



MONTARA WATER & SANITARY DISTRICT

Serving the Communities of Montara and Moss Beach

P.O. Box 370131

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Montara, CA 94037-0131

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Visit Our Web Site: <http://www.mwsd.montara.com>

Mission Statement: This District will manage and care for the resources with which it is entrusted in an open and ethical manner with active public involvement; provide through local control, reliable, high-quality water, wastewater and solid waste services for the people of Montara and Moss Beach at an equitable price; and ensure the fiscal and environmental vitality of the district for current and future generations.

NOTICE OF SPECIAL MEETING

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

AGENDA

Regular Meeting

District Board of Directors

8888 Cabrillo Highway
Montara, California 94037

April 10, 2014 at 7:30 p.m.

(Regular Meeting)

CALL TO ORDER

ROLL CALL

PRESIDENT'S STATEMENT

ORAL COMMENTS (Items other than those on the agenda)

PUBLIC HEARING

AGENDA – SPECIAL MEETING
(6:30 p.m.)

CALL TO ORDER

ROLL CALL

ORAL COMMENTS (Items other than those on the agenda)

CONVENE IN CLOSED SESSION

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Gov't. C. §54956.8)

Property: Community water system, Pillar Ridge Mobile Home Park (APN 134-132-050)

Agency Negotiators: Ad Hoc Committee (Dir. Slater-Carter, Boyd), General Manager,
District Counsel

Negotiating Party: Luhdorf Scalmanini

Under Negotiation: Acquisition price and terms of payment, var. terms and conditions of purchase

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Gov't. C. §54956.9(d)(1))

Names of cases:

- (i) Montara Water and Sanitary District v. County of San Mateo, etc. et al., Resp.; Big Wave LLC, Real Party in Interest, San Mateo Cnty. Super. Ct. No. CIV 505205

RECONVENE IN OPEN SESSION AND ADJOURN TO CONVENE FOR REGULAR MEETING

PARTICIPATION BY TELECONFERENCE

The following Directors will participate by teleconference in all or a portion of the meeting of the Board from the following locations:

Director Slater Carter - 431 Lakeview St., Crystal, Mi 48818.

Director Bill Huber - San Francisco International Airport, Pre-Security Area, Terminal 3, Mezzanine Level, Peets Coffee and Tea.

CONSENT AGENDA

1. Approve Minutes for March 6, 2014.
2. Approve Financial Statements for February 2014.
3. Approve Warrants for April 1, 2014.
4. SAM Flow Report for February 2014.
5. Monthly Review of Current Investment Portfolio.
6. Connection Permit Applications Received.
7. Monthly Water Production Report for February 2014.
8. Rain Report.
9. Solar Energy Report.

OLD BUSINESS

NEW BUSINESS

1. Review and Possible Action to Adopt Resolutions Determining Acquisition of Pillar Ridge Water System Categorically Exempt from CEQA and Authorizing and Directing Execution of Water System Acquisition Agreement.
2. Review and Possible Action to Adopt Resolution for Approval of new 500,000-gallon Alta Vista Tank No. 2
3. Review and Possible Action Regarding an Award of Contract for Labor Compliance Monitoring for the Alta Vista Tank No. 2 Project.
4. Review and Possible Action for the Schoolhouse Tank No. 2 (West) Notice of Completion and Contract Release.
5. Review and Possible Action for Award of Contract for the CCWD/MWSD Mutual Aid Intertie Implementation Feasibility Study.
6. Review and Possible Action for Support of Assembly Bill 1970
7. Review and Possible Action Concerning Cancellation of Next Regular Scheduled Meetings April 17 and May 1, 2014.

REPORTS

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

FUTURE AGENDAS

ADJOURN

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

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



MONTARA WATER & SANITARY
DISTRICT

BOARD OF DIRECTORS SPECIAL MEETING
March 6, 2014

MINUTES

REGULAR SESSION BEGAN AT 7:58 P.M.

President Boyd reported the Board convened the meeting at 6:36 p.m. and met in closed session for items that were on the agenda. There was no action taken to report.

CALL TO ORDER

ROLL CALL

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

Directors Absent: None

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

Others Present: District Counsel, Dave Schricker

PRESIDENT'S STATEMENT – Director Boyd reported last Friday there was a ribbon cutting ceremony on a remarkably rainy and sunny day for the second new 100,000 gallon storage tank. The additional storage allows MWSD to reliably meet its client community's usage and fire flow requirements well into the future. Director Boyd thanked the General Manager for his leadership and vision with this project. Additionally, he thanked the District Water Engineer, Tanya Yurovsky for her expertise with this project.

ORAL COMMENTS -

Director Harvey reported a new contract had been signed for the new General Manager for Sewer Authority Mid-Coastside. Mr. Robert Hopkins comes from Big Bear, California and will start on April 21st. The SAM Board is looking forward to working with Mr. Hopkins in the future.

Cid Young, a Moss Beach resident reported she had attended the new tanks dedication. She is really proud our little District was able to accomplish this big task. Additionally, she was impressed to learn that our District was one of the most frugal water users in the state.

PUBLIC HEARING – None

CONSENT AGENDA –

1. Approve Minutes for Meeting of February 6, 2014
2. Approve Financial Statements for January 2014.
3. Approve Warrants for March 1, 2014.
4. SAM Flow Report for January 2014.
5. Monthly Review of Current Investment Portfolio.
6. Connection Permit Applications Received.
7. Monthly Water Production Report for January 2014.
8. Rain Report
9. Solar Energy Report.

Director Huber noted he did not have any concerns about the unaudited financial statements, however, he did not have a chance to review them closely. Director Huber suggested the Finance Committee has a chance to review the financial statements before they come to the full Board.

Director Slater-Carter found a typo in the minutes and requested the correction.

Director Huber moved to approve the Consent Agenda. Director Wilson seconded the motion.

Ayes: Slater-Carter, Harvey, Boyd, Wilson and Huber

Noes: None

The motion passed unanimously

OLD BUSINESS –

NEW BUSINESS –

- 1. Review and Possible Action Concerning Award of Bids for the 2014 Sewer Improvement Project and Spot Repairs.**

General Manager Heldmaier reported in fiscal year 2013-2014 the Board approved the Capital Improvement Plan for 2013-2014 which included the 2014 Sewer Improvement Project and Spot Repairs. At that time the Board also authorized a bid package to be prepared for a project to construct the sewer improvements.

District Sewer Engineer Pippin Cavagnaro was present to make a brief presentation of the 2014 Sewer Improvement Project and Spot Repairs, answer any questions, and to discuss his findings upon reviewing the bids and licenses of each bidder.

Cid Young, a Moss Beach resident reported she lives in Seal Cove and recently received a letter from Mr. Horsley reporting he had received \$400,000 for road improvements. One of the roads she believed to be San Ramon. Mr. Cavagnaro explained he had been in contact with the County, but had not seen any definitive design as of yet.

Director Slater-Carter reported at the last SAM Board Meeting, a suggestion to all Sewer Districts was to put an I & I (Inflow and Infiltration) Protection Program in place for sewer laterals.

Director Slater-Carter Moved to Authorize the 2014 Sewer Improvement Project and Spot Repairs and Adopt the next Resolution in line, a Resolution of the Montara Water and Sanitary District Accepting Bid for the 2014 Sewer improvement Project and Spot Repairs, 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 Including Approval of Contract Documents, Plans and Specifications. Director Harvey seconded the motion.

Ayes: Slater-Carter, Harvey, Boyd, Wilson and Huber

Noes: None

The Motion passed unanimously.

2. Review and Possible Action Concerning Award of Bids for the Pump Station Control Panel Upgrades – Phase 1 Project.

General Manager Heldmaier reported in fiscal year 2013-2014 the Board approved the Capital Improvement Plan for 2013-2014 which included the Pump Station control Panel Upgrades – Phase 1. At that time the Board also authorized a bid package to be prepared for a project to construct the sewer improvements.

District Sewer Engineer Pippin Cavagnaro was present to make a brief presentation of the Pump Station Control Panel Upgrades – Phase 1, answer any questions, and to discuss his findings upon reviewing the bids and licenses of each bidder.

Mr. Cavagnaro reported he contacted the lowest bidder to make sure they were comfortable with their bid and that they had not missed any items. They acknowledged they had made an error, but will honor the bid they submitted and sent a letter to state this further.

Director Slater-Carter Moved to Authorize the Pump Station Control Panel Upgrades – Phase 1 and Adopt the next Resolution in line, a Resolution of the Montara Water and Sanitary District Accepting Bid for the Pump Station Control Panel Upgrades – Phase 1, 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 Including approval of Contract Documents, Plans and Specifications. Director Harvey seconded the motion.

Ayes: Slater-Carter, Harvey, Boyd, Wilson and Huber
Noes: None

The Motion passed unanimously.

3. Review and Possible Action Concerning Additional Agreement with the San Francisco State University to Allow use of District Property for Fog Sampling Station.

General Manager Heldmaier reported the District has an agreement with Jim Pettigrew with the Romberg-Tiburon Center that allows the placement and maintenance of ocean current monitoring equipment. Our Property has been proven to be an excellent site to collect real time data that is used by NOAA and others for rescue operations and other naval purposes.

Professor Andrew Oliphant is interested in placing fog collections stations on the District property to research levels of methyl mercury along the California coast. In a site visit the south west corner of the District property has been determined to be the ideal location for a sampling station that would not interfere with District operations.

Legal counsel prepared an agreement that allows the placement of equipment and access to District property in regular intervals.

Professor Oliphant was approach two years ago about fog collection sites for the measurement of methyl mercury in fog. The plan for the District site is to establish an active and passive fog station. As soon as the active station detects fog, it sucks air into something that resembles a mail box which has simple devices for collecting samples. From time to time, we will be dropping by to collect the samples and replace the collection devises. The samples will then be sent to a lab for testing. The results will be shared with the District. We are hoping to have things up and running by April. Our hopes are to be able to do this for 2 summers.

General Manager Heldmaier asked if there is a way to get quantitative measurements on how much fog actually is being precipitated. We have

indications that fog can actually contribute minimally to ground water recharge. This is something that could play a large role in this area.

Professor Oliphant explained the passive samplers mimic plants the way plants capture fog water. You are never able to quantify exactly how much water a plant is capturing when it's dripping down to the soil from the Passive Samplers, but they are the best we have. We think we can get very good and valuable information.

Director Wilson moved to authorize the General Manager to Engage in the Agreement with the San Francisco State University to Allow the Placement of Fog Collection Equipment and regular site visits and to adopt the next Resolution in order, a Resolution of the Montara Water and Sanitary District Approving and Authorizing Execution of Revocable Permit For Academic Sponsored Fog Monitoring Chemical Analysis Project. Director Huber seconded the motion.

Ayes: Slater-Carter, Harvey, Boyd, Wilson and Huber
Noes: None

The motion passed unanimously.

4. Review and Possible Action Concerning Report from the CCWD-MWSD Joint Committee.

General Manager Heldmaier reported the MWSD Joint Committee met on February 18. This item has been placed on the agenda to allow the committee to report to the full Board.

Director Huber reported he, General Manager Heldmaier, Director Harvey, Dave Dixon, Steve Flint, Ken Coverdell, and Bob Ptacek all met on February 18th.

Director Huber reported:

Director Harvey spoke first and reported there was an article in the HMB Review regarding recycled water and the interviewed person was misquoted.

Ken Coverdell spoke next and stated to have better relations, it starts with working on something concrete so we can demonstrate successful cooperation.

Then, Director Huber asked the following questions:

1. If the " Portable pumps and hoses are in storage awaiting a need for emergency connection between MWSD and CCWD" statement was true.

2. Does CCWD want to take MWSD over?
3. What District is Big Wave in? And what is CCWD's position on supplying water to Big Wave?

Director Huber presented a list of items he felt the committee should talk about which included:

The common interest in the Airport Terrace, Denniston Stream Valley, San Vincente Stream Valley, and the Maverick's groundwater sub basins. How can we effectively utilize and manage these areas?

Selling MWSD water, emergency preparedness

The idea of running a pipeline from CCWD to North Coast County Water District.

The treatment of water from MWSD wells at the Airport by the CCWD water treatment plant on Denniston Creek.

If we had any common billing service issues.

Recycling

Desalinization question brought up by Bob Ptacek.

Director Huber requested of the MWSD Board to approve the funding for General Managers from MWSD, Clemens Heldmaier, and from CCWD, David Dixon, to work with MWSD Water Engineer, Tanya Yurovsky to develop a document plan on how to deal with an emergency as to the requirements in the Document labeled Agreement for an Emergency Water Supply, dated October 18, 2010. This should also include a list of what needs to be done, by whom. It should include training, and practice drills in the plan.

Director Harvey reported the plan is to have the General Managers and engineers meet to talk about how the emergency agreement can be fulfilled. It is not necessarily to talk about a hard connection, it is to talk about how the emergency agreement can be implemented. Director Harvey noted this was a reasonable and appropriate request.

Director Boyd noted ordinarily he would expect this type of request to come from the General Manager and asked his level of interest on this subject.

General Manager Heldmaier reported this was discussed with the committee and the committee wanted to respect the desire of both boards and to be able to report back. So this request was to be passed through both Boards before we move forward.

Director Boyd would like to see this item properly agenized.

General Manager Heldmaier reported it would be agenized for the next Board meeting.

Director Huber noted especially because we are dealing with emergency preparedness, do we want to form an ad hoc committee to not only talk with CCWD, but also North Coast County Water District in terms of emergency supply?

Director Wilson suggested to take that consideration in the plan and bring the pros and cons of two vs three agencies in that variation.

Cid Young, a resident of Moss Beach asked if the purpose of the committee was strictly to figure out how to deal with an emergency.

Director Harvey reported the purpose of this committee initially was to talk about cooperation.

Cid Young would strongly be opposed to merging the two districts into one. As a rate payer, I have been paying on this bond for many years and have several more to go. Cid would be interested to know if they are wanting to merge, how they would compensate the rate payers in this district for the bond.

Bill Kehoe, a Moss Beach resident, reported when he saw this item on the agenda, he asked for documentation regarding this committee meeting. Mr. Kehoe is requesting of the MWSD Board, when future meetings take place, there is a published agenda for that meeting, and minutes are taken and are shared with the public. Mr. Kehoe further noted he has requested on several occasions to be notified about these meetings and was again not notified about this one.

Mr. Kehoe would like to know what Ken Coverdell meant by better relations by working on something concrete. Did he give an example? Did he say what he means by that and what he wants? Director Huber explained Ken brought it up and the committee talked about it and from that it started to distill down to what we could work on that would be concrete. That is where this whole idea of the engineering study was formed.

Director Boyd asked who had put this question forward. Director Harvey explained Mr. Coverdell did not specify the possible ways of sharing water, or transporting water back and forth. He just said we should look into the ways it can be done. A hard line connection was not mentioned, just possible ways.

Mr. Kehoe asked if the District is having meetings that effect the rate payers in the District, is it too much to ask to have published agendas and minutes coming back from them. Especially on these sensitive topics to many of the rate payers here, as Cid pointed out, that have invested years of money into building the system and as a shareholder, not just a rate payer, I would want to make sure my investment is protected.

Director Boyd reminded everyone that the committee they were discussing was an ad hoc committee and looks potentially like it is moving into a standing committee. Standing committees are required to post agendas and have minutes. Director Boyd suggested to the committee members we may consider acting in that way after we see how these meetings go.

Director Wilson complimented the committee members for getting together and sharing issues. They got together for a common interest, came back with a concrete step on one issue that was very reasonable. Let's let this group mature a little and have the General Manager come back to this Board with a preliminary report.

Director Boyd requested more information to be distributed in the packet and if we have minutes from that meeting, that would be the easiest thing to put into the packet.

Director Huber reported the meeting did not have an agenda, we all just went there and started talking to each other.

Bill Kehoe noted he is very supportive for the managers and engineers to get together and discuss emergencies. You need written procedures that have been well practiced so people can respond in the chaos of an emergency. You need to define what those emergencies are per district.

Bill Kehoe again stated he would like to know about these meetings. He fully supports this committee to become a standing committee. Bill is in support of all these meetings being taped. Action minutes are a poor example of the representation of what goes on in these meetings. For these meetings you need to set an objective, you have an agenda and stick to the plan.

Director Boyd reported from now on these meetings will be agenzed, agendas will be posted, a member of the public has expressed direct interest to be contacted regarding attendance, and minutes be taken and they are to be placed in the board packet. This committee is still an ad hoc committee but will be acting as a standing committee as under the Brown Act.

Cid Young asked for the definition of what the District constitutes as an emergency? Director Huber responded a water shortage emergency must be caused by:

1. A sudden, unanticipated lack of water supply due to causes beyond the "Requester's" (defined in Paragraph 3) reasonable control, or
2. Damage to the water system facilities as a result of a "force Majeure" (defined in Paragraph 15).

5. Review and Possible Action Concerning Nomination of Representative on the CSDA Board of Directors.

General Manager Heldmaier reported the California Special Districts Association (CSDA) is conducting a call for nominations for Seat C for the 2015-2017 term. A board member is expected to attend all Board meetings, usually eight per year, but is reimbursed for travel by CSDA. Any independent special district with current membership in CSDA is eligible to designate one person, such as a board member or managerial employee, for election as a director of CSDA. A copy of the District's resolution or minute action must accompany the nomination form. The deadline for receiving nominations is May 23, 2014.

