

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**SPECIAL MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, May 8, 2012 - 6:15 p.m.**

**AGENDA**

**1) ROLL CALL**

**2) PUBLIC COMMENT**

Members of the public may address the Board of Directors on the items on the agenda for this special meeting. The Chair requests that each person addressing the Board complete and submit a speaker slip, and limit their comments to three (3) minutes.

**3) CLOSED SESSION**

- A. Conference with Legal Counsel - Anticipated Litigation**  
Initiation of Litigation Pursuant to California Government  
Code Section §54956.9(c)  
One Potential Case

**4) RECONVENE TO OPEN SESSION -**

Report on Action Taken in Closed Session

**5) ADJOURNMENT**

**Accessible Public Meetings** - Upon request, the Coastside County Water District will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, telephone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service at least two (2) days before the meeting. Requests should be sent to: Coastside County Water District, Attn: Alternative Agenda Request, 766 Main Street, Half Moon Bay, CA 94019.

**COASTSIDE COUNTY WATER DISTRICT**  
**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, May 8, 2012 – 7:00 p.m.**

**AGENDA**

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

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

*This agenda and accompanying materials can be viewed on Coastside County Water District's website located at: [www.coastsidewater.org](http://www.coastsidewater.org).*

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

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

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

#### 4) CONSENT CALENDAR

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

- A. Approval of disbursements for the month ending April 30, 2012: Claims: \$786,948.39; Payroll: \$ 73,343.90; for a total of \$860,292.29 ([attachment](#))
- B. Acceptance of Financial Reports ([attachment](#))
- C. Monthly Water Transfer Report ([attachment](#))
- D. Approval of Minutes of April 10, 2012 Board of Directors Meeting ([attachment](#))
- E. Approval of Minutes of April 30, 2012 Special Board of Directors Meeting ([attachment](#))
- F. Installed Water Connection Capacity and Water Meters Report and Non-Priority Lottery Recipients Status Update Report ([attachment](#))
- G. Total CCWD Production Report ([attachment](#))
- H. CCWD Monthly Sales by Category Report ([attachment](#))
- I. April 2012 Leak Report ([attachment](#))
- J. Rainfall Reports ([attachment](#))

#### 5) MEETINGS ATTENDED / DIRECTOR COMMENTS

#### 6) GENERAL BUSINESS

- A. Budget and Financing Plan Workshop – Proposed Fiscal Year 2012-2013 Budget, Fiscal Year 2012/2013 to 2021/2022 Capital Improvement Program, and Fiscal Year 2012/2013 to 2021/2022 Financing Plan ([attachment](#))
- B. Amendment to Water Service Agreement for Ailanto Properties' Pacific Ridge Subdivision ([attachment](#))
- C. Approval of Contract with JMB Construction for Repair of El Granada Pipeline ([attachment](#))
- D. Resolution 2012-03 Amending Policy for Sale and Purchase of Non-Priority Water Service Connections and Rules and Regulations for Sale and Purchase of Non-Priority Water Service Connections ([attachment](#))

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

- SFPUC Rate Increase

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

B. Water Resources Report ([attachment](#))

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

**9) ADJOURNMENT**

# Accounts Payable

## Checks by Date - Summary By Check Number

User: gbrazil  
Printed: 4/30/2012 - 2:00 PM



Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
17337	ADR01	DANIELLE ADRAGNA	04/12/2012	0.00	75.00
17338	ALL04	ALLIED WASTE SERVICES #9:	04/12/2012	0.00	323.91
17339	ATT02	AT&T	04/12/2012	0.00	1,427.13
17340	ATT01	AT&T MOBILTY	04/12/2012	0.00	51.99
17341	COA07	COAST OIL COMPANY, LLC	04/12/2012	0.00	2,426.80
17342	COA15	COASTSIDE NET, INC	04/12/2012	0.00	59.95
17343	CUL01	CULLIGAN WATER COM OF N	04/12/2012	0.00	309.00
17344	HAR03	HARTFORD LIFE INSURANCE	04/12/2012	0.00	1,793.07
17345	ASS01	HEALTH BENEFITS AUTHORI	04/12/2012	0.00	20,870.10
17346	KAI01	KAISER FOUNDATION HEAL	04/12/2012	0.00	10,165.00
17347	OCE04	OCEAN SHORE CO.	04/12/2012	0.00	1,370.94
17348	PAC01	PACIFIC GAS & ELECTRIC CO	04/12/2012	0.00	23,075.06
17349	PUB01	PUB. EMP. RETIRE SYSTEM	04/12/2012	0.00	18,543.33
17350	COU05	RECORDER'S OFFICE	04/12/2012	0.00	50.00
17351	SAN20	SAN FRANCISCO FIRE CREDI	04/12/2012	0.00	450.00
17352	VAL01	VALIC	04/12/2012	0.00	1,550.00
17353	ICM01	VANTAGEPOINT TRANSFER /	04/12/2012	0.00	40.00
17354	HAL07	HALF MOON BAY POSTMAST	04/18/2012	0.00	3,000.00
17355	COU05	RECORDER'S OFFICE	04/24/2012	0.00	21.00
17356	ADP01	ADP, INC.	04/27/2012	0.00	533.60
17357	ADV02	FRANK YAMELLO	04/27/2012	0.00	231.00
17358	ALP02	ALPINE AWARDS ACCOUNTI	04/27/2012	0.00	32.91
17359	AME09	AMERICAN WATER WORKS A	04/27/2012	0.00	1,785.00
17360	ANA01	ANALYTICAL ENVIRONMEN	04/27/2012	0.00	15,337.92
17361	AND01	ANDREINI BROS. INC.	04/27/2012	0.00	5,625.57
17362	AND10	ANDERSON PACIFIC ENGINE	04/27/2012	0.00	234,179.60
17363	ARC01	ARCHER DESIGN, INC.	04/27/2012	0.00	3,322.51
17364	ASS05	ACWA HEALTH BENEFITS AL	04/27/2012	0.00	60.18
17365	ASS08	ASSOC. CALIF. WATER AGEN	04/27/2012	0.00	10,418.00
17366	ATT03	AT&T LONG DISTANCE	04/27/2012	0.00	132.23
17367	AZT01	AZTEC GARDENS, INC.	04/27/2012	0.00	190.00
17368	BAL04	BALANCE HYDROLOGICS, IN	04/27/2012	0.00	4,451.35
17369	BAR04	KATHLEEN BAROFF	04/27/2012	0.00	261.57
17370	BAY01	BAY AREA AIR QUALITY MG	04/27/2012	0.00	449.00
17371	BAY05	BAY AREA WATER SUPPLY &	04/27/2012	0.00	5,572.25
17372	BFI02	BFI OF CALIFORNIA, INC.	04/27/2012	0.00	67.55
17373	BIG01	BIG CREEK LUMBER	04/27/2012	0.00	36.72
17374	BIG02	BIG ED'S CRANE SERVICE, IN	04/27/2012	0.00	858.00
17375	BOR01	BORGES & MAHONEY, INC.	04/27/2012	0.00	3,985.02
17376	CAL07	CHEMICAL TRANSFER COMP	04/27/2012	0.00	608.26
17377	CAL08	CALCON SYSTEMS, INC.	04/27/2012	0.00	14,680.70
17378	CAL09	CALIFORNIA URBAN WATER	04/27/2012	0.00	2,599.01
17379	CAL11	CALIFORNIA C.A.D. SOLUTIO	04/27/2012	0.00	5,375.00
17380	CAL20	CALIFORNIA UTILITIES	04/27/2012	0.00	500.00
17381	CAR02	CAROLYN STANFIELD	04/27/2012	0.00	485.00

Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
17382	COA19	COASTSIDE COUNTY WATER	04/27/2012	0.00	176.96
17383	COR04	CORRPRO COMPANIES, INC.	04/27/2012	0.00	1,260.00
17384	CSG01	CSG SYSTEMS, INC	04/27/2012	0.00	4,802.96
17385	CSI01	CSI SERVICES, INC.	04/27/2012	0.00	9,826.00
17386	CUL02	CULVER COMPANY	04/27/2012	0.00	546.58
17387	DON03	JAMES DONDONO	04/27/2012	0.00	62.44
17388	DUF01	LOGAN DUFFY	04/27/2012	0.00	60.00
17389	EKI01	EKI INC.	04/27/2012	0.00	35,345.03
17390	ELE01	ELECSYS INTERNATIONAL C	04/27/2012	0.00	2,530.80
17391	FIR06	FIRST NATIONAL BANK	04/27/2012	0.00	4,134.51
17392	FOR01	FORD CONSTRUCTION	04/27/2012	0.00	710.20
17393	GEI02	ANKE GEIKEN	04/27/2012	0.00	200.00
17394	GEM01	GEMPLER'S, INC.	04/27/2012	0.00	1,050.81
17395	GRA03	GRAINGER, INC.	04/27/2012	0.00	328.09
17396	GRA07	THE GRAPHIC WORKS	04/27/2012	0.00	112.58
17397	HAL01	HMB BLDG. & GARDEN INC.	04/27/2012	0.00	432.39
17398	HAL04	HALF MOON BAY REVIEW	04/27/2012	0.00	675.00
17399	HAL24	H.M.B.AUTO PARTS	04/27/2012	0.00	117.88
17400	HAN01	HANSONBRIDGETT. LLP	04/27/2012	0.00	8,420.70
17401	HAR03	HARTFORD LIFE INSURANCE	04/27/2012	0.00	1,793.07
17402	HOM01	HOME DEPOT	04/27/2012	0.00	1,034.84
17403	ICM01	VANTAGEPOINT TRANSFER /	04/27/2012	0.00	40.00
17404	IRO01	IRON MOUNTAIN	04/27/2012	0.00	395.45
17405	IRV01	IRVINE CONSULTING SERVIC	04/27/2012	0.00	2,195.00
17406	IRV02	IRVINE CONSULTING SERVIC	04/27/2012	0.00	850.71
17407	ITE01	STEVE ITELSON	04/27/2012	0.00	3,500.00
17408	KAE01	KAESER COMPRESSORS, INC.	04/27/2012	0.00	5,238.22
17409	KEN03	KENNEDY/JENKS CONSULTA	04/27/2012	0.00	41,116.25
17410	LOM01	GLENNA LOMBARDI	04/27/2012	0.00	99.00
17411	MCG03	JOANNE MCGOWAN	04/27/2012	0.00	100.00
17412	MET06	METLIFE SBC	04/27/2012	0.00	1,392.95
17413	MIS01	MISSION UNIFORM SERVICES	04/27/2012	0.00	96.37
17414	NAL 03	NALCO COMPANY	04/27/2012	0.00	3,022.32
17415	NEI01	NEIGHBORHOOD RADIO	04/27/2012	0.00	25.00
17416	NOR05	NORTH COAST DIVERS, INC	04/27/2012	0.00	8,820.00
17417	OFF01	OFFICE DEPOT	04/27/2012	0.00	525.08
17418	ONL01	ONLINE RESOURCES	04/27/2012	0.00	150.00
17419	ONT01	ONTRAC	04/27/2012	0.00	171.98
17420	PAC06	PACIFIC COAST TELEVISION	04/27/2012	0.00	250.00
17421	PAG02	DONALD PAGE	04/27/2012	0.00	100.00
17422	PAP04	PAPERDIRECT	04/27/2012	0.00	80.96
17423	PAS01	PASO ROBLES TANK, INC	04/27/2012	0.00	95,831.64
17424	PAU01	PAULO'S AUTO CARE	04/27/2012	0.00	631.61
17425	PIT03	PITNEY BOWES INC.	04/27/2012	0.00	198.00
17426	POL01	POLLARDWATER.COM	04/27/2012	0.00	960.98
17427	PRE01	PRECISION POWDER COATIN	04/27/2012	0.00	100.00
17428	PRY01	PARK UNIVERSITY ENTERPR	04/27/2012	0.00	179.00
17429	PUB01	PUB. EMP. RETIRE SYSTEM	04/27/2012	0.00	18,577.15
17430	RIC01	RICOH AMERICAS CORPORA'	04/27/2012	0.00	746.27
17431	RIC02	RICOH AMERICAS CORP	04/27/2012	0.00	802.05
17432	ROB01	ROBERTS & BRUNE CO.	04/27/2012	0.00	7,994.32
17433	ROG01	ROGUE WEB WORKS, LLC	04/27/2012	0.00	255.00
17434	SAN03	SAN FRANCISCO WATER DEP	04/27/2012	0.00	91,830.80
17435	SAN05	SAN MATEO CTY PUBLIC HE/	04/27/2012	0.00	570.00
17436	SAN20	SAN FRANCISCO FIRE CREDI	04/27/2012	0.00	450.00

Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
17437	SCH01	SCHWAAB STAMPS INC.	04/27/2012	0.00	302.01
17438	SER03	SERVICE PRESS	04/27/2012	0.00	1,534.71
17439	SEW01	SEWER AUTH. MID- COASTSI	04/27/2012	0.00	1,140.00
17440	SPR04	SPRINGBROOK SOFTWARE, II	04/27/2012	0.00	76.83
17441	STR02	STRAWFLOWER ELECTRONIC	04/27/2012	0.00	35.56
17442	SWA01	MARY SWANBERG	04/27/2012	0.00	211.06
17443	TAP01	TAP PLASTICS, INC	04/27/2012	0.00	1,048.44
17444	TEA02	TEAMSTERS LOCAL UNION #	04/27/2012	0.00	786.00
17445	TET01	JAMES TETER	04/27/2012	0.00	15,446.35
17446	TUR04	SUSAN TURGEON	04/27/2012	0.00	139.23
17447	TWI01	STEVE TWITCHELL	04/27/2012	0.00	270.00
17448	UB*01003	JAMES R./PATRICIA BAIO	04/27/2012	0.00	164.89
17449	UB*01004	E.TAKADA/K.WASBAUER	04/27/2012	0.00	88.93
17450	UB*01005	ANTONIA ESTRELLA	04/27/2012	0.00	103.00
17451	UB*01006	MEGAN BOYAJIAN	04/27/2012	0.00	61.37
17452	UB*01007	COLLEEN MOORE	04/27/2012	0.00	35.35
17453	UB*01008	VALERIE VIGIL	04/27/2012	0.00	46.83
17454	UB*01009	JENNIFER OTT/ALEXANDER C	04/27/2012	0.00	43.86
17455	UB*01010	JEANNE MARIE KELLY	04/27/2012	0.00	63.84
17456	UB*01011	DANIELLE MARTINEZ	04/27/2012	0.00	46.83
17457	UB*01012	SANDY BARNES	04/27/2012	0.00	51.65
17458	UB*01013	ANDREW/JENNIFER PISCOPO	04/27/2012	0.00	29.22
17459	UB*01014	SHAWN BAXTER	04/27/2012	0.00	73.98
17460	UB*01015	ROBERT DAYE	04/27/2012	0.00	88.02
17461	UB*01016	KATRIN HAMMERLING	04/27/2012	0.00	47.75
17462	UB*01017	PROXIMITY REAL ESTATE	04/27/2012	0.00	63.73
17463	UB*01018	TOM ROSENBAUM	04/27/2012	0.00	25.40
17464	UNI15	UNIVAR USA INC	04/27/2012	0.00	2,571.07
17465	VAL01	VALIC	04/27/2012	0.00	1,550.00
17466	VER01	VERMEER PACIFIC	04/27/2012	0.00	1,662.76
17467	VER02	VERIZON WIRELESS	04/27/2012	0.00	647.54
17468	WHE01	VIRGINIA WHELEN	04/27/2012	0.00	195.00
Report Total:				0.00	786,948.39

**COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS**  
**30-Apr-12**

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
<b>OPERATING REVENUE</b>									
1-0-4120-00	Water Revenue -All Areas	525,212.29	438,424.00	86,788.29	19.8%	5,323,797.28	5,399,343.00	(75,545.72)	-1.4%
<b>TOTAL OPERATING REVENUE</b>		<b>525,212.29</b>	<b>438,424.00</b>	<b>86,788.29</b>	<b>19.8%</b>	<b>5,323,797.28</b>	<b>5,399,343.00</b>	<b>(75,545.72)</b>	<b>-1.4%</b>
<b>NON-OPERATING REVENUE</b>									
1-0-4170-00	Water Taken From Hydrants	2,079.66	2,084.00	(4.34)	-0.2%	21,962.90	20,840.00	1,122.90	5.4%
1-0-4180-00	Late Notice -10% Penalty	3,305.02	4,167.00	(861.98)	-20.7%	48,529.02	41,670.00	6,859.02	16.5%
1-0-4230-00	Service Connections	5,285.70	667.00	4,618.70	692.5%	10,984.15	6,670.00	4,314.15	64.7%
1-0-4920-00	Interest Earned	930.76	1,855.75	(924.99)	0.0%	4,972.09	7,423.00	(2,450.91)	-33.0%
1-0-4930-00	Tax Apportionments/Cnty Checks	218,859.47	230,000.00	(11,140.53)	-4.8%	605,445.02	568,000.00	37,445.02	6.6%
1-0-4950-00	Miscellaneous Income	249.54	3,083.00	(2,833.46)	-91.9%	67,062.33	30,830.00	36,232.33	117.5%
1-0-4955-00	Cell Site Lease Income	9,880.88	9,491.00	389.88	4.1%	98,124.59	94,910.00	3,214.59	3.4%
1-0-4965-00	ERAF REFUND -County Taxes	0.00	0.00	0.00	0.0%	261,256.00	100,000.00	161,256.00	161.3%
<b>TOTAL NON-OPERATING REVENUE</b>		<b>240,591.03</b>	<b>251,347.75</b>	<b>(10,756.72)</b>	<b>-4.3%</b>	<b>1,118,336.10</b>	<b>870,343.00</b>	<b>247,993.10</b>	<b>28.5%</b>
<b>TOTAL REVENUES</b>		<b>765,803.32</b>	<b>689,771.75</b>	<b>76,031.57</b>	<b>11.0%</b>	<b>6,442,133.38</b>	<b>6,269,686.00</b>	<b>172,447.38</b>	<b>2.8%</b>
<b>OPERATING EXPENSES</b>									
1-1-5130-00	Water Purchased	91,830.80	174,782.00	82,951.20	47.5%	1,437,187.02	1,632,587.00	195,399.98	12.0%
1-1-5230-00	Pump Exp, Nunes T P	1,885.35	3,914.00	2,028.65	51.8%	19,395.87	20,847.00	1,451.13	7.0%
1-1-5231-00	Pump Exp, CSP Pump Station	16,011.89	7,657.00	(8,354.89)	-109.1%	100,514.17	117,032.00	16,517.83	14.1%
1-1-5232-00	Pump Exp, Trans. & Dist.	1,050.34	991.00	(59.34)	-6.0%	9,020.28	11,525.00	2,504.72	21.7%
1-1-5233-00	Pump Exp, Pilarcitos Can.	2,791.08	96.00	(2,695.08)	-2807.4%	13,473.17	15,970.00	2,496.83	15.6%
1-1-5234-00	Pump Exp. Denniston Proj.	598.58	495.00	(103.58)	-20.9%	4,577.52	4,950.00	372.48	7.5%
1-1-5235-00	Denniston T.P. Operations	1,606.61	250.00	(1,356.61)	-542.6%	3,907.87	2,500.00	(1,407.87)	-56.3%
1-1-5236-00	Denniston T.P. Maintenance	149.30	417.00	267.70	64.2%	562.12	4,170.00	3,607.88	86.5%
1-1-5240-00	Nunes T P Operations	6,327.53	6,389.00	61.47	1.0%	88,137.18	57,926.00	(30,211.18)	-52.2%
1-1-5241-00	Nunes T P Maintenance	10,794.48	3,167.00	(7,627.48)	-240.8%	47,580.21	31,670.00	(15,910.21)	-50.2%
1-1-5242-00	CSP Pump Station Operations	579.10	708.00	128.90	18.2%	6,913.39	7,080.00	166.61	2.4%
1-1-5243-00	CSP Pump Station Maintenance	1,827.57	4,167.00	2,339.43	56.1%	15,384.91	41,670.00	26,285.09	63.1%
1-1-5250-00	Laboratory Services	741.98	2,917.00	2,175.02	74.6%	29,513.05	29,170.00	(343.05)	-1.2%
1-1-5318-00	Studies/Surveys/Consulting	3,500.00	3,750.00	250.00	6.7%	17,497.50	37,500.00	20,002.50	53.3%
1-1-5321-00	Water Conservation	5,344.81	5,196.00	(148.81)	-2.9%	36,927.70	51,960.00	15,032.30	28.9%
1-1-5322-00	Community Outreach	5,132.22	2,184.00	(2,948.22)	-135.0%	11,886.82	21,840.00	9,953.18	45.6%
1-1-5411-00	Salaries & Wages -Field	73,104.02	73,717.38	613.36	0.8%	745,955.60	810,891.18	64,935.58	8.0%
1-1-5412-00	Maintenance -General	19,395.05	16,042.00	(3,353.05)	-20.9%	132,137.67	160,420.00	28,282.33	17.6%
1-1-5414-00	Motor Vehicle Expense	5,496.13	3,708.00	(1,788.13)	-48.2%	57,006.70	37,080.00	(19,926.70)	-53.7%

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5415-00	Maintenance -Well Fields	0.00	500.00	500.00	100.0%	0.00	5,000.00	5,000.00	100.0%
1-1-5610-00	Salaries/Wages-Administration	46,986.03	49,608.00	2,621.97	5.3%	491,517.24	545,688.00	54,170.76	9.9%
1-1-5620-00	Office Supplies & Expense	12,375.09	9,948.00	(2,427.09)	-24.4%	101,114.79	99,480.00	(1,634.79)	-1.6%
1-1-5621-00	Computer Services	8,008.98	7,070.83	(938.15)	-13.3%	42,250.42	59,508.30	17,257.88	29.0%
1-1-5625-00	Meetings / Training / Seminars	3,369.35	1,500.00	(1,869.35)	-124.6%	19,629.99	15,000.00	(4,629.99)	-30.9%
1-1-5630-00	Insurance	16,073.58	12,500.00	(3,573.58)	-28.6%	86,109.99	125,000.00	38,890.01	31.1%
1-1-5635-00	EE/Ret. Medical Insurance	30,237.70	36,551.00	6,313.30	17.3%	305,822.56	365,510.00	59,687.44	16.3%
1-1-5640-00	Employees Retirement Plan	34,954.44	35,586.70	632.26	1.8%	364,064.72	391,453.60	27,388.88	7.0%
1-1-5645-00	SIP 401K Plan	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5681-00	Legal	3,521.80	5,000.00	1,478.20	29.6%	26,741.70	50,000.00	23,258.30	46.5%
1-1-5682-00	Engineering	733.50	1,167.00	433.50	37.1%	7,081.14	11,670.00	4,588.86	39.3%
1-1-5683-00	Financial Services	0.00	0.00	0.00	0.0%	16,690.00	27,000.00	10,310.00	38.2%
1-1-5684-00	Payroll Tax Expense	9,200.28	8,819.84	(380.44)	-4.3%	87,190.32	97,018.24	9,827.92	10.1%
1-1-5687-00	Membership, Dues, Subscript.	8,032.25	9,529.16	1,496.91	15.7%	45,876.50	55,391.60	9,515.10	17.2%
1-1-5688-00	Election Expenses	0.00	0.00	0.00	0.0%	0.00	25,000.00	25,000.00	100.0%
1-1-5689-00	Labor Relations	0.00	500.00	500.00	100.0%	0.00	5,000.00	5,000.00	100.0%
1-1-5700-00	San Mateo County Fees	0.00	0.00	0.00	0.0%	13,447.28	16,200.00	2,752.72	17.0%
1-1-5705-00	State Fees	449.00	2,600.00	2,151.00	82.7%	18,147.23	19,400.00	1,252.77	6.5%
<b>TOTAL OPERATING EXPENSES</b>		<b>422,108.84</b>	<b>491,427.91</b>	<b>69,319.07</b>	<b>14.1%</b>	<b>4,403,262.63</b>	<b>5,010,107.92</b>	<b>606,845.29</b>	<b>12.1%</b>
<b>CAPITAL ACCOUNTS</b>									
1-1-5711-00	Debt Srvc/Existing Bonds 1998A	0.00	0.00	0.00	0.0%	267,991.22	267,993.00	1.78	0.0%
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	0.00	0.00	0.00	0.0%	486,568.78	483,281.00	(3,287.78)	-0.7%
1-1-5715-00	Debt Srvc/CIEDB 11-099 (I-BANK)	0.00	0.00	0.00	0.0%	115,552.79	0.00	(115,552.79)	0.0%
<b>TOTAL CAPITAL ACCOUNTS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>870,112.79</b>	<b>751,274.00</b>	<b>(118,838.79)</b>	<b>-15.8%</b>
<b>TOTAL EXPENSES</b>		<b>422,108.84</b>	<b>491,427.91</b>	<b>69,319.07</b>	<b>14.1%</b>	<b>5,273,375.42</b>	<b>5,761,381.92</b>	<b>488,006.50</b>	<b>8.5%</b>
<b>NET INCOME</b>		<b>343,694.48</b>	<b>198,343.84</b>	<b>(145,350.64)</b>	<b>-73.3%</b>	<b>1,168,757.96</b>	<b>508,304.08</b>	<b>(660,453.88)</b>	<b>-129.9%</b>

**COASTSIDE COUNTY WATER DISTRICT  
MONTHLY INVESTMENT REPORT  
April 30, 2012**

**RESERVE BALANCES**

CAPITAL AND OPERATING RESERVE	\$2,350,844.20
RATE STABILIZATION RESERVE	\$250,000.00
<b>TOTAL DISTRICT RESERVES</b>	<b>\$2,600,844.20</b>

**ACCOUNT DETAIL**

ACCOUNTS WITH FIRST NATIONAL BANK (FNB)	
CHECKING ACCOUNT	\$1,021,234.50
CSP T & S ACCOUNT	\$565,274.65
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$1,012,405.05
DISTRICT CASH ON HAND	\$1,930.00
<b>TOTAL ACCOUNT BALANCES</b>	<b>\$2,600,844.20</b>

*This report is in conformity with CCWD's Investment Policy.*

COASTSIDE COUNTY WATER DISTRICT  
 APPROVED CAPITAL IMPROVEMENT PROJECTS  
 FISCAL YEAR 2011-2012

4/30/2012

		Approved CIP Budget FY 11/12	Actual To Date FY 11/12	Projected Year-End FY 11/12	Projected vs. Budget Variance	Project Status/ Comments
<b>PIPELINE PROJECTS</b>						
06-05	Avenue Cabrillo I (Permitting / Design)	\$ 100,000	105,760	\$ 110,000	\$ (10,000)	Design completed. Working on permitting.

**WATER TREATMENT PLANTS**

99-05	Denniston Intake Maintenance	\$ 30,000	\$ 20,325	\$ 20,000	\$ 10,000	Complete
10-04	Nunes Floc Drive Repair	\$ 50,000	\$ 45,647	\$ 50,000	\$ -	Drives on site, awaiting installation.
08-05	Nunes Plant Painting	\$ 12,500			\$ 12,500	On Hold
	Nunes Hydropneumatic Systems Improvement	\$ 40,000	\$ 3,600	\$ 40,000	\$ -	Planning
	Nunes DR5000 Analyzer	\$ 8,000	\$ 3,795	\$ 4,000	\$ 4,000	Complete

**FACILITIES & MAINTENANCE**

08-08	PRV Valves Replacement Program	\$ 20,000	\$ 30,395	\$ 30,395	\$ (10,395)	Work on El Granada Blvd. PRV completed.
99-01	Meter Change Program	\$ 30,000	\$ 5,148	\$ 30,000	\$ -	Ongoing
09-09	Fire Hydrant Replacement	\$ 20,000		\$ 20,000	\$ -	Ongoing
09-23	District Digital Mapping	\$ 75,000	\$ 14,939	\$ 40,000	\$ 35,000	

**EQUIPMENT PURCHASE & REPLACEMENT**

99-03	Computer System	\$ 12,000	\$ 2,334	\$ 12,000	\$ -	
99-04	Office Equipment/Furniture	\$ 3,000	\$ 1,546	\$ 3,000	\$ -	
06-03	SCADA / Telemetry / Electrical Controls	\$ 750,000	\$ 3,349		\$ 750,000	Design complete, ready to bid. Move to FY13.
	Billing System Upgrade	\$ 70,000	\$ 26,156	\$ 40,000	\$ 30,000	Software upgrade online in October 2011

**PUMP STATIONS / TANKS / WELLS**

	Crystal Springs Check Valve Replacement	\$ 25,000	\$ 13,776	\$ 14,000	\$ 11,000	Complete for FY12
08-14	Alves Tank Recoating (Interior & Exterior)	\$ 100,000		\$ -	\$ 100,000	Move to FY13
08-17	El Granada Tank #2 Recoat and Ladder	\$ 200,000	\$ 14,775		\$ 200,000	Move to FY13.
	El Granada Tank #1 MCC Repairs & Spare Pump	\$ 40,000	\$ 30,784	\$ 31,000	\$ 9,000	Complete
	El Granada Tank #2 Fence Replacement	\$ 25,000			\$ 25,000	Move to FY13.
	El Granada Tank #3 Fence Replacement	\$ 25,000	\$ 17,589	\$ 18,000	\$ 7,000	Complete
	Miramar Tank Fence Replacement	\$ 25,000		\$ 25,000	\$ -	Planning
	Half Moon Bay Tank #1 Interior/Exterior Recoating	\$ 300,000	\$ 243,609	\$ 300,000	\$ -	In Progress
09-18	Pump Station Chlorine Analyzer Replacements (4)	\$ 10,000		\$ 10,000	\$ -	
09-19	Pilarcitos Canyon Blending Station	\$ 100,000	\$ 34,450	\$ 55,000	\$ 70,000	To be completed FY13.

