

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

SPECIAL CLOSED SESSION

Tuesday, May 13, 2008 – 6:00 p.m.

AGENDA

1) CLOSED SESSION

A. Public Employee Performance Evaluation

(Cal. Govt. Code Section §§54957):

Title: General Manager

**B. Conference with Legal Counsel – Significant Exposure to
Litigation**

Initiation of litigation pursuant to subdivision (b) of
Section §§54956.9

One (1) potential case

2) RECONVENE TO OPEN SESSION

Public report of closed session action.

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MEETING OF THE BOARD OF DIRECTORS

May 13, 2008 - 7:00 p.m.

AGENDA

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

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

1) ROLL CALL

2) PLEDGE OF ALLEGIANCE

3) PUBLIC ANNOUNCEMENTS

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

4) CONSENT CALENDAR

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

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

- A. Requesting the Board to review disbursements for the month Ending April 30, 2008- Claims: \$1,288,576.49; Payroll: \$69,864.93 for a total of \$1,358,441.42 ([attachment](#))
- B. Acceptance of Financial Reports ([attachment](#))
- C. Minutes of the April 8, 2008, 2008 Board of Directors Meeting ([attachment](#))
- D. Minutes of the April 14, 2008 Special Board of Directors Meeting ([attachment](#))
- E. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- F. Total CCWD Production Report ([attachment](#))
- G. CCWD Monthly Sales by Category Report ([attachment](#))
- H. April 2008 Leak Report ([attachment](#))
- I. Rainfall Reports ([attachment](#))
- J. San Francisco Public Utilities Commission Hydrological Conditions Report for April 2008 ([attachment](#))
- K. Notice of Completion - Acceptance of Granada Tank # 1 ([attachment](#))
- L. Award of Contract for Nunes Underground Storage Tank Removal and Above Ground Storage Tank Installation Project ([attachment](#))
- M. CCWD letter of support for AB 2437 (Ruskin) amending sections of the California water code to ensure ongoing State oversight of San Francisco's program to rebuild the earthquake prone Hetch Hetchy water delivery system ([attachment](#))

5) DIRECTOR COMMENTS / MEETINGS ATTENDED

6) GENERAL BUSINESS

- A. El Granada Pipeline Phase 3 Construction Progress Update ([attachment](#))
- B. Fiscal Year 2008-2009 Revenue and Expense Budget - Draft ([attachment](#))
- C. Automatic Meter Reading (AMR) Pilot Program Results ([attachment](#))
- D. Denniston CT/System Chlorination Violation ([attachment](#))

7) GENERAL MANAGER'S REPORT ([attachment](#))

- A. Monthly Water Resources Report ([attachment](#))
- B. Water Shortage and Drought Contingency Plan Update ([attachment](#))

8) ADJOURNMENT

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Void Amount</u>	<u>Check Amount</u>
10780	ALV01	ALVES PETROLEUM, INC.	04/03/2008	0.00	2,710.44
10781	ASC01	EVERETT ASCHER	04/03/2008	0.00	139.31
10782	ATT01	AT&T MOBILITY	04/03/2008	0.00	618.26
10783	COA 15	COASTSIDE NET, INC	04/03/2008	0.00	59.95
10784	HAR03	HARTFORD LIFE INSURANCE CO.	04/03/2008	0.00	2,522.15
10785	JMB01	JMB CONSTRUCTION, INC.	04/03/2008	0.00	753,027.25
10786	KAI01	KAISER FOUNDATION HEALTH	04/03/2008	0.00	9,216.00
10787	KEN01	KEN'S COASTAL PAINTS	04/03/2008	0.00	228.41
10788	PAC02	PACIFICA CREDIT UNION	04/03/2008	0.00	637.00
10789	SAN24	SAN MATEO COUNTY	04/03/2008	0.00	45.00
10790	SER04	SERRAMONTE FORD, INC.	04/03/2008	0.00	17,930.15
10791	VAL01	VALIC	04/03/2008	0.00	1,305.00
10792	ALL04	ALLIED WASTE SERVICES #925	04/18/2008	0.00	205.65
10793	ASC01	EVERETT ASCHER	04/18/2008	0.00	1,151.14
10794	ASS01	ACWA SERVICES CORPORATION	04/18/2008	0.00	17,317.32
10795	ASS08	ASSOC. CALIF. WATER AGENCY	04/18/2008	0.00	8,771.00
10796	BFI02	BFI OF CALIFORNIA, INC.	04/18/2008	0.00	1,452.00
10797	COA19	COASTSIDE COUNTY WATER DIST.	04/18/2008	0.00	375.07
10798	HAR03	HARTFORD LIFE INSURANCE CO.	04/18/2008	0.00	2,522.15
10799	LAN04	RICOH AMERICAS CORPORATION	04/18/2008	0.00	368.12
10800	MET06	METLIFE SBC	04/18/2008	0.00	1,238.92
10801	PAC 01	PACIFIC GAS & ELECTRIC CO.	04/18/2008	0.00	6,235.48
10802	PAC02	PACIFICA CREDIT UNION	04/18/2008	0.00	637.00
10803	PUB01	PUB. EMP. RETIRE SYSTEM	04/18/2008	0.00	32,100.78
10804	ROB 01	ROBERTS & BRUNE CO.	04/18/2008	0.00	13,524.09
10805	VAL01	VALIC	04/18/2008	0.00	1,305.00
10806	ADP01	ADP, INC.	04/28/2008	0.00	456.95
10807	AME09	AMERICAN WATER WORKS ASSOC.	04/28/2008	0.00	1,685.00
10808	AND01	ANDREINI BROS. INC.	04/28/2008	0.00	20,035.96
10809	ATC01	ATCHISON, BARISONE	04/28/2008	0.00	6,102.17
10810	AZT01	AZTEC GARDENS	04/28/2008	0.00	190.00
10811	BAY01	BAY AREA AIR QUALITY MGMT DIST	04/28/2008	0.00	383.00
10812	BIG01	BIG CREEK LUMBER	04/28/2008	0.00	274.34
10813	BIO01	BIOVIR LABORATORIES, INC.	04/28/2008	0.00	877.54
10814	BOR01	BORGES & MAHONEY, INC.	04/28/2008	0.00	3,545.35
10815	CAL08	CALCON SYSTEMS, INC.	04/28/2008	0.00	10,231.71
10816	CAL31	ONTRAC	04/28/2008	0.00	619.12
10817	CAR02	CAROLYN'S CLEANING SERVICE	04/28/2008	0.00	425.00
10818	CAR04	CAROLLO ENGINEERS	04/28/2008	0.00	65,159.73
10819	COA01	COASTSIDE LAND SURVEYING	04/28/2008	0.00	6,436.25
10820	COR 04	CORRPRO COMPANIES, INC.	04/28/2008	0.00	1,740.00
10821	CSI01	CSI SERVICES, INC.	04/28/2008	0.00	1,452.00
10822	CUS01	D/B/A CUSTOM TRUCK CUSTOM TOPS, INC.	04/28/2008	0.00	1,495.29
10823	DAT01	DATAPROSE	04/28/2008	0.00	1,511.99
10824	DEA01	DEAN DINELLI GARAGE DOORS	04/28/2008	0.00	1,745.45
10825	DEP 07	DEPARTMENT OF PUBLIC HEALTH	04/28/2008	0.00	14,160.15
10826	ENR01	ENRIQUEZ MD, JOSEFINA	04/28/2008	0.00	125.00
10827	EWI01	EWING IRRIGATION PRODUCTS	04/28/2008	0.00	399.29
10828	FAS01	FAST REPOSE ON-SITE TESTING	04/28/2008	0.00	737.40
10829	FEN02	CALIFORNIA SITE SERVICES, INC.	04/28/2008	0.00	400.00
10830	FIR06	FIRST NATIONAL BANK	04/28/2008	0.00	1,867.45
10831	GAR07	GARDINI ELECTRIC CO., INC.	04/28/2008	0.00	1,447.88
10832	GEM01	GEMPLER'S, INC.	04/28/2008	0.00	1,196.20
10833	GRA 03	GRAINGER, INC.	04/28/2008	0.00	2,173.97
10834	GRA05	GRANITEROCK	04/28/2008	0.00	462.56
10835	GRA07	THE GRAPHIC WORKS	04/28/2008	0.00	45.00
10836	HAC01	HACH CO., INC.	04/28/2008	0.00	1,330.54
10837	HAL 01	HMB BLDG. & GARDEN INC.	04/28/2008	0.00	2,317.10
10838	HAL04	HALF MOON BAY REVIEW	04/28/2008	0.00	1,160.00
10839	HAL24	H.M.B.AUTO PARTS	04/28/2008	0.00	145.48
10840	HAN04	HANSEN INFORMATION TECHNOLOGY	04/28/2008	0.00	2,142.00
10841	IED01	IEDA, INC.	04/28/2008	0.00	1,000.00

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Void Amount</u>	<u>Check Amount</u>
10842	IRO01	IRON MOUNTAIN	04/28/2008	0.00	218.02
10843	IRV01	IRVINE, DAVID E.	04/28/2008	0.00	2,285.00
10844	IRV02	IRVINE, DAVID E.	04/28/2008	0.00	3,561.25
10845	JAM01	JAMES FORD, INC.	04/28/2008	0.00	88.00
10846	LAN04	RICOH AMERICAS CORPORATION	04/28/2008	0.00	903.49
10847	LEW01	LEWIS & TIBBITTS, INC	04/28/2008	0.00	92,474.48
10848	MAZ01	MAZE & ASSOCIATES, INC.	04/28/2008	0.00	368.75
10849	MCT01	MCTV6	04/28/2008	0.00	525.00
10850	MET05	METRO MOBILE COMMUNICATIONS	04/28/2008	0.00	1,497.88
10851	MIS01	MISSION UNIFORM SERVICES INC.	04/28/2008	0.00	149.16
10852	MON07	MONTEREY COUNTY LAB	04/28/2008	0.00	9,146.00
10853	NAT01	NATIONAL BUSINESS FURNITURE	04/28/2008	0.00	857.23
10854	OCE04	OCEAN SHORE CO.	04/28/2008	0.00	674.30
10855	OFF01	OFFICE DEPOT	04/28/2008	0.00	1,285.68
10856	PAU 01	PAULO'S AUTO CARE	04/28/2008	0.00	131.25
10857	PAV01	PAVEX/GRANITEROCK	04/28/2008	0.00	1,390.34
10858	PIT04	PITNEY BOWES	04/28/2008	0.00	231.00
10859	PUM01	PUMP REPAIR SERVICE CO. INC.	04/28/2008	0.00	12,619.78
10860	RAD02	RADIX CORPORATION	04/28/2008	0.00	2,530.80
10861	RAT01	RATHBORNE CONSULTING GROUP	04/28/2008	0.00	640.00
10862	ROG01	ROGUE WEB WORKS, LLC	04/28/2008	0.00	275.00
10863	SAN 02	BAY AREA WATER SUPPLY &	04/28/2008	0.00	4,689.00
10864	SAN05	SAN MATEO CTY PUBLIC HEALTH LA	04/28/2008	0.00	384.00
10865	SBC02	AT&T	04/28/2008	0.00	1,116.27
10866	SBC03	AT&T LONG DISTANCE	04/28/2008	0.00	43.79
10867	SEA03	SEAN M. TRACTOR & TRUCKING	04/28/2008	0.00	755.24
10868	SEW 01	SEWER AUTH. MID- COASTSIDE	04/28/2008	0.00	570.00
10869	SIE 02	SIERRA CHEMICAL CO.	04/28/2008	0.00	2,791.33
10870	T&T01	T & T VALVE AND INSTRUMENT, IN	04/28/2008	0.00	74,997.02
10871	TAI02	TAIT ENVIRONMENTAL SYSTEMS	04/28/2008	0.00	400.00
10872	TEM01	TEMPRESCO, INC.	04/28/2008	0.00	639.40
10873	TET 01	JAMES TETER	04/28/2008	0.00	25,969.99
10874	TRC01	TRC	04/28/2008	0.00	3,848.75
10875	TWI01	STEVE TWITCHELL	04/28/2008	0.00	583.65
10876	UB*00471	ROSE HERNANDEZ	04/28/2008	0.00	39.02
10877	UB*00472	PAULA GARAT	04/28/2008	0.00	50.99
10878	UB*00473	M. ELLISON/A. APOLINARIO	04/28/2008	0.00	66.00
10879	UB*00474	TULLY MANSFIELD	04/28/2008	0.00	11.65
10880	UB*00475	TERA MURRAY	04/28/2008	0.00	24.20
10881	UB*00476	NICOLE GAULT	04/28/2008	0.00	40.61
10882	UB*00477	SUMMER ROGAN	04/28/2008	0.00	10.60
10883	UB*00478	GEORGE/CHARLEEN COSTA	04/28/2008	0.00	32.58
10884	UB*00479	GEORGE/CHARLEEN COSTA	04/28/2008	0.00	6.00
10885	UB*00480	JOSH RIGGLEMAN	04/28/2008	0.00	57.62
10886	UB*00481	CHERRY WORRING	04/28/2008	0.00	36.90
10887	UB*00482	DANIEL/ERIKA WHITEMORE	04/28/2008	0.00	52.56
10888	UB*00483	BEN ORES	04/28/2008	0.00	75.99
10889	WES11	WEST COAST AGGREGATES, INC.	04/28/2008	0.00	397.41
10890	ZAR01	BRIAN/MARGO ZARKER	04/28/2008	0.00	88.00
10891	ZWI01	IRENNE ZWIERLEIN	04/28/2008	0.00	7,826.00

Report Total: 0.00 1,288,576.49

COASTSIDE COUNTY WATER DISTRICT

INVESTMENT REPORT

April 30, 2008

		<i>Restricted</i>	<i>Restricted</i>	<i>Restricted for CSP CIP Projects</i>		
	CASH FLOW & OPERATING RESERVE	EMERGENCY RESERVES	CAPITAL EXPENDITURES	DISTRICT CSP CONTRIBUTION	CSP T&S FEES	TOTAL
DISTRICT BALANCES						
<u>CASH IN FNB</u>						
OPERATING ACCOUNT			\$219,362.82			\$219,362.82
CSP T&S ACCOUNT					\$1,044,085.46	\$1,044,085.46
TOTAL FIRST NATIONAL BANK	\$0.00	\$0.00	\$219,362.82	\$0.00	\$1,044,085.46	\$1,263,448.28
CASH WITH L.A.I.F	\$297,900.00	\$700,000.00	\$1,956,697.72	\$267,655.14	\$1,987,497.44	\$5,209,750.30
UNION BANK - Project Fund Balance			\$4,493,335.76			\$4,493,335.76
CASH ON HAND	\$2,130.00					\$2,130.00
TOTAL DISTRICT CASH BALANCES	\$300,030.00	\$700,000.00	\$6,669,396.30	\$267,655.14	\$3,031,582.90	\$10,968,664.34
ASSESSMENT DISTRICT BALANCES						
<u>CASH IN FIRST NATIONAL BANK (FNB)</u>						
REDEMPTION ACCOUNT		\$ 68,312.47				
RESERVE ACCOUNT (Closed Account 8-4-04)		\$ -				
TOTAL ASSESSMENT DISTRICT CASH		\$ 68,312.47				
<i>This report is in conformity with CCWD's Investment Policy and there are sufficient funds to meet CCWD's expenditure requirements for the next three months.</i>						

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

DATE: APRIL 2008

DESCRIPTION	ACCT NO	CONTRACT AMOUNT	FY 07/08 ACTUAL TO DATE	FY 07/08 CIP BUDGET
<u>PIPELINE PROJECTS</u>				
Main Street/Hwy 92 Widening Project (Non-CSP Portion)	1120-93		\$141,295	\$650,000
<u>WATER TREATMENT PLANTS</u>				
Nunes Filter Media Replacement	1121-25		\$7,552	\$100,000
Nunes WTP- Filter BW Stations	1121-26		\$19,659	\$15,000
Nunes WTP -Raw Water Turbidimeter	1118-10		\$4,588	\$10,000
Nunes UST removal and replaced with AGST	1118-10		\$1,360	\$60,000
Nunes WTP -Plant Lighting	1118-10		\$14,156	\$15,000
Nunes WTP - Filter, BW, and SW Flow Meters Replacement	1118-10		\$12,768	\$12,000
Nunes WTP - Head Loss System Replacement	1118-10			\$15,000
Denniston WTP- Alarm Annunciator Panel	1118-11			\$3,000
Denniston WTP- Filter Valve Replacement	1118-11		\$74,997	\$75,000
Denniston WTP- Honeywell Recorder	1118-11		\$8,529	\$7,000
Denniston WTP- Filter Flow Meters	1118-11			\$6,000
<u>FACILITIES & MAINTENANCE</u>				
Denniston Restoration	1120-03		\$18,211	\$26,000
Meter Pilot Program	1121-41		\$27,158	\$40,000
Meter Change Program	1117-06		\$12,007	\$16,000
City & County Projects (resurfacing/raising boxes)	1120-86		\$13,783	\$31,000
Replace shop roof	1118-01		\$4,169	\$8,000

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

EQUIPMENT PURCHASE & REPLACEMENT

Vehicle Replacement	1118-04		\$35,834	\$40,000
Computer System	1118-02		\$9,723	\$15,000
Office Equipment/Furniture	1118-02		\$20,880	\$20,000
SCADA/Telemetry	1121-82		\$5,981	\$125,000
New tapping machine	1118-03			\$6,000
Front-end Loader with Scraper Box	1118-04		\$61,296	\$50,000
Portable trailer light stand	1118-03		\$8,119	\$12,000
Valve and vacuum trailer	1118-03		\$46,073	\$50,000

PUMP STATIONS / TANKS / WELLS

Replace tunnel air transport line	1118-12			\$100,000
Sump Pump in main line vault at Crystal Springs	1118-12			\$3,000
Crystal Springs Soft Starts P1 and P3	1118-12			\$45,000
Well Rehabilitation	1121-38		\$20,527	\$80,000
Cahill Tank - Exterior paint and ladder replacement				\$160,000
PRV Valves Replacement Project	1121-43		\$23,621	\$20,000
Wells- Flow Meter and Chart Recorders				\$25,000
CSP Motor and Pump Rehabilitation	1121-30		\$4,128	\$50,000
EI Granada Storage Tank Modification Project	1121-42		\$195,788	

DENNISTON WTP (PRIORITY) IMPROVEMENTS

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

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

NUNES WTP (PRIORITY) IMPROVEMENTS

Nunes WTP Short Term Modifications - Subproject	1121-21		\$19,834	\$809,000
TP/PS - Short Term Improvement Project (work by District Engineer)	1121-21		\$106,323	

NON-BUDGETED ITEMS (CAPITAL EXPEDITURES)

- SAMPLE STATION (8/07)	1118-03	\$3,011
- BOAT W/OARS (8/07)	1118-11	\$2,152
- Drilling/Tapping Machine (9/07)	1118-03	\$4,171
- Air Powered Cut Off Saw (9/07)	1118-03	\$2,590
- Walk behind Saw	1118-03	\$2,566
- Camera for Corp Yard / Alarm for Shop	1121-29	\$3,500
- Cahill Ridge - Tank Study	1120-47	\$816
- Highway One (South) Pipeline Replacment	1121-46	\$5,457

TOTALS		\$1,243,621	\$4,227,000
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**COASTSIDE COUNTY WATER DISTRICT
CRYSTAL SPRINGS PROJECT
CAPITAL PROJECTS FY 07/08**

April 30, 2008

<u>PROJECT</u>	<u>Actual to date</u>	<u>FY 07/08 CIP Budget</u>	<u>% Completed</u>
El Granada Pipeline Phase 3 1128-03	\$1,041,575	\$2,701,000	38.6%
Contingency		\$100,000	
TOTALS	\$1,041,575	\$2,801,000	37.2%

Carryover from FY 06/07

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

**COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
PERIOD ENDING APRIL 30, 2008**

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
REVENUE									
1-0-4120-00	Water Revenue -All Areas	297,823	304,395	(6,572)	(2.2%)	4,140,087	4,402,586	(262,499)	(6.0%)
1-0-4170-00	Water Taken From Hydrants	1,438	2,083	(645)	(31.0%)	22,620	20,833	1,787	8.6%
1-0-4180-00	Late Notice -10% Penalty	2,918	5,000	(2,082)	(41.6%)	37,605	50,000	(12,395)	(24.8%)
1-0-4230-00	Service Connections	1,534	500	1,034	206.8%	8,614	5,000	3,614	72.3%
1-0-4920-00	Interest Earned	32,202	22,798	9,404	0.0%	144,115	91,192	52,923	58.0%
1-0-4925-00	Interest Revenue T&S Fees	0	0	0	0.0%	0	0	0	0.0%
1-0-4927-00	Inerest Revenue Bond Funds	0	0	0	0.0%	0	0	0	0.0%
1-0-4930-00	Tax Apportionments/Cnty Checks	232,294	205,000	27,294	13.3%	606,453	565,000	41,453	7.3%
1-0-4950-00	Miscellaneous Income	3,903	6,000	(2,097)	(35.0%)	65,789	60,000	5,789	9.6%
1-0-4960-00	CSP Assm. Dist. Processing Fee	0	0	0	0.0%	0	0	0	0.0%
1-0-4965-00	ERAF REFUND -County Taxes	0	0	0	0.0%	185,959	100,000	85,959	86.0%
1-0-4235-00	CSP Connection T & S Fees	0	0	0	0.0%	59,245	0	59,245	0.0%
1-0-4970-00	Wavecrest Reserve Conn. Fees	0	0	0	0.0%	20,074	0	20,074	0.0%
REVENUE TOTALS		572,112	545,776	26,336	4.8%	5,290,561	5,294,611	(4,050)	(0.1%)
EXPENSES									
1-1-5130-00	Water Purchased	0	113,899	113,899	100.0%	903,157	1,076,997	173,840	16.1%
1-1-5710-00	Deprec, Trucks, Tools, Equip.	0	0	0	0.0%	0	0	0	0.0%
1-1-5230-00	Pump Exp, Nunes T P	1,521	1,040	(481)	(46.3%)	13,014	10,740	(2,274)	(21.2%)
1-1-5231-00	Pump Exp, CSP Pump Station	190	0	(190)	0.0%	223,641	202,042	(21,599)	(10.7%)
1-1-5232-00	Pump Exp, Trans. & Dist.	1,745	1,910	165	8.6%	17,754	20,213	2,459	12.2%
1-1-5233-00	Pump Exp, Pilarcitos Can.	2,249	1,835	(414)	(22.6%)	5,619	11,000	5,381	48.9%
1-1-5234-00	Pump Exp. Denniston Proj.	42	5,033	4,991	99.2%	31,261	57,914	26,653	46.0%
1-1-5242-00	CSP Pump Station Operations	592	0	(592)	0.0%	6,290	8,376	2,086	24.9%
1-1-5235-00	Denniston T.P. Operations	6,119	5,858	(261)	(4.5%)	47,343	65,780	18,437	28.0%
1-1-5236-00	Denniston T.P. Maintenance	30,547	2,750	(27,797)	(1010.8%)	47,108	27,500	(19,608)	(71.3%)
1-1-5240-00	Nunes T P Operations	9,768	8,313	(1,455)	(17.5%)	95,175	87,233	(7,942)	(9.1%)
1-1-5241-00	Nunes T P Maintenance	14,827	4,033	(10,794)	(267.6%)	41,536	40,330	(1,206)	(3.0%)
1-1-5243-00	CSP Pump Station Maintenance	0	5,100	5,100	100.0%	4,192	40,800	36,608	89.7%
1-1-5318-00	Studies/Surveys/Consulting	1,640	2,222	582	26.2%	53,136	26,006	(27,130)	(104.3%)
1-1-5321-00	Water Conservation	760	4,458	3,698	83.0%	23,697	47,083	23,386	49.7%
1-1-5322-00	Community Outreach	525	2,023	1,498	74.0%	6,771	20,225	13,454	66.5%
1-1-5620-00	Office Supplies & Expense	6,727	9,279	2,552	27.5%	87,978	92,792	4,814	5.2%
1-1-5621-00	Computer Services	7,545	2,364	(5,180)	(219.1%)	46,655	36,842	(9,813)	(26.6%)
1-1-5625-00	Meetings / Training / Seminars	4,183	2,333	(1,850)	(79.3%)	24,703	23,333	(1,370)	(5.9%)