In the past Director Slater-Carter has expressed interest in serving on the CSDA Board, therefore staff prepared an according resolution. Any Director serving on the MWSD Board is eligible to serve on CSDA Board as well.

Director Slater-Carter would like to defer this item to the next meeting.

General Manager Heldmaier suggested to approve the Resolution, but have staff hold on to it in order for Director Slater-Carter to do research before accepting the nomination of Representative to the CSDA Board of Directors

Director Harvey moved to adopt the next Resolution in line, a Resolution of the Montara Water and Sanitary District Authorizing the Nomination of Kathryn Slater-Carter as Region 3 Representative to the CSDA Board of Directors. Director Huber seconded the motion.

Ayes: Slater-Carter, Harvey, Boyd, Wilson and Huber
Noes: None

The Motion passed unanimously.

6. Review and Possible Action Concerning Cancellation of Next Regular Scheduled Meeting march 20, 2014.

General Manager Heldmaier reported at this time Staff recommends holding the March 20, 2014 meeting.

REPORTS

1. **Sewer Authority Mid-Coastside Meetings** – Director Harvey reported there had been a meeting on February 24th in which the temporary GM gave a report on Capital Replacement Activities for the Intertie and Pump Stations. Her report was on what needs to be done and basically it was a request for more studies.
There was a discussion on general engineering expenditures as compared to what was budgeted. There are some engineering projects that have not been completed.
On March 17th there will be a SAM Board budget workshop.
Recycled water was discussed. Director Boyd and Harvey updated the SAM Board Members on history of the progress to date.
2. **MidCoast Community Council Meeting (Slater-Carter)** – Director Slater-Carter reported San Ramon work may not happen. Director Slater Carter may go to the next meeting for further information.
3. **CSDA Report (Slater-Carter)** – Ric Lohman was elected as alternate, Joshua Cosgrove was elected as main representative. Ric Lohman will be attending all the LAFCO meetings because there is some thought that Joe Sherman may be resigning or not re-elected.
4. **CCWD Committee** – Director Huber reported earlier in the meeting.
5. **Attorney's Report (Schricker)** – None
6. **Directors Report** – None
7. **General Manager's Report (Heldmaier)** – None

FUTURE AGENDAS- Director Slater-Carter is requesting a report on what the cost to SAM has been to change General Managers and has further requested to have this report agenized.

REGULAR MEETING ENDED at 9:55 P.M.

Respectfully Submitted,

Signed _____
Secretary

Approved on the 3rd April, 2014

Signed _____
President

MONTARA WATER AND SANITARY DISTRICT



**Unaudited Financial Statements for
February 2014**

1:45 PM

3/24/14

Accrual Basis

Montara Water & Sanitary District
Funds Balance Sheet
As of February 28, 2014

	Sewer	Water	TOTAL
ASSETS			
Current Assets			
Checking/Savings			
Sewer - Bank Accounts			
Wells Fargo Operating - Sewer	2,795,210.93	0.00	2,795,210.93
LAI F Investment Fund			
Capital Reserve	2,717,921.32	0.00	2,717,921.32
Connection Fees Reserve	43,000.00	0.00	43,000.00
Total LAIF Investment Fund	<u>2,760,921.32</u>	<u>0.00</u>	<u>2,760,921.32</u>
Total Sewer - Bank Accounts	5,556,132.25	0.00	5,556,132.25
Water - Bank Accounts			
Wells Fargo Operating - Water	0.00	269,323.23	269,323.23
Capital Reserve	0.00	453,500.00	453,500.00
Operating Reserve	0.00	246,000.00	246,000.00
Restricted Cash			
Acq & Improv Fund	0.00	473,342.58	473,342.58
Connection Fees Reserve	0.00	46,000.00	46,000.00
Cost of Issuance	0.00	122.94	122.94
GO Bonds Fund	0.00	110,303.98	110,303.98
Total Restricted Cash	<u>0.00</u>	<u>629,769.50</u>	<u>629,769.50</u>
Total Water - Bank Accounts	0.00	1,598,592.73	1,598,592.73
Total Checking/Savings	5,556,132.25	1,598,592.73	7,154,724.98
Accounts Receivable			
Sewer - Accounts Receivable			
Accounts Receivable	4,334.74	0.00	4,334.74
Total Sewer - Accounts Receivable	4,334.74	0.00	4,334.74
Water - Accounts Receivable			
Accounts Receivable	0.00	417.74	417.74
Accounts Rec. - Backflow	0.00	6,464.51	6,464.51
Accounts Rec. - Water Residents	0.00	109,519.20	109,519.20
Property Tax Receivable	0.00	568.30	568.30
Unbilled Water Receivables	0.00	206,089.39	206,089.39
Total Water - Accounts Receivable	<u>0.00</u>	<u>323,059.14</u>	<u>323,059.14</u>
Total Accounts Receivable	4,334.74	323,059.14	327,393.88
Other Current Assets			
Maint/Parts Inventory	0.00	42,656.32	42,656.32
Prepaid Refuse Charges	12,661.76	0.00	12,661.76
Total Other Current Assets	<u>12,661.76</u>	<u>42,656.32</u>	<u>55,318.08</u>
Total Current Assets	5,573,128.75	1,964,308.19	7,537,436.94
Fixed Assets			
Sewer - Fixed Assets			
General Plant	856,839.45	0.00	856,839.45
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.	2,544,453.41	0.00	2,544,453.41
Total Other Capital Improv.	<u>3,230,052.59</u>	<u>0.00</u>	<u>3,230,052.59</u>
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	<u>5,340,307.33</u>	<u>0.00</u>	<u>5,340,307.33</u>

1:45 PM
 3/24/14
 Accrual Basis

Montara Water & Sanitary District Funds Balance Sheet As of February 28, 2014

Treatment Facility	244,539.84	0.00	244,539.84
Accumulated Depreciation	-5,960,588.00	0.00	-5,960,588.00
Total Sewer - Fixed Assets	<u>4,711,656.21</u>	<u>0.00</u>	<u>4,711,656.21</u>
Water - Fixed Assets			
General Plant	0.00	21,100,979.83	21,100,979.83
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	-6,397,365.00	-6,397,365.00
Total Water - Fixed Assets	<u>0.00</u>	<u>16,845,271.61</u>	<u>16,845,271.61</u>
Total Fixed Assets	<u>4,711,656.21</u>	<u>16,845,271.61</u>	<u>21,556,927.82</u>
Other Assets			
Sewer - Other Assets			
Due from Water Fund	1,548,177.18	0.00	1,548,177.18
Employee Loan	120,139.68	0.00	120,139.68
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	<u>2,687,547.08</u>	<u>0.00</u>	<u>2,687,547.08</u>
Total Sewer - Other Assets	<u>4,355,863.94</u>	<u>0.00</u>	<u>4,355,863.94</u>
Water - Other Assets			
Bond Acquisition Cost OID	0.00	77,180.40	77,180.40
Bond Issue Cost	0.00	77,114.30	77,114.30
Due to Sewer Fund	0.00	-1,548,177.18	-1,548,177.18
Total Water - Other Assets	<u>0.00</u>	<u>-1,393,882.48</u>	<u>-1,393,882.48</u>
Total Other Assets	<u>4,355,863.94</u>	<u>-1,393,882.48</u>	<u>2,961,981.46</u>
TOTAL ASSETS	<u><u>14,640,648.90</u></u>	<u><u>17,415,697.32</u></u>	<u><u>32,056,346.22</u></u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
Sewer - Current Liabilities			
PNC Equip. Loan - S/T	10,395.54	0.00	10,395.54
Total Sewer - Current Liabilities	<u>10,395.54</u>	<u>0.00</u>	<u>10,395.54</u>
Water - Current Liabilities			
Accrued Interest	0.00	81,799.58	81,799.58
PFP Water Deposits	0.00	4,302.50	4,302.50
PNC Equip. Loan - S/T	0.00	10,395.54	10,395.54
Total Water - Current Liabilities	<u>0.00</u>	<u>96,497.62</u>	<u>96,497.62</u>
Payroll Liabilities			
Employee Benefits Payable	1,734.55	5,983.86	7,718.41
Payroll Taxes Payable	1,237.45	1,676.40	2,913.85
Total Payroll Liabilities	<u>2,972.00</u>	<u>7,660.26</u>	<u>10,632.26</u>
Total Other Current Liabilities	<u>13,367.54</u>	<u>104,157.88</u>	<u>117,525.42</u>
Total Current Liabilities	<u>13,367.54</u>	<u>104,157.88</u>	<u>117,525.42</u>

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Accrual Basis

Montara Water & Sanitary District
Funds Balance Sheet
 As of February 28, 2014

Long Term Liabilities			
Sewer - Long Term Liabilities			
Accrued Vacations	14,066.83	0.00	14,066.83
I-Bank Loan	892,219.14	0.00	892,219.14
PNC Equip. Loan - L/T	756,621.19	0.00	756,621.19
Total Sewer - Long Term Liabilities	1,662,907.16	0.00	1,662,907.16
Water - Long Term Liabilities			
Accrued Vacations	0.00	16,654.90	16,654.90
Deferred on Refunding	0.00	-280,322.00	-280,322.00
GO Bonds - L/T	0.00	13,984,429.13	13,984,429.13
PNC Equip. Loan - L/T	0.00	756,621.20	756,621.20
SRF Loan Payable	0.00	409,552.51	409,552.51
Total Water - Long Term Liabilities	0.00	14,886,935.74	14,886,935.74
Total Long Term Liabilities	1,662,907.16	14,886,935.74	16,549,842.90
Total Liabilities	1,676,274.70	14,991,093.62	16,667,368.32
Equity			
Sewer - Equity Accounts			
Capital Assets Net	3,448,211.00	0.00	3,448,211.00
Fund Balance - Unrestricted	8,156,010.78	0.00	8,156,010.78
Retained Earnings	1,139,437.27	0.00	1,139,437.27
Total Sewer - Equity Accounts	12,743,659.05	0.00	12,743,659.05
Water - Equity Accounts			
Capital Assets Net	0.00	-288,324.00	-288,324.00
Restricted Debt Service	0.00	2,546,106.50	2,546,106.50
Unrestricted	0.00	181,521.00	181,521.00
Retained Earnings	0.00	-437,362.47	-437,362.47
Total Water - Equity Accounts	0.00	2,001,941.03	2,001,941.03
Net Income	220,715.15	422,662.67	643,377.82
Total Equity	12,964,374.20	2,424,603.70	15,388,977.90
TOTAL LIABILITIES & EQUITY	14,640,648.90	17,415,697.32	32,056,346.22

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2013 through February 2014

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 Accrual Basis

	Jul '13 - Feb 14	Sewer Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 - Cell Tower Lease	20,752.08	20,736.00	16.08
4330 - Engineering Review	9,756.00		
4400 - Fees			
4410 - Administrative Fee (New Constr)	1,350.00	1,504.00	-154.00
4420 - Administrative Fee (Remodel)	2,250.00	600.00	1,650.00
4430 - Inspection Fee (New Constr)	1,275.00	1,400.00	-125.00
4440 - Inspection Fee (Remodel)	3,390.00	568.00	2,822.00
4460 - Remodel Fees	4,513.00	1,464.00	3,049.00
Total 4400 - Fees	12,778.00	5,536.00	7,242.00
4610 - Property Tax Receipts	214,273.45	112,500.00	101,773.45
4710 - Sewer Service Charges	1,087,719.12	995,508.00	92,211.12
4720 - Sewer Service Refunds, Customer	-343.66	-1,336.00	992.34
4760 - Waste Collection Revenues	9,748.22	8,664.00	1,084.22
Total Income	1,354,663.21	1,141,608.00	213,075.21
Expense			
5000 - Administrative			
5190 - Bank Fees			
5200 - Board of Directors	2,920.39	2,064.00	856.39
5210 - Board Meetings	1,601.17	1,336.00	265.17
5220 - Director Fees	2,550.00	1,664.00	886.00
5230 - Election Expenses	0.00	6,664.00	-6,664.00
Total 5200 - Board of Directors	4,151.17	9,664.00	-5,512.83
5250 - Conference Attendance	0.00	1,336.00	-1,336.00
5270 - Information Systems	3,372.84	2,000.00	1,372.84
5300 - Insurance			
5310 - Fidelity Bond	0.00	600.00	-600.00
5320 - Property & Liability Insurance	1,562.75	1,000.00	562.75
Total 5300 - Insurance	1,562.75	1,600.00	-17.25
5350 - LAFCO Assessment	1,548.00	864.00	684.00
5400 - Legal			
5420 - Meeting Attendance, Legal	7,115.00	6,664.00	451.00
5430 - General Legal	12,837.50	13,336.00	-498.50
Total 5400 - Legal	19,952.50	20,000.00	-47.50
5510 - Maintenance, Office	1,700.00	1,000.00	700.00
5520 - Meetings, Local	172.65	200.00	-27.35
5540 - Office Supplies	4,162.38	6,000.00	-1,837.62
5550 - Postage	1,436.40	2,664.00	-1,227.60
5560 - Printing & Publishing	3,524.65	1,336.00	2,188.65
5600 - Professional Services			
5610 - Accounting	16,804.75	16,664.00	140.75
5620 - Audit	12,050.00	8,664.00	3,386.00
5630 - Consulting	0.00	7,664.00	-7,664.00
5640 - Data Services	5,223.92	3,664.00	1,559.92
5660 - Payroll Services	100.95	536.00	-435.05
Total 5600 - Professional Services	34,179.62	37,192.00	-3,012.38

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2013 through February 2014

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 Accrual Basis

	Jul '13 - Feb 14	Sewer Budget	\$ Over Budget
5710 · San Mateo Co. Tax Roll Charges	0.00	2,000.00	-2,000.00
5720 · Telephone & Internet, Admin	8,060.96	3,400.00	4,660.96
5730 · Travel, Local	890.24	1,000.00	-109.76
5740 · Reference Materials	0.00	136.00	-136.00
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	8,065.39	5,464.00	2,601.39
5820 · Employee Benefits	27,411.36	24,960.00	2,451.36
5830 · Disability Insurance	742.95	440.00	302.95
5840 · Payroll Taxes	9,192.70	5,968.00	3,224.70
5900 · Wages			
5910 · Management	51,128.90	48,488.00	2,640.90
5920 · Staff	63,576.64	62,816.00	760.64
5930 · Staff Certification	1,200.00		
5940 · Staff Overtime	1,748.94		
5950 · Staff Standby	502.65		
Total 5900 · Wages	118,157.13	111,304.00	6,853.13
5960 · Worker's Comp Insurance	428.01	4,848.00	-4,418.99
Total 5800 · Labor	163,998.54	152,984.00	11,014.54
Total 5000 · Administrative	251,653.09	245,440.00	6,213.09
6000 · Operations			
6170 · Claims, Property Damage	8,920.16	6,654.00	2,266.16
6195 · Education & Training	1,050.00	664.00	386.00
6200 · Engineering			
6210 · Meeting Attendance, Engineering	0.00	3,336.00	-3,336.00
6220 · General Engineering	17,684.00	16,664.00	1,020.00
Total 6200 · Engineering	17,684.00	20,000.00	-2,316.00
6320 · Equipment & Tools, Expensed	17,684.00		
6330 · Facilities	1,229.46		
6335 · Alarm Services	4,102.77	3,000.00	1,102.77
6337 · Landscaping	1,330.00	1,600.00	-270.00
Total 6330 · Facilities	5,432.77	4,600.00	832.77
6400 · Pumping			
6410 · Pumping Fuel & Electricity	16,771.44	23,336.00	-6,564.56
Total 6400 · Pumping	16,771.44	23,336.00	-6,564.56
6600 · Collection/Transmission			
6660 · Maintenance, Collection System			
Total 6600 · Collection/Transmission	0.00	13,336.00	-13,336.00
6900 · Sewer Authority Midcoastside			
6910 · SAM Collections	221,912.00	221,912.00	0.00
6920 · SAM Operations	438,126.00	438,136.00	-8.00
6930 · SAM Prior Year Adjustment	0.00	-177,856.00	177,856.00

See Executive Summary Document

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Accrual Basis

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2013 through February 2014

	Jul '13 - Feb 14	Sewer		\$ Over Budget
		Budget		
6940 - SAM Maintenance, Collection Sys	15,550.34	26,664.00		-11,113.66
6950 - SAM Maintenance, Pumping	40,358.78	26,664.00		13,694.78
Total 6900 - Sewer Authority Midcoastside	715,949.12	535,520.00		180,429.12
Total 6000 - Operations	767,036.95	604,120.00		162,916.95
Total Expense	1,018,690.04	849,560.00		169,130.04
Net Ordinary Income	335,993.17	292,048.00		43,945.17
Other Income/Expense				
Other Income				
7000 - Capital Account Revenues				
7100 - Connection Fees				
7110 - Connection Fees (New Constr)	0.00	74,400.00		-74,400.00
7120 - Connection Fees (Remodel)	55,952.00	9,336.00		46,616.00
Total 7100 - Connection Fees	55,952.00	83,736.00		-27,784.00
7200 - Interest Income - LAIF	5,587.27	5,336.00		251.27
7700 - Interest, Employee Loans	3,301.31	2,760.00		541.31
Total 7000 - Capital Account Revenues	64,840.58	91,832.00		-26,991.42
Total Other Income	64,840.58	91,832.00		-26,991.42
Other Expense				
8000 - Capital Improvement Program				
8075 - Sewer				
Total 8000 - Capital Improvement Program	137,212.64	1,179,200.00		-1,041,987.36
9000 - Capital Account Expenses				
9125 - PNC Equipment Lease Interest	15,312.15	15,208.00		104.15
9175 - Capital Assessment - SAM	0.00	121,336.00		-121,336.00
9200 - I-Bank Loan	27,593.81	27,594.00		-0.19
Total 9000 - Capital Account Expenses	42,905.96	164,138.00		-121,232.04
Total Other Expense	180,118.60	1,343,838.00		-1,163,719.40
Net Other Income	-115,278.02	-1,251,506.00		1,136,227.98
Net Income	220,745.15	-959,458.00		1,180,173.15

