



**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.

AGENDA

District Board of Directors

8888 Cabrillo Highway
Montara, California 94037

June 6, 2019 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 May 2, and May 23, 2019.](#)
2. [Approve Financial Statements for April 2019.](#)
3. Approve Warrants for June 1, 2019.
4. [SAM Flow Report for April 2019.](#)
5. [Monthly Review of Current Investment Portfolio.](#)
6. [Connection Permit Applications Received.](#)
7. [Monthly Water Production Report for April 2019.](#)

8. [Rain Report.](#)
9. [Solar Energy Report.](#)
10. [Monthly Public Agency Retirement Service Report for March 2019.](#)

OLD BUSINESS

1. [Review and Possible Action Concerning Draft Water and Sewer Budget.](#)

NEW BUSINESS

1. [Review and Possible Action Concerning Draft Sewer Capital Improvement Plan.](#)

REPORTS

1. Sewer Authority Mid-Coastside Meetings (Slater-Carter).
2. MidCoast Community Council Meeting (Slater-Carter).
3. CSDA Report (Lohman).
4. LAFCo Report (Lohman)
5. Attorney's Report (Schricker).
6. Directors' Reports.
7. [General Manager's Report \(Heldmaier\).](#)
8. Collections Contract Status Report (Heldmaier, Schricker)

FUTURE AGENDAS

CONVENE IN CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

(Government Code §54956.9(d)(4))

Initiation of litigation

Number of cases: 1

CONFERENCE WITH LEGAL COUNSEL -- EXISTING LITIGATION

(Government Code §54956.9(d)(1))

City of Half Moon Bay v. Granada Community Services District, et al.

(Santa Clara County Super, Crt. No. 17CV316927)

REPORT OF ACTION TAKEN IN CLOSED SESSION, IF ANY

ADJOURNMENT

The District has a curfew of 10:30 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 the 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 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 2, 2019

MINUTES

REGULAR SESSION BEGAN AT 7:37 p.m.

CALL TO ORDER

ROLL CALL

Directors Present: Boyd, Slater-Carter, Harvey, Marshall

Directors Absent: Lohman

Staff Present: General Manager, Clemens Heldmaier
District Clerk, Tracy Beardsley

Others Present: District Counsel, Dave Schricker
District Counsel, Christine Fitzgerald
District Accountant, Peter Medina
District Water Engineer, Tanya Yurovsky
Mark Woyshner, Balance Hydrologics

PRESIDENT'S STATEMENT – None

ORAL COMMENTS -

Barbra Mathewson, Mid-Coast Community Council: Hi, I'm Barbra Mathewson and I am part of the Mid-Coast Community Council. I'd like to introduce our newest member, Tamar Powell, who has recently joined our group. She lives in Moss Beach. Things we've been up to: we recently had a series of meetings--the last three meetings we discussed the traffic debacle we had down here in April, we had the CHP at one meeting, and Caltrans, the Office of Emergency Services. They

listened to the complaints of our constituents and agreed there was a mix-up with the agencies not communicating and they are going to try to work on that. We also talked with Caltrans about a traffic calming solution –roundabouts, signal—at Cypress and California. The Moss Beach Park will be rebuilt. The County will be taking the structures down and will be putting in a new park. And we have adopted a portion of the highway between Etheldore and Highway One by the Airport up to 17th. So, you may see us cleaning. We are out there at least once a month, and we have our sign-up soon, hopefully.

Director Harvey inquired what was wrong with the Moss Beach park.

Barbra Mathewson indicated that it was falling apart, and was not safe. She said the new park plan in on their website, and it will be great when complete.

PUBLIC HEARING - none

CONSENT AGENDA

1. Approve Minutes for March 27, and April 4, 2019
2. Approve Financial Statements for March 2019
3. Approve Warrants for May 1, 2019
4. SAM Flow Report for March 2019
5. Monthly Review of Current Investment Portfolio
6. Connection Permit Applications Received
7. Monthly Water Production Report for March 2019
8. Rain Report
9. Solar Energy Report
10. Monthly Public Agency Retirement Service Report for February 2019

Director Harvey moved to approve the Consent Agenda and Director Boyd 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 2019-2020 Budgets.**

General Manager Heldmaier: We have heard the presentation at the last meeting and received a presentation from the SAM General Manager about the two budgets. To summarize briefly we have the Collections budget, with significant decrease overall from SAM's prospective looking at all three agencies, the decrease being due to the City not be listed in the Collections budget. With the discussions with the City receiving services with SAM, there may be an amendment, but it won't affect us. For us, the Collections contract service would increase by approximately \$50,000 dollars or 17% over the prior year. On the

General Budget, SAM is asking for an increase of 1.35 million dollars or 22%, for a total of 7.4 million dollars. Part of the General Budget and the 7.4 million dollars is an infrastructure division budget of 2 million dollars. Montara's assessment would overall increase about \$276,000 dollars, or 22%, and we would be sending a total of approximately 1.5 million dollars to SAM. The recommendation is to discuss the item and adopt resolution of the Montara Water and Sanitary District consenting to approval by Sewer Authority Mid-Coastside of its General Budget for Fiscal Year 2019-2020, and adopt a resolution of the Montara Water and Sanitary District approving and adopting fiscal year 2019-2020 Sewer Authority Mid-Coastside Wastewater Collection System Contract Services Budget.

District Counsel Fitzgerald: Director Slater-Carter and Board, before we proceed further, District Counsel Schricker and I have reviewed preliminarily the issue of the potential conflicts of interest of Director Marshall and Director Harvey due to their familial relationship with some of the SAM employees, and at this time we recommend the Board withhold action on the SAM Budget as well as the Montara Budget item as it relates to sewer services, so that we can seek advice from the Fair Political Practices Commission that implements the regulations that govern the financial conflicts of interest. We don't feel that the law has a definitive answer and we think it prudent to obtain definitive advice from the State agency. That's our recommendation.

District Schricker: I would add that neither Director Marshall or Director Harvey have indicated any desire to avoid the law. In fact, on the contrary, they are both desirous of getting as much in-depth research that we can, the point being that Director Marshall's wife is the General Manager at SAM, and Director Harvey's adult son is an employee at SAM, and to the layman there may be an implication of something "going on here." This is a normal reaction. The answer is "no." There is a legal guidance. Special Counsel and myself think it prudent to request an opinion from the Fair Political Practices Commission which enforces the State Fair Political Practices Act, simply to get outside clearance and another perspective. We have done a lot of research, and rather than lay that on you now, it would be well to have an outside review by the FPPC if we can get it in time.

Director Slater-Carter agreed and suggested that a special meeting be scheduled as soon as Director Lohman returns to pass the budget with three votes.

Director Boyd said that this is a time sensitive issue and he is concerned about moving expeditiously to approve the budget. He appreciated the desire to get clarification on the law but the commission isn't known for acting expeditiously.

District Counsel Fitzgerald said that they understood the time sensitive nature of the budget and discussed this with the General Manager at SAM beforehand. She said that they would not recommend this if they weren't confident that they would receive an opinion in a timely manner. In fact, the Commission is required to respond to their request within 21 days. They felt that they will have time, and will

submit their request as soon as possible. She further stated that they have been researching this a long time, and have their facts thoroughly laid out to make it easy for them to give an opinion.

General Manager Heldmaier suggested they hold the regularly scheduled meeting on May 16th to address the SAM budget.

The Directors were in agreement.

Director Slater-Carter acknowledged a request for a public comment.

Bill Huber, Montara began to comment about his concern about the conflict of interest. Without having a decision made, Directors Marshall and Harvey could not participate in this discussion. He said if it is found that there is a conflict of interest, then any comments made by Director Marshall or Harvey would not be proper.

Director Slater-Carter said that if the Board is only hearing public comment and discussing questions at this time, then as sitting Board members they need to know what the issues are.

District Counsel Fitzgerald interrupted and said that participation, even public participation, should be postponed.

District Counsel Schricker said that in concurring with the General Manager they understand that it is not necessary for discussion or action to be taken.

District Slater-Carter stated that people have had time to look at the agenda, and if they have concerns, take the time out of their evening to come to the meeting, they should be able to express their concerns.

District Counsel Fitzgerald said they understood that, and it is unfortunate that they are making the recommendation at this time.

Director Boyd made a request to hear public comments, as they understood and appreciated the efforts of the public to attend the meeting to make a comment.

District Counsel Fitzgerald advised that comments made by the public would be considered participation, thus no public comments should be heard.

Directors Boyd and Slater-Carter apologized to the audience member wishing to make a comment. He indicated that the Board is exercising caution, and requested that the public share their feedback, and send emails.

NEW BUSINESS -

1. Review and Possible Action Concerning Draft Water and Sewer Budget.

District Counsel Fitzgerald stated that only the Draft Water budget could be discussed at this time.

Director Boyd asked if it could be segregated.

District Counsel Fitzgerald and Schricker said it would.

Director Slater-Carter amended the agenda item to: Review and Possible action concerning draft water budget. She asked if they needed to vote on this change and District Counsel Fitzgerald indicated that a vote was not necessary.

General Manager Heldmaier said that MWSD always presents a draft budget to the Board, but it involves both water and sewer, and he was not certain it could be separated out at this time. The planned recommendation and staff report no longer applies, and they could take a look at the blue page. He introduced District Accountant Peter Medina to talk about the blue page and answer any questions.

District Accountant Peter Medina: This is the meeting that we typically present the draft budget for both sewer and water. What you are looking at is based on a phone conversation I had with Clemens, and is a "birds eye view" of items he identified that is coming up on the horizon, the big one for water being a rate study. The five-year rate study which was undertaken in 2014-2015 has run dry, and this is the last year of the 3% increase and the 10 water connections that were anticipated as far as way back when, the three various scenarios of which taken was the 3% increase. That is one of the larger professional service items; the other big item was the salaries and benefits. The discussion for water rates is tabled for discussion with the Finance Committee to discuss various variables that are at play. The blue page is the main page, and it is the one you guys see as the cash flow overview. Later in the report are the full-scale GL items line by line. Those are always presented at this time.

Gregg Dieguez: In order to set some context, I went on-line to look at the history of the financial statements for the District. I found a number of years of budget data, but I only found one year of what I might call a financial statement—I don't remember the name of it. It certainly is not the same as the financial statements as CCWD or SAM. My question is where is a multi-year history of the financial actuals.

General Manager Heldmaier and District Accountant Medina said that information is on the MWSD website, under finance, then audits.

Director Slater Carter asked how the District is doing with the water connections. She noted the 10 connection projected.

General Manager Heldmaier: Currently yes, and a lot has to do with second unit fees that are involved.

Director Slater Carter asked if the fees included the buy-in to the existing structure, as well as fees for an infrastructure needed to serve them.

General Manager Heldmaier: Yes, that is what the rate study is based on. The connection charge study is on-line.

2. Review and Possible Action Concerning Alta Vista Well Monitoring Report.

General Manager Heldmaier indicated he was pleased to see the report. Since being put into production in the end of 2007, the beginning of 2008, they were in the beginning required to monitor draw down in monitoring wells surrounding the actual production well. The aquifer is unique to any of the other production wells on the Coast. It goes into the bedrock fairly deep, so it is not a situation where it involves a mixture of sand, gravel, clay as in other production wells. He indicated that it was important to look at how the well is performing, if its use is appropriate, and if it is sustainable. The District requested comments from our District water engineer, who has extensive history with the Alta Vista well and our particular water supply situation, who made four major comments in reviewing the report. (1) The data presented in the report demonstrate that the District employs a successful habitat-responsible adaptive-management approach to managing the complex fractured bedrock aquifer. So, we are managing the aquifer in the right fashion. (2) The District's combination of sources in its water supply portfolio allows for a favorable combination of deep bedrock and shallow aquifers to create sustainable supply and assure water service reliability for its current and near future customers. So, while this well has a lot of capacity, they saw some limits to what the aquifer can sustainably produce. That is why it is always reviewed in conjunction with other sources. We keep our tanks full, by turning on and off a number of different sources, and the way we structured that and prioritized our different sources is one that works, and we have a different approach in a drought, and that is when we access this aquifer a bit more, and this seems to work very well. It should be clearly noted that the amount of water that can be extracted from this well is sufficient for this community—but there are limits to what this well can do. (3) It is imperative to continue the groundwater monitoring program while the District utilizes the Alta Vista Well as its supply source. General Manager Heldmaier concurred that they need to continue monitoring this well, continue learning about it, to ensure that they are managing and using the well and the surrounding wells in a sustainable manner. (4) The District should continue its exploration efforts to find additional or improve existing water supply sources to strengthen its water supply portfolio for the purposes of long-term supply reliability. We need more wells accessing that very aquifer. This doesn't mean extracting more water overall from it, but better access to it and can vary different sources

that gives it a lot more flexibility. He introduced Mark Woshner of Balance Hydrologics to present the Alta Vista monitoring report and his findings of the study.

Mark Woyshner, Balance Hydrologics: As Clemens stated, the well and aquifer are very unique to the District and up and down the Coast. The reason this report is coming out now, after 11 years of monitoring, is that it is a complex fractured granitic aquifer from which the well draws water. Because of its complexity it requires more attention and monitoring, as there is more uncertainty and prediction. And after 11 years of monitoring, since 2008, when we brought the well on-line, we started during wet years, and went through a 3 year drought (2007-2009), years 2010 & 2011 were wet, and then another drought (2012-2015), and 2016 was a normal rainfall year, and 2017 was a wet year. So it went through a cycle of wet, several dry years, back into a wet cycle, several dry years, with 2014 being an extreme dry year—one of record. Now, 2017 was a wet year, and we decided to wrap this up, because that is what we were looking for at the beginning of this monitoring period. We wanted to see how the well performed throughout the cycles of wet and dry years. The other thing I want you all to take home is that the monitoring success flow provides a model with which you can use on other bedrock wells in the future. It provides a model of how to manage a very complex aquifer and a very unique well situation. The well was drilled in 2004, and brought on-line in 2008. Advance the slide. We have presented findings on this recently in several conferences, and it has been very well received, and it helped us through the monitoring. This is the only geology map. It shows in a simple way the selenium block, which is a portion of the plate—a small sub plate just off the Coast, and is bounded by the San Andreas Fault. The selenium is moving northward relative to the rest of California. That is the San Andreas Fault. This selenium block is a granitic basement rock, and Montara Mountain sitting at the front of that movement, where the San Andreas fault and the Seal Cove fault (west side of block). They converge by Point Reyes. So Montara Mountain is this uplifted granitic batholith that has been compressed and is converging and twisting. Seal Cove is going in the other direction. So there is this movement of the plate that is going this way, doing a twisting motion and compressing into the northern part of that fault. So that produces granitic rock, a batholith (what geologists call) that heavily fractured. That's one unique condition of this aquifer. The other thing is that the Sierra Nevada is also granitic, but has been glaciated. So, unlike the Sierra Nevada, Montara Mountain is not been glaciated and has a deep weathering zone, which allows for more percolation, more recharge to the aquifer. So, those red blocks are where the granite outcrops. Next slide. The well log—the first 230 feet of the pink section there, that is the deeply weathered granite and it hold water, allows water to percolate—sort of like a sponge. We drilled through 230 ft of heavily weathered granitic. In the Sierra Nevada, that would be glaciated, and would be wiped away, and you would have hard bedrock. Then we continued to drill down to almost 800 ft. At 724 ft we intercepted these open joints, big regional fractures. Advance to the next slide. This is a close up of those joints. There is a 2 feet open joint. So, the fractures open 2 feet. and they are regional, large yielding

fractures. What supplies water to those joints is a network of smaller fractures that extend up into the mountain and into the weathered zone. That is why when we initially pumped it, it appeared that the well could produce a lot of water. We pumped it for 5 days at 300 gallons/minute. So, it looked like a high yielding well (because of these large open joints). Whether that is sustainable was the question at the beginning. What is the real long-term sustainability of that? That relates to the overall fracture network within the rock. Next slide. This is a schematic of what I was just talking about. Most of domestic wells in the area draw water from the weathered granetics which is a separate aquifer in a way. This well draws from a very deep level in these open joints and everything above that is sealed off from that overlying weathered granite. Way off on the left to the west is the Pacific Ocean, and just on shore there is the Terrace aquifer. Along the Coast there is the Half Moon Bay Terrace aquifer basin. That is the DWR regulated by SIGMA Sustainable Groundwater Management Act, regulates that aquifer. This well draws from a different aquifer, and is unregulated by SIGMA. Advance next slide. This is Martini Creek from the top, showing colluvial wedges that capture rainwater and gets transferred down into the alluvium along Martini Creek and other creeks on the Coast and head down to the Terrace aquifer. This shows how it the recharge capacity, the recharge character of the aquifer. Before drilling this well, most of the interest was in the Terrace aquifer. Advance to the next slide. Before drilling this well interest was in the Half Moon Bay Terrace aquifer...Advance slide. We talked about the monitoring period, the blue columns are the total rainfall in percent of normal. So 100 is normal—like an average. The well was drilled in 2004, then we wet years, and then a three year drought. The interesting thing about this monitoring period is that over time, the pumping rate changed. It had a symmetry to it. The first 5 years, it pumped at a lower rate than during the 4 years of drought (orange bars). So this well provides drought reserves. However, there are limits to pumping that. The District brought it back down to pre-drought levels and with increased recharge, water levels came up. The monitoring stream flow shallow groundwater levels, where we are applying a very conservative draw down guidelines, that were developed in Carmel, bedrock groundwater elevations, and groundwater age dating more recently, we wanted to look at what happens when you pump the well harder during a drought—what happens to the age? In fact, it drew on older water. Age dating is characterized as either Ancient water or Modern water, and both those were seen with the higher drought levels and less recharge. With more recharge, the older water was not drawn up. Advance that. Clemens had already mentioned to continue monitoring, because this method and approach to monitoring across cycles of wet and dry years is an effective model to apply to other wells and I suggest to continue exploration of the bedrock can be successful. A lot of what we are doing is quantitative—measuring flows, etc. There is a qualitative component too. The long term pumping from the well is roughly equal to the baseflow of the streams... And if you take that long term pumping, what area would be the recharge area for that? Because ultimately the success of managing this well, is balancing pumping with recharge. In that balance, there is a capacity of increased pumping during dry periods for drought importance and during emergencies that you balance that by backing off when needed. Monitoring is

needs to balance the pumping with the recharge. So we have to know what the recharge is. The area roughly equals the water shed of quarter or half a square mile. You want to quantify and qualify the pumping with the landscape. So that's my completed presentation.

Gregg Dieguez: If we did not do any pumping, would the water in that reservoir accumulate indefinitely and infinitely (if not used)? Or is it reaching some capacity and overflowing? And if so, where is the water going?

Mark Woyshner: That is a question for all aquifers—unless it is a confined aquifer. This aquifer relies on recharge, and what happens during wet years there is more recharge, longer periods of recharge, which raises water levels. When you pump from something like that, in theory, a cone of depression develops, because you are pulling down ground water within the area of the well. You are drawing down and that cone of depression propagates outward. It increase recharge, because there is a higher gradient and you get more recharge and you want to balance that pumping with the recharge. If you over pump, you develop what is called over drafting it, getting less stream flow, and lower ground water levels closer to the riparian, stressing it. You can even stress the riparian so much that the riparian vegetation dies back. That has been seen in many cases throughout California. The point is to balance the recharge with the pumping. That is why we monitor it across an 11 year cycle and not assume that the well could be pumped at 300 gallons/minute indefinitely. If the wells were not pumped at all, the water levels would rise during wet periods and come back down, and would drain out through springs and steams and baseflows. That is a natural draining of the baseflows. That is why Martini Creek and other creeks in the area run all summer long when there is no rain. There is also perched water in the weathered zone. What is unique about this mountain, is that there is a heavily weathered zone, so the creeks are not flashy—they don't rise quickly—there is a lot of recharge. It rises slowly and drops slowly, and sustains all summer long. So that goes back to a qualitative check. You want to pump it at a level similar to what you see in nature in baseflows.

Director Slater-Carter: There are a number of springs in Montara and Moss Beach which are somewhat riparian sometimes, and you can see patches of willows that need more water, and there is no running water for them, but they are there.

Mark Woyshner: During the extreme drought in 2014, I looked at the riparian, and I didn't see wilting or discoloring, like you would if you didn't water your tomato plants. The cumulative effect of the drought, pumping and other land uses upstream, agricultural. The cumulative effect of that is less stream flow, and that is why we are monitoring stream flow.

Sergio Aragon: Montara Creek is very interesting because it has springs at high elevations on Montara Mountain. Does that ever happen that if you over pump the

Alta Vista well that you see any changes in the flow in Montara Creek? Is it susceptible to that? Are they connected?

Mark Woysner: It is very complex. It is a fracture system, not like an alluvial basin. So, that is why it needs more monitoring. The oldest water source the District has is the diversion on Montara Creek, which is one of the high elevation springs. We did not see an effect of pumping the Alta Vista well on that when we were pumping. The District has been monitoring the diversion for ages.

Director Slater-Carter: That diversion is well over 100 years old.

Mark Woysner: Yes, it is pre-1914 water rights. There are springs on Martini Creek, and Martini Creek we monitor that as well, as more of a control because it is far enough north. The well is on the divide, the north fork of Montara Creek and Daffodil Canyon. It is sitting on that divide. So, the most likely impacted would be Montara Creek or Daffodil Canyon and that is where we concentrated our monitoring. Then high up in Montara is that spring you were talking about and we were monitoring that. We didn't see effects to that spring, or Martini Creek. The only effects were during the multi-year drought, with significantly less recharge and the cumulative effect of pumping the Alta Vista well, and other land uses. Montara Creek was quite dry during 2014. I must say that the shallow aquifers—the weathered gneiss, alluvium, and the colluvial wedge— they respond independently of the deep fracture system. However, they are connected, because that is where the recharge comes from, this upper zone...these alluvial corridors— Martini Creek, Daffodil Canyon—they are called shoe string aquifers, they are decomposed granite and are very permeable. They can be quite deep 40-80 ft deep. That is what is unusual about Montara Creek—it gets quite deep, so during the late dry season, during a drought, the surface water goes underground. It is naturally intermittent, because of the deep alluvium in that portion of the creek.

Director Harvey asked if it was true that they used a diviner rod to find out where to drill.

Mark Woysner: No. It was a lot of science, and good fortune.

Director Harvey asked about the monitoring wells. When they were pumping the well really hard, did the levels of the monitoring wells drop?

Mark Woysner: there are different monitoring wells. There are shallow aquifer near the riparian, specifically to monitor the water levels near the vegetation. Then there are deep bedrock wells. So, that is how we know there is a separation. They respond independently. So every winter, the shallow aquifer near the riparian fills up quickly then in the dry season the levels drop down every year. During the drought years (2013,2014), the levels were quite a bit lower and a potential for riparian stress.

Director Marshall: On those drought years, is it one season for recharge, or did it take multiple years?

Mark Woysner: One wet year. With the shallow aquifers, it recovers every season.

Director Slater-Carter: This is one of the Coastal Commission requirements for running the well to do a study and is this part of the Public Works plan requirement, and will the pumping limit need to be amended.

General Manager Heldmaier: The requirement for monitoring was for 3 years. After that we went to the Board to continue monitoring program. This is Montara Water and Sanitary District doing this on our own. It has nothing to do with the Public Works plan or permitting, it is us ensuring what we are doing here is safe. I would like to add to mention we have been talking about sampling the well, age dating. We sample this well on a regular basis, and the water quality is pristine spring water—better than bottled water.

Mark Woysner: I just want to clarify your question. The shallow aquifer recovers with every winter rain. The deep aquifer that takes an extremely wet year, like 2010, 2017, those are the years that reaches the deeper levels. There is recharge every year, but those years it is more, and there is where it is significantly seen in the water levels.

Director Slater-Carter: Thank you.

3. Review and Possible Action Concerning Wagner Well Rehabilitation and Water Main Replacement Project Construction Contract Award Approval.

The Board authorized MWSD to go out to bid on this project. We would like to replace all the above ground structures on the Wagner well and to replace the pipeline that connects the Wagner well with the Drake well. We've received two bids, and our water engineer is here to answer questions. The lowest responsible bidder was Andreini Brothers of Half Moon Bay, with a bid of \$224,202 dollars and request to adopt the resolution of the Montara Water and Sanitary District accepting bid for construction of the Wagner well rehabilitation and water main replacement project, declaring lowest responsible bidder for said work, rejecting all other bids, approving and authorizing execution of agreement for said work, and directing return of security deposits.

Director Slater-Carter requested comments from the public and the Board.

Director Marshall made a motion to adopt the resolution of the Montara Water and Sanitary District accepting bid for construction of the Wagner well rehabilitation and water main replacement project, declaring lowest responsible bidder for said work, rejecting all other bids, approving and authorizing execution of agreement for

said work, and directing return of security deposits. Director Harvey seconded the motion, and the motion passed 4-0.

4. Review and Possible Action Concerning Approval of Purchase Order for 2018 Chevrolet Colorado.

General Manager Heldmaier: This is an opportunity to purchase a truck. The Board previously authorized the purchase of a light duty Chevrolet Colorado truck quite some time ago, and was purchased through a State purchasing program that guarantees the lowest price. Unfortunately, company that we were working with built and delivered the wrong truck, and it was returned. They are now building the correct truck ordered and will be delivered soon. Now, the truck that was erroneously delivered to the District is sitting in a lot in Elk Grove and the fleet manager has offered it to us as with a hefty discount. So, instead of \$37,205 dollars it is \$33,500 dollars. This is a utility bed truck and one that we were planning to buy this coming fiscal year. Although this is not in the capital improvement program—we didn't plan for this truck—we would like to take advantage of the situation, and buy it at the discounted price now, rather than in the coming fiscal year. The recommendation is to authorize the General Manager to issue the attached purchase order to Coalinga Motors in the amount of \$33,500 dollars.

Director Harvey verified that MWSD would have purchased this in the future.

General Manager Heldmaier confirmed this, and said it was a good opportunity to purchase it right now.

Director Boyd wanted confirmation that this was for a second truck.

General Manager Heldmaier verified that this was for the purchase of a second truck. MWSD has already purchased a light duty truck which has not been delivered yet, and we would be purchasing a second truck that would have been purchased anyway.

Director Boyd stated that it is an inverse opportunity cost. He said we are just doing the spending early, but gaining a discount and the utility truck. It does accelerate when that one wears out by one year, but we get a year's utility out of it.

Director Slater-Carter: Does this have good rust protection on it?

General Manager Heldmaier: Yes, that was an issue we had with our prior utility truck. This one has proper rust protection.

Director Boyd made a motion to authorize the general manager to issue the attached purchase order to Coalinga Motors in the amount of \$33,500 dollars. Director Harvey seconded the motion and the motion passed 4-0.

5. Review and Possible Action Concerning Change of Regular Scheduled Meeting Time to 7:00 pm.

General Manager Heldmaier said this was a request from Director Harvey to consider changing the start time of our regularly scheduled Board of Directors meeting from currently 7:30pm to 7:00pm. He requested that the Board discuss this, and if the Board approves this change, then staff would prepare the necessary Code amendment and bring it to the subsequent meeting to the Board.

Director Boyd said working in the South Bay is an issue. He said that getting to this meeting is less stressful than the SAM meeting at 7:00pm. He said he could adapt if it was in the best for everyone.

Director Slater-Carter said that while she preferred a later time, she could adapt as well.

Director Boyd commented that a later time allows the members of the community that commute to have dinner with their families. But it is not that often.

Director Marshall said he is indifferent. He agreed that with a commute a later time makes things easier. He felt that Director Lohman would be affected the most.

Director Harvey said that he and Director Lohman are retired, which means they have less time, and suggested to table this item until Director Lohman is present.

Director Slater-Carter said that this item will be continued at the next meeting when Director Lohman is present.

6. Review and Possible Action Concerning Weekly Manager's Reports.

General Manager Heldmaier said that this was a request from Director Slater-Carter to consider sending weekly manager's reports to the Board.

Bill Huber: I feel that this issue, although it sounds very minor, actually goes to the heart of the MWSD management and governance. The General Manager, Clemens Heldmaier, is paid over \$200,000 dollars a year to manage the District. His duties as the Manager of the District are clearly laid out in his job description, his performance reviews, and the strategic plan. Having him submit a weekly manager's report to the Board fundamentally undermines his authority as the manager and reduces him to an overpaid staff person with the real management decisions then residing with the Board. The Board's fundamental obligation is to represent the public's interest overseeing compliance with the budget, other fiduciary obligations, overseeing rates and District policy. It is not to manage the District. This is an example of micro-management at its worst, it reflects the lack of

confidence in the General Manager to manage, and is simply a waste of valuable time and resources. It also distracts the Directors from their fundamental obligations to set policy and take care of their fiduciary responsibilities.

Director Slater-Carter stated that the reason she asked for this is because the second meeting is routinely canceled. She said when people inquire about a project in the District, she often did not know. She felt it was the obligation of the Board to know what is going on. There were many things happening on the managerial level, and with meetings a month apart, it was hard to know what was going on. Additionally, she wanted information disseminated consistently—not a situation with one member knowing more than another. She also felt that with the new Performance Review Committee it was a way to keep track of what is going on, and to be able to make a fair evaluation. George Irving submitted weekly manager's reports for a number of years, and she currently receives weekly manager's reports from the General Manager at SAM. She stressed that it doesn't change the Board into micromanagers; it only keeps the Board more informed as to what is happening in the District. She wanted to see these reports start.

Director Boyd inquired if this would be different from what they see in the manager's reports they receive at the meeting.

Director Slater-Carter cited the issue she had with the managers' meetings going on between all three managers, one of whom is suing our District. Additionally, there was a meeting with the SAM manager, discussing things about SAM and there were meetings going on that did not involve the SAM manager. She is concerned about other things that are going on that the Board should know. She also added that she would like a little more detail in the reports.

Director Boyd stated that this has to do with the frequency of meetings and certain items of interest that aren't in the manager's report. He suggested holding the second meeting (rather than canceling it), if that is practical, and requesting updates on certain items, being really clear about things that pique their interest.

Director Harvey agreed that weekly reports are reasonable. He complimented Clemens on his outstanding job in communicating with the Board. However, with the changes regarding the lawsuit—sometimes it comes in spurts—it is difficult to keep up at times. The reports would help to keep them informed. He stated that the Board is not micromanaging, not telling him what to do, only getting reports.

Director Marshall also agreed that it was not micromanaging, but simply transparency and continuity. If you look at it from those two perspectives, they could work together to determine what those topics should be to satisfy both sides. He said that he meets with his boss periodically, and in his mind, he is not looking for every detail, only a high level of transparency that keeps them informed consistently across the Board, which makes it much easier to make decisions and state opinions with everyone on the same page.

Director Boyd added that in general, he felt very well informed, that he liked receiving phone calls, which allowed for more interaction. He appreciated the general manager's efforts to keep everyone informed personally. With all the Board members over the years, it has been a hallmark of stimulating a good level of interaction, and they are already emailed pertinent information.

Director Marshall said that as a new Board member, the reports would give him a little more continuity and insight, especially with so much time between meetings. While he appreciated the General Manager's calls, he feels the reports are just another form of communication, and in turn, it would be very productive and not overly cumbersome.

Director Harvey said there are 5 Board members, and only one General Manager. The personal touch is great, but not practical. He felt getting a weekly report would be a crucial adjunct.

