Coastside County Water District

Monthly Budget Report

Account Summary

For Fiscal: 2017-2018 Period Ending: 09/30/2017

		September Budget	September 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	955,138.00	958,174.10	3,036.10	0.32 %	3,259,046.00	3,402,561.20	143,515.20	4.40 %	10,805,600.00
	Total RevType: 1 - Operating:	**955,138.00**	**958,174.10**	**3,036.10**	**0.32 %**	**3,259,046.00**	**3,402,561.20**	**143,515.20**	**4.40 %**	**10,805,600.00**
RevType: 2 - Non-Operating										
1-4170-00	Water Taken From Hydrants	4,165.00	6,716.03	2,551.03	61.25 %	12,495.00	17,907.80	5,412.80	43.32 %	50,000.00
1-4180-00	Late Notice - 10% Penalty	4,998.00	5,810.02	812.02	16.25 %	14,994.00	15,492.92	498.92	3.33 %	60,000.00
1-4230-00	Service Connections	833.00	626.64	-206.36	-24.77 %	2,499.00	3,485.85	986.85	39.49 %	10,000.00
1-4920-00	Interest Earned	0.00	0.00	0.00	0.00 %	1,543.00	2,374.43	831.43	53.88 %	6,174.00
1-4930-00	Tax Apportionments/County Checks	0.00	0.00	0.00	0.00 %	0.00	517.31	517.31	0.00 %	700,000.00
1-4950-00	Miscellaneous Income	3,083.00	365.00	-2,718.00	-88.16 %	9,250.00	8,682.43	-567.57	-6.14 %	37,000.00
1-4955-00	Cell Site Lease Income	12,833.00	13,005.01	172.01	1.34 %	38,500.00	38,647.63	147.63	0.38 %	154,000.00
1-4965-00	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	250,000.00
	Total RevType: 2 - Non-Operating:	**25,912.00**	**26,522.70**	**610.70**	**2.36 %**	**79,281.00**	**87,108.37**	**7,827.37**	**9.87 %**	**1,267,174.00**
	Total Revenue:	**981,050.00**	**984,696.80**	**3,646.80**	**0.37 %**	**3,338,327.00**	**3,489,669.57**	**151,342.57**	**4.53 %**	**12,072,774.00**
Expense										
ExpType: 1 - Operating										
1-5130-00	Water Purchased	273,469.00	175,152.71	98,316.29	35.95 %	867,322.00	698,079.08	169,242.92	19.51 %	2,106,991.00
1-5230-00	Nunes T P Pump Expense	3,357.00	3,019.31	337.69	10.06 %	10,070.00	10,442.01	-372.01	-3.69 %	40,280.00
1-5231-00	CSP Pump Station Pump Expense	50,000.00	66,804.63	-16,804.63	-33.61 %	150,000.00	145,262.58	4,737.42	3.16 %	318,000.00
1-5232-00	Other Trans. & Dist Pump Expense	3,000.00	2,045.09	954.91	31.83 %	8,500.00	6,984.17	1,515.83	17.83 %	25,440.00
1-5233-00	Pilarcitos Canyon Pump Expense	700.00	213.27	486.73	69.53 %	2,400.00	248.40	2,151.60	89.65 %	32,309.00
1-5234-00	Denniston T P Pump Expense	5,000.00	9,646.18	-4,646.18	-92.92 %	18,000.00	29,448.87	-11,448.87	-63.60 %	92,220.00
1-5242-00	CSP Pump Station Operations	875.00	679.93	195.07	22.29 %	2,625.00	2,232.40	392.60	14.96 %	10,500.00
1-5243-00	CSP Pump Station Maintenance	1,388.00	1,163.13	224.87	16.20 %	4,164.00	3,009.59	1,154.41	27.72 %	37,000.00
1-5246-00	Nunes T P Operations - General	6,000.00	3,677.04	2,322.96	38.72 %	18,000.00	14,854.98	3,145.02	17.47 %	72,000.00
1-5247-00	Nunes T P Maintenance	10,200.00	14,951.86	-4,751.86	-46.59 %	30,600.00	22,715.78	7,884.22	25.77 %	122,500.00
1-5248-00	Denniston T P Operations-General	1,500.00	12,965.38	-11,465.38	-764.36 %	6,000.00	15,562.20	-9,562.20	-159.37 %	34,500.00
1-5249-00	Denniston T.P. Maintenance	5,000.00	8,452.30	-3,452.30	-69.05 %	15,000.00	17,830.57	-2,830.57	-18.87 %	60,000.00
1-5250-00	Laboratory Expenses	4,000.00	4,399.75	-399.75	-9.99 %	12,000.00	12,586.74	-586.74	-4.89 %	53,000.00
1-5260-00	Maintenance - General	24,309.00	16,702.01	7,606.99	31.29 %	72,925.00	45,272.81	27,652.19	37.92 %	291,700.00
1-5260-11	Maintenance - Paving	0.00	-75.42	75.42	0.00 %	0.00	0.00	0.00	0.00 %	0.00
1-5261-00	Maintenance - Well Fields	3,500.00	0.00	3,500.00	100.00 %	10,500.00	0.00	10,500.00	100.00 %	40,000.00
1-5263-00	Uniforms	0.00	0.00	0.00	0.00 %	3,700.00	4,763.62	-1,063.62	-28.75 %	10,000.00
1-5318-00	Studies/Surveys/Consulting	10,000.00	0.00	10,000.00	100.00 %	30,000.00	10,500.00	19,500.00	65.00 %	160,000.00