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2013 through February 2014

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 Accrual Basis

	Jul '13 - Feb 14	Water Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 · Cell Tower Lease	20,752.08	20,736.00	16.08
4330 · Engineering Review	14,634.00		
4400 · Fees			
4410 · Administrative Fee (New Constr)	3,150.00	1,504.00	1,646.00
4420 · Administrative Fee (Remodel)	450.00	600.00	-150.00
4430 · Inspection Fee (New Constr)	2,875.00	1,400.00	1,475.00
4440 · Inspection Fee (Remodel)	425.00	568.00	-143.00
Total 4400 · Fees	7,000.00	4,072.00	2,928.00
4610 · Property Tax Receipts	214,273.49	112,500.00	101,773.49
4740 · Testing, Backflow	8,388.00	7,664.00	1,324.00
4810 · Water Sales, Domestic	1,128,464.26	1,068,800.00	58,664.26
4850 · Water Sales Refunds, Customer	-7,255.49	-2,664.00	-4,591.49
4990 · Other Revenue	2,359.54		
Total Income	1,389,215.88	1,212,108.00	177,107.88
Expense			
5000 · Administrative			
5190 · Bank Fees	4,427.87	6,000.00	-1,572.13
5200 · Board of Directors			
5210 · Board Meetings	1,601.16	1,336.00	265.16
5220 · Director Fees	1,425.00	1,664.00	-239.00
5230 · Election Expenses	0.00	6,664.00	-6,664.00
Total 5200 · Board of Directors	3,026.16	9,664.00	-6,637.84
5240 · CDPH Fees	5,590.94	13,336.00	-7,745.06
5250 · Conference Attendance	0.00	3,336.00	-3,336.00
5270 · Information Systems	0.00	4,000.00	-4,000.00
5300 · Insurance			
5310 · Fidelity Bond	0.00	600.00	-600.00
5320 · Property & Liability Insurance	1,582.76	1,000.00	582.76
Total 5300 · Insurance	1,582.76	1,600.00	-17.24
5350 · LAFCO Assessment	2,026.00	1,136.00	890.00
5400 · Legal			
5420 · Meeting Attendance, Legal	5,715.00	6,664.00	-949.00
5430 · General Legal	43,055.00	46,664.00	-3,609.00
Total 5400 · Legal	48,770.00	53,328.00	-4,558.00
5510 · Maintenance, Office	1,162.99	1,000.00	162.99
5520 · Meetings, Local	43.15	200.00	-156.85
5530 · Memberships	17,734.94	11,664.00	6,070.94
5540 · Office Supplies	5,276.14	6,000.00	-723.86
5550 · Postage	3,034.94	5,336.00	-2,301.06
5560 · Printing & Publishing	2,171.02	1,336.00	835.02
5600 · Professional Services			
5610 · Accounting	16,804.75	16,664.00	140.75
5620 · Audit	12,050.00	8,664.00	3,386.00
5630 · Consulting	12,370.64	21,000.00	-8,629.36
5650 · Labor Representation	6,750.00	6,000.00	750.00
5660 · Payroll Services	292.95	536.00	-243.05
Total 5600 · Professional Services	48,268.34	52,864.00	-4,595.66

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2013 through February 2014

	Jul '13 - Feb 14	Water Budget	\$ Over Budget
5720 - Telephone & Internet, Admin	1,584.34	3,400.00	-1,815.66
5730 - Travel, Local	1,730.68	1,000.00	730.68
5740 - Reference Materials	0.00	536.00	-536.00
5800 - Labor			
5810 - CalPERS 457 Deferred Plan	18,656.80	16,592.00	2,064.80
5820 - Employee Benefits	44,080.47	39,416.00	4,664.47
5830 - Disability Insurance	1,520.39	1,208.00	312.39
5840 - Payroll Taxes	21,333.01	20,840.00	493.01
5900 - Wages			
5910 - Management	53,138.92		
5920 - Staff	191,552.14		
5930 - Staff Certification	6,315.00		
5940 - Staff Overtime	16,670.32		
5950 - Staff Standby	7,327.50		
Total 5900 - Wages	274,983.88	299,727.00	-24,743.12
5960 - Worker's Comp Insurance	9,806.65	17,240.00	-7,433.35
Total 5800 - Labor	370,381.20	395,023.00	-24,641.80
Total 5000 - Administrative	516,811.47	570,758.00	-53,947.53
6000 - Operations			
6150 - Backflow Prevention	1,084.97	1,400.00	-315.03
6170 - Claims, Property Damage	0.00	6,664.00	-6,664.00
6180 - Communications			
6185 - Communications Equip, Expensed	2,800.85	11,664.00	-8,863.15
6187 - Telephone & Internet, Comm.	492.50	2,136.00	-1,643.50
Total 6180 - Communications	3,293.35	13,800.00	-10,506.65
6195 - Education & Training	2,410.78		
6200 - Engineering			
6210 - Meeting Attendance, Engineering	1,716.25	6,664.00	-4,947.75
6220 - General Engineering	28,372.32	16,664.00	11,708.32
6230 - Water Quality Engineering	5,635.63	66,664.00	-61,028.37
Total 6200 - Engineering	35,724.20	89,992.00	-54,267.80
6320 - Equipment & Tools, Expensed	4,666.45	8,664.00	-3,997.55
6330 - Facilities			
6335 - Alarm Services	0.00	200.00	-200.00
6337 - Landscaping	2,100.00	2,400.00	-300.00
6330 - Facilities - Other	238.00		
Total 6330 - Facilities	2,338.00	2,600.00	-262.00
6370 - Lab Supplies & Equipment	285.62		
6380 - Meter Reading	5,787.11	1,336.00	4,451.11
6400 - Pumping			
6410 - Pumping Fuel & Electricity	44,754.16	30,000.00	14,754.16
6420 - Pumping Maintenance, Generators	7,516.83	10,000.00	-2,483.17
6440 - Pumping Equipment, Expensed	3,385.83	16,664.00	-13,278.17
Total 6400 - Pumping	55,656.82	56,664.00	-1,007.18

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2013 through February 2014

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 Accrual Basis

	Jul '13 - Feb 14	Water Budget	\$ Over Budget
6500 - Supply			
6510 - Maintenance, Supply Mains	0.00	3,336.00	-3,336.00
6520 - Maintenance, Wells	2,883.96	664.00	2,219.96
6530 - Water Purchases	19,655.64	186,664.00	-167,008.36
Total 6500 - Supply	22,539.60	190,664.00	-168,124.40
6600 - Collection/Transmission			
6610 - Hydrants	438.15	1,336.00	-897.85
6620 - Maintenance, Mains	33,679.10	33,336.00	343.10
6630 - Maintenance, Service Lines	8,503.20	20,000.00	-11,496.80
6640 - Maintenance, Tanks	593.07	4,336.00	-3,742.93
6650 - Maint., Transmission General	5,782.96	4,336.00	1,446.96
6670 - Meters	0.00	3,336.00	-3,336.00
Total 6600 - Collection/Transmission	49,996.48	66,660.00	-17,663.52
6700 - Treatment			
6710 - Chemicals & Filtering	5,618.47	14,000.00	-8,381.53
6720 - Maintenance, Treatment Equip.	5,098.33	5,000.00	98.33
6730 - Treatment Analysis	15,240.32	15,336.00	-95.68
Total 6700 - Treatment	25,957.12	34,336.00	-8,378.88
6770 - Uniforms			
6800 - Vehicles	5,714.73	5,664.00	50.73
6810 - Fuel			
6820 - Vehicular Equipment, Expensed	5,225.67	6,664.00	-1,438.33
6830 - Vehicular Repairs	3,065.55	664.00	2,401.55
6840 - Vehicular Repairs	6,238.42	1,336.00	4,902.42
Total 6800 - Vehicles	14,529.64	8,664.00	5,865.64
6890 - Other Operations			
6900 - Other Operations	4,718.34		
Total 6000 - Operations	233,713.21	487,128.00	-253,414.79
Total Expense	750,524.68	1,057,887.00	-307,362.32
Net Ordinary Income	638,691.20	154,221.00	484,470.20
Other Income/Expense			
7000 - Capital Account Revenues			
7100 - Connection Fees			
7110 - Connection Fees (New Constr)	21,845.00	48,536.00	-26,691.00
7120 - Connection Fees (Remodel)	0.00	1,936.00	-1,936.00
7130 - Conn. Fees, PFP (New Constr)	10,908.69	25,400.00	-14,491.31
7140 - Conn. Fees, PFP (Remodel)	-150.00	6,064.00	-6,214.00
Total 7100 - Connection Fees	32,603.69	81,936.00	-49,332.31
7600 - Bond Revenues, G.O.			
7600 - Bond Revenues, G.O.	663,293.43	766,960.00	-103,666.57
Total 7000 - Capital Account Revenues	695,897.12	848,896.00	-152,998.88
Total Other Income	695,897.12	848,896.00	-152,998.88
Other Expense			
8000 - Capital Improvement Program			
8100 - Water			
8100 - Water	537,894.21	112,464.00	425,430.21
Total 8000 - Capital Improvement Program	537,894.21	112,464.00	425,430.21

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2013 through February 2014

	Jul '13 - Feb 14	Water Budget	\$ Over Budget
9000 - Capital Account Expenses			
9100 - Interest Expense - GO Bonds	354,780.44	236,520.00	118,260.44
9125 - PNC Equipment Lease Interest	15,312.14	15,208.00	104.14
9150 - SRF Loan	3,938.86	4,784.00	-845.14
Total 9000 - Capital Account Expenses	374,031.44	256,512.00	117,519.44
Total Other Expense	911,925.65	368,976.00	542,949.65
Net Other Income	-216,028.53	479,920.00	-695,948.53
Net Income	422,662.67	634,141.00	-211,478.33

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2013 through February 2014

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 Accrual Basis

	Jul '13 - Feb 14	Water Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 - Cell Tower Lease	20,752.06	20,736.00	16.08
4330 - Engineering Review	14,634.00		
4400 - Fees			
4410 - Administrative Fee (New Constr)	3,150.00	1,504.00	1,646.00
4420 - Administrative Fee (Remodel)	450.00	600.00	-150.00
4430 - Inspection Fee (New Constr)	2,875.00	1,400.00	1,575.00
4440 - Inspection Fee (Remodel)	425.00	568.00	-143.00
Total 4400 - Fees	7,000.00	4,072.00	2,928.00
4610 - Property Tax Receipts	214,273.49	112,500.00	101,773.49
4740 - Testing, Backflow	8,888.00	7,664.00	1,324.00
4810 - Water Sales, Domestic	1,128,464.26	1,069,800.00	58,664.26
4850 - Water Sales Refunds, Customer	-7,255.49	-2,664.00	-4,591.49
4890 - Other Revenue	2,359.54		
Total Income	1,389,215.88	1,212,108.00	177,107.88
Expense			
5000 - Administrative			
5190 - Bank Fees	4,427.87	6,000.00	-1,572.13
5200 - Board of Directors			
5210 - Board Meetings	1,601.16	1,336.00	265.16
5220 - Director Fees	1,425.00	1,664.00	-239.00
5230 - Election Expenses	0.00	6,664.00	-6,664.00
Total 5200 - Board of Directors	3,026.16	9,664.00	-6,637.84
5240 - CDPH Fees	5,590.94	13,336.00	-7,745.06
5250 - Conference Attendance	0.00	3,336.00	-3,336.00
5270 - Information Systems	0.00	4,000.00	-4,000.00
5300 - Insurance			
5310 - Fidelity Bond	0.00	600.00	-600.00
5320 - Property & Liability Insurance	1,582.76	1,000.00	582.76
Total 5300 - Insurance	1,582.76	1,600.00	-17.24
5350 - LAFCO Assessment	2,026.00	1,136.00	890.00
5400 - Legal			
5420 - Meeting Attendance, Legal	5,715.00	6,664.00	-949.00
5430 - General Legal	43,055.00	46,664.00	-3,609.00
Total 5400 - Legal	48,770.00	53,328.00	-4,558.00
5510 - Maintenance, Office	1,162.99	1,000.00	162.99
5520 - Meetings, Local	43.15	200.00	-156.85
5530 - Memberships	17,734.94	11,664.00	6,070.94
5540 - Office Supplies	5,276.14	6,000.00	-723.86
5550 - Postage	3,034.94	5,336.00	-2,301.06
5560 - Printing & Publishing	2,171.02	1,336.00	835.02
5600 - Professional Services			
5610 - Accounting	16,804.75	16,664.00	140.75
5620 - Audit	12,050.00	8,664.00	3,386.00
5630 - Consulting	12,370.64	21,000.00	-8,629.36
5650 - Labor Representation	6,750.00	6,000.00	750.00
5660 - Payroll Services	292.95	536.00	-243.05
Total 5600 - Professional Services	48,268.34	52,864.00	-4,595.66

Montara Water & Sanitary District Revenue & Expenditures Budget vs. Actual - Water July 2013 through February 2014

	Water		
	Jul '13 - Feb 14	Budget	\$ Over Budget
5720 - Telephone & Internet, Admin	1,584.34	3,400.00	-1,815.66
5730 - Travel, Local	1,730.68	1,000.00	730.68
5740 - Reference Materials	0.00	536.00	-536.00
5800 - Labor			
5810 - CalPERS 457 Deferred Plan	18,656.80	16,592.00	2,064.80
5820 - Employee Benefits	44,080.47	39,416.00	4,664.47
5830 - Disability Insurance	1,520.39	1,208.00	312.39
5840 - Payroll Taxes	21,333.01	20,840.00	493.01
5900 - Wages			
5910 - Management	53,138.92	48,488.00	4,650.92
5920 - Staff	191,532.14	189,528.00	2,004.14
5930 - Staff Certification	6,315.00	10,312.00	-3,997.00
5940 - Staff Overtime	16,670.32	40,256.00	-23,585.68
5950 - Staff Standby	7,327.50	11,143.00	-3,815.50
Total 5900 - Wages	274,983.88	299,727.00	-24,743.12
5960 - Worker's Comp Insurance	9,806.65	17,240.00	-7,433.35
Total 5800 - Labor	370,381.20	395,023.00	-24,641.80
Total 5000 - Administrative	516,811.47	570,759.00	-53,947.53
6000 - Operations			
6160 - Backflow Prevention	1,084.97	1,400.00	-315.03
6170 - Claims, Property Damage	0.00	6,664.00	-6,664.00
6180 - Communications			
6185 - Communications Equip, Expensed	2,800.85	11,664.00	-8,863.15
6187 - Telephone & Internet, Comm.	492.50	2,136.00	-1,643.50
Total 6180 - Communications	3,293.35	13,800.00	-10,506.65
6195 - Education & Training	2,410.78		
6200 - Engineering			
6210 - Meeting Attendance, Engineering	1,716.25	6,664.00	-4,947.75
6220 - General Engineering	28,372.32	16,664.00	11,708.32
6230 - Water Quality Engineering	5,635.63	66,664.00	-61,028.37
Total 6200 - Engineering	35,724.20	89,992.00	-54,267.80
6320 - Equipment & Tools, Expensed	4,666.45	8,664.00	-3,997.55
6330 - Facilities			
6335 - Alarm Services	0.00	200.00	-200.00
6337 - Landscaping	2,100.00	2,400.00	-300.00
6330 - Facilities - Other	238.00		
Total 6330 - Facilities	2,338.00	2,600.00	-262.00
6370 - Lab Supplies & Equipment	285.62		
6380 - Meter Reading	5,787.11	1,336.00	4,451.11
6400 - Pumping			
6410 - Pumping Fuel & Electricity	44,754.16	30,000.00	14,754.16
6420 - Pumping Maintenance, Generators	7,516.83	10,000.00	-2,483.17
6440 - Pumping Equipment, Expensed	3,385.83	16,664.00	-13,278.17
Total 6400 - Pumping	55,656.82	56,664.00	-1,007.18

