

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

SPECIAL CLOSED SESSION

Tuesday - February 12, 2008 - 6:15 p.m.

AGENDA

1) CLOSED SESSION

A. Conference with Labor Negotiators

(Gov. Code Section 54957.6)

Agency Designated Representatives: General Manager, IEDA

Employee Organization: Teamsters Union, Local 856

2) RECONVENE TO OPEN SESSION

Public report of closed session action.

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MEETING OF THE BOARD OF DIRECTORS

Tuesday, February 12, 2008 – 7:00 p.m.

AGENDA

The Coastside County Water District does not discriminate against persons with disabilities. Upon request, the agenda and agenda packet 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.

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

1) ROLL CALL

2) PLEDGE OF ALLEGIANCE

3) PUBLIC ANNOUNCEMENTS

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

4) SPECIAL ORDER OF BUSINESS

- A. Resolution 2008-02 – A Resolution of the Board of Directors of the Coastside County Water District expressing gratitude to Jim Larimer for his leadership and dedicated service to the community in his capacity as President of the CCWD Board of Directors ([attachment](#))
 - Presentation of Certificate of Recognition from California Legislature Assembly Member Gene Mullin

5) CONSENT CALENDAR

The following matters before the Board of Directors are recommended for action as stated by the General Manager.

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

- A. Requesting the Board to review disbursements for the month Ending January 31, 2008 – Claims: \$619,045.44; Payroll: \$65,021.98 for a total of \$684,067.42 ([attachment](#))
- B. Acceptance of Financial Reports ([attachment](#))
- C. Minutes of the January 8, 2008 Board of Directors Meeting ([attachment](#))
- D. Authorization to purchase new fleet vehicle ([attachment](#))

6) DIRECTOR COMMENTS / MEETINGS ATTENDED

7) GENERAL BUSINESS

- A. Update on the status of Phase 3 El Granada Pipeline Replacement Project – Presentation by Carollo Engineers, Inc. ([attachment](#))
- B. Discussion and direction to staff regarding posting video of CCWD Board of Directors meetings on the Web ([attachment](#))

- C. Update on expiration of CCWD's commitment to reserve 72 non-priority water service connections for Wavecrest Village Project ([attachment](#))
- 8) **GENERAL MANAGER'S REPORT** ([attachment](#))
- 9) **MONTHLY INFORMATIONAL REPORTS**
- A. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
 - B. Total CCWD Production Report ([attachment](#))
 - C. CCWD Monthly Sales by Category Report ([attachment](#))
 - D. January 2008 Leak Report ([attachment](#))
 - E. Rainfall Reports ([attachment](#))
 - F. San Francisco Public Utilities Commission Hydrological Conditions Report for January 2008 ([attachment](#))
 - G. Monthly Water Resources Report ([attachment](#))
 - H. Water Shortage and Drought Contingency Plan Update Report ([attachment](#))
 - I. Operations Report ([attachment](#))
 - J. Engineering Projects Received for Review during January 2008 ([attachment](#))
 - K. District Engineer Work Status Report ([attachment](#))
- 10) **ADJOURNMENT**

RESOLUTION NO. 2008-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COASTSIDE COUNTY WATER DISTRICT EXPRESSING ITS GRATITUDE TO JAMES LARIMER FOR HIS LEADERSHIP AND DEDICATED SERVICE TO THE COMMUNITY IN HIS CAPACITY AS PRESIDENT OF THE BOARD OF DIRECTORS

WHEREAS, James Larimer was elected by the voters to serve on the Coastside County Water District Board of Directors in November of 2001, and thereafter was reelected in November of 2003 and again on November 6, 2007; and

WHEREAS, James Larimer was thereafter elected by his fellow Directors to serve as President of the Board on December 12, 2006, and presided through December 11, 2007; and

WHEREAS, numerous accomplishments have been made by the Coastside County Water District under President Larimer's guidance including:

- Implementation of a comprehensive multi-year capital improvement program, a financially sound and successful operating budget, and compliance with increasingly restrictive water quality requirements, while only increasing customer rates by 4.6%
- Successful recruitment of a new General Manager
- Development of an effective Board advisory committee structure
- Development and presentation of rate and fee modeling results and introduction of principles and guidelines for a new rate system
- Successful completion of the Nunes Water Treatment Plant Influent Control Valve Replacement Project, the Denniston Storage Tank Modification Project and many other water system improvements
- Adoption of a Statement of Policy for Maintaining Operating Reserves
- Successful adoption of Resolution in support of "No Time to Waste: A Blueprint of California Water", as recommended by the Association of California Water Agencies
- Awarding of the contract for construction and project management services for the third and final phase of the El Granada Pipeline Replacement Project
- Implementation of a computerized maintenance management system for District assets
- Initiation of an automatic meter reading pilot project

AND WHEREAS President Larimer assumed a significant leadership role in guiding the District in the absence of a General Manager for six months; and

WHEREAS, President Larimer has led the District during his tenure as President with enthusiasm, good humor, and unflinching dedication to the interests of the District and its customers, giving extensively of his personal time; and

WHEREAS, the Coastside County Water District is poised to continue the successes achieved under President Larimer's leadership thanks to his hard work and dedication.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Coastside County Water District does hereby express its sincere thanks to and appreciation of James Larimer for his dedicated service to this community as a President of the Board of Directors of the Coastside County Water District.

PASSED AND ADOPTED this 12th day of February 2008 by the following votes of the Board of Directors:

AYES:
NOES:
ABSTAIN:

Everett Ascher, President Board of Directors

ATTEST:

David Dickson, Secretary, Board of Directors

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Void Amount</u>	<u>Check Amount</u>
10463	ALL04	ALLIED WASTE SERVICES #925	01/11/2008	0.00	205.65
10464	ALV01	ALVES PETROLEUM, INC.	01/11/2008	0.00	3,807.27
10465	ASS01	ACWA SERVICES CORPORATION	01/11/2008	0.00	17,296.60
10466	ASS08	ASSOC. CALIF. WATER AGENCY	01/11/2008	0.00	9,583.00
10467	ATT01	AT&T MOBILTY	01/11/2008	0.00	525.08
10468	BRE01	CATHLEEN BRENNAN	01/11/2008	0.00	188.50
10469	CAL02	CALIFORNIA WATER AWARENESS CAM	01/11/2008	0.00	805.00
10470	COA 15	COASTSIDE NET, INC	01/11/2008	0.00	59.95
10471	HAR03	HARTFORD LIFE INSURANCE CO.	01/11/2008	0.00	2,522.15
10472	KAI01	KAISER FOUNDATION HEALTH	01/11/2008	0.00	9,216.00
10473	LAN04	RICOH AMERICAS CORPORATION	01/11/2008	0.00	517.62
10474	MCT01	MCTV6	01/11/2008	0.00	375.00
10475	PAC 01	PACIFIC GAS & ELECTRIC CO.	01/11/2008	0.00	26,417.18
10476	PAC02	PACIFICA CREDIT UNION	01/11/2008	0.00	637.00
10477	PUB01	PUB. EMP. RETIRE SYSTEM	01/11/2008	0.00	31,806.44
10478	SER04	SERRAMONTE FORD, INC.	01/11/2008	0.00	17,904.21
10479	TWI01	STEVE TWITCHELL	01/11/2008	0.00	1,028.27
10480	VAL01	VALIC	01/11/2008	0.00	1,345.00
10481	ADP01	ADP, INC.	01/25/2008	0.00	518.50
10482	AME09	AMERICAN WATER WORKS ASSOC.	01/25/2008	0.00	474.00
10483	AME11	AMERICAN WATER WORKS	01/25/2008	0.00	275.00
10484	AND01	ANDREINI BROS. INC.	01/25/2008	0.00	162.23
10485	ASC01	EVERETT ASCHER	01/25/2008	0.00	75.24
10486	ASS04	ASSOC.CALIF.WATER AGENCIES	01/25/2008	0.00	20.00
10487	ATC01	ATCHISON, BARISONE	01/25/2008	0.00	5,240.35
10488	AZT01	AZTEC GARDENS	01/25/2008	0.00	190.00
10489	BAS01	BASIC CHEMICAL SOLUTION, LLC	01/25/2008	0.00	2,749.73
10490	BFI02	BFI OF CALIFORNIA, INC.	01/25/2008	0.00	54.00
10491	BLU01	BPS REPROGRAPIC SERVICES	01/25/2008	0.00	3,502.98
10492	BOR01	BORGES & MAHONEY, INC.	01/25/2008	0.00	1,092.02
10493	BUR01	KERRY BURKE	01/25/2008	0.00	750.00
10494	CAL07	CALIFORNIA TANK LINES, INC.	01/25/2008	0.00	506.88
10495	CAL08	CALCON SYSTEMS, INC.	01/25/2008	0.00	14,156.08
10496	CAL15	CALIFORNIA URBAN WATER	01/25/2008	0.00	267.12
10497	CAL31	CALIFORNIA OVERNIGHT	01/25/2008	0.00	373.06
10498	CAR02	CAROLYN'S CLEANING SERVICE	01/25/2008	0.00	425.00
10499	CHE07	CHEMTRAC SYSTEMS, INC.	01/25/2008	0.00	621.61
10500	CIN01	CINTAS FIRST AID & SAFETY	01/25/2008	0.00	136.56
10501	COA19	COASTSIDE COUNTY WATER DIST.	01/25/2008	0.00	61.00
10502	CUR01	CURLEY & RED'S INC. BODY SHOP	01/25/2008	0.00	80.00
10503	DAT01	DATAPROSE	01/25/2008	0.00	9,141.93
10504	DEL06	DELUXE BUSINESS CHECKS	01/25/2008	0.00	70.90
10505	EIP 01	EIP ASSOCIATES, INC.	01/25/2008	0.00	1,904.00
10506	FIR06	FIRST NATIONAL BANK	01/25/2008	0.00	4,228.49
10507	GEM01	GEMPLER'S, INC.	01/25/2008	0.00	577.85
10508	GRA 03	GRAINGER, INC.	01/25/2008	0.00	63.03
10509	GRA07	THE GRAPHIC WORKS	01/25/2008	0.00	45.00
10510	GSO01	GSOLUTIONZ, INC.	01/25/2008	0.00	355.00
10511	HAC01	HACH CO., INC.	01/25/2008	0.00	843.69
10512	HAL 01	HMB BLDG. & GARDEN INC.	01/25/2008	0.00	72.45
10513	HAL24	H.M.B.AUTO PARTS	01/25/2008	0.00	267.11
10514	HAR03	HARTFORD LIFE INSURANCE CO.	01/25/2008	0.00	2,522.15
10515	IED01	IEDA, INC.	01/25/2008	0.00	1,000.00
10516	IRO01	IRON MOUNTAIN	01/25/2008	0.00	218.02
10517	IRV01	IRVINE, DAVID E.	01/25/2008	0.00	2,430.00
10518	IRV02	IRVINE, DAVID E.	01/25/2008	0.00	402.21
10519	JAC02	JACK HENRY & ASSOCIATES, INC.	01/25/2008	0.00	8,369.26
10520	LAB01	LAB SAFETY SUPPLY, INC.	01/25/2008	0.00	564.20
10521	LIQ01	LIQUIVISION TECHNOLOGY, INC.	01/25/2008	0.00	4,413.00
10522	MET06	METLIFE SBC	01/25/2008	0.00	1,238.92
10523	MIS01	MISSION UNIFORM SERVICES INC.	01/25/2008	0.00	77.70
10524	MON07	MONTEREY COUNTY LAB	01/25/2008	0.00	3,813.00

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Void Amount</u>	<u>Check Amount</u>
10525	NAT02	NATIONAL METER & AUTOMATION	01/25/2008	0.00	27,157.76
10526	OCE04	OCEAN SHORE CO.	01/25/2008	0.00	1,062.84
10527	OFF01	OFFICE DEPOT	01/25/2008	0.00	355.42
10528	PAC02	PACIFICA CREDIT UNION	01/25/2008	0.00	637.00
10529	PAU 01	PAULO'S AUTO CARE	01/25/2008	0.00	273.69
10530	PRI 01	PRINCETON WELDING , INC.	01/25/2008	0.00	2,360.77
10531	PUB01	PUB. EMP. RETIRE SYSTEM	01/25/2008	0.00	15,919.86
10532	RAD 01	STRAWFLOWER ELECTRONICS	01/25/2008	0.00	725.16
10533	RED01	RED WING SHOES	01/25/2008	0.00	140.00
10534	ROB 01	ROBERTS & BRUNE CO.	01/25/2008	0.00	10,224.46
10535	ROG01	ROGUE WEB WORKS, LLC	01/25/2008	0.00	247.50
10536	SAN 02	BAY AREA WATER SUPPLY &	01/25/2008	0.00	5,440.14
10537	SAN 03	SAN FRANCISCO WATER DEPT.	01/25/2008	0.00	92,003.50
10538	SBC02	AT&T	01/25/2008	0.00	1,157.46
10539	SBC03	AT&T LONG DISTANCE	01/25/2008	0.00	44.80
10540	SER03	SERVICE PRESS	01/25/2008	0.00	712.80
10541	SOU05	SOUTH SAN FRANCISCO TIRE	01/25/2008	0.00	2,566.13
10542	TAI02	TAIT ENVIRONMENTAL SYSTEMS	01/25/2008	0.00	400.00
10543	TET 01	JAMES TETER	01/25/2008	0.00	16,695.78
10544	TUR04	SUSAN TURGEON	01/25/2008	0.00	207.90
10545	UB*00434	JANET JACKMAN	01/25/2008	0.00	19.70
10546	UB*00435	B. LYNN WARE	01/25/2008	0.00	44.69
10547	UB*00436	CARLOS RIVERA	01/25/2008	0.00	91.61
10548	UB*00437	CARLOS ACOSTA	01/25/2008	0.00	28.35
10549	UB*00438	NICOLE DESFOSSES	01/25/2008	0.00	76.97
10550	UB*00439	MICHAEL BRESLIN	01/25/2008	0.00	19.61
10551	UB*00440	FELIPE AVILA	01/25/2008	0.00	30.13
10552	UB*00441	RON/KAORI HORNBACKER	01/25/2008	0.00	64.68
10553	UB*00442	ROBERT ZEILER	01/25/2008	0.00	9.92
10554	UB*00443	KATHRYN ADAIR	01/25/2008	0.00	22.77
10555	UB*00444	JEFF McKAY	01/25/2008	0.00	67.62
10556	UB*00445	ROBERT STUCKEY	01/25/2008	0.00	49.50
10557	USA01	USA BLUE BOOK	01/25/2008	0.00	241.94
10558	VAL01	VALIC	01/25/2008	0.00	1,455.00
10559	TWI01	STEVE TWITCHELL	01/31/2008	0.00	403.23
10560	ALL04	ALLIED WASTE SERVICES #925	01/31/2008	0.00	205.65
10561	ATT01	AT&T MOBILTY	01/31/2008	0.00	461.32
10562	LAN04	RICOH AMERICAS CORPORATION	01/31/2008	0.00	784.35
10563	MCT01	MCTV6	01/31/2008	0.00	375.00
10564	STO 01	STOLOSKI & GONZALEZ, INC.	01/31/2008	0.00	237,600.00
10565	WHE 03	JOANNE WHELEN	01/31/2008	0.00	71.24
Report Total:				0.00	619,045.44

