



**Montara Water
and Sanitary District**
Serving the Community of Montara and Moss Beach

P.O. Box 370131
8888 Cabrillo Hwy
Montara, CA 94037-0131
t: 650.728.3545 • f: 650.728.8556

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

AGENDA

District Board of Directors

August 4, 2022 at 7:30 p.m.

THIS MEETING WILL BE HELD REMOTELY UNDER PARAGRAPH (1) OF SUBDIVISION (e) OF GOVERNMENT CODE SECTION 54953 DUE TO THE CURRENT PROCLAIMED STATE OF EMERGENCY. THIS MEETING WILL NOT HAVE A PHYSICAL LOCATION.

Directors, staff and the public may participate remotely via the application ZOOM:

ZOOM MEETING INFORMATION:

WEBSITE: <https://us02web.zoom.us/j/87648284404?pwd=T0VkWk1MdnNXRTRibW9yeUgrcFhsQT09>

MEETING ID: 876 4828 4404

Password: 226006

CALL IN PHONE NUMBER: +1 669 900 9128

INSTRUCTIONS for remote access are available at <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>. You also may view video during the meeting via live stream or after the meeting at https://videoplayer.telvue.com/player/wuZKb9gwEY7sMACIIsr7VSJglB35kNZA/stream/159?fullscreen=true&sho_wtabssearch=false&autostart=false. If you experience technical difficulties or have technical questions prior to or during the meeting, please contact MWSD's IT support at (650) 728-7843.

Note: Public participation is not permitted during closed session discussion items.

Public Comment

In accordance with the Government Code, members of the public may address the Board on specific agenda items when the matter is announced by the Board President. Any other item of interest that is within the subject matter jurisdiction of the District may be addressed during the Oral Comments portion of the meeting. A "raise hand" button is available for every Zoom user wishing to speak and should be used to alert the President of the intent to comment.

Upon request, this Agenda and written agenda materials will be made available in appropriate alternative formats to persons with a disability. Request for a disability-related modification or accommodation in order to participate in the public meeting should be emailed to info@mwsd.net or submitted by phone at 650-728-3545 at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility.

Subject to Change: Given the current public health emergency and the rapidly evolving federal, state, and local orders, the format of this meeting may be altered, or the meeting may be canceled. You may check on the status of the meeting by visiting the District's website at: <http://mwsd.montara.org>.

CALL TO ORDER

ROLL CALL

PRESIDENT'S STATEMENT

ORAL COMMENTS (Items other than those on the agenda)

PUBLIC HEARING (none)

CONSENT AGENDA

1. [Approve Minutes for Regular Scheduled Board Meetings July 7, and July 21, 2022.](#)
2. [Approve Financial Statements for June 2022.](#)
3. [Approve Warrants for August 1, 2022.](#)
4. [SAM Flow Report.](#)
5. [Monthly Review of Current Investment Portfolio.](#)
6. [Connection Permit Applications Received.](#)
7. [Monthly Water Production Report.](#)
8. [Rain Report.](#)
9. [Monthly Solar Energy Report.](#)
10. [Monthly Public Agency Retirement Service Report for May 2022.](#)

OLD BUSINESS (none)
NEW BUSINESS

1. [Review and Possible Action Concerning Remote Meetings During Emergency Conditions Under Government Code Section 54953 of the Brown Act.](#)
2. [Review and Possible Action Concerning Employee Wellness Program.](#)
3. [Review and Possible Action Concerning 2022 Water System Master Plan Update.](#)
4. [Review and Possible Action Concerning Local Agency Formation Commission Special District Member.](#)

REPORTS

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

FUTURE AGENDAS

CONVENE IN CLOSED SESSION

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

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

CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION

(Government Code §54956.9(d)(4)) Initiation of Litigation (1 potential cases)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Government Code §54957(b)(1))

Title: General Manager

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Government Code §54956.8)

Property: 770 Harte St., Montara, CA

Agency Negotiators: District General Manager; District General Counsel

Negotiating parties: Rose and Guy Wallace

Under Negotiation: Price and Terms of Payment

REPORT OF ACTION TAKEN IN CLOSED SESSION, IF ANY

ADJOURNMENT

The District has a curfew of 10:30 p.m. for all meetings. The meeting may be extended for one hour by vote of the Board.



MONTARA WATER & SANITARY
DISTRICT

REGULAR BOARD OF DIRECTORS MEETING
July 7, 2022

MINUTES

THIS MEETING WAS HELD REMOTELY UNDER PARAGRAPH (1) OF SUBDIVISION (e) OF GOVERNMENT CODE SECTION 54953 DUE TO THE CURRENT PROCLAIMED STATE OF EMERGENCY. DIRECTORS, STAFF AND THE PUBLIC PARTICIPATED REMOTELY VIA THE APPLICATION ZOOM

REGULAR SESSION BEGAN AT 7:34 p.m.

CALL TO ORDER

ROLL CALL

Directors Present: Dekker, Harvey, and Slater-Carter

Directors Absent: Boyd and Lohman

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

Others Present: District Counsel, Christine Fitzgerald

PRESIDENT'S STATEMENT –

Director Harvey announced Jim Barry passed away. He was the District's accountant up until seven years ago, and was instrumental in the development of the District as an independent district.

General Manager Clemens Heldmaier commented that Mr. Barry was an important part of their team, and was an integral in seeing through the finances in acquiring the water system.

Director Slater-Carter commented that he was part of the team, and gave her condolences to his family. He will be missed by many on the Coast.

ORAL COMMENTS

Director Slater-Carter commented that if you go to the Montara Water and Sanitary District (MWSD) website <https://mwsd.montara.org/>, and click on the climate section, you can see the rainfall totals monitored by Balance Hydrologics from a meter they have on Alta Vista. She was amazed that in the month of June there was measurable amounts of precipitation measured in the form of fog. They are within the perimeters of normal rainfall in our area.

PUBLIC HEARING - none

CONSENT AGENDA

- 1. Approve Minutes for Regular Scheduled Board Meeting June 2, 2022 and Special Board Meeting June 8, 2022.**
- 2. Approve Financial Statements for May 2022**
- 3. Approve Warrants for July 1, 2022**
- 4. SAM Flow Report**
- 5. Monthly Review of Current Investment Portfolio**
- 6. Connection Permit Applications Received**
- 7. Monthly Water Production Report**
- 8. Rain Report**
- 9. Monthly Solar Energy Report**
- 10. Monthly Public Agency Retirement Service Report for April 2022**

Director Slater-Carter made a motion to approve the Consent Agenda items 1-10, and Director Dekker seconded the motion. A roll-call vote was taken, and the motion passed unanimously 3-0.

OLD BUSINESS - none

NEW BUSINESS

- 1. Review and Possible Action Concerning Remote Meetings During Emergency Conditions Under Government Code Section 54953 of the Brown Act.**

General Manager Clemens Heldmaier stated this resolution allows them to hold meetings this month via zoom. They are still in a pandemic, and COVID levels are high. Staff recommendation is to adopt the Resolution authorizing remote teleconference meetings of the Board of Directors of the Montara Water & Sanitary District under Government Code Section 54953 of the Brown Act during existence of State of Emergency conditions related to the Covid-19 Pandemic.

Bill Softky asked them to consider that COVID was vastly more deadly when a State of Emergency was declared than it is now and prevention can be done by airflow. Put in a carbon dioxide monitor and make sure the air is not being recirculated. Additionally, his expertise is in the quantification of trust, and having zoom meetings do not provide trust. He encourages in-person meetings.

Director Harvey said that although he misses the interactions of in-house meetings, many more people have participated since they started having zoom meetings. He has expertise in medical research in respiratory medicine, working at Stanford University for 38 years. He is very familiar with this virus and the steps necessary to keep it under control within an enclosed environment. It is a very serious virus, and will continue to be a very serious issue. Also, CO2 measurements don't determine particulate distribution. He thinks this item should remain month to month until things change.

Director Slater-Carter commented that she likes that the community is able to participate via zoom and suggested it be available as an option when they do go to in-house meetings. Trust is important in order to function. Zoom is not perfect, but Moss Beach and Montara have a large elderly community. There are people that moved to Montara and Moss Beach who are immunocompromised. Our water does not contain Chloramine like other agencies over the hill, so immunocompromised people can drink the water here. Right now, they need take care of the community as well as their crew. Although she misses the meetings, they need to keep doing this. They have newsletters that go out, the website, and all the directors are available to discuss anything. She thanked Mr. Softky for his comments and participation.

Director Dekker commented that although he prefers in-house meetings, he feels that there is a risk in bringing people together, and doesn't want anything to happen to people who are susceptible to the virus.

General Manager Clemens Heldmaier commented that people have different perceptions of what is acceptable and safe, and forcing directors, staff and/or the public to attend in-person when he/she doesn't feel comfortable is counter-productive. The best trust building tool they have is to stay with Zoom.

Director Slater-Carter made a motion to adopt the Resolution authorizing remote teleconference meetings of the Board of Directors of the Montara Water & Sanitary District under Government Code Section 54953 of the Brown Act During Existence

of State of Emergency Conditions Related to the Covid-19 Pandemic. Director Dekker seconded the motion. A roll-call vote was taken, and the motion passed unanimously 3-0.

REPORTS

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

Director Slater-Carter said at the last meeting they approved the purchase of a variable speed pump system. There was a Finance Committee meeting this morning, and Peter Medina and General Manager Clemens Heldmaier will be building some new reports on the capital improvement projects. She suggested that people be more specific when talking about topics, using more adverbs and adjectives, to avoid miscommunications. There was an Operations Committee meeting and General Manager Kishen Prathivadi talked about the ISO 14001 certificate. This is environmental certificate offered by a private company. It sounds like a good idea and SAM is exploring the details of it. Her concern that it sounds a lot like an ESG (Environmental Social & Governance Set of Standards). Another meeting is scheduled for this Monday.

2. Mid-Coast Community Council Meeting (Slater-Carter) - none

3. California Special Districts Associations Report (Lohman) - none

4. Local Agency Formation Commission (LAFCo) Report (Lohman)- none

5. Attorney's Report (Fitzgerald) – none

6. Directors' Report - none

7. General Manager's Report (Heldmaier) –

General Manager Clemens Heldmaier highlighted some items in his report. The Alta Vista Well has been running since 2007, and the parts, including the wellhead, were in need of replacement. He thanked staff for coordinating everything to minimize down time.

FUTURE AGENDAS

Director Slater-Carter is interested in the status of the District's retirement funds and asked when the actuarial valuation will be presented by Mary Redding of Bartel Associates. After the presentation she would like Alex Handlers give them his analysis of what he is seeing.

General Manager Clemens Heldmaier said they just started the audit process, and it will be reviewed this year. The report should come out around September or October and the audit will probably be after the new year.

BRIEF RECESS at 8:18 pm

CONVENE IN CLOSED SESSION 8:25 pm

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Government Code § 54956.9(d)(1))

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

Case Name: *Olympian Gulf Properties, Inc. v. Keet Nerhan, dba KN Properties, et. al. (San Mateo County Superior Court No. 22-CIV-0148)*

CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION

(Government Code §54956.9(d)(4)) Initiation of Litigation (2 potential cases)

REPORT OF ACTION TAKEN IN CLOSED SESSION

ADJOURNMENT at 9:30 pm

The district has a curfew of 10:30 pm for all meetings. The meeting may be extending for one hour by vote of the Board.

Respectfully Submitted,

Signed _____
Secretary

Approved on the 4th, August 2022

Signed _____
President



MONTARA WATER & SANITARY
DISTRICT

REGULAR BOARD OF DIRECTORS MEETING
July 21, 2022

MINUTES

THIS MEETING WAS HELD REMOTELY UNDER PARAGRAPH (1) OF SUBDIVISION (e) OF GOVERNMENT CODE SECTION 54953 DUE TO THE CURRENT PROCLAIMED STATE OF EMERGENCY. DIRECTORS, STAFF AND THE PUBLIC PARTICIPATED REMOTELY VIA THE APPLICATION ZOOM

REGULAR SESSION BEGAN AT 7:33 p.m.

CALL TO ORDER

ROLL CALL

Directors Present: Boyd, Dekker, Harvey, and Lohman

Directors Absent: Slater-Carter

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

Others Present: District Counsel, Christine Fitzgerald
District Water Engineer, Tanya Yurovski

PRESIDENT'S STATEMENT –

Director Boyd thanked everyone for their participation. They are still in a drought. And as it gets more serious, please stay water wise and keep up the good work.

ORAL COMMENTS - none

PUBLIC HEARING – none

CONSENT AGENDA - none

OLD BUSINESS - none

NEW BUSINESS

1. Review Concerning New Service Connection at Big Wave, Lot 4, Moss Beach, APN 047-311-110

General Manager Clemens Heldmaier stated that this is an information item at the Board's request. The last time the Board discussed Big Wave was in the context of the mainline water extension which was completed and accepted. Tonight, they will be reviewing the water connections for the building proposed on Lot 4. Tanya Yurovski, of SRT, is working with the District on this.

District Water Engineer Tanya Yurovsky stated the Big Wave Group filed a new service application for domestic and private fire protection water for new development located at Big Wave lot 4, APN 047-311-110. This development includes a proposed 15,000 square foot building consisting of 11 individual commercial units and serviced by a proposed 8" water main. The 8" water main and other system distribution have already been approved and is not part of this application. The proposed water main extension was designed by the applicant in accordance with the District Code and standards and specifications and approved. It is included in Exhibit item A for your reference. The District Code requires that for the proposed project each unit have an individual 5/8" meter (minimum size). The District responded to the applicant, to purchase from the District one meter for each individual commercial unit, costing a total of \$259,182.00 dollars for domestic water service for Lot 4, 11 5/8" connections multiplied by \$23,562.00 dollars. The difficulty is that they have only one unit with known occupancy and the other units unknown. The District is charging for the minimum meter size, and as the other units' water use is determined and the units developed, the District will review each application if a water meter upgrade is needed. Big Wave was advised about this Board item.

Director Harvey asked District Water Engineer Tanya Yurovsky to repeat the District's response for their request to have one connection.

District Water Engineer Tanya Yurovsky replied that this is due to water conservation requirements and severe drought, and the Ordinance was amended. Their response was to pay the 11 water connections.

Gregg Dieguez commented what his perception on how he would analysis this client and transactions with this client. A few years ago, when the District said Big Wave was donating an asset, they were donating a burden because once that asset becomes part of the system it is going to have to be replenished. The District has been leaders in separating volumetric charges from asset-based fees such as the Water System Reliability Charge. Regardless if a drop of water is used or not, the fact that the District provides water capacity means that capacity is reserved for use. So, rate payers that have the capacity should be paying the pro rata share of the Water System Reliability Charge, especially in the case of Big Wave, whether or not they end up developing all the units. In addition, the inflation rate according to the California Constructions Cost Index increased 25.4% this year and that pipeline is over a million dollars and is special to Big Wave. At only 3.5% inflation, in 40 years that asset will cost four times as much to replace than it does now. If you were to follow the American Waterworks Association capital reserve guidelines, reserves should be set aside annually based on the remaining life and current replacement costs. And that would work out to a little over \$25,000 dollars a charge to Big Wave just for this pipe, not including the other assets and participation. That annual reserve contribution would grow to \$100,000 dollars by year 40. The failure to charge this user extra charges for this asset and the full connection capacity that they could potentially be using means the other rate payers are subsidizing the expense that are not being charged this rate payer whether they decide to use water or not (they have access to it). The asset they supplied is aging, inflating in costs, and the District has reserved system capacity for their use. He brings this up, because there is a lack of capital reserve adequacy all over, including at the Montara Water and Sanitary District (MWSD). He has developed an analysis of the reserve adequacy of the public works institution based on public financial statements. Comparing MWSD's relative reserve position shows that they have four times the reserves as Pacifica, extra 50% more reserves than Half Moon Bay, and 33% worse than CCWD 40% of the reserves of North Coast County Water and one quarter of what San Bruno has. There are issues that require them to look strongly at the charges, whether they are asset based or volumetric, that are in effect for this client and any others. He recommends no action be taken until a written financial assessment is provided that demonstrates that no harm is being done to or subsidies provided by the other rate payers.

Director Lohman commented that this is an informational item only.

Director Boyd asked about the details in the floor plan.

District Water Engineer Tanya Yurovsky replied that there is no detailed information on the plans, and that is why they are sizing it the way they are sizing it. They don't know what the usage is going to be, except for one unit.

Director Boyd asked about the shared building water—he presumes they would have sprinklers.

District Water Engineer Tanya Yurovsky stated that would be an irrigation meter, and it was not submitted.

Director Boyd asked if District Water Engineer Tanya Yurovsky knows which unit they would allocate the common water to.

District Water Engineer Tanya Yurovsky replied there is no information at this time.

Director Harvey commented that the fire protection system or tanks are not shown.

District Water Engineer Tanya Yurovsky replied that Big Wave will not have tanks, but will be getting fire protection services from the District and is a separate meter and connection. It will be sized according to their fire engineer's calculation.

Director Harvey asked if each unit will have access from the outside sidewalk area for commercial use.

District Water Engineer Tanya Yurovsky replied that is what it appears.

REPORTS

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

Director Dekker stated the Board didn't approve the ISO 14001 designation.

Director Harvey asked what an ISO was.

Director Dekker stated that it has to do with how "green" SAM is, and how environmentally conscience they are with the procedures they have in place and how it can be improved with the assessment of an advisory body. He thought it unnecessary, since there are various organizations in place that already looks at those environmental points that the ISO also looking at.

Director Boyd asked about salary adjustments for unrepresented employees.

Director Dekker replied that it was a minor adjustment to the description for what the non-union employee was getting so that he is at the same level as the other employees.

Michelle Dragony added that Jeremy reported information on PFAS during the last two meetings. One was information that it is in our bodies, and has to be controlled at the sewer. And the other was on ground water control which involved a lawsuit. They are the forever chemicals, in food and drink, skin and clothes.

Director Harvey asked what was the issue with that and SAM.

Michelle Dragony replied that essentially there has to be some sort of federal designation to be able to control PFAS in sewers. It would be incredibly expensive for sewer districts, as it will require a whole level of chemical jurisdiction.

Director Boyd commented that PFAS includes Scotchgard and fire retardants.

Director Dekker stated it was more of the water agencies' responsibility for contaminants going through the pipes. Can an agency be sued for carrying contaminants that they are not aware of? Can a water or sewer agency be held legally responsible? It was determined that they cannot be held legally responsible unless something was done deliberately.

Director Boyd added that regulations will be coming and it is good to start thinking about this. He recalls that they have been discussing contaminants of emerging concern since 2005 when they were considering recycled water.

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

Gregg Dieguez stated that RCD has completed the El Granada Wildfire Resiliency Scoping Study (including Montara). They are reviewing the report and deciding who will be responsible for what to mitigate wildfire actions. There is continuing concern about lead in the aircraft fuel at the airport and the MCC has prepared a second letter to the County to stop this. Quarry Park now has a pump track, although parking is a concern. There is a master plan for Quarry Park, still under discussion. There are several transportation related initiatives active and pending. The Caltrans variable messaging signs has not died. There is discussion of instrumentation and the value of having more advanced monitoring equipment, and concerns about privacy. The Medio bridge is being repaired. The MCC newsletter is coming out or you can read Coastside Buzz. They have four Council members leaving at the end of their terms this year, and he hopes new people will be running for office to serve on the Council this November. He thanked MWSD for running the Academy.

3. California Special DA Report (Lohman) - none

4. Local Agency Formation Commission (LAFCo) Report (Lohman)

Director Lohman said new members were sworn in. There was some discussion about the East Palo Alto Sanitary District.

5. Attorney's Report (Fitzgerald)

District Counsel Christine Fitzgerald stated that Director Lohman will be recusing himself from the item in Closed Session agenda pertaining to Real property negotiations due to a conflict of interest under Government code section §87100.

His video and audio will be turned off. He will not be in the meeting during this time.

6. Directors' Report - none

7. General Manager's Report (Heldmaier)

General Manager Clemens Heldmaier congratulated Coastside County Water District for their 75th anniversary. The ceremony was very nice.

FUTURE AGENDAS

BRIEF RECESS at 8:07 pm

CONVENE IN CLOSED SESSION 8:12 pm

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Government Code § 54956.9(d)(1))

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

Case Name: *Olympian Gulf Properties, Inc. v. Keet Nerhan, dba KN Properties, et. al. (San Mateo County Superior Court No. 22-CIV-0148)*

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

(Government Code §54956.9 (d)(4)) Initiation of Litigation (2 potential case)

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code §54956.8)

Property: 771 Rivera Rd., Montara, CA

Agency Negotiators: District General Manager; District General Counsel

Negotiating parties: Coast Wholesale Florists, a corporation/Miller-Havice

Ranch Under Negotiation: Price and Terms of Payment.

REPORT OF ACTION TAKEN IN CLOSED SESSION

ADJOURNMENT at 9:00 pm

The district has a curfew of 10:30 pm for all meetings. The meeting may be extending for one hour by vote of the Board.

