



Montara Water and Sanitary District

Serving the Community of Montara and Moss Beach

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To sensitively manage the natural resources entrusted to our care, to provide the people of Montara - Moss Beach with reliable, high – quality water, wastewater, and trash disposal at an equitable price, and to ensure the fiscal and environmental vitality of the district for future generations. Be open to providing other services desired by our community.

NOTICE OF SPECIAL MEETING

(Special Meeting begins at 6:30 p.m.; see Agenda for Special Meeting below)

AGENDA

Regular Meeting

District Board of Directors

8888 Cabrillo Highway
Montara, California 94037

August 3, 2017 at 7:30 p.m.

CALL TO ORDER

ROLL CALL

PRESIDENT'S STATEMENT

ORAL COMMENTS (Items other than those on the agenda)

PUBLIC HEARING

CONSENT AGENDA

1. [Approve Minutes for Meeting on May 4, June 1, 2017.](#)
2. [Approve Financial Statements for June 2017.](#)
3. Approve Warrants for August 1, 2017.
4. [SAM Flow Report for June 2017.](#)
5. [Monthly Review of Current Investment Portfolio.](#)
6. [Connection Permit Applications Received.](#)

7. [Monthly Water Production Report for June 2017.](#)
8. [Rain Report.](#)
9. [Solar Energy Report.](#)
10. [Monthly Public Agency Retirement Service Report for May 2017](#)

OLD BUSINESS
NEW BUSINESS

1. [Review and Possible Action Concerning Enrollment in ECO100.](#)
2. [Review and Possible Action Concerning Association of California Water Agencies Committee Appointment Nominations.](#)
3. [Review and Possible Action Concerning Cancellation of Next Regular Scheduled Meeting, August 17, 2017.](#)

REPORTS

1. Sewer Authority Mid-Coastside Meetings (Boyd)
2. MidCoast Community Council Meeting (Slater-Carter)
3. CSDA Report (Slater-Carter)
4. Attorney's Report (Schricker)
5. Directors' Reports
6. General Manager's Report (Heldmaier)

FUTURE AGENDAS
ADJOURNMENT

AGENDA – SPECIAL MEETING
(6:30 p.m.)

CALL TO ORDER
ROLL CALL

ORAL COMMENTS (Items other than those on the agenda)

CONVENE IN CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION

(Government Code §54956.9(d)(1))

Name of case: *City of Half Moon Bay v. Granada Community Services District, et al.*

(San Mateo County Super, Crt. No. 17CIV03092)

(Government Code §54956.9(d))

Name of case: Claim of J. Cockrel

CONFERENCE WITH LEGAL COUNSEL—INITIATION OF LITIGATION

(Government Code §54956.9(d)(4))

Number of cases: 1

RECONVENE IN OPEN SESSION AND REPORT OF ACTION TAKEN IN CLOSED SESSION, IF ANY

ADJOURN TO CONVENE FOR REGULAR MEETING

RECONVENE IN OPEN SESSION AND ADJOURN TO CONVENE FOR REGULAR MEETING

PARTICIPATION BY TELECONFERENCE

The following Director will participate by teleconference in all or a portion of the meeting of the Board, including Closed Session, from the following locations:

Director Bill Huber – San Francisco International Airport Terminal, Starbucks pre-security, 800 S Airport Blvd, San Francisco, CA 94128

Directors participating by teleconference shall post a copy of the Agenda at a location available to the public in the vicinity of the place of their participation. Members of the public will be allowed to participate in open portions of the meeting at the teleconference site(s). All votes taken during a teleconferenced meeting shall be by roll call.

The District has a curfew of 11:00 p.m. for all meetings. The meeting may be extended for one hour by vote of the Board.

NOTE: In accordance with the Government Code, members of the public may address the Board on specific agenda items when that matter is discussed by the Board. Any other items of interest that is within the subject matter jurisdiction of the District may be addressed during the Oral Comments portion of the meeting. Upon request, this agenda will be made available in appropriate alternative formats to persons with a disability. Request for a disability-related modification or an accommodation in order to participate in the public meeting should be made at (650) 728-3545. Materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available in the District Clerk's office during normal business hours. Such documents may also be available on the District's web site (www.mwsd.montara.org) subject to staff's ability to post the documents before the meeting.



MONTARA WATER & SANITARY
DISTRICT

BOARD OF DIRECTORS MEETING
May 4, 2017

MINUTES

REGULAR SESSION BEGAN AT 7:38 p.m.

CALL TO ORDER

ROLL CALL

Directors Present: Slater-Carter, Boyd, Wilson, Harvey and Huber

Directors Absent: None

Staff Present: General Manager, Clemens Heldmaier,
District Clerk, Judy Gromm

Others Present: District Counsel, Dave Schricker
District Water Engineer, Tanya Yurovsky
District Financial Advisor, Alex Handlers
District Accountant, Peter Medina

PRESIDENT'S STATEMENT - None

ORAL COMMENTS -

J.B. Cockrell knew his sewage spill issue would be discussed in closed session later this evening but reported he just recently received a settlement proposal from the insurance company approximately 11 months after the fact. It is a low ball offer and he will not be able to accept it. Mr. Cockrell handed out a copy of his statement of simple facts to the insurance company. Mr. Cockrell noted on a personal level, back in June of 2016 we had become aware of a sewage spill in his backyard which also involved his neighbor's back yard as well. This spill was also coming up through the pavement in the road next to the sewer main through a crack in the road. I called rescue rooter to snake it out and they needed a larger piece of equipment to handle the job. It was not working and now I became aware this was much more than had anticipated. In the meantime, I had called SAM and to their credit, they were very prompt to getting a crew out there to assess the situation. The crew reported it was not a SAM issue, the problem was on the home owner (Mr. Cockrell) and reported the same language to the supervisor of Rescue

Rooter. Given the facts of the case, I asked Rescue Rooter to give me an estimate to fix the problem, called Clemens and he reported he had a contractor in the area doing work for the district that could save me money but, would not be available immediately. Due the nature of the problem, this could not wait. In the meantime Rescue Rooter gave me the estimate of \$37,000 and I had to hire them to get the problem fixed as soon as possible. As they were completing the job, they had discovered our lateral had not been hooked up to the sewer main. Apparently, maintenance had been done prior this issue and they had not connected my lateral back up to the sewer main after they had completed the work. As a result, the sewage had nowhere else to go but my backyard.

When I was told it was my responsibility, I was not happy but accepted my responsibility. We stepped up and paid. Now I find out that it is not my responsibility. Here we are 11 months later and we are still out the \$37,000 and the insurance gave me a low ball settlement I can't accept. I am disappointed and did not anticipate this would take this long. The facts speak for themselves and I just wanted you to be aware of things I had not put into the letter.

Chris Thollaug, Montara resident wanted to comment on an article that quoted Director Boyd and General Manager Heldmaier on how they were handling the Caltrans Property negotiations. I have written a letter and I will be happy to answer any questions.

A copy of Mr. Thollaug's letter is attached to the minutes.

Mr. Thollaug would like to see MWSD engage in an open, transparent process that would better serve both the public and the District's interests.

General Manager Heldmaier shared a photo from 1934 he had been given of the Point Montara Naval Station. There is evidence the District Office was constructed as a RDF Station around 1920. General Manager Heldmaier is planning to put this picture and some of its history on the website.

PUBLIC HEARING - None

CONSENT AGENDA

1. Approve Minutes for December 15, 2016, and February 17, 2017
2. Approve Financial Statements for February and March 2017.
3. Approve Warrants for April 1 and May 1, 2017.
4. SAM flow Report for February and March 2017.
5. Monthly Review of Current Investment Portfolio.
6. Connection Permit Applications Received.
7. Monthly Water Production Report for February and March 2017.
8. Rain Report.
9. Solar Energy Report.
10. Monthly Public Agency Retirement Service Report for Jan. & Feb. 2017

Director Boyd moved to approve the Consent Agenda. Director Slater-Carter seconded the motion.

All Directors were in favor and the motion passed unanimously 5 – 0.

OLD BUSINESS – None

NEW BUSINESS -

1. Review and Possible Action Concerning Sewer Authority Mid-Coastside Fiscal Year 2017-2018 Budget.

General Manager Heldmaier reported at the SAM Board of Directors meeting on April 10, 2017, the Board approved the SAM General Budget for Fiscal Year 2017/18 be sent as two separate budgets for the member agencies to consider and approve. The proposed Joint Powers Agency (JPA) General Budget for Fiscal Year 2017/18, and the proposed Contract Collection Services Budget for Fiscal Year 2017/18 need to be approved by Resolution by the member agencies by June 1, 2017 to ensure the SAM Board can comply with the requirements of the JPA.

The overall Collections Budget has decreased by \$55,414 over the prior Fiscal Year, mainly due to lower equipment budget. Additionally, the allocation of costs between the contracting member agencies is now based on the percentage of total lines cleaned and percentage of lift stations maintained rather than a percentage of total man hours. The 2017/18 assessment for MWSD for the Collections Contract Services is \$285,934, 11% less than in the prior year.

The General Budget contains, for the first time, an Infrastructure Division Budget, that is based on a SAM approved 5 year Capital Improvement Program designed to address the maintenance shortfalls of SAM. The addition of the CIP based budget, with inclusion of the Intertie Pipeline System Repair of the section that failed in early April, SAM is asking for an increase to the General Budget of \$4,546,100. The overall amount that SAM plans to spend under the General Budget is an increase of 111%, or \$8,692,302. MWSD's assessment would increase by 121% to \$1,877,537.

General Manager Heldmaier introduced Beverli Marshall, SAM Manager to present the budget and answer questions from the Board.

Ms. Marshall gave a slide presentation on the proposed budget for the Board. A copy of this presentation is attached to the minutes.

The discussion was primarily on the repairs that need to be done on the IPS. Ms. Marshall explained which sections needed to be repaired first and why. Currently we are not replacing what we are losing in value. That is the bare minimum. We have assets that have been fully depreciated. The cost of the

temporary repairs have been expensive and this should have been avoided by good planning. This is what we are moving towards. Ms. Marshall has included a priority list of projects. They all have a high risk factor. These need to be addressed. Ms. Marshall is looking into funding options right now but can't wait to find out if they are approved to start the projects.

Regarding the Contract Collection Services, this budget was based on all 3 member agencies continuing to be a partner and be involved in that. Obviously, if one member pulls out, that could have some implications. For right now, all 3 member agencies are looking to contract with SAM.

Ms. Marshall directed the Board to page 13 of the presentation and the significant CCS budget changes from FY 2016/17.

Ms. Marshall acknowledges the new assessments for next fiscal years budget are quite significant increases, however feels very necessary for what we need to be doing.

Director Wilson would like a more complete budget before presented again.

Director Slater-Carter explained this is a result of 3 different agencies asking for 3 different things.

Director Boyd explained on this budget there are 5 years of prioritized projects our engineers, staff and consultants have listed as most important. We are also playing catch up on some of these projects.

Director Huber requested information on the sections that need to be repaired from La Costanera down the line. General Manager Marshall reported all down the line needs repairs. The only section that has been done in the last 34 years is the Vallemar project that has just been completed.

Director Huber commented there are no other choices than to repair these issues. General Manager Marshall noted we could roll the dice and hope we don't have another series of events like we have been having. Each one of these events opens us up to fines and litigation for spills that violate the Clean Water Act. The experts say that the more we are proactive to address these issues, the better it is. We need to be proactive recognizing we could have serious environmental problems.

One of the things General Manager Marshall wanted to report to the Board is we are not even replacing what we are losing in value. We are not keeping up with depreciation and that is usually the bare minimum to keep up with. Staff is looking into grants and funding to help with these projects.

Another mention was the collection budget. The collection budget has been prepared keeping in mind that all three agencies will continue to contract with

SAM. Ms. Marshall understands there will be a significant increase but very necessary.

Director Slater-Carter noted as President of the Board, she would like to extend an invitation to all Board members to tour the entire SAM system. This will give you an idea of what we are speaking about and put this all in the right perspective.

Director Boyd requested more comments regarding the engineering increase to the budget. General Manager Marshall reported those line items actually significantly relate to the work that may be done under the infrastructure projects. There is also technical work that may have to be contracted out.

2. Receive Draft Fiscal Year 2017-2018 Water and Sewer Budgets.

General Manager Heldmaier reported staff has prepared Draft Water and Sewer Operations Budgets. The Draft Operating Budgets are only showing a portion of the District's cash flow. Additional Capital Improvement Programs will be developed in the coming weeks. Additionally, other main factors that are needed to calculate rates, like the Sewer Flows and assessments will also be developed soon. Staff suggests referral of the Draft Budgets to the Finance Committee for further review.

The purpose of this draft budget is to show the potential impact of higher SAM assessments to MWSD's sewer side.

General Manager Heldmaier gave a brief presentation of the draft budgets.

There was a brief discussion regarding a 218 notice and the timing being an issue to have the ability to increase the rates before we place the charges on the tax roll. There is essentially no time to do this.

Pippin Cavagnaro, cost of construction for small projects in small districts that are running under 10 to 20 million dollars are at a huge disadvantage now because private industry has gobbled up the contractors.

Director Wilson suggested to hand this over to the Finance Committee for further review and discussion.

3. Review and Possible Action Concerning 2017 District Water Master Plan Update and 2017 Connection Fee Study.

General Manager Heldmaier reported the Montara Water and Sanitary District has developed its last Water System Master Plan Update in 2011, including the 2011 Capital Improvements Program followed by the development of the Connection Fee Study, as the 2011 Water Master Plan results were instrumental in lifting the moratorium on new connections and thus opening the process of adding new water connections to the District's water system.

Following over five years of water system operation without the moratorium and completing of major water system capital improvements, the Board authorized and staff developed a 2017 Water System Master Plan Update to review the current water demands, water supply portfolio, anticipated growth per the San Mateo County Local Coastal Program (SMC LCP), and identify system improvements needed to continue operating the water system and adding new customers. The 2017 Water Master Plan work resulted in the development of the long-term (10 years or longer) and short term CIP for adding new customers to the water system that, in turn served as the foundation for the 2017 Connection Fee Study Update.

The 2017 Master Plan Update will be completed in its entirety and presented at the May 18, 2017 Board of Directors meeting. The 2017 CIP that comprises Chapter 6 of the 2017 Master Plan is attached.

The 2017 Water Master Plan supports the long-term resource planning of water supply and water system facilities for the current and future water demands and creates a basis for the MWSD's CIP. The 2017 Master Plan describes and assesses the existing water infrastructure, examines current and projected water demands, and outlines viable alternatives to allow the District to fulfill its mission:

To sensitively manage the natural resources entrusted to our care, to provide the people of Montara-Moss Beach with reliable, high quality water, wastewater, and trash disposal at an equitable price, and to ensure the fiscal and environmental vitality of the District for future generations. Be open to providing other services desired by our community.

The objectives of this 2017 Water Master Plan included addressing the following key issues for the MWSD water system:

- Assess current and future water supply reliability to ensure adequate daily service and fire protection for the District's customers;
- Assess the water system's historical water quality and treatment infrastructure reliability;
- Assess the hydraulic capacity of the District's existing distribution and storage facilities; and
- Develop a near-and long-term CIP to address existing deficiencies in the water system's infrastructure and future water demands through buildout, as outlined in the San Mateo County Local Coastal Program (LCP).

Consistent with the District's current capacity charge methodology, Bartle Wells and Associates recommends use of an incremental cost approach used in this fee update, the updated capacity charge:

- Excludes cost recovery for any facilities previously funded by the District's prior issuances of General Obligation Bonds.
- Excludes cost recovery for buying-in to capital improvements and other assets funded by prior or existing ratepayers, even though some of

these improvements may provide benefit to new connections, such as via improved system reliability.

- Recovers costs based on the incremental water demand placed on the water system by new connections, regardless of whether the connection is from new construction, redevelopment, or a transition to District water supply from properties currently served by private wells.
- Ensures that updated capacity charges are appropriately sized to recover the cost of capital improvements required exclusively for serving growth.

As such, the updated capacity charges represent a conservative approach to calculating updated charges. The updated fee would apply consistently to all new or expanded water connections based on the new water demands of each connection which is in proportion to the system capacity needs for serving each connection.

General Manager Heldmaier then handed over the presentation to Tanya Yurovsky, District Engineer of SRT Consultants, who provided a Power Point Presentation on the Master Plan Update. Ms. Yurovsky concluded her presentation with a request to entertain any questions.

Director Slater-Carter: Do your costs include or do we anticipate that our Public Works Plan would need to be updated as a result of some of these projects?

District Engineer Tanya Yurovsky. The short answer is no because it's all within the scope of the current Public Works Plan. They don't include any projects that would trigger any additional amendments in Phase 2. The main reason is that because of the current supply and demand situation and the facilities that the District owns and operates – there is no need for expansion as far as the Public Works Plan is concerned. Public works Plan amendment and/or Phase 2 is triggered by any means outside where the District service area is rather outside of the streets where there is no main right now. We are not doing that or proposing to do that. Adding new sources to satisfy new demand – we are not proposing that because obviously you saw you have sufficient supply so those two triggers are not needed in the CIP for the Master Plan – that does not anticipate any need for a case – to happen any time soon.

A copy of Ms. Yurovsky's presentation is attached to the minutes of this meeting.

General Manager Heldmaier: I suggest that we switch over to Alex's presentation which builds on his Water Capacity Charge Update.

Alex Handlers, District Financial Advisor, provided a Power Point presentation to the public and Board.

A copy of Mr. Handler's presentation is attached to the minutes.

At the conclusion of Mr. Handlers' presentation, Director Wilson requested public input before consideration by vote of the Board members.

Chris Thollaug, a Montara resident commented: So I got pulled back into this as a part of the discussion we were having with the community about wells and well conversions. And my expectation at that point in time was that we were going to have a public workshop to discuss these issues because some of them are mechanical, some are related to models, and some relate to what standard is customary. But some are policy issues that are really more subjective than that and, in a way, I think is assisted by better understanding of these fundamentals. A lot of the folks that were over at the trailer park when we had 75 people show up were basically venting anger and I didn't find that particularly constructive. It was illuminating in terms of the sentiment that is out there. But what I am interested in is understanding as well as I can how these numbers are arrived at and querying some of the assumptions. So I put together a list of questions that I don't expect to have answered tonight. In fact, I don't want them answered tonight. What I would like is the ability to have a dialogue with the District Engineer and with Bartle Wells who are long-term resources for the District. They understand the history and they understand the domain. So let me run through this list. And so if you have questions about questions, I can respond.

So my first query was that Bartle Wells is using an incremental cost approach for calculating the updated water capacity charges and it is the one that the District has used historically. I would like to know a little more about what the methodologies are and why this one is advisable at this point in time or if there are others that might lend themselves to be part of the solution to some of the issues that we are facing, particularly around well conversions.

Second point, Table One of the 2011 water capacity charge projected 270 connections, 2010-11 through 2015-16. So, that difference with the current draft was one projection of connections over time. You can move to looking at a number of scenarios that are on a percentage basis probably going from less than we would expect to weigh more than we would probably expect and from the discussion. It was very helpful and I understand a little more about that approach. It does raise some other issues, and particularly for me, I would like to know what happened with that new customer capital improvement program. We had 8.8 million of projects identified that were 100 per cent new customers. Were any of those completed? And how many new customers did we have over that period? And what methodology are we really going to look at going forward to estimate given that we don't have a crystal ball? I am particularly sensitive to this because I was on this Board when we did the sewer plant expansion and the sewer plant was expanded to serve full capacity, full build out at a time when there was a lot of animosity between people that were representing themselves as pro-growth and ones that were camped in the camp of no-growth. And result was we spent way too much money on capacity that is rusting in the ground and will never be used. Right? So I heard the statement that we can start making connections in advance of some of this work. But eventually, you have to pay the Piper. But I would like to

understand better historically what projects were undertaken and what were the expenditures?

I would like to understand do we have a methodology in data sources that were identifying this helpful in looking at our crystal ball? What is going to happen going forward? Bullet 4 – I have said before this is a different approach in terms of looking at a range of scenarios. There is for each dollar figure associated with the level of capital investment required to support that level of expansion but I don't see any connection between those stated dollars and the new customer CIP. So there are eight projects listed there. One is funded out of the developer side. The Big Wave Project. All the others have a mix of being new customer and existing customer and the percentages that they represent are somewhere in the 20 percent to 100 percent. So I would like to understand better how that allocation between existing and new is made. And also to just understand for each project – each scenario, what are you thinking in terms of how the new customers are calculated?

The total project cost distribution which is Table 2 of the New Customer Water System Capital improvement program shows 1.6 million dollar cost allocation for new connections for main replacement project totaling 7.5 million. My questions are – how those that 1.6 million allocation? How does that relate to those six scenarios? What funding level? What level of expansion is that funding level provided for? Is it build out at the max? At the mid-point? I don't know. I can't tell. Each of those six scenarios has a dollar number associated with it. I would like to be able to connect the dots and understand, which projects, which portions of what projects are required by that level of expansion. I have that question for all the projects. Particularly for the one that is labeled "Develop additional supply liability" -- which I am all for. I am all for Mom and Apple Pie, too, but I would like to know what that means. And again, how do you relate the increased reliability for current users vs. that for new users.

And I really think a workshop where we can engage in a dialogue – a simple dialogue, not a venting dialogue, would be really helpful. Particularly when we are dealing with something as difficult as the well conversion issue. Which has an analogy that I really love your thoughts on. They have a way to get water now – the imperative for them to get on a meter is only about well sales to me. At that price. And we have to acknowledge that the reason that we are looking to remove public wells, or private wells, from the aquifer, is we want better control and management of that aquifer. That is a public good. I support that. But we also need to look at this in a manner that can't be construed as a "taking". I think that we need to look at these well owners and say is there a way for us to get these on the system without having them feel that like they are being shafted by the district. And allowing that animosity that has developed over many years to continue to ferment or is there something we can do to solve the problem. Thank you.

Director Wilson. Thank you. Let's bring it back to the Board.

Director Huber: I am really troubled by this. Not so much for the concept of the water capacity charge for new construction to build a new house but I am very concerned about this by the fact that it treats existing well owners the same way as a new connection. And there is the implicit – there is a statement through this whole thing that somehow these are new customers that they have made no contribution to the system before – and so therefore should be treated like a new connection. I just think that that is so totally off base. We are not like Dublin, we are not like those other areas where there truly is new connections, new houses and stuff like that. Here the majority of new connections could very well be well owners, and therefore, to treat them as a group that is the same as new construction, I think there is something really wrong with that. Because it's not like new construction where they bought a piece of property and they want a developer who wants to develop fifty or a hundred units. This is someone who lived in the community for a long time. In a lot of cases, they voted on this in 2003, and they made contribution to the General Obligation Bond, that they are paying property taxes and you can say, yes, we bought up an old beat-up system that was very deficient and stuff like that, but they still participate in the purchase of that and it is through their efforts that we can make any improvements whatsoever because they were part of supplying a stable base for us to go forward. They were the ones who contributed as did the existing rate payers, but of course, there was the payment of the obligation bonds, so that, pretty bluntly, we won't make any distinction between well owners and new construction, I don't want to have anything to do with this.

Another point is that in this whole analysis there is no mention made of increased revenue as a result of water sales. I also question the general idea that you could neatly and easily split out what is the benefit to new customers and existing customers because I think they are very much intermingled. You improve the telemetry at the Portola storage tank that benefits everybody. That you replace a water line with a higher capacity water line that in many cases is not a simple matter that will ever be used anyway. It has to be replaced at some point. And when you replace it, you replace it with a larger one that still benefits everyone. Having a greater redundancy of a water supply benefits everybody - - it's not just new customers because you can't predict, or accurately say wells aren't static. They go bad. Something happens that we need additional redundancy and that is not just the benefit of the new customers. It is for the benefit of everybody so that is where I'm coming from.

Director Harvey. Bill brings up a good point. Before we go on – these points about the difference between a new – well owners and new construction

Alex Handlers, District Financial Advisor: I just want to say – there is a different between policy decisions and benefits so we aren't saying this is the only way. There are different legitimate ways. One perspective is – when a new well owner shifts onto the water district, it is like a new house on vacant land. It is going to put the same new demand on the water system. That is what the fee is based on. You have to pay for their additional services to serve that new demand. So from some perspectives, whether it is a well conversion or a new construction or

redevelopment, a house that develops into ten unit apartments, it is an increase to demand, so it is blind to what the source is. On the other side of the equation, the well owners made payments when there is a moratorium so they weren't already connected to the system. They weren't allowed to connect to the system, not their decision because they were improving the property when they built the new home. Their G.O. bond payments are probably higher than the vacant land next door and then you point out the property taxes too. These folks are paying property taxes that are helping fund water and sewer as part of it yet they are not district customers

Director Huber: Don't forget the difference between the urban and outside urban boundary.

Alex Handlers, District Financial Advisor: Yes, people outside - so there is a legitimate perspective in my mind that well owners are not exactly the same as the vacant land next door. Keeping the GO Bonds even if you don't factor the go bonds into the equation; there is the property tax in the equation as well. That could be brought into this some way or other - so all of the above is - from the water system perspective, you look for the engineering side a new demand is a new demand. From the other side of the equation, there are some differences between a well owner who wants to convert with property taxes vs. the vacant land next door. So, both sides have valid perspectives.

Attorney David Schricker. With respect to making distinction between well owners and new construction, the constitutional clause provides equal protection and finds with respect to the distinction between a well owner and a new construction insofar as they place a demand on the water system. We are talking in terms of a capacity charge. And that relates to demand. And in order to make a distinction between users or new connections, there must be -- you must be able to show the distinction on the demand not upon the characteristic of the user but on the demand that that user makes on the system. This is a constitutional principal.

Director Huber: So how would you come up with a solution that doesn't pit well owners against ratepayers?

Director Wilson: The question on the tier system we now have which I guess is kind of blind in demand but based on consumption --

Attorney David Schricker: - and costs a burden on the system and that is the relationship - on government code -- you have to show reasonable relationship between the demand and the cost. And so according to that, you have to distinction between the characteristic of the user. You have to show that there is a difference between a well user and its demand on the system as opposed to new construction connection demand on the system.

Director Wilson - Can you do that by the location for instance if you are forty miles down the pipeline which would require more water pressure to get it there with someone who is downtown.

Director Boyd: East Bay Mud has those three tiers.

Director Wilson: So I guess what you are trying to say certain locations have more demand than others. I guess that's what we are saying.

Attorney Schricker: You can't make a distinction -- Three tiers -- so that is actually what we think would be the same. Certain locations have more demand. And depending on what the demand is. That is an engineering type of calculation.

District Engineer Tanya Yurovsky: I just want to make comment that EBMUD example -- the increased connection charge is for additional pumping. . . .

Director Wilson: but there is a pull that back to pressure on the system depending on where they are located.

District Engineer Tanya Yurovsky: -- no it is based on the facility there is required to serve them. Only to serve them.

Director Boyd: So if you had part of all your population down low and the other population at the top of the mountain, you have to have pumps to get it there. Is that the kind of situation you are saying?

District Engineer Tanya Yurovsky: Yes.

Attorney David Schricker: Generally that aspect relates to operational costs. So instead of talking about a capacity charge, it seems to me that would relate more to the operational cost which is a ratepayer consumer service charge. Monthly service charge.

Director Wilson: We are not going to solve this nor should we try to solve this tonight, but the idea of Chris having a work study would be very valuable to us. Because I think what we will be able to do is tier this all out whether we are restricted by law, what are our options, what are the related realities that we have. To your point, if there are models out there that you have suggested that there are other models out there --

Alex Handlers, District Financial Advisor: -- and we calculated these fees by numbers and difference approaches. Some with wind up with higher fees; and some would be lower fees. And it doesn't mean that one approach is inherently wrong but what is the most appropriate mix of objectives. What Dave is talking about -- you can't say "hey we are only going to charge you for ten units of demand but you have to pay fifteen units. Some agencies to have different zones where they may say you need more facilities to serve that zone over there than that zone over there. EBMUD is a giant agency. Their zones include ten cities in each of those zones so there are huge areas and part of the reason why they have a higher cost on -- we will call it -- they call it the East Bay hills is because there are some other facilities that are serving it and there are different clients and higher

demands FOR Homes. Dave says they are making a difference between a home that happens to be, I'll say in San Ramon – than a home that is on a small lot in Oakland or Alameda.

Director Huber: You do not have the various well owners being part of the mix. That is the unique property here. Correct?

Alex Handlers: The fact is there was a moratorium and had people connect but could not connect to the system is not very common.

Director Huber: and then you have the added limitation if a well owner goes on to the system, they place an equal need as new construction so you have to treat the two equally but can you in essence spread it for assisting well owners for fees already paid e.g., general obligation bond and part of property tax. It would be a tricky calculation. Would take some more. But if you want to be equitable about the whole thing, it seems to me you have to take something like that into account.

Director Boyd: How do you address the decision to expend the money to construct during the moratorium and make the personal financial decision to go ahead and construct a well and make agreements that say "I'll connect when the time comes" and then the space of the moratorium coming off. How are you thinking about this? We are all grown-ups deciding to become homeowners. We are making decisions, financial decisions, about when and where to invest. You could build—say you built in '91. You come here or Hillsborough. Both have real serious challenges or you can go to South San Jose or Gilroy. We all have decisions and factors and the factors to make those decision. Primary to that is the agency. The ability of us as adults to make decisions for family and or financial future. And I'm not sure how I'm not hearing in this discussion about "fair" where agency is coming into your thinking on that?

Director Huber: OK, so first of all, a person that – let's say was – had the expectation that they were waiting for a moratorium being lifted but had to connect to the system. Let's eliminate that so that is not a consideration that they don't have to connect to the system. It is

Director Boyd – well if you want to build here, you have to get water.

Director Huber: we aren't talking about building. We are talking about homeowners on wells. They are part of our community.

Director Boyd: I absolutely agree they are part of our community. You and I know a whole bunch of these folks. I am not trying to draw some distinction of who is or who is not part of the community. Let's not imagine there is any kind of that demand going on. They are part of the community then if there is a divide, then there must be some view that you have on that. They are all part of the community. Whether or not they are hooked up to our system is a clear physical distinction. This is what I thought you were talking about. If you want to make it some other social thing, fine. Let's be clear about the subject. I don't think we are.

Let's talk about – we have the people who had property on wells prior to the moratorium going into place but then we had a whole collection of properties that were developed after the moratorium began. That moratorium ran for 30 – how many years – almost 40 – so during that time people made financial decision to build those homes are here and the homeowners are part of this community. The decisions made at that time came with understandings. Moratorium. County made – I firmly believe – an unwise decision to substitute urban domestic wells for what we – this group – took on to do – which was the responsible development of additional supply so we could provide a municipal system for this new construction. Water under the bridge, but that is part of our historical layout here – but we have people who made decisions after the moratorium started, I will agree there is a real sense of difference between the people who were here and built the wells before any of this mattered – my house was originally constructed in 1914. I'm sure it had a well. Because there was no domestic distribution system although one actually got started around that time. I read the inventory. There were 50 different pieces that may have had a system. But the people who made a decision after the moratorium went in, if you are going to make this big case about fairness, I think that is fine. Let's brew into that the decisions that were made given the constraints, given the commitments and I'm curious where in all of that somebody was told that somebody else was going to come in with additional financial contribution to their side of things.

Director Wilson: Can I – I'm a little bit – Our time is up at 10 p.m. We are not going to solve this tonight. And then I think I would like to recommend we do a work study and we can really – get the questions out.

Director Boyd – one brief comment. There was something Director Huber said that I supported. You said in your earlier statement about trying to understand the difference between allocation and new demand current demand the benefit going each way and how you didn't see it as something that was crystal clear. I want to see those turned as questions to our engineer to – if there is uncertainty about how things are being put into one way or the other – we are told this is an engineering decision – and so I want to ask – take those questions and ask the engineers so we can get an engineering answer. I don't think it's fuzzy but if anybody does, then we should go through that another time. I support getting clarity on this is what I am saying.

Director Huber: to the point that someone being an adult and developing a property after the moratorium went into effect – having the expectation that they would have to connect to the system – I was under the summation – this 2003 this water capacity charge didn't come into play until 2011 so the time that they made their decision about what they were going to do, their expectation of what it would cost to connect to the system was significantly less and so the fundamentally changed the nature of the decision. The other part is the fact that they had a vested interest in the system even though they weren't deriving benefit from it – in other words – water – through the fact that they are paying property tax, a certain amount of that property tax went to the District.

Director Harvey: I just wanted to say Dave's point about the non-distinction to those who are on wells vs. those we were on the system as far as time on the well or either on the well or you are not. You are on the well for a year vs on a well for twenty years. There are two categories.

Attorney David Schricker: In the context of the capacity charge. We have to look at it legally. What is the demand made by the connection? The distinction would have to be made between a well owner and any other user who connects. There would have to be a rational basis for making a distinction as to demand. Not by status but by demand.

Director Slater-Carter: I would note that we are talking about fairness, the underlying principle, you are seeking fairness for a subset of people in this community.

Director Slater-Carter: I do notice on page 14 of the Bartle Wells notes, in a box it says it excludes cost recovery for facilities funded by the Districts general obligation bond.

Director Huber: Someone is paying the general obligation bond.

Director Slater-Carter: I don't mind getting in for the long haul. I understand what you are trying to do but I am happy to engage or not. It also says for the audience it excludes cost recovery for capital improvements and assets funded by prior or existing rate payers. So you are asking this Board to critique a subset of people to be able to come in essentially and the larger group of ratepayers – all of the existing ratepayers – they aren't getting any kind of compensation for what these folks are buying into. So one of the things that I would like to see, I think, if we are talking about this is what the numbers are if you users had to buy into the existing systems. And I think that is going to be a tough one because people who have been on the system some who have been on the system for 50 or 60 years have been paying under a different rate structure because they were paying through Citizens Utilities and CalAm but they were paying for improvements to these systems and maintenance and operations of those systems and those systems wouldn't exist without those people and maybe those homeowners even if they are not even specific people should get – if we are talking about fairness- we should be talking about fairness across the board. And Dave I have a question for you. It is my understanding from many discussions here that our meter fees that are supposed to work for a particular set of costs throughout the district and then our demand fees, our water rates are based on the cost of production and delivery of the water. So even if we and correct me if I'm wrong guys – but even if we get new customers – they are not contributing to the expansion or improvement of the system so much as just paying for the cost for us to have the staff and the equipment to deliver the water. So any increase in customer base – those monies can't be used for buying a larger system to serve them because under – its my understanding – under the state law – we are constrained in how we can fund those improvements and we have to keep those separate from our meter fees and our capacity – our water rate charges.

Attorney David Schricker: In principle as I indicated in my memorandum, question from the General Manager, the law does acknowledge provisions to be made for buy-in of system capacity. But you have to specify, improvements or what the facilities would be funded by that connection, portion of the connection charge. So you have a mixed basis for connection charge could between new facilities and by existing facilities, all of this has to be demonstrated that there is a rational relationship between the capacity charge and the cost of providing that capacity. The cost comes from existing facilities and new facilities. You have to track that.

Director Wilson: I guess my perspective is there are a lot of unknowns from this presentation tonight and a lot of these questions are based in going down to questions that Chris and some of the members of the Board have asked tonight and I would favor if it is okay with the four of us to allow you to show different models, break out the numbers in a way – I think ultimately the fairness is that each group is paying the costs of everything that we have talked about. But at this time, the numbers I've seen, I can't pull them apart. So the question is – is that a possible? Can that be done over the next period of time prior to a public hearing or a workshop? You have a set of numbers for these improvements and I assume they are based on cost assumption ---- Alex mentioned to us there are different scenarios out there – I would love to see what those are just so we have – at least what other agencies are doing – find an agency like outs that has well owners vs. other I can't believe we are the only entities that have these challenges.

General Manager Heldmaier: We are the only ones.

Director Slater-Carter: I went in 2001 to the State Department of Water Resources and they said we were the only one. And they said we can't do anything. The County is in control. The only other one that has a somewhat similar situation is Half Moon Bay – Granada CCWD. But they don't have any water supplies and they are running on a very very different model because their connection fees are for sale on the black market and are now \$50 or \$60,000 to the owner of the permit and the District gets something like \$6,000 so I wouldn't want us to compare us to that.

Director Wilson: This water district draws my attention but ----- that is like Tahoe which forced both their users and sewers and off wells –

Director Slater-Carter: Was that South Shore?

Director Wilson: That is specifically what I'm talking about. My uncle had a cabin . . . and the question is – is it relevant or not relevant

Director Slater-Carter: They had serious ground water issue.

Director Wilson: Yes they did. So I am trying to say some mandates were put on switching over and it would be interesting to see what models they created.

Director Slater-Carter: That was done in the 60's?

Director Wilson: The only reason I am bringing it up – we are probably not the norm – but it would be nice to find something – to tackle

Director Huber: Isn't Cambria in that situation

Alex Handler, District Financial Advisor: They are running out of water.....

Director Huber: but they had a combination of wells.

Alex Handler, District Financial Advisor: They had a moratorium and then they turned to black market selling of connections but you never want to get into that situation. They could prevent it – but there are a lot of different anomalies and agencies out there and a lot of cases there might be something comparable to a well owner or something like that – there are different agencies that handle things different ways – there is not a single right answer at the end of the day. There are differed legitimate perspectives and also bringing up conceptually – what are some different conceptual fee approaches – how but your things roughly look at if we do an entire forensic analysis of every improvement made since 1915 etc. So that can all be done and explain some different potential approaches for dealing with these people without violating what Dave is mentioning. Arbitrarily saying – hey we are only going to assign you two units of demand and someone else gets twenty. So I think it is a balance of objectives that would be reflected in some policy decisions that the Board will have to make at the end of the day.

General Manager Heldmaier: My thoughts on this are that we have gone through this quite a number of meetings already. We provided a number of detailed documents, for example, about the inclusion of the G.O. bonds. As Alex says, there are probably a number of different approaches to this and every approach will have its plusses and its minuses. At the end, what I'm trying to avoid here is the very usual situation for a public agency of – you don't provide enough information. We have to drill deeper and we have to look at this further and further. We have done quite a bit of work on this. We have provided so much insight and actually a lot of aspects, when it comes to the well owners. We understand from setting rates, from setting fees, that whatever model is picked, not everybody will be happy. But what we have to do here is provide a fair approach, and that is up to the Board to decide what is fair. Staff has made some suggestions here. We are happy to provide a little bit more suggestions and maybe detail different models for example but this is costing the agency big dollars. We are talking about consultants that provide expert advice at not the cheapest rates. So we are a small agency. We are fighting here over the beliefs that I have to say, I think you guys have to come to grips on how to deal with this in really a fair manner and that is the best approach for the entire district.

So . . . I have to say I see you guys Getting entangled in weeds.

