

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, December 13, 2016 - 7:00 p.m.

AGENDA

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

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

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

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

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

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

4) CONSENT CALENDAR

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

- A. Approval of disbursements for the month ending November 30 2016: Claims: \$599,212.34; Payroll: \$99,518.57 for a total of \$698,730.91 ([attachment](#))
 - *November 2016 Monthly Financial Claims reviewed and approved by Director Coverdell*
- B. Acceptance of Financial Reports ([attachment](#))
- C. Approval of Minutes of November 8, 2016 Regular Board of Directors Meeting ([attachment](#))
- D. Installed Water Connection Capacity and Water Meters Report ([attachment](#))
- E. Total CCWD Production Report ([attachment](#))
- F. CCWD Monthly Sales by Category Report – November 2016 ([attachment](#))
- G. Monthly Emergency Main & Service Repairs Report and Water Line Flushing Report ([attachment](#))
- H. Rainfall Reports ([attachment](#))
- I. S.F.P.U.C. Hydrological Report for the month of October, 2016 ([attachment](#))
- J. Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year ending 2015-2016 ([attachment](#))

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

6) GENERAL BUSINESS

- A. Approval of Water Service Agreement – Best Western Hotel ([attachment](#))
- B. Refurbishment of Pilarcitos Canyon Wells 3 and 3a ([attachment](#))
- C. Crystal Springs Pump 1 Motor Replacement ([attachment](#))
- D. Election of Coastside County Water District Board President and Vice-President ([attachment](#))

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

- A. Assistant General Manager's Report ([attachment](#))
- B. Operations Report ([attachment](#))
- C. Water Resources Report ([attachment](#))

8) DIRECTOR AGENDA ITEMS – REQUESTS FOR FUTURE BOARD MEETINGS

9) ADJOURNMENT

**COASTSIDE COUNTY WATER DISTRICT
CLAIMS FOR NOVEMBER 2016**

CHECKS				
CHECK DATE	CHECK NO.	VENDOR	VOID CHECK	AMOUNT
11/04/2016	23368	HEALTH BENEFITS ACWA-JPIA		\$ 35,999.94
11/04/2016	23369	GINA BRAZIL		\$ 60.89
11/04/2016	23370	RECORDER'S OFFICE		\$ 24.00
11/04/2016	23371	RECORDER'S OFFICE		\$ 24.00
11/04/2016	23372	FIRST NATIONAL BANK		\$ 2,384.56
11/04/2016	23373	JOE GUISTINO		\$ 114.33
11/04/2016	23374	HASSETT HARDWARE		\$ 1,392.56
11/04/2016	23375	KINGS MOUNTAIN ARBOR HEALTH & SAFETY		\$ 8,140.00
11/04/2016	23376	MASS MUTUAL FINANCIAL GROUP		\$ 2,570.65
11/04/2016	23377	PACIFIC GAS & ELECTRIC CO.		\$ 47,406.47
11/04/2016	23378	CalPERS FISCAL SERVICES DIVISION		\$ 25,069.57
11/04/2016	23379	REPUBLIC SERVICES		\$ 375.51
11/04/2016	23380	TAP PLASTICS, INC		\$ 100.15
11/04/2016	23381	VALIC		\$ 4,490.00
11/04/2016	23382	VULCAN MATERIALS COMPANY		\$ 1,096.83
11/21/2016	23383	ADP, INC.		\$ 660.05
11/21/2016	23384	ADVANCED AUTOMATIC GATES		\$ 137.80
11/21/2016	23385	FRANK YAMELLO		\$ 235.00
11/21/2016	23386	ANDREINI BROS. INC.		\$ 13,985.92
11/21/2016	23387	ASSOC.CALIF.WATER AGENCIES		\$ 13,805.33
11/21/2016	23388	AT&T		\$ 2,943.55
11/21/2016	23389	AT&T LONG DISTANCE		\$ 73.09
11/21/2016	23390	AZTEC GARDENS, INC.		\$ 190.00
11/21/2016	23391	BADGER METER, INC.		\$ 96.00
11/21/2016	23392	BALANCE HYDROLOGICS, INC		\$ 796.85
11/21/2016	23393	BFI OF CALIFORNIA, INC.		\$ 529.67
11/21/2016	23394	BIG CREEK LUMBER		\$ 85.01
11/21/2016	23395	BORGES & MAHONEY, INC.		\$ 630.91
11/21/2016	23396	CALCON SYSTEMS, INC.		\$ 163.50
11/21/2016	23397	CALIFORNIA SPECIAL DISTRICT		\$ 6,485.00
11/21/2016	23398	CAROLYN STANFIELD		\$ 600.00
11/21/2016	23399	DATAPROSE, LLC		\$ 2,703.56
11/21/2016	23400	ELECSYS INTERNATIONAL CORP		\$ 250.00
11/21/2016	23401	FREYER & LAURETA, INC.		\$ 1,757.50
11/21/2016	23402	G3 ENGINEERING, INC.		\$ 817.02
11/21/2016	23403	GEMPLER'S, INC.		\$ 1,338.19
11/21/2016	23404	HMB BLDG. & GARDEN INC.		\$ 742.95
11/21/2016	23405	HALF MOON BAY REVIEW		\$ 790.00
11/21/2016	23406	KAREN HOLMES		\$ 100.00
11/21/2016	23407	IRON MOUNTAIN		\$ 438.05
11/21/2016	23408	IRVINE CONSULTING SERVICES, INC.		\$ 2,433.92
11/21/2016	23409	IRVINE CONSULTING SERVICES, INC.		\$ 1,159.84
11/21/2016	23410	JAMES FORD, INC.		\$ 170.00
11/21/2016	23411	KENNEDY/JENKS CONSULTANTS		\$ 925.32
11/21/2016	23412	GLENNA LOMBARDI		\$ 107.00
11/21/2016	23413	MASS MUTUAL FINANCIAL GROUP		\$ 2,570.65
11/21/2016	23414	MISSION UNIFORM SERVICES INC.		\$ 205.48
11/21/2016	23415	MONTEREY COUNTY LAB		\$ 1,896.00
11/21/2016	23416	NATIONAL METER & AUTOMATION		\$ 2,149.50
11/21/2016	23417	NORTHSTAR CHEMICAL		\$ 1,299.00
11/21/2016	23418	OFFICE DEPOT		\$ 886.75
11/21/2016	23419	ONTRAC		\$ 441.26
11/21/2016	23420	PACIFIC GAS & ELECTRIC CO.		\$ 24.88
11/21/2016	23421	PACIFICA COMMUNITY TV		\$ 250.00
11/21/2016	23422	PAULO'S AUTO CARE		\$ 955.06
11/21/2016	23423	PITNEY BOWES		\$ 212.31
11/21/2016	23424	POLLARDWATER.COM		\$ 194.00
11/21/2016	23425	RDO-VERMEER, LLC		\$ 389.07
11/21/2016	23426	RED WING SHOE STORE		\$ 571.37

11/21/2016	23427	RICOH USA, INC.	\$	329.00
11/21/2016	23428	RICOH USA INC	\$	1,008.44
11/21/2016	23429	ROBERTS & BRUNE CO.	\$	8,185.40
11/21/2016	23430	ROGUE WEB WORKS, LLC	\$	188.50
11/21/2016	23431	MICHAEL RUDDY	\$	100.00
11/21/2016	23432	SAN FRANCISCO WATER DEPT.	\$	271,363.75
11/21/2016	23433	SAN MATEO CTY PUBLIC HEALTH LAB	\$	944.00
11/21/2016	23434	SAN MATEO CTY TAX COLLECTOR	\$	895.98
11/21/2016	23435	SERVICE PRESS	\$	229.26
11/21/2016	23436	SEWER AUTH. MID- COASTSIDE	\$	3,000.00
11/21/2016	23437	STATE WATER RESOURCES CONTL BD	\$	488.10
11/21/2016	23438	STATE WATER RESOURCES CONTROL BD	\$	14,635.61
11/21/2016	23439	JIM STEELE	\$	500.00
11/21/2016	23440	STRAWFLOWER ELECTRONICS	\$	25.02
11/21/2016	23441	TEAMSTERS LOCAL UNION #856	\$	1,046.00
11/21/2016	23442	US TELEPACIFIC CORPORATION	\$	2,026.90
11/21/2016	23443	TOWNE FORD	\$	22,528.15
11/21/2016	23444	TYLER TECHNOLOGIES, INC	\$	137.50
11/21/2016	23445	UNIBIND, INC.	\$	191.03
11/21/2016	23446	UNIVAR USA INC	\$	3,755.94
11/21/2016	23447	VALIC	\$	4,490.00
11/21/2016	23448	ARAMARK	\$	75.17
11/21/2016	23449	WEST YOST ASSOCIATES, INC	\$	7,816.02
11/29/2016	23450	BAY ALARM COMPANY	\$	1,622.85
11/29/2016	23451	CALCON SYSTEMS, INC.	\$	2,608.50
11/29/2016	23452	CHEVRON/TEXACO UNIVERSAL CARD	\$	1,787.22
11/29/2016	23453	COASTSIDE COUNTY WATER DIST.	\$	242.92
11/29/2016	23454	ERS INDUSTRIAL SERVICES INC.	\$	1,248.00
11/29/2016	23455	HANSONBRIDGETT. LLP	\$	6,056.70
11/29/2016	23456	METLIFE GROUP BENEFITS	\$	1,732.23
11/29/2016	23457	MARY ROGREN	\$	365.45
11/29/2016	23458	JAMES TETER	\$	13,098.41
11/01/2016	23459	SANDRA J MILLER	\$	34.75
11/01/2016	23460	MELANIE MARTIN	\$	74.14
11/01/2016	23461	SKYLONDA EQUIPMENT	\$	242.62
11/01/2016	23462	VSS INTERNATIONAL INC.	\$	754.56
11/29/2016	23463	SUSAN TREGO	\$	86.96
11/29/2016	23464	DONNA YEARWOOD	\$	25.00
11/29/2016	23465	DAVID AVIEL	\$	7.90
11/29/2016	23466	PAUL/CARLA AURIC	\$	118.17
11/29/2016	23467	CLAUDIA DAVIDSON	\$	7.90
11/29/2016	23468	SHARON BERTOLUCCI	\$	23.50
11/29/2016	23469	STEVE/RENEE BARNEY	\$	52.12
11/29/2016	23470	LUCINDA TATMAN	\$	15.81
11/29/2016	23471	JENNIFER WILCOX	\$	8.98
11/29/2016	23472	CAROLINE KEIRSEY	\$	27.39
11/29/2016	23473	ROBERT DAYE	\$	45.15
11/29/2016	23474	FRANZ DILL	\$	5.45
11/29/2016	23475	KAREN/WILLIAM McINTYRE	\$	17.41
11/29/2016	23476	LARRY FORTADO JR	\$	50.00
11/29/2016	23477	GIGI STOWE	\$	50.00
11/08/2016	23478	JOHN SANCHEZ	\$	54.98
11/08/2016	23479	STEVE RAKITA	\$	44.19
CHECKS FOR MONTH OF NOVEMBER			\$	570,914.85

WIRE PAYMENTS

<u>PAY DATE</u>	<u>VENDOR</u>	<u>AMOUNT</u>
11/5/2016	PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$ 12,147.54
11/18/2016	PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$ 12,152.92
11/30/16	CREDIT CARDS & BANK FEES	\$ 3,997.03
TOTAL WIRE PAYMENTS		\$ 28,297.49

TOTAL CLAIMS FOR MONTH OF NOVEMBER	\$ 599,212.34
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Coastside County Water District

Monthly Budget Report Account Summary

For Fiscal: 2016-2017 Period Ending: 11/30/2016

	November Budget	November Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget	
Revenue										
RevType: 1 - Operating										
1-4120-00	Water Revenue	730,989.00	688,265.61	-42,723.39	-5.84 %	4,831,270.00	4,935,145.48	103,875.48	2.15 %	10,266,127.00
	Total RevType: 1 - Operating:	730,989.00	688,265.61	-42,723.39	-5.84 %	4,831,270.00	4,935,145.48	103,875.48	2.15 %	10,266,127.00
RevType: 2 - Non-Operating										
1-4170-00	Water Taken From Hydrants	4,165.00	6,224.00	2,059.00	49.44 %	20,825.00	41,082.49	20,257.49	97.27 %	50,000.00
1-4180-00	Late Notice - 10% Penalty	5,997.60	8,585.94	2,588.34	43.16 %	29,988.00	34,174.04	4,186.04	13.96 %	72,000.00
1-4230-00	Service Connections	833.00	668.06	-164.94	-19.80 %	4,165.00	6,851.14	2,686.14	64.49 %	10,000.00
1-4920-00	Interest Earned	0.00	0.00	0.00	0.00 %	1,535.00	1,526.59	-8.41	-0.55 %	3,070.00
1-4930-00	Tax Apportionments/County Checks	50,000.00	76,716.88	26,716.88	53.43 %	50,000.00	78,487.40	28,487.40	56.97 %	600,000.00
1-4950-00	Miscellaneous Income	3,082.10	1,884.56	-1,197.54	-38.85 %	15,410.50	21,624.25	6,213.75	40.32 %	37,000.00
1-4955-00	Cell Site Lease Income	11,969.54	14,711.62	2,742.08	22.91 %	59,847.70	63,649.72	3,802.02	6.35 %	143,692.00
1-4965-00	ERAF Refund - County Taxes	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	200,000.00
	Total RevType: 2 - Non-Operating:	76,047.24	108,791.06	32,743.82	43.06 %	181,771.20	247,395.63	65,624.43	36.10 %	1,115,762.00
	Total Revenue:	807,036.24	797,056.67	-9,979.57	-1.24 %	5,013,041.20	5,182,541.11	169,499.91	3.38 %	11,381,889.00
Expense										
ExpType: 1 - Operating										
1-5130-00	Water Purchased	255,423.00	181,363.75	74,059.25	28.99 %	1,621,965.00	1,288,048.88	333,916.12	20.59 %	2,578,474.00
1-5230-00	Nunes T P Pump Expense	2,604.79	2,713.68	-108.89	-4.18 %	13,023.95	15,311.00	-2,287.05	-17.56 %	31,270.00
1-5231-00	CSP Pump Station Pump Expense	42,738.00	35,341.26	7,396.74	17.31 %	279,392.00	159,649.96	119,742.04	42.86 %	325,420.00
1-5232-00	Other Trans. & Dist Pump Expense	1,316.00	2,191.52	-875.52	-66.53 %	8,358.00	10,469.46	-2,111.46	-25.26 %	18,020.00
1-5233-00	Pilarcitos Canyon Pump Expense	4,154.00	329.22	3,824.78	92.07 %	8,847.00	1,371.86	7,475.14	84.49 %	26,000.00
1-5234-00	Denniston T P Pump Expense	600.00	3,067.17	-2,467.17	-411.20 %	13,837.00	28,301.91	-14,464.91	-104.54 %	85,000.00
1-5242-00	CSP Pump Station Operations	874.65	388.76	485.89	55.55 %	4,373.25	3,879.04	494.21	11.30 %	10,500.00
1-5243-00	CSP Pump Station Maintenance	1,388.00	327.00	1,061.00	76.44 %	6,940.00	1,861.92	5,078.08	73.17 %	37,000.00
1-5246-00	Nunes T P Operations - General	5,099.00	2,506.50	2,592.50	50.84 %	31,996.00	25,789.98	6,206.02	19.40 %	57,000.00
1-5247-00	Nunes T P Maintenance	3,958.00	-79.98	4,037.98	102.02 %	36,290.00	35,941.11	348.89	0.96 %	80,500.00
1-5248-00	Denniston T P Operations-General	375.00	3,116.30	-2,741.30	-731.01 %	5,687.00	10,078.62	-4,391.62	-77.22 %	35,000.00
1-5249-00	Denniston T.P. Maintenance	2,750.00	5,475.09	-2,725.09	-99.09 %	33,750.00	20,021.05	13,728.95	40.68 %	53,000.00
1-5250-00	Laboratory Expenses	6,626.00	5,037.26	1,588.74	23.98 %	23,191.00	20,114.79	3,076.21	13.26 %	53,000.00
1-5260-00	Maintenance - General	10,970.61	24,851.19	-13,880.58	-126.53 %	54,853.05	66,722.94	-11,869.89	-21.64 %	131,700.00
1-5260-10	Maintenance - Main Line Breaks	8,330.00	0.00	8,330.00	100.00 %	41,650.00	17,631.69	24,018.31	57.67 %	100,000.00
1-5260-11	Maintenance - Paving	4,165.00	2,617.67	1,547.33	37.15 %	20,825.00	11,648.63	9,176.37	44.06 %	50,000.00
1-5261-00	Maintenance - Well Fields	910.00	275.39	634.61	69.74 %	43,637.00	18,982.33	24,654.67	56.50 %	50,000.00
1-5263-00	Uniforms	145.00	1,279.19	-1,134.19	-782.20 %	5,433.00	4,972.04	460.96	8.48 %	10,000.00

Monthly Budget Report

For Fiscal: 2016-2017 Period Ending: 11/30/2016

		November Budget	November Activity	Variance Favorable (Unfavorable)	Percent Variance	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Variance	Total Budget
1-5318-00	Studies/Surveys/Consulting	12,495.00	4,816.02	7,678.98	61.46 %	62,475.00	24,305.52	38,169.48	61.10 %	150,000.00
1-5321-00	Water Resources	3,915.10	1,075.31	2,839.79	72.53 %	19,575.50	3,958.31	15,617.19	79.78 %	47,000.00
1-5322-00	Community Outreach	4,165.00	250.00	3,915.00	94.00 %	20,825.00	2,920.33	17,904.67	85.98 %	50,000.00
1-5381-00	Legal	4,998.00	3,400.70	1,597.30	31.96 %	24,990.00	42,337.90	-17,347.90	-69.42 %	60,000.00
1-5382-00	Engineering	1,166.20	480.00	686.20	58.84 %	5,831.00	2,240.00	3,591.00	61.58 %	14,000.00
1-5383-00	Financial Services	3,000.00	6,580.00	-3,580.00	-119.33 %	6,000.00	6,580.00	-580.00	-9.67 %	20,000.00
1-5384-00	Computer Services	10,437.49	3,647.71	6,789.78	65.05 %	52,187.45	38,885.54	13,301.91	25.49 %	125,300.00
1-5410-00	Salaries/Wages-Administration	84,677.00	70,849.73	13,827.27	16.33 %	465,723.00	364,961.82	100,761.18	21.64 %	1,100,800.00
1-5411-00	Salaries & Wages - Field	93,644.00	95,776.95	-2,132.95	-2.28 %	515,043.00	503,297.40	11,745.60	2.28 %	1,217,375.00
1-5420-00	Payroll Tax Expense	12,480.00	10,262.64	2,217.36	17.77 %	68,641.00	60,235.67	8,405.33	12.25 %	162,245.00
1-5435-00	Employee Medical Insurance	33,136.00	31,970.84	1,165.16	3.52 %	165,676.00	163,307.35	2,368.65	1.43 %	412,904.00
1-5436-00	Retiree Medical Insurance	4,791.00	3,320.47	1,470.53	30.69 %	23,955.00	19,321.13	4,633.87	19.34 %	59,976.00
1-5440-00	Employees Retirement Plan	41,025.00	38,895.97	2,129.03	5.19 %	213,102.00	184,935.31	28,166.69	13.22 %	508,256.00
1-5445-00	Supplemental Retirement 401a	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	33,000.00
1-5510-00	Motor Vehicle Expense	4,723.11	3,929.90	793.21	16.79 %	23,615.55	21,990.89	1,624.66	6.88 %	56,700.00
1-5620-00	Office Supplies & Expense	14,225.55	22,992.68	-8,767.13	-61.63 %	71,127.75	98,546.02	-27,418.27	-38.55 %	170,775.00
1-5625-00	Meetings / Training / Seminars	1,999.20	1,412.41	586.79	29.35 %	9,996.00	6,261.91	3,734.09	37.36 %	24,000.00
1-5630-00	Insurance	9,996.00	9,554.65	441.35	4.42 %	49,980.00	46,459.06	3,520.94	7.04 %	120,000.00
1-5687-00	Membership, Dues, Subscript.	6,164.20	6,610.00	-445.80	-7.23 %	30,821.00	23,303.17	7,517.83	24.39 %	74,000.00
1-5689-00	Labor Relations	499.80	0.00	499.80	100.00 %	2,499.00	0.00	2,499.00	100.00 %	6,000.00
1-5700-00	San Mateo County Fees	1,582.70	0.00	1,582.70	100.00 %	7,913.50	9,723.98	-1,810.48	-22.88 %	19,000.00
1-5705-00	State Fees	1,332.80	488.10	844.70	63.38 %	6,664.00	18,845.71	-12,181.71	-182.80 %	16,000.00
Total ExpType: 1 - Operating:		702,880.20	587,115.05	115,765.15	16.47 %	4,100,689.00	3,383,214.23	717,474.77	17.50 %	8,179,215.00
ExpType: 4 - Capital Related										
1-5712-00	Debt Service/Existing Bonds 2006B	0.00	0.00	0.00	0.00 %	356,597.00	356,581.86	15.14	0.00 %	486,426.00
1-5715-00	Debt Service/CIEDB 11-099	0.00	0.00	0.00	0.00 %	260,466.00	260,466.28	-0.28	0.00 %	336,409.00
1-5716-00	Debt Service/CIEDB 2016	0.00	0.00	0.00	0.00 %	0.00	0.00	0.00	0.00 %	145,203.00
Total ExpType: 4 - Capital Related:		0.00	0.00	0.00	0.00 %	617,063.00	617,048.14	14.86	0.00 %	968,038.00
Total Expense:		702,880.20	587,115.05	115,765.15	16.47 %	4,717,752.00	4,000,262.37	717,489.63	15.21 %	9,147,253.00
Report Total:		104,156.04	209,941.62	105,785.58		295,289.20	1,182,278.74	886,989.54		2,234,636.00

**COASTSIDE COUNTY WATER DISTRICT
MONTHLY INVESTMENT REPORT
November 30, 2016**

RESERVE BALANCES

CAPITAL AND OPERATING RESERVE	\$4,114,898.09
RATE STABILIZATION RESERVE	\$250,000.00
TOTAL DISTRICT RESERVES	\$4,364,898.09

ACCOUNT DETAIL

ACCOUNTS WITH FIRST NATIONAL BANK (FNB)	
CHECKING ACCOUNT	\$2,470,756.13
CSP T & S ACCOUNT	\$866,082.10
LOCAL AGENCY INVESTMENT FUND (LAIF) BALANCE	\$1,027,359.86
DISTRICT CASH ON HAND	\$700.00
TOTAL ACCOUNT BALANCES	\$4,364,898.09

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

**COASTSIDE COUNTY WATER DISTRICT
APPROVED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2016-2017**

11/30/2016

Approved CIP Budget FY 16/17	Actual To Date FY16/17	Projected Year-End FY 16/17	Variance vs. Budget	% Completed	Project Status/ Comments
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Equipment Purchases & Replacement

06-03	SCADA/Telemetry/Electrical Controls Replacement	\$ 50,000		\$ 50,000	\$ -	0%	
17-02	Forklift for Nunes	\$ 30,000	\$ 14,661	\$ 14,661	\$ 15,339	49%	
99-03	Computer Systems	\$ 5,000	\$ 1,053	\$ 5,000	\$ -	21%	
99-04	Office Equipment/Furniture	\$ 3,000		\$ 3,000	\$ -	0%	

Facilities & Maintenance

08-08	PRV Valves Replacement Project	\$ 30,000		\$ 30,000	\$ -	0%	
09-09	Fire Hydrant Replacement	\$ 40,000	\$ 14,635	\$ 40,000	\$ -	37%	
09-23	District Digital Mapping	\$ 10,000		\$ 10,000	\$ -	0%	
14-14	Pilarcitos Canyon Road Improvements	\$ 65,000	\$ 82,781	\$ 82,781	\$ (17,781)	100%	
17-11	Pilarcitos PRV Station Valve Replacement	\$ 45,000		\$ 45,000	\$ -	0%	
09-07	Advanced Metering Infrastructure	\$ 300,000	\$ 4,733	\$ 300,000	\$ -	2%	
99-01	Meter Change Program	\$ 300,000	\$ 176,252	\$ 300,000	\$ -	59%	

Pipeline Projects

06-01	Avenue Cabrillo Phase 3B Pipeline Replacement Project	\$ 650,000	\$ 425,720	\$ 650,000	\$ -	65%	
13-02	Replace 8" Pipeline Under Creek at Pilarcitos Avenue	\$ 100,000	\$ 7,604	\$ 100,000	\$ -	8%	
14-26	Replace 2" Pipe in Downtown Half Moon Bay	\$ 500,000	\$ 4,732	\$ 500,000	\$ -	1%	

