

**LOS TRANCOS COUNTY WATER DISTRICT
NOTICE OF PUBLIC MEETING
Thursday, April 2, 2009 7:30 PM – 11:00 PM**

**Room 1001
Corte Madera School
4575 Alpine Rd
Portola Valley Ca**



AGENDA

0) Public Comment

The public may address the Board on issues not on the agenda.

- 1) **Approval of Minutes**, previous 2 meetings (10 min) - Mary McDonald
- 2) **Financials** - Keri Tate (15 minutes)
Approval of Auditors 2008 report + Krenz
- 3) **2009 LTCWD Calendar** - Ward (10 minutes)
- 4) **Project Reports** - All (60 minutes)
Saving Water + Trip report - Gage and Ward
Fire Safety - Krenz
Waste Water Movement - Uridel

Break - - - - -

Lands + LAFCo Meeting

- 5) **Review State of the District pamphlet** - Presentation, discussion, refinements, changes. Ward et al (60 minutes)
- 6) **Community Survey Draft**. Ward (20 minutes)
- 7) **Correspondence/Related meetings.** -
- 8) **Set date**, time, and place of next meeting.

Mike Ward
LTWCD President 2009

3:34 PM

04/01/09

Accrual Basis

Los Trancos County Water District
Balance Sheet
As of April 1, 2009

	<u>Apr 1, 09</u>
ASSETS	
Current Assets	
Checking/Savings	
Bank of California - Checking	12,453.11
LAIF Mutual fund	194,123.46
Total Checking/Savings	<u>206,576.57</u>
Total Current Assets	<u>206,576.57</u>
TOTAL ASSETS	<u>206,576.57</u>
LIABILITIES & EQUITY	
Equity	
30000 · Opening Balance Equity	172,958.51
32000 · Unrestricted Net Assets	112,065.23
Net Income	<u>-78,447.17</u>
Total Equity	<u>206,576.57</u>
TOTAL LIABILITIES & EQUITY	<u>206,576.57</u>

Los Trancos County Water District Income Statement: Actual vs Budget by Account March 1 through April 1, 2009

