

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, April 9, 2019 - 7:00 p.m.

AGENDA

The Coastside County Water District (CCWD) does not discriminate against persons with disabilities. Upon request, the agenda and agenda packet materials can be provided in a format to accommodate special needs. If you require a copy of the agenda or related materials in an alternative format to accommodate a disability, or if you wish to attend this public meeting and will require special assistance or other special equipment, please call the District at (650) 726-4405 in advance and we will make every reasonable attempt to provide such an accommodation.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the CCWD District Office, located at 766 Main Street, Half Moon Bay, CA at the same time that the public records are distributed or made available to the legislative body.

This agenda and accompanying materials can be viewed on Coastside County Water District's website located at: www.coastsidewater.org.

The Board of the Coastside County Water District reserves the right to take action on any item included on this agenda.

- 1) ROLL CALL**
- 2) PLEDGE OF ALLEGIANCE**
- 3) PUBLIC COMMENT**

At this time members of the public may address the Board of Directors on issues not listed on the agenda which are within the purview of the Coastside County Water District. Comments on matters that are listed on the agenda may be made at the time the Board is considering each item. Each speaker is allowed a maximum of three (3) minutes and must complete and submit a speaker slip. The President of the Board will recognize each speaker, at which time the speaker should proceed to the podium, give their name and address and provide their comments to the Board.

4) **SPECIAL ORDER OF BUSINESS** ([attachment](#))

Administration of Oath of Office to Newly Appointed Director Jim Larimer

5) **CONSENT CALENDAR**

The following matters before the Board of Directors are recommended for action as stated by the General Manager. All matters listed hereunder constitute a Consent Calendar, are considered as routine by the Board of Directors, and will be acted upon by a single vote of the Board. There will be no separate discussion of these items unless a member of the Board so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

- A. Approval of disbursements for the month ending March 31, 2019:
Claims: \$546,168.50; Payroll: \$105,999.55 for a total of \$652,168.05 ([attachment](#))
➤ *March 2019 Monthly Financial Claims reviewed and approved by Director Mickelsen*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of March 12, 2019 Regular Board of Directors Meeting ([attachment](#))
- D. Approval of Minutes of March 12, 2019 Special Board of Directors Meeting ([attachment](#))
- E. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- F. Total CCWD Production Report ([attachment](#))
- G. CCWD Monthly Sales by Category Report – March 2019 ([attachment](#))
- H. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report ([attachment](#))
- I. Monthly Rainfall Reports ([attachment](#))
- J. S.F.P.U.C. Hydrological Report for the month of February 2019 ([attachment](#))
- K. Acceptance of Subdivision Utility System – Ailanto Properties Pacific Ridge Subdivision, Pacific-Ridge-Phase II, Half Moon Bay ([attachment](#))

6) **MEETINGS ATTENDED / DIRECTOR COMMENTS**

7) **GENERAL BUSINESS**

- A. Quarterly Financial Review ([attachment](#))
- B. Coastside County Water District Board Committees ([attachment](#))

8) **MONTHLY INFORMATIONAL REPORTS**

- A. Assistant General Manager's Report ([attachment](#))
- B. Superintendent of Operation's Report ([attachment](#))
- C. Water Resources Report ([attachment](#))

9) **DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS**

10) CLOSED SESSION

- A. Public Employee Performance Evaluation
Pursuant to California Government Section 54957
Title: General Manager**

11) RECONVENE TO OPEN SESSION

Public report of closed session action.

12) ADJOURNMENT

OATH OF OFFICE

FOR

MEMBER OF BOARD OF DIRECTORS
COASTSIDE COUNTY WATER DISTRICT

I, _____, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Date: _____

Director name

Sworn to (or affirmed) before me

Coastside County Water District

**COASTSIDE COUNTY WATER DISTRICT
CLAIMS FOR MARCH 2019**

CHECKS				
CHECK DATE	CHECK NO.	VENDOR		AMOUNT
03/08/2019	26523	BIG ED'S CRANE SERVICE, INC	\$	900.00
03/08/2019	26524	COMCAST	\$	66.58
03/08/2019	26525	JAMES COZZOLINO, TRUSTEE	\$	200.00
03/08/2019	26526	DAVID DICKSON	\$	292.50
03/08/2019	26527	FEDAK & BROWN LLP	\$	385.00
03/08/2019	26528	HASSETT HARDWARE	\$	1,500.56
03/08/2019	26529	HUE & CRY, INC.	\$	24.00
03/08/2019	26530	FRANK LOZANO	\$	143.71
03/08/2019	26531	MASS MUTUAL FINANCIAL GROUP	\$	1,974.65
03/08/2019	26532	OCT WATER QUALITY ACADEMY	\$	379.95
03/08/2019	26533	REPUBLIC SERVICES	\$	523.81
03/08/2019	26534	SAN MATEO COUNTY	\$	8,455.00
03/08/2019	26535	STANDARD INSURANCE COMPANY	\$	579.60
03/08/2019	26536	RYAN H. STOLL	\$	215.95
03/08/2019	26537	TRI COUNTIES BANK	\$	4,072.89
03/08/2019	26538	VALIC	\$	4,155.00
03/08/2019	26539	US BANK NA	\$	1,644.23
03/12/2019	26540	HEALTH BENEFITS ACWA-JPIA	\$	43,838.24
03/12/2019	26541	JPMORGAN CHASE BANK, N.A.	\$	71,312.15
03/12/2019	26542	DUSTIN JAHNS	\$	180.00
03/12/2019	26543	SAN FRANCISCO WATER DEPT.	\$	79,567.90
03/26/2019	26544	METER READINGS HOLDING, LLC	\$	16,500.00
03/26/2019	26545	ADP, INC.	\$	1,080.30
03/26/2019	26546	ADVANCED AUTOMATIC GATES	\$	250.00
03/26/2019	26547	FRANK YAMELLO	\$	235.00
03/26/2019	26548	ANDREINI BROS. INC.	\$	29,888.43
03/26/2019	26549	AT&T	\$	4,495.58
03/26/2019	26550	AT&T LONG DISTANCE	\$	740.01
03/26/2019	26551	AZTEC GARDENS, INC.	\$	218.00
03/26/2019	26552	BADGER METER, INC.	\$	36.00
03/26/2019	26553	BALANCE HYDROLOGICS, INC	\$	17,434.26
03/26/2019	26554	BAY AREA AIR QUALITY MGMT DIST	\$	815.00
03/26/2019	26555	BAY AREA AIR QUALITY MGMT DIST	\$	589.00
03/26/2019	26556	BAY ALARM COMPANY	\$	1,977.11
03/26/2019	26557	BIG CREEK LUMBER	\$	41.29
03/26/2019	26558	CALCON SYSTEMS, INC.	\$	14,906.10
03/26/2019	26559	CEL ANALYTICAL INC.	\$	1,778.00
03/26/2019	26560	CHEMTRADE CHEMICALS US LLC	\$	2,350.11
03/26/2019	26561	CLARK PEST CONTROL OF STOCKTON, INC.	\$	128.00
03/26/2019	26562	PETTY CASH	\$	107.75
03/26/2019	26563	DATAPROSE, LLC	\$	2,467.97
03/26/2019	26564	SEAN DONOVAN	\$	480.22
03/26/2019	26565	EKI INC.	\$	64,658.46
03/26/2019	26566	TESTAMERICA LABORATORIES, INC	\$	111.76

03/26/2019	26567	GRAINGER, INC.	\$	4,692.66
03/26/2019	26568	HMB BLDG. & GARDEN INC.	\$	817.67
03/26/2019	26569	HMB CHAMBER OF COMMERCE	\$	488.00
03/26/2019	26570	HANSONBRIDGETT. LLP	\$	7,726.00
03/26/2019	26571	HOME DEPOT	\$	389.25
03/26/2019	26572	IRON MOUNTAIN	\$	617.88
03/26/2019	26573	IRVINE CONSULTING SERVICES, INC.	\$	3,113.00
03/26/2019	26574	LIEBERT CASSIDY WHITMORE	\$	130.00
03/26/2019	26575	GLENNA LOMBARDI	\$	111.00
03/26/2019	26576	MASS MUTUAL FINANCIAL GROUP	\$	1,974.65
03/26/2019	26577	MISSION UNIFORM SERVICES INC.	\$	307.94
03/26/2019	26578	MICHAEL WOLF	\$	840.00
03/26/2019	26579	MONTEREY COUNTY LAB	\$	2,789.00
03/26/2019	26580	NETWORKFLEET, INC	\$	247.00
03/26/2019	26581	OFFICE DEPOT	\$	594.95
03/26/2019	26582	ONTRAC	\$	523.38
03/26/2019	26583	PACIFIC GAS & ELECTRIC CO.	\$	28,511.76
03/26/2019	26584	PACIFICA COMMUNITY TV	\$	250.00
03/26/2019	26585	PAKPOUR CONSULTING GROUP, INC.	\$	15,768.44
03/26/2019	26586	PAULO'S AUTO CARE	\$	227.91
03/26/2019	26587	PITNEY BOWES	\$	211.91
03/26/2019	26588	FERGUSON ENTERPRISES, INC.	\$	1,265.08
03/26/2019	26589	RAY A MORGAN COMPANY INC.	\$	399.16
03/26/2019	26590	ROBERTS & BRUNE CO.	\$	13,183.82
03/26/2019	26591	ROGUE WEB WORKS, LLC	\$	302.50
03/26/2019	26592	STRAWFLOWER ELECTRONICS	\$	30.40
03/26/2019	26593	TEAMSTERS LOCAL UNION #856	\$	1,234.00
03/26/2019	26594	TPX COMMUNICATIONS	\$	1,884.87
03/26/2019	26595	TYLER TECHNOLOGIES, INC	\$	796.88
03/26/2019	26596	UPS STORE	\$	784.15
03/26/2019	26597	USA BLUE BOOK	\$	921.80
03/26/2019	26598	VALIC	\$	4,155.00
03/26/2019	26599	VERIZON WIRELESS	\$	1,335.25
03/26/2019	26600	JUAN CARLOS SALAZAR	\$	1,120.00
03/26/2019	26601	HOWARD ROBERTS	\$	55.88
03/26/2019	26602	RYANN HOFFMAN	\$	84.94
03/26/2019	26603	CONSTANTIA PETROU	\$	45.53
03/26/2019	26604	SUSAN ALVES	\$	52.23
03/26/2019	26605	NATALIE SWANTON	\$	56.15
03/26/2019	26606	JALEH RENDALL	\$	74.09
03/26/2019	26607	EL GRANADA VENTURES LLC	\$	36.75
03/26/2019	26608	DONNA MASTERMAN	\$	436.00
03/26/2019	26609	ANDREAS STRIEVE	\$	174.89
03/26/2019	26610	NANCY BIERLY	\$	55.00
03/26/2019	26611	DEL MAR PROP.ATTN:MORIAH	\$	135.38
03/26/2019	26612	LAWRENCE/JODY GANDELMAN	\$	9.18
03/26/2019	26613	RICHARD KOWALCZYK	\$	56.10
03/26/2019	26614	LOW PROPERTY ASSOCIATES	\$	52.20
03/26/2019	26615	LOW PROPERTY ASSOCIATES	\$	54.95