Pump Stations / Tanks / Wells

06-04	Hazen's Tank Replacement	\$ 30,000		\$ 30,000	\$ -	0%	
06-03	El Granada Tank #3 Recoating Project	\$ 600,000	\$ 124,454	\$ 600,000	\$ -	21%	In process
13-11	EG Tank #1 & Tank #2 Emergency Generators	\$ 200,000	\$ 6,920	\$ 200,000	\$ -	3%	In process; installation scheduled for November 2016
17-03	Pilarcitos Wells 3 and 3A Rehabilitation	\$ 90,000	\$ 7,292	\$ 90,000	\$ -	8%	In process
17-05	Crystal Springs Pump Station Motor Controls	\$ 50,000		\$ 50,000	\$ -	0%	
17-06	Crystal Springs Pump Station Discharge Valve Replacement	\$ 30,000		\$ 30,000	\$ -	0%	

Water Supply Development

10-02 & 12-04	Denniston Pump Station & Pipeline Project (formerly Bridgeport Drive Pipeline Replacement Project)	\$ 2,600,000	\$ 4,524	\$ 2,600,000	\$ -	0%	Kickoff meeting occurred September 2016; Construction to begin ap. December 2016
17-12	Recycled Water Project Development	\$ 100,000		\$ 100,000	\$ -	0%	

Water Treatment Plants

17-01	Nunes Water Treatment Plant Treated Water Meter	\$ 50,000		\$ 50,000	\$ -	0%	
17-04	Denniston Dam Spillway	\$ 10,000		\$ 10,000	\$ -	0%	
17-07	Denniston WTP Site Improvements for Erosion Control	\$ 50,000		\$ 50,000	\$ -	0%	

**COASTSIDE COUNTY WATER DISTRICT
APPROVED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2016-2017**

11/30/2016

		Approved CIP Budget FY 16/17	Actual To Date FY16/17	Projected Year-End FY 16/17	Variance vs. Budget	% Completed	Project Status/ Comments
17-08	Nunes Filter Surface Wash Repairs	\$ 50,000		\$ 50,000	\$ -	0%	
17-10	Nunes Backwash Pond Sand Replacement	\$ 65,000	\$ 2,231	\$ 65,000	\$ -	3%	
99-05	Denniston Maintenance Dredging	\$ 35,000	\$ 6,781	\$ 35,000	\$ -	19%	

FY 15/16 TOTALS \$ 6,088,000 \$ 884,372 \$ 6,090,442 \$ (2,442)

Previous CIP Projects - paid in FY 16/17

14-24	Denniston/San Vicente EIR & Permitting		\$ 12,121	\$ 10,000	\$ (10,000)		
99-02	2017 Transit Van		\$ 30,482	\$ 30,482	\$ (30,482)		On FY15/16 CIP
	Ventura / Washington Pipeline Replacement		\$ 5,775	\$ 5,775	\$ (5,775)		On FY15/16 CIP
10-01	El Granada Pipeline Final Phase Replacement Project		\$ (1,026)	\$ (1,026)			Completed - Refund for Application Fee

PREVIOUS YEAR TOTALS \$ - \$ 48,379 \$ 46,257 \$ (46,257)

UNSCHEDULED ITEMS (CAPITAL EXPENDITURES) FOR CURRENT FISCAL YEAR 16/17

	Mixers for El Granada Tanks #1 and #2		\$ 3,128	\$ 3,128	\$ (3,128)		Completed (\$3K is for installation; Mixers were purchased in 6/2016)
	Wavecrest Road Pipeline Extension - CCWD Portion		\$ 169	\$ 169	\$ (169)		CCWD portion of pipeline - replacement plan under review
	Stone Dam Pipeline Project		\$ 22,296	\$ 22,296	\$ (22,296)		
06-02	Highway One South Pipeline Replacement Project		\$ 557	\$ 557	\$ (557)		
	2017 Ford F-150 Pickup		\$ 22,528	\$ 22,528	\$ (22,528)		Emergency replacement
07-03	Pilarcitos Canyon Pipeline Replacement		\$ 5,943	\$ 5,943	\$ (5,943)		
					\$ -		

NON-BUDGETED TOTALS \$ - \$ 54,621 \$ 54,621 \$ (54,621)

CIP TOTALS \$ 6,088,000 \$ 987,371 \$ 6,191,320 \$ (103,320)

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

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

Month	Admin (General Legal Fees)	Water Supply Develpmnt	Recycled Water	Transfer Program	CIP	Personnel	Water Shortage	Lawsuits	Infrastructure Project Review (Reimbursable)	TOTAL
Dec-15	1,535	617			1,970					4,122
Jan-16	2,673	970		798	941					5,382
Feb-16	2,969				1,000	7,859				11,828
Mar-16	8,572		272		60	8,282				17,187
Apr-16	8,014			900	91	2,640				11,645
May-16	3,616			776		5,438				9,830
Jun-16	3,583		1,540			11,879				17,002
Jul-16	7,269		1,812	392		5,564				15,037
Aug-16	3,412			284	674	18,541				22,912
Sep-16	2,489			603	3,798	7,063				13,953
Oct-16	2,205			784	1,392	677				5,056
Nov-16	1,909		815	757	1,657	677			242	6,057
TOTAL	48,247	1,588	4,439	5,293	11,582	68,620	0	0	242	140,011

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

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

Month	Admin & Retainer	CIP	Studies & Projects	TOTAL	Reimbursable from Projects
Dec-15	480	1,389	4,901	6,770	4,901
Jan-16	480		4,392	4,872	4,392
Feb-16	1,926	6,083	338	8,347	338
Mar-16	2,291	5,812		8,103	
Apr-16	480	10,650	2,789	13,919	2,789
May-16	2,508	12,863	7,014	22,385	7,014
Jun-16	1,280	4,960	2,191	8,431	2,191
Jul-16	480			480	0
Aug-16	480	14,917		15,397	0
Sep-16	480	8,597		9,077	0
Oct-16	480	17,965		18,445	0
Nov-16	480	12,365	254	13,098	254
TOTAL	11,845	95,601	21,877	129,323	21,878

**Coastside County Water District
 Calcon T&M Projects Tracking
 Fiscal Year 2016-2017**

11/30/2016

Project No.	Name	Approved Date	Project Budget	Project Billing thru 6/30/16	Actual FY2016/17	Project Total Billing	Project Budget Remaining
CAL-15-04	Phase II Control System Upgrade (FY2016 and FY2017)	8/11/2015	\$250,000.00	\$164,904.50		\$164,904.50	\$85,095.50
	Tanks				\$2,950.00	\$2,950.00	
	Crystal Springs Maintenance				\$954.00	\$954.00	
	Nunes Maintenance				\$5,437.73	\$5,437.73	
	Denniston Maintenance				\$2,445.00	\$2,445.00	

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING

Tuesday, November 8, 2016

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

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

- 2) **PLEDGE OF ALLEGIANCE**

- 3) **PUBLIC COMMENT** - Melodie Madsen - 281 Capistrano Road, Princeton - Ms. Madsen stated that she was representing Barbara's Fishtrap Restaurant and explained that there is currently a problem with the lateral line and she would like clarification regarding who is responsible for the repairs.

President Glassberg stated that he would review the information that Mr. Dickson will provide regarding the background of the issues, the District's policies and procedures for this type of situation, how the problem was diagnosed and all pertinent information so that he can evaluate the situation and determine how best to proceed.

- 4) **CONSENT CALENDAR**

- A. Approval of disbursements for the month ending October 31, 2016:
Claims: \$824,347.94; Payroll: \$91,338.27 for a total of \$915,686.21
➤ *October 2016 Monthly Financial Claims reviewed and approved by Director Mickelsen*
- B. Acceptance of Financial Reports
- C. Approval of Minutes of October 4, 2016 Rescheduled Regular Board of Directors Meeting
- D. Approval of Minutes of October 4, 2016 Special Board of Directors Meeting
- E. Approval of Minutes of October 11, 2016 Special Board of Directors Meeting
- F. Monthly Water Transfer Report
- G. Installed Water Connection Capacity and Water Meters Report
- H. Total CCWD Production Report

- I. CCWD Monthly Sales by Category Report – October 2016
- J. Monthly Emergency Main & Service Repairs Report and Water Line Flushing Report
- K. Rainfall Reports
- L. S.F.P.U.C. Hydrological Report for the month of September, 2016

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

ON MOTION BY Vice-President Reynolds and seconded by Director Feldman, the Board voted to accept and approve the Consent Calendar in its entirety:

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

5) MEETINGS ATTENDED / DIRECTOR COMMENTS

President Glassberg reported that he had been approached by and had a meeting with City of Half Moon Bay Councilwoman Deborah Penrose, to discuss workforce housing in the community. He relayed that she had requested the District take the initiative to investigate the situation given the current unavailability of District water connections. President Glassberg advised that he had suggested to Councilwoman Penrose that perhaps if the City of Half Moon Bay was supportive of workforce housing and had a particular project in mind, discussion could possibly be initiated on the subject at that time.

6) GENERAL BUSINESS

A. Agreement with HF&H Consultants for FY 17-18 Rate Study and Transmission and Storage Fee Update

Mr. Dickson reviewed the background of this agenda item, emphasizing the challenges today in setting water rates, and advised that this year additional legislation (SB814) further complicates the task by requiring that water providers establish penalties for excess water usage. He also informed the Board of the District's need to update the transmission and storage fees to reflect the fact that the Crystal Springs project elements considered in setting the fees have been completed. He stressed the importance of ensuring that capacity charges consider all of the District's infrastructure.

Mr. Miyaki spoke briefly on the importance of having a rationale for justifying the water rates in the context of the District's revenue requirements. He advised that he strongly recommends that the District utilize the services of a rate consultant, citing that Proposition 218 litigation is very costly, and having a professional analysis would be crucial.

Mr. John Farnkopf, PE, with HF&H Consultants LLC, also explained the manner in which the transmission and storage fees were originally structured and how it could be potentially restructured.

ON MOTION BY Director Coverdell and seconded by Vice-President Reynolds, the Board voted, by roll call vote, to authorize the General Manager to execute a professional services agreement with HF&H Consultants for a study to update the District's FY 2017-18 water rates and the District's Transmission and Storage Fees, at a time-and-materials cost not to exceed \$39,600:

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

B. Agreement with Pakpour Consulting Group for Update to District Standard Plans and Specifications

Mr. Dickson introduced Joubin Pakpour, P.E., from Pakpour Consulting Group, Inc. and discussed the District's needs for technical support, especially with the recent increase in the level of development activity within the District. He explained that the District's Standard Plans and Specifications are in need of an update and noted that he was particularly impressed with the work produced by the Pakpour Group for other small districts.

Mr. Pakpour circulated a copy of the plans and specification standards that his firm had prepared for Mid-Peninsula Water District and addressed the Board providing information about his firm, their scope of work, and answered a few questions from the Board members.

ON MOTION BY Director Coverdell and seconded by Director Mickelsen the Board voted, by roll call vote, to authorize the General Manager to execute a Professional Services Agreement with Pakpour Consulting Group to update the District's Standard Plans and Specifications at a time-and-materials cost not to exceed \$32,300:

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

C. Contract with Balance Hydrologics for Denniston/San Vicente Stream Gaging, Groundwater Monitoring, and Data Analysis

Mr. Dickson explained that this is an annual renewal of the contract with Balance Hydrologics and emphasized the importance of quantifying the amount of water

available for diversion from Denniston and San Vicente Creeks in order to secure water rights on those streams.

Director Coverdell requested that the cost be a not-to-exceed amount of \$89,590. and also requested that Balance Hydrologics provide the District with either a monthly or an annual report of their time expended on this project.

ON MOTION BY Director Coverdell and seconded by Director Feldman, the Board voted, by roll call vote, to authorize staff to contract with Balance Hydrologics, Inc. for Water Year 2017 stream gaging, groundwater monitoring, and data analysis for the Denniston Creek and San Vicente Creek watersheds for an estimated time-and-materials cost not to exceed \$89,590:

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

D. Recycled Water Update and Consideration of Recycled Water Production Capacity

Mr. Dickson reviewed the background and recent events and reiterated the CCWD'S Board adopted water quality specification based on Kennedy/Jenks Technical Memorandum on June 10, 2016. He reminded the Board that the District has not yet specified recycled water production requirements as specified in the Guiding Principles for Recycled Water. He suggested that the District could contribute to the progress of this project by specifying facility capacity exceeding the needs of the golf course. He proposed that the Board consider adopting a Phase 1 production requirement of 550,000 gallons per day (average day) and requesting that the Sewer Authority Mid-Coastside (SAM) add to the 25% design an analysis of extending the capacity of the proposed recycled water facilities to treat 100% of the secondary effluent available from SAM to the highest achievable product water quality. Mr. Dickson reiterated that SAM is embarking on a design and he feels it is important for CCWD to have some input on the parameters of that design. He also stated that he has been emphasizing for the last year and a half that an agreement needs to be negotiated.

Mr. Miyaki clarified the procedure to address these suggestions and shared his legal perspective of the required next steps, including negotiating and securing an agreement. Board discussion ensued.

ON MOTION BY Vice-President Reynolds and seconded by Director Coverdell, the Board voted, by roll call vote, to ratify the Phase 1 production requirement of 550,000 gallons per day (average day):

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

Following the vote on the above motion, additional discussion ensued, which concluded with President Glassberg obtaining consensus from all Board members that the District requests that SAM add to the 25% design an analysis of extending the capacity of the proposed recycled water facilities to treat 100% of the secondary effluent available from SAM to the highest achievable product water quality and that it would also be appropriate to include with this request a commitment to pay the additional cost for the change in design scope. The Board further agreed on the need to pursue an agreement between CCWD and SAM for recycled water.

- 7) **GENERAL MANAGER'S REPORT AND MONTHLY INFORMATIONAL REPORTS**
- **Change in District Election Schedule** - Mr. Dickson advised that the process of changing the District's election schedule to even years has now been concluded.
 - A. **Superintendent's Report** - There were no questions from the Board members on the Superintendent's report.
 - B. **Water Resources Report** - Ms. Brennan provided a brief update to the Board on new developments with the California Urban Water Conservation Council.
- 8) **DIRECTOR AGENDA ITEMS - REQUESTS FOR FUTURE BOARD MEETINGS**
- President Glassberg stated he will not be present at the December CCWD Board of Directors meeting, so this would be his last meeting as the Board President. He expressed his gratitude to the Board members and Staff for their support and said he was looking forward to many more years of working together. There were no requests from the Directors for any future specific agenda items.
- 9) **ADJOURNMENT** - The meeting was adjourned at 9:04 p.m.

Respectfully submitted,

David Dickson, General Manager
Secretary to the District

Glenn Reynolds, Vice-President
Board of Directors

Fiscal Year 2017 Water Service Installations

FY 2017

APN	Name	Install Address	City/Community	Meter Size	Type	Date Installed	Notes
056-081-380	Nava, Kenneth & Yvonne	694 Terrace Ave	HMB	5/8"	dom	25-Jul-16	with 1" fire
047-218-150	Engdahl, Maxine	640 Ferdinand	EG	5/8"	dom	5-Aug	with 1" fire
064-321-120	Jones, Lani and Greg	371 Magnolia St	HMB	5/8"	dom	11-Aug	with 1" fire
048-013-090	Philomena LLC	114 Magellan Ave.	Miramar	5/8"	dom	27-Sep	with 1" fire
047-062-170	DaRosa, Tom	431 Sonora Ave.	EG	5/8"	dom	28-Sep	1" fire installed 10/6/16
047-221-070	Sanchez, Cesar	435 Avenue Del Oro	EG	5/8"	dom	3-Oct	with 1" fire
056-502-080	Oceanview Foundation	1001 Main Street	HMB	1"	irr	4-Oct	
056-502-080	Oceanview Foundation	1001 Main Street	HMB	3"	dom	4-Oct	
056-116-120	Gray, Kenneth	419 Correas Street	HMB	5/8"	dom	11-Oct	failed well
047-071-230	McKee, Patrick and Barbara	139 Madrona Ave.	EG	5/8"	dom	1-Nov	failed well
064-052-320	McGregor, Paul	220 Myrtle Street	HMB	5/8"	dom	8-Nov	with 1" fire
066-600-270	Carnoustie LLC	119 Carnoustie Dr	HMB	3/4"	dom	24-Oct	
048-121-160	Ralston, Randy	2805 Champs Elysee	HMB	5/8"	dom	15-Nov	with 1" fire
056-056-020	McGregor, Paul	456 Grand Blvd.	HMB	5/8"	dom	10-Nov	with 1" fire

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2017

	CCWD Sources			SFPUC Sources		RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS LAKE	CRYSTAL SPRINGS RESERVOIR			
JUL	1.58	15.50	0.00	37.11	7.05	61.24	4.36	56.88
AUG	2.55	10.84	0.00	4.40	51.18	68.97	4.12	64.85
SEPT	2.28	10.35	0.00	0.00	45.04	57.67	3.37	54.30
OCT	0.49	1.71	0.00	0.00	57.09	59.29	1.76	57.53
NOV	0.01	1.13	10.91	0.00	26.92	38.97	2.15	36.82
DEC								
JAN								
FEB								
MAR								
APR								
MAY								
JUN								
TOTAL	6.91	39.53	10.91	41.51	187.28	286.14	15.77	270.37
% MONTHLY TOTAL	0.03%	2.90%	28.00%	0.00%	69.08%	100.00%	5.53%	94.47%
% ANNUAL TO DATE TOTAL	2.4%	13.8%	3.8%	14.5%	65.5%	100.0%	5.51%	94.5%
Local vs Imported-month	30.9%	69.08%	CCWD vs SFPUC- month		30.9%	69.1%		
Local vs Imported-annual	34.5%	65.5%	CCWD vs SFPUC- annual		20.0%	80.0%		
	Local Source	Imported Source						

12 Month Running Treated Total 579.09

TOTAL CCWD PRODUCTION (MG) ALL SOURCES- FY 2016

	DENNISTON WELLS	DENNISTON RESERVOIR	PILARCITOS WELLS	PILARCITOS RESERVOIR	CRYSTAL SPRINGS RESERVOIR	RAW WATER TOTAL	UNMETERED WATER	TREATED TOTAL
JUL	0.00	0.00	0.00	0.00	57.33	57.33	2.57	54.76
AUG	0.00	0.00	0.00	0.00	62.00	62.00	2.07	59.93
SEPT	0.00	0.00	0.00	0.00	59.07	59.07	2.93	56.14
OCT	0.00	0.00	0.00	0.00	56.60	56.60	2.44	54.16
NOV	0.00	0.00	2.07	0.00	42.44	44.51	2.45	42.06
DEC	0.00	12.51	9.44	0.00	17.68	39.63	3.03	36.60
JAN	0.00	11.84	15.14	0.00	10.96	37.94	2.67	35.27
FEB	0.00	17.51	11.08	7.89	3.27	39.75	2.19	37.56
MAR	0.05	9.33	13.85	15.86	0.11	39.20	3.21	35.99
APR	0.00	18.08	13.24	10.30	1.96	43.58	3.26	40.32
MAY	0.00	24.01	2.70	33.79	4.03	64.53	3.92	60.62
JUN	1.45	18.80	0	39.29	7.69	67.23	4.87	62.36
TOTAL	1.50	112.08	67.52	107.13	323.15	611.37	35.60	575.77
% TOTAL	0.2%	18.3%	11.0%	17.5%	52.9%	100.0%	5.82%	94.2%

 denotes estimated due to faulty SFPUC meter

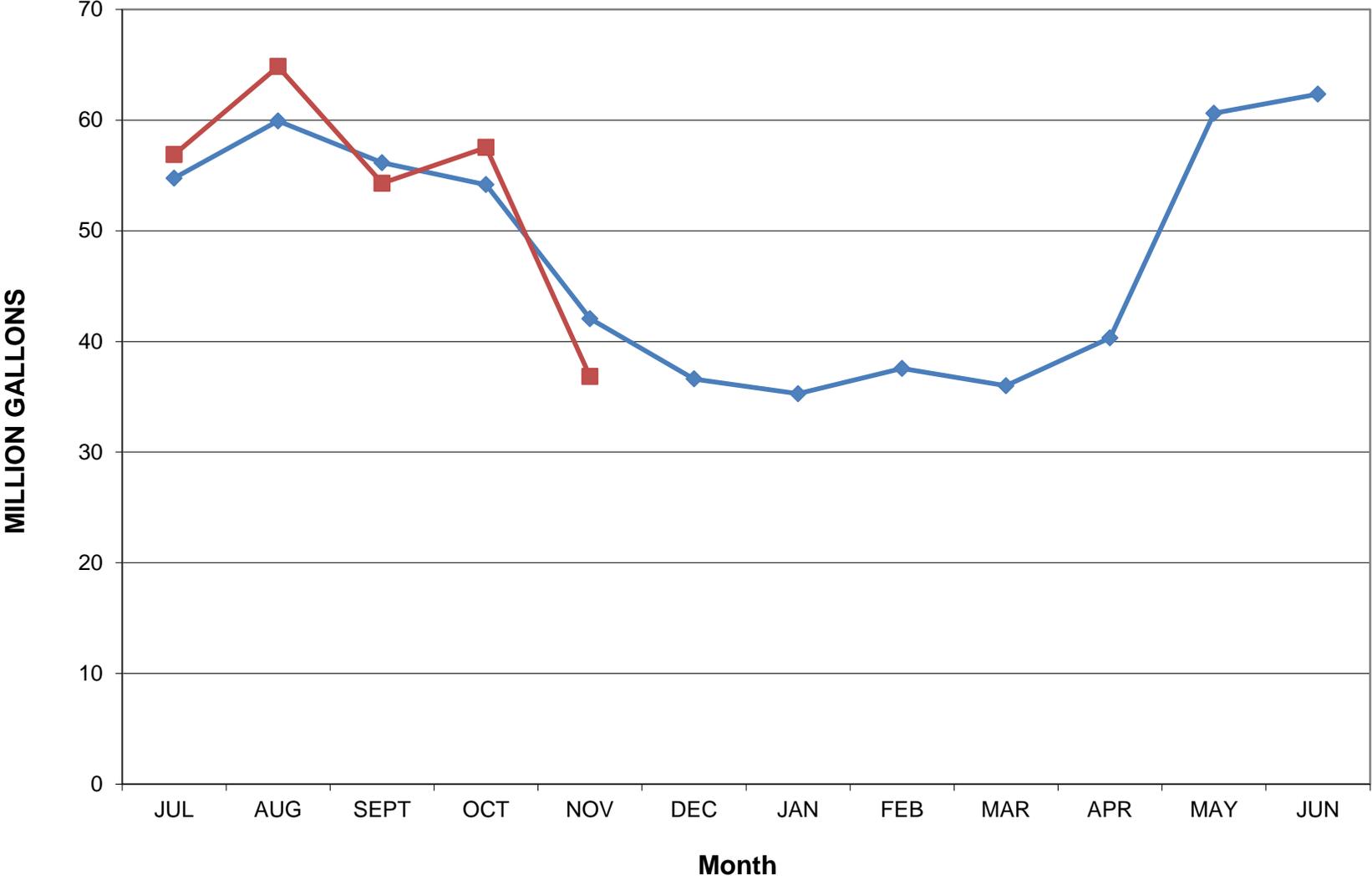
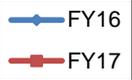
COASTSIDE COUNTY WATER DISTRICT

