

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MEETING OF THE BOARD OF DIRECTORS

Tuesday, September 10, 2013 - 7:00 p.m.

AGENDA

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

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

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

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

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

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

4) CONTINUATION OF PUBLIC HEARING ([attachment](#))

Coastside County Water District Proposed Ordinance 2013-01 – Modifying Section W of the District’s General Regulations Regarding Water Service Pertaining to the Control of Backflow and Cross-Connections

The Board of Directors has continued the public hearing that was opened at the August 13, 2013 Board of Directors meeting and the Board will continue the public hearing at this September 10, 2013 Board meeting in order to receive additional public comments and consider adoption of proposed Ordinance 2013-01 Modifying Section W of the District’s General Regulations Regarding Water Service Pertaining to the Control of Backflow and Cross-Connections

5) CONSENT CALENDAR

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

- A. Approval of disbursements for the month ending August 31, 2013:
Claims: \$686,787.33; Payroll: \$105,957.76; for a total of \$792,745.09 ([attachment](#))
➤ *August 2013 Monthly Financial Claims reviewed by President Coverdell*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of August 13, 2013 Regular Board of Directors Meeting ([attachment](#))
- D. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- E. Total CCWD Production Report ([attachment](#))
- F. CCWD Monthly Sales by Category Report - August, 2013 ([attachment](#))
- G. August 2013 Leak Report ([attachment](#))
- H. Rainfall Reports ([attachment](#))
- I. Notice of Completion - Avenue Portola Pipeline Replacement Project ([attachment](#))
- J. Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year 2012-2013 ([attachment](#))

6) MEETINGS ATTENDED / DIRECTOR COMMENTS

7) GENERAL BUSINESS

- A. Award of Contract - Phase 2 Avenue Cabrillo Pipeline Replacement Project ([attachment](#))

- 8) **GENERAL MANAGER'S REPORT - INCLUDING MONTHLY INFORMATIONAL REPORTS** ([attachment](#))
 - A. Operations Report ([attachment](#))
 - B. Water Resources Report ([attachment](#))

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

- 10) **ADJOURNMENT**

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Dave Dickson, General Manager

Agenda: September 10, 2013

Date: September 5, 2013

Subject: Proposed Ordinance Modifying Section W of the District's General Regulations Regarding Water Service Pertaining to the Control of Backflow and Cross-Connections

Recommendation:

1. Continue the public hearing to receive comments on the proposed Ordinance Modifying Section W of the District's General Regulations Regarding Water Service Pertaining to the Control of Backflow and Cross-Connections.
2. Approve the proposed Ordinance Modifying Section W of the District's General Regulations Regarding Water Service Pertaining to the Control of Backflow and Cross-Connections.

Background:

On August 13, 2013, the Board of Directors conducted a public hearing on a proposed ordinance modifying Section W of the District's General Regulations Regarding Water Service Pertaining to the Control of Backflow and Cross Connections. Directors and members of the public expressed concerns with certain aspects of the proposed ordinance, and the Board continued the public hearing in order to allow for additional comments and questions. In response to issues raised on August 13, staff proposes revisions to the proposed ordinance as shown in Attachment A and provides the following answers to questions raised during the hearing:

1. *Are there enough local certified backflow device testers available to serve the needs of District customers?*
The present list of available and District-approved backflow testers (Attachment B) is more than adequate to cover all of the backflow testing needs of the District's service area. We have never had a complaint of testers not being available.
2. *How does the District provide for a reasonable period of time for current customers to become compliant with the updated program?*
Staff proposes revising the ordinance to specify that all affected customers must come into compliance by March 31, 2014. This deadline allows a reasonable period of time for installation of the required backflow devices.
3. *Should the District offer backflow device testing and installation services using District staff?*
Staffing a backflow tester for the entire service area would require a permanent person to work half time at an actual cost of about \$60,000 annually. At 600 devices that would be \$100 per device. District Staff feels

that we would be taking business away from the local testers that presently provide this service at a lower cost.

4. *Will backflow assembly devices be required on residential fire services and commercial fire services? Will they be also required to be tested annually?*
All new fire services will be required to have backflow protection. Nearly all existing residential and commercial fire services are already protected by a backflow device. No retrofit of existing fire services will be required except for commercial systems with additives, pumps, or other risk factors as defined in Section 3.d.ii of the ordinance. Staff has revised the language of Section 3 to clarify retrofit requirements. Testing of fire service backflow devices will be required only for RP devices.

5. *Is it possible to have a backflow prevention device built directly into the water meter?*
We are not aware of any such devices at this time.

6. *How will the District address the risk of backflow from single-family residential connections?*
Services for residences with wells are required to have backflow protection. The District installs a check valve at the meter on all new residential connections, and existing residential connections are retrofitted with a check valve when the meter is replaced. All residences will therefore be protected upon the completion of the District's current meter replacement cycle (approximately 15 years). Residential service check valves are the responsibility of the District and do not require annual certification testing.

7. *Should the District explore possible funding, rebate, and/or payment programs that may be offered to customers?*
The cost of setting up and administering such a program would be substantial and would raise overall costs for customers subject to the backflow program requirements.

8. *Does the District intend to seek criminal penalties as specified in Section 6.b of the proposed ordinance against customers who do not comply with backflow requirements?*
No. This language has been removed from the proposed ordinance.

Fiscal Impact:

None.

ORDINANCE NO. 2013-01**AN ORDINANCE OF THE COASTSIDE COUNTY WATER DISTRICT****MODIFYING SECTION W OF THE DISTRICT'S GENERAL REGULATIONS REGARDING WATER SERVICE PERTAINING TO THE CONTROL OF BACKFLOW AND CROSS-CONNECTIONS****RECITALS**

WHEREAS, on August 10, 2004, the District adopted Resolution No. 2004-15 adding Section W to the District's General Regulations Regarding Water Service Pertaining to the Control of Backflow and Cross-Connections;

WHEREAS, the District adopted this Resolution pursuant to Title 17, Chapter V, Sections 7583-7605 of the California Code of Regulations, which requires that water suppliers protect the public water supply from contamination by implementation of a cross-connection control program;

WHEREAS, the District assumed the administration of the backflow and cross-connection control program from the County of San Mateo as suggested by the California Department of Health Services (now the Department of Public Health) due to backflow or cross-connection incidents in the early 2000s;

WHEREAS, since the District has implemented its backflow and cross-connection control program, staff has determined that its regulations pertaining to the control of backflow and cross-connections should be amended; and

WHEREAS, in establishing its procedures, the Board of Directors has given notice of the public hearing to be held in connection with this Ordinance, and the District has complied with all notice and public hearing requirements of the law; and has received, reviewed and given due consideration to the evidence presented in connection with the procedures established by this Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the Coastside County Water District that Section W "BACKFLOW AND CROSS-CONNECTION CONTROL" is hereby modified in the General Regulations of the Coastside County Water District to delete the entire Section W and replace it with the following:

W. Backflow And Cross-Connection Control

1. ***Cross-Connection Control – General Policy***

a. Purpose. The purpose of this regulation is:

- i. To protect the public potable water supply of the Coastside County Water District (District) from the possibility of contamination or pollution from backflow; and,
- ii. To promote the elimination or control of existing cross connections, actual or potential, between the customer's potable water system(s) and nonpotable water systems, plumbing fixtures, appliances, and industrial piping systems

b. Authority. These regulations are adopted pursuant to the State of California Code of Regulations, Title 17 Sections 7583 – 7605, inclusive (State Regulations). The State Regulations, as they may be amended or revised, are incorporated into these regulations by this reference, except to the extent the State Regulations conflict with these regulations, in which case these regulations will govern.

c. Policy: No Non Residential Single Family water service connection or Single Family Residential service connection that have an auxiliary water supply, cross connection, or a risk of backflow or contamination to any premises shall be installed or maintained by the District unless the water supply is protected as required by State Regulations and this regulation. Service of water to any premises shall be discontinued by the District under the following circumstances: (1) if a backflow prevention assembly required by this regulation is not installed, tested, and maintained; (2) if it is found that a backflow prevention assembly has been removed or bypassed, or (3) if an unprotected cross connection exists on the premises. Service will not be restored until such conditions or defects are corrected.

2. ***Definitions***

Words used in this regulation, unless the context requires otherwise, shall be as defined below.

- a. **Approved Tester** means a person who holds a current and valid AWWA (American Water Works Association) Backflow Prevention Assembly Testers Certification and is in good standing with the District to perform backflow prevention device testing within the District's distribution system in accordance with established procedures as found in the latest edition of the Manual of Cross-Connection Control published by the Foundation for Cross-Connection Control and Hydraulic Research, University of Southern California.
- b. **Auxiliary Water Supply** Any water supply on or available to the premises other than the approved water supply as delivered by the District to the service connection. This

- includes storage tanks where water quality may degrade, private wells, natural or ornamental ponds, streams, storm water, rain barrels, gray water, and the ocean.
- c. **Backflow** means the reverse flow of water or any other fluid or substance or any combination or any mixture thereof from the customer's system into District's water distribution system.
 - d. **Backflow Prevention Assembly** means an assembly of a type and manufacture approved by the District which will prevent backflow into District's distribution system. The District will approve all backflow prevention assemblies that meet the American Water Works Association standards at the time the backflow prevention assembly is installed.
 - i. Air Gap Separation. The term "air gap separation" means a physical break between a supply pipe and a receiving vessel. The air gap shall be at least double the diameter of the supply pipe measured vertically above the top rim of the vessel, in no case less than 1 inch.
 - ii. Double Check Valve Assembly. The term "double check valve assembly" means an assembly of at least two independently acting check valves including tightly closing shut-off valves on each side of the check valve assembly and test cocks available for testing the water tightness of each check valve.
 - iii. Reduced Pressure Principle Backflow Prevention Device (RP). The term "reduced pressure principle backflow prevention device" or "RP device", means a device incorporating two or more check valves and an automatically operating differential relief valve located between the two checks, a tightly closing shut-off valve on each side of the check valve assembly, and equipped with necessary test cocks for testing.
 - e. **Contamination** means a degradation of the quality of the potable water by any foreign substance which creates a hazard to the public health, or which may impair the usefulness or quality of the water.
 - f. **Cross-Connection** means any connection, link or channel between District's water distribution system and an auxiliary water supply, a pipe or piping system, plumbing fixtures, appliance, container, receptacle, vessel or other devices that may allow for contaminated or used water or fluid, or any other substance of whatsoever nature other than the water supplied by District, to enter any part of District's water distribution system.
 - g. **Customer** means any person or organization who receives water from the Coastside County Water District.
 - h. **Customer's System** means the water piping system located immediately downstream from a meter or service connection.

- i. **Detector Check** means a by-pass metering device that detects any leakage or unauthorized use of water from fire or automatic sprinkler systems.
 - j. **District** means Coastside County Water District.
 - k. **District's Water Distribution System** means the water distribution system owned and operated by the District including the service connections to water mains, up to and including the water meter.
 - l. **General Manager** means the General Manager of the District or his authorized representative is invested with the authority and responsibility for the implementation of an effective cross-connection control program and for the enforcement of the provisions of this regulation.
 - m. **Master Meter** means a metered service connection that services more than one residential, commercial, industrial, institutional, agricultural, or governmental unit.
 - n. **Multifamily Residential Service** means a service that supplies water through a master meter to a residential premises, 4-plex, apartment complex or trailer village.
 - o. **Non Single Family Residential Service** means all services that are not a Single Family Residential Service. This includes all mixed use, fire, commercial, agricultural, institutional, governmental, multifamily or industrial water services.
 - p. **Premises** means a parcel of land including all buildings and appurtenances located thereon.
 - q. **Service Connection** means the meter and water piping system connecting the customer's system with the District's water distribution system.
 - r. **Single Family Residential Service** means a service connection to a single family home or premises.
 - s. **Temporary Water Use** means water used from a fire hydrant or other source on a temporary basis and metered through a portable water meter.
3. **Requirements for Backflow Prevention Assemblies**
- a. **Existing Service Connections.** Unless otherwise specified by the District, a backflow prevention assembly must be installed on all existing Non Single Family Residence service connections and on Single Family Residential service connections that have an auxiliary water supply, a cross connection, a storage tank or other risk of backflow or contamination by March 31, 2014. Single family residential service fewer than three stories tall with no health threats, auxiliary water supply, or a second District water service and are not under a master meter typically are exempt or qualify for a

single check, non testable device to be installed as part of the meter change out program.

- b. New Service Connections:** A backflow prevention assembly must be installed on all new Non Single Family Residential Services and all new Single Family Residential water service connections that have an auxiliary water supply, a cross connection, or a risk of backflow or contamination. At the time an application for a new water service is made by a potential customer in accordance with procedures established by the District, the General Manager will review the application to determine the need for an approved, backflow prevention assembly on the customer's service. If a backflow prevention assembly is not required, a single check must be installed on the downstream end of the water meter.
- c. Upgrading of Existing Backflow Prevention Assemblies:** An existing backflow prevention assembly that does not provide adequate protection for the degree of potential hazard from backflow or contamination shall be upgraded at customer's expense.
- d. Commercial Fire Sprinkler Systems.** All services to commercial fire sprinkler systems require backflow protection at the point of connection to the District's supply. The type of backflow protection required is based on the sprinkler system construction. For the purposes of this determination:
- i. Systems utilizing only the District's water supply will require at least a double check valve assembly.
 - ii. Systems utilizing the District's water supply and that also contain chemical additives, on site water storage, auxiliary water supplies, or fire booster pumps, shall require an RP device.
 - iii. Existing systems with a single detector check will not require retrofit ~~provided the check valves are tested in accordance with NFPA 13 requirements and do not require replacement.~~
 - ~~iv. Retrofitting existing fire sprinkler systems will require the customer to provide the Coastside Fire Protection District with an updated hydraulic analysis to certify proper system operation with the additional pressure loss.~~
 - ~~v.~~iv. The District, in addition to the Coastside Fire Protection District, shall review and approve all applications for construction or retrofit of commercial fire sprinkler systems.
- e. Residential Fire Sprinkler Systems.** All services to residential fire sprinkler systems require backflow protection at the point of connection to the District's supply. The type of backflow protection required is based on the sprinkler system construction. For the purposes of this determination:

- i. Systems utilizing only the District's water supply will require at least a single detector check assembly.
- ii. Systems utilizing the District's water supply and that also contain chemical additives, on site water storage, auxiliary water supplies, or fire booster pumps, shall require at least an RP device.
- iii. Existing systems with a single detector check will not require retrofit.

f. Construction and Temporary Water Use.