		September Budget	September Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
1-5321-00	Water Resources	3,083.00	300.00	2,783.00	90.27 %	9,250.00	3,893.63	5,356.37	57.91 %	37,000.00
1-5322-00	Community Outreach	3,000.00	907.47	2,092.53	69.75 %	7,000.00	1,157.47	5,842.53	83.46 %	54,700.00
1-5381-00	Legal	9,167.00	9,727.50	-560.50	-6.11 %	27,501.00	18,400.00	9,101.00	33.09 %	110,000.00
1-5382-00	Engineering	8,333.00	-720.00	9,053.00	108.64 %	25,000.00	8,037.56	16,962.44	67.85 %	100,000.00
1-5383-00	Financial Services	0.00	1,500.00	-1,500.00	0.00 %	6,000.00	6,482.00	-482.00	-8.03 %	20,000.00
1-5384-00	Computer Services	12,066.00	6,432.05	5,633.95	46.69 %	36,200.00	23,631.79	12,568.21	34.72 %	144,800.00
1-5410-00	Salaries/Wages-Administration	88,500.00	64,558.42	23,941.58	27.05 %	265,500.00	197,718.10	67,781.90	25.53 %	1,150,980.00
1-5411-00	Salaries & Wages - Field	97,400.00	134,311.41	-36,911.41	-37.90 %	292,200.00	329,634.21	-37,434.21	-12.81 %	1,266,081.00
1-5420-00	Payroll Tax Expense	13,120.00	11,933.58	1,186.42	9.04 %	39,360.00	37,236.19	2,123.81	5.40 %	170,555.00
1-5435-00	Employee Medical Insurance	35,880.00	33,463.04	2,416.96	6.74 %	107,640.00	94,367.07	13,272.93	12.33 %	447,056.00
1-5436-00	Retiree Medical Insurance	3,767.00	4,511.28	-744.28	-19.76 %	11,301.00	12,747.60	-1,446.60	-12.80 %	47,215.00
1-5440-00	Employees Retirement Plan	41,875.00	41,349.62	525.38	1.25 %	125,625.00	120,435.36	5,189.64	4.13 %	544,380.00
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	4,225.00	2,178.45	2,046.55	48.44 %	12,675.00	8,255.58	4,419.42	34.87 %	50,700.00
1-5620-00	Office & Billing Expenses	18,792.00	15,295.80	3,496.20	18.60 %	56,376.00	53,024.37	3,351.63	5.95 %	225,500.00
1-5625-00	Meetings / Training / Seminars	2,000.00	2,425.58	-425.58	-21.28 %	6,000.00	4,418.08	1,581.92	26.37 %	24,000.00
1-5630-00	Insurance	10,000.00	10,457.16	-457.16	-4.57 %	30,000.00	30,667.48	-667.48	-2.22 %	120,000.00
1-5687-00	Membership, Dues, Subscript.	2,000.00	1,292.00	708.00	35.40 %	10,000.00	11,071.67	-1,071.67	-10.72 %	75,350.00
1-5689-00	Labor Relations	0.00	0.00	0.00	0.00 %	3,000.00	0.00	3,000.00	100.00 %	6,000.00
1-5700-00	San Mateo County Fees	1,667.00	0.00	1,667.00	100.00 %	5,000.00	0.00	5,000.00	100.00 %	20,000.00
1-5705-00	State Fees	4,000.00	0.00	4,000.00	100.00 %	4,000.00	0.00	4,000.00	100.00 %	24,000.00
	Total ExpType: 1 - Operating:	**761,173.00**	**659,720.53**	**101,452.47**	**13.33 %**	**2,341,434.00**	**2,000,971.96**	**340,462.04**	**14.54 %**	**8,179,757.00**
ExpType: 4 - Capital Related										
1-5712-00	Debt Service/Existing Bonds 2006B	361,956.25	361,918.38	37.87	0.01 %	361,956.25	361,747.38	208.87	0.06 %	486,776.00
1-5715-00	Debt Service/CIEDB 11-099	0.00	0.00	0.00	0.00 %	262,467.17	262,467.17	0.00	0.00 %	336,269.00
1-5716-00	Debt Service/CIEDB 2016	0.00	0.00	0.00	0.00 %	229,848.33	229,848.34	-0.01	0.00 %	324,652.00
	Total ExpType: 4 - Capital Related:	**361,956.25**	**361,918.38**	**37.87**	**0.01 %**	**854,271.75**	**854,062.89**	**208.86**	**0.02 %**	**1,147,697.00**
	Total Expense:	**1,123,129.25**	**1,021,638.91**	**101,490.34**	**9.04 %**	**3,195,705.75**	**2,855,034.85**	**340,670.90**	**10.66 %**	**9,327,454.00**
	Report Total:	**-142,079.25**	**-36,942.11**	**105,137.14**		**142,621.25**	**634,634.72**	**492,013.47**		**2,745,320.00**

COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
September 30, 2017

RESERVE BALANCES	**Current Year as of 9/30/17**	**Prior Year as of 9/30/16**
CAPITAL AND OPERATING RESERVE	$4,781,990.38	$3,540,465.74
RATE STABILIZATION RESERVE	$250,000.00	$250,000.00
TOTAL DISTRICT RESERVES	**$5,031,990.38**	**$3,790,465.74**

ACCOUNT DETAIL		
ACCOUNTS WITH FIRST NATIONAL BANK (FNB)		
CHECKING ACCOUNT	$3,978,407.15	$1,914,164.16
CSP T & S ACCOUNT	$16,930.17	$849,800.36
MONEY MARKET GEN. FUND (Opened 7/20/17)	$2,500.00	$0.00
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	$1,033,453.06	$1,025,801.22
DISTRICT CASH ON HAND	$700.00	$700.00
TOTAL ACCOUNT BALANCES	**$5,031,990.38**	**$3,790,465.74**

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

COASTSIDE COUNTY WATER DISTRICT
APPROVED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2017-2018

9/30/2017

		Approved CIP Budget FY 17/18	Actual To Date FY 17/18	Projected Year-End FY 17/18	Variance vs. Budget	% Completed	Project Status/ Comments
Equipment Purchases & Replacement							
06-03	SCADA/Telemetry/Electrical Controls Replacement	$ 50,000	$ 26,425	$ 50,000	$ -	53%	
08-12	New Service Truck	$ 250,000	$ -	$ 250,000	$ -	0%	On order - $210,000 approved at July 2017 Board meeting
99-02	Vehicle Replacement	$ 90,000	$ -	$ 90,000	$ -	0%	
99-03	Computer Systems	$ 5,000	$ -	$ 5,000	$ -	0%	
99-04	Office Equipment/Furniture	$ 3,000	$ -	$ 3,000	$ -	0%	
Facilities & Maintenance							
08-08	PRV Valves Replacement Project	$ 30,000	$ 5,222	$ 30,000	$ -	17%	
09-07	Advanced Metering Infrastructure	$ 850,000	$ 594,246	$ 980,000	$ (130,000)	70%	Projected year-end includes additional cost for meter installers (approved by the Board in September 2017)
09-09	Fire Hydrant Replacement	$ 40,000	$ 18,510	$ 40,000	$ -	46%	
16-07	Sample Station Replacment Project	$ 20,000	$ 53	$ 20,000		0%	
14-14	Pilarcitos Canyon Road Improvements	$ 100,000	$ 6,829	$ 100,000	$ -	7%	
99-01	Meter Change Program	$ 600,000	$ 389,416	$ 725,000	$ (125,000)	65%	Includes $70K ordered in prior fiscal year/received in current year