Respectfully Submitted,

Signed _____

Secretary

Approved on the 4th, August 2022

Signed _____
President



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: August 4, 2022

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

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

Budget vs. Actual – Sewer July 2021 through June 30, 2022 - Variances over \$2,000:

- 4200 Cell Tower Lease, \$3,095 above Budget – Projections slightly lower than actuals for FY 21-22.
- 4400 Fees, \$108,538 above Budget – Remodel fees are the main driver. Four large fixture unit charges paid for in June. .
- 4610 Property Tax Receipts, \$233,480 above Budget – Property taxes collected outside of budgeted months. District received property tax receipts in the amount of \$58,358 in June (split 50/50).
- 4710 Sewer Service Charges, \$330,550 above Budget – District received \$360,601 in June, representing the last major collection for FY 21/22. Water reliability charges still need to be split out and allocated to the Water Fund.
- 4720 Sewer Service Refunds, Customers, \$3,166 above budget - Large refund of \$5K returned in July 2021.
- **Overall Total Operating Income for the period ending June 30, 2022 was \$746,682 above budget. Total income received to date is \$4,619,224.**
- 5200 Board of Directors, \$77,431 below Budget – The expected fallout of redistricting and related election expense is expected to occur in FY 22/23. In addition, director fees are \$3,000 under budget.
- 5300 Insurance, \$2,557 above Budget – Property insurance renewal was paid in November 2021. Premiums are more than in prior year.
- 5400 Legal, \$70,929 above Budget – Larger litigation expenses incurred from July 2021 to April 2022, related to HMB vs. MWSD, GCSD.
- 5510 Maintenance, Office, \$4,748 below Budget – Expenses related to the alleviation of dry rot at District office have been moved to capital.
- 5610 Accounting, \$3,583 below Budget – June bill accrual will be captured and expenditure will be slightly under budget.
- 5640 Data Services, \$2,783 above Budget – Bill for services paid in full in August for EDS parcel management.
- 5720 Telephone & Internet, \$18,318 above Budget – Changes to providers and plans has not yielded the desired effect.
- 5800 Labor, \$20,935 above Budget – Variance due to management payout of PTO in March 2022.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: **August 4, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 6170 Claims, Property Damage, \$16,924 below Budget – Two claims paid to date through CSRMA for a total of \$3,076.
- 6200 Engineering, \$26,067 above Budget – Payment for general engineering and pump station mechanical engineering.
- 6400 Pumping, \$53,112 above Budget – Payment made to Peninsula Pump for Date Harte pump station. To be reviewed for possible capitalization.
- 6600 Collection/Transmission, \$10,000 below Budget – No costs paid to date.
- 6910 SAM Collections, \$27,664 below Budget – Due to timing.
- 6920 SAM Operations, \$23,829 above Budget – Costs related to FOG and TAS have been captured in this account. These expenses will be re-categorized.
- 6940 SAM Maintenance, Collection Sys, \$15,437 below Budget – Related to pass through expense for collection systems repairs, minimal activity to date.
- 6950 SAM Maintenance, Pumping, \$20,358 above Budget – Large payment of \$29k made to SAM in February 2022 for pump repairs.
- **Overall Total Operating Expenses for the period ending June 30, 2022, were \$51,755 above Budget.**
- **Total overall Expenses for the period ending June 30, 2022, were \$84,758 above budget. For a net ordinary Income of \$661,925 above Budget. Actual net ordinary Income is \$1,618,403.**
- 7100 Connection Fees, \$167,389 above Budget – Seven new connections issued in June.
- 7200 Interest Income, LAIF, \$30,768 below budget – Q3 allocation lower due to lower interest rates.
- 8000 CIP, \$503,579 below Budget – \$4,344 in expenses paid for in June to be capitalized.
- 9200 I-Bank Loan, \$8,827 below Budget - Due to timing.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: **August 4, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

Budget vs. Actual – Water July 2021 thru June 30, 2022 - Variances over \$2,000:

- 4400 Fees, \$88,126 above Budget – Mainline extension receipts will be re-categorized to a newly established pass thru account.
- 4610 Property Tax Receipts, \$233,480 above Budget – Property taxes collected outside of budgeted months. District received property tax receipts in the amount of \$58,358 in June (split 50/50).
- 4740 Testing Backflow, \$7,730 above Budget – Due to timing of collections from testing.
- 4810 Water Sales, Domestic, \$135,711 below Budget – Difference mainly due to timing of collections.
- **Overall Total Operating Income for the period ending June 30, 2022 was \$196,955 above budget. Total revenue received to date is \$2,402,705.**
- 5200 Board of Directors, \$77,431 below Budget – The expected fallout of redistricting and related election expense is expected to occur in FY 22/23. In addition, director fees are \$3,000 under budget.
- 5240 CDPH Fees, \$2,707 above Budget – Fee is paid annually. Current year cost was more than expected.
- 5400 Legal, \$70,202 below Budget – Majority of District Counsel time has been spent working on Sewer enterprise matters.
- 5510 Maintenance, Office, \$4,606 above Budget – Expenses related to the alleviation of dry rot at District offices have been moved to CIP.
- 5530 Memberships, \$6,683 below Budget – CSDA membership was split between Sewer and Water (50/50). In the past, it was a sewer expense 100%.
- 5540 Office Supplies, \$5,733 above Budget – \$6,442 expense booked for printer related items.
- 5550 Postage, \$4,062 above Budget – Increased cost of mailing.
- 5560 Printing & Publishing, \$3,512 below Budget – Costs have been reduced by utilization of District public relations personnel.
- 5610 Accounting, \$3,583 below Budget – June bill accrual will be captured and expenditure will be slightly under budget.
- 5630 Consulting, \$3,233 below budget – Costs have been held below expectations by District management.
- 5640 Data service, \$3,900 above Budget – District paid \$9,500 for Utility Star Maintenance.
- 5720 Telephone & Internet, \$20,321 above Budget - Changes to providers and plans has not yielded the desired effect.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: **August 4, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 5800 Labor, \$59,028 below Budget – Difference due to being down one Water Operator for a number of months due to injury outside the workplace.
- 6170 Claims, Property Damage, \$10,000 below Budget – No claims incurred and paid to date.
- 6180 Communications, \$10,090 below Budget – costs related to Calcon have been held in check.
- 6195 Education & Training, \$5,572 below Budget – Anticipated costs did not occur.
- 6200 Engineering, \$30,393 below Budget – Majority of costs have been capital in nature.
- 6320 Equipment & Tools, Expensed, \$3,414 above Budget – Due to the need for specific tools not currently in the District's inventory.
- 6400 Pumping, \$11,853 below Budget – True up bill was incurred in February for \$13.8K, which was less than anticipated.
- 6500 Supply, \$21,196 below Budget – Water purchases for Q2 2022 has not yet been received and paid.
- 6600 Collection/Transmission, \$52,796 above Budget – Large maintenance costs incurred due to contractors maintenance of service lines and emergency repairs.
- 6700 Treatment, \$23,788 above Budget – Due to the purchase of meters/transmitters.
- **Overall Total Operating Expenses for the period ending June 30, 2022 were \$8,048 below Budget.**
- **Total overall Expenses for the period ending June 30, 2022 were \$188,809 below budget. For a net ordinary income of \$385,764 budgeted vs. actual. Actual net ordinary income is \$612,618.**
- 7100 Connection Fees, \$310,828 above Budget – Eight full connections issued in June 2022.
- 7600 Bond Revenues, G.O. \$93,074 below Budget - Due to timing.
- 7650 Water System Reliability, \$624,580 above Budget – Funds received from the County are allocated on a receipt by receipt basis. Budget will be established in future years.
- 8000 CIP, \$730,871 below Budget – Projects are currently on-going and others are being planned.
- 9100 GO Bond interest expense \$33,377 below Budget - Due to timing.
- 9150 SRF Loan, \$87,892 above Budget – Due to timing.

RECOMMENDATION:

This is for Board information only

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2021 through June 2022

	Jul '21 - Jun 22	Sewer Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 · Cell Tower Lease	80,315.34	77,220.00	3,095.34
4400 · Fees			
4410 · Administrative Fee (New Constr)	7,397.00	3,600.00	3,797.00
4420 · Administrative Fee (Remodel)	569.00	1,000.00	-431.00
4430 · Inspection Fee (New Constr)	6,994.00	3,500.00	3,494.00
4440 · Inspection Fee (Remodel)	0.00	1,000.00	-1,000.00
4450 · Mainline Extension Fees	6,000.00		
4460 · Remodel Fees	100,677.98	4,000.00	96,677.98
Total 4400 · Fees	121,637.98	13,100.00	108,537.98
4610 · Property Tax Receipts	511,230.13	277,750.00	233,480.13
4710 · Sewer Service Charges	3,885,250.02	3,484,472.00	400,778.02
4720 · Sewer Service Refunds, Customer	-8,165.92	-5,000.00	-3,165.92
4760 · Waste Collection Revenues	26,054.67	25,000.00	1,054.67
4990 · Other Revenue	2,901.92		
Total Income	4,619,224.14	3,872,542.00	746,682.14
Gross Profit	4,619,224.14	3,872,542.00	746,682.14
Expense			
5000 · Administrative			
5190 · Bank Fees	7,027.55	7,000.00	27.55
5200 · Board of Directors			
5210 · Board Meetings	3,556.30	3,000.00	556.30
5220 · Director Fees	4,512.50	7,500.00	-2,987.50
5230 · Election Expenses	0.00	75,000.00	-75,000.00
Total 5200 · Board of Directors	8,068.80	85,500.00	-77,431.20
5250 · Conference Attendance	1,918.05	2,500.00	-581.95
5270 · Information Systems	4,099.24	4,000.00	99.24
5300 · Insurance			
5310 · Fidelity Bond	0.00	500.00	-500.00
5320 · Property & Liability Insurance	8,057.29	5,000.00	3,057.29
Total 5300 · Insurance	8,057.29	5,500.00	2,557.29
5350 · LAFCO Assessment	2,708.00	2,500.00	208.00
5400 · Legal			
5430 · General Legal	94,970.38	200,000.00	-105,029.62
5440 · Litigation	175,958.24		
Total 5400 · Legal	270,928.62	200,000.00	70,928.62
5510 · Maintenance, Office	3,251.82	8,000.00	-4,748.18
5520 · Meetings, Local	37.50		
5530 · Memberships	4,407.50		
5540 · Office Supplies	6,188.45	6,500.00	-311.55
5550 · Postage	112.00	400.00	-288.00
5560 · Printing & Publishing	943.23	1,500.00	-556.77

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2021 through June 2022

	Jul '21 - Jun 22	Sewer Budget	\$ Over Budget
5600 · Professional Services			
5610 · Accounting	35,417.50	39,000.00	-3,582.50
5620 · Audit	13,660.50	13,500.00	160.50
5630 · Consulting	49,911.91	50,000.00	-88.09
5640 · Data Services	9,283.00	6,500.00	2,783.00
5650 · Labor & HR Support	2,562.00	2,500.00	62.00
5660 · Payroll Services	999.90	1,000.00	-0.10
Total 5600 · Professional Services	111,834.81	112,500.00	-665.19
5710 · San Mateo Co. Tax Roll Charges	119.00	200.00	-81.00
5720 · Telephone & Internet	38,317.53	20,000.00	18,317.53
5730 · Mileage Reimbursement	253.80	200.00	53.80
5740 · Reference Materials	0.00	0.00	0.00
5790 · Other Administrative	93.94		
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	21,689.25	18,364.00	3,325.25
5820 · Employee Benefits	46,428.15	43,823.00	2,605.15
5830 · Disability Insurance	1,769.04	1,941.00	-171.96
5840 · Payroll Taxes	17,451.05	20,069.00	-2,617.95
5850 · PARS	18,496.53	17,936.00	560.53
5900 · Wages			
5910 · Management	131,607.47	118,537.00	13,070.47
5920 · Staff	140,442.30	140,658.00	-215.70
5930 · Staff Certification	2,100.00	1,800.00	300.00
5940 · Staff Overtime	4,813.15	340.00	4,473.15
Total 5900 · Wages	278,962.92	261,335.00	17,627.92
5960 · Worker's Comp Insurance	1,961.35	2,355.00	-393.65
Total 5800 · Labor	386,758.29	365,823.00	20,935.29
Total 5000 · Administrative	855,125.42	822,123.00	33,002.42
6000 · Operations			
6170 · Claims, Property Damage	3,076.40	20,000.00	-16,923.60
6195 · Education & Training	93.00	1,000.00	-907.00
6200 · Engineering			
6220 · General Engineering	56,066.70	30,000.00	26,066.70
Total 6200 · Engineering	56,066.70	30,000.00	26,066.70
6320 · Equipment & Tools, Expensed	0.00	0.00	0.00
6330 · Facilities			
6335 · Alarm Services	5,432.21	5,000.00	432.21
6337 · Landscaping	5,400.00	6,000.00	-600.00
Total 6330 · Facilities	10,832.21	11,000.00	-167.79
6400 · Pumping			
6410 · Pumping Fuel & Electricity	44,443.22	45,000.00	-556.78
6420 · Pumping Maintenance, Generators	44,709.22		
6430 · Pumping Maintenance, General	8,959.26		
Total 6400 · Pumping	98,111.70	45,000.00	53,111.70

Montara Water & Sanitary District Revenue & Expenditures Budget vs. Actual - Sewer

July 2021 through June 2022

	Jul '21 - Jun 22	Sewer Budget	\$ Over Budget
6600 · Collection/Transmission			
6660 · Maintenance, Collection System	0.00	10,000.00	-10,000.00
Total 6600 · Collection/Transmission	0.00	10,000.00	-10,000.00
6770 · Uniforms	0.00	200.00	-200.00
6800 · Vehicles			
6810 · Fuel	1,297.49	1,000.00	297.49
6820 · Truck Equipment, Expensed	209.28	160.00	49.28
6830 · Truck Repairs	342.83	1,000.00	-657.17
Total 6800 · Vehicles	1,849.60	2,160.00	-310.40
6900 · Sewer Authority Midcoastside			
6910 · SAM Collections	304,308.51	331,973.00	-27,664.49
6920 · SAM Operations	1,556,437.01	1,532,608.00	23,829.01
6940 · SAM Maintenance, Collection Sys	24,563.36	40,000.00	-15,436.64
6950 · SAM Maintenance, Pumping	90,357.73	70,000.00	20,357.73
Total 6900 · Sewer Authority Midcoastside	1,975,666.61	1,974,581.00	1,085.61
Total 6000 · Operations	2,145,696.22	2,093,941.00	51,755.22
Total Expense	3,000,821.64	2,916,064.00	84,757.64
Net Ordinary Income	1,618,402.50	956,478.00	661,924.50
Other Income/Expense			
Other Income			
7000 · Capital Account Revenues			
7160 · PFP Pass Thru	10,860.00		
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	264,915.00	100,000.00	164,915.00
7120 · Connection Fees (Remodel)	50,464.50	50,000.00	464.50
7100 · Connection Fees - Other	2,009.00		
Total 7100 · Connection Fees	317,388.50	150,000.00	167,388.50
7200 · Interest Income - LAIF	9,232.03	40,000.00	-30,767.97
Total 7000 · Capital Account Revenues	337,480.53	190,000.00	147,480.53
Total Other Income	337,480.53	190,000.00	147,480.53
Other Expense			
8000 · Capital Improvement Program			
8075 · Sewer	1,402,756.43	1,906,335.00	-503,578.57
Total 8000 · Capital Improvement Program	1,402,756.43	1,906,335.00	-503,578.57

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Accrual Basis

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2021 through June 2022

	Jul '21 - Jun 22	Sewer Budget	\$ Over Budget
9000 · Capital Account Expenses			
9125 · PNC Equipment Lease Interest	11,672.63	11,535.00	137.63
9200 · I-Bank Loan	11,872.96	20,700.00	-8,827.04
Total 9000 · Capital Account Expenses	23,545.59	32,235.00	-8,689.41
Total Other Expense	1,426,302.02	1,938,570.00	-512,267.98
Net Other Income	-1,088,821.49	-1,748,570.00	659,748.51
Net Income	529,581.01	-792,092.00	1,321,673.01

Montara Water & Sanitary District Revenue & Expenditures Budget vs. Actual - Water

July 2021 through June 2022

	Jul '21 - Jun 22	Water Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 · Cell Tower Lease	0.00	0.00	0.00
4400 · Fees			
4410 · Administrative Fee (New Constr)	8,535.00	5,000.00	3,535.00
4420 · Administrative Fee (Remodel)	569.00		
4430 · Inspection Fee (New Constr)	8,415.00	4,000.00	4,415.00
4440 · Inspection Fee (Remodel)	538.00	1,000.00	-462.00
4450 · Mainline Extension Fees	82,882.40	3,000.00	79,882.40
4460 · Remodel Fees	0.00	0.00	0.00
4470 · Other Fees	186.20		
Total 4400 · Fees	101,125.60	13,000.00	88,125.60
4610 · Property Tax Receipts	511,230.04	277,750.00	233,480.04
4740 · Testing, Backflow	25,730.00	18,000.00	7,730.00
4810 · Water Sales, Domestic	1,764,289.34	1,900,000.00	-135,710.66
4850 · Water Sales Refunds, Customer	-3,210.41	-3,000.00	-210.41
4990 · Other Revenue	3,540.60		
Total Income	2,402,705.17	2,205,750.00	196,955.17
Gross Profit	2,402,705.17	2,205,750.00	196,955.17
Expense			
5000 · Administrative			
5190 · Bank Fees	2,591.64	1,500.00	1,091.64
5200 · Board of Directors			
5210 · Board Meetings	3,556.30	3,000.00	556.30
5220 · Director Fees	4,512.50	7,500.00	-2,987.50
5230 · Election Expenses	0.00	75,000.00	-75,000.00
Total 5200 · Board of Directors	8,068.80	85,500.00	-77,431.20
5240 · CDPH Fees	15,706.51	13,000.00	2,706.51
5250 · Conference Attendance	1,918.04	3,000.00	-1,081.96
5270 · Information Systems	13,989.26	5,000.00	8,989.26
5300 · Insurance			
5310 · Fidelity Bond	0.00	500.00	-500.00
5320 · Property & Liability Insurance	7,987.29	5,000.00	2,987.29
Total 5300 · Insurance	7,987.29	5,500.00	2,487.29
5350 · LAFCO Assessment	2,755.00	3,000.00	-245.00
5400 · Legal			
5430 · General Legal	68,988.47	140,000.00	-71,011.53
5440 · Litigation	810.00		
Total 5400 · Legal	69,798.47	140,000.00	-70,201.53
5510 · Maintenance, Office	3,394.38	8,000.00	-4,605.62
5520 · Meetings, Local	37.50		
5530 · Memberships	20,317.50	27,000.00	-6,682.50
5540 · Office Supplies	12,233.01	6,500.00	5,733.01
5550 · Postage	13,062.39	9,000.00	4,062.39
5560 · Printing & Publishing	1,487.67	5,000.00	-3,512.33

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2021 through June 2022

	Jul '21 - Jun 22	Water Budget	\$ Over Budget
5600 · Professional Services			
5610 · Accounting	35,417.50	39,000.00	-3,582.50
5620 · Audit	13,660.50	13,500.00	160.50
5630 · Consulting	51,766.80	55,000.00	-3,233.20
5640 · Data Services	10,399.50	6,500.00	3,899.50
5650 · Labor & HR Support	2,562.00	2,000.00	562.00
5660 · Payroll Services	999.92	1,000.00	-0.08
Total 5600 · Professional Services	114,806.22	117,000.00	-2,193.78
5710 · San Mateo Co. Tax Roll Charges	119.00	0.00	119.00
5720 · Telephone & Internet	45,321.20	25,000.00	20,321.20
5730 · Mileage Reimbursement	376.64	1,500.00	-1,123.36
5740 · Reference Materials	0.00	800.00	-800.00
5790 · Other Administrative	596.55	0.00	596.55
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	48,201.17	44,063.00	4,138.17
5820 · Employee Benefits	123,853.78	107,276.00	16,577.78
5830 · Disability Insurance	4,128.96	4,658.00	-529.04
5840 · Payroll Taxes	47,681.61	50,453.00	-2,771.39
5850 · PARS	40,261.10	38,383.00	1,878.10
5900 · Wages			
5910 · Management	131,607.71	118,537.00	13,070.71
5920 · Staff	451,291.44	526,927.00	-75,635.56
5930 · Staff Certification	12,000.00	11,400.00	600.00
5940 · Staff Overtime	52,668.74	57,666.00	-4,997.26
5950 · Staff Standby	26,563.97	27,723.00	-1,159.03
Total 5900 · Wages	674,131.86	742,253.00	-68,121.14
5960 · Worker's Comp Insurance	9,609.57	19,810.00	-10,200.43
Total 5800 · Labor	947,868.05	1,006,896.00	-59,027.95
Total 5000 · Administrative	1,282,435.12	1,463,196.00	-180,760.88
6000 · Operations			
6160 · Backflow Prevention	1,020.47	1,000.00	20.47
6170 · Claims, Property Damage	0.00	10,000.00	-10,000.00
6180 · Communications			
6185 · SCADA Maintenance	2,909.60	13,000.00	-10,090.40
Total 6180 · Communications	2,909.60	13,000.00	-10,090.40
6195 · Education & Training	3,428.45	9,000.00	-5,571.55
6200 · Engineering			
6220 · General Engineering	4,346.00	20,000.00	-15,654.00
6230 · Water Quality Engineering	85,261.26	100,000.00	-14,738.74
Total 6200 · Engineering	89,607.26	120,000.00	-30,392.74
6320 · Equipment & Tools, Expensed	11,414.25	8,000.00	3,414.25

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2021 through June 2022

	Jul '21 - Jun 22	Water Budget	\$ Over Budget
6330 · Facilities			
6335 · Alarm Services	1,087.12	2,000.00	-912.88
6337 · Landscaping	16,864.05	15,000.00	1,864.05
Total 6330 · Facilities	17,951.17	17,000.00	951.17
6370 · Lab Supplies & Equipment	5,356.74	4,000.00	1,356.74
6380 · Meter Reading	119.13	500.00	-380.87
6400 · Pumping			
6410 · Pumping Fuel & Electricity	81,090.63	90,000.00	-8,909.37
6420 · Pumping Maintenance, Generators	11,474.49	10,000.00	1,474.49
6430 · Pumping Maintenance, General	1,152.98	5,000.00	-3,847.02
6440 · Pumping Equipment, Expensed	129.31	700.00	-570.69
Total 6400 · Pumping	93,847.41	105,700.00	-11,852.59
6500 · Supply			
6510 · Maintenance, Raw Water Mains	253.13	2,500.00	-2,246.87
6520 · Maintenance, Wells	5,765.82	15,000.00	-9,234.18
6530 · Water Purchases	25,285.39	35,000.00	-9,714.61
Total 6500 · Supply	31,304.34	52,500.00	-21,195.66
6600 · Collection/Transmission			
6610 · Hydrants	5,690.20	5,000.00	690.20
6620 · Maintenance, Water Mains	88,321.53	50,000.00	38,321.53
6630 · Maintenance, Water Svc Lines	8,245.04	20,000.00	-11,754.96
6640 · Maintenance, Tanks	437.50	5,000.00	-4,562.50
6650 · Maint., Distribution General	22,201.52	10,000.00	12,201.52
6660 · Maintenance, Collection System	724.00		
6670 · Meters	21,023.49	4,000.00	17,023.49
6600 · Collection/Transmission - Other	153.13		
Total 6600 · Collection/Transmission	146,796.41	94,000.00	52,796.41
6700 · Treatment			
6710 · Chemicals & Filtering	39,314.05	20,000.00	19,314.05
6720 · Maintenance, Treatment Equip.	11,179.69	15,000.00	-3,820.31
6730 · Treatment Analysis	37,255.45	30,000.00	7,255.45
6700 · Treatment - Other	1,038.37		
Total 6700 · Treatment	88,787.56	65,000.00	23,787.56
6770 · Uniforms	1,686.60	2,000.00	-313.40
6800 · Vehicles			
6810 · Fuel	7,352.42	7,000.00	352.42
6820 · Truck Equipment, Expensed	1,185.92	2,000.00	-814.08
6830 · Truck Repairs	1,942.69	5,000.00	-3,057.31
Total 6800 · Vehicles	10,481.03	14,000.00	-3,518.97