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5630-00	Insurance	39,773	49,094	9,322	19.0%	384,389	411,444	27,055	6.6%
1-1-5681-00	Legal	4,718	4,750	32	0.7%	43,111	47,500	4,389	9.2%
1-1-5682-00	Engineering	2,210	2,500	290	11.6%	11,020	25,000	13,981	55.9%
1-1-5683-00	Financial Services	369	2,942	2,573	87.5%	14,828	29,417	14,589	49.6%
1-1-5687-00	Membership, Dues, Subscript.	6,584	4,080	(2,504)	(61.4%)	37,890	40,804	2,915	7.1%
1-1-5688-00	Election Expenses	0	0	0	0.0%	34,020	15,000	(19,020)	(126.8%)
1-1-5689-00	Labor Relations	0	0	0	0.0%	0	0	0	0.0%
1-1-5700-00	San Mateo County Fees	0	250	250	100.0%	7,269	8,700	1,431	16.4%
1-1-5705-00	State Fees	14,543	5,000	(9,543)	0.0%	21,906	37,000	15,094	40.8%
1-1-5711-00	Debt Srvc/Existing Bonds 1998A	0	0	0	#DIV/0!	270,006	271,095	1,089	0.4%
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	0	0	0	#DIV/0!	485,418	483,148	(2,270)	(0.5%)
1-1-5713-00	Contribution to CIP & Reserves	34,311	34,311	0	0.0%	343,108	343,108	0	0.0%
1-1-5411-00	Salaries & Wages -Field	67,153	62,135	(5,018)	(8.1%)	670,350	652,413	(17,937)	(2.7%)
1-1-5610-00	Salaries/Wages-Administration	43,725	43,631	(94)	(0.2%)	434,319	458,124	23,805	5.2%
1-1-5640-00	Employees Retirement Plan	31,142	27,298	(3,844)	(14.1%)	303,210	286,629	(16,581)	(5.8%)
1-1-5684-00	Payroll Tax Expense	8,496	7,660	(835)	(10.9%)	82,135	80,435	(1,700)	(2.1%)
1-1-5412-00	Maintenance -General	12,728	12,048	(680)	(5.6%)	129,836	120,480	(9,356)	(7.8%)
1-1-5414-00	Motor Vehicle Expense	6,865	4,208	(2,657)	(63.1%)	46,854	42,083	(4,770)	(11.3%)
1-1-5415-00	Maintenance -Well Fields	1,700	1,376	(324)	(23.5%)	23,310	20,645	(2,665)	(12.9%)
1-1-5745-00	CSP Connect. Reserve Contribu.	0	0	0	0.0%	59,245	0	(59,245)	0.0%
1-1-5746-00	Wavecrest CSP Connt. Reserve	0	0	0	0.0%	20,074	0	(20,074)	0.0%
EXPENSE TOTALS		363,295	433,734	70,439	16.2%	5,101,326	5,268,229	166,903	3.2%
NET INCOME		208,817	112,042	96,775		189,235	26,382	162,852	

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

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

Month	Admin (General Legal Fees)	CSP	Transfer Program	CIP	Personnel	Lawsuits 62% Reimbursable	Infrastructure Project Review (Reimbursable)	TOTAL
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May-07	3,531	1,014	234	566	878		293	6,515
Jun-07	2,716	449	234	117	1,806			5,322
Jul-07	4,386	98	117	98	605	3		5,305
Aug-07	4,363	907	156	98	2,223			7,746
Sep-07	6,119	585			176			6,879
Oct-07	4,143	1,326		253	2,906			8,628
Nov-07	2,916	544	254	156	1,424			5,293
Dec-07	3,710			566	59			4,334
Jan-08	3,854	1,386						5,240
Feb-08	1,630	1,305		1,956				4,891
Mar-08	2,353	312		59				2,724
Apr-08	4,718	293	78	1,014				6,102

TOTAL	44,439	8,217	1,073	4,881	10,074	3	293	68,978
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**Engineer Cost Tracking Report
12 Months At-A-Glance**

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

Month	Admin & Retainer	Phase 3 EG Pipeline	CIP	Short Term WTP Imprv.	Studies & Projects	TOTAL	Reimbursable from Projects
May-07	1,228	13,388		3,965		18,581	
Jun-07	1,456	4,945		15,097		21,498	
Jul-07	2,507	15,158	659	2,175		20,499	
Aug-07	954	8,400		6,548		15,901	
Sep-07	954	4,033		16,982	157	22,126	157
Oct-07	954	6,380		9,120		16,454	
Nov-07	1,190	813		18,697		20,700	
Dec-07	1,347	1,279		5,269		7,894	
Jan-08	1,268	4,593		7,585	3,249	16,696	3,249
Feb-08	1,190	7,099	1,051	6,246		15,586	
Mar-08	954	1,413	314	18,019	157	20,857	157
Apr-08	2,210	1,413	5,535	15,681	1,131	25,970	1,131
TOTAL	16,210	68,915	7,559	125,385	4,694	222,762	4,694

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE BOARD OF DIRECTORS MEETING

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

- 1) **ROLL CALL:** President Ascher called the meeting to order at 7:00 p.m. Present at roll call were Directors Ken Coverdell, Jim Larimer and Bob Feldman. Vice President Chris Mickelsen was absent.

Also present were: David Dickson, General Manager; Tony Condotti, Legal Counsel; Joe Guistino, Superintendent of Operations; James Teter, District Engineer, JoAnne Whelen, Administrative Assistant/Recording Secretary; and Gina Brazil, Office Manager.

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC ANNOUNCEMENTS**

Connie Malach, President Mid-Coast Television (MCTV) – Stated that Mid-Coast Television is up and running with the new capability to provide web-streaming and video-on-demand services and that their website has been totally re-designed.

- 4) **CONSENT CALENDAR**

- A. Requesting the Board to review disbursements for the month Ending March 31, 2008 – Claims: \$579,896.78; Payroll: \$65,175.86 for a total of \$645,072.64
- B. Acceptance of Financial Reports
- C. Minutes of the March 11, 2008 Board of Directors Meeting
- D. Monthly Water Transfer Report
- E. Installed Water Connection Capacity and Water Meters Report
- F. Total CCWD Production Report

- G. CCWD Monthly Sales by Category Report
- H. March 2008 Leak Report
- I. Rainfall Reports
- J. San Francisco Public Utilities Commission Hydrological Conditions Report for March 2008

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

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

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

5) DIRECTOR COMMENTS / MEETINGS ATTENDED

Directors Feldman and President Ascher each reported on the meetings and conferences they had recently attended.

6) GENERAL BUSINESS

- A. San Mateo Local Agency Formation Commission (LAFCo) - Municipal Service Review - Presentation by Martha Poyatos, Executive Officer

Mr. Dickson introduced this item, provided some of the background, and introduced Ms. Martha Poyatos, Executive Officer of the San Mateo Local Agency Formation Commission (LAFCo).

Ms. Poyatos provided an overview of the recent Municipal Services Reviews performed by their consultant, and explained LAFCo's expectations of receiving comments on the document from the local agencies that have been under study by LAFCo.

Charles Gardner, Montara Resident and President of Coastside Community First - Recapped the comments submitted by Coastside Community First to LAFCo on the draft Municipal Service Review.

Board discussion ensued, with Ms. Poyatos addressing a number of questions and comments from the Board. The Board then discussed the process for preparing and submitting the District's comments on the draft report to LAFCo, arriving at the decision to conduct a Special Meeting of the Board on April 14, 2008, in order for the Board to have an opportunity to discuss the report in further detail and formalize their review comments to submit to LAFCo.

B. Phase 3 El Granada Pipeline Replacement Project - Contract Change Order No. 1

Mr. Dickson explained the nature of the change order, which include revisions to the project jacking and boring location and addressed questions from the Board members.

ON MOTION by Director Coverdell and seconded by Director Feldman, the Board voted as follows to accept staff's recommendation to approve Contract Change No. 1 to the pipeline construction contract with JMB Construction in the amount of \$55,121.00:

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

C. El Granada Pipeline Phase 3 Construction Progress Update

Mr. Dickson reviewed the progress of the project with the Board and identified completed portions of the pipeline replacement on the project map.

D. Fiscal Year 2007-2008 Third Quarter Budget Review

Mr. Dickson referenced the staff report containing the status of the third quarter budget review, noting that the District's overall year-to-date financial performance is good, and that the lower expenses

have offset water sales revenues that have been about 6% below budget projections. He added that he anticipated that the District is expected to end the fiscal year on budget.

**7) GENERAL MANAGER’S REPORT, INCLUDING
MONTHLY INFORMATIONAL REPORTS**

- A. Monthly Water Resources Report**
- B. Water Shortage and Drought Contingency Plan Update**
- C. Operations Report**
- D. District Engineer Work Status Report**

Mr. Guistino provided highlights on several points contained in his staff report and addressed a few questions from the Board.

Mr. Teter also provided a brief verbal update report on the continual progress of his current projects.

8) ADJOURNMENT

The meeting was adjourned at 9:32 p.m. The next meeting of the Coastside County Water District is scheduled for Tuesday, May 13, 2008.

Respectfully submitted,

David Dickson, General Manager
Secretary of the Board

Everett Ascher, President
Board of Directors
Coastside County Water District

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING

Monday, April 14, 2008 - 2:00 p.m.

- 1) **ROLL CALL:** President Ascher called the meeting to order at 2:03 p.m. Present at roll call were Directors Ken Coverdell, Jim Larimer, and Bob Feldman. Vice-President Chris Mickelsen arrived at 2:06 p.m.

Also present were: David Dickson, General Manager; Tony Condotti, Legal Counsel; and JoAnne Whelen, Administrative Assistant/Recording Secretary.

- 2) **SPECIAL ORDER OF BUSINESS**

Discussion and possible submittal of comments and recommendations regarding the March 19, 2008 San Mateo County Local Agency Formation Commission's (LAFCo) Draft Midcoast Area Municipal Review

President Ascher stated that the purpose of the meeting is to discuss and formulate the Board's response to the recent LAFCo Draft Municipal Service Review. He distributed a draft of some discussion points and possible CCWD position statements that he and Mr. Dickson had prepared for the Board's review.

The Board agreed on several elements of the District's response, which would emphasize the sphere of influence, the District's vision, relate the recommendations to specific portions of the report, and include an influence on the government structure option portion of the report and the District's overall willingness to serve the community.

Mr. Condotti agreed to prepare a draft response for the Board's review, which would take place the following day at 1:30 p.m., at which time this special meeting would be reconvened.

3) ADJOURNMENT

The meeting was adjourned at 3:42 p.m.

MINUTES OF THE MONDAY, APRIL 14, 2008 SPECIAL BOARD OF DIRECTORS MEETING - ADJOURNED AND RECONVENED TO TUESDAY, APRIL 15, 2008 AT 1:30 P.M.

The Minutes for the business transacted at said adjourned meeting follows and are posted herein.

- 1) **ROLL CALL:** President Ascher called the meeting to order at 1:36 p.m. Present at roll call were Directors Larimer, Feldman and President Ascher. Director Coverdell arrived at 1:55 p.m., Director Mickelsen was absent.

2) **Discussion and possible submittal of comments and recommendations regarding the March 19, 2008 San Mateo County Local Agency Formation Commission's (LAFCo) Draft Midcoast Area Municipal Review**

Mr. Condotti distributed a draft letter he had prepared based on the Board's direction at the April 14, 2008 Special Meeting, which addressed LAFCo's Municipal Services Review for the City of Half Moon Bay and Unincorporated Midcoastside, for the Board's review and discussion.

The Board discussed the draft letter, and provided suggested revisions and additions, which Mr. Condotti agreed to incorporate into his original letter.

ON MOTION by Director Coverdell and seconded by Director Feldman, the Board voted as follows to submit the letter drafted by Mr. Condotti to LAFCo, with the revisions and additions as discussed and directed by the Board to be included in the final letter, to be presented by President Ascher at the LAFCo public hearing, scheduled for Wednesday, April 16, 2008:

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

3) ADJOURNMENT

The meeting was adjourned at 2:18 p.m.

Respectfully submitted,

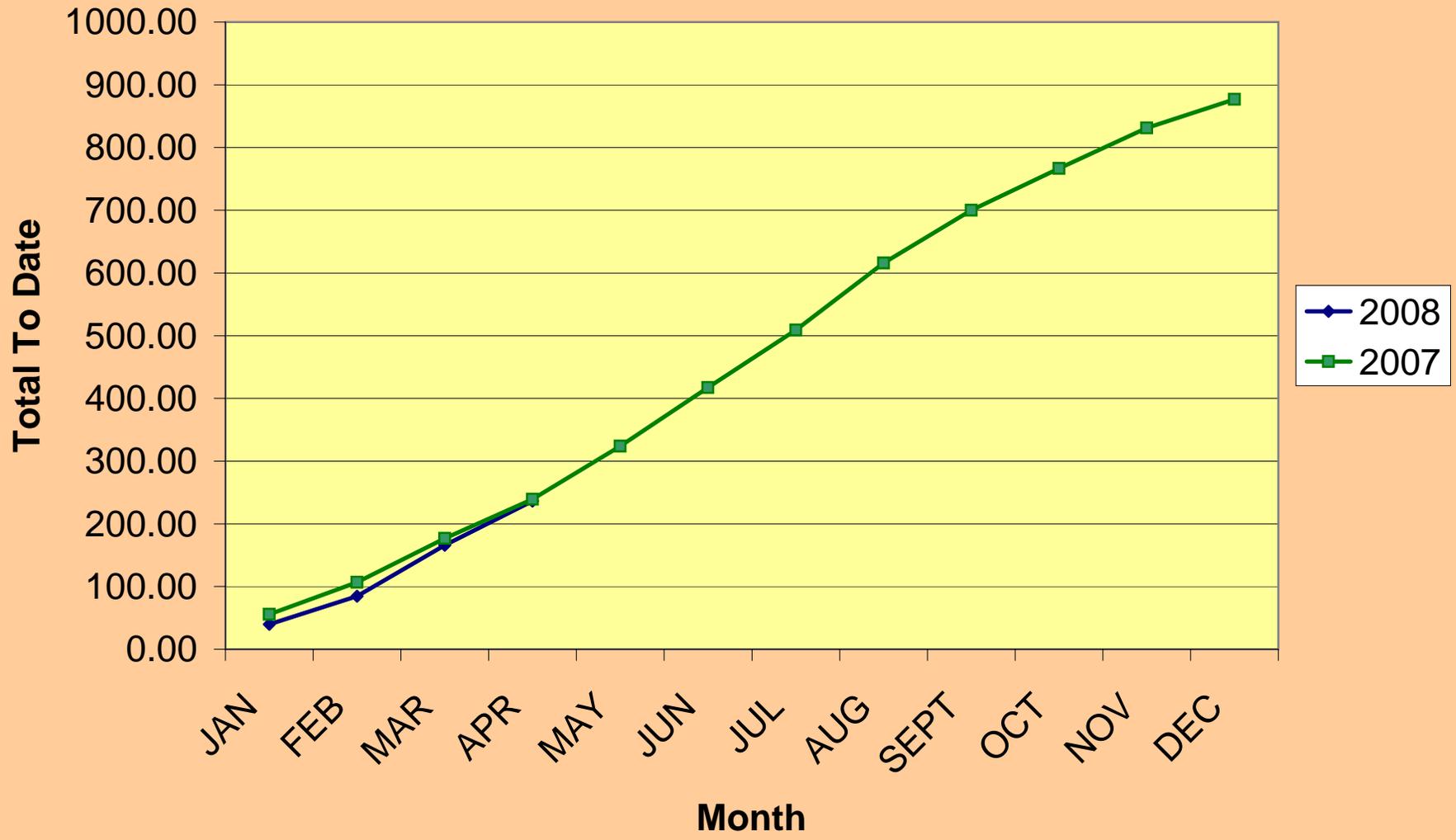
David Dickson, General Manager
Secretary of the Board

Everett Ascher, President
Board of Directors
Coastside County Water District

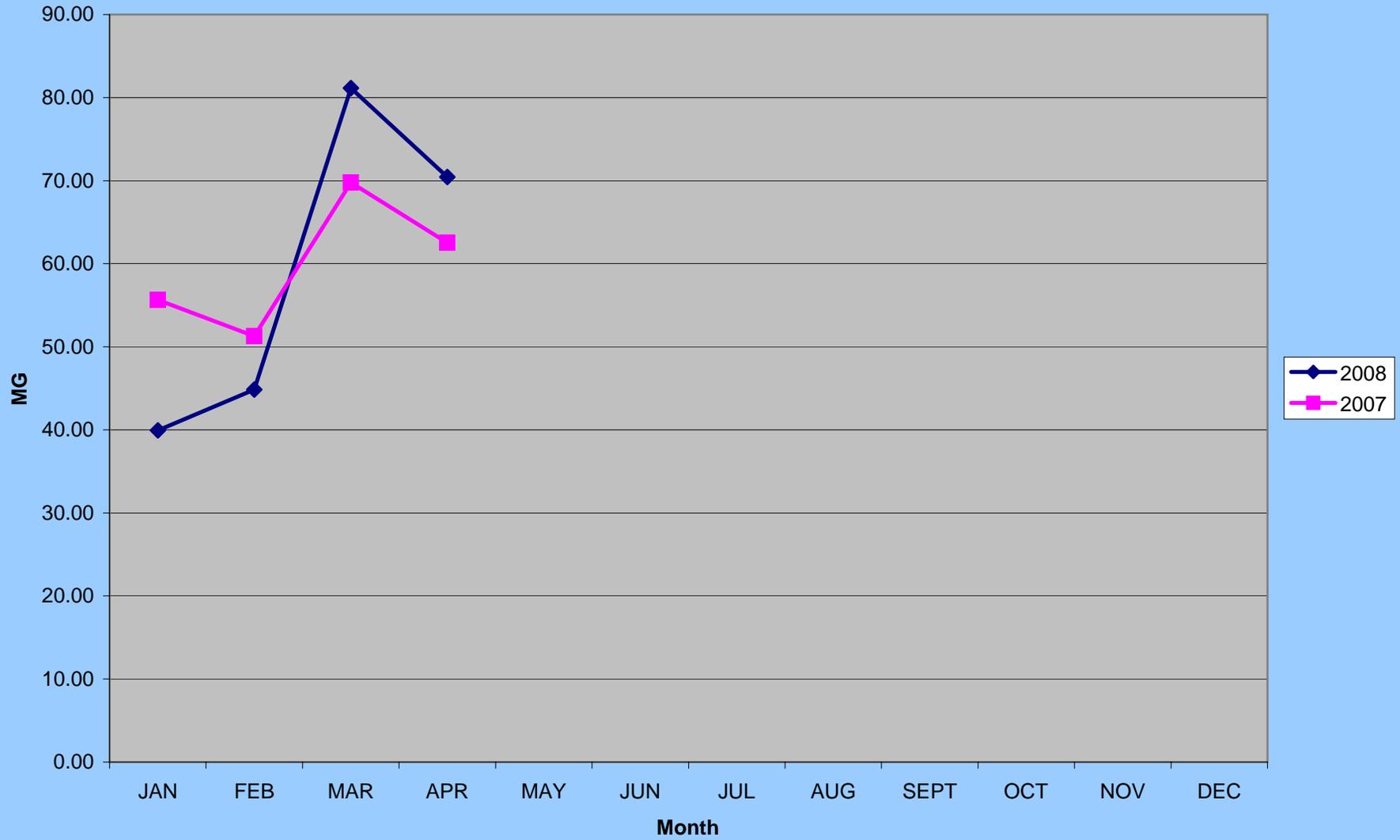
TOTAL CCWD PRODUCTION (MG) ALL SOURCES-2008

	PILARCITOS		DENNISTON		CRYSTAL SPRINGS	SAN VIN.	RAW WATER	UNMETERED	TREATED
	WELLS	LAKE	WELLS	RESERVOIR	RESERVOIR	RESERVOIR	TOTAL	USAGE	TOTAL
JAN	6.69	29.20	0.00	0.00	7.03	0.00	42.92	2.99	39.93
FEB	9.39	38.24	0.00	0.00	0.00	0.00	47.63	2.78	44.85
MAR	9.04	72.25	1.01	2.69	0.00	0.00	84.99	3.83	81.16
APR	0.00	58.26	0.88	13.53	1.84	0.00	74.51	4.06	70.45
MAY							0.00		
JUN							0.00		
JUL							0.00		
AUG							0.00		
SEPT							0.00		
OCT							0.00		
NOV							0.00		
DEC							0.00		
TOTAL MG	25.12	197.95	1.89	16.22	8.87	0.00	250.05	13.663	236.39
% TOTAL	10.0%	79.2%	0.8%	6.5%	3.5%	0.0%	100.0%	5.5%	94.5%

