



MONTARA WATER & SANITARY DISTRICT

Serving the Communities of Montara and Moss Beach

P.O. Box 370131
8888 Cabrillo Highway

Tel: (650) 728-3545
Fax: (650) 728-8556

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

AGENDA

Regular Meeting
District Board of Directors
8888 Cabrillo Highway
Montara, California 94037

July 18, 2013 at 7:30 p.m.
(Regular Meeting)

CALL TO ORDER

ROLL CALL

PRESIDENT'S STATEMENT

ORAL COMMENTS (Items other than those on the agenda)

PUBLIC HEARING

CONSENT AGENDA

1. Approve Minutes for Meeting of June 6 and June 20, 2013.
2. Approve Financial Statements for May 2013.
3. Approve Warrants for July 1, 2013.
4. SAM Flow Report for May 2013.
5. Monthly Review of Current Investment Portfolio.
6. Connection Permit Applications Received.
7. Monthly Water Production Report for May 2013.
8. Rain Report.
9. Solar Energy Report.

OLD BUSINESS

1. Review and Possible Action Concerning Revisions to Accounting System and Monthly Financial Statements.
2. Review and Possible Action Concerning Draft Water and Sewer Budgets.

NEW BUSINESS

1. Review and Possible Action Concerning SCADA System Upgrades.
2. Review and Possible Action Concerning Draft Water Rate Study.
3. Review and Possible Action Concerning Requests for Proposals to Rehabilitate District Production Wells.
4. Review and Possible Action Concerning Schoolhouse Tank Construction Update.
5. Review and Possible Action Concerning Abandonment of Easement for Water Main at 138 Seacliff St.
6. Review and Possible Action Concerning Reconsideration of Treasurer Position.

REPORTS

1. Sewer Authority Mid-Coastside Meetings (Harvey)
2. MidCoast Community Council Meeting (Slater-Carter)
3. ACWA Board of Directors Report (Ptacek)
4. CSDA Report (Slater-Carter)
5. Integrated Regional Water Management Plan (Ptacek)
6. Attorney's Report (Schricker)
7. Directors' Reports
8. General Manager's Report (Heldmaier)

FUTURE AGENDAS

ADJOURN

AGENDA – SPECIAL MEETING (6:30 p.m.)

CALL TO ORDER

ROLL CALL

ORAL COMMENTS (Items other than those on the agenda)

CONVENE IN CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS

(Gov't. Code §54957.6)

Agency designated representatives: Clemens Heldmaier, General Manager; Austris Rungis, IEDA

Employee Organization: International Union of Operating Engineers, Local 39

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Gov't. Code §54956.8)

Property: Parcel(s) to be determined within property owned by the State of California (Department of Transportation) located within District Boundaries

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

Negotiating Parties: California Department of Transportation

Under Negotiation: Price and terms of payment

Property: Wireless communications lease site

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

Negotiating party: STC Five, LLC (Sprint)

Under negotiation: Price and terms of payment

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

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

Negotiating Party: Millenium Housing

Under Negotiation: Price and terms of payment

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation (Gov't. C. §54956.9(b))

Number of cases: 1

RECONVENE IN OPEN SESSION AND ADJOURN TO CONVENE FOR REGULAR MEETING

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

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



MONTARA WATER & SANITARY
DISTRICT

BOARD OF DIRECTORS SPECIAL MEETING
June 6, 2013

MINUTES

REGULAR SESSION BEGAN AT 8:03 PM.

CALL TO ORDER

ROLL CALL

Directors Present: Boyd, Harvey, Slater-Carter, and Thollaug
Director Ptacek was present by teleconference
Directors Absent: None
Staff Present: General Manager, Clemens Heldmaier,
District Clerk, Judy Gromm
Others Present: District Counsel, Dave Schricker
District Water Engineer, Tanya Yurovsky

PRESIDENT'S STATEMENT – None

ORAL COMMENTS -

Hale' Lynn Guerra , a resident of San Francisco noted she had the opportunity to talk to the Water Engineer and a Director prior to the meeting and had most of her questions answered regarding a water connection on Date Street. Hale' explained she had been working on purchasing this piece of property on Date Street for quite some time and needed some questions answered because there is a non-certified well on the land and she will have to connect to the water system to have water. She could have the well inspected and certified, but what if the amendment passes at the same time. She will be out quite a bit of money. This situation is creating a problem! Haley intends to make phone calls to the County in support of passing the amendment.

PUBLIC HEARING - None

CONSENT AGENDA –

1. Approve Minutes for Meetings of May 2 and May 16, 2013.
2. Approve Financial Statements for April 2013.
3. Approve Warrants for June 1, 2013.

4. SAM Flow Report for April 2013.
5. Monthly Review of Current Investment Portfolio.
6. Connection Permit Applications Received.
7. Monthly Water Production Report.
8. Rain Report.
9. Solar Energy Report.

Director Thollaug moved to approve the Consent Agenda. Director Boyd seconded the motion. All Directors were in favor and the motion passed unanimously.

OLD BUSINESS –

1. Review and Possible Action Concerning Revisions to Accounting System and Monthly Financial Statements.

General Manager Heldmaier reported in late January 2013 the District engaged with Maze & Associates for accounting services. At the May 16th meeting, Maze submitted a full set of March Financial Statements for review by the board. This time the April Financials have been submitted and are attached.

The finance committee agreed to the previously discussed changes to the labor sections of the chart of accounts and the new chart of accounts was implemented in Quickbooks. A new budget format conforming to the changes in the chart of accounts is in preparation.

Director Thollaug noted Maze and Associates have been very responsive to the District's needs. This has been a very complex process and is coming together well.

NEW BUSINESS -

1. Review and Possible Action Concerning Water and Sewer Capital Improvement Programs.

General Manager Heldmaier reported the District usually considers the Water and Sewer Capital Improvement Programs (CIPs) in conjunction with the Budgets. Due to this year's restructuring of the financials the budgets will be presented at a later meeting. Staff has prepared draft CIP's that allow the Board to get an overview of the District's need for future infrastructure projects and associated costs.

Sewer:

District Sewer Engineer Pippin Cavagnaro reviewed the draft CIP List with the Board.

Director Thollaug explained what he would like to see on the Capital Budget is what was planned, what was spent and if it is not spent but the District still intends to do the project, it would then become a part of the capital plan for the following year. Director Thollaug requests a plan that is detailed enough to allow him to perform his fiduciary responsibility.

General Manager Heldmaier explained we are not trying to approve the CIP tonight. The document is giving us an idea of the anticipated level of spending, and feeling more comfortable setting rates at the next meeting. Then, we can adjust the CIP accordingly.

Water:

Lou Wall, a resident of Montara reported on a situation he believes warrants priority. Mr. Wall reported the service line that was just repaired on 4th Street has been in service since the 1940's and has been repaired several times. There are two blocks that need to be replaced.

General Manager Heldmaier reported the District is aware of this situation and had to abandon the project due to the re-surfacing the County had done in that area. This is one of our high priority projects for next fiscal year.

District Water Engineer, Tanya Yurovsky was on hand to answer questions regarding the Water CIP.

Director Thollaug noted he would expect would be a tie out between balance sheet and the funds that are being identified in the Existing Customer Capital Fund and New Customer CIP. (Reimbursements) These are investments against that fund that will be reducing those funds and increasing assets.

General Manager Heldmaier noted this would essentially require us to modify the balance sheet to reflect the difference between existing and new customers in terms of reserves. General Manager Heldmaier will work with Tim Krisch regarding how to handle this issue.

2. Review and Possible Action Concerning Establishing a Public Hearing Regarding Placement of Sewer Service Charges, Delinquent Refuse Collection Charges and Water Service Charges on Tax Roll.

General Manager Heldmaier reported the Health and Safety Code requires that in order for sewer service charges and delinquent water and refuse collection charges to be placed on the property tax roll the

Board must adopt a resolution advising of its intention to do so. In addition, a public hearing must be held at which time anyone who believes their charge to be in error has the opportunity to be heard by the Board. This public hearing must be noticed (attached in the local newspaper for two successive weeks before the hearing.

Director Boyd moved to authorize the General Manager to publish the attached public notices in the Half Moon Bay Review on two successive dates prior to the June 20 public hearing. Director Ptacek seconded the motion. All Directors were in favor and the motion passed unanimously.

3. Review and Possible Action Concerning Approving a Notice of Public Hearing for Revisions to the Master Fee Schedule.

General Manager Heldmaier reported in order for a revision of the Master Fee Schedule the Board must adopt a resolution advising of its intention to do so. In addition, a public hearing must be held at which time anyone who believes their charge to be in error has the opportunity to be heard by the Board. This public hearing must be noticed in the local newspaper for two successive weeks before the hearing.

Director Ptacek moved to authorize the General Manager to publish the attached public notices in the Half Mon Bay Review on two successive dates prior to the June 20 public hearing. Director Boyd seconded the motion. All Directors were in favor and the motion passed unanimously.

4. Review and Possible Action Concerning Proposed Sale of Surplus air Compressor and Related Equipment.

With the purchase of the water system from California American the District received an air compressor and related equipment that has been used only on rare occasions. District certified contractors perform necessary asphalt cutting or similar work for infrastructure improvement projects and emergency repairs. In addition the District owns a cutting saw that can be used instead of jackhammers. The air compressor is difficult to start, dangerous to operate and due to the state of the high pressure hoses currently unsafe. The equipment takes up one garage space of the water operation shop that could be used to house the designated leak truck.

Director Slater-Carter wanted verification that the District was going to sell the generator as-is.

The Board engaged in a discussion regarding offering the compressor to North Coast County Water or neighboring agencies in the spirit of cooperation.

Director Slater-Carter suggested making a phone call to North Coast County Water District regarding an offer of the as-is compressor.

Director Boyd motioned authorize the offer of title of the compressor to North Coast County Water District. Director Harvey seconded the motion.

Directors Boyd, Harvey, Slater-Carter and Thollaug were in favor. Director Ptacek was opposed.

5. Review and Possible Action “Concerning Award of Contract for the Construction of the Schoolhouse Tank West and Demolition of the Existing Concrete Tank.

General Manager Heldmaier reported the Montara Water and Sanitary District Schoolhouse Tank Replacement Project had been in planning stages since 2003, as the roof of the tank was in poor condition when the District first acquired the Water system. The Project is included in the District’s Public Works Plan (PWP) that was approved and certified by the California Coastal Commission (CCC) in 2009. Last year, the District has successfully completed the first phase of the project, new Schoolhouse Tank East.

The implementation of the Project includes all earthwork, the construction of a retaining wall, demolition of the existing concrete tank and the installation of a welded carbon steel tank with associated yard piping. The Project, referred to as the *Schoolhouse Tank Project – Phase I: New West Tank* in all bid documents, was advertised for bidding on May 3, 2013. On May 31, 2013, MWSD received three contractor bids for the Project. The District Water Engineer reviewed the submitted bids for compliance with all specifications, checked references, and recommends awarding the contract to Paso Robles Tank, Inc. as the lowest responsive and responsible bidder.

Director Boyd moved to adopt the next resolution in line, a resolution of the Montara Water and Sanitary District accepting Bid for the Schoolhouse Tank Project – Phase 2: New West Tank, Declaring Lowest Responsible Bidder for Said Work, Rejecting All Other Bids Approving and Authorizing Execution of Agreement for Said Work, and Directing Return of Security Deposits. Director Ptacek seconded the motion.

All Directors were in favor and the motion passed unanimously.

6. Review and Possible Action Concerning Tank Inspection Report.

General Manager Heldmaier reported as required by the District's Bid Documents and One-Year Warranty from the construction contractor, staff has performed an inspection of the new Schoolhouse Tank East for integrity of coatings inside and outside the tank and its structural integrity.

The tank's inspection has been successfully completed on May 23, 2013. Overall, the Schoolhouse Tank East was reported in good operating condition. The structural integrity of the tank was good as evidenced by the recording. The inspection recorded a few minor rust spots on the internal ladder support braces, bolts on the outlet pipe, and the sample port. The rust spots in these locations present no threat to the tank structure and or quality of the water inside the tank. The installer recommends that the cathodic protection system be inspected annually to prevent future corrosion.