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water

July 2021 through June 2022

	Jul '21 - Jun 22	Water Budget	\$ Over Budget
6890 · Other Operations	2,941.91		
Total 6000 · Operations	507,652.33	515,700.00	-8,047.67
Total Expense	1,790,087.45	1,978,896.00	-188,808.55
Net Ordinary Income	612,617.72	226,854.00	385,763.72
Other Income/Expense			
Other Income			
7000 · Capital Account Revenues			
7160 · PFP Pass Thru	943.87		
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	257,646.00	100,000.00	157,646.00
7130 · Conn. Fees, PFP (New Constr)	202,841.21	50,000.00	152,841.21
7140 · Conn. Fees, PFP (Remodel)	341.11		
Total 7100 · Connection Fees	460,828.32	150,000.00	310,828.32
7200 · Interest Income - LAIF	1,105.15		
7600 · Bond Revenues, G.O.	890,471.71	983,546.00	-93,074.29
7650 · Water System Reliability	624,580.25	0.00	624,580.25
Total 7000 · Capital Account Revenues	1,977,929.30	1,133,546.00	844,383.30
Total Other Income	1,977,929.30	1,133,546.00	844,383.30
Other Expense			
8000 · Capital Improvement Program			
8100 · Water	467,878.93	1,198,750.00	-730,871.07
Total 8000 · Capital Improvement Program	467,878.93	1,198,750.00	-730,871.07
9000 · Capital Account Expenses			
9100 · Interest Expense - GO Bonds	44,428.26	77,805.00	-33,376.74
9125 · PNC Equipment Lease Interest	11,016.66	11,535.00	-518.34
9150 · SRF Loan	154,538.85	66,647.00	87,891.85
9210 · Conservation Program/Rebates	700.00	0.00	700.00
Total 9000 · Capital Account Expenses	210,683.77	155,987.00	54,696.77
Total Other Expense	678,562.70	1,354,737.00	-676,174.30
Net Other Income	1,299,366.60	-221,191.00	1,520,557.60
Net Income	1,911,984.32	5,663.00	1,906,321.32

Montara Water & Sanitary District
Funds Balance Sheet
As of June 30, 2022

7/27/22

Accrual Basis

	Sewer	Water	TOTAL
ASSETS			
Current Assets			
Checking/Savings			
Sewer - Bank Accounts			
Wells Fargo Operating - Sewer	4,198,600.33	0.00	4,198,600.33
CAMP Investment Fund	751,105.15	0.00	751,105.15
LAIF Investment Fund			
Capital Reserve	4,018,211.22	0.00	4,018,211.22
Connection Fees Reserve	194,600.00	0.00	194,600.00
Operating Reserve	406,882.00	0.00	406,882.00
Total LAIF Investment Fund	4,619,693.22	0.00	4,619,693.22
Total Sewer - Bank Accounts	9,569,398.70	0.00	9,569,398.70
Water - Bank Accounts			
Wells Fargo Operating - Water	0.00	1,069,848.59	1,069,848.59
Capital Reserve	0.00	398,249.00	398,249.00
Operating Reserve	0.00	46,009.00	46,009.00
SRF Reserve	0.00	48,222.00	48,222.00
Restricted Cash			
2020 GO Bonds Fund - Chase	0.00	1,023,522.51	1,023,522.51
Connection Fees Reserve	0.00	253,020.00	253,020.00
Total Restricted Cash	0.00	1,276,542.51	1,276,542.51
Total Water - Bank Accounts	0.00	2,838,871.10	2,838,871.10
Total Checking/Savings	9,569,398.70	2,838,871.10	12,408,269.80
Accounts Receivable			
Sewer - Accounts Receivable			
Accounts Receivable	-3,666.76	0.00	-3,666.76
Sewer - Accounts Receivable - Other	-10,061.79	0.00	-10,061.79
Total Sewer - Accounts Receivable	-13,728.55	0.00	-13,728.55
Water - Accounts Receivable			
Accounts Rec. - Backflow	0.00	22,073.11	22,073.11
Accounts Rec. - Water Residents	0.00	149,372.07	149,372.07
Unbilled Water Receivables	0.00	249,060.61	249,060.61
Total Water - Accounts Receivable	0.00	420,505.79	420,505.79
Total Accounts Receivable	-13,728.55	420,505.79	406,777.24
Other Current Assets			
Maint/Parts Inventory	0.00	42,656.32	42,656.32
Total Other Current Assets	0.00	42,656.32	42,656.32
Total Current Assets	9,555,670.15	3,302,033.21	12,857,703.36
Fixed Assets			
Sewer - Fixed Assets			
General Plant	6,981,264.99	0.00	6,981,264.99
Land	5,000.00	0.00	5,000.00
Other Capital Improv.			
Sewer-Original Cost	685,599.18	0.00	685,599.18
Other Cap. Improv.	2,564,810.39	0.00	2,564,810.39
Total Other Capital Improv.	3,250,409.57	0.00	3,250,409.57
Seal Cove Collection System	995,505.00	0.00	995,505.00
Sewage Collection Facility			
Collection Facility - Org. Cost	1,349,064.00	0.00	1,349,064.00
Collection Facility - Other	3,991,243.33	0.00	3,991,243.33
Total Sewage Collection Facility	5,340,307.33	0.00	5,340,307.33
Treatment Facility	244,539.84	0.00	244,539.84
Accumulated Depreciation	-9,831,527.00	0.00	-9,831,527.00
Total Sewer - Fixed Assets	6,985,499.73	0.00	6,985,499.73

Montara Water & Sanitary District
Funds Balance Sheet
As of June 30, 2022

7/27/22

Accrual Basis

Water - Fixed Assets			
General Plant	0.00	28,621,510.27	28,621,510.27
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	-13,818,078.00	-13,818,078.00
Total Water - Fixed Assets	<u>0.00</u>	<u>16,945,089.05</u>	<u>16,945,089.05</u>
Total Fixed Assets	6,985,499.73	16,945,089.05	23,930,588.78
Other Assets			
Sewer - Other Assets			
Def'd Amts Related to Pensions	84,583.00	0.00	84,583.00
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	2,772,130.08	0.00	2,772,130.08
Water - Other Assets			
Def'd Amts Related to Pensions	0.00	188,265.00	188,265.00
Due from Sewer	0.00	1,015,460.68	1,015,460.68
Total Water - Other Assets	<u>0.00</u>	<u>1,203,725.68</u>	<u>1,203,725.68</u>
Total Other Assets	<u>2,772,130.08</u>	<u>1,203,725.68</u>	<u>3,975,855.76</u>
TOTAL ASSETS	<u>19,313,299.96</u>	<u>21,450,847.94</u>	<u>40,764,147.90</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable - Sewer	159,791.72	0.00	159,791.72
Accounts Payable - Water	0.00	102,365.68	102,365.68
Total Accounts Payable	<u>159,791.72</u>	<u>102,365.68</u>	<u>262,157.40</u>
Other Current Liabilities			
Water - Net Pension Liability	0.00	-40,021.00	-40,021.00
Sewer - Net Pension Liability	-17,981.00	0.00	-17,981.00
Sewer - Current Liabilities			
Accrued Vacations	9,338.91	0.00	9,338.91
Deposits Payable	39,231.93	0.00	39,231.93
Interest Payable	656.12	0.00	656.12
Total Sewer - Current Liabilities	<u>49,226.96</u>	<u>0.00</u>	<u>49,226.96</u>
Water - Current Liabilities			
Accrued Vacations	0.00	19,013.16	19,013.16
Construction Deposits Payable	0.00	-232.34	-232.34
Deposits Payable	0.00	-4,492.72	-4,492.72
GO Bonds - S/T	0.00	454,157.20	454,157.20
PFP Water Deposits	0.00	4,302.50	4,302.50
SRF Loan Payable X109 - Current	0.00	88,728.96	88,728.96
Temporary Construction Meter	0.00	32,345.03	32,345.03
Total Water - Current Liabilities	<u>0.00</u>	<u>593,821.79</u>	<u>593,821.79</u>
Payroll Liabilities			
Employee Benefits Payable	15,517.62	0.00	15,517.62
Total Payroll Liabilities	<u>15,517.62</u>	<u>0.00</u>	<u>15,517.62</u>
Total Other Current Liabilities	<u>46,763.58</u>	<u>553,800.79</u>	<u>600,564.37</u>
Total Current Liabilities	<u>206,555.30</u>	<u>656,166.47</u>	<u>862,721.77</u>
Long Term Liabilities			
Sewer - Long Term Liabilities			
Due to Water Fund	1,015,460.68	0.00	1,015,460.68
Accrued Vacations	25,210.09	0.00	25,210.09
I-Bank Loan	662,792.83	0.00	662,792.83
PNC Equip. Loan - L/T	353,643.77	0.00	353,643.77
Total Sewer - Long Term Liabilities	<u>2,057,107.37</u>	<u>0.00</u>	<u>2,057,107.37</u>

Montara Water & Sanitary District
Funds Balance Sheet
As of June 30, 2022

7/27/22

Accrual Basis

Water - Long Term Liabilities			
2020 GO Bonds	0.00	5,690,913.91	5,690,913.91
Accrued Vacations	0.00	35,865.94	35,865.94
PNC Equip. Loan - L/T	0.00	353,643.83	353,643.83
SRF Loan Payable - X109	0.00	2,698,677.87	2,698,677.87
	<hr/>		<hr/>
Total Water - Long Term Liabilities	0.00	8,779,101.55	8,779,101.55
Deferred Inflows (Pensions)			
Sewer	11,473.00	0.00	11,473.00
Water	0.00	25,537.00	25,537.00
	<hr/>		<hr/>
Total Deferred Inflows (Pensions)	11,473.00	25,537.00	37,010.00
Total Long Term Liabilities	<hr/>	<hr/>	<hr/>
	2,068,580.37	8,804,638.55	10,873,218.92
Total Liabilities	<hr/>	<hr/>	<hr/>
	2,275,135.67	9,460,805.02	11,735,940.69
Equity			
Sewer - Equity Accounts			
Capital Assets Net	3,408,252.20	0.00	3,408,252.20
Fund Balance - Unrestricted	8,646,292.87	0.00	8,646,292.87
Retained Earnings	847,601.43	0.00	847,601.43
	<hr/>		<hr/>
Total Sewer - Equity Accounts	12,902,146.50	0.00	12,902,146.50
Water - Equity Accounts			
Capital Assets Net	0.00	2,868,858.70	2,868,858.70
Restricted Debt Service	0.00	1,384,997.90	1,384,997.90
Unrestricted	0.00	-1,562,801.59	-1,562,801.59
Retained Earnings	0.00	-847,601.43	-847,601.43
	<hr/>		<hr/>
Total Water - Equity Accounts	0.00	1,843,453.58	1,843,453.58
Equity Adjustment Account	3,606,436.78	8,234,605.02	11,841,041.80
Net Income	529,581.01	1,911,984.32	2,441,565.33
	<hr/>		<hr/>
Total Equity	17,038,164.29	11,990,042.92	29,028,207.21
TOTAL LIABILITIES & EQUITY	<hr/> 19,313,299.96 <hr/>	<hr/> 21,450,847.94 <hr/>	<hr/> 40,764,147.90 <hr/>

Montara Water Sanitary District
 Restricted and Non Restricted Cash Assets
 July 2021 through June 2022

Year to Date Cash Information	July	August	September	October	November	December	January	February	March	April	May	June	Target Reserves	\$ Over (Under) Targets	% Over/(Under) Targets
Sewer - Operations															
Wells Fargo Operating - Sewer	3,536,057.78	3,089,496.88	2,830,027.26	2,862,974.00	1,651,598.61	4,319,574.12	2,893,909.79	3,020,643.68	2,651,861.16	4,009,320.78	3,526,151.78	4,198,600.33			
Sewer Reserve Accounts															
LAIF															
Capital Reserve	4,012,743.50	4,012,743.50	4,012,743.50	4,015,553.22	4,015,553.22	4,015,553.22	4,015,553.22	4,018,211.22	4,018,211.22	4,018,211.22	4,018,211.22	4,018,211.22	3,015,825.00	1,002,386.22	133%
Connection Fee	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	150,000.00	44,600.00	130%
Operating Reserve	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	486,261.00	(79,379.00)	84%
Subtotal	4,614,225.50	4,614,225.50	4,614,225.50	4,617,035.22	4,617,035.22	4,617,035.22	4,617,035.22	4,619,693.22	4,619,693.22	4,619,693.22	4,619,693.22	4,619,693.22			
Water Operations															
Wells Fargo Operating - Water	904,988.43	920,081.06	935,565.86	951,916.00	967,019.35	984,569.84	997,622.65	1,012,992.09	1,025,865.27	1,040,217.38	1,053,747.46	1,069,848.59	329,816.00	696,049.27	311%
Water - Reserve Accounts															
Wells Fargo Bank:															
Capital Reserve	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	1,984,750.00	(1,586,501.00)	20%
Connection Fee	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	150,000.00	103,020.00	169%
SRF Reserve	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	-	100%
Operating Reserve	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00			
Subtotal	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00			
CAMP - Reserve Funds	-	-	-	-	750,000.00	750,000.00	750,000.00	750,000.00	750,000.00	750,000.00	751,105.15	751,105.15			
Water - Restricted Accounts															
JP Morgan Chase - Water	1,117,227.94	625,455.15	625,455.15	632,946.29	649,934.84	649,934.84	1,125,842.74	713,648.25	713,648.25	713,648.25	1,023,522.51	1,023,522.51			
2020 GO Bond Fund															
First Republic Bank - Water															
GO Bond Fund	3,883.92	3,853.92	3,823.92												
Sub-Total	1,121,111.86	629,309.07	629,279.07	632,946.29	649,934.84	649,934.84	1,125,842.74	713,648.25	713,648.25	713,648.25	1,023,522.51	1,023,522.51			
Total Cash and Equivalents	10,921,883.57	9,998,612.51	9,754,597.69	9,810,371.51	9,381,088.02	12,066,614.02	11,129,910.40	10,862,477.24	10,506,567.90	11,878,379.63	11,719,720.12	12,408,269.80			

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2021 through June 2022

													TOTAL			
	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense																
Income																
4220 · Cell Tower Lease	6,654.28	6,654.28	6,654.28	6,654.28	6,654.28	6,654.28	6,654.28	6,654.28	6,654.28	6,752.82	6,752.82	6,921.18	80,315.34	77,220.00	3,095.34	104.01%
4400 · Fees																
4410 · Administrative Fee (New Constr)		1,138.00		569.00	569.00	569.00	1,707.00	1,138.00	569.00	569.00		569.00	7,397.00	3,600.00	3,797.00	205.47%
4420 · Administrative Fee (Remodel)										569.00			569.00	1,000.00	-431.00	56.9%
4430 · Inspection Fee (New Constr)		1,076.00		538.00	538.00	538.00	1,614.00	1,076.00	538.00	538.00		538.00	6,994.00	3,500.00	3,494.00	199.83%
4440 · Inspection Fee (Remodel)														1,000.00	-1,000.00	
4450 · Mainline Extension Fees				6,000.00									6,000.00			
4460 · Remodel Fees	1,891.00	694.00	1,860.50	798.00	923.00	569.00	768.00	694.00	6,433.48	-1,073.00	3,606.00	83,514.00	100,677.98	4,000.00	96,677.98	2,516.95%
Total 4400 · Fees	1,891.00	2,908.00	1,860.50	7,905.00	2,030.00	1,676.00	4,089.00	2,908.00	7,540.48	603.00	3,606.00	84,621.00	121,637.98	13,100.00	108,537.98	928.53%
4610 · Property Tax Receipts		107,350.01	1,214.48	220.94	26,124.08	134,154.83	90,072.52	25,629.07	837.07	94,831.63	1,616.16	29,179.34	511,230.13	277,750.00	233,480.13	184.06%
4710 · Sewer Service Charges					876.40	1,762,383.05		265,182.32	1,516.85	1,494,690.35		360,601.05	3,885,250.02	3,484,472.00	400,778.02	111.5%
4720 · Sewer Service Refunds, Customer	-5,785.92				-2,380.00								-8,165.92	-5,000.00	-3,165.92	163.32%
4760 · Waste Collection Revenues	1,053.19	3,584.83	912.03	3,348.70	829.64	3,123.99	867.77	3,690.43	981.67	3,438.77	983.24	3,240.41	26,054.67	25,000.00	1,054.67	104.22%
4990 · Other Revenue		136.00		71.52								412.50	2,901.92			
Total Income	3,812.55	120,633.12	10,641.29	18,200.44	34,134.40	1,907,992.15	101,683.57	304,064.10	17,530.35	1,602,598.47	12,958.22	484,975.48	4,619,224.14	3,872,542.00	746,682.14	119.28%
Gross Profit	3,812.55	120,633.12	10,641.29	18,200.44	34,134.40	1,907,992.15	101,683.57	304,064.10	17,530.35	1,602,598.47	12,958.22	484,975.48	4,619,224.14	3,872,542.00	746,682.14	119.28%
Expense																
5000 · Administrative																
5190 · Bank Fees	2,411.73	287.61	304.10	284.34	312.44	329.22	308.01	275.15	560.71	733.01	690.75	530.48	7,027.55	7,000.00	27.55	100.39%
5200 · Board of Directors																
5210 · Board Meetings		300.00	450.00		1,006.30	600.00	300.00	450.00	300.00			150.00	3,556.30	3,000.00	556.30	118.54%
5220 · Director Fees		987.50	562.50		375.00	375.00	75.00	525.00	375.00	562.50	450.00	225.00	4,512.50	7,500.00	-2,987.50	60.17%
5230 · Election Expenses														75,000.00	-75,000.00	
Total 5200 · Board of Directors		1,287.50	1,012.50		1,381.30	975.00	375.00	975.00	675.00	562.50	450.00	375.00	8,068.80	85,500.00	-77,431.20	9.44%
5250 · Conference Attendance			722.17		712.08								483.80	2,500.00	-581.95	76.72%
5270 · Information Systems		332.50	62.50		1,823.00	453.12	225.00	365.62	162.50	387.50		287.50	4,099.24	4,000.00	99.24	102.48%
5300 · Insurance																
5310 · Fidelity Bond														500.00	-500.00	
5320 · Property & Liability Insurance	1,176.00				6,881.29								8,057.29	5,000.00	3,057.29	161.15%
Total 5300 · Insurance	1,176.00				6,881.29								8,057.29	5,500.00	2,557.29	146.5%
5350 · LAFCO Assessment												2,708.00	2,708.00	2,500.00	208.00	108.32%
5400 · Legal																
5430 · General Legal		5,378.00	7,772.45		13,842.05	9,707.76	4,742.00	4,429.50	4,677.00	13,096.72	18,687.40	12,637.50	94,970.38	200,000.00	-105,029.62	47.49%
5440 · Litigation		27,870.23	9,552.11		42,779.96	16,446.80	21,109.80	23,086.46	13,510.53	21,602.35			175,958.24			
Total 5400 · Legal		33,248.23	17,324.56		56,622.01	26,154.56	25,851.80	27,515.96	18,187.53	34,699.07	18,687.40	12,637.50	270,928.62	200,000.00	70,928.62	135.46%
5510 · Maintenance, Office		260.00	310.00	200.00	260.00	250.00	260.00	260.00	260.00	741.82	200.00	250.00	3,251.82	8,000.00	-4,748.18	40.65%
5520 · Meetings, Local												37.50	37.50			
5530 · Memberships					3,807.50						600.00		4,407.50			
5540 · Office Supplies		363.41	34.38		3,992.49	171.14	615.53	221.59	40.32	133.52	438.74	177.33	6,188.45	6,500.00	-311.55	95.21%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2021 through June 2022

													TOTAL			
	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
5550 · Postage		70.00										42.00	112.00	400.00	-288.00	28.0%
5560 · Printing & Publishing	46.90	370.44	43.99		41.89	57.63	-154.97	48.69	33.13	103.37	303.19	48.97	943.23	1,500.00	-556.77	62.88%
5600 · Professional Services																
5610 · Accounting		1,900.00	5,100.00		5,300.00	2,200.00	3,750.00	4,812.50	2,250.00		6,462.50	3,642.50	35,417.50	39,000.00	-3,582.50	90.81%
5620 · Audit					13,660.50								13,660.50	13,500.00	160.50	101.19%
5630 · Consulting	5,148.83	409.78	3,060.20		9,758.74	779.57	9,475.16	5,465.29	558.94	3,919.86	8,430.36	2,905.18	49,911.91	50,000.00	-88.09	99.82%
5640 · Data Services	899.50	8,383.50											9,283.00	6,500.00	2,783.00	142.82%
5650 · Labor & HR Support	213.50	213.50	427.00		213.50	213.50	213.50	213.50	213.50	213.50	427.00		2,562.00	2,500.00	62.00	102.48%
5660 · Payroll Services	73.48	75.33	77.18	78.47	79.76	79.76	140.99	77.18	78.47	79.76	79.76	79.76	999.90	1,000.00	-0.10	99.99%
Total 5600 · Professional Services	6,335.31	10,982.11	8,664.38	78.47	29,012.50	3,272.83	13,579.65	10,568.47	3,100.91	4,213.12	15,399.62	6,627.44	111,834.81	112,500.00	-665.19	99.41%
5710 · San Mateo Co. Tax Roll Charges					119.00								119.00	200.00	-81.00	59.5%
5720 · Telephone & Internet	3,033.81	3,391.66	3,446.05		6,481.13	2,423.88	3,085.41	201.57	6,248.82	3,399.40	3,307.03	3,298.77	38,317.53	20,000.00	18,317.53	191.59%
5730 · Mileage Reimbursement		70.20							125.10				58.50	200.00	53.80	126.9%
5740 · Reference Materials																
5790 · Other Administrative										93.94			93.94			
5800 · Labor																
5810 · CalPERS 457 Deferred Plan	1,511.73	1,515.71	1,490.85	1,450.84	1,488.40	1,263.62	1,534.70	1,405.93	5,421.65	1,484.24	1,583.03	1,538.55	21,689.25	18,364.00	3,325.25	118.11%
5820 · Employee Benefits	3,545.56	3,545.56	7,091.12		3,545.56	3,454.35	3,454.35	5,391.45	4,100.05	4,100.05	4,100.05	4,100.05	46,428.15	43,823.00	2,605.15	105.95%
5830 · Disability Insurance	147.42	147.42	147.42		294.84	147.42	147.42	147.42	147.42	147.42	147.42	147.42	1,769.04	1,941.00	-171.96	91.14%
5840 · Payroll Taxes	1,084.62	1,088.97	1,061.98	1,018.25	1,059.31	839.82	1,678.80	1,538.03	3,221.83	1,624.55	1,732.53	1,502.36	17,451.05	20,069.00	-2,617.95	86.96%
5850 · PARS	1,460.40	1,470.93	1,470.94	1,433.32	1,470.95	1,508.56	1,433.33	1,395.70	2,392.62	1,460.63	1,498.23	1,500.92	18,496.53	17,936.00	560.53	103.13%
5900 · Wages																
5910 · Management	9,178.24	9,178.24	9,190.74	9,190.74	9,190.74	9,265.74	9,178.24	9,178.24	29,289.98	9,580.28	9,580.28	9,606.01	131,607.47	118,537.00	13,070.47	111.03%
5920 · Staff	11,674.71	11,900.44	11,825.20	11,288.59	11,825.19	12,586.79	11,288.59	10,751.99	12,361.80	11,288.60	11,825.20	11,825.20	140,442.30	140,658.00	-215.70	99.85%
5930 · Staff Certification	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	2,100.00	1,800.00	300.00	116.67%
5940 · Staff Overtime	588.74	419.81	139.94	104.95	104.95	209.91	1,303.19		288.62	192.42	1,067.04	393.58	4,813.15	340.00	4,473.15	1,415.63%
Total 5900 · Wages	21,616.69	21,673.49	21,330.88	20,759.28	21,295.88	22,237.44	21,945.02	20,105.23	42,115.40	21,236.30	22,647.52	21,999.79	278,962.92	261,335.00	17,627.92	106.75%
5960 · Worker's Comp Insurance				612.19			608.62			740.54			1,961.35	2,355.00	-393.65	83.29%
Total 5800 · Labor	29,366.42	29,442.08	32,593.19	25,273.88	29,154.94	29,451.21	30,802.24	29,983.76	57,398.97	30,793.73	31,708.78	30,789.09	386,758.29	365,823.00	20,935.29	105.72%
Total 5000 · Administrative	42,370.17	80,105.74	64,517.82	25,836.69	140,601.57	63,538.59	74,947.67	70,415.81	86,792.99	75,860.98	72,269.31	57,868.08	855,125.42	822,123.00	33,002.42	104.01%
6000 · Operations																
6170 · Claims, Property Damage										3,076.40			3,076.40	20,000.00	-16,923.60	15.38%
6195 · Education & Training								93.00					93.00	1,000.00	-907.00	9.3%
6200 · Engineering																
6220 · General Engineering	570.00	347.50	3,325.00	1,140.00	1,900.00	5,700.00	10,534.00	9,817.70	6,235.00	6,483.50	6,929.50	3,084.50	56,066.70	30,000.00	26,066.70	186.89%
Total 6200 · Engineering	570.00	347.50	3,325.00	1,140.00	1,900.00	5,700.00	10,534.00	9,817.70	6,235.00	6,483.50	6,929.50	3,084.50	56,066.70	30,000.00	26,066.70	186.89%
6320 · Equipment & Tools, Expensed																
6330 · Facilities																
6335 · Alarm Services	127.02	391.80	502.05		910.62	502.05	518.82	391.80	502.05	518.82	518.82	548.36	5,432.21	5,000.00	432.21	108.64%
6337 · Landscaping						2,425.00	2,975.00						5,400.00	6,000.00	-600.00	90.0%
Total 6330 · Facilities	127.02	391.80	502.05		910.62	2,927.05	3,493.82	391.80	502.05	518.82	518.82	548.36	10,832.21	11,000.00	-167.79	98.48%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2021 through June 2022

