

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

SPECIAL MEETING OF THE BOARD OF DIRECTORS

Tuesday, April 13, 2010 - 6:00 p.m.

AGENDA

1) CLOSED SESSION

A. Conference with Labor Negotiators

Pursuant to California Government Code §54957.6)

Agency Designated Representatives: General Manager, IEDA

Employee Organization: Teamsters Union, Local 856

B. Conference with Legal Counsel

Pursuant to California Government Code Section §54956.9(b)

Anticipated Litigation - Significant Exposure to Litigation: One Case

2) RECONVENE TO OPEN SESSION

Public report of closed session action.

COASTSIDE COUNTY WATER DISTRICT

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HALF MOON BAY, CA 94019

MEETING OF THE BOARD OF DIRECTORS

Tuesday, April 13, 2010- 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 ANNOUNCEMENTS

Any person may address the Board of Directors at the commencement of the meeting on any matter within the jurisdiction of the Board that is not on the agenda for this meeting. Any person may address the Board on an agenda item when that item is called. The Chair requests that each person addressing the Board limits their presentation to three (3) minutes and complete and submit a Speaker Slip.

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. Requesting the Board to review disbursements for the month Ending March 31, 2010 – Claims: \$669,121.07; Payroll: \$73,210.89; for a total of \$742,331.96 ([attachment](#))
- B. Acceptance of Financial Reports ([attachment](#))
- C. Minutes of the March 9, 2010 Board of Directors Meeting ([attachment](#))
- D. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- E. Total CCWD Production Report ([attachment](#))
- F. CCWD Monthly Sales by Category Report ([attachment](#))
- G. March 2010 Leak Report ([attachment](#))
- H. Rainfall Reports ([attachment](#))
- I. San Francisco Public Utilities Commission Hydrological Conditions Report for March 2010 ([attachment](#))
- J. Acceptance of 311 Church Street Non- Complex Pipeline Extension Project ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. Priority Connection Purchase Agreement for Low-Income Senior Housing ([attachment](#))
- B. Coastside County Water District Indoor Water Use Efficiency Ordinance ([attachment](#))
- C. Draft Fiscal Year 2010-2011 Budget and Draft Fiscal Year 2010-2011 to 2019-2020 Capital Improvement Program ([attachment](#))
- D. Pilarcitos Canyon Blending Station Valve ([attachment](#))

- 7) **GENERAL MANAGER'S REPORT INCLUDING MONTHLY INFORMATIONAL REPORTS ([attachment](#))**
 - A. Water Shortage and Drought Contingency Plan Update ([attachment](#))
 - B. Operations Report ([attachment](#))

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

- 9) **ADJOURNMENT**

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Void Amount</u>	<u>Check Amount</u>
14409	STA03	CA DPH DRINKING WATER PROGRAM	03/01/2010	0.00	50.00
14410	ALL04	ALLIED WASTE SERVICES #925	03/05/2010	0.00	271.98
14411	ALV01	ALVES PETROLEUM, INC.	03/05/2010	0.00	1,632.34
14412	COA 15	COASTSIDE NET, INC	03/05/2010	0.00	59.95
14413	HAR03	HARTFORD LIFE INSURANCE CO.	03/05/2010	0.00	2,094.00
14414	PAC02	PACIFICA CREDIT UNION	03/05/2010	0.00	750.00
14415	PUB01	PUB. EMP. RETIRE SYSTEM	03/05/2010	0.00	17,765.79
14416	SCH01	SCHWAAB STAMPS INC.	03/05/2010	0.00	81.93
14417	UNI08	UNION BANK OF CALIFORNIA, N.A.	03/05/2010	0.00	154,113.59
14418	UNI09	UNION BANK OF CALIFORNIA	03/05/2010	0.00	25,234.19
14419	VAL01	VALIC	03/05/2010	0.00	1,320.00
14420	ASS01	HEALTH BENEFITS AUTHORITY (HBA	03/19/2010	0.00	18,864.65
14421	HAR03	HARTFORD LIFE INSURANCE CO.	03/19/2010	0.00	2,094.00
14422	KAI01	KAISER FOUNDATION HEALTH	03/19/2010	0.00	9,054.00
14423	MET06	METLIFE SBC	03/19/2010	0.00	1,357.35
14424	PAC01	PACIFIC GAS & ELECTRIC CO.	03/19/2010	0.00	15,683.32
14425	PAC02	PACIFICA CREDIT UNION	03/19/2010	0.00	750.00
14426	PUB01	PUB. EMP. RETIRE SYSTEM	03/19/2010	0.00	17,774.23
14427	SAN03	SAN FRANCISCO WATER DEPT.	03/19/2010	0.00	76,511.00
14428	TEA02	TEAMSTERS LOCAL UNION #856	03/19/2010	0.00	755.00
14429	VAL01	VALIC	03/19/2010	0.00	1,320.00
14430	WIE02	WIENHOFF & ASSOCIATES, INC.	03/19/2010	0.00	480.00
14431	COU05	RECORDER'S OFFICE	03/24/2010	0.00	6.00
14432	A1001	A-1 SEPTIC TANK SERVICE	03/26/2010	0.00	525.00
14433	ADP01	ADP, INC.	03/26/2010	0.00	604.15
14434	AMC01	AM CONSERVATION GROUP	03/26/2010	0.00	572.50
14435	AND01	ANDREINI BROS. INC.	03/26/2010	0.00	10,827.35
14436	ASS05	ACWA HEALTH BENEFITS AUTHORITY	03/26/2010	0.00	60.18
14437	ASS06	ACWA / JPIA	03/26/2010	0.00	17,523.00
14438	ATT01	AT&T MOBILTY	03/26/2010	0.00	50.98
14439	ATT02	AT&T	03/26/2010	0.00	1,280.23
14440	ATT03	AT&T LONG DISTANCE	03/26/2010	0.00	70.42
14441	AZT01	AZTEC GARDENS, INC.	03/26/2010	0.00	190.00
14442	BAR01	BARTKIEWICZ, KRONICK & SHANAHA	03/26/2010	0.00	2,827.50
14443	BAS01	BASIC CHEMICAL SOLUTION, LLC	03/26/2010	0.00	3,705.45
14444	BAY07	BAY AREA WATER SUPPLY &	03/26/2010	0.00	1,578.00
14445	BAY10	BAY ALARM COMPANY	03/26/2010	0.00	736.11
14446	BFI02	BFI OF CALIFORNIA, INC.	03/26/2010	0.00	46.00
14447	BOR01	BORGES & MAHONEY, INC.	03/26/2010	0.00	640.37
14448	BRE01	CATHLEEN BRENNAN	03/26/2010	0.00	654.90
14449	CAL02	CALIFORNIA WATER AWARENESS CAM	03/26/2010	0.00	966.00
14450	CAL07	CALIFORNIA TANK LINES, INC	03/26/2010	0.00	509.86
14451	CAL08	CALCON SYSTEMS, INC.	03/26/2010	0.00	735.00
14452	CAL09	CALIFORNIA URBAN WATER CONSERV	03/26/2010	0.00	2,789.51
14453	CAL20	CALIFORNIA UTILITIES	03/26/2010	0.00	500.00
14454	CAR02	CAROLYN STANFIELD	03/26/2010	0.00	485.00
14455	CIN01	CINTAS FIRST AID & SAFETY	03/26/2010	0.00	70.62
14456	COA01	COASTSIDE LAND SURVEYING	03/26/2010	0.00	1,702.50
14457	COA19	COASTSIDE COUNTY WATER DIST.	03/26/2010	0.00	243.12
14458	COM01	COMMUNICATION LEASING SERVICES	03/26/2010	0.00	2,253.65
14459	COW01	COWAN & THOMPSON CONSTRUCTION,	03/26/2010	0.00	12,911.62
14460	CRO02	CROSNO CONSTRUCTION, INC	03/26/2010	0.00	25,312.05
14461	CSG01	CSG SYSTEMS, INC	03/26/2010	0.00	2,136.05
14462	CSI01	CSI SERVICES, INC.	03/26/2010	0.00	524.00
14463	EKI01	EKI INC.	03/26/2010	0.00	5,741.13
14464	END02	SIGRID ENDER	03/26/2010	0.00	300.00
14465	ENR01	ENRIQUEZ MD, JOSEFINA	03/26/2010	0.00	125.00
14466	ERS01	ERS INDUSTRIAL SERVICES INC.	03/26/2010	0.00	76,595.32
14467	FIR06	FIRST NATIONAL BANK	03/26/2010	0.00	3,946.69
14468	FRI01	FRISCH ENGINEERING, INC	03/26/2010	0.00	36,148.40
14469	GRA03	GRAINGER, INC.	03/26/2010	0.00	510.25
14470	HAL01	HMB BLDG. & GARDEN INC.	03/26/2010	0.00	76.95

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14471	HAL04	HALF MOON BAY REVIEW	03/26/2010	0.00	508.75
14472	HAL09	HMB CHAMBER OF COMMERCE	03/26/2010	0.00	504.00
14473	HAL24	H.M.B.AUTO PARTS	03/26/2010	0.00	177.24
14474	HAN01	HANSONBRIDGETT. LLP	03/26/2010	0.00	11,840.30
14475	HEA01	HEALTHWORKS	03/26/2010	0.00	189.00
14476	IED01	IEDA, INC.	03/26/2010	0.00	1,000.00
14477	IRO01	IRON MOUNTAIN	03/26/2010	0.00	278.78
14478	IRV01	IRVINE CONSULTING SERVICES, IN	03/26/2010	0.00	4,265.00
14479	IRV02	IRVINE CONSULTING SERVICES, IN	03/26/2010	0.00	65.13
14480	LAB01	LAB SAFETY SUPPLY, INC.	03/26/2010	0.00	1,908.95
14481	LOM01	GLENNA LOMBARDI	03/26/2010	0.00	99.00
14482	MCT01	MCTV6	03/26/2010	0.00	375.00
14483	MIS01	MISSION UNIFORM SERVICES INC.	03/26/2010	0.00	153.29
14484	MON01	DARIN BOVILLE	03/26/2010	0.00	1,200.00
14485	MON07	MONTEREY COUNTY LAB	03/26/2010	0.00	990.00
14486	OCE04	OCEAN SHORE CO.	03/26/2010	0.00	682.06
14487	OFF01	OFFICE DEPOT	03/26/2010	0.00	262.11
14488	ONT01	ONTRAC	03/26/2010	0.00	509.43
14489	PHI02	PHIL'S TIRE PROS	03/26/2010	0.00	856.75
14490	PHI03	PHILADELPHIA MIXING SOLUTIONS	03/26/2010	0.00	40,289.90
14491	PIT04	PITNEY BOWES	03/26/2010	0.00	231.00
14492	POL01	POLLARDWATER.COM	03/26/2010	0.00	121.73
14493	PRI01	PRINCETON WELDING , INC.	03/26/2010	0.00	234.00
14494	PUM01	PUMP REPAIR SERVICE CO. INC.	03/26/2010	0.00	4,544.55
14495	ROB01	ROBERTS & BRUNE CO.	03/26/2010	0.00	5,432.28
14496	ROD01	PATRICIA RODRIGUEZ	03/26/2010	0.00	300.00
14497	ROG01	ROGUE WEB WORKS, LLC	03/26/2010	0.00	210.00
14498	SAN05	SAN MATEO CTY PUBLIC HEALTH LA	03/26/2010	0.00	510.00
14499	SEW01	SEWER AUTH. MID- COASTSIDE	03/26/2010	0.00	570.00
14500	SIE02	SIERRA CHEMICAL CO.	03/26/2010	0.00	5,389.14
14501	SIG01	SIGNET TESTING LABS, INC	03/26/2010	0.00	5,015.00
14502	SPR02	SPRINGBROOK SOFTWARE USER GRP	03/26/2010	0.00	50.00
14503	STE02	JIM STEELE	03/26/2010	0.00	7,500.00
14504	STR02	STRAWFLOWER ELECTRONICS	03/26/2010	0.00	21.80
14505	SZY01	KATHRYN SZYDLOWSKI	03/26/2010	0.00	150.00
14506	T&T01	T & T VALVE AND INSTRUMENT, IN	03/26/2010	0.00	958.07
14507	TAB01	GABRIEL TABORSKI	03/26/2010	0.00	150.00
14508	TET01	JAMES TETER	03/26/2010	0.00	3,302.00
14509	TWO02	TWO BROTHERS CATHODIC SERVICES	03/26/2010	0.00	1,500.00
14510	UB*00744	WILLIAM WEBBE ET AL	03/26/2010	0.00	94.47
14511	UB*00745	XIUHAO J. CHEN/JIN QUAN CHEN	03/26/2010	0.00	16.01
14512	UB*00746	KIMBERLIE CERRONE	03/26/2010	0.00	229.66
14513	UB*00747	La FAMILIA c/o JOSE LUIS ARRIA	03/26/2010	0.00	8.04
14514	UB*00748	LAURENTIU RUSSO	03/26/2010	0.00	55.99
14515	UB*00749	MICHELLE ISHERWOOD	03/26/2010	0.00	43.72
14516	UB*00750	JACKIE HEALY	03/26/2010	0.00	62.25
14517	UB*00751	JOHN FORD/DENISE GONZALEZ	03/26/2010	0.00	81.48
14518	UB*00752	MARTHA CODY	03/26/2010	0.00	126.74
14519	UB*00753	EDDY KLIER	03/26/2010	0.00	305.18
14520	UB*00754	SAGE TEZAK	03/26/2010	0.00	43.72
14521	UB*00755	MARK DRAMIS	03/26/2010	0.00	33.84
14522	UB*00756	JACQUELINE RICKMAN	03/26/2010	0.00	6.75
14523	UB*00757	HOWARD BLOOM	03/26/2010	0.00	66.18
14524	UPS01	UPS STORE	03/26/2010	0.00	56.79
14525	VER01	VERMEER PACIFIC	03/26/2010	0.00	146.84
14526	VER02	VERIZON WIRELESS	03/26/2010	0.00	418.13
14527	WES11	WEST COAST AGGREGATES, INC.	03/26/2010	0.00	137.84
14528	WHE01	VIRGINIA HELEN	03/26/2010	0.00	195.00
14529	WIL04	KYOKO WILCOX	03/26/2010	0.00	150.00

Report Total: 0.00 669,121.07

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
31-Mar-10

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
REVENUE									
1-0-4120-00	Water Revenue -All Areas	332,249	399,233	(66,984)	(16.8%)	4,174,443	4,384,846	(210,403)	(4.8%)
1-0-4170-00	Water Taken From Hydrants	0	2,083	(2,083)	(100.0%)	11,449	18,750	(7,301)	(38.9%)
1-0-4180-00	Late Notice -10% Penalty	8,097	4,167	3,930	94.3%	37,966	37,500	466	1.2%
1-0-4230-00	Service Connections	145	667	(522)	(78.3%)	3,310	456,000	(452,689)	(99.3%)
1-0-4235-00	CSP Connection T & S Fees	0	0	0	0.0%	3,485	0	3,485	0.0%
1-0-4920-00	Interest Earned	0	0	0	0.0%	19,827	49,162	(29,335)	(59.7%)
1-0-4925-00	Interest Revenue T&S Fees	0	0	0	0.0%	0	0	0	0.0%
1-0-4927-00	Inerest Revenue Bond Funds	0	0	0	0.0%	0	0	0	0.0%
1-0-4930-00	Tax Apportionments/Cnty Checks	1,397	0	1,397	0.0%	393,157	150,000	243,157	162.1%
1-0-4950-00	Miscellaneous Income	723	3,083	(2,360)	(76.6%)	76,891	27,750	49,141	177.1%
1-0-4955-00	Cell Site Lease Income	9,324	6,850	2,474	36.1%	80,098	61,650	18,448	29.9%
1-0-4960-00	CSP Assm. Dist. Processing Fee	0	0	0	0.0%	0	0	0	0.0%
1-0-4965-00	ERAF REFUND -County Taxes	0	0	0	0.0%	305,752	100,000	205,752	205.8%
1-0-4970-00	Wavcrest Reserve Conn. Fees	0	0	0	0.0%	0	0	0	0.0%
REVENUE TOTALS		351,934	416,083	(64,148.56)	(15.4%)	5,106,378	5,285,658	(179,279)	(3.4%)
EXPENSES									
1-1-5130-00	Water Purchased	76,511	77,732	1,221	1.6%	1,150,664	1,169,838	19,174	1.6%
1-1-5230-00	Pump Exp, Nunes T P	2,026	1,583	(442)	(27.9%)	14,289	14,250	(39)	(0.3%)
1-1-5231-00	Pump Exp, CSP Pump Station	7,472	250	(7,222)	(2888.7%)	238,477	205,821	(32,656)	(15.9%)
1-1-5232-00	Pump Exp, Trans. & Dist.	928	1,381	453	32.8%	9,140	15,287	6,147	40.2%
1-1-5233-00	Pump Exp, Pilarcitos Can.	3,524	2,931	(593)	(20.2%)	10,962	9,656	(1,306)	(13.5%)
1-1-5234-00	Pump Exp, Denniston Proj.	961	4,771	3,810	79.9%	8,238	25,918	17,680	68.2%
1-1-5235-00	Denniston T.P. Operations	534	2,713	2,179	0.0%	4,711	14,500	9,789	67.5%
1-1-5236-00	Denniston T.P. Maintenance	405	2,111	1,706	80.8%	16,476	36,666	20,190	55.1%
1-1-5240-00	Nunes T P Operations	10,128	3,893	(6,235)	(160.2%)	59,618	48,013	(11,605)	(24.2%)
1-1-5241-00	Nunes T P Maintenance	1,744	3,167	1,423	44.9%	43,472	28,497	(14,975)	(52.5%)
1-1-5242-00	CSP Pump Station Operations	589	708	119	16.9%	6,116	6,372	256	4.0%
1-1-5243-00	CSP Pump Station Maintenance	2,666	12,500	9,834	78.7%	30,181	41,191	11,010	26.7%
1-1-5250-00	Laboratory Services	2,021	6,250	4,229	67.7%	33,109	56,250	23,141	41.1%
1-1-5318-00	Studies/Surveys/Consulting	2,254	1,879	(375)	(20.0%)	43,050	16,908	(26,142)	(154.6%)
1-1-5321-00	Water Conservation	7,317	5,054	(2,263)	(44.8%)	48,331	45,487	(2,843)	(6.3%)
1-1-5322-00	Community Outreach	1,959	2,392	433	18.1%	14,083	21,525	7,442	34.6%
1-1-5411-00	Salaries & Wages -Field	71,425	69,821	(1,604)	(2.3%)	655,450	663,300	7,850	1.2%
1-1-5412-00	Maintenance -General	15,433	11,708	(3,725)	(31.8%)	107,828	146,372	38,544	26.3%

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5414-00	Motor Vehicle Expense	2,925	3,958	1,033	26.1%	35,205	35,625	420	1.2%
1-1-5415-00	Maintenance -Well Fields	0	1,250	1,250	100.0%	2,713	11,250	8,537	75.9%
1-1-5610-00	Salaries/Wages-Administration	46,938	49,739	2,801	5.6%	443,597	472,521	28,924	6.1%
1-1-5620-00	Office Supplies & Expense	7,698	10,929	3,231	29.6%	78,462	98,362	19,901	20.2%
1-1-5621-00	Computer Services	4,610	16,988	12,378	72.9%	39,528	49,688	10,160	20.4%
1-1-5625-00	Meetings / Training / Seminars	3,146	1,667	(1,479)	(88.8%)	16,654	15,000	(1,654)	(11.0%)
1-1-5630-00	Insurance	50,454	31,319	(19,135)	(61.1%)	383,885	394,373	10,488	2.7%
1-1-5640-00	Employees Retirement Plan	34,450	34,442	(8)	(0.0%)	305,257	327,202	21,945	6.7%
1-1-5645-00	SIP 401K Plan	0	1,667	1,667	100.0%	0	15,000	15,000	100.0%
1-1-5681-00	Legal	10,144	4,333	(5,811)	(134.1%)	41,008	39,000	(2,008)	(5.1%)
1-1-5682-00	Engineering	1,144	1,250	106	8.5%	9,282	11,250	1,968	17.5%
1-1-5683-00	Financial Services	0	2,583	2,583	100.0%	19,863	23,250	3,387	14.6%
1-1-5684-00	Payroll Tax Expense	9,068	8,627	(442)	(5.1%)	78,241	81,953	3,711	4.5%
1-1-5687-00	Membership, Dues, Subscript.	1,329	1,735	406	23.4%	33,760	42,861	9,101	21.2%
1-1-5688-00	Election Expenses	0	0	0	0.0%	24,358	15,000	(9,358)	0.0%
1-1-5689-00	Labor Relations	1,000	1,000	0	0.0%	9,000	9,000	0	0.0%
1-1-5700-00	San Mateo County Fees	0	0	0	0.0%	7,531	10,800	3,269	30.3%
1-1-5705-00	State Fees	0	1,000	1,000	0.0%	8,669	10,500	1,831	17.4%
1-1-5711-00	Debt Srvc/Existing Bonds 1998A	25,234	25,235	1	0.0%	270,844	270,845	1	0.0%
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	154,114	154,115	1	0.0%	489,296	486,401	(2,895)	(0.6%)
1-1-5713-00	Contribution to CIP & Reserves	43,121	43,121	0	0.0%	388,093	388,093	0	0.0%
1-1-5745-00	CSP Connect. Reserve Contribu.	0	0	0	0.0%	3,485	0	(3,485)	0.0%
1-1-5746-00	Wavecrest CSP Connt. Reserve	0	0	0	0.0%	0	0	0	0.0%
EXPENSE TOTALS		603,272	605,802	2,530	0.4%	5,182,925	5,373,824	190,899	3.6%
NET INCOME		(251,338)	(189,719)	(61,619)		(76,547)	(88,166)	11,620	

COASTSIDE COUNTY WATER DISTRICT

INVESTMENT REPORT

March 31, 2010

		<i>Restricted</i>	<i>Restricted</i>	<i>Restricted for CSP CIP Projects</i>		
	CASH FLOW & OPERATING RESERVE	EMERGENCY RESERVES	CAPITAL EXPENDITURES	DISTRICT CSP CONTRIBUTION	CSP T&S FEES	TOTAL
DISTRICT BALANCES						
<u>CASH IN FNB</u>						
OPERATING ACCOUNT			\$570,896.36			\$570,896.36
CSP T&S ACCOUNT					\$26,245.74	\$26,245.74
TOTAL FIRST NATIONAL BANK	\$0.00	\$0.00	\$570,896.36	\$0.00	\$26,245.74	\$597,142.10
CASH WITH L.A.I.F	\$297,900.00	\$1,740,663.00	\$603,215.67	\$0.00	\$20,867.98	\$2,662,646.65
UNION BANK - Project Fund Balance			\$1,445,139.36			\$1,445,139.36
CASH ON HAND	\$1,930.00					\$1,930.00
TOTAL DISTRICT CASH BALANCES	\$299,830.00	\$1,740,663.00	\$2,619,251.39	\$0.00	\$47,113.72	\$4,706,858.11
ASSESSMENT DISTRICT BALANCES						
<u>CASH IN FIRST NATIONAL BANK (FNB)</u>						
REDEMPTION ACCOUNT		\$ 87,440.73				
RESERVE ACCOUNT (Closed Account 8-4-04)		\$ -				
TOTAL ASSESSMENT DISTRICT CASH		\$ 87,440.73				
<i>This report is in conformity with CCWD's Investment Policy and there are sufficient funds to meet CCWD's expenditure requirements for the next three months.</i>						

**COASTSIDE COUNTY WATER DISTRICT
APPROVED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2009-2010**

31-Mar-10

Approved CIP Budget FY 09/10	Actual To Date FY 09/10	Projected Year-End FY 09/10	Projected vs. Budget Variance	Project Status/ Comments
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PIPELINE PROJECTS

05-01	Main Street/Hwy 92 Widening Project	\$ 20,000		\$ -	\$ 20,000	Project completed.
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WATER TREATMENT PLANTS

99-05	Denniston Intake Maintenance	\$ 80,000	\$ 76,507	\$ 76,232	\$ 3,768	Denniston dredging project completed
09	Denniston WTP - Intake Construction	\$ 100,000	\$ 4,888	\$ 25,000	\$ 75,000	Completed design for intake modifications. Evaluating required permitting. Possible in-house project.
10-04	Nunes - Floc Drive Repair	\$ 50,000	\$ 40,290	\$ 45,000	\$ 5,000	Drives received. Installation to be complete by April 30.
07-01	Nunes Filter Media Replacement	\$ 50,000	\$ 46,590	\$ 50,000	\$ -	Completed

FACILITIES & MAINTENANCE

09-06	District Space Planning	\$ 25,000			\$ 25,000	No plans to pursue this effort this year.
09-07	AMR Program	\$ 400,000	\$ 5,908		\$ 400,000	Need to present business case to facilities committee and Board
08-08	PRV Valves Replacement Project	\$ 20,000	\$ 20,639	\$ 20,639	\$ (639)	On-going program
99-01	Meter Change Program	\$ 18,000	\$ 40,861	\$ 39,900	\$ (21,900)	On-going program
09-09	Fire Hydrant Replacement	\$ 40,000	\$ 234	\$ 20,000	\$ 20,000	Planned flushing program will reduce in-house resources available for fire hydrant replacement
09-11	Pilarcitos Culvert Repair	\$ 200,000	\$ 113,068	\$ 113,068	\$ 86,932	Completed

EQUIPMENT PURCHASE & REPLACEMENT

99-02	Vehicle Replacement	\$ 28,000		\$ -	\$ 28,000	We will not be replacing any vehicles this year.
99-03	Computer System	\$ 5,000	\$ 2,386	\$ 5,000	\$ -	
99-04	Office Equipment/Furniture	\$ 3,000		\$ 3,000	\$ -	
06-03	SCADA/Telemetry/electrical controls	\$ 250,000	\$ 61,890	\$ 200,000	\$ 50,000	90% design documents complete. Target going to bid by end of March.

