

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, August 11, 2015 - 7:00 p.m.

AGENDA

The Coastside County Water District (CCWD) does not discriminate against persons with disabilities. Upon request, the agenda and agenda packet materials can be provided in a format to accommodate special needs. If you require a copy of the agenda or related materials in an alternative format to accommodate a disability, or if you wish to attend this public meeting and will require special assistance or other special equipment, please call the District at (650) 726-4405 in advance and we will make every reasonable attempt to provide such an accommodation.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the CCWD District Office, located at 766 Main Street, Half Moon Bay, CA at the same time that the public records are distributed or made available to the legislative body.

This agenda and accompanying materials can be viewed on Coastside County Water District's website located at: www.coastsidewater.org.

The Board of the Coastside County Water District reserves the right to take action on any item included on this agenda.

- 1) ROLL CALL**
- 2) PLEDGE OF ALLEGIANCE**
- 3) PUBLIC COMMENT**

At this time members of the public may address the Board of Directors on issues not listed on the agenda which are within the purview of the Coastside County Water District. Comments on matters that are listed on the agenda may be made at the time the Board is considering each item. Each speaker is allowed a maximum of three (3) minutes and must complete and submit a speaker slip. The President of the Board will recognize each speaker, at which time the speaker should proceed to the podium, give their name and address and provide their comments to the Board.

4) CONSENT CALENDAR

The following matters before the Board of Directors are recommended for action as stated by the General Manager. All matters listed hereunder constitute a Consent Calendar, are considered as routine by the Board of Directors, and will be acted upon by a single vote of the Board. There will be no separate discussion of these items unless a member of the Board so requests, in which event the matter shall be removed from the Consent Calendar and considered as a separate item.

- A. Approval of disbursements for the month ending July 31, 2015:
Claims: \$931,447.83; Payroll: \$132,942.62 for a total of \$1,064,390.45
([attachment](#))
 - *July 2015 Monthly Financial Claims reviewed & approved by President Mickelsen*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Monthly Water Transfer Report ([attachment](#))
- D. Approval of Minutes of July 14, 2015 Regular Board of Directors Meeting
([attachment](#))
- E. Approval of Minutes of July 27, 2015 Special Board of Directors Meeting
([attachment](#))
- F. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- G. Total CCWD Production Report ([attachment](#))
- H. CCWD Monthly Sales by Category Report – July 2015 ([attachment](#))
- I. July 2015 Leak Report ([attachment](#))
- J. Rainfall Reports ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. West Yost Associates Proposal for Assistance with District's 2015 Urban Water Management Plan ([attachment](#))
- B. Contract with Calcon Systems for Instrumentation and Controls Work
([attachment](#))

7) GENERAL MANAGER'S REPORT AND MONTHLY INFORMATIONAL REPORTS ([attachment](#))

- A. Operations Report ([attachment](#))

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

9) ADJOURNMENT

Accounts Payable

Checks by Date - Summary by Check Number

User: GBRAZIL
Printed: 8/3/2015 1:08 PM



Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
21615	BSK01	BSK ASSOCIATES	07/10/2015	0.00	300.00
21616	BUB01	DAVID PEREIRA	07/10/2015	0.00	498.33
21617	COU05	RECORDER'S OFFICE	07/10/2015	0.00	72.00
21618	CUR01	CURLEY & RED'S INC. BODY SHOP	07/10/2015	0.00	82.00
21619	HAS01	HASSETT HARDWARE	07/10/2015	0.00	367.20
21620	ICM01	INTERNATIONAL CITY MGMT ASSOC	07/10/2015	0.00	40.00
21621	MAS01	MASS MUTUAL FINANCIAL GROUP	07/10/2015	0.00	2,060.65
21622	PAC01	PACIFIC GAS & ELECTRIC CO.	07/10/2015	0.00	58.32
21623	REP02	REPUBLIC SERVICES	07/10/2015	0.00	353.95
21624	SAN20	SAN FRANCISCO FIRE CREDIT UNION	07/10/2015	0.00	300.00
21625	UB*01353	CHARLENE HALEY	07/10/2015	0.00	200.00
21626	UB*01354	FRANK NICHOLSON	07/10/2015	0.00	55.10
21627	UB*01355	JIMMIE KARSGARD	07/10/2015	0.00	41.07
21628	UB*01356	ALAN/JANICE CAINE	07/10/2015	0.00	36.09
21629	UB*01357	PAUL/HELEN/ALAN BONAPART	07/10/2015	0.00	10.98
21630	UB*01358	BRIAN BISHOP	07/10/2015	0.00	79.01
21631	UB*01359	TIMOTHY STIENE/KELLI RUMORE	07/10/2015	0.00	56.55
21632	UB*01360	NAYWON ZIMMER	07/10/2015	0.00	38.77
21633	VAL01	VALIC	07/10/2015	0.00	3,045.00
21634	ARB01	ARBORWELL	07/16/2015	0.00	5,550.00
21635	ASS01	HEALTH BENEFITS ACWA-JPIA/CB&T	07/16/2015	0.00	23,857.69
21636	ATT02	AT&T	07/16/2015	0.00	2,197.70
21637	BAR05	DEBORAH BARRELLA	07/16/2015	0.00	95.87
21638	CUL01	CULLIGAN SANTA CLARA, CA	07/16/2015	0.00	162.20
21639	GAN01	ANDREA GANSHEIMER	07/16/2015	0.00	75.00
21640	ICM01	INTERNATIONAL CITY MGMT ASSOC	07/16/2015	0.00	40.00
21641	KAI01	KAISER FOUNDATION HEALTH PLAN	07/16/2015	0.00	12,886.00
21642	MAS01	MASS MUTUAL FINANCIAL GROUP	07/16/2015	0.00	2,060.65
21643	PAC01	PACIFIC GAS & ELECTRIC CO.	07/16/2015	0.00	46,633.35
21644	PUB01	PUB. EMP. RETIRE SYSTEM	07/16/2015	0.00	35,133.46
21645	PUB02	CalPERS FINANCIAL	07/16/2015	0.00	23,148.00
21646	SAN20	SAN FRANCISCO FIRE CREDIT UNION	07/16/2015	0.00	100.00
21647	TEA02	TEAMSTERS LOCAL UNION #856	07/16/2015	0.00	903.00
21648	TEL02	US TELEPACIFIC CORPORATION	07/16/2015	0.00	1,765.53
21649	VAL01	VALIC	07/16/2015	0.00	3,045.00
21650	BRA04	GINA BRAZIL	07/17/2015	0.00	944.92
21651	BRE01	CATHLEEN BRENNAN	07/17/2015	0.00	1,319.82
21652	BRU02	JON BRUCE	07/17/2015	0.00	1,109.52
21653	SCH06	TODD SCHMIDT	07/17/2015	0.00	381.35
21654	ADP01	ADP, INC.	07/27/2015	0.00	615.35
21655	ADV02	FRANK YAMELLO	07/27/2015	0.00	485.00
21656	AMC01	AM CONSERVATION GROUP	07/27/2015	0.00	500.00
21657	AND01	ANDREINI BROS. INC.	07/27/2015	0.00	12,084.50
21658	ASS08	ASSOC. CALIF. WATER AGENCY	07/27/2015	0.00	9,880.00
21659	ATT03	AT&T LONG DISTANCE	07/27/2015	0.00	44.08
21660	BAL04	BALANCE HYDROLOGICS, INC	07/27/2015	0.00	6,656.50
21661	BAR01	BARTKIEWICZ, KRONICK & SHANAH	07/27/2015	0.00	480.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
21662	BAU03	DIANE BAUGHMAN	07/27/2015	0.00	300.00
21663	BAY05	BAY AREA WATER SUPPLY &	07/27/2015	0.00	7,255.00
21664	BAY10	BAY ALARM COMPANY	07/27/2015	0.00	559.59
21665	BFI02	BFI OF CALIFORNIA, INC.	07/27/2015	0.00	9,185.84
21666	BRU02	JON BRUCE	07/27/2015	0.00	200.00
21667	BUD01	JAMES BUDESA	07/27/2015	0.00	50.00
21668	CAL06	CALIFORNIA GENERATOR SERVICE	07/27/2015	0.00	2,589.15
21669	CAL08	CALCON SYSTEMS, INC.	07/27/2015	0.00	2,660.00
21670	CAR02	CAROLYN STANFIELD	07/27/2015	0.00	600.00
21671	CHE01	CHEVRON/TEXACO UNIVERSAL CAR	07/27/2015	0.00	1,867.53
21672	COA19	COASTSIDE COUNTY WATER DIST.	07/27/2015	0.00	145.34
21673	COR04	CORRPRO COMPANIES, INC.	07/27/2015	0.00	4,000.00
21674	COU05	RECORDER'S OFFICE	07/27/2015	0.00	24.00
21675	DAT01	DATAPROSE, LLC	07/27/2015	0.00	2,206.12
21676	DEL07	DEL GAVIO GROUP	07/27/2015	0.00	3,064.55
21677	DOB01	ALLISON DOBBROW	07/27/2015	0.00	50.00
21678	EKI01	EKI INC.	07/27/2015	0.00	27,870.05
21679	ELE01	ELECSYS INTERNATIONAL CORP	07/27/2015	0.00	250.00
21680	FIR06	FIRST NATIONAL BANK	07/27/2015	0.00	922.35
21681	GRA03	GRAINGER, INC.	07/27/2015	0.00	572.66
21682	HAC01	HACH CO., INC.	07/27/2015	0.00	442.25
21683	HAL01	HMB BLDG. & GARDEN INC.	07/27/2015	0.00	1,914.29
21684	HAL03	HALF MOON BAY GLASS SERVICE CC	07/27/2015	0.00	228.84
21685	HAL04	HALF MOON BAY REVIEW	07/27/2015	0.00	2,609.00
21686	HAL24	H.M.B.AUTO PARTS	07/27/2015	0.00	45.17
21687	HAN01	HANSONBRIDGETT. LLP	07/27/2015	0.00	7,777.00
21688	HYD01	HYDROSCIENCE ENGINEERS, INC.	07/27/2015	0.00	831.90
21689	IRO01	IRON MOUNTAIN	07/27/2015	0.00	6,616.13
21690	IRV01	IRVINE CONSULTING SERVICES, INC.	07/27/2015	0.00	2,384.00
21691	IRV02	IRVINE CONSULTING SERVICES, INC.	07/27/2015	0.00	65.00
21692	JAM03	MARTHA JAMISON	07/27/2015	0.00	100.00
21693	LAR02	PATRICK LARSON, III	07/27/2015	0.00	150.00
21694	LOM01	GLENNA LOMBARDI	07/27/2015	0.00	106.00
21695	MET06	METLIFE GROUP BENEFITS	07/27/2015	0.00	1,670.25
21696	MIS01	MISSION UNIFORM SERVICES INC.	07/27/2015	0.00	160.20
21697	MON07	MONTEREY COUNTY LAB	07/27/2015	0.00	2,082.00
21698	NAT02	NATIONAL METER & AUTOMATION	07/27/2015	0.00	926.83
21699	OFF01	OFFICE DEPOT	07/27/2015	0.00	1,158.32
21700	OFF02	OFFICIAL PAYMENTS CORPORATION	07/27/2015	0.00	150.00
21701	ONT01	ONTRAC	07/27/2015	0.00	478.85
21702	PAC06	PACIFICA COMMUNITY TV	07/27/2015	0.00	500.00
21703	PAR03	BARBARA PARKS	07/27/2015	0.00	200.00
21704	PAU01	PAULO'S AUTO CARE	07/27/2015	0.00	720.76
21705	PHI02	PHIL'S TIRE PROS	07/27/2015	0.00	923.71
21706	PIT04	PITNEY BOWES	07/27/2015	0.00	215.82
21707	POL01	POLLARDWATER.COM	07/27/2015	0.00	1,274.68
21708	PON02	ALAN PONG	07/27/2015	0.00	100.00
21709	POW02	MICHAEL POWERS	07/27/2015	0.00	100.00
21710	PSI01	PSI-PROCESS SOLUTIONS, INC	07/27/2015	0.00	3,453.68
21711	PUB01	PUB. EMP. RETIRE SYSTEM	07/27/2015	0.00	2,550.00
21712	PUM01	PUMP REPAIR SERVICE CO. INC.	07/27/2015	0.00	3,260.00
21713	RED01	RED WING SHOE STORE	07/27/2015	0.00	481.21
21714	RIC01	RICOH USA, INC.	07/27/2015	0.00	1,017.66
21715	RIC02	RICOH USA INC	07/27/2015	0.00	696.35
21716	ROB01	ROBERTS & BRUNE CO.	07/27/2015	0.00	16,162.13
21717	SAN03	SAN FRANCISCO WATER DEPT.	07/27/2015	0.00	248,449.22
21718	SAN05	SAN MATEO CTY PUBLIC HEALTH LA	07/27/2015	0.00	620.00

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
21719	SER03	SERVICE PRESS	07/27/2015	0.00	953.06
21720	SEW01	SEWER AUTH. MID- COASTSIDE	07/27/2015	0.00	570.00
21721	SRT01	SRT CONSULTANTS	07/27/2015	0.00	6,310.50
21722	TEA01	TEAMWRKX CONSTRUCTION, INC.	07/27/2015	0.00	34,762.59
21723	TET01	JAMES TETER	07/27/2015	0.00	12,871.90
21724	TUR04	SUSAN TURGEON	07/27/2015	0.00	50.00
21725	UB*01361	JOHN MC GUIRE	07/27/2015	0.00	53.43
21726	UB*01362	CELESTE CHIN	07/27/2015	0.00	8.03
21727	UB*01363	DANIEL DICKSON	07/27/2015	0.00	10.03
21728	UB*01364	NAYWON ZIMMER	07/27/2015	0.00	25.81
21729	UND01	UNDERGROUND SERVICE ALERT	07/27/2015	0.00	316.80
21730	UNI15	UNIVAR USA INC	07/27/2015	0.00	2,040.15
21731	UPS01	UPS STORE	07/27/2015	0.00	133.99
21732	USB01	U.S. BANK GLOBAL CORP TRUST SER	07/27/2015	0.00	258,519.66
21733	VER02	VERIZON WIRELESS	07/27/2015	0.00	630.90
21734	WSO01	WATER SYSTEMS OPTIMIZATION, IN	07/27/2015	0.00	13,960.00
21735	YAM02	RAYMOND YAMANE	07/27/2015	0.00	50.00
21736	BAY05	BAY AREA WATER SUPPLY &	07/31/2015	0.00	813.85
21737	CAL11	CALIFORNIA C.A.D. SOLUTIONS, INC	07/31/2015	0.00	2,625.00
21738	COM02	COMCAST	07/31/2015	0.00	184.40
21739	ICM01	INTERNATIONAL CITY MGMT ASSOC	07/31/2015	0.00	40.00
21740	MAS01	MASS MUTUAL FINANCIAL GROUP	07/31/2015	0.00	2,060.65
21741	PUB01	PUB. EMP. RETIRE SYSTEM	07/31/2015	0.00	12,227.05
21742	REP02	REPUBLIC SERVICES	07/31/2015	0.00	364.57
21743	RUD01	STEPHEN FRANCIS RUDDOCK	07/31/2015	0.00	1,971.00
21744	SAN20	SAN FRANCISCO FIRE CREDIT UNION	07/31/2015	0.00	100.00
21745	SCH06	TODD SCHMIDT	07/31/2015	0.00	600.00
21746	UB*01365	SEGUE CONSTRUCTION	07/31/2015	0.00	676.52
21747	VAL01	VALIC	07/31/2015	0.00	3,090.00
21748	WIE02	WIENHOFF & ASSOCIATES, INC.	07/31/2015	0.00	585.00
Report Total (134 checks):				0.00	931,447.83