**DENNISTON WTP (LONG-TERM) IMPROVEMENT**

08-23	Denniston WTP Improvement Project	\$ 4,000,000	\$ 1,775,650	\$ 4,000,000	\$ -	In Progress
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**WATER SUPPLY DEVELOPMENT**

	Denniston Water Supply Development	\$ 300,000	\$ 48,416	\$ 300,000		In Progress
	Denniston /San Vicente EIR		\$ 200,021		\$ -	In progress. NOP/IS published in October.
	San Vicente Design	\$ 300,000			\$ 300,000	Move to FY13.

COASTSIDE COUNTY WATER DISTRICT  
 APPROVED CAPITAL IMPROVEMENT PROJECTS  
 FISCAL YEAR 2011-2012

4/30/2012

	Approved CIP Budget FY 11/12	Actual To Date FY 11/12	Projected Year-End FY 11/12	Projected vs. Budget Variance	Project Status/ Comments
<b>FY 11-12 TOTALS</b>	<b>\$ 6,670,500</b>	<b>\$ 2,642,065</b>	<b>\$ 5,152,395</b>	<b>\$ 1,543,105</b>	

Previous CIP Projects - paid in FY 11/12

FY 10/11	Rebuild Harbor Service Vault		\$ 25,000		
FY 10/11	District Digital Mapping	\$ 38,780	\$ 35,030		In Progress
FY 09/10	New Pilarcitos Well	\$ 510	\$ 510		Analysis - work complete for this FY
	Denniston Booster Pump Station	\$ 23,441	\$ 12,627		
FY 09/10	Hazen's Tank Fence Repair	\$ 14,734	\$ 20,000		Complete
<b>PREVIOUS YEAR TOTALS</b>		<b>\$ 77,465</b>	<b>\$ 93,167</b>	<b>\$ -</b>	

UNSCHEDULED ITEMS (CAPITAL EXPENDITURES) FOR CURRENT FISCAL YEAR 11/12

	Cahill Tank Repairs (Ladder Repairs)	\$ 13,371	\$ 15,000		In Progress
	CSP Intake Tunnel Modifications	\$ 37,215	\$ 75,000		In Progress
	Judith Court Main Line Emergency Repairs	\$ 38,780	\$ 34,902		Complete
	EG Pipeline Leak at Arroyo de en Medio	\$ 60,167	\$ 130,000		In Progress
<b>NON-BUDGETED TOTALS</b>		<b>\$ 149,533</b>	<b>\$ 254,902</b>	<b>\$ -</b>	

<b>CIP TOTALS</b>	<b>\$ 6,670,500</b>	<b>\$ 2,869,064</b>	<b>\$ 5,500,464</b>	
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**Legal Cost Tracking Report  
12 Months At-A-Glance**

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

Month	Admin (General Legal Fees)	Recycle Water Analysis	Water Supply Develpmnt	Transfer Program	CIP	Denniston WTP Improvements Project	Personnel	Lawsuits	Infrastructure Project Review  (Reimbursable)	TOTAL
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May-11	4,299		1,436	491						6,227
Jun-11	3,192					2,059			878	6,129
Jul-11	5,102					637				5,739
Aug-11	1,383					1,913				3,297
Sep-11	1,569			346		372		1,967		4,255
Oct-11	4,330			319		2,627				7,276
Nov-11	2,766					1,843				4,609
Dec-11	3,272			319		106				3,697
Jan-12	3,910			718						4,628
Feb-12	2,784								825	3,609
Mar-12	1,583			273	2,481				2,020	6,358
Apr-12	3,522				4,844				55	8,421

<b>TOTAL</b>	<b>37,714</b>	<b>0</b>	<b>1,436</b>	<b>2,467</b>	<b>7,325</b>	<b>9,558</b>	<b>0</b>	<b>1,967</b>	<b>3,777</b>	<b>64,244</b>
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**Engineer Cost Tracking Report  
12 Months At-A-Glance**

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

<b>Month</b>	<b>Admin &amp; Retainer</b>	<b>CIP</b>	<b>Short Term WTP Imprv.</b>	<b>Studies &amp; Projects</b>	<b>TOTAL</b>	<b>Reimbursable from Projects</b>
<b>May-11</b>	480	338			<b>818</b>	
<b>Jun-11</b>	240	4,551			<b>4,791</b>	
<b>Jul-11</b>	480	18,131			<b>18,611</b>	
<b>Aug-11</b>	1,353	9,096			<b>10,449</b>	
<b>Sep-11</b>	480	15,802		1,437	<b>17,718</b>	
<b>Oct-11</b>	480	17,798		3,296	<b>21,574</b>	3,296
<b>Nov-11</b>	480	12,774			<b>13,254</b>	
<b>Dec-11</b>	200	5,067			<b>5,267</b>	
<b>Jan-12</b>	939	23,677		845	<b>25,461</b>	845
<b>Feb-12</b>	1,615	4,651		845	<b>7,111</b>	845
<b>Mar-12</b>	320	2,319			<b>2,639</b>	
<b>Apr-12</b>	734	14,713			<b>15,446</b>	
<b>TOTAL</b>	<b>7,801</b>	<b>128,916</b>	<b>0</b>	<b>6,422</b>	<b>143,139</b>	<b>4,986</b>

# ***STAFF REPORT***

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

**From:** David Dickson, General Manager

**Agenda:** May 8, 2012

Report

**Date:** April 24, 2012

**Subject:** Monthly Water Transfer Report

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## **Recommendation:**

None. For Board information purposes only.

## **Background:**

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

Since the previous Board meeting in February 2012, one transfer application was approved for one---5/8" (20 gpm) non-priority water service connection. A spreadsheet reporting this transfer follows this report as well as the approval memorandum from Patrick Miyaki and the confirmation letter from Glenna Lombardi.

**APPROVED WATER TRANSFERS FOR THE 2012 CALENDAR YEAR**

<b>DONATING APN</b>	<b>RECIPIENT APN</b>	<b>PROPERTY OWNERS</b>	<b># of CONNECTIONS</b>	<b>DATE</b>
048-054-130	048-054-240	Ralston & Mendiola to same party	1--5/8" non-priority	Apr-12

## Memorandum

**VIA ELECTRONIC MAIL**

**TO:** Glenna Lombardi  
**FROM:** Patrick T. Miyaki  
**DATE:** April 19, 2012  
**RE:** **Application to Transfer Uninstalled Non-Priority Water Service Connection from Randy Ralston and Linda Mendiola to Randy Ralston and Linda Mendiola**

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Glenna, I reviewed the Application to transfer one 5/8-inch uninstalled non-priority water service connection from property owned by Randy Ralston and Linda Mendiola (APN 048-054-130) to property owned by Randy Ralston and Linda Mendiola (APN 048-054-240).

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

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

cc: David Dickson

April 24, 2012

Randy Ralston  
Linda Mendiola  
389 Burning Tree Court  
Half Moon Bay, CA 94019

RE: Request to Transfer a Water Service Connection

Dear Property Owners:

This is confirmation that the Coastside County Water District has approved your request to transfer one—5/8” (20 gpm) non-priority water service connection. The result of this transfer is as follows:

- APN **048-054-130** has no present right to a water service connection from the Coastside County Water District; and
- APN **048-054-240** now has one---5/8” (20 gpm) non-priority water service connection assigned to it from the Crystal Springs Project.

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

Sincerely,

Glenna Lombardi

cc: David Dickson, General Manager

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, April 10, 2012**

- 1) **ROLL CALL:** President Jerry Donovan called the special meeting to order at 6:55 p.m. Present at roll call: Vice-President Glenn Reynolds, and Directors Ken Coverdell, Bryan Hannegan, and Chris Mickelsen

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

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

- 3) **APPROVAL OF CONTRACT WITH BAY VALVE FOR CRYSTAL SPRINGS INTAKE VALVE REMOVAL**

Mr. Guistino provided the background of this item, explaining that the Board approved a contract with Bay Valve Inc. in March 2012, but the initial bid did not adequately cover proper confined space procedures and the safety assurance of the tunnel workers. He noted that this omission became obvious during a recent job walkthrough by Bay Valve Inc. and District staff. He stated that the use of a qualified, experienced, emergency rescue team to assist with entry and egress is the safest possible way to undertake this task. Mr. Guistino then answered several questions from the Board members.

**ON MOTION BY Vice-President Reynolds, and seconded by Director Hannegan, the Board voted as follows by roll call vote, to approve an increase of \$20,815.00 to the Bay Valve Inc. contract:**

<b>Director Coverdell</b>	<b>Aye</b>
<b>Vice-President Reynolds</b>	<b>Aye</b>
<b>Director Hannegan</b>	<b>Aye</b>
<b>Director Mickelsen</b>	<b>Aye</b>
<b>President Donovan</b>	<b>Aye</b>

- 4) **ADJOURN** The Special Meeting was adjourned at 7:02 p.m.

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, April 10, 2012**

- 1) **ROLL CALL:** President Jerry Donovan called the meeting to order at 7:02 p.m. Present at roll call: Vice-President Glenn Reynolds, and Directors Ken Coverdell, Bryan Hannegan, and Chris Mickelsen

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

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending March 31, 2012:  
Claims: \$739,591.04; Payroll: \$ 102,844.62; for a total of \$842,435.66
- B. Acceptance of Financial Reports
- C. Approval of Minutes of March 13, 2012 Board of Directors Meeting
- D. Installed Water Connection Capacity and Water Meters Report and Non-Priority Lottery Recipients Status Update Report
- E. Total CCWD Production Report
- F. CCWD Monthly Sales by Category Report
- G. March 2012 Leak Report
- H. Rainfall Reports
- I. San Francisco Public Utilities Commission Hydrological Conditions Report for March 2012

President Donovan reported that he had reviewed the monthly financial claims, had asked a few questions of staff, , and had found all was in order.

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

<b>Director Coverdell</b>	<b>Aye</b>
<b>Vice-President Reynolds</b>	<b>Aye</b>
<b>Director Hannegan</b>	<b>Aye</b>
<b>Director Mickelsen</b>	<b>Aye</b>
<b>President Donovan</b>	<b>Aye</b>

**5) MEETINGS ATTENDED/DIRECTOR COMMENTS**

Vice-President Reynolds commented that he had attended the recent California-Nevada Section AWWA conference to support the District's team in the Top Ops competition and congratulated them on their first place win.

Director Hannegan reported on his attendance at the World Water Forum in France and said he was particularly interested in the energy-water nexus.

**6) GENERAL BUSINESS**

**A. Proposed Fiscal Year 2012-2013 Budget, Fiscal Year 2012/2013 Capital Improvement Program, and Fiscal Year 2012/2013 to 2021/2022 Financing Plan**

Mr. Dickson reviewed the slides in his presentation, which focused on the Fiscal Year 2012-2013 budget highlights, including revenue sources and expenses. He also summarized the highlights of the Fiscal Year 2012/13 to 2021/22 Capital Improvement Program (CIP). Next, Mr. Dickson reviewed the factors in determining the proposed rate increase, recapped the rate increases needed to fund the budget and the CIP and discussed the effect that a 12% rate increase would have on typical water bills. Additionally, he addressed San Francisco Public Utilities Commission's rate increases, the methods utilized by the District to hold down operating costs and the revenue impact associated with potential lower rate increases. In conclusion, Mr. Dickson stressed the disadvantages of delaying CIP projects, the importance in investing in the District's water future and stated staff's recommendation to set a public hearing for June 12, 2012 for the proposed rate

increase and to approve the Proposition 218 notice of a proposed 12% rate increase, effective July 1, 2012.

The Board members then shared their comments about the proposed rate increase and Mr. Dickson answered a few questions from the Directors.

**B. Schedule a Public Hearing on Proposed Rate Increase and Authorize Issuance of a Notice of Public Hearing and Proposed Rate Increase**

Following discussion of the Budget, Capital Improvement Program, and Financing Plan during the previous agenda item, the following motion was proposed.

**ON MOTION BY Director Coverdell, and seconded by Vice-President Reynolds, the Board voted as follows by roll call vote, to schedule a Public Hearing for Tuesday, June 12, 2012 on the proposed rate increase and authorize staff to issue a Notice of Public Hearing for a proposed rate increase of up to 12%:**

Director Coverdell	Aye
Vice-President Reynolds	Aye
Director Hannegan	Aye
Director Mickelsen	Aye
President Donovan	Aye

**C. Third Quarter Budget Review**

Mr. Dickson summarized the third quarter budget to date, explaining that the overall financial performance is on track and that water revenues have caught up to a significant extent. He also pointed out that operating expenses are also considerably lower than budgeted and that the net contribution to reserves, year to date, is approximately \$300,000. ahead of budget.

**D. Approval of CEQA Notice of Exemption for the Railroad Avenue Main Replacement Project**

Mr. Guistino described the nature of this project and reviewed the reasons why this project meets the criteria to be exempt from the California Environmental Quality Act (CEQA). He answered a couple of questions from the Board.

**ON MOTION BY Vice-President Reynolds, and seconded by Director Coverdell, the Board voted as follows by roll call vote, to approve the Notice of Exemption for the Railroad Avenue Main Replacement Project:**

Director Coverdell	Aye
Vice-President Reynolds	Aye
Director Hannegan	Aye
Director Mickelsen	Aye
President Donovan	Aye

E. **Resolution Consenting to Join the Health Benefits Program of the ACWA Joint Powers Insurance Authority, Ratifying the Action of the ACWA Health Benefits Authority Board of Directors to Terminate the Health Benefits Authority Joint Powers Agreement, and Authorizing and Directing the General Manager to Execute All Necessary Documents**

Mr. Dickson reviewed the background of this item and explained the recent transition process that will allow the Association of California Water Agencies (ACWA) Health Benefits Authority (HBA) and the ACWA Joint Powers Insurance Authority (JPIA) to combine resources, reduce overall costs and improve operations. He advised that this action will allow the District to continue providing health benefits under the JPIA and that any potential cost savings would be passed on to all agencies that participate in the programs.

**ON MOTION BY Vice-President Reynolds, and seconded by Director Mickelsen, the Board voted as follows by roll call vote, to approve Resolution 2012-02, a Resolution consenting to join the health benefits program of the ACWA Joint Powers Insurance Authority, ratifying the action of the ACWA health Benefits Authority Board of Directors to terminate the Health Benefits Authority Joint Powers Agreement, and authorizing and directing the General Manager to execute all necessary documents:**

Director Coverdell	Aye
Vice-President Reynolds	Aye
Director Hannegan	Aye
Director Mickelsen	Aye
President Donovan	Aye

F. **Authorization to Join the California Water/Wastewater Agency Response Network**

Mr. Dickson reviewed the advantages to joining the California Water/Wastewater Agency Response Network (CalWARN), including fulfilling the important requirements for obtaining aid from the Federal Emergency Management Agency (FEMA), which could facilitate bringing vital financial assistance to the District after a disaster. He added that as a member of CalWARN, the District can request emergency assistance from

other members while retaining absolute discretion in deciding whether to provide assistance under the terms of the agreement.

**ON MOTION BY Director Hannegan and seconded by Vice-President Reynolds, the Board voted as follows by roll call vote, to execute the California Water/Wastewater Agency Response Network (CalWARN) agreement to make Coastside County Water District a member of CalWARN:**

Director Coverdell	Aye
Vice-President Reynolds	Aye
Director Hannegan	Aye
Director Mickelsen	Aye
President Donovan	Aye

**7) GENERAL MANAGER'S REPORT**

**1. BAWSCA Comments on Restore Hetch Hetchy and SFPUC Proposed Rate Structure Change**

Mr. Dickson recapped some recent events where he felt that BAWSCA did an excellent job in representing the wholesale customer interests relating to SFPUC's proposed rate structure change and to the petition drive to put a measure on the ballot which would ask San Francisco voters whether SFPUC should be directed to study draining Hetch Hetchy reservoir.

**2. CCWD-MWSD Team Wins Top Ops Competition at AWWA Conference**

Mr. Dickson noted that Mr. Guistino would report further on this topic, but that he wanted to recognize Steve Twitchell for being part of a winning Top Ops team.

**A. Operations Report**

Mr. Guistino shared his enthusiasm in moderating the successful Top Ops competition between four Northern California utilities and presented the "traveling" trophy, which will be shared over the next year with the other team member's agency, Montara Water & Sanitary District. He also updated the Board on the progress of the Crystal Springs 'Alternative Intake Project.

**B. Water Resources Report**

Ms. Brennan reviewed the District's current water supply conditions, both San Francisco Public Utilities Commissions (SFPUC) imported water supply and the District's local water supply and summarized that based on the information available, there should be adequate water supply through calendar year 2012 from the SFPUC and local sources to meet the District's

production demand. She also shared information about a current series for public television, underwritten by the Association of California Water Agencies, entitled "Water: The Best Deal Around", and provided the broadcast date and time, as well as the website available for viewing the segment. Additionally, she advised that some local water agencies are partnering with the Home Depot, who will be hosting some Bay Area garden- friendly parking lot events this spring and summer. She also directed the Board's attention to the District's latest bill stuffer, providing information to the public about participating in the District's proposed budget and rate increase process.

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

The Board discussed the possibility of scheduling a special budget workshop in April or May to further explore budget alternatives using the District's financing plan model.

**9) ADJOURNMENT**

**ON MOTION BY Director Coverdell , and seconded by Vice-President Reynolds, the Board voted as follows to adjourn the April 10, 2012 meeting of the Coastside County Water District's Board of Directors:**

<b>Director Coverdell</b>	<b>Aye</b>
<b>Vice-President Reynolds</b>	<b>Aye</b>
<b>Director Hannegan</b>	<b>Aye</b>
<b>Director Mickelsen</b>	<b>Aye</b>
<b>President Donovan</b>	<b>Aye</b>

The meeting was adjourned at 8:47 p.m. The next regular meeting of the Coastside County Water District's Board of Directors is scheduled for Tuesday, May 8, 2012.

Respectfully submitted,

---

David R. Dickson, General Manager  
Secretary of the Board

---

Jerry C. Donovan, President  
Board of Directors

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS**

**Monday, April 30, 2012**

- 1) **ROLL CALL** - The Closed Session convened at 10:02 a.m. Present at roll call: President Jerry Donovan, Vice-President Glenn Reynolds, and Directors Ken Coverdell, and Chris Mickelsen. David Dickson, General Manager, and Patrick Miyaki, Legal Counsel, were also present.
  
- 2) **PUBLIC COMMENT** - There were no public comments.
  
- 3) **CLOSED SESSION**
  - A. **Conference with Legal Counsel - Anticipated Litigation**  
Initiation of Litigation Pursuant to California Government Code  
Section §54956.9(c) - One Potential Case
  
- 4) **RECONVENE TO OPEN SESSION** - The Closed Session concluded at 11:13 a.m., at which time Mr. Miyaki announced that no reportable action had been taken during the Closed Session.
  
- 5) **ADJOURNMENT** - The special meeting was adjourned at 11:13 a.m.

Respectfully submitted,

---

David R. Dickson, General Manager  
Secretary of the Board

---

Jerry C. Donovan, President  
Board of Directors

**COASTSIDE COUNTY WATER DISTRICT**  
**Installed Water Connection Capacity & Water Meters**

FY 2012

<b>Installed Water Connection Capacity</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Total</b>
<b>HMB Non-Priority</b>													
0.5" capacity increase													<b>0</b>
5/8" meter		1			3				1				<b>5</b>
3/4" meter		1			2				1				<b>4</b>
2" meter													<b>0</b>
<b>HMB Priority</b>													
0.5" capacity increase								1					<b>1</b>
5/8" meter													<b>0</b>
3/4" meter													<b>0</b>
1" meter													<b>0</b>
1 1/2" meter													<b>0</b>
2" meter													<b>0</b>
<b>County Non-Priority</b>													
5/8" meter	2	1	1				1				1		<b>6</b>
3/4" meter													<b>0</b>
1" meter													<b>0</b>
<b>County Priority</b>													
5/8" meter				1									<b>1</b>
3/4" meter													<b>0</b>
1" meter													<b>0</b>
<b>Monthly Total</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>5</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>17</b>

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

<b>Installed Water Meters</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Totals</b>
HMB Non-Priority		2.5			6				2.5				<b>11</b>
HMB Priority								0.5					<b>0.5</b>
County Non-Priority	2	1	1				1				1		<b>6</b>
County Priority				1									<b>1</b>
<b>Monthly Total</b>	<b>2</b>	<b>3.5</b>	<b>1</b>	<b>1</b>	<b>6</b>	<b>0</b>	<b>1</b>	<b>0.5</b>	<b>2.5</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>18.5</b>

COASTSIDE COUNTY WATER DISTRICT

2010 NON-PRIORITY LOTTERY RECIPIENTS  
STATUS UPDATE

April 30, 2012

33.5 TOTAL SOLD CONNECTIONS (T&S FEES PAID)

<b>1</b>	INSTALLATION FEES NOT PAID
<b>27</b>	INSTALLATION FEES PAID/METER INSTALLED - FINALED
<b>3.5</b>	INSTALLATION FEES PAID/METER NOT INSTALLED - NEEDS TO INSTALL SERVICE LINE(s)
<b>1</b>	INSTALLATION FEES PAID/METER INSTALLED/OFF & LOCKED - NEEDS BACKFLOW TEST/DESTRUCTION CERTIFICATION - NOT FINALED
<b>1</b>	T&S FEES REFUNDED BACK TO CUSTOMER

**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2012**

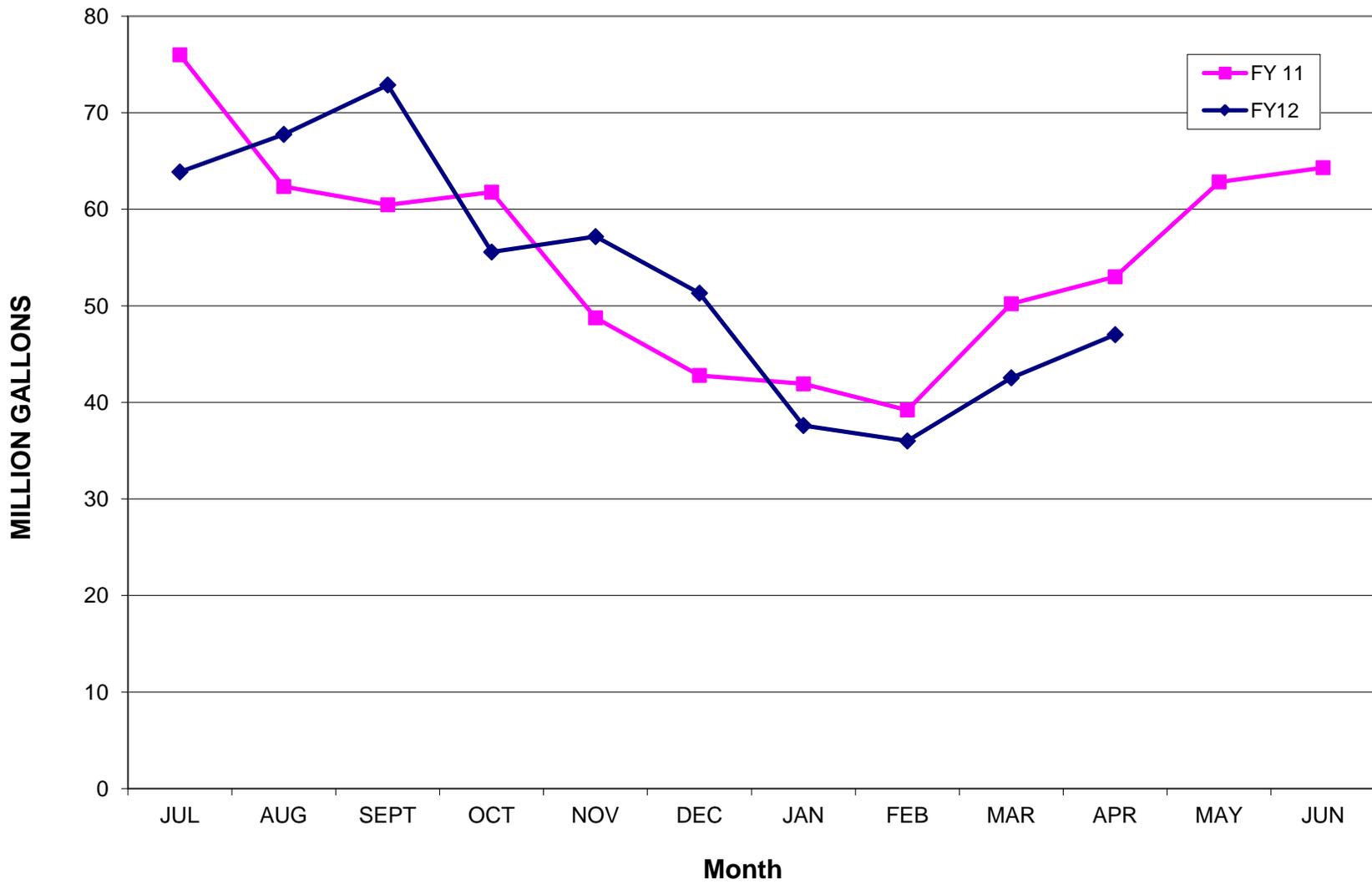
	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
<b>JUL</b>	0.00	62.65	0.00	0.00	1.03	63.68	-0.18	63.86
<b>AUG</b>	0.00	61.34	0.00	0.00	6.38	67.72	-0.03	67.75
<b>SEPT</b>	0.00	68.54	0.00	0.00	4.81	73.35	0.48	72.87
<b>OCT</b>	0.00	50.99	0.00	0.00	4.67	55.66	0.09	55.57
<b>NOV</b>	11.6	21.80	0	0.00	23.48	56.88	-0.28	57.16
<b>DEC</b>	7.2	27.02	0	0.00	16.82	51.04	-0.275	51.31
<b>JAN</b>	5.97	0	0	0.00	32.21	38.18	0.577	37.60
<b>FEB</b>	9.84	0.00	0.00	0.00	27.17	37.01	1.008	36.00
<b>MAR</b>	13.66	6.35	0.00	0.00	22.64	42.65	0.108	42.54
<b>APR</b>	0	46.73	0.00	0.00	0.28	47.01	-0.003	47.01
<b>MAY</b>								
<b>JUN</b>								
<b>TOTAL</b>	48.27	345.41	0.00	0.00	139.49	533.17	1.49	531.68
<b>% TOTAL</b>	9.1%	64.8%	0.0%	0.0%	26.2%	100.0%	0.28%	99.7%