The existing Alta Vista Tank appeared in fair condition considering its age. The two issues of concern were noted during the inspection:

1. The tank floor shows signs of corrosion termed by the inspection company as "tuberculations". Staff will measure the floor plate thickness with a rented ultrasonic thickness gauge to estimate the thickness of the remaining floor plate and determine the timing of the rehabilitation work for this tank. Most likely, the tank will be taken out of service and inspected in 2014 after the new Alta Vista Tank goes on line.
2. A single dent most likely caused by a bullet impact was discovered on the tank wall. The thickness in the location will also be measured to determine if an immediate external repair is needed.

7. Review and Possible Action Concerning Approval of Ground Sublease/Water Extraction Agreement with San Mateo County.

Following extensive negotiations with the county and the federal Aviation Administration (FAA), which assumed ownership of the well sites during the pendency of the negotiations, a proposed sublease between the County and the District and a lease of the well sites between the County and the FAA have been developed by the agencies' staffs. The sublease provides for an initial term of twenty (20) years and two (2) consecutive options to renew for an additional 10 years each. Initial base rental for the sites is computed at 25¢ per square foot or \$1,641.00 per quarter with CPI adjustments commencing on July 1, 2017. A well service fee is included at the rate of \$1500 per operating well per quarter, but is not payable if a well is

not in operation. A water extraction fee is also payable based on the amount of water extracted per well per quarter. That fee is calculated by formulae that provide for fees over the term of the sublease significantly below that formerly paid under the revocable permit. Furthermore, in light of the District's development of additional water supplies since acquiring the system, reliance on the Airport wells has diminished and the extraction fee payments will be significantly more under the control of the District than the past. The County Board of Supervisors approved the FAA/County Lease and the District/County sublease at its meeting on June 4, 2013.

Director Ptacek moved to approved A Resolution of the Montara Water and Sanitary District Approving and Authorizing Execution of Ground Sublease/Water Extraction Agreement with County of San Mateo. (Half Moon Bay Airport Well Sites). Director Boyd seconded the motion.

All Directors were in favor and the motion passed unanimously.

8. Review and Possible Action Concerning Cancellation of Regular Scheduled Meeting July 4, 2013.

General Manager Heldmaier reported Staff anticipates the need for the next regular scheduled meeting on July 20th. However, the first regular scheduled meeting in July falls on July 4.

REPORTS

1. Sewer Authority Mid-Coastside Meetings (Harvey)

Director Harvey reported he is on the committee regarding the labor negotiations of the general manager. Director Harvey will report on the results at the next MWSD Board meeting.

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

3. ACWA Board of Directors Report (Ptacek) – Director Ptacek reported He picked up some very good information from the convention he attended and will share it with the General Manager and Board members.

4. CSDA Report (Slater-Carter) – None

5. Integrated Regional Water Management Plan (Ptacek) – Director Ptacek reported there had been a meeting regarding the agreement today at CCWD. There was talk about hoses and or pipes over the ground, which is just not feasible at this time. A discussion of a permanent intertie then took place. CCWD is willing to participate in looking into this.

Director Thollaug reported his understanding is that this agreement is about a temporary meter. The provisions are clearly we bridge on an emergency situation. Director Thollaug puts tremendous priority and value on local control, and what this board had done to securing that water resource and developing it. The notion he has heard around the board

table that an intertie is a precursor to us being taken over, he just can't buy. He respects each and every Board member, but just can't agree with that. If we don't address the notion of interties, if something catastrophic happens, the result could be the loss of human life which could put us in a worse position. Director Thollaug wants to raise this dialogue to enhance our creditability and stewardship of our water resource in this community. Director Thollaug wants to put on the table that our local destiny and control is an issue for us and wants to make sure that this would contribute to anything to reduce that.

Director Boyd noted that Director Thollaug had raised some very good points. What is missing is the factual basis that has been established over a number of years. We have talked about this for years and have done studies on this very subject. Plan of record for the Local Agency Formation Commission, is consolidation, plan of record for San Mateo County is consolidation, plan of record for CCWD is consolidation. Direct work with North Coast County and Coastside County Water District has been to advance these goals. Do not be confused about the agenda.

Director Ptacek noted while it can be planed or desired, it is just that. Consolidation cannot happen by being forced.

Director Slater-Carter would like to see this subject as an agenda item.

Director Harvey motioned to continue the meeting for an additional 30 minutes. Director Boyd seconded the motion.

All Directors were in favor and the motion carried unanimously.

Director Boyd is happy to talk about ways to help, without consolidation.

Director Thollaug would like SRT to look into this issue in hopes the results will help give the Board a clearer understanding of what needs to be done to implement the intent of this project.

6. **Attorney's Report (Schricker)** – District Counsel Schricker checked the Brown Act and reported having 3 Board Members in attendance and 2 teleconferencing at the next meeting would be considered a quorum.
7. **Directors' Reports** – Director Ptacek reported he now had the formulas for the Recology contract and passed out this information to the Board members.

Director Harvey reported the Rate Committee got together and talked about what kind of people live in this community. Bill Kehoe was going to look into how many large families live in the area and how a different rate structure could help them.

8. **General Manager's Report (Heldmaier)** – None

FUTURE AGENDAS- Integrated Regional Water Management Plan.

REGULAR MEETING ENDED at 11:35 P.M.

Respectfully Submitted,

Signed _____
Secretary

Approved on the 20th of July, 2013

Signed _____
President



MONTARA WATER & SANITARY

DISTRICT

BOARD OF DIRECTORS SPECIAL MEETING

June 20, 2013

MINUTES

REGULAR SESSION BEGAN AT 8:03 PM.

CALL TO ORDER

ROLL CALL

Directors Present: Boyd, Harvey, and Thollaug
Director's Slater-Carter & Ptacek were present by
teleconference

Directors Absent: None

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

Others Present: District Counsel, Dave Schricker

PRESIDENT'S STATEMENT – None

ORAL COMMENTS -

Bill Kehoe thanked Directors Harvey and Ptacek and General Manager Heldmaier for meeting with him regarding Rate Committee issues. Mr. Kehoe had a discussion with the Coastside Hope staff in regards to families on the coast having problems paying their water bills. Bill sent a follow up letter to the committee members regarding the meeting.

When the committee meets with Bartle Wells, Mr. Kehoe requested to be included.

Director Harvey announced that New Business Item 1 would be the next item up for discussion.

NEW BUSINESS -

- 1. Review and Possible Action Concerning Draft Water and Sewer Budgets.**

General Manager Heldmaier reported to allow for setting of the sewer rates at tonight's meeting staff prepared a draft sewer budget. At the last meeting a draft capital improvement program was presented that showed that a similar amount of capital investments is anticipated next fiscal year.

Staff received from the finance committee two slightly different rate suggestions from the finance committee members. One for a two percent rate increase and one for a three percent increase.

The current sewer service charge rate is 37.072. This year, sewer flows are so similar to last year's that without a rate increase the revenue would be \$1,933,205, a \$1,205 increase.

With a 2% increase, revenue would be \$1,971,904.

With a 3% increase, revenue would be \$1,991,017.

Last year's increase was 4.38%. The last Prop 218 limit was set in anticipation of for rate increases through 2014. Both suggested rates are below the prop 218 limit of \$42.93.

Director Thollaug reported the District will be changing how they are accounting for labor. There have been prior discussions regarding separating administrative operations and separating management from staff. This will take place in the new fiscal year.

Director Thollaug suggested looking into policy in terms of professionals attending Board meetings.

Director Ptacek would like to see cushion in the budget for the unexpected expenses.

PUBLIC HEARING:

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

General Manager Heldmaier reported the Board adopted the Master Fee Schedule in June last year which contains all charges and fees including the Water and Sewer connection charges. Staff has updated the connection charges and service fees based on the cost of construction and the consumer price index.

The Sewer Service Charge rate will be set at tonight's meeting and current suggestions are to either increase the rates by 2% or 3%. According to the board instructions the rates will be changed in the Master Fee Schedule to either \$37.814 or \$38.18.

The recommendation is to open the Public Hearing, consider relevant public testimony, close the public hearing, and adopt the next ordinance in line. An ordinance of the Montara Water and Sanitary District Restating and Amending Master Fee Schedule.

Director Harvey announced the Public Hearing was now opened and asked for any comments from the Public.

Mr. Kehoe asked a procedural question regarding raising the sewer service charges by 3 %. District Counsel explained the changes would be included in the adoption of the ordinance.

Mr. Kehoe commented he had found a typo on page 3, third line item down.

Director Thollaug commented he had found another typo on the ordinance.

There were no more comments.

Director Boyd moved to close the Public Hearing. Director Thollaug seconded the motion. A roll call vote was called for and all Directors were in favor and the motion passed unanimously.

Director Boyd moved to adopt the Ordinance next in order of the Montara Water and Sanitary District Restating and Amending the Master Fee Schedule in which the final version will reflect the changes discussed. Director Thollaug seconded the motion. A roll call vote was called for and all Directors were in favor and the motion passed unanimously.

2. Review and Possible Action Concerning Resolution Overruling Protests and Confirming Reports on Sewer service Charges, Delinquent Sewer Service Charges, Delinquent Refuse Collection Charges and Delinquent Water Charges for FY 2013/2014.

General Manager Heldmaier reported the health and Safety code requires that in order for sewer service charges and delinquent refuse collection charges to be placed on the property tax roll a public hearing must be held. The attached notices were placed in two issues of the HMB Review. The Board must now hold a public hearing at which time everyone is given the opportunity to speak regarding their proposed charges. Once the public hearing is held, the Board may then adopt the attached resolution that confirms the final charges, including any Board-directed changes, for the coming fiscal year.

On May 20 2004 the Board adopted Ordinance No. 138 which authorizes the District to collect delinquent water charges on the tax rolls. This is the same method that has been used for the Sewer Service Charge for a number of years.

The proposed Sewer Service charge rate is according to tonight's board direction either 37.814 or 38.184 per HCF and is below the established Prop 218 not to exceed limit.

Director Harvey opened the Public Hearing.

There were no comments from the public.

Director Boyd moved to close the Public Hearing. Director Thollaug seconded the motion.

A roll call was called for and all Directors were in favor and the motion carried unanimously.

Director Boyd moved to Adopt the next Resolution in order of the Montara Water and Sanitary District Overruling Protests and confirming Reports on Sewer Service Charges for Fiscal year 2013-2014 and Delinquent Sewer Service, Refuse Collection and Water Service Charges for Fiscal year 2012-2013, Certifying List of Lots or Parcels of Land and Corresponding Charges Against Said Lots Or Parcels and Directing Transmittal Of Said Certified List and Charges To County Controller for Entry on the Current Assessment Roll. Director Thollaug seconded the motion.

A roll call vote was called for and all Directors were in favor and the motion carried unanimously.

CONSENT AGENDA: None

OLD BUSINESS –

1. Review and Possible Action Concerning Revisions to Accounting System and Monthly Financial Statements.

General Manager Heldmaier reported in late January 2013 the District engaged with Maze & Associates for accounting services. At the May 16th meeting, Maze submitted a full set of March Financial Statements for review by the board. This time the April Financials have been submitted and are attached.

The finance committee agreed to the previously discussed changes to the labor sections of the chart of accounts and the new chart of accounts was implemented in Quickbooks. A new budget format conforming to the changes in the chart of accounts is in preparation.

Director Thollaug noted we have been discussing with Maze the charges for the 3 levels of employees that are working for the District. Generally Director Thollaug is happy with what Maze is delivering. Director Thollaug would like to have the new conversion part of this done for the new fiscal year.

Director Ptacek noted he was happy with their service and willingness to listen to our recommendations and requests.

NEW BUSINESS -

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

Discussed earlier in meeting.

2. Review and Possible Action Concerning Nomination of Representative for ACWA Region 5 Board.

General Manager Heldmaier reported the Region 5 Nominating Committee is looking for members who are interested in leading the direction of ACWA Region 5 for the 2014-2015 term. The Nominating committee is currently seeking candidates for the Region 5 Board which is comprised of Chair, Vice Chair and up to five Board Member positions.

Director bob Ptacek is currently serving as a Board Member on the District 5 Board of Directors and wishes to continue serving for another term. A resolution is required by ACWA from the governing board nominating one of its board members. Nominations must be received by June 30, 2013. The Region 5 Nominating Committee will announce their recommended slate the week of August 1, 2013 and the elections will be completed by September 30, 2013. Candidates who are elected will begin their two-year term of service on January 1, 2014.

Director Thollaug moved to adopt the next Resolution in order, A Resolution of the Board of Directors of the Montara Water and Sanitary District Placing In Nomination Bob Ptacek as a Member of the Association of California Water Agencies Region 5 Board Member. Director Boyd seconded the motion.