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

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
OPERATING REVENUE									
1-0-4120-00	Water Revenue -All Areas	601,416.41	831,224.00	(229,807.59)	-27.6%	601,416.41	831,224.00	(229,807.59)	-27.6%
TOTAL OPERATING REVENUE		601,416.41	831,224.00	(229,807.59)	-27.6%	601,416.41	831,224.00	(229,807.59)	-27.6%
NON-OPERATING REVENUE									
1-0-4170-00	Water Taken From Hydrants	11,609.23	3,333.33	8,275.90	248.3%	11,609.23	3,333.33	8,275.90	248.3%
1-0-4180-00	Late Notice -10% Penalty	6,698.81	7,500.00	(801.19)	-10.7%	6,698.81	7,500.00	(801.19)	-10.7%
1-0-4230-00	Service Connections	833.00	833.00	0.00	0.0%	833.00	833.00	0.00	0.0%
1-0-4920-00	Interest Earned	706.67	637.50	69.17	0.0%	706.67	637.50	69.17	10.9%
1-0-4930-00	Tax Apportionments/Cnty Checks	14,133.62	15,000.00	(866.38)	-5.8%	14,133.62	15,000.00	(866.38)	-5.8%
1-0-4950-00	Miscellaneous Income	581.99	3,083.00	(2,501.01)	-81.1%	581.99	3,083.00	(2,501.01)	-81.1%
1-0-4955-00	Cell Site Lease Income	11,729.71	11,603.75	125.96	1.1%	11,729.71	11,603.75	125.96	1.1%
1-0-4965-00	ERAF REFUND -County Taxes	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-0-4990-00	Water Sales Refunded	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
TOTAL NON-OPERATING REVENUE		46,293.03	41,990.58	4,302.45	10.2%	46,293.03	41,990.58	4,302.45	10.2%
TOTAL REVENUES		647,709.44	873,214.58	(225,505.14)	-25.8%	647,709.44	873,214.58	(225,505.14)	-25.8%
OPERATING EXPENSES									
1-1-5130-00	Water Purchased	248,449.22	319,862.00	71,412.78	22.3%	248,449.22	319,862.00	71,412.78	22.3%
1-1-5230-00	Pump Exp, Nunes T P	2,578.74	2,458.00	(120.74)	-4.9%	2,578.74	2,458.00	(120.74)	-4.9%
1-1-5231-00	Pump Exp, CSP Pump Station	40,154.10	43,911.00	3,756.90	8.6%	40,154.10	43,911.00	3,756.90	8.6%
1-1-5232-00	Pump Exp, Trans. & Dist.	1,655.44	1,067.00	(588.44)	-55.1%	1,655.44	1,067.00	(588.44)	-55.1%
1-1-5233-00	Pump Exp, Pilarcitos Can.	350.82	187.00	(163.82)	-87.6%	350.82	187.00	(163.82)	-87.6%
1-1-5234-00	Pump Exp. Denniston Proj.	1,351.89	4,398.00	3,046.11	69.3%	1,351.89	4,398.00	3,046.11	69.3%
1-1-5235-00	Denniston T.P. Operations	664.43	1,464.00	799.57	54.6%	664.43	1,464.00	799.57	54.6%
1-1-5236-00	Denniston T.P. Maintenance	1,557.10	2,667.00	1,109.90	41.6%	1,557.10	2,667.00	1,109.90	41.6%
1-1-5240-00	Nunes T P Operations	2,570.39	5,704.00	3,133.61	54.9%	2,570.39	5,704.00	3,133.61	54.9%
1-1-5241-00	Nunes T P Maintenance	19,538.04	4,625.00	(14,913.04)	-322.4%	19,538.04	4,625.00	(14,913.04)	-322.4%
1-1-5242-00	CSP Pump Station Operations	656.57	708.00	51.43	7.3%	656.57	708.00	51.43	7.3%
1-1-5243-00	CSP Pump Station Maintenance	1,330.00	3,083.33	1,753.33	56.9%	1,330.00	3,083.33	1,753.33	56.9%
1-1-5250-00	Laboratory Services	3,180.85	3,333.00	152.15	4.6%	3,180.85	3,333.00	152.15	4.6%
1-1-5318-00	Studies/Surveys/Consulting	13,960.00	20,000.00	6,040.00	30.2%	13,960.00	20,000.00	6,040.00	30.2%
1-1-5321-00	Water Conservation	6,363.85	3,083.33	(3,280.52)	-106.4%	6,363.85	3,083.33	(3,280.52)	-106.4%
1-1-5322-00	Community Outreach	2,605.58	7,925.00	5,319.42	67.1%	2,605.58	7,925.00	5,319.42	67.1%
1-1-5325-00	Water Shortage Program	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5411-00	Salaries & Wages -Field	124,951.55	129,058.38	4,106.83	3.2%	124,951.55	129,058.38	4,106.83	3.2%
1-1-5412-00	Maintenance -General	21,155.59	22,375.00	1,219.41	5.4%	21,155.59	22,375.00	1,219.41	5.4%

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5414-00	Motor Vehicle Expense	4,209.95	4,638.00	428.05	9.2%	4,209.95	4,638.00	428.05	9.2%
1-1-5415-00	Maintenance -Well Fields	3,260.00	20,000.00	16,740.00	0.0%	3,260.00	20,000.00	16,740.00	83.7%
1-1-5610-00	Salaries/Wages-Administration	102,227.36	122,513.07	20,285.71	16.6%	102,227.36	122,513.07	20,285.71	16.6%
1-1-5620-00	Office Supplies & Expense	17,669.95	13,706.25	(3,963.70)	-28.9%	17,669.95	13,706.25	(3,963.70)	-28.9%
1-1-5621-00	Computer Services	5,518.35	8,650.00	3,131.65	36.2%	5,518.35	8,650.00	3,131.65	36.2%
1-1-5625-00	Meetings / Training / Seminars	1,220.00	2,000.00	780.00	39.0%	1,220.00	2,000.00	780.00	39.0%
1-1-5630-00	Insurance	15,824.42	16,250.00	425.58	2.6%	15,824.42	16,250.00	425.58	2.6%
1-1-5635-00	EE/Ret. Medical Insurance	36,373.18	43,954.75	7,581.57	17.2%	36,373.18	43,954.75	7,581.57	17.2%
1-1-5640-00	Employees Retirement Plan	61,729.11	58,306.38	(3,422.73)	-5.9%	61,729.11	58,306.38	(3,422.73)	-5.9%
1-1-5645-00	SIP 401K Plan	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5681-00	Legal	7,777.00	5,000.00	(2,777.00)	-55.5%	7,777.00	5,000.00	(2,777.00)	-55.5%
1-1-5682-00	Engineering	480.00	1,166.66	686.66	58.9%	480.00	1,166.66	686.66	58.9%
1-1-5683-00	Financial Services	0.00	5,000.00	5,000.00	0.0%	0.00	5,000.00	5,000.00	100.0%
1-1-5684-00	Payroll Tax Expense	16,818.02	17,660.32	842.30	4.8%	16,818.02	17,660.32	842.30	4.8%
1-1-5687-00	Membership, Dues, Subscript.	8,281.80	5,940.83	(2,340.97)	-39.4%	8,281.80	5,940.83	(2,340.97)	-39.4%
1-1-5688-00	Election Expenses	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5689-00	Labor Relations	0.00	500.00	500.00	100.0%	0.00	500.00	500.00	100.0%
1-1-5700-00	San Mateo County Fees	0.00	1,475.00	1,475.00	100.0%	0.00	1,475.00	1,475.00	100.0%
1-1-5705-00	State Fees	0.00	1,333.33	1,333.33	100.0%	0.00	1,333.33	1,333.33	100.0%
TOTAL OPERATING EXPENSES		774,463.30	904,003.63	129,540.33	14.3%	774,463.30	904,003.63	129,540.33	14.3%
CAPITAL ACCOUNTS									
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5715-00	Debt Srvc/CIEDB 11-099 (I-BANK)	258,519.66	257,971.00	(548.66)	0.0%	258,519.66	257,971.00	(548.66)	-0.2%
TOTAL CAPITAL ACCOUNTS		258,519.66	257,971.00	548.66	0.0%	258,519.66	257,971.00	(548.66)	-0.2%
TOTAL EXPENSES		1,032,982.96	1,161,974.63	128,991.67	11.1%	1,032,982.96	1,161,974.63	128,991.67	11.1%
NET INCOME				(385,273.52)				(385,273.52)	

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

RESERVE BALANCES

CAPITAL AND OPERATING RESERVE	\$2,181,140.29
RATE STABILIZATION RESERVE	\$250,000.00

TOTAL DISTRICT RESERVES	\$2,431,140.29
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ACCOUNT DETAIL

ACCOUNTS WITH FIRST NATIONAL BANK (FNB)	
CHECKING ACCOUNT	\$761,064.30
CSP T & S ACCOUNT	\$647,988.18

LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$1,021,457.81
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DISTRICT CASH ON HAND	\$630.00
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TOTAL ACCOUNT BALANCES	\$2,431,140.29
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This report is in conformity with CCWD's Investment Policy.

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

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

Month	Admin (General Legal Fees)	Water Supply Develpmnt	Transfer Program	CIP	Personnel	Water Shortage	Lawsuits	Infrastructure Project Review (Reimbursable)	TOTAL
Aug-14	2,145			715	1,494	3,752			8,105
Sep-14	4,054		314	143	5,092	1,516			11,119
Oct-14	2,571	1,087			2,034				5,691
Nov-14	3,277			114	4,111			429	7,931
Dec-14	2,460		290		3,793				6,542
Jan-15	1,373	286		57	1,372				3,088
Feb-15	2,660	1,773			1,483			823	6,739
Mar-15	1,411	1,470						1,352	4,233
Apr-15	2,205	88	1,697						3,990
May-15	2,543	559	3,415			4,204			10,720
Jun-15	6,115		554						6,670
Jul-15	5,824				718	1,235			7,777
TOTAL	36,637	5,263	6,270	1,030	20,096	10,706	0	2,604	82,605

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

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

Month	Admin & Retainer	CIP	Studies & Projects	TOTAL	Reimbursable from Projects
Aug-14	480	8,316		8,796	
Sep-14	240	7,445	180	7,865	180
Oct-14	480	13,394		13,874	
Nov-14	480	11,154	3,211	14,845	3,211
Dec-14	360		254	614	254
Jan-15	480		507	987	507
Feb-15	480			480	
Mar-15	480		254	734	254
Apr-15	480		1,014	1,494	1,014
May-15	649	7,192	423	8,264	423
Jun-15	544	16,999		17,543	
Jul-15	480	11,378	1,014	12,872	1,014
TOTAL	5,633	75,878	6,855	88,366	6,855

Calcon T&M Projects Tracking

Project No.	Name	Acct No.	Proposal Date	Approved Date	Project Budget	Billing Date						Project Total Billing	Project Budget Remaining	CIP Project		
						1/31/15	2/28/15	3/31/15	4/30/15	5/31/15	6/30/15					
CAL-13-EMG	Emergency Callout															
CAL-14-EMG	Emergency Callout											\$925.00				
CAL-13-00	Calcon Project Admin/Miscellaneous															
CAL-13-01	EG Tank 2 Recoating Project		9/30/13	10/8/13	\$8,220.00							\$8,837.50	-\$617.50	08-17		
CAL-13-02	Nunes Control System Upgrades		9/30/13	10/8/13	\$46,141.00							\$55,363.60	-\$9,222.60	FY13 CIP		
CAL-13-03	Win 911 and PLC Software		9/30/13	10/8/13	\$9,717.00							\$12,231.74	-\$2,514.74			
CAL-13-04	Crystal Springs Surge Tank Retrofit		11/26/13	11/27/13	\$31,912.21							\$66,572.54	-\$34,660.33	6-Dec		
CAL-13-05												\$0.00	\$0.00			
CAL-13-06	Nunes Legacy Backwash System Removal		11/25/13	11/26/13	\$6,516.75							\$6,455.00	\$61.75			
CAL-13-07	Denniston Backwash FTW Valves		11/26/13	11/27/13	\$6,914.21							\$9,518.28	-\$2,604.07			
CAL-14-01	Denniston Wash Water Return Retrofit		1/28/14	2/14/14	\$13,607.00							\$13,591.60	\$15.40			
CAL-14-02	Denniston Calrifier SCADA Data		4/2/14	4/7/14	\$4,125.00							\$4,077.50	\$47.50			
CAL-14-03	Nunes Surface Scatter Turbidimeter		4/2/14	4/7/14	\$2,009.50							\$0.00	\$2,009.50			
CAL-14-04	Phase I Control System Upgrade		4/2/14	4/7/14	\$75,905.56							\$44,459.14	\$31,446.42			
CAL-14-06	Miramar Control Panel		8/28/14	8/28/14	\$37,953.00							\$27,980.71	\$9,972.29			
CAL-14-08	SFWater Flow & Data Logger/Cahill Tank		8/20/2014	8/20/2014	\$1,370.00							\$1,372.00	-\$2.00			
CAL-15-01	Main Street Monitors											\$6,779.42	-\$6,779.42			
CAL-15-02	Denniston To Do List									\$1,600.00	\$1,330.00	\$2,930.00	-\$2,930.00			
CAL-15-03	Nunes & Denniston Turbidity Meters				\$6,612.50				\$405.00	\$5,428.26		\$5,833.26	\$779.24			
					\$244,391.23	\$0.00	\$0.00	\$0.00	\$7,184.42	\$7,028.26	\$1,330.00	\$266,002.29	-\$14,998.56			

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: August 11, 2015

Report

Date: August 3, 2015

Subject: Monthly Water Transfer Report

Recommendation:

None. For Board information purposes only.

Background:

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

Since the Board meeting in June 2015, four applications to transfer eleven (11) 5/8" (20 gpm) non-priority water service connections were approved. A spreadsheet reporting this transfer follows this report as well as the approval memorandum from Patrick Miyaki and the confirmation letter from Gina Brazil.

**WATER TRANSFERS APPROVED FOR THE 2015 CALENDAR YEAR
MONTH OF JULY 2015**

DONATING APN	RECIPIENT APN	PROPERTY OWNERS	# of CONNECTIONS	DATE
115-520-170	048-091-350	Charles J Keenan Tr to Jay & Catherine Walker	one -- 5/8"	July 2, 2015
115-520-170	047-271-200	Charles J Keenan Tr to James P Irizarry	eight -- 5/8"	July 2, 2015
115-520-170	056-082-160	Charles J Keenan Tr to Manuel & Cecilia Bertao	one -- 5/8"	July 2, 2015
115-520-170	056-105-150	Charles J Keenan Tr to Guillermo Castaneda & Paula Bueso-Inchausti	one -- 5/8"	July 27, 2015

Memorandum

TO: Gina Brazil
FROM: Patrick T. Miyaki
DATE: July 2, 2015
RE: **Application to Transfer Uninstalled Non-Priority Water Service Connection from Charles J. Keenan, III, Trustee to Jay and Catherine Walker**

Gina, I have reviewed the Application to transfer one 5/8-inch uninstalled non-priority water service connection from property owned by Charles J. Keenan, III, Trustee (APN 115-520-170) to property owned by Jay and Catherine Walker (APN 048-091-350).

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

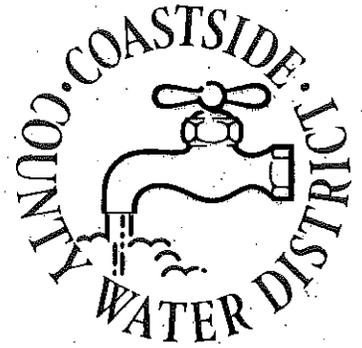
Please do not hesitate to contact me if you have any questions or want to discuss this matter in more detail.

PTM:ld

cc: David Dickson

July 8, 2015

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



and

Jay W. and Catherine J. Walker
100 Mirada Road
Half Moon Bay, CA 94019

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

Dear Property Owners:

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

- APN 115-520-170 continues to have the rights to seventy-three (73) 5/8" (20 gpm) non-priority water service connections from the Coastside County Water District; and
- APN 048-091-350- now has a one 5/8" (20 gpm) non-priority water service connection assigned to it from the Crystal Springs Project.

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

Sincerely,

A handwritten signature in cursive script that reads "Gina Brazil".

Gina Brazil
Office Manager

cc: David Dickson, General Manager

Memorandum

TO: Gina Brazil
FROM: Patrick T. Miyaki
DATE: July 2, 2015
RE: **Application to Transfer Uninstalled Non-Priority Water Service Connections from Charles J. Keenan, III, Trustee to James P. Irizarry**

Gina, I have reviewed the Application to transfer eight 5/8-inch uninstalled non-priority water service connections from property owned by Charles J. Keenan, III, Trustee (APN 115-520-170) to property owned by James P. Irizarry (APN 047-271-200).

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

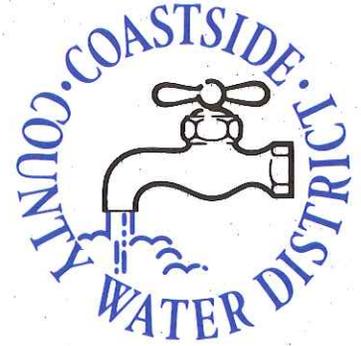
Please do not hesitate to contact me if you have any questions or want to discuss this matter in more detail.

PTM:ld

cc: David Dickson

July 13, 2015

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



and

James P. Irizarry
1200 Bear Gulch Road
Redwood City, CA 94062-4439

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

Dear Property Owners:

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

- APN 115-520-170 continues to have the rights to sixty-five (65) 5/8" (20 gpm) non-priority water service connections from the Coastside County Water District; and
- APN 047-271-200 now has eight (8) -- 5/8" (20 gpm) non-priority uninstalled water service connection assigned to it from the Crystal Springs Project. This parcel also has one - 5/8" existing non-priority uninstalled water service connection that is assigned to it. **With approval of this water transfer, this parcel will now have a total of nine (9) - 5/8" uninstalled water service connections assigned to it from the Crystal Springs project.**

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

Sincerely,

Gina Brazil
Office Manager

cc: David Dickson, General Manager

Memorandum

TO: Gina Brazil
FROM: Patrick T. Miyaki
DATE: July 2, 2015
RE: **Application to Transfer Uninstalled Non-Priority Water Service Connection from Charles J. Keenan, III, Trustee to Manuel and Cecilia Bertao**

Gina, I have reviewed the Application to transfer one 5/8-inch uninstalled non-priority water service connection from property owned by Charles J. Keenan, III, Trustee (APN 115-520-170) to property owned by Manuel and Cecilia Bertao (APN 056-082-160).

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

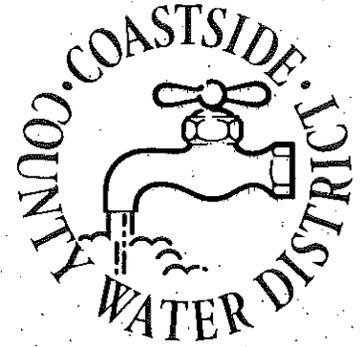
Please do not hesitate to contact me if you have any questions or want to discuss this matter in more detail.

PTM:ld

cc: David Dickson

July 8, 2015

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



and

Manuel and Cecilia Bertao
435 Beach Avenue
Half Moon Bay, CA 94019

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

Dear Property Owners:

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

- APN 115-520-170 continues to have the rights to seventy-four (74) 5/8" (20 gpm) non-priority water service connections from the Coasts County Water District; and
- APN 056-082-160- now has a one 5/8" (20 gpm) non-priority water service connection assigned to it from the Crystal Springs Project.

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

Sincerely,

A handwritten signature in cursive script that reads "Gina Brazil".