Director Slater-Carter: I have a quick question for either you or Alex. At today's interest rate

Alex Handler, District Financial Advisor: for borrowing for financing:

Director Slater-Carter: Yes. So if you took \$14,000 over ten years, what would roughly – I can't do it in my head, many you guys can.

Alex Handler, District Financial Advisor: Ten year financing for \$14,000. If you took \$14,000 spread over ten years, the interest rate would even be lower. 2.5%.

Director Slater-Carter: Because if people take advantage of the loan we are offering, they are saving thousands of dollars.

Director Slater-Carter: That you did for the previous one. So they are actually saving thousands of dollars andAnd if they take advantage of the ability to buy that connection now, our costs are going to continue going up. \$14,000 is the cheaper price until we adopt a higher price, which may be \$17 and then next year it might be \$18, then it might be \$19 – ½. So offering people that financial advantage of having an interest free loan for ten years is a way of being fair and acknowledging that people who are in the community right now can improve their own standing with water. If somebody has to go in and replace a pump, you are looking at thousands of dollars. If you have to go in – and I have heard of houses in the urban area here – where they can't drill another well that have oil in them, no water, nitrates, I'm trying to think of some of the other – there were some other pollutants that were in the water – MPVD is kind of in the back, in the urban area. So and people don't test for that. If you have to put in a treatment system and maintain it, that is another problem. When you buy into our system, you get a fabulous staff, great consultants, you get a working system that for the water quality is tested, that meets State standards. I do know that when you buy a house, they don't test for nearly as many things on an individual well as we test for the system. So you are buying into an advantage for your house. It just seemed to me that we should not forget that this District stepped forward and it has made an offer available to people to help them save money and have and be part of a system that adds value to their house. And every single house is this District – ever single house – urban area – rural area – every single house that is paying on the G.O. bond has fire protection and they have benefited from that and it is a protection that is in your fire insurance rates. We have recently been looking for insurance for property that we have in another state. We have been asked how far are you – are you within 1000 feet of the nearest hydrant? Are you within two miles of the nearest fire station? That helps keep your insurance rates down. That's accumulative cost that people are benefiting from – even people like me who live in the rural area – and if my well goes out – I get to pay \$15 or \$20,000 to put a new well in. Plus the treatment system plus everything else. So there are costs that are going to be associated. I would like to see a decision on this – and I must admit – I am going to be gone for the next almost two months. I will be available by phone. But so wherever and whatever this happens, I will be available. But I think if we are talking about just numbers and engineering that is one thing. We need to

see the benefit from what everyone receives in this community has done. And this community paid for the Bond. Agreed to buy the system. Negotiated on it and funded the bond. It is everyone. Not just a few well owners. So those people – if we want to be fair – we need to include as many people as possible. Well owners are one of the sub-sets in issue here. People with kids, seniors, we can divide in all kinds of ways. But we need to be fair to the people who are on the system already.

Director Wilson: I think a work study is essential. Let's bring closure to this. You recommend that in June we come back with ... I think we should go with the work study in June. Questions have been presented to us by Chris and others and we will get those questions answered to the best we can. And the goal should be that we have this work study with the idea that we will bring closure to that.

Director Boyd – I think we have a lot of good material that we can direct towards getting some clear presentation and some good interaction.

Director Wilson: I agree and I think Scott, Kathryn and everyone else around here – any information you have so they don't have to search would be useful. Then we can do this in June.

4. Review and Possible Actin Concerning Filing Notice of Completion for the 2015-2016 Sewer Improvement Project and Spot Repairs.

General Manager Heldmaier reported: With this title, I think this is pretty clear. We engaged with D'Arcy and Harty in the summer of 2016 for construction of a certain project namely sewer repair project. And we received a letter from the District Sewer Engineer that the project has been successfully completed. Received a notice of completion to be filed with the County recorder essentially after the period, the retention was returned.

Director Slater-Carter moved to authorize the General Manager to file the attached Notice of Completion with the County Recorder. Director Huber seconded the motion.

All Directors are in favor and the motion passed unanimously 5 – 0.

5. Review and Possible Action Concerning Approval of District/County Cost-Sharing Agreement for Kanoff Street Repairs.

General Manager Heldmaier reported: I think everybody is aware of the Kanoff Street situation. I don't have to explain the details but we have now an agreement as we already announced in prior meetings that we will work with the County. We have an agreement in place. This essentially is asking for a lump sum amount of \$54,500 to reimburse the county for work that they are going to do. I have already contacted Yvette of the County so they are probably letting me know tomorrow that this is going to happen. They have this in their plans for May. The cost estimate that we have received for the work from Pippin is much higher. Almost – it won't be

as cheap as the county for the work – we think this is a deal because it will absolve us of all of the future liability.

Director Huber questioned if the county is paying a portion

General Manager Heldmaier responded the county's portion is everything above \$5,400.

Director Slater-Carter moved to adopt the next Resolution in line, a Resolution Approving and Authorizing Execution of Cost Sharing Agreement for Road and Drainage Repairs on Kanoff Street in Montara, California. Director Huber seconded the motion.

All Directors were in favor and the motion passed unanimously 5 – 0.

REPORTS

1. Sewer Authority Mid-Coastside Meeting (Boyd) –

Director Huber asked about the recent emergency repair.

Director Slater-Carter explained the repair was just for the emergency part of putting it in. Now I don't know specifically what the number is. I do know that Tim Monahan from SRT spent at least one and possible two 24 hour days on this. We were very, very lucky in that particular instance. This District and Granada have put in the wet weather storage tank in Granada and that saved us and gave us working time and we were able to pump backwards. It would have been nice if it had been bigger if our staff hadn't been so rushed. They were just fabulous. As you can see from the SAM budget, that is only the beginning.

Director Boyd reported regarding the Recycled Water Project, we are in the process of receiving updates as SRT does the work on getting us to finishing out what constitutes the 25 percent design. The preliminary reports we have so far are looking very positive. The tone and tenor of discussions among the parties especially from CCWD but they have kind of put the ball into our camp with their proposed term sheet for an agreement between SAM and CCWD. It doesn't incorporate much of what was put on the table from other agreements from around the area of the Ocean Colony partners that provided a set of those. Rick Lohman also provided additional So we have a discussion to do around the terms. In the meantime I will just replay some of the points that I made. Every day that we spend getting to where this project becomes real – is a day that the Ritz gets closer to falling into the ocean. It has an expected lifetime before that bluff compromises the property and its useful lifetimes literally wearing away as the ocean pounds on the bluff. So as we are fighting about how you take some things – we just glibly talked about amortizing things out over a time period. This is actually a time window that is getting smaller and so the cost that the annual debt service costs for funding this project goes up every single day because the lifetime of the Ritz is not going to get longer. It may get shorter. So we are pushing hard up against the financial feasibility of the number for ocean colony partners to do the debt service on this. And if that number of years of serviceable life gets too

few, that will just push that annual number up above what they can handle and be completely unfeasible.

Someone asked if we were talking about the golf course?

Director Boyd: They are glove and hand. There is no viable golf course I am just going to tell you what Bruce told us – one of the two running Ocean Colony partners – these two businesses operate hand and glove and w/o hotel, the golf course is not financially feasible. Not financially viable and golf course itself is the draw for the hotel. There are imminent businesses but you can see the symbiosis that those two businesses provide jobs for a great number of Coastsiders – economic vitality and cash flow directly into the City of HMB's coffers -- there is tax money that goes into the City's coffers from the golf courses. It is a substantial number every year and the Ritz has all sorts of taxes that go in. The most significant one is occupancy tax. Millions of dollars a year in the City's coffers and we as partners of HMB in the sewer authority need HMB to have the financial strength that comes from those two businesses being vital in order to be the good working partner that is willing to come in and fund all of the capital opportunity, all of the O&M and all of the CIP at SAM they have not been willing to pay for when times were lean. We don't want to go back to that. It is in our interests to drive this thing through. If we don't get it done soon, it would be infeasible just b/c we took too long. Time is of the essence and if CCWD does not get on with some of these activities for example, they could already be putting out an R and P for project management. They are planning the lead on CEQA. This is not an inconsequential effort and one they could start today. As soon as we have the complete wrap up on the 25% design, we are going to push on making the decision on the financial feasibility immediately and get to work on these things that have been stalled out. And I don't know why they are stalled out. There are a lot of pieces that we have worked very hard to get into place.

Director Slater-Carter – I would comment however that ----- water project is going to be a lot of money that we would have to put up front – andreimbursed.....but we haven't been reimbursed for any of our spending to date. Approximately over the last 7 years. But we have had in the mix the last seven years and building up money to get that calculated and we need to make sure we can work with the other member agencies in HMB including the HMB – b/c for instance if they decide to take their own O and M services for their sewer system away from SAM it is going to show a huge division in SAM that can impact our ability to get grants on other sources of funding for the recycled water project. And that is something that I think this Board needs to keep a close eye on Is what is going on w/ HMB who receives a huge amount of money from the transient occupancy taxes and so on and the golf course and they need the golf course but if they are not willing to make sure that SAM stays whole financially, then we need to discuss what our priorities are.

2. MidCoast Community Council Meeting (Slater-Carter) – Director Slater-Carter reported the last meeting of MidCoast Council was presentation by Sam Herzberg of what the County is doing for parks and recreation for the Midcoast.

Now the planning commission – I believe its next week – is having a discussion of the vacation rental – new vacation rental ordinance – while the county is very worried about affordable housing, they are not too particularly worried about housing for profit-vacation rentals. One fellow said well I have a four unit apartment complex I used for four units of vacation rentals. There are four units of relatively affordable housing. The county is not trying to make any kind of coordination or understanding of what the effect of what vacation rentals have on the housing supply.

3. CSDA Report (Slater-Carter) – (Slater-Carter) at the last meeting the big concern was what it costs for each district to purchase and pay for our own elections the issue was raised by the Harbor District that is looking at a fee of over a million dollars for the next election.

4. CCWD, NCCWD Committee Report – (Harvey, Huber) None

5. Attorney’s Report (Schricker) – None

6. Directors Report – Director Boyd mentioned he had the opportunity to travel to japan recently. I just noticed that as we went to every city, the sewer the utility covers were gorgeous pieces of art work. As we have opportunity, I would love to score some possibilities for us to use some of our artistic expressions.

Pippin Cavagnaro will send examples of covers made in the USA with an artistic expression.

7. General Manager’s Report (Heldmaier) – None

FUTURE AGENDAS-

REGULAR MEETING ENDED at 10:43 P.M.

CONVENE IN CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Government Code § 54956.9(d))

Name of case: Claim of J. Cockrell

PUBLIC EMPLOYEE EVALUATION (Gov’t. code §54967)

ADJOURNMENT

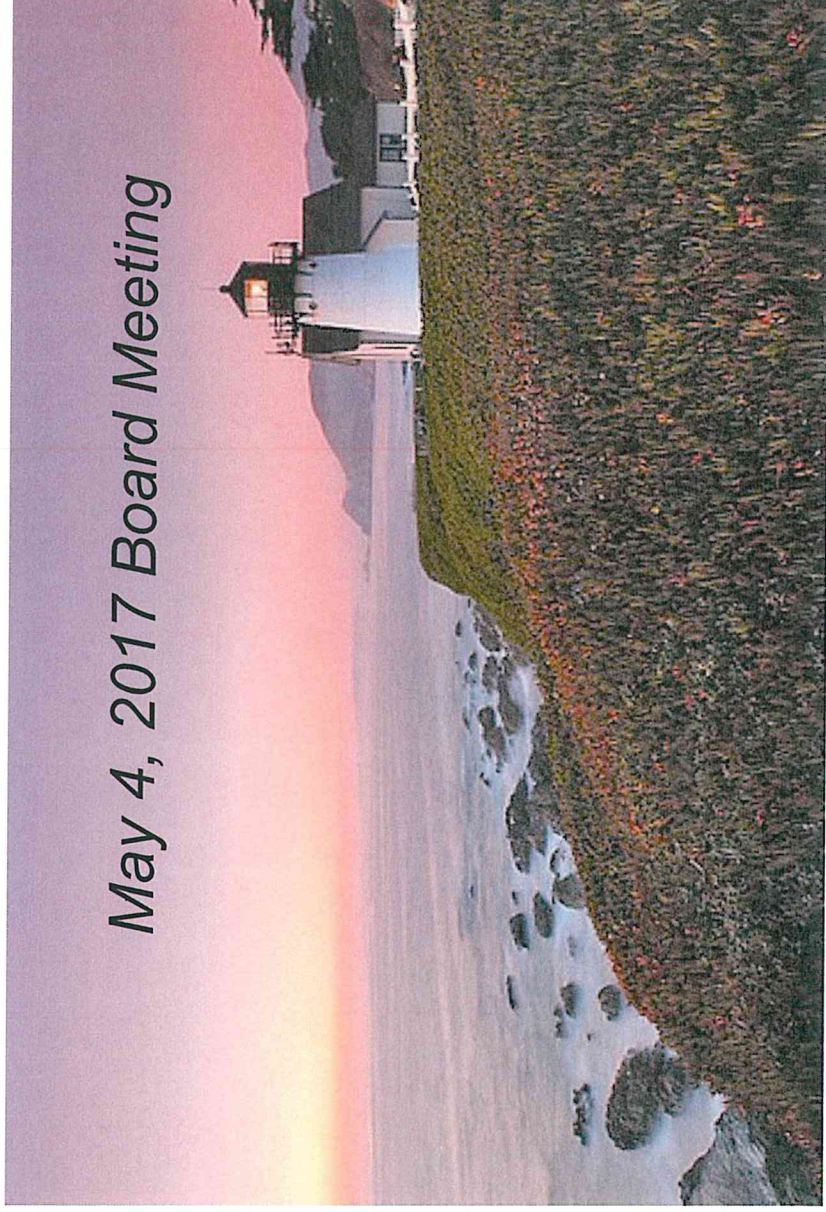
Respectfully Submitted,

Signed _____
Secretary

Approved on the 6th, July 2017

Signed _____
President

Montara Water and Sanitary District 2017 New Customer CIP



WATER MASTER PLAN OVERVIEW

Purpose and Approach

Water Master Plan Objectives:

- To report the status of the current supply, demand, and water system condition
- To project the future demands on the system and assess the capacity of the sources and distribution system to meet that demand
- To act as the guiding document for future policy and management decisions

WATER MASTER PLAN OVERVIEW

Purpose and Approach

Master Plan Outcomes:

- A living planning document that focuses on water system supply, demand, and distribution system analysis, usually updated every 5-10 years
- ***Capital Improvements Program***: a plan that identifies capital projects and includes budgetary costs for the improvements

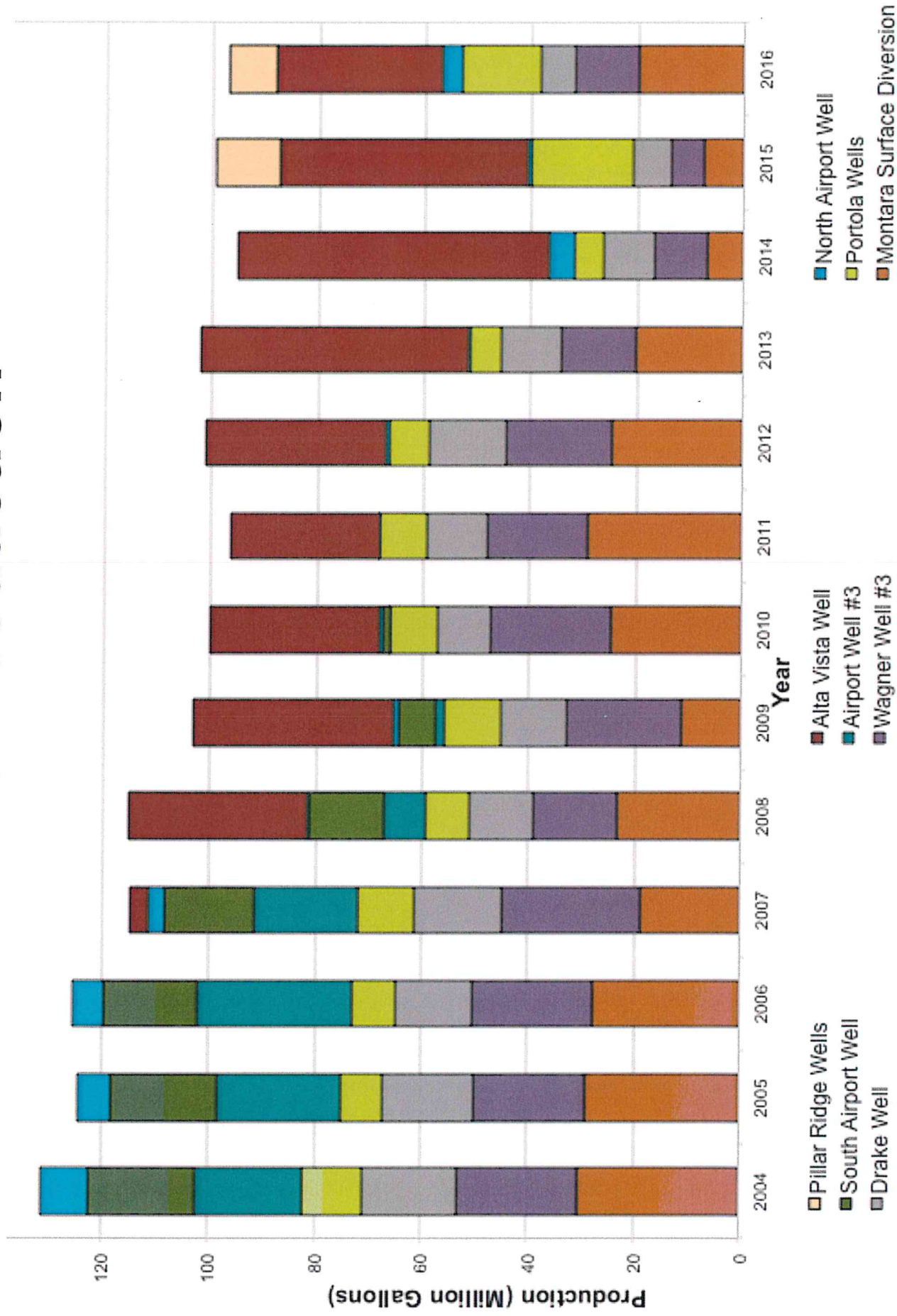
WATER MASTER PLAN OVERVIEW

Supply and Demand Analysis

Supply and Demand Summary, in gallons per day (GPD) 2004 - 2016 Averages	
Average Daily Demand (ADD) OR Average Daily Source Production <i>Based on source production records</i>	296,018 GPD
Maximum Daily Demand (MDD) OR Maximum Daily Source Production <i>Based on source production records</i>	478,230 GPD
Average Daily Water Use <i>Based on Metered Sales Records</i>	271,501 GPD
Total Reliable Supply <i>Calculated with largest source out of service</i>	758,800 GPD

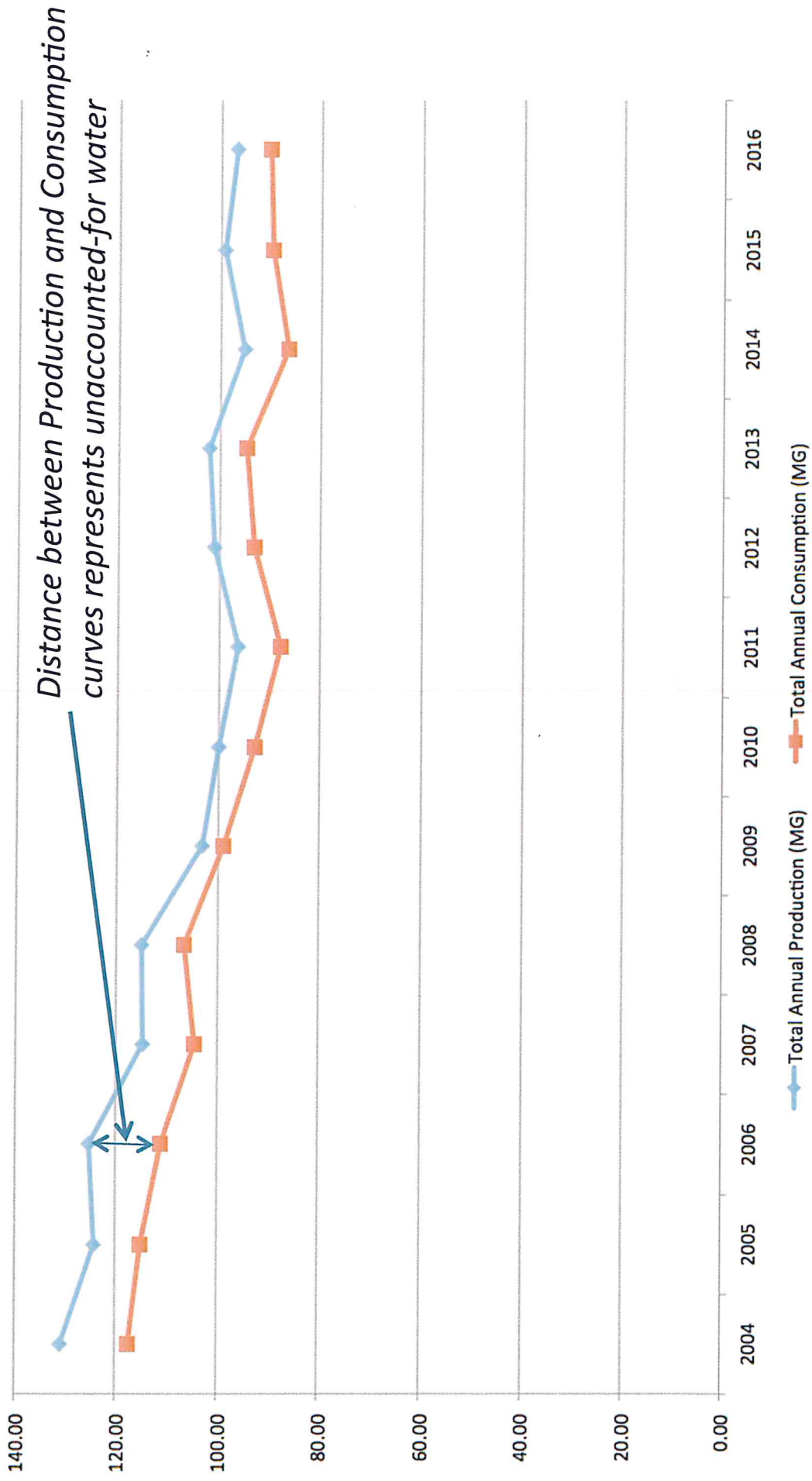
WATER MASTER PLAN OVERVIEW

Water Production



WATER MASTER PLAN OVERVIEW

Production & Consumption Trend 2004 - 2016



WATER MASTER PLAN OVERVIEW

Demand Projection

Year	Total Reliable Supply (gpd)	Maximum Projected MDD (gpd) ^{1 2}	Excess or Deficit Supply (gpd)
2016	758,880	478,230	280,650
2020	758,880	500,020	258,860
2030	758,880	565,999	192,881
2040	758,880	631,978	126,902
2050	758,880	697,957	60,923
2060	758,880	763,936	-5,056

¹ Projections are based on the maximum allowed residential growth per the SM County LCP – 1-percent annual growth.

² The future MDD projections use a per capita demand of 66 gpcd.

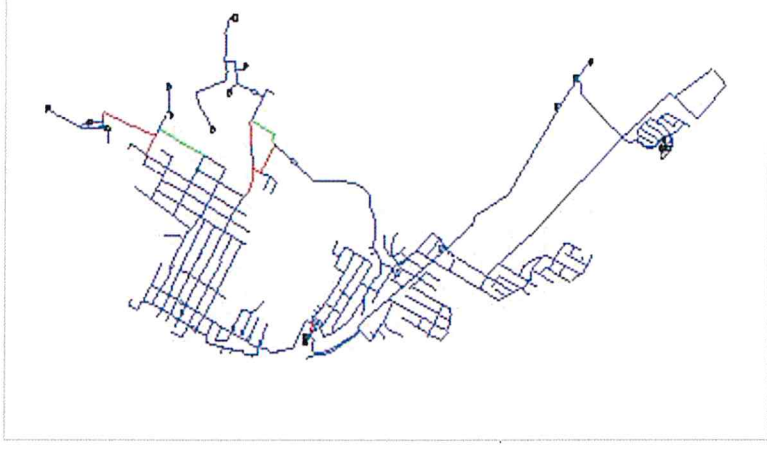
WATER MASTER PLAN OVERVIEW

Distribution System Analysis

- Model utilizes Navier Stokes equations to mathematically simulate the water system.
- The model is used to test system stress, such as fire flows, peak hour demands, and future demands.
- Model results such as high velocities, headlosses or low/high pressures help identify areas in need for improvements.



MWSD System Hydraulic model
Pipe color-coded by diameter



MWSD System Hydraulic model
Future Demand Scenario
Pipe color-coded by headlosses

CAPITAL IMPROVEMENT PROGRAM

Purpose and Approach

- Water Master Plan usually results in a Capital Improvement Program (CIP).
- A CIP identifies and prioritizes projects that are necessary to ensure a safe and reliable water system for years to come.
- CIP Projects are usually scheduled according to future need and available budget.

CAPITAL IMPROVEMENT PROGRAM

Purpose and Approach

CIP Projects are identified through:

- System Deficiency Analysis
- Infrastructure Inspection and Assessment
- Operator Interviews
- Redundancy Review

CAPITAL IMPROVEMENT PROGRAM

2017 MWSD New Customer CIP

- Developed based on system deficiencies that result from new customer demand
- Only includes improvements necessary to serve new customers
- Is complementary to the annually updated *Existing Customer CIP* that addresses system rehabilitation needs

CAPITAL IMPROVEMENTS PROGRAM

2017 MWSD New Customer CIP

- Includes 8 projects and programs
- CIP is implemented and financed by the WCC, with exception of the Big Wave Main Extension Project that is financed solely by the Big Wave developer.

2017 New Customer CIP
1. Water Main Upgrade Program
2. Existing Well Upgrade Program
3. New and Upgraded PRV Stations' Program
4. Emergency Generator Upgrade Program
5. Schoolhouse Booster Pump Station Upgrade
6. Portola Tank Telemetry Upgrade
7. Develop Additional Supply Reliability
8. Big Wave Main Extension Project

2017 MWSD NEW CUSTOMER CIP

Program 1

Water Main Upgrade Program

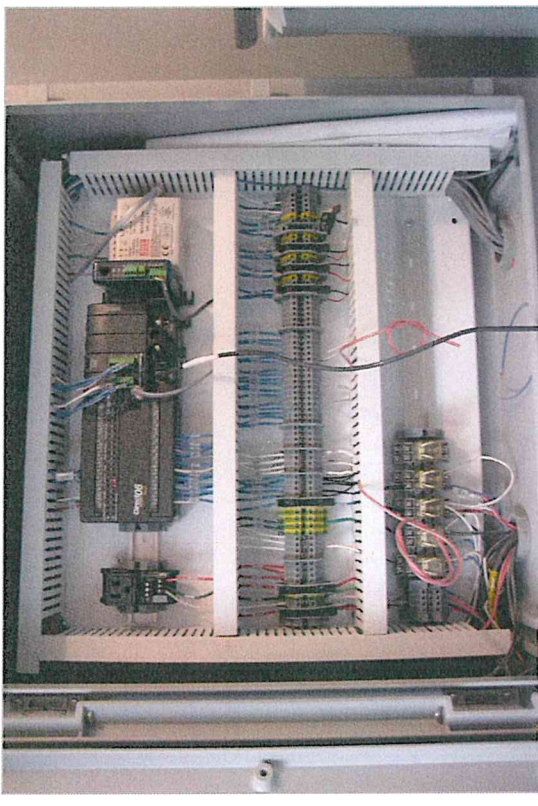
- New water mains and up-sizing of the existing water mains to accommodate demands due to new customers
- Includes installation of an estimated 12,800 linear feet of 8-inch- to 10-inch-diameter mains
- **Estimated Cost: \$7,484,500**



2017 MWSD NEW CUSTOMER CIP Program 2

Existing Well Upgrade Program

- The pump and motor replacement and piping modifications required to accommodate increased demand due to new customers
- This program would involve replacement of all existing pumps, motors, and motor control centers (MCCs) and associated power supply improvements
- **Estimated Cost: \$3,389,000**



2017 MWSD NEW CUSTOMER CIP

Project 3

New and Upgraded PRV Stations

- Due to the addition of new customers throughout the service area, the District will install up to 5 new PRV stations and upgrade up to 13 existing PRV stations
- **Estimated Cost: \$1,856,000**



2017 MWSD NEW CUSTOMER CIP

Project 4

Emergency Generator Upgrade Program

- Existing generators will become undersized following upgrades of the existing pumps and motors and will require replacement due to new customers
- The associated appurtenances, including automatic transfer switches (ATS) would also have to be replaced due to the increased generator and system capacities
- **Estimated Cost: \$889,500**

2017 MWSD NEW CUSTOMER CIP

Project 5

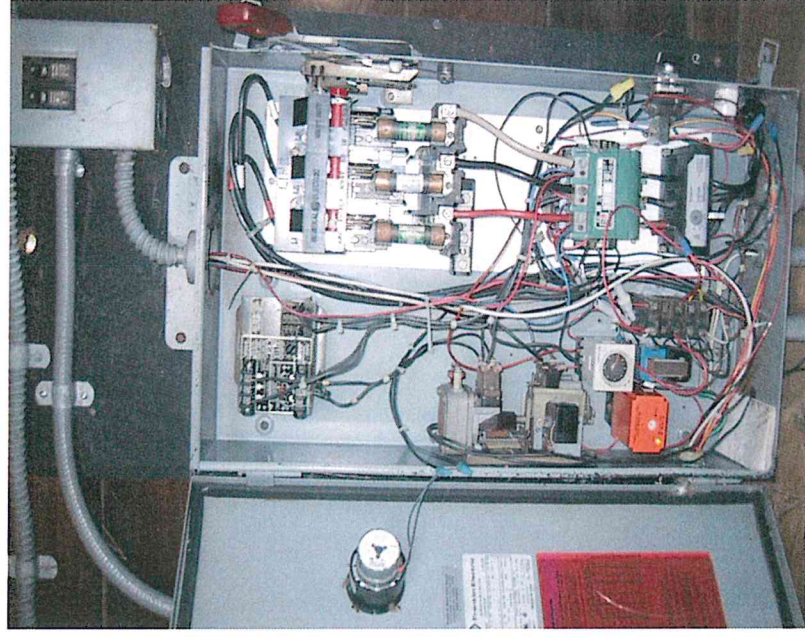
Schoolhouse Booster Pump Station

- Additional demand necessitates the installation of a new set of booster pumps and re-design of the entire pump station
- Includes a new set of pumps and a new building
- **Estimated Cost: \$1,545,000**



2017 MWSD NEW CUSTOMER CIP

Project 6



Portola Tank Telemetry Upgrade

- Existing Portola Tank currently operates with no telemetry link to SCADA
- Addition of new customers requires adding the tank to SCADA to ensure optimization of operations
- **Estimated Cost: \$250,000**

2017 MWSD NEW CUSTOMER CIP

Project 7

Develop Additional Supply Reliability

- Provides for planning, permitting, and implementation of water supply augmentation to ensure that reliability remains intact with the addition of the new water customers
- District has a 20-percent water supply reliability and redundancy, which will initially be utilized to add new customers
- **Estimated Cost: \$1,984,000**



2017 MWSD NEW CUSTOMER CIP

Project 8

Big Wave Water Main Extension Project

- This project will install a new 12-inch-diameter, 4,400-foot-long water main extension required to serve the Big Wave NPA development
- The developer will fund this project in its entirety. This project is NOT included in the water connection fee calculations.
- **Estimated Cost: \$2,030,000**



2017 MWSD NEW CUSTOMER CIP SUMMARY

Improvements Program	Estimated Cost
1. Water Main Upgrades Program	\$7,484,500
2. Existing Well Upgrade Program	\$3,389,000
3. New and Upgraded PRV Stations' Program	\$1,856,000
4. Emergency Generator Upgrades Program	\$889,500
5. Schoolhouse Booster Pump Station Upgrade	\$1,545,000
6. Portola Tank Telemetry Upgrade	\$250,000
7. Develop Additional Supply Reliability	\$1,984,000

2017 MWSD NEW CUSTOMER CIP Cost Distribution

Water System Capital Improvements Required for Serving Different Levels of Growth		
Growth Scenario	Estimated Population Growth	Estimated Cost of Improvements to Serve New Connections
Scenario 1	3%	\$1,290,500
Scenario 2	6%	\$1,940,500
Scenario 3	12%	\$3,530,500
Scenario 4	35%	\$10,260,000
Scenario 5	47%	\$13,856,000
Scenario 6	59%	\$17,398,000

Montara Water and Sanitary District

Existing Customer

Water System Capital Improvement Program

Update FY17/18 – FY21/22

May 2017

Board of Directors

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Kathryn Slater-Carter, Secretary

Jim Harvey, Director

Clemens Heldmaier, General Manager

Montara Water and Sanitary District

WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM UPDATE (FY2017/18 – FY2021/22)

The District’s water system requires improvements to address system renewal and replacement needs, continue to improve water supply reliability, and ensure sufficient response under daily operational scenarios, fire flow, and emergency conditions. These potential improvements make up the District's Capital Improvement Program (CIP) and include the rehabilitation of the existing infrastructure, addition of new facilities, development of new sources of supply, implementation of repair and replacement, and preventive maintenance programs.

In 2003, the Board established the CIP prioritization criteria that serve as the foundation for the District's capital improvements decision-making process to ensure a relevant implementation schedule and adequate funding for the improvements. The criteria provides a method to rate the relative importance of a particular project based upon factors such as protection of public health, employee safety, legal and regulatory requirements, and funding constraints. These criteria established which projects should be implemented in any given year and over the CIP planning horizon. The prioritization criteria used by MWSD are presented in Table 1, below, categorized into three priority levels, listed from most to least critical for implementation.

Table 1. Prioritization Criteria		
Priority Level	Description	Examples
Level One <i>Mandatory Projects</i>	<i>“Must do” – highest priority.</i> District has little or no control to defer.	<ol style="list-style-type: none"> 1. Projects required by law/legislation, regulations; 2. Projects protecting health and safety of employees and the public; and 3. Project funded by others.
Level Two <i>Necessary Projects</i>	<i>Must be done.</i> District has moderate level of control over the timing of implementation.	<ol style="list-style-type: none"> 1. Projects required for providing adequate emergency storage and meeting fire flow requirements; 2. Projects reducing water system losses and reducing pipeline leaks.
Level Three <i>Discretionary Projects</i>	<i>Should be done.</i> District has significant level of control over the timing of implementation.	Projects that are required but can be deferred to a later date. Level Three Projects can be completed as needed, if Level One or Level Two Projects are postponed.

In addition, following introduction of new domestic connections to the water system in 2011 by the Board, the District has started developing a two-part CIP that includes projects designed exclusively for or shared by the new customers connecting to the water system. This category is funded through the Water Capacity Charge (WCC). The second category of projects is needed for the existing customers and designed to provide appropriate levels of renewal and replacement for the current water system. The water rate revenues fund these projects.

Montara Water and Sanitary District

WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM UPDATE (FY2017/18 – FY2021/22)

The planning-level cost estimates included in this CIP are total project costs with the +50%/-30% estimating accuracy and include the following elements:

1. Engineer's opinion of probable construction cost
2. Planning, permitting, legal, and administrative costs 40 percent
3. Planning-level contingency 25 percent

While the CIP projects and programs included in the following sections include long-range and short-term projects for the water system, the summary presented in Table 2, Project Cost Distribution and Fiscal Year Schedule, only includes capital projects and portions of the capital programs that the District anticipates completing the next five (5) fiscal years. Project descriptions that follow include the cost of the entire project or program that may extend beyond the initial five years of the CIP. The actual timing of implementing the project would depend on various factors, including but not limited to the number of customers requesting water connections, regulatory climate, etc.

This document includes Existing Customer CIP only. The New Customer CIP is described in Chapter 6 of the 2017 Water Master Plan Update and presented separately.

Montara Water and Sanitary District

WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM UPDATE (FY2017/18 – FY2021/22)

Table 3. Total Project Cost Distribution and Fiscal Year Schedule – Existing Customer CIP

Existing Customer CIP - WATER	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5-Year CIP Total
Distribution System Renewal and Replacement Program	\$300,000	\$200,000	\$200,000	\$200,000	\$200,000	\$1,100,000
Water Conservation Program	\$8,500	\$8,755	\$9,018	\$9,288	\$9,567	\$45,128
Well Rehabilitation Program	\$100,000	\$100,000	-	-	-	\$200,000
Storage Tank Rehabilitation Program	-	\$100,000	\$50,000	-	-	\$150,000
Emergency Generator Replacement	\$75,000	\$40,000	\$40,000	\$40,000	\$40,000	\$255,000
Vehicle Replacement Fund	-	\$25,000	\$27,000	\$29,000	-	\$81,000
Pillar Ridge Rehabilitation Program	\$20,000	\$50,000	\$300,000	\$25,000	\$50,000	\$445,000
EXISTING CUSTOMER CIP TOTAL	\$503,500	\$523,755	\$626,018	\$303,288	\$299,567	\$2,276,128

Montara Water and Sanitary District

WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM UPDATE (FY2017/18 – FY2021/22)

PRIORITY LEVEL TWO – NECESSARY PROJECTS

The District's water system requires improvements to address system renewal and replacement needs and ensure sufficient response under daily operational scenarios, fire flow, and emergency conditions. These necessary improvements make up the District's Priority Level Two, Necessary Projects, which include the rehabilitation of the existing infrastructure, repair and replacement, and preventative maintenance programs.

Priority Level Two – These projects provide measurable progress in achieving the District's goals, but over which the District has a moderate level of control over the timing of implementation. Examples of such projects include projects reducing water system losses and reducing pipeline leaks.

Table 4 below provides a list of the Priority Two Level projects. These projects serve existing District's customers and are funded by the water rate revenues.

Table 4. Priority Level Two – Necessary Projects
1. Distribution System Renewal and Replacement Program
2. Water Conservation Program
3. Storage Tank Rehabilitation Program
4. Generator Replacement Program
5. Vehicle Replacement Fund
6. Pillar Ridge Rehabilitation Program

Montara Water and Sanitary District

WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM UPDATE (FY2017/18 – FY2021/22)

PRIORITY LEVEL TWO – NECESSARY PROJECTS

Program: Distribution System Renewal and Replacement Program

Priority: Level Two

This program is an on-going annual rehabilitation program that includes the following projects:

- Mechanical systems replacement
 - Water meter replacement
 - Water lateral replacement
 - Water main replacement
 - Fire hydrant replacement
-

Project: Distribution System Renewal and Replacement Program

CIP Total Cost: \$1,100,000

Project Funding: This program will be funded by existing customers through water rate revenues

Basis of Priority: This program is ranked as Priority Level Two because it address system renewal and replacement needs and ensure sufficient response under daily operational scenarios, fire flow, and emergency conditions.