PUMP STATIONS / TANKS / WELLS

08-14	Alves Tank Recoating (Interior/Exterior)	\$ 300,000	\$ 1,577	\$ -	\$ 300,000	Flow/pressure testing shows that shutting down tank will require installation of temporary pump station. Have decided to coat exterior in FY11, delay interior to FY15.
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**COASTSIDE COUNTY WATER DISTRICT
APPROVED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2009-2010**

31-Mar-10

		Approved CIP Budget FY 09/10	Actual To Date FY 09/10	Projected Year-End FY 09/10	Projected vs. Budget Variance	Project Status/ Comments
10-06	Cahill Tank Ladder Replacement	\$ 15,000		\$ 15,000	\$ -	Obtaining quotes now.
10-01	Crystal Springs Check Valve Repair/Replacement	\$ 100,000	\$ 46,912	\$ 100,000	\$ -	Board approved purchase of valve. Now proceeding with re-design of vault lid required before work can be done.
09-12	Crystal Springs Re-roof and Paint	\$ 50,000		\$ 50,000	\$ -	Obtaining quotes. Target completion by FY end.
09-13	Crystal Springs Soft Starts 1 & 3	\$ 25,000	\$ 35,924	\$ 35,924	\$ (10,924)	Completed
10-08	EG Tank #1 Pump Station Pump Replacement	\$ 23,000		\$ 23,000	\$ -	Board approved award of contracts 3/9/10.
10-07	EG Tank #1 Security Fence	\$ 20,000		\$ 20,000	\$ -	
10-05	Hazen's Tank Fence Upgrade	\$ 10,000		\$ 10,000	\$ -	
08-15	Miramar Tank Interior Recoating/Mixing	\$ 230,000	\$ 233,906	\$ 300,000	\$ (70,000)	Work in progress, will be completed by April Condition of tank required change orders.
09-18	New Pilarcitos Well	\$ 25,000		\$ 10,000	\$ 15,000	Retained Balance Hydrologics to recommend siting of new well.
09-19	Pilarcitos Canyon Blending Station	\$ 100,000		\$ 100,000	\$ -	Design complete. Will go to bid by end of March.
06-05	Well Rehabilitation	\$ 40,000	\$ 12,380	\$ 12,380	\$ 27,620	Decided to defer further rehab

\$ -
\$ -

NUNES/ DENNISTON WTP PRIORITY (SHORT-TERM) IMPROVEMENTS

08-24	Nunes / Denniston Short Term WTP Modifications	\$ 600,000	\$ 43,323	\$ 300,000	\$ 300,000	We have awarded contracts totalling about \$1.4 million for this project. Contractor's schedule will limit cash flow in current FY.
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\$ -

DENNISTON WTP (LONG-TERM) IMPROVEMENTS (MEMBRANE FILTRATION)

08-22	Denniston Pre/Post Treatment Design	\$ 350,000	\$ 9,709	\$ 200,000	\$ 150,000	KJ preparing 30% design at cost of about \$100K. We will bring final design contract to Board in January-February.
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NUNES WTP (LONG-TERM) IMPROVEMENTS (UV DISINFECTION)

08-27	Modify Filters for Rate of Flow Control	\$ 10,000			\$ 10,000	Evaluating the need for this project.
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\$ -

WATER SUPPLY DEVELOPMENT

09-21	Reclamation Project Planning	\$ 100,000	\$ 35,061	\$ 50,000	\$ 50,000	Timing of expenditures difficult to estimate due to slow progress in reaching agreement with SAM for recycling.
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**COASTSIDE COUNTY WATER DISTRICT
APPROVED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2009-2010**

31-Mar-10

		Approved CIP Budget FY 09/10	Actual To Date FY 09/10	Projected Year-End FY 09/10	Projected vs. Budget Variance	Project Status/ Comments
09-22	Water Supply Alternatives Evaluation	\$ 50,000		\$ 50,000	\$ -	Propose dedicating this budget to Water Supply Master Plan effort and Urban Water Management Plan. Will bring proposal to Board

TOTALS \$ 3,337,000 \$ 832,053 \$ 1,874,143 \$ 1,462,857

FY 08/09 CIP Projects - paid in FY 09/10

Office Equipment - Furniture	\$ 7,566	\$ 7,566
Denniston Storage Tank Modification Project	\$ 54,569	\$ 54,569
Nunes (was Denniston) Cl2/ph Analyzer	\$ 7,421	\$ 7,421
Skylights	\$ 11,688	\$ 11,286
El Granada Pipeline P3	\$ 20,403	\$ 14,990
	\$ 101,647	\$ 95,833

NON-BUDGETED ITEMS (CAPITAL EXPENDITURES) FOR CURRENT FISCAL YEAR 09/10

Nunes - Generator Radiator	\$ 17,774	\$ 17,500
Installation of Base Stations (3) & Replacment at Dist. Office	\$ 10,506	\$ 9,529
Denniston Filter Media	\$ 76,595	\$ 50,000
Nunes Filter Drain System	\$ 1,398	
Denniston Water Supply Development	\$ 11,710	
Avenue Cabrillo - Pipeline Replacement	\$ 3,025	
	\$ 121,008	\$ 77,029

TOTALS \$ 1,054,709 \$ 2,047,005

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

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

Month	Admin (General Legal Fees)	Recycle Water Analysis	Transfer Program	CIP	Water Conservation	Personnel	Lawsuits	Infrastructure Project Review (Reimbursable)	TOTAL
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Apr-09	3,588	7,670	754	1,222				104	13,338
May-09	3,210	1,300		3,000				442	7,952
Jun-09	7,454	2,002	182	52					9,690
Jul-09	15,556	3,250	1,222	364				234	20,626
Aug-09	4,661	2,574	312	312				1,084	8,943
Sep-09	4,389		130	130				1,872	6,521
Oct-09	4,196		234	1,300					5,730
Nov-09	6,156		234	598				676	7,664
Dec-09	4,940		598	26				910	6,474
Jan-10	3,406	234	2,132					52	5,824
Feb-10	5,334	754	78		2,663				8,829
Mar-10	7,316	79		4,210	236				11,840

TOTAL	70,206	17,863	5,876	11,213		0	0	5,374	113,430
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**Engineer Cost Tracking Report
12 Months At-A-Glance**

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

Month	Admin & Retainer	Phase 3 EG Pipeline	CIP	Short Term WTP Imprv.	Studies & Projects	TOTAL	Reimbursable from Projects
Apr-09	561		161	7,744	3,357	11,822	3,357
May-09	1,526		2,774	1,940	5,915	12,154	5,915
Jun-09	480	322	2,496		7,420	10,718	7,420
Jul-09	1,379			6,010	2,490	9,879	2,490
Aug-09	1,642			5,459	1,660	8,761	1,660
Sep-09	1,507			4,946	4,111	10,564	4,111
Oct-09	480				2,140	2,620	2,140
Nov-09	1,347			701	1,841	3,889	1,841
Dec-09						0	
Jan-10	646		3,025	1,743	664	6,078	664
Feb-10	1,137			3,320	1,909	6,366	1,909
Mar-10	1,144		1,577	581		3,302	
TOTAL	11,848	322	10,032	32,443	31,508	86,153	31,507

**COASTSIDE COUNTY WATER DISTRICT
766 MAIN STREET
HALF MOON BAY, CA 94019**

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, March 9, 2010

- 1) **ROLL CALL:** President Chris Mickelsen called the meeting to order at 7:00 p.m. Present at roll call: Vice-President Bob Feldman, and Directors Ken Coverdell, Jim Larimer and Jerry Donovan.

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

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC ANNOUNCEMENTS:** There were no public announcements.

- 4) **CONSENT CALENDAR**

- A. Requesting the Board to review disbursements for the month Ending February 28, 2010 - Claims: 436,607.21; Payroll: \$71,161.69 for a total of \$507,768.90
- B. Acceptance of Financial Reports
- C. Minutes of the February 9, 2010 Board of Directors Meeting
- D. Installed Water Connection Capacity and Water Meters Report
- E. Total CCWD Production Report
- F. CCWD Monthly Sales by Category Report
- G. February 2010 Leak Report
- H. Rainfall Reports
- I. San Francisco Public Utilities Commission Hydrological Conditions Report for February 2010
- J. El Granada Tank #1 Pump and Motor Upgrade

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

The Board briefly discussed a few proposed minor revisions and additions they would like staff to incorporate into the Approved Capital Improvement Projects Report.

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

Director Coverdell	Aye
Vice-President Feldman	Aye
Director Larimer	Aye
Director Donovan	Aye
President Mickelsen	Aye

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

Director Coverdell reported on the District's latest Finance Committee meeting. Director Larimer commented on his attendance at recent Sewer Authority Mid-Coastside meetings, and Director Feldman provided a brief report on the District's Water Resources Committee meeting, which consisted of a meeting of the Pilarcitos Restoration Workgroup members.

6) GENERAL BUSINESS

A. Resolution 2010-02 - Congratulating the Association of California Water Agencies (ACWA) on its Centennial Anniversary

Mr. Dickson introduced this item and briefly summarized some of the services, opportunities, and benefits the District has been provided through its membership to ACWA since 1955, noting that the Board may wish to adopt the Resolution congratulating ACWA on its 100th anniversary.

ON MOTION BY Director Donovan and seconded by Vice-President Feldman, the Board voted as follows, by roll call vote, to adopt Resolution 2010-02 Congratulating the Association of California Water Agencies on its Centennial Anniversary:

Director Coverdell	Aye
Vice-President Feldman	Aye
Director Larimer	Aye
Director Donovan	Aye
President Mickelsen	Aye

B. Water Reclamation Update

Mr. Dickson reviewed the current status of the Principles of Agreement between the District and the Sewer Authority Mid-Coastside (SAM), indicating that he expected the revised Principles to be brought back to the SAM Board for consideration at their March 22, 2010 meeting. He also updated the Board on SAM's funding application and explained that he believed the best approach to obtain Federal funds for the coastside recycling project is for CCWD and SAM to work together through the Bay Area Recycled Water Coalition (BARWC) process and that he would continue to work with SAM staff toward this goal.

Director Larimer indicated that he had attended the recent SAM Board meetings and shared his views of the limited progress that is being made in the development of the potential recycled water project. A brief discussion among the Board members ensued.

7) GENERAL MANAGER'S REPORT INCLUDING MONTHLY INFORMATIONAL REPORTS

Mr. Dickson reviewed the highlights of the General Manager's report, including details of the recent annual meeting with the San Francisco Public Utilities Commission's Wholesale Customers and a review of staff's proposed schedule for presentation and consideration of the Fiscal Year 2010-2011 budget.

- A. Monthly Water Resources Report**
- B. Water Shortage and Drought Contingency Plan Update**
- C. Operations Report**

Ms. Brennan informed the Board of the upcoming Water Efficient Landscape Classes. Mr. Guistino addressed a few brief comments from the Board regarding the Operations Report.

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

There were no Director comments.

9) ADJOURNMENT

The meeting was adjourned at 7:58 p.m. The next regular meeting of the Coastside County Water District's Board of Directors is scheduled for Tuesday, April 13, 2010.

Respectfully submitted

David R. Dickson, General Manager
Secretary of the Board

Chris R. Mickelsen, President
Board of Directors

COASTSIDE COUNTY WATER DISTRICT
Installed Water Connection Capacity & Water Meters

2010

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

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

Installed Water Meters	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Totals
HMB Non-Priority	1												1
HMB Priority													0
County Non-Priority													0
County Priority													0
Monthly Total	1	0	1										

2010 Water Service Installations

2010 Water Service Installations

APN	Name	Install Address	City/Community	Meter Size	Type	Date Installed	Notes
056-161-100	Cameron Jeffs	311 Church Street	HMB	5/8"	Non-Priority	6-Jan-10	1" DC also installed
047-112-230	Jerry Lane	225 Navarra Ave	EG	1"	fire	11-Feb-10	fire only
056-104-090	Brian and Lisa Lewis	221 Garcia	HMB	1 1/2"	fire	18-Feb-10	fire only

added capacity

TOTAL CCWD PRODUCTION (MG) ALL SOURCES-2010

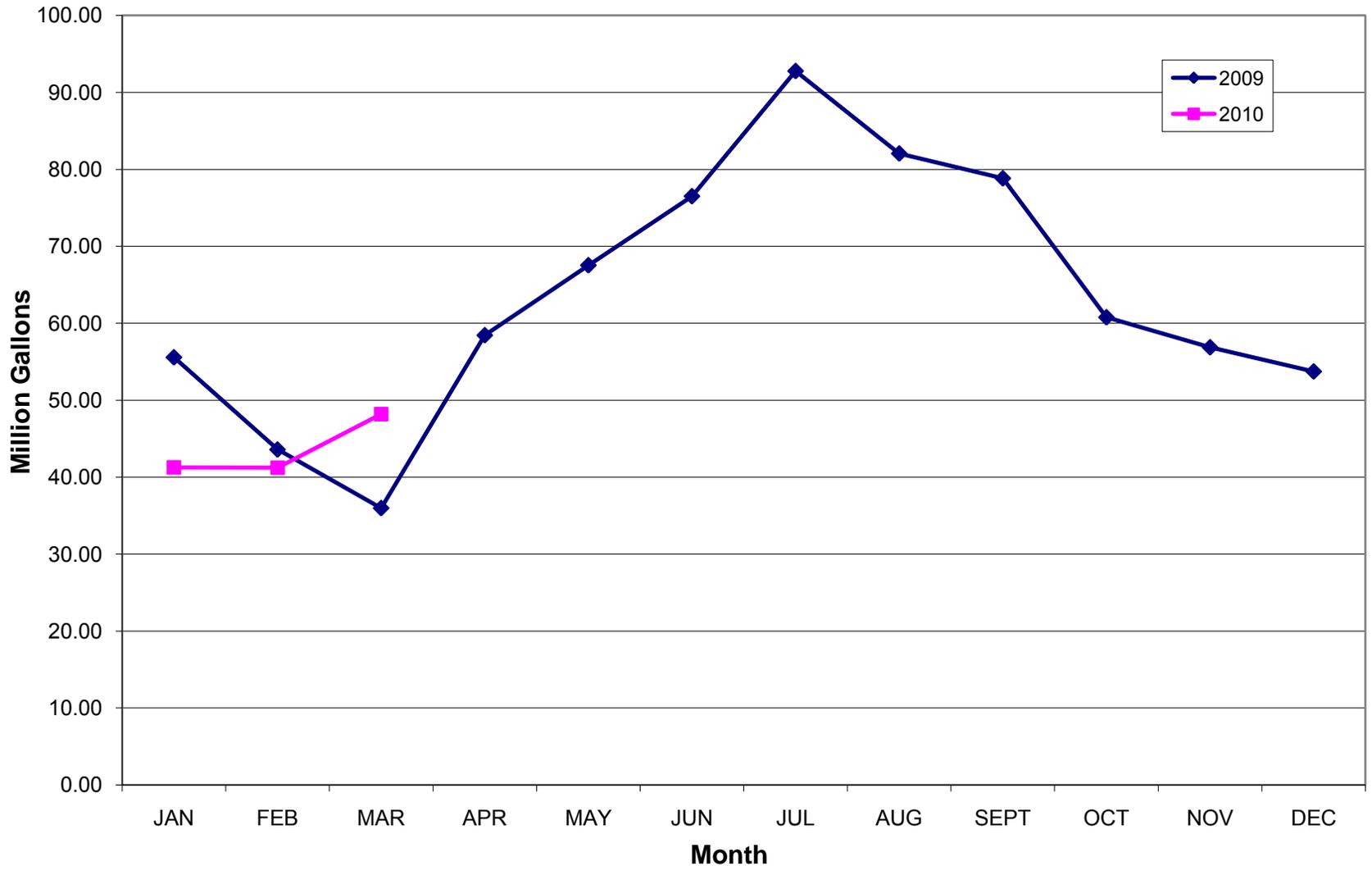
	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTONW ELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JAN	9.51	6.60	0.00	0.00	25.35	41.46	0.19	41.27
FEB	9.93	30.99	0.00	0.00	0.00	40.92	-0.32	41.24
MAR	11.65	37.69	0.00	0.00	0.00	49.34	1.16	48.18
APR								
MAY								
JUN								
JUL								
AUG								
SEPT								
OCT								
NOV								
DEC								
TOTAL	31.09	75.28	0.00	0.00	25.35	131.72	1.038	130.68
% TOTAL	23.6%	57.2%	0.0%	0.0%	19.2%	100.0%	0.79%	99.2%

12 Month Running Treated Total 756.04

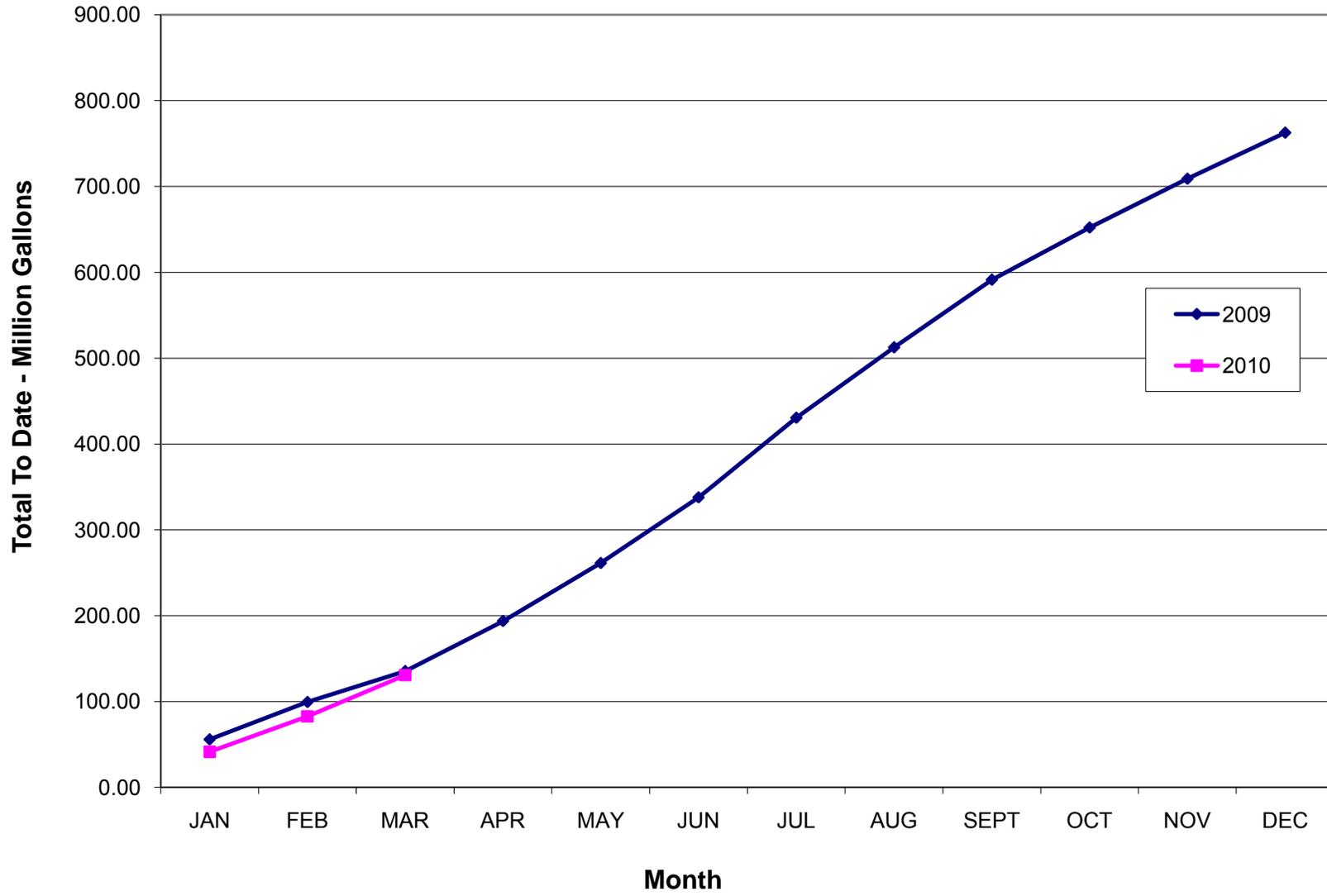
TOTAL CCWD PRODUCTION (MG) ALL SOURCES-2009

	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTONW ELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JAN	1.56	0.00	0.00	0.78	52.21	54.55	-0.96	55.51
FEB	4.19	5.11	0.00	0.00	33.52	42.82	-0.76	43.58
MAR	1.12	35.08	0.00	0.00	0.00	36.20	0.24	35.96
APR	0.00	58.566	0.30	0.76	0.00	59.63	1.23	58.40
MAY	0.00	49.27	2.43	12.46	3.77	67.93	0.45	67.48
JUN	0.00	57.09	2.38	11.07	5.84	76.38	-0.10	76.48
JUL	0.00	1.78	0.00	1.27	90.10	93.15	0.42	92.73
AUG	0.00	0.00	0.00	0.00	82.30	82.30	0.33	81.97
SEPT	0.00	0.00	0.00	0.00	78.74	78.74	-0.07	78.81
OCT	0.00	0.00	0.00	0.00	60.48	60.48	-0.26	60.74
NOV	5.14	0.00	0.69	2.85	48.00	56.68	-0.15	56.83
DEC	7.93	0.00	0.6	3.07	40.13	51.73	-0.185	51.92
TOTAL	19.94	206.90	6.40	32.26	495.09	760.59	0.190	760.40
% TOTAL	2.6%	27.2%	0.8%	4.2%	65.1%	100.0%	0.02%	100.0%

Monthly Production 2010 vs. 2009



Cumulative Production 2010 vs. 2009



**Coastside County Water District Monthly Sales By Category (MG)
2010**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	MG to Date
RESIDENTIAL	20.466	32.739	17.123										70.33
COMMERCIAL	5.336	1.055	5.677										12.07
RESTAURANT	2.192	0.239	2.512										4.94
HOTELS/MOTELS	2.699	1.872	2.512										7.08
SCHOOLS	0.347	0.233	0.367										0.95
MULTI DWELL	2.431	1.722	2.215										6.37
BEACHES/PARKS	0.436	0.004	0.599										1.04
FLORAL	5.243	6.738	7.648										19.63
RECREATIONAL	0.025	0.228	0.018										0.27
MARINE	0.975	0.000	0.779										1.75
IRRIGATION	0.120	0.653	0.046										0.82
Portable Meters	0.000	1.429	0.000										1.43
TOTAL - MG	40.27	46.91	39.50	0.00	126.68								

Running 12 Month Total

698.87

**Coastside County Water District Monthly Sales By Category (MG)
2009**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	MG to Date
RESIDENTIAL	23.097	35.336	18.88	37.224	23.718	48.096	29.420	55.001	29.038	48.765	22.031	34.135	404.74
COMMERCIAL	5.456	0.952	4.953	1.188	5.552	1.217	6.815	1.275	6.710	1.512	5.317	1.047	41.99
RESTAURANT	2.623	0.123	2.585	0.12	2.872	0.126	3.196	0.337	3.279	0.313	2.527	0.272	18.37
HOTELS/MOTELS	3.755	0.085	3.39	0.088	3.928	0.115	4.721	2.061	4.029	1.735	3.473	1.291	28.67
SCHOOLS	0.737	0.034	0.509	0.043	1.615	0.12	2.884	1.989	1.966	1.490	1.079	0.525	12.99
MULTI DWELL	1.863	1.331	2.533	1.277	2.441	1.435	2.872	3.378	3.531	2.424	2.055	2.254	27.39
BEACHES/PARKS	0.405	0.017	0.305	0.052	0.818	0.101	1.049	0.146	1.180	0.074	0.563	0.014	4.72
FLORAL	9.622	0.242	11.549	0.241	16.427	0.158	13.865	7.366	9.049	7.344	8.228	5.018	89.11
RECREATIONAL	0	0.17	0.046	0.221	0.055	0.203	0.070	0.260	0.080	0.194	0.026	0.203	1.53
MARINE	1.006	0	0.812	0	0.802	0	0.966	0.000	1.233	0.000	1.184	0.000	6.00
IRRIGATION	2.042	1.247	1.076	1.213	0.728	2.418	17.384	15.809	11.340	8.194	3.227	3.234	67.91
PORTABLE METERS	0	0.371	0	0.193	0	0.362	0.000	1.739	0.000	1.676	0.000	1.563	
MG	50.61	39.91	46.64	41.86	58.96	54.35	83.24	89.36	71.44	73.72	49.71	49.56	709.34