General Manager Heldmaier said that he respects the authority of the Board and received the request directly from Director Slater-Carter and declined it. He has been at the District for 12 years, has spent hours communicating with the Board, and has his own style which has been very successful in communicating with the Board, and the preparation of a weekly manager report, as Director Slater-Carter said, goes back to trust issues between the General Manager and the Board. The meetings with the managers that excluded the SAM manager were directly authorized by the Board, and he reported to the Board respectively. If there is a trust issue, then they need to address it in a different format.

Director Boyd said he heard several times about the notification of the meetings, awareness of the meetings, and what happened at the meetings. He suggested setting a clear expectation of what the Board's interests are, what they wanted to keep informed about, and felt it was a whole different question as to the form in which it takes. He stated that he likes the calls, and prefers that over reading a couple of paragraphs of text. He also suggested that if a second meeting was not held, then a manager's report could be submitted in lieu of it. He felt it was a different question and not one that questions trust, but seeks to improve information flow. If they can separate those two things out, take those things one at a time, it will take them to a better place.

Director Marshall agreed and said that from the General Manager's perspective he communicates, but on the Director's side sometimes it doesn't feel that way. He stressed that if the General Manager can see it from their perspective, they could come to an agreement to change how that communication comes in a way that would fit into the General Manager's style.

Director Harvey reiterated that weekly manager's reports were not a question of trust. He felt that a weekly report would be great, as opposed to making phone

calls to all 5 Board members once a week. There are big issues and there is an inconsistency to the information flow to all the Board members. If the General Manager felt insulted about the request, he asked what would be an alternative to the reports.

Director Slater-Carter cited that she had questions about the General Manager's reports already submitted, i.e. the job opening at the District.

General Manager Heldmaier stated that it wasn't the reports that he objected to, but the reason behind the requests for the manager reports. The Board wants to know, and ultimately control, with which other staff member he meets, and was requested to include reporting any meeting with a staff member from any other agency. He feels that this is the definition of micromanagement. He said this goes back to the fact that there were impressions that there were meetings between staff members not reported to the Board, with discussion involving closed session topics. He assured the Board that this was not the case. He reiterated that all meetings with staff were authorized by the Board, or simply standard managers meetings. He needed to have the capability to meet with the City manager for example, and other staff to talk to them freely. He noted that this is not going to be case if he has to report those meetings and if the report is asked under those certain conditions. There is an underlying trust issue sparking the reason of the request and that is what he is objecting to. If this is so they need to find another way to resolve this.

Director Harvey inquired why Clemens would have a meeting with another staff member from another agency at another district without telling the Board.

General Manager Heldmaier replied that there wouldn't be. But the requirement to report is something that he would have to disclose with anyone he met with, and that might change their perspective.

Director Boyd said at some level it takes on a sense of foreign contact intelligence reports for government employees. He said that they are not interested in that kind of thing, and what they are interested in are the significant meetings that happen. He understood the General Manager's point, that if a situation is emerging and a meeting happens to iron it out, knowing something may be on record with MWSD, he'd owe the person the courtesy of letting him or her know that it may become public record.

General Manager Heldmaier stated that he has heard a lot of focus on communicating with the Board. The reasons why this request is being made is what he is disagreeing with.

Director Boyd said that they need to separate what a director has requested versus the conversation now. And the conversation they are having now is that Director Marshall wants a steady flow of information to help him get up to speed.

He preferred the one-on-one phone calls and meetings. He appreciates the conversations about the more sensitive issues, especially the closed session issues. The episodic things that happen are relayed through emails from Clemens. In reference to meetings of note, they can talk about that in closed session. He mentioned that he would like to know when there are any regularly scheduled meetings. He suggested two General Manager's reports rather than weekly.

Director Marshall said that they should either hold both meetings per month consistently or supplement that with the additional reports. That's all information flow and it all means the same.

Director Harvey said that if meetings with other staff members could be excluded. He suggested a general report for that week. Additionally, if the General Manager is writing weekly emails, he suggested a weekly extended email as a report. He stressed compromise.

Director Slater-Carter stated that she was upset that the General Manager had a distrust of the Board's motives. They are the Board that is responsible for what goes on here.

The directors talked about the Board's responsibilities and the General Manager.

Director Boyd stated that they have a great manager. The issue of trust that the general manager is referring to goes directly to Director Slater-Carter's specific comments, concerns, and requests. And he wanted to be clear that he does not share them all, and has tried to explain it. He expressed that he did not see a gap in the information flow, but did recognize there were things that could be improved upon. He reiterated that two General Manager's reports a month was something they should strive for so there is no gap when there is no meeting and that provides a place to put that regular update. It is what they would do if they met. And if they met, a whole lot more work has to happen. So, he hopes that would be the smallest piece of work, and that they should be clear about the information they want included in the reports that isn't there now. They should put some thought into it. They don't want to generate more work, and should not write everything that they would ever want to know about. He said they should rely on good judgement. And they already get emails from Clemens when something happens. They didn't have to ask for any of those because Clemens took the initiative. He felt it important to build on that and suggested asking for two reports a month, and if people are sick or on vacation those are the exceptions.

Director Marshall said that he sees Director Slater-Carter's points. It is about continuity, transparency, and consistency across all 5 members. He is not worried about how it is relayed.

General Manager stated that it is what the Board of Director meetings are for—delivering information to the Board.

Director Harvey said that with all the different committees, the way it has been working is that some of them are getting emails because they are on one committee and others are not. He wanted consistent flow of information at least every two weeks. He reiterated that it is not a trust issue, they are not manipulating him, are not restricting meetings with other staff member, and they are not asking for him to change his style. Whether it be once a week or once every two weeks, they need a report. In the past, the attorneys and the General Manager made a decision and some Board members were not informed about the decision until much later. He was angry he wasn't informed until a month and a half later. He insisted that it be at least bi-weekly. He reiterated that they just wanted to get the information. He stressed only general information was needed, and said that it was a reasonable request.

Director Boyd stated that maybe they need to meet on a more consistent basis. The right place for committees to update the Board is at the meetings. This is the nature of the committee structure, because of quorums and the Brown Act the committee can't talk to the Board outside the Board meetings. He stated that Director Harvey made a good point. If keeping this Board informed and collegial, means more meetings he was up for that.

Director Slater-Carter talked about the emails she received from General Manager in the past, and a lively discussion ensued about the General Manager, information flow, and expectations.

Director Boyd proposed two General Manager Reports a month, with obvious exceptions for vacations, travels and circumstances, but with the notion that they really do see effectively what is in the General Manager report already as they would get at the two meetings a month, whether they have the second meeting or not. And, they should all agree if any of the Directors felt he or she is not getting enough information, they shouldn't be so quick to cancel the second meeting.

Director Boyd further stated that they are asking for what's normal with an expectation that if they want specific content, they need to speak up at the Board meeting and discuss whether it should be included.

Director Marshall stated that general information would be acceptable. He just wants more information.

Director Slater-Carter stated that two General Manager's reports would be reasonable.

Director Boyd wanted to make it clear that it is two reports a month, and they are not asking the General Manager in that report to report all meetings. The concern raised has been heard, and asking otherwise would be counter-productive. He said the two reports would be done as if there were two meetings.

All Directors were in agreement.

7. Review and Possible Action Concerning Cancellation of Next Regularly Scheduled Meeting May 16, 2019.

Director Slater-Carter stated that the May 16th meeting would not be canceled, as they would need to discuss those items tabled at this meeting.

REPORTS

1. Sewer Authority Mid-Coastside Meeting (Slater-Carter) –

Director Slater-Carter said the last meeting was April 22nd, and it was quick. They talked about the Actuarial OPEB (Other Post-Employment Benefits) evaluation and under the new financials, they have to report liabilities for the post-employment retirement benefits. They discussed and approved the 5 year capital improvement plan, and talked about the contract with City Mechanical. It was not approved, as Director Slater-Carter wanted to make sure it was rust-proof. They adopted a resolution establishing an irrevocable trust agreement for prefunding other post-employment benefits, which they are way behind what they should have in reserves for that. PG&E did a presentation for the no interest loan for the work that is being done. It is a little early like the truck, but a good deal.

2. Mid-Coast Community Council Meeting (Slater-Carter) – Nothing

3. CSDA Report (Lohman) – not present

4. Attorney's Report (Schricker) –

District Counsel Schricker said he has another ACWA legal service committee meeting next week.

5. Directors' Report – None

6. General Manager's Report (Heldmaier) –

Director Slater-Carter inquired about the job opening. General Manager Heldmaier said that the job opening will be re-advertised next week, and they will start interviewing applicants that do not have the certifications but can function in a different position as a water operator. Director Boyd inquired if he or she would get training once they are on staff.

General Manager said that they did intend to train the employee and it was successful with the last employee.

FUTURE AGENDAS

**Sewer Authority Mid-Coast Approval of Budgets
Draft MWSD Water and Sewer Budget
Possible time change of meeting time to 7:00pm**

BRIEF RECESS

REGULAR MEETING ENDED at 9:55 P.M.

CONVENE IN CLOSED SESSION

**CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(Government Code §54956.9(d)(4))
Initiation of litigation
Number of cases: 1**

**CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Government Code § 54956.9(d)(1))**

**Case Names: *City of Half Moon Bay v. Granada Community Services
District, et al.* (Santa Clara County Super, Crt. No.
17CV316927)**

***Ecological Rights Foundation v. Sewer Authority Mid-
Coastside* (USDC ND Case No. 3:18-cv-04413-VC)**

REPORT OF ACTION TAKEN IN CLOSED SESSION

ADJOURNMENT

Respectfully Submitted,

Signed _____
Secretary

Approved on the 6th, June 2019

Signed _____
President

Montara Water and Sanitary District Board Meeting May 2, 2019

Alta Vista Water Supply Well Hydrologic Monitoring Update Water Years 2008 through 2018



Findings have been well received at conference presentations.

Balancing pumping and recharge in a fractured granitic aquifer in coastal California during a multi-year drought to wet-year cycle

Woyshner, Heldmaier, Porras and Hecht, 2017 GRA Conference

Planning for increased climate extremes and strategies for managing groundwater withdraws from high-yielding bedrock wells in Coastal California.

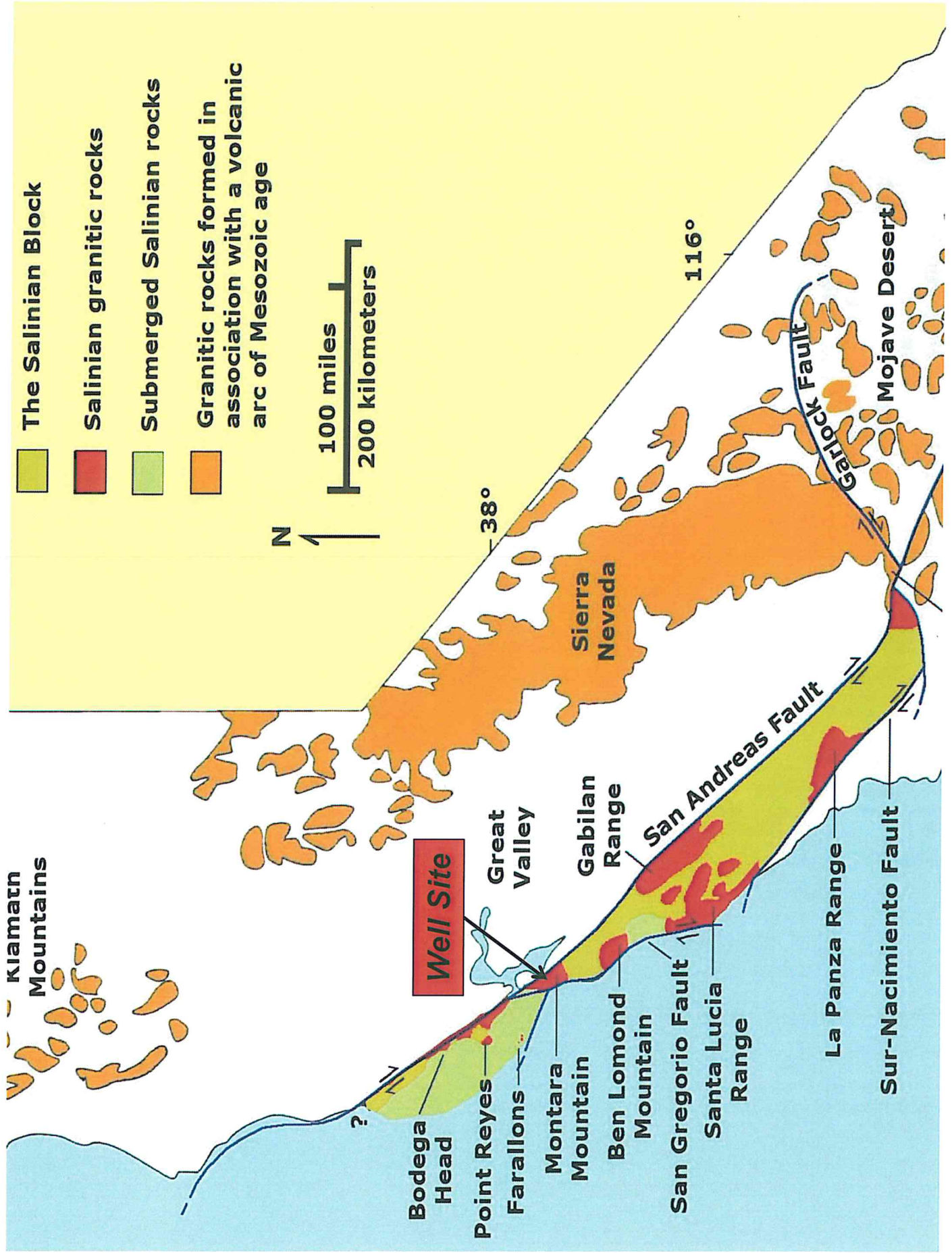
Woyshner, Heldmaier, Porras and Hecht, 2013 GRA Conference

Deeply weathered granitics: Resilient storage for a changing climate.

Hecht, Woyshner, Brown, Donaldson, Richmond, Owens, 2013 GRA Conference

**Spring-supported wetland and riparian habitat,
a core for managing bedrock groundwater.**

Woyshner, Hecht, Yurovsky, and Irving, 2005 State of the SF Estuary Conference



NESWN

715 ft

720 ft

725 ft

730 ft

735 ft

Acoustic Televiewer
(360° view)

2 ft open joint
dip 58 deg N087E

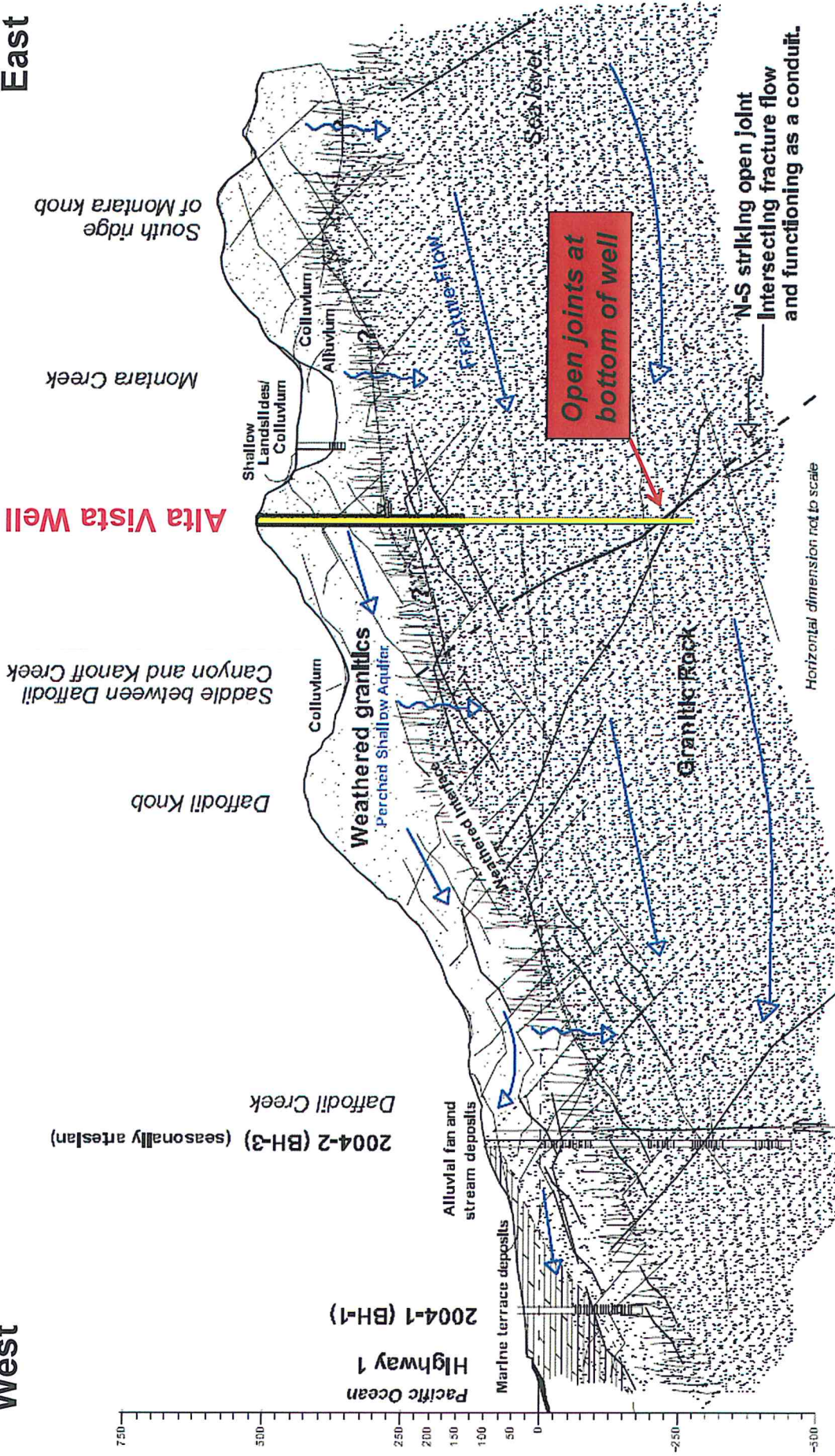
1 ft open joint
dip 40 deg N111E

Air-rotary hammer drilling
after intersecting open joints



West

East



Alta Vista Well

Open joints at bottom of well

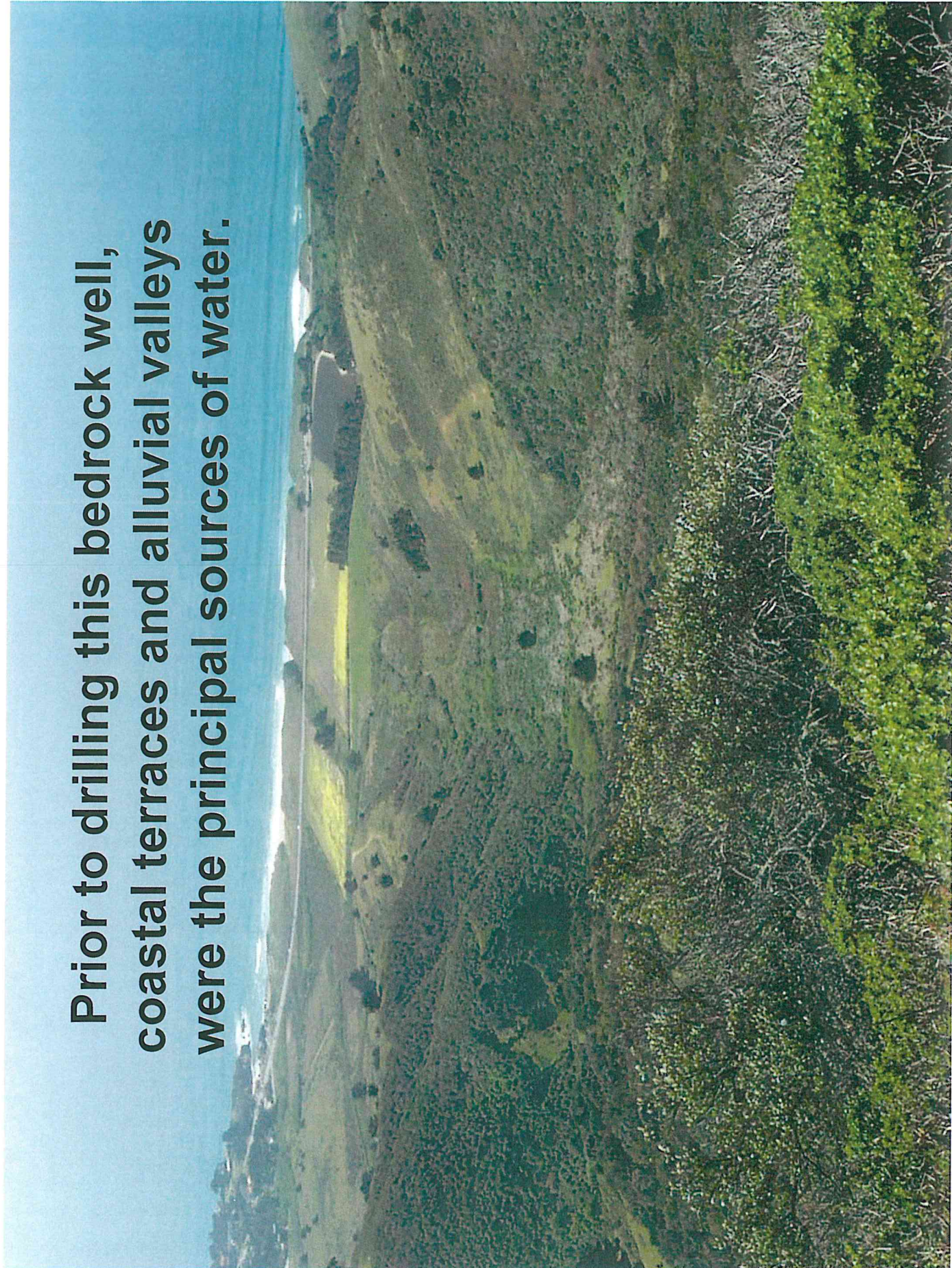
N-S striking open joint Intersecting fracture flow and functioning as a conduit.

Horizontal dimension not to scale

**Deep weathering promotes recharge,
provides storage, and sustains baseflows.**



Prior to drilling this bedrock well, coastal terraces and alluvial valleys were the principal sources of water.



Monitoring Period



Well completed in 2004,
2008 through 2012 average pumping 60 gpm,
2013 through 2015 average pumping 99 gpm,
Pumping was highest during severe dry year 2014,
2016 through 2018 average pumping returned to 60 gpm.

Monitoring Results

- We monitored:
 - Streamflow at Martini, Daffodil, and Montara Creeks;
 - Shallow groundwater levels near riparian vegetation, and applied conservative drawdown guidelines from Carmel Valley;
 - Bedrock groundwater elevations; and
 - Groundwater age dating.
- Monitoring across cycles of major recharge years and of drought years were successful to evaluate a sustainable operational pumping rate and reserves for higher rates when necessary.
- Monitoring proved to be a successful habitat-responsible adaptive-management approach to managing a complex fractured bedrock aquifer.

Monitoring Conclusions

- The shallow aquifer system (the alluvium and associated shallow weathered granitics) **responded independently** but connected to the granitic bedrock fracture system.
- If **carefully managed**, the Alta Vista Well is suited to contribute sustainably as a groundwater source to the MWSO water system, supplying water to Montara and Moss Beach for current and near-future demand.
- The Alta Vista Well fracture system did show limits to groundwater pumping mainly related to **lower groundwater recharge** during drought years.
- The Alta Vista Well can support **periods of increased pumping**:
 - To provide water in the event of an emergency,
 - To improve the overall reliability of the water system, and
 - To bridge multiyear droughts.

Qualitative Check

- Since 2007, the Alta Vista Well has been pumped at an average (continuous) rate of 86 gpm (0.2 cfs), **similar to local stream baseflows**.
- Assuming a conservative estimate of an average of 4 inches/year recharge, approximately **1/2 square mile of open-space land** on Montara Mountain can sustain this pattern of pumping observed since 2007.
- Higher long-term pumping rates require more recharge.

Recommendations

- Continue monitoring to **balance well pumping and recharge**,
 - particularly given changing the climate and variability of water-year type.
- Expand analysis to Portola Well #3
 - also a bedrock well, and recently deepened.
- Monitoring results provide a model for managing other high-yielding bedrock wells, and thus support a plan to **continue exploration** with an objective to add additional well sources drawing on the bedrock fracture system.

Thank you!





MONTARA WATER & SANITARY
DISTRICT

BOARD OF DIRECTORS MEETING
May 23, 2019

MINUTES

REGULAR SESSION BEGAN AT 7:37 p.m.

CALL TO ORDER

ROLL CALL

Directors Present: Boyd, Lohman, Slater-Carter, Harvey, and Marshall

Directors Absent: None

Staff Present: General Manager, Clemens Heldmaier
District Clerk, Tracy Beardsley

Others Present: District Counsel, Dave Schricker
District Counsel, Christine Fitzgerald
District Water Engineer, Tanya Yurovsky

Notice is hereby given that the regular meeting of the Montara Water and Sanitary District Board of Directors on May 16, 2019 was adjourned to 7:30pm on May 23, 2019.

PRESIDENT'S STATEMENT –

Director Slater-Carter thanked the FPPC for quickly responding to a complaint filed against Director Marshall and Director Harvey. The FPPC Enforcement Division found insufficient evidence of a violation of the Political Reform Act, and our attorney wrote “we are in the view Directors Harvey and Marshall may participate in the discussions and vote upon the approvals of the SAM General and Collection Systems budgets and MWSD’s Sewer System budget” (attached). They were not

barred from the Water System budget. This is good news for the District to move forward with the business at hand.

ORAL COMMENTS - None

PUBLIC HEARING - None

CONSENT AGENDA - None

OLD BUSINESS –

1. Review and Possible Action Concerning Sewer Authority Mid-Coastside Fiscal Year 2019-2020 Budgets.

General Manager Heldmaier: This meeting is really the May 16th meeting as we adjourned that meeting to today's date. Thus, the staff reports have the May 16th date. We looked at the SAM budget previously, with the General Manager present on April 4th. The item was also on the May 2nd meeting, which was then deferred to May 16th, which was adjourned, and here we are now, May 23rd. This time we are suggesting approval of both budgets. To summarize, we have an overall Collections System contract service budget, suggested to decrease \$285,691 dollars or 31% over the prior fiscal year. Director Slater-Carter found an error on here. We are talking about the 2019-2020 assessment for Montara for the Collections services increasing roughly \$13,000 dollars or 4%. The total assessment is in the budget, or approximately \$350,000 for Montara only. The General budget is an increase of \$1,350,686 dollars or 22% for a total of 7.4 million dollars for all of SAM, with 2 million dollars for the Infrastructure Division budget, and 5 million dollars for Operations. Montara's assessment would increase approximately \$276,000 dollars or 22%, for a total of 1.5 million dollars. Our recommendation is to adopt resolution of the Montara Water and Sanitary District consenting to approval by Sewer Authority Mid-Coastside of its General Budget for fiscal year 2019-2020, and adopt resolution of the Montara Water and Sanitary District approving and adopting fiscal year 2019-2020 Sewer Authority Mid-Coastside Wastewater Collection System Contract Service Budget.

Director Boyd said that these budgets are a result of a lot of work—negotiations, prioritizations, culling, approving, and adjusting. He thanked staff and everyone involved in putting this together in a way that fit to address key priorities without unduly burdening rate-payers of which we are all members of that group.

Director Marshall thanked Director Slater Carter catching the error in Collections, and General Manager Heldmaier for bringing it up. He felt this budget, as a whole is within reason for Montara.

Director Slater-Carter requested that the resolutions include the billing amounts, for Collections \$341,500 and some dollars and General Budget \$1,529,139 dollars so that it is clear.

District Counsel Schricker confirmed that Director Slater-Carter wanted the figures included in the resolutions and she concurred.

General Manager said that he would also like to add the dates of the budgets into the Resolutions.

Director Slater-Carter requested the appropriate budget dates and the specific amounts to be included in the resolutions.

All directors were in favor of amending the resolutions.

2. Review and Possible Action Concerning Draft Water and Sewer Budget.

General Manager Heldmaier: This is the first draft for the Board to review before being referred to the Finance Committee. We have been working in the background on improving this budget, but left the old version in here. We hope to get this referred to the Finance Committee and would like to meet with the Finance Committee next week. Then it will be brought back as another draft, a first final draft, to the June 6th meeting. If any adjustments need to be made, it will then be brought back to second meeting in June.

Director Slater-Carter: I would like to have a list of changes from this budget on the agenda, to what the Finance Committee is going to be looking at before the meeting.

General Manager Heldmaier: You have a partial list in the staff report already. But there are some additional items.

Director Marshall: It would be very helpful if you could highlight exactly where the changes are.

General Manager: You will get the first newest version as soon as possible. The first step we work on a list of changes from this budget to the one that is sent out.

Director Marshall made a motion to refer this to the Finance Committee, and Director Harvey seconded it. All were in favor, and the motion passes 5-0.

3. Review and Possible Action Concerning Change of Regular Scheduled Meeting Time to 7:00 pm.

General Manager Heldmaier: This was on the May 2nd agenda, in which Director Lohman was not present, and the Board insisted he should be present for the

discussion. We have a full Board tonight. The request was made from Director Harvey to consider changing the start time of our regular scheduled Board of Directors meetings from 7:30pm to 7:00pm. While this is agendaized as an action item, staff did not prepare the necessary documents. Thus, if the Board decided to make a change, staff will prepare a Code Amendment and bring that back to the Board.

Director Slater-Carter: This would serve to make the meetings 30 minutes longer, as our mandatory end time at 11:00pm.

Director Marshall: From my perspective I don't have an issue.

Director Slater-Carter: I would prefer to leave it at 7:30pm and move our end time to 10:30pm.

Director Boyd: I'm in favor to do what we can to give ourselves an incentive to get out of here earlier. There are certainly times when we need to extend but I think if we set a goal for ourselves it might be useful to get us that same half hour benefit, and I will do my part.

Director Marshall agreed.

Director Lohman: My original thought that was that it seemed to be working at SAM. The SAM meeting starts at 7:00pm, and everybody involved got there and got through it. We usually had 10-12 people there, and we usually got home about 30 minutes earlier. It is not the most critical thing in the world.

Director Boyd: Let's focus on the getting home earlier part.

Director Harvey: Scott, getting here earlier would be a challenge?

Director Boyd: Yes, it was a challenge getting to SAM at 7:00pm, and then from Half Moon Bay it takes another 15 minutes or longer to get here. I think we should focus on the end time.

Director Boyd made a motion to modify their target end time from 11:00pm to 10:30pm and Director Marshall seconded the motion. All were in favor and the motion passed unanimously 5-0.

General Manager: I don't think we have to do anything except revise the agenda in this case.

Director Slater-Carter: Well, just in case, we will make it official. So, our meetings time will begin at 7:30pm and end at 10:30pm, unless extended by a vote of the majority.

NEW BUSINESS -

1. Review and Possible Action Concerning District's Proposed Water System Capital Improvement Program.

General Manager Heldmaier announced that Tanya of SRT was here with a PowerPoint presentation to explain the Capital Improvement program, and he emphasized the necessity of the program and the need to stay on top of MWSD's achievements in the water system. It is also in preparation for the Finance Committee meeting, in which a rate study should be done very soon. It was also mentioned last year. A 3% rate increase is planned for this fiscal year, but after hearing Tanya's presentation, they will probably most likely need more.