Montara Water and Sanitary District

WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM UPDATE (FY2017/18 – FY2021/22)

PRIORITY LEVEL TWO – NECESSARY PROJECTS

Program: Water Conservation Program

Priority: Level Two

The District continues its multi-year rebate program to encourage customers to replace their fixtures and appliances with water-efficient units.

Project: Water Conservation Program

CIP Total Cost: \$45,128

Project Funding: This program will be funded by existing customers through water rate revenues.

Basis of Priority: This program is ranked as Priority Level Two because it continues to promote water conservation.

Montara Water and Sanitary District

WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM UPDATE (FY2017/18 – FY2021/22)

PRIORITY LEVEL TWO – NECESSARY PROJECTS

Program: Storage Tank Rehabilitation Program

Priority: Level Two

The existing Alta Vista Tank 1 (AVT 1) was inspected in 2016 and found needing to be taken off line for rehabilitation. It was determined that the tank floor and areas on the wall of the AVT 1 shows signs of significant corrosion. AVT 1 will be rehabilitated, including: cleaning, recoating and corrosion spot repair. Some areas, such as the tank floor, may require more extension corrosion repair.

Project: Storage Tank Rehabilitation Program

CIP Total Cost: \$150,000

Project Funding: This program will be funded by existing customers through water rate revenues

Basis of Priority: This program is ranked as Priority Level Two because it ensures continued operation of the existing water supply sources

Montara Water and Sanitary District

WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM UPDATE (FY2017/18 – FY2021/22)

PRIORITY LEVEL TWO – NECESSARY PROJECTS

Project: Emergency Generator Replacement

Priority: Level Two

This project will replace one of the existing emergency generators that reached the end of its useful life.

Project: Emergency Generator Replacement

CIP Total Cost: \$75,000

Project Funding: This project will be funded by existing customers through water rate revenues

Basis of Priority: This project is ranked as Priority Level Two because it ensures efficiency of water operations.

Montara Water and Sanitary District

WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM UPDATE (FY2017/18 – FY2021/22)

PRIORITY LEVEL TWO – NECESSARY PROJECTS

Project: Vehicle Replacement Fund

Priority: Level Two

This funding is targeted to a renewal of the District fleet of trucks and started in FY 15/16 with a \$30,000 purchase of a heavy truck followed by replacing one light truck annually in the following two years of the CIP.

Project: Vehicle Replacement Fund

CIP Total Cost: \$801,000

Project Funding: This project will be funded by existing customers through water rate revenues

Basis of Priority: This project is ranked as Priority Level Two because it ensures efficiency of water operations.

Montara Water and Sanitary District

WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM UPDATE (FY2017/18 – FY2021/22)

PRIORITY LEVEL TWO – NECESSARY PROJECTS

Program: Pillar Ridge Rehabilitation Program

Priority: Level Two

Consolidation of the Pillar Ridge Water System into the MWSD water system benefits all District's customers. The addition of new facilities, however, necessitates planning for the renewal and replacement of the Pillar Ridge treatment, supply, and storage facilities. Existing customer water rate revenues will fund this project.

Project: Pillar Ridge Rehabilitation Program

CIP Total Cost: \$445,000

Project Funding: This program will be funded through water rate revenues

Basis of Priority: This program is ranked as Priority Level Two because it ensures existing facility functionality and reliability

Montara Water and Sanitary District

WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM UPDATE (2013 – 2018)

PRIORITY LEVEL THREE – DISCRETIONARY PROJECTS

Projects not meeting the criteria for Priority Level One or Two are ranked as Priority Level Three. These projects are needed, albeit may not yet have defined scopes, schedules, or funding sources. Many factors exist that may promote Level Three projects to Level One or Two such as the release of new regulations and legislation or the availability of funding.

Priority Level Three – Projects that are required but can be deferred to a later date. Level Three Projects can be completed as needed, if Level One or Level Two Projects are postponed. District has significant level of control over the timing of implementation.

Table 17 below provides a list of the Priority Level Three projects. Funding for these projects is not currently included as part of this CIP.

Table 5. Priority Level Three – Discretionary Projects
1. Portola Tank Road Repair
2. Alta Vista Water Treatment Plant Replacement
3. District Office Remodel
4. New Large Service Connections

Montara Water and Sanitary District

2017 Water System Master Plan Update
New Customer Capital Improvements Program

May 2017

Board of Directors

Dwight Wilson, President

Scott Boyd, President Pro Tem

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Kathryn Slater-Carter, Secretary

Jim Harvey, Director

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Montara Water and Sanitary District

NEW CUSTOMER WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM

The District’s water system requires improvements to address system renewal and replacement needs, continue to improve water supply reliability, and ensure sufficient response under daily operational scenarios, fire flow, and emergency conditions. These potential improvements make up the District's Capital Improvement Program (CIP) and include the rehabilitation of the existing infrastructure, addition of new facilities, development of new sources of supply, implementation of repair and replacement, and preventive maintenance programs.

In 2003, the Board established the CIP prioritization criteria that serve as the foundation for the District's capital improvements decision-making process to ensure a relevant implementation schedule and adequate funding for the improvements. The criteria provides a method to rate the relative importance of a particular project based upon factors such as protection of public health, employee safety, legal and regulatory requirements, and funding constraints. These criteria established which projects should be implemented in any given year and over the CIP planning horizon. The prioritization criteria used by MWSD are presented in Table 1, below, categorized into three priority levels, listed from most to least critical for implementation.

Table 1. Prioritization Criteria		
Priority Level	Description	Examples
Level One <i>Mandatory Projects</i>	<i>“Must do” – highest priority.</i> District has little or no control to defer.	<ol style="list-style-type: none"> 1. Projects required by law/legislation, regulations; 2. Projects protecting health and safety of employees and the public; and 3. Project funded by others.
Level Two <i>Necessary Projects</i>	<i>Must be done.</i> District has moderate level of control over the timing of implementation.	<ol style="list-style-type: none"> 1. Projects required for providing adequate emergency storage and meeting fire flow requirements; 2. Projects reducing water system losses and reducing pipeline leaks.
Level Three <i>Discretionary Projects</i>	<i>Should be done.</i> District has significant level of control over the timing of implementation.	Projects that are required but can be deferred to a later date. Level Three Projects can be completed as needed, if Level One or Level Two Projects are postponed.

In addition, following introduction of new domestic connections to the water system in 2011 by the Board, the District has started developing a two-part CIP that includes projects designed exclusively for or shared by the new customers connecting to the water system. This category is funded through the Water Capacity Charge (WCC). The second category of projects is needed for the existing customers and designed to provide appropriate levels of renewal and replacement for the current water system. The water rate revenues fund these projects.

Montara Water and Sanitary District

NEW CUSTOMER WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM

The planning-level cost estimates included in this CIP are total project costs with the +50%/-30% estimating accuracy and include the following elements:

1. Engineer's opinion of probable construction cost
2. Planning, permitting, legal, and administrative costs 40 percent
3. Planning-level contingency 25 percent

While the CIP projects and programs included in the following sections include long-range and short-term projects for the water system, the summary presented in Table 2, Project Cost Distribution and Fiscal Year Schedule, only includes capital projects and portions of the capital programs that the District anticipates completing the next five (5) fiscal years. Project descriptions that follow include the cost of the entire project or program that may extend beyond the initial five years of the CIP. The actual timing of implementing the project would depend on various factors, including but not limited to the number of customers requesting water connections, regulatory climate, etc.

This document contains the CIP required to serve new customers while the existing customer CIP is presented in a separate document.

Montara Water and Sanitary District
NEW CUSTOMER WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM

Table 2. Total Project Cost Distribution and Fiscal Year Schedule – New Customer CIP

New Customer CIP - WATER	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	5-Year CIP Total
Water Main Upgrade Program	\$300,000	\$309,000	\$318,270	\$327,818	\$337,653	\$1,592,741
Existing Well Upgrade Program	-	-	\$280,000	\$288,400	\$297,052	\$865,452
New and Upgraded PRV Stations' Program	-	\$250,000	\$257,500	\$265,225	\$273,182	\$1,045,907
Emergency Generator Upgrade Program	-	\$150,000	\$154,500	\$159,135	\$163,909	\$627,544
Schoolhouse Booster Pump Station Upgrade	-	-	-	-	\$350,000	\$350,000
Portola Tank Telemetry Upgrade	-	\$150,000	\$100,000	-	-	\$250,000
Develop Additional Supply Reliability	-	-	-	\$450,000	\$1,000,000	\$1,450,000
Big Wave NPA Water Main Extension	\$30,000	\$2,000,000	-	-	-	\$2,030,000
NEW CUSTOMER CIP TOTAL	\$330,000	\$2,859,000	\$1,110,270	\$1,490,578	\$2,421,795	\$8,211,644

Montara Water and Sanitary District

NEW CUSTOMER WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM

Priority Level One projects almost exclusively address the projected system deficiencies related to adding new customers to the system. Most of the anticipated system deficiencies are due to adding new connections to the system and increasing water demands.

Priority Level One – These are the highest priority, “must do” capital projects. The District has little or no control to defer these projects. Examples of such projects include: (1) Projects required by law/legislation, regulations; (2) Projects protecting health and safety of employees and the public; and (3) Project funded by others.

Table 3 below, contains *Priority Level One* projects and programs that have been formulated to provide benefit to, and be paid for by, new District customers. A detailed discussion of the projects follows.

Table 3. Priority Level One – Mandatory Projects
1. Water Main Upgrade Program
2. Existing Well Upgrade Program
3. New and Upgraded PRV Stations’ Program
4. Emergency Generator Upgrade Program
5. Schoolhouse Booster Pump Station Upgrade
6. Portola Tank Telemetry Upgrade
7. Develop Additional Supply Reliability
8. Big Wave Main Extension Project

Montara Water and Sanitary District

NEW CUSTOMER WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM

Project: Water Main Upgrade Program

Priority: Level One

Under the water main upgrade program, the District will undertake the effort of designing and constructing upsizing of the existing distribution system mains to accommodate increasing demands due to the addition of new water customers. This program includes an estimated 12,800 linear feet of 8-inch- and 10-inch-diameter mains installed in the water system replacing existing 2-inch, 4-inch, and 6-inch-diameter mains.

Upsizing of existing water mains and isolation and control valves will be required to accommodate new water customers.

The Water Main Upgrade Program will involve the strategic upgrade of existing water mains to incorporate "arterial distribution loops" throughout the system. These arterial loops will provide added redundancy and reinforcement to handle the addition of new customers or potential leaks and pipe failures. The loops will be designed utilizing the existing distribution system and the installation of short spans of new pipelines. Isolation and control valves will also be installed in critical locations as part of the loop design. As a whole, the arterial loops will provide the District's Operations Staff the ability to isolate and repair critical sections of the distribution system while still conveying water throughout the system. Additionally, this program includes upsizing of the existing mains that would become deficient due to added new customer demands.

Project: Water Main Upgrade Program

CIP Total Cost: \$7,484,500

Project Funding: This program will be funded by new customers through the WCC

Basis of Priority: This project is ranked as Priority Level 1 because it ensures redundancy and reinforcement of the distribution system to handle the addition of new customers or potential leaks and pipe failures.

Montara Water and Sanitary District

NEW CUSTOMER WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM

Project: Existing Well Upgrade Program

Priority: Level One

The existing District's wells operate within their design parameters in the existing water system. Hydraulic analysis demonstrates, however, that with increased demands due to new water customers, existing wells' pumps and motors would need to be upsized to pump into the system. The pump and motor replacement and piping modifications are required to accommodate new customers due to increased pressures at each wellhead they would have to overcome. This program would involve replacement of all existing motor control centers (MCCs) and associated power supply improvements.

Project: Existing Well Upgrade Program

CIP Total Cost: \$3,389,000

Project Funding: This project will be funded by new customers through the WCC

Basis of Priority: This project is ranked as Priority Level 1 because it is required to accommodate new customers

Montara Water and Sanitary District

NEW CUSTOMER WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM

Project: New and Upgraded Pressure-Regulating Stations Program

Priority: Level One

Due to the District's water system configuration and the terrain of the service area, the District operates over 20 existing pressure-regulating stations (PRVs). With the addition of new customers throughout the service area, this project will install up to 5 new PRV stations and increase the capacity of 13 existing PRV stations.

Project: New and Upgraded Pressure-Regulating Stations Program

CIP Total Cost: \$1,856,000

Project Funding: This project will be funded by new customers through the WCC

Basis of Priority: This project is ranked as Priority Level 1 because it ensures efficient water distribution under new demand conditions

Montara Water and Sanitary District

NEW CUSTOMER WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM

Project: Emergency Generator Upgrade Program

Priority: Level One

Existing generators at the District's pumping and treatment facilities will become undersized following upgrades of the existing pumps and motors and would require replacement. This program would secure safe and reliable emergency power to the District's critical water treatment and delivery facilities and provide safe operation by staff under the increased demand conditions due to new customers. The associated appurtenances, including automatic transfer switches (ATS) would also have to be replaced due to the increased generator and system capacities.

Project: Emergency Generator Upgrade Program

CIP Total Cost: \$889,500

Project Funding: This project will be funded by new customers WCC

Basis of Priority: This project is ranked as Priority Level 1 because it ensures efficiency of operations under new demand conditions

Montara Water and Sanitary District

NEW CUSTOMER WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM

Project: Schoolhouse Booster Pump Station Upgrade

Priority: Level One

The District owns and operates the existing Schoolhouse Booster Pump Station. The addition of new water customers throughout the service area necessitates installation of a new set of booster pumps to accommodate the distribution system expansion for new customers and a new set of parameters under which the system would operate when demand increases. This project will include an addition of a new set of pumps and replacement of the existing pumps with larger pumps and motors.

Project: Schoolhouse Booster Pump Station Upgrade

CIP Total Cost: \$1,545,000

Project Funding: This project will be funded by new customers through the WCC

Basis of Priority: This project is ranked as Priority Level 1 because it ensures water deliveries to new customers with increased flows in the distribution system.

Montara Water and Sanitary District

NEW CUSTOMER WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM

Project: Portola Tank Telemetry Upgrade

Priority: Level One

The existing Portola Tank currently operates with no telemetry link to the District's SCADA system. While this arrangement works to serve existing water customers, addition of new customers throughout the District's service area will require adding the tank to SCADA to ensure operational optimization of the tank under new demand conditions.

Project: Portola Tank Telemetry Upgrade

CIP Total Cost: \$250,000

Project Funding: This project will be funded by new customers through the WCC

Basis of Priority: This project is ranked as Priority Level 1 because it ensures operational optimization of the Portola Tank under new demand conditions

Montara Water and Sanitary District

NEW CUSTOMER WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM

Project: Develop Additional Supply Reliability

Priority: Level One

This project provides for planning, permitting, and implementation of water supply augmentation to ensure that the water system's reliability remains intact with the addition of the new water customers to the system. Currently, the District has over 20 percent reliability and redundancy in its water supply portfolio achieved by existing District's customers through adding new sources, implementing water system improvements, securing the existing Airport Wells for its water supply portfolio, and through conservation. This portion of the water supply portfolio will initially be utilized to add new customers to the system; however, the supply reliability needs to be replenished and paid for by the new customers to ensure consistent continued reliability of the water system. The project includes new groundwater source planning, permitting, and development.

Project: Develop Additional Supply Reliability

CIP Total Cost: \$1,984,000

Project Funding: This project will be funded by new customers through the WCC

Basis of Priority: This project is ranked as Priority Level 1 because it ensures consistent continued reliability of the District's water system

Montara Water and Sanitary District

NEW CUSTOMER WATER SYSTEM CAPITAL IMPROVEMENT PROGRAM

Project: Big Wave NPA Water Main Extension

Priority: Level One

This project provides for the installation of a new 12-inch-diameter, 4,400-foot-long water main extension required to serve the Big Wave NPA development with 2,000 gallons-per-minute fire flow for 2 hours with the residual pressure at the hydrant on the Bog Wave NPA property of 20 pounds per square inch.

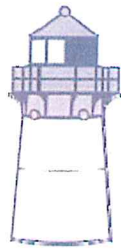
The developer will fund this project in its entirety. This project is NOT included in the water connection fee calculations.

Project: Big Wave NPA Water Main Extension

CIP Total Cost: \$2,030,000

Project Funding: This project will be funded entirely by the developer

Basis of Priority: This project is ranked as Priority Level 1 because it paid for by others



Montara Water and Sanitary District



Water Capacity Charge Update

Draft 04/28/17



BARTLE WELLS ASSOCIATES
INDEPENDENT PUBLIC FINANCE ADVISORS

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Background

The Montara Water and Sanitary District (District or MWSD) provides water, sewer and trash disposal services to the unincorporated areas of Montara and Moss Beach. The District is located on the Pacific Coast in San Mateo County, north of Half Moon Bay and south of Pacifica.

The District levies water capacity charges on new or expanded connections to the water system. These charges are levied as a condition of development or expansion, and are designed to recover the cost of capacity in infrastructure benefitting new development. The District's water capacity charges were last updated in 2011.

In March 2011 the District Board of Directors passed Ordinance No. 161 which amended the District code to repeal Section 5-4.229, the moratorium on new water connections, and added Section 5-4.100(a), which allows for the connections of new water customers. To facilitate the addition of new water customers, the District Engineer, SRT Consultants, updated the District's Water System Master Plan and concluded there was sufficient water supply available to start adding new customers. The Master Plan identified capital improvement needed to improve system reliability and serve growth. Infrastructure improvements needed to serve growth were detailed in a New Customer Capital Improvement Program (CIP) prepared by SRT. The capital improvements identified in the program were exclusively for the benefit of new connections and excluded cost recovery for capital improvements benefitting the existing customer base.

In April 2011, Bartle Wells Associates (BWA) updated the District's water capacity charges based on costs identified in the New Customer CIP developed by SRF. The District has not recalculated its water capacity charges since 2011, however the District has adjusted the fees annually by the change in the Engineering News-Record Construction Cost Index – a widely used measure of construction cost inflation – to keep the charge aligned with construction cost inflation.

Since 2011, the District's water system undergone a number of changes. The District has completed a number of capital improvements to improve system reliability, acquired the Pillar Ridge water system and customer base, and identified new sources of water supply. Additionally, District customers have successfully reduced water consumption in response to California's multi-year drought.

In April 2017, SRT developed 2017 Water System Master Plan Update which included updated CIPs for a) Existing Customers and b) New Customers. The capital improvements identified in the New Customer CIP represent the share of total CIP projects that are allocated to growth and provide 100% benefit to new or expanded connections to the water system. These projects exclude reliability improvements as well as renewal and replacement projects benefiting existing customers. In conjunction with the Master Plan Update, which includes 5-year CIPs for both existing and new customers, SRT updated a water system hydraulic model previously developed for the District to identify system capacity deficiencies and associated capital improvements needed to serve future increments of growth.

Bartle Wells Associates subsequently updated the District's water capacity charges based on the SRT's analysis of capital needs for serving growth. The updated charges are designed to:

- Recover the costs of water system infrastructure and improvement required to serve new water connections or expanded connections that increase water demand;
- Equitably recover costs based on the new or increased capacity needs for serving each new or expanded connection;
- Are consistent with industry-standard practices and methodologies;
- Comply with government code.

Government Code

Development impact fees are governed by California Government Code Section 66000 et. seq. This section of the Code was initially established by Assembly Bill 1600 (AB 1600) and is commonly referred to as the Mitigation Fee Act. Pursuant to the Code, a development impact fee is not a tax or special assessment, but is instead voluntary charge levied to defray the cost of public facilities needed to serve a new development.

Section 66013 of the Code specifically governs water and wastewater capacity charges. This section of the Code defines a "capacity charge" to mean "*a charge for public facilities in existence at the time a charge is imposed or charges for new public facilities to be acquired or constructed in the future that are of proportional benefit to the person or property being charged.*" The Code distinguishes "capacity charges" from "connection fees" which are defined as fees for the

physical facilities necessary to make a water or sewer connection, such as costs related to installation of meters and pipelines from a new building to a water or sewer main.

According to the Section 66013, a water or wastewater capacity charge “shall not exceed the estimated reasonable cost of providing the service for which the fee or charge is imposed” unless approved by a two-thirds vote. As such, the capacity charges calculated in this report represent the maximum charges that the District can levy. Section 66013 does not detail any specific methodology for calculating capacity charges.

Section 66016 of the Code identifies the procedural requirements for adopting or increasing water and wastewater capacity charges and Section 66022 summarizes the general process by which the charges can be legally challenged. The full text of Sections 66013, 66016 and 66022 are attached in Appendix A.

Fee Methodology

Consistent with the District’s current capacity charge methodology, BWA recommends use of an *incremental cost approach* for calculating updated water capacity charges. Under this approach, new connections pay for the share of water system infrastructure improvements needed to serve new connections and meet the capacity requirements of new water demand. Based on the incremental cost approach used in this fee update, the updated capacity charge:

- Excludes cost recovery for any facilities previously funded by the District’s prior issuances of General Obligation Bonds.
- Excludes cost recovery for buying-in to capital improvements and other assets funded by prior or existing ratepayers, even though some of these improvements may provide benefit to new connections, such as via improved system reliability.
- Recovers costs based on the incremental water demand placed on the water system by new connections, regardless of whether the connection is from new construction, redevelopment, or a transition to District water supply from properties currently served by private wells
- Ensures that updated capacity charges are appropriately sized to recover the cost of capital improvements required exclusively for serving growth.

As such, the updated capacity charges represent a conservative approach to calculating updated charged. The updated fee would apply consistently to all new or expanded water connections based on the new water demands of each connection which is in proportion to the system capacity needs for serving each connection.

New Customer Capital Improvement Program

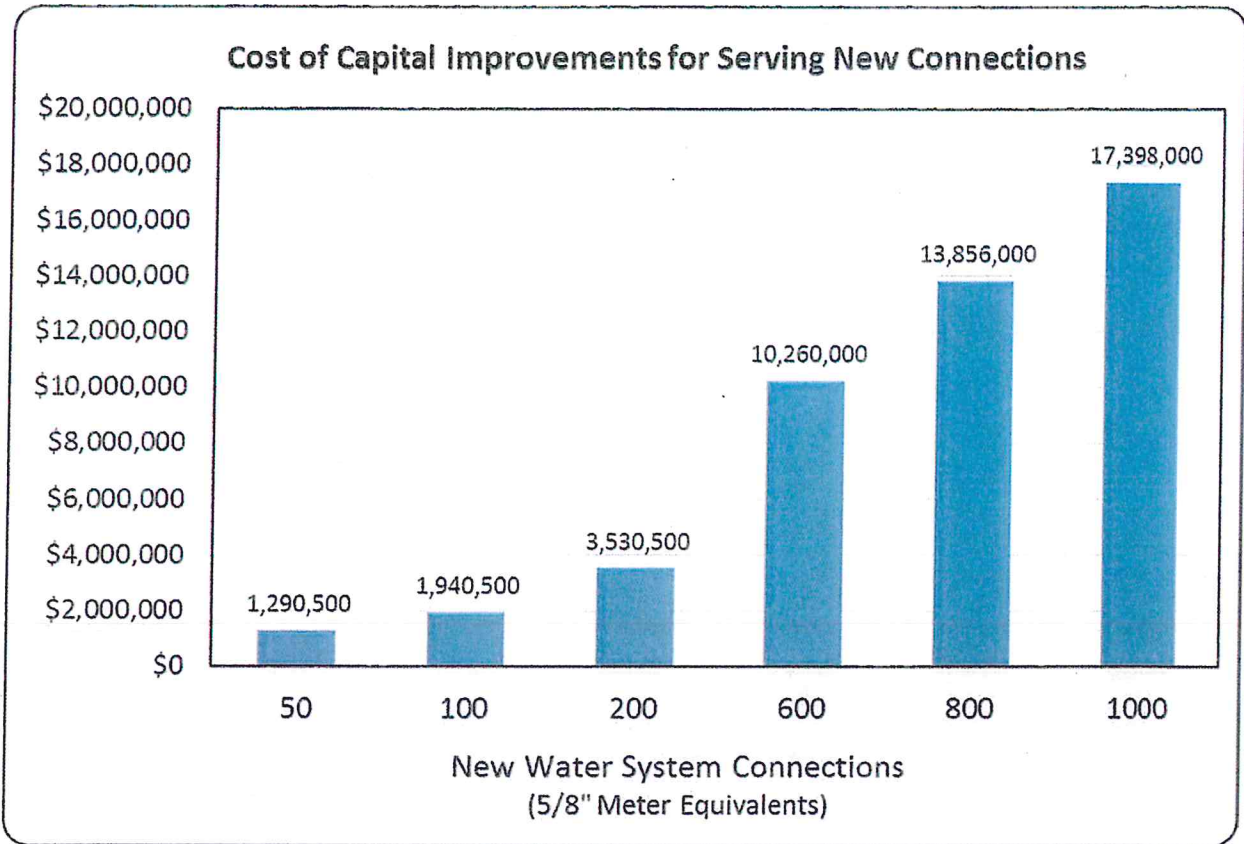
Table 1 shows the cost of capital improvements required exclusively for serving growth based on analysis provided by SRT. SRT ran a number of growth and associated water demand scenarios through a hydraulic model they developed for the District’s water system to identify water system capacity deficiencies and capital improvements required for serving different increments of growth. For example, to reliably serve the next 100 new water system connections (typical single family homes or 5/8 x 3/4-inch meter equivalents), the District would need to construct a little over \$1.9 million of infrastructure improvements. Likewise, to serve the next 1,000 connections, the District would need to construct roughly \$17.4 million of improvements.

The table below shows the capital improvement costs associated with serving various levels of new connections based on SRT’s hydraulic model analysis. This and following tables use the term 5/8” meter to refer to the District’s base 5/8 x 3/4-inch meter, which serves most residential connections.

Water System Capital Improvements Required for Serving Different Levels of Growth			
Growth Scenario	New Connections (5/8" Meter Equivalents)	Estimated Population Growth	Estimated Cost of Improvements to Serve New Connections
Scenario 1	50	3%	\$1,290,500
Scenario 2	100	6%	\$1,940,500
Scenario 3	200	12%	\$3,530,500
Scenario 4	600	35%	\$10,260,000
Scenario 5	800	47%	\$13,856,000
Scenario 6	1000	59%	\$17,398,000

Source: SRT Consultants, April 24, 2017.

The following chart shows the same information graphically.



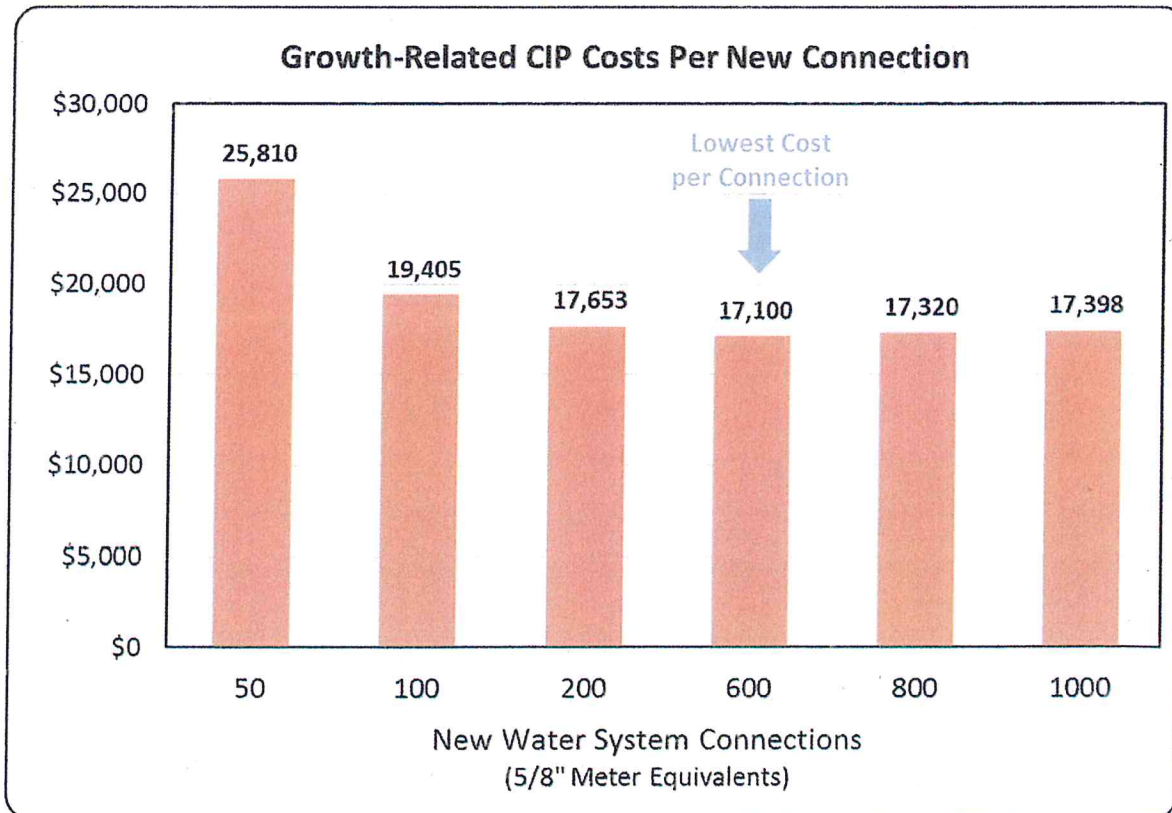
Water Capacity Charge Alternatives

The incremental cost of capital improvements needed to serve growth varies based on the level of growth, with more capital improvements required for serving more growth. Hence the cost for serving new connections can vary depending on the level of growth, with the cost per connection based on a) the cost of growth-related capital improvements divided by b) the number of connections (e.g. 100, 200, etc.) those capital improvements are designed to serve.

The following table calculated the cost of growth-related capital improvements per new connection at different levels of growth.

Growth-Related CIP Cost per New Connection			
Growth Scenario	Estimated Cost of Improvements to Serve New Connections	New Connections (5/8" Meter Equivalents)	Cost per New Connection (5/8" Meter Equivalent)
Scenario 1	\$1,290,500	50	\$25,810
Scenario 2	\$1,940,500	100	\$19,405
Scenario 3	\$3,530,500	200	\$17,653
Scenario 4	\$10,260,000	600	\$17,100
Scenario 5	\$13,856,000	800	\$17,320
Scenario 6	\$17,398,000	1000	\$17,398

The same information is shown on the following chart.



As shown, the cost per new connection is highest for the lowest levels of growth. However, from 200 connections and upward, the cost per unit remains in relatively stable range. This is partially due to the fact that additional water storage capacity would eventually need to be constructed as growth approaches 800 new connections. Subsequently, the District would need to fund additional water supply reliability improvements.

The District can allow new customers to connect to the water system before the growth-improvements are constructed. However, this does not negate the need to eventually construct the improvements necessitated by growth. The new water demands placed on the water system by the new connections would negatively impact the reliability and fire flow capacity of the water system to substandard levels based on the hydraulic model. So while the water system could accommodate new connections on a temporary basis, the improvements would still need to be completed to increase system capacity and reliability to adequately serve the new water demands.

Proposed Water Capacity Charges

Based on the data from SRT's engineering analysis and cost estimates, BWA recommends an updated water capacity charge of \$17,100 per new 5/8 x 3/4-inch meter connection, the standard meter size for a typical residential connection. This level of charge is based on a scenario of 600 new connections, which results in the lowest cost per connection. This level of growth is also consistent with the level of growth used in the prior water capacity charge update from 2011.

New connections that have higher water demands and hence higher water system capacity needs, would require larger water meters, and would pay correspondingly higher water capacity charges based on the water demands of each meter size in relation to that of the base 5/8 x 3/4-inch meter. For example, a 2-inch meter has the same capacity as 1.4 5/8 x 3/4-inch meters and hence would pay a capacity charge equal to eight times the charge of the 5/8-inch meter.

The updated charges are based on the cost of infrastructure improvements needed to serve increased demands on the water system. As such, the charges would consistently apply to new connections regardless of whether the connection is from new construction, redevelopment, or a transition to District water supply from properties currently served by private wells.

The following table shows a schedule of updated water capacity charges. Typical single family homes are served by a base 5/8 x 3/4-inch meter (referred to as a 5/8-inch meter in the table below).

Updated Water Capacity Charges		
Meter Size	Ratio to 5/8 x 3/4"	Capacity Charge
5/8 x 3/4-inch	1.00	\$17,100
3/4-inch	1.10	18,810
1-inch	1.40	23,939
1-1/2 inch	1.80	30,783
2-inch	2.90	49,589
3-inch	11.00	188,095
4-inch	14.00	239,395

Charges for connections for meters larger than 4-inch will be determined by the General Manager based on estimated water demand.

The updated water capacity charges are approximately 8.7% higher than the District's current charges.

Comparison of Current & Updated Water Capacity Charges				
Meter Size	Current	Updated	Increase \$	Increase %
5/8 x 3/4-inch*	\$15,729	\$17,100	\$1,371	8.7%
3/4-inch	17,302	18,810	1,508	8.7%
1-inch	22,020	23,939	1,919	8.7%
1-1/2 inch	28,315	30,783	2,468	8.7%
2-inch	45,613	49,589	3,976	8.7%
3-inch	173,014	188,095	15,081	8.7%
4-inch	220,201	239,395	19,194	8.7%

Capacity Charge Ordinance: Purpose of Charge

Pursuant to Government Code, revenues derived from the District's water capacity charges can only be used for the purpose for which the charges are collected. In order to maximize the District's flexibility for use of capacity charge revenues, BWA recommends that the ordinances/resolutions adopting new charges broadly define the purpose of the capacity charge.

Capacity Charge Credits for Redevelopment

Capacity charges for redevelopment projects and/or expansions should be based on the incremental demand generated from each project. Under this approach, future redevelopment projects would get credited for the capacity purchased by the prior development. For example, a small commercial building served by a 5/8 x 3/4-inch meter that is being redeveloped as a mixed-use development served by 2-inch meter, would only have to pay capacity charges for the additional demand generated by the new project as reflected by the difference in the capacity charge between the two meter sizes.

Limited Term of Application for an Adopted Capacity Charge

Other California agencies have experienced problems with developers purchasing capacity many years in advance of anticipated development in order to lock in lower fees. To avoid these problems, the District should continue to require that capacity charges be paid up front as a condition of development and should allow the charges to be effective for a limited period of time (typically one year) after which the developer or property owner would be responsible for paying any increase to the charges.

Future Fee Adjustments

In future years, BWA recommends that the District continue to update its capacity charges annually by adjusting the charges by the change in the Engineering News-Record Construction Cost Index (20-Cities Average) to account for future construction cost inflation. The fee adjustment should be based on the change in the ENR index from the most recent preceding fee update, which allows for a multi-year adjustment if the District ever opts to temporarily defer any fee adjustments. The District's capacity charge ordinance can allow for automatic annual adjustments.

Additionally, the District should review and consider updating its capacity charges when substantial revisions are made to anticipated capital improvement costs. In general, BWA recommends that capacity charges be independently reviewed and/or updated approximately once every five years.

APPENDIX A

**California Government Code:
Key Sections Pertaining to Water & Sewer Capacity Charges**

California Government Code
Key Sections Pertaining to Water & Wastewater Capacity Charges
Sections 66013, 66016, & 66022

66013

(a) Notwithstanding any other provision of law, when a local agency imposes fees for water connections or sewer connections, or imposes capacity charges, those fees or charges shall not exceed the estimated reasonable cost of providing the service for which the fee or charge is imposed, unless a question regarding the amount of the fee or charge imposed in excess of the estimated reasonable cost of providing the services or materials is submitted to, and approved by, a popular vote of two-thirds of those electors voting on the issue.

(b) As used in this section:

(1) "Sewer connection" means the connection of a structure or project to a public sewer system.

(2) "Water connection" means the connection of a structure or project to a public water system, as defined in subdivision (f) of Section 116275 of the Health and Safety Code.

(3) "Capacity charge" means a charge for public facilities in existence at the time a charge is imposed or charges for new public facilities to be acquired or constructed in the future that are of proportional benefit to the person or property being charged, including supply or capacity contracts for rights or entitlements, real property interests, and entitlements and other rights of the local agency involving capital expense relating to its use of existing or new public facilities. A "capacity charge" does not include a commodity charge.

(4) "Local agency" means a local agency as defined in Section 66000.

(5) "Fee" means a fee for the physical facilities necessary to make a water connection or sewer connection, including, but not limited to, meters, meter boxes, and pipelines from the structure or project to a water distribution line or sewer main, and that does not exceed the estimated reasonable cost of labor and materials for installation of those facilities.

(6) "Public facilities" means public facilities as defined in Section 66000.

(c) A local agency receiving payment of a charge as specified in paragraph (3) of subdivision (b) shall deposit it in a separate capital facilities fund with other charges received, and account for the charges in a manner to avoid any commingling with other moneys of the local agency, except for investments, and shall expend those charges solely for the purposes for which the charges were collected. Any interest income earned from the investment of moneys in the capital facilities fund shall be deposited in that fund.

(d) For a fund established pursuant to subdivision (c), a local agency shall make available to the public, within 180 days after the last day of each fiscal year, the following information for that fiscal year:

(1) A description of the charges deposited in the fund.

(2) The beginning and ending balance of the fund and the interest earned from investment of moneys in the fund.

(3) The amount of charges collected in that fiscal year.

(4) An identification of all of the following:

(A) Each public improvement on which charges were expended and the amount of the expenditure for each improvement, including the percentage of the total cost of the public improvement that was funded with those charges if more than one source of funding was used.

(B) Each public improvement on which charges were expended that was completed during that fiscal year.

(C) Each public improvement that is anticipated to be undertaken in the following fiscal year.

(5) A description of each interfund transfer or loan made from the capital facilities fund. The information provided, in the case of an interfund transfer, shall identify the public improvements on which the transferred moneys are, or will be, expended. The information, in the case of an interfund loan, shall include the date on which the loan will be repaid, and the rate of interest that the fund will receive on the loan.

(e) The information required pursuant to subdivision (d) may be included in the local agency's annual financial report.

(f) The provisions of subdivisions (c) and (d) shall not apply to any of the following:

(1) Moneys received to construct public facilities pursuant to a contract between a local agency and a person or entity, including, but not limited to, a reimbursement agreement pursuant to Section 66003.

(2) Charges that are used to pay existing debt service or which are subject to a contract with a trustee for bondholders that requires a different accounting of the charges, or charges that are used to reimburse the local agency or to reimburse a person or entity who advanced funds under a reimbursement agreement or contract for facilities in existence at the time the charges are collected.

(3) Charges collected on or before December 31, 1998.