Coastside County Water District

Monthly Budget Report Account Summary

For Fiscal: 2018-2019 Period Ending: 03/31/2019

	March Budget	March Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget	
Revenue										
RevType: 1 - Operating										
1-4120-00	Water Revenue	590,874.00	750,105.25	159,231.25	26.95 %	8,810,910.00	8,776,938.31	-33,971.69	-0.39 %	11,710,500.00
	Total RevType: 1 - Operating:	590,874.00	750,105.25	159,231.25	26.95 %	8,810,910.00	8,776,938.31	-33,971.69	-0.39 %	11,710,500.00
RevType: 2 - Non-Operating										
1-4170-00	Water Taken From Hydrants	4,166.00	2,369.27	-1,796.73	-43.13 %	37,500.00	50,034.25	12,534.25	33.42 %	50,000.00
1-4180-00	Late Notice - 10% Penalty	5,000.00	-1,250.47	-6,250.47	-125.01 %	45,000.00	45,077.30	77.30	0.17 %	60,000.00
1-4230-00	Service Connections	833.00	606.36	-226.64	-27.21 %	7,500.00	9,556.03	2,056.03	27.41 %	10,000.00
1-4920-00	Interest Earned	519.00	0.83	-518.17	-99.84 %	4,677.00	26,879.70	22,202.70	474.72 %	6,236.00
1-4930-00	Tax Apportionments/County Checks	0.00	2,001.42	2,001.42	0.00 %	478,000.00	533,409.12	55,409.12	11.59 %	725,000.00
1-4950-00	Miscellaneous Income	2,084.00	6,512.34	4,428.34	212.49 %	18,750.00	8,322.91	-10,427.09	-55.61 %	25,000.00
1-4955-00	Cell Site Lease Income	13,750.00	14,593.33	843.33	6.13 %	123,750.00	123,184.12	-565.88	-0.46 %	165,000.00
1-4965-00	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00 %	325,000.00	479,200.50	154,200.50	47.45 %	325,000.00
	Total RevType: 2 - Non-Operating:	26,352.00	24,833.08	-1,518.92	-5.76 %	1,040,177.00	1,275,663.93	235,486.93	22.64 %	1,366,236.00
	Total Revenue:	617,226.00	774,938.33	157,712.33	25.55 %	9,851,087.00	10,052,602.24	201,515.24	2.05 %	13,076,736.00
Expense										
ExpType: 1 - Operating										
1-5130-00	Water Purchased	100,000.00	80,601.90	19,398.10	19.40 %	1,325,000.00	1,865,851.25	-540,851.25	-40.82 %	1,900,998.00
1-5230-00	Nunes T P Pump Expense	3,558.00	2,519.50	1,038.50	29.19 %	32,022.00	28,684.17	3,337.83	10.42 %	42,697.00
1-5231-00	CSP Pump Station Pump Expense	17,732.00	15,362.80	2,369.20	13.36 %	234,945.00	220,278.67	14,666.33	6.24 %	337,080.00
1-5232-00	Other Trans. & Dist Pump Expense	2,247.00	1,199.88	1,047.12	46.60 %	20,223.00	15,506.91	4,716.09	23.32 %	26,965.00
1-5233-00	Pilarcitos Canyon Pump Expense	6,000.00	4,083.23	1,916.77	31.95 %	37,000.00	23,414.07	13,585.93	36.72 %	39,248.00
1-5234-00	Denniston T P Pump Expense	10,834.00	2,314.82	8,519.18	78.63 %	97,500.00	28,532.24	68,967.76	70.74 %	130,000.00
1-5242-00	CSP Pump Station Operations	891.00	796.62	94.38	10.59 %	8,025.00	13,398.35	-5,373.35	-66.96 %	10,700.00
1-5243-00	CSP Pump Station Maintenance	3,083.00	506.62	2,576.38	83.57 %	27,750.00	10,884.03	16,865.97	60.78 %	37,000.00
1-5246-00	Nunes T P Operations - General	6,488.00	3,323.21	3,164.79	48.78 %	58,387.00	61,759.04	-3,372.04	-5.78 %	77,850.00
1-5247-00	Nunes T P Maintenance	10,209.00	4,343.28	5,865.72	57.46 %	91,875.00	47,643.15	44,231.85	48.14 %	122,500.00
1-5248-00	Denniston T P Operations-General	3,916.00	769.72	3,146.28	80.34 %	35,250.00	33,238.63	2,011.37	5.71 %	47,000.00
1-5249-00	Denniston T.P. Maintenance	8,488.00	2,657.37	5,830.63	68.69 %	76,387.00	130,047.71	-53,660.71	-70.25 %	101,850.00
1-5250-00	Laboratory Expenses	5,955.00	5,133.76	821.24	13.79 %	53,587.00	55,761.19	-2,174.19	-4.06 %	71,450.00
1-5260-00	Maintenance - General	24,308.00	24,872.01	-564.01	-2.32 %	218,775.00	222,276.79	-3,501.79	-1.60 %	291,700.00
1-5261-00	Maintenance - Well Fields	3,334.00	1,060.89	2,273.11	68.18 %	30,000.00	1,060.89	28,939.11	96.46 %	40,000.00
1-5263-00	Uniforms	0.00	0.00	0.00	0.00 %	12,500.00	8,819.28	3,680.72	29.45 %	12,500.00
1-5318-00	Studies/Surveys/Consulting	16,000.00	28,146.54	-12,146.54	-75.92 %	109,000.00	93,930.59	15,069.41	13.83 %	160,000.00
1-5321-00	Water Resources	2,100.00	3,863.72	-1,763.72	-83.99 %	18,900.00	15,249.50	3,650.50	19.31 %	25,200.00

Monthly Budget Report

For Fiscal: 2018-2019 Period Ending: 03/31/2019

		March Budget	March Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
1-5322-00	Community Outreach	3,700.00	250.00	3,450.00	93.24 %	24,700.00	14,538.80	10,161.20	41.14 %	54,700.00
1-5381-00	Legal	8,334.00	7,638.00	696.00	8.35 %	75,000.00	35,776.00	39,224.00	52.30 %	100,000.00
1-5382-00	Engineering	5,000.00	-2,520.00	7,520.00	150.40 %	45,000.00	4,376.00	40,624.00	90.28 %	60,000.00
1-5383-00	Financial Services	2,000.00	0.00	2,000.00	100.00 %	16,000.00	8,430.00	7,570.00	47.31 %	20,000.00
1-5384-00	Computer Services	14,300.00	9,291.21	5,008.79	35.03 %	120,700.00	131,418.12	-10,718.12	-8.88 %	163,600.00
1-5410-00	Salaries/Wages-Administration	87,221.00	78,372.97	8,848.03	10.14 %	828,605.00	706,455.32	122,149.68	14.74 %	1,133,880.00
1-5411-00	Salaries & Wages - Field	107,733.00	102,007.12	5,725.88	5.31 %	1,023,466.00	979,792.29	43,673.71	4.27 %	1,400,532.00
1-5420-00	Payroll Tax Expense	13,672.00	13,812.47	-140.47	-1.03 %	129,883.00	120,966.36	8,916.64	6.87 %	177,734.00
1-5435-00	Employee Medical Insurance	38,502.00	38,270.22	231.78	0.60 %	328,740.00	333,312.16	-4,572.16	-1.39 %	444,246.00
1-5436-00	Retiree Medical Insurance	4,405.00	3,634.24	770.76	17.50 %	37,443.00	33,322.49	4,120.51	11.00 %	50,659.00
1-5440-00	Employees Retirement Plan	49,905.00	47,921.38	1,983.62	3.97 %	449,145.00	425,165.06	23,979.94	5.34 %	598,859.00
1-5445-00	Supplemental Retirement 401a	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	35,000.00
1-5510-00	Motor Vehicle Expense	5,000.00	3,633.41	1,366.59	27.33 %	45,000.00	57,673.92	-12,673.92	-28.16 %	60,000.00
1-5620-00	Office & Billing Expenses	21,800.00	22,891.63	-1,091.63	-5.01 %	196,200.00	182,018.77	14,181.23	7.23 %	261,600.00
1-5625-00	Meetings / Training / Seminars	2,167.00	1,448.71	718.29	33.15 %	19,500.00	32,894.22	-13,394.22	-68.69 %	26,000.00
1-5630-00	Insurance	10,750.00	-12,733.90	23,483.90	218.45 %	96,750.00	74,294.00	22,456.00	23.21 %	129,000.00
1-5687-00	Membership, Dues, Subscript.	3,970.00	304.41	3,665.59	92.33 %	60,970.00	59,309.86	1,660.14	2.72 %	75,970.00
1-5688-00	Election Expenses	0.00	0.00	0.00	0.00 %	25,000.00	0.00	25,000.00	100.00 %	25,000.00
1-5689-00	Labor Relations	500.00	0.00	500.00	100.00 %	4,500.00	0.00	4,500.00	100.00 %	6,000.00
1-5700-00	San Mateo County Fees	0.00	8,455.00	-8,455.00	0.00 %	13,000.00	14,309.38	-1,309.38	-10.07 %	20,000.00
1-5705-00	State Fees	1,500.00	1,404.00	96.00	6.40 %	32,500.00	28,316.59	4,183.41	12.87 %	36,500.00
	Total ExpType: 1 - Operating:	605,602.00	505,636.74	99,965.26	16.51 %	6,059,228.00	6,118,705.80	-59,477.80	-0.98 %	8,354,018.00
	ExpType: 4 - Capital Related									
1-5712-00	Debt Service/Existing Bonds 2006B	119,420.00	0.00	119,420.00	100.00 %	486,383.00	-1,812.44	488,195.44	100.37 %	486,383.00
1-5715-00	Debt Service/CIEDB 11-099	0.00	0.00	0.00	0.00 %	336,126.00	336,125.36	0.64	0.00 %	336,126.00
1-5716-00	Debt Service/CIEDB 2016	0.00	0.00	0.00	0.00 %	324,235.00	324,234.72	0.28	0.00 %	324,235.00
1-5717-00	Chase Bank - 2018 Loan	0.00	71,312.15	-71,312.15	0.00 %	0.00	390,286.27	-390,286.27	0.00 %	0.00
	Total ExpType: 4 - Capital Related:	119,420.00	71,312.15	48,107.85	40.28 %	1,146,744.00	1,048,833.91	97,910.09	8.54 %	1,146,744.00
	Total Expense:	725,022.00	576,948.89	148,073.11	20.42 %	7,205,972.00	7,167,539.71	38,432.29	0.53 %	9,500,762.00
	Report Total:	-107,796.00	197,989.44	305,785.44		2,645,115.00	2,885,062.53	239,947.53		3,575,974.00

**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
March 31, 2019**

<u>RESERVE BALANCES</u>	Current Year as of 3/31/19	Prior Year as of 3/31/18
CAPITAL AND OPERATING RESERVE	\$7,095,486.38	\$5,045,412.07
RATE STABILIZATION RESERVE	\$250,000.00	\$250,000.00
TOTAL DISTRICT RESERVES	\$7,345,486.38	\$5,295,412.07

ACCOUNT DETAIL

ACCOUNTS WITH TRI COUNTIES BANK		
CHECKING ACCOUNT	\$3,028,499.33	\$4,219,842.77
CSP T & S ACCOUNT	\$224,651.42	\$32,973.12
MONEY MARKET GEN. FUND (Opened 7/20/17)	\$19,436.96	\$2,500.00
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$4,072,198.67	\$1,039,396.18
DISTRICT CASH ON HAND	\$700.00	\$700.00
TOTAL ACCOUNT BALANCES	\$7,345,486.38	\$5,295,412.07

This report is in conformity with CCWD's Investment Policy.

COASTSIDE COUNTY WATER DISTRICT
 APPROVED CAPITAL IMPROVEMENT PROJECTS
 FISCAL YEAR 2018/2019

3/31/2019

Approved CIP Budget FY 18/19	Actual To Date FY 18/19	Projected Year-End FY 18/19	Variance vs. Budget	% Completed	Project Status/ Comments
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Equipment Purchases & Replacement

06-03	SCADA/Telemetry/Electrical Controls Replacement	\$ 50,000	\$ 5,852	\$ 20,000	\$ 30,000	12%	
99-02	Vehicle Replacement	\$ 100,000	\$ 76,936	\$ 76,936	\$ 23,064	100%	

Facilities & Maintenance

08-08	PRV Valves Replacement Project	\$ 30,000	\$ 27,681	\$ 30,000	\$ -	92%	
09-09	Fire Hydrant Replacement	\$ 140,000	\$ 147,247	\$ 147,247	\$ (7,247)	105%	
16-07	Sample Station Replacement Project	\$ 30,000	\$ 28,013	\$ 30,000	\$ -	93%	
17-15	Pilarcitos Canyon Emergency Road Repairs	\$ 100,000			\$ 100,000	0%	Delayed
18-13	Denniston WTP and Tank Road Repairs and Paving	\$ 100,000	\$ 13,700	\$ 100,000	\$ -	14%	Work will be done in the spring 2019
99-01	Meter Change Program	\$ 20,000	\$ 58,975	\$ 58,975	\$ (38,975)	295%	

Pipeline Projects

06-02	Highway 1 South Pipeline Replacement Project	\$ 750,000	\$ 353,035	\$ 353,035	\$ 396,965	100%	
07-04	Bell Moon Pipeline Replacement Project	\$ 60,000	\$ 18,469	\$ 340,000	\$ (280,000)	31%	moved up from FY2019/20
13-02	Replace 8 Inch Pipeline Under Creek at Pilarcitos Ave	\$ 50,000		\$ 25,000	\$ 25,000	0%	reflects design work in FY 2018/19
14-01	Replace 12" Welded Steel Line on Hwy 92 with 8"	\$ 100,000		\$ 25,000	\$ 75,000	0%	reflects design work in FY 2018/19
14-27	Grandview 2 Inch Replacement	\$ 50,000	\$ 2,635	\$ 2,635	\$ 47,365	5%	delayed to FY2019/20
14-30	Replace Miscellaneous 2 Inch GS El Granada	\$ 60,000	\$ 62,208	\$ 62,208	\$ (2,208)	100%	
14-31	Ferdinand Avenue - Replace 4" WS Ferdinand Ave. to Columbus	\$ 60,000	\$ 19,640	\$ 60,000	\$ -	33%	Project is out to bid with the award planned for the May 2019 board meeting

Pump Stations / Tanks / Wells

06-04	Hazen's Tank Removal	\$ 30,000			\$ 30,000	0%	
08-14	Alves Tank Recoating & Refurshment	\$ 600,000	\$ 31,293	\$ 70,000	\$ 530,000	5%	In design. Will go out to bid in Spring 2019
19-01	EG Tank #1 Refurbishment	\$ 100,000	\$ 5,671	\$ 15,000	\$ 85,000	6%	delayed
19-03	Miramar Tank - Chime	\$ 40,000			\$ 40,000	0%	delayed-waiting for results of seismic assessment
18-05	Denniston Tank THM Residual Control	\$ 80,000		\$ 80,000	\$ -	0%	
18-06	CSP -- (3) Butterfly Valves	\$ 80,000	\$ 11,399	\$ 11,399	\$ 68,601	100%	
19-04	Tanks - THM Control	\$ 120,000	\$ 105,913	\$ 105,913	\$ 14,087	88%	

Water Supply Development

12-12	San Vicente Diversion and Pipeline	\$ 100,000	\$ -	\$ -	\$ 100,000	0%	delayed
17-12	Recycled Water Project Development	\$ 100,000	\$ -	\$ -	\$ 100,000	0%	

Water Treatment Plants

08-07	Nunes Filter Valve Replacement	\$ 500,000		\$ -	\$ 500,000	0%	delayed
13-05	Denniston WTP Emergency Power	\$ 50,000		\$ 50,000	\$ -	0%	in design

FY 18/19 TOTALS	\$ 3,500,000	\$ 968,665	\$ 1,663,348	\$ 1,836,652			
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FY2017/2018 CIP Projects in process - paid in FY 2018/2019