A roll call vote was called for and all Directors were in favor. The motion carried unanimously.

3. Review and Possible Action Concerning California Special Districts Association 2013 Board Elections.

General Manager Heldmaier reported the annual elections to the California Special Districts Association (CSDA) are being held by mail. The ballot has been provided by CSDA and must be submitted by August 2, 2013. There are six regional divisions each with three board members elected by those in their division. The position up for election is Seat B in Region 3 which serves the San Francisco Bay Area. The Board passed a resolution supporting Director Slater-Carter's candidacy.

Director Boyd moved to authorize the General Manager to submit the ballot for Seat B in Region 3. Director Thollaug seconded the motion.

A roll call vote was called for and all Directors were in favor. The motion passed unanimously.

4. Review and Possible Action Concerning District Election on November 5, 2013.

General Manager Heldmaier reported the District has received correspondence from the Chief elections Officer regarding nominations for District Board of Directors elections to be held on November 5, 2013. The election will be open on July 15th and close August 9, 2013. The County requires that the attached Candidate Policy Form be completed and returned to the County by July 3, 2013.

The following are the major issues required for Board review:

- . Limitation on number of words in candidate's statement
200 or 400.
- . District or Candidate pay for the statement.

The Board decided to limit the number of words to 200 and for the candidate's to pay for their statements.

Director Boyd moved to authorize the General Manager to file a Candidate Policy Form in accordance with Board direction. Director Thollaug seconded the motion.

A roll call was called for and all Directors were in favor. The motion passed unanimously.

REPORTS

1. Sewer Authority Mid-Coastside Meetings (Harvey)

Director Harvey reported General Manager Steve Leonard would not renew his contract with SAM. Director Harvey noted Mr. Leonard had been a very productive General Manager and was very sorry to see him leave. The planning to select a new General Manager will begin soon. Director's Harvey and Boyd will keep the MWSD Board informed as things unfold.

2. Midcoast Community Council Meeting (Slater-Carter) –

Bill Kehoe reported:

- There will be a meeting next week about the Hwy 1 Park.
- The Council sent a letter to Jackie Speier clarifying our position of over use of inner harbor Perched Beach for dredge disposal. Lisa Ketchum is working with the Coastal Commission on a new plan.
- Grading was stopped in front of the Chowder House because of a question regarding permits.

3. ACWA Board of Directors Report (Ptacek) – None

4. CSDA Report (Slater-Carter) – None

5. Integrated Regional Water Management Plan (Ptacek) – None

6. Attorney's Report (Schricker) – None

7. Directors' Reports – None

8. General Manager's Report (Heldmaier) – None

FUTURE AGENDAS- Discussion on depreciation

REGULAR MEETING ENDED at 9:15 P.M.

Respectfully Submitted,

Signed _____
Secretary

Approved on the 20th of July, 2013

Signed _____
President

MONTARA WATER AND SANITARY DISTRICT



**Unaudited Financial Statements for
May 2013**

**MWSD - Water
 Balance Sheet
 As of May 31, 2013**

May 31, 13

ASSETS	
Current Assets	
Checking/Savings	
Wells Fargo Operating Reserve	123,013.94
Capital Reserve	453,500.00
Operating Reserve	246,000.00
Restricted Cash	
Acq & Improv Fund	1,464,656.59
Bond Savings & Checking	538.46
Connection Fees Reserve	46,000.00
Cost of Issuance	122.94
GO Bonds Fund	2,188,987.76
Total Restricted Cash	3,700,305.75
Total Checking/Savings	4,522,819.69
Accounts Receivable	
Accounts Rec. - Backflow	4,110.51
Accounts Rec. - Water Residents	61,621.42
Total Accounts Receivable	65,731.93
Other Current Assets	
Maint/Parts Inventory	40,156.36
Total Other Current Assets	40,156.36
Total Current Assets	4,628,707.98
Fixed Assets	
Land & Easements	734,500.00
Surface Water Rights	300,000.00
Water Meters	1,058,985.00
General Plant	20,033,564.40
Fixed Assets - Other	48,171.78
Accumulated Depreciation	-6,330,576.00
Total Fixed Assets	15,844,645.18
Other Assets	
Invest in Airport Project	315,786.99
Bond Issue Cost	82,255.25
Bond Acq Cost OID	77,180.40
Total Other Assets	475,222.64
TOTAL ASSETS	20,948,575.80
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	35,970.25
Total Accounts Payable	35,970.25
Other Current Liabilities	
Accrued Interest	78,175.00
PFP Water Deposits	44,716.68
PNC Equipment Loan - S/T	817.74
Payroll Liabilities	
Employee Benefits Payable	7,406.78
Payroll Taxes Payable	2,021.70
Total Payroll Liabilities	9,428.48
Total Other Current Liabilities	133,137.90
Total Current Liabilities	169,108.15

**MWSD - Water
Balance Sheet
As of May 31, 2013**

	May 31, 13
Long Term Liabilities	
Accrued Vacations	16,566.20
Deferred on Refunding	-298,844.00
Due To Sewer Fund	2,651,821.73
GO Bonds - L/T	14,780,084.77
PNC Equipment Loan - L/T	788,770.68
SRF Loan Payable	360,000.00
Total Long Term Liabilities	18,298,399.38
Total Liabilities	18,467,507.53
Equity	
Capital Assets - Net	-288,324.00
Restricted - Debt Service	2,546,106.50
Unrestricted	180,637.00
Net Income	42,648.77
Total Equity	2,481,068.27
TOTAL LIABILITIES & EQUITY	<u>20,948,575.80</u>

**MWSD - Water
 Profit & Loss
 July 2012 through May 2013**

Jul '12 - May 13

Ordinary Income/Expense

Income

4220 · Cell Tower Lease	27,647.51
4400 · Fees	
4410 · Administrative Fee (New Constr)	1,000.00
4420 · Administrative Fee (Remodel)	2,158.00
4440 · Inspection Fees (Remodel)	407.00
Total 4400 · Fees	3,565.00
4610 · Property Tax Receipts	277,340.78
4740 · Testing, Backflow	9,098.00
4810 · Water Sales, Domestic	1,157,772.80
4850 · Water Sales Refunds, Customer	-3,945.00
4990 · Other Revenue	547.97
Total Income	1,472,027.06

Expense

5000 · Administrative	
5190 · Bank Fees	8,381.16
5200 · Board of Directors	
5210 · Board Meetings	1,105.72
5220 · Director Fees	2,250.00
Total 5200 · Board of Directors	3,355.72
5240 · CDPH Fees	14,151.52
5260 · Depreciation	698,192.00
5300 · Insurance	
5320 · Property & Liability Insurance	1,425.34
Total 5300 · Insurance	1,425.34
5350 · LAFCO Assessment	1,544.00
5400 · Legal	
5420 · Meeting Attendance, Legal	6,748.05
5430 · General Legal	36,728.25
5440 · Litigation	17,194.75
Total 5400 · Legal	60,671.05
5520 · Meetings, Local	4,432.62
5530 · Memberships	17,174.50
5540 · Office Supplies	12,925.32
5550 · Postage	3,741.96
5560 · Printing & Publishing	164.95
5600 · Professional Services	
5610 · Accounting	52,480.00
5620 · Audit	12,550.00
5630 · Consulting	22,586.45
5650 · Labor Representation	6,750.00
5660 · Payroll Services	203.00
5690 · Other Professional Services	14,650.31
Total 5600 · Professional Services	109,219.76
5720 · Telephone & Internet, Admin	402.34
5730 · Travel, Local	225.23
5740 · Reference Materials	180.29
5800 · Labor	
5810 · CalPERS 457 Deferred Plan	26,176.82
5820 · Employee Benefits	72,362.77
5830 · Disability Insurance	1,747.84
5840 · Payroll Taxes	27,266.51
5900 · Wages	
5910 · Management	66,705.23
5920 · Staff	302,554.15
5930 · Staff Certification	9,375.00
Total 5900 · Wages	378,634.38

**MWSD - Water
 Profit & Loss
 July 2012 through May 2013**

	Jul '12 - May 13
5960 · Worker's Comp Insurance	32,448.43
Total 5800 · Labor	538,636.75
Total 5000 · Administrative	1,474,824.51
6000 · Operations	
6160 · Backflow Prevention	2,119.81
6180 · Communications	
6185 · Communications Equip, Expensed	15,256.41
6187 · Telephone & Internet, Comm.	3,018.99
Total 6180 · Communications	18,275.40
6195 · Education & Training	1,840.02
6200 · Engineering	
6210 · Meeting Attendance, Engineering	8,008.60
6220 · General Engineering	5,608.03
6230 · Water Quality Engineering	155,613.16
Total 6200 · Engineering	169,229.79
6320 · Equipment & Tools, Expensed	22,981.02
6330 · Facilities	
6337 · Landscaping	3,000.00
Total 6330 · Facilities	3,000.00
6370 · Lab Supplies & Equipment	23.03
6380 · Meter Reading	1,421.17
6400 · Pumping	
6410 · Pumping Fuel & Electricity	40,167.26
6420 · Pumping Maintenance, Generators	971.00
6440 · Pumping Equipment, Expensed	26,496.90
Total 6400 · Pumping	67,635.16
6500 · Supply	
6510 · Maintenance, Supply Mains	1,459.46
6520 · Maintenance, Wells	457.00
Total 6500 · Supply	1,916.46
6600 · Collection/Transmission	
6610 · Hydrants	2,091.09
6620 · Maintenance, Mains	31,523.40
6630 · Maintenance, Service Lines	15,360.57
6640 · Maintenance, Tanks	6,318.03
6650 · Maint., Transmission General	6,139.51
6670 · Meters	2,797.14
Total 6600 · Collection/Transmission	64,229.74
6700 · Treatment	
6710 · Chemicals & Filtering	17,715.88
6720 · Maintenance, Treatment Equip.	3,832.97
6730 · Treatment Analysis	13,834.73
Total 6700 · Treatment	35,383.58
6770 · Uniforms	5,770.10
6800 · Vehicles	
6810 · Fuel	7,109.73
6820 · Vehicular Equipment, Expensed	20.00
6830 · Vehicular Repairs	143.52
Total 6800 · Vehicles	7,273.25
6890 · Other Operations	1,600.29
Total 6000 · Operations	402,698.82
66000 · Payroll Expenses	0.00
Total Expense	1,877,523.33
Net Ordinary Income	-405,496.27

**MWSD - Water
Profit & Loss
July 2012 through May 2013**

Jul '12 - May 13

Other Income/Expense	
Other Income	
7000 · Capital Account Revenues	
7100 · Connection Fees	
7110 · Connection Fees (New Const)	1,443.59
7130 · Conn. Fees, PFP (New Constr)	32,457.10
Total 7100 · Connection Fees	33,900.69
7600 · Bond Revenues, G.O.	1,147,865.05
Total 7000 · Capital Account Revenues	1,181,765.74
Total Other Income	1,181,765.74
Other Expense	
8000 · Capital Improvement Program	
Existing Customers - Water	
8025 · CIP Development	243.75
8075 · Pillar Ridge	3,525.00
8150 · Storage, Schoolhouse Tank Ph. 1	1,930.00
8200 · Storage, A.V. Water Tank Alloc.	183,214.00
8225 · Treatment, Central Airport Sys	58,386.27
8250 · Treatment, Water	1,023.35
8275 · Vehicle Replacement	27,681.27
8300 · Water Conservation	1,900.00
8350 · Water Main Replacements	4,016.51
Total Existing Customers - Water	281,920.15
New Customers - Water	
8425 · Storage, A.V. Water Tank Alloc.	2,797.63
8450 · CIP Development	522.35
8550 · Phase I PWP	77,845.06
8600 · Pillar Ridge	2,156.25
8675 · School Boost Pump Stn Upgrade	25,917.50
8700 · Schoolhouse Tank Proj Phase 2	2,708.75
Total New Customers - Water	111,947.54
Total 8000 · Capital Improvement Program	393,867.69
9000 · Capital Account Expenses	
9025 · Domestic Connection Line	11,616.61
9050 · Engineering Review Costs	5,015.00
9075 · PFP Connection Expenses	15,707.50
9100 · Interest Expense - GO Bonds	295,520.85
9125 · PNC Equipment Lease Interest	10,400.55
9150 · SRF Loan	1,492.50
Total 9000 · Capital Account Expenses	339,753.01
Total Other Expense	733,620.70
Net Other Income	448,145.04
Net Income	42,648.77