(g) Any judicial action or proceeding to attack, review, set aside, void, or annul the ordinance, resolution, or motion imposing a fee or capacity charge subject to this section shall be brought pursuant to Section 66022.

(h) Fees and charges subject to this section are not subject to the provisions of Chapter 5 (commencing with Section 66000), but are subject to the provisions of Sections 66016, 66022, and 66023.

(i) The provisions of subdivisions (c) and (d) shall only apply to capacity charges levied pursuant to this section.

(Amended by Stats. 2007, Ch. 94, Sec. 1. Effective January 1, 2008.)

66016

(a) Prior to levying a new fee or service charge, or prior to approving an increase in an existing fee or service charge, a local agency shall hold at least one open and public meeting, at which oral or written presentations can be made, as part of a regularly scheduled meeting. Notice of the time and place of the meeting, including a general explanation of the matter to be considered, and a statement that the data required by this section is available, shall be mailed at least 14 days prior to the meeting to any interested party who files a written request with the local agency for mailed notice of the meeting on new or increased fees or service charges. Any written request for mailed notices shall be valid for one year from the date on which it is filed unless a renewal request is filed. Renewal requests for mailed notices shall be filed on or before April 1 of each year. The legislative body may establish a reasonable annual charge for sending notices based on the estimated cost of providing the service. At least 10 days prior to the meeting, the local agency shall make available to the public data indicating the amount of cost, or estimated cost, required to provide the service

for which the fee or service charge is levied and the revenue sources anticipated to provide the service, including General Fund revenues. Unless there has been voter approval, as prescribed by Section 66013 or 66014, no local agency shall levy a new fee or service charge or increase an existing fee or service charge to an amount which exceeds the estimated amount required to provide the service for which the fee or service charge is levied. If, however, the fees or service charges create revenues in excess of actual cost, those revenues shall be used to reduce the fee or service charge creating the excess.

(b) Any action by a local agency to levy a new fee or service charge or to approve an increase in an existing fee or service charge shall be taken only by ordinance or resolution. The legislative body of a local agency shall not delegate the authority to adopt a new fee or service charge, or to increase a fee or service charge.

(c) Any costs incurred by a local agency in conducting the meeting or meetings required pursuant to subdivision (a) may be recovered from fees charged for the services which were the subject of the meeting.

(d) This section shall apply only to fees and charges as described in Sections 51287, 56383, 65104, 65456, 65584.1, 65863.7, 65909.5, 66013, 66014, and 66451.2 of this code, Sections 17951, 19132.3, and 19852 of the Health and Safety Code, Section 41901 of the Public Resources Code, and Section 21671.5 of the Public Utilities Code.

(e) Any judicial action or proceeding to attack, review, set aside, void, or annul the ordinance, resolution, or motion levying a fee or service charge subject to this section shall be brought pursuant to Section 66022.

(Amended by Stats. 2006, Ch. 643, Sec. 19. Effective January 1, 2007.)

66022

(a) Any judicial action or proceeding to attack, review, set aside, void, or annul an ordinance, resolution, or motion adopting a new fee or service charge, or modifying or amending an existing fee or service charge, adopted by a local agency, as defined in Section 66000, shall be commenced within 120 days of the effective date of the ordinance, resolution, or motion.

If an ordinance, resolution, or motion provides for an automatic adjustment in a fee or service charge, and the automatic adjustment results in an increase in the amount of a fee or service charge, any action or proceeding to attack, review, set aside, void, or

annul the increase shall be commenced within 120 days of the effective date of the increase.

(b) Any action by a local agency or interested person under this section shall be brought pursuant to Chapter 9 (commencing with Section 860) of Title 10 of Part 2 of the Code of Civil Procedure.

(c) This section shall apply only to fees, capacity charges, and service charges described in and subject to Sections 66013, 66014, and 66016.

(Amended by Stats. 2006, Ch. 643, Sec. 20. Effective January 1, 2007.)

Chris Thollaug

PO Box 371018, Montara CA 94037
(650) 400-0482 cthollaug@gmail.com



May 4, 2017

Board of Directors
Montara Water and Sanitary District
8888 Cabrillo Hwy
Montara, CA 94037

Regarding: Draft Water Capacity Charge Report

Dear Directors,

After review of the Draft Water Capacity Charge Report I have the following questions:

1. The report states that BWA is using an incremental cost approach for calculating updated water capacity charges, as has been used historically. What other methodologies are relevant and worth consideration?
2. Table 1 of the 2011 BWA Water Capacity Charge Report projects 270 connections 2010/11 through 2015/16, and 600 cumulative connections by 2024/25. What was the number of actual new connections the district made to the water system 2010/11 through 2015/16? Table 4 of the 2011 BWA report identified \$8.8m in projects that were identified as 100% For Future New Water Customers. Which of these projects were undertaken, and what were the expenditures by project?
3. What is the methodology and data sources used to generate the estimates of new connections being projected in the 2017 BWA draft?
4. Instead of a year-by-year projection of new connections, the 2017 BWA draft provides six scenarios, ranging from 50 new connections to 1,000 new connections, and provides a Cost per New Connection for each scenario. A dollar figure of total estimated capital investment for each scenario is provided, but no breakdown as to specifically what capital improvements these costs are for, nor how they relate to the \$8.2m in project costs identified in the proposed New Customer Water System Capital Improvement Program. What's the cost breakdown of capital improvements, by project, for each scenario? For each project in each scenario, how is the allocation of cost to new customers calculated?
5. The Total Project Cost Distribution, Table 2 of the New Customer Water System Capital Improvement Program, shows a \$1.6m cost allocation to new connections for a main replacement project totaling \$7.5m. Does the \$1.6m allocation relate to one of the six scenarios provided in the draft 2017 BWA Water Capacity Charge Report? If not, what is the number of new connections used to calculate the allocation of the water main replacement project between current users and projected new users?
6. Same questions for the Existing Well Upgrade Program, Emergency Generator Upgrade Program, Schoolhouse Booster Pump Station Upgrade, Portola Tank Telemetry Upgrade, and the item identified as "Develop Additional Supply Reliability".

I believe a workgroup format that permits a dialogue between all participants is the appropriate forum for discussing these issues.

Best regards,

A handwritten signature in black ink that reads "Chris Thollaug". The signature is stylized and includes a large, sweeping flourish at the end.

Chris Thollaug

Chris Thollaug
PO Box 371018, Montara CA 94037
(650) 400-0482 cthollaug@gmail.com



May 4, 2017

Board of Directors
Montara Water and Sanitary District
8888 Cabrillo Hwy
Montara, CA 94037

Regarding: MWSD Approach to Negotiation for Caltrans Right-of-Way

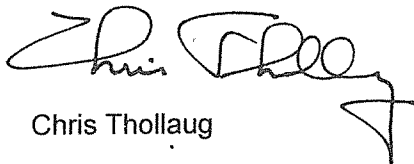
Dear Directors,

This letter is in response to comments from Director Scott Boyd and General Manager Clemens Heldmaier reported in yesterday's HMB review, regarding the district's interest in acquiring the Devil's Slide Caltrans alignment. In the article it was reported that they believe that "conversations regarding the property can and should be private until an agreement is reached between Caltrans and the district". I couldn't disagree more. Section 11.33 of the San Mateo County Local Coastal Program (LCP) provides that before title to the property is transferred, an LPTP Overlay Specific Plan must be adopted by the County and certified by the Coastal Commission. An LCP amendment is a very public process, however MWSD appears to be moving in the other direction, to keep their discussions private in closed session, and in doing so pre-empt public participation.

The secrecy is particularly ironic given that the political process that resulted in the property being available—Measure T, the Devil's Slide Tunnel Initiative—was the most public of processes—a citizen's initiative. Claiming that the district is in negotiations for the acquisition of the Caltrans right-of-way, and using that as a rationale for providing no information to the public, is a short-sighted attempt to secure the district's water rights before the community understands the intended long-term use of the property, the stewardship costs and the ownership alternatives.

I believe that MWSD engaging in a open, transparent process would better serve both the public and the district's interests.

Best regards,



Chris Thollaug

Chris Thollaug
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Board of Directors
Montara Water and Sanitary District
8888 Cabrillo Hwy
Montara, CA 94037

Dear Directors,

I've developed an Excel file with two worksheets I'd like to have available for use at tomorrow's study session. I've attached the printouts as PDFs, and am providing the Excel file as an attachment to this email.

The first worksheet, titled Revenue Projection, MWSD Projected Conversions, calculates incremental connection charge and water-bill revenues under various scenarios:

- Scenario 1: Calculation of revenues using the connections projected by district staff and the district engineer and provided to Bartle Wells for their 2011 Water Capacity Charge Study. I've estimated the year-over-year annual increases at 2.1% (the historical average for the period 2011-2017), and projected increases at that rate for the balance of the Bartle-Wells study period. Projected revenue, \$16.6m.
- Scenario 2: Same source, projected revenues that would have been received if the connections projected through 2016 by the BW study had in fact occurred, together with projected water-bill revenues through the end of the study period (2025). Projected revenue, \$8.3m.
- Scenario 3: An estimate of the new-connection revenues. I've estimated those connections at 4 per year, however I would like to have this updated with actuals if those numbers are readily available. Projected revenue, less than \$1m, a small fraction of the revenues projected by the Bartle Wells study.
- Scenario 4: Projection of well conversions under the financing incentive approved by the board. The projection reflects my belief that there will be very little demand from well owners to convert, unless they have serious equipment problems or a failing well. Projected revenues, \$1.3m.
- Scenario 5: Projection of well conversions under an incentive which waives the water connection charge for a fixed period, in this example, 3 years. I've projected 66 well conversions, which is approximately one third of the wells inside the urban/rural boundary (per the Public Works Plan, new connections outside the urban/rural boundary are prohibited).
- Scenario 6: A blank for any additional projection you'd like to consider.

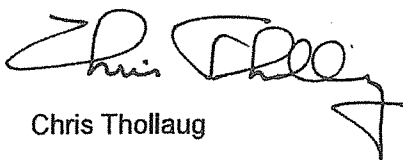
All the scenarios are set up with variables that allow modification for any pricing and connection circumstances you'd like to consider in the study session.

The second, titled Current Value of MWSD Capital Assets Paid Through Water Charges, uses debt and asset numbers from the 2015-2016 audit to calculate the present value of assets (acquisition cost less accumulated depreciation) paid by water customers. Using the audit figures, that number is \$3.3m, 17% of current asset value or approx. \$2,000 per connection.

In addition to working with these numbers, at the study session I'd like to review the status of the \$8.8 million capital improvement plan for new connections included in the 2011 Bartle Wells study, as well as the basis for the district engineer's determination that each project is 100% for future new water customers.

Please make this letter and attachments available to study session participants.

Best regards,


Chris Thollaug

Revenue Projection, MWSD Projected Conversions

Projected Annual Increase: 2.1% both capacity charges & water bills

Scenario 1: Bartle Wells New Customer CIP & Water Capacity Charge Study, 2011 – Projection of Connections (Table 1, page 6)

Revenues assuming the number of new connections projected by district staff and engineer for the Bartle Wells. That projection assumed all wells would convert to the water system. Also assumes 100% of new connections are 5/8 x 3/4 meters, rather than the 97.77% assumed by the BW study.

Year:	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Total
Capacity Charge:	\$14,187	\$14,485	\$14,789	\$15,100	\$15,417	\$15,729	\$16,059	\$16,397	\$16,741	\$17,092	\$17,451	\$17,818	\$18,192	\$18,574	\$18,964	
Average Water Bill:	\$90	\$92	\$94	\$96	\$98	\$100	\$102	\$104	\$106	\$108	\$110	\$112	\$114	\$116	\$118	
New connections:	20	50	50	50	50	50	50	50	50	50	50	20	20	20	20	600
Connection Fees:	\$283,740	\$724,250	\$739,459	\$754,988	\$770,843	\$786,450	\$802,965	\$819,828	\$837,044	\$854,822	\$872,569	\$356,357	\$363,841	\$371,481	\$379,282	\$9,717,720
Water Bills:	21,600	77,280	135,360	195,840	256,720	324,000	391,680	461,760	534,240	609,120	686,400	725,760	766,080	807,360	849,600	6,844,800
Total receipts:	\$305,340	\$801,530	\$874,819	\$950,828	\$1,029,563	\$1,110,450	\$1,194,645	\$1,281,588	\$1,371,284	\$1,463,742	\$1,558,969	\$1,082,117	\$1,129,921	\$1,178,841	\$1,228,882	\$16,562,520

Scenario 2: Bartle Wells Projection, 2011 through 2016

Revenues from the new connections projected by the Bartle Wells report for the period 2011-2016, including water billing through the end of the study period.

Year:	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Total
Capacity Charge:	\$14,187	\$14,485	\$14,789	\$15,100	\$15,417	\$15,741										
Average Water Bill:	\$90	\$92	\$94	\$96	\$98	\$100	\$102	\$104	\$106	\$108	\$110	\$112	\$114	\$116	\$118	
New connections:	20	50	50	50	50	50										270
Connection Fees:	\$283,740	\$724,250	\$739,459	\$754,988	\$770,843	\$787,030	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,060,310
Water Bills:	21,600	77,280	135,360	195,840	256,720	324,000	330,480	336,960	343,440	349,920	356,400	362,880	369,360	375,840	382,320	4,220,400
Total receipts:	\$305,340	\$801,530	\$874,819	\$950,828	\$1,029,563	\$1,111,030	\$330,480	\$336,960	\$343,440	\$349,920	\$356,400	\$362,880	\$369,360	\$375,840	\$382,320	\$8,280,710

Scenario 3: 2011-2016 Actual New Connections (estimate, needs update to numbers highlighted below)

Revenues from actual new connections, 2011-2016, including water billing through the end of the study period.

Year:	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	Total
Capacity Charge:	\$14,187	\$14,485	\$14,789	\$15,100	\$15,417	\$15,741	\$16,071	\$16,409	\$16,753	\$17,105	\$17,464	\$17,831	\$18,205	\$18,588	\$18,978	
Average Water Bill:	\$90	\$92	\$94	\$96	\$98	\$100	\$102	\$104	\$106	\$108	\$110	\$112	\$114	\$116	\$118	
New connections:	4	4	4	4	4	4										24
Connection Fees:	\$56,748	\$57,940	\$59,157	\$60,399	\$61,667	\$62,962	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$358,874
Water Bills:	4,320	8,632	13,536	18,432	23,520	28,800	29,376	29,952	30,528	31,104	31,680	32,256	32,832	33,408	33,984	382,560
Total receipts:	\$61,068	\$66,772	\$72,693	\$78,831	\$85,187	\$91,762	\$29,376	\$29,952	\$30,528	\$31,104	\$31,680	\$32,256	\$32,832	\$33,408	\$33,984	\$741,434

Revenue Projection, MWSD Projected Conversions

Projected Annual Increase: 2.1% both capacity charges & water bills

Scenario 4: Projection of Well Conversions under Financing Incentive Ordinance as approved by the Board, and non-enforcement of "shall connect" provision of MWSD Code section 5-3.103

Financing incentive implements a payment schedule and waives interest for property owners that elect to convert within the first year. Water Capacity Charge revenues are shown when earned, rather than when received. Assumption is that incentive is insufficient to motivate well owners who are not experiencing problems with well output and/or equipment.

Year:	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Capacity Charge:	\$15,729	\$16,059	\$16,396	\$16,741	\$17,092	\$17,451	\$17,818	\$18,192	\$18,574	\$18,964	\$19,362	\$19,769	\$20,184	\$20,608	\$21,040	
Average Water Bill:	\$100	\$102	\$104	\$106	\$108	\$110	\$112	\$114	\$116	\$118	\$120	\$123	\$126	\$129	\$132	
Well conversions:	6	6	6	2	2	2	2	2	2	2	2	2	2	2	2	42
Connection Fees:	\$94,374	\$96,354	\$98,377	\$33,481	\$34,184	\$34,902	\$35,635	\$36,383	\$37,147	\$37,928	\$38,724	\$39,537	\$40,367	\$41,215	\$42,081	\$740,691
Water Bills:	7,200	14,688	22,464	25,440	28,512	31,680	34,944	38,304	41,760	45,312	48,960	53,136	57,456	61,920	66,528	578,304
Total receipts:	\$101,574	\$111,042	\$120,841	\$58,921	\$62,696	\$66,582	\$70,579	\$74,687	\$78,907	\$83,240	\$87,684	\$92,673	\$97,823	\$103,135	\$108,609	\$1,318,995

Scenario 5: Projection of Connections under a policy of waiving the Water Capacity Charge for well owners abandoning their wells. Incentive would be for a fixed period, then revert to full fee

Waiving water connection charge is a much more substantive incentive, and the assumption is more well owners would choose to convert. The incentive is proposed for a finite period—in this example, 3 years.
 Note that 1/3rd of the estimated 314 wells are outside the urban/rural boundary, and per the Public Works Plan may not be served as the PWP prohibits new connections outside the urban/rural boundary. This example assumes 1/3rd of the wells inside the urban/rural boundary opt to convert to the water system.

Year:	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Capacity Charge:	\$0	\$0	\$0	\$33,482	\$34,185	\$34,903	\$35,636	\$36,384	\$37,148	\$37,929	\$38,725	\$39,538	\$40,369	\$41,216	\$42,082	\$451,597
Average Water Bill:	\$100	\$102	\$104	\$106	\$108	\$110	\$112	\$114	\$116	\$118	\$120	\$123	\$126	\$129	\$132	
Well conversions:	22	22	22	2	2	2	2	2	2	2	2	2	2	2	2	90
Connection Fees:	\$0	\$0	\$0	\$33,482	\$34,185	\$34,903	\$35,636	\$36,384	\$37,148	\$37,929	\$38,725	\$39,538	\$40,369	\$41,216	\$42,082	\$451,597
Water Bills:	26,400	53,856	82,368	86,496	90,720	95,040	99,456	103,968	108,576	113,280	118,080	123,984	130,032	136,224	142,560	1,511,040
Total receipts:	\$26,400	\$53,856	\$82,368	\$119,978	\$124,905	\$129,943	\$135,092	\$140,352	\$145,724	\$151,209	\$156,805	\$163,522	\$170,401	\$177,440	\$184,642	\$1,962,637

Scenario 6:

[comments]

Year:	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	Total
Capacity Charge:	\$15,729	\$16,059	\$16,396	\$16,741	\$17,092	\$17,451	\$17,818	\$18,192	\$18,574	\$18,964	\$19,362	\$19,769	\$20,184	\$20,608	\$21,040	
Average Water Bill:	\$100	\$102	\$104	\$106	\$108	\$110	\$112	\$114	\$116	\$118	\$120	\$123	\$126	\$129	\$132	
Well conversions:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Connection Fees:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Water Bills:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total receipts:	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Current Value of MWSD Capital Assets Paid Through Water Charges

Present Value, Capital Assets*	Capital Assets at Acquisition Cost: Accumulated Depreciation	Current value of water-system assets:	% of Asset Current Value
	\$28,031,592 (\$8,896,821)	<u>\$19,134,771</u>	100%
Debit Financing*	General Obligation Bonds (less current portion): Other Long-Term Obligations (less current portion):	\$11,426,755 \$4,392,206	60% 23%
	Current long-term debt:	<u>\$15,818,961</u>	83%
	Current Value of Capital Assets Paid Through Water Charges:	<u>\$3,315,810</u>	17%
	# of water system connections:	1,649	
	Current Value of Capital Assets Paid Through Water Charges, per Connection:	<u>\$2,011</u>	

* source: 2015-2016 audit

Questions

Are all depreciable costs for the Alta Vista Tank project included in the balance sheet of the 2016 audit?
 What improvements listed on Table 4 of the 2011 Bartle Wells Connection Charge Rpt have been completed and are included in the district's capital assets?
 What is the current number of connections--1,649 needs to be updated



MONTARA WATER & SANITARY
DISTRICT

BOARD OF DIRECTORS MEETING
June 1, 2017

MINUTES

REGULAR SESSION BEGAN AT 7:38 p.m.

CALL TO ORDER

ROLL CALL

Directors Present: Boyd, Wilson, Harvey and Huber
Directors Absent: Slater-Carter
Staff Present: General Manager, Clemens Heldmaier
Others Present: District Counsel, Dave Schricker
District Water Engineer, Tanya Yurovsky
District Accountant, Peter Medina

PRESIDENT'S STATEMENT - None

ORAL COMMENTS - None

PUBLIC HEARING -

1. Review and Possible Action Concerning Adoption of a Revised Master Fee Schedule.

Every year the Board adopts a Master Fee Schedule which contains updates to most charges and fees including the Water and Sewer connection charges. Staff has updated the connection charges and service fees based on the cost of construction and the consumer price index. The new water rates and sewer service charges are also included in the proposed Master Fee Schedule.

President Wilson opened the Public Hearing. Hearing none, President Wilson closed the Public Hearing and then opened the discussion up to the Board.

Director Boyd moved to adopt the next Ordinance in line, an Ordinance of the Montara Water and Sanitary District Restating and amending the Master Fee Schedule. Director Huber seconded the motion.

All Directors were in favor and the motion passed unanimously 4 - 0.

2. Review and Possible Action Concerning Resolution Overruling Protests and Confirming Reports on Sewer Service Charges, Delinquent Sewer Service Charges, Delinquent Refuse Collection Charges and Delinquent Water Charges for FY 2016-2017.

General Manager Heldmaier reported the Health and Safety Code requires that in order for sewer service charges to be placed on the property tax roll a public hearing must be held. The proposed Sewer Service Charge rate is set at \$42.93. The Code also provides for collection of delinquent water service and refuse collection charges under the tax roll. The District has adopted ordinances enabling collection of the sewer service and delinquent water and refuse collection charges under the property tax roll. Once the Public Hearing has been held, the Board may then adopt the next resolution in line that confirms the final charges, including any Board-directed changes, for the coming fiscal year.

President Wilson opened the Public Hearing. Hearing none, President Wilson closed the Public Hearing and opened up the discussion up to the Board.

Director Huber questioned if this was in anyway different than we have done before. General Manager Heldmaier reported nothing is different.

Director Harvey questioned if the list was on file at the District Office. General Manager reported the list would be available at the office for the public to review.

Director Harvey moved to Adopt the next resolution in line, a Resolution of the Montara Water and Sanitary District Overruling Protests and Confirming Reports on Sewer Service Charges for the Fiscal Year 2017-2018 and Delinquent Sewer Service Charges for Fiscal Year 2016-2017, Certifying List of lots or Parcels of Land and Corresponding Charges Against Said Lots or Parcels and Directing

Transmittal of Said Certified List and Charges to County Controller for Entry on the Current Assessment Roll. Director Huber seconded the motion.

All Directors were in favor and the motion passed unanimously 4 - 0.

CONSENT AGENDA

1. Approve Minutes for March 16, 2017
2. Approve Financial Statements April 2017.
3. Approve Warrants for June 1, 2017.
4. SAM flow Report for April 2017.
5. Monthly Review of Current Investment Portfolio.
6. Connection Permit Applications Received.
7. Monthly Water Production Report for April 2017.
8. Rain Report.
9. Solar Energy Report.
10. Monthly Public Agency Retirement Service Report for March 2017

Director Huber noted regarding the monthly water production report, it appears we are getting very good use out of the surface diversion of Montara Creek. Director Huber further noted he had noticed the Portola #3 well is out producing all the ground sources. This is a very encouraging thing to see. This relates back to the Master Plan we will be talking about later. Finally, Director Huber noted looking at the PARS report for March 2017, it appears we are doing OK with that as well.

Director Boyd moved to approve the Consent Agenda. Director Harvey seconded the motion.

All Directors were in favor and the motion passed unanimously 4 – 0.

OLD BUSINESS –

1. **Review and Possible Action Concerning Sewer Authority Mid-Coastside Fiscal Year 2017-2018 Budget.**

General Manager Heldmaier reported at the SAM Board of Directors meeting on April 10, 2017, the Board approved the SAM General Budget for Fiscal Year 2017/18 be sent as two separate budgets for the member agencies to consider and approve.

The overall Collections Budget has decreased by \$55,414 over the prior Fiscal Year, mainly due to lower equipment budget. The 2017-2018 assessment for MWSD for Collections contract Services is \$285,934, 11% less than in the prior year.

The General Budget contains for the first time an Infrastructure Division Budget that is based on a SAM approved 5 year Capital Improvement Program designed to address the maintenance shortfalls of SAM. The overall amount that SAM plans to spend under the General Budget is an increase of 111%, or \$8,692,302. MWSD's assessment would increase by 121% to \$1,877,537.

At the SAM Board request, the SAM manager met with member agency managers twice and recommendations of a number of changes were made. The SAM Board directed staff to reprioritize the infrastructure plan and reduce the associated budget to \$1.5 million.

Director Boyd reported we went back to SAM and asked them to go back and look at what they could cut if possible. We expect at the next gathering to see something different. We additionally asked the General Manager and staff to look into funding and grants. We want to be sure what we are spending money on is actually the right priorities. The repair of the IPS is a must. Our consultants are looking into the length of the project that needs to be done.

General Manager Heldmaier reported the managers are working all together to see if we can agree to reprioritize after recent events. We understand that there is a need to reprioritize the infrastructure budget that was put forward and address this in a fashion of staying in compliance. We want to make sure we reduce the SSO's that SAM has had in the past. General Manager Heldmaier further noted we understand the SAM Budget is not finalized. SAM is not ready to send out a revised budget as of yet. What all member agencies anticipate is our budgets can be approved and understand that any changes on the SAM level will impact how much money we will need to take out of reserves. Additionally, this will not impact our rates this year.

Director Wilson reported ultimately, this will impact our rates and we need to be transparent about this.

Director Wilson questioned when SAM may have both budgets.

Director Boyd noted we have to come to a solution pretty quick and possibly at our next meeting at the end of June.

2. Review and Possible Action Concerning Fiscal Year 2017-2018 Water and Sewer Budgets and Capital Improvement Programs.

General Manager Heldmaier reported a Draft Budget was presented at the May 4 meeting for Board Review. On May 24, the Finance Committee met, reviewed the budget and suggested changes. The Finance Committee recommends approval of the budget at this time.

The budgets contains a suggested water rate increase of 3%, and a suggested sewer service charge increase of 2.88% to cover increased debt

service, personnel cost, capital needs and building of reserves on the water side.

Director Huber noted the other significant thing is because we anticipate an expenditure above normal on the sewer side of approximately 1.5 million dollars, we feel it is justified to take this out of reserves instead of doing a 218. The Finance Committee is not recommending using our reserves beyond one or two years.

General Manager Heldmaier noted there are two very important factors to remember with the sewer budget, the elevated Capital Improvement Program and the potential SAM Assessment. We will have to dip into the reserves about 1.6 million. On the Water side we see stability in sales and our CIP is about \$700,000. We do not expect to use any of water reserves.

Director Huber questioned about 2 staff members retiring and 2 new hires. His understanding when setting up PARS was for existing employees. Are new employees exempt from PARS, does the Board have discretion on this issue? General Manager explained that this is a benefit the District offers and there is a vesting period of 5 years. Ultimately all benefits are subject to change by a Board decision, but there is no process in which the Board needs to be asked for new employees to start to pay into the PARS fund. Basically what they are doing for the next 5 years is paying into the plan and waiting to be vested.

Director Huber moved to adopt the next resolution in line, a Resolution of the Montara Water and Sanitary District Approving Budget for the Fiscal Year 2017-2018. Authorize a 3.79 cost of living wage increase for all non-exempt employees starting July 1, 2017. Director Harvey seconded the motion.

Director Boyd thanked the Finance Committee and staff for the hard work they did on the Budget.

All Directors were in favor and the motion passed unanimously 4 - 0.

3. Review and Possible Action Concerning 2017 District Water Master Plan Update.

General Manager Heldmaier reported Montara Water and Sanitary District (MWSD or District) has developed its last Water System Master Plan Update in 2011 and the results were instrumental in lifting the moratorium on new connections and thus opening the process of adding new water connections to the District's water system.

Following over 5 years of water system operation without the moratorium and completion of major water system capital improvements, the Board directed staff to develop a 2017 Water System Master Plan Update to

review the current water demands water supply portfolio, anticipated growth per the San Mateo County Local coastal Program (SMC LCP), and identify system improvements needed to continue operating the water system and adding new customers. The 2017 Water System Master Plan Update (2017 Master Plan Update) resulted in the development of the long-term (ten years or longer) Capital Improvements Program (CIP) for adding new customers to the water system.

General Manager handed the meeting over to District Water Engineer, Tanya Yurovsky to give her power point presentation.

During the presentation General Manager Heldmaier commented on the positive impact the acquisition of Pillar Ridge has had on the water production for the District. Ms. Yurovsky noted it was a major accomplishment.

Director Wilson requested a bar or graph of water consumption per day, per person to capture better data over an extended period of time.

At the conclusion of the presentation, Ms. Yurovsky welcomed comments and questions. A copy of the presentation is attached to the minutes.

Director Huber pointed out that Portola 3 has been rehabilitated and now is producing, and Portola 4 is now working so our production should be higher than what is being reported. Ms. Yurovsky explained we do theoretical capacities which is what the sources are rated by permit by the State Water Board. Until we revise this permit, this is how we have to list as capacity. Also, in a way, the wells respond to the demand. They will not pump more than what the system is asking them to pump.

Director Huber questioned if we had anything that truly showed the conditions of the pipes. Ms. Yurovsky reported we do to some extent, Julian and his crew have a leak map, this is how we identify the projects going forward, and we do know the ages of most of the pipes.

Director Huber noted about the pipes, what mechanism do we have regarding how much useful time we have left in these pipes? Ms. Yurovsky, explained, we first look at the leaks. We do have the age of the pipes, and what they are made of.

General Manager noted what usually fails is not the pipe, it is what is attached to it. Our staff works closely with SRT on this.

General Manager noted the amount of work that goes into this report is tremendous. This is where our long term relationship with SRT really pays off big time. It is unimaginable how complicated the system really is. I sometimes feel you have to be a Doctor and you are looking at a live organism here. General Manager Heldmaier thanked Ms. Yurovsky for putting this together under a time line and being able to complete it.

Director Wilson questioned if there are any concerns about our fire lines. Yes, we do have concerns, not currently. We have some lines we want to replace as part of our CIP. The red lines you see in the graph are in question only if you add new customers.

NEW BUSINESS - None

REPORTS

1. Sewer Authority Mid-Coastside Meeting (Boyd) – We had discussions on the 4 different force main holes in the lines. The Review had some concerns regarding the leaks, notifications. In reading through their article, I think there are some misunderstandings. It has never been the practice of any agency on the coast to put up a notice because of a leak anywhere other than the affected areas. We file our reports with the regulatory bodies within the required timeline. We do all those things and putting out a press release is nothing we have done before. What is most important is for our crew to be doing what they need to do. Director Wilson requested all member agency Board members be notified when an SSO occurs. General Manager Heldmaier offered to let MWSD Board members know in the future. Our media team will get back to the Board with possible fine tuning in the future.

The Board discussed the Budget and we already touched on that earlier.

2. MidCoast Community Council Meeting (Slater-Carter) – None

3. CSDA Report (Slater-Carter) – (Slater-Carter) None

4. CCWD, NCCWD Committee Report – (Harvey, Huber)

A discussion commenced regarding keeping this item in Reports. It was decided to drop this from the Report Section.

5. Attorney's Report (Schricker) – None

6. Directors Report – None

7. General Manager's Report (Heldmaier) – General Manager Heldmaier reported there was news from San Mateo County that they are starting to work on Kanoff Street next week. (second week of June).

FUTURE AGENDAS-

REGULAR MEETING ENDED at

CONVENE IN CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Government Code § 54956.9(d))

Name of case: Claim of J. Cockrel

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Gov't. C. §54956.8)

Property: Caltrans Montara Right of Way
Agency Negotiators: General Manager, District Counsel
Negotiating Party: Caltrans
Under Negotiation: To be determined.

ADJOURNMENT

Respectfully Submitted,

Signed _____
Secretary

Approved on the 3rd, August 2017

Signed _____
President

MONTARA WATER AND SANITARY DISTRICT

Master Plan Overview



June 1, 2017 Board Meeting



WATER MASTER PLAN OVERVIEW

Purpose and Approach

Water Master Plan Objectives:

- To report the status of the current supply, demand, and water system condition • To project the future demands on the system and assess the capacity of the sources and distribution system to meet that demand • To act as the guiding document for future policy and management decisions

WATER MASTER PLAN OVERVIEW

Purpose and Approach

Master Plan Outcomes:

- A living planning document that focuses on water system supply, demand, and distribution system analysis, usually updated every 5-10 years
- **Capital Improvements Program:** a plan that identifies capital projects and includes budgetary costs for the improvements

SUPPLY & DEMAND ANALYSIS

Summary

Supply and Demand Summary, in gallons per day (GPD)
2004 - 2016 Averages

Average Daily Demand (ADD)

OR

Average Daily Source Production

Based on source production records

296,018 GPD

Maximum Daily Demand (MDD)

OR

Maximum Daily Source Production

Based on source production records

478,230 GPD

Average Daily Water Use

Based on Metered Sales Records

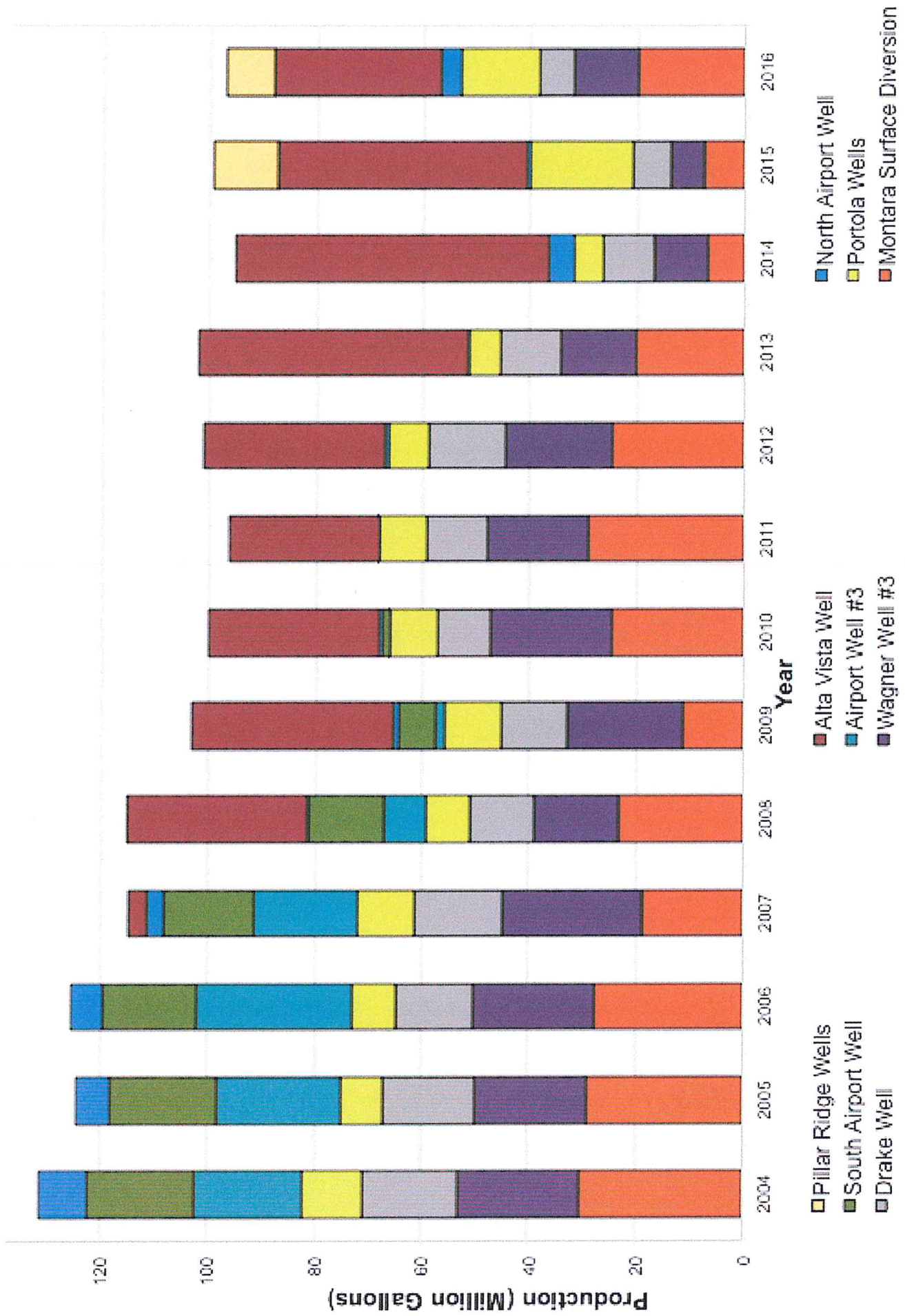
271,501 GPD

Total Reliable Supply

Calculated with largest source out of service

758,800 GPD

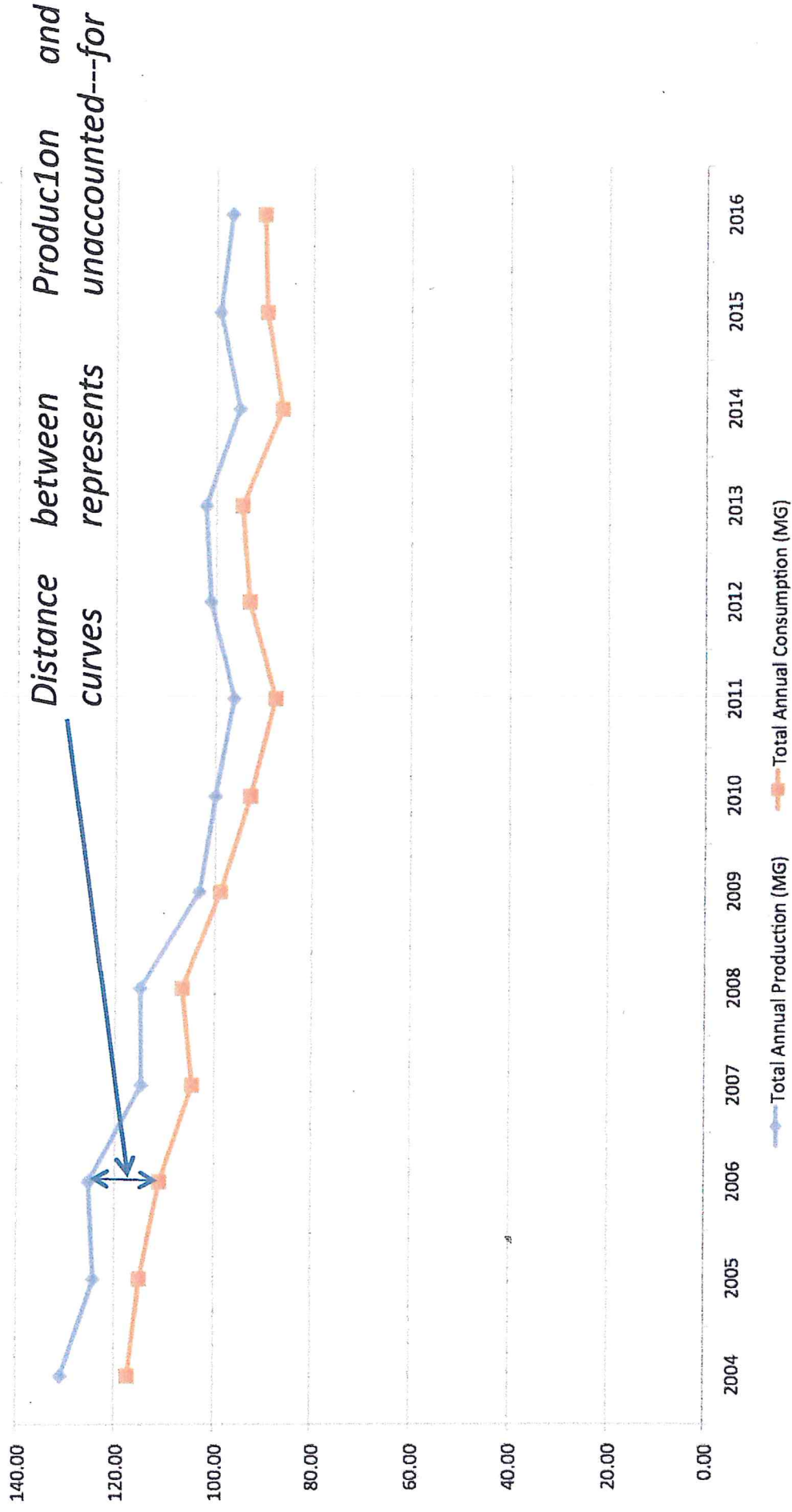
SUPPLY & DEMAND ANALYSIS



SUPPLY & DEMAND ANALYSIS

Unaccounted-for-water

Production & Consumption Trend
2004 - 2016



SUPPLY & DEMAND CHANGES

2004 - 2016

	2004 Master Plan (2000 – 2003 data)	2011 Master Plan (2004 – 2010 data) ¹	2017 Master Plan (2004 – 2016 data)
ADD	390,240 GPD	318,418 GPD	296,018 GPD
MDD	609,120 GPD	473,758 GPD	478,230 GPD
Per Capita Demand	84 GPCD	72 GPCD	66 GPCD
Unaccounted for-water	14%	8%	8%
Total Source Capacity	678,240 GPD	892,800 GPD ²	974,880 GPD ³

Notes:

¹ Data from 2000 – 2003 was deemed unreliable and therefore was not used for the 2011 Master Plan.