**COASTSIDE COUNTY WATER DISTRICT
APPROVED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2018/2019**

3/31/2019

		Approved CIP Budget FY 18/19	Actual To Date FY 18/19	Projected Year-End FY 18/19	Variance vs. Budget	% Completed	Project Status/ Comments
18-09	Denniston Heater		\$ 4,800	\$ 4,800	\$ (4,800)	100%	completed
13-08	Crystal Springs Spare 350 HP Motor		\$ 70,556	\$ 70,556	\$ (70,556)	100%	
18-03	CSP Spare 500 Pump Rehabilitation		\$ 41,450	\$ 41,450	\$ (41,450)	100%	
07-03	Pilarcitos Canyon Pipeline Replacement		\$ 21,578	\$ 21,578	\$ (21,578)		ongoing - work is planned for Fall, 2019
12-12	Denniston/San Vicente Water Supply Development		\$ 104,293	\$ 120,000	\$ (120,000)		ongoing
14-26	Replace 2" Pipe in Downtown Half Moon Bay		\$ 236,676	\$ 236,676	\$ (236,676)	100%	
17-16	CSP P3 Soft Start Pump/Shafting Replacement & Motor refurbishment		\$ 3,370	\$ 3,370	\$ (3,370)	100%	
10-02 & 12-04	Denniston Booster Pump Station - Transformer Installation		\$ 43,722	\$ 43,722	\$ (43,722)	100%	
18-07	EG #2 Tank Chlorination System (Residual Control System)			\$ 50,000	\$ (50,000)	0%	
17-04	Denniston Dam Spillway Repairs		\$ 34,328	\$ 34,328	\$ (34,328)		
18-10	Nunes/Denniston Treat Plants Optimization Study		\$ 17,610	\$ 20,000	\$ (20,000)		
06-03	El Granada Tank #3 Recoating Project		\$ 10,410	\$ 10,410	\$ (10,410)	100%	Cathodic protection
06-01	Ave Cabrillo Pipeline Replacement		\$ 16,673	\$ 16,673	\$ (16,673)	100%	
					\$ -		
PREVIOUS YEAR TOTALS		\$ -	\$ 605,467	\$ 673,563	\$ (673,563)		

UNSCHEDULED ITEMS (CAPITAL EXPENDITURES) FOR CURRENT FISCAL YEAR 2018/2019

NN-00	Unscheduled CIP	\$ 100,000			\$ 100,000	0%	
08-16;11-05;11-06	Seismic assessments-HMB Tanks 2-3. Cahill, Miramar			\$ 90,000	\$ (90,000)		approved March 2019 board meeting
14-32	Casa del Mar PRVs		\$ 7,097	\$ 100,000	\$ (100,000)		project is out to bid -with award planned for May 2019 board meeting
19-02	Grand Blvd Pipeline/PRVs		\$ 7,066	\$ 100,000	\$ (100,000)		project is out to bid
19-06	Crystal Springs Pump Control Valves		\$ 81,470	\$ 96,000	\$ (96,000)		approved Feb 2019 Board meeting

NON-BUDGETED TOTALS \$ 100,000 \$ 95,633 \$ 386,000 \$ (286,000)

CIP TOTALS \$ 3,600,000 \$ 1,669,765 \$ 2,722,911 \$ 877,089

**Legal Cost Tracking Report
12 Months At-A-Glance**

**Acct. No.5681
Patrick Miyaki - HansonBridgett, LLP
Legal**

Month	Admin (General Legal Fees)	Water Supply Develpmnt	Recycled Water	Transfer Program	CIP	Personnel	Water Shortage	Litigation	Infrastructure Project Review (Reimbursable)	TOTAL
Apr-18	2,503				8,301					10,803
May-18	6,754					1,404				8,158
Jun-18	4,225			406	1,333	358				6,321
Jul-18	7,430			1,680	488	65				9,662
Aug-18	3,230			647		1,608			216	5,701
Sep-18	3,246			757	963					4,965
Oct-18	2,211				437					2,648
Nov-18	1,473									1,473
Dec-18	2,714									2,714
Jan-19	3,088			168	469					3,725
Feb-19	3,101				536					3,637
Mar-19	6,508			1,218						7,726

TOTAL	46,480	0	0	4,876	12,525	3,435	0	0	216	67,531
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**Engineer Cost Tracking Report
12 Months At-A-Glance**

**Acct. No. 5682
JAMES TETER
Engineer**

Month	Admin & Retainer	CIP	Studies & Projects	TOTAL	Reimbursable from Projects
Apr-18	480	2,197	338	3,015	338
May-18	1,115	1,188		2,303	
Jun-18	480	1,099	169	1,748	169
Jul-18	480	4,989	2,958	8,427	2,958
Aug-18	480	2,380	2,138	4,998	2,138
Sep-18	480	5,197		5,677	
Oct-18	480		3,142	3,622	3,143
Nov-18	480	3,518	254	4,252	254
Dec-18	480	3,972	2,820	7,271	2,820
Jan-19	480	5,126		5,606	
Feb-19	480	2,475		2,955	
Mar-19	480				
TOTAL	6,395	32,139	11,818	49,872	11,818

Calcon T&M Projects Tracking

3/31/2019

Project No.	Name	Status	Proposal Date	Approved Date	Project Budget	Project Actual thru 6/30/18	Project Billings FY2018-19
Closed Projects:							
CAL-13-01	EG Tank 2 Recoating Project	Closed	9/30/13	10/8/13	\$8,220.00	\$ 8,837.50	
CAL-13-02	Nunes Control System Upgrades	Closed	9/30/13	10/8/13	\$46,141.00	\$ 55,363.60	
CAL-13-03	Win 911 and PLC Software	Closed	9/30/13	10/8/13	\$9,717.00	\$ 12,231.74	
CAL-13-04	Crystal Springs Surge Tank Retrofit	Closed	11/26/13	11/27/13	\$31,912.21	\$ 66,572.54	
CAL-13-06	Nunes Legacy Backwash System Removal	Closed	11/25/13	11/26/13	\$6,516.75	\$ 6,455.00	
CAL-13-07	Denniston Backwash FTW Valves	Closed	11/26/13	11/27/13	\$6,914.21	\$ 9,518.28	
CAL-14-01	Denniston Wash Water Return Retrofit	Closed	1/28/14	2/14/14	\$13,607.00	\$ 13,591.60	
CAL-14-02	Denniston Clarifier SCADA Data	Closed	4/2/14	4/7/14	\$4,125.00	\$ 4,077.50	
CAL-14-03	Nunes Surface Scatter Turbidimeter	Closed	4/2/14	4/7/14	\$2,009.50	\$ -	
CAL-14-04	Phase I Control System Upgrade	Closed	4/2/14	4/7/14	\$75,905.56	\$ 44,459.14	
CAL-14-06	Miramar Control Panel	Closed	8/28/14	8/28/14	\$37,953.00	\$ 27,980.71	
CAL-14-08	SFWater Flow & Data Logger/Cahill Tank	Closed	8/20/2014	8/20/2014	\$1,370.00	\$ 1,372.00	
CAL-15-01	Main Street Monitors	Closed				\$ 6,779.42	
CAL-15-02	Denniston To Do List	Closed				\$ 2,930.00	
CAL-15-03	Nunes & Denniston Turbidity Meters	Closed			\$6,612.50	\$ 12,536.12	
CAL-15-04	Phase II Control System Upgrade	Closed	6/23/2015	8/11/2015	\$195,000.00	\$ 202,227.50	
CAL-15-05	Permanganate Water Flow	Closed				\$ 1,567.15	
CAL-16-04	Radio Network	Closed	12/9/2016	1/10/2017	\$126,246.11	\$ 139,200.68	
CAL-16-05	El Granada Tank No. 3 Recoating	Closed	12/16/2016		\$6,904.50	\$ 6,845.00	
CAL-17-03	Nunes Valve Control	Closed	6/29/2017	7/11/2017	\$73,281.80	\$ 79,034.35	
CAL-17-04	Denniston Booster Pump Station	Closed	7/27/2017	8/8/2017	\$21,643.75	\$ 29,760.00	
CAL-17-05	Crystal Springs Pump Station #3 Soft Start	Closed	7/27/2017	8/8/2017	\$12,213.53	\$ 12,178.13	
CAL-18-04	Tank Levels Calibration Special	Closed	3/5/2018	3/5/2018	\$8,388.75	\$ 10,700.00	
CAL-18-05	Pilarcitos Stream Flow Gauge -Well 1 120 Service Power	Closed	3/22/2018	3/22/2018	\$3,558.13	\$ 3,997.40	
CAL-17-06	Nunes Flocculator & Rapid Mix VFD Panels	Closed	12/6/2017	12/12/2017	\$29,250.75	\$ 30,695.66	
Closed Projects - Subtotal (pre FY2018-19)					\$727,491.05	\$ 788,911.02	
Open Projects:							
CAL-17-01	Crystal Springs Leak Valve Control		2/8/2017	2/14/2017	\$8,701.29	\$ 18,055.88	
CAL-17-02	Crystal Springs Requirements & Addtl Controls		2/8/2017	2/14/2017	\$38,839.50	\$ 41,172.06	
CAL-18-02	Nunes Plant HMI V2		11/12/2018		\$10,913.14	\$ 5,851.66	
CAL-18-03	CSP Breakers & Handles		3/7/2018	3/7/2018	\$25,471.47	\$ 29,167.79	
CAL-18-06	Nunes VFD Project		9/6/2018	9/6/2018	\$2,381.51	\$ 895.50	
CAL-19-01	CSP Cla-Val Power Checks					\$ 560.00	
Open Projects - Subtotal					\$86,306.91	\$88,395.73	\$7,307.16
Other: Maintenance							
Tanks							
Crystal Springs Maintenance							
						\$ 1,468.17	
Nunes Maintenance							
						\$ 8,802.50	
Denniston Maintenance							
						\$ 16,909.25	
Distribution System							
						\$ 31,176.94	
TOTAL FY 2018/19						\$ 65,664.02	

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

March 12, 2019

- 1) **ROLL CALL** - President Ken Coverdell called the meeting to order at 7:00 p.m. Present at roll call: Directors Glenn Reynolds, Bob Feldman, and Vice-President Chris Mickelsen.
Also present: David Dickson, General Manager; Mary Rogren, Assistant General Manager; Patrick Miyaki, Legal Counsel; JoAnne Whelen, Administrative Assistant/Recording Secretary; and Cathleen Brennan, Water Resources Analyst. James Derbin, Superintendent of Operations, arrived at approximately 7:25 p.m.
- 2) **PLEDGE OF ALLEGIANCE**
- 3) **PUBLIC COMMENT** - There were no public comments.
- 4) **CONSENT CALENDAR**
 - A. Approval of disbursements for the month ending February 28, 2019:
Claims: \$641,383.47; Payroll: \$103,857.30 for a total of \$745,240.77
 - B. Acceptance of Financial Reports
 - C. Approval of Minutes of February 12, 2019 Regular Board of Directors Meeting
 - D. Monthly Water Service Connection Transfer Report
 - E. Installed Water Connection Capacity and Water Meters Report
 - F. Total CCWD Production Report
 - G. CCWD Monthly Sales by Category Report - February 2019
 - H. Monthly Planned Plant or Tank Discharge and New Water Line Flushing Report
 - I. Monthly Rainfall Reports
 - J. S.F.P.U.C. Hydrological Report for the month of January 2019
 - K. Notice of Completion - 2 Inch El Granada Pipeline Replacement Project
 - L. Approval for Director Feldman to attend the Association of California Water Agencies (ACWA) Spring Conference in Monterey, May 7th through 10th, 2019
 - M. Approval for Director Reynolds to attend the California Special District's Association (CSDA) Special District Leadership Academy - July 7th - 10th, 2019

Director Feldman reported that he had reviewed the monthly financial claims and found all to be in order.

ON MOTION BY Director Reynolds and seconded by Director Feldman, the Board voted by roll call vote to approve the Consent Calendar in its entirety:

Director Reynolds	Aye
Vice-President Mickelsen	Aye
Director Feldman	Aye
President Coverdell	Aye

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

There were no meetings reported.

6) GENERAL BUSINESS

A. Approval of Additional Funding for Professional Services Agreement with EKI Environmental and Water For Capital Project Management Support

Mr. Dickson provided the background of this agenda item, reviewed the continued work performed by EKI and reported on the excellent results being delivered by EKI with respect to the District's projects. Mr. Stephen Tarantino, P.E., Vice-President, with EKI briefly commented on the successful working relationship with the District's staff.

ON MOTION BY Director Feldman and seconded by Director Reynolds, the Board voted by roll call vote to authorize the General Manager to approve a \$75,000 increase in the time-and-materials budget under the professional services agreement with EKI Environmental and Water (EKI) for capital project management support:

Director Reynolds	Aye
Vice-President Mickelsen	Aye
Director Feldman	Aye
President Coverdell	Aye

B. Approval of Professional Services Agreement with TJC and Associates, Inc. for Water Tank Seismic Evaluation

Mr. Dickson reiterated the District's established practice of performing seismic evaluations of storage tanks scheduled for recoating and rehabilitation and relayed that District staff, working with EKI, has evaluated and discussed the engineering proposals submitted in detail, considering approach, experience, staff qualifications, schedule, and other factors.

ON MOTION BY Director Reynolds and seconded by Vice-President Mickelsen, the Board voted by roll call vote to authorize the General Manager to execute a Professional Services Agreement with TJC and Associates (TJCAA) for seismic evaluations of four steel storage tanks, at a time-and-materials cost not to exceed \$90,333:

Director Reynolds	Aye
Vice-President Mickelsen	Aye
Director Feldman	Aye
President Coverdell	Aye

C. Approval of Professional Services Agreement with TJC and Associates, Inc. for Denniston Water Treatment Plant and Pump Station Standby Power Design Services

Mr. Dickson briefly described this project and advised that EKI had reviewed the proposal submitted by TJC and Associates and agrees with staff that the scope of work provided by TJCAA fits the District's needs for a successful project and that the cost of services is reasonable.