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2013 through February 2014

	Jul '13 - Feb 14	Water Budget	\$ Over Budget
6500 - Supply			
6510 - Maintenance, Supply Mains	0.00	3,336.00	-3,336.00
6520 - Maintenance, Wells	2,883.96	664.00	2,219.96
6530 - Water Purchases	19,655.64	186,664.00	-167,008.36
Total 6500 - Supply	22,539.60	190,664.00	-168,124.40
6800 - Collection/Transmission			
6810 - Hydrants	438.15	1,336.00	-897.85
6820 - Maintenance, Mains	33,679.10	33,336.00	343.10
6830 - Maintenance, Service Lines	8,503.20	20,000.00	-11,496.80
6840 - Maintenance, Tanks	593.07	4,336.00	-3,742.93
6850 - Maint., Transmission General	5,782.96	4,336.00	1,446.96
6870 - Meters	0.00	3,336.00	-3,336.00
Total 6800 - Collection/Transmission	48,996.48	66,680.00	-17,683.52
6700 - Treatment			
6710 - Chemicals & Filtering	5,618.47	14,000.00	-8,381.53
6720 - Maintenance, Treatment Equip.	5,098.33	5,000.00	98.33
6730 - Treatment Analysis	15,240.32	15,336.00	-95.68
Total 6700 - Treatment	25,957.12	34,336.00	-8,378.88
6770 - Uniforms			
6800 - Vehicles	5,714.73	5,664.00	50.73
6810 - Fuel			
6820 - Vehicular Equipment, Expensed	5,225.67	6,664.00	-1,438.33
6830 - Vehicular Repairs	3,065.55	664.00	2,401.55
6840 - Vehicular Repairs	6,238.42	1,336.00	4,902.42
Total 6800 - Vehicles	14,529.64	8,664.00	5,865.64
6890 - Other Operations	4,718.34		
Total 6000 - Operations	233,713.21	487,128.00	-253,414.79
Total Expense	750,524.68	1,057,887.00	-307,362.32
Net Ordinary Income	636,691.20	154,221.00	484,470.20
Other Income/Expense			
Other Income			
7000 - Capital Account Revenues			
7100 - Connection Fees			
7110 - Connection Fees (New Constr)	21,845.00	48,536.00	-26,691.00
7120 - Connection Fees (Remodel)	0.00	1,936.00	-1,936.00
7130 - Conn. Fees, PFP (New Constr)	10,908.69	25,400.00	-14,491.31
7140 - Conn. Fees, PFP (Remodel)	-150.00	6,064.00	-6,214.00
Total 7100 - Connection Fees	32,603.69	81,936.00	-49,332.31
7600 - Bond Revenues, G.O.	663,293.43	766,960.00	-103,666.57
Total 7000 - Capital Account Revenues	695,897.12	848,896.00	-152,998.88
Total Other Income	685,897.12	848,896.00	-152,998.88
Other Expense			
8000 - Capital Improvement Program			
8100 - Water	537,894.21	112,464.00	425,430.21
Total 8000 - Capital Improvement Program	537,894.21	112,464.00	425,430.21

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2013 through February 2014

	Jul '13 - Feb 14	Water Budget	\$ Over Budget
9000 - Capital Account Expenses			
9100 - Interest Expense - GO Bonds	354,780.44	236,520.00	118,260.44
9125 - PNC Equipment Lease Interest	15,312.14	15,208.00	104.14
9150 - SRF Loan	3,938.86	4,784.00	-845.14
Total 9000 - Capital Account Expenses	374,031.44	256,512.00	117,519.44
Total Other Expense	911,925.65	368,976.00	542,949.65
Net Other Income	-216,028.53	479,920.00	-695,948.53
Net Income	422,662.67	634,141.00	-211,478.33



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: April 10, 2014

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

SUBJECT: Unaudited Financial Statements – Executive Summary

Budget vs. Actual – Sewer July through February, 2014 Variances over \$2,000:

- 4440 Inspection Fee (Remodel), \$2,822 above Budget – higher than anticipated remodel projects.
- 4460 Remodel Fees, \$3,049 above Budget – three additional re-model permit fees issued in February. **New Variance.**
- 4610 Property Tax Receipts, \$101,773 above Budget –The District received an unanticipated ERAF Refund of \$98,359 into this account.
- 4710 Sewer Service Charges, \$92,211 above Budget – unequal cash flow throughout the fiscal year. Only two large checks deposits in December and April.
- **Overall Total Operating Income for the period ending February 28, 2014 was \$213,075 above budget.**
- 5230 Elections Expenses, \$6,664 below Budget – final bill expected.
- 5560 Printing & Publishing, \$2,189 above Budget - Water Quality Reports and other informational documents higher cost than anticipated.
- 5620 Audit, \$3,386 above Budget – yearly contract smoothed over a twelve month period. Expenditure will fall in line with budget as the fiscal year nears completion. **New Variance.**
- 5630 Consulting, \$7,664 below Budget – consulting work expected later this fiscal year.
- 5710 San Mateo Co. Tax Roll Changes, \$2,000 below Budget – Charges expected later in the fiscal year. **New variance.**
- 5720 Telephone & Internet, Admin, \$4,661 above Budget – Higher cost on sewer lines than anticipated. Water line costs are lower than anticipated.
- 5800 Labor, \$11,015 above Budget - Sewer actual expenses exceeded the Budget by \$11,015. Conversely, Water actual expenses are \$24,642 below budget. The net impact on the sewer and water budget is \$13,627 below budget.
 - In just three line items in Water: Certification, Overtime, and Standby all have come in year to date under budget due to staff changes and increased operational efficiencies.
- 6170 Claims, Property Damage, \$2,256 above Budget – Liability claim reimbursement received in February. **New Variance.**



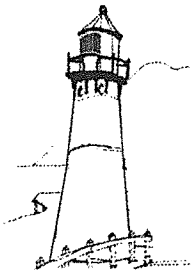
MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: April 10, 2014

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 6210 Meeting Attendance, Engineering, \$3,336 below Budget – less Sewer Engineer attendance than anticipated.
- 6410 Pumping Fuel & Electricity, \$6,565 below Budget – less pumping, perhaps due to lack of rain.
- 6660 Maintenance, Collection System, \$13,336 below Budget – less repairs than anticipated.
- 6930 SAM Prior Year Adjustment, \$177,856 above Budget - expected payment from SAM to MWSD has not yet been received.
- 6940 SAM Maintenance, Collection System, \$11,114 below Budget – less repairs than anticipated.
- 6950 SAM Maintenance, Pumping, \$13,695 above Budget – Large expense incurred in February for a sewer lift station. **New Variance.**
- **Overall Total Operating Expenses for the period ending February 28, 2014 were \$169,130 above Budget.**
- 7100 Connection Fees, \$27,784 below Budget – increase in sewer connection fees expected later this fiscal year due to District's PWP approval.
- 8075 Sewer CIP, \$1,041,987 below Budget – Sewer Improvement Project will be implemented later this fiscal year.
- 9175 Capital Assessment - SAM, \$121,336 below Budget – SAM Draft CIP not yet approved.



MONTARA WATER AND SANITARY DISTRICT AGENDA

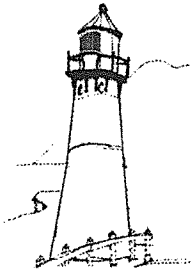
For Meeting Of: April 10, 2014

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

Budget vs. Actual – Water July through February, 2014 Variances over \$2,000:

- 4610 Property Tax Receipts, \$101,773 above Budget – The District received an unanticipated ERAF Refund of \$98,359 into this account.
- 4810 Water Sales Domestic, \$58,664 above Budget – More water sold to date than anticipated. Prior months showed an amount below budget due to a catch-up entry of unbilled receivables not being booked until this past month.
- 4850 Water Sales Refunds, Customer, \$4,591 above Budget – customer refunds higher than anticipated.
- 4990 Other Revenue, \$2,360 above budget – Old Work Truck Auctioned off, variance due to account being un-budgeted.
- **Overall Total Operating Income for the period ending February 28, 2014 was \$177,108 above budget.**
- 5230 Elections Expenses, \$6,664 below Budget – final bill expected in the current fiscal year.
- 5240 CDPH Fees, \$7,745 below Budget – CDPH Sanitary Survey scheduled for later this fiscal year.
- 5250 Conference Attendance, \$3,336 below Budget - conference attendance anticipated later this fiscal year.
- 5270 Information Systems, \$4,000 below Budget – expenditures expected later this fiscal year.
- 5430 General Legal, \$3,609 below Budget – less legal reviews than anticipated.
- 5530 Memberships, \$6,071 above Budget – less Membership Fee payments anticipated later this fiscal year, budgeted expenditures smoothed over twelve months.
- 5550 Postage, \$2,301 below Budget – Less informational mailings than anticipated.
- 5620 Audit, \$3,386 above Budget – yearly contract smoothed over a twelve month period. Expenditure will fall in line with budget as the fiscal year nears completion. **New Variance.**
- 5630 Consulting, \$8,629 below Budget – additional consulting work expected later this fiscal year.
- 5800 Labor, \$24,642 below Budget - Sewer actual expenses exceeded the Budget by \$11,015. Conversely, Water actual expenses are \$24,642 below budget. The net impact on the sewer and water budget is \$13,627 below budget.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: April 10, 2014

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- In just three line items in Water: Certification, Overtime, and Standby all have come in year to date under budget due to staff changes and increased operational efficiencies.
- 6170 Claims, Property Damage, \$6,664 below Budget – no claims to date.
- 6180 Communications, \$10,507 below Budget - Strategic Plan and other expenditures expected later this fiscal year.
- 6200 Engineering, \$54,268 below Budget – less General Engineering and Water Quality Engineering services needed than anticipated to date. CDPH site survey, WQ report etc. expected to increase cost later this fiscal year.
- 6320 Equipment & Tools, Expensed, \$3,998 below Budget – less costs than anticipated.
- 6380 Meter Reading, \$4,451 above Budget – Purchase of necessary equipment.
- 6510 Maintenance Supply Mains, \$3,336 below Budget – re-allocation of expenses to collection/transmission group to accurately reflect activity.
- **New Verbiage.**
- 6520 Maintenance Wells, \$2,220 above Budget - higher well maintenance than anticipated.
- 6530 Water Purchases, \$167,008 below Budget – the Budget was prepared with the expectation that the District would make payments in arrears to the County in fiscal year 13/14. However, the largest payment of \$200K was accrued to fiscal year end June 30, 2013. Current year payments will be calculated based on actual water purchases.
- 6600 Collection/Transmission, \$17,684 below Budget – less leak repairs than anticipated.
- 6700 Treatment, \$8,379 below Budget - North Airport Well 2 treatment cost expected to increase later this fiscal year.
- 6800 Vehicles, \$5,866 above Budget - higher maintenance costs than anticipated.
- **Overall Total Operating Expenses for the period ending February 28, 2014 were \$307,362 below Budget.**
- 7100 Connection Fees, \$49,332 below Budget - increase in water connection fees expected later this fiscal year due to District's PWP approval.
- 7600 Bond Revenues, G.O. \$103,667 below Budget – first payment less than expected.
- 8100 Water CIP, \$425,430 above Budget – Budgeted is only the transfer to the capital fund. Expenditures show all capital costs.
- 9100 Interest Expense GO Bonds, \$118,260 above Budget – Interest expense based on a twelve month breakout of the yearly expense.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: April 10, 2014

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

RECOMMENDATION:

This is for Board information only



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: April 10, 2014

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

A handwritten signature in blue ink, appearing to be 'Clemens Heldmaier'. The signature is fluid and cursive, written over the printed name.

SUBJECT: SAM Flow Report for April 2014

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

- Flow Report for February 2014.
- Collection System Monthly Overflow Report – February 2014.

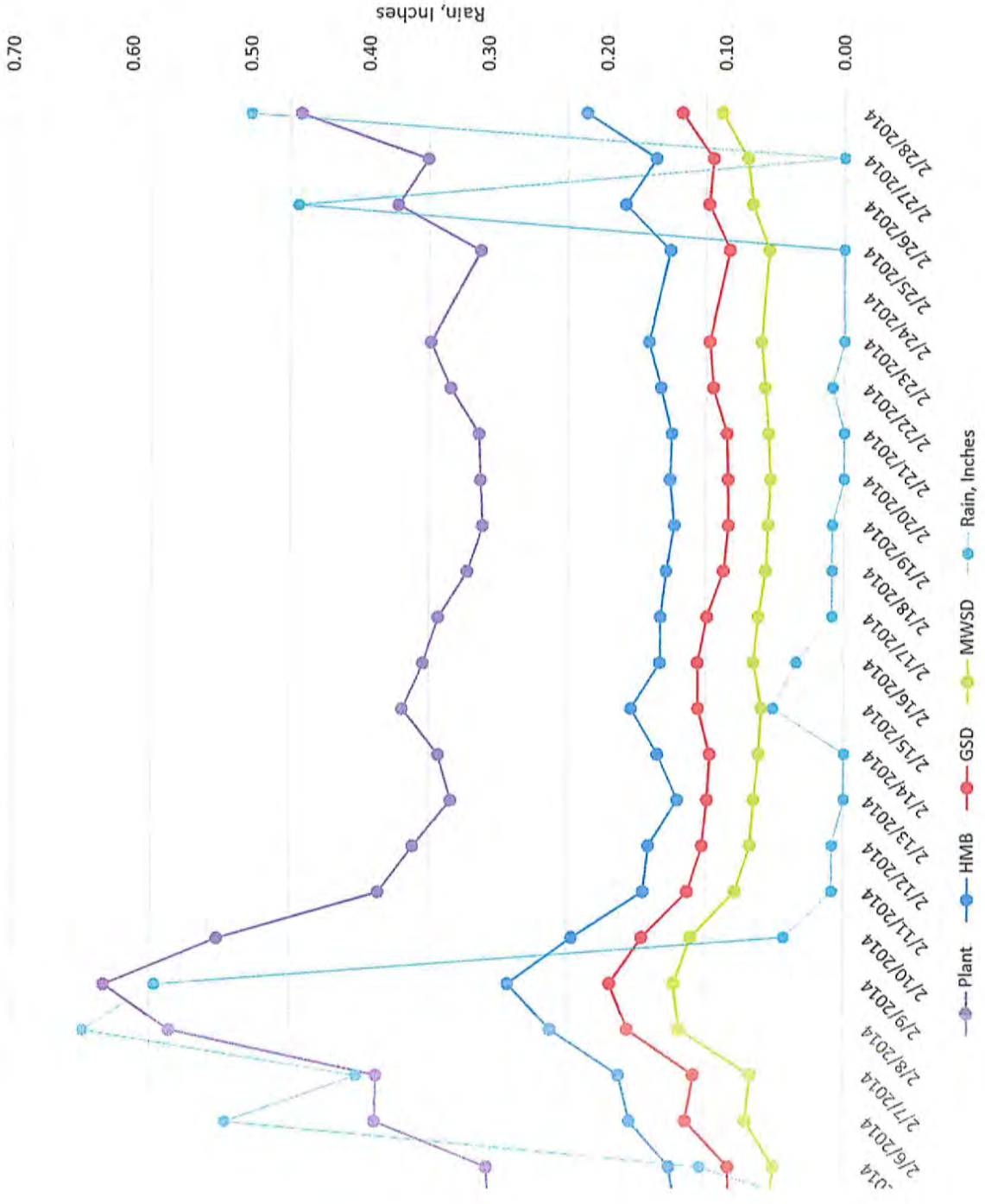
The Average Daily Flow for Montara was 0.343 MGD in February 2014. There was no reportable overflow in February in the Montara System. SAM indicates there were 7.30 inches of rain in February 2014.

RECOMMENDATION:

Review and file.

Attachments

Sewer Authority Mid-Coastside Monthly Flow Distribution Report, February 2014



Sewer Authority Mid-Coastside

Monthly Flow Distribution Report

<u>Date</u>	<u>HMB</u>	<u>GSD</u>	<u>MWSD</u>	<u>Plant</u>	<u>Rain Plant</u>	<u>Rain Portola</u>	<u>Rain Montara</u>
2/1/2014	0.640	0.414	0.288	1.343	0.00	0.00	0.00
2/2/2014	0.812	0.601	0.411	1.825	0.64	0.80	1.26
2/3/2014	0.671	0.433	0.282	1.386	0.01	0.00	0.00
2/3/2014	0.671	0.433	0.282	1.386	0.01	0.00	0.00
2/4/2014	0.601	0.407	0.267	1.275	0.00	0.20	0.00
2/5/2014	0.624	0.412	0.249	1.285	0.12	0.53	0.15
2/6/2014	0.770	0.568	0.351	1.689	0.52	0.52	0.77
2/7/2014	0.810	0.541	0.334	1.685	0.41	0.39	0.70
2/8/2014	1.059	0.780	0.593	2.432	0.64	0.15	1.46
2/9/2014	1.211	0.844	0.612	2.668	0.58	0.00	0.98
2/10/2014	0.983	0.728	0.551	2.262	0.05	0.00	0.40
2/11/2014	0.725	0.565	0.392	1.682	0.01	0.00	0.00
2/12/2014	0.706	0.512	0.339	1.558	0.01	0.00	0.00
2/13/2014	0.601	0.494	0.325	1.421	0.00	0.00	0.00
2/14/2014	0.674	0.485	0.307	1.466	0.00	0.14	0.07
2/15/2014	0.770	0.528	0.299	1.597	0.06	0.01	0.11
2/16/2014	0.665	0.529	0.327	1.521	0.04	0.00	0.05
2/17/2014	0.664	0.495	0.309	1.468	0.01	0.00	0.00
2/18/2014	0.644	0.436	0.283	1.363	0.01	0.00	0.00
2/19/2014	0.614	0.419	0.275	1.309	0.01	0.00	0.02
2/20/2014	0.629	0.420	0.266	1.316	0.00	0.00	0.00
2/21/2014	0.623	0.424	0.273	1.320	0.00	0.00	0.00
2/22/2014	0.663	0.474	0.286	1.423	0.01	0.00	0.00
2/23/2014	0.707	0.488	0.300	1.496	0.00	0.00	0.00
2/25/2014	0.629	0.414	0.272	1.315	0.00	0.00	0.00
2/26/2014	0.791	0.490	0.332	1.614	0.46	0.67	0.75
2/27/2014	0.681	0.474	0.350	1.505	0.00	0.01	0.05
2/28/2014	<u>0.932</u>	<u>0.588</u>	<u>0.442</u>	<u>1.962</u>	<u>0.50</u>	<u>0.68</u>	<u>0.53</u>
Totals	20.574	14.400	9.597	44.571	4.10	4.10	7.30