² Total Source Capacity increased in 2007 with the addition of the Alta Vista Well.

³ Total Source Capacity increased in 2015 when the District consolidated with Pillar Ridge.

SUPPLY & DEMAND CHANGES

Major System Improvements

Improvement	Gained Efficiencies
Alta Vista Raw Water Pipeline Replacement	Improved water quality, reduced water losses, and improved water flows.
Addition of the Alta Vista Well	Installation of the high-producing Alta Vista Well created a more reliable supply portfolio for the District.
Addition of Schoolhouse Control Valve	Improved water conveyance and reduced the volume of water necessary for flushing procedures to protect water quality.
Well Rehabilitation	Increased water supply and reduced pressure losses throughout the water system.
Water Main Replacement Program	Reduced water losses, improved flow efficiency and water quality.
Water Conservation and Leak Detection	Reduced the amount of water used by customers and the amount of water lost through leaks in the customers' homes; resulted in lower water demands.

STORAGE CAPACITY CHANGES

2004 through 2016

2004 Master Plan

2011 Master Plan

2017 Master Plan

Storage
Capacity

662,000 gallons

662,000 gallons

1,402,000 gallons

Major Improvements:

- Installation of the Alta Vista Tank (0.5 MG)
- Replacement of the Schoolhouse Tank West (0.1 MG)
- Installation of the Schoolhouse Tank East (0.1 MG)
- Addition of Pillar Ridge storage facilities (.14 MG)

WATER DEMAND PROJECTION

Year	Total Reliable Supply (gpd)	Maximum Projected MDD (gpd) ^{1,2}	Excess or Deficit Supply (gpd)
2016	758,880	478,230	280,650
2020	758,880	500,020	258,860
2030	758,880	565,999	192,881
2040	758,880	631,978	126,902
2050	758,880	697,957	60,923
2060	758,880	763,936	-5,056

¹ Projections are based on the maximum allowed residential growth per the SM County LCP: 1-percent annual growth.

² The future MDD projections use a per capita demand of 66 gpcd.

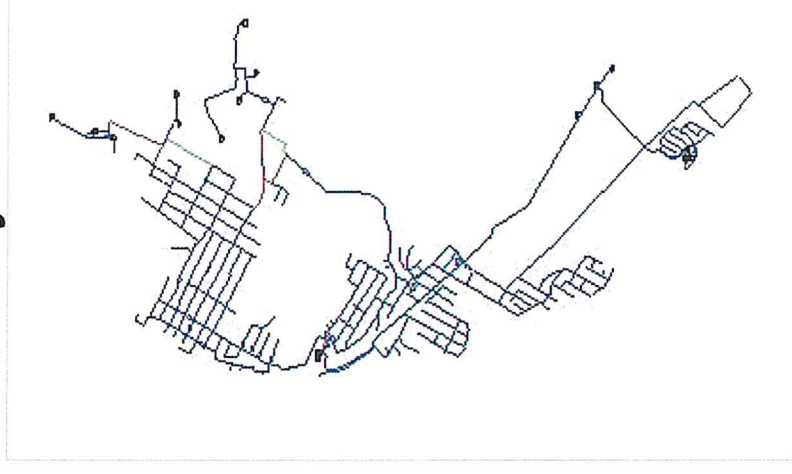
DISTRIBUTION SYSTEM ANALYSIS

- Model utilizes Navier Stokes equations to mathematically simulate the water system.
- The model is used to test system stress, such as fire flows, peak hour demands, and *future demands*.
- Model results such as high velocities, headlosses or low/high pressures help identify areas that *need or will need improvements to support the system demands*.



MWSD System Hydraulic model

Pipe Color-coded by diameter



MWSD System Hydraulic Mode

Future Demand Scenario

Pipe Color-coded by diameter

system demands.

Pipe

by

coded

headlosses

color---

CAPITAL IMPROVEMENT PROGRAM

Purpose and Approach

CIP Projects were identified through:

- System Deficiency Analysis (distribution system analysis utilizing the model)
- Infrastructure Inspection and Assessment
- Operator Interviews

- Redundancy Review

CAPITAL IMPROVEMENTS PROGRAM

2017 MWSD New Customer CIP

- Includes 8 projects and programs
- CIP is implemented and financed by the WCC, with exception of the Big Wave Main Extension Project that is financed solely by the Big Wave developer.

2017 New Customer CIP
1. Water Main Upgrade Program
2. Existing Well Upgrade Program
3. New and Upgraded PRV Stations' Program
4. Emergency Generator Upgrade Program
5. Schoolhouse Booster Pump Station Upgrade
6. Portola Tank Telemetry Upgrade
7. Develop Additional Supply Reliability
8. Big Wave Main Extension Project

QUESTIONS?

MONTARA WATER AND SANITARY DISTRICT



**Unaudited Financial Statements for
June 2017**



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared For the Meeting Of: August 3, 2017

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

**SUBJECT: Unaudited Financial Statements – Executive
Summary**

Budget vs. Actual – Sewer July thru June, 2017 Variances over \$2,000:

- 4460 Remodel Fees, \$8,844 above Budget – The system took in a large receive from 193 Reef Point, LLC for a remodel project.
- 4610 Property Tax Receipts, \$99,475 above Budget – The District received \$192,794 in ERAF funds, which was split between Sewer and Water funds.
- 4710 Sewer Service Charges, \$37,962 below Budget – \$156,940 received in June, remainder to come in July (accrual).
- 4720 Sewer Service Refunds, \$6,530 above budget – No refunds issued in June.
- **Overall Total Operating Income for the period ending June 30, 2017 was \$68,642 below budget. Total revenue received to date is \$2,341,368.**
- 5270 Information Systems, \$4,333 below Budget – Technical services support from Mike Watson was less than expected.
- 5400 Legal, \$9,758 above Budget- Increased activity in the current fiscal year.
- 5630 Consulting, \$8,106 below Budget – District's Strategic Plan is still being developed.
- 5640 Data Services, \$6,000 below Budget – The services of Fred Weber are not utilized until April in concurrence with the budget, the District has not yet been billed for the services.
- 5710 San Mateo Co. Tax Roll Charges, \$2,381 below Budget – Costs are included in the net check from the County. Expense is not broken out until fiscal year end.
- 5720 Telephone & Internet, \$5,380 above Budget – Higher costs than anticipated. The District has changed both providers and plans in an attempt to rein in costs.
- 5800 Labor, \$16,861 above Budget – Major line items to increase are due to the payment of employee benefits and a one-time payment toward the GM's 457 account.
- 6170 Claims, Property Damage, \$10,000 below Budget –No activity to date.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared For the Meeting Of: August 3, 2017

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 6200 Engineering, \$7,878 below Budget – Majority of costs have been related to capital improvement.
- 6330 Facilities, \$3,078 above Budget – Emergency tree service paid for in April was not budgeted for.
- 6400 Pumping, \$9,043 above Budget – PG&E payment for February – March appears to include a catch-up payment.
- 6600 Collection/Transmission, \$10,000 below Budget – No activity to date.
- 6920 SAM Operations, \$16,627 below Budget – The District received a reimbursement from SAM for a FY 2015-16 operating income.
- 6940 SAM Maintenance, Collection Sys, \$81,919 above Budget – Payment made for Sewer Maintenance expenses incurred in June.
- 6950 SAM Maintenance, Pumping, \$30,820 below Budget – Lift Stations maintenance paid in March.
- **Overall Total Operating Expenses for the period ending June 30, 2017 were \$17,184 above Budget.**
- **Total overall Expenses for the period ending June 30, 2017 were \$27,206 above budget. For a net ordinary income of \$41,436, budgeted vs. actual. Actual net ordinary income is \$622,801.**
- 7100 Connection Fees, \$14,426 below Budget – No new construction connection issued; 2 remodel connections issued in June.
- 7200 Interest Income, LAIF, \$3,851 above budget – 1st & 2nd quarter interest payments have been booked. Remaining periods still outstanding.
- 8000 CIP, \$832,258 below Budget – \$47,788 in capital improvements booked in May.
- 9175 Capital Assessment – SAM, \$40,278 below Budget – The District received a \$27,469 assessment refund.
- 9200 I-Bank Loan, \$23,066 below Budget – Variance due to timing.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared For the Meeting Of: August 3, 2017

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- **Budget vs. Actual – Water July thru June, 2017 Variances over \$2,000:**
- 4400 Fees, \$13,922 above Budget – Major increase in activity over prior year mainly in admin fees for new construction and remodel fees.
- 4610 Property tax Receipts, \$99,474, above Budget – The District received \$192,794 in ERAF funds, which was split between Sewer and Water funds.
- 4810 Water Sales Domestic, \$39,761 below Budget – final year end closing analysis and accrual have not yet been booked.
- **Overall Total Operating Income for the period ending June 30, 2017 was \$87,206 above budget. Total revenue received to date is \$2,176,156.**
- 5190 Bank Fees, \$3,257 below Budget – Lower fees than anticipated.
- 5240 CDPH Fees, \$15,500 below Budget – The District has not yet received the annual bill.
- 5250 Conference Attendance, \$3,150 below Budget – Minimal activity to date.
- 5400 Legal, \$4,233 below Budget – Majority of costs have been related to the Sewer enterprise.
- 5620 Audit, \$7,500 below Budget – The District did not have to undergo a single audit, thus reducing the overall fee.
- Consulting, \$11,600 above Budget – Majority of the costs are from Userware and studies performed by Bartle Wells. .
- 5720 Telephone & Internet, \$5,304 above Budget - Higher costs than anticipated. The District has changed both providers and plans in an attempt to rein in costs.
- 5800 Labor, \$13,961 above Budget – Major line items to increase are due to the payment of employee benefits and a one-time payment toward the GM's 457 account. .
- 6170 Claims, Property Damage, \$9,825 below Budget –Minimal activity to date.
- 6180 Communications, \$5,505 above Budget – SCADA communications expenses have been higher than anticipated.
- 6195 Education & Training, \$2,131 above Budget – Increased certification activity from Water Operators.
- 6200 Engineering, \$55,967 above Budget – Water quality engineering costs have been higher than anticipated.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared For the Meeting Of: August 3, 2017

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 6320 Equipment & Tools, Expensed, \$2,038 below Budget – District staff has been able to utilize the necessary resources from their current stock.
- 6400 Pumping, \$12,683 below Budget – PG&E costs have been less than expected to date.
- 6500 Supply, \$12,821 below Budget – Well maintenance expenses have been held in check.
- 6600 Collection/Transmission, \$46,926 above Budget – Water Main maintenance expenses have been much higher than anticipated.
- 6700 Treatment, \$22,059 below Budget – Costs related to chemicals and filtering have been held below historic levels.
- 6800 Vehicles, \$5,045 below Budget – Indicative of lower fuel costs and less than anticipated vehicle repairs.
- **Overall Total Operating Expenses for the period ending June 30, 2017 were \$66,238 above Budget.**
- **Total overall Expenses for the period ending June 30, 2017 were \$70,563 above budget. For a net ordinary income of \$16,643, budgeted vs. actual. Actual net ordinary income is \$650,669.**
- 7100 Connection Fees, \$12,786 above Budget – No new construction connections June.
- 7600 Bond Revenues, G.O. \$67,247 below Budget – Variance due to timing.
- 8000 CIP, \$66,460 above Budget – Projects include: Alta Vista Well monitoring.
- 9100 Interest Expense- Go Bonds, \$124,712 under Budget - Variance due to timing.
- 9150 SRF Loan, \$11,558 above Budget - Variance due to timing.

RECOMMENDATION:

This is for Board information only

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2016 through June 2017

	Jul '16 - Jun 17	Sewer Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 · Cell Tower Lease	34,427.15	33,500.00	927.15
4400 · Fees			
4410 · Administrative Fee (New Constr)	3,409.00	3,000.00	409.00
4420 · Administrative Fee (Remodel)	1,448.00	1,500.00	-52.00
4430 · Inspection Fee (New Constr)	3,220.00	2,500.00	720.00
4440 · Inspection Fee (Remodel)	3,748.00	3,500.00	248.00
4460 · Remodel Fees	15,843.60	7,000.00	8,843.60
Total 4400 · Fees	27,668.60	17,500.00	10,168.60
4610 · Property Tax Receipts	334,474.53	235,000.00	99,474.53
4710 · Sewer Service Charges	1,931,764.45	1,969,726.00	-37,961.55
4720 · Sewer Service Refunds, Customer	-10,529.93	-4,000.00	-6,529.93
4760 · Waste Collection Revenues	23,130.35	21,000.00	2,130.35
4990 · Other Revenue	433.17		
Total Income	2,341,368.32	2,272,726.00	68,642.32
Gross Profit	2,341,368.32	2,272,726.00	68,642.32
Expense			
5000 · Administrative			
5190 · Bank Fees	6,692.03	5,500.00	1,192.03
5200 · Board of Directors			
5210 · Board Meetings	4,169.23	3,000.00	1,169.23
5220 · Director Fees	2,664.94	3,300.00	-635.06
5230 · Election Expenses	4,859.68	4,000.00	859.68
Total 5200 · Board of Directors	11,693.85	10,300.00	1,393.85
5250 · Conference Attendance	146.63	2,000.00	-1,853.37
5270 · Information Systems	1,666.87	6,000.00	-4,333.13
5300 · Insurance			
5310 · Fidelity Bond	0.00	500.00	-500.00
5320 · Property & Liability Insurance	3,757.85	1,700.00	2,057.85
Total 5300 · Insurance	3,757.85	2,200.00	1,557.85
5350 · LAFCO Assessment	1,526.00	2,000.00	-474.00
5400 · Legal			
5420 · Meeting Attendance, Legal	6,482.50	9,500.00	-3,017.50
5430 · General Legal	32,775.00	20,000.00	12,775.00
Total 5400 · Legal	39,257.50	29,500.00	9,757.50
5510 · Maintenance, Office	6,932.50	8,000.00	-1,067.50
5540 · Office Supplies	7,755.40	8,000.00	-244.60
5550 · Postage	1,143.04	2,500.00	-1,356.96
5560 · Printing & Publishing	1,135.47	3,000.00	-1,864.53

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2016 through June 2017

	Jul '16 - Jun 17	Sewer Budget	\$ Over Budget
5600 · Professional Services			
5610 · Accounting	31,900.00	30,000.00	1,900.00
5620 · Audit	13,000.00	13,000.00	0.00
5630 · Consulting	19,894.27	28,000.00	-8,105.73
5640 · Data Services	0.00	6,000.00	-6,000.00
5650 · Labor & HR Support	2,250.00	2,250.00	0.00
5660 · Payroll Services	942.13	800.00	142.13
5690 · Other Professional Services	131.50		
Total 5600 · Professional Services	68,117.90	80,050.00	-11,932.10
5710 · San Mateo Co. Tax Roll Charges	119.00	2,500.00	-2,381.00
5720 · Telephone & Internet	16,380.34	11,000.00	5,380.34
5730 · Mileage Reimbursement	1,062.85	1,500.00	-437.15
5740 · Reference Materials	23.40	200.00	-176.60
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	18,637.44	15,117.00	3,520.44
5820 · Employee Benefits	42,299.10	34,382.00	7,917.10
5830 · Disability Insurance	1,360.36	1,479.00	-118.64
5840 · Payroll Taxes	14,552.28	16,521.00	-1,968.72
5850 · PARS	14,224.96	13,768.00	456.96
5900 · Wages			
5910 · Management	99,560.94	93,373.00	6,187.94
5920 · Staff	119,298.52	118,444.00	854.52
5930 · Staff Certification	1,800.00	1,800.00	0.00
5940 · Staff Overtime	3,878.84	2,339.00	1,539.84
5950 · Staff Standby	0.00		
Total 5900 · Wages	224,538.30	215,956.00	8,582.30
5960 · Worker's Comp Insurance	2,120.49	3,649.00	-1,528.51
Total 5800 · Labor	317,732.93	300,872.00	16,860.93
Total 5000 · Administrative	485,143.56	475,122.00	10,021.56
6000 · Operations			
6170 · Claims, Property Damage	0.00	10,000.00	-10,000.00
6195 · Education & Training	0.00	1,000.00	-1,000.00
6200 · Engineering			
6210 · Meeting Attendance, Engineering	0.00	2,000.00	-2,000.00
6220 · General Engineering	44,122.34	50,000.00	-5,877.66
Total 6200 · Engineering	44,122.34	52,000.00	-7,877.66
6320 · Equipment & Tools, Expensed	0.00	1,000.00	-1,000.00
6330 · Facilities			
6335 · Alarm Services	6,737.88	5,340.00	1,397.88
6337 · Landscaping	4,080.00	2,400.00	1,680.00
Total 6330 · Facilities	10,817.88	7,740.00	3,077.88

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2016 through June 2017

	Jul '16 - Jun 17	Sewer Budget	\$ Over Budget
6400 · Pumping			
6410 · Pumping Fuel & Electricity	36,043.27	27,000.00	9,043.27
Total 6400 · Pumping	36,043.27	27,000.00	9,043.27
6600 · Collection/Transmission			
6660 · Maintenance, Collection System	0.00	10,000.00	-10,000.00
Total 6600 · Collection/Transmission	0.00	10,000.00	-10,000.00
6800 · Vehicles			
6810 · Fuel	877.55	800.00	77.55
6820 · Truck Equipment, Expensed	70.80	160.00	-89.20
6830 · Truck Repairs	330.88	400.00	-69.12
Total 6800 · Vehicles	1,279.23	1,360.00	-80.77
6890 · Other Operations	550.00		
6900 · Sewer Authority Midcoastside			
6910 · SAM Collections	321,608.04	321,608.00	0.04
6920 · SAM Operations	677,903.96	694,531.00	-16,627.04
6940 · SAM Maintenance, Collection Sys	121,918.87	40,000.00	81,918.87
6950 · SAM Maintenance, Pumping	19,179.69	50,000.00	-30,820.31
Total 6900 · Sewer Authority Midcoastside	1,140,610.56	1,106,139.00	34,471.56
Total 6000 · Operations	1,233,423.28	1,216,239.00	17,184.28
Total Expense	1,718,566.84	1,691,361.00	27,205.84
Net Ordinary Income	622,801.48	581,365.00	41,436.48
Other Income/Expense			
Other Income			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	140,090.27	140,256.00	-165.73
7120 · Connection Fees (Remodel)	35,739.60	50,000.00	-14,260.40
Total 7100 · Connection Fees	175,829.87	190,256.00	-14,426.13
7200 · Interest Income - LAIF	13,851.17	10,000.00	3,851.17
Total 7000 · Capital Account Revenues	189,681.04	200,256.00	-10,574.96
Total Other Income	189,681.04	200,256.00	-10,574.96
Other Expense			
8000 · Capital Improvement Program			
8075 · Sewer	913,492.36	1,745,750.00	-832,257.64
Total 8000 · Capital Improvement Program	913,492.36	1,745,750.00	-832,257.64

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Accrual Basis

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2016 through June 2017

	Jul '16 - Jun 17	Sewer Budget	\$ Over Budget
9000 - Capital Account Expenses			
9125 - PNC Equipment Lease Interest	18,757.46	19,598.00	-840.54
9175 - Capital Assessment - SAM	113,431.87	153,710.00	-40,278.13
9200 - I-Bank Loan	2,134.81	25,201.00	-23,066.19
Total 9000 - Capital Account Expenses	134,324.14	198,509.00	-64,184.86
Total Other Expense	1,047,816.50	1,944,259.00	-896,442.50
Net Other Income	-858,135.46	-1,744,003.00	885,867.54
Net Income	-235,333.98	-1,162,638.00	927,304.02

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2016 through June 2017

	Jul '16 - Jun 17	Water Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 · Cell Tower Lease	34,427.05	33,500.00	927.05
4400 · Fees			
4410 · Administrative Fee (New Constr)	7,292.00	4,500.00	2,792.00
4420 · Administrative Fee (Remodel)	0.00	900.00	-900.00
4430 · Inspection Fee (New Constr)	6,888.00	4,250.00	2,638.00
4440 · Inspection Fee (Remodel)	460.00	800.00	-340.00
4460 · Remodel Fees	9,731.91		
Total 4400 · Fees	24,371.91	10,450.00	13,921.91
4610 · Property Tax Receipts	334,474.40	235,000.00	99,474.40
4740 · Testing, Backflow	14,816.00	13,000.00	1,816.00
4810 · Water Sales, Domestic	1,760,239.50	1,800,000.00	-39,760.50
4850 · Water Sales Refunds, Customer	-2,992.66	-3,000.00	7.34
4990 · Other Revenue	10,819.63		
Total Income	2,176,155.83	2,088,950.00	87,205.83
Gross Profit	2,176,155.83	2,088,950.00	87,205.83
Expense			
5000 · Administrative			
5190 · Bank Fees	6,743.15	10,000.00	-3,256.85
5200 · Board of Directors			
5210 · Board Meetings	4,169.20	3,000.00	1,169.20
5220 · Director Fees	2,664.94	3,300.00	-635.06
5230 · Election Expenses	4,859.66	4,000.00	859.66
Total 5200 · Board of Directors	11,693.80	10,300.00	1,393.80
5240 · CDPH Fees	0.00	15,500.00	-15,500.00
5250 · Conference Attendance	850.12	4,000.00	-3,149.88
5270 · Information Systems	2,973.45	1,500.00	1,473.45
5300 · Insurance			
5310 · Fidelity Bond	0.00	500.00	-500.00
5320 · Property & Liability Insurance	3,757.84	2,700.00	1,057.84
Total 5300 · Insurance	3,757.84	3,200.00	557.84
5350 · LAFCO Assessment	2,048.00	2,500.00	-452.00
5400 · Legal			
5420 · Meeting Attendance, Legal	6,480.00	8,500.00	-2,020.00
5430 · General Legal	57,787.50	60,000.00	-2,212.50
Total 5400 · Legal	64,267.50	68,500.00	-4,232.50

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Accrual Basis

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2016 through June 2017

	Jul '16 - Jun 17	Water Budget	\$ Over Budget
5510 · Maintenance, Office	8,677.65	8,000.00	677.65
5530 · Memberships	17,679.00	18,000.00	-321.00
5540 · Office Supplies	7,637.58	8,000.00	-362.42
5550 · Postage	7,168.13	6,000.00	1,168.13
5560 · Printing & Publishing	1,355.95	2,000.00	-644.05
5600 · Professional Services			
5610 · Accounting	31,900.00	30,000.00	1,900.00
5620 · Audit	13,000.00	20,500.00	-7,500.00
5630 · Consulting	36,599.65	25,000.00	11,599.65
5650 · Labor & HR Support	2,348.85	2,000.00	348.85
5660 · Payroll Services	942.07	850.00	92.07
5690 · Other Professional Services	131.50		
Total 5600 · Professional Services	84,922.07	78,350.00	6,572.07
5710 · San Mateo Co. Tax Roll Charges	119.00		
5720 · Telephone & Internet	22,303.72	17,000.00	5,303.72
5730 · Mileage Reimbursement	1,647.60	2,000.00	-352.40
5740 · Reference Materials	23.40	800.00	-776.60
5790 · Other Administrative	2,146.66		
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	36,417.88	33,970.00	2,447.88
5820 · Employee Benefits	86,427.78	69,368.00	17,059.78
5830 · Disability Insurance	3,366.08	2,921.00	445.08
5840 · Payroll Taxes	38,089.74	40,574.00	-2,484.26
5850 · PARS	26,515.49	27,005.00	-489.51
5900 · Wages			
5910 · Management	99,562.77	93,373.00	6,189.77
5920 · Staff	347,037.16	350,791.00	-3,753.84
5930 · Staff Certification	9,125.00	9,000.00	125.00
5940 · Staff Overtime	52,690.25	52,353.00	337.25
5950 · Staff Standby	23,829.96	24,857.00	-1,027.04
Total 5900 · Wages	532,245.14	530,374.00	1,871.14
5960 · Worker's Comp Insurance	14,422.65	19,312.00	-4,889.35
Total 5800 · Labor	737,484.76	723,524.00	13,960.76
Total 5000 · Administrative	983,499.38	979,174.00	4,325.38
6000 · Operations			
6160 · Backflow Prevention	892.27	1,000.00	-107.73
6170 · Claims, Property Damage	175.00	10,000.00	-9,825.00
6180 · Communications			
6185 · SCADA Maintenance	20,012.60	15,000.00	5,012.60
6180 · Communications - Other	492.87		
Total 6180 · Communications	20,505.47	15,000.00	5,505.47
6195 · Education & Training	8,131.40	6,000.00	2,131.40

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2016 through June 2017

	Jul '16 - Jun 17	Water Budget	\$ Over Budget
6200 - Engineering			
6210 - Meeting Attendance, Engineering	0.00	2,000.00	-2,000.00
6220 - General Engineering	4,028.75	20,000.00	-15,971.25
6230 - Water Quality Engineering	138,938.78	65,000.00	73,938.78
Total 6200 - Engineering	142,967.53	87,000.00	55,967.53
6320 - Equipment & Tools, Expensed	2,961.60	5,000.00	-2,038.40
6330 - Facilities			
6335 - Alarm Services	776.58	750.00	26.58
6337 - Landscaping	6,974.64	6,000.00	974.64
6330 - Facilities - Other	127.26		
Total 6330 - Facilities	7,878.48	6,750.00	1,128.48
6370 - Lab Supplies & Equipment	178.24	1,000.00	-821.76
6380 - Meter Reading	118.79		
6400 - Pumping			
6410 - Pumping Fuel & Electricity	82,729.82	100,000.00	-17,270.18
6420 - Pumping Maintenance, Generators	12,118.46	8,000.00	4,118.46
6430 - Pumping Maintenance, General	4,968.94	2,500.00	2,468.94
6440 - Pumping Equipment, Expensed	0.00	2,000.00	-2,000.00
Total 6400 - Pumping	99,817.22	112,500.00	-12,682.78
6500 - Supply			
6510 - Maintenance, Raw Water Mains	1,421.29		
6520 - Maintenance, Wells	1,465.82	10,000.00	-8,534.18
6530 - Water Purchases	34,292.34	40,000.00	-5,707.66
Total 6500 - Supply	37,179.45	50,000.00	-12,820.55
6600 - Collection/Transmission			
6610 - Hydrants	3,818.95	1,000.00	2,818.95
6620 - Maintenance, Water Mains	117,390.83	55,000.00	62,390.83
6630 - Maintenance, Water Svc Lines	4,206.20	25,000.00	-20,793.80
6640 - Maintenance, Tanks	70.58	1,000.00	-929.42
6650 - Maint., Distribution General	5,196.40	10,000.00	-4,803.60
6660 - Maintenance, Collection System	23.89		
6670 - Meters	10,718.76	2,500.00	8,218.76
Total 6600 - Collection/Transmission	141,425.61	94,500.00	46,925.61
6700 - Treatment			
6710 - Chemicals & Filtering	11,659.82	30,000.00	-18,340.18
6720 - Maintenance, Treatment Equip.	4,723.74	4,000.00	723.74
6730 - Treatment Analysis	25,556.96	30,000.00	-4,443.04
Total 6700 - Treatment	41,940.52	64,000.00	-22,059.48
6770 - Uniforms	10,560.11	9,000.00	1,560.11

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Accrual Basis

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2016 through June 2017

	Jul '16 - Jun 17	Water Budget	\$ Over Budget
6800 - Vehicles			
6810 - Fuel	6,142.93	8,000.00	-1,857.07
6820 - Truck Equipment, Expensed	495.60	1,000.00	-504.40
6830 - Truck Repairs	2,316.17	5,000.00	-2,683.83
Total 6800 - Vehicles	8,954.70	14,000.00	-5,045.30
6890 - Other Operations	18,301.15		
Total 6000 - Operations	541,987.54	475,750.00	66,237.54
Total Expense	1,525,486.92	1,454,924.00	70,562.92
Net Ordinary Income	650,668.91	634,026.00	16,642.91
Other Income/Expense			
Other Income			
7000 - Capital Account Revenues			
7100 - Connection Fees			
7110 - Connection Fees (New Constr)	130,171.17	128,000.00	2,171.17
7120 - Connection Fees (Remodel)	106.00	3,000.00	-2,894.00
7130 - Conn. Fees, PFP (New Constr)	78,508.41	65,000.00	13,508.41
Total 7100 - Connection Fees	208,785.58	196,000.00	12,785.58
7600 - Bond Revenues, G.O.	1,217,682.71	1,150,436.00	67,246.71
Total 7000 - Capital Account Revenues	1,426,468.29	1,346,436.00	80,032.29
Total Other Income	1,426,468.29	1,346,436.00	80,032.29
Other Expense			
8000 - Capital Improvement Program			
8100 - Water	685,459.72	619,000.00	66,459.72
Total 8000 - Capital Improvement Program	685,459.72	619,000.00	66,459.72
9000 - Capital Account Expenses			
9075 - PFP Connection Expenses	7,922.50		
9100 - Interest Expense - GO Bonds	171,021.84	295,734.00	-124,712.16
9125 - PNC Equipment Lease Interest	18,757.48	19,598.00	-840.52
9150 - SRF Loan	48,805.41	37,247.00	11,558.41
9210 - Conservation Program/Rebates	1,128.55		
Total 9000 - Capital Account Expenses	247,635.78	352,579.00	-104,943.22
Total Other Expense	933,095.50	971,579.00	-38,483.50
Net Other Income	493,372.79	374,857.00	118,515.79
Net Income	1,144,041.70	1,008,883.00	135,158.70

Montara Water & Sanitary District
Funds Balance Sheet
As of June 30, 2017

	Sewer	Water	Unassigned	TOTAL
ASSETS				
Current Assets				
Checking/Savings				
Sewer - Bank Accounts				
Wells Fargo Operating - Sewer	2,894,886.00	0.00	0.00	2,894,886.00
LAIF Investment Fund				
Capital Reserve	3,867,818.32	0.00	0.00	3,867,818.32
Connection Fees Reserve	152,756.00	0.00	0.00	152,756.00
Operating Reserve	281,893.00	0.00	0.00	281,893.00
Total LAIF Investment Fund	<u>4,302,467.32</u>	<u>0.00</u>	<u>0.00</u>	<u>4,302,467.32</u>
Total Sewer - Bank Accounts	7,197,353.32	0.00	0.00	7,197,353.32
Water - Bank Accounts				
Wells Fargo Operating - Water	0.00	725,114.22	0.00	725,114.22
Capital Reserve	0.00	398,249.00	0.00	398,249.00
Operating Reserve	0.00	190,251.00	0.00	190,251.00
Restricted Cash				
Acq & Improv Fund	0.00	436.13	0.00	436.13
Connection Fees Reserve	0.00	157,000.00	0.00	157,000.00
Cost of Issuance	0.00	122.94	0.00	122.94
GO Bonds Fund	0.00	1,349,985.13	0.00	1,349,985.13
Total Restricted Cash	<u>0.00</u>	<u>1,507,544.20</u>	<u>0.00</u>	<u>1,507,544.20</u>
Total Water - Bank Accounts	<u>0.00</u>	<u>2,821,158.42</u>	<u>0.00</u>	<u>2,821,158.42</u>
Total Checking/Savings	7,197,353.32	2,821,158.42	0.00	10,018,511.74
Accounts Receivable				
Sewer - Accounts Receivable				
Accounts Receivable	15,783.11	0.00	0.00	15,783.11
Total Sewer - Accounts Receivable	<u>15,783.11</u>	<u>0.00</u>	<u>0.00</u>	<u>15,783.11</u>
Water - Accounts Receivable				
Accounts Receivable	0.00	-4,178.89	0.00	-4,178.89
Accounts Rec. - Backflow	0.00	11,237.59	0.00	11,237.59
Accounts Rec. - Water Residents	0.00	147,894.79	0.00	147,894.79
Unbilled Water Receivables	0.00	222,714.27	0.00	222,714.27
Total Water - Accounts Receivable	<u>0.00</u>	<u>377,667.76</u>	<u>0.00</u>	<u>377,667.76</u>
Total Accounts Receivable	15,783.11	377,667.76	0.00	393,450.87
Other Current Assets				
Due from Kathryn Slater-Carter	232.31	382.31	0.00	614.62
Maint/Parts Inventory	0.00	42,656.32	0.00	42,656.32
Undeposited Funds	0.00	6,530.73	0.00	6,530.73
Total Other Current Assets	<u>232.31</u>	<u>49,569.36</u>	<u>0.00</u>	<u>49,801.67</u>
Total Current Assets	7,213,368.74	3,248,395.54	0.00	10,461,764.28
Fixed Assets				
Sewer - Fixed Assets				
General Plant	2,335,210.98	0.00	0.00	2,335,210.98
Land	5,000.00	0.00	0.00	5,000.00
Other Capital Improv.				
Sewer-Original Cost	685,599.18	0.00	0.00	685,599.18
Other Cap. Improv.	2,564,810.39	0.00	0.00	2,564,810.39
Total Other Capital Improv.	<u>3,250,409.57</u>	<u>0.00</u>	<u>0.00</u>	<u>3,250,409.57</u>

Montara Water & Sanitary District
Funds Balance Sheet
As of June 30, 2017

Seal Cove Collection System	995,505.00	0.00	0.00	995,505.00
Sewage Collection Facility				
Collection Facility - Org. Cost	1,349,064.00	0.00	0.00	1,349,064.00
Collection Facility - Other	3,991,243.33	0.00	0.00	3,991,243.33
Total Sewage Collection Facility	<u>5,340,307.33</u>	<u>0.00</u>	<u>0.00</u>	<u>5,340,307.33</u>
Treatment Facility	244,539.84	0.00	0.00	244,539.84
Accumulated Depreciation	-7,394,155.00	0.00	0.00	-7,394,155.00
Total Sewer - Fixed Assets	<u>4,776,817.72</u>	<u>0.00</u>	<u>0.00</u>	<u>4,776,817.72</u>
Water - Fixed Assets				
General Plant	0.00	25,889,935.10	0.00	25,889,935.10
Land & Easements	0.00	734,500.00	0.00	734,500.00
Surface Water Rights	0.00	300,000.00	0.00	300,000.00
Water Meters	0.00	1,058,985.00	0.00	1,058,985.00
Fixed Assets - Other	0.00	48,171.78	0.00	48,171.78
Accumulated Depreciation	0.00	-8,896,821.00	0.00	-8,896,821.00
Total Water - Fixed Assets	<u>0.00</u>	<u>19,134,770.88</u>	<u>0.00</u>	<u>19,134,770.88</u>
Total Fixed Assets	4,776,817.72	19,134,770.88	0.00	23,911,588.60
Other Assets				
Sewer - Other Assets				
Def'd Amts Related to Pensions	13,495.00	0.00	0.00	13,495.00
Joint Power Authority				
SAM - Orig Collection Facility	981,592.00	0.00	0.00	981,592.00
SAM - Expansion	1,705,955.08	0.00	0.00	1,705,955.08
Total Joint Power Authority	<u>2,687,547.08</u>	<u>0.00</u>	<u>0.00</u>	<u>2,687,547.08</u>
Total Sewer - Other Assets	2,701,042.08	0.00	0.00	2,701,042.08
Water - Other Assets				
Def'd Amts Related to Pensions	0.00	26,821.00	0.00	26,821.00
Due from Sewer	0.00	146,418.50	0.00	146,418.50
Bond Acquisition Cost OID	0.00	57,636.40	0.00	57,636.40
Bond Issue Cost	0.00	61,691.45	0.00	61,691.45
Total Water - Other Assets	<u>0.00</u>	<u>292,567.35</u>	<u>0.00</u>	<u>292,567.35</u>
Total Other Assets	2,701,042.08	292,567.35	0.00	2,993,609.43
Due From/(To)				
Sewer	0.00	-201,785.17	85,464.74	
Water	201,785.17	0.00	-85,464.74	
Unassigned	-85,464.74	85,464.74	0.00	
Total Due From/(To)	<u>116,320.43</u>	<u>-116,320.43</u>	<u>0.00</u>	<u>0.00</u>
TOTAL ASSETS	<u>14,807,548.97</u>	<u>22,559,413.34</u>	<u>0.00</u>	<u>37,366,962.31</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
Accounts Payable - Sewer	6,374.00	0.00	0.00	6,374.00
Accounts Payable - Water	0.00	20,517.50	0.00	20,517.50
Total Accounts Payable	<u>6,374.00</u>	<u>20,517.50</u>	<u>0.00</u>	<u>26,891.50</u>
Other Current Liabilities				
Sewer - Current Liabilities				
Accrued Payables - Sewer	133,546.06	0.00	0.00	133,546.06
Accrued Vacations	6,911.83	0.00	0.00	6,911.83
Deposits Payable	20,891.00	0.00	0.00	20,891.00
Total Sewer - Current Liabilities	<u>161,348.89</u>	<u>0.00</u>	<u>0.00</u>	<u>161,348.89</u>