ON MOTION BY Director Reynolds and seconded by Director Feldmsn the Board voted by roll call vote to authorize the General Manager to execute a professional services agreement with TJC and Associates (TJCAA) for engineering design ad bid document services for the installation of two standby generators for the Denniston Water Treatment Plant (WTP) ad Booster Pump Station (BPS) for a time-and-materials cost not to exceed \$46,850:

Director Reynolds	Aye
Vice-President Mickelsen	Aye
Director Feldman	Aye
President Coverdell	Aye

D. Approval of Interview and Selection Procedure for Candidates to Fill Board of Directors Vacancy

Mr. Dickson summarized the background and outlined the interview and selection protocol that was recently reviewed and discussed by the District's Human Resources Committee. Brief discussion ensued among the Board members on the proposed protocol, which was agreed upon and approved unanimously by the Board.

7) **MONTHLY INFORMATIONAL REPORT**

A. **Superintendent of Operations**

Mr. Derbin reviewed operations highlights for the month of January.

8) **DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS**

There were no agenda item requests from the Directors for future Board meetings expressed.

9) **ADJOURNMENT** - The meeting was adjourned at 7:39 p.m.

Respectfully submitted,

David R. Dickson, General Manager
Secretary to the District

Ken Coverdell, President
Board of Directors

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

March 12, 2019

- 1) **ROLL CALL** - President Ken Coverdell called the meeting to order at 7:45 p.m. Present at roll call: Directors Glenn Reynolds, Bob Feldman, and Vice-President Chris Mickelsen
Also present: David Dickson, General Manager; Mary Rogren, Assistant General Manager; Patrick Miyaki, Legal Counsel; JoAnne Whelen, Administrative Assistant/Recording Secretary; and Cathleen Brennan, Water Resources Analyst.
- 2) **PLEDGE OF ALLEGIANCE**
- 3) **PUBLIC COMMENT** - There were no public comments.
- 4) **SPECIAL ORDER OF BUSINESS**
 - A. **Interviews of Candidates to Fill Vacancy on the Board of Directors and Potential Appointment to Fill Vacancy**

The Board briefly reviewed the questions that each of the Directors had prepared. Names of the candidates were then put in a hat and selected randomly for the order of the interviews. The Board discussed that Les Deman would still be considered as a valid candidate even though he was unable to be present at the special meeting/interview process due to previous travel plans, noting that he had attended the February 12, 2019 CCWD Board meeting and introduced himself at that time.

The candidates were then called individually and the interview procedure explained, which included a 3-minute candidate opening statement/introduction period, followed by an allowance of three minutes to answer each of the questions prepared by the Board members. The sequence of the interviews was in the following order: Jim Larimer, Abe Jimenez, Matthew des Tombe, Brian Glazebrook, John Muller, followed by Peter Smith.

Utilizing a timer, each of the candidates made a three-minute opening statement and answered the questions prepared by the Board members in the following order:

- 1) What do you think are the roles and responsibilities of the members of the Board of Directors and how do they differ from the roles and responsibilities of the staff at Coastside County Water District?
- 2) What role does the Coastside County Water District play in the community, particularly in the area of growth?
- 3) What do you know about Coastside County Water District's business and what are the major challenges going forward?
- 4) Please share what skills and strengths you would bring to the CCWD Board.

Following the conclusion of the interviews, the Board briefly discussed how they each ranked their top three candidates and tallied up the results which concluded as 4 votes of support for candidate Jim Larimer, 3 votes for candidate Peter Smith and 2 votes for candidate John Muller.

ON MOTION BY Director Reynolds and seconded by President Coverdell, the Board voted by roll call vote to approve Resolution 2019-02 appointing Jim Larimer to fill the vacancy created by former Director Arnie Glassberg:

Director Reynolds	Aye
Vice-President Mickelsen	Aye
Director Feldman	Aye
President Coverdell	Aye

Following the vote, the Board consensus was for President Coverdell to generate a letter to the candidates, thanking them for their interest and efforts and encouraging their continued participation in Coastside County Water District matters.

- 5) **ADJOURNMENT** - The special meeting was adjourned at 9:18 p.m.

Respectfully submitted,

David R. Dickson, General Manager
Secretary to the District

Ken Coverdell, President
Board of Directors

**COASTSIDE COUNTY WATER DISTRICT
Installed Water Connection Capacity & Water Meters**

FY 18/19 Meters

Installed Water Meters	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
HMB Non-Priority													
0.5" capacity increase													
5/8" meter		1	2	2	6				2				13
3/4" meter		1											1
1" meter							1						1
1 1/2" meter													
2" meter													
3" meter													
HMB Priority													
0.5" capacity increase													
5/8" meter													
3/4" meter													
1" meter													
1 1/2" meter													
2" meter													
County Non-Priority													
0.5" capacity increase													
5/8" meter			2										2
3/4" meter							1						1
1" meter													
County Priority													
5/8" meter													
3/4" meter													
1" meter													
Totals	0	2	4	2	6	0	2	0	2				18

5/8" meter = 1 connection
 3/4" meter = 1.5 connections
 1" meter = 2.5 connections
 1.5" meter = 5 connections
 2" meter = 8 connections
 3" meter = 17.5 connections

FY 2019 Capacity (5/8" connection equivalents)	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Totals
HMB Non-Priority	0	2.5	2	2	6	0	4	0	2				18.5
HMB Priority													
County Non-Priority			2										2
County Priority													
Total	0	2.5	4	2	6	0	4	0	2				20.5

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2019

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	2.36	13.98	0.00	37.74	30.90	84.98	3.98	81.00
AUG	0.62	3.36	0.00	27.20	36.80	67.98	1.94	66.04
SEPT	0.00	0.00	0.00	30.48	39.24	69.72	1.48	68.24
OCT	0.00	0.00	0.00	22.98	37.51	60.49	2.09	58.40
NOV	0.00	0.00	5.78	0.00	44.10	49.88	2.24	47.64
DEC	1.31	11.50	14.35	7.12	2.78	37.06	3.07	33.99
JAN	1.97	16.07	15.84	5.30	5.57	44.75	2.55	42.19
FEB	0.00	7.73	16.1	8.89	0.10	32.82	2.32	30.50
MAR	0.15	6.77	22.27	12.27	0.09	41.55	2.12	39.43
APR								
MAY								
JUN								
TOTAL	6.41	59.41	74.34	151.98	197.09	489.22	21.79	467.43
% MONTHLY TOTAL	0.4%	16.3%	53.6%	29.5%	0.2%	100.0%	5.1%	94.9%
% ANNUAL TO DATE TOTAL	1.3%	12.1%	15.2%	31.1%	40.3%	100.0%	4.5%	95.5%

CCWD vs SFPUC- month 70.3% 29.7%
 CCWD vs SFPUC- annual 28.6% 71.4%

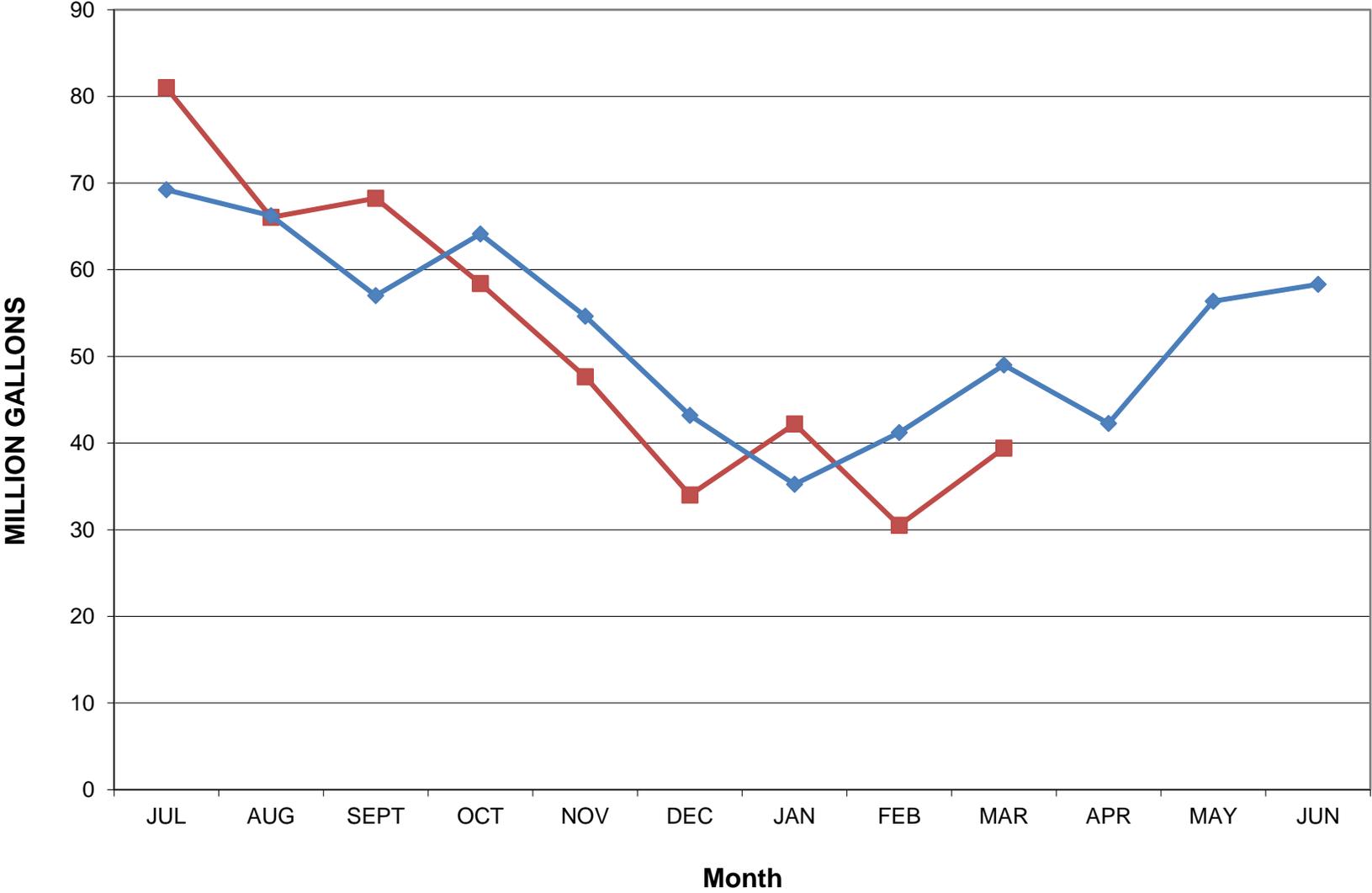
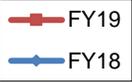
12 Month Running Treated Total

624.38

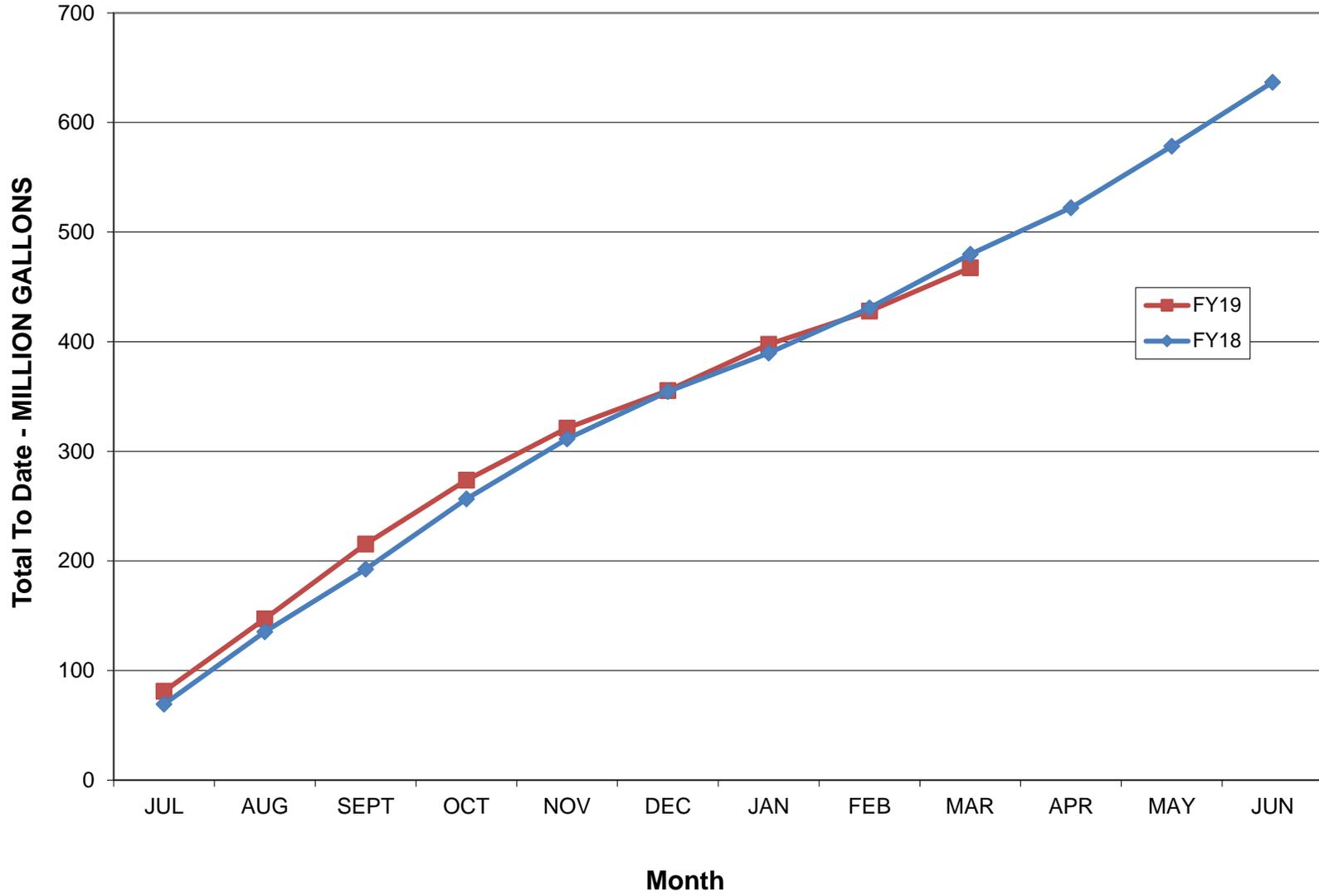
TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2018