CUMULATIVE PRODUCTION



Production 2008 vs 2007



COMPARISON OF SFPUC METERS WITH NUNES INFLUENT METER

		Nunes Meter	BW Return	Wells	Difference	SFPUC Pilarcitos meter	SFPUC CSP meter	Skylawn 1	SFPUC Total	SFPUC - Nunes	% difference
2006	Jun	68.76	3.3	0	65.46	45.54	20.3	0.00	65.84	0.38	0.58
2006	Jul	75.97	3.4	0	72.57	0	91.78	13.80	77.98	5.41	6.94
2006	Aug	71.56	3.42	0	68.14	0	76.55	0.00	76.55	8.41	10.99
2006	Sep	65.09	3.23	0	61.86	0	77.88	13.13	64.75	2.89	4.46
2006	Oct	57.6	3.1	0	54.50	0	64.98	0.00	64.98	10.48	16.13
2006	Nov	50.7	2.96	7.17	40.57	17.2	30.34	9.25	38.29	-2.28	-5.95
2007	Dec	49.94	3.74	7.6	38.60	45.17	0	0.00	45.17	6.57	14.55
2007	Jan	51.29	2.78	5.93	42.58	42.51	0	0.00	42.51	-0.07	-0.17
2007	Feb	48.57	2.56	5.96	40.05	47.08	0	0.00	47.08	7.03	14.93
2007	Mar	54.47	2.99	8.41	43.07	56.11	0	0.00	56.11	13.04	23.24
2007	Apr	50.28	2.49	0	47.79	51.49	0	0.00	51.49	3.70	7.19
2007	May	59	2.5	0	56.50	66.93	4.51	2.50	68.94	12.44	18.04
2007	Jun	70.71	2.64	0	68.07	15.21	63.74	0	78.95	10.88	13.78
2007	Jul	74.67	2.85	0	71.82	0	82.66	15.12	67.54	-4.28	-6.34
2007	Aug	74.46	2.86	0	71.60	0	96.74	2.4	94.34	22.74	24.10
2007	Sep	71.2	2.74	0	68.46	0	73.44	15.34	58.10	-10.36	-17.83
2007	Oct	56.455	2.61	0	53.85	0.03	60.7	0	60.73	6.89	11.34
2007	Nov	51.59	2.463	0	49.13	0	59.937	2.698	57.24	8.11	14.17
2007	Dec	47.84	3.25	1.62	42.97	0	46.11	0.326	45.78	2.81	6.15
2008	Jan	47.75	2.67	6.69	38.39	29.2	7.03	0.001	36.23	-2.16	-5.96
2008	Feb	46.03	2.71	9.39	33.93	38.24	0	0	38.24	4.31	11.27
2008	Mar	54.08	2.59	9.04	42.45	40.42	0	0	40.42	-2.03	-5.02
2008	Apr	59.51	2.16	0	57.35	58.26	1.84	1.782	58.32	0.97	1.66
TOTAL		1357.53	66.01	61.81	1129.90	553.39	858.54	76.35	1335.58	105.87	7.93
AVERAGE		59.02	2.87	2.69	53.80	24.06	37.33	3.32	58.07	4.60	

All results in MG.

confluence upstream of meter - subtracted from Nunes	also subtracted from Nunes meter	sent to Skylawn as raw water. Subtracted from SFPUC sum
		Total

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

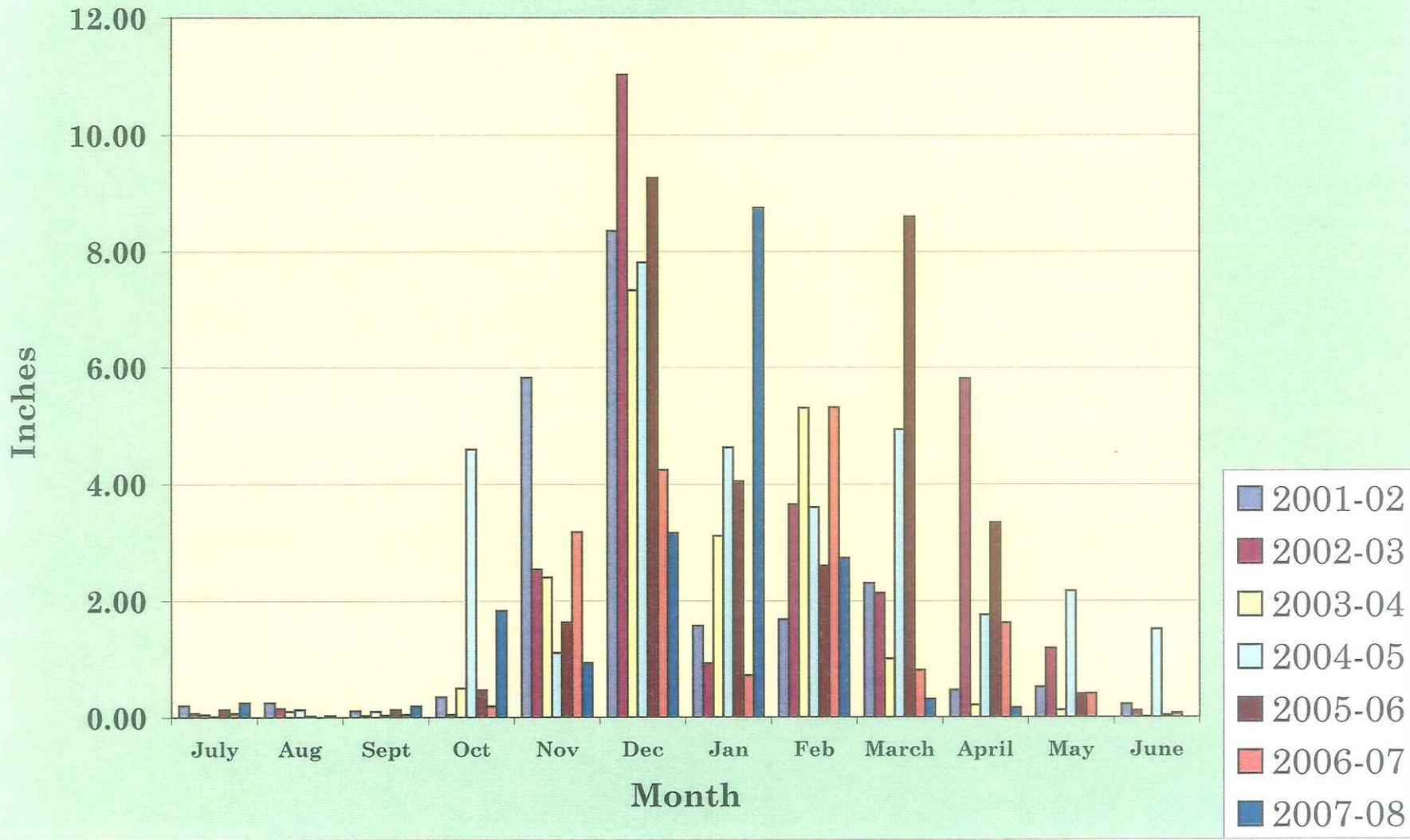
District Office
 Rainfall in Inches

	2007						2008					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
1	0	0	0	0.03	0.01	0	0	0.01	0.02	0		
2	0	0	0	0	0	0	0	0.62	0	0		
3	0	0	0	0	0	0	0.34	0.1	0	0		
4	0	0	0.03	0	0	0.31	2.57	0	0	0		
5	0	0.02	0	0	0.01	0	0.58	0	0	0		
6	0	0	0	0	0	0.36	0.09	0.01	0	0		
7	0.02	0	0	0	0	0.1	0.01	0.01	0	0		
8	0	0	0	0	0	0	0.28	0	0	0		
9	0	0.01	0	0.86	0	0	0	0	0	0		
10	0	0	0	0.23	0.8	0	0.13	0	0	0		
11	0	0	0	0	0.08	0	0	0.01	0	0.00		
12	0	0	0	0.55	0	0	0	0.01	0	0		
13	0	0	0	0	0	0	0	0	0.1	0		
14	0	0	0	0	0	0	0	0	0	0		
15	0.01	0	0	0.02	0	0	0	0	0.02	0		
16	0	0	0	0.02	0.01	0.04	0	0	0	0		
17	0.01	0	0	0.01	0	0.34	0	0	0	0		
18	0.07	0	0	0.01	0.01	0.87	0	0	0	0		
19	0	0	0	0.1	0.01	0.08	0	0.72	0.01	0		
20	0	0	0	0	0	0.75	0.01	0.01	0	0.01		
21	0	0	0	0	0	0	0.3	0.17	0	0		
22	0.01	0	0.1	0	0	0	0.2	0.36	0.01	0.14		
23	0.02	0	0	0	0	0	0.05	0.43	0.01	0		
24	0.03	0	0	0	0	0.01	0.42	0.24	0	0.01		
25	0.01	0	0	0	0	0	2.5	0.02	0.01	0		
26	0.02	0	0	0	0	0.02	0.26	0	0	0		
27	0.01	0	0	0	0	0.16	0.21	0	0	0		
28	0.02	0	0.05	0	0	0.04	0.06	0	0.09	0		
29	0.02	0	0.01	0	0	0.08	0.05	0.01	0.04	0		
30	0	0	0	0	0	0	0.07		0	0		
31	0	0		0		0	0.62		0			
Mon.Total	0.25	0.03	0.19	1.83	0.93	3.16	8.75	2.73	0.31	0.16	0.00	0.00
Year Total	0.25	0.28	0.47	2.30	3.23	6.39	15.14	17.87	18.18	18.34		

Coastside County Water District

Rainfall by Month

July '07 thru Jun '08

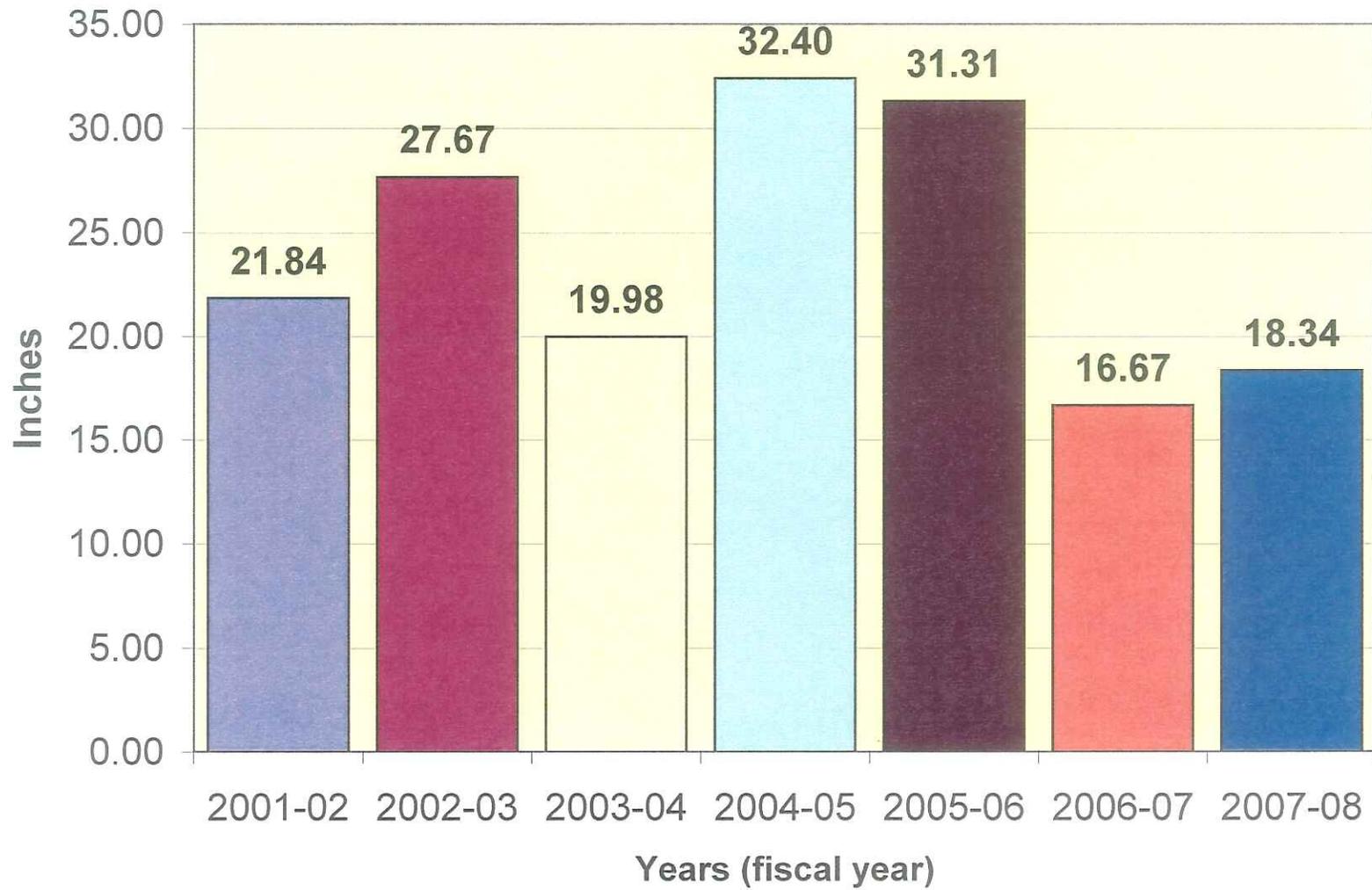


Rainfall by Month

July 2007 - June 2008



Rain Totals



MONTHLY CLIMATOLOGICAL SUMMARY for APR. 2008

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

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

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	52.1	63.8	10:30a	40.7	1:00a	12.9	0.0	0.00	1.5	10.0	11:00a	SSW
2	53.7	64.7	2:00p	43.0	3:00a	11.3	0.0	0.00	0.7	9.0	12:30p	SSW
3	52.9	62.6	3:00p	42.3	12:00m	12.1	0.0	0.00	1.1	12.0	2:00p	SW
4	52.6	62.2	2:30p	41.6	12:30a	12.4	0.0	0.00	2.2	12.0	1:00p	WSW
5	52.5	59.5	4:00p	48.4	5:00a	12.5	0.0	0.00	3.3	15.0	10:00a	WSW
6	54.2	66.2	12:00p	48.3	12:00m	10.8	0.0	0.00	2.0	12.0	2:00p	SW
7	50.3	57.9	2:30p	39.7	6:00a	14.7	0.0	0.00	2.8	16.0	2:30p	WSW
8	53.1	62.4	1:00p	48.1	2:30a	11.9	0.0	0.00	3.2	16.0	2:30p	WSW
9	54.9	62.6	3:00p	49.0	12:00m	10.1	0.0	0.00	2.3	12.0	2:00p	SW
10	51.8	61.9	2:00p	41.6	5:00a	13.2	0.0	0.00	1.4	11.0	3:00p	SW
11	60.0	79.7	2:00p	43.5	2:00a	8.0	3.1	0.00	1.6	16.0	11:30a	N
12	63.2	74.6	2:00p	52.0	6:30a	4.5	2.7	0.00	1.1	8.0	5:00a	SSW
13	58.7	68.0	3:00p	50.3	6:00a	6.7	0.3	0.00	1.3	10.0	4:30p	SW
14	54.3	62.8	3:00p	47.9	12:00m	10.7	0.0	0.00	3.0	17.0	11:00a	WSW
15	50.8	58.7	1:00p	43.8	12:00m	14.2	0.0	0.00	3.7	18.0	3:30p	NNW
16	51.4	62.2	2:00p	39.3	4:30a	13.6	0.0	0.00	1.9	15.0	1:30p	N
17	52.4	63.8	4:00p	41.2	4:30a	12.6	0.0	0.00	1.0	10.0	2:30p	SSW
18	56.4	65.9	1:00p	49.8	12:00m	8.6	0.0	0.00	2.1	11.0	3:30p	SW
19	50.1	55.2	3:00p	45.9	11:30p	14.9	0.0	0.00	4.9	23.0	1:30p	WSW
20	48.3	55.7	1:30p	37.4	5:30a	16.7	0.0	0.01	2.5	15.0	12:30p	NNW
21	50.8	60.7	1:00p	40.6	6:00a	14.2	0.0	0.00	1.9	13.0	2:00p	NNW
22	55.8	68.3	12:00p	43.0	5:00a	9.3	0.2	0.14	1.9	11.0	3:30p	S
23	55.9	70.1	2:00p	44.6	11:30p	9.3	0.2	0.00	1.9	14.0	2:00p	SSW
24	51.5	65.7	12:30p	39.1	6:00a	13.5	0.0	0.01	2.3	16.0	10:00a	E
25	52.9	64.8	2:30p	40.9	5:30a	12.1	0.0	0.00	1.5	15.0	4:00p	E
26	56.9	70.4	2:00p	44.9	2:30a	8.5	0.4	0.00	1.6	10.0	12:30p	SSW
27	57.1	66.3	2:30p	47.0	5:30a	7.9	0.0	0.00	1.8	13.0	3:30p	SW
28	57.4	66.7	2:00p	51.0	5:30a	7.6	0.0	0.00	1.7	12.0	3:30p	SW
29	55.9	65.6	11:00a	48.2	12:00m	9.1	0.0	0.00	3.5	21.0	9:30p	NW
30	51.4	57.6	12:30p	44.3	12:00m	13.6	0.0	0.00	4.8	21.0	4:00a	NNW

	54.0	79.7	11	37.4	20	337.6	6.8	0.16	2.2	23.0	19	SW

Max >= 90.0: 0

Max <= 32.0: 0

Min <= 32.0: 0

Min <= 0.0: 0

Max Rain: 0.14 ON 4/22/08

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

Heat Base: 65.0 Cool Base: 65.0 Method: Integration

San Francisco Public Utilities Commission

Hydrological Conditions Report

For April 2008

J. Chester, B. McGurk, A. Mazurkiewicz, M. Tsang, May 5, 2008

Current System Storage

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

Table 1							
Current Storage							
As of May 1, 2008							
Reservoir	Current Storage		Maximum Storage		Available Capacity		Percent of Maximum Storage
	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	
Tuolumne System							
Hetch Hetchy ^{1/}	166,860		340,830		173,970		49.0%
Cherry ^{2/}	179,149		273,340		94,191		65.5%
Lake Eleanor ^{3/}	26,339		27,100		761		97.2%
Water Bank	513,966		570,000		56,034		90.2%
Tuolumne Storage	886,314		1,211,270		324,956		73.2%
Local Bay Area Storage							
Calaveras ^{4/}	47,488	15,474	96,824	31,550	49,336	16,076	49.0 %
San Antonio	45,951	14,973	50,496	16,454	4,545	1,481	91.0 %
Crystal Springs	44,878	14,623	58,377	19,022	13,499	4,399	76.9 %
San Andreas	18,390	5,992	18,996	6,190	606	198	96.8 %
Pilarcitos	2,569	837	3,100	1,010	531	173	82.9 %
Total Local Storage	159,276	51,899	227,793	74,226	68,517	22,327	69.9 %
Total System	1,045,590		1,439,062		393,473		72.7 %

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

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

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

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

Hetch Hetchy System Precipitation Index ^{5/}

Current Month: The April 30th precipitation index is 0.13 inch, or 4.0% of the average index for the month.

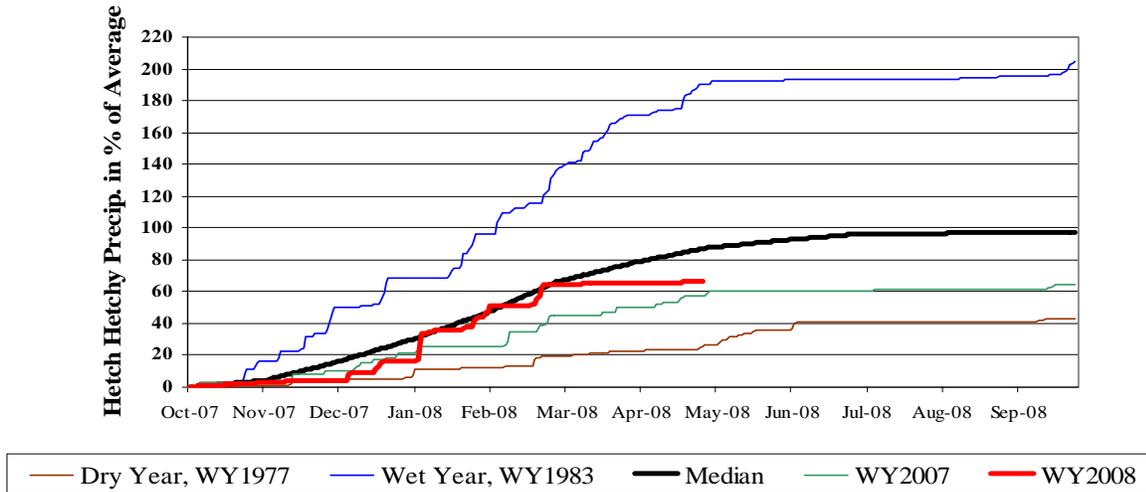
Cumulative Precipitation to Date: The accumulated precipitation index for water year 2008 is 24.72 inches, which is 69.5% of the average annual water year total, or 76.5% of the season-to-date precipitation. The cumulative precipitation for the Hetch Hetchy gauge is shown in Figure 1 in red, and is significantly below the median line.

Snow Water Content: Based on manual snow course measurements in the Stanislaus, San Joaquin, Walker, Mono Lake, Merced and Tuolumne basins, the April 1, 2008 snowpack was about 99.6 % of the season average. May 1st snow course measurements showed that current conditions are about 55 % of April 1st normal conditions.

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

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

Precipitation at Hetch Hetchy: Water Year 2008



Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and Tuolumne River at La Grange as of April 30th is summarized below in Table 2. Water available to the City is also shown in Table 2.

	April 2008				October 1, 2007 through April 30, 2008			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	74,902	88,560	90,389	82.9%	154,578	210,783	221,393	69.8%
Inflow to Cherry Reservoir and Lake Eleanor	63,055	72,601	72,783	86.6%	141,997	195,960	208,637	68.1%
Tuolumne River at La Grange	188,367	267,607	273,505	68.9%	520,360	799,899	884,725	58.8%
Water Available to the City	23,023	85,789	95,158	24.2%	58,298	246,836	326,876	17.8%

⁶ Hydrologic Record: 1919 – 2005.

Hetch Hetchy System Operations

This April was one of the driest on record with the precipitation gauge at O’Shaughnessy Dam recording only 0.16 inches of precipitation for the entire month. April followed a very dry March with only 0.7 inches of precipitation was recorded. The lack of precipitation in March and April has brought accumulated annual precipitation from normal to below average. April temperatures were characterized by a series of cold and warm temperature cycles though out the month and clear skies. These weather conditions brought the onset of snowmelt in the low and middle elevations of the Up-country watersheds. However, the snowmelt that occurred did not result in significant inflows to the Up-country reservoirs due to dry soil conditions.

Cherry Lake was at 65.5% of capacity at the end of April. Transfer of water from Lake Eleanor to Cherry Lake was stopped in mid-April in order to fill Lake Eleanor. Lake Eleanor filled on April 27th and transfer of water to Cherry Reservoir resumed. During April, over 8,384 acre-feet of water was transferred from Lake Eleanor to Cherry Reservoir by gravity flow.

Power draft from Hetch Hetchy reservoir was increased in April to reduce the projected spring runoff spill. During April, about 35.4 TAF of powerdraft was made from Cherry Reservoir to support the City’s Municipal load, District Class 1, and market sale. All the released Cherry and Hetch Hetchy water was transferred to the City’s Water Bank account in Don Pedro Reservoir.

SJPL Diversion

The average rate of the San Joaquin Pipeline diversion during April was 227.9 mgd. This was an 80% increase over March’s average rate of 127 mgd. The increased diversion was due to the return of SJPL #2 back into service and was associated with the expected seasonal increase in demand, in addition to the dry conditions experienced in the local watersheds during the months of March and April.

Local System Operations

The average rate at the Sunol Valley Water Treatment Plant for April was 15 mgd. The Harry Tracy Treatment Plant for the same period averaged 36 mgd. April water demands averaged 236 mgd, up approximately 14% over March’s average demand. Water demand on May 1, 2008 was 269 mgd.

April was a very dry month and marked the second month in a row for unseasonably dry conditions in the local watersheds. Precipitation averaged only 12% of normal for the month. The accumulated year-to-date totals are about 81% of the expected totals. Precipitation totals for key reservoirs are presented in Table 3.