**12 Month Running Treated Total 658.82**

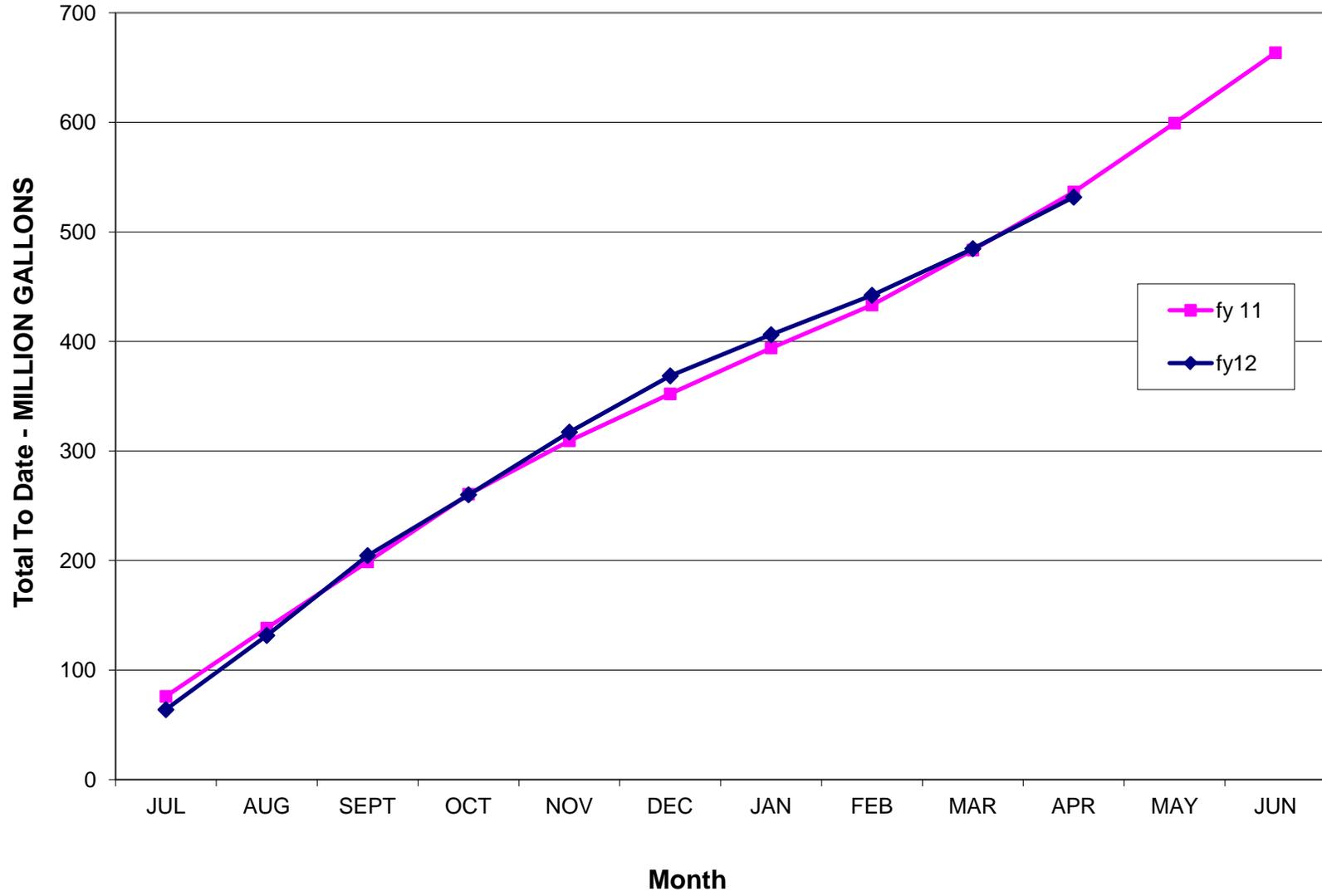
**TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2011**

	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
<b>JUL</b>	0.00	57.55	1.04	2.07	15.12	75.78	-0.21	75.99
<b>AUG</b>	0.00	41.40	0.80	3.03	18.17	63.40	1.06	62.35
<b>SEPT</b>	0.00	22.17	1.36	3.63	34.64	61.80	1.34	60.46
<b>OCT</b>	0.00	38.13	0.00	0.00	23.69	61.82	0.05	61.77
<b>NOV</b>	8.08	41.38	0.00	0.00	0.00	49.46	0.71	48.75
<b>DEC</b>	7.69	35.52	0.00	0.00	0.00	43.21	0.42	42.79
<b>JAN</b>	13.73	28.22	0.00	0.00	0.00	41.95	0.03	41.92
<b>FEB</b>	10.77	29.74	0.00	0.00	0.00	40.51	1.30	39.21
<b>MAR</b>	14.10	36.44	0.00	0.00	0.00	50.54	0.34	50.21
<b>APR</b>	0.00	44.15	0.00	0.00	8.71	52.86	-0.15	53.01
<b>MAY</b>	0.00	58.57	0.00	0.00	4.39	62.96	0.13	62.83
<b>JUN</b>	0.00	59.29	0.00	0.00	5.69	64.98	0.68	64.31
<b>TOTAL</b>	54.37	492.56	3.20	8.73	110.41	669.28	5.70	663.58
<b>% TOTAL</b>	8.1%	73.6%	0.5%	1.3%	16.5%	100.0%	0.85%	99.1%

Monthly Production FY 11 vs. FY 12



Cumulative Production FY 11 vs. FY12



Plant Water Use			Unmetered Water							2012 MG	
	Denniston Plant	Nunes Plant	Total	Main Flushing	Detector Checks*	Main Breaks	Fire Dept	Tank Level Difference	Total		
JAN	0.000	1.532	1.532	0.000	0.055	0.015	0.010	0.498	0.577		
FEB	0.000	1.439	1.439	0.000	0.007	1.023	0.010	-0.032	1.008		
MAR	0.000	1.527	1.527	0.009	0.011	0.007	0.010	0.071	0.108		
APR	0.000		0.000	0.000	0.009	0.097	0.010	-0.118	-0.003		
MAY	0.000		0.000						0.000		
JUN	0.000		0.000						0.000		
JUL	0.000		0.000						0.000		
AUG	0.000		0.000						0.000		
SEP	0.000		0.000						0.000		
OCT	0.000		0.000						0.000		
NOV	0.000		0.000						0.000		
DEC			0.000						0.000		
<b>TOTAL</b>	<b>0.00</b>	<b>4.50</b>	<b>4.50</b>	<b>0.01</b>	<b>0.08</b>	<b>1.14</b>	<b>0.04</b>	<b>0.42</b>	<b>1.69</b>		

**COASTSIDE COUNTY WATER DISTRICT**

**Predicted vs Actual Production - All Sources**

	Denniston Surface			Denniston Wells			Pilarcitos Wells			Pilarcitos Surface			SFWD CSP			SFWD Total			
	Actual MG	Predicted MG	pred-act	Actual MG	Predicted	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG		
Jul-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	62.65	60.66	-1.99	1.03	15.12	14.09	63.68	75.78		
Aug-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	61.34	45.23	-16.11	6.38	18.17	11.79	67.72	63.40		
Sep-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	68.54	27.16	-41.38	4.81	34.64	29.83	73.35	61.80		
Oct-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.99	38.13	-12.86	4.67	23.69	19.02	55.66	61.82		
Nov-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11.60	9.72	-1.88	21.80	39.74	17.94	23.48	43.45	19.97	45.28	83.19
Dec-11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.20	9.72	2.52	27.02	33.43	6.41	16.82	37.93	21.11	43.84	71.36
Jan-12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.97	10.47	4.50	0.00	30.71	30.71	32.21	0.00	-32.21	32.21	30.71
Feb-12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9.84	11.22	1.38	0.00	30.54	30.54	27.17	0.00	-27.17	27.17	30.54
Mar-12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13.66	11.22	-2.44	6.35	38.12	31.77	22.64	0.00	-22.64	28.99	38.12
Apr-12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	46.73	52.36	5.63	0.28	0.00	-0.28	47.01	52.36
May-12			#VALUE!		0.00		#VALUE!		#VALUE!		#VALUE!		#VALUE!		#VALUE!		#VALUE!	0.00	#VALUE!
Jun-12			#VALUE!		0.00		#VALUE!		#VALUE!		#VALUE!		#VALUE!		#VALUE!		#VALUE!	0.00	#VALUE!
<b>MG Totals</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	48.27	52.35	4.08	345.41	396.08	50.67	139.49	173.00	33.51	484.90	#VALUE!	

Adjusted (estimated for meter failure)

	Actual non SFPUC	Predicted non SFPUC	Actual SFPUC	Predicted SFPUC	TOTAL Actual	TOTAL Predicted	TOTAL Pred-act
	48.27	52.35	484.90	569.08	533.17	621.43	88.26
<b>% Total</b>	<b>9.05%</b>	<b>8.42%</b>	<b>90.95%</b>	<b>91.58%</b>	<b>85.80%</b>		



## Coastside County Water District Monthly Leak Report

Date	Location	Pipe size/T	Est. Water Loss (Gallons)*	Material Cost	Employee hours	Manpower and Equipment Costs	Total Costs
4/9/2012	84 Valencia Miramar	1" plastic	2,500		Men    Hours	\$1,750	\$2,147.59
				<b>Total</b> \$397.59	3        7		
4/14/2012	Miramontes Point Road	10" DI	50,000		Men    Hours	\$2,350	\$2,761.17
				<b>Total</b> \$411.17	5        5		
4/16/2012	Pacific Ave X Grandview BLVD	2"	4,000		Men    Hours	\$1,725	\$2,152.10
				<b>Total</b> \$427.10	3        5		
4/21/2012	Miramontes Point Road.	10"DI	30,000		Men    Hours	\$2,100	\$2,511.17
				<b>Total</b> \$411.17	4        5		
4/24/2012	12950 San Mateo Road. HWY 92	3/4" copper service	10,000		Men    Hours	700	\$801.44
				<b>Total</b> \$101.44	2        4		
					Men    Hours		\$0.00
				<b>Total</b>			
					Men    Hours		\$0.00
				<b>Total</b>			

\*includes 1,000 gallons for mains to daylight plus 1,000 gallons to flush mains or 100 gallons to flush services

**Total  
Water  
Loss            0.0965 MG**

staff	\$50/hr
backhoe	\$50/hr
service truck	\$50/hr
pickup truck	\$25/hr
supvisor time	\$75/hr

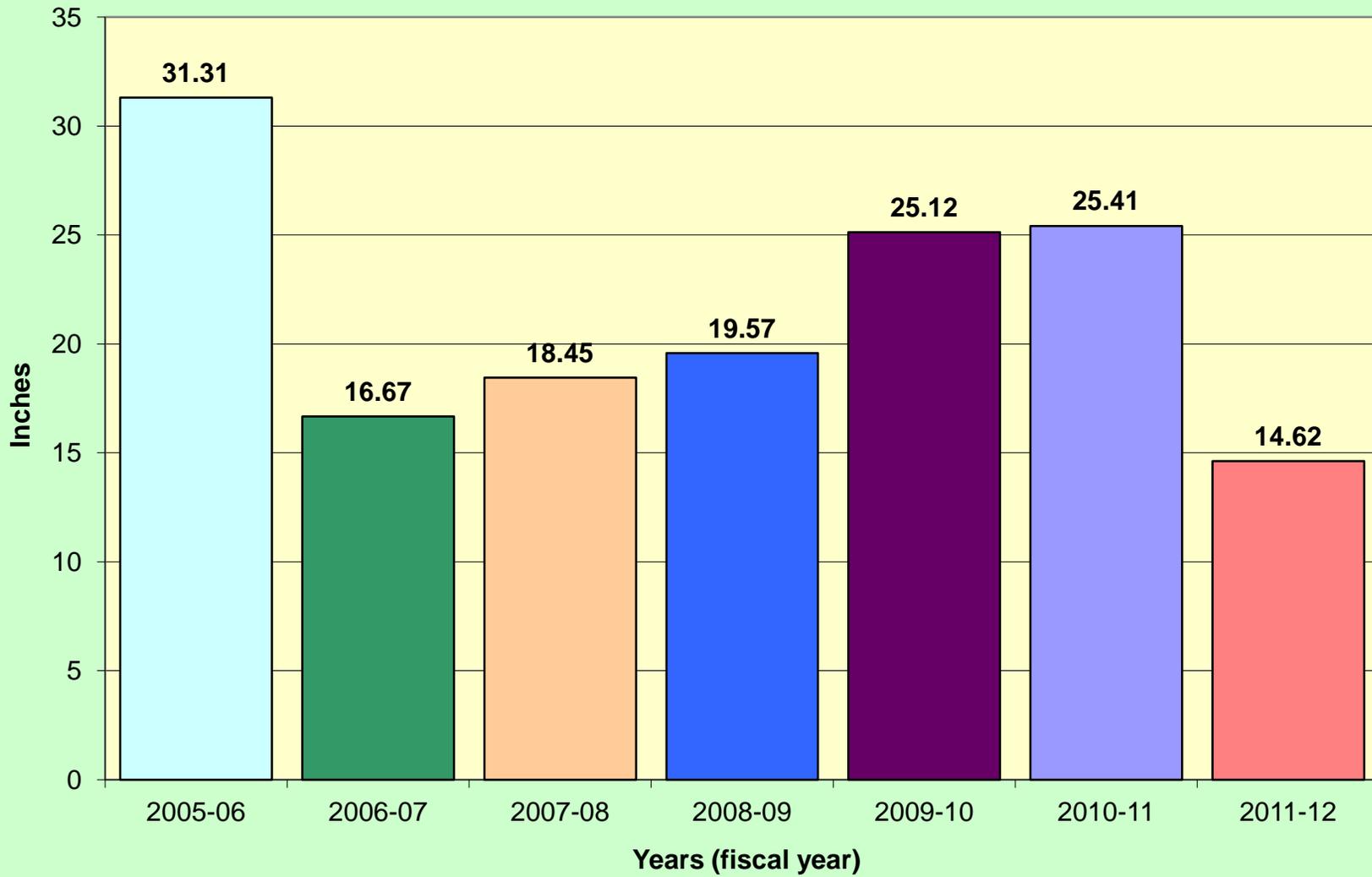
Coastside County Water District  
 766 Main Street  
 July 2011 - June 2012

District Office  
 Rainfall in Inches

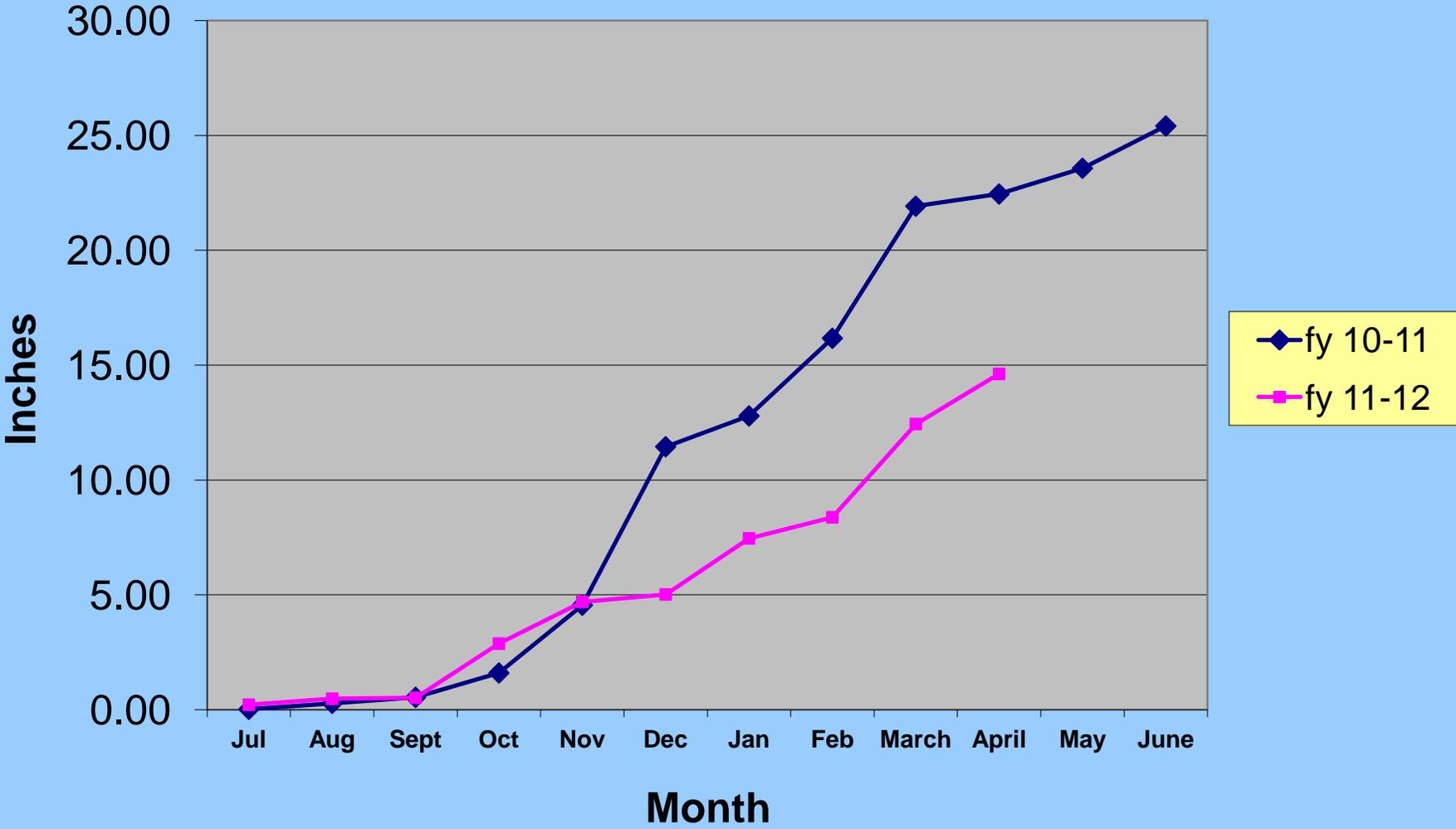
	2011						2012					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0	0	0	0.02	0	0	0.02	0.03	0.32		
2	0	0	0	0	0	0	0	0.01	0.07	0		
3	0	0.04	0	0.34	0.06	0	0.01	0	0	0		
4	0	0.08	0.01	0.57	0.07	0	0	0	0	0.08		
5	0	0.02	0	0.56	0.35	0	0	0	0	0		
6	0	0.02	0	0.19	0.01	0	0	0.03	0.05	0		
7	0	0.03	0	0.01	0.01	0	0	0.04	0	0		
8	0	0.01	0	0	0	0	0	0	0	0		
9	0	0	0.01	0.01	0	0	0	0	0	0		
10	0	0	0	0.54	0	0	0	0.06	0	0.13		
11	0.04	0	0	0.09	0.33	0.1	0	0.06	0	0.56		
12	0.06	0	0	0.01	0.01	0.02	0	0.06	0	0.16		
13	0.06	0	0	0	0	0	0	0.2	0.05	0.7		
14	0	0	0	0	0	0.01	0	0	0.45	0		
15	0.02	0	0	0	0.01	0.11	0	0.06	0.65	0		
16	0	0	0	0	0.01	0	0	0	0.06	0		
17	0.02	0	0	0	0.05	0	0	0	0.67	0		
18	0	0	0	0.03	0.22	0	0	0.04	0.05	0		
19	0	0	0	0	0.36	0	0.09	0	0.01	0		
20	0	0	0.01	0	0.18	0.01	1.63	0	0	0		
21	0	0.02	0	0	0.01	0	0.06	0	0	0		
22	0	0	0	0.01	0	0	0.33	0.01	0.01	0		
23	0	0	0	0	0	0	0.3	0	0	0.01		
24	0	0	0.01	0	0.1	0	0	0	0.21	0		
25	0	0.01	0	0	0	0	0	0	1.14	0		
26	0.01	0.01	0	0	0	0	0	0	0.23	0.19		
27	0	0.02	0	0	0	0	0.01	0	0	0.03		
28	0.01	0	0	0	0.01	0	0	0.01	0.37	0		
29	0	0	0	0	0.01	0.01	0	0.32	0	0		
30	0	0	0	0	0	0.06	0		0	0		
31	0	0		0		0	0.01		0.01			
Mon.Total	0.22	0.26	0.04	2.36	1.82	0.32	2.44	0.92	4.06	2.18	0.00	0.00
Year Total	0.22	0.48	0.52	2.88	4.70	5.02	7.46	8.38	12.44	14.62	14.62	14.62

# Rain Totals

## January 2012



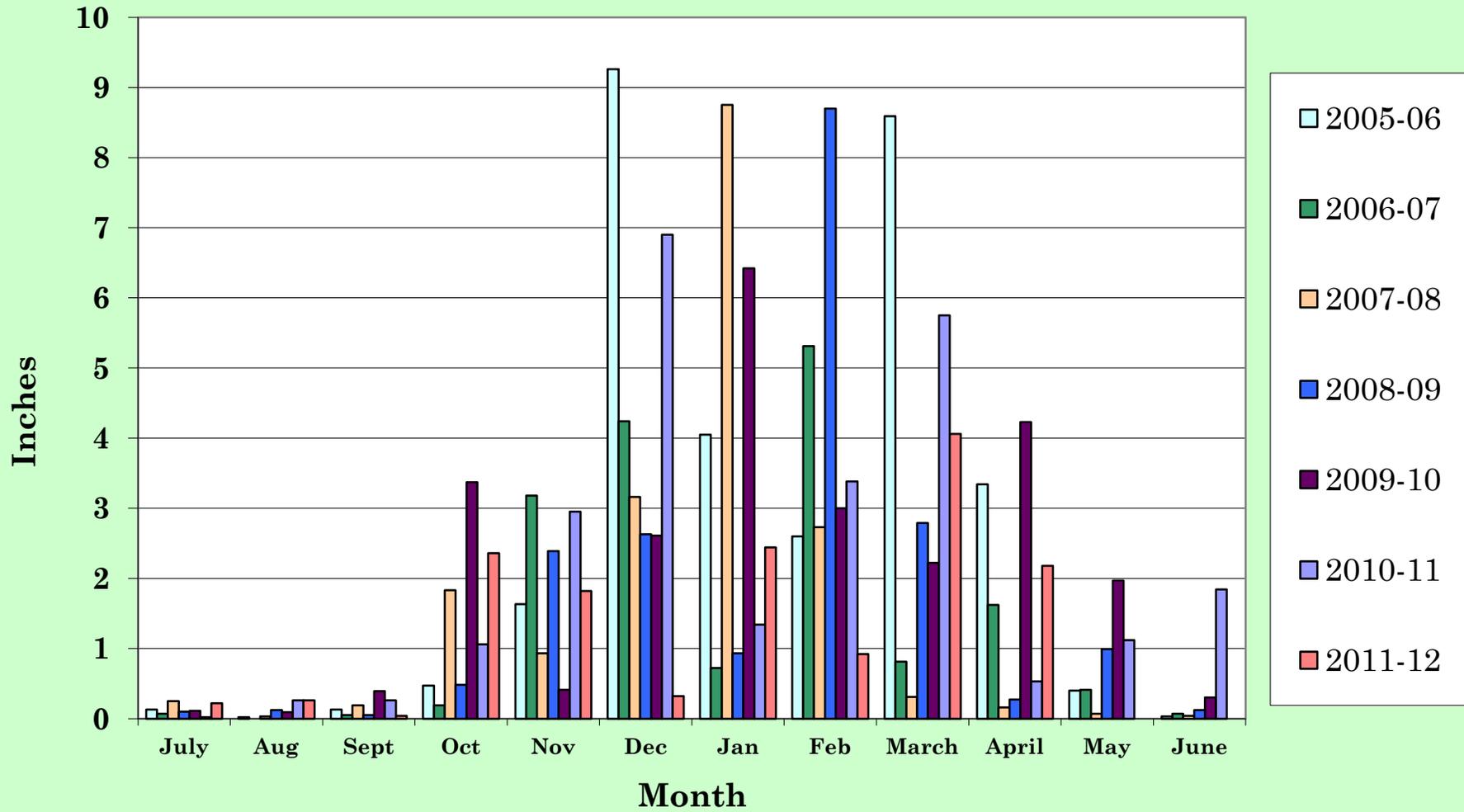
# Rainfall Totals FY 2012



# Coastside County Water District

## Rainfall by Month

July '05 thru Jun '12





## STAFF REPORT

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

**From:** David Dickson, General Manager

**Agenda:** May 8, 2012

Report

Date: May 4, 2012

**Subject:** Budget and Financing Plan Workshop - Proposed Fiscal Year 2012-2013 Budget, Fiscal Year 2012/13 to 2021/22 Capital Improvement Program, and Fiscal Year 2012/13 to 2021/22 Financing Plan

---

### **Recommendation:**

No Board action required at this time.

### **Background:**

Staff will conduct a workshop focusing on the Fiscal Year 2012/13 to 2021/22 District Financing Plan and will answer the Board's questions regarding the Proposed Budget, Capital Improvement Program, and Financing Plan.

### **Tentative Rate Increase**

Consistent with an update of the District Financing Plan presented to the Board during the Fiscal Year 2011-2012 (FY12) budget process, the Fiscal Year 2012-2013 (FY13) budget includes a rate increase of 12%. The Financing Plan projected rate increases as follows:

<b><u>Fiscal Year</u></b>	<b><u>Rate Change</u></b>
2011-12	12% (adopted)
2012-13	12%
2013-14	12%
2014-15	9%
2015-16	3%
2016-17	3%

Staff has updated the District Financing Plan model and believes that, based on current projections, continuing with the above series of rate increases will meet the District's revenue requirements over the ten-year plan period.

### **Budget**

- Non-operating revenue at the same level as FY12.
- Total operating expense increase of about 1% over FY12 budget, 7% over projected year-end FY12 expenses.

- \$283,000 reduction in SFPUC water purchase cost vs. FY12 budget due to startup of improved Denniston plant.
- \$141,000 increase in Denniston-related expenses vs. FY12 due to plant startup.
- \$88,000 increase in Crystal Springs electrical expense due to lower use of Pilarcitos source.
- Field and administrative salary cost increases of 2.8% vs. FY12 budget, primarily for cost-of-living adjustment.
- Total debt service increase of \$354,000 vs. FY12 budget for I-Bank loan payments.
- Contribution to CIP and reserves (net revenue) of \$869,000, an increase of \$173,000 over FY12.

### CIP

- \$22,483,000 total CIP (FY13 dollars)
- Addition of \$3.2 million in new projects over the ten-year CIP.
- Net decrease of \$2.1 million vs. FY2011/12-2020/21 CIP.

The following materials are attached to this staff report as background for the workshop:

#### **Attachment A – Key Financing Plan Tables and Charts**

- *Water Production and Purchase Costs*: indicates projections of total water demand, contribution of local sources, SFPUC purchases, SFPUC rate increases, and water purchase costs.
- *Operating Expenses*: projections of operating costs including water purchase cost from Water Production and Purchase Costs sheet, escalation of other costs based on current year budget.
- *Ten-Year Capital Improvement Plan – Escalated CIP*: applies assumed capital project inflation factor to annual CIP totals, which are expressed in current budget year dollars.
- *Ten-Year Cash Flow Projections*: combines projections for all sources and uses of revenue to project year-end reserve balances. Cash flows must be sufficient to meet debt service coverage and reserve balance targets.
- *CCWD Rate Increases Needed to Meet Revenue Requirements*: chart summarizing rate increase, borrowing, reserve balance, and reserve balance target information from the *Ten-Year Cash Flow Projections* sheet.
- *Projected Rate Increases*: table indicating how the projected series of rate increases will affect rates and the median bimonthly/monthly residential bill.