Predicted vs Actual Production - All Sources FY 17

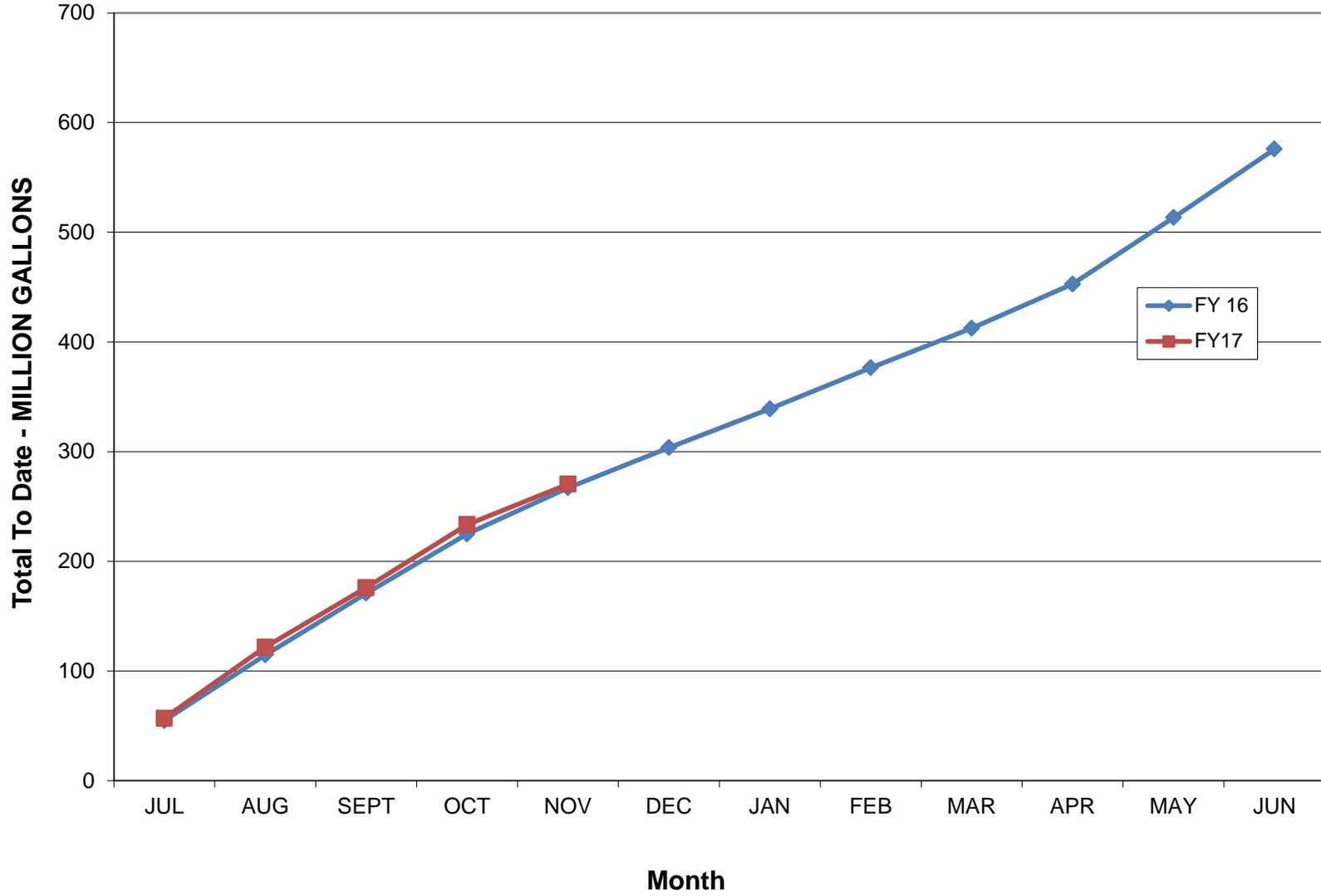
	Denniston Surface			Denniston Wells			Pilarcitos Wells			Pilarcitos Surface			SFWD CSP			SFWD Total	
	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG	pred-act	Actual MG	Predicted MG
Jul-16	15.50	0.00	-15.50	1.58	0.00	-1.58	0.00	0.00	0.00	37.11	0.00	-37.11	9.62	57.30	47.68	46.73	57.30
Aug-16	10.84	0.00	-10.84	2.55	0.00	-2.55	0.00	0.00	0.00	4.40	0.00	-4.40	51.18	61.04	9.86	55.58	61.04
Sep-16	10.35	0.00	-10.35	2.28	0.00	-2.28	0.00	0.00	0.00	0.00	0.00	0.00	45.04	67.77	22.73	45.04	67.77
Oct-16	1.71	0.00	-1.71	0.49	0.00	-0.49	0.00	0.00	0.00	0.00	0.00	0.00	57.09	66.27	9.19	57.09	66.27
Nov-16	1.13	0.00	-1.13	0.01	0.00	-0.01	10.91	4.94	-5.97	0.00	0.00	0.00	26.92	45.33	18.41	26.92	45.33
Dec-16			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	16.64
Jan-17			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	8.98
Feb-17			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	8.98
Mar-17			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	5.31
Apr-17			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	30.37
May-17			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	34.11
Jun-17			#VALUE!			#VALUE!			#VALUE!			#VALUE!			#VALUE!	0.00	0.00
MG Totals	39.53	0.00	-39.53	6.91	0.00	-6.91	10.91	4.94	-5.97	41.51	0.00	-41.51	189.85	297.70	107.86	231.36	402.09

	Actual non SFPUC	Predicted non SFPUC	Actual SFPUC	Predicted SFPUC	TOTAL Actual	TOTAL Predicted	TOTAL Pred-act
	57.35	4.94	231.36	297.70	288.71	302.64	13.93
% Total	19.86%	1.63%	80.14%	98.37%	95.40%		

Monthly Production FY 16 vs FY 17



Cumulative Production FY 16 vs.FY17



Plant Water Use*			Unmetered Water							2016			MG	
	Denniston Plant	Nunes Plant	Total	Main Flushing	Detector Checks*	Main Breaks	Fire Dept	Miscellaneous	Denniston Holding Pond	Autoflush	Tank Level Difference	Total		
JAN	1.070	1.430	2.500	0.005	0.022	0.000	0.006	0.000	0.013	0.139	0.002	2.686		
FEB	1.220	1.130	2.350	0.001	0.012	0.010	0.000	0.000	0.011	0.139	-0.326	2.197		
MAR	0.850	1.610	2.460	0.000	0.011	0.010	0.030	0.013	0.270	0.139	0.274	3.206		
APR	1.740	1.400	3.140	0.000	0.008	0.030	0.000	0.000	0.000	0.139	0.149	3.466		
MAY	1.920	1.560	3.480	0.000	0.019	0.173	0.000	0.000	0.000	0.139	0.153	3.964		
JUN	1.740	1.790	3.530	0.872	0.010	0.309	0.000	0.000	0.000	0.139	0.006	4.867		
JUL	1.810	2.150	3.960	0.512	0.009	0.011	0.000	0.000	0.000	0.139	-0.273	4.358		
AUG	1.380	1.980	3.360	0.000	0.011	0.089	0.000	0.000	0.283	0.139	0.240	4.123		
SEP	1.240	1.420	2.660	0.000	0.127	0.005	0.000	0.000	0.303	0.139	0.140	3.374		
OCT	0.130	1.600	1.730	0.000	0.007	0.020	0.000	0.000	0.000	0.139	-0.131	1.764		
NOV	1.650	0.000	1.650	0.000	0.008	0.006	0.000	0.002	0.125	0.139	0.224	2.154		
DEC												0.000		
TOTAL	14.75	16.07	30.82	1.39	0.25	0.66	0.04	0.02	1.00	1.53	0.46	36.16		

* water removed from system and not returned

Denniston Samples	3009.33 gal/day	Dec	denniston overflow	0.069
Nunes Samples	8750.33 gal/day	Jan	denniston pond discharge	
		May	autoflush malfunction	0.1728

Plant Water Use*			Unmetered Water							2015			MG	
	Denniston Plant	Nunes Plant	Total	Main Flushing	Detector Checks*	Main Breaks	Fire Dept	Miscellaneous			Tank Level Difference	Total		
JAN	1.360	1.510	2.870	0.012	0.006	0.118	0.000			0.014	0.146	3.165		
FEB	1.030	1.240	2.270	0.000	0.010	0.000	0.000			0.014	0.066	2.359		
MAR	1.350	1.440	2.790	0.000	0.006	0.020	0.000			0.014	-0.129	2.701		
APR	1.240	1.510	2.750	0.000	0.010	0.014	0.100			0.014	-0.351	2.537		
MAY	0.020	1.580	1.600	0.000	0.007	0.299	0.000			0.014	-0.270	1.650		
JUN	2.090	0.000	2.090	0.000	0.025	0.105	0.000			0.014	0.669	2.904		
JUL	0.000	2.440	2.440	0.000	0.010	0.097	0.006			0.014	0.004	2.571		
AUG	0.000	2.500	2.500	0.000	0.010	0.000	0.000			0.019	-0.456	2.073		
SEP	0.000	2.300	2.300	0.005	0.138	0.065	0.000			0.014	0.408	2.930		
OCT	0.000	2.240	2.240	0.000	0.016	0.008	0.002			0.014	0.172	2.452		
NOV	0.000	2.690	2.690	0.004	0.029	0.000	0.000			0.014	-0.303	2.434		
DEC	1.110	1.750	2.860	0.000	0.010	0.040	0.020			0.090	0.025	3.045		
TOTAL	8.20	21.20	29.40	0.02	0.28	0.77	0.13			0.25	-0.02	30.82		

MONTH/YEAR

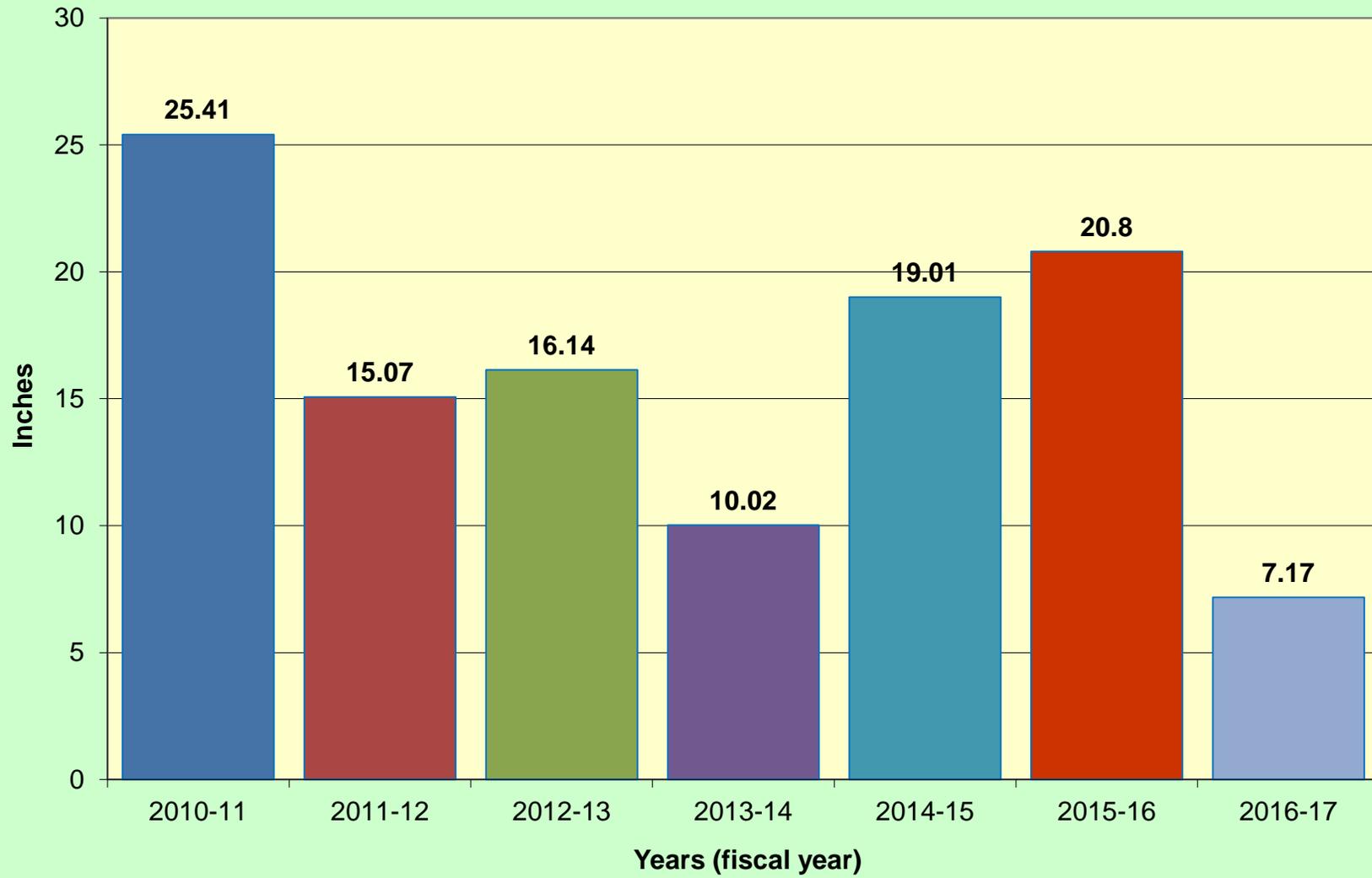
**Coastside County Water District Monthly Discharge Report
EMERGENCY MAIN AND SERVICE REPAIRS**

1	Date Reported Discovered	Date Repaired	Location	Pipe Class	Pipe Size & Type	Estimated Water Loss (Gallons)*	Environmental Damage? Y/N**	If Yes chlorine residual after dechlor	Equipment Costs	Material Costs	Employee hours		Labor Costs	Total Costs
											Staff	Hours		
1	11/4/2016	11/4/16	225 Garcia Ave HMB	M	6"CI	5,000	N		\$750.00	\$500.00	5	3	\$750	\$2,000.00
2	11/8/2016	11/10/2016	807 Columbus Street EG	S	1"pl	1,500	N		\$800.00	\$525.00	4	4	\$800	\$2,125.00
3														\$0.00
4														\$0.00
5														\$0.00
6														\$0.00
7														\$0.00
8														\$0.00
Totals						6,500			\$1,550.00	\$1,025.00	9	7	\$1,550	\$4,125.00
*includes 1,000 gallons for mains to daylight plus 1,000 gallons to flush mains or 100 gallons to flush services									** If Yes, include photos of damage			Staff x hours = 63		

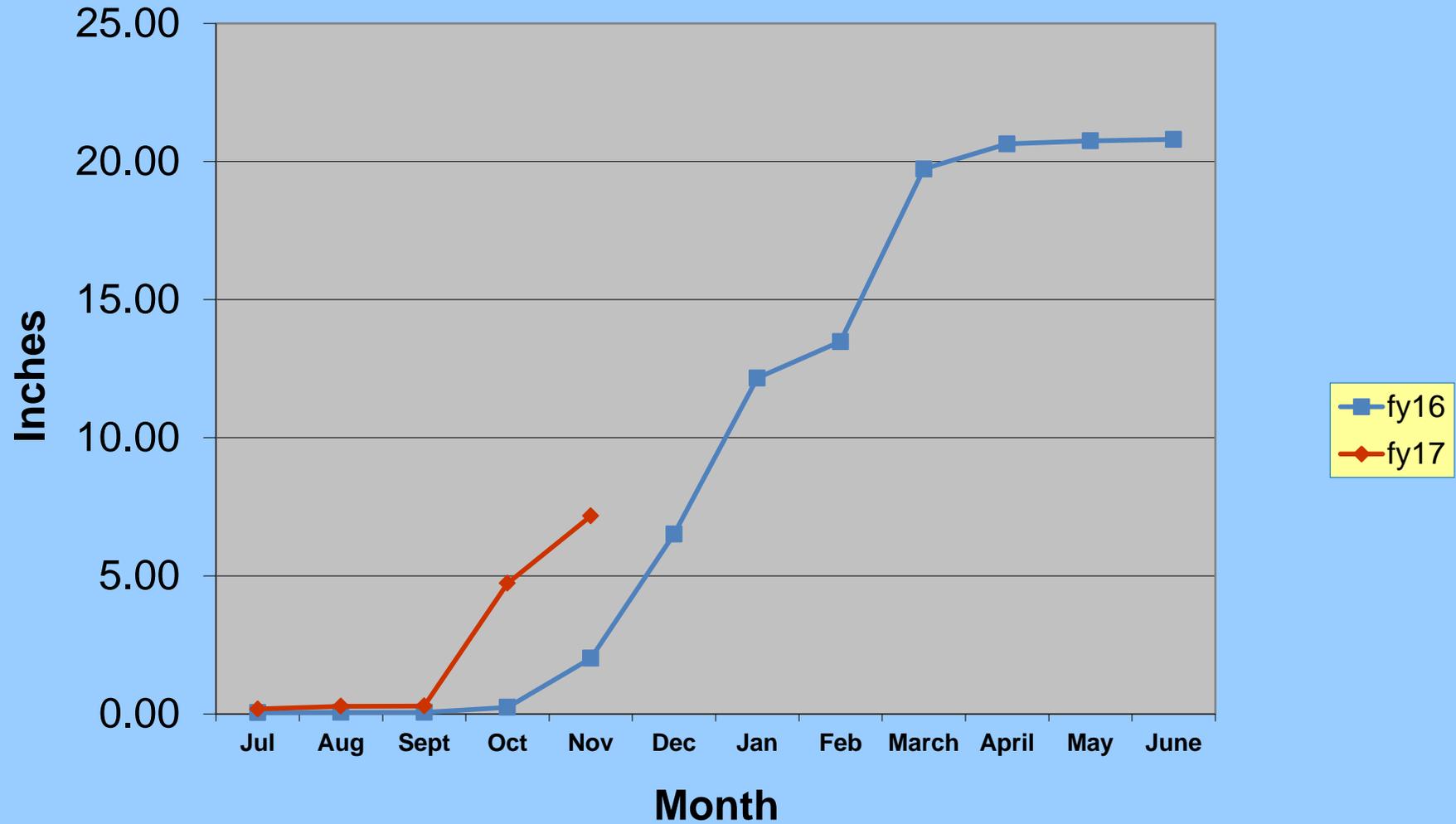
MONTH/YEAR										
NEW WATER LINE FLUSHING REPORT								OTHER DISCHARGES		
	Date	Project/Location	Pipe Size & Type	Estimated Water Flushed (Gallons)	Chlorine Residual after dechlor	pH	Duration of Discharge (minutes)	Total Volumes (gallons)		
1								Flushing Program		
2								Reservoir Cleaning		
3								Automatic Blowoffs	139000	
3								Dewatering Operations	210320	
4								Other (includes flow testing)	2000	
DEWATERING OPERATIONS GREATER THAN 350,000 GALLONS (requires prenotification to CWRCB)								Number of planned or emergency discharges greater than 50,000 gallons		
	Date	Location	Volume	pH			Chlorine Residual after dechlor			Duration (min)
				5 min	20 min	end	5 min	20 min	end	
1										
2										
ANNUAL REPRESENTATIVE MONITORING										PLANNED DISCHARGES GRAND TOTAL (MG)
	Date	Location	Volume (gal)	pH	Chlorine Residual after dechlor					
1	14-Nov	500 block El Granada Blvd	2000	8.16	0					0.35132

Rain Totals

Fiscal Years 11 - 17



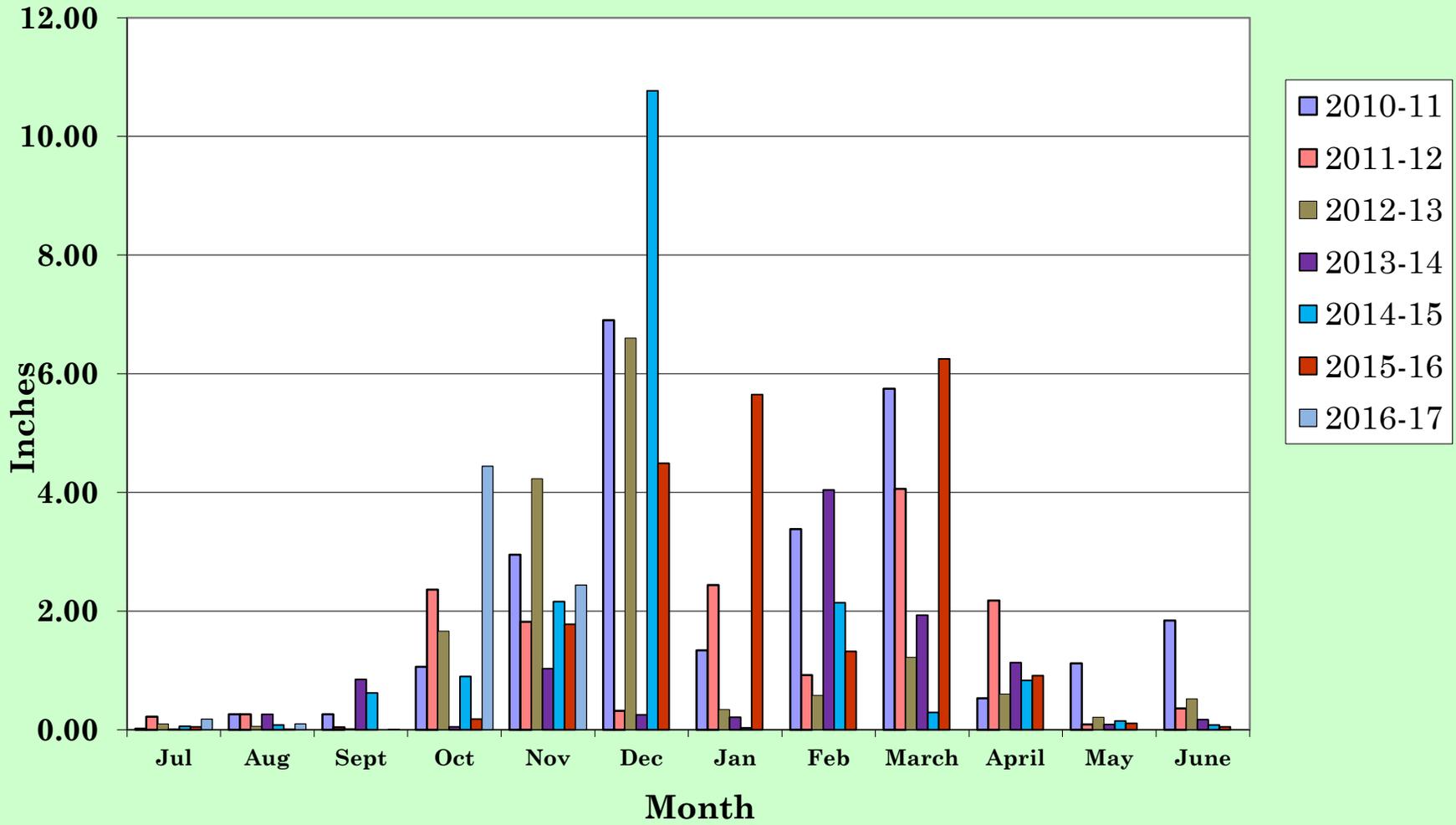
Rainfall Total Comparison Fiscal Years 16 and 17



Coastside County Water District

Rainfall by Month

Fiscal Years 11 - 17



MONTHLY CLIMATOLOGICAL SUMMARY for NOV. 2016

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

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

DAY	MEAN TEMP	HIGH	TIME	LOW	TIME	HEAT DEG DAYS	COOL DEG DAYS	RAIN	AVG WIND SPEED	HIGH	TIME	DOM DIR
1	56.4	63.5	3:00p	48.0	12:00m	8.6	0.0	0.20	1.0	13.0	2:00p	ENE
2	57.6	69.7	3:30p	47.4	7:00a	7.8	0.4	0.01	1.1	11.0	11:30a	E
3	63.8	73.2	3:00p	56.4	12:30a	3.0	1.8	0.00	3.4	19.0	1:00p	E
4	61.4	72.9	1:30p	50.7	11:30p	4.7	1.1	0.00	1.3	15.0	5:00a	E
5	55.7	66.8	5:00p	47.2	6:30a	9.3	0.0	0.01	0.3	8.0	2:00p	W
6	60.1	67.1	2:30p	56.3	12:00m	4.9	0.0	0.02	0.1	5.0	2:00p	W
7	61.8	68.5	11:30a	54.7	3:00a	3.5	0.3	0.00	0.5	10.0	7:30p	E
8	62.8	72.9	4:30p	54.2	12:00m	3.3	1.2	0.00	0.8	10.0	2:30a	W
9	63.2	77.6	1:30p	52.8	2:00a	4.5	2.7	0.01	2.2	19.0	7:30a	ENE
10	60.4	72.6	1:30p	52.7	3:30a	5.8	1.2	0.01	0.5	10.0	7:30a	W
11	57.9	66.5	1:30p	49.8	5:00a	7.2	0.0	0.01	0.4	8.0	3:00p	W
12	59.5	69.7	10:30a	50.8	12:00m	5.8	0.3	0.00	0.9	11.0	10:30a	ENE
13	56.2	64.7	4:00p	50.4	1:00a	8.8	0.0	0.01	0.3	7.0	11:30a	S
14	55.4	60.2	1:00p	50.9	11:00p	9.6	0.0	0.00	0.3	10.0	11:30a	S
15	57.4	65.6	11:00a	51.6	12:30a	7.7	0.0	0.01	0.6	10.0	2:00p	ENE
16	53.1	59.8	2:00p	43.8	12:00m	11.9	0.0	0.00	1.5	13.0	6:30p	NE
17	51.0	62.7	3:30p	41.1	4:00a	14.0	0.0	0.01	1.0	10.0	11:00a	E
18	56.3	67.3	12:00p	47.4	7:30a	8.9	0.2	0.00	2.0	16.0	2:00p	WSW
19	58.3	60.5	8:00a	55.5	12:30a	6.7	0.0	0.23	4.9	27.0	3:00p	SSW
20	56.4	60.7	4:30p	47.5	12:00m	8.6	0.0	0.31	0.7	9.0	5:00a	WSW
21	52.7	61.6	1:30p	45.4	12:00m	12.3	0.0	0.00	0.9	12.0	3:30p	WNW
22	51.8	62.5	2:30p	42.0	5:30a	13.2	0.0	0.25	1.0	20.0	12:00m	E
23	50.9	60.6	1:00p	41.8	12:00m	14.1	0.0	0.06	0.7	12.0	2:00p	NNW
24	49.6	63.5	3:00p	41.8	1:00a	15.4	0.0	0.01	1.8	16.0	10:00a	E
25	52.0	61.4	2:30p	41.8	3:00a	13.0	0.0	0.00	1.1	14.0	11:00p	E
26	53.1	57.5	4:30a	49.1	8:30a	12.0	0.0	0.84	2.6	27.0	4:30a	W
27	52.8	58.0	3:00p	48.7	7:30a	12.2	0.0	0.25	1.4	31.0	1:30a	NE
28	53.4	59.1	12:30p	43.6	12:00m	11.6	0.0	0.15	2.2	18.0	1:00p	NE
29	49.0	61.4	3:00p	41.0	4:00a	16.0	0.0	0.00	1.2	11.0	12:30p	E
30	48.2	55.0	11:30a	40.6	1:00a	16.8	0.0	0.04	0.7	8.0	2:00p	E

	55.9	77.6	9	40.6	30	281.2	9.2	2.44	1.2	31.0	27	E

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

Max Rain: 0.84 ON 11/26/16

Days of Rain: 10 (>.01 in) 7 (>.1 in) 0 (>1 in)

Heat Base: 65.0 Cool Base: 65.0 Method: Integration

San Francisco Public Utilities Commission Hydrological Conditions Report For October 2016

J. Chester, C. Graham, A. Mazurkiewicz, & M. Tsang, November 5, 2016



Around this time, 85 years ago, the San Joaquin Pipeline 1 was being installed across the Central Valley. The first of 4 pipelines across the Valley, SJPL1 is 56 to 72 inch diameter, and runs 47.5 miles from Oakdale Portal to Tesla. The pipeline was completed July 9, 1932. SJPL 1 has a capacity of 70 MGD. SJPL 2 was completed in 1953, and has a capacity of 80 MGD. SJPL 3 was completed in 1968 with a capacity of 150 MGD. SJPL 4 currently extends from Oakdale to Emery, and from Pelican to Tesla, and also has a capacity of 150 MGD.