- i. Construction and temporary water use shall be metered and equipped with either an air gap separation or an RP device.
- ii. Inspection of air gap separation and testing of reduced pressure principle backflow prevention assemblies shall be a condition of temporary service and at the expense of the customer.

4. *Ownership of Backflow Prevention Assemblies*

Backflow prevention assemblies installed or upgraded by the customer shall remain the property of the customer. Customer shall be responsible for maintenance, inspection, and testing of backflow prevention assemblies as required herein.

5. *Maintenance, Inspection and Testing of Backflow Prevention Assemblies*

- a. Customer shall at all times maintain backflow prevention assemblies serving customer's premises in proper working order and provide for unobstructed access by District to the backflow prevention assemblies as a condition of continued water service.
- b. The customer's system must be open for inspection at all reasonable times to authorized representatives of the District to determine whether cross connections or other structural or sanitary hazards, including violations of these regulations, exist.
- c. If the customer allows the backflow certification to lapse, the water will be turned off 48 hours after the expiration of the backflow certification.
- d. Backflow prevention assemblies must be inspected and tested before a service is connected.

- e. District will send a courtesy notice to the customer of the annual backflow prevention assembly testing requirement. The Customer is responsible for the inspection and testing of backflow prevention assemblies. If the Customer does not provide the District with the backflow testing Certificate documenting that the backflow prevention assembly is working properly within 30 days of notification by the District of the need for testing, the District may contract for the testing and charge the Customer for the expense, or discontinue water service.
- f. Backflow prevention assemblies must pass an annual inspection or more frequently if the risk of contamination warrants it, by being inspected, tested, and certified by an Approved Tester.
- g. All expenses for installation, inspection, testing, repair and maintenance of backflow prevention assemblies shall be borne by the customer.

6. *Enforcement*

Water service to any premises may be discontinued by the District if the backflow prevention assemblies have not met the conditions set forth in this regulation or if the General Manager has determined that a situation exists which could cause contamination of the District's water distribution system. All backflow prevention assemblies that do not pass a backflow prevention assembly test must be repaired and in proper working order within thirty (30) days, or such shorter time period as the District determines to be necessary to minimize the risk of contamination. Service will not be restored until the General Manager has determined that the risk of contamination to the District's water distribution system has been corrected.

~~a. Any person or persons, company, corporation or association, who willfully fails to properly install, or permit to be installed, backflow prevention assemblies as required by this regulation or who willfully by-passes, alters, removes or refuses to maintain a backflow prevention assembly, shall be guilty of a misdemeanor and upon conviction thereof shall be subject to a fine not exceeding \$500 or imprisonment in the county jail for a period not exceeding six months or both fine and imprisonment.~~

7. *Severability*

If any provision or part of this Ordinance is held to be invalid, or unenforceable in particular circumstances, such invalidity shall not affect the remainder of the Ordinance which shall continue to be of full force and effect and the Board declares this Ordinance to be severable for that purpose.

8. Publication

The General Manager is hereby directed to arrange for this Ordinance to be published in a newspaper of general circulation in the District within ten (10) days of its adoption.

PASSED AND ADOPTED this ___ day of _____ 2013 by the following votes of the Board of Directors:

AYES:

NOES;

ABSTAIN:

ABSENT:

Ken Coverdell, President
Board of Directors

ATTEST:

David R. Dickson
Secretary of the District



LIST OF CERTIFIED BACKFLOW PREVENTION DEVICE TESTERS

<u>Company Name</u>	<u>Name of Tester</u>	<u>Cert. Expire</u>	<u>Phone Number</u>	<u>Address</u>
ABC Backflow Testing	Wendell Johnson	02/28/2015	408-739-1820	P.O. Box 60398, Sunnyvale, CA 94088
\$50 Backflow Tests	John Barber	08/25/2015	707-205-9397	P.O. Box 5375, San Mateo, CA 94402
Backflow Prevention Specialists	Benjamin Bennett	04/30/2014	800-464-3569	1131 Elko Drive, Sunnyvale, CA 94089
	Keith Nickolaus	03/31/2016		
	Matthew Talbott	10/31/2013		
Barber Backflow	Brian Barber	03/31/2015	800-870-TEST	P.O. Box 920, San Leandro, CA 94577
	Dave Sherin	04/30/2014	800-870-TEST	P.O. Box 920, San Leandro, CA 94577
	Leslie Sherin	12/31/2015	800-870-TEST	P.O. Box 920, San Leandro, CA 94577
Brady Air Conditioning	Scott Vogel	06/30/2014	650-742-9640	338 N. Canal St., So. San Francisco, CA 94080
Caccia Plumbing	Anthony Caccia	10/31/2014	650-342-5363	917 N. Amphlett, San Mateo, CA 94401
	Geno Caccia	11/30/2014		
	James Ness	09/13/2013		
Chris' Plumbing, Inc.	Max Nemkovich	06/30/2015	415-368-3559	3 Mulberry Court # 11, Belmont, CA 94002
Cozzolino Landscape Services	James Cozzolino	05/31/2016	650-726-0574	11853 San Mateo Rd, Half Moon Bay, CA 94019
Flowrite	Ray Barrett	12/31/2014	650-873-9287	2340 Whitecliff Way, San Bruno, CA 94066
Gotelli Backflow	Louis Gotelli	12-31-2013	650-534-7392	531 C Street, Colma, CA 94014
Gotelli Plumbing	Stephen Gotelli	05/31/2015	415-334-2081	100 North Hill Drive # 44, Brisbane, CA 94005
Gruber Plumbing	Phil Gruber	11/06/2013	415-816-5475	P.O. Box 5, Moss Beach, CA 94038
Harlick Plumbing	Paul Harlick	02/28/2016	408-257-8768	360 E. Evelyn Ave., Sunnyvale, CA 94086
Master Plumbing	Bart Adams	08/23/2013	877-691-0400	P.O. Box 939, Mountain View, CA 94042
	Dean Jones	03/31/2016		
	James Smith	09/06/2013		
Manthei, Fred	Fred Manthei	10/31/2013	650-754-9339	P.O. Box 1565, Pacifica, CA 94044
Northwood Backflow Service	Don Wood	04/30/2015	800-750-4547	16971 Texas Springs rd., Redding, CA 96001
Peninsula Backflow	Chris Richards	06/30/2014	650-868-1734	51 Broadway, Redwood City, CA 94063
Rapid Plumbing	Santiago Morales	03/29/2016	408-855-8099	307 Laurelwood Rd., Santa Clara, CA 95054
RC Plumbing	Roy Coto, Jr.	10/31/2015	415-370-9001	1103 Anza Drive, Pacifica, CA 94044
Roto Rooter	Bernie Chavez	09/30/14	408-739-4979	183 Commercial Street, Sunnyvale, CA 94086
Simms Plumbing	Andrew Towles	10/31/2015	650-879-1823	P.O. Box 9, Pescadero, CA 94060
	Mike McDermott	06/04/2016		
Southwood Plumbing	Steve Stupi	10/31/2014	650-583-0391	1059 San Mateo Ave., San Bruno, CA 94066
Therma Corp.	Rich Balthazar	06/30/2014	408-347-3400	1601 Las Plumas Ave., San Jose, CA 95133
Wilkinson Enterprises	Jim Wilkinson	11/08/2014	650-726-4212	P.O. Box 3218, Half Moon Bay, CA 94019

Accounts Payable

Checks by Date - Summary By Check Number

User: gbrazil
Printed: 9/3/2013 - 2:32 PM



Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
19111	ALL04	ALLIED WASTE SERVICES #9:	08/02/2013	0.00	343.64
19112	CHE01	CHEVRON/TEXACO UNIVERS	08/02/2013	0.00	1,923.59
19113	COM02	COMCAST	08/02/2013	0.00	137.57
19114	FIR06	FIRST NATIONAL BANK	08/02/2013	0.00	610.84
19115	ICM01	VANTAGEPOINT TRANSFER /	08/02/2013	0.00	40.00
19116	MAS01	MASS MUTUAL FINANCIAL G	08/02/2013	0.00	1,827.66
19117	PUB01	PUB. EMP. RETIRE SYSTEM	08/02/2013	0.00	19,548.94
19118	SAN05	SAN MATEO CTY PUBLIC HE/	08/02/2013	0.00	1,104.00
19119	SAN20	SAN FRANCISCO FIRE CREDI	08/02/2013	0.00	300.00
19120	VAL01	VALIC	08/02/2013	0.00	1,565.00
19121	VER02	VERIZON WIRELESS	08/02/2013	0.00	304.45
19122	ASS01	HEALTH BENEFITS ACWA-JPI	08/16/2013	0.00	22,150.29
19123	ATT02	AT&T	08/16/2013	0.00	1,752.96
19124	COU07	COUNTY OF SAN MATEO	08/16/2013	0.00	1,220.00
19125	DAV03	JOHN DAVIS	08/16/2013	0.00	184.99
19126	HAS01	HASSETT HARDWARE	08/16/2013	0.00	1,168.30
19127	HEA01	U.S. HEALTHWORKS MEDICA	08/16/2013	0.00	31.00
19128	ICM01	VANTAGEPOINT TRANSFER /	08/16/2013	0.00	40.00
19129	KAI01	KAISER FOUNDATION HEAL	08/16/2013	0.00	9,959.00
19130	MAS01	MASS MUTUAL FINANCIAL G	08/16/2013	0.00	1,827.66
19131	PAC01	PACIFIC GAS & ELECTRIC CO	08/16/2013	0.00	52,578.61
19132	PAC06	PACIFICA COMMUNITY TV	08/16/2013	0.00	250.00
19133	PUB01	PUB. EMP. RETIRE SYSTEM	08/16/2013	0.00	19,765.86
19134	SAN20	SAN FRANCISCO FIRE CREDI	08/16/2013	0.00	300.00
19135	TEA02	TEAMSTERS LOCAL UNION #	08/16/2013	0.00	743.00
19136	VAL01	VALIC	08/16/2013	0.00	1,565.00
19137	ADP01	ADP, INC.	08/28/2013	0.00	494.95
19138	ADV02	FRANK YAMELLO	08/28/2013	0.00	235.00
19139	AND01	ANDREINI BROS. INC.	08/28/2013	0.00	113,085.39
19140	ANG01	ANGELO'S MUFFLER	08/28/2013	0.00	99.50
19141	ATT03	AT&T LONG DISTANCE	08/28/2013	0.00	209.40
19142	AZT01	AZTEC GARDENS, INC.	08/28/2013	0.00	190.00
19143	BAL04	BALANCE HYDROLOGICS, IN	08/28/2013	0.00	1,224.91
19144	BAR01	BARTKIEWICZ, KRONICK & S	08/28/2013	0.00	460.80
19145	BAR05	DEBORAH BARRELLA	08/28/2013	0.00	65.62
19146	BAY05	BAY AREA WATER SUPPLY &	08/28/2013	0.00	2,605.00
19147	BAY10	BAY ALARM COMPANY	08/28/2013	0.00	1,667.67
19148	CAL08	CALCON SYSTEMS, INC.	08/28/2013	0.00	1,753.50
19149	CAL11	CALIFORNIA C.A.D. SOLUTIO	08/28/2013	0.00	3,937.50
19150	CAR02	CAROLYN STANFIELD	08/28/2013	0.00	485.00
19151	CHE01	CHEVRON/TEXACO UNIVERS	08/28/2013	0.00	2,106.14
19152	CIN01	CINTAS FIRST AID & SAFETY	08/28/2013	0.00	199.82
19153	COA19	COASTSIDE COUNTY WATER	08/28/2013	0.00	133.37
19154	CSG01	DATAPROSE, INC.	08/28/2013	0.00	2,747.67
19155	CUL01	CULLIGAN SANTA CLARA, C/	08/28/2013	0.00	160.20

Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
19156	DAL01	DAL PORTO ELECTRIC	08/28/2013	0.00	328.59
19157	EMH01	EM HUNDLEY HARDWARE CO	08/28/2013	0.00	1,112.50
19158	FIR06	FIRST NATIONAL BANK	08/28/2013	0.00	5,255.71
19159	GEM01	GEMPLER'S, INC.	08/28/2013	0.00	2,728.86
19160	HAC01	HACH CO., INC.	08/28/2013	0.00	958.07
19161	HAL01	HMB BLDG. & GARDEN INC.	08/28/2013	0.00	753.32
19162	HAL04	HALF MOON BAY REVIEW	08/28/2013	0.00	675.00
19163	HAL24	H.M.B.AUTO PARTS	08/28/2013	0.00	218.48
19164	HAN01	HANSONBRIDGETT. LLP	08/28/2013	0.00	4,959.00
19165	ICM01	VANTAGEPOINT TRANSFER /	08/28/2013	0.00	40.00
19166	IRO01	IRON MOUNTAIN	08/28/2013	0.00	342.22
19167	IRV01	IRVINE CONSULTING SERVIC	08/28/2013	0.00	8,374.00
19168	IRV02	IRVINE CONSULTING SERVIC	08/28/2013	0.00	450.00
19169	JOH03	JOHN'S SALT SERVICE, INC	08/28/2013	0.00	3,452.40
19170	KAE01	KAESER COMPRESSORS, INC.	08/28/2013	0.00	656.22
19171	KEN03	KENNEDY/JENKS CONSULTA	08/28/2013	0.00	34,883.62
19172	LOM01	GLENNA LOMBARDI	08/28/2013	0.00	86.00
19173	MAS01	MASS MUTUAL FINANCIAL G	08/28/2013	0.00	1,827.66
19174	MET06	METLIFE SBC	08/28/2013	0.00	1,331.38
19175	MIS01	MISSION UNIFORM SERVICES	08/28/2013	0.00	200.51
19176	OFF01	OFFICE DEPOT	08/28/2013	0.00	392.05
19177	ONT01	ONTRAC	08/28/2013	0.00	264.42
19178	PAC01	PACIFIC GAS & ELECTRIC CO	08/28/2013	0.00	19.06
19179	PAU01	PAULO'S AUTO CARE	08/28/2013	0.00	58.03
19180	PIT04	PITNEY BOWES	08/28/2013	0.00	198.00
19181	PUB01	PUB. EMP. RETIRE SYSTEM	08/28/2013	0.00	18,757.24
19182	RED01	RED WING SHOES	08/28/2013	0.00	200.00
19183	RIC02	RICOH AMERICAS CORP	08/28/2013	0.00	923.66
19184	ROB01	ROBERTS & BRUNE CO.	08/28/2013	0.00	32,401.18
19185	ROG01	ROGUE WEB WORKS, LLC	08/28/2013	0.00	255.00
19186	RYA01	RYAN HERCO PRODUCTS CO.	08/28/2013	0.00	77.92
19187	SAN03	SAN FRANCISCO WATER DEP	08/28/2013	0.00	278,421.28
19188	SAN20	SAN FRANCISCO FIRE CREDI	08/28/2013	0.00	300.00
19189	SCH04	TODD SCHMIDT	08/28/2013	0.00	2,032.50
19190	SER03	SERVICE PRESS	08/28/2013	0.00	1,154.42
19191	SEW01	SEWER AUTH. MID- COASTSI	08/28/2013	0.00	570.00
19192	STA12	STANLEY ACCESS INC	08/28/2013	0.00	315.00
19193	TET01	JAMES TETER	08/28/2013	0.00	1,423.00
19194	UB*01165	JAMES VISO	08/28/2013	0.00	8.59
19195	UB*01166	AMBER/TJ BIRCHALL	08/28/2013	0.00	7.80
19196	UB*01167	KIRSTEN BAY	08/28/2013	0.00	46.77
19197	UB*01168	DANIEL KELSAY	08/28/2013	0.00	59.30
19198	UB*01169	GWEN GULLIKSEN	08/28/2013	0.00	13.29
19199	UB*01170	CHRISTOPHER/KATHY GUPTI	08/28/2013	0.00	84.21
19200	UB*01171	FIELD ASSET SERVICES	08/28/2013	0.00	64.57
19201	UB*01172	JUDY STANTON	08/28/2013	0.00	75.00
19202	UB*01173	BARBARA/RAINER NEUMANI	08/28/2013	0.00	75.00
19203	UB*01174	CYNTHINA HILLS	08/28/2013	0.00	32.58
19204	UPS01	UPS STORE	08/28/2013	0.00	394.20
19205	VAL01	VALIC	08/28/2013	0.00	1,565.00
19206	VER02	VERIZON WIRELESS	08/28/2013	0.00	1,150.44
19207	WES11	WEST COAST AGGREGATES,	08/28/2013	0.00	910.48
19208	WIN01	RAYMOND WINCH	08/28/2013	0.00	200.00
19209	XC201	RANDY ENGLE	08/28/2013	0.00	2,600.00

Check Number	Vendor No	Vendor Name	Check Date	Void Checks	Check Amount
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			Report Total:	0.00	686,787.33
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COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS
31-Aug-13

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
OPERATING REVENUE									
1-0-4120-00	Water Revenue -All Areas	973,116.08	880,341.00	92,775.08	10.5%	1,708,846.83	1,737,626.00	(28,779.17)	-1.7%
TOTAL OPERATING REVENUE		973,116.08	880,341.00	92,775.08	10.5%	1,708,846.83	1,737,626.00	(28,779.17)	-1.7%
NON-OPERATING REVENUE									
1-0-4170-00	Water Taken From Hydrants	3,909.99	2,083.33	1,826.66	87.7%	6,850.92	4,166.70	2,684.22	64.4%
1-0-4180-00	Late Notice -10% Penalty	7,841.52	5,833.33	2,008.19	34.4%	13,912.89	11,666.70	2,246.19	19.3%
1-0-4230-00	Service Connections	635.41	666.66	(31.25)	-4.7%	1,801.24	1,333.40	467.84	35.1%
1-0-4920-00	Interest Earned	0.00	0.00	0.00	0.0%	604.07	761.25	(157.18)	-20.6%
1-0-4930-00	Tax Apportionments/Cnty Checks	0.00	0.00	0.00	0.0%	13,325.02	15,000.00	(1,674.98)	-11.2%
1-0-4950-00	Miscellaneous Income	1,069.60	3,083.33	(2,013.73)	-65.3%	1,556.12	6,166.70	(4,610.58)	-74.8%
1-0-4955-00	Cell Site Lease Income	11,050.62	10,121.00	929.62	9.2%	22,270.88	20,242.00	2,028.88	10.0%
1-0-4965-00	ERAF REFUND -County Taxes	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-0-4990-00	Water Sales Refunded	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
TOTAL NON-OPERATING REVENUE		24,507.14	21,787.65	2,719.49	12.5%	60,321.14	59,336.75	984.39	1.7%
TOTAL REVENUES		997,623.22	902,128.65	95,494.57	10.6%	1,769,167.97	1,796,962.75	(27,794.78)	-1.5%
OPERATING EXPENSES									
1-1-5130-00	Water Purchased	278,421.28	240,533.00	(37,888.28)	-15.8%	513,216.01	415,679.00	(97,537.01)	-23.5%
1-1-5230-00	Pump Exp, Nunes T P	2,562.53	2,331.00	(231.53)	-9.9%	5,014.96	4,818.00	(196.96)	-4.1%
1-1-5231-00	Pump Exp, CSP Pump Station	42,996.61	37,006.00	(5,990.61)	-16.2%	82,745.84	51,670.00	(31,075.84)	-60.1%
1-1-5232-00	Pump Exp, Trans. & Dist.	1,392.82	1,523.00	130.18	8.5%	2,683.79	2,740.00	56.21	2.1%
1-1-5233-00	Pump Exp, Pilarcitos Can.	281.71	150.00	(131.71)	-87.8%	538.48	300.00	(238.48)	-79.5%
1-1-5234-00	Pump Exp. Denniston Proj.	4,695.94	1,000.00	(3,695.94)	-369.6%	12,167.82	9,185.00	(2,982.82)	-32.5%
1-1-5235-00	Denniston T.P. Operations	1,229.73	0.00	(1,229.73)	#DIV/0!	2,868.07	1,619.00	(1,249.07)	-77.2%
1-1-5236-00	Denniston T.P. Maintenance	1,518.68	3,167.00	1,648.32	52.0%	14,537.17	6,330.00	(8,207.17)	-129.7%
1-1-5240-00	Nunes T P Operations	3,649.67	10,091.00	6,441.33	63.8%	9,174.23	17,045.00	7,870.77	46.2%
1-1-5241-00	Nunes T P Maintenance	1,463.00	3,750.00	2,287.00	61.0%	7,957.21	7,500.00	(457.21)	-6.1%
1-1-5242-00	CSP Pump Station Operations	977.82	708.00	(269.82)	-38.1%	1,725.72	1,420.00	(305.72)	-21.5%
1-1-5243-00	CSP Pump Station Maintenance	530.00	3,333.00	2,803.00	84.1%	3,346.57	6,670.00	3,323.43	49.8%
1-1-5250-00	Laboratory Services	3,504.05	7,500.00	3,995.95	53.3%	7,586.20	10,000.00	2,413.80	24.1%
1-1-5318-00	Studies/Surveys/Consulting	2,032.50	6,250.00	4,217.50	67.5%	2,032.50	12,500.00	10,467.50	83.7%
1-1-5321-00	Water Conservation	3,280.00	4,833.00	1,553.00	32.1%	6,459.24	9,670.00	3,210.76	33.2%
1-1-5322-00	Community Outreach	745.00	2,641.66	1,896.66	71.8%	3,642.90	5,283.40	1,640.50	31.1%
1-1-5411-00	Salaries & Wages -Field	107,260.86	109,203.70	1,942.84	1.8%	178,160.33	182,006.16	3,845.83	2.1%
1-1-5412-00	Maintenance -General	17,788.51	14,042.00	(3,746.51)	-26.7%	23,547.76	28,080.00	4,532.24	16.1%

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5414-00	Motor Vehicle Expense	5,271.02	4,221.00	(1,050.02)	-24.9%	8,415.60	8,440.00	24.40	0.3%
1-1-5415-00	Maintenance -Well Fields	0.00	833.00	833.00	100.0%	0.00	1,670.00	1,670.00	100.0%
1-1-5610-00	Salaries/Wages-Administration	72,153.51	78,361.50	6,207.99	7.9%	121,188.37	130,602.50	9,414.13	7.2%
1-1-5620-00	Office Supplies & Expense	9,361.22	11,885.41	2,524.19	21.2%	22,673.41	23,770.90	1,097.49	4.6%
1-1-5621-00	Computer Services	7,636.87	6,655.00	(981.87)	-14.8%	10,575.44	13,310.00	2,734.56	20.5%
1-1-5625-00	Meetings / Training / Seminars	1,163.48	1,666.66	503.18	30.2%	4,179.33	3,333.40	(845.93)	-25.4%
1-1-5630-00	Insurance	1,611.08	6,250.00	4,638.92	74.2%	7,475.91	22,500.00	15,024.09	66.8%
1-1-5635-00	EE/Ret. Medical Insurance	30,666.62	34,173.08	6,510.37	19.1%	61,681.22	68,346.20	6,664.98	9.8%
1-1-5640-00	Employees Retirement Plan	54,767.32	55,401.00	633.68	1.1%	90,692.35	92,335.00	1,642.65	1.8%
1-1-5645-00	SIP 401K Plan	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5681-00	Legal	4,287.00	5,000.00	713.00	14.3%	8,486.10	10,000.00	1,513.90	15.1%
1-1-5682-00	Engineering	240.00	1,166.66	926.66	79.4%	823.11	2,333.40	1,510.29	64.7%
1-1-5683-00	Financial Services	0.00	0.00	0.00	0.0%	4,590.00	5,000.00	410.00	0.0%
1-1-5684-00	Payroll Tax Expense	12,368.39	13,452.70	1,084.31	8.1%	21,556.76	22,421.16	864.40	3.9%
1-1-5687-00	Membership, Dues, Subscript.	226.88	5,684.16	5,457.28	96.0%	6,474.13	11,368.40	4,894.27	43.1%
1-1-5688-00	Election Expenses	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5689-00	Labor Relations	0.00	500.00	500.00	100.0%	0.00	1,000.00	1,000.00	100.0%
1-1-5700-00	San Mateo County Fees	1,220.00	1,391.66	171.66	0.0%	1,220.00	2,783.40	1,563.40	0.0%
1-1-5705-00	State Fees	0.00	1,166.66	1,166.66	0.0%	0.00	2,333.40	2,333.40	0.0%
TOTAL OPERATING EXPENSES		675,304.10	675,870.85	566.75	0.1%	1,247,436.53	1,194,063.32	(53,373.21)	-4.5%
CAPITAL ACCOUNTS									
1-1-5711-00	Debt Srvc/Existing Bonds 1998A	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	0.00	0.00	0.00	0.0%	2,238.50	0.00	(2,238.50)	0.0%
1-1-5715-00	Debt Srvc/CIEDB 11-099 (I-BANK)	0.00	0.00	0.00	0.0%	263,045.52	263,046.00	0.48	0.0%
TOTAL CAPITAL ACCOUNTS		0.00	0.00	0.00	0.0%	265,284.02	263,046.00	(2,238.02)	-0.9%
TOTAL EXPENSES		675,304.10	675,870.85	566.75	0.1%	1,512,720.55	1,457,109.32	(55,611.23)	-3.8%
NET INCOME		322,319.12		256,447.42					

**COASTSIDE COUNTY WATER DISTRICT
APPROVED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2013-2014**

8/31/2013

		Approved CIP Budget FY13/14	Actual To Date FY 13/14	Projected Year-End FY 13/14	Projected vs. Budget Variance	% Completed	Project Status/ Comments
EQUIPMENT PURCHASE & REPLACEMENT							
06-03	SCADA / Telemetry / Electrical Controls	\$ 250,000		\$ 250,000	\$ -	0%	Working with Calcon to develop first phase
99-03	Computer System	\$ 5,000		\$ 5,000	\$ -	0%	
99-04	Office Equipment/Furniture	\$ 3,000		\$ 3,000	\$ -	0%	

FACILITIES & MAINTENANCE

08-08	PRV Valves Replacement Program	\$ 30,000	\$ 4,001	\$ 30,000	\$ -	13%	
09-09	Fire Hydrant Replacement	\$ 20,000	\$ 9,996	\$ 20,000	\$ -	50%	
09-23	District Digital Mapping	\$ 50,000	\$ 3,938	\$ 50,000	\$ -	8%	
14-11	Replace 2" and Larger Meters with Omni Meters	\$ 30,000		\$ 30,000	\$ -	0%	
14-12	Harbor District Vault & Meter Replacement	\$ 70,000		\$ 70,000	\$ -	0%	
14-15	Replace Administration Building Roof	\$ 30,000		\$ 30,000	\$ -	0%	
99-01	Meter Change Program	\$ 20,000		\$ 20,000	\$ -	0%	

PIPELINE PROJECTS

06-01	Avenue Cabrillo Phase 2 & 3 Pipeline Replacement	\$ 246,000	4,694	\$ 340,000	\$ (94,000)	2%	Opening Phase 2 bids September 3
10-02	Bridgeport Drive Pipeline Replacement Project	\$ 110,000	8,477	\$ 110,000	\$ -	8%	K/J working on hydraulic model for design input
12-03	Crystal Springs Pipeline Air/Vacuum Valves	\$ 20,000		\$ 20,000	\$ -	0%	
13-02	Replace 8 Inch Pipeline Under Creek at Pilarcitos Ave	\$ 25,000		\$ 25,000	\$ -	0%	J Teter will design