Account	Description	Current Actual	Current Budget	Variance	% Var	Year to Date Actual	7/12 YTD Budget	Variance	% Var
Fund Number:	1								
REVENUE									
1-0-4120-00	Water Revenue - All Areas	463,725.56	381,005.00	-82,720.56	-21.71	3,208,303.82	3,418,383.00	210,079.18	6.15
1-0-4170-00	Water Taken From Hydrants	275.40	2,083.33	1,807.93	86.78	19,611.70	14,583.31	-5,028.39	-34.48
1-0-4180-00	Late Notice - 10% Penalty	3,163.84	5,000.00	1,836.16	36.72	27,881.48	35,000.00	7,118.52	20.34
1-0-4230-00	Service Connections	683.22	500.00	-183.22	-36.64	4,771.29	3,500.00	-1,271.29	-36.32
1-0-4920-00	Interest Earned	37,187.18	22,798.00	-14,389.18	-63.12	111,913.12	68,394.00	-43,519.12	-63.63
1-0-4925-00	Interest Revenue T&S Fees	.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1-0-4927-00	Interest Revenue Bond Funds	.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1-0-4930-00	Tax Apportionments/Cnty Checks	1,548.04	5,500.00	3,951.96	71.85	346,152.24	343,000.00	-3,152.24	-0.92
1-0-4950-00	Miscellaneous Income	6,329.99	6,000.00	-329.99	-5.50	52,713.26	42,000.00	-10,713.26	-25.51
1-0-4960-00	CSP Assm. Dist. Processing Fee	.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1-0-4965-00	ERAF REFUND - County Taxes	185,959.00	100,000.00	-85,959.00	-85.96	185,959.00	100,000.00	-85,959.00	-85.96
1-0-4235-00	CSP Connection T & S Fees	.00	0.00	0.00	0.00	20,910.00	0.00	-20,910.00	0.00
1-0-4970-00	Wavecrest Reserve Conn. Fees	.00	0.00	0.00	0.00	20,073.60	0.00	-20,073.60	0.00
	REVENUE Totals:	698,872.23**	522,886.33**	-175,985.90**	-33.66	3,998,289.51**	4,024,860.31**	26,570.80**	0.66**
EXPENSES									
1-1-5000-00	Gen. Oper. Fund	.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1-1-5130-00	Water Purchased	92,003.50	70,473.00	-21,530.50	-30.55	765,123.50	772,095.00	6,971.50	0.90
1-1-5710-00	Deprec, Trucks, Tools, Equipmt.	.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1-1-5230-00	Pump Exp, Nunes T P	1,387.40	746.00	-641.40	-85.98	8,540.53	8,047.00	-493.53	-6.13
1-1-5231-00	Pump Exp, CSP Pump Station	20,467.08	0.00	-20,467.08	0.00	209,369.48	202,041.00	-7,328.48	-3.63
1-1-5232-00	Pump Exp, Trans. & Dist.	1,610.57	1,488.00	-122.57	-8.24	12,194.26	15,128.00	2,933.74	19.39
1-1-5233-00	Pump Exp, Pilarcitos Can.	238.81	1,833.00	1,594.19	86.97	753.47	5,499.00	4,745.53	86.30
1-1-5234-00	Pump Exp, Denniston Proj.	2,235.00	5,142.00	2,907.00	56.53	28,689.99	42,596.00	13,906.01	32.65
1-1-5242-00	CSP Pump Station Operations	592.29	0.00	-592.29	0.00	4,427.59	8,376.00	3,948.41	47.14
1-1-5235-00	Denniston T.P. Operations	3,275.56	5,728.00	2,452.44	42.81	37,160.64	48,221.00	11,060.36	22.94
1-1-5236-00	Denniston T.P. Maintenance	169.66	2,750.00	2,580.34	93.83	7,043.41	19,250.00	12,206.59	63.41
1-1-5240-00	Nunes T P Operations	6,730.79	6,046.00	-684.79	-11.33	65,175.87	65,857.00	681.13	1.03
1-1-5241-00	Nunes T P Maintenance	4,914.42	4,033.00	-881.42	-21.86	13,531.36	28,231.00	14,699.64	52.07
1-1-5243-00	CSP Pump Station Maintenance	481.68	2,550.00	2,068.32	81.11	2,255.34	30,600.00	28,344.66	92.63
1-1-5245-00	Alves/Miramontes Maintenance	.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1-1-5400-00	Trans & Dist. Exp.	.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1-1-5318-00	Studies/Surveys/Consulting	1,750.00	2,222.22	472.22	21.25	15,774.58	19,338.88	3,564.30	18.43
1-1-5321-00	Water Conservation	6,981.88	6,958.33	-23.55	-0.34	17,120.85	33,708.31	16,587.46	49.21
1-1-5322-00	Community Outreach	750.00	2,022.50	1,272.50	62.92	5,196.25	14,157.50	8,961.25	63.30
1-1-5500-00	General Expense	.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1-1-5620-00	Office Supplies & Expense	11,474.40	9,279.16	-2,195.24	-23.66	59,479.83	64,954.12	5,474.29	8.43
1-1-5621-00	Computer Services	3,341.98	2,364.16	-977.82	-41.36	23,448.97	20,749.12	-2,699.85	-13.01
1-1-5625-00	Meetings / Training / Seminars	852.96	2,333.33	1,480.37	63.44	11,891.23	16,333.31	4,442.08	27.20
1-1-5630-00	Insurance	40,604.10	49,094.41	8,490.31	17.29	263,451.09	278,660.87	15,209.78	5.46
1-1-5681-00	Legal	3,093.85	4,750.00	1,656.15	34.87	33,859.85	33,250.00	-609.85	-1.83
1-1-5682-00	Engineering	1,268.00	2,500.00	1,232.00	49.28	6,666.00	17,500.00	10,834.00	61.91
1-1-5683-00	Financial Services	.00	2,941.66	2,941.66	100.00	14,459.00	20,591.62	6,132.62	29.78
1-1-5685-00	Board Meeting Expense	.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1-1-5686-00	Miscellaneous Expense	.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1-1-5687-00	Membership, Dues, Subscript.	5,363.00	4,080.41	-1,282.59	-31.43	29,842.01	28,562.87	-1,279.14	-4.48
1-1-5688-00	Election Expenses	.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Account	Description	Current Actual	Current Budget	Variance	% Var	Year to Date Actual	7/12 YTD Budget	Variance	% Var
1-1-5690-00	Interest Expense	.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1-1-5700-00	San Mateo County Fees	.00	250.00	250.00	100.00	7,269.36	7,950.00	680.64	8.56
1-1-5701-00	Property Taxes	.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1-1-5705-00	State Fees	.00	0.00	0.00	0.00	7,362.65	32,000.00	24,637.35	76.99
1-1-5711-00	Debt Srvc/Existing Bonds 1998A	.00	0.00	0.00	0.00	235,350.61	235,485.00	134.39	0.06
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	.00	0.00	0.00	0.00	323,662.87	322,974.00	-688.87	-0.21
1-1-5713-00	Contribution to CIP & Reserves	34,310.75	34,310.75	0.00	0.00	240,175.25	240,175.25	0.00	0.00
1-1-5714-00	Transfer of Conn Fees to CSP	.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1-1-5725-00	Debt Issuance Amorization Exp.	.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1-1-5743-00	CSP Assm. Dist. Processing Fee	.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1-1-5744-00	Capital Replacement Contri.	.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1-1-5411-00	Salaries & Wages - Field	62,121.30	62,134.54	13.24	0.02	478,990.01	466,009.02	-12,980.99	-2.79
1-1-5610-00	Salaries/Wages-Administration	43,030.31	43,630.84	600.53	1.38	305,403.70	327,231.31	21,827.61	6.67
1-1-5640-00	Employees Retirement Plan	46,776.23	27,298.00	-19,478.23	-71.35	209,614.10	204,735.00	-4,879.10	-2.38
1-1-5684-00	Payroll Tax Expense	8,028.55	7,660.46	-368.09	-4.81	57,558.63	57,453.45	-105.18	-0.18
1-1-5412-00	Maintenance - General	10,319.27	12,048.00	1,728.73	14.35	81,268.07	84,336.00	3,067.93	3.64
1-1-5414-00	Motor Vehicle Expense	8,223.52	4,208.33	-4,015.19	-95.41	30,838.39	29,458.31	-1,380.08	-4.68
1-1-5415-00	Maintenance - Well Fields	65.32	2,753.00	2,687.68	97.63	416.24	13,763.00	13,346.76	96.98
1-1-5745-00	CSP Connect. Reserve Contribu.	.00	0.00	0.00	0.00	20,910.00	0.00	-20,910.00	0.00
1-1-5746-00	Wavecrest CSP Connt. Reserve	.00	0.00	0.00	0.00	20,073.60	0.00	-20,073.60	0.00
	EXPENSES Totals:	422,462.18**	383,629.10**	-38,833.08**	-10.12	3,654,348.58**	3,815,317.94**	160,969.36**	4.22**
Report Totals:									
	REVENUE Total	698,872.23****	522,886.33****	-175,985.90****	-33.66	3,998,289.51****	4,024,860.31****	26,570.80****	0.66****
	EXPENSE Total	422,462.18****	383,629.10****	-38,833.08****	-10.12	3,654,348.58****	3,815,317.94****	160,969.36****	4.22****
	INCOME Total	276,410.05****	139,257.23****			343,940.93****	209,542.37****		

COASTSIDE COUNTY WATER DISTRICT

INVESTMENT REPORT

January 31, 2008

		<i>Restricted</i>	<i>Restricted</i>	<i>Restricted for CSP CIP Projects</i>		
	CASH FLOW & OPERATING RESERVE	EMERGENCY RESERVES	CAPITAL EXPENDITURES	DISTRICT CSP CONTRIBUTION	CSP T&S FEES	TOTAL
DISTRICT BALANCES						
<u>CASH IN FNB</u>						
OPERATING ACCOUNT			\$237,838.29			\$237,838.29
CSP T&S ACCOUNT					\$999,606.91	\$999,606.91
TOTAL FIRST NATIONAL BANK	\$0.00	\$0.00	\$237,838.29	\$0.00	\$999,606.91	\$1,237,445.20
CASH WITH L.A.I.F	\$297,900.00	\$700,000.00	\$1,764,920.21	\$267,655.14	\$2,883,958.69	\$5,914,434.04
UNION BANK - Project Fund Balance			\$4,974,212.76			\$4,974,212.76
CASH ON HAND	\$2,130.00					\$2,130.00
TOTAL DISTRICT CASH BALANCES	\$300,030.00	\$700,000.00	\$6,976,971.26	\$267,655.14	\$3,883,565.60	\$12,128,222.00
ASSESSMENT DISTRICT BALANCES						
<u>CASH IN FIRST NATIONAL BANK (FNB)</u>						
REDEMPTION ACCOUNT		\$ 67,985.06				
RESERVE ACCOUNT (Closed Account 8-4-04)		\$ -				
TOTAL ASSESSMENT DISTRICT CASH		\$ 67,985.06				
<i>This report is in conformity with CCWD's Investment Policy and there are sufficient funds to meet CCWD's expenditure requirements for the next three months.</i>						

**COASTSIDE COUNTY WATER DISTRICT
CRYSTAL SPRINGS PROJECT
CAPITAL PROJECTS FY 07/08**

January 31, 2008

<u>PROJECT</u>	<u>Actual to date</u>	<u>FY 07/08 CIP Budget</u>	<u>% Completed</u>
El Granada Pipeline Phase 3 1128-03	\$115,999	\$2,701,000	4.3%
Contingency		\$100,000	
TOTALS	\$115,999	\$2,801,000	4.1%

<i>Carryover from FY 06/07</i>	<i>Actual - Ending</i>	
	<i>30-Jun-07</i>	<i>FY 06/07 Budget</i>
	\$260,002	\$1,000,000

COASTSIDE COUNTY WATER DISTRICT
NON-CRYSTAL SPRINGS CAPITAL IMPROVEMENT PROJECTS - FY 2007/2008

DATE: JANUARY 2008

DESCRIPTION	ACCT NO	CONTRACT AMOUNT	FY 07/08 ACTUAL TO DATE	FY 07/08 CIP BUDGET
<u>PIPELINE PROJECTS</u>				
Main Street/Hwy 92 Widening Project (Non-CSP Portion)	1120-93		\$181,493	\$650,000
<u>WATER TREATMENT PLANTS</u>				
Nunes Filter Media Replacement	1121-25		\$7,162	\$100,000
Nunes WTP- Filter BW Stations	1121-26		\$6,392	\$15,000
Nunes WTP -Raw Water Turbidimeter	1118-10		\$4,588	\$10,000
Nunes UST removal and replaced with AGST	1118-10		\$332	\$60,000
Nunes WTP -Plant Lighting	1118-10		\$14,156	\$15,000
Nunes WTP - Filter, BW, and SW Flow Meters Replacement	1118-10		\$11,486	\$12,000
Nunes WTP - Head Loss System Replacement	1118-10			\$15,000
Denniston WTP- Alarm Annunciator Panel	1118-11			\$3,000
Denniston WTP- Filter Valve Replacement	1118-11			\$75,000
Denniston WTP- Honeywell Recorder	1118-11		\$8,529	\$7,000
Denniston WTP- Filter Flow Meters	1118-11			\$6,000
<u>FACILITIES & MAINTENANCE</u>				
Denniston Restoration	1120-03		\$3,403	\$26,000
Meter Pilot Program	1121-41		\$27,158	\$40,000
Meter Change Program	1117-06		\$314	\$16,000
City & County Projects (resurfacing/raising boxes)	1120-86		\$13,783	\$31,000
Replace shop roof	1118-01		\$4,169	\$8,000

COASTSIDE COUNTY WATER DISTRICT
NON-CRYSTAL SPRINGS CAPITAL IMPROVEMENT PROJECTS - FY 2007/2008

EQUIPMENT PURCHASE & REPLACEMENT

Vehicle Replacement	1118-04		\$17,904	\$40,000
Computer System	1118-02		\$9,204	\$15,000
Office Equipment/Furniture	1118-02		\$17,315	\$20,000
SCADA/Telemetry	1121-82		\$659	\$125,000
New tapping machine	1118-03			\$6,000
Front-end Loader with Scraper Box	1118-04		\$61,296	\$50,000
Portable trailer light stand	1118-03		\$8,119	\$12,000
Valve and vacuum trailer	1118-03		\$46,073	\$50,000

PUMP STATIONS / TANKS / WELLS

Replace tunnel air transport line	1118-12			\$100,000
Sump Pump in main line vault at Crystal Springs	1118-12			\$3,000
Crystal Springs Soft Starts P1 and P3	1118-12			\$45,000
Well Rehabilitation	1121-38		\$16,982	\$80,000
Cahill Tank - Exterior paint and ladder replacement				\$160,000
PRV Valves Replacement Project	1121-43		\$7,232	\$20,000
Wells- Flow Meter and Chart Recorders				\$25,000
CSP Motor and Pump Rehabilitation	1121-30			\$50,000
El Granada Storage Tank Modification Project	1121-42		\$1,501	

DENNISTON WTP (PRIORITY) IMPROVEMENTS

Denniston Short Term WTP Modifications - Subproject	1121-21		\$60,700	\$842,000
DENNISTON STORAGE TANK MODIFICATION PROJECT	1121-40		\$240,302	\$686,000

COASTSIDE COUNTY WATER DISTRICT
NON-CRYSTAL SPRINGS CAPITAL IMPROVEMENT PROJECTS - FY 2007/2008

NUNES WTP (PRIORITY) IMPROVEMENTS

Nunes WTP Short Term Modifications - Subproject	1121-21			\$809,000
TP/PS - Short Term Improvement Project (work by District Engineer)	1121-21		\$83,752	

NON-BUDGETED ITEMS (CAPITAL EXPEDITURES)

- SAMPLE STATION (8/07)	1118-03	\$3,011
- BOAT W/OARS (8/07)	1118-11	\$2,152
- Drilling/Tapping Machine (9/07)	1118-03	\$4,171
- Air Powered Cut Off Saw (9/07)	1118-03	\$2,590
- Walk behind Saw	1118-03	\$2,566
- Camera for Corp Yard / Alarm for Shop	1121-29	\$3,500

TOTALS		\$871,991	\$4,227,000
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**Legal Cost Tracking Report
12 Months At-A-Glance**

**Acct. No.5681
ANTHONY CONDOTTI
Legal**

Month	Admin (General Legal Fees)	CSP	Transfer Program	CIP	Personnel	Lawsuits 62% Reimbursable	Infrastructure Project Review (Reimbursable)	TOTAL
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Feb-07	11,922	1,443		2,262	176		117	15,920
Mar-07	6,045	2,033		1,428	1,170			10,676
Apr-07	4,857	800	156	488	312			6,612
May-07	3,531	1,014	234	566	878		293	6,515
Jun-07	2,716	449	234	117	1,806			5,322
Jul-07	4,386	98	117	98	605	3		5,305
Aug-07	4,363	907	156	98	2,223			7,746
Sep-07	6,119	585			176			6,879
Oct-07	4,143	1,326		253	2,906			8,628
Nov-07	2,916	544	254	156	1,424			5,293
Dec-07	3,710			566	59			4,334
Jan-08	3,854	1,386						5,240

TOTAL	58,562	10,583	1,151	6,030	11,732	3	410	88,469
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**Engineer Cost Tracking Report
12 Months At-A-Glance**

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

Month	Admin & Retainer	Phase 3 EG Pipeline	CIP	Short Term WTP Imprv.	Studies & Projects	TOTAL	Reimburseable from Projects
Feb-07	1,684	3,544	1,064	5,690	684	12,665	684
Mar-07	2,095	867	532	13,605	1,286	18,384	533
Apr-07	3,623	530		11,127	1,961	17,240	152
May-07	1,228	13,388		3,965		18,581	
Jun-07	1,456	4,945		15,097		21,498	
Jul-07	2,507	15,158	659	2,175		20,499	
Aug-07	954	8,400		6,548		15,901	
Sep-07	954	4,033		16,982	157	22,126	157
Oct-07	954	6,380		9,120		16,454	
Nov-07	1,190	813		18,697		20,700	
Dec-07	1,347	1,279		5,269		7,894	
Jan-08	1,268	4,593		7,585	3,249	16,696	3,249

TOTAL	19,258	63,930	2,255	115,860	7,337	208,639	4,775
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COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, January 8, 2008 - 7:00 p.m.

- 1) **ROLL CALL:** President Ascher called the meeting to order at 7:01 p.m. Present at roll call were Directors Ken Coverdell, Jim Larimer, Chris Mickelsen and Bob Feldman.

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

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC ANNOUNCEMENTS - None**

- 4) **CONSENT CALENDAR**

- A. Requesting the Board to review disbursements for the month Ending December 31, 2007 - Claims: \$385,156.44; Payroll: \$68,706.22 for a total of \$453,862.66
- B. Acceptance of Financial Reports
- C. Minutes of the December 11, 2007 Board of Directors Meeting
- D. Approval to execute contract with J.M. Turner Engineering Inc. for structural design services for the Nunes Water Treatment Plant, Phase 2

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

ON MOTION by Director Mickelsen and seconded by Director Larimer the Board voted as follows to accept the Consent Calendar in its entirety:

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

5) DIRECTOR COMMENTS / MEETINGS ATTENDED

Director Coverdell welcomed everyone and stated that he was looking forward to a new year with the District. Director Feldman seconded these sentiments. Director Mickelsen reported that he would be attending a Bay Area Water Supply and Conservation Agency (BAWSCA) Board of Directors meeting later in the month.