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

Table 1 Current Storage As of November 1, 2016							
Reservoir	Current Storage		Maximum Storage		Available Capacity		Percentage of Maximum Storage
	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	Acre-Feet	Millions of Gallons	
Tuolumne System							
Hetch Hetchy ¹	314,318		340,830		26,512		92.2%
Cherry ²	232,406		268,810		36,404		86.5%
Lake Eleanor ³	24,751		21,495		0		100.0%
Water Bank	478,393		570,000		91,607		83.9%
Tuolumne Storage	1,049,868		1,201,135		154,523		87.4%
Local Bay Area Storage							
Calaveras ⁴	34,656	11,293	96,824	31,550	62,168	20,257	35.8%
San Antonio	44,649	14,549	50,496	16,454	5,846	1,905	88.4%
Crystal Springs	53,882	17,558	58,377	19,022	4,494	1,464	92.3%
San Andreas	17,816	5,805	18,996	6,190	1,180	385	93.8%
Pilarcitos	2,488	811	2,995	976	506	165	83.1%
Total Local Storage	153,491	50,016	227,688	74,192	74,197	24,176	67.4%
Total System	1,203,359		1,428,823		228,720		84.2%

¹ Maximum Hetch Hetchy Reservoir storage with drum gates de-activated.

² Maximum Cherry Reservoir storage with flash-boards removed.

³ Maximum Lake Eleanor storage with flash-boards removed.

⁴ Available capacity does not take into account current DSOD storage restrictions.

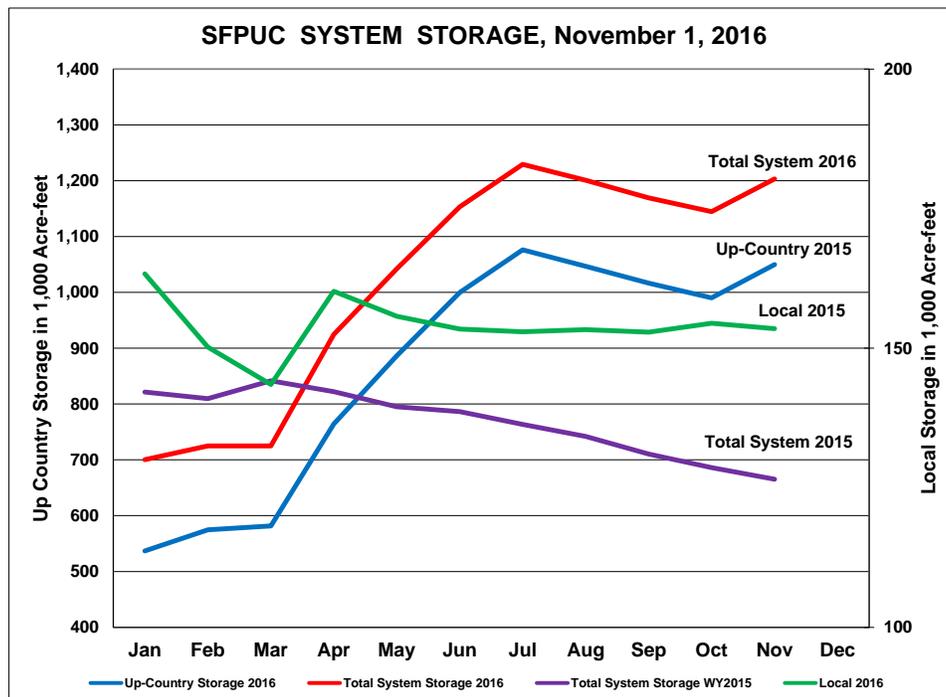


Figure 1: Monthly system storage for 2016

Hetch Hetchy System Precipitation Index ^{5/}

Current Month: The October six-station precipitation index was 6.52 inches, or 352.9% of the average index for the month.

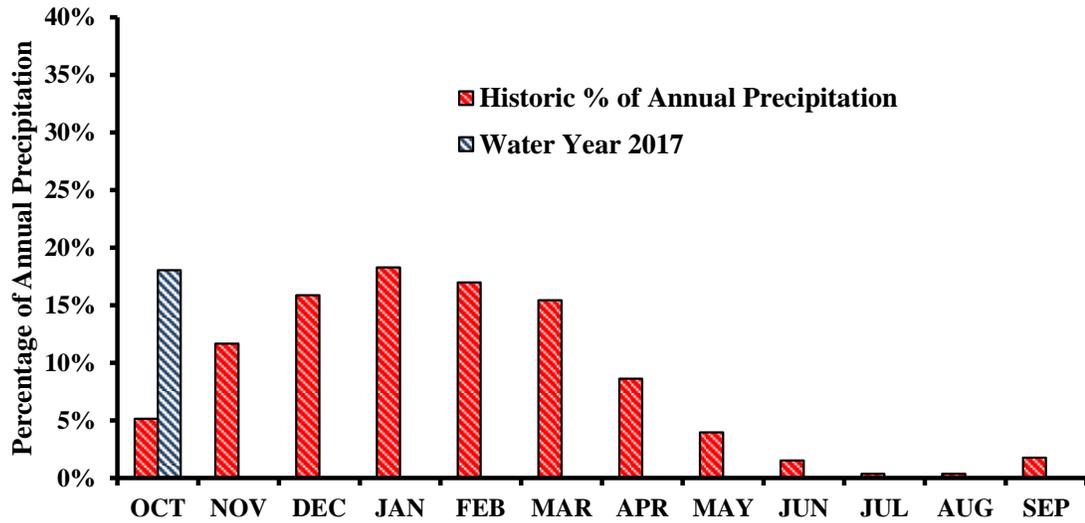


Figure 2: Monthly distribution of the Hetch Hetchy Six-station precipitation index as percent of the annual average precipitation.

Cumulative Precipitation to Date: The accumulated six-station precipitation index for water year 2017 is 6.52 inches, which is 18.3% of the average annual water year total, or 350.6% of average annual to date. Hetch Hetchy received 6.47 inches precipitation October, a total of 6.47 inches for water year 2017. The cumulative Hetch Hetchy precipitation is shown in Figure 3 in red.

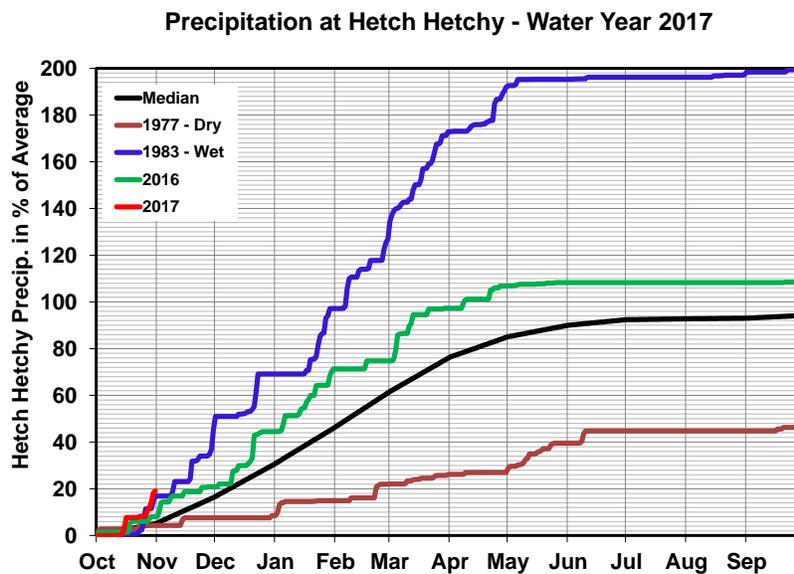


Figure 3: Water year 2017 cumulative precipitation measured at Hetch Hetchy Reservoir through October 31st, 2017. Precipitation at the Hetch Hetchy gauge for wet, dry, median, and WY 2016 are included for comparison purposes.

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

Tuolumne Basin Unimpaired Inflow

Unimpaired inflow to SFPUC reservoirs and the Tuolumne River at La Grange as of October 31st is summarized below in Table 2.

Table 1								
Unimpaired Inflow (Acre-Feet)								
	October 2016				October 1, 2016 through October 31, 2016			
	Observed Flow	Median ⁶	Average ⁶	Percent of Average	Observed Flow	Median ⁶	Average ⁶	Percent of Average
Inflow to Hetch Hetchy Reservoir	46,132	3,161	6,199	744.2%	46,132	3,161	6,199	744.2%
Inflow to Cherry Reservoir and Lake Eleanor	61,396	2,329	5,537	1,108.8%	61,396	2,329	5,537	1,108.8%
Tuolumne River at La Grange	129,741	10,018	17,316	749.3%	129,741	10,018	17,316	749.3%
Water Available to the City	71,703	0	2,547	2,815.2%	71,703	0	2,547	2,815.2%

⁶Hydrologic Record: 1920 – 2015

Hetch Hetchy System Operations

Draft and releases from Hetch Hetchy Reservoir during the month of October totaled 11,245 acre-feet to meet SJPL deliveries and instream release requirements.

The instream release schedule at Hetch Hetchy Reservoir for the month of October was year type A (normal to wet conditions). This year type is based upon accumulated runoff from October 1st, 2015 through August 31st, 2016. The October instream release requirement from Hetch Hetchy Reservoir was 60 cfs. The cumulative inflow through August, 2016 at Hetch Hetchy Reservoir meets the criteria to maintain a water year type A for the rest of the year. The Hetch Hetchy instream release requirement is 60 cfs for November.

14,786 acre-feet of draft was made from Cherry Reservoir during the month of October to meet instream release requirements and reservoir management goals. About 4,586 acre-feet of water was transferred via pumping from Lake Eleanor to Cherry Reservoir in October. The required minimum instream release from Cherry Reservoir was 5 cfs in October. Instream release requirements from Lake Eleanor were 10 cfs for October. In the month of November, 5 cfs is required below Cherry Reservoir, and also 5 cfs is required below Lake Eleanor.

Regional System Treatment Plant Production

The Harry Tracy Water Treatment Plant average production rate for October was 38 MGD. The Sunol Valley Water Treatment Plant average production for the month was 10 MGD.

Local System Water Delivery

The average October delivery rate was 185 MGD which is a 13% decrease below the September delivery rate of 213 MGD.

Local Precipitation

The new water year began with above average rainfall across the local watersheds. The October rainfall summary is presented in Table 3.

Reservoir	Month Total (inches)	Percentage of Average for the Month	Water Year to Date ⁷ (inches)	Percentage of Average for the Year-to-Date ⁷
Pilarcitos	6.77	301 %	6.77	301 %
Lower Crystal Springs	5.00	342 %	5.00	342 %
Calaveras	2.65	239 %	2.65	239 %

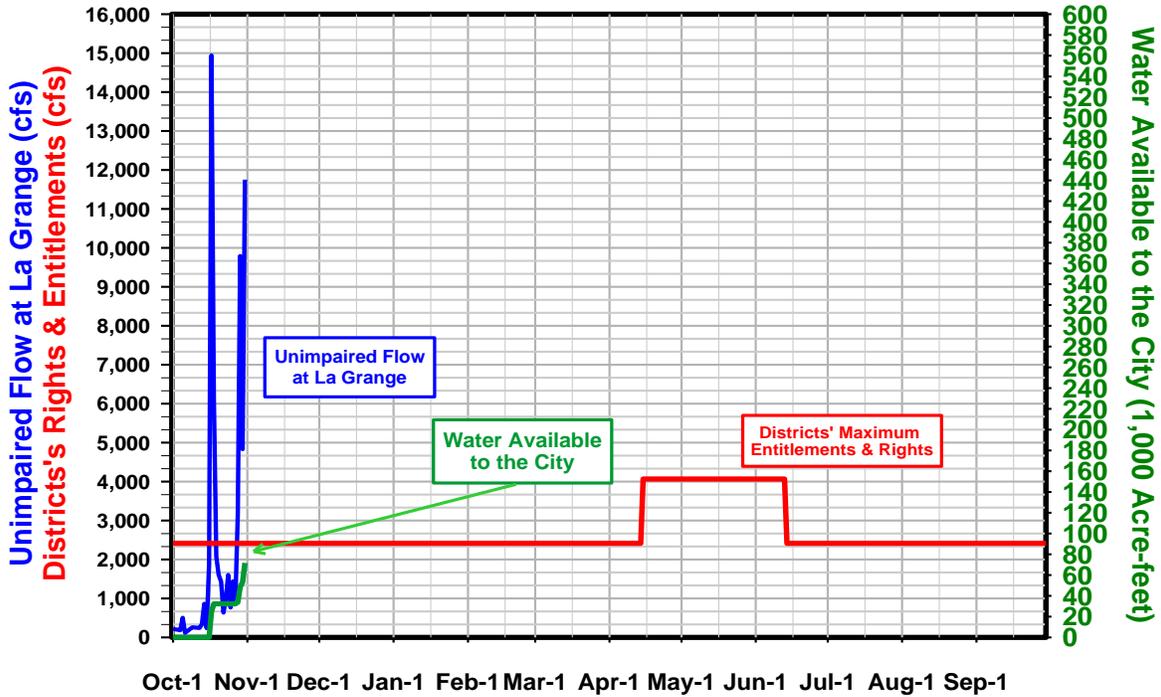
⁷ WY 2017: Oct. 2016 through Sep. 2017.

Snowmelt and Water Supply

Inflows to the Tuolumne Basin reservoirs increased dramatically in October. Two fairly large storms in October resulted in >300% of average precipitation, and well above average inflows. While no precipitation has been observed so far in November, inflows continue to remain above baseflow, resulting in a continually increasing Hetch Hetchy Reservoir, Eleanor spilling, and Cherry inflows are roughly meeting power draft. The increased inflows and storage in the reservoirs has resulted in a small debit to Water Bank this month. Water available to the City was significant this month, in excess of 70 TAF. For comparison, WY 2014 and 2015 combined had roughly 70 TAF total.

The October storms were relatively warm, and did not result in significant snow accumulation upcountry. The storms served to wet up the soils and bedrock, and refill natural lakes upstream of our reservoirs. Therefore we anticipate a robust inflow response with future storms. The current forecast remains dry, with some unsettled weather in mid-November.

Unimpaired Flow at La Grange & Water Available to the City



Water Year 2017

Figure 5: Calculated unimpaired flow at La Grange and the allocation of flows between the Districts and the City. 71,703 acre-feet of water has become available to the City during water year 2017.

cc	HHWP Records	Graham, Chris	Mazurkiewicz, Adam	Ritchie, Steve
	Briggs, David	Hale, Barbara	Meier, Steve	Sheehan, Charles
	Carlin, Michael	Hannaford, Margaret	Moses, Matt	Sandkulla, Nicole
	Chester, John	Hörger, Brent	Patterson, Mike	Tsang, Michael
	DeGraca, Andrew	Kelly, Harlan	Perl, Charles	Williams, Mike
	Dhokal, Amod	Kehoe, Paula	Pluche, Rebecca	
	Dufour, Alexis	Lehr, Dan	Nelson, Chris	
	Gambon, Paul	Levin, Ellen	Ramirez, Tim	

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, Assistant General Manager

Agenda: December 13, 2016

Report

Date: December 9, 2016

Subject: Request for Board to Provide Authorization to Write Off Bad Debts for Fiscal Year Ending 2015-2016

Recommendation:

Authorize staff to write off bad debts for fiscal year 2015-2016 (July 1, 2015 to June 30, 2016) in the total amount of \$4,480.84.

Background:

The process of writing off bad debts takes place at the end of each fiscal year as part of the year-end closeout and audit process. At this time, staff requests that the Board authorize the General Manager to write off the debts that have not been collected throughout the fiscal year. The total for Fiscal Year 2015-2016 is \$4,480.84, as detailed in the attached table.

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

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

Year Ending 2015	\$7,428.21
Year Ending 2014	\$4,617.87
Year Ending 2013	\$8,404.28
Year Ending 2012	\$57,084.74
Year Ending 2011	\$5,321.93

Fiscal Impact

Charge to expenses of \$4,480.84. The Fiscal Year 2015-2016 budget (Account No. 5620) includes an allowance of \$6,000 for bad debt.

**Coastside County Water District
Bad Debt Write-offs
For Fiscal Year 2015-2016**

Name	Amount
ANUPAP TANOMSUK	\$ 748.50
JARRETT/CHELSEA WATKINS	\$ 609.09
CAFE GIBRALTAR	\$ 436.83
TERESA MURPHY	\$ 230.91
JAMES/JESSICA NIEVES	\$ 221.78
RENEE MIYAUCHI	\$ 190.54
KENNETH THOMPSON	\$ 160.65
ALEX MORALES	\$ 133.67
SHANNON/BEN PARSONS	\$ 129.55
FIDEL VILLALOBOS	\$ 123.01
PATRICK LILLY	\$ 114.53
BERNARD/GLORIA TAN	\$ 113.24
NATALIE HAND	\$ 111.68
SARA RUHE/NEIL PLAMONDON	\$ 111.43
MARIA CAMPORA/JUSTIN CHEBAHTAH	\$ 100.61
BAY BOOK & TOBACCO	\$ 90.04
NICHOLAS MEZAK	\$ 80.76
JASON HUANG	\$ 73.94
BARBARA HARBOTTLE	\$ 72.94
EVELYN JACKSON	\$ 72.60
KEVIN LIEBERMAN	\$ 71.58
DAVID TETRAULT	\$ 69.93
QI LIANG CHEN	\$ 60.99
GWYNNE RINKER	\$ 60.04
STEVEN ADRAGNA	\$ 57.89
LIZABETH CARTER	\$ 49.46
BASIM KHOURY	\$ 48.78
PAM PADILLA	\$ 34.01
EMILY BANKER	\$ 31.47
ANDREW ZINZUVADIA	\$ 30.49
NICK COLVIN	\$ 26.72
JONATHAN/MEGAN HONIBALL	\$ 13.18
	\$ 4,480.84

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David R. Dickson, General Manager

Agenda: December 13, 2016

Date: December 9, 2016

Subject: Approval of Water Service Agreement - Best Western Hotel

Recommendation:

Authorize the General Manager to execute the attached Water Service Agreement between Coastside County Water District and StayCal/Palmer Enterprises for construction of a pipeline extension along Wavecrest Road.

Background:

The attached Water Service Agreement provides for construction of a new water main to serve the Best Western Hotel under construction on Wavecrest Road. The project consists of approximately 180 linear feet of 8" diameter pipeline beginning at the District's 16" pipeline in Cabrillo Highway and extending along Wavecrest Avenue.

Note that plans included as Exhibit B of the Water Service Agreement will be revised before agreement execution to remove the pipeline extending beyond the hotel connection. The District will install this pipeline in a future project.

Fiscal Impact:

None. All costs for engineering review, construction inspection, meter installation, administrative support, and other District activities associated with providing water service for the development are paid by the applicant.

WATER SERVICE AGREEMENT

STAYCAL HMB LLC (LESSEE) / PALMER ENTERPRISES (OWNER) **WAVECREST ROAD NON-COMPLEX PIPELINE EXTENSION PROJECT**

THIS AGREEMENT is made as of this ____ day of _____, 2016, between COASTSIDE COUNTY WATER DISTRICT ("District"), and STAYCAL HMB LLC (LESSEE) and PALMER ENTERPRISES (OWNER) (collectively, the "Applicant").

THE PARTIES AGREE AS FOLLOWS:

1. RECITALS

This Agreement is entered into with regard to the following facts and circumstances.

A. District is a public corporation organized under the provisions of the California Water Code and is engaged in the storage, transmission and sale of water for domestic purposes within San Mateo County.

B. Applicant is the owner of real property located within the geographic limits of the District known as 1410 S. Cabrillo Highway (APN 065-090-020) in the City of Half Moon Bay, State of California (the "Property"), which is shown on Exhibit A.

C. Applicant has purchased, and has the right to install, one, one and one half-inch (1-1/2") Priority water service connection that is assigned to APN 065-090-020 (1410 S. Cabrillo Highway, Half Moon Bay).

D. Applicant has requested the installation of the following: (1) approximately 180 linear feet of 8 inch pipeline beginning at the CCWD's existing 16 inch pipeline located within Cabrillo Highway South and extending west within Wavecrest Road; (2) a fire hydrant; (3) one eight-inch fire service connection; (4) one one-and-one-half-inch domestic water service connection; and (5) one one-inch irrigation service connection (collectively, the "Project"). The purpose of the Project is to provide water service to Applicant's Best Western Hotel currently under construction on the Property. Cost of construction of the Project will be paid by the Applicant.

E. Applicant represents and warrants that Applicant has obtained any and all permits and approvals necessary to construct the Project on the Property, including a Coastal Development Permit.

2. APPROVAL OF PROJECT UTILITY SYSTEM

The Project Utility System, as defined below, shown on and described in the plans prepared by James S. Teter, Consulting Engineer, dated June 7, 2016 2016 (collectively, the "reviewed submittal documents") are approved. Copies of the reviewed submittal documents are incorporated herein by this reference as Exhibit B.

"Project Utility System" means the water mains, service lines, fittings, valves and housing thereof, fire hydrant, manholes, and all appurtenances thereto, as depicted and described in the reviewed submittal documents. The Project Utility System does not include the water mains on the Applicant side of the meter or the backflow prevention devices, all of which will be owned and maintained by Applicant.

3. INSTALLATION

A. Applicant shall commence installation of the Project Utility System no later than three (3) months, subject to extension for force majeure events not the fault of Applicant, after the date of this Agreement and shall complete its installation within twelve (12) months after the date of this Agreement. If installation is not commenced or completed by such dates, the District may terminate this Agreement, unless the delay is solely attributable to events, such as fire, flood or earthquake, which are beyond the control of, and not the fault of, Applicant.

B. Applicant shall install the Project Utility System in accordance with (1) the location and sizes shown on the reviewed submittal documents identified in Section 2; (2) the District's "Standard Specifications and Construction Details," a copy of which has previously been furnished to Applicant; and (3) the further reasonable directions of the District Engineer.

4. SUBMITTAL OF PROPOSAL FOR REVIEW AND APPROVAL BY DISTRICT.

Applicant is responsible for obtaining a proposal for construction of the Project from a licensed, qualified District approved contractor to construct the Project ("Proposal"). The contractor shall possess a valid California Contractor's License (Class A or C34). The

contractor shall have satisfactorily completed construction of a minimum of 5 similar pipeline projects, and shall, if requested, submit a list of these projects together with the telephone number of the owner's representative who can be contacted regarding the work. Prior to commencement of construction, Applicant shall furnish a copy of the Proposal, along with evidence satisfactory to the District that the contractor possesses the necessary license and experience to construct the Project Utility System.

5. INSPECTION; CONSTRUCTION

A. Prior to commencing construction, Applicant shall furnish to the District Engineer, at Applicant's expense, a report by a competent soils engineer or soils laboratory indicating that the compaction of the fills within which said facilities are to be installed is at least equal to ninety-five percent (95%) compaction, as that phrase is defined in the latest edition of the Standard Specifications, State of California, Department of Transportation, or meets such other criteria as the District Engineer may prescribe.