	Mar 1 - Apr 1, 09	Budget	Jul 1, '08 - Apr 1, 09	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
43400 · Direct Public Support					
43405 · Property Tax Revenue	38,538.25	3,759.07	171,206.17	116,531.07	225,544.00
43400 · Direct Public Support - Other	128.40	0.00	128.40	0.00	
Total 43400 · Direct Public Support	<u>38,666.65</u>	<u>3,759.07</u>	<u>171,334.57</u>	<u>116,531.07</u>	<u>225,544.00</u>
45000 · Investments					
45030 · Interest-Savings, Short-term CD	0.00	516.67	5,517.94	4,516.67	6,000.00
Total 45000 · Investments	<u>0.00</u>	<u>516.67</u>	<u>5,517.94</u>	<u>4,516.67</u>	<u>6,000.00</u>
Total Income	<u>38,666.65</u>	<u>4,275.74</u>	<u>176,852.51</u>	<u>121,047.74</u>	<u>231,544.00</u>
Expense					
61100 · Water Use Efficiency					
61102 · WUE Rebate - Interior	1,700.00	0.00	6,800.00	0.00	
61103 · WUE Residential Water Survey	700.00	0.00	700.00	0.00	
61106 · WUE - Other	0.00	0.00	1,278.27	0.00	
61100 · Water Use Efficiency - Other	0.00	2,213.05	0.00	19,346.41	25,700.00
Total 61100 · Water Use Efficiency	<u>2,400.00</u>	<u>2,213.05</u>	<u>8,778.27</u>	<u>19,346.41</u>	<u>25,700.00</u>
61200 · Emergency Preparedness					
61202 · Water related	0.00	0.00	0.00	3,000.00	3,000.00
61204 · Communications	0.00	10,000.00	0.00	10,000.00	10,000.00
61206 · Fire safety	1,200.00	12,916.67	61,029.42	77,916.67	115,000.00
61209 · Other	0.00	5,000.00	0.00	5,000.00	5,000.00
Total 61200 · Emergency Preparedness	<u>1,200.00</u>	<u>27,916.67</u>	<u>61,029.42</u>	<u>95,916.67</u>	<u>133,000.00</u>
61900 · Offset Program					
61901 · Offset	0.00	9,957.88	117,600.00	87,051.24	115,640.00
61905 · Offset admin fee	0.00	203.22	2,400.00	1,776.58	2,360.00
Total 61900 · Offset Program	<u>0.00</u>	<u>10,161.10</u>	<u>120,000.00</u>	<u>88,827.82</u>	<u>118,000.00</u>
62800 · Lands					
62801 · Restrtn Supls, Plants Irrrgtn	4,410.67	688.88	13,064.96	6,022.24	8,000.00
62802 · Hardware, lumber, fencing etc	0.00	0.00	29,207.34	26,000.00	26,000.00
62803 · Maintenance	460.00	1,550.00	6,760.00	13,550.00	18,000.00
62804 · Engineering /Env. Consulting	395.12	0.00	823.98	14,000.00	14,000.00
62805 · Legal, lands	0.00	0.00	0.00	8,000.00	8,000.00
62890 · Utilities - Water	0.00	0.00	130.00	0.00	
Total 62800 · Lands	<u>5,265.79</u>	<u>2,238.88</u>	<u>49,986.28</u>	<u>67,572.24</u>	<u>74,000.00</u>
62900 · Storm Water Run-off	640.00	0.00	1,475.00	0.00	
64800 · Contract Services					
64801 · Recording Secretary	0.00	206.67	1,000.00	1,806.67	2,400.00
64805 · Bookkeeping	0.00	206.67	0.00	1,806.67	2,400.00
64810 · Accounting Fees	0.00	0.00	0.00	2,000.00	2,000.00
64840 · Legal Fees	315.00	586.68	5,861.25	5,128.68	6,813.00
64850 · Outside Contract Services	0.00	0.00	600.00	0.00	
Total 64800 · Contract Services	<u>315.00</u>	<u>1,000.02</u>	<u>7,461.25</u>	<u>10,742.02</u>	<u>13,613.00</u>
65000 · Operations					
65020 · Postage, Mailing Service	108.12	34.44	108.12	301.12	400.00
65030 · Printing and Copying	0.00	10.33	0.00	90.33	120.00
65040 · Supplies	1,031.29	12.92	1,031.29	112.92	150.00
Total 65000 · Operations	<u>1,139.41</u>	<u>57.69</u>	<u>1,139.41</u>	<u>504.37</u>	<u>670.00</u>
65100 · Other Types of Expenses					
65105 · Insurance, Liability	0.00	0.00	3,213.27	3,500.00	3,500.00
65120 · Insurance - D and O	0.00	0.00	1,195.00	1,200.00	1,200.00
65150 · Memberships and Dues	0.00	360.00	0.00	720.00	720.00
65160 · Other Costs	74.15	232.50	178.15	2,032.50	2,700.00
65180 · LAFCO	0.00	0.00	153.00	0.00	
65190 · Departing Gifts	33.55	0.00	33.55	0.00	
Total 65100 · Other Types of Expenses	<u>107.70</u>	<u>592.50</u>	<u>4,772.97</u>	<u>7,452.50</u>	<u>8,120.00</u>
68300 · Travel and Meetings					
68310 · Conference, Convention, Meeting	0.00	0.00	657.08	0.00	
Total 68300 · Travel and Meetings	<u>0.00</u>	<u>0.00</u>	<u>657.08</u>	<u>0.00</u>	
Total Expense	<u>11,067.90</u>	<u>44,179.91</u>	<u>255,299.68</u>	<u>290,362.03</u>	<u>373,103.00</u>
Net Ordinary Income	<u>27,598.75</u>	<u>-39,904.17</u>	<u>-78,447.17</u>	<u>-169,314.29</u>	<u>-141,559.00</u>
Net Income	<u>27,598.75</u>	<u>-39,904.17</u>	<u>-78,447.17</u>	<u>-169,314.29</u>	<u>-141,559.00</u>

LOS TRANCOS COUNTY WATER DISTRICT

STATE OF THE DISTRICT 2009



A 3 Year Progress Report to the Community





OUR MISSION

THE LOS TRANCOS COUNTY WATER DISTRICT PROVIDES SERVICES OF VALUE TO OUR CONSTITUENTS UNDER THE CALIFORNIA STATE WATER CODE IN THE FOLLOWING AREAS:

- *Promoting and supporting efficient water usage*
- *Setting the effective water rates*
- *Maintaining and upgrading District land as open space*
- *Supporting Emergency preparedness activities*

In fulfilling these services, the District:

- *Seeks cooperation with other agencies*
- *Responsibly manages long term debt*



Dear Neighbors,

It has been three years since your Los Trancos County Water District established its new Mission shown on the facing page. The architecture of the District and the five programs described inside are a direct result of the community survey done in 2006. It established what you, our constituency, told us you wanted delivered with your tax dollars.