**Attachment B** - Budget Presentation Slides from April 10, 2012 Board Meeting

**Attachment C** - Fiscal Year 2012/13 to 2021/22 Capital Improvement Program

**Attachment D** - Fiscal Year 2012-2013 Revenue and Expense Budget

# Attachment A

## Financing Plan Tables

**Coastside County Water District - Financing Plan  
Water Production and Purchase Costs**

	Projected Future Water Production and Purchases										
	Projected 2011/12	Budget 2012/13	Estimated								
			2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Total CCWD Water Demand	650	656	710	725	740	760	780	780	780	800	800
Year-year change		0.0%	8.2%	2.1%	2.1%	2.7%	2.6%	0.0%	0.0%	2.6%	0.0%
CCWD Pilarcitos Wells	46	56	50	50	50	50	50	50	50	50	50
Denniston Wells	0	21	20	20	40	40	40	40	40	40	40
Denniston Surface Water	0	102	100	150	200	200	200	200	200	200	200
Total Denniston	0	123	120	170	240	240	240	240	240	240	240
Denniston year-year change		0.0%	-2.4%	41.7%	41.2%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Total CCWD Sources	46	179	170	220	290	290	290	290	290	290	290
Total SFPUC (max 794 MG)	604	477	540	505	450	470	490	490	490	510	510
SFPUC year-year change		-21.0%	13.2%	-6.5%	-10.9%	4.4%	4.3%	0.0%	0.0%	4.1%	0.0%
<b>SFPUC Water Cost</b>											
Base Charge	\$81,384	\$81,384	\$81,384	\$81,384	\$81,384	\$81,384	\$81,384	\$81,384	\$81,384	\$81,384	\$81,384
Consumption Charge	\$2,123,690	\$1,696,519	\$2,094,906	\$2,304,485	\$2,277,287	\$2,359,650	\$2,769,643	\$3,044,895	\$3,155,743	\$3,105,429	\$3,118,675
Surcharge for use over ISA	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total SFPUC Water Purchase	\$2,205,074	\$1,777,903	\$2,176,290	\$2,385,869	\$2,358,671	\$2,441,034	\$2,851,027	\$3,126,279	\$3,237,127	\$3,186,813	\$3,200,059
% SFPUC Water	93%	73%	76%	70%	61%	62%	63%	63%	63%	64%	64%
SFPUC Rate Increase		9.9%	8.7%	16.6%	10.7%	0.0%	11.9%	9.7%	3.6%	-4.9%	0.6%
SFPUC Unit Charge (\$/hcf)	\$2.63	\$2.89	\$3.14	\$3.66	\$4.06	\$4.06	\$4.54	\$4.98	\$5.16	\$4.90	\$4.93
Untreated Water Discount	0.23	0.23	0.24	0.25	0.27	0.30	0.31	0.33	0.34	0.35	0.36
Net SFPUC Rate	\$2.40	\$2.66	\$2.90	\$3.41	\$3.79	\$3.76	\$4.23	\$4.65	\$4.82	\$4.55	\$4.57
Interim Supply Allocation (MG)	794										
SFPUC Surcharge Over ISA	50%										
<b>Denniston Supply Benefit:</b>											
Avoided SFPUC Cost		\$475,289	\$504,038	\$832,587	\$1,301,186	\$1,301,186	\$1,456,027	\$1,597,262	\$1,654,763	\$1,573,680	\$1,583,122
Cumulative Avoided Cost		\$475,289	\$979,327	\$1,811,913	\$3,113,099	\$4,414,285	\$5,870,312	\$7,467,573	\$9,122,336	\$10,696,016	\$12,279,137

Coastside County Water District - Financing Plan  
Operating Expenses

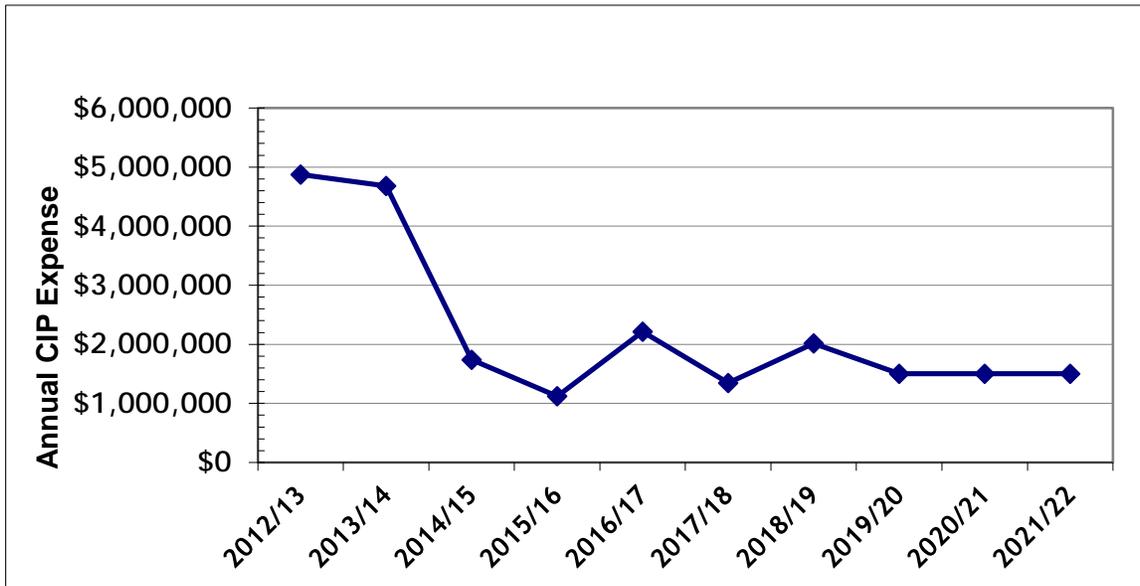
Projected Future Operating Expenses											
	Budget	Inflation	Estimated								
	2012/13	Factor	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
<b>Operating Expenses</b>											
Water Purchased	\$1,777,903	varies	\$2,176,290	\$2,385,869	\$2,358,671	\$2,441,034	\$2,851,027	\$3,126,279	\$3,237,127	\$3,186,813	\$3,200,059
Electricity	359,951	5%	378,000	430,000	461,000	494,000	533,000	574,000	603,000	633,000	682,000
Denniston WTP Maint./Oper.	62,000	5%	80,000	82,000	122,000	181,000	190,000	200,000	210,000	221,000	232,000
Nunes WTP Maint./Oper.	138,212	5%	145,000	165,000	177,000	190,000	205,000	221,000	232,000	244,000	263,000
CSP WTP Maint./Oper.	47,000	5%	49,000	56,000	60,000	64,000	69,000	74,000	78,000	82,000	88,000
Salaries & Payroll Taxes	1,765,910	5%	1,854,000	1,947,000	2,044,000	2,146,000	2,253,000	2,366,000	2,484,000	2,608,000	2,738,000
Insurance	576,882	5%	606,000	636,000	668,000	701,000	736,000	773,000	812,000	853,000	896,000
Employee Retirement	486,569	5%	511,000	537,000	564,000	592,000	622,000	653,000	686,000	720,000	756,000
Other Expenses	<u>902,023</u>	5%	<u>947,000</u>	<u>994,000</u>	<u>1,044,000</u>	<u>1,096,000</u>	<u>1,151,000</u>	<u>1,209,000</u>	<u>1,269,000</u>	<u>1,332,000</u>	<u>1,399,000</u>
Total Operating Expenses	6,116,450		6,746,290	7,232,869	7,498,671	7,905,034	8,610,027	9,196,279	9,611,127	9,879,813	10,254,059
Increase from prior fiscal year			629,840	486,580	265,802	406,363	704,993	586,252	414,848	268,686	374,246
Percent increase from prior fiscal year			10.3%	7.2%	3.7%	5.4%	8.9%	6.8%	4.5%	2.8%	3.8%

**Coastside County Water District - Financing Plan  
Ten-Year Capital Improvement Plan - Escalated CIP**

Escalation

4% per year

<b>Escalated 10-Year Capital Improvement Plan</b>			
	<b>FY</b>	<b>Nominal CIP</b>	<b>Escalated CIP</b>
0	2012/13	\$4,873,000	\$4,873,000
1	2013/14	\$4,680,000	\$4,867,000
2	2014/15	\$1,737,000	\$1,879,000
3	2015/16	\$1,121,000	\$1,261,000
4	2016/17	\$2,213,000	\$2,589,000
5	2017/18	\$1,344,000	\$1,635,000
6	2018/19	\$2,015,000	\$2,550,000
7	2019/20	\$1,500,000	\$1,974,000
8	2020/21	\$1,500,000	\$2,053,000
9	2021/22	\$1,500,000	\$2,135,000
	Total	\$22,483,000	\$25,816,000

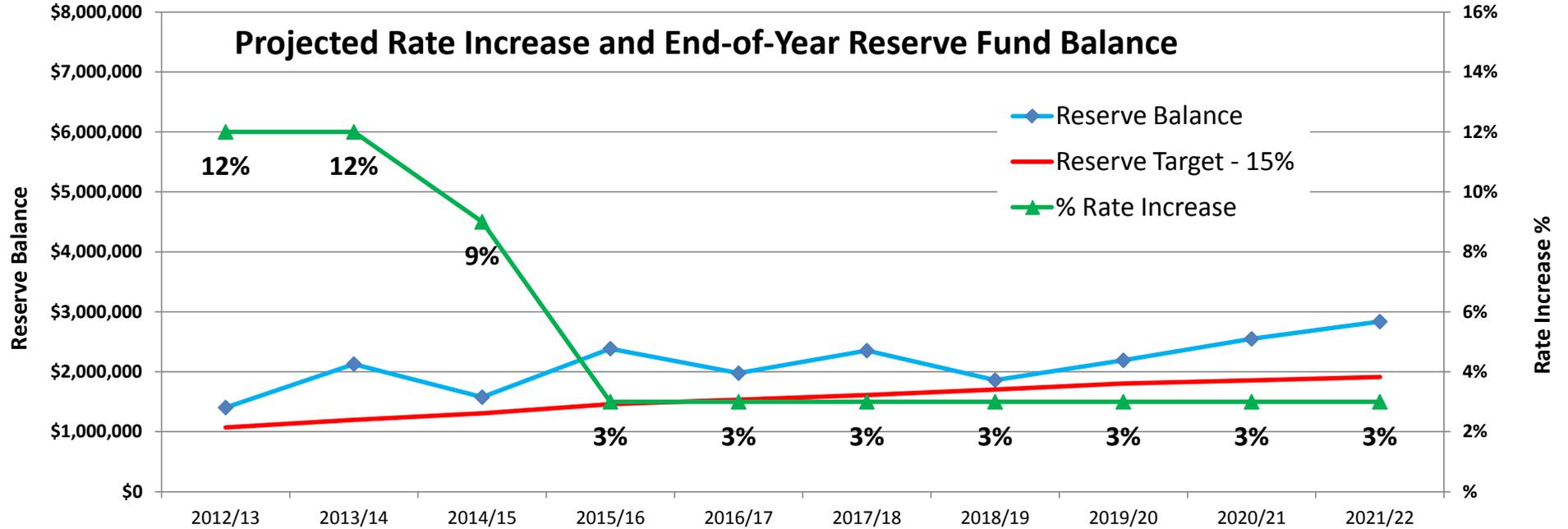




# CCWD Rate Increases Needed to Meet Revenue Requirements - FY13 Budget

	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
% Rate Increase	12%	12%	9%	3%	3%	3%	3%	3%	3%	3%
Cumulative Increase	1.12	1.25	1.37	1.41	1.45	1.49	1.54	1.59	1.63	1.68

New Borrowing 1                      4500000  
 New Borrowing 2



**Coastside County Water District  
Projected Rate Increases**

Single Family Residence  
Bi-monthly Charge  
14 ccf (median use)  
5/8" meter

<b>Projected Water Rate Adjustments &amp; Median Residential Bill</b>										
	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>
<b>% Rate Increase</b>	12.0%	12.0%	9.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
<b>Base Charge</b>	\$34.41	\$38.54	\$42.01	\$43.27	\$44.57	\$45.91	\$47.29	\$48.71	\$50.17	\$51.68
<b>Variable Charge (1)</b>										
<u>Residential</u>										
0 - 8 hcf	\$5.62	\$6.29	\$6.86	\$7.07	\$7.28	\$7.50	\$7.73	\$7.96	\$8.20	\$8.45
9 - 25 hcf	\$6.19	\$6.93	\$7.55	\$7.78	\$8.01	\$8.25	\$8.50	\$8.76	\$9.02	\$9.29
26 - 40 hcf	\$8.05	\$9.02	\$9.83	\$10.12	\$10.42	\$10.73	\$11.05	\$11.38	\$11.72	\$12.07
41 & over hcf	\$9.95	\$11.14	\$12.14	\$12.50	\$12.88	\$13.27	\$13.67	\$14.08	\$14.50	\$14.94
<u>Non-Residential</u>										
Per hcf	\$7.65	\$8.57	\$9.34	\$9.62	\$9.91	\$10.21	\$10.52	\$10.84	\$11.17	\$11.51
1 - 1 unit = 1 hcf = 7.48 gallons										

Residential Bill for 14 Units

Bi-monthly Bill	\$116.51	\$130.44	\$142.19	\$146.51	\$150.87	\$155.41	\$160.13	\$164.95	\$169.89	\$175.02
Bi-monthly Increase	\$12.45	\$13.93	\$11.75	\$4.32	\$4.36	\$4.54	\$4.72	\$4.82	\$4.94	\$5.13
Monthly Increase	\$6.23	\$6.97	\$5.88	\$2.16	\$2.18	\$2.27	\$2.36	\$2.41	\$2.47	\$2.57

Attachment B

Budget Presentation Slides  
from  
April 10, 2012 Board Meeting

# Coastside County Water District

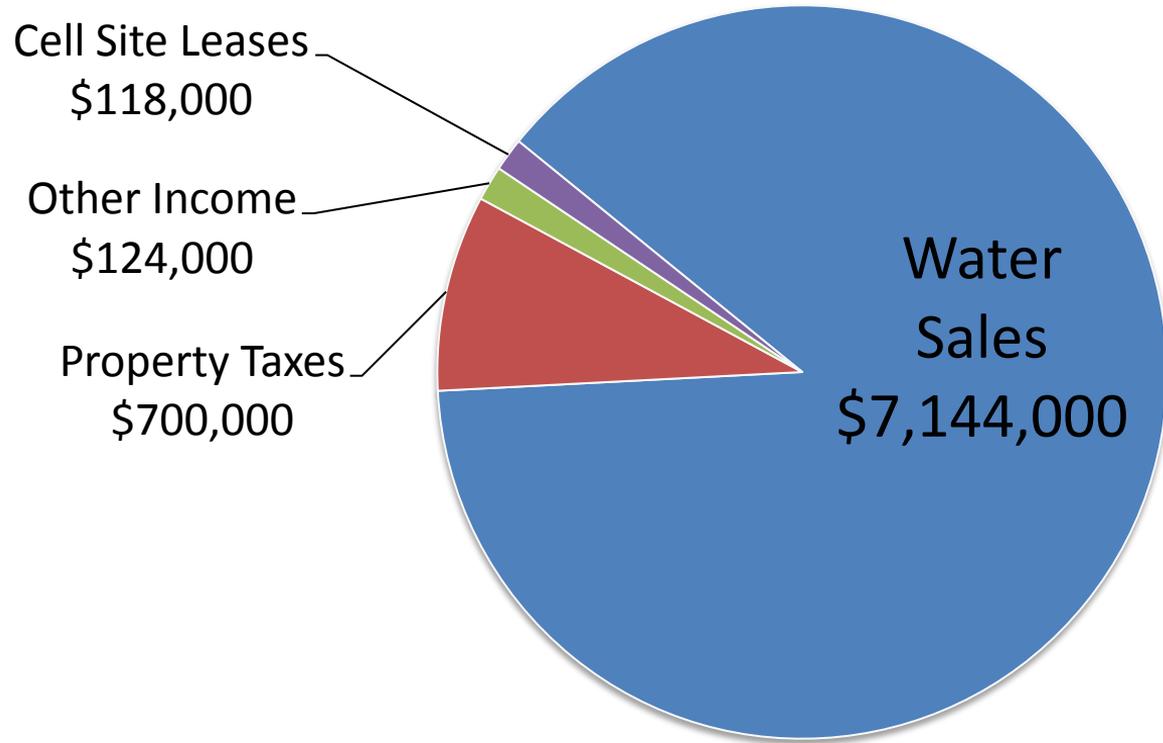
## Budget Presentation

April 10, 2012

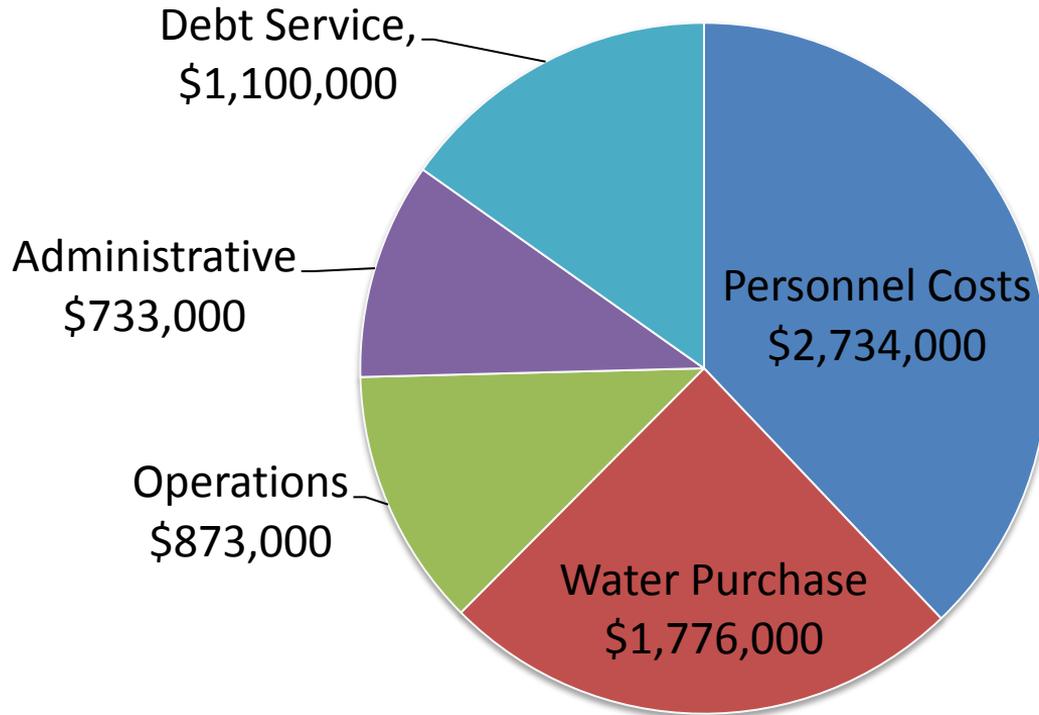
# FY 2012-2013 Budget Highlights

- \$8.1 Million Total Revenue
- \$7.1 Million Operating Revenue
- \$6.1 Million Operating Expense (1% increase)
- \$1.1 Million Debt Service
- \$869,000 Contribution to Capital & Reserves

# FY 2012-2013 Revenue Sources



# FY 2012-2013 Expenses

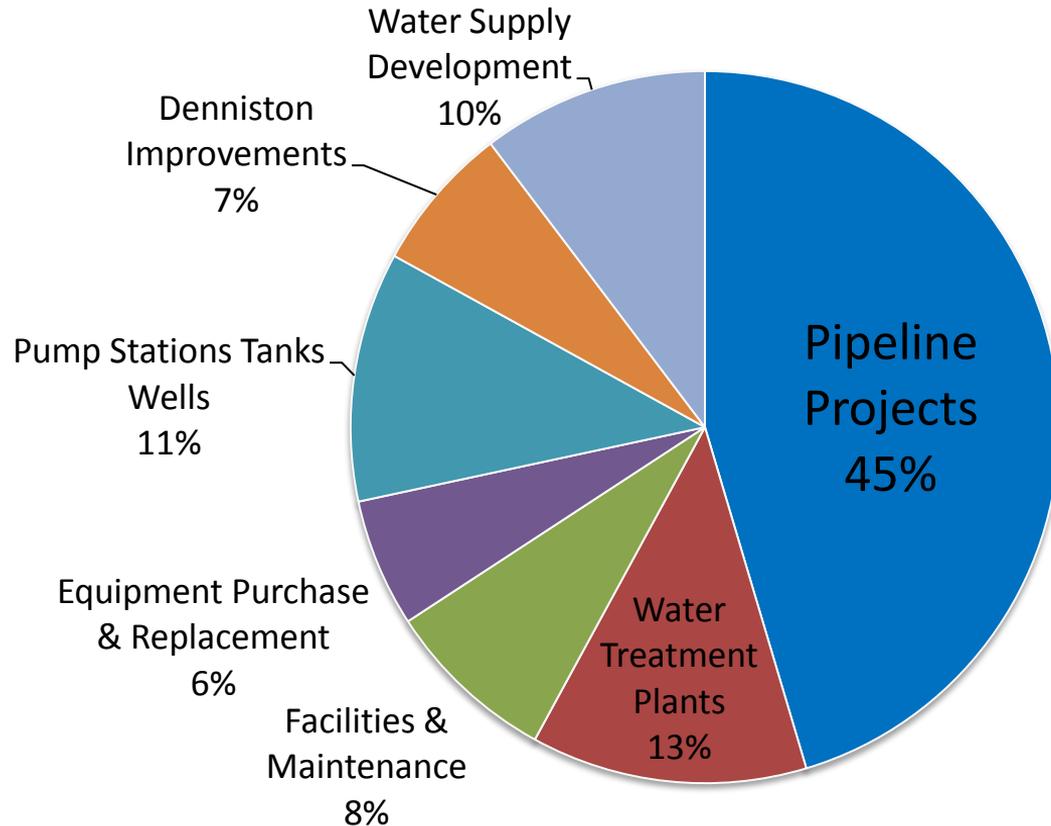


# FY12/13-21/22 CIP Highlights

- \$22.5 Million Total Project Cost (FY13 dollars)
- \$3.2 Million in New Projects
- \$4.9 Million Expenditure in FY12/13



# CIP Emphasizes Pipeline Replacement



Percentages of  
10-Year CIP Totals  
(FY13 Dollars)

# How We Determine the Proposed Rate Increase

Fiscal Year 2012-2013  
Revenue & Expense  
Budget

Fiscal Year 12/13-21/22  
Capital Improvement  
Program



## District Financing Plan Model 10-Year Projections

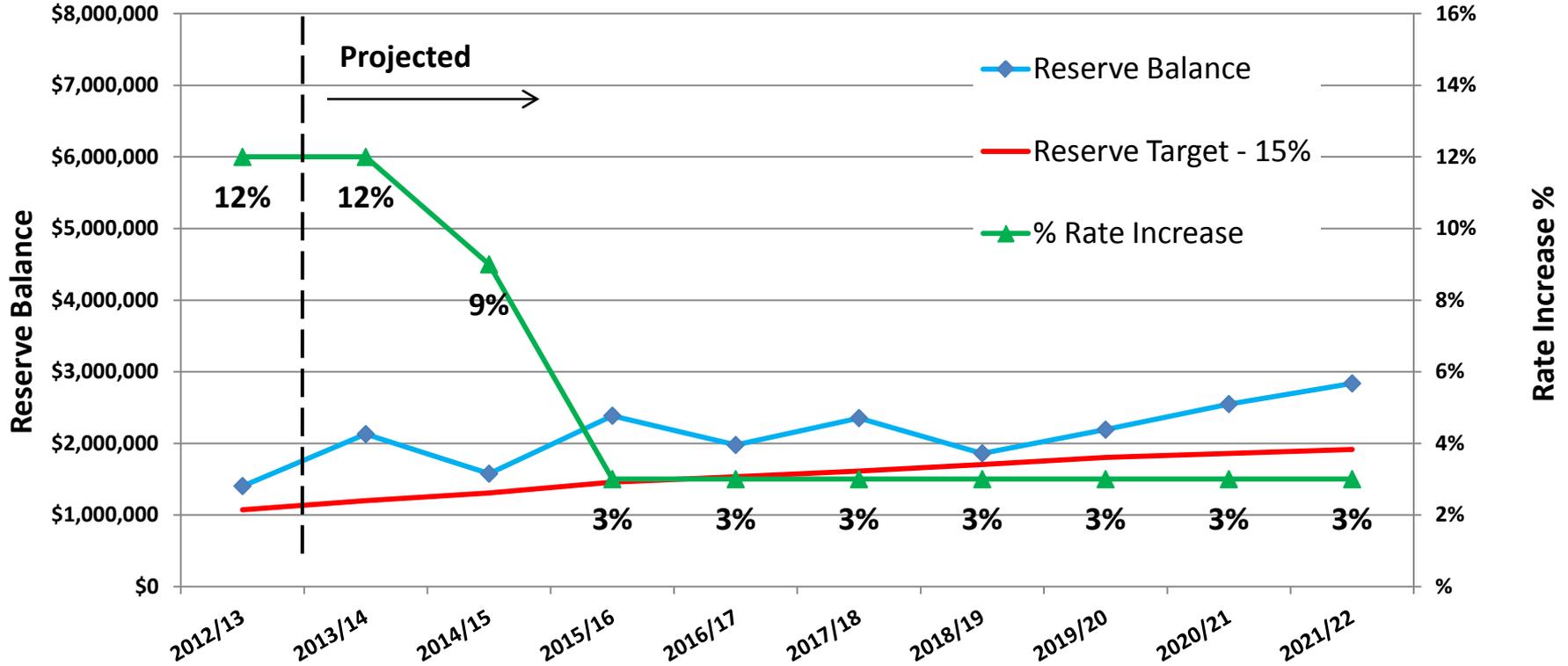
- Water Demand
- Water Production Sources
- Water Purchases
- SFPUC Rates & CCWD Discount
- Operating Revenue
- Non-Operating Revenue
- Operating Expenses
- Inflation – Expense & Capital
- Rate Increases
- Borrowing
- Reserve Balances



Fiscal Year 12/13-21/22

- Rate Increases
- Borrowing

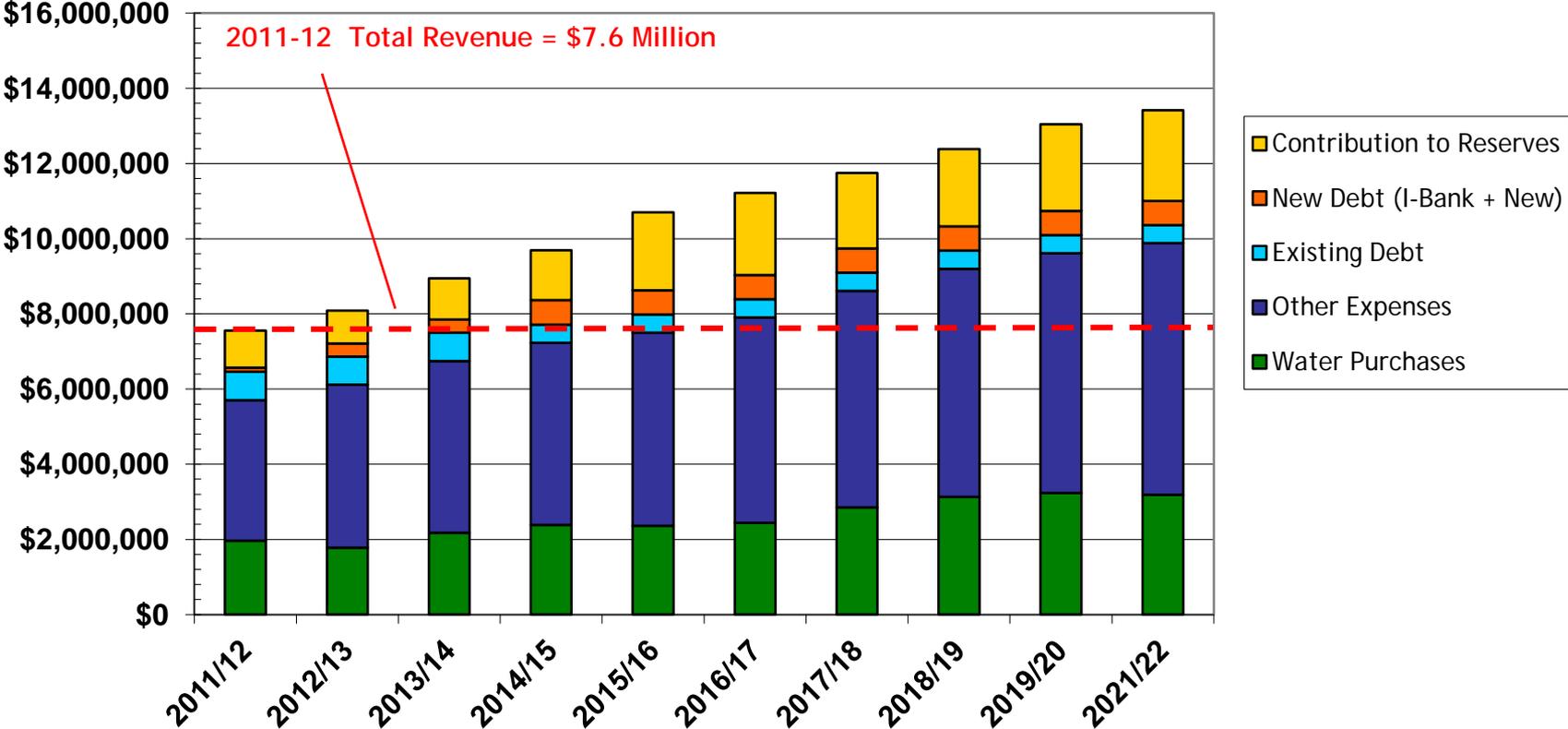
# Rate Increases Needed to Fund Budget & CIP



# Why Do We Need Rate Increases?

- Keep up with inflation
  - Operating Expenses
  - Construction Costs
- Comply with Increasing Regulation
- Maintain and Replace Infrastructure
- Secure an Adequate, Reliable Water Supply