B. Applicant shall notify District in writing at least ten (10) days in advance of the proposed starting date for construction and shall not commence construction unless the District Engineer or other authorized District inspector is at the site of the work when construction begins. District agrees to make the District Engineer or other authorized District inspector available to be on site, provided the ten (10) days advance notice is given by Applicant. If construction is not continuous, District shall be notified at least forty-eight (48) hours in advance of the resumption of construction. Any work performed without notice to District may be rejected by District on that ground alone. The District Engineer will observe and inspect facilities solely to protect the interests of the District and to determine whether the completed work is acceptable to District and can be incorporated into the District system. The District does not assume thereby any responsibility for the operations or safety practices of Applicant. Applicant is responsible for correct location of all facilities which it installs. The District Engineer will not inspect facilities installed "downstream" of the individual meter boxes.

C. Applicant shall permit District's employees and authorized representatives to inspect the Project Utility System, and the plans and materials therefore, at any reasonable time before, during, or after installation.

D. Applicant shall repair at its expense (or, at the option of District, shall reimburse District for the actual cost of repairs effected by it) any damage to District property

caused by Applicant, its agents, employees, or contractors in constructing the Project Utility System.

6. PAYMENT OF FEES AND CHARGES

The Applicant will pay applicable fees and charges as follows:

A. Transmission and Storage Fees. None Due. Applicant has previously paid transmission and storage fees for one (1) one and one half-inch (1-1/2") priority service connection.

B. Water Meter and Water Meter Installation Fees. None Due. Applicant will be billed separately for actual cost of the required meters at the time of plan review and meter installation for each parcel.

C. Initial Filing Fee. None due. The District acknowledges receipt of non-refundable initial filing fees in the total amount of \$300.

D. Plan Check and Construction Inspection Fees. None Due. The Applicant has deposited the sum of Ten Thousand Dollars and No Cents (\$10,000.00), which was the cost estimate for the District staff and Engineer's costs in preparing and reviewing final plans, inspecting the construction of the Project Utility System, modifications of water system maps, and administrative, legal, and auditing costs. A final accounting will be performed prior to acceptance of the Project Utility System. Applicant shall pay additional fees if the deposit does not cover District costs for providing these services.

E. Total Payment Due with Agreement. None Due.

7. BONDS

Prior to commencement of construction, Applicant shall furnish to District the following bonds:

A. A Payment Bond in the amount of 100% of the Proposal amount, to guarantee payment of the obligations referred to in Section 3248 of the Civil Code;

B. A Performance Bond in the amount 100% of the Proposal amount, to guarantee faithful performance of the terms of this Agreement; and

C. A Maintenance Bond in the amount of 10% of the Proposal amount, to guarantee against defective materials and faulty workmanship for a period of two (2) years from and after the acceptance of the Project Utility System by District.

The bonds shall be in a form satisfactory to District. The surety or sureties must be qualified to do business in California. If any of the sureties, in the sole opinion of District, is or becomes irresponsible, District may require other or additional sureties which Applicant shall furnish to the satisfaction of District within ten (10) days after notice from District. In default thereof, District shall be released from all obligations under this Agreement. No prepayment or delay in payment and no change, extension, addition, or alteration or any provision of this Agreement or in the approved submittal documents referred to in Section 2, above, and no forbearance or acceptance by or on the part of District shall operate to release any surety from liability on a bond.

8. INDEMNITY

A. District shall not be responsible or held liable in any manner whatsoever for any injury or damage which may be done to any person or property (or other loss or liability) arising from the performance or failure to perform the obligations set forth in this Agreement and the installation of the Project Utility System by or on behalf of Applicant.

B. Applicant, on its behalf and on behalf of its successors in interest, hereby agrees to waive any claims against District arising from or related to the events and activities described in Subsection A, above, and to indemnify, defend and hold harmless the District, its directors, officers, employees, and agents from and against any and all liability for the death of or injury to any person and for the loss of, or damage to, any property (including the loss of its use) which may arise from such events and activities. The agreements contained in this paragraph shall survive the performance of the remainder of this Agreement and shall remain in full force and effect notwithstanding such performance.

9. INSURANCE

A. Applicant or its construction contractor shall, at its cost, maintain in full force and effect during the period beginning with commencement of construction of the Project Utility System and terminating no earlier than thirty (30) days after completion thereof and

approval by District for its connection with the District's distribution system, a policy or policies of liability insurance, as follows:

1. Bodily and personal injury liability in an amount not less than One Million Dollars (\$1,000,000.00) per person and Two Million Dollars (\$2,000,000.00) per occurrence; and

2. Property damage insurance in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence.

Such policies shall insure District as an additional insured against any and all liability for the death of or injury to any person and for the loss of or damage to any property which may arise by reason of acts done or omitted to be done as a result of the installation of the Project Utility System by or on behalf of Applicant and shall further insure District against any and all costs and expenses, including attorneys fees, which District may incur in resisting any claim which may be made against District for any such injury or damage.

B. Each such policy shall:

1. be issued by an insurance company or companies qualified to do business in California and approved in writing by District;

2. name District, its Directors, officers, agents and employees, as additional insureds;

3. specify that it acts as Primary Insurance; the insurer being liable thereunder for the full amount of any loss up to and including the total limit of liability without right of contribution from any insurance effected by District;

4. provide that the policy shall not be cancelled or altered without thirty (30) days' prior written notice to District (or Applicant shall provide this written notice to the District); and

5. otherwise be in form reasonably satisfactory to District.

C. Applicant or its contractor shall provide, and maintain at all times during the course of installation of the Project Utility System, Worker's Compensation Insurance in conformance with the laws of the State of California. Such policy shall provide that the

underwriter thereof waives all right of subrogation against District by reason of any claim arising out of or connected with installation of the Project Utility System and that such policy shall not be cancelled or altered without thirty (30) days' prior written notice to District.

D. Copies of all policies required above (or Certificates of Insurance satisfactory to District) shall be delivered to District at least ten (10) days prior to commencement of construction of the Project Utility System.

10. CONVEYANCE OF TITLE TO PROJECT UTILITY SYSTEM

Full right, title and interest in and to all elements of the Project Utility System installed pursuant hereto will be granted to District upon written notice of acceptance thereof by District and without the necessity for any further action by Applicant. There shall be no obligation upon District to pay or reimburse to Applicant any part of the cost of Project Utility System. Applicant warrants that upon such passage of title to District, the title shall be free and clear from any and all mechanics and materialmen liens that could arise from construction of the Project Utility System, charges and encumbrances whatsoever. The water meters described in Section 2, above, are and will remain the property of District.

11. ACCEPTANCE BY DISTRICT

District shall accept the Project Utility System when all of the following conditions have been met: (1) completion of the Project Utility System; (2) certification by Superintendent and or District Engineer upon completion that the Project Utility System has been constructed in accordance with this Agreement; (3) furnishing by Applicant of evidence that it has paid all costs incurred in constructing the Project Utility System; (4) performance by Applicant of all of its obligations under this Agreement which are to be completed prior to acceptance of the Project Utility System, including payment of all sums due the District; and conveyance of all easements; and (5) furnishing by Applicant of two sets of nonammonia-type mylar reproducible drawings of the completed improvements showing "as-built" conditions.

Upon acceptance, and payment for the cost of meter installation, District shall provide water utility service to the Project.

Upon acceptance, Applicant shall be relieved of all future obligation to maintain the Project Utility System, subject to its obligation to repair defects, which obligation is secured

by the maintenance bond provided for in Section 6.C., for the duration of the term of such bond (i.e., two years after acceptance).

12. EXECUTION AND PERFORMANCE OF AGREEMENT

Execution of this Agreement is a condition precedent to issuance by District of any letters, approvals, consents, or communications to any state, municipal, local or other public bodies regarding the availability of water service to the Property from the Project. Full performance of and compliance with each and every term of this Agreement by Applicant is a condition precedent to water service by District.

13. DISTRICT REGULATIONS

Applicant shall at all times abide by and faithfully observe any and all District ordinances, resolutions, rules and regulations presently in effect, including current fee schedules, or which may hereafter be enacted or amended from time to time, including but not limited to *Regulations Regarding Water Service Extensions and Water System Improvements; Engineering and Construction Standards; Approved Materials* (codified through Resolution No. 2003-11, March 2004), a copy of which has previously been furnished to Applicant.

14. ASSIGNMENT

Applicant's rights under this Agreement may be assigned only in connection with a sale or conveyance of the Property. No such assignment shall be valid or binding on the District unless the assignee executes a written instrument, in form and substance satisfactory to District, assuming all of Applicant's obligations under this Agreement, which have not been fully performed as of the date of assignment. Such assignment shall not release Applicant from any of its obligations to District under this Agreement.

This Agreement shall be binding upon and shall inure to the benefit of the parties and their successors and permitted assigns. If the Applicant or a permitted successor or assign shall disincorporate, forfeit its articles or right of incorporation, or otherwise fully terminate without a successor or assign, District shall as of the date of disincorporation, forfeiture or termination own the Project Utility System free and clear of any obligation to any party.

15. NOTICE

Any notice required by this Agreement shall be satisfied by a notice in writing, either delivered personally or sent by regular or certified mail, postage prepaid, and addressed as follows:

District: Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019
Attention: David R. Dickson, General Manager

Applicants: Cameron Palmer
Palmer Enterprises
1410 S. Cabrillo Highway
Half Moon Bay, CA 94019

Hiten Suraj
StayCal HMB LLC
2110 S El Camino Real
San Mateo, CA 94403

16. CONSTRUCTION OF AGREEMENT

Both parties have participated in preparing this Agreement. This Agreement shall be construed reasonably and not in favor of or against either party hereto on the grounds that one party prepared the Agreement.

17. ENTIRE AGREEMENT

This Agreement, including the Exhibits which are hereby incorporated by reference, contains the entire agreement between the parties hereto. No oral understandings, statements, promises or inducements contrary to the terms of this Agreement exist.

18. APPLICABLE LAW

This Agreement shall be governed by and construed and enforced in accordance with and subject to the laws of the State of California. Except as expressly provided for herein, this Agreement is not intended to, and does not, modify the District's rights to exercise the legislative discretion accorded to it by the laws of California. Any lawsuit related to this Agreement shall be commenced and prosecuted in the County of San Mateo, State of California.

AMENDMENT

Any amendment hereof, including any oral modification allegedly supported by new consideration, shall not be effective unless reduced to a writing signed by both parties.

19. AUTHORIZED SIGNATURE

The individuals whose names are subscribed to this Agreement represent that they are authorized to act on behalf of the party for whom they sign.

20. TIME

Time is of the essence of the Agreement.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

DISTRICT:
Coastside County Water District

APPLICANT(s):

By: _____
President, Board of Directors

By: _____
Cameron Palmer, (Owner)

By: _____
David R. Dickson, General Manager
Secretary of the District

By: _____
Hiten Suraj, StayCal HMB LLC (Leesee)

65-9

TAX CODE AREA _____

1

COUNTY

RD.

NLY COR. LOT F
JOHNSTON RANCH

452.36'

N 81° E

P.M. 29-43

434.50'

118.14'

315.06'

40.57'

6

S 9° E
190.74'

PARCEL A

8

PARCEL B

S 9° E
190.48'

2

164.4'

P.M. 29-43

118.14'

331.42'

STANFORD
AVE.

HIGHWAY

9

F

1" = 100'

21

8

RESERVED FOR STREET
N 65° W

190.74'

090

190.74'

S 6° E

YALE
AVE.

4

381.48'

COAST

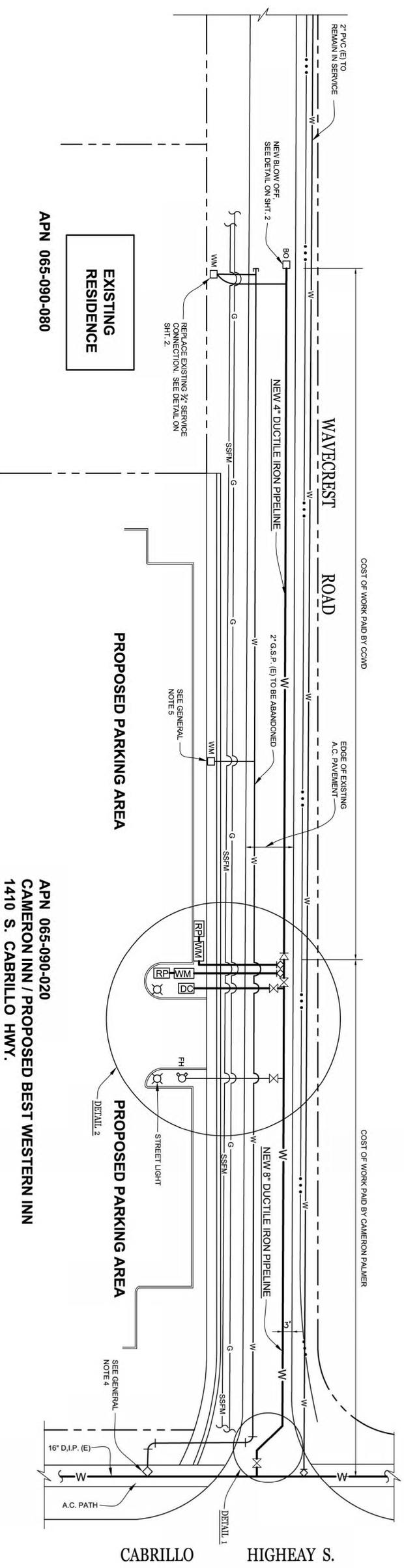
HARVARD
AVE.

381.48'

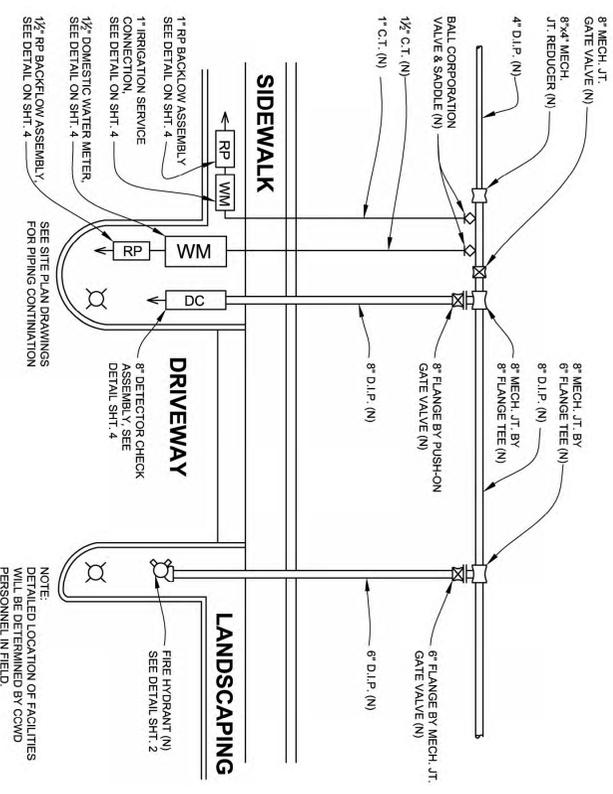
1346.4'
N 81° E

20

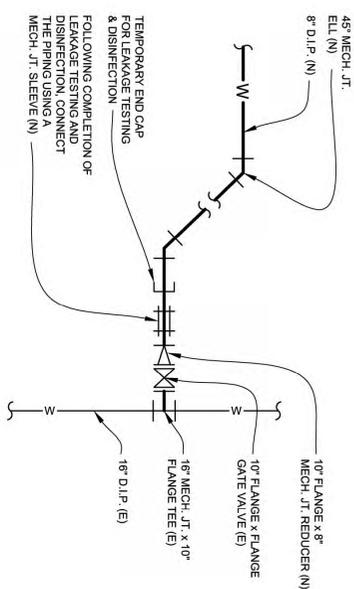
△ SUB OF JOHNSTON RANCH RSM 2/57
△ PARCEL MAP VOL 29/43



PLAN OF WAVECREST ROAD
SCALE : 1" = 20'



DETAIL 2
NO SCALE



DETAIL 1
NO SCALE

GENERAL NOTES

1. EXISTING UNDERGROUND UTILITIES. THE LOCATION OF EXISTING UTILITIES AND OTHER UNDERGROUND FACILITIES SHOWN ON THE DRAWINGS IS BASED ON AVAILABLE INFORMATION AND IS NOT GUARANTEED TO BE EITHER ACCURATE OR COMPLETE. THE CONTRACTOR SHALL CONTACT UNDERGROUND SERVICE ALERT AT LEAST 48 HOURS BEFORE BEGINNING WORK TO HAVE THE LOCATION OF ALL UNDERGROUND FACILITIES MARKED IN THE FIELD BY THEIR OWNERS. THE CONTRACTOR SHALL ALSO CONTACT THE OWNERS OF OTHER KNOWN UNDERGROUND FACILITIES NOT INCLUDED IN THE U.S.A. SYSTEM SUCH AS SANITARY SEWERS, STORM DRAINS, AND CABLE TV TO HAVE THE LOCATION OF THOSE FACILITIES MARKED IN THE FIELD. PRIOR TO BEGINNING MACHINE EXCAVATION WORK THE CONTRACTOR SHALL VERIFY THE EXACT LOCATION OF EACH UNDERGROUND UTILITY BY HAND EXCAVATION (POTHOLING).
2. ENCROACHMENT PERMIT FROM CITY OF HALF MOON BAY AND FROM CALTRANS. THE CONTRACTOR SHALL OBTAIN AN ENCROACHMENT PERMIT FROM THE CITY OF HALF MOON BAY FOR WORK WITHIN THE WAVECREST ROAD RIGHT OF WAY AREA AND SHALL ALSO OBTAIN AN ENCROACHMENT PERMIT FROM CALTRANS FOR WORK WITHIN THE HIGHWAY RIGHT OF WAY AREA. WORK WITHIN EACH RIGHT OF WAY AREA SHALL BE PERFORMED IN COMPLIANCE WITH ALL REQUIREMENTS OF THE PERMITS.
3. HOURS OF WORK. WORK SHALL BE PERFORMED BETWEEN THE HOURS OF 7:30 A.M. AND 4:30 P.M., MONDAY THROUGH FRIDAY. NO WORK SHALL BE PERFORMED ON SATURDAYS, SUNDAYS, AND STATE AND FEDERAL HOLIDAYS.
4. 2 INCH PIPELINE ABANDONMENT. AFTER THE NEW WATER PIPELINE IN WAVECREST ROAD IS IN SERVICE, THE EXISTING CORPORATION STOP SHALL BE CLOSED AND THE ADJACENT 2 INCH GALVANIZED STEEL PIPE ABANDONED IN CONFORMANCE WITH THE DETAIL ON SHT. 2.
5. WATER METER REMOVAL. REMOVE THE EXISTING WATER METER AND METER BOX BACKFILL WITH AGGREGATE BASE.
6. THESE DRAWINGS ARE TO BE USED IN CONJUNCTION WITH THE DOCUMENT TITLED "WATER SYSTEM SPECIFICATIONS FOR WAVECREST ROAD PIPELINE EXTENSION PROJECT".



JAMES S. TETTER
Consulting Engineer

15 Bayview Drive
San Rafael, CA 94901

Tel: (415) 453-0754
Fax: (415) 453-0882
Email: jstetter@csol.com

DATE:	08/07/16
DESIGN BY:	TETTER
DRAWN BY:	RITHEY
APPROVED BY:	
DRAWING NO.:	

SCALE:	AS SHOWN
DATE:	
BY:	

NO.	REVISION	DATE	BY

COASTSIDE COUNTY WATER DISTRICT		SHEET
WAVECREST ROAD PIPELINE EXTENSION PROJECT		
PLAN OF WAVE CREST ROAD		1
OF	4	SHEETS

MINIMUM REQUIRED BEARING AREA AGAINST UNDISTURBED EARTH WALL

PIPE SIZE	AREA IN SQUARE FEET AT FITTINGS				
	TEE & CROSS	90°	45°	22½°	11¼°
6	3	5	3	2	2
8	6	8	4	2	2
10	8	11	6	3	2
12	11	15	8	4	2
16	18	25	14	7	4

NOTE:
 1. THRUST BLOCKS SHALL BE PLAIN CONCRETE POURED AGAINST UNDISTURBED EARTH.
 2. CAPS AND PLUGS SHALL HAVE THRUST BLOCKS WITH AREAS AS SPECIFIED FOR TEES, CAPS, PLUGS, FLANGES, AND MECHANICAL JOINTS SHALL BE COVERED WITH 8 MILS OF POLYETHYLENE BEFORE THRUST BLOCKS ARE POURED.
 3. AREA IS IN A PLANE AT RIGHT ANGLES TO THE LINE OF RESULTANT THRUST.
 4. THRUST BLOCKS ARE DESIGNED FOR AN ALLOWABLE SOIL BEARING VALUE OF 3000 LB/S.F. AND 200 P.S.I.G. TEST PRESSURE. AREAS SHALL BE INCREASED FOR SOILS WITH LOWER BEARING VALUES OR FOR HIGHER TEST PRESSURE.

HORIZONTAL THRUST BLOCKS
 DATE: MAY 16
 REV: _____
 DISTRICT STANDARDS
 COASTSIDE COUNTY WATER DISTRICT
 SAN MATEO COUNTY, CALIFORNIA

TABLE FOR WORKING PRESSURE 150 PSI

PIPE SIZE	REQUIRED CONCRETE VOLUME CUBIC FEET		
	OC = 11¼"	OC = 22½"	OC = 45°
6"	11	21	41
8"	19	38	74
10"	29	58	112
12"	41	84	—

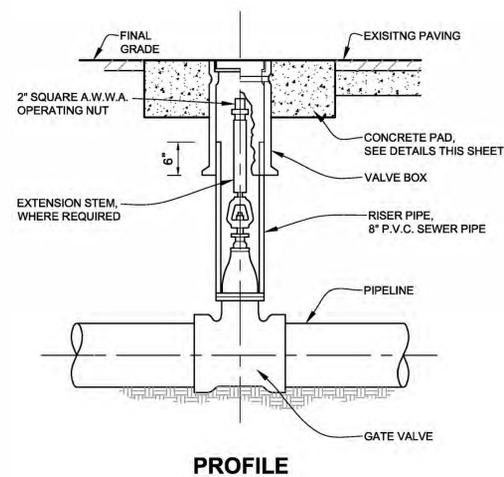
UPLIFT THRUST BLOCK
DOWNTHRUST THRUST BLOCK

VERTICAL THRUST BLOCKS
 DATE: MAY 16
 REV: _____
 DISTRICT STANDARDS
 COASTSIDE COUNTY WATER DISTRICT
 SAN MATEO COUNTY, CALIFORNIA

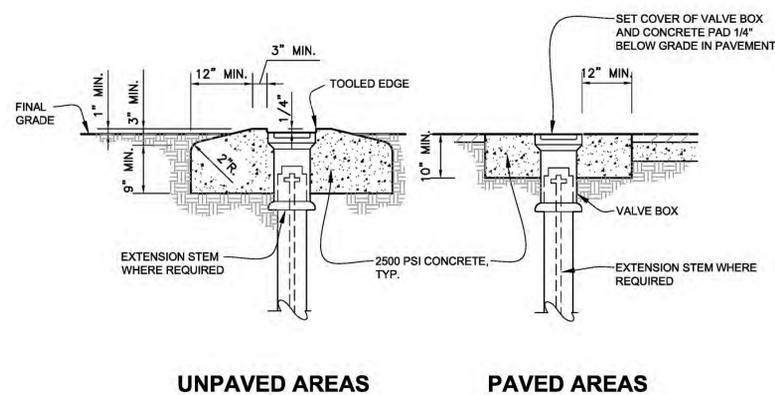
SECTION
 NO SCALE

TRENCH BACKFILL & REPAVING
 DATE: MAY 16
 REV: _____
 DISTRICT STANDARDS
 COASTSIDE COUNTY WATER DISTRICT
 SAN MATEO COUNTY, CALIFORNIA

NOTE:
 THE CONTRACTOR SHALL OBTAIN AN ENCROACHMENT PERMIT FROM THE PUBLIC AGENCY OWNING THE RIGHT OF WAY WHERE THE WORK IS BEING PERFORMED (CITY OF HALF MOON BAY, COUNTY OF SAN MATEO, OR CALTRANS), AND SHALL CONFORM TO ALL REQUIREMENTS OF THAT PERMIT.