District Water Engineer, Tanya Yurovsky: Madam President, members of the Board, there are two things in front of you tonight. The item in the agenda itself and the presentation tonight. As you may recall, in 2003, when the District acquired ownership of the water system, this Board established the priorities for its projects for the Capital Improvement program for the water facilities. Before I start the presentation about the CIP projects we are proposing for the next five years, I would like you to note that there three priority levels, and I am only listing level one and level two. Level One includes mandatory projects that are usually regulatory driven, or required for the safety and health protection of the employees and the public and the projects funded by others. For example, when you see the Big Wave mainline extension for 2.5 million dollars, it will be fully funded by Big Wave, and not by the District. It is included in the CIP as a project funded by others. Then for level Two projects, they must be done, but there is some discretion of the Board as to when they can happen. The Capital Improvement program prioritizes projects, identifies them, with the purpose of ensuring reliable water supply for the future. We are scheduling projects according to future needs and available budget. However, what you see today is an attempt to show the necessity to accelerate some of the projects and move them forward. The way we approach the CIP development is we do a deficiency analysis—what are the needs? We conduct infrastructure inspection and assessment, talk to the operators, and the major driving force is the State Water Resources Control Board Sanitary survey findings. The Sanitary engineer responsible for this water system comes every year and inspects the system. Last year, they came twice and did a two-day review and you will see their findings and resulting projects. They establish deadlines for the District to implement the improvements, and, of course, what we do is try to negotiate and attempt to give the District more time. Some of the improvements were some of the items listed in the letters, and we were able to post-pone some or address right away, some are very minor, some very big. The other element of the CIP in front of you is there are two CIPs—the Existing Customer CIP, the projects for existing rate payers, and are financed by water rates. Then there are projects needed for future customers or new customers, and they are financed by water connection fees. So, there are two parts to each CIP and we are projecting for five years. We have five programs: The Distribution System Renewal and Replacement program (the pipes and valves in

the ground), the Water Conservation Program, the Storage Tank Rehabilitation Program, Replacement of the Emergency Generators, and the Vehicle Replacement fund. The investments need to go to replacing water meters, miscellaneous repairs, and renewal of the distribution system piping, fire hydrants, and so on. The estimated cost for this \$1,105,126 over 5 years starting next fiscal year, July 1st. The Water Conservation program is very important, and the cost is relatively low. The estimated cost over the past 12 years is \$45,128. The District has achieved remarkable results with the water conservation program. Storage. As you may recall a few years back, we constructed the new Alta Vista tank Two, and now the existing Alta Vista tank One needs repair. There are also two tanks at the Pillar Ridge reservoir, and the above grade medal tanks are in need of corrosion protection and repair. The estimated cost of that program is \$550,00 dollars over five years. The emergency generators. The District has been working on replacing the existing non-functional generators, and moving forward, the estimated cost to replace the entire fleet of generators is \$450,000 dollars. The vehicle replacement at \$80,000 dollars. The Board has approved the purchase of two vehicles recently. That has been a regular component of the existing customer CIP. So, the total estimated cost over 5 years, for the 5 programs comes to \$2,230,254 dollars over 5 years. Now, the New Customer CIP. That is financed by the water connection fees and as mentioned Big Wave will be paying for their own water main extension. We have a water main upgrade program. The difference between an upgrade program and a repair program, is if there is a need to upsize the mains. Existing well upgrades-- the District has been very successful in upgrading the existing wells to serve new customers. If we need to upsize the generators, the Schoolhouse booster pump station is in good condition, and the District has done remarkably well with it. If we need to upsize it, that would be under this program. Portola telemetry upgrade and additional reliability, this is an important program to maintain reliability of the supply of the District. Again, these are estimated costs. There is 1.8 million dollars to upgrade the mains, and \$780,000 dollars to upgrade existing wells. This includes upgrading equipment, more control centers, pumps, more power supply but also increasing the capacity of the wells. Some of the PRV stations need to be upgraded at a cost of over one million dollars over 5 years. The generators, \$700,000 in that program, and we need to replace the automatic transfer switches—it is a major safety issue and in the case of emergency—a very important item. That's the booster pump station—it looks very good. The Portola Tank telemetry upgrade at \$250,000 dollars and additional supply reliability at 1.7 million dollars includes a lot of planning, permitting and implementation for water supply augmentation. To maintain water reliability, to remind you from our Water Master Plan, has a 20% reliability quotient. This means there is an extra supply that ensures reliability. To maintain that, we will need to eventually start spending money to acquire new sources. The Big Wave water main extension is estimated to be a 12" meter diameter over 4,400 feet long water main extension to serve the Big Wave north parcel development. It is included in the CIP, but not included in the water fee calculations because it is a separate project that will be paid by the developer. This is another summary of the New Customer CIP, the total in the

purple line, is 6.7 million dollars to be paid by the new customer connection charges over five years.

Director Lohman: Do we have new customers scheduled? That sounds like a lot of money.

General Manager Heldmaier: Remember, 2.5 million dollars is coming from one new customer.

Director Marshall: Even if we take that out, it is still a lot.

District Water Engineer, Tanya Yurovsky: Thank you for that question, Director Marshall. The New Customer CIP the money will be expended only as the money comes in and the need arises. We are projecting the need, but if there are fewer customers coming in, the District is not spending the money. It is totally dependent on the connection fees collected and how many customers will connect.

Director Boyd: You have made it very clear that should Big Wave project go through it is at their expense. I want to reiterate that if it goes through, and whether or not it goes through, isn't a function of this agency. This is a function of County planning, permitting, Coastal Commission and all those bodies. If they proceed with this project, this is to clarify that that expense would be on that project and not on the rate payers in our District. We are not doing anything that counts on this to happen, right?

District Water Engineer, Tanya Yurovsky: No, we are not, not at all. The reason it has to be included here, is it belongs in here as a mandatory project. If the customer pays, the District acquires the asset.

Director Boyd: the reason I'm bringing it up is because there has been some suspicion that this agency is doing something to facilitate it and possibly put expense on the rate payers for the benefit of the project, and you have made it clear that this is not the case. We don't need the project. If the project happens, our rate payers don't pay for it. The project itself will pay for it. The District has the capacity to serve this project, without straining or putting at risk the rest of the District.

District Water Engineer, Tanya Yurovsky: That is correct.

Director Slater-Carter: Is the affordable housing project that is in the Planning stage right now included in this? Or will that be added later?

District Water Engineer, Tanya Yurovsky: That would be added later, because we have virtually no information. So, it is not included. The District can serve the new developments, as we know. However, we have very little information so it would be premature to include it in the CIP level. The reason Big Wave is included is

because we received the information, we have the drawings for preliminary approval, the County is proceeding, and we have some understanding, and they have filled out an application.

General Manager Heldmaier added that the County permitted the project.

Director Lohman: Both in the prior and current CIP you have the emergency generators upgrade program. Are these separate generators, different kinds of generators, or can that be combined?

District Water Engineer, Tanya Yurovsky: So, what we were trying to distinguish replacing in kind, this is what existing customers will pay for, and the difference if we have to upsize, the new customers will pay for it.

Director Marshall: So, when you are projecting new customers, is this based upon past new customer history of growth?

District Water Engineer, Tanya Yurovsky: It is based on the LCP 1%.

Director Marshall: So, there is no assessment of whether Montara actually has that much growth potential.

General Manager Heldmaier: The growth potential is there, the 1% could translate into 40 new connections per year and that is what we can see at any year, but we haven't.

Director Marshall: I was thinking year over year, if we hit 40 connection for 5 years, would that be 200 actual new homes or connections?

General Manager Heldmaier: Yes, it could be.

Director Boyd: And that was set in place by San Mateo County. For the benefit of the audience, I want to be really clear—that planning, that growth number, that is our County supervisors.

General Manager Heldmaier: Yes, that is our County supervisors. For example, Director Carter mentioned the project across the street, there is a current change to the suggested project to modify the number of units from over 200 to 71 units. Now, what is not clear, is how it will work with the 40-connection limit. That is a County question. We may have to digest 71 units in one year, or break it up into two years.

Director Harvey: And each unit will pay a connection fee, correct?

General Manager Heldmaier: Whether it is for one single family home or 71 units, the developer pays for the connection fees at the time of construction.

Director Lohman: But if we get 71 units, then we are paid for 71 connections. I've seen other ones that give a substantial discount.

General Manager Heldmaier: No, if it is 71 units, they pay for 71 units. The number of meters and how it is divided is yet to be determined—but it would reflect 71 units. And to Scott's point, if there are any upgrades to the system needed for a large project, then the developer has to pay in full for those system upgrades.

District Water Engineer, Tanya Yurovsky, going back to her PowerPoint presentation: So, for the existing customer CIP, reflecting on what Clemens mentioned in reference to the rates. No matter what we do with new customers, that is from connection fees, this is on rates. This is on water revenue. The District has made major improvements as you know. We have upgraded treatment at one of the wells at Airport well 3, there are many main replacements and improvements at the wells that have happened. But that program needs to continue. These programs, as I mentioned, some of the elements of them are mandated by the State. They are especially unhappy with the storage tank and they want the rehabilitation to happen, not immediately, but within the next two years.

Director Slater-Carter: Why is the State making these demands? What has changed? Two years is not much time.

District Water Engineer, Tanya Yurovsky: That's a good question. Our engineer who is responsible for the system had a conversation with him and tried to understand why all of sudden they are very adamant and inflexible. We used to have the ability to negotiate things or delay things or get some reasonable accommodations. What the State looks at is they trust the District to do the right thing and that reputation has always been there for the District. Eric Lacey told me he doesn't have that leeway anymore. The directive comes from the top. Basically, they are not interpreting the law or not into reading the regulations anymore. They are saying "this is what this says and you go do it"—it is very black and white. The District staff, on numerous occasions, engage with the State. The District is very well-run system, and we have always followed up on our promises, and never failed to deliver, but they just want things done.

General Manager Heldmaier added: In my mind there has been two significant changes that happened in the last two years or so: the Department of Public Health was moved to the State Water Resources Control Board. The Division of Drinking waters heads were changed. Thus, we see a new directive now coming from the State Water Resources Control Board directly. The other fact that has changed for us as a District is we have taken State Rolling Fund money. We built the Alta Vista tank with SRF funds and that is something that was directly mentioned as a reason for increased scrutiny that we have received. Tanya was very conservative in expressing how much this is happening right now. We are really subject to a lot of control. Unfortunately, there is also staff turnover at the State Water Resources Control Board, and our regulators adds to these complications where we see young

engineers out of school that start in these positions. In the recent two years, we have had four people that we had to introduce into our system, educate, train, asking hard questions that try to regulate us. We are on the receiving end of that staff turnover.

District Water Engineer, Tanya Yurovsky: There also seems to be a directive coming from the EPA-very hard.

Director Boyd: Do you know if this happening in other states or just California?

District Water Engineer, Tanya Yurovsky: Unfortunately, it is happening in the Bay Area mostly. We have clients in Southern California in which their signature engineers aren't paying attention at all. So, I don't know.

Director Boyd: So, Nancy Pelosi's area, its happening and Kevin McCarthy's area, it's not happening. I'm perfectly fine with complying with EPA regulations, but half a million dollars in two years for no apparent urgent reason seems like a waste of rate payer funds unless this fits with our understanding for the need of this facility. I'm interested in exploring this a little further.

District Water Engineer, Tanya Yurovsky: I hear you. This has been in the CIP for a while and we planned to rehab the tanks. This was in the plan. We are negotiating the time frame, so that is still under negotiations. It's not a surprise. The District planned this project.

Director Boyd: The timing is a concern. As Eric pointed out, this is a lot of money. We are a small District. I'm glad to know we are negotiating in light of the unequal application of regulations might be a point in the negotiation.

General Manager Heldmaier: We have brought this up.

District Water Engineer, Tanya Yurovsky: Believe me, we are using all our personal knowledge and connections. And what I mean by connections is with other districts in the State to point this out. As you know, Redwood Glenn, almost lost their water system, and they were very militant and very strict with them. At the same time, we were looking at another water system down South that the regulators are looking at us, and saying "tell us what we should be saying." It's different personalities.

Director Boyd: Redwood Glenn is a non-profit down behind Loma Mar and they had a failed water system. They started working with the State, got permission to build their own water system. I believe it was a gross abuse of regulatory power, in the kind of screws they put to those guys. Several times, they thought they had satisfied the regulatory requirements only to find out there was more to be done. Hitting a non-profit that way is just serious abuse. Thankfully, they had some very good help, had great forbearance that got them through it, with a good final outcome. I think we have to speak up. I know you are. But for our community, we

have to speak up when these national political games are being played out with our pocketbooks.

Director Slater-Carter: Considering the sensitivity of all of this, I would prefer that when the regulators come out, it is only Tanya and Clemens dealing with them, so we know there aren't any stray comments--offhand comments that might make things problematic. Sometimes when someone says something meant to be tongue-in-cheek, it may not be taken that way by these young regulators. We need to be particularly careful.

Director Boyd: Let me be clear. Nothing I said was tongue-in-cheek. But I am fully supportive of our staff and consultant being the ones doing this. They are the pros in this. They clearly have a good command of the situation and part of that is understanding the inequity of the distribution of the enforcement. Clearly, we have attention to the state of our infrastructure. We have professionals looking at it, prioritizing it, and being very much in touch with what the rate payers can handle and how fast, and whether or not bubbling priorities to the top, having external forces playing games at the political national level. It's not games, its real people here.

Director Slater-Carter: I think from now on, it should only be SRT and Clemens who are present.

District Water Engineer, Tanya Yurovsky: I would like to start with less frequent visits. It is a huge burden for the District to educate the new engineer.

Director Marshall: But there are no surprises, right? It is always noted?

General Manager Heldmaier: There are no surprise visits. However, visits are normally on a three-year basis, and we see them annually since we applied with SRF.

Director Boyd: That is something to keep in mind. SRF used to be this go to, reasonable, low cost money source. Now it comes with strings.

General Manager Heldmaier: Yes, and there is IBank, and their rates are comparable and there are much less strings attached.

District Water Engineer, Tanya Yurovsky: So, the cash flow distribution for the 2.2 million currently before the Finance Committee review is about \$350,000 for the first two years, \$600,000 in the third year, \$600,000 in the fourth year, and \$320,000 in the fifth year. So, when you are looking at the CIP that in your packet there, the budget only includes the first year of the CIP. Everything else is a projection and can be used for the rate study and will be used for that purpose. It also shows you the cash flow requirements. Anything else? Thank you.

General Manager Heldmaier: This is not an action item. We will bring this back with the entire budget and potential revisions for Board approval.

Director Slater Carter: Thank you for clarifying that the projects that the County is imposing on our community are paying their own way.

REPORTS

1. Sewer Authority Mid-Coastside Meeting (Slater-Carter) –

Director Slater-Carter: Okay, going to the SAM Board meeting May 13, 2019, we approved a loan agreement with PG&E not to exceed \$149,000 dollars. We authorized the General Manager to purchase two high speed turbo blowers for the system and this will save approximately \$29,000 dollars a year just in efficiencies and we will save more than that. The payback period will be fairly quick for the \$425,000 dollar expenditure—5 or 6 years.

Director Lohman: And these have no maintenance or oiling, and you can adjust the volume.

Director Slater-Carter: We also reviewed and approved the design documents for the expanded wet weather storage facility in the Granada Community Services District next to the highway and we authorized the bid documents and the bid procedures for the expansion of that. The fine from the broken pipe several years ago—part of that fine will be used for this expansion and will greatly increase the efficiency of the plant, the ability to work on the plant, to prevent major spills. If Granada and Montara had not built the wet weather storage expansion facility when we did, our fines for the broken pipe would have been horrendous...expanding this will make a huge difference in operation procedures, costs, and potential fines in the future. I will note that Half Moon Bay approved the expansion of the wet weather storage facility expansion under protest. So, it may be, depending on what happens with the lawsuit and negotiations, we and Granada may be paying for it in its entirety—even though it protects Half Moon Bay beaches.

Director Boyd: May I ask who, by name, protested?

Director Slater-Carter: The entire City Council. The two that voted on it were Debbie Ruddock, Deborah Penrose, but there is also Adam Eisen, Harvey Rarback.

Director Harvey: I was at that meeting, and it was Harvey and Debbie Ruddock.

Director Slater-Carter: They are doing this under direction of their litigant attorney.

Director Boyd: Do you recall who voiced the protest?

Director Harvey: Harvey Rarback.

Director Boyd: So, Harvey Rarback said that Montara and Granada might have to pay for something that is necessary for the protection of the environment and public safety which they are a contractual partner in.

Director Slater-Carter: That is a fair statement.

Director Boyd: So, Harvey led the way in saying Half Moon Bay has no dog in this fight and shouldn't have to pay for keeping people and the environment safe.

Director Lohman: In addition to the additional maintenance capabilities we had two major rain events that came through and the wet weather facility held all the excess for that. I was calling SAM regularly at that time. One time it filled to capacity, which means if we hadn't done that, tens of thousands of gallons would have been dumped all over the place, because there would have been no place to put it. And that happened on two occasions and Half Moon Bay would have been paying half the fines and they could not have done that under protest. Although we saved them twice, they have still been relatively belligerent and now they are protesting.

Director Boyd: I think it is outrageous that they are trying to do this under protest, when this is protecting the community and the environment which is the foundational reason for the existence of the Sewer Authority Mid-Coastside in the partnership that we have. I understand that counsel is saying this, but Harvey is the mayor. If he is out there saying it, then he believes it, and I think our community needs to know that people like Harvey are out there saying they are just going to wash their hands of this matter and leave the cost to everyone else and have a devil may care attitude about what happens about public safety and the environment. That's just outrageous.

Director Slater-Carter: SAM adopted a resolution updating the Sanitary Sewer maintenance plan as required by regulators, and we authorized the general manager to execute a contract with City Mechanical to replace an HVAC unit on the rooftop, with rust-proofing additions which cost an additional \$1,500-\$2,000 dollars. The big sad news is the general manager, Beverli Marshall has resigned, effective June 11th. She has made huge progress on policies, was well liked by the staff, and is moving to Indio. We need to find an interim general manager and a permanent general manager. She has been there the longest since Dave Dixon was there. We had this revolving door. I will note that Half Moon Bay suggested that we use Half Moon Bay staff to run the plant, Dave Dixon, or Larry Patterson, who was formally a Council member on the SAM Board.

Director Boyd: Given the great stresses at SAM and the partnership, it would behoove us to find someone that doesn't have any relationship to any of the three agencies, and certainly not the agency that brought the lawsuit.

Director Slater-Carter: This has been a particularly sensitive point right now. We also need a new attorney, and have put out two requests for proposals and have not come up with any attorneys either time. SAM will be in delicate position.

Director Boyd: I send my best regards to Beverli, who has endured a very difficult situation, not of her creation. She has certainly been at the focal point of a lot of the dispute, and I hope she finds in this new position something that is a lot more joyful.

2. Mid-Coast Community Council Meeting (Slater-Carter) –

Director Slater-Carter: There was a meeting last night, and there was a discussion on the affordable housing project. Because I am on a regulatory body, I did not attend. Everyone in the community needs to pay attention to this, as this will have a huge impact on us, and they will be paying for their own water and sewer upgrades if needed. People need to pay attention to this and speak out. Once it is approved by Coastal it will be too late. Right now, it is in the design phase, and a time you can have an impact. They have gone through a Local Coastal amendment to reduce the number of units down to 71, but there can be other conditions that can be attached to that by Coastal, such as on-site parking so it doesn't impact the other neighborhoods, my personal opinion, of course. If you drive along Airport Boulevard, there is about a mile stretch of additional cars because of the shortage of parking in Pillar Ridge.

3. CSDA Report (Lohman) –

Director Lohman: From CSDA I'm going to move to LAFCo because that is why we are on LAFCo. At the last LAFCo meeting last week, they have a standard thing they do every two months, where they annex people into the Westbay Sanitary District. People in the unincorporated area or the unserved areas are just being annexed every couple of months. It is even on the Consent agenda now. The other big thing for us, is LAFCo's main function here is doing these big studies of all the Special Districts and cities in the area and they gave us the schedule for the next couple of years. The good news for us (because it is very time consuming) we are not scheduled. Locally, the San Mateo RCD, which is here in town is up in August, South San Francisco also in August. Pescadero is in September this year. We have a reprieve for a while, until we go through that again. That's all that happened at LAFCo. I would like to report on ACWA even though it is not on the list. Clemens and I went to the ACWA convention, and first I would like to say after listening to all the districts in California, we are amazingly lucky here on the Coast to have a great water supply, great staff to maintain it, and great plans to keep it maintained, because

you should see all the other problems—subsidence, nitrates, and 3% don't even have legal drinking water that is palatable. The other thing discussed you may have heard the term in weather a couple years ago the "Arctic vortex" or now the "atmospheric rivers." They are doing a lot of studying of that, as it is regarded as a serious phenomenon and the good part about that is that they are going to get better at predicting when these rains are coming, like we saw all this month. But more importantly, trying to study how much rain is going to come down and the time durations because there has been a conflict between the reservoirs run by the Army Corps of Engineers and all the water people. The Army Corps at the reservoir says when the water reaches here, we release water, and it just goes to the ocean. They have been negotiating now up to 15% above that by showing the engineers that "look this river is going to last so long, then there will be a gap of a week or two with no rain" so they are saying "okay, we don't need to keep the reservoir at that level, and let them go up now because in a week they will go down again." So, all that hopefully, and if we get better at forecasting of those rivers, we will be able to maintain more of our water rather than letting it go to the ocean.

4. Attorney's Report (Schricker) –

District Counsel Schricker: Madam President, you referred to the FPPC opinion with respect to former Director Huber's complaint, and in my email sent to you, I indicated that it was our recommendation that our office we need not request further opinion from the FPPC with respect to the budget reviews on the basis of the determination of the complaint, I would ask the Board confirm that our determination not to request further a separate opinion as you had authorized in the past.

Director Slater-Carter: Do we need just direction or should we agendaize it on the next meeting for an official vote since it is not on the agenda now?

District Counsel Schricker: If you feel it significant. Otherwise, you can the minutes of the meeting reflect the consensus of the Board.

Director Boyd: I was interested in getting a read on it, because their opinions are always quite informative but in light of their letter, I think that the question has been asked and answered, having read the complaint. I probably would be willing to be curious, but see no need to pursue that further. Should we have any other concerns, we can always submit a question.

Director Slater-Carter: I think the letter was very clear and it will be attached to the minutes if people want to see it.

District Counsel Schricker: Unless I hear to the contrary now, we will not submit a request for an opinion. It would be unnecessary.

5. Directors' Report – None

5. General Manager's Report (Heldmaier) –

General Manager Heldmaier: I would like to add to Ric's report on the ACWA conference from my perspective. The main topic was the Newsome administration moving into Sacramento with a big bang and the water tax. We haven't really talked about the water tax here, one of the reasons being we aren't a big agency that has influence to what happens in Sacramento. The proposal from the administration is to tax all water customers in California to subsidize failing water systems in California. I want to point out that most of these failing water systems are privately owned. Obviously, this was not well received by the water agencies.

Director Slater-Carter: I've mentioned the water tax, and they are asking successful public agencies to pay for the mistakes of approval by Counties, cities and whoever is in charge. I know of one project in another county that was approved by the County Board of Supervisors. It was a large project of several hundred houses, and did not meet the requirement of 500 houses to prove that it had water. It was built, and then it was discovered that they had no water. They ending up putting in their own water system, but the water is probably poor quality and quantity. So, Montara and San Francisco folks would be asked to pick up the bill for that. When we were taking over the water system we were getting calls from all over the state about what could they do to copy us.

General Manager Heldmaier: There will be a broad discussion about this, and ACWA is involved, so we will talk about this more going forward. Also, regulatory issues are increasing for other agencies as well, and there is infrastructure replacement needs in California everywhere, simply because a majority of the infrastructure was built over 40 years ago and needs to be replaced. Others will also be increasing rates as well. There will be heftier rate increases throughout the state, mainly driven through infrastructure costs. There was good discussion about the necessary outreach on this front, and as we have seen in the context of drought, we benefit from larger agencies getting the message out. We have to do our part in keeping our community informed. I think we will hear a lot about that in the coming years soon. There was also the topic of fire preparedness, with a follow up from the Camp Fire and Paradise Fire. Their water systems are failing. They rebuilt the water system, but in both cases, when the houses burned the plastic pipes burned away causing a lot of open-to-atmosphere scenarios, suction occurred, and debris and melted chemicals were sucked into the water system. Now there is contamination in the water system. It is a problem and difficult to locate, is widespread, and the water is non potable, after they let people move back in. So the topic was *What to do About Wildfires that Encroach Upon Communities*. Fire suppression is not something water systems are built to do, but are now asked. However, the cost of these fires is so outrageous, there seems to be a cost benefit analysis that people are applying and looking at. The huge cost of storage for these events

is now being looked through a different lens, and this could mean there are some changes coming up in the future. Also, another topic was *How to Train Water Operators*. Other agencies are running into the same issues we have been contending with for years, and I feel like we are experts in what was discussed here, bringing up young folks that want to stay in our community and offering them a chance to do so, and receiving then, in turn, the benefit of having someone on staff.

FUTURE AGENDAS

BRIEF RECESS

REGULAR MEETING ENDED at 9:10 P.M.

CONVENE IN CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

(Government Code §54956.9(d)(4))

Initiation of litigation

Number of cases: 1

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Government Code § 54956.9(d)(1))

Case Names: *Ecological Rights Foundation v. Sewer Authority Mid-Coastside* (USDC ND Case No. 3:18-cv-04413-VC)

REPORT OF ACTION TAKEN IN CLOSED SESSION

ADJOURNMENT

Respectfully Submitted,

Signed _____
Secretary

Approved on the 6th, June 2019

Signed _____
President

Thu 5/23/2019 4:16 PM

Subj: FPPC Conflict of Interest Determination In Re Former Director Huber's Complaint

To: Kathryn Slater-Carter (kathryn.mwsd@gmail.com); Scott Boyd (scottboyd.gov@gmail.com); Eric Marshall <ericmwsd@gmail.com>; ja_harvey@yahoo.com; Ric Lohman ricster@sbcglobal.net

Cc: Clemens Heldmaier (mwsd@coastside.net); fitzgeraldlaw@sbcglobal.net

Dear Board Members,

At the meeting of your Honorable Board on May 2, 2019, on our recommendation, our office was authorized to request an opinion from the Fair Political Practices Commission ("FPPC") on the questions of whether Directors Marshall and Harvey would have financial conflicts of interest under the FPPC laws and regulations if they participated in discussions and voted upon the Sewer Authority Mid-Coastside ("SAM") Fiscal Year ("FY") 2019-20 General and Collection Services Budgets and the Montara Water and Sanitary District ("MWSD") FY 2019-20 Sewer System Budget insofar as those Budgets include general line-item salaries that ultimately (by SAM Board action) would be payable to SAM General Manager Beverli Marshall, Director Marshall's spouse, and SAM operations employee Keith Harvey, Director Harvey's adult son. Subsequent to the May 2, 2019 Board meeting and before we submitted our request to the FPPC, former Director Huber filed a complaint with the FPPC alleging in general terms, that Directors Marshall and Harvey violated the financial conflict of interest laws due to their respective familial employment relationships with SAM.

By letter dated May 20, 2019 (copy attached), the FPPC Enforcement Division informed former Director Huber that no enforcement action will be pursued on his Complaint. In our view, that determination, given the broad allegations of the Complaint, sufficiently covers the questions to be submitted to the FPPC by our office. Accordingly, we have withheld sending our request for an opinion and unless otherwise directed by your Honorable Board will not do so.

Meanwhile, and in light of the FPPC's determination on former Director Huber's Complaint, we are of the view that Directors Marshall and Harvey may participate in discussions and vote upon the approvals of the SAM General and Collection Systems Budgets and on MWSD's Sewer System Budget. Please feel free to contact me if you have any questions regarding the foregoing.

Resp.,

David Schricker, Attorney



STATE OF CALIFORNIA
FAIR POLITICAL PRACTICES COMMISSION
1102 Q Street • Suite 3000 • Sacramento, CA 95811

May 20, 2019

William Huber

Via email: [REDACTED]

Re: Complaint No. COM-05082019-00985; Eric Marshall, Jim Harvey

Dear Mr. Huber:

This letter is in response to the sworn complaint you submitted to the Enforcement Division of the Fair Political Practices Commission regarding the above-named individuals. Based on a review of the complaint and documentation provided, the Enforcement Division found insufficient evidence of a violation of the Political Reform Act (the "Act").

Please note that under the Act, public officials must abstain from participating in decisions that affect, among other things, the economic interest of their immediate family. Immediate family is defined as the official's spouse and dependent children. It does not extend to other family members, such as a parent, sibling, or adult child. (Section 82029.) Additionally, governmental salary is not considered income under the Act. (Section 82030(b)(2).) Therefore, we will not pursue an enforcement action in this matter.

If you have any questions, please contact Chloe Hackert at chackert@fppc.ca.gov.

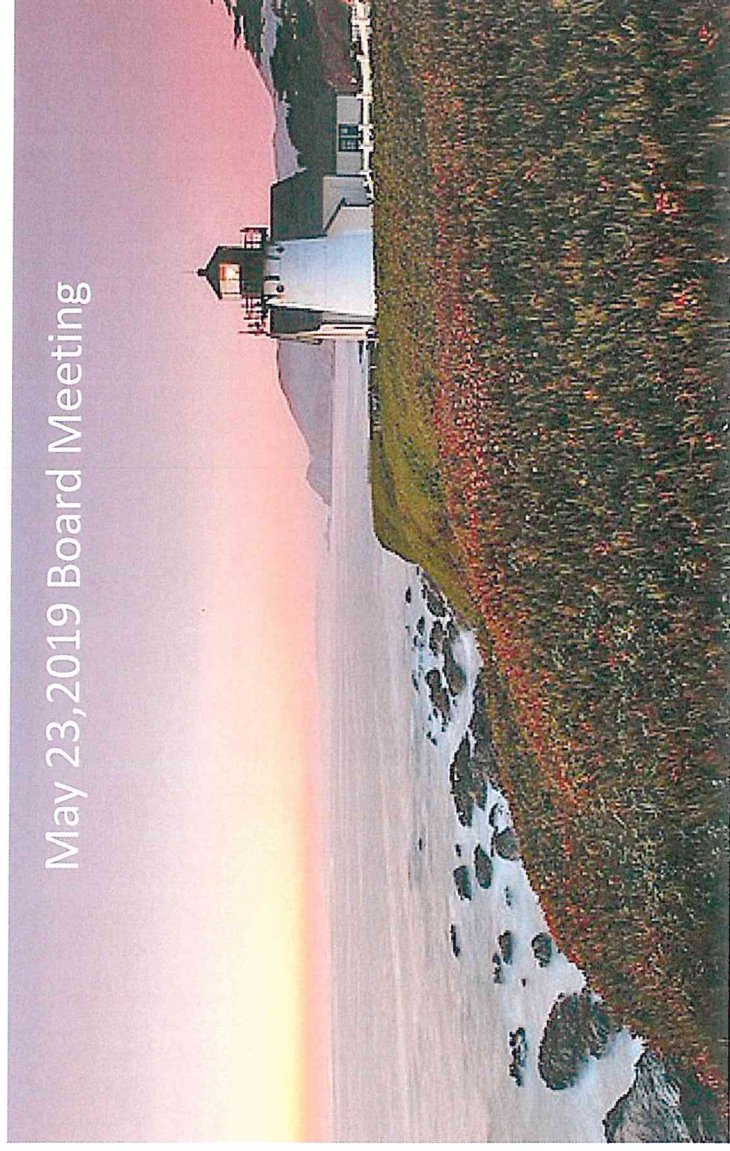
Sincerely,

Galena West, Chief
Enforcement Division

GW:ch

cc: Mr. Eric Marshall
Mr. Jim Harvey

Montara Water and Sanitary District 2019 New & Existing Customer CIP



Capital Improvement Program - CIP

Purpose

- A Capital Improvement Program is a plan that identifies and prioritizes projects that are necessary to ensure a safe and reliable water system for years to come.
- The projects are scheduled according to future needs and available budget.

