

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MEETING OF THE BOARD OF DIRECTORS

Tuesday, May 12, 2009 - 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 agendized 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 April 30, 2009 – Claims: \$458,414.41; Payroll: \$67,659.27 for a total of \$526,073.68 ([attachment](#))
- B. Acceptance of Financial Reports ([attachment](#))
- C. Minutes of the April 14, 2009 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. April 2009 Leak Report ([attachment](#))
- H. Rainfall Reports ([attachment](#))
- I. San Francisco Public Utilities Commission Hydrological Conditions Report for April 2009 ([attachment](#))

5) DIRECTOR COMMENTS / MEETINGS ATTENDED

6) GENERAL BUSINESS

- A. Authorization to staff to solicit bids for the Nunes Water Treatment Plant - Short Term Improvements Project ([attachment](#))
- B. Appointment of a Director to the Boards of the Bay Area Water Supply & Conservation Agency (BAWSCA) and the Bay Area Regional Water System Financing Authority (RFA) ([attachment](#))
- C. Discussion and direction to staff regarding possible sale of non-priority water connections ([attachment](#))
- D. Fiscal Year 2009-2010 Revenue and Expense Budget and Capital Improvement Program – Draft ([attachment](#))
- E. Water Reclamation Update ([attachment](#))

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

- 8) **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>
12090	ALL04	ALLIED WASTE SERVICES #925	04/03/2009	0.00	205.65
12091	ALV01	ALVES PETROLEUM, INC.	04/03/2009	0.00	1,519.22
12092	ASS08	ASSOC. CALIF. WATER AGENCY	04/03/2009	0.00	9,965.00
12093	ATT01	AT&T MOBILTY	04/03/2009	0.00	599.87
12094	BFI02	BFI OF CALIFORNIA, INC.	04/03/2009	0.00	144.00
12095	COA 15	COASTSIDE NET, INC	04/03/2009	0.00	59.95
12096	HAR03	HARTFORD LIFE INSURANCE CO.	04/03/2009	0.00	1,876.00
12097	KAI01	KAISER FOUNDATION HEALTH	04/03/2009	0.00	8,609.00
12098	PAC02	PACIFICA CREDIT UNION	04/03/2009	0.00	591.50
12099	PUB01	PUB. EMP. RETIRE SYSTEM	04/03/2009	0.00	15,630.62
12100	VAL01	VALIC	04/03/2009	0.00	1,270.00
12101	WES11	WEST COAST AGGREGATES, INC.	04/03/2009	0.00	381.80
12102	SAN24	SAN MATEO COUNTY	04/13/2009	0.00	2,043.00
12103	ASS01	HEALTH BENEFITS AUTHORITY (HBA	04/17/2009	0.00	18,002.66
12104	COU05	RECORDER'S OFFICE	04/17/2009	0.00	9.00
12105	HAR03	HARTFORD LIFE INSURANCE CO.	04/17/2009	0.00	1,876.00
12106	PAC01	PACIFIC GAS & ELECTRIC CO.	04/17/2009	0.00	12,941.45
12107	PAC02	PACIFICA CREDIT UNION	04/17/2009	0.00	591.50
12108	PUB01	PUB. EMP. RETIRE SYSTEM	04/17/2009	0.00	15,790.89
12109	SAN03	SAN FRANCISCO WATER DEPT.	04/17/2009	0.00	90,937.50
12110	TEA02	TEAMSTERS LOCAL UNION #856	04/17/2009	0.00	613.00
12111	VAL01	VALIC	04/17/2009	0.00	1,270.00
12112	A1001	A-1 SEPTIC TANK SERVICE	04/27/2009	0.00	1,000.00
12113	ADP01	ADP, INC.	04/27/2009	0.00	481.55
12114	AMC01	AM CONSERVATION GROUP	04/27/2009	0.00	1,330.00
12115	AME09	AMERICAN WATER WORKS ASSOC.	04/27/2009	0.00	1,780.00
12116	AND01	ANDREINI BROS. INC.	04/27/2009	0.00	420.00
12117	ASC01	EVERETT ASCHER	04/27/2009	0.00	551.53
12118	ATT02	AT&T	04/27/2009	0.00	1,182.06
12119	ATT03	AT&T LONG DISTANCE	04/27/2009	0.00	41.72
12120	AUG01	AUGUST SUPPLY INC.	04/27/2009	0.00	324.47
12121	AZT01	AZTEC GARDENS	04/27/2009	0.00	190.00
12122	BAS01	BASIC CHEMICAL SOLUTION, LLC	04/27/2009	0.00	2,323.44
12123	BAY05	BAY AREA WATER SUPPLY &	04/27/2009	0.00	5,112.00
12124	BIG01	BIG CREEK LUMBER	04/27/2009	0.00	65.00
12125	BIO01	BIOVIR LABORATORIES, INC.	04/27/2009	0.00	870.00
12126	CAL07	CALIFORNIA TANK LINES, INC.	04/27/2009	0.00	460.42
12127	CAR02	CAROLYN STANFIELD	04/27/2009	0.00	485.00
12128	CIT01	CITY OF HALF MOON BAY	04/27/2009	0.00	161,091.24
12129	COA19	COASTSIDE COUNTY WATER DIST.	04/27/2009	0.00	234.64
12130	COM01	COMMUNICATION LEASING SERVICES	04/27/2009	0.00	1,462.40
12131	CSI01	CSI SERVICES, INC.	04/27/2009	0.00	3,716.00
12132	DAT01	DATAPROSE, INC	04/27/2009	0.00	6,352.13
12133	DEL07	DEL GAVIO GROUP	04/27/2009	0.00	6,647.60
12134	ENR01	ENRIQUEZ MD, JOSEFINA	04/27/2009	0.00	125.00
12135	EWI01	EWING IRRIGATION PRODUCTS	04/27/2009	0.00	224.84
12136	FIR06	FIRST NATIONAL BANK	04/27/2009	0.00	1,284.11
12137	FIS01	FISHER SCIENTIFIC	04/27/2009	0.00	1,166.26
12138	FRI01	FRISCH ENGINEERING, INC	04/27/2009	0.00	4,610.00
12139	GRA07	THE GRAPHIC WORKS	04/27/2009	0.00	45.00
12140	HAL04	HALF MOON BAY REVIEW	04/27/2009	0.00	1,180.00
12141	HAL24	H.M.B.AUTO PARTS	04/27/2009	0.00	131.80
12142	HAN01	HANSONBRIDGETT. LLP	04/27/2009	0.00	13,338.00
12143	HED01	DEBORAH HEDGER	04/27/2009	0.00	150.00
12144	IED01	IEDA, INC.	04/27/2009	0.00	1,000.00
12145	IRO01	IRON MOUNTAIN	04/27/2009	0.00	271.00
12146	IRV01	IRVINE CONSULTING SERVICES, IN	04/27/2009	0.00	4,175.00
12147	IRV02	IRVINE CONSULTING SERVICES, IN	04/27/2009	0.00	522.77
12148	JAM01	JAMES FORD, INC.	04/27/2009	0.00	1,204.80
12149	LAB01	LAB SAFETY SUPPLY, INC.	04/27/2009	0.00	365.96
12150	MCT01	MCTV6	04/27/2009	0.00	375.00
12151	MET05	METRO MOBILE COMMUNICATIONS	04/27/2009	0.00	1,478.31

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Void Amount</u>	<u>Check Amount</u>
12152	MET06	METLIFE SBC	04/27/2009	0.00	1,307.25
12153	MIS01	MISSION UNIFORM SERVICES INC.	04/27/2009	0.00	154.93
12154	MON01	DARIN BOVILLE	04/27/2009	0.00	300.00
12155	MON07	MONTEREY COUNTY LAB	04/27/2009	0.00	655.00
12156	NAL 03	NALCO COMPANY	04/27/2009	0.00	2,878.40
12157	OCE04	OCEAN SHORE CO.	04/27/2009	0.00	1,561.34
12158	OFF01	OFFICE DEPOT	04/27/2009	0.00	754.99
12159	ONT01	ONTRAC	04/27/2009	0.00	340.45
12160	PAC01	PACIFIC GAS & ELECTRIC CO.	04/27/2009	0.00	4,050.11
12161	PAP02	PAPE MACHINERY EXCHANGE	04/27/2009	0.00	876.08
12162	PAR01	JOHN M. PARSONS	04/27/2009	0.00	1,375.00
12163	PIT04	PITNEY BOWES	04/27/2009	0.00	297.85
12164	RAD02	RADIX CORPORATION	04/27/2009	0.00	2,530.80
12165	RIC01	RICOH AMERICAS CORPORATION	04/27/2009	0.00	1,300.03
12166	ROB01	ROBERTS & BRUNE CO.	04/27/2009	0.00	208.47
12167	ROG01	ROGUE WEB WORKS, LLC	04/27/2009	0.00	195.00
12168	SAF01	SAFEGUARD TECHNOLOGY	04/27/2009	0.00	392.46
12169	SAF02	SAFETY CENTER, INC.	04/27/2009	0.00	150.00
12170	SER03	SERVICE PRESS	04/27/2009	0.00	434.84
12171	SEW01	SEWER AUTH. MID- COASTSIDE	04/27/2009	0.00	570.00
12172	SIE02	SIERRA CHEMICAL CO.	04/27/2009	0.00	2,416.40
12173	SPR04	SPRINGBROOK SOFTWARE, INC	04/27/2009	0.00	9,331.10
12174	STA01	STAT PADS, LLC	04/27/2009	0.00	125.00
12175	STA03	CA DPH DRINKING WATER PROGRAM	04/27/2009	0.00	100.00
12176	STR02	STRAWFLOWER ELECTRONICS	04/27/2009	0.00	326.06
12177	TET01	JAMES TETER	04/27/2009	0.00	11,822.14
12178	TUR04	SUSAN TURGEON	04/27/2009	0.00	160.19
12179	UB*00609	BORRE ULRICHSEN	04/27/2009	0.00	117.59
12180	UB*00610	MIGUEL ARREOLA	04/27/2009	0.00	20.77
12181	UB*00611	ANDREW THOMPSON	04/27/2009	0.00	43.59
12182	UB*00612	ESTHER AESCHBACH	04/27/2009	0.00	25.07
12183	UB*00613	KRISTEN GARABEDIAN	04/27/2009	0.00	33.97
12184	UB*00614	COLLEEN THOMPSON	04/27/2009	0.00	60.48
12185	UB*00615	SHAWN PARKS	04/27/2009	0.00	390.89
12186	UB*00616	TOM SCHIFF	04/27/2009	0.00	62.47
12187	WES11	WEST COAST AGGREGATES, INC.	04/27/2009	0.00	349.03
Report Total:				0.00	458,414.41

COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
30-Apr-09

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	303,804	286,283	17,521	6.1%	4,338,409	4,758,657	(420,248)	(8.8%)
1-0-4170-00	Water Taken From Hydrants	1,283	2,083	(800)	(38.4%)	29,708	20,833	8,875	42.6%
1-0-4180-00	Late Notice -10% Penalty	(5)	4,167	(4,172)	(100.1%)	38,363	41,667	(3,304)	(7.9%)
1-0-4230-00	Service Connections	174	667	(493)	(74.0%)	6,697	6,667	30	0.5%
1-0-4235-00	CSP Connection T & S Fees	0	0	0	0.0%	13,940	0	13,940	0.0%
1-0-4920-00	Interest Earned	12,263	25,031	(12,768)	0.0%	83,387	100,124	(16,737)	(16.7%)
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	237,201	205,000	32,201	15.7%	632,278	590,000	42,278	7.2%
1-0-4950-00	Miscellaneous Income	7,866	6,333	1,533	24.2%	134,926	63,333	71,593	113.0%
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%	236,700	100,000	136,700	136.7%
1-0-4970-00	Wavecrest Reserve Conn. Fees	0	0	0	0.0%	0	0	0	0.0%
REVENUE TOTALS		562,587	529,564	33,022.62	6.2%	5,514,408	5,681,281	(166,873)	(2.9%)
EXPENSES									
1-1-5130-00	Water Purchased	90,938	105,674	14,737	13.9%	1,082,501	1,161,372	78,871	6.8%
1-1-5230-00	Pump Exp, Nunes T P	1,724	1,667	(58)	(3.5%)	14,958	16,667	1,708	10.2%
1-1-5231-00	Pump Exp, CSP Pump Station	7,036	2,345	(4,691)	(200.0%)	290,711	182,749	(107,962)	(59.1%)
1-1-5232-00	Pump Exp, Trans. & Dist.	890	2,067	1,177	57.0%	17,615	20,670	3,055	14.8%
1-1-5233-00	Pump Exp, Pilarcitos Can.	2,059	2,410	351	14.6%	6,034	9,910	3,876	39.1%
1-1-5234-00	Pump Exp. Denniston Proj.	788	6,208	5,420	87.3%	13,618	62,080	48,462	78.1%
1-1-5235-00	Denniston T.P. Operations	5,017	7,463	2,446	32.8%	44,471	74,630	30,159	40.4%
1-1-5236-00	Denniston T.P. Maintenance	921	3,000	2,079	69.3%	36,553	30,000	(6,553)	(21.8%)
1-1-5240-00	Nunes T P Operations	6,281	10,533	4,252	40.4%	96,698	105,330	8,632	8.2%
1-1-5241-00	Nunes T P Maintenance	951	4,308	3,357	77.9%	26,274	43,080	16,806	39.0%
1-1-5242-00	CSP Pump Station Operations	589	708	119	16.8%	6,351	7,080	729	10.3%
1-1-5243-00	CSP Pump Station Maintenance	572	10,000	9,428	94.3%	12,918	54,000	41,082	76.1%
1-1-5318-00	Studies/Surveys/Consulting	1,462	4,167	2,705	64.9%	35,461	41,670	6,209	14.9%
1-1-5321-00	Water Conservation	3,095	3,333	238	7.1%	29,314	33,330	4,016	12.0%
1-1-5322-00	Community Outreach	675	2,641	1,966	74.4%	11,559	26,410	14,851	56.2%
1-1-5411-00	Salaries & Wages -Field	60,711	63,338	2,627	4.1%	685,303	665,052	(20,251)	(3.0%)
1-1-5412-00	Maintenance -General	125	15,066	14,941	99.2%	136,493	150,660	14,167	9.4%
1-1-5414-00	Motor Vehicle Expense	5,739	4,833	(906)	(18.8%)	35,936	48,330	12,394	25.6%
1-1-5415-00	Maintenance -Well Fields	0	2,117	2,117	100.0%	9,507	21,170	11,663	55.1%

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5610-00	Salaries/Wages-Administration	45,656	47,517	1,861	3.9%	479,536	498,927	19,391	3.9%
1-1-5620-00	Office Supplies & Expense	11,197	11,613	416	3.6%	85,909	116,125	30,216	26.0%
1-1-5621-00	Computer Services	17,116	4,492	(12,624)	(281.1%)	56,224	44,917	(11,307)	(25.2%)
1-1-5625-00	Meetings / Training / Seminars	1,483	2,708	1,225	45.2%	17,758	27,083	9,325	34.4%
1-1-5630-00	Insurance	41,424	41,112	(311)	(0.8%)	415,709	411,124	(4,585)	(1.1%)
1-1-5640-00	Employees Retirement Plan	30,422	30,406	(15)	(0.1%)	324,073	319,265	(4,809)	(1.5%)
1-1-5681-00	Legal	3,588	4,750	1,162	24.5%	23,682	47,500	23,818	50.1%
1-1-5682-00	Engineering	561	2,083	1,523	73.1%	10,431	20,833	10,402	49.9%
1-1-5683-00	Financial Services	1,375	3,948	2,573	65.2%	19,731	39,479	19,748	50.0%
1-1-5684-00	Payroll Tax Expense	8,156	8,119	(38)	(0.5%)	82,555	85,245	2,690	3.2%
1-1-5687-00	Membership, Dues, Subscript.	7,142	4,330	(2,812)	(64.9%)	42,642	43,304	662	1.5%
1-1-5688-00	Election Expenses	0	0	0	0.0%	0	0	0	0.0%
1-1-5689-00	Labor Relations	1,000	1,250	250	20.0%	10,000	12,500	2,500	20.0%
1-1-5700-00	San Mateo County Fees	0	0	0	0.0%	8,798	9,200	402	4.4%
1-1-5705-00	State Fees	0	10,000	10,000	0.0%	10,711	33,000	22,289	67.5%
1-1-5710-00	Deprec, Trucks, Tools, Equipt.	0	0	0	0.0%	0	0	0	0.0%
1-1-5711-00	Debt Svc/Existing Bonds 1998A	0	0	0	0.0%	265,981	266,220	239	0.1%
1-1-5712-00	Debt Svc/Existing Bonds 2006B	0	0	0	0.0%	483,305	482,460	(845)	(0.2%)
1-1-5713-00	Contribution to CIP & Reserves	36,167	36,167	0	0.0%	361,667	361,667	(0)	(0.0%)
1-1-5745-00	CSP Connect. Reserve Contribu.	0	0	0	0.0%	13,940	0	(13,940)	0.0%
1-1-5746-00	Wavcrest CSP Connt. Reserve	0	0	0	0.0%	0	0	0	0.0%
EXPENSE TOTALS		394,859	460,373	65,514	14.2%	5,304,929	5,573,038	268,109	4.8%
NET INCOME		167,728	69,191	98,536		209,480	108,243	101,236	

COASTSIDE COUNTY WATER DISTRICT

INVESTMENT REPORT

April 30, 2009

		<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			\$892,361.77			\$892,361.77
CSP T&S ACCOUNT					\$22,743.86	\$22,743.86
TOTAL FIRST NATIONAL BANK	\$0.00	\$0.00	\$892,361.77	\$0.00	\$22,743.86	\$915,105.63
CASH WITH L.A.I.F	\$297,900.00	\$1,564,103.00	\$1,619,822.05	\$0.00	\$20,711.75	\$3,502,536.80
UNION BANK - Project Fund Balance			\$2,324,802.78			\$2,324,802.78
CASH ON HAND	\$2,130.00					\$2,130.00
TOTAL DISTRICT CASH BALANCES	\$300,030.00	\$1,564,103.00	\$4,836,986.60	\$0.00	\$43,455.61	\$6,744,575.21
ASSESSMENT DISTRICT BALANCES						
<u>CASH IN FIRST NATIONAL BANK (FNB)</u>						
REDEMPTION ACCOUNT		\$ 86,352.04				
RESERVE ACCOUNT (Closed Account 8-4-04)		\$ -				
TOTAL ASSESSMENT DISTRICT CASH		\$ 86,352.04				
<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
CRYSTAL SPRINGS PROJECT
CAPITAL PROJECTS FY 08/09**

April 30, 2009

<u>PROJECT</u>	<u>Actual to date</u>	<u>FY 08/09 CIP Budget</u>	<u>% Completed</u>
El Granada Pipeline Phase 3 1128-03	\$2,508,842	\$2,300,000	109.1%
TOTALS	\$2,508,842	\$2,300,000	109.1%

**COASTSIDE COUNTY WATER DISTRICT
 APPROVED CAPITAL IMPROVEMENT PROJECTS
 FISCAL YEAR 2008-2009**

30-Apr-09

Acct No.	Approved CIP Budget FY 08/09	Actual To Date FY 08-09	% Completed
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PIPELINE PROJECTS

Highway #1 South Phase I / II	1121-46	\$ 100,000	\$ 39,193	39.2%
Main Street/Hwy 92 Widening Project	1120-93	\$ 50,000	\$ 4,600	9.2%

WATER TREATMENT PLANTS

Denniston Intake Maintenance	1120-03	\$ 27,000	\$ 41,248	152.8%
Denniston Sludge Ponds		\$ 100,000		0.0%
Denniston WTP- Filter Flow Meters		\$ 6,000	\$ 7,198	120.0%
Nunes- Replace Cl2/pH Analyzer	1118-10	\$ 15,000	\$ 4,131	27.5%
Nunes Filter Media Replacement	1121-25	\$ 50,000	\$ 53,327	106.7%
Nunes UST removal and replaced with AGST	1121-44	\$ 15,000	\$ 54,660	364.4%
Nunes WTP - Head Loss System Replacement	1118-10	\$ 15,000	\$ 15,064	100.4%

FACILITIES & MAINTENANCE

AMR Program	1121-41	\$ 50,000	\$ 45,761	91.5%
PRV Valves Replacement Project	1121-43	\$ 20,000	\$ 17,000	85.0%
Meter Change Program	1117-06	\$ 17,000	\$ 22,189	130.5%
Main Office - Replace Skylights (repair leaks)		\$ 25,000		0.0%
Fire Hydrant Replacement	1121-49	\$ 40,000	\$ 27,915	69.8%
Pilarcitos Culvert Repair	1121-48	\$ 100,000	\$ 8,607	8.6%
District Digital Mapping		\$ 75,000		0.0%

EQUIPMENT PURCHASE & REPLACEMENT

Vehicle Replacement	1118-04	\$ 27,000	\$ 16,443	60.9%
Computer System	1118-02	\$ 25,000	\$ 30,207	120.8%
Office Equipment/Furniture	1118-02	\$ 20,000	\$ 8,083	40.4%
SCADA/Telemetry	1120-82	\$ 500,000	\$ 17,967	3.6%

PUMP STATIONS / TANKS / WELLS

Crystal Springs VFD Project		\$ 68,000		0.0%
Well Rehabilitation	1121-38	\$ 60,000	\$ 20,027	33.4%

**COASTSIDE COUNTY WATER DISTRICT
 APPROVED CAPITAL IMPROVEMENT PROJECTS
 FISCAL YEAR 2008-2009**

30-Apr-09

	Acct No.	Approved CIP Budget FY 08/09	Actual To Date FY 08-09	% Completed
Alves Tank Recoating, Interior+Exterior		\$ 150,000		0.0%
Miramar Tank Interior Recoat + Mixing	1121-51	\$ 300,000	\$ 1,222	0.4%
Cahill Tank Exterior Recoat + Ladder		\$ 160,000		0.0%
El Granada Pump Station #2 Removal Project	1120-48	\$ 50,000	\$ 1,288	2.6%
EG Tank #3 Recoating Interior + Exterior		\$ 260,000		0.0%
CSP Pump #2 Rehabilitation	1121-30	\$ 75,000	\$ 7,816	10.4%
Tank Staff Gauge Repair		\$ 15,000		0.0%
Intrusion Alarms at all Tanks		\$ 50,000		0.0%
New Pilarcitos Well		\$ 10,000		0.0%
Pilarcitos Canyon Blending Station		\$ 50,000		0.0%
Tank Ladder Project		\$ 50,000		0.0%

NUNES/ DENNISTON WTP PRIORITY (SHORT-TERM) IMPROVEMENTS

Nunes / Denniston Short Term WTP Modifications	1121-21	\$ 1,651,000	\$ 137,824	8.3%
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DENNISTON WTP PRIORITY (SHORT-TERM) IMPROVEMENTS

Denniston Storage Tank Modification Project		\$ 686,000	\$ 29,490	4.3%
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DENNISTON WTP (LONG-TERM) IMPROVEMENTS (MEMBRANE FILTRATION)

Denniston Electrical System Upgrade/Expansion		\$ 30,000		0.0%
Denniston Pre/Post Treatment Study	1127-04	\$ 200,000	\$ 24,422	12.2%

NUNES WTP (LONG-TERM) IMPROVEMENTS (UV DISINFECTION)

Modify Filters for Rate of Flow Control		\$ 10,000		0.0%
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WATER SUPPLY DEVELOPMENT

Reclamation Project Planning	1127-00	\$ 100,000	\$ 15,970	16.0%
Water Supply Alternatives Evaluation		\$ 50,000		0.0%

TOTALS		\$ 5,302,000	\$ 651,650	12.3%
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**COASTSIDE COUNTY WATER DISTRICT
 APPROVED CAPITAL IMPROVEMENT PROJECTS
 FISCAL YEAR 2008-2009**

30-Apr-09

Acct No.	Approved CIP Budget FY 08/09	Actual To Date FY 08-09	% Completed
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FY 07/08 CIP Projects - paid in FY 08/09

Nunes WTP Raw Water Turbidimeter

\$ 10,000 \$ 8,016

NON-BUDGETED ITEMS (CAPITAL EXPEDITURES) FOR CURRENT FISCAL YEAR 08/09

Denniston Emergency Shut Down

\$ 11,204

Denniston Valve Replacement

1118-11

\$ 14,397

EG Tank #1 Modification Project

1121-42

\$ 3,833

CSP PRV Cover/Valve Replacement (FY 09/10)

1121-52

\$ 161

**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	Personnel	Lawsuits	Infrastructure Project Review (Reimbursable)	TOTAL
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Dec-08	4,167	182						4,349
Jan-09	1,354		1,508	2,193				5,055
Feb-09	2,651			494			3,978	7,123
Mar-09	4,212	494		113			3,134	7,953
Apr-09	3,588	7,670	754	1,222			104	13,338
								0

TOTAL	15,972	8,346	2,262	4,022	0	0	7,216	37,818
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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
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May-08	611			14,644		15,255	
Jun-08	454		1,440	9,392	2,544	13,829	2,544
Jul-08	963	681		403	2,254	4,300	2,254
Aug-08	1,563		782	8,782	1,486	12,613	1,486
Sep-08	641		531	12,930	2,887	16,988	2,887
Oct-08	480		11,603	3,220	1,771	17,074	1,771
Nov-08	480		11,849	81	1,820	14,229	1,820
Dec-08	281		14,110	81	3,740	18,211	1,820
Jan-09	2,825		566	2,372	5,022	10,784	5,022
Feb-09	2,529			14,082	1,501	18,112	1,501
Mar-09	1,071		825	9,703	1,369	12,967	1,369
Apr-09	561		161	7,744	3,357	11,822	3,357

TOTAL	12,459	681	41,866	83,431	27,749	166,185	25,830
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COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, April 14, 2009

- 1) **ROLL CALL:** President Mickelsen called the meeting to order at 7:02 p.m. Present at roll call were Directors Ken Coverdell, Bob Feldman, Jim Larimer, and Everett Ascher.