TYPICAL DETAIL FOR GATE VALVE
 NO SCALE



TYPICAL DETAIL FOR VALVE BOX CONCRETE PAD
 NO SCALE

JAMES S. TETER
 Consulting Engineer

15 Bayview Drive
 San Rafael, CA 94901

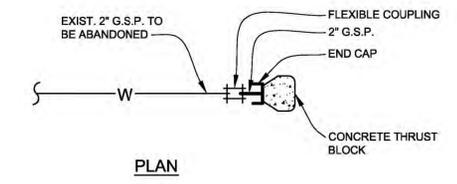
Tel: (415) 453-0754
 Fax: (415) 453-0882
 Email: jsteter@aol.com

DATE: 06/07/16
 DESIGN BY: TETER
 DRAWN BY: RITHY
 APPROVED BY:
 DRAWING NO:

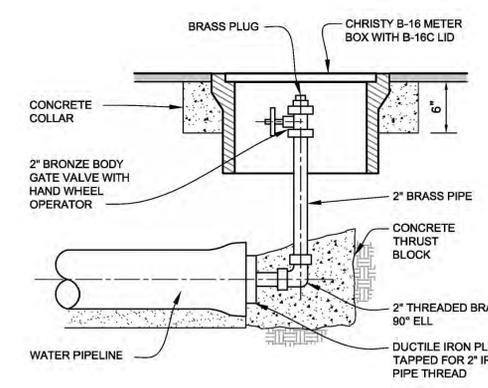
VERIFY SCALES	No.	REVISION	DATE	BY
BAR IS ONE INCH ON ORIGINAL DRAWING.				
0 1"				
IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.				

COASTSIDE COUNTY WATER DISTRICT
 WAVECREST ROAD PIPELINE EXTENSION PROJECT
 PIPING DETAILS

SHEET
3
 OF 4 SHEETS

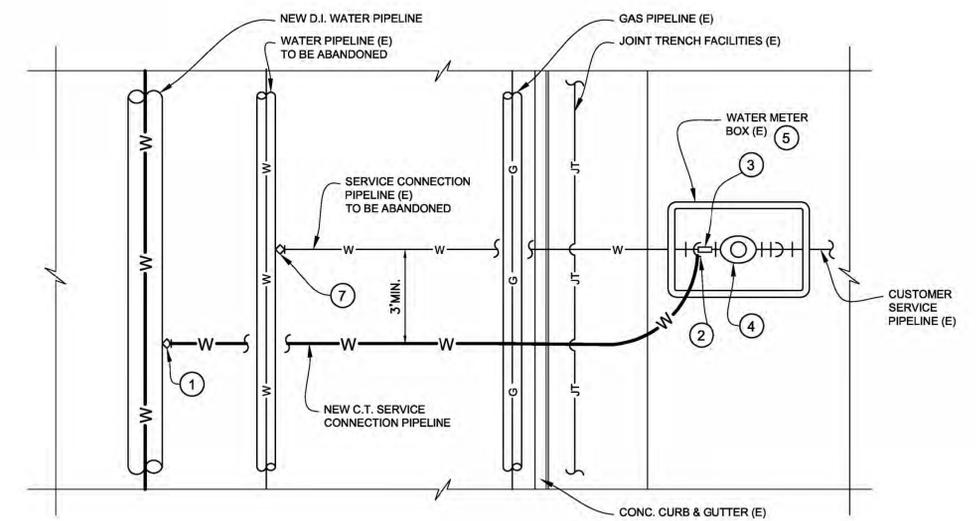


DETAIL FOR ABANDONMENT OF 2" G.S.P.
NO SCALE

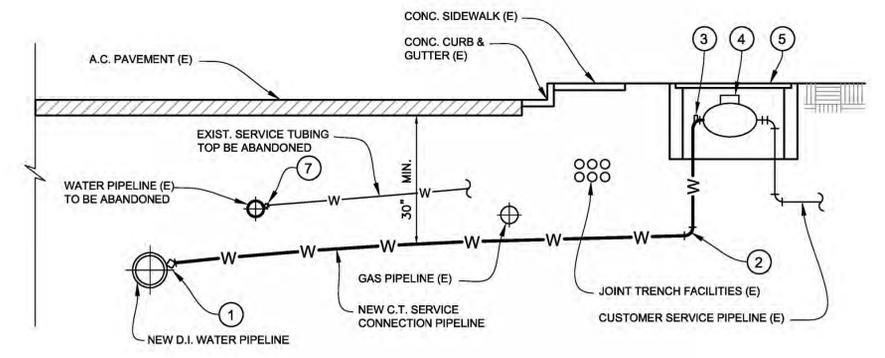


TYPICAL BLOW-OFF VALVE INSTALLATION
NO SCALE

BLOW-OFF VALVE	DATE: MAY 16	DISTRICT STANDARDS
	REV:	COASTSIDE COUNTY WATER DISTRICT
		SAN MATEO COUNTY, CALIFORNIA



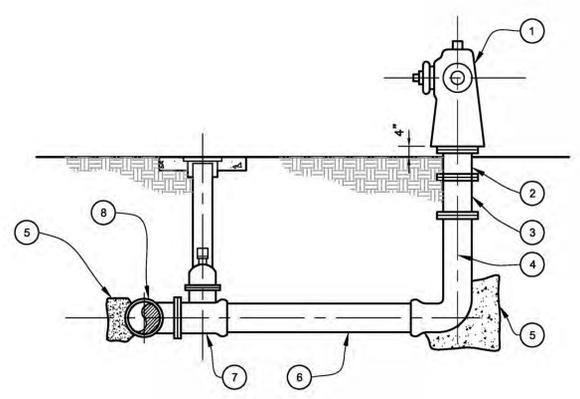
PLAN OF SINGLE SERVICE CONNECTION REPLACEMENT



PROFILE FOR SINGLE & DOUBLE SERVICE CONNECTION REPLACEMENT

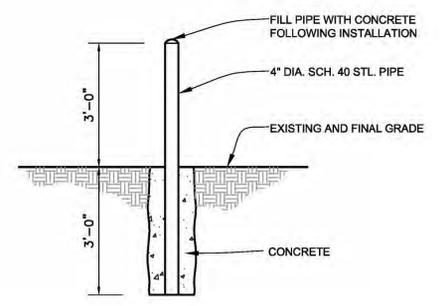
- LEGEND**
- | CIRCLED NUMBER | DESCRIPTION |
|----------------|---|
| 1 | CLOW NO. 960 FIRE HYDRANT |
| 2 | CLOW NO. 400A BREAK-OFF CHECK VALVE |
| 3 | EXTENSION PIECE, LENGTH AS REQUIRED |
| 4 | HYDRANT BURY WITH MECHANICAL JOINT END CONNECTION, LENGTH AS REQUIRED |
| 5 | CONCRETE THRUST BLOCK |
| 6 | 6" DUCTILE IRON PIPE |
| 7 | FLANGE BY MECHANICAL JOINT GATE VALVE |
| 8 | MECHANICAL JOINT BY 6" FLANGE TEE |

- NOTES**
- LOCATION SHALL BE DETERMINED IN FIELD BY DISTRICT PERSONNEL.
 - ORIENT NOZZLES TO SUIT LOCATION.
 - ALL BOLTS AND NUTS SHALL BE TYPE 316 STAINLESS STEEL.
 - BOLLARDS TO PROTECT THE HYDRANT FROM VEHICLES SHALL BE INSTALLED AS DIRECTED BY DISTRICT PERSONNEL.



PROFILE

NEW FIRE HYDRANT
NO SCALE



NOTE: LOCATION OF BOLLARDS SHALL BE DETERMINED IN FIELD BY DISTRICT PERSONNEL.

TYPICAL FOR BOLLARD
NO SCALE

SERVICE CONNECTION REPLACEMENT PIPING LEGEND

- | CIRCLED NUMBER | DESCRIPTION |
|----------------|--|
| 1 | NEW DOUBLE STRAP SERVICE SADDLE AND BALL CORPORATION VALVE. |
| 2 | NEW QUARTER BEND UNION. |
| 3 | REMOVE EXISTING ANGLE METER STOP AND INSTALL NEW METER ANGLE BALL VALVE. CONNECT NEW METER VALVE TO EXISTING WATER METER (OR NEW WATER METER). |
| 4 | EXISTING WATER METER TO REMAIN OR BE REPLACED. |
| 5 | EXISTING WATER METER TO REMAIN OR BE REPLACED. (NOT USED). |
| 7 | EXISTING CORPORATION STOP TO BE CLOSED FOR ABANDONMENT OF THE EXISTING PIPELINE. |

DETAIL FOR SERVICE CONNECTION REPLACEMENT
NO SCALE



JAMES S. TETER
Consulting Engineer

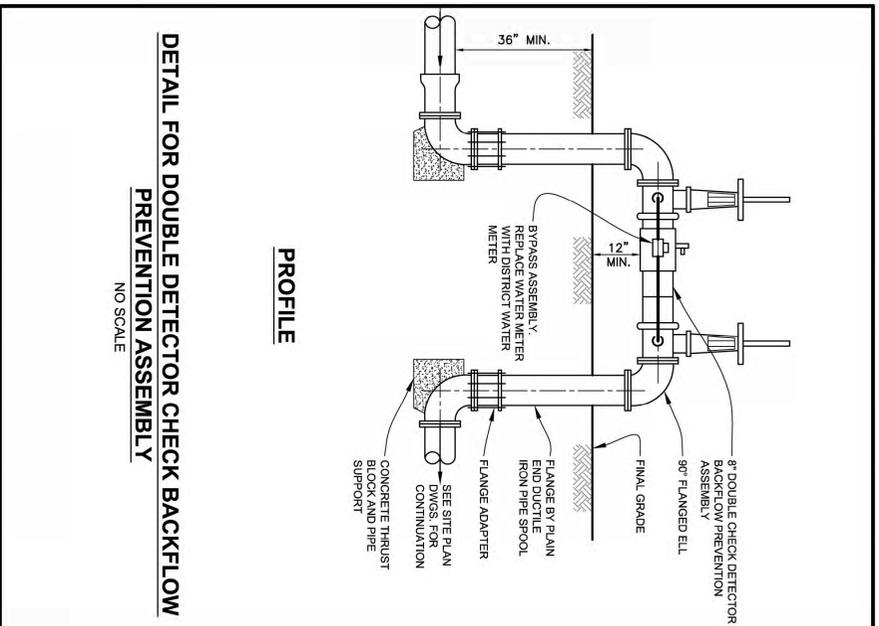
15 Bayview Drive
San Rafael, CA 94901

Tel: (415) 453-0754
Fax: (415) 453-0882
Email: jsteter@aol.com

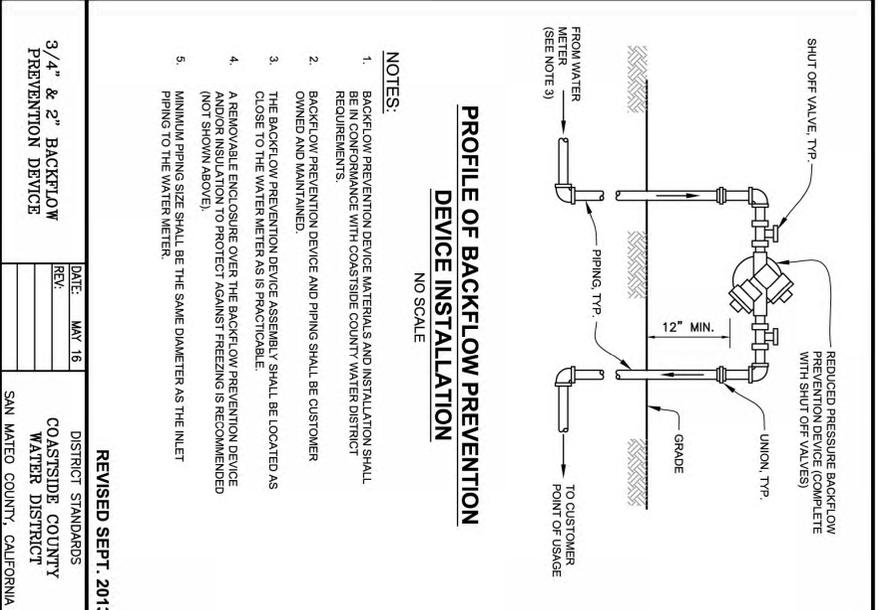
DATE:	06/07/16
DESIGN BY:	TETER
DRAWN BY:	RITHY
APPROVED BY:	
DRAWING NO:	

VERIFY SCALES	No.	REVISION	DATE	BY
BAR IS ONE INCH ON ORIGINAL DRAWING.				
0 1"				
IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.				

COASTSIDE COUNTY WATER DISTRICT
WAVECREST ROAD PIPELINE EXTENSION PROJECT
PIPING DETAILS



DETAIL FOR DOUBLE DETECTOR CHECK BACKFLOW PREVENTION ASSEMBLY
NO SCALE

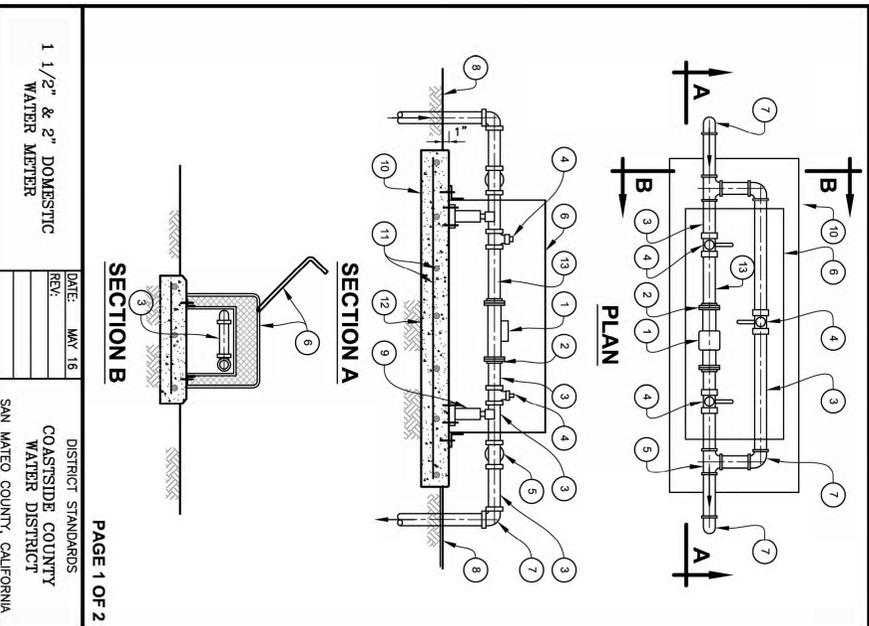


PROFILE OF BACKFLOW PREVENTION DEVICE INSTALLATION
NO SCALE

- NOTES:**
1. BACKFLOW PREVENTION DEVICE MATERIALS AND INSTALLATION SHALL BE IN CONFORMANCE WITH COASTSIDE COUNTY WATER DISTRICT REQUIREMENTS.
 2. BACKFLOW PREVENTION DEVICE AND PIPING SHALL BE CUSTOMER OWNED AND MAINTAINED.
 3. THE BACKFLOW PREVENTION DEVICE ASSEMBLY SHALL BE LOCATED AS CLOSE TO THE WATER METER AS IS PRACTICABLE.
 4. A REMOVABLE ENCLOSURE OVER THE BACKFLOW PREVENTION DEVICE AND/OR INSULATION TO PROTECT AGAINST FREEZING IS RECOMMENDED (NOT SHOWN ABOVE).
 5. MINIMUM PIPING SIZE SHALL BE THE SAME DIAMETER AS THE INLET PIPING TO THE WATER METER.

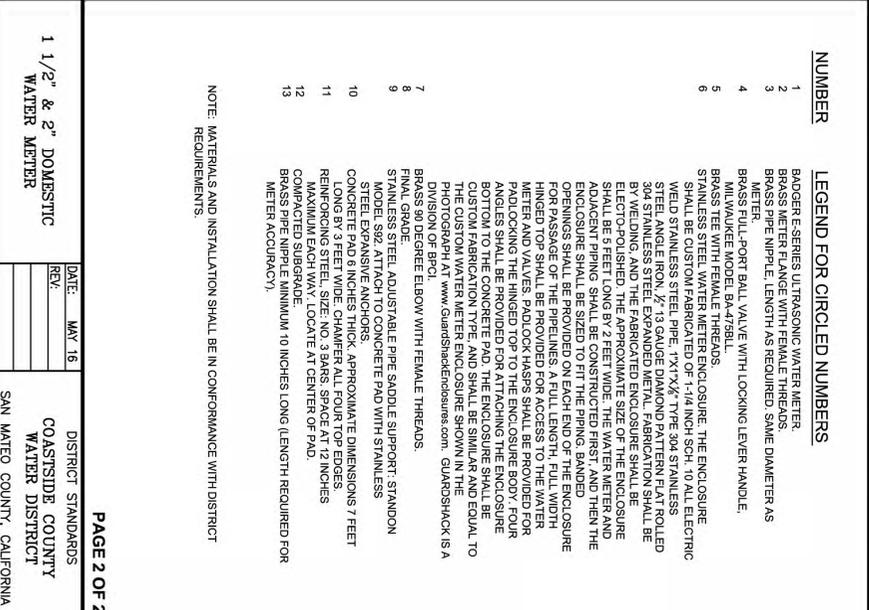
REVISED SEPT. 2013

DATE: MAY 16	DISTRICT STANDARDS
REV:	COASTSIDE COUNTY WATER DISTRICT
SAN MATEO COUNTY, CALIFORNIA	



SECTION B

DATE: MAY 16	DISTRICT STANDARDS
REV:	COASTSIDE COUNTY WATER DISTRICT
SAN MATEO COUNTY, CALIFORNIA	



LEGEND FOR CIRCLED NUMBERS

1. BADGER E-SERIES ULTRASONIC WATER METER.
2. BRASS METEER FLANGE WITH FEMALE THREADS.
3. BRASS METEER NIPPLE, LENGTH AS REQUIRED, SAME DIAMETER AS METEER.
4. MILWAUKEE MODEL BA-4798LL.
5. BRASS TEE WITH FEMALE THREADS.
6. STAINLESS STEEL WATER METER ENCLOSURE. THE ENCLOSURE SHALL BE CUSTOM FABRICATED OF 1/4 INCH SCH. 40 ALL ELECTRIC STEEL OR 304 STAINLESS STEEL. THE ENCLOSURE SHALL BE WELDED, AND THE FABRICATED METAL FABRICATION SHALL BE ELECTRO-POLISHED. THE APPROXIMATE SIZE OF THE ENCLOSURE SHALL BE 5 FEET LONG BY 2 FEET WIDE. THE WATER METER AND ENCLOSURE SHALL BE SIZED TO FIT THE PIPING AND THE OPENINGS SHALL BE PROVIDED ON EACH END OF THE ENCLOSURE FOR PASSAGE OF THE PIPES. A FULL LENGTH, FULL WIDTH HINGED TOP SHALL BE PROVIDED FOR ACCESS TO THE WATER METER AND VALVES. PADLOCK HASPS SHALL BE PROVIDED FOR PADLOCKING THE HINGED TOP TO THE ENCLOSURE BODY. FOUR ANCHORS SHALL BE PROVIDED TO SECURE THE ENCLOSURE TO THE BOTTOM TO THE CONCRETE PAD. THE ENCLOSURE SHALL BE CUSTOM FABRICATED TYPE, AND SHALL BE SIMILAR AND EQUAL TO THE CUSTOM WATER METER ENCLOSURE SHOWN IN THE PHOTOGRAPH AT www.GuardShackEnclosures.com. GUARDSHACK IS A DIVISION OF BPOI.
7. BRASS GREEN ELBOW WITH FEMALE THREADS.
8. FINAL GRADE.
9. STAINLESS STEEL ADJUSTABLE PIPE SADDLE SUPPORT, STANCON MODEL 592, ATTACH TO CONCRETE PAD WITH STAINLESS STEEL EXPANSIVE ANCHORS.
10. CONCRETE PAD 8 INCHES THICK, APPROXIMATE DIMENSIONS 7 FEET BY 7 FEET. THE CONCRETE PAD SHALL BE REINFORCED WITH 4 #4 BARS. REINFORCING STEEL SHALL BE SPACED AT 12 INCHES MAXIMUM EACH WAY, LOCATE AT CENTER OF PAD.
11. COMPACTED SUBGRADE.
12. BRASS PIPE NIPPLE, MINIMUM 10 INCHES LONG (LENGTH REQUIRED FOR METER ACCURACY).
13. NOTE: MATERIALS AND INSTALLATION SHALL BE IN CONFORMANCE WITH DISTRICT REQUIREMENTS.

SECTION B

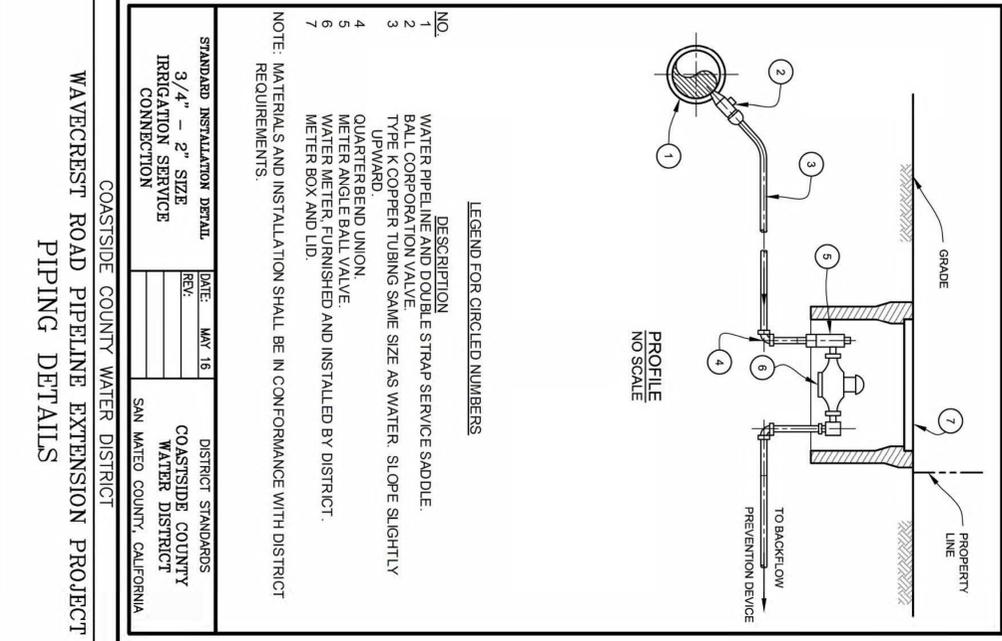
DATE: MAY 16	DISTRICT STANDARDS
REV:	COASTSIDE COUNTY WATER DISTRICT
SAN MATEO COUNTY, CALIFORNIA	



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DATE: 08/07/16	DESIGN BY: TETTER
DRAWN BY: RITNEY	APPROVED BY: [Signature]
DRAWING NO.:	

DATE: MAY 16	DISTRICT STANDARDS
REV:	COASTSIDE COUNTY WATER DISTRICT
SAN MATEO COUNTY, CALIFORNIA	



LEGEND FOR CIRCLED NUMBERS

1. WATER PIPELINE AND DOUBLE STRAP SERVICE SADDLE.
 2. BALL CORPORATION VALVE.
 3. TYPE K COPPER TUBING SAME SIZE AS WATER. SLOPE SLIGHTLY UPWARD.
 4. QUARTER BEND UNION.
 5. WATER ANGLE BALL VALVE.
 6. WATER METER, FINISHED AND INSTALLED BY DISTRICT.
 7. METER BOX AND LID.
- NOTE: MATERIALS AND INSTALLATION SHALL BE IN CONFORMANCE WITH DISTRICT REQUIREMENTS.

DATE: MAY 16	DISTRICT STANDARDS
REV:	COASTSIDE COUNTY WATER DISTRICT
SAN MATEO COUNTY, CALIFORNIA	

COASTSIDE COUNTY WATER DISTRICT
WAVECREST ROAD PIPELINE EXTENSION PROJECT
PIPING DETAILS

8/5/16

Coastside County Water District

**WATER SYSTEM SPECIFICATIONS
FOR
WAVECREST ROAD PIPELINE EXTENSION PROJECT**

PART 1 - GENERAL

1.01 DESCRIPTION

- A. Specifications. This document contains the technical specifications for the project entitled “Wavecrest Road Pipeline Extension Project”. This Project consists of the following 2 sections:
1. Section 1. Consists of approximately 180 linear feet of 8 inch pipeline beginning at the CCWD’s existing 16 inch pipeline located within the Cabrillo Highway South and extending west within Wavecrest Road. This section of the Project was initially named Non-Complex Pipeline Extension to 1410 South Cabrillo Highway. The purpose of this section of the Project is to provide water service to the proposed Cameron’s Best Western Hotel. Cost of construction will be paid by the project Applicant, Cameron Palmer.
 2. Section 2. Consists of approximately 250 linear feet of 4 inch pipeline beginning at the western terminus of the 8 inch Section 1 pipeline and extending west within Wavecrest Road. The purpose of this section of the Project is to replace an existing 2 inch pipeline. Cost of construction will be paid by the CCWD.

This document is not a complete set of specifications for the project. The Applicant and their engineer are responsible for all project specifications and contract documents other than this Water System Specifications document.

- B. Drawings. This document shall be used in conjunction with the drawings prepared for the project. These drawings are titled “Wavecrest Road Pipeline Extension Project”, Sheets 1-4, prepared by James S. Teter, Consulting Engineer. These drawings shall also be coordinated with the project drawings for the proposed Cameron’s Best Western Hotel.