Gina Brazil
Office Manager

cc: David Dickson, General Manager

Memorandum

TO: Gina Brazil
FROM: Patrick T. Miyaki
DATE: July 23, 2015
RE: **Application to Transfer Uninstalled Non-Priority Water Service Connection from Charles J. Keenan III (c/o Joyce Yamigiwa) to Guillermo Castaneda**

Gina, I have reviewed the Application to transfer one 5/8-inch uninstalled non-priority water service connection from property owned by Charles J. Keenan III (c/o Joyce Yamigiwa) (APN 115-520-170) to property owned by Guillermo Castaneda (APN 056-105-150).

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

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

PTM:slh

cc: David Dickson

.

July 27, 2015



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

and

Guillermo Castaneda & Paula Bueso-Inchausti
3647 Bryant Street
Palo Alto, CA 94306

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

Dear Property Owners:

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

- APN 115-520-170 continues to have the rights to sixty-four (64) 5/8" (20 gpm) non-priority water service connections from the Coastside County Water District; and
- APN 056-105-150- now has a one 5/8" (20 gpm) non-priority water service connection assigned to it from the Crystal Springs Project.

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

Sincerely,

A handwritten signature in blue ink that reads "Gina Brazil". The signature is fluid and cursive.

Gina Brazil
Office Manager

cc: David Dickson, General Manager

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, July 14, 2015

- 1) **ROLL CALL:** President Chris Mickelsen called the meeting to order at 7:01 p.m. Present at roll call: Vice-President Arnie Glassberg, Directors Ken Coverdell and Glenn Reynolds. Director Steve Flint was absent.

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

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending June 30, 2015:
Claims: \$523,615.56; Payroll: \$88,218.64 for a total of \$611,834.20
➤ *June 2015 Monthly Financial Claims reviewed by Vice-President Glassberg*
- B. Acceptance of Financial Reports
- C. Approval of Minutes of June 9, 2015 Regular Board of Directors Meeting
- D. Approval of Minutes of June 30, 2015 Special Board of Directors Meeting
- E. Installed Water Connection Capacity and Water Meters Report
- F. Total CCWD Production Report
- G. CCWD Monthly Sales by Category Report - June 2015
- H. June 2015 Leak Report
- I. Rainfall Reports
- J. San Francisco Public Utilities Commission Hydrological Report for May 2015
- K. San Francisco Public Utilities Commission Hydrological Report for June 2015

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

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

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

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

Director Reynolds reported that he had attended a recent American Water Works Association (AWWA) meeting in Anaheim and shared the latest developments with automatic meter reading. Vice-President Glassberg stated that he had attended a recent impressive tour of Hetch Hetchy.

6) GENERAL BUSINESS

A. Award of Contract - Ventura/Washington Pipeline Replacement Project

Mr. Dickson explained that this project to replace the current cast iron pipeline is being pursued at this time due to the City of Half Moon Bay's plans to carry out extensive reconstruction of the deteriorated pavement on Ventura and Washington Streets in Miramar. Replacing this pipeline now will ensure that the new paving will not be compromised by main breaks, leak repairs, or new line construction. He advised that four bids were submitted, with the lowest being from Andreini Brothers, Inc. in the sum of \$396,571, and recommended that the Board approve the award of contract.

ON MOTION BY Director Coverdell and seconded by President Mickelsen, the Board voted as follows, by roll call vote, to authorize the General Manager to execute a contract with Andreini Bros., Inc. for the Ventura/Washington Pipeline Replacement Project at a lump-sum of \$396,571:

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

B. Approval of Class Specifications for Utility Billing Specialist and Water Efficiency Specialist

Mr. Dickson reviewed the background, explaining details of the two new positions discussed with the Board during the budget process and funded in the approved FY2015-2016 expense budget. Brief discussion ensued about the positions, with Mr. Dickson answering a few questions from the Board members.

ON MOTION BY Vice-President Glassberg and seconded by Director Reynolds, the Board voted as follows, by roll call vote, to approve the Class Specifications for the new Utility Billing Specialist and Water Efficiency Specialist positions:

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

C. Fiscal Year 2015-2016 Salary Schedule

Mr. Dickson explained that CalPERS requires that the Board approve a comprehensive District salary schedule showing current salary or salary range for every position.

ON MOTION BY Director Coverdell and seconded by Director Reynolds, the Board voted as follows, by roll call vote, to approve the Fiscal Year 2015-2016 Salary Schedule, effective July 1, 2015:

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

D. Fiscal 2014-2015 Year End – Preliminary Results

This was an informational agenda item. Ms. Rogren referenced the Period Budget Analysis and summarized the Fiscal Year 2014-2015 results. She reviewed items estimated to be near breakeven with the original budget, including water revenue, non-operating revenue, expenses, and contributions to reserves and the Capital Improvement Program.

E. Appointment of Recycled Water Committee

President Mickelsen introduced this agenda item, commenting that due to the renewed interest in recycled water in the community, he agreed with Mr. Dickson's recommendation to consider establishing a Recycled Water Advisory Committee. He suggested that since Director Coverdell served as the District's representative on the interagency group that successfully developed the Guiding Principles, he also serve as a member of this new Recycled Water Committee, and he appointed Vice-President Glassberg as the second member.

Mr. Dickson stated that this Recycled Water Committee would supersede the recycled water committee of some years ago, which had been dropped for lack of activity and due to members leaving the Board. Mr. Dickson then clarified that the purpose of this advisory committee is to proceed with and further the objectives in the guiding principles for recycled water that were approved by the District in January of this year and that all of the Sewer Authority Mid-Coastside (SAM) member agencies and the SAM Board have approved as well.

F. Consider approval of Resolution 2015-09 Establishing Appropriations Limit Applicable to District during Fiscal year 2015-2016

Mr. Dickson reported that the District must review the appropriations limit applicable to it annually and that the appropriations limit is the maximum amount of proceeds of taxes which the District can appropriate during the fiscal year. He also advised that because the appropriations limit is far in excess of the amount of proceeds from taxes available to the District, the increase will not have any effect upon the District's budget this year or in the foreseeable future.

ON MOTION BY Vice-President Glassberg and seconded by President Mickelsen, the Board voted as follows, by roll call vote, to adopt Resolution 2015-09 Establishing the Appropriations Limit Applicable to the District During Fiscal Year 2015-2016:

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

G. California Special Districts Association (CSDA) - 2015 Board Election - Coastal Network - Seat A

Director Reynolds commented that out of the three candidates, he was most impressed with the candidate Robert "Bob" Blair's submission of a candidate statement. A brief discussion ensued, and the consensus of the Board was to designate Bob Blair for the position.

ON MOTION BY Director Reynolds and seconded by President Mickelsen, the Board voted as follows, by roll call vote, to cast the District's vote in support of Robert (Bob) Blair to serve as a representative to the California Special Districts Association (CSDA) Board of Directors Seat A on the Coastal Network:

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

7) GENERAL MANAGER'S REPORT AND MONTHLY INFORMATIONAL REPORTS

Mr. Dickson reported on the recent two-day Hetch Hetchy tour that he had attended.

A. Operations Report - Mr. Guistino was not present at the meeting, but Mr. Dickson answered a few questions from the Board members regarding the recent pipeline leaks.

B. Water Resources Report - Ms. Brennan informed the Board of the District's recent outreach efforts to advise customers of the new rules and regulations regarding water use. Mr. Dickson commended Ms. Brennan for the production of the District's recent Consumer Confidence Report, which he added was a very attractive and professional looking informational report.

8) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

Director Reynolds and President Mickelsen mentioned that they are both unable to attend the District's August Board meeting.

9) ADJOURNMENT - The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the District

Arnie Glassberg, Vice-President
Board of Directors

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

MONDAY, JULY 27, 2015

- 1) **ROLL CALL** - President Chris Mickelsen called the meeting to order at 5:00 p.m. Present at roll call: Directors Ken Coverdell and Vice-President Arnie Glassberg. Director Glenn Reynolds arrived at 5:15 p.m. and Director Flint arrived at 5:23 p.m. Also present were: David Dickson, General Manager; Patrick Miyaki, Legal Counsel; JoAnne Whelen, Administrative Assistant/Recording Secretary; and Cathleen Brennan, Water Resources Analyst.

Members of the audience included Clemens Heldmaier, Bruce Russell, and Craig Lichty and Joel Faller from Kennedy/Jenks.

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC COMMENT**

Clemens Heldmaier – Montara Water & Sanitary District General Manager/Sewer Authority
Mid-Coast side Acting Manager – 888 Cabrillo Highway, Montara, CA

Mr. Heldmaier recommended that all interested parties focus on the Guiding Principles for the Recycled Water Project, which was executed earlier this year by the member agencies and commented that he was very pleased to see that the Coastside County Water District (CCWD) is proceeding with a plan and taking action to move the project forward and would encourage the SAM Board to do the same.

Bob Feldman – Half Moon Bay, CA - Commented that he had been a member of the CCWD Board of Directors in 2010 when a Memorandum of Understanding was executed, but had not “held his breath” to see if the project would be completed. He noted that he was encouraged to see this progress among the agencies and recommended that the agencies continue to collaborate and work together to bring recycled water to the community, especially given the fact that there is already a customer interested in receiving the water.

4) GENERAL BUSINESS

A. Staff Presentation – Recycled Water Project Background and Next Steps

Mr. Dickson thanked the Board for making themselves available on short notice to attend this important meeting to pursue the opportunity to move forward with recycled water. He noted that agreeing on the Guiding Principles for Recycled Water was a positive step resulting from a lot of hard work in the Fall of 2014 by members of the recycled water committee, including Director Coverdell. He also gave credit to former HMB Councilmember, Allan Alifano for his role in maintaining continued interest in the project.

Mr. Dickson then reviewed the background of some of the Guiding Principles. He explained what the Phase 1 Project would entail, which including a recycled water treatment facility at the SAM plant and a transmission and distribution system to deliver recycled water to Ocean Colony Partner’s golf courses and other District customers. He concluded by reviewing the next steps to pursue the Phase 1 Water Recycled Project.

B. Professional Services Agreement with Kennedy/Jenks Consultants for Recycled Water Technical Support

Mr. Dickson introduced Craig Lichty, P.E., Principal-In-Charge/Project Manager, and Joel Faller, P.E., Vice President, of Kennedy/Jenks Consultants. Mr. Lichty presented the firm’s credentials, emphasizing their expertise in recycled water, and reviewed a list of some of the firm’s clients and project experience. After he summarized the support services tasks for the proposed Phase 1 of the Project, he and Mr. Faller answered questions from the Board. The Board expressed their appreciation for the thorough proposal and presentation from Kennedy/Jenks.

ON MOTION BY Director Glassberg and seconded by President Mickelsen, the Board voted, by roll call vote, to authorize the General Manager to execute a Professional Services Agreement with Kennedy/Jenks Consultants for technical support in developing Phase 1 of the Recycled Water Project, with a not-to-exceed budget of \$50,000:

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

Director Coverdell stated that he was delighted with the motivation at the Board level and added that he agreed with Mr. Dickson's comments that it was important to recognize that there has been a long history of what did not transpire with the proposed recycled water project. He also agreed that it would be beneficial to leave that history behind and for all of the agencies to consider this as day one, acknowledging that there is now a very positive and motivated environment, with the right group of people and a shared emphasis in moving forward.

5) ADJOURNMENT

The Special Board meeting was adjourned at 5:50 p.m.

Respectfully submitted,

David R. Dickson, General Manager

Arnie Glassberg, Vice-President
Board of Directors

Fiscal Year 2016 Water Service Installations

FY 2016

APN	Name	Install Address	City/Community	Meter Size	Type	Date Installed	Notes
048-211-060	Taffera, Anthony	421 Wave Ave	HMB	5/8"	dom	10-Jul-15	with 1" fire
056-141-700	Belloni, Paula	456-458 Oak Street	HMB	5/8"	dom	31-Jul	second unit meter
064-092-550	Shaw, Dan	401 Filbert Street	HMB	1"	fire	4-Aug-15	fire only

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2016

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	0.00	0.00	0.00	0.00	57.33	57.33	2.57	54.76
AUG								
SEPT								
OCT								
NOV								
DEC								
JAN								
FEB								
MAR								
APR								
MAY								
JUN								
TOTAL	0.00	0.00	0.00	0.00	57.33	57.33	2.57	54.76
% MONTHLY TOTAL	0.00%	0.00%	0.00%	0.00%	100.00%	100.00%	4.48%	95.52%
% ANNUAL TO DATE TOTAL	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%	4.48%	95.5%

Local vs Imported-month 0.0% 100.0% CCWD vs SFPUC- month 0.00% 100.0%

Local vs Imported-annua 0.0% 100.0% CCWD vs SFPUC- annual 0.0% 100.0%

Local Source Imported Source

12 Month Running Treated Total 610.94

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2015

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

denotes estimated due to faulty SFPUC meter

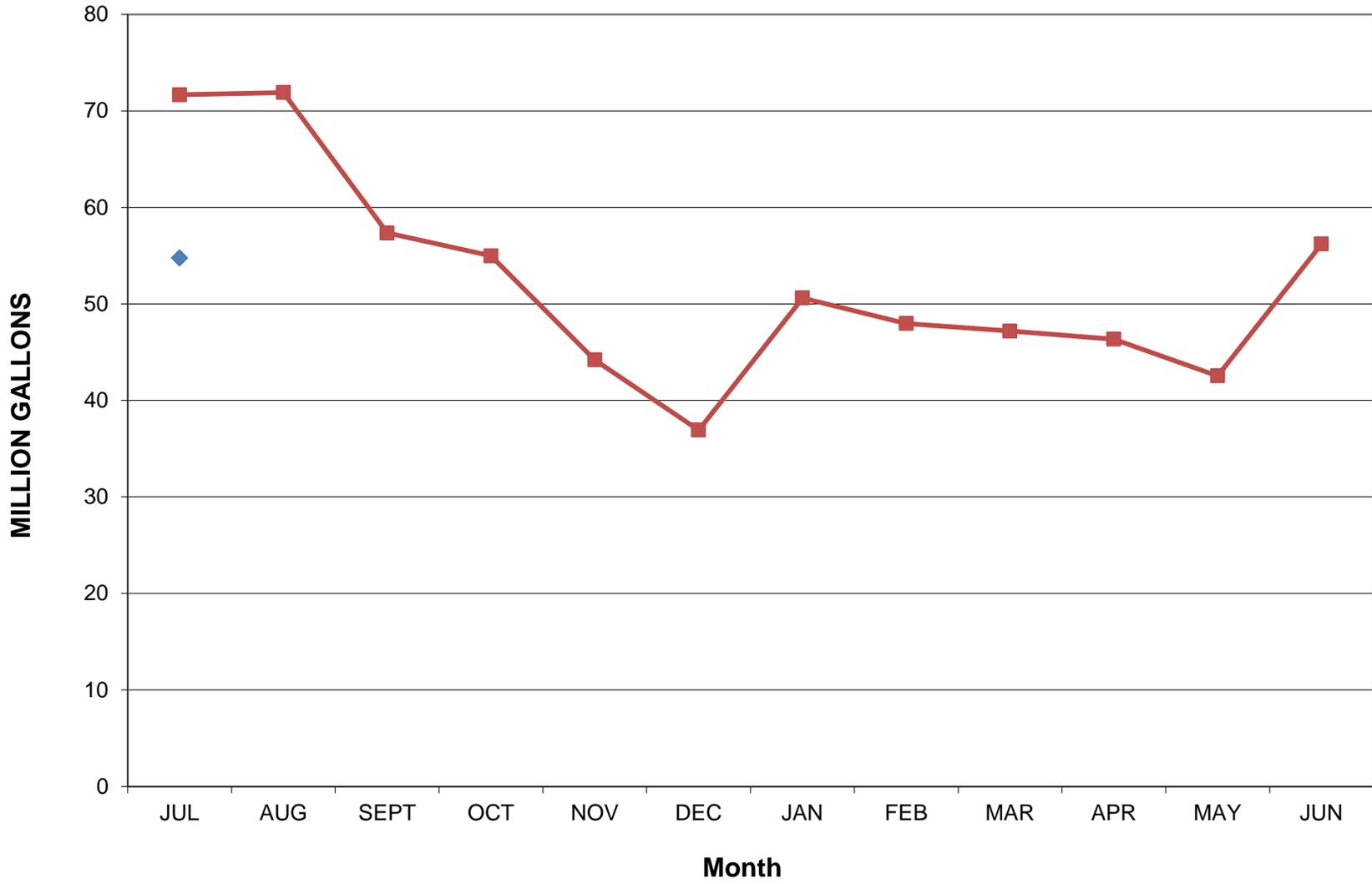
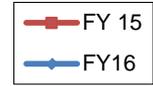
COASTSIDE COUNTY WATER DISTRICT

