

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

**SPECIAL MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, September 14, 2010 - 6:30 p.m.**

**AGENDA**

**1) ROLL CALL**

**2) PUBLIC COMMENT**

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

**3) CLOSED SESSION**

Pursuant to California Government Code Section 54956.9(b)  
Conference with Legal Counsel - Anticipated Litigation  
Significant Exposure to Litigation: One Case

**4) RECONVENE TO OPEN SESSION**

Public report of closed session action.

**5) ADJOURNMENT**

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

## **COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

### **MEETING OF THE BOARD OF DIRECTORS**

**Tuesday, September 14, 2010– 7:00 p.m.**

#### **AGENDA**

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

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

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

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

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

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

#### 4) CONSENT CALENDAR

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

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

- A. Requesting the Board to review disbursements for the month Ending August 31, 2010 – Claims: \$808,679.94; Payroll: \$72,386.47 for a total of \$881,066.41 ([attachment](#))
- B. Acceptance of Financial Reports ([attachment](#))
- C. Minutes of the August 10, 2010 Board of Directors Meeting ([attachment](#))
- D. Monthly Water Transfer Report ([attachment](#))
- E. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- F. Total CCWD Production Report ([attachment](#))
- G. CCWD Monthly Sales by Category Report ([attachment](#))
- H. August 2010 Leak Report ([attachment](#))
- I. Rainfall Reports ([attachment](#))
- J. San Francisco Public Utilities Commission Hydrological Conditions Report for August 2010 ([attachment](#))

#### 5) MEETINGS ATTENDED / DIRECTOR COMMENTS

#### 6) GENERAL BUSINESS

- A. Budget Increase for Nunes Short-Term Improvements Project Construction Management ([attachment](#))

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

- Recognition for Joe Guistino
- Water Reclamation Update
- Connection Sale Status

- A. Operations Report ([attachment](#))
- B. Water Resources Report ([attachment](#))

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

9) **ADJOURNMENT**

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Void Amount</u>	<u>Check Amount</u>
15004	ALL04	ALLIED WASTE SERVICES #925	08/06/2010	0.00	271.98
15005	ALV01	ALVES PETROLEUM, INC.	08/06/2010	0.00	1,969.14
15006	ASS01	HEALTH BENEFITS AUTHORITY (HBA	08/06/2010	0.00	19,396.57
15007	ATT01	AT&T MOBILTY	08/06/2010	0.00	49.99
15008	BAY05	BAY AREA WATER SUPPLY &	08/06/2010	0.00	20,000.00
15009	COA 15	COASTSIDE NET, INC	08/06/2010	0.00	59.95
15010	DON02	SEAN DONOVAN	08/06/2010	0.00	554.61
15011	GRE02	GREEN TECHNOLOGY	08/06/2010	0.00	118.70
15012	HAR03	HARTFORD LIFE INSURANCE CO.	08/06/2010	0.00	1,634.36
15013	KAI01	KAISER FOUNDATION HEALTH	08/06/2010	0.00	9,054.00
15014	PAC02	PACIFICA CREDIT UNION	08/06/2010	0.00	750.00
15015	PUB01	PUB. EMP. RETIRE SYSTEM	08/06/2010	0.00	16,650.97
15016	VAL01	VALIC	08/06/2010	0.00	1,320.00
15017	COU05	RECORDER'S OFFICE	08/18/2010	0.00	24.00
15018	COU05	RECORDER'S OFFICE	08/18/2010	0.00	24.00
15019	COU05	RECORDER'S OFFICE	08/18/2010	0.00	24.00
15020	COU05	RECORDER'S OFFICE	08/18/2010	0.00	24.00
15021	COU05	RECORDER'S OFFICE	08/18/2010	0.00	24.00
15022	COU05	RECORDER'S OFFICE	08/18/2010	0.00	24.00
15023	COU05	RECORDER'S OFFICE	08/18/2010	0.00	24.00
15024	COU05	RECORDER'S OFFICE	08/18/2010	0.00	24.00
15025	ATT02	AT&T	08/20/2010	0.00	1,274.77
15026	BFI02	BFI OF CALIFORNIA, INC.	08/20/2010	0.00	485.10
15027	FEL01	ROBERT FELDMAN	08/20/2010	0.00	75.00
15028	HAR03	HARTFORD LIFE INSURANCE CO.	08/20/2010	0.00	1,634.36
15029	MET06	METLIFE SBC	08/20/2010	0.00	1,367.09
15030	PAC01	PACIFIC GAS & ELECTRIC CO.	08/20/2010	0.00	18,084.13
15031	PAC02	PACIFICA CREDIT UNION	08/20/2010	0.00	750.00
15032	PUB01	PUB. EMP. RETIRE SYSTEM	08/20/2010	0.00	16,655.88
15033	TEA02	TEAMSTERS LOCAL UNION #856	08/20/2010	0.00	755.00
15034	VAL01	VALIC	08/20/2010	0.00	1,320.00
15035	COU05	RECORDER'S OFFICE	08/26/2010	0.00	24.00
15036	A1001	A-1 SEPTIC TANK SERVICE	08/26/2010	0.00	525.00
15037	ADP01	ADP, INC.	08/26/2010	0.00	534.10
15038	ADV02	FRANK YAMELLO	08/26/2010	0.00	2,707.76
15039	AND01	ANDREINI BROS. INC.	08/26/2010	0.00	15,724.00
15040	AND03	ANNE ANDERSON	08/26/2010	0.00	150.00
15041	ANG01	ANGELO'S MUFFLER	08/26/2010	0.00	20.00
15042	ASS05	ACWA HEALTH BENEFITS AUTHORITY	08/26/2010	0.00	60.18
15043	ASS06	ACWA / JPIA	08/26/2010	0.00	56,712.00
15044	ATT03	AT&T LONG DISTANCE	08/26/2010	0.00	45.59
15045	AZT01	AZTEC GARDENS, INC.	08/26/2010	0.00	190.00
15046	BAL04	BALANCE HYDROLOGICS, INC	08/26/2010	0.00	1,230.00
15047	BAR01	BARTKIEWICZ, KRONICK & SHANAHA	08/26/2010	0.00	3,485.50
15048	BAS01	BASIC CHEMICAL SOLUTION, LLC	08/26/2010	0.00	4,013.06
15049	BAY10	BAY ALARM COMPANY	08/26/2010	0.00	903.61
15050	BIG01	BIG CREEK LUMBER	08/26/2010	0.00	137.86
15051	BOR01	BORGES & MAHONEY, INC.	08/26/2010	0.00	4,117.63
15052	CAL08	CALCON SYSTEMS, INC.	08/26/2010	0.00	17,863.47
15053	CAR02	CAROLYN STANFIELD	08/26/2010	0.00	485.00
15054	COA 14	COASTSIDE CARPET CLEANERS	08/26/2010	0.00	495.00
15055	COA19	COASTSIDE COUNTY WATER DIST.	08/26/2010	0.00	77.51
15056	COM01	COMMUNICATION LEASING SERVICES	08/26/2010	0.00	2,253.65
15057	CSG01	CSG SYSTEMS, INC	08/26/2010	0.00	2,638.48
15058	DAL01	DAL PORTO ELECTRIC	08/26/2010	0.00	4,593.00
15059	DON02	SEAN DONOVAN	08/26/2010	0.00	200.00
15060	EKI01	EKI INC.	08/26/2010	0.00	23,177.74
15061	ENR01	ENRIQUEZ MD, JOSEFINA	08/26/2010	0.00	125.00
15062	FIR06	FIRST NATIONAL BANK	08/26/2010	0.00	2,442.76
15063	FRI01	FRISCH ENGINEERING, INC	08/26/2010	0.00	12,635.00
15064	GEM01	GEMPLER'S, INC.	08/26/2010	0.00	2,682.54
15065	GOL04	GOLDEN STATE FLOW MEASUREMENT	08/26/2010	0.00	2,534.46

<u>Check Number</u>	<u>Vendor No</u>	<u>Vendor Name</u>	<u>Check Date</u>	<u>Void Amount</u>	<u>Check Amount</u>
15066	GRA03	GRAINGER, INC.	08/26/2010	0.00	2,245.63
15067	GRA07	THE GRAPHIC WORKS	08/26/2010	0.00	431.75
15068	HAL01	HMB BLDG. & GARDEN INC.	08/26/2010	0.00	121.94
15069	HAL04	HALF MOON BAY REVIEW	08/26/2010	0.00	670.00
15070	HAL24	H.M.B.AUTO PARTS	08/26/2010	0.00	87.31
15071	HAN01	HANSONBRIDGETT. LLP	08/26/2010	0.00	18,547.70
15072	IED01	IEDA, INC.	08/26/2010	0.00	1,020.00
15073	IRO01	IRON MOUNTAIN	08/26/2010	0.00	284.80
15074	IRV01	IRVINE CONSULTING SERVICES, IN	08/26/2010	0.00	1,430.00
15075	IRV02	IRVINE CONSULTING SERVICES, IN	08/26/2010	0.00	799.21
15076	JAM01	JAMES FORD, INC.	08/26/2010	0.00	18,509.00
15077	KGW01	KG WALTERS CONSTRUCTION CO, IN	08/26/2010	0.00	268,087.32
15078	LOM01	GLENNA LOMBARDI	08/26/2010	0.00	99.00
15079	MIS01	MISSION UNIFORM SERVICES INC.	08/26/2010	0.00	193.89
15080	NAT02	NATIONAL METER & AUTOMATION	08/26/2010	0.00	5,382.40
15081	OCE04	OCEAN SHORE CO.	08/26/2010	0.00	736.56
15082	OFF01	OFFICE DEPOT	08/26/2010	0.00	833.34
15083	ONT01	ONTRAC	08/26/2010	0.00	294.14
15084	PIT04	PITNEY BOWES	08/26/2010	0.00	231.00
15085	PRI01	PRINCETON WELDING , INC.	08/26/2010	0.00	400.00
15086	RED01	RED WING SHOES	08/26/2010	0.00	204.29
15087	RIC01	RICOH AMERICAS CORPORATION	08/26/2010	0.00	121.19
15088	RIC02	RICOH AMERICAS CORP	08/26/2010	0.00	788.15
15089	RIO01	NORBERT RIOJAS	08/26/2010	0.00	129.00
15090	ROB01	ROBERTS & BRUNE CO.	08/26/2010	0.00	13,818.66
15091	ROG01	ROGUE WEB WORKS, LLC	08/26/2010	0.00	255.00
15092	SAN03	SAN FRANCISCO WATER DEPT.	08/26/2010	0.00	182,861.44
15093	SAN05	SAN MATEO CTY PUBLIC HEALTH LA	08/26/2010	0.00	528.00
15094	SCH01	SCHWAAB STAMPS INC.	08/26/2010	0.00	79.75
15095	SER03	SERVICE PRESS	08/26/2010	0.00	75.13
15096	SEW01	SEWER AUTH. MID- COASTSIDE	08/26/2010	0.00	1,140.00
15097	SIE02	SIERRA CHEMICAL CO.	08/26/2010	0.00	5,957.15
15098	STE02	JIM STEELE	08/26/2010	0.00	450.00
15099	STR02	STRAWFLOWER ELECTRONICS	08/26/2010	0.00	21.80
15100	TET01	JAMES TETER	08/26/2010	0.00	649.00
15101	TJC01	TJC AND ASSOCIATES, INC	08/26/2010	0.00	936.00
15102	UB*00803	CRAIG POULSEN	08/26/2010	0.00	103.13
15103	UB*00804	MICHELLE PACK	08/26/2010	0.00	32.22
15104	UB*00805	LINCOLN MOEHLE	08/26/2010	0.00	75.00
15105	UB*00806	RICHARD FLETCHER	08/26/2010	0.00	35.91
15106	UB*00807	DEAN VANDRUFF	08/26/2010	0.00	61.11
15107	UB*00808	DEAN VANDRUFF	08/26/2010	0.00	17.70
15108	UB*00809	NIKKI PALMER	08/26/2010	0.00	29.37
15109	UB*00810	SUZANNE/ROBERT WHELAN	08/26/2010	0.00	30.40
15110	UB*00811	LEAH MARLESE SANDER	08/26/2010	0.00	56.91
15111	UB*00812	APRIL RADFORD	08/26/2010	0.00	24.08
15112	UB*00813	KAYLA MITCHELL	08/26/2010	0.00	32.55
15113	UB*00814	FAUSTO/LEANNA RODRIGUEZ	08/26/2010	0.00	59.83
15114	UB*00815	SC PROPERTY MGM'T	08/26/2010	0.00	9.88
15115	UB*00816	RICHARD SWANSON SR. c/o AGING ADULT SE	08/26/2010	0.00	55.52
15116	UNI07	UNITED STATES POSTAL SERV.	08/26/2010	0.00	600.00
15117	UPS01	UPS STORE	08/26/2010	0.00	34.96
15118	VER02	VERIZON WIRELESS	08/26/2010	0.00	1,065.76
15119	WES11	WEST COAST AGGREGATES, INC.	08/26/2010	0.00	336.93
15120	WHE01	VIRGINIA WHELEN	08/26/2010	0.00	195.00
15121	WIN01	RAYMOND WINCH	08/26/2010	0.00	196.63

**Report Total: 0.00 808,679.94**

**COASTSIDE COUNTY WATER DISTRICT - PERIOD BUDGET ANALYSIS**  
**31-Aug-10**

<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>CURRENT ACTUAL</b>	<b>CURRENT BUDGET</b>	<b>B/(W) VARIANCE</b>	<b>B/(W) % VAR</b>	<b>YTD ACTUAL</b>	<b>YTD BUDGET</b>	<b>B/(W) VARIANCE</b>	<b>B/(W) % VAR</b>
<b>REVENUE</b>									
1-0-4120-00	Water Revenue -All Areas	682,070	721,242	(39,172)	(5.4%)	1,240,032	1,430,997	(190,965)	(13.3%)
1-0-4170-00	Water Taken From Hydrants	2,989	2,083	905	43.5%	4,856	4,167	689	16.5%
1-0-4180-00	Late Notice -10% Penalty	4,487	4,167	320	7.7%	9,110	8,333	776	9.3%
1-0-4230-00	Service Connections	75	667	(592)	(88.7%)	849	1,333	(484)	(36.3%)
1-0-4235-00	CSP Connection T & S Fees	6,796	0	6,796	0.0%	6,796	0	6,796	0.0%
1-0-4920-00	Interest Earned	0	0	0	0.0%	0	0	0	0.0%
1-0-4925-00	Interest Revenue T&S Fees	0	0	0	0.0%	0	0	0	0.0%
1-0-4927-00	Inerest Revenue Bond Funds	0	0	0	0.0%	0	0	0	0.0%
1-0-4930-00	Tax Apportionments/Cnty Checks	0	500	(500)	0.0%	20,799	15,500	5,299	34.2%
1-0-4950-00	Miscellaneous Income	254	3,083	(2,829)	(91.8%)	2,114	6,167	(4,053)	(65.7%)
1-0-4955-00	Cell Site Lease Income	9,358	9,276	82	0.9%	18,681	18,552	129	0.7%
1-0-4960-00	CSP Assm. Dist. Processing Fee	0	0	0	0.0%	0	0	0	0.0%
1-0-4965-00	ERAF REFUND -County Taxes	0	0	0	0.0%	0	0	0	0.0%
1-0-4970-00	Wavecrest Reserve Conn. Fees	0	0	0	0.0%	0	0	0	0.0%
<b>REVENUE TOTALS</b>		<b>706,028</b>	<b>741,018</b>	<b>(34,989.97)</b>	<b>(4.7%)</b>	<b>1,303,237</b>	<b>1,485,049</b>	<b>(181,812)</b>	<b>(12.2%)</b>
<b>EXPENSES</b>									
1-1-5130-00	Water Purchased	182,861	237,780	54,919	23.1%	359,207	460,679	101,472	22.0%
1-1-5230-00	Pump Exp, Nunes T P	2,003	1,583	(420)	(26.5%)	4,243	3,170	(1,073)	(33.8%)
1-1-5231-00	Pump Exp, CSP Pump Station	8,814	28,186	19,373	68.7%	13,836	28,436	14,600	51.3%
1-1-5232-00	Pump Exp, Trans. & Dist.	1,532	1,667	135	8.1%	2,784	3,334	550	16.5%
1-1-5233-00	Pump Exp, Pilarcitos Can.	210	60	(150)	(249.3%)	407	120	(287)	(238.9%)
1-1-5234-00	Pump Exp. Denniston Proj.	4,845	1,000	(3,845)	(384.5%)	9,788	2,000	(7,788)	(389.4%)
1-1-5235-00	Denniston T.P. Operations	90	480	390	0.0%	4,753	960	(3,793)	(395.1%)
1-1-5236-00	Denniston T.P. Maintenance	9,182	3,166	(6,016)	(190.0%)	11,965	6,333	(5,632)	(88.9%)
1-1-5240-00	Nunes T P Operations	10,201	5,030	(5,171)	(102.8%)	17,515	12,560	(4,955)	(39.5%)
1-1-5241-00	Nunes T P Maintenance	7,670	3,000	(4,670)	(155.7%)	7,893	6,000	(1,893)	(31.5%)
1-1-5242-00	CSP Pump Station Operations	588	708	120	16.9%	1,177	1,416	239	16.9%
1-1-5243-00	CSP Pump Station Maintenance	14,721	4,458	(10,263)	(230.2%)	15,928	8,916	(7,012)	(78.6%)
1-1-5250-00	Laboratory Services	822	5,000	4,178	83.6%	1,789	10,000	8,211	82.1%
1-1-5318-00	Studies/Surveys/Consulting	2,254	1,833	(420)	(22.9%)	2,254	3,667	1,413	38.5%
1-1-5321-00	Water Conservation	20,476	7,708	(12,767)	(165.6%)	23,699	15,417	(8,283)	(53.7%)
1-1-5322-00	Community Outreach	125	2,183	2,058	94.3%	675	4,367	3,692	84.5%
1-1-5411-00	Salaries & Wages -Field	70,233	71,560	1,327	1.9%	149,641	143,120	(6,521)	(4.6%)
1-1-5412-00	Maintenance -General	16,876	16,042	(834)	(5.2%)	30,980	32,084	1,104	3.4%

