

# **COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

## **MEETING OF THE BOARD OF DIRECTORS**

**Wednesday, November 12, 2014 - 7:00 p.m.**

### **AGENDA**

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

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

*This agenda and accompanying materials can be viewed on Coastside County Water District's website located at: [www.coastsidewater.org](http://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 October 31, 2014: Claims: \$669,450.91; Payroll: \$80,504.36 for a total of \$749,955.27 ([attachment](#))
  - *October 2014 Monthly Financial Claims reviewed by President Reynolds*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of October 14, 2014, Regular Board of Directors Meeting ([attachment](#))
- D. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- E. Total CCWD Production Report ([attachment](#))
- F. CCWD Monthly Sales by Category Report – October 2014 ([attachment](#))
- G. October 2014 Leak Report ([attachment](#))
- H. Rainfall Reports ([attachment](#))
- I. San Francisco Public Utilities Commission Hydrological Conditions Report for September 2014 ([attachment](#))

#### 5) MEETINGS ATTENDED / DIRECTOR COMMENTS

#### 6) GENERAL BUSINESS

- A. Adjusting the Fiscal Year 2015 Financial Plan in Response to Drought-Related Revenue Shortfall ([attachment](#))

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

- SFPUC Water Supply Update
- Administration Building Remodeling Project

- A. Operations Report ([attachment](#))
- B. Water Resources Report ([attachment](#))

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

#### 9) ADJOURNMENT

# Accounts Payable

## Checks by Date - Summary by Check Number

User: GBRAZIL  
Printed: 11/3/2014 9:45 AM



Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
20621	ALL04	ALLIED WASTE SERVICES #925	10/10/2014	0.00	353.95
20622	ASS01	HEALTH BENEFITS ACWA-JPIA/CB&T	10/10/2014	0.00	23,033.45
20623	ATT02	AT&T	10/10/2014	0.00	2,113.29
20624	COM02	COMCAST	10/10/2014	0.00	171.62
20625	CUL01	CULLIGAN SANTA CLARA, CA	10/10/2014	0.00	160.20
20626	DEL07	DEL GAVIO GROUP	10/10/2014	0.00	17,995.19
20627	HAS01	HASSETT HARDWARE	10/10/2014	0.00	1,302.85
20628	ICM01	VANTAGEPOINT TRANSFER AGENTS	10/10/2014	0.00	40.00
20629	KAI01	KAISER FOUNDATION HEALTH PLAN	10/10/2014	0.00	12,030.00
20630	MAS01	MASS MUTUAL FINANCIAL GROUP	10/10/2014	0.00	1,919.68
20631	PAC01	PACIFIC GAS & ELECTRIC CO.	10/10/2014	0.00	7,404.43
20632	PUB01	PUB. EMP. RETIRE SYSTEM	10/10/2014	0.00	21,312.79
20633	SAN07	SM CTY ENVIRONMENTAL HEALTH	10/10/2014	0.00	1,629.00
20634	SAN20	SAN FRANCISCO FIRE CREDIT UNION	10/10/2014	0.00	300.00
20635	STA03	CA DPH DRINKING WATER PROGRAM	10/10/2014	0.00	90.00
20636	TUR04	SUSAN TURGEON	10/10/2014	0.00	81.15
20637	VAL01	VALIC	10/10/2014	0.00	1,945.00
20638	ADP01	ADP, INC.	10/27/2014	0.00	581.90
20639	ADV01	ADVANCED AUTOMATIC GATES	10/27/2014	0.00	280.03
20640	ADV02	FRANK YAMELLO	10/27/2014	0.00	235.00
20641	ANA01	ANALYTICAL ENVIRONMENTAL SER	10/27/2014	0.00	9,301.53
20642	AND01	ANDREINI BROS. INC.	10/27/2014	0.00	45,323.65
20643	ANG01	ANGELO'S MUFFLER	10/27/2014	0.00	248.75
20644	ASS08	ASSOC. CALIF. WATER AGENCY	10/27/2014	0.00	9,535.00
20645	ATT03	AT&T LONG DISTANCE	10/27/2014	0.00	428.71
20646	AZT01	AZTEC GARDENS, INC.	10/27/2014	0.00	190.00
20647	BAL04	BALANCE HYDROLOGICS, INC	10/27/2014	0.00	2,970.12
20648	BAR01	BARTKIEWICZ, KRONICK & SHANAH	10/27/2014	0.00	775.00
20649	BAY05	BAY AREA WATER SUPPLY &	10/27/2014	0.00	7,666.86
20650	BAY10	BAY ALARM COMPANY	10/27/2014	0.00	275.91
20651	BRE01	CATHLEEN BRENNAN	10/27/2014	0.00	1,161.54
20652	CAL08	CALCON SYSTEMS, INC.	10/27/2014	0.00	750.00
20653	CAL11	CALIFORNIA C.A.D. SOLUTIONS, INC	10/27/2014	0.00	2,506.25
20654	CAL33	CALIFORNIA SPECIAL DISTRICT	10/27/2014	0.00	5,691.00
20655	CAR02	CAROLYN STANFIELD	10/27/2014	0.00	485.00
20656	CAR08	REGISTER TAPES UNLIMITED, INC.	10/27/2014	0.00	600.00
20657	CHE01	CHEVRON/TEXACO UNIVERSAL CAR	10/27/2014	0.00	1,938.31
20658	CHE04	CHEMTRADE CHEMICALS US	10/27/2014	0.00	2,538.80
20659	CLI01	CLIFFORD BECHTEL	10/27/2014	0.00	700.00
20660	COA10	COASTSIDE FIRE PROTECTION DISTR	10/27/2014	0.00	23.75
20661	COA19	COASTSIDE COUNTY WATER DIST.	10/27/2014	0.00	217.12
20662	DAN02	EDWARD DANIELS	10/27/2014	0.00	100.00
20663	DAT01	DATAPROSE, LLC	10/27/2014	0.00	3,020.05
20664	EKI01	EKI INC.	10/27/2014	0.00	8,335.77
20665	FIR06	FIRST NATIONAL BANK	10/27/2014	0.00	651.86
20666	GEM01	GEMPLER'S, INC.	10/27/2014	0.00	55.79
20667	GOL04	GOLDEN STATE FLOW MEASUREMEN	10/27/2014	0.00	14,865.93

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
20668	GRA03	GRAINGER, INC.	10/27/2014	0.00	1,026.66
20669	HAC01	HACH CO., INC.	10/27/2014	0.00	1,110.21
20670	HAL01	HMB BLDG. & GARDEN INC.	10/27/2014	0.00	779.36
20671	HAL04	HALF MOON BAY REVIEW	10/27/2014	0.00	2,268.59
20672	HAL24	H.M.B.AUTO PARTS	10/27/2014	0.00	68.30
20673	HAN01	HANSONBRIDGETT. LLP	10/27/2014	0.00	5,692.40
20674	HEA01	U.S. HEALTHWORKS MEDICAL GROU	10/27/2014	0.00	50.00
20675	HFH01	HF&H CONSULTANTS, LLC	10/27/2014	0.00	3,602.50
20676	ICM01	VANTAGEPOINT TRANSFER AGENTS	10/27/2014	0.00	40.00
20677	INT04	INTELLI-TECH	10/27/2014	0.00	802.99
20678	IRO01	IRON MOUNTAIN	10/27/2014	0.00	390.12
20679	IRV01	IRVINE CONSULTING SERVICES, INC.	10/27/2014	0.00	2,309.00
20680	IRV02	IRVINE CONSULTING SERVICES, INC.	10/27/2014	0.00	2,968.50
20681	KAR01	LESLEY KARBAF	10/27/2014	0.00	50.00
20682	KOL01	ELLEN KOLAND	10/27/2014	0.00	100.00
20683	LOM01	GLENNA LOMBARDI	10/27/2014	0.00	86.00
20684	MAS01	MASS MUTUAL FINANCIAL GROUP	10/27/2014	0.00	1,919.68
20685	MCS01	MCS INSPECTION GROUP	10/27/2014	0.00	4,285.00
20686	MET06	METLIFE GROUP BENEFITS	10/27/2014	0.00	1,532.19
20687	MIS01	MISSION UNIFORM SERVICES INC.	10/27/2014	0.00	254.17
20688	MOB01	MOBILE MODULAR MGMT CORP	10/27/2014	0.00	779.65
20689	MON07	MONTEREY COUNTY LAB	10/27/2014	0.00	4,685.00
20690	NEL01	CHARLES/NINA NELSON	10/27/2014	0.00	1,000.00
20691	OFF01	OFFICE DEPOT	10/27/2014	0.00	915.94
20692	OFF02	OFFICIAL PAYMENTS CORPORATION	10/27/2014	0.00	150.00
20693	ONT01	ONTRAC	10/27/2014	0.00	515.31
20694	PAC01	PACIFIC GAS & ELECTRIC CO.	10/27/2014	0.00	45,077.02
20695	PAC06	PACIFICA COMMUNITY TV	10/27/2014	0.00	250.00
20696	PAU01	PAULO'S AUTO CARE	10/27/2014	0.00	2,139.65
20697	PIT04	PITNEY BOWES	10/27/2014	0.00	198.00
20698	PUB01	PUB. EMP. RETIRE SYSTEM	10/27/2014	0.00	21,465.44
20699	PUT01	MIKE PUTNAM	10/27/2014	0.00	100.00
20700	PVS01	PVS MINIBULK, INC	10/27/2014	0.00	4,699.31
20701	RIC01	RICOH USA, INC.	10/27/2014	0.00	341.75
20702	RIC02	RICOH USA INC	10/27/2014	0.00	530.50
20703	RIC04	RICE TRUCKING--SOIL FARM	10/27/2014	0.00	854.10
20704	ROB01	ROBERTS & BRUNE CO.	10/27/2014	0.00	18,292.67
20705	ROB03	ROBERT J. FRANK CONSTRUCTION	10/27/2014	0.00	744.26
20706	ROG01	ROGUE WEB WORKS, LLC	10/27/2014	0.00	237.00
20707	SAN03	SAN FRANCISCO WATER DEPT.	10/27/2014	0.00	239,855.40
20708	SAN05	SAN MATEO CTY PUBLIC HEALTH LA	10/27/2014	0.00	600.00
20709	SAN16	SAN MATEO CTY TAX COLLECTOR	10/27/2014	0.00	868.56
20710	SAN20	SAN FRANCISCO FIRE CREDIT UNION	10/27/2014	0.00	300.00
20711	SEW01	SEWER AUTH. MID- COASTSIDE	10/27/2014	0.00	570.00
20712	SRT01	SRT CONSULTANTS	10/27/2014	0.00	7,458.00
20713	TEA01	TEAMWRKX CONSTRUCTION, INC.	10/27/2014	0.00	54,738.86
20714	TEA02	TEAMSTERS LOCAL UNION #856	10/27/2014	0.00	903.00
20715	TET01	JAMES TETER	10/27/2014	0.00	13,874.42
20716	TUR04	SUSAN TURGEON	10/27/2014	0.00	435.78
20717	UB*01288	CHARLES BRUENS	10/27/2014	0.00	6.63
20718	UB*01289	ELIZABETH BRANNEN	10/27/2014	0.00	16.31
20719	UB*01290	VICHAJ MANAKITRUNGRIANG	10/27/2014	0.00	9.76
20720	UB*01291	STEVEN ALBERT	10/27/2014	0.00	13.18
20721	UB*01292	MATHEW RICCI	10/27/2014	0.00	184.91
20722	UB*01293	ANALISA NOGALES	10/27/2014	0.00	65.91
20723	UB*01294	DANIEL DIMAS	10/27/2014	0.00	53.20
20724	UB*01295	LESLEY GAARDENS	10/27/2014	0.00	46.68

Check No	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
20725	UNI07	UNITED STATES POSTAL SERV.	10/27/2014	0.00	600.00
20726	UPS01	UPS STORE	10/27/2014	0.00	118.26
20727	VAL01	VALIC	10/27/2014	0.00	1,945.00
20728	VER02	VERIZON WIRELESS	10/27/2014	0.00	134.77
20729	WEA01	ARAMARK	10/27/2014	0.00	494.86
20730	WIN04	WINDSOR FUEL COMPANY	10/27/2014	0.00	509.92
Report Total (110 checks):				0.00	669,450.91

**COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS**  
**31-Oct-14**

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
<b>OPERATING REVENUE</b>									
1-0-4120-00	Water Revenue -All Areas	837,342.65	932,619.87	(95,277.22)	-10.2%	3,264,248.03	3,604,128.51	(339,880.48)	-9.4%
<b>TOTAL OPERATING REVENUE</b>		<b>837,342.65</b>	<b>932,619.87</b>	<b>(95,277.22)</b>	<b>-10.2%</b>	<b>3,264,248.03</b>	<b>3,604,128.51</b>	<b>(339,880.48)</b>	<b>-9.4%</b>
<b>NON-OPERATING REVENUE</b>									
1-0-4170-00	Water Taken From Hydrants	8,961.53	2,083.33	6,878.20	330.2%	19,878.98	8,333.36	11,545.62	138.5%
1-0-4180-00	Late Notice -10% Penalty	6,864.03	5,833.33	1,030.70	17.7%	34,512.95	23,333.36	11,179.59	47.9%
1-0-4230-00	Service Connections	300.00	666.66	(366.66)	-55.0%	3,381.69	2,666.72	714.97	26.8%
1-0-4920-00	Interest Earned	608.05	636.00	(27.95)	0.0%	1,158.01	1,272.00	(113.99)	-9.0%
1-0-4930-00	Tax Apportionments/Cnty Checks	375.99	0.00	375.99	0.0%	15,551.46	15,000.00	551.46	3.7%
1-0-4950-00	Miscellaneous Income	1,958.71	3,083.33	(1,124.62)	-36.5%	14,649.82	12,333.36	2,316.46	18.8%
1-0-4955-00	Cell Site Lease Income	11,603.73	11,240.00	363.73	3.2%	45,893.94	44,960.00	933.94	2.1%
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%
<b>TOTAL NON-OPERATING REVENUE</b>		<b>30,672.04</b>	<b>23,542.65</b>	<b>7,129.39</b>	<b>30.3%</b>	<b>135,026.85</b>	<b>107,898.80</b>	<b>27,128.05</b>	<b>25.1%</b>
<b>TOTAL REVENUES</b>		<b>868,014.69</b>	<b>956,162.52</b>	<b>(88,147.83)</b>	<b>-9.2%</b>	<b>3,399,274.88</b>	<b>3,712,027.31</b>	<b>(312,752.43)</b>	<b>-8.4%</b>
<b>OPERATING EXPENSES</b>									
1-1-5130-00	Water Purchased	239,855.40	258,102.00	18,246.60	7.1%	802,761.00	1,071,887.00	269,126.00	25.1%
1-1-5230-00	Pump Exp, Nunes T P	2,658.29	2,200.00	(458.29)	-20.8%	9,962.30	9,375.00	(587.30)	-6.3%
1-1-5231-00	Pump Exp, CSP Pump Station	45,077.02	24,733.00	(20,344.02)	-82.3%	188,788.46	110,910.00	(77,878.46)	-70.2%
1-1-5232-00	Pump Exp, Trans. & Dist.	1,393.22	1,206.00	(187.22)	-15.5%	4,357.78	5,137.00	779.22	15.2%
1-1-5233-00	Pump Exp, Pilarcitos Can.	302.07	175.00	(127.07)	-72.6%	969.78	700.00	(269.78)	-38.5%
1-1-5234-00	Pump Exp. Denniston Proj.	2,503.17	1,500.00	(1,003.17)	-66.9%	8,350.24	9,660.00	1,309.76	13.6%
1-1-5235-00	Denniston T.P. Operations	624.94	400.00	(224.94)	-56.2%	15,704.79	2,310.00	(13,394.79)	-579.9%
1-1-5236-00	Denniston T.P. Maintenance	417.48	3,875.00	3,457.52	89.2%	7,132.82	21,500.00	14,367.18	66.8%
1-1-5240-00	Nunes T P Operations	7,693.78	4,272.00	(3,421.78)	-80.1%	21,253.55	17,826.00	(3,427.55)	-19.2%
1-1-5241-00	Nunes T P Maintenance	1,318.50	2,542.00	1,223.50	48.1%	16,125.61	11,168.00	(4,957.61)	-44.4%
1-1-5242-00	CSP Pump Station Operations	585.08	700.00	114.92	16.4%	2,401.54	2,800.00	398.46	14.2%
1-1-5243-00	CSP Pump Station Maintenance	817.69	3,300.00	2,482.31	75.2%	3,169.75	13,200.00	10,030.25	76.0%
1-1-5250-00	Laboratory Services	5,800.31	3,333.00	(2,467.31)	-74.0%	12,720.36	13,332.00	611.64	4.6%
1-1-5318-00	Studies/Surveys/Consulting	0.00	20,000.00	20,000.00	100.0%	1,402.50	80,000.00	78,597.50	98.2%
1-1-5321-00	Water Conservation	6,001.00	3,250.00	(2,751.00)	-84.6%	13,223.38	13,000.00	(223.38)	-1.7%
1-1-5322-00	Community Outreach	250.00	3,475.00	3,225.00	92.8%	6,861.95	13,900.00	7,038.05	50.6%
1-1-5325-00	Water Shortage Program	3,602.50	0.00	(3,602.50)	0.0%	14,776.43	0.00	(14,776.43)	0.0%
1-1-5411-00	Salaries & Wages -Field	83,978.40	81,005.08	(2,973.32)	-3.7%	359,513.93	364,522.82	5,008.89	1.4%
1-1-5412-00	Maintenance -General	19,123.64	17,625.00	(1,498.64)	-8.5%	60,116.29	70,500.00	10,383.71	14.7%

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	4,598.78	4,221.00	(377.78)	-9.0%	15,278.69	16,884.00	1,605.31	9.5%
1-1-5415-00	Maintenance -Well Fields	0.00	5,000.00	5,000.00	0.0%	0.00	10,000.00	10,000.00	0.0%
1-1-5610-00	Salaries/Wages-Administration	51,873.16	62,250.92	10,377.76	16.7%	225,786.93	280,129.18	54,342.25	19.4%
1-1-5620-00	Office Supplies & Expense	9,715.87	13,152.08	3,436.21	26.1%	42,134.30	52,608.36	10,474.06	19.9%
1-1-5621-00	Computer Services	5,771.07	7,650.00	1,878.93	24.6%	16,904.25	30,600.00	13,695.75	44.8%
1-1-5625-00	Meetings / Training / Seminars	1,821.54	1,916.66	95.12	5.0%	6,927.23	7,666.72	739.49	9.6%
1-1-5630-00	Insurance	15,545.66	16,250.00	704.34	4.3%	33,199.04	45,000.00	11,800.96	26.2%
1-1-5635-00	EE/Ret. Medical Insurance	34,741.73	40,191.33	5,449.60	13.6%	137,169.95	160,765.36	23,595.41	14.7%
1-1-5640-00	Employees Retirement Plan	40,105.33	40,299.16	193.83	0.5%	177,048.45	181,346.14	4,297.69	2.4%
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	4,605.60	5,000.00	394.40	7.9%	17,390.10	20,000.00	2,609.90	13.0%
1-1-5682-00	Engineering	480.00	1,166.66	686.66	58.9%	1,680.00	4,666.72	2,986.72	64.0%
1-1-5683-00	Financial Services	0.00	0.00	0.00	0.0%	0.00	5,000.00	5,000.00	100.0%
1-1-5684-00	Payroll Tax Expense	9,309.00	10,354.15	1,045.15	10.1%	41,389.25	46,593.74	5,204.49	11.2%
1-1-5687-00	Membership, Dues, Subscript.	11,732.85	5,256.16	(6,476.69)	-123.2%	19,198.68	21,024.72	1,826.04	8.7%
1-1-5688-00	Election Expenses	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5689-00	Labor Relations	0.00	500.00	500.00	100.0%	0.00	2,000.00	2,000.00	100.0%
1-1-5700-00	San Mateo County Fees	2,497.56	1,475.00	(1,022.56)	-69.3%	3,717.56	5,900.00	2,182.44	37.0%
1-1-5705-00	State Fees	0.00	1,333.33	1,333.33	100.0%	5,575.13	5,333.36	(241.77)	-4.5%
<b>TOTAL OPERATING EXPENSES</b>		<b>614,800.64</b>	<b>647,709.53</b>	<b>32,908.89</b>	<b>5.1%</b>	<b>2,292,992.02</b>	<b>2,727,246.12</b>	<b>434,254.10</b>	<b>15.9%</b>
<b>CAPITAL ACCOUNTS</b>									
1-1-5711-00	Debt Srvc/Existing Bonds 1998A	0.00	0.00	0.0%	0.0%	0.00	0.00	0.00	0.0%
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	0.00	0.00	0.0%	0.0%	349,991.88	349,992.00	0.12	0.0%
1-1-5715-00	Debt Srvc/CIEDB 11-099 (I-BANK)	0.00	0.00	0.0%	0.0%	257,971.45	257,971.00	(0.45)	0.0%
<b>TOTAL CAPITAL ACCOUNTS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>607,963.33</b>	<b>607,963.00</b>	<b>(0.33)</b>	<b>0.0%</b>
<b>TOTAL EXPENSES</b>		<b>614,800.64</b>	<b>647,709.53</b>	<b>32,908.89</b>	<b>5.1%</b>	<b>2,900,955.35</b>	<b>3,335,209.12</b>	<b>434,253.77</b>	<b>13.0%</b>
<b>NET INCOME</b>		<b>253,214.05</b>				<b>498,319.53</b>			

**COASTSIDE COUNTY WATER DISTRICT  
MONTHLY INVESTMENT REPORT  
October 31, 2014**

**RESERVE BALANCES**

CAPITAL AND OPERATING RESERVE	\$2,055,564.88
RATE STABILIZATION RESERVE	\$250,000.00

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<b>TOTAL DISTRICT RESERVES</b>	<b>\$2,305,564.88</b>
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**ACCOUNT DETAIL**

ACCOUNTS WITH FIRST NATIONAL BANK (FNB)	
CHECKING ACCOUNT	\$675,480.86
CSP T & S ACCOUNT	\$610,025.15

LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$1,019,428.87
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DISTRICT CASH ON HAND	\$630.00
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<b>TOTAL ACCOUNT BALANCES</b>	<b>\$2,305,564.88</b>
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*This report is in conformity with CCWD's Investment Policy.*

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

10/31/2014

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

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

**Facilities & Maintenance**

08-08	PRV Valves Replacement Project	\$ 30,000		\$ 30,000	\$ -	0%	In Planning
09-09	Fire Hydrant Replacement	\$ 20,000	\$ 17,053.74	\$ 20,000	\$ -	85%	Ongoing program
09-23	District Digital Mapping	\$ 25,000	\$ 8,256.25	\$ 25,000	\$ -	33%	
14-11	Replace 2" and Larger Meters with Omni Meters	\$ 30,000		\$ 30,000	\$ -		Ongoing program
14-13	New Security Fence at Pilarcitos Well Field	\$ 20,000		\$ 20,000	\$ -	0%	In Planning
14-14	Pilarcitos Canyon Road Improvements	\$ 70,000		\$ 70,000	\$ -	0%	In Permitting Phase
15-01	Utility Billing Software Upgrade	\$ 200,000		\$ 200,000	\$ -	0%	Award to Tyler approved
15-02	Administration Building Repair and Remodeling Project	\$ 300,000	\$ 136,896	\$ 400,000	\$ (100,000)	46%	Under construction September '14
15-03	District Administration/Operations Center	\$ 25,000		\$ 25,000	\$ -	0%	
15-05	Administration Building Phone System	\$ 30,000		\$ -	\$ 30,000	0%	Will contract for hosted pbx/phone services
99-01	Meter Change Program	\$ 10,000		\$ 10,000	\$ -	0%	Ongoing

**Pipeline Projects**

06-01	Avenue Cabrillo Phase 3a Pipeline Replacement Project	\$ 300,000	\$ 35,128.25	\$ 315,000.00	\$ (15,000)	12%	Under construction September '14
10-01	Main Street Bridge Pipeline Replacement Project	\$ 500,000	\$ 33,602.82	\$ 500,000	\$ -	7%	Design phase in progress
13-01	Miramar Drive Pipeline Connection	\$ 80,000	\$ 11,827.81	\$ 42,000	\$ 38,000	15%	Award approved, obtaining CDP
13-02	Replace 8 inch Pipeline Under Creek at Pilarcitos Avenue	\$ 200,000	\$ 1,014.00	\$ 200,000	\$ -	1%	In Planning Phase

**Pump Stations / Tanks / Wells**

06-04	Hazen's Tank Replacement	\$ 200,000	\$ 10,397.00	\$ 200,000	\$ -	5%	SRT design in progress
08-18	EG Tank #3 Recoating Interior & Exterior	\$ 350,000	\$ 27,636.78	\$ 350,000	\$ -	8%	Design in progress
14-18	Crystal Springs Pmp Station Spare 12 inch Check Valve	\$ 25,000		\$ 25,000	\$ -	0%	

**Water Supply Development**

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

**Water Treatment Plants**

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

**FY 14/15 TOTALS \$ 2,798,000 \$ 333,597.26 \$ 2,845,000.00 \$ (47,000)**

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

10/31/2014

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

Nunes WTP Access Road Repaving Proj - Phase 1		\$ 320	\$ 95,000		Notice to Proceed has been issued
El Granada Tank #2 Recoating/Repair Project		\$ 45,676	\$ 45,676		Complete
Denniston Water Supply Development		\$ 10,272	\$ 10,272		
Miramar Tank Fence Replacement		\$ 26,418	\$ 26,418		Complete
Nunes Hydropneumatic Systems Improvements		\$ 5,001	\$ 80,000		Under construction, completion October '14

**PREVIOUS YEAR TOTALS \$ - \$ 87,687 \$ 257,366 \$ (257,366)** In Progress

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

Sunrise Court Pipeline Replacement		\$ 34,489	\$ 34,489		Complete
Denniston Dam Repair		\$ 700			