Coastside County Water District
Monthly Leak Report
 March 2010

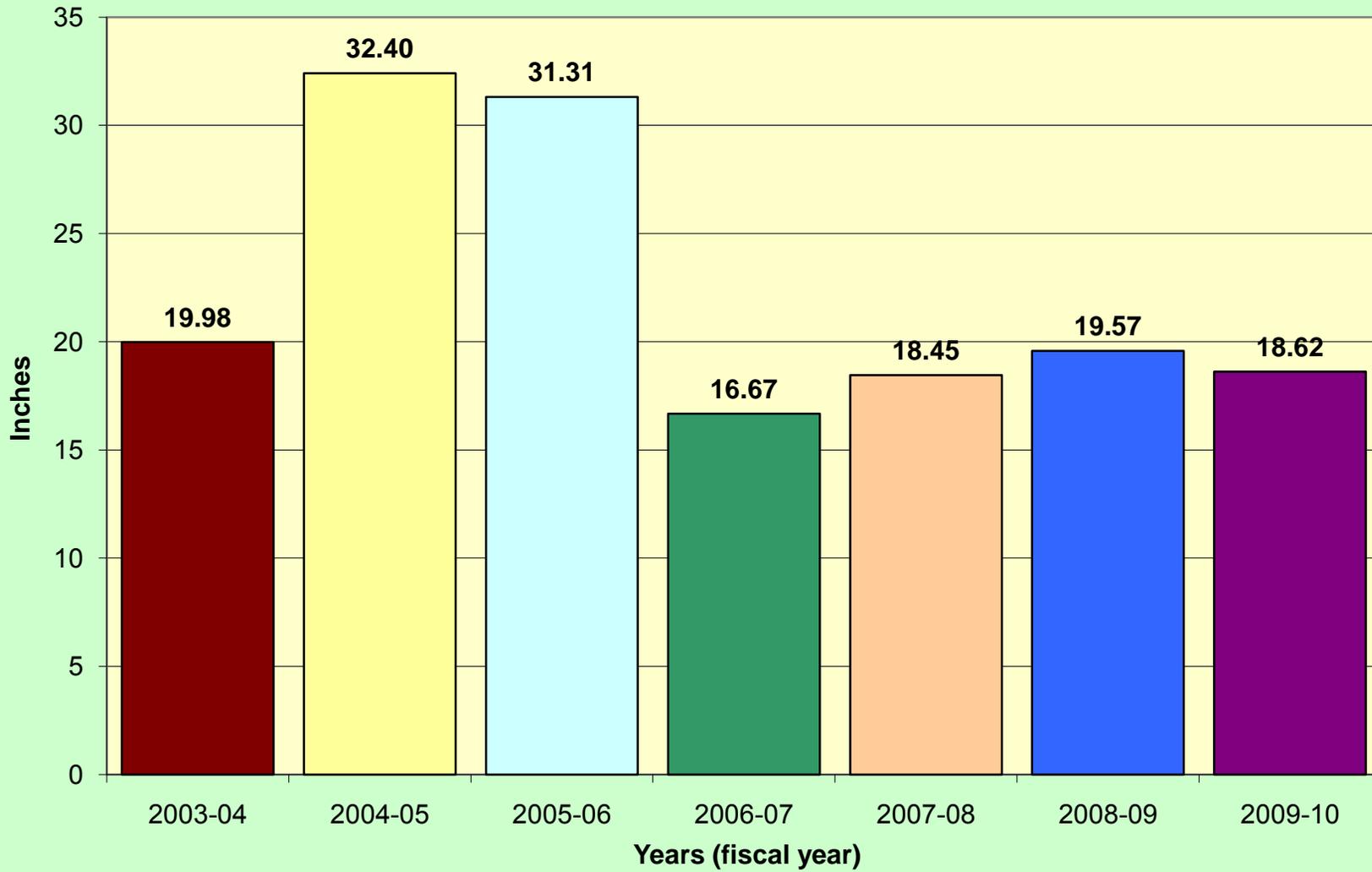
Date	Location	City	Pipe Type/Size	Repair Material	Estimated Water Loss (gallons)	Repair Material Costs	Manpower and Equipment Costs	Estimated Cost of Repair (dollars)
03-Mar-10	546 Vallejo St	EG	1" plastic service	1"x3/4" comp / 3/4" angle stop / 1" comp nut / 1 ft 1" cop / 1" x 15' 3/4" cop	2,500	\$158.25	\$3,000	\$3,158
TOTAL					2,500.00	158.25	3,000.00	3,158.25

Coastside County Water District
 766 Main Street
 July 2009 - June 2010

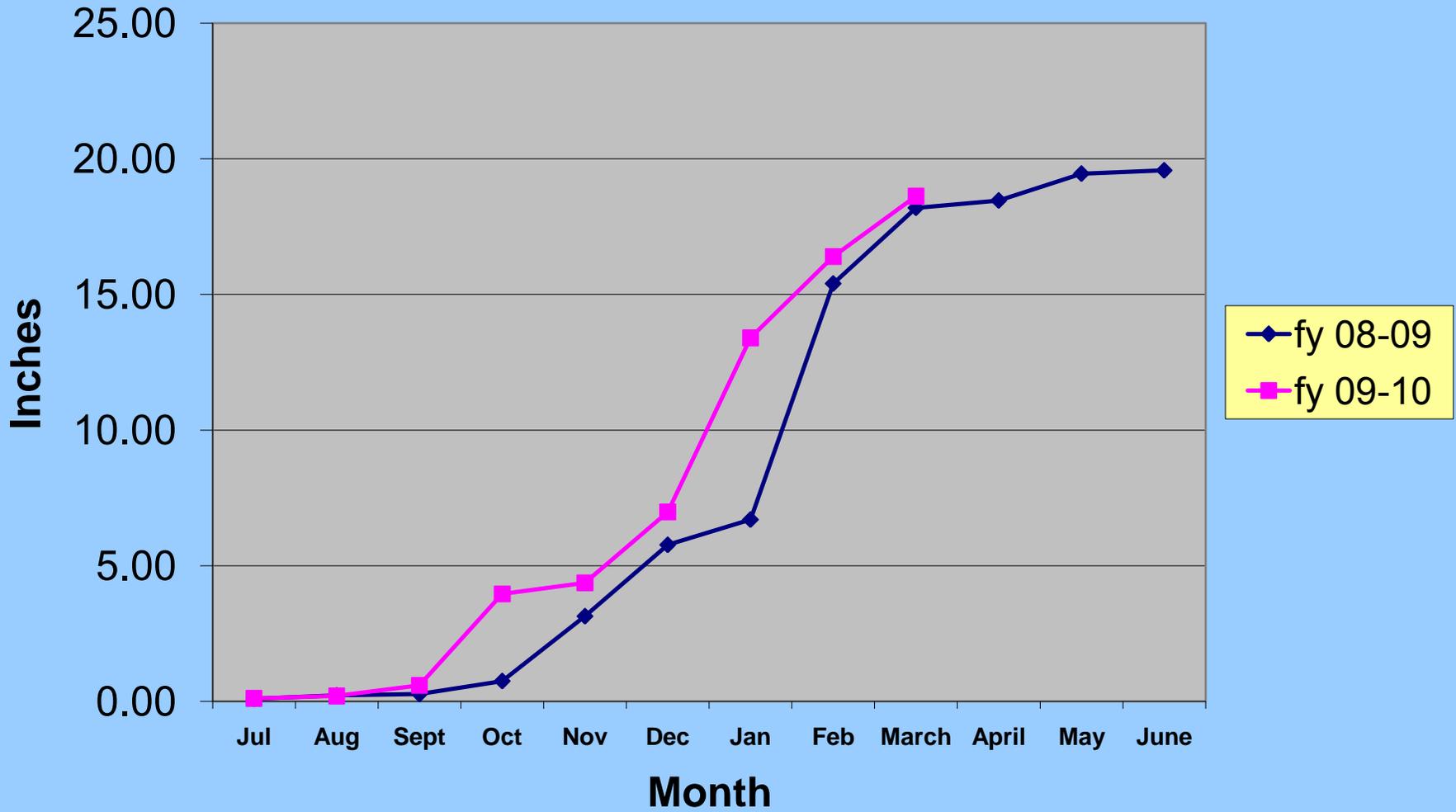
District Office
 Rainfall in Inches

	2009						2010					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0.01	0	0	0.01	0	0.01	0	0.01			
2	0	0	0	0	0	0	0.01	0	0.42			
3	0	0.02	0	0	0	0	0	0	0.42			
4	0	0	0	0	0	0	0	0.27	0.01			
5	0	0.01	0.01	0	0	0	0	0	0			
6	0	0.04	0.01	0	0.15	0.27	0	0.08	0			
7	0	0	0.01	0	0.01	0.24	0	0.01	0			
8	0	0	0	0	0	0	0	0.09	0.13			
9	0	0	0	0	0	0	0	0.4	0.02			
10	0	0	0	0	0	0.09	0	0.01	0.02			
11	0	0.01	0	0	0	0.25	0	0	0			
12	0	0	0	0	0	0.53	0.42	0.04	0.81			
13	0	0	0.32	3.21	0	0.21	0.01	0.01	0.01			
14	0	0	0	0.01	0.04	0	0.01	0.01	0			
15	0	0	0.01	0	0	0	0	0.01	0			
16	0.01	0	0	0	0.01	0.11	0.18	0	0			
17	0	0	0	0.01	0.03	0.01	0.37	0.01	0			
18	0	0	0	0	0.01	0	0.85	0.02	0			
19	0	0	0.01	0.09	0	0	1.34	0.02	0			
20	0	0	0	0.01	0.07	0	1.47	0.04	0			
21	0	0	0	0	0.01	0.12	0.48	0.27	0			
22	0.01	0	0	0.01	0	0.01	0.36	0.01	0			
23	0.02	0	0	0.01	0	0	0.26	0.57	0.01			
24	0.01	0	0	0	0	0	0.01	0.18	0.13			
25	0.01	0	0	0.01	0	0	0.19	0	0.02			
26	0	0	0	0.01	0	0.59	0.04	0.59	0			
27	0.01	0	0.01	0	0.07	0	0	0.36	0			
28	0.01	0	0.01	0	0	0	0	0	0			
29	0.01	0	0	0	0	0.16	0.39		0.08			
30	0.01	0	0	0	0	0.02	0.01		0.11			
31	0.01	0		0		0	0.01		0.02			
Mon.Total	0.11	0.09	0.39	3.37	0.41	2.61	6.42	3.00	2.22	0.00	0.00	0.00
Year Total	0.11	0.20	0.59	3.96	4.37	6.98	13.40	16.40	18.62	18.62	18.62	18.62

Rain Totals



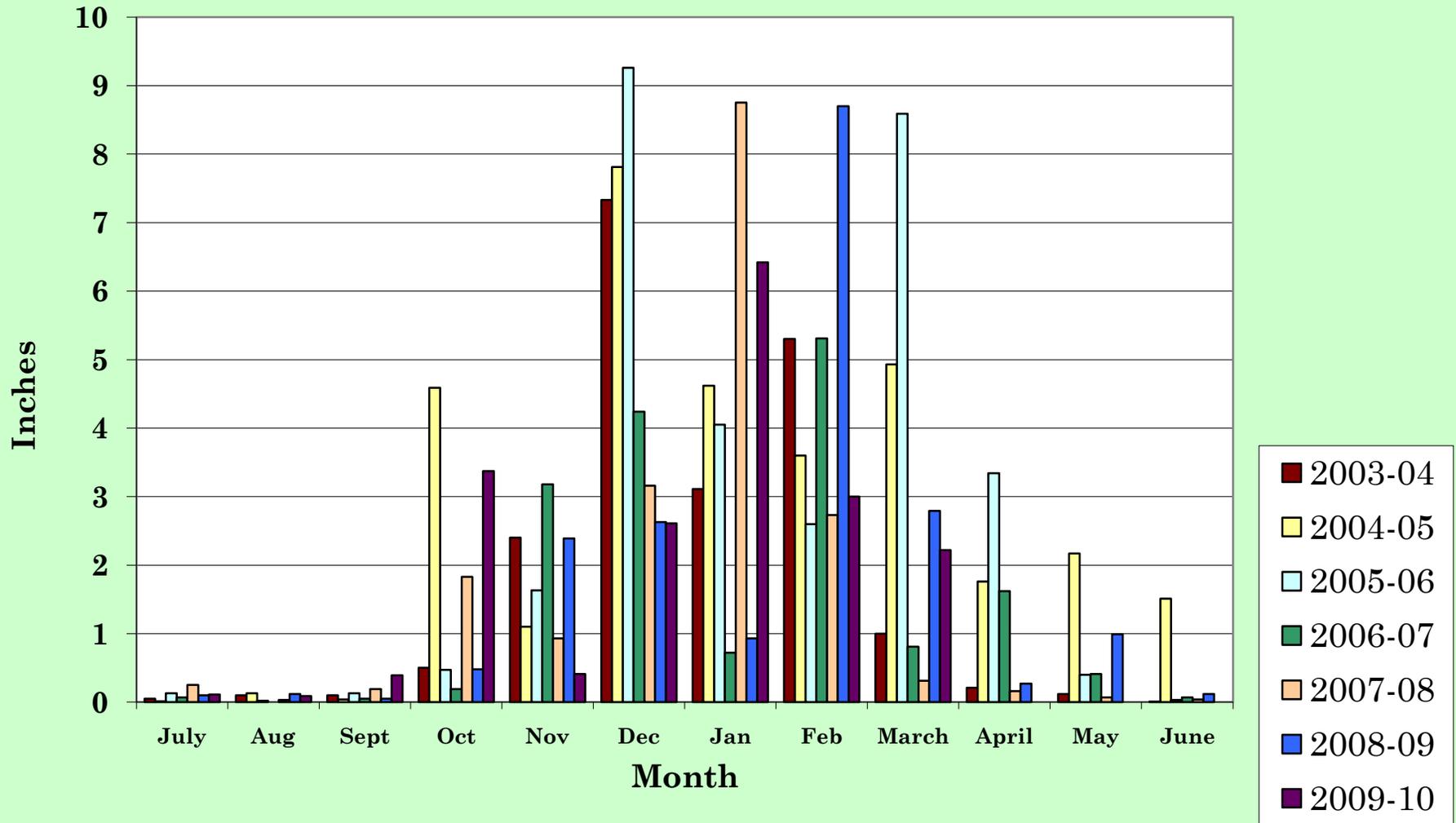
Rainfall Totals fy 09 - 10



Coastside County Water District

Rainfall by Month

July '09 thru Jun '10



MONTHLY CLIMATOLOGICAL SUMMARY for MAR. 2010

NAME: Office CITY: Half Moon Bay STATE: CA ELEV: 80 LAT: 37 38' 00" LONG: 122 25'59"

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	56.1	65.4	2:30p	47.5	1:00a	8.9	0.0	0.01	1.1	13.0	5:00p	S
2	56.9	64.4	1:00p	53.6	10:30p	8.1	0.0	0.42	2.2	15.0	9:30a	SE
3	53.7	63.9	1:30p	42.9	11:30p	11.3	0.0	0.42	3.3	17.0	5:30a	SSW
4	49.0	59.4	3:30p	40.4	7:30a	16.0	0.0	0.01	1.5	12.0	1:30p	WSW
5	52.4	65.7	1:30p	41.9	12:30a	12.6	0.0	0.00	1.4	11.0	12:00m	N
6	55.2	63.4	12:00p	46.6	12:00m	9.8	0.0	0.00	3.0	15.0	12:30a	WNW
7	54.8	60.0	12:30p	47.2	12:30a	10.2	0.0	0.00	2.5	13.0	2:00p	SW
8	52.5	59.9	2:30p	46.2	7:30p	12.5	0.0	0.13	4.5	28.0	5:30p	NNW
9	48.9	58.0	3:00p	38.1	7:00a	16.1	0.0	0.02	3.7	20.0	12:30a	NNW
10	50.1	56.4	2:30p	41.8	12:00m	14.9	0.0	0.02	3.1	22.0	1:00a	NNW
11	48.7	59.7	4:30p	39.0	5:30a	16.3	0.0	0.00	1.3	10.0	2:30p	SSW
12	51.8	64.5	8:30a	43.5	1:30a	13.2	0.0	0.81	2.2	21.0	2:00p	N
13	48.0	57.5	2:00p	39.0	7:00a	17.0	0.0	0.01	2.3	17.0	3:30p	NNE
14	49.8	60.8	2:30p	39.3	6:00a	15.2	0.0	0.00	1.7	14.0	4:30p	NNE
15	52.8	65.7	2:30p	41.2	5:00a	12.2	0.0	0.00	1.1	10.0	4:30a	NE
16	55.7	66.2	1:00p	45.6	6:00a	9.3	0.0	0.00	1.5	14.0	3:30p	NNE
17	55.8	64.9	2:00p	47.9	12:00m	9.2	0.0	0.00	1.2	13.0	5:00p	NW
18	55.8	71.2	12:30p	45.7	2:30a	9.6	0.5	0.00	1.3	11.0	3:00p	WSW
19	62.3	74.6	4:00p	48.9	12:00m	4.9	2.3	0.00	2.5	21.0	4:00a	SSW
20	54.6	66.1	2:30p	44.1	3:30a	10.4	0.0	0.00	1.2	9.0	2:00p	SSW
21	54.1	63.7	12:00p	44.0	3:00a	10.9	0.0	0.00	1.6	13.0	3:00p	SW
22	53.9	61.8	1:00p	46.3	12:00m	11.1	0.0	0.00	2.0	15.0	2:00p	NW
23	54.6	68.7	11:30a	42.7	6:00a	10.5	0.1	0.01	1.3	12.0	11:00a	N
24	55.2	66.0	3:00p	44.9	6:00a	9.8	0.0	0.13	2.3	13.0	8:00p	S
25	56.2	63.3	1:00p	47.9	12:00m	8.8	0.0	0.02	1.6	12.0	1:00p	SW
26	51.0	59.9	3:00p	42.4	6:30a	14.0	0.0	0.00	1.6	14.0	2:00p	WNW
27	54.6	66.0	3:30p	43.2	1:30a	10.4	0.0	0.00	1.4	9.0	10:30a	SSW
28	53.2	64.8	3:30p	44.4	3:30a	11.8	0.0	0.00	1.1	9.0	12:30p	SSW
29	59.0	69.4	3:00p	48.2	12:30a	6.3	0.3	0.08	2.4	16.0	4:00p	S
30	57.5	64.0	3:30p	51.3	11:00p	7.5	0.0	0.11	3.3	20.0	5:30a	SSW
31	52.2	63.9	12:00p	44.5	12:00m	12.8	0.0	0.02	2.1	18.0	12:00p	S
	53.8	74.6	19	38.1	9	351.6	3.2	2.22	2.0	28.0	8	SSW

Max >= 90.0: 0

Max <= 32.0: 0

Min <= 32.0: 0

Min <= 0.0: 0

Max Rain: 0.81 ON 3/12/10

Days of Rain: 11 (>.01 in) 6 (>.1 in) 0 (>1 in)

Heat Base: 65.0 Cool Base: 65.0 Method: Integration

San Francisco Public Utilities Commission Hydrological Conditions Report For March 2010

J. Chester, B. McGurk, A. Mazurkiewicz, & M. Tsang
April 5, 2010



USFS Snow Surveyors Tyler Henner and Kendall Jewett making measurements at the Bond Pass snow course.



Spotted Fawn snow course and aerial marker, and Huckleberry cabin. Photos by A. Mazurkiewicz

Current System Storage

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

Table 1 Current Storage As of April 1, 2010							
Reservoir	Current Storage		Maximum Storage		Available Capacity		Percent of Maximum Storage
	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	
Tuolumne System							
Hetch Hetchy ^{1/}	263,080		340,830		77,750		77.2%
Cherry ^{2/}	244,712		268,810		24,098		91.0%
Lake Eleanor ^{3/}	19,961		23,541		3,580		84.8%
Water Bank	569,665		570,000		335		99.9%
Tuolumne Storage	1,097,418		1,203,181		105,763		91.2%
Local Bay Area Storage							
Calaveras ^{4/}	47,588	15,506	96,824	31,550	49,236	16,044	49.1%
San Antonio	49,204	16,033	50,496	16,454	1,292	421	97.4%
Crystal Springs	53,969	17,586	58,377	19,022	4,408	1,436	92.4%
San Andreas	17,202	5,605	18,996	6,190	1,794	585	90.6%
Pilarcitos	2,812	916	3,100	1,010	288	94	90.7%
Total Local Storage	170,775	55,646	227,793	74,226	57,018	18,580	75.0%
Total System	1,268,193		1,430,974		162,781		88.6%

^{1/} Maximum Hetch Hetchy Reservoir storage with drum gates de-activated.

^{2/} Maximum Cherry Reservoir storage with flash-boards out.

^{3/} Maximum Lake Eleanor storage with all stop-logs out.

^{4/} Available capacity does not take into account current DSOD storage restrictions.

Hetch Hetchy System Precipitation Index ^{5/}

Current Month: The March six-station precipitation index is 4.45 inches, or 81.7% of the average index for the month. The precipitation gauge at Hetch Hetchy received 4.61 inches of precipitation in March. Precipitation accumulation was spread over 4 small events throughout the month.

Cumulative Precipitation to Date: The accumulated six-station precipitation index for water year 2010 is 30.08 inches, which is 84.6% of the average annual water year total, or 102.3% of the season-to-date precipitation. The water year cumulative precipitation for the Hetch Hetchy gauge is shown in Figure 1 in red, and is on the median line.

^{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.

Precipitation at Hetch Hetchy: Water Year 2010

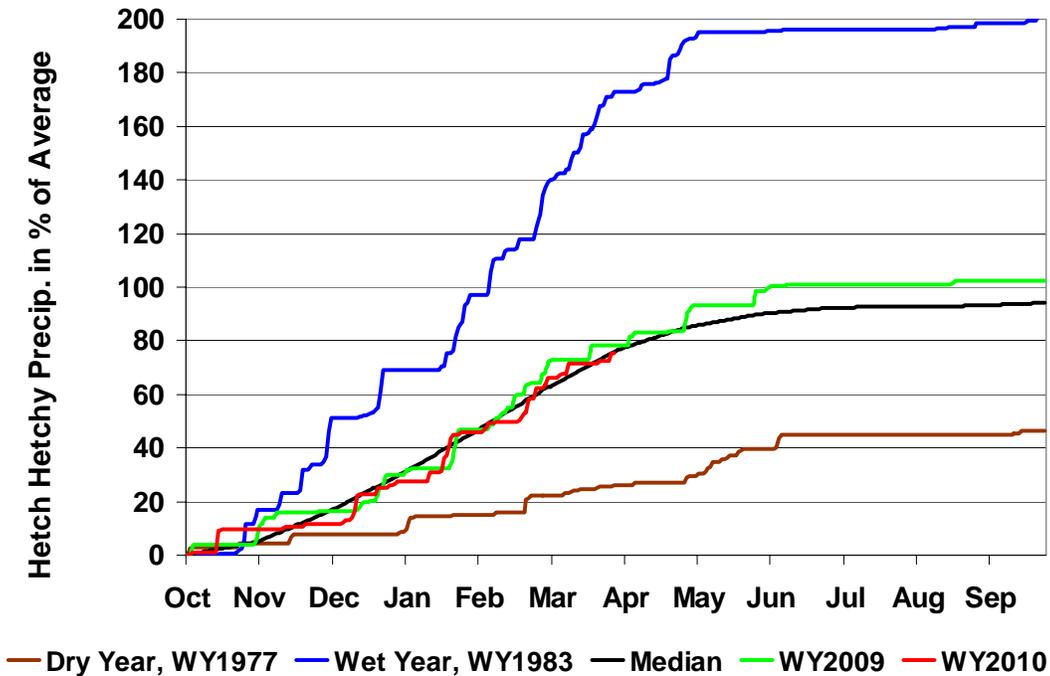


Figure 1: Water year 2010 cumulative precipitation received at Hetch Hetchy Reservoir through the end-of-month March. Precipitation curves for wet, dry, median, and WY 2009 years for the station at Hetch Hetchy are included for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange as of March 31st is summarized below in Table 2. The March inflows to the SFPUC reservoirs were close to normal, while Tuolumne at La Grange and Water Available to the City were below normal.

Table 2 Unimpaired Inflow Acre-Feet								
	March 2010				October 1, 2009 through March 31, 2010			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	43,123	38,023	41,388	104.2%	125,736	114,363	131,004	96.0%
Inflow to Cherry Reservoir and Lake Eleanor	38,337	36,974	41,474	92.4%	123,892	109,583	135,854	91.2%
Tuolumne River at La Grange	160,634	161,637	191,542	83.9%	459,249	508,939	611,219	75.1%
Water Available to the City	20,755	30,065	69,031	30.1%	71,298	143,062	231,718	30.8%

⁶ Hydrologic Record: 1919 – 2005.

Hetch Hetchy System Operations

Due to the January and February SJPL shutdown and near-normal monthly inflow, Hetch Hetchy storage is relatively high for this time of year. Draft from Hetch Hetchy Reservoir in March totaled about 52,312 acre-feet of water. In addition to draft made to support minimum streamflow releases and SJPL deliveries, power draft was made in order to reduce the projected spring runoff spill and increase available storage capacity. Due to the accumulated precipitation, minimum streamflow releases at O'Shaughnessy Dam are following schedule "A".

During March, about 45,493 acre-feet of power draft was made from Cherry Reservoir to support the City's Municipal load, District Class 1, other loads or accounts, and sales. Pumping from Eleanor to Cherry during March was done to control future spill at Lake Eleanor. Over 13,537 acre-feet of water was transferred from Eleanor to Cherry in February.

Local System Operations

The Sunol Valley Treatment Plant was off-line the majority of days in March to allow for maintenance, the average rate for the month was less than 2 MGD. The Harry Tracy Water Treatment Plant rate averaged 38 MGD.

Local System Water Demand

March water demand averaged 179 MGD, a 7% increase over the February demand of 167 MGD.

