

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

SPECIAL CLOSED SESSION

Tuesday - September 11, 2007 - 5:30 p.m.

AGENDA

1) CLOSED SESSION

A. Conference with Labor Negotiators

Agency Designated Representative: Legal Counsel
Employees: Administrative Assistant, Office Manager,
Superintendent of Operations, Public Outreach/Program
Development/Water Resources Analyst

B. Conference with Labor Negotiator (Gov. Code Section 54957.6)

Designated Representative: Board President Jim Larimer
Unrepresented Employee - General Manager

C. Conference with Real Property Negotiators (Cal. Govt. Code §54956.8(b): -

Property: Vacant land on north side of Magellan Ave opposite the terminus of
The Crossways, in unincorporated San Mateo County (APN 048-021-130)
Property Owners: Martha E. Bishop, as to an undivided one-third (1/3) interest;
Robert E. and Helen J. Carey, Trustees of the Isabella Trust dated November 6,
2001, as to an undivided one-third (1/3) interest and Philomena, LLC, as to an
undivided one-third (1/3) interest
Agency Negotiator: Legal Counsel
Negotiating Parties: District and Property Owners
Subject Matter: Price and terms of acquisition of a temporary construction easement

Property: Vacant land commonly known as "Mirada Surf
Property" in unincorporated San Mateo County along
Santiago Avenue in El Granada
Property Owner: County of San Mateo
Agency Negotiator: Legal Counsel
Negotiating Parties: District and Property Owner
Subject Matter: Price and terms of acquisition of pipeline easement

2) RECONVENE TO OPEN SESSION

Public report of closed session action.

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MEETING OF THE BOARD OF DIRECTORS

Tuesday, September 11, 2007 – 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 August 31, 2007 – Claims: \$727,663.59 Payroll: \$61,315.27 for a total of \$788,978.86 ([attachment](#))
- B. Acceptance of Financial Reports ([attachment](#))
- C. Minutes of the August 21, 2007 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 ([attachment](#))
- G. August 2007 Leak Report ([attachment](#))
- H. Rainfall Reports ([attachment](#))
- I. San Francisco Public Utilities Commission Hydrological Conditions Report for August 2007 ([attachment](#))
- J. Engineering Projects Received for Review during August 2007 ([attachment](#))
- K. Acceptance of Magellan Avenue (048-021-230) – Non Complex Pipeline Extension ([attachment](#))

5) PUBLIC OUTREACH/PROGRAM DEVELOPMENT/WATER RESOURCES ANALYST'S REPORT

- A. Monthly Water Resources Report ([attachment](#))
- B. Water Shortage & Drought Contingency Plan – Monthly Update Report ([attachment](#))
- C. Advisory Committee Reports ([attachment](#))
 - Meeting of the San Francisco Public Utilities Commission Policy Advisory and Future Water Resources Committee – (Directors Mickelsen & Feldman; Staff: Joe Guistino & Cathleen Brennan) –
 - August 24, 2007 – Information item
 - August 29, 2007

- Meeting of the External Affairs Committee - (Directors Mickelsen and Ascher; Staff: Joe Guistino and Cathleen Brennan) - August 23, 2007 ([attachment](#))
 - (1) Association of California Water Agencies (ACWA) Region 5 – Election for 2008-2009 Term
 - (2) ACWA Committee Consideration
 - (3) California Special District’s Association – (CSDA) Board of Directors Election 2007
 - (4) CSDA Committee and Volunteer Interest Form

6) SUPERINTENDENT OF OPERATION’S REPORT

- A. Superintendent of Operations Monthly Report ([attachment](#))

7) DISTRICT ENGINEER’S REPORT

- A. El Granada Phase 3 Pipeline Replacement Project ([attachment](#))
B. District Engineer Work Status Report ([attachment](#))
C. Addendum to Agreement with J.M. Turner Engineering, Inc. to Perform Structural Design Services for the Denniston Water Treatment Plant Modifications Portion of the Short-Term Water Treatment Plant Improvements Project ([attachment](#))

8) GENERAL BUSINESS

- A. Consider Resolution No. 2007-__, recognizing certain employee classifications within Operations Division as separate bargaining unit and the Teamsters Union, Local 856 as the unit’s exclusive representative ([attachment](#))
B. Consider Resolution No. 2007-__, adopting temporary salary adjustment for certain management employees pending General Manager Appointment ([attachment](#))
C. Consider Resolution Nos. 2007-__ approving quitclaim deed and 2007-__ approving agreement, deed and exchange of easements for APN 047-330-010 (Mirada Surf Parcel; Owner: County of San Mateo) ([attachment](#))

9) ATTORNEY’S REPORT

- A.** ACWA Legal Affairs Committee – Consideration Form Renewal
([attachment](#))

10) AGENDA ITEMS / DIRECTOR COMMENTS / MEETINGS ATTENDED

11) ADJOURNMENT

APPENDICES

- Advisory Committee Meetings
 - Meeting of the San Francisco Public Utilities Commission Policy Advisory and Future Water Resources Committee – (Directors Mickelsen & Feldman; Staff: Joe Guistino & Cathleen Brennan) –
 - August 24, 2007 – (*Agenda Item 5C*)
 - August 29, 2007 – (*Agenda Item 5C*)
 - September 10, 2007 – (*Agenda Item 5C*)
 - External Affairs Committee – (Directors Ascher & Mickelsen; Staff: Joe Guistino & Cathleen Brennan) – August 23, 2007 – (*Agenda Item 5C*)
- Superintendent of Operations/ Acting General Manager Meetings
 - Denniston Reservoir Intake Dredging Meeting – August 22, 2007 Present: Joe Guistino, Jim Steele, Tim Frahm, Steve Twitchell, Sean Donovan – (*Agenda Item 6A*)
 - Montara Water & Sanitary District Tour – August 23, 2007 – Present: Joe Guistino, Clemens Heldmaier Denniston – (*Agenda Item 6A*)
 - Storage Tank Modification Kick-off – September 6, 2007 – Present: Joe Guistino, Jim Teter, Steve Twitchell, John Davis, Sean Donovan, Mark Stoloski – (*Agenda Item 6A*)
- Public Outreach/Program Development/Water Resources Analyst’s Meetings:
 - Bay Area Water Supply and Conservation Agency (BAWSCA) – Technical Advisory Committee Meeting – August 20, 2007 – (*Agenda Item 5A*)

- San Francisco Public Utilities Wholesale Customer Quarterly Meeting on System Operations – August 22, 2007(*Agenda Item 5A*)
- San Francisco Bay Area Water Conservation Coordinators Meeting – August 30, 2007 – (*Agenda Item 5A*)
- Bay Area Water Supply and Conservation Agency – Technical Advisory Committee Meeting – September 6, 2007) (*Agenda Item 5A*)

- Meetings Scheduled
 - Director Ascher
 - Association of California Water Agencies (ACWA) – Region 5 Meeting/Reception – September 16-17, 2007 – Cambria, CA
 - ACWA 2007 Fall Conference & Exhibition – November 27-30, 2007 – Indian Wells
 - Director Feldman
 - California Special District’s Association (CSDA) 38th Annual Conference – October 1-4, 2007 – Monterey, CA

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Void Amount</u>	<u>Check Amount</u>
9948	BRU02	JON BRUCE	08/08/2007	0.00	584.73
9949	ALL04	ALLIED WASTE SERVICES #925	08/10/2007	0.00	205.65
9950	ALV01	ALVES PETROLEUM, INC.	08/10/2007	0.00	1,938.55
9951	ASS01	ACWA SERVICES CORPORATION	08/10/2007	0.00	15,249.30
9952	ATT01	AT&T MOBILTY	08/10/2007	0.00	530.35
9953	BAR05	DEBORAH BARRELLA	08/10/2007	0.00	175.03
9954	BOA01	BOAT COUNTRY	08/10/2007	0.00	2,151.62
9955	COA 08	COASTSIDE COUNTY WATER DISTRIC	08/10/2007	0.00	30.00
9956	COA 15	COASTSIDE NET, INC	08/10/2007	0.00	59.95
9957	FIR06	FIRST NATIONAL BANK	08/10/2007	0.00	784.89
9958	HAL09	HMB CHAMBER OF COMMERCE	08/10/2007	0.00	95.00
9959	KAI01	KAISER FOUNDATION HEALTH	08/10/2007	0.00	8,353.00
9960	CIT 01	CITY OF HALF MOON BAY	08/13/2007	0.00	47.00
9961	HAR03	HARTFORD LIFE INSURANCE CO.	08/13/2007	0.00	1,823.00
9962	PAC 01	PACIFIC GAS & ELECTRIC CO.	08/13/2007	0.00	57,459.09
9963	PAC02	PACIFICA CREDIT UNION	08/13/2007	0.00	687.00
9964	VAL01	VALIC	08/13/2007	0.00	1,495.00
9965	ASC01	EVERETT ASCHER	08/24/2007	0.00	41.71
9966	CIT 01	CITY OF HALF MOON BAY	08/24/2007	0.00	117.00
9967	DEP01	DEPARTMENT OF FISH & GAME STATE OF CALIF	08/24/2007	0.00	5,600.00
9968	HAR03	HARTFORD LIFE INSURANCE CO.	08/24/2007	0.00	1,823.00
9969	LAR01	JAMES LARIMER	08/24/2007	0.00	149.12
9970	MET06	METLIFE SBC	08/24/2007	0.00	1,292.32
9971	PAC02	PACIFICA CREDIT UNION	08/24/2007	0.00	687.00
9972	STA 03	CA DHS DRINKING WATER PROGRAM	08/24/2007	0.00	45.00
9973	VAL01	VALIC	08/24/2007	0.00	1,495.00
9974	SAN 09	SAN MATEO COUNTY DEPT. OF	08/23/2007	0.00	1,000.00
9975	ADP01	ADP, INC.	08/28/2007	0.00	578.55
9976	AMC01	AM CONSERVATION GROUP	08/28/2007	0.00	867.00
9977	AME09	AMERICAN WATER WORKS ASSOC.	08/28/2007	0.00	523.50
9978	AND01	ANDREINI BROS. INC.	08/28/2007	0.00	910.97
9979	ANG01	ANGELO'S MUFFLER	08/28/2007	0.00	49.75
9980	ASS06	ACWA / JPIA	08/28/2007	0.00	45,098.00
9981	ATC01	ATCHISON, BARISONE	08/28/2007	0.00	7,746.22
9982	AZT01	AZTEC GARDENS	08/28/2007	0.00	190.00
9983	BAS01	BASIC CHEMICAL SOLUTION, LLC	08/28/2007	0.00	7,593.80
9984	BAY07	BAY AREA WATER SUPPLY &	08/28/2007	0.00	967.20
9985	BAY10	BAY ALARM COMPANY	08/28/2007	0.00	606.00
9986	BFI02	BFI OF CALIFORNIA, INC.	08/28/2007	0.00	76.00
9987	BLU01	BPS REPROGRAPIC SERVICES	08/28/2007	0.00	4,862.38
9988	BRO04	HARRY BROWN	08/28/2007	0.00	350.00
9989	CAL08	CALCON SYSTEMS, INC.	08/28/2007	0.00	1,840.00
9990	CAL15	CALIFORNIA URBAN WATER	08/28/2007	0.00	300.51
9991	CAL31	CALIFORNIA OVERNIGHT	08/28/2007	0.00	426.13
9992	CAR02	CAROLYN'S CLEANING SERVICE	08/28/2007	0.00	425.00
9993	CIN01	CINTAS FIRST AID & SAFETY	08/28/2007	0.00	103.77
9994	CIT 01	CITY OF HALF MOON BAY	08/28/2007	0.00	61,850.00
9995	COA19	COASTSIDE COUNTY WATER DIST.	08/28/2007	0.00	124.49
9996	CUS01	D/B/A CUSTOM TRUCK CUSTOM TOPS, INC.	08/28/2007	0.00	725.28
9997	DAT01	DATAPROSE	08/28/2007	0.00	3,372.36
9998	EIP 01	EIP ASSOCIATES, INC.	08/28/2007	0.00	5,489.95
9999	FIR06	FIRST NATIONAL BANK	08/28/2007	0.00	3,511.33
10000	GER 01	GERBOTH FIRE EXTINGUISHER	08/28/2007	0.00	486.34
10001	GOL04	GOLDEN STATE FLOW MEASUREMENT	08/28/2007	0.00	428.11
10002	GRA 01	GRANDFLOW, INC.	08/28/2007	0.00	566.09
10003	GRA 03	GRAINGER, INC.	08/28/2007	0.00	1,125.72
10004	GRA07	THE GRAPHIC WORKS	08/28/2007	0.00	140.00
10005	HAC01	HACH CO., INC.	08/28/2007	0.00	6,361.45
10006	HAL 01	HMB BLDG. & GARDEN INC.	08/28/2007	0.00	121.63
10007	HAL24	H.M.B.AUTO PARTS	08/28/2007	0.00	44.50
10008	IRO01	IRON MOUNTAIN	08/28/2007	0.00	201.69
10009	irv01	IRVINE, DAVID E.	08/28/2007	0.00	3,105.00

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Void Amount</u>	<u>Check Amount</u>
10010	IRV02	IRVINE, DAVID E.	08/28/2007	0.00	74.40
10011	JAF01	JAFCO	08/28/2007	0.00	1,300.63
10012	LAN04	RICOH AMERICAS CORPORATION	08/28/2007	0.00	809.87
10013	LUN01	CRAIG LUNOW	08/28/2007	0.00	63.50
10014	MAT01	KENNETH MATTSON	08/28/2007	0.00	124.00
10015	MAZ01	MAZE & ASSOCIATES, INC.	08/28/2007	0.00	250.00
10016	MET05	METRO MOBILE COMMUNICATIONS	08/28/2007	0.00	658.01
10017	MIS01	MISSION UNIFORM SERVICES INC.	08/28/2007	0.00	816.61
10018	MON07	MONTEREY COUNTY LAB	08/28/2007	0.00	7,186.67
10019	NAT08	NATIONAL SEMINARS GROUP	08/28/2007	0.00	169.00
10020	NOR04	NORM ARMSTRONG ROOFING, INC.	08/28/2007	0.00	758.00
10021	OCE04	OCEAN SHORE CO.	08/28/2007	0.00	461.17
10022	OFF01	OFFICE DEPOT	08/28/2007	0.00	1,479.44
10023	PAC 01	PACIFIC GAS & ELECTRIC CO.	08/28/2007	0.00	1,863.66
10024	PRY01	FRED PRYOR SEMINARS &	08/28/2007	0.00	99.00
10025	RAD 01	STRAWFLOWER ELECTRONICS	08/28/2007	0.00	32.42
10026	RED02	RED WING SHOE STORE	08/28/2007	0.00	140.00
10027	ROB 01	ROBERTS & BRUNE CO.	08/28/2007	0.00	12,157.01
10028	ROG01	ROGUE WEB WORKS, LLC	08/28/2007	0.00	337.50
10029	SAN 03	SAN FRANCISCO WATER DEPT.	08/28/2007	0.00	156,712.30
10030	SBC02	AT&T	08/28/2007	0.00	1,030.64
10031	SBC03	AT&T LONG DISTANCE	08/28/2007	0.00	123.77
10032	SER03	SERVICE PRESS	08/28/2007	0.00	744.36
10033	SEW 01	SEWER AUTH. MID- COASTSIDE	08/28/2007	0.00	460.00
10034	SIE 02	SIERRA CHEMICAL CO.	08/28/2007	0.00	7,249.71
10035	STE02	JIM STEELE	08/28/2007	0.00	650.00
10036	STO 01	STOLOSKI & GONZALEZ, INC.	08/28/2007	0.00	14,036.00
10037	TAI01	MARGARET TAIT	08/28/2007	0.00	124.00
10038	TAI02	TAIT ENVIRONMENTAL SYSTEMS	08/28/2007	0.00	200.00
10039	TET 01	JAMES TETER	08/28/2007	0.00	15,901.37
10040	UB*00376	MARION & GORDON KULLBERG	08/28/2007	0.00	49.37
10041	UB*00377	KATHLEEN ROPER	08/28/2007	0.00	15.77
10042	UB*00378	SHERI WAGENER	08/28/2007	0.00	50.00
10043	UB*00379	LUKE HUGHES	08/28/2007	0.00	7.50
10044	UB*00380	CATHY VON HUSEN	08/28/2007	0.00	50.00
10045	UB*00381	SINDY BROWN	08/28/2007	0.00	55.78
10046	UB*00382	LYNN HARPER	08/28/2007	0.00	43.08
10047	UB*00383	HELEN WOOD	08/28/2007	0.00	70.04
10048	UB*00384	HELEN CONAGHAN	08/28/2007	0.00	43.48
10049	UB*00385	DANIEL LONG/HEIDI KOBARA	08/28/2007	0.00	43.14
10050	UB*00386	FILOMENA MCPHERSON	08/28/2007	0.00	41.58
10051	UB*00387	JOHN/MARY ROSE BIANCHI	08/28/2007	0.00	87.64
10052	UB*00388	JOHN/MARY ROSE BIANCHI	08/28/2007	0.00	38.54
10053	UB*00389	ANDRES AVILES FLORES	08/28/2007	0.00	34.87
10054	UB*00390	SAMUEL RAMOS/SHUYING YE	08/28/2007	0.00	74.69
10055	UB*00391	JOSIE LEFLER	08/28/2007	0.00	28.77
10056	UB*00392	MICHAEL READ	08/28/2007	0.00	61.66
10057	UB*00393	WILLIAM CUNHA	08/28/2007	0.00	59.49
10058	UND 01	UNDERGROUND SERVICE ALERT	08/28/2007	0.00	272.76
10059	UNI 09	UNION BANK OF CALIFORNIA	08/28/2007	0.00	235,350.61
10060	UPS01	UPS STORE	08/28/2007	0.00	12.15
10061	USA01	USA BLUE BOOK	08/28/2007	0.00	71.60
Report Total:				0.00	727,663.59

**General Ledger
Period Budget Analysis**

**Coastside County Water District
August 2007**

<u>Account</u>	<u>Description</u>	<u>August 2007</u>	<u>Budget</u>	<u>Variance</u> Over/(Under) Budget	<u>% Variance</u> Over/(Under) Budget	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance</u> Over/(Under) Budget	<u>% Variance</u> Over/(Under) Budget
REVENUE									
4120-00	Water Revenue - All Areas	401,535.12	462,023.00	(60,487.88)	(13.09)	1,045,996.94	1,108,820.00	(62,823.06)	(5.67)
4170-00	Water Taken From Hydrants	1,626.36	2,083.33	(456.97)	(21.93)	2,111.14	4,166.66	(2,055.52)	(49.33)
4180-00	Late Notice - 10% Penalty	4,688.93	5,000.00	(311.07)	(6.22)	8,431.85	10,000.00	(1,568.15)	(15.68)
4230-00	Service Connections	397.32	500.00	(102.68)	(20.54)	895.78	1,000.00	(104.22)	(10.42)
4920-00	Interest Earned	0.00	0.00	0.00	0.00	36,303.76	22,798.00	13,505.76	59.24
4925-00	Interest Revenue T&S Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4927-00	Interest Revenue Bond Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4930-00	Tax Apportionments/Cnty Checks	1,219.93	1,500.00	(280.07)	(18.67)	21,628.35	16,500.00	5,128.35	31.08
4950-00	Miscellaenous Income	13,828.40	6,000.00	7,828.40	130.47	17,625.58	12,000.00	5,625.58	46.88
4960-00	CSP Assm. Dist. Processing Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4965-00	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4235-00	CSP Connection T & S Fees	0.00	0.00	0.00	0.00	10,455.00	0.00	10,455.00	0.00
4970-00	Wavecrest Reserve Conn. Fees	3,345.60	0.00	3,345.60	0.00	6,691.20	0.00	6,691.20	0.00
REVENUE Totals		426,641.66	477,106.33	(50,464.67)	(10.58)	1,150,139.60	1,175,284.66	(25,145.06)	(2.14)
EXPENSES									
5000-00	Gen. Oper. Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5130-00	Water Purchased	156,712.30	139,407.00	17,305.30	12.41	156,712.30	300,140.00	(143,427.70)	(47.79)
5710-00	Deprec. Trucks, Tools, Equip	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5230-00	Pump Exp, Nunes T P	1,607.09	1,439.00	168.09	11.68	1,607.09	2,971.00	(1,363.91)	(45.91)
5231-00	Pump Exp, CSP Pump Station	43,539.31	42,459.00	1,080.31	2.54	43,539.31	93,124.00	(49,584.69)	(53.25)
5232-00	Pump Exp, Trans. & Dist.	2,427.60	2,579.00	(151.40)	(5.87)	2,427.60	5,605.00	(3,177.40)	(56.69)
5233-00	Pump Exp, Pilarcitos Can.	3,196.17	0.00	3,196.17	0.00	3,196.17	0.00	3,196.17	0.00
5234-00	Pump Exp. Denniston Proj.	6,187.11	6,532.00	(344.89)	(5.28)	6,187.11	14,106.00	(7,918.89)	(56.14)
5242-00	CSP Pump Station Operations	771.46	1,775.00	(1,003.54)	(56.54)	771.46	3,873.00	(3,101.54)	(80.08)
5235-00	Denniston T.P. Operations	9,525.85	7,432.00	2,093.85	28.17	9,563.50	16,050.00	(6,486.50)	(40.41)
5236-00	Denniston T.P. Maintenance	2,067.02	2,750.00	(682.98)	(24.84)	3,833.06	5,500.00	(1,666.94)	(30.31)
5240-00	Nunes T P Operations	14,678.52	11,390.00	3,288.52	28.87	15,223.05	24,993.00	(9,769.95)	(39.09)
5241-00	Nunes T P Maintenance	918.87	4,033.00	(3,114.13)	(77.22)	1,102.20	8,066.00	(6,963.80)	(86.34)
5243-00	CSP Pump Station Maintenance	0.00	5,100.00	(5,100.00)	(100.00)	700.00	10,200.00	(9,500.00)	(93.14)
5245-00	Alves/Miramontes Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5400-00	Trans & Dist. Exp.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5318-00	Studies/Surveys/Consulting	211.75	5,000.00	(4,788.25)	(95.77)	3,416.20	10,000.00	(6,583.80)	(65.84)
5321-00	Water Conservation	2,229.71	4,458.33	(2,228.62)	(49.99)	2,229.71	8,916.66	(6,686.95)	(74.99)
5322-00	Community Outreach	0.00	2,022.50	(2,022.50)	(100.00)	150.00	4,045.00	(3,895.00)	(96.29)
5500-00	General Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5620-00	Office Supplies & Expense	10,377.50	9,279.16	1,098.34	11.84	13,627.05	18,558.32	(4,931.27)	(26.57)
5621-00	Computer Services	4,058.71	2,364.16	1,694.55	71.68	8,633.66	6,828.32	1,805.34	26.44

**General Ledger
Period Budget Analysis**

August 2007

<u>Account</u>	<u>Description</u>	<u>August 2007</u>	<u>Budget</u>	<u>Variance</u>	<u>% Variance</u>	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance</u>	<u>% Variance</u>
				Over/(Under) Budget	Over/(Under) Budget			Over/(Under) Budget	Over/(Under) Budget
5625-00	Meetings / Training / Seminars	3,368.56	2,333.33	1,035.23	44.37	3,368.56	4,666.66	(1,298.10)	(27.82)
5630-00	Insurance	73,391.78	32,844.41	40,547.37	123.45	100,535.20	81,938.82	18,596.38	22.70
5681-00	Legal	6,381.22	4,750.00	1,631.22	34.34	6,381.22	9,500.00	(3,118.78)	(32.83)
5682-00	Engineering	954.00	2,500.00	(1,546.00)	(61.84)	954.00	5,000.00	(4,046.00)	(80.92)
5683-00	Financial Services	250.00	2,941.66	(2,691.66)	(91.50)	250.00	5,883.32	(5,633.32)	(95.75)
5685-00	Board Meeting Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5686-00	Miscellaneous Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5687-00	Membership, Dues, Subscript.	803.50	4,080.41	(3,276.91)	(80.31)	5,946.50	8,160.82	(2,214.32)	(27.13)
5688-00	Election Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5690-00	Interest Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5700-00	San Mateo County Fees	0.00	250.00	(250.00)	(100.00)	0.00	500.00	(500.00)	(100.00)
5701-00	Property Taxes	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5705-00	State Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5711-00	Debt Service - Existing Bonds	235,350.61	235,485.00	(134.39)	(0.06)	235,350.61	235,485.00	(134.39)	(0.06)
5712-00	Debt Service - Proposed Bonds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5713-00	Contribution to CIP & Reserves	34,310.75	34,310.75	0.00	0.00	68,621.50	68,621.50	0.00	0.00
5714-00	Transfer of Conn Fees to CSP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5725-00	Debt Issuance Amortization Exp	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5743-00	CSP Assm. Dist. Processing Fee	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5744-00	Capital Replacement Contr.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5411-00	Salaries & Wages - Field	65,551.24	62,134.54	3,416.70	5.50	127,561.96	124,269.08	3,292.88	2.65
5610-00	Salaries/Wages - Administration	32,399.73	43,630.84	(11,231.11)	(25.74)	66,301.54	87,261.68	(20,960.14)	(24.02)
5640-00	Employees Retirement Plan	-813.88	27,298.00	(28,111.88)	(102.98)	11,479.12	54,596.00	(43,116.88)	(78.97)
5684-00	Payroll Tax Expense	7,463.82	7,660.46	(196.64)	(2.57)	14,816.42	15,320.92	(504.50)	(3.29)
5412-00	Maintenance - General	10,321.19	12,048.00	(1,726.81)	(14.33)	18,699.33	24,096.00	(5,396.67)	(22.40)
5414-00	Motor Vehicle Expense	4,100.11	4,208.33	(108.22)	(2.57)	5,633.23	8,416.66	(2,783.43)	(33.07)
5415-00	Maintenance - Well Fields	0.00	1,376.00	(1,376.00)	(100.00)	350.92	2,752.00	(2,401.08)	(87.25)
5745-00	CSP Connect. Reserve Contribu.	0.00	0.00	0.00	0.00	10,455.00	0.00	10,455.00	0.00
5746-00	Wavecrest CSP Connt. Reserve	3,345.60	0.00	3,345.60	0.00	6,691.20	0.00	6,691.20	0.00
EXPENSE Total		735,687.20	725,871.88	9,815.32	1.35	956,315.78	1,269,444.76	(313,128.98)	(24.67)
REVENUE Total		426,641.66	477,106.33	(50,464.67)	(10.58)	1,150,139.60	1,175,284.66	(25,145.06)	(2.14)
EXPENSE Total		735,687.20	725,871.88	9,815.32	1.35	956,315.78	1,269,444.76	(313,128.98)	(24.67)
INCOME Total		(309,045.54)	(248,765.55)			193,823.82	(94,160.10)		