**NON-BUDGETED TOTALS \$ - \$ 35,189 \$ 34,489 \$ (34,489)**

**CIP TOTALS \$ 2,798,000 \$ 456,474 \$ 3,136,855 \$ (338,855)**

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

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

<b>Month</b>	<b>Admin (General Legal Fees)</b>	<b>Water Supply Develpmnt</b>	<b>Transfer Program</b>	<b>CIP</b>	<b>Personnel</b>	<b>Water Shortage</b>	<b>Lawsuits</b>	<b>Infrastructure Project Review  (Reimbursable)</b>	<b>TOTAL</b>
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<b>Nov-13</b>	4,805	1,736	1,172						7,713
<b>Dec-13</b>	3,304	3,928		168	260				7,660
<b>Jan-14</b>	1,344	588		224					2,156
<b>Feb-14</b>	2,752	140							2,892
<b>Mar-14</b>	6,214								6,214
<b>Apr-14</b>	2,096		604					1,487	4,187
<b>May-14</b>	2,519			257				286	3,063
<b>Jun-14</b>	2,252		220	858					3,330
<b>Jul-14</b>	6,604		269	772	550				8,196
<b>Aug-14</b>	2,145			715	1,494	3,752			8,105
<b>Sep-14</b>	4,054		314	143	5,092	1,516			11,119
<b>Oct-14</b>	2,571	1,087			2,034				5,691

<b>TOTAL</b>	<b>40,660</b>	<b>7,479</b>	<b>2,580</b>	<b>3,138</b>	<b>9,429</b>	<b>5,267</b>	<b>0</b>	<b>1,773</b>	<b>70,326</b>
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**Engineer Cost Tracking Report  
12 Months At-A-Glance**

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

<b>Month</b>	<b>Admin &amp; Retainer</b>	<b>CIP</b>	<b>Studies &amp; Projects</b>	<b>TOTAL</b>	<b>Reimbursable from Projects</b>
<b>Nov-13</b>	987	544	433	<b>1,964</b>	433
<b>Dec-13</b>	240			<b>240</b>	
<b>Jan-14</b>	480		1,521	<b>2,001</b>	1,521
<b>Feb-14</b>	480		423	<b>903</b>	423
<b>Mar-14</b>	480	1,606	930	<b>3,015</b>	930
<b>Apr-14</b>	480	2,005	169	<b>2,654</b>	169
<b>May-14</b>	480	5,463	2,907	<b>8,850</b>	2,907
<b>Jun-14</b>	480	9,551		<b>10,031</b>	
<b>Jul-14</b>	480	7,799	169	<b>8,448</b>	169
<b>Aug-14</b>	480	8,316		<b>8,796</b>	
<b>Sep-14</b>	240	7,445	180	<b>7,865</b>	180
<b>Oct-14</b>	480	13,394		<b>13,874</b>	
<b>TOTAL</b>	<b>5,787</b>	<b>56,122</b>	<b>6,731</b>	<b>68,641</b>	<b>6,731</b>

**Calcon T&M Projects Tracking**

Project No.	Name	Acct No.	Proposal Date	Approved Date	Project Budget	Billing Date										Project Total Billing	Project Budget Remaining	CIP Project			
						9/30/13	10/31/13	11/30/13	12/31/13	1/31/14	2/28/14	3/31/14	4/30/14	5/31/14	6/30/14				7/31/14	8/31/14	9/30/14
CAL-13-EMG	Emergency Callout							\$3,017.30	\$2,795.00	\$4,251.56	\$6,210.17		\$540.00								
CAL-14-EMG	Emergency Callout												\$1,330.00	\$250.00	\$1,330.00						
CAL-13-00	Calcon Project Admin/Miscellaneous				\$992.50								\$112.88								
CAL-13-01	EG Tank 2 Recoating Project		9/30/13	10/8/13	\$8,220.00	\$1,455.00	\$2,195.00	\$1,125.00	\$1,600.00				\$1,712.50	\$750.00		\$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										\$55,363.60	-\$9,222.60	FY13 CIP			
CAL-13-03	Win 911 and PLC Software		9/30/13	10/8/13	\$9,717.00	\$7,636.74	\$2,660.00			\$1,935.00						\$12,231.74	-\$2,514.74				
CAL-13-04	Crystal Springs Surge Tank Retrofit		11/26/13	11/27/13	\$31,912.21		\$3,740.00		\$3,494.00	\$7,524.79	\$31,964.53	\$10,229.10			\$9,620.12	\$66,572.54	-\$34,660.33	6-Dec			
CAL-13-05																\$0.00	\$0.00				
CAL-13-06	Nunes Legacy Backwash System Removal		11/25/13	11/26/13	\$6,516.75		\$6,455.00									\$6,455.00	\$61.75				
CAL-13-07	Denniston Backwash FTW Valves		11/26/13	11/27/13	\$6,914.21		\$925.00	\$3,748.28	\$4,170.00	\$675.00						\$9,518.28	-\$2,604.07				
CAL-14-01	Denniston Wash Water Return Retrofit		1/28/14	2/14/14	\$13,607.00				\$4,950.00	\$8,641.60						\$13,591.60	\$15.40				
CAL-14-02	Denniston Clarifier SCADA Data		4/2/14	4/7/14	\$4,125.00								\$4,077.50			\$4,077.50	\$47.50				
CAL-14-03	Nunes Surface Scatter Turbidimeter		4/2/14	4/7/14	\$2,009.50											\$0.00	\$2,009.50				
CAL-14-04	Phase I Control System Upgrade		4/2/14	4/7/14	\$75,905.56					\$9,670.00		\$15,593.35	\$4,415.00	\$14,780.79		\$44,459.14	\$31,446.42				
CAL-14-06	Miramar Control Panel		8/28/14	8/28/14	\$37,953.00										\$25,176.15	\$25,176.15	\$12,776.85				
CAL-14-08	SFWater Flow & Data Logger/Cahill Tank		8/20/2014	8/20/2014	\$1,370.00																
						\$244,391.23	\$992.50	\$64,455.34	\$15,975.00	\$4,873.28	\$14,214.00	\$16,841.39	\$9,670.00	\$33,899.53	\$25,822.45	\$10,317.88	\$15,530.79	\$34,796.27	\$246,283.05	-\$3,261.82	

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**MINUTES OF THE BOARD OF DIRECTORS MEETING**

**Tuesday, October 14, 2014**

- 1) **ROLL CALL:** President Glenn Reynolds called the meeting to order at 7:04 p.m. Present at roll call: Directors Steve Flint, Ken Coverdell, Arnie Glassberg and Vice-President Chris Mickelsen.

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

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **CONSENT CALENDAR**

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

Director Glassberg reported that he had reviewed the financial claims for the month of September 2014 and found all to be in order.

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

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

**5) MEETINGS ATTENDED / DIRECTOR COMMENTS**

Director Flint reported on a recent City of Half Moon Bay General Plan and Local Coastal Plan (LCP) Update meeting that he had attended. He advised that he will also be attending the next meeting in November and recommended that the District participate directly in discussions with regards to availability of water and the status of priority and non-priority water connections.

Vice-President Mickelsen shared details of the recent Hetch Hetchy Water System tour that he had attended.

President Reynolds reported that he had recently attended a Water Conservation course.

**6) GENERAL BUSINESS**

**A. 340 and 344 Beleville Boulevard - Water Service Agreement for a Non-Complex Pipeline Extension**

Mr. Dickson explained the nature of this pipeline and the location, advising that the applicant will pay the fees and cost of construction for this new water main.

**ON MOTION BY Director Coverdell and seconded by Vice-President Mickelsen, the Board voted as follows, by roll call vote, to approve the Water Service Agreement between Coastside County Water District and TDR properties LLC for construction of a pipeline extension to serve real properties at 340 and 344 Belleville Blvd. in Half Moon Bay:**

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

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

Mr. Dickson introduced this item, explaining the importance of stream gaging, groundwater monitoring, data analysis and modeling for the Denniston and San Vicente Creek watersheds and the value of that information in quantifying the amount of water available for diversion from the creeks in efforts to secure water rights on those streams. Mr. Dickson also answered a few questions from the Board about the services to be provided by Balance Hydrologics.

**ON MOTION BY Director Coverdell and seconded by Director Glassberg, the Board voted as follows, by roll call vote, to authorize to contract with Balance Hydrologics, Inc. for Water Year 2015 stream gaging, groundwater monitoring, data analysis, and modeling for the Denniston Creek and San Vicente Creek watersheds for an estimated time-and-materials cost of \$65,000:**

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

**C. Approval of Job Description and Salary Range for Assistant General Manager Position**

Mr. Dickson explained that approving the position description is the next step in filling the Assistant General Manager position approved by the Board in May 2013. He advised that upon approval of the position description, staff would be retaining a search firm to assist with identifying qualified candidates.

**ON MOTION BY Director Coverdell and seconded by Director Glassberg, the Board voted as follows, by roll call vote, to approve the Assistant General Manager position description and authorize filling the position at a starting annual base salary of \$140,000 to \$150,000:**

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

**D. Conflict-of-Interest Code**

There was no Board discussion with regards to this agenda item.

**ON MOTION BY Director Coverdell and seconded by Vice-President Mickelsen, the Board voted as follows, by roll call vote, to adopt Resolution 2014-07 - Adopting an Amended Conflict of Interest Code.**

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

**E. Quarterly Financial Review**

Mr. Dickson reviewed the year-to-date revenue and expenses for the first quarter of Fiscal Year 2014-2015, noting that the overall financial results are significantly worse than planned, due to drought-related demand reductions. He explained that assuming the drought continues to impact reserve funds, the District will need to make mid-course adjustments to its FY 2014-2015 Financial Plan in order to ensure that the District maintains adequate reserves. He advised the Board that staff will discuss alternatives for such adjustments at the November CCWD Board meeting.

**F. Recycled Water Principles of Agreement**

Director Coverdell updated the Board on the SAM Recycled Water Committee's plans with the development of the principles of agreement. Each of the Board members thanked Director Coverdell for his involvement and efforts with this committee. Director Glassberg expressed concerns with regard to apparent conflicting language in Section 6 - Financing and Section 13 -. Director Coverdell suggested that Director Steve Flint serve as an alternate committee member, and President Reynolds appointed Director Flint as the alternate. Director Coverdell noted that in his follow-up report to the committee members, he would report that the recycled water principles of agreement were received with enthusiastic support from the CCWD Board members.

**G. Rescheduling of November 11, 2014 CCWD Regular Board of Directors Meeting in Recognition of Veterans Day Holiday**

Mr. Dickson explained that the regularly scheduled November CCWD Board meeting falls on the Veterans Day holiday this year and staff is proposing that the meeting be rescheduled for the following day, Wednesday, November 12, 2014.

**ON MOTION BY President Reynolds and seconded by Director Glassberg, the Board voted as follows, by roll call vote, to reschedule the regular November 11, 2014 CCWD Board of Directors meeting to Wednesday, November 12, 2014:**

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

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

**SFPUC Water Supply Update** - Mr. Dickson relayed an update recently provided by Steve Ritchie, SFPUC Assistant General Manager, indicating that wholesale and retail customers are now meeting the 10% cumulative savings target set in January of 2014. He also shared a slide from Mr. Ritchie's presentation entitled "What About Next Year", indicating that he felt we could weather another year as dry as Water Year 2007, which is very similar to 2014, without going to mandatory rationing.

**Administration Building Remodeling Project** - Mr. Dickson reported that the remodeling project is progressing, with demolition completed and electrical and lighting work underway.

**A. Operations Report** - Mr. Guistino reviewed the highlights from his monthly report, including the series of main breaks on Miramontes Point Road, and the issues with the Crystal Springs Pump Station communication.

**B. Water Resources Report**

Ms. Brennan reviewed the Coastside Precipitation Totals for Water Year 2014. She also updated the Board on new landscaping legislation.

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

There were no requests for future Board meetings expressed. Representatives from Erler & Kalinowski, Inc. (EKI) took this opportunity to provide a brief update to the Board on the progress of design of the Main Street Bridge Pipeline Replacement Project.