	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	TOTAL			
													Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
6400 · Pumping																
6410 · Pumping Fuel & Electricity	3,107.16		5,555.74		4,780.87	3,145.83	3,953.86	13,779.38	2,419.17	2,174.57	2,574.43	2,952.21	44,443.22	45,000.00	-556.78	98.76%
6420 · Pumping Maintenance, Generators					903.00						38,926.73	4,879.49	44,709.22			
6430 · Pumping Maintenance, General											4,479.63	4,479.63	8,959.26			
Total 6400 · Pumping	3,107.16		5,555.74		5,683.87	3,145.83	3,953.86	13,779.38	2,419.17	2,174.57	45,980.79	12,311.33	98,111.70	45,000.00	53,111.70	218.03%
6600 · Collection/Transmission																
6660 · Maintenance, Collection System														10,000.00	-10,000.00	
Total 6600 · Collection/Transmission														10,000.00	-10,000.00	
6770 · Uniforms														200.00	-200.00	
6800 · Vehicles																
6810 · Fuel				283.08	157.42							856.99	1,297.49	1,000.00	297.49	129.75%
6820 · Truck Equipment, Expensed												209.28	209.28	160.00	49.28	130.8%
6830 · Truck Repairs				52.07	2.37							288.39	342.83	1,000.00	-657.17	34.28%
Total 6800 · Vehicles				335.15	159.79							1,354.66	1,849.60	2,160.00	-310.40	85.63%
6900 · Sewer Authority Midcoastside																
6910 · SAM Collections		27,664.41	27,664.41	27,664.41	27,664.41	27,664.41	27,664.41	27,664.41	27,664.41	27,664.41	27,664.41	27,664.41	304,308.51	331,973.00	-27,664.49	91.67%
6920 · SAM Operations	127,717.35	127,717.35	127,717.35	127,717.35	127,717.35	127,717.35	127,717.35	127,717.35	135,401.40	141,349.04	130,230.42	127,717.35	1,556,437.01	1,532,608.00	23,829.01	101.56%
6940 · SAM Maintenance, Collection Sys				4,172.90						15,635.83	4,479.63	275.00	24,563.36	40,000.00	-15,436.64	61.41%
6950 · SAM Maintenance, Pumping		5,451.01			3,503.76		26,893.48	34,631.43	4,879.49		3,730.45	11,268.11	90,357.73	70,000.00	20,357.73	129.08%
Total 6900 · Sewer Authority Midcoastside	127,717.35	160,832.77	155,381.76	159,554.66	158,885.52	155,381.76	182,275.24	190,013.19	167,945.30	184,649.28	166,104.91	166,924.87	1,975,666.61	1,974,581.00	1,085.61	100.06%
Total 6000 · Operations	131,521.53	161,572.07	164,764.55	161,029.81	167,539.80	167,154.64	200,256.92	214,095.07	177,101.52	196,902.57	219,534.02	184,223.72	2,145,696.22	2,093,941.00	51,755.22	102.47%
Total Expense	173,891.70	241,677.81	229,282.37	186,866.50	308,141.37	230,693.23	275,204.59	284,510.88	263,894.51	272,763.55	291,803.33	242,091.80	3,000,821.64	2,916,064.00	84,757.64	102.91%
Net Ordinary Income	-170,079.15	-121,044.69	-218,641.08	-168,666.06	-274,006.97	1,677,298.92	-173,521.02	19,553.22	-246,364.16	1,329,834.92	-278,845.11	242,883.68	1,618,402.50	956,478.00	661,924.50	169.2%
Other Income/Expense																
Other Income																
7000 · Capital Account Revenues																
7160 · PFP Pass Thru												10,860.00	10,860.00			
7100 · Connection Fees																
7110 · Connection Fees (New Constr)								30,153.00	2,154.00		33,384.00	199,224.00	264,915.00	100,000.00	164,915.00	264.92%
7120 · Connection Fees (Remodel)		12,924.00	5,608.00	30,694.50		-8,584.50		-527.50		538.00		9,812.00	50,464.50	50,000.00	464.50	100.93%
7100 · Connection Fees - Other									2,009.00				2,009.00			
Total 7100 · Connection Fees		12,924.00	5,608.00	30,694.50		-8,584.50		29,625.50	4,163.00	538.00	33,384.00	209,036.00	317,388.50	150,000.00	167,388.50	211.59%
7200 · Interest Income - LAIF	3,764.31			2,809.72			2,658.00						9,232.03	40,000.00	-30,767.97	23.08%
Total 7000 · Capital Account Revenues	3,764.31	12,924.00	5,608.00	33,504.22		-8,584.50	2,658.00	29,625.50	4,163.00	538.00	33,384.00	219,896.00	337,480.53	190,000.00	147,480.53	177.62%
Total Other Income	3,764.31	12,924.00	5,608.00	33,504.22		-8,584.50	2,658.00	29,625.50	4,163.00	538.00	33,384.00	219,896.00	337,480.53	190,000.00	147,480.53	177.62%
Other Expense																
8000 · Capital Improvement Program																
8075 · Sewer	7,656.50	370,216.14	14,254.14	16,798.87	1,073.25	12,828.75	836,462.83	2,745.50	15,418.75	7,665.49	113,292.71	4,343.50	1,402,756.43	1,906,335.00	-503,578.57	73.58%
Total 8000 · Capital Improvement Program	7,656.50	370,216.14	14,254.14	16,798.87	1,073.25	12,828.75	836,462.83	2,745.50	15,418.75	7,665.49	113,292.71	4,343.50	1,402,756.43	1,906,335.00	-503,578.57	73.58%
9000 · Capital Account Expenses																
9125 · PNC Equipment Lease Interest	1,174.89	1,024.43	1,010.52	996.57	982.56	968.57	954.51	940.42	926.30	912.15	897.95	883.76	11,672.63	11,535.00	137.63	101.19%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2021 through June 2022

	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	TOTAL			
	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget												
9200 · I-Bank Loan	1,765.38					10,107.58							11,872.96	20,700.00	-8,827.04	57.36%
Total 9000 · Capital Account Expenses	2,940.27	1,024.43	1,010.52	996.57	982.56	11,076.15	954.51	940.42	926.30	912.15	897.95	883.76	23,545.59	32,235.00	-8,689.41	73.04%
Total Other Expense	10,596.77	371,240.57	15,264.66	17,795.44	2,055.81	23,904.90	837,417.34	3,685.92	16,345.05	8,577.64	114,190.66	5,227.26	1,426,302.02	1,938,570.00	-512,267.98	73.58%
Net Other Income	-6,832.46	-358,316.57	-9,656.66	15,708.78	-2,055.81	-32,489.40	-834,759.34	25,939.58	-12,182.05	-8,039.64	-80,806.66	214,668.74	-1,088,821.49	-1,748,570.00	659,748.51	62.27%
Net Income	-176,911.61	-479,361.26	-228,297.74	-152,957.28	-276,062.78	1,644,809.52	-1,008,280.36	45,492.80	-258,546.21	1,321,795.28	-359,651.77	457,552.42	529,581.01	-792,092.00	1,321,673.01	-66.86%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2021 through June 2022

												TOTAL				
	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense																
Income																
4220 · Cell Tower Lease																
4400 · Fees																
4410 · Administrative Fee (New Constr)		1,138.00		569.00	569.00	569.00	2,276.00	1,138.00	1,138.00	569.00		569.00	8,535.00	5,000.00	3,535.00	170.7%
4420 · Administrative Fee (Remodel)				569.00									569.00			
4430 · Inspection Fee (New Constr)		1,421.00		538.00	538.00	538.00	2,152.00	1,076.00	1,076.00	538.00		538.00	8,415.00	4,000.00	4,415.00	210.38%
4440 · Inspection Fee (Remodel)				538.00									538.00	1,000.00	-462.00	53.8%
4450 · Mainline Extension Fees					80,069.00			2,813.40					82,882.40	3,000.00	79,882.40	2,762.75%
4460 · Remodel Fees																
4470 · Other Fees									186.20				186.20			
Total 4400 · Fees		2,559.00		2,214.00	81,176.00	1,107.00	4,428.00	5,027.40	2,400.20	1,107.00		1,107.00	101,125.60	13,000.00	88,125.60	777.89%
4610 · Property Tax Receipts		107,350.00	1,214.47	220.94	26,124.08	134,154.81	90,072.52	25,629.06	837.06	94,831.62	1,616.15	29,179.33	511,230.04	277,750.00	233,480.04	184.06%
4740 · Testing, Backflow	3,000.00		3,730.00	2,625.00	4,125.00	3,000.00	3,000.00		2,000.00	1,000.00	1,750.00	1,500.00	25,730.00	18,000.00	7,730.00	142.94%
4810 · Water Sales, Domestic	352,485.37	-28,745.51	134,256.33	140,891.11	140,783.23	159,358.41	150,411.41	132,658.12	154,188.33	139,275.71	160,997.09	127,729.74	1,764,289.34	1,900,000.00	-135,710.66	92.86%
4850 · Water Sales Refunds, Customer	-105.92	-1,066.00			-263.31	-98.36	-179.45		-1,341.59		-155.78		-3,210.41	-3,000.00	-210.41	107.01%
4990 · Other Revenue		136.00		71.51	558.64				186.20	2,347.51	70.00	170.74	3,540.60			
Total Income	355,379.45	80,233.49	139,200.80	146,022.56	252,503.64	297,521.86	247,732.48	163,314.58	158,270.20	238,561.84	164,277.46	159,686.81	2,402,705.17	2,205,750.00	196,955.17	108.93%
Gross Profit	355,379.45	80,233.49	139,200.80	146,022.56	252,503.64	297,521.86	247,732.48	163,314.58	158,270.20	238,561.84	164,277.46	159,686.81	2,402,705.17	2,205,750.00	196,955.17	108.93%
Expense																
5000 · Administrative																
5190 · Bank Fees	357.99	317.60	334.11	323.96	375.98	329.23	295.70	275.15	-74.40	11.43	44.89		2,591.64	1,500.00	1,091.64	172.78%
5200 · Board of Directors																
5210 · Board Meetings		300.00	450.00		1,006.30	600.00	300.00	450.00	300.00			150.00	3,556.30	3,000.00	556.30	118.54%
5220 · Director Fees		987.50	562.50		375.00	375.00	75.00	525.00	375.00	562.50	450.00	225.00	4,512.50	7,500.00	-2,987.50	60.17%
5230 · Election Expenses														75,000.00	-75,000.00	
Total 5200 · Board of Directors		1,287.50	1,012.50		1,381.30	975.00	375.00	975.00	675.00	562.50	450.00	375.00	8,068.80	85,500.00	-77,431.20	9.44%
5240 · CDPH Fees						3,326.00	12,380.51						15,706.51	13,000.00	2,706.51	120.82%
5250 · Conference Attendance			722.16		712.08						483.80		1,918.04	3,000.00	-1,081.96	63.94%
5270 · Information Systems		332.50	62.50		1,823.00	453.13	225.00	365.63	162.50	387.50		10,177.50	13,989.26	5,000.00	8,989.26	279.79%
5300 · Insurance																
5310 · Fidelity Bond														500.00	-500.00	
5320 · Property & Liability Insurance					6,881.29							1,106.00	7,987.29	5,000.00	2,987.29	159.75%
Total 5300 · Insurance					6,881.29							1,106.00	7,987.29	5,500.00	2,487.29	145.22%
5350 · LAFCO Assessment												2,755.00	2,755.00	3,000.00	-245.00	91.83%
5400 · Legal																
5430 · General Legal		5,498.00	9,752.45		13,914.05	10,157.75	5,279.00	5,926.50	4,839.00	13,621.72			68,988.47	140,000.00	-71,011.53	49.28%
5440 · Litigation		210.00			600.00								810.00			
Total 5400 · Legal		5,708.00	9,752.45		14,514.05	10,157.75	5,279.00	5,926.50	4,839.00	13,621.72			69,798.47	140,000.00	-70,201.53	49.86%
5510 · Maintenance, Office		658.13	310.00	200.00	436.25	250.00	260.00	260.00	260.00	310.00		200.00	250.00	8,000.00	-4,605.62	42.43%
5520 · Meetings, Local												37.50	37.50			

Montara Water & Sanitary District Revenue & Expenditures Budget vs. Actual - Water July 2021 through June 2022

													TOTAL			
	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
5530 · Memberships					18,987.50	857.00						473.00	20,317.50	27,000.00	-6,682.50	75.25%
5540 · Office Supplies		363.43	34.38		3,992.48	171.14	615.53	221.58	138.69	133.53	-57.30	6,619.55	12,233.01	6,500.00	5,733.01	188.2%
5550 · Postage	1,299.86	1,117.06	811.17		2,329.16	1,402.56	1,107.21	1,401.63	856.45	1,319.57	1,375.72	42.00	13,062.39	9,000.00	4,062.39	145.14%
5560 · Printing & Publishing	46.90	370.43	43.98		586.39	57.62	-154.97	48.69	33.12	103.36	303.19	48.96	1,487.67	5,000.00	-3,512.33	29.75%
5600 · Professional Services																
5610 · Accounting		1,900.00	5,100.00		5,300.00	2,200.00	3,750.00	4,812.50	2,250.00		6,462.50	3,642.50	35,417.50	39,000.00	-3,582.50	90.81%
5620 · Audit					13,660.50								13,660.50	13,500.00	160.50	101.19%
5630 · Consulting	5,148.82	409.77	3,060.18	1,855.00	9,758.72	779.56	9,475.15	5,465.29	558.94	3,919.85	8,430.35	2,905.17	51,766.80	55,000.00	-3,233.20	94.12%
5640 · Data Services	899.50								9,500.00				10,399.50	6,500.00	3,899.50	159.99%
5650 · Labor & HR Support	213.50	213.50	427.00		213.50	213.50	213.50	213.50	213.50	213.50	427.00		2,562.00	2,000.00	562.00	128.1%
5660 · Payroll Services	73.50	75.34	77.18	78.47	79.76	79.76	140.98	77.18	78.47	79.76	79.76	79.76	999.92	1,000.00	-0.08	99.99%
Total 5600 · Professional Services	6,335.32	2,598.61	8,664.36	1,933.47	29,012.48	3,272.82	13,579.63	10,568.47	12,600.91	4,213.11	15,399.61	6,627.43	114,806.22	117,000.00	-2,193.78	98.13%
5710 · San Mateo Co. Tax Roll Charges					119.00								119.00		119.00	100.0%
5720 · Telephone & Internet	3,545.86	3,938.36	3,992.57		7,628.80	3,271.16	3,658.43	689.24	6,909.49	3,973.25	4,355.27	3,358.77	45,321.20	25,000.00	20,321.20	181.29%
5730 · Mileage Reimbursement		70.20				25.50	26.50	29.00	150.10		16.84	58.50	376.64	1,500.00	-1,123.36	25.11%
5740 · Reference Materials													800.00		-800.00	
5790 · Other Administrative									65.61	530.94			596.55		596.55	100.0%
5800 · Labor																
5810 · CalPERS 457 Deferred Plan	3,542.96	3,494.22	3,384.57	3,740.40	3,903.73	3,767.17	3,690.35	3,138.59	7,753.89	3,727.14	4,107.81	3,950.34	48,201.17	44,063.00	4,138.17	109.39%
5820 · Employee Benefits	9,524.49	9,524.49	19,048.98		9,524.49	9,644.19	9,644.19	8,451.13	15,521.10	10,990.24	10,990.24	10,990.24	123,853.78	107,276.00	16,577.78	115.45%
5830 · Disability Insurance	344.08	344.08	344.08		688.16	344.08	344.08	344.08	344.08	344.08	344.08	344.08	4,128.96	4,658.00	-529.04	88.64%
5840 · Payroll Taxes	3,418.03	3,358.81	3,218.25	3,628.03	3,808.15	3,683.50	4,135.40	3,536.25	5,886.72	4,180.68	4,605.67	4,222.12	47,681.61	50,453.00	-2,771.39	94.51%
5850 · PARS	2,980.50	2,991.05	2,991.06	3,287.00	3,445.34	4,043.56	3,106.50	2,793.46	4,350.05	3,297.72	3,486.08	3,488.78	40,261.10	38,383.00	1,878.10	104.89%
5900 · Wages																
5910 · Management	9,178.26	9,178.26	9,190.76	9,190.76	9,190.76	9,265.76	9,178.26	9,178.26	29,290.00	9,580.30	9,580.30	9,606.03	131,607.71	118,537.00	13,070.71	111.03%
5920 · Staff	33,992.11	34,139.82	33,956.29	38,286.29	40,592.99	43,241.59	35,562.82	31,261.71	40,849.10	38,041.53	40,746.76	40,620.43	451,291.44	526,927.00	-75,635.56	85.65%
5930 · Staff Certification	875.00	875.00	875.00	1,075.00	1,075.00	1,075.00	975.00	875.00	1,075.00	1,075.00	1,075.00	1,075.00	12,000.00	11,400.00	600.00	105.26%
5940 · Staff Overtime	5,791.39	4,836.05	3,410.44	4,001.96	4,169.69	3,617.59	6,108.92	2,770.16	3,539.04	3,690.03	6,523.94	4,209.53	52,668.74	57,666.00	-4,997.26	91.33%
5950 · Staff Standby	2,282.01	2,315.56	2,084.82	2,319.90	2,199.80	2,209.35	2,233.22	2,140.07	2,197.13	2,262.22	2,279.11	2,040.78	26,563.97	27,723.00	-1,159.03	95.82%
Total 5900 · Wages	52,118.77	51,344.69	49,517.31	54,873.91	57,228.24	59,409.29	54,058.22	46,225.20	76,950.27	54,649.08	60,205.11	57,551.77	674,131.86	742,253.00	-68,121.14	90.82%
5960 · Worker's Comp Insurance				2,933.84			3,458.37			3,217.36			9,609.57	19,810.00	-10,200.43	48.51%
Total 5800 · Labor	71,928.83	71,057.34	78,504.25	68,463.18	78,598.11	80,891.79	78,437.11	64,488.71	110,806.11	80,406.30	83,738.99	80,547.33	947,868.05	1,006,896.00	-59,027.95	94.14%
Total 5000 · Administrative	83,514.76	87,819.16	104,244.43	70,920.61	167,377.87	105,440.70	116,084.65	85,249.60	137,422.58	105,573.21	106,311.01	112,476.54	1,282,435.12	1,463,196.00	-180,760.88	87.65%
6000 · Operations																
6160 · Backflow Prevention			93.49		597.14				303.68			26.16	1,020.47	1,000.00	20.47	102.05%
6170 · Claims, Property Damage													10,000.00		-10,000.00	
6180 · Communications																
6185 · SCADA Maintenance		309.68	6.50		1,646.12	55.10	39.54	110.16	80.00		662.50		2,909.60	13,000.00	-10,090.40	22.38%
Total 6180 · Communications		309.68	6.50		1,646.12	55.10	39.54	110.16	80.00		662.50		2,909.60	13,000.00	-10,090.40	22.38%
6195 · Education & Training	275.00				100.00		145.00	480.32			2,085.38	342.75	3,428.45	9,000.00	-5,571.55	38.09%
6200 · Engineering																