President Ascher reported that he would be attending the California Special Districts Association Board Member Training Session scheduled in Emeryville on January 24th and 25th and urged all Directors to consider attending this event if possible.

6) GENERAL BUSINESS

A. Discussion of updating Local Agency Investment Fund (LAIF) account information and approval of Resolution 2008-01 Authorizing Investment of Coastside County Water District Monies in Local Agency Investment Fund

Mr. Dickson reported that this item was considered a “house-keeping matter” consisting of updating records pertaining to authorization for the deposit or withdrawal of monies in the District’s Local Agency Investment Fund account.

ON MOTION by Director Coverdell and seconded by Director Feldman, the Board voted by the following roll call vote to approve Resolution 2008-01 Authorizing Investment of Coastside County Water District Monies in Local Agency Investment Fund:

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

B. Mid-Year Financial Review – Budget and Capital Improvement Projects

Mr. Dickson introduced this item which included a mid-year review of the District’s revenue and expense budget and progress of the capital improvement projects (CIP).

Mr. Guistino reviewed the document explaining the current status of Fiscal Year 2007-2008 capital projects.

C. Interim Water Shortage Allocation Plan (IWSAP) UPDATE

Mr. Dickson introduced this item, reporting that Ms. Brennan had completed a great deal of work on this project. Ms. Brennan then proceeded with a review of the outline of the Interim Water Shortage Allocation Plan (IWSAP). The Board complimented Ms. Brennan on the thorough and comprehensive research and report she had prepared and presented.

7) GENERAL MANAGER’S REPORT

Mr. Dickson explained that the General Manager’s Report consisted of three items in which he would be providing an update of progress, and that no decisions are required by the Board on these items at this time. He proceeded to report the following information:

1. Progress on El Granada Pipeline Replacement Project, Phase 3

Progress included a preconstruction meeting, the notice to proceed being issued, and construction anticipated to begin in February.

Mr. Dickson then announced that a letter from a local resident had been submitted prior to the Board meeting, with a request that it be made part of the public record. He distributed the letter, stating that it referenced CCWD’s interactions with San Mateo County regarding an easement exchange relating to the El Granada Pipeline Replacement Project.

2. February Board Retreat

A meeting has been scheduled with a potential facilitator; a date will then be selected for the Retreat and staff has identified several suitable venues.

3. Board Meeting video on the website

Staff has been investigating options for making video of District meetings available on the web and anticipates reporting findings to the Board at the February or March meeting.

8) MONTHLY INFORMATIONAL REPORTS

Items A through J - Mr. Dickson explained that these reports had been included for the Board's information and that staff was prepared to address any questions or comments the Board may have on any of the monthly reports.

Mr. Guistino briefly reviewed some of the items included in his monthly operations report and provided an update on the status of the Denniston Reservoir. There were no additional comments or questions from the Board on the monthly reports.

9) ADJOURNMENT

The meeting was adjourned at 8:34 p.m. The next meeting of the Coastside County Water District is scheduled for Tuesday, February 12, 2008.

Respectfully submitted,

David Dickson, General Manager
Secretary of the Board

Everett Ascher, President
Board of Directors
Coastside County Water District

January 8, 2007 (via email)

Board of Directors, Coastside County Water District
766 Main Street
Half Moon Bay, California 94019

Re: Agenda Item 8J, Work Status report on Phase 3B El Granada Pipeline Project.

Members of the Board of Directors:

As a CCWD customer, I appreciate the opportunity to provide input to discussion of the above-named agenda item. I request that a copy of this letter be made part of the public record and be distributed to each member of the Board of Directors.

The attached memo from the County Manager's office discusses the execution of a quitclaim deed to grant CCWD an easement over County property for the route of the Phase 3B El Granada pipeline project. The County memo states

“...the District [CCWD] will include a lateral and new water box on the new water line to serve the future needs of the parcel.”

Please note that the installation of a lateral and new water box constitutes “development” as defined by the San Mateo County Local Coastal Program (LCP). Section 1.2 of the County LCP defines development as follows (emphasis added):

1.2 Definition of Development

As stated in Section 30106 of the Coastal Act, define development to mean:

On land, in or under water, **the placement or erection of any solid material or structure**; discharge or disposal of any dredged material or any gaseous, liquid, solid, or thermal waste; grading, removing, dredging, mining, or extraction of any materials; change in the density or intensity of use of land, including, but not limited to, subdivision pursuant to the Subdivision Map Act (commencing with Section 66410 of the Government Code), and any other division of land, including lot splits, except where the land division is brought about in connection with the purchase of such land by a public agency for public recreational use; change in the intensity of use of water, or of access thereto; **construction**, reconstruction, demolition, or alteration of the size **of any structure, including any facility of any private, public, or municipal utility**; and the removal or harvesting of major vegetation other than for agricultural purposes, kelp harvesting, and timber operations which are in accordance with a timber harvesting plan submitted pursuant to the provisions of the Z'berg-Nejedly Forest Practice Act of 1973 (commencing with Section 4511).

As used in this section, “structure” includes, but is not limited to, any buildings, road, pipe, flume, conduit, siphon, aqueduct, telephone line, and electrical power transmission and distribution line.

The development that the County proposes in return for the quitclaim deed does not appear to be covered by the Coastal Development Permit (CDP) for Phase 3B of the El Granada Pipeline project granted in 2006. Hence, any action by CCWD to install by the new lateral and new water box would require a new CDP or an amendment to the existing CDP for the El Granada pipeline project . Please note that CCWD's mission statement includes a commitment to "Legality of all District actions and behaviors."

Sincerely,

Kevin J. Lansing
359 Filbert Street, HMB

Copy to:
California Coastal Commission, North Central Coast Office
San Mateo County Board of Supervisors



COUNTY OF SAN MATEO

Inter-Departmental Correspondence County Manager's Office

DATE: December 20, 2007

BOARD MEETING DATE: January 8, 2008

SPECIAL NOTICE/HEARING: 1 week published
notice

VOTE REQUIRED: 4/5ths

TO: Honorable Board of Supervisors
FROM: Steve Alms, Manager, Real Property Division
SUBJECT: Agreement, Deed and Exchange of Easements of equal value affecting
APN 047-330-010, located in Unincorporated El Granada (COP 2675)

RECOMMENDATION:

Adopt a resolution:

- A) Authorizing the President of the Board of Supervisors to execute, on behalf of the County, an Agreement, Deed and Exchange of Easements ("Agreement") of equal value affecting APN 047-330-010, in Unincorporated El Granada, and
- B) Authorizing the County Manager or his designee to execute notices, consents, approvals, terminations, deeds, escrow instructions and documents required under the Agreement under the terms set forth therein.

VISION ALIGNMENT:

Commitment: Responsive, effective and collaborative government

Goal 20: Government decisions are based on careful consideration of future impact, rather than temporary relief or immediate gain. This Amendment contributes to this commitment and goal by providing an alternative location for relocating necessary water lines that will minimize the impact on County parkland.

BACKGROUND:

In 2002, the County acquired the Mirada Surf property in Unincorporated El Granada, including APN 047-330-010, which is more commonly known as "Mirada Surf East". The parcel is subject to a public utility easement that runs north to south over the middle portion of the property. The easement is held by the Coastside County Water District and

there is currently a water line installed within the easement that serves El Granada. The District has requested that the County allow the installation of a new larger water pipeline as part of its "Phase 3B El Granada Water Pipeline Replacement Project", to provide upgraded service to its customers. It has been determined that the County should grant an easement over a different portion of the property to install the new water line, which would have less of an impact on the surrounding trees and vegetation and the future use of the property. An existing emergency access easement and road over the southeastern portion of the property establishes a route preferred by the Parks Department.

DISCUSSION:

Real Property Services has negotiated an Agreement, Deed and Exchange of Easements that grants the District a new easement for the installation of the pipeline. The District has provided a signed Quitclaim Deed for the existing easement that the County will record upon the earlier to occur of (i) the completion of the installation of the new pipeline within the new easement area, or (ii) one year from the recording date of this agreement. In addition, the District will include a lateral and meter box on the new water line to serve the future needs of the parcel.

County Counsel has reviewed and approved the Agreement as to form. The Director of the Parks and Recreation Division concurs in this recommendation.

FISCAL IMPACT:

There is no fiscal impact associated with exchanging the easement rights.

cc:/enc: Deborah Penny Bennett, Deputy County Counsel

cc: Dave Holland, Director, Parks and Recreation Division

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Joe Guistino

Agenda: February 12, 2008

Report

Date: February 5, 2008

Subject: Authorization to purchase new fleet vehicle

Recommendation:

Authorize staff to purchase a new Ford F150 4 x 2 pick-up truck from Serramonte Ford.

Background:

The District had scheduled the purchase of two vehicles in FY 08. This request is for the second vehicle which will replace an existing Ford Ranger pick-up truck with a new one. The three criteria for replacement of District vehicles are:

- Age over ten (10) years - (existing truck is 10 years old).

or

- Mileage of 100,000 miles - (current truck mileage is 101,000 miles).
- Condition of vehicle - (existing vehicle needs thousands of dollars in repairs including the entire front suspension, ball joints, bushings, etc., plus an undiagnosed engine noise).

Requests for bids were sent out to five (5) different Ford dealerships last Spring. District employees chose a Ford truck again because of quality and local services from James Ford in Half Moon Bay. We received one quote (since only one regional Ford dealer provides fleet quotes) and that is for \$17,930.

Staff considered other types of vehicles, even hybrids, sedans, and small pick-up trucks, but the best vehicle for our needs is a full-size pick-up truck. We did downgrade to a two-wheel drive truck, from the existing four-wheel drive pick-up.

Fiscal Impact:

The cost is \$17,930, which includes a spray-in bed liner and sales tax. \$23,000.00 remains in the budget for replacement of the second vehicle in for FY 2008.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: February 12, 2008

Report

Date: February 7, 2008

Subject: El Granada Pipeline Phase 3 Progress Report

Recommendation:

Information only. No Board action required.

Background:

Although no earth has been turned yet, Phase 3 of the El Granada Pipeline Project, awarded by the District in December 2007, is well underway. The contractor, JMB Construction, has been focusing on submittals and other preparations and plans to begin laying pipe during the week of February 18.

Carollo Engineers, our Construction Manager, will make a presentation to the Board summarizing project activities and the overall construction schedule and will be available to answer any questions the Board may have about the project.

As the El Granada Phase 3 work progresses, we will receive monthly reports from Carollo Engineers. The cover and summary pages of Progress Report No. 1 are attached.

COASTSIDE COUNTY WATER DISTRICT
Phase 3 El Granada Transmission
Pipeline Replacement Project
Progress Report No. 1
February 2008



Phase 3 El Granada Transmission Pipeline Replacement Project
February 2008

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4	PROJECT CONTACT LIST	16
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Phase 3 El Granada Transmission Pipeline Replacement Project
February 2008

SECTION 1

PROGRESS SUMMARY

Phase 3 El Granada Transmission Pipeline Replacement Project

February 2008

1.1 - WORK TO DATE

Work performed (and current work) to date includes:

CONSTRUCTION PREPARATION

- District
 - Notice to proceed was issued 01/07/08.
 - Renewed Caltrans permit.
 - USA'd project area.

- JMB
 - Renewed Caltrans permit.
 - Issued commencement of work (scheduled for 02/04/2008).
 - Ordered carrier and encasement pipe.
 - Currently discussing laydown area with SAM / City of Half Moon Bay.
 - Coordinating with SAM for groundwater discharge permit.

- Jim Teter
 - Assisting with project coordination.
 - Reviewing submittals and RFIs.

- Carollo Engineers
 - Assisting with review of Submittals and RFIs.
 - Coordinating with subconsultants (biologist and cultural resource monitor, geotechnical engineer, and structural engineer).

1.2 - ANTICIPATED WORK FOR FEBRUARY (BASED ON CURRENT SCHEDULE)

- JMB
 - Site mobilization.
 - Install SWPPP measures.
 - Pothole areas prior to excavation.

Work in Section 1

- Excavate / Shore jack and bore pits.
 - Near Station 0+00 (across SR 1).
 - Near Station 7+00.
 - Near Station 16+00.
 - Near Station 21+00.
- Install casing and 16" DIP carrier pipe under crossings.
- Backfill / remove shoring.
- Begin open cut trench installation work between stations 0+00 to 24+72.
- Backfill approved pipeline.

Phase 3 El Granada Transmission Pipeline Replacement Project

February 2008

Work in Section 3

- Excavate / Shore jack and bore pits.
 - Near Station 87+50 (across SR 1).
 - Near Station 94+00 and 97+50 (Arroyo de en Medio).
 - Install casing pipe under crossings.
 - Install new 10" bypass.
 - Test and disinfect 10" bypass line.
 - Tie 10" bypass line into existing 10" line.
- Jim Teter
 - Assisting in Project coordination, as required.
 - Review submittals and RFIs.
 - Carollo Engineers
 - Carollo will be on-site fulltime after Contractor mobilization.
 - Submittal and RFI review.
 - Biological and cultural pre-construction surveys (to be performed by subconsultant).

1.3 - PROJECT ISSUES

- Contractor will revise baseline schedule based on U.S. Fish and Wildlife work restrictions in Section 3 (work in County areas cannot begin until April 1, 2008).

1.4 - BASELINE SCHEDULE

Refer to the following page for the current Baseline Schedule.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: February 12, 2008

Report

Date: February 7, 2008

Subject: Posting District Meeting Video on the Web

Recommendation:

Should the Board desire to post meeting video on the web, authorize staff to conduct a six month web video pilot project, at a cost not to exceed \$4,000.

Background:

With the rapid expansion of web-based video content, many cities and public agencies, in the interest of greater transparency and improved public access, are now posting video of their meetings on the internet. At the request of Director Larimer, staff began investigating options for placing CCWD meeting video on the web in December 2007.

The District currently contracts with Mid-Coast Television (MCTV) to tape each meeting and to rebroadcast the meeting on local cable. The cost of this service is \$325 per meeting, plus a \$50 charge for providing us with a DVD of the meeting.

Having video of our meetings on the web as well as on local cable has a number of advantages:

- It expands our audience to those who have internet access but do not subscribe to cable, a number that is growing as people choose dish over cable.
- It allows people to watch the meeting any time, on demand, rather than having to tune into Channel 6 at a specific time.
- We can make archival video of past meetings available for viewing on demand.
- Most important, the web video is divided into segments corresponding to agenda items, allowing viewers to go directly to discussion on the item which interests them.

Though simple in concept, posting 2-hour meeting videos on the web presents a number of technical challenges, and ensuring a positive user experience takes some expertise. The original video must be processed into one – or several – of a number of compressed formats suitable for streaming to users with widely varying connection speeds and with different computer platforms. A user with a Macintosh computer, for instance, may have difficulty playing a video in the common Windows Media format. The video files are large, even after

compression, demanding substantial storage capacity on the server. In addition, streaming video to users, particularly if there are multiple users accessing the video storage simultaneously, places a high demand on server resources and the server's connection to the internet.

We have investigated a number of approaches to getting meeting video on the web. The simplest, that of converting the MCTV video to web format and posting it on our own server, was precluded by MCTV's assertion of a copyright over the content the District pays them to create and their refusal to allow us to use the video for the purpose of creating a web version. MCTV does not currently offer the capability of posting our video on the web, although they have recently decided to make this service available starting about April 1.

We also looked briefly at a high-end service provided by Granicus (www.granicus.com). We feel that this service, with startup costs approaching \$10,000 and high monthly service fees (\$750-\$1,200), plus the cost of video equipment and a video operator, would not be justified for an agency of our size.

After discussions with staff at Montara Water and Sanitary District, which has been posting video of its meetings on a trial basis on the Montara Fog website (www.montarafog.com), we contacted Montara Fog owner Darin Boville. His website, which includes meeting videos from several coastside agencies, demonstrates that he has the technical knowledge and experience to provide the web video service we need.

We solicited and obtained proposals from MCTV and Darin Boville, both of which are attached. We recommend that the District proceed now with a six month trial of the Montara Fog service at a cost of \$495 per meeting. The Montara Fog proposal has the following advantages:

- Ability to start immediately with the March 2008 meeting.
- Demonstrated expertise in web video vs. no experience on MCTV staff.
- Hosting of video on a well-designed website with existing coastside traffic vs. undeveloped MCTV website.
- Turnkey service that includes all taping, video conversion, web posting, and web hosting.
- Full, unrestricted rights to use the original video and the transcoded web video for the District's purposes, including posting on our own website or another website of our choosing.
- Hosting of past meeting video at no additional charge.

Our current practice of having MCTV tape and rebroadcast the meetings would continue during the trial period. MCTV has told us that they are not willing to broadcast a tape created and provided by the District. If and when MCTV

STAFF REPORT

Agenda: February 12, 2008

Subject: Posting District Meeting Video on the Web

Page Two

actually makes their web video service available, we would conduct a parallel trial of their service for comparison.

At the end of the trial period, we will evaluate the effectiveness of the web video program, decide whether to continue it and evaluate our options for video creation and hosting.

Fiscal Impact:

Cost of approximately \$2,500 (unbudgeted) in FY 07-08, \$1,500 in FY 08-09.