**9) ADJOURNMENT** - The meeting was adjourned at 8:48 p.m.

Respectfully submitted,

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David R. Dickson, General Manager  
Secretary of the District

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Glenn Reynolds, President  
Board of Directors



**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2015**

	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	0.00	0.48	2.32	71.96	74.76	0.85	73.92
AUG	0.00	0.00	0.10	0.82	73.97	74.89	0.09	74.80
SEPT	0.00	0.00	0.05	0.60	59.58	60.23	0.45	59.78
OCT	0.00	0.00	0.00	0.00	57.13	57.13	0.13	57.00
NOV								
DEC								
JAN								
FEB								
MAR								
APR								
MAY								
JUN								
<b>TOTAL</b>	0.00	0.00	0.63	3.74	262.64	267.01	1.51	265.50
% MONTHLY TOTAL	0.00%	0.00%	0.08%	1.00%	98.92%	100.00%	0.75%	99.25%
% ANNUAL TO DATE TOTAL	0.0%	0.0%	0.2%	1.4%	98.4%	100.0%	0.57%	99.4%

12 Month Running Treated Total **713.04**

**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2014**

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

35.25 denotes estimated due to faulty SFPUC meter

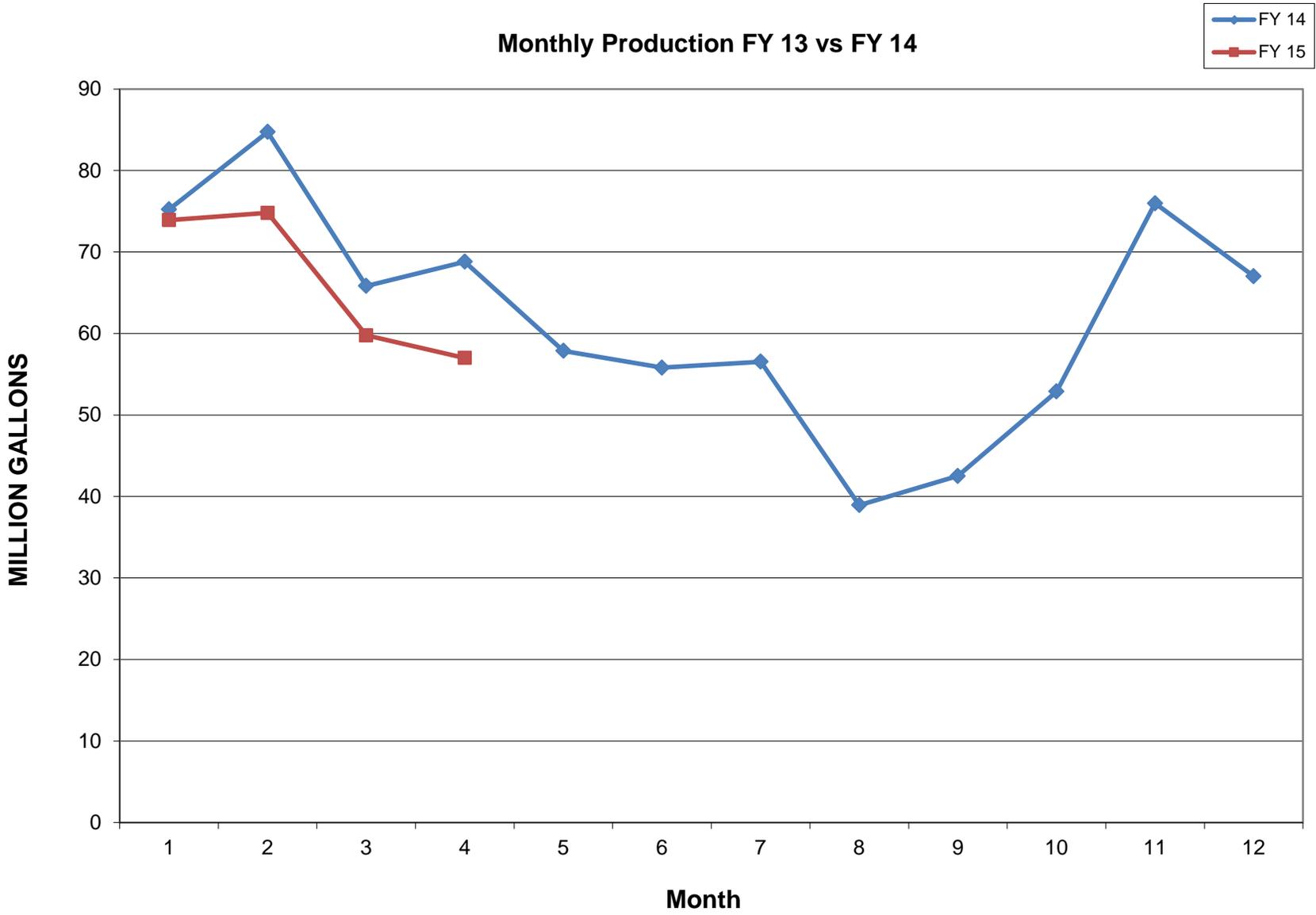
**COASTSIDE COUNTY WATER DISTRICT**

**Predicted vs Actual Production - All Sources FY 15**

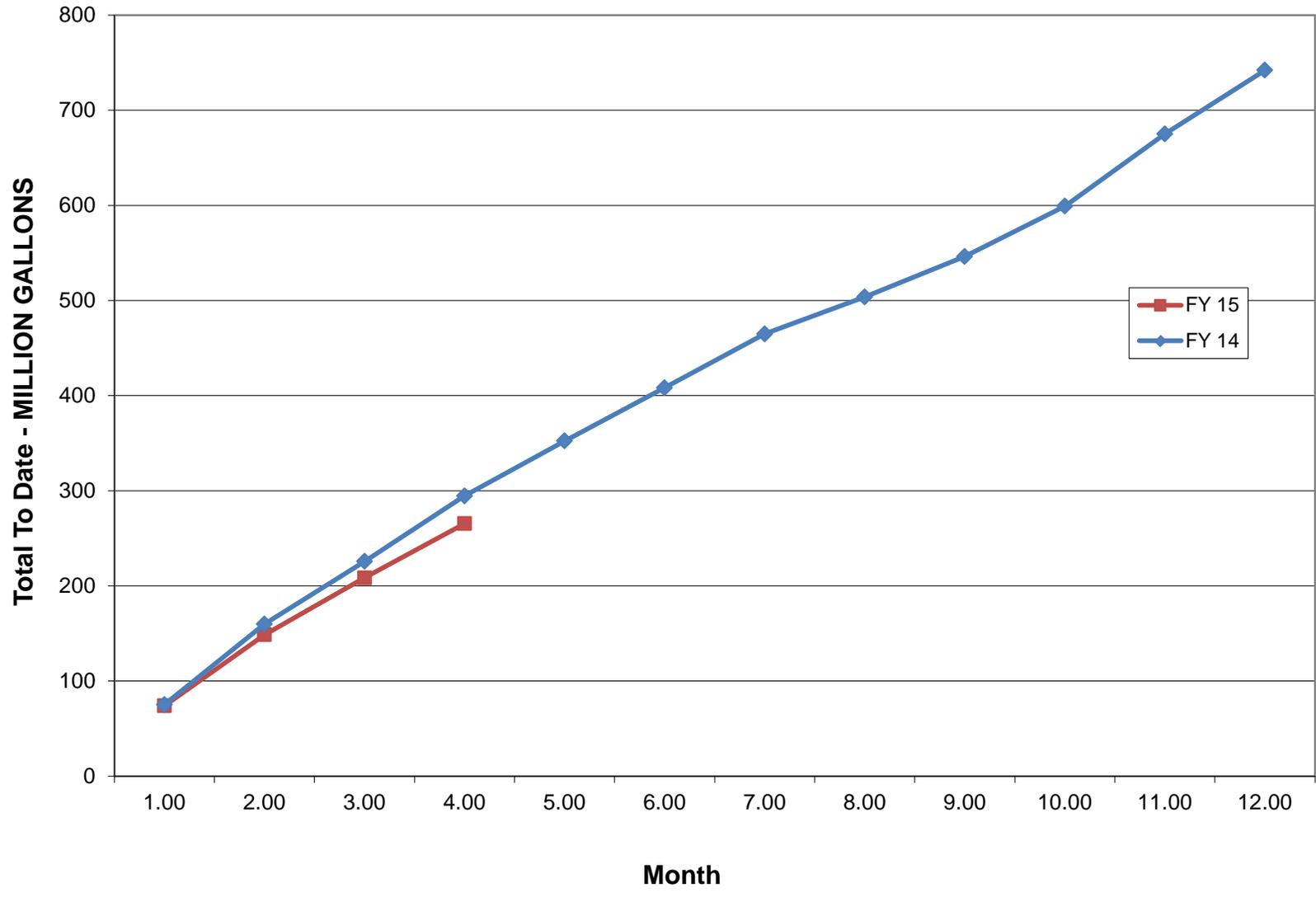
	Denniston Surface			Denniston Wells			Pilarcitos Wells			Pilarcitos Surface			SFWD CSP			SFWD Total	
	Actual MG	Predicted MG	pred-act	Actual MG	Predicted	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG
Jul-14	2.32	5.34	3.02	0.48	0.00	-0.48	0.00	0.00	0.00	0.00	31.42	31.42	71.96	34.44	-37.52	71.96	65.86
Aug-14	0.82	0.00	-0.82	0.10	0.00	-0.10	0.00	0.00	0.00	0.00	47.40	47.40	73.97	32.50	-41.47	73.97	79.90
Sep-14	0.60	0.00	-0.60	0.05	0.00	-0.05	0.00	0.00	0.00	0.00	27.24	27.24	59.58	35.18	-24.40	59.58	62.42
Oct-14	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36.36	36.36	57.13	29.25	-27.88	57.13	65.61
Nov-14			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	46.19
Dec-14			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	39.52
Jan-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	36.19
Feb-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	19.64
Mar-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	19.00
Apr-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	43.53
May-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	63.20
Jun-15			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	60.46
<b>MG Totals</b>	<b>3.74</b>	<b>5.34</b>	<b>1.60</b>	<b>0.63</b>	<b>0.00</b>	<b>-0.63</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>142.42</b>	<b>142.42</b>	<b>262.64</b>	<b>131.37</b>	<b>-131.27</b>	<b>262.64</b>	<b>601.52</b>

	Actual non SFPUC	Predicted non SFPUC	Actual SFPUC	Predicted SFPUC	TOTAL		
					Actual	Predicted	Pred-act
	4.37	5.34	262.64	273.79	267.01	279.13	12.12
<b>% Total</b>	<b>1.64%</b>	<b>1.91%</b>	<b>98.36%</b>	<b>98.09%</b>	<b>95.66%</b>		

Monthly Production FY 13 vs FY 14



Cumulative Production FY 13 vs.FY14



Plant Water Use*			Unmetered Water						2014		MG	
	Denniston Plant	Nunes Plant	Total	Main Flushing	Detector Checks*	Main Breaks	Fire Dept	Miscellaneous	Tank Level Difference	Total		
JAN	0.110	0.000	0.110	0.973	0.017	0.020	0.000	0.014	-0.258	1.097		
FEB	0.270	0.000	0.270	0.000	0.009	0.216	0.002	0.014	0.562	1.613		
MAR	0.000	0.000	0.000	0.000	0.009	0.007	0.002	0.014	-0.416	-0.384		
APR	0.000	0.000	0.000	0.000	0.004	0.000	0.000	0.014	0.193	0.211		
MAY	0.000	0.000	0.000	0.000	0.006	0.005	0.000	0.014	-0.084	-0.059		
JUN	0.103	0.000	0.103	0.000	0.005	0.067	0.000	0.014	0.412	0.807		
JUL	0.230	0.000	0.230	0.054	0.010	0.046	0.000	0.014	0.032	0.845		
AUG	0.000	0.000	0.000	0.000	0.004	0.023	0.000	0.114	-0.055	0.086		
SEP	0.000	0.000	0.000	0.000	0.003	0.347	0.000	0.014	0.088	0.452		
OCT	0.000	0.000	0.000	0.013	0.012	0.050	0.000	0.140	-0.087	0.128		
NOV			0.000							0.000		
DEC			0.000							0.000		
<b>TOTAL</b>	<b>0.71</b>	<b>0.00</b>	<b>0.71</b>	<b>1.04</b>	<b>0.08</b>	<b>0.78</b>	<b>0.00</b>	<b>0.37</b>	<b>0.39</b>	<b>4.79</b>		



0.53 residential change	0.10	0.16	0.24	0.19	1.00	1.00	1.00
0.48 non residential change	0.17	-0.02	0.19	-0.01	1.00	1.00	1.00
0.51 Total	0.14	0.09	0.21	0.13	1.00	1.00	1.00
sum fy 14	250.27						
sum fy 13	448.07						
	0.44						

## 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	10/1/2014	10/3/14	737 Mill Street HMB									
				S	3/4 PL	2,500	\$750.00	\$299.00	3	5	\$750	<b>\$1,799.00</b>
2	10/6/2014	10/6/2014	200 Block of Ave Granada, EG									
				M	6" CI	10,000	\$600.00	\$405.00	4	3	\$600	<b>\$1,605.00</b>
3	10/3/2014	10/6/2014	Miramontes Point Road									
				M	10" DI	2,000	\$1,200.00	\$961.28	4	8	\$1,600	<b>\$3,761.28</b>
4	10/6/2014	10/7/2014	506 Sonora Ave EG									
				M	6"CI	15,000	\$450.00	\$345.00	3	3	\$450	<b>\$1,245.00</b>
5	10/11/2014	10/14/2014	585 Palma St. EG									
				M	6" CI	4,000	\$800.00	\$714.61	4	4	\$800	<b>\$2,314.61</b>
6	10/18/2014	10/18/2014	1300 Pilarcitos Ave HMB						Overtime		\$1,470	<b>\$3,648.79</b>
				M	10" CI	10,000	\$1,750.00	\$428.79	3	7		
7	10/20/2014	10/21/2014	2056 Borduex Lane HMB						Partial OT			
				M	6"CI	1,500	\$1,200.00	\$703.00	5	6	\$1,500	<b>\$3,403.00</b>
8	10/14/2014	10/22/2014	335 Coronado Ave Miramar									
				M	6"CI	5,000	\$1,400.00	\$835.50	3	7	\$1,050	<b>\$3,285.50</b>