1.02 REGULATORY AGENCIES

- A. **Water System.** All water system work shall be in conformance with the rules and regulations of the Coastside County Water District, County of San Mateo Department of Health Services, and the State Department of Health Services.
- B. **Safety.** All work shall be in conformance with applicable State and Federal laws and regulations, rules and orders and as may be necessary in order that the work is performed in a safe manner and that the safety and health of the employees and the people of local communities is safeguarded.
- C. **Work Within City of Half Moon Bay Right of Way Area Including Trench Backfill and Repaving.** All work within the right of way area of Wavecrest Road shall be performed in conformance with the requirements of the encroachment permit obtained from the City of Half Moon Bay for the project by the Applicant's Contractor.
- D. **Work Within Caltrans Right of Way Area Including Trench Backfill and Repaving.** All work within the right of way area of South Cabrillo Highway shall be performed in conformance with the requirements of the encroachment permit obtained from Caltrans for the project by the Applicant's Contractor.
- E. **Pollution Abatement.** All work shall be performed in conformance with NPDES (National Pollutant Discharge Elimination System) regulations as well as with all other applicable pollution abatement rules and regulations.

1.03 PERMITS

Prior to beginning work, the Applicant or the project Contractor shall obtain all permits required for the work. Known permits to be obtained are an Encroachment Permit from the City of Half Moon Bay and an Encroachment Permit from Caltrans.

1.04 INSPECTION

- A. **Responsible Agency:**
 - 1. **Water System Work.** Inspection of water system facilities including sand backfill around piping will be performed by the CCWD. CCWD inspection fees shall be paid by the Applicant. The Applicant or the Contractor shall retain a qualified soils engineer who shall perform field tests and certify in writing prior to project acceptance that the backfill is in conformance with project requirements. All inspection fees and soils testing costs shall be paid by the Applicant or the Contractor.
 - 2. **Trench Backfill and Repaving.** Inspection of trench backfill and repaving above the sand backfill around piping shall be performed by the City of Half

- Moon Bay for work within the Wavecrest Road right of way area, and by Caltrans for work within the South Cabrillo Highway right of way area.
- B. Notification. The CCWD shall be notified by the Contractor 10 days prior to the proposed start of construction of water system facilities. If construction is not continuous, the CCWD shall be notified at least 48 hours in advance of the resumption of construction.
 - C. Observation. The CCWD and their authorized representatives shall at all times have access to the work, and the Contractor shall furnish every reasonable facility for ascertaining that the materials and workmanship are in accordance with CCWD requirements. All work performed and all materials furnished shall be subject to the CCWD's on-site and off-site observations. The CCWD will observe and inspect facilities solely to protect the interests of the CCWD and to determine whether the completed work is acceptable for incorporation into the CCWD system. The CCWD does not assume thereby any responsibility for the safety practices of the Contractor. The Contractor is responsible for the correct location of all facilities which are installed. All work shall be inspected by the CCWD prior to backfill. Work which has been backfilled prior to inspection by the CCWD shall be uncovered for observation at the expense of the Contractor.

1.05 CHANGES

All work shall be performed in conformance with the project documents approved by the CCWD. Changes shall not be made without the written approval of the CCWD.

1.06 REPAIR OF DAMAGE

The Contractor shall repair at his expense any damage to CCWD or other property caused by his work. At the option of the CCWD, repairs to CCWD facilities will be completed by the CCWD with the cost of the repair work being paid by the Contractor.

1.07 SITE CONDITIONS

The CCWD has performed no investigation of subsurface conditions in the work area. The Contractor shall visit the site prior to submitting his bid and shall be responsible for making his own evaluations, inspections and determinations of all site conditions, including subsurface.

1.08 LINES AND GRADES

The Contractor will be solely responsible for all lines and grades. At no cost to the Contractor, the CCWD will field locate existing water system facilities based

on best available information. However, this CCWD locating assistance is not guaranteed to be either accurate or complete. The Contractor shall uncover all existing facilities by hand excavation (potholing) ahead of his machine excavation work. Where the project drawings indicate the location of water system facilities with respect to property corners or easement boundaries, the Applicant or the Contractor shall retain the services of a licensed land surveyor to field locate each property corner and easement boundary required for installation of the new water system facilities at the proper locations.

1.09 SALVAGEABLE MATERIALS

Existing CCWD materials removed during the normal prosecution of work deemed salvageable by the CCWD, except as otherwise noted on the project drawing to be reused, shall remain under CCWD ownership and shall be delivered to the CCWD corporation yard by the Contractor.

1.10 PERSONAL LIABILITY

Neither the CCWD, its Engineer, nor any of the CCWD officers or employees shall be personally responsible for any liability arising under or by virtue of the Contractor's work.

1.11 QUALITY ASSURANCE

- A. Performance Test. Prior to project completion, the Contractor shall demonstrate to the CCWD that all water system facilities perform in the manner in which they are intended for use.
- B. Leakage Test. All water pipelines, service tubing and piping accessories shall be tested for leakage in conformance with the requirements contained in Part 3 of this document.
- C. Disinfection. All potable water pipelines, service tubing and piping accessories shall be disinfected in conformance with the requirements contained in Part 3 of this document.

1.12 REFERENCES TO STANDARD SPECIFICATIONS AND REGULATIONS

- A. Reference to standard specifications, manuals or codes of any technical society, organization or association, or to the laws or regulations of any governmental authority, whether such reference be specific or by implication, shall mean the latest standard specification, manual, code, law or regulation in effect at the time

the time the project documents are prepared (date shown on Specification document).

PART 2 - MATERIALS

2.01 GENERAL REQUIREMENTS

- A. All materials shall be in conformance with CCWD rules and regulations for “approved” materials.
- B. All materials shall be new.
- C. Manufacturers furnishing pipe, valves, or piping accessories shall have had similar products in successful operation under similar operating conditions for a period of at least 5 years, and shall if requested submit a list of representative installations.
- D. Materials in contact with drinking water shall be certified as meeting the specifications of NSF International/American National Standard Institute (NSF/ANSI)1-2005/Addendum 1.0-2005(Drinking Water System Components—Health Effects). This requirement shall be met under testing conducted by a product certification organization accredited for this purpose by the American National Standards Institute.
- E. Pipe materials, plumbing fittings or fixtures, and solder or flux shall be “lead free” as defined in California Health & Safety Code, Paragraph 116875, subd.(a). and subd. (d).

2.02 SHOP DRAWING REQUIREMENTS

- A. CCWD-Approved Materials. Where specific materials are listed below by manufacturer’s name and model number, they are District-approved materials by CCWD Resolution No. 2003-11. No shop drawing submittals are required for these CCWD-approved materials.
- B. Approved Equal Materials. Where the term “or approved equal” is used below, the Contractor may propose the use of alternative materials to those named by submitting shop drawings for the proposed alternative materials. Five copies of each shop drawing shall be submitted to the CCWD for review. The shop drawing submittal information shall be as required to demonstrate to the satisfaction of the CCWD that the material is equal to the District-approved material. No alternative materials shall be incorporated into the work until they have received the CCWD’s favorable review. Where the term “or approved equal” is not utilized below, no alternatives will be considered by the CCWD.
- C. Contractor Verification. Where model, style or types of manufacturer’s products are listed below, they are intended to indicate a standard of quality. The Contractor shall verify that the referenced model, style or type is correct for the

actual project application prior to ordering the materials. When listed model numbers are no longer available or are incorrect, the District will provide new model numbers for District-approved materials.

2.03 DUCTILE IRON PIPE

- A. Pipe. Pipe shall normally be ductile iron pipe with push-on joints conforming to AWWA Standard C151, thickness Class 52. Where flanged joint pipe is required it shall conform to AWWA Standard C115, thickness Class 53.
- B. Pipe Joints:
 - 1. Push-On Pipe Joints. Push-on pipe shall normally be utilized for all buried piping except where otherwise indicated on the project drawings or otherwise required. Push-on joints shall conform to AWWA Standard C111 with restrained type "Field-Lok" gaskets as manufactured by U.S. Pipe and Foundry Co.
 - 2. Flanged Joint Pipe. Flanged joint pipe shall be utilized in buried piping where shown on the Contract Drawings or required. All above grade pipe shall have flanged joints. Flanges shall be in conformance with AWWA C115. Flanges shall be Class 125, B16.1, rated for a service pressure of 250 psi. Bolts and nuts for all flanged joints shall be Type 316 stainless steel.
- C. Fittings:
 - 1. Fittings for Push-On Joint Pipe. Fittings shall be ductile iron conforming to AWWA Standard C153. Fittings shall be mechanical joint type. Fittings shall be furnished and installed with joint restraint devices. Restraint devices for mechanical joint fittings shall be Series 1100 Megalug Retainer glands as manufactured by EBBA Iron Sales, Inc. Retainer glands shall be factory coated with the manufacturer's Mega-bond system. The accessory kit shall be Type 316 stainless steel.
 - 2. Fittings for Flanged Pipe. Fittings shall be ductile iron conforming to AWWA C110. Fittings shall be screw-on type, normally Class 125, B16.1 Type, designed for a service pressure of 250 psi. Bolts and nuts for flanged joints shall be Type 316 stainless steel. Gaskets shall normally be 1/8 inch thick non-asbestos composition type.
- D. Exterior Coating. Pipe and fittings shall be furnished with a 1 mil thick asphaltic coating. The finished coating shall be the manufacturer's standard conforming to AWWA requirements.
- E. Interior Lining. Pipe and fittings shall be cement lined in conformance with AWWA Standard C104.

- F. Polyethylene Encasement. Polyethylene encasement shall be tube type, conforming to AWWA Standard C105. Color may be Class A natural or Class C black.

2.04 COPPER TUBING

- A. Tubing:
 - 1. Buried Tubing. Copper tubing for buried service shall be Type K (soft) conforming to ASTM B88.
- B. Tubing Joints and Fittings.
 - 1. Buried Tubing. Joints and fittings for buried copper tubing shall be compression type which do not require flaring or soldering. Service fittings shall be Mueller Series 110 compression connections.

2.05 BRASS PIPE

- A. Brass pipe shall be in conformance with ASTM-B43, regular. Joints shall threaded type.

2.06 GATE VALVES

- A. Gate Valves 4 Inches in Diameter and Larger. Gate valves shall be resilient-wedge type conforming to AWWA C509 and the following additional requirements. Valves shall be rated at 250 psi working pressure. All body and bonnet bolts, studs, and nuts shall be Type 316 stainless steel. Stem seals shall be O-ring type. Valve operators shall be bronze 2 inch square nut type. Valve end connections shall be mechanical joint type except where flanged end connections are required. The interior and exterior of the valve body shall be coated with 10 mils minimum of epoxy material which conforms to AWWA Standard C550. The CCWD-approved valve is the Mueller Co. A-2362 Series.
- B. Gate Valves 3 Inches in Diameter and Smaller. Valves shall be rated for 200 psi service, and shall be bronze body, solid wedge disc, non-rising stem, handwheel operated type with screwed end connections.

2.07 TAPPING SLEEVES AND TAPPING VALVES

- A. Tapping Sleeves. The CCWD-approved tapping sleeve is the JCM Model 6432 all stainless steel tapping sleeve with Type 316 stainless steel body, bolts and nuts.

- B. Tapping Valves. The CCWD-approved tapping valve is the Mueller tapping gate valve conforming to the specifications requirements for Gate Valves in Paragraph 2.06 above. The valve outlet end connection shall be a mechanical joint type.

2.08 VALVE BOXES AND RISER PIPE

- A. Valve Boxes. Valve boxes shall be Christy Model G-5 with cast iron lids with the work "Water" cast into the lid.
- B. Riser Pipe. Riser pipe for the valve operator shall be 8 inch diameter PVC sewer pipe conforming to ASTM D-3034, SDR 35.

2.09 THRUST RESTRAINT DEVICES

- A. The following thrust restraint devices shall be provided where shown on the project drawings or otherwise permitted by the CCWD:
 - 1. Mechanical Joint Retainer Glands: Series 1100 Megalug Retainer Glands with Type 316 stainless steel accessory kit, a product of EBBA Iron Sales, Inc.

2.10 WATER METERS

- A. Water Meters. Water meters shall be products of Badger Meter. The Contractor shall purchase all required water meters from the CCWD in order to assure compatibility with current requirements including the automatic meter reading system.

2.11 METER BOXES

- A. Meter boxes shall be concrete, and shall be products of Christy Concrete Products, Inc. Lids shall have the work "Water" cast into the top. Extension pieces shall be provided as required so that the bottom of the meter box assembly is equal in elevation with the bottom of the meter or other device inside the box or as shown on the District Standard Installation Details or as directed by District field personnel. For water meter service connections, the following boxes and lids shall be provided:

CHRISTY METER BOXES AND LIDS

<u>Water</u> <u>Meter Size</u>	<u>Box</u> <u>No.</u>	<u>Non-Traffic</u> <u>Lid No.</u>
-----------------------------------	--------------------------	--------------------------------------

3/4"	B9	“P” type
1"	B16	“P” type
2", 3"	B36	“P” type

The “P” type lids are fabricated of reinforced concrete with a 1-3/4 inch hole for the automatic meter reading device.

2.12 SERVICE SADDLES

- A. Service saddles shall be double strap type with bronze bodies and straps rated for a working pressure of 200 psi. Outlet shall be either AWWA taper or IPT as required for the pipe fitting to be connected to the saddle. Service saddles shall be Mueller BR2B Series.

2.13 SERVICE FITTINGS FOR COPPER TUBING

- A. Service fitting shall be Mueller Series 110 compression connections as listed below:

<u>Description</u>	<u>Mueller Model Number</u>	
	<u>3/4" & 1" Size</u>	<u>1-1/2" & 2" Size</u>
Ball Corporation Valve	B-25028	B-25008
Meter Angle Ball Valve	B-24258	B-24276
Union	H-15403	H-15403
Tee	H-15381	H-15381
Quarter Bend Union	H-15526	H-15526

2.14 FIRE HYDRANT ASSEMBLIES

- A. Fire hydrants shall be Clow Model 960 with one 4-1/2 inch outlet and two 2-1/2 inch outlets. Each hydrant shall be provided with a Clow No. 400A breakoff check valve. The hydrant bury shall have a mechanical joint type end connection.

2.15 BOLLARDS (GUARD POSTS)

- A. Bollards shall be 4 inch diameter Schedule 40 galvanized steel pipe, 6 feet long.

2.16 UTILITY WARNING TAPE

- A. Utility warning tape shall be 6 inch wide, polyethylene, blue tape with black letters reading "Caution Buried Water Line Below", Seaton Item 37244 or approved equal.

2.17 CONCRETE

- A. Concrete shall contain a minimum 564 pounds of Portland cement per cubic yard. Minimum compressive strength after 28 days shall be 3,500 psi.

2.18 SAND BEDDING AND BACKFILL MATERIAL

Sand for use in bedding and backfilling water pipelines and service tubing shall conform the requirements contained in the current edition of "Standard Specifications" issued by Caltrans (California Department of Transportation), Section 19. Use of beach sand will not be permitted. In addition, the material shall have a resistivity of 1,000 ohm-cm or higher when tested by the water-saturated soil box method.

2.19 TRENCH BACKFILL MATERIALS AND REPAVING MATERIALS

- A. Cabrillo Highway South Right of Way Area. Materials shall conform to the requirements of Caltrans. In addition, the material shall have a resistivity of 1,000 ohm-cm or higher when tested by the water-saturated soil box method.
- B. Wavecrest Road Right of Way Area. Materials shall conform to the requirements of the City of Half Moon Bay. In addition, the material shall have a resistivity of 1,000 ohm-cm or higher when tested by the water-saturated soil box method.

2.20 WATER

Water shall be potable water unless otherwise permitted by the CCWD, and will be made available to the Contractor by the CCWD from available facilities at or in the vicinity of the work site. Cost of water shall be paid by the Contractor using a portable meter obtained from the District.

2.21 BACKFLOW PREVENTION ASSEMBLIES

- A. Fire Protection Assembly Backflow Prevention Assembly.
 - 1. The backflow prevention assembly shall be a lead free double check detector assembly. It shall consist of two independent tri-link check

modules within a single housing, sleeve access port, four test cocks and two drip tight shutoff valves. Tri-link checks shall be removable and serviceable without the use of special tools. The housing shall be constructed of Type 304 Schedule 40 stainless steel pipe with groove end connections. Tri-link checks shall have reversible elastomer discs and when in operation shall produce drip tight closure against reverse flow caused by backpressure or backsiphonage.

2. The bypass assembly shall consist of a water meter, a double check backflow assembly and required test cocks. The factory-furnished meter shall be replaced in the field with a CCWD water meter equipped with the CCWD's automatic reading device.
3. The gate valves for the main line assembly shall be furnished as an integral part of the backflow prevention assembly. They shall be UL & FM approved type outside stem and yoke resilient seated gate valves.
4. The backflow prevention assembly shall be approved by and meet the standards of the following organizations: approved by the Foundation for Cross-Connection Control and Hydraulic Research at The University of Southern California, UL classified, FM approved, and NSF certified.
5. Submittals: provide a shop drawing submittal for the backflow prevention assembly.
6. Manufacturer. The backflow prevention assembly shall be an 8 inch size lead free Series LF757DCDAOSY Double Check Detector Assembly as manufactured by Watts.

B. Domestic Water Service and Landscape Irrigation Systems Backflow Prevention Assemblies:

1. The backflow prevention assembly shall be a reduced pressure zone assembly. The assembly shall consist of an internal pressure differential relief valve located in a zone between two positive seating check modules with captured springs and silicone seat discs. Seats and seat discs shall be replaceable in both check modules and the relief valve. There shall be no threads or screws in the waterway exposed to line fluids. Service of all internal components shall be through a single access cover secured with stainless steel bolts. Body and shutoffs shall be constructed using lead free cast copper silicon alloy materials.
2. The backflow prevention assembly shall also include two resilient seated isolation valves, four resilient seated test cocks, and an air gap drain fitting.

3. The backflow prevention assembly shall be approved by and meet the standards of the following organizations: approved by the Foundation for Cross-Connection Control and Hydraulic Research at the University of Southern California, AWWA C511 conformance, UL classified, UPC approved.
4. Submittals. Provide a shop drawing submittal for each backflow prevention assembly.
5. Manufacturer. Backflow prevention assemblies shall be Series LF009 reduced pressure zone assemblies as manufactured by Watts.

PART 3 - EXECUTION

3.01 SEQUENCE OF UNDERGROUND UTILITY CONSTRUCTION

- A. The sequence of underground utility construction shall be that the deepest utility system shall be constructed first and the shallowest last, except that construction of water pipelines shall in all instances be constructed before the joint electrical trench facilities.

3.02 EXISTING UNDERGROUND UTILITIES

- A. Prior to beginning work the Contractor shall notify USA to have the location of all underground utilities marked in the field. Prior to beginning machine excavation the Contractor shall verify the exact location of each underground utility by hand excavation (potholing).

3.03 SITE MEETING WITH DISTRICT FIELD PERSONNEL

- A. General. Prior to beginning work the Contractor shall arrange a meeting at the site with District field personnel to review the work requirements. The District will require satisfactory evidence such as field survey stakes or property corner survey markers of the location of the property line adjacent to which meter boxes and fire hydrants are to be installed before the exact location of meter boxes and fire hydrants can be determined.
- B. Easement Staking. For pipelines to be constructed on private property within an easement, the Applicant shall retain the services of a licensed land surveyor to install stakes on the edges of the easement. A stake shall be installed at each easement angle point and at a maximum distance of 50 feet apart between angle points. The surveyor shall provide a letter to the District describing the

work performed, and a copy of the easement description shall be attached to the letter.

3.04 TRENCH EXCAVATION, BACKFILL AND REPAVING

- A. Trench Excavation. Trenching for pipe and service tubing shall be in open cut unless otherwise permitted by the CCWD. Existing pavement shall be cut with a pavement saw. Existing vegetation shall be preserved and protected. Tree roots over 2 inches in diameter shall not be cut or otherwise damaged. In unpaved areas topsoil shall be removed, stockpiled, and replaced after completion of trench backfilling. Work shall be performed to minimize disruption of traffic and so as not to obstruct driveways and other access roadways. Excavation shall be to a minimum depth of 4 inches below the pipe grade to accommodate the pipe bedding material. All pipe and service tubing shall be bedded in a 4 inch thick layer of sand.
- B. Trench Backfill:
 - 1. Pipe Zone Backfill. Backfilling work shall not begin until the CCWD has completed its inspection of the piping work. All pipe and service tubing shall be backfilled with sand to a depth of 12 inches over the pipe. The sand shall be compacted to a minimum relative compaction of 95%.
 - 2. Upper Level Backfill: Aggregate base compacted to minimum relative compaction of 95%.
- C. Trench Repaving: Conform to the requirements of the encroachment permit obtained by the Contractor from the City of Half Moon Bayh.
- D. Steel Traffic Plates. Contractor shall have available in the vicinity of the job site a sufficient number of steel traffic plates to cover 20 linear feet of trench. These plates shall be utilized as required to maintain traffic flow in streets, allow access to driveways and similar private roadways, and for passage of emergency vehicles. Normally all trenches shall be backfilled at the completion of each work day and temporary asphalt concrete paving installed in all areas which had existing pavement including sidewalks.
- E. Disposal of Excavated Materials. Excess and unsuitable materials shall be disposed of off the site in conformance with the requirements of regulatory agencies.

3.05 PIPING GENERAL REQUIREMENTS

- A. Location:
 - 1. Pipelines. Pipelines shall be installed true to line and grade as shown on the project drawings. Buried pipelines shall be installed at a continuously sloping grade between points of given elevation without low or high points.

If high points cannot be avoided, an air release valve assembly shall be provided. Location of the pipeline may be modified by the CCWD to clear obstructions. Depth of cover over the pipeline to finish grade shall be as shown on the Improvement Plans.

2. Service Connection Tubing. Tubing shall be installed at a continuously sloping grade upward from the connection point with the water pipeline to the water meter box without low or high points. Tubing shall be installed with a minimum depth of cover of 30 inches unless otherwise permitted by the CCWD.
-
- B. Handling. Pipe and service tubing shall be handled carefully to prevent damage. Pipe and service tubing shall be plugged at the end of each work day and at other times as required to prevent the entry of water or foreign material.
 - C. Trench Conditions. Pipe and service tubing shall have a full, even bearing on the top of the trench bedding material. All piping shall be laid in the dry; the Contractor shall dewater the trench as required. Piping ends shall be clean when joints are made.
 - D. Clearance Distances of Water Pipelines from Other Underground Utilities and Facilities. Water pipelines and service tubing shall be installed with the following minimum clearances from other underground utilities:
 1. Electrical Wires or Conduits, Storm Drains, Telephone Conduits, Cable TV Wires or Conduits, Other Utilities, and Other Facilities. Minimum horizontal clearance shall be 4 feet; minimum vertical clearance shall be one foot.
 2. Sanitary Sewers Including House Laterals. Minimum horizontal clearance shall be 10 feet; minimum vertical clearance shall be one foot. Water pipelines shall pass over sanitary sewers where feasible. The Contractor shall provide written documentation to the CCWD for each instance where a sanitary sewer line is passing over a water pipeline.
 - E. Thrust Restraints. All piping shall be adequately braced against thrust. Buried pipe shall be provided with concrete thrust blocks in conformance with the CCWD Standard Installation Details. Concrete thrust blocks are required for restrained joint type pipe fittings.
 - F. Connections to Existing Water Pipelines. Connections of new water pipelines to existing water pipelines shall be made in a manner which does not require taking the existing water pipeline out of service. Where required, connections shall be made by the "hot tap" method. It shall be the responsibility of the Contractor to verify by actual field measurement all existing site conditions including the size and type of the existing pipeline prior to ordering the tapping sleeve and tapping valve for the hot-tap connection.

