

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MEETING OF THE BOARD OF DIRECTORS

Tuesday, October 14, 2014 - 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) 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 September 30, 2014: Claims: \$1,070,930.10; Payroll: \$76,849.40 for a total of \$1,147,779.50 ([attachment](#))
 - *September 2014 Monthly Financial Claims reviewed by Director Glassberg*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of September 9, 2014 Regular Board of Directors Meeting ([attachment](#))
- D. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- E. Total CCWD Production Report ([attachment](#))
- F. CCWD Monthly Sales by Category Report – September 2014 ([attachment](#))
- G. September 2014 Leak Report ([attachment](#))
- H. Rainfall Reports ([attachment](#))
- I. San Francisco Public Utilities Commission Hydrological Conditions Report for August 2014 ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. 340 and 344 Beleville Boulevard – Water Service Agreement for a Non-Complex Pipeline Extension ([attachment](#))
- B. Contract with Balance Hydrologics for Denniston/San Vicente Stream Gaging, Groundwater Monitoring, and Data Analysis ([attachment](#))
- C. Approval of Job Description and Salary Range for Assistant General Manager Position ([attachment](#))
- D. Resolution 2014-07 Adopting an Amended Conflict of Interest Code ([attachment](#))
- E. Quarterly Financial Review ([attachment](#))
- F. Recycled Water Principles of Agreement ([attachment](#))
- G. Rescheduling of November 11th 2014 CCWD Regular Board of Directors meeting in Recognition of the Veterans Day Holiday ([attachment](#))

- 7) **GENERAL MANAGER'S REPORT - INCLUDING MONTHLY INFORMATIONAL REPORTS ([attachment](#))**
 - SFPUC Water Supply Update
 - Administration Building Remodeling Project
 - A. Operations Report ([attachment](#))
 - B. Water Resources Report ([attachment](#))

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

- 9) **ADJOURNMENT**

Accounts Payable

Checks by Date - Summary by Check Number

User: GBRAZIL
Printed: 9/30/2014 11:43 AM



Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
20510	CHE01	CHEVRON/TEXACO UNIVERSAL CAR	09/03/2014	0.00	1,957.07
20511	HAL07	HALF MOON BAY POSTMASTER	09/04/2014	0.00	3,000.00
20512	ASS01	HEALTH BENEFITS ACWA-JPIA/CB&T	09/12/2014	0.00	22,769.82
20513	ATT02	AT&T	09/12/2014	0.00	2,123.30
20514	CUL01	CULLIGAN SANTA CLARA, CA	09/12/2014	0.00	160.20
20515	HAS01	HASSETT HARDWARE	09/12/2014	0.00	1,538.33
20516	ICM01	VANTAGEPOINT TRANSFER AGENTS	09/12/2014	0.00	40.00
20517	KAI01	KAISER FOUNDATION HEALTH PLAN	09/12/2014	0.00	12,030.00
20518	MAS01	MASS MUTUAL FINANCIAL GROUP	09/12/2014	0.00	1,919.68
20519	PAC01	PACIFIC GAS & ELECTRIC CO.	09/12/2014	0.00	56,696.03
20520	PUB01	PUB. EMP. RETIRE SYSTEM	09/12/2014	0.00	21,312.79
20521	SAN20	SAN FRANCISCO FIRE CREDIT UNION	09/12/2014	0.00	300.00
20522	SCF01	SOUTHERN COUNTIES OIL CO.	09/12/2014	0.00	2,979.60
20523	VAL01	VALIC	09/12/2014	0.00	1,945.00
20524	ASS06	ACWA/JPIA	09/26/2014	0.00	50,766.00
20525	ADP01	ADP, INC.	09/26/2014	0.00	592.40
20526	AND01	ANDREINI BROS. INC.	09/26/2014	0.00	33,591.07
20527	ATT03	AT&T LONG DISTANCE	09/26/2014	0.00	462.32
20528	AUS01	BRIAN AUSTIN	09/26/2014	0.00	100.00
20529	AZT01	AZTEC GARDENS, INC.	09/26/2014	0.00	190.00
20530	BAL04	BALANCE HYDROLOGICS, INC	09/26/2014	0.00	4,182.02
20531	BAR01	BARTKIEWICZ, KRONICK & SHANAH	09/26/2014	0.00	122.58
20532	BAY10	BAY ALARM COMPANY	09/26/2014	0.00	862.89
20533	BRE01	CATHLEEN BRENNAN	09/26/2014	0.00	124.78
20534	CAL08	CALCON SYSTEMS, INC.	09/26/2014	0.00	34,889.68
20535	CAL11	CALIFORNIA C.A.D. SOLUTIONS, INC	09/26/2014	0.00	5,750.00
20536	UB*01281	CARNOUSTIE, LLC	09/26/2014	0.00	11.69
20537	CAR02	CAROLYN STANFIELD	09/26/2014	0.00	485.00
20538	CHE07	CHEMTRAC SYSTEMS, INC.	09/26/2014	0.00	835.00
20539	CHE01	CHEVRON/TEXACO UNIVERSAL CAR	09/26/2014	0.00	2,466.01
20540	CHR01	GREG CHRIST	09/26/2014	0.00	100.00
20541	CIN01	CINTAS FIRST AID & SAFETY	09/26/2014	0.00	213.42
20542	COA19	COASTSIDE COUNTY WATER DIST.	09/26/2014	0.00	235.09
20543	COZ01	COZZOLINO INDUSTRIES, INC	09/26/2014	0.00	185.00
20544	CUR02	LIAM CURRAN	09/26/2014	0.00	200.00
20545	DAL01	DAL PORTO ELECTRIC	09/26/2014	0.00	4,192.50
20546	DAT01	DATAPROSE, LLC	09/26/2014	0.00	2,320.43
20547	UB*01277	DENNIS DEVENY	09/26/2014	0.00	38.50
20548	EKI01	EKI INC.	09/26/2014	0.00	17,017.08
20549	EMH01	EM HUNDLEY HARDWARE CO	09/26/2014	0.00	3,086.12
20550	ENR01	ENRIQUEZ MD, JOSEFINA	09/26/2014	0.00	250.00
20551	FIR06	FIRST NATIONAL BANK	09/26/2014	0.00	7,277.26
20552	GEM01	GEMPLER'S, INC.	09/26/2014	0.00	169.73
20553	GOL04	GOLDEN STATE FLOW MEASUREMEN	09/26/2014	0.00	5,819.73
20554	GRA03	GRAINGER, INC.	09/26/2014	0.00	699.18
20555	GRE10	JOE/JODY GREENHALGH	09/26/2014	0.00	254.56
20556	HAL24	H.M.B.AUTO PARTS	09/26/2014	0.00	19.69

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
20557	HAL07	HALF MOON BAY POSTMASTER	09/26/2014	0.00	220.00
20558	HAL04	HALF MOON BAY REVIEW	09/26/2014	0.00	2,239.00
20559	HAN01	HANSONBRIDGETT. LLP	09/26/2014	0.00	11,118.80
20560	HAL01	HMB BLDG. & GARDEN INC.	09/26/2014	0.00	336.47
20561	UB*01278	CHARLIE HODGIN	09/26/2014	0.00	85.00
20562	UB*01285	GRACE HOLMQUIST	09/26/2014	0.00	49.06
20563	IRO01	IRON MOUNTAIN	09/26/2014	0.00	446.46
20564	IRV01	IRVINE CONSULTING SERVICES, INC.	09/26/2014	0.00	2,309.00
20565	IRV02	IRVINE CONSULTING SERVICES, INC.	09/26/2014	0.00	2,467.50
20566	JAM01	JAMES FORD, INC.	09/26/2014	0.00	38.87
20567	UB*01283	ANDREW LAMB	09/26/2014	0.00	14.43
20568	UB*01282	JARED/SARAH LARSEN	09/26/2014	0.00	75.00
20569	VUL01	LEGACY VULCAN CORP	09/26/2014	0.00	278.02
20570	LOM01	GLENNA LOMBARDI	09/26/2014	0.00	86.00
20571	MAS01	MASS MUTUAL FINANCIAL GROUP	09/26/2014	0.00	1,919.68
20572	MET06	METLIFE GROUP BENEFITS	09/26/2014	0.00	1,532.19
20573	MIS01	MISSION UNIFORM SERVICES INC.	09/26/2014	0.00	294.05
20574	MOB01	MOBILE MODULAR MGMT CORP	09/26/2014	0.00	779.65
20575	MON07	MONTEREY COUNTY LAB	09/26/2014	0.00	4,618.00
20576	OFF01	OFFICE DEPOT	09/26/2014	0.00	693.78
20577	ONT01	ONTRAC	09/26/2014	0.00	371.01
20578	PAC06	PACIFICA COMMUNITY TV	09/26/2014	0.00	250.00
20579	PAO01	PAUL PAOLI	09/26/2014	0.00	200.00
20580	PAP02	PAPE MACHINERY EXCHANGE	09/26/2014	0.00	605.50
20581	PAS01	PASO ROBLES TANK, INC	09/26/2014	0.00	27,575.28
20582	PAU01	PAULO'S AUTO CARE	09/26/2014	0.00	76.83
20583	PIT04	PITNEY BOWES	09/26/2014	0.00	198.00
20584	PIT01	PITNEY BOWES, INC.	09/26/2014	0.00	66.70
20585	UB*01276	JOHN/MARIE PODESTA	09/26/2014	0.00	59.38
20586	PAP01	PESTICIDES APPLICATORS PROFESSI	09/26/2014	0.00	80.00
20587	PSI01	PSI-PROCESS SOLUTIONS, INC	09/26/2014	0.00	204.00
20588	PUB01	PUB. EMP. RETIRE SYSTEM	09/26/2014	0.00	21,139.11
20589	PVS01	PVS MINIBULK, INC	09/26/2014	0.00	3,071.14
20590	RED01	RED WING SHOE STORE	09/26/2014	0.00	376.03
20591	CAR08	REGISTER TAPES UNLIMITED, INC.	09/26/2014	0.00	600.00
20592	RIC02	RICOH USA INC	09/26/2014	0.00	530.50
20593	RIC01	RICOH USA, INC.	09/26/2014	0.00	272.30
20594	ROB01	ROBERTS & BRUNE CO.	09/26/2014	0.00	12,489.71
20595	ROG01	ROGUE WEB WORKS, LLC	09/26/2014	0.00	498.00
20596	SAN20	SAN FRANCISCO FIRE CREDIT UNION	09/26/2014	0.00	300.00
20597	SAN03	SAN FRANCISCO WATER DEPT.	09/26/2014	0.00	290,116.00
20598	SAN05	SAN MATEO CTY PUBLIC HEALTH LA	09/26/2014	0.00	740.00
20599	UB*01279	GUIDO SANTINI	09/26/2014	0.00	15.91
20600	UB*01280	JANET SARABIA	09/26/2014	0.00	7.36
20601	SER03	SERVICE PRESS	09/26/2014	0.00	4,763.87
20602	SEW01	SEWER AUTH. MID- COASTSIDE	09/26/2014	0.00	570.00
20603	UB*01286	KEVIN SHEA	09/26/2014	0.00	18.09
20604	SHE03	SHERWIN WILLIAMS CO.	09/26/2014	0.00	413.47
20605	STA15	STATE WATER RESOURCES CONTRO	09/26/2014	0.00	5,575.13
20606	STE02	JIM STEELE	09/26/2014	0.00	300.00
20607	STR02	STRAWFLOWER ELECTRONICS	09/26/2014	0.00	3.00
20608	TEA02	TEAMSTERS LOCAL UNION #856	09/26/2014	0.00	878.00
20609	TET01	JAMES TETER	09/26/2014	0.00	7,865.29
20610	UNI12	UNION BANK OF CALIFORNIA	09/26/2014	0.00	349,991.88
20611	UNI15	UNIVAR USA INC	09/26/2014	0.00	517.09
20612	UPS01	UPS STORE	09/26/2014	0.00	117.59
20613	VAL01	VALIC	09/26/2014	0.00	1,945.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
20614	ICM01	VANTAGEPOINT TRANSFER AGENTS	09/26/2014	0.00	40.00
20615	VER02	VERIZON WIRELESS	09/26/2014	0.00	566.57
20616	WAT07	WATER RESEARCH FOUNDATION	09/26/2014	0.00	1,042.00
20617	UB*01284	GUY WILLIAMS	09/26/2014	0.00	55.88
20618	WIN01	RAYMOND WINCH	09/26/2014	0.00	200.00
20619	ADV02	FRANK YAMELLO	09/26/2014	0.00	235.00
20620	UB*01287	CATHY SUMPTER	09/29/2014	0.00	106.97
Report Total (111 checks):				0.00	1,070,930.10

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
31-Aug-14

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
OPERATING REVENUE									
1-0-4120-00	Water Revenue -All Areas	757,685.05	872,604.77	(114,919.72)	-13.2%	2,426,905.38	2,671,508.64	(244,603.26)	-9.2%
TOTAL OPERATING REVENUE		757,685.05	872,604.77	(114,919.72)	-13.2%	2,426,905.38	2,671,508.64	(244,603.26)	-9.2%
NON-OPERATING REVENUE									
1-0-4170-00	Water Taken From Hydrants	1,326.37	2,083.33	(756.96)	-36.3%	10,917.45	6,250.03	4,667.42	74.7%
1-0-4180-00	Late Notice -10% Penalty	10,702.84	5,833.33	4,869.51	83.5%	27,648.92	17,500.03	10,148.89	58.0%
1-0-4230-00	Service Connections	536.92	666.66	(129.74)	-19.5%	3,081.69	2,000.06	1,081.63	54.1%
1-0-4920-00	Interest Earned	0.00	0.00	0.00	0.0%	549.96	636.00	(86.04)	-13.5%
1-0-4930-00	Tax Apportionments/Cnty Checks	0.00	0.00	0.00	0.0%	15,175.47	15,000.00	175.47	1.2%
1-0-4950-00	Miscellaneous Income	3,083.62	3,083.33	0.29	0.0%	12,691.11	9,250.03	3,441.08	37.2%
1-0-4955-00	Cell Site Lease Income	11,533.67	11,240.00	293.67	2.6%	34,290.21	33,720.00	570.21	1.7%
1-0-4965-00	ERAF REFUND -County Taxes	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-0-4990-00	Water Sales Refunded	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
TOTAL NON-OPERATING REVENUE		27,183.42	22,906.65	4,276.77	18.7%	104,354.81	84,356.15	19,998.66	23.7%
TOTAL REVENUES		784,868.47	895,511.42	(110,642.95)	-12.4%	2,531,260.19	2,755,864.79	(224,604.60)	-8.2%
OPERATING EXPENSES									
1-1-5130-00	Water Purchased	290,116.00	247,013.00	(43,103.00)	-17.4%	562,905.60	813,785.00	250,879.40	30.8%
1-1-5230-00	Pump Exp, Nunes T P	2,702.56	2,100.00	(602.56)	-28.7%	7,304.01	7,175.00	(129.01)	-1.8%
1-1-5231-00	Pump Exp, CSP Pump Station	47,178.37	29,724.00	(17,454.37)	-58.7%	143,711.44	86,177.00	(57,534.44)	-66.8%
1-1-5232-00	Pump Exp, Trans. & Dist.	1,414.66	1,151.00	(263.66)	-22.9%	2,964.56	3,931.00	966.44	24.6%
1-1-5233-00	Pump Exp, Pilarcitos Can.	287.74	175.00	(112.74)	-64.4%	667.71	525.00	(142.71)	-27.2%
1-1-5234-00	Pump Exp. Denniston Proj.	4,742.13	1,500.00	(3,242.13)	-216.1%	5,847.07	8,160.00	2,312.93	28.3%
1-1-5235-00	Denniston T.P. Operations	641.71	400.00	(241.71)	-60.4%	15,079.85	1,910.00	(13,169.85)	-689.5%
1-1-5236-00	Denniston T.P. Maintenance	6,311.07	9,875.00	3,563.93	36.1%	6,715.34	17,625.00	10,909.66	61.9%
1-1-5240-00	Nunes T P Operations	6,876.03	4,064.00	(2,812.03)	-69.2%	13,559.77	13,554.00	(5.77)	0.0%
1-1-5241-00	Nunes T P Maintenance	1,925.01	2,542.00	616.99	24.3%	14,807.11	8,626.00	(6,181.11)	-71.7%
1-1-5242-00	CSP Pump Station Operations	746.65	700.00	(46.65)	-6.7%	1,816.46	2,100.00	283.54	13.5%
1-1-5243-00	CSP Pump Station Maintenance	0.00	3,300.00	3,300.00	100.0%	2,352.06	9,900.00	7,547.94	76.2%
1-1-5250-00	Laboratory Services	5,746.29	3,333.00	(2,413.29)	-72.4%	6,920.05	9,999.00	3,078.95	30.8%
1-1-5318-00	Studies/Surveys/Consulting	0.00	20,000.00	20,000.00	100.0%	1,402.50	60,000.00	58,597.50	97.7%
1-1-5321-00	Water Conservation	3,478.00	3,250.00	(228.00)	-7.0%	7,222.38	9,750.00	2,527.62	25.9%
1-1-5322-00	Community Outreach	3,250.00	3,475.00	225.00	6.5%	6,611.95	10,425.00	3,813.05	36.6%
1-1-5325-00	Water Shortage Program	6,279.67	0.00	(6,279.67)	0.0%	11,173.93	0.00	(11,173.93)	0.0%
1-1-5411-00	Salaries & Wages -Field	80,991.37	81,005.08	13.71	0.0%	275,535.53	283,517.74	7,982.21	2.8%
1-1-5412-00	Maintenance -General	16,079.65	17,625.00	1,545.35	8.8%	40,992.65	52,875.00	11,882.35	22.5%

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5414-00	Motor Vehicle Expense	5,738.54	4,221.00	(1,517.54)	-36.0%	10,679.91	12,663.00	1,983.09	15.7%
1-1-5415-00	Maintenance -Well Fields	0.00	5,000.00	5,000.00	0.0%	0.00	5,000.00	5,000.00	0.0%
1-1-5610-00	Salaries/Wages-Administration	49,849.97	62,250.92	12,400.95	19.9%	173,913.77	217,878.26	43,964.49	20.2%
1-1-5620-00	Office Supplies & Expense	8,040.49	13,152.08	5,111.59	38.9%	32,418.43	39,456.28	7,037.85	17.8%
1-1-5621-00	Computer Services	3,870.95	7,650.00	3,779.05	49.4%	11,133.18	22,950.00	11,816.82	51.5%
1-1-5625-00	Meetings / Training / Seminars	2,074.03	1,916.66	(157.37)	-8.2%	5,105.69	5,750.06	644.37	11.2%
1-1-5630-00	Insurance	6,010.66	6,250.00	239.34	3.8%	17,653.38	28,750.00	11,096.62	38.6%
1-1-5635-00	EE/Ret. Medical Insurance	33,637.08	40,191.33	6,554.25	16.3%	102,428.22	120,574.03	18,145.81	15.0%
1-1-5640-00	Employees Retirement Plan	39,796.79	40,299.16	502.37	1.2%	136,943.12	141,046.98	4,103.86	2.9%
1-1-5645-00	SIP 401K Plan	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5681-00	Legal	9,145.80	5,000.00	(4,145.80)	-82.9%	12,784.50	15,000.00	2,215.50	14.8%
1-1-5682-00	Engineering	240.00	1,166.66	926.66	79.4%	1,200.00	3,500.06	2,300.06	65.7%
1-1-5683-00	Financial Services	0.00	0.00	0.00	0.0%	0.00	5,000.00	5,000.00	100.0%
1-1-5684-00	Payroll Tax Expense	9,033.85	10,354.15	1,320.30	12.8%	32,080.25	36,239.59	4,159.34	11.5%
1-1-5687-00	Membership, Dues, Subscript.	1,232.99	5,256.16	4,023.17	76.5%	7,465.83	15,768.56	8,302.73	52.7%
1-1-5688-00	Election Expenses	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5689-00	Labor Relations	0.00	500.00	500.00	100.0%	0.00	1,500.00	1,500.00	100.0%
1-1-5700-00	San Mateo County Fees	0.00	1,475.00	1,475.00	100.0%	1,220.00	4,425.00	3,205.00	72.4%
1-1-5705-00	State Fees	5,575.13	1,333.33	(4,241.80)	-318.1%	5,575.13	4,000.03	(1,575.10)	-39.4%
TOTAL OPERATING EXPENSES		653,013.19	637,248.53	(15,764.66)	-2.5%	1,678,191.38	2,079,536.59	401,345.21	19.3%
CAPITAL ACCOUNTS									
1-1-5711-00	Debt Srvc/Existing Bonds 1998A	0.00	0.00	0.0%	0.0%	0.00	0.00	0.00	0.0%
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	349,991.88	349,992.00	0.0%	0.0%	349,991.88	349,992.00	0.12	0.0%
1-1-5715-00	Debt Srvc/CIEDB 11-099 (I-BANK)	0.00	0.00	0.0%	0.0%	257,971.45	257,971.00	(0.45)	0.0%
TOTAL CAPITAL ACCOUNTS		349,991.88	349,992.00	(0.12)	0.0%	607,963.33	607,963.00	(0.33)	0.0%
TOTAL EXPENSES		1,003,005.07	987,240.53	(15,764.54)	-1.6%	2,286,154.71	2,687,499.59	401,344.88	14.9%
NET INCOME				(218,136.60)			245,105.48		

**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
September 30, 2014**

RESERVE BALANCES

CAPITAL AND OPERATING RESERVE	\$2,009,424.90
RATE STABILIZATION RESERVE	\$250,000.00

TOTAL DISTRICT RESERVES	\$2,259,424.90
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ACCOUNT DETAIL

ACCOUNTS WITH FIRST NATIONAL BANK (FNB)	
CHECKING ACCOUNT	\$630,094.03
CSP T & S ACCOUNT	\$609,892.77

LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$1,018,808.10
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DISTRICT CASH ON HAND	\$630.00
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TOTAL ACCOUNT BALANCES	\$2,259,424.90
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This report is in conformity with CCWD's Investment Policy.

**COASTSIDE COUNTY WATER DISTRICT
APPROVED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2014-2015**

9/30/2014

Approved CIP Budget FY 14/15	Actual To Date FY 14/15	Projected Year-End FY 14/15	Projected vs. Budget Variance	% Completed	Project Status/ Comments
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Equipment Purchases & Replacement

06-03	SCADA/Telemetry/Electrical Controls Replacement	\$ 150,000	\$ 49,577.06	\$ 150,000	\$ -	33%	In Progress
99-02	Vehicle Replacement	\$ 30,000		\$ 30,000	\$ -	0%	New Pickup ordered August 2014
99-03	Computer Systems	\$ 5,000	\$ 1,907.50	\$ 5,000	\$ -	38%	
99-04	Office Equipment/Furniture	\$ 3,000		\$ 3,000	\$ -	0%	

Facilities & Maintenance

08-08	PRV Valves Replacement Project	\$ 30,000		\$ 30,000	\$ -	0%	In Planning
09-09	Fire Hydrant Replacement	\$ 20,000	\$ 17,053.74	\$ 20,000	\$ -	85%	Ongoing program
09-23	District Digital Mapping	\$ 25,000	\$ 5,750.00	\$ 25,000	\$ -	23%	
14-11	Replace 2" and Larger Meters with Omni Meters	\$ 30,000	\$ 5,573.34	\$ 30,000	\$ -	19%	Ongoing program
14-13	New Security Fence at Pilarcitos Well Field	\$ 20,000		\$ 20,000	\$ -	0%	In Planning
14-14	Pilarcitos Canyon Road Improvements	\$ 70,000		\$ 70,000	\$ -	0%	In Permitting Phase
15-01	Utility Billing Software Upgrade	\$ 200,000		\$ 200,000	\$ -	0%	Award to Tyler approved
15-02	Administration Building Repair and Remodeling Project	\$ 300,000	\$ 63,382	\$ 375,000	\$ (75,000)	21%	Under construction September '14
15-03	District Administration/Operations Center	\$ 25,000		\$ 25,000	\$ -	0%	
15-05	Administration Building Phone System	\$ 30,000		\$ -	\$ 30,000	0%	Will contract for hosted pbx/phone services
99-01	Meter Change Program	\$ 10,000		\$ 10,000	\$ -	0%	Ongoing

Pipeline Projects

06-01	Avenue Cabrillo Phase 3a Pipeline Replacement Project	\$ 300,000	\$ 1,799.99	\$ 315,000.00	\$ (15,000)	1%	Under construction September '14
10-01	Main Street Bridge Pipeline Replacement Project	\$ 500,000	\$ 25,267.05	\$ 500,000	\$ -	5%	Design phase in progress
13-01	Miramar Drive Pipeline Connection	\$ 80,000	\$ 11,804.06	\$ 42,000	\$ 38,000	15%	Award approved, obtaining CDP
13-02	Replace 8 inch Pipeline Under Creek at Pilarcitos Avenue	\$ 200,000	\$ 1,014.00	\$ 200,000	\$ -	1%	In Planning Phase

Pump Stations / Tanks / Wells

06-04	Hazen's Tank Replacement	\$ 200,000	\$ 2,939.00	\$ 200,000	\$ -	1%	SRT design in progress
08-18	EG Tank #3 Recoating Interior & Exterior	\$ 350,000	\$ 14,242.36	\$ 350,000	\$ -	4%	Design in progress
14-18	Crystal Springs Pmp Station Spare 12 inch Check Valve	\$ 25,000		\$ 25,000	\$ -	0%	

Water Supply Development

14-24	Denniston/San Vicente EIR & Permitting	\$ 50,000	\$ 7,748.46	\$ 50,000	\$ -	15%	Draft EIR published 8/15/14
14-25	Water Shortage Plan Development	\$ 50,000		\$ 50,000	\$ -	0%	

Water Treatment Plants

14-02	Nunes - Replace Sludge Pond Media	\$ 25,000		\$ 25,000	\$ -	0%	Seeking Bids
14-06	Nunes - New 1720E Turbidimeters (4)	\$ 35,000		\$ 35,000	\$ -	0%	
99-05	Denniston Maintenance Dredging	\$ 35,000	\$ 300.00	\$ 35,000	\$ -	1%	Dam repairs instead of dredging in FY15

FY 14/15 TOTALS \$ 2,798,000 \$ 208,358.91 \$ 2,820,000.00 \$ (22,000)

COASTSIDE COUNTY WATER DISTRICT
 APPROVED CAPITAL IMPROVEMENT PROJECTS
 FISCAL YEAR 2014-2015

9/30/2014

Approved CIP Budget FY 14/15	Actual To Date FY 14/15	Projected Year-End FY 14/15	Projected vs. Budget Variance	% Completed	Project Status/ Comments
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Previous CIP Projects - paid in FY 14/15

Nunes WTP Access Road Repaving Proj - Phase 1	\$ 320	\$ 95,000			Notice to Proceed has been issued
El Granada Tank #2 Recoating/Repair Project	\$ 42,926	\$ 42,926			Complete
Denniston Water Supply Development	\$ 7,302	\$ 7,302			
Miramar Tank Fence Replacement	\$ 26,418	\$ 26,418			Complete
Nunes Hydropneumatic Systems Improvements	\$ 4,425	\$ 80,000			Under construction, completion October '14

PREVIOUS YEAR TOTALS \$ - \$ 81,391 \$ 251,646 \$ (251,646) In Progress

UNSCHEDULED ITEMS (CAPITAL EXPENDITURES) FOR CURRENT FISCAL YEAR 14/15

Sunrise Court Pipeline Replacement	\$ 31,625	\$ 31,625			Complete

NON-BUDGETED TOTALS \$ - \$ 31,625 \$ 31,625 \$ (31,625)

CIP TOTALS \$ 2,798,000 \$ 321,375 \$ 3,103,271 \$ (305,271)