PUMP STATIONS / TANKS / WELLS

06-04	Hazen's Tank Replacement	\$ 400,000		\$ 400,000	\$ -	0%	J Teter to design replacement
08-14	Alves Tank Recoating, Interior & Exterior	\$ 400,000		\$ 400,000	\$ -	0%	
08-17	EI Granada Tank #2 Recoating & Ladder	\$ 300,000	\$ 1,077	\$ 550,000	\$ (250,000)	0%	Contract awarded, work initiated
11-03	Miramar Tank Altitude Valve Replacement	\$ 30,000	\$ 9,115	\$ 30,000	\$ -	30%	
12-06	CSPS Surge Tank Control Improvements	\$ 80,000		\$ 80,000	\$ -	0%	Project in Calcon schedule
12-09	EI Granada Tank # 2 Fence Replacement	\$ 25,000		\$ 25,000	\$ -	0%	
12-11	Miramar Tank Fence Replacement	\$ 25,000		\$ 25,000	\$ -	0%	
13-08	Crystal Springs Spare 350 HP Pump and Motor	\$ 50,000		\$ 50,000	\$ -	0%	
14-17	Crystal Springs Pump Station Electrical Controls Upgrades	\$ 50,000		\$ 50,000	\$ -	0%	
14-23	Alves Tank Generator Enclosure	\$ 15,000		\$ 15,000	\$ -	0%	

WATER SUPPLY DEVELOPMENT

12-12	San Vicente Diversion and Pipeline	\$ 300,000	\$ 26,407	\$ 300,000	\$ -	9%	K/J has submitted preliminary hydraulic evaluation
13-12	CCWD-MWSD Emergency Intertie - Planning	\$ 25,000		\$ 25,000	\$ -	0%	On hold pending further discussion with MWSD
14-24	Denniston/San Vicente EIR & Permitting	\$ 100,000	\$ 11,334	\$ 100,000	\$ -	11%	Working with AES to complete draft EIR
14-25	Water Shortage Plan Development	\$ 50,000		\$ 50,000	\$ -	0%	

WATER TREATMENT PLANTS

12-04	Denniston Treated Water Booster Station	\$ 600,000		\$ 600,000	\$ -	0%	Need hydraulic model before going to final design
12-05	Nunes Access Road Repaving	\$ 100,000		\$ 100,000	\$ -	0%	
12-14	Nunes - Hydro pneumatic Systems Improvement	\$ 40,000		\$ 40,000	\$ -	0%	
14-02	Nunes - Replace Sludge Pond Media	\$ 25,000		\$ 25,000	\$ -	0%	
14-04	Denniston - Dust Control	\$ 10,000		\$ 10,000	\$ -	0%	
14-07	Nunes - New Surface Scatter 7 Turbidimeter	\$ 7,000		\$ 7,000	\$ -	0%	
14-08	Nunes - New Storage Container	\$ 7,000		\$ 7,000	\$ -	0%	
14-10	Nunes - Emergency Power Switchgear	\$ 30,000		\$ 30,000	\$ -	0%	
99-05	Denniston Maintenance Dredging	\$ 60,000	\$ 700	\$ 60,000	\$ -	1%	Work to be completed before 10/15/13

FY 13/14 TOTALS \$ 3,638,000 \$ 79,738 \$ 3,982,000 \$ (344,000)

**COASTSIDE COUNTY WATER DISTRICT
 APPROVED CAPITAL IMPROVEMENT PROJECTS
 FISCAL YEAR 2013-2014**

8/31/2013

Approved CIP Budget FY13/14	Actual To Date FY 13/14	Projected Year-End FY 13/14	Projected vs. Budget Variance	% Completed	Project Status/ Comments
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Previous CIP Projects - paid in FY 13/14

Cahill Tank Repairs	\$	5,860			
Avenue Portola Pipeline Replacement	\$	102,635			
Denniston WTP Improvement Project	\$	292			
Nunes - Replace Washwater Return Pump #2	\$	124			
Denniston Water Supply Development	\$	5,682			
Server Upgrade (labor)	\$	6,300			

PREVIOUS YEAR TOTALS \$ - \$ 120,893 \$ - \$ -

UNSCHEDULED ITEMS (CAPITAL EXPENDITURES) FOR CURRENT FISCAL YEAR 13/14

San Benito Pipeline Replacement Project	\$	5,867			

NON-BUDGETED TOTALS \$ - \$ 5,867 \$ - \$ -

CIP TOTALS \$ 3,638,000 \$ 206,498 \$ 3,982,000

**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
August 31, 2013**

RESERVE BALANCES

CAPITAL AND OPERATING RESERVE	\$2,347,578.84
RATE STABILIZATION RESERVE	\$250,000.00

TOTAL DISTRICT RESERVES	\$2,597,578.84
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ACCOUNT DETAIL

ACCOUNTS WITH FIRST NATIONAL BANK (FNB)	
CHECKING ACCOUNT	\$959,150.90
CSP T & S ACCOUNT	\$621,442.62

LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$1,016,355.32
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DISTRICT CASH ON HAND	\$630.00
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TOTAL ACCOUNT BALANCES	\$2,597,578.84
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This report is in conformity with CCWD's Investment Policy.

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

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

Month	Admin (General Legal Fees)	Water Supply Develpmnt	Transfer Program	CIP	Personnel	Lawsuits	Infrastructure Project Review (Reimbursable)	TOTAL
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Sep-12	7,664		382					8,046
Oct-12	1,304		328	2,862				4,493
Nov-12	1,709	2,675		928			410	5,722
Dec-12	2,457	710		382				3,549
Jan-13	901						519	1,420
Feb-13	3,195			55			491	3,741
Mar-13	6,782	364					56	7,202
Apr-13	1,981	420					2,100	4,501
May-13	5,493			527				6,020
Jun-13	3,503		252					3,755
Jul-13	4,199			924				5,123
Aug-13	4,287		616	56				4,959

TOTAL	43,474	4,169	1,578	5,734	0	0	3,576	58,530
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**Engineer Cost Tracking Report
12 Months At-A-Glance**

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

Month	Admin & Retainer	CIP	Studies & Projects	TOTAL	Reimbursable from Projects
Sep-12	480	9,600	1,775	11,855	1,775
Oct-12	649	5,762	3,033	9,444	3,033
Nov-12	480	4,627	3,141	8,247	3,141
Dec-12	360	8,362	23	8,744	23
Jan-13	480	11,243		11,723	
Feb-13	502	8,604	187	9,292	187
Mar-13	360	5,671	169	6,200	169
Apr-13	903	3,987	646	5,535	646
May-13	480	1,604	3,557	5,640	5,640
Jun-13	949	2,518	8,994	12,461	8,994
Jul-13	583	10,150	45	10,779	45
Aug-13	240	1,014	169	1,423	169
TOTAL	6,465	73,142	21,737	101,344	23,822

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE BOARD OF DIRECTORS MEETING

Tuesday, August 13, 2013

- 1) **ROLL CALL:** President Ken Coverdell called the meeting to order at 7:00 p.m. Present at roll call: Directors Chris Mickelsen, Bryan Hannegan, Bob Feldman and Vice-President Glenn Reynolds.

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

President Coverdell recognized distinguished members of the public in the audience: Leonard Woren, a representative of the Granada Sanitary District, and two former Half Moon Bay Mayors and former Coastside County Water District Board Members Albert Adreveno and John Muller.

- 2) **PLEDGE OF ALLEGIANCE**

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

- 4) **PUBLIC HEARING**

Coastside County Water District Ordinance 2013-01 - Modifying Section W of the District's General Regulations Regarding Water Service Pertaining to the Control of Backflow and Cross Connections

Mr. Dickson advised that Mr. Guistino would follow with a presentation on backflow prevention, why it is a concern for the District and the reasons staff would like to modify the District's current Resolution addressing the General Regulations Regarding Water Service Pertaining to the Control of Backflow and Cross Connections.

Mr. Guistino gave a brief history of the District's cross-connection control program, reviewed the reasons for concern with backflow prevention and the District's legal responsibilities. He reviewed the reasons for the proposed modifications to the District's program, referencing the need to clarify the requirements. He explained that this proposed ordinance would simplify the process and would be consistent with the programs of other nation-wide utilities. In concluding the presentation, Mr. Guistino invited questions and comments from the Board members. Director Feldman expressed his appreciation for the presentation, noting that it did an excellent job of providing the clarity and insight that was requested from the Board at the July Board meeting on the issues related to the District's backflow program. Director Mickelsen expressed his concern with the customer's cost for the installation of the devices. Director Hannegan inquired about a proposed deadline for compliance and enforcement, and Vice-President Reynolds relayed that the policies for cross connection control programs have been State of California Regulations for many years.

Public Hearing - President Coverdell formally opened the Public Hearing at 7:29 p.m., inviting members of the public to present their questions, comments, and concerns about the proposed update to the District's Backflow and Cross Connection Program.

Leonard Woren, El Granada, CA - Stated that he is expressing his opinion as an individual. He commented that the backflow program should not apply to residential wells, that the District should provide the annual backflow device testing services, and that the District should specify a date for backflow program compliance. He also expressed concern with item 5c - "If the customer allows the backflow certification to lapse, the water will be turned off 48 hours after the expiration of the backflow certification".

John Meador, Half Moon Bay, CA - Stated that the criminal penalties specified in Section 6.b were extreme. He questioned why the District does not provide meters with a check-valve and said that the District should provide the annual testing service.

The public hearing continued, with Directors expressing numerous concerns regarding the proposed backflow ordinance and its implementation and making suggestions for proposed revisions. In response to questions about the required timing for approving the ordinance, Mr. Dickson explained that staff would prefer to address the Board's questions and suggestions with a revised ordinance to be presented at the next Board meeting. President Coverdell agreed with this approach and noted that he appreciated the additional time, which will allow continued opportunities for participation from the community.

John Meador, Half Moon Bay, CA - Suggested that customers could be allowed the choice of utilizing the District's services to handle their backflow requirements or retaining the services of private contractors to test and maintain their backflow assembly devices.

Leonard Woren, El Granada, CA - Commented on the Board's receptiveness to public comments and stated that he would like to see the District issue letters to all District customers, including residential customers.

Upon Mr. Miyaki's suggestion, President Coverdell announced that this public hearing will continue to remain open until a future meeting of the CCWD Board of Directors, in order to allow the public the continued opportunity to submit written and oral comments on the proposed ordinance.

5) CONSENT CALENDAR

- A. Approval of disbursements for the month ending July 31, 2013:
Claims: \$757,909.58; Payroll: \$69,700.59; for a total of \$827,610.17
➤ *July 2013 Monthly Financial Claims reviewed by Director Mickelsen*
- B. Acceptance of Financial Reports
- C. Approval of Minutes of July 9, 2013 Regular 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 - July, 2013
- H. July 2013 Leak Report
- I. Rainfall Reports
- J. San Francisco Public Utilities Commission Hydrological Conditions Report for July 2013

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

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

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

6) **MEETINGS ATTENDED / DIRECTOR COMMENTS**

Vice-President Reynolds reported that he had recently attended the Utility Workers Union Conference in Chicago, Illinois, and stated that after listening to the issues facing utilities across the nation, he was impressed with the staff's success in leading such a well managed District.

7) **GENERAL BUSINESS**

A. **923 & 925 Miramontes Street - Water Service Agreement for a Non-Complex Pipeline Extension**

Mr. Dickson provided a brief description of this project, which he indicated has been in the planning stages for many years.

John Muller, 923 Miramontes St., Half Moon Bay, CA - Introduced himself and his father-in-law, Mr. Al Adreveno, who has resided at 935 Miramontes St. in Half Moon Bay for over 60 years. On behalf of both families, he thanked the District's Board and Staff for their consideration of this water service agreement, which will provide the opportunity for future generations to continue to farm at this location for many years.

ON MOTION BY Vice-President Reynolds and seconded by Director Feldman, the Board voted as follows, by roll call vote, to approve the Water Service Agreement between Coastside County Water District and John and Eda Muller and Albert and Eda Adreveno for construction of a pipeline extension to serve real properties at 923 and 925 Miramontes Street in Half Moon Bay:

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

B. **Contract with Calcon Systems for Instrumentation and Controls Work**

Mr. Dickson introduced two representatives from Calcon Systems, Ryan Smith, General Manager, and Rudy Everett, Project Manager. He explained the District's history with Calcon Systems, and explained why

staff does not believe it is practical or in the District's best interests to put instrumentation and controls work out for competitive bid. He recommended that the Board waive the competitive bidding requirements for work to be performed by Calcon Systems and authorize staff to contract with Calcon on a time and materials basis in an amount not to exceed \$250,000.

Discussion ensued with Mr. Dickson and Mr. Miyaki answering a few questions from the Board about the District's procurement policy, the scope of work proposed to be provided by Calcon and the expected deliverables. Director Hannegan suggested that staff provide the Board with some type of reporting, possibly on a monthly basis, to track the progress and funding expended on the various Calcon projects.

ON MOTION BY Vice-President Reynolds and seconded by Director Mickelsen, the Board voted as follows, by roll call vote, to waive the requirement in Resolution 2012-01 to solicit competitive bids and authorize the General Manager to enter into a time and materials agreement with Calcon Systems for instrumentation and controls work, in an amount not to exceed \$250,000:

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

Mr. Smith and Mr. Everett thanked the Board for the opportunity for the continued work with the District.

At 9:05 p.m. President Coverdell announced that there would be a brief recess. Director Hannegan reported that he had another commitment and would need to be excused from the meeting at this time, at which time he left the premises. The meeting reconvened at 9:08 p.m. with the remainder of the Board in attendance.

8) GENERAL MANAGER'S REPORT - INCLUDING MONTHLY INFORMATIONAL REPORTS

Mr. Dickson noted that he did not have any additional reports and referred the Board to the Superintendent's Operations Report.

A. Operations Report

Mr. Guistino reported on the monthly highlights, which included the El Granada Tank 2 renovations, and the Montecito Street PRV.

B. Water Resources Report

Ms. Brennan summarized the District's current public outreach program, which will now includes advertising space on grocery carts at Safeway in Half Moon Bay, which will feature water use efficiency advertisements, which staff feels will reach most of the District's customers.

9) DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS

President Coverdell shared a flyer he created, reflecting the idea that CCWD and Montara Water and Sanitary District may join hands to help each other in the case of emergencies through an intertie.

President Coverdell took the opportunity to thank staff and adjourned the meeting at 9:15 p.m. The next meeting of the Coastside County Water District's Board of Directors will be on Tuesday, September 10, 2013.