Table 3 - Precipitation Totals for April at Three Local Reservoirs

Reservoir	Month Total (inches)	Percentage of Normal for the Month	Year To Date ⁷ (inches)	Percentage of Normal for the Year to Date ⁷
Pilarcitos	0.60	21 %	31.40	83 %
Lower Crystal Springs	0.21	10 %	21.10	81 %
Calaveras	0.08	4 %	16.34	78 %

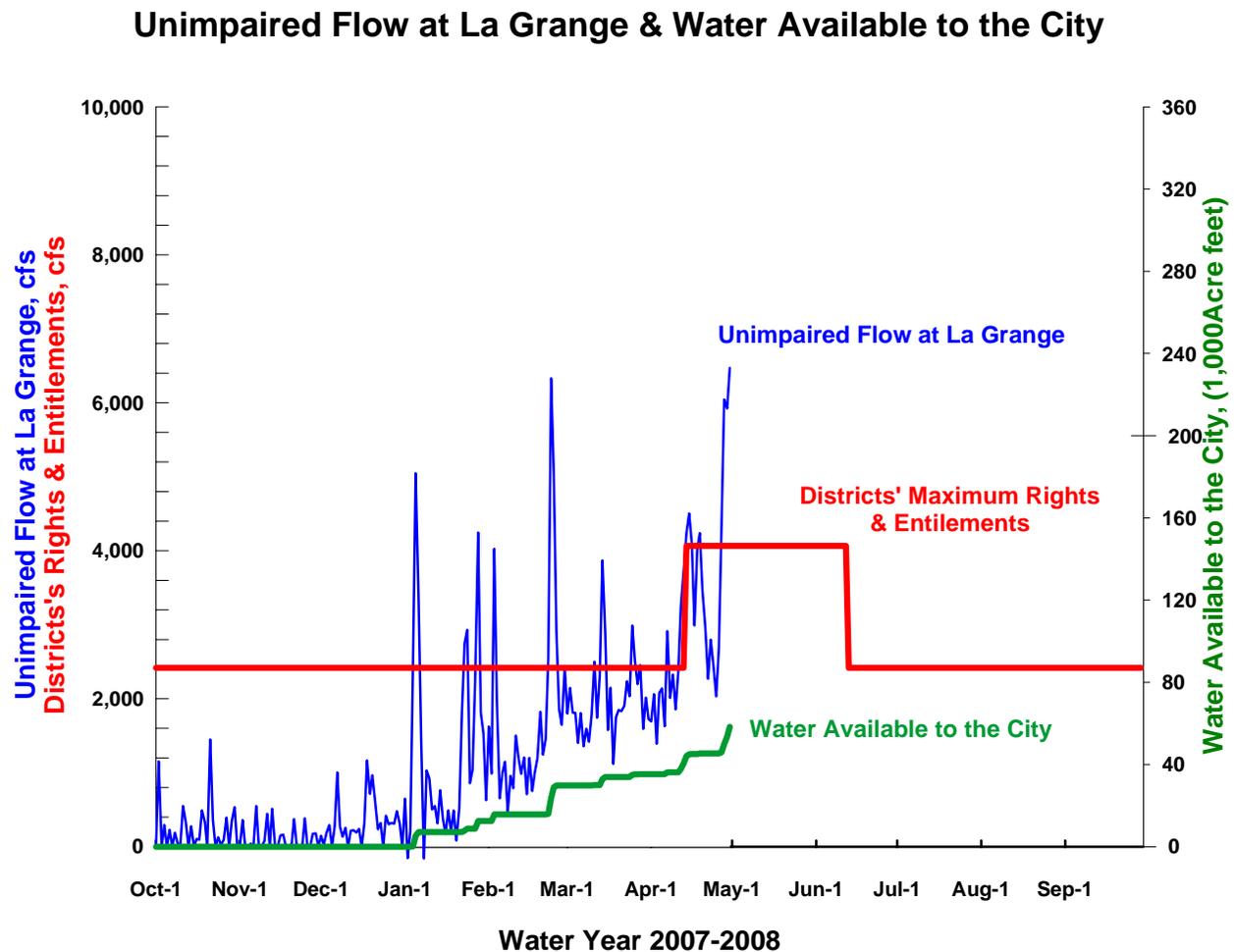
⁷ Since 7-1-2007

Snowmelt and Water Supply

The persistent dry pattern through April reduced the seasonal hydrologic conditions to about 69% of the long-term average and brought the season-to-date contribution to water supply to only 18% of average (Table 2). The City's entitlement during April was 23,023 acre-feet, or 24% of average (Figure 2). Entitlements rose at the end of the month due to a few days of warm weather, but have since decreased due to the cool weather.

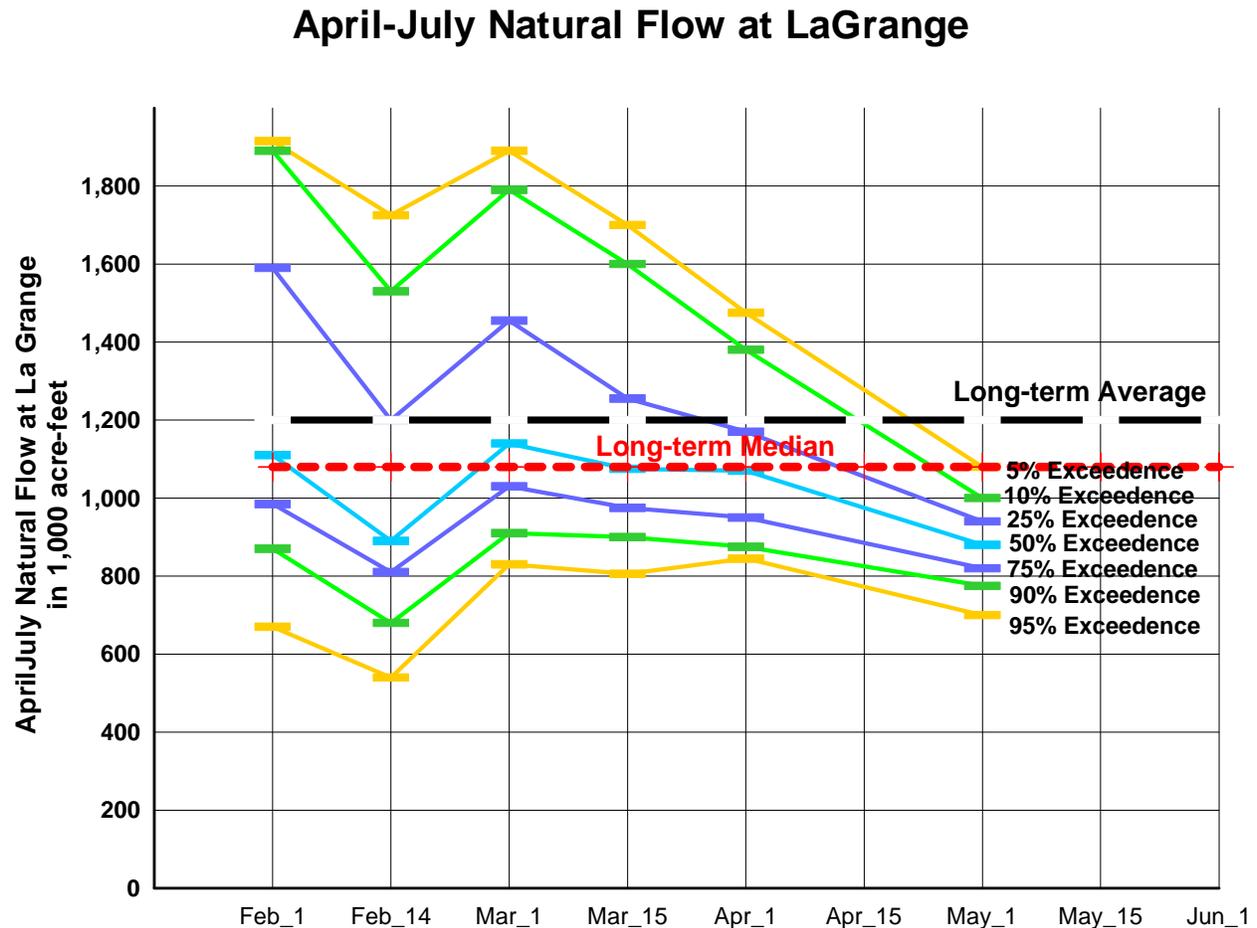
Current weather conditions are again dominated by an off-shore high-pressure system. Cool temperatures and clear skies are forecasted during the early part of May. The 30-day weather outlook pattern is for normal precipitation and temperature conditions, but May precipitation is typically modest.

Figure 2: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. Water available to the City for the period from October 1, 2007 through April 30th, 2008 is 58,298 acre-feet.



The forecast indicates that the median amount of runoff that may occur this year is about 81.5% of the long-term median. The median forecast of April-to-July runoff is about 880 TAF, compared to the long-term median runoff for the April-to-July period of 1,080 TAF. For natural flow at La Grange, there is an 80 percent chance that the April-to-July natural runoff will be between 775 TAF and 1,000 TAF.

Figure 3: Tuolumne River at La Grange April-July runoff forecast



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

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Dave Dickson, General Manager

Agenda: May 13, 2008

Subject: Notice of Completion – Acceptance of El Granada Storage Tank No. 1 Site Piping Modifications Project

Recommendation:

The Board of Directors take the following actions:

- (1) Accept the El Granada Storage Tank No. 1 Site Piping Modifications Project as complete.
- (2) Authorize the Notice of Completion to be filed with the County of San Mateo.
- (3) Authorize the release of the retention funds when the Notice of Completion has been recorded and returned to the District.

Background

Coastside County Water District entered into a contract with Lewis & Tibbitts, Inc. on January 9, 2008 for the construction of the El Granada Storage Tank No. 1 Site Piping Modifications Project.

This project consisted of construction of piping modifications to an existing 200,000 gallon welded steel potable water storage tank; interior and exterior coating of the new piping materials added to the storage tank and the adjacent areas of the tank shell and floor damaged by the piping modification work; coating of new piping, construction of approximately 200 linear feet of various diameters of ductile iron pipeline; reconstruction of an existing valve vault, removal of a tree, and asphalt concrete repaving.

The project was completed on April 25, 2008. All of the required testing was completed and found to be satisfactory. The project was constructed according to the plans and specifications and is now in service.

Fiscal Impact: None

Recorded at Request of
and Return To:

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

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN:

1. The undersigned is an owner of an interest or estate in the hereafter described real property, the nature of which is: fee as to a portion and right of way as to a portion.

2. The full name and address of the undersigned is:

COASTSIDE COUNTY WATER DISTRICT
766 MAIN STREET
HALF MOON BAY, CALIFORNIA 94019

3. On the 25th day of April, 2008 there was completed upon the hereinafter described real property a work of improvement as a whole named El Granada Storage Tank No. 1 Modification Project, consisting of construction of piping modifications to an existing 200,000 gallon welded steel potable water storage tank; interior and exterior coating of the new piping materials added to the storage tank and the adjacent areas of the tank shell and floor damaged by the piping modification work; coating of new piping, construction of approximately 200 linear feet of various diameters of ductile iron pipeline; reconstruction of an existing valve vault, removal of a tree, and asphalt concrete repaving.

4. The name of the original contractor for the work of improvement as a whole was: Lewis & Tibbitts, Inc., 1470 Industrial Avenue, San Jose, CA 95112.

5. The real property herein referred to is situated in the County of San Mateo, State of California, and described as follows:

The work is located within property owned by the District and within a street right of way. The site of the work in the unincorporated community of El Granada, San Mateo County, at the intersection of San Clemente Road and Isabella Road.

COASTSIDE COUNTY WATER DISTRICT

By: _____
David R. Dickson, General Manager

STAFF REPORT

To: Coastside County Water District Board of Directors
From: David Dickson, General Manager
Agenda: May 13, 2008

Report

Date: May 7, 2008

Subject: Award of Contract for Nunes Underground Storage Tank Removal and Above Ground Storage Tank Installation Project

Introduction

In July 2007, the Board of Directors instructed Staff to pursue removal of the present underground diesel storage tank at Nunes WTP and to replace it with an above ground storage tank.

Recommendation:

Award of contract for the Nunes UST removal and AGST installation to PC Inc.

Background:

Present defects in the underground storage tank at Nunes WTP require about \$13,000 in repairs. Present regulatory requirements mandate monthly, annual and pentannual testing of this tank at a cost of about \$22,000 every 5 years. In the event of a failure, environmental mitigation costs would be very significant. These tanks were traditionally installed underground since an above ground tank was considered an eyesore and there was not the present regulatory climate to maintain compliance.

We received 4 bids for this project, with PC Inc. coming in as the low bid at \$43,908. PC Inc. is a firm that specializes in this work.

Fiscal Impact:

There is \$60,000 allocated for this project in the FY08 budget. With the removal of the UST, O&M costs will be reduced by about \$4400 annually.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 13, 2008

Report

Date: May 5, 2008

Subject: CCWD Letter of Support for AB 2437 (Ruskin)

Recommendation:

Authorize the Board President to send the attached letter in support of AB 2437 on behalf of CCWD.

Background:

BAWSCA has requested that its members send letters in support of AB 2437. This bill would extend to 2015 the State's oversight of San Francisco's Water System Improvement Program (WSIP). This oversight is critical to BAWSCA's goal of ensuring that San Francisco continues to execute the WSIP in a timely manner.

In addition to the proposed support letter, I have attached the AB 2437 Legislative Counsel's Digest.

Fiscal Impact:

None.

May 14, 2008

The Honorable Ira Ruskin, Assembly Member
State Capitol
P.O. Box 942849
Sacramento, CA 94249-0021

Reference: Support of AB 2437 (Ruskin)

Dear Honorable Mr. Ruskin:

Coastside County Water District supports your bill AB 2437, co-authored by Assembly Members Beall, Coto, Hayashi, Lieber, Mullin, Swanson, and Torrico, and Senators Alquist, Corbett and Simitian.

The important bill amends sections of the California water code to ensure ongoing State oversight of San Francisco's program to rebuild the earthquake prone Hetch Hetchy water delivery system. Two-thirds of the cost of this program is paid by Bay Area water customers, and this legislation asks for no State money.

Coastside County Water District supports this valuable legislation to protect the health and safety, and economic well-being of the Bay Area and the State.

Yours truly,

Everett Ascher, Board President
Coastside County Water District

cc: The Hon. Elaine Alquist, Senator
The Hon. Ellen Corbett, Senator
The Hon. Joseph Simitian, Senator
The Hon. Jim Beall, Assembly Member
The Hon. Joe Coto, Assembly Member
The Hon. Mary Hayashi, Assembly Member
The Hon. Sally Lieber, Assembly Member
The Hon. Gene Mullin, Assembly Member
The Hon. Sandre R. Swanson, Assembly Member
The Hon. Alberto Torrico, Assembly Member

ASSEMBLY BILL

No. 2437

Introduced by Assembly Member Ruskin
(Principal coauthor: Assembly Member Lieber)
(Coauthors: Assembly Members Beall, Coto, Hayashi, Mullin,
Swanson, and Torrico)
(Coauthors: Senators Alquist, Corbett, and Simitian)

February 21, 2008

An act to amend Sections 73502, 73504, 73510, 73512, and 73514 of the Water Code, relating to regional water systems.

LEGISLATIVE COUNSEL'S DIGEST

AB 2437, as introduced, Ruskin. Regional water systems.

The Wholesale Regional Water System Security and Reliability Act (the act) requires the City and County of San Francisco (city) to adopt a specified program of capital improvement projects designed to restore and improve the bay area regional water system, as defined, and to submit a report, on or before September 1 of each year, to various entities describing the progress made on the implementation of the capital improvement program during the previous fiscal year. The act authorizes the city to determine that the completion dates for projects contained in the program should be delayed or that different projects should be constructed.

The act imposes various other requirements on regional wholesale water suppliers, as defined, including a requirement that these suppliers submit an annual report to the Legislature and the State Department of Public Health describing the progress made on securing supplemental sources of water to augment existing supplies during dry years.

Existing law makes inoperative these and related provisions on December 31, 2010, or on the date on which the State Director of Public Health makes a specified notification and certification, whichever is earlier, and repeals those provisions on the January 1 following that earlier date.

This bill would require the city to identify in its progress report, any project that is behind schedule, and, for each project so identified, to describe its plan and timeline for making up the delay or adopting a revised implementation schedule.

This bill would delete the December 31, 2010 repeal date, and would instead, repeal the act on January 1, 2015, and would make certain technical changes to the act. By extending the period of time to January 1, 2015, during which certain requirements would apply to regional wholesale water suppliers, the bill would impose a state-mandated local program.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that no reimbursement is required by this act for a specified reason.

Vote: majority. Appropriation: no. Fiscal committee: yes.
State-mandated local program: yes.

The people of the State of California do enact as follows:

1 SECTION 1. Section 73502 of the Water Code is amended to
2 read:
3 73502. (a) The city, on or before February 1, 2003, shall adopt
4 the program of capital improvement projects designed to restore
5 and improve the bay area regional water system that are described
6 in the capital improvement program report prepared by the San
7 Francisco Public Utilities Commission dated February 25, 2002.
8 A copy of the program shall be submitted, on or before March 1,
9 2003, to the State Department of Health Services. The program
10 shall include a schedule for the completion of design and award
11 of contract, and commencement and completion of construction
12 of each described project. The schedule shall require that projects
13 representing 50 percent of the total program cost be completed on
14 or before 2010 and that projects representing 100 percent of the
15 total program cost be completed on or before 2015. The program

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 13, 2008

Report

Date: May 8, 2008

Subject: El Granada Pipeline Phase 3 Construction Progress Update

Recommendation:

No Board action required. Information only.

Project Progress:

As of April 30, construction is at day 85 of the 240-day schedule.

Highlights of progress to date:

- Contractor has installed approximately 10,500 feet of 16" ductile iron pipe (DIP)
- Section 1 (Main Street to SAM access road) main-line pipe has passed:
 - o Pressure-test (250 psi for 2 hours)
 - o Bacteria / coli-form test
- The new Section 1 is now in service in parallel with the old 10" pipe. The old pipe section will be abandoned the week of May 19.
- 30" Casing and 16" DIP has been installed under Pullman Ditch and Naples Creek
- Sheet piles have been driven at the jacking-pit at Frenchman's Creek
- Sheet piles have been driven at both the jacking and receiving pits at Arroyo de en Medio Creek. The jacking pit has been excavated.

The map in Attachment A shows progress as of April 30. Assuming that the jack and bore operations at Frenchman's and Arroyo de en Medio begin in May, we are projecting completion of the entire project by the end of July, more than a month ahead of schedule.

Updated Project Cost Projection:

With a significant portion of the project now complete, Carollo Engineers has provided cost projections which include the contractor's proposed change orders, as well as increases in construction management costs due to factors beyond Carollo's control. The projected total cost is \$5.23 million - higher than initially anticipated but still well under the engineer's original estimate of \$5.7 million.

Cost elements comprising the total include (figures in thousands):

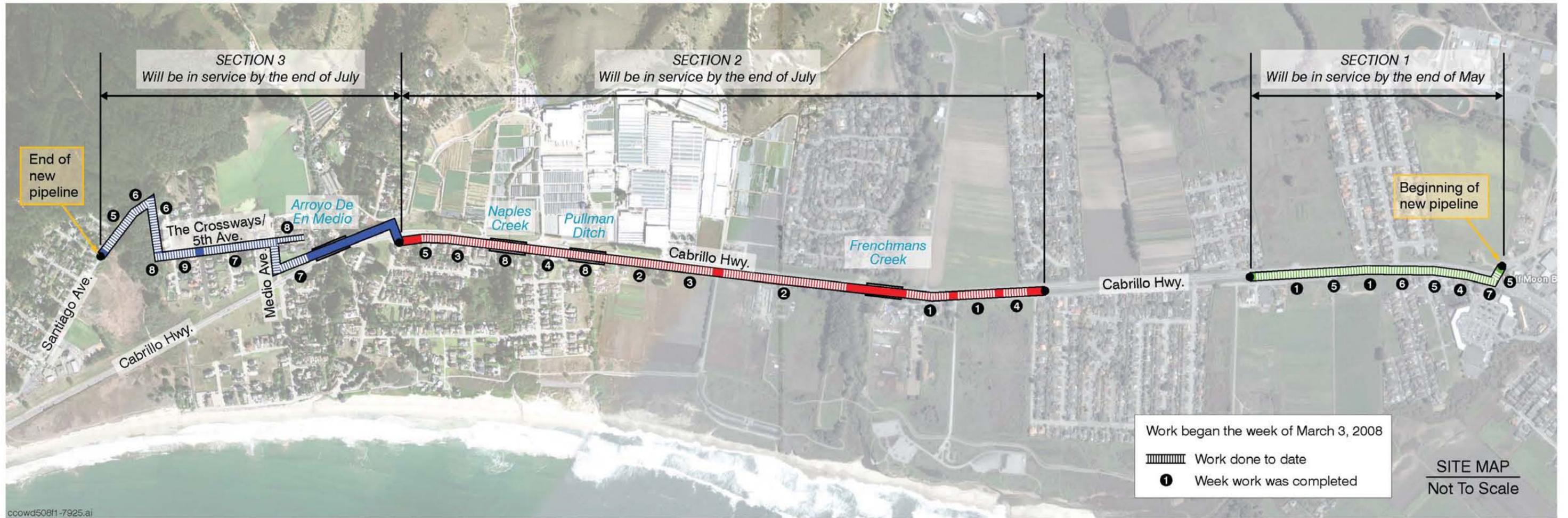
JMB Original Contract	\$ 4,549
Construction Change Orders	147
Construction Management Original Estimate	401
<u>CM Additional Cost</u>	<u>133</u>
Estimated Project Total	\$ 5,230

Attachment B, a table taken from Carollo's monthly progress report, details JMB's change order requests. We can anticipate that there will be some additional change orders and that the final figures for the change orders shown in the table may change.

Additional construction management costs have resulted primarily from the greater inspection effort required to deal with JMB's aggressive construction schedule and from the high level of biological and archaeological monitoring required by our permit conditions. Attachment C presents Carollo's original cost estimate and their projection of CM costs to complete the project.

The Carollo Engineers memo included as Attachment D further explains the additional CM effort and identifies savings the District has realized through Carollo's efforts.