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 March 31, 2009 – Claims: \$513,826.34; Payroll: \$73,675.53; for a total of \$587,501.87
- B. Acceptance of Financial Reports
- C. Minutes of the March 10, 2009 Board of Directors Meeting
- D. Monthly Water Transfer Report
- E. Installed Water Connection Capacity and Water Meters Report
- F. Total CCWD Production Report
- G. CCWD Monthly Sales by Category Report
- H. March 2009 Leak Report
- I. Rainfall Reports
- J. San Francisco Public Utilities Commission Hydrological Conditions Report for March 2009
- K. Notice of Completion – Acceptance of Nunes Underground Storage Tank Removal and Above Ground Storage Tank Installation Project

Director Coverdell stated that he had reviewed the monthly claims and found all to be in order.

ON MOTION by Director Ascher 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 Ascher	Aye
President Mickelsen	Aye

5) DIRECTOR COMMENTS / MEETINGS ATTENDED

Director Ascher reported on his attendance at a recent Association of California Water Agencies (ACWA) Legislative Event in Sacramento. Additionally, he informed the Board of current issues he learned about at a California Special District Association (CSDA) event.

Director Larimer referenced his attendance at the latest meeting of the Water Reclamation Committee with the committee members from the Sewer Authority Mid-Coastside.

Director Coverdell noted that he and Director Ascher had met that afternoon as part of the Finance Committee, for the purpose of reviewing the preliminary fiscal year 2009-2010 budget, and they both agreed that it was very impressive and was well developed and presented by staff.

Vice-President Feldman reported on additional information acquired from the ACWA presentation, referenced by Director Ascher, and advised that the District's Water Resources Committee had also recently met to discuss possible plans associated with drought scenarios.

Vice-President Mickelsen reported on the latest Bay Area Water Supply and Conservation Agency (BAWSCA) meeting.

6) GENERAL BUSINESS

A. Kennedy / Jenks Report on Denniston Pretreatment Alternatives

Mr. Dickson introduced this item and provided some of the history and background of this local water source. He explained the nature of the study and the other current project related work in progress, including the short-term improvements, the dredging, and the alternate intake project.

Mr. Dickson then introduced Joel Faller, Engineer with Kennedy/Jenks Consultants, and Joe Drego, Water Quality Specialist. He distributed a handout outlining the presentation of the Denniston Creek Water Treatment Plant Improvements, including the background, the pre-treatment feasibility study project objectives, an estimate of available source water, pretreatment alternatives evaluation, recommended pre-treatment, and phase 2 of the washwater system improvements study and preliminary design report.

B. Kennedy/Jenks Proposal for Preliminary Design of Denniston Pretreatment and Washwater System Improvements

Board discussion followed the Kennedy/Jenks presentation of the proposed project, with Mr. Faller and Mr. Drego addressing a number of questions from each of the Board members regarding their proposal for the preliminary design of the Denniston Pretreatment and Washwater System Improvements.

ON MOTION by Director Coverdell and seconded by Director Ascher, the Board voted as follows, by roll call vote, to authorize execution of an agreement with Kennedy/Jenks Consultants for completion of all tasks contained in their proposal submitted for the Preliminary Design of Denniston Pretreatment and Washwater System Improvements for an estimated cost of \$96,500.00:

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

C. Quarterly Financial Review

Mr. Dickson referenced the period budget analysis summary, reviewed the year-to-date financial information through the third quarter, and addressed a few comments from the Board.

D. Agreement for Emergency Water Supply Between Coastside County Water District (CCWD) and Montara Water & Sanitary District (MWSD)

Mr. Dickson introduced this item and provided the background, noting that the committee members from both agencies have been working on this draft agreement since June of 2008. He reviewed the following key points: the agreement only covers temporary, interruptible, emergency supply; it creates no obligation for either party to provide water, each party does so only in its sole discretion; the agreement can be terminated by either party on 90 days notice; and implementing emergency supply provisions will require both parties to examine and seek changes to existing contracts and permits, which may place restrictions on the ability to supply water to the other party.

Mr. Dickson advised the Board that the Montara Water & Sanitary District Board of Directors approved the agreement at their April 2, 2009 meeting. He and Mr. Miyaki advised the Board of some revisions that they felt were necessary to incorporate into the agreement. Committee members, Directors Ascher and Coverdell, addressed questions and comments from the Board. Following discussion of the draft agreement, the Board directed that Mr. Dickson and Mr. Miyaki make the suggested revisions and forward the revised draft agreement to MWSD.

E. Water Reclamation Update

Mr. Dickson advised that the latest development in regards to the water reclamation project, is an effort to schedule a meeting, at the staff level, of both CCWD and the Sewer Authority Mid-Coastside (SAM). He briefly reviewed the updates, which included a letter of response to Ocean Colony Partners, addressing their request to supply recycled water, and a letter to SAM regarding fostering interagency cooperation for water reclamation.

7) GENERAL MANAGER'S REPORT INCLUDING MONTHLY INFORMATIONAL REPORTS

Mr. Dickson reviewed the highlighted topics in the report; including drought planning, contract negotiation regarding the new San Francisco Public

Utilities Commission (SFPUC) Sales Agreement, and the District's new credit card on-line payment options for customers. He also recognized and congratulated Steve Twitchell, Water Treatment Plant Supervisor and Sean Donovan, Senior Treatment/Distribution Operator for their recent second place win in a Top Ops competition, sponsored by the American Water Works Association (AWWA).

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

Ms. Brennan answered questions in connection with the update on the Water Shortage and Drought Contingency Plan.

8) ADJOURNMENT

ON MOTION by Director Ascher and seconded by Vice-President Feldman, the Board voted unanimously to adjourn the April 14, 2009 Meeting of the Coastside County Water District's Board of Directors:

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

The meeting was adjourned at 9:17 p.m. The next regular meeting of the Coastside County Water District's Board of Directors is scheduled for Tuesday, May 12, 2009.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the Board

Chris R. Mickelsen, President
Board of Directors
Coastside County Water District

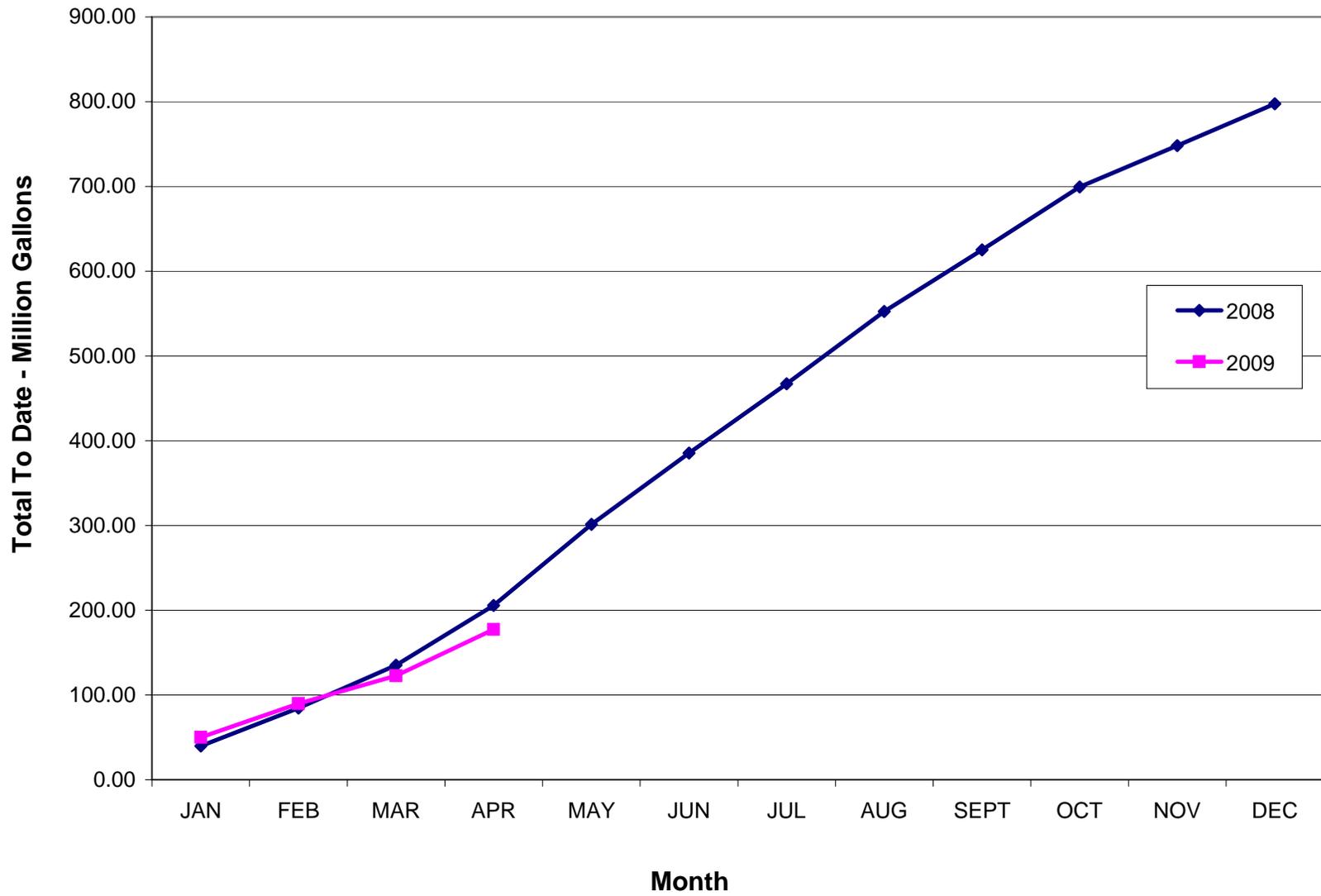
TOTAL CCWD PRODUCTION (MG) ALL SOURCES-2009

	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	IN-PLANT USAGE AND UNMETERED WATER	TREATED TOTAL
JAN	1.56	0.00	0.00	0.78	52.21	54.55	4.46	50.09
FEB	4.19	5.11	0.00	0.00	33.52	42.82	3.08	39.74
MAR	1.12	35.08	0.00	0.00	0.00	36.20	3.21	32.99
APR	0.00	58.566	0.30	0.76	0.00	59.63	5.17	54.46
MAY								
JUN								
JUL								
AUG								
SEPT								
OCT								
NOV								
DEC								
TOTAL	6.87	98.76	0.30	1.54	85.73	193.20	15.914	177.28
% TOTAL	3.6%	51.1%	0.2%	0.8%	44.4%	100.0%	8.2%	91.8%

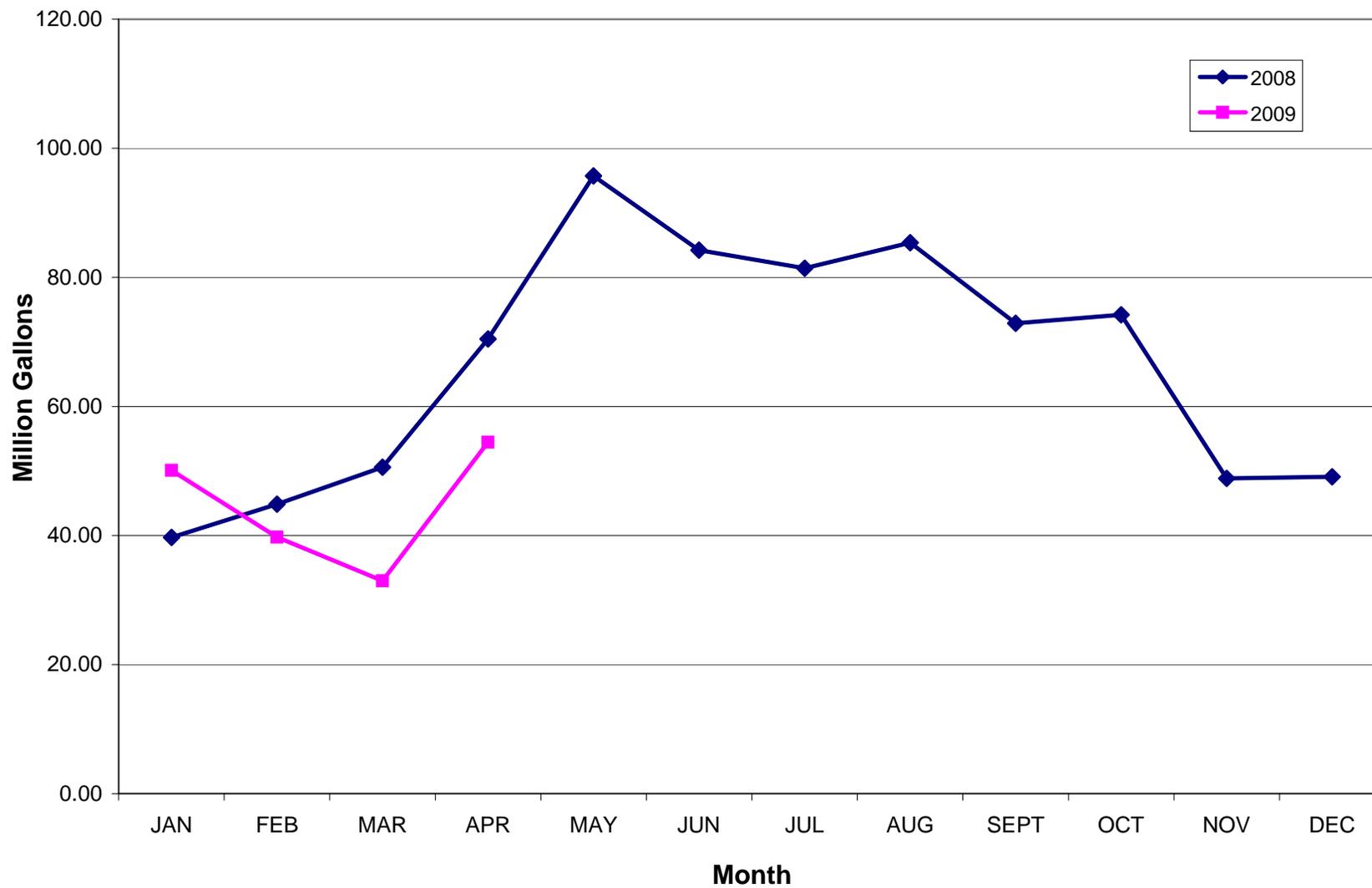
12 Month Running Treated Total

769.08

Cumulative Production 2009 vs. 2008



Monthly Production 2009 vs. 2008



**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									114.54
COMMERCIAL	5.456	0.952	4.953	1.188									12.55
RESTAURANT	2.623	0.123	2.585	0.12									5.45
HOTELS/MOTELS	3.755	0.085	3.39	0.088									7.32
SCHOOLS	0.737	0.034	0.509	0.043									1.32
MULTI DWELL	1.863	1.331	2.533	1.277									7.00
BEACHES/PARKS	0.405	0.017	0.305	0.052									0.78
FLORAL	9.622	0.242	11.549	0.241									21.65
RECREATIONAL	0	0.17	0.046	0.221									0.44
MARINE	1.006	0	0.812	0									1.82
IRRIGATION	2.042	1.247	1.076	1.213									5.58
Portable Meters	1.616	0	1.601	0									3.22
TOTAL - MG	52.22	39.54	48.24	41.67	0.00	181.67							

Running 12 Month Total

747.14

**Coastside County Water District Monthly Sales By Category (MG)
2008**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	MG to Date
RESIDENTIAL	21.17	31.05	19.64	36.623	28.871	53.578	30.064	53.703	29.785	46.449	23.142	36.05	410.13
COMMERCIAL	5.38	1.1	6.17	1.23	6.781	1.477	7.938	1.441	7.877	1.238	5.593	1.026	47.25
RESTAURANT	1.96	0.04	2.13	0.053	2.887	0.045	3.231	0.026	2.673	0.127	3.722	0.123	17.02
HOTELS/MOTELS	4.48	0.24	4.5	0.138	5.305	0.136	5.671	0.158	5.778	0.126	1.831	0.088	28.45
SCHOOLS	0.93	0.07	0.86	0.068	2.224	0.171	3.515	0.115	3.428	0.103	0.332	0.052	11.87
MULTI DWELL	4.51	6.08	4.38	5.921	5.146	6.365	5.762	6.217	5.382	6.054	2.759	2.828	61.40
BEACHES/PARKS	0.38	0.01	0.28	0.025	0.786	0.064	1.173	0.079	0.993	0.094	0.568	0.009	4.46
FLORAL	17.55	0.21	17.31	0.227	22.968	0.293	16.961	0.35	15.601	0.306	6.556	0.292	98.62
RECREATIONAL	0.07	0.16	0.06	0.174	0.096	0.209	0.111	0.228	0.12	0.2	0.065	0.167	1.66
MARINE	1.15	0	0.32	0	0.402	0	0.37	0	1.143	0	0.943	0	4.33
IRRIGATION	3.12	0.48	0.12	1.476	14.77	3.251	28.197	3.333	17.651	2.634	0.382	1.695	77.11
PORTABLE METERS	0	0.33	0	0.284	0	1.296	0	1.587	0	1.735	0	0.403	
MG	60.70	39.77	55.77	46.22	90.24	66.89	102.99	67.24	90.43	59.07	45.89	42.73	767.93

**Coastside County Water District
Monthly Leak Report
April 2009**

Date	Location	City	Pipe Type/Size	Repair Material	Estimated Water Loss (gallons)	Repair Material Costs	Manpower and Equipment Costs	Estimated Cost of Repair (dollars)
01-Apr-09	852 1st Street	HMB	1" plastic service	12' x1" copper/ 2 - 2" compress/ 1/2 ton rock	800	\$42.37	\$700.00	\$742
10-Apr-09	Hwy 92	HMB	4" galv main	1 - 4" x 5' galv riser/ 2 ton rock	8000	151.29	\$2,200.00	\$2,351
23-Apr-09	3rd @ Medio	Miramar	1" plastic service	12'- 1" copper tube/ 1" comp clamp	900	138.48	\$1,000.00	\$1,138
TOTAL					9,700.00	332.14		\$4,232