Summary

	<u>HMB</u>	<u>GSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.601	0.407	0.249	1.275
Average	0.735	0.514	0.343	1.592
Maximum	1.211	0.844	0.612	2.668
Distribution	46.2%	32.3%	21.5%	100.0%

Attachment A

Flow Distribution Report Summary For February 2014

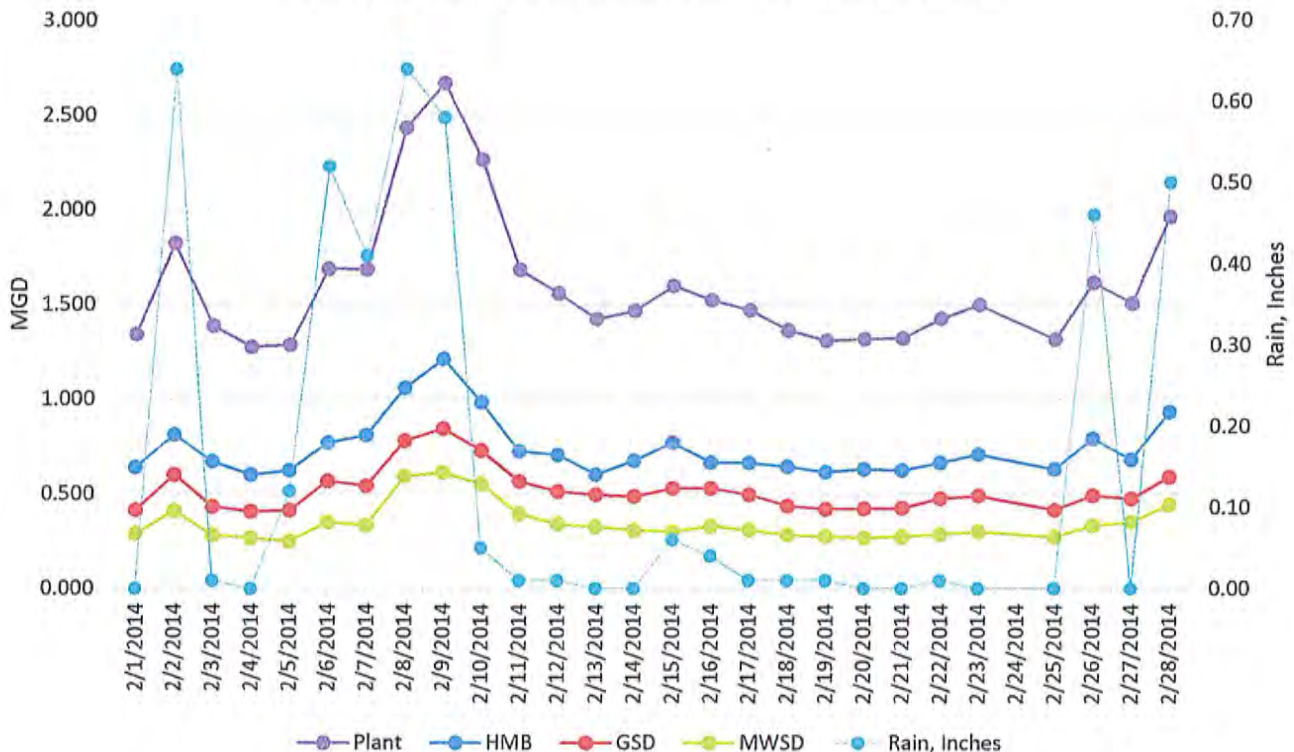
The daily flow report figures for the month of February 2014 have been converted to an Average Daily Flow (ADF) for each Member Agency. The results are attached for your review.

- *Influent flow is calculated using the mid-plant flow meter less process water and trucked in waste
- *Since the mid-plant flow meter measures collected rain water, the mid-plant flows were adjusted by comparison to the influent meter on days exceeding 0.1" rainfall measured at the plant.

The summary of the ADF information is as follows:

	<u>MGD</u>	<u>%</u>
The City of Half Moon Bay	0.735	46.2%
Granada Sanitary District	0.514	32.3%
Montara Water and Sanitary District	<u>0.343</u>	<u>21.5%</u>
Total	1.592	100.0%

Sewer Authority Mid-Coastside
Monthly Flow Distribution Report, February 2014



Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, February 2014

Attachment D

February 2014

	Number				
	Total	HMB	GSD	MWSD	SAM
Roots	0	0	0	0	0
Grease	0	0	0	0	0
Mechanical	1	0	0	0	1
Wet Weather	0	0	0	0	0
Other	1	1	0	0	0
Total	2	1	0	0	1
		0%	100%	0%	0%

12 Month Moving Total

	Number				
	Total	HMB	GSD	MWSD	SAM
Roots	3	0	3	0	0
Grease	0	0	0	0	0
Mechanical	3	0	1	0	2
Wet Weather	0	0	0	0	0
Other	4	1	2	1	0
Total	10	1	6	1	2
		10%	60%	10%	20%

Reportable SSOs

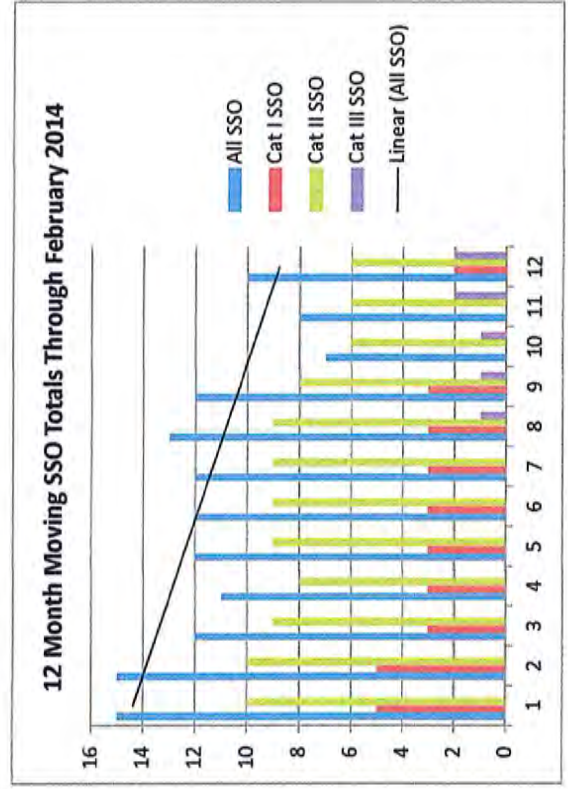
	Number				
	Total	HMB	GSD	MWSD	SAM
February 2014	2	1	0	0	1
12 Month Moving Total	10	1	6	1	2

SSOs / Year / 100 Miles

	Number				
	Total	HMB	GSD	MWSD	SAM
February 2014	1.9	2.7	0.0	0.0	13.7
12 Month Moving Total	9.6	2.7	18.1	3.7	27.4
Category 1	1.9	2.7	0.0	0.0	13.7
Category 2	5.7	0.0	12.0	3.7	13.7
Category 3	1.9	0.0	6.0	0.0	0.0
Miles of Sewers	104.5	37.0	33.2	27.0	7.3
		35.4%	31.8%	25.8%	7.0%

12 Month Rolling Total Sewer Cleaning Summary

Month	HMB	GSD	MWSD	Total Feet	Total Miles
Mar-13	3,368	17,328	25,272	45,968	8.7
Apr-13	3,795	13,879	28,042	45,716	8.7
May-13	2,070	21,269	29,785	53,124	10.1
Jun-13	23,796	20,397	0	44,193	8.4
Jul-13	26,624	20,858	463	47,945	9.1
Aug-13	27,738	18,778	2,609	49,125	9.3
Sep-13	31,119	26,407	0	57,526	10.9
Oct-13	25,925	13,837	703	40,465	7.7
Nov-13	19,335	3,006	4,473	26,814	5.1
Dec-13	36,715	282	0	36,997	7.0
Jan-14	5,153	16,084	22,555	43,792	8.3
Feb-14	2,893	11,781	22,467	37,141	7.0
Annual ft.	208,531	183,906	136,369	528,806	
Annual Mi.	39	35	26		100





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 10, 2014**

TO: BOARD OF DIRECTORS

FROM: Clemens H. 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 February 2014 was 0.236%.
- The District has set up two checking accounts that are largely backed by Federal securities: Water General Account and the Sewer General Account with Wells Fargo Bank.

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: February 6, 2014

TO: BOARD OF DIRECTORS

SUBJECT: Connection Permit Applications Received

As of February 6, 2014 the following new Sewer Connection Permit applications were received since the last report:

Date of Application	Property Owner	Site Address	Home Size

As of February 6, 2014 the following new Water (Private Fire Sprinkler) Connection Permit applications were received since the last report:

Date of Application	Property Owner	Site Address	Home Size

As of February 6, 2014 the following new Water Connection Permit applications were received since the last report:

Date of App.	Property Owner	Site Address	Home Size	Type of Connection

RECOMMENDATION:

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



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 10th, 2014**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

A handwritten signature in blue ink, appearing to be 'Clemens Heldmaier'. The signature is fluid and cursive, written over the 'FROM' line.

SUBJECT: Monthly Water Production Report

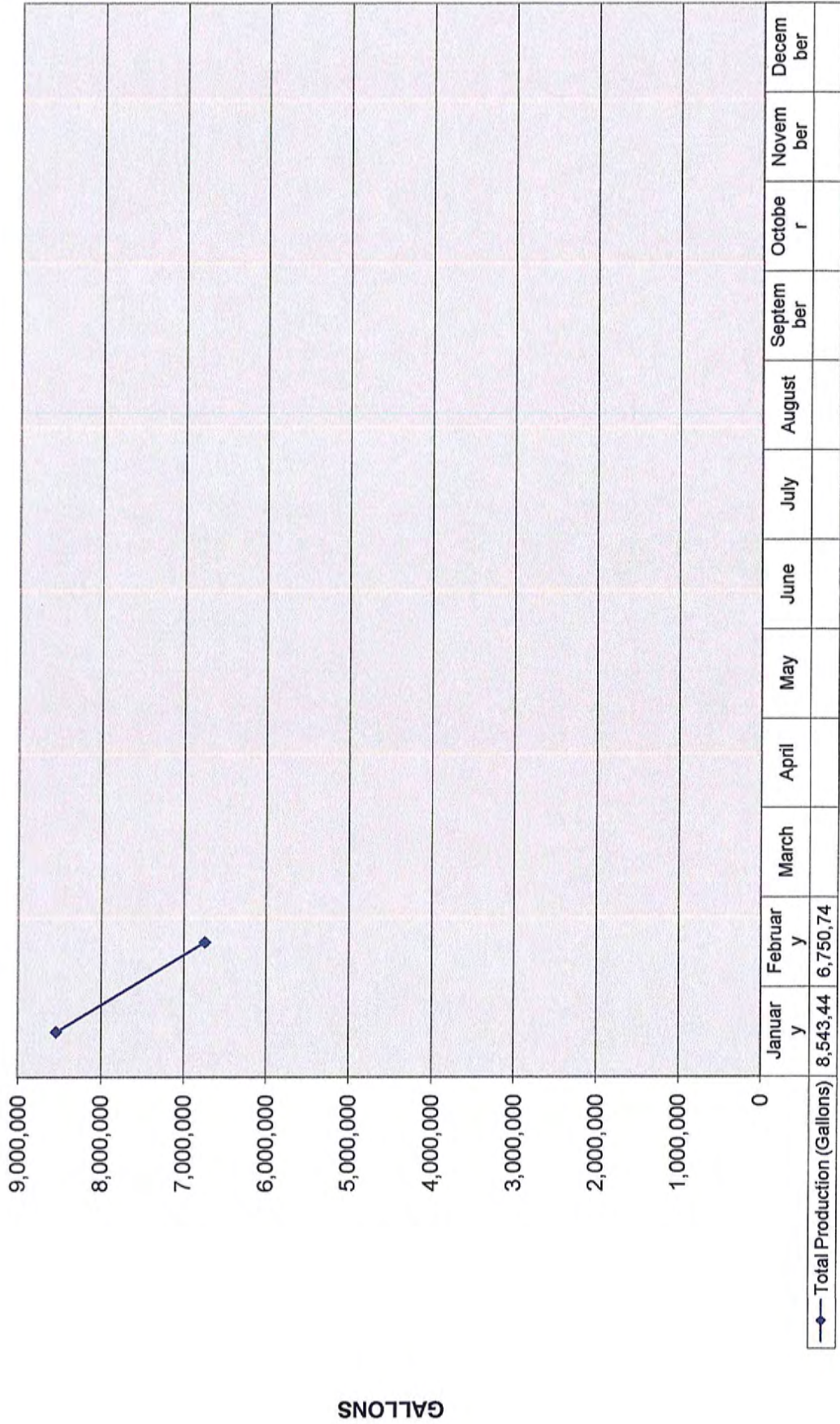
The attached two charts summarize the monthly water production for the District. The first shows a consolidated report from all sources by month. The second shows each water source the District uses, both wells and surface water. The production is shown in gallons of water produced.

RECOMMENDATION:

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

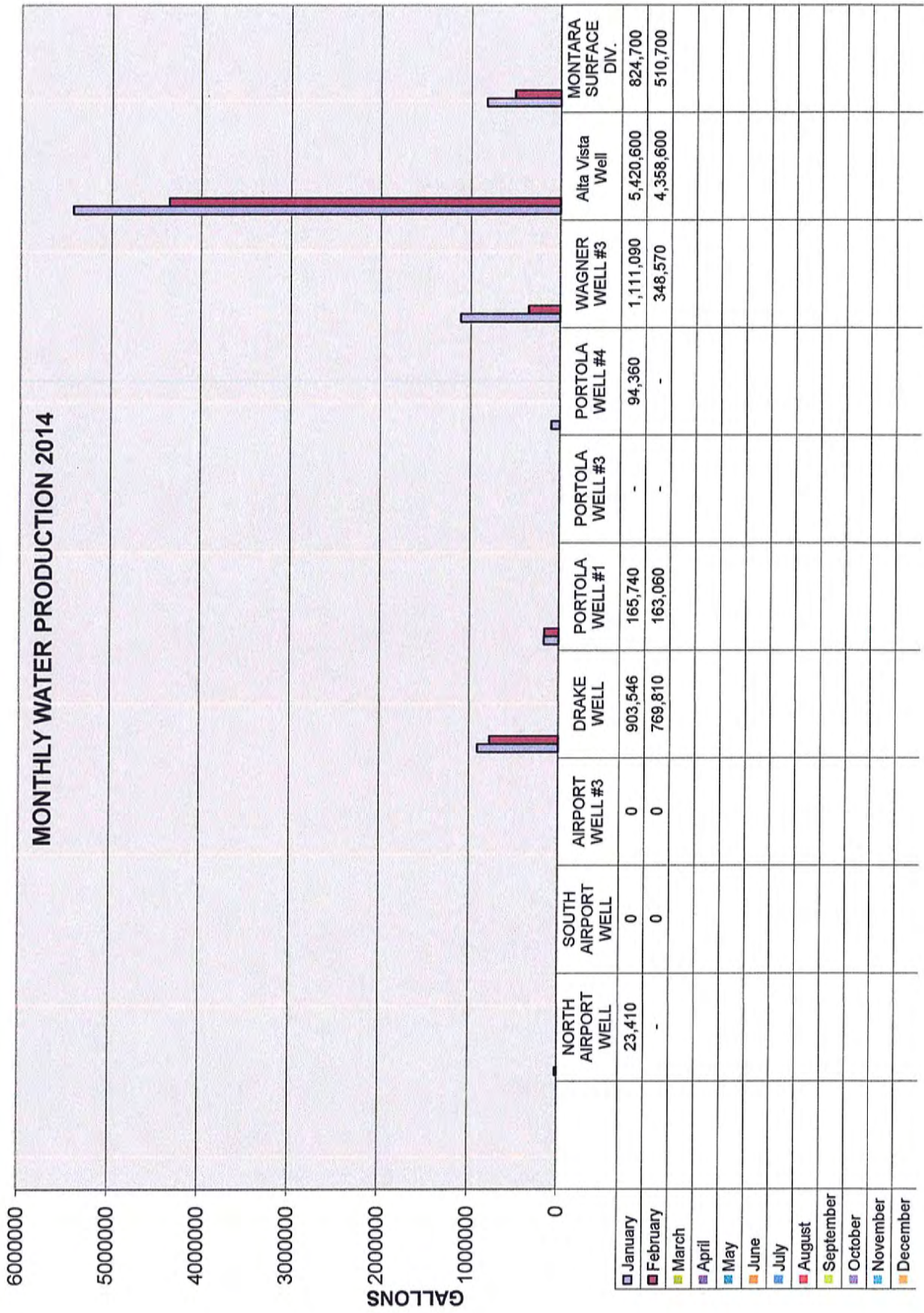
Attachments

Total Production 2014(Gallons)



GALLONS

MONTHLY WATER PRODUCTION 2014



GALLONS



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 10th, 2014**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

A handwritten signature in blue ink, appearing to be 'Clemens Heldmaier'. The signature is fluid and cursive, written over the 'FROM' line.