This report will give you a brief glimpse into the mature programs and their progress, as well a new one just starting. We'll also show a bit of financial information on how your dollars are being invested, and our future plans.

Soon we're going to distribute our next community survey, where we again ask for your guidance in three areas.

- First, after reading this report, and seeing what has happened in the District, tell us how you think the current programs are doing and what is most important to you.
- Second, give us ideas on the projects you think would benefit the whole community and that we should consider in the future, and
- Third, let us know what you think our future form and direction should be – each with different benefits and consequences;

- Continue forward in our current form
- Transform into a different kind of District
- Dissolve the District

(Details; pro's and cons on each option will accompany the survey.)

T. Michael Ward

LTCWD President 2009

FINANCIALS

History and Projections 2004-2012



Graphic almost done

MISSION

The lands subcommittee works to restore, maintain and protect in perpetuity public property owned by LTCWD.

GOALS

- Protect and restore native biodiversity
- Maintain parcels in a fire safe condition
- Control non-native, invasive plants
- Provide passive recreation opportunities
- Work cooperatively with neighbors (residents, Portola Valley)
- Address deferred maintenance issues
- Secure long-term protection of lands (zoning, easements, etc.)
- Explore land transfer options

ACCOMPLISHMENTS

- Improved parking area near Red Shed
- Installed wildlife viewing area at reservoir
- Improved trailhead entrance
- Replaced dilapidated fence, installed curb
- Improved fire safety of Lake Road parcels
 - Removed woody debris, ladder fuels, eucalyptus, trash
- Exploring options to improve legal protection
- Restoration:
 - Control broom, thistles and other invasive plants on all parcels
 - Native plantings - Lake Road/LTC, red shed and viewing area



Viewing area created Dec. 2008. Area previously overgrown with Coyote brush and broom

PASSIVE RECREATION AT DISTRICT RESERVOIR



Western Pond Turtle

Wood Ducks



BEFORE . . .



Fence damaged by vehicles



Cable and bollards, trip hazard, unsightly

AFTER . . .



New fence with protective Curb

www.ltcwd.org



Split rail design consistent with neighboring open space, provides pedestrian, horse and maintenance access

SAVING WATER

WATER USE EFFICIENCY/CONSERVATION



MISSION

Ensure long-term, sustainable reductions in the use of water by District residents through education and installation of the best technology and practices in every residence and large landscape

GOALS

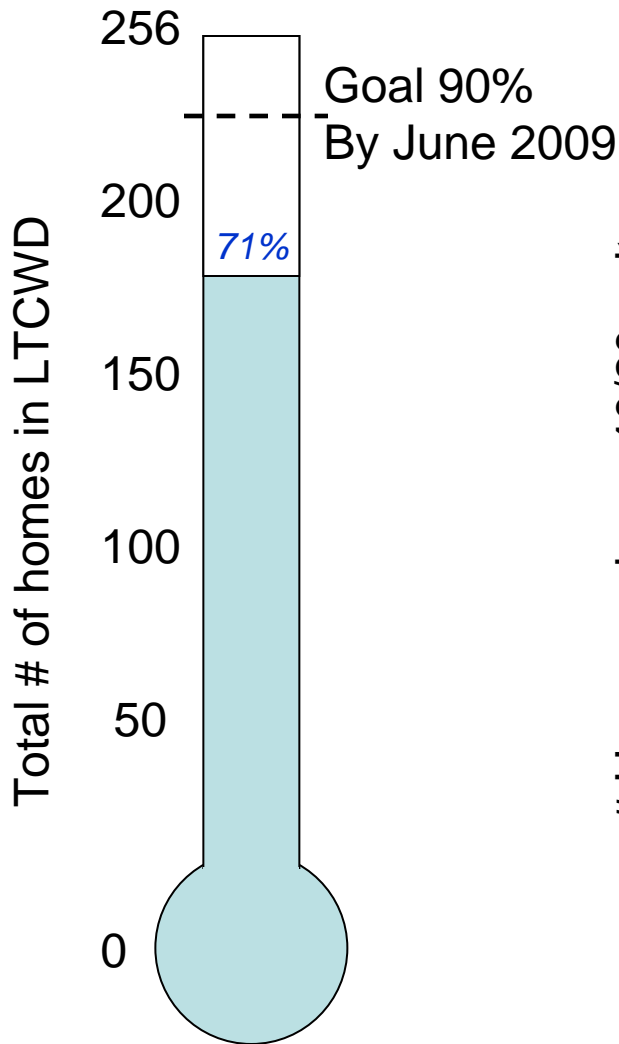
- Achieve participation of more than 90% of residences in all residences for Indoor efficiency and large landscape Outdoor water use reduction
- Research and leverage the most successful water use reduction programs undertaken by other water agencies throughout the world
- Provide our residents the best possible information regarding the selection and installation of water saving solutions
- Promote conservation best practices