Coastside County Water District
 766 Main Street
 July 2007 - June 2008

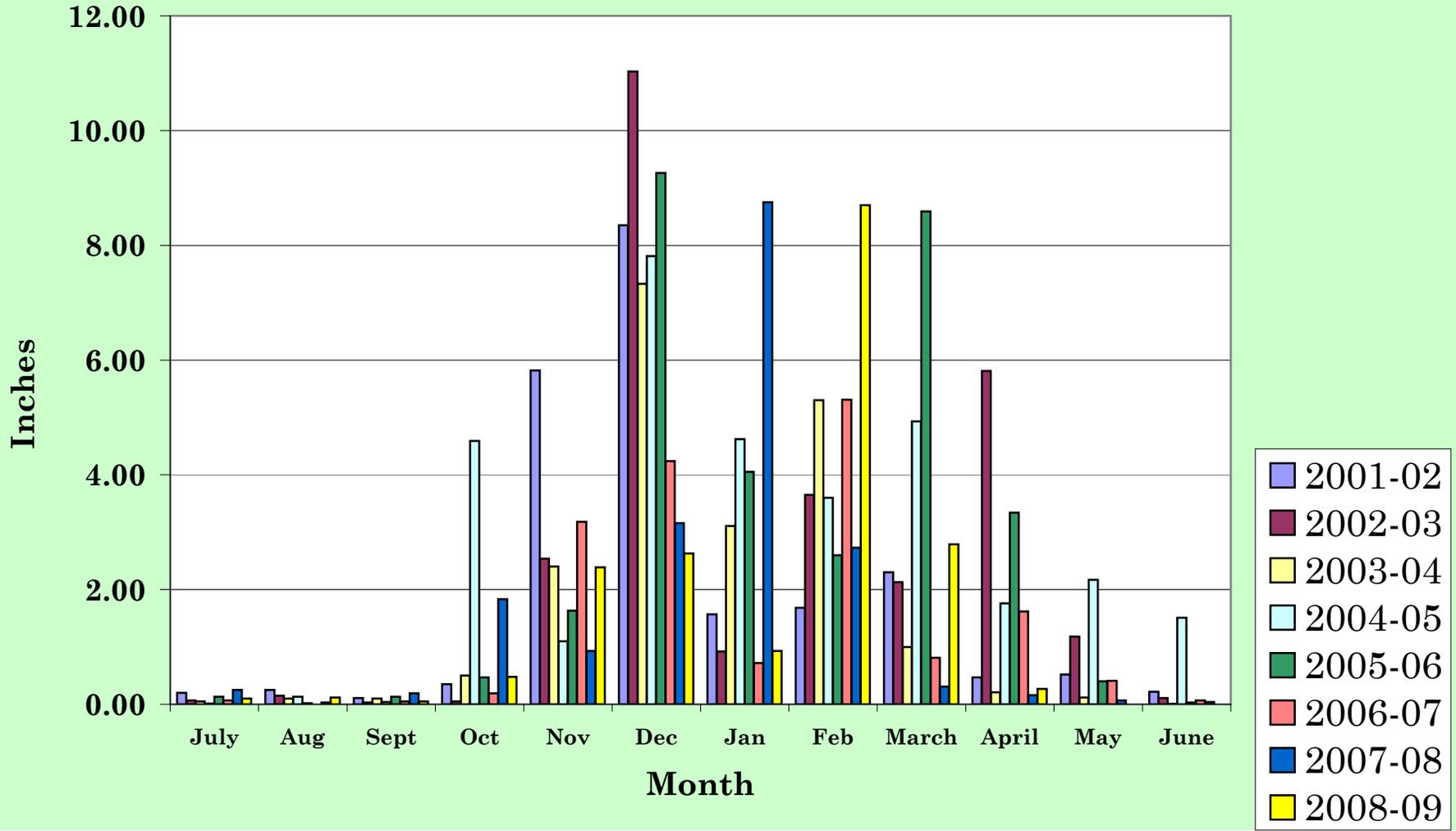
District Office
 Rainfall in Inches

	2008						2009					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0	0	0	1.63	0.01	0	0.01	0.32	0		
2	0	0	0	0	0	0.01	0.14	0	0.74	0		
3	0	0	0	0.21	0.31	0.01	0.01	0	0.54	0		
4	0.01	0	0	0.05	0.01	0	0	0	0.14	0		
5	0.01	0.01	0	0	0	0	0.02	0.13	0.42	0		
6	0.01	0	0	0	0	0	0	0.36	0.03	0		
7	0	0	0	0	0	0	0	0	0	0.23		
8	0	0	0	0	0.21	0	0	0.4	0	0.01		
9	0	0.03	0	0.01	0	0	0.01	0.03	0	0.03		
10	0	0	0.01	0	0	0	0	0.23	0	0		
11	0	0	0	0	0	0	0	0.24	0	0.00		
12	0	0.01	0	0	0	0.03	0	0.1	0	0		
13	0	0	0	0	0	0.04	0	0.87	0	0		
14	0	0	0	0	0.01	0.52	0	0.41	0	0		
15	0	0	0	0	0	0.3	0	2.61	0.17	0		
16	0	0	0	0	0	0.18	0	1.07	0.12	0		
17	0	0	0	0	0	0	0	0.18	0.02	0		
18	0	0.01	0	0	0	0.01	0	0.01	0	0		
19	0	0.01	0.01	0	0	0.23	0	0	0.01	0		
20	0	0	0.01	0	0	0.01	0	0	0	0		
21	0.01	0.02	0	0	0.01	0.41	0.11	0.01	0.13	0		
22	0	0	0	0	0.01	0.22	0.32	1.5	0.14	0		
23	0	0	0.01	0	0	0.04	0.21	0.24	0	0		
24	0	0.01	0	0	0	0.05	0.04	0.1	0	0		
25	0	0	0	0	0	0.53	0.07	0.08	0	0		
26	0	0.01	0	0	0.2	0	0	0.11	0	0		
27	0.03	0	0	0	0	0	0	0.01	0	0		
28	0.03	0	0	0	0	0.01	0	0	0.01	0		
29	0	0	0.01	0	0	0	0		0	0		
30	0	0.01	0	0.02	0	0.01	0		0	0		
31	0	0		0.19		0.01	0		0			
Mon.Total	0.10	0.12	0.05	0.48	2.39	2.63	0.93	8.70	2.79	0.27	0.00	0.00
Year Total	0.10	0.22	0.27	0.75	3.14	5.77	6.70	15.40	18.19	18.46		

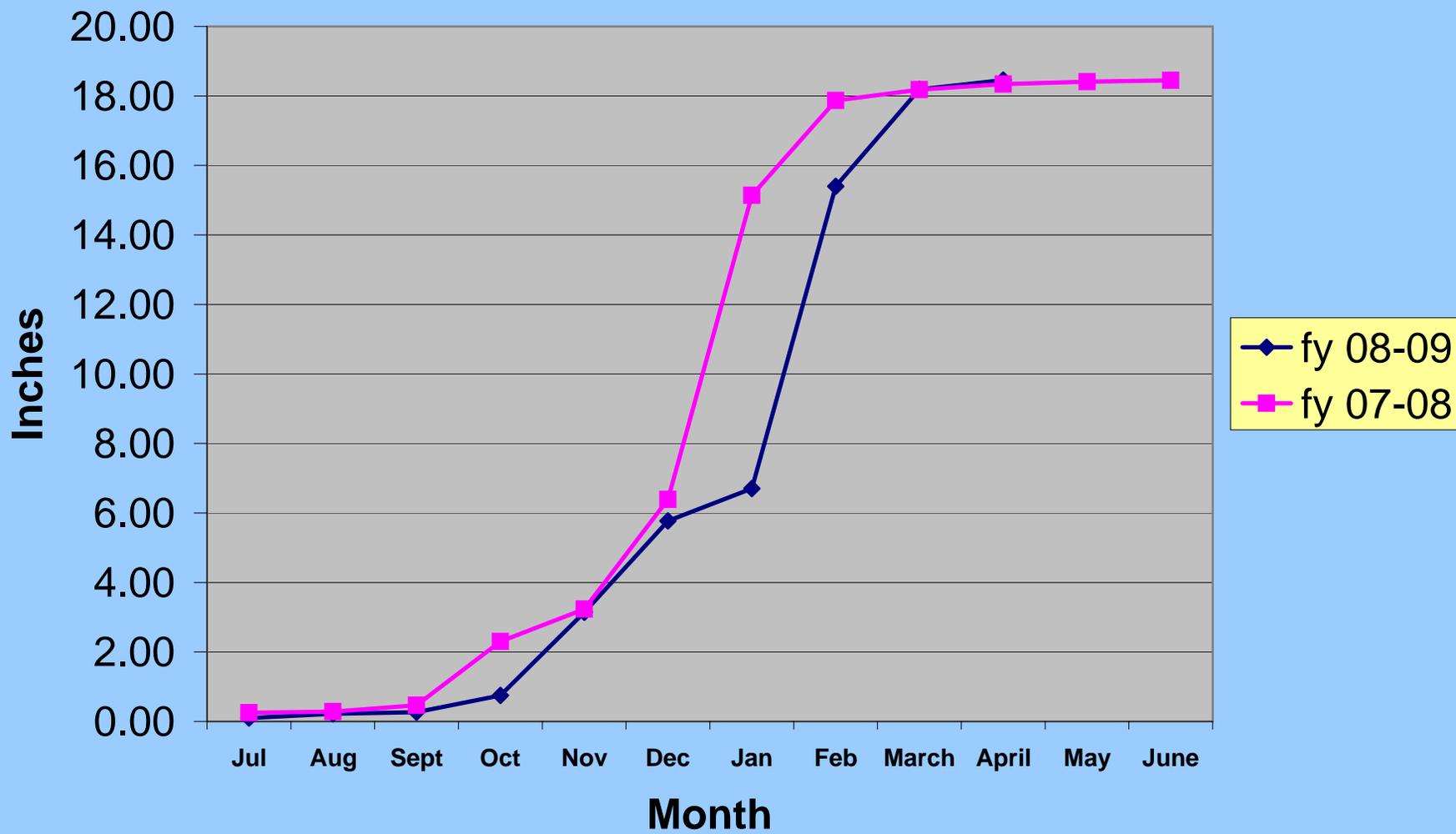
Coastside County Water District

Rainfall by Month

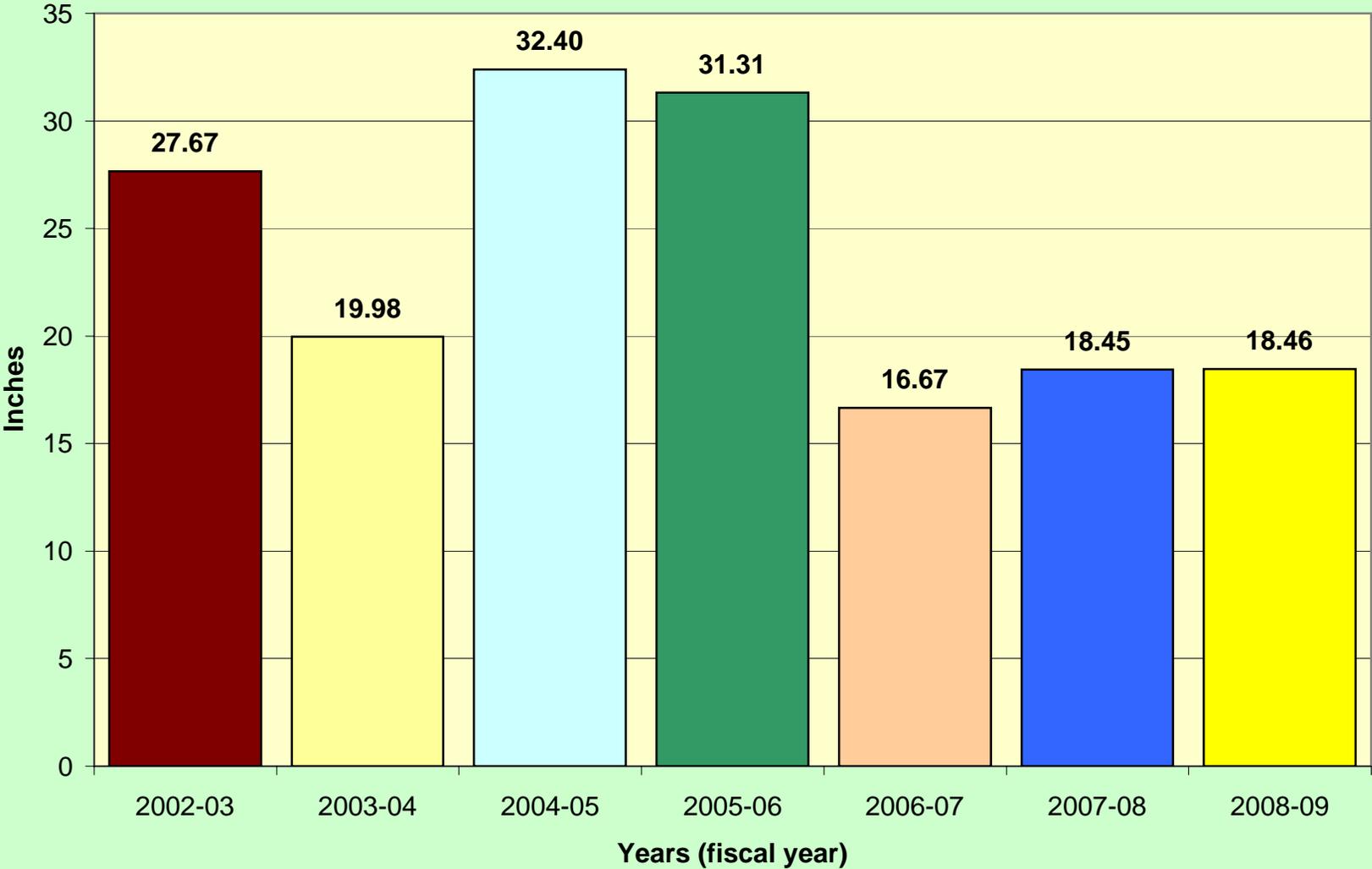
July '08 thru Jun '09



Rainfall Totals fy 08 - 09



Rain Totals



MONTHLY CLIMATOLOGICAL SUMMARY for APR. 2009

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	52.9	58.8	1:30p	45.5	6:00a	12.1	0.0	0.00	3.8	21.0	2:30a	WSW
2	53.1	62.5	12:30p	48.6	12:00m	11.9	0.0	0.00	3.5	22.0	4:30p	WSW
3	49.5	54.4	11:30a	40.7	12:00m	15.5	0.0	0.00	3.9	26.0	4:00p	NNW
4	48.9	60.0	11:30a	37.0	4:30a	16.1	0.0	0.00	1.9	13.0	12:30p	NNE
5	53.2	67.3	3:30p	41.2	4:00a	11.9	0.1	0.00	1.2	8.0	5:00a	NNE
6	57.2	70.0	3:00p	46.5	1:30a	8.2	0.4	0.00	1.6	11.0	5:00a	SSW
7	56.6	69.1	2:00p	48.1	12:30a	8.6	0.2	0.23	2.8	21.0	4:30p	SE
8	58.9	69.1	1:00p	52.3	3:30a	6.4	0.3	0.01	2.4	15.0	12:30p	S
9	57.4	66.6	12:30p	52.2	12:00m	7.6	0.0	0.03	2.1	14.0	11:30a	S
10	53.3	59.4	11:30a	49.7	6:00a	11.7	0.0	0.00	3.3	20.0	4:00p	NNW
11	53.8	61.1	3:30p	49.4	2:30a	11.2	0.0	0.00	3.3	16.0	9:00a	NNW
12	56.0	63.4	2:00p	51.0	4:30a	9.0	0.0	0.00	1.9	12.0	1:00p	SW
13	54.0	61.7	1:30p	47.5	12:00m	10.9	0.0	0.00	3.2	17.0	3:30p	WSW
14	48.5	54.0	1:30p	44.9	5:00a	16.5	0.0	0.00	7.5	32.0	12:00p	NNW
15	49.2	55.2	2:00p	39.9	5:30a	15.8	0.0	0.00	5.1	23.0	12:30p	NNW
16	52.7	58.7	10:00a	48.0	3:00a	12.3	0.0	0.00	2.7	14.0	1:30p	SW
17	55.1	63.5	2:00p	46.3	6:00a	9.9	0.0	0.00	1.9	18.0	3:30p	SSW
18	54.1	62.5	10:00a	47.9	11:30p	10.9	0.0	0.00	0.4	8.0	3:00p	SSW
19	60.5	73.3	2:30p	46.0	4:30a	6.5	2.0	0.00	0.6	6.0	2:30p	SW
20	68.6	80.6	2:30p	55.7	6:00a	2.3	5.9	0.00	1.0	10.0	10:00a	SW
21	71.1	87.0	4:00p	57.9	12:00m	1.5	7.6	0.00	1.4	11.0	4:30p	N
22	60.8	69.1	3:00p	51.4	6:00a	4.6	0.5	0.00	1.9	10.0	1:30p	SSW
23	59.3	68.2	3:30p	52.1	11:00p	5.8	0.2	0.00	2.3	11.0	2:00a	SSW
24	54.2	61.2	1:30p	50.2	12:00m	10.8	0.0	0.00	2.5	19.0	8:00p	WSW
25	54.0	62.4	3:30p	48.9	2:00a	11.0	0.0	0.00	3.1	15.0	12:30p	SW
26	53.6	58.9	2:00p	49.5	5:30a	11.4	0.0	0.00	3.3	13.0	1:30p	SW
27	54.9	64.4	1:30p	49.9	4:30a	10.1	0.0	0.00	4.1	16.0	12:30p	SW
28	54.2	62.6	11:00a	46.7	11:00p	10.8	0.0	0.00	2.5	13.0	11:00a	SW
29	53.9	62.3	1:30p	46.6	6:00a	11.1	0.0	0.00	2.1	13.0	2:00p	SW
30	54.3	66.7	3:00p	42.3	4:30a	10.7	0.0	0.00	2.0	12.0	11:00a	SW
	55.5	87.0	21	37.0	4	303.1	17.1	0.27	2.6	32.0	14	SW

Max >= 90.0: 0

Max <= 32.0: 0

Min <= 32.0: 0

Min <= 0.0: 0

Max Rain: 0.23 ON 4/07/09

Days of Rain: 2 (>.01 in) 1 (>.1 in) 0 (>1 in)

Heat Base: 65.0 Cool Base: 65.0 Method: Integration

RECORD OF RIVER AND CLIMATOLOGICAL OBSERVATIONS

STATION (Climatological) Hay (River Station, if different) San Mateo
 STATE CA COUNTY San Mateo RIVER Pacific Ocean
 TIME (local) OF OBSERVATION 0830 PRECIPITATION 0.00
 TYPE OF RIVER GAGE CA ELEVATION OF RIVER GAGE ZERO 0.00 FLOOD STAGE 0.00 Ft.
 STANDARD TIME IN USE Pac. Std. Time NORMAL POOL STAGE 0.00 Ft.

DATE	TEMPERATURE F.		PRECIPITATION		WEATHER (Calendar Day)							RIVER STAGE		REMARKS (Special observations, etc.)								
	24-HRS. ENDING AT		24-HR AMOUNTS		A.M.		NOON		P.M.		Fog	Ice Pellets	Glaze		Thunder	Hail	Dam. Winds	Time of observation if different from above	CONDITION	GAGE READING AT	TENDENCY	
	MAX.	MIN.	AT OBSN.	Rain, melted snow, etc. (ins. and hundredths)	Snow, ice pellets, (ins. and tenths)	At Obs., hail, ice on ground (ins.)	1	2	3	4												5
1	60	42	43	0.00																0730	SW	
2	57	33	51	0.00																0722	T	
3	56	38	51	0.00																0824	T	
4	57	32	45	0.00																0900	T	
5	62	34	48	0.00																0850	SW	
6	67	40	57	0.00																0825	SW	
7	63	42	57	0.12																0733	SW	
8	60	49	52	0.23																0842	SW	
9	62	48	50	0.02																0830	SW	
10	58	47	51	0.04																0820	SW	
11	57	49	51	T																0943	T	
12	58	47	53	0.00																08:48	GA	
13	59	50	53	0.00																09:00	GA	
14	57	47	48	0.00																08:58	GA	
15	54	38	49	0.00																03:50	GA	
16	55	45	50	0.00																03:50	GA	
17	56	40	50	0.00																09:45	GA	
18	62	41	48	0.00																08:57	GA	
19	65	39	51	0.00																08:57	T	
20	68	45	60	0.00																08:55	T	
21	75	49	63	0.00																0949	SW	
22	85	44	54	0.00																0910	SW	
23	65	51	57	0.00																0929	SW	
24	60	50	51	0.00																0830	SW	
25	57	48	50	0.00																0830	SW	
26	56	48	50	0.00																0815	SW	
27	57	48	50	0.00																0900	SW	
28	58	46	50	0.00																08:15	GA	
29	59	41	51	0.00																08:30	GA	
30	59	36	50	0.00																08:45	GA	
31																				08:17	GA	

CHECK BAR (For wire-weight) NORMAL OK. BAR
 READING _____ DATE _____
 OBSERVER SAM, ORS
 SUPERVISING OFFICE MTIC STATION INDEX NO. 04-3714

CONDITION OF RIVER AT GAGE _____
 A. Obstructed by rough ice.
 B. Frozen, but open at gage.
 C. Upper surface of smooth ice.
 D. Ice gorges above gage.
 E. Ice gorge below gage.
 F. Shore ice.
 G. Floating ice.
 H. Pool stages.

San Francisco Public Utilities Commission

Hydrological Conditions Report

For April 2009

J. Chester, B. McGurk, A. Mazurkiewicz, M. Tsang, May 4, 2009

Current System Storage

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

Table 1							
Current Storage							
As of May 1, 2009							
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/}	288,546		360,360		71,814		80.1%
Cherry ^{2/}	244,712		273,340		28,628		89.5%
Lake Eleanor ^{3/}	24,937		25,030		93		99.6%
Water Bank	425,991		570,000		144,009		74.7%
Tuolumne Storage	984,186		1,228,730		244,544		80.1%
Local Bay Area Storage							
Calaveras ^{4/}	45,141	14,709	96,824	31,550	51,683	16,841	46.6 %
San Antonio	47,333	15,424	50,496	16,454	3,163	1,030	93.7 %
Crystal Springs	53,221	17,342	58,377	19,022	5,156	1,680	91.2 %
San Andreas	18,631	6,071	18,996	6,190	365	119	98.1 %
Pilarcitos	2,439	795	3,100	1,010	661	215	78.7 %
Total Local Storage	166,765	54,340	227,793	74,226	61,028	19,886	73.2 %
Total System							

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

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

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

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

Hetch Hetchy System Precipitation Index ^{5/}

Current Month: The April precipitation index is 1.90 inches, or 62.5% of the average index for the month. In April, there was only one event which produced the below normal precipitation accumulation for the month. 2.1 inches of precipitation accumulated at O'Shaughnessy Dam in April, which is 65% of the monthly average.

Cumulative Precipitation to Date: The accumulated precipitation index for water year 2009 is 30.87 inches, which is 86.6% of the average annual water year total, and 94.1% of the season-to-date precipitation index. The cumulative precipitation for the Hetch Hetchy gauge is shown in Figure 1 in red, indicating that accumulated precipitation at Hetch Hetchy is near average to date.

^{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 2009

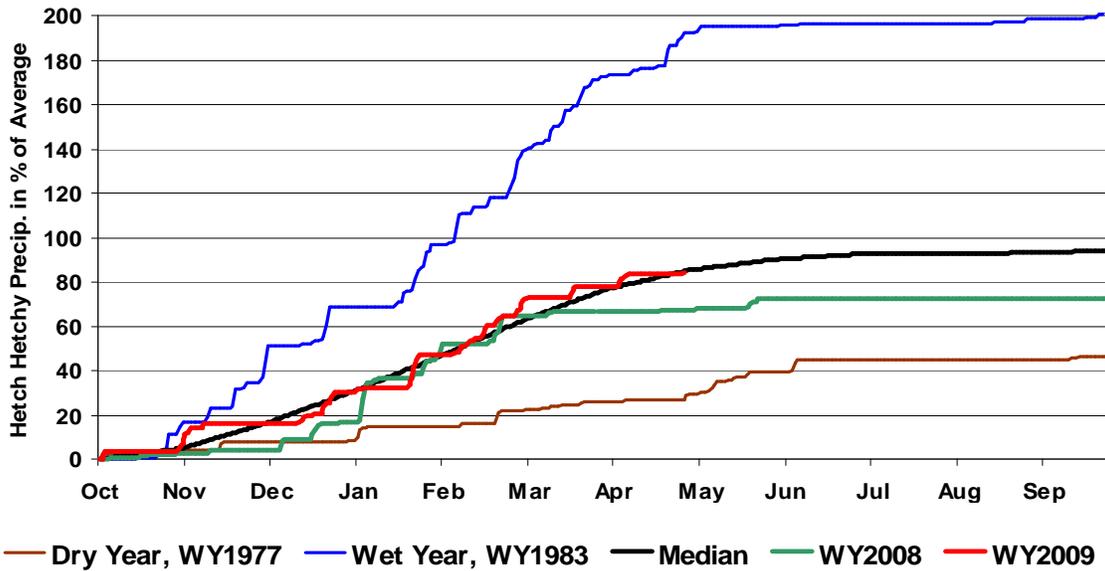


Figure 1: Water year 2009 cumulative precipitation received at Hetch Hetchy Reservoir through the end-of-month April. Precipitation curves for wet, dry, median, and WY 2008 years for the station at Hetch Hetchy are included for comparison purposes.

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange as of April 30th is summarized below in Table 2. The total April inflow to Hetch Hetchy Reservoir was 104,965 acre-feet, or 116% of the long-term average. Above average temperatures April 16-23 produced significant low- and mid-elevation snowmelt which brought the April inflow volumes to the SFPUC reservoirs to above average. The subsequent period of cool temperatures slowed snowmelt and inflows receded to normal rates for April.