COASTSIDE COUNTY WATER DISTRICT

INVESTMENT REPORT

August 31, 2007

		<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			\$135,038.93			\$135,038.93
CSP T&S ACCOUNT					\$977,466.80	\$977,466.80
TOTAL FIRST NATIONAL BANK	\$0.00	\$0.00	\$135,038.93	\$0.00	\$977,466.80	\$1,112,505.73
CASH WITH L.A.I.F	\$297,900.00	\$700,000.00	\$1,629,189.85	\$267,655.14	\$2,871,247.10	\$5,765,992.09
UNION BANK - Project Fund Balance			\$5,357,985.80			\$5,357,985.80
CASH ON HAND	\$2,100.00					\$2,100.00
TOTAL DISTRICT CASH BALANCES	\$300,000.00	\$700,000.00	\$7,122,214.58	\$267,655.14	\$3,848,713.90	\$12,238,583.62
ASSESSMENT DISTRICT BALANCES						
<u>CASH IN FIRST NATIONAL BANK (FNB)</u>						
REDEMPTION ACCOUNT		\$ 67,333.94				
RESERVE ACCOUNT (Closed Account 8-4-04)		\$ -				
TOTAL ASSESSMENT DISTRICT CASH		\$ 67,333.94				
<i>This report is in conformity with CCWD's Investment Policy and there are sufficient funds to meet CCWD's expenditure requirements for the next three months.</i>						

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

August-07

<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	\$55,877	\$2,701,000	2.1%
Contingency		\$100,000	
TOTALS	\$55,877	\$2,801,000	2.0%

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

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

DATE: AUGUST 2007

DESCRIPTION	ACCT NO	CONTRACT AMOUNT	FY 07/08 ACTUAL TO DATE	FY 07/08 CIP BUDGET
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PIPELINE PROJECTS

Main Street/Hwy 92 Widening Project (Non-CSP Portion)	1120-93		\$102,048	\$650,000
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WATER TREATMENT PLANTS

Nunes Filter Media Replacement	1121-25		\$6,928	\$100,000
Nunes WTP- Filter BW Stations	1118-10			\$15,000
Nunes WTP -Raw Water Turbidimeter	1118-10		\$4,588	\$10,000
Nunes UST removal and replaced with AGST	1118-10			\$60,000
Nunes WTP -Plant Lighting	1118-10			\$15,000
Nunes WTP - Filter, BW, and SW Flow Meters Replacement	1118-10			\$12,000
Nunes WTP - Head Loss System Replacement	1118-10			\$15,000
Denniston WTP- Alarm Annunciator Panel	1118-11			\$3,000
Denniston WTP- Filter Valve Replacement	1118-11			\$75,000
Denniston WTP- Honeywell Recorder	1118-11			\$7,000
Denniston WTP- Filter Flow Meters	1118-11			\$6,000

FACILITIES & MAINTENANCE

Denniston Restoration	1120-03		\$671	\$26,000
Meter Pilot Program	1121-41			\$40,000
Meter Change Program	1117-06		\$261	\$16,000
City & County Projects (resurfacing/raising boxes)	1120-86			\$31,000
Replace shop roof	1118-01			\$8,000

EQUIPMENT PURCHASE & REPLACEMENT

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

Vehicle Replacement	1118-04			\$40,000
Computer System	1118-02			\$15,000
Office Equipment/Furniture	1118-02		\$5,380	\$20,000
SCADA/Telemetry	1121-82		\$659	\$125,000
New tapping machine	1118-03			\$6,000
Front-end Loader with Scraper Box	1118-04			\$50,000
Portable trailer light stand	1118-03		\$8,119	\$12,000
Valve and vacuum trailer	1118-04			\$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				\$80,000
Cahill Tank - Exterior paint and ladder replacement				\$160,000
PRV Valves Replacement Project				\$20,000
Wells- Flow Meter and Chart Recorders				\$25,000
CSP Motor and Pump Rehabilitation	1121-30			\$50,000

DENNISTON WTP (PRIORITY) IMPROVEMENTS

Denniston Short Term WTP Modifications - Subproject				\$842,000
DENNISTON STORAGE TANK MODIFICATION PROJECT	1121-40		\$435	\$686,000

NUNES WTP (PRIORITY) IMPROVEMENTS

Nunes WTP Short Term Modifications - Subproject				\$809,000
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COASTSIDE COUNTY WATER DISTRICT
NON-CRYSTAL SPRINGS CAPITAL IMPROVEMENT PROJECTS - FY 2007/2008

NON-BUDGETED ITEMS (CAPITAL EXPEDITURES)

- SAMPLE STATION (8/07)	1118-03	\$3,011
- SHOP ROOF (8/07)	1118-01	\$758
- BOAT W/OARS (8/07)	1118-11	\$2,152

TOTALS

\$135,008

\$4,227,000

**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
Sep-06	5,739	2,925				225	176	9,064
Oct-06	5,997	1,580	156	39	117	1,133	59	9,080
Nov-06	4,624	15	117	332	176	1,023		6,286
Dec-06	3,757	59		1,073	878	161		5,926
Jan-07	2,873		78	1,326	546			4,823
Feb-07	11,922	1,443		2,262	176		117	15,920
Mar-07	6,045	2,033		1,428	1,170			10,676
Apr-07	4,857	800	156	488	312			6,612
May-07	3,531	1,014	234	566	878		293	6,515
Jun-07	2,716	449	234	117	1,806			5,322
Jul-07	4,386	98	117	98	605	3		5,305
Aug-07	4,363	907	156	98	2,223			7,746
TOTAL	60,810	11,320	1,248	7,824	8,885	2,544	644	93,274

**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
Sep-06	995	13,974	456	4,445		19,870	
Oct-06	924	5,507	3,328	13,361	76	23,196	76
Nov-06	1,938	2,414	2,103	16,217		22,672	
Dec-06	924	684		3,703		5,311	
Jan-07	1,532	2,387	456	11,078		15,453	
Feb-07	1,684	3,544	1,064	5,690	684	12,665	684
Mar-07	2,095	867	532	13,605	1,286	18,384	533
Apr-07	3,623	530		11,127	1,961	17,240	152
May-07	1,228	13,388		3,965		18,581	
Jun-07	1,456	4,945		15,097		21,498	
Jul-07	2,507	15,158	659	2,175		20,499	
Aug-07	954	8,400		6,548		15,901	
TOTAL	19,858	71,797	8,598	107,012	4,007	211,271	1,445

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE SPECIAL CLOSED SESSION

Tuesday, August 21, 2007 - 5:00 p.m.

1) CLOSED SESSION

A. Conference with Labor Negotiators

Agency Designated Representatives: Acting GM, Legal Counsel
Employees: Operations Staff

B. Conference with Labor Negotiators

Agency Designated Representative: Legal Counsel
Employees: Administrative Assistant, Office Manager,
Superintendent of Operations

C. Conference with Real Property Negotiators (Cal. Govt. Code §54956.8(b):

Property: Vacant land on north side of Magellan Ave opposite the terminus of
The Crossways, in unincorporated San Mateo County (APN 048-021-130)
Property Owners: Martha E. Bishop, as to an undivided one-third (1/3) interest;
Robert E. and Helen J. Carey, Trustees of the Isabella Trust dated November 6,
2001, as to an undivided one-third (1/3) interest and Philomena, LLC, as to an
undivided one-third (1/3) interest
Agency Negotiator: Legal Counsel
Negotiating Parties: District and Property Owners
Subject Matter: Price and terms of acquisition of a temporary construction easement

Property: Vacant land commonly known as "Mirada Surf
Property" in unincorporated San Mateo County along
Santiago Avenue in El Granada
Property Owner: County of San Mateo
Agency Negotiator: Legal Counsel
Negotiating Parties: District and Property Owner
Subject Matter: Price and terms of acquisition of pipeline easement

2) RECONVENE TO OPEN SESSION

The Closed Session convened at 5:00 p.m. with President Larimer and Directors Ascher, Mickelsen, Coverdell and Feldman and Legal Counsel, Anthony Condotti. The meeting reconvened to open session at approximately 7:01 p.m.

President Larimer stated that the Board had just completed a two hour closed session meeting, and reported that the Board had recently been informed that the Field Crew wished to be represented by a Union, that the Board had accepted their proposal and would be passing a Resolution at the September 11, 2007 Board meeting, formally recognizing the representation. He also advised that the Board would be sending a letter to Union, notifying them of the impending Resolution.

President Larimer also reported action taken on item 1B of the Closed Session, stating that the Board had decided, that in the absence of a General Manager, with some of the District employees working overtime and fulfilling the extra duties that have been required of them to perform the General Manager responsibilities, that the Board would be passing a Resolution at the September 11, 2007 Board meeting, and would be providing monetary compensation for the efforts that the Superintendent/Acting General Manager, Public Outreach/Program Development/Water Resources Analyst, Office Manager and Administrative Assistant have been expending in performing these extra functions and responsibilities.

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

July 20, 2007

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

Also present were; Tony Condotti, Legal Counsel; Joe Guistino, Acting General Manager/Superintendent of Operations; Cathleen Brennan, Public Outreach/Program Development /Water Resources Analyst;

JoAnne Whelen, Administrative Assistant /Recording Secretary, and Gina Brazil, Office Manager.

- 2) **PLEDGE OF ALLEGIANCE** - Everyone stood for the Pledge of Allegiance.
- 3) **PUBLIC ANNOUNCEMENTS** - There were no announcements from the public.
- 4) **CONSENT CALENDAR**
 - A. Requesting the Board to review disbursements for the month ending July 31, 2007 - Claims: \$443,428.29 Payroll: \$59,313.66 for a total of \$502,741.95
 - B. Acceptance of Financial Reports
 - C. Minutes of the July 10, 2007 Board of Directors Meeting
 - D. Minutes of the July 20, 2007 Special Board of Directors Meeting
 - E. Monthly Water Transfer Report
 - F. Installed Water Connection Capacity and Water Meters Report
 - G. Total CCWD Production Report
 - H. CCWD Monthly Sales by Category Report
 - I. July 2007 Leak Report
 - J. Rainfall Reports
 - K. San Francisco Public Utilities Commission Hydrological Conditions Report for July 2007
 - L. Engineering Projects Received for Review during July 2007
 - M. Correspondence: Letter received August 2, 2007 from Eddie & Linda Andreini

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

Director Ascher asked a few questions about the Monthly Leak Report for July, which were addressed by Mr. Guistino.

Director Feldman inquired about the Total CCWD Production Report and the un-metered water figure, which were also explained in detail by Mr. Guistino.

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

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

5) MEETINGS ATTENDED/SCHEDULED - BOARD OF DIRECTORS INCLUDING COMMITTEES, CUSTOMERS, OTHER AGENCIES, ETC.

A. Coastside County Water District Advisory Committee Meetings

- SFUC Policy Advisory & Future Water Resources Committee - Wednesday, July 25, 2007 - (Directors Mickelsen & Feldman, Staff: Joe Guistino & Cathleen Brennan)

Mr. Guistino reported on this committee meeting, explaining that the focus of the meeting was a discussion of strategies needed to form interagency programs with the intention to improve water systems to benefit the involved stakeholders. He then referenced the scheduled special presentation.

Special Presentation provided by Kellyx Nelson, Executive Director of the Resource Conservation District on the Pilarcitos Integrated Watershed Management Plan (IWMP) and Integrated Regional Water Management (IRWM).

Ms. Nelson addressed the Board, distributed a handout, and explained in detail, a summary of both the Pilarcitos Integrated Watershed Management Plan (IWMP) and the Integrated Regional Water Management (IRWM). She then addressed several questions from the each of the Board members. Director Mickelsen also provided input from his attendance at the recent meetings.

President Larimer thanked Ms. Nelson and stated that the Board is very interested in participating in this process, expects to be a major player, and hopes that we can move forward together and be

very serious about this process because the District sees this as being very viable to the communities' future.

- Water Quality Compliance Committee – Thursday, July 26, 2007 – (Directors Mickelsen & Feldman, Staff: Joe Guistino & Steve Twitchell)

Mr. Guistino reported on this meeting, which showed the present state of the District's monitoring process in regards to water quality. Featured at this meeting were the quarterly reports submitted to the State Department of Health Services. Discussion of the District's sampling procedures was also reviewed.

Director Mickelsen complimented the field staff on their performance in complying with all standards and in the way the District is conducting business and stated that the District has accomplished a lot in this area.

Director Coverdell also complimented Mr. Guistino and staff in rebuilding the relationship, and in the level of communication and reporting that has been established with the Department of Health Services.

President Larimer thanked the members of this committee for their contributions and stressed the importance of their role in maintaining the District's water quality.

- Personnel Committee – Friday, July 27, 2007 – (Directors Ascher & Feldman, Staff: Joe Guistino & Gina Brazil)

Director Ascher announced that in view of the discussions earlier in the evening, it would be inappropriate for the committee to make any recommendations at this time in regards to personnel issues, and requested that the matter be tabled until a date in the future.

- External Affairs Committee – Thursday, August 16, 2007 – (Directors Ascher & Mickelsen, Staff: Joe Guistino & Cathleen Brennan) – Consider approval of Resolution 2007 – in support of “No Time to Waste: A Blueprint of California Water”.

Director Ascher reported on this meeting, advising that the Committee members met to review a program that the Association

of California Water Agencies (ACWA) is presenting, and referenced the materials contained in the agenda packet. He informed the Board that most water agencies in California are supporting the program and suggested that the Coastside County Water District Board of Directors adopt the Resolution in support of the "No Time to Waste: A Blueprint for California Water.

ON MOTION by Director Coverdell and seconded by Director Ascher, the Board voted as follows to adopt Resolution 2007-11 in Support of "No Time to Waste: A Blueprint for California Water" :

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

B. Other Meetings Attended

Director Larimer reported on his recent attendance at an Environmental Protection Agency meeting in Sacramento.

Director Ascher reported that he had attended training provided by the California Special District's Association (CSDA) in Berkeley, which focused on the Board's role in human resources, and advised that the District is "doing everything right in this area".

6) PUBLIC OUTREACH / PROGRAM DEVELOPMENT / WATER RESOURCES ANALYST'S REPORT

A. Monthly Water Resources Report

Ms. Brennan referenced her written report, which summarized her activities over the past month and offered to address any questions from the Board. She stated that work continues on her review of the San Francisco Draft Program Environmental Impact Report (PEIR) for the water system improvement program. She also advised the Board that she had updated the District's website with conservation information and referenced her comments provided on behalf of the District for the Pilarcitos Integrated Watershed Management Plan - Watershed Assessment Update Draft. She also

reported on her viewing of the web cast of the Environmental Protection Agency Conference - Sustainable Infrastructure: Successful Strategies, Future Challenges for Drinking Water and Wastewater Utilities conducted on August 7, 2007. She advised the Board that she has copies of the power point presentation from the event and can provide them to interested parties. She also provided a recap of the event she attended at the Commonwealth Club in San Francisco, where speaker Susan Leal, General Manager of the San Francisco Public Utilities Commission (SFPUC) spoke about their accomplishments, the water system improvements of the Hetch Hetchy System, and encouraged comments from the public on the draft program environmental impact report.

Director Ascher complimented Ms. Brennan and Mr. Guistino on their excellent and thorough review and detailed comments provided on the Pilarcitos Integrated Watershed Management Plan - Watershed Assessment Update Draft. President Larimer agreed that they had performed spectacularly in their meticulous review and comprehensive comments of the report.

B. Water Shortage and Drought Contingency Plan

Ms. Brennan noted that this report was an update on the implementation of the Water Shortage and Drought Contingency Plan. The report featured her recent outreach activities, including the new Bay Area Regional campaign, which advertisements will appear on Bay Area Rapid Transit (BART) trains, and buses. She also referenced the newspaper advertising campaign and informed the Board that according to SFPUC, that the wholesale customers are meeting the voluntary ten percent water reduction.

7) SUPERINTENDENT OF OPERATION'S REPORT

A. Superintendent of Operations Monthly Report

Mr. Guistino referenced his written staff report, featuring highlights of a few items, including a scheduled kick-off meeting for the Automatic Meter Reading Pilot Program Project with National Meter and Automation, Inc. He also advised that National Meter and Automation, Inc. is the sole source distributor for the Orion products in California. Additionally he reported on

the progress on the Denniston Well Rehabilitation Project, and the Crystal Springs Intake.

Mr. Guistino also provided an informative report regarding the recent Denniston Chlorinator Failure, recognizing the quick and thorough response and correct actions performed by Steve Twitchell, Water Treatment Supervisor, Sean Donovan, Senior Treatment/Distribution Supervisor, and Don Patterson, Treatment/Distribution Operator in responding to the failure on June 15, 2007. He commended the crew on their cooperative teamwork, their commitment to the District, and their successful relationship with the vendor who supplied the repair parts.

Mr. Guistino also informed the Board that he and JoAnne Whelen, Administrative Assistant have started working together to establish an Emergency Notification System for the District and reports would be provided as the project progresses. He also advised that an article would be published in the September issue of American Water Works Association Opflow magazine, featuring an article he wrote a few years ago and would include a photograph of Jack Whelen, Water Treatment/Distribution Operator.

8) DISTRICT ENGINEER'S REPORT

A. Award of Contract for Construction of the Denniston Storage Tank Modification Project

The Engineer introduced this item, providing the background and recommended that the contract be awarded to the low bidder, local contractor Stoloski & Gonzalez, Inc. for an amount of \$534,500.

ON MOTION by Director Coverdell and seconded by Director Ascher, the Board voted as follows to award the contract for the Construction of the Denniston Storage Tank Modifications Project to Stoloski & Gonzalez, Inc. in the amount of \$534,500.00:

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

B. El Granada Phase 3 Pipeline Replacement Project: Consider approval of Resolution No. 2007-12, approving plans and specifications and calling for bids for project construction

Mr. Teter informed the Board that the conceptual design of this project was started twenty years ago, in 1987. He provided an update of the project consultant's progress, and recommended approval of the Resolution approving the plans and specifications and calling for bids for project construction, with a bid opening date of October 2, 2007.

Director Coverdell complimented fellow Board members for seeing this project through, including President Larimer and Director Michelson in their perseverance in pursuing the project at the Coastal Commission level, thanked Director Ascher for having the intelligence for moving money into position to have available for this project and commented that he thought it was wonderful that the original design engineer was present to see this project go to construction, and still be a part of the Coastside County Water District, forty-six years later. He also acknowledged Mr. Anthony Condotti and his role in the success of bringing the project forward.

President Larimer added that Mr. Teter had been performing as Project Coordinator since the departure of the General Manager several months ago and had done a spectacular job in coordinating the project consultant's tasks and in overseeing the project to this point. Mr. Teter was congratulated by the Board members for his successful role in the El Granada Pipeline Replacement Project.

ON MOTION by Director Coverdell and seconded by Director Larimer, the Board voted as follows to approve Resolution 2007-12 approving the plans and specifications and calling for bids for construction of the El Granada Phase 3 Pipeline Replacement Project:

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

C. **District Engineer Work Status Report**

Mr. Teter referenced his written staff report and provided updates on the Water Treatment Plant Short-Term Improvement project and the SCADA System Replacement project.

9) **GENERAL BUSINESS**

A. **Consider ratification of emergency contract to relocate District pipeline adjacent to Belleville Boulevard to within boundaries of existing easement**

Mr. Guistino provided the background of this item and advised that the relocation of CCWD's mainline remains urgent in that the owner of the property needs to continue with construction of his home and that it was necessary for the Board to approve a contract for the re-alignment of the District's eight inch main located on Belleville Road into the proper location. He advised that Andreini Brothers, Inc. had submitted the low bid of \$19,900.00.

ON MOTION by Director Mickelsen and seconded by Director Ascher, the Board voted as follows to approve the contract with Andreini Brothers, Inc. for the realignment of the District's eight inch main located on Belleville Road into the proper easement:

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

B. **Discussion and possible authorization to staff to purchase new vacuum and valve trailer**

Mr. Guistino reviewed the valuable uses of this piece of equipment to the field crew, which include valve can cleaning, utility line exposure, valve turning, and cleanup. He reviewed the bids received from four vendors and requested authorization to staff to purchase the new vacuum and valve trailer from Global Machinery.

ON MOTION by Director Coverdell and seconded by Director Ascher, the Board voted as follows to authorize staff to purchase the new vacuum and valve trailer from Global Machinery for a price of \$40,191.00:

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

10) ATTORNEY'S REPORT

A. Consider approval of Resolutions pertaining to employer and employee paid member contributions to CalPERS

Mr. Condotti explained that this is basically a house-keeping issue so that the District is in compliance with CalPERS requirements and that it is necessary for the District to adopt the two Resolutions, dealing with payment and reporting of employee contributions to CalPERS by the District. He provided a brief background of the issue and advised that there is no fiscal impact to the District.

ON MOTION by Director Feldman and seconded by Director Mickelsen the Board voted as follows to approve Resolution 2007-13 Formalizing Policy for Paying and Reporting the value of Employer Paid Member Contributions to the California Public Employees' Retirement System and Resolution 2007-14 Implementing the Provisions of Section 414(h)(2) of the Internal Revenue Code:

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

B. Consider approval of Resolution 2007-15 Establishing Appropriations Limit Applicable to District During Fiscal Year 2007-2008

Mr. Condotti summarized the background of this agenda item, explaining that the "appropriations limit" is the maximum amount of "proceeds of taxes" which the District can appropriate during

the fiscal year. He advised that there would be no impact upon the District's budget this year or in the foreseeable future.

ON MOTION by Director Coverdell and seconded by Director Ascher the Board voted as follows to approve Resolution 2007-15 establishing Appropriations Limit Applicable to the District during Fiscal Year 2007-2008:

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

11) AGENDA ITEMS AND DIRECTOR COMMENTS

President Larimer reminded the Board that there would be a Special Closed Session Board Meeting conducted on Friday, August 24, 2007 at 2:30.

12) ADJOURNMENT

The meeting was adjourned at 8:43 p.m. The next meeting of the Coastside County Water District's Board of Directors is scheduled for Tuesday, September 11, 2007.

Respectfully submitted,

Joe Guistino, Acting General Manager

Jim Larimer, President
Board of Directors
Coastside County Water District

COASTSIDE COUNTY WATER DISTRICT
Installed Water Connection Capacity & Water Meters

2007

Installed Water Connection Capacity	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Total
HMB Non-Priority													
5/8" meter	1		1	5		3	2	1					13
3/4" meter													0
HMB Priority													
5/8" meter													0
3/4" meter			1.5										1.5
1" meter					2.5								2.5
County Non-Priority													
5/8" meter		1	1			4		1					7
3/4" meter													0
1" meter													0
County Priority													
5/8" meter			2										2
3/4" meter													0
1" meter													0
Monthly Total	1	1	5.5	5	2.5	7	2	2	0	0	0	0	26

5/8" meter = 1 connection

3/4" meter = 1.5 connections

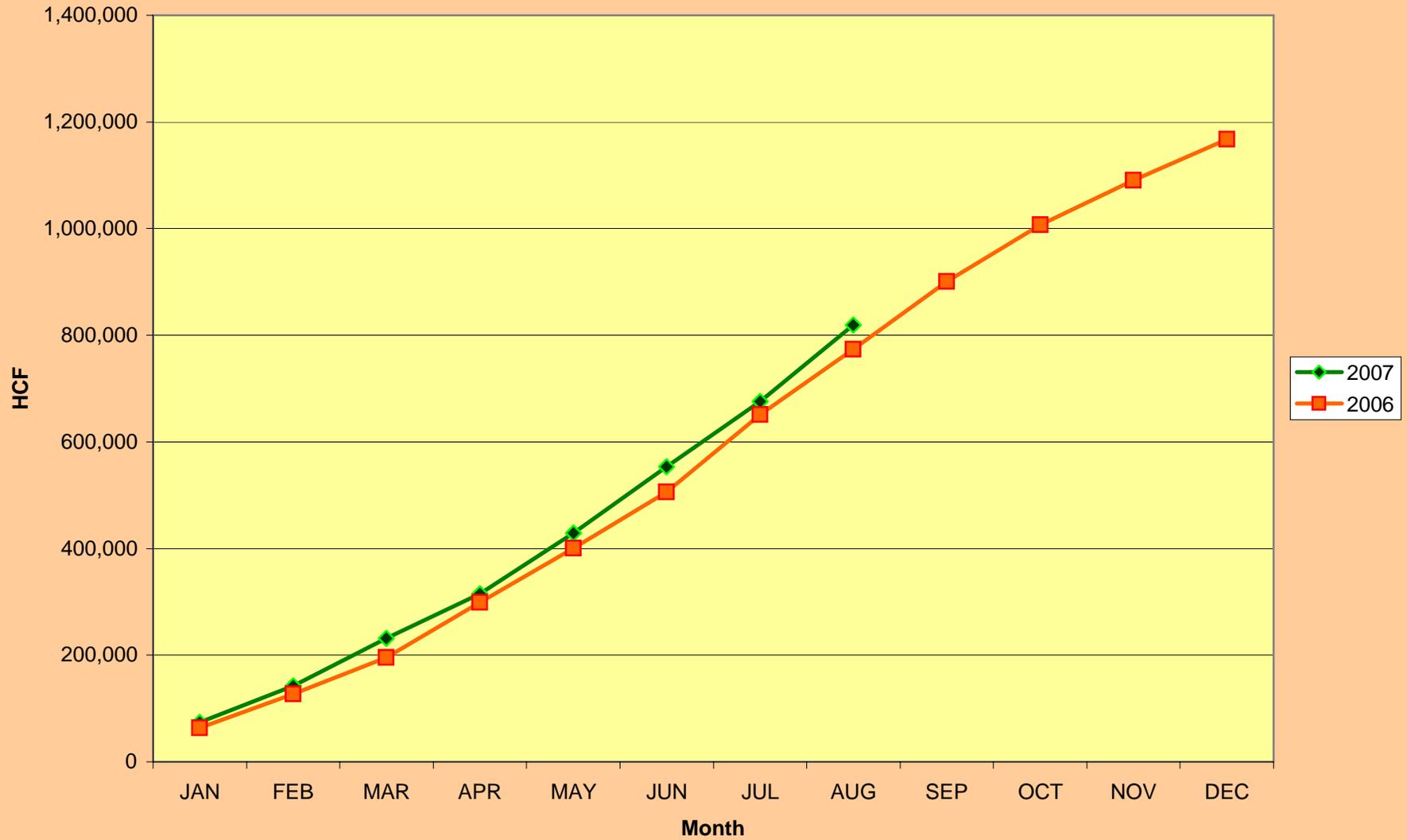
1" meter = 2.5 connections

Installed Water Meters	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Totals
HMB Non-Priority	1		1	5		3	2	1					13
HMB Priority			1		1								2
County Non-Priority		1	1			4		1					7
County Priority			2										2
Monthly Total	1	1	5	5	1	7	2	2	0	0	0	0	24