ACCOMPLISHMENTS

- Currently more than 70% of our are Water Use Efficient. Homes that are Water Efficient qualify for the 2009-10 water usage discount, \$1.90/unit; capped at 250 units a year
- Set a goal of 90% by 2011 for substantial reductions in landscape irrigation at residences using more than 20 units per month during the summer months. This program has been in place for just a few months but 4% of the 80 eligible residents are already participating.
- Established a program of rebates for equipment and installation of 10 different water saving strategies including toilets, clothes washers, weather based irrigation controllers etc. Over 20% of residents in the District have taken advantage of these rebates for almost \$24,000.
- Actual reductions in water usage resulting directly from these efforts are difficult to measure reliably but:
 - Between 2000 and 2008, indoor water use per residence deceased by almost 22% to and average of 7.4 units per month.
 - Summer usage increased during the same period by about 8%*.

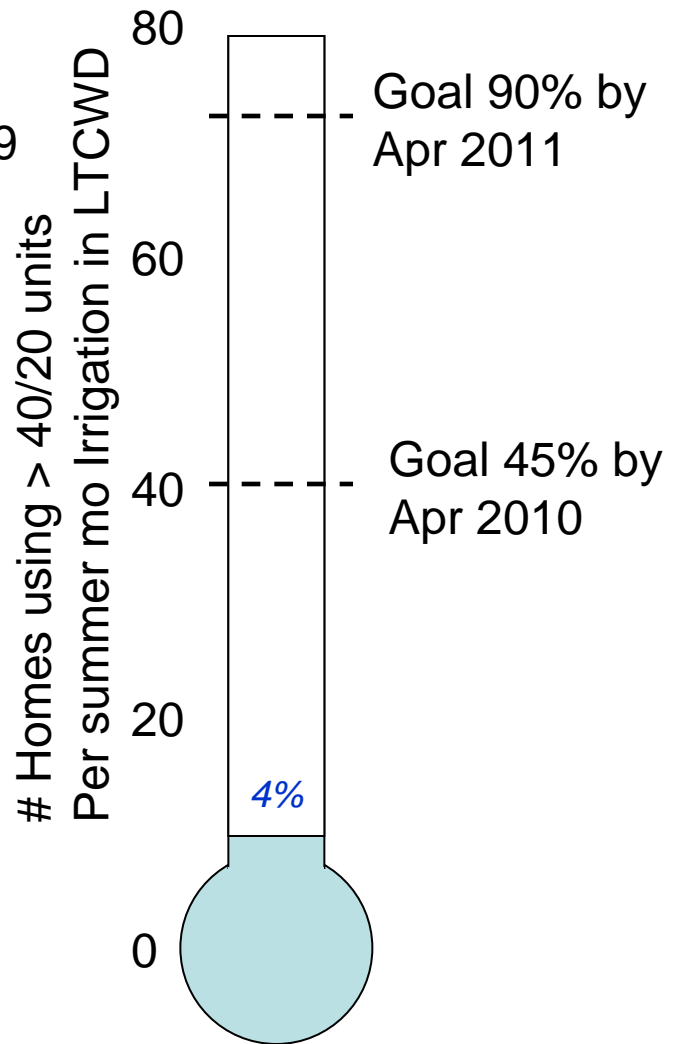
**This increase underscores the difficulties related to such comparisons. The 2008 measurements (actually July 2007 – June 2008) included some periods of exceptionally hot dry weather which invariably drives up outdoor usage. Indoor usage is not similarly effected.*