Montara Water & Sanitary District
Profit & Loss
 July 2012 through May 2013

Jul '12 - May 13

Ordinary Income/Expense

Income

4220 · Cell Tower Lease	27,647.51
4400 · Fees	
4420 · Administrative Fee (Remodel)	1,320.00
4430 · Inspection Fee (New Constr)	830.00
4440 · Inspection Fee (Remodel)	830.00
4460 · Remodel Fees	7,331.00
Total 4400 · Fees	10,311.00
4610 · Property Tax Receipts	276,910.89
4710 · Sewer Service Charges	1,824,141.90
4760 · Waste Collection Revenues	11,376.83
4980 · Interest, Employee Loans	5,853.05
Total Income	2,156,241.18

Expense

5000 · Administrative	
5190 · Bank Fees	3,074.39
5200 · Board of Directors	
5210 · Board Meetings	430.72
5220 · Director Fees	2,250.00
Total 5200 · Board of Directors	2,680.72
5260 · Depreciation	378,301.00
5270 · Information Systems	2,060.00
5300 · Insurance	
5320 · Property & Liability Insurance	1,425.37
Total 5300 · Insurance	1,425.37
5350 · LAFCO Assessment	1,107.00
5400 · Legal	
5420 · Meeting Attendance, Legal	6,313.50
5430 · General Legal	11,885.50
Total 5400 · Legal	18,199.00
5510 · Maintenance, Office	2,080.00
5520 · Meetings, Local	3,287.50
5540 · Office Supplies	3,055.06
5550 · Postage	2,586.57
5560 · Printing & Publishing	2,316.62
5600 · Professional Services	
5610 · Accounting	54,790.00
5620 · Audit	12,550.00
5630 · Consulting	10,919.78
5660 · Payroll Services	157.35
Total 5600 · Professional Services	78,417.13
5720 · Telephone & Internet, Admin	10,774.08
5730 · Travel, Local	1,290.46
5740 · Reference Materials	35.00
5790 · Other Administrative	100.00
5800 · Labor	
5810 · CalPERS 457 Deferred Plan	10,326.73
5820 · Employee Benefits	32,458.34
5830 · Disability Insurance	761.47
5840 · Payroll Taxes	10,307.71
5900 · Wages	
5910 · Management	91,540.13
5920 · Staff	56,459.46
Total 5900 · Wages	147,999.59
5960 · Worker's Comp Insurance	3,193.47
Total 5800 · Labor	205,047.31
Total 5000 · Administrative	715,837.21
6000 · Operations	
6195 · Education & Training	218.59

Montara Water & Sanitary District
Profit & Loss
 July 2012 through May 2013

Jul '12 - May 13

6200 · Engineering	
6220 · General Engineering	26,598.31
Total 6200 · Engineering	26,598.31
6330 · Facilities	
6335 · Alarm Services	9,965.91
6337 · Landscaping	1,900.00
Total 6330 · Facilities	11,865.91
6400 · Pumping	
6410 · Pumping Fuel & Electricity	21,341.37
Total 6400 · Pumping	21,341.37
6600 · Collection/Transmission	
6660 · Maintenance, Collection System	2,012.50
Total 6600 · Collection/Transmission	2,012.50
6890 · Other Operations	6,689.86
6900 · Sewer Authority Midcoastside	
6910 · SAM Collections	257,895.00
6920 · SAM Operations	601,128.00
6930 · SAM Prior Year Adjustment	-39,958.00
6940 · SAM Maintenance, Collection Sys	62,052.32
Total 6900 · Sewer Authority Midcoastside	881,117.32
Total 6000 · Operations	949,843.86
66000 · Payroll Expense	0.00
Total Expense	1,665,681.07
Net Ordinary Income	490,560.11
Other Income/Expense	
Other Income	
7000 · Capital Account Revenues	
7100 · Connection Fees	
7110 · Connection Fees (New Constr)	22,215.00
7120 · Connection Fees (Remodel)	14,110.00
Total 7100 · Connection Fees	36,325.00
7200 · Interest Income - LAIF	7,918.53
Total 7000 · Capital Account Revenues	44,243.53
Total Other Income	44,243.53
Other Expense	
8000 · Capital Improvement Program	
Sewer	
8810 · Cabrillo Hwy Trunk & Express	53,880.02
8820 · CIP Planning	3,609.00
8860 · Replace Med High Priority Mains	43,316.84
8890 · Spot Repairs Program	5,123.50
8900 · Vallemar Generator	199,200.49
Total Sewer	305,129.85
Total 8000 · Capital Improvement Program	305,129.85
9000 · Capital Account Expenses	
9125 · PNC Equipment Lease Interest	10,400.55
9200 · I-Bank Loan	28,344.82
Total 9000 · Capital Account Expenses	38,745.37
Total Other Expense	343,875.22
Net Other Income	-299,631.69
Net Income	190,928.42

Montara Water & Sanitary District

Balance Sheet

As of May 31, 2013

	May 31, 13
ASSETS	
Current Assets	
Checking/Savings	
Wells Fargo Operating - Sewer	898,973.63
LAIF Investment Fund	
Capital Reserve	3,012,334.05
Connection Fees Reserve	43,000.00
Total LAIF Investment Fund	3,055,334.05
Total Checking/Savings	3,954,307.68
Accounts Receivable	
A/R - Accountant Adjustments	71,971.44
Total Accounts Receivable	71,971.44
Total Current Assets	4,026,279.12
Fixed Assets	
General Plant - Sewer	856,839.45
Land	5,000.00
Other Capital Improv.	
Sewer-Original Cost	685,599.18
Other Cap. Improv.	1,791,895.45
Total Other Capital Improv.	2,477,494.63
Seal Cove Collection System	995,505.00
Sewage Collection Facility	
Collection Facility - Org. Cost	1,349,064.00
Collection Facility - Other	3,991,243.33
Total Sewage Collection Facility	5,340,307.33
Treatment Facility	244,539.84
Accumulated Depr. - Sewer	-5,908,310.00
Total Fixed Assets	4,011,376.25
Other Assets	
Due from Water Fund	2,656,913.27
Employee Loan	134,382.95
Joint Power Authority	
SAM - Orig Collection Facility	981,592.00
SAM - Expansion	1,705,955.08
Total Joint Power Authority	2,687,547.08
Total Other Assets	5,478,843.30
TOTAL ASSETS	<u>13,516,498.67</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
PNC Equip. Loan - S/T (Sewer)	817.74
Payroll Liabilities	
Employee Benefits Payable	3,081.60
Payroll Taxes Payable	823.18
Total Payroll Liabilities	3,904.78
Total Other Current Liabilities	4,722.52
Total Current Liabilities	4,722.52
Long Term Liabilities	
Accrued Vacations - Sewer	10,639.68
I-Bank Loan	917,211.59
PNC Equip. Loan - L/T (Sewer)	788,770.68
Total Long Term Liabilities	1,716,621.95
Total Liabilities	1,721,344.47

Montara Water & Sanitary District
Balance Sheet
As of May 31, 2013

	May 31, 13
Equity	
Capital Assets Net - Sewer	3,448,211.00
Fund Bal. Unrestricted - Sewer	8,156,014.78
Net Income	190,928.42
Total Equity	11,795,154.20
TOTAL LIABILITIES & EQUITY	<u>13,516,498.67</u>



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: July 18, 2013

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: SAM Flow Report for May 2013

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 April 2013.
- Collection System Monthly Overflow Report – April 2013.

The Average Daily Flow for Montara was 0.281 MGD in April 2013. There was no reportable overflow in May in the Montara System. SAM indicates there were 0.17 inches of rain in May 2013.

RECOMMENDATION:

Review and file.

Attachments

Attachment A

Flow Distribution Report Summary For May 2013

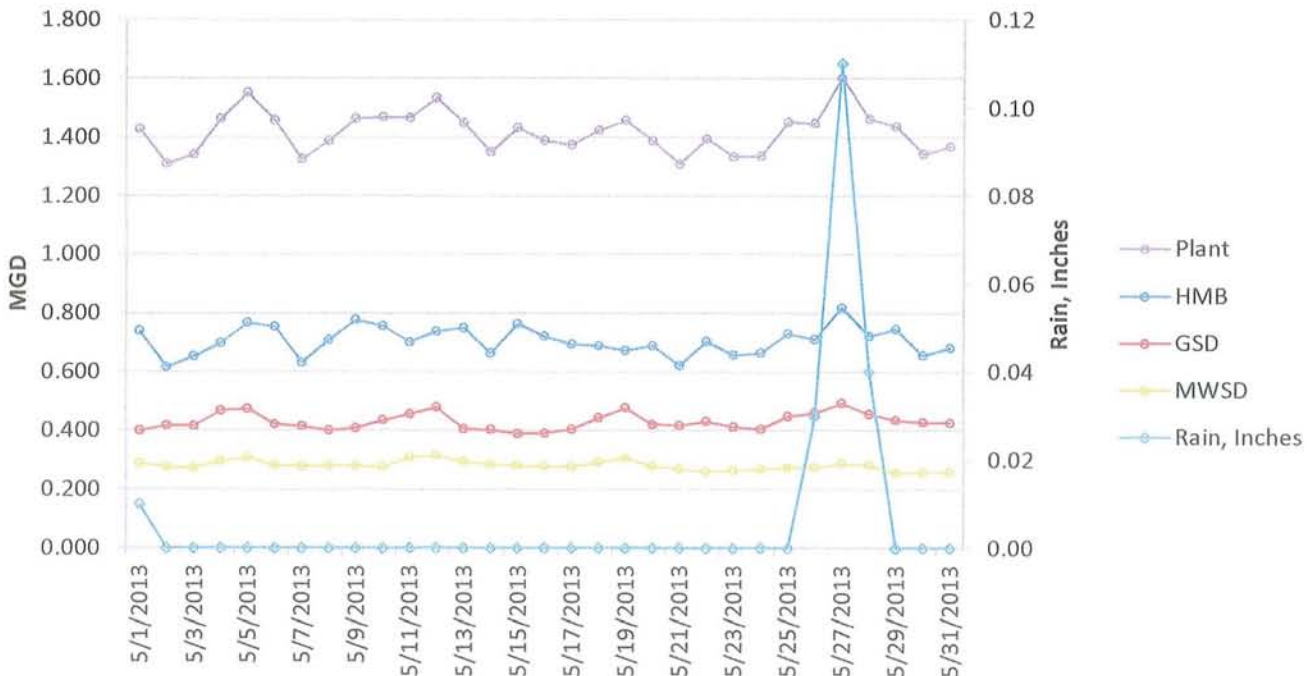
The daily flow report figures for the month of May 2013 have been converted to an Average Daily Flow (ADF) for each Member Agency. The results are attached for your review.