**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	Transfer Program	CIP	Personnel	Water Shortage	Lawsuits	Infrastructure Project Review (Reimbursable)	TOTAL
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Oct-13	2,484		660	84					3,228
Nov-13	4,805	1,736	1,172						7,713
Dec-13	3,304	3,928		168	260				7,660
Jan-14	1,344	588		224					2,156
Feb-14	2,752	140							2,892
Mar-14	6,214								6,214
Apr-14	2,096		604					1,487	4,187
May-14	2,519			257				286	3,063
Jun-14	2,252		220	858					3,330
Jul-14	6,604		269	772	550				8,196
Aug-14	2,145			715	1,494	3,752			8,105
Sep-14	4,054		314	143	5,092	1,516			11,119

TOTAL	40,573	6,392	3,240	3,222	7,395	5,267	0	1,773	67,862
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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
Oct-13	649	797	1,606	3,052	1,606
Nov-13	987	544	433	1,964	433
Dec-13	240			240	
Jan-14	480		1,521	2,001	1,521
Feb-14	480		423	903	423
Mar-14	480	1,606	930	3,015	930
Apr-14	480	2,005	169	2,654	169
May-14	480	5,463	2,907	8,850	2,907
Jun-14	480	9,551		10,031	
Jul-14	480	7,799	169	8,448	169
Aug-14	480	8,316		8,796	
Sep-14	240	7,445	180	7,865	180
TOTAL	5,956	43,525	8,337	57,818	8,337

Calcon T&M Projects Tracking

Project No.	Name	Acct No.	Proposal Date	Approved Date	Project Budget	Billing Date										Project Total Billing	Project Budget Remaining	CIP Project			
						9/30/13	10/31/13	11/30/13	12/31/13	1/31/14	2/28/14	3/31/14	4/30/14	5/31/14	6/30/14				7/31/14	8/31/14	
CAL-13-EMG	Emergency Callout								\$3,017.30	\$2,795.00	\$4,251.56	\$6,210.17		\$540.00							
CAL-14-EMG	Emergency Callout													\$1,330.00	\$250.00	\$1,330.00					
CAL-13-00	Calcon Project Admin/Miscellaneous				\$992.50									\$112.88							
CAL-13-01	EG Tank 2 Recoating Project		9/30/13	10/8/13	\$8,220.00	\$1,455.00	\$2,195.00	\$1,125.00	\$1,600.00					\$1,712.50			\$8,087.50	\$132.50	08-17		
CAL-13-02	Nunes Control System Upgrades		9/30/13	10/8/13	\$46,141.00	\$55,363.60											\$55,363.60	-\$9,222.60	FY13 CIP		
CAL-13-03	Win 911 and PLC Software		9/30/13	10/8/13	\$9,717.00	\$7,636.74	\$2,660.00					\$1,935.00					\$12,231.74	-\$2,514.74			
CAL-13-04	Crystal Springs Surge Tank Retrofit		11/26/13	11/27/13	\$31,912.21		\$3,740.00		\$3,494.00	\$7,524.79		\$31,964.53	\$10,229.10			\$9,620.12	\$66,572.54	-\$34,660.33	6-Dec		
CAL-13-05																	\$0.00	\$0.00			
CAL-13-06	Nunes Legacy Backwash System Removal		11/25/13	11/26/13	\$6,516.75		\$6,455.00										\$6,455.00	\$61.75			
CAL-13-07	Denniston Backwash FTW Valves		11/26/13	11/27/13	\$6,914.21		\$925.00	\$3,748.28	\$4,170.00	\$675.00							\$9,518.28	-\$2,604.07			
CAL-14-01	Denniston Wash Water Return Retrofit		1/28/14	2/14/14	\$13,607.00				\$4,950.00	\$8,641.60							\$13,591.60	\$15.40			
CAL-14-02	Denniston Clarifier SCADA Data		4/2/14	4/7/14	\$4,125.00									\$4,077.50			\$4,077.50	\$47.50			
CAL-14-03	Nunes Surface Scatter Turbidimeter		4/2/14	4/7/14	\$2,009.50												\$0.00	\$2,009.50			
CAL-14-04	Phase I Control System Upgrade		4/2/14	4/7/14	\$75,905.56					\$9,670.00		\$15,593.35	\$4,415.00	\$14,780.79			\$44,459.14	\$31,446.42			
CAL-14-06	Miramar Control Panel		8/28/14	8/28/14	\$37,953.00											\$25,176.15	\$25,176.15	\$12,776.85			
CAL-14-08	SFWater Flow & Data Logger/Cahill Tank		8/20/2014	8/20/2014	\$1,370.00																
						\$244,391.23	\$992.50	\$64,455.34	\$15,975.00	\$4,873.28	\$14,214.00	\$16,841.39	\$9,670.00	\$33,899.53	\$25,822.45	\$10,317.88	\$14,780.79	\$34,796.27	\$245,533.05	-\$2,511.82	

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, September 9, 2014

- 1) **ROLL CALL:** President Glenn Reynolds called the meeting to order at 7:00 p.m. Present at roll call: Directors Steve Flint and Vice-President Chris Mickelsen. Directors Ken Coverdell and Arnie Glassberg were absent.

Also present were: David Dickson, General Manager; Patrick Miyaki, Legal Counsel; Joe Guistino, Superintendent of Operations, JoAnne Whelen, Administrative Assistant/Recording Secretary; Cathleen Brennan, Water Resources Analyst; and Gina Brazil, Office Manager.

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC COMMENT** - There were no public comments.

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending August 31, 2014:
Claims: \$711,946.46; Payroll: \$110,190.00 for a total of \$822,136.46
➤ *August 2014 Monthly Financial Claims reviewed by Vice-President Mickelsen*
- B. Acceptance of Financial Reports
- C. Approval of Minutes of August 12, 2014 Special Board of Directors Meeting
- D. Approval of Minutes of August 12, 2014 Regular Board of Directors Meeting
- E. Monthly Water Transfer Report
- F. Installed Water Connection Capacity and Water Meters Report
- G. Total CCWD Production Report
- H. CCWD Monthly Sales by Category Report - August 2014
- I. August 2014 Leak Report
- J. Rainfall Reports
- K. San Francisco Public Utilities Commission Hydrological Conditions Report
- July 2014
- L. Notice of Completion - Miramar Tank Fence Project
- M. Notice of Completion - Sunrise Court Pipeline Replacement Project

Vice-President Mickelsen reported that he had reviewed the financial claims for the month of August, 2014 and found all to be in order.

ON MOTION BY President Reynolds and seconded by Director Flint, the Board voted as follows, to accept and approve the Consent Calendar in its entirety:

Vice-President Mickelsen	Aye
Director Coverdell	Absent
Director Flint	Aye
Director Glassberg	Absent
President Reynolds	Aye

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

There were no reports of meetings attended by the Board members.

6) GENERAL BUSINESS

A. Approval of Contract with Teamwrkx Construction for Administration Building Remodeling

Mr. Dickson reviewed the background of the progress on the administration building remodel, explaining that at the May 13, 2014 Board meeting, the Board authorized a contract with S & H Renovations for the building remodeling at a cost of \$185,000. He advised that several weeks following that meeting, staff learned that S & H Renovations were not able to meet the District's bonding requirements and therefore could not do the project. He informed the Board that the District has moved on to a second company, Teamwrkx Construction, and they have been working closely with staff to define all details of the project work scope. He also reported that after accounting for items not included in the original S & H Renovations estimate, the cost is now approximately \$73,000 higher than the figure presented at the May Board meeting, due to electrical and lighting systems and new data/phone wiring that were not originally adequately estimated. He advised that total project costs are also somewhat higher due to the increase in construction costs since the May 2014 estimate and informed the Board that Teamwrkx Construction is prepared to start immediately after receiving all permits and are estimating approximately eight weeks to complete the project.

ON MOTION BY Vice-President Mickelsen and seconded by Director Flint, the Board voted as follows, by roll call vote, to authorize the General Manager to contract with Teamwrkx Construction for the administration building remodeling at a cost not to exceed \$330,000:

Vice-President Mickelsen	Aye
Director Coverdell	Absent
Director Flint	Aye
Director Glassberg	Absent
President Reynolds	Aye

B. Award of Contract – Miramar Pipeline Connection Project

Mr. Guistino provided the background and nature of this project, explaining that this project will allow for the Miramar neighborhood between Alto and Purissima, east of Highway 1 to be looped to improve water reliability and water quality.

ON MOTION BY Director Flint and seconded by President Reynolds, the Board voted as follows, by roll call vote, to authorize the General Manager to contract with Andreini Bros., Inc. for \$33,860 to install 190 linear feet of 6-inch diameter ductile iron water pipe and appurtenant concrete and repaving work on Miramar Drive:

Vice-President Mickelsen	Aye
Director Coverdell	Absent
Director Flint	Aye
Director Glassberg	Absent
President Reynolds	Aye

7) GENERAL MANAGER'S REPORT - INCLUDING MONTHLY INFORMATIONAL REPORTS

Denniston/San Vicente Draft Environmental Impact Report - Mr. Dickson distributed a letter that had been received earlier in the day from the Montara Water and Sanitary District (MWSD) requesting an extension of the review period for the Draft EIR for this project. He reported that the Denniston/San Vicente Draft Environmental Impact Report was filed on August 15, 2014, distributed to a number of interested agencies and allows for a 45-day comment period, from August 19th to October 3, 2014. Mr. Dickson commented that he had conferred with Mr. Miyaki and the District's Water Rights Attorney, Alan Lily, and explained that it is within the discretion of CCWD whether to grant the

extension. He commented, that although the District does not want to delay this project any more than necessary, he was of the opinion that this request for additional time was reasonable and recommended that the Board grant this 15-day extension to MWSD. Mr. Miyaki and Mr. Dickson answered a few questions from the Board, including some inquiries about the State's new groundwater legislation, packaged as the Sustainable Groundwater Management. Mr. Dickson provided some additional background, explaining that MWSD provided comments on the Notice of Preparation of this document, and actually submitted a letter prepared by Balance Hydrologics, expressing some concerns about the effects on the groundwater supply. He informed the Board that he had directed the consultant, Balance Hydrologics, to specifically address these concerns in the final Draft EIR document, which he said he believes was accomplished.

Vice-President Mickelsen stated that he could not support the request to grant additional time to review this document. Director Flint concurred, stating that he felt that the 45-day period was sufficient to respond with any questions or comments.

Mr. Miyaki explained that the County Water District Law requires a vote of at least three directors for any Board decision, so approving motion to extend the comment period would require a unanimous vote of the directors present. There was no further discussion of this matter.

Recycled Water Committee Meeting: - Mr. Dickson updated the Board on the progress of the recent Recycled Water Committee meetings that occurred on August 13th and September 2nd and were attended by Director Coverdell. He explained that it is his understanding that on September 2nd the SAM members of the committee met to work on developing principles of agreement for presentation to the SAM Board on September 22, 2014. He also advised that a potential customer, Ocean Colony Partners, attended the August 13th meeting and expressed their interest in receiving recycled water.

- A. **Award of Contract - Miramar Pipeline Connection Project** Mr. Guistino reviewed the highlights from his monthly report, including the Pilarcitos Pedestrian Bridge pipe crossing, the completion of the Sunrise Court Pipeline Replacement Project, and the new security measures at the Miramar Tank site. He also updated the Board on the recent pipeline breaks on the Miramontes Pipeline.
- B. **Water Resources Report**
Ms. Brennan distributed an update on recent outreach activities and associated costs. She also advised the Board that since Ordinance 2014-02

was approved at the August 12, 2014 Board meeting, an electronic newsletter was distributed to customers, as well as a direct mailer, and the customer billing statements also include a message regarding the Water Shortage Emergency Warning. Ms. Brennan also briefed the Board on the new Groundwater Legislation and provided an update on the 2015 Urban Water Management Plan.

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no requests for future Board meetings expressed. Mr. Dickson advised the Board members that the November 11th 2014 Board meeting falls on the Veteran's Day holiday this year, so that meeting will need to be rescheduled. He proposed possibly rescheduling the meeting for the following evening, Wednesday, November 12, 2014, stating that this matter would be placed on the October 14, 2014 Board meeting agenda for discussion and action from the Board.

9) ADJOURNMENT - The meeting was adjourned at 7:44 p.m.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the District

Glenn Reynolds, President
Board of Directors

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2015

	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	0.00	0.48	2.32	71.96	74.76	0.85	73.92
AUG	0.00	0.00	0.10	0.82	73.97	74.89	0.09	74.80
SEPT	0.00	0.00	0.05	0.60	59.58	60.23	0.45	59.78
OCT								
NOV								
DEC								
JAN								
FEB								
MAR								
APR								
MAY								
JUN								
TOTAL	0.00	0.00	0.63	3.74	205.51	209.88	1.38	208.50
% MONTHLY TOTAL	0.00%	0.00%	0.08%	1.00%	98.92%	100.00%	0.75%	99.25%
% ANNUAL TO DATE TOTAL	0.0%	0.0%	0.3%	1.8%	97.9%	100.0%	0.66%	99.3%

12 Month Running Treated Total **724.84**

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2014

	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	0.00	0.00	0.00	75.61	75.61	0.40	75.21
AUG	0.00	0.00	0.00	0.00	84.56	84.56	-0.18	84.74
SEPT	0.00	0.00	0.00	0.00	66.04	66.04	0.21	65.83
OCT	0.00	0.00	0.00	0.00	68.72	68.72	-0.09	68.81
NOV	1.82	0.00	0.00	0.00	56.17	57.99	0.13	57.86
DEC	0.76	0.00	0.00	0.00	55.12	55.88	0.07	55.81
JAN	0.00	0.00	0.00	0.46	57.17	57.63	1.10	56.53
FEB	2.97	0.00	0.00	2.33	35.25	40.55	1.61	38.94
MAR	1.78	0.00	0.25	8.86	31.25	42.14	-0.38	42.52
APR	0.00	19.89	0.92	12.58	19.70	53.09	0.21	52.88
MAY	0.00	16.79	0.83	7.89	50.40	75.91	-0.06	75.97
JUN	0	0.00	0.00	1.22	66.61	67.83	0.81	67.02
TOTAL	7.33	36.68	2.00	33.34	666.60	745.95	3.82	742.12
% TOTAL	1.0%	4.9%	0.3%	4.5%	89.4%	100.0%	0.51%	99.5%

 denotes estimated due to faulty SFPUC meter

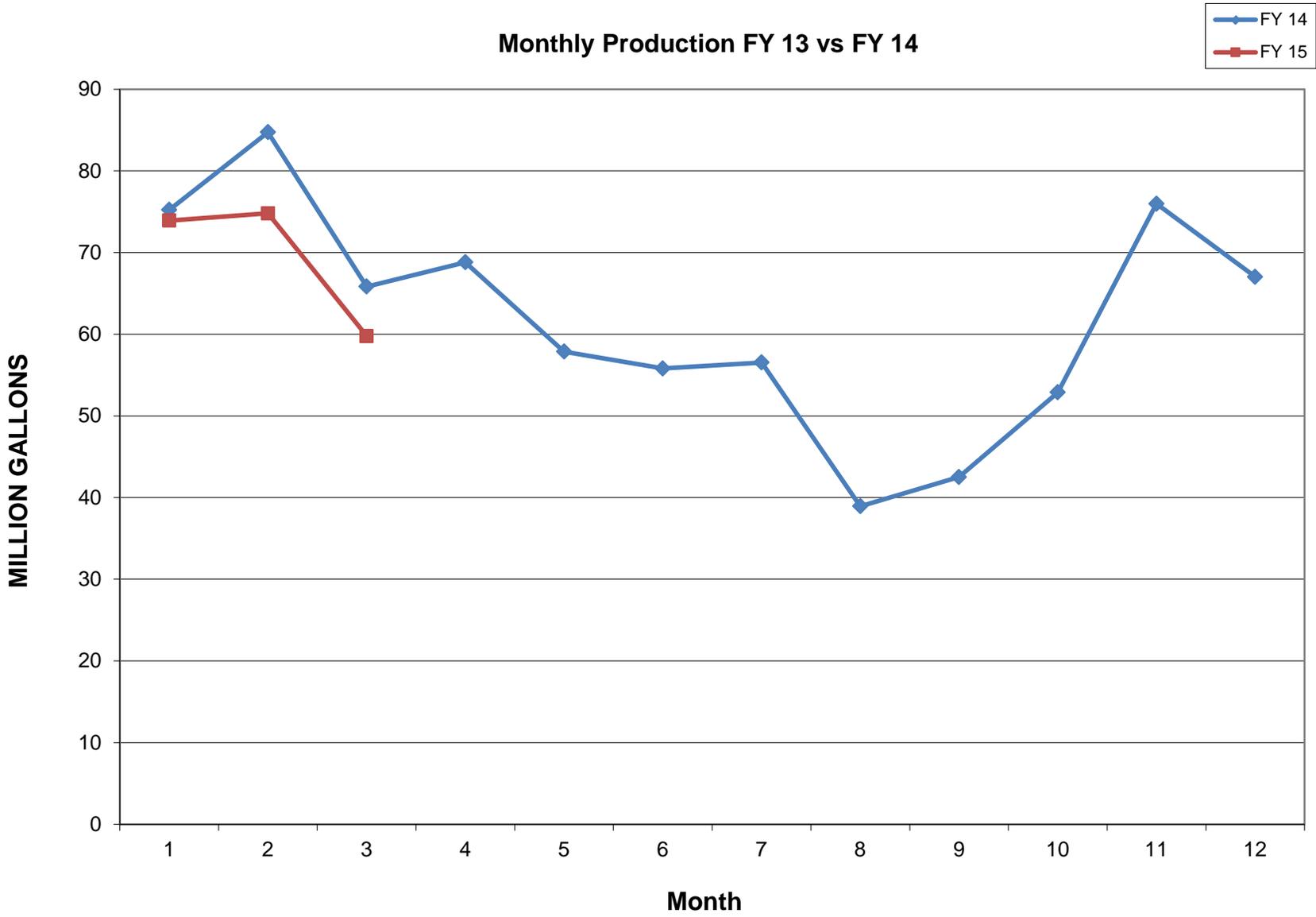
COASTSIDE COUNTY WATER DISTRICT

Predicted vs Actual Production - All Sources FY 15

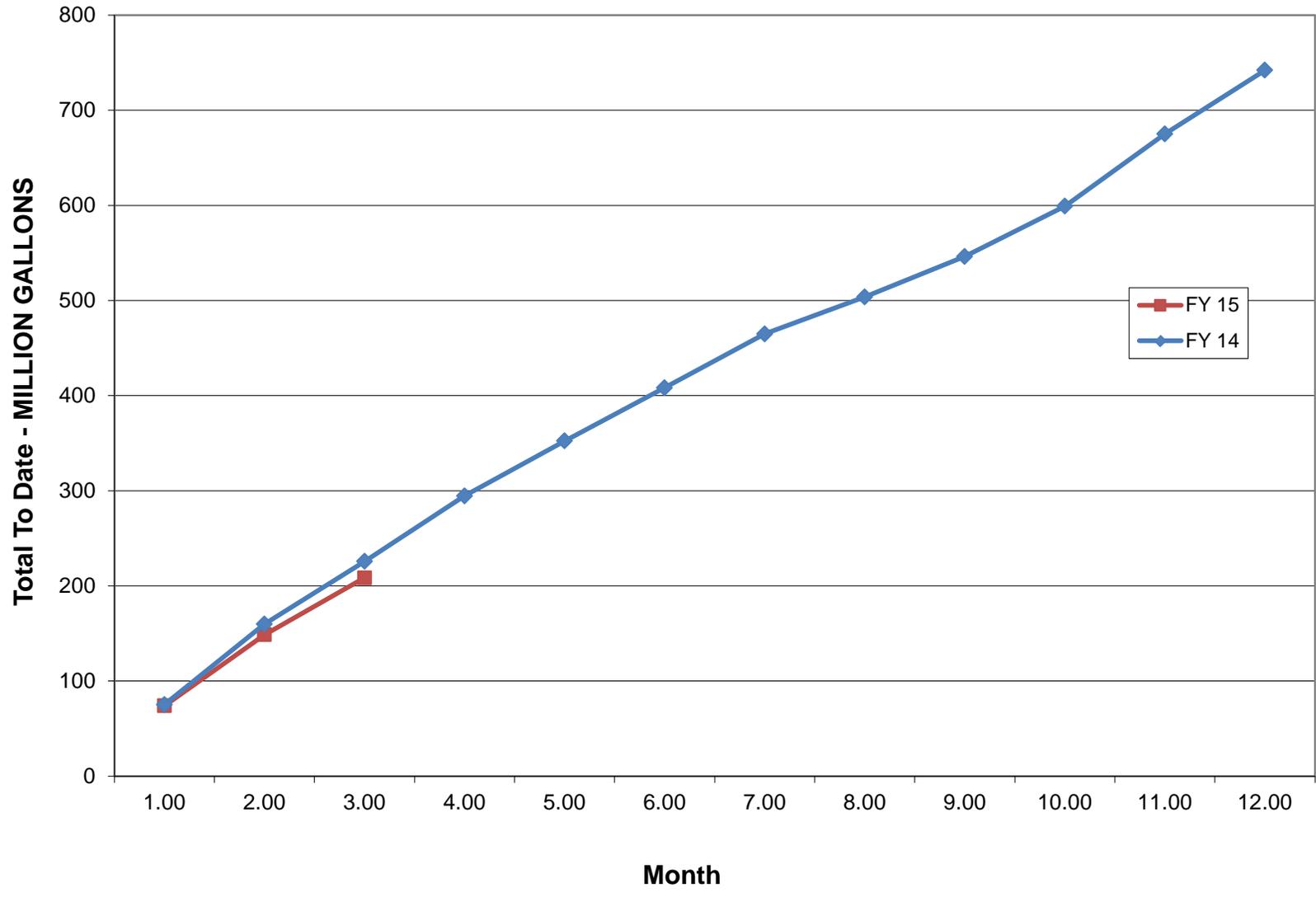
	Denniston Surface			Denniston Wells			Pilarcitos Wells			Pilarcitos Surface			SFWD CSP			SFWD Total	
	Actual MG	Predicted MG	pred-act	Actual MG	Predicted	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG
Jul-14	2.32	5.34	3.02	0.48	0.00	-0.48	0.00	0.00	0.00	0.00	31.42	31.42	71.96	34.44	-37.52	71.96	65.86
Aug-14	0.82	0.00	-0.82	0.10	0.00	-0.10	0.00	0.00	0.00	0.00	47.40	47.40	73.97	32.50	-41.47	73.97	79.90
Sep-14	0.60	0.00	-0.60	0.05	0.00	-0.05	0.00	0.00	0.00	0.00	27.24	27.24	59.58	35.18	-24.40	59.58	62.42
Oct-14			#VALUE!			#VALUE!			#VALUE!			#VALUE!		29.25	#VALUE!	#VALUE!	65.61
Nov-14			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	46.19
Dec-14			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	39.52
Jan-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	36.19
Feb-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	19.64
Mar-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	19.00
Apr-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	43.53
May-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	63.20
Jun-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	60.46
MG Totals	3.74	5.34	1.60	0.63	0.00	-0.63	0.00	0.00	0.00	0.00	106.06	106.06	205.51	131.37	-74.14	#VALUE!	601.52

	Actual non SFPUC	Predicted non SFPUC	Actual SFPUC	Predicted SFPUC	TOTAL		
					Actual	Predicted	Pred-act
% Total	4.37	5.34	205.51	237.43	209.88	242.77	32.89
	2.08%	2.20%	97.92%	97.80%	86.45%		

Monthly Production FY 13 vs FY 14



Cumulative Production FY 13 vs.FY14



Plant Water Use*			Unmetered Water						2014		MG	
	Denniston Plant	Nunes Plant	Total	Main Flushing	Detector Checks*	Main Breaks	Fire Dept	Miscellaneous	Tank Level Difference	Total		
JAN	0.110	0.000	0.110	0.973	0.017	0.020	0.000	0.014	-0.258	1.097		
FEB	0.270	0.000	0.270	0.000	0.009	0.216	0.002	0.014	0.562	1.613		
MAR	0.000	0.000	0.000	0.000	0.009	0.007	0.002	0.014	-0.416	-0.384		
APR	0.000	0.000	0.000	0.000	0.004	0.000	0.000	0.014	0.193	0.211		
MAY	0.000	0.000	0.000	0.000	0.006	0.005	0.000	0.014	-0.084	-0.059		
JUN	0.103	0.000	0.103	0.000	0.005	0.067	0.000	0.014	0.412	0.807		
JUL	0.230	0.000	0.230	0.054	0.010	0.046	0.000	0.014	0.032	0.845		
AUG	0.000	0.000	0.000	0.000	0.004	0.023	0.000	0.114	-0.055	0.086		
SEP	0.000	0.000	0.000	0.000	0.003	0.347	0.000	0.014	0.088	0.452		
OCT			0.000							0.000		
NOV			0.000							0.000		
DEC			0.000							0.000		
TOTAL	0.71	0.00	0.71	1.03	0.07	0.73	0.00	0.23	0.47	4.67		

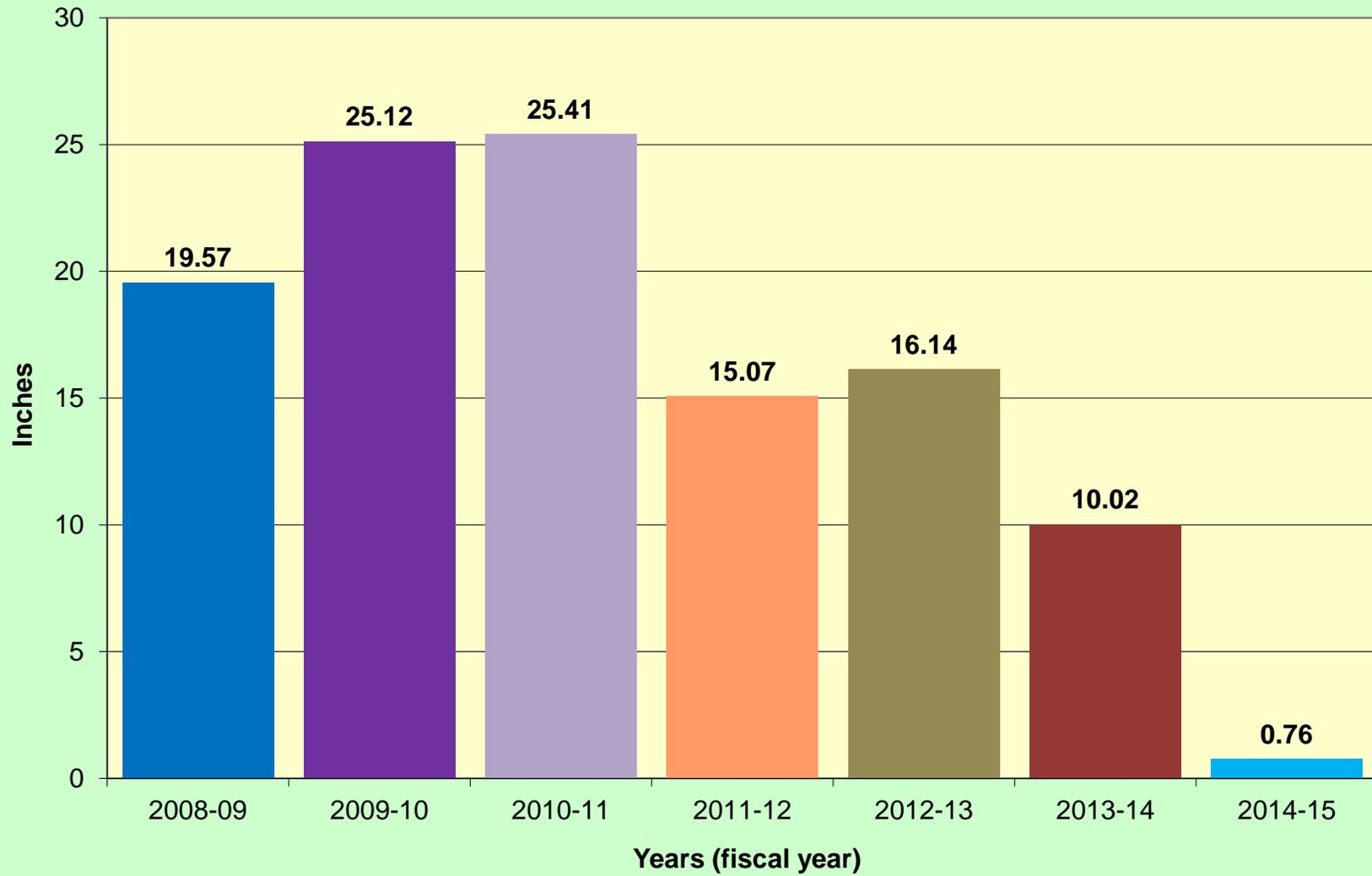
0.64 residential change	0.10	0.16	0.24	1.00	1.00	1.00	1.00
0.62 non residential change	0.17	-0.02	0.19	1.00	1.00	1.00	1.00
0.63 Total	0.14	0.09	0.21	1.00	1.00	1.00	1.00
sum fy 14	186.49						
sum fy 13	448.07						
	0.58						