SUBJECT: Rain Report

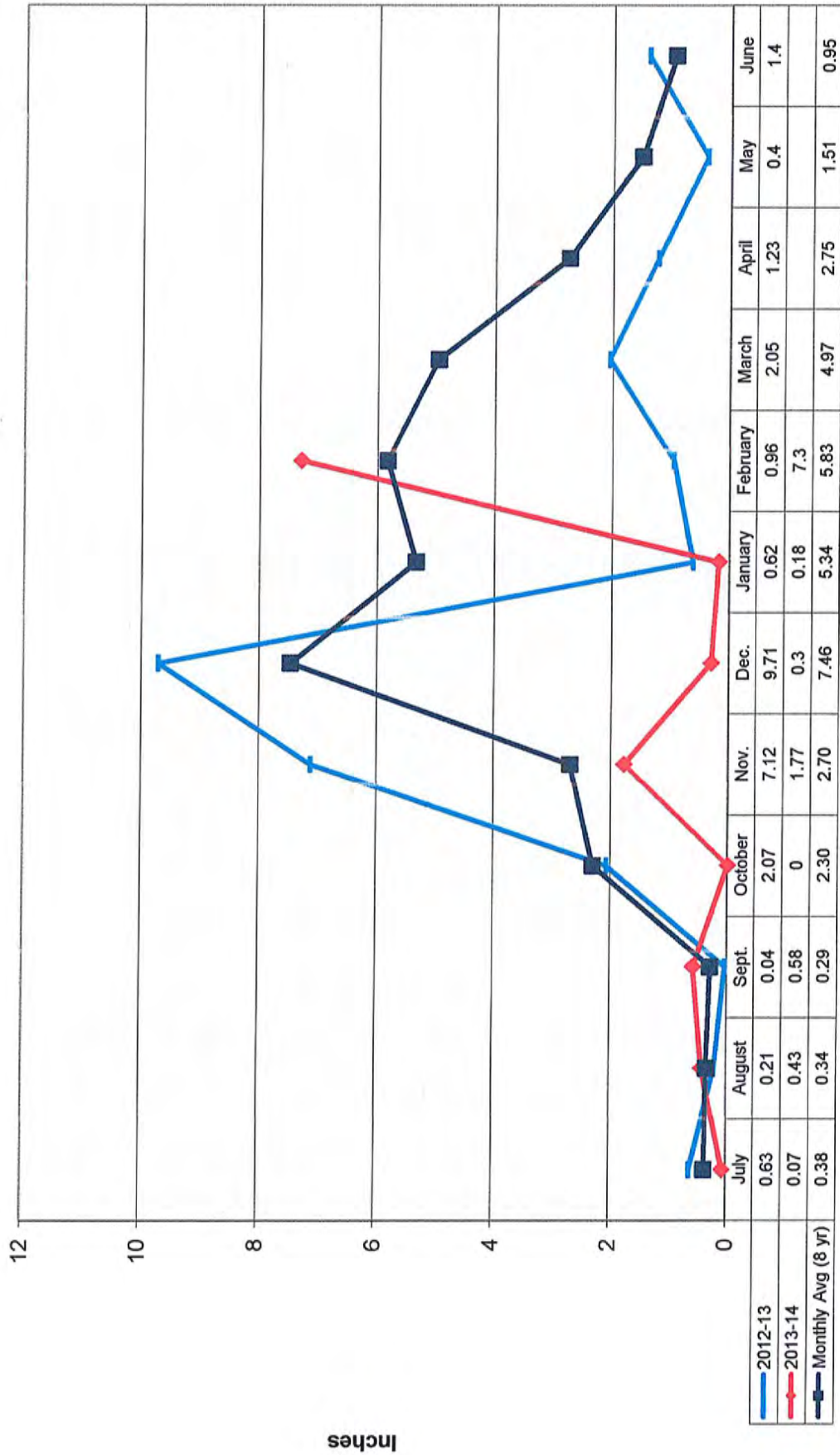
The attached chart shows the monthly rainfall at the Alta Vista Treatment Plant for the current and prior fiscal years along with the seven year average of rainfall.

RECOMMENDATION:

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

Attachment

RAIN REPORT





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 10th, 2014**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

A handwritten signature in blue ink, appearing to be 'Clemens Heldmaier'. The signature is fluid and cursive, written over the printed name.

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 31411 kWh and saved 53399 lbs of CO₂.

RECOMMENDATION:

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

Attachments



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 10, 2014**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

A blue ink handwritten signature, appearing to be 'Clemens Heldmaier', written over the 'FROM:' line.

SUBJECT: Review and Possible Action Determining Acquisition of Pillar Ridge Water System Categorically Exempt from CEQA and Authorizing and Directing Execution of Water System Acquisition Agreement

The District has been negotiating with Coach of San Diego, Inc., owner of the Pillar Ridge Manufactured Home Park (Pillar Ridge) for the acquisition of the Pillar Ridge water system. The attached Water System Acquisition Agreement includes the terms and conditions of the acquisition that were negotiated by the District.

In addition, as this acquisition is not a project as contemplated by the California Environmental Quality Act (CEQA), but simply a real property transaction providing change of ownership, it is categorically exempt from CEQA.

RECOMMENDATION: Adopt Resolutions Determining Acquisition of Pillar Ridge Water System Categorically Exempt from CEQA and Authorizing and Directing Execution of Pillar Ridge Water System Acquisition Agreement

Attachments (some attachments will be available at the meeting)

RESOLUTION NO. ____

RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT APPROVING AND AUTHORIZING EXECUTION OF AGREEMENT FOR ACQUISITION OF WATER SYSTEM ASSETS

(Coach of San Diego, Inc. – Pillar Ridge)

WHEREAS, Coach of San Diego, Inc. ("Coach") owns and operates the Pillar Ridge Manufactured Home Community located at 164 Culebra Road, Moss Beach, San Mateo County, California ("Pillar Ridge"); and

WHEREAS, Pillar Ridge operates a privately-owned domestic water system including production wells, a water treatment plant, water storage tanks and pipelines that serve the residents of Pillar Ridge; and

WHEREAS, this District's public water system service area includes Pillar Ridge; and

WHEREAS, the District also serves Pillar Ridge periodically upon request under special arrangement; and

WHEREAS, Coach desires to sell and the District desires to purchase certain of the water system operating assets owned by Coach defined in the Agreement hereinafter referenced as the "Included Water System Assets," subject to the terms and conditions set forth in the Agreement; and

WHEREAS, acquisition of said assets by the District advances the public health, safety and welfare of the community served by the District's water system, including Pillar Ridge;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD, MONTARA WATER AND SANITARY DISTRICT, A PUBLIC AGENCY IN THE COUNTY OF SAN MATEO, CALIFORNIA, AS FOLLOWS:

1. That certain agreement entitled, "Acquisition of Water System Assets Agreement," by and between Coach of San Diego, Inc., a California nonprofit public benefit corporation and Montara Water and Sanitary District, a public agency, providing for the acquisition by this District of certain water system assets owned by Coach located at the Pillar Ridge Manufactured Home Community, a copy of which agreement is on file in the District's Administrative Offices to which copy reference is hereby made for the full particulars thereof, is hereby approved and the President of this Board and District Secretary are

RESOLUTION NO. _____

RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT APPROVING AND AUTHORIZING EXECUTION OF AGREEMENT FOR ACQUISITION OF WATER SYSTEM ASSETS

(Coach of San Diego, Inc. – Pillar Ridge)

hereby authorized and directed to execute, and to attest thereto, respectively, said Agreement for and on behalf of the Montara Water and Sanitary District.

2. The District Secretary is hereby authorized and directed to transmit duplicate original counterparts of the Agreement approved hereby to Coach of San Diego, Inc. for execution by and on behalf of said company.

President, Montara Water and Sanitary District

COUNTERSIGNED:

Secretary, Montara Water and Sanitary District

* * * *

I HEREBY CERTIFY that the foregoing Resolution No. _____ was duly and regularly adopted and passed by the Board of the Montara Water and Sanitary District, San Mateo County, California, as an adjourned Regular Meeting thereof held on the 10th day of April 2014, by the following vote:

AYES, Directors:

NOES, Directors:

ABSENT, Directors:

Secretary, Montara Water and Sanitary District

RESOLUTION NO. _____

RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT DETERMINING THAT ACQUISITION OF PILLAR RIDGE WATER SYSTEM IS CATEGORICALLY EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT AND AUTHORIZING FILING OF NOTICE OF EXEMPTION FOR SAID ACQUISITION

BE IT RESOLVED BY THE BOARD, MONTARA WATER AND SANITARY DISTRICT, A PUBLIC AGENCY IN THE COUNTY OF SAN MATEO, CALIFORNIA, AS FOLLOWS:

This Board hereby finds and declares that the acquisition by the Montara Water and Sanitary District of the Pillar Ridge water system, an existing system, is categorically exempt from the requirement for preparation of environmental documents under the California Environmental Quality Act (Public Resources Code Section 21000 et seq.; "CEQA") and Section 15301 of the State CEQA Guidelines (14 Cal. Admin. Code Section 15000 et seq.); and the District Secretary is hereby authorized and directed to cause a Notice of Exemption to be filed with regard to said acquisition in the office of the County Recorder, San Mateo County.

President, Montara Water and Sanitary District

COUNTERSIGNED:

Secretary, Montara Water and Sanitary District

* * * *

I HEREBY CERTIFY that the foregoing Resolution No. _____ was duly and regularly adopted and passed by the Board of the Montara Water and Sanitary District, San Mateo County, California, at a meeting thereof held on the 10th of April 2014, by the following vote:

AYES, Directors:

NOES, Directors:

ABSENT, Directors:

Secretary, Montara Water and Sanitary District



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 10, 2014**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Review and Possible Action to Adopt Resolution
for Approval of New 500,000-gallon Alta Vista
Tank No. 2**

On March 14, 2014, as required by the District's Public Works Plan (PWP) certified by the California Coastal Commission (CCC) in 2009, the District has submitted and posted the Notice of Impending Development (NOID) for the new 500,000-gallon Alta Vista Tank No. 2 Project. On March 21, 2014, CCC staff requested that a new resolution be authorized by this Board to indicate the tank size of 500,000 gallons.

The Board has already approved the project for public bidding at its February 6, 2014 meeting.

The proposed resolution is attached.

RECOMMENDATION:

ADOPT RESOLUTION _____ OF THE MONTARA WATER AND SANITARY DISTRICT APPROVING CONTRACT DOCUMENTS FOR THE 500,000-GALLON ALTA VISTA WATER STORAGE TANK NO. 2 PROJECT AND AUTHORIZING AND DIRECTING THE GENERAL MANAGER TO ADVERTISE THE PROJECT FOR PUBLIC BIDDING.

RESOLUTION NO. xxxx

RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT APPROVING CONTRACT DOCUMENTS FOR THE 500,000-GALLON ALTA VISTA WATER STORAGE TANK NO. 2 PROJECT AND AUTHORIZING AND DIRECTING THE GENERAL MANAGER TO ADVERTISE THE PROJECT FOR PUBLIC BIDDING.

WHEREAS, on May 7, 2009 the California Coastal Commission ("Commission") certified the Montara Water and Sanitary District Public Works Plan Phase 1 ("PWP"); and

WHEREAS, one of the PWP development components consists of the construction of new water storage facilities designated in the PWP as the "Alta Vista Tank No.2" on District-owned property commonly referred to as the "Alta Vista Site;" and

WHEREAS, the General Manager has caused to be prepared, under his direction and with his consultation, contract documents for the Project entitled, "Alta Vista Water Storage Tank No.2" ("Project"); and

WHEREAS, the contract documents have been submitted to and reviewed by this Board; and

WHEREAS, this Board desires to approve the Project and authorize and direct the General Manager to advertise the Project for public bidding;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE MONTARA WATER AND SANITARY DISTRICT AS FOLLOWS:

1. Findings. This Board hereby finds and declares as follows:

a. The foregoing recitals are hereby incorporated as true statements of fact.

b. In furtherance of the public health, welfare and necessity, the "Alta Vista Tank No.2" project ("Project") described in the PWP must be implemented such that the new 500,000-gallon tank will provide the additional storage capacity required by the District and authorized by the PWP.

c. This Board reviewed the Contract Documents at a special meeting thereof held on February 6, 2014 at which all members of the public present were offered the opportunity to comment on the question of approval of the Project and on the authorization of public bidding of the Project and this Board has considered all such comments.

d. The Project meets all of the requirements specified in the certified PWP.

e. The Project has been reviewed in compliance with the California

RESOLUTION NO. xxxx

RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT APPROVING CONTRACT DOCUMENTS FOR THE 500,000-GALLON ALTA VISTA WATER STORAGE TANK NO. 2 PROJECT AND AUTHORIZING AND DIRECTING THE GENERAL MANAGER TO ADVERTIZE THE PROJECT FOR PUBLIC BIDDING.

Environmental Quality Act (CEQA) and/or the National Environmental Policy Act (NEPA), this Board has completed all related CEQA and/or NEPA documents and all conditions and/or mitigation measures identified in those documents have been incorporated as part of the Project.

f. Revisions incorporated in the proposed Project advance the specific project objectives of the PWP.

g. The Project, as modified by conditions and/or mitigation measures incorporated as part of the Project, is contained in and consistent with the certified PWP.

h. The decision of this Board to authorize the Project is based on the information contained in the Contract Documents, Project Report and other information in the record including, without limitation, public and Commission input.

i. In consideration of the foregoing findings, this Board concludes and declares that the Project Contract Documents should be approved and the General Manager should be authorized and directed to advertise the Project for public bidding pursuant to Section 5.1.2 C 2 of the PWP.

2. Contract Document Approval; Authorization of Project. The Project is hereby approved and the Project (i.e., the construction of a 500,000 gallon capacity water storage tank and related pipeline) is hereby authorized pursuant to the provisions of Section 5.1.1 D 5 of the PWP; the General Manager is hereby authorized and directed to advertise the Project for public bidding pursuant to Section 5.1.2 C 2 of the PWP.

RESOLUTION NO. xxxx

RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT
APPROVING CONTRACT DOCUMENTS FOR THE 500,000-GALLON
ALTA VISTA WATER STORAGE TANK NO. 2 PROJECT AND
AUTHORIZING AND DIRECTING THE GENERAL MANAGER TO
ADVERTIZE THE PROJECT FOR PUBLIC BIDDING.

3. **Official Record.** The Secretary of the District is hereby authorized and directed to transmit a certified copy of this resolution to the Commission for inclusion in the official record of proceedings for the PWP.

President, Montara Water and Sanitary District

COUNTERSIGNED:

Secretary, Montara Water and Sanitary District

I HEREBY CERTIFY that the foregoing Resolution No. xxxx was duly and regularly adopted and passed by the Board of the Montara Water and Sanitary District, San Mateo County, California, at a Regular Meeting thereof held on the 10th day of April, 2014, by the following vote:

AYES, Directors:

NOES, Directors:

ABSENT, Directors:

Secretary, Montara Water and Sanitary District



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 10, 2014**

TO: BOARD OF DIRECTORS
FROM: Clemens Heldmaier, General Manager

A blue ink handwritten signature, appearing to be 'Clemens Heldmaier', written in a cursive style.

SUBJECT: Review and Possible Action an Award of Contract for Labor Compliance Monitoring for the Alta Vista Tank No. 2 Project

The Montara Water and Sanitary District (MWSD or District) 500,000-gallon Alta Vista Tank No. 2 Project (Project) will be partially funded by the California Department of Public Health (CDPH or Department) State Revolving Fund (SRF) Construction Loan. Per Articles A-30 and A-32 of the Funding Agreement No. SRF12CX109, the District must comply with all applicable provisions of the California Labor Code and the US Code Title 40 - Davis-Bacon Act.

The District had previously contracted with Contractor Compliance and Monitoring Inc. (CCMI) to successfully manage all labor compliance requirements for the construction of the Schoolhouse Tank East. CCMI is unique in the industry as the only labor compliance company in the State of California, which also has an attorney as principal of the firm. Also, as a specialist of labor compliance subject matter, the CCMI president has published 3 books on the topic of prevailing wage.

CCMI has provided the attached Proposal for services to include all labor compliance and Davis-Bacon Act compliance related to the construction of the Alta Vista Tank No. 2. The estimate is a flat fee schedule covering all tasks set forth in the Scope of Work for the 14 months of the project for \$15,000.

RECOMMENDATION: Authorize the General Manager to execute a contract with CCMI of San Mateo, California, with a not-to-exceed amount of \$15,000.



**CONTRACTOR COMPLIANCE
AND MONITORING, INC.**

**Contractor Compliance and Monitoring Inc.'s
Proposal for Labor Compliance Program Services
For Montara Water and Sewer District**

Contractor Compliance and Monitoring, Inc.

Northern California
635 Mariners Island Blvd. #200
San Mateo, CA 94404
Phone: 650-522-4403
Fax: 650-522-4402

Southern California
2343 Donnington Way
San Diego, CA 92139
619-472-9065
619-472-9067

Firm Information/Qualifications

Contractor Compliance and Monitoring, Inc. (CCMI) was incorporated in 2002 and has remained a California corporation in good standing since that time. CCMI was approved by the Department of Industrial Relations (DIR) in March 2003 as a Third Party Labor Compliance Program Administrator¹ and has continued to provide Labor Compliance Program (LCP) services to contractors, developers and public agencies (school districts, water districts, cities, counties, housing authorities and other public agencies) from Yreka to Chula Vista.