Respectfully submitted,

David R. Dickson, General Manager
Secretary of the District

Ken Coverdell, President
Board of Directors

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2014

	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	0.00	0.00	0.00	75.61	75.61	0.40	75.21
AUG	0.00	0.00	0.00	0.00	84.56	84.56	-0.18	84.74
SEPT								
OCT								
NOV								
DEC								
JAN								
FEB								
MAR								
APR								
MAY								
JUN								
TOTAL	0.00	0.00	0.00	0.00	160.17	160.17	0.22	159.95
% MONTHLY TOTAL	0.00%	0.00%	0.00%	0.00%	100.00%	100.00%	0.53%	99.47%
% ANNUAL TO DATE TOTAL	0.0%	0.0%	0.0%	0.0%	100.0%	100.0%	0.14%	99.9%

th Running Treated Total **739.00**

DUCTION (MG) ALL SOURCES- FY 2013

	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	20.63	0.00	0.00	44.25	83.09	-0.13	83.22
AUG	0.00	18.98	0.00	0.00	42.67	79.21	1.13	78.08
SEPT	0.00	0.00	0.00	0.00	57.31	75.57	-0.04	75.61
OCT	0.00	0.00	0.00	0.00	48.48	66.51	0.21	66.30
NOV	3.74	0.00	0.00	0.00	46.21	49.95	0.41	49.54
DEC	4.6	15.25	0.00	0.00	13.35	41.06	0.08	40.98
JAN	7.64	30.77	0.00	2.00	0.10	40.511	0.17	40.34
FEB	13	23.31	0.00	1.73	7.59	45.63	0.92	44.71
MAR	13.43	23.52	0.00	8.08	3.35	48.38	0.17	48.21
APR	0.00	2.57	0.00	12.99	46.99	62.55	0.48	62.06
MAY	0.00	0.00	0.50	7.51	75.27	83.28	1.01	82.27
JUN	0	0.00	0.17	7.25	62.13	69.55	0.52	69.03
	42.41	135.03	0.67	39.56	447.70	745.29	4.95	740.34
TOTAL	42.41	135.03	0.67	39.56	447.70	745.29	4.95	740.34
% TOTAL	5.7%	18.1%	0.1%	5.3%	60.1%	89.3%	0.66%	99.3%

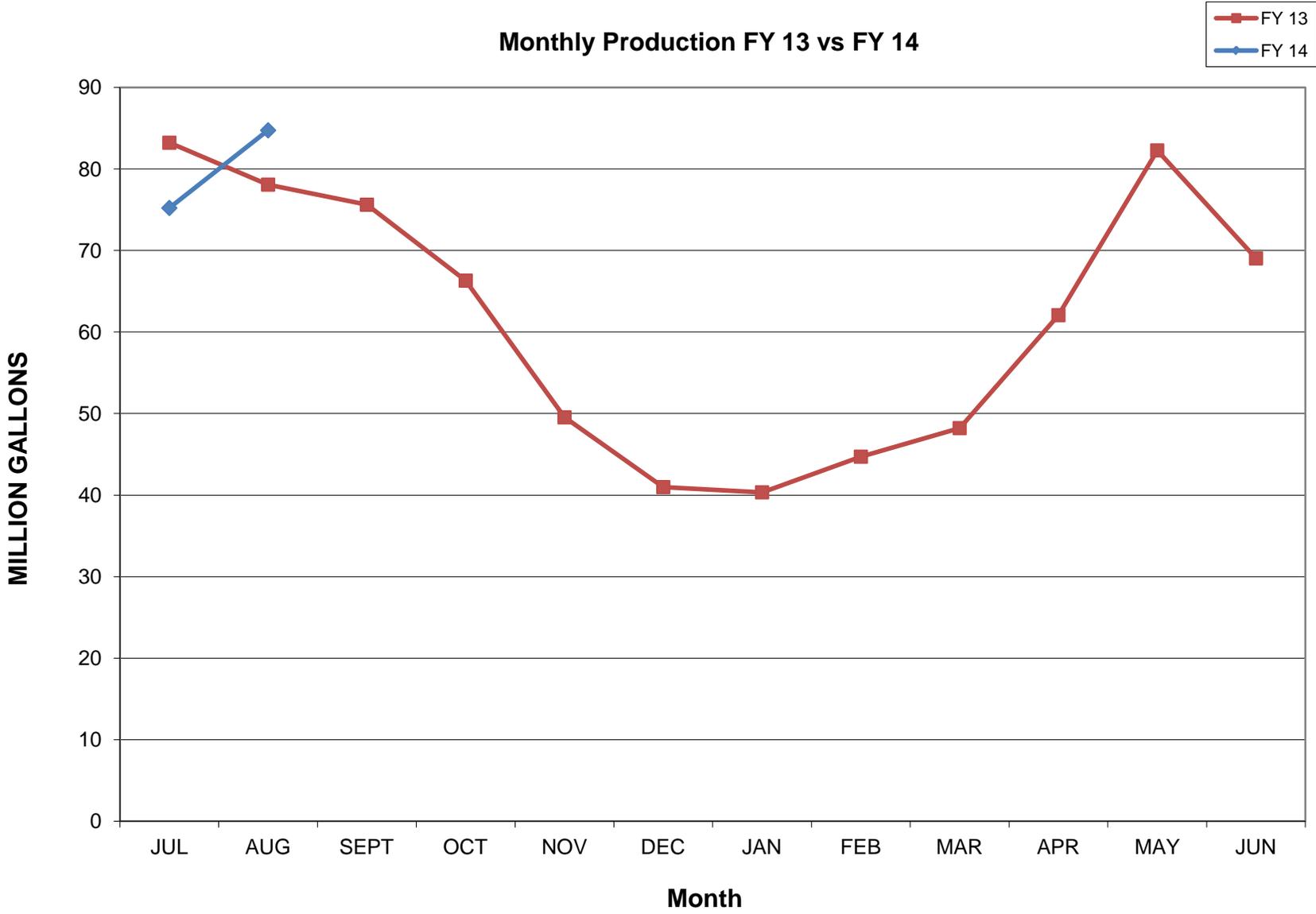
COASTSIDE COUNTY WATER DISTRICT

Predicted vs Actual Production - All Sources FY 14

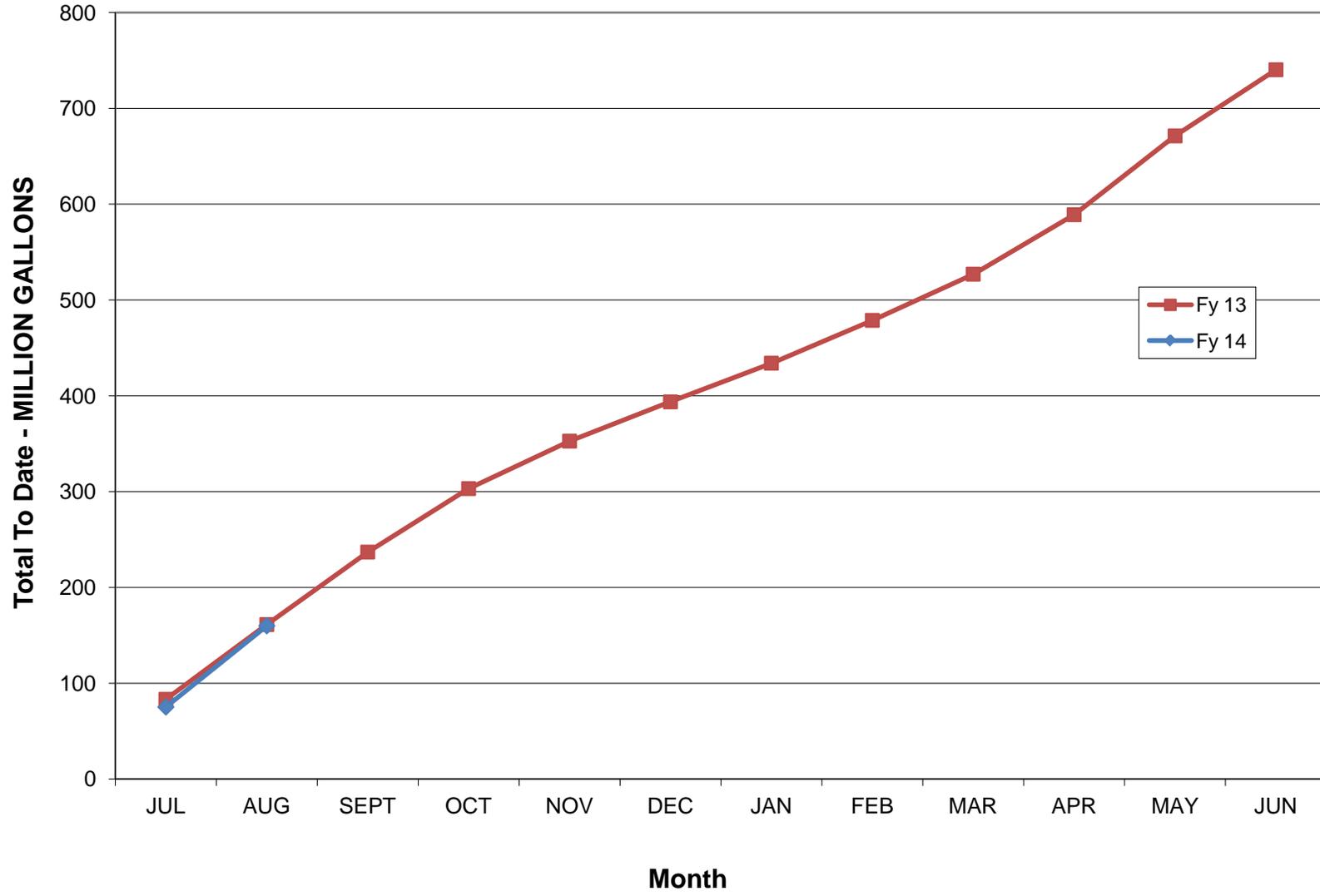
	Denniston Surface			Denniston Wells			Pilarcitos Wells			Pilarcitos Surface			SFWD CSP			SFWD Total	
	Actual MG	Predicted MG	pred-act	Actual MG	Predicted	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG
Jul-13	0.00	5.34	5.34	0.00	2.66	2.66	0.00	0.00	0.00	0.00	38.09	38.09	75.61	11.64	-63.97	75.61	49.73
Aug-13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	42.79	42.79	84.56	29.36	-55.20	84.56	72.15
Sep-13			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	60.86
Oct-13			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	73.06
Nov-13			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	32.54
Dec-13			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	22.56
Jan-14			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	12.12
Feb-14			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	17.20
Mar-14			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	9.34
Apr-14			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	31.48
May-14			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	40.17
Jun-14			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	63.85
MG Totals	0.00	5.34	5.34	0.00	2.66	2.66	0.00	0.00	0.00	0.00	80.88	80.88	160.17	41.00	-119.17	160.17	485.06

	Actual non SFPUC	Predicted non SFPUC	Actual SFPUC	Predicted SFPUC	TOTAL Actual	TOTAL Predicted	TOTAL Pred-act
	0.00	8.00	160.17	121.88	160.17	129.88	-30.29
% Total	0.00%	6.16%	100.00%	93.84%	123.33%		

Monthly Production FY 13 vs FY 14



Cumulative Production FY 13 vs.FY14



Plant Water Use*			Unmetered Water						MG	
	Denniston Plant	Nunes Plant	Total	Main Flushing	Detector Checks*	Main Breaks	Fire Dept	Miscellaneous	Tank Level Difference	Total
JAN	0.202	0.000	0.202	0.088	0.052	0.072	0.002	0.003	-0.248	0.574
FEB	0.077	0.000	0.077	0.616	0.015	0.027	0.002	0.000	0.033	0.924
MAR	0.000	0.000	0.000	0.022	0.052	0.032	0.002	0.000	0.063	0.171
APR	0.086	0.000	0.086	0.023	0.010	0.002	0.002	0.000	0.445	0.740
MAY	0.105	0.000	0.105	0.000	0.056	0.007	0.002	0.007	0.622	1.008
JUN	0.281	0.000	0.281	0.065	0.008	0.067	0.001	0.007	-0.467	0.524
JUL	0.000	0.000	0.000	0.012	0.041	0.110	0.002	0.000	0.234	0.399
AUG	0.000	0.000	0.000	0.050	0.010	0.746	0.002	0.017	-1.000	-0.175
SEP	0.000		0.000							0.000
OCT	0.000		0.000							0.000
NOV	0.000		0.000							0.000
DEC	0.000		0.000							0.000
TOTAL	0.75	0.00	0.75	0.88	0.25	1.06	0.02	0.03	-0.32	4.17

**Coastside County Water District Monthly Sales By Category (MG)
FY 2014**

	JUL		AUG		SEPT		OCT		NOV		DEC		JAN		FEB		MAR		APR		MAY		JUN		MG to Date
RESIDENTIAL	25.647	41%	50.366	61%																					76.01
COMMERCIAL	4.965	8%	1.888	2%																					6.85
RESTAURANT	3.056	5%	0.224	0%																					3.28
HOTELS/MOTELS	3.712	6%	2.409	3%																					6.12
SCHOOLS	1.058	2%	1.513	2%																					2.57
MULTI DWELL	3.091	5%	3.256	4%																					6.35
BEACHES/PARKS	1.275	2%	0.075	0%																					1.35
AGRICULTURE	6.742	11%	9.504	11%																					16.25
RECREATIONAL	0.052	0%	0.206	0%																					0.26
MARINE	1.318	2%	0.000	0%																					1.32
IRRIGATION	11.637	18%	13.418	16%																					25.06
Portable Meters	0.381	1%	0.000	0%																					0.38
TOTAL - MG	62.94	1.00	82.86	1.00	0.00	147.79																			

Non Residential Usage	37.288	32.494	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	
Running 12 Month Total		679.56																							
12 mo Ave Residential	31.54	31.63																							
12 mo Ave Non Residential	24.45	25.00																							
Total	55.99	56.63																							#VALUE!