Predicted vs Actual Production - All Sources FY 16

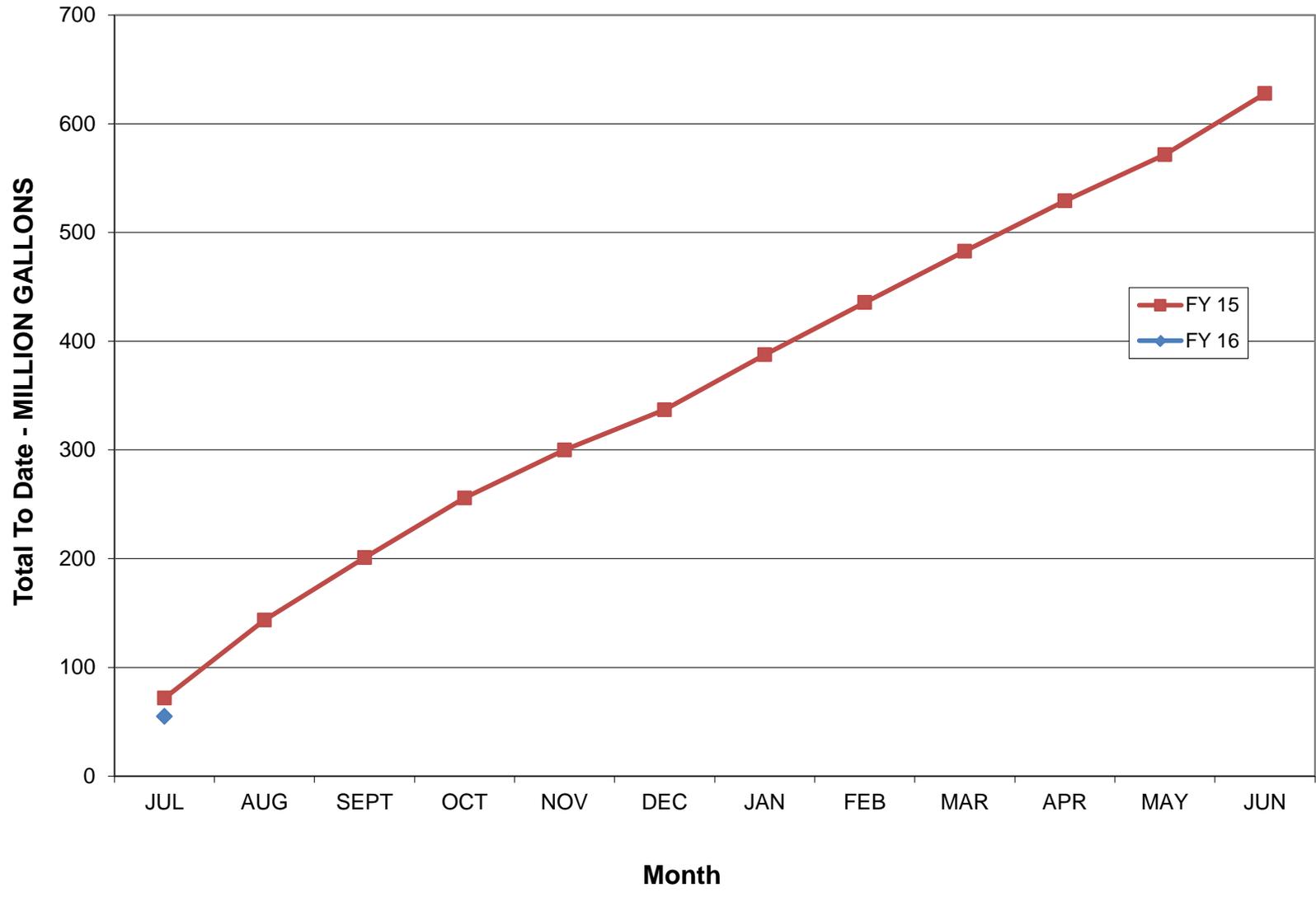
	Denniston Surface			Denniston Wells			Pilarcitos Wells			Pilarcitos Surface			SFWD CSP			SFWD Total	
	Actual MG	Predicted MG	pred-act	Actual MG	Predicted	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG
Jul-15	0.00	2.32	2.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	57.33	62.94	5.61	57.33	62.94
Aug-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	65.62
Sep-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	52.90
Oct-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	50.89
Nov-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	35.50
Dec-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	23.90
Jan-16			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	36.69
Feb-16			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	21.17
Mar-16			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	29.63
Apr-16			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	41.61
May-16			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	62.06
Jun-16			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	58.53
MG Totals	0.00	2.32	2.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	57.33	62.94	5.61	57.33	541.44

	Actual non SFPUC	Predicted non SFPUC	Actual SFPUC	Predicted SFPUC	TOTAL Actual	TOTAL Predicted	TOTAL Pred-act
	0.00	2.32	57.33	62.94	57.33	65.26	7.93
% Total	0.00%	3.55%	100.00%	96.45%	87.85%		

Monthly Production FY 14 vs FY 15



Cumulative Production FY 15 vs.FY14



Plant Water Use*			Unmetered Water					2015			MG	
	Denniston Plant	Nunes Plant	Total	Main Flushing	Detector Checks*	Main Breaks	Fire Dept	Miscellaneous	Tank Level Difference	Total		
JAN	1.360	1.510	2.870	0.012	0.006	0.118	0.000	0.014	0.146	3.165		
FEB	1.030	1.240	2.270	0.000	0.010	0.000	0.000	0.014	0.066	2.359		
MAR	1.350	1.440	2.790	0.000	0.006	0.020	0.000	0.014	-0.129	2.701		
APR	1.240	1.510	2.750	0.000	0.010	0.014	0.100	0.014	-0.351	2.537		
MAY	0.020	1.580	1.600	0.000	0.007	0.299	0.000	0.014	-0.270	1.650		
JUN	2.090	0.000	2.090	0.000	0.025	0.105	0.000	0.014	0.669	2.904		
JUL	0.000	2.440	2.440	0.000	0.010	0.097	0.006	0.014	0.004	2.571		
AUG										0.000		
SEP										0.000		
OCT										0.000		
NOV										0.000		
DEC										0.000		
TOTAL	7.09	9.72	16.81	0.01	0.07	0.65	0.11	0.10	0.13	17.89		

Coastside County Water District Monthly Leak Report

ID	Date Reported Discovered	Date Repaired	Location	Pipe Class	Pipe Size & Type	Estimated Water Loss (Gallons)*	Equipment Costs	Material Costs	Employee hours		Labor Costs	Total Costs
									Staff	Hours		
1	7/1/2015	7/1/15	623 Terrace Ave HMB						2 day leak			
				M	8" DI	49,000	\$4,650.00	\$6,000.00			\$4,600	\$15,250.00
2	7/7/2015	7/7/2015	794 Johnston ST HMB									
				M	2" Galv.	2,000	\$500.00	\$700.00	4	2.5	\$500	\$1,700.00
3	7/9/2015	7/10/2015	633 Silver ST HMB									
				M	8" DI	3,000	\$800.00	\$500.00	4	4	\$800	\$2,100.00
4	7/11/2015	7/11/2015	225 Mirada St Miramar						OverTime			
				S	1" PL	6,000	\$675.00	\$150.00	3	4.5	\$1,013	\$1,837.50
5	7/12/2015	7/12/2015	21 Purissima Mirmar						OverTime			
				S	1" PL	2,000	\$200.00	\$175.00	2	2	\$600	\$975.00
6	7/18/2015	7/18/2015	447 Laurel Ave									
				M	4" CI	30,000	\$800.00	\$600.00	5	6.5	\$1,950	\$3,350.00
7	7/27/2015	7/27/2015	335 Coronado Ave Miramar						some overtime			
				M	6" DI	5,000	\$975.00	\$750.00	5	6.5	\$1,250	\$2,975.00
8												
												\$0.00

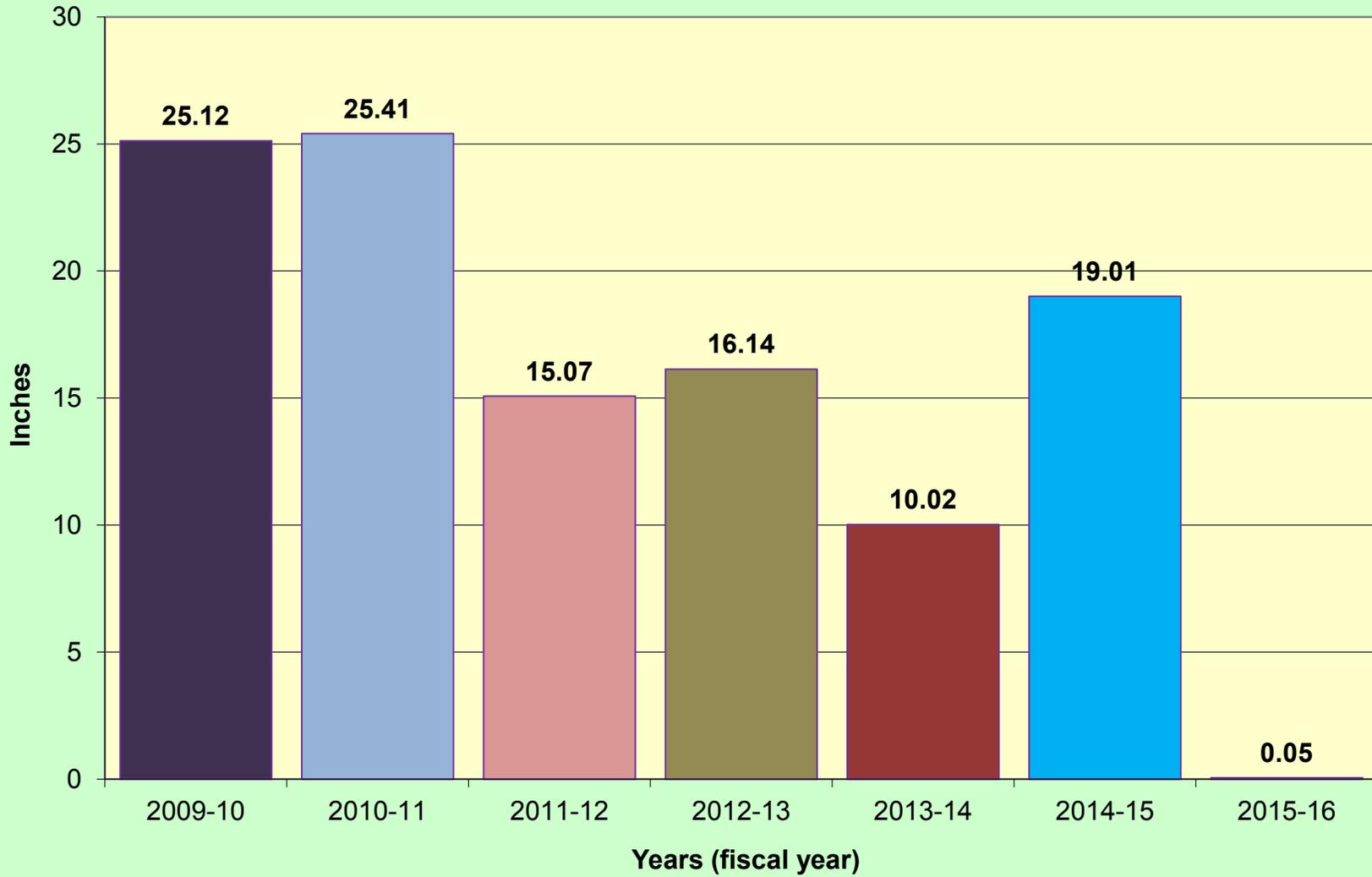
Totals	97,000	\$7,800.00	\$8,875.00	23	26	\$8,763	\$28,187.50
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*includes 1,000 gallons for mains to daylight plus 1,000 gallons to flush mains or 100 gallons to flush services

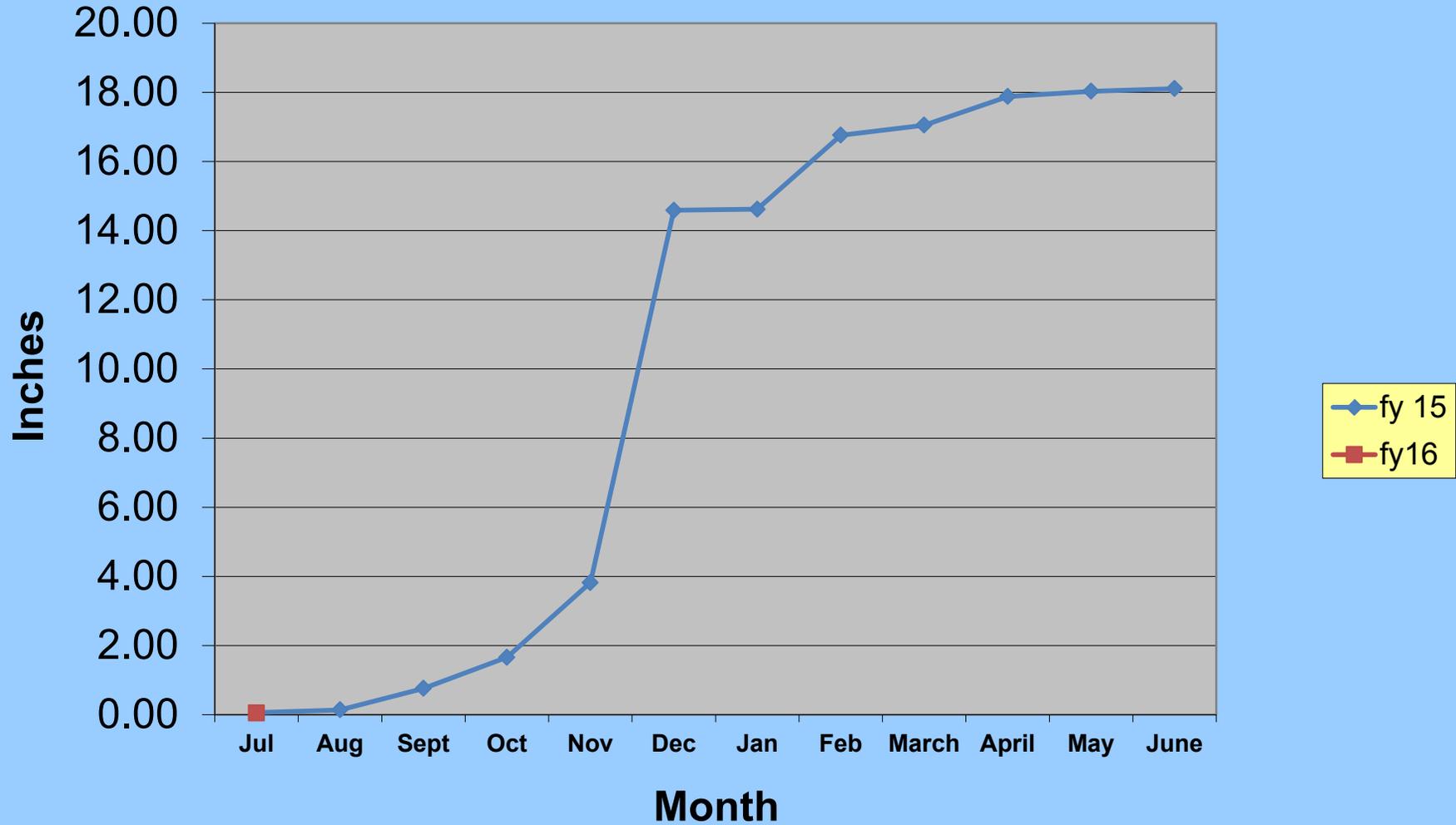
Staff x hours = 598

Rain Totals

Fiscal Years 10 - 16



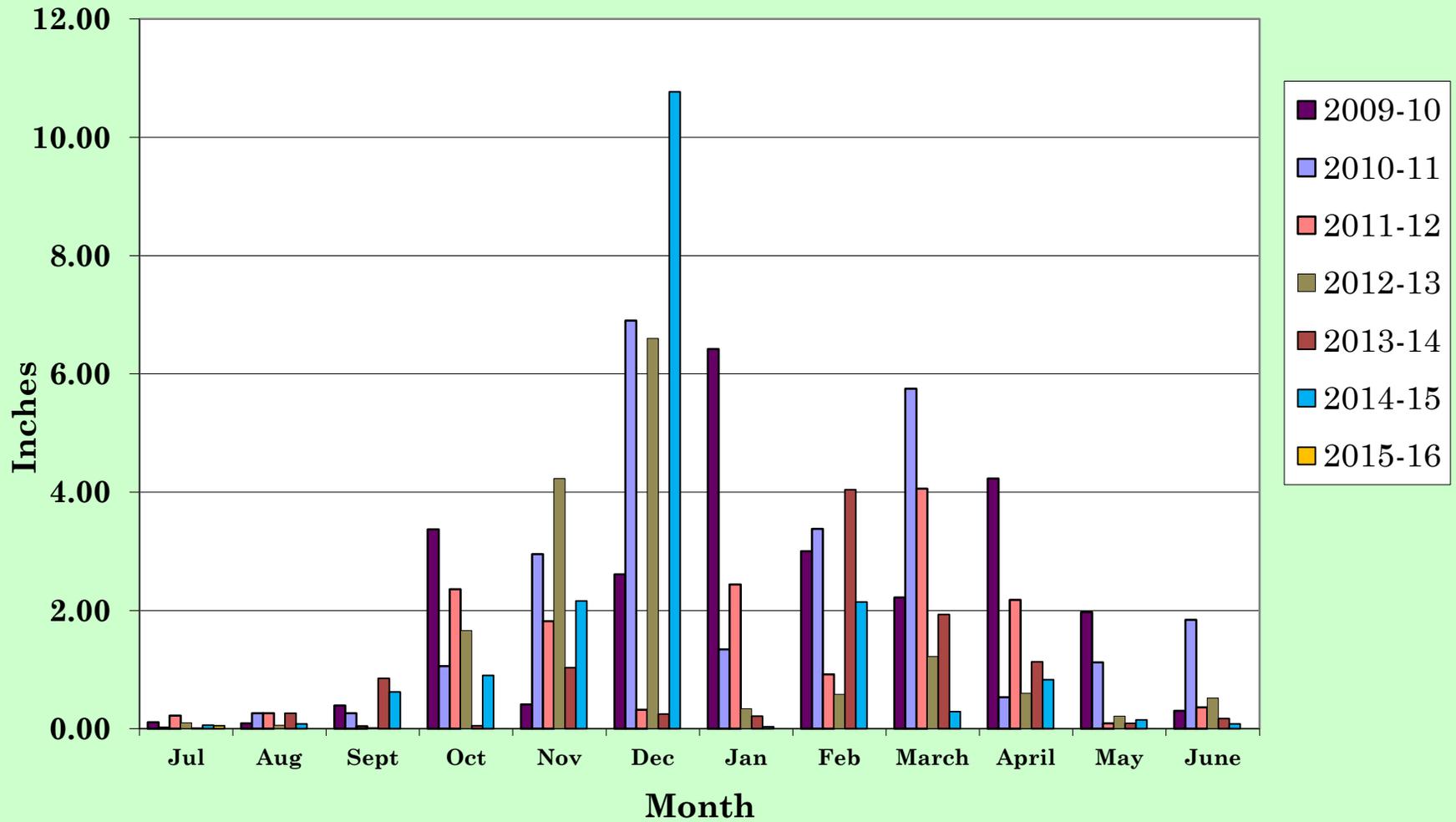
Rainfall Total Comparison Fiscal Years 15 and 16