Local Precipitation

March precipitation across the East Bay and Peninsula watersheds was 104% of average for the month. Precipitation totals are presented in Table 3.

Reservoir	Month Total (inches)	Percentage of Normal for the Month	Year To Date ⁷ (inches)	Percentage of Normal for the Year-to-Date ⁷
Pilarcitos	5.95	109 %	31.27	89 %
Lower Crystal Springs	3.55	92 %	21.67	90 %
Calaveras	3.58	110 %	19.52	102 %

⁷ Since July 1, 2009

Snowmelt and Water Supply

Manual snow survey measurements were made during the last week of March and the first few days of April. The April 1st snowpack is typically the annual peak snowpack accumulation for the season, and these data are the benchmark measurement for predicting water supply. The measurements within the Tuolumne River watershed indicate that the snowpack is 107% of average April 1st conditions. The April 1st snow survey results show the persistence of the low-elevation snowpack conditions as above normal and 100% snow coverage down to 6,000 feet. There does continue to be a disproportionally greater-than-normal snowpack at the lower-elevation snow courses than at high-elevation snow courses. These factors are considered in the water supply forecasting model.

The most significant months of precipitation for the water year have already occurred and have resulted in above-normal conditions, or 102% of precipitation accumulation to date. Historically, precipitation accumulation for April accounts for about 9% of the annual accumulation. Significant events have occurred in April but are rare in the historic record. The first few days of April have brought significant precipitation accumulation and over 2 feet of new snowfall in the high country. The precipitation gauge at Hetch Hetchy has recorded 2.25 inches so far in April. Storms will abate for the remainder of the work week, but there is a chance an unsettled pattern may resume next weekend. The seasonal climate forecast is for below-normal temperatures and an equal chance of above or below average precipitation for the month of April. Given the current snowpack conditions, water year 2010 is on track to be slightly above normal hydrologic conditions for snowmelt runoff.

Unimpaired Flow at La Grange & Water Available to the City

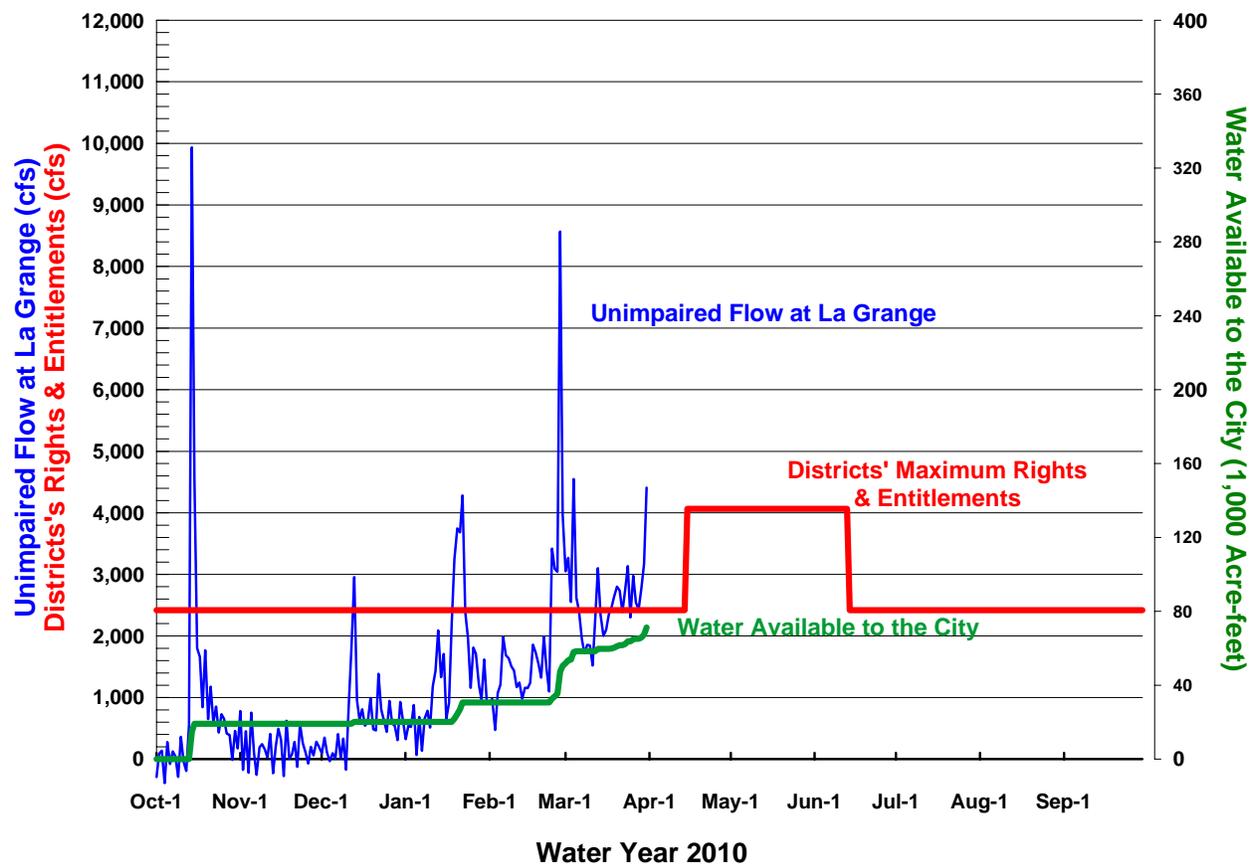


Figure 2: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. Water available to the City for the period from October 1st, 2009 through March 31st, 2010 was 71,298 acre-feet.

April-July Natural Flow at LaGrange

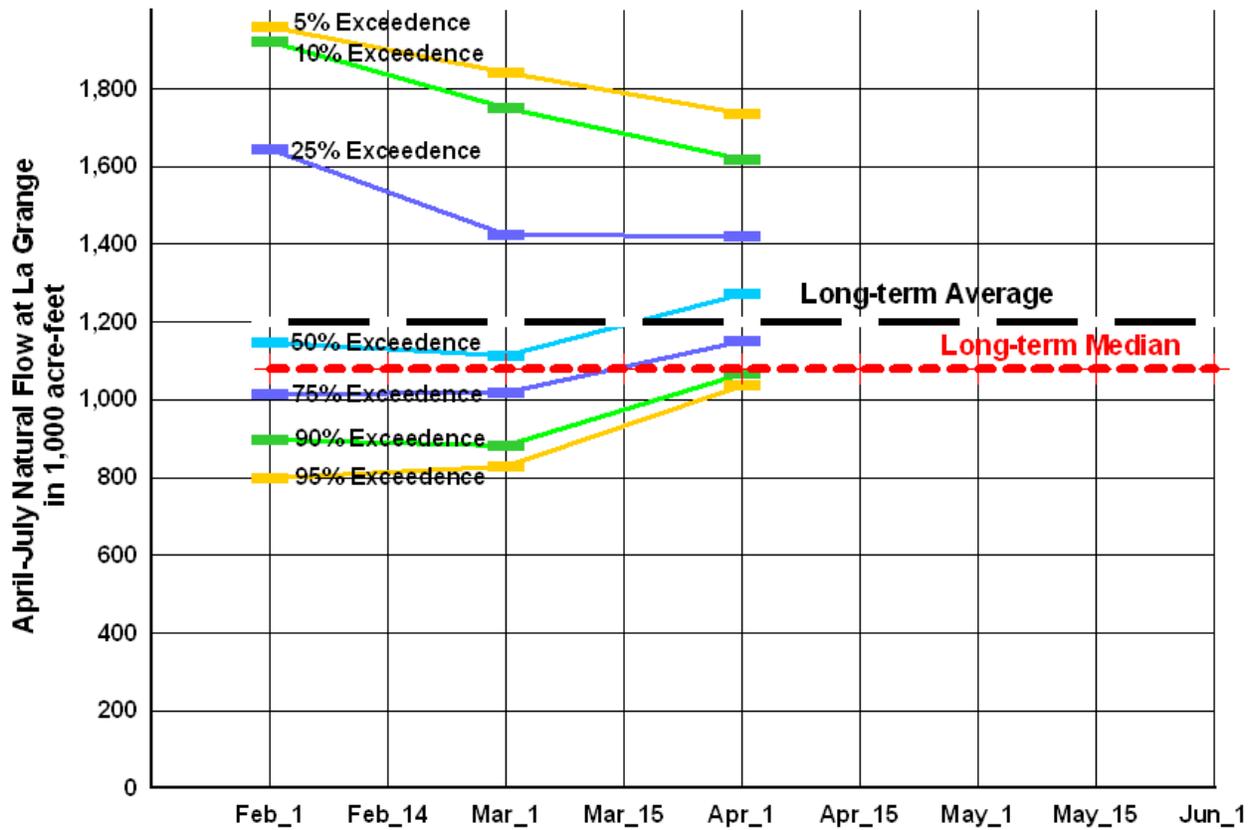


Figure 3: Tuolumne River at La Grange water supply forecast

Using the measured snow course and precipitation data, the volumetric forecast procedure was executed. The La Grange forecast indicates that the median amount of runoff that may occur this year is about 127% of the long-term median. The median forecast of April-to-July runoff is about 1,273 TAF, compared to the long-term median runoff for the April-to-July period of 1,080 TAF. For natural flow at La Grange, there is an 80 percent chance that the April-to-July natural runoff will be between 1,069 TAF and 1,619 TAF.

cc	HHWP Records	Dufour, Alexis	Jue, Tyrone	Patterson, Mike
	Briggs, David	Gibson, Bill	Kehoe, Paula	Ramirez, Tim
	Cameron, David	Griffin, Dave	Levin, Ellen	Ritchie, Steve
	Carlin, Michael	Hale, Barbara	Mazurkiewicz, Adam	Rydstrom, Todd
	Chester, John	Hannaford, Margaret	McGurk, Bruce	Samii, Camron
	DeGraca, Andrew	Harrington, Ed	Meier, Steve	Sandkulla, Nicole
	Dhakai, Amod	Jensen, Art	Nelson, Kent	Tsang, Michael

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Dave Dickson, General Manager

Agenda: April 13, 2010

Date: April 7, 2010

Subject: Acceptance of 311 Church Street Non-Complex Pipeline Extension Project

Recommendation:

Accept the water system improvements for the Non Complex Pipeline Extension Project at 311 Church Street as complete.

Background:

A non-complex pipeline extension project for Miramontes Street was completed in February 2010.

The District accepts the project utility system according to the conditions listed below:

- √ That the Project Utility System was constructed in accordance with the district regulations.
- √ All costs for the construction of the Project has been borne by the applicant. No outstanding fees are due at this time.

Fiscal Impact: None.

Recorded at Request of
and Return To:

Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN:

1. The undersigned is an owner of an interest or estate in the hereafter described real property, the nature of which is: easement.
2. The full name and address of the undersigned is:
COASTSIDE COUNTY WATER DISTRICT
766 MAIN STREET
HALF MOON BAY, CALIFORNIA 94019
3. On the 16th day of February, 2010 there was completed upon the hereinafter described real property a work of improvement as a whole named 311 Church Street Non-Complex Pipeline Extension Project, consisting of approximately four hundred and fifty feet of six inch water pipeline and appurtenances.
4. The name of the original contractor for the work of improvement as a whole was:
Andreini Bros., Inc., 151 Main Street, Half Moon Bay, CA 94019.
5. The real property herein referred to is situated in the County of San Mateo, State of California, and described as follows:

Four hundred and fifty feet of six inch water pipeline beginning at Mill Street and extended North to 311 Church Street in Half Moon Bay, California (APN 056-161-220).

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

COASTSIDE COUNTY WATER DISTRICT

By: _____
David R. Dickson, General Manager

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: April 13, 2010

Report

Date: April 8, 2010

Subject: Priority Connection Purchase Agreement for Low-Income Senior Housing

Recommendation:

Approve the attached letter agreement with Senior Coastsiders, Inc. and Coastside Adult Day Health Center regarding purchase of priority connections for low-income senior housing.

Background:

Senior Coastsiders, Inc. and Coastside Adult Day Health Center are working with Lesley Senior Communities, Inc. to develop low-income senior housing, as well as facilities for their activities, on a parcel at 925 Main Street in Half Moon Bay. They have submitted an application to purchase priority connections (9.5 5/8" equivalents) for the affordable housing component of the project, supported by a letter from the City saying that the project is a priority use for water supply purposes according to City policy. The City did not submit information, however, demonstrating compliance with the District's requirement that the property "is zoned for and designated as entitled to priority water service under the applicable local coastal plan."

Staff has discussed this issue with the City and with the applicants, and we have concluded that we will need additional time to resolve the discrepancy and to ensure that the District complies with Coastal Development Permit conditions related to priority connections. The attached agreement acknowledges the application and gives the District until January 1, 2011 to execute the purchase agreement and deliver the connections. If the District cannot satisfy itself as to the project's eligibility for priority connections, the applicants will receive a refund of the Transmission and Storage Fees paid (\$66,215).

Fiscal Impact:

None.

April 7, 2010

Senior Coastsiders, Inc.
Attn: Cara Schmaljohn
535 Kelly Avenue
Half Moon Bay, CA 94019

Coastside Adult Day Health Center
Attn: Janie Bono-James
645 Correas
Half Moon Bay, CA 94019

Re: Purchase of Priority Water Service Connections

Dear Ms. Schmaljohn and Ms. Bono-James:

The Coastside County Water District ("District"), on April 1, 2010, received the Priority Water Service Connection Purchase Agreement ("Application") submitted by Senior Coastsiders, Inc., and Coastside Adult Day Health Center (collectively, "Applicants") for the purchase of priority water service connections for use on certain property in the City of Half Moon Bay for a low income senior housing project.

The Application is substantially complete. However, there is a discrepancy in the requirements of Section 4 of the Application and the February 11, 2010 letter submitted by the City of Half Moon Bay ("City"). Section 4 requires that the Applicants submit a letter from the City "advising the District that the use to which Purchaser proposes to put the water connection is designated as a priority use, and that the Property is zoned for and designated as entitled to priority water service under the applicable local coastal plan." The February 11, 2010 letter from the City states that the City Planning Commission has approved the proposed development, "finding that housing which is restricted to low and very low income occupants is a priority use for water supply purposes, in accordance with Policy 5.519 (PDP 90-099; Lesley Gardens)." However, the February 11, 2010 letter from the City does not state that the property where the priority connections will be installed "is zoned for and designated as entitled to priority water service under the applicable local coastal plan" as required by Section 4 of the Application.

The District intends to coordinate with the City regarding this discrepancy between the requirements in the Application and the City's February 11, 2010 letter. Until this discrepancy is resolved to the satisfaction of the District, the District will not execute the Application and sell the priority water service connections to the Applicants. However, because the Applicants otherwise submitted a complete Application, including the full purchase price for the priority water service connections requested, the District will agree to sell to Applicants priority water service connections pursuant to the following terms and conditions:

- Number of Priority Water Service Connections: One 3/4-inch connection and one 2-inch connection (the equivalent of 9.5 5/8-inch priority connections).
- Property to be Served: Assessor's Parcel Number 056-210-340.
- Use of Water Service Connections: Low income senior housing project.

- Transmission and Storage Fees: \$10,455 for the one 3/4-inch connection, and \$55,760 for the one 2-inch connection. The District acknowledges receipt of \$66,215 for payment of these transmission and storage fees, the full amount due based on the transmission and storage fee in effect as of the date of this letter.
- Other Fees and Charges: Applicants must pay all other fees and charges applicable at the time the priority water service connections are installed at the rates in place when the connections are installed.
- Term: These terms and conditions for the sale and purchase of priority connections will remain in effect until (1) January 1, 2011; or (2) 30 days after the District provides written notice to Applicants that the discrepancy in the District's requirements and the City's February 11, 2010 letter have been resolved to the satisfaction of the District, whichever occurs first ("Expiration Date"). If the discrepancy between the requirements in the Application and the City's February 11, 2010 letter has not been resolved by January 1, 2011, the Applicants may extend the January 1, 2011 date in the Expiration Date to July 1, 2011 by providing the District with written notice prior to the Expiration Date.
- Refund of Transmission and Storage Fees: If the sale and purchase of the priority water service connections is not completed by the Expiration Date, the District will refund to Applicants the full \$66,215, without any interest, within 30 days from the Expiration Date. In addition, Applicants may withdraw the Application at any time by providing written notice to the District. If the Applicants withdraw the Application, the terms and conditions in this letter are automatically terminated and the District will refund the Applicants the full \$66,215, without any interest, within 30 days from the date the District receives the notice of withdrawal.
- Application: All the terms and conditions of the Priority Water Service Connection Purchase Agreement signed by Applicants and submitted to the District apply to the sale and purchase of these priority water service connections.

If the sale and purchase of the priority water service connections is not completed by the Expiration Date, then any future sale and purchase of water service connections to Applicants will be in accordance with the District regulations, including rates and charges, in effect at the time of purchase.

Please acknowledge Applicants' acceptance of the contents of this letter, including all terms and conditions for the sale and purchase of priority water service connections, by signing the enclosed copy of this letter in the space below and returning it to the District by 5:00 p.m. on April 15, 2010. If the District does not receive the copy of this letter with

Senior Coastsiders, Inc.
Coastside Adult Day Health Center
April 7, 2010
Page 3

Applicants' original signatures by 5:00 p.m. on April 15, 2010, the agreements set forth in this letter will not be effective.

Please do not hesitate to contact me if you have any questions or want to discuss this letter.

Sincerely,

David Dickson
General Manager

* * * * *

Applicants hereby agree to the content of this letter, including the terms and conditions for the sale and purchase of priority water service connections.

Senior Coastsiders, Inc.

Coastside Adult Day Health Center

By: _____
Cara Schmaljohn
Executive Director

By: _____
Janie Bono-James
Executive Director

Dated: _____

Dated: _____

Staff Report

To: Coastside County Water District Board of Directors,
via David Dickson, General Manager

From: Cathleen Brennan, Water Resources Analyst

Agenda: April 13, 2010

Subject: Coastside County Water District Indoor Water Use Efficiency Ordinance

Recommendation:

Consider the proposed Indoor Water Use Efficiency Ordinance and set a public hearing on the ordinance for May 11, 2010, at 7pm. No action on the proposed ordinance is required at this time.

□ Background

Increasing water costs and limited water supply will pose water supply challenges over the next decade for Coastside County Water District (District).

The San Francisco Public Utilities Commission's (SFPUC) decision to limit the available water supply to member agencies of the Bay Area Water Supply and Conservation Agency (BAWSCA) to 184 MGD until at least 2018 will result in an interim water supply allocation for the District. In addition to limitations on available imported water supply, Senate Bill 7x-7 has called for a 20% per capita reduction statewide in water use by the year 2020.

An Environmental surcharge fee will be imposed on the District by SFPUC, if the District's individual interim supply limitation is exceeded and the 184 MGD supply limitation is exceeded. The cost of the SFPUC's water system improvements is projected to result in increased wholesale rates through 2015.

These challenges require the District to evaluate the implementation of additional voluntary water efficiency programs and to take the next step into mandating water efficiency programs. The proposed indoor water use efficiency ordinance is a mandatory water efficiency measure that is expected to reduce per capita indoor water consumption for new and expanded water services in the District's service area. Other examples of mandatory water efficiency measures that the District imposes on customers are metering the usage of all customers and tiered residential water rates.

□ Description

Development of the indoor water use efficiency ordinance was a cooperative effort by BAWSCA member agencies to meet the challenge of reducing water demand and living within current water supply limitations. The ordinance was designed to achieve a 20% water savings for indoor water use and to be consistent with California Green Building Standards

Code, California Senate Bill 7x-7 and the Environmental Protection Agency's WaterSense Program.

The District's proposed ordinance (attached) applies to any project requiring new or expanded water service for new construction, remodels and existing construction. It targets residential and commercial plumbing fixtures and appliances. It also has specific metering requirements to encourage water efficiency.

Fixture	Residential	Non-Residential
Toilets	≤ 1.28 gpf, and ≥ 350 grams	≤ 1.28 gpf, and ≥ 350 grams
Urinals	≤ 0.5 gpf	≤ 0.5 gpf
Showers	≤ 2.0 gpm at 80 psi	≤ 2.0 gpm at 80 psi
Bathroom faucets	≤ 1.5 gpm at 60 psi	≤ 0.5 gpm at 60 psi
Kitchen/Utility faucets	≤ 2.2 gpm at 60 psi	≤ 2.2 gpm at 60 psi
Clothes washers	≤ 6.0 Water Factor	≤ 6.0 Water Factor
Dishwashers	≤ 6.5 gal/cycle, or Energy Star Qualified	Energy Star Qualified
Cooling towers	≥ 5 cycles of concentration or ≥ 2.5 LSI	≥ 5 cycles of oncentration or ≥ 2.5 LSI
Food steamers	--	Boiler less, or Self-contained
Ice machines	-- --	≤ 25 gal/100 lbs ice, or Air-cooled
Pre-rinse spray valves	--	≤ 1.15 gpm at 60 psi
Automatic vehicle wash facilities	--	≥ 50% of water recycled on site
Commercial refrigeration	--	Closed loop, or Air-cooled

A checklist (copy attached) with the requirements was developed to complement the ordinance and assist the applicant with compliance. The checklist will be used by District staff along with the other submittals to determine compliance.

□ Enforcement

Failure to comply with the requirements of the ordinance will result in:

- Resubmittal of application materials
- Notice of Correction to the Applicant or Property Owner for non-compliance
- Notice of Violation to the Applicant or Property Owner for non-compliance 60 days after the service of a Notice of Correction

- Installation of a flow restrictor on the non-compliant service after 60 days of non-compliance
- Suspension of water service at the non-compliant property after 60 days of non-compliance on a dedicated irrigation service
- Referral to the District Attorney, City Attorney or County Counsel of the jurisdiction where the violation occurred

□ **Effective Date**

January 1, 2011 is the proposed effective date for this ordinance. The reason for delaying the effective date is that implementing this ordinance requires the amendment of the District's Rate and Fee Schedule, General Regulations Regarding Water Service and Regulations Regarding Water Service Extensions and Water System Improvements; Engineering and Construction Standards; Approved Materials. This effective date allows for proper staff review, public notice, and Board approval.

□ **Economic Impact**

Applicants for new and expanded water service would be required to review the additional regulations and complete additional application materials to comply with the standards. In some cases, the compliant fixtures might cost more than non-compliant fixtures.

□ **Fiscal Impact**

Additional staff time will be required to review applications for new and expanded water service. In instances where inspections are required, additional staff time will be required to verify compliance at the site.

□ **Summary**

With the Board's approval, a public hearing will be set for May 11, 2010 at 7:00pm for the proposed Indoor Water Use Efficiency Ordinance. The proposed ordinance will be published in the Half Moon Bay Review before the public hearing.

ORDINANCE NO. 2010-_____

**AN ORDINANCE OF COASTSIDE COUNTY WATER DISTRICT
ESTABLISHING WATER CONSERVATION REGULATIONS**

THIS ORDINANCE is adopted in light of the following facts and circumstances, which are hereby found and declared by the Board of Directors.

WHEREAS, a reliable minimum supply of potable water is essential to the public health, safety and welfare of the people and economy of the County of San Mateo and the City of Half Moon Bay California.

WHEREAS, the San Francisco Bay Area is a semi-arid region and is dependent upon local surface water, ground water, and imported water supplies. Factors, such as drought, a growing population, climate change, and environmental and regulatory concerns affect our region's water reliability and make the region highly susceptible to water supply challenges.

WHEREAS, careful water management requires active water conservation measures, not only in times of drought but at all times, in order to ensure a reliable minimum supply of water to meet current and future water supply needs.

WHEREAS, Article X, Section 2 of the California Constitution and Section 100 of the California Water Code declare that the general welfare requires water resources be put to beneficial use, waste or unreasonable use or unreasonable method of use of water be prevented, and conservation of water be fully exercised with a view to the reasonable and beneficial use thereof.

WHEREAS, the San Francisco Public Utilities Commission has imposed an interim water supply limitation on its wholesale customers, including local water suppliers, until at least 2018.

WHEREAS, current supply and demand projections for the Bay Area Water Supply and Conservation Agency member agencies indicate that, in the absence of increased water conservation, water demands will exceed available water supplies in 2015 and implementation of water conserving ordinances is one mechanism by which agencies can reduce future water demands and remain within existing supplies.

WHEREAS, the Board of Directors finds and determines that this Ordinance is consistent with the provisions requiring high efficiency water conserving fixtures and reductions in indoor water use in the 2007 California Plumbing Code and the California Green Building Standards Code, respectively, as such provisions will be implemented in the coming years. Implementation of this Ordinance is necessary to expedite the use of high efficiency water conserving fixtures and assist BAWSCA member agencies in achieving water savings.

WHEREAS, the State Legislature has identified the provision of a more reliable water supply and the protection, restoration and enhancement of the Delta ecosystem as a high priority for the State. Pursuant to this, in November 2009, the State Legislature passed Senate Bill 7 (7th Extraordinary Session) requiring certain urban water suppliers to reduce per capita urban water use by 20% by the year 2020. Accordingly, the Board of Directors finds that the implementation of this Ordinance is consistent with the policies and goals established by the State Legislature in enacting Senate Bill 7 (7th Extraordinary Session).