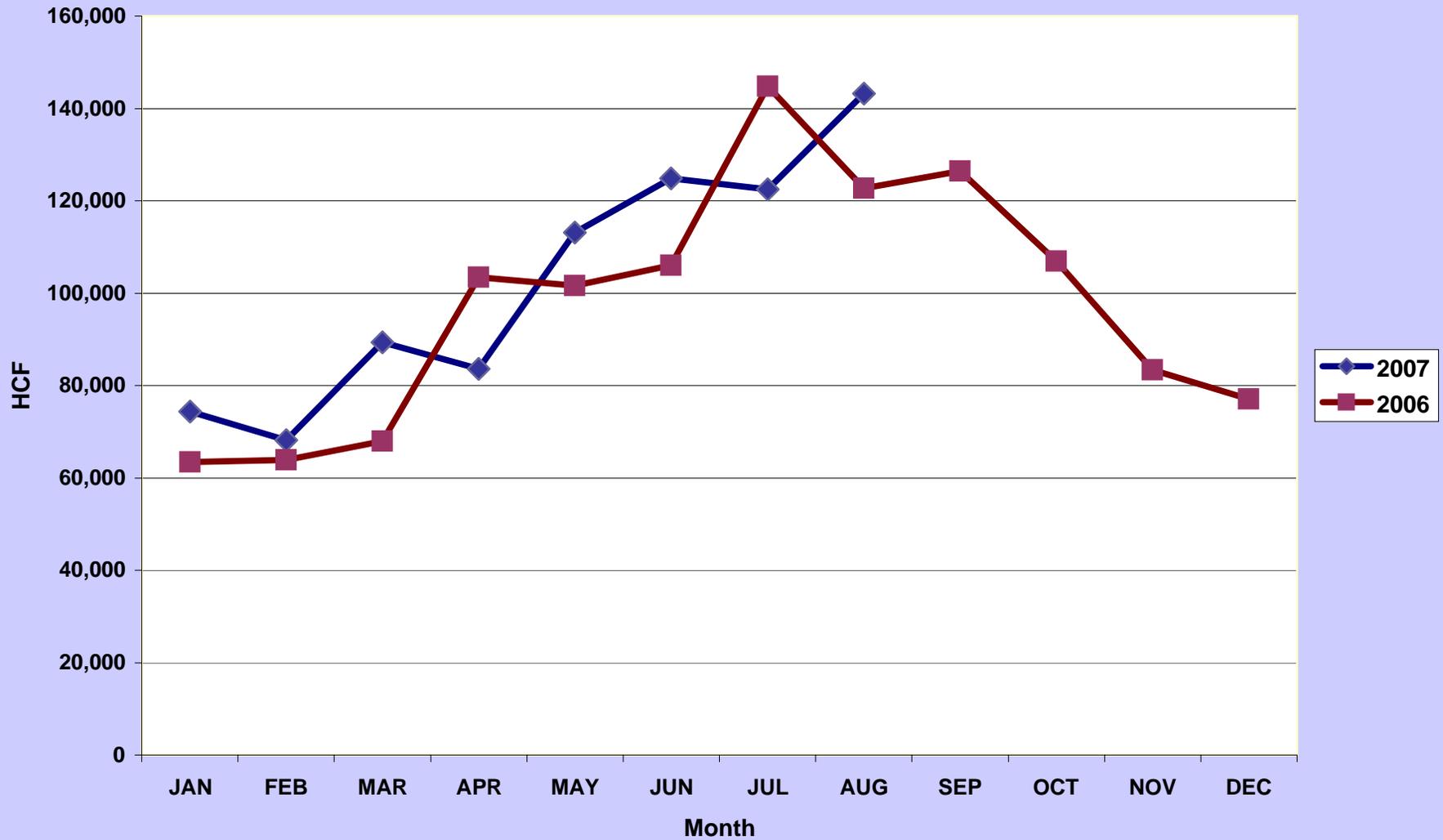
TOTAL CCWD PRODUCTION (HCF) ALL SOURCES-2007

	PILARCITOS		DENNISTON		CRYSTAL SPRINGS	SAN VIN.	RAW WATER	UNMETERED	TOTAL	
	WELLS	LAKE	WELLS	RESERVOIR	RESERVOIR	RESERVOIR	TOTAL	USAGE	HCF	MG
JAN	7,928	56,832	1,203	12,634	0	0	78,596	4,211	74,385	55.64
FEB	7,968	62,941	40	1,083	134	0	72,166	4,011	68,155	50.98
MAR	11,243	75,067	628	11,123	0	0	98,061	8,743	89,318	66.81
APR	0	68,837	628	20,321	0	0	89,786	6,176	83,610	62.54
MAY	0	89,479	2,500	22,594	6,029	0	120,602	7,460	113,142	84.63
JUN	0	20,334	3,636	21,457	85,214	0	130,642	5,829	124,813	93.36
JUL	0	0	4,184	14,559	110,508	0	129,251	6,765	122,487	91.62
AUG	0	0	5,000	15,775	129,332	0	150,107	6,845	143,262	107.16
SEPT	0	0	0	0	0	0	0	0	0	0.00
OCT	0	0	0	0	0	0	0	0	0	0.00
NOV	0	0	0	0	0	0	0	0	0	0.00
DEC	0	0	0	0	0	0	0	0	0	0.00
TOTAL HCF	27,139	373,489	17,821	119,545	331,217	0	869,211	50,040	819,171	
TOTAL MG	20.30	279.37	13.33	89.42	247.75	0.00	650.17	37.430		612.74
% TOTAL	3.1%	43.0%	2.1%	13.8%	38.1%	0.0%	100.0%	5.8%	94.2%	

CCWD CUMULATIVE PRODUCTION



2007 vs 2006 Production



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	June	70.71	2.64	0	68.07	15.21	63.74	0	78.95	10.88	13.78
2007	July	74.67	2.85	0	71.82	0	82.66	15.12	67.54	-4.28	-6.34
2007	August	74.46	2.86	0	71.60	0	96.74	2.4	94.34	22.74	24.10
TOTAL		923.07	44.82	35.07	843.18	387.24	609.48	56.20	940.52	97.34	10.35

AVERAGE
All results in MG.

confluence
upstream of
meter -
subtracted
from Nunes

also
subtracted
from
Nunes
meter

sent to
Skylawn as
raw water.
Subtracted
from SFPUC
sum

Total

**Coastside County Water District Monthly Sales By Category (HCF)
2007**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	HCF to Date	MG to Date
RESIDENTIAL	28435	45890	25051	36631	30745	65857	44487	70773					347,869	260.21
COMMERCIAL	8452	1839	7667	1468	8643	1815	11883	1858					43,625	32.63
RESTAURANT	3063	1	2932	0	3016	2	3250	16					12,280	9.19
HOTELS/MOTELS	6235	168	5499	167	13587	203	6695	249					32,803	24.54
SCHOOLS	714	175	1031	125	1541	382	4531	229					8,728	6.53
MULTI DWELL	7174	8535	6113	7722	6249	8707	7633	8816					60,949	45.59
BEACHES/PARKS	385	31	550	125	1125	152	1461	101					3,930	2.94
FLORAL	19687	324	19635	297	28987	342	30372	360					100,004	74.80
RECREATIONAL	103	236	83	273	81	324	132	324					1,556	1.16
MARINE	1804	0	1305	0	1822	0	1923	0					6,854	5.13
IRRIGATION	397	926	143	1186	5266	3127	33797	4446					49,288	36.87
Portable Meters	0	400	146	228	0	371	0	1963					3,108	2.32
HCF	76,449	58,525	70,155	48,222	101,062	81,282	146,164	89,135	0	0	0	0	670,994	
MG	57.18	43.78	52.48	36.07	75.59	60.80	109.33	66.67	0.00	0.00	0.00	0.00		501.90

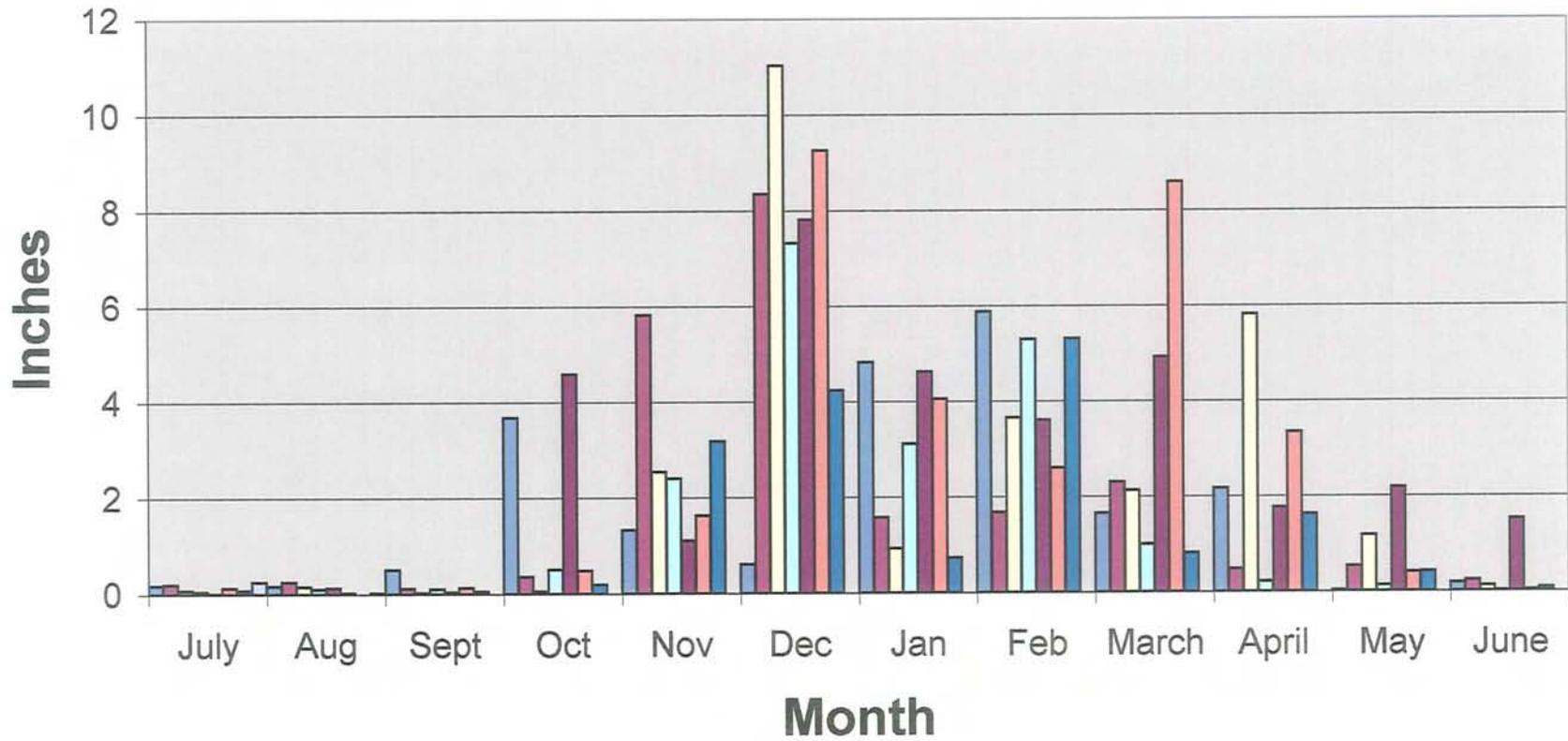
**Coastside County Water District Monthly Sales By Category (HCF)
2006**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	HCF to Date	MG to Date
RESIDENTIAL	26,648	37,849	22,883	37,829	27,954	67,438	40,524	79,653					340,778	254.90
COMMERCIAL	8,935	1,598	7,266	1,654	8,837	2,003	9,904	2,344					42,541	31.82
RESTAURANT	3,075	17	2,789	17	3,183	39	3,700	182					13,002	9.73
HOTELS/MOTELS	6,125	151	5,568	170	6,509	235	7,089	286					26,133	19.55
SCHOOLS	1,121	102	820	91	1,448	186	4,420	275					8,463	6.33
MULTI DWELL	6,746	7,910	5,912	7,364	6,642	9,137	7,981	9,372					61,064	45.68
BEACHES/PARKS	350	17	309	5	525	130	1,388	211					2,935	2.20
FLORAL	19,797	300	18,090	249	32,609	327	25,746	360					97,478	72.91
RECREATIONAL	144	191	121	229	85	259	103	324					1,456	1.09
MARINE	1,844	0	1,450	0	767	0	2,595	0					6,656	4.98
IRRIGATION	2,673	551	481	305	248	3,037	25,160	4,183					36,638	27.41
HCF	77,458	48,686	65,689	47,913	88,807	82,791	128,610	97,190	0	0	0	0	637,144	
MG	57.94	36.42	49.14	35.84	66.43	61.93	96.20	72.70	0.00	0.00	0.00	0.00		476.58

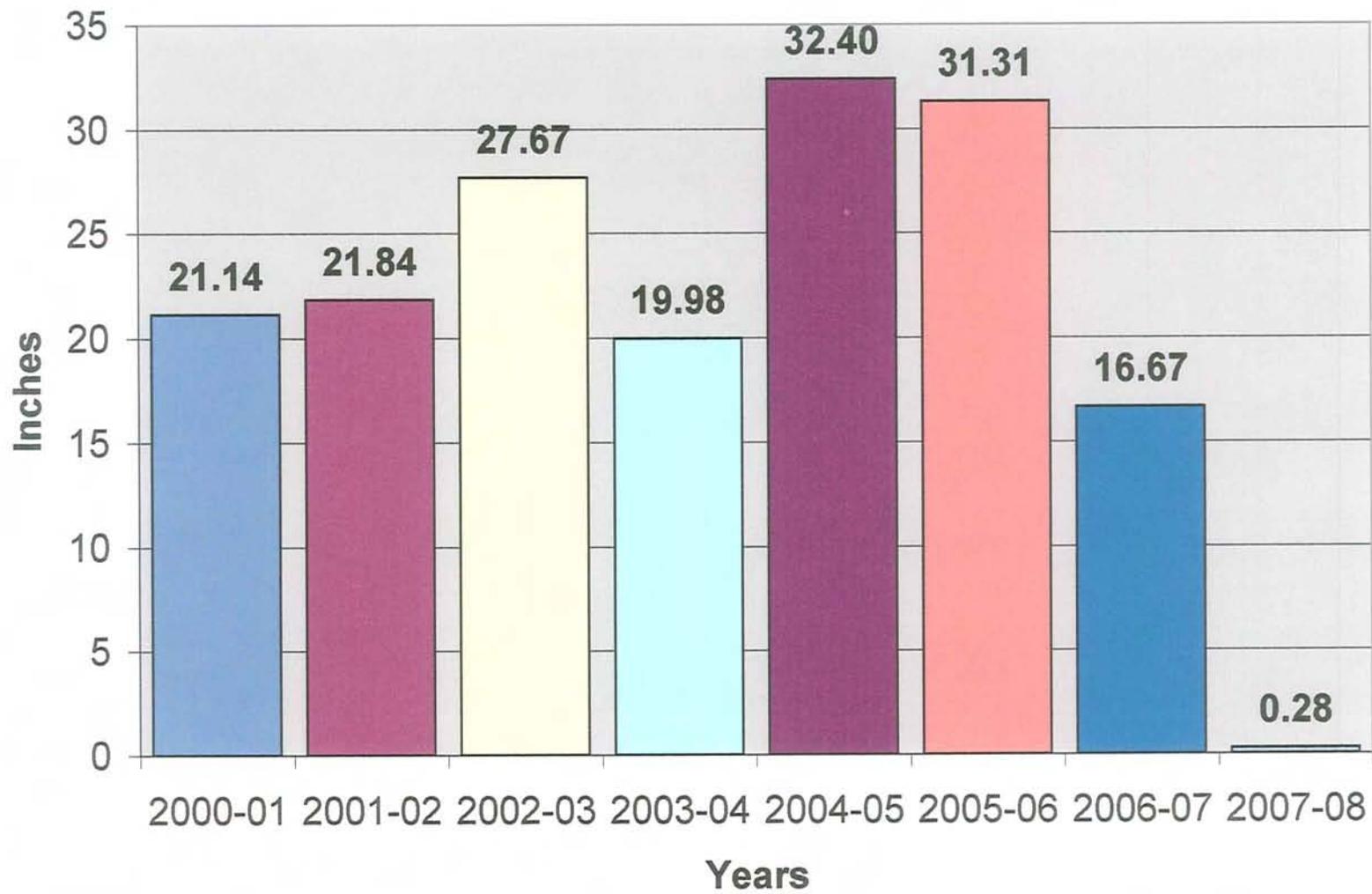
Rainfall by Month

July 2007 - June 2008

2000-01 2001-02 2002-03 2003-04 2004-05 2005-06
2006-07 2007-08



Rain Totals



MONTHLY CLIMATOLOGICAL SUMMARY for AUG. 2007

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	63.6	76.0	1:30p	54.6	6:00a	3.6	2.2	0.00	1.4	10.0	2:00p	S
2	63.7	71.7	10:30a	58.5	11:30p	2.7	1.4	0.00	1.7	10.0	12:30p	SSW
3	61.4	73.0	11:30a	53.8	11:00p	4.4	0.9	0.00	1.1	9.0	3:30p	WSW
4	60.2	70.3	4:00p	53.1	6:00a	5.2	0.4	0.00	1.1	11.0	2:30p	SW
5	61.9	70.8	11:30a	56.8	12:30a	3.6	0.5	0.02	1.3	9.0	11:30a	S
6	64.1	72.9	3:30p	58.9	2:30a	2.6	1.7	0.00	2.0	11.0	3:30p	SSW
7	64.4	72.3	11:00a	57.9	3:30a	2.2	1.6	0.00	1.3	11.0	1:00p	SSW
8	63.6	73.5	1:30p	58.5	5:30a	2.8	1.3	0.00	1.2	8.0	3:00p	SW
9	64.0	75.2	1:00p	59.0	6:00a	2.6	1.7	0.01	1.0	9.0	2:00p	SSW
10	63.0	69.6	4:30p	56.5	5:30a	2.6	0.6	0.00	1.8	11.0	3:00p	SSW
11	62.9	71.0	1:00p	58.3	12:00m	2.8	0.7	0.00	1.2	11.0	3:00p	SSW
12	60.8	68.3	10:00a	54.0	12:00m	4.4	0.2	0.00	1.3	13.0	12:00p	SW
13	59.7	68.3	1:30p	50.6	5:30a	5.4	0.2	0.00	1.4	11.0	1:00p	SSW
14	61.1	68.6	10:00a	53.5	1:30a	4.1	0.2	0.00	1.6	13.0	1:00p	SW
15	63.3	71.4	3:30p	57.4	6:00a	2.4	0.7	0.00	1.2	12.0	12:30p	SSW
16	64.0	71.8	11:30a	58.6	12:00m	2.0	1.1	0.00	2.3	13.0	10:00a	SW
17	61.8	68.3	2:30p	54.1	5:30a	3.8	0.6	0.00	2.2	15.0	2:00p	SSW
18	62.0	69.0	6:00p	52.9	3:30a	3.7	0.7	0.00	1.6	12.0	2:00p	SW
19	66.0	71.9	3:30p	60.6	5:30a	1.0	2.0	0.00	1.2	11.0	2:30p	SW
20	65.2	71.6	10:00a	59.1	5:30a	1.3	1.5	0.00	1.7	16.0	4:00p	SW
21	66.6	73.8	10:00a	60.5	6:00a	0.8	2.4	0.00	1.3	10.0	3:30p	SSW
22	65.5	72.5	9:30a	60.5	5:30a	1.1	1.6	0.00	1.9	12.0	3:30p	SSW
23	66.2	76.7	3:00p	60.2	5:00a	1.4	2.6	0.00	2.5	15.0	12:00p	S
24	66.5	77.2	3:00p	57.0	12:00m	1.8	3.2	0.00	2.1	13.0	1:00p	S
25	64.5	75.1	12:00p	54.9	2:30a	2.7	2.2	0.00	1.5	12.0	1:30p	SSW
26	65.9	74.4	1:30p	60.7	6:00a	1.4	2.3	0.00	1.4	10.0	3:00p	SSW
27	64.9	76.4	1:00p	57.8	6:00a	2.7	2.6	0.00	1.4	10.0	12:00p	SSW
28	63.2	71.4	3:00p	55.5	5:30a	3.0	1.2	0.00	0.7	7.0	1:30p	SSW
29	64.4	72.1	3:30p	57.1	3:00a	2.3	1.8	0.00	0.6	7.0	10:30a	SSW
30	66.4	74.5	2:00p	57.0	6:00a	1.8	3.3	0.00	0.7	7.0	2:00p	SW
31	64.3	69.6	9:00a	59.1	12:00m	1.6	0.9	0.00	1.0	9.0	12:30p	SW
	63.7	77.2	24	50.6	13	84.0	44.0	0.03	1.4	16.0	20	SSW

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

Max Rain: 0.02 ON 8/05/07

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

Heat Base: 65.0 Cool Base: 65.0 Method: Integration

San Francisco Public Utilities Commission

Hydrological Conditions Report

For August 2007

J. Chester, B. McGurk, M. Tsang, September 5, 2007

Current System Storage

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

Table 1							
Current Storage							
As of September 1, 2007							
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/}	293,680		360,360		66,680		81.5%
Cherry ^{2/}	171,552		273,340		101,788		62.8%
Lake Eleanor ^{3/}	23,169		27,100		3,931		85.5%
Water Bank	491,175		570,000		78,825		86.2%
Tuolumne Storage	979,576		1,230,800		251,224		79.6%
Local Bay Area Storage							
Calaveras ^{4/}	32,335	10,356	96,824	31,550	64,489	21,014	33.4%
San Antonio	47,333	15,424	50,496	16,454	3,163	1,030	93.7%
Crystal Springs	30,357	9,982	58,377	19,022	28,020	9,130	52.0%
San Andreas	18,151	5,915	18,996	6,190	845	275	95.6%
Pilarcitos	2,178	710	3,100	1,010	922	300	70.3%
Total Local Storage	130,354	42,476	227,793	74,226	97,439	31,750	57.2%
Total System	1,109,930		1,458,593		348,663		76.1%

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

^{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/}

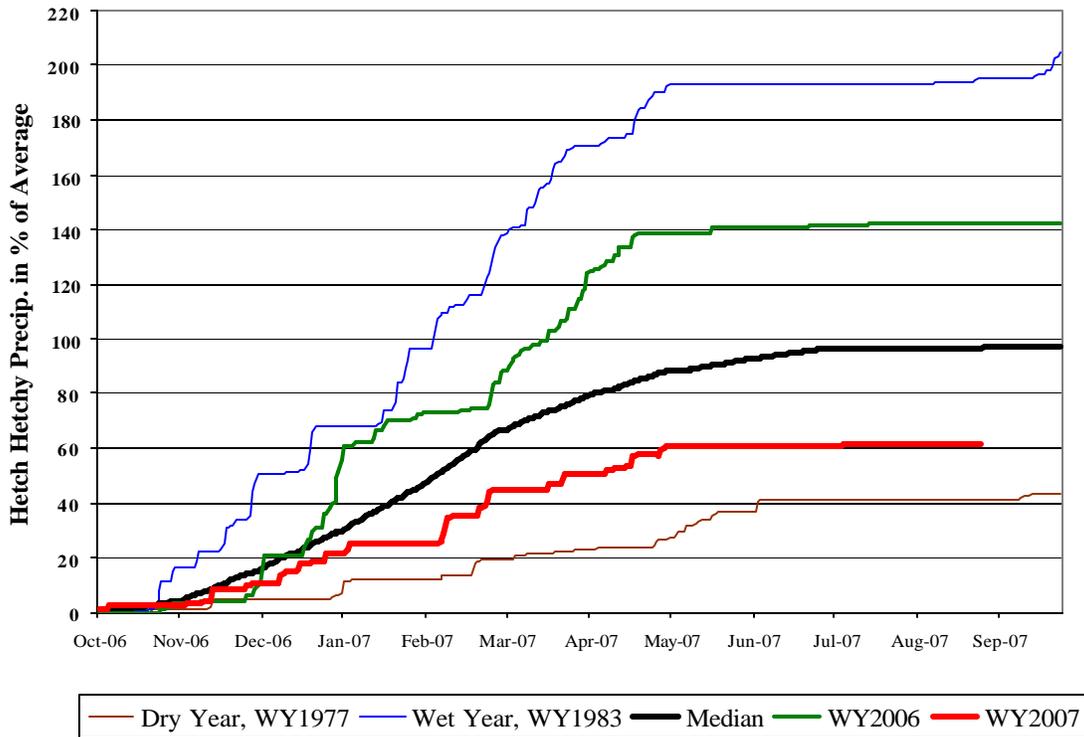
Current Month: The August precipitation index is 0.36 inch, or 213.3% of the average index for the month. Several localized thunderstorms have occurred in the Hetch Hetchy basin.

Cumulative Precipitation to Date: The accumulated precipitation index for water year 2007 is 23.3 inches, which is 65.4% of the average annual water year total, or 67.5% of the season-to-date precipitation. The cumulative precipitation for the Hetch Hetchy gauge is shown in Figure 1.

^{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 2007 cumulative precipitation received at Hetch Hetchy Reservoir through the end-of-month August. Precipitation for wet, dry, median, and WY 2006 years for the station at Hetch Hetchy is included for comparison purposes.

Precipitation at Hetch Hetchy: Water Year 2007



Tuolumne Basin Unimpaired Inflow

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

	August 2007				October 1, 2006 through August 31, 2007			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	1,202	7,379	14,316	14.1%	366,665	704,750	742,515	49.4%
Inflow to Cherry Reservoir and Lake Eleanor	0	1,575	3,137	0.0%	233,236	443,769	449,786	51.9%
Tuolumne River at La Grange	8,618	16,854	24,729	34.8%	835,537	1,760,943	1,831,266	45.6%
Water Available to the City	0	0	1,448	0.0%	100,531	620,855	781,936	12.9%

Hetch Hetchy System Operations

The April-to-July snowmelt period for water year 2007 produced only 275,440 AF of inflow into Hetch Hetchy. Because the snowmelt runoff ended early and there was very little precipitation in July and August, runoff into Hetch Hetchy was less than 15% of average in August and there was almost no inflow into Cherry and Eleanor. The powerdraft from Hetch Hetchy was matched to SJPL deliveries throughout the month. Cherry Lake, at 63.2% of capacity on August 31, has drafts scheduled so that storage will be below 130,000 acre-feet by October 15th to allow maintenance at the Cherry-Eleanor Pump Station. The water will be captured in the City’s Water Bank account in Don Pedro Reservoir. Over 101,000 AF of water had been drafted for power generation as of September 1st.

In August, no water was pumped from Lake Eleanor to Cherry Reservoir.

SJPL Diversion

The average rate of the San Joaquin Pipeline diversion during August was 274 mgd.

Local System

The average rate at the Sunol Valley Water Treatment Plant for August was 15 mgd. The average rate at the Harry Tracy Water Treatment Plant for the month of August was 36 mgd. August water demands averaged 278 mgd. Water demand on September 1, 2007 was approximately 280 mgd. August precipitation is presented in Table 3.