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.87	25.93	0.00	0.00	45.87	72.67	3.45	69.22
AUG	2.32	24.89	0.00	0.00	42.86	70.07	3.85	66.22
SEPT	2.21	19.72	0.00	0.00	38.88	60.81	3.80	57.01
OCT	1.63	15.79	0.00	0.00	50.08	67.50	3.37	64.13
NOV	4.82	21.54	18.4	0.00	12.45	57.21	2.57	54.64
DEC	0.09	22.00	14.32	0.00	10.04	46.45	3.25	43.20
JAN	0.09	15.70	11.20	0.00	11.40	38.39	3.15	35.24
FEB	0.00	20.02	9.37	0.00	14.41	43.80	2.58	41.22
MAR	6.23	10.02	13.4	0.00	15.43	45.08	3.61	41.47
APR	0.00	12.06	0.00	10.80	21.93	44.79	2.53	42.26
MAY	0.93	26.33	0.00	26.75	5.00	59.01	2.64	56.37
JUN	2.71	17.64	0.00	31.50	9.70	61.55	3.23	58.32
TOTAL	21.90	231.64	66.69	69.05	278.05	667.33	38.03	629.30
% ANNUAL TO DATE TOTAL	3.3%	34.7%	10.0%	10.3%	41.7%	100.0%	5.70%	94.3%

Monthly Production FY 18 vs FY 19



Cumulative Production FY18 vs FY19



CCWD Monthly Leak Report - March 2019

	Date Reported Discovered	Date Repaired	Location	Pipe Class	Pipe Size & Type	Estimated Water Loss MG
1	3/13/2019	3/18/19	106 Navarra Ave.	Service	3/4" Copper	0.003
2	3/21/2019	3/21/2019	383 El Granada Blvd	Service	1" Copper	0.002
3						
4						
5						
6						
7						
8						
Total						0.005

OTHER DISCHARGES	
Total Volumes (MG)	
Flushing Program	0.010
Reservoir Cleaning	0.000
Automatic Blowoffs	0.117
Dewatering Operations	0.000
Other	0.023
PLANNED DISCHARGES	
GRAND TOTAL (MG)	
0.150	

Coastside County Water District
 766 Main Street
 July 2018 - June 2019

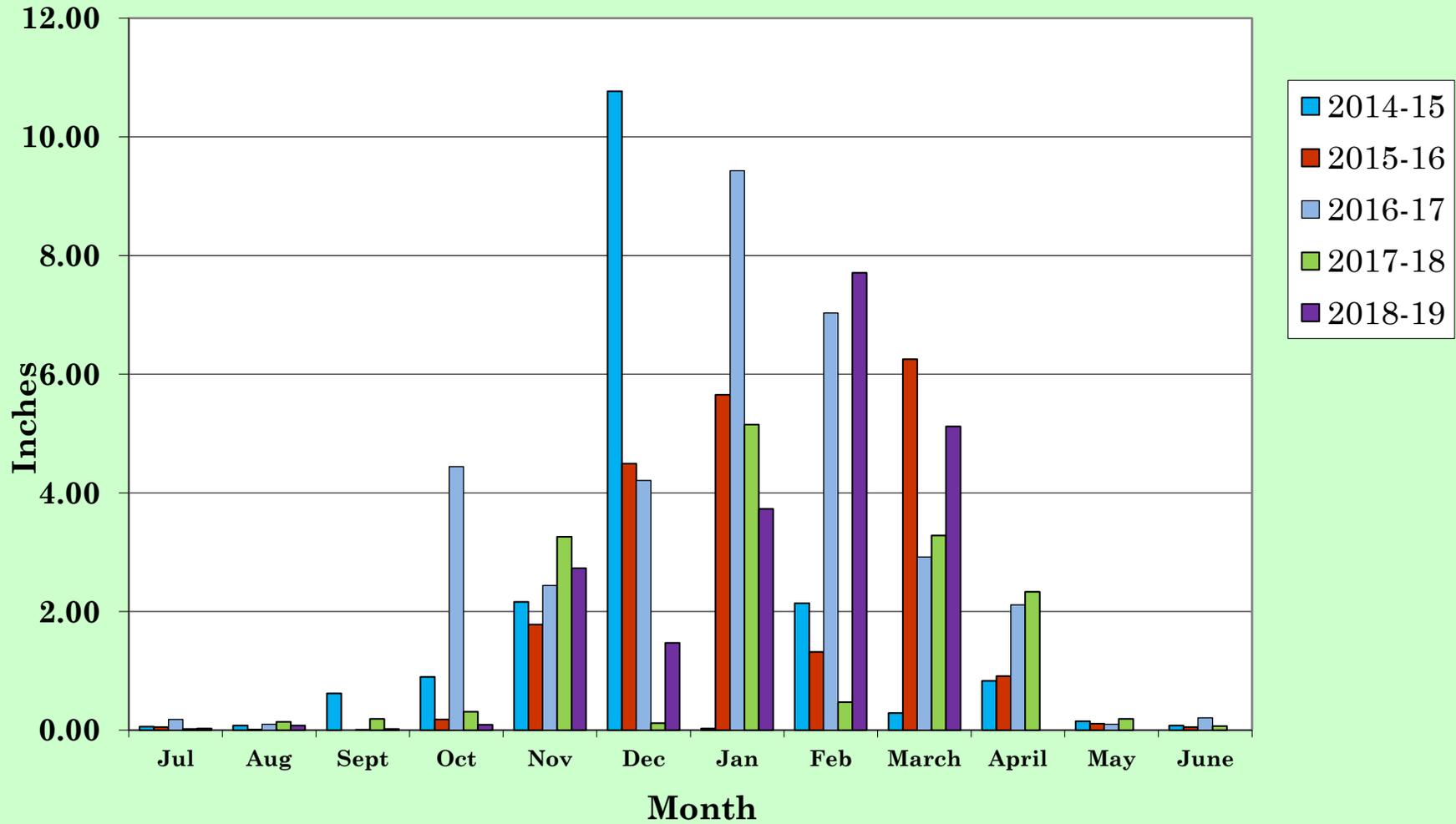
District Office
 Rainfall in Inches

	2018						2019					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0	0	0	0	0.09	0	0.02	0			
2	0	0.02	0	0.06	0	0	0	0.74	0.54			
3	0	0	0	0	0.01	0	0	0.62	0.31			
4	0	0	0	0.01	0	0.13	0	0.8	0.07			
5	0	0	0	0	0	0.29	0.18	0.25	0.26			
6	0	0	0.01	0	0	0.01	1.13	0	0.54			
7	0	0	0	0	0	0	0	0	0.75			
8	0	0	0	0	0	0	0.05	0.49	0.03			
9	0	0	0	0	0	0.01	0.03	0.34	0.35			
10	0	0	0	0.01	0	0	0	0.6	0.32			
11	0	0	0	0	0	0.01	0.12	0.01	0.08			
12	0.01	0	0	0	0	0.01	0.02	0	0			
13	0.02	0	0	0	0	0	0.01	0.77	0			
14	0	0.04	0	0	0	0.07	0.01	0.69	0			
15	0	0	0	0	0	0.01	0.31	0.4	0			
16	0	0	0	0	0	0.45	0.38	0.28	0			
17	0	0	0.01	0	0	0.03	0.46	0.33	0			
18	0	0	0	0	0	0.01	0.15	0	0			
19	0	0	0	0	0.01	0.01	0.08	0	0			
20	0	0	0	0	0	0	0.02	0	0.79			
21	0	0	0	0	1.07	0.06	0.3	0	0			
22	0	0	0	0	0.48	0	0	0	0.12			
23	0	0	0	0	0.26	0.01	0	0	0			
24	0	0	0	0	0.04	0.26	0	0	0.01			
25	0	0	0	0	0.01	0	0	0	0.02			
26	0	0	0	0	0.01	0.01	0	0.15	0.63			
27	0	0	0	0	0.08	0	0	0.8	0.02			
28	0	0.02	0	0	0.43	0	0	0.42	0.1			
29	0	0	0	0.01	0.33	0	0.03		0			
30	0	0	0	0	0	0	0.24		0			
31	0	0		0		0	0.21		0			
Mon.Total	0.03	0.08	0.02	0.09	2.73	1.47	3.73	7.71	5.12			
Year Total	0.03	0.11	0.13	0.22	2.95	4.42	8.15	15.86	20.98			