Pipeline Projects							
06-02	Highway 1 South Pipeline Replacement Proejct	$ 80,000	$ -	$ 80,000	$ -	0%	
07-03	Pilarcitos Canyon Pipeline Replacement	$ 150,000	$ 28,608	$ 150,000	$ -	19%	
14-01	Replace 12" Welded Steel Line on Hwy 92 at La Nebbia	$ 300,000	$ 131,589	$ 300,000		44%	
14-26	Replace 2" Pipe in Downtown Half Moon Bay	$ 500,000	$ 764	$ 660,000	$ (160,000)	0%	Bid awarded in August 2017. Work is scheduled to start this fall.
18-12	Installation of two (2) valves - Ritz Carlton	$ 20,000		$ 20,000		0%	
Pump Stations / Tanks / Wells							
06-04	Hazen's Tank Replacement	$ 30,000	$ -	$ 30,000	$ -	0%	
08-14	Alves Tank Recoating (Interior & Exterior)	$ 100,000	$ -	$ 100,000	$ -	0%	
13-08	Crystal Springs Spare 350 HP Motor	$ 60,000	$ -	$ 60,000	$ -	0%	
18-02	CSP Air Relief Valves	$ 40,000	$ -	$ 40,000	$ -	0%	
18-03	CSP Spare 500 Pump Rehabilitation	$ 30,000		$ 30,000	$ -	0%	
18-05	Denniston Tank THM Control (Mixer & Blower)	$ 80,000	$ -	$ 80,000	$ -	0%	
18-07	EG #2 Tank Chorlination System (Residual Control System)	$ 50,000	$ -	$ 50,000	$ -	0%	
18-08	CSP Communications	$ 50,000	$ -	$ 50,000	$ -	0%	
Water Supply Development							
17-12	Recycled Water Project Development	$ 100,000	$ -	$ 100,000	$ -	0%	
Water Treatment Plants							
17-04	Denniston Dam Spillway Repairs	$ 90,000		$ 90,000	$ -	0%	
18-09	Denniston Heater	$ 15,000		$ 15,000	$ -	0%	

COASTSIDE COUNTY WATER DISTRICT
APPROVED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2017-2018

9/30/2017

		Approved CIP Budget FY 17/18	Actual To Date FY 17/18	Projected Year-End FY 17/18	Variance vs. Budget	% Completed	Project Status/ Comments
18-10	Nunes Treatment Plan Improvements - Study (Filter 5, Filter Coasting, etc.)	$ 100,000	$ -	$ 100,000	$ -	0%	
18-11	Nunes Bulk Caustic Tank	$ 40,000	$ -	$ 40,000	$ -	0%	
99-05	Denniston Maintenance Dredging	$ 35,000	$ -	$ 35,000	$ -	0%	
	FY 16/17 TOTALS	**$ 3,908,000**	**$ 1,201,662**	**$ 4,323,000**	**$ (415,000)**		