Table 3 - Precipitation Totals for August at Three Local Reservoirs

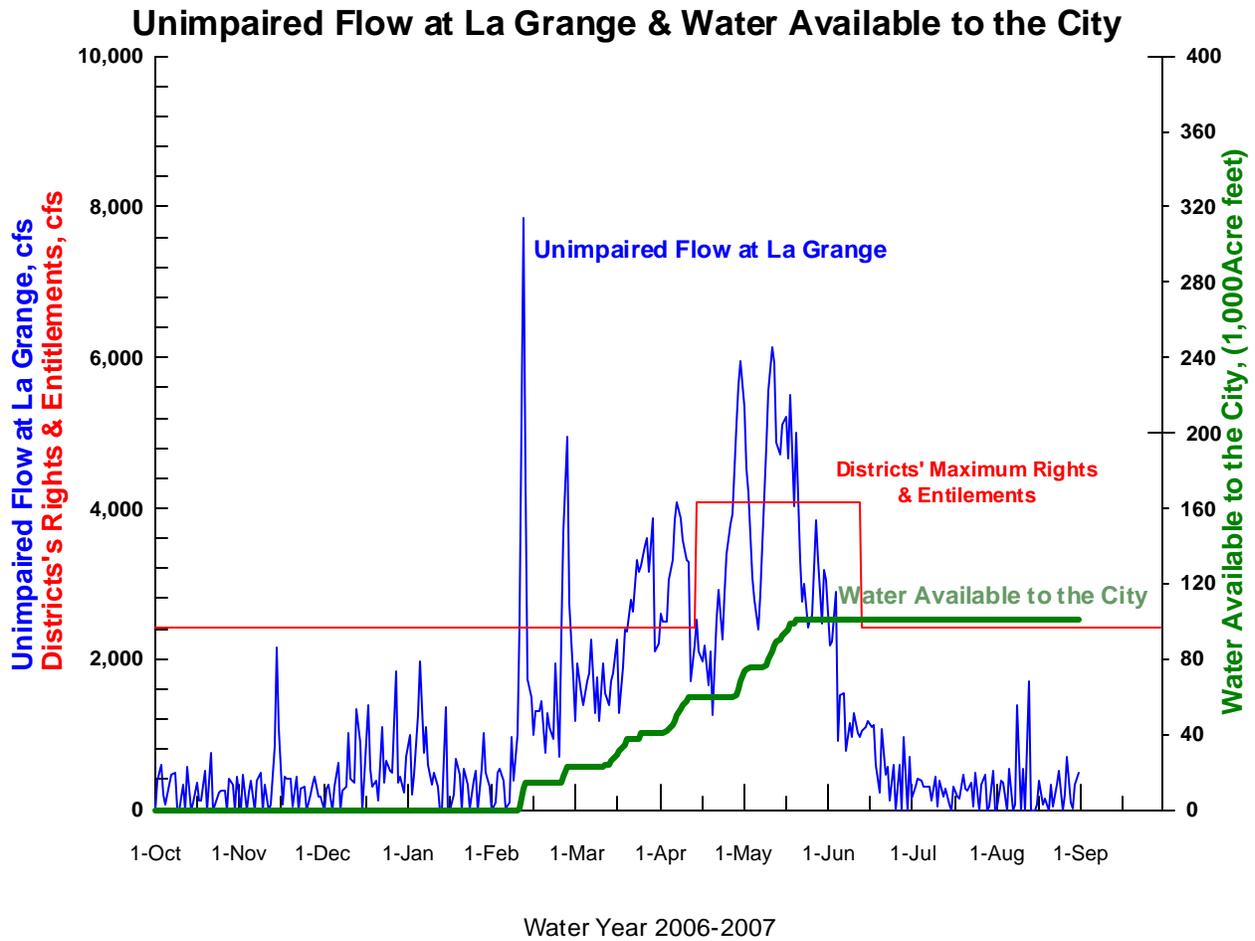
Reservoir	Month Total (inches)	Percentage of Normal for the Month	Year To Date ⁷ (inches)	Percentage of Normal for the Year to Date ⁷
Pilarcitos	0.03	21 %	0.14	14 %
Crystal Springs	0.00	0 %	0.01	1 %
Calaveras	0.00	0 %	0.03	3 %

⁷ Since 7-1-2007

Snowmelt and Water Supply

Water year 2007 is a dry year. The City’s entitlement balance as of August 31st was 100,531 acre-feet, or about 12.9% of the normal amount for the water year. Further entitlement increases are unlikely because the snowmelt runoff season is over.

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, 2006 through August 31st, 2007 is 100,531 acre-feet.



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

STAFF REPORT

To: Board of Directors

From: Jim Teter, District Engineer

Agenda: September 11, 2007

Report Date: September 5, 2007

Subject: Engineering Projects Received for Review During August, 2007

Recommendation:

None. The agenda item is informational.

Background:

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

Projects Received:

There were no projects received for review.

Fiscal Impact:

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

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Joe Guistino, Acting General Manager

Agenda: September 11, 2007

Report

Date: August 20, 2007

**Subject: Acceptance of Magellan Avenue (048-021-230)
– Non-Complex Pipeline Extension**

Recommendation:

Accept the water system improvements for the Non Complex Pipeline Extension Project at 475 Magellan Avenue as complete.

Background:

A non-complex pipeline extension project for 475 Magellan Avenue was completed in March 2007.

The District accepts the project utility system according to the conditions listed below:

- √ that the Project Utility System was constructed in accordance with the district regulations.**
- √ All costs for the construction of the Project has been borne by the applicant and a refund for deposited fees was mailed to applicant on March 13, 2007.**

Fiscal Impact: None.

STAFF REPORT

To: Board of Directors

From: Cathleen Brennan, Water Resources Analyst

Agenda: September 11, 2007

Subject: Water Resources Report

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

□ *San Francisco Public Utilities (SFPUC) Wholesale Customer Quarterly Meeting on System Operations* August 22, 2007 1:30pm

SFPUC reported that repairs and maintenance were completed on the distribution pipeline that runs from Stanford University to the Pulgas facilities. It was returned to service on August 18th, which means that water is flowing into Crystal Springs Reservoir again! Depending on demand, the reservoir's water level should stay the same or begin to rise. As of August 22, 2007, Crystal Springs Reservoir's water level was at about 55% of capacity or 10 billion gallons.

The City of Mountain View gave a presentation on an infrastructure (water system improvement) project. They completed the addition of an 8 million gallon water storage tank, well and pump station. The unique aspects to this project are listed below:

- ◇ The tank is beneath a sports field complex.
- ◇ The land is leased (99yrs) from the local school district.
- ◇ The sports field complex is part of an elementary school.
- ◇ The land is next to a residential subdivision.

Attached to this staff report is an aerial photo of the completed project. The sports field is artificial turf and is maintained by the City of Mountain View. Mountain View also discussed their current project of installing infrastructure to support supply the north end of the city with recycled water from the Palo Alto wastewater treatment plan. The Palo Alto wastewater treatment plan will also be supplying recycled water to the NASA Ames facilities.

□ Bay Area Water Supply and Conservation Agency (BAWSCA) – Technical Advisory Committee (TAC) August 20, 2007.

This was a special meeting to discuss the Program Environmental Impact Report (PEIR) on the water system improvements program (WSIP) for SFPUC. BAWSCA requested a special submittal describing each agency's water conservation programs. That was sent to BAWSCA on August 27, 2007. BAWSCA has requested to be copied on any comments sent to San Francisco. BAWSCA has requested that agencies send in examples of "SMART GROWTH" that has occurred in their service area.

BAWSCA is formatting their comments into two parts. They will comment on the "big picture" of the water system improvement program and then they will comment on the details of the program description and alternatives.

BAWSCA reminded Coastside County Water District that they will have to review the impacts on Pilarcitos Creek, Stone Dam and Pilarcitos Reservoir carefully. We will be the only water agency commenting on these sections.

Also mentioned during this meeting were BAWSCA's comments on the Tuolumne River Trust Report "From the Tuolumne to the Tap" dated July 2007. I have attached a copy of these comments to this staff report.

□ Bay Area Water Conservation Coordinators Meeting – Thursday August 30, 2007

There was a presentation from The Hoffman Agency. The Hoffman Agency specializes in advertising, social marketing and public relations. They are located in Jacksonville Florida. They created a very successful water education (conservation) campaign for St. Johns River Water Management District. There were multiple messages but one of the messages was "Florida's Water – It's Worth Saving". It was focused on using positive messages to educate and motivate the public to take responsibility for using water efficiently by behavior change. This campaign has been in effect for seven years and is considered to be a success. They used radio, print and television advertisements.

Another interesting presentation was by East Bay Municipal Utilities District (EBMUD). They gave a presentation on an Advanced Metering Systems (AMS) pilot project. The Advanced Metering System included modified water meters that can send a signal to a fixed location or send a signal that is received by driving by in a mobile unit (vehicle). This technology is also referred to as Automated Meter Reading (AMR). This pilot project is using multiple vendor products in multiple areas or pressure zones that characterize EBMUD's service area. The table below summarizes the presentation on the pilot project.

Brief Summary of AMS Pilot Project - EBMUD

Goals for Pilot Project	Initial Findings of Pilot Project
Leak Detection	A surprising number of leaks
Conservation/Demand Management	Customers respond positively to technology
Analyze Water Usage	Incorrect meter size for use/property
Balance Pressure Zones	Broken meters from excessive use
Evaluate Technology	Technology still being improved
Support AWWA Water Audit Procedures	Valuable demand management tool



Another benefit of the technology is customer service. The Boston Water and Sewer Commission has web access to daily water usage for their customers.

Attached is the EBMUD power point presentation.

□ *San Francisco Public Utilities (SFPUC) – Meter Reading Technology Findings*

Through BAWSCA (Bay Area Water Supply and Conservation Agency), Coastside County Water District was forwarded copies of SFPUC's findings regarding research into determining if automation of (AMR) meter reading made good business sense and which technology would meet SFPUC Requirements. Attached is a SFPUC memo summarizing their findings for your information.

□ *Half Moon Bay Coastside Chamber of Commerce and Visitors' Bureau*

A Smart Rebates marketing flyer was inserted into the September edition of the monthly newsletter "It's Your Connection". The flyer is attached.

□ Bay Area Water Supply and Conservation Agency (BAWSCA) – Technical Advisory Committee (TAC) September 6, 2007.

The Technical Advisory Committee discussed the Water System Improvement shutdown planning process, the Water System Improvement Draft Program Environmental Impact Report (PEIR), Customer Turnout Seismic Upgrades, and Drought Conditions and the Drought Outreach Campaign.

The Water System Improvement shutdown schedule should not directly impact Coastside County Water District, since we receive raw water from local reservoirs. And the Turnout Seismic Upgrades does not impact Coastside County Water District because the Pilarcitos (Stone Dam and Pilarcitos Reservoir) facilities are not included in the seismic upgrades.

BAWSCA reported on the status of their comments on the Draft PEIR. BAWSCA will update the BAWSCA Board of Directors at the next BAWSCA Board meeting scheduled for September 20th.

Cheryl Davis, the former Operations Manager at SFOUC, has been replaced by David Briggs. David Briggs was introduced at the meeting and it was mentioned that he was previously with Contra Costa County Water District. David Briggs stated that he plans to continue with the Operations Meetings with wholesale customers.

SFPUC – WHOLESALE CUSTOMER QUARTERLY MEETING ON SYSTEM OPERATIONS

1:30 PM, August 22, 2007
SFPUC Water Supply & Treatment Division
Meeting Hosted by City of Mountain View
Municipal Operations Center, 231 North Whisman Road
Mountain View, CA 94043

MEETING AGENDA

Welcome

Cheryl Davis

Mountain View Water System Overview

Dave Serge

System Operations (Treatment Plants & Facilities)

Dee Cutino

Water Supply Status

Operational Heads Up: Shutdown Schedule Highlights

Leo Bauer

Water Quality

Eddy So

Regional Water System Hydraulic Model

Raymond Mah

Customer Satisfaction Survey

David Cameron

Operational Communications

Water Quality Bureau

Need for Conservation, Drought Rationing/Contingencies, & Other Matters

Michael Carlin

Tour

Next Meeting: November 28th

Water System Improvements

During 2006, the City continued its efforts to expand the capacity of its water reservoirs to ensure that there is an adequate water supply to meet the community's current and future water needs and to respond to major emergencies and natural disasters. Construction was completed on a new eight-million gallon underground reservoir, pump station, and well on the Graham Middle School site. The project also included the construction of a new sports complex above the reservoir that opened to the public in December 2006.

The new Graham Reservoir facility significantly enhances water storage capacity and the City's water distribution system, which also includes the six-million gallon Whisman Reservoir and three-million gallon Miramonte Reservoir.

Other water distribution system improvements completed or started in 2006 include:

- Completing water main and service replacements in the City's Rex Manor neighborhood on Doane, Drew, Elsie, and Wagner Avenues, and on Springer Road and Hope Street.
- Beginning water and service main replacements on Latham Street, Barbara Avenue, Jane Lane and Junction Avenue.
- Commencing work on the development of a water system master plan that will evaluate future water system infrastructure needs and funding priorities.

These water system improvements were supplemented by the ongoing maintenance and repair activities performed by City water crews. Water crews repair water main breaks and maintain fire hydrants and valves. Each year, Water crews flush the City's water distribution system to remove sediment to promote good water quality. The water used in flushing activities represents only a very small portion of the water used by the City each year.



An aerial view of the new Graham Sports Complex. The track and all-weather turf cover the new eight-million gallon Graham Reservoir and will greatly reduce future irrigation demands.



The City of Mountain View has integrated several water conservation practices into its daily parks and facilities operations to reduce its water consumption. Among the actions the City has already undertaken to reduce its water consumption are:

- Installing remote programmable irrigation controllers in parks and roadway landscaped areas throughout the City to fine-tune watering schedules.
- Participating in the SCVWD's Irrigation Technical Assistance Program for its City parks. A landscape professional trained to evaluate existing irrigation systems and practices visits City parks and provides Parks staff with recommendations for additional water-saving techniques.
- Retrofitting City facilities with water-efficient toilets and other water-saving fixtures.

The City of Mountain View will continue to aggressively monitor the regional water supply and work with its water suppliers and other water agencies to plan and prepare for the possible implementation of additional, more severe, mandatory water conservation measures. The City will keep its water customers updated regarding the water supply situation and the need for any additional voluntary or mandatory water conservation efforts.



**BAWSCA Comments on
Tuolumne River Trust Report “From the Tuolumne to the Tap”, dated July 2007**

While we agree with some of the information in the Tuolumne River Trust (TRT) and Pacific Institute reports, the reports also include errors and incomplete or misleading statements, several of which are included in the July 31, 2007 Chronicle news article. For the record, and for the benefit of policy makers and interested parties, the following bullet points correct or clarify that information.

The San Francisco Public Utilities Commission (SFPUC) serves water to the City and County of San Francisco and to “wholesale customers” comprising 27 cities, water districts and water companies. These wholesale customers are BAWSCA’s members and serve the 1.7 million residents, businesses, and community organizations in Alameda, Santa Clara and San Mateo Counties.

“Wholesale customers outside of San Francisco are driving 100% of the anticipated increase in demand for water.” (TRT, Executive Summary, p. vi)

- This statement is inaccurate and misleading. The projected population and employment growth in San Francisco contributes to the projected increase in demand for water.
- If San Francisco’s population and employment were static, its projected demand for water would be lower than it is today due to increased water conservation and new supplies.
- In San Francisco, the increased water needs for the additional population and employment will be offset by projected water conservation and new water recycling in San Francisco.
- Population and employment served by wholesale customers are also projected to increase.
- By 2030, therefore, the total demand for water by wholesale customers is projected to increase 22% after conservation is implemented, and the amount they purchase from San Francisco is projected to increase 22%.ⁱ
- In 2030, the wholesale customers will satisfy 11% of their demand through water conservation and 29% through additional wastewater recycling and other sources of water.ⁱⁱ

“Outdoor water use alone is driving 60% of the anticipated increase in demand for water.” (TRT, Executive Summary, p. vi)

- This statement is inaccurate and misleading. The increased need for water is not driven by outdoor landscaping alone.
- “Outdoor Water Use” – The definition of this term for this study is “seasonal use” and includes water used for cooling purposes, not just landscape irrigation, including businesses, residents, and institutions.
- Seasonal water use varies around the Bay Area. The climate in San Francisco is very different than the majority of service area – cool and foggy vs. warmer with no fog.
- “Seasonal Water Use” represents 55% of total demand increase in the wholesale service area (not 60%).ⁱⁱⁱ

“..the PUC erroneously projected uniform growth in various industries.” (Cooley, Chronicle, 7/31/07)

- Incorrect - The projections of business and industrial growth are not uniform over the region.
- The projections of business and industrial growth, and associated water needs, reflect the current and projected characteristics for each of the 27 individual service areas.
- Business is becoming more water-efficient. Jobs are projected to grow 31% by the year 2030, while water use by business is only projected to increase 25%.^{iv}

“Their [SFPUC] studies excluded conservation efficiency and recycling measures that could eliminate the need to divert more water from the Tuolumne by at least 74%.” (TRT, Executive Summary, p. vi)

- This statement is inaccurate and misleading. The SFPUC studies included all potential conservation and recycled water projects.
- The studies examined the nine quantifiable California Urban Water Conservation Council Best Management Practices for Urban Water Conservation plus an additional 23 other water conservation measures.^v
- The baseline projected demand includes recycled water projects that were known to be feasible. Other recycled water projects were identified but not included in the baseline water use projections if their feasibility was not yet known.

"Per capita water use is projected to increase for the wholesale customers, further indicating that they lack effective conservation programs." (TRT, Executive Summary, p. vi)

- This statement is inaccurate and misleading. Projected gross per capita water demand, including water used by businesses and industry, is expected to stay about the same in 2030.^{vi}
- Gross per capita water demand was 162 gallons per capita per day (gpcpd) in 2001 compared to projected use of 160 gpcpd in 2030. This actually represents a decrease of 2 gpcpd or 1%.^{vii}
- The per capita water demand for residential uses will continue to decrease.
 - Residential per capita water demand of the wholesale customers is projected to decrease 3%, from 89 gpcpd in 2005 to 86 gpcpd in 2030.^{viii}
 - Today's residential per capita water use is 15% less than before the drought that began in 1986 and 23% less than before the drought of 1976-1977.^{ix}
- Residential per capita water use of wholesale customers is less than in other parts of California, and is less than the average for the San Francisco Bay Region as a whole. See Table 1 below.

Table 1

Region	Total <u>Residential</u> Per Capita Demand (gpcpd)
Colorado River ¹	338
South Lahontan ¹	265
Tulare Lake ¹	242
San Joaquin River ¹	220
South Coast ¹	132
North Lahontan ¹	133
Sacramento River ¹	177
Central Coast ¹	116
North Coast ¹	123
San Francisco Bay Region ^{1,2}	97
SF Wholesale Customers	88

(1) Source: P. Gleick, testimony, August 23, 2007

(2) The San Francisco Bay Region includes all or portions of nine Bay Area counties

“Metropolitan Water District of Southern California decreased water use by 16% from 1990 to 2003 despite a 14% increase in population.” (TRT, p.22)

- This statement is incomplete and misleading. It doesn't tell the whole story. Per capita water use in Southern California is higher than for San Francisco's wholesale customers, and is projected to remain higher in 2030.
- Per capita water use is projected to decrease in both Southern California and in the area served by San Francisco's wholesale customers.
- But today's per capita water use by San Francisco's wholesale customers is lower than Southern California's will be in the year 2030.^x
 - Metropolitan Water District's projected gross per capita water use in 2030 is 191 gpcpd, higher than the current gross per capita in the wholesale customer area of 182 gpcpd.
 - In 1986, the gross per capita water use in Metropolitan Water District's service area was 200 gpcpd, 10% higher than for the wholesale customer area (182 gpcpd).
 - For the year 2030, Metropolitan Water District's projected gross per capita water use is 191 gpcpd, 20% higher than for the wholesale customer area (159 gpcpd).

“About 60% of the Tuolumne River is diverted for urban and rural uses.” (TRT, Executive Summary, p. vi)

- This statement is incomplete and misleading. The Modesto (MID) and Turlock Irrigation (TID) Districts divert 47% of the water from Tuolumne River and the SFPUC diverts 12%. Of this 12%, approximately two-thirds, or 8%, is used by the wholesale customers.
- With the additional proposed 25 MGD diversion, SFPUC diversions will increase to 13% of the current total amount. Future increased diversions by MID/TID are unknown.
- Relevant comparisons between diverters of the Tuolumne River:
 - Current gross per capita water use in south Modesto is 273 gpcpd, 70% higher than in the wholesale customer area (161 gpcpd).^{xi}
 - For future planning efforts, TID recently assumed 200 gpcpd, 25% higher than projected for the wholesale customer area (160 gpcpd).^{xi}
 - Water use in the Modesto and Turlock area is not 100% metered, so customers do not pay based on how much water they individually use. In the areas receiving water from San Francisco, all customers pay for water based on metered usage, providing an incentive to conserve water.

ⁱ Source: “WSIP PEIR”, CCSF, 2007; BAWSCA Annual Survey, FY 2001/2002; Projected Water Usage for BAWSCA Agencies”, Brown and Caldwell, 2006

ⁱⁱ Source: “WSIP PEIR”, CCSF, 2007; Projected Water Usage for BAWSCA Agencies”, Brown and Caldwell, 2006

ⁱⁱⁱ Source: “Projected Water Usage for BAWSCA Agencies”, Brown and Caldwell, 2006

^{iv} Source: “SFPUC Wholesale Customer Water Demand Projections”, URS, 2004

^v Source: “SFPUC Wholesale Customer Water Conservation Potential”, URS, 2004

^{vi} Source: “Projected Water Usage for BAWSCA Agencies”, Brown and Caldwell, 2006

^{vii} Source: WSIP PEIR, 2007 and BAWSCA Annual Survey, FY 2001/2002

^{viii} Source: “Projected Water Usage for BAWSCA Agencies”, Brown and Caldwell, 2006

^{ix} Source: BAWSCA Annual Survey, FY 2005/2006

^x Source: Regional Urban Water Management Plan (MWDSOC, November 2005) ; “Projected Water Usage for BAWSCA Agencies”, Brown and Caldwell, 2006

^{xi} Source: Turlock Irrigation District DEIR “Regional Surface Water Supply Project, EIP and Assoc., 2006.

East Bay Municipal Utility District

AMS as a Conservation Tool

- How does AMS benefit Water Conservation
- A review of the pilot AMS studies we are doing
- Some early results
- Pressure Zone balancing
- Lessons learned
- Next phase of our studies

Why is Water Conservation doing this?

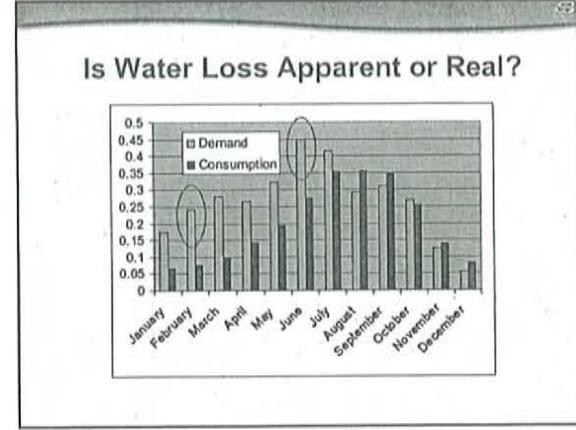


- New conservation tool
- Leak detection
- Analyze water usage
- Evaluate conservation program performance
- Balance pressure zones
- Assist with demand management

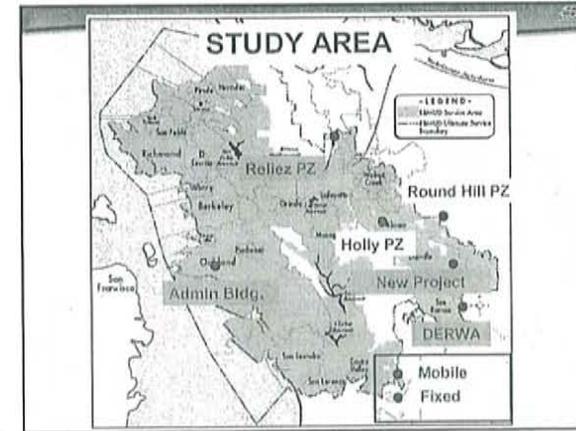
SAVE WATER

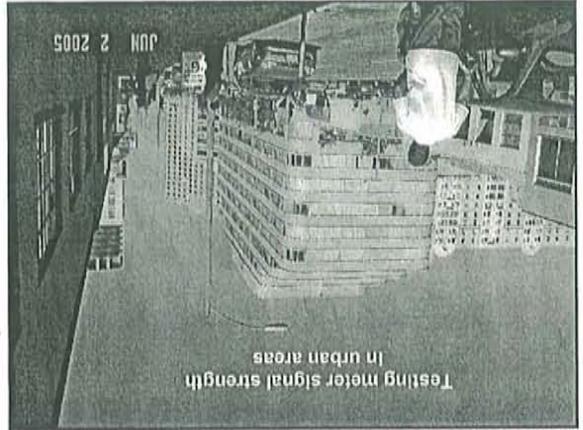
AMS Supports Procedure 900 AWWA Water Supply Accounting

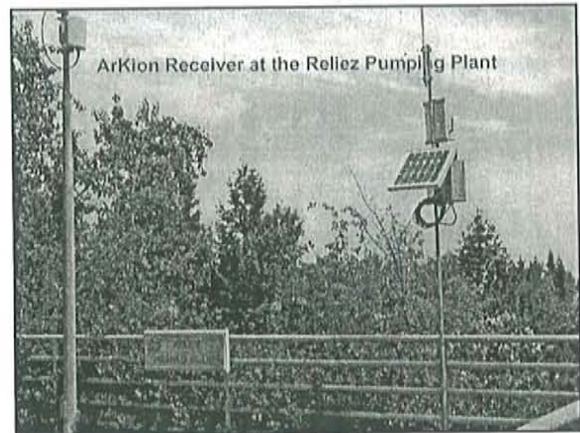
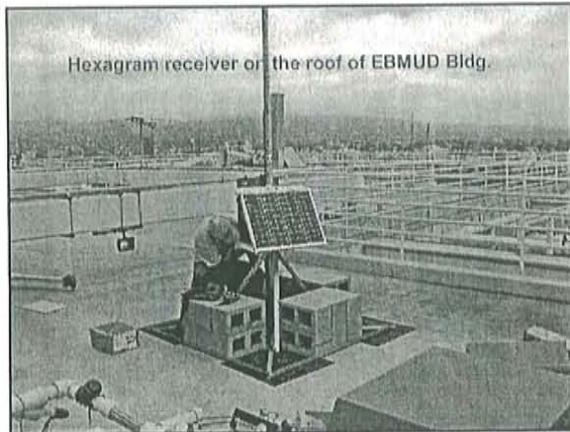
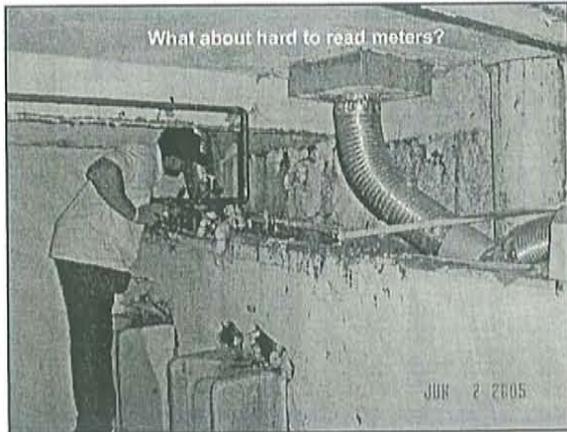
System Input Volume (corrected for known errors)	Authorized Consumption	Billed Authorized Consumption	Billed Metered Consumption (including water exported)	Revenue Water	
		Unbilled Authorized Consumption	Unbilled Metered Consumption	Non-Revenue Water (NRW)	
	Water Losses	Apparent Losses	Unauthorized Consumption		Unauthorized Consumption
			Customer Metering Inaccuracies		Customer Metering Inaccuracies
		Real Losses	Data Handling Errors		Data Handling Errors
			Leakage on Transmission and Distribution Mains		Leakage on Transmission and Distribution Mains
		Leakage and Overflows at Utility's Storage Tanks	Leakage and Overflows at Utility's Storage Tanks		
		Leakage on Service Connections up to point of Customer metering	Leakage on Service Connections up to point of Customer metering		