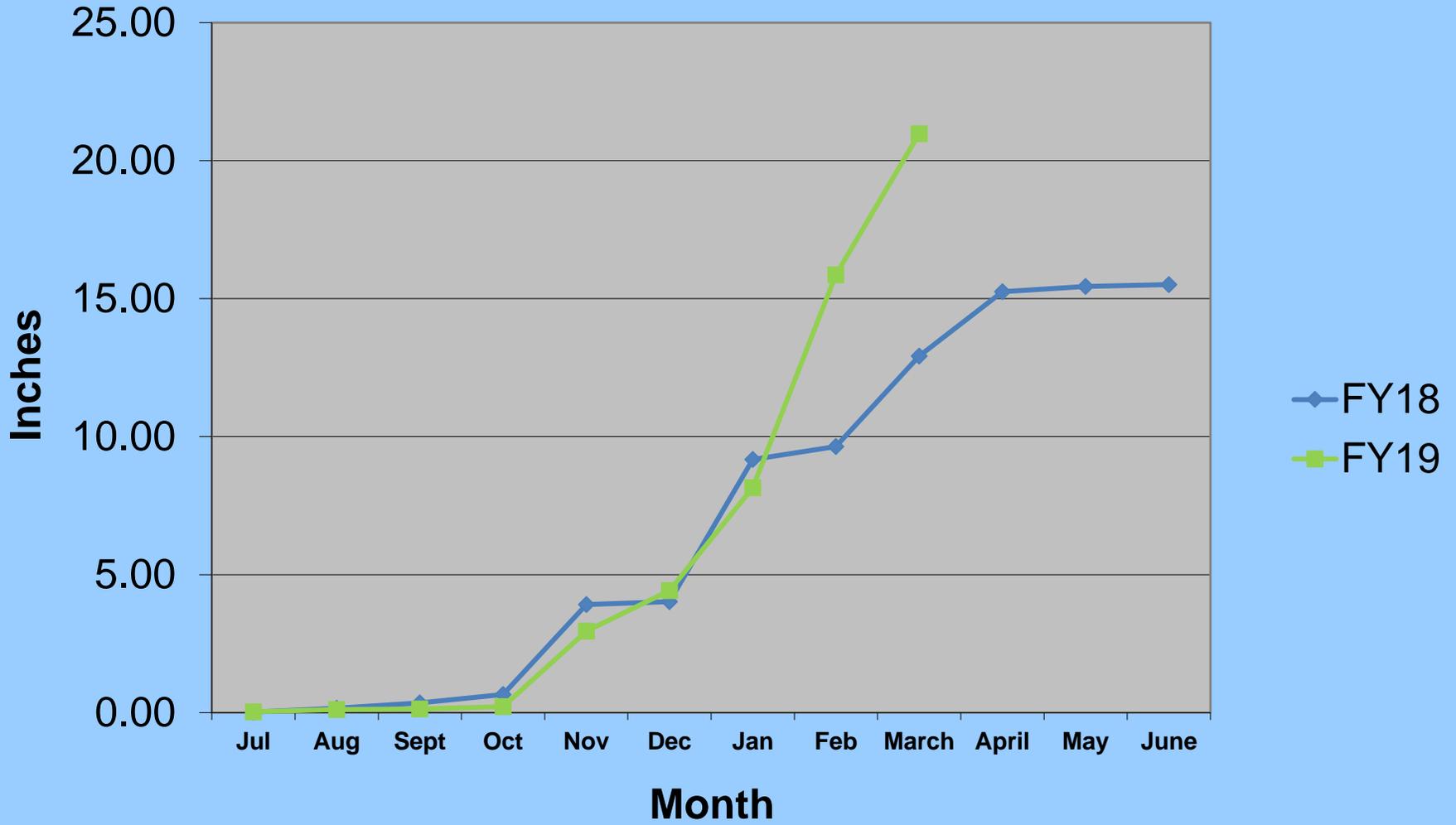
Coastside County Water District

Rainfall by Month

Fiscal Years 14 - 19

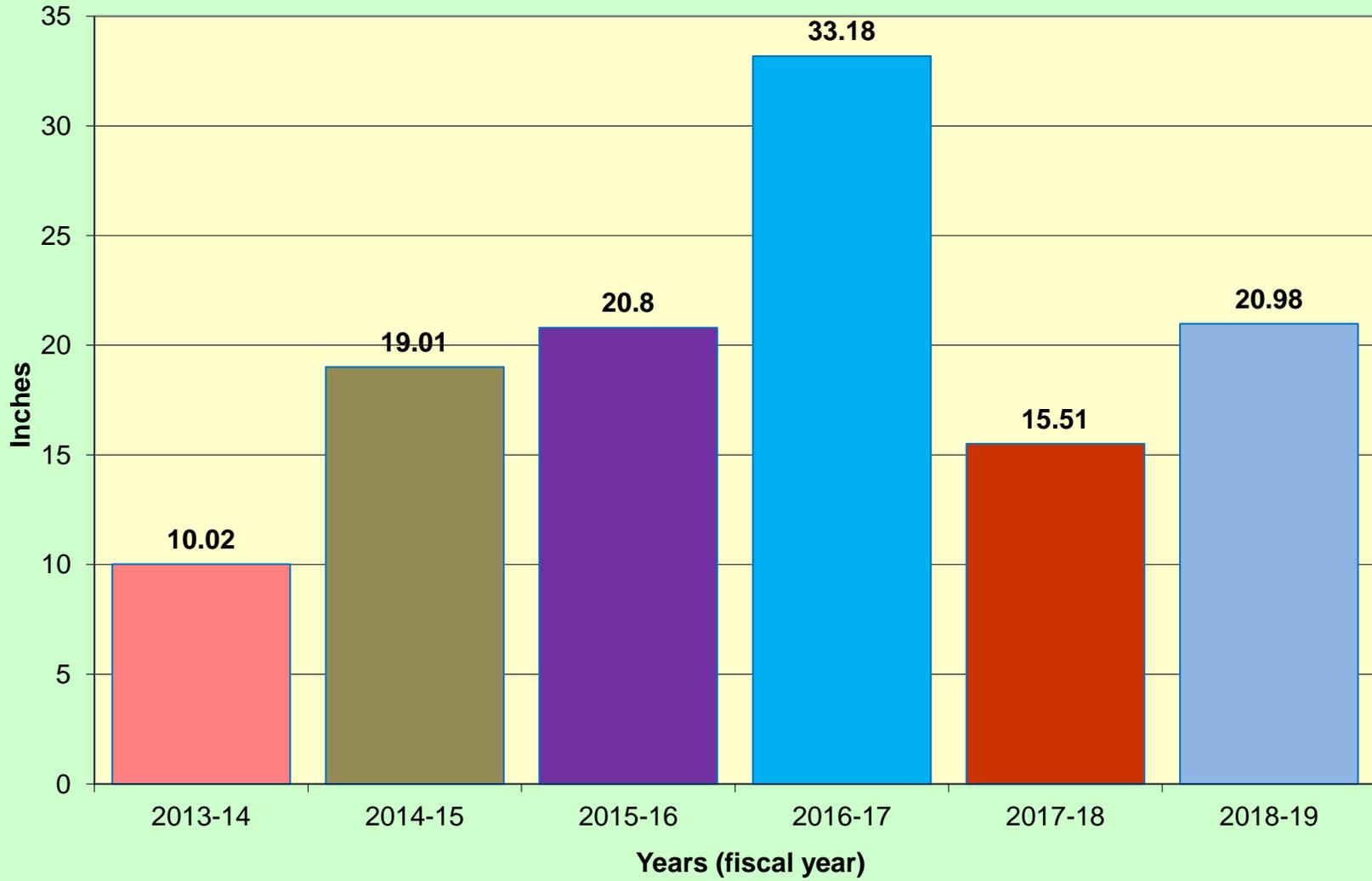


Rainfall Total Comparison Fiscal Years 18-19



Rain Totals

Fiscal Years 13 - 19



San Francisco Public Utilities Commission Hydrological Conditions Report February 2019

J.Chester, C.Graham, N.Waelty R.Walters March 8, 2019



At the conclusion of the 2019 Mountain Tunnel Shutdown, Hetch Hetchy engineering, surveying and water operations crews inspected Moccasin Power Tunnel. Moccasin Power Tunnel runs ~1 mile between Priest Reservoir and the West Portal Valve House, directly upstream of the Moccasin Powerhouse Penstocks. Inspected facilities include the Priest Bypass Valve (upper left), Moccasin Power Tunnel (upper right), Moccasin Surge Tower and Rock Trap (lower left) and West Portal Butterfly Valves (lower right). All facilities were found to be in satisfactory condition for continued operation, however, future capital projects are required to rehabilitate this asset which is almost 100 years old.

System Storage

Current Tuolumne System and Local Bay Area storage conditions are summarized in Table 1.

Table 1 Current System Storage as of March 1, 2019							
Reservoir	Current Storage		Maximum Storage		Available Capacity		Percentage of Maximum Storage
	acre-feet	millions of gallons	acre-feet	millions of gallons	acre-feet	millions of gallons	
Tuolumne System							
Hetch Hetchy Reservoir ¹	297,545		340,830		43,285		87%
Cherry Reservoir ²	211,838		268,810		56,972		79%
Lake Eleanor ³	17,976		21,495		3,519		84%
Water Bank	570,000		570,000		0		100%
Tuolumne Storage	1,097,359		1,201,135		103,776		91%
Local Bay Area Storage							
Calaveras Reservoir ⁴	55,969	18,237	96,824	31,550	40,855	13,313	58%
San Antonio Reservoir	43,919	14,311	50,496	16,454	6,576	2,143	87%
Crystal Springs Reservoir	50,727	16,529	58,377	19,022	7,650	2,493	87%
San Andreas Reservoir	17,913	5,837	18,996	6,190	1,084	353	94%
Pilarcitos Reservoir	2,404	783	2,995	976	591	192	80%
Total Local Storage	170,932	55,698	227,688	74,192	56,756	18,494	75%
Total System	1,268,291		1,428,823		160,532		89%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates deactivated.

² Maximum Cherry Reservoir storage with flash-boards removed.

³ Maximum Lake Eleanor storage with flash-boards removed.

⁴ Available capacity does not take into account current DSOD storage restrictions.

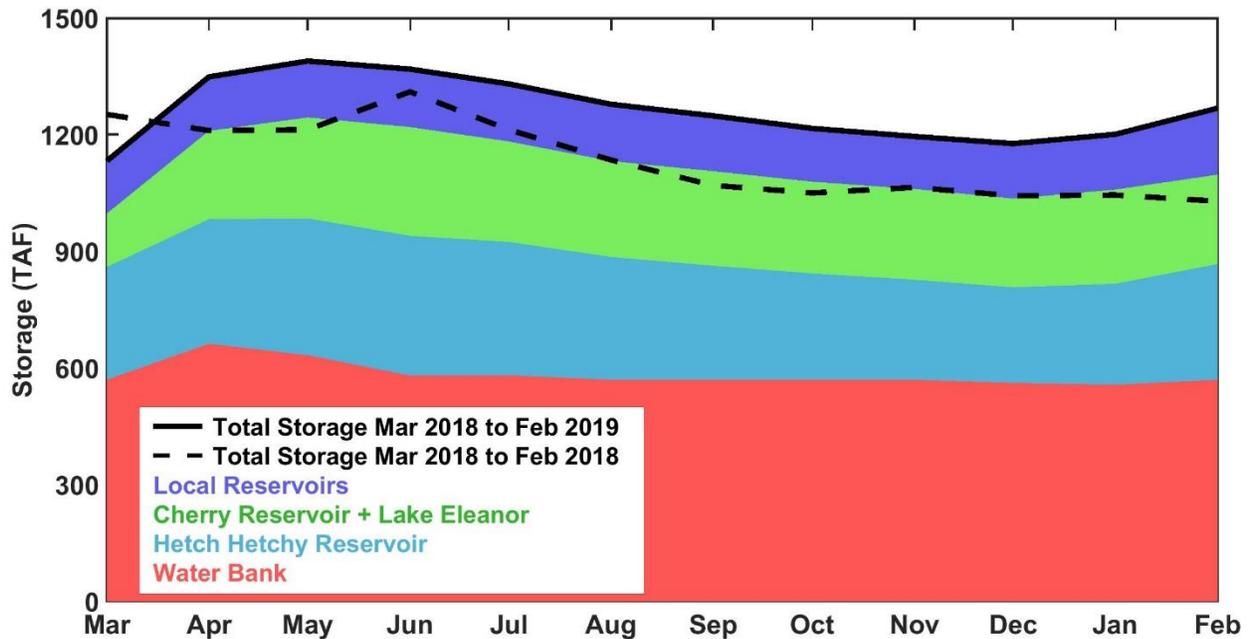


Figure 1: Monthly system storage for past 12 months in thousand acre-feet (TAF). Color bands show contributions to total system storage. Solid black line shows total system storage for the past 12 months. Dashed black line shows total system storage the previous 12 months.

Hetch Hetchy System Precipitation Index

Current Month: The February 2019 six-station precipitation index was 14.64 inches, or 240% of the average index for the month. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

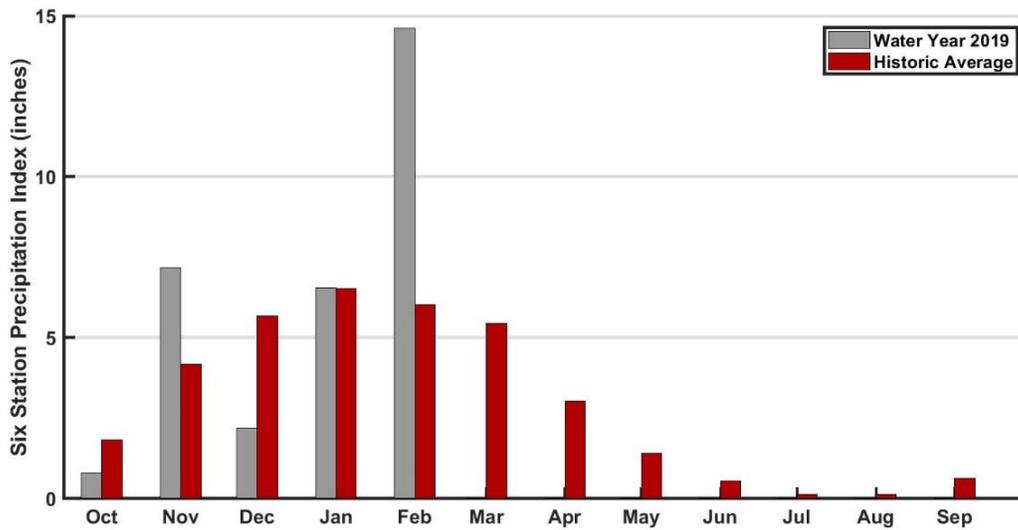


Figure 2: Monthly distribution of the six-station precipitation index as compared to the annual average precipitation for February 2019. The precipitation index is computed as the average of six Sierra precipitation stations and is an indicator of the overall basin wetness.

Cumulative Precipitation to Date: As of March 1st, the six-station precipitation index for Water Year 2019 was 31.36 inches, which is 88% of the average annual water year total. Hetch Hetchy Weather Station received 13.02 inches of precipitation in February, for a total of 28.38 inches for Water Year 2019. The cumulative Hetch Hetchy Weather Station precipitation is shown in Figure 3 in red.

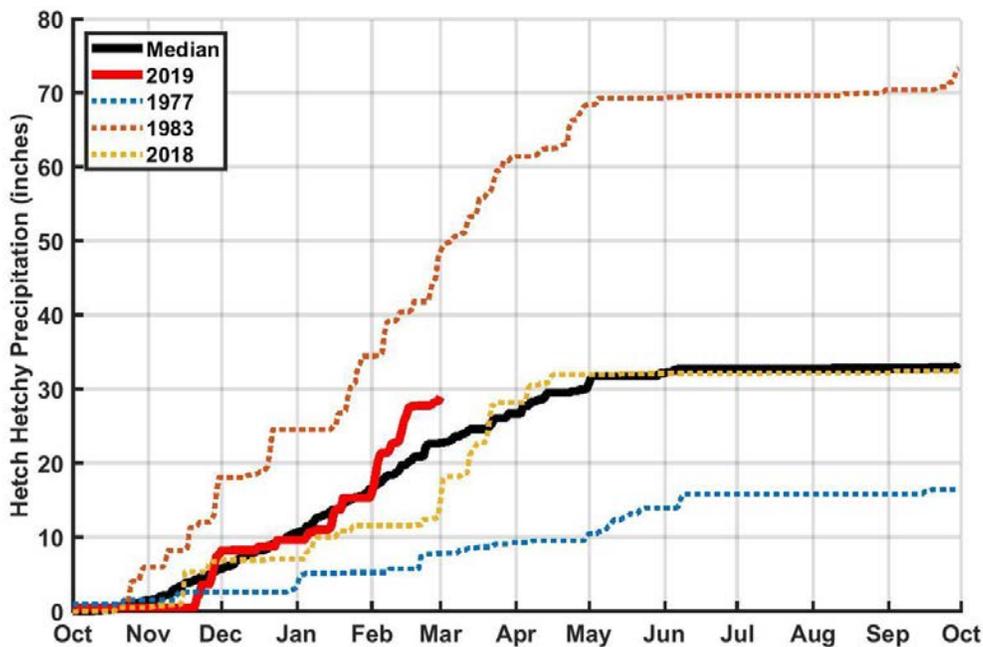


Figure 3: Water Year 2019 cumulative precipitation measured at Hetch Hetchy Weather Station. Median cumulative precipitation measured at Hetch Hetchy Weather Station and example wet and dry years are included with WY 2019 for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange for February 2019 is summarized below in Table 2.