Approach

- System Deficiency Analysis
- Infrastructure Inspection and Assessment
- Operator Interviews
- Redundancy Review
- SWRCB Sanitary Survey Findings

SWRCB Sanitary Survey Findings

State Water Resources Control Board (SWRCB) Division of Drinking Water (DDW) conducted two field inspections on June 4 and June 14, 2018 for **MWSD 2018 Sanitary Survey**

- Conducted inspections of most MWSD facilities
- Identified critically needed improvements
- Established deadlines for the District to implement improvements



State Water Resources Control Board
Division of Drinking Water

CIP – New & Existing Customers

Existing Customer CIP Projects Are:

- Complementary to the New Customer CIP
- Annually updated to address system rehabilitation needs
- Financed by monthly Water Rates

New Customer CIP Projects Are:

- Based on system deficiencies that result from new customer demand
- Only the improvements identified to serve new customers
- Financed by Water Connection Fees

MWSD 2019 Existing Customer CIP - Overview

MWSD New Customer Capital Improvement Plan includes 5 programs that are **financed by the existing customers monthly rates:**

- Distribution System Renewal & Replacement Program
- Water Conservation Program
- Storage Tank Rehabilitation Program
- Emergency Generator Replacement Program
- Vehicle Replacement Fund

MWSD 2019 Existing Customer CIP

Distribution System Renewal & Replacement Program

Includes projects such as:

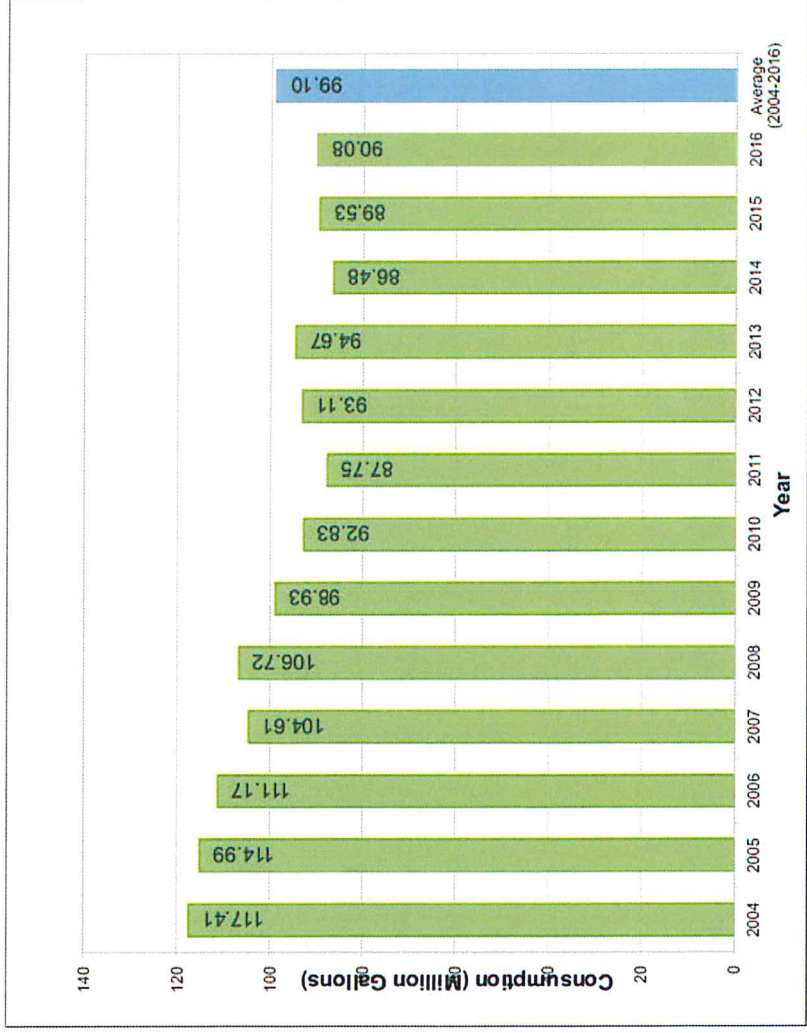
- Miscellaneous Repair & Replacement
- Water Meters
- Water Lateral Services
- Water Main Replacements
- Fire Hydrants Replacement
- **Estimated Cost: \$1,105,126**



MWSD 2019 Existing Customer CIP

Water Conservation Program

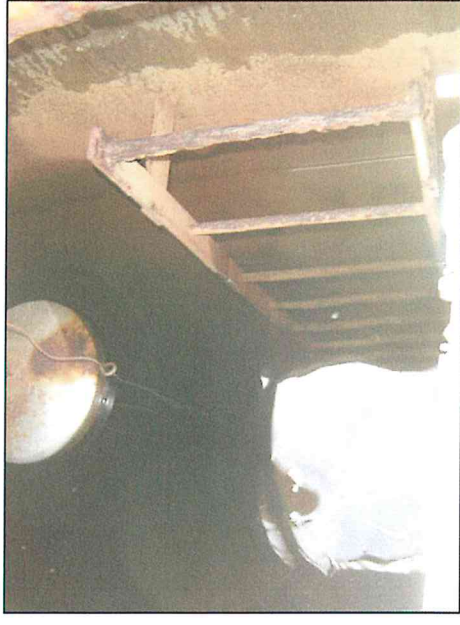
- Multi-year rebate program to encourage customers to replace fixtures and appliances with water-efficient units
- **Estimated Cost: \$45,128**



MWSD 2019 Existing Customer CIP

Storage Rehabilitation Program

- Rehabilitation of Alta Vista Tank No.1
- Rehabilitation of Pillar Ridge Reservoirs
- **Estimated Cost: \$550,000**



MWSD 2019 Existing Customer CIP

Emergency Generator Replacement Program

- Replacement of existing non-functional generators
- **Estimated Cost: \$450,000**



MWSD 2019 Existing Customer CIP

Vehicle Replacement Fund

- Renewal of the District fleet of trucks, including the replacement of existing trucks and addition of a heavy-duty truck to facilitate operations
- **Estimated Cost: \$80,000**

MWSD 2019 Existing Customer CIP - Summary

MWSD 2019 Five-Year Existing Customer CIP Projects	Estimated Costs (\$)
Distribution System Renewal & Replacement Program	1,105,126
Water Conservation Program	45,128
Storage Tank Rehabilitation Program	550,000
Emergency Generator Replacement Program	450,000
Vehicle Replacement Fund	80,000
TOTAL	2,230,254

MWSD 2019 New Customer CIP - Overview

MWSD New Customer Capital Improvement Plan includes 7 programs that are **financed by the new customers Water Connection Fees**, and one project that will be funded by the Big Wave developer:

- Water Main Upgrade Program
- Existing Well Upgrade Program
- New & Upgraded PRV Stations Program
- Emergency Generator Upgrade Program
- Schoolhouse Booster Pump Station Upgrade
- Portola Tank Telemetry Upgrade
- Develop Additional Supply Reliability
- Big Water NPA Water Main Extension

MWSD 2019 New Customer CIP

Water Main Upgrade Program

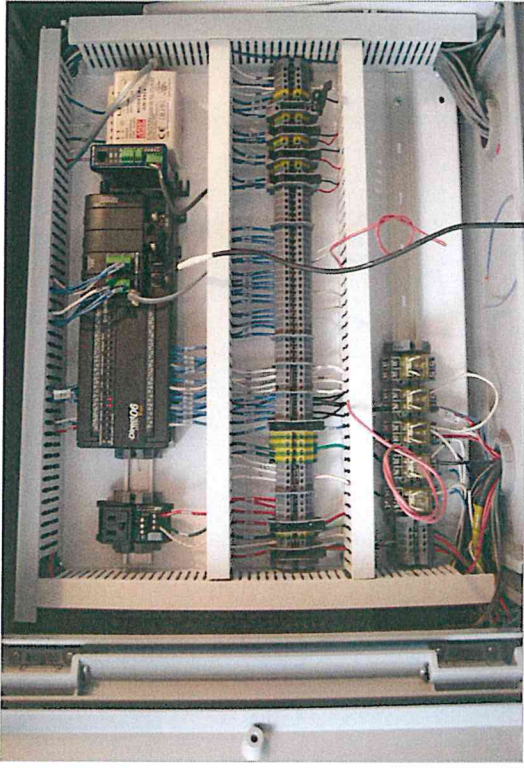
- Installation of new water mains and up-sizing of the existing water mains to accommodate demands due to new customers
- **Estimated Cost: \$1,873,451**



MWSD 2019 New Customer CIP

Existing Well Upgrade Program

- Improvements required to accommodate increased demand due to new customers
- Replacement of all existing pumps, motors, and motor control centers (MCCs) and associated power supply improvements
- **Estimated Cost: \$780,000**



MWSD 2019 New Customer CIP



New & Upgraded PRV Stations Program

- Installation of 5 new PRV stations
- Upgrade of up to 13 existing PRV stations
- **Estimated Cost: \$1,045,907**

MWSD 2019 New Customer CIP

Emergency Generator Upgrade Program

- Replacement and upsizing of existing generators to satisfy upgraded facilities' power consumption
- Replacement of generators' appurtenances, including automatic transfer switches (ATS)
- **Estimated Cost: \$702,544**



MWSD 2019 New Customer CIP



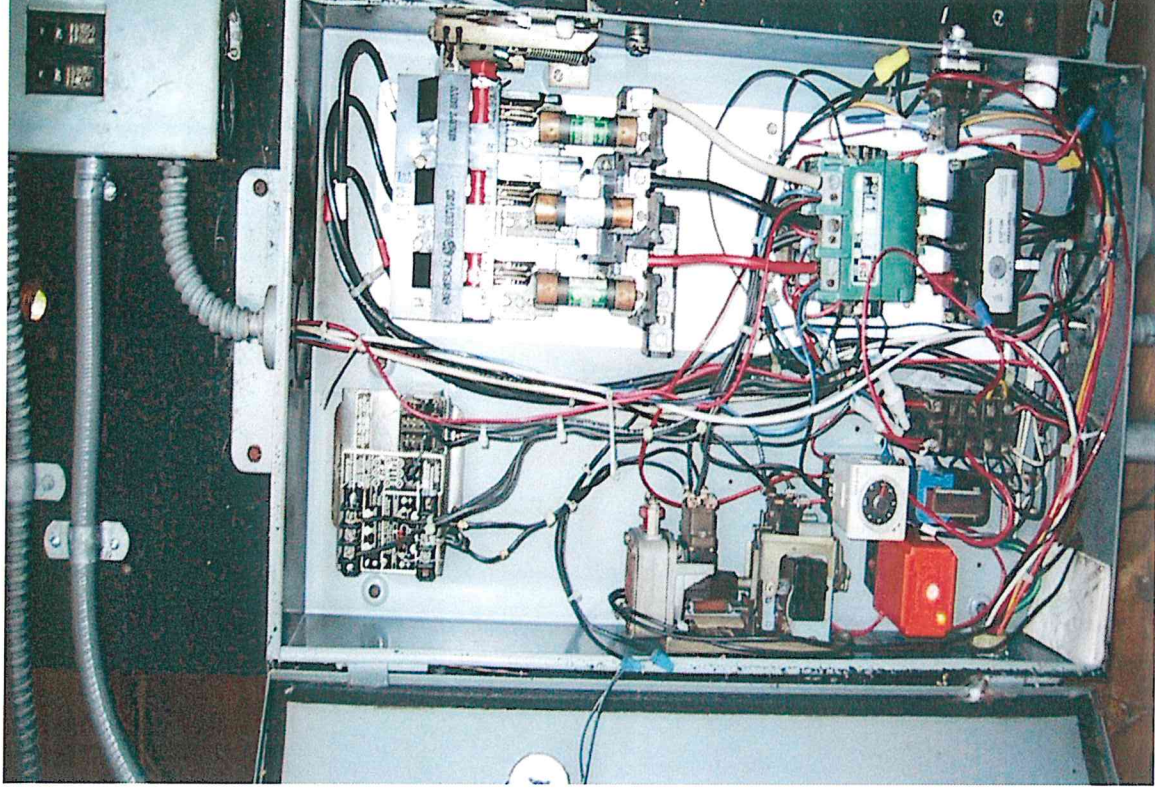
Schoolhouse Booster Pump Station Upgrade

- Installation of a new set of booster pumps and re-design of the pump station
- **Estimated Cost: \$350,000**

MWSD 2019 New Customer CIP

Portola Tank Telemetry Upgrade

- Integration of Portola Tank telemetry to SCADA to ensure operations optimization
- **Estimated Cost: \$250,000**



MWSD 2019 New Customer CIP

Develop Additional Supply Reliability

- Includes planning, permitting and implementation of water supply augmentation to ensure supply reliability despite addition of new water customers
- **Estimated Cost: \$1,700,000**



MWSD 2019 New Customer CIP

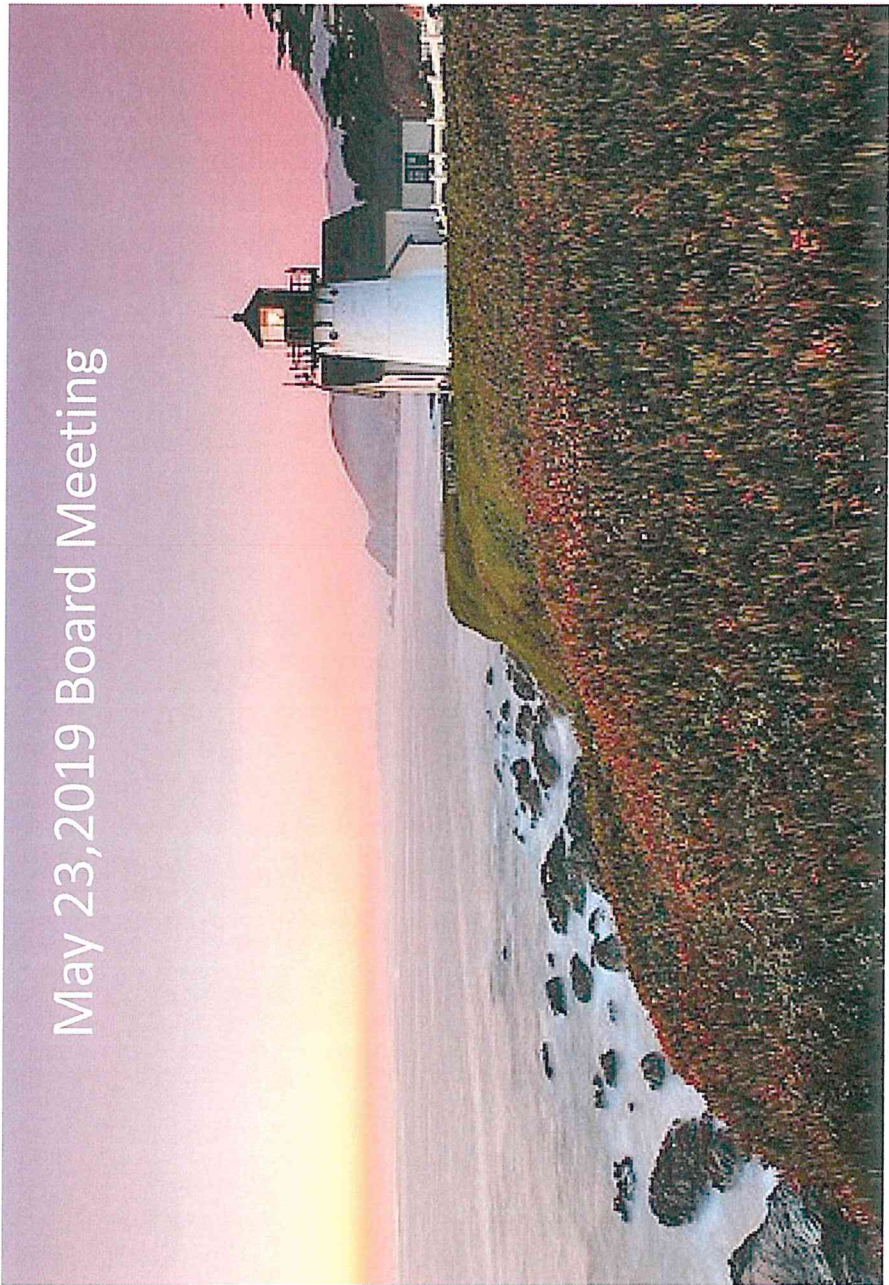
Big Wave Water Main Extension Project

- Installation of a new 12-inch-diameter 4,400-foot-long water main extension required to serve the Big Wave NPA development
- This project will be funded by the developer and is not included in the water connection fee calculations
- **Estimated Cost: \$2,500,000**

MWSD 2019 New Customer CIP - Summary

MWSD 2019 Five-Year New Customer CIP Projects	Estimated Costs (\$)
Water Main Upgrade Program	1,873,451
Existing Well Upgrade Program	780,000
New & Upgraded PRV Stations' Program	1,045,907
Emergency Generator Upgrade Program	702,544
Schoolhouse Booster Pump Station Upgrade	350,000
Portola Tank Telemetry Upgrade	250,000
Develop Additional Supply Reliability	1,700,000
TOTAL	6,701,902
Big Wave Main Extension	2,500,000

Montara Water and Sanitary District 2019 New & Existing Customer CIP



May 23, 2019 Board Meeting



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: June 6, 2019

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager 

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

Budget vs. Actual – Sewer July thru April 2019 Variances over \$2,000:

- 4400 Fees, \$37,458 above Budget – Major increase in the number of remodel fees collected from customers.
- 4610 Property Tax Receipts, \$152,553 above Budget – District received a \$284,537 ERAF distribution in January.
- 4710 Sewer Service Charges, \$222,196 above Budget – In April, District received a \$939,481.16 distribution.
- 4720 Sewer Service Refunds, customer, \$3,333 below Budget – no refunds issued to date.
- **Overall Total Operating Income for the period ending April 30, 2019 was \$419,337 above budget. Total revenue received to date is \$2,834,941.**
- 5400 Legal, \$4,727 above Budget – Several payments made in April Difference due to timing.
- 5610 Accounting, \$4,848 below Budget – Differences due to timing in the billing.
- 5620 Audit, \$2,833 below Budget – Differences due to timing in the billing.
- 5630 Consulting, \$3,631 above Budget – Payment for the monthly benefits of water employees.
- 5800 Labor, \$29,120 above Budget – Employee benefits expenses are larger than expected due to the family composition of staff.
- 6170 Claims, Property Damage, \$3,548 above Budget – Payment made to the State Water Pollution Cleanup & Abatement.
- 6200 Engineering, \$24,566 below Budget – Majority of costs have been capital in nature.
- 6600 Collection/Transmission \$7,783 below Budget – Minimal activity in current year.
- 6920 SAM Operations, \$67,568 above Budget – Two billed paid in April.
- 6940 SAM Maintenance, Collection Sys, \$33,333 below Budget – No activity to date.
- 6950 SAM Maintenance, Pumping, \$7,342 above Budget – One bill paid to date for capitalizable costs related to pumping expenses.
- **Overall Total Operating Expenses for the period ending April 30, 2019 were \$14,584 above Budget.**



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: June 6, 2019

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- **Total overall Expenses for the period ending April 30, 2019 were \$38,221 above budget. For a net ordinary income of \$381,115, budget vs. actual. Actual net ordinary income is \$762,309.**
- 7100 Connection Fees, \$2,429 above Budget – No activity in April.
- 7200 Interest Income, LAIF, \$74,074 above budget – LAIF has been out-performing projections.
- 8000 CIP, \$996,857 below Budget – 1st payment for Sewer improvement project paid in March.
- 9100 Interest Expense – GO Bonds \$10,698 below Budget – Difference due to timing.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: June 6, 2019

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- **Budget vs. Actual – Water July thru April 2019 Variances over \$2,000:**
- 4610 Property Tax Receipts, \$152,553 above Budget – District received a \$284,537 ERAF distribution in January.
- 4740 Testing, Backflow, \$5,086 above Budget – additional collections in April.
- 4810 Water Sales, Domestic, \$8,582 below budget – Increase due to rate increase, increased usage, and timing differences.
- 4850 Water Sales Refunds, Customer, \$2,170 above budget – No refunds were issued in April.
- **Overall Total Operating Income for the period ending April 30, 2019 was \$151,045 above budget. Total revenue received to date is \$2,026,917.**
- **5200 Board of Directors, \$ 2,837 above Budget – Due to elections expense that was not budgeted, expense was expected to be paid in FY 17-18.**
- **5240 CDPH Feeds, \$ 2,387 below Budget – Minimal activity year to date.**
- 5250 Conference Attendance, \$3,615 below Budget – Fees for ACWA and CSDA conferences paid.
- 5400 Legal, \$39,757 below Budget – Majority of resources spent on the Sewer enterprise.
- 5530 Memberships, \$5,153 above Budget – Bay Area Air Quality Management District expenses have been captured under this account inadvertently.
- 5610 Accounting, \$4,847 below Budget -- Differences due to timing in the billing.
- **5620 Audit, \$2,833 below Budget – Differences due to timing in the billing.**
- 5630 Consulting, \$5,659 below Budget – Budgeted projects (actuaries & rate studies) have yet to occur.
- **5720 Telephone & Internet, \$4,396 above Budget – Increase on prices on services not budget.**
- 5800 Labor, \$102,821 below Budget – Major line items to decrease are staff wages due to the District not yet employing the services of a fourth operator.
- 6170 Claims, property Damage, \$8,311 below Budget – Minimal activity in this fiscal year.
- 6180 Communications, \$3,727 above Budget – SCADA system maintenance and purchase of additional equipment.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: June 6, 2019

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 6195 Education & Training, \$4,080 below Budget – Expenses have been held in check through the fiscal year.
- 6200 Engineering, \$221,842 above Budget – Water Quality engineering costs are higher than anticipated due to changes at the State Water Board.
- 6320 Equipment & Tools, Expensed, \$6,496 above Budget – Project taken on by District staff required the acquisition of specialty tools.
- 6400 Pumping, \$13,714 below Budget – True-up bill paid; however, it was not as much as anticipated.
- 6500 Supply, \$27,157 below Budget – Less water purchases than anticipated.
- 6600 Collection/Transmission, \$21,006 above Budget – Several activity in April.
- 6700 Treatment, \$4,980 below budget – Chemicals & Filtering budget and treatment analysis costs held below expectations.
- 6800 Vehicles, \$5,238 below budget – Fuel costs and repair costs have been held below expected.
- **Overall Total Operating Expenses for the period ending April 30, 2019 were \$188,147 above Budget.**
- **Total overall Expenses for the period ending April 30, 2019 were \$41,297 above budget. For a net ordinary income of \$109,748, budgeted vs. actual. Actual net ordinary income is \$596,893.**
- 7100 Connection Fees, \$39,103 above Budget – Two PFP connection sold in April.
- 7600 Bond Revenues, GO Bond, \$82,043 above Budget – Two deposit made in April.
- 8000 CIP, \$43,667 below Budget – \$38,592 of project expenses paid for in April.
- 9100 Interest Expense – GO Bonds \$107,350 below Budget – Difference due to timing.

RECOMMENDATION:

This is for Board information only

Montara Water & Sanitary District Revenue & Expenditures Budget vs. Actual - Sewer July 2018 through April 2019

	Jul '18 - Apr 19	Sewer Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 - Cell Tower Lease	30,507.09	29,583.30	923.79
4400 - Fees			
4410 - Administrative Fee (New Constr)	2,605.00	2,916.70	-311.70
4420 - Administrative Fee (Remodel)	0.00	1,666.70	-1,666.70
4430 - Inspection Fee (New Constr)	2,464.00	2,916.70	-452.70
4440 - Inspection Fee (Remodel)	0.00	3,333.30	-3,333.30
4460 - Remodel Fees	46,555.50	3,333.30	43,222.20
Total 4400 - Fees	51,624.50	14,166.70	37,457.80
4610 - Property Tax Receipts	381,720.16	229,166.70	152,553.46
4710 - Sewer Service Charges	2,349,050.36	2,126,854.20	222,196.16
4720 - Sewer Service Refunds, Customer	0.00	-3,333.30	3,333.30
4760 - Waste Collection Revenues	19,229.93	19,166.70	63.23
4990 - Other Revenue	2,809.01		
Total Income	2,834,941.05	2,415,604.30	419,336.75
Gross Profit	2,834,941.05	2,415,604.30	419,336.75
Expense			
5000 - Administrative			
5190 - Bank Fees	6,124.89	5,416.70	708.19
5200 - Board of Directors			
5210 - Board Meetings	2,930.22	2,083.30	846.92
5220 - Director Fees	1,725.00	3,333.30	-1,608.30
5230 - Election Expenses	4,265.36	4,166.70	98.66
Total 5200 - Board of Directors	8,920.58	9,583.30	-662.72
5250 - Conference Attendance	1,384.13	2,500.00	-1,115.87
5270 - Information Systems	1,402.00	3,333.30	-1,931.30
5300 - Insurance			
5310 - Fidelity Bond	437.50	416.70	20.80
5320 - Property & Liability Insurance	2,215.00	1,666.70	548.30
Total 5300 - Insurance	2,652.50	2,083.40	569.10
5350 - LAFCO Assessment	1,794.00	1,666.70	127.30
5400 - Legal			
5420 - Meeting Attendance, Legal	13.50	7,916.70	-7,903.20
5430 - General Legal	18,159.50	125,000.00	-106,840.50
5440 - Litigation	119,471.02		
Total 5400 - Legal	137,644.02	132,916.70	4,727.32

Montara Water & Sanitary District Revenue & Expenditures Budget vs. Actual - Sewer July 2018 through April 2019

	Jul '18 - Apr 19	Sewer Budget	\$ Over Budget
5510 · Maintenance, Office	6,632.73	6,666.70	-33.97
5520 · Meetings, Local	5.50		
5540 · Office Supplies	5,193.30	6,666.70	-1,473.40
5550 · Postage	1,899.52	2,083.30	-183.78
5560 · Printing & Publishing	2,267.06	4,166.70	-1,899.64
5600 · Professional Services			
5610 · Accounting	20,152.50	25,000.00	-4,847.50
5620 · Audit	8,000.00	10,833.30	-2,833.30
5630 · Consulting	20,297.68	16,666.70	3,630.98
5640 · Data Services	6,079.02	5,000.00	1,079.02
5650 · Labor & HR Support	2,035.00	2,083.30	-48.30
5660 · Payroll Services	795.21	833.30	-38.09
Total 5600 · Professional Services	57,359.41	60,416.60	-3,057.19
5710 · San Mateo Co. Tax Roll Charges	119.00	2,083.30	-1,964.30
5720 · Telephone & Internet	20,217.90	20,000.00	217.90
5730 · Mileage Reimbursement	1,295.76	1,250.00	45.76
5740 · Reference Materials	87.00	166.70	-79.70
5790 · Other Administrative	518.10		
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	16,337.68	13,260.00	3,077.68
5820 · Employee Benefits	44,754.83	29,695.80	15,059.03
5830 · Disability Insurance	1,133.60	1,278.30	-144.70
5840 · Payroll Taxes	12,661.82	14,491.70	-1,829.88
5850 · PARS	13,297.17	12,846.70	450.47
5900 · Wages			
5910 · Management	94,620.56	86,437.50	8,183.06
5920 · Staff	105,015.77	99,205.80	5,809.97
5930 · Staff Certification	1,500.00	1,500.00	0.00
5940 · Staff Overtime	1,434.84	2,286.70	-851.86
Total 5900 · Wages	202,571.17	189,430.00	13,141.17
5960 · Worker's Comp Insurance	1,405.48	2,039.20	-633.72
Total 5800 · Labor	292,161.75	263,041.70	29,120.05
Total 5000 · Administrative	547,679.15	524,041.80	23,637.35
6000 · Operations			
6170 · Claims, Property Damage	20,514.24	16,666.70	3,847.54
6195 · Education & Training	408.96	833.30	-424.34
6200 · Engineering			
6210 · Meeting Attendance, Engineering	0.00	1,666.70	-1,666.70
6220 · General Engineering	27,101.20	50,000.00	-22,898.80
Total 6200 · Engineering	27,101.20	51,666.70	-24,565.50
6320 · Equipment & Tools, Expensed	0.00	833.30	-833.30

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05/21/19

Accrual Basis

Montara Water & Sanitary District Revenue & Expenditures Budget vs. Actual - Sewer July 2018 through April 2019

	Jul '18 - Apr 19	Sewer Budget	\$ Over Budget
6330 - Facilities			
6335 - Alarm Services	4,583.58	4,750.00	-166.42
6337 - Landscaping	1,934.00	2,000.00	-66.00
Total 6330 - Facilities	6,517.58	6,750.00	-232.42
6400 - Pumping			
6410 - Pumping Fuel & Electricity	36,011.07	34,166.70	1,844.37
Total 6400 - Pumping	36,011.07	34,166.70	1,844.37
6600 - Collection/Transmission			
6660 - Maintenance, Collection System	550.00	8,333.30	-7,783.30
Total 6600 - Collection/Transmission	550.00	8,333.30	-7,783.30
6800 - Vehicles			
6810 - Fuel	737.95	833.30	-95.35
6820 - Truck Equipment, Expensed	18.30	133.30	-115.00
6830 - Truck Repairs	269.79	833.30	-563.51
Total 6800 - Vehicles	1,026.04	1,799.90	-773.86
6900 - Sewer Authority Midcoastside			
6910 - SAM Collections	275,291.88	273,363.30	1,928.58
6920 - SAM Operations	1,108,523.80	1,040,955.80	67,568.00
6940 - SAM Maintenance, Collection Sys	0.00	33,333.30	-33,333.30
6950 - SAM Maintenance, Pumping	49,008.35	41,666.70	7,341.65
Total 6900 - Sewer Authority Midcoastside	1,432,824.03	1,389,319.10	43,504.93
Total 6000 - Operations	1,524,953.12	1,510,369.00	14,584.12
Total Expense	2,072,632.27	2,034,410.80	38,221.47
Net Ordinary Income	762,308.78	381,193.50	381,115.28
Other Income/Expense			
Other Income			
7000 - Capital Account Revenues			
7100 - Connection Fees			
7110 - Connection Fees (New Constr)	152,570.00	120,500.00	32,070.00
7120 - Connection Fees (Remodel)	10,030.00	41,666.70	-31,636.70
7130 - Conn. Fees, PFP (New Constr)	1,996.40		
Total 7100 - Connection Fees	164,596.40	162,166.70	2,429.70
7200 - Interest Income - LAIF	99,072.73	25,000.00	74,072.73
Total 7000 - Capital Account Revenues	263,669.13	187,166.70	76,502.43
Total Other Income	263,669.13	187,166.70	76,502.43