FY 2013

	JUL		AUG		SEPT		OCT		NOV		DEC		JAN		FEB		MAR		APR		MAY		JUN		MG to Date
RESIDENTIAL	27.258	43%	49.337	66%	26.440	40%	47.479	67%	22.875	53%	30.920	70%	17.464	47%	33.048	70%	18.619	45%	34.940	65%	24.142	43%	47.609	64%	380.13
COMMERCIAL	6.155	10%	1.520	2%	5.183	8%	1.699	2%	4.636	11%	1.450	3%	3.981	11%	1.423	3%	3.830	9%	1.567	3%	5.178	9%	1.627	2%	38.25
RESTAURANT	3.000	5%	0.223	0%	2.903	4%	0.236	0%	2.533	6%	0.154	0%	2.622	7%	0.179	0%	2.413	6%	0.197	0%	2.967	5%	0.194	0%	17.62
HOTELS/MOTELS	4.223	7%	1.737	2%	3.863	6%	1.964	3%	2.966	7%	1.451	3%	2.764	7%	1.733	4%	2.130	5%	1.933	4%	3.309	6%	1.769	2%	29.84
SCHOOLS	2.768	4%	1.976	3%	3.189	5%	1.064	1%	0.383	1%	0.266	1%	0.171	0%	0.523	1%	0.378	1%	0.565	1%	0.945	2%	1.305	2%	13.53
MULTI DWELL	3.424	5%	2.725	4%	3.155	5%	2.895	4%	2.548	6%	2.385	5%	2.759	7%	2.697	6%	2.311	6%	2.828	5%	2.693	5%	2.839	4%	33.26
BEACHES/PARKS	0.865	1%	0.053	0%	0.931	1%	0.053	0%	0.777	2%	0.011	0%	0.331	1%	0.008	0%	0.430	1%	0.019	0%	0.908	2%	0.058	0%	4.45
AGRICULTURE	7.336	12%	4.445	6%	5.284	8%	5.269	7%	3.644	8%	6.045	14%	6.102	16%	6.375	14%	6.076	15%	6.800	13%	7.370	13%	6.048	8%	70.79
RECREATIONAL	0.064	0%	0.198	0%	0.055	0%	0.197	0%	0.027	0%	0.136	0%	0.033	0%	0.142	0%	0.025	0%	0.133	0%	0.037	0%	0.168	0%	1.22
MARINE	1.236	2%	0.000	0%	1.266	2%	0.000	0%	1.321	3%	0.000	0%	1.141	3%	0.000	0%	0.819	2%	0.000	0%	1.020	2%	0.001	0%	6.80
IRRIGATION	15.892	25%	12.567	17%	13.331	20%	9.844	14%	1.320	3%	1.361	3%	0.127	0%	0.619	1%	4.498	11%	4.643	9%	7.434	13%	11.973	16%	83.61
Portable Meters	0.019	0%	0.432	1%	0.102	0%	0.304	0%	0.000	0%	0.200	0%	0.000	0%	0.144	0%	0.000	0%	0.131	0%	0.000	0%	0.381	1%	1.71
TOTAL - MG	72.24		75.21		65.70		71.00		43.03		44.38		37.49		46.89		41.53		53.76		56.00		73.97		681.22

Non Residential Usage	44.982	25.876	39.262	23.523	20.156	13.459	20.031	13.844	22.912	18.817	31.861	26.363
Running 12 Month Total												681.22
12 mo Ave Residential	2.27	6.38	8.59	12.54	14.45	17.03	18.48	21.24	22.79	25.70	27.71	31.68
12 mo Ave Non Residential	3.75	5.90	9.18	11.14	12.82	13.94	15.61	16.76	18.67	20.24	22.89	25.09
Total	6.02	12.29	17.76	23.68	27.27	30.96	34.09	38.00	41.46	45.94	50.60	
Total	6.02	12.29	17.76	23.68	27.27	30.96	34.09	38.00	41.46	45.94	50.60	56.77

Coastside County Water District Monthly Leak Report

Date	Location	Pipe Class	Pipe Size & Type	Est. Water Loss (Gallons)*	Material Cost	Employee hours		Manpower and Equipment Costs	Total Costs
8/14/13	701 Palma St. EG	S	3/4" PL	5,000	Total \$188.02	3	5		\$1,038.02
								\$850	
								\$850	
8/15/2013	Ave Balboa X Montcieto EG	S	1" PL	10,000	Total \$293.29	4	6		\$3,393.29
								\$3,100	
								\$3,100	
8/22/2013	575 Poplar St. HMB	S	3/4" PL	5,000	Total \$361.32	4	4		\$1,461.32
								\$1,100	
								\$1,100	
8/22/2013	Wavecrest HMB	M	2" Galv	5000	Total \$93.10	4	1		\$493.10
								\$400	
								\$400	
8/28/2013	Silver Ave.	M	8" DIP	120,000	Total \$608.10	6	5		\$3,708.10
								\$3,100	
								\$3,100	
8/10/2013	Highway 92	M	12"WS	600,000	Total \$700.00	4	6		\$2,900.00
								\$2,200	
								\$2,200	
8/26/2013	Highway 1	M	2" galv.	500	Total \$63.10	2	2		\$463.10
								\$400	
								\$400	