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2021 through June 2022

													TOTAL			
	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
6220 · General Engineering	500.00	-1,887.50				2,862.50		675.00			2,196.00		4,346.00	20,000.00	-15,654.00	21.73%
6230 · Water Quality Engineering		4,539.38	5,137.50	2,132.50	2,705.63	155.00	4,952.50	5,237.50		20,492.50	39,908.75		85,261.26	100,000.00	-14,738.74	85.26%
Total 6200 · Engineering	500.00	2,651.88	5,137.50	2,132.50	2,705.63	3,017.50	4,952.50	5,912.50		20,492.50	42,104.75		89,607.26	120,000.00	-30,392.74	74.67%
6320 · Equipment & Tools, Expensed	40.40	431.21	907.60		622.50	3,502.38	1,009.38	1,840.28	1,946.14	262.82	95.80	755.74	11,414.25	8,000.00	3,414.25	142.68%
6330 · Facilities																
6335 · Alarm Services	127.02		110.25		127.02	110.25	127.02		110.25	127.02	127.02	121.27	1,087.12	2,000.00	-912.88	54.36%
6337 · Landscaping		850.00	1,900.00		1,050.00	3,275.00	4,025.00	889.05	1,050.00	850.00	1,910.00	1,065.00	16,864.05	15,000.00	1,864.05	112.43%
Total 6330 · Facilities	127.02	850.00	2,010.25		1,177.02	3,385.25	4,152.02	889.05	1,160.25	977.02	2,037.02	1,186.27	17,951.17	17,000.00	951.17	105.6%
6370 · Lab Supplies & Equipment			185.13		323.04	273.57		4,575.00					5,356.74	4,000.00	1,356.74	133.92%
6380 · Meter Reading					119.13								119.13	500.00	-380.87	23.83%
6400 · Pumping																
6410 · Pumping Fuel & Electricity	6,117.99	2,058.25	10,579.23	2,072.20	8,629.84	6,107.85	6,706.83	15,759.44	6,382.38	4,812.63	5,543.27	6,320.72	81,090.63	90,000.00	-8,909.37	90.1%
6420 · Pumping Maintenance, Generators					383.00		3,787.00			2,981.00	4,323.49		11,474.49	10,000.00	1,474.49	114.75%
6430 · Pumping Maintenance, General									1,076.11	76.87			1,152.98	5,000.00	-3,847.02	23.06%
6440 · Pumping Equipment, Expensed			129.31										129.31	700.00	-570.69	18.47%
Total 6400 · Pumping	6,117.99	2,058.25	10,708.54	2,072.20	9,012.84	6,107.85	10,493.83	15,759.44	7,458.49	7,870.50	9,866.76	6,320.72	93,847.41	105,700.00	-11,852.59	88.79%
6500 · Supply																
6510 · Maintenance, Raw Water Mains			253.13										253.13	2,500.00	-2,246.87	10.13%
6520 · Maintenance, Wells	394.38	229.98		28.40	300.12		595.44	4,217.50					5,765.82	15,000.00	-9,234.18	38.44%
6530 · Water Purchases					8,773.77		9,382.62			7,129.00			25,285.39	35,000.00	-9,714.61	72.24%
Total 6500 · Supply	394.38	229.98	253.13	28.40	9,073.89		9,978.06	4,217.50		7,129.00			31,304.34	52,500.00	-21,195.66	59.63%
6600 · Collection/Transmission																
6610 · Hydrants		5,690.20											5,690.20	5,000.00	690.20	113.8%
6620 · Maintenance, Water Mains		7,548.71	5,592.01		2,399.49	5,807.94	3,581.60	7,698.83	8,537.56	236.00	17,343.37	29,576.02	88,321.53	50,000.00	38,321.53	176.64%
6630 · Maintenance, Water Svc Lines					3,065.43	4,844.39				335.22			8,245.04	20,000.00	-11,754.96	41.23%
6640 · Maintenance, Tanks		437.50											437.50	5,000.00	-4,562.50	8.75%
6650 · Maint., Distribution General				3,556.00	276.86	874.75	1,005.50	821.50				15,666.91	22,201.52	10,000.00	12,201.52	222.02%
6660 · Maintenance, Collection System									724.00				724.00			
6670 · Meters			5,119.70			6,048.02		7,743.56	391.41	1,500.00	112.86	107.94	21,023.49	4,000.00	17,023.49	525.59%
6600 · Collection/Transmission - Other												153.13	153.13			
Total 6600 · Collection/Transmission		13,676.41	10,711.71	3,556.00	5,741.78	17,575.10	4,587.10	16,263.89	9,652.97	2,071.22	17,456.23	45,504.00	146,796.41	94,000.00	52,796.41	156.17%
6700 · Treatment																
6710 · Chemicals & Filtering	9,400.00	3,363.20	1,219.05		727.17	5,671.86	6,382.03	385.48	3,681.32	917.79	1,572.49	5,993.66	39,314.05	20,000.00	19,314.05	196.57%
6720 · Maintenance, Treatment Equip.		5,702.53			951.50	452.99	108.23	1,001.20	98.46	1,940.93	923.85		11,179.69	15,000.00	-3,820.31	74.53%
6730 · Treatment Analysis	678.97	3,555.34	1,518.30		3,646.61	11,283.15	1,614.86	3,061.21	4,155.24	1,469.02	4,292.00	1,980.75	37,255.45	30,000.00	7,255.45	124.19%
6700 · Treatment - Other											1,038.37		1,038.37			
Total 6700 · Treatment	10,078.97	12,621.07	2,737.35		5,325.28	17,408.00	8,105.12	4,447.89	7,935.02	4,327.74	7,826.71	7,974.41	88,787.56	65,000.00	23,787.56	136.6%
6770 · Uniforms					363.97			400.00		922.63			1,686.60	2,000.00	-313.40	84.33%
6800 · Vehicles																
6810 · Fuel	657.14	713.37	516.72	-283.08	1,693.69	752.51	980.17	527.71	909.95	947.53	793.70	-856.99	7,352.42	7,000.00	352.42	105.04%
6820 · Truck Equipment, Expensed					37.69		1,228.99	128.52					1,185.92	2,000.00	-814.08	59.3%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2021 through June 2022

													TOTAL			
	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
6830 · Truck Repairs	266.01	17.60		11.46	2.76	64.29	1,102.37	49.98	272.00	399.61	45.00	-288.39	1,942.69	5,000.00	-3,057.31	38.85%
Total 6800 · Vehicles	923.15	730.97	516.72	-271.62	1,734.14	816.80	3,311.53	706.21	1,181.95	1,347.14	838.70	-1,354.66	10,481.03	14,000.00	-3,518.97	74.87%
6890 · Other Operations			1,790.60		463.75	457.94	114.62	115.00					2,941.91			
Total 6000 · Operations	18,456.91	33,559.45	35,058.52	7,517.48	39,006.23	52,599.49	46,888.70	51,142.24	34,293.50	45,400.57	82,973.85	60,755.39	507,652.33	515,700.00	-8,047.67	98.44%
Total Expense	101,971.67	121,378.61	139,302.95	78,438.09	206,384.10	158,040.19	162,973.35	136,391.84	171,716.08	150,973.78	189,284.86	173,231.93	1,790,087.45	1,978,896.00	-188,808.55	90.46%
Net Ordinary Income	253,407.78	-41,145.12	-102.15	67,584.47	46,119.54	139,481.67	84,759.13	26,922.74	-13,445.88	87,588.06	-25,007.40	-13,545.12	612,617.72	226,854.00	385,763.72	270.05%
Other Income/Expense																
Other Income																
7000 · Capital Account Revenues																
7160 · PFP Pass Thru												943.87	943.87			
7100 · Connection Fees																
7110 · Connection Fees (New Constr)			20,815.00			58,659.00			-1,591.00		20,815.00	158,948.00	257,646.00	100,000.00	157,646.00	257.65%
7130 · Conn. Fees, PFP (New Constr)	2,131.36	9,470.36	27,835.57	2,183.36	18,937.49	9,892.27	10,800.00	23,240.68	9,738.38	2,080.22	14,885.72	71,645.80	202,841.21	50,000.00	152,841.21	405.68%
7140 · Conn. Fees, PFP (Remodel)									341.11				341.11			
Total 7100 · Connection Fees	2,131.36	9,470.36	48,650.57	2,183.36	18,937.49	68,551.27	10,800.00	23,240.68	8,488.49	2,080.22	35,700.72	230,593.80	460,828.32	150,000.00	310,828.32	307.22%
7200 · Interest Income - LAIF											1,105.15		1,105.15			
7600 · Bond Revenues, G.O.			3,667.22	756.70	16,231.85	474,949.66	2,623.91	79,692.71	2,538.52	307,335.74	2,675.40		890,471.71	983,546.00	-93,074.29	90.54%
7650 · Water System Reliability						542,892.30		81,687.95					624,580.25		624,580.25	100.0%
Total 7000 · Capital Account Revenues	2,131.36	9,470.36	52,317.79	2,940.06	35,169.34	1,086,393.23	13,423.91	184,621.34	11,027.01	309,415.96	39,481.27	231,537.67	1,977,929.30	1,133,546.00	844,383.30	174.49%
Total Other Income	2,131.36	9,470.36	52,317.79	2,940.06	35,169.34	1,086,393.23	13,423.91	184,621.34	11,027.01	309,415.96	39,481.27	231,537.67	1,977,929.30	1,133,546.00	844,383.30	174.49%
Other Expense																
8000 · Capital Improvement Program																
8100 · Water	25,523.75	79,582.78	66,094.87	42,411.12	41,812.59	70,263.66	25,305.72	44,428.05	45,733.06	86.37	16,833.35	9,803.61	467,878.93	1,198,750.00	-730,871.07	39.03%
Total 8000 · Capital Improvement Program	25,523.75	79,582.78	66,094.87	42,411.12	41,812.59	70,263.66	25,305.72	44,428.05	45,733.06	86.37	16,833.35	9,803.61	467,878.93	1,198,750.00	-730,871.07	39.03%
9000 · Capital Account Expenses																
9100 · Interest Expense - GO Bonds		6,698.26							37,730.00				44,428.26	77,805.00	-33,376.74	57.1%
9125 · PNC Equipment Lease Interest	518.78	1,024.44	1,010.52	996.57	982.59	968.57	954.52	940.43	926.31	912.15	897.96	883.82	11,016.66	11,535.00	-518.34	95.51%
9150 · SRF Loan						32,828.28					120,555.57	1,155.00	154,538.85	66,647.00	87,891.85	231.88%
9210 · Conservation Program/Rebates	150.00	150.00	200.00		100.00			100.00					700.00		700.00	100.0%
Total 9000 · Capital Account Expenses	668.78	7,872.70	1,210.52	996.57	1,082.59	33,796.85	954.52	38,770.43	926.31	912.15	121,453.53	2,038.82	210,683.77	155,987.00	54,696.77	135.07%
Total Other Expense	26,192.53	87,455.48	67,305.39	43,407.69	42,895.18	104,060.51	26,260.24	83,198.48	46,659.37	998.52	138,286.88	11,842.43	678,562.70	1,354,737.00	-676,174.30	50.09%
Net Other Income	-24,061.17	-77,985.12	-14,987.60	-40,467.63	-7,725.84	982,332.72	-12,836.33	101,422.86	-35,632.36	308,417.44	-98,805.61	219,695.24	1,299,366.60	-221,191.00	1,520,557.60	-587.44%
Net Income	229,346.61	-119,130.24	-15,089.75	27,116.84	38,393.70	1,121,814.39	71,922.80	128,345.60	-49,078.24	396,005.50	-123,813.01	206,150.12	1,911,984.32	5,663.00	1,906,321.32	33,762.75%

Montara Water & Sanitary District Check Detail July 27 - 29, 2022

Date	Num	Name	Paid Amount	
WARRANTS FOR BOARD OF DIRECTORS MEETING CONSENT AGENDA 08/04/2022				
SPLIT				
07/06/2022	13206	ACWA/JPIA	-15,090.29	PAID
07/06/2022	13207	CalPERS 457 Plan	-6,648.04	PAID
07/06/2022	13222	Coastside Printers	-1,006.25	PAID
07/06/2022	13208	CoastsideNet, Inc.	-81.41	PAID
07/06/2022	13211	Huntington National Bank	-13,370.00	PAID
07/06/2022	13212	IEDA	-427.00	PAID
07/06/2022	13216	Rauch Communication Consultants, Inc.	-1,406.25	PAID
07/06/2022	13217	RVE ACCOUNTING & ADVISORY SERVICES	-6,345.00	PAID
07/06/2022	13220	U.S. Bank PARS	-10,288.94	PAID
07/06/2022	13221	White Glove Housekeeping	-260.00	PAID
07/21/2022	13223	ACWA/JPIA Workers Comp	-4,086.02	PAID
07/21/2022	13224	Pacific Gas & Electric	-6,269.73	PAID
07/28/2022	13226	A-B Communications	-181.36	
07/28/2022	13228	AT&T	-860.54	
07/28/2022	13229	AT&T	-3,686.93	
07/28/2022	13230	AT&T	-251.41	
07/28/2022	13231	AT&T	-511.75	
07/28/2022	13232	AT&T	-866.05	
07/28/2022	13236	Bay Alarm Company	-242.55	
07/28/2022	13242	Fitzgerald Law Offices	-10,544.00	
07/28/2022	13246	Jim Harvey	-150.00	
08/01/2022	13269	Kastama Consulting	-3,683.53	
07/28/2022	13247	Kathryn Slater-Carter	-150.00	
07/28/2022	13248	KBA Document Solutions	-119.70	
07/28/2022	13253	ODP Business Solutions	-219.57	
07/28/2022	13254	Parcel Quest	-1,799.00	
07/28/2022	13255	PARS	-844.13	
07/28/2022	13256	PCT	-600.00	
07/28/2022	13257	Peter Dekker	-150.00	
07/28/2022	13258	Ric Lohman	-150.00	
07/28/2022	13259	Scott Boyd	-150.00	
07/28/2022	13264	Underground Service Alert	-545.37	
07/28/2022	13266	Sara Copeland	-53,821.61	

Montara Water & Sanitary District Check Detail July 27 - 29, 2022

Date	Num	Name	Paid Amount	
WATER				
07/06/2022	13209	Evergreen Tree Service	-6,250.00	PAID
07/06/2022	13210	Hassette Ace Hardware	-503.50	PAID
07/06/2022	13213	Maggiore Bros. Drilling, Inc.	-39,043.05	PAID
07/06/2022	13214	Pacific Gas & Electric	-2,678.52	PAID
07/06/2022	13215	Phil's Tire Pros & auto Care	-45.00	PAID
07/06/2022	13218	SRT Consultants	-25,542.50	PAID
07/28/2022	13227	Andreini Brothers, Inc.	-11,705.00	
07/28/2022	13233	AT&T Mobility	-646.24	
07/28/2022	13234	Badger Meter, Inc.	-1,626.98	
07/28/2022	13235	Balance Hydrologics, Inc.	-22,487.03	
07/28/2022	13237	BSK Lab	-2,961.00	
07/28/2022	13238	CLA-VAL	-8,322.75	
07/28/2022	13239	County of San Mateo Dept Public Works	-7,755.09	
07/28/2022	13240	Esbro Chemical	897.73	
07/28/2022	13241	Evoqua Water Technologies	-3,129.57	
07/28/2022	13243	Hach Company	-5,248.00	
07/28/2022	13249	MWSD Sewer to GO BOND	-23,804.36	
07/28/2022	13250	Mossa Excavation	-23,487.50	
07/28/2022	13251	North Coast County Water District	-520.00	
08/01/2022	13270	Pacific Gas & Electric	-1,557.93	
07/28/2022	13265	Wells Fargo Remittance Center	-5,003.69	
07/28/2022	13267	Jimmy Schunneman	-37.44	
07/28/2022	13268	Nick Carrington	-61.45	

Montara Water & Sanitary District Check Detail July 27 - 29, 2022

Date	Num	Name	Paid Amount	
SEWER				
07/06/2022	13219	U.S. Bank Global Corporate Trust Svcs.	-44,848.20	PAID
07/26/2022	13225	Bay Area Air Quality Management District	-1,095.75	PAID
07/28/2022	13244	Herc Rentals	-4,879.49	
07/28/2022	13245	Hue & Cry Security Systems, Inc.	-427.08	
07/28/2022	13252	Nute Engineering	-8,573.50	
07/28/2022	13260	Sewer Authority Mid-Coastside	-653.57	
07/28/2022	13261	Sewer Authority Mid-Coastside	-9,961.16	
07/28/2022	13262	Sewer Authority Mid-Coastside	-141,169.66	
07/28/2022	13263	Sewer Authority Mid-Coastside	-23,682.17	



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 4, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: SAM Flow Report for June 2022

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

- Flow Report for June 2022.
- Collection System Monthly Overflow Report – June 2022.

The Average Daily Flow for Montara was 0.223 MGD in June 2022 . There was no reportable overflow in June in the Montara System. SAM indicates there were 0.7 inches of rain in June 2022 in Montara.

RECOMMENDATION:

Review and file.

Attachments

Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, June 2022

June 2022

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

12 Month Moving Total

	Total	12 month rolling Number			
		HMB	GCS D	MWSD	SAM
Roots	2	1	1	0	0
Grease	0	0	0	0	0
Mechanical	0	0	0	0	0
Wet Weather	2	1	0	1	0
Other	2	1	0	0	1
Total	6	3	1	1	1
		50%	17%	17%	17%

Reportable SSOs

	Total	Reportable Number of S.S.O.'s			
		HMB	GCS D	MWSD	SAM
June 2022	0	0	0	0	0
12 Month Moving Total	6	3	1	1	1

SSOs / Year / 100 Miles

	Total	Number of S.S.O.'s /Year/100 Miles			
		HMB	GCS D	MWSD	SAM
June 2022	0.0	0.0	0.0	0.0	0.0
12 Month Moving Total	5.7	8.1	3.0	3.7	13.7
Category 1	1.9	2.7	0.0	3.7	0.0
Category 2	0.0	0.0	0.0	0.0	0.0
Category 3	3.8	5.4	3.0	0.0	13.7
Miles of Sewers	104.5	37.0	33.2	27.0	7.3
		35.4%	31.8%	25.8%	7.0%

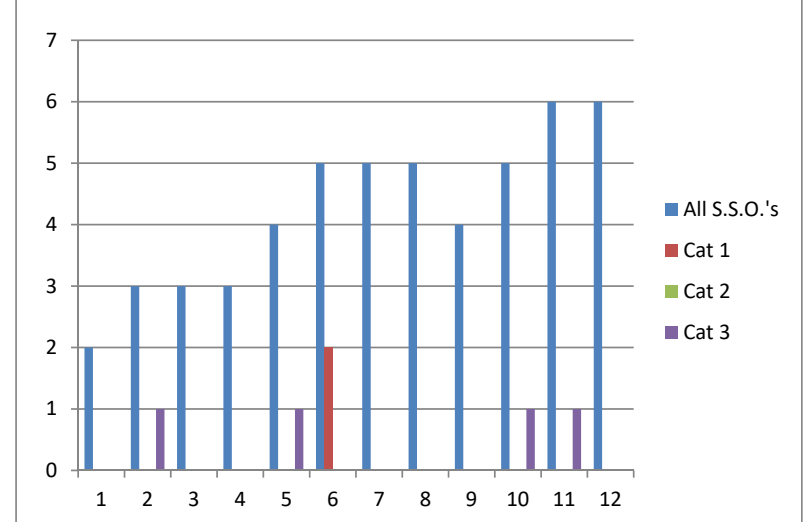
12 Month Rolling Total Sewer Cleaning Summary

Month	HMB	GCS D	MWSD	Total Feet	Total Miles
July - 21	13,852	9,054	3,571	26,477	5.0
Aug - 21	9,803	7,616	8,952	26,371	5.0
Sep - 21	10,059	8,794	8,659	27,512	5.2
Oct - 21	14,319	13,526	10,400	38,245	7.2
Nov - 21	1,567	11,465	10,878	23,910	4.5
Dec - 21	1,423	9,662	7,303	18,388	3.5
Jan - 22	4,029	10,061	11,675	25,765	4.9
Feb - 22	18,178	9,863	6,934	34,975	6.6
Mar - 22	12,060	13,397	4,271	29,728	5.6
April - 22	12,929	12,757	7,371	33,057	6.3
May - 22	11,253	8,527	6,221	26,001	4.9
June - 22	15,694	8,845	6,932	31,471	6.0

Annual ft	125,166	123,567	93,167	341,900	
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Annual Mi.	23.7	23.4	17.6		64.8
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12 Month Moving SSO Totals Through June 2022



Attachment C

Attachment A

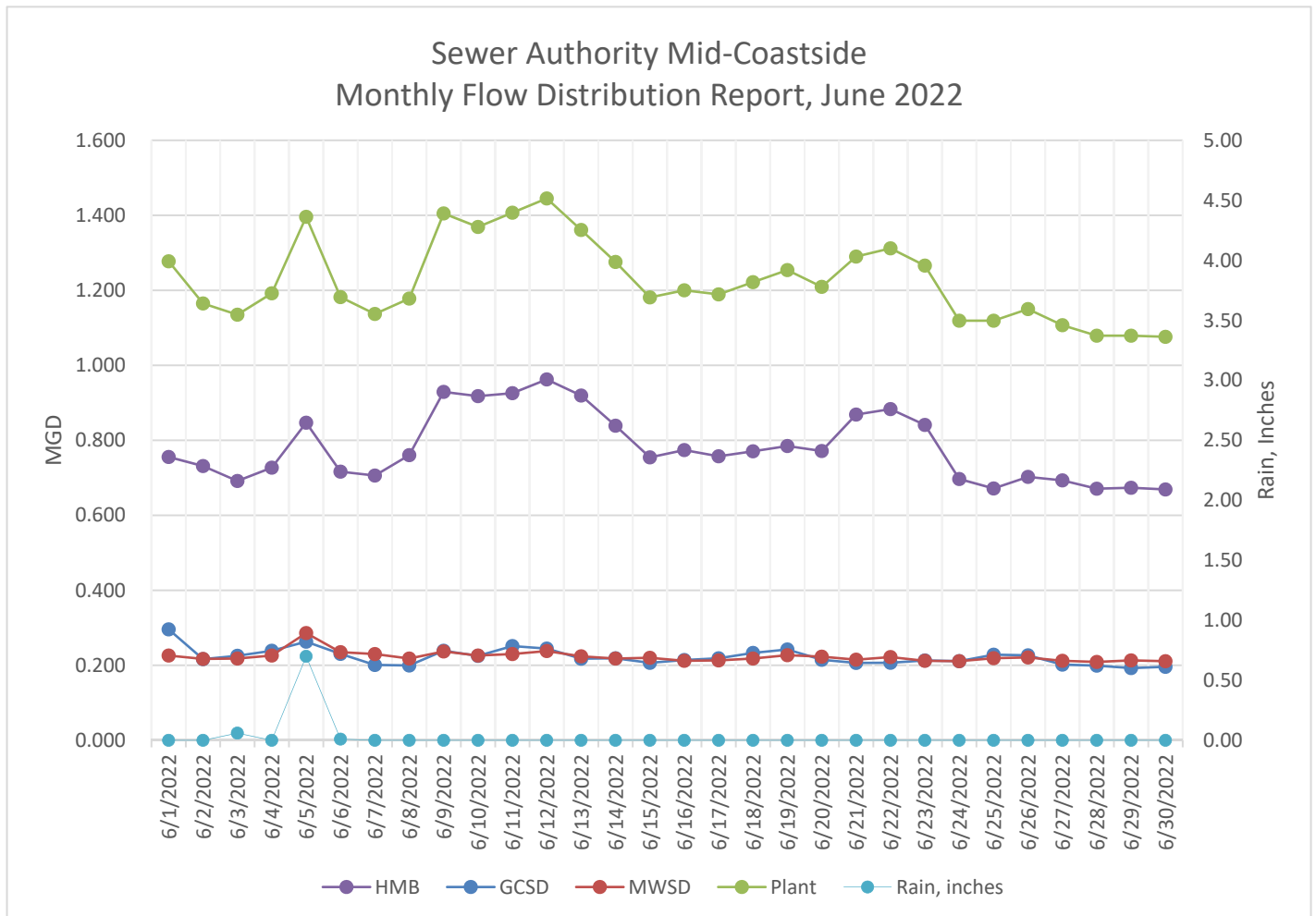
Flow Distribution Report Summary for June 2022

The daily flow report figures for the month of June 2022 have been converted to an Average

Daily Flow (ADF) for each Member Agency.
The results are attached for your review.