ACCOUNT	DESCRIPTION	CURRENT ACTUAL	CURRENT BUDGET	B/(W) VARIANCE	B/(W) % VAR	YTD ACTUAL	YTD BUDGET	B/(W) VARIANCE	B/(W) % VAR
1-1-5414-00	Motor Vehicle Expense	4,602	3,708	(894)	(24.1%)	7,385	7,416	31	0.4%
1-1-5415-00	Maintenance -Well Fields	0	500	500	100.0%	0	1,000	1,000	100.0%
1-1-5610-00	Salaries/Wages-Administration	48,236	49,259	1,023	2.1%	96,332	98,518	2,186	2.2%
1-1-5620-00	Office Supplies & Expense	9,133	9,906	773	7.8%	16,929	19,813	2,883	14.6%
1-1-5621-00	Computer Services	2,540	3,446	906	26.3%	4,546	9,392	4,846	51.6%
1-1-5625-00	Meetings / Training / Seminars	2,865	1,667	(1,198)	(71.9%)	3,630	3,333	(297)	(8.9%)
1-1-5630-00	Insurance	89,789	88,658	(1,132)	(1.3%)	128,442	134,815	6,373	4.7%
1-1-5640-00	Employees Retirement Plan	32,221	33,676	1,455	4.3%	65,574	67,352	1,778	2.6%
1-1-5645-00	SIP 401K Plan	0	2,500	2,500	100.0%	0	5,000	5,000	100.0%
1-1-5681-00	Legal	10,859	4,750	(6,109)	(128.6%)	18,997	9,500	(9,497)	(100.0%)
1-1-5682-00	Engineering	480	1,167	687	58.9%	1,129	2,333	1,204	51.6%
1-1-5683-00	Financial Services	0	0	0	0.0%	0	0	0	0.0%
1-1-5684-00	Payroll Tax Expense	8,265	8,612	346	4.0%	18,033	17,223	(810)	(4.7%)
1-1-5687-00	Membership, Dues, Subscript.	175	363	188	51.7%	5,922	6,725	803	11.9%
1-1-5688-00	Election Expenses	0	0	0	0.0%	0	0	0	0.0%
1-1-5689-00	Labor Relations	1,020	1,000	(20)	(2.0%)	2,040	2,000	(40)	(2.0%)
1-1-5700-00	San Mateo County Fees	0	0	0	0.0%	0	0	0	0.0%
1-1-5705-00	State Fees	0	0	0	0.0%	0	0	0	0.0%
1-1-5711-00	Debt Srvc/Existing Bonds 1998A	0	0	0	0.0%	0	0	0	0.0%
1-1-5712-00	Debt Srvc/Existing Bonds 2006B	0	0	0	0.0%	0	0	0	0.0%
1-1-5713-00	Contribution to CIP & Reserves	52,311	52,311	0	0.0%	104,622	104,622	0	0.0%
1-1-5745-00	CSP Connect. Reserve Contribu.	6,796	0	(6,796)	0.0%	6,796	0	(6,796)	0.0%
1-1-5746-00	Wavecrest CSP Connt. Reserve	0	0	0	0.0%	0	0	0	0.0%
<b>EXPENSE TOTALS</b>		<b>622,794</b>	<b>652,966</b>	<b>30,172</b>	<b>4.6%</b>	<b>1,138,909</b>	<b>1,231,620</b>	<b>92,710</b>	<b>7.5%</b>
<b>NET INCOME</b>		<b>83,234</b>	<b>88,052</b>	<b>(4,818)</b>		<b>164,327</b>	<b>253,429</b>	<b>-89,102</b>	

**COASTSIDE COUNTY WATER DISTRICT  
INVESTMENT REPORT  
August 31, 2010**

		<i>Restricted</i>	<i>Restricted</i>	<i>Restricted for CSP CIP Projects</i>		
	<b>CASH FLOW &amp; OPERATING RESERVE</b>	<b>EMERGENCY RESERVES</b>	<b>CAPITAL EXPENDITURES</b>	<b>DISTRICT CSP CONTRIBUTION</b>	<b>CSP T&amp;S FEES</b>	<b>TOTAL</b>
<b>DISTRICT BALANCES</b>						
<u>CASH IN FIRST NATIONAL BANK</u>						
OPERATING ACCOUNT			\$230,835.73			\$230,835.73
CSP T&S ACCOUNT					\$151,538.58	\$151,538.58
<b>TOTAL FIRST NATIONAL BANK</b>	\$0.00	\$0.00	\$230,835.73	\$0.00	\$151,538.58	\$382,374.31
CASH WITH L.A.I.F	\$297,900.00	\$1,740,663.00	\$610,511.54	\$0.00	\$20,926.46	\$2,670,001.00
UNION BANK - Project Fund Balance			\$646,178.78			\$646,178.78
CASH ON HAND	\$1,930.00					\$1,930.00
<b>TOTAL DISTRICT CASH BALANCES</b>	<b>\$299,830.00</b>	<b>\$1,740,663.00</b>	<b>\$1,487,526.05</b>	<b>\$0.00</b>	<b>\$172,465.04</b>	<b>\$3,700,484.09</b>
<b>ASSESSMENT DISTRICT BALANCES</b>						
<u>CASH IN FIRST NATIONAL BANK</u>						
REDEMPTION ACCOUNT		\$ 87,615.16				
RESERVE ACCOUNT (Closed Account 8-4-04)		\$ -				
<b>TOTAL ASSESSMENT DISTRICT CASH</b>		<b>\$ 87,615.16</b>				

*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.*

**COASTSIDE COUNTY WATER DISTRICT  
APPROVED CAPITAL IMPROVEMENT PROJECTS  
FISCAL YEAR 2010-2011**

31-Aug-10

		<b>Approved CIP Budget FY 10/11</b>	<b>Actual To Date FY 10/11</b>	<b>Projected Year-End FY 10/11</b>	<b>Projected vs. Budget Variance</b>	<b>Project Status/ Comments</b>
<b>PIPELINE PROJECTS</b>						
	Small Line Decomission Behind Main Street	\$ 25,000			\$ 25,000	planning
	Rebuild Harbor 4" Vault	\$ 20,000			\$ 20,000	planning

**WATER TREATMENT PLANTS**

99-05	Denniston Intake Maintenance	\$ 29,000	\$ 975	\$ -	\$ 29,000	Denniston dredging project for Year 2010
10-03	Nunes- Backwash Variable Rates Prj (design/build)	\$ 25,000	\$ 2,506	\$ -	\$ 25,000	Assembling parts
10-04	Nunes - Floc Drive Repair	\$ 50,000			\$ 50,000	Drives received and installed. Complete for FY10. New mixers on order for 2011, Project to be complete in FY12
08-05	Nunes WTP - Plant Painting	\$ 12,500		\$ -	\$ 12,500	

**FACILITIES & MAINTENANCE**

09-07	AMR Program & Fixed Network	\$ 100,000			\$ 100,000	Need to present business case to facilities committee and Board
08-08	PRV Valves Replacement Project	\$ 20,000		\$ -	\$ 20,000	On-going program
99-01	Meter Change Program	\$ 30,000	\$ 4,906	\$ -	\$ 30,000	On-going program
09-09	Fire Hydrant Replacement	\$ 20,000		\$ -	\$ 20,000	Variance due to this project gets done when there is extra time.
09-10	Standardize Chlorine Analyzers at 6 Facilities	\$ 25,000	\$ 4,118		\$ 25,000	Purchasing parts and equipment for EG3
09-23	District Digital Mapping	\$ 75,000			\$ 75,000	

**EQUIPMENT PURCHASE & REPLACEMENT**

99-02	Vehicle Replacement	\$ 20,000	\$ 17,166	\$ -	\$ 20,000	On order
99-03	Computer System	\$ 12,000		\$ -	\$ 12,000	
99-04	Office Equipment/Furniture	\$ 3,000		\$ -	\$ 3,000	
06-03	SCADA/Telemetry/electrical controls	\$ 550,000	\$ 640	\$ -	\$ 550,000	
	Billing System Upgrade	\$ 75,000			\$ 75,000	

**PUMP STATIONS / TANKS / WELLS**

09-17	Crystal Springs Emergency Generator	\$ 50,000			\$ 50,000	
	MCC Upgrades Denniston PP	\$ 30,000			\$ 30,000	
	Alves Tank - Recoating (Interior & Exterior)	\$ 100,000			\$ 100,000	Preparing bid documents
	EG Tank 2 - Recoating (and Ladder)	\$ 200,000			\$ 200,000	Preparing bid documents
	EG Tank #2 Pump Station Pump Replacement	\$ 30,000	\$ 3,703		\$ 30,000	In progress
	Half Moon Bay Tank #1 (Int & Ext Recoat)	\$ 200,000			\$ 200,000	Preparing bid documents
	Miramar Tank Fence upgrade	\$ 8,000			\$ 8,000	

**COASTSIDE COUNTY WATER DISTRICT  
APPROVED CAPITAL IMPROVEMENT PROJECTS  
FISCAL YEAR 2010-2011**

31-Aug-10

Approved CIP Budget FY 10/11	Actual To Date FY 10/11	Projected Year-End FY 10/11	Projected vs. Budget Variance	Project Status/ Comments
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**DENNISTON WTP PRIORITY (SHORT-TERM) IMPROVEMENTS**

08-19	Denniston Short Term WTP Modifications	\$ 50,000		\$ -	\$ 50,000	In design
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**NUNES WTP PRIORITY (SHORT-TERM) IMPROVEMENTS**

08-24	Nunes Short Term WTP Modifications	\$ 1,100,000	\$ 453,559	\$ -	\$ 1,100,000	In progress
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**DENNISTON WTP (LONG-TERM) IMPROVEMENTS (MEMBRANE FILTRATION)**

08-22	Denniston Pre/Post Treatment Design	\$ 400,000		\$ -	\$ 400,000	Design in progress
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**WATER SUPPLY DEVELOPMENT**

09-21	Reclamation Project Planning	\$ 100,000		\$ -	\$ 100,000	Timing of expenditures difficult to estimate due to slow progress in reaching agreement with SAM for recycling.
09-22	Water Supply Alternatives Evaluation	\$ 100,000	\$ 38,072	\$ -	\$ 100,000	Propose dedicating this budget to Water Supply Master Plan effort and Urban Water Management Plan. Will bring proposal to Board in April.

**TOTALS \$ 3,459,500 \$ 525,643 \$ - \$ 3,459,500**

**FY 09/10 CIP Projects - paid in FY 10/11**

1125-02	Retention - Filter Media - Denniston	\$ 8,510.59
1118-12	CSP Exterior Painting Project	\$ 420.00
		\$ 8,930.59

**NON-BUDGETED ITEMS (CAPITAL EXPENDITURES) FOR CURRENT FISCAL YEAR 010/11**

1118-12	New Check Scanner for Office	\$ 2,715.56
1118-03	Outback Brush Cutter	\$ 2,511.93
1118-13	Base Station for Shop	\$ 2,500.76

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

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

Month	Admin (General Legal Fees)	Recycle Water Analysis	Water Supply Develpmnt	Transfer Program	CIP	Water Conservation	Personnel	Lawsuits	Infrastructure Project Review  (Reimbursable)	TOTAL
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<b>Sep-09</b>	4,389			130	130				1,872	6,521
<b>Oct-09</b>	4,196			234	1,300					5,730
<b>Nov-09</b>	6,156			234	598				676	7,664
<b>Dec-09</b>	4,940			598	26				910	6,474
<b>Jan-10</b>	3,406	234		2,132					52	5,824
<b>Feb-10</b>	5,334	754		78		2,663				8,829
<b>Mar-10</b>	7,316	79			4,210	236				11,840
<b>Apr-10</b>	7,219	262			3,563	236			131	11,411
<b>May-10</b>	8,056									8,056
<b>Jun-10</b>	4,937			183	3,275	52	863		917	10,228
<b>Jul-10</b>	8,138		3,458	393						11,989
<b>Aug-10</b>	7,161		5,383	2,305			3,698			18,547

<b>TOTAL</b>	<b>71,247</b>	<b>1,329</b>	<b>8,842</b>	<b>6,287</b>	<b>13,102</b>	<b>3,187</b>	<b>4,561</b>	<b>0</b>	<b>4,558</b>	<b>113,112</b>
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**Engineer Cost Tracking Report  
12 Months At-A-Glance**

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

<b>Month</b>	<b>Admin &amp; Retainer</b>	<b>Phase 3 EG Pipeline</b>	<b>CIP</b>	<b>Short Term WTP Imprv.</b>	<b>Studies &amp; Projects</b>	<b>TOTAL</b>	<b>Reimbursable from Projects</b>
<b>Sep-09</b>	1,507			4,946	4,111	<b>10,564</b>	4,111
<b>Oct-09</b>	480				2,140	<b>2,620</b>	2,140
<b>Nov-09</b>	1,347			701	1,841	<b>3,889</b>	1,841
<b>Dec-09</b>						<b>0</b>	
<b>Jan-10</b>	646		3,025	1,743	664	<b>6,078</b>	664
<b>Feb-10</b>	1,137			3,320	1,909	<b>6,366</b>	1,909
<b>Mar-10</b>	1,144		1,577	581		<b>3,302</b>	
<b>Apr-10</b>	848			1,411	332	<b>2,591</b>	332
<b>May-10</b>	480		4,048	1,909		<b>6,437</b>	
<b>Jun-10</b>	1,015		2,709	1,743		<b>5,467</b>	
<b>Jul-10</b>	649			1,859	3,924	<b>6,432</b>	
<b>Aug-10</b>	480			169		<b>649</b>	
<b>TOTAL</b>	<b>9,733</b>	<b>0</b>	<b>11,359</b>	<b>18,382</b>	<b>14,922</b>	<b>54,395</b>	<b>10,998</b>

**COASTSIDE COUNTY WATER DISTRICT**

**766 MAIN STREET**

**HALF MOON BAY, CA 94019**

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

**Tuesday, August 10, 2010**

- 1) **ROLL CALL** - President Chris Mickelsen called the meeting to order at 7:03 p.m. Present at roll call: Vice-President Bob Feldman and Directors Ken Coverdell, Jim Larimer and Jerry Donovan.

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

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC COMMENTS**

Steve Leonard, General Manager, Sewer Authority Mid-Coastside - Mr. Leonard introduced himself and stated that he had recently been hired as the General Manager of the Sewer Authority Mid-Coastside (SAM) and that he was looking forward to working together with the Coastside County Water District.

- 4) **CONSENT CALENDAR**

- A. Requesting the Board to review disbursements for the month Ending July 31, 2010 - Claims: \$561,877.37; Payroll: \$80,156.18 for a total of \$642,033.55
- B. Acceptance of Financial Reports
- C. Minutes of the June 29, 2010 Special Board of Directors Meeting
- D. Minutes of the July 13, 2010 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 2010 Leak Report
- J. Rainfall Reports
- K. San Francisco Public Utilities Commission Hydrological Conditions Report for July 2010
- L. Authorization to Write Off Bad Debts for Fiscal Year 2009-2010
- M. Award of Contract for Denniston/San Vicente Flow Measurements
- N. Award of Contract for Crystal Springs Exterior Painting
- O. Award of Contract for Installation of El Granada Tank 1 Fence
- P. Authorization to purchase new fleet vehicle

Director Donovan reported that he had reviewed the monthly financial claims and found all to be in order. He did request that item 4L - Authorization to Write Off Bad Debts for Fiscal year 2009-2010 be pulled from the Consent Calendar for further discussion.