Calculated reservoir inflows and Water Available to City								
* All flows are in acre-feet	February 2019				October 1, 2018 through February 28, 2019			
	Observed Flow	Median ¹	Mean ¹	Percent of Mean	Observed Flow	Median ¹	Mean ¹	Percent of Mean
Inflow to Hetch Hetchy Reservoir	46,566	21,665	24,894	187%	86,489	70,997	88,792	97%
Inflow to Cherry Reservoir and Lake Eleanor	58,251	22,803	26,411	221%	102,872	73,826	96,422	107%
Tuolumne River at La Grange	344,136	112,937	140,708	245%	534,131	312,576	410,464	130%
Water Available to City	210,825	20,399	53,518	394%	241,238	55,984	155,788	155%

¹Hydrologic Record: 1919-2015

Hetch Hetchy System Operations

There were minimal power draft and stream releases from Hetch Hetchy Reservoir during the month of February, total of 8,223 acre-feet, due to the planned Hetch Hetchy Aqueduct maintenance shutdown. Precipitation thus far in Water Year 2019 result in a Water Year Type A (normal to wet conditions) for Hetch Hetchy Reservoir, which will be maintained through at least June 1st, 2019. Hetch Hetchy Reservoir minimum instream release requirements for the month of February were 60 cfs. Instream release requirements for March 2019 are 60 cfs. Supply forecasts show that there is water available from Hetch Hetchy Reservoir to generate at full capacity at Kirkwood Powerhouse through the end of runoff. Hetch Hetchy Reservoir inflows are currently being managed via power draft and instream releases.

Cherry Reservoir power generation and valve releases totaled 38,618 acre-feet for the month and were used to maintain seasonal target elevations. The required minimum instream release from Cherry Reservoir was 5 cfs for February and will remain at this rate through June 30. Required minimum release from Lake Eleanor was 5 cfs for February and increased to 10 cfs for March. There were 11 days of transfers of water from Lake Eleanor to Cherry Reservoir in February for total of 5,169 acre-feet.

Priest Reservoir is currently being refilled and returned to service following the January 8-March 9 SJPL shutdown and Mountain Tunnel inspections and repairs. Moccasin Reservoir has been refilled according to DSOD guidance to an elevation of 905 feet and will remain at this elevation until repairs from the March 22nd 2018 storm are completed.

Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for February was 73 MGD. The Sunol Valley Water Treatment Plant production rate for the month was 79 MGD.

Local System Water Delivery

The average February delivery rate was 150 MGD, which is a 2% decrease below January delivery rate of 154 MGD.

Local Precipitation

A wet weather pattern was well established during February. Total precipitation measurements were above average for the month. The rainfall summary for February 2019 is presented in Table 3.

Weather Station Location	February		Water Year 2019	
	Total (inches)	Percent of Mean for the Month	Total (inches)	Percent of Mean for the Year-To-Date
Pilarcitos Reservoir	11.81	177 %	25.59	93 %
Lower Crystal Springs Reservoir	8.51	173 %	19.81	102 %
Calaveras Reservoir	6.57	167 %	15.31	100 %

Snowmelt and Water Supply

February 2019 was the coldest on record, as measured at the Cherry Valley Dam Weather Station. Cold weather plus a wet February resulted in significant snow accumulation above 3000 ft. Based on the snow pillows, February 1st snow pack is currently 155% of the April 1st median and 176% of normal to date (see plot below). The Snow Surveys (stars) show snowpack is 140% of the April 1st median. Snowpack is highly correlated with future inflows in the Tuolumne Basin, suggesting that this will be a high runoff year.

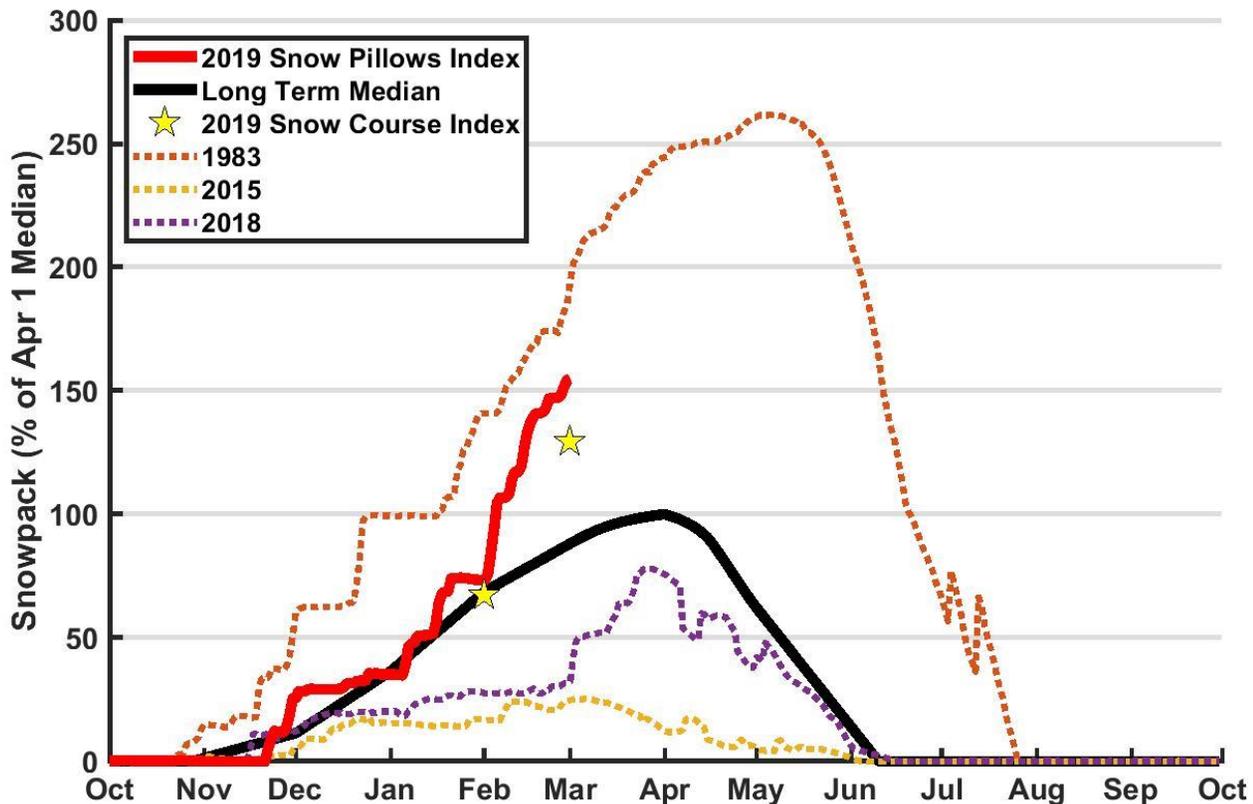


Figure 4: Tuolumne River Basin 10 Station Snow Index (lines), based on real time snow pillow SWE measurements in the Tuolumne Basin. Stars are an average of the snow survey sites in the basin.

The extensive snowpack, combined with upcountry reservoirs at or above seasonal storage targets, results in forecasts of sufficient future inflows to accommodate full available generation at all powerhouses throughout runoff and refilling of the Tuolumne River system by the end of runoff. Deep snowpack at elevation and continued cool weather indicate the possibility of an extended runoff season, expected to last through July. This will result in high water availability throughout the spring and summer. The expected spill from Hetch Hetchy Reservoir will be managed through valve releases via the UTREP program starting in April and continuing through the end of runoff. Cherry Reservoir is expected to fill with some valve releases required. Lake Eleanor will remain near full throughout the spring, as inflows will exceed our ability to transfer to Cherry Reservoir for power generation at Holm Powerhouse.

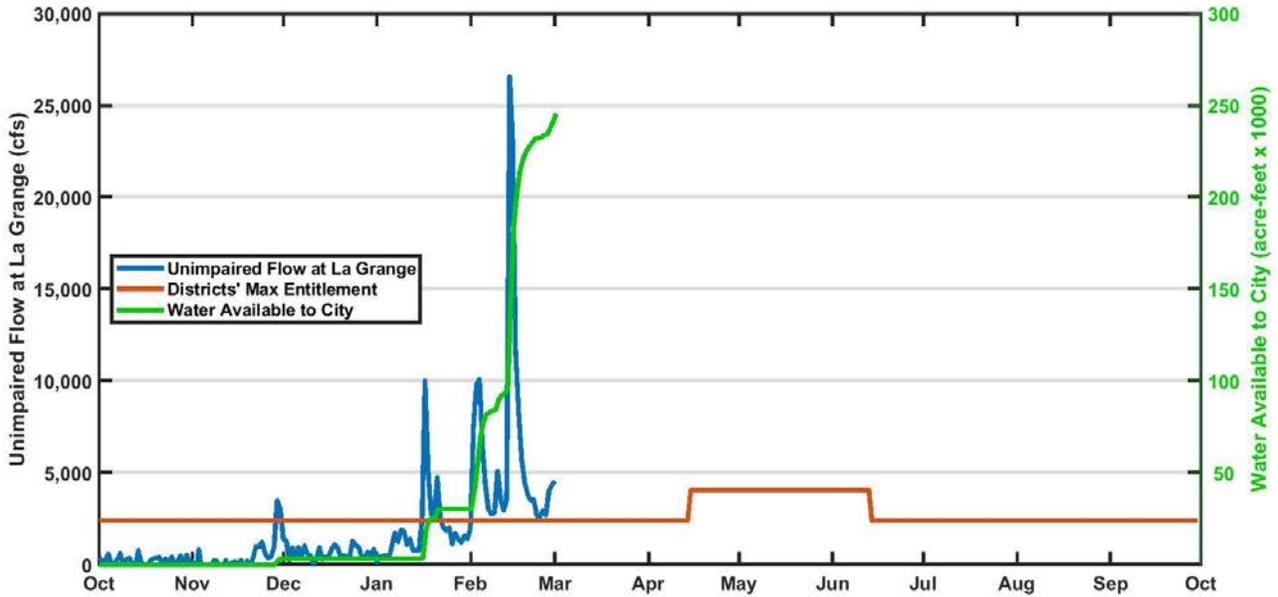


Figure 5: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. To date there has been 241,238 ac-ft available to the city in Water Year 2019.

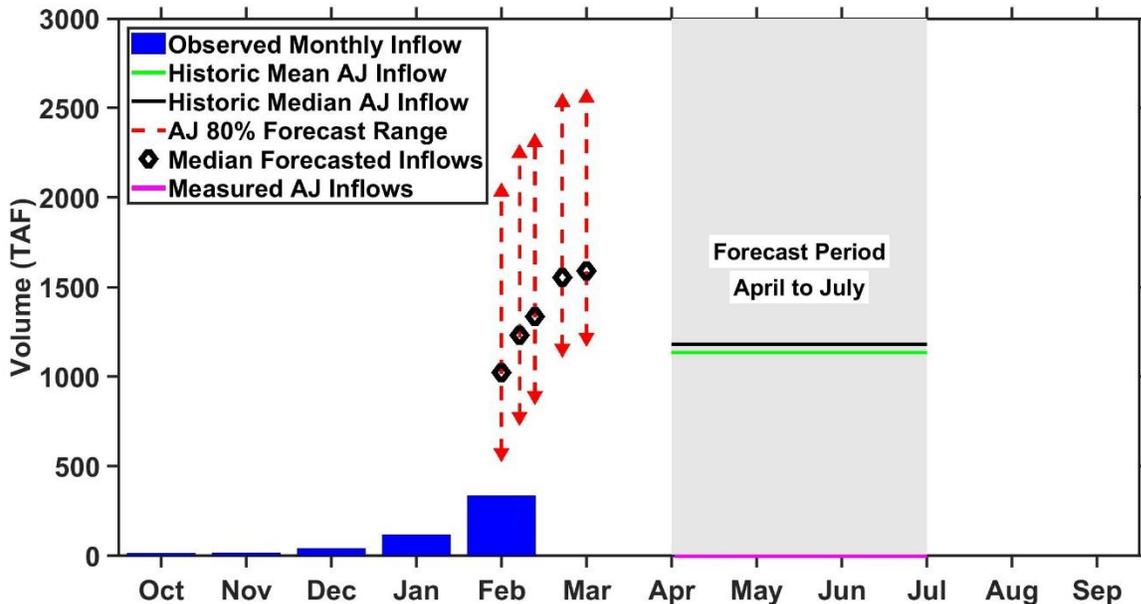


Figure 6: The Water Supply Forecast Model (WSFM) median forecast at La Grange rose above the long term average, due to significant snowpack and precipitation in the month of February. The March 1st WSFM forecast predicts sufficient inflows to refill the Tuolumne River System by the end of runoff.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Dave Dickson, General Manager

Agenda: April 9, 2019

Date: April 2, 2019

Subject: Acceptance of Subdivision Utility System
Ailanto Properties Pacific Ridge Subdivision
Pacific Ridge - Phase II, Half Moon Bay

Recommendation:

Accept the Subdivision Utility System for Pacific Ridge Phase II, Half Moon Bay (APN's 056-350-010 and 048-269-220) in accordance with the terms of the Water Service Agreement (Agreement) between Coastside County Water District (District) and Ailanto Properties, Inc. (Applicant) dated September 8, 2009, as complete.

Background:

The Subdivision Utility System for Pacific Ridge Phase II was completed in March 2019 in accordance with the District regulations. The Applicant has met all of the conditions specified in the Agreement.

Fiscal Impact:

None. All costs for the construction of the project have been borne by the applicant.



STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, Assistant General Manager

Agenda: April 9, 2019

Report

Date: April 5, 2019

Subject: Quarterly Financial Review

Recommendation:

Information Only.

Background:

The attached Period Budget Analysis summarizes year-to-date revenue and expenses for the first nine months of Fiscal Year 2018-2019. Key highlights include:

- Year-to-date revenue is \$202,000 above budget due to higher tax receipts than plan by \$210,000 (which includes a \$58,000 one-time ERAF payment); \$22,000 additional LAIF interest; and offset by (\$21,000) in lower operating revenues, and (\$9,000) in lower non-operating revenues than budget.
- Year-to-date operating expenses are \$59,000 over budget due to:
 - Water purchased from SFPUC is (\$541,000) higher than budget, primarily due to our inability to utilize local source water at Denniston during the July to December 2018 timeframe due to the lack of rainfall.
 - This budget overage is offset by:
 - \$198,000 personnel-related cost savings due to vacancies and the partial service retirement of the General Manager resulting in a reduction of his salary expenses;
 - \$105,000 savings in PG&E expenses, due to not using Denniston in the first half of the year, and relying more heavily on Pilarcitos Lake (which is gravity fed) vs. the Crystal Springs Reservoir;
 - \$119,000 savings in outside professional services (including Legal and Engineering services);
 - \$35,000 one-time refund from the ACWA-JPIA Insurance Rate Stabilization Fund
 - \$25,000 savings for election expenses.