Coastside County Water District Monthly Leak Report

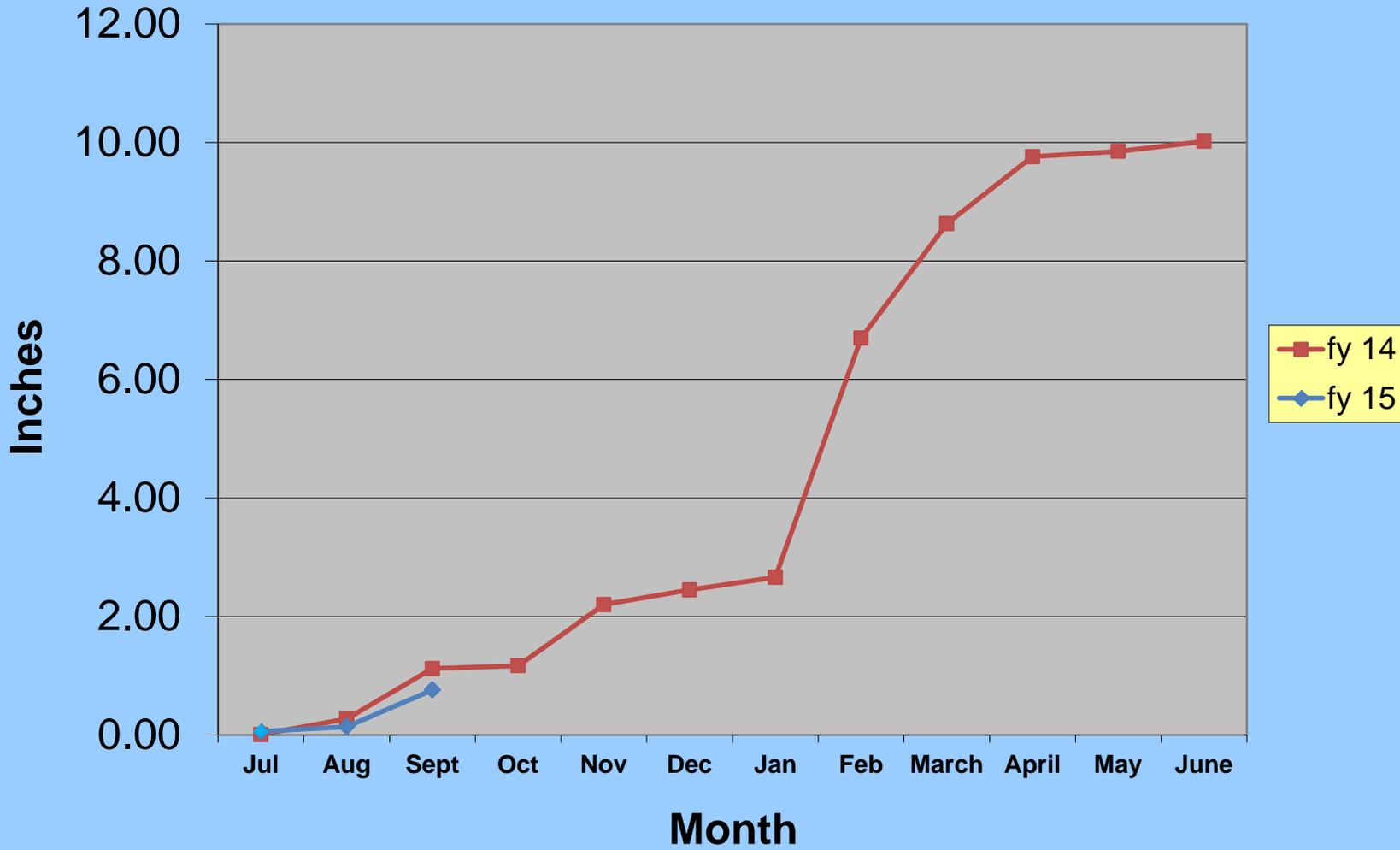
ID	Date Reported Discovered	Date Repaired	Location	Pipe Class	Pipe Size & Type	Estimated Water Loss (Gallons)*	Equipment Costs	Material Costs	Employee hours		Labor Costs	Total Costs
									Staff	Hours		
1	9/8/2014	9/8/14	Miramontes Point Road X Salal Road.	M	10"DI	240,000	\$1,600.00	\$2,864.24	some overtime		\$3,650	\$8,114.24
									5	8		
2	9/13/2014	9/13/2014	Miramontes Point RD X Apple Orchard Way	M	10"DI	30,000	\$800.00	\$537.50	overtime		\$1,700	\$3,037.50
									5	4		
3	9/18/2014	9/18/2014	200 Block of Garcia	M	6CI	15,000	\$1,100.00	\$438.00	overtime		\$1,788	\$3,325.50
									5	5.5		
4	9/20/2014	9/20/2014	Alameda X Gurrearo Miramar	V	10" D!	10,000	\$1,000.00	\$203.34	overtime		\$1,600	\$2,803.34
									5	4		
5	9/28/2014	9/28/2014	Miramaontes Pt RD. X Apple Orchard way	M	10" DI	30,000	\$612.50	\$1,260.00	overtime		\$1,050	\$2,922.50
									4	3.5		
6	9/28/2014	9/28/2014	121 Correas St HMB	M	6"CI	20,000	\$525.00	\$477.51	overtime		\$975	\$1,977.51
									4	3		
7	9/27/2014	9/29/2014	Johnston Street X Monte Vista	M	2" Galv	1,500	\$350.00	\$220.00	Staff	Hours	\$300	\$870.00
									3	2		
8									Staff	Hours		\$0.00
Totals						346,500	\$5,462.50	\$6,000.59	31	30	\$10,088	\$23,050.59
*includes 1,000 gallons for mains to daylight plus 1,000 gallons to flush mains or 100 gallons to flush services									Staff x hours = 930			

Rain Totals

Fiscal Years 09 - 15



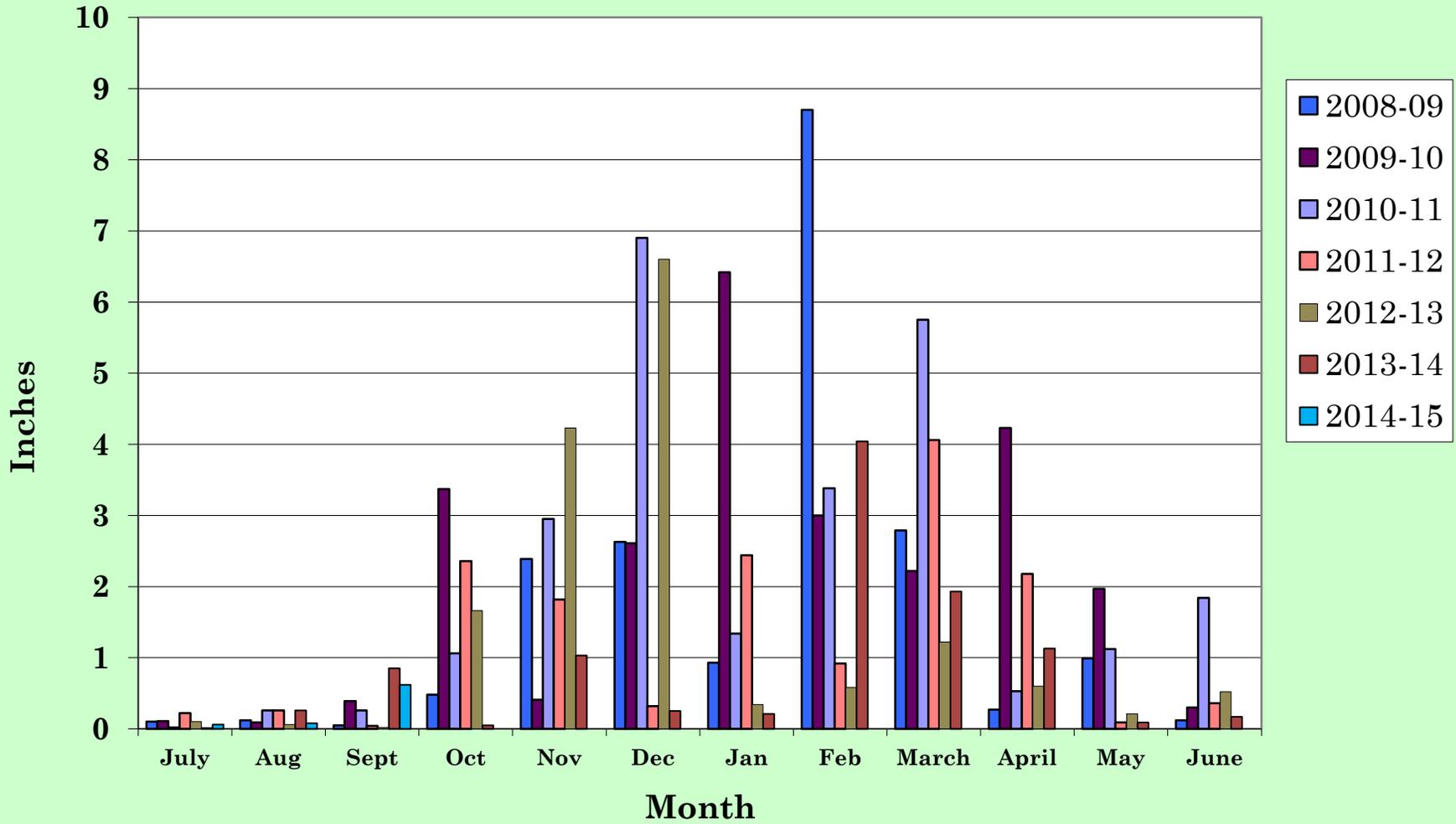
Rainfall Total Comparison Fiscal Years 14 and 15



Coastside County Water District

Rainfall by Month

Fiscal Years 08 - 14



MONTHLY CLIMATOLOGICAL SUMMARY for SEP. 2014

NAME: CCWD weather station CITY: STATE:
 ELEV: 80 ft LAT: 37° 18' 00" N LONG: 122° 18' 00" W

TEMPERATURE (°F), RAIN (in), WIND SPEED (mph)

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	62.5	71.0	2:30p	54.4	2:30a	3.6	1.1	0.00	1.4	12.0	5:30p	W
2	62.0	66.9	3:00p	59.9	7:00a	3.2	0.2	0.00	2.0	9.0	1:30p	WSW
3	63.1	70.9	4:30p	58.7	4:00a	3.0	1.2	0.00	2.3	13.0	4:30p	WSW
4	61.7	67.8	1:30p	58.0	7:00a	3.6	0.2	0.00	1.9	12.0	12:30p	WSW
5	62.4	68.7	3:00p	58.2	7:30a	3.2	0.6	0.00	2.3	13.0	12:30p	WSW
6	61.2	67.1	2:30p	56.6	7:30a	4.0	0.2	0.00	1.6	12.0	3:00p	W
7	61.1	65.9	3:30p	56.8	7:00a	3.9	0.0	0.00	1.8	14.0	2:00p	W
8	60.1	64.4	2:00p	57.7	7:00a	4.9	0.0	0.00	1.6	13.0	2:30p	W
9	60.5	65.2	4:00p	57.0	12:00m	4.5	0.0	0.00	1.4	11.0	2:30p	W
10	58.8	66.8	2:00p	52.0	8:00a	6.4	0.2	0.00	1.1	9.0	3:00p	W
11	58.5	66.4	3:00p	52.3	6:30a	6.6	0.0	0.00	0.8	9.0	12:30p	W
12	59.7	65.7	4:00p	54.4	8:00a	5.3	0.0	0.00	1.1	11.0	3:00p	W
13	61.2	66.5	2:30p	58.1	6:00a	3.8	0.1	0.00	1.1	12.0	2:30p	W
14	61.4	67.6	6:00p	55.5	12:00m	4.0	0.4	0.00	1.4	11.0	2:30p	W
15	62.9	72.0	2:30p	55.2	12:30a	3.4	1.4	0.00	1.1	12.0	1:00p	W
16	62.7	72.2	3:30p	52.5	6:30a	4.0	1.6	0.00	1.4	14.0	3:00p	W
17	66.6	76.6	4:30p	58.8	2:00a	1.5	3.2	0.00	2.0	13.0	6:30p	WSW
18	67.5	75.1	2:30p	60.8	11:30p	0.4	2.9	0.04	2.2	11.0	5:00a	WSW
19	62.4	66.8	1:30p	57.4	2:30a	2.9	0.3	0.00	0.6	8.0	11:00a	W
20	62.8	66.3	2:30p	59.3	8:00a	2.3	0.1	0.02	1.1	9.0	1:30p	WSW
21	64.7	68.2	3:30p	62.6	4:30a	0.8	0.6	0.00	1.0	8.0	12:30p	WSW
22	65.2	70.6	3:00p	59.2	11:00p	1.3	1.4	0.00	1.4	13.0	4:00p	W
23	63.1	69.5	12:30p	54.2	7:00a	3.0	1.1	0.02	1.2	13.0	1:30p	W
24	67.6	74.5	4:30p	62.1	12:00m	0.5	3.1	0.08	1.8	11.0	2:30p	WSW
25	63.1	70.8	2:30p	58.5	5:00a	3.0	1.1	0.43	1.2	9.0	1:30p	W
26	63.5	70.3	3:30p	55.5	6:30a	2.6	1.0	0.00	1.9	13.0	6:30p	W
27	63.1	66.8	1:30p	61.7	7:00a	1.9	0.1	0.00	1.8	11.0	1:30p	W
28	62.8	68.0	3:00p	58.3	12:00m	2.5	0.3	0.00	1.3	10.0	2:30p	WSW
29	60.6	65.3	2:00p	56.3	1:30a	4.4	0.0	0.00	0.6	10.0	3:30p	W
30	61.3	67.8	5:00p	54.5	12:00m	3.9	0.2	0.03	1.0	9.0	1:00p	W
	62.5	76.6	17	52.0	10	98.4	22.6	0.62	1.4	14.0	7	W

Max >= 90.0: 0

Max <= 32.0: 0

Min <= 32.0: 0

Min <= 0.0: 0

Max Rain: 0.43 ON 09/25/14

Days of Rain: 6 (>.01 in) 1 (>.1 in) 0 (>1 in)

Heat Base: 65.0 Cool Base: 65.0 Method: Integration

San Francisco Public Utilities Commission Hydrological Conditions Report For August 2014

J. Chester, C. Graham, A. Mazurkiewicz, & M. Tsang, September 11, 2014



The steep Holm Penstock at the beginning of the 2,086 foot drop to the powerhouse on Cherry Creek

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

Table 1 Current Storage As of September 1, 2014							
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 ¹	301,246		360,360		59,114		83.6%
Cherry ²	192,192		273,340		81,148		70.3%
Lake Eleanor ³	20,593		27,100		6,507		76.0%
Water Bank	223,830		570,000		346,170		39.3%
Tuolumne Storage	737,861		1,230,800		492,939		60.0%
Local Bay Area Storage							
Calaveras ⁴	16,109	5,249	96,824	31,550	80,715	26,301	16.6%
San Antonio	47,987	15,636	50,496	16,454	2,509	818	95.0%
Crystal Springs	53,634	17,477	58,377	19,022	4,742	1,545	91.9%
San Andreas	17,250	5,621	18,996	6,190	1,747	569	90.8%
Pilarcitos	2,342	763	2,995	976	652	213	78.2%
Total Local Storage	137,321	44,746	227,688	74,192	90,366	29,446	60.3%
Total System	875,182		1,458,488		593,305		60.0%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates activated.

² Maximum Cherry Reservoir storage with flash-boards in.

³ Maximum Lake Eleanor storage with flash-boards in.

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

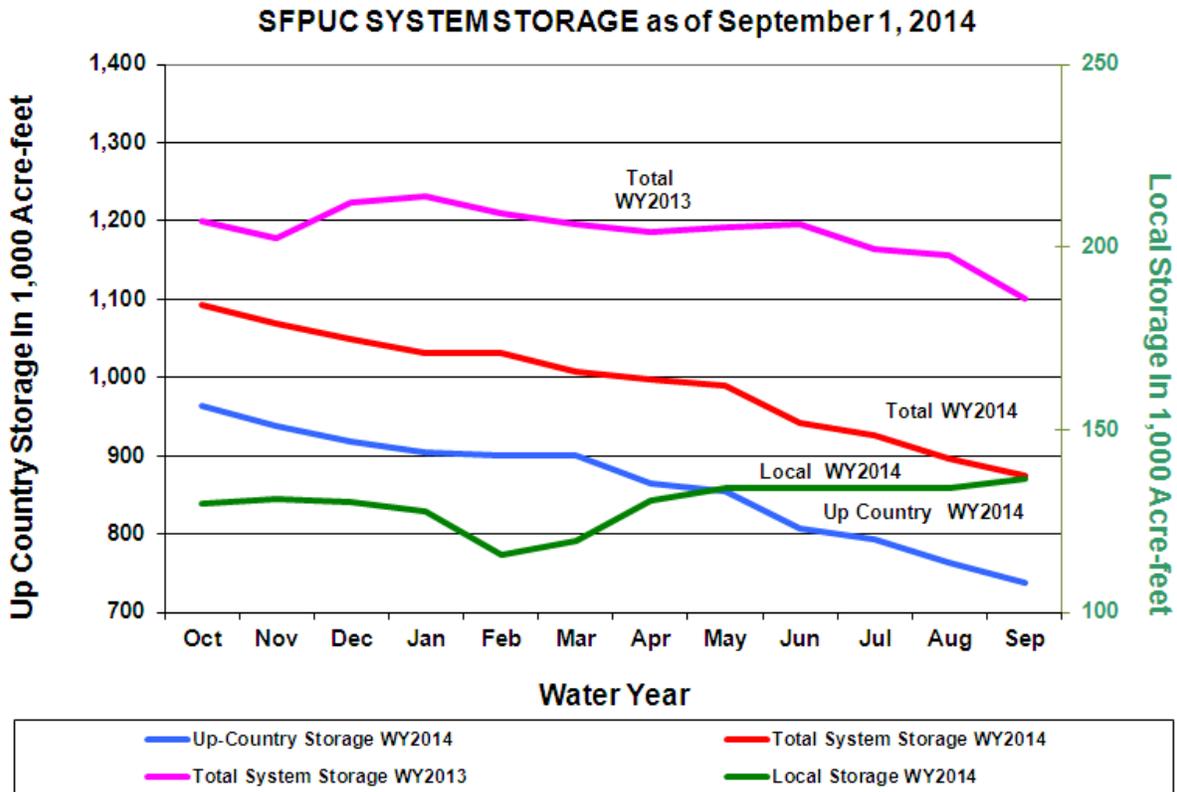


Figure 1: Monthly system storage for WY 2014

Hetch Hetchy System Precipitation Index ^{5/}

Current Month: The August six-station precipitation index is 0.01 inch, or 6.2% of the average index for the month.

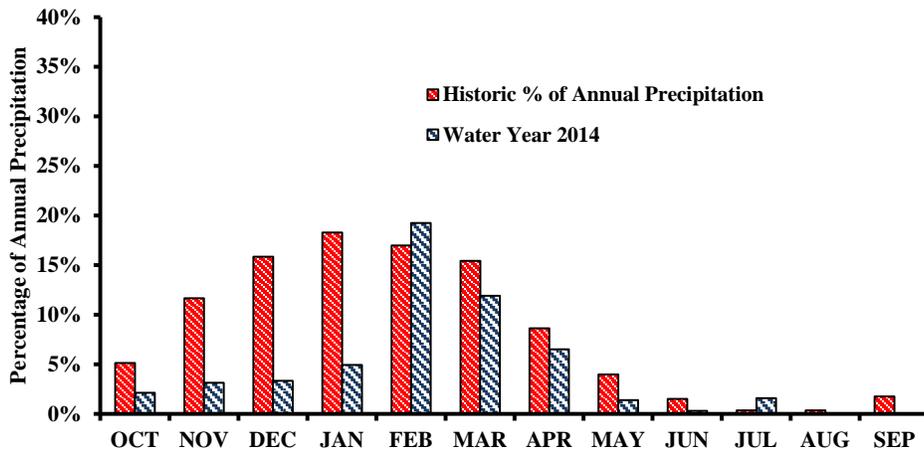


Figure 2: Monthly distribution of the Hetch Hetchy Six-station precipitation index as percent of the annual average precipitation.

Cumulative Precipitation to Date: The accumulated six-station precipitation index for water year 2014 is 19.5 inches, which is 54.8% of the average annual water year total, or 55.5% of the average annual-to-date. Hetch Hetchy received 0.01 inches of precipitation in August, for a water year total of 22.20 inches. The cumulative Hetch Hetchy precipitation is shown in Figure 3 in red.

Precipitation at Hetch Hetchy - Water Year 2014

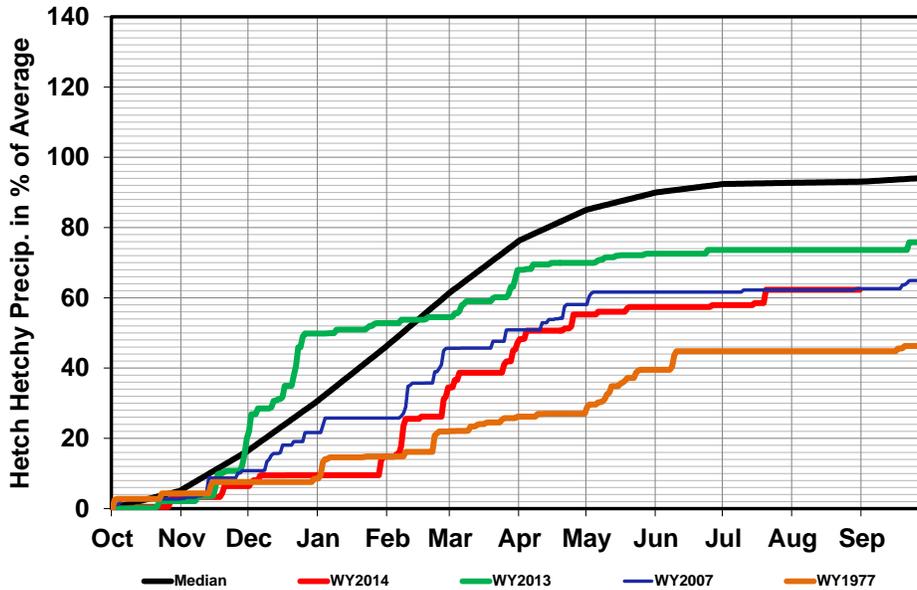


Figure 3. Water year 2014 cumulative precipitation measured at Hetch Hetchy Reservoir through August 31st, 2014. Precipitation at the Hetch Hetchy gauge for wet, dry, median, and WY 2013 are included for comparison purposes.

^{5/}The precipitation index is computed using six Sierra precipitation stations and is an indicator of the wetness of the basin for the water year to date. The index is computed as the average of the six stations and is expressed in inches and in percent.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange as of August 31st is summarized below in Table 2.

Table 2 Unimpaired Inflow Acre-Feet								
	August 2014				October 1, 2013 through August 31, 2014			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	2,640	7,202	13,807	19.1%	327,800	708,675	741,461	44.2%
Inflow to Cherry Reservoir and Lake Eleanor	0	1,654	3,159	0.0%	172,455	445,473	452,362	38.1%
Tuolumne River at La Grange	9,193	16,414	24,445	37.6%	600,998	1,717,116	1,828,483	32.9%
Water Available to the City	0	0	1,363	0.0%	19,910	594,746	780,167	2.6%

⁶ Hydrologic Record: 1919 – 2010

Hetch Hetchy System Operations

Draft and releases from Hetch Hetchy Reservoir in the month of August totaled 27,178 acre-feet to meet SJPL deliveries and instream release requirements. The instream release schedule at Hetch Hetchy Reservoir for the month of August was year type C (below normal conditions). This year type is based upon accumulated runoff in water year 2014, starting October 1st, 2013 through July 31st, 2014. The instream release requirement from Hetch Hetchy Reservoir for the month of August was 75 cfs. Accumulated runoff through July 31, 2014 did not change the year type for September which requires 75 cfs during the first half of the month and 50 cfs during the second half.

A power draft of 16,963 acre-feet was made from Cherry Reservoir during the month of August to meet District inflow obligations. No water was transferred from Lake Eleanor to Cherry Reservoir due to summer time elevation requirements at Lake Eleanor. The required minimum instream release for the month of August was 15 cfs at Cherry Reservoir and 20 cfs at Lake Eleanor.

Local System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for the month of August was 37 MGD. The Sunol Valley Water Treatment Plant was in stand-by mode with three days operation for treatment and filtration maintenance, plant rate average for the month was 1 MGD.

Local System Water Delivery

The average August delivery rate was 227 MGD which is a 3% decrease below the July rate of 235 MGD. Delivery rates remain lower than expected for this time of year.

Local Precipitation

Seasonally dry conditions prevailed for the month across the local area watersheds. Fog derived precipitation tipped the rain gauge in the west bay watershed. Year-to-date rainfall totals are below average. The August rainfall summary is presented in Table 3.

Reservoir	Month Total (inches)	Percentage of Average for the Month	Water Year to Date ⁷ (inches)	Percentage of Average for the Year-to-Date ⁷
Pilarcitos	0.08	57%	23.34	60%
Lower Crystal Springs	0.08	89%	14.38	54 %
Calaveras	0.00	0%	8.59	40 %

⁷ WY 2014: Oct. 2013 through Sep. 2014.