**ON MOTION BY Director Donovan and seconded by Vice-President Feldman, the Board voted as follows, by roll call vote, to accept the Consent Calendar, with the exception of item 4L - Authorization to Write Off Bad Debts for Fiscal year 2009-2010:**

Director Coverdell	Aye
Vice-President Feldman	Aye
Director Larimer	Aye
Director Donovan	Aye
President Mickelsen	Aye

- L. Authorization to Write Off Bad Debts for Fiscal Year 2009-2010

Staff addressed questions from the Board regarding this process and related aspects of the District's billing policies.

**ON MOTION BY Director Coverdell and seconded by President Mickelsen, the Board voted as follows, by roll call vote, to authorize staff to write off bad debts for fiscal year 2009-2010 (July 1, 2009 through June 30, 2010) in the total amount of \$5,809.52:**

Director Coverdell	Aye
Vice-President Feldman	Aye
Director Larimer	Aye
Director Donovan	Aye
President Mickelsen	Aye

5) **MEETINGS ATTENDED / DIRECTOR COMMENTS**

Director Coverdell reported on his recently attended Bay Area Water Supply and Conservation Agency (BAWSCA) meeting.

Director Larimer stated that he and Director Feldman had attended the San Mateo County Chapter of the California Special Districts Association and recommended that a letter be sent from the District officially requesting that the agency invite Ms. Martha Poyatos, Executive Officer of the San Mateo County Local Area Formation Commission (LAFCo), to make an informational presentation on LAFCo, which would be beneficial for all members of the local chapter of the CSDA.

Vice-President Feldman shared his recent experience at the Association of California Water Agencies (ACWA) Region 5 event, which included a tour of the State Water Project's J.E. Skinner Delta Fish Protective Facility, the Harvey O. Banks Pumping Plant, the Bureau of Reclamation's Jones Pumping Plant and the Tracy Fish Collection Facility, as well as a Region 5 Board meeting, hosted by the Byron Bethany Irrigation District in Byron, CA.

6) **GENERAL BUSINESS**

A. **Resolution 2010-07 Approving An Amendment to Contract Between the Board Administration, California Public Employees' Retirement System and the Board of Directors, Coastside County Water District**

Mr. Dickson provided the background of this agenda item, explaining that this is another step in the process of implementing a second-tier retirement program, under which new employees would be covered by a less expensive plan than the CALPers "2.5% at 55" program provided to current employees. He advised the Board that this Resolution authorizes the Board President to execute an amendment to the District's CALPers contract, which implements this new "Tier 2" plan.

*Bob Ptacek, Montara, CA* - Inquired if anyone had any knowledge if these types of contracts could possibly be modified to create an adjustable second tier plan which could be reflective of the economy.

Mr. Miyaki and Mr. Dickson addressed Mr. Ptacek's question, stating that they did not believe that type of option is offered by CALPers.

**ON MOTION BY Vice-President Feldman and seconded by President Mickelsen, the Board voted as follows, by roll call vote, to adopt Resolution 2010-07 Approving An Amendment to Contract Between the Board Administration, California Public Employees' Retirement System and the Board of Directors, Coastside County Water District:**

<b>Director Coverdell</b>	<b>Aye</b>
<b>Vice-President Feldman</b>	<b>Aye</b>
<b>Director Larimer</b>	<b>Aye</b>
<b>Director Donovan</b>	<b>Aye</b>
<b>President Mickelsen</b>	<b>Aye</b>

**7) GENERAL MANAGER'S REPORT INCLUDING MONTHLY INFORMATIONAL REPORTS**

- **Water Reclamation Update** - Mr. Dickson advised the Board that he had recently met with the new Sewer Authority Mid-Coastside (SAM) Manager, Mr. Steven Leonard, and indicated that with this new perspective, he felt a renewed optimism concerning possible progress and cooperation regarding a recycled water project.
- **Connection Sale Status** - Mr. Dickson reviewed the action that has transpired in relation to the current connection sales process, including the notification and advertising schedule, and advised the Board that the applications are due by August 31, 2010, and that the District will conduct a lottery (if necessary) at 10:00 a.m. on September 1, 2010 at the District office.
- **Ethics Training** - Mr. Dickson reminded the Board of the mandatory ethics training requirements and suggested several alternatives for compliance.

**Operations Report**

Mr. Guistino reviewed the highlights of his monthly report, including the Nunes inlet pipeline break, an update on the short-term-improvements project, and his plans and commitment for obtaining compliance with the District's backflow program within the community.

**A. Water Resources Report**

Ms. Brennan referenced her staff report which reviewed the District's water efficiency activity for fiscal year 2009-2010.

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

**9) ADJOURNMENT**

The meeting was adjourned at 8:19 p.m. The next regular meeting of the Coastside County Water District's Board of Directors is scheduled for Tuesday, September 14, 2010.

Respectfully submitted

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David R. Dickson, General Manager  
Secretary of the Board

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Chris R. Mickelsen, President  
Board of Directors

# ***STAFF REPORT***

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

**From: David Dickson, General Manager**

**Agenda: September 14, 2010**

Report

Date: September 1, 2010

**Subject: Monthly Water Transfer Report**

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## **Recommendation:**

None. For Board information purposes only.

## **Background:**

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

Since the previous Board meeting in August 2010, nine transfer applications were approved for 17.5—5/8" (20 gpm) non-priority water service connections. A spreadsheet reporting the transfers for the month of August 2010 follows this report as well as the approvals from Patrick Miyaki and the confirmation letters from Glenna Lombardi.

**APPROVED WATER TRANSFERS FOR THE 2010 CALENDAR YEAR**

<b>DONATING APN</b>	<b>RECIPIENT APN</b>	<b>PROPERTY OWNERS</b>	<b># OF CONNECTIONS</b>	<b>DATE</b>
056-310-020	047-045-220	Gill-Vista Enterprises to El Granada Lodging, LLC	1---5/8" non-priority	Aug-10
056-310-020	056-102-020	Gill-Vista Enterprises to Thomas J. Carey	5---5/8" non-priority	Aug-10
056-310-020	056-101-210	Gill-Vista Enterprises to Robert & Helen Carey, TRS	1---5/8" non-priority	Aug-10
056-310-020	064-123-150	Gill-Vista Enterprises to Robert & Helen Carey, TRS and Thomas J. Carey	2---5/8" non-priority	Aug-10
056-310-020	056-105-190	Gill-Vista Enterprises to Robert & Helen Carey, TRS	1---5/8" non-priority	Aug-10
056-310-020	047-206-250	Gill-Vista Enterprises to Ray & Stephanie Hekkert	2---5/8" non-priority	Aug-10
056-310-020	056-106-050	Gill-Vista Enterprises to William S. Worley III & Lizabeth Worley	1---5/8" non-priority	Aug-10
056-310-020	048-134-210	Gill-Vista Enterprises to Steven Weed	3.5--5/8" non-priority	Aug-10
056-310-020	047-045-220	Gill-Vista Enterprises to El Granada Lodging LLC	1---5/8" non-priority	Aug-10

## Memorandum

**VIA ELECTRONIC MAIL**

**TO:** Glenna Lombardi  
**FROM:** Patrick T. Miyaki  
**DATE:** August 11, 2010  
**RE:** **Applications to Transfer Uninstalled Non-Priority Water Service Connections from Gill-Vista Property**

---

Glenna, I reviewed the eight Applications to transfer uninstalled non-priority water service connections from Gill-Vista Enterprises, a California General Partnership, (APN 056-310-020) to the following eight transferees:

1. El Granada Lodging, LLC (APN 047-045-220).
2. Thomas J. Carey (APN 056-102-020).
3. Robert and Helen Carey, TRS (APN 056-101-210).
4. Robert and Helen Carey, TRS and Thomas J. Carey (APN 064-123-150).
5. Robert and Helen Carey, TRS (APN 056-105-190).
6. Ray and Stephanie Hekkert (APN 047-206-250).
7. William and Lizabeth Worley (APN 056-106-050, 311 Correas Street, Half Moon Bay).
8. Steven Weed (APN 048-134-210)

The Applications are generally in order and satisfy the requirements of the District's General Regulations Regarding Water Service, Section U, Transfer of Uninstalled Water Service Connection Rights.

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

cc: David Dickson

## Memorandum

**VIA ELECTRONIC MAIL**

**TO:** Glenna Lombardi  
**FROM:** Patrick T. Miyaki  
**DATE:** August 23, 2010  
**RE:** **Application to Transfer Uninstalled Non-Priority Water Service Connection from Gill-Vista Property**

---

Glenna, I reviewed the Application to transfer one 5/8-inch uninstalled non-priority water service connection from Gill-Vista Enterprises, a California General Partnership, (APN 056-310-020) to El Granada Lodging, LLC (APN 047-045-220).

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

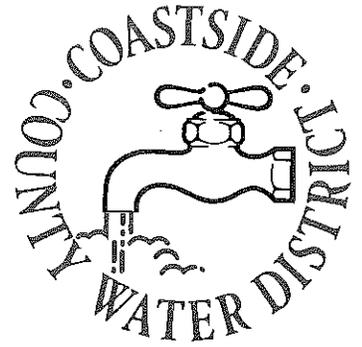
Please do not hesitate to contact me if you have any questions or want to discuss this matter in more detail.

cc: David Dickson

August 13, 2010

Gill-Vista Enterprises  
5 Erba Lane, Suite D  
Scotts Valley, CA 95066

El Granada Lodging, LLC  
51 Avenue Alhambra  
El Granada, CA 94018



Dear Property Owners:

RE: Request to Transfer an Uninstalled Non-Priority Crystal Springs Project Water Service Connection

Dear Property Owners:

We are pleased to confirm that the Coastside County Water District has **approved** your request to transfer one---5/8" (20 gpm) uninstalled, non-priority Crystal Springs Project water service connection. The result of this transfer is as follows:

- **APN 056-310-020** continues to have the remaining rights to 20.5---5/8" uninstalled, non-priority water service connections from the Coastside County Water District; and
- **APN 047-045-220** now has a one---5/8" (20 gpm) uninstalled, non-priority water service connection assigned to it from the Crystal Springs Project.  
*(Note: APN 047-045-220 is one of three parcels, 047-045-210/220/280 owned by El Granada Lodging and the site of the Harbor View Inn which was built in 1985. It is currently served by a one-inch PRE-CSP connection. Additionally, APN 047-045-210 has a one—5/8" non-priority CSP assigned to it.)*

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

Sincerely,

*Glenna Lombardi*  
Glenna Lombardi

Cc: David Dickson, General Manager

August 13, 2010

Gill-Vista Enterprises  
5 Erba Lane, Suite D  
Scotts Valley, CA 95066

Thomas J. Carey  
2920 Woodside Road  
Woodside, CA 94062



Dear Property Owners:

RE: Request to Transfer Uninstalled Non-Priority Crystal Springs Project Water Service Connections

Dear Property Owners:

We are pleased to confirm that the Coastside County Water District has **approved** your request to transfer five---5/8" (20 gpm) uninstalled, non-priority Crystal Springs Project water service connections. The result of this transfer is as follows:

- **APN 056-310-020** continues to have the remaining rights to 15.5---5/8" uninstalled, non-priority water service connections from the Coastside County Water District; and
- **APN 056-102-020** now has five---5/8" (20 gpm) uninstalled, non-priority water service connection assigned to it from the Crystal Springs Project.  
*(Note: Property #2 previously had a one—5/8" (20 gpm) non-priority water service connection assigned to it. Total capacity for this property is now six---5/8" (20 gpm) non-priority water service connections.)*

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

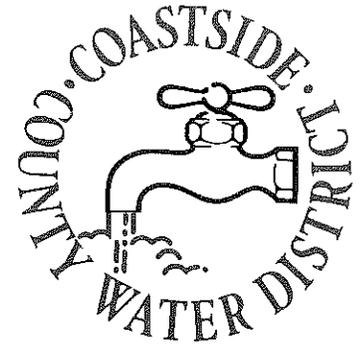
Sincerely,

*G. Lombardi*  
Glenna Lombardi

Cc: David Dickson, General Manager

August 13, 2010

Gill-Vista Enterprises  
5 Erba Lane, Suite D  
Scotts Valley, CA 95066



Robert & Helen Carey, TRS of the Isabella Trust  
2 Isabella Avenue  
Atherton, CA 94027

Dear Property Owners:

RE: Request to Transfer an Uninstalled Non-Priority Crystal Springs Project Water Service Connection

Dear Property Owners:

We are pleased to confirm that the Coastside County Water District has **approved** your request to transfer one---5/8" (20 gpm) uninstalled, non-priority Crystal Springs Project water service connection. The result of this transfer is as follows:

- **APN 056-310-020** continues to have the remaining rights to 14.5---5/8" uninstalled, non-priority water service connections from the Coastside County Water District; and
- **APN 056-101-210** now has a one---5/8" (20 gpm) uninstalled, non-priority water service connection assigned to it from the Crystal Springs Project.  
*(Note: Property #2 previously had a one---5/8" (20 gpm) non-priority water service connection assigned to it. Total capacity for this property is now two---5/8" (20 gpm) non-priority water service connections.)*

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

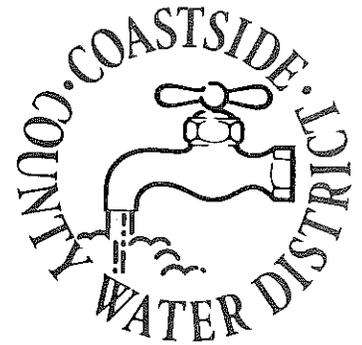
Sincerely,

  
Glenna Lombardi

Cc: David Dickson, General Manager

August 13, 2010

Gill-Vista Enterprises  
5 Erba Lane, Suite D  
Scotts Valley, CA 95066



Robert & Helen Carey, TRS of the Isabella Trust  
Thomas J. Carey  
2 Isabella Avenue  
Atherton, CA 94027

Dear Property Owners:

RE: Request to Transfer Uninstalled Non-Priority Crystal Springs Project Water Service Connections

Dear Property Owners:

We are pleased to confirm that the Coastside County Water District has **approved** your request to transfer two---5/8" (20 gpm) uninstalled, non-priority Crystal Springs Project water service connections. The result of this transfer is as follows:

- **APN 056-310-020** continues to have the remaining rights to 12.5---5/8" uninstalled, non-priority water service connections from the Coastside County Water District; and
- **APN 064-123-150** now has two---5/8" (20 gpm) uninstalled, non-priority water service connections assigned to it from the Crystal Springs Project.  
*(Note: Property #2 previously had a one---5/8" (20 gpm) non-priority water service connection assigned to it. Total capacity for this property is now three---5/8" (20 gpm) non-priority water service connections.)*

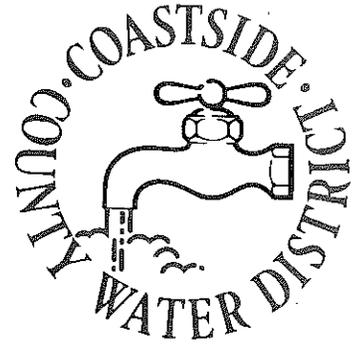
Please be advised that the City Council of the City of Half Moon Bay has taken the position that the transfer of a water service connection meets the definition of "development" so as to require a coastal development permit from the City. Applicants are advised to investigate this issue further with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

Sincerely,

A handwritten signature in cursive script that reads "Glenna Lombardi".  
Glenna Lombardi

Cc: David Dickson, General Manager

August 13, 2010



Gill-Vista Enterprises  
5 Erba Lane, Suite D  
Scotts Valley, CA 95066

Robert & Helen Carey, TRS of the Isabella Trust  
2 Isabella Avenue  
Atherton, CA 94027

Dear Property Owners:

RE: Request to Transfer an Uninstalled Non-Priority Crystal Springs Project Water Service Connection

Dear Property Owners:

We are pleased to confirm that the Coastside County Water District has **approved** your request to transfer one---5/8" (20 gpm) uninstalled, non-priority Crystal Springs Project water service connections. The result of this transfer is as follows:

- **APN 056-310-020** continues to have the remaining rights to 11.5---5/8" uninstalled, non-priority water service connections from the Coastside County Water District; and
- **APN 056-105-190** now has one---5/8" (20 gpm) uninstalled, non-priority water service connections assigned to it from the Crystal Springs Project.  
*(Note: Property #2 previously had a one—5/8" (20 gpm) non-priority water service connection assigned to it. Total capacity for this property is now two---5/8" (20 gpm) non-priority water service connections.)*

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

Sincerely,

*G. Lombardi*  
Glenna Lombardi

Cc: David Dickson, General Manager

August 13, 2010

Gill-Vista Enterprises  
5 Erba Lane, Suite D  
Scotts Valley, CA 95066



Ray and Stephanie Hekkert  
P.O. Box 1961  
El Granada, CA 94018

Dear Property Owners:

RE: Request to Transfer Uninstalled Non-Priority Crystal Springs Project Water Service Connections

Dear Property Owners:

We are pleased to confirm that the Coastside County Water District has **approved** your request to transfer two---5/8" (20 gpm) uninstalled, non-priority Crystal Springs Project water service connections. The result of this transfer is as follows:

- **APN 056-310-020** continues to have the remaining rights to 9.5---5/8" uninstalled, non-priority water service connections from the Coastside County Water District; and
- **APN 047-206-250** now has two---5/8" (20 gpm) uninstalled, non-priority water service connections assigned to it from the Crystal Springs Project.  
*(Note: Property #2 is developed as a triplex and has two---5/8" (20 gpm) non-priority water service connections installed and serving it since 3/09. With this approval, Property #2 now has two---5/8" (20 gpm) additional, uninstalled, non-priority connections assigned to it.)*

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

Sincerely,

A handwritten signature in cursive script that reads "G. Lombardi".

Glenna Lombardi

Cc: David Dickson, General Manager

August 13, 2010

Gill-Vista Enterprises  
5 Erba Lane, Suite D  
Scotts Valley, CA 95066

William S. Worley III  
Lizabeth Worley  
311 Correas Street  
Half Moon Bay, CA 94019



Dear Property Owners:

RE: Request to Transfer an Uninstalled Non-Priority Crystal Springs Project Water Service Connection

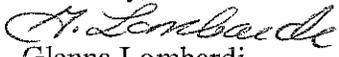
Dear Property Owners:

We are pleased to confirm that the Coastside County Water District has **approved** your request to transfer one---5/8" (20 gpm) uninstalled, non-priority Crystal Springs Project water service connection. The result of this transfer is as follows:

- **APN 056-310-020** continues to have the remaining rights to 8.5---5/8" uninstalled, non-priority water service connections from the Coastside County Water District; and
- **APN 056-106-050 (311 Correas Street, Half Moon Bay)** now has a one---5/8" (20 gpm) uninstalled, non-priority water service connection assigned to it from the Crystal Springs Project. (*Note: Property #2 is developed residential property on a well, and the owners want to connect to the municipal water system.*)

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

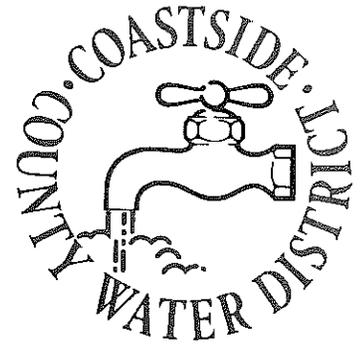
Sincerely,

  
Glenna Lombardi

Cc: David Dickson, General Manager

August 13, 2010

Gill-Vista Enterprises  
5 Erba Lane, Suite D  
Scotts Valley, CA 95066



Steven Weed  
2144 Harkins Avenue  
Menlo Park, CA 94025

Dear Property Owners:

RE: Request to Transfer an Uninstalled Non-Priority Crystal Springs Project Water Service Connection

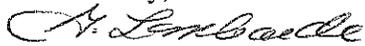
Dear Property Owners:

We are pleased to confirm that the Coastside County Water District has **approved** your request to transfer 3.5---5/8" (20 gpm) uninstalled, non-priority Crystal Springs Project water service connections. The result of this transfer is as follows:

- **APN 056-310-020** continues to have the remaining rights to 5---5/8" uninstalled, non-priority water service connections from the Coastside County Water District; and
- **APN 048-134-210** now has 3.5---5/8" (20 gpm) uninstalled, non-priority water service connections assigned to it from the Crystal Springs Project.

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

Sincerely,

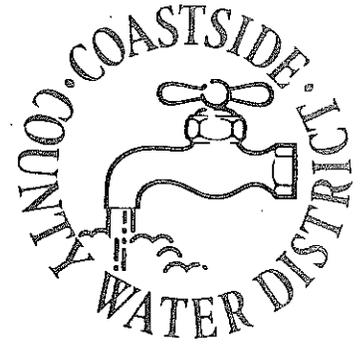
  
Glenna Lombardi

Cc: David Dickson, General Manager

August 26, 2010

Gill-Vista Enterprises  
5 Erba Lane, Suite D  
Scotts Valley, CA 95066

El Granada Lodging LLC  
28821 W. Gonzagard  
Santa Nella, CA 95322



Dear Property Owners:

RE: Request to Transfer an Uninstalled Non-Priority Crystal Springs Project Water Service Connection

Dear Property Owners:

We are pleased to confirm that the Coasts County Water District has **approved** your request to transfer one---5/8" (20 gpm) uninstalled, non-priority Crystal Springs Project water service connection. The result of this transfer is as follows:

- **APN 056-310-020** continues to have the remaining rights to 4---5/8" uninstalled, non-priority water service connections from the Coasts County Water District; and
- **APN 047-045-220** now has one---5/8" (20 gpm) uninstalled, non-priority water service connections assigned to it from the Crystal Springs Project. (*Note: APN 047-045-220 was previously approved for a transfer of a one---5/8" (20 gpm) non-priority water service connection. With this approval, it now has a total capacity assigned to it of two---5/8" non-priority water service connections.*)

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

Sincerely,

*Glenna Lombardi*  
Glenna Lombardi

Cc: David Dickson, General Manager

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

2010

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

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

Installed Water Meters	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Totals
HMB Non-Priority	1						5.5	1					7.5
HMB Priority													0
County Non-Priority					1								1
County Priority					1								1
<b>Monthly Total</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>5.5</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9.5</b>

**TOTAL CCWD PRODUCTION (MG) ALL SOURCES-2010**

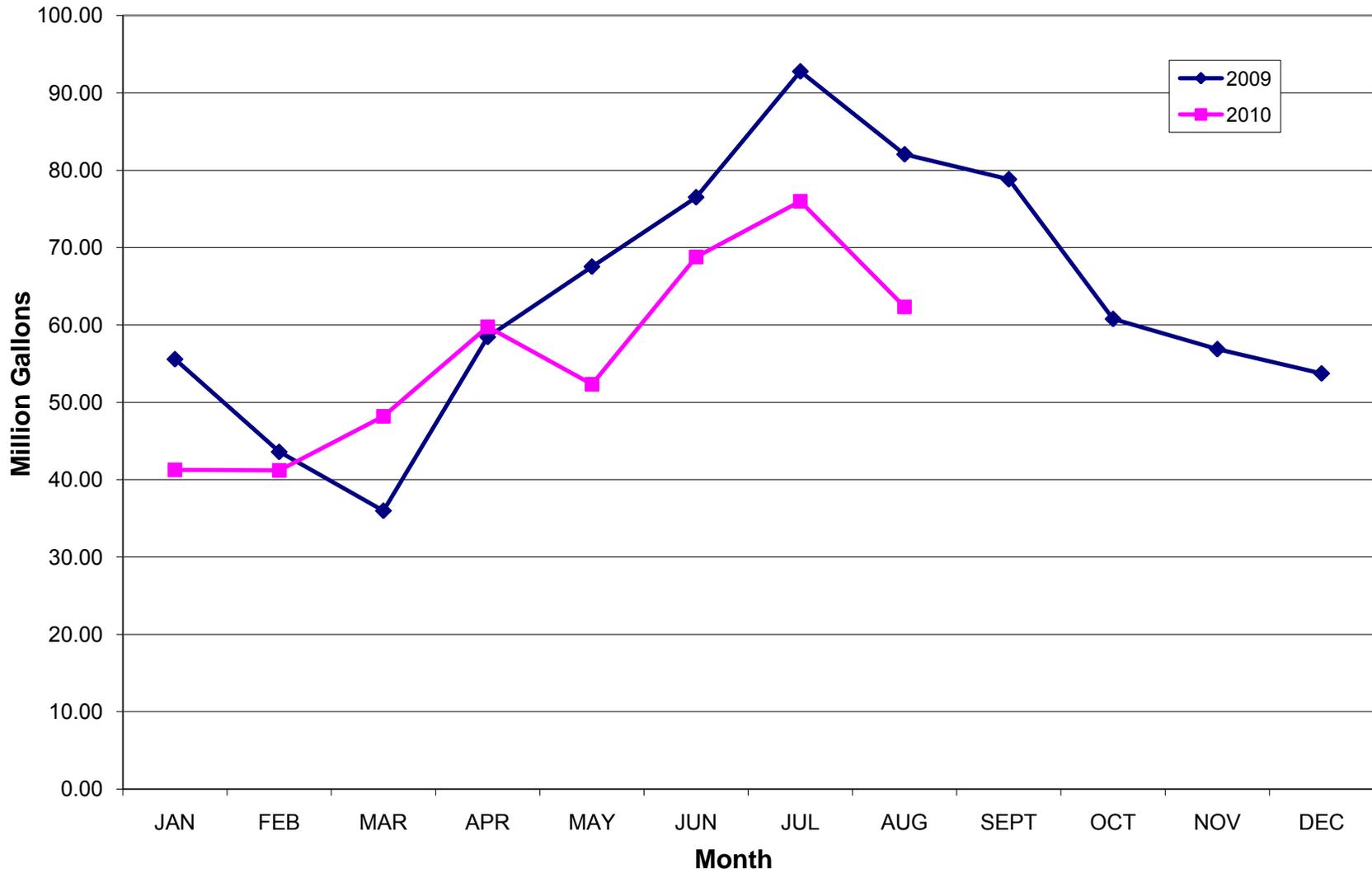
	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JAN	9.51	6.60	0.00	0.00	25.35	41.46	0.19	41.27
FEB	9.93	30.99	0.00	0.00	0.00	40.92	-0.29	41.21
MAR	11.65	37.69	0.00	0.00	0.00	49.34	1.16	48.18
APR	0.00	52.741	1.92	5.55	0.18	60.39	0.64	59.75
MAY	0.00	46.00	1.47	5.43	0.31	53.21	0.90	52.32
JUN	0.00	49.53	1.61	5.29	13.06	69.49	0.69	68.80
JUL	0.00	57.55	1.04	2.07	15.12	75.78	-0.21	75.99
AUG	0.00	41.40	0.80	3.03	18.17	63.40	1.06	62.35
SEPT								
OCT								
NOV								
DEC								
<b>TOTAL</b>	31.09	322.50	6.84	21.37	72.19	453.99	4.131	<b>449.86</b>
<b>% TOTAL</b>	6.8%	71.0%	1.5%	4.7%	15.9%	100.0%	0.91%	99.1%

**12 Month Running Treated Total                    698.15**

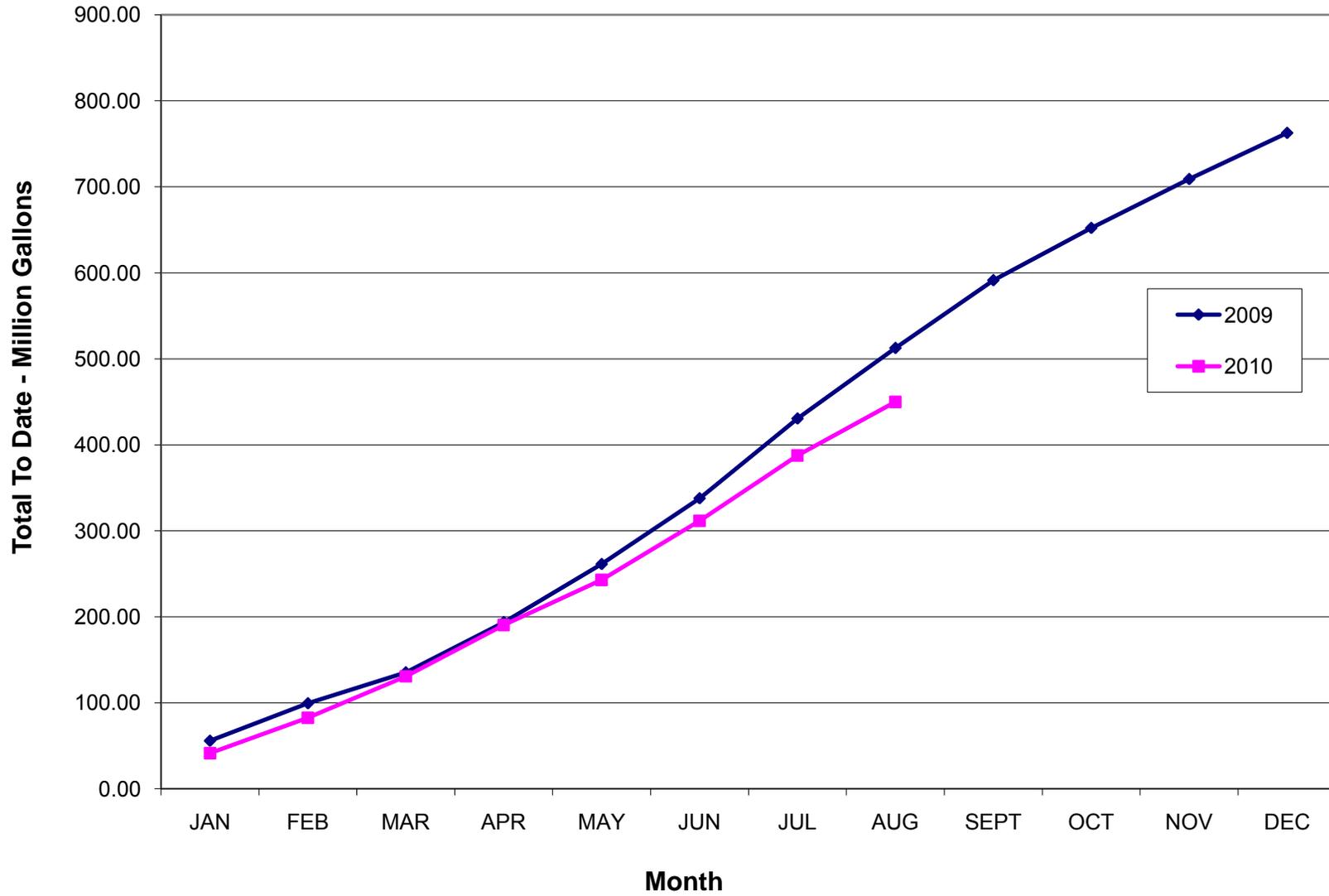
**TOTAL CCWD PRODUCTION (MG) ALL SOURCES-2009**

	PILARCITOS WELLS	PILARCITOS LAKE	DENNISTON WELLS	DENNISTON RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JAN	1.56	0.00	0.00	0.78	52.21	54.55	-0.96	55.51
FEB	4.19	5.11	0.00	0.00	33.52	42.82	-0.76	43.58
MAR	1.12	35.08	0.00	0.00	0.00	36.20	0.24	35.96
APR	0.00	58.566	0.30	0.76	0.00	59.63	1.23	58.40
MAY	0.00	49.27	2.43	12.46	3.77	67.93	0.45	67.48
JUN	0.00	57.09	2.38	11.07	5.84	76.38	-0.10	76.48
JUL	0.00	1.78	0.00	1.27	90.10	93.15	0.42	92.73
AUG	0.00	0.00	0.00	0.00	82.30	82.30	0.33	81.97
SEPT	0.00	0.00	0.00	0.00	78.74	78.74	-0.07	78.81
OCT	0.00	0.00	0.00	0.00	60.48	60.48	-0.26	60.74
NOV	5.14	0.00	0.69	2.85	48.00	56.68	-0.15	56.83
DEC	7.93	0.00	0.6	3.07	40.13	51.73	-0.185	51.92
<b>TOTAL</b>	19.94	206.90	6.40	32.26	495.09	760.59	0.190	<b>760.40</b>
<b>% TOTAL</b>	2.6%	27.2%	0.8%	4.2%	65.1%	100.0%	0.02%	100.0%

Monthly Production 2010 vs. 2009



**Cumulative Production 2010 vs. 2009**



**Coastside County Water District Monthly Sales By Category (MG)  
2010**

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	MG to Date
RESIDENTIAL	20.466	32.739	17.123	32.307	21.012	40.874	27.995	53.667					246.18
COMMERCIAL	5.336	1.055	5.677	1.046	5.353	1.197	6.625	1.341					27.63
RESTAURANT	2.192	0.239	2.512	0.206	2.651	0.268	3.245	0.282					11.59
HOTELS/MOTELS	2.699	1.872	2.512	1.444	3.186	1.940	3.691	2.239					19.58
SCHOOLS	0.347	0.233	0.367	0.352	0.548	1.126	1.334	1.347					5.65
MULTI DWELL	2.431	1.722	2.215	2.008	1.656	3.296	3.136	2.895					19.36
BEACHES/PARKS	0.436	0.004	0.599	0.022	0.669	0.011	0.902	0.113					2.76
FLORAL	5.243	6.738	7.648	8.280	8.995	7.819	7.238	7.186					59.15
RECREATIONAL	0.025	0.228	0.018	0.181	0.026	0.217	0.040	0.232					0.97
MARINE	0.975	0.000	0.779	0.000	0.743	0.000	0.987	0.000					3.48
IRRIGATION	0.120	0.653	0.046	0.652	0.070	5.187	12.096	9.452					28.28
Portable Meters	0.000	1.429	0.000	2.639	0.000	1.670	0.000	1.699					7.44
<b>TOTAL - MG</b>	<b>40.27</b>	<b>46.91</b>	<b>39.50</b>	<b>49.14</b>	<b>44.91</b>	<b>63.61</b>	<b>67.29</b>	<b>80.45</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>432.07</b>

Running 12 Month Total

676.49

**Coastside County Water District Monthly Sales By Category (MG)  
2009**

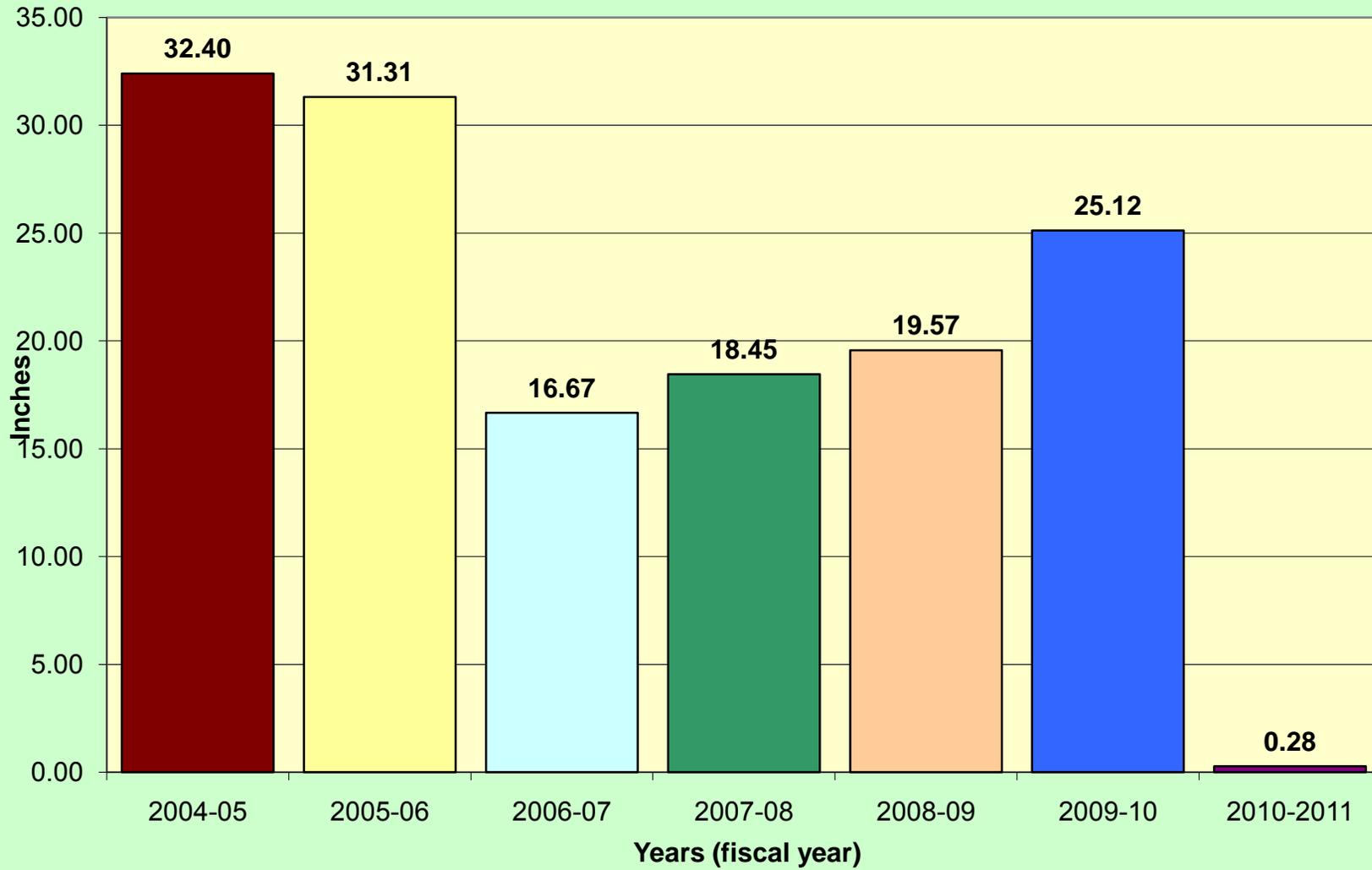
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	OCT	NOV	DEC	MG to Date
RESIDENTIAL	23.097	35.336	18.88	37.224	23.718	48.096	29.420	55.001	29.038	48.765	22.031	34.135	404.74
COMMERCIAL	5.456	0.952	4.953	1.188	5.552	1.217	6.815	1.275	6.710	1.512	5.317	1.047	41.99
RESTAURANT	2.623	0.123	2.585	0.12	2.872	0.126	3.196	0.337	3.279	0.313	2.527	0.272	18.37
HOTELS/MOTELS	3.755	0.085	3.39	0.088	3.928	0.115	4.721	2.061	4.029	1.735	3.473	1.291	28.67
SCHOOLS	0.737	0.034	0.509	0.043	1.615	0.12	2.884	1.989	1.966	1.490	1.079	0.525	12.99
MULTI DWELL	1.863	1.331	2.533	1.277	2.441	1.435	2.872	3.378	3.531	2.424	2.055	2.254	27.39
BEACHES/PARKS	0.405	0.017	0.305	0.052	0.818	0.101	1.049	0.146	1.180	0.074	0.563	0.014	4.72
FLORAL	9.622	0.242	11.549	0.241	16.427	0.158	13.865	7.366	9.049	7.344	8.228	5.018	89.11
RECREATIONAL	0	0.17	0.046	0.221	0.055	0.203	0.070	0.260	0.080	0.194	0.026	0.203	1.53
MARINE	1.006	0	0.812	0	0.802	0	0.966	0.000	1.233	0.000	1.184	0.000	6.00
IRRIGATION	2.042	1.247	1.076	1.213	0.728	2.418	17.384	15.809	11.340	8.194	3.227	3.234	67.91
PORTABLE METERS	0	0.371	0	0.193	0	0.362	0.000	1.739	0.000	1.676	0.000	1.563	
<b>MG</b>	<b>50.61</b>	<b>39.91</b>	<b>46.64</b>	<b>41.86</b>	<b>58.96</b>	<b>54.35</b>	<b>83.24</b>	<b>89.36</b>	<b>71.44</b>	<b>73.72</b>	<b>49.71</b>	<b>49.56</b>	<b>709.34</b>

**Coastside County Water District  
Monthly Leak Report  
August 2010**

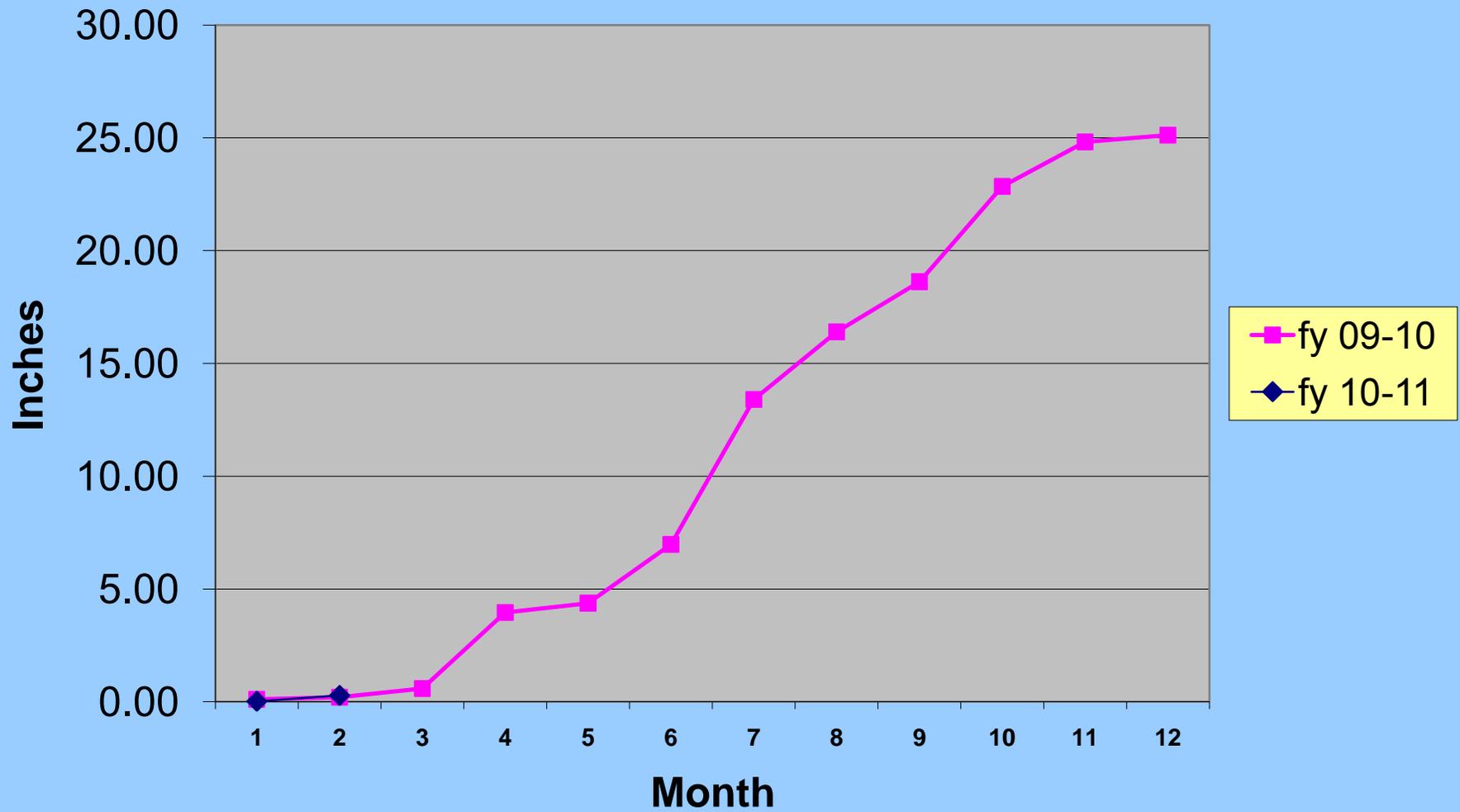
<b>Date</b>	<b>Location</b>	<b>City</b>	<b>Pipe Type/Size</b>	<b>Repair Material</b>	<b>Estimated Water Loss (gallons)</b>	<b>Repair Material Costs</b>	<b>Manpower and Equipment Costs</b>	<b>Estimated Cost of Repair (dollars)</b>
12-Aug-10	Spruce St @ First Ave	HMB	3/4" plastic srv	1 - 3/4" corp stop / 1 angle stop / 1 comp 90 / 80' 3/4" copper / 1 - 4' x 3/4" saddle	700	\$575.45	\$2,500	\$3,075
20/25/26-Aug-10	Railroad @ Metzgar	HMB	4" welded steel		1,076	\$1,075.66	\$2,250	\$3,326
25-Aug-10	Laurel St	HMB	4" CI	4" x 12" full circle / 10 ton rock	4,000	\$271.13	\$1,000.00	\$1,271
30-Aug-10	Grove St	HMB	4" galv main and 2" galv main	1 - 2" gate valve / 1 - 2" dayton / 2x6" nipple / 2" galv end cap / 6 ton rock	40,000	\$169.40	\$1,850	\$2,019
								\$0
								\$0
<b>TOTAL</b>					<b>45,775.66</b>	<b>2,091.64</b>	<b>7,600.00</b>	<b>6,616.19</b>



## Rain Totals



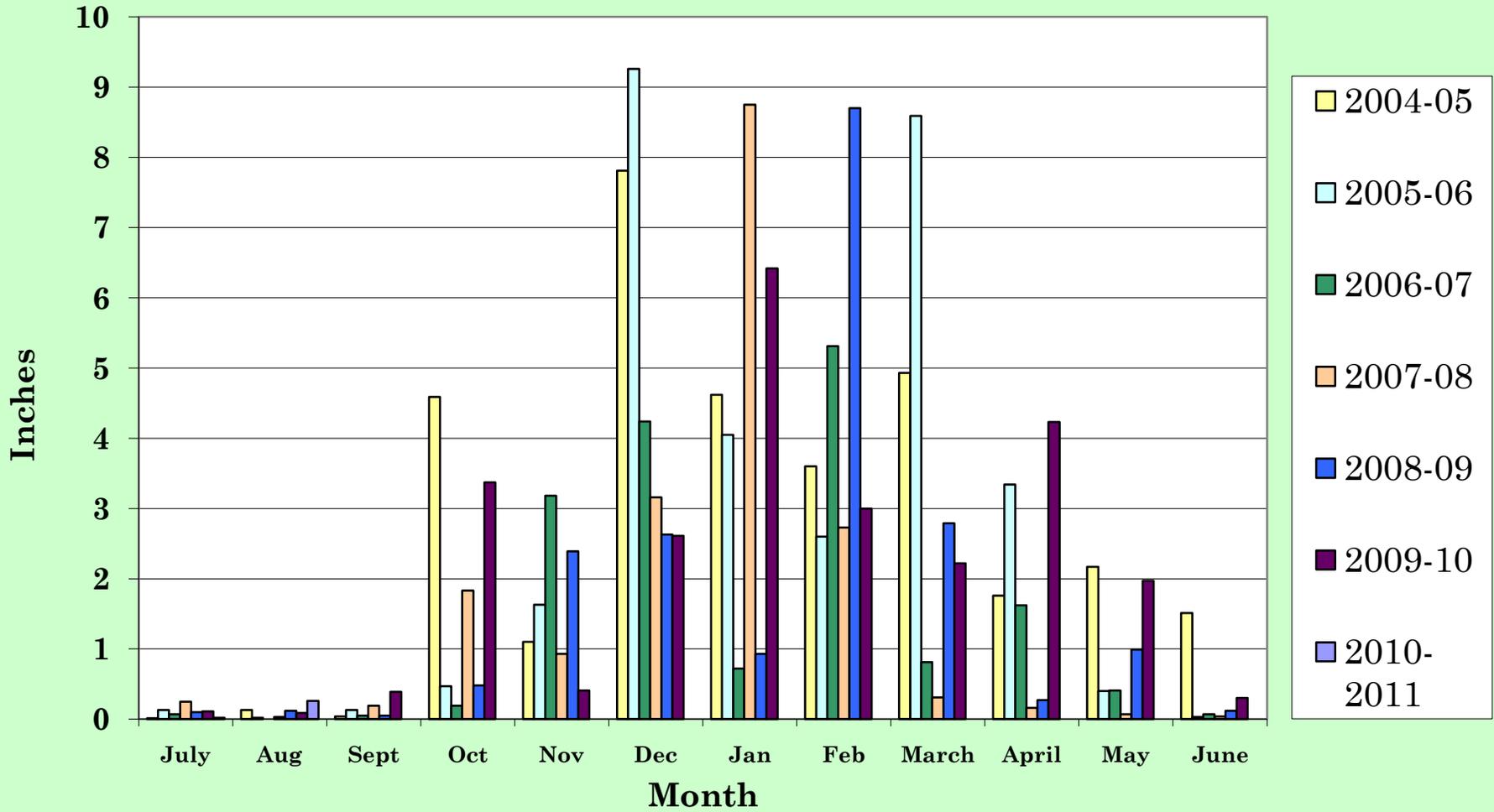
# Rainfall Totals fy 10-11



# Coastside County Water District

## Rainfall by Month

July '10 thru Jun '11



MONTHLY CLIMATOLOGICAL SUMMARY for AUG. 2010

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	61.5	73.6	1:00p	54.7	3:00a	4.9	1.4	0.00	1.6	8.0	12:30p	SSE
2	60.3	70.4	1:30p	53.1	5:30a	5.3	0.6	0.01	1.1	11.0	2:30p	SW
3	60.8	71.8	2:00p	54.9	2:00a	5.0	0.7	0.01	1.1	9.0	3:00p	SW
4	60.3	72.0	2:00p	54.7	4:30a	5.4	0.7	0.01	1.0	9.0	3:30p	SW
5	60.4	70.8	2:00p	53.9	5:30a	5.1	0.5	0.03	1.1	8.0	3:30p	SW
6	61.9	73.7	1:30p	54.1	6:00a	4.4	1.4	0.02	1.8	11.0	2:00p	SSW
7	61.3	71.6	1:00p	54.5	5:00a	4.8	1.1	0.02	1.8	11.0	1:30p	S
8	63.3	74.4	3:30p	56.2	5:00a	3.7	2.0	0.02	2.3	12.0	1:30p	S
9	61.6	70.7	2:00p	56.3	11:30p	4.2	0.8	0.01	1.4	10.0	12:30p	SSW
10	60.3	70.0	1:30p	53.0	5:30a	5.2	0.5	0.01	1.9	12.0	12:00p	S
11	61.7	73.1	12:30p	56.3	12:00m	4.2	0.9	0.02	1.1	8.0	10:30a	SSW
12	61.0	72.0	1:30p	54.3	4:30a	5.0	1.0	0.01	0.9	8.0	2:00p	WSW
13	61.3	70.9	12:00p	53.8	5:30a	4.3	0.7	0.02	1.0	10.0	2:00p	SSW
14	61.4	70.6	2:30p	56.5	4:00a	4.2	0.5	0.00	1.1	10.0	12:30p	SW
15	59.7	69.1	12:30p	54.8	5:00a	5.4	0.1	0.00	2.0	13.0	2:30p	WSW
16	59.7	69.7	12:30p	53.1	5:30a	5.6	0.3	0.01	1.8	12.0	2:30p	SW
17	61.3	68.7	11:00a	55.2	3:00a	4.1	0.4	0.01	1.4	12.0	1:00p	SSW
18	62.7	68.5	3:30p	57.3	11:00p	2.7	0.4	0.00	1.8	12.0	12:00p	SW
19	61.3	70.9	1:00p	56.1	2:00a	4.5	0.8	0.00	1.1	8.0	12:30p	SW
20	62.4	71.9	12:30p	55.4	6:30a	3.8	1.2	0.02	1.2	8.0	12:30p	SSW
21	61.2	71.0	2:30p	57.5	9:00a	4.2	0.4	0.01	1.1	9.0	2:00p	SSW
22	59.7	66.0	3:00p	52.0	12:00m	5.3	0.0	0.00	1.3	11.0	3:30p	SW
23	61.9	75.5	4:00p	50.0	4:30a	5.3	2.2	0.00	0.9	7.0	1:30p	SSW
24	69.0	85.6	5:30p	53.8	5:30a	2.9	6.9	0.00	0.9	8.0	3:00p	S
25	66.9	77.6	2:30p	58.4	5:30a	1.5	3.3	0.00	1.9	12.0	12:30p	S
26	63.6	72.8	2:30p	58.5	10:00p	2.5	1.1	0.00	1.3	10.0	2:00p	SW
27	63.4	73.1	2:00p	57.7	12:00m	3.1	1.4	0.00	2.4	11.0	6:30p	SSW
28	62.9	71.9	4:30p	57.3	2:30a	3.3	1.2	0.00	3.0	13.0	11:00a	SW
29	60.5	68.3	1:30p	56.5	6:30a	4.6	0.1	0.00	2.1	10.0	4:00p	SSW
30	61.2	71.4	12:00p	54.0	6:00a	4.3	0.5	0.01	1.3	10.0	1:00a	SSW
31	60.8	69.8	11:30a	52.2	12:00m	4.6	0.3	0.01	0.8	9.0	12:30p	SSW
	61.8	85.6	24	50.0	23	133.1	33.5	0.26	1.5	13.0	15	SSW

Max >= 90.0: 0

Max <= 32.0: 0

Min <= 32.0: 0

Min <= 0.0: 0

Max Rain: 0.03 ON 8/05/10

Days of Rain: 7 (>.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 2010

J. Chester, B. McGurk, A. Mazurkiewicz, & M. Tsang, September 6, 2010



**Summer Low Flow:** Upper – Summer flow in Cherry Creek, with Cherry Reservoir in the distance downstream (A. Mazurkiewicz); Lower – Calaveras Creek above Calaveras Reservoir, flow goes subsurface every summer (D. Cameron)

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

Table 1 Current Storage As of September 1, 2010							
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	
<b>Tuolumne System</b>							
Hetch Hetchy <sup>1/</sup>	320,924		360,360		39,436		89.1%
Cherry <sup>2/</sup>	263,185		273,340		10,155		96.3%
Lake Eleanor <sup>3/</sup>	19,149		27,100		7,951		70.7%
Water Bank	570,000		570,000		0		Full
Tuolumne Storage	1,173,258		1,230,800		57,542		95.3%
<b>Local Bay Area Storage</b>							
Calaveras <sup>4/</sup>	40,356	13,150	96,824	31,550	56,468	18,400	41.7%
San Antonio	48,635	15,848	50,496	16,454	1,860	606	96.3%
Crystal Springs	52,358	17,061	58,377	19,022	6,018	1,961	89.7%
San Andreas	17,816	5,805	18,996	6,190	1,180	385	93.8%
Pilarcitos	2,488	811	2,995	976	507	165	83.1%
Total Local Storage	161,653	52,675	227,688	74,192	66,033	21,517	71.0%
<b>Total System</b>	1,334,911		1,458,488		123,575		91.5%

<sup>1/</sup> Maximum Hetch Hetchy Reservoir storage with drum gates activated.

<sup>2/</sup> Maximum Cherry Reservoir storage with all flash-boards in.

<sup>3/</sup> Maximum Lake Eleanor storage with all flash-boards in.

<sup>4/</sup> Available capacity does not take into account current DSOD storage restrictions.

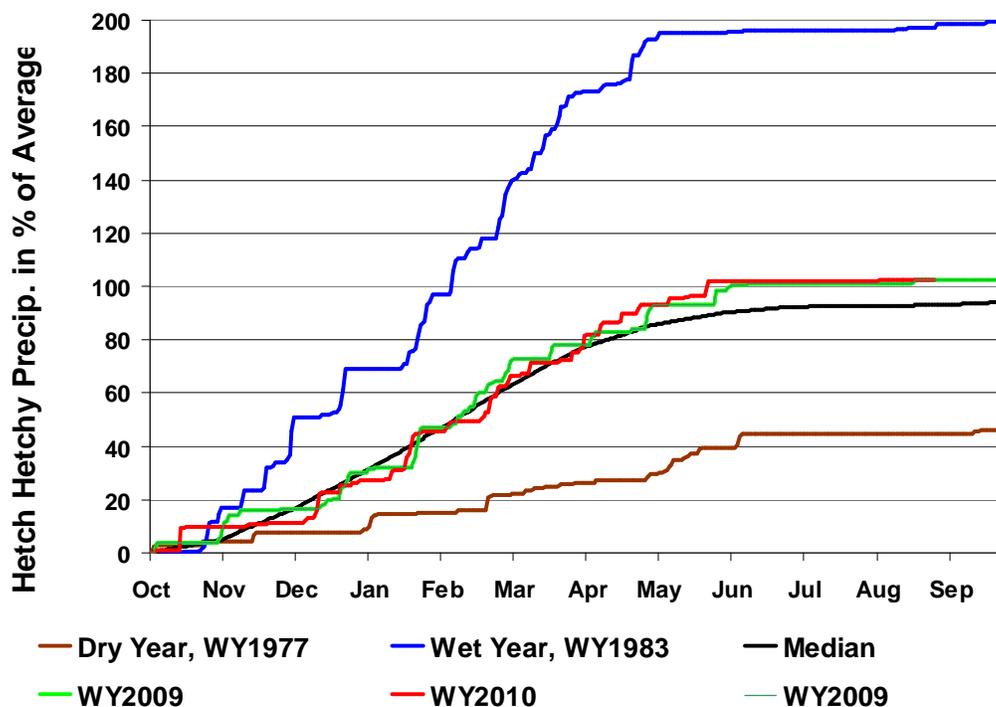
### Hetch Hetchy System Precipitation Index <sup>5/</sup>

*Current Month:* August was a typical dry summer month without precipitation except a trace of rain from thunderstorms in Hetch Hetchy and Yosemite Valleys. The August six-station precipitation index is 0.02 inch or 9.7% of the average index for the month. The precipitation gauge at Hetch Hetchy received 0.1 inch of precipitation in August.

*Cumulative Precipitation to Date:* The accumulated six-station precipitation index for water year 2010 is 39.24 inches, which is 110.3% of the average annual water year total, or 113.4% of the season-to-date precipitation. The weather is expected to be warm and dry through the remaining summer month. The water-year cumulative precipitation for the Hetch Hetchy gauge is shown in Figure 1 in red, and is above the median line.

<sup>5/</sup>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.

### Precipitation at Hetch Hetchy: Water Year 2010



**Figure 1:** Water year 2010 cumulative precipitation received at Hetch Hetchy Reservoir through the end-of-month August. Precipitation curves for wet, dry, median, and WY 2009 years for the station at Hetch Hetchy are included for comparison purposes.

### Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange as of August 31<sup>st</sup> is summarized below in Table 2. Typical dry summer conditions throughout the month resulted in below normal August inflows to all reservoirs. Due to these conditions there was no water available to the City in August.

	August 2010				October 1, 2009 through August 31, 2010			
	Observed Flow	Median <sup>6</sup>	Average <sup>6</sup>	Percent of Average	Observed Flow	Median <sup>6</sup>	Average <sup>6</sup>	Percent of Average
Inflow to Hetch Hetchy Reservoir	6,157	7,379	14,316	43.0%	821,711	704,750	742,515	110.7%
Inflow to Cherry Reservoir and Lake Eleanor	0	1,575	3,137	0.0%	503,489	443,769	449,786	111.9%
Tuolumne River at La Grange	13,745	16,845	24,729	55.5%	1,888,605	1,760,943	1,831,266	103.1%
Water Available to the City	0	0	1,448	0.0%	761,334	620,855	781,936	97.4%

<sup>6</sup> Hydrologic Record: 1919 – 2005.

## Hetch Hetchy System Operations

Draft from Hetch Hetchy was limited to SJPL deliveries and minimum streamflow releases. Draft from Hetch Hetchy Reservoir in August totaled 39,741 acre-feet which met SJPL deliveries and fisheries releases.

A total of 10,197 acre-feet of power draft was made at Cherry Reservoir to support the City's Municipal load, District Class 1, other loads or accounts, sales, and recreational flow releases. Only 5,177 acre-feet of water were transferred from Eleanor to Cherry in August to maintain the required minimum lake level at Lake Eleanor.

## Local System Operations

The Sunol Valley Water Treatment Plant average production rate for the month of August was 2 MGD, and the Harry Tracy Water Treatment Plant rate averaged 18 MGD. Both plants were off-line for periods of the month to facilitate routine maintenance.

## Local System Water Delivery

The water delivery rates for the month averaged 274 MGD. This is a 3% decrease over the July average rate of 283 MGD. An unusually cool August is believed to have caused the reduction.

## Local Precipitation

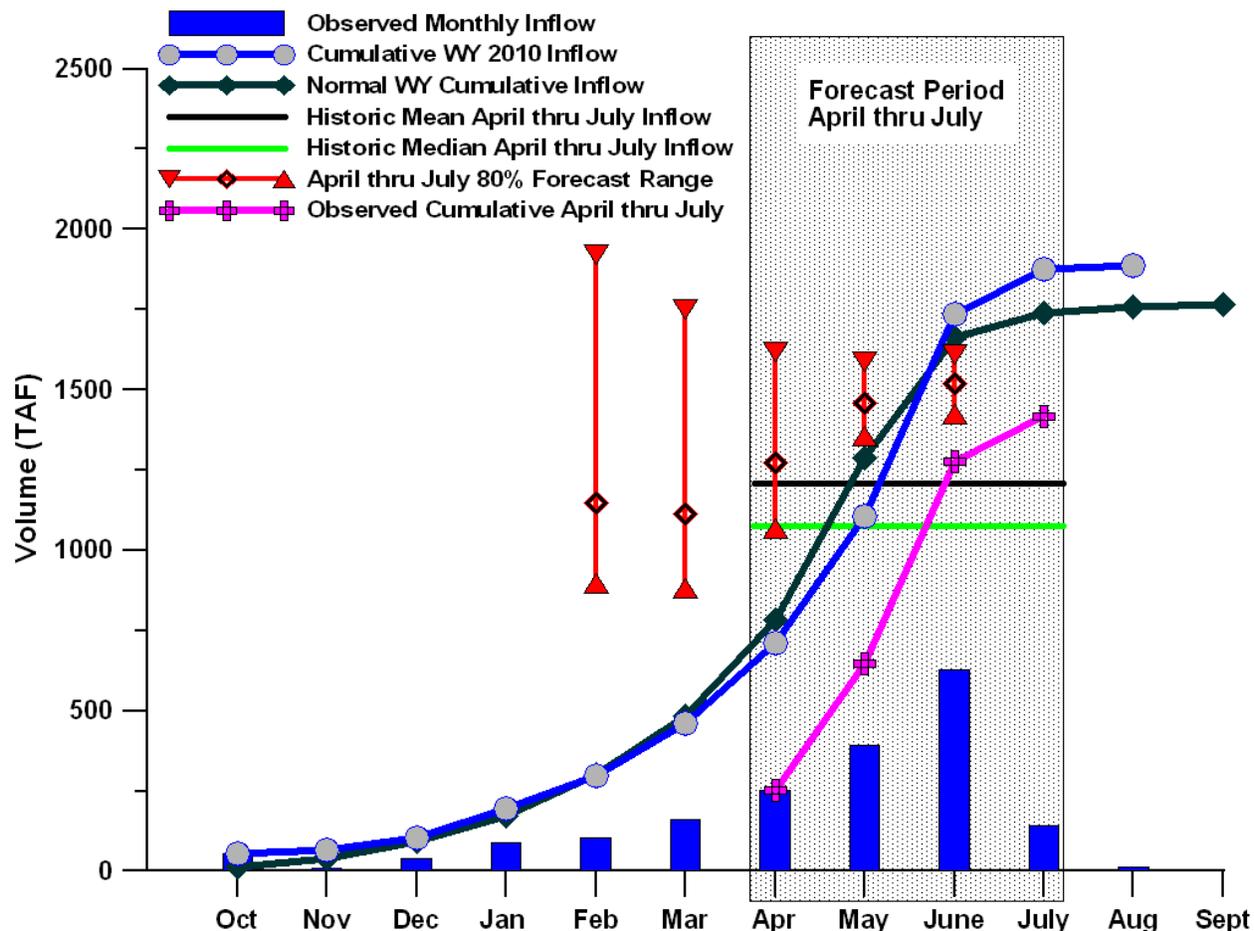
One one-hundredth of an inch of coastal fog-derived precipitation was measured in the Pilarcitos watershed for the month of August; elsewhere, the local watersheds were dry for the month. The rainfall summary is presented in Table 3.

Reservoir	Month Total (inches)	Percentage of Normal for the Month	Water Year To Date <sup>7</sup> (inches)	Percentage of Normal for the Year-to-Date <sup>7</sup>
Pilarcitos	0.01	7 %	39.47	102 %
Lower Crystal Springs	0.00	0 %	25.20	94 %
Calaveras	0.00	0 %	25.15	117 %

<sup>7</sup> WY 2010: Oct 2009 through Sep 2010

## Snowmelt and Water Supply

Water year inflows for 2010 are near normal, due to the above-normal April-through-July inflows. This has resulted in relatively high total system storage for this time of year. Even though April through July flow in the Tuolumne Basin was above normal, water available to the city was just normal. This is due to below-normal inflows during the winter months. Winter storms typically have varying rain-snow elevations, which result in increased inflows during warm storm events when rain occurs at mid-elevations. This year precipitation events were consistently cool and the snowline remained low, resulting in lower winter month inflows and high April-through-July inflow.

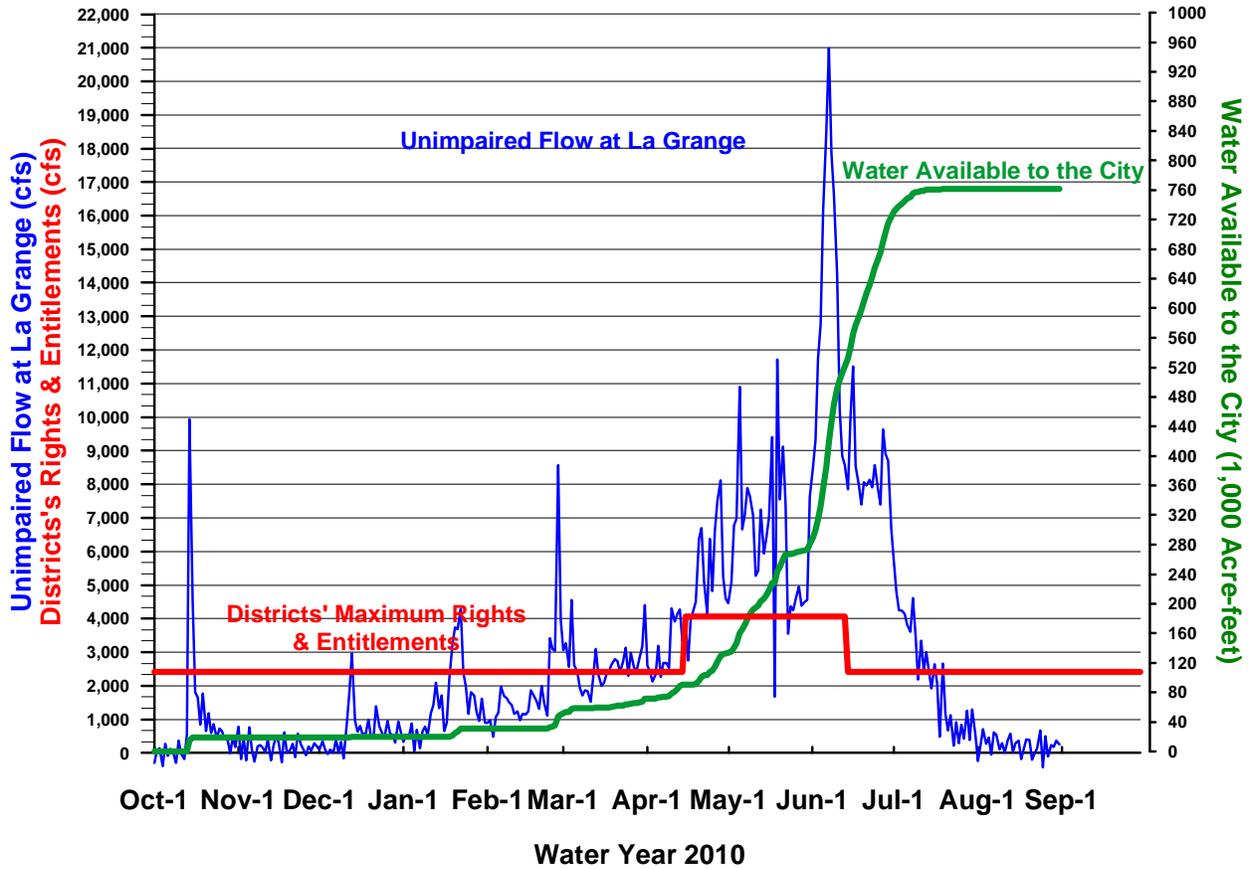


**Figure 2:** Water year 2010 conditions for the Tuolumne River at La Grange and for the 80% water supply forecast range (triangles represent the 90% and 10% forecasts, open diamonds represent the median forecast).

The total system is currently 92% of capacity. This is due to the late snowmelt runoff and overall relatively cool summer conditions which has reduced water supply demand. Local reservoirs will be lowered over the next month to meet October 1 storage criteria, which will result in lower SJPL deliveries. It is expected that the Up-country reservoirs will remain high due to the decreased demand and decreased water transfers from the Tuolumne system.

Seasonally dry conditions will continue through September. Overall temperatures are predicted to be below normal. This will likely result in continued decreased water supply demands. Precipitation patterns over the next month are difficult to predict, however below precipitation is forecasted by the National Weather Service's Climate Prediction Center. September is typically a dry month, with a majority of mountain precipitation occurring as scattered thunderstorms that rarely produce significant streamflow.

## Unimpaired Flow at La Grange & Water Available to the City



**Figure 3:** 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<sup>st</sup>, 2009 through August 31<sup>st</sup>, 2010 was 761,334 acre-feet.

cc	HHWP Records	Dufour, Alexis	Jue, Tyrone	Patterson, Mike
	Briggs, David	Gibson, Bill	Kehoe, Paula	Ramirez, Tim
	Cameron, David	Griffin, Pat	Levin, Ellen	Ritchie, Steve
	Carlin, Michael	Hale, Barbara	Mazurkiewicz, Adam	Rydstrom, Todd
	Chester, John	Hannaford, Margaret	McGurk, Bruce	Samii, Camron
	DeGraca, Andrew	Harrington, Ed	Meier, Steve	Sandkulla, Nicole
	Dhakal, Amod	Jensen, Art	Nelson, Kent	Tsang, Michael

## **STAFF REPORT**

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

**From: David Dickson, General Manager**

**Agenda: September 8, 2010**

Report

Date: September 7, 2010

**Subject: Budget Increase for Nunes Short-Term Improvements Project  
Construction Management**

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### **Recommendation:**

Authorize a \$28,000 increase in the construction management budget for the Nunes Short-Term Improvements Project.

### **Background:**

The Nunes Short-Term Improvements Project, which began construction in February of this year, is nearing completion. EKI has been providing construction management services for the project under a time-and-materials contract with an authorized budget of \$96,500. EKI's construction management effort to date has exceeded the budgeted scope for reasons which they could not have anticipated in preparing their cost estimate. In order to continue their services to the end of the project, we need to increase the construction management budget by \$28,000, to a total of \$124,500.

The factors contributing to the cost increase, explained in further detail in the attached memorandum from EKI dated August 3, 2010, include the following:

- Extensive effort and coordination related to work sequencing. One of the most important aspects of this project is the need to keep the plant in full operation during construction. The contractor proposed a work sequence that was substantially different from that specified in the contract documents. EKI worked with all the parties involved to review and implement the contractor's proposal, which was advantageous for the District.
- Changes to the contract documents to reflect actual field conditions. There were a number of instances in which field conditions required changes to the design shown in the contract documents. District staff and the contractor also suggested a number of changes to improve operability and to avoid conflicts with existing facilities. All of these changes required coordination and documentation.

- Additional Requests for Information (RFI's). EKI received a total of 24 RFI's rather than the 20 they assumed in budgeting.

Staff believes the budget increase for construction management is necessary, reasonable, and justified. Overall, the project will still be completed well below its initially anticipated budget due to lower-than-expected construction cost.



3 August 2010

**MEMORANDUM**

To: David Dickson (Coastside County Water District)

From: Jeffrey Tarantino, P.E. (Erler & Kalinowski, Inc.)

cc: Joe Guistino (Coastside County Water District)  
Stephen Tarantino, P.E. (Erler & Kalinowski, Inc.)  
Josh Kimbrell (Erler & Kalinowski, Inc.)  
EKI File A90031.00

Subject: Construction Management Services Budget Augmentation Request  
Short Term Improvements Project, Nunes Water Treatment Plan  
Coastside County Water District, Half Moon Bay, California  
(EKI A90031.00)

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As we have discussed over the last couple of months, Erler & Kalinowski, Inc.'s ("EKI's") rate of expenditure for the Nunes Short Term Improvements project ("Nunes STI project") construction management services contract has been higher than originally anticipated during development of the contract budget. As you may recall, EKI provided the attached memorandum dated 14 June 2010 (see Attachment 1) documenting the various tasks that had required additional effort than originally projected. As discussed in the attached memorandum, EKI anticipated requesting additional budget once we had reached a point where our available budget was approximately \$10,000. With our billing period ending 23 July 2010, we have approximately \$10,000 budget available and would like to request additional budget at this time to complete the Nunes STI project. We project that the additional budget required to complete construction management services will not exceed \$28,000.

For your information I have included two tables documenting EKI's expenditures. The attached tables include:

- Table 1 – EKI's original estimated budget included with our agreement.
- Table 2 – EKI's cumulative expenditures by task through the billing period ending 23 July 2010.

I have included below a summary of our assumptions used to project our additional budget need for your consideration:

- K.G. Walters reports it anticipates substantial completion of the project around 1 November 2010, which is approximately 14 weeks from 26 July 2010.



- On average, EKI's average weekly level of effort for labor is approximately \$2,000 and we anticipated expending \$28,000 over the remaining 14 weeks of the project.
- EKI anticipates an additional \$4,000 in other direct costs for travel, postage, and other miscellaneous expenses.
- EKI anticipates the following subconsultant expenses to complete the project:
  - Smith Emery for concrete testing – Approximately \$1,000 for the final concrete work for the sodium hypochlorite generator.
  - Bay Area Coating Consultants – Approximately \$5,000 for coating inspection for the remaining areas in the equipment room and sodium hypochlorite generator room.
- The total anticipated remaining expenditures to complete the project is therefore estimated to be approximately \$38,000 (please note this does not account for our available budget; please see below for further discussion).

As of 23 July 2010, EKI's projected available balance is approximately \$10,800 (subtract the total estimated expenditures presented in the attached Table 2 from the original contract budget presented in Table 1). Therefore, EKI requests a budget augmentation of \$28,000.

Thank you for your consideration of our request. Please let me know if you require any additional documentation or would like to discuss this matter either in person or on the phone. We appreciate that opportunity to work with CCWD on this project.

#### Attachments

- Table 1: Estimated Budget for Construction Management Services, Nunes Water Treatment Plant, Short Term Improvements Project.
- Table 2: Cumulative Expenditures through 23 July 2010 for Construction Management Services, Nunes Water Treatment Plant, Short Term Improvements Project.
- Attachment 1: Construction Management Services Budget Status, Short Term Improvements Project, Nunes Water Treatment Plant; Prepared by Erler & Kalinowski, Inc. dated 14 June 2010.

**TABLE 1**  
**ESTIMATED BUDGET FOR CONSTRUCTION MANAGEMENT SERVICES**  
**Nunes Water Treatment Plant, Short Term Water Treatment Plant Improvements Project**  
 Coastside County Water District, Half Moon Bay, California

TASKS	ESTIMATED EKI LABOR (Hours)											TOTAL LABOR COST (\$)	EXPENSES AND ADMINISTRATION				ESTIMATED COST					
	Personnel & Rates (\$/hr)												UNIT	QNTY	UNIT COST (\$)	10% Markup (\$)	TOTAL COST PER ITEM (\$)	SUB TOTALS (\$)				
	EKI (a)																					
	AD	CAD	G5	G4	G3	G2	G1	ASC	SEN	SUP	PRI											
80	110	95	108	127	137	159	170	187	210	219												
<b>Task 1 – Preconstruction Meeting</b>																						
Prepare for Preconstruction Meeting				2.0			0.5				0.5	\$411	ls	1	\$100	\$10	\$521					
Attend Preconstruction Meeting				4.0			4.0					\$1,112	mi	30	\$0.55		\$1,129					
Develop and distribute Meeting Minutes				2.0			0.5				0.5	\$411					\$411					
Communications Fee													-	3%	\$1,933		\$58					
Subtotal Labor Hours - Task 1				8.0			5.0				1.0	\$1,933						Estimated Cost - Task 1	\$2,100			
<b>Task 2 – Construction Management (Office Support)</b>																						
Track Submittals (Assume 60 submittals per 20 Feb 2009 Tech Specs)																						
Assume Grade 3, 0.5 hours per submittal plus 30% resubmittal				40.0								\$4,320					\$4,320					
QA/QC Allowance							8.0				4.0	\$2,236					\$2,236					
Prepare Field Memos and Clarifications (Assume 10 memos)																						
Assume Grade 3, 2 hours per memo				20.0								\$2,160					\$2,160					
QA/QC Allowance							4.0				2.0	\$1,118					\$1,118					
Track Requests for Information (Assume 20 RFIs)																						
Assume Grade 3, 0.5 hours per RFI				10.0								\$1,080					\$1,080					
Review Monthly Progress Payment Requests (Assume 12 payments)																						
Assume Grade 3, 2 hours per payment				24.0								\$2,592					\$2,592					
QA/QC Allowance							4.0					\$680					\$680					
Review Construction Schedule (Monthly Updates for 480 calendar day (18 months) duration)																						
Assume Grade 3, 1 hour per month				20.0								\$2,160					\$2,160					
QA/QC Allowance							4.0					\$680					\$680					
Review Change Order Requests (Assume 5 change orders)																						
Assume Grade 3, 8 hours per change order				40.0								\$4,320					\$4,320					
Assume Grade 1, 4 hours per change order							20.0					\$3,400					\$3,400					
QA/QC Allowance											4.0	\$876					\$876					
Resolve Conflicts (Assumed Allowance)				16.0			8.0					\$3,088					\$3,088					
Conduct Final Inspection (Allowance)				16.0			8.0				2.0	\$3,526					\$3,526					
Communications Fee													-	3%	\$32,236		\$967					
Subtotal Labor Hours - Task 2				186.0			56.0				12.0	\$32,236						Estimated Cost - Task 2	\$33,200			
<b>Task 3 – Construction Management (Field Observation and Meetings)</b>																						
Task 2.1 - Field Inspection Personnel (Assume 30 weeks active construction)																						
Assume Grade 3 two site visits per week, 4 hours per visit				240.0								\$25,920	mi	1800	\$0.55		\$26,910					
Assume Associate one site visit every 2 weeks, 4 hours per visit							60.0					\$10,200					\$10,200					
Task 2.5 - Attend Progress Meetings (Weekly meetings during 30 weeks of active construction)																						
Assume Grade 3, 1 hour to prep agenda and minutes, 1 hour meeting				60.0								\$6,480					\$6,480					
Assume Grade 1, no additional time because site visit coincide with meeting																						
QA/QC Allowance							8.0					\$1,360					\$1,360					
Communications Fee													-	3%	\$43,960		\$1,319					
Subtotal Labor Hours - Task 3				300.0			68.0					\$43,960						Estimated Cost - Task 3	\$46,300			





**TABLE 2**  
**CUMULATIVE EXPENDITURES THROUGH 23 JULY 2010 FOR CONSTRUCTION MANAGEMENT SERVICES (a)**  
**Nunes Water Treatment Plant, Short Term Water Treatment Plant Improvements Project**  
 Coastside County Water District, Half Moon Bay, California

TASKS	ESTIMATED EKI LABOR (Hours)								TOTAL LABOR COST (\$)	EXPENSES AND ADMINISTRATION				ESTIMATED COST	
	Personnel & Rates (\$/hr)									UNIT	QNTY	UNIT COST (\$)	10% Markup (\$)	TOTAL COST PER ITEM (\$)	SUB TOTALS (\$)
	EKI (b)														
	AD	CAD	G5	G4	G3	G2	ASC	PRI							
	80	110	95	108	127	137	170	219							
<b>Task 5 – Material Testing and Special Inspection</b>				2.0			1.0		\$386					\$386	
Material Testing										ls	1	\$3,971	\$397	\$4,368	
Coating Inspection (Section 09800)										ls	1	\$3,600	\$360	\$3,960	
Communications Fee										-	3%	\$386		\$12	
Subtotal Labor Hours - Task 5				2.0			1.0		\$386	Estimated Cost - Task 5				\$8,726	
<b>Total Labor Hours</b>	<b>4.5</b>	<b>1.5</b>	<b>33.0</b>	<b>349.5</b>	<b>2.5</b>	<b>26.5</b>	<b>134.0</b>	<b>23.0</b>	<b>\$69,415</b>	<b>Total Estimated Cost</b>				<b>\$85,683</b>	

**Notes to Table:**

- (a) Expenditures presented above are through EKI time card period ending 23 Jul 2010. The expenditures are being tracked at the task level only but the initial detailed subtasks are presented above for information purposes only.
- (b) EKI billing grades are defined as follows:
- |  |  |
|--|--|
| "SPR": Senior Principal                  | "G2": Grade 2 Engineer or Scientist                    |
| "PRI": Principal                         | "G3": Grade 3 Engineer or Scientist                    |
| "SUP": Supervising Engineer or Scientist | "G4": Grade 4 Engineer or Scientist                    |
| "SEN": Senior Engineer or Scientist      | "G5": Grade 5 Engineer or Scientist                    |
| "ASC": Associate Engineer or Scientist   | "CAD": CADD Operator (Includes \$20/hour computer fee) |
| "G1": Grade 1 Engineer or Scientist      | "AD": Technician/Administrative Assistant              |

ATTACHMENT 1

Construction Management Services Budget Status,  
Short Term Improvements Project, Nunes Water Treatment Plant;  
Prepared by Erler & Kalinowski, Inc. dated 14 June 2010.



14 June 2010

**MEMORANDUM**

To: David Dickson (Coastside County Water District)  
Joe Guistino (Coastside County Water District)

From: Jeffrey Tarantino, P.E. (Erler & Kalinowski, Inc.)  
Stephen Tarantino, P.E. (Erler & Kalinowski, Inc.)

cc: Steve Twitchell (Coastside County Water District)  
Josh Kimbrell (Erler & Kalinowski, Inc.)  
EKI File A90031.00

Subject: Construction Management Services Budget Status  
Short Term Improvements Project, Nunes Water Treatment Plan  
Coastside County Water District, Half Moon Bay, California  
(EKI A90031.00)

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Erler & Kalinowski, Inc. (“EKI”) is submitting this memorandum to the Coastside County Water District (“CCWD”) to provide a budget status update for construction management services for the Short Term Improvements Project at the Nunes Water Treatment Plant (“Nunes STI project”). The agreement for the construction services being provided is dated 29 October 2009 (“Agreement”).

This memorandum is a follow up to the 26 May 2010 meeting between Jeffrey Tarantino (EKI) and David Dickson (CCWD). At that meeting, the overall status of the Nunes STI project was reviewed including the current estimated completion date. EKI’s budget status as of 14 May 2010 was also reviewed and those tasks that have taken additional effort to date were discussed. EKI reported that as of 14 May 2010 approximately \$35,000 in budget was available<sup>1</sup>. EKI indicated that an additional \$15,000 to \$25,000 may be required to complete the project due to the additional effort required on several tasks. EKI committed to providing this memorandum with a brief summary of those items that have required additional effort.

The general contractor, K.G. Walters Construction (“K.G. Walters”) has not progressed as quickly as originally anticipated due to a variety of items. In addition, several responses to requests for information (“RFIs”), submittals, and contract change orders (“CCOs”) have required more effort than was assumed in the budget included with the original Agreement.

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<sup>1</sup>EKI’s most recent invoice for the period ending 28 May 2010 indicates the available budget is \$34,082.



A bulleted list of items that have required additional effort including a brief discussion is included below:

- Contract Document Discrepancies: The Contract Documents (“CDs”) have been found to not always accurately reflect the actual conditions of the existing facilities in several locations through the Nunes WTP. In addition, the CDs do not provide clear direction on construction requirements primarily related to the reinforced concrete work. One example is the new caustic soda containment area layout presented on the CDs did not accurately represent the actual dimensions of the existing concrete structure in the vicinity of the new caustic feed containment area. EKI coordinated with 1) the contractor to determine the actual existing facility dimensions, 2) the design engineer to confirm the proposed layout modifications, and 3) CCWD to approve the revised caustic soda containment layout. A second example is regarding existing piping that will penetrate proposed containment walls in the new alum and chlorine storage area. The CDs indicated that there would be penetrations but there were no details provided for how concrete reinforcement was to be placed or how piping, which penetrated the new concrete wall, should be protected with sleeves or other methods. Again, EKI coordinated with all parties to evaluate the issue and develop proposed details clarifying the CDs for the contractor’s use.
- Unanticipated Field Conditions: As of the date of this memorandum, two unanticipated field conditions have impacted construction progress. One item is the thickness of the existing concrete floor, which has been found to be as thick as 24-inches in some locations. EKI involvement with this item has resulted in contract change orders that are being paid on a time and materials basis as agreed to by the contractor and CCWD. A second significant field condition is related to groundwater water seeping through the existing concrete wall in the vicinity of the caustic soda containment area. The groundwater flow rate through the wall has been significant at times and the contractor has required specific direction as how to proceed with parts of the work. EKI has performed several site visits to evaluate this specific issue in addition to the site visits included in EKI’s budget. EKI also created the drawings and specifications for the contractor that included the information and direction needed to proceed with placing concrete and coating required by the CDs.
- Construction Sequencing: There have been two separate discussions between the contractor, EKI, and CCWD regarding the construction sequencing. The initial proposal by the contractor was rejected by CCWD. Once construction work was initiated and CCWD reviewed the proposed work in the new chlorine and alum storage area, CCWD determined that one of the two alum pumps could not be taken offline as described in the CDs because both alum pumps are need to meet the required water quality standards for potable water delivered to the customers. CCWD requested to revisit the contractor’s original construction sequencing proposal. Throughout both discussions, EKI reviewed and commented on the contractor’s proposal, communicated with the contractor to



address CCWD's comments, and attended field meetings and conference calls to review the proposals.

- Requests for Information: There have been a total of 24 RFIs submitted as of the date of this memorandum. EKI's original budget assumed that a total of 20 RFIs would be submitted by the contractor and that EKI would only be required to receive and distribute the RFIs to the design engineers based on the assumed level of effort of ½-hour of a Grade 4 engineer per RFI. EKI has provided additional level of effort in order to review and revise several of the 24 RFI responses because, in EKI's opinion, the original responses either did not fully respond to the question being asked or were not sufficiently clear.
- Field Observation and Quality Assurance Testing: EKI is providing field observation services including special inspection for the coating and concrete. The unanticipated field conditions and discrepancies in the CDs have resulted in an increase in the number of concrete pours, which will require EKI's subconsultant, Smith Emery, to collect additional concrete cylinders and perform more lab work including reporting. The coating work to date has also required additional effort than anticipated partially related to the groundwater flows through the existing concrete walls, which extended the contractor's preparation time and actual coating application.

At this time, EKI proposes to continue to track our budget and reduce our level of effort wherever possible without impacting the level of service being provided. We suggest that a final evaluation and determination of additional budget should be performed when EKI's available budget is at approximately \$15,000, which is anticipated to be in late July 2010.

Please call with any questions.

## ***STAFF REPORT***

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

**From:** David Dickson, General Manager

**Agenda:** September 14, 2010

Report

Date: September 10, 2010

**Subject:** General Manager's Report

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### **Recommendation:**

None. Information only.

### **Background:**

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

#### **1. Recognition for Joe Guistino**

I want to recognize Superintendent of Operations Joe Guistino for receiving the George A. Elliott Memorial Award from the California-Nevada Section of the American Water Works Association (see attached letter). This award is the Section's highest and recognizes outstanding volunteer achievement.

#### **2. Water Reclamation Update**

I met with the new SAM Manager, Steve Leonard, on September 1 to discuss recycled water. He said he would try to determine the status of the principles of agreement at SAM. We are waiting for SAM to respond to the principles of agreement the CCWD Board approved on February 9, 2010.

#### **3. Connection Sale Status**

Thirty-seven people submitted applications to purchase connections, so staff conducted a lottery on September 1, as prescribed in the Rules and Regulations for Sale and Purchase of Non-Priority Water Service Connections. After conducting the lottery, we opened and reviewed all of the applications and determined that three of the Winners would not qualify under the rules established for the sale. Every qualified applicant will therefore be eligible to purchase a connection. We mailed letters to all purchasers on September 10 with instructions for completing the purchase. Purchase documents and checks must be submitted to the District by October 12.



CALIFORNIA-NEVADA SECTION

American Water Works Association

LEADING. EDUCATING. SERVING.

August 23, 2010

Mr. Joe Guistino  
Coastside County Water District  
766 Main St  
Half Moon Bay, CA 94019

RECEIVED

AUG 25 2010

COASTSIDE COUNTY  
WATER DISTRICT

Dear Mr. Guistino: *Joe,*

On behalf of the California-Nevada Section, American Water Works Association, it is my pleasure to inform you that you have been selected to receive the **George A. Elliott Memorial Award**. Congratulations! The George A. Elliott Memorial Award is the CA-NV Section's highest award. It honors the man who helped establish the Section in 1920 and who was our first section Chair from 1920-1922. It was created by the Section in 1949 to recognize outstanding volunteer achievement. This distinction acknowledges your commitment and efforts to continue AWWA's mission and work for the protection of the public's drinking water.

Please join us at the CA-NV Section's fall 2010 conference on Wednesday, October 6th, to receive your award plaque and pin. The conference will be held at the Hyatt Regency Hotel in Sacramento, located at 12091 L Street. The opening session begins at 9:00 am and our awards ceremony starts about 10:30 am.

We would also appreciate it if you could send us a digital photo by September 22d. We'll use it in the presentation and in the exhibit hall. You can e-mail your photo to me at [macler.bruce@epa.gov](mailto:macler.bruce@epa.gov).

If you have any questions, please do not hesitate to contact me. Again, congratulations!

Sincerely,

Bruce Macler  
Section Awards Chair  
415 972-3569

*Congratulations  
you deserve it.*

cc: David Dickson

## **MONTHLY REPORT**

**To:** David Dickson, General Manager  
**From:** Joe Guistino, Superintendent of Operations  
**Agenda:** September 14, 2010

**Report**  
**Date:** September 8, 2010

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### **Monthly Highlights**

#### Backflow Program

We have embarked on a program to bring the District into compliance with backflow prevention standards. It may take a year or two but we are working a section of the service area every 2 to 3 weeks to reach our goal of 100% compliance.

#### Water Quality Complaints

We are still getting some brown water complaints in the Clipper Ridge area. Staff feels that it is caused by reverse flows when the Denniston Tank reaches 35 feet. We will be flushing pipelines in the area during the second week of September.

#### El Granada Pump Station 2

A 20 HP pump was installed at El Granada Pump Station 2 (PS) that complements the one installed last month at El Granada PS 1. We can now deliver water to El Granada Tank 3 at 250 gpm.

### **Source of Supply**

Crystal Springs, Pilarcitos Reservoir, Denniston Water Treatment Plant (WTP) and Denniston Wells were the major sources of supply for the month of August. We switched from the Pilarcitos source to the Crystal Springs source on 31 August.

### **Systems Improvement**

#### Beautification

- The shipping container at Nunes was cleaned out and removed from the site. The floor had failed from corrosion and it was infested with vermin. We will be replacing it with a new box to store various items.
- Crews painted the old piping and conduit adjacent to the new containment basins for the short term improvement project (STI) chemical feed systems at Nunes.
- Weed abatement and general clean-up of the Alves and Denniston Tank sites and access roads.
- Crews painted the piping in the main check valve vault at Crystal Springs PS.
- The carport at District Center was cleaned up and re-arranged so that we can start parking our vehicles there.

- Compiled old paint cans for removal and proper disposal.
- Cleaned up the El Granada Tank 2 site.
- Repainted over gang tags on El Granada Tank 1.
- Cleaned up Miramar Tank site. Someone dumped debris at the entrance.
- Removed old pump casing from the Crystal Springs site and brought to the Nunes WTP scrap yard.

### Backflow Program

We have instituted a program to eventually bring the service area into compliance with our backflow ordinance. We have completed an audit of all businesses located in Strawflower Plaza and the Half Moon Bay Shopping Center and have sent letters requiring backflow installation at applicable sites. Regency, who owns most of the property in Strawflower Plaza, has already started to install backflow devices and will be complete with all of their properties by the end of September.

The AMRs that have been installed on some of our meters give us indication as to whether the meter had run backwards at all during the month. When we find such meters, we require the homeowner to install a certified backflow device and incorporate it into our backflow program.

### New Fleet Vehicle

The 1999 Ford Ranger was replaced with a new Ford F-150 in August. This completes the purchase of pickups for the District for about 5 years. The dump truck and work truck may need replacing in 3 or 4 years.

### Denniston Tank Chlorination Station

This small project was completed by District staff. It consists of an air compressor (oilless) that injects a stream of air into the tank to get it to start mixing and a small chemical feed pump to inject sodium hypochlorite to boost the chlorine. The station also has an on-line chlorine residual analyzer to allow the operator to know when the chlorine has been adequately mixed. This is all housed in a shed built by our master craftsman Jack Whelen.

### El Granada Pump Station 2

Crews, with the help of Pump Repair, have installed a 20 HP pump at El Granada 2 PS. This matches the unit recently installed at EG 1 and allows us to deliver water at a rate of 250 gpm to the top of the El Granada highlands. Crews have almost completed the improvements to the hypochlorite booster station at both of these sites. These upgrades in chemical feed pump and chlorine residual analyzers will allow for ease of calibration, operation and improved reliability.

### New Caustic Chase Water System

Steve Twitchell and the Treatment Staff designed and installed a chase water system for the new caustic soda feed area. This allows for mixing and smooth dosage control for our pH adjustment system.

## **Update on Other Activities:**

### Meter Issues

Sensus has not yet provided a report on the large meter registers that they are inspecting. They promise the report to be complete by September 17.

### Water Quality Complaints

We continue to get sporadic brown tinged water complaints in the Clipper Ridge area of El Granada. There seems to be a correlation between Denniston Tank level and the brown water episodes. Staff feels that this area experiences a sharp flow reversal when the tank reaches 35 feet. We were not able to achieve proper scouring velocities in the pipes with the first go-around of the unidirectional flushing program. Crews will flush the main pipeline from Denniston Tank on the week of 13 September using two hydrants in order to reach scouring velocity in the 12" main.

### George A. Elliot Memorial Award

I was notified that I am the recipient of the George Elliot Award by the Cal/Nev Section of AWWA. This is the highest award in the Section for recognition of outstanding volunteer achievement. I will be receiving the award at the Cal/Nev Section AWWA Fall Conference in October.

I have also been elected to one of the six trustee positions of the Section. As Trustee, I will be sitting on the governing board, actively participating in the Awards and Membership Committees act as liaison for the Water Quality Division and other assignments as they come up.

### Railroad Avenue Pipeline

A contractor damaged this old, welded steel 4" main that is located on the paper street between Metzgar and Poplar. The contractor drove his tractor over the valve box when he grubbed land that belongs to the City of Half Moon Bay and was outside of the authorized work area. They had cleared this area without proper permits or permission. The City has shut down the project until the contractor reseeds the land. We have compiled our time and material costs for this and an associated break to invoice the contractor.

I have spoken to Jim Teter about designing a new location for this pipeline out of the field and under the present Railroad Avenue. This will not be a major undertaking and will be incorporated into our CIP.

### Locking in Caustic Soda price

Kudos to Treatment Supervisor Steve Twitchell for successfully negotiating a fixed cost for our Caustic Soda purchases for another year. The cost for Caustic Soda, one of the most commonly used industrial chemicals, can be very volatile and is sensitive to geographic and climatic variables.

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

### Meetings Attended

- 4 Aug - Canada Cove meeting on their development plans.
- 11 Aug - Business lunch with Dave Lea to discuss irrigation schedule.
- 11 Aug - Safety Training
- 12 Aug - BAWSCA water quality meeting.
- 17 Aug - Interagency cooperation meeting. CCWD, Cal Fire, City Engineer and City Building Inspector met to discuss how to streamline plan reviews.
- 18 Aug - Building inspection and plan review meeting with local contractors.
- 18 Aug - Nunes STI progress meeting

### Safety Meeting and Training

There was no Safety Committee meeting in August.  
Safety Training in August was on Back Injury Prevention and Office Ergonomics. Barrella, Winch, Joanne Whelen and Guistino in attendance.

## **Department of Public Health (DPH)**

No interaction with DPH in the month of August.

## **Projects**

### Tank Recoating Projects

No activity on these projects in August.

### Nunes Short Term Improvement Project

- Alum and hypochlorite containment areas coated.
- Work started on the foundations for the hypochlorite generating room
- Finished up plumbing in caustic soda feed area
- Cal Con tying operating system into SCADA
- New caustic system put on line in manual mode.
- Placed hypochlorite and alum storage and day tanks.
- Seismic tie downs on all bulk storage tanks.
- Poured all stairs for the alum and hypochlorite feed area.
- Placed alum metering pumps.
- Plumbed in drains and piping in hypochlorite and alum containment areas.
- Starting electrical installation in alum and hypochlorite areas.

### Crystal Springs Painting

Notice of award sent to Redwood Painting.

# Monthly Report

**To:** David Dickson, General Manager  
**From:** Cathleen Brennan, Water Resources Analyst  
**Agenda:** September 14, 2010  
**Subject:** Water Resources Report

This report is provided as an update on water resources activities. The report includes the following items:

- Fall Bill Insert – High Efficiency Toilet Rebate
- Half Moon Bay Precipitation Table
- List of Meetings

□ **October and November Bill Insert**

The billing statements mailed to customers in October and November will include a billing insert advertising the District’s residential rebate for high efficiency toilets. The insert will inform customers that they should look for the EPA WaterSense label, when choosing a toilet that qualifies for the rebate.



□ **Half Moon Bay Precipitation Table**

Water year 2010 has yielded normal precipitation for Coastside County Water District’s local watersheds.

Precipitation for Half Moon Bay (inches)													
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Total
<b>Historic Average</b>	1.3	3.4	3.7	5.5	4.8	3.9	1.6	0.6	0.2	0.0	0.1	0.3	25.4
	2009			2010									
<b>Water Year 2010</b>	3.4	0.4	2.6	6.4	3.0	2.2	4.2	2.0	0.3	0.0	0.3		24.8

□ **List of Meetings**

- ACWA/DWR Groundwater Elevation Monitoring Program CASGEM – 8/9/2010
- BAWSCA Water Resources – 8/18/2010
- Statewide Water Use Efficiency Meeting – 8/19/2010
- BAWSCA Water Management Meeting – 8/25/201