WHEREAS, the State Legislature has identified urban water conservation as a cost-effective approach to addressing water supply needs and determined that there are many water conservation practices that produce significant energy and water resource savings that should be encouraged as a matter of state policy. Pursuant to this finding, the State Legislature passed Senate Bill 407 (Chapter 587, Stats. 2009), requiring all residential and commercial property owners to replace existing plumbing fixtures with water-conserving fixtures by 2017 and 2019, respectively, and to upgrade existing plumbing fixtures upon any remodel initiated after January, 1 2014. Senate Bill 407 further authorizes a city, county, or retail water supplier to enact local ordinances that promote compliant use of water efficient plumbing fixtures or which will result in a greater amount of water savings than those provided for in Senate Bill 407. Accordingly, the Board of Directors finds and determines that this Ordinance is consistent with the mandates of Senate Bill 407 and will result in water savings as provided for in Senate Bill 407.

WHEREAS, the District has the power to perform all acts necessary to carry out fully the provisions of the County Water District Law (Water Code Section 31001), may establish rules and regulations for the distribution and use of water supplies (Water Code Section 31024), may adopt and enforce a comprehensive water conservation program to reduce potable water consumption and conserve supplies (Water Code Section 375), and may require as a condition of new service, that reasonable water-saving devices and water reclamation devices be installed to reduce water use (Water Code Section 1009 and 31035).

WHEREAS, the District has followed the procedures for notice, public participation and adoption set forth in Section 375 of the California Water Code.

WHEREAS, the Board of Directors finds and determines that the more restrictive building standards for water conserving fixtures provided for in this Ordinance are reasonably necessary because of local climatic, geological or topographical conditions.

WHEREAS, the Board of Directors finds and determines that this Ordinance is not subject to the California Environmental Quality Act (Public Resources Code Section 21000 et seq.) ("CEQA") pursuant to Section 15307 (the activity assures the maintenance, restoration, enhancement, or protection of a natural resource) and Section 15378(b)(2) (the activity is not a project as it involves general policy and procedure making) of the State CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, since it makes and implements policies and procedures for ensuring that water resources are conserved by reducing water consumption through the use of water efficient indoor plumbing fixtures.

WHEREAS, the adoption and enforcement of this Ordinance is necessary to manage the Coastside County Water District's potable water supply in the short and long-term and to avoid or minimize the effects of drought and shortage within the Coastside County Water District's service area. This Ordinance is essential to ensure a reliable and sustainable minimum supply of water for the public health, safety and welfare.

NOW, THEREFORE, THE BOARD OF DIRECTORS DOES ORDAIN AS FOLLOWS:

I. Title

THIS ORDINANCE shall be known as the **Coastside County Water District Indoor Water Use Efficiency Ordinance**.

II. Coordination with the Plumbing Code

The District acknowledges that it is not legally empowered to adopt or enforce the code of rules and regulations printed in one volume and published by the International Association of Plumbing and Mechanical Officials, under the title "California Plumbing Code, 2007 Edition," and the appendices printed therein, and all supplements subsequently issued thereto, hereinafter collectively called the "Plumbing Code," prescribing regulations for the installation of all plumbing fixtures. However, the District intends to implement the measures provided for in this Ordinance in connection with an application for new or expanded water service.

III. Applicability

- A. The provisions of this Ordinance shall apply to the following projects requiring new or expanded water service:
 - 1. All new construction;
 - 2. Any remodel;
 - 3. Existing construction or existing development.
- B. The provisions of this Ordinance shall not apply to:
 - 1. Existing buildings not seeking new or expanded water service;
 - 2. Registered local, state or federal historical sites;
 - 3. Remodels where, in the discretion of the District's Superintendent, the unique configuration of the building, its drainage system or portions of the public sewer, or both, are incompatible with efficiency standards listed in the Indoor Water Use Efficiency Table and require a greater quantity of water to flush the system in a manner that is consistent with public health.

IV. Definitions

- A. "certified professional" means a licensed contractor, licensed architect or licensed professional engineer.
- B. "dedicated irrigation meter" means a meter installed to provide water for irrigation purposes only.
- C. "District" means Coastside County Water District.
- D. "Energy Star Qualified" means that a given fixture meets the United States Environmental Protection Agency standard for an energy efficient product.
- E. "gal/cycle" means gallons per cycle.
- F. "gal/100 lbs ice" means gallons per hundred pounds of ice.

- G. “gpf” means gallons per flush.
- H. “gpm” means gallons per minute.
- I. “water factor” means the number of gallons per cycle per cubic foot that a clothes washer uses.
- J. “individual meter” means a metered service connection serving one dwelling unit, one commercial unit or one landscaped area by an individual account with the District.
- K. “local agency” means a city or county, including a charter city or charter county, or water district that is responsible for adopting and implementing the Ordinance. The local agency is also responsible for the enforcement of this Ordinance, including but not limited to, in the case of a city or county, approval of a permit and plan check or design review of a project; and in the case of a district, approval of a new or expanded water service application.
- L. “LSI” means Langlier Saturation Index providing an indication of the degree of saturation of water with respect to calcium carbonate related to cooling tower efficiency.
- M. “local water purveyor” means any entity, including a public agency, city, county, or private water company that provides retail water service.
- N. “master meter” means an individual metered service connection serving multiple residential or multiple commercial units by an individual account with the District.
- O. “mixed use” means a parcel or building used for both commercial and residential purposes.
- P. “new or expanded water service” means a new connection or an increase in existing capacity for an existing connection.
- Q. “permit” means the document issued by local agencies in connection with new construction, remodels or renovations and which authorizes the lawful initiation of construction, improvements or repairs to a building or structure.
- R. “project applicant” means the individual or entity submitting an Indoor Water Use Efficiency Checklist as required under Section VII, and requesting a permit, plan check, design review, or new or expanded water service application from the local agency. A Project applicant may be the property owner or his or her designee.
- S. “RMF” means residential multi-family.
- T. “sq. ft.” means square feet.
- U. “toilet” means toilet tank, toilet valve, and toilet bowl.
- V. “urinal” means urinal porcelain and urinal valve.

V. Minimum Indoor Fixture Requirements

All projects requiring new and expanded water service will have, at a minimum, fixtures that comply with the efficiency standards listed below (the “Indoor Water Use Efficiency Table”):

INDOOR WATER USE EFFICIENCY TABLE

Fixture	Residential	Non-Residential
Toilets	≤ 1.28 gpf, and ≥ 350 grams	≤ 1.28 gpf, and ≥ 350 grams
Urinals	≤ 0.5 gpf	≤ 0.5 gpf
Showers	≤ 2.0 gpm at 80 psi	≤ 2.0 gpm at 80 psi
Bathroom faucets	≤ 1.5 gpm at 60 psi	≤ 0.5 gpm at 60 psi
Kitchen/Utility faucets	≤ 2.2 gpm at 60 psi	≤ 2.2 gpm at 60 psi
Clothes washers	≤ 6.0 Water Factor	≤ 6.0 Water Factor
Dishwashers	≤ 6.5 gal/cycle or Energy Star Qualified	Energy Star Qualified
Cooling towers	≥ 5 cycles of concentration or ≥ 2.5 LSI	≥ 5 cycles of concentration or ≥ 2.5 LSI
Food steamers	--	Boiler less, or Self-contained
Ice machines	--	≤ 25 gal/100 lbs ice or Air-cooled
Pre-rinse spray valves	--	≤ 1.15 gpm at 60 psi
Automatic vehicle wash facilities	--	≥ 50% of water recycled on site
Commercial refrigeration	--	Closed loop or Air-cooled
All fixtures and appliances must be manufactured to meet specifications. Flow restrictors and other after market modifications will not be accepted as compliant.		

VI. Metering

All projects requiring new and expanded water service shall comply with the following metering requirements:

- A. If the project includes landscaped area greater than or equal to 5,000 square feet, the applicant shall install a separate dedicated irrigation meter.

- B. If the project is a mixed use development, the applicant shall install an individual meter for each separate use, including a dedicated irrigation meter to serve the landscape.
- C. If the project involves a RMF (Residential Multi-Family) development, the applicant shall install an individual meter for each dwelling unit. In addition, the applicant shall install an individual meter for the common area and a dedicated irrigation meter shall be installed to serve the landscape.
- D. If the project involves a commercial multi-unit development, the applicant shall install an individual meter for each unit and the applicant shall install a dedicated irrigation meter to serve the landscape.
- E. Master meter service connections may be installed only for multiple residential units or multiple commercial units that satisfy all of the following conditions:
 - 1. all of the units are within one building, and;
 - 2. the building is three or more stories in height, and;
 - 3. the parcel and the building are owned by one legal entity, and;
 - 4. the parcel is served by a dedicated irrigation meter.

VII. Compliance with Ordinance

- A. The District shall:
 - 1. Provide the project applicant with the Ordinance and the Indoor Water Use Efficiency Checklist requirements when it provides the applicant with the procedures for new or expanded water service applications;
 - 2. Review the Indoor Water Use Efficiency Checklist submitted by the project applicant;
 - 3. Approve or deny the project applicant's Indoor Water Use Efficiency Checklist submittal;
 - 4. Only upon approval of the Indoor Water Use Efficiency Checklist, approve a new or expanded water service application for the project applicant;
 - 5. In its discretion, inspect the installation of the water efficient fixtures and appliances to verify that they have been installed and are performing at the required use levels; and
 - 6. Submit a copy of the complete Indoor Water Use Efficiency Checklist to the land use authority.
- B. The project applicant shall:

1. Meet the minimum water use efficiency standards for indoor fixtures and appliances provided for in the Indoor Water Use Efficiency Table and Checklist.
2. Comply with the District's regulations regarding water service, water service extensions, water system improvements, engineering and construction standards and approved materials.
3. Comply with the District's fee and rate schedule.
4. Prior to construction, submit all portions of the Indoor Water Use Efficiency Checklist to the District for verification.
5. Allow District staff access to inspect property for compliance with District regulations.

VIII. Components of the Indoor Water Use Efficiency Checklist

The Indoor Water Use Efficiency Checklist shall require, at a minimum:

- A. Project Information;
- B. Quantity and unit water use factors of all indoor fixtures and appliances relative to the standards listed in the Indoor Water Use Efficiency Table and Checklist;
- C. Construction drawings showing type, location and layout of plumbing fixtures, appliances and meters.
- D. Contain the following statement to be completed by the project applicant: "I certify that the subject project meets the specified requirements of the Indoor Water Use Efficiency Ordinance"; and
- E. Bear the signature of the project applicant, or that of a certified professional.

IX. Penalties and Enforcement

Failure to comply with the requirements of this ordinance or a violation of this ordinance is determined to be waste or unreasonable use or unreasonable method of use of water.

- A. Notice of Correction and Notice of Violation.

It is unlawful for any person, firm, partnership, association, or corporation subject to the requirements of this Ordinance to fail to comply with the water use efficiency requirements or to alter or replace the fixtures and appliances required by this Ordinance with other noncompliant fixtures or appliances after the completion of construction or remodel. Whenever the District Superintendent determines that a violation of this Ordinance has occurred, the District Superintendent may serve a notice of correction on the owner(s) of the property on which the violation is situated. The applicant or owner(s) of record shall have sixty (60) days to take corrective action. A notice of violation shall be issued after

sixty (60) days, from the date of the notice of correction, if the violation has not been corrected.

B. Enforcement.

If an applicant or owner(s) of record for new or expanded water service fails to comply with the provisions of this Ordinance, the District may require the applicant or owner(s) of record to resubmit its water service application and revised Indoor Water Use Efficiency Checklist for approval and will withhold approval of the application until the applicant or owner(s) of record complies with the terms of this Ordinance.

1. If the applicant or owner(s) of record with an installed water service fails to comply with this Ordinance, and fails to correct any violation within sixty (60) days of the notice of correction from the District, the District may require the installation of a flow restricting device(s) until compliance is achieved. The applicant or owner(s) of record will be charged for the installation and removal of the flow restricting device(s), so the District may recover the costs incurred from enforcement.
2. If the applicant or owner(s) of record with an installed water service fails to comply with this Ordinance, and fails to correct any violation after ninety (90) days of the notice of correction from the District, the District may suspend water service by locking or removing the water meter until compliance is achieved. The applicant or owner(s) of record will be charged for suspending and restoring water service.
3. If the applicant or owner(s) of record with an installed dedicated irrigation water service fails to comply with this Ordinance, and fails to correct any violation within sixty (60) days of the notice of correction from the District, the District may suspend water service by locking or removing the water meter until compliance is achieved. Irrigation is not a necessary water service for health and safety. The applicant or owner(s) of record will be charged for suspending and restoring water service.
4. In addition to any other remedy provided herein, the District may also refer enforcement of violations under this Ordinance to the City Attorney, County Counsel or District Attorney of the jurisdiction where the violation occurred.

X. Public Education

The District shall provide information to all applicants regarding the installation of water efficient fixtures and appliances.

XI. Severability

If any section, subsection, provision or part of this Ordinance, or its application to any person or circumstance, is held to be unconstitutional or otherwise invalid, the remainder

of this Ordinance, and the application of such provision to other person or circumstances, shall not be affected thereby and shall remain in full force and effect and, to that end, the provisions of this Ordinance are severable.

XII. Effective Date

This Ordinance shall become effective on January 1, 2011.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Coastside County Water District held on (INSERT DATE) by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

CHRIS MICKELSEN
BOARD PRESIDENT

DAVID R DICKSON
BOARD SECRETARY

Coastside County Water District Indoor Water Use Efficiency Ordinance

To Be Completed by Applicant Page 1 of 2

I certify that the subject project meets the specified requirements of the Coastside County Water District Indoor Water Use Efficiency Ordinance.

Name (print) _____ Signature _____ Date _____

Project Information

Single Family Multi-Family Commercial Institutional Irrigation only Industrial Mixed Use Other:

Applicant Name (print): _____ Contact Phone: _____

Applicant Mailing Address: _____ Contact Email: _____

Project Site Address: _____ Assessor Parcel Number: _____

Project Area (sq.ft. or acre): _____ Landscaped Area (sq.ft. or acre) _____ Number of Units: _____

Fixture	Requirements			Number of Devices and Unit Water Use	Agency Review	
	Single-Family Residential	and Non-Residential	Units		(Pass)	(Fail)
Toilets	< 1.28 and ≥ 350	< 1.28 and ≥ 350	gpf		<input type="checkbox"/>	<input type="checkbox"/>
			grams		<input type="checkbox"/>	<input type="checkbox"/>
Urinals	--	≤ 0.5	gpf		<input type="checkbox"/>	<input type="checkbox"/>
Showers	≤ 2.0	≤ 2.0	gpm		<input type="checkbox"/>	<input type="checkbox"/>
Bathroom faucets	≤ 1.5	≤ 0.5	gpm		<input type="checkbox"/>	<input type="checkbox"/>
Kitchen/Utility faucets	≤ 2.2	≤ 2.2	gpm		<input type="checkbox"/>	<input type="checkbox"/>
Clothes washers	≤ 6.0	≤ 6.0	Water Factor		<input type="checkbox"/>	<input type="checkbox"/>
Dishwashers	≤ 6.5 or Energy Star	Energy Star	gal/cycle		<input type="checkbox"/>	<input type="checkbox"/>
Cooling towers	--	≥ 5 or ≥ 2.5	cycles of concentration		<input type="checkbox"/>	<input type="checkbox"/>
			LSI			
Food steamers	--	Boilerless or Self-Contained	--		<input type="checkbox"/>	<input type="checkbox"/>
Ice machines	--	≤ 25 or Air-cooled	gal/100 lbs ice		<input type="checkbox"/>	<input type="checkbox"/>
Pre-rinse spray valves	≤ 1.15	≤ 1.15	gpm		<input type="checkbox"/>	<input type="checkbox"/>
Automatic vehicle wash facilities	--	≥ 50% of the water is recycled on site	--		<input type="checkbox"/>	<input type="checkbox"/>
Commercial refrigeration	--	Closed loop or Air-cooled	--		<input type="checkbox"/>	<input type="checkbox"/>

Coastside CWD

766 Main Street

Half Moon Bay CA 94019

650-726-4405

www.coastsidewater.org

Coastside County Water District Indoor Water Use Efficiency Ordinance

	Identification	Size	Location	Backflow Device		Agency Review	
				Yes	No	(Pass)	(Fail)
Meter₁						<input type="checkbox"/>	<input type="checkbox"/>
Meter₂						<input type="checkbox"/>	<input type="checkbox"/>
If more than two meters attached information to checklist.						<input type="checkbox"/>	<input type="checkbox"/>
Dedicated Fire Detector Check Meter required on all fire services.						<input type="checkbox"/>	<input type="checkbox"/>
Dedicated Irrigation Meter required if landscape is \geq 5,000 sq.ft.						<input type="checkbox"/>	<input type="checkbox"/>

To Be Completed By Coastside County Water District Staff

<p>Reviewed by:</p> <p>Materials Received and Reviewed:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Indoor Water Use Efficiency Checklist <input type="checkbox"/> Project Plans <input type="checkbox"/> Other: <p>Date Reviewed:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Follow up required (explain): <p>Date Resubmitted:</p> <p>Date Inspected:</p> <p>Date Approved:</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="background-color: #ADD8E6;">Material Distributed to Applicant</th> </tr> <tr> <td style="padding: 5px;"> <input type="checkbox"/> Indoor Water Use Efficiency Ordinance <input type="checkbox"/> Indoor Water Use Efficiency Checklist <input type="checkbox"/> Other: </td> </tr> <tr> <th style="background-color: #ADD8E6;">Measures Recommended to Applicant</th> </tr> <tr> <td style="padding: 5px;"> <input type="checkbox"/> On-demand/tankless water heater <input type="checkbox"/> Leak detection methods <input type="checkbox"/> Water-efficient landscaping <input type="checkbox"/> Other: </td> </tr> </table>	Material Distributed to Applicant	<input type="checkbox"/> Indoor Water Use Efficiency Ordinance <input type="checkbox"/> Indoor Water Use Efficiency Checklist <input type="checkbox"/> Other:	Measures Recommended to Applicant	<input type="checkbox"/> On-demand/tankless water heater <input type="checkbox"/> Leak detection methods <input type="checkbox"/> Water-efficient landscaping <input type="checkbox"/> Other:
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Measures Recommended to Applicant					
<input type="checkbox"/> On-demand/tankless water heater <input type="checkbox"/> Leak detection methods <input type="checkbox"/> Water-efficient landscaping <input type="checkbox"/> Other:					

Comments:

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: April 13, 2010

Report

Date: April 8, 2010

Subject: Draft Fiscal Year 2010-2011 Budget and Draft Fiscal Year 2010/11 to 2019/20 Capital Improvement Program

Recommendation:

No Board action required at this time.

Background:

Staff presents for the Board's review the attached Draft Fiscal Year 2010-2011 Budget and Draft Fiscal Year 2010/11 to 2019/20 Capital Improvement Program (CIP). Highlights:

Budget

- Total operating expense increase of 1.2% over FY10 budget, 2.5% over projected year-end FY10 expenses.
- Non-operating revenue lower by 14% vs. FY10 budget, 46% vs. projected FY10 actual year-end revenue due to differences in connection sales, tax share.
- Recommended rate increase of 14% based on revenue required to fund CIP, maintain reserves based on multi-year financing model.
- Contribution to CIP and reserves (net revenue) of \$627,000.

CIP

- \$21,433 total CIP (FY11 dollars)
- Increase of \$3 million over previous CIP due to increase in Denniston plant upgrade cost, investment in water supply development/reliability.

We have reviewed the CIP with the Facilities Committee on March 24 and the budget and CIP with the Finance Committee on April 7 and have incorporated their comments. Based on the Finance Committee's recommendation, staff will schedule a public budget workshop with the full Board for a detailed presentation and comprehensive discussion of the proposed budget and CIP.

Fiscal Impact:

None.

DRAFT - Operations & Maintenance Budget - FY 2010/2011

Account Number	Description	Proposed Budget FY 10/11	Approved FY 09/10 Budget	FY 10/11 Budget Vs. FY 09/10 Budget		FY 10/11 Budget Vs. FY 09/10 Budget			YTD Actual FY 09/10 as of March 31, 2010
				\$ Change	% Change	Proj Year End Actual	\$ Change	% Change	
OPERATING REVENUE									
4120	Water Sales (1)	\$6,180,345	\$6,180,345	\$0	0.0%	\$5,421,355	\$758,990	14.0%	\$4,174,443
Total Operating Revenue		\$6,180,345	\$6,180,345	\$0	0.0%	\$5,421,355	\$758,990	14.0%	\$4,174,443
NON-OPERATING REVENUE									
4170	Hydrant Sales	\$25,000	\$25,000	\$0	0.0%	\$17,449	\$7,551	43.3%	\$11,449
4180	Late Penalty	\$50,000	\$50,000	\$0	0.0%	\$55,966	-\$5,966	-10.7%	\$37,966
4230	Service Connections	\$8,000	\$458,000	-\$450,000	-98.3%	\$503,310	-\$495,310	-98.4%	\$3,310
4920	Interest Earned	\$26,418	\$65,549	-\$39,131	-59.7%	\$34,827	-\$8,409	-24.1%	\$19,827
4930	Property Taxes	\$600,000	\$300,000	\$300,000	100.0%	\$693,157	-\$93,157	-13.4%	\$393,157
4950	Miscellaneous	\$37,000	\$37,000	\$0	0.0%	\$85,891	-\$48,891	-56.9%	\$76,891
4955	Cell Site Lease Income	\$111,312	\$82,200	\$29,112	35.4%	\$89,098	\$22,214	24.9%	\$80,098
4965	ERAF Refund	\$100,000	\$100,000	\$0	0.0%	\$305,752	-\$205,752	-67.3%	\$305,752
Total Non-Operating Revenue		\$957,730	\$1,117,749	-\$160,019	-14.3%	\$1,785,450	-\$827,720	-46.4%	\$928,450
TOTAL REVENUES		\$7,138,075	\$7,298,094	-\$160,019	-2.2%	\$7,206,805	-\$68,730	-1.0%	\$5,102,893
OPERATING EXPENSES									
5130	Water Purchased	\$1,671,874	\$1,610,934	\$60,940	3.8%	\$1,595,664	\$76,210	4.8%	\$1,150,664
5230	Electrical Exp. Nunes WTP	\$19,000	\$19,000	\$0	0.0%	\$20,789	-\$1,789	-8.6%	\$14,289
5231	Electrical Expenses, CSP	\$244,385	\$230,407	\$13,978	6.1%	\$247,477	-\$3,091	-1.2%	\$238,477
5232	Electrical Expenses/Trans. & Dist.	\$15,000	\$21,700	-\$6,700	-30.9%	\$12,140	\$2,860	23.6%	\$9,140
5233	Elec Exp/Pilarcitos Cyn	\$10,016	\$10,016	\$0	0.0%	\$13,462	-\$3,446	-25.6%	\$10,962
5234	Electrical Exp., Denn	\$53,176	\$53,176	\$0	0.0%	\$25,238	\$27,938	110.7%	\$8,238
5235	Denn. WTP Oper.	\$25,600	\$30,000	-\$4,400	-14.7%	\$19,711	\$5,889	29.9%	\$4,711
5236	Denn WTP Maint	\$38,000	\$43,000	-\$5,000	-11.6%	\$101,476	-\$63,476	-62.6%	\$16,476
5240	Nunes WTP Oper	\$64,820	\$65,400	-\$580	-0.9%	\$77,618	-\$12,798	-16.5%	\$59,618
5241	Nunes WTP Maint	\$38,000	\$38,000	\$0	0.0%	\$60,472	-\$22,472	-37.2%	\$43,472
5242	CSP - Operation	\$8,500	\$8,500	\$0	0.0%	\$10,216	-\$1,716	-16.8%	\$6,116
5243	CSP - Maintenance	\$53,500	\$68,500	-\$15,000	-21.9%	\$47,181	\$6,319	13.4%	\$30,181
5250	Laboratory Expenses	\$60,000	\$75,000	-\$15,000	-20.0%	\$52,109	\$7,891	15.1%	\$33,109
5318	Studies/Surveys/Consulting	\$22,000	\$22,544	-\$544	-2.4%	\$58,050	-\$36,050	-62.1%	\$43,050
5321	Water Conservation	\$92,500	\$60,650	\$31,850	52.5%	\$63,331	\$29,169	46.1%	\$48,331
5322	Community Outreach	\$26,200	\$28,700	-\$2,500	-8.7%	\$24,083	\$2,117	8.8%	\$14,083
5411	Salaries - Field	\$930,278	\$907,674	\$22,604	2.5%	\$905,450	\$24,828	2.7%	\$655,450
5412	Maintenance Expenses	\$190,500	\$189,500	\$1,000	0.5%	\$177,828	\$12,672	7.1%	\$107,828
5414	Motor Vehicle Exp.	\$44,500	\$47,500	-\$3,000	-6.3%	\$42,204	\$2,296	5.4%	\$35,205
5415	Maintenance, Wells	\$6,000	\$15,000	-\$9,000	-60.0%	\$3,713	\$2,287	61.6%	\$2,713
5610	Salaries, Admin.	\$640,368	\$646,607	-\$6,239	-1.0%	\$618,597	\$21,771	3.5%	\$443,597
5620	Office Expenses	\$118,875	\$131,150	-\$12,275	-9.4%	\$113,462	\$5,413	4.8%	\$78,462
5621	Computer Services	\$62,650	\$64,150	-\$1,500	-2.3%	\$57,528	\$5,122	8.9%	\$39,528
5625	Meetings/Training/Seminars	\$20,000	\$20,000	\$0	0.0%	\$21,654	-\$1,654	-7.6%	\$16,654
5630	Insurance	\$528,890	\$500,830	\$28,060	5.6%	\$508,885	\$20,005	3.9%	\$383,885
5640	Employee Retirement	\$437,789	\$447,750	-\$9,961	-2.2%	\$430,257	\$7,532	1.8%	\$305,257
5645	SIP 401 K Plan	\$30,000	\$20,000	\$10,000	50.0%	\$0	\$30,000	0.0%	\$0
5681	Legal	\$57,000	\$52,000	\$5,000	9.6%	\$56,008	\$992	1.8%	\$41,008
5682	Engineering	\$14,000	\$15,000	-\$1,000	-6.7%	\$12,782	\$1,218	9.5%	\$9,282
5683	Financial Services	\$31,000	\$31,000	\$0	0.0%	\$27,563	\$3,438	12.5%	\$19,863
5684	Payroll Taxes	\$111,951	\$112,146	-\$195	-0.2%	\$108,241	\$3,710	3.4%	\$78,241
5687	Memberships & Subscriptions	\$56,950	\$53,815	\$3,135	5.8%	\$48,760	\$8,190	16.8%	\$33,760
5688	Election Expense	\$0	\$15,000	-\$15,000	-100.0%	\$24,358	-\$24,358	-100.0%	\$24,358
5689	Union Expenses	\$12,000	\$12,000	\$0	0.0%	\$12,000	\$0	0.0%	\$9,000
5700	County Fees	\$10,800	\$10,800	\$0	0.0%	\$9,531	\$1,269	13.3%	\$7,531
5705	State Fees	\$10,500	\$10,500	\$0	0.0%	\$9,669	\$831	8.6%	\$8,669
Total Operating Expenses		\$5,756,622	\$5,687,949	\$68,673	1.2%	\$5,617,506	\$139,116	2.5%	\$4,031,207
CAPITAL ACCOUNTS									
5711	Existing Bonds - 1998A	\$269,845	\$270,845	-\$1,000	-0.4%	\$270,844	-\$999	-0.4%	\$270,844
5712	Existing Bonds - 2006B	\$484,966	\$486,400	-\$1,434	-0.3%	\$489,296	-\$4,330	-0.9%	\$489,296
Total Capital Accounts		\$754,811	\$757,245	-\$2,434	-0.3%	\$760,140	-\$5,329	-0.7%	\$760,140
TOTAL REVENUE - TOTAL EXPENSE		\$626,642	\$852,900	-\$226,259	-26.5%	\$829,159	-\$202,517	-24.4%	\$311,546
5713	Cont. to CIP & Reserves	\$626,642							