The summary of the ADF information is as follows:

	<u>MGD</u>	<u>%</u>
The City of Half Moon Bay	0.780	63.66%
Granada Community Services District	0.223	18.16%
Montara Water and Sanitary District	<u>0.223</u>	<u>18.18%</u>
Total	1.226	100.0%



Sewer Authority Mid-Coastside

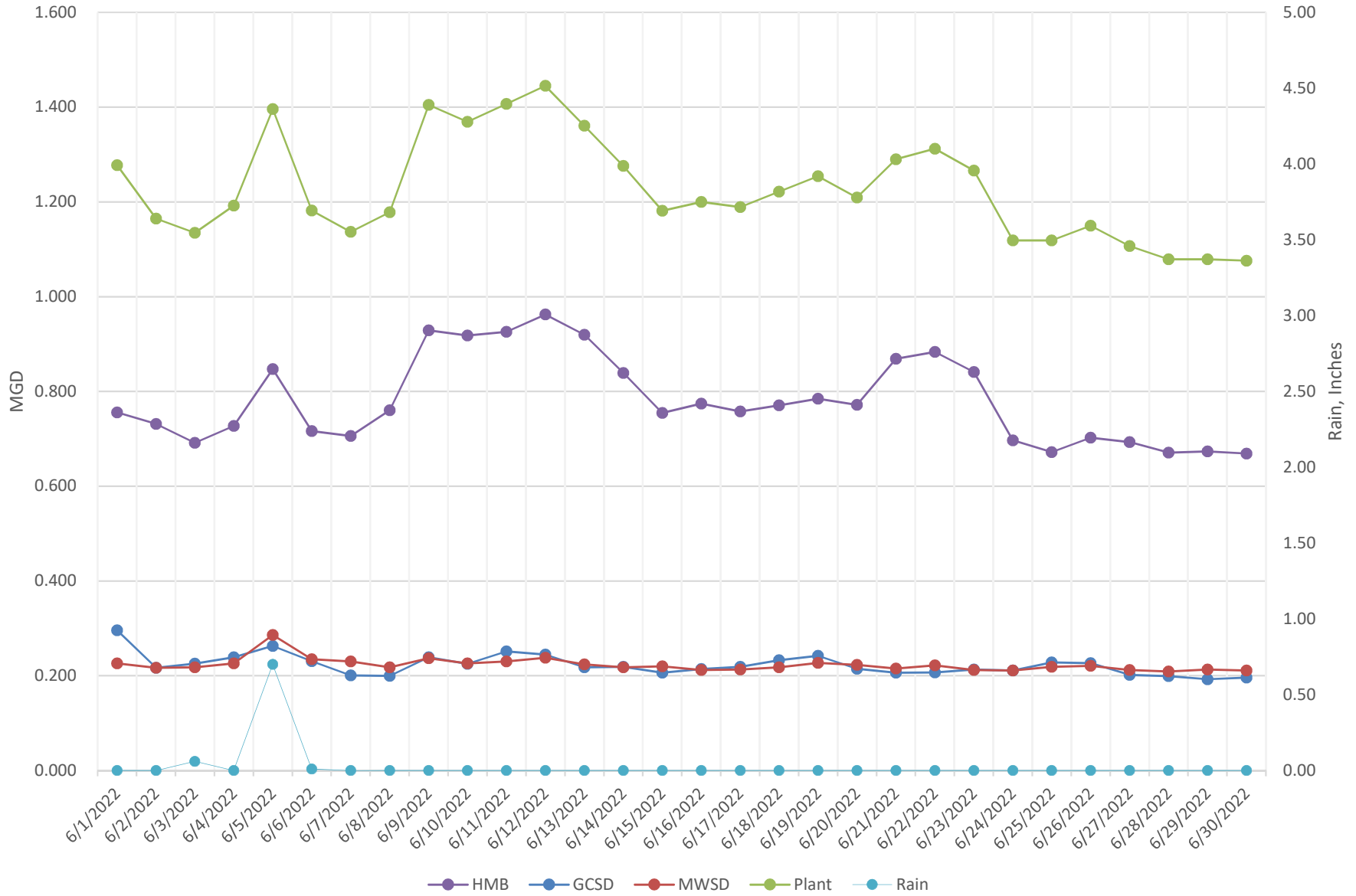
Monthly Flow Distribution Report for June 2022

<u>Date</u>	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>	<u>Rain Plant</u>	<u>Rain Portola</u>	<u>Rain Montara</u>
6/1/2022	0.756	0.296	0.226	1.277	0.00	0.00	0.00
6/2/2022	0.731	0.217	0.217	1.165	0.00	0.00	0.03
6/3/2022	0.692	0.225	0.218	1.135	0.06	0.06	0.04
6/4/2022	0.727	0.239	0.226	1.192	0.00	0.00	0.00
6/5/2022	0.847	0.263	0.286	1.396	0.70	0.60	0.63
6/6/2022	0.716	0.231	0.235	1.182	0.01	0.00	0.00
6/7/2022	0.706	0.201	0.230	1.137	0.00	0.00	0.00
6/8/2022	0.761	0.199	0.218	1.178	0.00	0.00	0.00
6/9/2022	0.929	0.239	0.237	1.405	0.00	0.00	0.00
6/10/2022	0.918	0.225	0.226	1.369	0.00	0.00	0.00
6/11/2022	0.926	0.251	0.230	1.407	0.00	0.00	0.00
6/12/2022	0.962	0.245	0.238	1.445	0.00	0.00	0.00
6/13/2022	0.919	0.218	0.224	1.361	0.00	0.00	0.00
6/14/2022	0.839	0.219	0.218	1.276	0.00	0.00	0.00
6/15/2022	0.755	0.207	0.220	1.181	0.00	0.00	0.00
6/16/2022	0.774	0.214	0.212	1.200	0.00	0.00	0.00
6/17/2022	0.757	0.219	0.213	1.189	0.00	0.00	0.00
6/18/2022	0.771	0.233	0.218	1.222	0.00	0.00	0.00
6/19/2022	0.785	0.242	0.227	1.254	0.00	0.00	0.00
6/20/2022	0.772	0.215	0.223	1.209	0.00	0.00	0.00
6/21/2022	0.869	0.206	0.215	1.290	0.00	0.00	0.00
6/22/2022	0.883	0.207	0.222	1.312	0.00	0.00	0.00
6/23/2022	0.841	0.213	0.212	1.266	0.00	0.00	0.00
6/24/2022	0.697	0.211	0.211	1.119	0.00	0.00	0.00
6/25/2022	0.672	0.228	0.219	1.119	0.00	0.00	0.00
6/26/2022	0.702	0.227	0.221	1.150	0.00	0.00	0.00
6/27/2022	0.693	0.202	0.212	1.107	0.00	0.00	0.00
6/28/2022	0.671	0.199	0.209	1.079	0.00	0.00	0.00
6/29/2022	0.673	0.193	0.213	1.079	0.00	0.00	0.00
6/30/2022	0.669	0.196	0.211	1.076	0.00	0.00	0.00
Totals	23.413	6.678	6.687	36.778	0.77	0.66	0.70

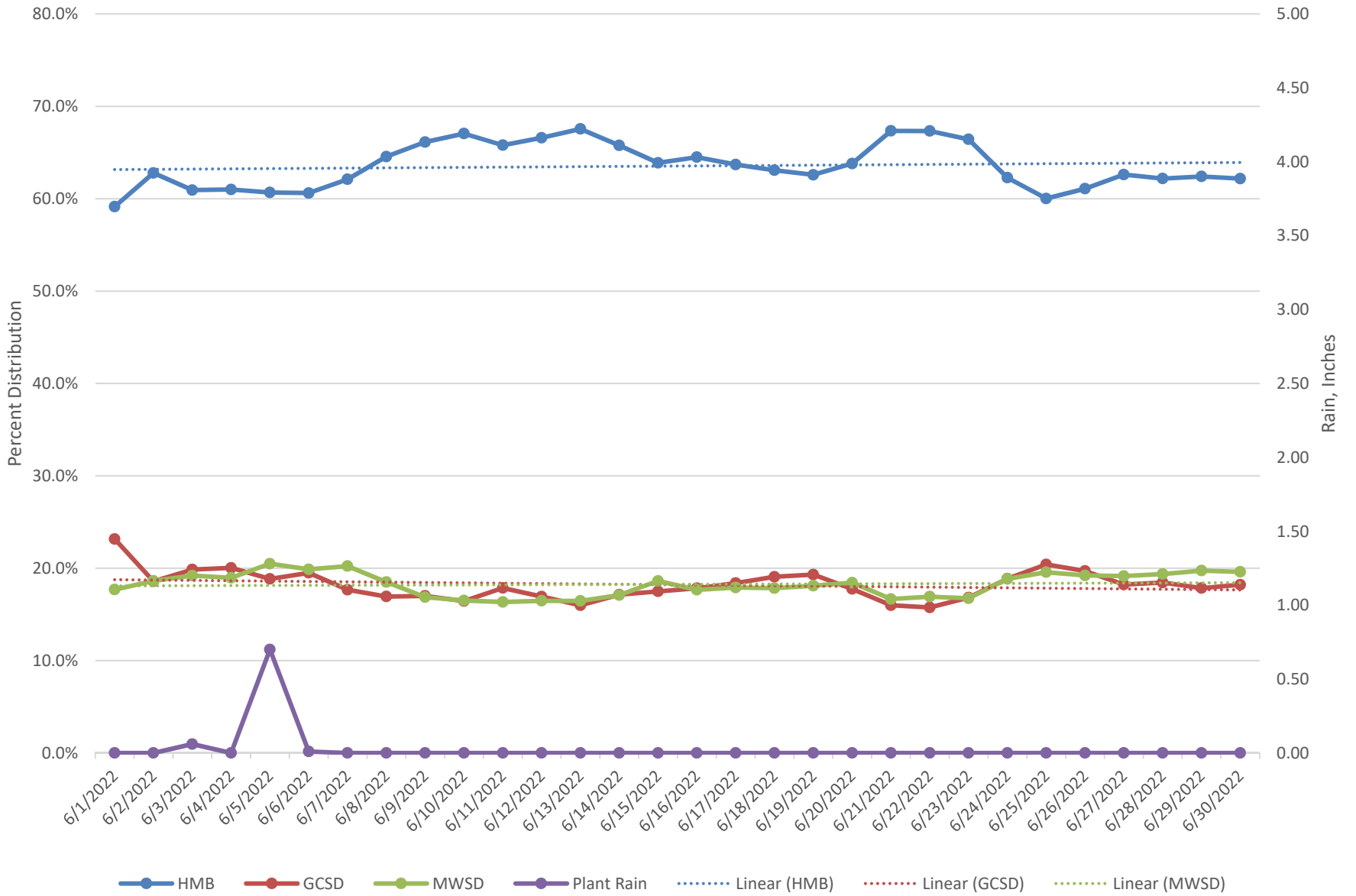
Summary

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.669	0.193	0.209	1.076
Average	0.780	0.223	0.223	1.226
Maximum	0.962	0.296	0.286	1.445
Distribution	63.66%	18.16%	18.18%	100.0%

Sewer Authority Mid-Coastside Monthly Flow Distribution Report, June 2022

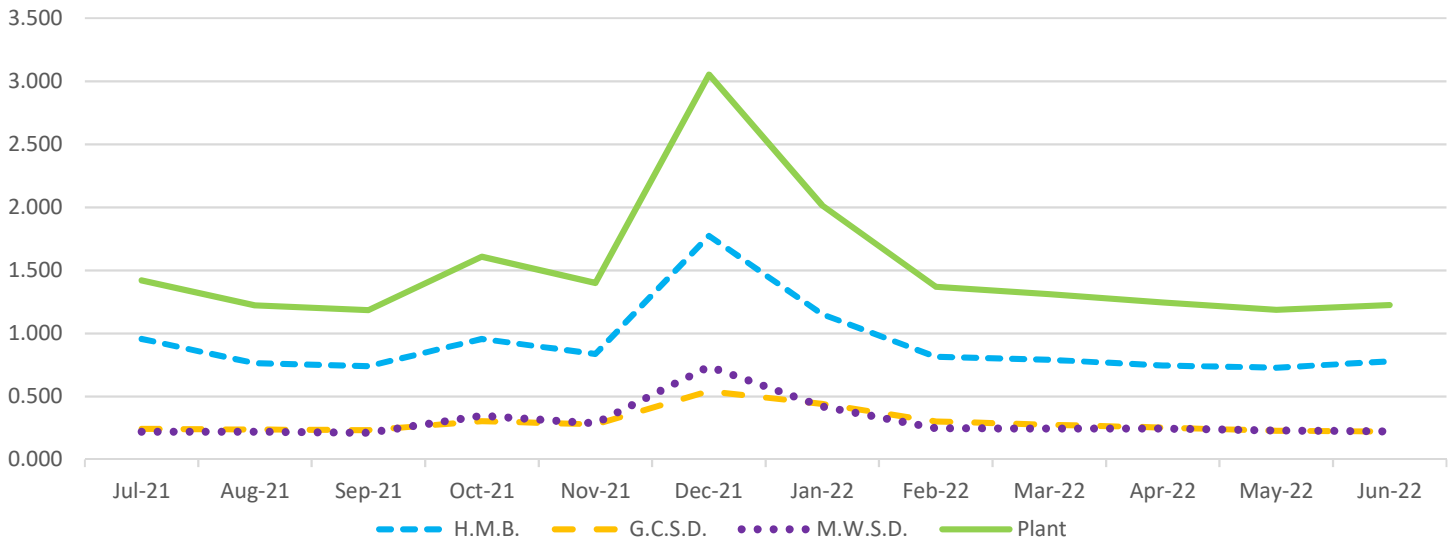


Percent Distribution June 2022

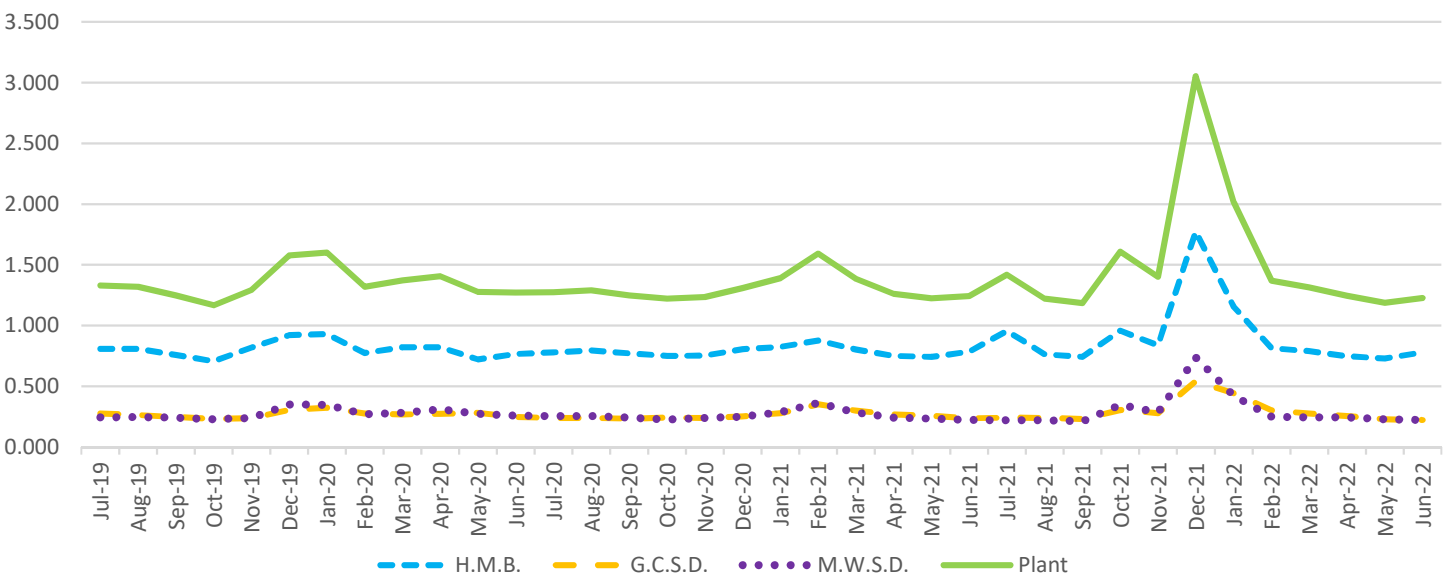


Most recent flow calibration March 2021 PS, March 2021 Plant

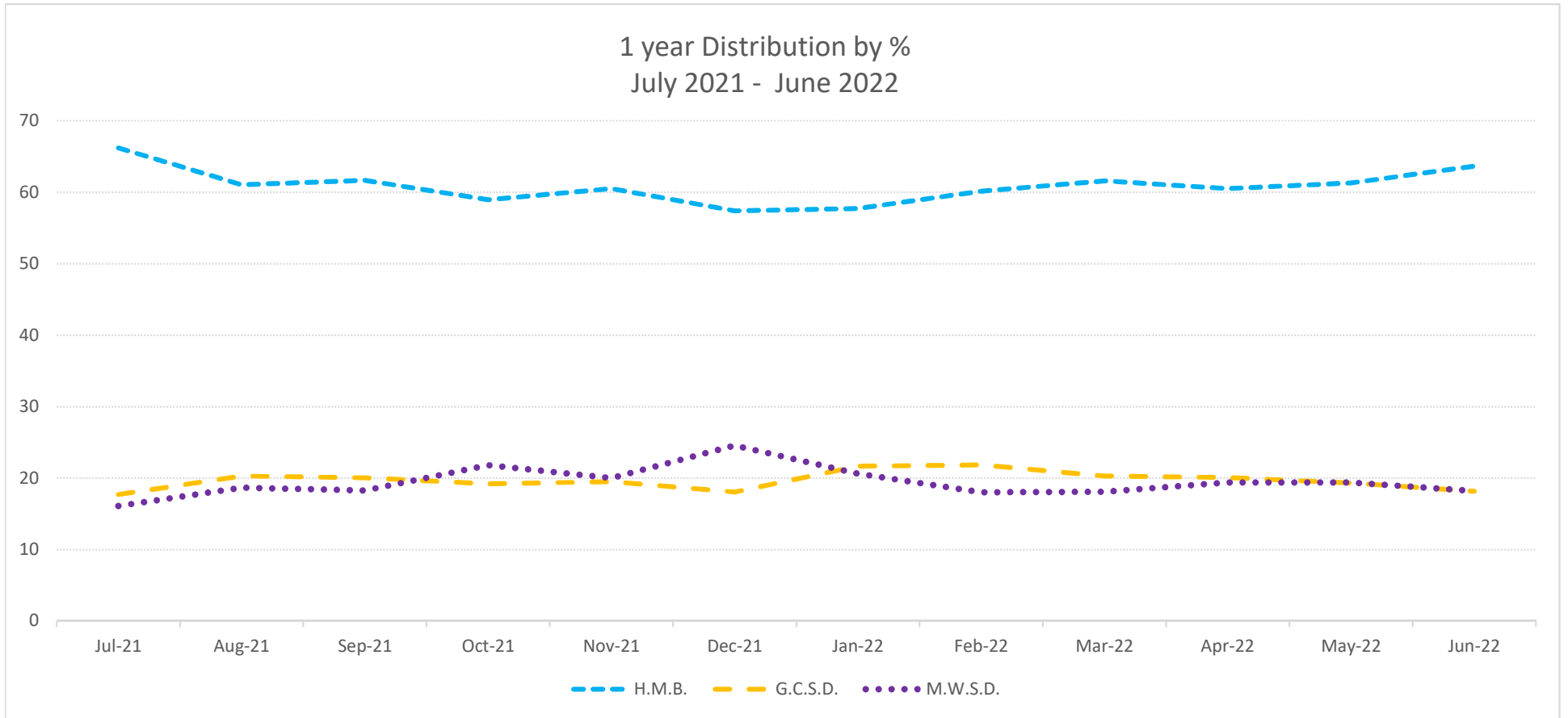
One Year Flow Chgart
July 2021 - June 2022



Three Year Flow Chart
July 2019 - June 2022



Flow based percent distribution based for past year





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: August 4, 2022

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

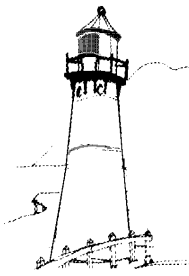
SUBJECT: Review of Current Investment Portfolio

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

- The District has most of its idle sewer funds deposited in the State of California's Local Agency Investment Fund (LAIF). The Monthly Average interest rate for May 2022 was 0.861%.
- The District has most of its idle water funds deposited in the California Asset Management Program (CAMP). The current 7 day yield for 7/29/22 was 1.78%.
- The District has one checking account with Wells Fargo Bank for Water and Sewer Funds that is largely backed by Federal securities.