	April 2009				October 1, 2008 through April 30, 2009			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	104,965	88,560	90,389	116.1%	253,671	210,783	221,393	114.6%
Inflow to Cherry Reservoir and Lake Eleanor	75,100	72,601	72,783	103.2%	238,576	195,960	208,637	114.3%
Tuolumne River at La Grange	259,011	267,607	273,505	94.7%	800,213	799,899	884,725	90.4%
Water Available to the City	71,543	85,789	95,158	75.2%	224,349	246,836	326,876	68.6%

⁶ Hydrologic Record: 1919 – 2005.

Natural flow at LaGrange for April was 95% of average. 71,543 acre-feet of water became available to the City in April. The overall available water to the City to date is 68.6% of the long-term average.

Hetch Hetchy System Operations

Draft from Hetch Hetchy Reservoir in April totaled 54,044 acre-feet. 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, increase available storage capacity, and control the rate of fill of the reservoir. Due to the accumulated precipitation, minimum streamflow releases at O’Shaughnessy Dam are following schedule “A”.

During April, about 45,056 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. All water released to the stream channels from Cherry and Hetch Hetchy was transferred to the City’s Water Bank account in Don Pedro Reservoir. To facilitate capture of snowmelt runoff and maximize power generation, 17,232 acre-feet of water was pumped from Lake Eleanor to Cherry Reservoir in April. Currently Lake Eleanor elevation is being controlled with valve releases to minimize the flow volume over the spillway.

Local System Operations

The average rate at the Sunol Valley Water Treatment Plant for April was 52 MGD. The Harry Tracy Water Treatment Plant rate averaged 21 MGD in April.

Local System Water Demand

April water demand averaged 227 MGD, a 30% increase over the March average of 172 MGD.

Local Precipitation

Precipitation totals across the local watersheds were 17 % of normal for the month, and 77 % of normal for year-to-date. Precipitation totals are presented in Table 3.

Table 3. Precipitation Totals for April, 2009 at Three Local Reservoirs

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	0.55	19 %	27.04	71 %
Lower Crystal Springs	0.25	12 %	18.51	71 %
Calaveras	0.60	32 %	18.63	89 %

⁷ Since 7-1-2008

Snowmelt and Water Supply

Manual snow survey measurements were made during the last week of May. These measurements provide vital snowpack and water supply information. The measurements within the Tuolumne River watershed indicate that the snowpack is 55% of average April 1st snowpack conditions, or 67% of May 1st conditions. In general, the seasonal snow pack peaks near April 1st. These measurements indicate that there was a decline in snowpack since April 1 and that there is a decline in basin snow water equivalent as snowmelt begins to dominate in the mountains.

Over the past few days (May 1-3), onshore atmospheric flow has brought numerous heavy rain showers to the Sierra Nevada Mountains. The snowline has remained relatively high, between 8,000 and 9,000 feet, causing significant runoff. By May 4th, 3.16 inches of precipitation fell at O’Shaughnessy Dam, with snow depth accumulation in the high elevations of up to one foot. This pattern will give way to high pressure late in the first week of May as temperatures return to seasonal conditions.

Unimpaired Flow at La Grange & Water Available to the City

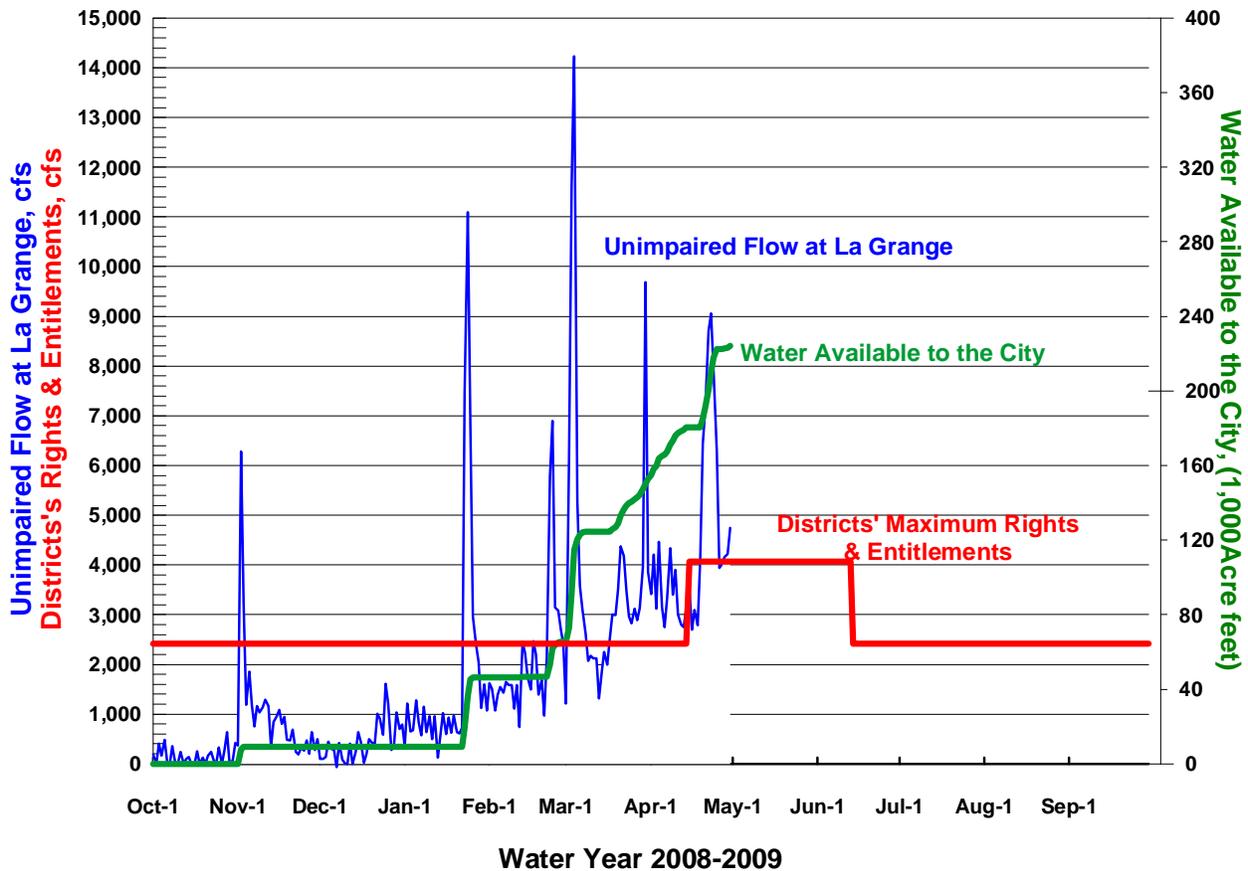


Figure 2: Calculated unimpaired flow at LaGrange and the allocation of flows between the Districts and the City. Water available to the City for the period from October 1st, 2008 through April 30th, 2009 was 224,349 acre-feet.

April-July Natural Flow at LaGrange

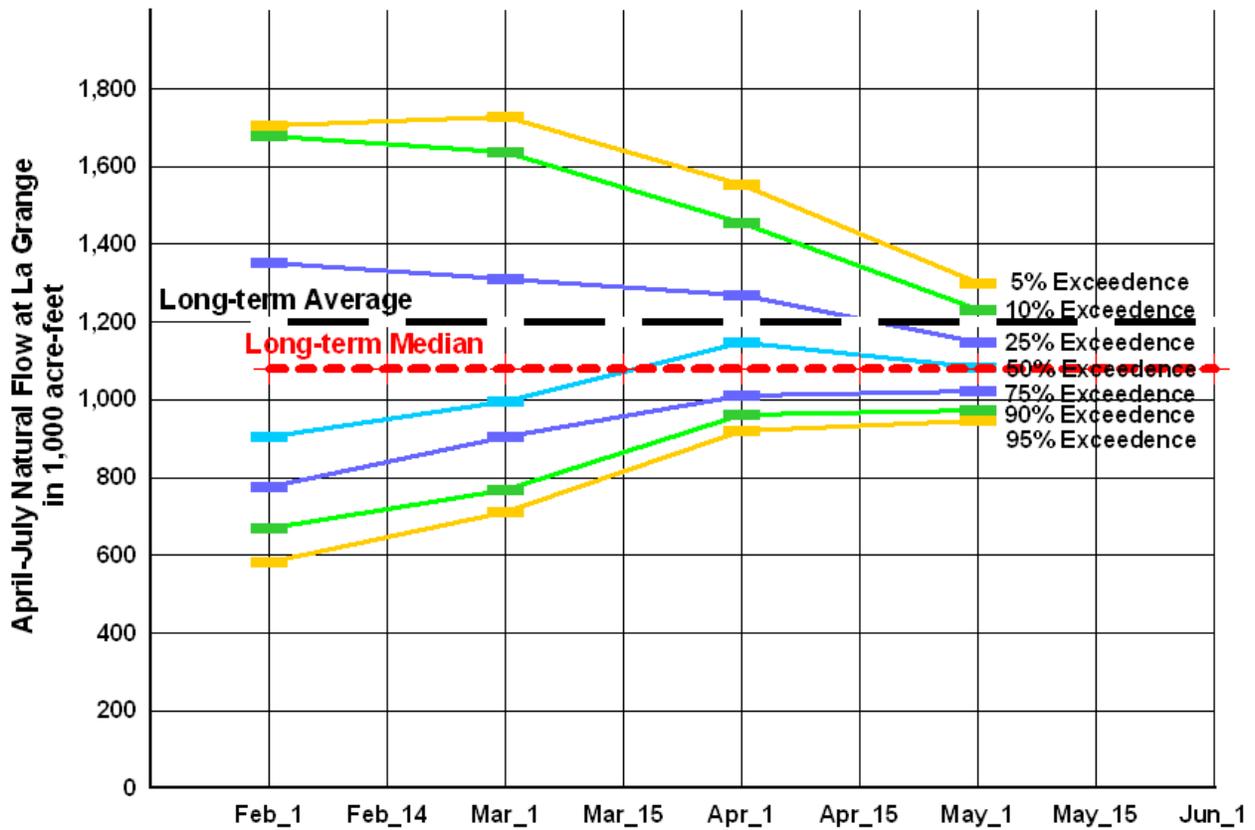


Figure 3: Funnel diagram for April-through-July forecast of natural flow at LaGrange.

Using the snow survey and precipitation data, the volumetric runoff forecast procedure was completed for May 1st. Figure 3 displays the distribution of the probable inflow volumes. The forecast indicates that the median amount of runoff that may occur this year is about 100% of the long-term median. The median forecast for April-to-July runoff is about 1,083 TAF, compared to the long-term median runoff for the April-to-July period of 1,080 TAF. For natural flow at LaGrange, there is an 80 percent chance that the April-to-July natural runoff will be between 975 TAF and 1,230 TAF. The runoff forecast is for median conditions, which would be expected given the near-normal April 1st snowpack and precipitation conditions to date.

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

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 12, 2009

Report

Date: May 8, 2009

Subject: Authorization to staff to solicit bids for Nunes Water Treatment Plant Short-Term Improvements Project

Recommendation:

Authorize staff to solicit bids for the construction of the Nunes Short Term Improvement Project.

Background:

The Short Term Improvement Plans (STI) for both the Nunes and Denniston Water Treatment Plants (WTP) came out of a Comprehensive Performance Evaluation (CPE) done by the engineering firm Camp, Dresser and McGee (CDM) in 2005. The CPE was ordered by the California Department of Public Health (CDPH) after a number of deficiencies were discovered at our treatment facilities in the 2004 DPH annual inspection. The CPE identified a number of improvements necessary for regulatory, safety and reliability compliance for the Denniston and Nunes WTPs in a 2005 technical memorandum. In March 2006, District Engineer Jim Teter was tasked to provide the design for the improvements.

The design for the improvements at both water treatment plants has now been completed. Because the engineer's estimate for the full project is almost double the estimate which had been included in the current Capital Improvement Program budget, and because it will be advantageous to combine the work at Denniston with other plant modifications currently under design, staff proposes to go forward with just the Nunes improvements now. The project includes installation of a hypchlorite disinfection system to replace the previous gaseous chlorine and (regulatory requirement), upgrades to the chemical feed systems (safety and reliability requirement), and a number of electrical and control system improvements.

The design and bid documents are complete and staff is ready to issue an invitation for bids. The engineer's estimate for construction is \$1.6 million. A project of this size will require focused and experienced construction management, which is estimated to add \$200,000 to this cost.

STAFF REPORT

Agenda: May 12, 2009

Subject: Authorization to solicit bids for Nunes Water Treatment Plant Improvements

Page Two

Fiscal Impact:

The proposed FY2009-FY2018 CIP includes \$1.8 million in funding for this project.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 12, 2009

Report

Date: May 7, 2009

Subject: Appointment of Director to the Board of the Bay Area Water Supply & Conservation Agency (BAWSCA) and the Bay Area Regional Water System Financing Authority (RFA)

Recommendation:

Appoint a CCWD Board Member to serve a four-year term on the Board of Directors of the Bay Area Water Supply & Conservation Agency (BAWSCA) and the Bay Area Regional Water System Financing Authority (RFA). The Board Member term will serve through June 30, 2013.

Background:

President Mickelsen's four-year term on the BAWSCA and RFA Boards will end on June 30, 2009. BAWSCA is recommending that CCWD make an appointment to serve on the BAWSCA and RFA Boards before June 30, 2009, so that effective July 1, 2009, a quorum of both Boards can be ensured, and CCWD will be continuously represented.

The appointment process has the following requirements:

- The appointee must be a resident of, and a registered voter, in the District
- He or she may, but need not, be a member of the CCWD Board of Directors
- The appointment must be made at a public meeting of the CCWD Board and be properly agendized
- The appointment must be made by action of the full Board

- The appointment does not need to be memorialized in a Resolution; a motion duly passed and recorded in the Minutes of the meeting is sufficient
- When the appointment has been made, the appointed Director will take the oaths of office, and the executed forms will be sent to BAWSCA

The BAWSCA Board of Directors meets the third Thursday evening of every other month, at a location central to the three-county District. The RFA Board meets twice each year, in January and July.

Fiscal Impact:

None - BAWSCA pays for representative attendance.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 12, 2009

Report

Date: May 8, 2009

Subject: Discussion and direction to staff regarding possible sale of non-priority water connections

Recommendation:

Provide direction to staff regarding possible sale of non-priority water connections.

Background:

As a result of the expiration of a Wavecrest connection reserve agreement in 2008, the District now holds 72 non-priority connections which could be made available for purchase. Sale of these connections could be an important source of revenue for the District in financing its Capital Improvement Program. Based on discussion with the Finance Committee, staff has included \$450,000 in connection sales revenue in the proposed FY09-10 budget.

One possibility for sale of these connections would be to make some number of them available for purchase by owners of developed property who are now on wells. Should the Board wish to take this approach, staff proposes to evaluate the financial, legal, and other issues involved and present a detailed connection sales process for the Board's consideration at the June 9 meeting.

Fiscal Impact:

Potential revenue of \$450,000 from sale of non-priority connections in the 2009-2010 Fiscal Year.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 12, 2009

Report

Date: May 8, 2009

Subject: Fiscal Year 2009-2010 Revenue and Expense Budget and Capital Improvement Program - Draft

Recommendation:

Review the draft Fiscal Year 2009-2010 Revenue and Expense Budget, schedule a public hearing on the proposed rate increase for July 14, 2009, and authorize issuance of a notice of public hearing and proposed rate increase.

Background:

In accordance with the District's established procedure for development and approval of the annual budget, staff has prepared the attached draft Operations and Maintenance Budget for Fiscal Year 2009-2010 and draft ten-year Capital Improvement Program (CIP) for Fiscal Year 2009-2010 through 2018-2019.

The Board's Finance Committee and Facilities Committee have reviewed the draft budget and CIP in meetings on April 14 (Finance), May 6 (Facilities), and May 7 (Finance).

The draft budget calls for a rate increase of 14% in order to meet the District's revenue requirements for operation and maintenance and capital improvements.

In considering the budget, several key assumptions should be noted:

- Total water use is assumed to be approximately the same as in this fiscal year. At current rates, this consumption level results in a water sales revenue shortfall vs. the FY08-09 budget of about \$363,000.
- Based on discussion with the Finance Committee, the expected property tax revenue has been reduced by \$300,000 in consideration of the probability that the State will appropriate local district tax share in order to fund its budget shortfall.
- Based on discussion with the Finance Committee, revenue includes \$450,000 from sale of non-priority connections.
- The budget includes a contribution to CIP and reserves of \$750,000.

In order to comply with the requirements of Proposition 218, the recommended Board action would authorize issuance of a notice (draft attached) of a rate increase of up to 14% and schedule a public hearing for July 14, 2009. Following the public hearing, the Board can approve the budget and adopt a rate increase of up to 14%. If a majority of affected property owners submit written protests, the rate increase cannot be adopted.

DRAFT

NOTICE OF HEARING

NOTICE OF PUBLIC HEARING

PROPOSED 2009-2010 RATE INCREASES FOR WATER SERVICES

May 21, 2009



NOTICE IS HEREBY GIVEN that the Coastside County Water District (CCWD) Board of Directors will hold a public hearing to consider a proposed increase in the District's water rates. The amount of the rate increase attributable to your property/account is set forth in the table below.

This new proposed rate schedule represents an increase over the current charges for water service of up to 14%. This proposed rate, if adopted, will apply to meter readings after July 15, 2009.

The proposed rate increase is necessitated by a number of factors: 1) an increase of 15.7% in wholesale water rates from the San Francisco Public Utilities Commission, 2) financing costs for required upgrades to the District's water treatment plants and other elements of the Capital Improvement Program, and 3) lower water consumption resulting from continued conservation efforts by District customers. The Draft CCWD 2009-2010 fiscal year budget describes the anticipated revenues and expenses in further detail. Copies are available at the District office or online at www.coastsidewater.org.

ATTEND THE PUBLIC HEARING:
Tuesday, July 14, 2009
Meeting begins at 7:00 pm
COASTSIDE COUNTY WATER DISTRICT OFFICE
766 Main Street, Half Moon Bay, CA 94019

YOU CAN BE HEARD: Proposition 218 allows a customer to respond to proposed rate increases prior to the public hearing. If you wish to protest the proposed rate changes, CCWD must receive your **written protest** prior to the close of the public hearing on July 14, 2009.

You may deliver your protest at the public hearing, mail or deliver written protests in advance to:
Attention: General Manager, Coastside County Water District, 766 Main Street, Half Moon Bay, CA 94019.

For your protest to be counted, please include of the following: address(es) or Assessor Parcel Number(s) of the property(ies) you own, or the utility account number(s) for active utility accounts that are subject to the proposed rate adjustment(s). Protests are limited to one per parcel.

COASTSIDE COUNTY WATER DISTRICT FY 2009-2010 PROPOSED WATER RATE SCHEDULE

RESIDENTIAL & OTHER - BASE CHARGE

Meter Size	Currently Bi-Monthly Base Charge	Proposed Bi-Monthly Base Charge
5/8 inch	\$21.87	\$24.93
5/8 for 2 dwelling units	\$48.11	\$54.84
3/4 inch	\$32.88	\$37.48
3/4 for 2 dwelling units	\$65.80	\$75.01
1.0 inch	\$54.80	\$61.65
1.5 inch	\$105.83	\$120.64
2.0 inch	\$175.40	\$199.95
3.0 inch	\$383.70	\$437.41
4.0 inch	\$1,315.71	\$1,499.90

RESIDENTIAL - WATER RATE SCHEDULE

Use Tiers	Bi-Monthly Water Consumption Charge	Proposed Bi-Monthly Water Consumption Charge
1 – 8 Units	\$3.57	\$4.06
9 – 25 Units	\$3.94	\$4.49
26 – 40 Units	\$5.12	\$5.83
41 or more Units	\$6.33	\$7.18