Notes:

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4120 Description: Water Sales	
Actual Amount As Of: 31-Mar 2010	4,174,443
PROJECTED ACTIVITY to END of FY:	1,246,912
Projected YEAR END TOTAL:	5,421,355

PROPOSED Line Item Amount:	\$6,180,345
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	5,844,903
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% Change Actual Year End compared to Proposed Line item amount.	14.0%
% Change to Previous Year Budget	5.7%
Dollar difference between proposed budget & current budget	335,442

NARRATIVE: See Worksheet 4120 A for calculations

Water sales revenues are not expected to increase during the next fiscal year due to new customers coming on line. The projection is that there will be approximately 35 new connections Increased Consumer awareness in the thrid year of drought will keep consumption to levels seen in FY 09/10.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec	Totals
Jan	Feb	Mar	Apr	May	Jun	

DRAFT
Fiscal Year 2010/2011 Water Sales Projections

MONTH	a	b	c	d	e	f	g	h	i	j		Proposed
	Res. hcf 09/10	Res. hcf 10/11	Other hcf 09/10	Other hcf 10/11	TOTAL Units 09/10	TOTAL Units 10/11	Per Cent Diff 09 v. 10 dif	Residential \$ Projected 10/11	Other \$ Projected \$5.35 hcf	Base Charge 09/10	Base Charge 10/11	Base Charge 10/11
	Actual	Budget	Actual	Budget	Actual	Budget				Actual	Budget	
Jul-09	39,331	39,331	71,954	71,954	111,285	111,285	0.0%					
Aug-09	73,531	73,531	43,611	43,611	117,142	117,142	0.0%					
Sep-09	38,821	38,821	56,680	56,680	95,501	95,501	0.0%					
Oct-09	65,194	65,194	31,123	31,123	96,317	96,317	0.0%					
Nov-09	29,453	29,453	37,004	37,004	66,457	66,457	0.0%					
Dec-09	45,635	45,635	18,527	18,527	64,162	64,162	0.0%					
Jan-10	27,361	27,361	26,474	26,474	53,835	53,835	0.0%					
Feb-10	43,769	43,769	18,945	18,945	62,714	62,714	0.0%					
Mar-10	24,408	24,408	52,328	52,328	76,736	76,736	0.0%					
Apr-10	48,522	48,522	8,739	8,739	57,261	57,261	0.0%					
May-10	30,662	30,662	66,432	66,432	97,094	97,094	0.0%					
Jun-10	62,178	62,178	11,789	11,789	73,967	73,967	0.0%					
TOTAL	528,865	528,865	443,606	443,606	972,471	972,471	0.0%	\$ -	\$ -			

Average Residential Charge per Unit
\$4.60

Commercial Charge per Unit
\$5.35

\$ -

FACTORS TO BE CONSIDERED

- 1 Superintendent projects a 40 MG purchase from Skylawn for next fiscal year
- 2 Anticipation of approximately 35 new connections next year.
- 3 April - June - Predicted Base on following:
Actual Sales / Predicted Sales (Jul - Feb)

Residential = 0.91

Other = 1.242

Budgeted Values for Residential & Other
Above multiplied by factor to get predicted
water sales.

<u>Res</u> <u>Units</u>	<u>FY09/10</u>	<u>%</u> <u>FY 10/11</u>	<u>Base</u> <u>Charge</u>	<u>FY 08/09</u>	<u>10.0%</u> <u>FY 09/10</u>
				1-8	\$3.93
9 -25	\$4.33		5/8"/ 2 dwelling units	\$48.11	\$52.92
26 - 40	\$5.63		3/4"	\$32.88	\$36.17
41 +	\$6.96		3/4"/ 2 dwelling units	\$65.80	\$72.38
<u>Comm</u>	\$5.35		1"	\$54.80	\$60.28
			1.5"	\$105.83	\$116.41
			2.0"	\$175.40	\$192.94
			3"	\$383.70	\$422.07
			4"	\$1,315.71	\$1,447.28

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2010/2011

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4170 Description: Hydrant Sales	
Actual Amount As Of: 31-Mar 2010	11,449
PROJECTED ACTIVITY to END of FY:	6,000
Projected YEAR END TOTAL:	17,449
PROPOSED Line Item Amount:	25,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	25,000
% Change Actual Year End compared to Proposed Line item amount.	43.3%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Water is taken from designated fire hydrants through portable meters for a variety of reasons. The most common use of this water is for new construction (dust control, earth compaction, etc.). Other uses of water through portable meters result in use for temporary irrigation, failed wells, temporary livestock watering, dust control for non construction purposes, festivals, etc.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2010/2011

<u>Line Item</u>		<u>Amount</u>
Acct. No.	4180	Description: Late Penalty
Actual Amount As Of:	31-Mar 2010	37,966
PROJECTED ACTIVITY to END of FY:		18,000
Projected YEAR END TOTAL:		55,966
PROPOSED Line Item Amount:		50,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	50,000
% Change Actual Year End compared to Proposed Line item amount.	(10.7%)
% Change to Previous Year Budget	100.0%
Dollar difference between proposed budget & current budget	0
NARRATIVE:	

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4230 Description: Service Connections	
Actual Amount As Of: 31-Mar 2010	3,310
PROJECTED ACTIVITY to END of FY:	500,000
Projected YEAR END TOTAL:	503,310
PROPOSED Line Item Amount:	8,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	458,000
% Change Actual Year End compared to Proposed Line item amount.	(98.4%)
% Change to Previous Year Budget	(98.3%)
Dollar difference between proposed budget & current budget	-450,000

NARRATIVE:

The amounts in the account show the labor cost charged to a customer for the installation of a new water service connection. The costs vary with each new installation depending upon the size of the service and how far it is from the distribution pipeline under the street. Cost of materials are not included in this category.

Labor	\$8,000
TOTAL	\$8,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4920 Description: Interest Earned	
Actual Amount As Of: 31-Mar 2010	19,827
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	34,827
PROPOSED Line Item Amount:	\$ 26,418

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	65,549
% Change Actual Year End compared to Proposed Line item amount.	(24.1%)
% Change to Previous Year Budget	(59.7%)
Dollar difference between proposed budget & current budget	-39,131

NARRATIVE:

Interest income is derived from cash on deposit with LAIF. The interest income is calculated on funds that are not restricted to the CSP Project.

Cash on Deposit	Balance	Less CSP \$							
	2,662,647	20,868	2,641,779	x	1.00%	=	\$	26,418	

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4930 Description: Property Taxes	
Actual Amount As Of: 31-Mar 2010	393,157
PROJECTED ACTIVITY to END of FY:	300,000
Projected YEAR END TOTAL:	693,157
PROPOSED Line Item Amount:	600,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	300,000
% Change Actual Year End compared to Proposed Line item amount.	(13.4%)
% Change to Previous Year Budget	100.0%
Dollar difference between proposed budget & current budget	300,000

NARRATIVE:

Projected CCWD portion of unsecured/secured Property Tax	\$600,000
TOTAL	\$600,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4950 Description: Miscellaneous	
Actual Amount As Of: 31-Mar 2010	76,891
PROJECTED ACTIVITY to END of FY:	9,000
Projected YEAR END TOTAL:	85,891
PROPOSED Line Item Amount:	37,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	37,000
% Change Actual Year End compared to Proposed Line item amount.	(56.9%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Revenue from disposal of excess equipment, vehicles and reimbursement of expense line items, in addition to the identified sources, are entered into the Miscellaneous Sales account line item, such as: returned check fees, re-connect fees, copies of documents, reimbursement of repairs., etc...)

Skylawn Memorial Park reimburses the District for pumping when the District is not operating the Crystal Springs Pump Station for benefit of the District.

<u>Sub-Account</u>	FY 09/10	FY 10/11
Skylawn	25,000	25,000
Miscellaneous	12,000	12,000
	37,000	37,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4955 Description: Cell Site Lease Income	
Actual Amount As Of: 31-Mar 2010	80,098
PROJECTED ACTIVITY to END of FY:	9,000
Projected YEAR END TOTAL:	89,098
PROPOSED Line Item Amount:	111,312

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	82,200
% Change Actual Year End compared to Proposed Line item amount.	24.9%
% Change to Previous Year Budget	35.4%
Dollar difference between proposed budget & current budget	29,112

NARRATIVE:

Revenue from disposal of excess equipment, vehicles and reimbursement of expense line items, in addition to the identified sources, are entered into the Miscellaneous Sales account line item, such as: returned check fees, re-connect fees, copies of documents, reimbursement of repairs., etc...)

Skylawn Memorial Park reimburses the District for pumping when the District is not operating the Crystal Springs Pump Station for benefit of the District.

<u>Sub-Account</u>	<u>FY 10/11</u>
Sprint Spectrum Lease	21,852
Sprint Spectrum Lease	19,812
Metro PCS	22,464
Metro PCS	22,464
Verizon	24,720
	111,312

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2010/2011

<u>Line Item</u>			<u>Amount</u>
Acct. No.	4965	Description:	ERAF Refund
Actual Amount As Of:	31-Mar	2010	305,752
PROJECTED ACTIVITY to END of FY:			0
Projected YEAR END TOTAL:			305,752

PROPOSED Line Item Amount:	100,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	100,000
% Change Actual Year End compared to Proposed Line item amount.	(67.3%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Educational Revenue Augmentation Fund (ERAF). ERAF was established in 1992 to redirect property tax revenues from cities, counties and special districts to public education programs.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5130 Description: Water Purchased	
Actual Amount As Of: 31-Mar 2010	1,150,664
PROJECTED ACTIVITY to END of FY:	445,000
Projected YEAR END TOTAL:	1,595,664
PROPOSED Line Item Amount:	1,671,874

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	1,610,934
% Change Actual Year End compared to Proposed Line item amount.	4.8%
% Change to Previous Year Budget	3.8%
Dollar difference between proposed budget & current budget	60,940

NARRATIVE:

See worksheet 5130 A

The information on this sheet relates directly to Account 4120, water sales.

Water rates will increase approximately 15.2% from the SFWD this year. Cost per hcf \$1.90

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

PRODUCTION & PUMPING SCHEDULE FY 2010/2011

	Denniston Surface		Denniston Wells		Pilarcitos Wells		SFWD Pilarcitos-Crystal Springs				SFWD Total		TOTAL PRODUCTION		SFWD COST
	FY 09/10	FY 10/11	FY 09/10	FY 10/11	FY 09/10	FY 10/11	Pilarcitos		CSP		FY 09/10	FY 10/11	FY 09/10	FY 10/11	1.90 hcf
	hcf	hcf	hcf	hcf	hcf	hcf	FY 09/10	FY 10/11	FY 09/10	FY 10/11	hcf	hcf	Actual	Plan	Plan
Jul-09	1,698	2,000	0	1,000	0	0	0	0	120,454	120,100	120,454	120,100	122,152	123,100	\$228,190
Aug-09	0	0	0	0	0	0	0	0	110,027	109,500	110,027	109,500	110,027	109,500	\$208,050
Sep-09	0	0	0	0	0	0	0	0	105,267	105,000	105,267	105,000	105,267	105,000	\$199,500
Oct-09	0	2,000	0	1,000	0	0	0	0	80,856	80,000	80,856	80,000	80,856	83,000	\$152,000
Nov-09	3,810	4,000	922	1,000	6,872	7,000	0	0	64,171	64,000	64,171	64,000	75,775	76,000	\$121,600
Dec-09	4,104	5,000	802	1,000	10,602	10,602	0	0	53,650	53,000	53,650	53,000	69,158	69,602	\$100,700
Jan-10	0	0	0	0	12,955	13,000	8,342	42,000	33,890	0	42,232	42,000	55,187	55,000	\$79,800
Feb-10	0	0	0	0	13,000	13,000	45,000	44,500	0	0	45,000	44,500	58,000	57,500	\$84,550
Mar-10	12,000	12,000	1,350	1,350	13,000	13,000	23,000	22,500	0	0	23,000	22,500	49,350	48,850	\$42,750
Apr-10	20,400	20,400	3,000	3,000	0	0	56,400	56,000	0	0	56,400	56,000	79,800	79,400	\$106,400
May-10	18,000	18,000	3,249	3,500	0	0	65,000	64,500	0	0	65,000	64,500	86,249	86,000	\$122,550
Jun-10	17,326	17,326	3,640	3,800	0	0	40,000	39,500	37,000	36,500	77,000	76,000	97,966	97,126	\$144,400
hcf Totals	77,338	80,726	12,963	15,650	56,429	56,602	237,742	269,000	605,315	568,100	843,057	837,100	989,787	990,078	\$1,590,490
MG Totals	57.85	60.38	9.70	11.71	42.21	42.34	177.83	201.21	452.78	424.94	630.61	626.15	740.36	740.58	

Base Charge **\$81,384**

Grand Total **\$1,671,874**

Note: Bold numbers in actual columns are estimates

Expect 72,608 hcf of estimated unmetered water (leaks, plant use, flow tests, etc...)for FY 10/11
7.4% unaccountable water

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5230 Description: Electrical Exp. Nunes WTP	
Actual Amount As Of: 31-Mar 2010	14,289
PROJECTED ACTIVITY to END of FY:	6,500
Projected YEAR END TOTAL:	20,789
PROPOSED Line Item Amount:	19,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	19,000
% Change Actual Year End compared to Proposed Line item amount.	(8.6%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

The costs shown for this line item are for electrical costs for operating the water treatment plant.

FY 10/11

PG&E \$19,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5231 Description: Electrical Expenses, CSP	
Actual Amount As Of: 31-Mar 2010	238,477
PROJECTED ACTIVITY to END of FY:	9,000
Projected YEAR END TOTAL:	247,477

PROPOSED Line Item Amount:	244,385
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	230,407
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% Change Actual Year End compared to Proposed Line item amount.	(1.2%)
% Change to Previous Year Budget	6.1%
Dollar difference between proposed budget & current budget	13,978

NARRATIVE:

Skylawn is estimated to purchase 40 million gallons.
 Anticipated less usage at Crystal Springs as FY 09/10 since Denniston WTP will be on-line more in FY 10/11.

	hcf	rate to pump 1 unit of water			
Pumping charges - electrical	568,100	0.384	=	\$	218,150
Non-pumping electrical				\$	5,700
Skylawn Pumping Expenses	53,476	0.384	=	\$	20,535
TOTAL				\$	244,385

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5232 Description: Electrical Expenses/Trans. & Dist.	
Actual Amount As Of: 31-Mar 2010	9,140
PROJECTED ACTIVITY to END of FY:	3,000
Projected YEAR END TOTAL:	12,140
PROPOSED Line Item Amount:	15,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	21,700
% Change Actual Year End compared to Proposed Line item amount.	23.6%
% Change to Previous Year Budget	(30.9%)
Dollar difference between proposed budget & current budget	-6,700

NARRATIVE:

	FY 10/11
Granada #1	\$5,670
Granada #2	\$3,400
Granada #3	\$1,650
Alves Pump Station	\$4,080
Miramontes Tank	\$200
TOTAL	\$15,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5233 Description: Elec Exp/Pilarcitos Cyn	
Actual Amount As Of: 31-Mar 2010	10,962
PROJECTED ACTIVITY to END of FY:	2,500
Projected YEAR END TOTAL:	13,462
PROPOSED Line Item Amount:	10,016

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	10,016
% Change Actual Year End compared to Proposed Line item amount.	(25.6%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Assumes sufficient rain in October to pump Pilarcitos Wells in November. During last three fiscal years this did not occur. Assumes 46,000 units of production, at an energy cost of \$0.20 per unit. Expected to double well #2 output from being refurbish this spring.

Wells #1 & 3	\$ 1,500	Well #4	\$ 3,600	
Well #2	\$ 370	Well #4A	\$ 1,600	
Well #3A	\$ 370	Well #5	\$ 2,120	
Carter Hill	\$ 256	Telemeter	\$ 200	Total
TOTAL	\$ 2,496	Total	\$ 7,520	<u><u>\$ 10,016</u></u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5234 Description: Electrical Exp., Denn	
Actual Amount As Of: 31-Mar 2010	8,238
PROJECTED ACTIVITY to END of FY:	17,000
Projected YEAR END TOTAL:	25,238
PROPOSED Line Item Amount:	53,176

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	53,176
% Change Actual Year End compared to Proposed Line item amount.	110.7%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Projected year end low due to inoperation of plant for most of FY 09/10.

	FY 10/11
Denn Pump Station	\$28,560
Denn Well #1	\$4,080
Denn Well #2,3,4	\$3,400
Denn Well #5	\$2,856
Denn Well #9	\$3,400
Denn WTP	\$8,160
Filter Recycle Pump	\$2,720
TOTAL	\$53,176

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5235 Description: Denn. WTP Oper.	
Actual Amount As Of: 31-Mar 2010	4,711
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	19,711
PROPOSED Line Item Amount:	25,600

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	30,000
% Change Actual Year End compared to Proposed Line item amount.	29.9%
% Change to Previous Year Budget	(14.7%)
Dollar difference between proposed budget & current budget	-4,400

NARRATIVE:

Chemical costs = \$200/MG Expect to treat 112 MG.

ADMIN	CHEMICALS
Telephone/DSL \$1,000	Caustic Soda \$12,000
Alarm System \$1,600	Alum \$1,600
Charts & Supplies \$3,000	Polymer \$3,200
	KMNo4 \$800
	Sodium Hypochlorite \$2,400
	Admin \$5,600
	Chemicals \$20,000
	<u>TOTAL \$25,600</u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2010/2011

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5236 Description: Denn WTP Maint	
Actual Amount As Of: 31-Mar 2010	16,476
PROJECTED ACTIVITY to END of FY:	85,000
Projected YEAR END TOTAL:	101,476

PROPOSED Line Item Amount:	38,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	43,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	(62.6%)
% Change to Previous Year Budget	(11.6%)
Dollar difference between proposed budget & current budget	-5,000

NARRATIVE:

Increased in year end over proposed for last year due to following activities:
Filter Failure

	FY 10/11
Electrical	\$5,000
Instrumentation	\$7,000
Telemetry	\$3,000
Pump Repair	\$15,000
Misc. Plumbing & Parts	\$4,000
Sludge Removal	\$4,000
TOTAL	\$38,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5240	Description: Nunes WTP Oper
Actual Amount As Of: 31-Mar 2010	59,618
PROJECTED ACTIVITY to END of FY:	18,000
Projected YEAR END TOTAL:	77,618
PROPOSED Line Item Amount:	64,820

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	65,400
% Change Actual Year End compared to Proposed Line item amount.	(16.5%)
% Change to Previous Year Budget	(0.9%)
Dollar difference between proposed budget & current budget	-580

NARRATIVE:

Chemical costs = \$87/MG.
Expect to treat 690 MG.

Telephone/DSL	\$2,120	Chemicals	
Alarm System	\$1,000	Caustic	\$14,000
Charts & Supplies	\$2,000	Polymer	\$2,700
Sub total	\$5,120	Alum	\$28,000
		Hypo Chlor	\$15,000
			\$59,700
TOTAL	\$64,820		

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5241 Description: Nunes WTP Maint	
Actual Amount As Of: 31-Mar 2010	43,472
PROJECTED ACTIVITY to END of FY:	17,000
Projected YEAR END TOTAL:	60,472
PROPOSED Line Item Amount:	38,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	38,000
% Change Actual Year End compared to Proposed Line item amount.	(37.2%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Overdraft of maintenance budget due to costs incurred from failure of emergency generator switchgear (\$13,000) as well as failure of alarm system and dial up notification (\$6300).

FY 10/11

Generator Service Contract	\$1,000
Sludge Removal	\$6,000
Electrical	\$6,000
Instrumentation/Controls	\$7,000
Motor & Pump Replacement	\$6,000
Filter Inspection	\$4,000
Annual Electrical PM	\$6,000
Misc.	\$2,000
	\$38,000
	\$38,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5242 Description: CSP - Operation	
Actual Amount As Of: 31-Mar 2010	6,116
PROJECTED ACTIVITY to END of FY:	4,100
Projected YEAR END TOTAL:	10,216
PROPOSED Line Item Amount:	8,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	8,500
% Change Actual Year End compared to Proposed Line item amount.	(16.8%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:	FY 10/11
Telephone & Telemetry	\$6,300
Alarm Co. (Bay Alarm / HMB Alarm)	\$1,200
Fire System Maint.	<u>\$1,000</u>
TOTAL	<u><u>\$8,500</u></u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5243 Description: CSP - Maintenance	
Actual Amount As Of: 31-Mar 2010	30,181
PROJECTED ACTIVITY to END of FY:	17,000
Projected YEAR END TOTAL:	47,181
PROPOSED Line Item Amount:	53,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	68,500
% Change Actual Year End compared to Proposed Line item amount.	13.4%
% Change to Previous Year Budget	(21.9%)
Dollar difference between proposed budget & current budget	-15,000

NARRATIVE:

Will not be cleaning tunnel in FY 10/11. Anticipate needing more work on instrumentation and controls in FY 10/11.

	FY 10/11
Electrical Testing (ETI)	\$10,000
Electrical Repair	\$10,000
Equipment /Valve Maintenance	\$12,000
Pressure Reducing Valves	\$1,000
Misc. Equip/Air Vent	\$1,500
Telemetry & Alarms	\$4,000
Pump Maintenance	\$15,000
	\$53,500

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5250 Description: Laboratory Expenses	
Actual Amount As Of: 31-Mar 2010	33,109
PROJECTED ACTIVITY to END of FY:	19,000
Projected YEAR END TOTAL:	52,109
PROPOSED Line Item Amount:	60,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	75,000
% Change Actual Year End compared to Proposed Line item amount.	15.1%
% Change to Previous Year Budget	(20.0%)
Dollar difference between proposed budget & current budget	-15,000

NARRATIVE:

Laboratory Costs associated with water sampling throughout distribution system and Treatment Plants. Reduced testing due to end of IDSE monitoring

FY 10/11

Nunes WTP	\$30,000
Denniston WTP	\$30,000
	\$60,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5318 Description: Studies/Surveys/Consulting	
Actual Amount As Of: 31-Mar 2010	43,050
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	58,050

PROPOSED Line Item Amount:	\$22,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	22,544
% Change Actual Year End compared to Proposed Line item amount.	(62.1%)
% Change to Previous Year Budget	(2.4%)
Dollar difference between proposed budget & current budget	-544

Narrative: Lease consultant agreement offset by Cell Site Lease Agreements in account 4955

Communication Lease Consultant (Til FY 10/11)	\$17,000.00
Misc. Studies/Surveys	<u>\$5,000.00</u>
	\$22,000.00

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5321 Description: Water Conservation	
Actual Amount As Of: 31-Mar 2010	48,331
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	63,331
PROPOSED Line Item Amount:	92,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	60,650
% Change Actual Year End compared to Proposed Line item amount.	46.1%
% Change to Previous Year Budget	52.5%
Dollar difference between proposed budget & current budget	31,850

NARRATIVE:

Increase funding due to:

1. Rebates for toilets and washing machines is being increased in anticipation of losing grant funding, increased rebate amounts and an increase in participation per BAWSCA's WCIP.
2. School education is being increased in anticipation of new BAWSCA sponsored outreach to more grade levels.
3. Funding for residential surveys is a new item in anticipation of outsourcing this program to comply with CUWCC BMP.
4. Low flow device funding is being increased to provide low flow spray rinse valves to restaurants as part of BAWSCA's WCIP.
5. Funds included to install water meter at 766 Main Street to comply with BMP's.
6. Funds included for Pilarcitos IRWMP implementation.
7. Funds included to produce 2010 UWMP, which is due December 2009.