- Year-to-date debt service payments are \$98,000 under budget due to the refinancing of the District's 2006 Series B Bonds that occurred in July, 2018.
- In summary, with nine months into the Fiscal year, the combined operating and non-operating expenses are within 1% of the budget.

Capital Improvement Plan (CIP):

Excluding the carryover spend on Fiscal Year 2017/2018 projects, the CIP spend for the Fiscal Year 2018/2019 \$3.5M CIP Plan is expected to fall short by at least \$1.5M due to project delays. Staff is currently working with EKI Environment and Water Inc. to project manage the CIP, and to accelerate work on key projects as we move into Fiscal Year 2019/2020.

Cash Reserves:

Cash balances are \$2,050,000 higher than the previous year, primarily due to project delays on the Fiscal Year 2018/2019 CIP Plan.

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
31-Mar-19

ACCOUNT	DESCRIPTION	YTD BUDGET	YTD ACTUAL	Variance Favorable (Unfavorable)	% Variance
OPERATING REVENUE					
1-0-4120-00	Water Revenue -All Areas	8,810,910.00	8,776,938.31	(33,971.69)	-0.4%
1-0-4170-00	Water Taken From Hydrants	37,500.00	50,034.25	12,534.25	33.4%
TOTAL OPERATING REVENUE		8,848,410.00	8,826,972.56	(21,437.44)	-0.2%
NON-OPERATING REVENUE					
1-0-4180-00	Late Notice -10% Penalty	45,000.00	45,077.30	77.30	0.2%
1-0-4230-00	Service Connections	7,500.00	9,556.03	2,056.03	27.4%
1-0-4920-00	Interest Earned	4,677.00	26,879.70	22,202.70	474.7%
1-0-4930-00	Tax Apportionments/Cnty Checks	478,000.00	533,409.12	55,409.12	
1-0-4950-00	Miscellaneous Income	18,750.00	8,322.91	(10,427.09)	-55.6%
1-0-4955-00	Cell Site Lease Income	123,750.00	123,184.12	(565.88)	-0.5%
1-0-4965-00	ERAF REFUND -County Taxes	325,000.00	479,200.50	154,200.50	0.0%
TOTAL NON-OPERATING REVENUE		1,002,677.00	1,225,629.68	222,952.68	22.2%
TOTAL REVENUES		9,851,087.00	10,052,602.24	201,515.24	2.0%
OPERATING EXPENSES					
1-1-5130-00	Water Purchased	1,325,000.00	1,865,851.25	(540,851.25)	-40.8%
1-1-5230-00	Pump Exp, Nunes T P	32,022.00	28,684.17	3,337.83	10.4%
1-1-5231-00	Pump Exp, CSP Pump Station	234,945.00	220,278.67	14,666.33	6.2%
1-1-5232-00	Pump Exp, Trans. & Dist.	20,223.00	15,506.91	4,716.09	23.3%
1-1-5233-00	Pump Exp, Pilarcitos Canyon	37,000.00	23,414.07	13,585.93	36.7%
1-1-5234-00	Pump Exp. Denniston	97,500.00	28,532.24	68,967.76	70.7%
1-1-5242-00	CSP Pump Station Operations	8,025.00	13,398.35	(5,373.35)	-67.0%
1-1-5243-00	CSP Pump Station Maintenance	27,750.00	10,884.03	16,865.97	60.8%
1-1-5246-00	Nunes T P Operations	58,387.00	61,759.04	(3,372.04)	-5.8%
1-1-5247-00	Nunes T P Maintenance	91,875.00	47,643.15	44,231.85	48.1%
1-1-5248-00	Denniston T.P. Operations	35,250.00	33,238.63	2,011.37	5.7%
1-1-5249-00	Denniston T.P. Maintenance	76,387.00	130,047.71	(53,660.71)	-70.2%
1-1-5250-00	Laboratory Services	53,587.00	55,761.19	(2,174.19)	-4.1%
1-1-5260-00	Maintenance -General	218,775.00	222,276.79	(3,501.79)	-1.6%
1-1-5261-00	Maintenance -Well Fields	30,000.00	1,060.89	28,939.11	96.5%
1-1-5263-00	Uniforms	12,500.00	8,819.28	3,680.72	0.0%
1-1-5318-00	Studies/Surveys/Consulting	109,000.00	93,930.59	15,069.41	13.8%

ACCOUNT	DESCRIPTION	YTD BUDGET	YTD ACTUAL	Variance Favorable (Unfavorable)	% Variance
1-1-5321-00	Water Resources	18,900.00	15,249.50	3,650.50	19.3%
1-1-5322-00	Community Outreach	24,700.00	14,538.80	10,161.20	41.1%
1-1-5381-00	Legal	75,000.00	35,776.00	39,224.00	52.3%
1-1-5382-00	Engineering	45,000.00	4,376.00	40,624.00	90.3%
1-1-5383-00	Financial Services	16,000.00	8,430.00	7,570.00	47.3%
1-1-5384-00	Computer Services	120,700.00	131,418.12	(10,718.12)	-8.9%
1-1-5410-00	Salaries/Wages-Administration	828,605.00	706,455.32	122,149.68	14.7%
1-1-5411-00	Salaries & Wages -Field	1,023,466.00	979,792.29	43,673.71	4.3%
1-1-5420-00	Payroll Tax Expense	129,883.00	120,966.36	8,916.64	6.9%
1-1-5435-00	Employee Medical Insurance	328,740.00	333,312.16	(4,572.16)	-1.4%
1-1-5436-00	Retiree Medical Insurance	37,443.00	33,322.49	4,120.51	11.0%
1-1-5440-00	Employees Retirement Plan	449,145.00	425,165.06	23,979.94	5.3%
1-1-5445-00	Supplemental Retirement 401a	0.00	0.00	0.00	0.0%
1-1-5510-00	Motor Vehicle Expense	45,000.00	57,673.92	(12,673.92)	-28.2%
1-1-5620-00	Office Supplies & Expense	196,200.00	182,018.77	14,181.23	7.2%
1-1-5625-00	Meetings / Training / Seminars	19,500.00	32,894.22	(13,394.22)	-68.7%
1-1-5630-00	Insurance	96,750.00	74,294.00	22,456.00	23.2%
1-1-5687-00	Membership, Dues, Subscript.	60,970.00	59,309.86	1,660.14	2.7%
1-1-5688-00	Election Expenses	25,000.00	0.00	25,000.00	0.0%
1-1-5689-00	Labor Relations	4,500.00	0.00	3,000.00	66.7%
1-1-5700-00	San Mateo County Fees	13,000.00	14,309.38	(1,309.38)	
1-1-5705-00	State Fees	32,500.00	28,316.59	4,183.41	
TOTAL OPERATING EXPENSES		6,059,228.00	6,118,705.80	(59,477.80)	-1.0%
CAPITAL ACCOUNTS					
1-1-5712-00	Debt Svc/Existing Bonds 2006B	486,383.00	(1,812.44)	488,195.44	0.0%
1-1-5715-00	Debt Svc/CIEDB 11-099 (I-BANK)	336,126.00	336,125.36	0.64	0.0%
1-1-5716-00	Debt Svc/CIEDB 2016 (I-BANK)	324,235.00	324,234.72	0.28	0.0%
1-1-5717-00	Chase Bank - 2018 Loan	0.00	390,286.27	(390,286.27)	
TOTAL CAPITAL ACCOUNTS		1,146,744.00	1,048,833.91	97,910.09	8.5%
TOTAL EXPENSES		7,205,972.00	7,167,539.71	38,432.29	0.5%
CONTRIBUTION TO CIP/RESERVES		2,645,115.00	2,885,062.53		

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: April 9, 2019

Report Date: April 3, 2019

Subject: Coastside County Water District Board Committees

Recommendation:

None.

Background:

The Board discussed Board Committees and revised the committee assignment list at the February 12, 2019 Board meeting. Following the appointment of Jim Larimer on March 12, 2019 to fill the Board vacancy, President Coverdell updated the committee assignments (attached). The updated committee assignment list proposed by President Coverdell is being presented to the Board for consideration at this time.

COASTSIDE COUNTY WATER DISTRICT

BOARD COMMITTEES

Updated: March 13, 2019

<u>Standing Committees</u>	<u>Directors</u>
Finance Committee	Coverdell, Feldman
Human Resources Committee	Feldman, Mickelsen
District Facilities Committee	Reynolds, Larimer

<u>Advisory Committees</u>	<u>Directors</u>
Montara Water & Sanitary District (MWSD) Mutual Interest Committee	Feldman, Mickelsen
Recycled Water Committee	Reynolds, Larimer

<u>External Organizations</u>	<u>Directors</u>
Association of California Water Agencies (ACWA)	Reynolds
Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA)	Reynolds
California Special District Association (CSDA)	Feldman
Bay Area Water Supply & Conservation Agency (BAWSCA) 4-year term- June 2013 to June 30, 2017	Mickelsen
Local Agency Formation Commission (LAFCo) <i>- All other Directors are designated as alternates for the purpose of participation in LAFCo's election of officers</i>	Coverdell

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, Assistant General Manager

Agenda: April 9, 2019

Report

Date: April 5, 2019

Subject: Assistant General Manager's Report

Recommendation: none

Background:

- On March 27, Mary Rogren and Cathleen Brennan participated on a panel at the BAWSCA/SCVWD AMI Workshop. Our section was entitled "AMI Customer Engagement Approaches." We will provide the Board with highlights of our presentation.
- In March, 2019, we successfully launched monthly billing with our Ocean Colony customers. The next group to go on monthly billing is the Clipper Ridge neighborhood (in May, 2019.) All other customers will go on monthly billing in Fall, 2019.

MONTHLY REPORT

To: David Dickson, General Manager
From: James Derbin, Superintendent of Operations
Agenda: April 9, 2019

Report
Date: April 3, 2019

Monthly Highlights

- Replaced 14 hydrants:
 - Grand/St. James
 - Railroad/Spruce
 - Alsace Lorraine/Correas
 - 304 Miramontes
 - 225A South Cabrillo Hwy (Shoreline)
 - 440 Valdez
 - 609 Marseille
 - Vallejo Street/San Carlos
 - Troon
 - 453 Potter
 - Filbert/Third
 - Grand/Ralston
 - 635 Railroad
 - 236 Valdez
 - Replaced 37 hydrants this FY
- Relocated Air Relief Valve on Columbus St.
- Replaced PRV vault lid, Santiago/Ventura
- Tested 12 hydrant meters for accuracy
- Replaced clearwell sample pump at NWTP
- Sean Donovan presented at the CA/NV AWWA Spring conference in Sacramento

Sources of Supply

- March Sources:
 - Denniston Reservoir, Pilarcitos Lake/Wells

Projects

- Bell Moon Pipeline Replacement will proceed once easements are secured
- CSP Cla-Val Pump Control Valves arrived, staff will install in April
- Casa Del Mar PRV Project and the Ferdinand Pipeline Replacement Project out to bid. Bid openings are on 4/19/19 and 4/25/19.
- Working with Pakpour Consulting Group on Alves Recoating/Rehabilitation project. 95% Specs/Plans, due April 12.

STAFF REPORT

To: Board of Directors
From: Cathleen Brennan, Water Resources Analyst
Agenda: April 9, 2019
Report: April 3, 2019
Subject: Water Resources Informational Report
Attachment: Statewide Summary of Snow Water Content



April Snow Survey Results for California

The annual April snow survey performed by the Department of Water Resources provides critical measurements to determine the available water supply for the rest of the year. Water content of the snowpack is usually at its highest in the beginning of April, before snow melt is accelerated. The manual measurements are supplemented with measurements from snow pillows and this data is used to determine water content in the Sierra Nevada snowpack and to estimate the spring runoff.

The Sierra Nevada snowpack is estimated to be at 162 percent of average for April 1st. The above average snowpack along with normal precipitation in local watersheds will provide the District with adequate water supplies through 2019 and into 2020.

The attachment on page 2 is a summary that shows the snowpack measurements in the northern, central and southern regions of the Sierra Nevada Mountains.

A healthy snowpack is important to the District's imported water supplies from the SFPUC.

Additional information on the condition of imported water from SFPUC can be found in the SFPUC's Hydrological Conditions Report.





Statewide Summary of Snow Water Content

Current Regional Snowpack from Automated Snow Sensors

% of April 1 Average / % of Normal for This Date



NORTH	
Data as of April 2, 2019	
Number of Stations Reporting	30
Average snow water equivalent (Inches)	47.9
Percent of April 1 Average (%)	164
Percent of normal for this date (%)	165

CENTRAL	
Data as of April 2, 2019	
Number of Stations Reporting	39
Average snow water equivalent (Inches)	47.7
Percent of April 1 Average (%)	165
Percent of normal for this date (%)	165

SOUTH	
Data as of April 2, 2019	
Number of Stations Reporting	28
Average snow water equivalent (Inches)	38.5
Percent of April 1 Average (%)	153
Percent of normal for this date (%)	153

STATE	
Data as of April 2, 2019	
Number of Stations Reporting	97
Average snow water equivalent (Inches)	45.1
Percent of April 1 Average (%)	162
Percent of normal for this date (%)	162

Statewide Average: 162% / 162%

Data as of April 2, 2019

Updated 04/03/2019 09:18 AM