OTHER - WATER RATE SCHEDULE

Current Rate: \$ 4.86

Proposed Rate: \$5.54 per hcf

DRAFT

OPERATIONS & MAINTENANCE BUDGET

FISCAL YEAR 2009- 2010

Operations & Maintenance Budget - FY 2009/2010

Account Number	Description	Proposed Budget FY 09/10	Approved FY 08/09	FY 09/10 Budget Vs. FY 08/09 Budget	FY 09/10 Budget Vs. FY 08/09 Budget	FY 09/10 Budget Vs. FY 08/09 Actual		YTD Actual FY 08/09 as of March 31, 2009	
			Budget	\$ Change	% Change	Actual FY 08/09	\$ Change		% Change
REVENUE									
4120	Water Sales	\$5,353,881	\$5,716,897	-\$363,016	-6.3%	\$5,279,176	\$74,706	1.4%	\$4,034,653
4170	Hydrant Sales	\$25,000	\$25,000	\$0	0.0%	\$37,890	-\$12,890	-51.6%	\$28,425
4180	Late Penalty	\$50,000	\$50,000	\$0	0.0%	\$50,368	-\$368	-0.7%	\$38,368
4230	Service Connections	\$458,000	\$8,000	\$450,000	5625.0%	\$8,696	\$449,304	98.1%	\$6,523
4920	Interest Earned	\$65,242	\$100,124	-\$34,882	-34.8%	\$86,124	-\$20,882	-32.0%	\$71,124
4930	Property Taxes	\$300,000	\$600,000	-\$300,000	-50.0%	\$595,078	-\$295,078	-98.4%	\$395,078
4950	Miscellaneous	\$37,000	\$76,000	-\$39,000	-51.3%	\$146,465	-\$109,465	-295.9%	\$125,465
4955	Cell Site Lease Income	\$82,200	\$0	\$82,200	0.0%	\$0	\$82,200	100.0%	\$0
4965	ERAF Refund	\$100,000	\$100,000	\$0	0.0%	\$236,700	-\$136,700	-136.7%	\$236,700
TOTAL REVENUE		\$6,471,324	\$6,676,021	-\$204,697	-3.2%	\$6,440,496	\$30,828	0.5%	\$4,936,335
EXPENSES									
5130	Water Purchased	\$1,610,934	\$1,460,119	\$150,815	10.3%	\$1,395,986	\$214,948	13.3%	\$991,564
5230	Electrical Exp. Nunes WTP	\$23,000	\$20,000	\$3,000	15.0%	\$18,902	\$4,098	17.8%	\$13,234
5231	Electrical Expenses, CSP	\$230,407	\$234,299	-\$3,892	-1.7%	\$284,675	-\$54,268	-23.6%	\$283,675
5232	Electrical Expenses/Trans. & Dist.	\$21,700	\$24,800	-\$3,100	-12.5%	\$20,864	\$836	3.9%	\$16,726
5233	Elec Exp/Pilarcitos Cyn.	\$9,200	\$10,000	-\$800	-8.0%	\$4,975	\$4,225	45.9%	\$3,975
5234	Electrical Exp., Denn	\$53,176	\$74,500	-\$21,324	-28.6%	\$28,450	\$24,726	46.5%	\$12,830
5235	Denn. WTP Oper.	\$30,000	\$89,560	-\$59,560	-66.5%	\$28,633	\$1,367	4.6%	\$39,454
5236	Denn WTP Maint	\$43,000	\$36,000	\$7,000	19.4%	\$39,096	\$3,904	9.1%	\$35,632
5240	Nunes WTP Oper	\$65,400	\$126,400	-\$61,000	-48.3%	\$79,440	-\$14,040	-21.5%	\$90,417
5241	Nunes WTP Maint	\$38,000	\$51,700	-\$13,700	-26.5%	\$38,085	-\$85	-0.2%	\$25,324
5242	CSP - Operation	\$8,500	\$8,500	\$0	0.0%	\$7,774	\$726	8.5%	\$5,763
5243	CSP - Maintenance	\$43,500	\$66,000	-\$22,500	-34.1%	\$27,346	\$16,154	37.1%	\$12,346
5250	Laboratory Expenses	\$75,000	\$0	\$75,000	0.0%	\$0	\$75,000	100.0%	\$0
5318	Studies/Surveys/Consulting	\$22,544	\$50,000	-\$27,456	-54.9%	\$48,999	-\$26,455	-117.3%	\$33,999
5321	Water Conservation	\$62,400	\$40,000	\$22,400	56.0%	\$38,219	\$24,181	38.8%	\$26,219
5322	Community Outreach	\$28,700	\$31,700	-\$3,000	-9.5%	\$21,884	\$6,816	23.7%	\$10,884
5411	Salaries - Field	\$898,064	\$823,397	\$74,667	9.1%	\$845,592	\$52,473	5.8%	\$624,592
5412	Maintenance Expenses	\$189,500	\$180,786	\$8,714	4.8%	\$190,000	-\$500	-0.3%	\$135,993
5414	Motor Vehicle Exp.	\$47,500	\$58,000	-\$10,500	-18.1%	\$52,555	-\$5,055	-10.6%	\$30,196
5415	Maintenance, Wells	\$17,400	\$25,400	-\$8,000	-31.5%	\$13,007	\$4,393	25.2%	\$9,507
5610	Salaries, Admin.	\$678,480	\$617,719	\$60,761	9.8%	\$603,880	\$74,600	11.0%	\$433,880
5620	Office Expenses	\$131,150	\$139,350	-\$8,200	-5.9%	\$117,803	\$13,347	10.2%	\$72,803
5621	Computer Services	\$62,650	\$53,900	\$8,750	16.2%	\$57,108	\$5,542	8.8%	\$39,108
5625	Meetings/Training/Seminars	\$25,000	\$32,500	-\$7,500	-23.1%	\$25,275	-\$275	-1.1%	\$16,275
5630	Insurance	\$500,830	\$493,349	\$7,481	1.5%	\$498,922	\$1,908	0.4%	\$374,285
5640	Employee Retirement	\$447,750	\$395,280	\$52,470	13.3%	\$403,652	\$44,099	9.8%	\$293,652
5645	SIP 401 K Plan	\$20,000	\$0	\$20,000	0.0%	\$0	\$20,000	0.0%	\$0
5681	Legal	\$52,000	\$57,000	-\$5,000	0.0%	\$10,000	\$42,000	80.8%	\$20,094
5682	Engineering	\$15,000	\$25,000	-\$10,000	-40.0%	\$14,870	\$130	0.9%	\$9,870
5683	Financial Services	\$35,000	\$47,375	-\$12,375	-26.1%	\$26,356	\$8,644	24.7%	\$18,356
5684	Payroll Taxes	\$114,093	\$105,541	\$8,552	8.1%	\$102,399	\$11,694	10.2%	\$74,399
5687	Memberships & Subscriptions	\$53,815	\$51,965	\$1,850	3.6%	\$47,321	\$6,494	12.1%	\$35,500
5688	Election Expense	\$15,000	\$0	\$15,000	0.0%	\$0	\$15,000	100.0%	\$0
5689	Union Expenses	\$15,000	\$15,000	\$0	0.0%	\$12,000	\$3,000	20.0%	\$9,000
5700	County Fees	\$10,800	\$9,200	\$1,600	17.4%	\$10,798	\$2	0.0%	\$8,798
5705	State Fees	\$10,500	\$33,000	-\$22,500	-68.2%	\$11,711	-\$1,211	-11.5%	\$10,711
Total Operating Expenses		\$5,704,994	\$5,487,340	\$217,654	3.8%	\$5,126,577	\$578,417	10.1%	\$3,819,061
CAPITAL ACCOUNTS									
5711	Existing Bonds - 1998A	\$270,845	\$266,220	\$4,625	1.7%	\$265,981	\$4,864	1.8%	\$265,981
5712	Existing Bonds - 2006B	\$486,401	\$482,460	\$3,941	0.8%	\$483,305	\$3,096	0.6%	\$483,305
5713	Cont. to CIP & Reserves	\$750,000	\$440,000	\$310,000	70.5%	\$434,000	\$316,000	42.1%	\$325,500
Total Capital Accounts		\$1,507,246	\$1,188,680	\$318,566	21.1%	\$1,183,286	\$323,960	21.5%	\$1,074,786
TOTAL EXPENSES		\$7,212,239	\$6,676,020	\$536,219	7.4%	\$6,309,863	\$902,376	12.5%	

Total Revenue Less Expenses -\$740,916
Rate Increase -14%

The Water Sales Account has been increased by ---% to balance the Budget for Fy 2009-2010.
 Approved by the Board of Directors - July 2009

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4120 Description: Water Sales	
Actual Amount As Of: 31-Mar 2009	4,034,653
PROJECTED ACTIVITY to END of FY:	1,244,523
Projected YEAR END TOTAL:	5,279,176
PROPOSED Line Item Amount:	5,353,881

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	5,716,897
-----------------------	------------------

% Change Actual Year End compared to Proposed Line item amount.	1.4%
% Change to Previous Year Budget	(6.3%)
Dollar difference between proposed budget & current budget	-363,016

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 72 new connections. Increased Consumer awareness in the third year of drought will keep consumption to levels seen in FY 08/09.

Spread:

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

Fiscal Year 2009/2010 Water Sales Projections

MONTH	a	b	c	d	e	f	g	h	i	j		Proposed
	Res. hcf 08/09	Res. hcf 09/10	Other hcf 08/09	Other hcf 09/10	TOTAL Units 08/09	TOTAL Units 09/10	Per Cent Diff 08 v. 09 dif	Residential \$ Projected 09/10	Other \$ Projected 4.86 hcf	Base Charge 08/09	Base Charge 09/10	FY 09/10 \$ Budget
	Actual	Budget	Actual	Budget	Actual	Budget				Actual	Budget	
Jul-08	40,193	40,193	97,495	97,495	137,688	137,688	0.0%	\$ 163,987	\$ 473,826	\$71,483	\$80,212	\$ 718,025
Aug-08	71,795	71,795	15,976	15,976	87,771	87,771	0.0%	\$ 292,924	\$ 77,643	\$86,270	\$96,804	\$ 467,371
Sep-08	39,820	39,820	81,076	81,076	120,896	120,896	0.0%	\$ 162,466	\$ 394,029	\$74,774	\$83,904	\$ 640,399
Oct-08	62,098	62,098	14,553	14,553	76,651	76,651	0.0%	\$ 253,360	\$ 70,728	\$86,546	\$97,114	\$ 421,201
Nov-08	30,939	30,939	30,412	30,412	61,351	61,351	0.0%	\$ 126,231	\$ 147,802	\$74,875	\$84,018	\$ 358,051
Dec-08	48,195	48,195	8,392	8,392	56,587	56,587	0.0%	\$ 196,636	\$ 40,785	\$86,744	\$97,336	\$ 334,757
Jan-09	30,878	30,878	37,491	37,491	68,369	68,369	0.0%	\$ 125,982	\$ 182,206	\$75,279	\$84,471	\$ 392,659
Feb-09	47,241	47,241	5,615	5,615	52,856	52,856	0.0%	\$ 192,743	\$ 27,289	\$86,906	\$97,518	\$ 317,551
Mar-09	25,240	25,240	37,111	37,111	62,351	62,351	0.0%	\$ 102,979	\$ 180,359	\$75,380	\$84,585	\$ 367,924
Apr-09	33,834	33,834	14,612	14,612	48,446	48,446	0.0%	\$ 138,043	\$ 71,014	\$73,441	\$82,409	\$ 291,466
May-09	28,397	28,397	88,644	88,644	117,041	117,041	0.0%	\$ 115,860	\$ 430,810	\$64,511	\$72,388	\$ 619,058
Jun-09	60,829	60,829	19,445	19,445	80,274	80,274	0.0%	\$ 248,182	\$ 94,503	\$73,731	\$82,734	\$ 425,419
TOTAL	519,459	519,459	450,822	450,822	970,281	970,281	0.0%	\$ 2,119,393	\$ 2,190,995	\$929,939	\$1,043,494	\$ 5,353,881

Average Residential Charge per Unit
\$4.08

Commercial Charge per Unit
\$4.86

\$ 5,353,881

FACTORS TO BE CONSIDERED

- 1 Superintendent projects a 40 MG purchase from Skylawn for next fiscal year
- 2 Anticipation of approximately 72 new connections next year.
- 3 April - June FY 08/09 - 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.

Res Units	FY 08/09	0.0% FY 09/10	Base	FY 08/09	0.0% FY 09/10
			Charge		
			5/8"	\$21.87	\$0.00
			5/8" / 2units		
1-8	\$3.57	\$0.00	3/4"	\$32.88	\$0.00
9-25	\$3.94	\$0.00	3/4" / 2 units		
26-40	\$5.12	\$0.00	1"	\$54.80	\$0.00
41+	\$6.33	\$0.00	1.5"	\$105.83	\$0.00
			2.0"	\$175.40	\$0.00
Comm	\$4.86	\$0.00	3"	\$383.70	\$0.00
			4"	\$1,315.71	\$0.00

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4170 Description: Hydrant Sales	
Actual Amount As Of: 31-Mar 2009	28,425
PROJECTED ACTIVITY to END of FY:	9,466
Projected YEAR END TOTAL:	37,890
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.	(34.0%)
% 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
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4180 Description: Late Penalty	
Actual Amount As Of: 31-Mar 2009	38,368
PROJECTED ACTIVITY to END of FY:	12,000
Projected YEAR END TOTAL:	50,368
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.	(0.7%)
% 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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4230 Description: Service Connections	
Actual Amount As Of: 31-Mar 2009	6,523
PROJECTED ACTIVITY to END of FY:	2,172
Projected YEAR END TOTAL:	8,696
PROPOSED Line Item Amount:	458,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	8,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	5167.0%
% Change to Previous Year Budget	5625.0%
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
Sale of 25 Connections	\$450,000
TOTAL	\$458,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4920 Description: Interest Earned	
Actual Amount As Of: 31-Mar 2009	71,124
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	86,124
PROPOSED Line Item Amount:	\$ 65,242

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	100,124
% Change Actual Year End compared to Proposed Line item amount.	(24.2%)
% Change to Previous Year Budget	(34.8%)
Dollar difference between proposed budget & current budget	-34,882

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 \$						
	2,630,302	20,613	2,609,689	x	2.50%	=	\$ 65,242	

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4930 Description: Property Taxes	
Actual Amount As Of: 31-Mar 2009	395,078
PROJECTED ACTIVITY to END of FY:	200,000
Projected YEAR END TOTAL:	595,078
PROPOSED Line Item Amount:	300,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	600,000
% Change Actual Year End compared to Proposed Line item amount.	(49.6%)
% Change to Previous Year Budget	(50.0%)
Dollar difference between proposed budget & current budget	-300,000

NARRATIVE:

Projected CCWD portion of unsecured/secured Property Tax	\$300,000
TOTAL	<u><u>\$300,000</u></u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4950 Description: Miscellaneous	
Actual Amount As Of: 31-Mar 2009	125,465
PROJECTED ACTIVITY to END of FY:	21,000
Projected YEAR END TOTAL:	146,465
PROPOSED Line Item Amount:	37,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	76,000
% Change Actual Year End compared to Proposed Line item amount.	(74.7%)
% Change to Previous Year Budget	(51.3%)
Dollar difference between proposed budget & current budget	-39,000

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 08/09	FY 09/10
Skylawn	25,000	25,000
Miscellaneous	12,000	12,000
	<u>37,000</u>	<u>37,000</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4955 Description: Cell Site Lease Income	
Actual Amount As Of: 31-Mar 2009	0
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	0
PROPOSED Line Item Amount:	82,200

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: 0

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

% Change to Previous Year Budget #DIV/0!

Dollar difference between proposed budget & current budget 82,200

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
Sprint Spectrum Lease	21,000
Sprint Spectrum Lease	18,000
Metro PCS	21,600
Metro PCS	21,600
	<u>82,200</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4965 Description: ERAF Refund	
Actual Amount As Of: 31-Mar 2009	236,700
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	236,700

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.	(57.8%)
% 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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5130 Description: Water Purchased	
Actual Amount As Of: 31-Mar 2009	991,564
PROJECTED ACTIVITY to END of FY:	404,422
Projected YEAR END TOTAL:	1,395,986
PROPOSED Line Item Amount:	1,610,934

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	1,460,119
% Change Actual Year End compared to Proposed Line item amount.	15.4%
% Change to Previous Year Budget	10.3%
Dollar difference between proposed budget & current budget	150,815

NARRATIVE:

See worksheet 5130 A

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

Water rates will increase approximately 15% from the SFWD this year. Cost per hcf \$1.66

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

PRODUCTION & PUMPING SCHEDULE, 2009/2010

	Denniston Surface		Denniston Wells		Pilarcitos Wells		SFWD Pilarcitos-Crystal Springs Pilarcitos CSP				SFWD Total		TOTAL PRODUCTION		SFWD COST	
	FY 08/09	FY 09/10	FY 08/09	FY 09/10	FY 08/09	FY 09/10	FY 08/09	FY 09/10	FY 08/09	FY 09/10	FY 08/09	FY 09/10	FY 08/09	FY 09/10	1.65 hcf	
	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	Actual	Plan	Plan	
Jul-08	13,035	15,000	4,679	4,000	0	0	0	0	100,695	96,000	100,695	96,000	118,409	115,000	\$158,400	
Aug-08	3,409	11,000	441	3,000	0	0	0	0	116,310	105,000	116,310	105,000	120,160	119,000	\$173,250	
Sep-08	0	9,000	0	3,000	0	0	0	0	102,807	99,000	102,807	99,000	102,807	111,000	\$163,350	
Oct-08	0	5,000	0	3,000	0	0	0	0	103,917	101,000	103,917	101,000	103,917	109,000	\$166,650	
Nov-08	0	4,000	0	1,000	0	0	0	0	69,291	60,000	69,291	60,000	69,291	65,000	\$99,000	
Dec-08	0	0	0	0	6,350	8,350	0	0	64,626	52,000	64,626	52,000	70,976	60,350	\$85,800	
Jan-09	0	0	0	0	2,086	8,000	0	49,000	69,799	15,000	69,799	64,000	71,885	72,000	\$105,600	
Feb-09	0	0	0	0	10,080	15,000	3,850	50,000	49,746	0	53,596	52,000	63,676	67,000	\$85,800	
Mar-09	0	12,000	441	1,350	11,160	15,000	54,037	43,000	0	0	54,037	43,000	65,638	71,350	\$70,950	
Apr-09	18,088	20,400	630	2,000	0	0	77,888	77,888	0	0	77,888	76,000	96,606	98,400	\$125,400	
May-09	18,717	22,600	4	4,883	0	0	95,508	89,000	0	0	95,508	83,000	114,229	110,483	\$136,950	
Jun-09	12,233	21,500	3,640	4,890	0	0	40,000	35,000	64,194	62,000	104,194	96,000	120,067	122,390	\$158,400	
TOTALS	65,482	120,500	9,835	27,123	29,676	46,350	271,283	343,888	741,385	590,000	1,012,668	927,000	1,117,661	1,120,973	\$1,529,550	
Base Charge																\$81,384
Grand Total																\$1,610,934

Note: Bold numbers in actual columns are estimates

Expect 72,608 hcf of estimated unmetered water (leaks, plant use, flow tests, etc...)for FY 09/10
7.4% unaccountable water

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5230 Description: Electrical Exp. Nunes WTP	
Actual Amount As Of: 31-Mar 2009	13,234
PROJECTED ACTIVITY to END of FY:	5,668
Projected YEAR END TOTAL:	18,902
PROPOSED Line Item Amount:	23,000

Approved Line Item Amount:

<u>PREVIOUS YEAR BUDGET:</u>	<u>20,000</u>
% Change Actual Year End compared to Proposed Line item amount.	21.7%
% Change to Previous Year Budget	15.0%
Dollar difference between proposed budget & current budget	3,000

NARRATIVE:

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

FY 09/10

PG&E \$23,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5231 Description: Electrical Expenses, CSP	
Actual Amount As Of: 31-Mar 2009	283,675
PROJECTED ACTIVITY to END of FY:	1,000
Projected YEAR END TOTAL:	284,675
PROPOSED Line Item Amount:	230,407

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	234,299
% Change Actual Year End compared to Proposed Line item amount.	(19.1%)
% Change to Previous Year Budget	(1.7%)
Dollar difference between proposed budget & current budget	-3,892

NARRATIVE:

Skylawn is estimated to purchase 40 million gallons.
Anticipated less usage at Crystal Springs as FY 08/09 since Denniston WTP will be on-line more in FY 09/10.

	hcf	rate to pump 1 unit of water			
Pumping charges - electrical	590,000	0.349	=	\$	205,910
Non-pumping electrical				\$	6,000
Skylawn Pumping Expenses	53,000	0.349	=	\$	18,497
TOTAL				\$	<u>230,407</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5232 Description: Electrical Expenses/Trans. & Dist.	
Actual Amount As Of: 31-Mar 2009	16,726
PROJECTED ACTIVITY to END of FY:	4,138
Projected YEAR END TOTAL:	20,864
PROPOSED Line Item Amount:	21,700

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	24,800
% Change Actual Year End compared to Proposed Line item amount.	4.0%
% Change to Previous Year Budget	(12.5%)
Dollar difference between proposed budget & current budget	-3,100

NARRATIVE:

Frenchman's Creek pump station removed.

	Est FY 09/10
Granada #1	\$5,500
Granada #2	\$5,500
Granada #3	\$3,400
Alves Pump Station	\$7,000
Miramontes Tank	\$300
TOTAL	\$21,700

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5233 Description: Elec Exp/Pilarcitos Cyn.	
Actual Amount As Of: 31-Mar 2009	3,975
PROJECTED ACTIVITY to END of FY:	1,000
Projected YEAR END TOTAL:	4,975
PROPOSED Line Item Amount:	9,200

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	10,000
% Change Actual Year End compared to Proposed Line item amount.	84.9%
% Change to Previous Year Budget	(8.0%)
Dollar difference between proposed budget & current budget	-800

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	\$ -	Well #4	\$ -	
Well #2	\$ 3,000	Well #4A	\$ 3,100	
Well #3A	\$ -	Well #5	\$ 3,100	
TOTAL	\$ 3,000		\$ 6,200	Total <u>\$ 9,200</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5234 Description: Electrical Exp., Denn	
Actual Amount As Of: 31-Mar 2009	12,830
PROJECTED ACTIVITY to END of FY:	15,620
Projected YEAR END TOTAL:	28,450
PROPOSED Line Item Amount:	53,176

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	74,500
% Change Actual Year End compared to Proposed Line item amount.	86.9%
% Change to Previous Year Budget	(28.6%)
Dollar difference between proposed budget & current budget	-21,324

NARRATIVE:

Projected year end low due to inoperation of plant for most of FY 08/09. Higher proposed from last year due to expected increased in energy costs. Runs approximately \$.36/unit. Expect to produce 147,000 units.

FY 09/10

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	 <u>\$53,176</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5235 Description: Denn. WTP Oper.	
Actual Amount As Of: 31-Mar 2009	8,633
PROJECTED ACTIVITY to END of FY:	20,000
Projected YEAR END TOTAL:	28,633
PROPOSED Line Item Amount:	30,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	59,560
% Change Actual Year End compared to Proposed Line item amount.	4.8%
% Change to Previous Year Budget	(49.6%)
Dollar difference between proposed budget & current budget	-29,560

NARRATIVE: Proposed vs. projected year end difference due to inoperation of plant for majority of FY 08/09. Chemical costs = \$200/MG Expect to treat 112 MG. Laboratory expenses moved to Account No. 5250

ADMIN	CHEMICALS
Telephone \$400	Caustic Soda \$15,000
Alarm System \$1,600	Alum \$2,000
Charts & Supplies \$3,000	Polymer \$4,000
	KMNo4 \$1,000
	Sodium Hypochlorite \$3,000
	Admin \$5,000
	Chemicals \$25,000
	TOTAL <u>\$30,000</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5236 Description: Denn WTP Maint	
Actual Amount As Of: 31-Mar 2009	35,632
PROJECTED ACTIVITY to END of FY:	3,464
Projected YEAR END TOTAL:	39,096

PROPOSED Line Item Amount:	43,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	36,000
% Change Actual Year End compared to Proposed Line item amount.	10.0%
% Change to Previous Year Budget	19.4%
Dollar difference between proposed budget & current budget	7,000

NARRATIVE:

Increased in year end over proposed for last year due to following activities:
Return Backwash system and safety improvements and electrical and instrumentation upgrades. Needed overhaul of 100 hp pump.

	FY 09/10
Electrical	\$5,000
Instrumentation	\$7,000
Telemetry	\$3,000
Pump Repair	\$15,000
Filter Inspection	\$5,000
Misc. Plumbing & Parts	\$4,000
Sludge Removal	\$4,000
TOTAL	\$43,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5240 Description: Nunes WTP Oper	
Actual Amount As Of: 31-Mar 2009	59,595
PROJECTED ACTIVITY to END of FY:	19,845
Projected YEAR END TOTAL:	79,440
PROPOSED Line Item Amount:	65,400

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	126,400
% Change Actual Year End compared to Proposed Line item amount.	(17.7%)
% Change to Previous Year Budget	(48.3%)
Dollar difference between proposed budget & current budget	-61,000

NARRATIVE:

Increased Hypochlorite Purchase for 6 months. Chemical costs = \$80/MG.
Expect to treat 733 MG. Laboratory expenses moved to Acct No. 5250.