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

Total			
Water			
Loss	0.7455 MG	Total Cost	\$13,456.93

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

Pipe Class

S= Service

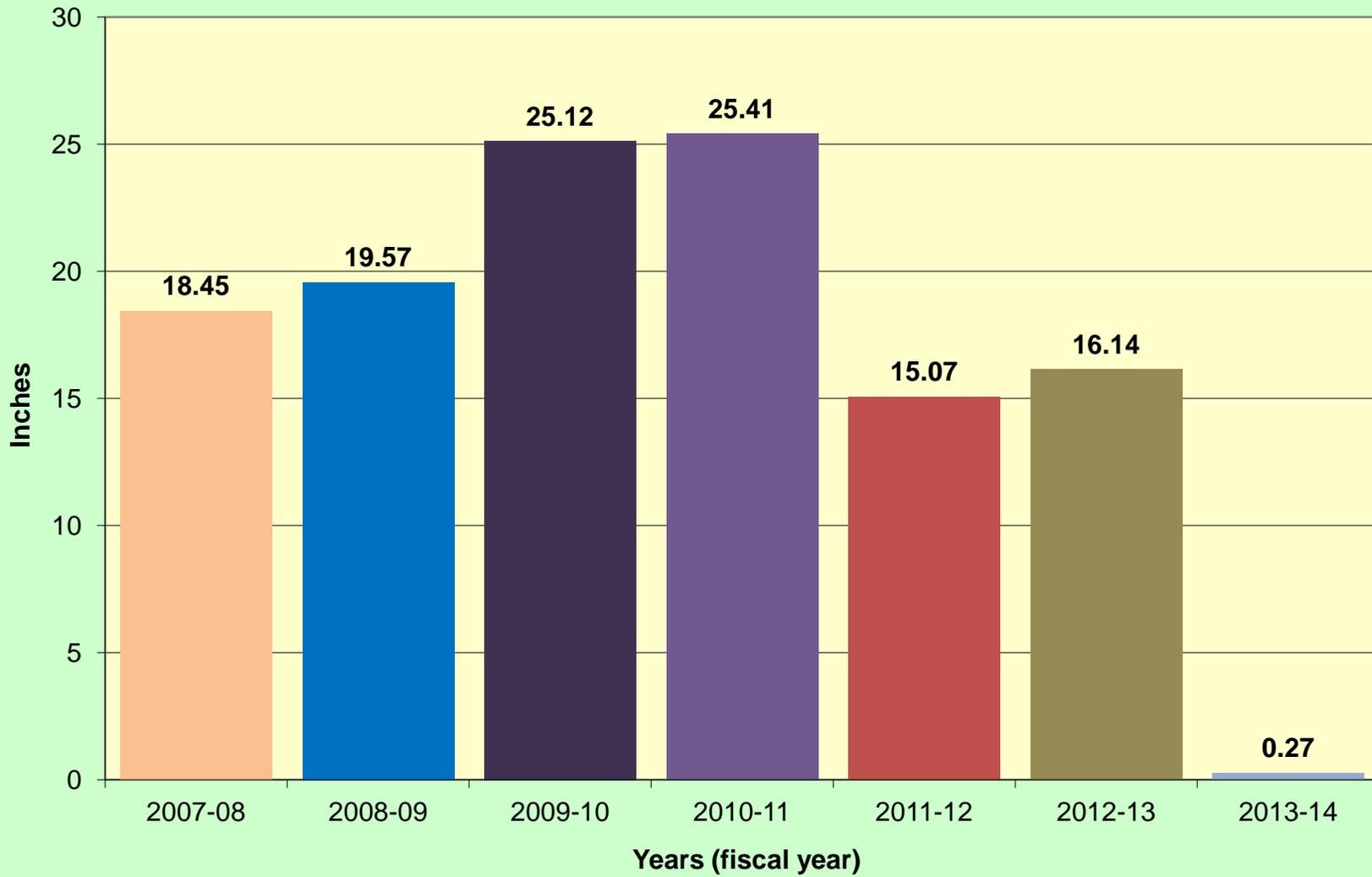
M= Main

T= Transmission

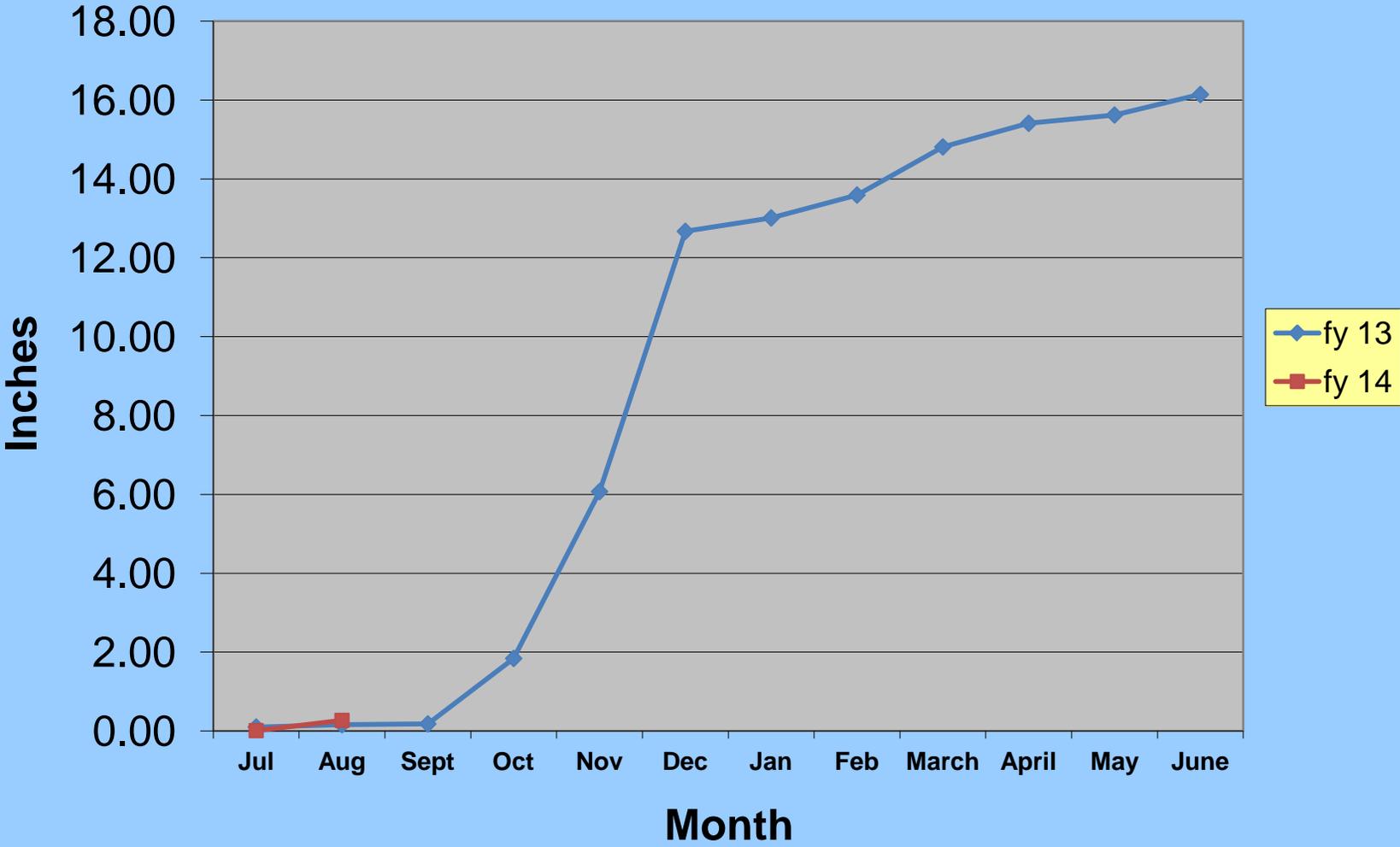
O=Other

Rain Totals

Fiscal Years 08 - 14



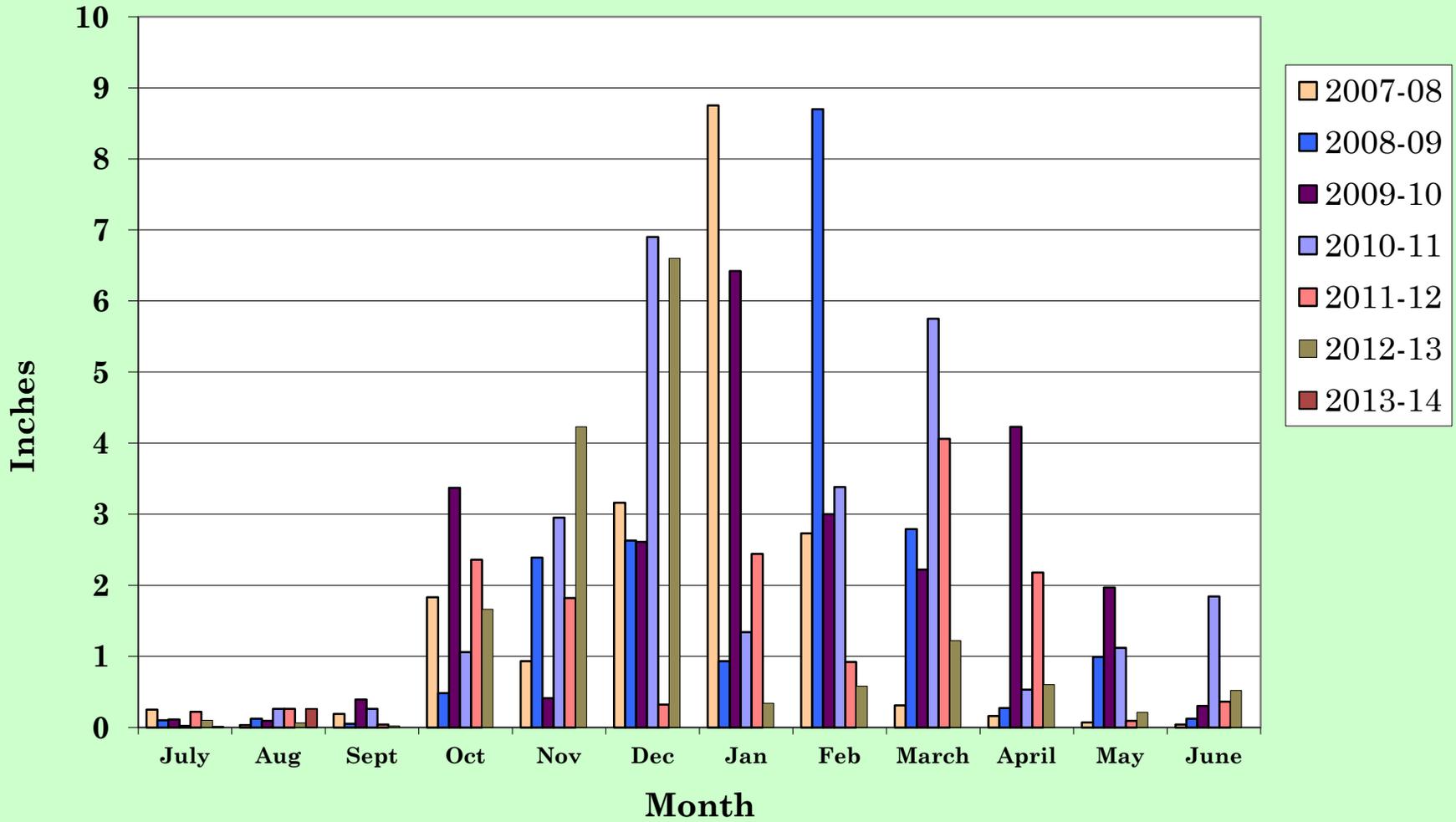
Rainfall Total Comparison Fiscal Years 13 and 14



Coastside County Water District

Rainfall by Month

Fiscal Years 08 - 14



MONTHLY CLIMATOLOGICAL SUMMARY for AUG. 2013

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

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

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	59.1	64.7	2:30p	56.4	5:00a	5.9	0.0	0.00	2.9	12.0	2:30p	W
2	57.1	62.3	12:30p	54.1	7:00a	7.9	0.0	0.00	1.9	13.0	2:30p	W
3	56.9	62.1	4:00p	53.3	11:30p	8.1	0.0	0.00	2.8	12.0	12:30p	WSW
4	56.1	59.8	2:30p	53.1	12:30a	8.9	0.0	0.00	1.8	11.0	2:00p	W
5	57.0	61.3	2:30p	54.9	6:30a	8.0	0.0	0.00	1.4	11.0	2:30p	W
6	58.9	64.9	5:30p	54.3	6:30a	6.1	0.0	0.00	1.8	12.0	2:30p	WSW
7	61.0	68.9	3:00p	56.2	6:30a	4.5	0.4	0.00	2.2	12.0	12:00p	WSW
8	59.1	64.3	2:30p	56.0	11:30p	5.9	0.0	0.00	2.0	12.0	2:30p	W
9	59.7	67.3	1:30p	54.9	4:30a	5.5	0.2	0.00	1.5	12.0	3:30p	W
10	59.7	65.1	3:30p	56.0	2:30a	5.3	0.0	0.00	1.5	11.0	1:00p	W
11	57.5	61.3	2:30p	55.8	7:30a	7.5	0.0	0.00	1.3	11.0	2:00p	W
12	58.5	65.5	3:30p	55.1	2:30a	6.5	0.0	0.00	1.5	10.0	4:30p	W
13	59.1	66.0	1:00p	52.7	12:00m	5.9	0.0	0.00	1.9	13.0	4:30p	W
14	59.9	65.8	2:30p	51.9	1:30a	5.1	0.0	0.00	1.8	15.0	2:30p	W
15	64.0	69.8	2:30p	60.3	11:30p	1.9	0.9	0.00	2.0	14.0	12:00p	W
16	60.7	65.3	4:30p	57.8	11:00p	4.3	0.0	0.00	1.7	13.0	3:00p	W
17	60.5	67.0	1:30p	57.3	6:00a	4.5	0.1	0.00	1.9	13.0	3:30p	W
18	60.4	68.1	1:30p	55.5	12:00m	4.8	0.2	0.00	1.6	10.0	11:30a	WSW
19	59.8	68.5	1:00p	54.2	6:30a	5.5	0.3	0.00	1.7	11.0	3:00p	WSW
20	60.6	67.5	3:00p	56.5	7:30a	4.6	0.2	0.00	2.9	15.0	11:00a	WSW
21	61.2	67.6	2:30p	56.8	12:00m	4.0	0.2	0.00	1.9	11.0	12:30p	W
22	61.7	67.6	2:00p	55.8	1:00a	3.6	0.3	0.00	1.8	13.0	4:00p	W
23	59.3	62.2	2:00p	57.4	7:30a	5.7	0.0	0.00	1.8	11.0	1:30p	W
24	61.6	67.0	2:00p	58.2	2:30a	3.6	0.2	0.00	1.8	11.0	10:30a	W
25	64.9	70.3	1:30p	60.4	1:30a	1.4	1.3	0.00	2.0	11.0	2:00p	W
26	61.8	66.2	3:00p	58.1	9:00p	3.3	0.0	0.00	2.5	15.0	3:30p	W
27	60.4	67.9	4:30p	55.8	6:00a	4.7	0.2	0.00	1.9	15.0	4:00p	W
28	62.5	68.9	1:00p	57.6	7:30a	3.1	0.6	0.00	1.7	14.0	3:00p	W
29	63.2	69.6	4:00p	56.6	5:30a	2.7	0.9	0.00	1.6	14.0	2:30p	W
30	63.1	71.2	4:00p	58.6	6:30a	2.8	0.9	0.00	1.7	11.0	2:30p	W
31	60.3	65.8	4:00p	56.5	6:30a	4.7	0.0	0.00	1.8	14.0	2:30p	W
	60.2	71.2	30	51.9	14	156.3	6.9	0.00	1.9	15.0	14	W

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

Max Rain: 0.00 ON 08/01/13

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

Heat Base: 65.0 Cool Base: 65.0 Method: Integration

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Dave Dickson, General Manager

Agenda: September 10, 2013

Date: September 4, 2013

Subject: Notice of Completion - Avenue Portola Pipeline Replacement Project

Recommendation:

That the Board of Directors take the following actions:

- (1) Accept the Avenue Portola Pipeline Replacement 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 Andreini Bros., Inc. on April 23, 2013 for the Avenue Portola Pipeline Replacement Project.

The work consisted of construction of 625 linear feet of 6 inch diameter PVC water pipeline, 65 linear feet of 4 inch diameter ductile iron drain pipeline, 7 customer service tubing reconnections, 2 concrete cutoff walls, and asphalt repaving of the trenches. The site of the work was in El Granada, an unincorporated community in San Mateo County. All work was within existing street right of way areas.

The project was completed on July 26, 2013. The project was constructed according to District specifications.

Fiscal Impact: None.

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

Name
Street
Address
City &
State

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

SPACE ABOVE THIS LINE FOR RECORDER'S USE

RECORD WITHOUT FEE Govt. Code § 6103 & 27383

NOTICE OF COMPLETION

1. The undersigned is an owner of an interest or estate in the hereafter described real property, the nature of which is: Fee Title

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

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

3. On July 26, 2013 there was completed upon the hereinafter described real property a work of improvement as a whole named Avenue Portola Pipeline Replacement Project. The work consisted of 625 linear feet of 6 inch diameter PVC water pipeline, 65 linear feet of 4 inch diameter ductile iron drain pipeline, 7 customer service tubing reconnections, 2 concrete cutoff walls, and asphalt repaving of the trenches.

4. The name of the original contractor for the work of improvement as a whole was: Andreini Bros., Inc., 151 Main Street, Half Moon Bay, CA 94019

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

The site of the work was in El Granada, an unincorporated community in San Mateo County. All work was within existing street right of way areas.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

COASTSIDE COUNTY WATER DISTRICT

BY: _____
David R. Dickson, Secretary

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: September 10, 2013

Report

Date: September 5, 2013

Subject: Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year Ending 2012-2013

Recommendation:

Authorize staff to write off bad debts for fiscal year 2012-2013 (July 1, 2012 to June 30, 2013) in the total amount of \$8,404.28

Background:

The process of writing off bad debts takes place at the end of each fiscal year as part of the year-end closeout and audit process. At this time, staff requests that the Board authorize the General Manager to write off the debts that have not been collected throughout the fiscal year. The total for Fiscal Year 2012-2013 is \$8,404.28, as detailed in the attached table.

The majority of the bad debts are customers which have discontinued service with the District without rendering payment of their final closing bills. Staff efforts to locate the customers and collect payment on these accounts have been exhausted.

The following represents the bad debt amounts written off over the past five (5) fiscal years:

Year Ending 2012	\$57,084.74
Year Ending 2011	\$5,321.93
Year Ending 2010	\$5,809.52
Year Ending 2009	\$8,784.62
Year Ending 2008	\$6,356.36

Fiscal Impact

Charge to expenses of \$8,404.28. The Fiscal Year 2012-2013 budget (account No. 5620) includes an allowance of \$5,000 for bad debt.

COASTSIDE COUNTY WATER DISTRICT
BAD DEBTS
YEAR ENDING JUNE 30, 2013

ACCOUNT NO.	NAME	AMOUNT
13546	Suresh Jandial	\$1,033.57
15997	Lance White	\$753.86
16716	Dawn Drees	\$527.78
1	Jose Co	\$448.29
2153	W. B. Hamilton	\$440.46
4392	Robert Reitherman	\$345.86
15984	Christina Juarez	\$282.41
5566	Victor Watteyne	\$273.75
1151	Doug Adams	\$207.42
13938	Susan/Bob Bennett	\$191.24
14015	Lynn Crofton	\$183.52
16176	Zak/Gunilla Eisenberg	\$164.46
2887	Michele Lamirande	\$154.34
398	James Bell	\$153.65
5096	Patricia Stevens	\$153.40
13130	Cesar Sanchez	\$153.19
16769	Stephanie Hare	\$150.48
16612	Jeffery Campbell	\$141.27
16137	Diana Zamudio	\$139.08
4850	Tania Cortez	\$134.48
10202	Steve Shanks	\$134.18
16253	Blaine Ervin	\$133.12
16266	Martin Benavides	\$131.03
8413	Peter/Linda Rolley	\$130.36
13873	Christina Cocciardo	\$129.12
13939	Suresh Jandial	\$128.28
15285	Merit Draven	\$127.54
15425	Luz DeSalesa	\$115.87
10904	Victoria Milonas	\$102.42
16187	Gregorio Lopez	\$101.70
17308	Anges Sadeghi	\$94.26
17186	Tim Braun/Kim Bright	\$91.88
11977	Jeff Guttormsen	\$89.07
9258	Scott Bartels	\$84.77
12195	Richard Gaushell	\$81.57
16424	Shanti Parkash	\$77.05
16350	Jeff Gananian	\$68.45

16301	Darin Walker	\$67.09
4332	Angelina Ramos	\$63.19
409	Estate of Luis Belo	\$56.64
10602	Sean Micallef	\$52.12
16826	Danielle Greco	\$51.69
14747	Michael Edwards	\$51.52
16966	Kyle Henschel	\$39.99
6177	Johnson Family Trust	\$34.41
15999	Douglas Gonzalez	\$28.46
17815	TDR Properties -Tom DaRosa	\$24.29
16302	Darin Walker	\$16.79
17475	Susan/Bob Bennett	\$16.40
9259	Scott Bartels	\$15.81
13545	Suresh Jandial	\$12.67
16983	Sergio Rivas	\$12.50
16611	Jeffery Campbell	\$7.53

TOTAL:

\$8,404.28

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Dave Dickson, General Manager

Agenda: September 10, 2013

Date: September 4, 2013

Subject: Award of Contract - Phase 2 Avenue Cabrillo Pipeline Replacement Project

Recommendation:

Authorize General Manager to enter into a contractual agreement with Andreini Bros., Inc. to replace 1,890 linear feet of 6 inch diameter ductile iron water pipeline, 3 fire hydrants, 20 customer water service connections, and asphalt repaving of the trenches.