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

The summary of the ADF information is as follows:

	<u>MGD</u>	<u>%</u>
The City of Half Moon Bay	0.707	49.9%
Granada Sanitary District	0.430	30.3%
Montara Water and Sanitary District	<u>0.281</u>	<u>19.8%</u>
Total	1.418	100.00%

Sewer Authority Mid-Coastside Monthly Flow Distribution Report, April 2013



Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, May 2013

May 2013

	Total	Number			
		HMB	GSD	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
		0%	0%	0%	0%

12 Month Moving Total

	Total	Number			
		HMB	GSD	MWSD	SAM
Roots	4	0	3	1	0
Grease	3	2	0	1	0
Mechanical	1	0	1	0	0
Wet Weather	0	0	0	0	0
Other	4	1	2	1	0
Total	12	3	6	3	0
		25%	50%	25%	0%

Reportable SSOs

	Total	Number			
		HMB	GSD	MWSD	SAM
May 2013	0	0	0	0	0
12 Month Moving Total	12	3	6	3	0

SSOs / Year / 100 Miles

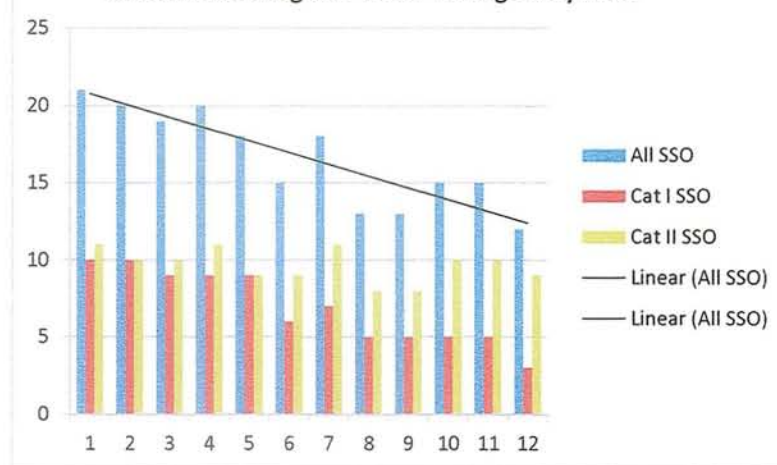
	Total	Number			
		HMB	GSD	MWSD	SAM
May 2013	0.0	0.0	0.0	0.0	0.0
12 Month Moving Total	11.5	8.1	18.1	11.1	0.0
Category 1	2.9	2.7	3.0	3.7	0.0
Category 2	8.6	5.4	15.1	7.4	0.0
Miles of Sewers	104.5	37.0	33.2	27.0	7.3
		35.4%	31.8%	25.8%	7.0%

12 Month Rolling Total Sewer Cleaning Summary

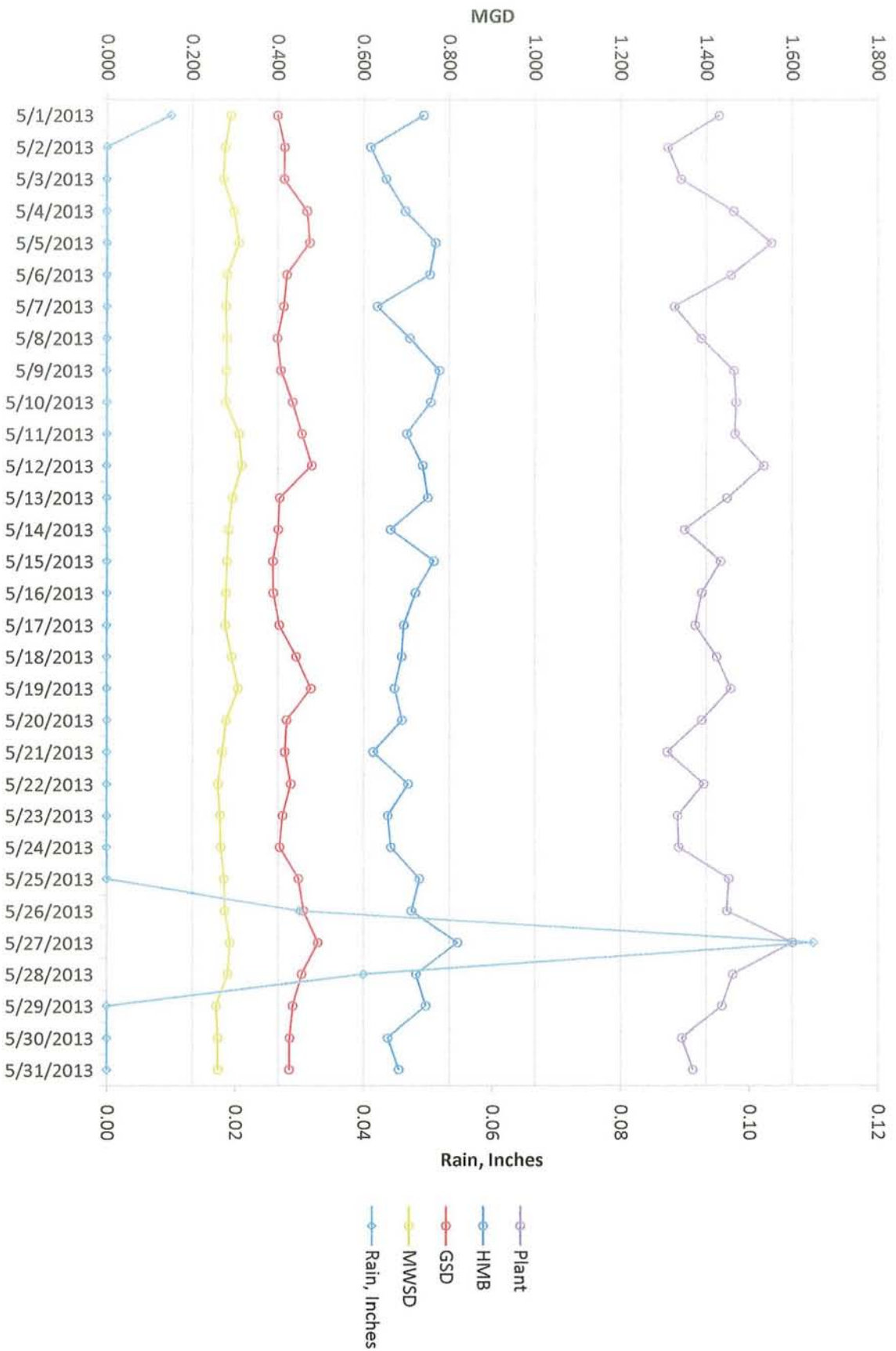
Month	HMB	GSD	MWSD	Total Feet	Total Miles
Jun-12	24,985	23,475	0	48,460	9.2
Jul-12	26,884	17,883	647	45,414	8.6
Aug-12	27,679	19,304	1,308	48,291	9.1
Sep-12	26,704	25,303	1,192	53,199	10.1
Oct-12	22,287	14,171	107	36,565	6.9
Nov-12	30,283	1,792	1,411	33,486	6.3
Dec-12	35,498	438	0	35,936	6.8
Jan-13	8,166	16,246	22,109	46,521	8.8
Feb-13	2,904	12,821	19,669	35,394	6.7
Mar-13	3,368	17,328	25,272	45,968	8.7
Apr-13	3,795	13,879	28,042	45,716	8.7
May-13	2,070	21,269	29,785	53,124	
Annual ft	214,623	183,909	129,542	528,074	
Annual Mi.	41	35	25		90

Attachment D

12 Month Moving SSO Totals Through May 2013



Sewer Authority Mid-Coastside Monthly Flow Distribution Report, May 2013



Sewer Authority Mid-Coastside

Monthly Flow Distribution Report

<u>Date</u>	<u>HMB</u>	<u>GSD</u>	<u>MWSD</u>	<u>Plant</u>	<u>Rain Plant</u>	<u>Rain Portola</u>	<u>Rain Montara</u>
5/1/2013	0.740	0.399	0.290	1.430	0.01	No Data	0.00
5/2/2013	0.617	0.416	0.277	1.310	0.00	No Data	0.00
5/3/2013	0.653	0.415	0.273	1.341	0.00	No Data	0.00
5/4/2013	0.699	0.468	0.297	1.464	0.00	No Data	0.00
5/5/2013	0.768	0.474	0.309	1.552	0.00	No Data	0.00
5/6/2013	0.755	0.421	0.282	1.458	0.00	No Data	0.00
5/7/2013	0.632	0.414	0.279	1.326	0.00	No Data	0.00
5/8/2013	0.709	0.399	0.281	1.389	0.00	No Data	0.00
5/9/2013	0.778	0.407	0.280	1.465	0.00	No Data	0.00
5/10/2013	0.757	0.434	0.278	1.469	0.00	No Data	0.00
5/11/2013	0.702	0.456	0.309	1.467	0.00	No Data	0.00
5/12/2013	0.739	0.479	0.316	1.534	0.00	No Data	0.00
5/13/2013	0.751	0.404	0.294	1.449	0.00	No Data	0.00
5/14/2013	0.664	0.401	0.285	1.350	0.00	No Data	0.00
5/15/2013	0.764	0.388	0.281	1.434	0.00	No Data	0.00
5/16/2013	0.721	0.389	0.279	1.390	0.00	No Data	0.00
5/17/2013	0.694	0.403	0.277	1.375	0.00	No Data	0.00
5/18/2013	0.690	0.443	0.292	1.425	0.00	No Data	0.00
5/19/2013	0.673	0.477	0.307	1.458	0.00	No Data	0.00
5/20/2013	0.690	0.420	0.279	1.389	0.00	No Data	0.00
5/21/2013	0.623	0.416	0.270	1.309	0.00	No Data	0.00
5/22/2013	0.704	0.430	0.260	1.395	0.00	No Data	0.00
5/23/2013	0.657	0.411	0.265	1.333	0.00	No Data	0.00
5/24/2013	0.665	0.404	0.267	1.336	0.00	No Data	0.00
5/25/2013	0.731	0.448	0.274	1.453	0.00	No Data	0.00
5/26/2013	0.712	0.460	0.276	1.448	0.03	No Data	0.00
5/27/2013	0.820	0.493	0.288	1.601	0.11	No Data	0.00
5/28/2013	0.723	0.456	0.283	1.463	0.04	No Data	0.17
5/29/2013	0.746	0.435	0.256	1.437	0.00	No Data	0.00
5/30/2013	0.656	0.427	0.259	1.343	0.00	No Data	0.00
5/31/2013	<u>0.682</u>	<u>0.426</u>	<u>0.260</u>	<u>1.369</u>	<u>0.00</u>	<u>No Data</u>	<u>0.00</u>
Totals	21.915	13.323	8.723	43.961	0.19	No Data	0.17

Summary

	<u>HMB</u>	<u>GSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.617	0.388	0.256	1.309
Average	0.707	0.430	0.281	1.418
Maximum	0.820	0.493	0.316	1.601
Distribution	49.9%	30.3%	19.8%	100.0%



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **July 18, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

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

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 2013 was 0.245%.
- The District has set up two checking accounts that are largely backed by Federal securities: Water General Account and the Sewer General Account with Wells Fargo Bank.

RECOMMENDATION:

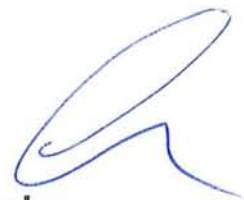
District staff attempts to cash manage idle funds in LAIF as long as possible before transferring to the Wells Fargo checking accounts for disbursements.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **July 18, 2013**

TO: BOARD OF DIRECTORS



SUBJECT: Connection Permit Applications Received

As of July 18, 2013 the following new Sewer Connection Permit applications were received since the last report:

Date of Application	Property Owner	Site Address	Home Size

As of July 18, 2013 the following new Water (Private Fire Sprinkler) Connection Permit applications were received since the last report:

Date of Application	Property Owner	Site Address	Home Size

As of July 18, 2013 the following new Water Connection Permit applications were received since the last report:

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

RECOMMENDATION:

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



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **July 18, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

A handwritten signature in blue ink, appearing to be 'Clemens Heldmaier', written over the 'General Manager' text.