RECOMMENDATION:

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



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 4, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

SUBJECT: Connection Permit Applications Received

As of August 4, 2022 the following new **Sewer Connection Permit** application was received since the last report:

Date of Application	Property Owner	Site Address	Home Size

As of August 4, 2022 the following new **Water (Private Fire Sprinkler) Connection Permit** application was received since the last report:

Date of Application	Property Owner	Site Address	Home Size

As of August 4, 2022 the following new **Water Connection Permit** application was received since the last report:

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

RECOMMENDATION:


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



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: August 4th, 2022

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Monthly Water Production Report

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

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

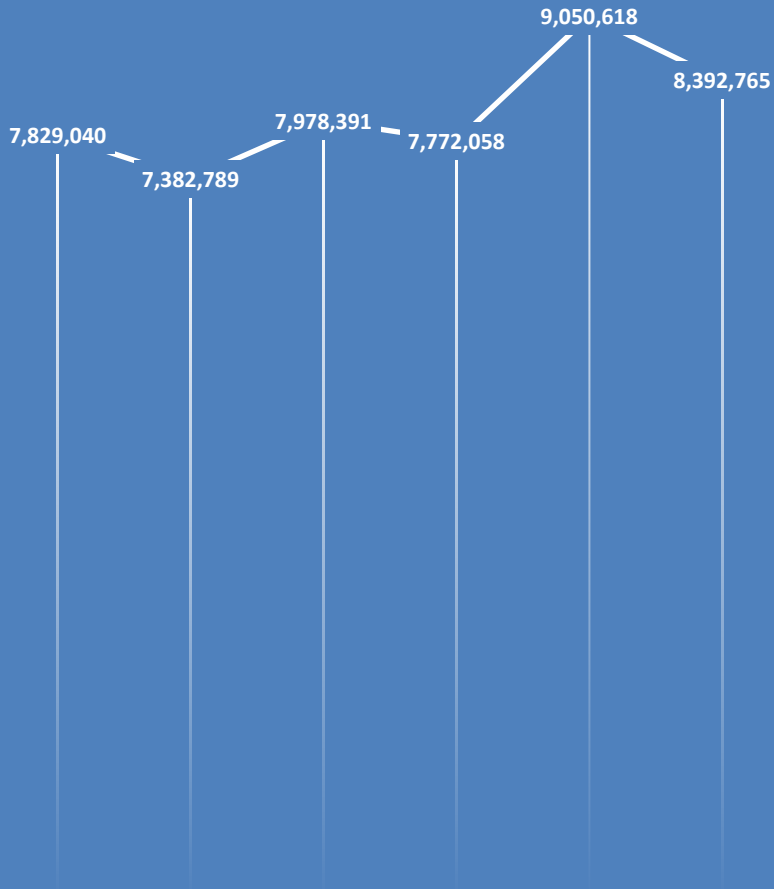
RECOMMENDATION:

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

Attachments: 2

TOTAL PRODUCTION 2022 (GALLONS)

GALLONS



	January	February	March	April	May	June	July	August	September	October	November	December
Total Production (Gallons)	7,829,040	7,382,789	7,978,391	7,772,058	9,050,618	8,392,765						

MONTH



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting of: August 4th, 2022

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

SUBJECT: Rain Report

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

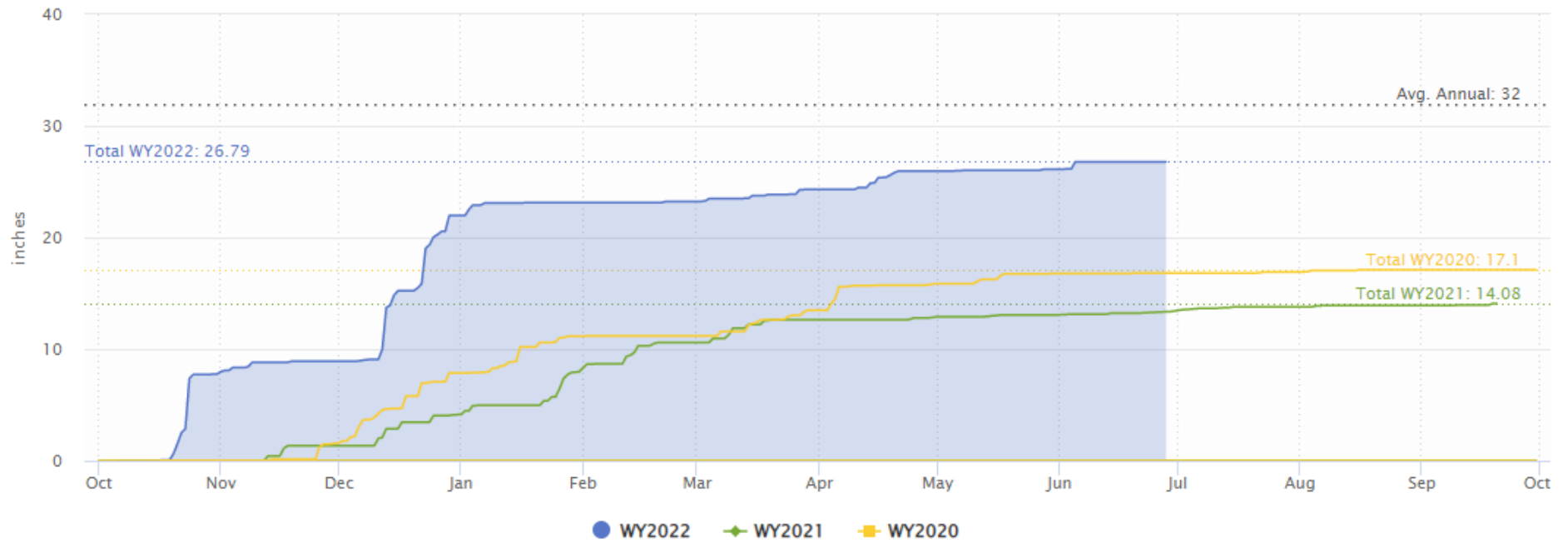
RECOMMENDATION:

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

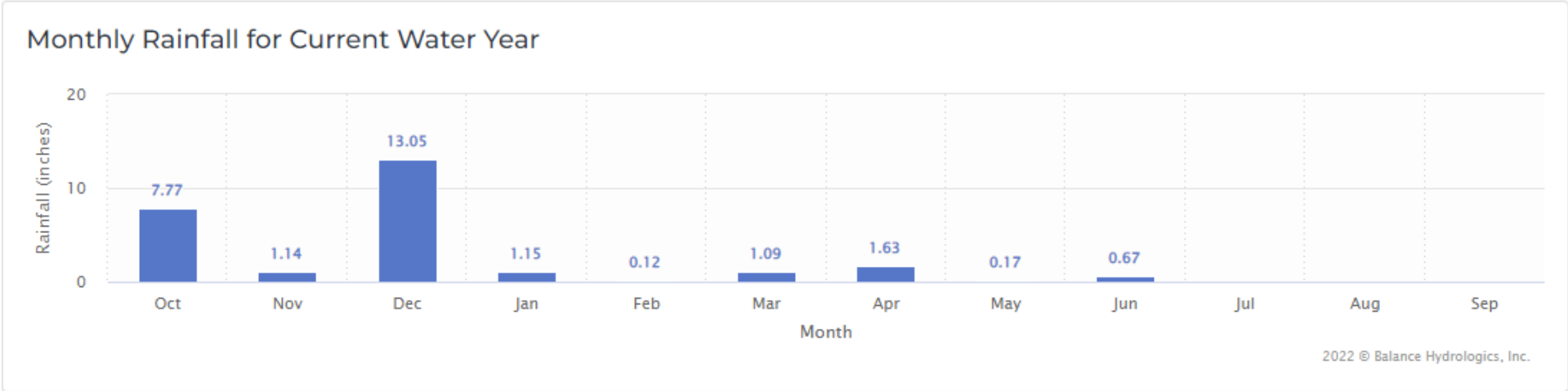
Attachments: 2

Annual Cumulative Rainfall

Cumulative Rainfall by Water Year



Monthly Cumulative Rainfall





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: August 4th, 2022

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

A handwritten signature in blue ink, appearing to be 'Clemens', located to the right of the 'FROM' line.

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 48,381 kWh and saved 82,248 lbs of CO₂.

RECOMMENDATION:

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

Attachments: 1

SOLAR ENERGY PRODUCED IN 2022 (kWh)



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
total kWh	117	138	187	231	229	224						



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 4, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Monthly Public Agency Retirement Service
Report for May 2022.**

The District has received the monthly PARS report for May 2022.

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

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

RECOMMENDATION:

This is for Board information only.

Attachment



**Montara Water and Sanitary Dist
Retirement Enhancement Plan**

**Monthly Account Report for the Period
5/1/2022 to 5/31/2022**

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

Plan ID: P7-REP15A

Account Summary

Source	Beginning Balance as of 5/1/2022	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 5/31/2022
Contributions	\$1,202,541.59	\$10,019.00	\$4,087.33	\$535.55	\$1,139.47	\$0.00	\$1,214,972.90
TOTAL	\$1,202,541.59	\$10,019.00	\$4,087.33	\$535.55	\$1,139.47	\$0.00	\$1,214,972.90

Investment Selection

PARS Capital Appreciation INDEX PLUS

Investment Objective

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

Investment Return

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
GENERAL	0.34%	-5.13%	-5.86%	9.18%	7.7%	-	03/08/16

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

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

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

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

May 2022 PARS Statement Detail

PARS beginning Balance as of May 1, 2022 \$ 1,202,541.59

Contributions:

April 15, 2022 Calculation

Wages paid	34,689.95		
Employer - 7.01%		\$	2,431.77
Employee - 7.75%		\$	2,688.47
Contribution subtotal			\$ 5,120.24

Fund Impact - PARS Wages		
Sewer	Water	Total
10,686.50	24,003.46	34,689.95
749.12	1,682.64	2,431.77

April 30, 2022 Calculation

Wages paid	33,189.40		
Employer - 7.01%		\$	2,326.58
Employee - 7.75%		\$	2,572.18
Contribution Subtotal			\$ 4,898.76

Fund Impact - PARS Wages		
Sewer	Water	Total
10,149.90	23,039.51	33,189.40
711.51	1,615.07	2,326.58

Total Contributions thru April \$ 10,018.99

Rounding \$ 0.01

Earnings/(Losses) \$ 4,087.33

Expenses \$ (535.55)

Distributions \$ (1,139.47)

PARS Ending Balance as of May 31, 2022 \$ 1,214,972.90



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Special Meeting Of: **August 4, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Review and Possible Action Concerning Remote Meetings During Emergency Conditions Under Government Code Section 54953 of the Brown Act

AB361 was signed into law by the Governor on September 16, 2021 (effective October 1, 2021). AB361 amends Gov't. Code Section 54953 of the Brown Act by allowing local agencies to hold meetings remotely during emergency situations, under the following conditions:

1. An emergency situation arises that produces an imminent risk to public health and safety.
2. A state of emergency is declared (pursuant to Gov't. Code § 8625).
3. A local agency wishes to meet remotely via teleconferencing as a result of the emergency. A meeting notice/agenda are produced and posted, with an agenda item dedicated to consideration of a resolution to transition to teleconferenced meetings consistent with the terms of Gov't. Code § 54953, subdivision (e).
4. A resolution is passed by majority vote consistent with the terms of Gov't. Code § 54953, subdivision (e), paragraph (1), subparagraph (B) (i.e., determining that in-person meetings present imminent risks to the health or safety of attendees or when state or local officials impose or recommend social distancing measures. This resolution is valid for 30 days.
5. 30 days later: if the state of emergency remains active, a local agency may pass a resolution authorizing continued teleconferenced meetings upon finding that legislative body has both 1) reconsidered the circumstances of the state of emergency, and 2) the state of emergency continues to directly impact the ability of the members to meet safely in person or state/local officials continue to impose or recommend social distancing measures.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Special Meeting Of: **August 4, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

The Governor of the State of California declared a state of emergency on March 4, 2020 resulting from the COVID-19 pandemic; on March 10, 2020, the County of San Mateo also proclaimed the existence of a local emergency throughout the county as a result of COVID-19. Despite sustained efforts to reduce the threat, at present the Delta and Omnicron variants have been circulating in San Mateo County, are highly transmissible in indoor settings and require multi-component prevention strategies to reduce spread; despite high vaccination rates, San Mateo County is experiencing substantial levels of community transmission due to the Omnicron variant and while most COVID-19 cases are among unvaccinated residents, the proportion of breakthrough cases is increasing; hospitalizations have also increased, primarily among unvaccinated persons. Moreover, the small size of the District's Boardroom and administrative offices, as well as the lack of adequate ventilation and/or an air filtering system, further contribute to the unsafe indoor conditions for meeting in-person.

For the above reasons, holding in-person meetings poses an imminent risk to attendees and staff recommends that remote meetings are presently necessary to protect the health and safety of all attendees, including District staff and the Board of Directors.

RECOMMENDATION:

Adopt Resolution Authorizing Remote Teleconference Meetings of the Board of Directors of the Montara Water & Sanitary District Under Government Code Section 54953 of the Brown Act During Existence of State of Emergency Conditions Related to the Covid-19 Pandemic.

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF THE MONTARA WATER AND SANITARY DISTRICT AUTHORIZING REMOTE TELECONFERENCE MEETINGS UNDER GOVERNMENT CODE SECTION 54953 OF THE BROWN ACT DURING EXISTENCE OF STATE OF EMERGENCY CONDITIONS RELATED TO THE COVID-19 PANDEMIC

WHEREAS, Montara Water and Sanitary District (“District”) is a Sanitary District duly organized under the Sanitary District Act of 1923 (Health & Safety Code §§ 6400 – 6830) and a public agency formed as a special district and authorized under California law, by a special election of August 11, 1992 and MWSD Resolution 978, to exercise all powers of a county water district in the same manner as county water districts formed under the County Water District Law (Division 12 (commencing with Section 30000) of the Water Code) for the purpose of operating and maintaining wastewater and water facilities; and

WHEREAS, on March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19; and

WHEREAS, the District is committed to preserving and nurturing public access and participation in meetings of the District’s Board of Directors (“Board”); and

WHEREAS, all meetings of the Board are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the Board conduct its business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state and county caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the District’s boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, that the legislative body meeting in-person would present imminent risks to the health and safety of attendees; and

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF THE MONTARA WATER AND SANITARY DISTRICT AUTHORIZING REMOTE TELECONFERENCE MEETINGS UNDER GOVERNMENT CODE SECTION 54953 OF THE BROWN ACT DURING EXISTENCE OF STATE OF EMERGENCY CONDITIONS RELATED TO THE COVID-19 PANDEMIC

WHEREAS, such conditions now exist within the Montara Water and Sanitary District (“District”), specifically, by the Governor of the State of California’s executive order declaring a State Emergency as a result of the COVID-19 virus pandemic pursuant to Government Code section 8625 and by the County of San Mateo declaring a local emergency a result of the COVID-19 virus pandemic pursuant to Government Code section 8630 and Health and Safety Code Section 101080; and

WHEREAS, holding in-person meetings of the District’s Board of Directors (the “Board”) will present an imminent risk to the health and safety of Board members, District staff and attendees and directly impacts their ability to meet safely due to the SARS-CoV-2 B.1.617.2 (Delta) variant and Omicron Variant, which has been circulating in San Mateo County, is highly transmissible in indoor settings and requires multi-component prevention strategies to reduce spread; despite high vaccination rates, San Mateo County is experiencing substantial levels of community transmission due to the Delta variant and while most COVID-19 cases are among unvaccinated residents, the proportion of breakthrough cases is increasing; hospitalizations have also increased, primarily among unvaccinated persons; and

WHEREAS, the Board does hereby declare that the aforementioned conditions causing imminent risk to attendees if in-person meetings are held has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to proclaim a local emergency and to ratify the proclamation of state of emergency by the Governor of the State of California and the proclamation of emergency and orders of the County of San Mateo; and

WHEREAS, as a consequence of the state and local emergency, the Board does hereby declare that it shall conduct its meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF THE MONTARA WATER AND SANITARY DISTRICT AUTHORIZING REMOTE TELECONFERENCE MEETINGS UNDER GOVERNMENT CODE SECTION 54953 OF THE BROWN ACT DURING EXISTENCE OF STATE OF EMERGENCY CONDITIONS RELATED TO THE COVID-19 PANDEMIC

WHEREAS, the Board does hereby declare that the District shall take all measures necessary to ensure access to remote teleconference meetings for the public in accordance with paragraph (2) of subdivision (e) of section 54953.

NOW, THEREFORE, be it resolved by the Board of the Montara Water and Sanitary District, a public agency in the County of San Mateo, California, as follows:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board hereby proclaims that a local emergency now exists throughout the District, and in-person meetings present imminent risk to attendees as heretofore described.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The District Manager and the Board Chair are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act, and to make adjustments in meeting practices and/or remote logistics to comply with this Resolution and local or state health orders to ensure the health and safety of employees and residents while maintaining critical District operations.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) 30-days from the date of its adoption, or (ii) such time as the Board adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Board may continue to remotely teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

Section 6. Rescission. Resolution No. 1669 establishing a temporary meeting location is hereby rescinded pursuant to Governor's Order N-08-21.

RESOLUTION NO. _____

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE MONTARA WATER
AND SANITARY DISTRICT AUTHORIZING REMOTE TELECONFERENCE
MEETINGS UNDER GOVERNMENT CODE SECTION 54953 OF THE BROWN
ACT DURING EXISTENCE OF STATE OF EMERGENCY CONDITIONS
RELATED TO THE COVID-19 PANDEMIC**

President, Montara Water and Sanitary District

COUNTERSIGNED:

Secretary, Montara Water and Sanitary District

* * * *

I HEREBY CERTIFY that the foregoing Resolution No. _____ duly and regularly adopted and passed by the Board of the Montara Water and Sanitary District, County of San Mateo, California, at a Regular Adjourned Meeting thereof held on the 4th day of August 2022, by the following vote:

AYES, Directors:

ABSTENTION:

NOES, Directors:

ABSENT, Directors:

Secretary, Montara Water and Sanitary District



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 4, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Review and Possible Action Concerning
Employee Wellness Program.**

The District has an established Wellness Program for its full-time employees whereby the District contributes twenty-five dollars (\$25.00) monthly towards a health or fitness expenditure of their choice, upon proper documentation by the employee.

The District was once more awarded a Wellness Grant over \$272 in July from the Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA). Voluntary Wellness programs of formal and informal activities are designed to improve the health and well-being employees and reduce or eliminate personal problems affecting employee health and work productivity. Wellness programs have the potential to decrease absenteeism, improve productivity, improve employee retention, leads to a more energetic, positive and productive workplace, lower overall health care costs, and reduce on-the-job accidents and injuries. The current pandemic has further increased the need to support and encourage employees self-care.

The program was authorized from September to September each year. If all employees participate and ask for the full monthly reimbursement the annual cost would amount to a total of \$2,120. This year the MWSD employees used to date a total of \$594.84.

Recommendation:

Authorize up to \$2,120 of District funds for contributions to MWSD full time employee's participation in wellness activities of \$25 per month per employee after proof of payment by the employee.

Attachment



July 7, 2022

Clemens Heldmaier - mwsd@coastside.net
Tracy Beardsley - clerk.mwsd@coastside.net
Montara Water & Sanitary District

RE: ACWA JPIA 2022 Wellness Grant

Dear Clemens and Tracy,

Congratulations! The 2022 Wellness Grant Application for Montara Water & Sanitary District has been approved in the amount of \$272. Due to an overwhelming response this year, it was necessary for us to reduce the 2022 amounts awarded to 85% of the amount requested. We will send a check directly to your agency within 30 days of this letter.

Please follow the guidelines below to ensure proper use and documentation of wellness grant funds.

- Please save your receipts for your purchases. Once you have used the funds, submit them to the JPIA at jrech@acwajpia.com. All funds must be used by **June 23, 2023**.
- Safety equipment, services, and training are not considered eligible wellness grant expenses. However, wellness grant funds may be used to purchase face coverings for employees to help stop the spread of COVID-19. This does not include masks and respirators required by field employees as part of their job duties.
- Teambuilding events, while worthwhile, are not considered eligible wellness grant expenses, unless there is a fitness, nutrition or similar health component. If nutrition, please see food guidelines below and on the next page.
- Luncheons or food for staff will only be considered a reimbursable wellness grant expense if food or luncheon is composed of healthy food choices, **and** has a wellness component (e.g. a wellness speaker or wellness activity). Please see the attached for a list of sample food items eligible for Wellness Grant funds. We hope this will help generate some ideas for promoting healthy eating.

If you have any questions regarding your grant, please contact me at (916) 474-1773. Thank you for your participation.

A handwritten signature in black ink, appearing to read 'JR' or 'Jackie Rech'.

Jackie Rech
Employee Benefits Specialist

SAMPLE FOOD ITEMS ELIGIBLE FOR WELLNESS GRANT FUNDS

Focus should be on lean/healthy proteins, vegetables, fruits, nuts, whole grains, low fat cheese and items low in saturated fat and processed sugar.

Breakfast items:

- Whole fruit juices, such as orange, apple, grapefruit, pineapple, mango, coconut water, or fruit blend juices.
- Eggs
- Whole grain breads, English muffins, tortillas
- Veggie or Turkey Bacon/Sausage
- Whole grain cereals without sugar coating
- Fruit
- Oatmeal
- Reduced fat cottage cheese

Lunch items:

- Green or veggie salad
- Grilled chicken or fish
- Baked potato
- Sandwiches with whole grain bread, encouraging sensible condiments and plenty of veggies
- Vegetables
- Healthy Soups

Snacks: fruit, vegetables, whole grains, nuts, low fat cheese, pretzels.

You may provide healthy snacks with wellness grant funds without tying it to a wellness activity.

SAMPLE FOOD ITEMS INELIGIBLE FOR WELLNESS GRANT FUNDS

- Pizza
- Hamburgers
- Mexican food, unless an effort has been made to modify as a healthy option
- BBQ red meat

Below are some websites with information on healthy food options:


- [Weight Watchers Recipe page](#)
- [Fooducate](#)
- [Nutrition.gov](#)



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 4, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Review and Possible Action Concerning 2022
Water System Master Plan Update**

The Board has established the Montara Water & Sanitary District (District) policy to update the Water System Master Plan every five (5) years. The most recent Water System Master Plan was completed in 2017 and it is now due for a 2022 update.

The updated Master Plan would build on the existing document and include the following major components:

- Supply and demand analysis, including an updated evaluation of the supply reliability capacity, conservation measures, and current and future demands;
- Distribution system and storage capacity assessment utilizing the MWSD hydraulic model, and
- Development of a detailed 20+ year capital improvement program.

This effort will improve the resiliency and reliability of the water supply and better prepare the District to fortify its water supply portfolio and serve approved development in the service area.

RECOMMENDATION:

Authorize General Manager and District Water Engineer to initiate the work on the 2022 Water System Master Plan Update.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 4, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Review and Possible Action Concerning Local Agency Formation Commission Special District Member.

The Local Agency Formation Commission(LAFCo) is calling for nominations for the position as the independent special district alternate member for the upcoming four-year term ending May 2024. The position is currently vacant as the previous Alternate Member was appointed to a Regular Member position in June 2022.