# Projected Expenses

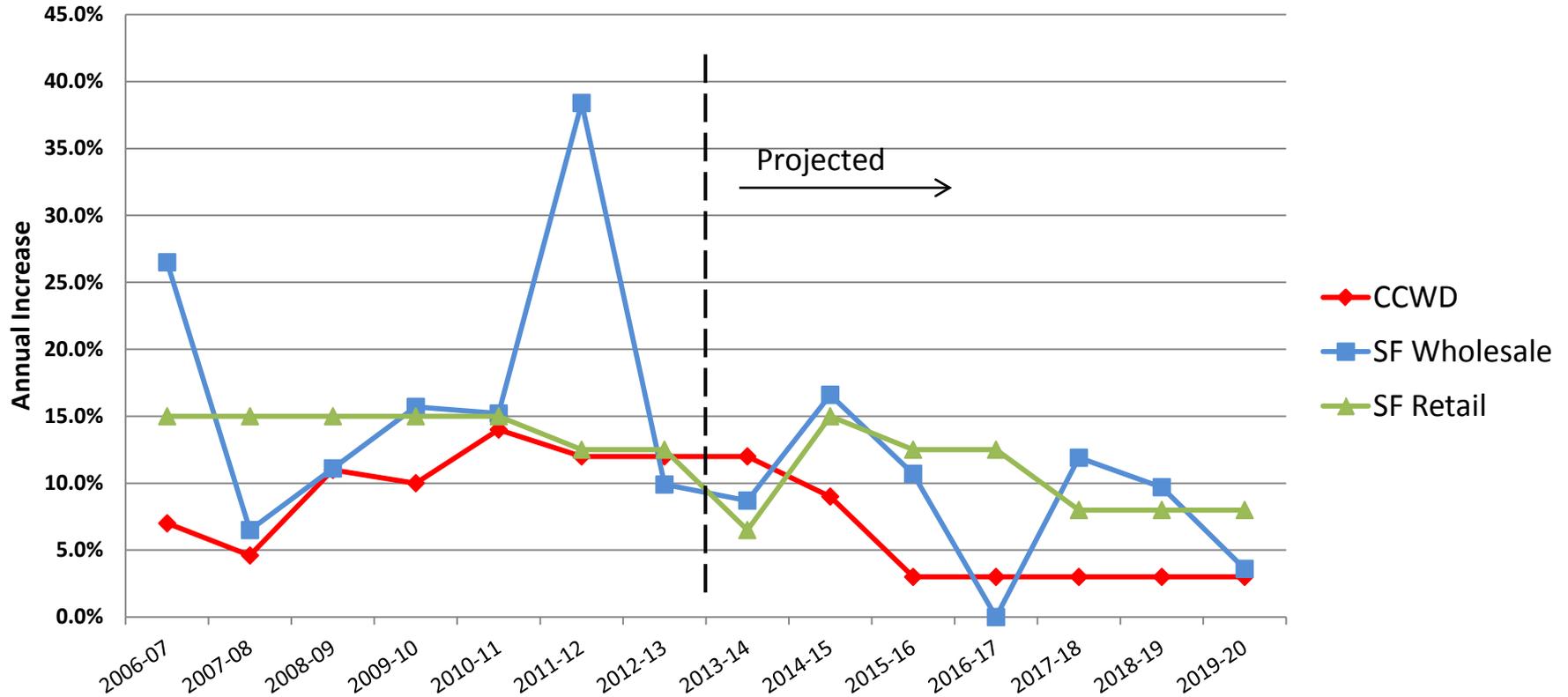


# What a 12% Increase Means for Typical Water Bills

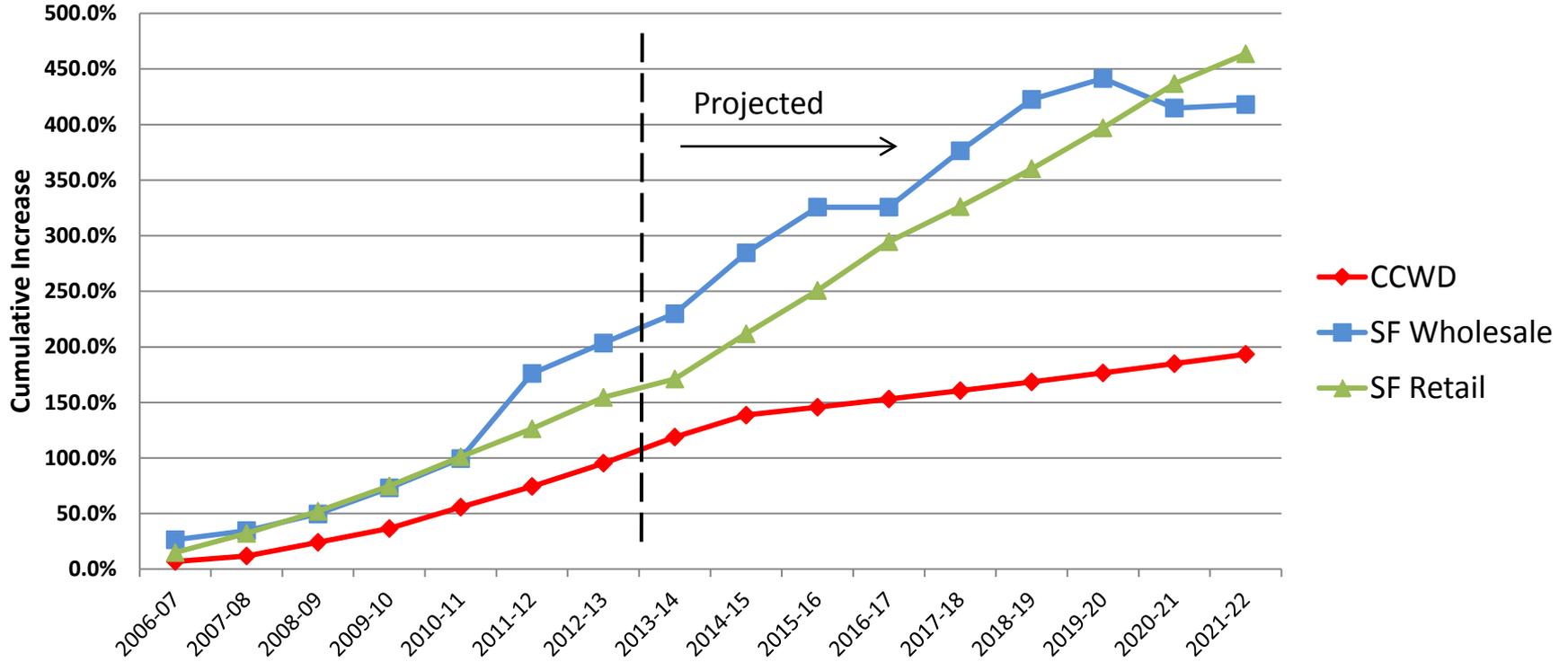
Bimonthly HCF	Current Monthly Bill	New Monthly Bill	Monthly Increase
14 (Median Bill)	\$52.03	\$58.26	\$6.23
5 (Low Bill)	\$27.91	\$31.25	\$3.34

---

# CCWD vs. SFPUC Annual Rate Increase



# CCWD vs. SFPUC Cumulative Increase



## How Could We Lower the FY13 Rate Increase?

- Lower operating costs – We're doing this now.
- Reduce FY13 increase, raise future increases
- Delay CIP Projects
- Eliminate CIP Projects
- Increase borrowing
- Sell more water

# How We Hold Down Operating Costs

- Hold headcount stable by doing more with the same staff
- Control future benefit costs
  - Created Tier 2 PERS for future employees
  - Increased employee contributions to retirement
  - Eliminated defined post-retirement medical benefits
- Focus on improving efficiency & reducing costs
  - Maximize use of local supplies
  - SFPUC treated water discount
  - Optimized electric rate schedules

# Revenue Impact of a Lower Increase

Rate Increase	10-Year Plan Revenue Reduction (2012 present value at 4%)
12% (base case)	\$0
11%	\$731,000
6%	\$4,391,000
0%	\$8,783,000

# Disadvantages of Delaying CIP Projects

- Projects still must be completed.
- Delays cost and water savings benefits
- Project costs increase due to
  - Construction cost inflation
  - Increased regulation
- Increases maintenance costs
- Decreases service reliability

# Investing in Our Water Future Makes Sense

## **\$10 Million Invested in Denniston/San Vicente Supply Project**

- Secures a local source that increases overall reliability
- Assures enough water to meet the District's needs
- Reduces dependence on imported water
- Produces water cost savings of \$56 Million over 30 years
- Delivers 15% annual ROI over 30 years

# Staff Recommendation

1. Set a public hearing on the proposed rate increase for June 12, 2012, 7 pm.
2. Approve Proposition 218 Notice of proposed rate increase of up to 12% effective July 1, 2012.

## Attachment C

Fiscal Year 2012/13 to 2021/22  
Capital Improvement Program

COASTSIDE COUNTY WATER DISTRICT  
 PLANNED CAPITAL PROJECTS  
 FISCAL YEARS 12/13 THRU 21/22

8-May-12

Origin FY	Number		Budget FY 11/12	Projected FY 11/12	Budget FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY13-22 Totals
<b>Budget Projects up Priority Level --&gt;</b>															
<b>PIPELINE PROJECTS - * Pending Further Pressure Testing</b>															
06	01	Avenue Cabrillo Phase I (Permitting/Design)	100,000	100,000		-					-	-			\$0
06	01	Avenue Cabrillo Phase I (Construction)	-		550,000		-	-	-	-	-	-			\$550,000
		Avenue Cabrillo Phase II (Construction)	-		-	-	246,000	-	-	-	-	-			\$246,000
		Avenue Cabrillo Phase III (Construction)	-		-	-	-	479,000	-	-	-	-			\$479,000
06	02	Highway #1 South Phase I / II			-	-	-	-		80,000	100,000	1,200,000			\$1,380,000
07	03	Pilarcitos Canyon Pipeline Replacement			100,000	1,000,000					-	-			\$1,100,000
07	04	Bell-Moon Pipeline Replacement Project	-							60,000	250,000	-			\$310,000
		* Main Street Pipeline Replacement Project - Phase 3	-		90,000	250,000		-			-	-			\$340,000
		* Bridgeport Drive Pipeline Replacement Project	-		-	-	-	-	110,000	840,000	-	-			\$950,000
		Railroad Ave. Pipeline Relocation			148,000										\$148,000
		Wave Valve Automation				30,000									\$30,000
		Crystal Springs Pipeline Air/Vacuum Relief Valves				20,000									\$20,000
13		Miramar Drive Pipeline Connection				50,000									\$50,000
13		Replace 8" Pipeline Under Creek at Pilarcitos Ave.				100,000									\$100,000
13		Avenue Portola Pipeline Replacement			100,000										\$100,000
12		Pipeline replacement projects							500,000		900,000		1,500,000	1,500,000	\$4,400,000
<b>WATER TREATMENT PLANTS</b>															
99	05	Denniston - Maintenance Dredging	30,000	20,000	31,000	32,000	33,000	34,000	35,000	36,000	37,000	37,000			\$275,000
13		Denniston Reservoir Restoration							1,000,000						\$1,000,000
10	02	Denniston - Intake construction			100,000							0			\$100,000
		Denniston - Treated Water Booster Station			200,000										\$200,000
13		Denniston WTP Emergency Power									500,000				\$500,000
10	04	Nunes - Floc Drive Repair	50,000	50,000								-			\$0
08	05	Nunes - Plant Painting	12,500									-			\$0
08	06	Nunes - Filter to Waste System							80,000			-			\$80,000
08	07	Nunes - Filter Valve Replacement	-		-	-	30,000	30,000	30,000	30,000	30,000	-			\$150,000
08	27	Nunes - Modify Filters for Rate of Flow Control			-				260,000		-	-			\$260,000
12		Nunes - Return Washwater Pump Replacement				25,000									\$25,000
12		Nunes - Hydropneumatic System Improvements	40,000	40,000											\$0
		Nunes - DR5000 Analyzer	8,000	4,000											\$0
		Nunes - Access Road Repaving				100,000									\$100,000
13		Nunes Flash Mixer			15,000										\$15,000
13		Nunes SCADA Integration			75,000										\$75,000
13		Nunes Sludge Ponds Level Indication			15,000										\$15,000
13		Nunes Replace Washwater Return Pump #2			25,000										\$25,000
13		Nunes Replace Sludge Ponds Sump Station Pump #2				10,000									\$10,000
<b>FACILITIES &amp; MAINTENANCE</b>															
09	07	AMR Program + Fixed Network	-		-	300,000	400,000	400,000	100,000		-	-			\$1,200,000
08	08	PRV Valves Replacement Project**	20,000	30,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000			\$160,000
99	01	Meter Change Program**	30,000	30,000	30,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000			\$170,000
09	09	Fire Hydrant Replacement**	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000			\$160,000
09	23	District Digital Mapping	75,000	40,000	50,000	25,000	-	-	-	-	-	-			\$75,000

**EQUIPMENT PURCHASE & REPLACEMENT**

99	02	Vehicle Replacement	-	-	-	-	-	30,000	30,000	30,000	30,000	-	-	\$120,000
99	03	Computer System	12,000	12,000	6,000	5,000	5,000	5,000	5,000	5,000	5,000	-	-	\$36,000
99	04	Office Equipment/Furniture	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	-	\$24,000
06	03	SCADA/Telemetry/electrical controls	750,000	-	750,000	150,000	-	-	-	-	-	-	-	\$900,000
08	09	Dump Truck	-	-	100,000	-	-	-	-	-	-	-	-	\$100,000
08	10	Backhoe	-	-	-	-	80,000	-	-	-	-	-	-	\$80,000
08	12	New Service Truck Box	-	-	-	50,000	-	-	-	-	-	-	-	\$50,000
		Billing System Upgrade	70,000	40,000	-	-	-	-	-	-	-	-	-	\$0

**PUMP STATIONS / TANKS / WELLS**

06	04	Hazen's Tank Replacement	-	-	-	280,000	-	-	-	-	-	-	-	\$280,000
		Crystal Springs Spare 350 HP pump	-	-	-	-	50,000	-	-	-	-	-	-	\$50,000
		Crystal Springs Rebuild spare 500 HP	-	-	25,000	-	-	-	-	-	-	-	-	\$25,000
12		Crystal Springs Surge Tank Control Improvements	-	-	30,000	-	-	-	-	-	-	-	-	\$30,000
		Crystal Springs Check Valve Replacement	25,000	14,000	25,000	-	-	-	-	-	-	-	-	\$25,000
		Crystal Springs stainless steel inlet valves	-	-	-	-	-	-	-	-	100,000	-	-	\$100,000
13		CSPS Spare Replacement Bowl for 350 HP	-	-	-	50,000	-	-	-	-	-	-	-	\$50,000
13		CSPS New Air Control for Surge Tank	-	-	50,000	-	-	-	-	-	-	-	-	\$50,000
06	05	Well Rehabilitation - Denniston #2	-	-	35,000	-	-	-	-	-	-	-	-	\$35,000
08	14	Alves Tank Recoating, Interior+Exterior	100,000	-	100,000	-	250,000	-	-	-	-	-	-	\$350,000
13		Alves Tank Altitude Valve	-	-	50,000	-	-	-	-	-	-	-	-	\$50,000
08	16	Cahill Tank Exterior Recoat	-	-	-	-	150,000	-	-	-	-	-	-	\$150,000
13		EG Tank #1 Emergency Generator	-	-	-	-	200,000	-	-	-	-	-	-	\$200,000
13		EG Tank #2 Electrical Panel Upgrade & Pump	-	-	50,000	-	-	-	-	-	-	-	-	\$50,000
08	17	EG Tank #2 Recoat + Ladder	200,000	-	200,000	-	-	-	-	-	-	-	-	\$200,000
12		EG Tank #2 MCC Repairs & Spare Pump	40,000	30,000	-	-	-	-	-	-	-	-	-	\$0
		EG Tank #2 Fence Replacement	25,000	-	25,000	-	-	-	-	-	-	-	-	\$25,000
08	18	EG Tank #3 Recoating Interior + Exterior	-	-	-	-	260,000	-	-	-	-	-	-	\$260,000
		EG Tank #3 Fence Replacement	25,000	18,000	-	-	-	-	-	-	-	-	-	\$0
		Miramar Tank Altitude Valve Replacement	-	-	-	30,000	-	-	-	-	-	-	-	\$30,000
		Miramar Tank Fence Replacement	25,000	25,000	-	-	-	-	-	-	-	-	-	\$0
		Half Moon Bay Tank #1 Int & Ext Recoat	300,000	300,000	-	-	-	-	-	-	-	-	-	\$0
		Half Moon Bay Tank #2 Int & Ext Recoat	-	-	-	-	-	-	-	200,000	-	-	-	\$200,000
		Half Moon Bay Tank #3 Int & Ext Recoat	-	-	-	-	-	-	-	-	-	200,000	-	\$200,000
		Pump Station Chlorine analyzer replacements (4)	10,000	10,000	10,000	10,000	-	-	-	-	-	-	-	\$20,000
09	18	New Pilarcitos Well	-	-	-	150,000	-	-	-	-	-	-	-	\$150,000
09	19	Pilarcitos Canyon Blending Station	100,000	55,000	20,000	-	-	-	-	-	-	-	-	\$20,000

**DENNISTON WTP (LONG-TERM) IMPROVEMENTS**

08	23	Denniston Pre/Post Treatment Construction	4,000,000	4,000,000	1,500,000	-	-	-	-	-	-	-	-	\$1,500,000
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**WATER SUPPLY DEVELOPMENT**

13		CCWD-MWSD Emergency Intertie - Planning	-	-	25,000	-	-	-	-	-	-	-	-	\$25,000
		San Vicente Design	300,000	-	300,000	-	-	-	-	-	-	-	-	\$300,000
		San Vicente Construction	-	-	-	2,000,000	-	-	-	-	-	-	-	\$2,000,000

Prior Year and Unscheduled Project Total 348,000

<b>TOTALS</b>			\$6,370,500	\$5,189,000	\$4,873,000	\$4,680,000	\$1,737,000	\$1,121,000	\$2,213,000	\$1,344,000	\$2,015,000	\$1,500,000	\$1,500,000	\$1,500,000	\$22,483,000
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FY12 Budget Totals			\$6,670,500		\$2,992,500	\$4,122,500	\$2,027,000	\$1,201,000	\$1,113,000	\$1,633,000	\$1,165,000	\$1,500,000	\$1,000,000		\$23,424,500
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## Attachment D

### Fiscal Year 2012-2013 Revenue and Expense Budget

**Operations & Maintenance Budget - FY 2012/2013**

**DRAFT**

Account Number	Description	Proposed	Approved	FY 12/13 Budget	FY 12/13	Proj Year End	FY 12/13 Budget	FY 12/13	YTD Actual FY 11/12 as of January 31, 2012
		Budget FY 12/13	FY 11/12	Vs. FY 11/12	Budget Vs. FY 11/12		Actual	Budget Vs. FY 11/12	
			Budget	\$ Change	% Change	Actual FY 11/12	\$ Change	% Change	
<b>OPERATING REVENUE</b>									
4120	Water Sales (1) *	\$7,144,110	\$6,549,402	\$594,708	9.1%	\$6,378,669	\$765,440	12.0%	\$3,738,536
<b>Total Operating Revenue</b>		<b>\$7,144,110</b>	<b>\$6,549,402</b>	<b>\$594,708</b>	<b>9.1%</b>	<b>\$6,378,669</b>	<b>\$765,440</b>	<b>12.0%</b>	<b>\$3,738,536</b>
<b>NON-OPERATING REVENUE</b>									
4170	Hydrant Sales	\$25,000	\$25,000	\$0	0.0%	\$29,883	-\$4,883	-16.3%	\$17,883
4180	Late Penalty	\$50,000	\$50,000	\$0	0.0%	\$60,713	-\$10,713	-17.6%	\$35,713
4230	Service Connections	\$8,000	\$8,000	\$0	0.0%	\$7,030	\$970	13.8%	\$4,530
4920	Interest Earned	\$3,540	\$7,423	-\$3,883	-52.3%	\$4,841	-\$1,301	-26.9%	\$4,041
4930	Property Taxes	\$600,000	\$600,000	\$0	0.0%	\$655,508	-\$55,508	-8.5%	\$355,508
4950	Miscellaneous	\$37,000	\$37,000	\$0	0.0%	\$45,026	-\$8,026	-17.8%	\$26,526
4955	Cell Site Lease Income	\$117,524	\$113,892	\$3,632	3.2%	\$110,846	\$6,678	6.0%	\$62,846
4965	ERAF Refund	\$100,000	\$100,000	\$0	0.0%	\$261,256	-\$161,256	-61.7%	\$261,256
<b>Total Non-Operating Revenue</b>		<b>\$941,064</b>	<b>\$941,315</b>	<b>-\$251</b>	<b>0.0%</b>	<b>\$1,175,102</b>	<b>-\$234,038</b>	<b>-19.9%</b>	<b>\$768,302</b>
<b>TOTAL REVENUES</b>		<b>\$8,085,174</b>	<b>\$7,490,717</b>	<b>\$594,457</b>	<b>7.9%</b>	<b>\$7,553,772</b>	<b>\$531,402</b>	<b>7.0%</b>	<b>\$4,506,839</b>
<b>OPERATING EXPENSES</b>									
5130	Water Purchased	\$1,776,051	\$2,059,548	-\$283,497	-13.8%	\$1,964,107	-\$188,055	-9.6%	\$1,146,107
5230	Electrical Exp. Nunes WTP	\$23,000	\$25,000	-\$2,000	-8.0%	\$23,000	\$0	0.0%	\$13,320
5231	Electrical Expenses, CSP	\$215,207	\$127,434	\$87,773	68.9%	\$107,832	\$107,375	99.6%	\$47,832
5232	Electrical Expenses/Trans. & Dist.	\$11,300	\$14,000	-\$2,700	-19.3%	\$10,243	\$1,057	10.3%	\$5,975
5233	Elec Exp/Pilarcitos Cyn	\$17,444	\$16,162	\$1,282	7.9%	\$11,744	\$5,700	48.5%	\$4,744
5234	Electrical Exp., Denn	\$93,000	\$5,940	\$87,060	1465.7%	\$4,043	\$88,957	2200.2%	\$2,749
5235	Denn. WTP Oper.	\$25,000	\$3,000	\$22,000	733.3%	\$2,823	\$22,177	785.6%	\$1,623
5236	Denn WTP Maint	\$37,000	\$5,000	\$32,000	640.0%	\$1,013	\$35,987	3553.2%	\$413
5240	Nunes WTP Oper	\$98,212	\$70,908	\$27,304	38.5%	\$113,680	-\$15,468	-13.6%	\$65,930
5241	Nunes WTP Maint	\$40,000	\$38,000	\$2,000	5.3%	\$41,885	-\$1,885	-4.5%	\$24,294
5242	CSP - Operation	\$8,500	\$8,500	\$0	0.0%	\$8,565	-\$65	-0.8%	\$4,968
5243	CSP - Maintenance	\$40,000	\$50,000	-\$10,000	-20.0%	\$42,867	-\$2,867	-6.7%	\$12,867
5250	Laboratory Expenses	\$50,000	\$35,000	\$15,000	42.9%	\$28,678	\$21,322	74.4%	\$16,633
5318	Studies/Surveys/Consulting	\$68,000	\$45,000	\$23,000	51.1%	\$23,998	\$44,003	183.4%	\$13,998
5321	Water Conservation	\$74,200	\$62,350	\$11,850	19.0%	\$50,478	\$23,722	47.0%	\$30,478
5322	Community Outreach	\$35,200	\$26,200	\$9,000	34.4%	\$28,824	\$6,376	22.1%	\$3,824
5411	Salaries - Field	\$985,319	\$958,326	\$26,993	2.8%	\$929,051	\$56,268	6.1%	\$499,051
5412	Maintenance Expenses	\$163,800	\$192,500	-\$28,700	-14.9%	\$141,524	\$22,276	15.7%	\$82,084
5414	Motor Vehicle Exp.	\$44,650	\$44,500	\$150	0.3%	\$60,391	-\$15,741	-26.1%	\$39,391
5415	Maintenance, Wells	\$6,000	\$6,000	\$0	0.0%	\$0	\$6,000	0.0%	\$0
5610	Salaries, Admin.	\$662,724	\$644,904	\$17,820	2.8%	\$578,346	\$84,378	14.6%	\$328,346
5620	Office Expenses	\$130,625	\$119,375	\$11,250	9.4%	\$141,742	-\$11,117	-7.8%	\$71,742
5621	Computer Services	\$75,000	\$67,650	\$7,350	10.9%	\$69,350	\$5,650	8.1%	\$24,350
5625	Meetings/Training/Seminars	\$20,000	\$18,000	\$2,000	11.1%	\$15,223	\$4,777	31.4%	\$10,223
5630	Insurance	\$125,000	\$125,000	\$0	0.0%	\$137,533	-\$12,533	-9.1%	\$107,533
5635	Ee/Ret Medical Insurance	\$451,882	\$438,607	\$13,275	3.0%	\$423,847	\$28,035	6.6%	\$212,847
5640	Employee Retirement	\$486,569	\$462,627	\$23,942	5.2%	\$436,423	\$50,145	11.5%	\$242,423
5645	SIP 401a Plan	\$30,000	\$30,000	\$0	0.0%	\$30,000	\$0	0.0%	\$0
5681	Legal	\$60,000	\$60,000	\$0	0.0%	\$42,852	\$17,148	40.0%	\$18,852
5682	Engineering	\$14,000	\$14,000	\$0	0.0%	\$10,412	\$3,588	34.5%	\$4,412
5683	Financial Services	\$26,000	\$31,000	-\$5,000	-16.1%	\$26,690	-\$690	-2.6%	\$16,690
5684	Payroll Taxes	\$117,867	\$114,658	\$3,209	2.8%	\$103,708	\$14,158	13.7%	\$55,708
5687	Memberships & Subscriptions	\$64,400	\$57,950	\$6,450	11.1%	\$61,630	\$2,770	4.5%	\$36,630
5688	Election Expense	\$0	\$25,000	-\$25,000	0.0%	\$0	\$0	0.0%	\$0
5689	Union Expenses	\$6,000	\$6,000	\$0	0.0%	\$0	\$6,000	0.0%	\$0
5700	County Fees	\$15,900	\$16,200	-\$300	-1.9%	\$13,742	\$2,158	15.7%	\$13,142
5705	State Fees	\$18,600	\$19,400	-\$800	-4.1%	\$17,338	\$1,262	7.3%	\$17,338
<b>Total Operating Expenses</b>		<b>\$6,116,450</b>	<b>\$6,043,739</b>	<b>\$72,711</b>	<b>1.2%</b>	<b>\$5,703,581</b>	<b>\$412,869</b>	<b>7.2%</b>	<b>\$3,176,516</b>
<b>CAPITAL ACCOUNTS</b>									
5711	Existing Bonds - 1998A	\$265,273	\$267,993	-\$2,721	-1.0%	\$267,992	-\$2,720	-1.0%	\$254,610
5712	Existing Bonds - 2006B	\$481,296	\$483,281	-\$1,985	-0.4%	\$486,571	-\$5,275	-1.1%	\$339,141
5715	Existing Bond-CIEDB 11-099	\$353,641	\$0	\$353,641	0.0%	\$115,553	\$238,088	206.0%	\$115,553
<b>Total Capital Accounts</b>		<b>\$1,100,209</b>	<b>\$751,274</b>	<b>\$348,935</b>	<b>46.4%</b>	<b>\$870,116</b>	<b>\$230,093</b>	<b>26.4%</b>	<b>\$709,304</b>
<b>TOTAL REVENUE LESS TOTAL EXPENSE</b>		<b>\$868,515</b>	<b>\$695,704</b>	<b>\$172,811</b>	<b>24.8%</b>	<b>\$980,075</b>	<b>-\$111,560</b>	<b>-11.4%</b>	<b>\$621,019</b>
5713	Cont. to CIP & Reserves	\$868,515							

**Notes:**

(1) Water sales revenue calculated by applying rate increase to projected year-end sales.

\* Assumes 12% rate increase

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">4120</span> Description: <span style="margin-left: 20px;">Water Sales</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2012</span>	3,738,536
PROJECTED ACTIVITY to END of FY:	2,640,133
Projected YEAR END TOTAL:	6,378,669

<b>PROPOSED Line Item Amount:</b>	<b>\$7,144,110</b> *
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>6,549,402</b>
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% Change Actual Year End compared to Proposed Line item amount.	12.0%
% Change to Previous Year Budget	9.1%
Dollar difference between proposed budget & current budget	594,708

**NARRATIVE:** See Worksheet 4120 A for calculations

Water sales revenues are not expected to increase during the next fiscal year due to new customers coming on line. The projection is that there will be approximately 35 new connections Increased Consumer awareness in the third year of drought will keep consumption to levels seen in FY 11/12.