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05/21/19

Accrual Basis

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2018 through April 2019

	Jul '18 - Apr 19	Sewer Budget	\$ Over Budget
Other Expense			
8000 - Capital Improvement Program			
8075 - Sewer	2,234,392.71	3,231,250.00	-996,857.29
Total 8000 - Capital Improvement Program	2,234,392.71	3,231,250.00	-996,857.29
9000 - Capital Account Expenses			
9125 - PNC Equipment Lease Interest	14,129.30	14,129.34	-0.04
9200 - I-Bank Loan	12,782.62	23,481.00	-10,698.38
Total 9000 - Capital Account Expenses	26,911.92	37,610.34	-10,698.42
Total Other Expense	2,261,304.63	3,268,860.34	-1,007,555.71
Net Other Income	-1,997,635.50	-3,081,693.64	1,084,058.14
Net Income	-1,235,326.72	-2,700,500.14	1,465,173.42

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2018 through April 2019

	Jul '18 - Apr 19	Water Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 · Cell Tower Lease	30,507.19	29,583.30	923.89
4400 · Fees			
4410 · Administrative Fee (New Constr)	2,084.00	4,583.30	-2,499.30
4420 · Administrative Fee (Remodel)	0.00	750.00	-750.00
4430 · Inspection Fee (New Constr)	1,972.00	4,166.70	-2,194.70
4440 · Inspection Fee (Remodel)	0.00	541.70	-541.70
4450 · Mainline Extension Fees	3,119.20		
4460 · Remodel Fees	1,899.72		
Total 4400 · Fees	9,074.92	10,041.70	-966.78
4510 · Grants	280.00		
4610 · Property Tax Receipts	381,720.11	229,166.70	152,553.41
4740 · Testing, Backflow	18,420.00	13,333.30	5,086.70
4810 · Water Sales, Domestic	1,587,664.97	1,596,246.70	-8,581.73
4850 · Water Sales Refunds, Customer	-4,670.43	-2,500.00	-2,170.43
4990 · Other Revenue	3,920.02		
Total Income	2,026,916.78	1,875,871.70	151,045.08
Gross Profit	2,026,916.78	1,875,871.70	151,045.08
Expense			
5000 · Administrative			
5190 · Bank Fees	2,316.54	2,916.70	-600.16
5200 · Board of Directors			
5210 · Board Meetings	2,930.18	3,333.30	-403.12
5220 · Director Fees	1,725.00	2,750.00	-1,025.00
5230 · Election Expenses	4,265.35		
Total 5200 · Board of Directors	8,920.53	6,083.30	2,837.23
5240 · CDPH Fees	10,529.50	12,916.70	-2,387.20
5250 · Conference Attendance	1,384.13	5,000.00	-3,615.87
5270 · Information Systems	1,402.00	2,500.00	-1,098.00
5300 · Insurance			
5310 · Fidelity Bond	437.50	416.70	20.80
5320 · Property & Liability Insurance	2,215.00	2,250.00	-35.00
Total 5300 · Insurance	2,652.50	2,666.70	-14.20
5350 · LAFCO Assessment	2,520.00	2,083.30	436.70
5400 · Legal			
5420 · Meeting Attendance, Legal	13.50	7,083.30	-7,069.80
5430 · General Legal	17,312.50	50,000.00	-32,687.50
Total 5400 · Legal	17,326.00	57,083.30	-39,757.30

**Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2018 through April 2019**

	<u>Jul '18 - Apr 19</u>	<u>Water Budget</u>	<u>\$ Over Budget</u>
5510 · Maintenance, Office	7,482.35	6,666.70	815.65
5520 · Meetings, Local	1,021.49		
5530 · Memberships	22,236.00	17,083.30	5,152.70
5540 · Office Supplies	6,756.34	5,833.30	923.04
5550 · Postage	7,239.69	5,833.30	1,406.39
5560 · Printing & Publishing	2,478.09	1,666.70	811.39
5600 · Professional Services			
5610 · Accounting	20,152.50	25,000.00	-4,847.50
5620 · Audit	8,000.00	10,833.30	-2,833.30
5630 · Consulting	23,507.91	29,166.70	-5,658.79
5650 · Labor & HR Support	2,035.00	2,083.30	-48.30
5660 · Payroll Services	795.22	833.30	-38.08
Total 5600 · Professional Services	54,490.63	67,916.60	-13,425.97
5710 · San Mateo Co. Tax Roll Charges	119.00		
5720 · Telephone & Internet	25,229.68	20,833.30	4,396.38
5730 · Mileage Reimbursement	1,391.69	1,666.70	-275.01
5740 · Reference Materials	0.00	666.70	-666.70
5790 · Other Adminstrative	-109.21		
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	32,413.81	35,857.50	-3,443.69
5820 · Employee Benefits	66,265.99	66,715.00	-449.01
5830 · Disability Insurance	2,805.10	3,573.30	-768.20
5840 · Payroll Taxes	32,232.68	40,633.30	-8,400.62
5850 · PARS	25,798.39	29,778.30	-3,979.91
5900 · Wages			
5910 · Management	94,620.48	86,437.50	8,182.98
5920 · Staff	297,135.95	355,670.00	-58,534.05
5930 · Staff Certification	7,575.00	9,500.00	-1,925.00
5940 · Staff Overtime	38,595.24	57,778.30	-19,183.06
5950 · Staff Standby	20,473.74	21,769.20	-1,295.46
Total 5900 · Wages	458,400.41	531,155.00	-72,754.59
5960 · Worker's Comp Insurance	6,405.76	19,430.80	-13,025.04
Total 5800 · Labor	624,322.14	727,143.20	-102,821.06
Total 5000 · Administrative	799,709.09	946,559.80	-146,850.71
6000 · Operations			
6160 · Backflow Prevention	576.26	833.30	-257.04
6170 · Claims, Property Damage	21.75	8,333.30	-8,311.55
6180 · Communications			
6185 · SCADA Maintenance	12,060.65	8,333.30	3,727.35
Total 6180 · Communications	12,060.65	8,333.30	3,727.35
6195 · Education & Training	3,420.01	7,500.00	-4,079.99

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2018 through April 2019

	Jul '18 - Apr 19	Water Budget	\$ Over Budget
6200 - Engineering			
6210 - Meeting Attendance, Engineering	0.00	416.70	-416.70
6220 - General Engineering	20,925.55	37,500.00	-16,574.45
6230 - Water Quality Engineering	322,166.12	83,333.30	238,832.82
Total 6200 - Engineering	343,091.67	121,250.00	221,841.67
6320 - Equipment & Tools, Expensed	10,663.16	4,166.70	6,496.46
6330 - Facilities			
6335 - Alarm Services	665.58	666.70	-1.12
6337 - Landscaping	4,361.95	5,000.00	-638.05
Total 6330 - Facilities	5,027.53	5,666.70	-639.17
6370 - Lab Supplies & Equipment	2,111.85	1,666.70	445.15
6400 - Pumping			
6410 - Pumping Fuel & Electricity	59,941.08	75,000.00	-15,058.92
6420 - Pumping Maintenance, Generators	13,742.56	8,333.30	5,409.26
6430 - Pumping Maintenance, General	207.57	4,166.70	-3,959.13
6440 - Pumping Equipment, Expensed	477.71	583.30	-105.59
Total 6400 - Pumping	74,368.92	88,083.30	-13,714.38
6500 - Supply			
6510 - Maintenance, Raw Water Mains	1,857.02	1,750.00	107.02
6520 - Maintenance, Wells	7,621.12	8,333.30	-712.18
6530 - Water Purchases	6,781.42	33,333.30	-26,551.88
Total 6500 - Supply	16,259.56	43,416.60	-27,157.04
6600 - Collection/Transmission			
6610 - Hydrants	-570.00	833.30	-1,403.30
6620 - Maintenance, Water Mains	64,905.91	41,666.70	23,239.21
6630 - Maintenance, Water Svc Lines	8,545.83	16,666.70	-8,120.87
6640 - Maintenance, Tanks	108.61	833.30	-724.69
6650 - Maint., Distribution General	7,340.57	5,833.30	1,507.27
6660 - Maintenance, Collection System	413.98		
6670 - Meters	8,177.42	2,083.30	6,094.12
Total 6600 - Collection/Transmission	88,922.32	67,916.60	21,005.72
6700 - Treatment			
6710 - Chemicals & Filtering	2,931.37	25,000.00	-22,068.63
6720 - Maintenance, Treatment Equip.	19,369.69	3,333.30	16,036.39
6730 - Treatment Analysis	36,051.98	35,000.00	1,051.98
Total 6700 - Treatment	58,353.04	63,333.30	-4,980.26
6770 - Uniforms	8,964.47	10,000.00	-1,035.53

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Accrual Basis

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2018 through April 2019

	Jul '18 - Apr 19	Water Budget	\$ Over Budget
6800 - Vehicles			
6810 - Fuel	4,796.71	6,666.70	-1,869.99
6820 - Truck Equipment, Expensed	103.69	833.30	-729.61
6830 - Truck Repairs	1,528.79	4,166.70	-2,637.91
Total 6800 - Vehicles	6,429.19	11,666.70	-5,237.51
6890 - Other Operations	43.48		
Total 6000 - Operations	630,313.86	442,166.50	188,147.36
Total Expense	1,430,022.95	1,388,726.30	41,296.65
Net Ordinary Income	596,893.83	487,145.40	109,748.43
Other Income/Expense			
Other Income			
7000 - Capital Account Revenues			
7100 - Connection Fees			
7110 - Connection Fees (New Constr)	112,692.00	144,183.30	-31,491.30
7130 - Conn. Fees, PFP (New Constr)	135,228.93	66,666.70	68,562.23
7140 - Conn. Fees, PFP (Remodel)	2,032.40		
Total 7100 - Connection Fees	249,953.33	210,850.00	39,103.33
7600 - Bond Revenues, G.O.	1,040,739.64	958,696.70	82,042.94
Total 7000 - Capital Account Revenues	1,290,692.97	1,169,546.70	121,146.27
Total Other Income	1,290,692.97	1,169,546.70	121,146.27
Other Expense			
8000 - Capital Improvement Program			
8100 - Water	357,165.38	400,833.30	-43,667.92
Total 8000 - Capital Improvement Program	357,165.38	400,833.30	-43,667.92
9000 - Capital Account Expenses			
9075 - PFP Connection Expenses	6,135.00		
9100 - Interest Expense - GO Bonds	145,171.26	252,521.00	-107,349.74
9125 - PNC Equipment Lease Interest	14,129.32	14,129.34	-0.02
9150 - SRF Loan	39,938.40	39,917.44	20.96
9210 - Conservation Program/Rebates	1,500.00	1,666.70	-166.70
Total 9000 - Capital Account Expenses	206,873.98	308,234.48	-101,360.50
Total Other Expense	564,039.36	709,067.78	-145,028.42
Net Other Income	726,653.61	460,478.92	266,174.69
Net Income	1,323,547.44	947,624.32	375,923.12

Montara Water & Sanitary District
Restricted and Non Restricted Cash Assets
July 2018 through June 2019

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	2,527,401.70	2,272,516.58	2,196,490.71	1,364,083.77	1,531,356.14	2,510,774.87	2,079,956.56	1,948,543.50	646,069.41	1,995,242.22					
Sewer - Reserve Accounts															
LAIF -															
Capital Reserve	3,786,797.70	3,786,797.70	3,786,797.70	3,810,640.78	3,810,640.78	3,810,640.78	3,810,640.78	3,837,302.34	3,837,302.34	3,865,146.05			2,589,500.00	1,197,297.70	146%
Connection Fees Reserve	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00			194,600.00	-	100%
Operating Reserve	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00			406,882.00	-	100%
Sub-total	4,388,279.70	4,388,279.70	4,388,279.70	4,412,122.78	4,412,122.78	4,412,122.78	4,412,122.78	4,438,784.34	4,438,784.34	4,466,628.05	-	-			
Water - Operations															
Wells Fargo Operating - Water	886,304.60	900,197.83	915,718.26	930,168.60	945,981.14	960,107.69	974,995.09	988,257.51	1,000,982.20	1,013,623.35					
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			945,817.00	(547,568.00)	42%
Connection Fees Reserve	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00			253,020.00	-	100%
SRF Reserve	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00			48,222.00	-	100%
Operating Reserve	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00			277,745.00	(231,736.00)	17%
Sub-total	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	-	-			
Water - Restricted accounts															
First Republic Bank - Water															
Acquisition & Improvement Fund	376.13	346.13	316.13	286.13	346.13	316.13	-	-	-	-					
Cost of issuance	62.94	32.94	2.94	-	-	-	-	-	-	-					
GO Bonds Fund	1,514,515.09	939,297.05	940,709.77	940,709.77	940,709.77	959,237.50	1,517,717.30	998,775.44	999,647.28	1,405,134.78					
Sub-total	1,514,954.16	939,676.12	941,028.84	940,995.90	941,055.90	959,553.63	1,517,717.30	998,775.44	999,647.28	1,405,134.78	-	-			
Total Cash and equivalents	10,062,440.16	9,246,170.23	9,187,017.51	8,392,871.05	8,576,015.96	9,588,058.97	9,730,291.73	9,119,860.79	7,830,983.23	9,626,128.40	-	-			

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2018 through June 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL				
													Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget	
Ordinary Income/Expense																	
Income																	
4220 · Cell Tower Lease	3,046.20	3,046.20	3,046.20	3,046.20	3,046.20	3,046.20	3,046.20	3,046.20	3,046.20	3,091.29			30,507.09	32,541.67	-2,034.58	93.75%	
4400 · Fees																	
4410 · Administrative Fee (New Constr)		1,563.00			521.00		521.00						2,605.00	3,208.33	-603.33	81.2%	
4420 · Administrative Fee (Remodel)													1,833.33	-1,833.33			
4430 · Inspection Fee (New Constr)		1,480.00			492.00		492.00						2,464.00	3,208.33	-744.33	76.8%	
4440 · Inspection Fee (Remodel)													3,666.67	-3,666.67			
4460 · Remodel Fees	20,010.50	612.50	22,485.00	114.00	114.00	1,095.00	365.00			1,759.50			46,555.50	3,666.67	42,888.83	1,269.69%	
Total 4400 · Fees	20,010.50	3,655.50	22,485.00	114.00	1,127.00	1,095.00	1,378.00			1,759.50			51,624.50	15,583.33	36,041.17	331.28%	
4610 · Property Tax Receipts			635.07	227.05	24,855.28	111,582.72	143,262.88	18,011.22	589.57	82,556.37			381,720.16	252,083.33	129,636.83	151.43%	
4710 · Sewer Service Charges		909.70				1,305,969.41		102,690.09		939,481.16			2,349,050.36	2,339,539.58	9,510.78	100.41%	
4720 · Sewer Service Refunds, Customer														-3,666.67	3,666.67		
4760 · Waste Collection Revenues	1,054.27	3,013.27	1,067.16	2,616.64	1,008.41	2,556.69	983.35	3,113.36	861.78	2,955.00			19,229.93	21,083.33	-1,853.40	91.21%	
4990 · Other Revenue		512.29	1,100.00	1,000.00	139.01	13.07		44.64					2,809.01				
Total Income	24,110.97	11,136.96	28,333.43	7,003.89	30,175.90	1,424,263.09	148,670.43	126,905.51	4,497.55	1,029,843.32			2,834,941.05	2,657,164.57	177,776.48	106.69%	
Gross Profit	24,110.97	11,136.96	28,333.43	7,003.89	30,175.90	1,424,263.09	148,670.43	126,905.51	4,497.55	1,029,843.32			2,834,941.05	2,657,164.57	177,776.48	106.69%	
Expense																	
5000 · Administrative																	
5190 · Bank Fees	2,741.45	348.18	388.21	368.24	383.39	343.48	405.12	405.02	381.43	360.37			6,124.89	5,958.33	166.56	102.8%	
5200 · Board of Directors																	
5210 · Board Meetings	20.92	125.00		148.73		135.64	1,715.36	294.92	139.65	350.00			2,930.22	2,291.67	638.55	127.86%	
5220 · Director Fees		187.50	262.50	375.00		187.50	187.50	225.00		300.00			1,725.00	3,666.67	-1,941.67	47.05%	
5230 · Election Expenses										4,265.36			4,265.36	4,583.33	-317.97	93.06%	
Total 5200 · Board of Directors	20.92	312.50	262.50	523.73		323.14	1,902.86	519.92	139.65	4,915.36			8,920.58	10,541.67	-1,621.09	84.62%	
5250 · Conference Attendance	111.63							1,025.00		247.50			1,384.13	2,750.00	-1,365.87	50.33%	
5270 · Information Systems	1,079.50						60.00			262.50			1,402.00	3,666.67	-2,264.67	38.24%	
5300 · Insurance																	
5310 · Fidelity Bond		437.50											437.50	458.33	-20.83	95.46%	
5320 · Property & Liability Insurance			2,215.00										2,215.00	1,833.33	381.67	120.82%	
Total 5300 · Insurance		437.50	2,215.00										2,652.50	2,291.66	360.84	115.75%	
5350 · LAFCO Assessment								1,794.00					1,794.00	1,833.33	-39.33	97.86%	
5400 · Legal																	
5420 · Meeting Attendance, Legal				13.50									13.50	8,708.33	-8,694.83	0.16%	
5430 · General Legal				5,900.00		7,334.50	2,212.50		712.50	2,000.00			18,159.50	137,500.00	-119,340.50	13.21%	
5440 · Litigation	2,450.00		24,430.00	22,780.00		19,844.57	11,925.00		6,045.00	31,996.45			119,471.02				

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2018 through June 2019

												TOTAL				
	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
Total 5400 - Legal	2,450.00		24,430.00	28,693.50		27,179.07	14,137.50		6,757.50	33,996.45			137,644.02	146,208.33	-8,564.31	94.14%
5510 - Maintenance, Office		528.74	100.00	160.00		2,586.21	160.00	2,277.15	342.63	478.00			6,632.73	7,333.33	-700.60	90.45%
5520 - Meetings, Local										5.50			5.50			
5540 - Office Supplies	234.38	354.80	170.75	652.04		1,003.32	505.58	1,685.88	154.78	431.77			5,193.30	7,333.33	-2,140.03	70.82%
5550 - Postage	77.67	100.50	94.81	741.00	406.44	300.93			77.67	100.50			1,899.52	2,291.67	-392.15	82.89%
5560 - Printing & Publishing	86.83	45.44	549.38	53.77	834.52	545.10	42.24	55.93		53.85			2,267.06	4,583.33	-2,316.27	49.46%
5600 - Professional Services																
5610 - Accounting		2,050.00		8,400.00		2,250.00	3,700.00	1,602.50	2,150.00				20,152.50	27,500.00	-7,347.50	73.28%
5620 - Audit				5,000.00			3,000.00						8,000.00	11,916.67	-3,916.67	67.13%
5630 - Consulting	1,338.25	375.00		3,385.56		386.25	7,962.60	617.50	3,158.75	3,073.77			20,297.68	18,333.33	1,964.35	110.72%
5640 - Data Services		6,079.02											6,079.02	5,500.00	579.02	110.53%
5650 - Labor & HR Support	203.50	203.50	203.50	203.50		407.00	203.50	203.50	203.50	203.50			2,035.00	2,291.67	-256.67	88.8%
5660 - Payroll Services	71.08	73.30	73.30	73.30	72.19	72.19	139.22	72.19	73.30	75.14			795.21	916.67	-121.46	86.75%
Total 5600 - Professional Services	1,612.83	8,780.82	276.80	17,062.36	72.19	3,115.44	15,005.32	2,495.69	5,585.55	3,352.41			57,359.41	66,458.34	-9,098.93	86.31%
5710 - San Mateo Co. Tax Roll Charges				119.00									119.00	2,291.67	-2,172.67	5.19%
5720 - Telephone & Internet	1,440.07	1,496.77	154.48	3,974.09	233.36	2,082.20	2,093.78	4,119.47	165.65	4,458.03			20,217.90	22,000.00	-1,782.10	91.9%
5730 - Mileage Reimbursement				878.91		154.02		70.38		192.45			1,295.76	1,375.00	-79.24	94.24%
5740 - Reference Materials								87.00					87.00	183.33	-96.33	47.46%
5790 - Other Administrative						448.24	69.86						518.10			
5800 - Labor																
5810 - CalPERS 457 Deferred Plan	1,293.41	1,337.49	1,235.40	1,348.41	1,315.65	1,013.60	4,892.71	1,264.04	1,312.15	1,324.82			16,337.68	14,586.00	1,751.68	112.01%
5820 - Employee Benefits	7,618.22	3,809.11	6,167.81	3,809.11	3,809.11	3,908.29	3,908.29	3,908.30	3,908.30	3,908.29			44,754.83	32,665.42	12,089.41	137.01%
5830 - Disability Insurance	113.36	113.36	113.36	113.36		113.36	113.36	226.72		226.72			1,133.60	1,406.17	-272.57	80.62%
5840 - Payroll Taxes	1,352.50	981.57	877.41	1,011.95	1,029.84	910.65	2,115.40	1,426.44	1,468.02	1,488.04			12,661.82	15,940.83	-3,279.01	79.43%
5850 - PARS	1,265.24	1,301.24	1,210.88	1,305.65	1,274.08	1,287.04	1,849.89	1,236.12	1,267.72	1,299.31			13,297.17	14,131.33	-834.16	94.1%
5900 - Wages																
5910 - Management	9,584.73	8,381.34	8,381.34	8,381.34	8,381.34	9,025.51	16,246.24	8,746.24	8,746.24	8,746.24			94,620.56	95,081.25	-460.69	99.52%
5920 - Staff	10,472.97	11,003.05	9,730.60	11,244.04	11,142.76	10,043.07	11,100.04	9,705.60	10,018.08	10,555.56			105,015.77	109,126.42	-4,110.65	96.23%
5930 - Staff Certification	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00			1,500.00	1,650.00	-150.00	90.91%
5940 - Staff Overtime	43.56	89.28		245.52	580.32		156.24	44.64	275.28				1,434.84	2,515.33	-1,080.49	57.04%
Total 5900 - Wages	20,251.26	19,623.67	18,261.94	20,020.90	20,254.42	19,218.58	27,652.52	18,646.48	19,189.60	19,451.80			202,571.17	208,373.00	-5,801.83	97.22%
5960 - Worker's Comp Insurance							679.73			725.75			1,405.48	2,243.08	-837.60	62.66%
Total 5800 - Labor	31,893.99	27,166.44	27,866.80	27,609.38	27,683.10	26,451.52	41,211.90	26,708.10	27,145.79	28,424.73			292,161.75	289,345.83	2,815.92	100.97%
Total 5000 - Administrative	41,749.27	39,571.69	56,508.73	80,836.02	29,613.00	64,532.67	75,594.16	41,243.54	40,750.65	77,279.42			547,679.15	576,445.82	-28,766.67	95.01%
6000 - Operations																
6170 - Claims, Property Damage	339.30				16,050.00	893.72	731.22	2,500.00					20,514.24	18,333.33	2,180.91	111.9%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2018 through June 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL			
													Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
6195 · Education & Training						408.96							408.96	916.67	-507.71	44.61%
6200 · Engineering																
6210 · Meeting Attendance, Engineering														1,833.33	-1,833.33	
6220 · General Engineering		2,184.00		6,784.70		1,001.00		7,196.00		9,935.50			27,101.20	55,000.00	-27,898.80	49.28%
Total 6200 · Engineering		2,184.00		6,784.70		1,001.00		7,196.00		9,935.50			27,101.20	56,833.33	-29,732.13	47.69%
6320 · Equipment & Tools, Expensed														916.67	-916.67	
6330 · Facilities																
6335 · Alarm Services	518.82	391.80	444.30	518.82		836.10	391.80	518.82	444.30	518.82			4,583.58	5,225.00	-641.42	87.72%
6337 · Landscaping		190.00	218.00	218.00	218.00	218.00	218.00	218.00	218.00	218.00			1,934.00	2,200.00	-266.00	87.91%
Total 6330 · Facilities	518.82	581.80	662.30	736.82	218.00	1,054.10	609.80	736.82	662.30	736.82			6,517.58	7,425.00	-907.42	87.78%
6400 · Pumping																
6410 · Pumping Fuel & Electricity	3,313.73	3,759.06	5.26	6,043.52	332.02	3,126.59	3,307.90	12,564.26	10.19	3,548.54			36,011.07	37,583.33	-1,572.26	95.82%
Total 6400 · Pumping	3,313.73	3,759.06	5.26	6,043.52	332.02	3,126.59	3,307.90	12,564.26	10.19	3,548.54			36,011.07	37,583.33	-1,572.26	95.82%
6600 · Collection/Transmission																
6660 · Maintenance, Collection System									550.00				550.00	9,166.67	-8,616.67	6.0%
Total 6600 · Collection/Transmission									550.00				550.00	9,166.67	-8,616.67	6.0%
6800 · Vehicles																
6810 · Fuel	117.48		89.21					531.26					737.95	916.67	-178.72	80.5%
6820 · Truck Equipment, Expensed								18.30					18.30	146.67	-128.37	12.48%
6830 · Truck Repairs	31.45		207.61					30.73					269.79	916.67	-646.88	29.43%
Total 6800 · Vehicles	148.93		296.82					580.29					1,026.04	1,980.01	-953.97	51.82%
6900 · Sewer Authority Midcoastside																
6910 · SAM Collections				83,937.57		54,672.66	27,336.33	54,672.66	27,336.33	27,336.33			275,291.88	300,699.67	-25,407.79	91.55%
6920 · SAM Operations	104,095.58	104,095.58	104,095.58	104,095.58		104,095.58	104,095.58	208,191.16	104,095.58	171,663.58			1,108,523.80	1,145,051.42	-36,527.62	96.81%
6940 · SAM Maintenance, Collection Sys														36,666.67	-36,666.67	
6950 · SAM Maintenance, Pumping				12,025.16			8,024.43	26,423.25	2,535.51				49,008.35	45,833.33	3,175.02	106.93%
Total 6900 · Sewer Authority Midcoastside	104,095.58	104,095.58	104,095.58	200,058.31		158,768.24	139,456.34	289,287.07	133,967.42	198,999.91			1,432,824.03	1,528,251.09	-95,427.06	93.76%
Total 6000 · Operations	108,416.36	110,620.44	105,059.96	213,623.35	16,600.02	165,252.61	144,105.26	312,864.44	135,189.91	213,220.77			1,524,953.12	1,661,406.10	-136,452.98	91.79%
Total Expense	150,165.63	150,192.13	161,568.69	294,459.37	46,213.02	229,785.28	219,699.42	354,107.98	175,940.56	290,500.19			2,072,632.27	2,237,851.92	-165,219.65	92.62%
Net Ordinary Income	-126,054.66	-139,055.17	-133,235.26	-287,455.48	-16,037.12	1,194,477.81	-71,028.99	-227,202.47	-171,443.01	739,343.13			762,308.78	419,312.65	342,996.13	181.8%
Other Income/Expense																
Other Income																

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2018 through June 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL			
													Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
7000 - Capital Account Revenues																
7100 - Connection Fees																
7110 - Connection Fees (New Constr)	24,913.00	24,913.00		5,085.00			64,089.00		33,570.00				152,570.00	132,550.00	20,020.00	115.1%
7120 - Connection Fees (Remodel)			6,979.00			1,017.00	1,017.00	1,017.00					10,030.00	45,833.33	-35,803.33	21.88%
7130 - Conn. Fees, PFP (New Constr)	1,996.40												1,996.40			
Total 7100 - Connection Fees	26,909.40	24,913.00	6,979.00	5,085.00		1,017.00	65,106.00	1,017.00	33,570.00				164,596.40	178,383.33	-13,786.93	92.27%
7200 - Interest Income - LAIF	20,724.38			23,843.08			26,661.56			27,843.71			99,072.73	25,000.00	74,072.73	396.29%
Total 7000 - Capital Account Revenues	47,633.78	24,913.00	6,979.00	28,928.08		1,017.00	91,767.56	1,017.00	33,570.00	27,843.71			263,669.13	203,383.33	60,285.80	129.64%
Total Other Income	47,633.78	24,913.00	6,979.00	28,928.08		1,017.00	91,767.56	1,017.00	33,570.00	27,843.71			263,669.13	203,383.33	60,285.80	129.64%
Other Expense																
8000 - Capital Improvement Program																
8075 - Sewer		164,486.00		464,869.52		587,590.09		32,639.75	961,452.35	23,355.00			2,234,392.71	3,554,375.00	-1,319,982.29	62.86%
Total 8000 - Capital Improvement Program		164,486.00		464,869.52		587,590.09		32,639.75	961,452.35	23,355.00			2,234,392.71	3,554,375.00	-1,319,982.29	62.86%
9000 - Capital Account Expenses																
9125 - PNC Equipment Lease Interest	1,460.18	2,890.09		2,847.57		1,407.77	1,397.05	1,386.32	1,375.55	1,364.77			14,129.30	15,472.05	-1,342.75	91.32%
9200 - I-Bank Loan	1,263.57						11,519.05						12,782.62	23,481.00	-10,698.38	54.44%
Total 9000 - Capital Account Expenses	2,723.75	2,890.09		2,847.57		1,407.77	12,916.10	1,386.32	1,375.55	1,364.77			26,911.92	38,953.05	-12,041.13	69.09%
Total Other Expense	2,723.75	167,376.09		467,717.09		588,997.86	12,916.10	34,026.07	962,827.90	24,719.77			2,261,304.63	3,593,328.05	-1,332,023.42	62.93%
Net Other Income	44,910.03	-142,463.09	6,979.00	-438,789.01		-587,980.86	78,851.46	-33,009.07	-929,257.90	3,123.94			-1,997,635.50	-3,389,944.72	1,392,309.22	58.93%
Net Income	-81,144.63	-281,518.26	-126,256.26	-726,244.49	-16,037.12	606,496.95	7,822.47	-260,211.54	-1,100,700.91	742,467.07			-1,235,326.72	-2,970,632.07	1,735,305.35	41.59%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2018 through June 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL				
													Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget	
Ordinary Income/Expense																	
Income																	
4220 - Cell Tower Lease	3,046.21	3,046.21	3,046.21	3,046.21	3,046.21	3,046.21	3,046.21	3,046.21	3,046.21	3,091.30			30,507.19	32,541.67	-2,034.48	93.75%	
4400 - Fees																	
4410 - Administrative Fee (New Constr)		521.00		521.00	521.00		521.00						2,084.00	5,041.67	-2,957.67	41.34%	
4420 - Administrative Fee (Remodel)														825.00	-825.00		
4430 - Inspection Fee (New Constr)		496.00		492.00	492.00		492.00						1,972.00	4,583.33	-2,611.33	43.03%	
4440 - Inspection Fee (Remodel)														595.83	-595.83		
4450 - Mainline Extension Fees							3,119.20						3,119.20				
4460 - Remodel Fees	354.00				1,180.72		365.00						1,899.72				
4470 - Other Fees																	
Total 4400 - Fees	354.00	1,017.00		1,013.00	2,193.72		4,497.20						9,074.92	11,045.83	-1,970.91	82.16%	
4510 - Grants		280.00											280.00				
4610 - Property Tax Receipts			635.08	227.05	24,855.26	111,582.71	143,262.88	18,011.21	589.56	82,556.36			381,720.11	252,083.33	129,636.78	151.43%	
4740 - Testing, Backflow					3,372.00	3,990.00	3,876.00	4,218.00		2,964.00			18,420.00	14,666.67	3,753.33	125.59%	
4760 - Waste Collection Revenues																	
4810 - Water Sales, Domestic	137,894.95	219,361.79	180,259.41	153,393.09	164,406.51	149,854.70	178,648.23	120,737.76	139,344.40	143,764.13			1,587,664.97	1,755,871.33	-168,206.36	90.42%	
4850 - Water Sales Refunds, Customer		-818.04	-1,416.61				-1,027.88	-1,342.99	-64.91				-4,670.43	-2,750.00	-1,920.43	169.83%	
4990 - Other Revenue		512.30	1,100.00	1,570.00	139.01	13.07	570.00	15.64					3,920.02				
Total Income	141,295.16	223,399.26	183,624.09	159,249.35	198,012.71	268,486.69	332,872.64	144,685.83	142,915.26	232,375.79			2,026,916.78	2,063,458.83	-36,542.05	98.23%	
Gross Profit	141,295.16	223,399.26	183,624.09	159,249.35	198,012.71	268,486.69	332,872.64	144,685.83	142,915.26	232,375.79			2,026,916.78	2,063,458.83	-36,542.05	98.23%	
Expense																	
5000 - Administrative																	
5190 - Bank Fees	1,057.50	60.00	61.57	32.94	-60.00	30.00		137.03	997.50				2,316.54	3,208.33	-891.79	72.2%	
5200 - Board of Directors																	
5210 - Board Meetings	20.92	125.00		148.71		135.63	1,715.36	294.91	139.65	350.00			2,930.18	3,666.67	-736.49	79.91%	
5220 - Director Fees		187.50	262.50	375.00		187.50	187.50	225.00		300.00			1,725.00	3,025.00	-1,300.00	57.03%	
5230 - Election Expenses										4,265.35			4,265.35				
Total 5200 - Board of Directors	20.92	312.50	262.50	523.71		323.13	1,902.86	519.91	139.65	4,915.35			8,920.53	6,691.67	2,228.86	133.31%	
5240 - CDPH Fees						2,286.00		8,243.50					10,529.50	14,208.33	-3,678.83	74.11%	
5250 - Conference Attendance	111.63							1,025.00		247.50			1,384.13	5,500.00	-4,115.87	25.17%	
5270 - Information Systems	1,079.50						60.00			262.50			1,402.00	2,750.00	-1,348.00	50.98%	
5300 - Insurance																	
5310 - Fidelity Bond		437.50											437.50	458.33	-20.83	95.46%	
5320 - Property & Liability Insurance			2,215.00										2,215.00	2,475.00	-260.00	89.5%	
Total 5300 - Insurance		437.50	2,215.00										2,652.50	2,933.33	-280.83	90.43%	