Montara Water & Sanitary District
Funds Balance Sheet
As of June 30, 2017

Water - Current Liabilities				
Accrued Payables - Water	0.00	99,531.93	0.00	99,531.93
Accrued Vacations	0.00	10,719.62	0.00	10,719.62
Deposits Payable	0.00	31,533.68	0.00	31,533.68
PFP Water Deposits	0.00	4,302.50	0.00	4,302.50
SRF Loan Payable X109 - Current	0.00	37,732.42	0.00	37,732.42
Total Water - Current Liabilities	0.00	183,820.15	0.00	183,820.15
Payroll Liabilities				
Employee Benefits Payable	12,033.94	0.00	0.00	12,033.94
Total Payroll Liabilities	12,033.94	0.00	0.00	12,033.94
Total Other Current Liabilities	173,382.83	183,820.15	0.00	357,202.98
Total Current Liabilities	179,756.83	204,337.65	0.00	384,094.48
Long Term Liabilities				
Sewer - Long Term Liabilities				
Due to Water Fund	146,418.50	0.00	0.00	146,418.50
Accrued Vacations	9,853.51	0.00	0.00	9,853.51
I-Bank Loan	800,182.73	0.00	0.00	800,182.73
PNC Equip. Loan - L/T	640,930.10	0.00	0.00	640,930.10
Total Sewer - Long Term Liabilities	1,597,384.84	0.00	0.00	1,597,384.84
Water - Long Term Liabilities				
Accrued Vacations	0.00	9,969.14	0.00	9,969.14
Deferred on Refunding	0.00	-224,756.00	0.00	-224,756.00
GO Bonds - L/T	0.00	11,479,503.08	0.00	11,479,503.08
PNC Equip. Loan - L/T	0.00	640,930.13	0.00	640,930.13
SRF Loan Payable - X102	0.00	131,410.68	0.00	131,410.68
SRF Loan Payable - X109	0.00	3,541,174.66	0.00	3,541,174.66
Total Water - Long Term Liabilities	0.00	15,578,231.69	0.00	15,578,231.69
Total Long Term Liabilities	1,597,384.84	15,578,231.69	0.00	17,175,616.53
Total Liabilities	1,777,141.67	15,782,569.34	0.00	17,559,711.01
Equity				
Sewer - Equity Accounts				
Capital Assets Net	3,408,252.20	0.00	0.00	3,408,252.20
Fund Balance - Unrestricted	8,646,292.87	0.00	0.00	8,646,292.87
Retained Earnings	-147,890.16	0.00	0.00	-147,890.16
Total Sewer - Equity Accounts	11,906,654.91	0.00	0.00	11,906,654.91
Water - Equity Accounts				
Capital Assets Net	0.00	2,868,858.70	0.00	2,868,858.70
Restricted Debt Service	0.00	1,384,997.90	0.00	1,384,997.90
Unrestricted	0.00	-1,562,801.59	0.00	-1,562,801.59
Retained Earnings	0.00	147,890.16	0.00	147,890.16
Total Water - Equity Accounts	0.00	2,838,945.17	0.00	2,838,945.17
Equity Adjustment Account	1,359,086.37	2,793,857.13	0.00	4,152,943.50
Net Income	-235,333.98	1,144,041.70	0.00	908,707.72
Total Equity	13,030,407.30	6,776,844.00	0.00	19,807,251.30
TOTAL LIABILITIES & EQUITY	14,807,548.97	22,559,413.34	0.00	37,366,962.31

Montara Water & Sanitary District
Restricted and Non Restricted Cash Assets
July 2016 through June 2017

Assets and Reserves Information

Year to Date Cash Information	July	August	September	October	November	December	January	February	March	April	May	June	Target Reserves	\$ Over/(Under) Targets	% Over/Under Targets
Sewer - Operations															
Wells Fargo Operating - Sewer	3,336,939.65	3,075,524.30	2,705,463.57	1,925,893.93	1,859,469.58	3,025,008.81	2,577,749.97	2,699,962.53	2,487,998.87	3,517,496.47	2,971,272.78	2,894,886.00			
Sewer - Reserve Accounts															
LAIF -															
Capital Reserve	3,853,967.15	3,853,967.15	3,853,967.15	3,853,967.15	3,853,967.15	3,853,967.15	3,853,967.15	3,853,967.15	3,867,818.32	3,867,818.32	3,867,818.32	3,867,818.32	1,626,140.00	2,227,827.15	237%
Connection Fees Reserve	152,756.00	152,756.00	152,756.00	152,756.00	152,756.00	152,756.00	152,756.00	152,756.00	152,756.00	152,756.00	152,756.00	152,756.00	152,756.00	-	100%
Operating Reserve	281,893.00	281,893.00	281,893.00	281,893.00	281,893.00	281,893.00	281,893.00	281,893.00	281,893.00	281,893.00	281,893.00	281,893.00	281,893.00	-	100%
Sub-total	<u>4,288,616.15</u>	<u>4,288,616.15</u>	<u>4,288,616.15</u>	<u>4,288,616.15</u>	<u>4,288,616.15</u>	<u>4,288,616.15</u>	<u>4,288,616.15</u>	<u>4,288,616.15</u>	<u>4,302,467.32</u>	<u>4,302,467.32</u>	<u>4,302,467.32</u>	<u>4,302,467.32</u>			
Water - Operations															
Wells Fargo Operating - Water	607,680.10	618,197.47	630,454.76	642,423.58	654,933.70	665,424.33	675,824.13	686,062.68	696,079.29	705,053.24	715,378.13	725,114.22			
Water - Reserve Accounts															
Wells Fargo Bank-															
Capital Reserve	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	1,218,980.00	(820,731.00)	33%
Connection Fees Reserve	157,000.00	157,000.00	157,000.00	157,000.00	157,000.00	157,000.00	157,000.00	157,000.00	157,000.00	157,000.00	157,000.00	157,000.00	196,000.00	(39,000.00)	80%
Operating Reserve	190,251.00	190,251.00	190,251.00	190,251.00	190,251.00	190,251.00	190,251.00	190,251.00	190,251.00	190,251.00	190,251.00	190,251.00	242,487.00	(52,236.00)	78%
Sub-total	<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>			
Water - Restricted accounts															
First Republic Bank - Water															
Acquisition & Improvement Fund	436.13	436.13	436.13	436.13	436.13	436.13	436.13	436.13	436.13	436.13	436.13	436.13			
Cost of issuance	122.94	122.94	122.94	122.94	122.94	122.94	122.94	122.94	122.94	122.94	122.94	122.94			
GO Bonds Fund	1,332,844.72	796,526.91	796,526.91	796,526.91	796,526.91	865,964.79	1,442,649.57	870,433.65	934,387.13	944,234.12	1,336,919.10	1,349,985.13			
Sub-total	<u>1,333,403.79</u>	<u>797,085.98</u>	<u>797,085.98</u>	<u>797,085.98</u>	<u>797,085.98</u>	<u>866,523.86</u>	<u>1,443,208.64</u>	<u>870,992.72</u>	<u>934,946.20</u>	<u>944,793.19</u>	<u>1,337,478.17</u>	<u>1,350,544.20</u>			
Total Cash and equivalents	<u>10,312,139.69</u>	<u>9,524,923.90</u>	<u>9,167,120.46</u>	<u>8,399,519.64</u>	<u>8,345,605.41</u>	<u>9,591,073.15</u>	<u>9,730,898.89</u>	<u>9,291,134.08</u>	<u>9,166,991.68</u>	<u>10,215,310.22</u>	<u>10,072,096.40</u>	<u>10,018,511.74</u>			

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2016 through June 2017

													TOTAL			
	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	Jul '16 - Jun 17	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense																
Income																
4220 - Cell Tower Lease	2,857.30	2,857.30	2,857.30	2,857.30	2,857.30	2,857.30	2,857.30	2,857.30	2,857.30	2,857.30	2,899.80	2,954.35	34,427.15	33,500.00	927.15	102.77%
4400 - Fees																
4410 - Administrative Fee (New Constr)	0.00	487.00	0.00	0.00	0.00	974.00	487.00	487.00	487.00	487.00	0.00	0.00	3,409.00	3,000.00	409.00	113.63%
4420 - Administrative Fee (Remodel)	487.00	487.00	0.00	474.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,448.00	1,500.00	-52.00	96.53%
4430 - Inspection Fee (New Constr)	0.00	460.00	0.00	0.00	0.00	920.00	460.00	460.00	460.00	460.00	0.00	0.00	3,220.00	2,500.00	720.00	128.8%
4440 - Inspection Fee (Remodel)	566.00	460.00	530.00	908.00	0.00	430.00	430.00	106.00	318.00	0.00	0.00	0.00	3,748.00	3,500.00	248.00	107.09%
4460 - Remodel Fees	341.00	682.00	106.00	1,942.90	0.00	324.00	0.00	0.00	0.00	0.00	11,765.70	682.00	15,843.60	7,000.00	8,843.60	226.34%
Total 4400 - Fees	1,394.00	2,576.00	636.00	3,324.90	0.00	2,648.00	1,377.00	1,053.00	1,265.00	947.00	11,765.70	682.00	27,668.60	17,500.00	10,168.60	158.11%
4610 - Property Tax Receipts	0.00	0.00	0.00	521.37	22,366.27	100,892.31	99,522.31	15,063.32	1,020.00	73,490.80	2,625.36	18,972.79	334,474.53	235,000.00	99,474.53	142.33%
4710 - Sewer Service Charges	0.00	0.00	0.00	0.00	0.00	1,002,502.87	0.00	119,003.53	270.04	680,382.27	0.00	129,605.74	1,931,764.45	1,969,726.00	-37,961.55	98.07%
4720 - Sewer Service Refunds, Customer	0.00	0.00	0.00	0.00	-667.68	-6,883.77	0.00	0.00	-2,978.48	0.00	0.00	0.00	-10,529.93	-4,000.00	-6,529.93	263.25%
4760 - Waste Collection Revenues	1,344.31	2,571.11	1,169.43	2,771.41	1,944.68	1,910.92	1,184.75	2,651.03	1,013.10	2,647.62	995.90	2,926.09	23,130.35	21,000.00	2,130.35	110.15%
4990 - Other Revenue	0.00	4.01	0.00	0.00	4.48	271.33	0.00	0.00	0.00	0.00	5.62	147.73	433.17			
Total Income	5,595.61	8,008.42	4,662.73	9,474.98	26,505.05	1,104,198.96	104,941.36	140,628.18	3,446.96	760,324.99	18,292.38	155,288.70	2,341,368.32	2,272,726.00	68,642.32	103.02%
Gross Profit	5,595.61	8,008.42	4,662.73	9,474.98	26,505.05	1,104,198.96	104,941.36	140,628.18	3,446.96	760,324.99	18,292.38	155,288.70	2,341,368.32	2,272,726.00	68,642.32	103.02%
Expense																
5000 - Administrative																
5190 - Bank Fees	2,803.19	350.36	306.87	283.42	307.91	300.85	306.54	309.60	460.63	302.69	532.09	427.88	6,692.03	5,500.00	1,192.03	121.67%
5200 - Board of Directors																
5210 - Board Meetings	0.00	167.00	125.00	1,004.58	125.00	250.00	306.72	0.00	262.52	745.00	1,058.41	125.00	4,169.23	3,000.00	1,169.23	138.97%
5220 - Director Fees	0.00	112.50	262.50	450.00	0.00	637.50	262.50	187.50	187.50	189.94	0.00	375.00	2,664.94	3,300.00	-635.06	80.76%
5230 - Election Expenses	0.00	0.00	819.68	0.00	0.00	0.00	0.00	0.00	0.00	4,040.00	0.00	0.00	4,859.68	4,000.00	859.68	121.49%
Total 5200 - Board of Directors	0.00	279.50	1,207.18	1,454.58	125.00	887.50	569.22	187.50	450.02	4,974.94	1,058.41	500.00	11,693.85	10,300.00	1,393.85	113.53%
5250 - Conference Attendance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	146.63	0.00	0.00	0.00	0.00	146.63	2,000.00	-1,853.37	7.33%
5270 - Information Systems	0.00	126.87	160.00	0.00	390.00	150.00	150.00	0.00	30.00	210.00	0.00	450.00	1,666.87	6,000.00	-4,333.13	27.78%
5300 - Insurance																
5310 - Fidelity Bond	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
5320 - Property & Liability Insurance	1,918.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,839.38	3,757.85	1,700.00	2,057.85	221.05%
Total 5300 - Insurance	1,918.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,839.38	3,757.85	2,200.00	1,557.85	170.81%
5350 - LAFCO Assessment	0.00	0.00	0.00	0.00	1,526.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,526.00	2,000.00	-474.00	76.3%
5400 - Legal																
5420 - Meeting Attendance, Legal	0.00	500.00	587.50	1,057.50	0.00	467.50	562.50	1,295.00	475.00	725.00	0.00	812.50	6,482.50	9,500.00	-3,017.50	68.24%
5430 - General Legal	0.00	4,457.50	5,162.50	1,487.50	3,587.50	1,600.00	1,432.50	1,770.00	2,962.50	1,775.00	1,887.50	6,652.50	32,775.00	20,000.00	12,775.00	163.88%
Total 5400 - Legal	0.00	4,957.50	5,750.00	2,545.00	3,587.50	2,067.50	1,995.00	3,065.00	3,437.50	2,500.00	1,887.50	7,465.00	39,257.50	29,500.00	9,757.50	133.08%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2016 through June 2017

	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	TOTAL			
													Jul '16 - Jun 17	Budget	\$ Over Budget	% of Budget
5510 - Maintenance, Office	0.00	391.98	2,136.78	32.63	550.00	1,621.28	350.00	617.33	502.50	160.00	260.00	310.00	6,932.50	8,000.00	-1,067.50	86.66%
5540 - Office Supplies	0.00	1,488.07	361.58	1,456.12	206.75	510.47	414.60	437.34	312.20	762.90	299.50	1,505.87	7,755.40	8,000.00	-244.60	96.94%
5550 - Postage	0.00	100.00	0.00	77.85	0.00	100.00	227.85	260.83	155.34	112.50	0.00	108.67	1,143.04	2,500.00	-1,356.96	45.72%
5560 - Printing & Publishing	0.00	37.91	40.35	0.00	84.43	19.14	19.58	51.10	310.27	13.86	225.73	333.10	1,135.47	3,000.00	-1,864.53	37.85%
5600 - Professional Services																
5610 - Accounting	0.00	0.00	1,900.00	4,200.00	1,550.00	1,800.00	2,800.00	1,000.00	700.00	2,600.00	0.00	15,350.00	31,900.00	30,000.00	1,900.00	106.33%
5620 - Audit	0.00	0.00	2,800.00	0.00	7,500.00	2,700.00	0.00	0.00	0.00	0.00	0.00	0.00	13,000.00	13,000.00	0.00	100.0%
5630 - Consulting	0.00	375.00	3,801.50	1,756.59	3,265.05	1,083.00	833.75	486.88	517.50	2,500.00	2,770.00	2,505.00	19,894.27	28,000.00	-8,105.73	71.05%
5640 - Data Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,000.00	-6,000.00	0.0%
5650 - Labor & HR Support	187.50	0.00	187.50	375.00	0.00	375.00	0.00	375.00	187.50	187.50	187.50	187.50	2,250.00	2,250.00	0.00	100.0%
5660 - Payroll Services	73.94	74.95	75.94	74.95	74.95	75.94	136.21	73.96	71.95	69.78	69.78	69.78	942.13	800.00	142.13	117.77%
5690 - Other Professional Services	0.00	0.00	0.00	0.00	0.00	0.00	101.50	0.00	0.00	0.00	0.00	30.00	131.50			
Total 5600 - Professional Services	261.44	449.95	8,764.94	6,406.54	12,390.00	6,033.94	3,871.46	1,935.84	1,476.95	5,357.28	3,027.28	18,142.28	68,117.90	80,050.00	-11,932.10	85.09%
5710 - San Mateo Co. Tax Roll Charges	0.00	0.00	0.00	0.00	119.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	119.00	2,500.00	-2,381.00	4.76%
5720 - Telephone & Internet	29.98	1,347.12	1,292.60	1,289.46	1,468.08	1,632.93	1,239.12	1,258.34	1,370.18	1,389.68	1,066.09	2,996.76	16,380.34	11,000.00	5,380.34	148.91%
5730 - Mileage Reimbursement	0.00	0.00	23.03	513.71	0.00	0.00	44.43	0.00	0.00	36.27	445.41	0.00	1,062.85	1,500.00	-437.15	70.86%
5740 - Reference Materials	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	23.40	0.00	0.00	23.40	200.00	-176.60	11.7%
5800 - Labor																
5810 - CalPERS 457 Deferred Plan	1,134.69	1,254.27	1,627.78	1,230.60	1,237.00	1,254.64	1,259.28	1,235.83	1,450.49	1,214.26	4,314.25	1,424.35	18,637.44	15,117.00	3,520.44	123.29%
5820 - Employee Benefits	2,865.14	2,865.14	2,865.14	2,865.14	2,865.14	2,865.14	6,273.88	0.00	0.00	3,046.33	6,092.66	9,695.39	42,299.10	34,382.00	7,917.10	123.03%
5830 - Disability Insurance	0.00	113.37	113.37	113.36	113.36	113.36	113.36	113.37	113.36	113.36	113.36	226.73	1,360.36	1,479.00	-118.64	91.98%
5840 - Payroll Taxes	1,327.53	1,101.00	973.67	873.78	881.26	763.05	1,376.25	1,350.60	1,585.21	1,327.02	1,436.30	1,556.61	14,552.28	16,521.00	-1,968.72	88.08%
5850 - PARS	1,087.07	1,144.84	1,498.30	1,107.10	1,136.32	1,136.32	1,136.32	1,077.87	1,287.13	1,112.61	1,200.28	1,300.80	14,224.96	13,768.00	456.96	103.32%
5900 - Wages																
5910 - Management	7,391.78	7,391.78	12,988.30	7,590.62	7,590.62	7,590.62	7,590.62	7,590.62	9,460.98	8,125.00	8,125.00	8,125.00	99,560.94	93,373.00	6,187.94	106.63%
5920 - Staff	9,332.41	10,221.20	10,076.11	9,441.60	9,892.00	9,891.20	9,891.20	8,992.00	10,340.80	8,992.00	10,340.80	11,887.20	119,298.52	118,444.00	854.52	100.72%
5930 - Staff Certification	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	1,800.00	1,800.00	0.00	100.0%
5940 - Staff Overtime	478.96	155.35	39.81	398.10	39.81	291.94	358.29	922.27	769.66	79.63	159.24	185.78	3,878.84	2,339.00	1,539.84	165.83%
5950 - Staff Standby	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Total 5900 - Wages	17,353.15	17,918.33	23,254.22	17,580.32	17,672.43	17,923.76	17,990.11	17,654.89	20,721.44	17,346.63	18,775.04	20,347.98	224,538.30	215,956.00	8,582.30	103.97%
5960 - Worker's Comp Insurance	0.00	0.00	0.00	604.48	0.00	0.00	531.00	0.00	0.00	0.00	0.00	985.01	2,120.49	3,649.00	-1,528.51	58.11%
Total 5800 - Labor	23,767.58	24,396.95	30,332.48	24,374.78	23,905.51	24,056.27	28,680.20	21,432.56	25,157.63	24,160.21	31,931.89	35,536.87	317,732.93	300,872.00	16,860.93	105.6%
Total 5000 - Administrative	28,780.66	33,926.21	50,375.81	38,434.09	44,660.18	37,379.88	37,868.00	29,702.07	33,663.22	40,003.73	40,733.90	69,615.81	485,143.56	475,122.00	10,021.56	102.11%
6000 - Operations																
6170 - Claims, Property Damage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	-10,000.00	0.0%
6195 - Education & Training	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2016 through June 2017

	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	TOTAL			
													Jul '16 - Jun 17	Budget	\$ Over Budget	% of Budget
6200 - Engineering																
6210 - Meeting Attendance, Engineering	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%
6220 - General Engineering	1,253.00	5,519.00	0.09	0.00	4,101.00	6,713.25	4,206.50	2,685.00	3,492.00	3,640.00	7,234.50	5,278.00	44,122.34	50,000.00	-5,877.66	88.25%
Total 6200 - Engineering	1,253.00	5,519.00	0.09	0.00	4,101.00	6,713.25	4,206.50	2,685.00	3,492.00	3,640.00	7,234.50	5,278.00	44,122.34	52,000.00	-7,877.66	84.85%
6320 - Equipment & Tools, Expensed	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
6330 - Facilities																
6335 - Alarm Services	444.30	518.82	391.80	444.30	518.82	391.80	444.30	518.82	0.00	594.30	662.82	1,807.80	6,737.88	5,340.00	1,397.88	126.18%
6337 - Landscaping	0.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00	190.00	1,990.00	190.00	380.00	4,080.00	2,400.00	1,680.00	170.0%
Total 6330 - Facilities	444.30	708.82	581.80	634.30	708.82	581.80	634.30	708.82	190.00	2,584.30	852.82	2,187.80	10,817.88	7,740.00	3,077.88	139.77%
6400 - Pumping																
6410 - Pumping Fuel & Electricity	0.00	2,368.80	2,723.57	2,490.01	2,278.55	2,522.97	2,376.64	0.00	8,725.88	0.00	6,981.39	5,575.46	36,043.27	27,000.00	9,043.27	133.49%
Total 6400 - Pumping	0.00	2,368.80	2,723.57	2,490.01	2,278.55	2,522.97	2,376.64	0.00	8,725.88	0.00	6,981.39	5,575.46	36,043.27	27,000.00	9,043.27	133.49%
6600 - Collection/Transmission																
6660 - Maintenance, Collection System	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	-10,000.00	0.0%
Total 6600 - Collection/Transmission	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	-10,000.00	0.0%
6800 - Vehicles																
6810 - Fuel	0.00	0.00	0.00	0.00	0.00	0.00	412.87	93.33	77.63	0.00	0.00	293.72	877.55	800.00	77.55	109.69%
6820 - Truck Equipment, Expensed	0.00	0.00	0.00	0.00	0.00	0.00	34.06	0.00	0.00	0.00	0.00	36.74	70.80	160.00	-89.20	44.25%
6830 - Truck Repairs	0.00	0.00	0.00	0.00	0.00	0.00	106.68	16.41	20.15	0.00	0.00	187.64	330.88	400.00	-69.12	82.72%
Total 6800 - Vehicles	0.00	0.00	0.00	0.00	0.00	0.00	553.61	109.74	97.78	0.00	0.00	518.10	1,279.23	1,360.00	-80.77	94.06%
6890 - Other Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	550.00	0.00	0.00	0.00	550.00			
6900 - Sewer Authority Midcoastside																
6910 - SAM Collections	26,800.67	26,800.67	26,800.67	26,800.67	26,800.67	26,800.67	26,800.67	26,800.67	26,800.67	26,800.67	26,800.67	26,800.67	321,608.04	321,608.00	0.04	100.0%
6920 - SAM Operations	57,877.58	57,877.58	57,877.58	57,877.58	57,877.58	57,877.58	57,877.58	57,877.58	57,877.58	41,250.58	57,877.58	57,877.58	677,903.96	694,531.00	-16,627.04	97.61%
6940 - SAM Maintenance, Collection Sys	0.00	0.00	0.00	0.00	0.00	55,256.53	0.00	0.00	0.00	0.00	0.00	66,662.34	121,918.87	40,000.00	81,918.87	304.8%
6950 - SAM Maintenance, Pumping	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,179.69	0.00	0.00	0.00	19,179.69	50,000.00	-30,820.31	38.36%
Total 6900 - Sewer Authority Midcoastside	84,678.25	84,678.25	84,678.25	84,678.25	84,678.25	139,934.78	84,678.25	84,678.25	103,857.94	68,051.25	84,678.25	151,340.59	1,140,610.56	1,106,139.00	34,471.56	103.12%
Total 6000 - Operations	86,375.55	93,274.87	87,983.71	87,802.56	91,766.62	149,752.80	92,449.30	88,181.81	116,913.60	74,275.55	99,746.96	164,899.95	1,233,423.28	1,216,239.00	17,184.28	101.41%
Total Expense	115,156.21	127,201.08	138,359.52	126,236.65	136,426.80	187,132.68	130,317.30	117,883.88	150,576.82	114,279.28	140,480.86	234,515.76	1,718,566.84	1,691,361.00	27,205.84	101.61%
Net Ordinary Income	-109,560.60	-119,192.66	-133,696.79	-116,761.67	-109,921.75	917,066.28	-25,375.94	22,744.30	-147,129.86	646,045.71	-122,188.48	-79,227.06	622,801.48	581,365.00	41,436.48	107.13%
Other Income/Expense																
Other Income																

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2016 through June 2017

	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	TOTAL			
													Jul '16 - Jun 17	Budget	\$ Over Budget	% of Budget
7000 - Capital Account Revenues																
7100 - Connection Fees																
7110 - Connection Fees (New Constr)	0.00	-433.57	79,040.00	0.00	-212.16	0.00	0.00	30,848.00	0.00	0.00	30,848.00	0.00	140,090.27	140,256.00	-165.73	99.88%
7120 - Connection Fees (Remodel)	1,927.60	963.80	8,676.00	6,264.70	0.00	8,645.40	481.90	0.00	2,891.40	0.00	106.00	5,782.80	35,739.60	50,000.00	-14,260.40	71.48%
Total 7100 - Connection Fees	1,927.60	530.23	87,716.00	6,264.70	-212.16	8,645.40	481.90	30,848.00	2,891.40	0.00	30,954.00	5,782.80	175,829.87	190,256.00	-14,426.13	92.42%
7200 - Interest Income - LAIF	0.00	0.00	0.00	6,525.17	0.00	0.00	7,326.00	0.00	0.00	0.00	0.00	0.00	13,851.17	10,000.00	3,851.17	138.51%
7700 - Interest, Employee Loans	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
Total 7000 - Capital Account Revenues	1,927.60	530.23	87,716.00	12,789.87	-212.16	8,645.40	7,807.90	30,848.00	2,891.40	0.00	30,954.00	5,782.80	189,681.04	200,256.00	-10,574.96	94.72%
Total Other Income	1,927.60	530.23	87,716.00	12,789.87	-212.16	8,645.40	7,807.90	30,848.00	2,891.40	0.00	30,954.00	5,782.80	189,681.04	200,256.00	-10,574.96	94.72%
Other Expense																
8000 - Capital Improvement Program																
8075 - Sewer	6,845.00	13,941.91	328.00	573,170.68	55,846.75	155,064.12	20,467.67	5,457.50	20,681.46	6,406.50	48,883.65	6,399.12	913,492.36	1,745,750.00	-832,257.64	52.33%
Total 8000 - Capital Improvement Program	6,845.00	13,941.91	328.00	573,170.68	55,846.75	155,064.12	20,467.67	5,457.50	20,681.46	6,406.50	48,883.65	6,399.12	913,492.36	1,745,750.00	-832,257.64	52.33%
9000 - Capital Account Expenses																
9125 - PNC Equipment Lease Interest	840.38	1,672.69	1,663.98	1,655.25	1,646.50	1,637.73	1,628.93	1,620.12	1,611.28	1,602.42	1,593.54	1,584.64	18,757.46	19,598.00	-840.54	95.71%
9175 - Capital Assessment - SAM	12,809.17	12,809.17	12,809.17	12,809.17	12,809.17	12,809.17	-27,469.00	12,809.17	12,809.17	12,809.17	12,809.17	12,809.17	113,431.87	153,710.00	-40,278.13	73.8%
9200 - I-Bank Loan	2,134.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,134.81	25,201.00	-23,066.19	8.47%
Total 9000 - Capital Account Expenses	15,784.36	14,481.86	14,473.15	14,464.42	14,455.67	14,446.90	-25,840.07	14,429.29	14,420.45	14,411.59	14,402.71	14,393.81	134,324.14	198,509.00	-64,184.86	67.67%
Total Other Expense	22,629.36	28,423.77	14,801.15	587,635.10	70,302.42	169,511.02	-5,372.40	19,886.79	35,101.91	20,818.09	63,286.36	20,792.93	1,047,816.50	1,944,259.00	-896,442.50	53.89%
Net Other Income	-20,701.76	-27,893.54	72,914.85	-574,845.23	-70,514.58	-160,865.62	13,180.30	10,961.21	-32,210.51	-20,818.09	-32,332.36	-15,010.13	-858,135.46	-1,744,003.00	885,867.54	49.21%
Net Income	-130,262.36	-147,086.20	-60,781.94	-691,606.90	-180,436.33	756,200.66	-12,195.64	33,705.51	-179,340.37	625,227.62	-154,520.84	-94,237.19	-235,333.98	-1,162,638.00	927,304.02	20.24%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2016 through June 2017

	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	TOTAL			
													Jul '16 - Jun 17	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense																
Income																
4220 - Cell Tower Lease	2,857.29	2,857.29	2,857.29	2,857.29	2,857.29	2,857.29	2,857.29	2,857.29	2,857.29	2,857.29	2,899.79	2,954.36	34,427.05	33,500.00	927.05	102.77%
4400 - Fees																
4410 - Administrative Fee (New Constr)	0.00	974.00	0.00	0.00	974.00	974.00	974.00	974.00	961.00	974.00	0.00	487.00	7,292.00	4,500.00	2,792.00	162.04%
4420 - Administrative Fee (Remodel)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	900.00	-900.00	0.0%
4430 - Inspection Fee (New Constr)	0.00	920.00	0.00	0.00	920.00	920.00	920.00	920.00	908.00	920.00	0.00	460.00	6,888.00	4,250.00	2,638.00	162.07%
4440 - Inspection Fee (Remodel)	0.00	0.00	0.00	460.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	460.00	800.00	-340.00	57.5%
4460 - Remodel Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	106.00	0.00	0.00	9,625.91	9,731.91			
Total 4400 - Fees	0.00	1,894.00	0.00	460.00	1,894.00	1,894.00	1,894.00	1,894.00	1,975.00	1,894.00	0.00	10,572.91	24,371.91	10,450.00	13,921.91	233.22%
4610 - Property Tax Receipts	0.00	0.00	0.00	521.35	22,366.26	100,892.30	99,522.28	15,063.32	1,019.98	73,490.78	2,625.35	18,972.78	334,474.40	235,000.00	99,474.40	142.33%
4740 - Testing, Backflow	0.00	0.00	6,548.00	0.00	0.00	5,618.00	0.00	0.00	0.00	0.00	1,378.00	1,272.00	14,816.00	13,000.00	1,816.00	113.97%
4810 - Water Sales, Domestic	148,457.14	150,557.73	181,904.17	163,485.10	151,741.35	114,265.07	150,373.09	140,896.68	205,222.65	102,398.50	136,723.03	114,214.99	1,760,239.50	1,800,000.00	-39,760.50	97.79%
4850 - Water Sales Refunds, Customer	0.00	-499.56	0.00	0.00	0.00	0.00	0.00	-1,532.04	0.00	-301.48	0.00	-659.58	-2,992.66	-3,000.00	7.34	99.76%
4990 - Other Revenue	0.00	152.50	1,350.54	0.00	5,004.47	0.00	840.72	18.00	1,179.00	675.27	5.62	1,593.51	10,819.63			
Total Income	151,314.43	154,961.96	192,660.00	167,323.74	183,863.37	225,526.66	255,487.38	159,197.25	212,253.92	181,014.36	143,631.79	148,920.97	2,176,155.83	2,088,950.00	87,205.83	104.18%
Gross Profit	151,314.43	154,961.96	192,660.00	167,323.74	183,863.37	225,526.66	255,487.38	159,197.25	212,253.92	181,014.36	143,631.79	148,920.97	2,176,155.83	2,088,950.00	87,205.83	104.18%
Expense																
5000 - Administrative																
5190 - Bank Fees	1,256.24	502.91	429.66	452.15	425.60	498.93	453.05	602.46	442.02	471.29	207.26	1,001.58	6,743.15	10,000.00	-3,256.85	67.43%
5200 - Board of Directors																
5210 - Board Meetings	0.00	166.99	125.00	1,004.58	125.00	250.00	306.71	0.00	262.51	745.00	1,058.41	125.00	4,169.20	3,000.00	1,169.20	138.97%
5220 - Director Fees	0.00	112.50	262.50	450.00	0.00	637.50	262.50	187.50	187.50	189.94	0.00	375.00	2,664.94	3,300.00	-635.06	80.76%
5230 - Election Expenses	0.00	0.00	819.67	0.00	0.00	0.00	0.00	0.00	0.00	4,039.99	0.00	0.00	4,859.66	4,000.00	859.66	121.49%
Total 5200 - Board of Directors	0.00	279.49	1,207.17	1,454.58	125.00	887.50	569.21	187.50	450.01	4,974.93	1,058.41	500.00	11,693.80	10,300.00	1,393.80	113.53%
5240 - CDPH Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,500.00	-15,500.00	0.0%
5250 - Conference Attendance	0.00	0.00	0.00	0.00	0.00	0.00	703.50	146.62	0.00	0.00	0.00	0.00	850.12	4,000.00	-3,149.88	21.25%
5270 - Information Systems	0.00	126.87	160.00	0.00	390.00	150.00	150.00	0.00	1,336.58	210.00	0.00	450.00	2,973.45	1,500.00	1,473.45	198.23%
5300 - Insurance																
5310 - Fidelity Bond	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	-500.00	0.0%
5320 - Property & Liability Insurance	1,918.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,839.38	3,757.84	2,700.00	1,057.84	139.18%
Total 5300 - Insurance	1,918.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,839.38	3,757.84	3,200.00	557.84	117.43%
5350 - LAFCO Assessment	0.00	0.00	0.00	0.00	2,048.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,048.00	2,500.00	-452.00	81.92%
5400 - Legal																
5420 - Meeting Attendance, Legal	0.00	500.00	587.50	1,055.00	0.00	470.00	562.50	1,292.50	475.00	725.00	0.00	812.50	6,480.00	8,500.00	-2,020.00	76.24%
5430 - General Legal	0.00	4,017.50	4,300.00	3,275.00	3,975.00	2,662.50	1,155.00	7,430.00	5,662.50	8,100.00	7,887.50	9,322.50	57,787.50	60,000.00	-2,212.50	96.31%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
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													TOTAL			
	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	Jul '16 - Jun 17	Budget	\$ Over Budget	% of Budget
Total 5400 - Legal	0.00	4,517.50	4,887.50	4,330.00	3,975.00	3,132.50	1,717.50	8,722.50	6,137.50	8,825.00	7,887.50	10,135.00	64,267.50	68,500.00	-4,232.50	93.82%
5510 - Maintenance, Office	0.00	391.98	2,151.45	32.63	1,765.10	2,136.66	350.00	617.33	502.50	160.00	260.00	310.00	8,677.65	8,000.00	677.65	108.47%
5530 - Memberships	0.00	255.00	0.00	0.00	10,680.00	6,744.00	0.00	0.00	0.00	0.00	0.00	0.00	17,679.00	18,000.00	-321.00	98.22%
5540 - Office Supplies	0.00	1,488.06	361.59	1,456.10	206.74	510.45	414.59	437.34	312.20	762.89	299.50	1,388.12	7,637.58	8,000.00	-362.42	95.47%
5550 - Postage	0.00	570.00	318.17	989.77	130.52	570.00	735.08	790.68	838.93	646.31	490.00	1,088.67	7,168.13	6,000.00	1,168.13	119.47%
5560 - Printing & Publishing	0.00	111.36	40.35	0.00	84.43	19.13	19.58	51.11	205.27	265.89	225.73	333.10	1,355.95	2,000.00	-644.05	67.8%
5600 - Professional Services																
5610 - Accounting	0.00	0.00	1,900.00	4,200.00	1,550.00	1,800.00	2,800.00	1,000.00	700.00	2,600.00	0.00	15,350.00	31,900.00	30,000.00	1,900.00	106.33%
5620 - Audit	0.00	0.00	2,800.00	0.00	7,500.00	2,700.00	0.00	0.00	0.00	0.00	0.00	0.00	13,000.00	20,500.00	-7,500.00	63.42%
5630 - Consulting	0.00	375.00	3,801.49	1,756.59	2,365.62	375.00	833.75	486.87	517.50	5,372.32	12,300.00	8,415.51	36,599.65	25,000.00	11,599.65	146.4%
5650 - Labor & HR Support	187.50	0.00	187.50	375.00	0.00	375.00	0.00	375.00	187.50	187.50	187.50	286.35	2,348.85	2,000.00	348.85	117.44%
5660 - Payroll Services	73.95	74.94	75.94	74.94	74.94	75.94	136.19	73.94	71.95	69.78	69.78	69.78	942.07	850.00	92.07	110.83%
5690 - Other Professional Services	0.00	0.00	0.00	0.00	0.00	0.00	101.50	0.00	0.00	0.00	0.00	30.00	131.50			
Total 5600 - Professional Services	261.45	449.94	8,764.93	6,406.53	11,490.56	5,325.94	3,871.44	1,935.81	1,476.95	8,229.60	12,557.28	24,151.64	84,922.07	78,350.00	6,572.07	108.39%
5710 - San Mateo Co. Tax Roll Charges	0.00	0.00	0.00	0.00	119.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	119.00			
5720 - Telephone & Internet	29.97	1,732.10	2,109.52	1,662.18	1,872.91	2,078.37	1,799.68	1,648.91	2,096.26	1,780.60	1,705.44	3,787.78	22,303.72	17,000.00	5,303.72	131.2%
5730 - Mileage Reimbursement	0.00	45.05	96.74	655.29	57.33	61.43	93.56	53.24	99.19	40.36	445.41	0.00	1,647.60	2,000.00	-352.40	82.38%
5740 - Reference Materials	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	23.40	0.00	0.00	23.40	800.00	-776.60	2.93%
5790 - Other Administrative	1,112.00	0.00	0.00	0.00	0.00	0.00	0.00	12.14	328.00	0.00	651.48	43.04	2,146.66			
5800 - Labor																
5810 - CalPERS 457 Deferred Plan	2,529.45	2,883.96	3,144.65	2,769.39	2,817.69	2,826.86	2,834.74	2,807.31	3,160.00	2,268.82	5,554.17	2,820.84	36,417.88	33,970.00	2,447.88	107.21%
5820 - Employee Benefits	5,780.71	5,780.71	5,780.71	5,780.71	5,780.71	5,780.71	12,731.69	0.00	0.00	5,163.36	11,334.17	22,514.30	86,427.78	69,368.00	17,059.78	124.59%
5830 - Disability Insurance	0.00	280.45	280.52	280.51	280.51	280.51	280.51	280.51	280.51	280.51	280.51	561.03	3,366.08	2,921.00	445.08	115.24%
5840 - Payroll Taxes	3,131.43	3,208.58	2,941.70	2,897.95	2,908.65	2,760.26	3,407.02	3,395.63	3,850.82	2,889.21	3,221.72	3,476.77	38,089.74	40,574.00	-2,484.26	93.88%
5850 - PARS	2,052.14	2,315.19	2,617.77	2,180.06	2,264.56	2,264.56	2,264.57	2,103.55	2,396.57	1,822.90	2,017.13	2,216.49	26,515.49	27,005.00	-489.51	98.19%
5900 - Wages																
5910 - Management	7,391.76	7,391.76	12,990.28	7,590.60	7,590.60	7,590.60	7,590.60	7,590.60	9,460.97	8,125.00	8,125.00	8,125.00	99,562.77	93,373.00	6,189.77	106.63%
5920 - Staff	26,704.42	31,295.80	30,285.26	29,268.13	29,969.76	29,615.70	29,844.08	27,787.42	31,227.72	24,034.34	27,248.78	29,755.75	347,037.16	350,791.00	-3,753.84	98.93%
5930 - Staff Certification	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	775.00	800.00	800.00	9,125.00	9,000.00	125.00	101.39%
5940 - Staff Overtime	4,082.98	4,020.68	3,049.19	4,480.72	3,875.97	4,092.41	4,309.95	6,400.44	6,830.80	2,873.51	3,902.75	4,770.85	52,690.25	52,353.00	337.25	100.64%
5950 - Staff Standby	2,003.78	2,010.97	1,933.58	1,951.52	1,986.48	1,982.45	2,041.42	1,858.66	2,068.19	1,959.14	2,037.73	1,996.04	23,829.96	24,857.00	-1,027.04	95.87%
Total 5900 - Wages	40,932.94	45,469.21	49,008.31	44,040.97	44,172.81	44,031.16	44,536.05	44,387.12	50,337.68	37,766.99	42,114.26	45,447.64	532,245.14	530,374.00	1,871.14	100.35%
5960 - Worker's Comp Insurance	0.00	0.00	0.00	4,998.73	0.00	0.00	5,175.00	0.00	0.00	0.00	0.00	4,248.92	14,422.65	19,312.00	-4,889.35	74.68%
Total 5800 - Labor	54,426.67	59,938.10	63,773.66	62,948.32	58,224.93	57,944.06	71,229.58	52,974.12	60,025.58	50,191.79	64,521.96	81,285.99	737,484.76	723,524.00	13,960.76	101.93%
Total 5000 - Administrative	59,004.79	70,408.36	84,300.74	80,387.55	91,595.12	80,058.97	82,106.77	68,179.76	74,250.99	76,582.06	90,309.97	126,314.30	983,499.38	979,174.00	4,325.38	100.44%
6000 - Operations																