Montara Fog

www.montarafog.com

Proposal for Video Recoding, Presentation, and Archiving of Government Meetings

December 14 2007

Introduction

Many governmental bodies on the San Mateo coast are sensitive of the need to make the public more aware of their activities and are often frustrated in their efforts to gain a larger attendance by citizens at their meetings. Yet smart public officials are only too aware that the process works best when it is open and transparent.

Poor governance is often the result of a lack of public interest (and thus input) resulting from meetings that take place out of public view--even when the organization has made great efforts to make their meetings open and to gain the public's attention.

People are busy. We all are. Few people have time to attend local government meetings on a regular basis even though they may appreciate the importance of what goes on there. And what if their interest is only in a particular item buried at the end of a three hour meeting? It is unrealistic to expect a busy Mom or Dad to sit through two and a half hours of discussion of no interest to them just to hear the ten-minute portion they care about.

The old solution doesn't work

One solution is to videotape the meetings and make them available to the public. This solution has great potential. Citizens need not travel, need not worry about child-care, alternative dinner plans, and so forth.

The problem with how videotaping meetings has been implemented in the past is that it only solves a few of the problems that it might address, leaving large obstacles still in the way of citizen participation.

For example, traditionally meetings have been broadcast only once. The viewer must still adjust their schedule to suit the broadcast, or purchase a Tivo

machine and record the broadcast for later viewing. That is inconvenient.

In addition, traditionally the broadcasts have been “gavel-to-gavel” which sounds great--at first--until you realize that that means you are still sitting through long meetings when you are only interested in a small portion.

Further, the quality of the presentation has suffered at the traditional outlet. While the gear used by some may look impressive--big camera, big tripod, lots of wires--the truth is that the technology is nearly a decade old. The image quality suffers. The sound quality suffers. Composition is often static and lethargic--let's be frank: these meetings can sometimes be boring--why make them even worse by a stale, boring presentation?

Finally, the traditional method of “shoot & broadcast” does not provide an archive of older videos. Many times a video shot in April will assume great importance in June due to unexpected events. Many citizens would enjoy being able to review those older videos, to refresh their memory and to more fully understand the events that followed.

A new solution

A new and better solution now exists.

The service Montara Fog offers takes advantage of the latest technology to bring down these barriers and to increase public viewership of governmental meetings. We do this in several ways.

First, we do it on the web. Computers are fast enough nowadays to handle a small video presentation--newer computers with faster connection can play a much larger, higher quality presentation. This opens up many possibilities for reaching a wider audience and archiving.

Second, we shoot a high quality product. We use modern HDV (High definition) cameras. Even when shrunk down to a small size the higher quality signal is advantageous. We use special microphones, doing away with the complicated wiring set-ups that often result in static or loss of signal. When shooting we actively pan and zoom in order to fill the frame with the subject of interest. This maximizes the potential for viewer interest. The video is active rather than passive.

Third, we convert the video into a variety of web-ready formats. Unfortunately, no one format plays on all machines. And “the best” format seems to change

every few months. We keep on top of these issues and offer viewers the highest quality possible given the constraints of their hardware. Typically we produce two versions--a large version for newer machines with fast connections and a smaller version for older machines. Giving the viewer options maximizes their experience.

Fourth, we make it easy for viewer to find the agenda item they are interested in. The video is broken up into segments which correspond to each agenda item. Want to see the ten-minute part that happened way at the end? Just click on it. This is a huge time-saver and is critical to achieving a larger viewership.

Fifth, we publish the video on the front page of *Montara Fog*, a online publication serving the coastside that has 2500 unique visitors a week (and growing), as of this writing. Publishing the videos here, in addition to a dedicated site gives the video a great deal more exposure than it otherwise would have. You need to put the video in front of the viewer rather than expecting the viewer to seek out your video. (We will also submit the video to other media outlets such as MCTV, Coastsider.com, the Half Moon Bay Review, and the San Mateo County Times for potential additional exposure.)

Sixth, Viewers will have access to an archive of older videos. The meetings won't vanish--they'll still be there online long afterwards. Not only will viewers be able to search and browse the older videos but we will also create a special menu item that calls up just your videos to help make the viewer's browsing a more efficient and rewarding experience. Of course this will be available 24/7.

Our Experience

Darin Boville has been shooting photos and video professionally since the early 1980's. He is also a graduate of Harvard's Kennedy School of Government. His goal with Montara Fog is to promote a more open, more democratic society here on the San Mateo coast. Montara Fog is an effort to help build community and to connect citizens and their elected officials--to provide a little bit of the "glue" that binds up together and makes us a true community.

Our Service Options

Our service options are based on a typical three-hour meeting. They include all costs normally associated with a video shoot (tape cost, travel, editing time, etc).

Since each customer will have their own needs I have provided three levels of service to better serve you. Each can be modified to more perfectly suit your specific needs. (For example, additional meeting hours can be added, web pages can be developed, and additional video formats can be created.)

Three levels of Service:

Level 1: Customer provides encoded, web-ready computer file. Montara Fog hosts and publishes the video.

At this level the customer will shoot the meeting onto digital tape. They will compress it to a web-ready format (Montara Fog will provide the technical specifications). Montara Fog will then publish the video and provide an archive.

This level of service is good for organizations which simply have no budget at all for this sort of service. The downside is that the video quality that results is often unrewarding and the workload to produce them is very high.

It also may require an initial outlay of money to acquire suitable equipment and time to train on that equipment.

Cost: There is no charge for this service.

Level 2: Customer provides raw footage in tape or digital form. Montara Fog prepares the video for web presentation, hosts the video, and publishes it.

With this option the customer shoots the video and delivers the raw footage to Montara Fog and avoids the sometime maddening complexity of transforming the original signal into a web-ready format. Montara Fog will get the footage web-ready and, if provided with an accurate log sheet, will break the video down into segments corresponding to agenda items. The result will be published on Montara Fog and submitted to other media outlets and will be archived.

If you are trying to find a way to balance potential public awareness and extremely limited funds then this maybe an interesting option.

Cost: \$250

Level 3: Montara Fog provides all phases of video production through publication.

This is the highest cost option but also results in the best quality video and the largest potential for public viewership.

At this level of service Montara Fog is responsible for all aspects of the video production, from shooting to archiving and publication. The organization is relieved of almost all responsibility for the production and can focus their limited resources on what they do best.

If the greatest potential for public awareness and interest is your goal then this is the best level of service.

Cost: \$495

Note that at all levels of service the customer may still use the videos at their own dedicated site, either via links or by hosting a copy of the videos on their server. In addition, the customer can copyright the videos or not as is appropriate to further their public mission. There are advantages and disadvantages to both options--we can talk about this in more detail.

Add-ons

Options are available at a reasonable cost. For example, extra-long meetings can be accommodated. If the organization needs a separate web archive in addition to be published on Montara Fog then that can be provided (anything from a simple list of linked text items to a full-blown content management system driven site with a dedicated web address.

We can accommodate unexpected special meetings, unusual locations, debates, slideshows--whatever! We will work hard to meet your special needs.

Contact Information

If you need additional information please do not hesitate to contact me at:

Darin Boville
Montara Fog
PO 370120
Montara, CA 94037

darin@montarafog.com

Mid-Coast Television

Video Production and Cablecasting for Public Meetings

Rate Sheet

Effective January 1, 2008

For public agencies that reach an agreement with Mid-Coast Television (MCTV) to videotape and cablecast their public meetings, the following rates apply:

For each public meeting, MCTV will provide a professional quality digital video camera, a trained cameraperson, and video tape stock. MCTV will videotape the meeting, load the meeting into the MCTV automated playback system, and cablecast the program on Channel 6. The cablecast will be publicized through the MCTV Program Schedule, which can be seen on MCTV's message channel on Channel 6, is always available on the MCTV website, and is listed in the weekly Half Moon Bay Review.

\$325 per meeting

MCTV will also make DVDs of any public meeting upon request for \$50.

Rates are subject to change.

For more information, contact Connie Malach, MCTV President, at 650-726-1750 or at connie@mctv.com

Mid-Coast Television
525A Obispo Road
P. O. Box 1750
El Granada, CA 94018

Mid-Coast Television

Webstreaming and Video on Demand for Public Meetings

Rate Sheet

Effective March 1, 2008

Beginning in the second quarter of 2008, Mid-Coast Television (MCTV) will offer public agencies whose meetings are taped by MCTV a new service.

MCTV will be able to webstream a video of the public meetings on its website – **mctv.com** -- while the meetings are being cablecast on MCTV Channel 6. Thereafter, meetings will be available on the MCTV website for viewing through video on demand for a specified period of time.

For public agencies whose meetings are being taped and cablecast by MCTV, the additional charge for webstreaming and video on demand service are as follows:

\$150 per meeting

For this fee MCTV staff will upload the meeting video onto the MCTV website, webstream the meeting during its regularly scheduled cablecast on MCTV Channel 6, and provide the video for viewing on demand by visitors to the website. In addition, website visitors can learn when the webstreaming will occur by referencing the MCTV program schedule, which is continuously shown on MCTV's message channel on Channel 6, and on the MCTV website, and is listed in the weekly Half Moon Bay Review.

Note: This fee is predicated on a majority of the public agencies whose meetings are now cablecast on MCTV signing up for the webstreaming service.

For more information, contact Connie Malach, MCTV President, at 650-726-1750 or at connie@mctv.com

Mid-Coast Television
525A Obispo Road
P. O. Box 1750
El Granada, CA 94018

MCTV IS THE RIGHT CHOICE FOR WEBSTREAMING VIDEO OF PUBLIC MEETINGS ON THE COASTSIDE

- Mid-Coast Television (MCTV) has a proven track record. MCTV has been the public, educational and governmental cable access provider on the Coastside since 1982, and has been on the air continuously since 1985.
- MCTV is a local non-profit agency, and cablecasts programs of local interest, offers vocational training in video, and helps other Coastside non-profits and government agencies by providing them with free message channel notices. Choosing MCTV as your video webstreaming provider will support the station's work for the community.
- Your agency's public meetings will get far broader distribution with MCTV. In addition to being *webstreamed* from the MCTV website (mctv.com), the video will be available on the website for viewing via *video on demand*, and it will be *cablecast* on MCTV, where it will reach large portions of the Coastside community, including senior citizens, that do not use the internet to keep up with local news and events. MCTV has a large and established viewing audience, especially amongst seniors, and the Portuguese and Hispanic residents of the Coastside.
- Public meetings shown on MCTV are also publicized in the MCTV program schedule, which is repeated frequently on the MCTV Message Channel on Channel 6, is available on the MCTV website, and is also listed in the Half Moon Bay Review.
- MCTV is respected for its unbiased coverage of public meetings, including gavel to gavel coverage. The MCTV website does not include opinions or editorializing about local news and politics.
- MCTV provides up to date professional broadcast quality video equipment, including digital video cameras, and frequently updates its video equipment to take advantage of new technology and to provide the high quality images that viewers prefer. MCTV has consistently maintained and replaced its equipment as needed over 22 years of on-air production.
- MCTV's management has over 30 years of professional video production experience in the Bay Area, MCTV's staff is thoroughly trained in the production of public meetings and monitors the programming for quality control. MCTV's Board of Directors contains experts in video and audio production, and information technology professionals.
- MCTV's webstreaming project will involve first rate partners in video production, webstreaming and website design. MCTV's website will be completely redesigned to make it up to date and user friendly. MCTV will contract with Media Control Systems and Tightrope for the video control systems and servers, and Wired Moon will undertake the redesign of the MCTV website. Learn more about these partners at <http://www.mediacontrolsystems.com/> <http://www.trms.com/> <http://www.wiredmoon.com/index.html>
- If all of the Coastside public agencies use MCTV for webstreaming their meetings, MCTV can keep costs low and your agency will receive the savings.
- MCTV is a partner with Coastside public safety agencies in distributing emergency preparedness information, and in the event of a major disaster, MCTV has the capability to provide emergency information to Coastside homes via Channel 6 even if internet and other video services are out.

STAFF REPORT

To: Coastside County Water District Board of Directors
From: Anthony P. Condotti, Legal Counsel
Agenda: February 12, 2008

Report

Date : February 7, 2008

Subject: Information Item: **Update On Expiration Of CCWD's**
Commitment To Reserve 72 Non-Priority Connections For
Wavecrest Village Project

Brief Summary

An agreement between the District and the developer of the proposed Wavecrest project, whereby the District held 72 non-priority water service connections in reserve, expired on January 1, 2008. As a result, the 72 connections have been restored to the **District's inventory of unallocated non-priority capacity.**

Background

Until construction of the Crystal Springs Water Supply Project in the late 1980s, the District essentially operated under a moratorium for new non-priority water service connections since the mid-1970s. Under the financing scheme for the CSP, all available non-priority **connections quickly sold, thus depleting the District's inventory of** non-priority capacity for purchase. In 1998, however, the District discovered a mathematical error in the San Mateo County LCP, which enabled the District to make a total of 305 additional water connections available for sale.

After numerous hearings and receiving input from local land use authorities, in late 1998 and early 1999 the Board made a number of **decisions to allocate the "newly discovered" connections. Specifically,** the Board distributed 100 of the connections by way of a **"lottery".**

Staff Report
Meeting of February 12, 2008
Page 2 of 2

The remaining connections were allocated to three projects identified and recommended by the City of Half Moon Bay and the County of San Mateo.

At the **City's** request, 28 connections were allocated and sold to developer Jay deBenedetti for the Arleta Park project. At the **County's request, the** District sold 98 connections for the Moss Beach Affordable Housing Project. The City Council also requested allocation of 79 connections to Wavecrest. However, at the **developer's request, the District** agreed to keep the connections in reserve until such time as the developer obtained permit approval and was prepared to fund the purchase. The commitment was subject to certain terms and conditions memorialized in a letter agreement dated July 13, 1999 entered into between CCWD and Wavecrest. The original agreement expired on November 15, 1999, but was extended and modified a number of times, most recently in September of 2004. Per the terms of the 2004 **extension, CCWD's** commitment to reserve non-priority capacity for the Wavecrest Project expired January 1, 2008. Moreover, with the recent **announcement of the Wavecrest Property's acquisition by the** Peninsula Open Space Trust, the underlying factual justification for reserving the connections likewise no longer exists. Accordingly, the system capacity formerly reserved for the Wavecrest Project has **been returned to the District's** inventory of non-priority water service connections.

The Board will have an opportunity to consider possible alternatives for allocating this capacity at a future meeting. A copy of a letter formally notifying Wavecrest that the agreement has expired is attached.

Fiscal Impact

To be determined.

ATCHISON, BARISONE, CONDOTTI & KOVACEVICH

A PROFESSIONAL CORPORATION

333 CHURCH STREET

SANTA CRUZ, CALIFORNIA 95060

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January 28, 2008

***Via Facsimile (650)574-1207
And United States Mail***

Mr. Jeff Atkinson
Wavecrest Village, LLC
470 Concar Drive
San Mateo, CA 94402

Re: Expiration of Commitment To Reserve 72 Non-Priority Connections For
Wavecrest Village Project

Dear Mr. Atkinson:

This office represents the Coastside County Water District. As you are no doubt aware, in 1999 the Board of Directors of the Coastside County Water District approved a resolution authorizing the reservation of 79 non-priority water services connection for the Wavecrest project, subject to certain terms and conditions memorialized in a letter agreement dated July 13, 1999 entered into between CCWD and Wavecrest. The letter agreement expired on its own terms on November 15, 1999, but was extended and modified a number of times, most recently by a letter dated September 27, 2004 from then Board President John Muller, and executed by Patrick Fitzgerald on behalf of Wavecrest (the "2004 Extension").¹ Paragraph B of the 2004 Extension states that CCWD's commitment to reserve non-priority water service for the Wavecrest Project will remain in effect until the *sooner to occur* of:

“(1) sixty (60) days after Wavecrest obtains final governmental approvals necessary to develop the project, e.g., a Coastal Development Permit, which has become final and is no longer subject to appeal and any legal action challenging the issuance of said CDP is finally resolved in favor of Wavecrest, by judgment or settlement (the “Final Action”); or (2) the effective date of any final decision by the Coastal Commission denying the CDP, including the final disposition of any amended project, appeal or court action challenging said denial; (3) the date Wavecrest notifies the District and/or the California Coastal Commission, of its withdrawal of the CDP; ***or January 1, 2008.***”

¹ By the time of the 2004 Extension, the number of connections reserved had been reduced to 72 as a result of the settlement of the *Beuth* lawsuit.

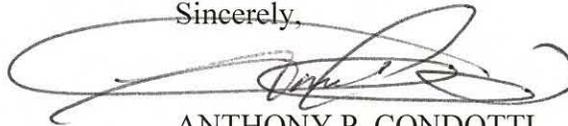
Mr. Jeff Atkinson
January 28, 2008
Page 2 of 2

Per the terms of the 2004 Extension, CCWD's commitment to reserve non-priority capacity for the Wavecrest Project expired January 1, 2008. Moreover, with the recent announcement of the Wavecrest Property's impending acquisition by the Peninsula Open Space Trust, the underlying factual justification for reserving the connections likewise no longer exists. Accordingly, CCWD has returned the system capacity formerly reserved for the Wavecrest Project to its unallocated inventory of non-priority water service connections.

The CCWD Office has received Wavecrest's check dated January 2, 2008, in payment of the January interest charge. CCWD will be returning the payment to you.

Please do not hesitate to contact me if you have any questions.