PHASE 3 EL GRANADA TRANSMISSION PIPELINE REPLACEMENT PROJECT





Phase 3 El Granada Transmission Pipeline Replacement Project

Change Order Requests

All

7925A.30

Coastside County Water District

COR	Date	CO No.	Ref DC	Ref RFI	Type	Requested			Approved			Proceed?	
						Time Ext.	Amount		Time Ext.	Amount			
						Cont	MS1	MS2	Cont	MS1	MS2		
1	3/18/2008	0			CIC	0	0	0	0	0	0	0	<input type="checkbox"/>
					Additional 4" Fire Service at Station 85+00				\$4,217.50				
2	4/3/2008	1			VE	0	0	0	0	0	0	0	<input checked="" type="checkbox"/>
					Open Cut vs. Jack & Bore - Value Engineering				(\$21,773.00)				(\$21,773.00)
3	4/3/2008	0			CIC	0	0	0	0	0	0	0	<input checked="" type="checkbox"/>
					Potholing of Unknow Utilities								
4	4/3/2008	0			CIC/FA	0	0	0	0	0	0	0	<input checked="" type="checkbox"/>
					Re-alignment of 16" DIP waterline at Station 18+15				\$6,204.00				
5	4/3/2008	0			CIC/FA	0	0	0	0	0	0	0	<input checked="" type="checkbox"/>
					Re-alignment of 16" DIP Waterline at Station 11+50				\$8,062.00				
6	4/3/2008	0			CIC/FA	0	0	0	0	0	0	0	<input checked="" type="checkbox"/>
					Additional Excavation & Alignment Change				\$9,087.00				
7	4/7/2008	0			CIC/FA	0	0	0	0	0	0	0	<input checked="" type="checkbox"/>
					Additional Excavation and Shoring at Jacking Pit				\$6,122.25				
8	4/7/2008	0			CIC	0	0	0	0	0	0	0	<input type="checkbox"/>
					Additional Paving				\$0.00				
9	4/8/2008	0			CIC/FA	0	0	0	0	0	0	0	<input checked="" type="checkbox"/>
					Installation of Additional Services (77+90 -82+00)				\$0.00				



Phase 3 El Granada Transmission Pipeline Replacement Project Change Order Requests

All

7925A.30

Coastside County Water District

COR	Date	CO No.	Ref DC	Ref RFI	Type	Requested			Approved			Proceed?	
						Cont	MS1	MS2	Amount	Cont	MS1		MS2
10	4/8/2008	0			CIC	0	0	0	\$8,514.50	0	0	0	<input type="checkbox"/>
11	4/8/2008	0			CIC/FA	0	0	0	\$0.00	0	0	0	<input checked="" type="checkbox"/>
12	4/10/2008	0			FA	0	0	0	\$6,895.00	0	0	0	<input checked="" type="checkbox"/>
13	3/31/2008	0			CIC	0	0	0	\$76,895.00	0	0	0	<input type="checkbox"/>
14	4/24/2008	0			FA	0	0	0	\$3,459.00	0	0	0	<input checked="" type="checkbox"/>
15	4/24/2008	0			CIC/FA	0	0	0	\$5,847.16	0	0	0	<input checked="" type="checkbox"/>
16	4/7/2008	0			Centerline Boring Inc. Delay Costs (Withdrawn)	0	0	0	\$0.00	0	0	0	<input type="checkbox"/>
17	4/28/2008	0			CIC/FA	0	0	0	\$5,260.00	0	0	0	<input checked="" type="checkbox"/>
18	4/28/2008	0			CIC/FA	0	0	0	\$11,265.00	0	0	0	<input checked="" type="checkbox"/>



Phase 3 El Granada Transmission Pipeline Replacement Project
Change Order Requests

All

7925A.30

Coastside County Water District

COR	Date	CO No.	Ref DC	Ref RFI	Type	Requested				Approved				Proceed?
						Time Ext.			Amount	Time Ext.			Amount	
						Cont	MS1	MS2		Cont	MS1	MS2		
19	Install 130-lf of Additional 6" DIP on Cortez Ave 5/1/2008	0			RBA	0	0	0	\$16,900.00	0	0	0		<input type="checkbox"/>
Totals						0	0	0	\$146,955.41	0	0	0	(\$21,773.00)	
						Requested				Approved				

REVISED BUDGET ESTIMATE

Coastside County Water District

Phase 3 El Granada Transmission Pipeline Replacement Project - Construction Management

Original Cost Estimate									
Task No.	Task Description	Senior Professional \$222	Lead Project Professional \$195	Professional \$157	Assistant Professional \$122	Senior Technician \$135	Word Processing \$85	Total	Labor Cost (\$)
Task 1	Meetings	56	72	16	8	0	12	164	\$30,980
Task 2	Contract Administration	10	92	0	0	0	36	138	\$23,220
Task 3	Construction Inspection	0	0	0	576	0	0	576	\$70,272
Task 4	Coordination of Startup and Testing	2	8	8	0	0	0	18	\$3,260
Task 5	Project Closeout	8	16	16	0	16	4	60	\$9,908
Task 6	Engineering Support Services- Respond to RFIs, review submittals, evaluate and process change orders, review value engineering proposals, manage mitigation monitoring and overall project management	74	138	164	88	12	4	480	\$81,782
	Subtotal								
	Total	150	326	204	672	28	56	1436	\$ 219,422

Other Direct Costs									
	PECE Charge ¹ (9.00/hr)	Mileage	Printing	Subconsultant.	Subtotal Other Direct Costs	Labor Costs (above)	Task Total		
Task 7	Other Services	\$12,924	\$18,100	\$1,000	\$100,000	\$132,024	\$ 219,422	\$351,446	\$50,000
								Total	\$401,446
								Original Rounded Total:	\$401,400

Additional Cost Estimate									
Task No.	Task Description	Senior Professional ² \$234	Lead Project Professional ² \$195	Professional ² \$165	Assistant Professional ² \$134	Senior Technician ² \$145	Word Processing ² \$90	Total	Labor Cost (\$)
Task 1	Meetings	0	0	0	0	0	0	0	\$0
Task 2	Contract Administration- Additional cost due to permitting conditions	52	0	21	0	0	35	108	\$18,783
Task 3	Construction Inspection- increased cost due to extended hours and crews	0	0	326	0	0	0	326	\$53,790
Task 4	Coordination of Startup and Testing- additional pipeline sections	0	0	44	0	0	0	44	\$7,260
Task 5	Project Closeout	0	0	0	0	0	0	0	\$0
Task 6	Engineering Support Services- Increased environmental and cultural monitoring (subconsultant costs) and permitting conditions	0	0	44	0	0	0	44	\$7,260
	Subtotal								
	Total	52	0	435	0	0	35	522	\$ 87,093

Other Direct Costs									
	PECE Charge ¹ (9.00/hr)	Mileage	Printing	Subconsultant.	Subtotal Other Direct Costs	Labor Costs (above)	Task Total		
Task 7	Other Services	\$4,698	\$1,281	\$0	\$39,600	\$45,579	\$ 87,093	\$132,672	\$0
								Total Additional Cost:	\$132,672

(1) PECE: Project Equipment and Communication Expense
 (2) Rates reflect increase effective March 1, 2008



Technical Memorandum

To: David Dickson, CCWD
Copies To: Camden O'Toole, Mike Britten
From: Mike Warriner
Date: May 5, 2008 **WO#:** 7925A.30
Subject: Request for and Justification of Additional Costs for Construction Management of the El Granada Transmission Pipeline Project

The El Granada Pipeline Project has been proceeding for five months out of the schedule nine months. The work is 66% completed and the first section of the pipeline has been placed into service. The contractor is working at a pace to complete the project ahead of schedule. This pace has also resulted in higher construction management costs associated with the fieldwork. The additional costs and the reason for them are as follows:

Additional permitting at start of project- Several permits needed to start the project were not in place. Carollo Engineers researched and identified the outstanding permit items. Time was spent researching, interpreting the permit conditions and consulting with environmental subconsultants regarding the work. In addition, several documents, such as the County encroachment permit and past correspondence with permitting agencies, was missing from the contract documents. Carollo personnel reviewed these documents and how they interacted with the existing permits. Please note that these additional hours by Carollo are offset by hours not spent by the District Engineer to perform this work.

Extended work days- The contract documents allowed the contractor to work 10 to 12 hours per day in most areas. The Carollo construction management proposal was based upon an 8-hour day while the actual field effort by the contractor was a minimum of 10 hours every day. These additional hours were not accounted for in the original agreement.

Additional work crews- In addition to the extended workdays, the contractor increased work crews and worked on multiple sites every day. This required Carollo to increase the number personnel onsite to inspect the additional work areas. The combination of the extended workdays and the multiple sites exceed the original contract hours calculated for the construction management. While the contractor is completing the project ahead of schedule, the relationship between the saved construction time and the longer days and multiple crews is not a one-to-one relationship with the time that would have been expended in an 8-hour day with one construction crew. This additional time exceeds the time estimated in the original construction contract.

Additional environmental monitoring- In order to satisfy the permit conditions, environmental monitoring was increased in areas where the conflicting conditions between the different agencies permits varied. In addition, permit conditions were identified after the proposal was submitted for construction management, resulting in additional restriction on the work. This

significantly increased monitoring costs for the project beyond what was shown in the proposal.

Cost Savings Attributable to Construction Management.

While Carollo costs have been increased, the contractor costs and resultant District costs have been reduced by the presence of the construction manager. The following are estimated savings achieved by the District to date. A summary table is also shown.

Claims and delays associated with permit restrictions at some of the work sites have been eliminated. By working with contractor to keep the work progressing and working around permit restrictions, the construction manager has been able to prevent costs associated with demobilization and re-mobilization to the site, which could have been in excess of \$150,000.

Change orders totaling \$150,000 associated with differing field conditions have been submitted by the contractor. Negotiation of these change orders by Carollo personnel has reduced this number to less than \$110,000.

Some unit prices shown in the contract have been reduced due to field changes that preserve the design intent and eliminate some of the fieldwork. The savings associated with the field changes has been estimated to be \$40,000.

The construction manager also worked with the contractor and residents to reduce potential complaints in residential areas. By serving as the on-site District representative, Carollo was able to address resident concerns immediately and prevent complaints. The value of the customer satisfaction associated with this item cannot be estimated as a specific value but is of great importance to all parties associated with the project.

In order to complete the project, Carollo estimates the additional costs to see this project through to completion to be \$132,672. The savings to the District by active construction management are estimated to exceed \$230,000 and savings may increase as the project proceeds to completion. We believe that the cost savings justify the additional expenditure to continue the Carollo contract through contract completion.

TABLE 1 - SUMMARY OF PROJECT COST SAVINGS

Modification of work activities to save re-mobilization costs	-\$150,000
Negotiation of change orders to date	-\$40,000
Unit pricing savings	-\$40,000
Additional construction management costs	\$132,672
Net cost savings to the El Granada Project	-\$97,328

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 13, 2008

Report

Date: May 8, 2008

Subject: FY 08-09 Revenue and Expense Budget - Draft

Recommendation:

Based on the draft FY 08-09 Budget, approve issuance of a Notice of Public Hearing – Proposed Rate Increase in the attached format, specifying a rate increase of up to 10-14%.

Background:

The Finance Committee met on April 28 to review and discuss the budget and recommended the attached budget for presentation to the full Board.

The budget is presented in the format used in past years, with a summary page and supporting schedules for each account.

Note the following key assumptions used in developing the budget:

- Overall water sales are projected to increase 1.5% vs. the current year budget.
- Total water production will be essentially the same as FY 07-08.
- SFPUC wholesale water rate will increase 9% from the current rate. SFPUC has not provided a final figure yet.
- Operating costs for Nunes and Denniston assume completion of the short-term improvements at approximately mid-year.
- The District will receive property tax revenue at the same level as in the current year, i.e. no state take-away.
- We will receive an ERAF refund of \$100,000.

The budget shows an overall operating cost increase of 5.8%, with the bulk of the increase attributable to the change in SFPUC rates and changed operations at Denniston and Nunes as a result of the short-term improvements. A rate increase of 9%, applied to both base charges and consumption charges, will be the minimum increase required to meet operating expense needs. The Board may wish to add an additional increment to this figure to cover any unanticipated shortfall in sales and to ensure adequate funding of reserves for capital projects.

Next Steps:

Following Board approval of the Notice of Proposed Rate Increase, there is a 45-day posting period before the Public Hearing, which will be held at the Board's

STAFF REPORT

Agenda: May 13, 2008

Subject: FY 08-09 Revenue and Expense Budget - Draft

Page Two

July 8 meeting. After the Public Hearing, the Board may adopt the budget and the associated rate increase, provided that a majority of the District's customers do not protest the increase.

The Board will have the opportunity to review and discuss the budget further at the June 10 meeting and the July 8 meeting.

Staff will present the detailed Capital Improvement Budget for the Board's consideration at the June 10 meeting. We will recommend that funding for FY 08-09 capital projects be taken from current reserves while the Board considers options for funding in FY 09-10 and beyond.

Operations & Maintenance Budget - FY 2008/2009

Account Number	Description	Proposed Budget FY 08/09	Approved FY 07/08	FY 08/09 Budget Vs. FY 07/08 Budget	FY 08/09 Budget Vs. FY 07/08 Budget	Proj Year End Actual FY 07/08	FY 08/09 Budget Vs. FY 07/08 Actual	FY 08/09 Budget Vs. FY 07/08 Actual	YTD Actual FY 07/08 as of March 31, 2008
			Budget	\$ Change	% Change		\$ Change	% Change	
4120	Water Sales	\$5,253,922	\$5,302,221	-\$48,299	-0.9%	\$4,985,493	\$268,429	5.1%	\$3,842,681
4170	Hydrant Sales	\$25,000	\$25,000	\$0	0.0%	\$26,477	-\$1,477	-5.9%	\$21,182
4180	Late Penalty	\$50,000	\$60,000	-\$10,000	-20.0%	\$43,687	\$6,313	12.6%	\$34,687
4230	Service Connections	\$8,000	\$6,000	\$2,000	25.0%	\$8,850	-\$850	-10.6%	\$7,080
4920	Interest Earned	\$100,124	\$91,192	\$8,932	8.9%	\$146,913	-\$46,789	-46.7%	\$111,913
4930	Property Taxes	\$600,000	\$600,000	\$0	100.0%	\$624,158	-\$24,158	-4.0%	\$374,158
4950	Miscellaneous	\$76,000	\$72,000	\$4,000	5.3%	\$74,911	\$1,089	1.4%	\$59,911
4965	ERAF Refund	\$100,000	\$100,000	\$0	0.0%	\$185,959	-\$85,959	-86.0%	\$185,959
TOTAL REVENUE		\$6,213,045	\$6,256,413	-\$43,368	-0.7%	\$6,096,449	\$116,596	1.9%	
5130	Water Purchased	\$1,450,477	\$1,344,656	\$105,821	7.3%	\$1,284,157	\$166,320	11.5%	\$903,157
5230	Electrical Exp. Nunes WTP	\$20,000	\$13,325	\$6,675	33.4%	\$15,493	\$4,507	22.5%	\$11,493
5231	Electrical Expenses, CSP	\$234,299	\$205,118	\$29,181	12.5%	\$260,450	-\$26,151	-11.2%	\$223,450
5232	Electrical Expenses/Trans. & Dist.	\$24,800	\$24,800	\$0	0.0%	\$21,509	\$3,291	13.3%	\$16,009
5233	Elec Exp/Pilarcitos Cyn.	\$10,000	\$11,000	-\$1,000	-10.0%	\$3,670	\$6,330	63.3%	\$3,370
5234	Electrical Exp., Denn	\$74,500	\$69,488	\$5,012	6.7%	\$50,218	\$24,282	32.6%	\$31,218
5235	Denn. WTP Oper.	\$89,560	\$79,060	\$10,500	11.7%	\$76,224	\$13,336	14.9%	\$41,224
5236	Denn WTP Maint	\$36,000	\$33,000	\$3,000	8.3%	\$32,562	\$3,438	9.6%	\$16,562
5240	Nunes WTP Oper	\$126,400	\$107,960	\$18,440	14.6%	\$115,407	\$10,993	8.7%	\$85,407
5241	Nunes WTP Maint	\$51,700	\$48,400	\$3,300	6.4%	\$46,709	\$4,991	9.7%	\$26,709
5242	CSP - Operation	\$8,500	\$8,500	\$0	0.0%	\$6,698	\$1,802	21.2%	\$5,698
5243	CSP - Maintenance	\$66,000	\$51,000	\$15,000	22.7%	\$34,192	\$31,808	48.2%	\$4,192
5318	Studies/Surveys/Consulting	\$55,000	\$30,450	\$24,550	-100.0%	\$61,496	-\$6,496	-100.0%	\$51,496
5321	Water Conservation	\$40,000	\$56,000	-\$16,000	-40.0%	\$37,937	\$2,063	5.2%	\$22,937
5322	Community Outreach	\$31,700	\$24,270	\$7,430	23.4%	\$21,246	\$10,454	33.0%	\$6,246
5411	Salaries - Field	\$823,397	\$807,749	\$15,648	1.9%	\$820,667	\$2,730	0.3%	\$603,197
5412	Maintenance Expenses	\$180,786	\$144,586	\$36,200	20.0%	\$152,108	\$28,678	15.9%	\$117,108
5414	Motor Vehicle Exp.	\$58,000	\$50,500	\$7,500	12.9%	\$53,488	\$4,512	7.8%	\$39,988
5415	Maintenance, Wells	\$25,400	\$23,400	\$2,000	7.9%	\$24,611	\$789	3.1%	\$21,611
5610	Salaries, Admin.	\$617,719	\$567,201	\$50,518	8.2%	\$543,301	\$74,418	12.0%	\$390,594
5620	Office Expenses	\$139,350	\$111,350	\$28,000	20.1%	\$99,119	\$40,231	28.9%	\$79,119
5621	Computer Services	\$53,900	\$41,570	\$12,330	22.9%	\$54,111	-\$211	-0.4%	\$39,111
5625	Meetings/Training/Seminars	\$32,500	\$28,000	\$4,500	13.8%	\$30,520	\$1,980	6.1%	\$20,520
5630	Insurance	\$493,349	\$522,133	-\$28,784	-5.8%	\$464,617	\$28,732	5.8%	\$344,617
5640	Employee Retirement	\$395,280	\$354,874	\$40,406	10.2%	\$372,068	\$23,212	5.9%	\$272,068
5681	Legal	\$57,000	\$57,000	\$0	0.0%	\$50,393	\$6,607	11.6%	\$38,393
5682	Engineering	\$25,000	\$30,000	-\$5,000	-20.0%	\$23,810	\$1,191	4.8%	\$8,810
5683	Financial Services	\$47,375	\$35,300	\$12,075	25.5%	\$24,459	\$22,916	48.4%	\$14,459
5684	Payroll Taxes	\$105,541	\$99,586	\$5,955	5.6%	\$103,639	\$1,902	1.8%	\$73,639
5687	Memberships & Subscriptions	\$51,965	\$48,965	\$3,000	5.8%	\$46,306	\$5,659	10.9%	\$31,306
5688	Election Expense	\$0	\$15,000	-\$15,000	-100.0%	\$34,020	-\$34,020	100.0%	\$34,020
5689	Labor Relations	\$15,000	\$0	\$15,000	-100.0%	\$0	\$15,000	100.0%	\$0
5700	County Fees	\$9,200	\$9,200	\$0	0.0%	\$8,769	\$431	4.7%	\$7,269
5705	State Fees	\$33,000	\$37,000	-\$4,000	-12.1%	\$27,363	\$5,637	17.1%	\$7,363
Total Operating Expenses		\$5,482,699	\$5,090,441	\$392,258	7.2%	\$5,001,337	\$481,361	8.8%	
Capital Accounts									
5711	Existing Bonds - 1998A	\$266,220	\$271,095	-\$4,875	-1.8%	\$270,006	-\$3,786	-1.4%	\$270,006
5712	Existing Bonds - 2006B	\$482,460	\$483,148	-\$688	-0.1%	\$485,418	-\$2,958	-0.6%	\$485,418
5713	Cont. to CIP & Reserves	\$434,000	\$411,729	\$22,271	5.1%	\$411,727	\$22,273	5.1%	\$308,797
Total Capital Accounts		\$1,182,680	\$1,165,972	\$16,708	1.4%	\$1,167,151	\$15,529	1.3%	
TOTAL EXPENSES		\$6,665,379	\$6,256,413	\$408,966	6.1%	\$6,168,488	\$496,890	7.5%	
Total Revenue Less Expenses		-\$452,333							
Rate Increase		-8.6%							

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4120 Description: Water Sales	
Actual Amount As Of: 31-Mar 2008	3,842,681
PROJECTED ACTIVITY to END of FY:	1,142,812
Projected YEAR END TOTAL:	4,985,493
PROPOSED Line Item Amount:	5,253,922

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	5,302,221
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% Change Actual Year End compared to Proposed Line item amount.	5.4%
% Change to Previous Year Budget	(0.9%)
Dollar difference between proposed budget & current budget	-48,299

NARRATIVE: See Worksheet 4120 A for calculations

Water sales revenues are expected to increase during the next fiscal year due to new customers coming on line. The projection is that there will be 47 new residential and 10 new commercial customers coming on line during FY 2008/2009. These projections are found in the 2007 Water Supply Evaluation Report. Expect 4.5% increase from 6 years ago.