Area	Customer Type	Main Goals	Vendor
Holly (mobile)	Senior Citizens/ Estates	Water and Revenue Loss, Conservation	Badger
Round Hill (mobile)	Wealthy homes large lots	Demand Management Conservation	Performance Meter
Reliez (fixed)	Large Homes med size lots	Conservation End Use	Arkion
DERWA (fixed)	Townhouses & Multifamily	End Use, Range limits Conservation, Demand Management	Hexagram
Admin (fixed)	Commercial Office Bldgs, Restaurants	Test of Technology Conservation	Hexagram







What we found so far:

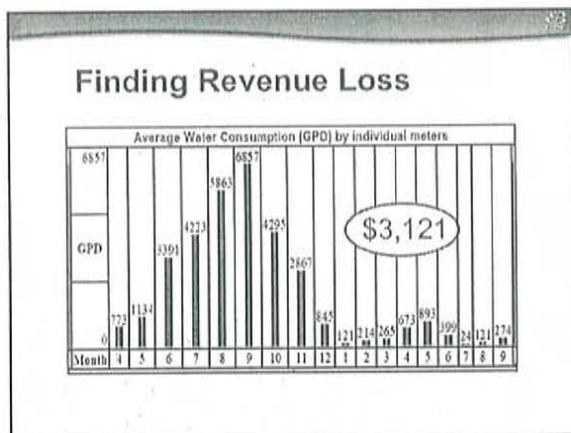
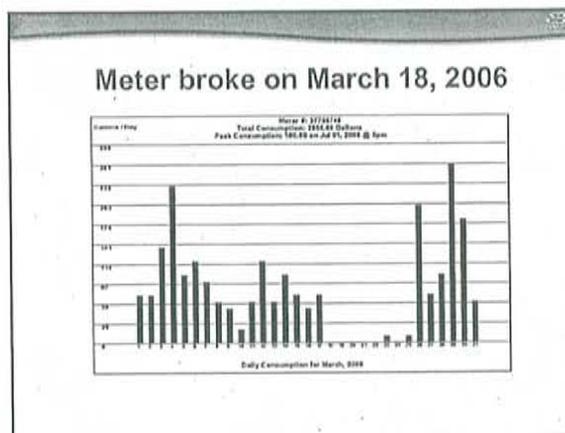
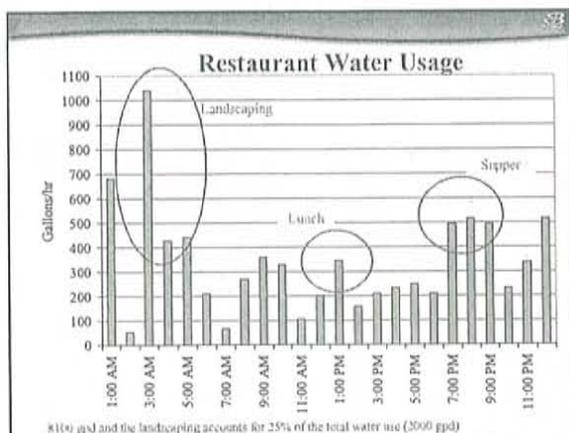


- ↳ A surprising number of leaks
- ↳ Water flow rates beyond meter capacity
- ↳ Revenue Loss from Meter inaccuracy
- ↳ Favorable customer feedback
- ↳ Technical issues

What we found so far (cont.)




- ↳ Customer behavior key to conservation
- ↳ Some leaks are not cost effective to fix
- ↳ How human error leads to water waste
- ↳ **20% conservation**
- ↳ Customers want **Web** access



Pressure Zone Balancing

Concept

- Sum hourly demand from customer meters
- Sum hourly supply from pumping plants, regulators, and changes in reservoir volume
- Compare the difference in these two hourly curves

Purpose

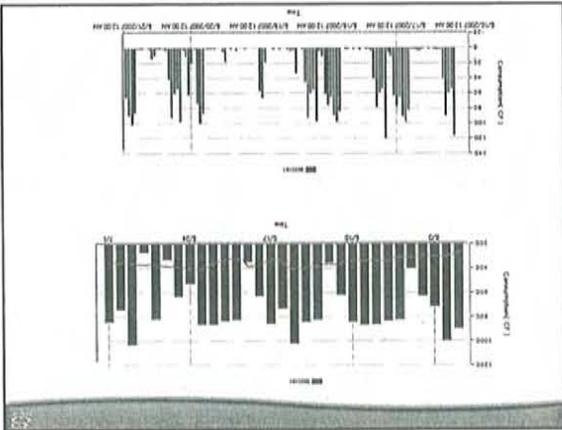
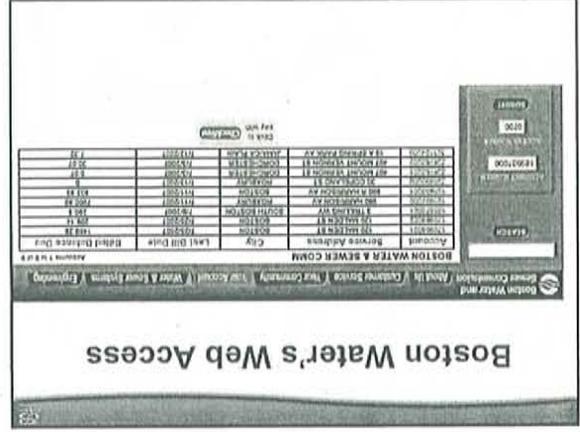
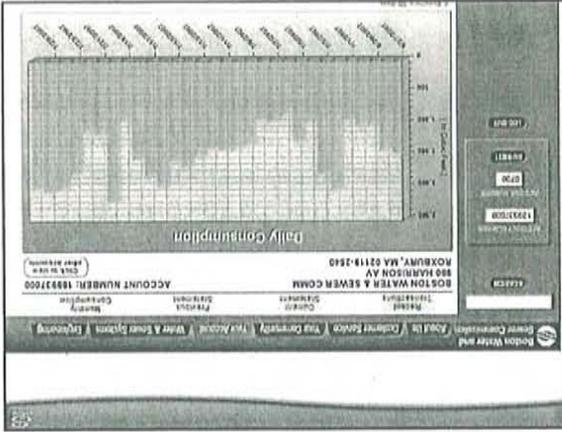
- Comparing supply vs. demand can be monitored to reveal
 - System leaks
 - Suspect slow flowing meters
 - System theft
 - Fire flow or flushing operations

Round Hill Pressure Zone Findings

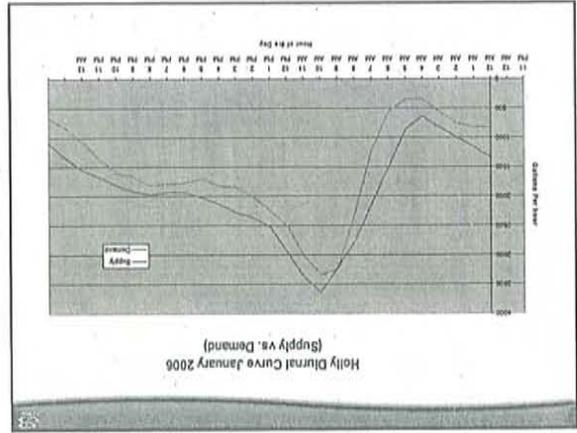
- 1,700 gpd. average daily demand in Sept. 2005
- 32% of homes had continuous leaks amounting to 6% of total water usage in pressure zone.
- 40% had intermittent leaks.
- 71% of residents irrigated same area daily.
- 13% twice daily.
- 15% of usage was above maximum meter flow rate.
- Several meters broke due to excessive use.

Holly Pressure Zone Findings

- Historical 25% difference between supply and demand
- Numerous customer leaks identified on small meters and in apartment buildings.
- Leaks unrecorded by 1-1/2 meters.
- Excessive irrigation by HOA. Management needs an on-line tool to manage.
- Estate/property managers and residents utilized information to manage their water consumption.



- ### Reliez Pressure Zone Findings
- Newer larger tract homes on larger lots
 - Very high water use, considering size of lots
 - Some drought tolerant landscapes watered daily
 - Significant leaks in some homes



Lessons Learned

- ↳ Limited Meter Resolution (some models). Need for 1 cubic foot minimum resolution.
- ↳ Technology still being debugged and improved. Need for pilot testing.
- ↳ Meter/MIU compatibility. Need for universal connector.
- ↳ Data overload. Need new mining tools.
- ↳ Conservation still comes down to customer participation. Need for staff intervention.
- ↳ Apparent losses can be significant. Need for proper meter sizing and maintenance.
- ↳ Customers want access to data

Next Phase of Pilots for EBMUD

- ↳ 4,000 customer meter pilot with focus on conservation
- ↳ Fixed network 2-way, with hourly data and MIU storage
- ↳ Web data for Customers
 - View their hourly usage
 - Receive notification of leaks
 - Customized daily budget
- ↳ Distribution acoustic leak detection through AMR
- ↳ On demand pressure zone balances on daily basis
- ↳ Coordinate use of this technology with other conservation programs such as our Weather Based Irrigation Controllers.
- ↳ Grant funding from California DWR and USBR.
- ↳ RFP in early 2008



Questions & Answers

Dave Wallenstein, P.E.
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(510) 986-7614



SAN FRANCISCO PUBLIC UTILITIES COMMISSION

CUSTOMER SERVICES
1155 Market St., 2nd Floor, San Francisco, CA 94103 • Tel. (415) 551-4700 • Fax (415) 551-4710



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MAYOR

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PRESIDENT

ANN MOLLER CAEN
VICE PRESIDENT

E. DENNIS NORMANDY
ADAM WERBACH
RICHARD SKLAR

SUSAN LEAL
GENERAL MANAGER

DATE: August 14, 2007

TO: Ryan L. Brooks, President
Ann Moller Caen, Vice President
E. Dennis Normandy, Commissioner
Adam Werbach, Commissioner
Richard Sklar, Commissioner

THRU: Susan Leal, General Manager *SL*
Scott MacDonald, Assistant General Manager of Business Services *SM*
Michael Carlin, Assistant General Manager of Water Enterprise *WC*

FROM: Marge Vizcarra, Customer Services Manager *MV*

SUBJECT: **Meter Reading Technology**

As a follow up to my report dated January 9, 2007 regarding the above subject matter, attached is a copy of the summary findings and recommendations of the Automated Meter Reading (AMR) and Advanced Metering Infrastructure (AMI) Feasibility Study.

As per your directive, SFPUC staff retained the services of a consultant, ACL Inc., to develop a business case for an automated meter reading solution. The main objectives of the study are to determine if automation of the meter reading function makes good business sense, and if so, which system best meets SFPUC requirements.

The study comprises of six reports, which I have summarized below.

Report #1 - SFPUC Situation Analysis

SFPUC provides water and wastewater services to about 180,000 customers and electric service to about 2,500 customer accounts. Growth in customer base is minimal with just 10,000 new meters being added to the system in the past 18 years. However, SFPUC estimates that approximately 8,500 new water meters are expected to be installed in the next 5 years due to new development and construction at Hunters Point, Treasure Island, TransBay Point and Candlestick Park.

Report #2 - AMR/AMI Technology

SFPUC has two automation options for replacement of manual meter reading:

1. **Automated Meter Reading (AMR)**, which acquires a cumulative meter read on a monthly basis and is typically accomplished with a walk-by, or drive-by system using radio frequency technology. Personnel are still required to go out to the field to acquire meter reads.
2. **Advanced Metering Infrastructure (AMI)**, which utilizes a fixed communication infrastructure of licensed or unlicensed radio frequency (RF), or power line carrier (PLC) technologies to transmit daily or more frequent meter reads from the meter to the utility. No personnel are required to leave the utility offices to acquire meter reads.

The study shows clearly that AMI offers more enhanced functionality and customer benefits including elimination of off-cycle reads along with all associated field visits, access to increased customer usage information (interval usage at a minimum of four reads per day), tamper/theft detection, flow profiling, meter right sizing and leak detection on a meter by meter basis or system-wide level.

There are many drivers for deploying an AMI solution including the following:

1. Most SFPUC meters are read bi-monthly and billed bi-monthly. Converting to monthly meter read and billing schedules can more easily be done in a cost-effective manner under an AMI system.
2. SFPUC's overall meter population is aging faster than what staff has historically been able to update through an aged meter change-out process. More and more of SFPUC meters continue to fall behind the 20 year scheduled replacement goal. Depending on the AMI solution that is selected, the study factored in two scenarios: (1) a full change-out of all the meters, or (2) change-out of 2/3 of the meters which are over ten years old. With new meters, meter accuracy will improve and consequently, revenue will more accurately reflect actual water consumption.
3. SFPUC Leak Allowance program provides for credit adjustments on customers bills when high bill problems occur due to unidentified leaks. In 2006, the actual total amount of high bill adjustments was just over \$1 M. Daily usage anomaly reports for unusually high readings under an AMI will enable SFPUC to proactively address costly water losses on a more timely basis. The report concludes that the leak allowance program would be virtually eliminated.

Report #3 – Deployment Strategy

SFPUC has the option of deploying AMI over a compressed time period of 2-3 years or extending the deployment to encompass a period of five years or more. The preferred strategy is a 2-3 year deployment to realize maximum benefits.

Report #4 – Staff Reallocation

With over 180,000 meters, SFPUC currently utilizes 12 FTE meter readers. Without AMI, ACL Inc. estimates based on current operational trends that SFPUC Customer Services would require a total of 7 FTE in the next ten years. Further, if SFPUC does not adopt an AMI system and adopts monthly manual meter reads by FY2013, SFPUC can expect the current meter reading budget to double to accommodate additional staff, equipment, training and overhead.

The AMI purchase decision and deployment process affords SFPUC the opportunity to minimize impact to current staff. Additional training will provide staff with an immediate opportunity to use new skill sets during the deployment phase and also to operate and manage the AMI system afterwards. Depending on the type of training offered meter reading staff will be able to migrate into CDD or field service positions or newly created positions associated with the AMI system.

Report #5 – Cost Analysis

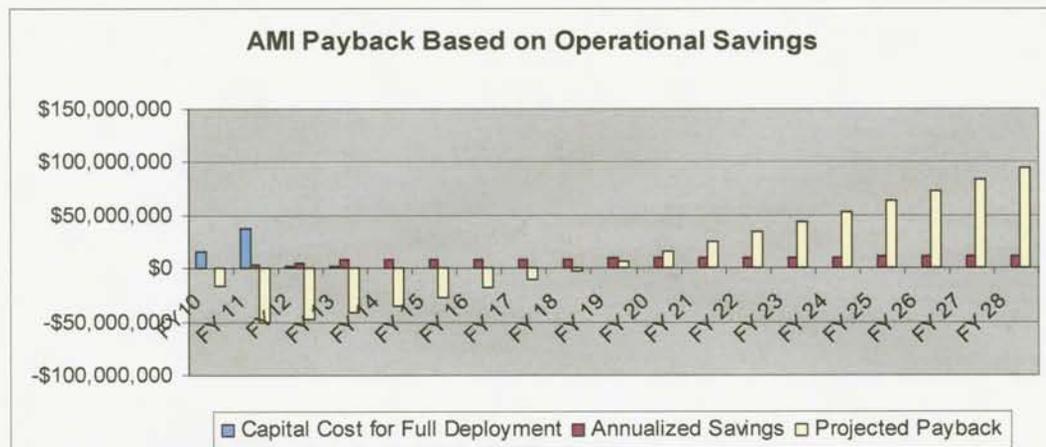
The total cost of a new AMR or AMI system--the system lifecycle costs-- was estimated for a 20-year time period. Total costs include all operations, labor, capital, and maintenance required to support the meter, network communications and computer costs.

The total estimated costs of the various AMR/AMI system options that address SFPUC requirements are summarized in the table below.

AMR/AMI Vendor	Total Estimated Cost including 20 yr operating life
Neptune – Van – MMR – AMR with 60,000 retrofit 5/8 – 1” meters	\$58,331,890
Hexagram with Neptune E-Coder Meters and wireless WAN = Cingular, with 60,000 retrofit 5/8 – 1” meters	\$62,705,837
Hexagram with Neptune E-Coder Meters with WiFi WAN (no charge to SFPUC) with 60,000 retrofit 5/8 – 1” meters	\$62,485,868
Hexagram with Neptune ProRead Meters with WiFi WAN (no charge to SFPUC) with 60,000 retrofit 5/8 – 1” meters	\$59,997,686
Sensus Flexnet system with ECE-4 Meters with wireless connection through service provider – all new 5/8 – 1” meters	\$58,593,307
Sensus Flexnet system with ECE-4 Meters and wireless connection providing read for fee service – all new 5/8 – 1” meters	\$62,999,159
Itron FN 2.5 with AMCO or Badger Meters and wireless connection through service provider – all new 5/8 – 1” meters	\$55,768,284

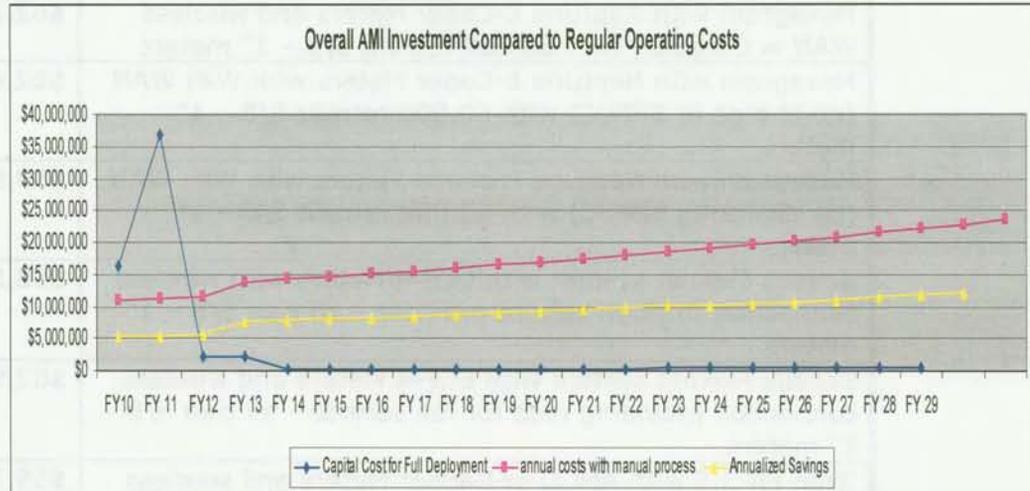
Including replacement costs for 66% new 5/8” – 1” meters and all operating costs for 20 years, the total estimated cost of the AMR van system increases to \$61.5 million. Adding in the cost of SFPUC manual meter reading budget over the same 20 years for the migration to monthly meter reads in FY 2013 and including a 3% inflation factor raises the estimated cost of the AMR van system to \$65.2 million. Thus, the report concludes that the pay back period for the AMR van based system would be over 13 years.

By comparison, the report estimates that the 20-year capital, operational, labor and meter costs for an AMI system is \$64 million. In addition, cost savings associated with bi-monthly meter reading up to FY 2013 and other associated tasks makes the estimated pay back period of 8 years for the AMI solution significantly shorter.



Report #6 – Summary of Findings and Recommendations

The attached final report does show (and as illustrated on the chart below) that deploying an automated meter reading solution within San Francisco makes good business sense and an AMI with a Fixed Network solution best meets SFPUC requirement. Thus, SFPUC staff will continue working with ACL Inc. in developing a Request for Information (RFI).



Copies of the detailed reports are available at the Commission's request. Please contact me at (415) 551-4700 or at mvizcarra@sfgwater.org

cc: Michelle Modena, HRS Director
Hans Loffeld, ITS Director



Cash rebates on water conserving fixtures and appliances for Multi-Family common areas and for Commercial, Industrial and Institutional customers throughout California.

Smart Rebates is a water conservation program administered by the California Urban Water Conservation Council for Multi-Family, Commercial, Industrial and Institutional customers of participating water utilities. Rebates are available for a wide variety of water conserving fixtures and appliances. These fixtures and appliances help lower water and sewer bills, reduce energy costs, and improve our environment. Take advantage of these Smart Rebates and help reduce the demand on our resources by conserving water while saving money.

Ultra Low-Flush Toilets

(1.6 gallons or less)

\$300

rebate per toilet

High-Efficiency Flush Valve Toilets

(1.28 gallons or less)

\$200

rebate per toilet

High-Efficiency Gravity Toilets

(1.28 gallons or less)

\$200

rebate per toilet



High-Efficiency Urinals

(0.5 gallons or less)

\$300

rebate per urinal



Save Money

Lower Water Bills

Lower Sewer Bills

Lower Energy Bills

Less Environmental Impact



High-Efficiency Clothes Washers

(water factor of 6.0 or less)

\$400

rebate per washer

Pressurized Waterbroom

\$50

rebate per broom



X-Ray Film Processor Recycling System

(retrofit)

\$2,000

rebate per system



Call 1-800-563-5874 or visit www.cuwcc.org for more information on how you can save money, save water and save California's precious resources.

Funding is limited and only available for a short time. Call today for additional details.

Applications and qualifying models lists are available at www.cuwcc.org or by calling 1-800-563-5874. All fixtures and appliances must be purchased on or after March 1, 2007. Other program restrictions and eligibility requirements apply. For program guidelines please visit www.cuwcc.org or call 1-800-563-5874. Not all models qualify for rebates and not all participating water utilities offer rebates for all fixtures and appliances. To see the rebates available in your area and a complete list of qualifying fixtures and appliances go to www.cuwcc.org. Se habla español.



Commercial Rebates Available from Participating Water Utilities

Participating Water Utilities	Ultra Low-Flush Toilet	High-Efficiency Toilet	High-Efficiency Clothes Washer	High-Efficiency Urinal	Waterbroom	X-Ray Film Processor Recycling System
Alameda County Water District						X
Atascadero Mutual Water Company		X	X		X	
Cal Am Coronado District		X				
Cal Am Sacramento District					X	
Cal Water Antelope Valley District	X			X		
Cal Water Bakersfield District			X	X	X	X
Cal Water Bear Gulch District			X		X	X
Cal Water East Los Angeles District					X	X
Cal Water Kern River Valley District	X			X		
Cal Water Livermore District			X	X	X	X
Cal Water Los Altos District					X	
Cal Water Mid-Peninsula District			X		X	X
Cal Water Redwood Valley	X			X		
Cal Water Salinas District					X	X
Cal Water South San Francisco District			X		X	X
Cal Water Stockton District					X	X
Cal Water Visalia District					X	X
Casitas Municipal Water District			X			
Coastside County Water District	X	X	X	X	X	
Dublin San Ramon Services District	X	X	X	X		
Goleta Water District					X	
Hayward, City of			X			
Lake Arrowhead CSD	X	X	X	X		X
Napa, City of		X	X	X	X	X
Redwood City, City of	X		X		X	X
San Francisco PUC		X	X	X	X	X
Santa Barbara, City of					X	
Santa Cruz, City of	X	X	X	X	X	X
Stockton, City of			X			

Please refer to your water bill to identify your water utility. If your water utility is listed above, you may qualify for Smart Rebates. For program guidelines please visit www.cuwcc.org or call 1-800-563-5874. Se habla español. Rebate funds on the above fixtures and appliances are available on a first-come, first-serve basis until rebate funds are depleted. To see the latest rebates available in your water utility's service area and a complete list of qualifying fixtures and appliances go to www.cuwcc.org.

STAFF REPORT

To: Board of Directors

From: Cathleen Brennan, Water Resources Analyst

Agenda: September 11, 2007

Subject: Water Shortage and Drought Contingency Plan

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

ADVISORY STAGE – Stage 1

▪ Outreach

√ The August 21st edition of the Daily News included a full page black and white advertisement promoting the “water-saving hero” campaign.

√ The August 2nd edition of the Half Moon Bay Review included a full page black and white advertisement promoting the “water-saving hero” campaign.

√ I Met with Half Moon Bay Review staff writer – David Smydra. We discussed Crystal Springs Reservoir and the Water Shortage and Drought Contingency Plan.

An article appeared in the August 29th edition of the HMB Review on the water levels of Crystal Springs Reservoir.

√ San Lorenzo Valley Water District, which serves Boulder Creek, Brookdale, Ben Lomond, Zyanante and Scotts Valley, has declared mandatory water restrictions. Customers are required to curtail water usage by 20%.

√ The San Francisco Public Utilities Commission (SFPUC) gave wholesale customers copies of a brochure produced under the regional “Water Saving Hero” outreach campaign. Four hundred (400) copies were provided free to the wholesale customers.

▪ Meetings

√ Employee meeting on August 22, 2007- discussed regional campaign.

▪ 10% Water Savings Goal

√ The San Francisco Public Utilities Commission (SFPUC) has reported the regional water system (wholesale and retail) is meeting the 10% water savings goal.

COASTSIDE COUNTY WATER DISTRICT

INTERNAL ADVISORY COMMITTEE REPORT

Advisory Committee: SFPUC Policy Advisory & Future Water Resources Committee

Meeting Date and Time: August 24, 2007 – 10:00am to Noon
Conference Call

Committee Members: Chris Mickelsen, Vice President
Bob Feldman, Director

Meeting attended by: Joe Guistino, Interim General Manager
Cathleen Brennan, Water Resources Analyst
Pilarcitos IWMP Workgroup

Absent: Chris Mickelsen, Vice President
Bob Feldman, Director

Subject: Pilarcitos Integrated Water Management Plan
(Pilarcitos IWMP)

Committee Recommendations: None

Discussion Items:

This telephone conference was to discuss two items. The first item on the agenda was the data gaps identified in the Draft – Pilarcitos Integrated Water Management Plan Assessment and the second item was to discuss the September 29th public workshop on the Draft-Pilarcitos Integrated Water Management Plan Assessment.