FY2016/17 CIP Projects in process - *paid in FY 2017/18*

06-03	El Granada Tank #3 Recoating Project		$ 66,748	$ 250,000	$ (250,000)		Carryover of project from 2016/17; project is estimated to be completed October 2017; funded by Ibank loan
10-02 & 12-04	Denniston Pump Station & Pipeline Project (formerly Bridgeport Drive Pipeline Replacement Project)		$ 316,037	$ 550,000	$ (550,000)		Carryover of project from 2016/17; project is estimated to be completed October 2017; funded by Ibank loan
17-06	Crystal Springs Pump Station Discharge Valve Replacement		$ 365	$ 365	$ (365)		
13-02	Replace 8inch Pipeline Under Creek at Pilarcitos Ave (Strawflower Pipeline Replacement Project)		$ 194,508	$ 194,508	$ (194,508)		Carryover of project from 2016/17; projected completed in August 2017
17-08	Nunes Filter Surface Wash Repairs		$ 11,440	$ 11,440	$ (11,440)		
	PREVIOUS YEAR TOTALS	**$ -**	**$ 589,098**	**$ 1,006,313**	**$ (1,006,313)**		

UNSCHEDULED ITEMS (CAPITAL EXPENDITURES) FOR CURRENT FISCAL YEAR 17/18

17-16	CSP P3 Soft Start Pump/Shafting Replacement & Motor refurbishment		$ 27,369	$ 27,369	$ (27,369)		Work related to FY2016/17 emergency pump replacement -approved at February 2017 Board meeting
12-12	Denniston/San Vicente Water Supply Development		$ 16,314	$ 16,314	$ (16,314)		Legal fees & gaging
					$ -		
	NON-BUDGETED TOTALS	**$ -**	**$ 43,683**	**$ 43,683**	**$ (43,683)**		
	CIP TOTALS	**$ 3,908,000**	**$ 1,834,442**	**$ 5,372,996**	**$ (1,464,996)**		

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	Lawsuits	Infrastructure Project Review (Reimbursable)	TOTAL
Oct-16	2,205			784	1,392	677				5,056
Nov-16	1,909		815	757	1,657	677			242	6,057
Dec-16	2,776		513	544	60	478				4,371
Jan-17	3,231			858					604	4,693
Feb-17	3,080			474	1,087					4,641
Mar-17	1,350		695	1,219	1,510					4,773
Apr-17	7,572			724	544					8,840
May-17	5,739			500	30					6,269
Jun-17	1,846		272	379	393	19,831				22,721
Jul-17	2,476			108		2,716				5,300
Aug-17	2,925		748	387	2,984					7,043
Sep-17	1,625		195	374	4,602	1,778				8,573
TOTAL	**36,735**	**0**	**3,238**	**7,105**	**14,258**	**26,156**	**0**	**0**	**846**	**88,337**

Engineer Cost Tracking Report
12 Months At-A-Glance

Acct. No. 5682
JAMES TETER
Engineer

Month	Admin & Retainer	CIP	Studies & Projects	TOTAL	Reimburseable from Projects
Oct-16	480	17,965		**18,445**	0
Nov-16	480	12,365	254	**13,098**	254
Dec-16	480	3,392	2,424	**6,296**	2,424
Jan-17	480	5,662	4,069	**10,210**	4,069
Feb-17	1,494	11,649	806	**13,949**	806
Mar-17	480	7,552		**8,032**	
Apr-17	480	5,594		**6,074**	
May-17	587	9,988		**10,575**	
Jun-17	480	620		**1,100**	
Jul-17	480		1,606	**2,086**	1,606
Aug-17	1,241	117	2,186	**3,544**	2,186
Sep-17	480		845	**1,325**	845
TOTAL	**7,641**	**74,904**	**12,190**	**94,735**	**12,190**