Spread:

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

Fiscal Year 2008/2009 Water Sales Projections

MONTH	a	b	c	d	e	f	g	h	i	Base Charge 07/08	Base Charge 08/09	Proposed FY 08/09 \$ Budget
	Res. hcf 07/08	Res. hcf 08/09	Other hcf 07/08	Other hcf 08/09	TOTAL Units 07/08	TOTAL Units 08/09	Per Cent Diff 07 v. 08 dif	Residential \$ Projected 08/09	Other \$ Projected 4.38 hcf			
	6-Yr Avg	Budget	6-Yr Avg	Budget	Actual	Budget						
Jul-07	44,487	45,154	101,677	103,202	146,164	148,356	1.5%	\$ 165,716	\$ 452,025	\$65,276	\$65,929	\$ 683,671
Aug-07	70,773	71,835	18,362	18,637	89,135	90,472	1.5%	\$ 263,633	\$ 81,632	\$76,685	\$77,452	\$ 422,717
Sep-07	39,473	40,065	136,788	138,840	176,261	178,905	1.5%	\$ 147,039	\$ 608,118	\$67,438	\$68,112	\$ 823,270
Oct-07	63,132	64,079	16,884	17,137	80,016	81,216	1.5%	\$ 235,170	\$ 75,061	\$77,512	\$78,288	\$ 388,519
Nov-07	29,263	29,702	63,169	64,117	92,432	93,818	1.5%	\$ 109,006	\$ 280,830	\$67,667	\$68,344	\$ 458,181
Dec-07	41,326	41,946	11,453	11,625	52,779	53,571	1.5%	\$ 153,941	\$ 50,917	\$77,442	\$78,216	\$ 283,074
Jan-08	28,302	28,727	52,067	52,848	80,369	81,575	1.5%	\$ 105,426	\$ 231,474	\$67,797	\$68,475	\$ 405,376
Feb-08	41,511	42,134	11,486	11,658	52,997	53,792	1.5%	\$ 154,631	\$ 51,063	\$77,512	\$78,287	\$ 283,981
Mar-08	25,051	25,427	45,104	45,781	70,155	71,207	1.5%	\$ 93,316	\$ 200,519	\$67,808	\$68,486	\$ 362,321
Apr-08	36,631	37,180	11,591	11,765	48,222	48,945	1.5%	\$ 136,452	\$ 51,530	\$73,441	\$74,175	\$ 262,158
May-08	30,745	31,206	70,317	71,372	101,062	102,578	1.5%	\$ 114,527	\$ 312,608	\$64,511	\$65,156	\$ 492,291
Jun-08	65,857	66,845	15,425	15,656	81,282	82,501	1.5%	\$ 245,321	\$ 68,575	\$73,731	\$74,468	\$ 388,364
TOTAL	516,551	524,299	554,323	562,638	1,070,874	1,086,937	1.5%	\$ 1,924,178	\$ 2,464,354	\$856,821	\$865,390	\$ 5,253,922

Ave Charge	Res 07/08	RES 08/09	COM 07/08	COM 08/09
Per Unit	\$3.85	\$0.00	\$4.38	\$0.00

\$ 5,253,922

FACTORS TO BE CONSIDERED

- 1 Superintendent projects a 40 MG purchase from Skylawn for next fiscal year
- 2 Anticipation of **22 new Residential connections** in Half Moon Bay
- 3 Anticipation of **5 new Commercial connections** in Half Moon Bay
- 4 Anticipation of **15 new Residential connections** in County area
- 5 Anticipation of **5 new Commercial connections** in County area

**July 2006 water sales were calculated at previous rates due to billing consisting of mostly of June 2006*

<u>Res</u> <u>Units</u>	<u>FY 07/08</u>	<u>%</u> <u>FY 08/09</u>	<u>Base</u> <u>Charge</u>	<u>FY 07/08</u>	<u>%</u> <u>FY 08/09</u>
1-8	\$3.22		5/8"	\$19.70	
9 -25	\$3.55		3/4"	\$29.62	
26 - 40	\$4.61		1"	\$49.37	
41 +	\$5.70		1.5"	\$95.34	
			2.0"	\$158.02	
Comm	\$4.38		3"	\$345.68	
			4"	\$1,185.32	

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4170 Description: Hydrant Sales	
Actual Amount As Of: 31-Mar 2008	21,182
PROJECTED ACTIVITY to END of FY:	5,295
Projected YEAR END TOTAL:	26,477
PROPOSED Line Item Amount:	25,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	25,000
% Change Actual Year End compared to Proposed Line item amount.	(5.6%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

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

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4180 Description: Late Penalty	
Actual Amount As Of: 31-Mar 2008	34,687
PROJECTED ACTIVITY to END of FY:	9,000
Projected YEAR END TOTAL:	43,687

PROPOSED Line Item Amount:	50,000
-----------------------------------	---------------

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	60,000
% Change Actual Year End compared to Proposed Line item amount.	14.4%
% Change to Previous Year Budget	100.0%
Dollar difference between proposed budget & current budget	-10,000

NARRATIVE:

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4230 Description: Service Connections	
Actual Amount As Of: 31-Mar 2008	7,080
PROJECTED ACTIVITY to END of FY:	1,770
Projected YEAR END TOTAL:	8,850
PROPOSED Line Item Amount:	8,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	6,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	(9.6%)
% Change to Previous Year Budget	33.3%
Dollar difference between proposed budget & current budget	2,000

NARRATIVE:

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

Labor	\$8,000
TOTAL	\$8,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4920 Description: Interest Earned	
Actual Amount As Of: 31-Mar 2008	111,913
PROJECTED ACTIVITY to END of FY:	35,000
Projected YEAR END TOTAL:	146,913
PROPOSED Line Item Amount:	\$ 100,124

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	91,192
% Change Actual Year End compared to Proposed Line item amount.	(31.8%)
% Change to Previous Year Budget	9.8%
Dollar difference between proposed budget & current budget	8,932

NARRATIVE:

Interest income is derived from cash on deposit with LAIF. The interest income is calculated on funds that are not restricted to the CSP Project.

Cash on Deposit	Balance	Less CSP \$						
	5,914,434	3,053,756	2,860,678	x	3.50%	=	\$ 100,124	

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4930 Description: Property Taxes	
Actual Amount As Of: 31-Mar 2008	374,158
PROJECTED ACTIVITY to END of FY:	250,000
Projected YEAR END TOTAL:	624,158
PROPOSED Line Item Amount:	600,000

Approved Line Item Amount:

<u>PREVIOUS YEAR BUDGET:</u>	<u>600,000</u>
% Change Actual Year End compared to Proposed Line item amount.	(3.9%)
% 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	<u><u>\$600,000</u></u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4950 Description: Miscellaneous	
Actual Amount As Of: 31-Mar 2008	59,911
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	74,911
PROPOSED Line Item Amount:	76,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	72,000
% Change Actual Year End compared to Proposed Line item amount.	1.5%
% Change to Previous Year Budget	5.6%
Dollar difference between proposed budget & current budget	4,000

NARRATIVE:

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

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

<u>Sub-Account</u>	FY 07/08	FY 08/09
Skylawn	25,000	25,000
Sprint Spectrum Lease	18,000	21,000
Sprint Spectrum Lease	17,000	18,000
Miscellaneous	12,000	12,000
	<u>72,000</u>	<u>76,000</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4965 Description: ERAF Refund	
Actual Amount As Of: 31-Mar 2008	185,959
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	185,959
PROPOSED Line Item Amount:	100,000
Approved Line Item Amount:	
PREVIOUS YEAR BUDGET:	100,000
% Change Actual Year End compared to Proposed Line item amount.	(46.2%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5130 Description: Water Purchased	
Actual Amount As Of: 31-Mar 2008	903,157
PROJECTED ACTIVITY to END of FY:	381,000
Projected YEAR END TOTAL:	1,284,157
PROPOSED Line Item Amount:	1,450,477

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	1,344,656
% Change Actual Year End compared to Proposed Line item amount.	13.0%
% Change to Previous Year Budget	7.9%
Dollar difference between proposed budget & current budget	105,821

NARRATIVE:

See worksheet 5130 A

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

Water rates will increase approximately 9% from the SFWD this year. Cost per hcf \$1.42

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

PRODUCTION & PUMPING SCHEDULE, 2008/2009

	Denniston Surface		Denniston Wells		Pilarcitos Wells		SFWD Pilarcitos-Crystal Springs Pilarcitos CSP				SFWD Total		TOTAL PRODUCTION FY 07/08 FY 08/09		SFWD COST \$1.42 hcf	
	5-yr avg hcf	09 Plan hcf	5-yr avg hcf	09 Plan hcf	5-yr avg hcf	09 Plan hcf	5-yr avg hcf	09 Plan hcf	5-yr avg hcf	09 Plan hcf	5-yr avg hcf	09 Plan hcf	Actual hcf	Plan	Plan	
Jul-07	14,559	15,000	4,184	6,494	0	0	0	0	110,508	108,862	110,508	108,862	129,251	130,356	\$154,584	
Aug-07	15,775	15,775	5,000	7,268	0	0	0	0	129,332	128,327	129,332	128,327	150,107	151,370	\$182,224	
Sep-07	15,388	15,387	5,388	6,651	0	0	0	0	98,182	97,901	98,182	97,901	118,958	119,939	\$139,019	
Oct-07	11,016	11,016	3,463	5,850	0	0	40	0	81,150	79,575	81,190	79,575	95,669	96,441	\$112,997	
Nov-07	9,667	9,700	1,179	2,979	0	0	0	0	80,134	79,135	80,134	79,135	90,980	91,814	\$112,372	
Dec-07	1,912	6,700	693	1,000	2,166	6,200	0	57,175	62,644	0	62,644	57,175	67,415	71,075	\$81,189	
Jan-08	0	0	0	0	7,928	15,856	48,436	43,920	0	0	48,436	43,920	56,364	59,776	\$62,366	
Feb-08	0	0	0	0	7,968	15,856	51,123	46,634	134	0	51,257	46,634	59,225	62,490	\$66,220	
Mar-08	0	2,406	0	1,350	11,243	12,085	77,921	54,037	0	0	77,921	54,037	89,164	69,878	\$76,733	
Apr-08	20,321	20,400	630	1,000	0	0	68,837	69,155	0	0	68,837	69,155	89,788	90,555	\$98,200	
May-08	22,594	22,600	2,496	4,883	0	0	95,508	94,076	0	0	95,508	94,076	120,598	121,559	\$133,588	
Jun-08	21,457	21,500	3,640	4,890	0	0	0	0	105,548	105,353	105,548	105,353	130,645	131,743	\$149,601	
TOTALS	132,689	140,484	26,673	42,365	29,305	49,997	341,865	364,997	667,632	599,153	1,009,497	964,150	1,198,164	1,196,996	\$1,369,093	
Base Charge																\$81,384
Grand Total																\$1,450,477

Note: Bold numbers in actual columns are estimates

Expect 12647 hcf of unmetered water for FY 08/09

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5230 Description: Electrical Exp. Nunes WTP	
Actual Amount As Of: 31-Mar 2008	11,493
PROJECTED ACTIVITY to END of FY:	4,000
Projected YEAR END TOTAL:	15,493
PROPOSED Line Item Amount:	20,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	13,325
% Change Actual Year End compared to Proposed Line item amount.	29.1%
% Change to Previous Year Budget	50.1%
Dollar difference between proposed budget & current budget	6,675

NARRATIVE:

The costs shown for this line item are for electrical costs for operating the water treatment plant. There are no other cost items in this line. Increase from last years projected due to on site hypochlorite generator costs

FY 08/09

PG&E \$20,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5231 Description: Electrical Expenses, CSP	
Actual Amount As Of: 31-Mar 2008	223,450
PROJECTED ACTIVITY to END of FY:	37,000
Projected YEAR END TOTAL:	260,450
PROPOSED Line Item Amount:	234,299

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	205,118
% Change Actual Year End compared to Proposed Line item amount.	(10.0%)
% Change to Previous Year Budget	14.2%
Dollar difference between proposed budget & current budget	29,181

NARRATIVE:

Skylawn is estimated to purchase 40 million gallons. It is anticipated that the District will need to use Crystal Springs between June and November due to low rainfall and water allotment released for fish flows

	hcf	rate to pump 1 unit of water			
Pumping charges - electrical	599,153	0.349	=	\$	209,104
Non-pumping electrical				\$	6,000
Skylawn Pumping Expenses	55,000	0.349	=	\$	19,195
TOTAL				\$	<u><u>234,299</u></u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5232 Description: Electrical Expenses/Trans. & Dist.	
Actual Amount As Of: 31-Mar 2008	16,009
PROJECTED ACTIVITY to END of FY:	5,500
Projected YEAR END TOTAL:	21,509
PROPOSED Line Item Amount:	24,800

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	24,800
% Change Actual Year End compared to Proposed Line item amount.	15.3%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

	Est FY 08/09
Frenchman's Creek Pump Station	\$3,393
Granada #1	\$5,090
Granada #2	\$4,977
Granada #3	\$3,167
Alves Pump Station	\$6,334
Miramontes Tank	\$255
Wave Avenue (Emergency Pump)	\$1,584
TOTAL	<u><u>\$24,800</u></u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5233 Description: Elec Exp/Pilarcitos Cyn.	
Actual Amount As Of: 31-Mar 2008	3,370
PROJECTED ACTIVITY to END of FY:	300
Projected YEAR END TOTAL:	3,670
PROPOSED Line Item Amount:	10,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	11,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	172.5%
% Change to Previous Year Budget	(9.1%)
Dollar difference between proposed budget & current budget	-1,000

NARRATIVE:

Assumes sufficient rain in October to pump Pilarcitos Wells in November. During last two fiscal years this did not occur. Assumes 82,000 units of production, at an energy cost of \$0.134 per unit. Expected to double well #1 output from being refurbish this spring.

Wells #1 & 3	\$ -	Well #4	\$ -	TOTAL
Well #2	\$ -	Well #4A	\$ 5,000	
Well #3A	<u>\$ -</u>	Well #5	<u>\$ 5,000</u>	
 TOTAL	 \$ -		 \$ 10,000	 <u><u>\$ 10,000</u></u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5234 Description: Electrical Exp., Denn	
Actual Amount As Of: 31-Mar 2008	31,218
PROJECTED ACTIVITY to END of FY:	19,000
Projected YEAR END TOTAL:	50,218
PROPOSED Line Item Amount:	74,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	69,488
% Change Actual Year End compared to Proposed Line item amount.	48.4%
% Change to Previous Year Budget	7.2%
Dollar difference between proposed budget & current budget	5,012

NARRATIVE:

The basis for this projection is an average rainfall year.
 These wells are used to supplement Denniston surface water diversion production.
 Anticipate higher energy costs by \$9K from recycle water pump and hypo generator
 and more viable wells operating.

FY 08/09

Denn Pump Station	\$40,000
Denn Well #1	\$5,000
Denn Well #2,3,4	\$5,000
Denn Well #5	\$1,500
Denn Well #9	\$5,000
Denn WTP	\$9,000
Filter Recycle Pump	\$4,000
On-Site Hypochlorite Generator	\$5,000
TOTAL	<u>\$74,500</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>		<u>Amount</u>
Acct. No.	5235	Description: Denn. WTP Oper.
Actual Amount As Of:	31-Mar 2008	41,224
PROJECTED ACTIVITY to END of FY:		35,000
Projected YEAR END TOTAL:		76,224

PROPOSED Line Item Amount:	89,560
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	79,060
-----------------------	--------

% Change Actual Year End compared to Proposed Line item amount.	17.5%
% Change to Previous Year Budget	13.3%
Dollar difference between proposed budget & current budget	10,500

NARRATIVE: Increase due to laboratory costs and increase in sampling requirements and use of polymer system, increase costs of sodium hypochlorite vs. chlorine.

ADMIN		CHEMICALS	
Telephone	\$360	Caustic Soda	\$30,000
Alarm System	\$1,600	Alum	\$4,100
Water Samples		Polymer	\$10,000
Monterey Cty. Lab.	\$30,000	KMNO4	\$2,000
Charts & Supplies	\$3,000	Sodium Hypochlorite	\$7,500
		Salt	\$1,000
		Admin	\$34,960
		Chemicals	\$54,600
		TOTAL	\$89,560

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5236 Description: Denn WTP Maint	
Actual Amount As Of: 31-Mar 2008	16,562
PROJECTED ACTIVITY to END of FY:	16,000
Projected YEAR END TOTAL:	32,562

PROPOSED Line Item Amount:	36,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	33,000
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% Change Actual Year End compared to Proposed Line item amount.	10.6%
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% Change to Previous Year Budget	9.1%
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Dollar difference between proposed budget & current budget	3,000
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NARRATIVE:

Increase due to Annual Preventative Maintenance, Filter Return System and Chlorination System Maintenance as well as SCBA maintenance

FY 08/09

Electrical	\$4,000
Instrumentation	\$7,000
Telemetry	\$2,000
Pump Repair	\$5,000
Filter Inspection	\$5,000
Chlorination System Maintenance	\$2,000
Safety - SCBA Maint.	\$2,000
Misc. Plumbing & Parts	\$2,000
Tree Trimming	\$4,000
Floor Coating	\$1,000
Sludge Removal	\$2,000
TOTAL	\$36,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5240	Description: Nunes WTP Oper
Actual Amount As Of: 31-Mar 2008	85,407
PROJECTED ACTIVITY to END of FY:	30,000
Projected YEAR END TOTAL:	115,407

PROPOSED Line Item Amount:	126,400
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	107,960
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% Change Actual Year End compared to Proposed Line item amount.	9.5%
% Change to Previous Year Budget	17.1%
Dollar difference between proposed budget & current budget	18,440

NARRATIVE: Increase in Water Sampling and chemical costs associated with Hypochlorite Purchase for 6 months

Water Samples

Monterey Cty Lab	\$35,000
Misc.	
Telephone	\$400
Alarm System	\$1,000
Diesel	\$1,000
Charts & Supplies	\$3,000
Sub total	<u>\$40,400</u>

Chemicals

Caustic	\$30,000
Polymer	\$7,500
Alum	\$17,000
Salt	\$1,500
<u>Hypo Chlor</u>	<u>\$30,000</u>
	\$86,000

TOTAL	<u><u>\$126,400</u></u>
-------	-------------------------

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5241 Description: Nunes WTP Maint	
Actual Amount As Of: 31-Mar 2008	26,709
PROJECTED ACTIVITY to END of FY:	20,000
Projected YEAR END TOTAL:	46,709
PROPOSED Line Item Amount:	51,700

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	48,400
% Change Actual Year End compared to Proposed Line item amount.	10.7%
% Change to Previous Year Budget	6.8%
Dollar difference between proposed budget & current budget	3,300

NARRATIVE:

Increase due to Flocculation Maintenance and Sedimentation Basin Drive Guide Replacements

	FY 08/09
Generator Service Contract	\$1,000
Sludge Removal	\$5,000
Electrical	\$6,000
Instrumentation/Controls	\$7,000
Chlorination System Maintenance	\$1,500
Floculator Gear Oil Changout	\$7,000
UST Inspection/Annual Tank Testing	\$1,200
Motor & Pump Replacement	\$5,000
Filter Inspection	\$4,000
Sedimentation Basin Guide Replacement and repairs	\$8,000
Annual Electrical PM	\$4,000
Misc.	\$2,000
	<u>\$51,700</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5242 Description: CSP - Operation	
Actual Amount As Of: 31-Mar 2008	5,698
PROJECTED ACTIVITY to END of FY:	1,000
Projected YEAR END TOTAL:	6,698
PROPOSED Line Item Amount:	8,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	8,500
% Change Actual Year End compared to Proposed Line item amount.	26.9%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE: FY 08/09

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
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5243 Description: CSP - Maintenance	
Actual Amount As Of: 31-Mar 2008	4,192
PROJECTED ACTIVITY to END of FY:	30,000
Projected YEAR END TOTAL:	34,192
PROPOSED Line Item Amount:	66,000

Approved Line Item Amount:

<u>PREVIOUS YEAR BUDGET:</u>	<u>51,000</u>
% Change Actual Year End compared to Proposed Line item amount.	93.0%
% Change to Previous Year Budget	29.4%
Dollar difference between proposed budget & current budget	15,000

NARRATIVE:

Increase due to Annual PM maintenance and removal/replace pumps and pump motors, which requires Confined Space Rescue. Also added Tunnel Cleaning from CIP Budget.

FY 08/09

Tunnel Cleaning	\$15,000
Electrical Testing (ETI)	\$6,000
Electrical Repair	\$5,500
Equipment /Valve Maintenance	\$4,000
Confined Space Rescue	\$9,000
Pressure Reducing Valves	\$4,000
Construction Oversight	\$5,000
Misc. Equip/Air Vent	\$1,500
Telemetry & Alarms	\$1,000
Pump Maintenance	\$15,000
	<u>\$66,000</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5318 Description: Studies/Surveys/Consulting	
Actual Amount As Of: 31-Mar 2008	51,496
PROJECTED ACTIVITY to END of FY:	10,000
Projected YEAR END TOTAL:	61,496
PROPOSED Line Item Amount:	\$55,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	30,450
% Change Actual Year End compared to Proposed Line item amount.	(10.6%)
% Change to Previous Year Budget	80.6%
Dollar difference between proposed budget & current budget	24,550

GASB 45 Actuarial	\$20,000.00
Strategic Planning	\$35,000.00
Misc. Studies	\$5,000.00
	\$55,000.00

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5321 Description: Water Conservation	
Actual Amount As Of: 31-Mar 2008	22,937
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	37,937
PROPOSED Line Item Amount:	40,000

Approved Line Item Amount:

<u>PREVIOUS YEAR BUDGET:</u>	<u>56,000</u>
% Change Actual Year End compared to Proposed Line item amount.	5.4%
% Change to Previous Year Budget	(28.6%)
Dollar difference between proposed budget & current budget	-16,000

NARRATIVE:

Increase due to addition of Water Shortage Drought & Contingency Plan
Also, See attached schedule

Spread:

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

Budget Worksheet		
Fiscal Year		
2008-2009		
Worksheet 5321 A – Water Conservation/Water Resources		
Description	FY 07/08	FY 08/09
Washing Machine Rebate Program		
Residential (BMP 6)	\$9,000.00	\$8,000.00
CII (BMP 9)	\$1,000.00	\$1,000.00
Toilet and Urinal Rebate Program		
Residential (BMP 14)	\$9,000.00	\$3,000.00
CII (BMP 9)	\$1,500.00	\$1,000.00
Pre-Rinse Spray Valve		
CII (BMP 9)	\$2,500.00	\$0.00
Waterbroom Rebate		
CII (BMP 9)	\$500.00	\$0.00
Low Flow Device Distribution		
Residential (BMP 2)	\$5,000.00	\$2,500.00
School Education		
Water Wise - BAWSCA (BMP8)	\$9,000.00	\$5,000.00
Water Education Foundation – (BMP 8)	\$0.00	\$700.00
Residential Water Surveys		
(BMP 2)	\$0.00	\$0.00
(BMP 1)	\$0.00	\$0.00
Water Audit		
(BMP 3)	\$0.00	\$0.00
Conservation Pricing		
(BMP 11)	\$0.00	\$0.00
Metering with Commodity Rates		
(BMP 4)	\$0.00	\$0.00
Large Landscape		
Whitcomb – BAWSCA (BMP 5)	\$4,000.00	\$8,000.00
Other BAWSCA Program (BMP 5)	\$0.00	\$0.00
Public Information - Outreach		
Materials (BMP 7)	\$10,000.00	\$2,000.00
Newspaper/Magazine Ads (BMP 7)	\$0.00	\$1,000.00
Bill Stuffers (BMP 7)	\$0.00	\$2,000.00
Direct Mailers (BMP 7)	\$0.00	\$2,000.00
Postage (BMP 7)	\$0.00	\$0.00
Newsletter (BMP 7)	\$0.00	\$0.00
Conservation Coordinator		
(BMP 12)	\$0.00	\$0.00
Fees and Memberships		
CUWCC	\$2,500.00	\$2,500.00
Events Fees	\$1,000.00	\$500.00
California Water Awareness Campaign	\$0.00	\$800.00
Training/Conferences	\$0.00	\$0.00
Other		
Database for Conservation Programs	\$0.00	\$0.00
Water Shortage Drought & Contingency Plan		
TOTALS	\$56,000.00	\$40,000.00

Notes

assumed no mandatory rationing during fiscal year

should receive \$ back from Smart Rebate Program on sign up for bawsca regional program in july

discussion at BAWSCA to re-initiate direct install for CII

discussion at BAWSCA to revitalize this program

no interest in waterbroom rebates in one year - do not continue

interest (treatment staff) in expanding school outreach

might need special springbrook report for complying with this report

added accounts and surveys

discussion at BAWSCA to consider other Landscape (cii) programs

need more outreach on rebates

comes from another account

Determine if there is interest/need for newsletter - frequency

do not include

Landscape Class Rentals - Pilarcitos Workshops-Pumpkin Festival

comes from another account

need database to track conservation programs and savings

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5322 Description: Community Outreach	
Actual Amount As Of: 31-Mar 2008	6,246
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	21,246
PROPOSED Line Item Amount:	31,700

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	24,270
% Change Actual Year End compared to Proposed Line item amount.	49.2%
% Change to Previous Year Budget	30.6%
Dollar difference between proposed budget & current budget	7,430

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. Increase due to MCTV additional services.