Telephone	\$1,400	Chemicals	
Alarm System	\$1,000	Caustic	\$15,000
Diesel	\$1,000	Polymer	\$4,000
Charts & Supplies	<u>\$2,000</u>	Alum	\$24,000
Sub total	<u>\$5,400</u>	Hypo Chlor	<u>\$17,000</u>
			\$60,000
TOTAL	<u><u>\$65,400</u></u>		

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5241 Description: Nunes WTP Maint	
Actual Amount As Of: 31-Mar 2009	25,324
PROJECTED ACTIVITY to END of FY:	12,761
Projected YEAR END TOTAL:	38,085
PROPOSED Line Item Amount:	38,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	51,700
% Change Actual Year End compared to Proposed Line item amount.	(0.2%)
% Change to Previous Year Budget	(26.5%)
Dollar difference between proposed budget & current budget	-13,700

NARRATIVE:

Lower end costs attributed to reduced underground storage tank inspection fees and reduced chlorinator maintenance costs. Did not replace Sed Basin guides. Increase due to need to PM mixer and Flocculator gear boxes

FY 09/10

Generator Service Contract	\$1,000
Sludge Removal	\$5,000
Electrical	\$6,000
Instrumentation/Controls	\$7,000
Motor & Pump Replacement	\$6,000
Filter Inspection	\$4,000
Sedimentation Basin Guide Replacement and repairs	\$1,000
Annual Electrical PM	\$6,000
Misc.	\$2,000
	<hr/>
	\$38,000
	<hr/> <hr/>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5242 Description: CSP - Operation	
Actual Amount As Of: 31-Mar 2009	5,763
PROJECTED ACTIVITY to END of FY:	2,011
Projected YEAR END TOTAL:	7,774
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.	9.3%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:	FY 09/10
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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5243 Description: CSP - Maintenance	
Actual Amount As Of: 31-Mar 2009	12,346
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	27,346
PROPOSED Line Item Amount:	43,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	66,000
% Change Actual Year End compared to Proposed Line item amount.	59.1%
% Change to Previous Year Budget	(34.1%)
Dollar difference between proposed budget & current budget	-22,500

NARRATIVE:

We will not be cleaning the tunnel this year which reduces the amount estimated for FY 08/09 by \$25,000. Tunnel Cleaning will be schedule in FY 10/11

FY 09/10

Electrical Testing (ETI)	\$10,000
Electrical Repair	\$7,000
Equipment /Valve Maintenance	\$5,000
Pressure Reducing Valves	\$1,000
Misc. Equip/Air Vent	\$1,500
Telemetry & Alarms	\$4,000
Pump Maintenance	\$15,000
	<u>\$43,500</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5250 Description: Laboratory Expenses	
Actual Amount As Of: 31-Mar 2009	61,643
PROJECTED ACTIVITY to END of FY:	13,945
Projected YEAR END TOTAL:	75,588
PROPOSED Line Item Amount:	75,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	0
% Change Actual Year End compared to Proposed Line item amount.	(0.8%)
% Change to Previous Year Budget	#DIV/0!
Dollar difference between proposed budget & current budget	75,000

NARRATIVE:

Laboratory Costs associated with water sampling throughout distribution system and Treatment Plants

	FY 08/09	FY 09/10
Nunes WTP	\$35,000	\$40,000
Denniston WTP	\$30,000	\$35,000
	<u>\$65,000</u>	<u>\$75,000</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5318 Description: <i>Studies/Surveys/Consulting</i>	
Actual Amount As Of: 31-Mar 2009	33,999
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	48,999
PROPOSED Line Item Amount:	\$22,544

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	50,000
% Change Actual Year End compared to Proposed Line item amount	(54.0%)
% Change to Previous Year Budget	(54.9%)
Dollar difference between proposed budget & current budget	-27,456

Narrative: Lease consultant agreement offset by Cell Site Lease Agreements in account 4950

Communication Lease Consultant (Til FY 10/11) - New	\$17,544.00
Misc. Studies/Surveys	\$5,000.00
	<u>\$22,544.00</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5321 Description: Water Conservation	
Actual Amount As Of: 31-Mar 2009	26,219
PROJECTED ACTIVITY to END of FY:	12,000
Projected YEAR END TOTAL:	38,219
PROPOSED Line Item Amount:	62,400

Approved Line Item Amount:

<u>PREVIOUS YEAR BUDGET:</u>	<u>40,000</u>
% Change Actual Year End compared to Proposed Line item amount.	63.3%
% Change to Previous Year Budget	56.0%
Dollar difference between proposed budget & current budget	22,400

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
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**Budget Worksheet
Fiscal Year
2009-2010**

Worksheet 5321 A – Water Conservation/Water Resources

Description	Proposed FY 09/10
Washing Machine Rebate Program	
Residential (BMP 6)	\$10,000
CII (BMP 9)	\$1,000
Toilet and Urinal Rebate Program	
Residential (BMP 14)	\$1,000
CII (BMP 9)	\$1,000
Low Flow Device Distribution	
Residential (BMP 2)	\$2,000
New Construction Ordinance (BMP 2)	\$500
Pre-Rinse Spray Valve	
CII (BMP 9)	\$500
School Education	
Water Wise - BAWSCA (BMP8)	\$5,000
Residential Water Surveys	
(BMP 1)	\$5,000
Metering with Commodity Rates	
Meter for 766 Main Street (BMP 4)	\$2,500
Large Landscape	
Whitcomb – BAWSCA (BMP 5)	\$9,000
California State Model Landscape Ordinance	\$500
Public Information - Outreach	
Materials (BMP 7)	\$2,000
Newspaper/Magazine Ads (BMP 7)	\$3,000
Bill Stuffers (BMP 7)	\$2,000
Direct Mailers (BMP 7)	\$5,000
Fees and Memberships	
Event Fees	\$500
California Urban Water Conservation Council (CUWCC)	\$3,000
California Water Awareness Campaign	\$900
Other	
UWMP 2010	\$5,000
Pilarcitos IRWMP Commitments	\$3,000
TOTALS	\$62,400

Legend:

BAWSCA - Bay Area Water Supply and Conservation Agency

BMP - Best Management Practices

IRWMP - Integrated Regional Watershed Management Plan

UWMP - Urban Water Management Plan

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5322 Description: Community Outreach	
Actual Amount As Of: 31-Mar 2009	10,884
PROJECTED ACTIVITY to END of FY:	11,000
Projected YEAR END TOTAL:	21,884
PROPOSED Line Item Amount:	28,700

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	31,700
% Change Actual Year End compared to Proposed Line item amount.	31.1%
% Change to Previous Year Budget	(9.5%)
Dollar difference between proposed budget & current budget	-3,000

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	\$8,500
Postage for Public Outreach	\$6,000
Printing Annual Reports (Consumer Confidence Report/ Water Supply Evaluation, etc..)	\$5,000

Spread: TOTAL **28,700**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5411 Description: Salaries - Field	
Actual Amount As Of: 31-Mar 2009	624,592
PROJECTED ACTIVITY to END of FY:	221,000
Projected YEAR END TOTAL:	845,592
PROPOSED Line Item Amount:	898,064

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	823,397
% Change Actual Year End compared to Proposed Line item amount.	6.2%
% Change to Previous Year Budget	9.1%
Dollar difference between proposed budget & current budget	74,667

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

COASTSIDE COUNTY WATER DISTRICT
5/8/2009
FY 2009/2010 BUDGET WORKSHEET (5411 A)

SALARIES - Accounts 5411 & 5610

EMPLOYEE	Step	Current Hrly Rate	COLA 3.0%	Annual Pay	O T Hours	O T Pay	Cert. Pay	TOTAL
FIELD #5411								
Superintendent		54.54	56.17	116,841			10,800	127,641
Distribution Supervisor		43.66	44.97	93,537	120	6,206	7,200	106,943
WTP Supervisor		47.03	48.44	100,746	120	6,684	7,200	114,630
Sr. WTP Oper.		41.56	42.81	89,044	120	5,908	7,200	102,151
Treat/Dist Op		28.00	28.84	59,987	80	2,653	4,800	67,440
Treat/Dist Op		27.31	28.13	58,514	80	2,588	4,800	65,902
Treat/Dist Op		27.31	28.13	58,514	80	2,588	4,800	65,902
Treat/Dist Op		28.00	28.84	59,987	80	2,653	7,200	69,840
Maint Worker		25.40	26.16	54,417	40	1,203	2,400	58,020
Maint Worker		23.01	23.70	49,302	40	1,090	1,200	51,592
Part-Time Help		15.00		15,000				15,000
Part-Time Help		15.00		15,000				15,000
Estimated Annual Merit Increase				18,000				18,000
Standby Pay for On-Call Employees				20,000				20,000
Sub total, Field				808,890		31,574	57,600	898,064

ADMIN #5610								
Gen Manager		85.44	88.00	183,036				183,036
Water Conser.		34.03	35.05	72,895	60	2,418		75,313
Prj Coord. PT		60.00		27,000				27,000
Office Mgr		37.64	38.77	80,635	60	2,675		83,309
Admin Assist.		34.10	35.12	73,056	60	2,423	7,546	83,025
Office Specst		26.03	26.81	55,756	20	617		56,372
Office Specst		23.59	24.30	50,534	40	1,118		51,651
Office Specst		26.03	26.81	55,756	20	617	2,400	58,772
Directors				30,000				30,000
Part-Time Help		15.00		15,000				15,000
Estimated Annual Merit Increase				15,000				15,000
Sub total, Admin				658,667		9,867	9,946	\$678,480

TOTAL 1,467,557 \$1,576,545

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>			<u>Amount</u>
Acct. No.	5412	Description:	Maintenance Expenses
Actual Amount As Of:	31-Mar 2009		135,993
PROJECTED ACTIVITY to END of FY:			54,007
Projected YEAR END TOTAL:			190,000

PROPOSED Line Item Amount:	189,500
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	180,786
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% Change Actual Year End compared to Proposed Line item amount.	(0.3%)
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% Change to Previous Year Budget	4.8%
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Dollar difference between proposed budget & current budget	8,714
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NARRATIVE:

Increase due to main repairs (South of Town Pipeline) and other difficult jobs

Laundry	\$2,000	Paving	\$18,000
Service Products	\$7,000	Inventory	\$13,000
Pump Repair	\$6,000	Materials	\$6,000
Uniforms/Jackets/Shoes	\$8,000	Equip. Rental	\$2,000
USA	\$500	Radio Repair	\$1,000
Backfill	\$3,000	Landscape Maint	\$2,000
Hydrant repair	\$20,000		
Tank Inspection	\$5,000	Cathodic Protection	\$8,000
Generator services	\$7,000	Misc. tools, etc.	\$5,000
Safety Supplies	\$4,000	(Welder,Drill,Airtools, Sump Pump, Lrg tools)	
Main Repairs	\$35,000	Waste Services	\$3,000
		Fence Repairs	\$2,000
Sub totals	\$97,500	Raising Valve (City/County)	\$32,000
TOTAL	\$ 189,500		\$92,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5414 Description: Motor Vehicle Exp.	
Actual Amount As Of: 31-Mar 2009	30,196
PROJECTED ACTIVITY to END of FY:	22,359
Projected YEAR END TOTAL:	52,555
PROPOSED Line Item Amount:	47,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	58,000
% Change Actual Year End compared to Proposed Line item amount.	(9.6%)
% Change to Previous Year Budget	(18.1%)
Dollar difference between proposed budget & current budget	-10,500

NARRATIVE: Decrease due to newer vehicles in the fleet.

	<u>FY 09/10</u>
Gasoline	<u>\$32,000.00</u>
Mobile Phones	\$7,500.00
Service & Repairs	\$8,000.00
	<u><u>\$47,500.00</u></u>
Total	

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5415 Description: Maintenance, Wells	
Actual Amount As Of: 31-Mar 2009	9,507
PROJECTED ACTIVITY to END of FY:	3,500
Projected YEAR END TOTAL:	13,007
PROPOSED Line Item Amount:	17,400

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	25,400
% Change Actual Year End compared to Proposed Line item amount.	33.8%
% Change to Previous Year Budget	(31.5%)
Dollar difference between proposed budget & current budget	-8,000

NARRATIVE:

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

	<u>FY 08/09</u>	<u>FY 09/10</u>
Electrical PM	\$1,200	\$1,200
Pumps	\$20,000	\$10,000
Electrical	\$4,000	\$6,000
Plumbing	\$200	\$200
	<u>\$25,400</u>	<u>\$17,400</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5610 Description: Salaries, Admin.	
Actual Amount As Of: 31-Mar 2008	433,880
PROJECTED ACTIVITY to END of FY:	170,000
Projected YEAR END TOTAL:	603,880
PROPOSED Line Item Amount:	678,480

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	617,719
% Change Actual Year End compared to Proposed Line item amount.	12.4%
% Change to Previous Year Budget	9.8%
Dollar difference between proposed budget & current budget	60,761

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

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5620 Description: Office Expenses	
Actual Amount As Of: 31-Mar 2008	72,803
PROJECTED ACTIVITY to END of FY:	45,000
Projected YEAR END TOTAL:	117,803
PROPOSED Line Item Amount:	131,150

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	139,350
% Change Actual Year End compared to Proposed Line item amount.	11.3%
% Change to Previous Year Budget	(5.9%)
Dollar difference between proposed budget & current budget	-8,200

NARRATIVE:

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

Increase in postage rates, addition of Online Payments (NetBill) and allowance for bad debt.
Deleted Newsletter costs and reduced office maintenance costs

Spread:

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

Account 5620 - Detail of Account

Account Name	Description	Amount
Postage	Mail Machine	\$ 3,000
	Bulk Mailing	\$ 5,000
	Pre-Stamped Envelopes	\$ 6,000
Phone Services	Monthly Service & Repairs	\$ 4,000
	PG&E Monthly Service	\$ 6,000
Office Cleaning	Janitorial Service/Carpet Cleaning	\$ 7,500
Dining	December Holiday Dinner	\$ 3,500
File Storage	Iron Mountain - Offsite Storage	\$ 4,500
Leases	Mail & Copier Machines	\$ 13,000
	Office Alarms and Security Camera	\$ 6,000
Printing	Checks, Forms, Statements	\$ 3,000
Data Prose	Fulfillment Center for Billing Stmtnts	\$ 18,000
	NetBill (Online Payments)	\$ 4,800
Emergency	Supplies	\$ 500
Miscellaneous	Office Supplies	\$ 7,500
	Credit Card / Bank Fees	\$ 7,000
	DMV/Pre-Employment Physicals	\$ 750
	Employee Recognition Program	\$ 1,750
	Petty Cash	\$ 2,500
	Awards/Framing	\$ 750
	ORCC LockBox Services	\$ 600
	Allowance for Bad Debt	\$ 6,000
Maintenance	Office Equipment & Repairs	\$ 5,000
	Office Maintenance/Repairs	\$ 8,000
Payroll	Payroll Processing with ADP	\$ 6,500
TOTAL		\$ 131,150

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5621 Description: Computer Services	
Actual Amount As Of: 31-Mar 2008	39,108
PROJECTED ACTIVITY to END of FY:	18,000
Projected YEAR END TOTAL:	57,108
PROPOSED Line Item Amount:	62,650

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	53,900
% Change Actual Year End compared to Proposed Line item amount.	9.7%
% Change to previous year budget:	16.2%
Dollar difference between proposed budget & current budget	8,750

NARRATIVE: Increase due

Maintenance Agreements		Computer Services	
Springbrook	\$10,000	Training	\$ 2,000
Radix	\$3,000	New/Upgrades to software/Cust Rpts	\$ 4,000
ICS	\$15,000	Services/Repairs	\$ 15,000
Hansen	\$2,500	Coastside Net	\$ 1,000
AMR	\$3,000	Rogue Web Works (Website Maint.)	\$ 5,000
XC2 Software	\$800	Sonic.net	\$ 450
<i>(Backflow Prevention)</i>		Spam Filtering	\$ 900
 <i>Subtotal</i>	 \$34,300	 Subtotal	 \$ 28,350
		Grand Total	<u><u>\$ 62,650</u></u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5625 Description: Meetings/Training/Seminars	
Actual Amount As Of: 31-Mar 2008	16,275
PROJECTED ACTIVITY to END of FY:	9,000
Projected YEAR END TOTAL:	25,275
PROPOSED Line Item Amount:	25,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	32,500
% Change Actual Year End compared to Proposed Line item amount.	(1.1%)
% Change to Previous Year Budget	(23.1%)
Dollar difference between proposed budget & current budget	-7,500

NARRATIVE:

	<u>Amount</u>
Conferences (District Employees)	\$ 6,000
Conferences/Seminars (Board of Directors)	\$ 6,000
Staff Training/Seminars/Continuing Education	\$ 5,000
Safety Training (CINTAS)	\$ 7,000
*WTO/WDO Renewal/Application Fees	\$ 1,000
TOTAL	<u>\$ 25,000</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5630 Description: Insurance	
Actual Amount As Of: 31-Mar 2008	374,285
PROJECTED ACTIVITY to END of FY:	124,637
Projected YEAR END TOTAL:	498,922
PROPOSED Line Item Amount:	500,830

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **493,349**

% Change Actual Year End compared to Proposed Line item amount.	0.4%
% Change to Previous Year Budget	1.5%
Dollar difference between proposed budget & current budget	7,481

NARRATIVE:

	FY 08/09	FY 09/10
Dental	\$21,904	\$21,253
LTD	\$15,313	\$16,158
Health	\$324,950	\$326,690
Liability	\$50,000	\$55,000
Life	\$4,814	\$5,361
Property	\$20,000	\$20,000
Vision	\$5,636	\$5,636
EAP Program	\$732	\$732
Workers Compensation	\$50,000	\$50,000
TOTAL	\$493,349	\$500,830

Estimated Rate Increases for: Dental Dental (10%), Health (Blue Cross - 13%), EAP (0%), VSP (5%), Life (3%), Health (Kaiser - 13%), LTD (3%)

Spread:

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

Current FY 2008/2009

	KAISER	Blue Cross	Dental	Vision	Life/AD&D	LTD Metlife	ACWA EAP	ACWA W/C	ACWA Property	ACWA Liability
July	\$9,216	\$14,279	\$1,695	\$450	\$382	\$1,192	\$61	\$10,381		
August	\$6,548	\$14,104	\$1,673	\$470	\$390	\$1,192	\$61			\$50,014
September	\$8,528	\$14,104	\$1,553	\$470	\$391	\$1,192	\$61			
October	\$8,528	\$14,104	\$1,643	\$470	\$415	\$1,192	\$61	\$9,830		
November	\$8,528	\$14,104	\$1,643	\$470	\$415	\$1,391	\$61			
December	\$8,609	\$15,483	\$1,643	\$470	\$416	\$1,241	\$61			
January	\$8,609	\$15,483	\$1,643	\$470	\$548	\$1,637	\$61	\$12,154		
February	\$8,609	\$15,483	\$1,643	\$470	\$434	\$1,307	\$61		\$16,981	
March	\$8,609	\$15,483	\$1,610	\$470	\$434	\$1,307	\$61			
April	\$8,609	\$15,483	\$1,610	\$470	\$434	\$1,307	\$61	\$15,000		
May	\$8,609	\$15,483	\$1,610	\$470	\$434	\$1,307	\$61			
June	\$8,609	\$15,483	\$1,610	\$470	\$434	\$1,307	\$61			
EE/Retirees Credit	-\$1,700	-\$21,000	-\$4,000	-\$235	-\$150	-\$160				
Sub Total	\$99,911	\$158,076	\$15,577	\$5,382	\$4,977	\$15,411	\$732	\$47,365	\$16,981	\$50,014
FY 08/09 Total	\$103,308	\$185,798	\$19,321	\$5,636	\$5,205	\$15,687	\$732	\$47,365		
June Rate x 12 months										
Approx. Rate Increase	13% \$116,738	13% \$209,952	10% \$21,253	0% \$5,636	3% \$5,361	3% \$16,158	0% \$732	\$50,000	\$20,000	\$55,000
Total Medical	\$326,690									
Total	\$500,830									

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5640 Description: Employee Retirement	
Actual Amount As Of: 31-Mar 2008	293,652
PROJECTED ACTIVITY to END of FY:	110,000
Projected YEAR END TOTAL:	403,652
PROPOSED Line Item Amount:	447,750

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	395,280
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	10.9%
% Change to Previous Year Budget	13.3%
Dollar difference between proposed budget & current budget	52,470

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5645 Description: SIP 401 K Plan	
Actual Amount As Of: 31-Mar 2008	0
PROJECTED ACTIVITY to END of FY:	10,000
Projected YEAR END TOTAL:	10,000
PROPOSED Line Item Amount:	20,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	0
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	100.0%
% Change to Previous Year Budget	#DIV/0!
Dollar difference between proposed budget & current budget	20,000

NARRATIVE:

Supplemental Income Trust Fund / AIP 401 K Plan \$20,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT
DRAFT
Budget Worksheet

Fiscal Year
2009/2010

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5681 Description:	Legal
Actual Amount As Of: 31-Mar 2008	20,094
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	35,094

PROPOSED Line Item Amount:	52,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	57,000
% Change Actual Year End compared to Proposed Line item amount.	48.2%
% Change to Previous Year Budget	(8.8%)
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	\$50,000
Sherman/Feller	\$2,000
Total	\$52,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5682 Description: Engineering	
Actual Amount As Of: 31-Mar 2008	9,870
PROJECTED ACTIVITY to END of FY:	5,000
Projected YEAR END TOTAL:	14,870
PROPOSED Line Item Amount:	15,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	25,000
% Change Actual Year End compared to Proposed Line item amount.	0.9%
% Change to Previous Year Budget	(40.0%)
Dollar difference between proposed budget & current budget	-10,000

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 3.0% increase in the hourly rate effective 7/1/09

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5683 Description: Financial Services	
Actual Amount As Of: 31-Mar 2008	18,356
PROJECTED ACTIVITY to END of FY:	8,000
Projected YEAR END TOTAL:	26,356
PROPOSED Line Item Amount:	35,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	47,375
% Change Actual Year End compared to Proposed Line item amount.	32.8%
% Change to Previous Year Budget	(26.1%)
Dollar difference between proposed budget & current budget	-12,375

NARRATIVE:

Audit services are provided by Maze & Associates for the annual audit. Increase in accounting consulting services, provided by John Parsons, CPA. Also addition of water rate modeling analysis for continued years.

	FY 09/10
Financial Audit Service	\$20,000
Accounting Services	\$15,000
Total	<u><u>\$35,000</u></u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5684 Description: Payroll Taxes	
Actual Amount As Of: 31-Mar 2008	74,399
PROJECTED ACTIVITY to END of FY:	28,000
Projected YEAR END TOTAL:	102,399
PROPOSED Line Item Amount:	114,093

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	105,541
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	11.4%
% Change to Previous Year Budget	8.1%
Dollar difference between proposed budget & current budget	8,552

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
2009/2010**

Line Item

Amount

Acct. No. **5684**

Description:

Payroll Taxes

CALCULATION FOR PAYROLL TAXES

		SOCIAL SECURITY 6.20%	MEDICARE 1.45%	TOTAL
TOTAL PAYROLL	\$ 1,576,545			
AMOUNT SUBJECT TO SOCIAL SECURITY	\$ 1,471,494	\$ 91,233		\$ 91,233
AMOUNT SUBJECT TO MEDICARE	\$ 1,576,545		\$ 22,860	\$ 22,860
TOTAL				\$ 114,093

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5687	Description: Memberships & Subscriptions
Actual Amount As Of: 31-Mar 2008	35,500
PROJECTED ACTIVITY to END of FY:	11,821
Projected YEAR END TOTAL:	47,321
PROPOSED Line Item Amount:	53,815

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	51,965
% Change Actual Year End compared to Proposed Line item amount.	13.7%
% Change to Previous Year Budget	3.6%
Dollar difference between proposed budget & current budget	1,850

NARRATIVE: See attached worksheet for detail of costs

Spread:

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

Worksheet 5687A			
Budget Detail Worksheet			
<u>Line Item: Memberships & Subscriptions</u>		Description	
Acct. No. 5687		Amount	
ACWA	\$10,000	Membership dues	
AWWA	\$2,000	Membership dues and technical publications	
West Group (Formally Barclays)	\$400	Updates on California Code of Regulations regarding construction laws	
BAWSCA	\$23,000	Annual assessment & dues	
Chamber of Commerce	\$800	Membership dues & Farm Day Luncheon Tickets	
CSDA	\$4,000	Membership dues	
HMB Review, sub & ads	\$5,000	Legal notices, newspaper ads, election info, etc.	
Wellness Program	\$2,000	Wellness Program group membership in health club	
Water Education Foundation	\$1,000	Membership dues and technical publications	
Springbrook Users Group	\$65	Annual Users Group for Springbrook Software	
California Emergency Utilities	\$500	Annual Membership	
IAMPO	\$50	Subscription for Backflow Prevention Magazine	
Miscellaneous	\$5,000		
TOTAL	\$53,815		

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5688 Description: Election Expense	
Actual Amount As Of: 31-Mar 2008	
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	0
PROPOSED Line Item Amount:	15,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: 0

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

% Change to Previous Year Budget #DIV/0!