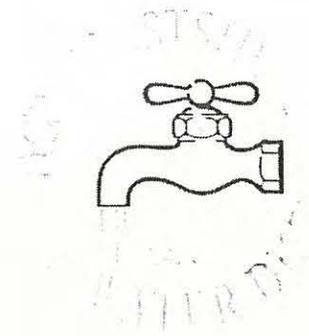
Sincerely,

A handwritten signature in black ink, appearing to read 'Anthony P. Condotti', is written over a horizontal line. The signature is fluid and cursive, with a large loop at the end.

ANTHONY P. CONDOTTI

cc: David Dickson, CCWD General Manager

September 27, 2004



Mr. Patrick Fitzgerald
Wavecrest Village, LLC
2450 South Cabrillo Highway, Suite 200
Half Moon Bay, CA 94029

Re: *Wavecrest Village*

Dear Mr. Fitzgerald:

This letter memorializes the terms and conditions on which the Board of Directors of the Coastside County Water District, at its regular meeting of September 21, 2004, approved an extension of its commitment to reserve the hydraulic equivalent of 72 5/8 water service connections for Wavecrest Village, LLC ("Wavecrest").

The Board agreed to extend the commitment made in its July 13, 1999 letter (which was subsequently extended on various occasions including, most recently, by letter amendment dated May 22, 2001 and, as a result of the *Beuth* settlement, reduced from 79 to 72 connections) under the same terms and conditions, except as further amended by the following:

- A. That Wavecrest shall pay to the District an annualized eight percent (8%) of the value of the 72 5/8-inch water service connections being reserved. This amount is intended to cover the costs incurred by the District, including among other things interest it would have earned if the 72 water service connections were sold. Therefore, Wavecrest shall pay the District the sum of three thousand, three hundred forty five dollars and sixty cents (\$3,345.60) per month, due and payable in advance by the fifth day of each month. Payment is by the 5th of each month for the remainder of the term of this agreement. If Wavecrest fails to make a monthly payment by the fifth day of any month, the District may terminate its commitment by giving three (3) days advance written notice to Wavecrest. The commitment shall terminate automatically if Wavecrest does not make the overdue payment within that three (3) day period. These payments shall not be applied to the purchase price if Wavecrest decides to purchase all or some of the water service connections.

- B. This commitment will remain in effect until the sooner to occur of: (1) sixty (60) days after Wavecrest obtains final governmental approvals necessary to develop the project, e.g., a Coastal Development Permit, which has become final and is no longer subject to appeal and any legal action challenging the issuance of said CDP is finally resolved in favor of Wavecrest, by judgment or settlement (the "Final Action"); or (2) the effective date of any final decision by the Coastal

Mr. Patrick Fitzgerald

September 27, 2004

Page 2

Commission denying the CDP, including the final disposition of any amended project, appeal or court action challenging said denial; (3) the date Wavecrest notifies the District and/or the California Coastal Commission, of its withdrawal of the CDP; or January 1, 2008. Final Action is a condition precedent to Wavecrest's purchase of the subject 72 connections. To purchase some or all of the connections, Wavecrest shall deliver a duly executed Water Service Connection Purchase Agreement along with payment for the number of connections purchased. Said Agreement shall include reasonable terms and conditions on the purchase of said connections, and in accordance with District custom and policy except as herein specified.

- C. The connections are non-transferable, i.e., they must be used for the project approved by a CDP ("Project"), provided, however, that the rights to water service may be conveyed, together with title to the individual parcels. Any assignment of uninstalled rights to water service to a subsequent purchaser of all or a portion of the Project must be approved, in writing, by the District (which approval must not be unreasonably withheld), and the assignee thereof must agree, in writing, to be bound by this agreement and any Water Service Connection Purchase Agreement entered into pursuant hereto. In the event the connections are unable to be used for the Project, then some or all of the connections may be reconveyed to the District. The District may then resell any such reconveyed water service connections. Upon resale of the water service connections, the District shall deliver the proceeds of any such resale to Wavecrest (or its assignee); provided, however, that the amount which the District is obligated to deliver to Wavecrest on account of the resale shall not exceed the amount Wavecrest originally pays for such connections (i.e., \$6,970 per connection). Wavecrest shall not be entitled to interest on its original payment.
- D. Wavecrest Village, LLC, on behalf of itself, its successors in interest and assigns, agrees to indemnify, defend and hold harmless the Coastside County Water District and its directors, officers, employees and agents from and against any claims or lawsuits which may be brought, naming the District or Wavecrest as a party, which challenges the District's decision to reserve the 72 water service connections for Wavecrest, including but not limited to Resolution No. 1999-06, the July 13, 1999 letter agreement entered into pursuant to said Resolution, and any amendment thereto including this amendment (collectively the "Decision"). Wavecrest, for itself, its successors and assigns, releases the District, its directors, officers, employees and agents from any claims, demands, causes of action or liability of whatever nature that might arise out of the Decision, including but not limited to any judgment declaring the Decision invalid and resulting in the District's inability to convey the connections to Wavecrest. To the same extent as its responsibility to defend the District hereunder, Wavecrest will indemnify the District for any attorneys fees and costs awarded against the District in any such

Mr. Patrick Fitzgerald
September 27, 2004
Page 3

action. Wavecrest's obligation to indemnify, defend and hold harmless hereunder shall survive and remain in full force and effect after Wavecrest pays for the connections and enters into a Water Service Connection Purchase Agreement pursuant to Paragraph B, above. The District agrees to confer with and keep Wavecrest reasonably informed about the status of any litigation challenging the Decision.

Excepted as amended hereunder, the terms and conditions of the July 13, 1999 letter Agreement, and any subsequent amendment thereto, shall remain in full force and effect.

Please indicate your acceptance of these terms and conditions by signing the enclosed copy of this letter where indicated and returning it to me. You may consider this commitment in effect from the time the signed letter is delivered to the District.

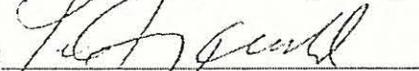
Very Truly Yours,



John Muller
President

Accepted:

Wavecrest Village, LLC,
a California Limited Liability Company

By: 

Its: 

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: February 12, 2008

Report

Date: February 7, 2008

Subject: General Manager's Report

Recommendation:

None - information only.

Background:

I would like to bring the following areas of staff activity to the Board's attention:

1. Board Retreat

- The retreat will be held at the Comfort Inn in Half Moon Bay on March 4.
- Jan Perkins, our retreat facilitator, interviewed four Directors and staff on January 29. She will be on site for additional interviews on February 21.

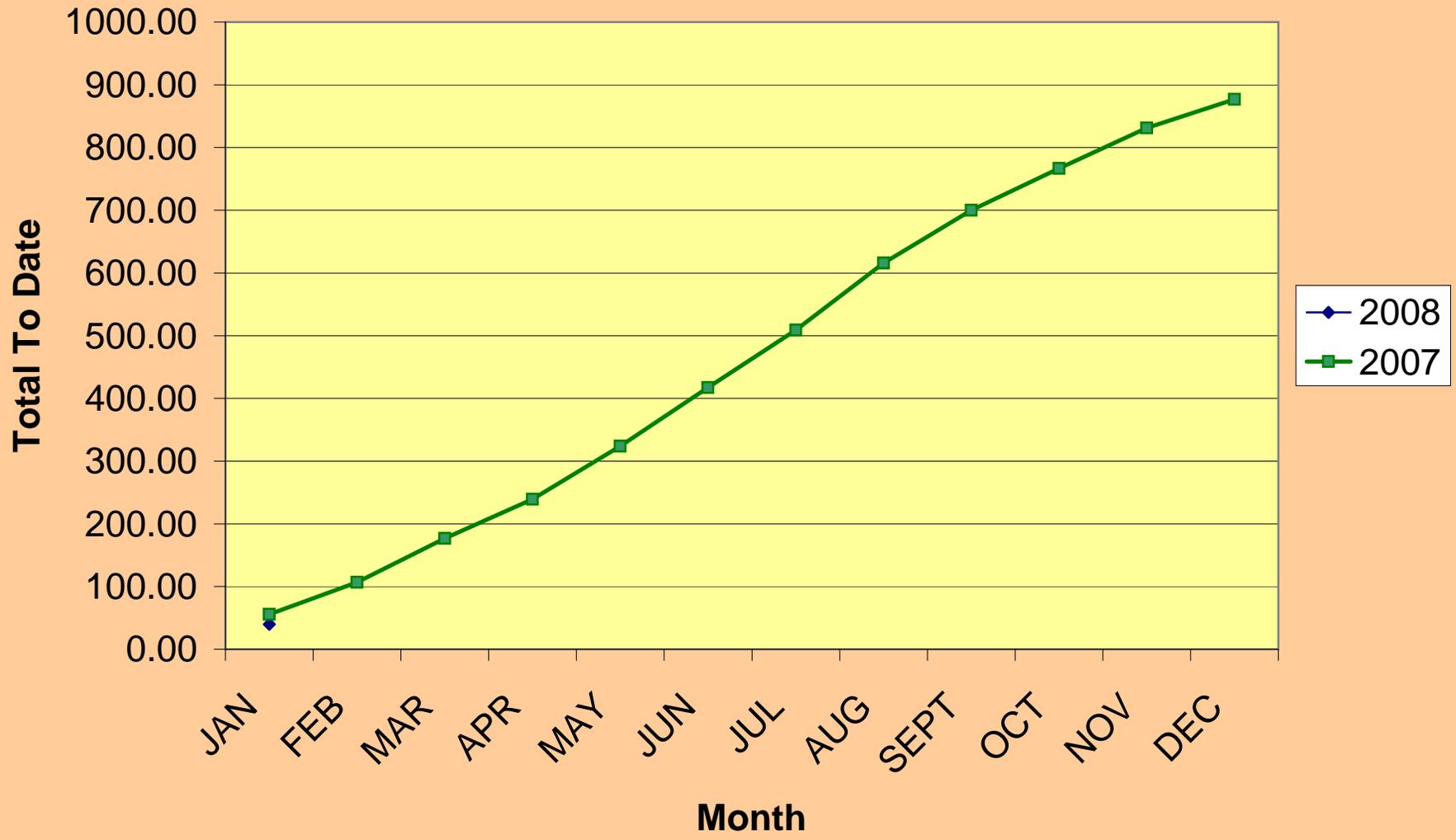
2. Water Supply - Reclamation

- Arranged a tour of Daly City's water reclamation project on January 25 for two of our largest users and potential reclaimed water customers: Nurserymen's Exchange and Ocean Colony. Carollo Engineers, designers of the project, made a presentation and conducted the tour.
- Tour of SAM wastewater facilities with same customers scheduled for February 11.

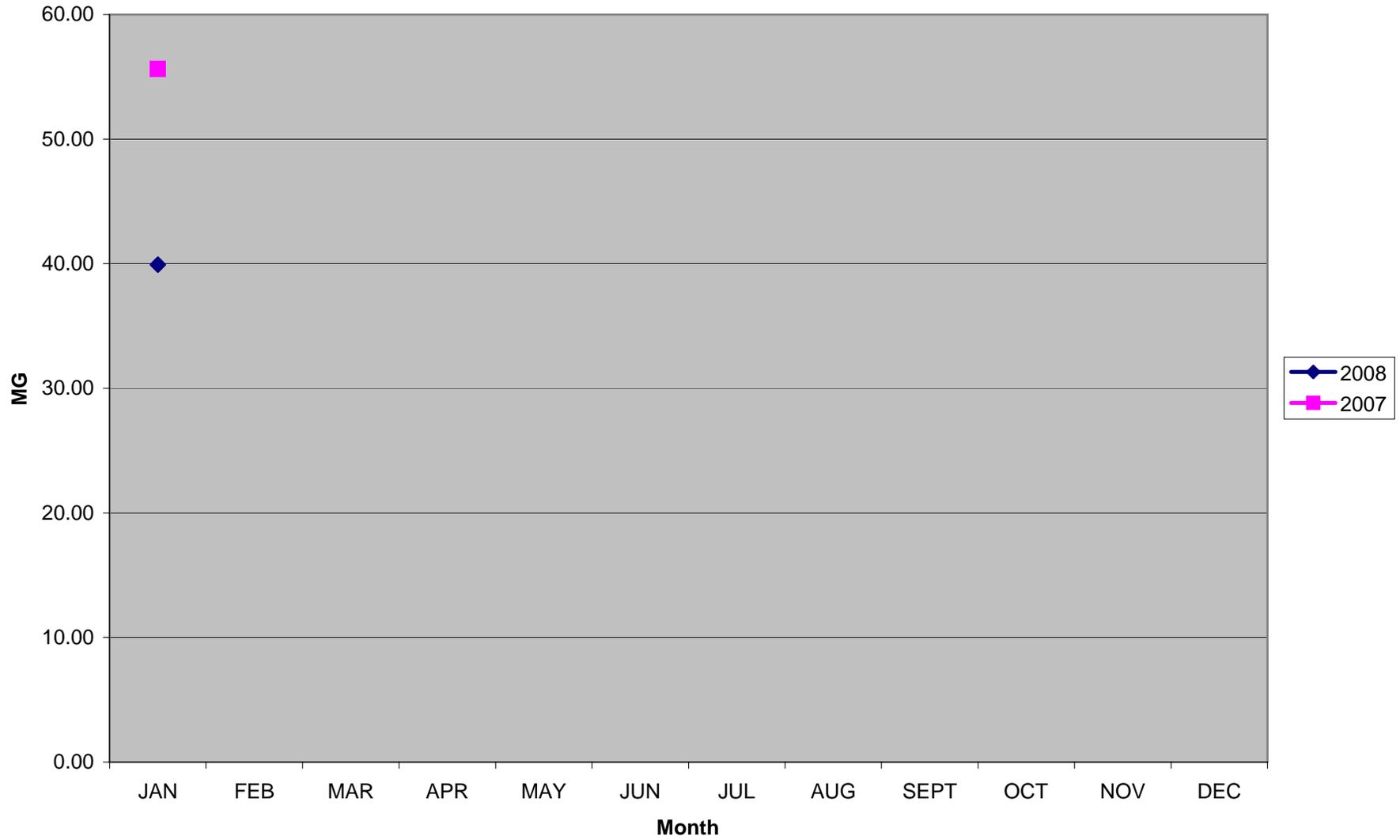
TOTAL CCWD PRODUCTION (MG) ALL SOURCES-2008

	PILARCITOS		DENNISTON		CRYSTAL SPRINGS	SAN VIN.	RAW WATER	UNMETERED	TREATED	
	WELLS	LAKE	WELLS	RESERVOIR	RESERVOIR	RESERVOIR	TOTAL	USAGE	TOTAL	
JAN	6.69	29.20	0.00	0.00	7.03	0.00	42.92	2.99	39.93	55.64
FEB							0.00			
MAR							0.00			
APR							0.00			
MAY							0.00			
JUN							0.00			
JUL							0.00			
AUG							0.00			
SEPT							0.00			
OCT							0.00			
NOV							0.00			
DEC							0.00			
TOTAL MG	6.69	29.20	0.00	0.00	7.03	0.00	42.92	2.990	39.93	
% TOTAL	15.6%	68.0%	0.0%	0.0%	16.4%	0.0%	100.0%	7.0%	93.0%	

CUMULATIVE PRODUCTION



Production 2008 vs 2007



COMPARISON OF SFPUC METERS WITH NUNES INFLUENT METER

		Nunes Meter	BW Return	Wells	Difference	SFPUC Pilarcitos meter	SFPUC CSP meter	Skylawn 1	SFPUC Total	SFPUC - Nunes	% difference
2006	Jun	68.76	3.3	0	65.46	45.54	20.3	0.00	65.84	0.38	0.58
2006	Jul	75.97	3.4	0	72.57	0	91.78	13.80	77.98	5.41	6.94
2006	Aug	71.56	3.42	0	68.14	0	76.55	0.00	76.55	8.41	10.99
2006	Sep	65.09	3.23	0	61.86	0	77.88	13.13	64.75	2.89	4.46
2006	Oct	57.6	3.1	0	54.50	0	64.98	0.00	64.98	10.48	16.13
2006	Nov	50.7	2.96	7.17	40.57	17.2	30.34	9.25	38.29	-2.28	-5.95
2007	Dec	49.94	3.74	7.6	38.60	45.17	0	0.00	45.17	6.57	14.55
2007	Jan	51.29	2.78	5.93	42.58	42.51	0	0.00	42.51	-0.07	-0.17
2007	Feb	48.57	2.56	5.96	40.05	47.08	0	0.00	47.08	7.03	14.93
2007	Mar	54.47	2.99	8.41	43.07	56.11	0	0.00	56.11	13.04	23.24
2007	Apr	50.28	2.49	0	47.79	51.49	0	0.00	51.49	3.70	7.19
2007	May	59	2.5	0	56.50	66.93	4.51	2.50	68.94	12.44	18.04
2007	Jun	70.71	2.64	0	68.07	15.21	63.74	0	78.95	10.88	13.78
2007	Jul	74.67	2.85	0	71.82	0	82.66	15.12	67.54	-4.28	-6.34
2007	Aug	74.46	2.86	0	71.60	0	96.74	2.4	94.34	22.74	24.10
2007	Sep	71.2	2.74	0	68.46	0	73.44	15.34	58.10	-10.36	-17.83
2007	Oct	56.455	2.61	0	53.85	0.03	60.7	0	60.73	6.89	11.34
2007	Nov	51.59	2.463	0	49.13	0	59.937	2.698	57.24	8.11	14.17
2007	Dec	47.84	3.25	1.62	42.97	0	46.11	0.326	45.78	2.81	6.15
2008	Jan	47.75	2.67	6.69	38.39	29.2	7.03	3.02	33.21	-5.18	-15.60
TOTAL		1197.91	58.55	43.38	1095.97	416.47	856.70	77.59	1195.58	99.61	8.33
AVERAGE											

All results in MG.

confluence
upstream of
meter -
subtracted
from Nunes

also
subtracted
from
Nunes
meter

sent to
Skylawn as
raw water.
Subtracted
from SFPUC
sum

Total

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

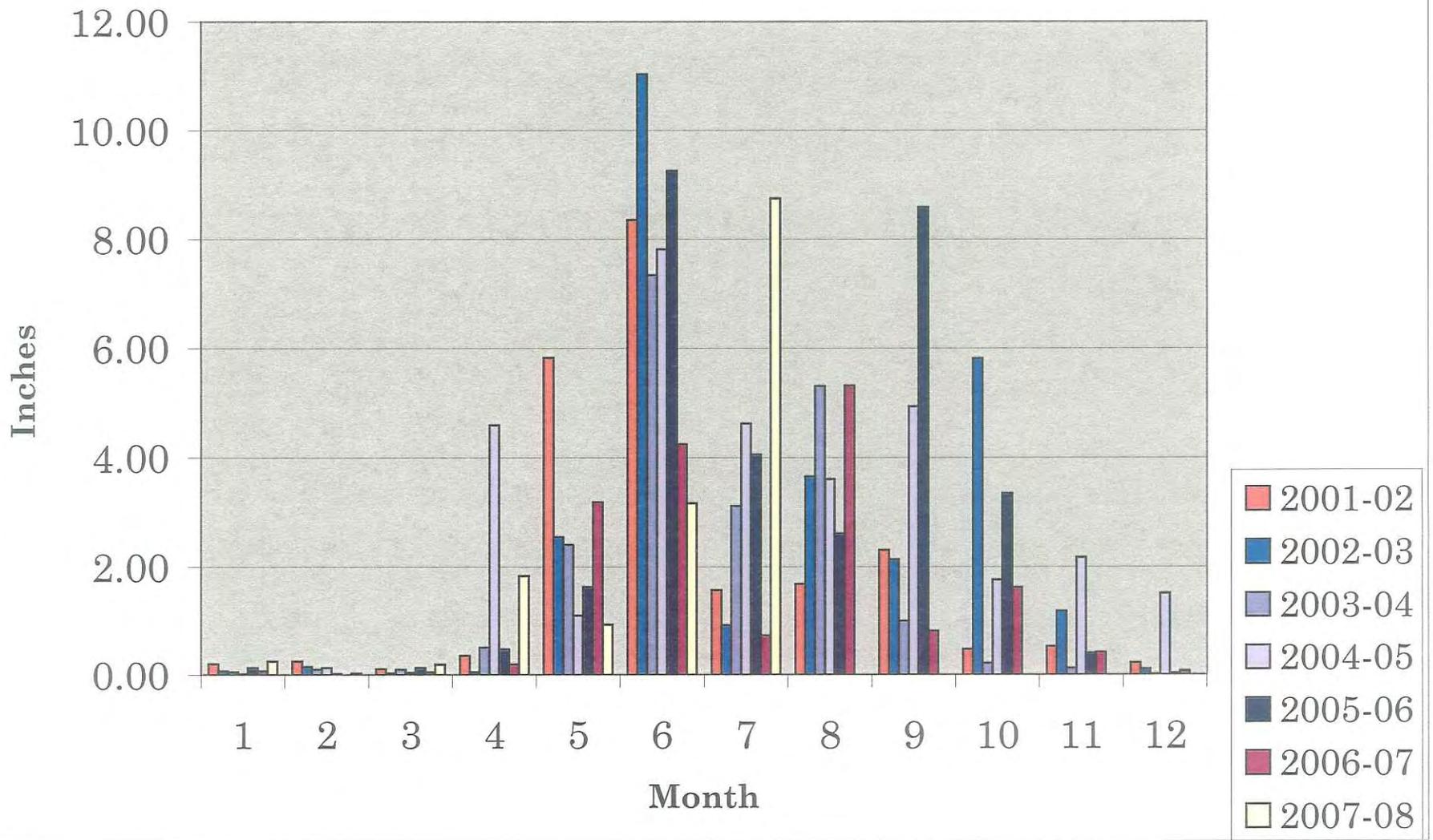
District Office
 Rainfall in Inches

	2007						2008					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0	0	0.03	0.01	0	0					
2	0	0	0	0	0	0	0					
3	0	0	0	0	0	0	0.34					
4	0	0	0.03	0	0	0.31	2.57					
5	0	0.02	0	0	0.01	0	0.58					
6	0	0	0	0	0	0.36	0.09					
7	0.02	0	0	0	0	0.1	0.01					
8	0	0	0	0	0	0	0.28					
9	0	0.01	0	0.86	0	0	0					
10	0	0	0	0.23	0.8	0	0.13					
11	0	0	0	0	0.08	0	0					
12	0	0	0	0.55	0	0	0					
13	0	0	0	0	0	0	0					
14	0	0	0	0	0	0	0					
15	0.01	0	0	0.02	0	0	0					
16	0	0	0	0.02	0.01	0.04	0					
17	0.01	0	0	0.01	0	0.34	0					
18	0.07	0	0	0.01	0.01	0.87	0					
19	0	0	0	0.1	0.01	0.08	0					
20	0	0	0	0	0	0.75	0.01					
21	0	0	0	0	0	0	0.3					
22	0.01	0	0.1	0	0	0	0.2					
23	0.02	0	0	0	0	0	0.05					
24	0.03	0	0	0	0	0.01	0.42					
25	0.01	0	0	0	0	0	2.5					
26	0.02	0	0	0	0	0.02	0.26					
27	0.01	0	0	0	0	0.16	0.21					
28	0.02	0	0.05	0	0	0.04	0.06					
29	0.02	0	0.01	0	0	0.08	0.05					
30	0	0	0	0	0	0	0.07					
31	0	0		0		0	0.62					
Mon.Total	0.25	0.03	0.19	1.83	0.93	3.16	8.75	0.00	0.00	0.00	0.00	0.00
Year Total	0.25	0.28	0.47	2.30	3.23	6.39	15.14	15.14	15.14	15.14	15.14	15.14

Coastside County Water District

Rainfall by Month

July '07 thru Jun '08

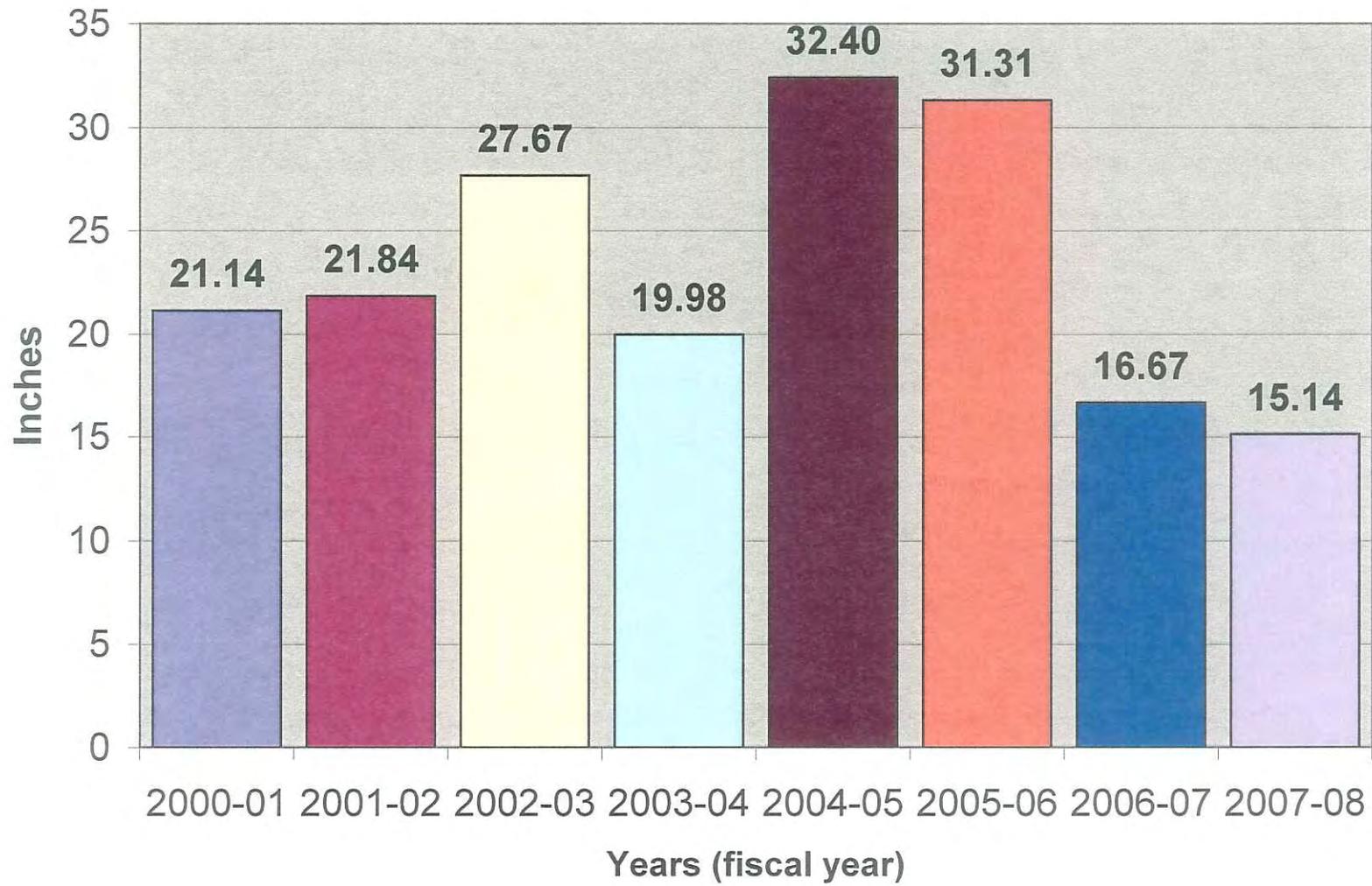


Rainfall by Month

July 2007 - June 2008



Rain Totals



MONTHLY CLIMATOLOGICAL SUMMARY for JAN. 2008

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

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

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	51.0	57.5	2:30p	46.5	8:00a	14.0	0.0	0.00	7.0	23.0	12:30p	NNE
2	52.3	60.2	1:30p	46.9	9:30p	12.7	0.0	0.00	2.5	14.0	4:30a	S
3	56.4	64.1	11:30a	52.6	12:30a	8.6	0.0	0.34	5.1	24.0	5:00p	SE
4	56.1	58.9	12:30p	51.3	11:00p	8.9	0.0	2.57	7.4	43.0	7:00a	SE
5	51.3	55.6	10:30a	47.3	3:30a	13.7	0.0	0.58	2.6	19.0	12:30p	SE
6	49.2	56.6	1:00p	42.6	6:30a	15.8	0.0	0.09	1.3	13.0	1:00a	SE
7	47.8	56.0	2:00p	42.1	9:30p	17.2	0.0	0.01	0.8	8.0	10:30a	S
8	51.0	59.1	1:30p	42.5	4:00a	14.0	0.0	0.28	2.9	32.0	12:00p	SE
9	51.7	60.0	12:30p	44.3	7:30a	13.3	0.0	0.00	0.3	7.0	2:30p	N
10	53.7	59.0	3:00p	50.0	1:30a	11.3	0.0	0.13	0.0	5.0	1:30a	NNE
11	52.5	57.6	2:30p	48.8	12:00m	12.5	0.0	0.00	4.0	23.0	10:30a	N
12	52.5	60.0	3:30p	47.6	3:30a	12.5	0.0	0.00	4.8	19.0	12:30a	N
13	53.6	60.6	3:30p	48.1	6:30a	11.4	0.0	0.00	4.8	23.0	3:00a	N
14	53.0	61.0	2:30p	46.6	12:00m	12.0	0.0	0.00	2.9	15.0	5:00p	N
15	48.8	57.3	3:00p	41.6	7:00a	16.2	0.0	0.00	0.5	10.0	2:30p	WNW
16	51.9	59.8	3:30p	44.8	5:00a	13.1	0.0	0.00	3.6	20.0	12:30p	N
17	49.9	58.6	2:30p	40.6	12:00m	15.1	0.0	0.00	2.4	18.0	1:00a	N
18	48.9	61.2	4:00p	40.1	2:30a	16.1	0.0	0.00	2.0	18.0	1:00p	NNE
19	48.1	58.5	3:00p	39.5	11:30p	16.9	0.0	0.00	0.7	6.0	1:00a	NNE
20	49.3	54.8	3:00p	38.7	12:30a	15.7	0.0	0.01	1.9	14.0	12:30p	WSW
21	46.8	56.2	11:30a	41.4	7:00a	18.2	0.0	0.30	0.9	12.0	3:30p	ESE
22	44.8	53.0	2:30p	40.1	2:30a	20.2	0.0	0.20	2.9	15.0	4:00p	NNE
23	46.0	51.3	1:30p	43.2	5:00a	19.0	0.0	0.05	2.6	13.0	9:30a	NNE
24	46.9	51.9	11:00a	43.6	12:30a	18.1	0.0	0.42	4.0	21.0	11:30p	ESE
25	53.6	57.8	4:30p	48.0	12:30a	11.4	0.0	2.50	7.6	30.0	1:00p	ESE
26	58.2	65.6	2:30p	52.8	11:30p	6.8	0.0	0.26	5.1	32.0	2:00a	ESE
27	54.8	61.7	1:00p	46.7	9:00p	10.2	0.0	0.21	5.8	36.0	2:30a	SE
28	46.5	52.8	2:00p	37.6	11:00p	18.5	0.0	0.06	2.0	19.0	6:30a	SW
29	46.9	55.3	4:00p	37.1	12:30a	18.1	0.0	0.05	1.5	16.0	3:30p	S
30	47.5	55.7	2:30p	41.3	8:00a	17.5	0.0	0.07	1.0	20.0	3:30a	WSW
31	51.4	58.0	2:30p	44.5	12:30a	13.6	0.0	0.62	2.0	17.0	3:00p	SE
	50.7	65.6	26	37.1	29	442.6	0.0	8.75	3.0	43.0	4	N

Max >= 90.0: 0

Max <= 32.0: 0

Min <= 32.0: 0

Min <= 0.0: 0

Max Rain: 2.57 ON 1/04/08

Days of Rain: 17 (>.01 in) 12 (>.1 in) 2 (>1 in)

Heat Base: 65.0 Cool Base: 65.0 Method: Integration

San Francisco Public Utilities Commission

Hydrological Conditions Report

For January 2008

J. Chester, B. McGurk, M. Tsang, February 6, 2008

Current System Storage

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

Table 1							
Current Storage							
As of February 1, 2008							
Reservoir	Current Storage		Maximum Storage		Available Capacity		Percent of Maximum Storage
	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	
Tuolumne System							
Hetch Hetchy ^{1/}	169,672		340,830		171,158		49.8%
Cherry ^{2/}	150,040		268,810		118,770		55.8%
Lake Eleanor ^{3/}	2,159		23,541		21,382		9.2%
Water Bank	555,304		570,000		14,969		97.4%
Tuolumne Storage	877,175		1,203,181		326,006		72.9%
Local Bay Area Storage							
Calaveras ^{4/}	41,918	13,660	96,824	31,550	54,906	17,890	43.3%
San Antonio	45,622	14,867	50,496	16,454	4,874	1,587	90.4%
Crystal Springs	53,137	17,316	58,377	19,022	5,240	1,706	91.0%
San Andreas	17,556	5,721	18,996	6,190	1,440	469	92.4%
Pilarcitos	2,713	884	3,100	1,010	387	126	87.5%
Total Local Storage	160,946	52,448	227,793	74,226	66,650	21,714	70.7%
Total System	1,038,121		1,430,974		392,853		72.6%

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

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

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

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

Hetch Hetchy System Precipitation Index ^{5/}

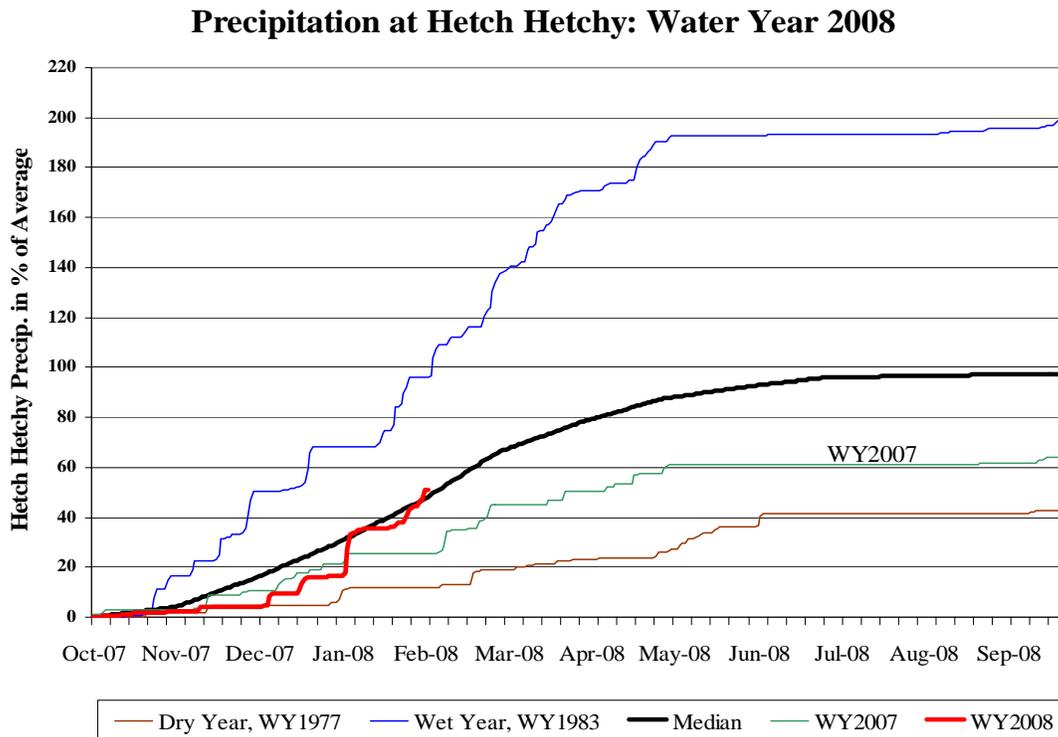
Current Month: The January 31st precipitation index is 10.9 inches, or 170.3% of the average index for the month.