MCTV-Recording meetings(14 @ \$525)	\$7,500
Montara Fog (14 @ \$300)	\$4,200
Materials/Publications/Public Information	\$10,000
Postage for Public Outreach	\$5,000
Printing Annual Reports (Consumer Confidence Report/ Water Supply Evaluation, etc..)	\$5,000

Spread: TOTAL **31,700**

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5411 Description: Salaries - Field	
Actual Amount As Of: 31-Mar 2008	603,197
PROJECTED ACTIVITY to END of FY:	217,470
Projected YEAR END TOTAL:	820,667
PROPOSED Line Item Amount:	823,397

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	807,749
% Change Actual Year End compared to Proposed Line item amount.	0.3%
% Change to Previous Year Budget	1.9%
Dollar difference between proposed budget & current budget	15,648

NARRATIVE:

A COLA of 2.8% was used as a place holder based upon
Dept. of Labor Statistics information for February 2007 to February 2008

Spread:

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

COASTSIDE COUNTY WATER DISTRICT
5/8/2008
FY 2008/2009 BUDGET WORKSHEET (5411 A)

SALARIES - Accounts 5411 & 5610

EMPLOYEE	Step	Current Hrly Rate	COLA 2.8%	Annual Pay	O T Hours	O T Pay	Cert. Pay	TOTAL
FIELD #5411								
Superintendent	33/6	51.56	53.01	110,253			10,800	121,053
Distribution Supervisor	24/6	41.29	42.45	88,288	80		7,200	95,488
WTP Supervisor	29/5	45.58	46.86	97,461	80	4,193	7,200	108,854
WTP Oper.	21/7	39.30	40.40	84,033	80	3,616	7,200	94,848
Treat/Dist Op	8/4	26.48	27.22	56,621	60	1,827	4,800	63,248
Treat/Dist Op	8/3	25.83	26.55	55,220	60	1,782	4,800	61,802
Treat/Dist Op	8/3	25.83	26.55	55,220	60	1,782	4,800	61,802
Treat/Dist Op	8/4	26.48	27.22	56,621	40	1,218	7,200	65,039
Maint Worker	1B/7	24.01	24.68	51,344	40	1,105	2,400	54,849
Maint Worker	1B/1	20.70	21.28	44,262	40	952	1,200	46,414
Part-Time Help		15.00		15,000				15,000
Part-Time Help		15.00		15,000				15,000
Estimated Annual Merit Increase				18,000				
Standby Pay for On-Call Employees				20,000				20,000
Sub total, Field				767,322		16,475	57,600	823,397

ADMIN #5610								
Gen Manager		79.33	81.55	169,627		-		169,627
Water Conser.	11/7	29.21	30.03	62,463	40	1,344		63,807
Prj Coord. PT		60.00		27,000		-		27,000
Office Mgr	15/8	34.74	35.71	74,277	40	1,598		75,875
Admin Assist.	10/9	31.46	32.34	67,274	40	1,447	7,546	76,268
Office Specst	1B/9	25.23	25.93	53,937	20	580		54,517
Office Specst	1B/4	22.30	22.92	47,683	40	1,026		48,709
Office Specst	1B/9	25.23	25.93	53,937	20	580	2,400	56,917
Directors				30,000				30,000
Part-Time Help	n/a	15.00		15,000				15,000
Estimated Annual Merit Increase				15,000				20,000
Sub total, Admin				601,198		6,575	9,946	\$617,719

TOTAL

1,368,520

\$1,441,116

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5412 Description: Maintenance Expenses	
Actual Amount As Of: 31-Mar 2008	117,108
PROJECTED ACTIVITY to END of FY:	35,000
Projected YEAR END TOTAL:	152,108
PROPOSED Line Item Amount:	180,786

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	144,586
% Change Actual Year End compared to Proposed Line item amount.	18.9%
% Change to Previous Year Budget	25.0%
Dollar difference between proposed budget & current budget	36,200

NARRATIVE: The following items and amounts comprise this line item.
 Increase to (3) tank Inspection(s) - underwater dive inspection & purchase of additional tools
 Also moved Valve Raising from CIP to maintenance account

Laundry/Jackets	\$10,000	Paving	\$20,000
Service Products	\$1,400	Inventory	\$10,000
Pump Repair	\$6,000	Materials	\$4,000
Paint-supplies	\$3,000	Equip. Rental	\$2,000
USA	\$500	Radio Repair	\$1,000
Backfill	\$3,000	Landscape Maint	\$2,500
Hydrant repair	\$20,000	Shop Maint	\$3,000
Tank Inspection	\$10,000	Cathodic Protection	\$4,500
Generator services	\$7,886	Misc. tools, etc.	\$11,000
Safety Supplies	\$8,000	(Welder,Drill,Airtools, Sump Pump, Lrg tools)	
Main Repairs	\$15,000	Waste Services	\$5,000
		Fence Repairs	\$1,000
Sub totals	\$84,786	Raising Valve (City/County)	\$32,000
TOTAL	\$ 180,786		\$96,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5414 Description: Motor Vehicle Exp.	
Actual Amount As Of: 31-Mar 2008	39,988
PROJECTED ACTIVITY to END of FY:	13,500
Projected YEAR END TOTAL:	53,488
PROPOSED Line Item Amount:	58,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	50,500
% Change Actual Year End compared to Proposed Line item amount.	8.4%
% Change to Previous Year Budget	14.9%
Dollar difference between proposed budget & current budget	7,500

Increase due to new springs on Service Truck (repairs) and higher gas/Diesel prices

NARRATIVE:	<u>FY 08/09</u>
Gasoline	\$30,000.00
Mobile Phones	\$7,500.00
Service & Repairs (Including Springs for Service Truck)	\$13,000.00
Backhoe Painting & Rental	\$7,000.00
FastTrack	\$500.00
	<u>\$58,000.00</u>
Total	

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5415 Description: Maintenance, Wells	
Actual Amount As Of: 31-Mar 2008	21,611
PROJECTED ACTIVITY to END of FY:	3,000
Projected YEAR END TOTAL:	24,611
PROPOSED Line Item Amount:	25,400

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	23,400
% Change Actual Year End compared to Proposed Line item amount.	3.2%
% Change to Previous Year Budget	8.5%
Dollar difference between proposed budget & current budget	2,000

NARRATIVE:

Added Annual Maintenance for Pumps

	FY 07/08	FY 08/09
Electrical PM	\$1,200	\$1,200
Pumps	\$20,000	\$20,000
Electrical	\$2,000	\$4,000
Plumbing	\$200	\$200
	<u>\$23,400</u>	<u>\$25,400</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5610 Description: Salaries, Admin.	
Actual Amount As Of: 31-Mar 2008	390,594
PROJECTED ACTIVITY to END of FY:	152,707
Projected YEAR END TOTAL:	543,301
PROPOSED Line Item Amount:	617,719

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	567,201
% Change Actual Year End compared to Proposed Line item amount.	13.7%
% Change to Previous Year Budget	8.9%
Dollar difference between proposed budget & current budget	50,518

NARRATIVE:

A COLA of 2.8% was used as a place holder based upon
Dept. of Labor Statistics information for February 2007 to February 2008
See worksheet 5411 A for derivations.

Spread:

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

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5620	Description: Office Expenses
Actual Amount As Of: 31-Mar 2008	79,119
PROJECTED ACTIVITY to END of FY:	20,000
Projected YEAR END TOTAL:	99,119
PROPOSED Line Item Amount:	139,350

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	111,350
% Change Actual Year End compared to Proposed Line item amount.	40.6%
% Change to Previous Year Budget	25.1%
Dollar difference between proposed budget & current budget	28,000

NARRATIVE:

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

Increase due to postage rates and addition of Employee Recognition Program as well as needed office building repairs and 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	\$6,000.00
	Bulk Mailing	\$10,000.00
	Pre-Stamped Envelopes	\$5,000.00
Phone Services PG&E	Monthly Service & Repairs	\$4,000.00
	Monthly Service	\$6,000.00
Office Cleaning	Janitorial Service/Carpet Cleaning	\$7,500.00
Dining	December Holiday Dinner	\$3,500.00
File Storage	Iron Mountain - Offsite Storage	\$3,500.00
Newsletter	(Postage, Printing) 2x year	\$5,000.00
Leases	Mail & Copier Machines	\$12,000.00
	Office Alarm and Security Camera	\$2,500.00
Printing	Checks, Forms, Statements	\$3,000.00
Data Prose	Fulfillment Center for Billing Stmnts	\$25,000.00
Emergency	Supplies	\$750.00
Miscellaneous	Office Supplies	\$7,500.00
	Bank Fees	\$600.00
	DMV/Pre-Employment Physicals	\$1,000.00
	Employee Recognition Program	\$1,500.00
	Petty Cash	\$4,500.00
Maintenance	Office Equipment & Repairs	\$5,000.00
	Office Maintenance/Repairs	\$20,000.00
Payroll	Payroll Processing with ADP	\$5,500.00
TOTAL		\$139,350.00

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5621	Description: Computer Services
Actual Amount As Of: 31-Mar 2008	39,111
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	54,111

PROPOSED Line Item Amount:	53,900
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	41,570
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% Change Actual Year End compared to Proposed Line item amount	(0.4%)
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% Change to previous year budget:	29.7%
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Dollar difference between proposed budget & current budget	12,330
--	--------

NARRATIVE: Increase due to AMR Maintenance Agmnt

Maintenance Agreements		Computer Services	
Springbrook	\$10,000	Training	\$ 2,000
Radix	\$3,000	New/Upgrades to software/Cust Rpts	\$ 4,000
ICS	\$17,500	Repairs	\$ 5,000
Hansen	\$2,500	Opt-InPro (E-mail)	\$ 300
AMR	\$3,000	Coastside Net	\$ 750
Bently Srvs	\$1,000	Rogue Web Works (Website Maint.)	\$ 3,500
(WaterCad/Hydr. Model)		Sonic.net	\$ 450
		Spam Filtering	\$ 900
<i>Subtotal</i>	\$37,000	Subtotal	\$ 16,900
		Grand Total	\$ 53,900

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5625 Description: Meetings/Training/Seminars	
Actual Amount As Of: 31-Mar 2008	20,520
PROJECTED ACTIVITY to END of FY:	10,000
Projected YEAR END TOTAL:	30,520
PROPOSED Line Item Amount:	32,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	28,000
% Change Actual Year End compared to Proposed Line item amount.	6.5%
% Change to Previous Year Budget	16.1%
Dollar difference between proposed budget & current budget	4,500

NARRATIVE:

	<u>Amount</u>
Conferences (District Employees)	\$ 8,000
Conferences/Seminars (Board of Directors)	\$ 5,000
Staff Training/Seminars/Continuing Education	\$ 9,500
Safety Training (CINTAS)	\$ 8,500
*WTO/WDO Renewal/Application Fees	\$ 1,500
TOTAL	<u>\$ 32,500</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5630 Description: Insurance	
Actual Amount As Of: 31-Mar 2008	344,617
PROJECTED ACTIVITY to END of FY:	120,000
Projected YEAR END TOTAL:	464,617
PROPOSED Line Item Amount:	493,349

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	522,133
% Change Actual Year End compared to Proposed Line item amount.	6.2%
% Change to Previous Year Budget	(5.5%)
Dollar difference between proposed budget & current budget	-28,784

NARRATIVE:	FY 07/08	FY 08/09
Dental	\$19,933	\$21,904
LTD	\$13,596	\$15,313
Health	\$349,024	\$324,950
Liability	\$45,000	\$50,000
Life	\$5,100	\$4,814
Property	\$18,000	\$20,000
Vision	\$5,796	\$5,636
EAP Program	\$684	\$732
Workers Compensation	\$65,000	\$50,000
TOTAL	\$522,133	\$493,349

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

Spread:

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

FY 2007/08

	KAISER	Blue Cross	Dental	Vision	Life/AD&D	LTD Metlife	ACWA EAP	ACWA W/C	ACWA Property	ACWA Liability
July	\$8,353	\$12,820	\$1,551	\$441	\$354	\$1,038	\$61	\$17,919		
August	\$8,353	\$12,820	\$1,551	\$441	\$386	\$1,292	\$61			\$45,098
September	\$8,353	\$12,820	\$1,551	\$441	-\$170	\$1,123	\$61			
October	\$8,353	\$11,921	\$1,495	\$402	\$297	\$1,023	\$61	\$8,106		
November	\$8,353	\$12,820	\$1,551	\$441	\$311	\$1,120	\$61			
December	\$9,216	\$14,748	\$1,659	\$470	\$365	\$1,239	\$61			
January	\$9,216	\$14,748	\$1,659	\$470	\$369	\$1,239	\$61	\$9,583		
February	\$9,216	\$14,748	\$1,659	\$470	\$380	\$1,239	\$61			
March	\$9,216	\$14,748	\$1,659	\$470	\$389	\$1,239	\$61		\$17,017	
April	\$9,216	\$14,748	\$1,659	\$470	\$389	\$1,239	\$61	\$10,000		
May	\$9,216	\$14,748	\$1,659	\$470	\$389	\$1,239	\$61			
June	\$9,216	\$14,748	\$1,659	\$470	\$389	\$1,239	\$61			
EE/Retirees Credit	-\$302	-\$22,659	-\$4,041	-\$235	-\$144					
Sub Total	\$105,975	\$143,779	\$15,275	\$5,218	\$3,706	\$14,268	\$732	\$45,608	\$17,017	\$45,098
FY 07/08 Total	\$110,592	\$176,975	\$19,913	\$5,636	\$4,674	\$14,867	\$732	\$45,608		
June Rate x 12 months										
Approx. Rate Increase	13% \$124,969	13% \$199,981	10% \$21,904	0% \$5,636	3% \$4,814	3% \$15,313	0% \$732	\$50,000	\$20,000	\$50,000
Total Medical	\$324,950									
Total	\$493,350									

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5640 Description: Employee Retirement	
Actual Amount As Of: 31-Mar 2008	272,068
PROJECTED ACTIVITY to END of FY:	100,000
Projected YEAR END TOTAL:	372,068
PROPOSED Line Item Amount:	395,280

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	354,874
% Change Actual Year End compared to Proposed Line item amount.	6.2%
% Change to Previous Year Budget	11.4%
Dollar difference between proposed budget & current budget	40,406

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

375

COASTSIDE COUNTY WATER DISTRICT
DRAFT
 Budget Worksheet

Fiscal Year
2008/2009

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5681 Description: Legal	
Actual Amount As Of: 31-Mar 2008	38,393
PROJECTED ACTIVITY to END of FY:	12,000
Projected YEAR END TOTAL:	50,393
PROPOSED Line Item Amount:	57,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	57,000
% Change Actual Year End compared to Proposed Line item amount.	13.1%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

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.

Atchinson, Barisone & Condotti	\$55,000
Sherman/Feller	\$2,000
Total	\$57,000

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5682 Description: Engineering	
Actual Amount As Of: 31-Mar 2008	8,810
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	23,810
PROPOSED Line Item Amount:	25,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	30,000
% Change Actual Year End compared to Proposed Line item amount.	5.0%
% Change to Previous Year Budget	(16.7%)
Dollar difference between proposed budget & current budget	-5,000

NARRATIVE:

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

Note: Engineer will receive 2.8% increase in the hourly rate effective 7/1/08

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5683 Description: Financial Services	
Actual Amount As Of: 31-Mar 2008	14,459
PROJECTED ACTIVITY to END of FY:	10,000
Projected YEAR END TOTAL:	24,459
PROPOSED Line Item Amount:	47,375

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	35,300
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	93.7%
% Change to Previous Year Budget	34.2%
Dollar difference between proposed budget & current budget	12,075

NARRATIVE:

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

	FY 08/09
Audit (Maze & Associates)	\$17,375
Accounting (John Parsons CPA)	\$30,000
Total	<u><u>\$47,375</u></u>
Spread:	

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5684 Description: Payroll Taxes	
Actual Amount As Of: 31-Mar 2008	73,639
PROJECTED ACTIVITY to END of FY:	30,000
Projected YEAR END TOTAL:	103,639
PROPOSED Line Item Amount:	105,541

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	99,586
% Change Actual Year End compared to Proposed Line item amount.	1.8%
% Change to Previous Year Budget	6.0%
Dollar difference between proposed budget & current budget	5,955

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
2008/2009**

Line Item

Amount

Acct. No. **5684**

Description:

Payroll Taxes

CALCULATION FOR PAYROLL TAXES

		SOCIAL SECURITY 6.20%	MEDICARE 1.45%	TOTAL
TOTAL PAYROLL	\$ 1,441,116			
AMOUNT SUBJECT TO SOCIAL SECURITY	\$ 1,365,236	\$ 84,645		\$ 84,645
AMOUNT SUBJECT TO MEDICARE	\$ 1,441,116		\$ 20,896	\$ 20,896
TOTAL				\$ 105,541

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5687 Description: Memberships & Subscriptions	
Actual Amount As Of: 31-Mar 2008	31,306
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	46,306
PROPOSED Line Item Amount:	51,965

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	48,965
% Change Actual Year End compared to Proposed Line item amount.	12.2%
% Change to Previous Year Budget	6.1%
Dollar difference between proposed budget & current budget	3,000

NARRATIVE: See attached worksheet for detail of costs

Spread:

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

Worksheet 5687A			
Budget Detail Worksheet			
<u>Line Item: Memberships & Subscriptions</u>		Description	
Acct. No. 5687	Amount		
ACWA	\$7,800	Membership dues	
AWWA	\$2,000	Membership dues and technical publications	
West Group (Formally Barclays)	\$400	Updates on California Code of Regualtions regarding construction laws	
BAWSCA	\$21,000	Annual assessment & dues	
Chamber of Commerce	\$800	Membership dues & Farm Day Luncheon Tickets	
CSDA	\$3,500	Membership dues	
HMB Review, sub & ads	\$8,000	Legal notices, newspaper ads, election info, etc.	
Wellness Program	\$2,400	Wellness Program group membership in health club	
Water Education Foundation	\$1,000	Membership dues and technical publications	
Springbrook Users Group	\$65	Annual Users Group for Springbrook Software	
Miscellaneous	\$5,000		
TOTAL	\$51,965		

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5688 Description: Election Expense	
Actual Amount As Of: 31-Mar 2008	34,020
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	34,020

PROPOSED Line Item Amount:	0
-----------------------------------	----------

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	15,000
% Change Actual Year End compared to Proposed Line item amount.	(100.0%)
% Change to Previous Year Budget	
Dollar difference between proposed budget & current budget	-15,000

NARRATIVE:

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5689 Description: Labor Relations	
Actual Amount As Of: 31-Mar 2008	0
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	0

PROPOSED Line Item Amount:	15,000
-----------------------------------	---------------

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	15,000
-----------------------	---------------

<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:

New Account - Services contracted with IEDA (Labor Negotiator)

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5700 Description: County Fees	
Actual Amount As Of: 31-Mar 2008	7,269
PROJECTED ACTIVITY to END of FY:	1,500
Projected YEAR END TOTAL:	8,769
PROPOSED Line Item Amount:	9,200

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	9,200
% Change Actual Year End compared to Proposed Line item amount.	4.9%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

1. San Mateo County charges the District for collecting and transmitting property taxes	\$2,000.00
2. The cost of the LAFCo budget, estimated	\$4,000.00
3. Hazardous Material Handling (Nunes & Denniston)	\$2,500.00
4. Property Taxes	<u>\$700.00</u>
	\$9,200.00

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5705 Description: State Fees	
Actual Amount As Of: 31-Mar 2008	7,363
PROJECTED ACTIVITY to END of FY:	20,000
Projected YEAR END TOTAL:	27,363
PROPOSED Line Item Amount:	33,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	37,000
% Change Actual Year End compared to Proposed Line item amount.	20.6%
% Change to Previous Year Budget	(10.8%)
Dollar difference between proposed budget & current budget	-4,000

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 Vincente
- #3 RWQCB NPDES Annual Fee (estimated)
- #4 Bay Area Air Quality Management Dist - Permits to Operate

#1	\$30,000
#2	\$1,000
#3	\$1,000
#4	\$1,000
	<u>\$33,000</u>

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5711 Description: Existing Bonds - 1998A	
Actual Amount As Of: 31-Mar 2008	270,006
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	270,006
PROPOSED Line Item Amount:	266,220

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	271,095
% Change Actual Year End compared to Proposed Line item amount.	(1.4%)
% Change to Previous Year Budget	(1.8%)
Dollar difference between proposed budget & current budget	-4,875

NARRATIVE:

ABAG Pooled Financing Program Series 1998A

September 2008 Payment	\$235,610
March 2009 Payment	<u>\$30,610</u>
Spread:	\$266,220

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5712 Description: Existing Bonds - 2006B	
Actual Amount As Of: 31-Mar 2008	485,418
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	485,418
PROPOSED Line Item Amount:	482,460

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	483,148
% Change Actual Year End compared to Proposed Line item amount.	(0.6%)
% Change to Previous Year Budget	(0.1%)
Dollar difference between proposed budget & current budget	-688

NARRATIVE:

CSCDA Pooled Financing Program Series 2006B

September 2008 Payment	\$325,174
March 2009 Payment	<u>\$157,286</u>
	\$482,460

Spread:

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

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2008/2009**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5713 Description: Cont. to CIP & Reserves	
Actual Amount As Of: 28-Feb 2008	308,797
PROJECTED ACTIVITY to END of FY:	102,930
Projected YEAR END TOTAL:	411,727
PROPOSED Line Item Amount:	434,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	411,729
% Change Actual Year End compared to Proposed Line item amount.	5.4%
% Change to Previous Year Budget	5.4%
Dollar difference between proposed budget & current budget	22,271

NARRATIVE:

Contribution to CIP & Reserves	<u>\$ 434,000</u>
	<u>\$ 434,000</u>

Spread:

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

**NOTICE OF PUBLIC HEARING
PROPOSED RATE INCREASE**

Dear CCWD Customer:

NOTICE IS HEREBY GIVEN that the Coastside County Water District (CCWD) Board of Directors will hold a public hearing to consider a proposed increase in the District’s water rates. The amount of the rate increase attributable to your property/account is set forth in the table below. This new proposed rate schedule represents an increase over the current charges for water service of up to ____%. Based on a number of factors beyond the District’s control including, most notably, anticipated increases in the wholesale cost of water purchased from the San Francisco Public Utilities Commission, the Board previously predicted that it would be necessary to impose annual rate increases of at least 7% per year for the next several years.

The public hearing will be held on July 8, 2008. Members of the public will have an opportunity to address oral and written communications to the Board at this hearing, which will be held at the District office, located at 766 Main Street, Half Moon Bay, California and will begin at 7:00 p.m.

The proposed rate increase is necessitated by a number of factors: 1) Bond costs for Capital Improvement Program over next several years; 2) an increase in wholesale water rates from the San Francisco Public Utilities Commission; 3) increased costs of compliance with the changing regulatory requirements; and 4) an infrastructure upgrade program for our two water treatment plants and distribution system required to satisfy new water quality standards imposed upon all water districts in California. The CCWD 2008-2009 fiscal year budget describes the anticipated revenues and expenses in further detail. Copies are available at the District office or online at www.coastsidewater.org.

PROPOSED WATER RATES:

Section 1.A, Base Charge, of the Rate and Fee Schedule is hereby amended to read as follows:

“A. BASE CHARGE” The following base charge is the minimum charge to be paid by all customers on a bi-monthly basis:

<u>Size of Meter</u>	<u>Existing Base Charge</u>	<u>Proposed Base Charge</u>
5/8 inch	19.70	
3/4 inch	29.62	
1.0 inch	49.37	
1.5 inch	95.34	
2.0 inch	158.02	
3.0 inch	345.68	
4.0 inch	1185.32	

Section 1.B, Quantity Charge, of the Rate and Fee Schedule is hereby amended to read as follows:

“B. QUANTITY CHARGE”

In addition to the bi-monthly base charge set forth in Section 1.A, the following quantity charges shall be paid per one hundred cubic (hcf) of water delivered:

1. Residential Customers

<u>Quantity Delivered (During Bi-Monthly Billing Period)</u>	<u>Existing Charge per hcf</u>	<u>Proposed Charge per hcf</u>
1 – 8 Units	3.22	
9 – 25 Units	3.55	
26 – 40 Units	4.61	
41 or more Units	5.70	

2. All Other Customers Existing Rate: \$ 4.38 Proposed Rate: \$ _____ per hcf

IMPORTANT INFORMATION



PLEASE READ

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

www.coastsidewater.org
(650) 726-4405

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To:

STAFF REPORT

To: David Dickson, General Manager
From: Joe Guistino, Superintendent of Operations
Agenda: May 13, 2008

Report
Date: May 7, 2008

Subject: AMR Pilot Program Results

Recommendation:
Information only.