Coastside County Water District

Rainfall by Month

Fiscal Years 09 - 15



MONTHLY CLIMATOLOGICAL SUMMARY for JUL. 2015

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

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

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	60.2	68.3	2:30p	54.6	7:00a	5.1	0.3	0.00	1.2	9.0	10:30a	W
2	61.3	70.0	12:30p	57.0	6:00a	4.0	0.3	0.00	1.8	12.0	12:30p	WSW
3	61.1	66.5	2:00p	58.5	5:00a	4.0	0.1	0.00	1.6	12.0	3:00p	WSW
4	61.2	66.5	2:30p	57.2	7:00a	3.9	0.0	0.00	1.7	10.0	2:30p	WSW
5	63.4	71.3	1:00p	58.2	6:00a	2.8	1.2	0.01	3.0	13.0	12:30p	WSW
6	63.4	69.1	5:00p	59.0	7:00a	2.4	0.8	0.00	1.5	10.0	10:30a	W
7	64.6	71.5	12:30p	60.0	10:00p	1.7	1.3	0.00	1.8	12.0	2:00p	W
8	62.3	69.0	3:00p	59.8	11:30p	3.0	0.3	0.00	2.1	11.0	4:30p	W
9	61.9	67.9	12:30p	58.2	6:00a	3.4	0.2	0.02	2.3	12.0	1:00p	WSW
10	63.2	69.6	2:00p	58.0	11:30p	2.5	0.7	0.00	1.5	11.0	3:30p	W
11	63.6	70.8	3:30p	58.2	6:30a	2.7	1.2	0.00	1.5	11.0	11:00a	W
12	64.6	72.7	3:00p	58.0	2:30a	2.3	1.8	0.00	1.4	11.0	3:30p	W
13	64.1	68.2	2:30p	61.5	12:00m	1.5	0.6	0.00	2.0	13.0	4:00p	W
14	60.8	64.2	3:00p	58.8	7:30a	4.2	0.0	0.01	1.9	13.0	6:00p	W
15	61.2	66.5	5:00p	58.4	5:30a	3.9	0.0	0.01	2.2	11.0	11:00a	WSW
16	62.7	70.4	2:00p	58.1	6:30a	3.2	0.9	0.00	2.5	16.0	1:00p	WSW
17	62.6	68.8	1:30p	58.5	6:30a	3.0	0.6	0.00	2.0	12.0	2:00p	WSW
18	65.1	74.0	3:00p	57.7	1:00a	2.4	2.4	0.00	2.3	13.0	10:30a	WSW
19	68.4	83.8	12:30p	56.7	3:00a	2.0	5.5	0.00	1.5	14.0	10:00a	W
20	64.3	69.6	9:30a	60.6	6:00a	1.7	1.0	0.00	1.6	12.0	3:00p	W
21	61.2	64.1	3:00p	59.5	4:30a	3.8	0.0	0.00	1.3	10.0	12:30p	W
22	61.7	64.0	4:30p	60.1	6:30a	3.3	0.0	0.00	2.4	10.0	3:30p	W
23	61.4	66.4	5:00p	58.6	11:30p	3.7	0.0	0.00	1.9	11.0	5:30p	W
24	62.7	69.1	3:00p	58.1	5:30a	2.9	0.6	0.00	2.0	14.0	2:00p	W
25	60.9	64.1	3:00p	58.2	4:30a	4.1	0.0	0.00	0.8	10.0	5:30p	W
26	61.9	66.6	2:30p	56.7	12:00m	3.1	0.1	0.00	2.0	11.0	1:00p	WSW
27	60.0	67.1	2:30p	53.1	7:00a	5.2	0.2	0.00	1.4	13.0	3:30p	W
28	62.1	74.5	2:30p	49.9	6:00a	5.2	2.4	0.00	1.1	9.0	1:30p	W
29	60.9	70.3	3:00p	51.5	6:00a	4.8	0.7	0.00	1.6	11.0	4:00p	WSW
30	62.9	68.5	4:00p	59.5	7:00a	2.6	0.5	0.00	1.4	11.0	2:30p	WSW
31	63.4	67.5	2:30p	60.3	7:00a	1.9	0.3	0.00	0.9	10.0	2:30p	W
	62.6	83.8	19	49.9	28	100.3	24.0	0.05	1.7	16.0	16	W

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

Max Rain: 0.02 ON 07/09/15

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

Heat Base: 65.0 Cool Base: 65.0 Method: Integration

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Cathleen Brennan, Water Resources Analyst
Via David Dickson, General Manager

Agenda: August 11, 2015

Report Date: August 5, 2015

Subject: West Yost Associates Proposal for Assistance with District's 2015 Urban Water Management Plan

Recommendation: Authorize the General Manager to execute a contract with West Yost Associates for assistance with preparation of the District's 2015 Urban Water Management Plan, for a time-and-materials cost not to exceed \$51,600.

Background:

Urban Water Management Plans (UWMP) are prepared by California's urban water suppliers to support their long-term resource planning and to ensure adequate water supplies. Every urban water supplier that either provides over 3,000 acre-feet of water annually or serves 3,000 or more connections is required to assess the reliability of its water sources over a 20 year planning horizon. This assessment considers normal, dry and multiple dry years and is to be included in the UWMP every five years. The Department of Water Resources (DWR) reviews the submitted plans to make sure water suppliers have completed the requirements identified in the Urban Water Management Planning Act.

2015 UWMP:

Staff recommends using West Yost Associates (West Yost), a leading water resources planning firm, to assist the district in publishing a 2015 UWMP that meets the Urban Water Management Plan Act requirements. West Yost did an excellent job of assisting the District with preparation of the 2010 UWMP, and their knowledge of the District will benefit our 2015 efforts.

The UWMP work plan involves significant District staff effort, along with the assistance that West Yost will provide. The attached proposal from West Yost outlines their work scope and provides a time-and-materials cost estimate of \$51,600.

Fiscal Impact:

Cost of \$51,600 in FY2015-2016.



July 28, 2015

SENT VIA: EMAIL

Ms. Cathleen Brennan
Water Resources Analyst
Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019

SUBJECT: Proposal for Engineering Services – Assistance with Preparation of 2015 Urban Water Management Plan Update

Dear Cathleen:

Per your request, presented herein is West Yost Associates' (West Yost) proposal to provide the Coastside County Water District (District) with engineering services related to assisting District staff with the preparation of your 2015 Urban Water Management Plan (UWMP) Update.

As you know, UWMPs have evolved from a basic regulatory requirement to an important planning tool for water agencies in California to illustrate that they have a plan for meeting the future water demands within their service area. This issue is of particular concern to the District, which is highly dependent on purchased water supplies from the San Francisco Public Utilities Commission (SFPUC), but also has local supplies including local groundwater and surface water. The use of these available supplies must be carefully managed and optimized to reliably meet the needs of the District's existing and future customers.

The 2015 UWMP Update will also have to be closely integrated with the District's other existing plans and on-going projects, as well as be coordinated with the SFPUC and the Bay Area Water Supply and Conservation Agency (BAWSCA). Lastly, the District's 2015 UWMP will need to comply with new requirements for 2015 UWMPs as specified in the California Water Code and in the Guidebook for the Preparation of 2015 UWMPs which is currently being prepared by the California Department of Water Resources (DWR) and is anticipated to be finalized in September 2015.

Our proposed Scope of Work is described below.

BASIC SCOPE OF WORK

Task 1: Attend Meetings with District Staff

Task 1-1: Attend Kick-off Meeting and Develop Plan Preparation Strategy

Upon receiving Notice to Proceed, West Yost will schedule a kick-off meeting with District staff. The main purpose of the kick-off meeting will be to discuss preparation of the 2015 UWMP, data requirements, plan objectives and to define roles and responsibilities of District staff and West Yost for the preparation of the 2015 UWMP. The following items will be discussed at the kickoff meeting:

- Proposed organization of the 2015 UWMP;
- Proposed schedule for the preparation of the 2015 UWMP;
- Receive copies of District data and current plans and studies pertinent to the 2015 UWMP; and
- Set dates and times for progress meetings (see Task 1-2).

Based on the meeting discussion, West Yost will prepare a detailed chapter outline for the 2015 UWMP including a description of chapter contents, primary author responsibilities and due dates for completion of the various sections of the 2015 UWMP. This chapter outline will then be referenced during the progress meetings to track progress (see Task 1-2).

West Yost will also prepare a schedule for the preparation of the 2015 UMWP showing key milestone dates including completion of the draft 2015 UWMP, public noticing requirements, public review and comment periods, public hearing dates, and dates for consideration of 2015 UWMP adoption by the District Board of Directors. Establishing and meeting these milestone dates will be critical for the efficient and timely development of the 2015 UWMP and the ability to meet the July 1, 2016 deadline for District Board adoption and submittal of the 2015 UMWP to DWR.

Task 1-2: Progress Meetings

Throughout the preparation of the 2015 UWMP, West Yost will coordinate with District staff on the progress of the project. This coordination is assumed to occur via conference calls with key District and West Yost staff. For budgeting purposes, West Yost has assumed that twelve (12) one-hour conference calls will be conducted at regular intervals during the preparation of the 2015 UWMP. During these calls, progress on the various sections of the 2015 UWMP by West Yost, the District, Maddaus, SFPUC and BAWSCA will be discussed, along with any issues or problems being encountered. Progress in meeting the key milestone dates established in the project schedule will also be discussed. These coordination calls will assist in keeping the project on schedule.

Task 2: Provide Technical Assistance Related to SBx7-7 Compliance

One of the specific requirements for the 2015 UWMPs is for retail water suppliers to re-evaluate SBx7-7 baseline per capita water use and previously adopted per capita water use targets based on revised service area population data consistent with the 2010 Census. West Yost will provide a peer review of the evaluation to be prepared by the District to validate the following:

- Appropriateness and validity of service area population and gross water use data to determine 5-year and 10-year baseline per capita water use;
- Review/confirmation of target method and resulting interim and final per capita water use targets for 2015 and 2020; and
- Ensuring that minimum reduction requirements are satisfied.

West Yost will assist the District with documentation of the SBx7-7 compliance, which will be included in the District's 2015 UWMP (see Task 3 below). West Yost will also provide support related to the required public hearing for the adoption of SBx7-7 targets, if revised targets need to be adopted. Specific support tasks will include assistance with the development of a PowerPoint presentation for the public hearing (including providing key graphics) and attendance at the public hearing to assist in responding to any questions from the District Board of Directors and/or the public. It is assumed that the District will prepare the required notices for the public hearing.

Task 3: Prepare Administrative Draft 2015 UWMP

Task 3-1: Prepare/Compile Required UWMP Sections

West Yost will prepare specific sections of the 2015 UWMP and integrate these with sections to be prepared by others. The District's 2010 UWMP will be used as the base document and sections will be revised and updated as needed to comply with the specific requirements for 2015 UWMPs and to update water demand and supply data and projections as needed. Table 1 lists the specific sections anticipated for the 2015 UWMP based on DWR's currently published draft guidelines, along with responsibilities for their preparation.

It should be noted that as of the date of this proposal, the DWR Guidebook for the Preparation of 2015 UWMPs has not yet been finalized (the final DWR Guidebook is currently anticipated to be released in September 2015). It is possible that the final DWR Guidebook may have different and/or additional requirements not listed in Table 1. Once the final DWR Guidebook is available, specific requirements for the 2015 UWMPs will be reviewed. If different and/or additional requirements will require additional work effort beyond that included in this proposal, West Yost will notify the District. Any additional services not included in this Scope of Work will be performed only after receiving written authorization and a corresponding budget augmentation from the District.

Table1. Coastside County Water District 2015 UWMP Preparation Responsibilities

UWMP Chapter ^(a)	Responsibilities
Chapter 1. Introduction and Overview	<ul style="list-style-type: none"> West Yost will prepare the Introduction and Overview Chapter of the 2015 UWMP, including any required DWR tables, incorporating information received from the District
Chapter 2. Plan Preparation	<ul style="list-style-type: none"> The District will provide documentation of coordination with the public and other agencies West Yost will prepare the Plan Preparation Chapter of the 2015 UWMP, including any required DWR tables, incorporating the information received from the District
Chapter 3. System Description	<ul style="list-style-type: none"> The District will provide updates to the written description of the physical service area and will provide historical and projected (through 2040) service area population data West Yost will work with District staff to update required maps including a jurisdictional area map, service area map, distribution area map, and system schematic West Yost will prepare the System Description Chapter of the 2015 UWMP, including any required DWR tables, incorporating the information received from the District
Chapter 4. System Demands	<ul style="list-style-type: none"> The District will provide updates to the historical demand data and a written description of any updates to the District's water use reduction plan The District will provide written descriptions of its water loss reporting policies and procedures The District will provide water demand projections through 2040 based on the DSS Demand Projection model prepared by Maddaus (it is assumed that revised SBx7-7 targets developed in Task 2 will be incorporated into the projections as applicable) Incorporation of climate change impacts on system demands is optional for the 2015 UWMP; however, information on climate change impacts on the District's system demands will be incorporated to the extent that information is available West Yost will prepare the System Demands Chapter of the 2015 UWMP, including any required DWR tables, incorporating the information received from the District and Maddaus
Chapter 5. Baselines and Targets	<ul style="list-style-type: none"> This Chapter is a new requirement for the 2015 UWMPs West Yost will prepare the Baseline and Targets Chapter of the 2015 UWMP based on the re-evaluation of SBx7-7 baseline per capita water use and previously adopted per capita water use targets for 2015 and 2020 (see Task 2)
Chapter 6. System Supplies	<ul style="list-style-type: none"> The District will provide updates to the written descriptions of existing water sources, including SFPUC supplies, groundwater supplies and recycled water supplies West Yost will work with the District to prepare updated descriptions of water transfer opportunities, desalinated water opportunities, and future water projects The District will provide updates to the general written descriptions of imported (purchased) supplies and agreements with SFPUC and BAWSCA Incorporation of climate change impacts on system supplies is optional for the 2015 UWMPs; however, information on climate change impacts to the District's supply sources (particularly SFPUC supplies) will be incorporated to the extent that information is available West Yost will prepare the System Supplies Chapter of the 2015 UWMP, including any required DWR tables, incorporating the information received from the District, SFPUC and BAWSCA
Chapter 7. Water Supply Reliability	<ul style="list-style-type: none"> The District will provide written descriptions of water supply reliability, water quality, and drought planning West Yost will prepare the Water Supply Reliability Chapter of the 2015 UWMP, including any required DWR tables, incorporating the information received from the District
Chapter 8. Water Shortage Contingency Planning	<ul style="list-style-type: none"> The District will provide a written description of the District's current Water Shortage and Drought Contingency Plan (WSDCP) and will prepare the required revenue and expenditure analysis West Yost will prepare the Water Shortage Contingency Plan Chapter of the 2015 UWMP, including any required DWR tables, incorporating the information received from the District
Chapter 9. Demand Management Measures	<ul style="list-style-type: none"> The District will provide a written description of the District's current and planned implementation of the Demand Management Measures The District will provide a copy of the District's current Water Use Reduction Plan West Yost will prepare the Demand Management Measures Chapter of the 2015 UWMP, including any required DWR tables, incorporating the information received from the District
Chapter 10. Plan Adoption, Submittal and Implementation	<ul style="list-style-type: none"> West Yost will prepare the Plan Adoption, Submittal and Implementation Chapter of the 2015 UWMP, including any DWR required tables, incorporating the information received from the District
Appendix. Water Energy (optional)	<ul style="list-style-type: none"> Incorporation of water energy issues is optional for the 2015 UWMPs; however, water energy information related to the District's system supplies will be included to the extent that information is available
^(a) This chapter outline for the 2015 UWMP is based on May 2015 Draft version of the DWR Guidebook for the Preparation of 2015 UWMPs. It is subject to revision when the DWR Guidebook is finalized.	

Task 3-2: Prepare Administrative Draft 2015 UWMP for District Review and Comment

Upon completion of the 2015 UWMP sections, West Yost will prepare an Administrative Draft 2015 UWMP for District staff review and comment. The Administrative Draft 2015 UWMP will include the plan appendices. Two (2) hard bound copies of the Administrative Draft 2015 UWMP will be provided to the District along with a PDF of the document.

Task 3-3: Prepare DWR 2015 UWMP Checklist

Upon completion of the Administrative Draft 2015 UWMP, West Yost will also complete DWR's Urban Water Management Plan Checklist to ensure that all of the required elements for the 2015 UWMP have been addressed. A copy of the completed checklist will be included in an appendix of the 2015 UWMP to demonstrate to DWR that all of the required elements have been addressed and have been included in the District's 2015 UWMP and where they are located within the 2015 UWMP.

Task 4: Prepare Final Draft 2015 UWMP

Upon receipt of comments from District staff on the Administrative Draft 2015 UWMP, West Yost will incorporate comments and prepare the Final Draft 2015 UWMP for public review. Five (5) hard bound copies of the Final Draft 2015 UWMP will be provided along with a PDF copy of the document for the District's distribution.

Task 5: Provide Support Related to Public Hearing for Draft UWMP

West Yost will provide support to District staff related to preparing for and conducting a public hearing for the Final Draft 2015 UWMP. Specific support tasks will include assistance with the development of a PowerPoint presentation for the public hearing (including providing key graphics) and attendance at the public hearing to assist in responding to any questions from the District Board of Directors and/or the public. It is assumed that the District will prepare the required notices for the public hearing.