SUBJECT: Monthly Water Production Report

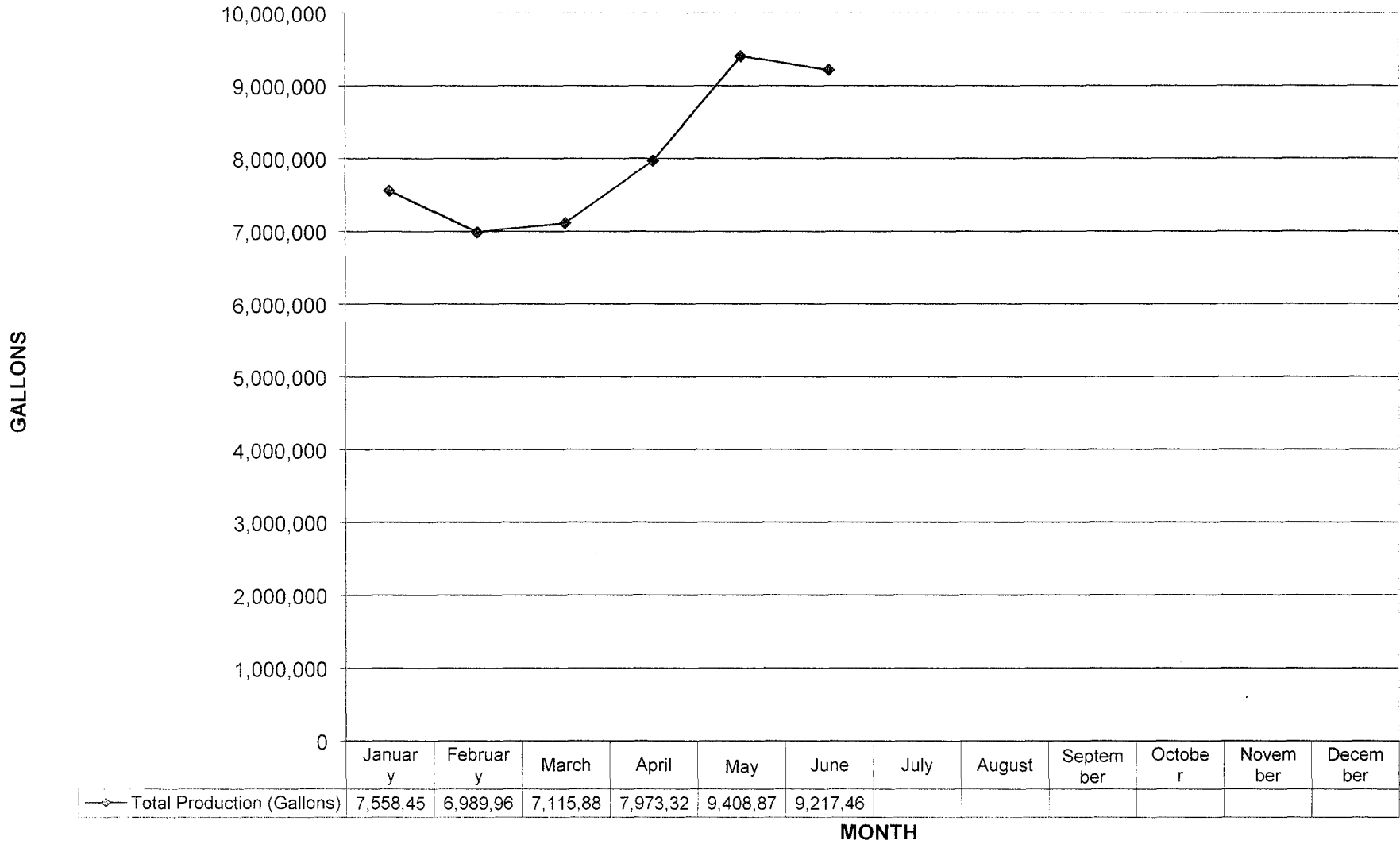
The attached two charts summarize the monthly water production for the District. The first shows a consolidated report from all sources by month. The second shows each water source the District uses, both wells and surface water. The production is shown in gallons of water produced.

RECOMMENDATION:

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

Attachments

Total Production 2013(Gallons)





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **July 18, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Rain Report

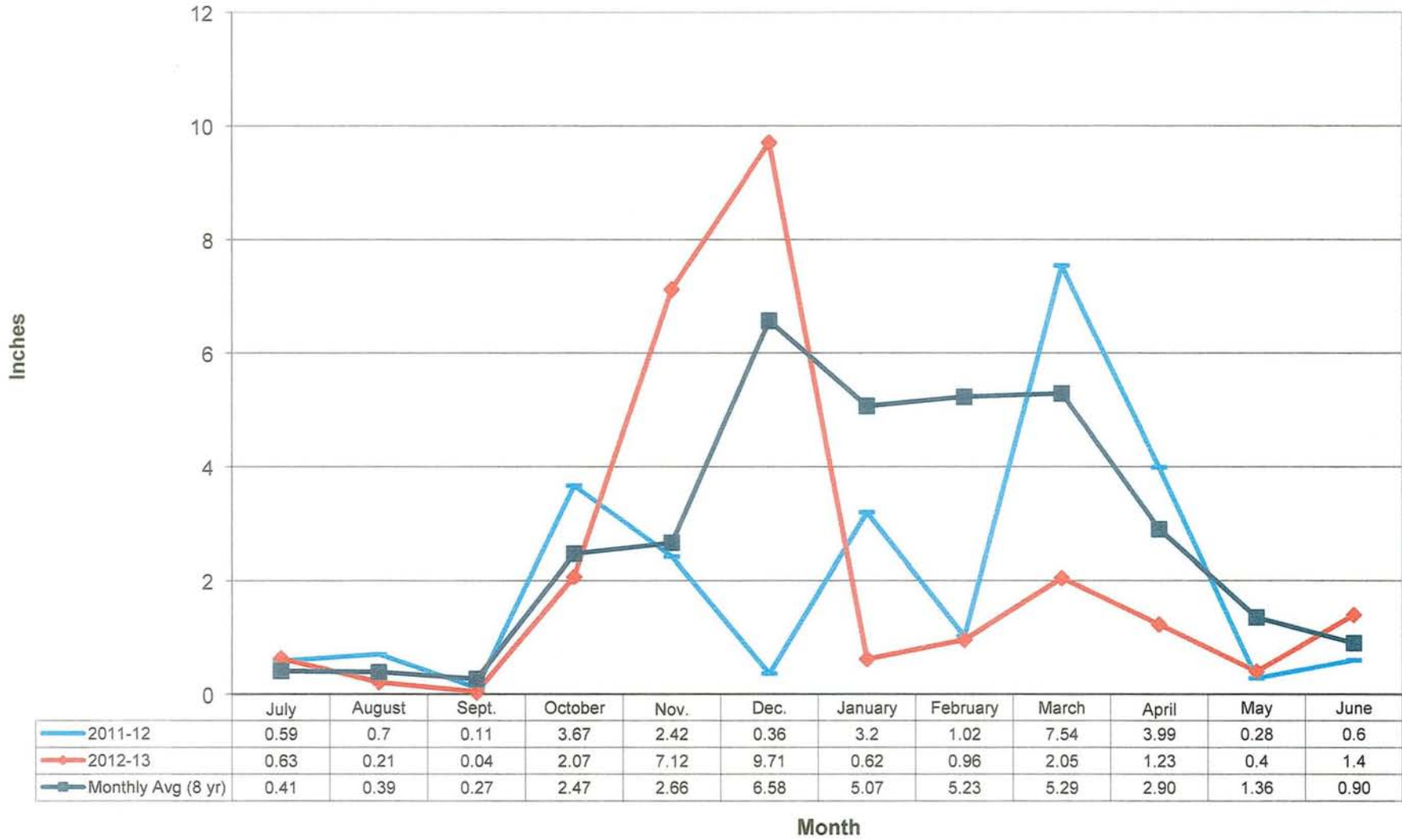
The attached chart shows the monthly rainfall at the Alta Vista Treatment Plant for the current and prior fiscal years along with the seven year average of rainfall.

RECOMMENDATION:

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

Attachment

RAIN REPORT





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **July 18, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

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

SUBJECT: Monthly Solar Energy Report

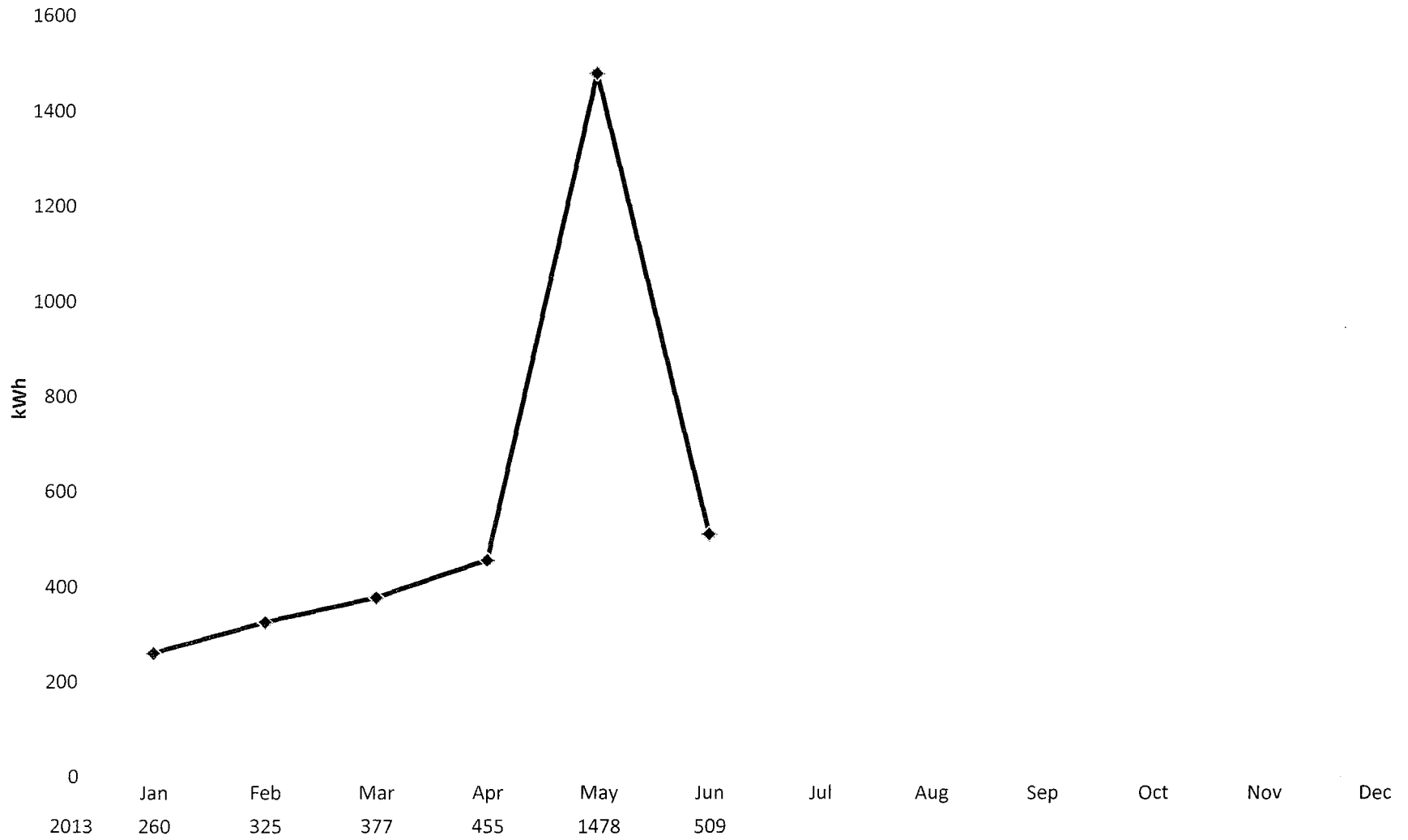
The attached chart summarizes the monthly solar production at the Alta Vista Array. Since the installation of the solar panels the District produced 30544 kWh and saved 49375 lbs of CO₂.

RECOMMENDATION:

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

Attachments

SOLAR ENERGY PRODUCED IN 2013 (kWh)





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **July 18, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Review and Possible Action Concerning Revisions to Accounting System and Monthly Financial Statements.

In late January 2013 the District engaged with Maze & Associates for accounting services. The Maze team started working with management on a revision of the accounting system to streamline and to correct known errors. The declared goal was to present an updated Chart of Account, Profit and Loss Statement, Balance Sheet, and Financial Statements for October through March in the format previously used by the District to the full Board.

RECOMMENDATION:

This item has been placed on the agenda to allow management and finance committee to report on any progress in the restructuring of financials.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **July 18, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

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

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

At the June 20 meeting staff presented a draft sewer budget. We continue to develop with Director Thollaug's assistance a new budget format that allows for detailed monthly observation of actual expenses vs. planned throughout the year. The attached budgets are preliminary and presented for initial discussion and board direction.

RECOMMENDATION:

This item is for Board discussion.

Attachments to be provided at the meeting



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **July 18, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Review and Possible Action Concerning SCADA
System Upgrades.**

The District's water SCADA system computer experienced a catastrophic failure in June. Most likely a failing capacitor damaged the mother board, hard drive, and the added backup drive. The District's operations staff successfully ran the water system with increased monitoring and pump rounds. The procedures to avoid failures in the water system require not only a lot of overtime for the District's small staff, but also excellent system knowledge and dedication. Staff deserves the credit for maintaining health and safety during this most critical time until a new system has been established.

Calcon the contractor helping the District to maintain the SCADA system and well operations systems has managed to install a computer and SCADA system with limited capabilities. The outdated District software can only run on Windows XP systems. A quote for a new SCADA system was negotiated and \$48,000 for the purchase where authorized by the General Manager after notification of the District Board. The new system consists of two parallel SCADA computers, updated software and support, and installation and programming of the system.

The District planned to spend \$50,000 for a new SCADA system in the next FY. The cost will be considered in the current budget and CIP preparation.

Calcons General Manager will be present at the meeting to answer any question about the incident and new system.