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2018 through June 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL			
													Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
5350 · LAFCO Assessment								2,520.00					2,520.00	2,291.67	228.33	109.96%
5400 · Legal																
5420 · Meeting Attendance, Legal				13.50									13.50	7,791.67	-7,778.17	0.17%
5430 · General Legal				3,850.00		7,312.50	2,412.50		1,612.50	2,125.00			17,312.50	55,000.00	-37,687.50	31.48%
Total 5400 · Legal				3,863.50		7,312.50	2,412.50		1,612.50	2,125.00			17,326.00	62,791.67	-45,465.67	27.59%
5510 · Maintenance, Office		880.60	220.85	201.51	56.63	2,713.76	160.00	2,277.15	342.62	629.23			7,482.35	7,333.33	149.02	102.03%
5520 · Meetings, Local						689.46		326.53		5.50			1,021.49			
5530 · Memberships		269.00		6,740.00		15,227.00							22,236.00	18,791.67	3,444.33	118.33%
5540 · Office Supplies	234.37	979.73	170.75	1,590.24		1,003.31	505.57	1,685.88	154.77	431.72			6,756.34	6,416.67	339.67	105.29%
5550 · Postage	698.47	615.66	94.80	1,943.05	406.43	804.87	517.35	1,595.15	77.67	486.24			7,239.69	6,416.67	823.02	112.83%
5560 · Printing & Publishing	86.82	45.43	549.37	53.78	834.52	545.10	42.25	263.94		56.88			2,478.09	1,833.33	644.76	135.17%
5600 · Professional Services																
5610 · Accounting		2,050.00		8,400.00		2,250.00	3,700.00	1,602.50	2,150.00				20,152.50	27,500.00	-7,347.50	73.28%
5620 · Audit				5,000.00			3,000.00						8,000.00	11,916.67	-3,916.67	67.13%
5630 · Consulting	1,923.25	375.00		3,385.56		386.25	7,962.59	617.50	3,158.75	5,699.01			23,507.91	32,083.33	-8,575.42	73.27%
5650 · Labor & HR Support	203.50	203.50	203.50	203.50		407.00	203.50	203.50	203.50	203.50			2,035.00	2,291.67	-256.67	88.8%
5660 · Payroll Services	71.08	73.30	73.30	73.30	72.19	72.19	139.23	72.19	73.30	75.14			795.22	916.67	-121.45	86.75%
5690 · Other Professional Services																
Total 5600 · Professional Services	2,197.83	2,701.80	276.80	17,062.36	72.19	3,115.44	15,005.32	2,495.69	5,585.55	5,977.65			54,490.63	74,708.34	-20,217.71	72.94%
5710 · San Mateo Co. Tax Roll Charges				119.00									119.00			
5720 · Telephone & Internet	2,085.07	2,637.72	154.49	4,378.96	233.35	2,488.94	2,093.78	6,134.46	165.64	4,857.27			25,229.68	22,916.67	2,313.01	110.09%
5730 · Mileage Reimbursement				974.85		154.01		70.38		192.45			1,391.69	1,833.33	-441.64	75.91%
5740 · Reference Materials														733.33	-733.33	
5790 · Other Administrative				176.00		448.23	-869.50			136.06			-109.21			
5800 · Labor																
5810 · CalPERS 457 Deferred Plan	2,994.72	2,955.32	2,708.19	2,981.44	3,052.06	2,564.63	6,567.58	2,796.58	2,891.69	2,901.60			32,413.81	39,443.25	-7,029.44	82.18%
5820 · Employee Benefits	12,335.62	6,167.81	3,809.11	6,167.81	6,167.81	6,323.57	6,323.57	6,323.56	6,323.56	6,323.57			66,265.99	73,386.50	-7,120.51	90.3%
5830 · Disability Insurance	280.51	280.51	280.51	280.51		280.51	280.51	561.02		561.02			2,805.10	3,930.67	-1,125.57	71.36%
5840 · Payroll Taxes	3,386.07	2,947.62	2,695.50	3,001.50	3,108.64	2,804.33	4,114.23	3,335.01	3,418.21	3,421.57			32,232.68	44,696.67	-12,463.99	72.11%
5850 · PARS	2,499.83	2,591.96	2,333.24	2,596.38	2,560.04	2,514.60	3,194.36	2,405.25	2,506.08	2,596.65			25,798.39	32,756.17	-6,957.78	78.76%
5900 · Wages																
5910 · Management	9,584.72	8,381.32	8,381.32	8,381.32	8,381.33	9,025.51	16,246.24	8,746.24	8,746.24	8,746.24			94,620.48	95,081.25	-460.77	99.52%
5920 · Staff	29,431.49	31,019.87	27,262.39	31,063.11	30,047.42	28,826.40	31,481.20	27,969.94	29,398.48	30,635.65			297,135.95	391,237.00	-94,101.05	75.95%
5930 · Staff Certification	600.00	650.00	650.00	650.00	950.00	800.00	800.00	800.00	825.00	850.00			7,575.00	10,450.00	-2,875.00	72.49%
5940 · Staff Overtime	5,183.35	3,200.36	3,770.54	3,853.31	5,927.44	3,367.40	3,485.39	3,785.32	3,563.31	2,458.82			38,595.24	63,556.17	-24,960.93	60.73%
5950 · Staff Standby	2,034.26	2,072.54	1,964.04	2,080.21	2,122.46	1,953.37	1,767.96	2,293.49	2,149.55	2,035.86			20,473.74	23,946.08	-3,472.34	85.5%
Total 5900 · Wages	46,833.82	45,324.09	42,028.29	46,027.95	47,428.65	43,972.68	53,780.79	43,594.99	44,682.58	44,726.57			458,400.41	584,270.50	-125,870.09	78.46%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2018 through June 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL			
													Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
5960 · Worker's Comp Insurance							3,193.27			3,212.49			6,405.76	21,373.92	-14,968.16	29.97%
Total 5800 · Labor	68,330.57	60,267.31	53,854.84	61,055.59	62,317.20	58,460.32	77,454.31	59,016.41	59,822.12	63,743.47			624,322.14	799,857.68	-175,535.54	78.05%
Total 5000 · Administrative	75,902.68	69,207.25	57,860.97	98,715.49	63,860.32	95,602.07	99,284.44	86,311.03	68,898.02	84,066.82			799,709.09	1,041,216.02	-241,506.93	76.81%
6000 · Operations																
6160 · Backflow Prevention							464.95		111.31				576.26	916.67	-340.41	62.86%
6170 · Claims, Property Damage		21.75											21.75	9,166.67	-9,144.92	0.24%
6180 · Communications																
6185 · SCADA Maintenance		6,300.00		2,503.19		3,257.46							12,060.65	9,166.67	2,893.98	131.57%
Total 6180 · Communications		6,300.00		2,503.19		3,257.46							12,060.65	9,166.67	2,893.98	131.57%
6195 · Education & Training	1,498.58	200.00	166.09	522.55		200.00		720.00		112.79			3,420.01	8,250.00	-4,829.99	41.46%
6200 · Engineering																
6210 · Meeting Attendance, Engineering														458.33	-458.33	
6220 · General Engineering		1,785.00	2,033.75	4,149.30		2,625.00	1,035.00	2,410.00	2,127.50	4,760.00			20,925.55	41,250.00	-20,324.45	50.73%
6230 · Water Quality Engineering		38,201.29	21,065.50	39,120.00		79,243.11	38,053.76	32,944.02	22,060.36	51,478.08			322,166.12	91,666.67	230,499.45	351.45%
Total 6200 · Engineering		39,986.29	23,099.25	43,269.30		81,868.11	39,088.76	35,354.02	24,187.86	56,238.08			343,091.67	133,375.00	209,716.67	257.24%
6320 · Equipment & Tools, Expensed	1,525.40	1,001.58	305.35	1,013.20	207.68	1,024.08	1,846.93	960.10	336.35	2,442.49			10,663.16	4,583.33	6,079.83	232.65%
6330 · Facilities																
6335 · Alarm Services	127.02		52.50	127.02		52.50		127.02	52.50	127.02			665.58	733.33	-67.75	90.76%
6337 · Landscaping		497.95	483.00	483.00	483.00	483.00	483.00	483.00	483.00	483.00			4,361.95	5,500.00	-1,138.05	79.31%
6330 · Facilities - Other																
Total 6330 · Facilities	127.02	497.95	535.50	610.02	483.00	535.50	483.00	610.02	535.50	610.02			5,027.53	6,233.33	-1,205.80	80.66%
6370 · Lab Supplies & Equipment		460.08		493.92		733.44			424.41				2,111.85	1,833.33	278.52	115.19%
6400 · Pumping																
6410 · Pumping Fuel & Electricity	6,089.22	6,538.30	1,571.22	10,330.63	1,937.73	5,707.95	4,472.38	15,045.61	2,409.57	5,838.47			59,941.08	82,500.00	-22,558.92	72.66%
6420 · Pumping Maintenance, Generators		185.82	428.62			4,732.49	124.31	207.57		8,063.75			13,742.56	9,166.67	4,575.89	149.92%
6430 · Pumping Maintenance, General		207.57											207.57	4,583.33	-4,375.76	4.53%
6440 · Pumping Equipment, Expensed								477.71					477.71	641.67	-163.96	74.45%
Total 6400 · Pumping	6,089.22	6,931.69	1,999.84	10,330.63	1,937.73	10,440.44	4,596.69	15,730.89	2,409.57	13,902.22			74,368.92	96,891.67	-22,522.75	76.76%
6500 · Supply																
6510 · Maintenance, Raw Water Mains				1,445.65	35.85	187.98	187.54						1,857.02	1,925.00	-67.98	96.47%
6520 · Maintenance, Wells		2,189.25		192.25		1,891.00	815.00	2,533.62					7,621.12	9,166.67	-1,545.55	83.14%
6530 · Water Purchases				6,781.42									6,781.42	36,666.67	-29,885.25	18.5%
Total 6500 · Supply		2,189.25		8,419.32	35.85	2,078.98	1,002.54	2,533.62					16,259.56	47,758.34	-31,498.78	34.05%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2018 through June 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL				
													Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget	
6600 - Collection/Transmission																	
6610 - Hydrants		-570.00											-570.00	916.67	-1,486.67	-62.18%	
6620 - Maintenance, Water Mains		6,313.73	6,374.76			25.99	6,526.61	13,501.78		32,163.04			64,905.91	45,833.33	19,072.58	141.61%	
6630 - Maintenance, Water Svc Lines						36.87		7,608.20	900.76				8,545.83	18,333.33	-9,787.50	46.61%	
6640 - Maintenance, Tanks										108.61			108.61	916.67	-808.06	11.85%	
6650 - Maint., Distribution General						27.45	398.37		6,885.41	29.34			7,340.57	6,416.67	923.90	114.4%	
6660 - Maintenance, Collection System						413.98							413.98				
6670 - Meters			2,214.89				2,603.46		3,359.07				8,177.42	2,291.67	5,885.75	356.83%	
Total 6600 - Collection/Transmission		5,743.73	8,589.65			504.29	9,528.44	21,109.98	11,145.24	32,300.99			88,922.32	74,708.34	14,213.98	119.03%	
6700 - Treatment																	
6710 - Chemicals & Filtering		193.52	292.50	570.92		486.02	304.50	193.52	310.50	579.89			2,931.37	27,500.00	-24,568.63	10.66%	
6720 - Maintenance, Treatment Equip.	7.16	10.09	9,686.80	696.40		243.21	307.43	1,966.84	2,060.48	4,391.28			19,369.69	3,666.67	15,703.02	528.26%	
6730 - Treatment Analysis	61.80	374.60	6,598.10	602.60		7,787.10	5,861.80	2,240.78	9,927.99	2,597.21			36,051.98	38,500.00	-2,448.02	93.64%	
Total 6700 - Treatment	68.96	578.21	16,577.40	1,869.92		8,516.33	6,473.73	4,401.14	12,298.97	7,568.38			58,353.04	69,666.67	-11,313.63	83.76%	
6770 - Uniforms	1,024.15	814.00	905.15	829.35		1,618.62	716.67	741.30	688.65	1,626.58			8,964.47	11,000.00	-2,035.53	81.5%	
6800 - Vehicles																	
6810 - Fuel	665.72	594.74	-89.21	1,218.67		543.59	770.13	478.05		615.02			4,796.71	7,333.33	-2,536.62	65.41%	
6820 - Truck Equipment, Expensed				108.64				-4.95					103.69	916.67	-812.98	11.31%	
6830 - Truck Repairs	178.20	595.30	581.16	42.88				131.25					1,528.79	4,583.33	-3,054.54	33.36%	
6800 - Vehicles - Other																	
Total 6800 - Vehicles	843.92	1,190.04	491.95	1,370.19		543.59	770.13	604.35		615.02			6,429.19	12,833.33	-6,404.14	50.1%	
6890 - Other Operations				43.48									43.48				
Total 6000 - Operations	11,177.25	65,914.57	52,670.18	71,275.07	2,664.26	111,320.84	64,971.84	82,765.42	52,137.86	115,416.57			630,313.86	486,383.35	143,930.51	129.59%	
Total Expense	87,079.93	135,121.82	110,531.15	169,990.56	66,524.58	206,922.91	164,256.28	169,076.45	121,035.88	199,483.39			1,430,022.95	1,527,599.37	-97,576.42	93.61%	
Net Ordinary Income	54,215.23	88,277.44	73,092.94	-10,741.21	131,488.13	61,563.78	168,616.36	-24,390.62	21,879.38	32,892.40			596,893.83	535,859.46	61,034.37	111.39%	
Other Income/Expense																	
Other Income																	
7000 - Capital Account Revenues																	
7100 - Connection Fees																	
7110 - Connection Fees (New Constr)		17,457.00		19,203.00			55,863.00	17,457.00	2,712.00				112,692.00	158,601.67	-45,909.67	71.05%	
7130 - Conn. Fees, PFP (New Constr)		8,706.00	11,910.73	8,706.00			66,539.31	13,920.87	17,357.00	8,089.02			135,228.93	73,333.33	61,895.60	184.4%	
7140 - Conn. Fees, PFP (Remodel)		2,032.40											2,032.40				
Total 7100 - Connection Fees		28,195.40	11,910.73	27,909.00			122,402.31	31,377.87	20,069.00	8,089.02			249,953.33	231,935.00	18,018.33	107.77%	

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2018 through June 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL			
													Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
7600 - Bond Revenues, G.O.			1,412.72	1,349.22	17,178.51	556,471.28	4,256.18	53,712.39	871.84	405,487.50			1,040,739.64	1,054,566.33	-13,826.69	98.69%
Total 7000 - Capital Account Revenues		28,195.40	13,323.45	29,258.22	17,178.51	556,471.28	126,658.49	85,090.26	20,940.84	413,576.52			1,290,692.97	1,286,501.33	4,191.64	100.33%
Total Other Income		28,195.40	13,323.45	29,258.22	17,178.51	556,471.28	126,658.49	85,090.26	20,940.84	413,576.52			1,290,692.97	1,286,501.33	4,191.64	100.33%
Other Expense																
8000 - Capital Improvement Program																
8100 - Water		5,337.50	11,684.01	34,053.37	1,260.00	46,761.10	150,066.79	49,732.76	19,677.85	38,592.00			357,165.38	440,916.67	-83,751.29	81.01%
Total 8000 - Capital Improvement Program		5,337.50	11,684.01	34,053.37	1,260.00	46,761.10	150,066.79	49,732.76	19,677.85	38,592.00			357,165.38	440,916.67	-83,751.29	81.01%
9000 - Capital Account Expenses																
9075 - PFP Connection Expenses				6,135.00									6,135.00			
9100 - Interest Expense - GO Bonds		20,593.81						124,577.45					145,171.26	252,521.00	-107,349.74	57.49%
9125 - PNC Equipment Lease Interest	1,460.19	2,890.10		2,847.56		1,407.77	1,397.06	1,386.32	1,375.56	1,364.76			14,129.32	15,472.05	-1,342.73	91.32%
9150 - SRF Loan						39,938.40							39,938.40	78,455.00	-38,516.60	50.91%
9210 - Conservation Program/Rebates		300.00		400.00		600.00	100.00	100.00					1,500.00	1,833.33	-333.33	81.82%
Total 9000 - Capital Account Expenses	1,460.19	23,783.91		9,382.56		41,946.17	1,497.06	126,063.77	1,375.56	1,364.76			206,873.98	348,281.38	-141,407.40	59.4%
Total Other Expense	1,460.19	29,121.41	11,684.01	43,435.93	1,260.00	88,707.27	151,563.85	175,796.53	21,053.41	39,956.76			564,039.36	789,198.05	-225,158.69	71.47%
Net Other Income	-1,460.19	-926.01	1,639.44	-14,177.71	15,918.51	467,764.01	-24,905.36	-90,706.27	-112.57	373,619.76			726,653.61	497,303.28	229,350.33	146.12%
Net Income	52,755.04	87,351.43	74,732.38	-24,918.92	147,406.64	529,327.79	143,711.00	-115,096.89	21,766.81	406,512.16			1,323,547.44	1,033,162.74	290,384.70	128.11%

Montara Water & Sanitary District Funds Balance Sheet As of April 30, 2019

	Sewer	Water	TOTAL
ASSETS			
Current Assets			
Checking/Savings			
Sewer - Bank Accounts			
Wells Fargo Operating - Sewer	1,995,242.22	0.00	1,995,242.22
LAIF Investment Fund			
Capital Reserve	3,865,146.05	0.00	3,865,146.05
Connection Fees Reserve	194,600.00	0.00	194,600.00
Operating Reserve	406,882.00	0.00	406,882.00
Total LAIF Investment Fund	4,466,628.05	0.00	4,466,628.05
Total Sewer - Bank Accounts	6,461,870.27	0.00	6,461,870.27
Water - Bank Accounts			
Wells Fargo Operating - Water	0.00	1,013,623.35	1,013,623.35
Capital Reserve	0.00	398,249.00	398,249.00
Operating Reserve	0.00	46,009.00	46,009.00
SRF Reserve	0.00	48,222.00	48,222.00
Restricted Cash			
Connection Fees Reserve	0.00	253,020.00	253,020.00
GO Bonds Fund	0.00	1,405,134.78	1,405,134.78
Total Restricted Cash	0.00	1,658,154.78	1,658,154.78
Total Water - Bank Accounts	0.00	3,164,258.13	3,164,258.13
Total Checking/Savings	6,461,870.27	3,164,258.13	9,626,128.40
Accounts Receivable			
Sewer - Accounts Receivable			
Accounts Receivable	-1,738.64	0.00	-1,738.64
Sewer - Accounts Receivable - Ot...	9,420.21	0.00	9,420.21
Total Sewer - Accounts Receivable	7,681.57	0.00	7,681.57
Water - Accounts Receivable			
Accounts Receivable	0.00	-2,772.63	-2,772.63
Accounts Rec. - Backflow	0.00	16,959.11	16,959.11
Accounts Rec. - Water Residents	0.00	180,269.45	180,269.45
Unbilled Water Receivables	0.00	259,634.72	259,634.72
Total Water - Accounts Receivable	0.00	454,090.65	454,090.65
Total Accounts Receivable	7,681.57	454,090.65	461,772.22
Other Current Assets			
Due from Kathryn Slater-Carter	232.31	382.31	614.62
Maint/Parts Inventory	0.00	42,656.32	42,656.32
Prepaid Refuse Charges	16,968.67	0.00	16,968.67
Total Other Current Assets	17,200.98	43,038.63	60,239.61
Total Current Assets	6,486,752.82	3,661,387.41	10,148,140.23
Fixed Assets			
Sewer - Fixed Assets			
General Plant	3,690,152.50	0.00	3,690,152.50
Land	5,000.00	0.00	5,000.00
Other Capital Improv.			
Sewer-Original Cost	685,599.18	0.00	685,599.18
Other Cap. Improv.	2,564,810.39	0.00	2,564,810.39
Total Other Capital Improv.	3,250,409.57	0.00	3,250,409.57

Montara Water & Sanitary District Funds Balance Sheet As of April 30, 2019

Seal Cove Collection System	995,505.00	0.00	995,505.00
Sewage Collection Facility			
Collection Facility - Org. Cost	1,349,064.00	0.00	1,349,064.00
Collection Facility - Other	3,991,243.33	0.00	3,991,243.33
Total Sewage Collection Facility	5,340,307.33	0.00	5,340,307.33
Treatment Facility	244,539.84	0.00	244,539.84
Accumulated Depreciation	-8,463,505.00	0.00	-8,463,505.00
Total Sewer - Fixed Assets	5,062,409.24	0.00	5,062,409.24
Water - Fixed Assets			
General Plant	0.00	26,866,754.62	26,866,754.62
Land & Easements	0.00	734,500.00	734,500.00
Surface Water Rights	0.00	300,000.00	300,000.00
Water Meters	0.00	1,058,985.00	1,058,985.00
Fixed Assets - Other	0.00	48,171.78	48,171.78
Accumulated Depreciation	0.00	-10,818,472.00	-10,818,472.00
Total Water - Fixed Assets	0.00	18,189,939.40	18,189,939.40
Total Fixed Assets	5,062,409.24	18,189,939.40	23,252,348.64
Other Assets			
Sewer - Other Assets			
Def'd Amts Related to Pensions	101,367.00	0.00	101,367.00
Due from Water Fund	-450,349.95	0.00	-450,349.95
Joint Power Authority			
SAM - Orig Collection Facility	981,592.00	0.00	981,592.00
SAM - Expansion	1,705,955.08	0.00	1,705,955.08
Total Joint Power Authority	2,687,547.08	0.00	2,687,547.08
Total Sewer - Other Assets	2,338,564.13	0.00	2,338,564.13
Water - Other Assets			
Def'd Amts Related to Pensions	0.00	190,536.00	190,536.00
Bond Acquisition Cost OID	0.00	47,864.40	47,864.40
Bond Issue Cost	0.00	51,409.55	51,409.55
Total Water - Other Assets	0.00	289,809.95	289,809.95
Total Other Assets	2,338,564.13	289,809.95	2,628,374.08
TOTAL ASSETS	13,887,726.19	22,141,136.76	36,028,862.95
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable - Sewer	526,873.63	0.00	526,873.63
Accounts Payable - Water	0.00	281,171.49	281,171.49
Total Accounts Payable	526,873.63	281,171.49	808,045.12
Other Current Liabilities			
Water - Net Pension Liability	0.00	-52,155.00	-52,155.00
Sewer - Net Pension Liability	-27,826.00	0.00	-27,826.00
Sewer - Current Liabilities			
Accrued Vacations	5,532.92	0.00	5,532.92
Deposits Payable	22,671.73	0.00	22,671.73
PNC Equip. Loan - S/T	8,832.97	0.00	8,832.97
Total Sewer - Current Liabilities	37,037.62	0.00	37,037.62

Montara Water & Sanitary District
Funds Balance Sheet
As of April 30, 2019

Water - Current Liabilities			
Accrued Vacations	0.00	14,310.99	14,310.99
Deposits Payable	0.00	38,368.43	38,368.43
PFP Water Deposits	0.00	4,302.50	4,302.50
PNC Equip. Loan - S/T	0.00	8,832.94	8,832.94
SRF Loan Payable X102 - Current	0.00	42,456.30	42,456.30
SRF Loan Payable X109 - Current	0.00	84,479.41	84,479.41
Temporary Construction Meter	0.00	6,541.22	6,541.22
Total Water - Current Liabilities	0.00	199,291.79	199,291.79
Payroll Liabilities			
Employee Benefits Payable	8,331.70	0.00	8,331.70
Total Payroll Liabilities	8,331.70	0.00	8,331.70
Total Other Current Liabilities	17,543.32	147,136.79	164,680.11
Total Current Liabilities	544,416.95	428,308.28	972,725.23
Long Term Liabilities			
Sewer - Long Term Liabilities			
Accrued Vacations	8,801.76	0.00	8,801.76
I-Bank Loan	755,347.13	0.00	755,347.13
PNC Equip. Loan - L/T	541,886.32	0.00	541,886.32
Total Sewer - Long Term Liabilities	1,306,035.21	0.00	1,306,035.21
Water - Long Term Liabilities			
Accrued Vacations	0.00	10,041.80	10,041.80
Deferred on Refunding	0.00	-187,712.00	-187,712.00
Due to Sewer Fund	0.00	-450,349.95	-450,349.95
GO Bonds - L/T	0.00	9,705,129.52	9,705,129.52
PNC Equip. Loan - L/T	0.00	541,886.37	541,886.37
SRF Loan Payable - X102	0.00	42,900.63	42,900.63
SRF Loan Payable - X109	0.00	3,214,657.45	3,214,657.45
Total Water - Long Term Liabilities	0.00	12,876,553.82	12,876,553.82
Deferred Inflows (Pensions)			
Sewer	21,452.00	0.00	21,452.00
Water	0.00	40,208.00	40,208.00
Total Deferred Inflows (Pensions)	21,452.00	40,208.00	61,660.00
Total Long Term Liabilities	1,327,487.21	12,916,761.82	14,244,249.03
Total Liabilities	1,871,904.16	13,345,070.10	15,216,974.26
Equity			
Sewer - Equity Accounts			
Capital Assets Net	3,408,252.20	0.00	3,408,252.20
Fund Balance - Unrestricted	8,646,292.87	0.00	8,646,292.87
Retained Earnings	38,766.74	0.00	38,766.74
Total Sewer - Equity Accounts	12,093,311.81	0.00	12,093,311.81
Water - Equity Accounts			
Capital Assets Net	0.00	2,868,858.70	2,868,858.70
Restricted Debt Service	0.00	1,384,997.90	1,384,997.90
Unrestricted	0.00	-1,562,801.59	-1,562,801.59
Retained Earnings	0.00	-38,766.74	-38,766.74
Total Water - Equity Accounts	0.00	2,652,288.27	2,652,288.27
Equity Adjustment Account	1,157,836.94	4,820,230.95	5,978,067.89
Net Income	-1,235,326.72	1,323,547.44	88,220.72
Total Equity	12,015,822.03	8,796,066.66	20,811,888.69
TOTAL LIABILITIES & EQUITY	13,887,726.19	22,141,136.76	36,028,862.95



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 6, 2019**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

A handwritten signature in blue ink, appearing to be 'CH'.

SUBJECT: SAM Flow Report for April 2019

The Sewer Authority Mid-Coastside (SAM) will present the April flow report to the SAM Board on June 10. The report will be made available to the MWSD board with the next consent agenda.

RECOMMENDATION:

Review and file.

Attachments



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: June 6, 2019

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

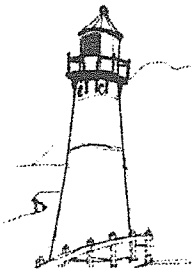
SUBJECT: Review of Current Investment Portfolio

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 April 2019 the rate was 2.445.
- 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: June 6, 2019

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Connection Permit Applications Received

As of June 6, 2019 the following new Sewer Connection Permit application was received since the last report:

Date of Application	Property Owner	Site Address	Home Size
05-22-19	Emily Humphreys	655 Vue De Mar, Moss Beach	SFD

As of June 6, 2019 the following new Water (Private Fire Sprinkler) Connection Permit application was received since the last report:

Date of Application	Property Owner	Site Address	Home Size
05-22-19	Emily Humphreys	655 Vue De Mar, Moss Beach	SFD

As of June 6, 2019 the following new Water Connection Permit application was received since the last report:

Date of App.	Property Owner	Site Address	Home Size	Type of Connection
05-22-19	Emily Humphreys	655 Vue De Mar, Moss Beach	SFD	Domestic

RECOMMENDATION:

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



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: June 6th, 2019

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.