Task 6: Prepare Final 2015 UWMP

Upon receipt of comments from the public and the District Board of Directors on the Draft 2015 UWMP, West Yost will incorporate comments and prepare the Final 2015 UWMP for consideration for adoption by the District Board of Directors. Ten (10) hard bound copies of the Final 2015 UWMP will be provided along with a PDF copy of the document for the District's distribution.

Task 7: Respond to Questions/Comments from DWR

West Yost will provide the District with assistance in responding to DWR comments on the submitted Final 2015 UWMP, if any. Because the exact nature of DWR's comments cannot be determined at this time, our level of effort to respond cannot be specifically estimated. However, for budgetary purposes, up to 8 hours of senior-level engineering support has been estimated.

SCHEDULE

West Yost will work with District staff to meet the current required deadline for adoption and submittal of the 2015 UWMP to DWR by July 1, 2016. If this deadline date is changed by DWR, West Yost will coordinate with District staff and modify the project schedule as needed.

COMPENSATION

West Yost will perform the Basic Scope of Work described above on a time and materials basis, at the billing rates set forth in West Yost's attached Billing Rate Schedule, for a not-to-exceed budget of \$51,600. The costs associated with performing the Basic Scope of Work described above are summarized in Table 2.

Any additional services not included in this Scope of Work will be performed only after receiving written authorization and a corresponding budget augmentation from the District.

Table 2. Estimated Level of Effort and Costs		
Description	Level of Effort, hours	Costs, dollars
Task 1: Attend Meetings with District Staff	24	\$6,200
Task 2: Provide Technical Assistance Related to SBx7-7 Compliance	24	5,700
Task 3: Prepare Administrative Draft 2015 UWMP	114	26,800
Task 4: Prepare Final Draft 2015 UWMP	18	3,600
Task 5: Provide Support Related to Public Hearing for Draft UWMP	12	2,800
Task 6: Prepare Final 2015 UWMP	12	2,000
Task 7: Respond to Questions/Comments from DWR	8	2,000
Direct Costs		2,500
Total Basic Scope of Work	212 hours	\$51,600

We look forward to assisting the District with this important project. Please do not hesitate to call me at (925) 461-6793, if you have any questions or need additional information.

Sincerely,

WEST YOST ASSOCIATES



Elizabeth Drayer, P.E.
Project Manager
R.C.E. #46872

Attachment: 2015 Billing Rate Schedule

2015 Billing Rate Schedule
 (Effective January 1, 2015 through December 31, 2015)*

Attached Proposal

ENGINEERING

Position	Labor Charges (dollars per hour)
Principal/Vice President	253
Engineering/Scientist/Geologist Manager II	242
Engineering/Scientist/Geologist Manager I	232
Principal Engineer/Scientist/Geologist II	224
Principal Engineer/Scientist/Geologist I	211
Senior Engineer/Scientist/Geologist II	198
Senior Engineer/Scientist/Geologist I	189
Associate Engineer/Scientist/Geologist II	179
Associate Engineer/Scientist/Geologist I	167
Engineer/Scientist/Geologist II	157
Engineer/Scientist/Geologist I	136
Senior GIS Analyst	184
GIS Analyst	174
CAD Supervisor	146
Senior CAD Designer	127
CAD Designer	113
Engineering Aide	76
Technical Specialist IV	143
Technical Specialist III	127
Technical Specialist II	110
Technical Specialist I	92
Administrative IV	116
Administrative III	105
Administrative II	87
Administrative I	69

- Hourly rates include Technology and Communication charges such as general and CAD computer, software, telephone, routine in-house copies/prints, postage, miscellaneous supplies, and other incidental project expenses.
- Outside Services such as vendor reproductions, prints, shipping, and major West Yost reproduction efforts, as well as Engineering Supplies, Travel, etc. will be billed at actual cost plus 15%.
- Mileage will be billed at the current Federal Rate.
- Subconsultants will be billed at actual cost plus 10%.
- Expert witness, research, technical review, analysis, preparation and meetings billed at 150% of standard hourly rates. Expert witness testimony and depositions billed at 200% of standard hourly rates.
- A Finance Charge of 1.5% per month (an Annual Rate of 18%) on the unpaid balance will be added to invoice amounts if not paid within 45 days from the date of the invoice.

Continues on following page

*This schedule is updated annually



2015 Billing Rate Schedule (Effective January 1, 2015 through December 31, 2015)*

Attached Proposal

CONSTRUCTION MANAGEMENT

Position	Labor Charges (dollars per hour)
Senior Construction Manager	244
Construction Manager IV	212
Construction Manager III	170
Construction Manager II	159
Construction Manager I	148
Resident Inspector (Prevailing Wage – Group 1)	165
Resident Inspector (Prevailing Wage – Group 2)	159
Resident Inspector (Prevailing Wage – Group 3)	142
Resident Inspector (Prevailing Wage – Group 4)	127
Apprentice Inspector	117
CM Administrative II	85
CM Administrative I	64

SURVEYING

Position	Labor Charges (dollars per hour)
GPS, 3-Person	387
GPS, 2-Person	336
GPS, 1-Person	261
Survey Crew, 2-Person	284
Survey Crew, 1-Person	214

EQUIPMENT CHARGES

Equipment	Billing Rate (dollars per day)	Billing Rate (dollars per week)
DO Meter	17	83
pH Meter	5	26
Automatic Sampler	130	712
Transducer/Data Logger	41	206
Hydrant Pressure Gage	12	50
Hydrant Pressure Recorder (HPR)	—	206
Hydrant Wrench	5	33
Well Sounder	29	134
Ultrasonic Flow Meter	—	269
Vehicle	88	445
Velocity Meter	12	65
Water Quality Multimeter	176	964

*This schedule is updated annually

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: August 11, 2015

Report

Date: August 7, 2015

Subject: Contract with Calcon Systems for Instrumentation and Controls Work

Recommendation:

Waive the requirement in Resolution 2012-01 to solicit competitive bids and authorize the General Manager to extend the current time-and-materials agreement with Calcon Systems for instrumentation and controls work, in an amount not to exceed \$250,000.

Background:

At the August 13, 2013 meeting, the Board acted on staff recommendation (see staff report in Attachment A) to waive competitive bidding requirements and enter into a time-and-materials contract with Calcon Systems for instrumentation and control work and authorized an initial amount not to exceed \$250,000. At the Board's direction, staff has included a summary of Calcon work to date. The latest summary (Attachment B) indicates that we have spent the initially authorized amount.

For the reasons stated in the August 2013 staff report, staff recommends that the Board waive competitive bidding requirements to continue our time-and-materials arrangement with Calcon and authorize an additional \$250,000 for additional work in FY16 and FY17, beginning with the \$195,000 Phase II Control Systems Upgrade described in Work Directive No. CAL-15-04 (Attachment C).

Fiscal Impact:

Expenditure of \$250,000 in FY16 and FY17.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: August 13, 2013
Report

Date: August 8, 2013

Subject: Contract with Calcon Systems for Instrumentation and Controls Work

Recommendation:

Waive the requirement in Resolution 2012-01 to solicit competitive bids and authorize the General Manager to enter into a time-and-materials agreement with Calcon Systems for instrumentation and controls work, in an amount not to exceed \$250,000.

Background:

Calcon Systems has been the exclusive provider of instrumentation and control services to the District for more than six years. Work they provide includes the following:

- Troubleshooting and repair of electrical and control systems at all District facilities.
- Calibration of flowmeters, turbidity meters, and other instrumentation.
- Fabrication of control panels.
- Programming of programmable logic controllers, which are widely used in all District control functions.
- Programming of graphic interface software used by operations and field personnel.
- Design and implementation of new control systems.
- Modification and reprogramming of existing control systems.
- 24/7 on-site response to control system-related emergencies.

The District's field and operations personnel have come to depend on Calcon for their detailed understanding of District systems and processes and their responsiveness. When we have emergencies that require their assistance, Calcon has never failed to respond quickly and to stay on the job until the problem is solved.

While Calcon has won all of the large controls projects we have put out for competitive bids, including programming for the Nunes and Denniston treatment plant improvement projects, most of their work has been small lump-sum projects falling below policy thresholds for competitive bidding. Rather than continuing this piecemeal approach, staff proposes to execute a time-and-materials agreement with Calcon under which they would work closely with

STAFF REPORT**Agenda:** August 13, 2013**Subject:** Contract with Calcon Systems for Instrumentation and Controls Work**Page Two**

District staff to plan and implement controls projects. Attachment A outlines the scope and estimated cost of projects currently in the District's workplan, including several larger projects included in the Capital Improvement Program.

Essential terms of the time-and-materials arrangement, as agreed with Calcon, would be as follows:

1. All Calcon work would be done on a time-and-materials basis.
2. Rudy Everett will be Calcon's project manager and the District's point of contact for all Calcon work.
3. Hourly rates to be \$135/hour for Rudy Everett, \$125/hour for other technicians, with no additional charge for overtime, weekends, holidays, etc..
4. No travel time and mileage will be charged.
5. District will pay travel time and mileage allowance of \$250 per person per trip.
6. District will reimburse expenses for parts, supplies, subcontractors, etc. billed through Calcon at cost x 1.15.
7. Calcon will keep detailed time records including technician, times of site arrival and departure, and hours and description of work performed by project and will provide records to the District on request.
8. Calcon will keep records of all reimbursable expenses and will submit them to the District on request.
9. For projects exceeding an estimated cost of \$5000, or at District request, Calcon will prepare a detailed time and materials budget.
10. To facilitate District tracking of projects, Calcon invoice will break down charges by project, showing current charges and total charges to date vs. project budget.
11. Calcon project manager will meet monthly (or at District request) with District staff to review project status and schedules.

Given the nature of this work, the number of projects, the need to coordinate closely with District operations, and Calcon's depth of experience with the District, staff does not believe it is practical or in the District's best interests to put the work out for competitive bid. Staff therefore recommends that the Board waive the competitive bidding requirements for instrumentation and controls work to be performed by Calcon Systems and authorize staff to contract with Calcon on a time-and-materials basis to perform work including, but not limited to the projects outlined in Attachment A, in an initial amount not to exceed \$250,000.

Fiscal Impact:

Cost up to \$250,000. Costs for proposed work are included in the Operation and Maintenance Budget and in the Capital Improvement Program for FY 13-14.

Coastside County Water District
Controls Project Workplan, FY13-14

JOB	DESCRIPTION	ESTIMATE	CIP Budget
District-wide Controls Replacement and Digital Data Communications Network	Project designed by Frisch Engineering and budgeted over 3 years in CIP at \$750,000. Replaces obsolete control systems at all District tanks and pump stations and provides a dedicated, digital data communications network to link all District facilities. Work to be done on in phases as developed with District staff.	\$200,000	\$750,000 over FY14-FY16
Nunes Backwash System Strategy	Change the backwash control strategy to allow for operator input using valve percentages for L, H, HH, H, L.	\$ 2,800.00	
Nunes Control System Upgrades	Convert all legacy analog controls to digital controls in new PLC, remove all obsolete wiring, components, displays, etc., and provide all necessary PLC and operator interface programming.	\$ 46,150.00	\$75,000 in FY13
Contact Clarifier Controls	Control of PLC-2, Robert's Contact Clarifier System. CCWD would like complete control of the Contact Clarifier from SCADA. The need for individual HOA control of the chemical skids, dilution pump, and blowers will require modifications to the PLC-2 as well as PLC-1 code, in addition to SCADA. Additional CC Wash set points and control from SCADA.	\$ 13,700.00	
CAHILL Panel Upgrade SFPUC	SFPUC has decided to upgrade their flow meter in the CAHILL ridge vault. This upgrade requires an upgrade to the CCWD panel to accommodate the new flow meter signal and signal splitter required to parallel the data signal for both CCWD and SFPUC.	\$ 1,370.00	
District Wide "Tank" SCADA	CCWD would like to have additional screens added to a SCADA system which will display all of the District wide Tank Levels. This will require telemetry to all of the tanks which are currently not tied into the new control system, but are only tied into the old RUGID network. This project revolves around the location of the SCADA node and the radio telemetry architecture. The estimated cost and duration are based only on the software development and assumes all the required data point telemetry is in place.	\$ 2,740.00	
Honeywell Reproduction	CCWD would like to have the soon to be decommissioned Honeywell reproduced and displayed 'permanently' on a large monitor. This would include the Overview Screen & all of the Trends. The layout would mimic the Honeywell and facilitate a quick learning curve for data analysis needs. The large monitor is currently not installed at Nunes. This would be an additional monitor and for this estimate is not included.	\$ 2,740.00	
WIN911 @ Nunes	CCWD would like to have the Alarm Dialer software changed from SCADA Alarm to WIN911. The SCADA Alarm product is now obsolete and will not be maintained. WIN911 is the chosen replacement and for consistency and simplification for the CCWD on call operators the decision has been made to install and program WIN911 @ Nunes.	\$ 5,740.00	
PLC Programming Software	Procure, install and configure RS-Logix 5000 in order to have PLC programming support on the local SCADA computer. This will also enable remote support of PLC related troubleshooting and/or modifications.	\$ 2,240.00	
District Wide SCADA @ Nunes	CCWD would like all SCADA systems, which include, NWTP, DCWTP, and Crystal Springs (not currently installed) to be remotely accessible for display and control from the Nunes Water Treatment Plant. The end goal would enable the Nunes Plant Supervisor to monitor and have limited control of treatment plants, the CSP pump station, and the DCWTP pump station.		
Sludge Valve Control	The Sludge Valve at Nunes is currently operated manually and there's no feedback or control from the main PLC/SCADA. The purpose of this project is to integrate the Sludge Valve control and provide variable input timers accessible from SCADA for the frequency and duration of the Sludge Valve cycle. No additional alarms or trends will be added.	\$ 3,480.00	
Utility Water to SCADA	There's a planned upgrade for the Utility Water System at Nunes. Upon completion of the upgrade by others, CCWD would like the system to be integrated with the main PLC/SCADA. This will include any required signal tapping and conduit runs up to the main PLC control panel. A new screen will be added to the SCADA with access to an undefined amount of the skid functionality.	\$ 7,170.00	\$40,000

Coastside County Water District
 Controls Project Workplan, FY13-14

Relocation of computers, monitors, and the operator desk.	CCWD would like the operator computers, monitors, and desk at DCWTP to be relocated outside of the plant Lab. The components consist of two computers, 3 to 4 monitors, and a desk. Final location is TBD, possibly in front of the Potassium permanganate tank.	\$ 2,240.00	
CSP Surge Tank Retrofit	Retrofit the CSP Surge Tank control panel with a complete new control system. This includes a modern PLC with HMI, replace relay logic, upgrade obsolete components, new level probes, new solenoids, new wire as needed. Air can be added to the Surge tank from the HMI/Auto eliminating the need for personnel to enter the vault. Enclosure, acceptable wire and conduit runs will be reused. A new panel door will be provided.	\$ 37,000.00	\$40,000
CSP Pump Station Upgrade	Replace obsolete IQ hardware in each of the MCC's. Integrate the new Motor protection relays with the Allen Bradley control system providing the required accessibility for remote access operations. This will enable remote operators to reset alarm trips of the Motor Protection Relays and access to the control system data and operations. This includes all the software development for PLC, HMI, and elimination of the RUGID 3 protocol translator. Note: This project estimate does not include the required telemetry for remote accessibility, but prepares everything once the radio telemetry is in place.	\$ 43,000.00	\$50,000
Pilarcitos Blending Station	Instrumentation and PLC Control system for Automatic Flow Control. Enables operator to input a desired rate of flow which will adjust the flow control valve automatically to allow blending of Pilarcito/Crystal Springs water sources.	\$ 32,500.00	Budgeted in previous fiscal years
El Granada Temporary Tank	Provide/ re use level control signals for the El Granada temporary tank project. Maintain the Rugid RTU pump logic for automatic filling of Tank 2 temporary. Some questions are unresolved from project documents that will require a site visit to finalize.	\$ 8,220.00	Included in current EG Tank 2 proj
Denniston & Nunes Turbidity	Remove (5) 1720-E Turbidity Meters at Nunes and install (5) Hach Scatter Turbidity Meters. Remove (3) existing Turbidity meters at Denniston and install (3) 1720-E Turbidity Meters.	\$ 10,000.00	\$35,000

Total Estimated Cost

\$421,090

Calcon T&M Projects Tracking

Project No.	Name	Acct No.	Proposal Date	Approved Date	Project Budget	Project Total Billing	Project Budget Remaining
CAL-13-EMG	Emergency Callout						
CAL-14-EMG	Emergency Callout						
CAL-13-00	Calcon Project Admin/Miscellaneous						
CAL-13-01	EG Tank 2 Recoating Project		9/30/13	10/8/13	\$8,220.00	\$8,837.50	-\$617.50
CAL-13-02	Nunes Control System Upgrades		9/30/13	10/8/13	\$46,141.00	\$55,363.60	-\$9,222.60
CAL-13-03	Win 911 and PLC Software		9/30/13	10/8/13	\$9,717.00	\$12,231.74	-\$2,514.74
CAL-13-04	Crystal Springs Surge Tank Retrofit		11/26/13	11/27/13	\$31,912.21	\$66,572.54	-\$34,660.33
CAL-13-06	Nunes Legacy Backwash System Removal		11/25/13	11/26/13	\$6,516.75	\$6,455.00	\$61.75
CAL-13-07	Denniston Backwash FTW Valves		11/26/13	11/27/13	\$6,914.21	\$9,518.28	-\$2,604.07
CAL-14-01	Denniston Wash Water Return Retrofit		1/28/14	2/14/14	\$13,607.00	\$13,591.60	\$15.40
CAL-14-02	Denniston Calrifier SCADA Data		4/2/14	4/7/14	\$4,125.00	\$4,077.50	\$47.50
CAL-14-03	Nunes Surface Scatter Turbidimeter		4/2/14	4/7/14	\$2,009.50	\$0.00	\$2,009.50
CAL-14-04	Phase I Control System Upgrade		4/2/14	4/7/14	\$75,905.56	\$44,459.14	\$31,446.42
CAL-14-06	Miramar Control Panel		8/28/14	8/28/14	\$37,953.00	\$27,980.71	\$9,972.29
CAL-14-08	SFWater Flow & Data Logger/Cahill Tank		8/20/2014	8/20/2014	\$1,370.00	\$1,372.00	-\$2.00
CAL-15-01	Main Street Monitors					\$6,779.42	-\$6,779.42
CAL-15-02	Denniston To Do List					\$2,930.00	-\$2,930.00
CAL-15-03	Nunes & Denniston Turbidity Meters				\$6,612.50	\$5,833.26	\$779.24
					\$244,391.23	\$266,002.29	-\$14,998.56

WORK DIRECTIVE

FOR PUBLIC WORKS PROJECT

Work Directive No.: CAL-15-04 – Phase II Control Systems Upgrade

Date Issued: 06-23-2015

1. General

Calcon System is pleased to provide the following estimate for the Phase II Control Systems Upgrade, which includes the El Granada Tank 1, El Granada Tank 2, El Granada Tank 3, Alves, Miramontes, and Cahill tank sites. The Cahill site will only include the control panel back plate rebuild. Cahill Telemetry is currently relayed through short haul modem communication to the Crystal Springs Pump station and the controller was previously upgraded to an Allen Bradley PLC.