Cumulative Precipitation to Date: The accumulated precipitation index for water year 2008 is 17.8 inches, which is 50.0% of the average annual water year total, or 99.8% of the season-to-date precipitation. The cumulative precipitation for the Hetch Hetchy gauge is shown in Figure 1, and is slightly above the median line for the first time in WY2008 as of January 31.

Snow Water Content: Based on the snow sensors in the Merced and Tuolumne basins, the February 4, 2008 snowpack is about 73% of the April 1 average, or 114 % of average to date.

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

Figure 1: Water year 2008 cumulative precipitation received at Hetch Hetchy Reservoir through the end-of-month January. Precipitation curves for wet, dry, median, and WY 2007 years for the station at Hetch Hetchy are included for comparison purposes.



Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and Tuolumne River at La Grange as of January 31st is summarized below in Table 2. Water available to the City is also shown in Table 2.

Table 2 Unimpaired Inflow Acre-Feet								
	January 2008				October 1, 2007 through January 31, 2008			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	12,101	15,297	23,455	51.6%	19,684	49,332	64,489	30.5%
Inflow to Cherry Reservoir and Lake Eleanor	14,533	15,572	24,383	59.6%	19,410	51,546	68,450	28.4%
Tuolumne River at La Grange	77,556	71,722	123,078	63.0%	12,464	22,226	105,435	11.8%
Water Available to the City	12,464	6,377	53,050	23.5%	108,277	180,751	273,890	39.5%

⁶ Hydrologic Record: 1919 – 2005.

Hetch Hetchy System Operations

Two cold, week-long storms in January deposited about five inches of precipitation each, and the monthly precipitation was close to 170% of normal. However, although there was significant snowfall above 4,000 feet and occasional snow down to 1,000 feet, the storms did not generate much inflow into HHWP reservoirs. At Hetch Hetchy, October to January inflow was only 30.5% of normal. The powerdraft from Hetch Hetchy generally matched SJPL deliveries during the month except for higher flows associated with storm events to ensure water quality.

Cherry Lake is currently at 55.8% of capacity. The cold storms left 38" of snow on the ground at lake level by the end of the month, and runoff from the deep snowpack in the watershed is expected to refill the reservoir after the drawdown in December that allowed maintenance at the Cherry-Eleanor Pump Station. Water was transferred from Lake Eleanor to Cherry Lake to leave room for storing water if any of the storms had been warm and caused significant runoff. During January, about 14 TAF of powerdraft was made to support the City's Muni load, and the water was then transferred to the City's Water Bank in Don Pedro Reservoir.

In January, no water was pumped from Lake Eleanor to Cherry Reservoir; instead, over 6,600 acre-feet of water were transferred from Eleanor to Cherry by gravity flow.

SJPL Diversion

The average rate of the San Joaquin Pipeline diversion during January was 64 mgd, lower than many months due to low demand, local precipitation, and a week-long shutdown for maintenance.

Local System

The average rate at the Sunol Valley Water Treatment Plant for December was 84 mgd. The average rate at the Harry Tracy Water Treatment Plant for the month of January was 60 mgd. These rates were higher than usual because of the one-week shutdown of Mountain Tunnel for maintenance and the ample local precipitation. January water demands averaged 162 mgd. Water demand on February 1, 2008 was approximately 204 mgd. The January water demands are trending consistent with the seasonal norm. January precipitation in the Local System was almost 150% of normal due to the persistent storms, and accumulated local precipitation is now up to about normal for the year to date. Precipitation totals are presented in Table 3.

Table 3 - Precipitation Totals for January at Three Local Reservoirs

Reservoir	Month Total (inches)	Percentage of Normal for the Month	Year To Date ⁷ (inches)	Percentage of Normal for the Year to Date ⁷
Pilarcitos	12.39	138 %	23.61	95 %
Lo. Crystal Springs	10.75	175 %	17.89	118 %
Calaveras	6.57	136 %	11.92	100 %

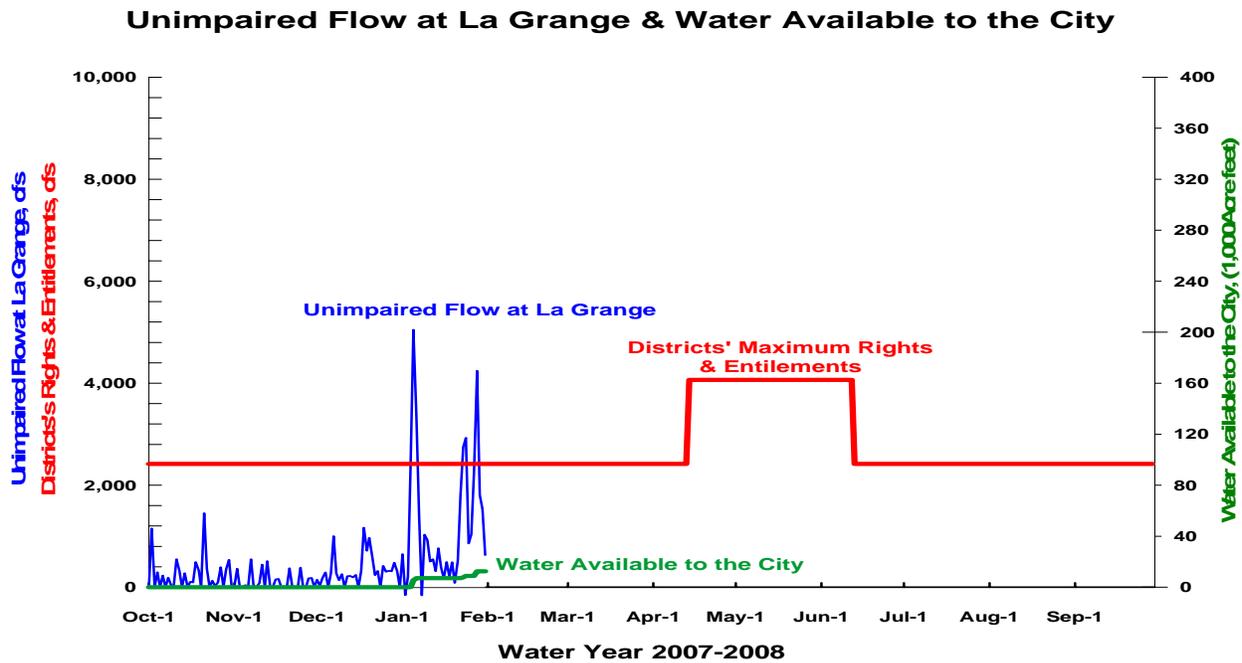
⁷ Since 7-1-2007

Snowmelt and Water Supply

The 170% of normal January precipitation greatly improved the water supply condition, but the City did not get much entitlement flow due to the cold weather. The rest of this week will be dry, and the NWS Climate Prediction Center forecast for the second week of February is for normal precipitation and 1 temperature for both the Local System and the Hetch Hetchy area. The rest of

the month is forecast for below-normal temperature and normal precipitation, and the three-month forecast calls for below-normal precipitation and normal temperature. A strong La Nina condition is occurring, based on cooler-than-normal sea surface temperature in the Pacific. The La Nina event is forecast to continue into spring 2008. La Nina events in the past have been associated with a slightly elevated chance of dry winters in central California.

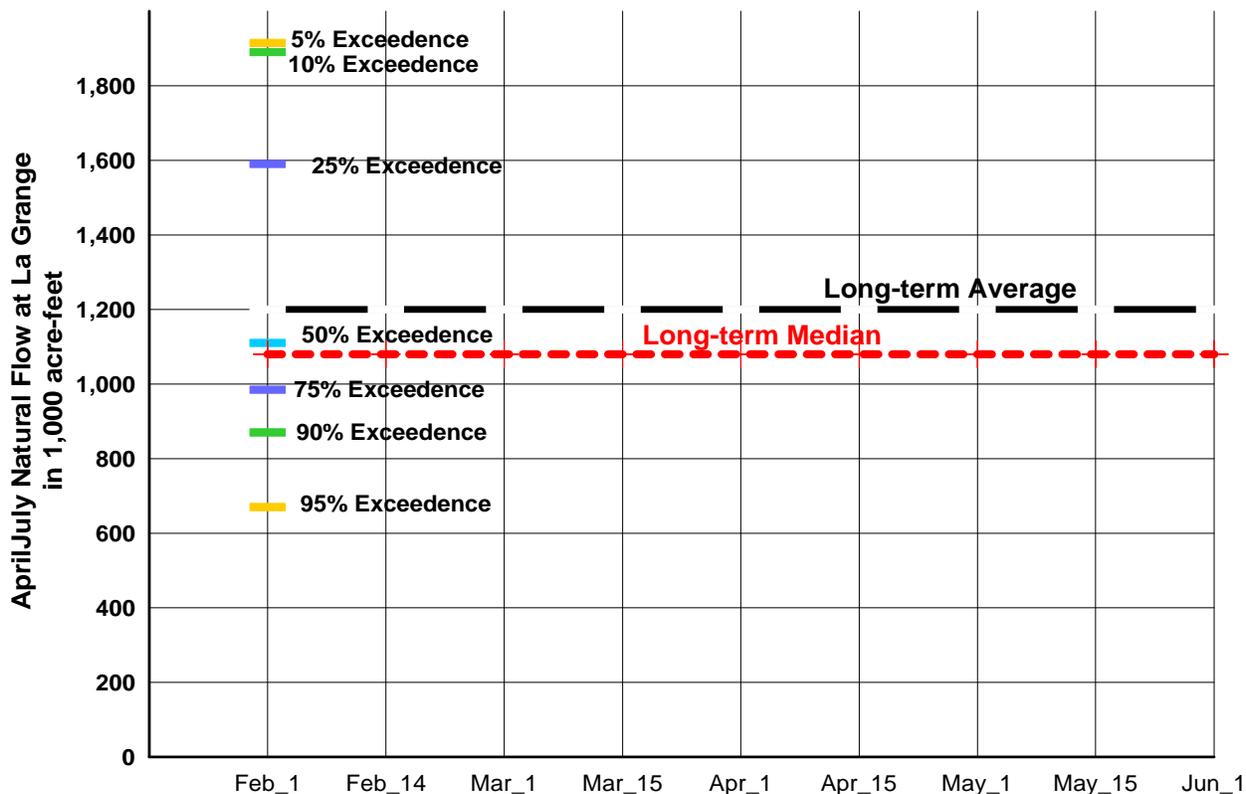
Figure 2: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. Water available to the City for the period from October 1, 2007 through January 31st, 2008 is 12,464 acre-feet.



Due to the storms during the last ten days, avalanche danger has been high and access into the backcountry to perform the Tuolumne, Merced, and Stanislaus snow surveys has been very difficult. Because only 22 of the 34 snow courses have been delayed, there is less certainty in this forecast than is normal. The snow courses that did have data were compared to the snow water equivalents from the automated snow sensor network, and it appears that the 12 courses are reasonably representative of the basin's snowpack water content.

Figure 3: Tuolumne River at La Grange water supply forecast

April-July Natural Flow at LaGrange



The forecast indicates that the median amount of runoff that may occur this year is about 103% of the long-term median because precipitation to date has been well below normal. The median forecast of April-to-July runoff is about 1,110 TAF, compared to the long-term median runoff for the April-to-July period of 1,080 TAF. For natural flow at La Grange, there is an 80 percent chance that the April-to-July natural runoff will be between 870 TAF and 1,890 TAF.

cc	HHWP Records	DeGraca, Andrew	Kehoe, Paula	Sandkulla, Nicole
	Bauer, Leo	Fong, Mike	Larramendy, Don	Sanguinetti, Dave
	Briggs, David	Gass, Matt	Levin, Ellen	Tsang, Michael
	Cameron, David	Hale, Barbara	McGurk, Bruce	
	Carlin, Michael	Hannaford, Margaret	Rickson, Norman	
	Chester, John	Jensen, Art	Samii, Camron	

Monthly Report

To: David Dickson, General Manager
From: Cathleen Brennan, Water Resources Analyst
Agenda: February 12, 2008
Subject: Water Resources Report

This report is provided as an update on water conservation, outreach, and program development activities to the Board of Directors. No action is required.

□ **Pilarcitos Integrated Watershed Management Plan - Draft - 12/31/2007**

Initial draft comments (attached) were submitted to Philip Williams and Associates LTD and the workgroup. There will be more time to comment on the draft plan and assessment before it is finalized this summer.

The second public workshop is scheduled for Sunday, February 24th between 2:00pm and 5:00pm at the Harbor House. The workshop will focus on the Draft Pilarcitos Integrated Watershed Management Plan and the goals and objectives listed in the plan.

There was concern that there wasn't adequate notification to all of the District's customers regarding the last public workshop in October of 2007. To remedy that, the District is mailing a notice to residential customers the week of February 11th, inviting them to attend the public workshop being held on February 24th.

□ **Summary of Meeting Participation.**

Employee Meeting 1/15/2008

Pilarcitos Integrated Watershed Management Plan - Workgroup Meeting - 1/14/2008

Pilarcitos Integrated Watershed Management Plan - Workgroup Meeting - 1/22/2008

Pilarcitos Integrated Watershed Management Plan - Workgroup Meeting - 1/24/2008

"Preliminary" Pilarcitos Integrated Watershed Management Plan (DRAFT) 12/31/2007

Prepared for the Pilarcitos Creek Restoration Workgroup

Coastside County Water District Comments – 1/22/2008

Coastside County Water District
 766 Main Street
 Half Moon Bay, CA 94019
 650-726-4405
 www.coastsidewater.org



Section	Page	Title	Comments
3	5	Goal 1	Objective 1C: My notes show that we removed the word "water" from the term "water conservation"? Or at least, that was a comment that I suggested on the draft dated 10/16/07. It was my understanding that the conservation being referred to was not related to water demand management or "water conservation". If it was the intent to include water conservation in the goals, it would be more appropriate under Goal 2?
4.1.2	9	Water Supply Infrastructure	The water deliveries from SFPUC to Coastside CWD are metered, so there is a record of the volume of water delivered to Coastside CWD from SFPUC. The water pumped back over the ridge to Lower Crystal Springs or San Andreas is not available to Coastside CWD. The last four sentences do not adequately describe water deliveries to Coastside CWD.
4.1.3	9	Grey Water Sources and Uses	The grey water discussion is confusing. We are not confident that the volume of grey water available for re-use would actually impact Pilarcitos Creek. Some of the discussion seems to be more of a description of recycled (reclaimed) water. We are not clear on how grey water will improve availability of water supplies in areas like Pilarcitos?
5	13-36	Proposed Projects	The proposed projects should be linked to a specific goal and objective listed in section 3.
5.1.1	16	Table 1	Recycled water was not listed on this matrix. Is it because this table was for example purposes?
5.2.4.1	20	Remedial Action on Mills Creek Fish Passage ...	I believe there is a typographical error in the project summary – second sentence.
5.2.9.1	23	Lower Pilarcitos Stream Flow Improvements	Not clear on how grey water will augment stream flows significantly. Is grey water being used interchangeably with recycled water? Grey water is regulated differently than recycled (reclaimed) water. They are not interchangeable.
5.3.3.	26	Grey Water Utilization Study	Again, not clear on how grey water will augment stream flows significantly. See comment above.
Workgroup Meeting Comments			During the workgroup meeting on 1/14/08, there was a discussion on recycled water, grey water and water conservation (demand management). There appeared to be consensus to add a written description on water conservation and possibly list grey water as a proposed project? And it was noted that recycled (reclaimed water) water will be added as a proposed project.