Deborah Wilder, President

Deborah Wilder has been a practicing attorney in the field of construction and prevailing wage compliance for over 30 years. She has represented scores of contractors in both State and Federal prevailing wage audits, apprentice issues and pension benefit issues. Her experience includes reviewing certified payrolls, interviewing employees and subcontractors regarding potential prevailing wage violations, calculating penalties and negotiating settlements with the DIR and DOL, filing appropriate legal action, and dealing with issues of enforcement of penalties and representing contractors in administrative debarment actions with the DIR.

She has been hired as an “expert” in the field of prevailing wages and has made dozens of educational presentations to contractors and public agencies on the issue of prevailing wage compliance, including presentations before and in conjunction with: Women Construction Owners and Executives, USA, American Subcontractors Association, California Department of Corrections, California Department of Transportation, and the U.S. Small Business Administration.

Deborah is a much sought after instructor in the field of prevailing wages consulting conducting nearly a dozen seminars and webinars on the topic each year. This includes all day workshops for Associated Builders and Contractors, numerous Builder’s Exchanges and private contractors. She also participates as a panelist in a national webinar each year with Associated General Contractors of America.

Deborah served on the Board of Directors of the Construction Craft Training Center from 1995-1997. CCTC is a licensed post-secondary educational facility which provides apprenticeship and training programs to both union and open shop training programs, including such companies as PG&E. As CCMI’s president, she has also written LCPs for several School Districts, Cities and the University of California. Deborah is the author of *What Every Contractor Should Know About Prevailing Wages* © 2010 focusing on federal and California prevailing wage requirements, *AGC of America’s Davis-Bacon and Federal Contractor’s Compliance Manual. 3rd Edition* © 2010; *4th Edition* © October 2012, and *Davis Bacon Handbook for Public Agencies* © 2013.

¹ The DIR no longer “approves” third party labor compliance programs as of September 2011.

Labor Compliance Program Experience

Contractor Compliance and Monitoring, Inc.'s staff works closely with the staff of the DIR, whether through the DLSR, DLSE, DAS, and Office of the Director or legal units. CCMi frequently attends meetings with the Director and DIR staff and also assists in the writing of regulations by contributing comments on proposed regulations impacting LCPs. CCMi also has a good working relationship with the regional and national offices of the Wage Hour Division of the U.S. Department of Labor and US HUD prevailing wage enforcement unit.

Experience with the Department of Industrial Relations

A substantial part of the CCMi's experience involves the monitoring of certified payrolls, including the proper use of wage determinations published by the Department of Industrial Relations (DIR) as well as the proper understanding and use of apprenticeship requirements, i.e. DAS-140 forms, training contributions and the requirements of Labor Code Section 1777.5 regarding the training of apprentices. All three principals in the company have been involved in issues relating to payroll monitoring, apprenticeship training, registration and contribution.

The firm's experience includes being involved with over three hundred audits with the Department of Industrial Relations. This includes both a "paper audit" of the certified payroll and related forms, as well as investigation of claims or charges of impropriety brought by the DIR and/or individual third parties. CCMi has a good reputation with the DIR and has had several hundred Request for Forfeitures approved by the California Labor Commissioner without modification.

Experience with the Division of Apprenticeship Standards

CCMi is in contact with the Division of Apprenticeship Standards on a regular basis, at least monthly. Our staff has attended various training seminars offered by the DAS, as well as had individual training sessions with them for clarification of updated regulations and procedures.

Experience with the Division of Labor Statistics and Research

CCMi staff is constantly working with the DLSR and the information and data it publishes. Important notices are issued by the DLSR frequently (usually on a weekly basis) and ALL CCMi staff subscribe to this information.

Experience with the Division of Labor Standards Enforcement

Deborah Wilder, president of CCMi, has over two decades of experience with the DLSE. This is the division which enforces the prevailing wage requirements and also conducts Administrative Hearings on behalf of the DIR. Deborah has both prosecuted and defended contractors before the DLSE/DIR.

Davis-Bacon and ARRA Experience

CCMi staff has worked on over 100 Davis-Bacon funded projects and successfully completed over a dozen ARRA audits for our clients. CCMi's expertise is recognized nationwide in part to Deborah Wilder's authoring the *AGC of America's Davis-Bacon Federal Compliance Manual- 3rd Edition in 2010 and the 4th Edition published in October 2012* and Deborah's national

presentation and training on the topic of prevailing wage, Davis-Bacon and related ARRA compliance.

Quality Control

CCMI staff attends all LCP training conducted by the DIR (usually twice a year). CCMI staff regularly attends training conducted every year or two by the U.S. Department of Labor on Davis Bacon compliance. In addition, CCMI president, Deborah Wilder, conducts her own in house staff training on new and updated regulations and implementations twice a year. Each staff member has his/her own Administrative Procedures manual (which is updated annually) to insure consistent implementation and compliance of LCP requirements.

Scope of Work

Contractor Compliance and Monitoring Inc. (CCMI) is prepared to provide some or all of the services set for below as directed by Montara Water and Sanitary District.

1. Review prevailing wage documentation to Montara Water and Sanitary District for prevailing wage compliance. 29 CFR Part 5.5 REQUIRES that certain mandated prevailing wage language be included in the bid specifications and contract whenever federal Davis-Bacon requirements apply to a project.
2. Pull applicable Davis Bacon Wage determination for project and provide to Montara Water and Sanitary District. A hard copy of the applicable federal wage determination is required to be included in the bid specifications and the contract. A mere reference to the wage determination and MOD number or to the website www.wdol.gov is insufficient to meet this requirement and can result in the District being subject to additional change order costs.
3. Review specifications for full compliance with California prevailing wage requirements and provide assistance in revising or providing additional information as needed.
4. Assist the District, as required, in requesting additional federal wage determinations through the conformance process.
5. Verify contractor's eligibility to work by checking the contracting status with both California and Federal lists, including the California Department of Industrial Relations (dir.ca.gov) and the Federal Excluded Parties list (sam.gov). Once subcontractors are identified, also verify the eligibility of all subcontractors.
6. Attend Preconstruction Conference, including providing a checklist of laws and regulations which need to be followed to comply with state and federal prevailing wage requirements as well as all forms required for labor compliance. Document contractors in attendance and items covered at meeting.

7. Provide a phone line and e-mail contact where contractors and subcontractors can contact CCMI for clarification on prevailing wage, certified payrolls, apprenticeship and compliance issues.
8. License check and confirmation with California Contractor's State License Board of current and active license status, as well as worker's compensation coverage of all contractors and all listed subcontractors.
9. Review and comparison of work classification between California prevailing wage classification and Davis-Bacon wage classifications to ensure the contractor is paying the correct prevailing wage rate.
10. Monitoring of all certified payrolls, including, but not limited to: correct classification of workers, proper wages being paid, proper calculation and payment of fringe benefits and training contributions, review overtime, shift pay, weekend and holiday work/pay, only permissible deductions will be allowed, cross reference of onsite interviews with certified payrolls to verify all workers are listed and review the "certification" or "Statement of Compliance" is complete and properly signed by an individual with knowledge and authority to act on behalf of the company.
11. Monitoring of all Apprenticeship Requirements. Collection and review of all DAS-140 and DAS-142 forms. Review of applicable apprenticeship ratios, correct wages paid and verification of training contributions (CAC2 forms). Verification that all apprentices also have an active BAT (U.S. Department of Labor, Bureau of Apprenticeship Training) certificate.
12. Verification that apprentices are properly supervised and employed in approved ratios as required by both California and Federal apprenticeship regulations applicable to Davis-Bacon projects.
13. Jobsite audits and random interviews of workers (to determine veracity of certified payroll information, compliance with anti-kickback, equal employment opportunity requirements, jobsite posting requirements, etc.). Every attempt will be made to interview at least 10% of the workers on all trades as well as workers from each subcontractor on the project. Confirmation that required posters and wage rates are posted on the project.
14. Respond to any inconsistencies or deliberate deceptions on the part of contractors through additional detailed audit of contractors through review of cancelled checks, time cards, and related records (as needed).
15. Communication not less than monthly of potential violations to the District with recommended action. In the event that potential paperwork or compliance issues with a contractor cannot be resolved quickly, the District will be notified of this potential problem and a recommendation will be made to the District to retain a certain portion of the scheduled progress payment until the issue is resolved.

16. Communications with Contractors. CCMI will work with all contractors and subcontractors with the goal of amicable agreement on resolving issues related to violations, penalties and compliance. All meetings and calls with contractors will be documented in the project folder maintained by CCMI.
17. Once work on the project is complete, CCMI generally sends out a final letter to the contractor and any subcontractor who might still have outstanding items. CCMI provides a 10 day window of time during which the contractor/subcontractor can submit additional documentation or make corrections. Once that time period expires, CCMI closes out the project relating to issue of outstanding wages, apprenticeship issues and any restitution or penalties due.
18. Maintain all records for a period of five (5) years
19. Attend any compliance or auditing meeting with the State or federal agencies relating to the labor compliance on this project.
20. Provide other assistance relating to labor compliance as requested by the District.

Fee Schedule

Flat Fee Schedule: CCMI is prepared to provide a flat fee schedule covering all tasks set forth in the Scope of Work for the 14 months of the project (with a projected construction cost of \$3.2 million) for \$15,000.00

This fee will be paid in equal monthly installments over the initial projected life of the project. Should the project extend past the original completion schedule by more than 30 days, CCMI will be entitled to additional compensation each month in the amount of \$1,000.00.

The flat fees include one preconstruction conference in person or via phone or webinar and up to one onsite visit/ interviews with workers each month. Additional meetings and onsite visits requested by the District may be billed at the per hour rate set forth below.

Hourly rates will apply to items outside the Scope of Work; or, should the District desire the labor compliance work to be performed on an hourly basis:

\$300 Principal: Deborah Wilder only
\$125 Operations Manager
\$110 Senior Analyst
\$95 Analyst
\$85 Technician
\$300 flat fee Preconstruction conference
\$200 flat fee Monthly jobsite interviews

All other costs shall be billed at original cost without any markup.

This proposal does not include any legal work or the appearance at formal administrative hearings, which can be performed by Deborah Wilder through her law firm at the rate of \$400 per hour.

References

City of South Lake Tahoe

Project Description: 1 project (Affordable housing projects including federal HOME funding)
2 projects (not affordable housing -California and Davis Bacon wage requirements)

Status of Project: 2013-current

Construction Costs: \$16,867,747.00- Housing Project;
\$1,000,000-\$10,000,000 other CA/DB projects

Staff Roles in Project: Contract review, identify proper DB wage determination for project, pre-construction conference, monthly interview of workers, monthly audit of prevailing wages, apprenticeship and training requirements (DAS-140, DAS-142, CAC 2), communication with District and contractors on a monthly basis, enforcement of deficiencies, review of all restitution and project closeout. Full review and compliance with Davis Bacon requirements. The Housing Project requires the filing of semi-annual HUD reporting forms.

Staffing: Katherine Martins, Christina Sanchez (jobwalks)

Reference: Lori Marino
1052 Tata Lane
South Lake Tahoe, CA 96150
Phone: (530) 542-6021
Fax: (530) 541-7524
lmario@cityofslt.us

Livermore Valley Joint Unified School District

Project Description: Over 50 projects

Status of Project/Duration: 2003-current

Construction Cost: \$13,200 to \$14 million

Staff Roles in Project: Contract review, pre-construction conference, monthly interview of workers, monthly audit of prevailing wages, apprenticeship and training requirements (DAS-140, DAS-142, CAC 2), communication with District and contractors on a monthly basis, enforcement of deficiencies, review of all restitution and project closeout (Request for Forfeitures, Notice to Withhold, resolution of outstanding violations, etc.). These projects all involve bond funds which trigger a formal LCP program under Labor Code Section 1771.5 et seq. Most recently, we worked with Livermore on an ARRA funded project also requiring the payment of federal prevailing wage rates and an ARRA audit for Davis Bacon compliance.

Staffing: Staff included Jessica Finau, Katherine Martins, Rebecca Wilder (jobwalks)
Christina Sanchez (job walks).

Reference: Jan Shipley
685 E. Jack London Blvd.
Livermore, CA 94550
Phone: (925) 606-3390
Fax: (925) 606-3325
jshipley@livermore.k12.ca.us

Calleguas Water District

Project Description: 3 projects (CA and federal prevailing wage including ARRA funds)

Status of Project: 2008-current

Construction Cost: \$12-\$14 Million

Staff Roles in Project: Contract review, pre-construction conference, monthly interview of workers, monthly audit of prevailing wages, apprenticeship and training requirements (DAS-140, DAS-142, CAC 2), communication with District and contractors on a monthly basis, enforcement of deficiencies, review of all restitution and project closeout (Request for Forfeitures, Notice to Withhold, resolution of outstanding violations, etc.). One of these projects also included federal ARRA (American Recovery and Reinvestment Act) funding, triggering not only Davis Bacon compliance, but additional special compliance and reporting requirements. The Department of the Interior (pursuant to ARRA guidelines) also performed three separate audits of the project to confirm that Davis Bacon and ARRA requirements had been met.

Staffing: Heather Faulkner, Deborah Wilder (ARRA audit), Christina Sanchez (jobwalks)

Reference: Kristine McCaffrey, P.E.
Senior Project Manager
Calleguas Municipal Water District
2100 Olsen Rd.
Thousand Oaks, California 91360
(805) 579-7173 (phone)
(805) 526-3675 (fax)
KMcCaffrey@calleguas.com

Resource Conservation District of Santa Cruz County

Project Description: 4 projects

Status of Project: 2009-current

Construction Cost: \$300,000-\$2 million

Staff Roles in Project: CCMI provides labor compliance on project with both California and federal prevailing wage requirements. CCMI performs the following task: Contract review, pre-construction conference, monthly interview of workers, monthly audit of prevailing wages, apprenticeship and training requirements (DAS-140, DAS-142, CAC 2), communication with District and contractors on a monthly basis, enforcement of deficiencies, review of all restitution and project closeout (Request for Forfeitures, Notice to Withhold, resolution of outstanding violations, etc.)

Staffing: Yvonne Nickles, Christina Sanchez (jobwalks)

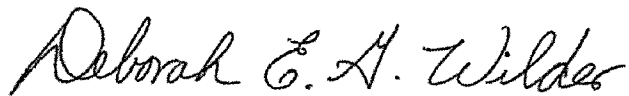
Reference: Alicia Moss
Program Specialist
Resource Conservation District of Santa Cruz County
820 Bay Avenue, Suite 128, Capitola, CA 95010
Phone: (831) 464-2950 x 23/Fax: (831) 475-3215
E-mail: amoss@rcdsantacruz.org
Website: www.rcdsantacruz.org

Conclusion

Contractor Compliance and Monitoring, Inc. provides knowledgeable personnel with scores of years of experience in public works, prevailing wage and labor law compliance issues. We are a rare coalition of individuals with expertise in these areas that offer a practical and labor neutral solution for Labor Compliance. We seek to enforce full compliance with labor and employment laws with all parties regardless of union or labor affiliation.

The systems we have set in place are created for quick turnaround time and communication with the District, its contractors and subcontractors to ensure prompt compliance with the law as well as working within the Agency's timelines to avoid hampering a contractor's ability to be paid in a timely manner. CCMI would appreciate the opportunity to work with you.

Sincerely,

A handwritten signature in cursive script that reads "Deborah E. G. Wilder". The signature is written in black ink and is positioned below the word "Sincerely,".

Deborah E. G. Wilder, President



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 10, 2014**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Schoolhouse Tank West Project Completion and
Contract Release**

The contractor, Paso Robles Tank, has completed all work on the Schoolhouse Tank West Project (Project) construction. The District Water System Engineer and staff found the work satisfactory (see attached memorandum from the District Engineer) and recommend the Board to accept the project. A five-percent retention payment in the amount of \$26,327.29 is due to the contractor upon the District's acceptance of the contract and receipt of the signed and notarized Release of Contract form by the District from Paso Robles Tank.

RECOMMENDATION: Accept the Schoolhouse Tank West Project and Authorize the General Manager to File the Notice of Completion.



MEMORANDUM

TO: Clemens Heldmaier, General Manager
Montara Water and Sanitary District

FROM: Tanya Yurovsky, P.E.
District Water Engineer



DATE: April 7, 2014

SUBJECT: Schoolhouse Tank West Project Completion

The contractor, Paso Robles Tank, has completed all work and the punch list items on the Schoolhouse Tank West Project. The work has been completed in satisfactory manner and all facilities are functioning properly.

We recommend that the District release the 5-percent retention and final payment in the amount of \$26,327.29 and file the Notice of Completion with the County of San Mateo. Once the retention is released and Paso Robles Tank signs and delivers to the District a notarized



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 10, 2014**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Review and Possible Action for Award of Contact for the CCWD/MWSD Mutual Aid Intertie Implementation Feasibility Study

CCWD and MWSD Boards and staff have worked together on the development of a mutual aid Intertie agreement for several years. This cooperative effort has resulted in an execution of the Agreement for Emergency Water Supply (Agreement) in 2010. The Agreement specifies how both agencies would provide mutual aid for one another in an event of water shortages on part of one of the parties to the agreement, either CCWD or MWSD. Recent discussions between the agencies resulted in a request from both boards to conduct a Feasibility Study (Study) of the existing agreement implementation.