CCWD would like to upgrade and integrate the existing water distribution system with their SCADA system located at the Main Street office. The SCADA system will communicate to remote PLC's located at multiple tank sites to collect and display each control systems available operational statuses and key performance indicating data. Available control functionality will also be integrated with the Main Street SCADA system. The new control systems will utilize the existing Leased Line circuits for their communication medium. This directive will also include the demolition of the temporary control system which is currently located in the Main Street shop area. The new Main Street SCADA software will also be further developed to accommodate each of the Tank Site graphics, alarms and data, excluding Cahill. The Main Street SCADA Win911 software will also be further developed to handle all of the required alarms, eliminating the old Anixter Alarm dialer currently in service, along with all remaining Rugid RTU's. During the control system switch over, extreme effort will be put towards minimizing 24 hour operation requirements. Thorough upfront testing of the new control system telemetry will be conducted before the final switch over is executed.

A retrofit overview for each of the Remote Tank sites is provided in the Scope of Services section below. A project budget estimate for each of the sites is provided in the last sections of this work directive.

Also included in each site's section is a picture link to my Google drive. These are the pictures captured during the site reconnaissance visits and are provided to help you visualize the current conditions and the relative scope of work. (NOTE: To use the links, you must be connected to the internet)

2. Scope of Services

El Granada Tank 1

The El Granada Tank 1 site is a water distribution system pump station and service tank. This tank is filled by means of gravity from the Nunes Treatment Plant distribution pipeline. The El Granada Tank 1 pump station controls two pumps that maintain the water level in the El Granada Tank 2. The control for the pumps is based on the Level communication from EG 2. The tank level of El Granada Tank 1 is monitored by a differential pressure level transmitter and reported back to the Main Street SCADA. The El Granada Tank 1 pump station also has a chlorine injection system and instrumentation for Chlorine Residual and pH monitoring, which is currently logged to paper charts located in the pump station. The new PLC will provide analog inputs so that the data can be captured by the PLC system and polled by the Main Street SCADA system. The old chart recorder will be removed. New hardware, conduit and wire will be

provided for the additional I/O devices including: intrusion switch for tank hatch, intrusion switch for the pump station door, junction box for integration of the chlorine and pH instrumentation and any other existing or new I/O requirements.

(Below is a picture link from this sites reconnaissance to help you visualize the scope of work)

<https://drive.google.com/a/calcon.com/folderview?id=0BzpbTUYT5mWBfnhmeXJCXzRoWW14eTkyTnJGUIVYOG5XS2JINkhHNVA4bXZsZXc1S0pYbTQ&usp=sharing>

- Demolition and disposal of the existing Rugid Control Panel and components
- Remove the old and provide new mounting provisions for the new control panel and level transmitter relocation
- Add conduit and pull wire for I/O connections to and from the PLC, including new conduit to the top of the tank for new tank intrusion and pump station intrusion alarms.
- Connect the Depolox, CL2 & pH analyzer to the new PLC analog inputs and remove the old chart recorder.
- All existing and new I/O signals will be terminated and labeled in the new control panel
- Provide new UPS back up system with Line Power fail detection circuit
- Clean up wiring and provide new junction boxes where required. Labels will also be added to the existing I/O connections which are currently not labeled and a complete mess.
- Clean up service power distribution wiring and motor starters currently routed through two separate enclosures
- Specification, design and procurement for all of the new control equipment required and integration with existing equipment
- Site preparation includes: trenching, junction boxes, and wiring for new and maintained I/O
- Panel design, CAD, procurement and build
- Programming the PLC, HMI, and SCADA connection
- Consulting services for system exploration, reconnaissance, site visits, and strategy development
- Commission and test for complete system functionality including the new & existing I/O signals

El Granada Tank 2

The El Granada Tank 2 site is a water distribution system pump station and service tank. This tank receives water from the EG 1 pump station based on EG 2's Tank Level set points, which are monitored by a differential pressure level transmitter. The El Granada Tank 2 pump station controls two pumps that maintain the water level in the El Granada Tank 3. The control for the pumps is based on the Level communication from EG 3. The El Granada Tank 2 pump station also has a chlorine injection system and instrumentation for Chlorine Residual and pH monitoring, which is currently logged to paper charts located in the pump station. The new PLC will provide analog inputs so that the data can be captured by the PLC system and polled by the Main Street SCADA system. The old chart recorder will be removed. New hardware, conduit and wire will be provided for the additional I/O devices including: intrusion switch for tank hatch, intrusion switch for the pump station door, junction box for integration of the chlorine and pH instrumentation and any other existing or new I/O requirements. The El Granada Tank 2 retrofit scope of work is nearly identical to EG 1.

(Below is a picture link from this sites reconnaissance to help you visualize the scope of work)

<https://drive.google.com/a/calcon.com/folderview?id=0BzpbTUyT5mWBfm8yMklZVv9mN0ViTEpFT11TRzEyUHICZDItnNBUBm1IS2V1V04zb0V5TjA&usp=sharing>

- Demolition and disposal of the existing Rugid Control Panel and components
- Remove the old and provide new mounting provisions for the new control panel and level transmitter relocation
- Add conduit and pull wire for I/O connections to and from the PLC, including new conduit to the top of the tank for new tank intrusion and pump station intrusion alarms.
- Connect the Depolox, CL2 & pH analyzer to the new PLC analog inputs and remove the old chart recorder.
- All existing and new I/O signals will be terminated and labeled in the new control panel
- Provide new UPS back up system with Line Power fail detection circuit
- Clean up wiring and provide new junction boxes where required. Labels will also be added to the existing I/O connections which are currently not labeled and a complete mess.
- Clean up service power distribution wiring and motor starters currently routed through two separate enclosures
- Specification, design and procurement for all of the new control equipment required and integration with existing equipment
- Site preparation includes: trenching, junction boxes, and wiring for new and maintained I/O
- Panel design, CAD, procurement and build
- Programming the PLC, HMI, and SCADA connection
- Consulting services for system exploration, reconnaissance, site visits, and strategy development
- Commission and test for complete system functionality including the new & existing I/O signals

El Granada Tank 3

The El Granada Tank 3 site is a water distribution system pump station and service tank. This tank receives water from the EG 2 pump station based on EG 3's Tank Level set points, which are monitored by a differential pressure level transmitter connected to the Rugid RTU Control Panel. The Rugid RTU Control Panel for El Granada Tank 3 monitors the tank level & system power, while communicating to the EG 2 pump station and Main Street SCADA. The El Granada Tank 3 pump station also has a chlorine injection system and instrumentation for Chlorine Residual and pH monitoring, which is currently logged to paper charts located in the pump station. The new PLC will provide additional analog inputs so that the data can be captured by the PLC system and polled by the Main Street SCADA system. The old chart recorder will be removed. New hardware, conduit and wire will be provided for the additional I/O devices including: intrusion switch for tank hatch, intrusion switch for the pump station door, junction box for integration of the chlorine and pH instrumentation and any other existing or new I/O requirements.

In addition to a water distribution tank, the El Granada Tank 3 site also has a Hydro Pneumatic tank to boost pressure for the water distribution requirements. There's a separate Hydro Pneumatic PLC Control Panel that maintains proper level of the Hydro Pneumatic tank by controlling two local booster pumps, a level probe system and an air compressor. The Hydro Pneumatic PLC control also maintains the distribution water system demand for EG 3.

As with EG 1 and EG 2's control systems, EG 3's control system will be upgraded, providing additional control capability, site operational data and KPI's to the Main Street SCADA. Due to the different control requirements of the EG 3 site, the Rugid RTU panel will be replaced with a new PLC Control panel and an Ethernet communication module will be added to the Hydro Pneumatic PLC Control system in order to provide Hydro Pneumatic System data to the Main Street SCADA. It would also be possible to upgrade the Hydro Pneumatic PLC to the same Micrologix series PLC with Ethernet on board if preferred by CCWD, but would require the program to be converted and all Field I/O to be removed and terminated on the new PLC.

The Hydro Pneumatic Control systems PLC will be upgraded with an Ethernet communication module. This module will enable the new PLC to receive communication messages over Ethernet from the Hydro Pneumatic system. Current functionality of the Hydro Pneumatic System will be left as is. This will enable the EG 3 control system with the ability to provide Hydro Pneumatic System performance data to the Main Street SCADA.

(Below is a picture link from this sites reconnaissance to help you visualize the scope of work)

<https://drive.google.com/a/calcon.com/folderview?id=0BzpbTUyT5mWBfjkyZmFIQm5RY1d1MVJLNeg0M2NWbEYzX21zeEF1eGNDMzZiT2k0azFoLVU&usp=sharing>

- Demolition and disposal of the existing Rugid Control Panel and components
- Remove the old and provide new mounting provisions for the new control panel and level transmitter relocation
- Add conduit and pull wire for I/O connections to and from the PLC, including new conduit to the top of the tank for tank intrusion alarms.
- Connect the Depolox, CL2 & pH analyzer to the new PLC analog inputs and remove the old chart recorder.
- All existing and new I/O signals will be terminated and labeled in the new control panel

El Granada Tank 3 Continued

- Provide new UPS back up system with Line Power fail detection circuit
- Clean up wiring and provide new junction boxes where required. Labels will also be added to the existing I/O connections which are currently not labeled and a complete mess.
- Add Ethernet communication module to the Hydro System PLC and configure for communication to the new EG 3 PLC
- Specification, design and procurement for all of the new control equipment required and integration with existing equipment
- Site preparation includes: trenching, junction boxes, and wiring for new and maintained I/O
- Panel design, CAD, procurement and build
- Programming the PLC, HMI, and SCADA connection
- Consulting services for system exploration, reconnaissance, site visits, and strategy development
- Commission and test for complete system functionality including the new & existing I/O signals

Alves Tank

The Alves Tank site is a water distribution system pump station and service tank. This tank is filled from the Nunes Treatment Plant by an altitude valve. The Alves Tank Pump Station controls two pumps that maintain the water level in the Miramontes Tank. The control for the pumps is based on the Level communication from the Miramontes Tank. The tank level of the Alves Tank is monitored by a differential pressure level transmitter and reported back to the Main Street SCADA. The existing control panel enclosure is in great condition without existing HMI holes in the panel door, therefore the control panel will be repurposed and only a new back plate will be provided.

The Alves Tank Pump Station also has a chlorine injection system and instrumentation for Chlorine Residual and pH monitoring, which is currently logged to paper charts located in the pump station. The new PLC will provide analog inputs so that the data can be captured by the PLC system and polled by the Main Street SCADA system. The old chart recorder will be removed. New hardware, conduit and wire will be provided for the additional I/O devices including: intrusion switch for tank hatch, intrusion switch for the pump station door, junction box for integration of the chlorine and pH instrumentation and any other existing or new I/O requirements. The Alves Tank has finished asphalt and/or concrete surrounding the conduit path from the Pump Station building to the tank ladder and therefore will require the path to be saw cut and repaired for the installation of the conduit.

(Below is a picture link from this sites reconnaissance to help you visualize the scope of work)

<https://drive.google.com/a/calcon.com/folderview?id=0BzpbTUyT5mWBfkNBdno1UWZjM0M4dEFPcWw0bGVlQXJWNzYzdW1wdExjSE5pMDUzV25zaXM&usp=sharing>

- Demolition and disposal of the existing Rugid Control Panel and components
- Remove the old and provide new mounting provisions for the new control panel and level transmitter relocation
- Saw cut asphalt and/or concrete for conduit trench and repair
- Add conduit and pull wire for I/O connections to and from the PLC, including new conduit to the top of the tank for new tank intrusion and pump station intrusion alarms.
- Connect the Depolox, CL2 & pH analyzer to the new PLC analog inputs and remove the old chart recorder.
- All existing and new I/O signals will be terminated and labeled in the new control panel
- Provide new UPS back up system with Line Power fail detection circuit
- Clean up wiring and provide new junction boxes where required. Labels will also be added to the existing I/O connections which are currently not labeled.
- Specification, design and procurement for all of the new control equipment required and integration with existing equipment
- Site preparation includes: trenching, junction boxes, and wiring for new and maintained I/O
- Panel design, CAD, procurement and build
- Programming the PLC, HMI, and SCADA connection

Alves Tank Continued

- Consulting services for system exploration, reconnaissance, site visits, and strategy development
- Commission and test for complete system functionality including the new & existing I/O signals

Miramontes Tank

The Miramontes Tank site is a water distribution system storage tank. The Alves Tank Pump Station controls two pumps that maintain the water level in the Miramontes Tank. The control for the pumps is based on the Level communication from the Miramontes Tank. The existing control panel enclosure is in good condition and will be reused. A new back plate will be provided.

The Miramontes Tank has no chlorine injection system or instrumentation for reading Chlorine Residual or pH. There will be no HMI for this control panel. A two line display will be provided and mounted inside the control panel for display of the tank level and the controller's communication status.

(Below is a picture link from this sites reconnaissance to help you visualize the scope of work)

<https://drive.google.com/a/calcon.com/folderview?id=0BzpbTUyT5mWBfINzb1BRN3IEQVdLMVIZWIZkY0F2QnFMVkdFR2JRT2pxakgyZmVNRjllR3c&usp=sharing>

- Demolition and disposal of the existing Control Panel back plate and components
- Provide and install a new back plate with the new control components
- Maintain the current level transmitter mounting, piping and analog gauge.
- Saw cut asphalt and/or concrete for conduit trench and repair
- Add conduit and pull wire for I/O connections to and from the PLC, including new conduit to the top of the tank for new tank intrusion and the control panel intrusion alarms.
- All existing and new I/O signals will be terminated and labeled in the new control panel
- Provide new UPS back up system with Line Power fail detection circuit
- Provide new junction boxes where required. Labels will also be added to the existing field I/O connections which are currently not labeled.
- Specification, design and procurement for all of the new control equipment required and integration with existing equipment
- Site preparation includes: trenching, junction boxes, and wiring for new and maintained I/O
- Panel design, CAD, procurement and build
- Programming the PLC, Text Display and SCADA connection
- Consulting services for system exploration, reconnaissance, site visits, and strategy development
- Commission and test for complete system functionality including the new & existing I/O signals

CAHILL Tank

The Cahill site will only include the control panel back plate rebuild. Cahill Telemetry is currently relayed through short haul modem communication to the Crystal Springs Pump station and the controller was previously upgraded to an Allen Bradley Micrologix PLC. A new back plate will be provided and the control components will be transferred and all wires will be labeled. The purpose of this retrofit is to clean up the emergency build from several years ago in order to bring the control panel build quality to the CCWD standards.

(Below is a picture link from this sites reconnaissance to help you visualize the scope of work)

<https://drive.google.com/a/calcon.com/folderview?id=0BzpbTUyT5mWBfldRMVfHREdPd29FLWhpNUVENXRiR0VuNkpjbXIJT2tkOXU4QmlPTkdzTWM&usp=sharing>

- Removal of the existing back plate and control components
- Transfer of the control components to the new back plate
- I/O wire terminations and labeling
- Panel design, CAD, procurement and build
- Consulting services for system exploration, reconnaissance, site visits, and strategy development
- Commission and test for complete system functionality after rebuild

Main Street SCADA

The final piece of the Phase II Control Systems Upgrade will be the integration of the Main Street SCADA System. This process includes the decommissioning and demolition of the old Rugid System currently located in the Main Street work shop. The old Anixter Dialer will also be decommissioned and removed. The Leased Lines have already been prepared for the move to the newly renovated Main Street Office SCADA location. The lines will need to be punched in by an AT&T service representative once the new Leased Line communication equipment is installed.

The Win911 Alarm dialer will be programmed to accommodate all of the existing and new alarms. New visualization screens will be developed for El Granada Tank 1, El Granada Tank 2, El Granada Tank 3, and the Hydro Pneumatic Tank at EG 3, Alves Tank and the Miramontes Tank. Additional KPI's, trends, totalizers and run time indicators will be added to the SCADA system. For all remote sites which now support control functions, EX: running a pump in hand, changing pump alternation and/or lead pump designation, resetting of remote resettable alarms, resetting of resettable totalizers and hour meters, etc. will be added to the Main Street SCADA systems functionality.