Background:

In July 2007, The Board directed staff to proceed with procurement of the Orion Automatic Meter Reading (AMR) System for the meters along highway 92. This was to be a pilot program to determine the benefits of going to a system-wide AMR system. In January 2008, National Meter and Automation Inc. contracted IWP Repair Service Company to install 72 AMR devices on meters of various sizes on all of our customers along highway 92. Installation took 4 days upon which 52 old meters were replaced with new ones.

Results:

The actual meter reading consists of loading the proper route into the toughbook laptop, installing it on the front seat of the truck, connecting the antenna and driving the route at the normal speed limit. The AMR devices on the meters are polled and the data sent to the laptop as indicated by a short audio signal and change in annotation of the meters symbols on the screen.

District Staff have 3 months experience reading these meters along highway 92 and can report the following:

- The time for reading this route has been reduced from 2 person-hours to 0.25 person hours, a reduction of 88%.
- The meter system software generates exception and unread meter reports which indicate suspected tampering, underreads, reverse flows, possible leaks and faulty reads.

- Of the 98 meters read in the last quarter, staff made 19 responses as follows:
 - 6 for suspected leaks (these were nurseries that run water at many hours during the night and morning hours)
 - 4 for suspected tampering (nothing unusual found. Inquiries with other Districts with the same system found that this is common when the system is new).
 - 8 under reads (fire meters)
 - 1 reverse flow (operator error when installing initial meter read)
- Staff is no longer required to re-read meters with high usage. This is an additional time saving of 30 minutes/month.
- Staff is no longer at risk of a vehicular confrontation when standing along the edge of the road.

Discussion:

Installation

The installation contractor is able to install the AMR device on an existing meter in 10 – 20 minutes, depending on whether or not the meter is replaced.

Field Time Savings

It presently takes 5 – 6 people 5 days to conduct the monthly meter reads. It takes 1 person an extra 8 hours to conduct all of the re-reads. With AMR, it would take 1 person 4 hours to read our entire system with a reduced number of return trips. This represents a savings of 196 – 240 person-hours per month. One field staff works 173 person hours per month. This is a time savings of 1.1 – 1.4 people per month which can then be reallocated to other important District functions.

Administrative Impacts

The AMR has shown to dovetail smoothly with the Springbrook billing software. Staff has not had any issues with data transfer or billing. The AMR software provides a robust report generating capability for ease of management analysis.

Santa Cruz reported a reduction in insurance rates “by providing increasing safety for readers who once faced protective dogs or unsuspecting customers to access meters tucked deep behind property lines.”

Revenues

Other systems have reported an increase in revenues based on the accelerated replacement of old meters as part of the AMR installation program. We have not accumulated enough data at this time to make this assessment.

Implementation of AMR would also allow us to read meters and bill all accounts on a monthly basis, improving cash flow.

Next Steps:

At a future meeting, staff will present a more detailed cost-benefit analysis, along with a recommended approach for implementing AMR.

STAFF REPORT

To: David R. Dickson, General Manager
From: Joe Guistino, Superintendent of Operations
Agenda: May 13, 2008

Report

Date: May 7, 2008

Subject: Denniston CT/System Chlorination Violation

Recommendation:

Information only.

Discussion:

This report details a chlorine contact time violation which occurred at Denniston Treatment Plant on April 28, 2008.

In the early morning of 28 April, the ton container feeding the disinfection process at Denniston WTP stopped delivering chlorine. The filtered water chlorine analyzer alarmed at 02:15 when the finished water dropped to 1.0 mg/l but failed to call out the on-call operator. The chlorine residual in the finished water dropped below 0.75 mg/l at 03:15, at which point the plant was not producing water that met the CT requirements of the Enhanced Surface Water Treatment Rule. The plant continued to produce water, which, because of low system demand, was directed into the Denniston Storage Tank. At 05:45 the system demand increased, causing water to be drawn out of the Denniston Tank.

At 06:15, the Denniston distribution chlorine analyzer went into low residual alarm. The On Call Operator Steve Twitchell was notified at 06:25 and arrived at District Office at 06:45 where he discovered that the alarm was for Denniston High/Low Residual. He dispatched a Treatment/Distribution Operator to Denniston who promptly opened the Filter-To-Waste Valve, preventing further non-chlorinated water from entering the system. The Treatment Operator arrived shortly thereafter and together they switched chlorine cylinders to bring the plant back on-line with 1.8 mg/l chlorine residual at 07:35.

It is estimated that 31,500 gallons of treated but unchlorinated water was delivered to the distribution system between 06:15 and 07:40, a period of 85 minutes.

That morning, staff surveyed the chlorine residuals at various locations in El Granada, Clipper Ridge and Princeton Harbor and found all residuals to be within normal parameters. Since most of the water had been sent to Denniston Tank, staff conducted depth profiling and found the chlorine residual to be 0.5 – 0.68 mg/l. The tank normally carries a residual of over 1 mg/l, so these results are consistent with mixing with unchlorinated water. Subsequent bacteriological testing of the tank and distribution system did not show any evidence of bacteriological activity.

Preventing Future Violations:

An investigation into this event revealed that the chlorine analyzer failed to send out a signal to the auto-dialer due to a wire that had come loose from its terminal. We had our instrumentation contractor out that same day to investigate, inspect and repair this fault.

According to the scale and staff records of usage, the ton container feeding chlorine should have contained 250 pounds of chlorine. This scale's accuracy is questionable and we have relied on accurate cylinder tare weight and careful documentation of daily usage to determine when to switch tanks. We will be switching to a temporary sodium hypochlorite system by 1 July, so purchase of a new scale is not prudent at this time.

Since the incident, we have had our instrumentation contractor install automated controls which shut off the Denniston high lift pumps in the event of high turbidity or low chlorine residual. This automated shutdown capability was included as an element of the short-term improvements for Denniston, which are still under design.

In addition to the temporary hypochlorite system and the automated plant shutdown, staff will be taking the following measures to prevent similar problems in the future:

- Preparation of written Standard Operating Procedures (SOP's) for testing and documenting the proper functioning of critical alarms.
- Implementation of an alarm testing schedule
- Review of emergency response procedures to be used in the event of contaminated or non-compliant water being released into the system.
- Training and practicing on system emergency response procedures.

Public Notification Requirements

We notified the Department of Public Health of the violation at 14:30 on April 28. We are required by law to notify the public through a mailing to all District customers as well as through a notice in the local newspaper. We have worked with the Department of Public Health to craft the attached notice.

IMPORTANT INFORMATION ABOUT YOUR DRINKING WATER

Este informado continece información muy importante sobre su agua potable. Tradúzcalo o hable con alguien que lo entienda bien.



**Coastside County Water District did not meet a treatment requirement.
Disinfection: contact time.**

The District recently violated a drinking water standard and as required by law, we are providing this notification to all District customers. **This is not an emergency and you do NOT need to boil your water or take other actions.** This notice will provide you with information about the violation and what we are doing to correct the situation.

As a result of equipment failure at the Denniston Water Treatment Plant on the morning of April 28, 2008, the District failed to meet the chlorine contact time requirement for treated water. In order to ensure proper disinfection, water in the treatment plant must be in contact with chlorine or a similar disinfectant for a minimum amount of time. Although chlorine quickly kills most bacteria, it is less effective against organisms such as viruses and parasites. For this reason, water needs to mix with chlorine for a longer time period to kill such organisms. The amount of time necessary, or the "contact time", depends on the amount of disinfectant in the water and the temperature of the water.

The Denniston Water Treatment Plant serves El Granada and Princeton in the north section of our service area. Based on the times and the volumes involved, the District believes that only a limited area of our distribution system near the Denniston plant may have been affected by the low-chlorine water. Samples taken subsequent to the incident throughout the system showed normal chlorine residuals and no bacterial contamination.

District personnel have identified and corrected the cause of the equipment failure at the Denniston Water Treatment Plant. In addition, we are implementing a number of equipment modifications, alarms, automated shutdown systems, and operational procedures to make the operation more fail-safe and to ensure against similar problems in the future.

Please note the following:

- **This is not an emergency.** If it had been, you would have been notified immediately.
- Inadequately disinfected water may contain disease-causing organisms. These organisms include bacteria, viruses, and parasites that can cause symptoms such as nausea, cramps, diarrhea, and associated headaches. People with severely compromised immune systems, infants, and some elderly may be at increased risk. These symptoms, however, are not caused only by organisms in drinking water, but also by other factors. If you experience any of these symptoms and they persist, you may want to seek medical advice.

Secondary Notification Requirements: Please share this information with all the other people who drink this water, especially those who may not have received this notice directly. You can do this by posting this public notice in a public place or distributing copies by hand or mail. Upon receipt of this notification from Coastside County Water District, notification must be given or forwarded within 10 days [Health and Safety Code Section 116450(g)] to the following:

- **Schools:** Schools must notify school employees, students, and parents (if the students are minors).
- **Residential rental property owners/managers** (including nursing homes and care facilities): Property owners and managers must notify tenants.
- **Business property owners, managers, or operators:** Business property owners, managers and operators must notify employees of businesses located on the property.

This notice is being sent to you by Coastside County Water District. For more information, please contact Joe Guistino at 650-726-4405. This notice has been translated into Spanish and copies are available at the District's Offices at 766 Main Street, Half Moon Bay, CA 94019.

State Water System ID#: 4110011

Date distributed: May 21, 2008.



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

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STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: May 13, 2008

Report

Date: May 8, 2008

Subject: General Manager's Report

Recommendation:

Information only.

Background:

I would like to highlight the following:

1. Possible SFPUC water cutbacks: The water supply optimism we felt in early March has turned to uncertainty after one of the driest March-April periods on record. SFPUC has neither announced reduced water allocations nor given us assurances that they do not plan to do so. Cathleen Brennan will provide the Board with an update on drought planning.
2. Water supply strategic planning workshop: We plan to schedule the water supply strategic workshop during the month of June.

Monthly Report

To: David Dickson, General Manager
From: Cathleen Brennan, Water Resources Analyst
Agenda: May 13, 2008
Subject: Water Resources Report

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

□ **Basic Irrigation for Homeowners Class – May 3, 2008**

The Bay Area Water Conservation Agency (BAWSCA) and Coastside County Water District sponsored an irrigation class at District offices on Saturday, May 3rd. This class was part of a series of classes offered by the wholesale customers of the San Francisco Public Utilities Commission (SFPUC). The



class and materials were developed by Water Wise Consulting, Inc. and the instructor was Chris Donton. An advertisement was placed in the March and April billing statements and it was advertised in the March edition of the Half Moon Bay Review Magazine.

□ **San Mateo County Green Business Program**



The Half Moon Bay Brewing Company has been recognized by the San Mateo County Green Business Program as a “Green Business”. One of the requirements was an inspection by the Coastside County Water District to verify that the business is implementing water conservation practices.



□ **Pilarcitos Integrated Watershed Management Plan (IWMP)**

- The workgroup tentatively set the next public workshop to be on either Saturday, August 9th or Sunday, August 10th.
- A tour of Pilarcitos Creek and Arroyo Leon is scheduled for May 20th.
- A sub-committee met to develop a description for the Lagoon Restoration and Feasibility Study.
- The workgroup became aware recently of a possible funding source. This funding might become available as part of the settlement between the Quarry and the Regional Water Quality Control Board (RWQCB) for a violation. The workgroup is looking at the possibility of using that funding to pay for the Lagoon Restoration and Feasibility Study.

- **Bay Area Water Supply and Conservation Agency (BAWSCA)**
BAWSCA is proposing to fund a Conservation Study (\$120,000) to investigate how to achieve an additional 10 million gallons per day (MGD) water savings among the wholesale customers in the next 10 years. This 10 MGD day water savings is in addition to an estimated 25 MGD savings from Uniform Plumbing Code implementation and 23 MGD that suburban wholesale customers have collectively agreed to achieve through the implementation of identified water conservation measures.

- **Summary of Meetings**
 - Safety - First Aid and CPR Certification 4/9/2008
 - BAWSCA Water Conservation Committee 4/10/2008
 - Employee Meeting 4/15/2008
 - Basic Irrigation for Homeowners 5/3/2008
 - Pilarcitos IWMP Workgroup Meeting 5/5/2008
 - BAWSCA Technical Advisory Committee Meeting 5/1/2008

Monthly Report

To: David Dickson, General Manager
From: Cathleen Brennan, Water Resources Analyst
Agenda: May 13, 2008
Subject: Water Shortage and Drought Contingency Plan

This report is provided as an update on the implementation of the Water Shortage and Drought Contingency Plan – Stage 1 (Advisory Stage). The Advisory Stage was implemented in June of 2007.

Coastside County Water District is not requiring mandatory water rationing this summer, but staff recommends continuing with Stage I – Advisory Stage of the Water Shortage and Drought Contingency Plan. Water supply conditions are similar to last year when the Water Shortage and Drought Contingency Plan was implemented.

- √ The San Francisco Public Utilities Commission (SFPUC) has determined that there is sufficient precipitation in the form of snow, so mandatory rationing is not required this year. The SFPUC is confident that their reservoirs will fill from the snow melt runoff.

The SFPUC is urging its wholesale customers to continue conservation efforts regionally, since the San Francisco Bay Area experienced less than average precipitation for a second consecutive year. The District will continue to cooperate in regional and state-wide water conservation efforts.

The Water Saving Hero Water Conservation Campaign will be extended through this year. The participating agencies have committed to spend one million dollars of their own money and will receive matching funds through a grant from the State. The campaign will have a slightly modified message and will concentrate outreach efforts with banners, posters, billboards, internet, and radio. The participating agencies are; Santa Clara Valley Water District, East Bay Municipal Utility District, San Francisco Public Utilities Commission, Zone 7, Solano County Water District, Contra Costa County Water District, and Bay Area Water Supply and Conservation Agency.

- √ Local precipitation is less than normal. If we look at the water year (October to September) we are at about 74% of normal to date and about 70% of normal for the water year. Although precipitation amounts locally were better than last year, current totals are less than average for the year with little expectation of significant precipitation forecast for the rest of the year. The lack of local precipitation will

impact our local surface and groundwater resources. The most impacted source will be the Denniston Project for both groundwater and surface water.

Precipitation for Half Moon Bay													
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Totals
Historic Average	1.3	3.4	3.7	5.5	4.8	3.9	1.6	0.6	0.2	0.0	0.1	0.3	25.4
	2007			2008									
Water Year 2008	1.83	0.93	3.16	8.75	2.73	.31	.16						17.87

√ DWR RELEASES 2008 URBAN DROUGHT GUIDEBOOK
 To help local water agencies and communities prepare for the possibility of another dry year or water supply interruptions, the Department of Water Resources (DWR) has published an updated version of its Urban Drought Guidebook. Over several months last year DWR staff, in cooperation with the California Urban Water Conservation Council (CUWCC) and the US Bureau of Reclamation (Reclamation), held drought workshops throughout the State for water suppliers and solicited input on the updated guidebook. The final version of this updated guidebook, now available at the website below, provides a step-by-step approach for preparing Water Shortage Contingency Plans. A copy of the Guidebook has been posted on the DWR website at www.owue.water.ca.gov/docs/UrbanDroughtGuide.pdf and will soon be posted to CUWCC's website at www.cuwcc.org.



√ The Governor's recently announced target of a 20 percent reduction in per-capita water use statewide by 2020, presents a challenge for water suppliers and California residents.

Attached to this report are two items from the California Department of Water Resources. One is the latest snow survey results and the second is the updated drought preparedness statement.

√ California Water Awareness Campaign



The California Water Awareness Campaign has launched a new theme with the slogan "Nice Save!" More information is on the campaign's website at www.wateraware.org.





News for Immediate Release

May 1, 2008

Contacts:

Elissa Lynn, Senior Meteorologist	(916) 574-2221
Don Strickland, Information Officer	(916) 653-9515
Ted Thomas, Information Officer	(916) 653-9712

DWR May Snow Survey Shows Low Water Content

SACRAMENTO – The Department of Water Resources (DWR) final snow survey of 2008 indicates snow water content is just 67 percent of normal for the date, statewide. Snow depth and water content have declined since April, when statewide snowpack water content figures were just under 100 percent of normal, despite a dry March.

“Today’s conditions further underscore the need for immediate action to solve California’s water supply and delivery problems,” said DWR Director Lester Snow. “We must take immediate steps to protect the Delta ecosystem, conserve more water and develop additional groundwater and surface storage facilities to meet our future needs.”

Governor Schwarzenegger has outlined those steps through a comprehensive plan that includes water conservation, more surface and groundwater storage, new investments in the state’s aging water infrastructure, and improved water conveyance through or around the Delta to protect the environment and provide a reliable water supply.

Much of the water content is being absorbed by parched soil as a result of last year’s extremely dry weather. March and April 2008 combined are the driest in the northern Sierra since 1921, the first year that records were kept. Water runoff into streams and reservoirs is only 55 to 65 percent of normal.

Electronic sensor readings show northern Sierra snow water equivalents at 88 percent of normal for this date, central Sierra at 61 percent, and southern Sierra at 60 percent. The sensor readings are posted at <http://cdec.water.ca.gov/cgi-progs/snow/DLYSWEQ>.

Storage in California’s major reservoirs is also low because of last year’s dry conditions. Lake Oroville, the principal storage reservoir for the State Water Project (SWP), is at 48 percent of capacity, and 58 percent of average storage for this time of year.

Continuing dry conditions and court-ordered restrictions on Delta water exports are limiting water deliveries to farms and urban areas. DWR estimates that it will only be able to deliver 35 percent of requested SWP water this year to the Bay Area, San Joaquin Valley, Central Coast and Southern California.

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In December 2007, U.S. District Court Judge Oliver Wanger imposed restrictions on water deliveries from the Delta to protect the threatened Delta smelt. This has significantly decreased deliveries to homes, farms, cities and industry by both the State Water Project and the federal Central Valley Project. In June 2008, Judge Wanger will begin hearings to discuss the possibility of further reducing pumping from the Delta – the hub of California’s water system – to help protect Chinook salmon and Central Valley steelhead

May 1, 2008 DWR manual survey results

Location	Elevation	Snow Depth	Water Content	% of Long Term Average
Alpha	7,600 feet	31 inches	16.5 inches	63
Phillips Station	6,800 feet	3.29 inches	1.7 inches	11
Lyons Creek	6,700 feet	28.9 inches	14.3 inches	63
Tamarack Flat	6,500 feet	26.3 inches	13.8 inches	75

Importance of Snow Surveying

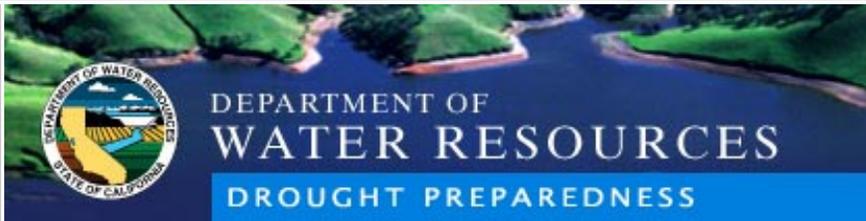
Snow water content is important in determining the coming year's water supply. The measurements help hydrologists prepare water supply forecasts as well as provide others, such as hydroelectric power companies and the recreation industry, with much needed data.

Monitoring is coordinated by the Department of Water Resources as part of the multi-agency California Cooperative Snow Surveys Program. Surveyors from more than 50 agencies and utilities visit hundreds of snow measurement courses in California’s mountains each month to gauge the amount of water in the snowpack.

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The Department of Water Resources operates and maintains the State Water Project, provides dam safety and flood control and inspection services, assists local water districts in water management and water conservation planning, and plans for future statewide water needs.

Contact the [DWR Public Affairs Office](#) for more information about DWR's water activities.

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95814Mailing Address:
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94236-0001**Drought Preparedness**

Water year 2007 was a dry year statewide, and especially in Central and Southern California. Much of Southern California had one of the driest precipitation years of record, surpassing the prior records set in 2001-02. In Northern and Central California, unimpaired runoff from Sierra Nevada watersheds was below average. The Colorado River Basin, an important source of water supply for Southern California, continued in drought conditions, having experienced below average runoff in seven of the last eight years.

With the spring rainfall season now essentially wrapping up, water year 2008 in California is also turning out to be dry, but not as dry as 2007. Although statewide precipitation for the water year to date is only about 10 percent below average, the depletion in soil moisture from a dry 2007 will result in reduced runoff. Runoff indices for the Sacramento and San Joaquin River systems -- the source of much of California's developed water supply -- are forecasted to be classified as "dry" at the 50 percent exceedance level. The combined impact of a dry 2007 and dry 2008 is also seen in reduced storage in the state's major reservoirs. See the link at left for a map with current reservoir storage conditions. Water supplies for customers of the State Water Project and federal Central Valley Project will be affected by court-imposed restrictions on diversions from the Sacramento-San Joaquin River Delta to protect the Delta smelt, as described [here](#). The Department currently expects that 2008 State Water Project deliveries will be 35 percent of the amounts requested by Project contractors. Water year runoff in the Colorado River Basin is forecasted to be slightly above average, with contractors for Colorado River water expected to receive their normal deliveries. Total reservoir storage in the Colorado River system remains at roughly half of capacity, reflecting the preceding eight-year drought period.

Defining when a drought begins is a function of the impacts of dry conditions on water users. California's extensive system of water supply infrastructure -- its reservoirs, managed groundwater basins, and inter-regional conveyance facilities -- mitigates the effect of short-term dry periods. Hydrologic conditions constituting a drought for water users in one location may not constitute a drought for water users for water users in a different part of the state or with a different water supply. Individual water suppliers may use criteria such as rainfall/runoff, amount of water in storage, decline in groundwater levels, or expected supply from a water wholesaler to define their water supply conditions.

California's last major statewide drought was 1987-92. At a regional level, parts of Southern California experienced a series of consecutive dry years in the late 1990s/early 2000s. Other significant droughts occurred during 1928-34 and 1976-77. 1977 has the distinction of being the single driest year of California's measured hydrologic record.

[DWR](#)[My CA](#)**Related Links**

- [Current Reservoir Conditions](#)
- [Preparing for California's Next Drought](#)
- [Critical Water Shortage Contingency Plan](#)
- [Drought Preparedness Plan](#)
- [National Drought Mitigation Center](#)
- [Colorado River Basin Climate Report](#)
- [California Hydroclimatic Reconstructions](#)
- [National Research Council report -- Colorado River Basin Water Management & Hydroclimatic Variability](#)

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