Appendices			Consider attaching the Scope of Work with the MOU or as a separate appendix.
Section	Page	Title	Comments
Appendix A		Assessment	
3.3.1	14	SFPUC	Typographical error first sentence in second paragraph Typographical (grammatical) error in third paragraph last sentence.
3.3.2	15	Coastside CWD	The average annual yield from the all of Coastside CWD's water supply sources is listed as 2800 ac-ft. I assume that this is a four year average? I used four fiscal years and was able to duplicate the 2800 ac-ft. When I tried to duplicate the 1800ac-ft for SFPUC sources, I calculated that it should be 2100 ac-ft? A four fiscal year average shows that Pilarcitos Watershed (Pilarcitos Lake and Pilarcitos Wells) makes up 40% of total supply to Coastside CWD, so it might would be cleaner to use the 40% figure and label it as an average instead of using "40 to 45%".? The estimated yield of Pilarcitos Reservoir for Coastside CWD (520MG) is a "theoretical" yield and should be labeled as such.
3.3.2	15	Coastside CWD	The word "minimum" in the third paragraph, fourth sentence should be "maximum". Coastside CWD's supply assurance is 800 MG-year.
3.3.2	15	Coastside CWD	The sentence in the fourth paragraph – "when the daily demand exceeds the available supply from Pilarcitos,....." is correct but there are other limiting factors besides supply, such as the raw water transmission line (1800gpm) and a check valve on the Pilarcitos raw water transmission line.
3.3.2	16	Coastside CWD	The last sentence that states the total amount of water that CCWD can obtain for the Pilarcitos watershed should be characterized as a "theoretical maximum yield" of 1950ac-ft?
3.3.2	15-16	Coastside CWD	Coastside CWD would be willing to work directly with PWA to complete a written description describing Coastside CWD's water supply resources.

Monthly Report

To: David Dickson, General Manager
From: Cathleen Brennan, Water Resources Analyst
Agenda: February 12, 2008
Subject: Water Shortage and Drought Contingency Plan

This report is provided as an update on the implementation of the Water Shortage and Drought Contingency Plan – Stage 1 (Advisory Stage). The Advisory Stage was implemented in June of 2007. No action is required by the Board of Directors.

▪ **Update on Drought Conditions (precipitation)**

- √ The snow survey conducted on January 31, 2008, by the Department of Water Resources, shows that the snow pack “to date” is above average. The snow survey is used to help determine the available water supply for the coming year. On average, across the Sierra Nevada Mountain Range, the snow water equivalent is at 111% of normal to date. Season to date is 65% of the April 1st average peak, so it is too early to declare that this water season is normal. For conditions specific to the Hetch Hetchy Water System, please refer to the SFPUC’s (San Francisco Public Utilities Commission) Hydrological Conditions Report.
- √ Coastside County Water District continues to prepare for the possibility of mandatory water rationing this year. As described in the Interim Water Shortage Allocation Plan, the SFPUC will inform its suburban wholesale customers, by the end of March, whether or not mandatory water rationing will be required.

▪ **Customer Outreach**

- √ A new phone line was added to our phone system to allow for the set-up of a “hotline” during mandatory rationing. The use of a hotline is listed as a tool for public outreach and education in the Water Shortage and Drought Contingency Plan.
- √ A customer survey is scheduled to be mailed out to residential customers requesting census and emergency contact information on February 7, 2008. The survey is also available on the District’s web site. On the back side of the survey is the Spanish translation.
- √ A notice was placed in the Half Moon Bay Review (January 30, 2008) to inform residential customers that they will be receiving a survey in the mail requesting census and emergency contact information.

MONTHLY REPORT

To: David Dickson, General Manager
From: Joe Guistino, Superintendent of Operations
Agenda: February 12, 2008

Report
Date: February 6, 2008

Source of Supply

Pilarcitos Reservoir and Pilarcitos Well 4A were the main source of supply in January. We switched from Crystal Springs source on 7 January. Denniston Plant and well system was down in January due to high raw water turbidity and maintenance.

Projects

Main Street Project

Some punch list items are still in need of completion.

Left to be complete are:

- new meter box at the Twice As Nice
- meter installation for median strips
- PRV vault on Main Street to be brought to grade

Denniston Storage Tank Modification/El Granada Tank 1 Modification Project

El Granada Tank 1 Modification Project:

The Contractor has installed 90% of the external piping for the El Granada Tank 1 Modification Project. The tank has been drained and prepped for tie in. The pipe attachment to the tank and all coating work is scheduled to be complete in February. We will be issuing change orders to correct deficiencies found by the State DPH (see below) and to bring the ladder into OSHA compliance.

Denniston Storage Tank Modification Project:

There has been no activity with this project in January. Work will commence in March once we are able to bring the EG Tank 1 back on-line.

Short Term Improvement Project and El Granada Phase III Pipeline

See Engineer's Report

Automatic Meter Reading Pilot

All but four 5/8" meters and four 2" meters are installed and functioning well. January automatic meter reads on route 92 were 100% successful. We have requested quotes for a change order to the contract to add another 36 meters for our largest

users. Specifically, our intentions are to install AMRs on all meters associated with Nurserymen's Exchange, Bay City Flowers, The Ritz Carleton, Canada Cove, Cabrillo Unified School District, The Harbor District and South Wavecrest LLC.

Denniston Reservoir

State Fish and Game missed their deadline to respond to our Streambed Alteration Permit. They did issue a response letter to our application, received on 17 January, which requested a series of mitigation measures for endangered species and bringing up fish flows and inspection procedures as they have in the past. We issued a written response on 28 January that basically stated that their concerns on fish flows should be addressed on a larger project for lake restoration and should not be brought up at this time since we are only applying for a 400 yard project. It also issued a concern as to the legality of their requests and the validity of their population assessments. Also addressed were specific answers to their concerns on red legged frog and San Francisco garter snake protection measures.

State Fish and Game Field Agent Dave Johnston notified NOAA as to our dredging intentions and on 15 January we were visited by Special Agent Norm of the enforcement arm of NOAA. At the meeting were Paul Ringold, Jim Steele (our consultant), myself and Norm Simons. The meeting was cordial and all went well once Mr. Simons saw that we had not started any dredging activities.

We have submitted proper applications for dredging to the State Water Quality Control Board (SWQCB) as well as County Planning. We will be retaining TRC Essex again to guide us through the CEQA process. We will be submitting a Negative Declaration Statement as to the impacts on the dredging. Although F&G missed their response deadline and cannot stop the project at this time, they may still comment on the applications sent to the County Planning and SWQCB.

We are still pursuing a larger project to dredge 2000 yards from the reservoir and will be taking a "Safe Harbor" approach. This method approaches the project as an effort to increase and improve the habitat of endangered species and is guided by the US Fish and Wildlife Service (USF&WS). On 29 January, Jim Steele, POST and I met with Rick Kuyper of USF&WS to discuss feasibility of the Safe Harbor approach. He was very positive about the idea but we have yet to receive a written report.

At this juncture, we are awaiting response from RWQCB and SM County Planning.

Well Rehabilitation Project

The Contractor will be resizing the motor in Denniston Well 5 in February. Denniston Well 9 electrical panel was replaced in January. We have retained Pump Repair to assess Pilarcitos Well #5 in February also.

Systems Improvement:

Beautification Efforts

Our electrical contractor has installed lighting on the top deck and replaced the rotting electrical boxes for the manual backwash stations at Nunes WTP.

Crews removed a dead tree at El Granada Tank 1, worked on an enclosure at Denniston WTP for the new Loader/Scraper, completed the enclosure for Denniston Well 9, cleaned in and around Crystal Springs PS and continue their efforts at painting fire hydrants.

PM Program

ECO:LOGIC is 90% complete with all inputs into the program and is scheduled to train staff in the generation, closing and inputting of work orders in February.

Facility Addresses

Staff is presently working with City and County Planning Departments to acquire permanent addresses for our treatment and pump/tank facilities. To date the Nunes WTP has been assigned as 500 Lewis Foster Drive. We will erect appropriate signage as needed.

New Truck

We received the first of the two vehicles slated for purchase this FY. The old vehicle will be prepped for auction.

Update on Other Activities:

Pilarcitos Canyon Storm Damage

The storm of 4 January damaged a stream culvert in Pilarcitos Canyon downstream of well 4. Water had undermined and tore loose the upstream section floor of the semicircular shaped culvert. This in turn resulted in undermining the south wall of the culvert causing a large pothole to form on the road. Upon meeting with Andreini Bros. Construction, we applied for an Emergency Streambed Alteration Permit and proceeded to repair the damage by application of rip-rap and contained concrete.

On 31 January, we discovered damage to the same culvert from the 25 January storm. This damage was on the other side of the culvert and happened in much the same way. Andreini Bros. rendered a repair on the first week of February in much the same way as before with the addition of a span retrofitted from the bed of a flatbed truck.

We will be submitting a Streambed Alteration Permit to State Fish & Game to render the permanent repairs. The temporary repairs are good enough to last us for a very long time.

Alves Tank Cleaning and Inspection

We hired LiquiVision to clean and inspect Alves Tank on 10 January. The inspection went well and I will be reviewing their assessment report in February. They will be performing this same service to Mirmar and El Granada Tanks 1 and 3 this summer.

Mutual Assistance

District Crews lent assistance to SAM during the extended power outage of the 4 January storm by filling their emergency generators. Their refueling vehicle was in the shop and they had no other way to keep things going. They reimbursed us for all fuel used.

Safety/Training/Inspections/Meetings

Safety Committee

There was no Safety Committee Meeting in January. We have retained Cintas to inventory and advise us on tank ladder safety and OSHA compliance as well as that for our confined spaces. They will also assist us in updating our Hazardous Materials Business Plans for our facilities. We will be working on these items over the oncoming months.

Training

Treatment Staff reviewed training techniques and presentation by Mike Munsen for the Cal/Nev Section AWWA Water College.

Meetings Attended

- 9 January -El Granada Tank 1 Modification Project kickoff meeting with Lewis & Tibbits, John Davis, Sean Donovan, Steve Twitchell, Jim Teter.
- 10/25January -Met with Mario Andreini to discuss options for culvert repair in Pilarcitos Canyon.
- 15 January -All employee meeting
- 23 January -Met with CH2MHill to discuss future projects that the District may be undertaking.
- 24 January -Met with Leroy of Canada Cove as to possible future project that they are working on concerning fire protection.
- 28 January -Denniston Reservoir and Short Term Improvement rescoping meeting with O&M Senior Staff and GM
-O&M Staff Meeting
- 29 January -Met with O&M Senior Staff to discuss State DPH annual report and to set up a schedule to address all of their concerns
-Met with Jim Steele, POST and NOAA on Denniston short term dredging project.
- 30 January -Met with Dave Lea and GM to discuss options and logistics to capture water from San Vicente Creek and other local wells.
- 31 January -CIP update meeting with GM.

Department of Public Health

We submitted the Pilarcitos/Crystal Springs Watershed Sanitary Survey to DPH that was due in 2005. It was never sent when we received the copy from SFPUC in 2005. DPH requires all water purveyors to update their Watershed Sanitary Surveys every 5 years from all sources. Our next submittal is due in 2010.

We received the official findings of the DPH annual inspection on 2 January. They sent us a very nice letter that emphasized our ability to overcome past deficiencies and willingness to run our facilities as efficiently as possible while complying with all aspects of the Safe Drinking Water Act. That being said, they called out a few items that they would like to see corrected. These include:

- annual inspections of our pressure filters at Denniston WTP
- continued pursuit to dredge around the Denniston WTP intakes
- send in the watershed sanitary survey due in 2005 for Pilarcitos and Crystal Springs Reservoirs.
- Source Water Assesment of Pilarcitos Wells
- El Granada Tank 1- repair hole in roof
- El Granada Tank 3 - clean all vegetation and debris from roof
- Half Moon Bay Tank 1 and 2 - remove/treat corrosion on hatch covers and upper length of internal ladders
- Half Moon Bay Tank 3 and Alves Tank - remove/treat corrosion on upper length of internal ladder

We have set a schedule to address all of these issues and will send out a reply letter by 15 February.

7 February 2008

Ms. Thuy Van Tsang
State of California
Department of Public Health
Drinking Water Field Operations Branch
850 Marina Bay Parkway, Building P, 2nd Floor
Richmond, CA 94804-6403

Reference: January 2008 Monthly Report

Dear Ms. Tsang:

Enclosed are the following reports for **January**.

Distribution System:

- 30 Total Coliform samples completed.

Nunes Water Treatment Plant:

- Nunes Monthly Summary of Monitoring for SWTR (page 1, 2 and 3)
- Monthly Iron for **January**
- CT Compliance spreadsheet for **January**
- Individual Filter Monitoring Report (1 page)

Denniston Water Treatment Plant:

- Denniston Monthly Summary of Monitoring for SWTR (page 1, 2 and 3)
- Monthly Iron, Manganese and Aluminum Report for **January**
- CT Compliance spreadsheet for **January**
- Individual Filter Monitoring Report (1 page)

If you have any questions with the reports submitted or would like additional information regarding this matter, please do not hesitate to contact me.

Sincerely,

Joe Guistino
Superintendent of Operations
Coastside County Water District
650 726 4405
jguistino@coastsidewater.org

25 January 2008

Eric Lacy, P.E.
State of California Department of Health Services
Santa Clara District
Drinking Water Field Operations Branch
850 Marina Bay Parkway, Building P, 2nd Floor
Richmond, CA 94804-6403

Reference: Pilarcitos and Crystal Springs Watershed Sanitary Survey

Dear Mr. Lacy:

Enclosed find the 2005 Watershed Sanitary Survey for Pilarcitos and Crystal Springs Reservoirs as culled from the larger SFPUC Watershed Sanitary Survey Update for the Alameda and Peninsula Watersheds and the Sunol Filter Galleries prepared by CDM through Merritt Smith Consulting.

In your findings letter of 2 January 2008 for our annual review from October and November 2007, you noted that we were remiss in that we had never sent the Pilarcitos and Crystal Springs Watershed Sanitary Survey in to your office. I assure you that this was due to a misunderstanding of our requirement to do so since these sources were covered by SFPUC. We humbly apologize for this omission and will assure you that it will not happen again.

Please call me if you have any questions.

Sincerely,

Joe Guistino
Superintendent of Operations
Coastside County Water District
(650) 726-4405

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Jim Teter, District Engineer

Agenda: February 12, 2008

Report Date: February 6, 2008

Subject: Engineering Projects Received for Review During January 2008

Recommendation:

None. The agenda item is informational.

Background:

The Board of Directors has requested a monthly report from the District Engineer on proposed new developments which have been forwarded to him for engineering review.

Projects Received:

There were no projects received for review.

Fiscal Impact:

None. All costs of engineering review are paid by the project applicant.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Jim Teter, District Engineer

Agenda: February 12, 2008

Report Date: February 6, 2008

Subject: District Engineer Work Status Report

Recommendation:

None. The agenda item is informational.

Background:

The Board of Directors has requested a monthly status report from the District Engineer on his activities.

Work Performed Since Last Board Meeting:

- Continued work on preparation of the Contract Documents for the Water Treatment Plant Short -Term Improvements Project.
- Phase 3 El Granada Transmission Pipeline Replacement Project: reviewed submittals from contractor; responded to questions from General Manager; reviewed expiration dates of all project permits and applied for and received an extension of time for the Caltrans Encroachment Permit.
- Completed drawings for the SAM Pipeline Extension project.
- Provided the District staff with advice on an as-requested basis.

Status of Current Work Assignments:

- A. Phase 3 El Granada Transmission Pipeline Replacement Project. Teter is working with Carollo Engineers on the construction management services and assisting the CCWD General Manager with non-construction project issues.
- B. Short-Term Improvements at Nunes & Denniston WTPs. The overall project currently consists of the following 3 construction projects:
 1. Denniston Storage Tank Modifications Project. A construction contract has been awarded to Stoloski & Gonzalez, Inc. in the amount of \$534,500. Construction of the pipeline between the treatment plant and the storage tank has been completed. The remainder of the work, which requires the Denniston tank to be taken out of service, cannot begin until the El Granada Tank No. 1 Modifications project has been completed.

2. El Granada Storage Tank No. 1 Site Piping Modifications. A construction contract has been awarded to Lewis & Tibbitts Inc. in the amount of \$196,875. The contractor has begun field construction work.
3. Short-Term Improvements at Nunes & Denniston WTPs:
 - a. Denniston WTP Improvements. Design work is continuing on the modifications which consist of (1) replacement of the existing gas chlorination facilities with on-site hypochlorite generation facilities, (2) replacement of all of the chemical feed pumps with new feed pumps and all but one of the chemical storage tanks with new tanks, (3) construction of chemical containment facilities, (4) and other miscellaneous improvements. The Contract Drawings have been completed and forwarded to the District for review. Work has begun on the technical specifications and other contract documents.
 - b. Nunes WTP Improvements. Design work is continuing on the modifications which consist of (1) replacement of the existing gas chlorination facilities with on-site hypochlorite generation facilities, (2) replacement of all of the chemical feed pumps with new pumps and all of the chemical storage tanks with new tanks, (3) construction of concrete walls for chemical containment, and (4) other miscellaneous improvements. The District Engineer has complete all of his Contract Drawings, and J.M. Turner Engineering, Inc. is proceeding with completion of the structural Contract Drawings. It is anticipated that the Drawings will be completed and submitted to the District for review by the end of February, 2008. Teter has begun preparation of the technical specifications and other contract documents.
- C. Cahill Ridge Tank Exterior Coating Project. The tank inspection is scheduled for February 6th, and Teter will prepare the Contract Documents following the inspection when the complete scope of the required work is known.
- D. Highway No. 1 South (of Miramontes Point Rd.) Pipeline Replacement Project. Teter will prepare preliminary project drawings as required for the Coastal Development Permit application to San Mateo County. This work will begin following completion of his work on the Short-Term WTP Improvement Project.

Fiscal Impact:

The FY 07/08 Capital Improvement Program budget contains funding for all of the projects.