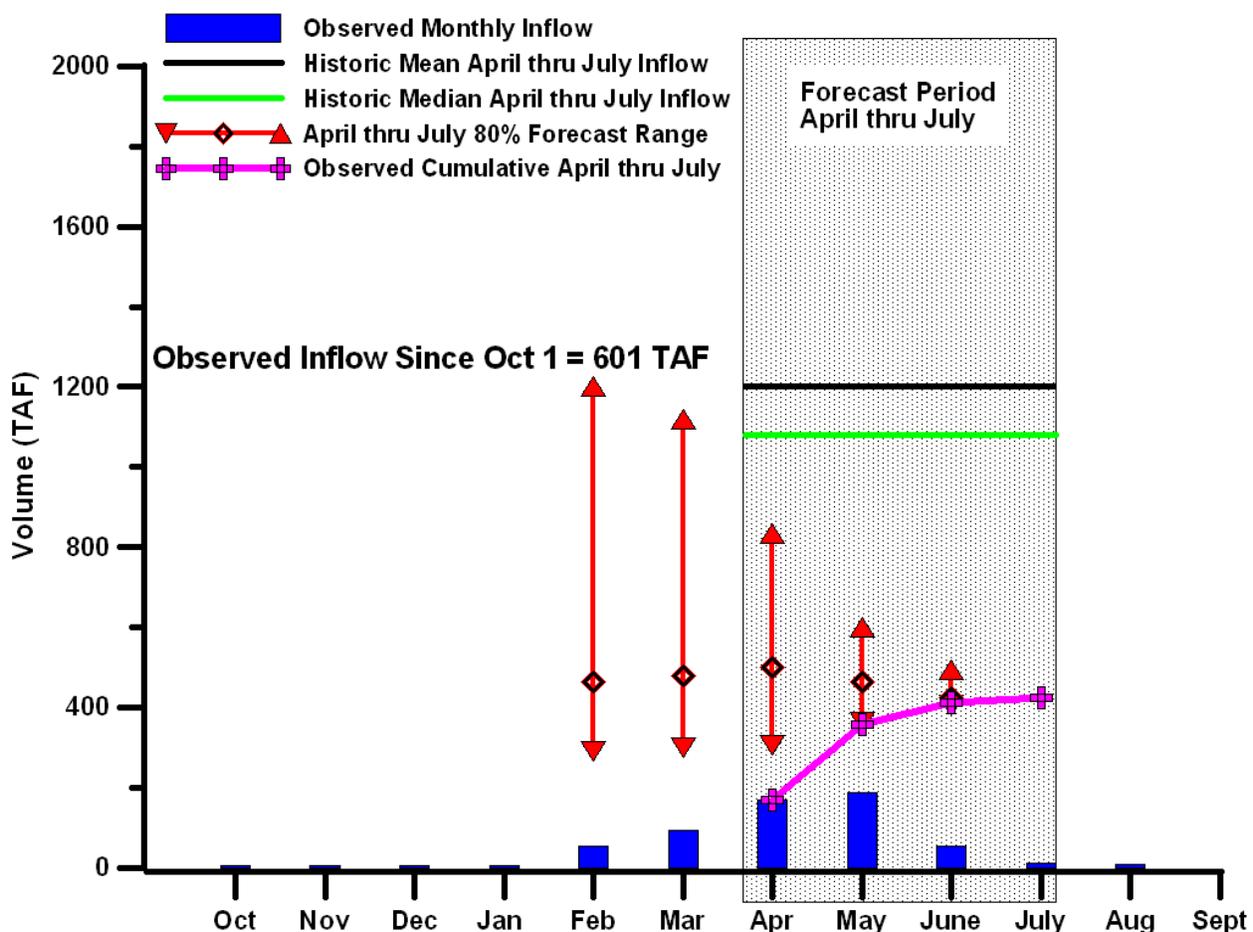


Figure 4: Water Year conditions for the Tuolumne River at La Grange and for the 80% water supply forecast range (triangles represent the 90% and 10% forecasts, the open diamond represents the median forecast).

Snowmelt and Water Supply

Conditions across California remained dry throughout the month of August, with only a few isolated thunderstorm events in the Sierra High Country. As a result, flows into the Hetch Hetchy Regional Water System reservoirs continue to recede to typical low flow conditions.

The current system storage level is near 60% of capacity, while on September 1st 2013 the system was at 78.6%. This is a result of the below water year inflow and lack of water available to the City. The storage level in Hetch

Hetchy Reservoir is slightly above the September 1st 2013 level, due to the efforts of water conservation by customers and the resulting lower operational need for diversions from the Tuolumne River Basin.

Seasonal dry and warm conditions will persist throughout the remainder of the summer. The National Weather Service climate forecast is for above normal temperatures through October. The Climate Prediction Center seasonal forecast does not indicate above or below normal precipitation conditions for this upcoming winter at this time.

As a result of the shallow snowpack and limited precipitation, water available to the City is well below the normal volume. At this time 19,908 acre-feet has been available this water year (Figure 5).

Unimpaired Flow at La Grange & Water Available to the City

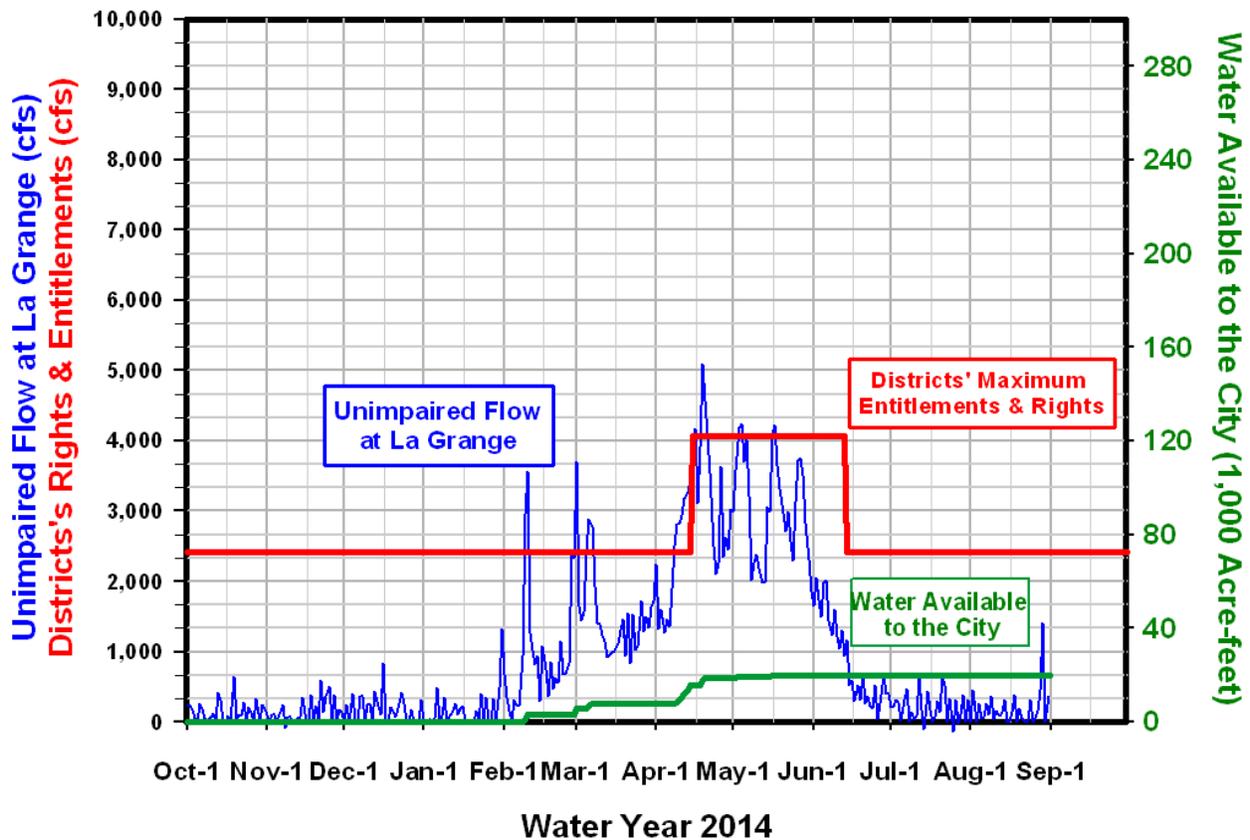


Figure 5: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. 19,908 acre-feet of water has become available to the City during water year 2014 to date.

cc	HHWP Records	Gibson, Bill	Levin, Ellen	Rydstrom, Todd
	Briggs, David	Graham, Chris	Mazurkiewicz, Adam	Sandkulla, Nicole
	Carlin, Michael	Hale, Barbara	Meier, Steve	Tsang, Michael
	Chester, John	Hannaford, Margaret	Moses, Matt	Williams, Mike
	DeGraca, Andrew	Kelly, Harlan	Patterson, Mike	Sandkulla, Nicole
	Dhakal, Amod	Jue, Tyrone	Nelson, Chris	
	Dufour, Alexis	Kehoe, Paula	Ramirez, Tim	
	Gambon, Paul	Lehr, Dan	Ritchie, Steve	

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: October 14, 2014

Report

Date: October 8, 2014

Subject: 340 & 344 Belleville Blvd – Water Service Agreement for a Non-Complex Pipeline Extension

Recommendation:

Approve the attached Water Service Agreement between Coastside County Water District and TDR Properties LLC for construction of a pipeline extension to serve real properties at 340 and 344 Belleville Blvd in Half Moon Bay.

Background:

The attached Water Service Agreement provides for construction of the water utility system that will serve the properties at 340 and 344 Belleville Blvd in Half Moon Bay. Each parcel will serve a single family residence. The new water main will extend approximately 250 feet from the end of the existing main on Belleville Blvd. and will supply one fire hydrant as well as the four new services.

Fiscal Impact:

None. The applicant will pay appropriate fees along with execution of the Agreement to the District. The cost of construction will be paid entirely by the applicant.

WATER SERVICE AGREEMENT

TDR PROPERTIES LLC/BELLEVILLE PIPELINE EXTENSION PROJECT

THIS AGREEMENT is made as of this ____ day of _____, 2014, between COASTSIDE COUNTY WATER DISTRICT ("District"), and TDR PROPERTIES, LLC (collectively, the "Applicant").

THE PARTIES AGREE AS FOLLOWS:

1. RECITALS

This Agreement is entered into with regard to the following facts and circumstances.

A. District is a public corporation organized under the provisions of the California Water Code and is engaged in the storage, transmission and sale of water for domestic purposes within San Mateo County.

B. Applicant is the owner of real property located within the geographic limits of the District known as 344 Belleville Blvd. (APN 056-053-400) and 340 Belleville Blvd. (APN's 056-053-280 and 056-053-190) in the City of Half Moon Bay, State of California (collectively, the "Property"), which is shown on Exhibit A. A lot merger has been approved by the City of Half Moon Bay for 340 Belleville and is currently at the County of San Mateo to be recorded and finalized. Once a new Assessor Parcel Number is assigned to the Property, District records will be updated.

C. Applicant has purchased, and has the right to install, one five-eighth-inch (5/8") Non-priority connection assigned to 340 Belleville Blvd and one three quarter-inch (3/4") Non-priority connection assigned to 344 Belleville Blvd.

D. Applicant has requested the installation of the following: (1) a six-inch pipeline extension approximately two hundred and fifty (250) feet in length; (2) one five-eighth-inch non-priority service connection; (3) one three-quarter inch non-priority service connection; (3) a fire hydrant; and (6) all related appurtenances (collectively, the "Project"). The general layout of the Project is shown on Exhibit B.

E. Applicant represents and warrants that Applicant has obtained any and all permits and approvals necessary to construct the Project on the Property, including a Coastal Development Permit.

2. APPROVAL OF PROJECT UTILITY SYSTEM

The Project Utility System, as defined below, shown on and described in the plans prepared by James S. Teter, Consulting Engineer, dated September 2, 2014 (collectively, the "reviewed submittal documents") are approved. Copies of the reviewed submittal documents are incorporated herein by this reference as Exhibit C.

"Project Utility System" means the water mains, service lines, fittings, valves and housing thereof, fire hydrant, manholes, and all appurtenances thereto, as depicted and described in the reviewed submittal documents. The Project Utility System does not include the water mains on the Applicant side of the meter or the backflow prevention devices, all of which will be owned and maintained by Applicant.

3. INSTALLATION

A. Applicant shall commence installation of the Project Utility System no later than three (3) months, subject to extension for force majeure events not the fault of Applicant, after the date of this Agreement and shall complete its installation within twelve (12) months after the date of this Agreement. If installation is not commenced or completed by such dates, the District may terminate this Agreement, unless the delay is solely attributable to events, such as fire, flood or earthquake, which are beyond the control of, and not the fault of, Applicant.

B. Applicant shall install the Project Utility System in accordance with (1) the location and sizes shown on the reviewed submittal documents identified in Section 2; (2) the District's "Standard Specifications and Construction Details," a copy of which has previously been furnished to Applicant; and (3) the further reasonable directions of the District Engineer.

4. SUBMITTAL OF PROPOSAL FOR REVIEW AND APPROVAL BY DISTRICT.

Applicant is responsible for obtaining a proposal for construction of the Project from a licensed, qualified contractor to construct the Project ("Proposal"). The contractor shall possess a valid California Contractor's License (Class A or C34). The contractor shall have satisfactorily

completed construction of a minimum of 5 similar pipeline projects, and shall, if requested, submit a list of these projects together with the telephone number of the owner's representative who can be contacted regarding the work. Prior to commencement of construction, Applicant shall furnish a copy of the Proposal, along with evidence satisfactory to the District that the contractor possesses the necessary license and experience to construct the Project Utility System.

5. INSPECTION; CONSTRUCTION

A. Prior to commencing construction, Applicant shall furnish to the District Engineer, at Applicant's expense, a report by a competent soils engineer or soils laboratory indicating that the compaction of the fills within which said facilities are to be installed is at least equal to ninety-five percent (95%) compaction, as that phrase is defined in the latest edition of the Standard Specifications, State of California, Department of Transportation, or meets such other criteria as the District Engineer may prescribe.

B. Applicant shall notify District in writing at least ten (10) days in advance of the proposed starting date for construction and shall not commence construction unless the District Engineer or other authorized District inspector is at the site of the work when construction begins. District agrees to make the District Engineer or other authorized District inspector available to be on site, provided the ten (10) days advance notice is given by Applicant. If construction is not continuous, District shall be notified at least forty-eight (48) hours in advance of the resumption of construction. Any work performed without notice to District may be rejected by District on that ground alone. The District Engineer will observe and inspect facilities solely to protect the interests of the District and to determine whether the completed work is acceptable to District and can be incorporated into the District system. The District does not assume thereby any responsibility for the operations or safety practices of Applicant. Applicant is responsible for correct location of all facilities which it installs. The District Engineer will not inspect facilities installed "downstream" of the individual meter boxes.

C. Applicant shall permit District's employees and authorized representatives to inspect the Project Utility System, and the plans and materials therefore, at any reasonable time before, during, or after installation.

D. Applicant shall repair at its expense (or, at the option of District, shall reimburse District for the actual cost of repairs effected by it) any damage to District property

caused by Applicant, its agents, employees, or contractors in constructing the Project Utility System.

6. PAYMENT OF FEES AND CHARGES

The Applicant will pay applicable fees and charges as follows:

A. Transmission and Storage Fees. None Due. Applicant has previously paid transmission and storage fees for one (1) five eighth-inch non-priority service connection and one (1) three quarter-inch non-priority water service connection.

B. Water Meter and Water Meter Installation Fees. None Due. Applicant will be billed separately for actual cost of the required meters at the time of plan review and meter installation for each parcel.

C. Initial Filing Fee. None due. The District acknowledges receipt of a non-refundable initial filing fee in the amount of \$150.

D. Plan Check and Construction Inspection Fees. None Due. The Applicant has deposited the sum of Four Thousand Dollars and No Cents (\$4,000.00), which was the cost estimate for the District staff and Engineer's costs in preparing and reviewing final plans, inspecting the construction of the Project Utility System, modifications of water system maps, and administrative, legal, and auditing costs. A final accounting will be performed prior to acceptance of the Project Utility System. Applicant shall pay additional fees if the deposit does not cover District costs for providing these services.

E. Total Payment Due with Agreement. None Due.

7. BONDS

Prior to commencement of construction, Applicant shall furnish to District the following bonds:

A. A Payment Bond in the amount of 100% of the Proposal amount, to guarantee payment of the obligations referred to in Section 3248 of the Civil Code;

B. A Performance Bond in the amount 100% of the Proposal amount, to guarantee faithful performance of the terms of this Agreement; and

C. A Maintenance Bond in the amount of 10% of the Proposal amount, to guarantee against defective materials and faulty workmanship for a period of two (2) years from and after the acceptance of the Project Utility System by District.

The bonds shall be in a form satisfactory to District. The surety or sureties must be qualified to do business in California. If any of the sureties, in the sole opinion of District, is or becomes irresponsible, District may require other or additional sureties which Applicant shall furnish to the satisfaction of District within ten (10) days after notice from District. In default thereof, District shall be released from all obligations under this Agreement. No prepayment or delay in payment and no change, extension, addition, or alteration or any provision of this Agreement or in the approved submittal documents referred to in Section 2, above, and no forbearance or acceptance by or on the part of District shall operate to release any surety from liability on a bond.

8. INDEMNITY

A. District shall not be responsible or held liable in any manner whatsoever for any injury or damage which may be done to any person or property (or other loss or liability) arising from the performance or failure to perform the obligations set forth in this Agreement and the installation of the Project Utility System by or on behalf of Applicant.

B. Applicant, on its behalf and on behalf of its successors in interest, hereby agrees to waive any claims against District arising from or related to the events and activities described in Subsection A, above, and to indemnify, defend and hold harmless the District, its directors, officers, employees, and agents from and against any and all liability for the death of or injury to any person and for the loss of, or damage to, any property (including the loss of its use) which may arise from such events and activities. The agreements contained in this paragraph shall survive the performance of the remainder of this Agreement and shall remain in full force and effect notwithstanding such performance.

9. INSURANCE

A. Applicant or its construction contractor shall, at its cost, maintain in full force and effect during the period beginning with commencement of construction of the Project Utility System and terminating no earlier than thirty (30) days after completion thereof and

approval by District for its connection with the District's distribution system, a policy or policies of liability insurance, as follows:

1. Bodily and personal injury liability in an amount not less than One Million Dollars (\$1,000,000.00) per person and Two Million Dollars (\$2,000,000.00) per occurrence; and

2. Property damage insurance in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence.

Such policies shall insure District as an additional insured against any and all liability for the death of or injury to any person and for the loss of or damage to any property which may arise by reason of acts done or omitted to be done as a result of the installation of the Project Utility System by or on behalf of Applicant and shall further insure District against any and all costs and expenses, including attorneys fees, which District may incur in resisting any claim which may be made against District for any such injury or damage.

B. Each such policy shall:

1. be issued by an insurance company or companies qualified to do business in California and approved in writing by District;

2. name District, its Directors, officers, agents and employees, as additional insureds;

3. specify that it acts as Primary Insurance; the insurer being liable thereunder for the full amount of any loss up to and including the total limit of liability without right of contribution from any insurance effected by District;

4. provide that the policy shall not be cancelled or altered without thirty (30) days' prior written notice to District (or Applicant shall provide this written notice to the District); and

5. otherwise be in form reasonably satisfactory to District.

C. Applicant or its contractor shall provide, and maintain at all times during the course of installation of the Project Utility System, Worker's Compensation Insurance in conformance with the laws of the State of California. Such policy shall provide that the

underwriter thereof waives all right of subrogation against District by reason of any claim arising out of or connected with installation of the Project Utility System and that such policy shall not be cancelled or altered without thirty (30) days' prior written notice to District.

D. Copies of all policies required above (or Certificates of Insurance satisfactory to District) shall be delivered to District at least ten (10) days prior to commencement of construction of the Project Utility System.

10. CONVEYANCE OF TITLE TO PROJECT UTILITY SYSTEM

Full right, title and interest in and to all elements of the Project Utility System installed pursuant hereto will be granted to District upon written notice of acceptance thereof by District and without the necessity for any further action by Applicant. There shall be no obligation upon District to pay or reimburse to Applicant any part of the cost of Project Utility System. Applicant warrants that upon such passage of title to District, the title shall be free and clear from any and all mechanics and materialmen liens that could arise from construction of the Project Utility System, charges and encumbrances whatsoever. The water meters described in Section 2, above, are and will remain the property of District.

11. ACCEPTANCE BY DISTRICT

District shall accept the Project Utility System when all of the following conditions have been met: (1) completion of the Project Utility System; (2) certification by Superintendent and or District Engineer upon completion that the Project Utility System has been constructed in accordance with this Agreement; (3) furnishing by Applicant of evidence that it has paid all costs incurred in constructing the Project Utility System; (4) performance by Applicant of all of its obligations under this Agreement which are to be completed prior to acceptance of the Project Utility System, including payment of all sums due the District; and conveyence of all easements; and (5) furnishing by Applicant of two sets of nonammonia-type mylar reproducible drawings of the completed improvements showing "as-built" conditions.

Upon acceptance, and payment for the cost of meter installation, District shall provide water utility service to the Project.

Upon acceptance, Applicant shall be relieved of all future obligation to maintain the Project Utility System, subject to its obligation to repair defects, which obligation is secured

by the maintenance bond provided for in Section 6.C., for the duration of the term of such bond (i.e., two years after acceptance).

12. EXECUTION AND PERFORMANCE OF AGREEMENT

Execution of this Agreement is a condition precedent to issuance by District of any letters, approvals, consents, or communications to any state, municipal, local or other public bodies regarding the availability of water service to the Property from the Project. Full performance of and compliance with each and every term of this Agreement by Applicant is a condition precedent to water service by District.

13. DISTRICT REGULATIONS

Applicant shall at all times abide by and faithfully observe any and all District ordinances, resolutions, rules and regulations presently in effect, including current fee schedules, or which may hereafter be enacted or amended from time to time, including but not limited to *Regulations Regarding Water Service Extensions and Water System Improvements; Engineering and Construction Standards; Approved Materials* (codified through Resolution No. 2003-11, March 2004), a copy of which has previously been furnished to Applicant.

14. ASSIGNMENT

Applicant's rights under this Agreement may be assigned only in connection with a sale or conveyance of the Property. No such assignment shall be valid or binding on the District unless the assignee executes a written instrument, in form and substance satisfactory to District, assuming all of Applicant's obligations under this Agreement, which have not been fully performed as of the date of assignment. Such assignment shall not release Applicant from any of its obligations to District under this Agreement.

This Agreement shall be binding upon and shall inure to the benefit of the parties and their successors and permitted assigns. If the Applicant or a permitted successor or assign shall disincorporate, forfeit its articles or right of incorporation, or otherwise fully terminate without a successor or assign, District shall as of the date of disincorporation, forfeiture or termination own the Project Utility System free and clear of any obligation to any party.

15. NOTICE

Any notice required by this Agreement shall be satisfied by a notice in writing, either delivered personally or sent by regular or certified mail, postage prepaid, and addressed as follows:

District: Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019
Attention: David R. Dickson, General Manager

Applicant: Tom DaRosa
TDR Properties
1536 West Branch Street
Arroyo Grande, CA 93420

16. CONSTRUCTION OF AGREEMENT

Both parties have participated in preparing this Agreement. This Agreement shall be construed reasonably and not in favor of or against either party hereto on the grounds that one party prepared the Agreement.

17. ENTIRE AGREEMENT

This Agreement, including the Exhibits which are hereby incorporated by reference, contains the entire agreement between the parties hereto. No oral understandings, statements, promises or inducements contrary to the terms of this Agreement exist.

18. APPLICABLE LAW

This Agreement shall be governed by and construed and enforced in accordance with and subject to the laws of the State of California. Except as expressly provided for herein, this Agreement is not intended to, and does not, modify the District's rights to exercise the legislative discretion accorded to it by the laws of California. Any lawsuit related to this Agreement shall be commenced and prosecuted in the County of San Mateo, State of California.

19. AMENDMENT

Any amendment hereof, including any oral modification allegedly supported by new consideration, shall not be effective unless reduced to a writing signed by both parties.

20. AUTHORIZED SIGNATURE

The individuals whose names are subscribed to this Agreement represent that they are authorized to act on behalf of the party for whom they sign.

21. TIME

Time is of the essence of the Agreement.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

DISTRICT:
COASTSIDE COUNTY WATER DISTRICT

APPLICANT:
TDR PROPERTIES, LLC

By: _____
President, Board of Directors

By: _____
Thomas DaRosa, Manager
TDR Properties, LLC

By: _____
Secretary

TAX CODE AREA _____

56-5

BK-48
27

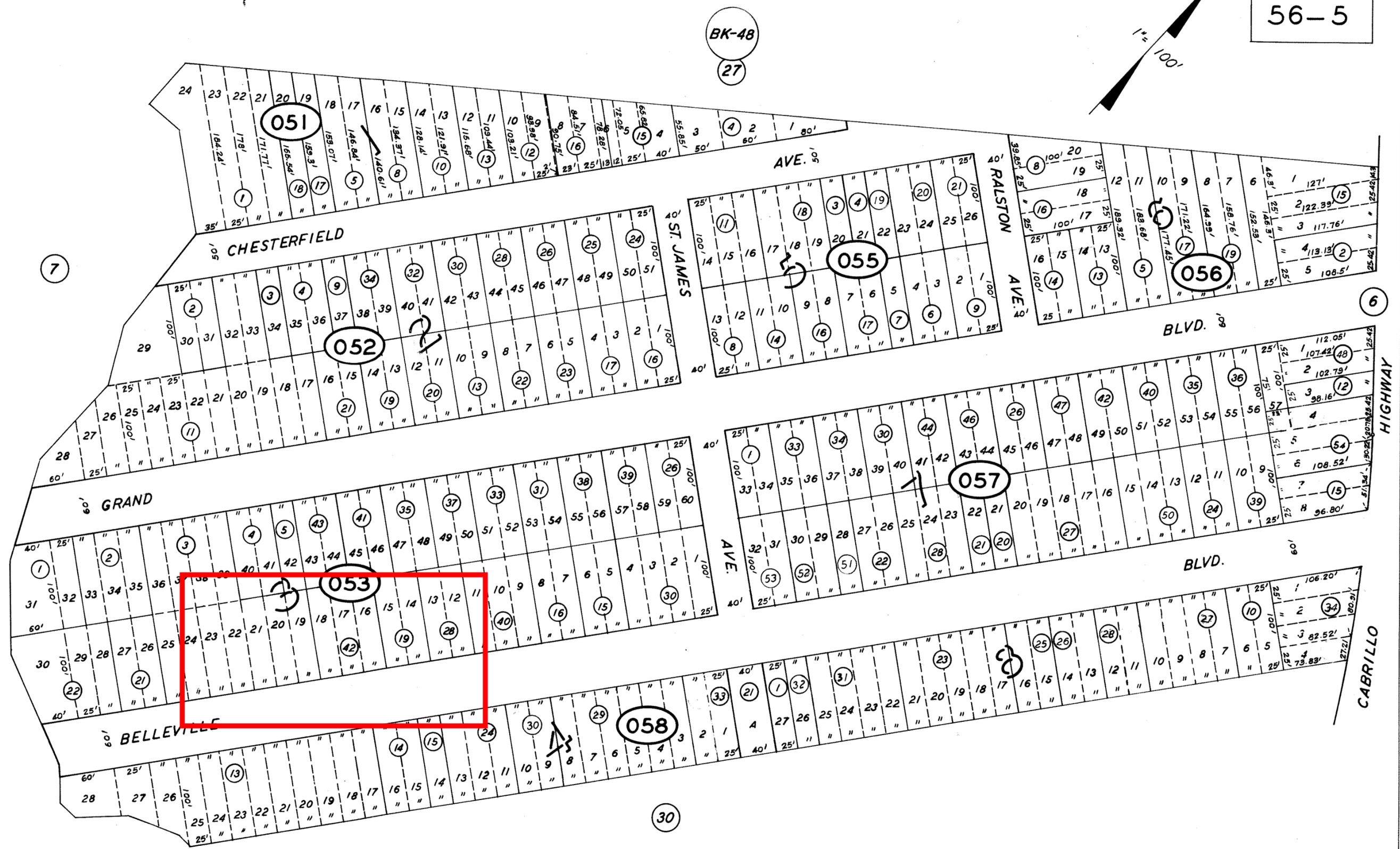
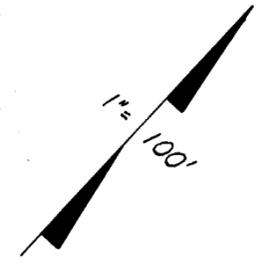
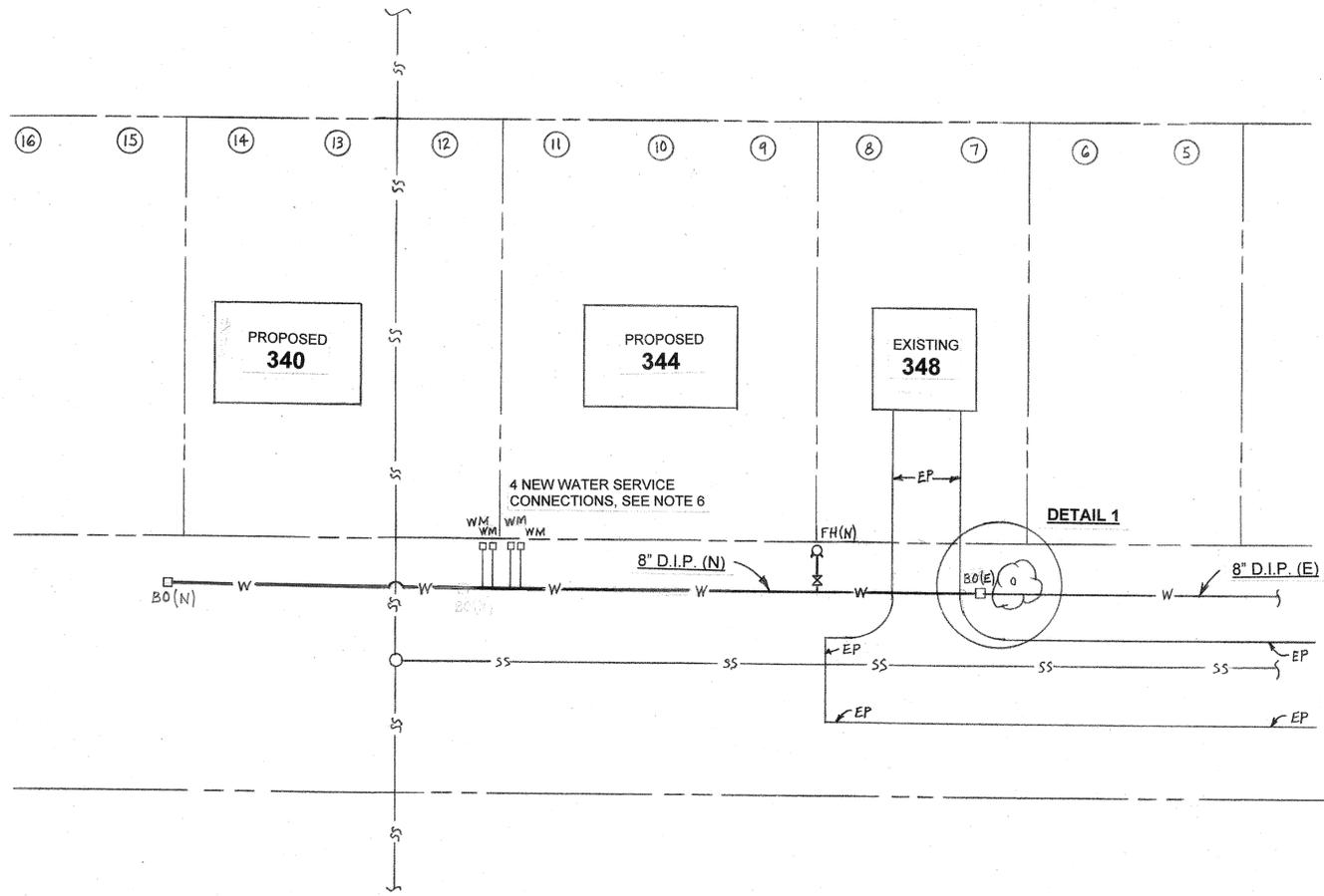
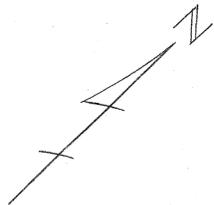