RECOMMENDATION:

This item is for Board information.



Quotation

June 20, 2013

Montara Water and Sanitary District
P.O. Box 370131
8888 Cabrillo Highway
Montara, CA 94037

Attention: Mr. Clemens Heldmaier

Subject: SCADA Upgrade

Mr. Heldmaier:

Calcon Systems Inc. is pleased to quote the following:

Project Description:

Upgrade of the Montara Water and Sanitary District SCADA system, including:

- Upgrade of GE iFix SCADA software licenses
 - (1) Upgrade of existing iFix 3.5 to the current iFix release version
 - (1) Upgrade of additional iFix license key (to allow for a second SCADA node)
 - (2) Set of iFix I/O driver licenses (to allow communications to PLC devices)
 - 3-year GE GlobalCare Support Contract
 - Includes Upgrade Protection of the GE iFix software at no additional charge for the 3-year support period and GE technical support.
 - Includes a special discount on the upgrade license pricing with the 3-year support contract.
- Upgrade of Win-911 alarm annunciation software
 - Upgrade of existing 2005 license to latest version
 - Upgrade to redundant hot-backup license for the second SCADA node, so either SCADA PC can dial-out on alarms.
- Provide (2) new SCADA computers
 - Dell Precision workstations with (2) 1TB RAID 1 (mirrored) hard drives, 8 GB RAM, 23" monitors, serial cards for PLC communications
- Installation and configuration labor
 - Migrate SCADA application to latest version
 - iFix programming for new version compatibility and communications setup
 - Setup new PCs and install software
 - Installation, commissioning and startup of new SCADA PCs



Quotation

Materials Pricing:

Item	Description	Price
1	GE iFix software, for 2 SCADA Nodes: (2) iFix 900pt Licenses, upgraded to USB hard keys (2) sets I/O driver licenses (1) 3-year GE Globalcare support agreement (includes upgrade protection)	\$ 20,689.33
2	Win-911 Software, for 2 SCADA Nodes: Upgrade of existing license to current version, and upgrade to redundant hot-backup. This will allow for the two SCADA nodes to each be able to dial-out alarms.	\$ 4,556.25
3	SCADA Computer Hardware (2) Dell Precision PCs, each with RAID 1 (mirrored) 1TB hard drives, 8GB RAM, with monitors	\$ 6,422.50
4	Estimated shipping	\$ 100.00
5	Estimated Sales Tax (Montara – 9.00%)	\$2,850.13
Total Materials		\$ 34,618.21

Labor Pricing:

Item	Description	Price
1	Labor – Programming, Configuration, and Installation (Estimated – This is provided as a budgetary estimate, and will be billed on a T&M basis at our current rate for MWSD)	\$ 14,000.00
Total Labor		\$ 14,000.00



Quotation

Total estimate, Materials and Labor combined: \$48,618.21

Please note, we do not know exactly how long the upgrade will take to complete. We are providing the labor estimate as a budgetary value.

Thank you, and if you have any questions or further requests, please do not hesitate to call.

Sincerely,

Ryan Smith

Ryan Smith
Calcon Systems Inc.
Cell 925.570.5122
rsmith@calcon.com



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **July 18, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Review and Possible Action Concerning Water Rate Study.

After the adoption of reserve policies the Board authorized Bartle Wells to prepare a water rate study that includes the consideration of the new reserve policy and makes recommendations to increase the District's water reserves over time.

Bartle Wells now prepared a draft rate study and is asking the Board for comment and direction.

RECOMMENDATION:

This is for Board information only.

Montara Water & Sanitary District



Water Rate Study

Draft - July 11, 2013



BARTLE WELLS ASSOCIATES
INDEPENDENT PUBLIC FINANCE ADVISORS



Montara Water & Sanitary District

Water Rate Study

Summary of Key Issues



Background

- District has been a good financial steward by gradually raising rates each year
- Last water rate study completed 2010
 - District adopted maximum rates via Prop. 218 process & has been phasing in rate increases
- Current water rates are still below the maximum rates previously adopted
 - District can raise rates up to the maximum without going through the Prop. 218 process
 - Quantity charges can be increased by a maximum of approximately 9.25%
 - Fixed service charges can be increased by a maximum of approximately 18%
- District has taken advantage of low rates to refund outstanding debt
 - GO Bond Refi generated \$1.5M of new funds for capital projects and reduced debt service
 - PNC interest rate reduction annual savings = approximately \$16,500 per year
- District facing new financial challenges that will require rate increases in upcoming years

Key Drivers of Rate Increases

- **District Capital Improvement Program (CIP)**
 - 5-Year CIP includes \$7.4 million for existing customers + up to \$2.3 million for growth
 - Major CIP projects include:
 - Alta Vista Tank No. 2: \$3,200,000
 - Airport Water Treatment Plant: \$140,000 remaining design + \$1,550,000 construction
 - Schoolhouse Tank West: \$600,000
 - Existing Customer CIP projects to be funded by a combination of state-subsidized loans, roughly \$1.5 million of available GO Bond funds, and ongoing rate revenues
 - Growth-related CIP projects to be funded by connection fee revenues as growth occurs
 - *District does not anticipate any additional major capital projects in upcoming years*
- **New Debt Service**
 - \$183,000 per year for \$2.92 million 20-year SRF loan for Alta Vista Water Tank & Well
 - \$106,000 per year for \$500,000 5-year SRF planning loan for Airport Treatment Plant *or \$34,000 per year if rolled into a 20-year SRF loan for financing the project*
 - \$105,000 per year for estimated \$1,550,000 Airport Water Treatment Plant Loan
 - Total new annual debt service ranges from \$322,000 - \$394,000 depending on repayment term for \$500,000 planning loan
- **Changes in Water Sales**
 - 2012/13 water sales increased 4% from 2011/12, but are down almost 5% from 2 years ago resulting in lower-than-anticipated revenues
 - Future water sales projected to remain constant at 2012/13 level
- **Operating Cost Inflation**
 - Ongoing cost inflation projected at 4% for planning purposes

Montara Water & Sanitary District
Water Rate Study
List of Tables

Water Rate Study Tables

- Table 1 - Water Cash Flow Projections
- Table 2 - Existing Customer CIP & Funding Sources
- Table 3 - Expansion / New Customer CIP & Funding Sources
- Table 4 - Water Enterprise Debt Service
- Table 5 - Accounts & Estimated 2012/13 Service Charge Revenues
- Table 6 - Historical & Adopted Water Rates
- Table 7 - Projected Water Rates
- Table 8 - Bi-Monthly Water Rate Impacts
- Table 9 - Water Rate Impacts
- Table 10 - Water Rate Structure Comparison

Water Consumption Analysis Tables

- Table A1 - Actual vs. Projected Water Sales by Tier
- Table A2 - Single Family Residential Consumption Block Analysis 2012/13
- Table A3 - Residential Water Use Statistics
- Table A4 - Residential & Commercial Consumption By Current Tier Breakpoints

Charts

- Chart A - 5-Year Water Expenses Projections
 - Chart B - Bi-Monthly Single Family Residential Water Bill Distribution 2012/13
 - Chart C - Bi-Monthly Use by Customer Class
-

Table 1
Montara Water & Sanitary District
Water Cash Flow Projections

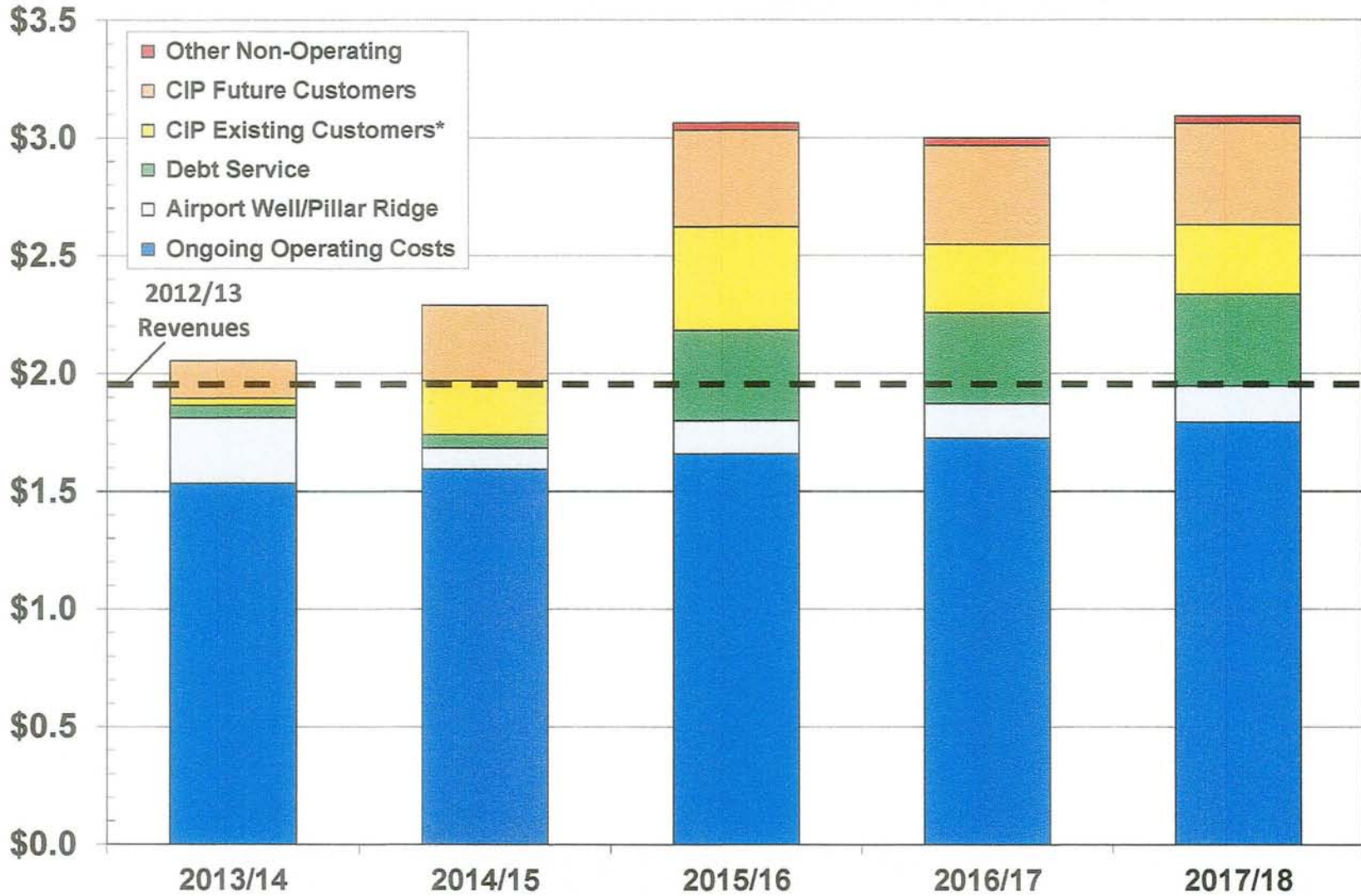
	Projected				
	2013/14	2014/15	2015/16	2016/17	2017/18
	Sep-1	Jul-1	Jul-1	Jul-1	Jul-1
Rate Adjustments	9%	8.0%	8.0%	8.0%	8.0%
Monthly SFR Bill based on 5 ccf	\$65.63	\$70.88	\$76.55	\$82.67	\$89.29
New Water Connections (EDUs)	15	20	25	25	25
New Fire Svc Connections (EDUs)	5	10	10	10	10
Water Capacity Charge (3/4")	\$16,020	\$16,340	\$16,667	\$17,000	\$17,340
Private Fire Protection Charge (1")	\$7,637	\$7,790	\$7,946	\$8,105	\$8,267
Growth	0.9%	1.2%	1.5%	1.5%	1.5%
Change in Water Sales	0.0%	0.0%	0.0%	0.0%	0.0%
Interest Earnings Rate	0.5%	0.75%	1.0%	1.5%	2.0%
Cost Escalation	4.0%	4.0%	4.0%	4.0%	4.0%
Beginning Fund Balances All Funds	\$699,000	\$808,000	\$1,041,000	\$809,000	\$822,000
REVENUES					
Water Service Charges	504,000	561,000	615,000	674,000	739,000
Water Quantity Charges	1,073,000	1,178,000	1,273,000	1,374,000	1,484,000
Subtotal	1,577,000	1,739,000	1,888,000	2,048,000	2,223,000
Property Taxes (+2%)	255,000	260,000	265,000	270,000	275,000
Water & Fire Connection Fees	278,000	405,000	496,000	506,000	516,000
Interest Earnings	4,000	6,000	10,000	12,000	16,000
Other Revenues	50,000	50,000	50,000	50,000	50,000
Pillar Ridge Revenues	0	61,000	123,000	125,000	128,000
Subtotal Revenues	2,164,000	2,521,000	2,832,000	3,011,000	3,208,000
SRF Loan 022 (Alta Vista Tank)		2,920,000			
SRF Loan 024 (Planning Loan)	140,000				
2012 GO Bond Proceeds	1,185,000	282,000			
SRF/I-Bank Loan (Airport Treatment Plant)		1,550,000			
Total Revenues	3,489,000	7,273,000	2,832,000	3,011,000	3,208,000
EXPENSES					
Operating Expenses	<u>Preliminary</u>				
Administrative & Facilities	362,000	376,000	391,000	407,000	423,000
Labor	680,000	707,000	735,000	764,000	795,000
Engineering	167,000	174,000	181,000	188,000	196,000
General Operations	88,000	92,000	96,000	100,000	104,000
Pumping/Supply/Trans/Treatment	236,000	245,000	255,000	265,000	276,000
Airport Water Purchases	280,000	40,000	42,000	44,000	46,000
Pillar Ridge Additional O&M	0	50,000	100,000	104,000	108,000
Subtotal Operating Expenses	1,813,000	1,684,000	1,800,000	1,872,000	1,948,000
Debt Service					
PNC Lease (50% Water Meters)	53,000	56,000	59,000	62,000	65,000
SRF Loan (Alta Vista Tank) 20-Yr	0	0	183,000	183,000	183,000
SRF Loan (Planning Loan) 20-Yr	0	0	34,000	34,000	34,000
SRF/I-Bank Loan (Airport Treatment Plant)	0	0	105,000	105,000	105,000
Subtotal Debt Service	53,000	56,000	381,000	384,000	387,000
Non-Operating Expenses					
CIP: Existing Customers	1,354,000	4,982,000	442,000	291,000	296,000
CIP: New Customers/Expansion	160,000	318,000	409,000	419,000	429,000
Transfer to SRF Reserve (1/10th Debt)	0	0	32,000	32,000	32,000
Subtotal Non-Operating Expenses	1,514,000	5,300,000	883,000	742,000	757,000
Total Expenses	3,380,000	7,040,000	3,064,000	2,998,000	3,092,000
Revenues Less Expenses	109,000	233,000	(232,000)	13,000	116,000
Ending Fund Balances	808,000	1,041,000	809,000	822,000	938,000
Min. Operating Reserves: 2 mnths O&M	302,000	281,000	300,000	312,000	325,000
Min. Capital Reserves: Min annual CIP	400,000	400,000	400,000	400,000	400,000
Total Minimum Target	702,000	681,000	700,000	712,000	725,000
Debt Service Coverage - Min. 1.20	6.62	14.95	2.71	2.97	3.26