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
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5689 Description: Union Expenses	
Actual Amount As Of: 31-Mar 2008	9,000
PROJECTED ACTIVITY to END of FY:	3,000
Projected YEAR END TOTAL:	12,000
PROPOSED Line Item Amount:	15,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **15,000**

% Change Actual Year End compared to Proposed Line item amount. **25.0%**

% Change to Previous Year Budget **0.0%**

Dollar difference between proposed budget & current budget 0

NARRATIVE:

Serivces contracted with IEDA (Labor Negotiator)	\$ 15,000
TOTAL	<u>\$ 15,000</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5700 Description: County Fees	
Actual Amount As Of: 31-Mar 2008	8,798
PROJECTED ACTIVITY to END of FY:	2,000
Projected YEAR END TOTAL:	10,798
PROPOSED Line Item Amount:	10,800

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	9,200
% Change Actual Year End compared to Proposed Line item amount.	0.0%
% Change to Previous Year Budget	17.4%
Dollar difference between proposed budget & current budget	1,600

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
	<u>\$10,800.00</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5705 Description: State Fees	
Actual Amount As Of: 31-Mar 2008	10,711
PROJECTED ACTIVITY to END of FY:	1,000
Projected YEAR END TOTAL:	11,711
PROPOSED Line Item Amount:	10,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	33,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	(10.3%)
% Change to Previous Year Budget	(68.2%)
Dollar difference between proposed budget & current budget	-22,500

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
	<hr/>
	\$10,500

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5711 Description: Existing Bonds - 1998A	
Actual Amount As Of: 31-Mar 2008	265,981
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	265,981
PROPOSED Line Item Amount:	270,845

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **266,220**

% Change Actual Year End compared to Proposed Line item amount.	1.8%
% Change to Previous Year Budget	1.7%
Dollar difference between proposed budget & current budget	4,625

NARRATIVE:

ABAG Pooled Financing Program Series 1998A

September 2009 Payment	\$245,610
March 2010 Payment	\$25,235
Spread:	<u>\$270,845</u>

Jul Aug Sep Oct Nov Dec

Jan Feb Mar Apr May Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

Line Item **Amount**

Acct. No. **5712** Description: **Existing Bonds - 2006B**

Actual Amount As Of: 31-Mar 2008 **483,305**

PROJECTED ACTIVITY to END of FY: **0**

Projected YEAR END TOTAL: **483,305**

PROPOSED Line Item Amount:	486,401
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	482,460
% Change Actual Year End compared to Proposed Line item amount.	0.6%
% Change to Previous Year Budget	0.8%
Dollar difference between proposed budget & current budget	3,941

NARRATIVE:

CSCDA Pooled Financing Program Series 2006B

September 2008 Payment	\$332,286
March 2009 Payment	\$154,114
	\$486,401

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2009/2010**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5713 Description: Cont. to CIP & Reserves	
Actual Amount As Of: 28-Feb 2008	325,500
PROJECTED ACTIVITY to END of FY:	108,500
Projected YEAR END TOTAL:	434,000
PROPOSED Line Item Amount:	750,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	434,000
% Change Actual Year End compared to Proposed Line item amount.	72.8%
% Change to Previous Year Budget	72.8%
Dollar difference between proposed budget & current budget	316,000

NARRATIVE:

Contribution to CIP & Reserves	\$ 750,000
	<u> </u>
	\$ 750,000

Spread:

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

DRAFT

CAPITAL IMPROVEMENT PROGRAM

**FISCAL YEARS
2009-2010 THRU 2018-2019**

COASTSIDE COUNTY WATER DISTRICT
 PLANNED CAPITAL PROJECTS
 FISCAL YEARS 09/10 THRU 18/19

DRAFT

Origin		Priority	FY 08/09	FY 09/10	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	09/10-18/19
FY	Number													Totals
PIPELINE PROJECTS - * Pending Further Pressure Testing														
06	01	Avenue Cabrillo Phase I (Permitting/Design)	2				52,000	100,000						\$152,000
06	01	Avenue Cabrillo Phase II (Construction)	2						1,048,000					\$1,048,000
06	02	Highway #1 South Phase I / II	3					80,000	100,000		1,200,000			\$1,380,000
07	03	Pilarcitos Canyon Pipeline Replacement	1				100,000	1,000,000						\$1,100,000
07	04	Bell-Moon Pipeline Replacement Project	3							60,000	250,000			\$310,000
		* Main Street Pipeline Replacement Project - Phase 3	3								\$90,000.00	\$249,000.00		\$339,000
		* Bridgeport Drive Pipeline Replacement Project	3								\$110,000.00	\$840,000.00		\$950,000
		Main Street/Hwy 92 Widening Project		50,000	20,000									\$20,000
WATER TREATMENT PLANTS														
99	05	Denniston Intake Maintenance	1	27,000	80,000	29,000	30,000	31,000	32,000	33,000	34,000	35,000	36,000	\$340,000
08	01	Denniston WTP- Filter Flow Meters	2	6,000										\$0
		Denniston WTP - Intake study/predesign	1	15,000										\$0
		Denniston WTP - Intake construction	1		100,000									\$100,000
08	02	Nunes WTP- Replace Cl2/pH Analyzer		15,000										\$0
09	03	Nunes - Backwash Variable Rates Project - study	3				15,000							\$15,000
		Nunes - Backwash Variable Rates Project - design/build	3					50,000						\$50,000
09	04	Nunes Backwash and WWR Tank Lights	2	10,000										\$0
07	01	Nunes Filter Media Replacement			50,000									\$50,000
09	05	Nunes Office Heater	2	10,000										\$0
08	03	Nunes UST removal and replaced with AGST		15,000										\$0
08	04	Nunes WTP - Head Loss System Replacement		15,000										\$0
08	05	Nunes WTP - Plant Painting	3			12,500	12,500		12,500					\$50,000
08	06	Nunes WTP- Filter to Waste System	3					5,000	75,000					\$80,000
08	07	Nunes WTP -Filter Valve Replacement	2							30,000	30,000	30,000	30,000	\$120,000
FACILITIES & MAINTENANCE														
9	6	District Space Planning	2		25,000									\$25,000
09	07	AMR Program + Fixed Network	1	50,000	400,000	400,000	400,000		100,000					\$1,300,000
08	08	PRV Valves Replacement Project**	2	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	\$180,000
99	01	Meter Change Program**	1	17,000	18,000	19,000	20,000	21,000	22,000	23,000	24,000	25,000	26,000	\$198,000
09	08	Main Office - Replace Skylights (repair leaks)		25,000										\$0
09	09	Fire Hydrant Replacement**	2	40,000	40,000	40,000								\$80,000
09	10	Standardize Chlorine Analyzers at 6 facilities	2			15,000	15,000							\$30,000
09	11	Pilarcitos Culvert Repair	1	50,000	200,000									\$200,000
09	23	District Digital Mapping	3			75,000								\$75,000
EQUIPMENT PURCHASE & REPLACEMENT														
99	02	Vehicle Replacement	1	27,000	28,000	29,000	30,000				30,000	30,000	30,000	\$177,000
99	03	Computer System	1	25,000	5,000	5,000	5,000	6,000	5,000	5,000	5,000	5,000	5,000	\$46,000
99	04	Office Equipment/Furniture	1	20,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	\$27,000
06	03	SCADA/Telemetry/electrical controls	1	50,000	250,000	500,000	350,000							\$1,100,000
08	09	Dump Truck	1			100,000								\$100,000
08	10	Backhoe	1				80,000							\$80,000
08	12	New Service Truck Box (old dumptruck conversion)	3			50,000								\$50,000
PUMP STATIONS / TANKS / WELLS														
06	04	Hazen's Tank Replacement	2					280,000						\$280,000
		Hazen's Tank Fence Upgrade	2		10,000									\$10,000
09	12	Crystal Springs Reroof and Paint	1		50,000									\$50,000
09	13	Crystal Springs Soft Starts 1 & 3	1	25,000	25,000									\$25,000
09	14	CSP Pump #2 Rehabilitation	2	75,000										\$0
09	17	Crystal Springs Emergency Generator	2					300,000						\$300,000
10	01	Crystal Springs Check Valve Repair/Replacement	1		100,000									\$100,000
06	05	Well Rehabilitation	2	60,000	40,000									\$40,000
08	14	Alves Tank Recoating, Interior+Exterior	1		300,000									\$300,000
08	15	Miramar Tank Interior Recoat + Mixing	1		230,000									\$230,000
08	16	Cahill Tank Exterior Recoat	2					150,000						\$150,000
		Cahill Tank Ladder Replacement			15,000									\$15,000
08	17	El Granada Tank 2 Recoat + Ladder	2			200,000								\$200,000
08	18	EG Tank #3 Recoating Interior + Exterior	2				260,000							\$260,000
		EG Tank #1 security fence			20,000									\$20,000

COASTSIDE COUNTY WATER DISTRICT
 PLANNED CAPITAL PROJECTS
 FISCAL YEARS 09/10 THRU 18/19

Origin FY	Number	Priority	FY 08/09	FY 09/10	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	09/10-18/19 Totals
				23,000										\$23,000
09	18			25,000			150,000							\$175,000
09	19		50,000	100,000										\$100,000
					8,000									\$8,000
DENNISTON WTP PRIORITY (SHORT-TERM) IMPROVEMENTS														
08	19					800,000	800,000							\$1,600,000
08	20		686,000											\$0
DENNISTON WTP (LONG-TERM) IMPROVEMENTS														
08	22			350,000										\$350,000
08	23				900,000	900,000								\$1,800,000
NUNES WTP PRIORITY (SHORT-TERM) IMPROVEMENTS														
08	24			600,000	600,000	600,000								\$1,800,000
NUNES WTP (LONG-TERM) IMPROVEMENTS														
08	26						100,000							\$100,000
08	27			10,000			260,000							\$270,000
WATER SUPPLY DEVELOPMENT														
09	21			100,000	100,000	50,000								\$250,000
09	22			50,000										\$50,000
														\$0
<i>indicates new or modified item on list</i>														
FY 10 Totals			\$1,383,000	\$3,287,000	\$3,105,500	\$3,575,500	\$2,005,500	\$1,799,500	\$1,262,000	\$1,406,000	\$598,000	\$1,239,000	\$500,000	\$18,278,000
FY 09 Budget Totals			\$5,402,000	\$4,573,500	\$4,679,500	\$2,236,500	\$254,500	\$1,224,000	\$117,000	\$120,000	\$123,000	\$125,500		\$18,855,500

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 12, 2009

Report

Date: May 8, 2009

Subject: Water Reclamation Update

Recommendation:

None. Information only.

Background:

Developments related to water reclamation include the following:

- On April 27, the SAM Board considered a memo (staff report attached) from its General Counsel regarding the Water Recycling Act of 1991 and the request from Ocean Colony Partners (OCP) to provide reclaimed water. The memo concludes that SAM is not required to take any action in response to the OCP request.
- At the same meeting, the SAM Board discussed a draft agreement between SAM and CCWD under which CCWD would delegate to SAM its authority to supply reclaimed water to Ocean Colony Partners for golf course irrigation (copy of staff report attached).
- The SAM Board approved going ahead with the Phase II (Facilities Plan) study proposed by SRT consultants.
- I met with SAM General Manager Jack Foley and SAM consulting engineer Tanya Yurovsky on May 5 to discuss the reclamation project.

SEWER AUTHORITY MID-COASTSIDE

Staff Report

Subject / Title

Review and Possibly Recommend Taking Action on Memo from General Counsel on Water Recycling Act of 1991

Staff Recommendation:

Review and Possibly Recommend Taking Action on Memo from General Counsel on Water Recycling Act of 1991

Fiscal Impact:

None

Discussion/Report:

At their meeting of March 23, 2009, the Board directed SAM staff and SAM General Counsel to report on the obligations to SAM as a result of its receipt of the letter presented by Bruce Russell, CEO of Kenmark. In that report, General Counsel Copeland states that, although there are ongoing issues for the Board to consider, the letter does not require SAM to take any action at this time. That report is attached in the form of a memo concerning the Water Recycling Act of 1991.

Also attached, for your review, is a copy of the Coastside County Water District's response to Mr. Russell's letter.

SAM staff and SAM General Counsel will be present to answer any questions the Board may have.

Attached are:

- April 2, 2009 Memo From General Counsel Copeland to SAM Board re: Water Recycling Act of 1991
- April 9, 2009 Letter from David Dickson, Manager, CCWD to Bruce Russell, CEO, Kenmark, responding to Mr. Russell's March 23, 2009 letter
- March 23, 2009 Letter from Bruce Russell, CEO, Kenmark to the managers of SAM and CCWD

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MEMORANDUM

TO: Board of Directors, Sewer Authority Mid-Coastside
FROM: James L. Copeland 
RE: Water Recycling Act of 1991
DATE: April 2, 2009

A letter, dated March 23, 2009, from Kenmark Real Estate Group (“Kenmark”), as agent for Ocean Colony Partners LLC (“OCP”), addressed to the Managers of the Coastside County Water District (“CCWD”) and SAM, was distributed to the SAM Board at its regular meeting that evening. The letter requests that CCWD provide recycled water to OCP pursuant to the Water Recycling Act of 1991 (“Act”), set forth at California Water Code Section 13575 et seq., and that CCWD delegate to SAM the authority and responsibility to provide the recycled water in order that SAM may deliver recycled water directly to OCP.

At the meeting, the Board asked that I report on the obligations, if any, of SAM as a result of its Manager’s receipt of the letter.

In response, although there are ongoing issues for the Board to consider, the letter does not require SAM to take any action at this time.

The following is an overview of the Act. Reference herein to a section is a reference to a section within the Act. For purposes hereof, I have assumed that CCWD is not regulated by the Public Utilities Commission.

The Act contains several definitions. Those relevant to this memorandum are as follows:

1. “Customer” means a person or entity that purchases water from a retail water supplier.
2. “Recycled water” means water which, as a result of treatment of waste, is suitable for a direct beneficial use or a controlled use that would not otherwise occur and is therefor considered a valuable resource.
3. “Recycled water producer” means any local public entity that produces recycled water.
4. “Recycled water wholesaler” means any local public entity that distributes recycled water to retail water suppliers and which has constructed, or is constructing, a recycled water distribution system.

5. “Retail water supplier” means any local entity, including a public agency, city, county, or private water company, that provides retail water service.
6. “Retailer” means the retail water supplier in whose service area is located the property to which a customer requests the delivery of recycled water service.

Sections 13579(a) and 13579(b) provide that retail water suppliers shall identify potential uses for recycled water within their service areas, potential customers for recycled water service within their service areas, and, within a reasonable time, potential sources of recycled water; and that recycled water producers and recycled water wholesalers may also identify potential uses for recycled water, and may assist retail water suppliers in identifying potential customers for recycled water service within the service areas of those retail water suppliers.

Sections 13580(a) and 13580(b) provide that a retail water supplier that has identified a potential use or customer may apply to a recycled water producer for a recycled water supply, and a recycled water producer that has identified a potential use or customer may request a retail water supplier to enter into an agreement to provide recycled water to the potential customer.

The Kenmark request for recycled water service is made pursuant to Section 13580(c), which permits Kenmark, as a customer of CCWD, to make such a request of CCWD, as the retailer.

Section 13580.5(a) provides that a retail water supplier that receives a request from a customer pursuant to Section 13580(c) shall enter into an agreement to provide recycled water if recycled water is available, or can be made available, to the retail water supplier for sale to the customer.

Instead, the Kenmark letter requests that CCWD delegate to SAM, as a recycled water producer, the authority and responsibility to provide the recycled water to OCS.

This delegation request is made pursuant to Section 13580.5(a)(2), which provides that, in accordance with a written agreement between a recycled water producer (e.g., SAM) and a retail water supplier (e.g., CCWD), the retail water supplier may delegate to the recycled water producer its responsibility to provide recycled water to the customer.

Section 13580.5(b) provides that a customer may not obtain recycled water from a recycled water producer without the agreement of the retailer.

Section 13580.5(c) provides that, in the event a recycled water producer or a recycled water wholesaler provides a customer of a retail water supplier with a written statement that it can and will provide recycled water to the retailer, the retail water supplier shall, not later than 120 days from the date on which the retail water supplier receives the written statement from the customer, submit a written offer to provide recycled water to the customer.

Section 13580.7 provides that, in the event the retail water supplier is a public agency, a customer may request, in writing, a retail water supplier to enter into an agreement in order to provide recycled water service to the customer. The retail water supplier shall submit a written offer to the customer not later than 120 days from the date on which the retail water supplier receives the written request from the customer. If no rate is in effect for recycled water service within the service area of the retail water supplier, the rate and conditions for recycled water service shall be established by contract between the retail water supplier and the customer or by resolution or ordinance by the retail water supplier.

If there is a failure to agree on terms and conditions of a recycled water supply agreement, involving a retail water supplier that is a public agency, within 180 days from the receipt of a request for recycled water pursuant to Section 13580(c), a written statement pursuant to Section 13580.5(c), or a determination of availability by the State Water Resources Control Board, pursuant to Section 13580.5(d), any party may request a formal mediation process. Section 13581 describes the obligations of the parties in the event the parties to the mediation reach agreement and in the event they fail to reach agreement.

If a retail water supplier that is a public agency does not comply with the Act, the customer may petition a court for a writ of mandate pursuant to Section 13583.

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April 9, 2009



Mr. Bruce Russell
Kenmark Real Estate Group, Inc.
2450 South Cabrillo Highway, Suite 200
Half Moon Bay, California 94019

Re: Request for Agreement to Provide Recycled Water to Ocean Colony

Dear Mr. Russell:

I write to acknowledge Coastside County Water District's receipt of your letter dated March 23, 2009 requesting that the District provide recycled water to Ocean Colony Partners (OCP). As the agency responsible for meeting the water needs of Half Moon Bay, El Granada, and Princeton, the District looks forward to a time in the near future when recycled water can be made available for use by the golf course and other key customers. We believe that reclaimed water can play a key role in making our water supply portfolio more drought resistant.

Realizing the significant benefits water reclamation offers will require a concerted effort of agencies and customers as well as a planning process which addresses the concerns of the public and numerous stakeholders. CCWD has expressed its desire to cooperate with Sewer Authority Mid-Coastside (SAM), the recycled water producer, to develop a project that will enable the District to provide recycled water service within the District's service boundary. We are continuing to work toward a cooperative arrangement with SAM.

The next step in developing a reclamation project to bring water to the golf course is for CCWD staff to collaborate with our counterparts at SAM and its member agencies to identify implementation issues, tasks, timelines, and responsibilities. We can then bring this information back to our governing boards for decisionmaking and commitment of resources. Your continuing input and participation in this process will be essential.

Thank you for your interest and for your contributions to advancing the cause of water reclamation.

Sincerely yours,

A handwritten signature in black ink, appearing to read "D. Dickson", written over a horizontal line.

David R. Dickson
General Manager
Coastside County Water District

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KENMARK

Real Estate Group, Inc.

March 23, 2009

David R. Dickson, General Manager
Coastside County Water District
766 Main Street
Half Moon Bay, CA 94109

John F. Foley III, Manager
Sewer Authority Mid-Coastside
1000 N. Cabrillo Hwy
Half Moon Bay, CA 94109

Re: Request for Agreement to Provide Recycled Water to Ocean Colony

Dear Messrs. Dickson and Foley,

Over the past several months Ocean Colony Partners LLC ("OCP") has discussed with Coastside County Water District ("CCWD") and the Sewer Authority Mid-Coastside ("SAM") OCP's desire to enter into a long term agreement to acquire recycled water for golf course and landscape irrigation purposes. In connection with these discussions, CCWD and SAM have undertaken significant efforts to achieve the goal of recycled water use by conducting committee meetings to discuss recycled water, preparing studies on potential recycled water uses, and preparing an initial design and exploring permitting requirements for a proposed expansion and upgrade of SAM's existing treatment facility to meet tertiary recycled water standards. The initial phase of SAM's proposed project would allow SAM to provide approximately 600,000 gallons per day of recycled water to OCP for OCP's exclusive use during its irrigation season. We appreciate the efforts you have made to date to facilitate OCP's goal of reducing its use of potable and well water for golf course and landscape irrigation.

By this letter and pursuant to Water Code section 13580(c), OCP respectfully requests that CCWD provide recycled water to OCP. Pursuant to Water Code section 13580.5(a)(2), OCP further requests that CCWD delegate to SAM the authority and responsibility to provide recycled water, so that SAM may deliver recycled water directly to OCP.

We believe this request presents an ideal opportunity for OCP, CCWD and SAM to work together to reduce OCP's use of potable water and thereby assist CCWD in its water conservation efforts during our present drought crisis. Implementation of OCP's request will result in other environmental benefits, including promoting recharge of area aquifers through reduction of OCP's ground water pumping and well use, and also reduce the amount of treated effluent which SAM discharges into the Pacific Ocean.

2450 South Cabrillo Highway, Suite 200
Half Moon Bay, California 94019

phone 650.560.0055
fax 650.560.9198



San Francisco • Los Angeles

KENMARK

We also feel that OCP is in a unique position, given that SAM, with minimal additional capital improvements, can deliver recycled water directly to OCP through OCP's existing privately owned pipeline. Although some repair or upgrading of OCP's existing pipeline would likely be necessary, and SAM would have to install a new approximately 500 foot under creek pipeline to connect SAM's recycled water facility to OCP's pipeline, we believe the repair and upgrade work is feasible from a financial, engineering and environmental perspective. The Water Recycling Law (Water Code section 13500 *et seq.*) encourages this type of design and construction of water delivery systems on private property.

Based on our recent discussions, we understand that CCWD and SAM will likely want to address certain issues, including the non-precedential nature of the delegation and commitments with regard to potable water offsets. To facilitate discussions between CCWD and SAM regarding the terms of the requested delegation, we have prepared the enclosed draft summary of key terms which OCP is prepared to support. We welcome your feedback on the key terms summary and are available at your convenience to discuss further the terms of the requested delegation agreement as well as the terms of a long term recycled water delivery agreement between OCP and SAM.

We look forward to receiving an offer for recycled water service pursuant to Water Code section 13580.7, and continuing discussions regarding the requested delegation agreement between CCWD and SAM.

Very truly yours,



Bruce J. Russell, CEO
Kenmark Real Estate Group, Inc.,
Authorized Agent for OCP

BJR:jg
Enclosure
Cc: Mark Kendall

**SUMMARY OF PROPOSED KEY TERMS FOR
DELEGATION AGREEMENT BETWEEN SAM AND CCWD**

1. CCWD would delegate authority to SAM to allow OCP to obtain the recycled water directly from SAM via OCP's private pipeline and to use such recycled water for golf course and landscape irrigation purposes.
2. SAM and CCWD would agree that the delegation would only cover the provision of recycled water to OCP and would not establish any precedent with respect to any other delegations of authority that SAM or any third party may request in the future.
3. SAM and CCWD would agree to impose a potable water offset on OCP in exchange for delivery of recycled water, subject to certain conditions, consistent with Water Code section 13551, to ensure that OCP does not lose its existing priority potable water rights. Such a requirement would be necessary to comply with the law and to guard against any negative impact to OCP and/or SAM that might result from interruptions in delivery of recycled water to OCP.
4. Following completion of the initial phase of SAM's treatment plant upgrade project, SAM and CCWD would commit to use diligent good faith efforts to explore further opportunities to expand SAM's recycled water facilities with the goal of further reducing customer demands for potable water within CCWD and SAM's service area.
5. To the extent SAM's provision of recycled water to OCP frees up surplus potable water, SAM and CCWD would support use restrictions clarifying that such surplus potable water not be used to justify the issuance of new water permits or otherwise facilitate growth inducing impacts.
6. _____ [other terms to be inserted]

SEWER AUTHORITY MID-COASTSIDE
Staff Report

Subject / Title

Review and Possibly Recommend Taking Action on Discussion Draft Agreement Concerning Delegation of Responsibility to Provide Recycled Water

Staff Recommendation:

Review and Possibly Recommend Taking Action on Discussion Draft Agreement Concerning Delegation of Responsibility to Provide Recycled Water

Fiscal Impact:

None

Discussion/Report:

At their meeting of March 23, 2009, the Board directed SAM staff and SAM General Counsel to draft language for a delegation agreement. This direction was made in response to a letter received from Bruce Russell, CEO of Kenmark. In that letter, Mr. Russell requests that, pursuant to CA Water Code section 13580.5(a)(2), the Coastside County Water District (CCWD) delegate to SAM its authority and responsibility for providing recycled water to his client, Ocean Colony Partners LLC for golf course and landscape irrigation.