Item 1: There was consensus among the workgroup to allow PWA (consultants) to proceed with efforts to fill selected data gaps identified in the assessment document. Specifically, the tasks identified are evaluating fish habitat on Upper Arroyo Leon; evaluating fish habitat on Upper Apanolio Creek and evaluating effectiveness of barrier removal projects on Mills Creek and Upper Arroyo Leon. Also identified were fish studies on Arroyo Leon and Apanolio Creek but it was discovered that permits from NOAA could not be obtained this year for additional fish studies.

It was mentioned that a Hydrologic model of the watershed is also needed but not possible do to budget constraints and costs of creating the model.

Item 2: On Saturday, September 29th a public workshop will be held for the Pilarcitos Integrated Watershed Management Plan Watershed Assessment – Draft. This workshop will be from 10:00am to 1:30pm at Harbor House Conference Center. Coastside County Water District has volunteered to help facilitate the workshop in addition to helping with set up and clean up. Coastside County Water District has also volunteered to post the workshop on our web site and to provide outreach materials for the workshop. The workgroup expressed an interest in Coastside County Water District providing a display (poster) that shows our water service area and water sources.

The (draft) agenda topics for the workshop will include the following:

- I. General Introduction
- II. Introduction to the Watershed
- III. Introduction to the Project (including success stories)
- IV. Overview of Watershed Assessment Report
- V. Goals and Objectives of Project
- VI. Update on Water Reclamation
- VII. Break out sessions (to provide feedback)
- VIII. Closing Comments

Every property owner in the watershed will be invited by mail. There will be a press release and notices of the meeting will be posted in the community. Workgroup members will post the workshop on their websites.

On a footnote, it was agreed that tap water would be supplied as opposed to bottled water.

COASTSIDE COUNTY WATER DISTRICT

INTERNAL ADVISORY COMMITTEE REPORT

Advisory Committee: SFPUC Policy Advisory & Future Water Resources Committee

Meeting Date and Time: August 29, 2007 – 10:00am
(agenda attached)

Committee Members: Chris Mickelsen, Vice President
Bob Feldman, Director

Meeting attended by: Chris Mickelsen, Vice President
Bob Feldman, Director
Cathleen Brennan, Water Resources Analyst
Other interested agencies (RCD, MWSD and SAM)
and a concerned citizen of the IRWM process.

Subject: Integrated Regional Water Management
(IRWM)

Committee Recommendations: The committee recommends supporting the efforts of investigating the alternatives of creating a sub-region of the San Francisco Bay Area IRWM Plan or creating a separate Coastside Region IRWM Plan. This recommendation includes a financial contribution of up to \$3,000.00 plus staff time and other resources.

Discussion Items:

The Department of Water Resources (DWR) has grants available through proposition 50 and proposition 84. The DWR encourages the development of IRWM strategies for the management of water resources by providing funding for these strategies through competitive grants funded by the above mentioned propositions.

The IRWM program process is intended to promote integrated regional water management planning to ensure sustainable water uses, reliable water supplies, better environmental stewardship, efficient urban development, protection of agriculture, and a strong economy.

There is currently a San Francisco (SF) Bay Area IRWM Plan in process. The Coastside is, by definition of the region, a part of this Plan. Coastside County Water District is not a signatory of the Letter of Mutual Understanding (LOMU) to develop a SF Bay Area IRWMP.

Coastside agencies are concerned that by being part of the current SF Bay Area process it would be hard to compete for limited grant funding. Coastside agencies are considering three alternatives at this time.

Alternative I: Remain part of the San Francisco Bay Area IRWM Plan process and try to compete among larger bay area agencies for funding of local proposals. This would be the status quo.

Alternative II: Request to remain part of the San Francisco Bay Area IRWM Plan process as a Sub-Region of the SF Bay Area. We would have to have the cooperation and approval of both the Department of Water Resources and the LOMU signatories. The rationale is that as a sub-region of the SF Bay Area process the Coastside would have more visibility and would have a better chance at competing for funds.

Alternative III: Request to become our own region and initiate our own Coastal IRWM Plan process. We would need approval of the Department of Water Resources to create our own region. The rationale is that as our own region it would be easier to complete for limited funds and we would have more visibility independent from the SF Bay Area.

Collectively, there is support for both alternative II and alternative III. There has not been a definitive decision on which alternative to favor because there is still some feedback and information pending from the Department of Water Resources and signatories of the SF Bay Area IRWM Plan. To pursue either of these alternatives, it would require a commitment from Coastside County Water District in both staff time and money.

FISCAL IMPACTS:

If Coastside County Water District supports either Alternative II or Alternative III, the initial financial commitment would be approximately \$3,000, which does not include staff time in attending meetings, hosting meetings, data collection and preparation of documents. It is possible that the cost of staff time and resources would match the cash commitment of \$3,000.

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

**MEETING OF THE SAN FRANCISCO PUBLIC UTILITIES
COMMISSION POLICY ADVISORY
AND FUTURE WATER RESOURCES COMMITTEE**

Wednesday, August 29, 2007 - 10:00 a.m.

Location of Meeting:
*San Mateo County Resource Conservation District
625 Miramontes Street, Suite 103
Half Moon Bay, CA 94019*

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.

- 1) Oral Communications
- 2) Review, discussion, and possible direction to staff regarding the Integrated Regional Water Management Plan (IRWM).
- 3) Adjournment

COASTSIDE COUNTY WATER DISTRICT

INTERNAL ADVISORY COMMITTEE REPORT

Advisory Committee: [External Affairs Committee](#)

Meeting Date and Time: August 23, 2007 – 8:30am
Agenda Attached to Report

Committee Members: Chris Mickelsen, Vice President
Everett Ascher, Director

Meeting attended by: Chris Mickelsen, Vice President
Everett Ascher, Director
Cathleen Brennan, Water Resources Analyst

Subject: Discussion of the Association of California
Water Agencies (ACWA)

Discussion of the California Special Districts
Association (CSDA)

Committee Recommendations:

1. The Committee recommends that the Board concur with the ACWA Region 5 Nominating Committee's recommended slate (*Official Region 5 Board Ballot Form attached*). Note: CCWD passed Resolution 2007-08 on June 12, 2007 placing in nomination, Everett Ascher as a Board Member of ACWA (*attached*).
2. The Committee recommends that the Board consider nominating Director Everett Ascher for the ACWA Local Government Committee (*letter dated August 6, 2007 letter from ACWA and Committee Consideration form attached*).
3. The Committee recommends that the Board consider casting a ballot for Sherry Sterrett for Region 3 of the CSDA Board of Directors Election 2007 – (*mail ballot information letter, official ballot and candidate's statements attached*).

4. The Committee recommends that the Board consider nominating Director Everett Ascher for appointment to a CSDA Special Committee (*letter from CSDA dated August 9, 2007 and Committee and Volunteer Interest form attached*).

Discussion Items:

1. ACWA's official Region 5 Board Ballot for the 2008-2009 term includes the following recommended nominations:
Chair: John Weed, Alameda County Water District
Vice Chair: David Hodgins, Scotts Valley Water District
Board Members: Everett Ascher, Coastside County Water District
Bob Pracek, Montara Water and Sanitary District
Larry Wilson, Santa Clara Valley Water District
2. ACWA is requesting committee nominees for the 2008-2009 term.
3. CSDA forwarded a mail ballot for Coastside County Water District's use to elect a representative to the CSDA Board of Directors for Seat B, Region 3.
4. CSDA is accepting nominations for their committees. CSDA is requesting that individuals list their top three choices for committee participation. Director Everett Ascher has chosen the following:
Choice one – Legislative Committee
Choice two – Finance Corporations
Choice three – Education Committee

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MEETING OF THE EXTERNAL AFFAIRS COMMITTEE

Thursday, August 23, 2007 - 8:30 A.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.

- 1) Oral Communications**
- 2) Discussion of the Association of California Water Agencies (ACWA)**
 - A. Region 5 Election for 2008-2009 Term**
 - B. Committee Appointment Nominees for the 2008-2009 Term**
- 3) Discussion of the California Special Districts Association**
 - A. 2007 Board Elections**
 - B. 2008 Committee and Volunteer Interest Form**
- 4) Adjournment**

1

Official Region 5 Board Ballot 2008-2009 Term

Please return completed ballot by September 30, 2007.

Mail: OR Fax: 916-325-2316
 ACWA
 910 K Street
 Suite 100
 Sacramento, CA 95814

You may also cast your ballot at the Region 5 meeting on September 17, 2007 in Cambria.

Agency Name

Coastside County Water District

Authorized Representative

Everett Ascher

Board President Signature

X

Jim Larimer

Date _____

I concur with the Region 5 Nominating Committee's recommended slate below.

Region 5 Nominating Committee's Recommended Slate

Chair: John Weed, Alameda County Water District
Vice Chair: David Hodgins, Scotts Valley Water District
Board Members:
 Everett Ascher, Coastside Water District
 Katy Foulkes, East Bay Municipal Utility District
 Bob Ptacek, Montara Water and Sanitary District
 Larry Wilson, Santa Clara Valley Water District

General Voting Instructions:

1. Please fill out your agency information above. The authorized representative is determined by your agency in accordance with your agency's policies and procedures. Region 5 Rules and Regulations "require the Board President's signature for approval."
2. You may either vote for the slate recommended by the Region 5 Nominating Committee or vote for individual region board members. Please mark the appropriate bubble to indicate your decision.

I do not concur with the Region 5 Nominating Committee's recommended slate. I will vote for individual candidates below as indicated.

Region 5 Board Candidate Nominations

Please note: The Region 5 Rules and Regulations require, "All candidates must be local agency board members."

Candidates for Chair (Choose one)

John Weed, Alameda County Water District

Candidates for Vice Chair (Choose one)

Katy Foulkes, East Bay Municipal Utility District

David Hodgins, Scotts Valley Water District

Candidates for Board Member (Choose three to five)

Everett Ascher, Coastside County Water District

Bob Ptacek, Montara Water & Sanitary District

Katy Foulkes, East Bay Municipal Utility District

John Weed, Alameda County Water District

David Hodgins, Scotts Valley Water District

Larry Wilson, Santa Clara Valley Water District

RESOLUTION NO. 2007-08

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
COASTSIDE COUNTY WATER DISTRICT
PLACING IN NOMINATION, EVERETT ASCHER
AS A BOARD MEMBER OF THE ASSOCIATION OF CALIFORNIA
WATER AGENCIES, REGION 5

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE COASTSIDE COUNTY WATER DISTRICT AS FOLLOWS:

WHEREAS, the Board of Directors of the Coastside County Water District does encourage and support the participation of its members in the affairs of the Association of California Water Agencies (ACWA); and

WHEREAS, Everett Ascher has indicated a desire to serve as a Board Member of ACWA Region 5.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE COASTSIDE COUNTY WATER DISTRICT AS FOLLOWS:

1. That the Board of Directors does place its full and unreserved support in the nomination of Everett Ascher for the position of Board Member of ACWA Region 5.
2. That the Board of Directors does hereby determine that the expenses attendant with the service of Everett Ascher in ACWA Region 5 shall be borne by the Coastside County Water District.

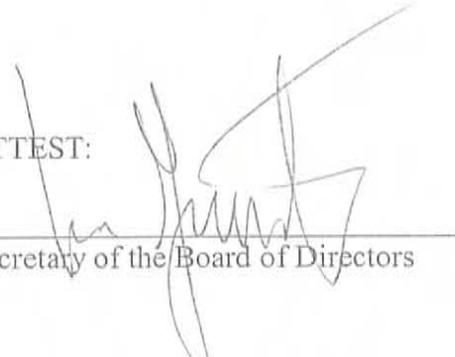
PASSED AND ADOPTED this 12th day of June 2007 by the following votes of the Board of Directors:

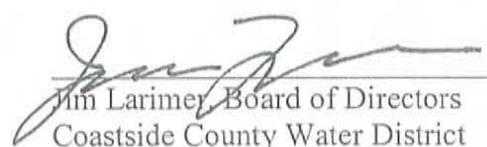
AYES: Directors Coverdell, Mickelsen, Ascher, Larimer

NOES:

ABSENT: Director Feldman

ATTEST:


Secretary of the Board of Directors


Jim Larimer, Board of Directors
Coastside County Water District

2



Association of California Water Agencies

Leadership Advocacy Information Since 1910

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AUG 10 2007

COASTSIDE COUNTY
WATER DISTRICT

MEMORANDUM

August 6, 2007

**TO: MEMBER AGENCY BOARD PRESIDENT'S
MEMBER AGENCY GENERAL MANAGER'S**

FROM: RANDY FIORINI, ACWA PRESIDENT

**SUBJECT: ACWA COMMITTEE APPOINTMENT NOMINEES FOR THE
2008-2009 TERM**

PLEASE RESPOND BY SEPTEMBER 28, 2007

Committees are an integral part of ACWA's activities and policy development. The end of the current committee term is fast approaching and it is time again to request committee nominations from ACWA members. New officers (President/Vice President) will be elected at the fall conference, so it is time to prepare to reconstitute all committees for the 2008-2009 term.

In submitting names for consideration, please do so with the understanding that committees need active, involved individuals able to expend the time and provide their expertise if appointed. **Please keep in mind, that the district is responsible for all costs associated with the participation of their representative on committees.**

An important part in helping committees to be as effective as possible is attendance. ACWA's bylaws state, "Two consecutive, unexcused absences from an ACWA **limited** committee shall constitute a resignation and a replacement will be named as soon as possible." Also, those with a record of repeated, excused absences will be reviewed and considered for replacement.

The following information is enclosed in this packet.

- **Current agency committee representation** (if you receive a blank report, this indicates your agency has no committee representation)
- Committee attendance records (only for limited committees)
- Summary of ACWA's Committee Purposes and Responsibilities
- Committee consideration form (before you begin, please make extra copies)

- *Sample* committee consideration form
- Committee Timeline

All correspondence and forms regarding committee appointments must be in the ACWA office no later than **September 28, 2007** to be eligible for consideration. Please contact Kelly Smith at (916) 441-4545 or kellys@acwa.com, if you have any questions concerning the committee appointment process.

We appreciate your timely attention to this matter.

Enclosures

RF:ks



Coastside CWD

Mr. Everett Ascher	Local Government Committee	Member
Mr. Anthony P. Condotti	Legal Affairs Committee	Member

COMMITTEE CONSIDERATION FORM

ASSOCIATION OF CALIFORNIA WATER AGENCIES

 Important Note
 Please make additional
 copies prior to completing
 this form.

910 K Street, Suite 100
 Sacramento, California 95814-3577
 (916) 441-4545 Fax (916) 325-4856

*Rank
 1=first choice
 2=second choice
 3=third choice

NAME AND TITLE	PHONE/FAX	COMMITTEE	Rank*
Please print legibly Everett Ascher	ph (650) 726-8139	Local Government Committee	
	fx (650) 726-8136		
	Email e.ascher@comcast.net		
	ph		
	fx		
	Email		
	ph		
	fx		
	Email		
	ph		
	fx		
	Email		
	ph		
	fx		
	Email		

QUESTIONS? Please call Kelly Smith at ACWA (916) 441-4545.

RECOMMENDATION SUBMITTED BY:

District/Company Name _____ Coastside County Water District _____ Phone (650) 726-4405 _____

SIGNATURE: _____ Title _____

Either the District/Company General Manager or Board President must sign this form.

3



RECEIVED

AUG 06 2007
COASTSIDE COUNTY
WATER DISTRICT

RECEIVED
AUG 06 2007
COASTSIDE COUNTY
WATER DISTRICT

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION
BOARD ELECTIONS

Mail Ballot Information – 2007 Elections

Dear CSDA Member:

A mail ballot is enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors for Seat B, Region 3. Each of the candidates is either a board member or management-level employee of a member district located in your geographic region. We have also enclosed the candidate statements for each candidate who submitted one.

Please vote for **only one** candidate to represent your region in Seat B and be sure to sign, date and fill in your member district information (*in some regions, there may only be one candidate*). If any part of the ballot is not completed, the ballot will not be valid.

You may choose to send back the ballot via either certified or first class mail. Please utilize the enclosed return envelope to return the completed ballot. **Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, California, 95814 by 5:00 p.m. on September 26, 2007.**

Please contact Diana Zavala with any questions at (916) 442-7887.



**CSDA BOARD OF DIRECTORS
ELECTION 2007**

ALL FIELDS MUST BE COMPLETED FOR BALLOT TO BE COUNTED.
(Please vote for one.)

REGION THREE



*Seat B - term
ends 2010*

- Catherine Benediktsson**
Sanitary District #5 of Marin County
- Kathryn Slater-Carter**
Montara Water and Sanitary District
- Sherry Sterrett***
Pleasant Hill Recreation and Park District

* incumbent

Signature: _____ Date: _____

Member District: Coastside County Water District

Must be received by 5pm, September 26, 2007 CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814

Candidate's Statement

Name: Catharine Benediktsson
Occupation: Environmental Engineer/Board of Director Sanitary District No.5
Marin County

Education and Qualification:

I have served for the last seven years on the Board of Directors of the Sanitary District #5 of Marin County. Previously, I served as a member of the board for a large national environmental training center. Prior to that I was program manager for the Federal Aviation Administration (projects under my signatory control totaled over \$100 million dollars). I am a civil engineer.

The Sanitary District #5 is currently facing years on infrastructure repair. Districts statewide face similar infrastructure and staffing challenges. I have firsthand experience dealing with many of these issues, as well as environmental regulation, project management, government finance and administration.

I believe I bring to the Board the ability and engineering experience necessary to address the many complex legal, regulatory and infrastructure issues that face us today.

I have worked on a number of key programs while on the Sanitary District #5 Board that are common to many of our districts. We have documented our capital improvement plan to address an aging infrastructure through video records, and computer analyses. We have introduced a District reserve policy to insure financial solvency during difficult economic times; We have developed programs to make all activities of the District more transparent and open to the public.

I am deeply committed to ensuring tax dollars are spent wisely and that the highest level of sanitary services statewide are provided in the most efficient manner possible.

There is much more to be done.

I am recently retired and have the time and energy to work for CSDA. I respectfully request your vote.

Candidate Statement
Kathryn Slater-Carter
Region 3

Hi. I am asking you to vote for me for the CSDA Board of Directors. The necessity of a strong CSDA is ever more apparent as the State continues its efforts to intervene in the work and budgets of special districts. The continuing growth in our membership underscores the statewide recognition of the importance the member benefits have to districts, to elected members and to staff members. On the Board, I will continue my work to bring greater recognition of the vital importance of special districts to California now and in the future.

I am a strong leader and advocate for my community. I have been an elected member of the Montara Water and Sanitary District Board for 12 years. I have been my district's representative to the local CSDA chapter for 8 years. I am currently president of the San Mateo County chapter and am on the CSDA Membership and Recruitment Committee. In addition, I serve as an elected member of the local advisory board to the San Mateo County Board of Supervisors. I bring small business experience with a strong interest in marketing to everything I do. In these roles, I work with the public, other special districts, City Council members, members of the board of supervisors and State Legislature.

Election to the Board of Directors requires an understanding of the common interests facing all special districts within California, large and small. It requires time for education, outreach and advocacy. If elected, I have the interest, time and energy to actively participate.

Thank you for studying the qualifications of the candidates. If you have any questions, you can reach me by e-mail at Kathryn.s.c@gmail.com or on my cell phone at (650) 346-5255. With your vote for me, I will bring my skills to serve our community of special districts.

Sherry M. Sterrett

Candidate CSDA Board of Directors – Region 3

Please consider voting for me!

Why? I am a strong believer in “Special Districts” and have a track record to prove it.

Why? Because I believe experience counts.

2007 Elected President of the CSDA, FC and SDRMA Alliance.

2006 Elected President of the Pleasant Hill Recreation and Park

District Board of Directors

2005 Re-elected President of CSDA.

2004 Elected President of CSDA.

2003 Elected Vice President of CSDA.

2002 Elected Treasurer of CSDA.

2001 Elected Secretary of CSDA.

I am a graduate of the CSDA Government Academy and recipient of the Special District Leadership Foundation Recognition in Special District Governance.

I have been a very active CSDA Board Member with attendance at every Annual Conference and every CSDA Legislation Day since I was elected to my special district board of directors.

I have served on many CSDA Board Committees. They include the legislation Committee, Membership/Local Chapter Committee, Conference Committee, Budget/Finance Committee, Elections/Bylaws Committee, and Education Committee.

In Contra Costa County, I am an active and effective leader. The Pleasant Hill community has elected me their school board member (1980-1987), their city council member (1987-1995) and a trustee to the Pleasant Hill Recreation and Park District (1996-current).

In 2003, I was honored to be the California Association of Recreation and Park Districts “Outstanding Board Member of the Year”.

“As your Director from Region 3, I will continue to work hard for you. Together we will continue to educate Sacramento on the value and importance of Special Districts.”

Please vote for me, Sherry Sterrett.

4



RECEIVED

AUG 13 2007

COASTSIDE COUNTY
WATER DISTRICT

Memorandum

TO: CSDA Member Agency – Board Members and Staff

FROM: John Fox, CSDA President

DATE: August 9, 2007

SUBJECT: 2008 CSDA Committee Appointments

CSDA relies on the participation of our membership in order to guide the Association. As a member of CSDA, your Committee involvement is crucial to the success of activities and the development of CSDA policies. With this in mind, we're asking for your contribution on one of our committees to assist in shaping CSDA.

Committees need active participants who are able to expend the time to provide their expertise in directing the activities and policies of CSDA. To fulfill your duty as a member of CSDA, please review and complete the form included with this letter.

CSDA's strength and effectiveness as a voice for all special districts is directly related to its ability to involve the Board *and* members in the work of the Association. The talents and energy that both groups bring to CSDA and to the issues that concern special districts in California are the critical components of CSDA's success.

I urge you to review the list of committees available to which you can lend your expertise. The ratification of CSDA's 2008 committees will take place at the CSDA Board meeting on November 15, 2007. The selected participants will be notified shortly after that meeting.

The CSDA Board and staff look forward to working with each committee member in 2008.

Best regards,

John R. Fox
President

California Special Districts Association

**2008 COMMITTEE AND VOLUNTEER
INTEREST FORM**

Please make additional copies for each participant.

We hope your District will participate in one or more of CSDA's committees. The CSDA Board of Directors encourages the participation of all its member agencies on CSDA's committees. As space is limited, please choose more than one committee on which you would like to participate, and please rank according to preference:

- 1 = 1st choice
- 2 = 2nd choice
- 3 = 3rd choice

NOTE: All committees meet in person at least twice annually. Committees generally meet in Sacramento, however locations may vary.

- 3 **Education Committee:** Plans, organizes and directs the education and public relations programs. Commitment: Meets quarterly.

- Elections/Bylaws Committee:** Conducts annual elections and member votes for any proposed bylaws change. Reviews bylaws upon request by the Board or members. Commitment: Minimum of one meeting in Sacramento

- 2 **Finance Corporation:** Serves on the Board of Directors of the CSDA Finance Corporation and oversees the finance programs of the Corporation. Commitment: Meets on a quarterly basis, and as needed. Generally meets in person in Sacramento, or other designated location.

- Fiscal Committee:** Oversees the financial direction of the organization, including budget review and implementation. Commitment: Generally begins meeting in June to discuss budget for the following year.

- Audit Committee:** Responsible for maintaining and up dating internal controls. Provides guidance to auditors on possible audit and fraud risks. Commitment: Meets with auditors prior to the commencement of the audit and when audit is completed also one meeting during the auditing process.

- 1 **Legislative Committee:** Development of CSDA's legislative agenda; review, direction and assist with legislative/public policy issues. (Seats are limited.) Commitment: Meets seven times a year beginning in February and concluding in October. All meetings are conducted in Sacramento. NO Conference calls.

- Membership & Recruitment Committee:** Responsible for recruitment of new members, member retention and re-attraction activities; recommends new members to be admitted to CSDA. Commitment: Meets Quarterly.

_____ **Planning Committee:** Develop a plan for the future of CSDA and shall review and monitor planning documents on a regular basis. Commitment: Usually meets with the Fiscal Committee.

_____ **Special Task Forces:** Periodically it is necessary to assemble a task force of members knowledgeable in a certain area to help respond to a particular challenge or to review and advise on a new program or service (i.e. LAFCO, local government reorganization, etc.)

Committee membership is open to both Board members and Staff. Please note that the Association does not reimburse any expenses incurred from this participation.

CSDA is committed to keeping travel costs to a minimum for committee members and handles a significant amount of committee work through conference calls, fax correspondence and e-mail, however, committees do meet at least two times a year in person.

Name: Everett Ascher

Title/Position: Director

District/Organization: Coastside County Water District

Business Address: 766 Main Street, Half Moon Bay, CA 94019

Contact Address: 114 Cypress Point Road, Half Moon Bay, CA 94019

Telephone: (Dist) (650) 726-4405 (contact) (650) 726-8139

FAX (Dist): (650) 726-5245 Fax (contact): (650) 726-8136

E-mail: (contact) e.ascher@comcast.net

*Signature: _____ Date: _____

*** Either the District/Company General Manager or Board President must sign form**

Please return this completed form to Diana Zavala at CSDA either by mail, fax at (916) 442-7889) or email dianaz@csda.net before 5:00 p.m. on Wednesday, September 26, 2007.

CSDA * 1112 I Street, Suite 200 * Sacramento, CA 95814
(916) 442-7887 * (916) 442-7889 fax
(877) 924-CSDA * www.csda.net

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Joe Guistino, Superintendent of Operations

Agenda Date: 11 September 2007

Date: 5 September 2007

Subject: Operational Report – August 2007

Source of Supply

Crystal Springs, Denniston Reservoir and Denniston Wells #1, #3 & #9 were the main source of supply for the month of August.

Systems Improvement:

Main Street Project

All major pipelines and related appurtenances are in place and in service. There are still some small items on an established punch list that are still in need of completion.

Denniston Storage Tank Modification/El Granada Pump Station Modification Project

Jim Teter, John Davis, Steve Twitchell and myself met at El Granada PS #1 to discuss a small leak on the intake and modifications needed to allow this tank capacity to supply the lower zones. This modification is required in order to take the Denniston Tank out of service while keeping fire storage intact in the lower zone.

The Contract and Notice-To-Proceed will be sent to Stoloski & Gonzales pending review by District Council. A kickoff meeting is scheduled for Thursday, 6 September.

Automatic Meter Reading Pilot

District Staff will meet with the National Meter and Automation Inc. on Friday, 14 September to kick off this project. We will be discussing timeline, manpower requirements, training on the installation and transition into our billing system. Estimated time of completion will be 1 November.

Nunes Filter Rinse Valves

District Crews have installed valves on the filter rinse system that will allow for more efficient backwashes and less filter maintenance. See photo.

Nunes Spray Manifold

Treatment Staff invented a spray manifold to emulsify the scum that forms in our post flash mix channel. The scum is formed from the blending of alum with natural organics in the raw water and the vigorous mixing that takes place in the flash mixer.

The scum was formerly hosed down by the operator as part of their normal duties. The manifold sprayer saves about 1 hour per week of operator time. See photo.

Sample Stations

We installed two additional sample stations in August. These stations give us a better representation of our distribution system water quality and will also be helpful in the Stage 2 Disinfection By-Product Rule compliance. Note that we had a little volunteer helper on the clean-up phase of one of the installations. See attached photo.