WATER EFFICIENT HOMES IN LTCWD



Indoor WUE Goal

*At least 2 of 4:
Toilets, Shower Heads
Clothes and Dish
Washers*



Outdoor WUE Goal

*At least: Smart
Irrigation
Controllers*

Inside

Outside

Low Flow Toilets
20% to 75% \$200 ea

Shower Heads
25% to 50% \$50 ea

Clothes Washers
20% to 70% \$300 Max

Dishwashers
25% to 75%
\$300 Max

Hot Water Demand System
Saves water and heat
\$200 Max

SMART Irrigation
20% to 30%
Up To \$1200

MP Rotator sprinkler heads
~30%
\$5 per head

Improve Irrigation Installation
Up to \$450

Turf Grass Replacement
Up to \$1000

Mulching
Up to \$500

FIRE SAFETY



MISSION

Improve our community's ability to avoid or at least, better survive a wild fire

GOALS

- Reduce the fuels within community that feed a wild fire
 - Improve defensible space around homes
 - Eliminate three specific fire hazards
 - Shake roofs on homes
 - Eucalyptus trees
 - Trees killed by Sudden Oak Death
- Ensure the viability of escape routes to allow residents a secure path to safety and permit the entrance of emergency vehicles

ACCOMPLISHMENTS

Defensible space: Help residents protect their personal property. They arrange a free visit from the Woodside Fire Department who will provide a prioritized assessment of the hazards their home faces. The LTCW District will split the first \$2,000 of remediation costs. So far 12 inspections complete, and 9 projects implemented, distributing \$7100.

Eucalyptus removal: Once ignited, eucalyptus pose a special hazard as they shower embers downwind starting other fires nearby. The District will pay the first \$2,500 of removal costs. Budget limits; x projects for y dollars

SOD killed tree removal: Sudden Oak Death is spreading rapidly in our neighborhood, killing our most common evergreen oak, the Coast Live Oak as well as the deciduous Black Oak. Standing trees, covered with dry dead leaves are particularly flammable. Working with 16 effected homeowners, the District has allocated \$1,500 per house hold for removal of these trees. \$23,000 has been expended in this area.

Shake roof replacement. A shake roofed home acts much like a Eucalyptus in a fire storm.. District will split the cost of the first 4,000 in shake roof replacement. \$2,400 has been expended in this area.

Escape routes: We retained fire safety specialist Ray Moritz to assess and develop recommendations for the community and to improve our escape routes. He recommended that we first focus on Los Trancos Road, our primary route out of the area. Working with the Town of Portola Valley, a preliminary clearing of the most hazardous area, east of the road, just opposite Blue Oaks occurred in Early February. An expansion of this initial effort is in the planning stages.

The Moritz Report and other documents related to our effort are available at <http://www.ltcwd.org/firesafety.html>

Emergency Prep: Provided residents emergency drinking water containers; made a grant to VV and LTW Emergency prep committees enabling them to modernize emergency communications with repeater stations for full coverage and pro grade radios.



Eucalyptus removal



Defensible Space



Clear back from Roadway



Defensible Space



Clear back from roadway

WATER MOVEMENT CONTROL



MISSION

Ensure surface and subsurface water movement-related public safety, public health and environmental quality within the LTW/VV area.

GOALS

- Ensure control systems are adequate while avoiding negative downstream consequences
- Develop a full description of the complex shared topography, geology and hydrology of the LTW/VV area
- Create a detailed map and analysis of surface and subsurface water movement patterns and volumes, with locations of existing movement control systems, including actual and potential area and downstream --
 - risks to public safety, public health and the environment – e.g. landslides, flooding, dissemination of environmental contaminants, etc.
 - benefits – e.g., recharging of subsurface groundwater, collection of emergency water in District reservoirs, etc.
- Mitigate risks created by existing water movement patterns, volumes and/or existing control systems, including risks to downstream communities
 - Implement beneficial uses of existing surface and subsurface movement patterns and volumes
 - Generate full and active involvement by San Mateo County (e.g., Dept of Public Works) and other appropriate entities (e.g., West Bay Sanitary District and LAFCo) and interested area residents,
 - Document and describe all results in a manner necessary to retain confidentiality of features and issues on private property

ACCOMPLISHMENTS & PLANS

Developed a 3 phase activity and funding plan to accomplish Initiative goals (see www.ltcwd.org ->Water Movement) over a five (5) to (10) year period.

Initiated an active dialogue with the San Mateo County Dept. of Public Works and other potentially relevant entities.

Launched **Phase I -- Understanding; maps** on 1/1/09, (to be completed by 12/31/09, and at District cost not to exceed \$50,000).

Phase II -- Detailed Implementation plans to start on 1/1/10 (to be completed by 12/31/10, and at a District cost not to exceed \$75,000).