Attached for your review and comment is a discussion draft agreement between SAM and CCWD in which CCWD delegates to SAM its authority to provide recycled water.

The committee may wish to review the draft and bring it back to the Committee for future discussion, may wish to provide direction to staff on further development of the draft, or may wish to recommend next steps to the Board, perhaps including staff-level discussions with CCWD on this matter.

SAM staff and SAM General Counsel will be present to answer any questions the Board may have.

Below is a link to an online version of the California Water Code:

<http://law.justia.com/california/codes/wat/13575-13583.html>

INITIAL DRAFT – FOR INTERNAL DISCUSSION ONLY

DELEGATION AGREEMENT

This Agreement (“Agreement”), dated _____, 2009, is entered into by and between the Coastside County Water District (“CCWD”), a county water district formed and existing under the California County Water District Law (Water Code Section 30,000 et seq.), and the Sewer Authority Mid-Coastside (“SAM”), a public entity created and existing under a joint exercise of powers agreement, dated February 3, 1976, entered into pursuant to the Joint Exercise of Powers Act (Government Code Section 6500 et seq.).

RECITALS

- A. SAM was created for the purpose of collecting, treating, and disposing of wastewater for the benefit of the lands and inhabitants within its service area.
- B. CCWD was created for the purpose of furnishing water for any present or future beneficial use within its service area.
- C. The service area of SAM includes the service area of CCWD plus additional lands.
- D. Both CCWD and SAM have received a letter from Ocean Colony Partners LLC (“OCP”) in which OCP has requested, pursuant to the Water Recycling Act of 1991 (Government Code Section 13575 et seq., and herein the “Recycling Act”) that CCWD provide recycled water to OCP, and that CCWD delegate to SAM the authority and responsibility to provide the recycled water so that SAM may deliver the recycled water directly to OCP.
- E. In its letter, OCP has proposed that SAM deliver the recycled water through OCP’s existing pipeline, advised that repairs or upgrading of the pipeline will likely be necessary, and acknowledged an extension thereof will need to be installed to connect SAM’s recycled water facilities to the OCP pipeline.
- F. It is intended that the delegation to SAM pursuant hereto is for the use of reclaimed water for a limited purpose, and in a limited volume, so that, with such limits the delivery of reclaimed water to OCP will not result in an offset in the use of CCWD potable water by OCP.
- G. Under the terms and conditions set forth herein, CCWD is willing to delegate to SAM the authority and responsibility to provide the recycled water to OCP, and SAM is willing to accept such delegation so that it may deliver the recycled water directly to OCP.

TERMS AND CONDITIONS

In consideration of the foregoing Recitals and the following Terms and Conditions, the parties agree as follows:

1. Delegation. CCWD hereby delegates to SAM, pursuant to Section 13580.5(a)(2) of the Recycling Act, the authority and responsibility to provide recycled water to OCP from the Project, as defined in Section 3, in accordance with the provisions hereof.
2. Assumption of Authority and Responsibility. SAM hereby agrees to assume authority and responsibility to provide recycled water to OCP from the Project in accordance with the provisions hereof.
3. The Project. The project (the "Project") shall consist of the existing OCP pipeline, including repairs and upgrading, the installation and construction of recycled water facilities at the SAM wastewater treatment site, and an extension of the OCP pipeline in order for it to be connected to the SAM facilities.
4. Limitation on Use. The recycled water from the Project shall be used only for golf course and landscaping irrigation purposes on property owned by OCP.
5. Limitation on Volume. The volume of recycled water delivered from the Project shall be limited to the amount which OCP would otherwise pump from its privately owned wells for golf course and landscape irrigation purposes.
6. Monitoring. As a part of the Project, SAM shall install and operate monitoring equipment to insure compliance with Section 5.
7. Reporting. SAM shall periodically provide CCWD with the monitoring data generated from the equipment to be installed and operated pursuant to Section 6.
8. Service Agreement. It is contemplated that the provisions by SAM of recycled water will be by way of a recycled water service agreement between SAM and OCP. SAM shall afford CCWD an opportunity to comment on the proposed service agreement for the purpose of insuring compliance with this Agreement.
9. No Precedent. The delegation by CCWD pursuant hereto shall not establish any precedent with respect to any subsequent consideration by CCWD of whether to delegate its authority to provide recycled water within its service area.
10. Co-operation. CCWD agrees to co-operate with SAM in connection with the permitting process that will be required in order for SAM to design, install and construct the Project and otherwise to assume its authority and discharge its obligations as herein contemplated.
11. Future Projects. The parties agree to explore further opportunities to expand SAM's recycled water facilities with the goal of reducing demands for potable water within the CCWD and SAM respective service areas.
12. Miscellaneous. This Agreement contains the entirety of the agreements and understandings of the parties with respect to the matters encompassed by this Agreement. It supersedes all prior or contemporaneous agreements, understandings, promises and

representations made by either party with respect to the subject matter of this Agreement except to the extent expressly incorporated into this Agreement.

COASTSIDE COUNTY WATER DISTRICT

By: _____
President

Countersigned: _____
Secretary

SEWER AUTHORITY MID-COASTSIDE

By: _____
Chairperson

Countersigned: _____
Secretary

DRAFT

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 12, 2009

Report

Date: May 8, 2009

Subject: General Manager's Report

Recommendation:

Information only.

Background:

I would like to highlight the following:

1. **Denniston Dredging LCP:** With the expiration of the Coastal Commission appeal period on April 28, we now have a Local Coastal Permit for maintenance dredging of the Denniston reservoir. The permit allows us to dredge 800 cubic yards in the first year and 400 cubic yards per year in the subsequent four years. This success can be attributed to the dedication and perseverance of Superintendent Joe Guistino in pursuing the permitting effort. Our next step is to re-apply for a streambed alteration agreement from the California Department of Fish and Game. Assuming we are successful in that effort, we would do the dredging in September-October of 2009.
2. **San Francisco Water Supply Agreement:** On April 28, the San Francisco Public Utilities Commission approved the Water Supply Agreement negotiated over the last two years between BAWSCA and SFPUC. This agreement replaces the Master Agreement which expires June 30, 2009. We will bring the actions necessary for the District to approve the Water Supply Agreement and CCWD's individual agency agreement to the Board for your consideration at the June 9 meeting.

Monthly Report

To: David Dickson, General Manager
From: Cathleen Brennan, Water Resources Analyst
Agenda: May 12, 2009
Subject: Water Resources Report

This report is provided as an update on water conservation, outreach, and water resources activities.

□ 19th Annual Pacific Coast Dream Machines

Coastside County Water District had an information table at the Pacific Coast Dream Machines event on April 26th at the Half Moon Bay Airport. The District displayed high-efficiency washer and high-efficiency toilet rebate information, along with other indoor and outdoor water conservation materials. The District also placed a full-page water conservation message in the official Pacific Coast Dream Machines program.



□ May is Water Awareness Month

□ Garden Hose Nozzles

Coastside County Water District is offering free garden hose nozzles to our customers. There is a limited quantity and they are being distributed on a first come - first serve basis. One per customer, please!



□ What can your water do?

The first week of May is national drinking water week. To heighten the public's awareness on the importance of water supplied by public water systems, an advertisement was placed in the May 6th edition of the Half Moon Bay Review.

□ A Climate of Change: Water Adaption Strategies - <http://www.water.ca.gov/climatechange/>

In a newly released mini documentary, "A Climate of Change", find out what adaptation strategies the Department of Water Resources proposes (Produced in conjunction with the Water Education Foundation). Climate change is not something that is going to hit in the future. It is already changing the weather patterns and water supply in California; a dwindling snowpack, bigger flood flows, rising sea levels, longer and harsher droughts. This documentary is available for viewing at <http://www.water.ca.gov/climatechange/>.

□ **Half Moon Bay Review**

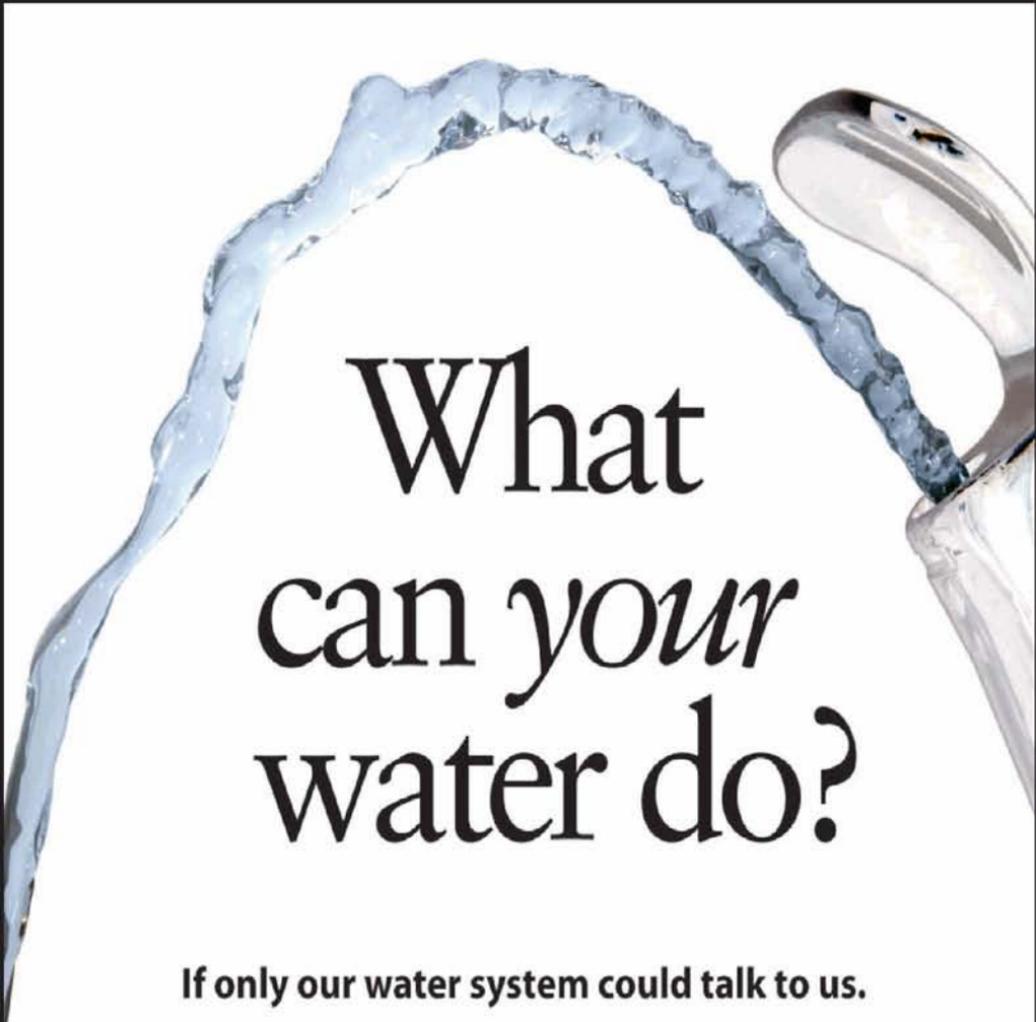
Coastside County Water District will be using the Half Moon Bay Review online (<http://www.hmbreview.com>) edition to run flash advertisements to promote water conservation, bill payment options, and other messages that we want to communicate to our customers in a timely manner. The flash advertisement is designed to capture the reader's attention and direct him/her to the District's website. The advertisement templates can be changed monthly and the messages can be changed as needed.

□ **New - Bulletin Board**

The District installed a new bulletin board outside the entrance and payment drop box. The bulletin board will display current notices and water conservation information for customers.

□ **Summary of Meetings**

- Water Education Foundation / ACWA: Managing the Crisis – Essential Tools for Urban Water Managers – 4/16/2009
- California Department of Water Resources Workshop – Draft California Water Plan Update 2009 – 4/20/2009
- CA-NV AWWA Water Conservation Certification Committee Meeting – 4/21/2009
- Bay Area Water Supply and Conservation Agency – Water Conservation (Recycling) Implementation Plan – 5/5/2009



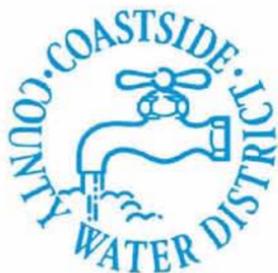
What can *your* water do?

If only our water system could talk to us.

It might remind us that it:

- ▶ Keeps us healthy,
- ▶ fights fires,
- ▶ supports our economy,
- ▶ and provides us with the high quality of life we enjoy.

It might also remind us that it's up to us to keep it strong and reliable. During Drinking Water Week, help us celebrate what Only Tap Water Delivers. Visit www.drinktap.org for more information.



Only Tap Water
Delivers

Drinking
Water Week
2009

Monthly Report

To: David Dickson, General Manager
From: Cathleen Brennan, Water Resources Analyst
Agenda: May 12, 2009
Subject: Water Shortage and Drought Contingency Plan

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

- Water year 2007 was critically dry at 67% of annual historic average.
- Water year 2008 was slightly better at 72% of the annual historic average.
- **Water Year 2009 is about 72% of annual historic average.**

Precipitation for Half Moon Bay													
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Totals
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
	2008						2009						
Water Year 2009	0.48	2.39	2.63	0.93	8.70	2.79	.27						18.19
	2007						2008						
Water Year 2008	1.83	0.93	3.16	8.75	2.73	.31	.16	.07	.04	0.1	.12	.05	18.25
	2006						2007						
Water Year 2007	.19	3.18	4.24	.72	5.31	0.81	1.62	.41	.07	.25	.03	.19	17.02

√ SFPUC – San Francisco Public Utilities Commission

Attached is correspondence from the SFPUC regarding the current water conditions and the need to continue voluntary rationing.

Coastside County Water District continues to request voluntary water rationing (curtailment) by at least 10% and encourages customers to meet Governor Schwarzenegger’s request for all Californians to curtail their water usage by 20%.

√ **NEW - California's Save Our Water Campaign -<http://www.saveourh2o.org/>**



Save Our Water is a statewide public education program designed to educate Californians on the state's water challenges and encourage them to reduce the amount of water they use everyday. It is a joint effort by the Association of California Water Agencies and the California Department of Water Resources in response to severe water challenges facing the state. The program offers consumer-oriented information and tools for understanding the long-

term issues facing the state's water system and practical tips for reducing water use indoors and outdoors. One of the messages of this campaign is to challenge Californians to save 20 gallons a day for 20 days. The Save Our Water website has tips for reaching the 20 gallons a day challenge. A link to Save Our Water website will be on the District's website on the Conservation Page.

√ **Continued Mandatory Rationing Planning....**

Because there is the possibility of mandatory rationing next year, if we get less than normal precipitation next winter, staff will continue to work on the following items:

- Drought Ordinance
- Springbrook Software Modifications for Billing
- Rates, Excess Use Charges, and Surcharges
- Billing Statements



SAN FRANCISCO PUBLIC UTILITIES COMMISSION

1155 Market St., 11th Floor, San Francisco, CA 94103 • Tel. (415) 554-3155 • Fax (415) 554-3161 • TTY (415) 554.3488



TO: SFPUC Wholesale Customers

FROM: Michael Carlin, Deputy General Manager *EC*

DATE: April 20, 2009

RE: Water Supply Update

GAVIN NEWSOM
MAYOR

ANN MOLLER CAEN
PRESIDENT

F.X. CROWLEY
VICE PRESIDENT

FRANCESCA VIETOR
COMMISSIONER

JULIET ELLIS
COMMISSIONER

ED HARRINGTON
GENERAL MANAGER

On April 10th 2007, the SFPUC asked customers to voluntarily reduce their water consumption by 10 percent as a result of one of the driest winters on record. Similarly, in 2008 following another below normal precipitation season, the SFPUC asked to its customers to continue their efforts in voluntarily reducing water use by 10 percent. Response from SFPUC customers during both years was formidable. While this year's precipitation season has been better for the SFPUC watersheds than the last two years, the SFPUC Tuolumne River and local watersheds have received slightly below normal precipitation at 97% and 76% of average, respectively. Despite a third year of below normal precipitation, the SFPUC projected July 1st storage forecast estimates there will be no need for mandatory water reductions. Several water agencies throughout the State and in the Bay Area have announced mandatory water reductions and State and Federal water contractors will not receive their full water allocations.

On April 17, 2009, the SFPUC affirmed the continuation of 10 percent voluntary water reductions throughout the service area. Under prudent utility practice, the SFPUC believes there is a need to preserve water supply in our reservoirs in the event a fourth dry year is upon us. Carryover storage is a critical element to the SFPUC's water supply in that it provides the ability for the SFPUC to meet demands during dry years while reducing the need for mandatory reductions. To the extent, SFPUC customers continue to use water in a judicious manner they help to ensure the reliability of their water supply.

We look forward to working with you and BAWSCA to continue our outreach campaigns in educating residents throughout the Bay Area on the best practices for water use. We will continue to track water consumption and provide BAWSCA with weekly water consumption updates. Finally, we invite you to track reservoir storage, inflow and precipitation data on our website at http://sfwater.org/msc_main.cfm/MC_ID/13/MSC_ID/165.

Cc.: Art Jensen, General Manager/ CEO, BAWSCA

MONTHLY REPORT

To: David Dickson, General Manager
From: Joe Guistino, Superintendent of Operations
Agenda: May 12, 2009

Report
Date: May 7, 2009

Monthly Highlights

Denniston Rehabilitation

The Coastal Commission issued a Coastal Development Permit (CDP) for dredging 800 cubic yards from Denniston Reservoir.

Denniston WTP Started

The Denniston WTP was started up on Wednesday, 22 April, after being idle since last August.

Denniston Storage Tank Modification Project

Except for a few small punchlist items, this project is complete and working well.

Source of Supply

Pilarcitos Reservoir, Denniston Reservoir and Denniston Wells were the main source of supply in April. Pilarcitos Wells are off for the season.

Systems Improvement

Beautification

- General cleanup of the Denniston Water Treatment Plant (WTP) and pump station (PS).
- Cleanup scrap metal and consolidating it at Nunes WTP.
- General cleanup of laboratories and chemical pump room at Nunes WTP.
- General cleanup of El Granada Tank 2.
- General weed abatement at Denniston WTP and PS and well field as well as hydrants and sample stations in the distribution system.

Other Improvements

- Placing bollards around external piping at Denniston Tank, the return washwater system and Nunes entrance road above the new diesel storage tank.

Update on Other Activities:

Top Ops Challenge

The Coastside Team consisting of Treatment Supervisor Steve Twitchell, Senior Treatment Operator Sean Donovan, and Montara Water and Sanitary District Field Superintendent Jeff Page, came in second place at the Cal/Nevada Section AWWA Top Ops Challenge that took place on 7 April in Santa Clara. They competed against teams from San Francisco PUC, Alameda County Water District, and Yukaipa Water District. In the author's opinion, they should have won this competition. It is also significant that a team of operators from two humble water districts could almost upend a competition that has been dominated by large water utilities since its inception in the early 90's. My sincere congratulations to Sean, Steve and Jeff.

Large User AMR Program

On Wednesday, 1 April, Staff met with Nurserymen's Exchange representatives to discuss installation of a fixed network reading system on their meters. They are very receptive and we will provide them with the equipment.

Wind Damage

The windstorm of 14 April blew down a tree at El Granada Tank 2. The tree fell into the adjoining yard and caused some minor damage to the property fence and the neighbor's banister. District crews removed the tree and the property owner was referred to our insurance carrier.

The canvas enclosure protecting the front loader at Denniston WTP was lifted and hurled across the plant property with significant damage. Crews will be attempting to repair the enclosure for continued use.

Denniston WTP Started

The Denniston WTP was started up on Wednesday, 22 April to bring the completed Denniston Tank to its full operating level. It was shut back down for 2 days to get bacteriological testing of the tank and then resumed operation through the end of the month. The operation of the plant benefited greatly by the new filter operating valves as well as the repaired return washwater system. Denniston system wells were turned on and producing 142 gpm.

Carnoustie Subdivision

All piping installed, disinfected and pressure tested for the Carnoustie subdivision. The system was tied in to our main 27 April.

John Davis back to work

Maintenance Supervisor John Davis return back to work from shoulder surgery on light duty on 15 April. He is expected to return to full duty on 29 June.

Safety/Training/Inspections/Meetings

Meetings Attended

1 April - Nurserymen's Exchange AMR meeting

6-9 April – Attended Cal/Nev Section American Waterworks Association (AWWA) Spring Conference in Santa Clara.
7 April – Moderated Top Ops Competition at AWWA Spring Conference.
8 April – Met with Safety Committee
14 April – Coastside County Water District (CCWD) Board meeting.
14 April – CCWD finance committee meeting
21 April – Operations and Maintenance (O&M) staff meeting.

Safety Committee

This month's safety training was on CPR/First Aid.

Department of Public Health (DPH)

Short Term Improvement Review

Treatment Staff worked with Jim Teter to answer questions posed by DPH during their review of the plans and specs for the Nunes Short Term Improvement Project.

Projects

Tank Recoating Projects

Modifications were made to the legal contract component of the Miramar Tank Coating Project. This request for proposal (RFP) will be issued in May.

Short Term Improvement Project

Working with DPH on specific questions concerning this project. RFP packet prepared by Jim Teter was reviewed by our legal consultants.

Denniston Storage Tank Modification Project

Except for a few small punchlist items, this project is complete and working well.

Denniston Rehabilitation

The Coastal Commission issued a Coastal Development Permit (CDP) for dredging 800 cubic yards from Denniston Reservoir. We received verbal notice on 30 April. There were no appeals during the public review process. We now await the Streambed Alteration Agreement from the California Department of Fish and Games.

Pilarcitos Canyon Culvert Repair Project

Another sinkhole developed in the culvert crossing after a spring rainstorm. The hole does not affect the security of the structure at this time. We have submitted a response to California Department of Fish and Games' comments on our original Streambed Alteration Permit and await their response.

We have hired a biological consultant to provide a biological report to San Mateo County Planning Department as part of the CDP process.

Pilarcitos Canyon Blending Project

We have received a draft technical memorandum from Kennedy/Jenks Consultants describing operation of a blending station in Pilarcitos Canyon that would allow

more efficient usage of the lower costing water from Stone Dam. The memorandum is currently in review.

Denniston Alternative Treatment Project

We have prepared contract documents for signature by Kennedy/Jenks Consultants for a pre-design for this project. It is expected that they can get started in May.

SCADA

Tom Frisch Engineering performed a radio survey of the District as part of the SCADA system pre-design.