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2016 through June 2017

	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	TOTAL			
													Jul '16 - Jun 17	Budget	\$ Over Budget	% of Budget
6160 · Backflow Prevention	0.00	0.00	0.00	0.00	0.00	0.00	472.45	0.00	419.82	0.00	0.00	0.00	892.27	1,000.00	-107.73	89.23%
6170 · Claims, Property Damage	0.00	0.00	0.00	175.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	175.00	10,000.00	-9,825.00	1.75%
6180 · Communications																
6185 · SCADA Maintenance	0.00	0.00	0.00	0.00	0.00	9,939.23	0.00	1,320.44	1,998.93	6,197.00	557.00	0.00	20,012.60	15,000.00	5,012.60	133.42%
6180 · Communications - Other	0.00	222.12	0.00	177.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	93.75	492.87			
Total 6180 · Communications	0.00	222.12	0.00	177.00	0.00	9,939.23	0.00	1,320.44	1,998.93	6,197.00	557.00	93.75	20,505.47	15,000.00	5,505.47	136.7%
6195 · Education & Training	0.00	1,184.68	1,330.00	304.23	670.28	172.15	215.34	825.00	574.31	600.97	926.47	1,327.97	8,131.40	6,000.00	2,131.40	135.52%
6200 · Engineering																
6210 · Meeting Attendance, Engineering	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%
6220 · General Engineering	0.00	165.00	797.50	482.50	0.00	1,232.50	55.00	526.25	385.00	385.00	0.00	0.00	4,028.75	20,000.00	-15,971.25	20.14%
6230 · Water Quality Engineering	0.00	12,442.37	6,952.50	9,500.85	0.00	5,104.80	7,266.05	12,542.15	5,696.25	11,607.06	22,000.50	45,826.25	138,938.78	65,000.00	73,938.78	213.75%
Total 6200 · Engineering	0.00	12,607.37	7,750.00	9,983.35	0.00	6,337.30	7,321.05	13,068.40	6,081.25	11,992.06	22,000.50	45,826.25	142,967.53	87,000.00	55,967.53	164.33%
6320 · Equipment & Tools, Expensed	0.00	16.99	613.28	0.00	65.36	616.35	0.00	202.19	399.84	249.64	435.64	362.31	2,961.60	5,000.00	-2,038.40	59.23%
6330 · Facilities																
6335 · Alarm Services	52.50	127.02	0.00	52.50	127.02	0.00	52.50	127.02	0.00	58.50	127.02	52.50	776.58	750.00	26.58	103.54%
6337 · Landscaping	0.00	420.00	437.73	420.00	485.80	420.00	420.00	420.00	420.00	2,220.00	420.00	891.11	6,974.64	6,000.00	974.64	116.24%
6330 · Facilities - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	127.26	127.26			
Total 6330 · Facilities	52.50	547.02	437.73	472.50	612.82	420.00	472.50	547.02	420.00	2,278.50	547.02	1,070.87	7,878.48	6,750.00	1,128.48	116.72%
6370 · Lab Supplies & Equipment	0.00	0.00	0.00	0.00	0.00	11.96	0.00	0.00	26.58	139.70	0.00	0.00	178.24	1,000.00	-821.76	17.82%
6380 · Meter Reading	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	118.79	0.00	0.00	0.00	118.79			
6400 · Pumping																
6410 · Pumping Fuel & Electricity	0.00	5,182.01	5,080.12	5,343.54	4,965.79	4,594.61	4,212.21	2,281.25	28,760.36	2,409.81	9,228.58	10,671.54	82,729.82	100,000.00	-17,270.18	82.73%
6420 · Pumping Maintenance, Generators	0.00	0.00	0.00	0.00	4,934.49	0.00	0.00	0.00	2,566.25	0.00	4,617.72	0.00	12,118.46	8,000.00	4,118.46	151.48%
6430 · Pumping Maintenance, General	0.00	0.00	0.00	466.63	0.00	0.00	0.00	1,233.43	3,251.30	0.00	17.58	0.00	4,968.94	2,500.00	2,468.94	198.76%
6440 · Pumping Equipment, Expensed	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%
Total 6400 · Pumping	0.00	5,182.01	5,080.12	5,810.17	9,900.28	4,594.61	4,212.21	3,514.68	34,577.91	2,409.81	13,863.88	10,671.54	99,817.22	112,500.00	-12,682.78	88.73%
6500 · Supply																
6510 · Maintenance, Raw Water Mains	0.00	0.00	0.00	0.00	49.47	1,301.10	0.00	12.51	0.00	0.00	0.00	58.21	1,421.29			
6520 · Maintenance, Wells	0.00	89.73	3.49	0.00	1,298.30	0.00	0.00	29.06	0.00	0.00	0.00	45.24	1,465.82	10,000.00	-8,534.18	14.66%
6530 · Water Purchases	0.00	0.00	0.00	14,082.76	0.00	0.00	0.00	0.00	0.00	0.00	20,209.58	0.00	34,292.34	40,000.00	-5,707.66	85.73%
Total 6500 · Supply	0.00	89.73	3.49	14,082.76	1,347.77	1,301.10	0.00	41.57	0.00	0.00	20,209.58	103.45	37,179.45	50,000.00	-12,820.55	74.36%
6600 · Collection/Transmission																
6610 · Hydrants	0.00	0.00	0.00	5,691.91	-1,872.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,818.95	1,000.00	2,818.95	381.9%
6620 · Maintenance, Water Mains	0.00	255.19	1,417.69	260.45	12,439.95	9,676.32	24,485.74	3,960.90	18,677.58	31,139.22	5,781.29	9,296.50	117,390.83	55,000.00	62,390.83	213.44%
6630 · Maintenance, Water Svc Lines	0.00	0.00	108.35	0.00	68.38	0.00	0.00	0.00	0.00	3,989.29	23.88	16.30	4,206.20	25,000.00	-20,793.80	16.83%
6640 · Maintenance, Tanks	0.00	2.78	0.00	0.00	0.00	0.00	0.00	0.00	67.80	0.00	0.00	0.00	70.58	1,000.00	-929.42	7.06%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2016 through June 2017

													TOTAL			
	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	Jul '16 - Jun 17	Budget	\$ Over Budget	% of Budget
6650 - Maint., Distribution General	0.00	349.24	0.00	0.00	278.57	89.61	69.11	388.51	0.00	0.00	286.89	3,734.47	5,196.40	10,000.00	-4,803.60	51.96%
6660 - Maintenance, Collection System	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	23.89	0.00	0.00	23.89			
6670 - Meters	0.00	0.00	4,136.05	1,463.59	3,491.01	0.00	0.00	0.00	839.77	0.00	0.00	788.34	10,718.76	2,500.00	8,218.76	428.75%
Total 6600 - Collection/Transmission	0.00	607.21	5,662.09	7,415.95	14,404.95	9,765.93	24,554.85	4,349.41	19,585.15	35,152.40	6,092.06	13,835.61	141,425.61	94,500.00	46,925.61	149.66%
6700 - Treatment																
6710 - Chemicals & Filtering	0.00	388.92	2,950.54	1,571.80	1,631.28	1,269.77	181.09	132.91	1,959.42	273.78	112.54	1,187.77	11,659.82	30,000.00	-18,340.18	38.87%
6720 - Maintenance, Treatment Equip.	0.00	0.00	69.18	638.49	0.00	0.00	0.00	503.00	1,158.57	1,429.10	0.00	925.40	4,723.74	4,000.00	723.74	118.09%
6730 - Treatment Analysis	0.00	1,043.42	473.94	7,742.30	2,164.75	2,309.39	2,317.85	1,387.60	2,067.50	1,017.22	3,476.35	1,556.64	25,556.96	30,000.00	-4,443.04	85.19%
Total 6700 - Treatment	0.00	1,432.34	3,493.66	9,952.59	3,796.03	3,579.16	2,498.94	2,023.51	5,185.49	2,720.10	3,588.89	3,669.81	41,940.52	64,000.00	-22,059.48	65.53%
6770 - Uniforms	0.00	65.39	1,262.41	2,097.12	1,677.49	1,637.70	0.00	522.60	919.08	396.48	-54.00	2,035.84	10,560.11	9,000.00	1,560.11	117.34%
6800 - Vehicles																
6810 - Fuel	0.00	598.21	461.63	558.82	615.99	513.07	142.33	653.31	543.44	642.70	503.12	910.31	6,142.93	8,000.00	-1,857.07	76.79%
6820 - Truck Equipment, Expensed	0.00	104.06	9.04	45.79	26.30	87.30	-34.06	0.00	0.00	89.13	0.00	168.04	495.60	1,000.00	-504.40	49.56%
6830 - Truck Repairs	0.00	0.00	0.00	0.00	853.43	0.00	-106.68	114.87	141.10	29.97	846.13	437.35	2,316.17	5,000.00	-2,683.83	46.32%
Total 6800 - Vehicles	0.00	702.27	470.67	604.61	1,495.72	600.37	1.59	768.18	684.54	761.80	1,349.25	1,515.70	8,954.70	14,000.00	-5,045.30	63.96%
6890 - Other Operations	0.00	105.94	0.00	0.00	4,955.21	330.00	4,003.00	0.00	646.15	17.35	8,243.50	0.00	18,301.15			
Total 6000 - Operations	52.50	22,763.07	26,103.45	51,075.28	38,925.91	39,305.86	43,751.93	27,183.00	71,637.84	62,915.81	77,759.79	80,513.10	541,987.54	475,750.00	66,237.54	113.92%
Total Expense	59,057.29	93,171.43	110,404.19	131,462.83	130,521.03	119,364.83	125,858.70	95,362.76	145,888.83	139,497.87	168,069.76	206,827.40	1,525,486.92	1,454,924.00	70,562.92	104.85%
Net Ordinary Income	92,257.14	61,790.53	82,255.81	35,860.91	53,342.34	106,161.83	129,628.68	63,834.49	66,365.09	41,516.49	-24,437.97	-57,906.43	650,668.91	634,026.00	16,642.91	102.63%
Other Income/Expense																
Other Income																
7000 - Capital Account Revenues																
7100 - Connection Fees																
7110 - Connection Fees (New Constr)	0.00	0.00	55,966.00	0.00	-654.96	0.00	17,302.00	22,400.41	17,855.72	17,302.00	0.00	0.00	130,171.17	128,000.00	2,171.17	101.7%
7120 - Connection Fees (Remodel)	0.00	0.00	0.00	106.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	106.00	3,000.00	-2,894.00	3.53%
7130 - Conn. Fees, PFP (New Constr)	0.00	-5,160.00	35,357.00	0.00	0.00	0.00	12,385.00	12,628.41	10,849.00	12,449.00	0.00	0.00	78,508.41	65,000.00	13,508.41	120.78%
Total 7100 - Connection Fees	0.00	-5,160.00	91,323.00	106.00	-654.96	0.00	29,687.00	35,028.82	28,704.72	29,751.00	0.00	0.00	208,785.58	196,000.00	12,785.58	106.52%
7600 - Bond Revenues, G.O.	0.00	0.00	0.00	1,616.33	67,821.55	569,427.86	15,594.85	58,618.67	12,649.51	389,882.46	13,066.03	89,005.45	1,217,682.71	1,150,436.00	67,246.71	105.85%
Total 7000 - Capital Account Revenues	0.00	-5,160.00	91,323.00	1,722.33	67,166.59	569,427.86	45,281.85	93,647.49	41,354.23	419,633.46	13,066.03	89,005.45	1,426,468.29	1,346,436.00	80,032.29	105.94%
Total Other Income	0.00	-5,160.00	91,323.00	1,722.33	67,166.59	569,427.86	45,281.85	93,647.49	41,354.23	419,633.46	13,066.03	89,005.45	1,426,468.29	1,346,436.00	80,032.29	105.94%
Other Expense																
8000 - Capital Improvement Program																

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2016 through June 2017

	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	May 17	Jun 17	TOTAL			
													Jul '16 - Jun 17	Budget	\$ Over Budget	% of Budget
8100 - Water	0.00	37,701.72	377,765.15	36,814.58	62,516.67	23,924.29	2,560.00	30,838.15	29,803.40	17,725.81	5,583.44	60,226.51	685,459.72	619,000.00	66,459.72	110.74%
Total 8000 - Capital Improvement Program	0.00	37,701.72	377,765.15	36,814.58	62,516.67	23,924.29	2,560.00	30,838.15	29,803.40	17,725.81	5,583.44	60,226.51	685,459.72	619,000.00	66,459.72	110.74%
9000 - Capital Account Expenses																
9075 - PFP Connection Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,375.00	547.50	0.00	7,922.50			
9100 - Interest Expense - GO Bonds	0.00	24,942.50	0.00	0.00	0.00	0.00	0.00	146,079.34	0.00	0.00	0.00	0.00	171,021.84	295,734.00	-124,712.16	57.83%
9125 - PNC Equipment Lease Interest	840.37	1,672.69	1,663.98	1,655.26	1,646.50	1,637.73	1,628.94	1,620.12	1,611.28	1,602.43	1,593.54	1,584.64	18,757.48	19,598.00	-840.52	95.71%
9150 - SRF Loan	0.00	0.00	0.00	0.00	0.00	45,287.60	0.00	0.00	892.50	0.00	0.00	2,625.31	48,805.41	37,247.00	11,558.41	131.03%
9210 - Conservation Program/Rebates	0.00	0.00	200.00	200.00	100.00	0.00	0.00	0.00	0.00	200.00	0.00	428.55	1,128.55			
Total 9000 - Capital Account Expenses	840.37	26,615.19	1,863.98	1,855.26	1,746.50	46,925.33	1,628.94	147,699.46	2,503.78	9,177.43	2,141.04	4,638.50	247,635.78	352,579.00	-104,943.22	70.24%
Total Other Expense	840.37	64,316.91	379,629.13	38,669.84	64,263.17	70,849.62	4,188.94	178,537.61	32,307.18	26,903.24	7,724.48	64,865.01	933,095.50	971,579.00	-38,483.50	96.04%
Net Other Income	-840.37	-69,476.91	-288,306.13	-36,947.51	2,903.42	498,578.24	41,092.91	-84,890.12	9,047.05	392,730.22	5,341.55	24,140.44	493,372.79	374,857.00	118,515.79	131.62%
Net Income	91,416.77	-7,686.38	-206,050.32	-1,086.60	56,245.76	604,740.07	170,721.59	-21,055.63	75,412.14	434,246.71	-19,096.42	-33,765.99	1,144,041.70	1,008,883.00	135,158.70	113.4%



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 3, 2017**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: SAM Flow Report for June 2017

The Sewer Authority Mid-Coastside (SAM) has prepared the following attached reports for the SAM Board of Directors and the California Regional Water Quality Control Board:

- Flow Report for June 2017.
- Collection System Monthly Overflow Report – June 2017.

The Average Daily Flow for Montara was 0.264 MGD in June 2017. There was no reportable overflow in June in the Montara System. SAM indicates there were 0.47 inches of rain in June 2017.

RECOMMENDATION:

Review and file.

Attachments

Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, June 2017

Attachment C

June 2017

	Total	Number of S.S.O.'s			SAM
		HMB	GCSD	MWSD	
Roots	0	0	0	0	0
Grease	0	0	0	0	0
Mechanical	0	0	0	0	0
Wet Weather	0	0	0	0	0
Other	0	0	0	0	0
Total	0	0	0	0	0

12 Month Moving Total

	Total	12 month rolling Number			SAM
		HMB	GCSD	MWSD	
Roots	3	2	0	1	0
Grease	0	0	0	0	0
Mechanical	6	0	0	1	5
Wet Weather	2	2	0	0	0
Other	2	0	1	1	0
Total	13	4	1	3	5
		31%	8%	23%	38%

Reportable SSOs

	Total	Reportable Number of S.S.O.'s			SAM
		HMB	GCSD	MWSD	
June 2017	0	0	0	0	0
12 Month Moving Total	13	4	1	3	5

SSOs / Year / 100 Miles

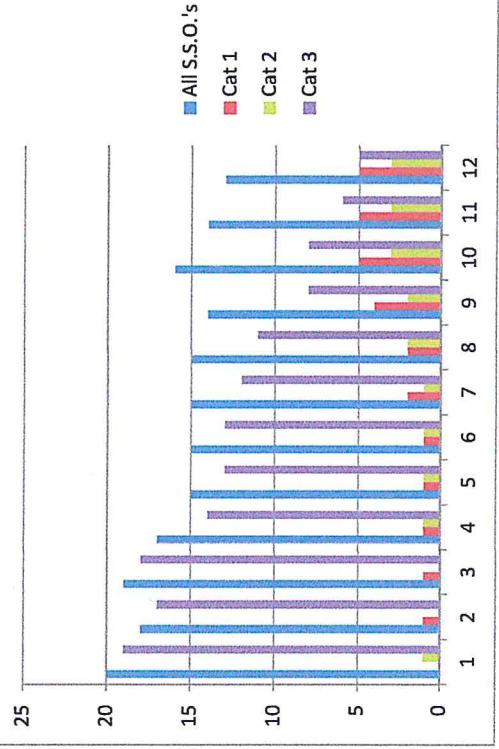
	Total	Number of S.S.O.'s / Year / 100 Miles			SAM
		HMB	GCSD	MWSD	
June 2017	0.0	0.0	0.0	0.0	0.0
12 Month Moving Total	12.4	10.8	3.0	11.1	68.5
Category 1	4.8	2.7	0.0	7.4	27.4
Category 2	2.9	2.7	0.0	0.0	27.4
Category 3	4.8	5.4	3.0	3.7	13.7
Miles of Sewers	104.5	37.0	33.2	27.0	7.3
		35.4%	31.8%	25.8%	7.0%

12 Month Rolling Total Sewer Cleaning Summary

Month	HMB	GCSD	MWSD	Total Feet	Total Miles
July-16	34,037	28,984	8,192	71,213	13.5
Aug -16	31,070	5,694	16,714	53,478	10.1
Sep - 16	13,228	35,432	11,406	60,066	11.4
Oct - 16	27,226	7,389	15,283	49,898	9.5
Nov - 16	25,535	33,638	10,436	69,609	13.2
Dec - 16	33,928	19,306	10,127	63,361	12.0
Jan - 17	16,650	16,144	11,837	44,631	8.5
Feb - 17	12,216	4,866	11,531	28,613	5.4
Mar - 17	15,347	11,667	10,133	37,147	7.0
Apr - 17	13,101	11,588	11,460	36,149	6.8
May - 17	12,044	12,483	9,547	34,074	6.5
June - 17	18,411	17,317	8,567	44,295	8.4
Annual ft	252,793	204,508	135,233	592,534	

Annual Mi.	47.9	38.7	25.6	112.2
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12 Month Moving SSO Totals Through June 2017



Attachment A

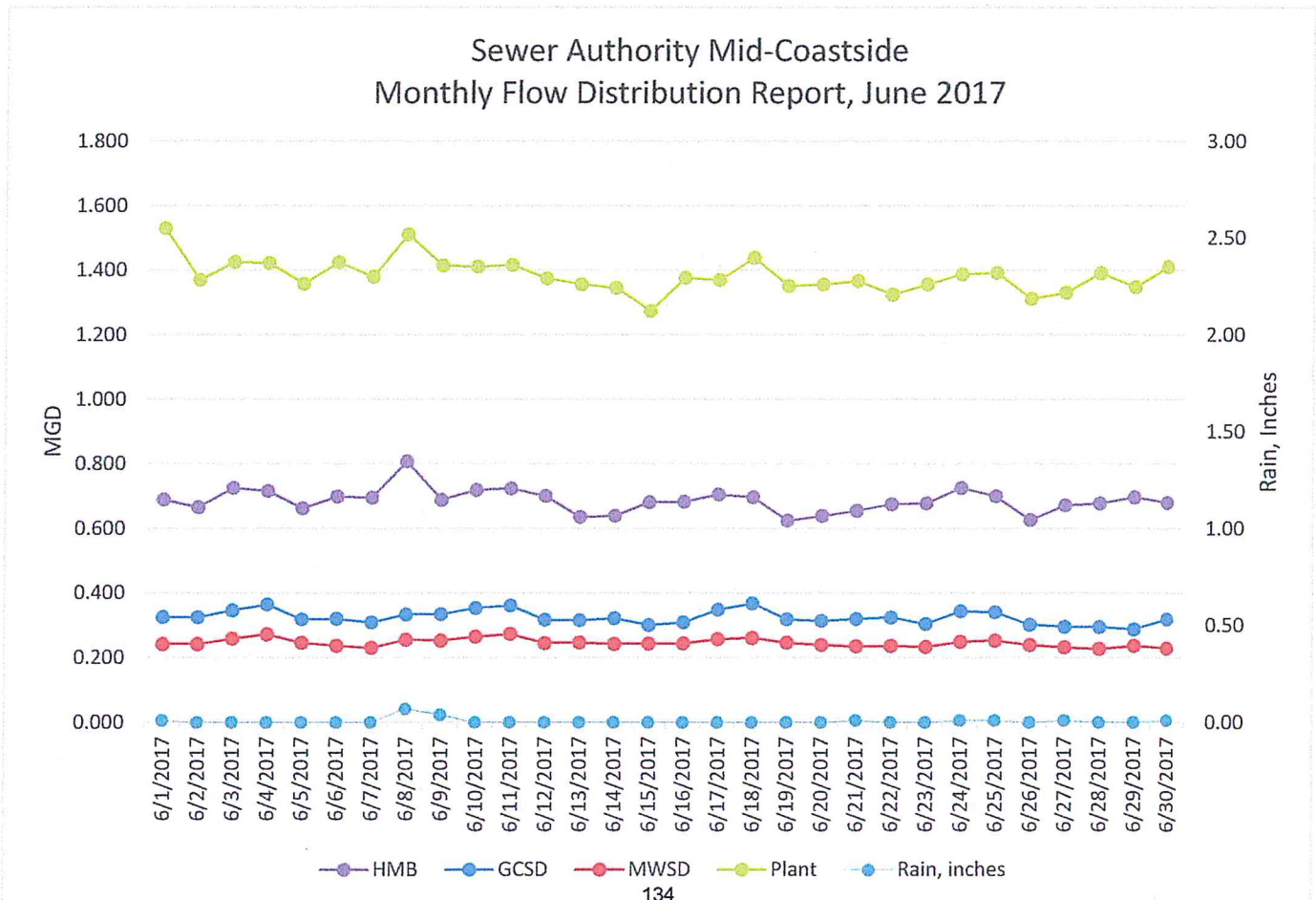
Flow Distribution Report Summary For June 2017

The daily flow report figures for the month of June 2017 have been converted to an Average Daily Flow (ADF) for each Member Agency. The results are attached for your review.

*Influent flow is calculated using the mid-plant flow meter less process water and trucked in waste

The summary of the ADF information is as follows:

	<u>MGD</u>	<u>%</u>
The City of Half Moon Bay	0.686	54.6%
Granada Community Services District	0.325	25.8%
Montara Water and Sanitary District	<u>0.246</u>	<u>19.5%</u>
Total	1.257	100.0%



Sewer Authority Mid-Coastside

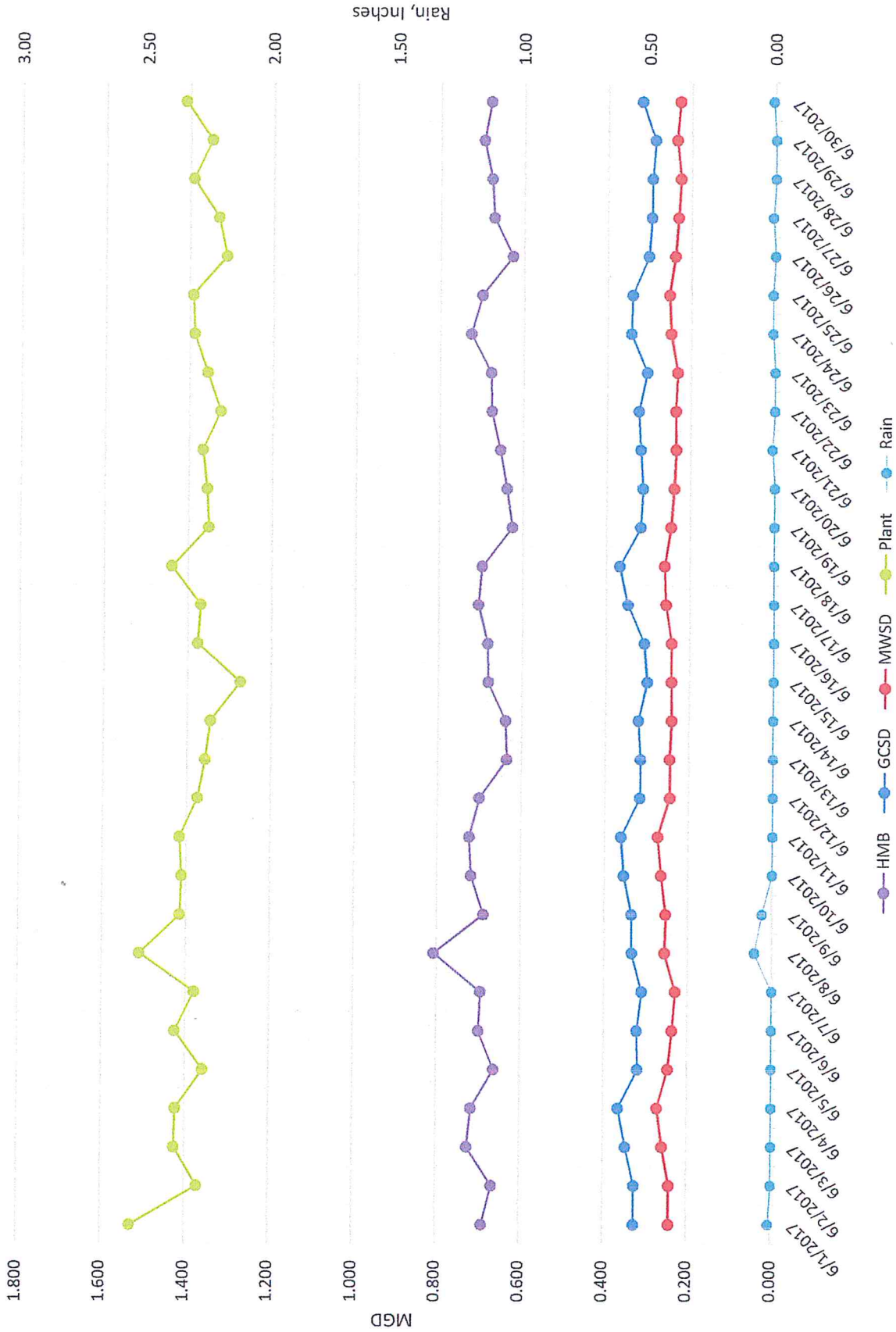
Monthly Flow Distribution Report for June 2017

<u>Date</u>	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>	<u>Rain Plant</u>	<u>Rain Portola</u>	<u>Rain Montara</u>
6/1/2017	0.690	0.325756	0.242	1.530	0.01	0.00	0.01
6/2/2017	0.666	0.325022	0.242	1.370	0.00	0.00	0.00
6/3/2017	0.726	0.346414	0.259	1.425	0.00	0.00	0.00
6/4/2017	0.716	0.364124	0.272	1.422	0.00	0.00	0.00
6/5/2017	0.662	0.318319	0.246	1.358	0.00	0.00	0.00
6/6/2017	0.699	0.32045	0.237	1.425	0.00	0.00	0.00
6/7/2017	0.696	0.309387	0.230	1.380	0.00	0.00	0.00
6/8/2017	0.808	0.333853	0.256	1.511	0.07	0.29	0.32
6/9/2017	0.689	0.334485	0.253	1.415	0.04	0.09	0.07
6/10/2017	0.719	0.353944	0.265	1.411	0.00	0.00	0.00
6/11/2017	0.724	0.361048	0.273	1.416	0.00	0.00	0.00
6/12/2017	0.701	0.316806	0.245	1.374	0.00	0.00	0.00
6/13/2017	0.636	0.315172	0.246	1.357	0.00	0.00	0.00
6/14/2017	0.639	0.321403	0.242	1.345	0.00	0.00	0.00
6/15/2017	0.681	0.300674	0.243	1.274	0.00	0.00	0.00
6/16/2017	0.683	0.309292	0.244	1.377	0.00	0.00	0.00
6/17/2017	0.706	0.348229	0.257	1.370	0.00	0.00	0.00
6/18/2017	0.697	0.367759	0.261	1.439	0.00	0.00	0.00
6/19/2017	0.625	0.318593	0.246	1.352	0.00	0.00	0.00
6/20/2017	0.639	0.313505	0.239	1.356	0.00	0.00	0.00
6/21/2017	0.655	0.319682	0.235	1.367	0.01	0.00	0.00
6/22/2017	0.676	0.324253	0.236	1.325	0.00	0.00	0.00
6/23/2017	0.678	0.304784	0.233	1.356	0.00	0.00	0.00
6/24/2017	0.727	0.343591	0.249	1.388	0.01	0.01	0.01
6/25/2017	0.700	0.340826	0.253	1.392	0.01	0.01	0.02
6/26/2017	0.627	0.302219	0.239	1.312	0.00	0.00	0.00
6/27/2017	0.672	0.295873	0.232	1.331	0.01	0.01	0.02
6/28/2017	0.678	0.294275	0.227	1.392	0.00	0.00	0.00
6/29/2017	0.697	0.28791	0.236	1.348	0.00	0.00	0.00
6/30/2017	0.681	0.318891	0.229	1.411	0.01	0.01	0.02
Totals	20.594	9.737	7.367	41.528	0.17	0.42	0.47

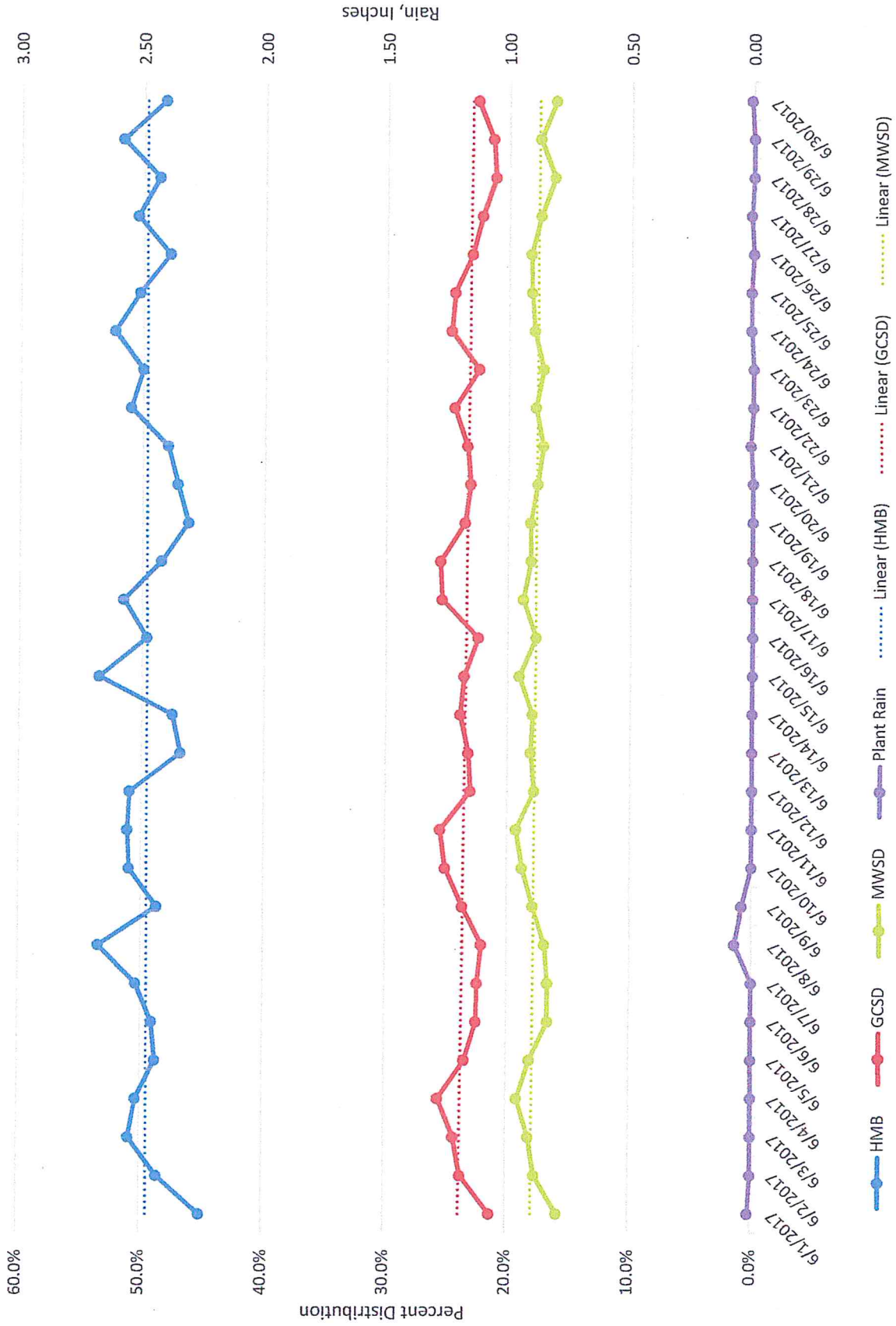
Summary

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.625	0.288	0.227	1.274
Average	0.686	0.325	0.246	1.257
Maximum	0.808	0.368	0.273	1.530
Distribution	54.6%	25.8%	19.5%	100.0%

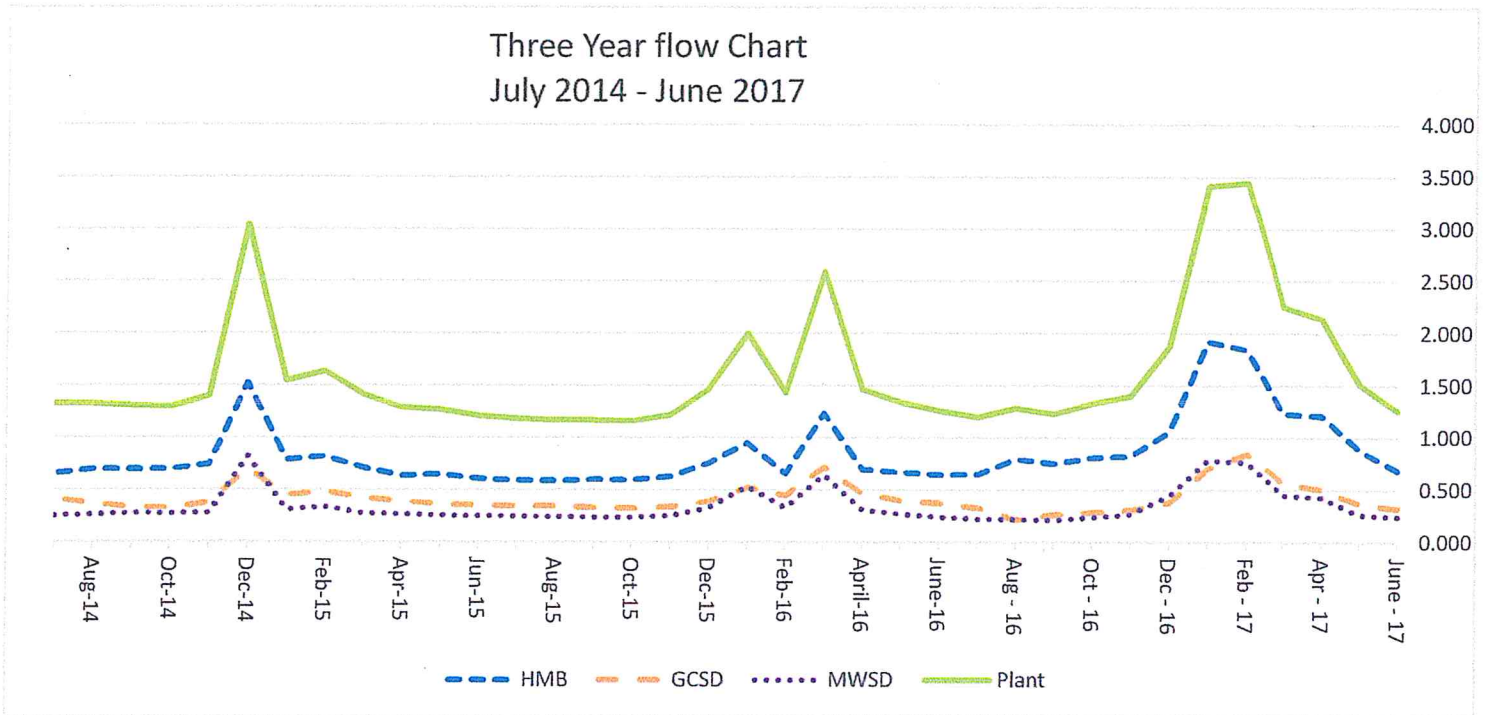
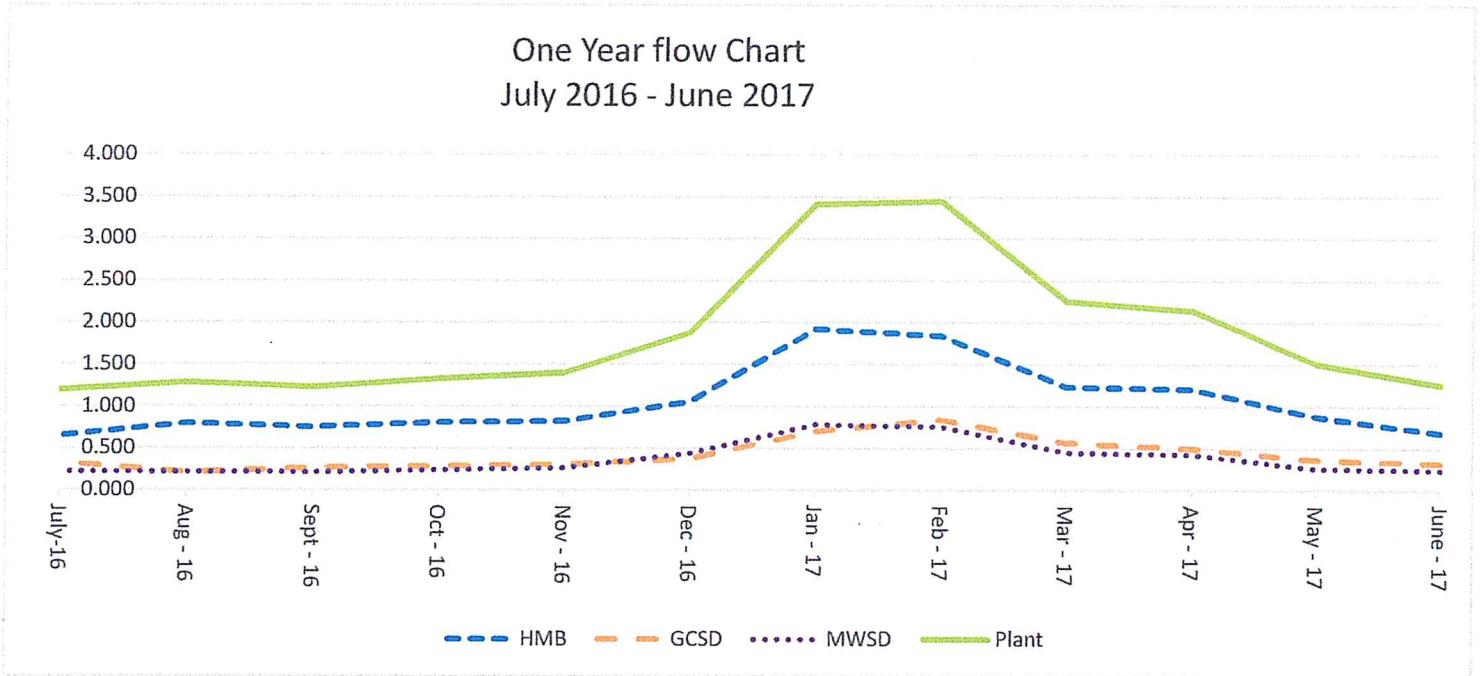
Sewer Authority Mid-Coastside Monthly Flow Distribution Report, June 2017



Percent Distribution June 2017



Most recent flow calibration December 2016 PS, November 2016 Plant





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: August 3, 2017

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Review of Current Investment Portfolio

The District's Investment Policy and Guidelines requires that the Board review the status of the current investment portfolio. The following summarizes the status of these accounts:

- The District has most of its idle sewer funds deposited in the State of California's Local Agency Investment Fund (LAIF). The Monthly Average interest rate for June 2017 the rate was 0.978.
- The District has one checking account with Wells Fargo Bank for Water and Sewer Funds that is largely backed by Federal securities.