Denniston Well Rehabilitation Project

The contractor has started work on Denniston Well #4 but have not made much progress in the last few weeks. They will start back on this well rehab on the week on 10 September.

Beautification Efforts

Continue with weed whacking various sites.

New linoleum and sink/countertop in the kitchen.

Will be focusing on yard, reservoir and shop appearance for our upcoming DHS inspection in October.

Update on Other Activities:

Belleville Boulevard Line Relocation

Andreini Brothers have been provided with a notice to proceed.

Denniston Backwash Return Pump

Pump Repair Inc. has provided us with a quote for replacement of the packing on this unit with a mechanical seal. We are presently pursuing this option in the hopes that this will resolve our air entrainment problem with the return wash water. Air entrainment interferes with the purification process and cannot be tolerated. If the new seal does not resolve the issue, we may have to run a shallow or above ground pipeline back down to the Denniston PS intake sump.

Crystal Springs Reservoir Level

SFPUC has commenced the refilling of Upper Crystal Springs Reservoir upon completion of the evaluation of one of their conduits. Present reservoir level is 257.44 and holding steady due to the hot weather. The reservoir will start to gain again on cooler days.

Denniston Reservoir

I met with environmental consultant Jim Steele, Tim Frahm, Steve Twitchell and Sean Donovan on 22 August to discuss strategies to allow us to remove 400 yards of silt from around our intake. Mr. Steele is drafting up a simple procedure that utilizes a "frog fence" to allow excavation of silt. He has used this method with success in similar situations and feels that it would be acceptable in our case. I shall provide a separate staff report on this topic at the October Board Meeting.

Ice Machine

We have purchased an ice machine to allow for the crews to keep cool water on the service trucks when working in the field. This will preclude the drinking of bottled water in the field. The ice will also remove the need to purchase ice for Board meetings and other special events at the District.

Mutual Tours

I toured the Montara Water and Sanitary District facilities on 23 August. The purpose of this meeting was to introduce myself to their new Operations Superintendent, Clemens Heldmaier, and to establish a base for mutual assistance if needed. On 31 August, Clemens and Water System Operator Gavin Williams toured Nunes WTP. These two tours were moments of clarity for all parties involved.

Air Relief Valve Vault

An unknown motorist hit a caisson that protects one of our air release valves on Route 92 over the weekend of 11 August. We have contracted Andreini Brothers to replace the caisson. Since a short lane closure will be involved, Andreini Bros. are seeking the proper encroachment permits at this time.

Thank You to Steve Twitchell

Treatment Supervisor Steve Twitchell received recognition from the Half Moon Bay Waves Softball Team 10-12 year olds for adjusting Treatment Operator Sean Donovan's schedule to allow him to coach their team to the Western Region Nationals championship for their second year in a row. See photo.

All Employee Meeting

I conducted an All Employee Meeting on Wednesday, 22 August 2007 (a copy of the agenda follows this report).

Safety/Training/Inspections

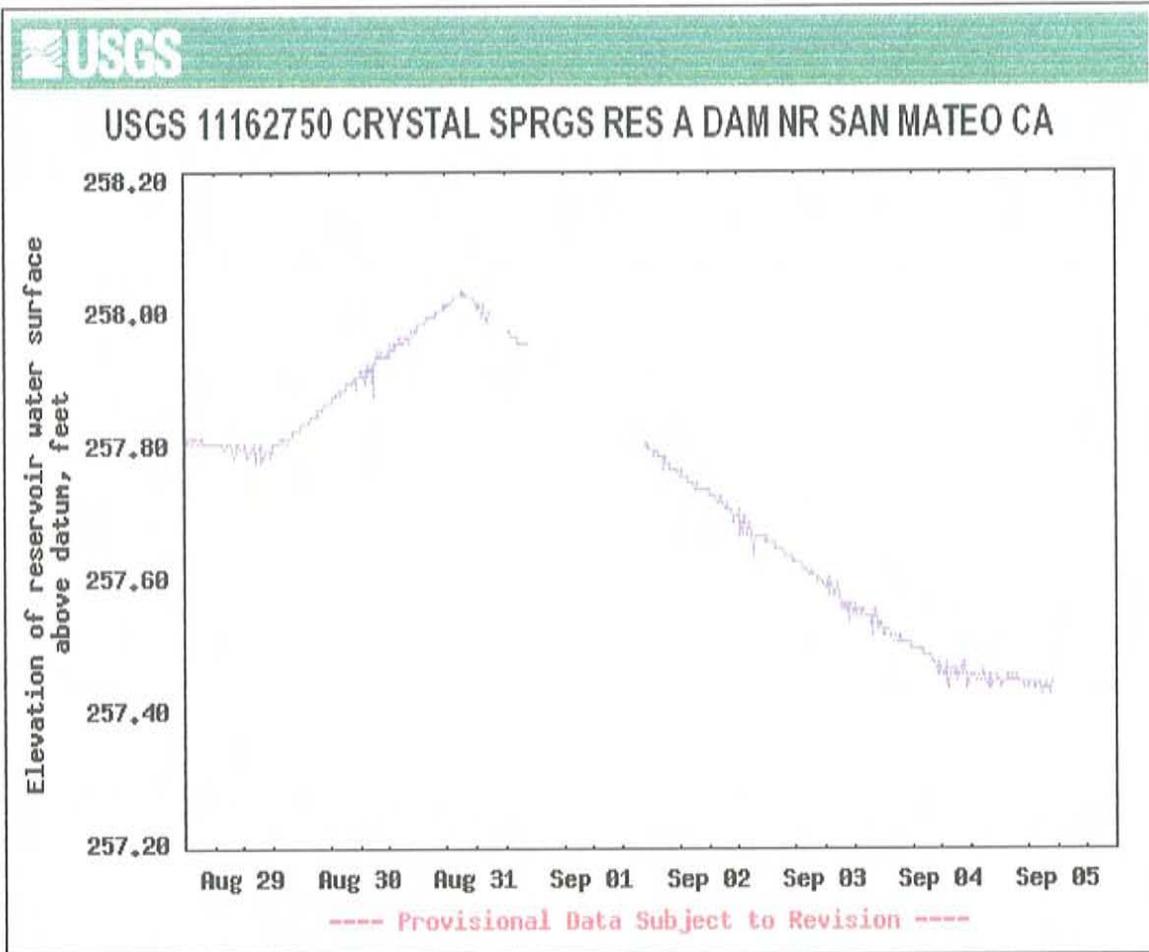
Safety Committee

The Safety Committee met on 14 August to discuss emergency preparedness. SAM, MW&SD and CCWD and CINTAS were represented. The items discussed included evacuation plans, emergency action plans, OSHA requirements and present needs of the represented districts. CCWD remains in a relatively better position to respond to emergency situations. O&M Continues to conduct tailgate safety meetings at every Friday's morning meeting.

Department of Health Services

Annual Inspection

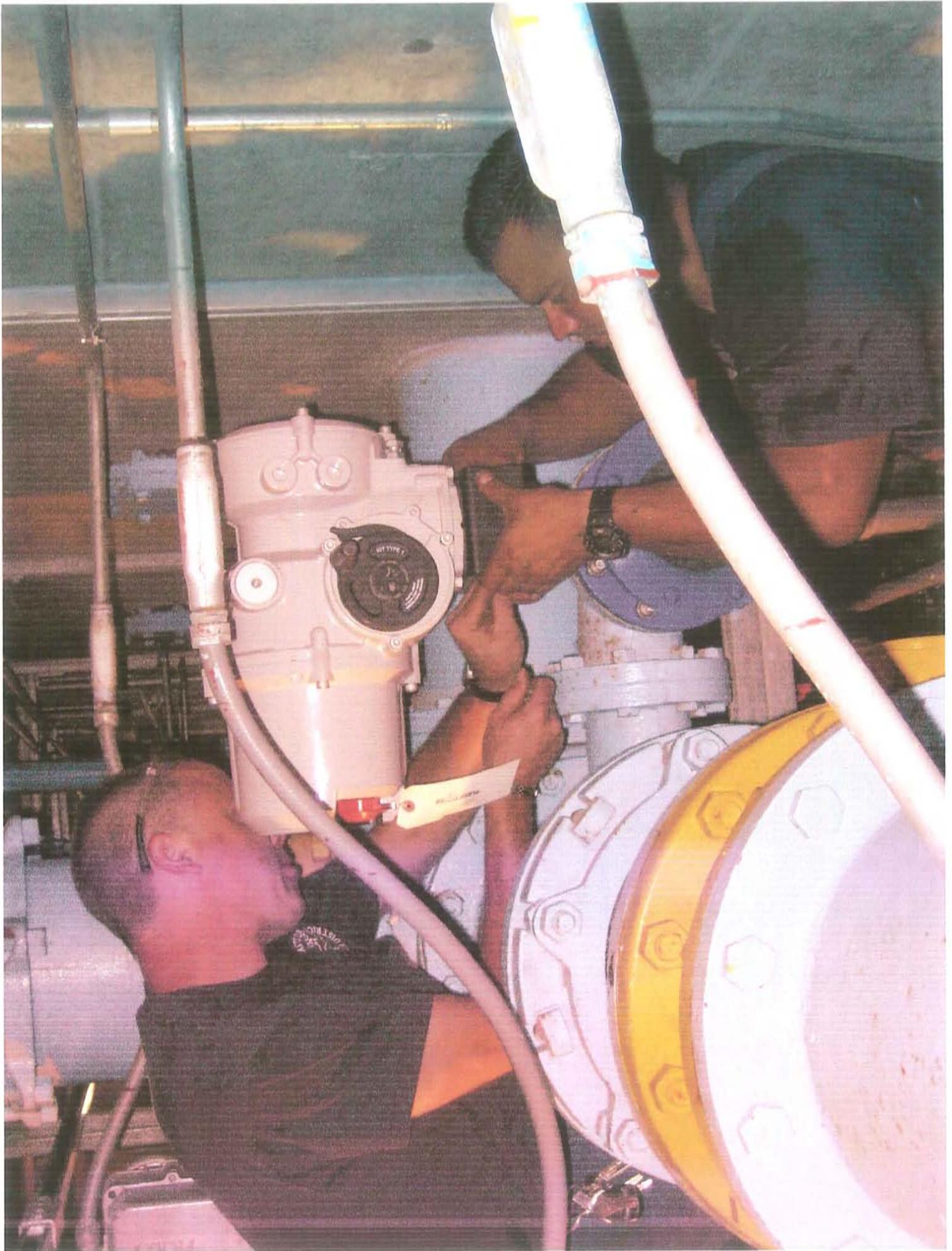
Our annual inspection is scheduled to take place on the first week of October.

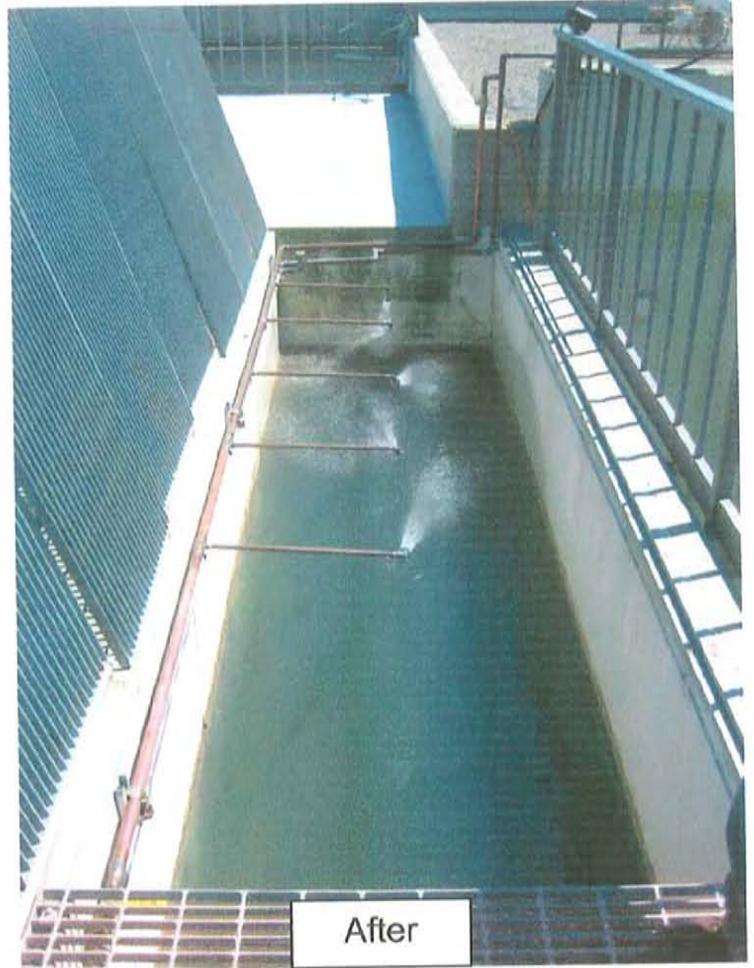


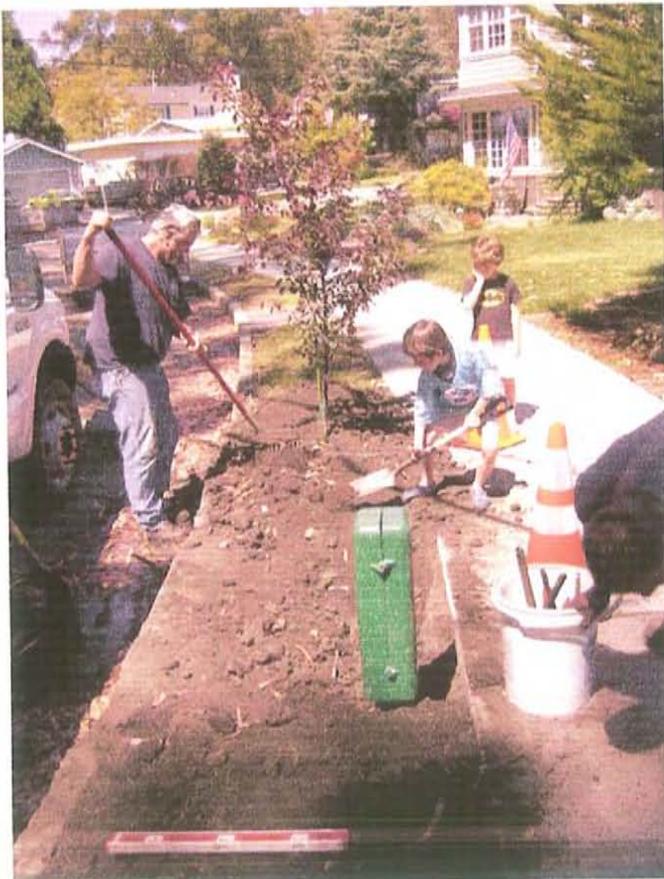
Coastside County Water District

Employee Meeting – Wednesday, August 22, 2007 – 8:00 a.m.

- 1.) General Manager Recruitment
- 2.) Resolutions pertaining to employer and employee paid member contributions to CalPERS – (*attachment*)
- 3.) Denniston Storage Tank Modifications – Award of Contract
- 4.) El Granada Phase 3 Pipeline Replacement Project – Approval of plans and specifications and calling for bids for project construction
- 5.) Belleville Main Realignment
- 6.) Purchase of new vacuum and valve trailer
- 7.) Public Outreach/Program Development/Water Resources Analyst's Report (*attachments*)
 - Monthly Report
 - Update on the Water Shortage & Drought Contingency Plan
- 8.) Superintendent of Operations Monthly Report – (*attachments*)
- 9.) Office Manager's Report
 - Workers Compensation Pre-designation
 - Notice of Sale – Surplus Vehicle – 1995 Ford F-250 – (*attachment*)
- 10.) CalPERS Retirement Planning Workshops – (*attachments*)
- 11.) Questions, Comments, Concerns
- 11.) Adjournment







COASTSIDE COUNTY WATER DISTRICT
CERTIFICATE OF APPRECIATION

Is hereby granted to:
Graham Wylie

The Coastside County Water District would like to thank you for your help in the installation of one of the District's sampling stations located at 420 Avenue Balboa. With your help this station will better maintain the District's water quality to its highest standards.



Steve Twitchell,
Water Treatment Plant Supervisor

Date: 8-30-2007



Steve,
10U Waves
Thanks for letting Sean adjust his schedule
to make our practice.
The Waves.



12U Waves

STAFF REPORT

To: Board of Directors

From: Jim Teter, District Engineer

Agenda: September 11, 2007

Report Date: September 5, 2007

Subject: Phase 3 El Granada Pipeline Replacement Project

Recommendation:

None. The agenda item is informational.

Background:

At the last meeting, the Board of Directors approved the plans and specifications and called for bids for project construction. The process of advertising for bids is now underway. The initial response from contractors and suppliers has been quite good with a significant number of Contract Document sets already distributed. The District Engineer will provide the Board with an up to date verbal report on the number of sets distributed at the Board meeting.

The status of other project work items is as follows:

1. Encroachment Permit from County of San Mateo. The project plans have been reviewed by the Department of Public Works and were found to be satisfactory. The District has forwarded a check for the permit fee to the County. Receipt of the Encroachment Permit is expected in the near future.
2. Streambed Alteration Agreement with State Fish & Game Department. E.I.P. Associates has completed the application forms for the 4 creeks within the project area, and has

STAFF REPORT

Agenda: September 11, 2007

Subject: Phase 3 El Granada Pipeline Replacement Project

Page 2

submitted the forms to the Department of Fish & Game. The District has forwarded a check for the application fee to the Dept. of Fish & Game.

3. Archeological Investigation Report. Matthew Clark of Holman and Assoc. has completed his field investigation work and is in the process of preparing the Archeological Report.
4. Easements. The District legal counsel is working on obtaining the two required easements. He will report directly to the Board of Directors on the status of his work.

Project Schedule:

Advertise for bids	August 21, 2007
Open Bids	October 2, 2007
Award Contract	October 9, 2007
Complete Construction	Summer 2008

Fiscal Impact:

Funding for the Phase 3 El Granada Pipeline Replacement Project is included in the 2007/08 Capital Improvement Program budget. The District Engineer's current estimate of the construction cost is \$5,752,000. There will be additional costs for pipeline inspection, and for the monitoring required by the Coastal Development Permit Conditions including field inspection work by qualified biological monitors, wildlife monitors, storm water pollution prevention monitors, and archeological/cultural resource monitors.

STAFF REPORT

To: Board of Directors

From: Jim Teter, District Engineer

Agenda: September 11, 2007

Report Date: September 6, 2007

Date:

Subject: District Engineer Work Status Report

Recommendation:

None. The agenda item is informational.

Background:

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

Work Performed Since Last Board Meeting

Work performed since the last Board of Directors meeting includes:

- Water Treatment Plant Short-Term Improvements. Engineering work is continuing. A Proposal has been received from J. M. Turner Engineering, Inc. for performing the structural design work for the Denniston WTP modifications.
- Phase 3 El Granada Pipeline Replacement Project: The Contract Documents were completed, reproduced, and the project is currently being advertised for bids.
- Engineering Advice. Provided the District staff with advice on an as-requested basis on engineering-related topics.

Current Work Assignments:

A description and status report on the District Engineer's current work assignments follows:

STAFF REPORT

Agenda: September 11, 2007

Subject: District Engineer's Work Status Report

Page Two

1. Phase 3 El Granada Transmission Pipeline Replacement Project. See separate staff report.
2. Short-Term Improvements at Nunes & Denniston WTPs. The District Engineer is preparing the plans and specifications for these projects:
Denniston WTP Improvements:
Denniston Water Treatment Plant Improvements. Teter has completed his final Contract Drawings. Remaining design work includes structural engineering and the SCADA system replacement.
Nunes WTP Improvements:
Teter is preparing his final Contract Drawings, which will be completed within the next few weeks. Additional remaining design work includes structural engineering and the SCADA system replacement.

Fiscal Impact:

1. Phase 3 El Granada Transmission Pipeline Replacement Project. The FY 07/08 Capital Improvement Program budget contains funding for this project.
2. Short-Term Water Treatment Plant Improvements. The FY 07/08 Capital Improvement Program budget contains funding for this project.

STAFF REPORT

To: Board of Directors

From: Jim Teter, District Engineer

Agenda: September 11, 2007

Report Date: September 5, 2007

Subject: Addendum to Agreement with J.M. Turner Engineering, Inc. to Perform Structural Design Services for the Denniston WTP Modifications Portion of the Short-Term Water Treatment Plant Improvements Project

Recommendation:

Direct the District legal counsel to prepare an Addendum to the District's Professional Services Agreement with J.M. Turner Engineering, Inc. to perform structural design services for the Denniston WTP Modifications Portion of the Short-Term Water Treatment Plant Improvements Project.

Background:

The District has an existing Agreement with J.M. Turner Engineering, Inc. to perform the engineering design work on the Phase 3 El Granada Pipeline Replacement Project. Their work involved design of the shoring for the pits required for the jack and bore undercrossings of 4 creeks and State Highway No. 1. That design work is now complete. J.M. Turner Engineering, Inc. performed their services very professionally including completing the work on time and on budget.

The District Engineer is now resuming work on the Short Term Water Treatment Plant Improvements Project. A minor amount of concrete

STAFF REPORT

Agenda: September 11, 2007

Subject: Addendum to Agreement with J.M. Turner Engineering, Inc.

Page Two

structural design engineering work needs to be performed, and Teter is recommending that J.M. Turner Engineering, Inc. be used for this work for the following reasons:

- The very satisfactory work performed by this firm on the Phase 3 El Granada Pipeline Replacement Project.
- Simplicity of contracting for the work: no new agreement is required, only a simple Addendum to the existing agreement.
- This firm's services will be required additionally during the construction of the Phase 3 El Granada Pipeline Replacement work to inspect the shoring at each of the jacking pits.
- The cost of the Denniston WTP structural design work is relatively small, not to exceed \$20,550, which does not justify the time and expense of obtaining multiple proposals.

Attached is a Proposal dated September 2, 2007, from J.M. Turner, Inc. for performing the work. The engineering design services described in the Scope of Work (prepared by Teter) will be performed on a time and materials basis at a cost not to exceed \$20,550. The work will be completed within 4 weeks following notice to proceed.

Fiscal Impact:

Funding for the Short Term Water Treatment Plant Improvement Project is included in the 2007/08 Capital Improvement Program budget.



September 2, 2007

James S. Teter
District Engineer, Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019

Subject: Proposal for structural design services, Denniston Water Treatment Plant

Dear Mr. Teter,

J.M. Turner Engineering, Inc. (JMTE) is pleased to offer this proposal for structural engineering services at the subject water treatment plant. JMTE has reviewed the structural drawings for the the existing building, the preliminary drawings for the proposed modifications, and has also visited the site. The proposed scope of services, entitled "Scope of Work for Structural Design Services Denniston Water Treatment plant," dated August 24, 2007 is attached hereto as Exhibit "A".

JMTE offers to complete the services stated in Exhibit "A" on a time and materials basis at a cost not to exceed \$20,550. Billing for said services would occur at the rates set forth in Exhibit "B" attached hereto. JMTE estimates that said services would be completed within 4 weeks of receiving notice to proceed.

In summary, this letter represents a firm commitment by JMTE to provide the professional engineering services to complete the scope of work outlined in Exhibit "A" at the rates set forth in Exhibit "B" within a period of 4 weeks after receiving notice to proceed.

Yours truly,



K.C. Immel, PE, PLS
Senior Engineer

Coastside County Water District
Short Term Water Treatment Plant Improvements Project

SCOPE OF WORK FOR STRUCTURAL DESIGN SERVICES
DENNISTON WATER TREATMENT PLANT

August 24, 2007

Purpose

The General and Piping Drawings for the modifications of the Denniston Water Treatment Plant are being prepared by James S. Teter, Consulting Engineer. The modifications require structural modifications to the existing floor and walls of the Filter Building. The purpose of the structural design services is to perform required engineering calculations and prepare drawings for the required structural modifications of the Filter Building.

Description of Filter Building Structural Modifications and Required Structural Design Services

1. Concrete Equipment Bases. The location and size of each new equipment base is shown on the preliminary Filter Building Plan prepared by Teter. The design services are (1) prepare a Final Building Plan drawing using AutoCad which includes all of the structural modifications work, and (2) prepare a detail of the reinforcing steel for a typical equipment pad.
2. Sump with Fiberglass Grating. A new sump with removable fiberglass grating is shown on the preliminary design drawings prepared by Teter. The design services are to prepare final drawing details for the sump and grating, including sizing of the sump to accommodate fiberglass grating banded on all 4 sides. Teter has attached literature from Century Composites to use as a guideline. Another manufacture for fiberglass grating is McNichols.
3. Trench Drain. A new trench drain is shown on the preliminary design drawings prepared by Teter. The design services are to prepare final drawing details for installation of the trench drain in the existing building floor. Teter has attached literature from Zurn for the Z-883 Shallow Trench Drain System. Teter will prepare the specifications for the Zurn materials.
4. Opening for Walkway Through Existing Concrete Block Wall. A new 3'-4" wide by 8' high opening through an existing concrete block wall is shown on the preliminary design drawings prepared by Teter. The design services are to prepare final drawing details for construction of this opening. Also, included shall be some type of finishing for the new walkway opening such as a 1" x 8" RW trim piece.
5. Concrete Chemical Containment Wall and Ramp. A new 6" high chemical containment wall and ramp are shown on the preliminary design drawings.

prepared by Teter. The design services are to prepare final drawing details for construction of these items.

6. Concrete Pipe Support. A new pipe support is shown on the preliminary design drawings prepared by Teter. The design services are to prepare final drawing details for construction of this support.
7. Exterior Concrete Pad. A new exterior concrete pad is shown on the preliminary design drawings prepared by Teter. The design services are to prepare final drawing details for construction of this pad. The design services are to prepare final drawing details for construction of this pad.
8. Seismic Hold-Down for Encore 700 Skid Pump System. These skid pump systems will be installed on the new concrete equipment pads shown on the preliminary design drawings prepared by Teter. The design services are to prepare a typical detail of the installation for conformance with seismic requirements. Teter has attached the manufacturer's catalog information for the Encore 700 skid pump system.
9. Seismic Hold-Down for Chemical Storage Tanks. The larger chemical storage tanks will be supplied with seismic hold-down brackets. The design services are to prepare a typical detail for installation for conformance with seismic requirements---size, number and type of stainless steel anchor bolts. Teter has attached the manufacturer's catalog information for the project tanks. Information regarding chemicals to be contained in the tanks is as follows:
 - A. Sodium Hypochlorite. Specific gravity = 1.2.
 - B. Caustic Soda. Specific gravity = 1.5.
 - C. Potassium Permanganate. Specific Gravity = 1.1.

Required Deliverables for Structural Design Services

1. Drawings. Drawings shall utilize the same size sheets with the typical title block used for Teter's drawings, except that James S. Teter shall be replaced with J. M. Turner Engineering, Inc. The template is available from Teter's autocad draftsman, Rithy Chan. Drawings will be prepared in autocad format. Draft submittals for review will be required.
2. Specifications. Teter will provide his typical concrete specification sections for mark-up by the consultant. Teter will prepare the final version. The structural Drawings shall include General notes so that need for specifications are minimized.
3. Calculations. Submit one copy of required calculations.

Information to be Provided by Teter

1. Structural drawings for initial Denniston WTP construction (not as-built).
2. Teter's preliminary drawings for Denniston WTP modification project.
3. Manufacturer's catalog information as described above and as otherwise required.

J.M. TURNER ENGINEERING, INC.



CONSULTING ENGINEERS

CIVIL ENGINEERING
STRUCTURAL ENGINEERING
CONSTRUCTION ENGINEERING

2007 Hourly Rate Schedule

President/Principal Engineer	\$200
Registered Engineer	\$150
Registered Land Surveyor	\$150
Assistant Engineer, EIT	\$100
Assistant Surveyor, LSIT	\$100
Drafter	\$75
Technical / Administrative Support	\$50
Two Person Survey Crew	\$250

Note: Travel time (for meetings, site visit, field inspections, surveys, etc.) is billed at the hourly rate schedule shown above.

Other Charges

Outside consultant's fees, overnight delivery and messenger charges, additional insurance, fares, shipping, rented equipment, travel expenses, meals and lodging are billed at cost plus 15%.

A \$15 per hour surcharge will apply for any technician time on projects requiring prevailing wage payment and reporting.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Anthony P. Condotti, Legal Counsel

Agenda: September 11, 2007

Report

Date : September 6, 2007

Subject: Consider Resolution No. 2007-___, recognizing certain employee classifications within Operations Division as separate bargaining unit and the Teamsters Union, Local 856 as the unit's exclusive representative

Recommendation:

Approve attached resolution

Background:

On June 19th the District received a petition from Local 856 of the Freight Checkers, Clerical Employees and Helpers Union (Teamsters), seeking formal recognition as the bargaining representative of the 9 District employees occupying the following positions:

Distribution Supervisor:	1 position
Treatment Supervisor:	1 position
Sr. Treatment Operator:	1 position
Treatment/Distribution Operator:	3 positions
Maintenance Workers:	3 positions

State law recognizes the right of public employees to join organizations of their choosing and to be represented by them in their employment relationships with public agencies. Public agency employer-employee relations are governed by a body of statutory law

called the Meyers-Milias-Brown Act (MMBA). Although the District has never recognized a union for purposes of negotiating compensation, hours or other terms and conditions of employment with District employees, in 1983 the Board of Directors, pursuant to the MMBA, adopted Resolution No. 629, establishing a set of rules and regulations for the administration of employer-employee relations. At the August 21st closed session meeting the Board determined that the petition and supporting documentation complied with the requirements of the MMBA and Resolution No. 629 and therefore directed that the matter be agendaized for this meeting to consider adoption of a resolution formally recognizing the above-mentioned employee classifications as a separate bargaining unit and recognizing Teamsters Local 856 as the unit's exclusive representative.

Fiscal Impact

No immediate fiscal impact. However, the District must meet and confer in good faith with the unit's designated representative before implementing future decisions affecting matters within the scope of representation, including wages, hours, and benefits.

RESOLUTION NO. 2007-_____

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
COASTSIDE COUNTY WATER DISTRICT
RECOGNIZING CERTAIN EMPLOYEE CLASSIFICATIONS AS A
SEPARATE BARGAINING UNIT AND THE TEAMSTERS UNION, LOCAL 856,
AS THE UNIT'S EXCLUSIVE REPRESENTATIVE**

WHEREAS, on or about June 18, 2007, the District received a petition seeking formal recognition of Local 856 of the Freight Checkers, Clerical Employees and Helpers Union (Teamsters) as the bargaining representative of 9 Coastside County Water District employees specified below; and

WHEREAS, the District has reviewed the petition and supporting documentation pursuant to the requirements of the Meyers-Milias-Brown Act (Cal. Govt. Code §3500 et seq.) and the District's Resolution No. 629 and its implementing Rules and Regulations; and

WHEREAS, the Board of Directors has determined that the petition complies with the requirements set forth in State law and the District's Rules and Regulations and that the proposed unit is an appropriate unit.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Coastside County Water District that the following employee classifications are hereby recognized as a separate bargaining unit designated the "Operations Division" and the Teamsters Union Local 856 is hereby recognized the unit's exclusive representative:

Distribution Supervisor:	1 position
Treatment Supervisor:	1 position
Sr. Treatment Operator:	1 position
Treatment/Distribution Operator:	3 positions
Maintenance Workers:	3 positions

PASSED AND ADOPTED this 11th day of September, 2007, by the following votes of the Board of Directors:

AYES:
NOES:
ABSENT:

Jim Larimer, President,
Board of Directors
Coastside County Water District

ATTEST:

Secretary of the Board of Directors
Coastside County Water District

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Anthony P. Condotti, Legal Counsel

Agenda: September 11, 2007

Report

Date : September 6, 2007

Subject: Consider Resolution No. 2007-___, adopting temporary salary adjustment for certain management employees pending General Manager appointment

Recommendation:

Consider approval of attached resolution.

Background:

Since the effective date of his resignation, duties and responsibilities normally assigned to the former General Manager have been variously assumed by the Superintendent of Operations (Acting General Manager), Office Manager, Administrative Assistant and Public Outreach/Program Development/Water Resources Analyst. In recognition of this fact, following the closed session at the meeting of August 21 the Board announced that it would consider a temporary salary adjustment for the aforementioned positions at this meeting, and that the Finance Committee would meet in the interim to develop a specific recommendation. It is anticipated that the Finance Committee's recommendation will be presented at the meeting.

Fiscal Impact

Funding for the proposed temporary salary adjustment is available from amounts already budgeted for General Manager position.

RESOLUTION NO. 2007-_____

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
COASTSIDE COUNTY WATER DISTRICT
ADOPTING TEMPORARY SALARY ADJUSTMENT
FOR CERTAIN MANAGEMENT EMPLOYEES
PENDING GENERAL MANAGER RECRUITMENT**

WHEREAS, former General Manager resigned his position effective on May 1, 2007; and

WHEREAS, the District is in the process of recruiting to fill the General Manager position; and

WHEREAS, in the interim, duties and responsibilities normally assigned to the General Manager have been variously assumed by the current Superintendent of Operations (Acting General Manager), Office Manager, Administrative Assistant and Public Outreach/Program Development/Water Resources Analyst.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Coastsides County Water District that a temporary salary adjustment for the aforementioned positions be, and hereby is, approved, commencing _____ and automatically terminating when the General Manager position is filled and the replacement commences employment.

PASSED AND ADOPTED this 11th day of September, 2007, by the following votes of the Board of Directors:

AYES:
NOES:
ABSENT:

Jim Larimer, President,
Board of Directors
Coastsides County Water District

ATTEST:

Secretary of the Board of Directors
Coastsides County Water District

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Anthony P. Condotti, Legal Counsel

Agenda: September 11, 2007

Report

Date : September 6, 2007

Subject: Consider Resolution Nos. 2007-__, approving quitclaim deed and 2007-__ approving agreement, deed and exchange of easements for APN 047-330-010 (Mirada Surf Parcel; Owner: County of San Mateo)

Recommendation:

Approved attached resolutions.

Background:

As the Board will recall, the Coastal Development Permit for the Phase 3 El Granada Transmission Pipeline Replacement Project included a condition requiring the relocation of an existing District easement over the Mirada Surf property, owned by the County of San Mateo. Adoption of the two proposed resolutions attached hereto satisfies that condition.

Fiscal Impact

Because the project design has already incorporated the new easement alignment, no additional fiscal impact is anticipated.

RESOLUTION NO. 2007-_____

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
COASTSIDE COUNTY WATER DISTRICT
APPROVING AGREEMENT, DEED AND EXCHANGE OF EASEMENTS
(APN 047-330-010)**

BE IT RESOLVED by the Board of Directors of the Coastside County Water District that the AGREEMENT, DEED AND EXCHANGE OF EASEMENTS attached hereto between the Coastside County Water District and the County of San Mateo, pertaining to APN 047-330-010 be, and hereby is, approved and that the President and Secretary of the District are hereby authorized and directed to execute and record the same.

PASSED AND ADOPTED this 11th day of September, 2007, by the following votes of the Board of Directors:

AYES:
NOES:
ABSENT:

Jim Larimer, President,
Board of Directors
Coastside County Water District

ATTEST:

Secretary of the Board of Directors
Coastside County Water District

RECORDING REQUESTED BY
Coastside County Water District

Parcel No. 047-330-010

WHEN RECORDED MAIL TO:
General Manager
Coastside County Water District
766 Main Street
Half Moon Bay, CA 94017

Exempt from recording fees – Government entity exempt under G.C. §6103

AGREEMENT, DEED AND EXCHANGE OF EASEMENTS

This Agreement and Exchange of Easements (“Agreement”) is entered into on this 1st day of August, 2007, by and between the COUNTY OF SAN MATEO, a political subdivision of the State of California (“County”) and the COASTSIDE COUNTY WATER DISTRICT, a public agency in the County of San Mateo, State of California (“District”) (hereafter the “Parties”);

RECITALS

- I. **WHEREAS**, County is owner of Assessor Parcel Number 047-330-010, commonly known as the “Mirada Surf East Parcel” (“Parcel”); and
- II. **WHEREAS**, District is owner of an easement over said Parcel, which easement is described in Exhibit A, attached hereto and incorporated herein by reference, for an existing water pipeline that District plans to replace as part of its “Phase 3B El Granada Pipeline Replacement Project” (“Project”); and
- III. **WHEREAS**, County wishes to grant to District a new easement over a portion of the Parcel for the installation of a water pipeline as part of the above mentioned Project, which easement is described in Exhibit B, attached hereto and incorporated herein by reference; and
- IV. **WHEREAS**, in consideration for the grant of the new easement, District agrees to quitclaim to the County all rights, title and interest in the existing easement, subject to the conditions set forth in this agreement; and
- V. **WHEREAS**, County granted a non-exclusive easement for emergency ingress and egress (“Access Easement”), as described in document number 2006-168789 dated September 13, 2006 and recorded on November 8, 2006

over a portion of the Parcel that coincides with the location of the new easement.

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree to execute new easements as follows:

1. The Parties declare that the forgoing Recitals are true and correct.
2. County hereby grants to District a non-exclusive perpetual easement for the purpose of constructing, repairing, maintaining, replacing, renewing and using underground pipelines and appurtenance facilities for the transmission and distribution of water, and for all connected and associated purposes, together with the right of ingress and egress over said easement for the aforesaid purposes, over, under, and across the Property, which easement is described in the attached Exhibit B, and is subject to the conditions set forth in this agreement and any other existing easements of record.

Any use of said easement by District, its assignees or successors in interest, which unreasonably interferes with use of the existing Access Easement, shall be strictly prohibited.

3. In consideration for such grant of easement, District provides herewith a signed Quitclaim of all right, title and interest in the Public Utility Easement described in Exhibit A. County agrees that it shall not accept or record said quitclaim until the earlier to occur of (i) the completion of the installation of the new pipeline within the new easement area, or (ii) one year from the recording date of this agreement.

4. Any construction, maintenance or repair within the Easement Area located on the Property undertaken by District shall be undertaken in such a manner as to interfere to the least extent reasonably possible with the use and occupancy of the Parcel by County. Such work shall be subject to existing public access rights and the Access Easement, to the extent that the easement area and Access Easement overlap, and during times that use of the Access Easement is interrupted during the course of said work, District shall make reasonable accommodations to allow ingress and egress through the Property. After the completion of any such maintenance or repair work, District shall promptly remove all materials, supplies, refuse and debris placed or permitted to be placed at or near the work site, and shall return the work site and all immediately adjacent areas to their condition prior to the commencement of such work.

5. District agrees to pay, or will cause to be paid, all costs for work done by District, or caused to be done by it, in the Easement Area, and will keep

Deleted: Except in any instance in which the County or the JPA is Grantee, should Grantor make an emergency repair which is the responsibility of Grantee, Grantor shall be entitled to reimbursement for the costs of such repair. In addition, Grantor, as owner of the servient tenement, shall have the right, without the prior approval of the Grantee, to repair or maintain that portion of any roadway located on the Easement Area, where such repair or maintenance was the responsibility of the Grantee, but not performed by it after elapse of a reasonable period of time and written demand by Grantor to repair. Demand for reimbursement for such repair shall be made by written notice to Grantee. Should Grantee dispute all or part of the amount of reimbursement demanded by Grantor, Grantee may instead deposit the disputed amount into an interest bearing escrow account, provided that, as soon as reasonably possible thereafter, Grantee commences an action in a court of competent jurisdiction.

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the Easement Area free and clear of all mechanic's liens and other such liens on account of work done for or persons claiming under. District agrees to and shall indemnify, defend and hold harmless County from any and all liability, loss, damage, costs, and all other expenses on account of claims of lien of laborers or materialmen or others for work performed or materials or supplies furnished to or for or persons claiming under District.

If District contests any claim of mechanic's lien, it shall furnish adequate security for the value or in the amount of the claim, plus estimated costs and interest, or a bond of a responsible corporate surety in such amount, conditioned on the discharge of the lien. If a final judgment establishing the validity or existence of a lien for any amount is entered, the District shall immediately pay and satisfy the same.

6. It is agreed that District shall defend, save harmless and indemnify the County from any and all claims for injuries or damage to persons and/or property which arise out of the terms and conditions of this Agreement and which result from the negligent acts or omissions of District.

In the event of concurrent negligence, the liability for any and all claims for injuries or damages to persons and/or property which arise out of the terms and conditions of this Agreement shall be apportioned under the California theory of comparative negligence as established presently, or any as may hereafter be modified.

7. This Agreement shall be deemed and is intended to run with the land and to be a restriction upon the Property, shall be binding upon and shall inure to the benefit of the owners and their heirs, representatives, successors and assigns.

Formatted: Bullets and Numbering

8. If any term or provision of this Agreement or the application thereof to any person or circumstance, shall be adjudged by a court of competent jurisdiction to be invalid or unenforceable, unless such court decision defeats the purpose of this Easement, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is invalid or unenforceable, shall not be affected thereby, and each term or provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

Balance of Page Intentionally Blank

IN WITNESS WHEREOF, the parties have executed this agreement on the day and year first above written.

"PARTIES"

COASTSIDE COUNTY WATER
DISTRICT, a public agency in the
County of San Mateo, State of California

By: _____

Its: _____

ATTEST:

Secretary of Said Board

Resolution No. _____

COUNTY OF SAN MATEO, a political
subdivision of the State of California

By: _____

Rose Jacobs Gibson
President, Board of Supervisors

ATTEST:

Clerk of Said Board

Resolution No. _____

Exhibit A
(Existing Easement)

A strip of land 10 feet in width, the centerline of which is described as follows:

BEGINNING at a point on the northwesterly line of Lot 26 in Block 2, as said lot and block are shown on the map entitled "Shore Acres, Halfmoon Bay, Cal. First Addition to the City of Balboa", filed in the office of the County Recorder of San Mateo County on December 18, 1905 in Book "B" of Maps at page 12 and a copy in Book 3 of Maps at page 95, said point being distant 5 feet southwesterly of the northeasterly corner of said Lot 26; thence North 44° 26' West to the point of intersection formed with the southwesterly prolongation of a line distant 15 feet westerly, measured at right angles, from the easterly line of Ventura Street and parallel thereto, as said Street is shown on the map entitled "Plat of Subdivision No. 1, Granada, San Mateo County, California", filed in the office of the County Recorder of San Mateo County on November 18, 1907 in Book 5 of Maps at page 43; thence northwesterly, along said prolongation, to the southwesterly line of Santiago Avenue, as shown on the map last above mentioned.

Exhibit B
(New Easement)

That certain real property situate and being a portion of Parcel I, as per document number 96-141138 of the Official Records of San Mateo County as shown on the Record of Survey filed in Book 18 at Page 77 of L.L.S. Maps, San Mateo County Records, and being a twenty-foot strip of land lying ten feet on each side of the following described line:

Commencing at the northerly corner of Lot 26 of Block 2 as shown on the map entitled Shore Acres, Half Moon Bay, filed in the Office of the Recorder of San Mateo County in Book 3 of Maps at Page 95, thence along the northwesterly line of said Lot 26, S. 45° 31' 19" W, a distance of 10.00 feet to the TRUE POINT OF BEGINNING of this description, thence parallel with the northeasterly line of said Lot 26,

1. N. 44° 24' 24" W., a distance of 20.00 feet; thence 20 foot distant and parallel with the northwesterly line of said Block 2

2. N. 45° 31' 19" E., a distance of 688.67 feet; thence

3. N. 75° 50' 12" W., a distance of 43.53 feet; to a point on the northerly line of said Parcel I, being on the extension of the southerly line of Santiago Avenue, from which point the northeast corner of said Parcel I bears N. 85° 21' 22" E, a distance of 89.26 feet; thence continuing

4. N. 75° 50' 12" W., a distance of 81.87 feet, more or less, to the easterly right-of-way line of Moro Avenue and the terminus of this description.

The above described parcel contains an area of 16,684 square feet, or 0.383 Acres.

ACKNOWLEDGMENT

State of California

County of _____

On _____ before me, _____,
(here insert name and title of the officer)

personally appeared _____

personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

Signature _____

(Seal)

RESOLUTION NO. 2007-_____

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
COASTSIDE COUNTY WATER DISTRICT
APPROVING EASEMENT QUITCLAIM DEED (APN 047-330-010)**

BE IT RESOLVED by the Board of Directors of the Coastside County Water District that easement quitclaim deed attached hereto between the Coastside County Water District and the County of San Mateo, pertaining to APN 047-330-010 be, and hereby is, approved and that the President and Secretary of the District are hereby authorized and directed to execute and deliver the same to the County of San Mateo for recording in accordance with the terms of the Agreement, Deed and Exchange of Easements approved on this same date.

PASSED AND ADOPTED this 11th day of September, 2007, by the following votes of the Board of Directors:

AYES:
NOES:
ABSENT:

Jim Larimer, President,
Board of Directors
Coastside County Water District

ATTEST:

Secretary of the Board of Directors
Coastside County Water District

RECORDING REQUESTED BY
County of San Mateo

WHEN RECORDED MAIL TO
AND MAIL TAX STATEMENTS TO

**Real Property Services
County of San Mateo
455 County Center, 5th Floor
Redwood City, CA 94063**

Title Order No.
Escrow No.

**EASEMENT
QUITCLAIM DEED**

THE UNDERSIGNED GRANTOR(S) DECLARE(S):

DOCUMENTARY TRANSFER TAX is N/A – **Release of Easement – No Consideration**

- computed on the full value of the property conveyed, or
- computed on full value less value of liens or encumbrances remaining at the time of sale,
- Realty not sold
- Unincorporated area City of _____, and

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

COASTSIDE COUNTY WATER DISTRICT, a public agency in the County of San Mateo, State of California

hereby REMISE(S), RELEASE(S) AND FOREVER QUITCLAIM(S) to

COUNTY OF SAN MATEO, a political subdivision of the State of California

the following described real property in the unincorporated El Granada area, County of San Mateo, State of California:

That certain easement described in Exhibit A attached hereto and incorporated herein by reference.

A.P.N. **047-330-010**

Dated:

Attest:

STATE OF CALIFORNIA
COUNTY OF _____

On _____ before me, _____,
personally appeared _____

personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

SIGNATURE _____

Notary Stamp or Seal

Exhibit A
(Existing Easement)

A strip of land 10 feet in width, the centerline of which is described as follows:

BEGINNING at a point on the northwesterly line of Lot 26 in Block 2, as said lot and block are shown on the map entitled "Shore Acres, Halfmoon Bay, Cal. First Addition to the City of Balboa", filed in the office of the County Recorder of San Mateo County on December 18, 1905 in Book "B" of Maps at page 12 and a copy in Book 3 of Maps at page 95, said point being distant 5 feet southwesterly of the northeasterly corner of said Lot 26; thence North 44° 26' West to the point of intersection formed with the southwesterly prolongation of a line distant 15 feet westerly, measured at right angles, from the easterly line of Ventura Street and parallel thereto, as said Street is shown on the map entitled "Plat of Subdivision No. 1, Granada, San Mateo County, California", filed in the office of the County Recorder of San Mateo County on November 18, 1907 in Book 5 of Maps at page 43; thence northwesterly, along said prolongation, to the southwesterly line of Santiago Avenue, as shown on the map last above mentioned.

APN 047-330-010

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Anthony P. Condotti, Legal Counsel

Agenda: September 11, 2007

Report

Date : September 6, 2007

Subject: ACWA Legal Affairs Committee – Consideration Form
Renewal

Recommendation:

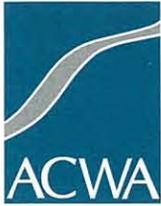
Approve continued Legal Affairs Committee service and authorize Board President to executed Committee Consideration Form

Background:

Over the past year it has been my privilege to serve as the District's representative on the ACWA Legal Affairs Committee. Committee participation is an excellent way of keeping abreast of new developments in the laws affecting water agencies, and interacting with other experts in water and public agency law.

Fiscal Impact

All expenses associated with participation in the Legal Affairs Committee are covered by my law firm.



Association of California Water Agencies

Leadership Advocacy Information *Since 1910*

August 13, 2007

Mr. Anthony P. Condotti
Coastside CWD
333 Church St
Santa Cruz, CA 95060

Dear Mr. Condotti,

Your service on the Legal Affairs Committee has been invaluable to ACWA. We appreciate your devotion of time and expertise and look forward to working with you on ACWA issues and activities in the future.

We are fast approaching the end of the 2006-2007 committee term. With a new term comes the reconstitution of committees. If you would like to continue to serve on the same committee or would like to be considered for appointment to another committee, your name must be included on a committee consideration form for your agency. The enclosed consideration form needs to be signed by either your General Manager or Board President.

Even if you are currently serving on a committee, you must submit a committee consideration form to be considered for the new term. If you are a 'friend of ACWA' serving on a committee as a representative for a member agency, you will need to obtain the member agencies approved signature again.

In submitting your name for consideration, please do so with the understanding that committees need active, involved individuals able to expend the time and provide their expertise if appointed. Committee attendance at meetings is tracked and reviewed as part of the appointment process. **Please keep in mind, that the district is responsible for all costs associated with the participation of their representative on committees.**

Included in this packet

- Committee consideration form
- Sample committee consideration form
- Committee attendance records – for limited committees only
- Committee Purposes and Responsibilities
- Committee Process/Timeline

If you have any questions please give me a call (916) 441-4545.

Sincerely,

Randy Fiorini
ACWA President

RF:ks
Enclosures

COMMITTEE CONSIDERATION FORM

ASSOCIATION OF CALIFORNIA WATER AGENCIES

910 K Street, Suite 100
 Sacramento, California 95814-3577
 (916) 441-4545 Fax (916) 325-4856

Important Note
 Please make additional
 copies prior to completing
 this form.

***Rank**
 1=first choice
 2=second choice
 3=third choice

NAME AND TITLE	PHONE/FAX	COMMITTEE	Rank*
Please print legibly.			
	ph fx		
	Email		
	ph fx		
	Email		
	ph fx		
	Email		
	ph fx		
	Email		
	ph fx		
	Email		

QUESTIONS? Please call Kelly Smith at ACWA (916) 441-4545.

RECOMMENDATION SUBMITTED BY:

District/Company Name _____

Phone _____

SIGNATURE: _____

Title _____

Either the District/Company General Manager or Board President must sign this form.

GROUNDWATER COMMITTEE - *STANDING/UNLIMITED*

MEETINGS ARE HELD 4 TIMES A YEAR

- One at both the Fall and Spring conferences
- One in Northern California between conferences
- One in Southern California between conferences

The Groundwater Committee monitors state and federal regulations and legislation that could affect the quality or quantity of groundwater, conducts studies, develops policies regarding the management of groundwater and coordinates with other ACWA committees on issues directly related to groundwater.

Committee members are expected to participate in a variety of activities including writing legislation, preparing comments for state or federal hearings on groundwater issues, developing programs for workshops and conferences, and providing input on state and federal legislation. As a member of the committee, you will be enrolled as an active participant in ACWA's Outreach Program.

INSURANCE AND PERSONNEL COMMITTEE - *STANDING/LIMITED*

MEETINGS ARE HELD 4 TIMES A YEAR

- One at both the Fall and Spring conferences
- One in April in the Sacramento office
- One in July in Southern California

The Insurance and Personnel Committee works with staff in developing, reviewing and making recommendations to the Board of Directors regarding the following:

- ◆ All ACWA group insurance program offerings
- ◆ Annual contract negotiations and renewal of all group employee benefit plans, retirement issues and ACWA-sponsored deferred compensation plans
- ◆ Sponsor special studies on insurance-related problems and issues
- ◆ Sponsor safety programs for risk management or workers' compensation claims
- ◆ Define the scope of any audit to be performed by an independent actuary, as needed
- ◆ Gather, develop and publish comparative data on salary ranges, employee benefits and other personnel and administrative data pertinent to the management of member agencies

LEGAL AFFAIRS COMMITTEE - *REGULAR/LIMITED*

MEETINGS ARE HELD APPROXIMATELY 2-3 TIMES A YEAR

- One at both the Fall and Spring conferences
- As needed in between the conferences

LEGAL AFFAIRS COMMITTEE - *CONTINUED*

The committee's primary purpose is to support the mission of the Association, and more particularly, to deal with requests for assistance involving legal matters of significance to ACWA member agencies, water rights matters, proposed ACWA bylaw revisions, etc.

The committee also works with staff to produce publications to assist water agency officials in complying with applicable state and federal laws. The committee's areas of responsibility include:

- ◆ Amicus curia filings on important cases
- ◆ Commenting on proposed regulations and guidelines of state agencies such as Fair Political Practices Commission regulations or opinions and CEQA implementation guidelines
- ◆ Entering a suit as primary litigant
- ◆ Dealing with any water rights matters of interest to member agencies
- ◆ Reviewing all proposed ACWA bylaws for technical competence and consistency with the nonprofit corporation law and other bylaws

LOCAL GOVERNMENT COMMITTEE - *STANDING/LIMITED*

MEETINGS ARE HELD 4 TIMES A YEAR

- One at both the Fall and Spring conferences
- Two in between the conferences in the Sacramento office

The Local Government Committee:

- ◆ Recommends policies to the State Legislative Committee and the Board of Directors on matters affecting water agencies as a segment of local government in California, such as planning issues and local government organization and finance
- ◆ Plans and presents a program at each ACWA conference relating to local governance issues affecting water agencies
- ◆ Gathers data and disseminates information on the value of special districts
- ◆ Disseminates information promoting excellence in service delivery
- ◆ As a member of the committee, you will be enrolled as an active participant in ACWA's Outreach Program.

MEMBERSHIP COMMITTEE - *REGULAR/UNLIMITED*

MEETINGS ARE HELD 2 TIMES A YEAR

- One at both the Fall and Spring conferences

The Membership Committee takes any recommendation regarding ACWA policy to the ACWA Board of Directors for approval, meets to review and make recommendations regarding membership eligibility and all membership applications; assists the staff with the development of recruitment and retention