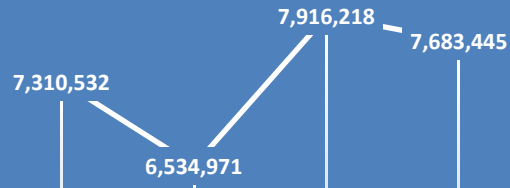
RECOMMENDATION:

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

Attachments: 2

TOTAL PRODUCTION 2019(GALLONS)

GALLONS



	January	February	March	April	May	June	July	August	September	October	November	December
Total Production (Gallons)	7,310,532	6,534,971	7,916,218	7,683,445								

MONTH



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting of: June 6th, 2019

TO: BOARD OF DIRECTORS

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

FROM: Clemens Heldmaier, General Manager

SUBJECT: Rain Report

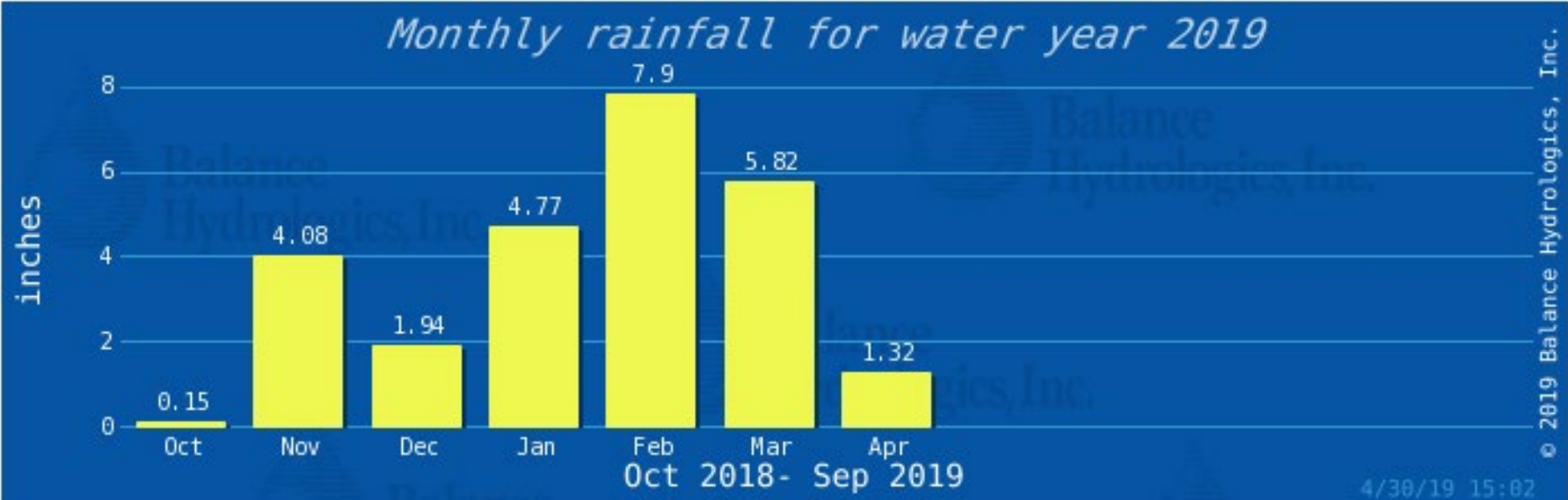
The attached chart shows the monthly rainfall at Alta Vista Treatment Plant for the current and prior water years along with seven-year average rain fall.

RECOMMENDATION:

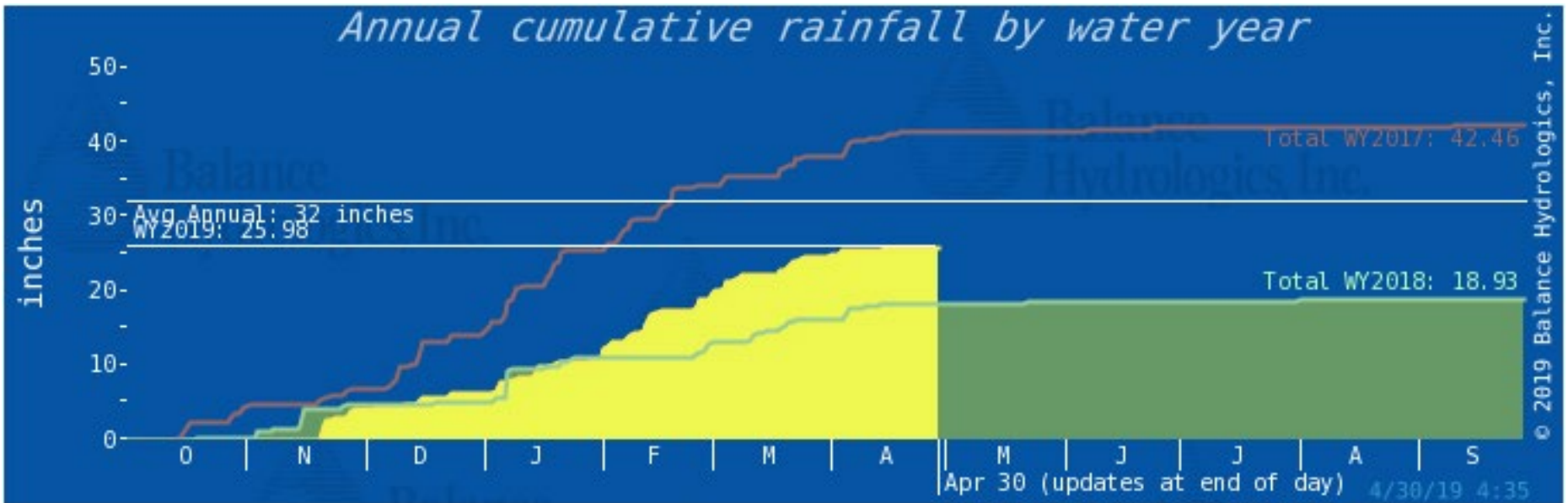
No action is required. These reports are provided for the Board's information only.

Attachments: 2

Monthly Cumulative Rainfall



Annual Cumulative Rainfall





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: June 6th, 2019

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 42809 kWh and saved 72775 lbs of CO₂.

RECOMMENDATION:

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

Attachments: 1



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 6, 2019**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Monthly Public Agency Retirement Service
Report for February 2019.**

The District has received the monthly PARS report for March 2019.

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



**Montara Water and San
Retirement Enhancement Plan**

**Monthly Account Report for the Period
3/1/2019 to 3/31/2019**

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

Plan ID: P7-REP15A

Account Summary

Source	Beginning Balance as of 3/1/2019	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 3/31/2019
Contributions	\$700,712.86	\$7,719.51	\$8,689.05	\$314.49	\$1,063.36	\$0.00	\$715,743.57
TOTAL	\$700,712.86	\$7,719.51	\$8,689.05	\$314.49	\$1,063.36	\$0.00	\$715,743.57

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	1.23%	10.69%	4.97%	9.04%	-	-	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: **June 6, 2019**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Review and Possible Action Concerning Draft
Water and Sewer Budget.**

The draft Budget was presented at the May 2 and May 23 Board Meetings. The Finance Committee met on May 29 and recommended several changes to the draft budget.

On the sewer side the Prop 218 approved 20% rate increase applied for this coming FY 19/20 results in a Sewer Service Charge increase of \$457,987. However, the existing law suit from Half Moon Bay, increased financial needs at SAM, and continuing need to improve existing infrastructure result in a serious cash flow deficit. Sewer Reserves can offset some of the increased cash need for next FY. The 2017 Sewer Rate Study identified already the need to assess rates once more for the FY 20/21.

On the water side the Prop 218 approved 3% rate increase for the coming FY 19/20 will not result in a significant increase in water sales income. Continued need for capital improvements result also in a negative cash flow. The water reserves were already depleted in the prior Fiscal Year and are in need to be increased as soon as possible. Current rates will not be able to sustain the cash needs on the water side.

RECOMMENDATION:

Review the draft budget and refer once more to the Finance Committee and staff to reduce CIP amounts for the coming FY. Authorize District Counsel to prepare an interfund loan not to exceed \$500,000 from the Sewer to the Water Fund. Authorize the General Manager to initiate a water rate study to be implemented in FY 19/20. Authorize the General Manager to initiate a sewer rate study for FY 20/21. The finalized budget and CIPs will be presented for adoption at the June 20 meeting.

Attachments

MWSD 2019-20 Budget Prep Schedule of changes

- 1 Water & Sewer - operations and non-operations actuals have been updated as of 4/30. Projections have been updated accordingly.
- 2 Proposed budgets for all accounts have been updated
- 3 Water CIP has been updated per SRT 5 year plan - not included in excel workbook (potential issues being worked out).
- 4 Debt projections have been updated
- 5 Salary Schedule has been updated with COLA increase of 3.2%
- 6 Labor and Payroll has been updated assuming a merit increase for all employees.
- 7 Healthcare benefits, disability & WC have been updated based on actuals.
- 8 Operators OT has been estimated based on current year projections
- 9 Water Sales figure of \$1,947,000 is used as a placeholder. No discussion has taken place as to its merits
- 10 Sewer CIP updated
- 11 Sewer - Legal - increased + 150000
- 12 Water - consulting increase - \$50K
- 13 Water - legal increase + 150K
- 14 Water - Water engineering - +180K+50K
- 15 Sewer - conference attendance - increased \$2K
- 16 Sewer - pumping increase \$4K
- 17 Sewer - increase landscaping - \$1,200
- 18 Sewer - connection fees - increased \$50K
- 19 Water - water purchases, moved back to flat
- 20 Water - 6710 - increase to \$20K
- 21 Water - fuel - Increase to \$10K fuel increase expected
- 22 Water - connections - decreased to \$150K
- 23 Water - PFP - increase \$10K
- 24 Water - increased water rebate \$1,000
- 25
- 26
- 27



Montara Water & Sanitary

Budgeted Cash Flow - Sewer

Fiscal year 2019-2020

Cash flow summary
Operating cash flow

Operating income	FY 2018-2019	FY 2019-2020	Variance (%)	Variance (\$)
Sewer Service Charges	\$ 2,548,225	\$ 3,006,212	17.97%	\$ 457,987
Cell Tower Lease	\$ 35,500	\$ 37,000	4.23%	\$ 1,500
Fees & Other	\$ 17,000	\$ 23,100	35.88%	\$ 6,100
Property Tax	\$ 275,000	\$ 275,000	0.00%	\$ -
Waste Collection Revenues	\$ 23,000	\$ 23,000	0.00%	\$ -
Total operating income	\$ 2,898,725	\$ 3,364,312		
Operating expenses				
Personnel	\$ (315,649)	\$ (347,854)	10.20%	\$ 32,205
Professional Services	\$ (232,000)	\$ (337,700)	45.56%	\$ 105,700
Facilities & Administration	\$ (55,600)	\$ (56,950)	2.43%	\$ 1,350
Engineering	\$ (62,000)	\$ (62,000)	0.00%	\$ -
Pumping	\$ (41,000)	\$ (45,000)	9.76%	\$ 4,000
Sewer Authority Mid-Coastside	\$ (1,667,183)	\$ (1,960,688)	17.60%	\$ 293,505
All other Accounts	\$ (67,860)	\$ (69,860)	2.95%	\$ 2,000
Total operating expenses	\$ (2,441,292)	\$ (2,880,052)		
Net Cash Flow Provided by Operations	\$ 457,433	\$ 484,260		
Investment cash flow				
Investment income				
Interest Revenue	\$ 25,000	\$ 50,000	100.00%	\$ 25,000
Total investment income	\$ 25,000	\$ 50,000		
Investment expenses				
Capital Improvement Program	\$ (3,877,500)	\$ (2,579,385)	-33.48%	\$ (1,298,115)
Total investment expenses	\$ (3,877,500)	\$ (2,579,385)		
Net Cash Flow Used by Investments	\$ (3,852,500)	\$ (2,529,385)		
Financing cash flow				
Financing income				
Connection Fees	\$ 194,600	\$ 165,000	-15.21%	\$ (29,600)
Total financing income	\$ 194,600	\$ 165,000		
Financing expenses				
Loan Interest Expense	\$ (40,307)	\$ (37,803)	-6.21%	\$ (2,504)
Loan Principal Payment	\$ (81,092)	\$ (87,133)	7.45%	\$ 6,041
Total financing expenses	\$ (121,399)	\$ (124,936)		
Net Cash Flow Provided by Financing Activities	\$ 73,201	\$ 40,064		
Overall projected cash flow	\$ (3,321,867)	\$ (2,005,061)		
Transfer from Sewer Reserves	\$ 3,321,867	\$ 2,005,061		*
Net cash flow	\$ -	\$ -		

* Please see discussion of Sewer reserve funds on page 23. In addition, please review the Sewer CIP project summary list on page 17.



Montara Water & Sanitary

Budgeted Cash Flow - Water

Fiscal year 2019-2020

Cash flow summary

Operating cash flow

Operating income	FY 2018-2019	FY 2019-2020	Variance (%)	Variance (\$)
Water Sales	\$ 1,912,496	\$ 1,944,000	1.65%	\$ 31,504
Cell Tower Lease	\$ 35,500	\$ 37,000	4.23%	\$ 1,500
Fees & Other	\$ 12,050	\$ 14,000	16.18%	\$ 1,950
Property Tax	\$ 275,000	\$ 275,000	0.00%	\$ -
Backflow Testing & Other	\$ 16,000	\$ 18,000	12.50%	\$ 2,000
Total operating income	\$ 2,251,046	\$ 2,288,000		
Operating expenses				
Personnel	\$ (872,572)	\$ (879,965)	0.85%	\$ 7,393
Professional Services	\$ (150,000)	\$ (365,000)	143.33%	\$ 215,000
Facilities & Administration	\$ (58,500)	\$ (64,300)	9.91%	\$ 5,800
Engineering	\$ (145,500)	\$ (380,500)	161.51%	\$ 235,000
Pumping	\$ (105,700)	\$ (105,700)	0.00%	\$ -
Supply	\$ (52,100)	\$ (47,500)	-8.83%	\$ (4,600)
Collection/Transmission	\$ (81,500)	\$ (82,500)	1.23%	\$ 1,000
Treatment	\$ (76,000)	\$ (85,000)	11.84%	\$ 9,000
All Other Accounts	\$ (124,600)	\$ (127,350)	2.21%	\$ 2,750
Total operating expenses	\$ (1,666,472)	\$ (2,137,815)		
Net Cash Flow Provided by Operations	\$ 584,574	\$ 150,185		
Investment cash flow				
Investment income				
GO Bonds, Assessment Receipts	\$ 1,150,436	\$ 1,150,436	0.00%	\$ -
Total investment income	\$ 1,150,436	\$ 1,150,436		
Investment expenses				
Capital Improvement Program	\$ (481,000)	\$ (1,133,500)	135.65%	\$ 652,500
Total investment expenses	\$ (481,000)	\$ (1,133,500)		
Net Cash Flow Used by Investments	\$ 669,436	\$ 16,936		
Financing cash flow				
Financing income				
Connection Fees	\$ 253,020	\$ 280,000	10.66%	\$ 26,980
Total financing income	\$ 253,020	\$ 280,000		
Financing expenses				
Long Term Debt - Interest Expense	\$ (347,802)	\$ (318,633)	-8.39%	\$ (29,169)
Long Term Debt - Principal Payment	\$ (1,200,079)	\$ (1,189,448)	-0.89%	\$ (10,631)
Total financing expenses	\$ (1,547,881)	\$ (1,508,081)		
Net Cash Flow Provided by Financing Activities	\$ (1,294,861)	\$ (1,228,081)		
Overall projected cash flow	\$ (40,851)	\$ (1,060,960)		
Transfer from Water Reserves	\$ (40,851)	\$ (1,060,960)	*	
Net cash flow	\$ -	\$ -		

* Please see discussion of Water reserve funds on page 22.

MWSD — Fiscal Year 2019-20 Operations Budget - SEWER ENTERPRISE

Operating Revenue	GL Codes	2016-17	2017-18	Approved	Income/Exp	% To date	Projected	Projected as	Proposed	Increase/(Decrease) from 2018-2019 \$	Increase/(decrease) %
		Actual	Actual	Budget 2018-19	enditures as of April 30, 2019			% of Budget	amounts 2019-20		
Cell Tower Lease:	4220	34,427	35,632	35,500	30,507	85.94%	36,608	103.12%	37,000	1,500	4.23%
Administrative Fees (New Construction):	4410	3,409	4,040	3,500	2,605	74.43%	3,126	89.31%	3,600	100	2.86%
Administrative Fees (Remodel):	4420	1,448	0	2,000	0	0.00%	0	0.00%	2,000	0	0.00%
Inspection Fees (New Construction):	4430	3,220	3,339	3,500	2,464	70.40%	2,957	84.48%	3,500	0	0.00%
Inspection Fees (Remodel):	4440	3,748	0	4,000	0	0.00%	0	0.00%	4,000	0	0.00%
Mainline Extension Fees:	4450		1,500		0	0.00%	0	0.00%		0	#DIV/0!
Remodel Fees:	4460	15,844	10,278	4,000	46,556	1163.90%	55,867	1396.68%	10,000	6,000	150.00%
Grants:	4510		0			0.00%	0	0.00%		0	#DIV/0!
Property Tax Receipts:	4610	340,018	367,805	275,000	381,720	138.81%	400,000	145.46%	275,000	0	0.00%
Sewer Service Charges:	4710	1,975,325	2,053,963	2,552,225	2,349,050	92.04%	2,552,225	100.00%	3,010,212	457,987	17.94%
Sewer Service Refunds, Customer:	4720	(10,530)	(2,343)	(4,000)	0	0.00%	0	0.00%	(4,000)	0	0.00%
Waste Collection Revenues:	4760	23,130	21,677	23,000	19,230	83.61%	23,076	100.33%	23,000	0	0.00%
Other Revenue:	4990	433	3,378		2,809	100.00%	3,000	100.00%			
Total Operating Revenue:		2,390,473	2,499,269	2,898,725	2,834,941	97.80%	3,076,859	106.15%	3,364,312	465,587	16.06%
Operating Expenses											
Bank Fees:	5190	6,692	6,654	6,500	6,125	94.23%	7,500	115.39%	7,500	1,000	15.38%
Board Meetings:	5210	4,169	1,836	2,500	2,930	117.20%	3,516	140.64%	3,000	500	20.00%
Director Fees:	5220	2,665	3,900	4,000	1,725	43.13%	2,070	51.75%	4,000	0	0.00%
Election Expenses:	5230	4,860	0	5,000	4,265	85.30%	5,118	102.36%	5,000	0	0.00%
Conference Attendance:	5250	147	3,131	3,000	1,384	46.13%	1,661	55.36%	5,000	2,000	66.67%
Information Systems:	5270	1,667	1,224	4,000	1,402	35.05%	1,682	42.06%	4,000	0	0.00%
Fidelity Bond:	5310		0	500	438	87.50%	525	105.00%	500	0	0.00%
Property & Liability Insurance:	5320	3,758	2,161	2,000	2,215	110.75%	2,658	132.90%	2,000	0	0.00%
LAFCO Assessment:	5350	1,526	1,601	2,000	1,794	89.70%	1,794	89.70%	2,000	0	0.00%
Meeting Attendance, Legal:	5420	6,483	6,951	9,500	14	0.14%	16	0.17%	0	(9,500)	-100.00%
General Legal:	5430	32,775	209,412	150,000	137,631	91.75%	165,157	110.11%	250,000	100,000	66.67%
Maintenance, Office:	5510	6,933	4,020	8,000	6,633	82.91%	7,960	99.50%	8,000	0	0.00%
Meetings, Local:	5520		0		6	100.00%	7	100.00%		0	
Memberships:	5530		0		0	0.00%	0	0.00%		0	
Office Supplies:	5540	7,755	6,243	8,000	5,193	64.91%	6,232	77.90%	8,000	0	0.00%
Postage:	5550	1,143	277	2,500	1,900	76.00%	2,280	91.20%	2,650	150	6.00%
Printing & Publishing:	5560	1,135	2,909	5,000	2,267	45.34%	2,720	54.41%	5,000	0	0.00%
Accounting:	5610	38,950	31,276	30,000	20,153	67.18%	24,184	80.61%	30,000	0	0.00%
Audit:	5620	13,000	18,000	13,000	8,000	61.54%	13,000	100.00%	13,000	0	0.00%
Consulting:	5630	19,894	35,859	20,000	20,298	101.49%	24,358	121.79%	35,000	15,000	75.00%
Data Services:	5640		5,851	6,000	6,079	101.32%	6,079	101.32%	6,200	200	3.33%
Labor & HR Support:	5650	2,250	2,484	2,500	2,035	81.40%	2,442	97.68%	2,500	0	0.00%
Payroll Services:	5660	942	940	1,000	795	79.50%	954	95.40%	1,000	0	0.00%
Other Professional Services:	5690	132	0		0	0.00%	0	0.00%		0	
San Mateo County Tax Roll Charges:	5710	119	0	2,500	119	4.76%	143	5.71%	1,000	(1,500)	-60.00%
Telephone & Internet:	5720	16,380	18,961	24,000	20,218	84.24%	24,262	101.09%	24,000	0	0.00%
Mileage Reimbursement:	5730	1,063	564	1,500	1,296	86.40%	1,555	103.68%	1,500	0	0.00%
Reference Materials:	5740	23	0	200	87	43.50%	104	52.20%	200	0	0.00%
Other Administrative:	5790		0		518	100.00%	622	100.00%		0	
CalPERS 457 Deferred Plan:	5810	18,637	18,386	15,912	16,338	102.68%	19,606	123.21%	16,871	959	6.03%
Employee Benefits:	5820	37,701	39,107	35,635	44,755	125.59%	53,706	150.71%	48,307	12,672	35.56%
Disability Insurance:	5830	1,360	1,360	1,534	1,134	73.92%	1,361	88.71%	1,401	(133)	-8.66%

MWSD — Fiscal Year 2019-20 Operations Budget - SEWER ENTERPRISE

Operating Revenue	GL Codes	2016-17	2017-18	Approved	Income/Exp	% To date	Projected	Projected as	Proposed	Increase/(Decrease) from 2018-2019 \$	Increase/(decrease) %
		Actual	Actual	Budget 2018-19	enditures as of April 30, 2019			% of Budget	amounts 2019-20		
Payroll Taxes:	5840	14,552	16,063	17,390	12,662	72.81%	15,194	87.38%	18,438	1,048	6.03%
Worker's Compensation Insurance:	5960	2,120	4,082	2,447	1,405	57.42%	1,686	68.90%	5,460	3,013	123.14%
Management:	5910	99,561	114,908	103,725	94,621	91.22%	113,545	109.47%	110,863	7,138	6.88%
Staff :	5920	119,299	127,015	119,047	105,016	88.21%	126,019	105.86%	125,540	6,493	5.45%
Staff Certification:	5930	1,800	1,800	1,800	1,500	83.33%	1,800	100.00%	1,800	0	0.00%
Staff Overtime:	5940	3,879	918	2,744	1,435	52.30%	1,722	62.76%	2,815	71	2.60%
Staff Standby:	5950		32			0.00%	0	0.00%		0	
PARS:	5850	(80,974)	16,909	15,416	13,297	86.26%	15,956		16,359	943	6.12%
Claims, Property Damage:	6170		12,811	20,000	20,514	102.57%	20,514	102.57%	20,000	0	0.00%
Education & Training:	6195		717	1,000	409	40.90%	491	49.08%	1,000	0	0.00%
Meeting Attendance, Engineering:	6210		0	2,000	0	0.00%	0	0.00%	2,000	0	0.00%
General Engineering:	6220	44,122	68,682	60,000	27,101	45.17%	32,521	54.20%	60,000	0	0.00%
Equipment & Tools, Expensed:	6320		0	1,000	0	0.00%	0	0.00%	1,000	0	0.00%
Alarm Services:	6335	6,738	5,146	5,700	4,584	80.42%	5,501	96.51%	5,700	0	0.00%
Landscaping:	6337	4,080	2,280	2,400	1,934	80.58%	2,321	96.70%	3,600	1,200	50.00%
Pumping Fuel & Electricity:	6410	36,043	39,312	41,000	36,011	87.83%	43,213	105.40%	45,000	4,000	9.76%
Pumping Maintenance, General:	6430				0	0.00%	0	0.00%			
Maintenance, Collection System:	6660			10,000	550	5.50%	660	6.60%	10,000	0	0.00%
Fuel:	6810	878	988	1,000	738	73.80%	886	88.55%	1,000	0	0.00%
Truck Equipment, Expensed:	6820	71	2	160	18	11.44%	22	13.73%	160	0	0.00%
Truck Repairs:	6830	331	780	1,000	266	26.60%	319	31.92%	1,000	0	0.00%
Total Other Operations:	6890	550	0			0.00%	0	0.00%		0	
SAM Collections:	6910	321,608	232,841	328,036	275,292	83.92%	330,350	100.71%	341,549	13,513	4.12%
SAM Operations:	6920	677,904	1,625,331	1,249,147	1,108,524	88.74%	1,330,229	106.49%	1,529,139	279,992	22.41%
SAM Prior-Year Adjustment:	6930		0		0	0.00%	0	0.00%		0	
SAM Maintenance, Collection System:	6940		0	40,000	0	0.00%	0	0.00%	40,000	0	0.00%
SAM Maintenance, Pumping:	6950	0	0	50,000	49,008	98.02%	58,810	117.62%	50,000	0	0.00%
Total Operations Expense:		1,484,721	2,693,723	2,441,292	2,072,631	84.90%	2,485,030	101.79%	2,880,052	438,760	17.97%
Net Change in position from Operations:		905,751	(194,455)	457,433	762,310	166.65%	591,829	129.38%	484,260	26,827	5.86%



MWSD — Fiscal Year 2019-2020 Non-Operating Budget - SEWER ENTERPRISE

	GL Codes	2016-17 Actual	2017-18 Actual	Approved Budget 2018-19	Income/Expenditure s as of April 30,	% To date	Projected	Projected as % of Budget	Proposed Budgeted amounts 2019-20	Increase/(Decrease) from 2018-2019 \$	Increase/(decrease) %
Non Operating Revenue											
Connection Fees, Residential New Const:	7110	140,090	221,658	144,600	152,570	105.51%	183,084	126.61%	150,000	5,400	3.73%
Connection Fees, Residential Remodel:	7120	35,740	7,605	50,000	12,026	24.05%	14,432	28.86%	15,000	(35,000)	-70.00%
LAIF, Interest:	7200	32,034	41,070	25,000	99,073	396.29%	118,888	475.55%	50,000	25,000	100.00%
Total Non Operating Revenue:		207,864	270,333	219,600	263,669	120.07%	316,403	144.08%	215,000	(4,600)	-2.09%
Non Operating Expense											
PNC Equipment Lease:	9125	19,545	18,222	16,826	14,129	83.97%	16,826	100.00%	15,221	15,221	90.46%
Capital Assessment, SAM:	9175	113,432	121,345		0	0.00%	0	0.00%		(23,481)	#DIV/0!
I-Bank Loan:	9200	24,853	23,996	23,481	12,783	54.44%	23,481	100.00%	22,582	(17,726)	-75.49%
Total Non Operating Expense:		157,830	163,563	40,307	26,912	66.77%	40,307	100.00%	37,803	(25,985)	-64.47%
Net Change in position from Non Operating		50,034	106,770	179,293	236,758		276,096		177,197	21,385	

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MWSD – Fiscal Year 2019-2020 Operations Budget - WATER ENTERPRISE

Operating Revenue	GL Codes	2016-17	2017-18	Approved Budget	Income/Expenditures	% To date	Projected	Projected as %	Proposed Budgeted	Increase/(Decrease)	Increase/(decrease)	
		Actual	Actual	2018-19	as of April 30, 2019			of Budget	amounts 2019-20	from 2017-18 \$	%	
Cell Tower Lease:	4220	34,427	35,632	35,500	30,507	85.94%	36,608	103.12%	37,000	1,500	4.23%	
Administrative Fees (New Construction):	4410	7,292	4,545	5,500	2,084	37.89%	2,501	45.47%	5,000	(500)	-9.09%	
Administrative Fees (Remodel):	4420	0	1,679	900	0	0.00%	0	0.00%	0	(900)	-100.00%	
Inspection Fees (New Construction):	4430	6,888	4,293	5,000	1,972	39.44%	2,366	47.33%	4,000	(1,000)	-20.00%	
Inspection Fees (Remodel):	4440	460	1,908	650	0	0.00%	0	0.00%	0	(650)	-100.00%	
Mainline Extension Fees:	4450	0			3,119	100.00%	3,119	100.00%	3,000	3,000		
Grants:	4510				280	100.00%	336	100.00%		0	#DIV/0!	
Remodel Fees:	4460	9,732	4,425		1,900	100.00%	2,280	100.00%	2,000			
Property Tax Receipts:	4610	340,018	367,805	275,000	381,720	138.81%	400,000	145.46%	275,000	0	0.00%	
Testing, Backflow:	4740	14,816	17,858	16,000	18,420	115.13%	22,104	138.15%	18,000	2,000	12.50%	
Water Sales:	4810	1,771,239	1,922,677	1,915,496	1,587,665	82.89%	1,905,195	99.46%	1,947,000	31,504	1.64%	
Water Sales Refunds, Customer:	4850	(2,993)	(1,488)	(3,000)	(4,670)	155.67%	(5,604)	186.80%	(3,000)	0	0.00%	
Other Revenue:	4990	10,820	1,180	0	3,920	100.00%	4,000	100.00%		0		
Total Operating Revenue:		2,192,699	2,360,513	2,251,046	2,026,917	90.04%	2,372,908	105.41%	2,288,000	34,954	1.55%	
Operating Expenses												
Bank Fees:	5190	6,743	1,618	3,500	2,317	66.20%	2,780	79.44%	3,750	250	7.14%	
Board Meetings:	5210	4,169	1,836	4,000	2,930	73.25%	3,516	87.90%	4,000	0	0.00%	
Director Fees:	5220	2,665	3,900	3,300	1,725	52.27%	2,070	62.73%	3,300	0	0.00%	
Election Expenses:	5230	4,860	0		4,265	100.00%	4,265	100.00%		0		
CDPH Fees:	5240		10,832	15,500	10,530	67.93%	12,635	81.52%	15,750	250	1.61%	
Conference Attendance:	5250	850	5,697	6,000	1,384	23.07%	1,661	27.68%	6,000	0	0.00%	
Information Systems:	5270	2,973	9,488	3,000	1,402	46.73%	1,682	56.08%	3,000	0	0.00%	
Fidelity Bond:	5310		0	500	438	87.50%	438	87.60%	500	0	0.00%	
Property & Liability Insurance:	5320	3,758	0	2,700	2,215	82.04%	2,215	82.04%	2,500	(200)	-7.41%	
LAFCO Assessment:	5350	2,048	2,208	2,500	2,520	100.80%	2,520	100.80%	2,750	250	10.00%	
Meeting Attendance, Legal:	5420	6,480	3,211	8,500	14	0.16%	14	0.17%	0	(8,500)	-100.00%	
General Legal:	5430	57,788	24,643	60,000	17,313	28.86%	20,776	34.63%	218,500	158,500	264.17%	
Maintenance, Office:	5510	8,678	5,561	8,000	7,482	93.53%	8,978	112.23%	8,000	0	0.00%	
Meetings, Local:	5520		0		1,021	100.00%	1,225	100.00%		0		
Memberships:	5530	17,679	20,298	20,500	22,236	108.47%	22,236	108.47%	24,000	3,500	17.07%	
Office Supplies:	5540	7,638	8,452	7,000	6,756	96.51%	8,107	115.82%	8,000	1,000	14.29%	
Postage:	5550	7,168	6,379	7,000	7,240	103.43%	8,688	124.11%	9,000	2,000	28.57%	
Printing & Publishing:	5560	1,356	1,739	2,000	2,478	123.90%	2,974	148.68%	3,000	1,000	50.00%	
Accounting:	5610	38,950	31,276	30,000	20,153	67.18%	24,184	80.61%	30,000	0	0.00%	
Audit:	5620	13,000	18,000	13,000	8,000	61.54%	13,000	100.00%	13,000	0	0.00%	
Consulting:	5630	36,600	19,678	35,000	23,508	67.17%	28,210	80.60%	100,000	65,000	185.71%	
Data Services:	5640		0		0	0.00%	0	0.00%		0		
Labor & HR Support:	5650	2,349	2,484	2,500	2,035	81.40%	2,442	97.68%	2,500	0	0.00%	
Payroll Services:	5660	942	940	1,000	795	79.50%	954	95.40%	1,000	0	0.00%	
Other Professional Services:	5690	132	0		0	0.00%	0	0.00%		0		
San Mateo County Tax Roll Charges:	5710	119	0		119	100.00%	143	100.00%				
Telephone & Internet:	5720	22,304	22,460	25,000	25,230	100.92%	30,276	121.10%	27,000	2,000	8.00%	
Mileage Reimbursement:	5730	1,648	564	2,000	1,392	69.60%	1,670	83.52%	2,000	0	0.00%	
Reference Materials:	5740	23	0	800	0	0.00%	0	0.00%	800	0	0.00%	
Other Administrative:	5790	2,147	615		(109)	100.00%	(131)	100.00%		0		
CalPERS 457 Deferred Plan:	5810	36,418	37,021	43,029	32,414	75.33%	38,897	90.40%	42,905	(124)	-0.29%	
Employee Benefits:	5820	76,378	74,878	80,058	66,266	82.77%	79,519	99.33%	88,110	8,052	10.06%	
Disability Insurance:	5830	3,366	3,366	4,288	2,805	65.42%	3,366	78.50%	3,467	(821)	-19.14%	
Payroll Taxes:	5840	38,090	39,499	48,760	32,233	66.11%	38,680	79.33%	48,676	(84)	-0.17%	
Worker's Compensation Insurance:	5960	14,423	19,208		6,406	27.47%	7,687	32.97%	23,169	(148)	-0.63%	
Management:	5910	99,563	114,908	103,725	94,620	91.22%	113,544	109.47%	110,863	7,138	6.88%	
Staff:	5920	347,037	360,388	426,804	297,136	69.62%	356,563	83.54%	443,302	16,498	3.87%	
Staff Certification:	5930	9,125	10,042	11,400	7,575	66.45%	9,090	79.74%	11,400	0	0.00%	
Staff Overtime:	5940	52,690	42,425	69,334	38,595	55.67%	46,314	66.80%	47,713	(21,621)	-31.18%	
Staff Standby:	5950	23,830	25,125	26,123	20,474	78.37%	24,569	94.05%	23,016	(3,107)	-11.89%	
PARS:	5850	(150,932)	31,691	35,734	25,798	72.20%	30,958	86.63%	37,343	1,609	4.50%	
Backflow Prevention:	6160	892	473	1,000	576	57.60%	691	69.12%	1,000	0	0.00%	