\* - Assumes a 12% Increase

**Spread:**

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

Fiscal Year 2012/2013 Water Sales Projections

MONTH	a	b	c	d	e	f	g	h	i	j		Proposed FY 12/13 \$ Budget
	Res. hcf 11/12	Res. hcf 12/13	Other hcf 11/12	Other hcf 12/13	TOTAL Units 11/12	TOTAL Units 12/13	Per Cent Diff 11 v. 12 dif	Residential \$ Projected 12/13	Other \$ Projected \$7.65/hcf	Base Charge 11/12	Base Charge 12/13	
	Actual	Budget	Actual	Budget	Actual	Budget				Actual	Budget	
Jul-11	33,876	33,876	36,114	36,114	69,990	69,990	0.0%	\$ 219,178	\$ 276,272	\$94,565	\$105,913	\$ 601,363
Aug-11	59,638	59,638	25,892	25,892	85,530	85,530	0.0%	\$ 385,858	\$ 198,074	\$127,282	\$142,555	\$ 726,487
Sep-11	32,560	32,560	42,743	42,743	75,303	75,303	0.0%	\$ 210,663	\$ 326,984	\$99,332	\$111,252	\$ 648,899
Oct-11	59,705	59,705	29,364	29,364	89,069	89,069	0.0%	\$ 386,291	\$ 224,635	\$128,034	\$143,398	\$ 754,324
Nov-11	27,091	27,091	33,762	33,762	60,853	60,853	0.0%	\$ 175,279	\$ 258,279	\$99,596	\$111,547	\$ 545,105
Dec-11	42,078	42,078	17,139	17,139	59,217	59,217	0.0%	\$ 272,245	\$ 131,113	\$128,337	\$143,738	\$ 547,096
Jan-12	26,144	26,144	25,789	25,789	51,933	51,933	0.0%	\$ 169,152	\$ 197,286	\$99,401	\$111,329	\$ 477,767
<b>Feb-12</b>	<b>44,251</b>	<b>44,251</b>	<b>17,647</b>	<b>17,647</b>	<b>61,898</b>	<b>61,898</b>	<b>0.0%</b>	<b>\$ 286,304</b>	<b>\$ 135,000</b>	<b>\$99,000</b>	\$110,880	\$ 532,183
<b>Mar-12</b>	<b>24,064</b>	<b>24,064</b>	<b>28,075</b>	<b>28,075</b>	<b>52,139</b>	<b>52,139</b>	<b>0.0%</b>	<b>\$ 155,694</b>	<b>\$ 214,774</b>	<b>\$128,000</b>	\$143,360	\$ 513,828
<b>Apr-12</b>	<b>41,444</b>	<b>41,444</b>	<b>19,519</b>	<b>19,519</b>	<b>60,963</b>	<b>60,963</b>	<b>0.0%</b>	<b>\$ 268,143</b>	<b>\$ 149,320</b>	<b>\$99,000</b>	\$110,880	\$ 528,343
<b>May-12</b>	<b>28,075</b>	<b>28,075</b>	<b>40,508</b>	<b>40,508</b>	<b>68,583</b>	<b>68,583</b>	<b>0.0%</b>	<b>\$ 181,645</b>	<b>\$ 309,886</b>	<b>\$128,000</b>	\$143,360	\$ 634,891
<b>Jun-12</b>	<b>55,794</b>	<b>55,794</b>	<b>33,422</b>	<b>33,422</b>	<b>89,216</b>	<b>89,216</b>	<b>0.0%</b>	<b>\$ 360,987</b>	<b>\$ 255,678</b>	<b>\$99,000</b>	\$110,880	\$ 727,545
<b>TOTAL</b>	<b>474,720</b>	<b>474,720</b>	<b>349,974</b>	<b>349,974</b>	<b>824,694</b>	<b>824,694</b>	<b>0.0%</b>	<b>\$ 3,071,438</b>	<b>\$ 2,677,301</b>	<b>\$1,329,547</b>	<b>\$1,489,092</b>	<b>\$ 7,237,831</b>

Average Residential Charge per Unit  
\$6.47

Commercial Charge per Unit  
\$7.65

**\$ 7,237,831**

FACTORS TO BE CONSIDERED

- 1 Superintendent projects a 50 MG purchase from Skylawn for next fiscal year
- 2 Anticipation of approximately 35 new connections next year.
- 3 April - June - Predicted Base on following:  
Actual Sales / Predicted Sales (Jul - Feb)

Residential = 0.91

Other = 1.242

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

Residential Units	FY 11/12	12.0% FY 12/13	Base Charge		
			FY 11/12	12.0% FY 12/13	
			5/8"	\$30.72	\$34.41
			5/8" / 2 dwelling units	\$67.57	\$75.68
1 - 8	\$5.02	\$5.62	3/4"	\$46.18	\$51.72
9 - 25	\$5.53	\$6.19	3/4" / 2 dwelling units	\$92.41	\$103.50
26 - 40	\$7.19	\$8.05	1"	\$76.97	\$86.21
41 +	\$8.88	\$9.95	1.5"	\$148.64	\$166.48
			2.0"	\$246.34	\$275.90
<b>Commercial</b>	<b>\$6.83</b>	<b>\$7.65</b>	3"	\$538.90	\$603.57
			4"	\$1,847.89	\$2,069.64
			<b>Fire Detector</b>	<b>\$6.72</b>	<b>\$7.53</b>

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">4170</span> <span style="margin-left: 100px;">Description: Hydrant Sales</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2012</span>	17,883
PROJECTED ACTIVITY to END of FY:	12,000
Projected YEAR END TOTAL:	29,883
<b>PROPOSED Line Item Amount:</b>	<b>25,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	25,000
<b>% Change Actual Year End compared to Proposed Line item amount.</b>	<b>(16.3%)</b>
<b>% Change to Previous Year Budget</b>	<b>0.0%</b>
Dollar difference between proposed budget & current budget	0

**NARRATIVE:**

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

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2012/2013**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">4180</span> Description: <span style="margin-left: 50px;">Late Penalty</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2012</span>	35,713
PROJECTED ACTIVITY to END of FY:	25,000
Projected YEAR END TOTAL:	60,713
<b>PROPOSED Line Item Amount:</b>	<b>50,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	50,000
% Change Actual Year End compared to Proposed Line item amount.	(17.6%)
% Change to Previous Year Budget	100.0%
Dollar difference between proposed budget & current budget	0
<b>NARRATIVE:</b>	

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2012/2013**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">4230</span> Description: <span style="float: right;">Service Connections</span>	
Actual Amount As Of: 31-Jan 2011	4,530
PROJECTED ACTIVITY to END of FY:	2,500
Projected YEAR END TOTAL:	7,030
<b>PROPOSED Line Item Amount:</b>	<b>8,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	8,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	13.8%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

**NARRATIVE:**

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

Labor	\$8,000
<b>TOTAL</b>	<b>\$8,000</b>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">4920</span> Description: <span style="float: right;">Interest Earned</span>	
Actual Amount As Of: 31-Jan 2012	4,041
PROJECTED ACTIVITY to END of FY:	800
Projected YEAR END TOTAL:	4,841
<b>PROPOSED Line Item Amount:</b>	<b>\$ 3,540</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	7,423
% Change Actual Year End compared to Proposed Line item amount.	(26.9%)
% Change to Previous Year Budget	(52.3%)
Dollar difference between proposed budget & current budget	-3,883

**NARRATIVE:**

Interest income is derived from cash on deposit with LAIF.

Cash on Deposit	Balance	Less CSP \$							
	1,011,454	0	1,011,454	x	0.35%	=	\$	3,540	

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">4930</span> Description: <span style="margin-left: 20px;">Property Taxes</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2012</span>	355,508
PROJECTED ACTIVITY to END of FY:	300,000
Projected YEAR END TOTAL:	655,508
<b>PROPOSED Line Item Amount:</b>	<b>600,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	600,000
% Change Actual Year End compared to Proposed Line item amount.	(8.5%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

**NARRATIVE:**

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

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">4950</span> Description: <span style="float: right;">Miscellaneous</span>	
Actual Amount As Of: 31-Jan 2012	26,526
PROJECTED ACTIVITY to END of FY:	18,500
Projected YEAR END TOTAL:	45,026
<b>PROPOSED Line Item Amount:</b>	<b>37,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	37,000
% Change Actual Year End compared to Proposed Line item amount.	(17.8%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

**NARRATIVE:**

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

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

	<b>FY 12/13</b>
Skylawn	25,000
Miscellaneous	12,000
	37,000

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">4955</span> Description: <span style="margin-left: 50px;">Cell Site Lease Income</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2012</span>	62,846
PROJECTED ACTIVITY to END of FY:	48,000
Projected YEAR END TOTAL:	110,846
<b>PROPOSED Line Item Amount:</b>	<b>117,524</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	113,892
% Change Actual Year End compared to Proposed Line item amount.	6.0%
% Change to Previous Year Budget	3.2%
Dollar difference between proposed budget & current budget	3,632

**NARRATIVE:**

Revenue from Cell Site Leasing

<u>Sub-Account</u>	<u>FY 12/13</u>
Sprint Spectrum Lease (Carter Hill)	22,424
Sprint Spectrum Lease (Alves Tank)	20,700
Metro PCS (Miramontes Tank)	24,300
Metro PCS (Miramar Tank)	24,300
Verizon (Nunes WTP)	25,800
	117,524

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">4965</span> Description: ERAF Refund	
Actual Amount As Of: 31-Jan 2012	261,256
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	261,256
<b>PROPOSED Line Item Amount:</b>	<b>100,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	100,000
<b>% Change Actual Year End compared to Proposed Line item amount.</b>	<b>(61.7%)</b>
<b>% Change to Previous Year Budget</b>	<b>0.0%</b>
Dollar difference between proposed budget & current budget	0

**NARRATIVE:**

Educational Revenue Augmentation Fund (ERAF). ERAF was established in 1992 to redirect property tax revenues from cities, counties and special districts to public education programs. Once the school districts & programs are paid the maximum allowable under law, the law requires the excess to be refunded to the local taxing jurisdiction that contributed to ERAF.

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5130</span> Description: <span style="margin-left: 20px;">Water Purchased</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2012</span>	1,146,107
PROJECTED ACTIVITY to END of FY:	818,000
Projected YEAR END TOTAL:	1,964,107
<b>PROPOSED Line Item Amount:</b>	<b>1,776,051</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	2,059,548
% Change Actual Year End compared to Proposed Line item amount.	(9.6%)
% Change to Previous Year Budget	(13.8%)
Dollar difference between proposed budget & current budget	-283,497

**NARRATIVE:**

See worksheet 5130 A

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

Water rates will increase approximately 10% from the SFWD this year. Cost per hcf \$2.66

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

PRODUCTION & PUMPING SCHEDULE FY 2012/2013

	Denniston Surface		Denniston Wells		Pilarcitos Wells		SFWD Pilarcitos-Crystal Springs				SFWD Total		TOTAL PRODUCTION		SFWD COST
	FY 11/12	FY 12/13	FY 11/12	FY 12/13	FY 11/12	FY 12/13	Pilarcitos		CSP		FY 11/12	FY 12/13	FY 11/12	FY 12/13	**2.66/hcf
	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	hcf	Actual hcf	Plan	Plan
Jul-11	0	0	0	0	0	0	83,755	80,908	1,376	0	85,131	80,908	85,131	80,908	\$215,215
Aug-11	0	0	0	0	0	0	82,005	98,873	8,533	0	90,538	98,873	90,538	98,873	\$263,002
Sep-11	0	0	0	0	0	0	91,635	40,741	6,436	46,310	98,071	87,051	98,071	87,051	\$231,556
Oct-11	0	0	0	0	0	0	45,936	15,198	6,237	77,967	52,173	93,165	52,173	93,165	\$247,819
Nov-11	0	8,341	0	3,210	14,780	13,000	29,251		31,390	39,101	60,641	39,101	75,421	63,652	\$104,009
Dec-11	0	15,288	0	3,500	9,625	13,000	36,123		22,487	30,745	58,610	30,745	68,235	62,533	\$81,782
Jan-12	0	22,039	0	3,500	7,981	14,000	0		43,061	15,874	43,061	15,874	51,042	55,413	\$42,225
<b>Feb-12</b>	<b>0</b>	<b>22,039</b>	<b>0</b>	<b>3,500</b>	<b>10,000</b>	<b>16,000</b>	<b>0</b>		<b>45,662</b>	<b>24,506</b>	45,662	24,506	55,662	66,045	\$65,186
<b>Mar-12</b>	<b>0</b>	<b>21,797</b>	<b>0</b>	<b>3,500</b>	<b>18,500</b>	<b>19,000</b>	<b>0</b>	<b>11,335</b>	<b>32,305</b>	<b>0</b>	32,305	11,335	50,805	55,632	\$30,151
<b>Apr-12</b>	<b>0</b>	<b>22,039</b>	<b>0</b>	<b>3,500</b>	<b>0</b>	<b>0</b>	<b>70,456</b>	<b>33,839</b>	<b>0</b>	<b>0</b>	70,456	33,839	70,456	59,378	\$90,012
<b>May-12</b>	<b>0</b>	<b>17,434</b>	<b>0</b>	<b>3,500</b>	<b>0</b>	<b>0</b>	<b>84,171</b>	<b>45,866</b>	<b>0</b>	<b>0</b>	84,171	45,866	84,171	66,800	\$122,004
<b>Jun-12</b>	<b>0</b>	<b>7,566</b>	<b>0</b>	<b>3,500</b>	<b>0</b>	<b>0</b>	<b>86,611</b>	<b>75,830</b>	<b>0</b>	<b>0</b>	86,611	75,830	86,611	86,896	\$201,708
hcf Totals	0	136,543	0	27,710	60,886	75,000	609,943	402,590	197,487	234,503	807,430	637,093	868,316	876,346	\$1,694,667
MG Totals	0.00	102.13	0.00	20.73	45.54	56.10	456.24	301.14	147.72	175.41	603.96	476.55	649.50	655.51	

Base Charge **\$81,384**

Grand Total **\$1,776,051**

Note: Bold numbers in actual columns are estimates

Expect 72,608 hcf of estimated unmetered water (leaks, plant use, flow tests, etc...) for FY 11/12  
7.4% unaccountable water

\*\* - The San Francisco Wholesale rate is the total of \$2.89 less the untreated water of \$.23.

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5230</span> Description: <span style="margin-left: 50px;">Electrical Exp. Nunes WTP</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2012</span>	13,320
PROJECTED ACTIVITY to END of FY:	9,680
Projected YEAR END TOTAL:	23,000
<b>PROPOSED Line Item Amount:</b>	<b>23,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	25,000
% Change Actual Year End compared to Proposed Line item amount.	0.0%
% Change to Previous Year Budget	(8.0%)
Dollar difference between proposed budget & current budget	-2,000

**NARRATIVE:**

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

**FY 12/13**

PG&E \$23,000

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5231</span> Description: <span style="margin-left: 20px;">Electrical Expenses, CSP</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2012</span>	47,832
PROJECTED ACTIVITY to END of FY:	60,000
Projected YEAR END TOTAL:	107,832

<b>PROPOSED Line Item Amount:</b>	<b>215,207</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	127,434
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	99.6%
% Change to Previous Year Budget	68.9%
Dollar difference between proposed budget & current budget	87,773

**NARRATIVE:**

Skylawn is estimated to purchase 50 million gallons when we are not running Crystal Springs. Denniston back on line.

	hcf	rate to pump 1 unit of water				
Pumping charges - electrical	234,503	0.770	=	\$	180,567	
Non-pumping electrical				\$	10,000	
Skylawn Pumping Expenses	32,000	0.770	=	\$	24,640	
TOTAL				\$	215,207	

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5232</span> Description: <span style="margin-left: 20px;">Electrical Expenses/Trans. &amp; Dist.</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2012</span>	5,975
PROJECTED ACTIVITY to END of FY:	4,268
Projected YEAR END TOTAL:	10,243
<b>PROPOSED Line Item Amount:</b>	<b>11,300</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	14,000
% Change Actual Year End compared to Proposed Line item amount.	10.3%
% Change to Previous Year Budget	(19.3%)
Dollar difference between proposed budget & current budget	-2,700

**NARRATIVE:**

	FY 12/13
Granada #1	\$4,000
Granada #2	\$2,500
Granada #3	\$1,200
Alves Pump Station	\$3,200
Miramontes Tank	\$400
TOTAL	\$11,300

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5233</span> Description: Elec Exp/Pilarcitos Cyn	
Actual Amount As Of: 31-Jan 2012	4,744
PROJECTED ACTIVITY to END of FY:	7,000
Projected YEAR END TOTAL:	11,744

<b>PROPOSED Line Item Amount:</b>	<b>17,444</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	16,162
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	48.5%
% Change to Previous Year Budget	7.9%
Dollar difference between proposed budget & current budget	1,282

**NARRATIVE:**

Assumes sufficient rain in October to pump Pilarcitos Wells in November.  
Assumes 75,000 units of production, at an energy cost of \$0.29 per unit.

Wells #1 & 3	\$	5,585	Well #4	\$	3,750
Well #2	\$	255	Well #4A	\$	3,750
Well #3A	\$	255	Well #5	\$	3,193
Carter Hill	\$	256	Telemeter	\$	200
<b>TOTAL</b>			Blending Station	\$	200
			<b>Total</b>	<b>\$</b>	<b>17,444</b>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5234</span> Description: Electrical Exp., Denn	
Actual Amount As Of: 31-Jan 2012	2,749
PROJECTED ACTIVITY to END of FY:	1,294
Projected YEAR END TOTAL:	4,043
<b>PROPOSED Line Item Amount:</b>	<b>93,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	5,940
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	2200.2%
% Change to Previous Year Budget	1465.7%
Dollar difference between proposed budget & current budget	87,060

**NARRATIVE:**

Projected to have Denniston back on line and running during FY 12/13

	<b>FY 12/13</b>
Denn Pump Station	\$65,000
Denn Well #1	\$1,000
Denn Well #2,3,4	\$4,000
Denn Well #5	\$1,000
Denn Well #9	\$12,000
Denn WTP	\$8,000
WWR System	\$2,000
TOTAL	<u><u>\$93,000</u></u>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5235</span> Description: <span style="float: right;">Denn. WTP Oper.</span>	
Actual Amount As Of: 31-Jan 2012	1,623
PROJECTED ACTIVITY to END of FY:	1,200
Projected YEAR END TOTAL:	2,823

<b>PROPOSED Line Item Amount:</b>	<b>25,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	3,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	785.6%
% Change to Previous Year Budget	733.3%
Dollar difference between proposed budget & current budget	22,000

**NARRATIVE:**

Projected to have Denniston back on line and running during FY 12/13  
Assume production of 122 MG

ADMIN	CHEMICALS		
Telephone/DSL	\$2,000	Caustic	\$6,500
Alarm System	\$2,000	Polymer	\$2,500
		Alum	\$6,000
Subtotal	\$4,000	Salt	\$1,500
		Pot. Perm	\$1,500
		Lab Reagents	\$3,000
		Subtotal	\$21,000
		Total	\$25,000

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5236</span> Description: <span style="float: right;">Denn WTP Maint</span>	
Actual Amount As Of: 31-Jan 2012	413
PROJECTED ACTIVITY to END of FY:	600
Projected YEAR END TOTAL:	1,013

<b>PROPOSED Line Item Amount:</b>	<b>37,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	5,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	3553.2%
% Change to Previous Year Budget	640.0%
Dollar difference between proposed budget & current budget	32,000

**NARRATIVE:**

Projected to have Denniston back on line and running during FY 12/13

	<b>FY 12/13</b>
Telemetry	\$ 3,000
Misc. Plumbing & Parts	\$ 4,000
Sludge Removal	\$ 6,000
Annual PM	\$ 3,000
Inst. Controls	\$ 10,000
Office Lab	\$ 3,000
CCTV	\$ 8,000
<b>TOTAL</b>	<b>\$ 37,000</b>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5240</span> Description: <span style="float: right;">Nunes WTP Oper</span>	
Actual Amount As Of: 31-Jan 2012	65,930
PROJECTED ACTIVITY to END of FY:	47,750
Projected YEAR END TOTAL:	113,680
<b>PROPOSED Line Item Amount:</b>	<b>98,212</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	70,908
% Change Actual Year End compared to Proposed Line item amount.	(13.6%)
% Change to Previous Year Budget	38.5%
Dollar difference between proposed budget & current budget	27,304

**NARRATIVE:**

Chemical costs = \$175/MG.  
Expect to treat 532 MG.

Telephone/DSL	\$2,000	<b>Chemicals</b>	
Alarm System	\$1,000	Caustic	\$34,178
Sub total	\$3,000	Polymer	\$3,107
		Alum	\$45,053
		Salt	\$10,874
		Lab Reagents	\$2,000
		Sub Total	\$95,212
		<b>TOTAL</b>	<b>\$98,212</b>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5241</span> Description: Nunes WTP Maint	
Actual Amount As Of: 31-Jan 2012	24,294
PROJECTED ACTIVITY to END of FY:	17,591
Projected YEAR END TOTAL:	41,885
<b>PROPOSED Line Item Amount:</b>	<b>40,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	38,000
% Change Actual Year End compared to Proposed Line item amount.	(4.5%)
% Change to Previous Year Budget	5.3%
Dollar difference between proposed budget & current budget	2,000

**NARRATIVE:**

No change in maintenance costs expected.

**FY 12/13**

Generator Service Contract	\$1,000
Sludge Removal	\$6,000
Electrical	\$5,000
Instrumentation/Controls	\$8,000
Motor & Pump Replacement	\$9,000
Filter Inspection	\$4,000
Annual Electrical PM	\$5,000
Misc.	\$2,000
	<u>\$40,000</u>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5242</span> Description: CSP - Operation	
Actual Amount As Of: 31-Jan 2012	4,968
PROJECTED ACTIVITY to END of FY:	3,597
Projected YEAR END TOTAL:	8,565
<b>PROPOSED Line Item Amount:</b>	<b>8,500</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	8,500
% Change Actual Year End compared to Proposed Line item amount.	(0.8%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

**NARRATIVE:**

**FY 12/13**

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

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5243</span> Description: <span style="margin-left: 50px;">CSP - Maintenance</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2012</span>	12,867
PROJECTED ACTIVITY to END of FY:	30,000
Projected YEAR END TOTAL:	42,867
<b>PROPOSED Line Item Amount:</b>	<b>40,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	50,000
% Change Actual Year End compared to Proposed Line item amount.	(6.7%)
% Change to Previous Year Budget	(20.0%)
Dollar difference between proposed budget & current budget	-10,000

**NARRATIVE:**

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

	<b>FY 12/13</b>
Electrical Testing (ETI)	\$5,000
Electrical Repair	\$7,000
Equipment /Valve Maintenance	\$12,000
Pressure Reducing Valves	\$1,000
Misc. Equip/Air Vent	\$1,000
Telemetry & Alarms	\$4,000
Pump Maintenance	\$10,000
	\$40,000

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5250</span> Description: <span style="float: right;">Laboratory Expenses</span>	
Actual Amount As Of: 31-Jan 2012	16,633
PROJECTED ACTIVITY to END of FY:	12,045
Projected YEAR END TOTAL:	28,678
<b>PROPOSED Line Item Amount:</b>	<b>50,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	35,000
% Change Actual Year End compared to Proposed Line item amount.	74.4%
% Change to Previous Year Budget	42.9%
Dollar difference between proposed budget & current budget	15,000

**NARRATIVE:**

Laboratory Costs associated with water sampling throughout distribution system, source waters and Treatment Plants.

	FY 12/13
Nunes WTP	\$14,000
Denniston WTP	\$14,000
Source Waters	\$10,000
Distribution	\$7,000
Shipping	\$5,000
	\$50,000

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5318</span> Description: <span style="float: right;">Studies/Surveys/Consulting</span>	
Actual Amount As Of: 31-Jan 2012	13,998
PROJECTED ACTIVITY to END of FY:	10,000
Projected YEAR END TOTAL:	23,998

<b>PROPOSED Line Item Amount:</b>	<b>\$68,000</b>
-----------------------------------	-----------------

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	45,000
<b>% Change Actual Year End compared to Proposed Line item amount.</b>	<b>183.4%</b>
<b>% Change to Previous Year Budget</b>	<b>51.1%</b>
Dollar difference between proposed budget & current budget	23,000

**Narrative:**

Communication Lease Consultant	\$5,000.00
CASGEM	\$3,000.00
Irrigation Metering BMP Study	\$10,000.00
Drought Contingency Planning	\$40,000.00
Misc. Studies/Surveys	\$10,000.00
	\$68,000.00

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2012/2013**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5321</span> Description: <span style="float: right;">Water Conservation</span>	
Actual Amount As Of: 31-Jan 2012	30,478
PROJECTED ACTIVITY to END of FY:	20,000
Projected YEAR END TOTAL:	50,478

<b>PROPOSED Line Item Amount:</b>	<b>74,200</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	62,350
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	47.0%
% Change to Previous Year Budget	19.0%
Dollar difference between proposed budget & current budget	11,850

**NARRATIVE:**

Increase funding due to:

1. Funding included for new lawn replacement program.

**Legend:**

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

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

DRAFT Budget Worksheet	
FOR DISCUSSION ONLY	
Fiscal Year 2012-2013	
Worksheet 5321 – Water Resources	FY 2013
Description	Amount
<b>Foundational Best Management Practices</b>	
<b>1.0 Utility Operations Programs</b>	
Subtotal	\$0
<b>2.0 Education Programs</b>	
Subtotal	\$21,500
<b>Programmatic Best Management Practices</b>	
<b>3.0 Residential</b>	
Subtotal	\$33,000
<b>4.0 Commercial, Industrial and Institutional</b>	
Subtotal	\$10,000
<b>5.0 Landscape (Large)</b>	
Subtotal	\$4,500
<b>Flex Track Best Management Practices</b>	
Subtotal	\$5,000
<b>GPCD Compliance (CUWCC/SBx7)</b>	
	\$0
<b>Water Resources</b>	
Subtotal	\$200
<b>Total</b>	<b>\$74,200</b>

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2012/2013**

<u>Line Item</u>		<u>Amount</u>
Acct. No.	5322	Description: Community Outreach
Actual Amount As Of:	31-Jan 2012	3,824
PROJECTED ACTIVITY to END of FY:		25,000
Projected YEAR END TOTAL:		28,824
<b>PROPOSED Line Item Amount:</b>		<b>35,200</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	26,200
% Change Actual Year End compared to Proposed Line item amount.	22.1%
% Change to Previous Year Budget	34.4%
Dollar difference between proposed budget & current budget	9,000

**NARRATIVE:**

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

Pacifica Coast Television - Recording meetings(14 @ \$250)	\$3,500
Montara Fog (14 @ \$300)	\$4,200
Materials/Publications/Public Information	\$5,000
Postage for Public Outreach	\$6,000
Printing Annual Reports (Consumer Confidence Report/ Water Supply Evaluation, etc..)	\$10,000
Constant Contact/Email	\$1,500
Graphic Artist	\$5,000

**Spread:** TOTAL **35,200**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2012/2013**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5411</b></span> Description: <b>Salaries - Field</b>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2012</span>	<b>499,051</b>
PROJECTED ACTIVITY to END of FY:	<b>430,000</b>
Projected YEAR END TOTAL:	<b>929,051</b>
<b>PROPOSED Line Item Amount:</b>	<b>985,319</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>958,326</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>6.1%</b>
% Change to Previous Year Budget	<b>2.8%</b>
Dollar difference between proposed budget & current budget	<b>26,993</b>

**NARRATIVE:**

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

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT  
5/4/2012  
FY 2012/2013 BUDGET WORKSHEET (5411 A)

**SALARIES - Accounts 5411 & 5610**

EMPLOYEE	Current Hrly Rate	COLA 3.0%	Annual Pay	O T Hours	O T Pay	Cert. Pay	TOTAL
<b>FIELD #5411</b>							
Superintendent	58.43	60.18	125,170			10,800	135,970
Field Supervisor	46.79	48.19	100,238	120	8,674	7,200	116,112
WTP Supervisor	51.64	53.19	110,628	120	9,574	8,400	128,602
Sr. WTP Oper.	44.53	45.86	95,390	120	8,255	7,200	110,845
Treat/Dist Op	30.00	30.90	64,272	120	5,562	4,800	74,634
Treat/Dist Op	29.26	30.14	62,692	120	5,425	6,000	74,117
Treat/Dist Op	29.26	30.14	61,787	120	5,425	6,000	70,151
Treat/Dist Op	30.75	31.67	65,879	120	5,701	7,200	78,780
Maint Worker	27.21	28.03	58,300	80	3,363	3,600	65,264
Maint Worker	25.26	26.02	54,122	80	3,122	3,600	60,845
Part-Time Help	15.00		15,000				15,000
Part-Time Help	15.00		15,000				15,000
Estimated Annual Merit Increase			15,000				20,000
Standby Pay for On-Call Employees			20,000				20,000
<b>Sub total, Field</b>			<b>863,478</b>		<b>55,102</b>	<b>64,800</b>	<b>985,319</b>
<b>ADMIN #5610</b>							
Gen Manager	89.33	92.00	191,370				191,370
Water Conser.	35.58	36.64	76,216	80	4,397		80,613
Prj Coord. PT	60.00		15,000				15,000
Office Mgr	39.35	40.53	84,303	80	4,864		89,167
Admin Assist.	35.65	36.72	76,377	80	4,406	6,946	87,729
Office Speclst	27.21	28.03	58,300		-		58,300
Office Speclst	25.26	26.02	54,122	80	3,122		57,245
Office Speclst	27.21	28.03	58,300		-		58,300
Directors			20,000				20,000
Estimated Annual Merit Increase			5,000				5,000
<b>Sub total, Admin</b>			<b>638,988</b>		<b>16,790</b>	<b>6,946</b>	<b>\$662,724</b>
<b>TOTAL</b>			<b>1,502,466</b>				<b>\$1,648,043</b>

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5412</span> Description: <span style="float: right;">Maintenance Expenses</span>	
Actual Amount As Of: 31-Jan 2012	82,084
PROJECTED ACTIVITY to END of FY:	59,440
Projected YEAR END TOTAL:	141,524
<b>PROPOSED Line Item Amount:</b>	<b>163,800</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	192,500
% Change Actual Year End compared to Proposed Line item amount.	15.7%
% Change to Previous Year Budget	(14.9%)
Dollar difference between proposed budget & current budget	-28,700