- Demolition of the old Rugid Systems main telemetry board currently located in the Main Street shop
- Demolition of the old Anixter dialer system, PLC cabinet and miscellaneous control components currently installed in the Main Street shop
- Installation and coordination for the Data Linc units and the relocation of the Leased Lines
- Programming the Win911 Alarm Dialer
- Programming the SCADA system
- Program and configuration of the I/O server
- Consulting services for system exploration, reconnaissance, site visits, and strategy development
- System startup, commissioning and testing

3. Special Requirements

Schedule cooperation for system change over and potential 24 hour operation. We also need to coordinate AT&T to punch the LL in once we're ready. This has already been prepared and the two lines should already have been ran to the SCADA System location.

4. Location of Work

All Site's mentioned in this directive

5. Schedule/Time for Completion

4 - 8 Weeks

6. Project Budget

Project budget details are broken down by job site, itemized and inserted below.

Calcon Project Budget Estimate

Project: Phase II Control Systems Upgrade
 Project No: CAL-15-04

Date: 6/23/2015

Labor		El Granada Tank 1						
Task No.	Description	PM Hours @ \$ 135.00	Hours @ \$ 125.00	Travel Trips @ \$250	El Granada 1 Totals			
0	Project Management	16		2				
1	Panel design, CAD, procurement, & build		40					
2	Programming PLC	24		2				
3	Programming HMI		8	1				
4	Programming SCADA	4						
5	Site Preparation, trenching, junction boxes, conduit, hatch		24	3				
6	Control System, chemical system, door, hatch, & wire ID		24	3				
7	System commissioning & testing	16	16	4				
8	Panel and control equipment demolition and disposal		8	1				
	Total Hours	60	120	16				
	Total Labor Cost	\$ 8,100.00	\$ 15,000.00	\$ 4,000.00	\$			27,100.00

Expenses

Number	Description	Unit Cost	Total Cost		
1	Concept Nema 4/12 Control Panel & Back plate	\$ 550.00	\$ 550.00		
1	Micrologix Control System w/ 4 channel Analog Input 4-20mA	\$ 1,100.00	\$ 1,100.00		
1	Data Linc for Leased Line Communications	\$ 650.00	\$ 650.00		
1	Control System UPS w/ failover circuit	\$ 500.00	\$ 500.00		
1	HMI	\$ 450.00	\$ 450.00		
1	Control panel peripheral equipment	\$ 500.00	\$ 500.00		
1	Electrical Installation Materials	\$ 500.00	\$ 500.00		
1	Misc. items	\$ 500.00	\$ 500.00		
	Total Expenses		\$ 4,750.00		
	Sales Tax (9.5% Half Moon Bay)		\$ 451.25		
	Estimated Shipping Costs		\$ 300.00		
	Markup - 15% (Costs x 1.15)		\$ 712.50	\$	6,213.75
	El Granada Tank 1 Total Budget			\$	33,313.75

Labor		El Granada Tank 2				
Task No.	Description	PM Hours @ \$ 135.00	Hours @ \$ 125.00	Travel Trips @ \$250	El Granada 2 Totals	
0	Project Management	16		2		
1	Panel design, CAD, procurement, & build		40			
2	Programming PLC	24		2		
3	Programming HMI		8	1		
4	Programming SCADA	4				
5	Site Preparation, trenching, junction boxes, conduit, hatch		24	3		
6	Control System, chemical system, door, hatch, & wire ID installs		24	3		
7	System commissioning & testing	16	16	4		
8	Panel and control equipment demolition and disposal		8	1		
	Total Hours	60	120	16		
	Total Labor Cost	\$ 8,100.00	\$ 15,000.00	\$ 4,000.00	\$	27,100.00

Expenses

Number	Description	Unit Cost	Total Cost		
1	Concept Nema 4/12 Control Panel & Back plate	\$ 550.00	\$ 550.00		
1	Micrologix Control System w/ 4 channel Analog Input 4-20mA	\$ 1,100.00	\$ 1,100.00		
1	Data Linc for Leased Line Communications	\$ 650.00	\$ 650.00		
1	Control System UPS w/ failover circuit	\$ 500.00	\$ 500.00		
1	HMI	\$ 450.00	\$ 450.00		
1	Control panel peripheral equipment	\$ 500.00	\$ 500.00		
1	Electrical Installation Materials	\$ 500.00	\$ 500.00		
1	Misc. items	\$ 500.00	\$ 500.00		
	Total Expenses		\$ 4,750.00		
	Sales Tax (9.5% Half Moon Bay)		\$ 451.25		
	Estimated Shipping Costs		\$ 300.00		
	Markup - 15% (Costs x 1.15)		\$ 712.50	\$	6,213.75
	El Granada Tank 2 Total Budget			\$	33,313.75

Labor		El Granada Tank 3						
Task No.	Description	PM Hours @ \$ 135.00	Hours @ \$ 125.00	Travel Trips @ \$250	El Granada 3 Totals			
0	Project Management	16		2				
1	Panel design, CAD, procurement, & build		40					
2	Programming PLC	24		2				
3	Programming HMI		16	1				
4	Programming SCADA	8						
5	Site Preparation, trenching, junction boxes, conduit, hatch		24	3				
6	Control System, chemical system, door, hatch, & wire ID installs		24	3				
7	System commissioning & testing	16	16	4				
8	Panel and control equipment demolition and disposal		8	1				
	Total Hours	64	128	16				
	Total Labor Cost	\$ 8,640.00	\$ 16,000.00	\$ 4,000.00	\$	28,640.00		

Expenses

Number	Description	Unit Cost	Total Cost		
1	Concept Nema 4/12 Control Panel & Back plate	\$ 550.00	\$ 550.00		
1	Allen Bradley ENI Ethernet Communication Module for 1200	\$ 840.00	\$ 840.00		
1	Micrologix Control System w/ 4 channel Analog Input 4-20mA	\$ 1,100.00	\$ 1,100.00		
1	Data Linc for Leased Line Communications	\$ 650.00	\$ 650.00		
1	Control System UPS w/ failover circuit	\$ 500.00	\$ 500.00		
1	HMI	\$ 450.00	\$ 450.00		
1	Control panel peripheral equipment	\$ 500.00	\$ 500.00		
1	Electrical Installation Materials	\$ 500.00	\$ 500.00		
1	Misc. items	\$ 500.00	\$ 500.00		
	Total Expenses		\$ 5,590.00		
	Sales Tax (9.5% Half Moon Bay)		\$ 531.05		
	Estimated Shipping Costs		\$ 300.00		
	Markup - 15% (Costs x 1.15)		\$ 838.50	\$	7,259.55
	El Granada Tank 3 Total Budget			\$	35,899.55

Labor		Alves					
Task No.	Description	PM Hours @ \$ 135.00	Hours @ \$ 125.00	Travel Trips @ \$250			Alves Totals
0	Project Management	16		2			
1	Panel design, CAD, procurement, & build		40				
2	Programming PLC	24		2			
3	Programming HMI		16	1			
4	Programming SCADA	8					
5	Saw cut asphalt and concrete for conduit and repair		16	2			
6	Site Preparation, trenching, junction boxes, conduit, hatch		24	3			
7	Control System, chemical system, door, hatch, & wire ID installs		24	3			
8	System commissioning & testing	16	16	4			
9	Panel and control equipment demolition and disposal		4	1			
	Total Hours	64	140	18			
	Total Labor Cost	\$ 8,640.00	\$ 17,500.00	\$ 4,500.00		\$	30,640.00

Expenses

Number	Description	Unit Cost	Total Cost		
1	Back plate only	\$ 100.00	\$ 100.00		
1	Micrologix Control System w/ 4 channel Analog Input 4-20mA	\$ 1,100.00	\$ 1,100.00		
1	Data Linc for Leased Line Communications	\$ 650.00	\$ 650.00		
1	Control System UPS w/ failover circuit	\$ 500.00	\$ 500.00		
1	HMI	\$ 450.00	\$ 450.00		
1	Control panel peripherals equipment	\$ 500.00	\$ 500.00		
1	Asphalt and concrete repair materials and equipment	\$ 1,000.00	\$ 1,000.00		
1	Electrical installation materials	\$ 500.00	\$ 500.00		
1	Misc. items	\$ 500.00	\$ 500.00		
	Total Expenses		\$ 5,300.00		
	Sales Tax (9.5% Half Moon Bay)		\$ 503.50		
	Estimated Shipping Costs		\$ 300.00		
	Markup - 15% (Costs x 1.15)		\$ 795.00	\$	6,898.50
	Alves Tank Total Budget			\$	37,538.50

Labor		Miramontes						
Task No.	Description	PM Hours @ \$ 135.00	Hours @ \$ 125.00	Travel Trips @ \$250				Miramontes Totals
0	Project Management	8		1				
1	Panel design, CAD, procurement, & build		16					
2	Programming PLC	8		1				
3	Programming Text Display Interface		2					
4	Programming SCADA	4						
5	Saw cut asphalt and concrete for conduit and repair		16	2				
6	Site Preparation, trenching, junction boxes, conduit, hatch		16	2				
7	System commissioning & testing	16	16	4				
8	Panel and control equipment demolition and disposal		2					
	Total Hours	36	68	10				
	Total Labor Cost	\$ 4,860.00	\$ 8,500.00	\$ 2,500.00			\$	15,860.00

Expenses

Number	Description	Unit Cost	Total Cost			
1	Back plate only	\$ 150.00	\$ 150.00			
1	Micrologix Control System w/ 4 channel Analog Input 4-20mA	\$ 1,100.00	\$ 1,100.00			
1	Data Linc for Leased Line Communications	\$ 650.00	\$ 650.00			
1	Control System UPS w/ failover circuit	\$ 500.00	\$ 500.00			
1	Optimate 2 Line Display or equivalent	\$ 200.00	\$ 200.00			
1	Control panel peripherals equipment	\$ 500.00	\$ 500.00			
1	Asphalt and concrete repair materials and equipment	\$ 1,000.00	\$ 1,000.00			
1	Electrical installation materials	\$ 500.00	\$ 500.00			
1	Misc. items	\$ 500.00	\$ 500.00			
	Total Expenses		\$ 5,100.00			
	Sales Tax (9.5% Half Moon Bay)		\$ 484.50			
	Estimated Shipping Costs		\$ 300.00			
	Markup - 15% (Costs x 1.15)		\$ 765.00		\$	6,649.50
	Miramontes Total Budget				\$	22,509.50

Labor		Cahill					
Task No.	Description	PM Hours @ \$ 135.00	Hours @ \$ 125.00	Travel Trips @ \$250			Cahill Totals
0	Project Management	8		1			
1	Panel design, CAD, procurement, & build		8				
2	Install new back plate and transfer all control components		8	1			
3	Wire terminations and labeling		8	1			
4	Programming SCADA						
5	System commissioning & testing	8		1			
	Total Hours	16	24	4			
	Total Labor Cost	\$ 2,160.00	\$ 3,000.00	\$ 1,000.00		\$	6,160.00

Expenses

Number	Description	Unit Cost	Total Cost		
1	New back plate for the existing control panel	\$ 150.00	\$ 150.00		
1	Misc. installation materials	\$ 500.00	\$ 500.00		
	Total Expenses		\$ 650.00		
	Sales Tax (9.5% Half Moon Bay)		\$ 61.75		
	Estimated Shipping Costs		\$ 300.00		
	Markup - 15% (Costs x 1.15)		\$ 97.50	\$	1,109.25
	Cahill Total Budget			\$	7,269.25

Labor		Main Street SCADA						
Task No.	Description	PM Hours @ \$ 135.00	Hours @ \$ 125.00	Travel Trips @ \$250				Main Street Totals
0	Project Management	16		2				
1	Demolition of the old Rugid System, Dialer, PLC Cabinet, etc.		16	2				
2	Installation of the Data Linc's in the Main Street Office		4					
3	Programming Win911 Alarm Dialer		16	1				
4	Programming SCADA and I/O server	24	40	5				
5	System startup, commissioning & testing	16	16	4				
	Total Hours	56	92	14				
	Total Labor Cost	\$ 7,560.00	\$ 11,500.00	\$ 3,500.00				\$ 22,560.00

Expenses

Number	Description	Unit Cost	Total Cost		
2	Data Linc for Leased Line Communications	\$ 650.00	\$ 1,300.00		
1	Misc. installation materials	\$ 500.00	\$ 500.00		
	Total Expenses		\$ 1,800.00		
	Sales Tax (9.5% Half Moon Bay)		\$ 171.00		
	Estimated Shipping Costs		\$ 300.00		
	Markup - 15% (Costs x 1.15)		\$ 270.00		\$ 2,541.00
	Main Street Total Budget				\$ 25,101.00

Phase II Control Systems Upgrade Total Budget

\$ 194,945.30

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: August 11, 2015

Report

Date: August 7, 2015

Subject: General Manager's Report

Recommendation:

None. Information only.

Background:

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

Vacation – I will be on vacation beginning Monday, August 31, and will be back in the office on Monday, September 28. I am designating Assistant General Manager Mary Rogren to act in my place during this period.

MONTHLY REPORT

To: David Dickson, General Manager
From: Joe Guistino, Superintendent of Operations
Agenda: August 11, 2015

Report
Date: August 6, 2015

Monthly Highlights

Terrace Avenue Main Repairs

Crews resolved persistent leakage from a section of Terrace Avenue by replacing 3 lengths of pipe.

Roosevelt/Washington Street Valve Bolt Replacements

Inappropriate fasteners on the gate valves in this neighborhood were replaced to prevent valve failure in this high pressure area.

Source of Supply

Crystal Springs was the only source of supply in June, supplying 57.3 million gallons (MG) of water.

System Improvements

Comment Codes

New comment codes were installed in the meter reading hand held devices to facilitate a more efficient operation by reducing the number of revisits to each meter to check that the reading was accurate or accurately working.

Hydrant Replacement

The District's hydrant replacement program will eventually eliminate all old hydrants which will be replaced with the new standard being the Clow960. The first hydrant replacement of the fiscal year was at Magnolia and 3rd in Half Moon Bay.

Other Activities Update:

Well Inspections

Pilarcitos Well #1 was inspected in May by Pump Repair. They found that the gravel pack surrounding the screen is by 65-70% obstructed and recommend cleaning the well. We have noticed that the yield from this well has decreased by up to 60 gpm in the last 10 years. We will be refurbishing this well prior to starting up the Pilarcitos well field in November. Denniston Wells 5 and 9 were also inspected. Well 5 has been completely collapsed and could not be inspected. We expect the formal report from these last two inspections in August.

Terrace Avenue Main Repairs

A series of 3 successive leaks occurred on the 8" ductile iron main on Terrace Avenue in July after the hydrant at the top of the street was closed too quickly. We decided to replace the three lengths of pipe that contained the leaks since there had been previous leaks in that area and evidence of external corrosion.

Roosevelt/Washington Street Valve Bolt Replacements

The valves in this Miramar neighborhood were installed 15 years ago without stainless steel bolts. This has resulted in a series of high profile valve failures due to the high pressures in this area. The crews replaced the bolts on 14 valves in July.

Annual Filter Cleaning

The Nunes filters were cleaned and inspected in July. The process involves pressure washing the side walls and troughs of accumulated algae and debris and combing the media for mudballs and accumulated foreign materials that are not purged in the backwash process. In the process the treatment staff developed a special pressure washing gun to facilitate a more efficient process.

Regulatory Agency Interaction

California State Water Resources Control Board (SWRCB)

Our State Sanitary Engineer called on 31 July concerned that we are coming close to violating the Disinfection Byproduct (DBP) Rule if Trihalomethane (THM) levels in the distribution system continue to be elevated. Treatment Superintendent Sean Donovan assured her that we have already made changes to the system that will result in a reduction of THMs in the ensuing months.

Treatment Staff continues to enact recommended changes and suggestions made by SWRCB in their 2 June report findings of their May sanitary survey of Denniston WTP.

San Mateo County Environmental Health Department

None

Safety/Training/Inspections/Meetings

Meetings Attended

1 July - Met with RouteSmart (contractor) who will be developing new meter reading routes

7-23 July - vacation

31 July - Met with Bruce Ambo of the City of Half Moon Bay (HMB) to discuss Coastal Development Exemption (CDX) submission for the Ventura Street Main Replacement Project.

Tailgate safety sessions in July

6 July - Water Safety Isn't All Wet

24 July - Lockout/Tagout: Water Under Pressure Poses Danger

27 July - Plan the Work and Work the Plan: How to Conduct a Safety Tailboard

CINTAS Safety Committee and Training

Due to extenuating circumstances, no Coastside County Water District (CCWD) employee was able to attend neither the Safety Committee meeting nor the Safety Training on HAZCOM in July.

Emergency Response

The CCWD Emergency Response & Emergency Communications Plan was updated in July.

Training

Treatment/Distribution Operator Ray Winch has been training at Nunes Water Treatment Plant (WTP) in preparation for On Call duty in January.

Treatment/Distribution Operator Dustin Jahns has been preparing to take his Class B Driver's License.

Projects

Washington-Ventura Street Main Replacement Project

The Board approved award of this contract to Andreini Brothers at the July 14 meeting. Estimated start date is 11 August pending encroachment permit approval by the City of HMB. Residents in the affected area were notified of the impending construction.

Nunes Drying Bed Media Replacement Project

A suitable low quote vendor was found and the drying bed has been cleaned. The media should arrive this month and spread utilizing district forces.

Water Audit Project

One aspect of the District's preparation for the 2015 Urban Water Management Plan (UWMP) is to study water loss through apparent and real losses. The District hired WSO to assist us with a water loss audit using American Water Works Association (AWWA) M36 methodology. Ongoing efforts include random testing of older residential meters to determine accuracy loss, pressure zone monitoring to determine the cause of rhythmic surges in pressure zone 1, pump station production vs consumption audits, increasing the number of monthly meter reads (from bimonthly reads), and increased scrutiny of nonmetered water use (treatment plant processes, flushing, fire flows and hydrant testing).