EXHIBIT B

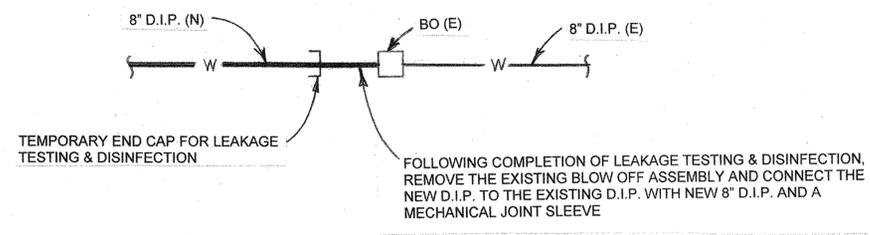


LEGEND

- W — 8 INCH DUCTILE IRON PIPELINE, NEW OR EXISTING AS SHOWN
- SS — EXISTING SANITARY SEWER
- - - - - PROPERTY LINE
- ⊗ GATE VALVE
- ⊙ FH FIRE HYDRANT
- WM WATER METER BOX
- BO BLOW-OFF VALVE ASSEMBLY
- ⊙ EXISTING TREE
- (N) NEW FACILITY, THIS CONTRACT
- (E) EXISTING FACILITY
- ⊙ LOT NUMBER
- 344 RESIDENCE, WITH STREET ADDRESS
- ⌒ EP EDGE OF EXISTING ASPHALT CONCRETE PAVEMENT

PLAN OF BELLEVILLE BLVD.

SCALE: 1" = 20'



DETAIL 1

NO SCALE



JAMES S. TETER
Consulting Engineer

15 Bayview Drive
San Rafael, CA 94901

Tel: (415) 453-0754
Fax: (415) 453-0882

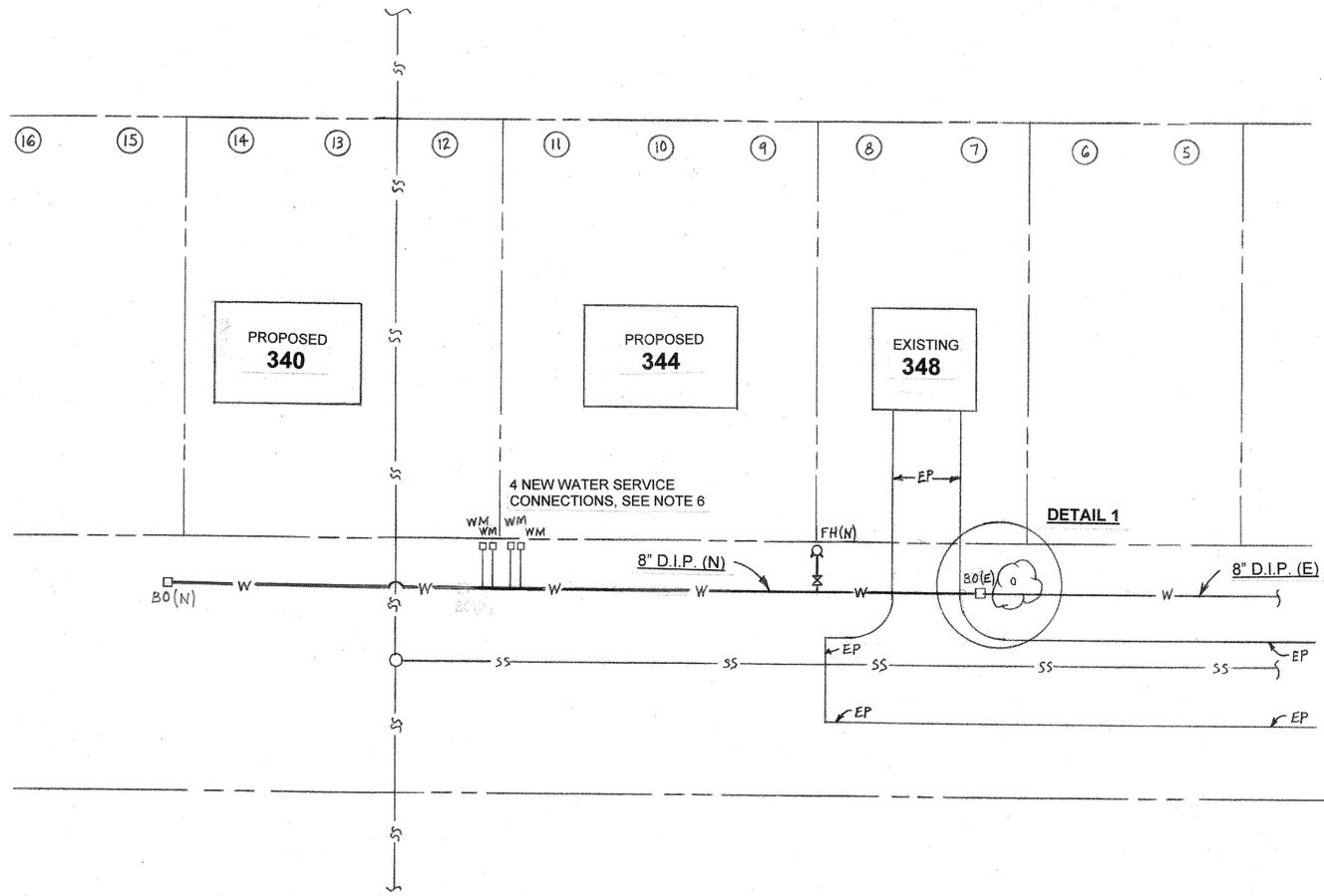
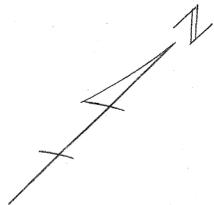
DATE: 9/2/14
DESIGN BY: TETER
DRAWN BY:
APPROVED BY:
DRAWING NO.:

VERIFY SCALE	No.	REVISION	DATE	BY
BAR IS ONE INCH ON ORIGINAL DRAWING.				
IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.				

COASTSIDE COUNTY WATER DISTRICT

PIPELINE EXTENSION TO 340 & 344 BELLEVILLE BLVD.
PLAN OF BELLEVILLE BOULEVARD

SHEET
1
OF 3 SHEETS

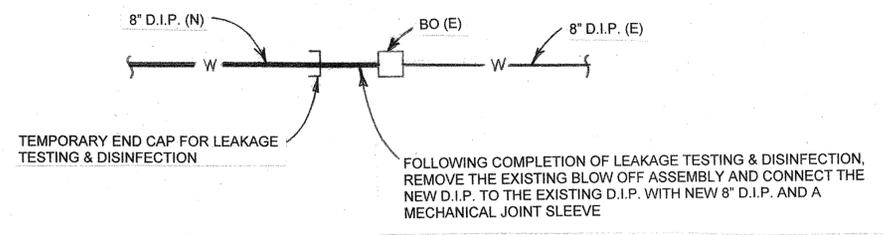


LEGEND

- W — 8 INCH DUCTILE IRON PIPELINE, NEW OR EXISTING AS SHOWN
- SS — EXISTING SANITARY SEWER
- - - - - PROPERTY LINE
- ⊗ GATE VALVE
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PLAN OF BELLEVILLE BLVD.

SCALE: 1" = 20'



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Tel: (415) 453-0754
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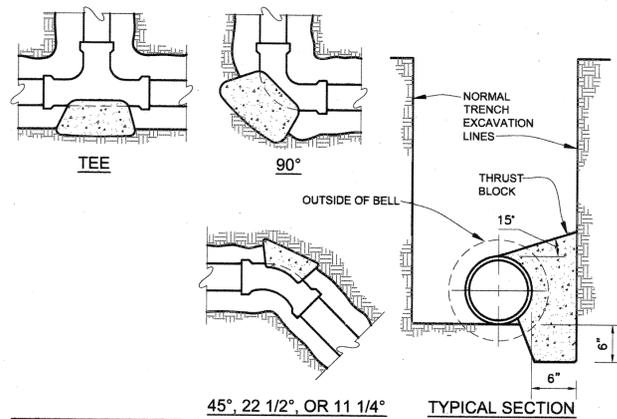
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DRAWN BY:
APPROVED BY:
DRAWING NO.:

VERIFY SCALE	No.	REVISION	DATE	BY
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COASTSIDE COUNTY WATER DISTRICT

PIPELINE EXTENSION TO 340 & 344 BELLEVILLE BLVD.
PLAN OF BELLEVILLE BOULEVARD

SHEET
1
OF 3 SHEETS



45°, 22 1/2°, OR 11 1/4° TYPICAL SECTION

PIPE SIZE	AREA IN SQUARE FEET AT FITTINGS				
	TEE & CROSS	90°	45°	22 1/2°	11 1/4°
6	3	5	3	2	2
8	6	8	4	2	2
10	8	11	6	3	2
12	11	15	8	4	2
16	18	25	14	7	4

NOTE:
 1. THRUST BLOCKS SHALL BE PLAIN CONCRETE POURED AGAINST UNDISTURBED EARTH.
 2. CAPS AND PLUGS SHALL HAVE THRUST BLOCKS WITH AREAS AS SPECIFIED FOR TEES, CAPS, PLUGS, FLANGES, AND MECHANICAL JOINTS SHALL BE COVERED WITH 8 MILS OF POLYETHYLENE BEFORE THRUST BLOCKS ARE POURED.
 3. AREA IS IN A PLANE AT RIGHT ANGLES TO THE LINE OF RESULTANT THRUST.
 4. THRUST BLOCKS ARE DESIGNED FOR AN ALLOWABLE SOIL BEARING VALUE OF 3000 LB/S.F. AND 200 P.S.I.G. TEST PRESSURE. AREAS SHALL BE INCREASED FOR SOILS WITH LOWER BEARING VALUES OR FOR HIGHER TEST PRESSURE.

HORIZONTAL THRUST BLOCKS

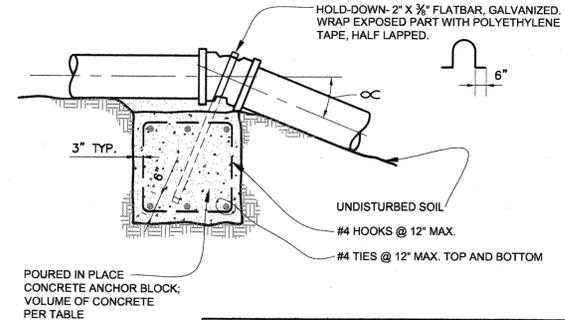
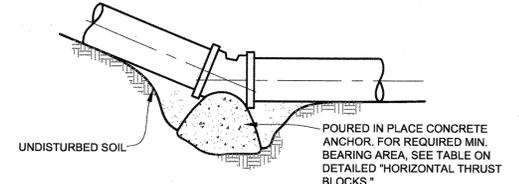


TABLE-FOR WORKING PRESSURE 150 PSI

PIPE SIZE	REQUIRED CONCRETE VOLUME CUBIC FEET		
	OC = 11 1/4"	OC = 22 1/2"	OC = 45"
6"	4	8	12
8"	4	8	27
10"	12	16	48
12"	12	24	70
16"	20	40	90

UPLIFT THRUST BLOCK



DOWNTHRUST BLOCK

VERTICAL THRUST BLOCKS

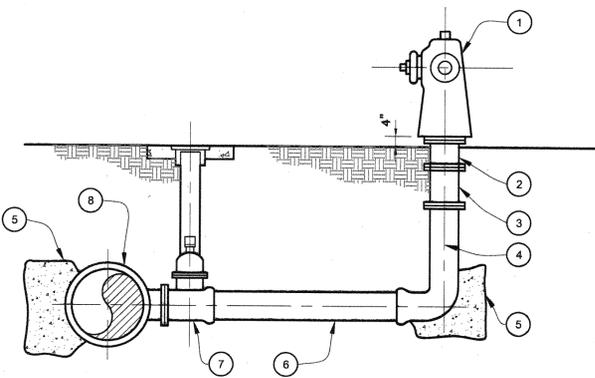
NOTE:
 PROVIDE A CONCRETE THRUST BLOCK FOR EACH PIPELINE FITTING INCLUDING FITTINGS RESTRAINED USING MECHANICAL JOINT RETAINER GLANDS OR FIELD-LOK GASKETS.

THRUST BLOCK DETAILS

NO SCALE

LEGEND

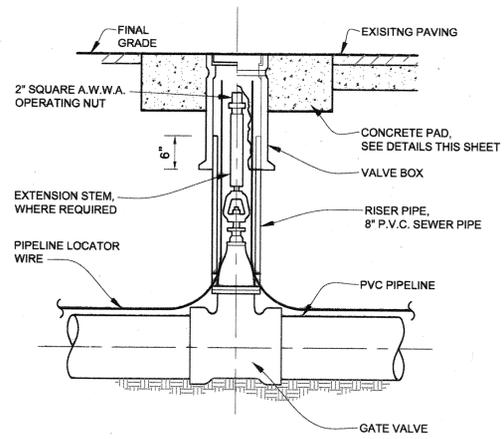
1. FIRE HYDRANT
2. CLOW BREAK-OFF CHECK VALVE
3. EXTENSION PIECE, LENGTH AS REQUIRED.
4. HYDRANT BURY WITH MECHANICAL JOINT END CONNECTION, LENGTH AS REQUIRED.
5. CONCRETE THRUST BLOCK.
6. 6 INCH DUCTILE IRON PIPELINE
7. FLANGE BY MECHANICAL JOINT GATE VALVE.
8. 6 INCH MECHANICAL JOINT BY 6 INCH FLANGED TEE



PROFILE

NEW FIRE HYDRANT INSTALLATION TYPICAL DETAIL

NO SCALE

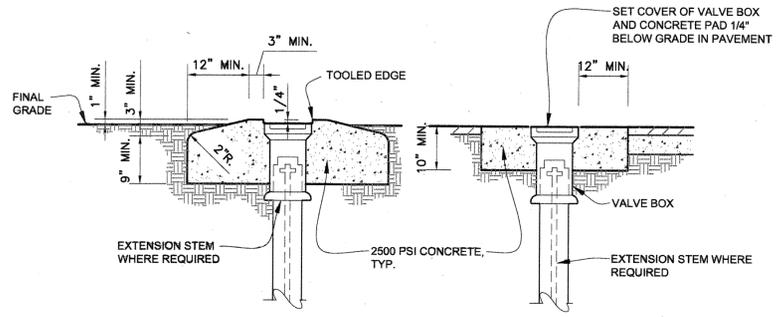


PROFILE

GATE VALVE

GATE VALVE INSTALLATION TYPICAL DETAIL

NO SCALE



UNPAVED AREAS

PAVED AREAS

PROFILE

VALVE BOX CONCRETE PAD



JAMES S. TETER
 Consulting Engineer

15 Bayview Drive
 San Rafael, CA 94901

Tel: (415) 453-0754
 Fax: (415) 453-0882

DATE:	5/2/14
DESIGN BY:	TETER
DRAWN BY:	
APPROVED BY:	
DRAWING NO.:	

VERIFY SCALES	No.	REVISION	DATE	BY
BAR IS ONE INCH ON ORIGINAL DRAWING.				
IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.				

COASTSIDE COUNTY WATER DISTRICT

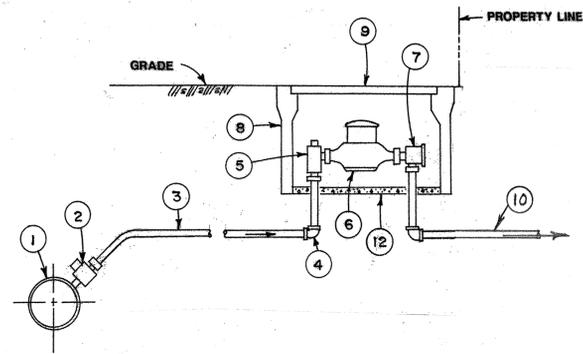
PIPELINE EXTENSION TO 340 & 344 BELLEVILLE BLVD.

PIPING DETAILS

SHEET

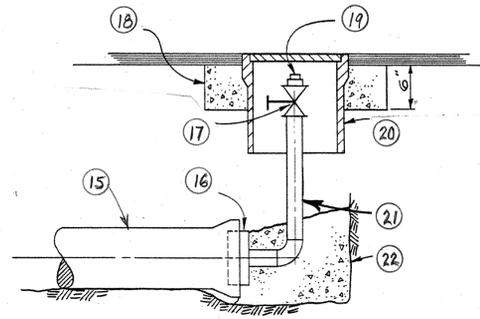
2

OF 3 SHEETS



WATER SERVICE CONNECTION TYPICAL DETAIL

NO SCALE

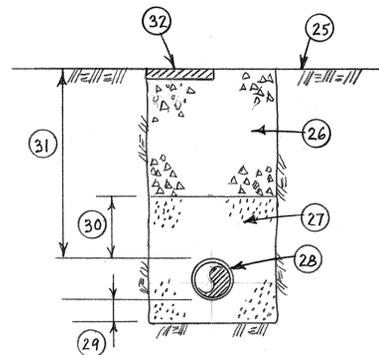


BLOW-OFF AT END OF MAIN TYPICAL DETAIL

NO SCALE

LEGEND FOR PIPING DETAILS

CIRCLED NUMBER	DESCRIPTION
1	NEW 8 INCH DIAMETER DUCTILE IRON PIPELINE.
2	NEW DOUBLE STRAP SERVICE SADDLE & BALL CORPORATION VALVE.
3	NEW TYPE K COPPER TUBING, SAME DIAMETER AS SERVICE CONNECTION SIZE.
4	NEW QUARTER BEND UNION.
5	NEW METER ANGLE BALL VALVE.
6	NEW WATER METER.
7	NEW ANGLE CHECK VALVE.
8	NEW METER BOX.
9	NEW METER BOX LID.
10	NEW CUSTOMER'S WATER SERVICE PIPELINE.
15	NEW 8 INCH DIAMETER DUCTILE IRON PIPELINE.
16	NEW MECHANICAL JOINT PLUG TAPPED FOR 2 INCH IRON PIPE THREAD.
17	NEW 2 INCH GATE VALVE WITH THREADED END CONNECTIONS.
18	NEW CONCRETE COLLAR.
19	NEW BRASS PLUG.
20	NEW CHRISTY MODEL B16 METER BOX WITH B-16C LID.
21	NEW 2 INCH BRASS PIPE WITH THREADED JOINTS.
22	NEW CONCRETE THRUST BLOCK.
25	EXISTING AND FINAL GRADE.
26	NEW AGGREGATE BASE, COMPACTED TO 95% RELATIVE COMPACTION.
27	NEW SAND, COMPACTED TO 95% RELATIVE COMPACTION.
28	NEW 8 INCH DIAMETER DUCTILE IRON PIPELINE.
29	NEW 4 INCH DEPTH OF SAND BEDDING UNDER PIPE.
30	NEW 12 INCH DEPTH OF SAND BACKFILL OVER PIPE.
31	3'-0" MINIMUM COVER OVER NEW PIPELINE.
32	REPLACE EXISTING ASPHALT CONCRETE PAVEMENT WITH 2 INCHES OF NEW HOT MIX ASPHALT CONCRETE PAVEMENT.



TYPICAL TRENCH SECTION DETAIL

NO SCALE



JAMES S. TETER
Consulting Engineer

15 Bayview Drive
San Rafael, CA 94901

Tel: (415) 453-0754
Fax: (415) 453-0882

DATE: 5/1/14
DESIGN BY: TETER
DRAWN BY:
APPROVED BY:
DRAWING NO:

VERIFY SCALES	No.	REVISION	DATE	BY
BAR IS ONE INCH ON ORIGINAL DRAWING.				
IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.				

COASTSIDE COUNTY WATER DISTRICT

PIPELINE EXTENSION TO 340 & 344 BELLEVILLE BLVD.

PIPING & TRENCH DETAILS

SHEET

3

OF 3 SHEETS

September 8, 2014

Coastside County Water District

**WATER SYSTEM SPECIFICATIONS
FOR
PIPELINE EXTENSION TO 340 & 344 BELLEVILLE BLVD.**

PART 1 - GENERAL

1.01 DESCRIPTION

- A. Specifications. This document contains the technical specifications for all water system facilities for which ownership upon project completion will be conveyed by the Applicant, TDR properties, LLC, to the Coastside County Water District (CCWD). This document is not a complete set of specifications for the project; the Applicant and their engineer are responsible for all project specifications and contract documents other than this Water System Specifications document.
- B. Drawing. This Specifications document shall be used in conjunction with the following drawing for the project:
 - 1. Sheet A2.11, Site Plan, prepared by Sean Freitas, Architect.
- C. Conflicts Between Specifications and Drawings. Where conflicts occur between this Specification document and the project drawings, this Specifications document shall take precedence. Conflict resolution shall be performed by the District Engineer for the Coastside County Water District.

1.02 REGULATORY AGENCIES

- A. Water System. All water system work shall be in conformance with the rules and regulations of the Coastside County Water District, County of San Mateo Department of Health Services, and the State Department of Health Services.
- B. Safety. All work shall be in conformance with applicable State and Federal laws and regulations, rules and orders and as may be necessary in order that the work is performed in a safe manner and that the safety and health of the employees and the people of local communities is safeguarded.

- C. Pollution Abatement. All work shall be performed in conformance with NPDES (National Pollutant Discharge Elimination System) regulations as well as with all other applicable pollution abatement rules and regulations.

1.03 PERMITS

Prior to beginning work, the Applicant or the project Contractor shall obtain all permits required for the work including the Encroachment Permit from the City of Half Moon Bay for work within street right of way area.

1.04 INSPECTION

- A. Responsible Agency:
 - 1. Water System Work. Inspection of water system facilities including bedding and backfill around piping will be performed by the CCWD. CCWD inspection fees shall be paid by the Applicant.
 - 2. Other Work. Inspection of all other work including the remainder of the trench backfill over the water system facilities shall be performed by the Applicant.
- B. Notification. The CCWD shall be notified by the Contractor 10 days prior to the proposed start of construction of water system facilities. If construction is not continuous, the CCWD shall be notified at least 48 hours in advance of the resumption of construction.
- C. Observation. The CCWD shall at all times have access to the work, and the Contractor shall furnish every reasonable facility for ascertaining that the materials and workmanship are in accordance with CCWD requirements. All work performed and all materials furnished shall be subject to the CCWD's on-site and off-site observations. The CCWD will observe and inspect facilities solely to protect the interests of the CCWD and to determine whether the completed work is acceptable for incorporation into the CCWD system. The CCWD does not assume thereby any responsibility for the safety practices of the Contractor. The Contractor is responsible for the correct location of all facilities which are installed. All work shall be inspected by the CCWD prior to backfill. Work which has been backfilled prior to inspection by the CCWD shall be uncovered for observation at the expense of the Contractor.

1.05 CHANGES

All work shall be performed in conformance with the project documents approved by the CCWD. Changes shall not be made without the written approval of the CCWD.

1.06 REPAIR OF DAMAGE

The Contractor shall repair at his expense any damage to CCWD or other property caused by his work. At the option of the CCWD, repairs to CCWD facilities will be completed by the CCWD with the cost of the repair work being paid by the Contractor.

1.07 SITE CONDITIONS

The CCWD has performed no investigation of subsurface conditions in the work area. The Contractor shall visit the site prior to submitting his bid and shall be responsible for making his own evaluations, inspections and determinations of all site conditions, including subsurface.

1.08 LINES AND GRADES

The Contractor will be solely responsible for all lines and grades. At no cost to the Contractor, the CCWD will field locate existing water system facilities based on best available information. However, this CCWD locating assistance is not guaranteed to be either accurate or complete. The Contractor shall uncover all existing facilities by hand excavation (potholing) ahead of his machine excavation work. Where the project drawings indicate the location of water system facilities with respect to property corners or easement boundaries, the Applicant or the Contractor shall retain the services of a licensed land surveyor to field locate each property corner and easement boundary required for installation of the new water system facilities at the proper locations.

1.09 SALVAGEABLE MATERIALS

Existing CCWD materials removed during the normal prosecution of work deemed salvageable by the CCWD, except as otherwise noted on the project drawing to be reused, shall remain under CCWD ownership and shall be delivered to the CCWD corporation yard by the Contractor.

1.10 PERSONAL LIABILITY

Neither the CCWD, its Engineer, nor any of the CCWD officers or employees shall be personally responsible for any liability arising under or by virtue of the Contractor's work.

1.11 QUALITY ASSURANCE

- A. Performance Test. Prior to project completion, the Contractor shall demonstrate to the CCWD that all water system facilities perform in the manner in which they are intended for use.
- B. Leakage Test. All water pipelines, service tubing and piping accessories shall be tested for leakage in conformance with the requirements contained in Part 3 of this document.
- C. Disinfection. All potable water pipelines, service tubing and piping accessories shall be disinfected in conformance with the requirements contained in Part 3 of this document.

1.12 REFERENCES TO STANDARD SPECIFICATIONS AND REGULATIONS

- A. Reference to standard specifications, manuals or codes of any technical society, organization or association, or to the laws or regulations of any governmental authority, whether such reference be specific or by implication, shall mean the latest standard specification, manual, code, law or regulation in effect at the time the project documents are prepared (date shown on Specification document).

PART 2 - MATERIALS

2.01 GENERAL REQUIREMENTS

- A. All materials shall be in conformance with CCWD rules and regulations for “approved” materials.
- B. All materials shall be new.
- C. Manufacturers furnishing pipe, valves, or piping accessories shall have had similar products in successful operation under similar operating conditions for a period of at least 5 years, and shall if requested submit a list of representative installations.
- D. Materials in contact with drinking water shall be certified as meeting the specifications of NSF International/American National Standard Institute (NSF/ANSI)1-2005/Addendum 1.0-2005(Drinking Water System Components---Health Effects). This requirement shall be met under testing conducted by a product certification organization accredited for this purpose by the American National Standards Institute.
- E. Pipe materials, plumbing fittings or fixtures, and solder or flux shall be “lead free” as defined in California Health & Safety Code, Paragraph 116875, subd.(a). and subd.(d).

2.02 SHOP DRAWING REQUIREMENTS

- A. CCWD-Approved Materials. Where specific materials are listed below by manufacturer's name and model number, they are District-approved materials by CCWD Resolution No. 2003-11. No shop drawing submittals are required for these CCWD-approved materials.
- B. Approved Equal Materials. Where the term "or approved equal" is used below, the Contractor may propose the use of alternative materials to those named by submitting shop drawings for the proposed alternative materials. Five copies of each shop drawing shall be submitted to the Engineer for review. The shop drawing submittal information shall be as required to demonstrate to the satisfaction of the District Engineer that the material is equal to the District-approved material. No alternative materials shall be incorporated into the work until they have received the CCWD Engineer's favorable review. Where the term "or approved equal" is not utilized below, no alternatives will be considered by the CCWD.
- C. Contractor Verification. Where model, style or types of manufacturer's products are listed below, they are intended to indicate a standard of quality. The Contractor shall verify that the referenced model, style or type is correct for the actual project application prior to ordering the materials. When listed model numbers are no longer available or are incorrect, the District will provide new model numbers for District-approved materials.
- D. NSF Certification. Refer to Paragraph 2.01,D above. Shop drawing submittals shall contain proof of compliance with this requirement.

2.03 DUCTILE IRON PIPE

- A. Pipe. Pipe shall normally be ductile iron pipe with push-on joints conforming to AWWA Standard C151, thickness Class 52. Where flanged joint pipe is required it shall conform to AWWA Standard C115, thickness Class 53.
- B. Pipe Joints:
 - 1. Push-On Pipe Joints. Push-on pipe shall normally be utilized for all buried piping except where otherwise indicated on the project drawings or otherwise required. Push-on joints shall conform to AWWA Standard C111 with restrained type "Field-Lok" gaskets as manufactured by U.S. Pipe and Foundry Co.
 - 2. Flanged Joint Pipe. Flanged joint pipe shall be utilized in buried piping where shown on the Contract Drawings or required. All above grade pipe shall have flanged joints. Flanges shall be in conformance with AWWA C115. Flanges shall be Class 125, B16.1, rated for a service pressure of

EXHIBIT C

250 psi. Bolts and nuts for all flanged joints shall be Type 316 stainless steel.

C. Fittings:

1. Fittings for Push-On Joint Pipe. Fittings shall be ductile iron conforming to AWWA Standard C153. Fittings shall be push-on type ("Tyton" style) or mechanical joint type as directed by the District. Fittings shall be furnished and installed with joint restraint devices as described below:
 - a. Restraint Device for Push-On Fittings: "Field-Lok" gaskets as manufactured by U.S. Pipe and Foundry Co.
 - b. Restraint Device for Mechanical Joint Fittings: Series 1110HD Megalug Retainer Glands as manufactured by EBBA Iron Sales, Inc.
2. Fittings for Flanged Pipe. Fittings shall be ductile iron conforming to AWWA C110. Flanges shall be screw-on type, normally Class 125, B16.1 Type, designed for a service pressure of 250 psi. Bolts and nuts for flanged joints shall be Type 316 stainless steel. Gaskets shall normally be 1/8 inch thick non-asbestos composition type.

D. Exterior Coating. Pipe and fittings shall be furnished with a 1 mil thick asphaltic coating. The finished coating shall be the manufacturer's standard conforming to AWWA requirements.

E. Interior Lining. Pipe and fittings shall be cement lined in conformance with AWWA Standard C104.

F. Polyethylene Encasement. Polyethylene encasement shall be tube type, conforming to AWWA Standard C105. Color may be Class A natural or Class C black.

2.04 COPPER TUBING

A. Tubing:

1. Buried Tubing. Copper tubing for buried service shall be Type K (soft) conforming to ASTM B88.

B. Tubing Joints and Fittings.

1. Buried Tubing. Joints and fittings for buried copper tubing shall be compression type which do not require flaring or soldering. Service fittings shall be Mueller Series 110 compression connections.

2.05 BRASS PIPE

- A. Brass pipe shall be in conformance with ASTM-B43, regular. Joints shall be screwed type.

2.06 GATE VALVES

- A. Gate Valves 3 Inches in Diameter and Larger. Gate valves shall be resilient-wedge type conforming to AWWA C509 and the following additional requirements. Valves shall be rated at 250 psi working pressure. All body and bonnet bolts, studs, and nuts shall be Type 316 stainless steel. Stem seals shall be O-ring type. Valve operators shall be 2 inch square nut type. Valve end connections shall be normally mechanical joint type except where flanged end connections are required. The interior and exterior of the valve body shall be coated with 10 mils minimum of epoxy material which conforms to AWWA Standard C550. The CCWD-approved valves shall be Mueller Co. A-2361-E393 Series or Clow Corp. Model 2639.

2.07 TAPPING SLEEVES AND TAPPING VALVES

- A. Tapping Sleeves. Tapping sleeves shall be JCM Model 6432 all stainless steel tapping sleeve with Type 316 stainless steel body, bolts and nuts.
- B. Tapping Valves. Tapping valves shall be the Mueller tapping gate valve conforming to the specification requirements for Gate Valves in paragraph 2.06 above. The valve outlet end connection shall be a mechanical joint Type.

2.08 FIRE HYDRANT ASSEMBLIES

- A. Fire hydrants shall be Clow Model 960 with one 4-1/2 inch outlet and two 2-1/2 inch outlets. Each hydrant shall be provided with a Clow No. 400A breakoff check valve. The hydrant bury shall have a mechanical joint type end connection.

2.09 SERVICE SADDLES

- A. Service saddles shall be double strap type with bronze bodies and straps rated for a working pressure of 200 psi. Outlet shall be either AWWA taper or IPT as required for the pipe fitting to be connected to the saddle. Service saddles shall be Mueller BR2B Series.

2.10 VALVE BOXES AND RISER PIPE

- A. Valve Boxes. Valve boxes shall be Christy Model G-5 with cast iron lids with the work "Water" cast into the lid.
- B. Riser Pipe. Riser pipe for the valve operator shall be 8 inch diameter PVC sewer pipe conforming to ASTM D-3034, SDR 35.

2.11 SERVICE FITTINGS FOR COPPER TUBING

- A. Service fitting shall be Mueller Series 110 compression connections as listed below:

<u>Description</u>	<u>Mueller Model Number</u>	
	<u>3/4" & 1" Size</u>	<u>1-1/2" & 2" Size</u>
Ball Corporation Valve	B-25028	B-25008
Meter Angle Ball Valve	B-24258	B-24276
Union	H-15403	H-15403
Tee	H-15381	H-15381
Quarter Bend Union	H-15526	H-15526

- B. Angle Check Valves shall be products of Ford as listed below:

<u>Size</u>	<u>Model Number</u>
3/4"	HA31-323
1"	HA31-444
1-1/2"	HFA31-666
2"	HFA31-777

2.12 THRUST RESTRAINT DEVICES

- A. The following thrust restraint devices shall be provided where shown on the project drawings or otherwise permitted by the CCWD:
 1. Mechanical Joint Retainer Glands: Series 1110 HD Megalug Retainer Glands, a product of EBBA Iron Sales, Inc.
 2. Push-On Pipe Bell Restraint System: "Field-Lok" gasket, a product of U.S. Pipe and Foundry Co.

2.13 WATER METERS

- A. General. Water meters shall be Sensus meters with automatic read devices. The Contractor shall purchase the meters through the CCWD to assure total compliance with CCWD requirements.

2.14 METER BOXES

- A. Meter boxes shall be concrete, and shall be products of Christy Concrete Products, Inc. Lids shall have the work “Water” cast into the top. Extension pieces shall be provided as required so that the bottom of the meter box assembly is equal in elevation with the bottom of the meter or other device inside the box or as shown on the District Standard Installation Details or as directed by District field personnel. For water meter service connections, the following boxes and lids shall be provided:

CHRISTY METER BOXES AND LIDS

<u>Water Meter Size</u>	<u>Box No.</u>	<u>Non-Traffic Lid No.</u>
3/4"	B9	B9P
1"	B16	B16P
1-1/2"	B36	B36P

The “P” type lids are fabricated of reinforced concrete with a 1-3/4 inch hole for the automatic meter reading device.

Where traffic-type lids are required, provide lid type as required by the District.

2.15 CONCRETE

- A. Concrete shall contain a minimum 564 pounds of Portland cement per cubic yard. Minimum compressive strength after 28 days shall be 3,500 psi.

2.16 SAND BEDDING AND BACKFILL MATERIAL

Sand for use in bedding and backfilling water pipelines and service tubing shall conform the requirements contained in the current edition of “Standard Specifications” issued by Caltrans (California Department of Transportation), Section 19. Use of beach sand will not be permitted.

2.17 TRENCH BACKFILL MATERIALS AND REPAVING MATERIALS

- A. Public right of Way Areas. Materials within public right of way areas shall conform to the requirements of the agency having jurisdiction over the right of way area (City of Half Moon Bay, County of San Mateo, or Caltrans).

- B. Non-Public Right of Way Areas. Materials shall conform to the requirements contained in the current edition of "Standard Specifications" issued by Caltrans (California Department of Transportation), Section 19.

2.18 WATER

Water shall be potable water unless otherwise permitted by the CCWD, and will be made available to the Contractor by the CCWD from available facilities at or in the vicinity of the work site. Cost of water shall be paid by the Contractor using a portable meter obtained from the District.

2.18 FIRE HYDRANT GUARD POSTS

- A. Fire hydrant guard posts (bollards) shall be 4 inch diameter Schedule 40 galvanized steel pipe, 6 feet long.

2.19 FLANGE ADAPTERS

- A. Flange adapters for connecting plain end ductile iron pipe to a pipe flange shall be Series 2100 Megaflange restrained flange adapters with a Mega-bond coating, a product of EBAA Iron Sales, Inc.

PART 3 - EXECUTION

3.01 EXISTING UNDERGROUND UTILITIES

- A. Prior to beginning work the Contractor shall notify USA to have the location of all underground utilities marked in the field. Prior to beginning machine excavation the Contractor shall verify the exact location of each underground utility by hand excavation (potholing).

3.02 STAKING BY LICENSED LAND SURVEYOR

- A. Prior to beginning work the Contractor or Applicant shall retain the services of a licensed land surveyor to stake the property corners adjacent to which water system facilities will be installed.

3.03 SITE MEETING WITH DISTRICT FIELD PERSONNEL

- A. General. Prior to beginning work the Contractor shall arrange a meeting at the site with District field personnel to review the work requirements. The staking work by the licensed land surveyor shall be completed prior to this meeting.

3.04 TRENCH BEDDING AND BACKFILL

- A. Trench Bedding. All water system facilities including water pipelines and service tubing shall be bedded with a 4 inch thick layer of sand.
- B. Trench Backfill:
 - 1. Pipe Zone Backfill. Backfilling work shall not begin until the District has completed its inspection of the piping work. All pipe and service tubing shall be backfilled with sand to a depth of 12 inches over the pipe. The sand shall be compacted to a minimum relative compaction of 95%.
 - 2. Upper Level Backfill: Conform to the requirements of the City of Half Moon Bay within street right of way area and the Project requirements in non-right of way area. See the Water System Trench Detail on the Improvement Plans.

3.05 PIPING GENERAL REQUIREMENTS

- A. Location:
 - 1. Pipelines. Pipelines shall be installed true to line and grade as shown on the Improvement Plans for the Half Moon Village Senior Housing Project, Phase II. Buried pipelines shall be installed at a continuously sloping grade between points of given elevation without low or high points. If high points cannot be avoided, an air release valve assembly shall be provided. Location of the pipeline may be modified by the Engineer to clear obstructions. Depth of cover over the pipeline to finish grade shall be as shown on the Improvement Plans, but not less than 36 inches.
 - 2. Service Connection Tubing. Tubing shall be installed at a continuously sloping grade upward from the connection point with the water pipeline to the water meter box without low or high points. Tubing shall be installed with a minimum depth of cover of 30 inches unless otherwise permitted by the District.
- B. Handling. Pipe and service tubing shall be handled carefully to prevent damage. Pipe and service tubing shall be plugged at the end of each work day and at other times as required to prevent the entry of water or foreign material.
- C. Trench Conditions. Pipe and service tubing shall have a full, even bearing on the top of the trench bedding material. All piping shall be laid in the dry; the

Contractor shall dewater the trench as required. Piping ends shall be clean when joints are made.

- D. Clearance Distances of Water Pipelines from Other Underground Utilities and Facilities. Water pipelines and service tubing shall be installed with the following minimum clearances from other underground utilities:
1. Electrical Wires or Conduits, Storm Drains, Telephone Conduits, Cable TV Wires or Conduits, Other Utilities, and Other Facilities. Minimum horizontal clearance shall be 3 feet; minimum vertical clearance shall be one foot.
 2. Sanitary Sewers Including House Laterals. Minimum horizontal clearance shall be 10 feet; minimum vertical clearance shall be one foot. Water pipelines shall pass over sanitary sewers where feasible. The Contractor shall provide written documentation to the CCWD for each instance where a sanitary sewer line is passing over a water pipeline.
- E. Thrust Restraints. All piping shall be adequately braced against thrust. Buried pipe shall be provided with concrete thrust blocks in conformance with the CCWD Standard Installation Details. Concrete thrust blocks are required for restrained joint type pipe fittings.
- F. Connections to Existing Water Pipelines. Connections of new water pipelines to existing water pipelines shall be made in a manner which does not require taking the existing water pipeline out of service unless specifically shown on the Improvement Plans. Where required, connections shall be made by the "hot tap" method. It shall be the responsibility of the Contractor to verify by actual field measurement all existing site conditions including the size and type of the existing pipeline prior to ordering the tapping sleeve and tapping valve for the hot-tap connection.
- G. Leakage Test. All piping shall be tested for leakage in conformance with the requirements specified for each type of pipe. The Contractor shall provide all materials and labor required for the leakage test including the pump, pressure gauge, corporation stops, and temporary plugs and thrust blocks. The procedure shall be to (1) fill the pipeline with water to the required test pressure, (2) disconnect the test pump hose and wait for the duration of the test period to elapse, (3) reconnect the test pump and measure the volume of water required to re-establish the test pressure. Following completion of the test the Contractor shall dispose of the leakage test water in conformance with NPDES regulations. It shall be the Contractor's responsibility to block off during the testing all piping appurtenances which may be damaged by the test pressure and to provide suitable thrust restraints. Leakage testing shall be witnessed by the District.
- H. Disinfection and Bacteriological Testing:

EXHIBIT C

1. General. All piping systems conveying potable water shall be disinfected. Disinfection shall be in conformance with AWWA Standard C651 except as otherwise required by this document. The Contractor shall provide all materials and labor required for the disinfection process and shall dispose of the disinfection solution in conformance with NPDES requirements including dechlorination.
2. Procedure:
 - a. Preliminary Preparation. The system shall be flushed with water to remove any dirt introduced into the piping during construction operations. All service outlets and fire hydrants shall be opened and the flushing operations continued until clear water flows from each outlet (Note: flushing shall be deferred until after completion of the disinfection process if tablets have been placed in the pipeline during the construction for disinfection).
 - b. Introduction of Disinfection Agent. The disinfection agent may be any chlorine compound approved by AWWA C651. The disinfection agent shall be injected slowly and continuously into the system until tests indicate a chlorine residual concentration of at least 25 mg/L at each pipeline outlet. All outlets shall then be closed and this condition maintained for 24 hours.
 - c. Preliminary Tests. After 24 hours tests shall be made for residual chlorine at each pipeline outlet. The minimum acceptable concentration shall be 10 mg/L. If the concentration is less than 10 mg/L, the disinfection procedure shall be repeated. If the concentration at each outlet is over 10 mg/L, the system shall be flushed out until a test at each outlet indicates a chlorine residual of less than 1.0 mg/L.
 - d. Bacteriological Analyses. The CCWD will obtain samples from the piping being disinfected and have bacteriological analyses performed by a State certified laboratory. The number of samples taken shall conform to AWWA C651 (unless otherwise permitted by the District) and State Department of Health Services requirements. Costs of bacteriological analyses shall be paid by the Contractor.
 - e. Final Approval. The requirement for final approval is that each water sample analyzed shall be in conformance with State disinfection requirements. If all bacteriological analyses are not in conformance with these requirements the disinfection procedure shall be repeated.
 - f. Disinfection by Spraying or Swabbing. Water piping installations which cannot be disinfected using the procedure described above shall be disinfected by spraying or swabbing the pipeline interior with a minimum 1% chlorine solution immediately prior to installation.

3.06 DUCTILE IRON PIPE INSTALLATION

- A. General. Pipe installation shall be in conformance with Sections 1 through 3 of AWWA Standard C600 except as otherwise required by this Specification section. Pipe installation shall also be in conformance with the recommendations of the manufacturers of the pipe and fittings.
- B. Handling. Pipe shall be handled using pipe slings. Use of a forklift will not be permitted. Pipe ends shall be kept clean and shall be plugged at the end of each day's work or when pipe is not being laid to prevent the entry of water or foreign material.
- C. Restrained Joints and Concrete Thrust Blocks. All pipe joints shall be restrained using the materials described in Part 2 of this Specification section and also with a concrete thrust block.
- D. Pipe Taps. Pipe taps will be permitted in accordance with the following schedule:

Pipe Tap Schedule

<u>Pipe Diameter</u>	<u>Maximum Tap Size</u>	
	<u>Without Saddle</u>	<u>With Saddle</u>
4"	3/4"	2-1/2"
6"	1-1/4"	2-1/2"
8"	1-1/2"	2-1/2"
10" and larger	2"	2-1/2"

If the piping connection of larger pipes than permitted for taps is required, standard tee fitting shall be utilized.

- E. Maximum Pipe Joint Deflection. Special care shall be taken so as not to exceed the manufacturer's recommendations for joint deflection. For bends exceeding the applicable deflection, fittings shall be installed.
- F. Polyethylene Encasement. All buried ductile iron piping including pipe, fittings, valves and piping appurtenances shall be polyethylene encased. Installation shall be in conformance with either Methods A or B of AWWA Standard C105. The polyethylene encasement shall prevent contact between the piping and the surrounding backfill and bedding material but is not intended to be a completely airtight or watertight enclosure. Overlaps shall be secured by the use of adhesive tape furnished with the polyethylene encasement.
- G. Leakage Test. All ductile iron piping shall be tested for leakage for a duration of 2 hours at a test pressure of 250 psi. Allowable leakage for below grade piping shall not exceed the following:

<u>Pipe Diameter</u>	<u>Allowable Leakage per 1000 Linear Feet of Pipe During the 2 Hour Test Period</u>
4"	0.47 gallons
6"	0.71 gallons
8"	0.95 gallons
10"	1.19 gallons

- H. Temporary End Cap for Leakage and Disinfection. The Contractor shall provide a temporary end cap for leakage testing and disinfection adjacent to each location where a new pipeline will be connected to an existing water pipeline. The connection between the new pipeline and the existing pipeline shall not be constructed until leakage testing and disinfection has been satisfactorily completed.

3.07 COPPER SERVICE TUBING INSTALLATION

- A. Installation. Installation of copper tubing including jointing shall be in conformance with the recommendations of the manufacturers of the tubing and fittings.
- B. Leakage Test. Copper tubing shall be hydrostatically tested for leakage at 250 psi for a 2 hour duration test period. No leakage will be permitted.

3.08 BRASS PIPE AND FITTINGS INSTALLATION

- A. Installation. Installation of brass pipe and fittings including jointing shall be in conformance with the recommendations of the manufacturers of the pipe and fittings.
- B. Leakage Test. Brass pipe and fittings shall be hydrostatically tested for leakage at 250 psi for a 2 hour duration test period. No leakage will be permitted.

3.09 INSTALLATION OF VALVES AND OTHER PIPING ACCESSORIES

- A. Installation of valves and other piping accessories shall be in conformance with the recommendations of the manufacturer of the product and in conformance with the District Standard Installation Details. A valve box shall be provided for each below grate valve. The Contractor shall demonstrate to the satisfaction of the District the proper performance of each piping accessory prior to project acceptance.
- B. Air Relief Valve Assemblies. An air relief valve assembly shall be installed at each pipeline high point where in the opinion of the CCWD entrapment of air could occur. The known locations where air relief valves are required are shown on the Contract Drawings. During construction, if additional pipeline high points are created which in the opinion of the CCWD could result in air entrapment, an air relief valve shall be installed at each of these additional locations.

- C. Tapping Sleeve and Valve Installation. Installation of tapping sleeves and tapping valves shall be performed only by CCWD-approved contractors. The only contractor currently approved by the CCWD for performing hot tap work is DC Tapping Service.
- D. Fire Hydrant Guard Posts. The number of guard posts (bollards) to be installed and their location will be determined in the field by the District. Each post shall be installed 3 feet into the ground using concrete encasement, and following installation the post shall be filled with concrete.

3.10 SERVICE CONNECTION INSTALLATION

- A. Piping for Water Meter Installation. The piping for the water meter installation shall be constructed at a sufficient depth below grade to allow sufficient space for installation of the water meter and its automatic metering reading head. The required distance will vary depending on the size of water meter. The distance from the top of the automatic metering reading head to the bottom of the water meter box lid shall be 6 inches.
- B. Meter Box Location. Meter boxes shall not be located within driveways or within 10 feet of a sewer lateral. The Contractor shall be responsible for obtaining a site development drawing from the project Applicant to facilitate conformance with this requirement.
- C. Irrigation Service Connections. Irrigation service connections where shown On the project drawings shall consist of both an irrigation water meter Service connection and a backflow prevention device.

3.11 AS-BUILT DRAWINGS

- A. Prior to project acceptance, the Contractor shall provide the District with a set of the project drawings marked for As-Built conditions. The as-built markings shall include the following (1) all changes made to the project drawings during construction, (2) field measurements locating the actual location of the pipeline horizontally from property corners and other surface facilities, (3) horizontal distance of each valve from a minimum of 2 permanent surface facilities such as utility poles, curb and gutter, etc., (4) depth of cover for the pipeline at all locations, as constructed, and (5) the locations of all underground facilities encountered during construction including horizontal location and depth of cover. In addition, documentation shall be provided describing each location where a sanitary sewer pipeline passes over a water pipeline.

3.12 CCWD STANDARD INSTALLATION DETAILS AND SPECIAL INSTALLATION DETAILS

- A. General. Installation of piping and appurtenances shall be in conformance with CCWD Standard Installation Details and special installation details prepared by the CCWD for the project. If there are conflicts between the CCWD Standard Installation Details and the project Improvement Plans, conflict resolution shall be performed by the CCWD District Engineer.

3.13 ABANDONMENT OF EXISTING WATER PIPELINES

- A. General. Existing water pipelines to be abandoned shall be cut and capped at each open end where the existing pipeline has been cut. This work shall be performed in conformance with the details shown on the project drawings or if not shown the work shall be performed in conformance with CCWD requirements.

END OF DOCUMENT

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: October 14, 2014

Report

Date: October 9, 2014

Subject: Contract with Balance Hydrologics for Denniston/San Vicente Stream Gaging, Groundwater Monitoring, and Data Analysis

Recommendation:

Authorize staff to contract with Balance Hydrologics, Inc. for Water Year 2015 stream gaging, groundwater monitoring, data analysis, and modeling for the Denniston Creek and San Vicente Creek watersheds for an estimated time-and-materials cost of \$65,000.

Background:

Quantifying the amount of water available for diversion from Denniston and San Vicente Creeks is vitally important to the District's efforts to secure its water rights on those streams. Balance Hydrologics (Balance) has provided stream gaging, monitoring, and analysis services to the District starting with Water Year 2011 (WY11 - October 1, 2010 to September 30, 2011). Balance's proposal dated October 9, 2014 (Attachment A) covers WY15 continuation of gaging and analysis services for stations on Denniston and San Vicente Creeks, and groundwater monitoring. This year's scope adds dry season gaging at 3 stations on San Vicente Creek and an additional low flow station on San Vicente Creek at Etheldore. We believe the additional dry season San Vicente data will be valuable in helping us respond to concerns raised during the Environmental Impact Report process. The total estimated time-and-materials cost of this work is \$65,000.

Fiscal Impact:

Cost of \$65,000 over FY15 and FY16, from funds included in the Capital Improvement Program for Denniston/San Vicente.



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Berkeley • Santa Cruz • Truckee

October 9, 2014

David Dickson, General Manager
Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019-1995

RE: Proposal to gage Denniston Creek, San Vicente Creek, and monitoring inactive wells, Water Year 2015

Dear Mr. Dickson:

You have asked us for a recommended scope to continue surface monitoring in Denniston and San Vicente Creeks, and groundwater in the adjoining alluvial aquifers. This proposal encompasses continuation of the WY2011 through WY2014 into WY2015 of baseline stream gaging. Results will extend the traditional three-year assessment period to evaluate (a) streamflow adequacy, and (b) meet regulatory needs – both for the CCWD ongoing EIR) process and for eventually perfecting your water rights -- and (c) in this case, basic streamflow characterization, such that CCWD can plan a program of diversions most compatible with the uniquely ‘spongy’ Montara-type hydrology of these streams, as described in our previous reports. We believe that extending the monitoring period will facilitate CCWD’s environmental and permitting process and will be beneficial for assessing diversion strategies that meet your expectations for yield and for site-appropriate watershed protection.

WY2015 began on October 1, 2014. We have left our recording instruments in place ahead of discussing the continued monitoring so we may provide a continuous data record should CCWD choose to extend the stream monitoring program into WY2015. We propose to continue the present program of streamflow gaging on both streams, with the addition of a seasonal low flow gage adjacent to Etheldore St. in Moss Beach; the point of compliance implied in the CCWD’s water right application. We will also concurrently monitor water levels (and salinities) in four wells, such that interaction of streamflow and groundwater may be described.

It is our understanding that you are interested in assessing the relative age of the groundwater in the Airport Aquifer to assist with better understanding the relative sources of the water in the Airport Aquifer. We have included our suggested approach here for informational purposes; because this is not part of our ongoing monitoring, we have assembled a separate scope for authorization. We suggest that the CCWD retain Balance to collect water samples to have age-dated using Tritium-Helium isotope dating, prior to the beginning of the wet-season. We suggest collecting samples at Monitoring Well 7 and in the deep piezometer at Pillar Point Marsh. These samples may buttress the two hypotheses suggested in our recent memorandum discussing old and new data affecting the hydrology of the Airport Aquifer, a) that the Airport Aquifer is largely recharged by direct rainfall, and b) that Pillar Point Marsh is feed by upwelling of older, deeper water from the Airport Aquifer and the Seal Cove fault.

Please note that our fee schedule for WY2015 has increased slight from the rates used for the past 4 years.

To address the objectives of this work, we have scoped work in bundles as summarized in the following task list:

Mr. David Dickson
10/9/2014
Page 2

1. *Watershed visit with CCWD and Balance Staff*
2. *Wet-season gaging of two stations on Denniston Creek utilizing equipment currently installed*
3. *Wet-season gaging of three stations on San Vicente Creek utilizing equipment currently installed*
4. *Dry-season gaging of three stations on Denniston Creek, synoptic readings*
5. *Dry-season gaging of three stations on San Vicente Creek, adding a low-flow gaging station adjacent to the Etheldore Street bridge*
6. *Quarterly groundwater monitoring*
7. *Draft and final water year 2015 reporting*
8. *Project administration*

The next several paragraphs elaborate on this proposed approach. Many readers may want to skip them, as they are only slightly modified and updated from the scope which we outlined for you in 2013.

Work Scope

Task 1. Site visit with CCWD and Balance staff

It is our understanding that you would like to conduct a site visit with Balance staff to inspect the points of diversion and gaging sites. Balance is happy to accommodate your request to better understand the gaging program and diversion locations. We have budgeted time for Eric Donaldson and Barry Hecht to join you in the field for a half day tour, and to answer questions related to the ongoing gaging program

Task 2. Wet-season gaging of two stations on Denniston Creek utilizing equipment currently installed

The measurements must conform with the requirements of the Division of Water Rights, as put forth below. For Denniston Creek we will monitor flow near the existing upstream-most station. The equipment currently installed at the upstream-most station on Denniston Creek consists of a Solinst F15 Levelogger within a stilling well in in the channel upstream of the culvert under the access road to the new water treatment facility.

The equipment installed on Denniston Creek below Capistrano Avenue is suitable for winter high-flow monitoring. Presently the preliminary station data is made available via our real-time system on the Balance Hydrologics website. This feature provides real-time information to both the CCWD staff and Balance staff as well. In addition to the uses to which you put the data, having this information available remotely will improve the success of winter monitoring and save budget. We suggest continuing funding of the real-time aspect of this station. We believe that we now have effectively resolved the transmission issues at this station. We have installed additional solar panel, realigned the panels and have continued to clear branches away from the panel array¹. Measuring flow at this location provides information that will help us understand the interaction between surface and groundwater in the Denniston Creek watershed. For reasons that we will explain to you, we believe that it will prove useful to make several measurements of flows in the upstream portions of the watershed on some of the days when we are gaging at points near the Water Treatment Plant and at Capistrano Road.

This task provides time for us to make 4 or 5 site visits during winter. These visits allow us to calibrate the stations by performing a flow (discharge) measurement and a staff plate (gage height) reading.

¹ Note that the station continues to record flow, specific conductance and water temperature even when power for transmission is insufficient, hence there is no loss of gaging information.
215057_Scope_CCWDWY15 14 10-9.doc

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10/9/2014
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During winter storms when flows are elevated we will make supplemental field visits to make measurements of flow and other observations (i.e. identify high-water marks, qualitative observations of water quality, etc.) These visits are required to complete the stage-to-discharge rating curve through the highest flows observed. In the office, we will calculate the flow, enter the information into the station log, plot the data on a stage-to-discharge rating curve, add the downloaded data to station spreadsheet, and reduce the data to daily mean flow values.

Part of this task will be refining our formal flow-rating curves for both stations on Denniston Creek.

Deliverable: Raw data used to develop a record of daily mean flow and temperature for each of the stations.

Task 3. Wet-season gaging of three stations on San Vicente Creek utilizing equipment currently installed

We suggest that CCWD gage flows *during the winter* at three locations on San Vicente Creek – above the diversion (SVAD), below the diversion at the bridge (SVBD), and at California Avenue, near the mouth and the point at which the stream flows into Fitzgerald Marine Reserve. We will utilize the existing equipment array.

This task provides time for us to make 4 site visits, October through April, to calibrate the stations by performing a flow (discharge) measurement and a staff plate (gage height) reading. During monthly visits we will also download data from the levellogger and make channel observations and any maintenance needed. During winter storms when flows are elevated we will make supplemental field visits to make measurements of flow and other observations (i.e. identify high water marks, qualitative observations of water quality, etc.). These visits are required to complete the stage-to-discharge rating curve and to extend it upward into the higher range of flows where most of water available for diversion may be found. In the office, we will calculate the flow, enter field information into the station log, plot the data on a stage-to-discharge rating curve, add the downloaded data to station spreadsheet, and reduce the data to 15-minute increments and daily mean flow values.

Deliverable: Raw data used to develop a record of daily mean flow and temperature for each of the stations.

Task 4. Dry-season gaging of three stations on Denniston Creek, additional synoptic flow measurements

This task provides time for us to make three site visits – June, August and early October 2015 – to calibrate the station by performing a flow (discharge) measurement and a staff plate (gage height) reading. We will also download data from the levellogger and make channel observations and any perform maintenance, as needed. In the office, we will calculate the flow, enter the information into the station log, plot the data on a stage-to-discharge rating curve, add the downloaded data to station spreadsheet, and reduce the data to daily mean flow values.

We suspect there may be sufficient underflow at the DCAD station to warrant a low-flow synoptic measurement. The DCAD gaging site is located just upstream of Denniston Reservoir, and we suspect that the slug of sediment upstream of the reservoir may be quite permeable such that we need to estimate

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underflow at this gage to support the technical analysis for your water rights. We propose to take up to two additional measurements upstream of DCAD adjacent to the upper Brussels Sprouts fields, to assess the potential under-flow that we suspect may occur at the DCAD station.

We have added 2 hours per dry-season site visit to take additional synoptic flow measurements along Denniston Creek to help assess the interactions between streamflow and the shallow aquifer. We expect to take additional measurements upstream of DCAD near the canyon Brussels sprouts fields, and downstream of Denniston Reservoir.

Deliverable: Raw data used to develop a record of daily mean flow and temperature for each of the stations.

Task 5. Dry-season gaging of three stations on San Vicente Creek, additional low-flow station at Etheldore St.

This task provides time for us to make three site visits –June, August and early October 2015 – to calibrate the station by performing a flow (discharge) measurement and a staff plate (gage height) reading. We will also download data from the levellogger and make channel observations and perform any maintenance, as needed. In the office, we will calculate the flow, enter the information into the station log, plot the data on a stage-to-discharge rating curve, add the downloaded data to station spreadsheet, and reduce the data to daily mean flow values.

We propose a new stream- monitoring gage to be installed along San Vicente Creek downstream of the Etheldore Street bridge crossing. In order to accurately characterize low flows efficiently without the costly process of building a stage-discharge rating curve, we propose using a calibrated weir. More specifically, we propose installing a removable v-notch weir across the channel to funnel flows through the weir along with a Solinst F15 levellogger installed in a stilling well on the upstream side of the weir to monitor water levels. This task provides time for Balance staff to make 4 visits to install the weir and equipment, calibrate the staff plate (gage height), download data from the levelloggers, and make channel observations. In the office, we will calculate the flow, enter field information into the station log, plot the data on a stage-to-discharge rating curve, add the downloaded data to station spreadsheet, and reduce the data to 15-minute increments and daily mean flow values.

Deliverable: Raw data used to develop a record of daily mean flow and temperature for each of the stations.

Assumptions: Our initial site reconnaissance suggests installation of a weir is feasible. If maintenance of an in-stream weir prove too onerous, converting of the low-flow station to a year-round station and development of a stage-discharge rating curve may be required. In addition, installation of a weir will require a streambed alteration permit and appropriate permits from the property owners (most likely the San Mateo County).

Task 6. Groundwater monitoring

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Page 5

Each of the three monitoring wells (Inactive wells 4, 7, and 9) is currently equipped with a levellogger that logs water level and temperature every hour. In addition, we suggest that you continue to monitor the three piezometer nest (three co-located piezometers screened at staggered depths) located along the north flank of West Avenue at Pillar Point Marsh. The three piezometers have been instrumented for a number of years and the data constitute the lower boundary condition for the shallow aquifer recharged by San Vicente and Denniston Creeks. The San Mateo RCD paid for monitoring these wells, as part of its Pillar Point Harbor pathogen study, which ended in 2013. We have added 8 hours to this budget to cover the cost of downloading, workup, and presentation of the data. This task provides time for us to measure depth-to-water and specific conductance in the three monitoring wells and three Pillar Point Marsh piezometers and download data during three site visits in October 2014, April 2015, and September 2015. In the office, we will enter the information into the station log, add the downloaded data to the station spreadsheet, calibrate and plot the hourly data.

Deliverable: Raw data that may be used to develop a record of daily mean water level and temperature for each of three CCWD monitoring wells and Pillar Point March piezometers, plus monitoring forms.

Task 7. Draft and final water year 2015 reporting

We will summarize and explain the basic hydrologic findings in a water year 2015 report. The written report will include a summary form for each station tabulating the daily mean data and identifying station descriptors and plots of the data and rating curves, and water surface time series data for the monitoring wells. This is a data report. In-depth interpretation will be reserved, and authorized separately should it become necessary for further EIR or regulatory efforts. We will submit the draft report to you, and prepare a final report responding to your comments, and perhaps those of others on your project team.

Deliverable: Draft report in Microsoft Word. Final report pdf, editable copy of the draft in Word, and one bound hard copy.

Task 8. Project administration

This task simply provides time to help schedule and administer project in a way that best helps you and us regularly track schedule and budget.

Anticipated Costs

Our estimates of staff assignments and level of effort for each task are shown in Table 1. The estimated total costs to complete this work are shown at the bottom of Table 2; they include instrumentation rental and costs, not allocated to individual tasks, such as mileage. As is customary for field related jobs, this total also includes a 10% contingency allowance *which will only be used after consultation with you*. The contingency allows for a smoother absorption of additional costs of things beyond our control which inhibit the efficient completion of our work. Examples of situations that might require use of the contingency allowance are repair and/or replacement of a stream gaging station damaged by high flows, earthquakes or other “Acts of God”, changes requested by your staff or a landowner, a very wet year requiring additional visits, or shifts in regulatory requirements and lost samples due to lab or shipping company errors. Total equipment rental costs are included as a line item in Table 2. A breakdown of

Mr. David Dickson
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rental costs associated with this project is available upon request. We have also assumed continued ready access to the gages and wells.

We have tasked our work to assist you understanding the basis of most costs and the timing of the work. After reviewing the costs, please let me know if they are in line with your expectations. Although we have made out best effort to provide an accurate estimate to you, our work is done on a time-and-expense basis, so costs could be somewhat higher or lower than these estimates.

Anticipated Schedule

We will begin drawing from this budget once it has been approved to cover our preparations already under taken for the beginning of the 2015 water year. We will conclude monitoring until the October or November 2015 rains have raised dry-weather flows. We will provide a completed draft report to the District by January 15, 2016 or within 90 days of ending the gaging in October or November 2015. If needed earlier for regulatory purposes, we will make adjustments as needed for reporting.

Proposed Project Staff

Barry Hecht will continue as the Principal in charge and act as senior reviewer. Eric Donaldson will serve as project manager. Field hydrologists Eric Donaldson, Krysia Skorko, Dan Freitas (Berkeley office), and Jason Parke (Santa Cruz office) have been servicing the stream gaging stations and wells and working with the data; they will continue to do so. GIS services will be provided by Eric Forno of our Berkeley office. Other staff will be called upon during winter storm flow monitoring. The monitoring budget has been spread among billing categories to account for a range of the staff we expect to be available.

Mr. David Dickson
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Registration

Work will be conducted under active State of California registration, as required under the State's Business and Professional Code. The Division of Water Rights has recently tightened its enforcement of registration for hydrological reports. Closing

Thanks for asking that prepare this proposal. We appreciate the opportunity to continue the streamflow gaging through the next water year on these two creeks and look forward to supporting you through the ongoing and future work related to the EIR process.

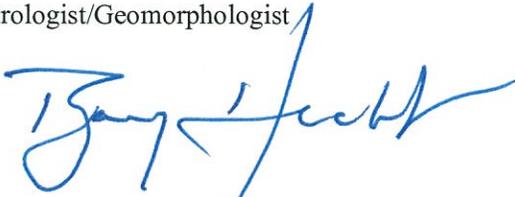
Please let us know if you have questions or suggestions, or if your needs and schedule differ from our assumptions, above.

Sincerely,

BALANCE HYDROLOGICS, INC.

A handwritten signature in blue ink, appearing to read "Eric Donaldson", with a long horizontal stroke extending to the right.

Eric Donaldson, M.S.
Hydrologist/Geomorphologist

A handwritten signature in blue ink, appearing to read "Barry Hecht", with a long horizontal stroke extending to the right.

Barry Hecht, CEG, CHG
Senior Principal

Encl. Tables 1 and 2 for WY2015

Table 1. Anticipated Staff Hours by Task
215057 Coastside County Water District Hydrologic Monitoring, WY2015

Task Number and Description	Sr. Principal	Principal	Sr. Specialist	Senior Professional	Project Professional	Sr. Staff Professional	Staff Professional	Assistant Professional	Junior Professional	GIS Sr Analyst	GIS/CADD Specialist	Sr. Proj Admin	Sr. Report Specialist	Tech Typist	Hydrologic Tech	Labor Costs For Task
	Hourly Rate	\$210	\$175	\$155	\$155	\$140	\$130	\$115	\$105	\$85	\$110	\$95	\$80	\$80	\$68	
Task 1. Site visit with CCWD and Balance staff	5			5												\$1,825
Task 3. Wet-season gaging of two stations on Denniston Creek utilizing equipment currently installed	8			8	2	50		30								\$12,850
Task 4. Wet-season gaging of three stations on San Vicente Creek utilizing equipment currently installed	8			8		54		36								\$13,720
Task 5. Dry-season gaging of two stations on Denniston Creek	2			2	2	20		10								\$4,660
Task 6. Dry-season gaging of three stations on San Vicente Creek, additional gage at Etheldore	4			2		34		30								\$8,720
Task 7. Quarterly groundwater monitoring	2					14		3		1						\$2,665
Task 8. Draft and final water year 2014 reporting	6			4		20		6		3			10	2		\$6,376
Task 9. Project administration	2					6						12				\$2,160
Subtotal Hours	37			29	4	198		115		4		12	10	2		
Total Hours	411															

Notes:

TOTAL LABOR \$52,976.00**Expenses from Table 2** \$6,518.00**Contingency from Table 2** \$5,949.40**GRAND TOTAL** \$65,443.40

Table 2. Estimated Costs
215057 Coastside County Water District Hydrologic Monitoring, WY2015

Professional Fees	Rate	Hours	Allocation
Sr. Principal	\$210	37	\$7,770.00
Principal	\$175	0	\$0.00
Senior Specialist	\$155	0	\$0.00
Senior Professional	\$155	29	\$4,495.00
Project Professional	\$140	4	\$560.00
Senior Staff Professional	\$130	198	\$25,740.00
Staff Professional	\$115	0	\$0.00
Assistant Professional	\$105	115	\$12,075.00
Junior Professional	\$85	0	\$0.00
GIS Senior Analyst	\$110	4	\$440.00
GIS/CADD Specialist	\$95	0	\$0.00
Senior Project Administrator	\$80	12	\$960.00
Senior Report Specialist	\$80	10	\$800.00
Technical Typist	\$68	2	\$136.00
Hydrologic Technician	\$70	0	\$0.00
Labor Subtotal (Table 1)			\$52,976.00
Expenses			
Direct Expense Estimates			
Mileage	1200	miles @	\$0.60
Equipment Costs (rental schedule available upon request)			\$720.00
		@	\$5,448.00
Reimbursable Costs			
Other Travel, Subsistence		trips @	\$50.00
Express Mail, Deliveries			\$0.00
Maps and Aerial Photos			\$0.00
Outside Copying, Blueprint			\$0.00
Outside Consultants			\$0.00
Analytical Laboratory Fees			\$0.00
Materials and Supplies			\$300.00
Permits, Licenses or Agency Inspection fee		<i>client responsibility</i>	\$0.00
Printing			\$0.00
Other			\$0.00
Expenses Subtotal			\$6,518.00
ESTIMATED TOTAL			\$59,494.00
Contingency			\$5,949.40
TOTAL w/ CONTINGENCY			\$65,443.40
<i>Notes</i>			

Project-related expenses will be bill at cost plus 7.5%; including work by outside consultants and analytical or testing laboratories.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: October 14, 2014

Report

Date: October 9, 2014

Subject: Approval of Job Description and Salary Range for Assistant General Manager Position

Recommendation:

Approve the attached Assistant General Manager position description and authorize filling the position at a starting annual base salary of \$140,000 to \$150,000.

Background:

At the May 13, 2013 meeting the Board approved the addition of an Assistant General Manager position. In keeping with District practice, we present the attached position description for the Board's review and approval, along with an updated organization chart.

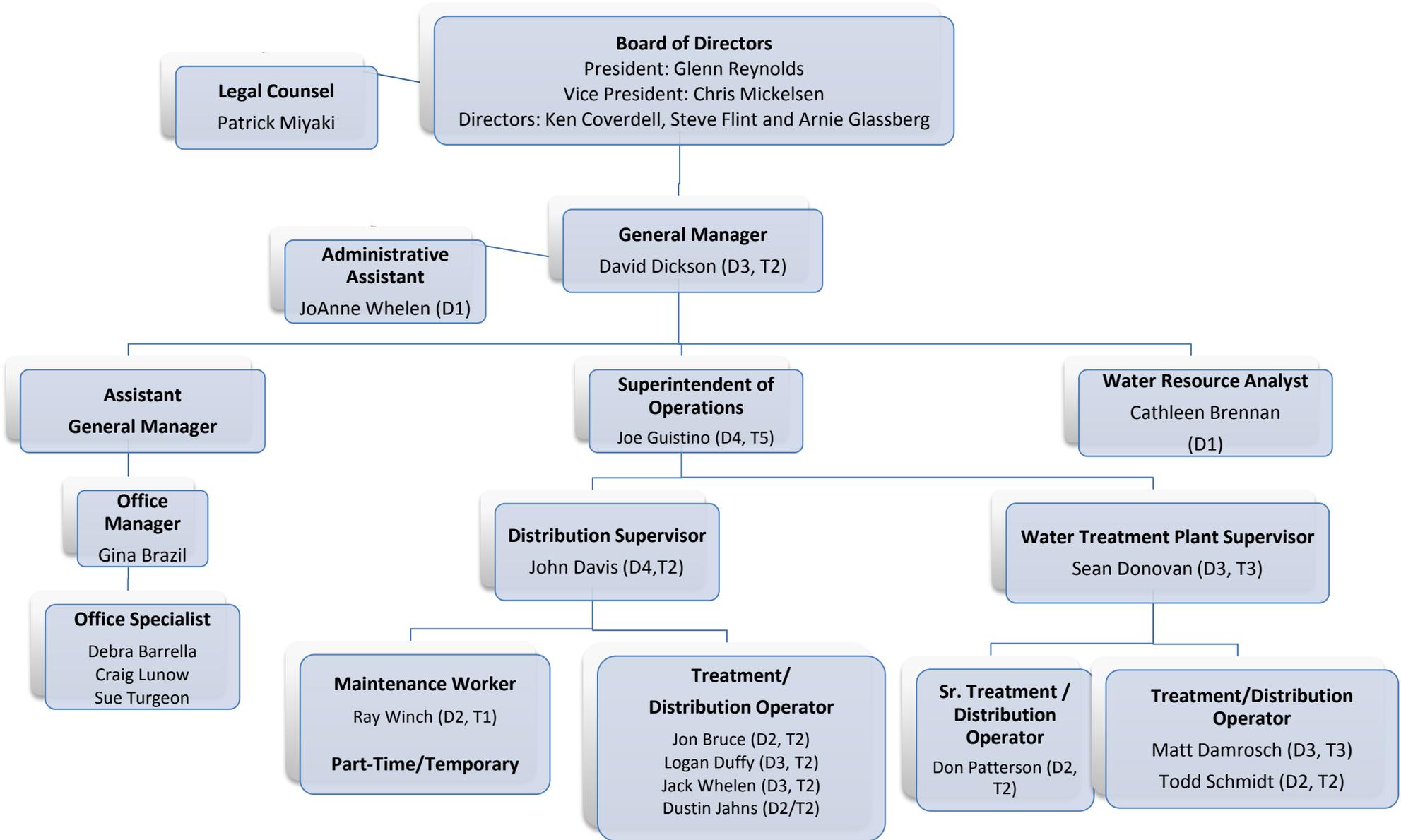
With the Board's approval of the position description, we will retain a search firm to assist us in identifying qualified candidates. The recruiting and hiring process should take three to four months.

Fiscal Impact:

Total annual position cost of approximately \$225,000. This position is included in the Fiscal Year 2014-2015 budget.



**COASTSIDE COUNTY WATER DISTRICT
ORGANIZATION CHART
REVISED: October 2014**



**COASTSIDE COUNTY WATER DISTRICT
CLASS SPECIFICATION
ASSISTANT GENERAL MANAGER**

CLASS TITLE: ASSISTANT GENERAL MANAGER

DEFINITION

Under minimal direction, the Assistant General Manager plans, organizes, coordinates and directs all District financial and administrative functions, including accounting, budgeting, financial planning, billing, customer service, human resources, and information technology. The Assistant General Manager serves as the principal financial officer of the District.

DISTINGUISHING CHARACTERISTICS

This position reports to the General Manager. Scope of work is highly complex in nature with management responsibility over office and administrative units of the water District. Incumbent works from general directives or broadly defined missions of the organization as a whole. Erroneous decisions or recommendations could result in failure to achieve critical goals and objectives and may seriously affect the ability of the organization to meet its overall long-term objectives. Directly supervises the work of the Office Manager.

EXAMPLES OF DUTIES

Duties may include, but are not necessarily limited to:

- Plans, directs and coordinates the District's financial and administrative functions;
- Manages the selection, training, and supervision of office and administrative staff;
- Provides leadership in the development of short and long-term strategic financial objectives;
- Ensures that effective internal controls are in place and ensures compliance with applicable federal, state and local regulatory laws and rules for financial reporting.
- Ensures the credibility of the District's financial reporting by providing timely and accurate analysis of budgets, financial trends, and forecasts;
- Oversees the District's annual third-party audit;
- Forecasts cash flow and manages and invests District funds in accordance with District policy;
- Directs and coordinates preparation of the annual budget and Capital Improvement Program;
- Prepares the annual District Financing Plan in order to recommend rate increases necessary to fund operating expenses and capital projects;
- Performs rate structure analyses and recommends changes to ensure rate equity and compliance with applicable laws and regulations;
- Provides timely and accurate financial reporting, including analysis of expense vs. budget variances;
- Develops and administers the District's asset tracking and management program;

**COASTSIDE COUNTY WATER DISTRICT
CLASS SPECIFICATION
ASSISTANT GENERAL MANAGER**

- Ensures that District recordkeeping and records retention policies comply with legal requirements and District policy;
- Negotiates and administers purchasing, lease, and financial agreements and contracts on behalf of the District;
- Recommends short and long term financial strategies;
- Attends Board and committee meetings and provides input and expertise relative to finance;
- Directs the preparation, collection and receipt of water billings and charges;
- Oversees implementation and support of the District's financial and utility billing software;
- Oversees the District's customer service functions;
- Manages the District's administrative information technology infrastructure, ensuring data integrity and maintaining continuously the District's ability to recover all information technology functions quickly and effectively after equipment failure or a disaster;
- Administers human resource functions of the District, including payroll and benefits, to ensure compliance with laws and regulations and with terms of the collective bargaining agreement with represented employees;
- Evaluates and recommends changes to District personnel policies and procedures;
- Acts in the role of the General Manager in the General Manager's absence;
- Performs other duties as directed by the General Manager.

MINIMUM QUALIFICATIONS

Any combination of education and experience that would provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Training and Experience:

Example combinations include equivalent to graduation from a four year college or university with major course work in accounting, finance, business or a closely related field and at least ten years of progressively responsible professional level experience in financial analysis, fund accounting, budgeting, treasury and investment management, auditing, and information management systems, with at least seven of those years in a senior supervisory capacity. A Master's Degree in finance and/or a Certified Public Accountant designation is desirable.

Knowledge of:

- The principles and practices of public works administration and organization including personnel and fiscal management.
- Budget development, analysis, and financial strategies

**COASTSIDE COUNTY WATER DISTRICT
CLASS SPECIFICATION
ASSISTANT GENERAL MANAGER**

- Laws regulating the financial administration of local government
- Long-range planning
- Financial information systems
- Information technology and utility billing software

Ability to:

- Communicate clearly and concisely, both orally and in writing
- Select, train, mentor, supervise, evaluate and discipline employees
- Respond to emergency and problem situations in an effective manner
- Understand, explain and apply policies and procedures
- Analyze unusual situations and resolve them through application of management principles/ practices
- Effectively negotiate contracts and agreements
- Deal constructively with conflict and develop effective resolutions
- Plan, organize, schedule, and coordinate activities and set priorities under changing conditions
- Establish and maintain effective, pleasant and cooperative working relationships with Board members, employees, officials and the general public
- Supervise, motivate, inspect and evaluate the work of employees and outside contractors

Skill In:

- Thinking through complex issues and recommending sound alternatives and solutions
- Principles and practices of business management
- Verbal and written communication
- Multitasking

Licenses/Certificates: Possession of a valid Class C California State operator's license with a driving record acceptable to the District.

PHYSICAL REQUIREMENTS

Incumbent must be able to function in an office and field environment in work of a sedentary to moderately active nature, and perform the following, with or without reasonable accommodation:

- Utilize vision, hearing and speech
- Utilize manual and finger dexterity
- Walk on smooth and/or uneven surfaces
- Climb, ladders or steep surfaces
- Stand upright and/or forward flexing

**COASTSIDE COUNTY WATER DISTRICT
CLASS SPECIFICATION
ASSISTANT GENERAL MANAGER**

- Twist, turn, bend and reach
- Lift and/or carry 35pounds maximum
- Work in areas subject to exposure to wet, damp surfaces; dusts, mists, fumes and high levels of noise; a variety of weather conditions; extremes of heat or cold
- Wear personal protective equipment

This job specification should not be construed to imply that these requirements are the exclusive standards of the position. Not all duties are necessarily performed by each incumbent.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: October 14, 2014

Report Date: October 2, 2014

Subject: Conflict-of-Interest Code

Recommendation:

Adopt attached Resolution 2014-07 - Adopting an Amended Conflict-of-Interest Code.