SRT consultants (SRT) met with both agencies' general manager who requested a proposal for a Joint Study with costs shared equally by CCWD and MWSD. The study purpose is to develop and evaluate alternatives for both temporary means of providing water service to each other, including trucking, and up to and including a more permanent Intertie installation. The Study would also provide conceptual cost estimates for each of the alternatives evaluated and include an options of facilitating a connection between CCWD and NCCWD through the MWSD service area and a possibility of wheeling water from CCWD to NCCWD and in reverse. Both districts are interested in reviewing various mutual aid scenarios and how much water can be delivered and how soon after a request under each scenario. The Study would also identify technical issues associated with each scenario, including but not limited to the delivery system capacity, pressure, and storage, and address regulatory permitting required to facilitate the installation. The Study is expected to propose reasonable Level of Service (LOS) for the agencies following a major seismic event or a significant regional fire event. The general managers discussed a range of delivery of 100 gpm to 1000 gpm. Both districts would share the Study costs equally.

Following the development of water supply outage scenarios, SRT would develop alternatives to address those potential outages through the implementation of the Agreement. A copy of the proposal from SRT for a not-to-exceed amount of \$20,000 is attached. The District would be responsible for \$10,000 of the cost of the Study.

RECOMMENDATION: Authorize the General Manager to sign the contract with SRT Consultants for a not-to-exceed amount of \$10,000 for the MWSD portion of the Mutual Aid Intertie Implementation Feasibility Study

Attachment

792 Bay Street
San Francisco, CA 94109
415 776 5800 tel
415 776 5200 fax
www.SRTconsultants.com

Service Responsiveness Teamwork



April 9, 2014

Clemens Heldmaier
General Manager
Montara Water and Sanitary District
8888 Cabrillo Highway
Montara, California 94037

David Dixon
General Manager
Coastside County Water District
766 Main Street
Half Moon Bay, CA 94019

Subject: Mutual Aid Intertie Implementation Feasibility Study – SRT Consultants Proposal

Dear Clemens and Dave,

SRT Consultants (SRT) is pleased to present for your consideration this letter proposal to conduct a Feasibility Study (Study) of facilitating an emergency connection between the Coastside County Water District (CCWD) and Montara Water and Sanitary District (MWSD) water systems, in accordance with the *2010 Agreement for Emergency Water Supply* between the two districts.

Background and Purpose

CCWD and MWSD Boards and staff have worked together on the development of a mutual aid intertie agreement for several years. This cooperative effort has resulted in an execution of the *2010 Agreement for Emergency Water Supply* (2010 Agreement) by both agencies. The Agreement specifies how both agencies would cooperate in an event of water shortages on part of one of the parties to the agreement, either CCWD or MWSD. Recent discussions between the agencies resulted in a request from both boards to conduct a Feasibility Study of the existing agreement implementation.

SRT met with both agencies' general managers who requested a proposal for a Joint Feasibility Study with costs shared equally by CCWD and MWSD. The Study purpose is to develop and evaluate alternatives for both temporary means of providing water service to each other, including trucking, and up to and including a more permanent Intertie installation. The Study would also develop conceptual cost estimates for each of the alternatives evaluated and include an option of facilitating a connection between CCWD and North Coast County Water District (NCCWD) by wheeling water through the MWSD service area from CCWD to NCCWD and in reverse.



Project Understanding

SRT understands that both agencies are interested in reviewing various mutual aid scenarios and establishing how much water can be delivered and how soon after a request under each scenario under this Study. The Study would also identify technical issues associated with each scenario, including but not limited to the delivery system capacity, pressures, and storage capacity, and address regulatory permitting required to facilitate the installation. We also understand that the Study is expected to propose reasonable Level of Service (LOS) goals for the two agencies following a major seismic event or a significant regional fire event. The general managers discussed a range of delivery of 100 gpm to 1000 gallons per minute (gpm). We also understand that both districts would share the study costs equally.

Since we are knowledgeable of the MWSD facilities and their capacities and condition, SRT would need to only collect existing information provided by CCWD to develop a brief description of their facilities and capacities, including risk of failure and reliability of water deliveries. This information would serve as a foundation for the development of likely outage scenarios and mutual aid requirements under the 2010 Agreement. Although a possibility of developing a CCWD/NCCWD Intertie would be included as one of the study alternatives, no discussion of the NCCWD needs and capabilities was included in the scope of this Study.

Following the development of water supply outage scenarios, SRT would develop alternatives to address those potential outages through the implementation of the Intertie agreement.

About SRT Consultants

SRT provides a wide range of water resources engineering, water quality analysis, and regulatory compliance services in California. SRT also provides staff augmentation services for public agencies working as an integral part of the client's organization. Through this work, we have developed a strong understanding of daily operational needs, capital project implementation needs, cost effective operational strategies and accountability to internal and external stakeholders.

SRT was founded in 2004 with the goal of providing responsive service and customized engineering solutions to private and public entities. Tanya Yurovsky, P.E., the SRT principal, has over 32 years of utility and consulting experience in water resources engineering. SRT staff includes senior project managers, engineers, water quality experts, field technicians, and construction inspectors to serve our clients' needs. We also collaborate with top industry experts to augment the services we offer on an as-needed basis. SRT's interests are aligned with the districts' goal to accommodate customer needs and welfare first and foremost.

SRT is proud to be recognized as a San Francisco Green Business and is a recipient of the 2013 Healthy Mothers Workplace Silver Award.

SRT Project Team and Related Experience

SRT's proposed team was selected to provide the best qualifications and expertise for the Study requested by the districts. Working from our San Francisco offices, this team will commit the time and resources needed to complete the Feasibility Study. Profiles of the key team members appear below, and resumes are included as an attachment to this proposal.

Dale Newkirk, P.E., T5

Mr. Newkirk has 35 years of experience working extensively in the water industry in all aspects of water treatment, reservoir management, conveyance, water quality, regulations, and research and development, and emergency response. Mr. Newkirk is recognized within the water industry as an expert in emergency response and mutual aid facilitation.

Tanya Yurovsky, P.E.

Ms. Yurovsky has over 32 years of professional engineering experience overseeing water resources engineering projects. Ms. Yurovsky has managed capital projects that included: water treatment plants, storage reservoirs, water quality and disinfection projects, transmission pipelines, pump stations, and seismic reliability improvement projects. Ms. Yurovsky has extensive experience in water system emergency response planning and facilitation.

Mark Quady, P.E.

Mark offers over 15 years of experience focused on water quality planning and feasibility studies, distribution system operations, and maintenance, and design and construction management. Mr. Quady has worked on design and construction management of drinking water facilities, pipelines, water quality planning, process engineering, source water protection, water treatment strategies, and water treatment pilot studies.

Scope of Services and Approach

We propose to carry out this Feasibility Study within the following three (3) tasks.

Task 1 Information Gathering and Outage Scenario Development

Under this task, SRT would review existing information provided by CCWD and develop potential draft outage scenarios for both CCWD and MWSD water systems, during which one of the agencies may benefit from the mutual aid agreement.

Task 2 Propose LOS for CCWD and MWSD

LOS goal development is critical to the understanding of each agency needs and emergency aid requirements. Also under this task, we would develop the Emergency Water Supply Agreement implementation alternatives based on the outage scenarios and propose Draft LOS goals.

Tasks 1 and 2 analyses would result in a development of a Draft Mutual Aid Needs and LOS Technical Memorandum (TM) for the agencies' staff review. Following the review and receipt of comments from both districts, SRT would prepare a presentation to the joint committee of both boards. Following the presentation and comments from the committee, SRT would finalize the Mutual Aid Needs and LOS TM.

Task 3 *Alternative Analysis*

Based on the TM finalized in Task 2, SRT would further develop implementation alternatives and compare them based on the following criteria:

1. Ease of implementation, including permitting, public acceptance, and engineering and operational considerations.
2. Ability to meet LOS and mutual aid needs.
3. Cost and schedule for implementation.

The alternative analysis would result in a development of TM No. 2, which will be provided for each district's review and comments. Upon receiving and incorporating the comments, TM No. 2 would be presented to the committee of both boards. Based on the comments received from both districts' boards, TM No. 2 would be combined with TM No. 1 to form the Feasibility Study Report. The Report would provide a description of the alternative recommended for implementation together with the estimated cost of implementation and schedule.

Fee Estimate and Schedule

SRT is prepared to start work immediately upon a Notice-to-Proceed (NTP) from both districts. The milestones for the Study include the following:

- Review background information and develop outage scenarios 2 weeks from the NTP
- Develop Draft LOS 3 weeks from the NTP
- Draft TM No. 1 4 weeks from the NTP
- Presentation to mutual aid board committee – 1-2 weeks from receipt of staff comments, depending on board committee members schedules
- Final TM no. 1 2 weeks following presentation
- Alternative Analysis and Draft TM No. 2 3 weeks following the presentation
- Presentation to mutual aid board committee – 1-2 weeks from receipt of staff comments, depending the board committee members schedules
- Feasibility Study Report 4 weeks from the presentation

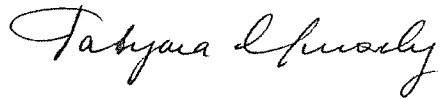
Table 1 provides the Fee Estimate for the Feasibility Study.

Table 1 Fee Estimate

Task	Task Cost
Task 1	\$3,000
Task 2	\$7,500
Task 3	\$9,500
Feasibility Study Total Estimated Fee: \$20,000	

SRT appreciates this opportunity and looks forward to working with both districts on this Study. Please contact me with any questions or comments.

Sincerely,

A handwritten signature in black ink that reads "Tanya Yurovsky". The signature is written in a cursive style with a large initial 'T'.

Tanya Yurovsky, P.E.
Principal
SRT Consultants



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 10, 2014**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Review and Possible Action for Support of Assembly
Bill 1970**

AB 1970 proposes to create the Community Investment and Innovation Program for grants and other financial assistance for local governments to develop and implement GHG emissions reduction projects.

Local governments are instrumental to meeting the state's climate and energy goals and are best able to identify and implement projects to reflect local needs, leverage other funding, achieve the greatest reductions of GHG emissions and create jobs. Local governments have already developed programs that improve energy efficiency, divert waste, increase urban greening, upgrade fleets and facilities, and plan for cleaner, more efficient communities. However, local funding to continue or complete these projects is dwindling.

The competitive grant program proposed by AB 1970 would allow local governments to access cap-and-trade auction revenue to provide the funding necessary to implement or complete GHG emissions reduction projects. Local governments are well suited to partner with other local and regional organizations, as well as leverage private capital from the local economy, making these dollars go even further.

This district may be considering future projects that reduce GHG emissions, increase energy efficiency, and increase the reliability of water supplies, and could potentially benefit from receiving revenue to fund, support, complete, or expand the program or project. Therefore, the Board may want to consider supporting AB 1970. A Draft Letter of Support is attached for consideration by the Board.

RECOMMENDATION: Authorize the Board President to sign the Letter of Support for AB 1970



MONTARA WATER & SANITARY DISTRICT

Serving the Communities of Montara and Moss Beach

P.O. Box 370131

Tel: (650) 728-3545

8888 Cabrillo Highway

Fax: (650) 728-8556

Montara, CA 94037-0131

E-mail: mwsd@coastside.net

Visit Our Web Site: <http://www.mwsd.montara.com>

April 10, 2014

The Honorable Rich Gordon
California State Assembly
California State Capitol Room 3013
Sacramento, California 95814

RE: AB 1970 (Gordon) – DRAFT Letter of Support

Dear Assembly Member Gordon:

On behalf of the board members of the Montara Water and Sanitary District (MWSD OR District) I am pleased to inform you of our support for your Assembly Bill 1970 to provide funding for local government greenhouse gas (GHG) emissions reduction projects. MWSD provides water, sewer, and garbage collection services for the communities of Montara and Moss Beach in the unincorporated area of San Mateo County. The District is an award-winning water agency for its conservation programs and for the development of sustainable, diversified, and reliable water supply portfolio.

The District understand that AB 1970 proposes to create the Community Investment and Innovation Program for grants and other financial assistance for local governments to develop and implement GHG emissions reduction projects.

Local governments are instrumental to meeting the state's climate and energy goals. We are best able to identify and implement projects to reflect local needs, leverage other funding, achieve the greatest reductions of GHG emissions and create jobs. Local governments have already developed programs that improve energy efficiency, divert waste, increase urban greening, upgrade fleets and facilities, and plan for cleaner, more efficient communities. However, local funding to continue or complete these projects is dwindling.

The competitive grant program created by AB 1970 would allow local governments to access cap-and-trade auction revenue to provide the funding necessary to implement or complete GHG emissions reduction projects. Local governments are well suited to partner with other local and regional organizations, as well as leverage private capital from the local economy, making these dollars go even further.

The district is considering to implement more projects in the near future that further reduce GHG emissions, increase energy efficiency, increase the reliability of water supplies, and increase solid waste diversion from landfills, and could potentially benefit from receiving revenue to fund and complete very critical projects for the community that would continue serving as a example of good stewardship for other agencies in the State of California.

MWSD is pleased to support AB 1970, as it empowers local governments to serve as a delivery tool on investments for a range of GHG emissions reducing projects that will help the state reach its climate and energy goals, while creating jobs and improving the economy. We thank you for your leadership on this important issue and are pleased to offer our support.

Sincerely,

Scott Boyd

MWSD Board President

CC: The Honorable Rich Gordon [fax: 916.319.2124]

Assembly Natural Resources Committee [fax: 916.319.2192]

Assembly Local Government Committee [fax: 916.319.3959]

John Kennedy, Assembly Republican Consultant [fax: 916.319.3902]

William Weber, Assembly Republican Consultant [fax: 916.319.3902]

California Special Districts Association [fax: 916.520.2466]

AB 1970 (Gordon)

Community Investment and Innovation Program

ISSUE

An integrated approach to funding greenhouse gas (GHG) emission reduction projects is needed to ensure that California meets its climate goals set forth by AB 32. Investment in reducing emissions from the transportation, land management, municipal electricity, water management, and other key sectors is necessary and broadly supported. Further, achieving long range goals will require new and innovative programs beyond what already exists in state agencies.

Local governments stand at the intersection of these sectors, are uniquely positioned to implement the greatest emissions-reducing projects, can broaden the constituency to defend the AB 32 program, and therefore, should be at the center of a cap-and-trade auction revenue investment strategy aimed to achieve California's climate goals.

BACKGROUND

The California Global Warming Solutions Act of 2006 (AB 32) authorizes the California Air Resources Board (CARB) to create a market mechanism to help reach the state's GHG emissions reduction goals as stated in AB 32.

With this authorization, CARB created the cap-and-trade auction revenue program. In this program, CARB auctions off emission credits to covered entities that must comply with a cap on GHG emissions. California receives the revenue derived from the auctions, and is directed to spend these funds on GHG emission reduction projects.

The expenditure of the revenue created from the cap-and-trade program will be critical to reaching California's environmental and economic goals for the future.

SOLUTION

Local governments are instrumental to meeting state climate and energy goals. As the closest level of government to Californians, local governments are able to make a significant impact by taking action in our communities and promoting public awareness. Local governments are uniquely positioned to work with local planners and the public to initiate integrated, multi-benefit projects that can deliver the greatest GHG reductions per dollar. This integrated approach allows local governments to develop unified programs that would otherwise require multiple applications to multiple state agencies. In addition, these projects will provide other environmental and economic benefits, including better air and water quality, reduction of natural resources and energy consumption, increased water supply and greater diversion of waste. Equally important are the jobs these projects will create that will benefit local economies as well as the state's economy.

Many local governments, special districts, and joint powers authorities have already taken action to reduce GHG emissions through a variety of different approaches, including clean and renewable energy projects, energy efficiency measures, facility and fleet upgrades, and innovative planning processes, to name a few. At the same time, the recent economic downturn has depleted many local governments' budgets and prevented projects from being funded or completed, especially in lower income communities which often face the poorest environmental conditions.

A competitive grant program that would allow local governments to access cap-and-trade auction revenue would provide the funding necessary for local governments to implement or complete GHG emission

reductions projects. The competitive nature of the program will force local governments to identify the most impactful and quantifiable GHG reductions projects in order to be awarded funding.

THIS BILL

AB 1970 creates the Community Investment and Innovation Program (Program) at the Strategic Growth Council. The Program would receive cap-and-trade auction revenue to fund competitive grants for local governments to implement GHG emissions reduction projects. This bill also requires that twenty-five percent of the moneys appropriated for the Program will be set aside for projects from eligible grant applicants that include and specifically benefit environmental justice communities.

Eligible entities under the Program include:

- Local governments
- Special districts
- Joint powers authorities
- Nonprofits working in coordination with local governments
- Other appropriate regional entities.

SUPPORT

None on File

OPPOSITION

None on File

FOR MORE INFORMATION

Ellen Hou
Office of Assemblyman Rich Gordon
(916) 319-2024 ♦ (916) 319-2124 (fax)
ellen.hou@asm.ca.gov



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: April 10, 2014

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

A handwritten signature in blue ink, appearing to be 'Clemens H. Heldmaier', written in a cursive style.

**SUBJECT: Review and Possible Action Concerning
Cancellation of the Next Regular Scheduled
Meetings April 17 and May 1, 2014.**

The General Manager is not available to attend the next 2 meetings.

RECOMMENDATION:

Cancel the next regular scheduled meetings on April 17 and May 1.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 10, 2014**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

SUBJECT: Managers Report

Water Operations: The General Manager participated in the supervision of the water operations and training of new employees.

Manager Leave: The General Manager will be out of the office from April 14 through May 1.

RECOMMENDATION:

This is for Board information only.