Background:

The results of the bid opening held on September 3, 2013, for the Phase 2 Avenue Cabrillo Pipeline Replacement Project (see attachment) were as follows:

Andreini Bros., Inc.	\$332,855
Stoloski & Gonzalez, Inc.	\$357,510
Platinum Pipeline	\$459,585
JMB Construction, Inc.	\$475,994

Fiscal Impact:

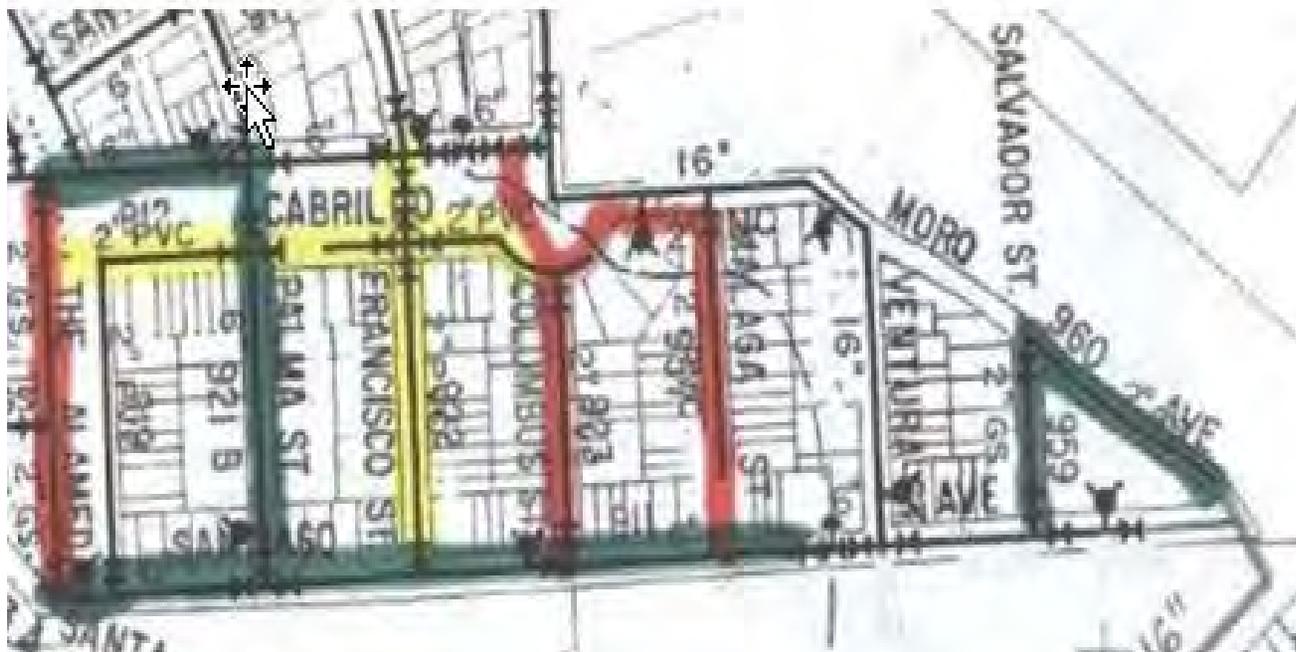
Funding for this project is included in the Fiscal Year 2013/2014 Capital Improvement Program Budget in the amount of \$246,000.

AVENUE CABRILLO PIPELINE REPLACEMENT PROJECT

PHASE 1 - RED

PHASE 2 - YELLOW

PHASE 3 - GREEN



STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: July 9, 2013

Report

Date: July 5, 2013

Subject: General Manager's Report

Recommendation:

None. Information only.

Background:

I'd like to highlight the following this month:

1. Effect of the Rim Fire on SFPUC water supply.

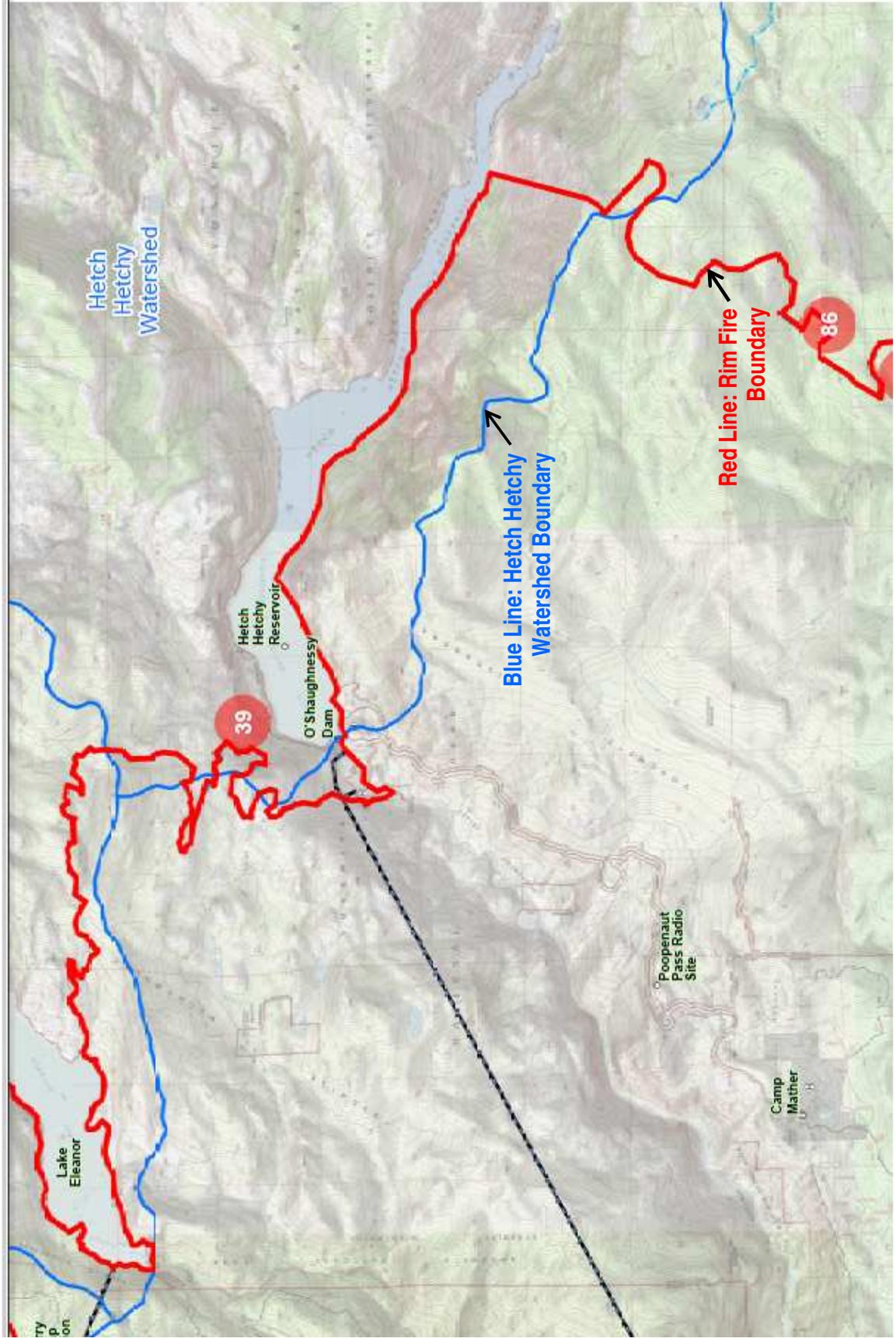
SFPUC staff did an excellent job of keeping BAWSCA and the wholesale customers informed of the impacts of the Rim Fire and the plans in place to deal with its potential effects on the Hetch Hetchy water supply.

Although the fire reached the Hetch Hetchy watershed and some news reports implied a significant threat to water quality, there has been no detectable impact. Turbidity of the water flowing from the reservoir at a depth of 260 feet has remained at a constant, very low level. Depth profile samples taken last week when SFPUC staff could first access the reservoir indicated no significant change from pre-fire results. Because the fire has only affected 1% of the Hetch Hetchy watershed and the area involved is largely steep and rocky, SFPUC staff does not believe that high turbidity runoff into the reservoir will be an issue. The attached figure shows the extent of the fire and the watershed boundary.

2. Leak on Highway 92 potable water pipeline.

On September 5, District staff confirmed a leak east of La Nebbia Winery on the 12 inch welded steel potable water pipeline that runs next to Highway 92. This is the second leak on this pipeline within the last month and the third to occur recently near that location. These leaks further indicate the deteriorated condition of this pipeline, which is one of the oldest in the District. Repair of the September 5 leak has been particularly challenging due to the need to remove a very large eucalyptus tree between the pipe and the highway and to the water pipe's proximity to the PG&E high pressure gas line feeding the coastside. Staff will develop contingency plans to improve our response to additional leaks which may occur and evaluate options for accelerating replacement of this pipeline.

Rim Fire Boundary in Hetch Hetchy Watershed September 3, 2013



MONTHLY REPORT

To: David Dickson, General Manager
From: Joe Guistino, Superintendent of Operations
Agenda: September 10, 2013

Report
Date: September 4, 2013

Monthly Highlights

El Granada Tank 2 Renovation

Work has started on phase 1 of this project. The retaining wall is up and the site is being graded.

Main Break on Highway 92

A large hole in the 12" welded steel treated water line resulted in a loss of 600,000 gallons of water directly into Apanolia Creek. No environmental damage was observed.

Source of Supply

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

System Improvements

Denniston Coagulation Tank

Crews replaced the drain valves on the Denniston coagulation tank since they were hard to operate and at the end of their useful life. The crew added an extension on the operating nuts to make them more ergonomic and easier to operate.

Lighting

Crews installed improved lighting over the chemical feed area at Nunes WTP.

Potassium Permanganate Screens

Treatment staff installed clean-out screens on the inlet line to the potassium permanganate pumps, eliminating problems with grit getting into the check valves of the pumps.

Other Activities Update:

Main Break on Highway 92

Around 8 pm on Saturday, 10 August, the 12" welded steel treated water main feeding the customers along highway 92 failed at the Apanolia Creek crossing. We estimate that we lost 600,000 gallons of water before we could get the line repaired. Crews inspected the Apanolia and Pilarcitos creeks where accessible and did not note any erosion damage or fish kills. The incident was reported to the Regional

Water Quality Control Board on Sunday, 11 August. The cause of the failure was pipe corrosion.

San Benito Pipeline Replacement

This is a 2" galvanized pipeline replacement project on the 600 block of San Benito Street south of Miramontes Street. We will be replacing 180' of the galvanized pipe with 4" ductile iron. The award of contract and notice to proceed were sent to Andreini Brothers Construction in August. We expect the project to be complete in September.

Harbor District Valve Replacement

We are in the planning phase of the Pillar Point Harbor valve replacement and backflow installation project. We are coordinating the install and modifications with the Harbor District in order to have as little impact as possible on the activities in the harbor.

Montecito Street Pressure Reducing Valve (PRV) Replacement

Andreini Bros. completed the replacement of the PRV at the junction of Montecito Street and Avenue Balboa in El Granada. This is the 4th valve to be replaced, with 7 more to go.

Safety/Training/Inspections/Meetings

Meetings Attended

- 13 August - Gave a presentation at the Backflow Ordinance Public Hearing.
- 14 August - Conference call with EKI, National Park Service (NPS) and Peninsula Open Space Trust (POST) on dredging spoils usage on a POST project.
- 14 August - Bay Area Water Supply and Conservation Agency (BAWSCA) Water Quality Committee meeting.
- 16 and 22 August - Met with Operation & Maintenance Supervisors to discuss changes in schedule.
- 20 August - All employee meeting.
- 26 August - Rim Fire update teleconference.

Safety Meetings and Training

There was no safety committee meeting scheduled for August.

The monthly CINTAS safety training on 14 August was on Electrical Safety, Lockout/Tagout Training and Excavation Safety. Patterson, Damrosch, Davis, Jack Whelen, Marshall Whelen, and Donovan were in attendance from Coastside County Water District (CCWD).

All field staff received Forklift Certification Training on Wednesday, 28 August.

Tailgate safety sessions in July

- 6 August - Snake Bites: An Uncommon, But Severe, Outdoor Hazard
- 12 August - Understanding Material Safety Data Sheets (MSDSs)
- 19 August - Trench Safety: Serious Business
- 26 August - Know What's Below: Call 811 Before You Dig

Other Training/Personnel Issues

- Started recruitment process for Treatment/Distribution Operator
- On 27 August, Treatment Supervisor Donovan sat on an interview panel for North Coast County Water District recruitment of a Maintenance Worker.

Projects

Hydraulic Model

Kennedy/Jenks Engineering is in the process of updating the hydraulic model of our distribution system. Staff will be conducting a series of hydrant tests in September with the assistance of the Coastside Fire Protection District to assist in calibrating the model. We are also in the process of acquiring static pressures from all of the hydrants in the system.

El Granada Tank 2 Renovation

District Engineer Jim Teter and I have been reviewing submittals for this important project. The contractor started work on Phase I of the project on 22 August. They have started excavation and completed the block retaining wall.

Avenue Cabrillo Project Phase 2

District Engineer Jim Teter completed the bid specs and drawings and they were reviewed by District Staff. A request for proposal was sent out in July with the bid opening date set for Tuesday, 3 September, at 14:00. Andreini Bros. Construction was the low bidder at \$332,855, exceeding the engineer's estimate of \$246,000.

STAFF REPORT

To: Board of Directors
From: Cathleen Brennan, Water Resources Analyst
Agenda: September 10, 2013
Subject: Water Resources

This informational report includes:

- Fiscal Year 2013 Summary of the District’s Clothes Washer Rebate Program
-

The District participated in a regional high efficiency clothes washer rebate program with the Bay Area Water Supply and Conservation Agency (BAWSCA) and Pacific Gas and Electric (PG&E). This joint water and energy rebate program was designed to offer customers of PG&E and participating water agencies a rebate from both utilities with one application. Information is available on-line at <http://www.waterenergysavings.com/> on high efficiency clothes washer rebate programs.

The District’s program offered qualifying applicants a \$100 rebate, with each utility contributing \$50 towards the total rebate. In fiscal year 2013, qualifying clothes washers had to meet the Tier 3 standards of the Consortium for Energy Efficiency (CEE). Tier 3 was the highest efficiency level with a maximum water factor of 4.0, which means that a maximum of 4 gallons is required for each cubic foot of laundry. The modified energy factor for Tier 3 was 2.40, which means that it takes a maximum of 1- kWh of electricity to wash and dry 2.4 cubic feet of laundry.

The District approved 121 rebate applications, denied 4 and performed 17 inspections to verify installation. The District’s goal is to inspect at least 10 percent of all clothes washer rebates. Staff time is estimated at about 2.5 hours a week to process rebate applications, enter data and perform inspections. The average water factor of rebated washing machines was 3.43 and the average purchase price of rebated washing machines was \$756.

Number of Rebates Approved	Number of Inspections Performed	Total Cost of Rebates Approved by the District	PG&E and BAWSCA Fees Charged to the District	Estimated Annual Water Savings (gallons)
121	17	\$6,050	\$1,667	787,020
			\$7,717	