Director Ric Lohman is currently holding one of the 2 positions for Special Districts. He suggests to nominate San Mateo County Harbor District Board Member Virginia Chang Kiraly. Nominations for the alternate member may be submitted in writing via mail, fax, or email by August 26, 2022.

The MWSD Board President is authorized to receive the electronic ballot and vote for MWSD in September.

RECOMMENDATION:

Authorize the board president and secretary to sign the attached letter and nominate Virginia Chang Kiraly as candidate for Alternate Special District Representative to the San Mateo County LAFCo.

Attachment



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>

8/4/2022

Local Agency Formation Commission

Rob Bartoli

455 County Center, 2nd Floor

Redwood City, CA 94063-1663

RE: Nomination of San Mateo County Harbor District board member Virginia Chang Kiraly as Alternate Special District Member on San Mateo LAFCo.

Dear Rob,

At the August 4 Montara Water and Sanitary District Board Meeting the board authorized the nomination of Virginia Chang Kiraly as Alternate Special District Member on San Mateo LAFCo.

Ms. Chang-Kiraly possesses all the skills and background necessary to perform in an exemplary manner.

Sincerely,

MWSD Board President

Scott Boyd

MWSD Secretary

Ric Lohman



LOCAL AGENCY FORMATION COMMISSION

455 COUNTY CENTER, 2ND FLOOR • REDWOOD CITY, CA 94063-1663 • PHONE (650) 363-4224 • FAX (650) 363-4849

Please forward to Board President

July 25, 2022

To: Presiding Officers/Board Presidents
Independent Special Districts, San Mateo County

Subject: Call for Nominations: Special District Selection Committee Mail Ballot to Elect Alternate Special District Member on San Mateo LAFCo Pursuant to Government Code Section 56332

As you know, San Mateo LAFCo is comprised of two county supervisor members appointed by the Board of Supervisors, two city council members appointed by the City Selection Committee (also known as the Council of Mayors), two special district members selected by the Special Districts Selection Committee (comprised of the presiding officers of the independent special districts), and one public member appointed by the six members of the Commission. An alternate for each type of membership is also selected in the same manner as regular members. Terms are four years ending on the first Monday in May and members serve until reappointed or their successor is appointed. Government Code Section 56332 directs that the LAFCo Executive Officer shall call a meeting or provide for mail ballot to appoint independent special district members to LAFCo to fill vacancies or expiring terms.

The purpose of this letter is to open the nomination period for the Independent Special District Selection Committee (SDSC) to fill the independent special district **Alternate Member position expiring May 2024**. This alternate member position is currently vacant, as the previous Alternate Member, Kati Martin, was appointed to a Regular Member position in June 2022.

In this case, it has been determined that the nomination and election of the alternate special district member shall be held by mail-in ballot processes. For the nomination period, LAFCo will accept written nominations on your district's letterhead signed by your board president or board-appointed alternate for the regular member position. No board action is necessary unless your board president is not able to participate.

Nominations for the alternate member may only be submitted in writing via mail, fax or e-mail and with the signature of the Special District President/Chair (or board-appointed alternate board member) and must be received by LAFCo **by 5:00 p.m. August 26, 2022**.

Once the nomination period is closed, the LAFCo Executive Officer will distribute a notice and mail ballots, requesting return of the ballot no later than 21 days from the date of the notice. Section 56332(c)(2) provides for distribution of mail ballots by certified mail or by electronic

COMMISSIONERS: MIKE O'NEILL, CHAIR, CITY ▪ ANN DRAPER, VICE CHAIR, PUBLIC ▪ HARVEY RARBACK, CITY ▪ DON HORSLEY, COUNTY
▪ WARREN SLOCUM, COUNTY ▪ KATI MARTIN, SPECIAL DISTRICT ▪ RIC LOHMAN, SPECIAL DISTRICT

ALTERNATES: VACANT, SPECIAL DISTRICT ▪ DIANA REDDY, CITY ▪ JAMES O'NEILL, PUBLIC ▪ DAVE PINE, COUNTY

STAFF: ROB BARTOLI, EXECUTIVE OFFICER ▪ TIM FOX, LEGAL COUNSEL ▪ ANGELA MONTES, CLERK

mail with the consent of the district. For both expediency and cost savings it is hoped that districts will consent to distribution of the ballots by electronic mail. To this end, it is requested that your District return the attached "Authorization to transmit the LAFCo Special District Member Ballot by Electronic Mail" and provide LAFCo with the desired email address for distribution of the ballot.

In summary, nominations are now open for the independent special district Alternative Member position with term ending May 2024 and we need your district's authorization to transmit an election ballot via email.

Board presidents or board-appointed alternates are requested to complete the following two steps:

1. Submit written nominations for the Alternate Special District LAFCo member on your district's letterhead with your signature or that of a board-appointed alternate.
2. Complete and submit the "Authorization to transmit the LAFCo Special District Member Mail Ballot by Electronic Mail."

You must return your authorization form and all nominations to LAFCo no later than 5:00 pm, Friday, August 26, 2022.

If you have questions concerning this process, please contact me directly.

Sincerely,

Rob Bartoli
Executive Officer

Attachment: Authorization Form

San Mateo LAFCo Fact Sheet

Distribution: Presiding Officers of Independent Special Districts in San Mateo County



Rob Bartoli, Executive Officer
 rbartoli@smcgov.org
 www.sanmateolafco.org

Purpose of LAFCo

Created by the California legislature in 1963, LAFCo is a State-mandated, independent commission with countywide jurisdiction over changes in organization and boundaries of cities and special districts including annexations, detachments, incorporations, and formations. As required by State law, LAFCo adopts a net operating budget, which is apportioned in thirds to the County of San Mateo, the 20 cities in the County, and 21 of the 22 independent special districts; the majority of the Midpeninsula Regional Open Space District territory is located in Santa Clara County and the District is under the funding mandate for Santa Clara LAFCo.

The Commission has responsibility in the following areas affecting local government in the County:

1. To discourage urban sprawl and encourage the orderly growth and development of local government agencies;
2. To prevent premature conversion of agricultural and open space lands;
3. To review, approve, or disapprove proposals for changes in the boundaries and organization of the 20 cities, 22 independent special districts, and 33 active County-governed special districts, plus incorporations of cities and formations of special districts;
4. To conduct municipal service reviews and establish and periodically update spheres of influence – future boundary, organization, and service plans – for the County, cities, and special districts; and
5. To perform and assist in studies of local government agencies with the goal of improving efficiency and reducing costs of providing urban services.

Commission Roster

The Commission is made up of two members of the County Board of Supervisors, two members of city councils from cities in the County, two board members of independent special districts in the County, a public member, and four alternate members (County, city, special district, and public). The Commission contracts with the County of San Mateo for staff, facilities, and legal counsel. The Executive Officer serves in the administrative capacity, which includes staff review of each proposal, sphere of influence studies, and assistance to local agencies and the public.

Commissioner	Member Type	Term Expires
Mike O'Neill, Chair	City	May 2026
Ann Draper, Vice Chair	Public	May 2026
Harvey Rarback	City	May 2025
Don Horsley	County	May 2022
Kati Martin	Special District	May 2026
Warren Slocum	County	May 2024
Ric Lohman	Special District	May 2024
Vacant	Alternate Special District	May 2024
Diana Reddy	Alternate City	May 2023
James O'Neill	Alternate Public	May 2026
Dave Pine	Alternate County	May 2024

Commission Meetings

1. LAFCo meetings are held on the third Wednesday of odd-numbered months (January, March, May, July, September, November) at 2:30 pm in the Board of Supervisors' Chambers at the Hall of Justice, 400 County Center, Redwood City. Extra meetings may be held as needed.
2. If an agenda item is of interest to you, the Chair will call for comments from the audience when the item is ready for discussion. Please complete a speaker slip available on the table in the foyer and give it to the Commission Clerk to assist the Chair in organizing the progress of the hearing.
3. When addressing the Commission, please proceed to the microphone and state your name, the organization you are representing, or your city of residence for the Clerk.

Independent Special Districts in San Mateo County as of 4/25/22
For Purposes of voting for Special District Members on LAFCo

Bayshore Sanitary District
Broadmoor Police Protection District
Coastside County Water District
Coastside Fire Protection District
Colma Fire Protection District
East Palo Alto Sanitary District
Granada Community Services District
Highlands Recreation District
Ladera Recreation District
Menlo Park Fire Protection District
MidPeninsula County Water District
Montara Water and Sanitary District
North Coast County Water District
Peninsula Health Care District
San Mateo County Harbor District
San Mateo County Mosquito Abatement District
San Mateo County Resource Conservation District
Sequoia Health Care District
West Bay Sanitary District
Westborough County Water District
Woodside Fire Protection District

Note: Midpeninsula Regional Open Space District is not included because the majority of the District's territory is located in Santa Clara County.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 4, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: General Manager's Report

Operations Report July 2022

811 Dig Alerts

- 7/6/22-1339 Ivy. Work to install fence. No water within USA marks.
- 7/8/22- 651 Franklin, Work to install utility pole and anchor. Water marked.
 - 419 7th, Work to install drain line. Checked area, no water lines to mark.
 - 1339 Ivy. Work to install fence. Checked area, no water lines to mark.
 - 111 San Lucas. Work to install ground rods near electrical main. Marked service line.
- 7/11/22-1006 Birch, Work for stump grinding. Service line marked.
- 7/12/22- 419 7th, Work to install drain line. Checked area, no water lines to mark.
 - 111 San Lucas. Work to install ground rods near main electrical panel. Checked marks.
 - 403 3rd, Work for piers and grading foundation. No water.
- 7/13/22- 524 Stetson, Work to install ground rods near main electrical panel.
 - 520 Franklin, Work to remove driveway. Main marked at edge of USA marks.
- 7/18/22- 871 Kelmore, Install and remove test piles. Checked area, no water lines to mark.
 - 837 Stetson, Install deck footings and stump grinding. Checked area, no water lines to mark.
 - 20 Afar Way, work to install grounding rod. Checked area, no water lines to mark.
- 7/19/22- 2166 Vallemar, Work to install grounding rods. Checked area, no water lines to mark.
 - Juliana x Vallemar, Dig to install plants, Checked area and touched up marks.
- 7/20/22- 1301 Alamo, Work to install fence posts. Checked area, no water lines to mark.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 4, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

- 7/21/22- 1841 Sunshine Valley road, Work to install foundation. Main marked at edge of USA area.
- 7/26/22- Farallon x 2nd. Work for grading of ruts with picks, shovels, tiller. PG&E. Area checked no water lines to mark.
 - 600 Sierra. Work to dig and repave driveway. Area checked, no water lines to mark.
- 7/28/22- 1620 Sunshine Valley Road. Work to replace culvert. Water marked within USA marks.
 - 1585 Sunshine Valley Road. Work to replace culvert. Water marked within USA marks.

Work Orders

- 7/1/22- 2132 Vallemar, High usage investigation. Meter spinning indicating ongoing leak. Water shut off at meter, left door tag, left message for customer.
 - 1299 Grant. Customer requested profile. profile emailed to customer.
- 7/5/22- 1896 SSVR, customer received leak notice, profile taken, and customer notified.
- 7/6/22- 640 Vue De Mar. customer received leak notice, profile taken, and customer notified.
- 7/11/22- 501 Farallone, customer complaint for low water pressure. Pressure and flow tested at house and nearest hydrant. Old Mueller meter in place and could not shut off meter stop. Recommendation to have a plumber check house PRV.
 - 848 Buena Vista, Customer received leak notice and requested a profile be taken. Profile taken and customer notified.
- 7/12/22- 391 6th, MOVO. Final read taken, door tag left and water turned off at meter.
- 7/13/22-25 Bernal, Install construction meter.
 - 601 Admiral, Customer received leak notice and requested profile. Profile taken and customer notified of findings.
 - 391 6th, Customer requested that water be turned on and new account be made. Water turned on at meter and start read taken.
 - 459 5th. MOVO. Final read taken.
- 7/14/22-610 Vermont, MOVI. Final read taken and water turned on at meter.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 4, 2022**

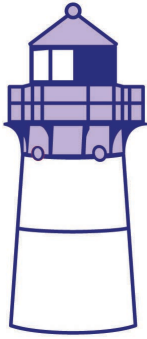
TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

- 7/15/22- 854 San Ramon, MOVO. Final read taken.
 - 452 5th. MOVO. Final read taken.
 - 551 Kelmore. Customer requested meter profile for last billing period. Profile taken and findings reported to customer.
 - 1271 Cedar. Customer requested a profile be taken. Meter face does not indicate a leak. Old meter cannot log data due to dead battery, customer informed and also told to contact MWSD if they still notice anything suspicious.
- 7/18/22-501 Farallone. Customer installed new pressure regulator and experiencing low water pressure issues. Operator dug out meter box to pull meter and check water flow from main and found a second pressure regulator buried in need of replacement. Water flow unobstructed from main to meter.
- 7/19/22-1199 Date. MOVO. Final read taken, no door tag, leave water on.
- 7/20/22- 11 Juliana. MOVO. Final read taken, no door tag, leave water on.
 - 1011 Park Way. Customer requested a meter profile. Profile taken and worked because meter is only 4 years old. Customer notified of findings.
- 7/22/22- 730 Sierra. MOVO. Final read taken, no door tag needed, and water left on.
 - 1004 Acacia. MOVO. Final read taken, no door tag, leave water on.
- 7/28/22- 25 Bernal. New 1.5" PFDP meter installed.

After Hours Call Outs

- 7/2/22 – High Turbidity at Alta Vista Treatment Plant, raised poly to lower turbidity.
- 7/3/22- Leak at 8800 Cabrillo highway meter. Running at 1gpm, diagnosed to be down by saddle and would be able to last till Tuesday.
- 7/5/22 – High turbidity and Low chlorine at Alta Vista Treatment plant. Shut down to make further repairs on Wednesday morning.
- 7/10/22- 333 Cypress leaking PFP. Pressure relief valve leaking, water shut off at street to isolate PFP. After water shut off was verified both gate valves on PFP closed and valve opened in street to reenergize.
- 7/11/22- low post cl2 AVTP. Full breakdown and clean/rebuild of post cl2 system.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 4, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

Repairs and Leaks

- Lighthouse 1.5" service line leak at 180 psi. Had to carefully repair with additional thrust blocks while coordinating with Lighthouse guests for minimal outages.

Miscellaneous

- 7/25/22- Alta Vista Treatment Plant manual backwash
- Old work truck replacement effort. G.M., Ford, and Dodge fleet sales contacted and awaiting new prices for 2 trucks.
- Reorganized spoils piles in yard with the help of excavator, separated asphalt & concrete debris

Maintenance

- 7/19/22- Pillar Ridge treatment plant aerator complete break down and detailed cleaning. Drained and wash raw water inlet settling basin.
- 7/25 &-Wagner Well meter replacement project. New spool welded and painted to accommodate new meter. New VFD installed and change of state alarm programed.
- 7/29/22- monthly flushing program for 9630 Cabrillo Hwy.
Bi-monthly flushing program for Big Wave development.

Newsletter: The new August/September edition of MWSD's newsletter is attached to this report.

GM Leave: The General Manager will be out of the office on August 5.

Covid-19: MWSD offices remain closed to the public since March 16, 2020. SOP's for Covid-19 office and employee safety were updated since new health orders were issued. MWSD operations is working at full capacity always adhering to social distancing guidelines.

RECOMMENDATION:

This is for Board information only.

Attachment



Montara Water & Sanitary District

Staying Ahead of our Local Community Needs

Montara Water and Sanitary District (MWSD) works every day to deliver water, garbage and sewer services for the residents of Montara and Moss Beach. Over 6,000 residents rely on our services for their homes and businesses.

August -
September 2022

News for You: Maintaining Our Water Infrastructure;
Wise Water Use Practices

Maintaining Our Water Infrastructure

While we continue to monitor this drought and assist customers with leaks, our small but mighty MWSD staff continue work to maintain the critical water infrastructure we rely on.

In June, staff worked with our contractor to complete rehabilitation work at our Alta Vista Well. Placed in service in 2007, Alta Vista is 15 years old and is in almost daily operation. So far in 2022, it has already produced over 11 million gallons of water for our community. To ensure a long and productive service life, we focus on staying ahead of maintenance and replacement of critical components.

This year early work started the coordination of video inspections and water quality sampling. Before work at Alta Vista could start, staff prepared and placed in service auxiliary wells to offset the missing water production while Alta Vista maintenance was underway. Rehabilitation work included removal of the well pump, well head, and well column, installation of a brand new pump motor and replacement well head.

While work occurred at the Alta Vista well, we also refurbished three pressure reducing valve stations - which are critical to reducing and managing pressure as your drinking water flows downhill from our storage tanks at higher elevations. These stations had



Pressure Reducing Valve Station

Always Practice Wise Water Use

These Stage 1 water management measures are always in place to protect our water supplies:

- Irrigate outdoor areas in early morning or late evening.
- Don't allow water to run-off your property.
- Don't over water! Fix leaks within 5 days!
- Don't hose down cars, equipment or driveways. Wash your car at a car wash that recycles water.
- No washing of streets, parking lots and buildings*.
- Use automatic shut-off devices on hoses.
- No fill or refill of swimming pools, spas, artificial lakes, ponds or streams*.
- No outdoor water use of any kind during power outages.

**except as necessary for public health or fire protection*

Want to do more? Consider taking a Stage 2 Action:

- Set your automatic sprinkler system timers to operate during off-peak hours between 10:00 p.m. and 6:00 a.m.
- Chose not to irrigate on Saturdays or Sundays
- If you operate a restaurant, only serve water on request.

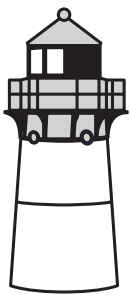
deteriorated due to age and exposure to our coastal environment. We also undertook trail maintenance to ensure safe access to our Montara Creek surface water diversion structure.

And the work continues! Work is also underway to deepen our Portola 4 Well and improve longterm production.

We're always happy to share the work thats underway. Please feel free to reach out when you see work in your neighborhood.

As our community continues its recovery from COVID-19, MWSD is committed to providing safe public access via ZOOM teleconference for our regularly scheduled public meetings for the foreseeable future.

Board Meetings on the 1st and 3rd Thursday of each month at 7:30 p.m. at 8888 Cabrillo Highway, Montara.
Call: (650) 728-3545 Email: mwsd@coastside.net Visit: mwsd.montara.org



Montara Water & Sanitary District

Un paso adelante de las necesidades de nuestra comunidad local

Montara Water and Sanitary District (MWSD) trabaja todos los días para brindar servicios de agua, recolección de residuos y alcantarillado a los residentes de Montara y Moss Beach. Más de 6,000 residentes dependen de nuestros servicios para sus hogares y empresas.

Agosto -
Septiembre de 2022

Novedades para usted: Mantenimiento de nuestra infraestructura de agua; prácticas de consumo inteligente de agua

Mantenimiento de nuestra infraestructura de agua

Mientras seguimos vigilando esta sequía que nos aqueja y ayudando a los clientes a controlar sus fugas de agua, nuestro pequeño pero poderoso personal del MWSD sigue trabajando para mantener la crítica infraestructura de agua de la que dependemos.

En junio, el personal trabajó con nuestro contratista para finalizar las obras de rehabilitación de nuestro pozo de Alta Vista. Puesto en servicio en 2007, Alta Vista tiene 15 años y opera prácticamente todos los días. En lo que va de 2022, ya ha producido más de 11 millones de galones de agua para nuestra comunidad. Para garantizar una vida útil larga y productiva, nos concentramos en anticipar el mantenimiento y el reemplazo de los componentes críticos.

Este año, los trabajos iniciales comenzaron con la coordinación de las inspecciones por video y el muestreo de la calidad del agua. Antes de que pudieran comenzar los trabajos en Alta Vista, el personal preparó y puso en servicio pozos auxiliares para compensar la falta de producción de agua mientras se realizaban las tareas de mantenimiento de Alta Vista. Las obras de rehabilitación incluyeron la extracción de la bomba del pozo, el cabezal del pozo y la columna del pozo, la instalación de un nuevo motor de la bomba y del cabezal del pozo de reemplazo.

Mientras se realizaban las obras en el pozo de Alta Vista, también renovamos tres estaciones de válvulas reductoras de presión, las cuales son fundamentales para reducir y controlar la presión a medida que el agua potable fluye cuesta abajo desde nuestros tanques de almacenamiento



Estación de válvulas reductoras de presión

Siempre siga prácticas de consumo inteligente de agua

Estas medidas de administración del agua de la Fase 1 se aplican siempre para proteger nuestros suministros de agua:

- Riegue las áreas al aire libre temprano en la mañana o tarde en la noche.
- No permita que el agua escurra de su propiedad.
- ¡No riegue en exceso! ¡Repáre las fugas en un plazo de 5 días!
- No lave con manguera los automóviles, el equipo ni las entradas de vehículos. Lave su automóvil en un lavado de autos que recicle el agua.
- No lave las calles, estacionamientos ni edificios*.
- Utilice dispositivos de cierre automático en las mangueras.
- No llene ni rellene piscinas, jacuzzis, lagos artificiales, estanques ni arroyos*.
- No use agua exterior de ningún tipo durante los cortes de energía.

**excepto cuando sea necesario por motivos de salud pública o de protección contra incendios*

¿Quiere hacer más? Considere la posibilidad de llevar a cabo una Medida de la Etapa 2:

- Programe los medidores de tiempo de su sistema de riego automático para que funcionen durante las horas de menor consumo de agua, entre las 10:00 p.m. y las 6:00 a.m.
- Decida no regar los sábados ni los domingos.
- Si tiene un restaurante, solo sirva agua cuando se la pidan.

situados a mayor altura. Estas estaciones se habían deteriorado debido a su antigüedad y a la exposición a nuestro entorno costero. También llevamos a cabo el mantenimiento de senderos para garantizar un acceso seguro a nuestra estructura de desviación de aguas superficiales de Montara Creek.

¡Y el trabajo continúa! También estamos trabajando para profundizar nuestro pozo Portola 4 y mejorar la producción a largo plazo.

Siempre nos da mucho gusto comunicarles a nuestros clientes el trabajo que estamos llevando a cabo. No dude en ponerse en contacto con nosotros cuando vea obras en su comunidad.

Dado que nuestra comunidad continúa recuperándose de la pandemia de COVID-19, MWSD tiene el compromiso de brindar un acceso seguro al público a través de teleconferencias por ZOOM a nuestras reuniones periódicas programadas en el futuro próximo.

Las reuniones de la junta tienen lugar el 1er y el 3er jueves de cada mes a las 7:30 p.m. en 8888 Cabrillo Highway, Montara.

Llame al: (650) 728-3545

Email: mwsd@coastside.net

Visite: mwsd.montara.org