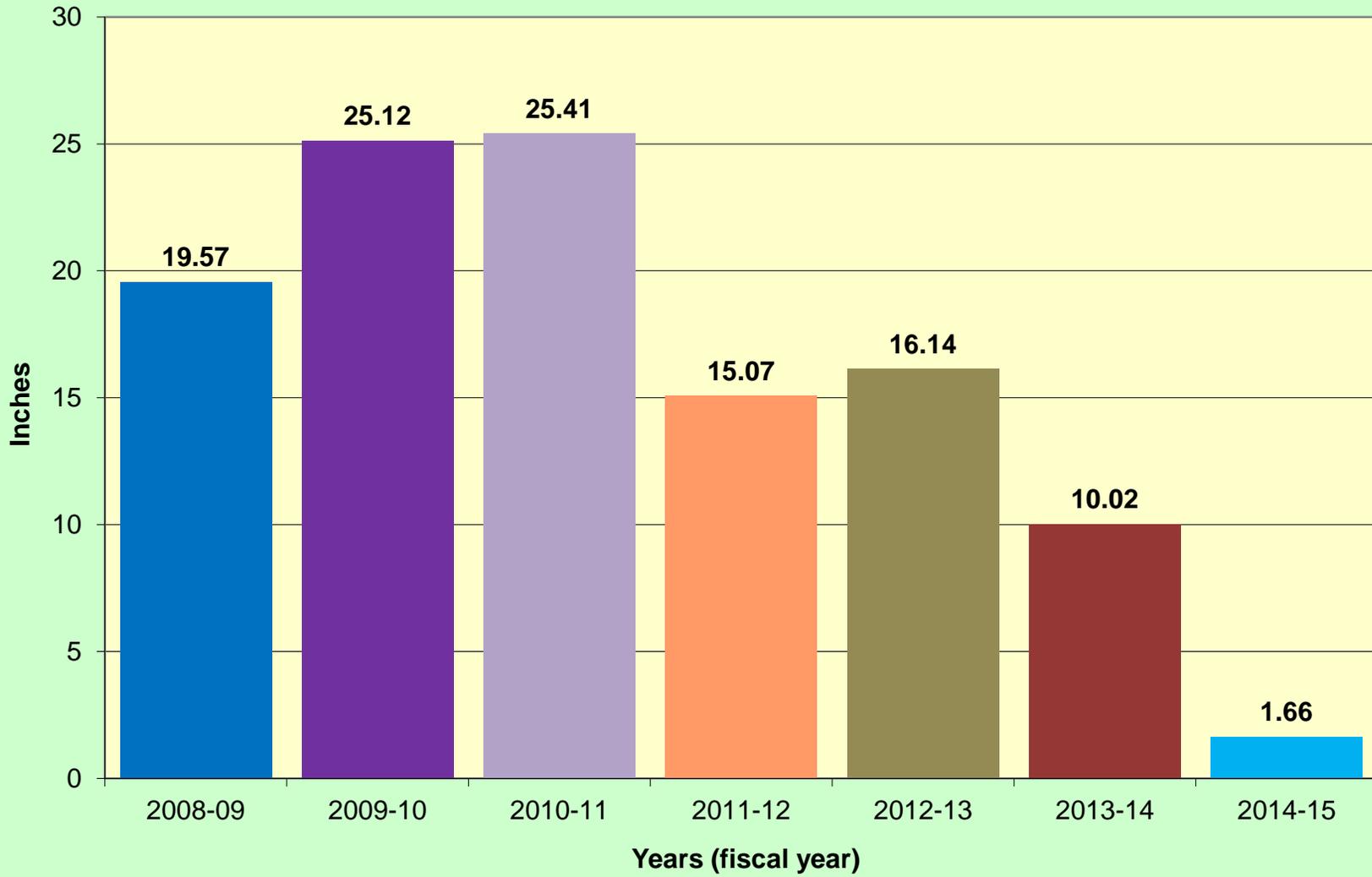
<b>Totals</b>						<b>50,000</b>	<b>\$6,400.00</b>	<b>\$4,692.18</b>	<b>29</b>	<b>43</b>	<b>\$6,750</b>	<b>\$21,062.18</b>
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\*includes 1,000 gallons for mains to daylight plus 1,000 gallons to flush mains or 100 gallons to flush services **Staff x hours = 1247**

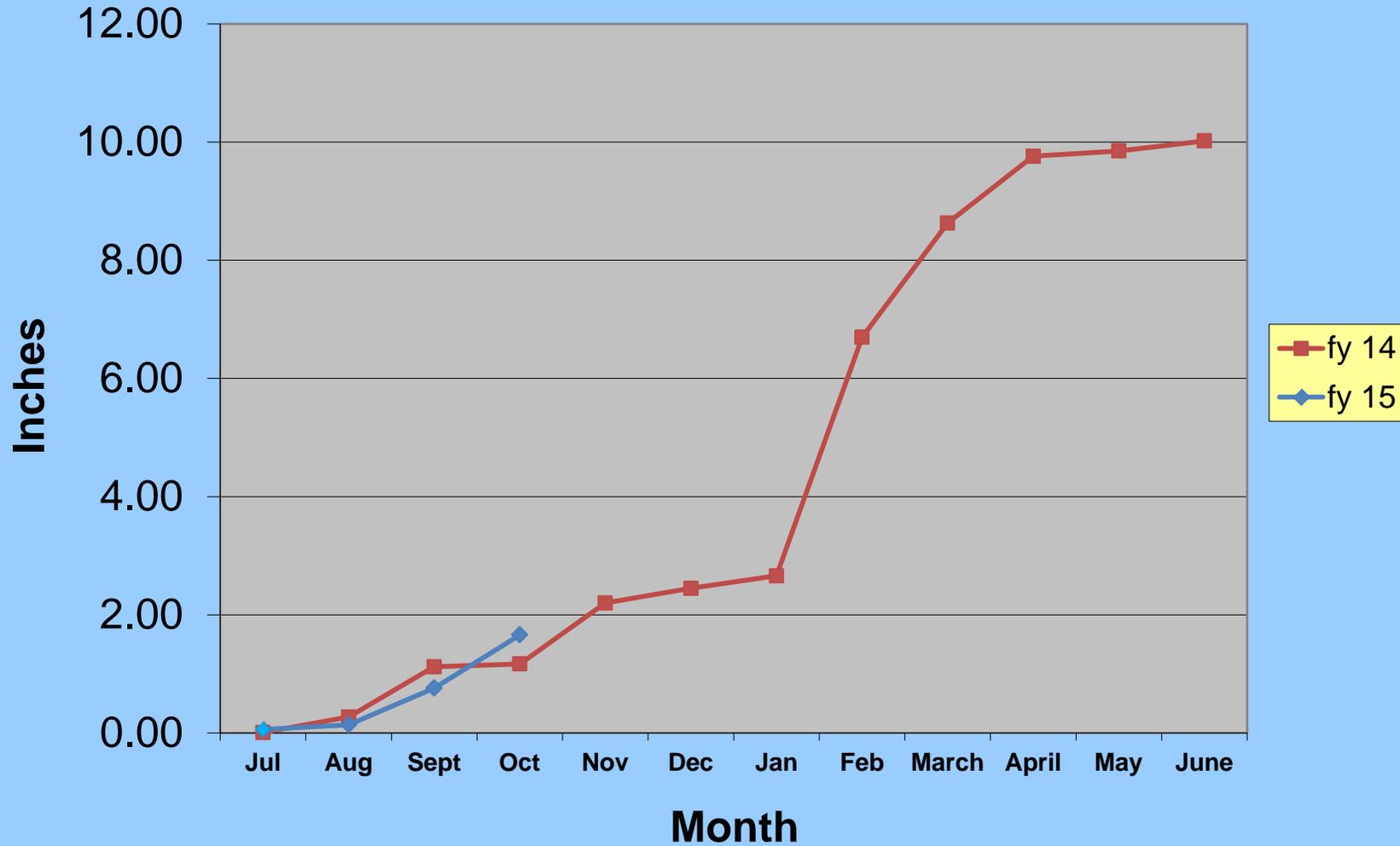


# Rain Totals

## Fiscal Years 09 - 15



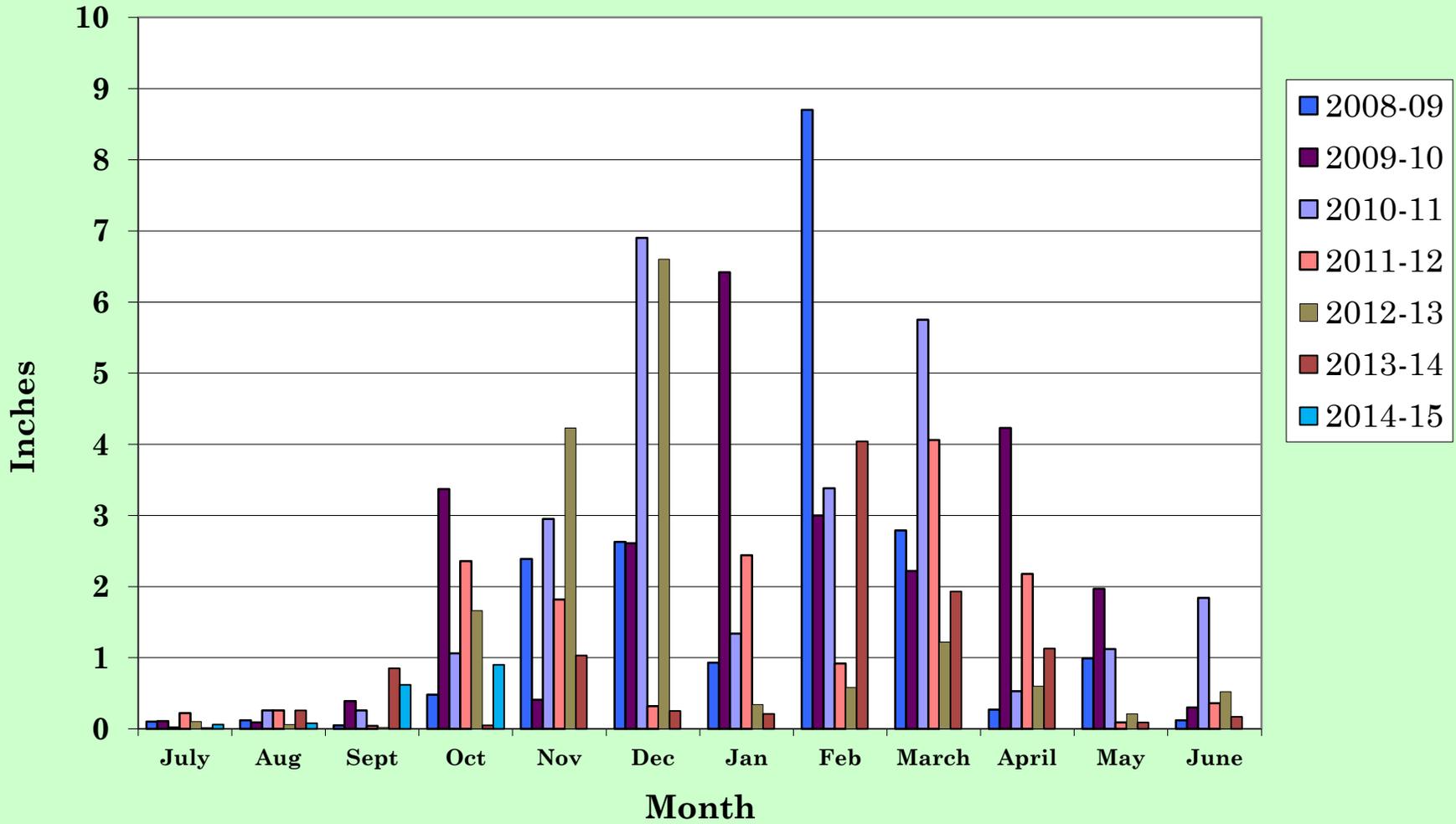
## Rainfall Total Comparison Fiscal Years 14 and 15