RECOMMENDATION:

District staff attempts to cash manage idle funds in LAIF as long as possible before transferring to the Wells Fargo checking accounts for disbursements.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 3, 2017**
TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Connection Permit Applications Received

As of August 3, 2017 the following new **Sewer Connection Permit** applications were received since the last report:

Date of Application	Property Owner	Site Address	Home Size
7/10/2017	T. McLaughlin	670 Stetson	SFD
7/12/2017	P. McCormack	824 Stetson	SFD

As of August 3, 2017 the following new **Water (Private Fire Sprinkler) Connection Permit** applications were received since the last report:

Date of Application	Property Owner	Site Address	Home Size
7/10/2017	T. McLaughlin	670 Stetson	SFD
7/12/2017	P. McCormack	824 Stetson	SFD

As of August 3, 2017 the following new **Water Connection Permit** applications were received since the last report:

Date of App.	Property Owner	Site Address	Home Size	Type of Connection
7/12/2017	P.McCormack	824 Stetson	SFD	Domestic

RECOMMENDATION:

No action is required. This is for Board information only.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: August 3rd, 2017

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Monthly Water Production Report

The attached two charts summarize the monthly water production for the District.

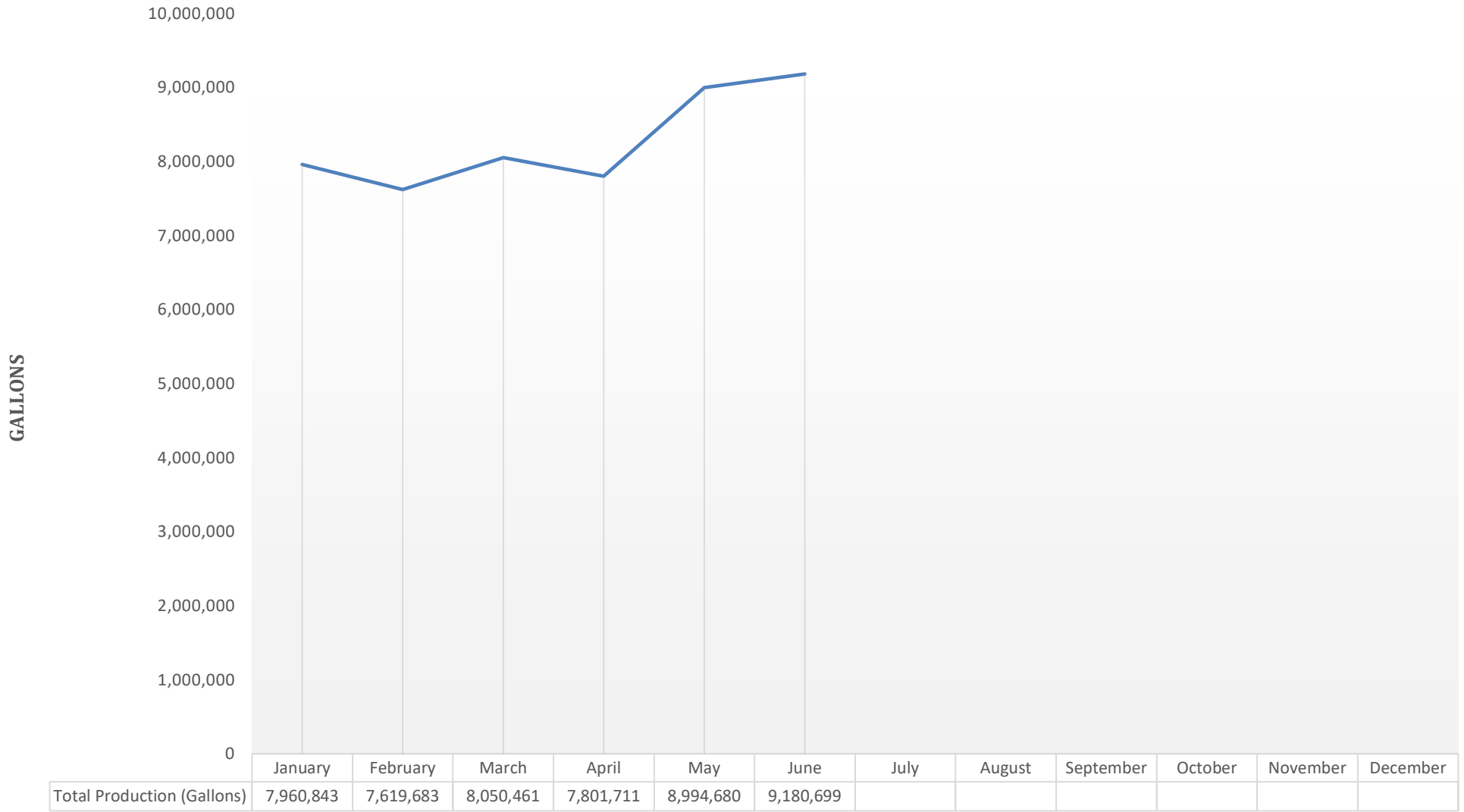
The first shows a consolidated from all sources by month. The second shows each water source the District uses, both wells and surface water. The production is shown in gallons of water produced.

RECOMMENDATION:

No action is required. These reports are provided for the Board's information only.

Attachments: 2

TOTAL PRODUCTION 2017(Gallons)



MONTH



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting of: August 3rd, 2017

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

A handwritten signature in black ink, appearing to be 'C Heldmaier'.

SUBJECT: Rain Report

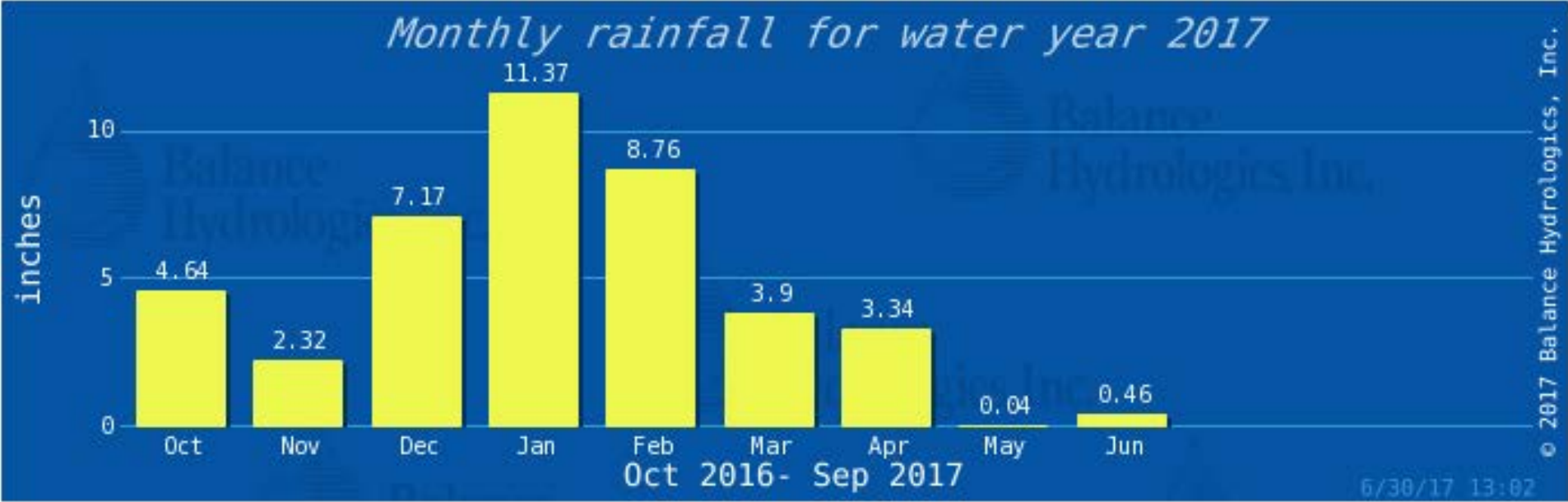
The attached chart shows the monthly rainfall at Alta Vista Treatment Plant for the current and prior water years along with seven-year average rain fall.

RECOMMENDATION:

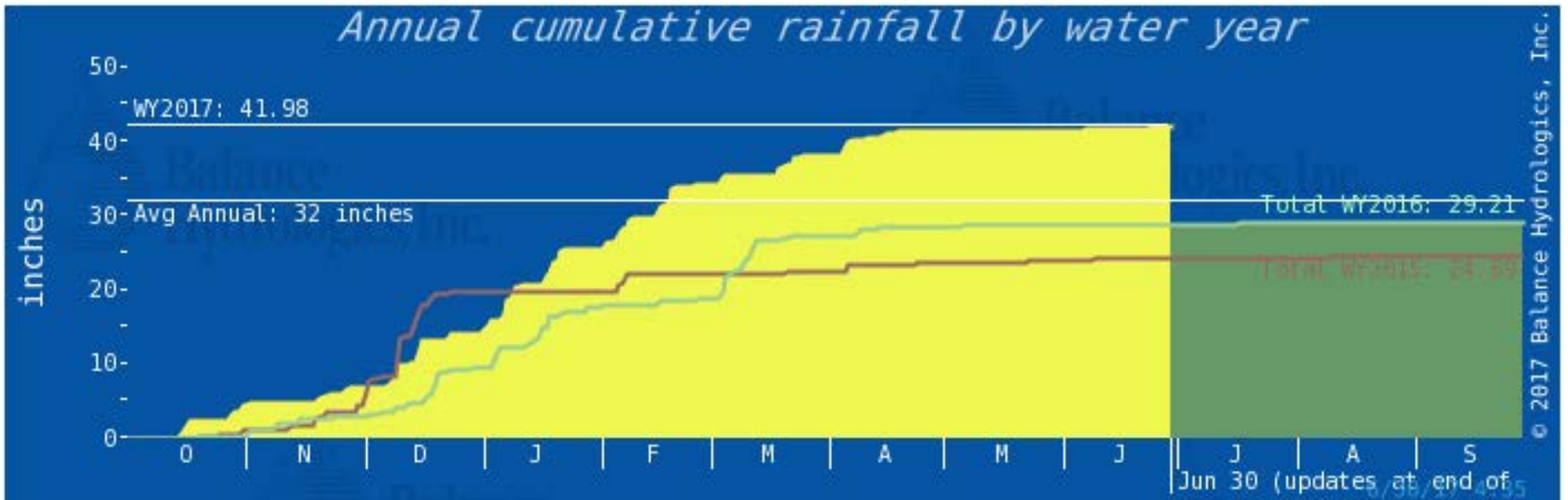
No action is required. These reports are provided for the Board's information only.

Attachments: 2

Monthly Cumulative Rainfall



Annual Cumulative Rainfall





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: August 3rd, 2017

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Monthly Solar Energy Report

The attached chart summarizes the monthly solar production at the Alta Vista Array. Since the installation of the solar panels the District produced 39375 kWh and saved 6936 lbs of CO₂.

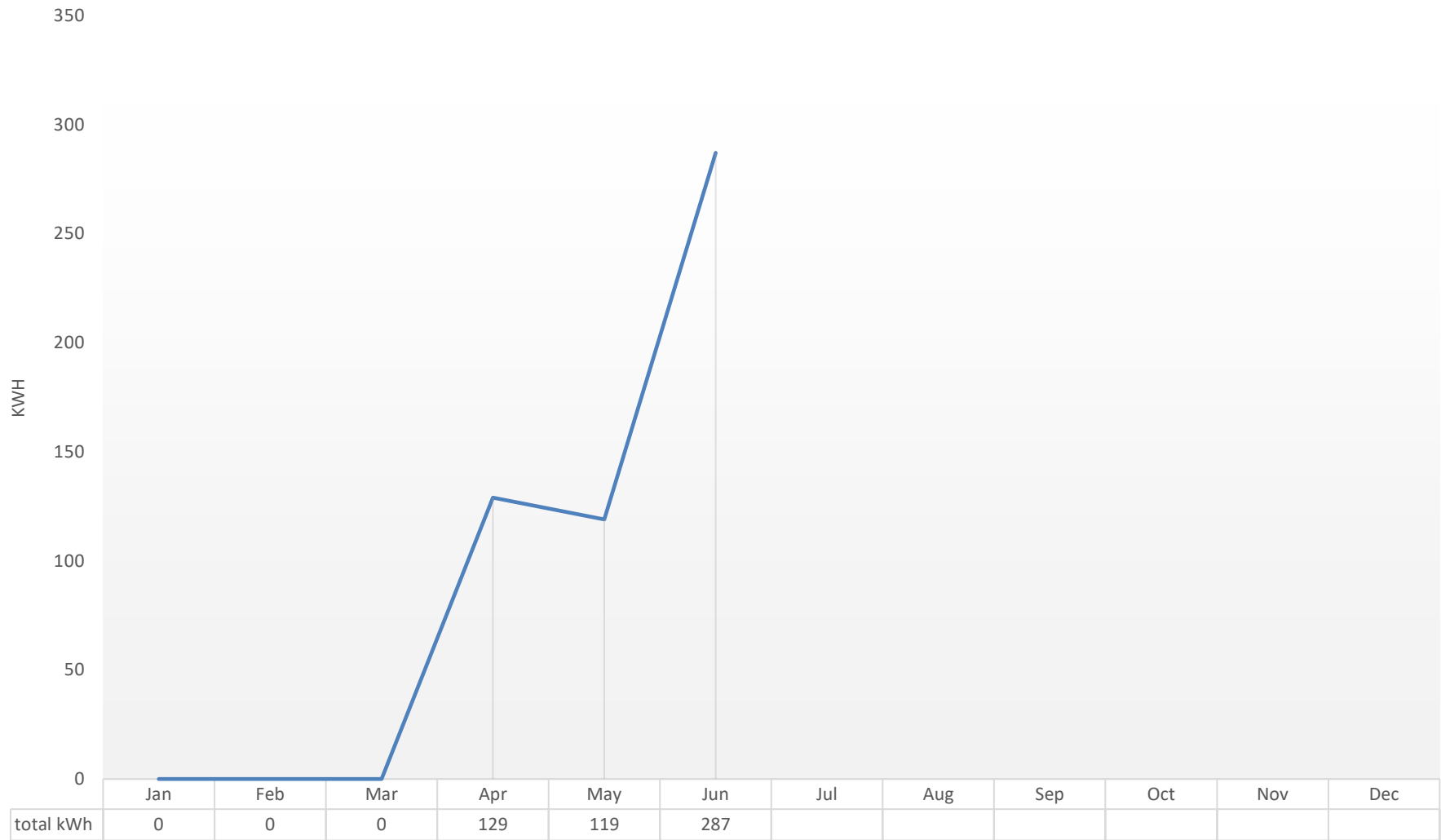
Please note - due to an electrical storm in December, the solar array equipment was damaged and has been disconnected. Array was reconnected April 15th , 2017

RECOMMENDATION:

No action is required. This information is provided for the Board's information only.

Attachments: 1

SOLAR ENERGY PRODUCED IN 2017 (kWh)





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 3, 2017**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Monthly Public Agency Retirement Service
Report for May 2017.**

The District has received the monthly PARS report for May 2017.

Contributions are calculated on a bi-weekly basis, and contributions are made on a monthly basis.

The following monthly reports are submitted as consent agenda items on a monthly basis.

RECOMMENDATION:

This is for Board information only.

Attachment

TRUSTED SOLUTIONS. LASTING RESULTS.

*Montara Water and San
Retirement Enhancement Plan*

Monthly Account Report for the Period
5/1/2017 to 5/31/2017

Clemens H. Heldmaier
General Manager
Montara Water and San
P.O. Box 370131
Montara, CA 94037

PlanID: P7-REP15A

Account Summary

Source	Beginning Balance as of 5/1/2017	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 5/31/2017
Contributions	\$506,228.36	\$6,661.40	\$5,287.68	\$246.58	\$508.86	\$0.00	\$517,422.00
TOTAL	\$506,228.36	\$6,661.40	\$5,287.68	\$246.58	\$508.86	\$0.00	\$517,422.00

Investment Selection

PARS Capital Appreciation INDEX PLUS

Investment Objective

The primary goal of the Capital Appreciation objective is growth of principal. The major portion of the assets are invested in equity securities and market fluctuations are expected.

Investment Return

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
General	1.04%	2.71%	13.16%	-	-	-	03/08/16

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value.

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.

Account balances are inclusive of Trust Administration, Trustee and Investment Management fees.

Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 17, 2016**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Review and Possible Action Concerning Enrollment in ECO100

The District is currently enrolled in Peninsula Clean Energy's default electricity provider option, ECOplus. ECOplus uses at least 50% renewable energy and is 75% carbon-free. By choosing to opt-up to ECO100 100% of M.W.S.D.'s energy would come from clean, renewable sources and would be 100% carbon-free.

Fiscal analysis, based on historical information, suggests that the District's annual electricity costs, with ECO100 to be approximately \$74,406 as opposed to \$72,846 with PG&E or \$71,169 with ECOplus.

By opting for 100% clean, renewable energy the District is pro-actively reducing contaminants which ultimately end up in our Eco-System. This holds true with the District's Mission Statement: To sensitively manage the natural resources entrusted to our care, to provide the people of Montara and Moss Beach with reliable, high-quality water, wastewater, and trash disposal services at an equitable price, and to ensure the fiscal and environmental vitality of the district for future generations.

Recommendation:

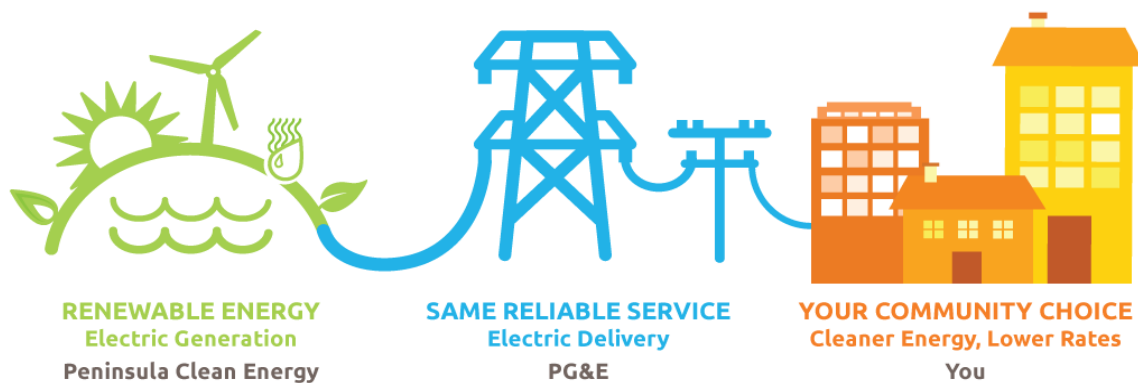
Enroll in the Peninsula Clean Energy ECO100 program.

Attachments

1 Year Rate & Emission Comparisons for M.W.S.D.

Accounts	Count of Service Begin	Sum of Units	Sum of PG&E Cost	Sum of ECOPlus Cost	Sum of ECO100 Cost	Sum of ECOPlus Savings	ECO100 Premium	Emission Reductions (lbs)	Emission Reductions (lbs)
A-10-B	52	7,651	\$ 1,496	\$ 1,458	\$ 1,534	\$ (39)	\$ 38	1,293	3,099
6907991116,	13	389	\$ 76	\$ 74	\$ 78	\$ (2)	\$ 2	66	158
6907991202,	13	5,105	\$ 998	\$ 973	\$ 1,024	\$ (26)	\$ 25	863	2,068
6907991634,	13	1,557	\$ 305	\$ 297	\$ 312	\$ (8)	\$ 8	263	631
6907991856,	13	599	\$ 117	\$ 114	\$ 120	\$ (3)	\$ 3	101	243
A-6	52	115,499	\$ 26,628	\$ 26,009	\$ 27,164	\$ (619)	\$ 536	19,519	46,777
6907991213,	13	14,047	\$ 3,239	\$ 3,163	\$ 3,304	\$ (75)	\$ 65	2,374	5,689
6907991357,	13	17,035	\$ 3,927	\$ 3,836	\$ 4,007	\$ (91)	\$ 79	2,879	6,899
6907991405,	13	45,017	\$ 10,379	\$ 10,137	\$ 10,587	\$ (241)	\$ 209	7,608	18,232
6907991923,	13	39,400	\$ 9,084	\$ 8,873	\$ 9,267	\$ (211)	\$ 183	6,659	15,957
A-1-B	183	168,338	\$ 38,440	\$ 37,583	\$ 39,266	\$ (857)	\$ 827	28,449	68,177
6907991129,	13	1,359	\$ 310	\$ 303	\$ 317	\$ (7)	\$ 7	230	550
6907991216,	13	29,981	\$ 6,846	\$ 6,693	\$ 6,993	\$ (153)	\$ 147	5,067	12,142
6907991450,	13	24,143	\$ 5,513	\$ 5,390	\$ 5,632	\$ (123)	\$ 119	4,080	9,778
6907991452,	13	402	\$ 92	\$ 90	\$ 94	\$ (2)	\$ 2	68	163
6907991511,	13	824	\$ 188	\$ 184	\$ 192	\$ (4)	\$ 4	139	334
6907991515,	13	2,750	\$ 628	\$ 614	\$ 641	\$ (14)	\$ 14	465	1,114
6907991557,	13	2,120	\$ 484	\$ 473	\$ 494	\$ (11)	\$ 10	358	858
6907991601,	13	31,122	\$ 7,107	\$ 6,948	\$ 7,260	\$ (158)	\$ 153	5,260	12,605
6907991806,	13	475	\$ 108	\$ 106	\$ 111	\$ (2)	\$ 2	80	192
6907991847,	13	1,746	\$ 399	\$ 390	\$ 407	\$ (9)	\$ 9	295	707
6907991905,	13	-	\$ -	\$ -	\$ -	\$ -	\$ -	-	-
8176848600,	9	4,596	\$ 1,049	\$ 1,026	\$ 1,072	\$ (23)	\$ 23	777	1,861
8176848824,	9	3,227	\$ 737	\$ 720	\$ 753	\$ (16)	\$ 16	545	1,307
8176848909,	9	2,291	\$ 523	\$ 511	\$ 534	\$ (12)	\$ 11	387	928
8221004014,	13	63,301	\$ 14,455	\$ 14,133	\$ 14,766	\$ (322)	\$ 311	10,698	25,637
A-10-A	7	32,212	\$ 6,282	\$ 6,119	\$ 6,441	\$ (163)	\$ 159	5,444	13,046
8176848060,	7	32,212	\$ 6,282	\$ 6,119	\$ 6,441	\$ (163)	\$ 159	5,444	13,046
Grand Total	294	323,700	\$ 72,846	\$ 71,169	\$ 74,406	\$ (1,678)	\$ 1,559	54,705	131,098

HOW IT WORKS



What is the Difference Between Clean, Renewable and Fossil Fuel Energy?

Clean energy is carbon-free energy that creates little to no greenhouse gas emissions. This is in contrast to fossil fuels, which produce a significant amount of greenhouse gas emissions, including carbon dioxide and methane. Renewable energy is energy that comes from resources that are naturally replenished such as sunlight, wind, water, and geothermal heat. Unlike fossil fuels, such as oil, natural gas and coal, which cannot be replaced, renewable energy regenerates naturally in a short period of time. Nuclear power and even large hydropower are not considered renewable by California state law.

Where does Peninsula Clean Energy get its electricity?

PCE energy is produced from non-polluting, renewable sources such as solar and wind. The projects that produce PCE's electricity are located in California, Oregon, and Washington State. The exact proportion of each varies with time, based on demand and availability. PCE will provide detailed information about the power supply in an annual, California Energy Commission sanctioned, Power Content Label report.

How does Electricity Impact the Environment?

According to the U.S. Environmental Protection Agency, electricity is the nation's largest source of greenhouse gas emissions. PCE purchases power from renewable energy resources, which directly reduces greenhouse gas (GHG) emissions. GHG emissions are produced from the production and burning of traditional, fossil-based energy sources, such as natural gas and coal. GHG emissions are a leading cause of pollution and climate change.

Background:

What is Peninsula Clean Energy?

Peninsula Clean Energy (PCE) is a public, locally-controlled electricity provider that gives all Pacific Gas & Electric (PG&E) customers in San Mateo County the choice of having 50% to 100% of their electricity supplied from clean and renewable sources. PCE provides the electricity, and PG&E maintains and delivers power over their lines and wires, responds to new service requests and emergencies and handles the billing. PCE was formed in February 2016 when all 20 cities in San Mateo County, plus the County of San Mateo, voted unanimously to form a Joint Powers Authority to administer the program. PCE is governed by a Board of Directors composed of representatives from each of the member cities and the County itself.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 3, 2017**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

**SUBJECT: Review and Possible Action Concerning
Association of California Water Agencies
Committee Appointment Nominations.**

The Association of California Water Agencies (ACWA) asks for committee appointment nominations for the 2017-2018 Term. In the past years Legal Counsel Schricker served on the Legal Affairs Committee and General Manger Heldmaier served on the Groundwater Committee. Director Boyd previously served on the Water Management Committee.

RECOMMENDATION:

Discuss next year's ACWA Committee involvement, authorize, and direct the General Manager to submit the recommendation to ACWA.

Attachment

PLEASE PRINT LEGIBLY

Agency Name (DO NOT use acronyms or abbreviations)	Phone
Agency Address	City, State & Zip

BELOW PLEASE LIST ALL THOSE INTERESTED IN BEING ON ACWA COMMITTEES FOR YOUR AGENCY. FOR ADDITIONAL RECOMMENDATIONS PLEASE FILL OUT ANOTHER FORM.

**If an individual is not an agency employee or director, please indicate company affiliation.*

Name	Title/Company*	Email Address
Committee 1st Choice	Committee 2nd Choice	Committee 3rd Choice
Name	Title/Company*	Email Address
Committee 1st Choice	Committee 2nd Choice	Committee 3rd Choice
Name	Title/Company*	Email Address
Committee 1st Choice	Committee 2nd Choice	Committee 3rd Choice
Name	Title/Company*	Email Address
Committee 1st Choice	Committee 2nd Choice	Committee 3rd Choice
Name	Title/Company*	Email Address
Committee 1st Choice	Committee 2nd Choice	Committee 3rd Choice
Name	Title/Company*	Email Address
Committee 1st Choice	Committee 2nd Choice	Committee 3rd Choice

Signature (Agency/District General Manager or Board President signature required) Title Date

QUESTIONS?

Contact Region and Member Services Specialist II
Ana Javaid at anaj@acwa.com or (916) 441-4545

910 K Street, Suite 100
Sacramento, CA 95814
www.acwa.com

ACWA COMMITTEE COMPOSITION

COMMITTEE

STAFF LIAISONS

Business Development Committee – Standing/Unlimited

Meetings: 2 times a year

The Business Development Committee develops and recommends to the Board of Directors programs and activities to be provided or administered by the association that generate non-dues revenue and provide a service or benefit to association members.

Paula Currie

Director of Member Services and Events

paulac@acwa.com

Communications Committee – Standing/Limited (40 maximum)

Meetings: 4 times a year

The Communications Committee develops and recommends to the Board of Directors and staff best practices regarding communications and public affairs programs. The committee promotes sound public information and education programs and practices among member agencies. It also prepares and distributes materials for use by member agencies in their local outreach efforts and provides guidance to ACWA's Communications Department.

Lisa Lien-Mager

Director of Communications

lislam@acwa.com

Energy Committee – Standing/Unlimited

Meetings: 2 times a year

The Energy Committee develops and recommends to the Board of Directors, the State Legislative Committee and the Federal Affairs Committee policies and programs regarding the water-energy nexus.

Rebecca Franklin

Senior Regulatory Advocate

Rebeccaf@acwa.com

Federal Affairs Committee – Standing/Limited (5 Per Region)

Meetings: 2 times a year

The Federal Affairs Committee coordinates with other ACWA committees regarding input and recommendations on federal legislation and other issues before both Congress and the federal administrative branches.

David Reynolds

Director of Federal Affairs

dltreyn@sso.org

Finance Committee – Standing/Limited (2 Per Region – 1 Region Chair or Vice Chair; 1 with financial experience)

Meetings: 4-5 times a year

The Finance Committee develops and recommends to the Board of Directors policies and procedures related to annual budgets, investment strategies, annual audits and auditor selection, dues formula and schedule, and other financial matters.

Fili Gonzales

Director of Finance & Business Services

filig@acwa.com

Groundwater Committee – Standing/Unlimited

Meetings: 4 times a year

The Groundwater Committee develops and recommends to the Board of Directors policies and programs regarding groundwater issues. The committee monitors state and federal regulations and legislation affecting the quality and management of groundwater, conducts studies and gathers data on groundwater issues, develops policies regarding groundwater management and coordinates with other committees on groundwater issues.

Dave Bolland

Director of State Regulatory Relations

daveb@acwa.com

Legal Affairs Committee – Standing/Limited (45 Maximum)

Meetings: 2-3 times a year

The Legal Affairs Committee acts on requests for assistance on legal matters of significance to ACWA member agencies. The committee reviews proposed ACWA bylaw revisions and works with staff to produce publications to assist member agencies in complying with state and federal laws. The committee also files amicus curiae filings on important cases, comments on proposed regulations and guidelines of state agencies such as the Fair Political Practices Commission and monitors and engages in water rights waters of interest to member agencies.

**The committee shall be composed of attorneys, each of whom shall be, or act as, counsel for a member of the Association.*

Whitnie Wiley

Senior Legislative
Advocate

whitniew@acwa.com

Local Government Committee – Standing/Limited (3 Per Region)

Meetings: 4 times a year

The Local Government Committee develops and recommends to the Board of Directors and the State Legislative Committee policies regarding local government matters affecting water agencies, including planning issues, local government organization, and finance. The committee also gathers and disseminates information on the value of special districts, and shares information promoting excellence in local government service delivery.

Wendy Ridderbusch

Director of State
Legislative Relations

wendyr@acwa.com

Membership Committee – Standing/unlimited

Meetings: 2 times a year

The Membership Committee develops and recommends to the Board of Directors policies regarding membership, eligibility and applications for membership. The committee also assists staff in developing membership recruitment and retention programs and reviews and makes recommendations to the Finance Committee regarding an equitable dues structure.

Tiffany Giammona

Member Services
Group Manager

tiffanyg@acwa.com

State Legislative Committee – Standing/Limited (4 Per Region)

Meetings: 10-12 times a year

The State Legislative Committee sets official state legislative policy positions on behalf of the association. The committee reviews relevant legislation, develops advocacy strategies and makes recommendations to the Board of Directors on ballot measures and other major statewide policy issues. The committee also works with staff on legislative amendments and provides direction on legislative matters.

Wendy Ridderbusch

Director of State
Legislative Relations

wendyr@acwa.com

Water Management Committee – Standing/Limited (4 Per Region)

Meetings: 4 times a year

The Water Management Committee develops and recommends to the Board of Directors policies and programs regarding water management. The committee reviews and recommends positions on legislation and regulations as requested by other committees. The committee also assists in gathering and disseminating information regarding agricultural and urban water management, water conservation and water use efficiency, development and use of water resources, wastewater treatment and water recycling and reuse.

Dave Bolland

Director of State
Regulatory Relations

daveb@acwa.com

Water Quality Committee – Standing/Unlimited

Meetings: 4 times a year

The Water Quality Committee develops and recommends to the Board of Directors, the State Legislative Committee and the Federal Affairs Committee policies and programs regarding water quality issues. The committee promotes cost-effective state and federal water quality regulations and provides a forum for members to work together to develop and present unified comments on water quality regulations. The committee also develops and recommends positions and testimony on water quality regulatory issues.

Rebecca Franklin

Senior Regulatory
Advocate

Rebeccaf@acwa.com

2017 ACWA Committee Appointment Process Timeline 2018-2019 Term

- July 17:** **COMMITTEE CONSIDERATION FORMS EMAILED**
- Email packets sent to Agency General Managers and Board Presidents packets include:
 - List of agency staff and directors who currently serve on an ACWA Committee
 - Committee Composition
 - Committee Consideration Form
 - 2018-2019 Committee Timeline
- July 24:** **EMAIL NOTIFICATION TO CURRENT COMMITTEE MEMBERS**
- Current committee members notified that committee process has began
 - All current committee members **MUST** submit a Committee Consideration Form to be considered for reappointment
- September 29:** **COMPLETED CONSIDERATION FORM DEADLINE**
- All committee consideration forms **due by September 29**
 - Any consideration forms submitted after September 29 will be added to the waiting list and considered after ACWA President makes the initial committee appointments for the term
- October 27:** **ACWA REGION CHAIR AND VICE CHAIR CONFERENCE CALL**
- ACWA staff will hold a conference call with newly elected Region Chair and Vice Chairs to review 2018-2019 Committee recommendation process
 - Consideration forms compiled and submitted to incoming Region Chair and Vice Chair
- November 16:** **CHAIR AND VICE CHAIRS RECOMMENDATION DEADLINE**
- No Region recommendations will be accepted after November 16
- November 30:** **RECOMMENDATIONS GIVEN TO ACWA PRESIDENT**
- Incoming ACWA President will receive Region Chair and Vice Chairs recommendations along with all consideration forms at ACWA Fall Conference
- December 11:** **ACWA PRESIDENT APPOINTS MEMBERS OF COMMITTEES**
- Incoming ACWA President submits all appointments to ACWA Staff
- December 31:** **ACWA WILL NOTIFY COMMITTEE MEMBERS OF APPOINTMENTS**
- Letters emailed to members who have been appointed to serve on a committee for the 2018-2019 term
 - Letters emailed notifying those who were not appointed to a committee



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 3, 2017**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Review and Possible Action Concerning
Cancellation of Next Regular Scheduled
Meeting, August 17, 2017.**

At this time no urgent items require holding the next meetings.

RECOMMENDATION:

Cancel the regular scheduled meeting, August 17, 2017.