- G. Leakage Test. All piping shall be tested for leakage in conformance with the requirements specified for each type of pipe. The Contractor shall provide all materials and labor required for the leakage test including the pump, pressure gauge, corporation stops, and temporary plugs and thrust blocks. The procedure shall be to (1) fill the pipeline with water to the required test pressure, (2) disconnect the test pump hose and wait for the duration of the test period to elapse, (3) reconnect the test pump and measure the volume of water required to re-establish the test pressure. Following completion of the test the Contractor shall dispose of the leakage test water in conformance with NPDES regulations. It shall be the Contractor's responsibility to block off during the testing all piping appurtenances which may be damaged by the test pressure and to provide suitable thrust restraints. Leakage testing shall be witnessed by the District.
- H. Disinfection and Bacteriological Testing:
1. General. All piping systems conveying potable water shall be disinfected. Disinfection shall be in conformance with AWWA Standard C651 except as otherwise required by this document. The Contractor shall provide all materials and labor required for the disinfection process and shall dispose of the disinfection solution in conformance with NPDES requirements including dechlorination.
 2. Procedure:
 - a. Preliminary Preparation. The system shall be flushed with water to remove any dirt introduced into the piping during construction operations. All service outlets and fire hydrants shall be opened and the flushing operations continued until clear water flows from each outlet (Note: flushing shall be deferred until after completion of the disinfection process if tablets have been placed in the pipeline during the construction for disinfection).
 - b. Introduction of Disinfection Agent. The disinfection agent may be any chlorine compound approved by AWWA C651. The disinfection agent shall be injected slowly and continuously into the system until tests indicate a chlorine residual concentration of at least 25 mg/L at each pipeline outlet. All outlets shall then be closed and this condition maintained for 24 hours.
 - c. Preliminary Tests. After 24 hours tests shall be made for residual chlorine at each pipeline outlet. The minimum acceptable concentration shall be 10 mg/L. If the concentration is less than 10 mg/L, the disinfection procedure shall be repeated. If the concentration at each outlet is over 10 mg/L, the system shall be flushed out until a test at each outlet indicates a chlorine residual of less than 1.0 mg/L.
 - d. Bacteriological Analyses. The CCWD will obtain samples from the piping being disinfected and have bacteriological analyses performed by a State certified laboratory. The number of samples taken shall conform to AWWA C651 (unless otherwise permitted by the District)

and State Department of Health Services requirements. Costs of bacteriological analyses shall be paid by the Contractor.

- e. Final Approval. The requirement for final approval is that each water sample analyzed shall be in conformance with State disinfection requirements. If all bacteriological analyses are not in conformance with these requirements the disinfection procedure shall be repeated.
- f. Disinfection by Spraying or Swabbing. Water piping installations which cannot be disinfected using the procedure described above shall be disinfected by spraying or swabbing the pipeline interior with a minimum 1% chlorine solution immediately prior to installation.

3.06 DUCTILE IRON PIPE INSTALLATION

- A. General. Pipe installation shall be in conformance with Sections 1 through 3 of AWWA Standard C600 except as otherwise required by this Specification section. Pipe installation shall also be in conformance with the recommendations of the manufacturers of the pipe and fittings.
- B. Handling. Pipe shall be handled using pipe slings. Use of a forklift will not be permitted. Pipe ends shall be kept clean and shall be plugged at the end of each day's work or when pipe is not being laid to prevent the entry of water or foreign material.
- C. Restrained Joints and Concrete Thrust Blocks. All pipe joints shall be restrained using the materials described in Part 2 of this Specification section and also with a concrete thrust block.
- D. Pipe Taps. Pipe taps will be permitted in accordance with the following schedule:

Pipe Tap Schedule

<u>Pipe Diameter</u>	<u>Maximum Tap Size</u>	
	<u>Without Saddle</u>	<u>With Saddle</u>
4"	3/4"	2-1/2"
6"	1-1/4"	2-1/2"
8"	1-1/2"	2-1/2"
10" and larger	2"	2-1/2"

If the piping connection of larger pipes than permitted for taps is required, standard tee fitting shall be utilized.

- E. Maximum Pipe Joint Deflection. Special care shall be taken so as not to exceed the manufacturer's recommendations for joint deflection. For bends exceeding the applicable deflection, fittings shall be installed.
- F. Polyethylene Encasement. All ductile iron piping including pipe, fittings, valves and piping appurtenances shall be polyethylene encased. Installation shall be in conformance with either Methods A or B of AWWA Standard C105. The polyethylene encasement shall prevent contact between the piping and the surrounding backfill and bedding material but is not intended to be a completely airtight or watertight enclosure. Overlaps shall be secured by the use of adhesive tape furnished with the polyethylene encasement.

- G. Leakage Test. All ductile iron piping shall be tested for leakage for a duration of 2 hours at a test pressure of 250 psi. Allowable leakage for below grade piping shall not exceed the following:

Pipe Diameter	<u>Allowable Leakage per 1000 Linear Feet of Pipe During the 2 Hour Test Period</u>
4"	0.47 gallons
6"	0.71 gallons
8"	0.95 gallons
10"	1.19 gallons

- H. Utility Warning Tape. Utility warning tape shall be installed within the trench backfill material at the location determined by the CCWD.

3.07 COPPER SERVICE TUBING INSTALLATION

- A. Installation. Installation of copper tubing including jointing shall be in conformance with the recommendations of the manufacturers of the tubing and fittings.
- B. Leakage Test. Copper tubing shall be hydrostatically tested for leakage together with the pipeline to which it is connected. No leakage will be permitted.

3.08 BRASS PIPE AND FITTINGS INSTALLATION

- A. Installation. Installation of brass pipe and fittings including jointing shall be in conformance with the recommendations of the manufacturers of the pipe and fittings.
- B. Leakage Test. Brass pipe and fittings shall be hydrostatically tested for leakage together with the pipeline to which it is connected. No leakage will be permitted.

3.09 INSTALLATION OF VALVES AND OTHER PIPING ACCESSORIES

- A. Installation of valves and other piping accessories shall be in conformance with the recommendations of the manufacturer of the product and in conformance with the District Standard Installation Details. A valve box shall be provided for each below grade valve. The Contactor shall demonstrate to the satisfaction of the District the proper performance of each piping accessory prior to project acceptance.

- B. Air Relief Valve Assemblies. An air relief valve assembly shall be installed at each pipeline high point where in the opinion of the CCWD entrapment of air could occur. The known locations where air relief valves are required are shown on the project Drawings. During construction, if additional pipeline high points are created which in the opinion of the CCWD could result in air entrapment, an air relief valve shall be installed at each of these additional locations.
- C. Tapping Sleeve and Valve Installation. Installation of tapping sleeves and tapping valves shall be performed only by CCWD-approved contractors. The only currently approved tapping contractor is DC Tapping.

3.10 SERVICE CONNECTION INSTALLATION

- A. Piping for Water Meter Installation. The piping for the water meter installation shall be constructed at a sufficient depth below grade to allow sufficient space for installation of the water meter and its automatic metering reading head. The required distance will vary depending on the size of water meter. The distance from the top of the automatic metering reading head to the bottom of the water meter box lid shall be 6 inches. Meter boxes shall be installed within street right of way areas. Meter boxes shall not be installed in driveways: within 10 feet of sanitary sewer laterals: or within 3 feet of other underground utilities (gas, electrical, TV, etc.) If the property line is not apparent, the Application shall retain the services of a surveyor to provide a stake marking the location of the property line.
- B. Irrigation Service Connections. Irrigation service connections where shown on the project drawings shall consist of both an irrigation water meter service connection and a backflow prevention device.

3.11 BOLLARDS

- A. The number of guard posts (bollards) to be installed and their location will be determined in the field by the CCWD. Each post shall be installed 3 feet into the ground using concrete encasement, and following installation the post shall be filled with concrete.

3.12 AS-BUILT DRAWINGS

- A. Prior to project acceptance, the Contractor shall provide the District with a set of the project drawings marked for As-Built conditions. The as-built markings shall include the following (1) all changes made to the project drawings during construction, (2) field measurements locating the actual location of the

pipeline horizontally from property corners and other surface facilities, (3) horizontal distance of each valve from a minimum of 2 permanent surface facilities such as utility poles, curb and gutter, etc., (4) depth of cover for the pipeline at all locations, as constructed, and (5) the locations of all underground facilities encountered during construction including horizontal location and depth of cover. In addition, documentation shall be provided describing each location where a sanitary sewer pipeline passes over a water pipeline.

3.13 CCWD STANDARD INSTALLATION DETAILS AND SPECIAL INSTALLATION DETAILS

- A. General. Installation of piping and appurtenances shall be in conformance with CCWD Standard Installation Details and special installation details prepared by the CCWD for the project. If there are conflicts between the CCWD Standard Installation Details and the project Improvement Plans, conflict resolution shall be performed by the CCWD.
- B. Standard Installation Details. Details known to be required for the project are included on the project Contract Drawings.
- C. Special Installation Details. If required, special installation details will be prepared by the District and provided to the Contractor.

END OF WRITTEN DOCUMENT

STAFF REPORT

To: Coastside County Water District Board of Directors
From: David R. Dickson, General Manager
Agenda: December 13, 2016

Date: December 7, 2016

Subject: Refurbishment of Pilarcitos Canyon Wells 3 and 3a

Recommendation:

Approve expenditures for refurbishment of Pilarcitos Wells 3 and 3a and authorize the General Manager to contract for additional work as necessary to bring the wells into full operation, for a total cost not to exceed \$92,000.

Background:

With the steady increase of SFPUC raw water costs, the District is compelled to develop and maintain its Pilarcitos and Denniston well fields to take advantage of high quality and reasonably free water. With this in mind, staff had Pump Repair Services Inc. video the Pilarcitos wells 3 and 3a to assess their condition. Both wells had about 10 feet of sediment blocking the lower well screen. The rest of the screen and casing were in good condition in both wells. In order to determine whether the wells could be rehabilitated, we needed to scratch, swab, bale and disinfect them to determine the condition of the rest of the screens. We had Pump Repair scratch, swab, bale and disinfect the wells to their original depth in October at a cost of \$22,972 for well 3 and \$23,853 for well 3a. The test pump installed in each well showed a 6 hour consistent yield of 90 gpm, which is almost double the historic yields from these wells. The chance that the wells were candidates for rehabilitation was very good.

In order to proceed, staff is bringing this to the Board of Directors for approval of costs associated with this project:

	<u>Well 3</u>	<u>Well 3a</u>
Video to assess lower screen	\$1,000	\$1,000
New pump and motor assembly	\$12,938	\$12,932
Motor Control Panel and labor	<u>\$7,385</u>	<u>\$6,710</u>
Total	\$21,323	\$20,642
Expenditures to date		<u>\$46,825</u>
Project Grand Total		\$91,320

STAFF REPORT

Agenda: December 13, 2016

Subject: Pilarcitos Wells 3 and 3a Rehabilitation

Page Two

Historic yields from these wells were 96 gpm for P3 and 75 gpm for P3a. We are permitted to run these wells between 1 November and 30 March annually, a total of 152 days. If we get 50 gpm from both wells, we can expect a production to be about 18 MG annually. We presently pay about \$5,000/MG of water from SFPUC. Payback for these projects will occur in the first season of operation.

Staff proposes to award this work on a sole source basis to Pump Repair Service in accordance with District policy allowing sole source procurement when the General Manager finds competition to be inadequate. Over the years, staff has found it difficult to get competitive bids for well rehabilitation from qualified firms with a record of good performance. We no longer do business with a well-known well company out of Santa Cruz due to poor workmanship. Other companies do not do larger capacity wells such as ours. We invited a company we know to be qualified to bid on this project but they turned us down. Pump Repair Service has been responsive to our needs and has provided what we feel is a reasonable price for the work.

Fiscal Impact:

Capital cost of \$92,000. The Fiscal Year 2016/2017 Capital Improvement Program Budget includes \$90,000 for this project.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David R. Dickson, General Manager

Agenda: December 13, 2016

Date: December 7, 2016

Subject: Crystal Springs Pump 1 Motor Replacement

Recommendation:

Authorize the General Manager to contract with Pump Repair Service Co. to provide and install a new GE 350 HP motor for Crystal Springs Pump 1 for a total cost not to exceed \$63,000.

Background:

Crystal Springs P1 motor, an original unit in service since 1994, has been giving us trouble since 2007 when it caught fire upon start-up. The unit was removed by Pump Repair Service Co. and sent to GE for repair and rehabilitation. The motor was re-installed in the spring of 2008, ran fine for a couple of years and then started to leak oil. It has been pulled twice since then, inspected and adjusted, but still leaks oil once installed and running. The oil leak has progressively worsened over the years to the point that this unit is never used unless absolutely necessary. In order to keep all the Crystal Springs pumps fully available, staff believes it essential to replace this motor now.

Staff proposes to award a contract to provide and install this motor on a sole source basis to Pump Repair Service in accordance with District policy allowing sole source procurement when the General Manager finds competition to be inadequate. We were unable to find any company other than Pump Repair Service willing and able to provide us with a quote for this specialized motor, which must exactly match the existing unit.

Pump Repair Service provided the attached quote totaling \$62,508 for the motor and installation.

Fiscal Impact:

Cost of \$63,000. The approved Capital Improvement Program includes \$50,000 for this motor in FY17/18.

 **PUMP REPAIR SERVICE CO.**

November 9, 2016

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

Attn: John Davis

SUBJECT: CRYSTAL SPRINGS PUMPING STATION MOTOR #1

Dear John,

We are pleased to provide you with a quote to replace the following motor:

1 –**G.E. 350 HP**, 1800 RPM, 460 volts, Frame 449, premium
efficiency WP-1, Type VSS, motor per existing motor\$49,971.00

Includes adders:

Thrust 3 stacked bearings
120 volts space heaters
Set of 6 100 OHM platinum resist temperature detectors
100 OHM platinum bearing temperature detectors in thrust end
440d-r PMC beta vibration switch

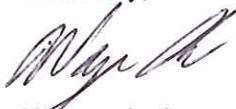
Factory Freight (estimated)4,000.00
Sales tax 9%4,857.39
Field labor to remove old motor and
Reinstall new motor including flat bed
Truck3,680.00
Total.....\$62,508.39
Estimated Delivery..... 14 weeks

Notes:

- Crane truck to lift motor to be provided by others.
- The new motor may require some electrical conduit and wire modifications. To be completed by others.

If you have any questions on the above, please give me a call.

Sincerely,



Wayne Archer

WA/dm

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: December 13, 2016

Report Date: December 7, 2016

Subject: Election of Coastside County Water District Board President and Vice-President

Recommendation:

Consider election of officers.

Background:

Traditionally, the Coastside County Water District Board of Directors considers the election of officers for Board President and Vice-President annually, at the December Board meeting.

Fiscal Impact

None.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: December 13, 2016

Report

Date: December 9, 2016

Subject: General Manager's Report

Recommendation:

None. Information only.

Background:

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

Congratulations and Thank You to Don Patterson: I would like to recognize Senior Treatment/Distribution Operator Don Patterson, thank him for his sixteen years of service to the District, and congratulate him on his retirement at the end of December. We'll miss Don's dedication and competence, his quiet sense of humor, and the gentlemanly example he set for us. We wish him well in his new adventures.

STAFF REPORT

To: Coastside County Water District Board of Directors

From: Mary Rogren, Assistant General Manager

Agenda: December 13, 2016

Report

Date: December 9, 2016

Subject: Assistant General Manager's Report

Recommendation:

No Board action required.

Background:

AMI/Aclara Update

During November, 2016, we kicked off the AMI project with the initial work focused on completing a comprehensive propagation study to identify the most effective locations for the data collection units (DCUs) in order to receive maximum coverage and redundancy for picking up radio signals from our meters. Aclara personnel also worked closely with our staff to develop specifications and other documentation required by the District for the site locations. We anticipate finalizing plans for the DCU installations in early December, with a possible deployment of DCUs in first quarter, 2017.

In the meantime, our field staff has installed over 650 Badger meters that will be part of the initial Aclara deployment and acceptance testing.

Conferences Attended

Mary Rogren and Gina Brazil attended the CalPERS Educational Conference in late October, 2016. Mary also attended the ACWA Fall conference held in Anaheim in early December.

MONTHLY REPORT

To: David Dickson, General Manager
From: Joe Guistino, Superintendent of Operations
Agenda: December 13, 2016

Report
Date: December 7, 2016

Monthly Highlights

Total Trihalomethane (TTHM) control strategy - We may be able to run Denniston Water Treatment Plant (WTP) all year long once we install THM reduction equipment in a couple more of our treated water reservoirs. By shutting down Denniston WTP in October and November we avoided a Disinfectant/Disinfectant Byproduct (DDBP) Rule violation.

Mystery Boom - It appears that the pressure reducing valve (PRV) at the corner of Avenue Balboa and Carmel in El Granada was slamming shut around 0530 for a period of about 2 weeks at the beginning of November. This action resulted in a large boom that rattled windows and dishes in the homes of nearby neighbors. We shut off this device and it is slated to be replaced in the coming months.

Source of Supply

Crystal Springs and Denniston Reservoirs, Denniston Well #9 and Pilarcitos Wells #1, 4 and 5 were the source of supply in November, supplying approximately 39 million gallons (MG) of water. Denniston WTP was started back up on the last week of November.

System Improvements

Single Check Backflow Replacement

There exist an unknown number of single check backflow devices associated with commercial fire systems in our service area. These checks, although permitted at one time, are no longer acceptable due to years of being ignored and the inability to test their functionality. CCWD has taken on the program to have the owners of these devices replace them with above ground Double Check Detector Assembly (DCDA) backflow prevention devices whenever there is a remodel on the parcel. CCWD set the example by having our own underground single check replaced with an above ground DCDA in November.

TTHM control strategy

Installation of mixers in El Granada Tanks 1 and 2 has reduced the production of TTHMs in this part of our distribution system. TTHMs form over time after the disinfection process at the treatment plant and are the result of certain organic

molecules in the raw water and remaining in the treated water. Denniston WTP is the main contributor of TTHMs in our system and the prolonged usage of this facility past the original 6 month estimation brought us quite close to a TTHM violation at certain sites in El Granada. Shutting down Denniston WTP during the month of October and November was critical in avoiding the violation of TTHM limits. Staff believes that we can control TTHMs and still run Denniston throughout the year if we can determine where the TTHMs are being formed and take mitigating actions to prevent their increase. We have hired PAX Mixing Technologies to conduct a small study of TTHM formation as well as its mitigation.

Other Activities Update:

Meter Replacement Program

Staff replaced approximately 450 meters in November, most of them in Moon Ridge and Stone Pine.

Denniston Streambank Clearing and Dredging Permit Renewal

The California Department of Fish and Wildlife rejected our application for a 5 year dredging permit. Although we included everything that was required, one of the documents was not submitted on the proper form and they want to see the results of our biological study done for the San Vicente Watershed EIR. We will resubmit with the proper forms and include the missing components.

Mystery Boom

We received a few complaints in the Vallejo/Valencia neighborhood of a large boom occurring around 0530. Although it wasn't every day, it did occur enough times to be of concern. I spoke to three different people who all describe a boom so loud it rattled the dishes in the house and seemed to come from the middle of the street. We shut off the closest PRV located at Carmel and Avenue Balboa and have not received any notice of the boom since then. This is one of the last two PRVs slated to be replaced as part of our PRV replacement program started about 10 years ago.

Denniston WTP Startup

The treatment staff has been preparing Denniston WTP for startup during the last week of November. The plant was started with no problems and is presently running at 350 gpm.

Regulatory Agency Interaction

California Water Resources Control Board (CWRCB)

There was a lot of activity with the CWRCB in November

CCWD Sample Schedule. In December we will have completed the latest 9 year compliance cycle for water quality testing for our District. Staff is presently working with the Water Board to establish a formal schedule to follow for the next compliance cycle.

Sanitary Survey 2016. We submitted our 5 year Watershed Sanitary Survey to CWRCB in November. We are required as part of the Cryptosporidium Action Plan to conduct a sanitary survey of our Denniston Watershed every 5 years.

Safety/Training/Inspections/Meetings

Meetings Attended

9 November – Met with CINTAS to kick off our new safety training program.

9 November – Met with PAX representatives as to TTHM formation study.

10 November – Met with Sigma Prime as to a geotech question at El Granada (EG) Tank 3.

10 November – Operations & Maintenance (O&M) Staff meeting

15 November – Met with City of Half Moon Bay (HMB) planners and engineers to discuss our upcoming pipeline replacement projects over the next few years.

18 November – Met with a local architect and developer as to a development idea south of Miramar.

22 November – Met with Ductile Iron Pipe Company (DIPCO) representative as to possible training opportunities on ductile iron pipe installation and maintenance.

Tailgate safety sessions in October

2 November – Dog Wise: Safety with Customers' Canines

7 November – Using Jackhammers Safely

14 November – Eyes on Safety

21 November – Weld Well and All Ends Well

28 November – Safe Fuel Handling Practices

Safety Committee and Training

There was no Safety Committee meeting or Safety Training in October.

CINTAS performed site inspections of our two water agencies on 9 November. We await their report.

Projects

El Granada Pump Stations 1 and 2 Emergency Generator Project

The pad was poured at EG1 on the week of 7 November. There were two minor power shutdowns at El Granada Pump Station (PS) 1 and 2 for the contractor to install the new switchgear. Established locations for the planting of new trees to make up for the ones that we cut down.

El Granada Tank 3 Rehabilitation and Coating Project

On 14 November we had a short shutdown of about two dozen homes for the contractor to tie in the plumbing system for the temporary tank.

Avenue Cabrillo Project Phase 3B

In the final walk through with the county inspector on 10 November, he noted two valve boxes on Santiago that needed to be better brought to grade. He also requested the compaction reports, which were all approved.

Nunes Drying Bed #2 Sand Replacement Project

We have approval from the Eric Lacy of the CWRCB that we do NOT need to have National Standards Foundation (NSF) 61 approved sand and gravel for the replacement of the media in Nunes drying bed #2. Products have been ordered and a contractor hired to do the installation.

Denniston Pump Station and Bridgeport Transmission Main Project

The construction inspection contractor continues to review submittals and the general contractor will be mobilizing on 12 December.

A fact sheet on the project was sent to the residents of Clipper Ridge on the week of 7 November. We also established contact with the chairperson of the Homeowners Association (HOA), who was added to the contact list for notifications. We will be making arrangements with her to have a project sign installed at a site suitable for the HOA in December.

Strawflower Plaza Pipeline Modification

Due to the high traffic area that will be impacted by this project, the project documents had to be modified to be performed at night with the contractor responsible for acquiring a variance to the City of HMB's Noise Ordinance. We expect the documents to be complete in December for a January bid opening.

Stone Dam Pipeline

The plan drawings and contract drawings were completed in November and sent to the San Francisco Public Utility Commission (SFPUC) Plan Review Committee. We await the scheduled date for this project to be reviewed.

Carmel Avenue PRV Replacement

We are presently soliciting informal bids as well as materials costs for this project.

STAFF REPORT

To: Board of Directors
From: Cathleen Brennan, Water Resources Analyst
Agenda: December 13, 2016
Report Date: December 7, 2016
Subject: Water Resources

Informational Report: Update on Proposed (DRAFT) Framework for Implementation of Executive Order B-37-16

The Urban Advisory Group and the Agricultural Advisory Group are made up of water suppliers and non-government organizations, along with multiple state agencies. They have developed a draft framework of actions to implement Executive Order B-37-16. It has been determined that there are directives that can be implemented within existing authority and other directives require research and new rulemaking. Staff is reviewing the draft framework and anticipating how implementation will impact the District. The bulleted items listed below are actions staff has highlighted from the draft framework.

- The approach to the new residential water use standards is a water budget for indoor- residential and irrigation. An example given includes 55 gallons indoor usage, 45 gallons irrigation and 6 gallons leakage for a total of 106 gpcd. Compliance will be assessed and enforcement on non-compliance and will take the form of information orders, cease and desist orders, conservation orders and administrative civil liability penalties.
- Required measures are being recommended for commercial targets. The District will need to use the NAIC system to classify all our non-residential accounts.
- To report on non-residential irrigation, as recommended in the framework, the District would need to separate out dedicated irrigation accounts that serve multi-family from commercial irrigation accounts. Irrigation standards could be different depending on year installed, so tracking year built might be necessary.
- Annual updates to total landscaped area within the service area will need to be completed.
- The requirements for water shortage planning will be expanded and standardized. A major rewrite of the District's Water Shortage Contingency Plan will be required.
- In addition to the annual water loss reporting under SB555, the framework includes setting water loss standards for water agencies.
- Permanent monthly reporting (production and consumption) is being recommended.
- Annual submittal of water budget forecasts (annual water assessment) is being recommended.

This proposed framework is guaranteed to have a significant impact on the District's resources. The state is taking comments until December 19, 2016. The final framework is

expected to be published in January or February of 2017. Below is a summary table of the directives and proposed actions within the draft framework.

Making Water Conservation a Way of Life						
Executive Order Directives	DRAFT Actions and Implementation of Executive Order Directives					
	2017	2018	2019	2020	2021	2025
Using Water More Wisely - Urban Advisory Group						
Continuation of Emergency Conservation Regulations						
New Water Use Target Research and Rulemaking						
New Water Use Targets Reporting and Compliance						
Permanent Monthly Reporting Rulemaking						
Eliminating Water Waste - Urban Advisory Group						
Permanent Water Waste Prohibitions Rulemaking						
Minimizing Water Loss with Annual Water Loss Reporting						
Minimizing Water Loss with New Rulemaking						
Innovative Water Loss & Control Technologies						
Strengthening Local Drought Resilience - Urban Advisory Group						
Rulemaking for Water Shortage Contingency Planning Reporting						
New Requirement for Water Shortage Contingency Planning						
Rulemaking for Small and Rural Suppliers						
Agricultural Efficiency and Drought Planning - Agricultural Advisory Group						
Rulemaking						
New Reporting						
California Department of Water Resources, State Water Resources Control Board, California Energy Commission, California Public Utilities Commission, California Department of Food and Agriculture.						