Phase III -- Implement Plans; Risk mitigation; Create Benefits to start on 1/1/11, (to be completed by no later than 12/31/20, and with an annual District contribution not to exceed \$50,000/year subject to an equal or greater contribution by other funding sources.



PARTNERS

Woodside Fire Distict: Statement about our
Emergency Prep programs;
(Charlie -- by Denise; she's agreed)

Water Professionals: Statement/quote about our
Conservation/WUE programs;
(Mike – Have two coming)

BAWSCA Statement, about WUE
(Stan)

San Mateo County Planning Department
(Tom U;)

YOUR BOARD OF DIRECTORS

T. Michael Ward President 2009
mike.ward@lrcwd.org

Charles Krenz President 2008
charles.krenz@lrcwd.org

David Smernoff President 2006&7
david.smernoff@lrcwd.org

Perry Blackmon - Director
perry.blackmon@lrcwd.org

Tom Uridel – Director
tom.uridel@lrcwd.org

LOS TRANCOS COUNTY WATER DISTRICT SURVEY

Tell us how are we doing? What form should the future District be?

(Version 5.1)

Please take 10 minutes on this survey and mail it in the stamped envelope by xx-xx, 2009

It has been 3 years since our last community survey which was extremely valuable in forming the District you have today. It is time for an update from you – to see how you think we are doing for the community, and for you to advise us on your Water District's future form and programs.

See the reverse side for more complete description of the three key directions at the bottom.

Your opinion on current program performance (Please add comments on the back)					
<i>For each program;</i> Please give us your opinion on how important this program is to the community; plus let us know how well you think it is run. If you have suggestions or comments, please feel free to add to the back of this form. Finally, let us know if you think we should be doing more, less or the same for each. If you're unsure; just leave blank. <i>When ranking, 1 is low, 5 is high</i>	Important? (1-5)	Well Run? (1-5)	We need ?		
			Less	Same	More
1. Water Cost Offset - The Water District currently reduces your cost of water in two ways. One, the connection fees are covered for all households, and two, for residences that qualify as <u>Water Efficient</u> (currently 70% do) the first 250 units-CCF / year are discounted at \$1.90 each.					
2. Fire Safety – The District helps Emergency Prep & launched a major Fuel Load Reduction program,. It is aimed to make our watershed, water system and homes less susceptible to fires, and improve the safety of our exit routes in case of emergency.					
3. Saving Water – The District provide education and offers 10 rebates on water saving appliances and equipment to help residents permanently reduce water use through the replacement of old and inefficient indoor appliances and outdoor irrigation systems. By becoming Water Efficient, residents are placed on a favorable water use rate their Cal Water bill –funded by the District.					
4. Land Management Services - We have 5 acres of land and one of the lakes on Lake Road plus a parcel of land along lower Ramona The District manages these, has done major cleanup and fire safety improvement, and made significant improvements permitting access and safety with a new fence, curb, etc. Maintenance is ongoing,					
5. Storm Water Management. This year, the District started a new program to investigate the conglomerate of storm water runoff systems that have grown up over the years in our community. It starts with a study to see what exists, and will highlight areas needing attention by County agencies.					

Please indicate your order of preference for these possible directions for the District. More complete descriptions are on the back side of this page.

Option (Please enter 1, 2 and 3. 1 = 1 st choice, 3 rd is last. If no opinion; please enter all zeros)	Preference
Continue. Maintain and advance programs within the California Water Code. Maintain local control over lands and use of Water District property taxes. Adjust and create programs in accordance with community input. Continue water cost offset program as reward for Water Efficiency	
Transform. If legally permitted, transform district into a Special Services district. Retain tax revenue stream. Keep many existing programs and develop others as needs are defined. Cease water cost offset program. Requires vote of public and LAFCO approval.	
Dissolve. Find permanent stewards for District lands, or cede them to San Mateo Co. for disposition. Redirect tax revenues to local agencies for services unique to our community, or to SM Co. general fund. Resolve debt or transfer to SM Co. Cease existing programs and water cost offsets. Requires vote of public and LAFCO approval.	

The District currently receives and locally manages about 10% of your property taxes. We'd like to know if you feel that some of this should be permanently transferred to other agencies that may be able to deliver some services to our community; such as Woodside Fire District, or a land management organizations to manage our lands.	How much?	
	None ?	
	Some ?	

(on the back side;) Comments, Suggestions; why you voted Continue; Transform or Dissolve, if you wish: