

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

SPECIAL MEETING OF THE BOARD OF DIRECTORS

Tuesday, January 12, 2016 - 6:00 p.m.

AGENDA

1) ROLL CALL

2) PUBLIC COMMENT

Members of the public may address the Board of Directors on the items on the agenda for this special meeting. The Chair requests that each person addressing the Board complete and submit a speaker slip, and limit their comments to three (3) minutes.

3) CLOSED SESSION

A. Public Employee Performance Evaluation
(Cal. Govt. Code §54957): Title: General Manager

4) RECONVENE TO OPEN SESSION - Public report of closed session action

5) ADJOURNMENT

Accessible Public Meetings - Upon request, the Coastside County Water District will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, telephone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least two (2) days before the meeting. Requests should be sent to: Coastside County Water District, Attn: Alternative Agenda Request, 766 Main Street, Half Moon Bay, CA 94019.

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, January 12, 2016 - 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 December 31, 2015:
Claims: \$780,917.94; Payroll: \$135,608.34 for a total of \$916,526.28
([attachment](#))
 - *December 2015 Monthly Financial Claims reviewed & approved by Director Mickelsen*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Monthly Water Transfer Report ([attachment](#))
- D. Approval of Minutes of December 8, 2015 Regular Board of Directors Meeting
([attachment](#))
- E. Approval of Minutes of December 17, 2015 Special Board of Directors Meeting
([attachment](#))
- F. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- G. Total CCWD Production Report ([attachment](#))
- H. CCWD Monthly Sales by Category Report - December 2015 ([attachment](#))
- I. Monthly Emergency Main and Service Repairs Report ([attachment](#))
- J. Rainfall Reports ([attachment](#))
- K. SFPUC Hydrological Report for November 2015 ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. El Granada Pipeline Replacement Final Phase Project Award of Contract to EKI for Engineering Services During Construction and Construction Management ([attachment](#))
- B. El Granada Pipeline Replacement Final Phase Project Award of Construction Contract to Stoloski & Gonzales, Inc. ([attachment](#))
- C. El Granada Pipeline Final Phase Project Agreement Between Coastside County Water District and Tom and June Minaidis for Acquisition of Permanent and Temporary Construction Easements and Joint Escrow Instructions ([attachment](#))
- D. Quarterly Financial Review ([attachment](#))
- E. Coastside County Water District Board Committees ([attachment](#))

7) MONTHLY INFORMATIONAL REPORTS

- 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: 1/5/2016 12:00 PM



Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
22179	CHE01	CHEVRON/TEXACO UNIVERSAL CAR	12/04/2015	0.00	1,570.21
22180	COM02	COMCAST	12/04/2015	0.00	98.47
22181	HAS01	HASSETT HARDWARE	12/04/2015	0.00	1,693.07
22182	KAI01	KAISER FOUNDATION HEALTH PLAN	12/04/2015	0.00	19,439.00
22183	MAS01	MASS MUTUAL FINANCIAL GROUP	12/04/2015	0.00	2,195.65
22184	NAP01	JOSEPH I. NAPOLIELLO	12/04/2015	0.00	800.00
22185	PAC01	PACIFIC GAS & ELECTRIC CO.	12/04/2015	0.00	46.03
22186	PUB01	PUB. EMP. RETIRE SYSTEM	12/04/2015	0.00	11,998.95
22187	PUB02	CalPERS FISCAL SERVICES DIVISION	12/04/2015	0.00	23,148.00
22188	REP02	REPUBLIC SERVICES	12/04/2015	0.00	364.57
22189	SAN07	SM CTY ENVIRONMENTAL HEALTH	12/04/2015	0.00	1,395.00
22190	VAL01	VALIC	12/04/2015	0.00	3,140.00
22191	VER02	VERIZON WIRELESS	12/04/2015	0.00	594.72
22192	UB*01388	KEITH & CARIN MC VICKER	12/09/2015	0.00	364.57
22193	ASS01	HEALTH BENEFITS ACWA-JPIA/CB&T	12/17/2015	0.00	27,329.19
22194	ATT02	AT&T	12/17/2015	0.00	2,455.91
22195	MAS01	MASS MUTUAL FINANCIAL GROUP	12/17/2015	0.00	2,195.65
22196	PAC01	PACIFIC GAS & ELECTRIC CO.	12/17/2015	0.00	37,850.69
22197	TEA02	TEAMSTERS LOCAL UNION #856	12/17/2015	0.00	973.00
22198	TEL02	US TELEPACIFIC CORPORATION	12/17/2015	0.00	1,802.42
22199	VAL01	VALIC	12/17/2015	0.00	3,140.00
22200	ADP01	ADP, INC.	12/28/2015	0.00	876.80
22201	ADV02	FRANK YAMELLO	12/28/2015	0.00	235.00
22202	ALI01	ALIFANO TECHNOLOGIES LLC	12/28/2015	0.00	623.55
22203	AME09	AMERICAN WATER WORKS ASSOC.	12/28/2015	0.00	716.00
22204	AND01	ANDREINI BROS. INC.	12/28/2015	0.00	217,737.07
22205	ATT03	AT&T LONG DISTANCE	12/28/2015	0.00	38.06
22206	AZT01	AZTEC GARDENS, INC.	12/28/2015	0.00	190.00
22207	BAL04	BALANCE HYDROLOGICS, INC	12/28/2015	0.00	79.85
22208	BAR01	BARTKIEWICZ, KRONICK & SHANAH	12/28/2015	0.00	569.50
22209	BAY05	BAY AREA WATER SUPPLY &	12/28/2015	0.00	1,090.00
22210	BAY10	BAY ALARM COMPANY	12/28/2015	0.00	669.78
22211	BIG01	BIG CREEK LUMBER	12/28/2015	0.00	182.45
22212	BOR01	BORGES & MAHONEY, INC.	12/28/2015	0.00	386.93
22213	CAL08	CALCON SYSTEMS, INC.	12/28/2015	0.00	16,414.28
22214	CAR02	CAROLYN STANFIELD	12/28/2015	0.00	600.00
22215	CAR08	REGISTER TAPES UNLIMITED, INC.	12/28/2015	0.00	450.00
22216	CHE04	CHEMTRADE CHEMICALS US LLC	12/28/2015	0.00	2,537.92
22217	COA19	COASTSIDE COUNTY WATER DIST.	12/28/2015	0.00	72.51
22218	COU05	RECORDER'S OFFICE	12/28/2015	0.00	48.00
22219	CUR01	CURLEY & RED'S INC. BODY SHOP	12/28/2015	0.00	90.00
22220	DAT01	DATAPROSE, LLC	12/28/2015	0.00	2,502.78
22221	DIC01	DAVID DICKSON	12/28/2015	0.00	1,017.42
22222	EKI01	EKI INC.	12/28/2015	0.00	17,348.30
22223	ELE01	ELECSYS INTERNATIONAL CORP	12/28/2015	0.00	250.00
22224	GEM01	GEMPLER'S, INC.	12/28/2015	0.00	1,501.67
22225	GOL04	GOLDEN STATE FLOW MEASUREMEN	12/28/2015	0.00	2,581.78

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
22226	GRA03	GRAINGER, INC.	12/28/2015	0.00	765.18
22227	HAC01	HACH CO., INC.	12/28/2015	0.00	619.81
22228	HAL01	HMB BLDG. & GARDEN INC.	12/28/2015	0.00	27.38
22229	HAL04	HALF MOON BAY REVIEW	12/28/2015	0.00	2,194.00
22230	HEA01	U.S. HEALTHWORKS MEDICAL GROU	12/28/2015	0.00	99.00
22231	HER04	HERTZ EQUIPMENT RENTAL	12/28/2015	0.00	1,331.40
22232	IOO01	I.O.O.F.	12/28/2015	0.00	125.00
22233	IRO01	IRON MOUNTAIN	12/28/2015	0.00	576.04
22234	IRV01	IRVINE CONSULTING SERVICES, INC.	12/28/2015	0.00	2,388.16
22235	KEN03	KENNEDY/JENKS CONSULTANTS	12/28/2015	0.00	65,464.13
22236	KOF02	KOFFLER ELECTRICAL MECHANICAI	12/28/2015	0.00	2,640.00
22237	LIN01	CHARLOTTE LINGO	12/28/2015	0.00	1,528.00
22238	LOM01	GLENNA LOMBARDI	12/28/2015	0.00	106.00
22239	MAR09	MARQUEST SCIENTIFIC	12/28/2015	0.00	248.17
22240	MET06	METLIFE GROUP BENEFITS	12/28/2015	0.00	1,732.23
22241	MIS01	MISSION UNIFORM SERVICES INC.	12/28/2015	0.00	193.20
22242	MON01	DARIN BOVILLE	12/28/2015	0.00	300.00
22243	MON07	MONTEREY COUNTY LAB	12/28/2015	0.00	846.00
22244	NAT02	NATIONAL METER & AUTOMATION	12/28/2015	0.00	6,088.05
22245	NOR08	NORTHSTAR CHEMICAL	12/28/2015	0.00	3,075.90
22246	NTU01	NTU TECHNOLOGIES, INC	12/28/2015	0.00	12,218.80
22247	OFF01	OFFICE DEPOT	12/28/2015	0.00	1,616.34
22248	ONT01	ONTRAC	12/28/2015	0.00	374.88
22249	PAC06	PACIFICA COMMUNITY TV	12/28/2015	0.00	250.00
22250	PAU01	PAULO'S AUTO CARE	12/28/2015	0.00	65.35
22251	PIT04	PITNEY BOWES	12/28/2015	0.00	215.82
22252	POL01	POLLARDWATER.COM	12/28/2015	0.00	253.74
22253	PUB01	PUB. EMP. RETIRE SYSTEM	12/28/2015	0.00	11,910.90
22254	RIC01	RICOH USA, INC.	12/28/2015	0.00	299.53
22255	RIC02	RICOH USA INC	12/28/2015	0.00	506.54
22256	ROB01	ROBERTS & BRUNE CO.	12/28/2015	0.00	3,005.98
22257	ROG01	ROGUE WEB WORKS, LLC	12/28/2015	0.00	169.00
22258	ROG02	MARY ROGREN	12/28/2015	0.00	492.26
22259	SAN03	SAN FRANCISCO WATER DEPT.	12/28/2015	0.00	192,980.04
22260	SAN05	SAN MATEO CTY PUBLIC HEALTH LA	12/28/2015	0.00	1,272.00
22261	SER03	SERVICE PRESS	12/28/2015	0.00	1,037.74
22262	SEW01	SEWER AUTH. MID- COASTSIDE	12/28/2015	0.00	1,140.00
22263	SPR04	SPRINGBROOK SOFTWARE, INC	12/28/2015	0.00	1,334.30
22264	STA03	STATE WATER RESOURCES CONTRO	12/28/2015	0.00	90.00
22265	TET01	JAMES TETER	12/28/2015	0.00	6,769.86
22266	TYL01	TYLER TECHNOLOGIES, INC	12/28/2015	0.00	2,593.75
22267	UB*01389	PAULA BELLONI	12/28/2015	0.00	90.71
22268	UB*01390	JANET JOZEFK	12/28/2015	0.00	10.41
22269	UB*01391	JAMES MINNERLY	12/28/2015	0.00	37.04
22270	UB*01392	ANNA/VINCENT GELUSO	12/28/2015	0.00	75.00
22271	UB*01393	MEGAN MANNIX	12/28/2015	0.00	64.72
22272	UB*01394	LARRY/AMY CATHEY	12/28/2015	0.00	39.32
22273	UB*01395	ANTHONY TAFFERA	12/28/2015	0.00	16.21
22274	UB*01396	JIM REED	12/28/2015	0.00	56.81
22275	UB*01397	MURGREEN ENVIRONMENTAL COMF	12/28/2015	0.00	707.73
22276	UNI12	UNION BANK OF CALIFORNIA	12/28/2015	0.00	842.25
22277	UNI15	UNIVAR USA INC	12/28/2015	0.00	380.42
22278	UPS01	UPS STORE	12/28/2015	0.00	55.78
22279	USA01	USA BLUE BOOK	12/28/2015	0.00	107.23
22280	WES01	WEST YOST ASSOCIATES, INC	12/28/2015	0.00	5,144.50
22281	WIL05	WILSEY HAM	12/28/2015	0.00	1,241.00
22282	WSO01	WATER SYSTEMS OPTIMIZATION, IN	12/28/2015	0.00	13,090.00

Check No	Vendor No	Vendor Name	Check Date		Void Checks	Check Amount
22283	UB*01398	DANIEL DIMAS	12/29/2015	VOID	21.80	0.00
22284	CAL06	CALIFORNIA GENERATOR SERVICE	12/31/2015		0.00	1,229.20
22285	CAL11	CALIFORNIA C.A.D. SOLUTIONS, INC	12/31/2015		0.00	450.00
22286	CHE01	CHEVRON/TEXACO UNIVERSAL CAR	12/31/2015		0.00	1,441.69
22287	COM02	COMCAST	12/31/2015		0.00	192.02
22288	FIR06	FIRST NATIONAL BANK	12/31/2015		0.00	1,284.10
22289	HAN01	HANSONBRIDGETT. LLP	12/31/2015		0.00	4,122.40
22290	MAS01	MASS MUTUAL FINANCIAL GROUP	12/31/2015		0.00	1,271.07
22291	OFF03	OFFICIAL PAYMENTS CORPORATION	12/31/2015		0.00	336.18
22292	PAC01	PACIFIC GAS & ELECTRIC CO.	12/31/2015		0.00	46.94
22293	SAN24	SAN MATEO COUNTY	12/31/2015		0.00	4,391.25
22294	STA03	STATE WATER RESOURCES CONTRO	12/31/2015		0.00	70.00
22295	VAL01	VALIC	12/31/2015		0.00	3,140.00
22296	VER02	VERIZON WIRELESS	12/31/2015		0.00	634.73
Report Total (118 checks):					21.80	780,917.94

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
31-Dec-15

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	675,134.93	742,191.00	(67,056.07)	-9.0%	4,990,245.12	5,216,833.00	(226,587.88)	-4.3%
TOTAL OPERATING REVENUE		675,134.93	742,191.00	(67,056.07)	-9.0%	4,990,245.12	5,216,833.00	(226,587.88)	-4.3%
NON-OPERATING REVENUE									
1-0-4170-00	Water Taken From Hydrants	2,468.51	3,333.33	(864.82)	-25.9%	58,942.21	19,999.98	38,942.23	194.7%
1-0-4180-00	Late Notice -10% Penalty	3,918.17	7,500.00	(3,581.83)	-47.8%	35,936.87	45,000.00	(9,063.13)	-20.1%
1-0-4230-00	Service Connections	0.00	833.00	(833.00)	-100.0%	7,826.84	4,998.00	2,828.84	56.6%
1-0-4920-00	Interest Earned	0.00	0.00	0.00	0.0%	1,512.09	1,275.00	237.09	18.6%
1-0-4930-00	Tax Apportionments/Cnty Checks	325,582.86	300,000.00	25,582.86	0.0%	414,852.34	365,000.00	49,852.34	13.7%
1-0-4950-00	Miscellaneous Income	3,342.25	3,083.00	259.25	8.4%	8,946.15	18,498.00	(9,551.85)	-51.6%
1-0-4955-00	Cell Site Lease Income	11,975.07	11,603.75	371.32	3.2%	71,337.72	69,622.50	1,715.22	2.5%
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		347,286.86	326,353.08	20,933.78	6.4%	599,354.22	524,393.48	74,960.74	14.3%
TOTAL REVENUES		1,022,421.79	1,068,544.08	(46,122.29)	-4.3%	5,589,599.34	5,741,226.48	(151,627.14)	-2.6%
OPERATING EXPENSES									
1-1-5130-00	Water Purchased	80,980.04	143,456.00	62,475.96	43.6%	1,565,786.56	1,530,972.00	(34,814.56)	-2.3%
1-1-5230-00	Pump Exp, Nunes T P	1,539.12	2,458.00	918.88	37.4%	16,031.08	14,748.00	(1,283.08)	-8.7%
1-1-5231-00	Pump Exp, CSP Pump Station	12,268.86	11,022.00	(1,246.86)	-11.3%	219,416.63	198,605.00	(20,811.63)	-10.5%
1-1-5232-00	Pump Exp, Trans. & Dist.	1,096.97	1,067.00	(29.97)	-2.8%	5,651.75	6,402.00	750.25	11.7%
1-1-5233-00	Pump Exp, Pilarcitos Can.	1,204.74	1,114.00	(90.74)	-8.1%	3,298.67	2,078.00	(1,220.67)	-58.7%
1-1-5234-00	Pump Exp. Denniston Proj.	1,287.33	7,093.00	5,805.67	81.9%	3,720.50	16,335.00	12,614.50	77.2%
1-1-5235-00	Denniston T.P. Operations	15,010.02	2,362.00	(12,648.02)	-535.5%	17,918.12	5,439.00	(12,479.12)	-229.4%
1-1-5236-00	Denniston T.P. Maintenance	10,963.62	2,667.00	(8,296.62)	-311.1%	16,808.95	16,002.00	(806.95)	-5.0%
1-1-5240-00	Nunes T P Operations	4,689.42	2,979.00	(1,710.42)	-57.4%	31,646.38	27,696.00	(3,950.38)	-14.3%
1-1-5241-00	Nunes T P Maintenance	2,264.87	4,625.00	2,360.13	51.0%	35,398.09	27,750.00	(7,648.09)	-27.6%
1-1-5242-00	CSP Pump Station Operations	648.25	709.00	60.75	8.6%	5,054.18	4,249.00	(805.18)	-18.9%
1-1-5243-00	CSP Pump Station Maintenance	163.50	3,083.33	2,919.83	94.7%	1,646.03	18,499.98	16,853.95	91.1%
1-1-5250-00	Laboratory Services	2,492.88	3,334.00	841.12	25.2%	15,602.80	20,000.00	4,397.20	22.0%
1-1-5263-00	Uniforms	1,501.67	0.00	(1,501.67)	0.0%	1,501.67	0.00	(1,501.67)	0.0%
1-1-5318-00	Studies/Surveys/Consulting	18,234.50	20,000.00	1,765.50	8.8%	74,276.50	120,000.00	45,723.50	38.1%
1-1-5321-00	Water Conservation	3,428.10	3,083.33	(344.77)	-11.2%	20,311.14	18,499.98	(1,811.16)	-9.8%
1-1-5322-00	Community Outreach	275.00	7,925.00	7,650.00	96.5%	5,181.48	47,550.00	42,368.52	89.1%
1-1-5325-00	Water Shortage Program	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5411-00	Salaries & Wages -Field	125,101.92	129,058.38	3,956.46	3.1%	587,173.15	602,272.44	15,099.29	2.5%

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5412-00	Maintenance -General	26,846.83	22,375.00	(4,471.83)	-20.0%	141,213.69	134,250.00	(6,963.69)	-5.2%
1-1-5414-00	Motor Vehicle Expense	4,514.47	4,635.00	120.53	2.6%	19,566.29	27,825.00	8,258.71	29.7%
1-1-5415-00	Maintenance -Well Fields	0.00	0.00	0.00	0.0%	19,603.96	40,000.00	20,396.04	51.0%
1-1-5610-00	Salaries/Wages-Administration	101,953.87	122,513.07	20,559.20	16.8%	485,818.12	571,727.66	85,909.54	15.0%
1-1-5620-00	Office Supplies & Expense	20,407.56	13,706.25	(6,701.31)	-48.9%	93,779.16	82,237.50	(11,541.66)	-14.0%
1-1-5621-00	Computer Services	4,956.00	8,650.00	3,694.00	42.7%	31,137.06	51,900.00	20,762.94	40.0%
1-1-5625-00	Meetings / Training / Seminars	3,107.76	2,000.00	(1,107.76)	-55.4%	9,457.29	12,000.00	2,542.71	21.2%
1-1-5630-00	Insurance	6,633.52	6,250.00	(383.52)	-6.1%	46,111.92	57,500.00	11,388.08	19.8%
1-1-5635-00	EE/Ret. Medical Insurance	45,497.60	43,954.75	(1,542.85)	-3.5%	223,891.00	263,728.50	39,837.50	15.1%
1-1-5640-00	Employees Retirement Plan	35,288.31	58,306.38	23,018.07	39.5%	233,068.25	272,096.44	39,028.19	14.3%
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	1,535.20	5,000.00	3,464.80	69.3%	17,364.20	30,000.00	12,635.80	42.1%
1-1-5682-00	Engineering	480.00	1,166.66	686.66	58.9%	2,880.00	6,999.96	4,119.96	58.9%
1-1-5683-00	Financial Services	0.00	9,000.00	9,000.00	0.0%	6,240.00	24,000.00	17,760.00	74.0%
1-1-5684-00	Payroll Tax Expense	12,778.71	17,660.28	4,881.57	27.6%	72,010.32	82,414.72	10,404.40	12.6%
1-1-5687-00	Membership, Dues, Subscript.	291.00	5,940.83	5,649.83	95.1%	36,839.47	35,644.98	(1,194.49)	-3.4%
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	3,000.00	3,000.00	100.0%
1-1-5700-00	San Mateo County Fees	1,395.00	1,475.00	80.00	5.4%	10,984.84	8,850.00	(2,134.84)	-24.1%
1-1-5705-00	State Fees	0.00	1,333.33	1,333.33	100.0%	10,424.88	7,999.98	(2,424.90)	-30.3%
TOTAL OPERATING EXPENSES		548,836.64	670,502.59	121,665.95	18.1%	4,086,814.13	4,389,273.14	302,459.01	6.9%
CAPITAL ACCOUNTS									
1-1-5712-00	Debt Srv/Existing Bonds 2006B	0.00	0.00	0.00	0.0%	350,896.46	349,992.00	(904.46)	0.0%
1-1-5715-00	Debt Srv/CIEDB 11-099 (I-BANK)	0.00	0.00	0.00	0.0%	258,519.66	257,971.00	(548.66)	-0.2%
TOTAL CAPITAL ACCOUNTS		0.00	0.00	0.00	0.0%	609,416.12	607,963.00	(1,453.12)	-0.2%
TOTAL EXPENSES		548,836.64	670,502.59	121,665.95	18.1%	4,696,230.25	4,997,236.14	301,005.89	6.0%
NET INCOME		473,585.15		893,369.09					

**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
December 31, 2015**

RESERVE BALANCES

CAPITAL AND OPERATING RESERVE	\$2,035,454.19
RATE STABILIZATION RESERVE	\$250,000.00

TOTAL DISTRICT RESERVES	\$2,285,454.19
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ACCOUNT DETAIL

ACCOUNTS WITH FIRST NATIONAL BANK (FNB)	
CHECKING ACCOUNT	\$589,951.12
CSP T & S ACCOUNT	\$672,592.82

LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$1,022,280.25
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DISTRICT CASH ON HAND	\$630.00
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TOTAL ACCOUNT BALANCES	\$2,285,454.19
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This report is in conformity with CCWD's Investment Policy.

**COASTSIDE COUNTY WATER DISTRICT
APPROVED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2015-2016**

12/31/2015

	Approved CIP Budget FY 15/16	Actual To Date FY 15/16	Projected Year-End FY 15/16	Variance vs. Budget	% Completed	Project Status/ Comments
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Equipment Purchases & Replacement

06-03	SCADA/Telemetry/Electrical Controls Replacement	\$ 150,000	\$ 58,550	\$ 150,000	\$ 200,000	39%	In progress
16-06	Portable Work Lights	\$ 6,000		\$ 6,000		0%	
99-02	Vehicle Replacement	\$ 30,000		\$ 30,000	\$ -	0%	
99-03	Computer Systems	\$ 5,000	\$ 3,065	\$ 5,000	\$ -	61%	
99-04	Office Equipment/Furniture	\$ 3,000	\$ 3,988	\$ 3,000	\$ -	133%	

Facilities & Maintenance

08-08	PRV Valves Replacement Project	\$ 30,000	\$ 6,820	\$ 30,000	\$ -	23%	
09-09	Fire Hydrant Replacement	\$ 20,000	\$ 17,113	\$ 20,000	\$ -	86%	
09-23	District Digital Mapping	\$ 10,000		\$ 10,000	\$ -	0%	
14-11	Replace 2" and Larger Meters with Omni Meters	\$ 30,000		\$ 30,000	\$ -	0%	
14-13	New Security Fence at Pilarcitos Well Field	\$ 20,000			\$ 20,000	0%	Completed in FY15
15-01	Utility Billing Software Upgrade	\$ 150,000	\$ 41,491	\$ 150,000	\$ -	28%	Software transition to be complete by 4/2016
99-01	Meter Change Program	\$ 10,000	\$ 30,985	\$ 70,000	\$ (60,000)	310%	

Pipeline Projects

07-03	Pilarcitos Canyon Pipeline Replacement	\$ 100,000	\$ 9,255	\$ 100,000	\$ -	9%	Evaluating design
10-01	El Granada Pipeline Final Phase Replacement Project	\$ 2,000,000	\$ 65,142	\$ 1,000,000	\$ 1,000,000	3%	Construction to start February 2016
14-01	Replace 12" Welded Steel Line on Hwy 92 with 8" DI	\$ 300,000	\$ 17,230	\$ 300,000	\$ -		In design
16-09	Slipline 10-inch Pipeline in Magellan at Hwy 1	\$ 100,000	\$ 12,098	\$ 100,000	\$ -	12%	In design

Pump Stations / Tanks / Wells

06-04	Hazen's Tank Replacement	\$ 300,000	\$ 702	\$ -	\$ 300,000	0%	Design complete, may not need tank
13-11	EG Tank #1 & Tank #2 Emergency Generators	\$ 75,000		\$ 75,000	\$ -	0%	

Water Supply Development

10-02	Denniston Pump Station & Pipeline Project (formerly Bridgeport Drive Pipeline Replacement Project)	\$ 110,000	\$ 229,438	\$ 300,000	\$ (190,000)		In design
12-04	Denniston Treated Water Booster Station	\$ 200,000		\$ 200,000	\$ -		In design
12-12	San Vicente Diversion & Pipeline	\$ 300,000		\$ -	\$ 300,000		Waiting for SWRCB time extension approval
14-24	Denniston/San Vicente EIR & Permitting	\$ 50,000	\$ 12,328	\$ 50,000	\$ -		
14-25	Water Shortage Plan Development	\$ 100,000		\$ -	\$ 100,000	0%	

Water Treatment Plants

16-01	Denniston WTP Coag Tank Motor Operated Valve	\$ 10,000		\$ 10,000	\$ -	0%	
16-02	Denniston WTP Filter Repairs	\$ 110,000	\$ 85,718	\$ 110,000	\$ -	78%	Completed, have not processed Retention
16-03	Denniston WTP Filter Flow Meter Replacement	\$ 10,000		\$ 10,000	\$ -	0%	
16-04	Denniston WTP Pond Return Pump	\$ 25,000		\$ 25,000	\$ -	0%	

**COASTSIDE COUNTY WATER DISTRICT
APPROVED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2015-2016**

12/31/2015

		Approved CIP Budget FY 15/16	Actual To Date FY 15/16	Projected Year-End FY 15/16	Variance vs. Budget	% Completed	Project Status/ Comments
16-05	Nunes Filter Valve Repairs & Replacements	\$ 15,000		\$ 15,000	-	0%	
99-05	Denniston Maintenance Dredging	\$ 35,000		\$ -	\$ 35,000	0%	Will not dredge this year
FY 15/16 TOTALS		\$ 4,304,000	\$ 593,923	\$ 2,799,000	\$ 1,705,000		

Previous CIP Projects - paid in FY 15/16

	Sand for Nunes Drying Bed		\$ 29,680	\$ 29,680			
	Pilarcitos Road Improvement 2014		\$ 8,646	\$ 8,646			
PREVIOUS YEAR TOTALS		\$ -	\$ 38,326	\$ 38,326	\$ (38,326)		In Progress

UNSCHEDULED ITEMS (CAPITAL EXPENDITURES) FOR CURRENT FISCAL YEAR 15/16

	Ventura/Washington Pipeline Replacement Project		\$ 304,355	\$ 400,000			
	Water Recycling		\$ 45,913	\$ 50,000			
	Valve for Nunes Filter #3		\$ 5,133	\$ 5,133			
	New Fence for District Office		\$ 9,889	\$ 9,889			Completed
	Denniston Dam Repair		\$ 1,867	\$ 1,867			
	Replace 8 inch Pipeline Under Creek at Pilarcito Avenue		\$ 1,558	\$ 1,558			
	New Valves for Nunes Surface Wash		\$ 1,227	\$ 1,227			
	Water Softener for Denniston Treatment Plant		\$ 2,495	\$ 2,495			
NON-BUDGETED TOTALS		\$ -	\$ 372,438	\$ 472,170	\$ (472,170)		

CIP TOTALS \$ 4,304,000 \$ 1,004,687 \$ 3,309,496 \$ 1,194,504

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

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

Month	Admin (General Legal Fees)	Water Supply Develpmnt	Recycled Water	Transfer Program	CIP	Personnel	Water Shortage	Lawsuits	Infrastructure Project Review (Reimbursable)	TOTAL
Jan-15	1,373	286			57	1,372				3,088
Feb-15	2,660	1,773				1,483			823	6,739
Mar-15	1,411	1,470							1,352	4,233
Apr-15	2,205	88		1,697						3,990
May-15	2,543	559		3,415			4,204			10,720
Jun-15	6,115			554						6,670
Jul-15	5,824					718	1,235			7,777
Aug-15	8,255			625	88					8,968
Sep-15	764		1,147	206	1,348				941	4,405
Oct-15	2,259	88	500	1,609	6,164	504			118	11,241
Nov-15	3,920		176	1,113	5,014					10,224
Dec-15	1,535	617			1,970					
TOTAL	38,864	4,882	1,823	9,218	14,641	4,077	5,439	0	3,233	78,054

**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
Jan-15	480		507	987	507
Feb-15	480			480	
Mar-15	480		254	734	254
Apr-15	480		1,014	1,494	1,014
May-15	649	7,192	423	8,264	423
Jun-15	544	16,999		17,543	
Jul-15	480	11,378	1,014	12,872	1,014
Aug-15	480	9,845	85	10,409	85
Sep-15	480	11,362	507	12,349	507
Oct-15	480	10,853	1,372	12,705	1,372
Nov-15	480	2,095	1,606	4,180	1,606
Dec-15	480	1,389	4,901	6,770	4,901
TOTAL	5,993	71,111	11,681	88,785	11,681

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
						7/31/15	8/31/15	9/30/15	10/31/15	11/30/15			
CAL-13-EMG	Emergency Callout												
CAL-14-EMG	Emergency Callout												
CAL-15-EMG	Emergency Callout							\$410.48					
CAL-13-00	Calcon Project Admin/Miscellaneous												
CAL-13-01	EG Tank 2 Recoating Project		9/30/13	10/8/13	\$8,220.00						\$8,837.50	-\$617.50	08-17
CAL-13-02	Nunes Control System Upgrades		9/30/13	10/8/13	\$46,141.00						\$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						\$12,231.74	-\$2,514.74	
CAL-13-04	Crystal Springs Surge Tank Retrofit		11/26/13	11/27/13	\$31,912.21						\$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	\$61.75	
CAL-13-07	Denniston Backwash FTW Valves		11/26/13	11/27/13	\$6,914.21						\$9,518.28	-\$2,604.07	
CAL-14-01	Denniston Wash Water Return Retrofit		1/28/14	2/14/14	\$13,607.00						\$13,591.60	\$15.40	
CAL-14-02	Denniston Calrifier SCADA Data		4/2/14	4/7/14	\$4,125.00						\$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						\$44,459.14	\$31,446.42	
CAL-14-06	Miramar Control Panel		8/28/14	8/28/14	\$37,953.00						\$27,980.71	\$9,972.29	
CAL-14-08	SFWater Flow & Data Logger/Cahill Tank		8/20/2014	8/20/2014	\$1,370.00						\$1,372.00	-\$2.00	
CAL-15-01	Main Street Monitors										\$6,779.42	-\$6,779.42	
CAL-15-02	Denniston To Do List										\$2,930.00	-\$2,930.00	
CAL-15-03	Nunes & Denniston Turbidity Meters				\$6,612.50						\$5,833.26	\$779.24	
CAL-15-04	Phase II Control System Upgrade							\$7,292.50	\$22,711.88	\$16,250.78	\$46,255.16	-\$46,255.16	
CAL-15-05	Permanganate Water Flow							\$1,567.15			\$1,567.15	-\$1,567.15	
					\$244,391.23	\$0.00	\$0.00	\$8,859.65	\$22,711.88	\$16,250.78	\$313,824.60	-\$62,820.87	

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: January 12, 2016

Report

Date: January 5, 2016

Subject: Monthly Water Transfer Report - December 2015

Recommendation:

None. For Board information purposes only.

Background:

At the December 10, 2002 Board meeting and November 18, 2003 Special Board meeting, the Board made several changes to the District's water transfer policy. One of the changes directed the General Manager to approve routine water transfer applications that met the District's criteria as embodied in Resolution 2002-17 and Resolution 2003-19. The General Manager was also directed to report the number of water transfers approved each month as part of the monthly Board packet information.

During the month of December, two applications to transfer three (3) -- 5/8" (20 gpm) non-priority water service connections were approved. A spreadsheet reporting these transfers follows this report as well as the approval memorandums from Patrick Miyaki and the confirmation letters from Gina Brazil.

**NON PRIORITY WATER TRANSFERS APPROVED FOR THE 2015 CALENDAR YEAR
MONTH OF DECEMBER 2015**

DONATING APN	PROPERTY OWNER(S)	RECIPIENT APN	PROPERTY OWNER(S)	# of CONNECTIONS	DATE
115-520-170	Charles J. Keenan Tr.	056-192-160	Moody Properties LLC	2 -- 5/8"	December 17, 2015
115-520-170	Charles J. Keenan Tr.	048-264-250 (formally 048-264-210/220)	Stebbins Construction Corporation (Bruce Stebbins)	1 -- 5/8"	December 18, 2015

Memorandum

TO: Gina Brazil

FROM: Patrick T. Miyaki

DATE: December 17, 2015

RE: **Application to Transfer Two Uninstalled Non-Priority Water Service Connections from Charles J. Keenan III, Trustee (c/o Joyce Yamigiwa, TR) to Moody Properties LLC**

Gina, I have reviewed the Application to transfer two 5/8-inch uninstalled non-priority water service connections from property owned by Charles J. Keenan III, Trustee (c/o Joyce Yamigiwa, TR) (APN 115-520-170) to property owned by Moody Properties LLC (APN 056-192-160).

The Application is generally in order and satisfies the requirements of the District's General Regulations Regarding Water Service, Section U, Transfer of Uninstalled Water Service Connection Rights.

Please do not hesitate to contact me if you have any questions or want to discuss this matter in more detail.

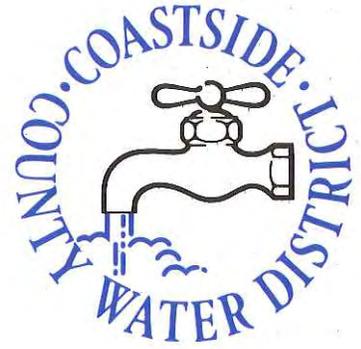
PTM:slh

cc: David Dickson

.

December 17, 2015

Charles Keenan, Trustee
c/o Joyce Yamigiwa
700 Emerson Street
Palo Alto, CA 94301



and

Janice Moody
Moody Properties LLC
532 Purissima Street
Half Moon Bay, CA 94019

RE: Approval - Request for Transfer of Water Service Connection Capacity

Dear Property Owners:

This is official confirmation that the Coastside County Water District has approved your request to transfer two - 5/8" non-priority water service connections. The result of this transfer is as follows:

- **APN 115-520-170** continues to have the rights to fifty-six (56) -- 5/8" (20 gpm) non-priority water service connections from the Coastside County Water District; and
- **APN 056-192-160**- now has two (2) -- 5/8" (20 gpm) uninstalled non-priority water service connection assigned to it from the Crystal Springs Project. This developed parcel also has one -- 5/8" pre-crystal springs water service connection which was installed in 1969.

Please be advised that the City Council of the City of Half Moon Bay has taken the position that the transfer of a water service connection meets the definition of "development" so as to require a coastal development permit from the City. Applicants are advised to investigate this issue further with the City of Half Moon Bay Planning Department if applicable. The Coastside County Water District, in approving this application, does not make any representations or warranties with respect to further permits or approvals required by other governmental agencies, including the City of Half Moon Bay.

Sincerely,

A handwritten signature in blue ink that reads "Gina Brazil".

Gina Brazil
Office Manager

cc: David Dickson, General Manager

Memorandum

TO: Gina Brazil

FROM: Patrick T. Miyaki

DATE: December 18, 2015

RE: **Application to Transfer Two Uninstalled Non-Priority Water Service Connections from Charles J. Keenan III, Trustee (c/o Joyce Yamigiwa, TR) to Stebbins Construction Corporation (Bruce Stebbins)**

Gina, I have reviewed the Application to transfer one 5/8-inch uninstalled non-priority water service connection from property owned by Charles J. Keenan III, Trustee (c/o Joyce Yamigiwa, TR) (APN 115-520-170) to property owned by Stebbins Construction Corporation (Bruce Stebbins) (APN 048-264-250, formerly APN 048-264-210 and APN 048-264-220 before those two parcels were merged by the County).

The Application is generally in order and satisfies the requirements of the District's General Regulations Regarding Water Service, Section U, Transfer of Uninstalled Water Service Connection Rights.

Please do not hesitate to contact me if you have any questions or want to discuss this matter in more detail.

PTM:slh

cc: David Dickson

December 21, 2015

Charles Keenan, Trustee
c/o Joyce Yamigiwa
700 Emerson Street
Palo Alto, CA 94301



and

Bruce Stebbins
Stebbins Construction Corporation
P. O. Box 615
Half Moon Bay, CA 94019

RE: Approval - Request for Transfer of Water Service Connection Capacity

Dear Property Owners:

This is official confirmation that the Coastside County Water District has approved your request to transfer one - 5/8" non-priority water service connection. The result of this transfer is as follows:

- APN 115-520-170 continues to have the rights to fifty-five (55) -- 5/8" (20 gpm) non-priority water service connections from the Coastside County Water District; and
- APN 048-264-250 (formally APN's 048-264-210 and 048-264-220) - now has one (1) -- 5/8" (20 gpm) uninstalled non-priority water service connection assigned to it from the Crystal Springs Project.

Please be advised that the City Council of the City of Half Moon Bay has taken the position that the transfer of a water service connection meets the definition of "development" so as to require a coastal development permit from the City. Applicants are advised to investigate this issue further with the City of Half Moon Bay Planning Department if applicable. The Coastside County Water District, in approving this application, does not make any representations or warranties with respect to further permits or approvals required by other governmental agencies, including the City of Half Moon Bay.

Sincerely,

A handwritten signature in black ink that reads "Gina Brazil".

Gina Brazil
Office Manager

cc: David Dickson, General Manager

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, December 8, 2015

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

Also present: David Dickson, General Manager; Mary Rogren, Assistant 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 - Susan Boyer, 443 Miramontes Avenue, Half Moon Bay -** Stated that if water-efficient buildings could be made eligible for priority water connections, it would be a great incentive for contractors to incorporate more efficiency features in the homes they construct.

- 4) **SPECIAL ORDER OF BUSINESS**

- A. Certificates from San Mateo County Chief Elections Officer and Administration of Oath of Office to Newly Appointed Directors: Ken Coverdell, Arnie Glassberg and Glenn Reynolds

District Counsel Patrick Miyaki administered the Oath of Office to newly appointed Directors Ken Coverdell, Arnie Glassberg, and Glenn Reynolds.

- B. Election of Coastside County Water District Board President and Vice-President

President Mickelsen nominated Vice-President Glassberg to serve as President of the Board, seconded by Director Coverdell. Director Coverdell nominated Director Glenn Reynolds to serve as the Board's

Vice-President, seconded by President Mickelsen. The nominations were then closed.

President Mickelsen moved that Vice-President Arnie Glassberg serve as the President of the Board, which was seconded by Director Coverdell. A second motion was made by Director Coverdell to have Director Reynolds serve as the Board’s Vice President, which was seconded by President Mickelsen:

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

Director Mickelsen took the opportunity to thank his fellow Board members and District staff for their support during his term as President. President Glassberg thanked the Board for the honor, stating that he was looking forward to another year of successful teamwork in serving the District; he then presided over the remainder of the Board Meeting.

5) CONSENT CALENDAR

- A. Approval of disbursements for the month ending November 30, 2015:
Claims: \$1,038,940.26; Payroll: \$92,168.24 for a total of \$1,131,108.50
➤ *November 2015 Monthly Financial Claims reviewed and approved by Vice-President Glassberg*
- B. Acceptance of Financial Reports
- C. Approval of Minutes of the October 13, 2015 Special Board of Directors Meeting Meeting
- D. Approval of Minutes of November 10, 2015 Special Board of Directors Meeting
- E. Approval of Minutes of November 10, 2015 Regular Board of Directors Meeting
- F. Installed Water Connection Capacity and Water Meters Report
- G. Total CCWD Production Report
- H. CCWD Monthly Sales by Category Report – November 2015
- I. November 2015 Leak Report
- J. Rainfall Reports
- K. San Francisco Utilities Commission Hydrological Report for October, 2015
- L. Acceptance of Subdivision Utility System – Half Moon Bay Village Senior Housing Phase II – Bloom Lane, Half Moon Bay
- M. Notice of Completion – Denniston Filters Surface Wash Repair Project

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

ON MOTION BY Director Coverdell and seconded by Vice-President Reynolds, the Board voted, by roll call vote, to accept and approve the Consent Calendar in its entirety:

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

6) MEETINGS ATTENDED / DIRECTOR COMMENTS

Director Coverdell summarized the recent recycled water committee meeting, noting that Vice-President Reynold’s knowledge, expertise, and contributions were very beneficial at the meeting. He also commented that he felt that the Sewer Authority Mid-Coastside (SAM) representatives now understand the importance of establishing the agreement between SAM and Coastside County Water District, which is the next step necessary to pursue the proposed project.

Director Mickelsen reported that he had attended a recent meeting of the Bay Area Water Supply & Conservation Agency (BAWSCA) and provided an update on the status of the San Francisco Public Utilities Commission’s Calaveras Project.

7) GENERAL BUSINESS

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

Mr. Dickson provided the background of this project and stressed the importance of quantifying the amount of water available for diversion from Denniston and San Vicente Creeks. He also advised that due to the continuing need to monitor streamflows and groundwater levels in these watersheds, Balance Hydrologics has recommended that the District purchase monitoring equipment to eliminate long term rental costs. He answered a few questions from the Board about the gaging and groundwater monitoring equipment.

ON MOTION BY Director Coverdell and seconded by Vice-President Reynolds, the Board voted, by roll call vote, to authorize District staff to contract with Balance Hydrologics, Inc. for Water Year 2016 stream gaging, groundwater monitoring, and data analysis for the Denniston Creek and San Vicente Creek watersheds for an estimated time and materials cost of \$79,000 and to purchase District-owned equipment for gaging and groundwater monitoring for an estimated cost of \$29,250:

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

8) GENERAL MANAGER’S REPORT AND MONTHLY INFORMATIONAL REPORTS

Mr. Dickson reported on the anticipated 2016-2017 rate increase from SFPUC, discussed a recent billing error that resulted in the District providing a refund to the Harbor District and gave a status update on the El Granada Pipeline Replacement Final Phase Project.

A. Operations Report - Mr. Guistino reviewed monthly highlights, including the status of the Denniston Dam spillways and the Washington-Ventura Street Main Replacement Project. He also advised that the Denniston treatment plant is now running.

B. Water Resources Report - Ms. Brennan referenced the Governor’s new Executive Order B-36-15, extending and revising the existing emergency water conservation regulations. She also reviewed California’s Model Water Efficient Landscape Ordinance

9) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no requests for future agenda items from the Board.

The Board took a brief break at 7:51 p.m.

10) CLOSED SESSION

A. Conference with Real Property Negotiators

Pursuant to California Government Code Section 54956.8
Property: 270 and 288 Main Street (Assessor's Parcel Numbers
056-240-080, 056-240-120, and 056-240-130)
Agency Negotiator: David Dickson, General Manager
Negotiating Parties: Tom Minaidis and June Minaidis
Under Negotiation: Price and Terms of Payment

B. Conference with Real Property Negotiators

Pursuant to California Government Code Section 54956.8
Property: 310 and 320 Main Street (Assessor's Parcel Numbers
056-163-080, 056-163-070)
Agency Negotiator: David Dickson, General Manager
Negotiating Parties: Zaballa Square Investments, LP/David Cresson
Under Negotiation: Price and Terms of Payment

11) RECONVENE TO OPEN SESSION

The Board reconvened into open session at 8:19 p.m. In the Closed Session, the Board heard a report and provided direction to the agency negotiator.

12) ADJOURNMENT - The meeting was adjourned at 8:20 p.m.

Respectfully submitted,

David R. Dickson General Manager
Secretary of the District

Arnie Glassberg, President
Board of Directors

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

THURSDAY, DECEMBER 17, 2015

- 1) **ROLL CALL** - President Arnie Glassberg called the special meeting to order at 3:10 p.m. Present at roll call: Directors Chris Mickelsen and Steve Flint. Vice-President Glenn Reynolds arrived at 3:14 p.m. Director Coverdell was absent. Also present were: David Dickson, General Manager; Mary Rogren, Assistant General Manager, Patrick Miyaki, Legal Counsel, and Alan Lilly, attorney, with Bartkiewicz, Kronick & Shanahan.

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **CLOSED SESSION**
 - A. **Conference with Legal Counsel - Existing Litigation**
Pursuant to California Government Code Section 54956.9(d)(1)
Name of Case: State Water Resources Control Board, Division of Water Rights, Coastside County Water District Permit 15882 (Application 22680),
Petition for Extension of Time

 - B. **Conference with Legal Counsel - Anticipated Litigation**
Pursuant to California Government Code Section 54956.9(d)(4)
One Potential Case

- 5) **RECONVENE TO OPEN SESSION**

The Board reconvened into open session at 4:40 p.m. and no action was taken on the two matters discussed in the closed session.

6) **ADJOURNMENT** - The Special Board meeting was adjourned at 4:41 p.m.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the District

Arnie Glassberg, President
Board of Directors

Fiscal Year 2016 Water Service Installations

FY 2016

APN	Name	Install Address	City/Community	Meter Size	Type	Date Installed	Notes
048-211-060	Taffera, Anthony	421 Wave Ave	HMB	5/8"	dom	10-Jul-15	with 1" fire
056-141-700	Belloni, Paula	456-458 Oak Street	HMB	5/8"	dom	31-Jul	second unit meter
064-092-550	Shaw, Dan	401 Filbert Street	HMB	1"	fire	4-Aug-15	fire only
066-600-080	Carnoustie LLC	241 Bayhill Rd	HMB	3/4"	dom	21-Aug-15	with 2" fire
066-600-110	Carnoustie LLC	116 Carnoustie Dr	HMB	3/4"	dom	21-Aug-15	with 2" fire
066-600-100	Carnoustie LLC	118 Carnoustie Dr	HMB	3/4"	dom	21-Aug-15	with 2" fire
066-600-090	Carnoustie LLC	231 Bayhill Rd	HMB	3/4"	dom	25-Aug-15	with 2" fire
064-231-270	McGregor, Paul	483 Poplar Street	HMB	5/8"	dom	31-Aug-15	with 1" fire
037-320-350	Lea, David and Patricia	6 Denniston Road	EG	3/4"	dom	2-Sep-15	with 2" fire
056-143-330	Taffera, Anthony	447 Laurel Ave	HMB	5/8"	dom	11-Sep-15	with 1" fire
047-113-210	Coffield, Lyle	925 Ferdinand Ave	EG	5/8"	dom	25-Sep-15	with 1" fire
048-054-130	Garrison, Michi	375 Miramar Drive	EG	5/8"	dom	2-Oct-15	with 1" fire
066-600-320	Carnoustie LLC	120 Carnoustie Drive	HMB	3/4"	dom	4-Nov-15	with 2" fire
056-191-070	Mithal, Arti	728 Main Street	HMB	5/8"	dom	5-Nov-15	second unit meter with 1" fire
047-222-100	Wenzel, Lutz	477 Avenue Portola	EG	5/8"	dom	9-Nov-15	fire not installed yet
056-081-370	Moules, Roberty and Bertine	690 Terrace Ave.	HMB	5/8"	dom	18-Nov-15	with 1" fire
056-144-290	KN Properties	481/483/485 Pine St.	HMB	3/4"	dom	10-Nov-15	with 5/8" irrigation and 2" fire

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2016

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.00	0.00	0.00	0.00	57.33	57.33	2.57	54.76
AUG	0.00	0.00	0.00	0.00	62.00	62.00	2.07	59.93
SEPT	0.00	0.00	0.00	0.00	59.07	59.07	2.93	56.14
OCT	0.00	0.00	0.00	0.00	56.60	56.60	2.44	54.16
NOV	0.00	0.00	2.07	0.00	39.17	41.24	2.45	38.79
DEC	0.00	12.51	9.44	0.00	16.23	38.18	3.03	35.15
JAN								
FEB								
MAR								
APR								
MAY								
JUN								
TOTAL	0.00	12.51	11.51	0.00	290.40	314.42	15.49	298.93
% MONTHLY TOTAL	0.00%	32.77%	24.72%	0.00%	42.51%	100.00%	7.94%	92.06%
% ANNUAL TO DATE TOTAL	0.0%	4.0%	3.7%	0.0%	92.4%	100.0%	4.93%	95.1%
Local vs Imported-month	57.5%	42.51%	CCWD vs SFPUC- month		57.5%	42.5%		
Local vs Imported-annual	7.6%	92.4%	CCWD vs SFPUC- annual		7.6%	92.4%		
	Local Source	Imported Source						

12 Month Running Treated Total 589.79

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	0.48	2.32	0.00	0.00	71.96	74.76	3.10	71.67
AUG	0.10	0.82	0.00	0.00	73.97	74.89	3.00	71.89
SEPT	0.05	0.60	0.00	0.00	59.58	60.23	2.89	57.34
OCT	0.00	0.00	0.00	0.00	57.13	57.13	2.15	54.98
NOV	0.01	0.93	4.43	0.00	41.00	46.37	2.18	44.19
DEC	0.20	2.19	10.67	9.68	16.37	39.11	2.19	36.92
JAN	0.64	13.95	8.44	20.23	10.52	53.78	3.17	50.61
FEB	0.51	12.88	8.56	25.95	2.43	50.33	2.36	47.97
MAR	0.81	12.59	8.8	25.67	2.02	49.89	2.70	47.19
APR	1.31	14.34	0.00	31.85	1.38	48.88	2.54	46.34
MAY	0.60	6.18	0.00	30.04	7.37	44.19	1.65	42.54
JUN	0.00	0.00	0	0.00	56.87	56.87	0.67	56.20
TOTAL	4.71	66.80	40.90	143.41	400.60	656.42	28.58	627.85
% TOTAL	0.7%	10.2%	6.2%	21.8%	61.0%	100.0%	4.35%	95.6%

 denotes estimated due to faulty SFPUC meter

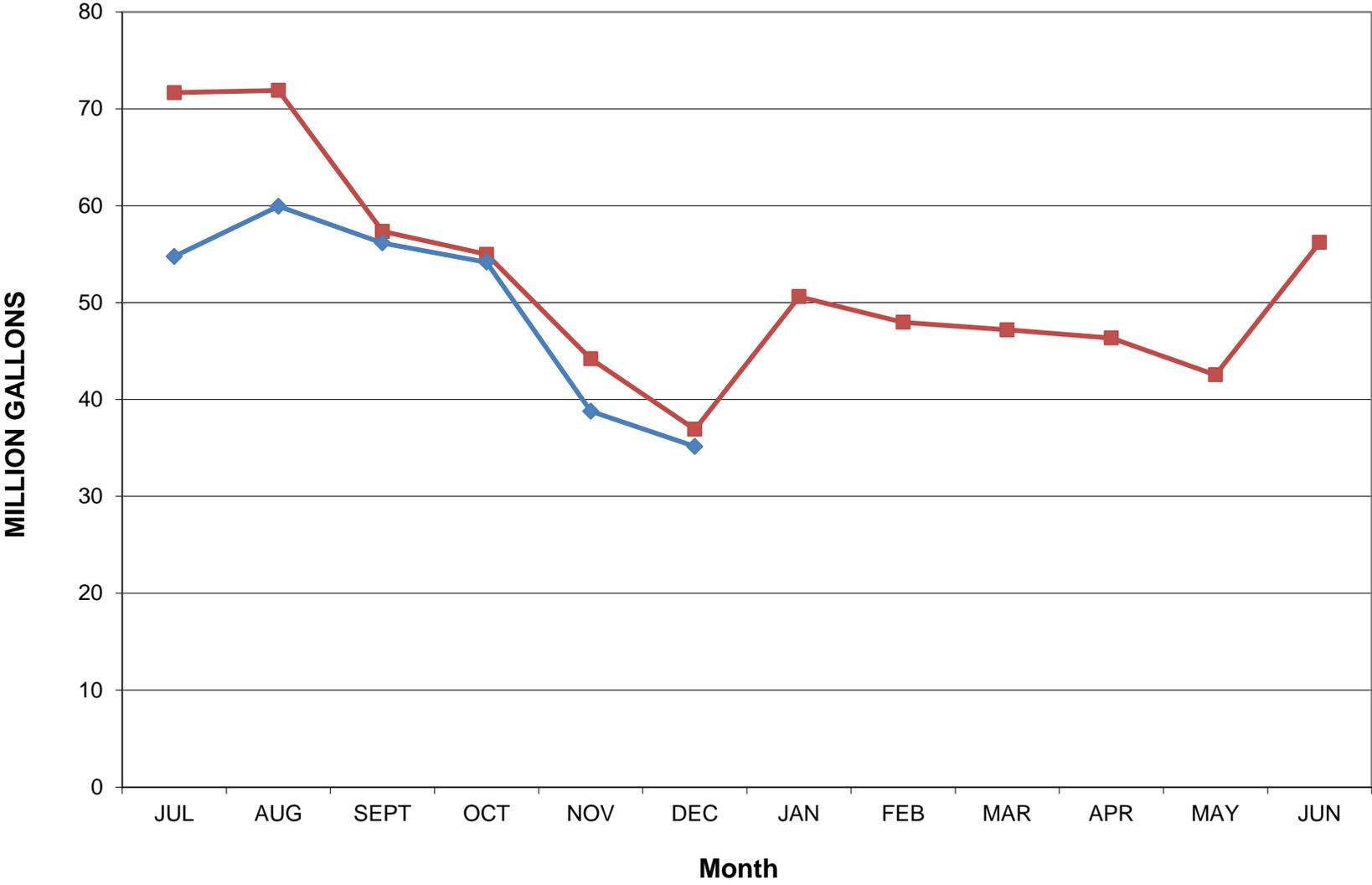
COASTSIDE COUNTY WATER DISTRICT

Predicted vs Actual Production - All Sources FY 16

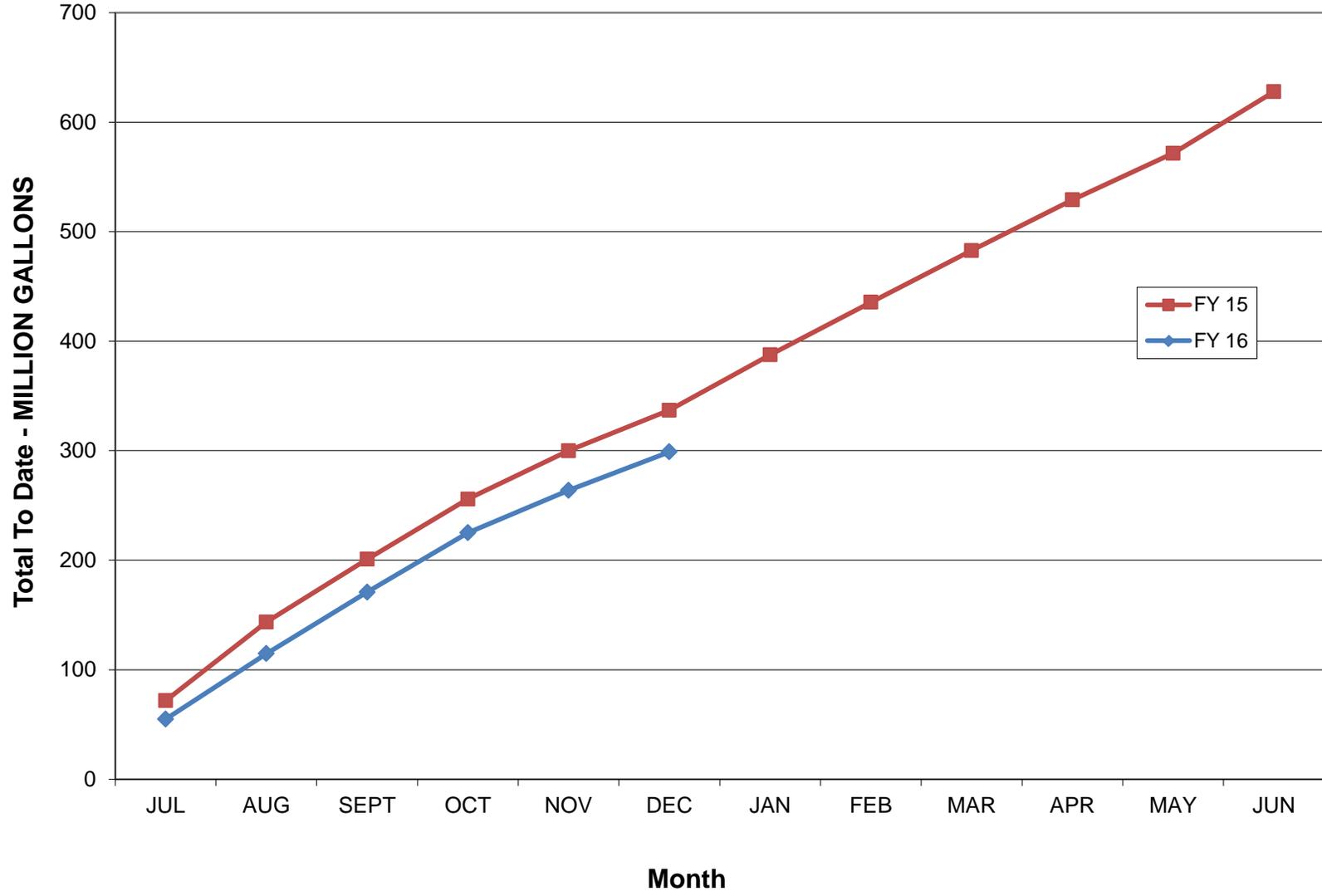
	Denniston Surface			Denniston Wells			Pilarcitos Wells			Pilarcitos Surface			SFWD CSP			SFWD Total	
	Actual MG	Predicted MG	pred-act	Actual MG	Predicted	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG
Jul-15	0.00	2.32	2.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	57.33	62.94	5.61	57.33	62.94
Aug-15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	62.00	65.62	3.62	62.00	65.62
Sep-15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	59.07	52.90	-6.17	59.07	52.90
Oct-15	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	56.60	50.89	-5.71	56.60	50.89
Nov-15	0.00	0.97	0.97	0.00	0.01	0.01	2.07	4.94	2.87	0.00	0.00	0.00	39.17	35.50	-3.67	39.17	35.50
Dec-15	12.51	3.74	-8.77	0.00	0.20	0.20	9.44	8.98	-0.46	0.00	9.17	9.17	16.23	14.73	-1.50	16.23	23.90
Jan-16			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	36.69
Feb-16			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	21.17
Mar-16			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	29.63
Apr-16			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	41.61
May-16			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	62.06
Jun-16			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	58.53
MG Totals	12.51	7.03	-5.48	0.00	0.21	0.21	11.51	13.91	2.40	0.00	9.17	9.17	290.40	282.58	-7.82	290.40	541.44

	Actual non SFPUC	Predicted non SFPUC	Actual SFPUC	Predicted SFPUC	TOTAL Actual	TOTAL Predicted	TOTAL Pred-act
	24.02	21.16	290.40	291.75	314.42	312.91	-1.51
% Total	7.64%	6.76%	92.36%	93.24%	100.48%		

Monthly Production FY 15 vs FY 16



Cumulative Production FY 15 vs.FY16



Plant Water Use*			Unmetered Water					2015			MG	
	Denniston Plant	Nunes Plant	Total	Main Flushing	Detector Checks*	Main Breaks	Fire Dept	Miscellaneous	Tank Level Difference	Total		
JAN	1.360	1.510	2.870	0.012	0.006	0.118	0.000	0.014	0.146	3.165		
FEB	1.030	1.240	2.270	0.000	0.010	0.000	0.000	0.014	0.066	2.359		
MAR	1.350	1.440	2.790	0.000	0.006	0.020	0.000	0.014	-0.129	2.701		
APR	1.240	1.510	2.750	0.000	0.010	0.014	0.100	0.014	-0.351	2.537		
MAY	0.020	1.580	1.600	0.000	0.007	0.299	0.000	0.014	-0.270	1.650		
JUN	2.090	0.000	2.090	0.000	0.025	0.105	0.000	0.014	0.669	2.904		
JUL	0.000	2.440	2.440	0.000	0.010	0.097	0.006	0.014	0.004	2.571		
AUG	0.000	2.500	2.500	0.000	0.010	0.000	0.000	0.019	-0.456	2.073		
SEP	0.000	2.300	2.300	0.005	0.138	0.065	0.000	0.014	0.408	2.930		
OCT	0.000	2.240	2.240	0.000	0.016	0.008	0.002	0.014	0.172	2.452		
NOV	0.000	2.690	2.690	0.004	0.029	0.000	0.000	0.014	-0.303	2.434		
DEC	1.110	1.750	2.860	0.000	0.010	0.040	0.020	0.075	0.025	3.030		
TOTAL	8.20	21.20	29.40	0.02	0.28	0.77	0.13	0.23	-0.02	30.81		

* water removed from system and not returned

denniston overflow

Denniston Samples 3009.33 gal/day

Nunes Samples 8750.33 gal/day

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	0.000	2.690	2.690	0.973	0.017	0.020	0.000	0.014	-0.258	3.457		
FEB	0.000	2.450	2.450	0.000	0.009	0.216	0.002	0.014	0.562	3.253		
MAR	0.659	2.110	2.769	0.000	0.009	0.007	0.002	0.014	-0.416	2.385		
APR	1.027	1.790	2.817	0.000	0.004	0.000	0.000	0.014	0.193	3.028		
MAY	0.675	2.490	3.165	0.000	0.006	0.005	0.000	0.014	-0.084	3.106		
JUN	0.103	2.460	2.563	0.000	0.005	0.067	0.000	0.014	0.412	3.061		
JUL	0.140	2.800	2.940	0.054	0.010	0.046	0.000	0.014	0.032	3.095		
AUG	0.000	2.910	2.910	0.000	0.004	0.023	0.000	0.114	-0.055	2.996		
SEP	0.000	2.440	2.440	0.000	0.003	0.347	0.000	0.014	0.088	2.892		
OCT	0.000	2.020	2.020	0.013	0.012	0.050	0.000	0.140	-0.087	2.148		
NOV	0.000	1.460	1.460	0.000	0.006	0.758	0.000	0.039	-0.080	2.183		
DEC	0.120	1.720	1.840	0.018	0.005	0.050	0.000	0.014	0.257	2.185		
TOTAL	2.72	27.34	30.06	1.06	0.09	1.59	0.00	0.42	0.56	33.79		

Dec-15

Coastside County Water District Monthly Discharge Report

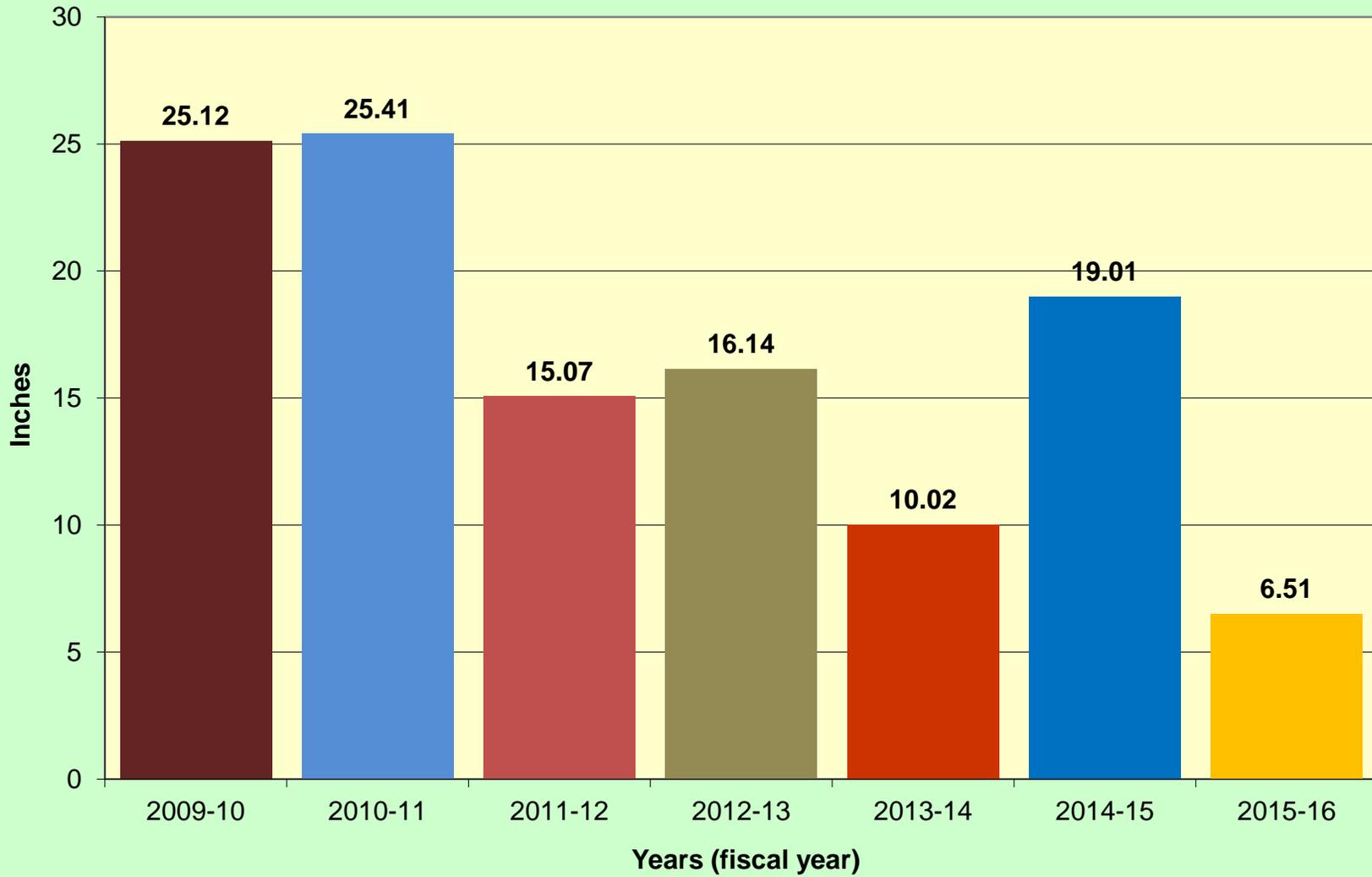
EMERGENCY MAIN AND SERVICE REPAIRS

ID	Date Reported Discovered	Date Repaired	Location	Pipe Class	Pipe Size & Type	Estimated Water Loss (Gallons)*	Environmental Damage? Y/N**	If Yes chlorine residual after dechlor	Equipment Costs	Material Costs	Employee hours		Labor Costs	Total Costs
											Staff	Hours		
1	12/27/2015	12/27/15	400 Church Street	s	2" Galv	40,000	N	N/A	\$1,050.00	\$369.00	3	7	\$1,575	\$2,994.00
2													\$0.00
3														\$0.00
4														\$0.00
5														\$0.00
6														\$0.00
7														\$0.00
8														\$0.00
Totals						40,000			\$1,050.00	\$369.00	3	7	\$1,575	\$2,994.00
*includes 1,000 gallons for mains to daylight plus 1,000 gallons to flush mains or 100 gallons to flush services									** If Yes, include photos of damage			Staff x hours = 21		

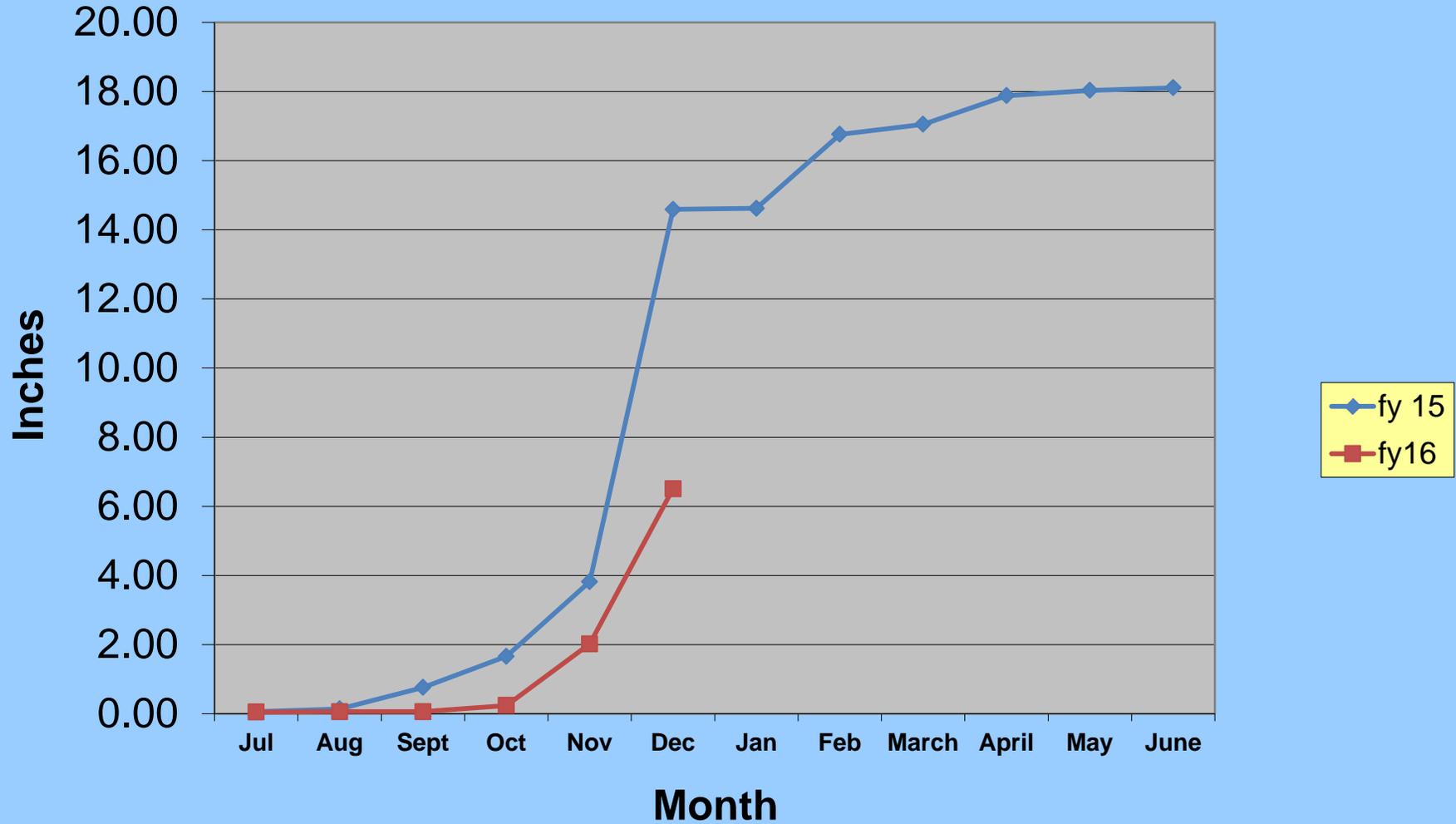
Dec-15										
PLANT OR TANK DISCHARGE AND NEW WATER LINE FLUSHING REPORT								OTHER DISCHARGES		
	Date	Project/Location	Pipe Size & Type	Estimated Water Flushed (Gallons)	Chlorine Residual after dechlor	pH	Duration of Discharge (minutes)	Total Volumes (gallons)		
1	10-14 Dec	Denniston Drying Beds		45,120	0.04		5640	Flushing Program		
2	22-28 Dec	Denniston Drying Beds		71040	0.03		8880	Reservoir Cleaning		
3								Automatic Blowoffs	21600	
3								Dewatering Operations		
4								Other (includes flow testing)		
DEWATERING OPERATIONS GREATER THAN 350,000 GALLONS (requires prenotification to CWRCB)								Number of planned or emergency discharges greater than 50,000 gallons		
	Date	Location	Volume	pH			Chlorine Residual after dechlor			Duration (min)
				5 min	20 min	end	5 min	20 min	end	
1										
2										
ANNUAL REPRESENTATIVE MONITORING										PLANNED DISCHARGES GRAND TOTAL (MG)
	Date	Location	Volume (gal)	pH	Chlorine Residual after dechlor (ppm)					
1	31-Dec-15	Highway 92 Blow-off	5,400	8.3	0.06					0.138

Rain Totals

Fiscal Years 10 - 16



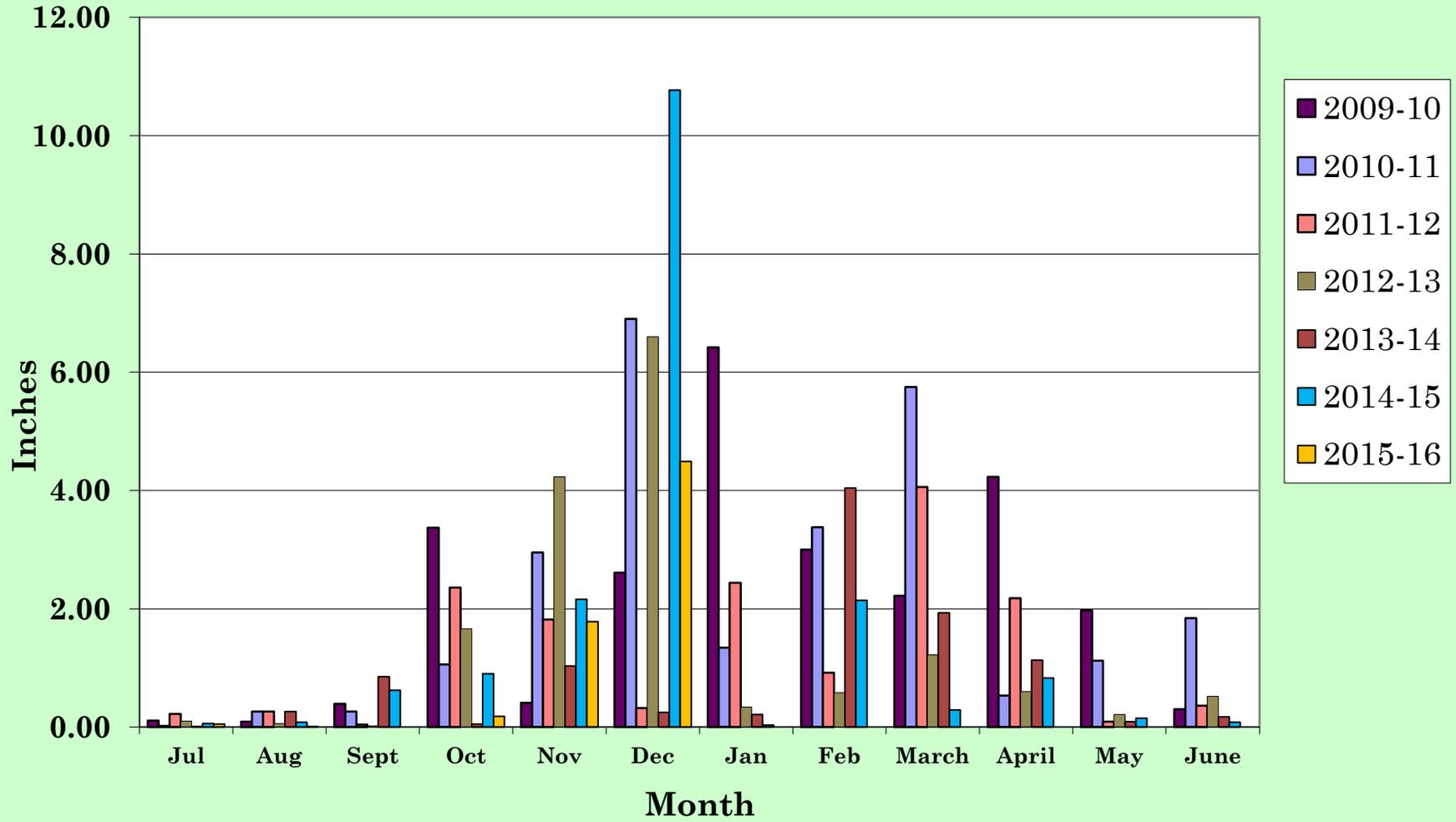
Rainfall Total Comparison Fiscal Years 15 and 16



Coastside County Water District

Rainfall by Month

Fiscal Years 09 - 15



MONTHLY CLIMATOLOGICAL SUMMARY for DEC. 2015

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	51.8	61.7	1:30p	45.6	12:00m	13.2	0.0	0.00	2.7	18.0	1:30a	E
2	52.5	61.3	2:30p	44.7	12:00m	12.5	0.0	0.00	1.4	15.0	2:30p	E
3	52.8	61.3	9:30a	43.9	1:30a	12.2	0.0	0.37	2.8	24.0	10:00a	SSW
4	50.3	61.2	3:00p	43.1	12:00m	14.7	0.0	0.02	0.7	7.0	12:00p	ENE
5	51.9	59.6	12:30p	43.1	12:30a	13.1	0.0	0.00	0.6	9.0	8:00a	E
6	57.6	60.8	2:30p	45.1	1:30a	7.4	0.0	0.14	1.4	11.0	2:30a	SSW
7	57.0	64.7	3:00p	53.4	12:00m	8.0	0.0	0.02	0.1	7.0	12:00m	ENE
8	57.1	64.4	1:00p	50.6	2:30a	7.9	0.0	0.00	0.8	8.0	8:30a	E
9	58.0	63.2	1:30p	52.3	7:30a	7.0	0.0	0.01	0.5	8.0	11:00p	WSW
10	56.4	62.4	1:00p	50.0	12:00m	8.6	0.0	0.44	2.2	19.0	6:00a	SSW
11	51.9	57.5	1:00p	46.3	8:30a	13.1	0.0	0.10	1.1	14.0	2:30a	NE
12	53.5	59.7	1:00p	43.9	8:00a	11.5	0.0	0.00	1.4	11.0	2:30a	NE
13	52.4	56.8	9:30a	49.1	4:30p	12.6	0.0	0.33	4.4	32.0	10:00a	NE
14	51.0	56.4	3:00p	43.8	12:00m	14.0	0.0	0.00	3.3	17.0	8:00p	NE
15	46.6	57.6	3:30p	37.7	12:00m	18.4	0.0	0.00	2.2	18.0	10:00a	NE
16	45.3	58.7	12:30p	35.8	5:00a	19.7	0.0	0.00	1.1	9.0	3:00a	E
17	49.0	61.4	2:30p	39.3	5:00a	16.1	0.0	0.00	0.6	7.0	12:30a	W
18	52.5	61.0	1:00p	42.4	4:30a	12.5	0.0	0.38	1.6	14.0	2:00p	SSW
19	49.9	55.9	2:00p	41.5	11:00p	15.1	0.0	0.09	0.9	11.0	12:30p	ENE
20	49.1	56.9	10:30p	39.2	5:30a	15.9	0.0	0.89	2.4	15.0	1:30p	SSW
21	56.3	58.0	11:30a	53.5	5:00a	8.7	0.0	1.13	3.9	16.0	4:00p	WSW
22	56.5	59.2	2:30p	52.6	11:30p	8.5	0.0	0.23	3.9	21.0	4:30a	W
23	51.2	55.7	2:30p	44.5	10:00p	13.8	0.0	0.00	2.3	17.0	3:30p	NE
24	48.0	53.1	2:00p	40.3	12:00m	17.0	0.0	0.25	2.0	18.0	2:30a	W
25	43.2	53.9	3:00p	36.4	10:30p	21.8	0.0	0.03	1.2	12.0	2:00p	E
26	44.2	54.3	2:30p	35.1	11:00p	20.8	0.0	0.00	2.5	17.0	11:00a	E
27	42.6	53.5	3:00p	33.6	2:00a	22.4	0.0	0.02	1.4	12.0	5:30p	E
28	43.7	50.9	3:30p	37.5	12:00m	21.3	0.0	0.02	3.1	17.0	3:30a	E
29	43.3	56.8	2:30p	35.5	3:00a	21.7	0.0	0.01	0.7	9.0	2:30p	E
30	44.3	55.3	12:30p	35.0	3:00a	20.7	0.0	0.01	2.0	21.0	11:30p	E
31	46.7	52.7	2:00p	42.4	8:00a	18.3	0.0	0.00	4.0	18.0	9:30a	E
	50.5	64.7	7	33.6	27	448.5	0.0	4.49	1.9	32.0	13	E

Max >= 90.0: 0
 Max <= 32.0: 0
 Min <= 32.0: 0
 Min <= 0.0: 0

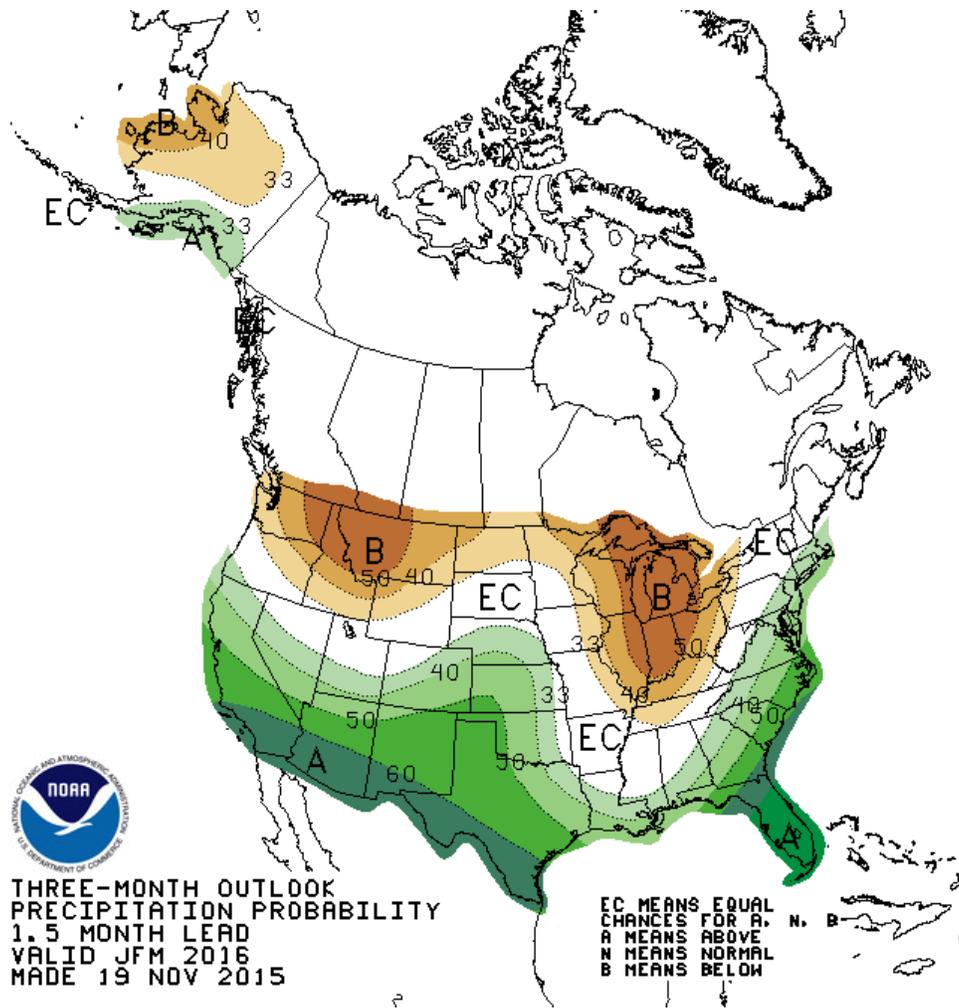
Max Rain: 1.13 ON 12/21/15
 Days of Rain: 16 (>.01 in) 9 (>.1 in) 1 (>1 in)
 Heat Base: 65.0 Cool Base: 65.0 Method: Integration

STATION (Climatological)		MONTH		RIVER		STANDARD TIME IN USE		NORMAL POOL STAGE																	
STATE		COUNTY		PRECIPITATION		PRECIPITATION		PRECIPITATION																	
CA		San Mateo		16:00		16:00		16:00																	
TIME (local) OF OBSERVATION		ELEVATION OF RIVER		FLOOD STAGE		FLOOD STAGE		FLOOD STAGE																	
TYPE OF RIVER GAGE		GAGE ZERO		GAGE ZERO		GAGE ZERO		GAGE ZERO																	
DATE	TEMPERATURE		24 HR AMOUNTS		AT OB		PRECIPITATION		WEATHER (Observation Day)		RIVER STAGE		REMARKS (SPECIAL OBSERVATIONS, ETC.)												
	MAX	MIN	in	mm	Snow, ice pellets, hail (in and tenths)	Snow, ice pellets, hail (in and tenths)	Draw a straight line (—) through hours precipitation was observed, and a wavy line (~~~~) through hours precipitation probably occurred unobserved	A.M.	NOON	P.M.	Fog	Ice pellets		Glaze	Thunder	Hail	Damaging Winds	Time of occurrence if different from above	Condition	Gage reading at ____ AM	Tendency				
1																									
2	62	43	61	0.00																					
3	62	41	58	0.35																					
4	58	39	57	0.01																					
5	58	38	56	0.00																					
6	60	44	59	0.18																					
7	60	54	59	0.05																					
8	62	48	62	0.00																					
9	62	46	60	0.00																					
10	61	53	59	0.35																					
11	59	45	56	0.26																					
12	59	41	57	0.00																					
13	57	50	53	0.35																					
14	56	48	55	0.02																					
15	57	39	57	0.00																					
16	57	33	55	0.00																					
17	58	36	58	0.00																					
18	60	39	58	0.00																					
19	58	46	53	0.57																					
20	56	35	52	0.14																					
21	58	50	56	1.68																					
22	59	55	57	0.76																					
23	57	47	54	0.04																					
24	54	43	50	0.25																					
25	53	37	52	0.06																					
26	53	33	53	0.00																					
27	53	31	50	0.00																					
28	51	39	51	0.07																					
29	54	30	53	T																					
30	54	32	52	0.02																					
31	52	43	50	T																					
	57.3	41.9	SUM	5.16																					
CONDITION OF RIVER AT GAGE		READING		DATE		CHECK BAR (for wire weight) NORMAL CHECK BAR		OBSERVER																	

A. Obstructed by rough ice
B. Frozen, but open at gage
C. Upper surface smooth ice
D. Ice gorge above gage
E. Ice gorge below gage
F. Shore ice
G. Floating ice
H. Pool stage

San Francisco Public Utilities Commission Hydrological Conditions Report For November 2015

J. Chester, C. Graham, A. Mazurkiewicz, & M. Tsang, December 14, 2015



The National Weather Service's Climate Prediction Center continues to provide an optimistic seasonal outlook for precipitation in the upcoming January through March 2016 period. The map above provides the probability level of areas being above or below normal precipitation for the time period. For the Tuolumne River basin there is between a 40% and 50% probability of the January through March period having above normal precipitation.

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

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	261,505		340,830		79,325		76.8%
Cherry ²	76,057		268,810		192,753		28.3%
Lake Eleanor ³	4,931		21,495		16,564		22.9%
Water Bank	176,381		570,000		393,619		30.9%
Tuolumne Storage	518,874		1,201,135		682,261		43.2%
Local Bay Area Storage							
Calaveras ⁴	19,440	6,335	96,824	31,550	77,384	25,215	20.1%
San Antonio	43,840	14,285	50,496	16,454	6,656	2,169	86.8%
Crystal Springs	48,169	15,696	58,377	19,022	10,208	3,326	82.5%
San Andreas	17,344	5,652	18,996	6,190	1,652	538	91.3%
Pilarcitos	2,012	656	2,995	976	982	320	67.2%
Total Local Storage	130,805	42,623	227,688	74,192	96,882	31,569	57.4%
Total System	662,027		1,201,135		779,143		45.5%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates de-activated.

² Maximum Cherry Reservoir storage with flash-boards removed.

³ Maximum Lake Eleanor storage with flash-boards removed.

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

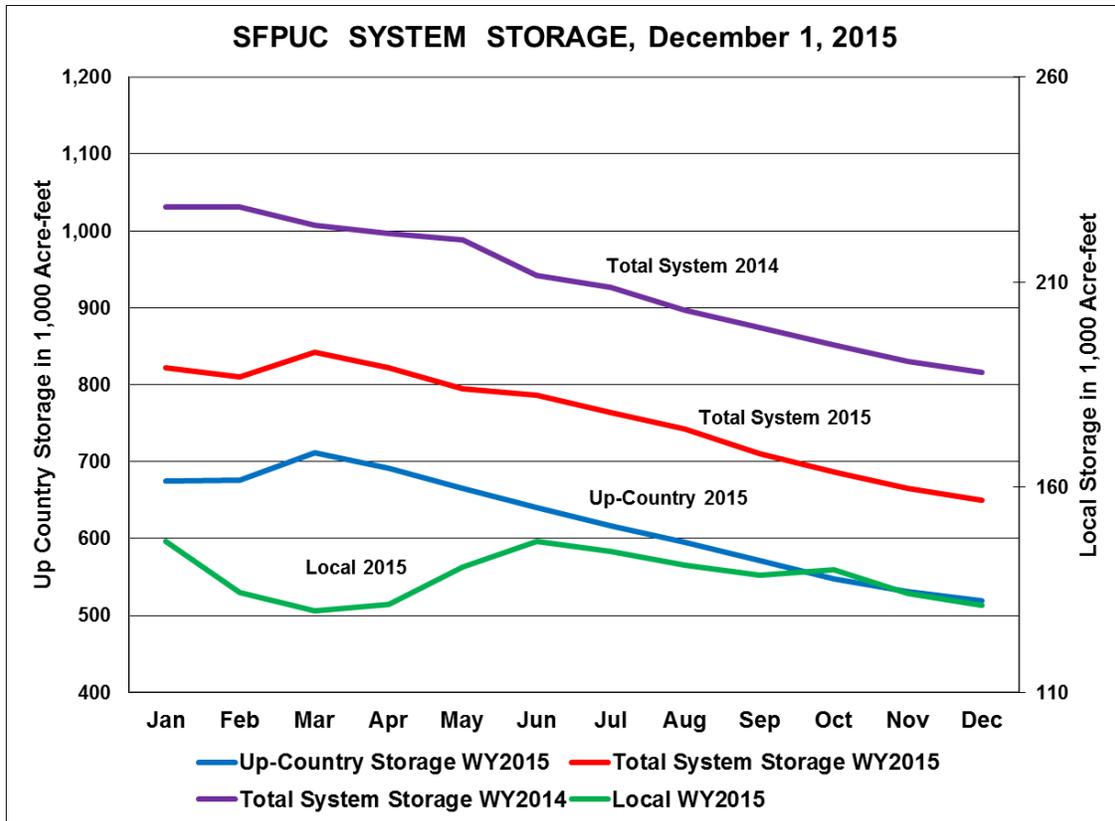


Figure 1: Monthly system storage for calendar year 2015

Hetch Hetchy System Precipitation Index ^{5/}

Current Month: The November six-station precipitation index was 4.22 inches, or 104.0% of the average index for the month.

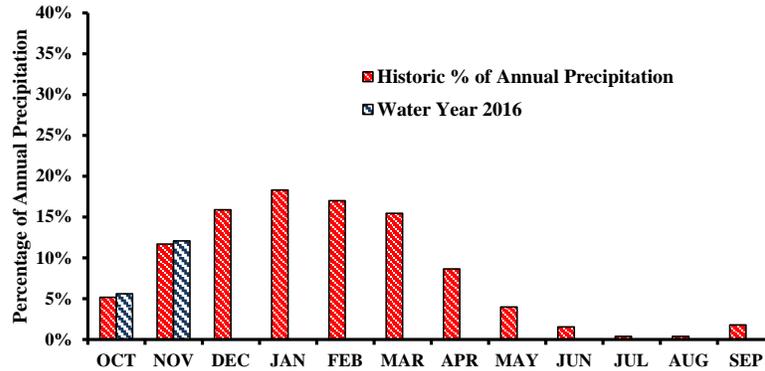


Figure 2: Monthly distribution of the Hetch Hetchy Six-station precipitation index as percent of the annual average precipitation.

Cumulative Precipitation to Date: The accumulated six-station precipitation index for water year 2016 is 6.23 inches, which is 17.5% of the average annual water year total, or 105.1% of average annual to date. Hetch Hetchy received 3.78 inches of precipitation in November, for a water year total of 6.65 inches. The cumulative Hetch Hetchy precipitation is shown in Figure 3 in red.

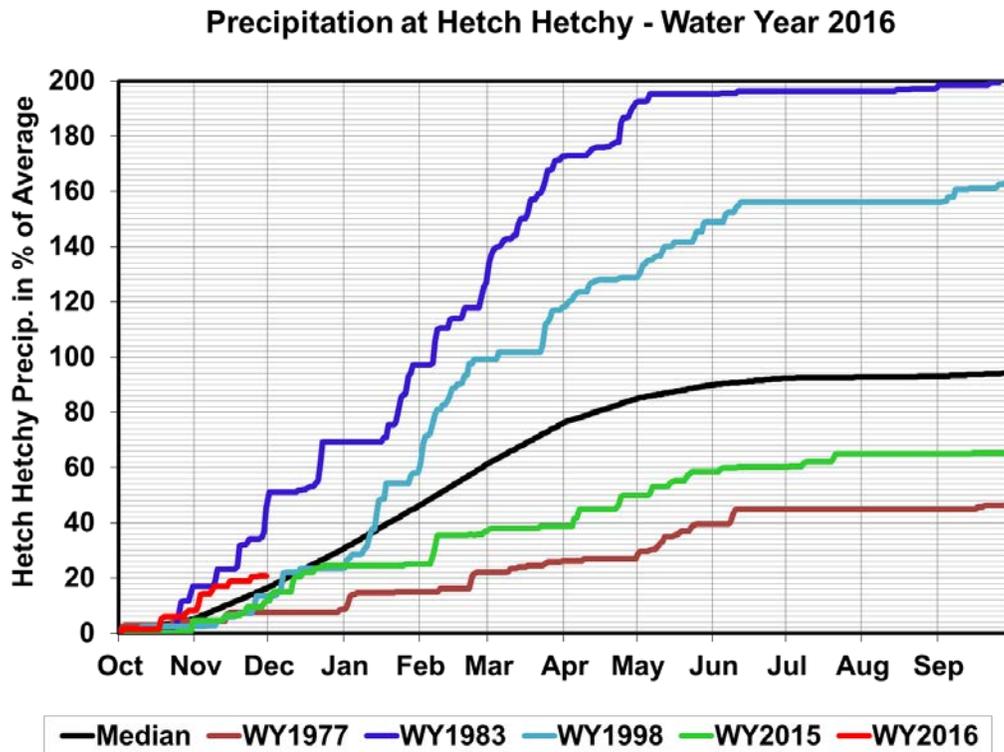


Figure 3: Water year 2016 cumulative precipitation measured at Hetch Hetchy Reservoir through November 30th, 2015. Precipitation at the Hetch Hetchy gauge for wet, dry, median, and WY 2015 are included for comparison purposes. WY1998 is also included as a comparison.

^{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 November 30th is summarized below in Table 2.

Table 2 Unimpaired Inflow Acre-Feet								
	November 2015				October 1, 2015 through November 30, 2015			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	16,461	5,882	13,034	126.3%	22,300	10,442	19,735	113.0%
Inflow to Cherry Reservoir and Lake Eleanor	13,386	7,244	14,773	80.6%	13,854	11,983	21,064	65.8%
Tuolumne River at La Grange	36,680	20,372	44,756	82.0%	47,990	39,104	62,555	76.7%
Water Available to the City	0	0	12,648	0.0%	0	0	15,333	0.0%

⁶ Hydrologic Record: 1919 – 2015

Hetch Hetchy System Operations

Draft and releases from Hetch Hetchy Reservoir during the month of November totaled 16,461 acre-feet to meet SJPL deliveries and instream release requirements.

The instream release schedule at Hetch Hetchy Reservoir for the month of November was year type C (dry conditions). This year type is based upon accumulated runoff from October 1st, 2014 through July 31, 2015. The instream release requirement from Hetch Hetchy Reservoir was 35 cfs throughout November. The water year type will remain type C until December 31, 2015, when it will be re-evaluated based on precipitation to date of water year 2016. Hetch Hetchy releases for December will be 35cfs.

7,708 acre-feet of draft was made from Cherry Reservoir during the month of November to meet senior water right obligations and instream release requirements. No water was transferred from Lake Eleanor to Cherry Reservoir in November. The required minimum instream release from Lake Eleanor and from Cherry Reservoir was 5 cfs during November. Instream flow requirements from each reservoir for the month of December are 5 cfs.

Local System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for the month was 41 MGD. The Sunol Valley Water Treatment Plant (SVWTP) average production for November was 7 MGD. Beginning November 2nd the Lower Cherry Aqueduct operation ended, the SVWTP returned to local reservoir draft.

Local System Water Delivery

The average November delivery rate was 152 MGD which is an 18% decrease below the October delivery rate of 186 MGD.

Local Precipitation

The local area watersheds experienced wetter weather during the month. The November 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	2.74	57%	2.95	42%
Lower Crystal Springs	2.14	63%	2.18	45%
Calaveras	2.83	106%	3.00	80%

⁷ WY 2016: Oct. 2015 through Sep. 2016.

Snowmelt and Water Supply

Water year 2016 precipitation continued to stay on track for “average” accumulation. Small storm events have occurred every 7 to 10 days over the past month. These events have had cold temperatures resulting in low snowlines and moderated river flows. As a result, the seasonal snowpack has begun to accumulate but the moderated increase in river flows has not resulted in water becoming available to the City (Figure 5). Storage levels within the Hetch Hetchy Regional Water System remain substantially above the previous drought period of 1987-1992 where system storage fell below 30% of capacity at times.

The extensive media coverage of the warm Pacific Ocean temperatures, El Nino, and the potential association with storm events has resulted in much anticipation of a wet winter. Historically, El Nino conditions have not always led to above normal precipitation conditions in the Tuolumne Basin or the San Francisco Bay Area. However, the National Weather Service’s Climate Prediction Center continues to forecast the chance for above normal precipitation conditions for the winter period.

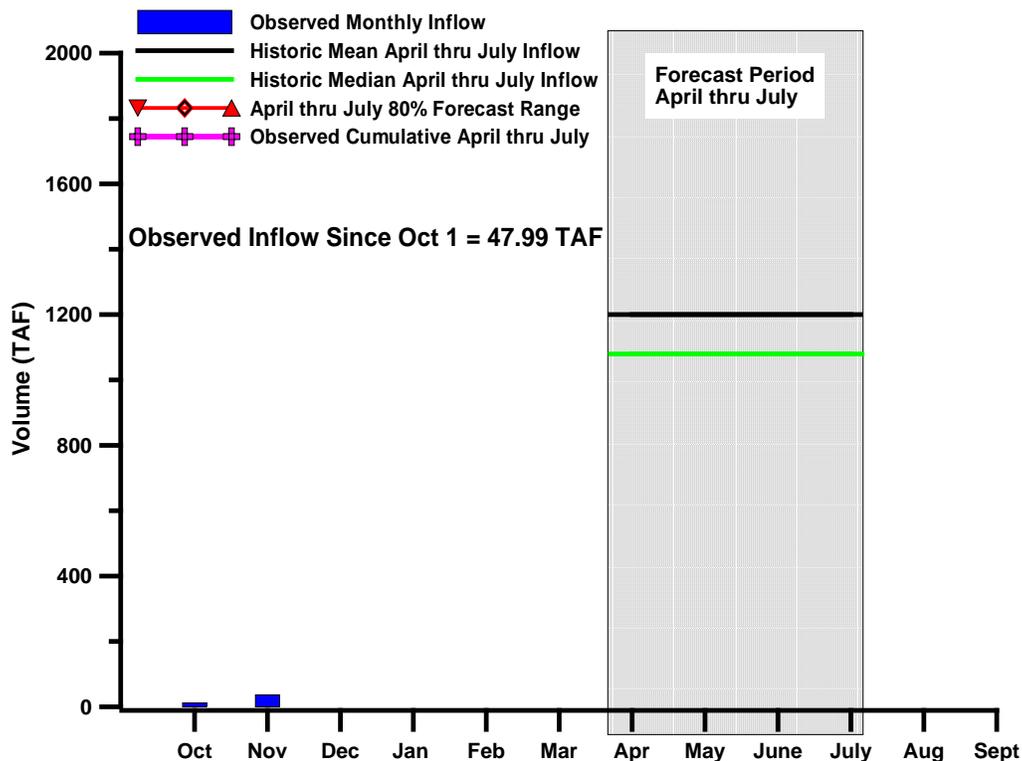


Figure 4: Water year 2016 conditions for the Tuolumne River at La Grange.

Unimpaired Flow at La Grange & Water Available to the City

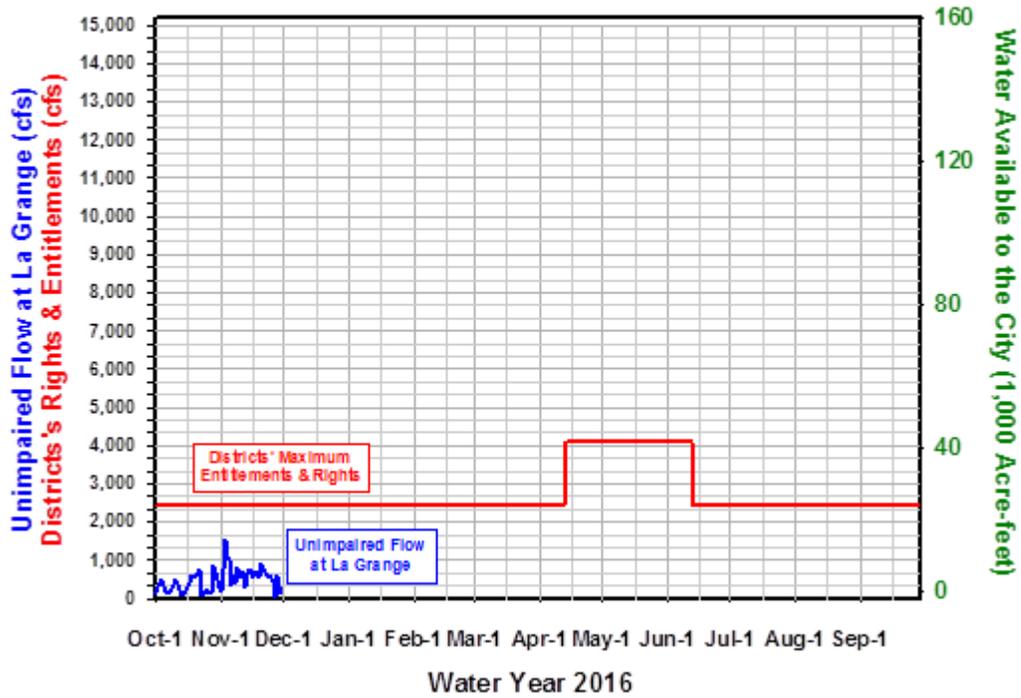


Figure 5: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. No water has become available to the City during water year 2016.

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

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: January 12, 2016

Report

Date: January 6, 2016

Subject: El Granada Pipeline Replacement Final Phase Project
Award of Contract to EKI for Engineering Services During
Construction and Construction Management

Recommendation:

Authorize the General Manager to execute a professional services agreement with Erler & Kalinowski, Inc. (EKI) for engineering services during construction and construction management on the El Granada Pipeline Replacement Final Phase Project (Project) for a time-and-materials cost not to exceed \$133,200.

Background:

EKI prepared plans and specifications for the Project, which will begin construction in February 2016. At the District's request, EKI has submitted the attached proposal for the necessary construction management and engineering services during construction.

Staff recommends awarding this work to EKI based on their experience with the Project and their past history of successfully providing similar services for other District projects.

Fiscal Impact:

Cost of \$133,200, included in the approved Capital Improvement Program funding for the Project.

Draft - 17 December 2015

VIA ELECTRONIC MAIL

Mr. David Dickson
General Manager
Coastside County Water District
766 Main St.
Half Moon Bay, CA 94019

Subject: Proposal for Engineering Services during Construction and Construction Management of the El Granada Pipeline Replacement Final Phase Project Coastside County Water District, Half Moon Bay, California (A90031.07)

Dear Mr. Dickson:

Erler & Kalinowski, Inc. (“EKI”) is pleased to provide this proposal to Coastside County Water District (“District”) for engineering services during construction and professional construction management services for the District’s El Granada Pipeline Replacement Final Phase Project (“Project”). This proposal has been prepared in response to the District’s request.

EKI proposes teaming with Coastland Civil Engineering, Inc. to provide full-time construction observation and inspection, Bennett Trenchless Engineers to provide engineering services and specialty inspection related to the horizontal directional drilling (“HDD”) installation, and Garcia and Associates to provide archaeological and paleontological resources pre-work training. EKI, Coastland Civil Engineering, Inc., Bennett Trenchless Engineers, and Garcia and Associates are collectively referred to herein as the “EKI team.”

PROPOSED SCOPE OF WORK

Task 1: Pre-Construction Meeting

The EKI team will attend one preconstruction meeting. EKI will prepare the meeting agenda and distribute meeting notes. The EKI team’s construction manager will provide a draft of the minutes to the District to review and will incorporate the District’s comments into the final meeting minutes before distributing to the meeting attendees.



Task 2: Engineer Services during Construction

EKI will provide engineering assistance to the District during project construction that includes:

- Preparation of Conformed Construction Drawings: EKI will prepare conformed contract documents that incorporates the three addendums issued during the bidding period. EKI will provide five (5) hardcopies and a PDF copy of full-size conformed plans (22 x 34) and specifications.
- Review of Contractor Submittals and Resubmittals: The EKI team will review and respond to contractor submittals and resubmittals. For budgeting purposes, we have assumed 25 submittals and 25% resubmittals. Bennett Trenchless Engineers will review the submittals related to the HDD installation, high density polyethylene (“HDPE”) pipe, contact grouting, and HDD guidance. The EKI team will track the submittals and resubmittals and maintain submittal logs.
- Preparation of Responses to Requests for Information: The EKI team will review and respond to contractor requests for information (“RFIs”). For budgeting purposes, we have assumed 10 RFIs. Bennett Trenchless Engineers will review the submittals related to the HDD installation. The EKI team will track RFIs and maintain RFI logs.
- Preparation of Responses to Potential Contract Change Orders: The EKI team will prepare responses to potential contract change orders (“CCOs”). For budgeting purposes, we have assumed 2 CCOs. Review and negotiation of CCOs is included in Task 3.
- Preparation of Record Drawings: EKI will prepare Record Drawings based on contractor-redlined, as-built drawings. EKI will provide one draft of the Record Drawings in electronic format to the District for review and comment. EKI will incorporate one round of District staff comments into the final Record Drawings.

Task 3: Construction Management

The EKI team will provide the following construction management support services:

- Project Coordination and Management: The EKI team will assist with coordinating the Project’s various interested parties, including the District’s biologist, the archaeologist, private property owners, utilities, the City of Half Moon Bay, and other permitting agencies.
- Management Public Outreach: The EKI team will work with District staff on public notification and interface, including setting up and monitoring a project hotline. The EKI team will manage the public outreach, including preparing and distributing notices, one-on-one communications, and receiving and responding to calls on the project hotline



during normal business hours. The EKI team will provide daily updates by electronic email to the District regarding calls received, issues and resolutions, and any further action required of the District. An electronic log will be maintained and shared with the District.

- Cultural Resources Training: Per the conditions of the Project's Coastal Development Permit (PDP-15-074), the EKI team will provide pre-work archeological and paleontological resources training to all workers so that in the event that soil disturbance uncovers buried archaeological deposits or paleontological resources, workers are aware of what these may look like and what they need to do. The cultural resources expert will also prepare a training brochure for reference and manage the training sign-in sheet. EKI assumes the biological training and monitoring required by the Coastal Development Permit will be provided by the District.
- Review Change Order Requests: When requested in writing by the District, the EKI team will review change order requests and will be available to assist the District with negotiating with the Contractor. Preparation of responses to potential change orders is included under Task 2.
- Resolve Conflicts: The EKI team will assist the District in resolving potential conflicts before they become a major issue or are elevated to higher levels within the District.
- Review Monthly Progress Payment Requests: The EKI team will evaluate the Contractor's monthly progress payment requests and recommend payment if Contract Document requirements are met. The EKI team will compare requested quantities with the actual quantities satisfactorily completed and negotiate the appropriate progress payment request with the Contractor. For budgeting purposes, we have assumed three progress payment requests.
- Field Observation: The EKI team's team will provide a resident project representative ("RPR") on site full time during active construction. For budgeting purposes, we have assumed that approximately 30 working days (6 weeks) of active field work will occur. The EKI team's construction manager will perform regular site visits to coordinate with the District, RPR, and Contractor. The RPR perform the following tasks:
 - Observe all construction activities including taking photo documentation of progress;
 - Inspect the contractor's work for conformance to the contract documents, permits, codes, regulations, and City of Half moon Bay standards on a daily basis;
 - Maintain a parallel set of redline drawings in order to review the contractor prepared redline drawings;
 - Monitor traffic control procedures;
 - Inspect and regularly check compliance with the stormwater pollution control plan;



- Prepare a daily field report documenting site conditions, contractor personnel and equipment, work completed, identify any issues including resolution, and other pertinent information;
 - Provide a weekly summary of progress that will include copies of the daily field reports and an executive summary;
 - Track quantities of work completed to assist in the review of the monthly progress pay estimates; and
 - Provide daily updates to the EKI team's construction manager.
- **HDD Inspection:** The EKI team will provide full-time inspection by its specialty HDD inspector during drilling of the pilot bore and pipe pullback. For budgeting purposes, we have assumed that four 12-hour days of pilot bore drilling and pipe pullback will occur. To be cost-effective, the HDD inspector will not be on-site during the reaming phase. During pilot bore drilling, the HDD inspector will take readings directly from the Contractor's instruments and observe the soils in the separation plant. During pipe pullback, the HDD inspector will collect measurements from the pipe fusion and monitor conformance with the Contract Documents.
 - **Attend Progress Meetings:** The EKI team's construction manager will schedule, organize, and lead up to six weekly progress meetings. The RPR will also attend all weekly meetings. The purpose of the weekly meeting will be to review construction progress, coordinate with District staff, and address key project issues. The EKI team will prepare meeting agendas and minutes. The EKI team's construction manager will provide a draft of the minutes to the District to review and will incorporate the District's comments into the final meeting minutes before distributing to the meeting attendees.

Task 4: Project Closeout

The EKI team will schedule and coordinate final inspections of the Project and will prepare a punchlist. The EKI team will coordinate with the contractor to resolve punchlist items, including working with District engineering and operations staff to verify that punchlist items have been satisfactorily resolved.

PROJECT SCHEDULE

Construction is anticipated to begin on 13 January 2016. Consultant will provide its services through a total of 120 workdays from when the District issues the Notice to Proceed to the District selected construction contractor.



COMPENSATION FOR CONSULTING SERVICES

On the basis of the proposed Scope of Work described above, we propose a time and materials budget of \$133,200 for the completion of Tasks 1 through 4, as detailed in Table 1, which will not be exceeded without additional authorization from the District.

Thanks you for the opportunity to work with the District on this project. Please contact Jonathan Sutter at 650-292-9099 with any questions.

Very truly yours,

ERLER & KALINOWSKI, INC.

Stephen A. Tarantino, P.E.
Vice President

Jonathan Sutter, P.E.
Project Manager

TABLE

Table 1 Estimated Cost for Completion of the Proposed Scope of Work

ATTACHMENTS

Attachment 1 EKI Schedule of Charges, dated 2 January 2016

TABLE 1
ESTIMATED BUDGET FOR ENGINEERING SERVICES DURING CONSTRUCTION AND CONSTRUCTION MANAGEMENT
El Granada Pipeline Replacement Final Phase
 Coastside County Water District, Half Moon Bay, California

TASKS	ESTIMATED LABOR (Hours)						TOTAL LABOR LABOR COST (\$)	EXPENSES AND ADMINISTRATION				ESTIMATED COST		
	Personnel & Rates (\$/hr)							UNIT	QNTY	UNIT COST COST (\$)	10% Markup MARKUP (\$)	TOTAL COST PER PER ITEM (\$)	SUB TOTALS TOTALS (\$)	
	EKI		Jonathan Sutter, P.E.	Nelson Schlater, P.E.	Stephen Tarantino, P.E.	Matthew Wallin, P.E.								Stewart Ayers
	Administrative	CAD												
	93	126	164	245	265	242	152							
Task 1 – Preconstruction Meeting														
Prepare Agenda for Preconstruction Meeting			2		0.5								\$461	
Attend Preconstruction Meeting			2		2		2						\$1,162	
Develop and distribute meeting minutes			2		1								\$593	
Communications Fee (EKI Labor Only)								-	4%	\$1,912			\$76	
Subtotal Labor Hours - Task 1			6		4		2						\$2,215	
													Estimated Cost - Task 1	
													\$2,300	
Task 2 - Engineering Services During Construction														
Prepare conformed construction documents			2	1				ls	1	\$500.00	\$50		\$1,123	
Review Contractor submittals and resubmittals (assume 25 submittals + 25% resubmittals)	4		75	25		42							\$28,961	
Prepare Responses to Requests for Information (assume 10 RFIs)	2		24	8	2	8							\$8,548	
Prepare responses to potential contract change orders (assume 2 change orders)			16	8	2								\$5,114	
Prepare Record Drawings														
Prepare Draft Record Drawings		10	10	2									\$3,390	
Prepare Final Record Drawings incorporating Town comments	1	4	4										\$1,253	
Communications Fee (EKI Labor Only)								-	4%	\$35,739			\$1,430	
Subtotal Labor Hours - Task 2	7	14	131	44	4	50							\$47,839	
													Estimated Cost - Task 2	
													\$49,800	
Task 3 - Construction Management														
Project Coordination and Management			16		2								\$3,154	
Develop and manage public outreach (distribution of materials and response to complaints in full-time inspection task)			4		2								\$1,186	
Cultural Resources Training			2					ls	1	\$1,400	\$140		\$1,868	
Review & Negotiate Change Order Requests (Assume 2 change orders)			16	4	2								\$4,134	
Resolve Conflicts (Assumed Allowance)			16	4	2								\$4,134	
Review monthly progress payment requests (assume 3 progress payment requests)			6		3								\$1,779	
Full time inspection (Assume 8-hours per day, 6 weeks active construction) plus vehicle charge						240		hour	240	\$14.00	\$336		\$40,128	
HDD Inspection (on-site inspection for pilot bore and pullback only; 4 days at 12 hours/day)						52		ls	1	\$1,401	\$140		\$14,125	
As-needed site visits (Allowance)			8		2								\$1,842	
Progress Meetings (Weekly meetings during 6 weeks of active construction)														
Prepare agendas and minutes			9	3	2								\$2,741	
Attend meetings (Time for Mr. Ayers included in full time inspection)			9										\$1,476	
Communications Fee (EKI Labor Only)								-	4%	\$20,774			\$831	
Subtotal Labor Hours - Task 3			86	11	15	52	240						\$69,790	
													Estimated Cost - Task 3	
													\$77,400	
Task 4- Project Closeout														
Final Inspection			4				4						\$1,263	
Develop and Manage Punchlist			4	1	1		8						\$2,380	
Communications Fee (4%)								-	4%	\$1,822			\$73	
Subtotal Labor Hours - Task 4			8	1	1		12						\$3,644	
													Estimated Cost - Task 4	
													\$3,700	
Total Labor Hours	7	14	231	56	24	102	254						\$123,488	
													Total Estimated Cost	
													\$133,200	



Attachment 1

EKI Schedule of Charges, dated 2 January 2016



Proposal/Agreement Date:

EKI Project # B6-002

SCHEDULE OF CHARGES FOR ERLER & KALINOWSKI, INC.

2 JANUARY 2016

Personnel Classification

Hourly Rate

Officer and Chief Engineer-Scientist	265
Principal Engineer-Scientist	255
Supervising Engineer-Scientist	245
Senior I, Engineer-Scientist	224
Senior II, Engineer-Scientist	209
Associate I, Engineer-Scientist	199
Associate II, Engineer-Scientist	186
Engineer-Scientist, Grade 1	174
Engineer-Scientist, Grade 2	164
Engineer-Scientist, Grade 3	152
Engineer-Scientist, Grade 4	131
Engineer-Scientist, Grade 5	114
Engineer-Scientist, Grade 6	102
Technician	94
CADD / GIS Operator	106
Administrative Assistant	93
Secretary	77

Direct Expenses

Reimbursement for direct expenses, as listed below, incurred in connection with the work will be at cost plus ten percent (10%) for items such as:

- a. Maps, photographs, reproductions, printing, equipment rental, and special supplies related to the work.
- b. Consultants, soils engineers, surveyors, drillers, laboratories, and contractors.
- c. Rented vehicles, local public transportation and taxis, travel and subsistence.
- d. Special fees, insurance, permits, and licenses applicable to the work.
- e. Outside computer processing, computation, and proprietary programs purchased for the work.

A Communication charge for e-mail access, web conferencing, cellphone calls, messaging and data access, file sharing, local and long distance telephone calls and conferences, facsimile transmittals, standard delivery U.S. postage, and incidental in-house copying will be charged at a rate of 4% of labor charges. Large volume copying of project documents, e.g., bound reports for distribution or project-specific reference files, will be charged as a project expense as described above.

Reimbursement for company-owned automobiles, except trucks and four-wheel drive vehicles, used in connection with the work will be at the rate of sixty cents (\$0.60) per mile. The rate for company-owned trucks and four-wheel drive vehicles will be seventy-five cents (\$0.75) per mile. There will be an additional charge of thirty dollars (\$30.00) per day for vehicles used for field work. Reimbursement for use of personal vehicles will be at the federally allowed rate plus ten percent (10%).

CADD Computer time will be charged at twenty dollars (\$20.00) per hour. In-house material and equipment charges will be in accordance with the current rate schedule or special quotation. Excise taxes, if any, will be added as a direct expense.

Rate for professional staff for legal proceedings or as expert witnesses will be at a rate of one and one-half times the Hourly Rates specified above.

The foregoing Schedule of Charges is incorporated into the Agreement for the Services of Erler & Kalinowski, Inc. and may be updated annually.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: January 12, 2016

Report

Date: January 6, 2016

Subject: El Granada Pipeline Replacement Final Phase Project
Award of Construction Contract to Stoloski & Gonzales, Inc.

Recommendation:

Authorize the General Manager to execute a contract with Stoloski & Gonzales, Inc. for construction of the El Granada Pipeline Replacement Final Phase Project (Project), for the lump sum amount of \$661,336.

Background:

The Project, which we have discussed extensively with the Board over the last year, will replace the existing welded steel water transmission pipeline currently attached to the Main Street Bridge with a new pipeline running on a new alignment under Pilarcitos Creek.

On December 15, 2015, five contractors submitted bids for the project as follows:

Stoloski & Gonzales, Inc.	\$661,336
Garney Construction	\$807,115
K.J. Woods Construction	\$884,000
Ranger Pipelines	\$931,420
W.R. Forde Associates	\$992,670

Staff has verified that the low bid submitted by Stoloski & Gonzales is responsive to the District's requirements and recommends awarding the contract to Stoloski & Gonzales.

Fiscal Impact:

Cost of \$661,336, funded under the approved Capital Improvement Program.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: January 12, 2016

Report

Date: January 7, 2016

Subject: El Granada Pipeline Final Phase Project
Agreement Between Coastside County Water District and
Tom and June Minaidis for Acquisition of Permanent and
Temporary Construction Easements and Joint Escrow
Instructions

Recommendation:

Authorize the General Manager to execute the Agreement for Acquisition of Permanent and Temporary Construction Easements and Joint Escrow Instructions (Agreement) between the District and Tom and June Minaidis (Minaidis).

Background:

The District's El Granada Pipeline Replacement Final Phase Project (Project) will replace the existing pipeline mounted on the Main Street Bridge in Half Moon Bay with a new pipeline on a new alignment crossing under Pilarcitos Creek. Part of the new alignment goes through private property, requiring permanent easements. On the north side of the creek, the District needs a permanent easement of about 5,500 square feet (sf) on property owned by Minaidis. In addition, construction activities associated with the horizontal directional drilling element of the Project will require a temporary construction easement of about 11,500 sf on the Minaidis property.

The District obtained appraisals of the Minaidis easements from certified appraiser Joseph Napoliello. The updated appraisal valued the permanent easement at \$69,000 and a 12-month temporary construction easement at \$24,400.

Based on these appraisal amounts and on prorating the 12-month temporary easement value to a shorter 8-month term, the District offered to purchase the easements from Minaidis in accordance with the proposed Agreement, key terms of which are as follows:

- Purchase price of \$85,264 for both easements
- Minaidis to execute easement Grant Documents in favor of the District
- District to pay all fees, charges, and costs arising from the transaction
- District will have rights to possession and use of easements upon deposit of purchase price into escrow

STAFF REPORT

Agenda: January 12, 2016

Subject: Agreement for Acquisition of Easements

Page Two

- Minaidis to clear any materials and equipment from easement areas

Tom and June Minaidis have accepted the proposed Agreement. Staff recommends that the Board authorize the General Manager to execute the Agreement on behalf of the District.

The Project will also require an easement on the south side of Pilarcitos Creek on property owned by Zaballa Square Investments, LP. David Cresson of Zaballa Square Investments has agreed to provide this easement, which lies under the creek riparian zone, at no cost to the District.

Fiscal Impact:

Easement acquisition cost of \$85,264, included in project funding under the approved Capital Improvement Program .

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, Assistant General Manager

Agenda: January 12, 2016

Report

Date: January 8, 2016

Subject: Quarterly Financial Review

Recommendation:

Information Only.

Background:

The attached Period Budget Analysis summarizes year-to-date revenue and expenses for the first six months of Fiscal Year 2014-2015. Key highlights include:

- Year-to-date revenue is (\$152,000) below budget primarily due to greater than projected water use reductions (4% or \$227,000) offset by higher non-operating revenues of \$75,000 primarily from property tax receipts and hydrant water sales.
- Year-to-date expenses were \$301,000 under plan, including:
 - Personnel and benefit savings of \$190,000 primarily due to delays in hiring two open positions (Water Efficiency Specialist and Office Specialist) and a delay in hiring a Utility Billing Specialist (budgeted for full year, but hired in October, 2015.)
 - Other savings of \$111,000 reflect expense timing as compared to budget.
- Water purchased from SFPUC and Crystal Springs pumping expenses were higher than budget for the first 6 months of the fiscal year due to limited use of local sources. However in December, 2015, the District produced 58% of its water from local sources, and reached over 70% from local sources going in to the first week of January 2016. Assuming continued higher than planned use of local sources in the January-March 2016 timeframe, we anticipate that we could see some additional savings from budget in third quarter in our purchases of SFPUC water.

Despite revenue shortfalls, the District's Net Income/Contribution to CIP was \$893,000 as compared to a budget of \$744,000. Even if we continue to experience 5% lower sales in the second half of FY2016 due to greater water use reductions than plan, we are currently projecting that we will be on budget for the full year (with Net Income/Contribution to CIP = \$1,800,000) given personnel related and other expense reductions.

CIP

Current estimates for CIP for FY2016 are \$3.3M vs. \$4.3M in the District's original plan. Current year savings primarily reflect \$1M savings on projected costs for El Granada Pipeline Final Phase Replacement Project.

In December, 2015, the California I-Bank (Infrastructure and Economic Development Bank) Board of Directors approved a \$5.6M loan to fund the District's System Reliability Improvement Projects. The loan is anticipated to be finalized in late February, 2016, with initial loan draw-downs commencing in March, 2016. The initial loan proceeds will be used to fund the Washington-Ventura Pipeline Replacement Project and the El Granada Pipeline Final Phase.

For FY2016, \$1.8M of the CIP will be funded out of operations, and \$1.5M will be funded out of the I-Bank loan.

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
31-Dec-15

ACCOUNT	DESCRIPTION	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
OPERATING REVENUE					
1-0-4120-00	Water Revenue -All Areas	4,990,245.12	5,216,833.00	(226,587.88)	-4.3%
TOTAL OPERATING REVENUE		4,990,245.12	5,216,833.00	(226,587.88)	-4.3%
NON-OPERATING REVENUE					
1-0-4170-00	Water Taken From Hydrants	58,942.21	19,999.98	38,942.23	194.7%
1-0-4180-00	Late Notice -10% Penalty	35,936.87	45,000.00	(9,063.13)	-20.1%
1-0-4230-00	Service Connections	7,826.84	4,998.00	2,828.84	56.6%
1-0-4920-00	Interest Earned	1,512.09	1,275.00	237.09	18.6%
1-0-4930-00	Tax Apportionments/Cnty Checks	414,852.34	365,000.00	49,852.34	13.7%
1-0-4950-00	Miscellaneous Income	8,946.15	18,498.00	(9,551.85)	-51.6%
1-0-4955-00	Cell Site Lease Income	71,337.72	69,622.50	1,715.22	2.5%
1-0-4965-00	ERAF REFUND -County Taxes	0.00	0.00	0.00	0.0%
1-0-4990-00	Water Sales Refunded	0.00	0.00	0.00	0.0%
TOTAL NON-OPERATING REVENUE		599,354.22	524,393.48	74,960.74	14.3%
TOTAL REVENUES		5,589,599.34	5,741,226.48	(151,627.14)	-2.6%
OPERATING EXPENSES					
1-1-5130-00	Water Purchased	1,565,786.56	1,530,972.00	(34,814.56)	-2.3%
1-1-5230-00	Pump Exp, Nunes T P	16,031.08	14,748.00	(1,283.08)	-8.7%
1-1-5231-00	Pump Exp, CSP Pump Station	219,416.63	198,605.00	(20,811.63)	-10.5%
1-1-5232-00	Pump Exp, Trans. & Dist.	5,651.75	6,402.00	750.25	11.7%
1-1-5233-00	Pump Exp, Pilarcitos Can.	3,298.67	2,078.00	(1,220.67)	-58.7%
1-1-5234-00	Pump Exp. Denniston Proj.	3,720.50	16,335.00	12,614.50	77.2%
1-1-5235-00	Denniston T.P. Operations	17,918.12	5,439.00	(12,479.12)	-229.4%
1-1-5236-00	Denniston T.P. Maintenance	16,808.95	16,002.00	(806.95)	-5.0%
1-1-5240-00	Nunes T P Operations	31,646.38	27,696.00	(3,950.38)	-14.3%
1-1-5241-00	Nunes T P Maintenance	35,398.09	27,750.00	(7,648.09)	-27.6%
1-1-5242-00	CSP Pump Station Operations	5,054.18	4,249.00	(805.18)	-18.9%
1-1-5243-00	CSP Pump Station Maintenance	1,646.03	18,499.98	16,853.95	91.1%
1-1-5250-00	Laboratory Services	15,602.80	20,000.00	4,397.20	22.0%
1-1-5263-00	Uniforms	1,501.67	0.00	(1,501.67)	0.0%
1-1-5318-00	Studies/Surveys/Consulting	74,276.50	120,000.00	45,723.50	38.1%
1-1-5321-00	Water Conservation	20,311.14	18,499.98	(1,811.16)	-9.8%
1-1-5322-00	Community Outreach	5,181.48	47,550.00	42,368.52	89.1%
1-1-5325-00	Water Shortage Program	0.00	0.00	0.00	0.0%

ACCOUNT	DESCRIPTION	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5411-00	Salaries & Wages -Field	587,173.15	602,272.44	15,099.29	2.5%
1-1-5412-00	Maintenance -General	141,213.69	134,250.00	(6,963.69)	-5.2%
1-1-5414-00	Motor Vehicle Expense	19,566.29	27,825.00	8,258.71	29.7%
1-1-5415-00	Maintenance -Well Fields	19,603.96	40,000.00	20,396.04	51.0%
1-1-5610-00	Salaries/Wages-Administration	485,818.12	571,727.66	85,909.54	15.0%
1-1-5620-00	Office Supplies & Expense	93,779.16	82,237.50	(11,541.66)	-14.0%
1-1-5621-00	Computer Services	31,137.06	51,900.00	20,762.94	40.0%
1-1-5625-00	Meetings / Training / Seminars	9,457.29	12,000.00	2,542.71	21.2%
1-1-5630-00	Insurance	46,111.92	57,500.00	11,388.08	19.8%
1-1-5635-00	EE/Ret. Medical Insurance	223,891.00	263,728.50	39,837.50	15.1%
1-1-5640-00	Employees Retirement Plan	233,068.25	272,096.44	39,028.19	14.3%
1-1-5645-00	SIP 401K Plan	0.00	0.00	0.00	0.0%
1-1-5681-00	Legal	17,364.20	30,000.00	12,635.80	42.1%
1-1-5682-00	Engineering	2,880.00	6,999.96	4,119.96	58.9%
1-1-5683-00	Financial Services	6,240.00	24,000.00	17,760.00	74.0%
1-1-5684-00	Payroll Tax Expense	72,010.32	82,414.72	10,404.40	12.6%
1-1-5687-00	Membership, Dues, Subscript.	36,839.47	35,644.98	(1,194.49)	-3.4%
1-1-5688-00	Election Expenses	0.00	0.00	0.00	0.0%
1-1-5689-00	Labor Relations	0.00	3,000.00	3,000.00	100.0%
1-1-5700-00	San Mateo County Fees	10,984.84	8,850.00	(2,134.84)	-24.1%
1-1-5705-00	State Fees	10,424.88	7,999.98	(2,424.90)	-30.3%
TOTAL OPERATING EXPENSES		4,086,814.13	4,389,273.14	302,459.01	6.9%
CAPITAL ACCOUNTS					
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	350,896.46	349,992.00	(904.46)	0.0%
1-1-5715-00	Debt Srvc/CIEDB 11-099 (I-BANK)	258,519.66	257,971.00	(548.66)	-0.2%
TOTAL CAPITAL ACCOUNTS		609,416.12	607,963.00	(1,453.12)	-0.2%
TOTAL EXPENSES		4,696,230.25	4,997,236.14	301,005.89	6.0%
NET INCOME		893,369.09			

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: January 12, 2016

Subject: Coastside County Water District Board Committees

Recommendation:

Consider appointments of Board members to serve on District Committees and as District representatives to external organizations and associations. Past practice has established that the President of the Board makes the appointments to committees and designates who will serve as the District representative to external agencies, except for the Bay Area Water Supply & Conservation Agency (BAWSCA) representative, who must be appointed by CCWD Board action. A copy of the current list of Board Committees is attached.

Background:

The purpose of the District's Committees is to assist the Board with issues and decisions and provide recommendations pertaining to a variety of areas, including Finance, Water Quality, Human Resources, Water Resources and District Facilities. Each of the committees is comprised of two Board members with interest in the specific subject matter.

Each of the Committees has a particular charge or set of tasks to address. Standing Committees do their assigned work on a continuing basis. Committees meet as needed rather than on an established regular schedule. The District notices and conducts all Standing Committee meetings in accordance with Brown Act public meeting requirements.

The Board President and the Board may also form temporary Advisory Committees focused on a specific task or objective. An Advisory Committee dissolves after the completion of the task or achievement of the objectives.

Past District practice has established that committee appointments are the prerogative of the Board President. The paragraphs below provide additional detail on the Standing Committees.

Coastside County Water District Standing Committees

Finance Committee

The Finance Committee is responsible for reviewing and providing recommendations regarding the annual Operations and Maintenance and Capital Improvement Program budgets, and annual financial audits, as well as financial performance oversight. This Committee is also responsible for the Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA) related matters.

Water Quality Committee

This Committee reviews and oversees the health and safety certification and compliance process required by state and federal laws, and all other issues related to water quality. This Committee also reviews the Annual Water Quality Report (Consumer Confidence Report), and the Annual Report to the Drinking Water Program.

Human Resources (Personnel & Recruitment) Committee

The development and review of the General Manager's Performance Plan is the responsibility of this Committee, and includes meeting to discuss the mid-term and the annual performance evaluations, as well as preparation of the evaluation report to be approved by the Board. This Committee also reviews changes to staff position descriptions, revisions and additions to the District's personnel manual, and recruitment for vacant staff positions when necessary.

Water Resources Committee

This Committee is responsible for oversight of the Pilarcitos Integrated Watershed Management Plan and reviews the District's Urban Water Management Plan, the Water Shortage and Drought Contingency Plan and the Memorandum of Understanding and Best Management Practices associated with the California Urban Water Conservation Council. This Committee may also be involved with San Francisco Public Utilities Commission (SFPUC) matters, including supply contract negotiations with the SFPUC in conjunction with the Bay Area Water Supply and Conservation Agency (BAWSCA).

District Facilities Committee

This Committee oversees the development and implementation of the annual Capital Improvement Program. The Committee also reviews the Capital Improvement Program budget and schedule and presents recommendations to the Finance Committee. This Committee is also involved in the Denniston Restoration Project.

Coastside County Water District External Organization Representatives

In addition to the District's Standing Committees, Board members may also serve as representatives to several external organizations, including the following:

Association of California Water Agencies (ACWA)

ACWA is the largest statewide coalition of public water agencies in the country. It is a leader on California water issues and a respected voice for its members in both Sacramento and Washington, D.C. ACWA's 450 public agency members are responsible for 90% of the water delivered to communities, farms, and businesses in California. ACWA plays an active role in managing the states' water resources and promoting investments in water use efficiency, water recycling, ground management and desalination. ACWA's membership is organized into ten geographic regions. The regions provide a structure in which members can discuss issues of mutual concern, and based on that interaction, provide representative input to the ACWA Board. The District's ACWA representative typically attends the annual Spring and Fall Conferences and is eligible to vote as the District's voting designee in ACWA elections. A District Board Member may also serve as an ACWA Region 5 Director.

Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA) - ACWA/JPIA provides liability coverages tailored to the unique needs of California Water Agencies. The District obtains its property, liability and worker's compensation coverage from the JPIA. As a member of the JPIA, the District names one of its directors and at least one alternate to sit on the ACWA/JPIA Board of Directors. The designated representative is able to vote at conferences. If the designated Director cannot attend a conference, then the alternate Director is allowed to vote in his/her absence. The designated Board member's term coincides with their term on the CCWD Board.

California Special District Association (CSDA)

CSDA was formed in 1969 to provide active representation at the State Capitol for its nearly 900 members, made up of independent special districts, including irrigation, water, parks and recreation, cemetery, fire, police protection, library, utility, harbor, healthcare and community service districts. CSDA pursues statewide policy legislation of benefit to special districts and provides advocacy, training, information, and financial services to help strengthen and increase the efficiency of special district operations. The agency is governed by a 19-member Board of Directors representing 6 regions throughout California. The District designates a CSDA representative to receive information and updates from CSDA.

STAFF REPORT

Agenda: January 12, 2016

Subject: CCWD Board Committees

Page: 4 of 5

Local Agency Formation Commission (LAFCo)

LAFCo is a state-mandated, independent agency with countywide jurisdiction over changes in organization and boundaries of cities and special districts, including annexations, detachments, incorporations and formations. The District annually designates a Board member and an alternate to represent the District for the purposes of participation in the LAFCo election of officers.

Bay Area Water Supply & Conservation Agency (BAWSCA)

BAWSCA was created on May 27, 2003 to represent the interests of the cities and water districts, and two private utilities located in Alameda, Santa Clara and San Mateo Counties that purchase water on a wholesale basis from the San Francisco Regional Water System. BAWSCA's goals are to ensure a reliable supply of high quality water at a fair price. The agency is governed by a 27-member Board of Directors comprised of representatives from all BAWSCA agencies. The District's BAWSCA representative must be appointed by Coastside County Water District Board action. The CCWD Board appointed Director Mickelsen in June of 2013 to serve as the BAWSCA representative for the current term through June 30, 2017.

Montara Water & Sanitary District Mutual Interest Committee

This Committee meets with members of the Montara Water & Sanitary District Committee to develop goals in areas of mutual interest to both Districts.

COASTSIDE COUNTY WATER DISTRICT BOARD COMMITTEES

Updated: July 15, 2015

<u>Standing Committees</u>	<u>Directors</u>
Finance Committee	Coverdell, Glassberg
Water Quality Committee	Flint, Mickelsen
Human Resources Committee	Glassberg, Mickelsen
Water Resources Committee	Mickelsen, Reynolds
District Facilities Committee	Flint, Reynolds

<u>Advisory Committees</u>	<u>Directors</u>
Montara Water & Sanitary District (MWSD) Mutual Interest Committee	Coverdell, Flint
Recycled Water Committee	Coverdell, Glassberg

<u>External Organizations</u>	<u>Director</u>
Association of California Water Agencies (ACWA)	Reynolds
Association of California Water Agencies Joint Powers Insurance Authority (ACWA/JPIA)	Reynolds
California Special District Association (CSDA)	Glassberg
Bay Area Water Supply & Conservation Agency (BAWSCA) – 4 year term – June 2013 to June 30, 2017	Mickelsen
Local Agency Formation Commission (LAFCo))	Board President *

* *All other Directors are designated as alternates for the purpose of participation in LAFCo's election of officers*

MONTHLY REPORT

To: David Dickson, General Manager
From: Joe Guistino, Superintendent of Operations
Agenda: January 12, 2016

Report
Date: January 6, 2016

Monthly Highlights

Denniston Water Treatment Plant (WTP)

The plant has been running all month and providing 40% of the District's water.

Stone Dam Pipeline Replacement Project

We have been granted an extension for this project and will bring a design before the San Francisco Public Utility Commission (SFPUC) in February.

Source of Supply

Crystal Springs and Denniston Reservoirs and Pilarcitos Wells 1, 4A and 5 were the source of supply in December, supplying 38.2 million gallons (MG) of water. Fifty eight percent of December's production was from District-owned sources (33% from Denniston and 25% from Pilarcitos wells). Pilarcitos well flows were increased to 250 gpm.

System Improvements

Specs, Plans and Standard Operating Procedures (SOPs)

Operations & Maintenance (O&M) staff is presently updating the District's engineering specs and select SOPs. We have also had copies made of the original, as-built and Crystal Springs plans for placement at Nunes WTP.

National Pollution Discharge Elimination Survey (NPDES) Form

We have completed a new form meant to track all District treated water discharges for the California Water Resources Control Board (CWRCB). We will send in the completed form in January for 2015.

Other Activities Update:

Denniston WTP

Denniston WTP ran for 21 days in December. It was started up on 3 December and ran until 7 December when the plant raw water pumps shut down on their own. The plant was able to be restarted after rebooting the Programmable Logic Controller (PLC) on the clarifier system. Another shutdown occurred on the 13th due to a power failure during a storm event. The plant was restarted on the 14th and ran fine until 22

December. Further investigation and troubleshooting turned up a loose module in the clarifier PLC. The plant has been running fine since then.

Public Service

Treatment Supervisor Sean Donovan was interviewed by a Cunha student for a science project on the safety of drinking water.

Crews rotated the fire hydrant at the Half Moon Bay (HMB) fire station to accommodate the construction of their training facility.

We have scheduled the annual tour for Seacrest School first graders at the Nunes WTP for 21 January.

El Nino Preparation

Crews cleared the culverts on our property along Pilarcitos Creek in anticipation of the winter's storms.

Nunes Backwash Pump #1

This pump has been failing to come on when called. An electrical/mechanical contractor to look into this and they found that the Motor Control Panel (MCC) that controls this unit is worn and at least one component undersized for its application. It remains out of service until the MCC can be upgraded.

Regulatory Agency Interaction

CWRCB

We sent in our revised Denniston O&M manual as well as the latest Denniston Filter Survey Reports to CWRCB for their approval and files.

Safety/Training/Inspections/Meetings

Meetings Attended

- 1 Dec - Prebid meeting for the El Granada Pipeline Final Phase Project
- 2 Dec - Met with Calcon for SCADA project status report and development.
- 4 Dec - Attended the monthly Coastside Emergency Action Plan (CEAP) meeting
- 8 Dec - CalPERS Retirement Planning class in Redwood City
- 9 Dec - Holiday luncheon
- 9 Dec - Met with Chad Hooker on the Cabrillo Unified School District's Cunha School Gymnasium Project
- 9 Dec - Met with Aclara Automated Metering Infrastructure (AMI) representative as to application for the District
- 9 Dec - All Employee Meeting
- 10 Dec - Cal/Nev Section American Water Works Association (AWWA) board meeting (telephone meeting)
- 11 Dec - Met with Nick Gottuso with San Mateo Office of Emergency Services (OEC) to discuss ham radio antenna sites
- 16 Dec - Met with West Yost for Highway 92 slip line project

18 Dec – Met with Ari Delay and Paul Cole of the Cal Fire to discuss confined space certification and training.

23 Dec – Met with Kennedy Jenks to discuss 90% review of the Denniston Booster Station and Bridgeport Pipeline Project

28 Dec – Met with Paul Cole and Ari Delay of the Coastside Fire Protection District to discuss future training

Tailgate safety sessions in October

1 Dec – Message to Self: Distracted Driving Is Dangerous

7 Dec – Get a Leg Up on Ladder Safety

14 Dec – Safe Driving in Adverse Weather Conditions

21 Dec – ABCs Plus of Safety: Awareness and Attitude, Background, and Caution

28 Dec – A Burning Issue: Fire Prevention and Safety

CINTAS Safety Committee and Training

There was supervisory training on Accident Investigations in lieu of the Safety Committee meeting. Guistino and Donovan were in attendance

The safety training in December was on Defensive Driving. Damrosch, Patterson, Winch, Whelen, Jahns, Schmidt and Bruce were in attendance.

Training

On Friday, 28 December, Treatment Supervisor Donovan and I met with Paul Cole and Ari Delay of the Coastside Fire Protection District to discuss future confined space training. At present, the Fire District is not trained to provide confined space rescues. They intend to expand their scope and asked our assistance in providing them with select sites for this training.

Projects

Washington-Ventura Street Main Replacement Project

The tie ins of the new line to Pullman, Champs-Elysee, Naples and Alameda south leg were complete in December. The north leg of the Alameda tie in will be done on the first week of January and the entire project complete by the end of the month.

Supervisory Control and Data Acquisition (SCADA) Project

Calcon is making steady progress on this large project. They have been busy with hardware installation at the Miramontes, Alves and El Granada Stations in December.

Stone Dam Pipeline Replacement Project

CCWD has been granted an extension to complete the part of this project that traverses the property of SFPUC. We have been in contact with the key players at SFPUC and have started a conceptual design. We will be bringing this to the SFPUC plan review board in February.

El Granada Pipeline Final Phase

A prebid meeting headed up by the design engineering firm EKI was held on 1 December. Bids were opened on 15 December with Stoloski and Gonzales was the low bid for this project. See separate Board item for more information on this project.

Automated Meter Reading and Unmetered Water Efficiency

Staff continues to assess Automatic Meter Infrastructure (AMI) technologies, meter replacement candidates and pump station metering as part of our goal to maximize the efficiency of the District's operations.

Highway 92 Treated Water Pipeline Projects

The firm of West Yost has been retained to conduct a feasibility study on slip lining the entire length of the problematic treated water line that runs up highway 92. They conducted a physical survey of the area in December.

District Engineer Jim Teter has provided us with preliminary drawings and specs to slip line the length of this pipe in the immediate vicinity of La Nebia Winery. This section of pipe has had multiple leaks which result in expensive repairs. We await survey markings of the pipeline path and a report from the firm of Wilsey Hamm before putting this project out to bid.

Denniston Treated Water Pump Station and Pipeline Project

We have been coordinating with Kennedy/Jenks Engineers on the design of this project. In December we reviewed and discussed the 90% drawings and the construction schedule. Final drawings and the start of the bid phase are scheduled to occur in January with contract award to happen in March and construction to start in early April.

El Granada Tank 3 Rehab Project

We are in the process of updating the existing bid documents for this project and hope to be able to go out to bid in February.

STAFF REPORT

To: Board of Directors
From: Cathleen Brennan, Water Resources Analyst
Agenda: January 12, 2016
Report Date: January 7, 2016
Subject: Water Resources

Informational Report:

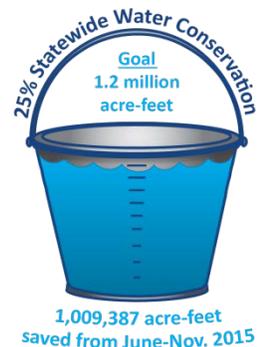
Department of Water Resources (DWR) Snow Survey and Water Savings Update
Update on 2015 Urban Water Management Plan (UWMP)
Bay Area Water Supply and Conservation Agency (BAWSCA) Regional Water Savings Update

DWR Snow Survey and Water Savings Update



Measurements in the Sierra Nevada indicate that the snowpack is at 105 percent of average for December 30th and we have more storms coming through the state in January. The concern for water managers are the low water levels of the state's surface water storage and groundwater storage.

The infographic to the right shows that Californians have almost reached the statewide cumulative goal of 1.2 million acre-feet of water saved by the end of February. The State Water Resources Control Board is likely to extend mandatory conservation beyond February, even if the water savings goal is met.



Update on 2015 UWMP

The Urban Water Management Planning Act requires water agencies to notify and coordinate with other local government agencies. On December 31st, the District mailed out notifications to interested parties, including local government agencies, disclosing that the District is reviewing its Urban Water Management Plan and considering amendments.

BAWSCA Regional Water Savings Update

Provisional data from SFPUC indicates that in calendar year 2015 the SFPUC regional water system saved 16,049 million gallons of water. In 2013 (base year), SFPUC delivered 224 million gallons per day and in 2015 SFPUC delivered 181 million gallons per day. Compared to 2013, the regional water system achieved a 19 percent savings in calendar year 2015.