**NARRATIVE:**

Laundry	\$1,000	Tree Removal	\$8,000
Supplies Shop/Breakroom	\$500	Paving	\$24,000
Service Products	\$3,000	Inventory	\$11,000
Pump Repair	\$5,000	Materials	\$6,000
Uniforms/Jackets/Shoes	\$8,000	Equip. Rental	\$2,000
USA	\$500	Radio Repair/PM	\$3,000
Backfill	\$3,000	Landscape Maint	\$2,500
Hydrant repair	\$1,300	Main Repairs/Sml Line Replacmnt	\$16,000
Tank Inspection	\$3,000	Cathodic Protection	\$4,000
Generator services	\$5,000	Misc. tools, etc.	\$2,000
Safety Supplies	\$4,000	(Welder,Drill,Airtools, Sump Pump, Lrg tools)	
DMV/Pre-employment Physical	\$1,000	Waste Services	\$4,000
Alves Alt Valve	\$10,000	Fence Repairs	\$1,000
Alves Vault Valves	\$5,000	Raising Valve (City/County)	\$20,000
<b>TOTAL</b>	<b>\$163,800</b>	Building Maintenance	\$10,000

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5414</span> Description: <span style="margin-left: 50px;">Motor Vehicle Exp.</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2012</span>	39,391
PROJECTED ACTIVITY to END of FY:	21,000
Projected YEAR END TOTAL:	60,391

<b>PROPOSED Line Item Amount:</b>	<b>44,650</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	44,500
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	(26.1%)
% Change to Previous Year Budget	0.3%
Dollar difference between proposed budget & current budget	150

**NARRATIVE:**

	<u>FY 12/13</u>
Gasoline	\$29,000.00
FastTrak	\$150.00
Mobile Phones	\$7,500.00
Service & Repairs	\$8,000.00
	<u><u>\$44,650.00</u></u>

Total

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2012/2013**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5415</span> Description: Maintenance, Wells	
Actual Amount As Of: 31-Jan 2012	0
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	0
<b>PROPOSED Line Item Amount:</b>	<b>6,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	6,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

**NARRATIVE:**

FY 12/13 amounts same from past year due to not being able to rehabilitate wells and complete upgrades

	<u>FY 12/13</u>
Electrical PM	\$1,200
Pumps	\$3,000
Electrical	\$1,600
Plumbing	\$200
	<hr/>
	<u>\$6,000</u>

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2012/2013**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5610</b></span> <span style="margin-left: 100px;">Description: <b>Salaries, Admin.</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>328,346</b>
PROJECTED ACTIVITY to END of FY:	<b>250,000</b>
Projected YEAR END TOTAL:	<b>578,346</b>
<b>PROPOSED Line Item Amount:</b>	<b>662,724</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>644,904</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>14.6%</b>
% Change to Previous Year Budget	<b>2.8%</b>
Dollar difference between proposed budget & current budget	<b>17,820</b>

**NARRATIVE:**

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

**Spread:**

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

**Budget Worksheet**

**Fiscal Year  
2012/2013**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5620</span> Description: <span style="margin-left: 50px;">Office Expenses</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	71,742
PROJECTED ACTIVITY to END of FY:	70,000
Projected YEAR END TOTAL:	141,742
<b>PROPOSED Line Item Amount:</b>	<b>130,625</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	119,375
% Change Actual Year End compared to Proposed Line item amount.	(7.8%)
% Change to Previous Year Budget	9.4%
Dollar difference between proposed budget & current budget	11,250

**NARRATIVE:**

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

Increase due to:

- Postage Rate Increase - Eff. January 22, 2012
- Additional charges for Late Notices to be mailed from CSG Systems
- Office Building Repairs/Maintenance

**Spread:**

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

## Account 5620 - Detail of Account

Account Name	Description	Amount
Postage	Mail Machine	\$ 3,000
	Bulk Mailing	\$ 5,000
	Pre-Stamped Envelopes	\$ 3,000
Phone Services PG&E	Monthly Service & Repairs	\$ 6,000
	Monthly Service (District Office)	\$ 8,000
Office Cleaning	Janitorial Service/Carpet Cleaning	\$ 7,800
File Storage	Iron Mountain - Offsite Storage	\$ 5,000
	Iron Mountain - Shredding Service	\$ 300
Leases	Mail & Copier Machines	\$ 13,000
	Office Alarms and Security Camera	\$ 5,000
Printing	Checks, Forms, Statements	\$ 1,000
CSG Systems, Inc.	Fulfillment Center for Billing Stmtnts	\$ 25,000
	NetBill (Online Payments)	\$ 6,500
Emergency	Supplies	\$ 1,000
	AED Certification	\$ 125
Miscellaneous	Office Supplies	\$ 6,000
	Credit Card / Bank Fees	\$ 15,000
	Pre-Employment Physicals	\$ -
	Employee Recognition Program	\$ 2,000
	Petty Cash	\$ 2,500
	Director recognition/framing	\$ 300
	ORCC LockBox Services	\$ 600
	Allowance for Bad Debt	\$ 5,000
Maintenance	Office Equipment/Repairs	\$ 1,000
Payroll	Payroll Processing with ADP	\$ 8,500
<b>TOTAL</b>		<b>\$ 130,625</b>

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5621</span> Description: <span style="margin-left: 50px;">Computer Services</span>	
Actual Amount As Of: <span style="margin-left: 100px;">31-Jan 2011</span>	24,350
PROJECTED ACTIVITY to END of FY:	45,000
Projected YEAR END TOTAL:	69,350
<b>PROPOSED Line Item Amount:</b>	<b>75,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	67,650
<b>% Change Actual Year End compared to Proposed Line item amount.</b>	<b>8.1%</b>
<b>% Change to previous year budget:</b>	<b>10.9%</b>
Dollar difference between proposed budget & current budget	7,350

**NARRATIVE:**

**Maintenance Agreements**

Springbrook	\$12,000
Radix	\$3,000
ICS	\$15,000
Hansen	\$2,500
Badger	\$1,500
XC2 Software	\$1,800
Remit Plus/Ck Scanner)	\$2,000
GIS License	\$5,000
Web Filtering (Barracuda)	\$1,400
Sprbrk Server License	\$700
Subtotal	\$44,900

**Computer Services**

New/Upgrades to software/Cust Rpts	\$6,000
Service/Repairs/Parts	\$15,000
Coastside Net	\$900
Rogue Web Works (Website Maint.)	\$6,000
Sonic.net	\$1,300
Spam Filtering	\$900
Subtotal	\$30,100
Grand Total	\$75,000

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5625</span> Description: Meetings/Training/Seminars	
Actual Amount As Of: 31-Jan 2011	10,223
PROJECTED ACTIVITY to END of FY:	5,000
Projected YEAR END TOTAL:	15,223
<b>PROPOSED Line Item Amount:</b>	<b>20,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	18,000
% Change Actual Year End compared to Proposed Line item amount.	31.4%
% Change to Previous Year Budget	11.1%
Dollar difference between proposed budget & current budget	2,000

**NARRATIVE:**

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

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5630</span> Description: Insurance	
Actual Amount As Of: 31-Jan 2011	107,533
PROJECTED ACTIVITY to END of FY:	30,000
Projected YEAR END TOTAL:	137,533

<b>PROPOSED Line Item Amount:</b>	<b>125,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>125,000</b>
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% Change Actual Year End compared to Proposed Line item amount.	(9.1%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

**NARRATIVE:**

Auto/General Liability	FY 12/13
	\$55,000
Property Program	\$20,000
Workers Compensation	\$50,000
<b>TOTAL</b>	<u><u>\$125,000</u></u>

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5635</b></span> <span style="margin-left: 100px;">Description: <b>Ee/Ret Medical Insurance</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>212,847</b>
PROJECTED ACTIVITY to END of FY:	<b>211,000</b>
Projected YEAR END TOTAL:	<b>423,847</b>

<b>PROPOSED Line Item Amount:</b>	<b>451,882</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>438,607</b>
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% Change Actual Year End compared to Proposed Line item amount.	<b>6.6%</b>
% Change to Previous Year Budget	<b>3.0%</b>
Dollar difference between proposed budget & current budget	<b>13,275</b>

**NARRATIVE:** Employee and Retiree Medical Insurance

<u>Active Employees:</u>	FY 12/13
Medical	294,001
Dental	18,069
Vision	4,242
Life/AD&D	6,320
LTD	16,733
EAP	737
<b>340,103 Subtotal</b>	

<u>Retirees:</u>	
Medical	103,516
Dental	6,516
Vision	1,747
<b>111,779 Subtotal</b>	

<b>451,882 Total</b>
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**Spread:**

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

ACCOUNT No. 5635 / Insurance Benefits for Active Employees and Retirees - Year 2011/2012

**ACTIVE EMPLOYEES**

	Kaiser	Blue Cross	Dental	Vision	Life/AD&D	LTD	EAP	
July-11	8,874	12,794	1,380	338	510	1,367	60	
August-11	8,146	12,794	1,269	338	529	1,445	60	
September-11	8,146	12,794	1,343	338	516	1,393	60	
October-11	8,146	12,794	1,343	338	516	1,393	60	
November-11	8,146	12,794	1,343	338	516	1,393	60	
December-11	8,777	13,098	1,407	343	516	1,393	60	
January-12	8,777	13,098	1,407	343	516	1,367	60	
February-12	8,777	13,098	1,407	343	516	1,367	60	
March-12	8,777	13,098	1,407	343	516	1,367	60	
April-12	8,777	13,098	1,407	343	516	1,367	60	
May-12	8,777	13,098	1,407	343	516	1,367	60	
June-12	8,777	13,098	1,407	343	516	1,367	60	
	102,897	155,656	16,528	4,091	6,203	16,586	722	Subtotal
	105,324	157,177	16,887	4,119	6,197	16,405	722	Subtotal (June Rate x 12/mo)
	12%	12%	7%	3%	2%	2%	2%	% Increase
	<b>117,963</b>	<b>176,038</b>	<b>18,069</b>	<b>4,242</b>	<b>6,320</b>	<b>16,733</b>	<b>737</b>	<b>TOTAL</b>
	<b>294,001</b>							

**RETIREES**

	Kaiser	Blue Cross	Dental	Vision	
July-11	1,582	5,872	483	139	
August-11	1,582	5,872	483	139	
September-11	1,582	5,872	483	139	
October-11	1,582	5,872	483	139	
November-11	1,582	5,872	483	139	
December-11	1,682	6,020	507	141	
January-12	1,682	6,020	507	141	
February-12	1,682	6,020	507	141	
March-12	1,682	6,020	507	141	
April-12	1,682	6,020	507	141	
May-12	1,682	6,020	507	141	
June-12	1,682	6,020	507	141	
		(24,745)	(5,241)		Reimbursement from Retirees
					Medical reimbursement to Retirees
	19,684	46,757	724	1,684	Subtotal
	20,184	72,241	6,090	1,696	Subtotal (June Rate x 12/mo - less Reimbursement)
	12%	12%	7%	3%	% Increase
	<b>22,606</b>	<b>80,910</b>	<b>6,516</b>	<b>1,747</b>	<b>TOTAL</b>
	<b>103,516</b>				

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5640</span> Description: <span style="margin-left: 50px;">Employee Retirement</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	242,423
PROJECTED ACTIVITY to END of FY:	194,000
Projected YEAR END TOTAL:	436,423
<b>PROPOSED Line Item Amount:</b>	<b>486,569</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	462,627
% Change Actual Year End compared to Proposed Line item amount.	11.5%
% Change to Previous Year Budget	5.2%
Dollar difference between proposed budget & current budget	23,942

**NARRATIVE:**

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

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5645</span> Description: SIP 401a Plan	
Actual Amount As Of: 31-Jan 2011	0
PROJECTED ACTIVITY to END of FY:	30,000
Projected YEAR END TOTAL:	30,000
<b>PROPOSED Line Item Amount:</b>	<b>30,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	30,000
% Change Actual Year End compared to Proposed Line item amount.	0.0%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

**NARRATIVE:**

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

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**  
**DRAFT**  
 Budget Worksheet

**Fiscal Year**  
**2012/2013**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5681</b></span> <span style="margin-left: 100px;">Description:</span>	<b>Legal</b>
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>18,852</b>
PROJECTED ACTIVITY to END of FY:	<b>24,000</b>
Projected YEAR END TOTAL:	<b>42,852</b>
<b>PROPOSED Line Item Amount:</b>	<b>60,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>60,000</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>40.0%</b>
% Change to Previous Year Budget	<b>0.0%</b>
Dollar difference between proposed budget & current budget	<b>0</b>

**NARRATIVE:**

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

HansonBridgett	\$60,000
<b>Total</b>	<b>\$60,000</b>

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2012/2013**

<u>Line Item</u>		<u>Amount</u>
Acct. No.	<b>5682</b>	Description: <b>Engineering</b>
Actual Amount As Of:	31-Jan 2011	<b>4,412</b>
PROJECTED ACTIVITY to END of FY:		<b>6,000</b>
Projected YEAR END TOTAL:		<b>10,412</b>

<b>PROPOSED Line Item Amount:</b>	<b>14,000</b>
-----------------------------------	---------------

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>14,000</b>
<b>% Change Actual Year End compared to Proposed Line item amount.</b>	<b>34.5%</b>
<b>% Change to Previous Year Budget</b>	<b>0.0%</b>
Dollar difference between proposed budget & current budget	<b>0</b>

**NARRATIVE:**

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

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="float: right;">5683</span> Description: <span style="float: right;">Financial Services</span>	
Actual Amount As Of: 31-Jan 2011	16,690
PROJECTED ACTIVITY to END of FY:	10,000
Projected YEAR END TOTAL:	26,690

<b>PROPOSED Line Item Amount:</b>	<b>26,000</b>
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	31,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	(2.6%)
% Change to Previous Year Budget	(16.1%)
Dollar difference between proposed budget & current budget	-5,000

**NARRATIVE:**

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

	<b>FY 12/13</b>
Financial Audit Service	\$16,000
Accounting Services	\$10,000
Total	<u><u>\$26,000</u></u>

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2012/2013**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5684</b></span> <span style="margin-left: 100px;">Description: <b>Payroll Taxes</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>55,708</b>
PROJECTED ACTIVITY to END of FY:	<b>48,000</b>
Projected YEAR END TOTAL:	<b>103,708</b>
<b>PROPOSED Line Item Amount:</b>	<b>117,867</b>

Approved Line Item Amount:

<b>PREVIOUS YEAR BUDGET:</b>	<b>114,658</b>
<b>% Change Actual Year End compared to Proposed Line item amount.</b>	<b>13.7%</b>
<b>% Change to Previous Year Budget</b>	<b>2.8%</b>
Dollar difference between proposed budget & current budget	<b>3,209</b>

**NARRATIVE:**

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

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2012/2013**

**Line Item**

**Amount**

Acct. No. **5684**

Description:

Payroll Taxes

CALCULATION FOR PAYROLL TAXES

		<b>SOCIAL SECURITY 6.20%</b>	<b>MEDICARE 1.45%</b>	<b>TOTAL</b>
TOTAL PAYROLL	<b>\$ 1,648,043</b>			
AMOUNT SUBJECT TO SOCIAL SECURITY	<b>\$ 1,515,644</b>	\$ 93,970		\$ 93,970
AMOUNT SUBJECT TO MEDICARE	<b>\$ 1,648,043</b>		\$ 23,897	\$ 23,897
TOTAL				<b>\$ 117,867</b>

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5687</span> Description: <span style="margin-left: 100px;">Memberships &amp; Subscriptions</span>	
Actual Amount As Of: 31-Jan 2011	36,630
PROJECTED ACTIVITY to END of FY:	25,000
Projected YEAR END TOTAL:	61,630
<b>PROPOSED Line Item Amount:</b>	<b>64,400</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	57,950
% Change Actual Year End compared to Proposed Line item amount.	4.5%
% Change to Previous Year Budget	11.1%
Dollar difference between proposed budget & current budget	6,450

**NARRATIVE:** See attached worksheet for detail of costs

Increase in BAWSCA Annual Assessments

**Spread:**

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

Worksheet 5687A			
Budget Detail Worksheet			
<b>Line Item: Memberships &amp; Subscriptions</b>			<b>Description</b>
<b>Acct. No. 5687</b>		<b>Amount</b>	
	Alliance for Water Efficiency	\$ 200	Annual Membership*
	ACWA	\$ 10,000	Membership dues
	ACWA	\$ 10,000	Delta Sustainability Dues
	AWWA	\$ 2,000	Membership dues and technical publications
	BAWSCA	\$ 28,000	Annual assessment & dues
	California Emergency Utilities	\$ 500	Annual Membership
	California Urban Water Conservation Council	\$ 3,000	Annual Membership*
	Chamber of Commerce	\$ 600	Membership dues & Farm Day Luncheon Tickets
	CSDA	\$ 4,000	Membership dues
	IAMPO	\$ 100	Subscription for Backflow Prevention Magazine
	Miscellaneous	\$ 1,000	Miscellaneous Dues/Memberships/Subscriptions
	Springbrook Users Group	\$ 50	Annual Users Group for Springbrook Software
	Water Education Foundation	\$ 1,000	Membership dues and technical publications
	Water Net	\$ 250	Publication*
	Water ReUse	\$ 600	Annual Association Dues
	Wellness Program	\$ 2,500	Wellness Program group membership in health club
	West Group (Formally Barclays)	\$ 600	Updates on California Code of Regulations regarding construction laws
	<b>TOTAL</b>	<b>\$ 64,400</b>	
			*Additional annual membership

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2012/2013**

<u>Line Item</u>		<u>Amount</u>
Acct. No.	<b>5688</b>	Description: <b>Election Expense</b>
Actual Amount As Of:	31-Jan 2011	0
PROJECTED ACTIVITY to END of FY:		0
Projected YEAR END TOTAL:		0
<b>PROPOSED Line Item Amount:</b>		<b>0</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: 0

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

% Change to Previous Year Budget

Dollar difference between proposed budget & current budget 0

**NARRATIVE:**

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2012/2013**

<u>Line Item</u>		<u>Amount</u>
Acct. No.	<b>5689</b>	Description: <b>Union Expenses</b>
Actual Amount As Of:	31-Jan 2011	0
PROJECTED ACTIVITY to END of FY:		0
Projected YEAR END TOTAL:		0
<b>PROPOSED Line Item Amount:</b>		<b>6,000</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **6,000**

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

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

Dollar difference between proposed budget & current budget 0

**NARRATIVE:**

Union Negotiation Services		\$ 6,000
	TOTAL	\$ 6,000

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;">5700</span> Description: <span style="margin-left: 50px;">County Fees</span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	13,142
PROJECTED ACTIVITY to END of FY:	600
Projected YEAR END TOTAL:	13,742
<b>PROPOSED Line Item Amount:</b>	<b>15,900</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	16,200
% Change Actual Year End compared to Proposed Line item amount.	15.7%
% Change to Previous Year Budget	(1.9%)
Dollar difference between proposed budget & current budget	-300

**NARRATIVE:**

1. The cost of the LAFCo budget, estimated .....	\$4,000.00
2. Hazardous Material Handling (Nunes & Denniston) ....	\$3,500.00
3. Property Taxes	\$1,200.00
4. Annual Encroachment Permit	\$6,000.00
5. District Digital Mapping - Secured Master Data	\$1,200.00
	\$15,900.00

**Spread:**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year  
2012/2013

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>5705</b> Description: <b>State Fees</b>	
Actual Amount As Of: 31-Jan 2011	17,338
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	17,338
<b>PROPOSED Line Item Amount:</b>	<b>18,600</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	19,400
% Change Actual Year End compared to Proposed Line item amount.	7.3%
% Change to Previous Year Budget	(4.1%)
Dollar difference between proposed budget & current budget	-800

**NARRATIVE:**

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

#1	\$15,000
#2	\$1,000
#3	\$1,600
#4	\$1,000
	<u>\$18,600</u>

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2012/2013**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5711</b></span> Description: <b>Existing Bonds - 1998A</b>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>254,610</b>
PROJECTED ACTIVITY to END of FY:	<b>13,382</b>
Projected YEAR END TOTAL:	<b>267,992</b>
<b>PROPOSED Line Item Amount:</b>	<b>265,273</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **267,993**

% Change Actual Year End compared to Proposed Line item amount.	<b>(1.0%)</b>
% Change to Previous Year Budget	<b>(1.0%)</b>
Dollar difference between proposed budget & current budget	<b>-2,721</b>

**NARRATIVE:**

ABAG Pooled Financing Program Series 1998A

September 2012 Payment	\$258,383
March 2013 Payment	\$6,890
	\$265,273

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2012/2013**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5712</b></span> Description: <span style="margin-left: 20px;"><b>Existing Bonds - 2006B</b></span>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>339,141</b>
PROJECTED ACTIVITY to END of FY:	<b>147,430</b>
Projected YEAR END TOTAL:	<b>486,571</b>
<b>PROPOSED Line Item Amount:</b>	<b>481,296</b>

Approved Line Item Amount:

<b>PREVIOUS YEAR BUDGET:</b>	<b>483,281</b>
<b>% Change Actual Year End compared to Proposed Line item amount.</b>	<b>(1.1%)</b>
<b>% Change to Previous Year Budget</b>	<b>(0.4%)</b>
Dollar difference between proposed budget & current budget	-1,985

**NARRATIVE:**

CSCDA Pooled Financing Program Series 2006B

September 2012 Payment	\$337,429
March 2013 Payment	\$143,867
	\$481,296

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2012/2013**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <span style="margin-left: 150px;"><b>5713</b></span> Description: <b>Cont. to CIP &amp; Reserves</b>	
Actual Amount As Of: <span style="margin-left: 50px;">31-Jan</span> <span style="margin-left: 50px;">2011</span>	<b>405,828</b>
PROJECTED ACTIVITY to END of FY:	<b>289,877</b>
Projected YEAR END TOTAL:	<b>695,705</b>
<b>PROPOSED Line Item Amount:</b>	<b>868,515</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	<b>695,705</b>
% Change Actual Year End compared to Proposed Line item amount.	<b>24.8%</b>
% Change to Previous Year Budget	<b>24.8%</b>
Dollar difference between proposed budget & current budget	<b>172,810</b>

**NARRATIVE:**

Contribution to CIP & Reserves	\$ 868,515
	<u>                  </u>
	\$ 868,515

**Spread:**

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

**COASTSIDE COUNTY WATER DISTRICT**

Budget Worksheet

**Fiscal Year  
2012/2013**

<u>Line Item</u>	<u>Amount</u>
Acct. No. <b>5715</b> Description: Existing Bond-CIEDB 11-099	
Actual Amount As Of: 31-Jan 2011	115,553
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	115,553
<b>PROPOSED Line Item Amount:</b>	<b>353,641</b>

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	0
% Change Actual Year End compared to Proposed Line item amount.	206.0%
% Change to Previous Year Budget	#DIV/0!
Dollar difference between proposed budget & current budget	353,641

**NARRATIVE:**

California Infrastructure & Economic Development Bank (I-Bank) - CIEDB-11-099

July 2012 Payment	\$261,437
January 2013 Payment	\$92,204
	<u>\$353,641</u>

**Spread:**

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

## **STAFF REPORT**

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

**From:** David Dickson, General Manager

**Agenda:** May 8, 2012

Report

Date: May 2, 2012

**Subject: Amendment to Water Service Agreement for Ailanto Properties'  
Pacific Ridge Subdivision**

---

### **Recommendation:**

Approve the attached Amendment to the Water Service Agreement for Ailanto Properties' Pacific Ridge Subdivision

### **Background:**

The Water Service Agreement for Ailanto Properties' Pacific Ridge Subdivision, approved by the Board on September 8, 2009, requires that Ailanto begin construction of the Subdivision Utility System by September 8, 2012. Factors including the recession and the poor housing market have delayed construction, and Ailanto has requested that the Agreement be amended to extend the September 2012 deadline. They have also submitted a Phasing Plan for constructing the subdivision in one to three phases. District staff has reviewed and approved the Phasing Plan.

Staff recommends approval of the attached amendment to the Ailanto Water Service Agreement extending the deadline for beginning construction to September 8, 2014 and approving the Phasing Plan.

### **Fiscal Impact:**

None.

**AMENDMENT TO WATER SERVICE AGREEMENT**  
**AILANTO PROPERTIES PACIFIC RIDGE SUBDIVISION**

THIS AMENDMENT is entered into this \_\_\_\_ day of \_\_\_\_\_, 2012, by and between **Coastside County Water District** ("District") and **Ailanto Properties, Inc.** ("Applicant").

WHEREAS, on September 8, 2009, District and Applicant entered into a Water Service Agreement in connection with the development of certain property located in the City of Half Moon Bay;

WHEREAS, the Water Service Agreement requires the Applicant to commence the installation of the Subdivision Utility System (as defined in the Water Service Agreement) no later than September 8, 2012;

WHEREAS, the Applicant has requested that the District extend the time frame that the Applicant must commence installation of the Subdivision Utility System, and the District is willing to extend that time frame in accordance with the conditions in this Amendment.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

A. Approval of Subdivision Utility System. The first sentence of Section 2, "Approval of Subdivision Utility System," of the Water Service Agreement is amended to state as follows:

"The Subdivision Utility System, as defined below, shown on and described in (a) the Ailanto Properties Pacific Ridge Improvement Plans, consisting of 18 sheets, dated August 2009, prepared by DK Consulting, (b) the Joint Trench Plans, consisting of 6 sheets, dated August 2009, prepared by DK consulting, (c) the Final Map, consisting of 9 sheets, dated August 2009, prepared by DK Consulting, (d) the Water Service Phasing Plan, consisting of 3 sheets, dated March 26, 2012, prepared by DK Consulting, and (e) the Water System Specifications for Pacific Ridge, dated September 2, 2009, prepared by District Engineer James Teter (hereinafter collectively, the "reviewed submittal documents"), are approved.

B. Installation. The first sentence of paragraph A of Section 3, "Installation," of the Water Service Agreement is amended to state as follows:

"The Applicant shall commencement installation of the Subdivision Utility System no later than September 8, 2014, subject to extension for force majeure events not the fault of Applicant, and shall complete the installation within twelve (12) months after the commencement of said construction."

C. Acceptance by District. The second paragraph of Section 12, "Acceptance By District," of the Water Service Agreement is amended to state as follows:

"Upon acceptance, and payment for the cost of meter installation, District shall provide water utility service to the Project. Notwithstanding the above, the installation of the meters, the use of the water service connections, and the provision of water service are all subject to District rules, regulations, orders, and policies in effect at the time Applicant requests water service, including but not limited to restrictions that the District may impose due to a water shortage emergency."

D. Effect. Except for the modifications to the Water Service Agreement expressly set forth in this Amendment, the terms and conditions of the Water Service Agreement remain in full force and effect.

IT WITNESS WHEREOF the parties hereto have executed this Amendment by their duly authorized representatives as of the day and year first above written.

**COASTSIDE COUNTY WATER DISTRICT**

By: \_\_\_\_\_  
President, Board of Directors

By: \_\_\_\_\_  
Secretary

**AILANTO PROPERTIES, INC.**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

## **STAFF REPORT**

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

**From:** David Dickson, General Manager

**Agenda:** May 8, 2012

Report

Date: May 2, 2012

**Subject:** Approval of Contract with JMB Construction for Repair of El Granada Pipeline

---

### **Recommendation:**

Authorize staff to execute a contract with JMB Construction, Inc. for repair of the El Granada Pipeline leak, at a cost not to exceed \$69,500.

### **Background:**

District staff has been working since January 2012 on a plan to pinpoint the location of a leak on the El Granada Pipeline near Medio Avenue and to repair the leak. We discovered the leak in early January at the northern end of the jack-and-bore crossing of Arroyo de en Medio Creek. After our initial investigation failed to locate the leak in the readily accessible portion of the pipe, staff and contractor Andreini Brothers closed off the leaking section and installed a temporary bypass around it.

After an investigation that included soliciting proposals from two engineering firms to evaluate the leak and prepare bid documents for a repair project, as well as soliciting a proposal for repairs from JMB Construction, the original contractor, staff believes that contracting with JMB would serve the best interests of the District. Reasons for this recommendation include the following:

- JMB has proposed to perform the repairs for a cost that staff believes will be lower than any alternative approach to the repair project.
- JMB has committed to complete repairs at no cost to the District if the leak is due to defective workmanship in their construction of the pipeline.
- JMB specializes in the shoring, excavation, and pipeline construction practices necessary for the project.
- JMB owns the key equipment and materials to perform the shoring component of the work, allowing them to start quickly and perform the work faster and at a lower cost than would be possible using subcontractors.
- As the original contractor, JMB is intimately familiar with the pipeline and the work site.

Under the terms of the contract, the cost of fixing the leak would be \$69,500 if the repair requires shoring and excavation to the level of the jack-and-bore casing, or \$24,400 if the leak is near the surface. The work can be completed by mid-June if JMB receives a notice to proceed by mid-May.

The attached copy of the proposed JMB contract does not include Exhibit 3 (General Conditions) and Exhibit 4 (Payment Bond and Performance Bond). The full contract is available at the District's office.

**Fiscal Impact:**

Maximum cost of \$69,500, funded from District reserves as an unscheduled repair project.

## CONTRACT

THIS CONTRACT ("Contract") is entered into this \_\_\_\_ day of \_\_\_\_\_, 2012, by and between the **Coastside County Water District** ("District") and **JMB Construction, Inc.** ("Contractor").

WHEREAS on December 21, 2007, the District and Contractor entered into an agreement for the construction of the Phase 3 El Granada Transmission Pipeline Replacement Project.