Background:

Under the Political Reform Act, the District is required to review its Conflict-of-Interest Code biennially to determine if it is accurate or, alternatively, if it must be amended. District's Legal Counsel reviewed the applicable laws and regulations and determined that there have been no changes to the law that require revising the District's Conflict-of-Interest Code. However, since the last biennial review, the District modified its organizational structure to add a new Assistant General Manager position. According to the FPPC: "Positions that advise or make recommendations to the decision-maker by conducting research or investigation, preparing or presenting a report, analysis or opinion that requires the exercise of judgment on the part of the employee" must be listed on an agency's Conflict-of-Interest code as designated positions. The Assistant General Manager advises and makes recommendations to decision-makers, and therefore, the Conflict-of-Interest Code must be revised to include the Assistant General Manager as a designated position.

The District's Conflict-of-Interest Code was last amended by Resolution 2012-08 in September of 2012. Upon adoption of the attached Resolution 2014-07 by the Board, staff will submit the District's amended Conflict-of-Interest Code to the San Mateo County Clerk, as required.

Fiscal Impact:

None

RESOLUTION NO. - 2014-07
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE COASTSIDE COUNTY WATER DISTRICT
ADOPTING AN AMENDED CONFLICT OF INTEREST CODE

WHEREAS, California Government Code Section 87306.5 requires that the District review its Conflict of Interest Code and revise it if necessary; and

WHEREAS, the Attorney and General Manager have reviewed the current Conflict of Interest Code and have determined that the Code should be updated to include the new Assistant General Manager position; and

WHEREAS, the Attorney and General Manager recommend adopting the amended Conflict-of-Interest Code.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Coastside County Water District, that the amended Conflict-of-Interest Code is hereby adopted, in the form attached hereto and presented to the Board of Directors; and

BE IT FURTHER RESOLVED that the General Manager is directed to transmit the amended Conflict-of-Interest Code to the County of San Mateo for its review and approval.

PASSED AND ADOPTED this __th day of _____, 2014, by the following vote:

AYES:

NOES:

ABSENT:

Glenn Reynolds, President
Board of Directors

ATTEST:

David R. Dickson, General Manager
Secretary of the District

**CONFLICT-OF-INTEREST CODE
COASTSIDE COUNTY WATER DISTRICT**

Amended on the __th day of _____, 20142
by Resolution No. _____

**CONFLICT-OF-INTEREST CODE
COASTSIDE COUNTY WATER DISTRICT**

The Political Reform Act, Government Code Sections 81000 et seq., requires state and local government agencies to adopt and promulgate Conflict-of-Interest Codes. The California Fair Political Practices Commission has adopted a regulation which contains the terms of a standard Conflict-of-Interest Code. This regulation is codified at Title 2 California Code of Regulations Section 18730. This regulation may be incorporated by reference by local agencies. After public notice and hearing, the regulation may be amended by the Fair Political Practices Commission to conform to future amendments to the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference. This regulation and the attached Appendix, designating positions and establishing disclosure categories, shall constitute the conflict-of-interest code of the Coastside County Water District (District or CCWD).

Individuals holding designated positions shall file Statements of Economic Interest with the Secretary of the District, which shall make and retain a copy and forward the originals to the County Assessor-Clerk-Recorder, which shall be the filing officer.

APPENDIX

DESIGNATED EMPLOYEES AND DISCLOSURE_CATEGORIES
FOR THE COASTSIDE COUNTY WATER DISTRICT
CONFLICT-OF-INTEREST CODE

<u>Designated Positions*</u>	<u>Disclosure Category</u>
<u>Assistant General Manager</u>	<u>1, 2</u>
Superintendent	1, 2
District Engineer	1, 2
Attorney	1, 2
Water Resource Analyst	1, 2
Consultants/New Positions**	1, 2

* The following positions are not covered by the Conflict-Of-Interest Code because they must file a Statement of Economic Interest pursuant to Government Code Section 87200 and, therefore, are listed for information purposes only:

Members, Board of Directors

General Manager

An individual holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe their position has been categorized incorrectly. The Fair Political Practices Commission makes the determination whether a position is covered by Section 87200.

** Consultants and new positions shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The General Manager may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant’s or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. Such determination is a public record and shall be

retained for public inspection in the same manner and location as this Conflict-of-Interest Code.

APPENDIX B:
DISCLOSURE CATEGORIES

Category 1.

Designated positions assigned to this category shall report:

All interests in real property located in whole or in part within the CCWD service area or within two miles of the CCWD service area. ▸

Category 2.

Designated positions assigned to this category shall report:

All investments, business positions and income, including gifts, loans and travel payments, from sources that provide leased facilities, goods, equipment, vehicles, machinery or services, including training or consulting services, of the type utilized by the CCWD.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: October 14, 2014

Report

Date: October 9, 2014

Subject: Quarterly Financial Review

Recommendation:

Information only.

Background:

The attached Period Budget Analysis summarizes year-to-date revenue and expenses for the first quarter of Fiscal Year 2014-2015. Overall financial results are significantly worse than plan due to drought-related demand reduction:

- Water revenue is \$245,000 (9%) below budget due to lower water use.
- After reducing FY15 cash expenses by a total of \$419,000 for materials and services received in FY14, the total operating expenses shown for the quarter underestimate actual expenses by approximately \$400,000.
- Accounting for the FY14 adjustment, year-to-date operating expenses are on budget, leaving net income about \$225,000 worse than plan.

Assuming the drought continues to impact revenue, the District will need to make mid-course adjustments to its FY2014-2015 financial plan in order to ensure that the District maintains adequate reserves. Staff will discuss alternatives for such adjustments with the Board at the November 2014 meeting.

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
30-Sept-14

ACCOUNT	DESCRIPTION	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
OPERATING REVENUE					
1-0-4120-00	Water Revenue -All Areas	2,426,905	2,671,509	(244,603)	-9.2%
TOTAL OPERATING REVENUE		2,426,905	2,671,509	(244,603)	-9.2%
NON-OPERATING REVENUE					
1-0-4170-00	Water Taken From Hydrants	10,917	6,250	4,667	74.7%
1-0-4180-00	Late Notice -10% Penalty	27,649	17,500	10,149	58.0%
1-0-4230-00	Service Connections	3,082	2,000	1,082	54.1%
1-0-4920-00	Interest Earned	550	636	(86)	-13.5%
1-0-4930-00	Tax Apportionments/Cnty Checks	15,175	15,000	175	1.2%
1-0-4950-00	Miscellaneous Income	12,691	9,250	3,441	37.2%
1-0-4955-00	Cell Site Lease Income	34,290	33,720	570	1.7%
1-0-4965-00	ERAF REFUND -County Taxes	0	0	0	0.0%
1-0-4990-00	Water Sales Refunded	0	0	0	0.0%
TOTAL NON-OPERATING REVENUE		104,355	84,356	19,999	23.7%
TOTAL REVENUES		2,531,260	2,755,865	(224,605)	-8.2%
OPERATING EXPENSES					
1-1-5130-00	Water Purchased	562,906	813,785	250,879	30.8%
1-1-5230-00	Pump Exp, Nunes T P	7,304	7,175	(129)	-1.8%
1-1-5231-00	Pump Exp, CSP Pump Station	143,711	86,177	(57,534)	-66.8%
1-1-5232-00	Pump Exp, Trans. & Dist.	2,965	3,931	966	24.6%
1-1-5233-00	Pump Exp, Pilarcitos Can.	668	525	(143)	-27.2%
1-1-5234-00	Pump Exp. Denniston Proj.	5,847	8,160	2,313	28.3%
1-1-5235-00	Denniston T.P. Operations	15,080	1,910	(13,170)	-689.5%
1-1-5236-00	Denniston T.P. Maintenance	6,715	17,625	10,910	61.9%
1-1-5240-00	Nunes T P Operations	13,560	13,554	(6)	0.0%
1-1-5241-00	Nunes T P Maintenance	14,807	8,626	(6,181)	-71.7%
1-1-5242-00	CSP Pump Station Operations	1,816	2,100	284	13.5%
1-1-5243-00	CSP Pump Station Maintenance	2,352	9,900	7,548	76.2%
1-1-5250-00	Laboratory Services	6,920	9,999	3,079	30.8%
1-1-5318-00	Studies/Surveys/Consulting	1,403	60,000	58,598	97.7%
1-1-5321-00	Water Conservation	7,222	9,750	2,528	25.9%
1-1-5322-00	Community Outreach	6,612	10,425	3,813	36.6%
1-1-5325-00	Water Shortage Program	11,174	0	(11,174)	0.0%
1-1-5411-00	Salaries & Wages -Field	275,536	283,518	7,982	2.8%
1-1-5412-00	Maintenance -General	40,993	52,875	11,882	22.5%
1-1-5414-00	Motor Vehicle Expense	10,680	12,663	1,983	15.7%
1-1-5415-00	Maintenance -Well Fields	0	5,000	5,000	0.0%
1-1-5610-00	Salaries/Wages-Administration	173,914	217,878	43,964	20.2%
1-1-5620-00	Office Supplies & Expense	32,418	39,456	7,038	17.8%
1-1-5621-00	Computer Services	11,133	22,950	11,817	51.5%
1-1-5625-00	Meetings / Training / Seminars	5,106	5,750	644	11.2%
1-1-5630-00	Insurance	17,653	28,750	11,097	38.6%
1-1-5635-00	EE/Ret. Medical Insurance	102,428	120,574	18,146	15.0%
1-1-5640-00	Employees Retirement Plan	136,943	141,047	4,104	2.9%
1-1-5645-00	SIP 401K Plan	0	0	0	0.0%
1-1-5681-00	Legal	12,785	15,000	2,216	14.8%
1-1-5682-00	Engineering	1,200	3,500	2,300	65.7%
1-1-5683-00	Financial Services	0	5,000	5,000	100.0%
1-1-5684-00	Payroll Tax Expense	32,080	36,240	4,159	11.5%

ACCOUNT	DESCRIPTION	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5687-00	Membership, Dues, Subscript.	7,466	15,769	8,303	52.7%
1-1-5688-00	Election Expenses	0	0	0	0.0%
1-1-5689-00	Labor Relations	0	1,500	1,500	100.0%
1-1-5700-00	San Mateo County Fees	1,220	4,425	3,205	72.4%
1-1-5705-00	State Fees	5,575	4,000	(1,575)	-39.4%
TOTAL OPERATING EXPENSES		1,678,191	2,079,537	401,345	19.3%
CAPITAL ACCOUNTS					
1-1-5711-00	Debt Srvc/Existing Bonds 1998A	0	0	0	0.0%
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	349,992	349,992	0	0.0%
1-1-5715-00	Debt Srvc/CIEDB 11-099 (I-BANK)	257,971	257,971	(0)	0.0%
TOTAL CAPITAL ACCOUNTS		607,963	607,963	(0)	0.0%
TOTAL EXPENSES		2,286,155	2,687,500	401,345	14.9%
NET INCOME		245,105	68,365	176,740	

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: October 14, 2014

Report

Date: October 9, 2014

Subject: Recycled Water Principles of Agreement

Recommendation:

Discuss and provide input on the attached Principles of Agreement for Recycled Water.

Background:

Director Coverdell will report on the October 6, 2014 meeting of the Recycled Water Committee and development of the attached Principles of Agreement for Recycled Water Project (V5).

District Staff will transmit the Board's comments to the Sewer Authority Mid-Coastside (SAM). At the SAM board meeting of 10/27/2014 SAM staff will present comments received from CCWD and SAM member agencies, and Principles Version #5 will be considered for adoption by the full SAM board.

Once the full SAM board has approved the Recycled Water Principles, final copies will be sent to all the agencies asking them to also have their respective boards also approve the Principles.

Fiscal Impact:

None.

Principles of Agreement for Recycled Water Project

Between SAM, CCWD and MWSD

BASIS FOR AGREEMENT

The Sewer Authority Mid-Coastside (SAM) is responsible for the treatment and disposal of wastewater collected from within its service area. Within the SAM service area, two agencies, the Coastside County Water District (CCWD) and the Montara Water and Sanitary District (MWSD) are retail water suppliers for their respective service areas.

The parties (SAM – CCWD – MWSD) intend that for Phase 1 (Project) a recycled water treatment facility shall be constructed at the SAM treatment plant in order to treat the wastewater generated to a water quality level sufficient for its use as recycled water for distribution and sale by CCWD. Phase 1 is intended to provide recycled water to the Ocean Colony Partners (OCP) golf course only.

Phase 1 has been proposed consisting of two components:

- (A) A Recycled water treatment facility located at the SAM plant, the capacity of which shall be designed, at a minimum, to serve CCWD's service area south of the treatment plant site, specifically for providing recycled water to OCP's golf courses
- (B) Recycled water transmission and distribution systems for CCWD's service area, specifically for transmitting recycled water to OCP's golf courses

The parties intend to proceed with the design and construction of Phase 1 with funds secured by the parties to self-fund Phase 1. If grants or low interest financing provided by the federal or state governments is available, these funds will be pursued. The parties further intend that SAM shall be reimbursed for its expenditures for Phase 1 including any expenses not reimbursed by such financing.

It is anticipated by the parties that after Phase 1 is completed, additional recycled water projects will be studied for potential benefits and funding. The recycled water plant will be designed to handle additional recycled water projects after Phase 1.

These Principles of Agreement shall serve as the basis for an agreement or agreements among SAM as the producer of recycled water and CCWD and MWSD as distributors of recycled water.

TERMS AND CONDITIONS

The purpose of the Agreement is to set out the basic terms and conditions pursuant to which SAM, CCWD and MWSD will agree to finance, design, construct and operate the Phase 1 Project, including the following:

1. **Jurisdiction:** SAM will be the producer of the recycled water. CCWD and MWSD will be the distributors of recycled water to all recycled water customers within their respective service areas.
2. **Point(s) of Delivery:** The Point or Points of Delivery of recycled water from SAM to CCWD and MWSD, respectively, shall be defined as that point or points in the recycled water treatment facility immediately downstream of the last treatment unit and from which delivery of recycled water is made to CCWD and MWSD.
3. **Design and Construction:** SAM will be responsible for the design and construction of the recycled water treatment facilities for Phase 1 with input from CCWD and MWSD (and future Phases). The facilities will be designed to satisfy the water quality specified by CCWD and MWSD and the combined production requirements of CCWD and MWSD; provided, that in no event shall said requirements exceed the maximum flow rate of SAM's treatment facilities; provided, further, that SAM shall have the final authority with regard to determining selection of treatment technology. CCWD and MWSD shall have the right to specify the quality level of the recycled water product for their respective customers and production requirements (subject to the aforesaid flow rate limitation), which approval shall not unreasonably be withheld.

CCWD and MWSD shall be responsible for the design and construction of all facilities for the transmission and distribution of recycled water within their respective service areas.

4. **CEQA:** The parties will be responsible for complying with the California Environmental Quality Act (CEQA) for the components of the Phase 1 Project which each proposes to construct, it being understood that the parties shall cooperate with each other and coordinate their efforts for CEQA compliance.
5. **Permits:** As much as practicable and for the sake of expediency, the parties will jointly apply for permits from the San Francisco Bay Regional Water Quality Control Board and the California Department of Public Health, for coastal development permit(s) and such other permits as may be applicable. If not practicable or expedient, then the parties will apply separately for such permits pertaining to their respective components of the Phase 1 Project.
6. **Financing:** The financing for Phase 1 is agreed to be self-funded by the parties. Ideally SAM will secure the needed funding for Phase 1. If SAM is unable to fully fund Phase 1 and CCWD is able to fund and provide all or part, of the financing for Phase 1, the monies provided by CCWD will be repaid by SAM to CCWD over time. The specific details of any repayment will be specified at the time funding is finalized.

The parties also intend to apply for grant or low interest financing provided by the federal or state governments (Collectively, "Grant Funding") for the design and construction of Phase 1. The parties shall jointly apply for such financing to the extent allowable under Grant Funding programs; provided, that if such financing is based on ownership of the individual components, i.e., SAM's recycling treatment facilities, CCWD's transmission and distribution facilities and

MWSD's transmission and distribution facilities, then the parties shall apply for Grant Funding corresponding to ownership, but in any event, the parties shall cooperate with and assist each other in obtaining Grant Funding.

7. **Facilities ' Ownership:** SAM will own, operate and maintain the recycled water treatment facilities to the point(s) of delivery to CCWD and MWSD. CCWD and MWSD will own, operate and maintain their respective recycled water transmission and distribution facilities downstream of the point of delivery.
8. **Operation and Maintenance:** SAM will operate and maintain the recycled water treatment facilities to the point(s) of delivery. CCWD and MWSD will operate and maintain their respective recycled water transmission and distribution facilities downstream of the point of delivery.
9. **Records:** Without limitation upon record-keeping requirements, SAM shall keep and maintain accurate records of recycled water production and the volume of recycled water provided to CCWD and MWSD, respectively. The records or the data contained therein shall be provided periodically to CCWD and MWSD and upon demand as CCWD and MWSD may require.
10. **Access to Treatment Facilities:** MWSD and CCWD shall have reasonable access to the recycled water treatment facilities during construction and from and after SAM's acceptance thereof to ascertain SAM's compliance with the terms and conditions of the agreement entered into in pursuance of these Principles of Agreement.
11. **Dispute Resolution:** Disputes regarding the interpretation of, or performance under, the agreement entered into in pursuance of these Principles of Agreement shall be resolved initially by meeting and conferring between or among the parties to the dispute and if not resolved thereby, by submittal to mediation.
12. **Successors:** The agreement entered into in pursuance of these Principles of Agreement shall be binding upon and inure to the benefit of the successors and assigns of the parties thereto.
13. **Reimbursement:** SAM shall be reimbursed by CCWD and MWSD for all costs incurred by SAM for the Phase 1 Project, not reimbursed by Grant Funding or otherwise reimbursed. Such costs shall be allocated between CCWD and MWSD in proportion to the maximum flow of recycled water allocated to them in the Project.
14. **Effect:** These Principles of Agreement shall be effective upon the last of the dates of execution hereinafter set forth and shall be incorporated in an agreement or agreements between and among the parties for the implementation of the Project.

Signature Page

IN WITNESS WHEREOF, the parties (below) have executed these Principles of Agreement upon the dates hereinafter listed below and agree to the intent and principles of these guidelines:

SAM

General Manager: _____ Date: _____

Board President: _____ Date: _____

CCWD

General Manager: _____ Date: _____

Board President: _____ Date: _____

MWSD

General Manager: _____ Date: _____

Board President: _____ Date: _____

City of HALF MOON BAY

City Manager: _____ Date: _____

Mayor: _____ Date: _____

GRANADA SANITARY DISTRICT

General Manager: _____ Date: _____

Board President: _____ Date: _____

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: October 14, 2014

Report Date: September 23, 2014

Subject: Rescheduling of November 11, 2014 Coastside County Water District Regular Board of Directors Meeting in Recognition of the Veterans Day Holiday

Recommendation:

Discussion and Board action to reschedule the regular November 11, 2014 CCWD Board of Directors meeting, which falls on the Veterans Day holiday. Staff is proposing that the meeting be rescheduled for Wednesday, November 12th or another date within close proximity that will work with all Directors' schedules. Once the date for this regular November Board of Directors meeting has been rescheduled, staff will follow the same time lines and procedures that are followed for all regular Board meetings.

Background:

The Coastside County Water District Board of Directors meetings have been established by Resolution (#2006-21), setting the regular monthly meeting date of the second Tuesday of every month. This year the regular November Board meeting falls on the Veterans Day holiday, so staff is suggesting that this meeting be rescheduled to give the Board an opportunity to conduct business for the District for the month of November.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: September 9, 2014

Report

Date: September 5, 2014

Subject: General Manager's Report

Recommendation:

None. Information only.

Background:

For this month's report, I would like to highlight the following:

- 1. SFPUC Water Supply Update:** BAWSCA provided us with the water supply update Assistant General Manager Steve Ritchie presented to the Commission on September 23. He indicated that wholesale and retail customers are now meeting the 10% cumulative savings target set in January 2014 and that "using the Don Pedro water bank, managing our storage, and reducing demand has left us well prepared for the future." His "What About Next Year" slide, attached, was interesting in that it indicates we could weather another year as dry as Water Year 2007 (very similar to WY2014) without going to mandatory rationing.
- 2. Administration Building Remodeling Project:** As you can see from tonight's surroundings, the remodeling project is progressing, with demolition complete and electrical work initiated. We expect substantial completion by mid-December.

What About Next Year?

- If it is at or above median precipitation:
 - We'll be on the road to recovery of system storage.
- If it is similar to 2007:
 - It will be a drier than normal year, but the results will keep us at a 10% demand reduction.
- If it is similar to 1977:
 - We will need to plan for a 20% demand reduction and begin consideration of alternative water supply options.

MONTHLY REPORT

To: David Dickson, General Manager
From: Joe Guistino, Superintendent of Operations
Agenda: October 14, 2014

Report
Date: October 8, 2014

Monthly Highlights

Miramontes Point Road Main Failures

A series of main breaks on Miramontes Point Road is an indication of premature pipeline failure for approximately 2,000 feet of pipe installed in the late 90's.

Crystal Springs Pump Station (CSPS) issues

A series of communication failures after ATT modified their lease lines has been problematic for the last month.

Source of Supply

Crystal Springs and Denniston Reservoir and Wells were the sources of supply in September. Denniston Reservoir contributed 0.6 million gallons (MG) and the Denniston Wells contributed 0.05 MG to overall production (1 and 0.08% respectively).

System Improvements

Denniston Wash Water Return Line (WWR)

The crew modified the return water system at Denniston to enable direct transfer of wash water return water from WWR tank #2 to the plant influent and bypassing the wash water return pond. This allows better flexibility for wash water management in the event that the pond is compromised.

Large Meter Replacement Program

Crews installed new 2" meters for two large customers. The ongoing large meter replacement program allows us to capture water usage that could be missed due to loss of meter accuracy over time. The new turbine-type meters also measure low flows accurately.

El Granada Tank 2

The pump house and piping were painted to match the tank. The site is shaping up nicely. In October, the slope will be planted with ground cover and a retaining wall will be installed on the south side of the property. Paso Robles tank has been called back to repair what appears to be a slight leak around the drain valve flange.

Site Signage

New identification and No Trespassing signage were installed at Miramar, Alves and Miramontes Tanks.

Other Activities Update:

Miramontes Point Road Main Failures

There were 3 major main failures on the 10 inch water main running up Miramontes Point Road between Alves and Miramontes Tanks. Two of the three repairs had to be done two to four times because the main failed adjacent to the area that was being repaired. On Monday, 8 September, the crews worked for 12 hours on this pipe. This main failed twice last year at this time. We had hired a corrosion contractor to determine the cause of these failures and they reported that the pipe was laid in very corrosive soils. The pipes were wrapped to protect them from external corrosion but the wrapping had failed at some point, allowing highly corrosive moisture into the interstitial space between the wrapping and the pipe. Paving the extensive areas of main and road failure will be over \$10,000. A local contractor estimated that the pipe would cost about \$350,000 to replace.

Other Main Failures

In addition to the Miramontes Point Road failures, we had a valve bonnet fail due to corrosion of the carbon steel bolts in the Roosevelt Street area of Miramar and a failure of the main on Purissima and Miramar Drive due to a crack in the cast iron pipe. The latter repair had to be done at night due to required closure of Miramar Drive.

Crystal Springs Pump Station (CSPS) issues

The start of the month found a station failure due to problems with the fire suppression system. We had met with the manufacturer of the system and were able to resolve the issue shortly thereafter.

We have had communication failures on the leased phone lines between CSPS and the main SCADA center at the main office in the latter half of the month of September that persists to this day. The problems started with a failure of the phone lines after a rain event mid-month. Calcon has been working with ATT to resolve the issue, but we have not achieved reliable communications. We are now in the process of installing backup communication systems using cellular and satellite data transmission.

District Office

The demolition phase of the remodel started on the last week of September.

Regulatory Agency Interaction

California State Water Resources Control Board (SWRCB)

No interaction with the SWRCB in September.

Safety/Training/Inspections/Meetings

Meetings Attended

5 Sept – Met with SM County Planning on CDX acquisition for Avenue Cabrillo Phase 3a pipeline.
20 Sept – Met with Jafco Construction on work to be done at El Granada Tank 2
23 Sept – Met with Ed Cropley at the Ritz about their fire protection storage tank
24 Sept – Met with Trident Corrosion Engineers about Miramontes Point Road survey
12, 26 and 3 Oct – EOC training with SM County
30 Sept – Met with Jimmy Cozolino on work to be done at El Granada Tank 2
30 Sept – Met with Paso Robles Tank on drain valve leak repair at El Granada Tank 2

Tailgate safety sessions in September

3 Sept – Be Prepared for an Emergency
8 Sept – Working Safely in a Confined Space: Trenches, Manholes, and Vaults
23 Sept – Forklift Safety
29 Sept – Handy Tips for Hand Safety

CINTAS Safety Committee and Training

There was no safety committee meeting in September.

The monthly safety training was on Bloodborne Pathogens Training, Fire Safety and Fire Extinguisher Training. Davis, Damrosch, Jack Whelen, Armando, Dustin, and Schmidt were in attendance.

Training

Treatment Supervisor Sean Donovan, Maintenance Supervisor John Davis and myself attended 3 of 4 sessions on Coastside Emergency Operations Center Training given by the San Mateo County Office of Emergency Services. Training sessions were:

- 15 August – Management & Planning
- 12 September – Operations, Logistics & Finance
- 19 September – Red Cross-Roles & Responsibilities When Disaster Strikes
- 26 September – EOC/EOP Exercise

Treatment Supervisor Sean Donovan attended a water quality workshop given by SFPUC for the BAWSCA agencies on 10 September.

Projects

Nunes Utility Water System Replacement Project

The temporary system was put in place and worked well. The old system was removed and the new skid mounted system put in place and continues to be assembled. The new system will be operational in October.

Avenue Cabrillo Project Phase 3A

SM County Planning granted the new phase of the project Coastal Development Exemption (CDX) status, allowing us to proceed without having to go through the Coastal Development Permit (CDP) process. Underground Service Alert (USA)

notice was given, utilities marked, neighbors notified and the project started in September.

Miramar Drive Pipeline Project

SM County Planning rejected our CDX status application for this project and it is presently going through the CDP process.

STAFF REPORT

To: Board of Directors
From: Cathleen Brennan, Water Resources Analyst
Agenda: October 14, 2014
Report Date: October 8, 2014
Subject: Water Resources

This informational report includes: Water Year Update and New Landscape Legislation

Water Year Update

September 30, 2014 marked the end of Water Year 2014, which was one of the driest water years on record in California. Locally, it was exceptionally dry. Half Moon Bay precipitation records indicate that we were at 36 percent of historic average for a total of 9 inches of precipitation. October 1, 2014 is the start of Water Year 2015.

From March through September of 2014, District customers have reduced their total consumption by 11.5 percent, compared with the same time period in 2013, which is more than the 10 percent the District is requesting. Production over this same time period was down 8.4 percent.

New landscaping Legislation

Gov. Brown has signed new legislation regarding common interest developments, also known as home owners associations (HOAs). The new legislation is effective immediately.

- 1) Assembly Bill 2104
 - a. Prohibits HOAs from prohibiting the use of low water-using plants as a group or as a replacement of existing turf.
 - b. Prohibits HOAs from restricting compliance with a water efficient landscape ordinance.
 - c. Prohibits HOAs from imposing fines or assessments against members from reducing or eliminating irrigation of vegetation or lawns during a declaration of a local or state drought emergency.
- 2) Senate Bill 992
 - a. Associations using recycled water for irrigation are exempt.
 - b. Prohibits HOAs from requiring pressure washing during a local or state drought emergency.

Gov. Brown also signed new legislation (Assembly Bill 2434) that would be effective from January 1, 2014 through December 31, 2018 to exempt turf removal rebates from being counted as taxable income.

Coastside Precipitation Totals - Water Year