# Coastside County Water District

## Rainfall by Month

Fiscal Years 08 - 14



MONTHLY CLIMATOLOGICAL SUMMARY for OCT. 2014

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

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

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	65.1	84.6	2:30p	49.7	5:00a	5.3	5.4	0.01	1.6	14.0	12:00p	E
2	69.4	89.4	1:30p	54.5	7:30a	3.2	7.6	0.00	1.6	18.0	10:30a	E
3	69.7	82.9	4:30p	57.4	2:30a	1.8	6.5	0.00	0.9	10.0	9:00a	W
4	65.8	81.9	4:00p	52.4	12:00m	3.4	4.1	0.00	1.0	8.0	4:00p	W
5	56.8	66.6	4:00p	47.2	7:00a	8.3	0.0	0.00	0.7	8.0	2:30p	W
6	56.9	65.1	5:00p	48.9	6:30a	8.1	0.0	0.00	0.8	8.0	1:30p	W
7	58.8	65.3	2:00p	53.8	7:30a	6.2	0.0	0.00	1.2	12.0	4:30p	W
8	59.0	65.7	3:00p	53.8	7:30a	6.0	0.0	0.00	0.8	9.0	3:30p	W
9	59.1	63.7	4:30p	56.1	8:30a	5.9	0.0	0.00	1.0	12.0	2:30p	W
10	58.7	61.7	4:00p	57.6	7:00p	6.3	0.0	0.00	1.0	10.0	1:30p	W
11	59.4	66.1	5:00p	55.9	7:30a	5.6	0.0	0.00	0.9	9.0	11:00a	W
12	65.4	87.5	2:00p	53.0	3:00a	5.0	5.4	0.00	1.3	18.0	1:00p	NE
13	61.2	72.4	11:00a	53.5	2:30a	4.6	0.8	0.00	1.2	10.0	3:00p	WSW
14	63.2	69.0	1:00p	59.6	7:00a	2.2	0.4	0.00	2.9	17.0	1:00p	WSW
15	62.4	69.2	12:30p	53.9	12:00m	3.3	0.7	0.05	1.7	11.0	1:30a	WSW
16	57.3	66.1	4:00p	49.4	6:00a	7.7	0.0	0.01	1.1	10.0	2:00p	W
17	60.7	74.6	3:00p	49.3	4:00a	6.2	1.9	0.00	1.4	13.0	2:30p	WSW
18	63.4	72.6	11:00a	56.4	12:00m	3.3	1.7	0.00	1.1	11.0	10:30a	E
19	60.5	69.8	4:30p	53.5	5:30a	5.1	0.5	0.01	0.7	8.0	12:30p	W
20	61.0	68.4	3:30p	52.6	12:00m	4.4	0.4	0.09	0.6	10.0	11:00a	S
21	57.1	66.3	4:00p	49.1	5:30a	7.9	0.1	0.01	1.6	13.0	1:30p	E
22	58.5	68.6	1:30p	48.3	4:30a	7.2	0.6	0.00	1.3	12.0	12:00p	E
23	60.6	70.3	2:30p	54.0	3:30a	5.3	0.9	0.00	0.8	8.0	3:30p	E
24	60.0	68.1	2:00p	49.9	7:00a	5.5	0.4	0.01	1.4	13.0	2:00p	WSW
25	63.9	70.8	3:00p	55.0	12:00m	2.4	1.3	0.33	3.4	19.0	3:00a	WSW
26	56.9	65.9	1:30p	49.3	8:00a	8.1	0.1	0.01	1.4	14.0	5:30p	E
27	55.1	66.3	3:30p	45.9	6:30a	10.0	0.1	0.01	1.2	13.0	2:30p	E
28	56.8	70.2	3:30p	46.4	6:30a	8.7	0.5	0.00	1.3	12.0	4:00p	E
29	63.6	83.3	3:30p	49.1	4:30a	5.3	3.8	0.00	1.9	19.0	9:00a	NE
30	60.0	68.5	11:30a	54.5	7:00a	5.2	0.2	0.00	1.1	9.0	1:00p	WSW
31	58.5	62.0	9:00a	53.3	12:00m	6.5	0.0	0.36	0.8	10.0	8:30a	SSW
<hr/>												
	60.8	89.4	2	45.9	27	174.0	43.4	0.90	1.3	19.0	25	W

Max >= 90.0: 0

Max <= 32.0: 0

Min <= 32.0: 0

Min <= 0.0: 0

Max Rain: 0.36 ON 10/31/14

Days of Rain: 4 (>.01 in) 2 (>.1 in) 0 (>1 in)

Heat Base: 65.0 Cool Base: 65.0 Method: Integration



# San Francisco Public Utilities Commission

## Hydrological Conditions Report

### For September 2014

J. Chester, C. Graham, A. Mazurkiewicz, & M. Tsang, October 10, 2014



**High Emigrant Lake and *Big Sam* (10,825 ft) in the back ground at the top of Cherry Creek Watershed (photo taken on the 1<sup>st</sup> day of Water Year 2015). A historic road crosses over the top of Big Sam which provided access to the high country lakes and mining claims. The road was subsequently decommissioned and now serves as a hiking route into the Emigrant wilderness.**

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

Table 1 Current Storage As of October 1, 2014							
Reservoir	Current Storage		Maximum Storage		Available Capacity		Percentage of Maximum Storage
	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	
<b>Tuolumne System</b>							
Hetch Hetchy <sup>1</sup>	278,370		360,360		81,990		77.2%
Cherry <sup>2</sup>	180,389		273,340		92,951		66.0%
Lake Eleanor <sup>3</sup>	19,330		27,100		7,770		71.3%
Water Bank	238,693		570,000		331,307		41.9%
Tuolumne Storage	716,782		1,230,800		514,018		58.2%
<b>Local Bay Area Storage</b>							
Calaveras <sup>4</sup>	15,839	5,161	96,824	31,550	80,985	26,389	16.4%
San Antonio	46,603	15,186	50,496	16,454	3,893	1,269	92.3%
Crystal Springs	52,409	17,078	58,377	19,022	5,967	1,944	89.8%
San Andreas	17,249	5,621	18,996	6,190	1,747	569	90.8%
Pilarcitos	2,108	687	2,995	976	886	289	70.4%
Total Local Storage	134,208	43,732	227,688	74,192	93,479	30,460	58.9%
<b>Total System</b>	<b>850,990</b>		<b>1,458,488</b>		<b>607,498</b>		<b>58.3%</b>

<sup>1</sup> Maximum Hetch Hetchy Reservoir storage with drum gates activated.

<sup>2</sup> Maximum Cherry Reservoir storage with flash-boards in.

<sup>3</sup> Maximum Lake Eleanor storage with flash-boards in.

<sup>4</sup> Available capacity does not take into account current DSOD storage restrictions.

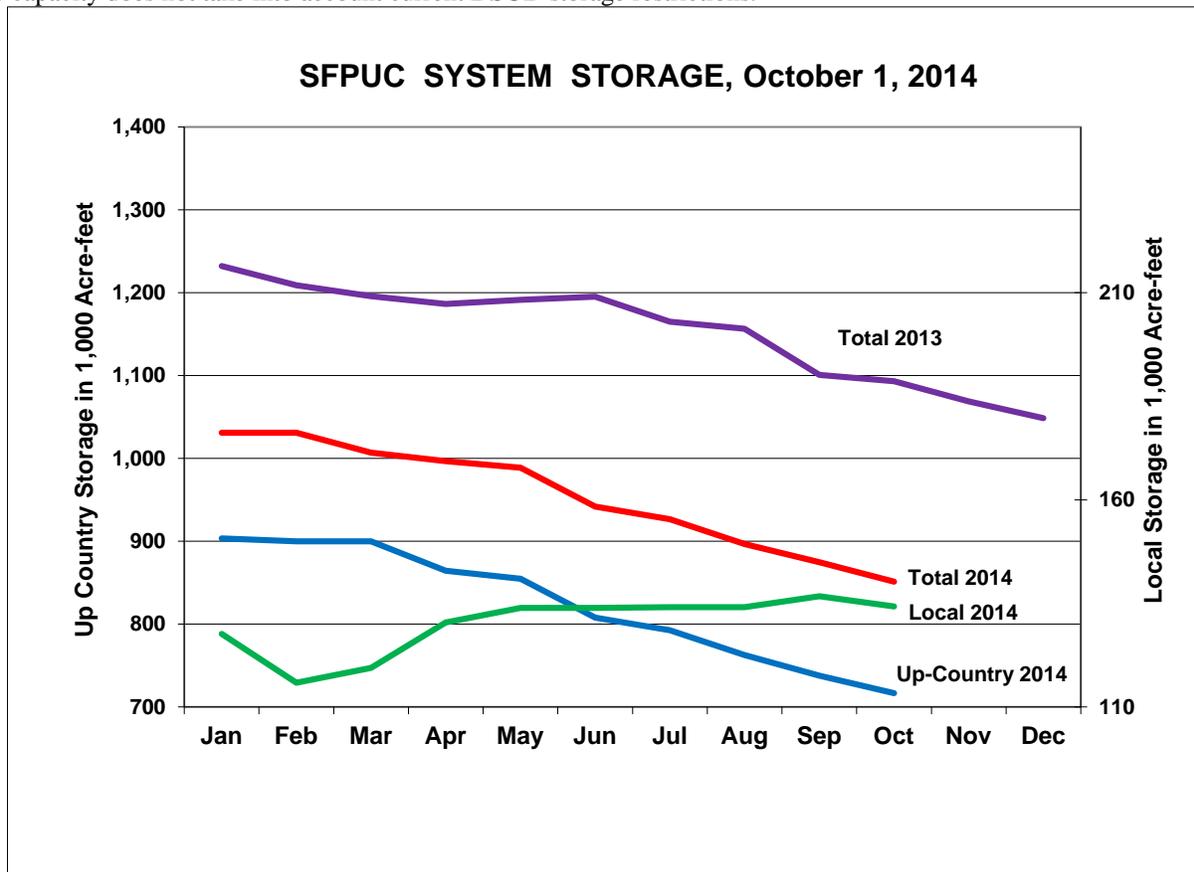
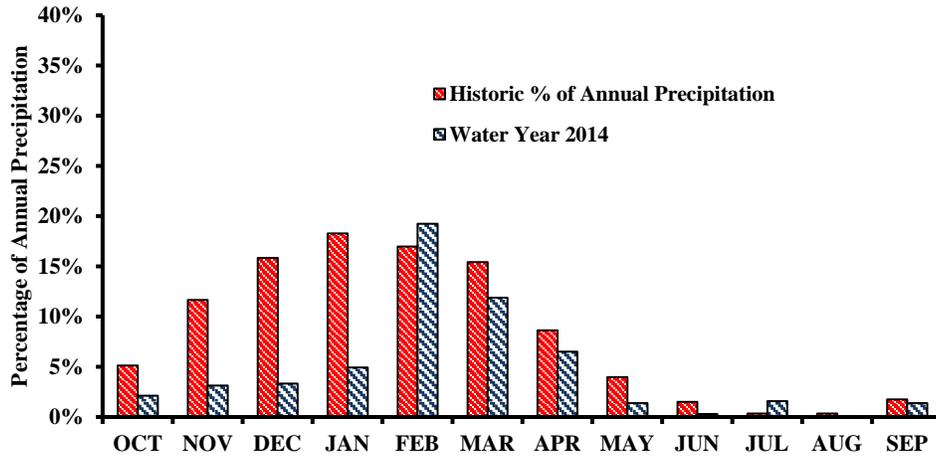


Figure 1: Monthly system storage for WY 2014

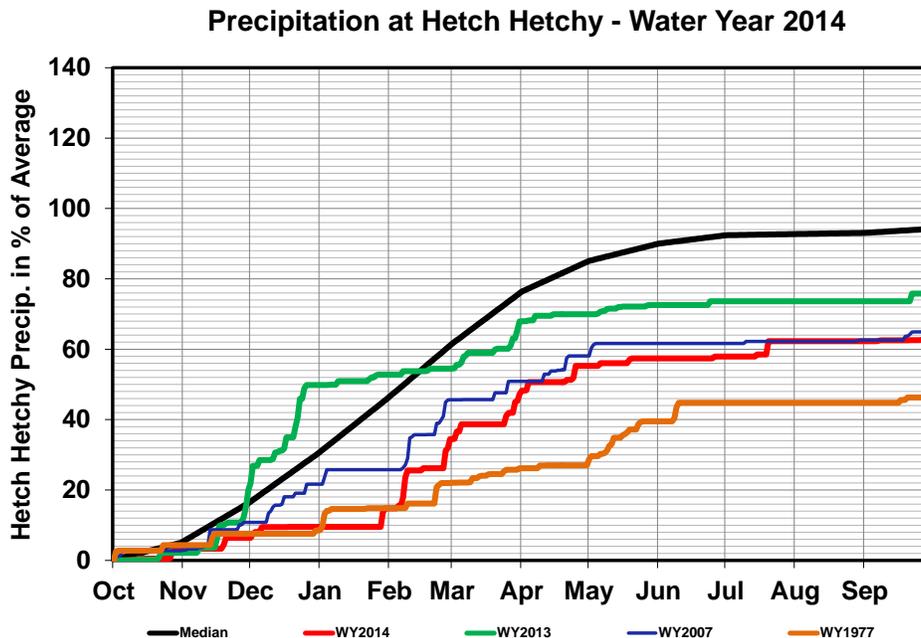
## Hetch Hetchy System Precipitation Index <sup>5/</sup>

*Current Month:* The September six-station precipitation index is 0.52 inch, or 76.8% of the average index for the month.



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

*Cumulative Precipitation to Date:* The accumulated six-station precipitation index for water year 2014 was 20.0 inches, which is 56.2% of the average annual water year total. Hetch Hetchy received 0.51 inches of precipitation in September, for a water year total of 22.7 inches. The cumulative Hetch Hetchy precipitation is shown in Figure 3 in red.