Legend:

- BAWSCA** - Bay Area Water Supply and Conservation Agency
- BMP** - Best Management Practices
- CUWCC** - California Urban Water Conservation Council
- IRWMP** - Integrated Regional Watershed Management Plan
- UWMP** - Urban Water Management Plan
- WCIP** - Water Conservation Implementation Plan

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

Budget Worksheet	
Fiscal Year	
2010-2011	
Worksheet 5321 A – Water Conservation/Water Resources	Proposed
Description	FY 10/11
Foundational	
1.0 Utility Operations Programs	
1.1 Operations	
Conservation Coordinator	\$0
Water Waste Prevention	\$0
1.2 System Water Audits	\$0
1.3 Metering	\$0
1.4 Conservation Pricing	\$0
Subtotal	\$0
2.0 Education Programs	
2.1 Public Information Programs	
Events	\$0
Bill Stuffers	\$7,000
Website	\$0
Direct Mail	\$0
Point of Purchase Materials	\$100
Landscape Workshops	\$0
Media	\$1,000
California Water Awareness Campaign	\$900
Materials (Conservation)	\$2,000
2.2 School Education Programs	
Curriculum Materials	\$500
Water Wise (BAWSCA)	\$3,000
WTP Tours	\$0
Subtotal	\$14,500
Programmatic	
3.0 Residential	
3.1 High Efficiency Fixture Devices (Q=300 each)	\$3,500
3.2 High Efficiency Toilet Rebates (Q=100)	\$15,000
3.3 High Efficiency Clothes Washer Rebates (Q=200)	\$28,060
3.4 Residential Assistance	
High Bill Relief Outreach (Q=50)	\$0
Indoor Survey	\$0
Outdoor Survey	\$0
Subtotal	\$46,560
4.0 Commercial, Industrial and Institutional	
4.1 Rebates	
High Efficiency Tank Toilets (Q=1)	\$150
High Efficiency Urinals (Q=1)	\$300
High Efficiency and Ultra Low Flow Flush Valve Toilets (Q=1)	\$300
Water Efficient Ice Machines	\$0
Connectionless Food Steamers	\$0
Dry vacuum Pumps	\$0
Cooling Tower (conductivity and pH)	\$0
San Mateo Green Business Certification Program	\$0
4.2 Give-away	

DRAFT Restaurant Spray Valves (Q=1)	\$90
Subtotal	\$840
5.0 Landscape (Large)	
5.1 Dedicated Irrigation Account Water Budget Reports (Q=44)	\$2,500
5.2 Surveys for Deedicated Irrigation Meters Accounts (1)	\$1,400
5.3 Outreach to CII Mixed Use Meters	\$0
Subtotal	\$3,900
Water Resources	
legal	\$0
UWMP 2010	\$15,000
SB7 compliance	\$5,000
Pilarcitos IRWMP Commitments (\$2500)	\$2,500
California Urban Water Conservation Council Dues	\$3,000
BAWSCA Assessment (4*5572=22288)	\$0
CCR (cal yr)	\$0
WSE (cal yr)	\$0
Springbrook	\$1,200
DWR Water System Statistics Report (cal yr)	\$0
Department of Public Health Annual Report (cal yr)	\$0
BAWSCA Annual Report (FY)	\$0
BAWSCA Water Management Charge (estimate=\$19,556.98)	\$0
California Urban Water Conservation Council Reporting	\$0
Subtotal	\$26,700
Total	\$92,500

DRAFT

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2010/2011

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5322 Description: Community Outreach	
Actual Amount As Of: 31-Mar 2010	14,083
PROJECTED ACTIVITY to END of FY:	10,000
Projected YEAR END TOTAL:	24,083
PROPOSED Line Item Amount:	26,200

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	28,700
% Change Actual Year End compared to Proposed Line item amount.	8.8%
% Change to Previous Year Budget	(8.7%)
Dollar difference between proposed budget & current budget	-2,500

NARRATIVE:

Created new account per Finance Committee to accommodate new community outreach between CCWD and Customers. Increase due to additional printing of annual reports and postage. Decrease in MCTV services.

MCTV-Recording meetings(14 @ \$375)	\$5,000
Montara Fog (14 @ \$300)	\$4,200
Materials/Publications/Public Information	\$5,000
Postage for Public Outreach	\$6,000
Printing Annual Reports (Consumer Confidence Report/ Water Supply Evaluation, etc..)	\$6,000

Spread: TOTAL **26,200**

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5411 Description: Salaries - Field	
Actual Amount As Of: 31-Mar 2010	655,450
PROJECTED ACTIVITY to END of FY:	250,000
Projected YEAR END TOTAL:	905,450
PROPOSED Line Item Amount:	930,278

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	907,674
% Change Actual Year End compared to Proposed Line item amount.	2.7%
% Change to Previous Year Budget	2.5%
Dollar difference between proposed budget & current budget	22,604

NARRATIVE:

A COLA of 3.0% was used as a place holder based upon the Memorandum of Understanding between the CCWD and Teamsters Local 856.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT
4/9/2010
FY 2010/2011 BUDGET WORKSHEET (5411 A)

SALARIES - Accounts 5411 & 5610

EMPLOYEE	Current Hrly Rate	COLA 3.0%	Annual Pay	O T Hours	O T Pay	Cert. Pay	TOTAL
FIELD #5411							
Superintendent	56.18	57.86	120,349			10,800	131,149
Distribution Supervisor	46.10	47.48	98,765	120	8,547	7,200	114,512
WTP Supervisor	49.65	51.14	106,370	120	9,205	7,200	122,775
Sr. WTP Oper.	43.88	45.20	94,009	120	8,135	7,200	109,344
Treat/Dist Op	29.56	30.45	63,329	80	3,654	4,800	71,783
Treat/Dist Op	28.84	29.70	61,781	80	3,564	4,800	70,146
Treat/Dist Op	28.84	29.71	61,787	80	3,565	4,800	70,151
Treat/Dist Op	29.56	30.45	63,335	80	3,654	7,200	74,189
Maint Worker	26.81	27.61	57,438	40	1,657	2,400	61,495
Maint Worker	24.29	25.02	52,034	40	1,501	1,200	54,735
Part-Time Help	15.00		15,000				15,000
Part-Time Help	15.00		15,000				15,000
Estimated Annual Merit Increase							
Standby Pay for On-Call Employees			20,000				20,000
Sub total, Field			829,196		43,482	57,600	930,278
ADMIN #5610							
Gen Manager	88.00	90.64	188,531				188,531
Water Conser.	35.05	36.10	75,091	40	2,166		77,257
Prj Coord. PT	60.00		12,000				12,000
Office Mgr	38.76	39.93	83,045	40	2,396		85,440
Admin Assist.	35.13	36.18	75,252	40	2,171	7,546	84,969
Office Speclst	26.81	27.62	57,443		-		57,443
Office Speclst	24.90	25.65	53,346	40	1,539		54,885
Office Speclst	26.81	27.62	57,443		-	2,400	59,843
Directors			20,000				20,000
Estimated Annual Merit Increase							
Sub total, Admin			622,151		8,271	9,946	\$640,368
TOTAL			1,451,347				\$1,570,646

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5412 Description: Maintenance Expenses	
Actual Amount As Of: 31-Mar 2010	107,828
PROJECTED ACTIVITY to END of FY:	70,000
Projected YEAR END TOTAL:	177,828
PROPOSED Line Item Amount:	190,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	189,500
% Change Actual Year End compared to Proposed Line item amount.	7.1%
% Change to Previous Year Budget	0.5%
Dollar difference between proposed budget & current budget	1,000

NARRATIVE:

Laundry	\$2,000	Tree Removal	\$13,000
Service Products	\$5,000	Paving	\$15,000
Pump Repair	\$6,000	Inventory	\$13,000
Uniforms/Jackets/Shoes	\$8,000	Materials	\$5,000
USA	\$500	Equip. Rental	\$2,000
Backfill	\$3,000	Radio Repair	\$1,000
Hydrant repair	\$14,000	Landscape Maint	\$2,000
Tank Inspection	\$5,000	Main Repairs/Sml Line Replacmnt	\$28,000
Generator services	\$7,000	Cathodic Protection	\$8,000
Safety Supplies	\$4,000	Misc. tools, etc.	\$4,000
DMV/Pre-employment Physical	\$1,000	(Welder, Drill, Airtools, Sump Pump, Lrg tools)	
Miramar Alt Valve	\$10,000	Waste Services	\$3,000
Miramar Vault Valves	\$4,000	Fence Repairs	\$2,000
Sub totals	\$69,500	Raising Valve (City/County)	\$25,000
TOTAL	\$ 190,500		\$121,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5414 Description: Motor Vehicle Exp.	
Actual Amount As Of: 31-Mar 2010	35,204
PROJECTED ACTIVITY to END of FY:	7,000
Projected YEAR END TOTAL:	42,204

PROPOSED Line Item Amount:	44,500
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	47,500
% Change Actual Year End compared to Proposed Line item amount.	5.4%
% Change to Previous Year Budget	(6.3%)
Dollar difference between proposed budget & current budget	-3,000

NARRATIVE:

	<u>FY 10/11</u>
Gasoline	\$29,000.00
Mobile Phones	\$7,500.00
Service & Repairs	\$8,000.00
	<u><u>\$44,500.00</u></u>
Total	

Jul	Aug	Sept	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5415 Description: Maintenance, Wells	
Actual Amount As Of: 31-Mar 2010	2,713
PROJECTED ACTIVITY to END of FY:	1,000
Projected YEAR END TOTAL:	3,713
PROPOSED Line Item Amount:	6,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	15,000
% Change Actual Year End compared to Proposed Line item amount.	61.6%
% Change to Previous Year Budget	(60.0%)
Dollar difference between proposed budget & current budget	-9,000

NARRATIVE:

FY 09/10 amounts lower from past year due to rehabilitation of wells and upgrades.

	<u>FY 10/11</u>
Electrical PM	\$1,200
Pumps	\$3,000
Electrical	\$1,600
Plumbing	\$200
	\$6,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5610 Description: Salaries, Admin.	
Actual Amount As Of: 31-Mar 2010	443,597
PROJECTED ACTIVITY to END of FY:	175,000
Projected YEAR END TOTAL:	618,597
PROPOSED Line Item Amount:	640,368

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	646,607
% Change Actual Year End compared to Proposed Line item amount.	3.5%
% Change to Previous Year Budget	(1.0%)
Dollar difference between proposed budget & current budget	-6,239

NARRATIVE:

A COLA of 3.0% was used as a place holder based upon the Memorandum of Understanding between the CCWD and Teamsters Local 856.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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Budget Worksheet

Fiscal Year
2010/2011

<u>Line Item</u>		<u>Amount</u>
Acct. No.	5620	Description: Office Expenses
Actual Amount As Of:	31-Mar 2010	78,462
PROJECTED ACTIVITY to END of FY:		35,000
Projected YEAR END TOTAL:		113,462
PROPOSED Line Item Amount:		118,875

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	131,150
% Change Actual Year End compared to Proposed Line item amount.	4.8%
% Change to Previous Year Budget	(9.4%)
Dollar difference between proposed budget & current budget	-12,275

NARRATIVE:

See Sheet 5620 A which details the cost items comprising this line item

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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Account 5620 - Detail of Account

Account Name	Description	Amount
Postage	Mail Machine	\$ 2,500
	Bulk Mailing	\$ 5,000
	Pre-Stamped Envelopes	\$ 3,500
Phone Services PG&E	Monthly Service & Repairs	\$ 4,000
	Monthly Service (District Office)	\$ 6,000
Office Cleaning	Janitorial Service/Carpet Cleaning	\$ 7,500
File Storage	Iron Mountain - Offsite Storage	\$ 5,000
Leases	Mail & Copier Machines	\$ 13,000
	Office Alarms and Security Camera	\$ 4,000
Printing	Checks, Forms, Statements	\$ 1,700
Data Prose	Fulfillment Center for Billing Stmtnts	\$ 20,000
	NetBill (Online Payments)	\$ 6,000
Emergency	Supplies	\$ 1,000
	AED Certification	\$ 125
Miscellaneous	Office Supplies	\$ 7,500
	Credit Card / Bank Fees	\$ 7,000
	DMV/Pre-Employment Physicals	\$ 400
	Employee Recognition Program	\$ 1,750
	Petty Cash	\$ 2,500
	Director recognition/framing	\$ 300
	ORCC LockBox Services	\$ 600
	Allowance for Bad Debt	\$ 5,000
Maintenance	Office Equipment/Repairs	\$ 2,500
	Office Maintenance/Repairs	\$ 5,000
Payroll	Payroll Processing with ADP	\$ 7,000
TOTAL		\$ 118,875

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5621 Description: Computer Services	
Actual Amount As Of: 31-Mar 2010	39,528
PROJECTED ACTIVITY to END of FY:	18,000
Projected YEAR END TOTAL:	57,528

PROPOSED Line Item Amount:	62,650
-----------------------------------	---------------

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	64,150
% Change Actual Year End compared to Proposed Line item amount.	8.9%
% Change to previous year budget:	(2.3%)
Dollar difference between proposed budget & current budget	-1,500

NARRATIVE: Addition of Check Scanner Annual Maintenance costs along with an increase in upgrades to software for water shortage billing module

Maintenance Agreements		Computer Services	
Springbrook	\$12,000	New/Upgrades to software/Cust Rpts	\$ 4,000
Radix	\$3,000	Services/Repairs	\$ 15,000
ICS	\$15,000	Coastside Net	\$ 1,000
Hansen	\$2,500	Rogue Web Works (Website Maint.)	\$ 5,000
Badger	\$1,500	Sonic.net	\$ 450
XC2 Software	\$800	Spam Filtering	\$ 900
Check Scanner	\$1,500		
<i>Subtotal</i>	<i>\$36,300</i>		
		Subtotal	\$ 26,350
		Grand Total	\$ 62,650

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5625 Description: Meetings/Training/Seminars	
Actual Amount As Of: 31-Mar 2010	16,654
PROJECTED ACTIVITY to END of FY:	5,000
Projected YEAR END TOTAL:	21,654
PROPOSED Line Item Amount:	20,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	20,000
% Change Actual Year End compared to Proposed Line item amount.	(7.6%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

	<u>Amount</u>
Conferences (District Employees)	\$ 5,000
Conferences/Seminars (Board of Directors)	\$ 3,000
Staff Training/Seminars/Continuing Education	\$ 4,000
Safety Training (CINTAS)	\$ 7,000
WTO/WDO Renewal/Application Fees	\$ 1,000
TOTAL	\$ 20,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5630 Description: Insurance	
Actual Amount As Of: 31-Mar 2010	383,885
PROJECTED ACTIVITY to END of FY:	125,000
Projected YEAR END TOTAL:	508,885
PROPOSED Line Item Amount:	528,890

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	500,830
% Change Actual Year End compared to Proposed Line item amount.	3.9%
% Change to Previous Year Budget	5.6%
Dollar difference between proposed budget & current budget	28,060

NARRATIVE:	FY 09/10	FY 10/11
Dental	\$21,253	\$23,053
LTD	\$16,158	\$16,777
Health	\$326,690	\$351,723
Liability	\$55,000	\$55,000
Life	\$5,361	\$5,766
Property	\$20,000	\$20,000
Vision	\$5,636	\$5,834
EAP Program	\$732	\$737
Workers Compensation	\$50,000	\$50,000
TOTAL	\$500,830	\$528,890

Estimated Rate Increases for: Dental (10%), Health (Blue Cross - 15%), EAP (2%), VSP (2%), Life (3%), Health (Kaiser - 15%), LTD (3%)

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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Current FY 2009/2010	KAISER	Blue Cross	Dental	Vision	Life/AD&D	LTD Metlife	ACWA EAP	ACWA W/C	ACWA Property	ACWA Liability
July	\$8,609	\$15,483	\$1,610	\$470	\$456	\$1,307	\$60	\$11,664		
August	\$8,609	\$15,483	\$1,610	\$470	\$456	\$1,458	\$60			\$55,000
September	\$7,533	\$11,852	\$1,643	\$470	\$497	\$1,357	\$60			
October	\$8,288	\$15,483	\$1,643	\$470	\$467	\$1,357	\$60	\$13,000		
November	\$6,596	\$15,483	\$1,643	\$470	\$467	\$1,357	\$60			
December	\$9,054	\$16,139	\$1,746	\$477	\$467	\$1,357	\$60			
January	\$9,054	\$16,139	\$1,746	\$477	\$467	\$1,357	\$60	\$11,387		
February	\$9,054	\$16,139	\$1,746	\$477	\$467	\$1,357	\$60		\$17,000	
March	\$9,054	\$16,139	\$1,746	\$477	\$467	\$1,357	\$60			
April	\$9,054	\$16,139	\$1,746	\$477	\$467	\$1,357	\$60	\$12,000		
May	\$9,054	\$16,139	\$1,746	\$477	\$467	\$1,357	\$60			
June	\$9,054	\$16,139	\$1,746	\$477	\$467	\$1,357	\$60			
EE/Retirees Credit	-\$5,904	-\$22,322	-\$4,978	-\$237	-\$169	\$0				
Retiree Reimbursement	\$3,528									
Sub Total	\$100,637	\$164,437	\$15,397	\$5,448	\$5,440	\$16,338	\$722	\$48,051	\$17,000	\$55,000
FY 09/10 Total	\$112,176	\$193,670	\$20,957	\$5,720	\$5,598	\$16,288	\$722	\$48,051		
June Rate x 12 months										
Approx. Rate Increase	15% \$129,002	15% \$222,721	10% \$23,053	2% \$5,834	3% \$5,766	3% \$16,777	2% \$737	\$50,000	\$20,000	\$55,000
Total Medical	\$351,723									
Total	\$528,890									

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5640 Description: Employee Retirement	
Actual Amount As Of: 31-Mar 2010	305,257
PROJECTED ACTIVITY to END of FY:	125,000
Projected YEAR END TOTAL:	430,257
PROPOSED Line Item Amount:	437,789

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	447,750
% Change Actual Year End compared to Proposed Line item amount.	1.8%
% Change to Previous Year Budget	(2.2%)
Dollar difference between proposed budget & current budget	-9,961

NARRATIVE:

This line item is a function of salaries and will be determined when salaries and employee complement is set by the Board.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5645 Description: SIP 401 K Plan	
Actual Amount As Of: 31-Mar 2010	0
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	0
PROPOSED Line Item Amount:	30,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **20,000**

<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	50.0%
% Change to Previous Year Budget	10,000
Dollar difference between proposed budget & current budget	

NARRATIVE:

Supplemental Income Trust Fund / AIP 401 K Plan base on the Memorandum of Understanding between CCWD and the Teamsters Union, Local 856

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT
 DRAFT
 Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5681 Description: Legal	
Actual Amount As Of: 31-Mar 2010	41,008
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	56,008
PROPOSED Line Item Amount:	57,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	52,000
% Change Actual Year End compared to Proposed Line item amount.	1.8%
% Change to Previous Year Budget	9.6%
Dollar difference between proposed budget & current budget	5,000

NARRATIVE:

This account is for the Legal Counsel General District business that is not included in capital projects or reimbursable projects. The legal costs for capital projects and reimbursable projects whether the work is performed by District Counsel or other counsel is part of the overall project and not an operating expense.

HansonBridgett	\$55,000
Sherman/Feller	\$2,000
Total	\$57,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5682 Description: Engineering	
Actual Amount As Of: 31-Mar 2010	9,282
PROJECTED ACTIVITY to END of FY:	3,500
Projected YEAR END TOTAL:	12,782

PROPOSED Line Item Amount:	14,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	15,000
% Change Actual Year End compared to Proposed Line item amount.	9.5%
% Change to Previous Year Budget	(6.7%)
Dollar difference between proposed budget & current budget	-1,000

NARRATIVE:

This account is for the District Engineer's monthly retainer and for general District business that is not included in capital projects or reimbursable projects. The engineering costs for capital projects and reimbursable projects whether the work is performed by the District engineer or another engineer are part of the overall project and not an operating expense.

Note: Engineer will receive 1.8% increase in the hourly rate effective 7/1/10

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5683 Description: Financial Services	
Actual Amount As Of: 31-Mar 2010	19,863
PROJECTED ACTIVITY to END of FY:	7,700
Projected YEAR END TOTAL:	27,563

PROPOSED Line Item Amount:	31,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	31,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	12.5%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Annual auditing services performed by Joseph J Arch, CPA and
Annual accounting/consultation services provided by John Parsons, CPA.

	FY 10/11
Financial Audit Service	\$16,000
Accounting Services	\$15,000
Total	<u><u>\$31,000</u></u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5684 Description: Payroll Taxes	
Actual Amount As Of: 31-Mar 2010	78,241
PROJECTED ACTIVITY to END of FY:	30,000
Projected YEAR END TOTAL:	108,241
PROPOSED Line Item Amount:	111,951

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	112,146
% Change Actual Year End compared to Proposed Line item amount.	3.4%
% Change to Previous Year Budget	(0.2%)
Dollar difference between proposed budget & current budget	-195

NARRATIVE:

Payroll taxes, i.e. Social Security is a function of salaries. It is applied at a total rate of 7.65% of gross payroll. The final amount will be determined when salaries and employee complement is finalized by the Board.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

Line Item

Amount

Acct. No. **5684**

Description:

Payroll Taxes

CALCULATION FOR PAYROLL TAXES

		SOCIAL SECURITY 6.20%	MEDICARE 1.45%	TOTAL
TOTAL PAYROLL	\$ 1,570,646			
AMOUNT SUBJECT TO SOCIAL SECURITY	\$ 1,438,335	\$ 89,177		\$ 89,177
AMOUNT SUBJECT TO MEDICARE	\$ 1,570,646		\$ 22,774	\$ 22,774
TOTAL				\$ 111,951

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5687	Description: Memberships & Subscriptions
Actual Amount As Of: 31-Mar 2010	33,760
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	48,760
PROPOSED Line Item Amount:	56,950

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	53,815
% Change Actual Year End compared to Proposed Line item amount.	16.8%
% Change to Previous Year Budget	5.8%
Dollar difference between proposed budget & current budget	3,135

NARRATIVE: See attached worksheet for detail of costs

Increase in BAWSCA Annual Assessments

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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Worksheet 5687A			
Budget Detail Worksheet			
<u>Line Item: Memberships & Subscriptions</u>			Description
Acct. No. 5687		Amount	
ACWA	\$10,000	Membership dues	
ACWA	\$10,000	Delta Sustainability Dues	
AWWA	\$2,000	Membership dues and technical publications	
BAWSCA	\$24,000	Annual assessment & dues	
California Emergency Utilities	\$500	Annual Membership	
Chamber of Commerce	\$600	Membership dues & Farm Day Luncheon Tickets	
CSDA	\$4,000	Membership dues	
IAMPO	\$100	Subscription for Backflow Prevention Magazine	
Miscellaneous	\$1,000	Miscellaneous Dues/Memberships/Subscriptions	
Springbrook Users Group	\$50	Annual Users Group for Springbrook Software	
Water Education Foundation	\$1,000	Membership dues and technical publications	
Water ReUse	\$600	Annual Association Dues	
Wellness Program	\$2,500	Wellness Program group membership in health club	
West Group (Formally Barclays)	\$600	Updates on California Code of Regulations regarding construction laws	
TOTAL	\$56,950		

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2010/2011

<u>Line Item</u>		<u>Amount</u>
Acct. No.	5688	Description: Election Expense
Actual Amount As Of:	31-Mar 2010	24,358
PROJECTED ACTIVITY to END of FY:		0
Projected YEAR END TOTAL:		24,358
PROPOSED Line Item Amount:		0

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: 15,000

% Change Actual Year End compared to Proposed Line item amount. (100.0%)

% Change to Previous Year Budget

Dollar difference between proposed budget & current budget -15,000

NARRATIVE:

Spread:

Jul	Aug	Sep	Oct	Nov	Dec	Totals
Jan	Feb	Mar	Apr	May	Jun	

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2010/2011

<u>Line Item</u>		<u>Amount</u>
Acct. No.	5689	Description: Union Expenses
Actual Amount As Of:	31-Mar 2010	9,000
PROJECTED ACTIVITY to END of FY:		3,000
Projected YEAR END TOTAL:		12,000
PROPOSED Line Item Amount:		12,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: 12,000

% Change Actual Year End compared to Proposed Line item amount. 0.0%

% Change to Previous Year Budget 0.0%

Dollar difference between proposed budget & current budget 0

NARRATIVE:

Services contracted with IEDA (Labor Negotiator)	\$ 12,000
TOTAL	\$ 12,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5700 Description: County Fees	
Actual Amount As Of: 31-Mar 2010	7,531
PROJECTED ACTIVITY to END of FY:	2,000
Projected YEAR END TOTAL:	9,531
PROPOSED Line Item Amount:	10,800

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	10,800
% Change Actual Year End compared to Proposed Line item amount.	13.3%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

1. San Mateo County charges the District for collecting and transmitting property taxes	\$2,000.00
2. The cost of the LAFCo budget, estimated	\$5,000.00
3. Hazardous Material Handling (Nunes & Denniston)	\$3,000.00
4. Property Taxes	\$800.00
	\$10,800.00