WHEREAS, as part of the Phase 3 El Granada Transmission Pipeline Replacement Project, the Contractor constructed a new pipeline under the Arroyo de en Medio Creek by a jack and bore method.

WHEREAS, in January 2012, the District discovered water flowing from the ground above the pipeline near the jacking pit for the Arroyo de en Medio jack and bore crossing, and the parties believe there is a leak in the El Granada Pipeline water system facilities.

WHEREAS, District and Contractor desire to enter into an agreement for the repair of the leak under which District will compensate Contractor for the repair work, unless it is determined that the cause of the leak was attributable to defective workmanship by the Contractor under the Phase 3 El Granada Transmission Pipeline Replacement Project. In such case, Contractor will perform the repair work at its own cost.

NOW, THEREFORE, the parties agree as follows:

A. Scope of Work. Contractor will perform all work and furnish all labor and equipment to repair the leak at and near Arroyo de en Medio Creek, in accordance with the terms and conditions of this Contract.

B. Terms and Conditions. The terms and conditions of this Contract are as set forth herein and in the attached exhibits:

1. Exhibit 1 – Contractor Scope Letter and Bid Proposal.
2. Exhibit 2 – Special Conditions for the repair of the leak.
3. Exhibit 3 – General Conditions from Phase 3 El Granada Transmission Pipeline Replacement Project, excluding Sections 2 and 3 that pertain to bidding/proposal requirements and award/execution of contract.

4. Exhibit 4 – Payment Bond and Performance Bond, each in the amount of \$69,500, on the form attached to this Contract.

In the event of a conflict, this Contract will govern over the exhibits, Exhibit 2 will govern over Exhibits 1 and 3, and Exhibit 3 will govern over Exhibit 1.

C. Governing Law. The Contract is executed and shall be performed in San Mateo County, California. This Contract shall be governed by and construed in accordance with the laws of the State of California.

IN WITNESS WHEREOF, the parties have executed this Contract as of the date first written above by their duly authorized representatives.

**Coastside County Water District**

**JMB Construction, Inc.**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**EXHIBIT 1**

**CONTRACTOR SCOPE LETTER AND BID PROPOSAL**

**JMB CONSTRUCTION INC.**  
General  
Engineering Contractor  
CCL 715324

February 29, 2012

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

Attn: David R. Dickson

Re: Arroyo De En Medio - Pipe Work

David,

**SCOPE LETTER & BID PROPOSAL**

JMB Construction is pleased to offer a proposal for the above referenced project. This proposal is based upon:

1. Project Site Visit & Meeting

**Bid Item**

1. Mobilization	\$ 2,300.00
2. Leak Repair (Upper Elbow)	\$ 22,100.00
3. Leak Repair* (Lower Elbow)	\$ 45,100.00*

\*Bid Item 3 will only be performed at the direction of CCWD if no leak is found at the Upper Elbow

**SCOPE OF WORK:**

1. Mobilization - Transportation of equipment to & from Project
2. Leak Repair (Upper Elbow) - Included, Excavation, Shoring, Removal of Existing Kicker, Repair of Piping, Pressure Testing, Placing of (N) Kicker, Backfilling
3. Leak Repair (Lower Elbow) - Includes, Excavation & Shoring to 20 Feet deep approximately, Removal of Existing Kicker, Repair of Piping (lower piping repair only - Upper piping repair will be performed under BI # 2), Pressure Testing, Placing of (N) Kicker, Backfilling to grade

132 South Maple Avenue • South San Francisco, California 94080  
(650) 267-5300 • Fax (650) 267-5301  
[www.jmbconstruction.com](http://www.jmbconstruction.com)

### Clarifications

1. JMB is a union contractor signatory to the Operating Engineers and the Laborers.
2. JMB carries \$5,000,000 excess GL insurance and \$5,000,000 pollution. Any limits or coverages required beyond the above will be provided at additional cost to the GC.
3. One mobilization has been included for this proposal.
4. JMB is a Union Company. Prevailing Wages have been included.
5. Bedding sand will be imported for pipe zone backfilling
6. Excavated spoils will be reused for structural zone backfilling
7. Pipe Material required for repair is to be provided by CCWD

### Exclusions

1. Encroachment & building permits and fees
2. Builders Risk insurance
3. Survey
4. Paving Restoration
5. Flushing & Chlorinating
6. Pipe material & Fittings
7. All testing & inspection services
8. Contaminated or hazardous soil or water handling and disposal
9. Any work not specifically addressed in above scope item
10. City or County permits or fees.
11. Imported Structural Backfill Material
12. SWPPP
13. Landscaping Restoration

This proposal shall remain valid for 45 calendar days, and work will not proceed until a mutually acceptable subcontract agreement is executed. Please do not hesitate to contact me at (650) 267-5300, if you should have any questions regarding this proposal.

Sincerely,



Aidan O' Sullivan  
Operations Manager

## EXHIBIT 2

### SPECIAL CONDITIONS

1. Contract Price. Subject to the conditions set forth in Section 3 of these Special Conditions regarding cause of the leak, the District will pay Contractor a lump sum of \$24,400 to fix the leak if the leak is found at the upper elbow. If the leak is not found in the upper elbow, the District will pay Contractor a lump sum of \$69,500 to fix the leak at the lower elbow. If the leak is not found at the upper or lower elbows, at the option of the District, the Contractor will proceed to fix the leak on a time and materials basis. All payments to Contractor are subject to the conditions set forth in Section 3 of these Special Conditions regarding cause of the leak.
2. Manner of Payment. The District's lump sum payment to Contractor is contingent upon Contractor actually fixing the leak. The District will run a pressure test of the entire system to verify that the leak has been fixed prior to payment. The District will pay Contractor in one lump sum payment within thirty (30) days from the date the pressure test has been completed satisfactorily.
3. Cause of Leak. If, during the course of Contractor's work, it is determined that Contractor's original contract work was defective and had caused the leak, Contractor waives its right to payment for the repair work. If the Contractor and District do not agree as to whether the leak was caused by Contractor's original construction work, the District or the Contractor may demand that a neutral third party consultant with experience in determining the cause of pipeline leaks inspect the facilities to determine if the leak was caused by Contractor's original construction work. If the third party inspector determines the leak was caused by Contractor's original work, the Contractor will pay the third party inspector's fees. If the third party inspector determines the leak was not caused by Contractor's original work, the District will pay the third party inspector's fees.
4. Warranty. Contractor's repair of the leak is subject to a 2-year warranty.
5. Schedule. The Contractor will start work within ten (10) days from the date the Contract is executed by both parties. Contractor will complete all work to fix the leak within thirty (30) days from the date construction begins, provided that the leak is at the upper or lower elbow.
6. Contractor's Exclusions. In terms of Contractor's exclusions set forth in Exhibit 1, the District accepts the exclusions concerning: encroachment and building permit fees; builder's risk insurance; survey; paving restoration; pipe materials and fittings; flushing and chlorinating; all testing and inspection services; pre-existing contaminated or hazardous soils or water handling and disposal; county and city permits or fees; imported structural backfill material; SWPPP; and landscape restoration. The District will be responsible for all costs relating to these exclusions.

**EXHIBIT 3**

**GENERAL CONDITIONS**  
**[Excluding Sections 2 and 3]**

**EXHIBIT 4**

**PAYMENT BOND AND PERFORMANCE BOND**

## **STAFF REPORT**

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

**From:** David Dickson, General Manager

**Agenda:** May 8, 2012

Report

Date: May 1, 2012

**Subject: Resolution No. 2012-03 Amending Policy for Sale and Purchase of Non-Priority Water Service Connections and Rules and Regulations for Sale and Purchase of Non-Priority Water Service Connections**

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### **Recommendation:**

Approve attached Resolution 2012-03.

### **Background:**

In 2010, as authorized under Resolution 2010-06, the District offered up to 40 non-priority connections for sale to owners of developed residential properties served by wells. We received applications to purchase fewer than 36 connections by the offer deadline, allowing everyone who applied the opportunity to purchase a connection and eliminating the need to conduct a lottery. The program resulted in the sale of 32.5 connections, leaving 7.5 connections of the authorized number unsold.

Subsequent to the 2010 sale, staff has received a number of inquiries from interested well owners who did not own their eligible properties at the time of the sale or did not participate in the initial program for other reasons. Addressing this interest by making the initially authorized but unsold connections available for sale would serve the District's continuing goal of getting developed residential properties onto the District's system.

The attached resolution amends the policy and the rules and regulations associated with the 2010 non-priority connections sale to allow the sale of additional connections for residential property served by wells. As with the initial program, we would conduct a lottery if we receive applications to purchase more connections than are available. Should any connections remain unsold, however, they would be available for purchase by qualified owners on a first-come-first-serve basis.

### **Fiscal Impact:**

Transmission and Storage Fee revenue of \$14,322 per connection sold (FY11-12 price).

**RESOLUTION NO. 2012-03**

**AMENDING POLICY FOR SALE AND PURCHASE  
OF NON-PRIORITY WATER SERVICE CONNECTIONS AND RULES AND REGULATIONS  
FOR SALE AND PURCHASE OF NON-PRIORITY WATER SERVICE CONNECTIONS**

**COASTSIDE COUNTY WATER DISTRICT**

WHEREAS, on July 13, 2010, by Resolution No. 2010-06, the Coastside County Water District (District) adopted a Policy for Sale and Purchase of Non-Priority Water Service Connections (Policy) and Rules and Regulations for Sale and Purchase of Non-Priority Water Services Connections (Rules);

WHEREAS, pursuant to the Policy, the District (1) made 36 5/8-inch non-priority water service connections available for purchase by property owners of developed residential property served exclusively by a water well and located within the boundary of the District; and (2) made an additional 4 5/8-inch non-priority water service connections available for purchase in partial capacity of 10 gallons per minute to accommodate property owners selected to purchase a 5/8-inch non-priority water service connection who needed a larger connection to serve residential development existing on the property;

WHEREAS, of the total 40 5/8-inch non-priority water service connections made available for purchase, only 32.5 5/8-inch non-priority water service connections were purchased and installed;

WHEREAS, the District now desires (1) to make the balance of 7.5 5/8-inch non-priority water service connections available for purchase under the same terms and conditions as set forth in the Policy and Rules; and (2) if all the remaining non-priority water service connections made available for purchase are not sold when initially offered, to sell the balance of the remaining non-priority water service connections on a first-come first-served basis in accordance with the Policy and Rules;

WHEREAS, the Board has determined that the rationale for making the remaining 7.5 5/8-inch water service connections available for purchase in accordance with the Policy and Rules is as set forth in Resolution No. 2010-06, and Resolution No. 2010-06 is incorporated herein by this reference;

WHEREAS, because of the potential that there will be more property owners who want to purchase a non-priority water service connection than non-priority water service connections available, the Board has determined (1) to sell the water service connections by random lottery to ensure that all property owners served by wells have the same opportunity to be selected to purchase a water service connection; (2) to allow the property owners to purchase only one connection that is of the size appropriate to serve the existing development on the property; (3) to require that the water service connection be installed within a relatively short period of time and to prohibit the transfer of the water service connection so that property owners with a current need and desire to connect to the District's water distribution system have the first opportunity to do so;

WHEREAS, the District will charge an administrative fee that is based on recovering the costs incurred by the District in developing, implementing and administering the sale and purchase of non-priority water service connections; and

WHEREAS, the Policy and Rules need to be amended solely to reflect the remaining number of non-priority water service connections that will be made available for purchase and to provide for the sale of the balance of the non-priority water service connections, if any, on a first-come first-served basis after the initial offer for purchase;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Coastside County Water District hereby adopts the Amended Policy for Sale and Purchase of Non-Priority Water Service Connections and the Amended Rules and Regulations for the Sale and Purchase of Non-Priority Water Service Connections, both of which are attached to this Resolution and incorporated herein by this reference.

PASSED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2012, by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
President, Board of Directors  
Coastside County Water District

ATTEST:

\_\_\_\_\_  
Secretary of the District

## COASTSIDE COUNTY WATER DISTRICT

### AMENDED POLICY FOR SALE AND PURCHASE OF NON-PRIORITY WATER SERVICE CONNECTIONS

(Adopted by Resolution No. 2010-06 on July 13, 2010  
and Amended by Resolution No. 2012-03 on May 8, 2012)

1. 7.5 5/8-inch non-priority water service connections will be made available for purchase to property owners located within the District boundaries.
2. Only owners of developed residential property currently served exclusively by a water well may purchase a non-priority water service connection. (Properties with domestic water service provided by a well and fire service provided by the District are also eligible.) The size of the water service connection may be no larger than necessary, as determined by the District, to serve the development existing on the property at the time the application to purchase a water service connection is submitted, and no water service connection purchased shall be larger than 3/4-inch (equivalent to 1.5 5/8-inch connections).
3. If applications are received for the purchase of more than 7.5 non-priority water service connections, the District will sell these non-priority water service connections by a random lottery that will be conducted by a third party consultant.
4. If less than 7.5 5/8-inch non-priority water service connections are purchased after the initial offer for sale, the District will sell the remaining 5/8-inch non-priority water service connections on a first-come first-served basis until all 7.5 5/8-inch non-priority water service connections authorized for purchase under this Amended Policy are sold.
5. An applicant is a person, corporation, partnership, trust, or other entity legally entitled to own real property. The applicant must have an ownership interest in the property that is the subject of the application at the time the application is submitted.
6. Only one application may be submitted per Assessor's Parcel Number.
7. Non-priority water service connections purchased under this policy may not be transferred to another Assessor's Parcel Number.
8. Non-priority water service connections purchased under this policy must be completely installed and the property owner must be receiving water service from the District within 12 months from the date the water service connection purchase agreement is executed by both the property owner and the District. If the property owner does not install the water service connection within this time period, the property owner loses the right to install that water service connection and the District will return to the property owner the Transmission and Storage Fee paid for the water service connection. The District, however, will retain the Administrative Fee paid by the property owner.
9. Property owners must comply with the Coastside County Water District Indoor Water Use Efficiency Ordinance, Ordinance No. 2010-01, prior to connecting to the District's water distribution system.

10. Property owners who do not abandon all existing wells serving the property upon installation of the water service connection must demonstrate compliance with the backflow prevention requirements of the District's General Regulations Regarding Water Service, Section W, "Backflow and Cross Connection Control."

## COASTSIDE COUNTY WATER DISTRICT

### AMENDED RULES AND REGULATIONS FOR SALE AND PURCHASE OF NON-PRIORITY WATER SERVICE CONNECTIONS (Adopted by Resolution No. 2010-06 on July 13, 2010 and Amended by Resolution No. 2012-03 on May 8, 2012)

1. The Policy for Sale and Purchase of Non-Priority Water Service Connections is incorporated into these Rules and Regulations for Sale and Purchase of Non-Priority Water Service Connections.
2. The District will advertise and solicit applications for the purchase of non-priority water service connections from owners of developed residential property currently served exclusively by a water well.
3. If applications to purchase no more than 7.5 5/8-inch connections are received by the deadline set by the District for submitting applications, then all applications will be deemed to be selected to purchase non-priority water service connections ("Winner"). If applications to purchase more than 7.5 5/8-inch non-priority water service connections are received, the District will proceed with the lottery process described in paragraph 4 below.
4. The lottery will be conducted by randomly selecting applications from the lottery box. Applications to purchase a total of no more than 7.5 5/8" connections will be deemed Winners in the order drawn and the remaining applications will be deemed Alternates.
5. The District will review each Winner's application to ensure it is complete and accurate. The District may disqualify any Winner whose application is incomplete or inaccurate. The District will notify the Winners of their selection by certified mail . The Winner must submit to the District the following items within 30 days from the date of notification:
  - a. A recorded or certified copy of the Deed evidencing ownership of the parcel identified in the application;
  - b. A completed copy of the District's "Worksheet for Sizing of Water Service Connections" showing existing fixture units.
  - c. A completed copy of the District's "Declaration of Intention for Use of Well" indicating whether the well will be destroyed or will continue to be used.
  - d. A Certified or Cashier's Check in the amount of the Transmission and Storage Fee for the 5/8" water service connection (or if a larger water service connection is necessary to serve the property, the current Transmission and Storage Fee for the larger diameter water service connection);
  - e. A Certified or Cashier's Check in the amount of \$500 for the non-refundable Administrative Fee; and
  - f. Two executed originals of the District's form of Water Service Connection Purchase Agreement.

6. If a Winner fails to submit all of the required items listed above within the time period specified, or if the Winner is found to have violated any of the Rules and Regulations for Sale and Purchase of Non-Priority Water Service Connections or the Policy for Sale and Purchase of Non-Priority Water Service Connections, the Winner will be disqualified and will not be issued a water service connection. All applications submitted will be checked for compliance with these Rules and Regulations and the Policy for Sale and Purchase of Non-Priority Water Service Connections.
7. If the District conducts a lottery, all water service connections provisionally awarded to disqualified Winners or to Winners who fail to submit all of the required documents and payments within 30 days of notification will be awarded to the Alternates in the order that the Alternates were drawn from the lottery box (for example, the first water service connection that becomes available as a result of disqualification of a Winner will be awarded to the Alternate first selected). The Alternates so selected will be deemed Winners and must satisfy all requirements set forth in these Rules and Regulations.
8. All the Rules and Regulations for Sale and Purchase of Non-Priority Water Service Connections and the Policy for Sale and Purchase of Non-Priority Water Service Connections apply to each water service connection sold under the Policy for Sale and Purchase of Non-Priority Water Service Connections.

## **STAFF REPORT**

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

**From:** David Dickson, General Manager

**Agenda:** May 8, 2012

Report

Date: May 4, 2012

**Subject:** General Manager's Report

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### **Recommendation:**

None. Information only.

### **Background:**

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

#### **SFPUC Rate Increase**

On April 24, 2010, SFPUC staff presented to the Public Utilities Commission the Proposed Wholesale Water Contract Rates for FY 2012-13. The staff recommended a rate increase of 11.4%, to \$2.93/ccf, with no mechanism for a mid-year reset based on water sales. This no-reset rate structure is consistent with BAWSCA's recommendation that the rate be fixed and that it should be based on a wholesale water sales projection of 137 MGD. The rate proposal also includes an Untreated Wholesale Water Rate Discount Factor of \$0.24/ccf for CCWD.

The PUC will consider adoption of the Fiscal Year 2012-13 rate proposal on May 8, 2012, and the new rates will become effective July 1, 2012.

## **MONTHLY REPORT**

**To:** David Dickson, General Manager  
**From:** Joe Guistino, Superintendent of Operations  
**Agenda:** April 10, 2012

**Report**  
**Date:** April 4, 2012

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### **Monthly Highlights**

#### Denniston Treated Water Booster Station

Testing with a temporary pump shows that we can achieve 650 gpm from Denniston Water Treatment Plant (WTP) once it comes back on line.

#### Miramontes Point Road Main Breaks

There were two breaks on this 10" Ductile Iron (DI) line one week apart.

#### April Torrential Rains and Electrical Storm

Damage to District assets include some slumping on the hill adjacent to the access road to Miramontes Tank, Denniston WTP access road flooding, Nunes WTP power outages and shutdowns, and a burnt out process recorder at Nunes WTP.

### **Source of Supply**

Pilarcitos Lake was the main source of supply for the month of April.

### **Systems Improvement**

#### Beautification

- Weed abatement at Nunes WTP and Pilarcitos Canyon
- New flagpole rope and flags.
- Bushes removed that were in front of the board room windows facing the carport.
- Carport housekeeping.
- National Fire Prevention Association (NFPA) signage at Nunes repainted
- Lichen and moss removed from Nunes WTP clearwell and washwater tank roofs.

#### Sample Stations

Our bacteriological testing sample stations were upgraded with stainless steel petcocks for ease of use and corrosion prevention.

#### Chlorine Residual Analyzers

Crews are upgrading our distribution system chlorine residual analyzers at our storage tanks to improve reliability and to prevent any off site discharges of spent analyzer water.

## **Update on Other Activities:**

### Sinkhole

A sinkhole was discovered on Denniston dam in the area above the lower intake line. We had Erler & Kalinowski Inc. (EKI) investigate with their geotechnical engineer and it was determined that a break in the intake line caused displacement of soil around the break which led to the formation of the sinkhole. Staff will make repairs this summer once the flows in Denniston Creek subside and the reservoir can be lowered to below the intake. We will coordinate lowering the lake in accordance with the needs of the farmer.

### Miramontes Point Road Main Breaks

Two main breaks occurred on the 10" main running up Miramontes Point Road near the Alves Tank. The breaks were about 100 feet apart and were caused by external corrosion. On both occasions, there were about 80 homes out of water for approximately 3 hours. We will be investigating the possibility of stray currents as the possible cause.

### Backflow Compliance Program

Crews installed backflow devices with protective cages at District Headquarters. Staff has been working on updating the District's backflow ordinance.

### April Torrential Rains

The torrential rains and thunderstorms of 12 April left the Nunes WTP without power on at least 3 occasions. Treatment/Distribution Operator Don Patterson responded and made sure that all systems were functioning properly after each power outage. We did not experience any water quality issues. The Honeywell monitoring device failed during the lightning storm and could not be brought back on line. The unit was swapped out with the Denniston device the next day.

Crews inspected all District sites after the rainstorms and found the Denniston Canyon access road flooded and significant slumping of the hillside adjacent to the access road up to Miramontes Tank. We are in the process of procuring bids to clean up the slide and shore up the hillside to prevent further damage. This work will be done once the rainy season is over.

The Denniston Road will be graded and rocked to lessen the severity of future flooding. I have filed an amended CDP request to improve the channel upstream of the reservoir to allow for better water quality and to prevent future flooding of the access road.

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

### Meetings Attended

2-5 April - Attended California/Nevada Section American Water Works Association (Cal/Nev AWWA) annual Spring Conference in Santa Clara.

12 April – Met with EKI and District Crews at Denniston Dam to discuss the sinkhole.

16 April – Met with CalCad to discuss Geographic Information System (GIS) mapping system.

17 April – Met with farmer Dave Lea to discuss intake repairs and dredging of Denniston

20 April – Met with Brennan and Dickson on backflow ordinance development.

23 April – Met with Director Reynolds and General Manager (GM) Dickson on backflow ordinance development.

### Safety Meetings and Training

-Safety Committee met on Wednesday, 11 April. Treatment Supervisor Twitchell was in attendance. Topics of discussion included: vehicle accidents, cell phone usage in vehicles, annual safety inspections, and proper signage.

-Safety training took place on 11 April at Sanitary Authority Midcoast (SAM). The topic this month was Personal Protective Equipment (PPE) and Environmental Hazard (toxic plants and animals). Twitchell, Whelen, Winch, Patterson, Duffy and Bruce were in attendance.

### Tailgate safety sessions in January

6 April – Setting Up a Safe Traffic Control Zone

9 April – Know What’s Below: Call 811 Before You Dig!

16 April – Safely Cutting Metal Pipe

23 April – C-O Could Spell D-E-A-T-H

### Training

Maintenance Worker Logan Duffy passed his California Distribution Operator II test. He now possesses a Treatment Operator II and Distribution Operator II certification and will be promoted to Treatment/Distribution Operator once he receives his certificate in the mail. He has been placed in the On Call Operator rotation.

Treatment/Distribution Operators Matt Damrosch and Jon Bruce attended a class on Cla-Valve operation and design in Santa Cruz on 4 April.

Treatment/Distribution Operator Don Patterson attended the Cal/Nev AWWA Spring Conference in Santa Clara on 4 April.

Treatment/Distribution Operators Jon Bruce and Jack Whelen attended a class on Department of Transportation (DOT) rules and regulations on 19 April.

Treatment Supervisor Steve Twitchell passed the test and received his Distribution Operator Grade IV certification.

## **Regulatory Agency Interaction**

### California Department of Public Health (DPH)

There were no interactions with DPH in April

### County of San Mateo

Submitted the Notice of Exemption for the Avenue Cabrillo Project. We also discussed the amendment to our Coastal Development Permit (CDP) for Denniston Dredging to better define the Denniston stream channel. We await their review and reply.

## **Projects**

### Tank Recoating Projects- Half Moon Bay (HMB) Tank 1

Topcoat complete on both tanks and internal lining touched up on HMB Tank 2.

### Denniston Water Treatment Improvement Project

- Sloped floor of the wash water clarifiers complete.
- Kennedy/Jenks (K/J) assigned to make design improvements on the existing wash water return pump system and the Treated Water Booster Station.
- Solids contact clarifier washwater tank site relocated away from the main power feed for the facility.
- Change order request from District to install anti climb door for the above mentioned washwater tank ladder and to procure and install an effluent flow meter.
- Treatment Staff is working with K/J and Roberts Filter to design new Denniston WTP operation manuals and daily inspection sheets.
- Staff seeking quotes to replace the deteriorated inspection hatches on the existing alum tank and pressure filters.

### Cahill Tank Ladder Replacement

Crews prepared foundation for Cahill Tank ladder replacement project. The present ladder is made of fiberglass which has severely deteriorated since installed in the mid 90s.

### Crystal Springs Alternative Intake Project

The divers have capped the second intake to Crystal Springs Pump Station (PS) and Bay Valve is scheduled to remove the operating valves in the tunnel on the week of 7 May.

### Avenue Cabrillo Project

The Notice Of Exemption was filed for this project with San Mateo County Planning Department on 24 April. Mr. Teter is preparing bid specs for this project.

### Denniston Treated Water Booster Station

Undersized piping in the Clipper Ridge neighborhood of El Granada has staff concerned as to the discharge capacity of Denniston WTP. In order to assess the capacity of the piping in this neighborhood, District crews, under the guidance of Jim

Teter, conducted a test using the District's portable pump that was temporarily installed on the treated water booster piping constructed by District crews over the last year. We conducted a test on 18 April to derive maximum flow and pressure changes in the Clipper Ridge neighborhood of El Granada. The system was able to handle a flow of 650 gpm and the pressure in the neighborhood increased 10 psi to a maximum of 150. Funds have been allotted in the Capital Improvement Plant (CIP) for a number of years now for pipeline improvement to achieve the desired flow rate to be designed and constructed over Fiscal Year (FY) 17 and 18. There were no water quality complaints resultant from this testing.

#### Pilarcitos Canyon Blending Station

Crews are coordinating with Andreini Bros. construction to replace the present hydro valve on the Crystal Springs Pipeline with the specially designed pressure reducing valve (PRV) purchased last year for this project. They will also be installing a vault on the Pilarcitos Pipeline that will contain a flow meter and ancillary instrumentation.

#### Other Projects in Queue

-El Granada Tank 2 Repair and Recoating Project. District Engineer Jim Teter is in the planning stage for this project which will commence next fiscal year.

-Alves Tank Recoating Project. District Engineer Jim Teter is designing a temporary pump station that will allow us to take this tank off line during repairs and coating.

-Pilarcitos pipeline crossing. The District presently has an 8" cast iron pipeline that crosses directly under Pilarcitos Creek behind the Strawflower Plaza Shopping Center. It is not buried very deep and is a vulnerable point in our distribution system. Mr. Teter is considering an above creek pipe crossing.

-Nunes WTP Hydro pneumatic System. The utility water system at Nunes WTP is controlled via an outdated and deteriorating relay system. I am presently preparing a Request For Proposal (RFP) to replace this system with one that is digitally controlled by a Programmable Logic Controller (PLC) and that can dovetail with the Supervisory Control and Data Acquisition (SCADA) system presently in design.

-Railroad Avenue Pipeline Replacement Project. Mr. Teter is preparing bid specs for this project.

# Monthly Report

**To:** David Dickson, General Manager  
**From:** Cathleen Brennan, Water Resources Analyst  
**Agenda:** May 8, 2012

**Subject:** Water Resources Report

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This report includes the following items:

- California Department of Water Resources Snow Survey
  - District's Water Supply Conditions
    - SFPUC - Imported Water Supply
    - Local Water Supply
  - Home Depot Parking Lot Garden Event - Saturday, April 28, 2012
- 

## □ California Department of Water Resources Snow Survey

The Department of Water Resources performed their final snow survey for water year 2012 on May 1<sup>st</sup>. The results show that statewide snowpack water content is only 40% of normal to date.



## □ District's Water Supply Conditions

### San Francisco Public Utilities Commission (SFPUC) - Imported Water

The SFPUC announced on April 13, 2012 that due to carryover storage from last year, current snowpack, forecasted reservoir inflow and reduced demand they will be able to provide full deliveries to their customers this year.

### Local Water Supply

Local weather records (*NOAA Station-Half Moon Bay - 04-3714-04*) show that precipitation for this water year is approximately 61% (14.91 inches) of average for year to date.

□ **Home Depot Parking Lot Garden Events**

Home Depot is hosting Bay Area Garden-Friendly Parking Lot Events this spring and summer. Local water agencies are partnering with Home Depot and other sponsors to help promote the events and to assist with educating the public about water efficient gardening and irrigation. Coastside County Water District helped BAWSCA staff the event on Saturday, April 28<sup>th</sup> in San Carlos. The photos below were taken at the San Carlos event.