Calcon T&M Projects Tracking

as of 9/30/17

Project No.	Name	Status	Proposal Date	Approved Date	Project Budget	Project Total Billing (thru 6/30/17)	Project Billing FY2017-18	Project Budget Remaining
CAL-13-01	EG Tank 2 Recoating Project	Closed	9/30/13	10/8/13	$8,220.00	$8,837.50		-$617.50
CAL-13-02	Nunes Control System Upgrades	Closed	9/30/13	10/8/13	$46,141.00	$55,363.60		-$9,222.60
CAL-13-03	Win 911 and PLC Software	Closed	9/30/13	10/8/13	$9,717.00	$12,231.74		-$2,514.74
CAL-13-04	Crystal Springs Surge Tank Retrofit	Closed	11/26/13	11/27/13	$31,912.21	$66,572.54		-$34,660.33
CAL-13-05		Closed				$0.00		$0.00
CAL-13-06	Nunes Legacy Backwash System Removal	Closed	11/25/13	11/26/13	$6,516.75	$6,455.00		$61.75
CAL-13-07	Denniston Backwash FTW Valves	Closed	11/26/13	11/27/13	$6,914.21	$9,518.28		-$2,604.07
CAL-14-01	Denniston Wash Water Return Retrofit	Closed	1/28/14	2/14/14	$13,607.00	$13,591.60		$15.40
CAL-14-02	Denniston Calrifier SCADA Data	Closed	4/2/14	4/7/14	$4,125.00	$4,077.50		$47.50
CAL-14-03	Nunes Surface Scatter Turbidimeter	Closed	4/2/14	4/7/14	$2,009.50	$0.00		$2,009.50
CAL-14-04	Phase I Control System Upgrade	Closed	4/2/14	4/7/14	$75,905.56	$44,459.14		$31,446.42
CAL-14-06	Miramar Control Panel	Closed	8/28/14	8/28/14	$37,953.00	$27,980.71		$9,972.29
CAL-14-08	SFWater Flow & Data Logger/Cahill Tank	Closed	8/20/2014	8/20/2014	$1,370.00	$1,372.00		-$2.00
CAL-15-01	Main Street Monitors	Closed				$6,779.42		-$6,779.42
CAL-15-02	Dennistion To Do List	Closed				$2,930.00		-$2,930.00
CAL-15-03	Nunes & Denniston Turbidity Meters	Closed			$6,612.50	$12,536.12		-$5,923.62
CAL-15-04	Phase II Control System Upgrade		6/23/2015	8/11/2015	$195,000.00	$194,102.50	$8,125.00	-$7,227.50
CAL-15-05	Permanganate Water Flow					$1,567.15		-$1,567.15
CAL-16-04	Radio Network		12/9/2016	1/10/2017	$126,246.11	$116,633.18	$18,300.00	-$8,687.07
CAL-16-05	El Granada Tank No. 3 Recoating		12/16/2016		$6,904.50	$3,860.00	$2,985.00	$59.50
CAL-17-01	Crystal Springs Leak Valve Control		2/8/2017	2/14/2017	$8,701.29	$6,390.00		$2,311.29
CAL-17-02	Crystal Springs Requirements & Addtl Controls		2/8/2017	2/14/2017	$38,839.50	$16,467.06		$22,372.44
CAL-17-03	Nunes Valve Control		6/29/2017	7/11/2017	$73,281.80	$64,184.35	$11,440.00	-$2,342.55
CAL-17-04	Denniston Booster Pump Station		7/27/2017	8/8/2017	$21,643.75	$1,230.00	$26,070.00	-$5,656.25
CAL-17-05	Crystal Springs Pump Station #3 Soft Start		7/27/2017	8/8/2017	$12,213.53	$0.00	$12,178.13	$35.40
SUBTOTAL					**$733,834.21**	**$677,139.39**	**$79,098.13**	**-$22,403.31**

Other: Maintenance

CAL-15-EMG	Emergency Callout	
CAL-17-EMG	Emergency Callout	
	Tanks	$ 1,620.00
	Crystal Springs Maintenance	$ 407.83
	Nunes Maintenance	$ 350.00
	Denniston Maintenance	$ 1,160.00
	Main Office/Distribution	
TOTAL FY2017/18		**$ 82,635.96**