**Figure 3.** Water year 2014 cumulative precipitation measured at Hetch Hetchy Reservoir through September 30<sup>th</sup>, 2014. Precipitation at the Hetch Hetchy gauge for wet, dry, median, and WY 2013 are included for comparison purposes.

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

## Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange as of September 30<sup>th</sup> is summarized below in Table 2.

<b>Table 2 Unimpaired Inflow Acre-Feet</b>								
	September 2014				October 1, 2013 through September 30, 2014			
	Observed Flow	Median <sup>6</sup>	Average <sup>6</sup>	Percent of Average	Observed Flow	Median <sup>6</sup>	Average <sup>6</sup>	Percent of Average
Inflow to Hetch Hetchy Reservoir	996	3,088	4,874	20.4%	327,800	708,675	741,461	44.2%
Inflow to Cherry Reservoir and Lake Eleanor	0	803	1,908	0.0%	172,243	445,473	452,362	38.1%
Tuolumne River at La Grange	4,377	7,169	11,184	39.1%	600,998	1,717,116	1,828,483	32.9%
Water Available to the City	0	0	875	0.0%	19,910	594,746	779,291	2.6%

<sup>6</sup> Hydrologic Record: 1919 – 2010

### Hetch Hetchy System Operations

Draft and releases from Hetch Hetchy Reservoir in the month of September totaled 24,075 acre-feet to meet SJPL deliveries and instream release requirements. The instream release schedule at Hetch Hetchy Reservoir for the month of September was year type C (below normal conditions). This year type is based upon accumulated runoff in water year 2014, starting October 1<sup>st</sup>, 2013 through July 31, 2014. The instream release requirement from Hetch Hetchy Reservoir for the first half of September was 75 cfs and 50 cfs for the second half of the month. Releases for the month of October are 35 cfs under the type C water year condition.

A power draft of 10,867 acre-feet was made from Cherry Reservoir during the month of September to meet District inflow obligations. No water was transferred from Lake Eleanor to Cherry Reservoir due to summer time elevation requirements at Lake Eleanor. The required minimum instream release from Lake Eleanor for the first half of September was 20 cfs and 10 cfs for the second half of the month. Required instream releases from Cherry Reservoir during September were 15 cfs. During the month of October, an instream release requirement from Lake Eleanor is 10 cfs and 5 cfs from Cherry Reservoir.

### Local System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for the month of September was 37 MGD. The Sunol Valley Water Treatment Plant production rate for the month was 13 MGD.

### Local System Water Delivery

The average September delivery rate was 201MGD which is a 13% decrease below the August rate of 227 MGD. Delivery rates remain lower than expected for this time of year.

## Local Precipitation

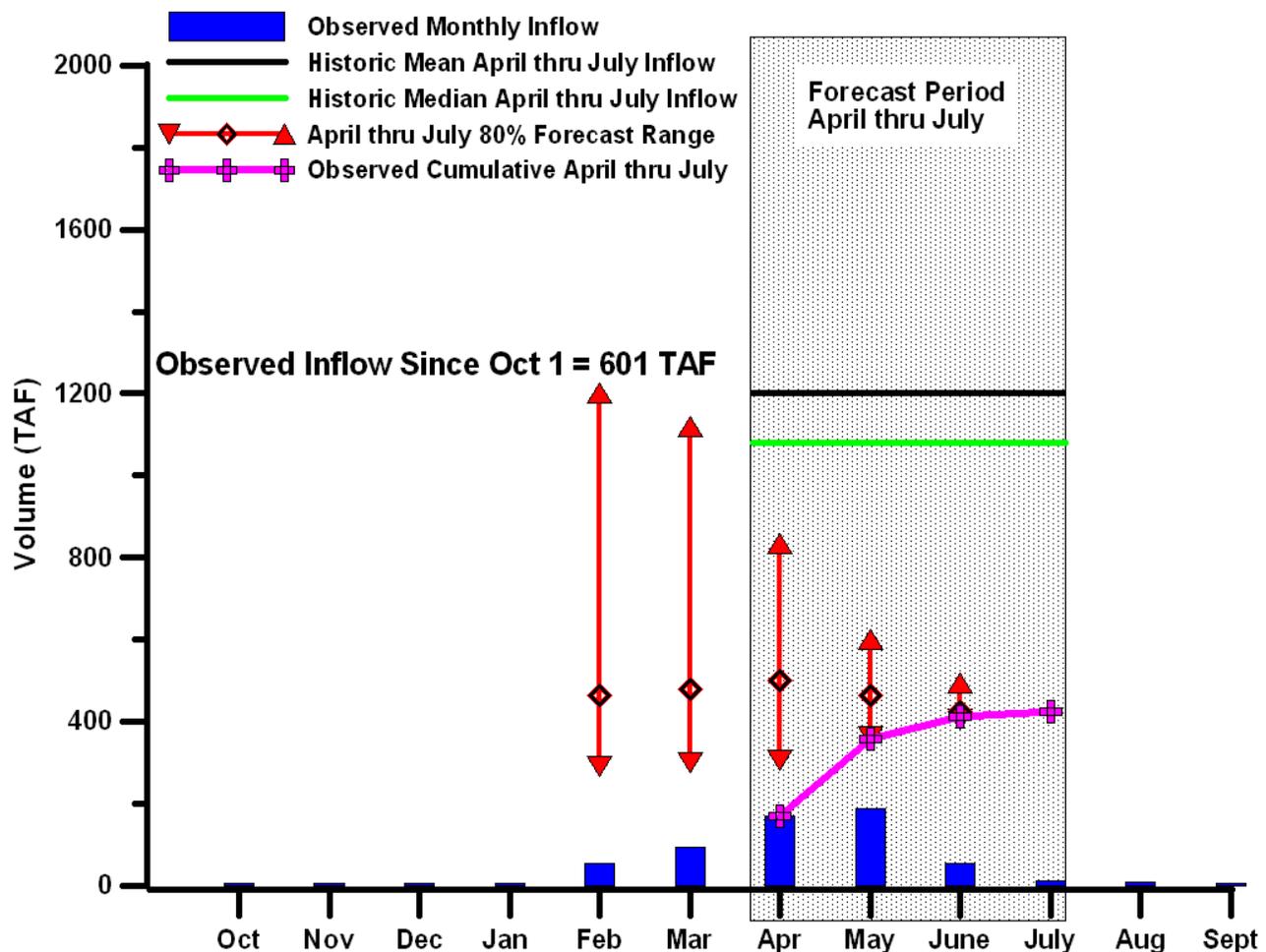
A seasonally robust precipitation event occurred mid-month across the local area watersheds. This rain event ended the Water Year 2014 with above average rainfall for the month. Year-to-date rainfall totals remain below average. The September rainfall summary is presented in Table 3.

Reservoir	Month Total (inches)	Percentage of Average for the Month	Water Year to Date <sup>7</sup> (inches)	Percentage of Average for the Year-to-Date <sup>7</sup>
Pilarcitos	0.86	169%	24.20	61%
Lower Crystal Springs	0.57	173%	14.95	55 %
Calaveras	0.39	126%	8.98	41 %

<sup>7</sup> WY 2014: Oct. 2013 through Sep. 2014.

## Snowmelt and Water Supply

The Tuolumne Basin Water Supply Forecast model was executed on June 1<sup>st</sup> 2014 using the measured snow course, precipitation, and runoff data. The forecast indicated that the median amount of runoff that may occur this year was about 39% of the long-term median (Figure 4). The median forecast of April-through-July runoff was 425 TAF, compared to the long-term median runoff for the April-through-July period of 1,080 TAF. The resulting observed April- through-July runoff at La Grange was 423 TAF.



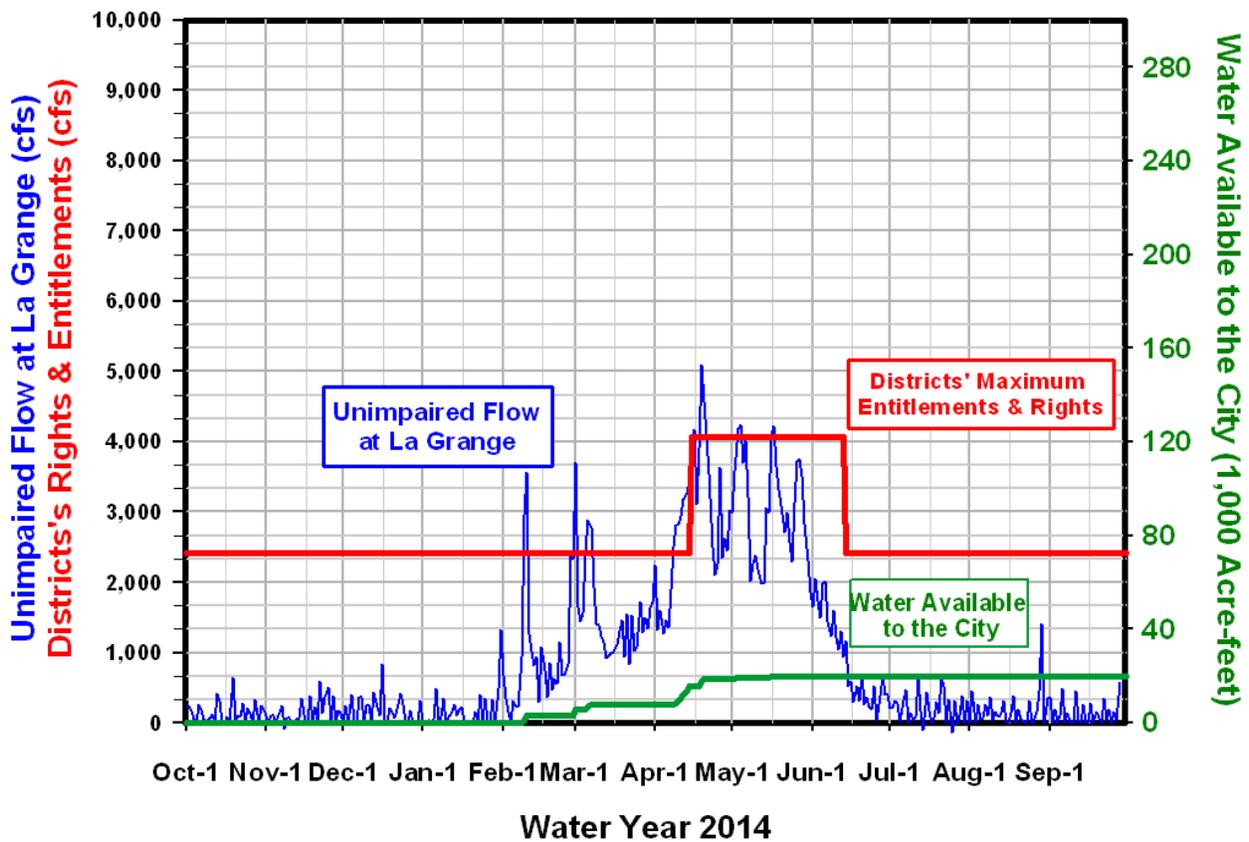
**Figure 4:** Water Year conditions for the Tuolumne River at La Grange and for the 80% water supply forecast range (triangles represent the 90% and 10% forecasts, the open diamond represents the median forecast).

September 30<sup>th</sup> marked the end of water year 2014 which ended with 56% of normal precipitation and 33% of normal inflows on the Tuolumne River. The three-year sequence of water years 2012 through 2014 is the driest on record, in both precipitation and inflow conditions. Due to “Water First” system operations and efforts of customer water conservation, the overall system storage (58% of capacity as compared to October 1, 2013 of 77%) is relatively high given these historic dry conditions. Water conservation efforts and prudent system management will continue to ensure a reliable water supply into water year 2015.

As water year 2015 begins (on October 1), so does the increased chance of storm events. The National Weather Service climate forecast is for above normal temperatures through December. The Climate Prediction Center seasonal forecast does not indicate above or below normal precipitation conditions for this upcoming winter at this time.

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

### Unimpaired Flow at La Grange & Water Available to the City



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

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

## STAFF REPORT

**To:** Coastside County Water District Board of Directors

**From:** David Dickson, General Manager

**Agenda:** November 12, 2014

Report

Date: November 7, 2014

**Subject:** Adjusting the Fiscal Year 2015 Financial Plan in Response to Drought-Related Revenue Shortfall

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### **Recommendation:**

Discuss and provide input to staff. No action required.

### **Background:**

Over the last several months, the District's customers have responded well to our request for voluntary conservation and to the water use restrictions the District imposed in response to State Water Resources Control Board mandates. As a result, year-to-date financials for the four months ending October 31 show water sales revenue \$340,000, or about 9.4% below budget:

DESCRIPTION	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
Water Revenue -All Areas	3,264,248	3,604,128	(339,880)	-9.4%

Assuming this trend continues, full-year water sales revenue could fall \$1,000,000 short of budget. With non-operating revenue and operating expenses coming in close to budget, this shortfall would reduce the contribution to capital and reserves to \$800,000 from the budgeted \$1,800,000.

Given the District's current reserves and the need to maintain reserve balances at a minimum of 15% of operating revenue as established by policy, the District's cash flow for the remainder of the fiscal year will not be sufficient to fund the planned Capital Improvement Program (CIP). As the table below indicates, we would need about \$1.3 million in additional funding to complete CIP projects planned for Fiscal Year 2015.