MWSD — Fiscal Year 2019-2020 Operations Budget - WATER ENTERPRISE

Operating Revenue	GL Codes	2016-17	2017-18	Approved Budget	Income/Expenditures	% To date	Projected	Projected as %	Proposed Budgeted	Increase/(Decrease)	Increase/(decrease)
		Actual	Actual	2018-19	as of April 30, 2019			of Budget	amounts 2019-20	from 2017-18 \$	%
Claims, Property Damage:	6170	175	0	10,000	22	0.22%	26	0.26%	10,000	0	0.00%
SCADA Maintenance:	6185	20,505	9,802	10,000	12,061	120.61%	14,473	144.73%	13,000	3,000	30.00%
Internet & Telephone, Communications:	6187				0	0.00%	0	0.00%		0	
Education & Training:	6195	8,131	9,911	9,000	3,420	38.00%	4,104	45.60%	9,000	0	0.00%
Meeting Attendance, Engineering:	6210		16	500	0	0.00%	0	0.00%	500	0	0.00%
General Engineering:	6220	4,029	8,503	45,000	20,926	46.50%	25,111	55.80%	30,000	(15,000)	-33.33%
Water Quality Engineering:	6230	138,939	178,764	100,000	322,166	322.17%	386,599	386.60%	350,000	250,000	250.00%
Equipment & Tools, Expensed:	6320	2,962	7,441	5,000	10,663	213.26%	12,796	255.91%	8,000	3,000	60.00%
Alarm Services:	6335	777	671	800	666	83.25%	799	99.90%	800	0	0.00%
Landscaping:	6337	7,102	5,947	6,000	4,362	72.70%	5,234	87.24%	6,000	0	0.00%
Lab Supplies & Equipment:	6370	178	3,698	2,000	2,112	105.60%	2,534	126.72%	2,500	500	25.00%
Meter Reading:	6380	119	21		0	0.00%	0	0.00%		0	
Pumping Fuel & Electricity:	6410	82,730	68,177	90,000	59,941	66.60%	71,929	79.92%	90,000	0	0.00%
Pumping Maintenance, Generators:	6420	12,118	7,777	10,000	13,743	137.43%	16,492	164.92%	10,000	0	0.00%
Pumping Maintenance, General:	6430	4,969	4,137	5,000	208	4.16%	250	4.99%	5,000	0	
Pumping Equipment, Expensed:	6440		210	700	478	68.24%	573	81.89%	700	0	0.00%
Maintenance, Raw Water Mains:	6510	1,421	1,474	2,100	1,857	88.43%	2,228	106.12%	2,500	400	
Maintenance, Wells:	6520	1,466	16,851	10,000	7,621	76.21%	9,145	91.45%	5,000	(5,000)	-50.00%
Water Purchases:	6530	34,292	25,508	40,000	6,781	16.95%	8,138	20.34%	40,000	0	0.00%
Hydrants:	6610	3,819	375	1,000	(570)	-57.00%	(684)	-68.40%	1,000	0	0.00%
Maintenance, Water Mains:	6620	75,576	39,633	50,000	64,906	129.81%	77,887	155.77%	50,000	0	0.00%
Maintenance, Water Service Lines:	6630	4,206	12,389	20,000	8,546	42.73%	10,255	51.28%	20,000	0	0.00%
Maintenance, Tanks:	6640	71	741	1,000	109	10.90%	131	13.08%	1,000	0	0.00%
Maintenance, Distribution General:	6650	5,196	273	7,000	7,341	104.87%	8,809	125.85%	8,000	1,000	14.29%
Maintenance, Collection System:	6660	24	33		414	100.00%	497	100.00%			
Meters:	6670	10,719	2,373	2,500	8,177	327.08%	9,812	392.50%	2,500	0	0.00%
Chemicals & Filtering:	6710	11,660	18,681	30,000	2,931	9.77%	3,517	11.72%	20,000	(10,000)	-33.33%
Maintenance, Treatment Equipment:	6720	4,724	10,508	4,000	19,370	484.25%	23,244	581.10%	20,000	16,000	400.00%
Treatment Analysis:	6730	24,653	35,504	42,000	36,052	85.84%	43,262	103.01%	45,000	3,000	7.14%
Uniforms:	6770	10,560	11,166	12,000	8,964	74.70%	10,757	89.64%	2,000	(10,000)	-83.33%
Fuel:	6810	6,143	5,598	8,000	4,797	59.96%	5,756	71.96%	10,000	2,000	25.00%
Truck Equipment, Expensed:	6820	496	12	1,000	104	10.37%	124	12.44%	1,000	0	0.00%
Truck Repairs:	6830	2,316	4,422	5,000	1,529	30.58%	1,835	36.69%	5,000	0	0.00%
Other Operations:	6890	18,301	238		41	100.00%	49	100.00%		0	
Total Operations Expense:		1,302,322	1,451,758	1,666,472	1,430,023	85.81%	1,713,091	102.80%	2,137,815	471,343	28.28%
Net Change in position from Operations:		890,378	908,754	584,574	596,894	102.11%	659,817	112.87%	150,185	(436,389)	-74.65%

MWSD — Fiscal Year 2019-20 Non-Operating Budget - WATER ENTERPRISE

	<u>GL Codes</u>	<u>2016-17 Actual</u>	<u>2017-18 Actual</u>	<u>Approved Budget 2018-19</u>	<u>Income/Expendi- tures as of April 30, 2019</u>	<u>% To date</u>	<u>Projected</u>	<u>Projected as % of Budget</u>	<u>Proposed Budgeted amounts 2019-20</u>	<u>Increase/(Decrease) from 2017-18 \$</u>	<u>Increase/(de- crease) %</u>
Non Operating Revenue											
Connection Fees, Residential New Const:	7110	130,171	145,168	173,020	112,692	65.13%	150,256	86.84%	150,000	(23,020)	-13.30%
Connection Fees, Residential Remodel:	7120	25,921				0.00%	0	0.00%		0	#DIV/0!
Connection Fees, Residential Fire:	7130	52,693	118,691	80,000	135,229	169.04%	180,305	225.38%	130,000	50,000	62.50%
Connection Fees, Residential Remodel Fire:	7140		12,893		2,032	100.00%	2,710	100.00%		0	
Connection Fees, Well Conversion:	7150		7,800			0.00%	0	0.00%		0	
General Obligation Bonds, Assessment Receipts:	7600	1,253,111	1,226,216	1,150,436	1,040,740	90.47%	1,150,436	100.00%	1,150,436	0	0.00%
Total Non Operating Revenue:		1,461,897	1,510,768	1,403,456	1,290,693	91.97%	1,483,707	105.72%	1,430,436	26,980	1.92%
Non Operating Expense											
General Obligation Bonds:	9100	286,455	265,164	252,521	145,171	57.49%	252,521	100.00%	230,539	(21,982)	-8.71%
PNC Equipment Lease:	9125	19,545	18,222	16,826	14,129	83.97%	16,826	100.00%	15,221	(1,605)	-9.54%
State Revolving Fund Loan:	9150	90,816	83,943	78,455	39,938	50.91%	78,455	100.00%	72,873	(5,582)	-7.11%
Water Rebates :	9210	1,129	1,400	2,000	1,500	75.00%	2,250	112.50%	3,000	1,000	50.00%
Total Non Operating Expense:		397,944	368,730	349,802	200,738	57.39%	350,052	100.07%	321,633	(29,169)	-8.34%
Net Change in position from Non Operating activities:		1,063,952	1,142,038	1,053,654	1,089,955		1,133,655		1,108,803	56,149	5.33%

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SALARY RANGE
MONTARA WATER AND SANITARY DISTRICT
July 1, 2019

Position	Salary Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Operations Manager	\$150,475 \$96,000	\$120,489 \$57.93	\$123,502 \$59.38	\$126,589 \$60.86	\$129,754 \$62.38	\$132,998 \$63.94	\$136,323 \$65.54	\$139,731 \$67.18	\$143,224 \$68.86	\$146,805 \$70.58	\$150,475 \$72.34
Superintendent	\$141,021 \$112,920	\$112,920 \$54.29	\$115,743 \$55.65	\$118,636 \$57.04	\$121,602 \$58.46	\$124,642 \$59.92	\$127,758 \$61.42	\$130,952 \$62.96	\$134,226 \$64.53	\$137,581 \$66.14	\$141,021 \$67.80
Water System Operator	\$86,009 \$68,870	\$68,870 \$33.11	\$70,592 \$33.94	\$72,356 \$34.79	\$74,165 \$35.66	\$76,020 \$36.55	\$77,920 \$37.46	\$79,868 \$38.40	\$81,865 \$39.36	\$83,911 \$40.34	\$86,009 \$41.35
Maintenance Worker I	\$74,676 \$59,795	\$59,795 \$28.75	\$61,290 \$29.47	\$62,822 \$30.20	\$64,393 \$30.96	\$66,003 \$31.73	\$67,653 \$32.53	\$69,344 \$33.34	\$71,078 \$34.17	\$72,855 \$35.03	\$74,676 \$35.90
Account Specialist	\$71,397 \$57,170	\$57,170 \$27.49	\$58,599 \$28.17	\$60,064 \$28.88	\$61,566 \$29.60	\$63,105 \$30.34	\$64,683 \$31.10	\$66,300 \$31.87	\$67,957 \$32.67	\$69,656 \$33.49	\$71,397 \$34.33
District Clerk	\$71,397 \$57,170	\$57,170 \$27.49	\$58,599 \$28.17	\$60,064 \$28.88	\$61,566 \$29.60	\$63,105 \$30.34	\$64,683 \$31.10	\$66,300 \$31.87	\$67,957 \$32.67	\$69,656 \$33.49	\$71,397 \$34.33
2.5 % step increases											

	Increase 8.25%	1-Jul-15	Increase 2.70%	1-Jul-16	Increase 3.79%	1-Jul-17	Increase 2.83%	1-Jul-18	Increase 3.20%	1-Jul-19
Operations Manager	1.0825	\$106,518	1.027	\$109,394	1.0379	\$113,540	1.0283	\$116,753	1.032	\$120,489
Superintendent	1.0825	\$99,826	1.027	\$102,521	1.0379	\$106,407	1.0283	\$109,418	1.032	\$112,920
Water System Operator	1.0825	\$60,884	1.027	\$62,528	1.0379	\$64,898	1.0283	\$66,734	1.032	\$68,870
Maintenance Worker	1.0825	\$52,862	1.027	\$54,289	1.0379	\$56,347	1.0283	\$57,941	1.032	\$59,795
Account Specialist	1.0825	\$50,541	1.027	\$51,905	1.0379	\$53,873	1.0283	\$55,397	1.032	\$57,170
District Clerk	1.0825	\$50,541	1.027	\$51,905	1.0379	\$53,873	1.0283	\$55,397	1.032	\$57,170

Operator in Training **\$18** per hour
Temporary Worker **\$18** per hour

Payroll	Water	Overtime	Doubletime	On Call	Cert Pay	Total	Health	Disability	WC	CalPERS	PARS	Medicare	SS	F/Y Total Water
										7%	6.92%	1.45%	6.20%	
GM	\$ 110,862.60					\$ 110,862.60	\$ 13,710.82	\$ 495.30	\$ 1,108.63	\$ 7,760.38	\$ 7,671.69	\$ 1,607.51	\$ 6,873.48	\$ 150,090.42
Superintendent	\$ 65,476.23	\$ 1,699.86	\$ 755.49		\$ 1,800.00	\$ 69,731.59	\$ 7,174.05	\$ 495.30	\$ 3,835.00	\$ 4,881.21	\$ 4,530.96	\$ 1,011.11	\$ 4,323.36	\$ 95,982.58
Account Specialist	\$ 60,064.00					\$ 60,064.00	\$ 27,421.65	\$ 495.30	\$ 516.55	\$ 4,204.48	\$ 4,156.43	\$ 870.93	\$ 3,723.97	\$ 101,453.30
Water Operator	\$ 83,911.04	\$ 7,261.53	\$ 7,745.63	\$ 5,242.83	\$ 2,400.00	\$ 106,561.04	\$ 9,950.91	\$ 495.30	\$ 4,795.25	\$ 7,459.27	\$ 5,806.64	\$ 1,545.14	\$ 6,606.78	\$ 143,220.33
Water Operator	\$ 79,868.13	\$ 8,985.16	\$ 6,450.89	\$ 5,778.15	\$ 2,400.00	\$ 103,482.34	\$ 9,950.91	\$ 495.30	\$ 4,656.71	\$ 7,243.76	\$ 5,526.87	\$ 1,500.49	\$ 6,415.90	\$ 139,272.29
Water Operator	\$ 70,591.23	\$ 7,330.63	\$ 5,294.34	\$ 5,339.14	\$ 2,400.00	\$ 90,955.33	\$ 9,950.91	\$ 495.30	\$ 4,092.99	\$ 6,366.87	\$ 4,884.91	\$ 1,318.85	\$ 5,639.23	\$ 123,704.41
Water Operator	\$ 68,869.92	\$ -	\$ -	\$ -	\$ 2,400.00	\$ 71,269.92	\$ 9,950.91	\$ 495.30	\$ 3,207.15	\$ 4,988.89	\$ 4,765.80	\$ 1,033.41	\$ 4,418.74	\$ 100,130.12
Temp. Operator	\$ 10,947.36	\$ 2,189.47	\$ -	\$ 6,656.00		\$ 19,792.83			\$ 890.68			\$ 287.00	\$ 1,227.16	\$ 22,197.66
Part Time Admin	\$ 2,584.00					\$ 2,584.00			\$ 47.00			\$ 37.47	\$ 160.21	\$ 2,828.68
Part Time Admin	\$ 990.00					\$ 990.00			\$ 19.00			\$ 14.36	\$ 61.38	\$ 1,084.74
Totals	\$ 554,164.52	\$ 27,466.66	\$ 20,246.36	\$ 23,016.12	\$ 11,400.00	\$ 636,293.66	\$ 88,110.18	\$ 3,467.10	\$ 23,168.94	\$ 42,904.88	\$ 37,343.31	\$ 9,226.26	\$ 39,450.21	\$ 879,964.52
Payroll	Sewer	Overtime	Doubletime	On Call	Cert Pay	Total	Health	Disability	WC	CalPERS	PARS	Medicare	SS	F/Y Total Sewer
GM	\$ 110,862.60					\$ 110,862.60	\$ 13,710.82	\$ 467.04	\$ 1,108.63	\$ 7,760.38	\$ 7,671.69	\$ 1,607.51	\$ 6,873.48	\$ 150,062.16
Superintendent	\$ 65,476.23	\$ 2,059.43	\$ 755.49		\$ 1,800.00	\$ 70,091.15	\$ 7,174.05	\$ 467.04	\$ 3,835.00	\$ 4,906.38	\$ 4,530.96	\$ 1,016.32	\$ 4,345.65	\$ 96,366.56
District Clerk	\$ 60,064.00					\$ 60,064.00	\$ 27,421.65	\$ 467.04	\$ 516.55	\$ 4,204.48	\$ 4,156.43	\$ 870.93	\$ 3,723.97	\$ 101,425.04
Totals	\$ 236,402.83	\$ 2,059.43	\$ 755.49	\$ -	\$ 1,800.00	\$ 241,017.75	\$ 48,306.53	\$ 1,401.12	\$ 5,460.18	\$ 16,871.24	\$ 16,359.08	\$ 3,494.76	\$ 14,943.10	\$ 347,853.75



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: June 6, 2019

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Review and Possible Action Concerning Draft Sewer Capital Improvement Program.

A Draft Budget was presented at the May 23, 2019, meeting for Board Review. On May 29 the Finance Committee met, reviewed the budget and suggested changes. Due to expenditures related to SAM, City of HMB vs SAM Member Agencies. and other factors of lower than expected construction, the Capital Improvement Program may require re-organization to defer some of the larger planned expenses.

Sewer Capital Improvement:

This current CIP proposed is \$2,579,385 which is a 19% drop in planed CIP expenses. This expenditure rate drop was scheduled in the long range plan in which work was to be phased over several years balancing pump station maintenance, neighborhood sewer collection, and express sewer and force main upgrades. Because of external forces including increased expenses at SAM, both in infrastructure, personnel and legal related costs, the MWSD CIP may need to be reduced further to an estimated \$973,585, which is about 215% decrease. This deferment of capital projects would be possible by modifications to the operation and maintenance and CCTV and Spot Repair programs.

Capital replacements and repairs for sewer are based on several factors. First the overall size and age of the district is considered, defining a depreciation life expectance of 100 years as a base line. Much of the gravity collection system was maintained annually and required minimal capital repairs for the first 30 to 50 years of life. The blended asset value for sewer pipe facilities is \$83M and pump stations is \$17.3M. This translates to a Base line sewer capital expenditure rate for replacements for collection system of \$1.54M/Year.

Considering the first years of the assets use are not requiring much replacements, the remaining life is then considered to be over 50 years for gravity pipes and pump station hardware is 15-30 years. This translates to a catch up CIP rate of about \$2.4M per year in 2019 dollars. The 5 year CIP plan and the 10 year look-ahead show the level of effort that would match this proposed CIP rate to have replaced much of the old system by 2050 target date.

Pippin Cavagnaro, P.E. from Nute Engineering, will be available to discuss the 2019-2020 CIP and answer any questions the Board might have.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: June 6, **2019**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

RECOMMENDATION:

Refer the draft sewer CIP to the Finance Committee and staff and adjust as needed to accommodate cash flow in the coming Fiscal Year.

Attachment

DRAFT

Montara Water and Sanitary District
2019 - 2029

Draft - Sewer Repairs - 10 Year Capital Improvement Priority (CIP) List

Status: Updated June 3, 2019

Fiscal Year	CIP Capital Improvement Needs	Notes/Status
2019-2020 Fiscal Year Capital Improvement Needs		
Carryover from 2014	(Possible Permit Delay to: FY20-21)	
	Cabrillo Highway PHASE 1B - Trunk Sewer (16th to 14th)	
	990 LF @ \$920 /LF Open Trench	\$910,800
	Remaining work for 2018	\$110,000
	<u>Contingencies and Incidentals Est remaining (30%)</u>	<u>\$309,813</u>
	Cost increase from Original Budget	\$1,330,800
	Nevada St, Virginia, Steson and Moss Beach Area Sewers	
	1,750 LF @ \$300 /LF Pipe Burst	\$525,000
	<u>Contingencies (30%)</u>	<u>\$153,500</u>
		\$678,210
Pump Station Mechanical, Electrical and Coating Upgrades, Seal Cove Cover		
1 EA @ \$80,000 /EA coatings/Mechan.	\$80,000	
1 EA @ \$5,000 /EA pipe works	\$5,000	
1 EA @ \$12,500 /EA pump rebuilds	\$12,500	
6 EA @ \$12,500 /EA Electric/Comm/Radic	\$75,000	
1 LS @ \$250,000 /EA Vallemar Sumr Pump	\$250,000	
<u>Contingencies (35%)</u>	<u>\$147,875</u>	
	\$570,375	
Option A	Include. Cabrillo & Vallemar	2019-20 Total \$2,579,385
Option B	BASE CIP SEWER	2019-20 Total \$973,585
2020-2021 Fiscal Year Capital Improvement Needs		
	Moss Beach Hills Area Sewers	
	1,500 LF @ \$300 /LF Pipe Burst	\$450,000
	<u>Contingencies (30%)</u>	<u>\$135,000</u>
		\$585,000
	Cedar Street (Phase #3, South Section)	
	600 LF @ \$450 /LF Open Cut	\$270,000
	<u>Contingencies (30%)</u>	<u>\$80,815</u>
		\$350,815
	Pump Station Mechanical, Electrical and Coating Upgrades	
	5 EA @ \$5,000 /EA pipe works	\$25,000
2 EA @ \$10,000 /EA pump rebuilds	\$20,000	
3 EA @ \$12,500 /EA Electrical/Radios	\$37,500	

	<u>Contingencies (35%)</u>	\$28,875	
		\$111,375	
(Impact from above)	Pump Station - 5th st repairs Date Harte PS Update		High Priority
	2 EA @ \$25,000 /EA Pump Connections	\$50,000	(Spot Repairs Made)
	1 EA @ \$675,000 /LF Date Harte Upgrades	\$675,000	Move from 15/16
	<u>Contingencies (35%)</u>	\$17,500	(Recent Repairs, 17, 19)
		\$742,500	
Option A	2020-21 Total	\$1,789,690	
Option B	2020-21 Total	\$3,120,490	
2021-2022 Fiscal Year Capital Improvement Needs			
	Cabrillo Highway PHASE 2 - Trunk Sewer (14th - 11th)		Move from 13/14
	900 LF @ \$450 /LF CIPP-Lining	\$405,385	Clean CCTV PSI/SAM
	<u>Contingencies (30%)</u>	\$121,616	Longitudinal Cracks
		\$526,975	(Pending above projects)
	Various Moss Beach Sewers Near Carlos St., Seal Cove		Added 2009, Update 2018
	1,600 LF @ \$350 /LF Pipe Burst	\$560,000	Mediu Priority
	<u>Contingencies (30%)</u>	\$168,000	Long term plan
		\$728,000	
	Sun Valley Area Trunk Sewer Sam Hot List		Moved from 13/14
	950 LF @ \$450 /LF Open Cut	\$427,500	Infiltration Area
	<u>Contingencies (30%)</u>	\$128,250	Recent Manhole Repairs
		\$555,750	
	George West Kanoff		I & I, Flow Balance WW.
	1,355 LF @ \$450 /LF Open Cut	\$609,750	Monitor with Smart Covers
	<u>Contingencies (30%)</u>	\$181,250	
		\$791,000	
	Pump Station Mechanical, Electrical and Coating Upgrades		High Priority
	3 EA @ \$23,500 /EA coatings/Mechan.	\$70,500	Corrosion
	2 EA @ \$8,000 /EA pipe works	\$16,000	Corrosion/Leak Risk
	1 EA @ \$9,000 /EA Electrical Work	\$9,000	Un-scheduled Repairs
	1 EA @ \$50,000 /LF Distillary Forcemain	\$50,000	Move from 15/16
	<u>Contingencies (35%)</u>	\$50,525	(spot repaired)
		\$196,025	
	2021-22 Total	\$2,797,750	
2022-2023 Fiscal Year Capital Improvement Needs			
	Cabrillo Highway PHASE 3a - Parallel Pipes (10th St to 6th Street)		Move from 15/16
	1,420 LF @ \$550 /LF Open Cut	\$781,000	Caltrans Permit Delay
	<u>Contingencies (30%)</u>	\$234,300	(Pending above projects)
		\$1,015,300	Clean CCTV PSI/SAM
	Montara Montara Easements Sewers Various Locations.		Added 2018
	1,500 LF @ \$300 /LF Pipe Burst and Open	\$450,000	Mediu Priority
	<u>Contingencies (30%)</u>	\$135,000	Long term plan
		\$582,400	
	Various Moss Beach Sewers Near Cypress, Nevada & Buena Vista St.		Monitor with Smart Cover
	1,750 LF @ \$350 /LF Pipe Burst and Open	\$612,500	Added 2009, updated 2019

	<u>Contingencies (30%)</u>	\$183,750	Mediun Priority
		\$796,250	Long term plan
2022-23 Total		\$2,393,950	
2023-2024 Fiscal Year Capital Improvement Needs			
	Cabrillo Highway PHASE 3b - Trunk Sewer (11th - 7th + Crossing) 900 LF @ \$550 ./LF CIPP	\$495,000	Move from 16/17 Caltrans Permit Delay (Pending above projects)
	<u>Contingencies (35%)</u>	\$173,250	Clean CCTV PSI/SAM
		\$668,250	
	Various Sewers Seal Cove. 1,500 LF @ \$375 ./LF Pipe Burst and Open	\$562,500	Revised 2018 Mediun Priority
	<u>Contingencies (30%)</u>	\$168,750	Long term plan
		\$731,250	
	Montara Montara Easements Sewers Various Locations. 1,250 LF @ \$350 ./LF Pipe Burst and Open	\$437,500	Revised 2018 Repair and Cleaning Priority
	<u>Contingencies (30%)</u>	\$131,250	Long term plan
		\$568,750	
	Pump Station Mechanical, Electrical and Coating Upgrades 2 EA @ \$30,000 ./EA coatings/Mechan.	\$60,000	High Priority Corrosion
	2 EA @ \$10,000 ./EA pipe works	\$20,000	Corrosion/Leak Risk
	2 EA @ \$20,000 ./EA pump rebuilds	\$40,000	Scheduled Repairs
	2 EA @ \$10,000 ./EA Electrical Work	\$20,000	Un-scheduled Repairs
	<u>Contingencies (35%)</u>	\$49,000	
		\$189,000	
2023-24 Total		\$2,157,250	
2024-2025 Fiscal Years Capital Improvement Needs			
	Vallimar Sewer Main Relocation Part 1 (Strand, Niagara, Private Pumps) 2,000 LF @ \$475 ./LF Open Cut	\$950,000	Added 2010, Errosion Risk Mediun Priority
	<u>Contingencies (30%)</u>	\$285,000	
		\$1,235,000	
	Various Moss Beach Sewers Carlos St area 2,200 LF @ \$450 ./LF Pipe Burst and Open	\$990,000	Revised 2018 Mediun Priority
	<u>Contingencies (30%)</u>	\$297,000	Long term plan
		\$1,287,000	
	Montara Montara Easements Sewers Various Locations. 3,000 LF @ \$250 ./LF Pipe Burst and Open	\$750,000	Revised 2018 Mediun Priority
	<u>Contingencies (30%)</u>	\$225,000	Long term plan
		\$975,000	
2024-25 Total		\$3,497,000	
2025-2027 Fiscal Years Capital Improvement Needs			
	Cabrillo Highway PHASE 4 - Force Mains (7th to Kanoff PS) 1,800 LF @ \$750 ./LF CIPP	\$1,350,000	Move from 17/18 Caltrans Permit Delay
	<u>Contingencies (35%)</u>	\$472,500	
		\$1,822,500	
	Various Moss Beach Sewers Varginia down town area 1,500 LF @ \$475 ./LF Pipe Burst and Open	\$712,500	Revised 2018 Mediun Priority
	<u>Contingencies (30%)</u>	\$213,750	Long term plan
		\$926,250	
	Virginia St and frontage road		Multiple Sags

	1,500 LF @ \$500 ./LF Open Cut	\$750,000	Grease problem
	<u>Contingencies (30%)</u>	<u>\$225,000</u>	(Spot Repairs needed now)
		\$975,000	
	Vallimar Sewer PUMPS Part 2 (Strand, Niagara, Private Pumps)		Added 2010, Errosion Risk
	10 EA @ \$20,000 ./EA Open Cut	\$200,000	Long term plan
	Electrical + Distribution	\$300,000	
	PS Niagra Abandonment	\$50,000	
	<u>Contingencies (35%)</u>	<u>\$192,500</u>	
		\$742,500	
2025-27 Total		\$4,466,250	
2027-2029 Fiscal Years Capital Improvement Needs			
	Pump Station Mechanical, Electrical and Coating Upgrades		High Priority
	2 EA @ \$30,000 ./EA coatings/Mechan.	\$60,000	Corrosion
	2 EA @ \$10,000 ./EA pipe works	\$20,000	Corrosion/Leak Risk
	2 EA @ \$20,000 ./EA pump rebuilds	\$40,000	Scheduled Repairs
	2 EA @ \$10,000 ./EA Electrical Work	\$20,000	and Un-scheduled Repairs
	<u>Contingencies (35%)</u>	<u>\$49,000</u>	
		\$189,000	
	Various Montara Sewers , including 7th st easements		Revised 2018
	2,500 LF @ \$450 ./LF Pipe Burst and Open	\$1,125,000	Mediun Priority
	<u>Contingencies (30%)</u>	<u>\$337,500</u>	Long term plan
		\$1,462,500	
	Moss Beach Costal Side Sewers, California St vacinity		Multiple Sags, tlat grade
	2,000 LF @ \$475 ./LF Open Cut	\$950,000	Roots
	<u>Contingencies (30%)</u>	<u>\$285,000</u>	(Spot Repairs needed now)
		\$1,235,000	
	Airport Pump Station Rebuild		Added 2010, Errosion Risk
	1 LS @ \$850,000 ./EA Open Cut	\$850,000	Long term plan
	Electrical + Generator	\$150,000	
	<u>Contingencies (35%)</u>	<u>\$350,000</u>	
		\$1,350,000	
2027-29 Total		\$4,236,500	



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 6, 2019**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: General Manager's Report

Projects: Construction of the new Airport 3 Treatment Plant is close to completion. A test fit of vessels was performed to confirm vessel size is suitable.

The 2018 Sewer Main Replacement Project is also close to completion. We are in the process of reviewing paving requirements on Hawthorne Street.

The Highway 1 crossing Sewer Project is also close to completion. Compaction issues on MWSD property were addressed by the contractor.

The Wagner Well site and pipeline replacement project will commence soon, field surveys are in the process.

Meetings: The Finance Committee, District Accountant and General Manger reviewed the draft budget on May 29.

Open Operator Position: The position was advertised once more. Interviews are expected for late June with qualified applicants. Interviews with unqualified local applicants were held on May 30, 2019 with prospect of adding or replacing a temporary or Operator in Training position.

RECOMMENDATION:

This is for Board information only.

Attachment