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5705 Description: State Fees	
Actual Amount As Of: 31-Mar 2010	8,669
PROJECTED ACTIVITY to END of FY:	1,000
Projected YEAR END TOTAL:	9,669
PROPOSED Line Item Amount:	10,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	10,500
% Change Actual Year End compared to Proposed Line item amount.	8.6%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

- #1 Fees are charged by the State Department of Health Services for reviewing applications and annual reports on operation of the Nunes & Denniston Water Treatment Plants
(DHS Fees - Increase due to additional services regarding new regulations)
- #2 Water Rights (initialized by SWRCB) for both Pilarcitos & San Vicente
- #3 RWQCB NPDES Annual Fee (estimated)
- #4 Bay Area Air Quality Management Dist - Permits to Operate

#1	\$7,500
#2	\$1,000
#3	\$1,000
#4	\$1,000
	\$10,500

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2010/2011

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5711 Description: Existing Bonds - 1998A	
Actual Amount As Of: 31-Mar 2010	270,844
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	270,844
PROPOSED Line Item Amount:	269,845

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: 270,845

% Change Actual Year End compared to Proposed Line item amount. (0.4%)

% Change to Previous Year Budget (0.4%)

Dollar difference between proposed budget & current budget -1,000

NARRATIVE:

ABAG Pooled Financing Program Series 1998A

September 2010 Payment	\$250,235
March 2011 Payment	\$19,610
Spread:	<u>\$269,845</u>

Jul Aug Sep Oct Nov Dec

Jan Feb Mar Apr May Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2010/2011

Line Item Amount

Acct. No.	5712	Description:	Existing Bonds - 2006B
Actual Amount As Of:	31-Mar 2010		489,296
PROJECTED ACTIVITY to END of FY:			0
Projected YEAR END TOTAL:			489,296

PROPOSED Line Item Amount: **484,966**

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	486,400
% Change Actual Year End compared to Proposed Line item amount.	(0.9%)
% Change to Previous Year Budget	(0.3%)
Dollar difference between proposed budget & current budget	-1,434

NARRATIVE:

CSCDA Pooled Financing Program Series 2006B

September 2010 Payment	\$334,114
March 2011 Payment	\$150,852
	\$484,966

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5713 Description: Cont. to CIP & Reserves	
Actual Amount As Of: 31-Mar 2008	388,093
PROJECTED ACTIVITY to END of FY:	129,364
Projected YEAR END TOTAL:	517,457
PROPOSED Line Item Amount:	600,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	517,457
% Change Actual Year End compared to Proposed Line item amount.	16.0%
% Change to Previous Year Budget	16.0%
Dollar difference between proposed budget & current budget	82,543

NARRATIVE:

Contribution to CIP & Reserves	\$ 600,000
	\$ 600,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

**COASTSIDE COUNTY WATER DISTRICT
PLANNED CAPITAL PROJECTS
FISCAL YEARS 10/11 THRU 19/20**

 = new or modified projects
 = completed projects or projects to be deleted

Origin FY	Number	Priority	Budget FY 09/10	Projected FY09/10 Exp	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	10/11-19/20 Totals	FY10-19 Budget
PIPELINE PROJECTS - * Pending Further Pressure Testing																
06	01	Avenue Cabrillo Phase I (Permitting/Design)	2	52,000	3,025		100,000								\$100,000	\$152,000
06	01	Avenue Cabrillo Phase I (Construction)	2					347,000							\$347,000	\$1,048,000
		Avenue Cabrillo Phase II (Construction)								246,000					\$246,000	\$0
		Avenue Cabrillo Phase III (Construction)									479,000				\$479,000	\$0
		Small line decommission behind Main Street			25,000										\$25,000	\$0
06	02	Highway #1 South Phase I / II	3									80,000	100,000	1,200,000	\$1,380,000	\$1,380,000
07	03	Pilarcitos Canyon Pipeline Replacement	1				100,000	1,000,000							\$1,100,000	\$1,100,000
07	04	Bell-Moon Pipeline Replacement Project	3							60,000	250,000				\$310,000	\$310,000
		* Main Street Pipeline Replacement Project - Phase 3	3								90,000	249,000			\$339,000	\$339,000
		* Bridgeport Drive Pipeline Replacement Project	3								110,000	840,000			\$950,000	\$950,000
		Rebuild Harbor 4" service vault			20,000										\$20,000	\$0
05	01	Main Street/Hwy 92 Widening Project		20,000		complete									\$0	\$20,000
															\$5,296,000	\$5,299,000
WATER TREATMENT PLANTS																
99	05	Denniston Intake Maintenance	1	80,000	76,232	29,000	30,000	31,000	32,000	33,000	34,000	35,000	36,000	37,000	\$334,000	\$377,000
08	01	Denniston WTP- Filter Flow Meters	2												\$0	\$0
09		Denniston WTP - Intake study/pre-design	1												\$0	\$0
10	02	Denniston WTP - Intake construction	1	100,000	25,000			100,000							\$100,000	\$100,000
08	02	Nunes WTP- Replace Cl2/pH Analyzer													\$0	\$0
09	03	Nunes - Backwash Variable Rates Project - study	3												\$0	\$0
10	03	Nunes - Backwash Variable Rates Project - design/build	3			25,000									\$25,000	\$50,000
10	04	Nunes - Flocc Drive Repair	2	50,000	45,000	50,000	50,000								\$100,000	\$150,000
09	04	Nunes Backwash and WWR Tank Lights	2												\$0	\$0
07	01	Nunes Filter Media Replacement		50,000	50,000										\$0	\$0
09	05	Nunes Office Heater	2												\$0	\$0
08	03	Nunes UST removal and replaced with AGST													\$0	\$0
08	04	Nunes WTP - Head Loss System Replacement													\$0	\$0
08	05	Nunes WTP - Plant Painting	3			12,500	12,500	12,500	12,500						\$50,000	\$50,000
08	06	Nunes WTP- Filter to Waste System	3					5,000	75,000						\$80,000	\$80,000
08	07	Nunes WTP -Filter Valve Replacement	2						30,000	30,000	30,000	30,000	30,000		\$150,000	\$150,000
															\$839,000	\$957,000
FACILITIES & MAINTENANCE																
9	6	District Space Planning	2	25,000	-										\$0	\$0
09	07	AMR Program + Fixed Network	1	400,000		100,000			300,000	400,000	400,000	100,000			\$1,200,000	\$1,300,000
08	08	PRV Valves Replacement Project**	2	20,000	20,639	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	\$200,000	\$200,000
99	01	Meter Change Program**	1	18,000	39,900	30,000	30,000	30,000	20,000	20,000	20,000	20,000	20,000	20,000	\$230,000	\$225,000
09	08	Main Office - Replace Skylights (repair leaks)													\$0	\$0
09	09	Fire Hydrant Replacement**	2	40,000		20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	\$200,000	\$80,000
09	10	Standardize Chlorine Analyzers at 6 facilities	2			15,000	15,000								\$30,000	\$30,000
09	11	Pilarcitos Culvert Repair	1	200,000	113,068										\$0	\$200,000
09	23	District Digital Mapping	3			75,000									\$75,000	\$75,000
															\$1,935,000	\$2,110,000
EQUIPMENT PURCHASE & REPLACEMENT																
99	02	Vehicle Replacement	1	28,000		20,000				30,000	30,000	30,000	30,000		\$140,000	\$207,000
99	03	Computer System	1	5,000	5,000	12,000	12,000	6,000	5,000	5,000	5,000	5,000	5,000		\$60,000	\$46,000
99	04	Office Equipment/Furniture	1	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	\$30,000	\$30,000
06	03	SCADA/Telemetry/electrical controls	1	250,000	200,000	550,000	350,000	\$50K							\$900,000	\$1,100,000
08	09	Dump Truck	1						100,000	deferred to					\$100,000	\$100,000
08	10	Backhoe	1					80,000		deferred to					\$80,000	\$80,000
08	12	New Service Truck Box (old dumptruck conversion)	3						50,000	deferred to					\$50,000	\$50,000
		Billing System Upgrade				75,000									\$75,000	\$0
															\$1,435,000	\$1,613,000
PUMP STATIONS / TANKS / WELLS																
06	04	Hazen's Tank Replacement	2					280,000							\$280,000	\$280,000
10	05	Hazen's Tank Fence Upgrade	2	10,000											\$0	\$0
09	12	Crystal Springs Reroof and Paint	1	50,000											\$0	\$0
09	13	Crystal Springs Soft Starts 1 & 3	1	25,000											\$0	\$0

**COASTSIDE COUNTY WATER DISTRICT
PLANNED CAPITAL PROJECTS
FISCAL YEARS 10/11 THRU 19/20**

= new or modified projects
 = completed projects or projects to be deleted

Origin FY	Number	Priority	Budget FY 09/10	Projected FY09/10 Exp	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	10/11-19/20 Totals	FY10-19 Budget
09	14	CSP Pump #2 Rehabilitation													\$0	\$0
09	17	Crystal Springs Emergency Generator			50,000	study		300,000							\$350,000	\$300,000
		Crystal Springs Spare 350 HP pump				50,000									\$50,000	\$0
		Crystal Springs Rebuild spare 500 HP					25,000								\$25,000	\$0
		Replace/rebuild Air relief/Vacuum valves on CSP line						20,000							\$20,000	\$0
10	01	Crystal Springs Check Valve Repair/Replacement		100,000	100,000										\$0	\$100,000
		Crystal Springs stainless steel inlet valves (manual safety								100,000					\$100,000	\$0
		MCC Upgrades Denniston PP			30,000										\$30,000	\$0
06	05	Well Rehabilitation		40,000	12,380		25,000								\$25,000	\$100,000
08	14	Alves Tank Recoating, Interior+Exterior		300,000		100,000	exterior only		250,000	carried fwd,					\$350,000	\$300,000
08	15	Miramar Tank Interior Recoat + Mixing		230,000	300,000										\$0	\$230,000
08	16	Cahill Tank Exterior Recoat						150,000							\$150,000	\$150,000
10	06	Cahill Tank Ladder Replacement		15,000	15,000										\$0	\$15,000
08	17	EI Granada Tank 2 Recoat + Ladder				200,000									\$200,000	\$200,000
08	18	EG Tank #3 Recoating Interior + Exterior					260,000								\$260,000	\$260,000
10	07	EG Tank #1 security fence		20,000	20,000										\$0	\$20,000
10	08	EG Tank #1 pump station pump replacement		23,000	23,000										\$0	\$23,000
		EG Tank #2 pump station pump replacement				30,000									\$30,000	\$0
		Miramar Tank Altitude Valve Replacement							30,000						\$30,000	\$0
		Alves Tank Altitude Valve Replacement						30,000							\$30,000	\$0
		Half Moon Bay Tank #1 Int & Ext Recoat				200,000									\$200,000	\$0
		Half Moon Bay Tank #2 Int & Ext Recoat									200,000				\$200,000	\$0
		Half Moon Bay Tank #3 Int & Ext Recoat											200,000		\$200,000	\$0
		Pump Station Chlorine analyzer replacements (4)				10,000	10,000	10,000	10,000						\$40,000	\$0
09	18	New Pilarcitos Well		25,000	10,000			150,000							\$150,000	\$175,000
09	19	Pilarcitos Canyon Blending Station		100,000	100,000										\$0	\$100,000
10	09	Miramar Tank Fence Upgrade				8,000									\$8,000	\$8,000
DENNISTON WTP PRIORITY (SHORT-TERM) IMPROVEMENTS																
08	19	Denniston Short Term WTP Modifications				50,000	300,000	900,000							\$1,250,000	\$1,600,000
08	20	Denniston Storage Tank Modification Project													\$0	\$0
DENNISTON WTP (LONG-TERM) IMPROVEMENTS																
08	22	Denniston Pre/Post Treatment Design		350,000	200,000	400,000									\$400,000	\$350,000
08	23	Denniston Pre/Post Treatment Construction					1,500,000	2,000,000							\$3,500,000	\$1,800,000
NUNES WTP PRIORITY (SHORT-TERM) IMPROVEMENTS																
08	24	Nunes WTP Short Term Modifications		600,000	300,000	1,100,000									\$1,100,000	\$1,800,000
NUNES WTP (LONG-TERM) IMPROVEMENTS																
08	26	Install Air Scour for Filters							100,000						\$100,000	\$100,000
08	27	Modify Filters for Rate of Flow Control		10,000					260,000						\$260,000	\$270,000
WATER SUPPLY DEVELOPMENT																
09	21	Reclamation Project Planning		100,000	50,000	100,000	50,000								\$150,000	\$250,000
09	22	Water Supply Alternatives Evaluation		50,000	50,000	100,000									\$100,000	\$50,000
		Water Supply Development/Reliability Program					250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	\$2,250,000	\$0
Totals															\$21,443,000	\$18,460,000
FY10 Budget Totals			\$3,337,000		\$3,155,500	\$3,625,500	\$2,005,500	\$1,799,500	\$1,262,000	\$1,406,000	\$598,000	\$1,239,000	\$152,000		\$18,460,000	
FY 09 Budget Totals			\$5,402,000		\$4,679,500	\$2,236,500	\$254,500	\$1,224,000	\$117,000	\$120,000	\$123,000	\$125,500	\$0		\$19,684,000	

STAFF REPORT

To: Coastside County Water District Board of Directors
via David Dickson, General Manager

From: Joe Guistino

Agenda: April 13, 2010

Report

Date: April 8, 2010

Subject: Pilarcitos Canyon Blending Station Valve

Recommendation: Authorize Staff to award contract to Pump Repair Services for the purchase of a 12 inch electronically operated globe style control valve for the cost of \$26,323.42.

Background:

Our preferred source of San Francisco Public Utility Corporation (SFPUC) supply is the Pilarcitos Reservoir since it flows by gravity to the Nunes Water Treatment Plant (WTP) and does not incur any significant energy charges. We currently must switch to the Crystal Springs supply exclusively once the demand for water exceeds 1600 gallons per minute (gpm), even though there may be significant usable water remaining in Pilarcitos Lake. This valve will allow us to blend waters from the Crystal Springs source with the Pilarcitos Reservoir source. We will adjust the control settings so that only one small unit will run at Crystal Springs PS with the rest of the water made up from Pilarcitos until the Pilarcitos supply is exhausted for the season.

This mode of operation will reduce our energy costs incurred from Crystal Springs from multiple pumps (500 and 350 HP) starting many times throughout the day to one small unit running constantly. Estimated savings would be around 50,000 KWh/month during the summer months, which would translate to about \$8,000 at present energy rates.

The valve will be installed as part of a larger blending station project which Kennedy Jenks has designed and which we will put out to bid in April.

We solicited for bids from HiDek, Pump Repair and Roberts and Brune for purchase of this valve with the following results:

Pump Repair	\$26,323.42
Roberts and Brune	\$26,710.53
HyDec Corp.	\$32,992.16

Fiscal Impact: There is \$100,000 remaining in this fiscal year for this project.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: April 13, 2010

Report

Date: April 7, 2010

Subject: General Manager's Report

Recommendation:

None. Information only.

Background:

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

1. SFPUC Rate Study

As required under the terms of the District's individual agency Water Sales Contract, SFPUC will perform a rate study to determine whether CCWD should receive a lower rate for untreated water. We have scheduled an initial meeting with SFPUC staff and their rate consultant for April 12 at the District office. Reed Schmidt of Bartle Wells, who will assist the District in guiding and reviewing the rate study, will attend.

2. Water Reclamation Update

There's no progress to report with regard to developing a recycled water agreement between SAM and CCWD. We are waiting for SAM to respond to the principles of agreement the CCWD Board approved on February 9, 2010. The SAM Board may consider the principles at their meeting on April 26.

Monthly Report

To: David Dickson, General Manager
From: Cathleen Brennan, Water Resources Analyst
Agenda: April 13, 2010
Subject: Water Shortage and Drought Contingency Planning

This report is provided as an update on the implementation of the Water Shortage and Drought Contingency Plan – Stage 1 (Advisory Stage). The Advisory Stage was implemented in June of 2007. In June of 2008, Governor Schwarzenegger declared a state - wide drought. On February 27, 2009, Governor Schwarzenegger proclaimed a state of emergency due to drought conditions and the resulting water shortage.

- √ **Local Precipitation Records by Water Year.**
 - Water year 2007 was critically dry at 67% of annual historic average.
 - Water year 2008 was dry at 72% of the annual historic average.
 - Water year 2009 was dry at 78% of annual historic average.
 - Water year 2010 started on October 1, 2009. Local precipitation is at 80% of normal to date.

Precipitation for Half Moon Bay														
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total	
Historic Average	1.3	3.4	3.7	5.5	4.8	3.9	1.6	0.6	0.2	0.0	0.1	0.3	25.4	
	2009			2010										
Water Year 2010	3.4	0.4	2.6	6.4	3.0	2.2							18.0	
	2008			2009										
Water Year 2009	0.5	2.4	2.6	0.9	8.7	2.8	0.3	1.0	0.1	0.1	0.1	0.4	19.9	
	2007			2008										
Water Year 2008	1.8	0.9	3.2	8.8	2.7	0.3	0.2	0.1	0.0	0.1	0.1	0.1	18.3	
	2006			2007										
Water Year 2007	0.2	3.2	4.2	0.7	5.3	0.8	1.6	0.4	0.1	0.3	0.0	0.2	17.0	

√ **San Francisco Public Utilities Commission**

- March was less than normal in terms of precipitation, but the first five days of April have added 10 inches of snow in the Hetch Hetchy watershed.
- There is ample water for the three upcountry SFPUC reservoirs and Don Pedro Reservoir is expected to be near full this year.
- Local SFPUC reservoirs are also in good shape, after the most recent storms.

For more information regarding precipitation and storage levels for the Hetch Hetchy System, please refer to the [San Francisco Public Utilities Commission Hydrological Conditions Report for March 2010](#), in the Board packet.

√ **State Water Project**

The Department of Water Resources announced that the northern Sierra snow water equivalent at 126 percent of normal to date, central Sierra at 92 percent, and southern Sierra at 105 percent. Lake Oroville, the principal water storage reservoir for the State Water Project, is recovering slowly after three consecutive dry years. It is at 47 percent of capacity, or 60 percent of normal to date.

After three consecutive years of drought and regulatory restrictions on pumping water from the Delta to protect fish species, there will be less than normal water deliveries to farms and communities throughout the state.

The Department of Water Resources is predicting that it will take a couple of consecutive wet years to bring storage levels and runoff back to normal. Mark Cowin, Director of the Department of Water Resources, emphasized the need for the implementation of long-term solutions to improve water supply reliability. The Department of Water Resources and the Association of California Water Agencies will continue to promote the Save Our Water campaign.

MONTHLY REPORT

To: David Dickson, General Manager
From: Joe Guistino, Superintendent of Operations
Agenda: April 13, 2010

Report
Date: April 6, 2010

Monthly Highlights

Unidirectional Flushing Program

The crews completed 3 full weeks of flushing in the El Granada area with only two water quality complaints.

Denniston Filter Underdrain Breakdown

ERS completed all repairs to the Denniston WTP under drain system. We expect the plant to be back on line by 12 April.

Nunes Short Term Improvement Project

KG Walters staged their temporary offices at Nunes WTP on 1 March. They have staked out the caustic and polymer storage areas and have started on the respective containment systems.

Source of Supply

Pilarcitos Reservoir and the Pilarcitos Wells were the major source of supply for the month of March.

Systems Improvement

Beautification

Painted J boxes on the upper deck at Nunes Water Treatment Plant (WTP)

Painted new check valves at Crystal Springs Pump Station (PS)

The landscaping that was disturbed at El Granada Tank 1 and Miramar Tank for their respective projects was replaced.

Nunes WTP Filter Orifice Plates

The crews completed installation of the orifice plate in Filter 4 at Nunes WTP. The construction design by John Davis worked as planned with no problems or leaks. The plant was shut down for 5.5 hours to do the job. The other three filters will be complete by the end of May.

Nunes WTP Septic System

As reported last month, the Nunes WTP septic system was located and cleaned out. This month the Treatment Staff made improvements to the access hatch to facilitate easier cleanout and location in the future.

Unidirectional Flushing Program

The crews completed 3 full weeks of flushing in the El Granada area. The flushing operation went very well, with the crews establishing effective sedimentation control and dechlorination. We received 2 calls on discolored water that were immediately and satisfactorily resolved. The crews will finish up El Granada and Princeton in April. We will flush Half Moon Bay next winter.

New PLC at Crystal Springs

We have hired CalCon to replace the RUGID control system at Crystal Springs Pump Station (PS) with a PLC based system. The RUGID system was damaged in the January storms and could not be repaired. The new PLC will dovetail nicely with the SCADA system upgrades, which are presently in design.

Update on Other Activities:

Denniston Filter Underdrain Breakdown

ERS completed all repairs to the Denniston WTP under drain system. The filters now backwash properly and the filters were found to need extensive backwashing to clean the material accumulated in the media. We expect the plant to be back on line by 12 April.

Denniston Creek Biological Survey

Jim Steele has continued to amass well, flow and dye study data that will aid us in establishing our licence agreement to Denniston Creek. We will meet for an update in April.

Safety/Training/Inspections/Meetings

Meetings Attended

4 March - Met with Jim Steele and Dave Dickson to discuss Denniston Creek strategy for water rights renewal with the California Water Resources Control Board (CWRCB).

8 March - Met with Crosno Construction and CSI to discuss completion of the Miramar Tank Project.

8 March - Short Term Improvement (STI) progress meeting.

10 March - Met with Dave Meir to discuss water supply needs for the new Senior Center and Adult Daycare Center presently in design.

10 March - Attended the Safety Committee meeting.

22 March - Met with the California/Nevada Section AWWA Top Ops Committee in Oakley, CA to plan the Top Ops Competition on 30 March.

24 March - Facility Committee meeting.

29 March-1 April – Attended the Cal/Nev Section American Water Works Association (AWWA) Spring Conference in Hollywood, California

- participated in the Research, Water Treatment, Water Quality and Laboratory Analyst committees in the Water Quality Division and the Top Ops committee in the Operators Division.
- moderated the 19th annual Top Ops Competition
- assisted in the moderation of the annual Meter Madness and Hot Tap competitions
- attended presentations on unidirectional flushing, regulatory updates, corrosion control, tank maintenance and backflow programs.

Safety Equipment

-We have purchased individual lanyards to protect the crew when climbing ladders that lack adequate fall protection.

-We have purchased spill kits for the treatment plants to allow quick and efficient response to any chemical spill.

Safety Meeting and Training

This month's training was on insects and other environmental hazards. Duffy, Twitchell, Davis, Bruce, Patterson, Donovan and I were in attendance.

Training

Treatment/Distribution Operator Matt Damrosch and Maintenance Worker Ray Winch attended a leak detection and unmetered water class in Watsonville on 24 March. .

Temporary Maintenance Worker

Bruce Merlo started as temporary maintenance worker on Monday, 29 March. His primary duties will be vegetation control, painting, meter reading and assist on emergency repairs.

Department of Public Health (DPH)

Long Term 2 Enhanced Surface Water Treatment Rule

March finds the completion of the 2 years of giardia/cryptosporidium sampling of our source waters. We have submitted our reports to the DPH and now await their response.

Projects

Tank Recoating Projects

Miramar Tank – The contractor has installed the PAX mixer and disinfected the interior of the tank. High VOC fumes are still of concern. We had the contractor install a ventilation system for 8 days but the fumes are still persistent. The painting inspectors have met with the paint manufacturer and contractor and has decided that another week of forced ventilation, this time across the floor, should remove any more fumes that could possibly bleed into the water. The tank is scheduled to be

filled to 4 feet on Wednesday, 14 April. We will soak the tank for 5 days to determine if any taste and odor has perpetrated into the water. If all is clear, we will fill the tank to the top and test for VOCs and bacteriology.

Denniston Treatment Improvements

Staff has reviewed the 30% design submittals for this project and has turned it over to the consultants for completion.

Nunes Filters 3&4 Media Replacement

Filter #4 was completed, disinfected and brought on line in March. It is working better than expected and brings this project to completion.

Cell Tower Sites

Verizon - Verizon has mitigated all ponding and erosion issues associated with the installation of their tower and ancillary equipment at the Nunes WTP tank farm.

AT&T/Team Mobile - We have spoken with the home owner adjacent to our property at El Granada Tank 1 and he will be pursuing a further alteration to the lot line adjustment. Once completed and adequately described, we will review it and, if in agreement, bring it before this board for review and approval.

Nunes Short Term Improvement Project

KG Walters staged their temporary offices at Nunes WTP on 1 March. They have staked out the caustic and polymer storage areas and have started on the respective containment systems.

Nunes Flocculator Drives

The 3 new flocculator drives have been bolted in place. The blades will be installed in April. The old drives have been removed from the deck and will either be recycled or scrapped.

Crystal Springs Check Valve Replacement Project

Pump Checks-The check valve for unit P3 was taken by Pump Repair to have rebuilt.

Main Check- The vault lid was removed and the new main check valve was installed on 17 March. We have reviewed the 90% submittal for the design of the new vault lid and found it to be well designed and thought out. The design will be complete in April. Maintenance Supervisor John Davis sustained a small laceration on his head during the installation process. He has seen a physician and there was no lost time accident.

Pilarcitos Blending Station

We had received the 100% design and specification documents for the blending station valve and they were submitted to available suppliers for competitive bidding.

We have reviewed the 90% submittal for the installation and construction specifications and submitted them back to the consultant for completion. We have also submitted a notice of exemption to San Mateo County Planning for this project.

Canada Cove Fire Valve

The contractor hired by Canada Cove has potholed and located all water lines that will be modified or tapped for this project. The project should be complete by mid May.