**Reserve Balances as of October 31, 2014** (from Monthly Investment Report)

Capital and Operating Reserve	\$2,055,565		
Rate Stabilization Reserve		\$250,000	
Total District Reserves	\$2,055,565	\$250,000	\$2,305,565
<hr/>			
- Minimum Reserve Balance (15% operating revenue) (based on projected \$8 million)	\$1,200,000		
= Reserves Available to Fund CIP	\$855,565		
<hr/>			
+ FY15 Contribution to CIP & Reserves (projected remaining)	\$500,000		
<b>= Total Available CIP Funding to Year End</b>	<b>\$1,355,565</b>		
<hr/>			
FY15 CIP Cost to Year End (see Attachment A )	\$2,511,000		
+ Projected Remaining Cost for Previous FY Projects	\$170,000		
<b>= CIP Funding Required</b>	<b>\$2,681,000</b>		
<hr/>			
<b>CIP Funding Shortfall</b>	<b>\$1,325,435</b>		

The District can deal with this funding shortfall through one or a combination of the following actions:

- Eliminating or delaying planned capital projects
- Raising rates
- Borrowing to fund capital projects

Delaying capital projects is a viable short-term strategy for reducing cash flow requirements. Attachment B presents a revision of the capital project status report presented in Attachment A showing the impact of putting on hold most Fiscal Year 2015 capital projects which are not already in progress or otherwise committed. These changes would bring the CIP funding requirement for the remainder of Fiscal Year 2015 down to about \$1,328,000, approximately in line with the funding available as shown in the table above.

Although freezing the CIP would avert an immediate cash flow crisis, the District will still need a combination of borrowing and rate increases, as anticipated in the Fiscal Year 2014/15 to Fiscal Year 2023/24 District Financing Plan (Financing Plan), in order to fund operating and capital project expenses. The Financing Plan anticipates District borrowing of \$3,000,000 in Fiscal Year 2016 and \$2,500,000 in Fiscal Year 2017, as well as rate increases of about 8% in each of those years. We will need to re-evaluate the Financial Plan in light of drought impacts.

Staff recommends the following direction for the Board's consideration:

1. Freeze Fiscal Year 2015 funding for CIP projects as indicated in Attachment B.
2. Establish a line of credit for the District to tap if needed for emergencies or to deal with further financial consequences of intensifying drought conditions.
3. Initiate the process for the FY2016 long-term borrowing contemplated in the Financing Plan.
4. In order to anticipate actions the District may need to take, develop CIP and Financing Plan scenarios based on continuation of current reduced demand as well as on possible further demand reductions and increased costs we would experience if mandatory rationing becomes necessary.



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

10/31/2014

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

**Previous CIP Projects - paid in FY 14/15**

Nunes WTP Access Road Repaving Proj - Phase 1		\$ 320	\$ 95,000			Notice to Proceed has been issued
El Granada Tank #2 Recoating/Repair Project		\$ 45,676	\$ 45,676			Complete
Denniston Water Supply Development		\$ 10,272	\$ 10,272			
Miramar Tank Fence Replacement		\$ 26,418	\$ 26,418			Complete
Nunes Hydropneumatic Systems Improvements		\$ 5,001	\$ 80,000			Under construction, completion October '14
<b>PREVIOUS YEAR TOTALS</b>						In Progress
	\$ -	\$ 87,687	\$ 257,366	\$ (257,366)		

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

Sunrise Court Pipeline Replacement		\$ 34,489	\$ 34,489			Complete
Denniston Dam Repair		\$ 700				
<b>NON-BUDGETED TOTALS</b>						
	\$ -	\$ 35,189	\$ 34,489	\$ (34,489)		

<b>CIP TOTALS</b>					
	\$ 2,798,000	\$ 456,474	\$ 3,136,855	\$ (338,855)	



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

10/31/2014

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

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**PREVIOUS YEAR TOTALS \$ - \$ 87,687 \$ 257,366 \$ (257,366)**

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

Sunrise Court Pipeline Replacement		\$ 34,489	\$ 34,489			Complete
Denniston Dam Repair		\$ 700				

**NON-BUDGETED TOTALS \$ - \$ 35,189 \$ 34,489 \$ (34,489)**

**CIP TOTALS \$ 2,798,000 \$ 456,474 \$ 1,784,855 \$ 1,013,145**

## **STAFF REPORT**

**To:** Coastside County Water District Board of Directors

**From:** David Dickson, General Manager

**Agenda:** November 12, 2014

Report

Date: November 7, 2014

**Subject:** General Manager's Report

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### **Recommendation:**

None. Information only.

### **Background:**

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

- 1. SFPUC Water Supply Update:** Steve Ritchie made a presentation on SFPUC water supply conditions to the BAWSCA Water Supply Management Representatives on November 6. He pointed out that the three-year period of 2012-2014 is the driest three-year period in SFPUC's 97-year hydrologic record. Based on tree ring analysis, the flow deficit (amount below median flow) on the Tuolumne River at LaGrange hasn't been this bad since 1776-1778. Nonetheless, he said, careful management of supplies and successful demand reduction by SFPUC customers has left them "well prepared for the future." While he still maintains that they can continue the current 10% voluntary reduction regime through a drier than normal year similar to 2007, his overall tone was much less optimistic than in his previous appearances. His message, echoed in subsequent presentations by BAWSCA staff, was that we should prepare ourselves for the possibility of mandatory rationing. And, above all, pray for rain.
- 2. Administration Building Remodeling Project:** Looking around you at the Board meeting, you will see significant progress on the remodeling project. The contractor's current schedule has the building ready for move-in on December 19.

## **MONTHLY REPORT**

**To:** David Dickson, General Manager  
**From:** Joe Guistino, Superintendent of Operations  
**Agenda:** November 12, 2014

**Report**  
**Date:** November 5, 2014

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### **Monthly Highlights**

#### Nunes Utility Water System

Working with the contractor to resolve deficiencies in the system and its operation.

#### Avenue Cabrillo Project Phase 3A

Project about 40% complete.

### **Source of Supply**

Crystal Springs Reservoir was the only source of supply in October.

### **System Improvements**

#### El Granada Tank 2

The leak reported last month from the drain line was repaired by a dive company in October. There were no issues related to the repair. A local contractor was the low bid for final landscaping and retaining wall work needed at this site. All work on the site should be completed by November 15.

#### Nunes Access Road

The Nunes Access Road was repaved in October. Access safety by the chemical delivery trucks is greatly improved.

#### Hydrant Repairs

The Fire District has reinvigorated their hydrant inspection program resulting in more repair orders coming in for the crews. We have painted and turned in to the Fire District a number of hydrant caps for them to use when needed.

### **Other Activities Update:**

#### Nunes Utility Water System

The new utility water system was installed at Nunes WTP in October. It is reliably providing required water but is not working in the manner originally described. The manufacturer of the equipment did not program the operating system as scoped in the original design. The contractor is working to get the system programmed correctly and it should be fully functional in November.

### Crystal Springs Pump Station (CSPS) issues

Although we have not yet resolved the issue with the AT&T leased data lines , we have established communication with CSPS over the internet via a Verizon cellular modem. We have ordered Calcon to procure and install a satellite communication device to connect to the internet as a more reliable long-term solution. This should be done in November. We will still continue to pursue a solution with AT&T.

### **Regulatory Agency Interaction**

#### California State Water Resources Control Board (SWRCB)

We submitted our annual Self-Monitoring Report in October.

### **Safety/Training/Inspections/Meetings**

#### Meetings Attended

6 October – Met with Calcon to discuss Crystal Springs communication issues.

8 October – Met with trenchless contractor to discuss feasibility of the Miramonte Point Road line replacement.

20 October – Attended the following committee meetings at the CA/NV AWWA Fall Conference: Awards, Top Ops, Leadership, Distribution System Water Quality and Water Treatment

27 October – Met with EKI on the Main Street Bridge Pipeline Emergency Bypass project.

29 October – Met with SRT Consultants on the 50% design review for Hazen’s Tank

#### Tailgate safety sessions in September

6 October – Safely Cutting Metal Pipe

14 October – Fire Safety: Critical Prevention and Survival Tips

29 October – Lifting Tips

#### CINTAS Safety Committee and Training

There was no safety committee meeting in October.

The monthly safety training was on Confined Space and was a hands-on training. Damrosch, Winch, Whelen, Donovan, Bruce, Jahns and Duffy were in attendance.

#### Training

I attended the AWWA CA/NV Section Fall Conference from 20-23 October. In addition to my committee work and moderating the Awards Presentation, I attended talks and discussions on the following topics: Statewide NPDES Permit, transient effects of water hammer, water regulations, pipeline condition assessment, chrome 6, unregulated contaminant monitoring, cross connection and backflow administration.

Treatment/Distribution Operators Jahns, Duffy and Winch were immersed in classroom and hands-on training on backhoe operation on the week of 27 October. We rented a backhoe, obtained an instructor and provided an area at Denniston to practice. The training was excellent and the operators received essential training, which broadens our ability to respond quickly and efficiently to emergency main repairs.

## **Projects**

### Avenue Cabrillo Project Phase 3A

The contractor has installed about 40% of the pipe scheduled to be replaced in this phase of the project. Most of the tie-ins are complete for this section at the time of this report. The work has been progressing well. We had one complaint from a neighbor about a noisy street plate covering the trench and that was resolved quickly. We had one tie-in that required the contractor to work in the evening hours so as to not upset business operations in the El Granada Commercial Center. One more evening tie-in will be scheduled in November.

### Main Street Bridge Project

The design engineer submitted preliminary plans for a bypass station in the event that the present pipe suspended under the bridge fails before the main project is complete. These plans were forwarded to the City of Half Moon Bay for review and comment. A CEQA exemption and further clarification as to traffic and pedestrian impacts will be submitted to them in November.

## STAFF REPORT

**To:** Board of Directors  
**From:** Cathleen Brennan, Water Resources Analyst  
**Agenda:** November 12, 2014  
**Report Date:** November 6, 2014  
**Subject:** Water Resources

This informational report includes: Grant Reimbursement Update, Water Savings Update and California Drought Update.

### Bay Area Water Supply and Conservation Agency (BAWSCA) Proposition 84 Grant Reimbursement

#### ➤ High Efficiency Toilet Rebate Program

The District has received a check from BAWSCA in the amount of \$493.84 for 95 percent of the reimbursement of Proposition 84 Round One Grant share. The check includes reimbursement for 7 high efficiency toilet rebates issued between 9/01/2013 and 11/30/2013 at a reimbursement rate of 75 percent of the actual rebate amount. The remaining 5 percent will be reimbursed when all Proposition 84 Round One Grant activities are completed.

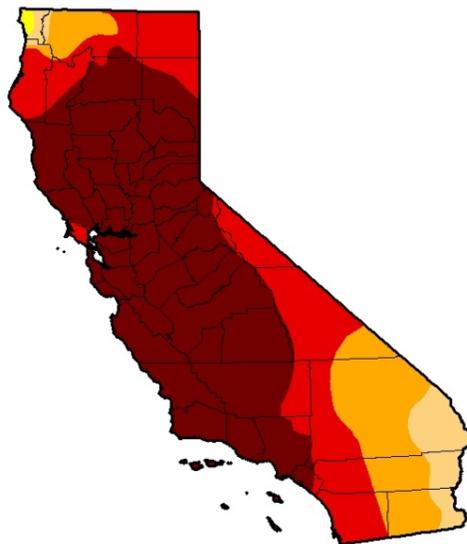
### Water Savings Update

From March through October of 2014, customers have reduced their total consumption by 11 percent, compared with the same time period in 2013, which is more than the 10 percent the District is requesting. Production over this same time period is down 9 percent.

### California Drought Update

The precipitation in October was definitely a welcome relief from such a long stretch of dry weather. However, exceptional drought conditions still exist locally and throughout most of California. The illustration to the right depicts California's current drought conditions.

### U.S. Drought Monitor California



**November 4, 2014**

(Released Thursday, Nov. 6, 2014)

Valid 7 a.m. EST

Drought Conditions (Percent Area)

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
<b>Current</b>	0.00	100.00	99.71	94.42	79.69	55.08
<b>Last Week</b> 10/28/2014	0.00	100.00	100.00	95.04	81.92	58.41
<b>3 Months Ago</b> 8/2/2014	0.00	100.00	100.00	99.80	81.92	58.41
<b>Start of California Year</b> 12/01/2013	2.61	97.39	94.25	87.53	27.59	0.00
<b>Start of Water Year</b> 9/26/2014	0.00	100.00	100.00	95.04	81.92	58.41
<b>One Year Ago</b> 11/9/2013	2.62	97.38	95.98	84.12	11.36	0.00

#### Intensity

D0 Abnormally Dry      D3 Extreme Drought  
D1 Moderate Drought      D4 Exceptional Drought  
D2 Severe Drought

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. See accompanying text summary for forecast statements.

#### Author:

Matthew Rosenkrans  
CPC/NCEP/NWS/NOAA



<http://droughtmonitor.unl.edu/>