Montara Water & Sanitary District
Water Cash Flow Summary (\$ Millions)

Fiscal Year	Budget		Projected			
	12/13	13/14	14/15	15/16	16/17	17/18
Rate Increases		9%	8%	8%	8%	8%
REVENUES						
Water Rate Revenues	1.47	1.58	1.74	1.89	2.05	2.22
Connection Fees	0.17	0.28	0.41	0.50	0.51	0.52
Prop Taxes/Interest/Other	0.31	0.31	0.38	0.45	0.46	0.47
Debt Proceeds	0.36	1.33	4.75	-	-	-
Total Revenues	2.31	3.49	7.27	2.83	3.01	3.21
EXPENSES						
Operating Expenses	1.48	1.81	1.68	1.80	1.87	1.95
Debt Service	0.06	0.05	0.06	0.38	0.38	0.39
CIP Existing Customers	0.36	1.35	4.98	0.44	0.29	0.30
CIP Future Customers	0.00	0.16	0.32	0.41	0.42	0.43
Other Non-Operating	0.00	0.00	0.00	0.03	0.03	0.03
Total Expenses	1.90	3.38	7.04	3.06	3.00	3.09
Revenues Less Exps	0.41	0.11	0.23	(0.23)	0.01	0.12
Ending Fund Reserves	0.70	0.81	1.04	0.81	0.82	0.94
Minimum Rsrv Target	0.65	0.70	0.68	0.70	0.71	0.73
Debt Service Coverage	7.61	6.62	14.95	2.71	2.97	3.26

Chart A

Montara Water & Sanitary District 5-Year Water Expenses Projections (\$ Millions)



* Excludes capital projects funded by debt.

Table 7
Montara Water & Sanitary District
Projected Water Rates

Based on current rates with across-the-board rate adjustments

	Current Rate	Maximum Adopted	Projected				
			2013/14	2014/15	2015/16	2016/17	2017/18
Projected Rate Increase			9%	8%	8%	8%	8%
Service Charge per Meter per Month							
5/8" x 3/4"	\$21.67	\$25.59	\$23.62	\$25.51	\$27.55	\$29.75	\$32.13
3/4"	23.84	28.15	25.99	28.07	30.32	32.75	35.37
1"	30.46	35.83	33.20	35.86	38.73	41.83	45.18
1 1/2"	39.01	46.06	42.52	45.92	49.59	53.56	57.84
2"	62.85	74.21	68.51	73.99	79.91	86.30	93.20
3"	238.41	281.49	259.87	280.66	303.11	327.36	353.55
4"	303.43	358.26	330.74	357.20	385.78	416.64	449.97
Quantity Charges (\$ per hcf)							
Tier 1 0 - 6 hcf	\$6.80	\$7.43	\$7.41	\$8.00	\$8.64	\$9.33	\$10.08
Tier 2 7 - 13 hcf	9.07	9.91	9.89	10.68	11.53	12.45	13.45
Tier 3 14 - 27 hcf	11.34	12.39	12.36	13.35	14.42	15.57	16.82
Tier 4 Over 27 hcf	15.87	17.35	17.30	18.68	20.17	21.78	23.52

Table 8
Montara Water & Sanitary District
Bi-Monthly Water Rate Impacts

Bi-Monthly Charges

Bi-Monthly Use (hcf)	% of Bills in Block	% of Bills at or Below	Bi-Monthly Bills						
			Current	Max Adopted	2013/14	2014/15	2015/16	2016/17	2017/18
Overall Rate Increase					9%	8%	8%	8%	8%
0	3.8%	3.8%	\$21.67	\$25.59	\$23.62	\$25.51	\$27.55	\$29.75	\$32.13
1	1.7%	5.5%	28.47	33.02	31.03	33.51	36.19	39.08	42.21
2	1.7%	7.2%	35.27	40.45	38.44	41.51	44.83	48.41	52.29
3	3.2%	10.4%	42.07	47.88	45.85	49.51	53.47	57.74	62.37
4	3.8%	14.3%	48.87	55.31	53.26	57.51	62.11	67.07	72.45
5	5.3%	19.6%	55.67	62.74	60.67	65.51	70.75	76.40	82.53
6	5.8%	25.4%	62.47	70.17	68.08	73.51	79.39	85.73	92.61
7	6.1%	31.5%	71.54	80.08	77.97	84.19	90.92	98.18	106.06
8	6.8%	38.3%	80.61	89.99	87.86	94.87	102.45	110.63	119.51
9	6.8%	45.1%	89.68	99.90	97.75	105.55	113.98	123.08	132.96
10	7.0%	52.0%	98.75	109.81	107.64	116.23	125.51	135.53	146.41
11	6.1%	58.2%	107.82	119.72	117.53	126.91	137.04	147.98	159.86
12	5.9%	64.0%	116.89	129.63	127.42	137.59	148.57	160.43	173.31
13	5.2%	69.2%	125.96	139.54	137.31	148.27	160.10	172.88	186.76
14	4.4%	73.7%	137.30	151.93	149.67	161.62	174.52	188.45	203.58
15	3.5%	77.1%	148.64	164.32	162.03	174.97	188.94	204.02	220.40
16	3.3%	80.5%	159.98	176.71	174.39	188.32	203.36	219.59	237.22
17	3.0%	83.5%	171.32	189.10	186.75	201.67	217.78	235.16	254.04
18	2.6%	86.1%	182.66	201.49	199.11	215.02	232.20	250.73	270.86
19	2.3%	88.5%	194.00	213.88	211.47	228.37	246.62	266.30	287.68
20	1.9%	90.4%	205.34	226.27	223.83	241.72	261.04	281.87	304.50
21	1.5%	91.9%	216.68	238.66	236.19	255.07	275.46	297.44	321.32
22	1.2%	93.1%	228.02	251.05	248.55	268.42	289.88	313.01	338.14
23	1.0%	94.1%	239.36	263.44	260.91	281.77	304.30	328.58	354.96
24	1.0%	95.1%	250.70	275.83	273.27	295.12	318.72	344.15	371.78
25	0.6%	95.7%	262.04	288.22	285.63	308.47	333.14	359.72	388.60
26	0.7%	96.4%	273.38	300.61	297.99	321.82	347.56	375.29	405.42
27	0.6%	96.9%	284.72	313.00	310.35	335.17	361.98	390.86	422.24
28	0.6%	97.5%	300.59	330.35	327.65	353.85	382.15	412.64	445.76
29	0.5%	97.9%	316.46	347.70	344.95	372.53	402.32	434.42	469.28
30	0.2%	98.2%	332.33	365.05	362.25	391.21	422.49	456.20	492.80
31	0.2%	98.4%	348.20	382.40	379.55	409.89	442.66	477.98	516.32
32	0.2%	98.5%	364.07	399.75	396.85	428.57	462.83	499.76	539.84
33	0.2%	98.7%	379.94	417.10	414.15	447.25	483.00	521.54	563.36
34	0.1%	98.8%	395.81	434.45	431.45	465.93	503.17	543.32	586.88
35	0.1%	99.0%	411.68	451.80	448.75	484.61	523.34	565.10	610.40
36	0.1%	99.0%	427.55	469.15	466.05	503.29	543.51	586.88	633.92
37	0.1%	99.1%	443.42	486.50	483.35	521.97	563.68	608.66	657.44
38	0.0%	99.2%	459.29	503.85	500.65	540.65	583.85	630.44	680.96
39	0.1%	99.3%	475.16	521.20	517.95	559.33	604.02	652.22	704.48
40	0.1%	99.3%	491.03	538.55	535.25	578.01	624.19	674.00	728.00
41	0.1%	99.4%	506.90	555.90	552.55	596.69	644.36	695.78	751.52
42	0.0%	99.4%	522.77	573.25	569.85	615.37	664.53	717.56	775.04
43	0.0%	99.5%	538.64	590.60	587.15	634.05	684.70	739.34	798.56
44	0.0%	99.5%	554.51	607.95	604.45	652.73	704.87	761.12	822.08
45	0.0%	99.5%	570.38	625.30	621.75	671.41	725.04	782.90	845.60
46	0.0%	99.6%	586.25	642.65	639.05	690.09	745.21	804.68	869.12
47	0.1%	99.6%	602.12	660.00	656.35	708.77	765.38	826.46	892.64
48	0.0%	99.7%	617.99	677.35	673.65	727.45	785.55	848.24	916.16
49	0.0%	99.7%	633.86	694.70	690.95	746.13	805.72	870.02	939.68
50	0.0%	99.7%	649.73	712.05	708.25	764.81	825.89	891.80	963.20
75	51-75: 0.15%	99.9%	1,046.48	1,145.80	1,140.75	1,231.81	1,330.14	1,436.30	1,551.20
100	76-100: 0.09%	100.0%	1,443.23	1,579.55	1,573.25	1,698.81	1,834.39	1,980.80	2,139.20
101-200	101-200: 0.02%	100.0%	3,030.23	3,314.55	3,303.25	3,566.81	3,851.39	4,158.80	4,491.20
201+	> 200: 0.02%	100.0%							

Table 9
Montara Water & Sanitary District
Water Rate Impacts

	Current	2013/14	2014/15	2015/16	2016/17	2017/18
LOW USE: 6 hcf bi-monthly use (74 gpd)						
<i>25% of residential bills are at or below this level of use</i>						
Bi-Monthly Bill	\$62.47	\$68.08	\$73.51	\$79.39	\$85.73	\$92.61
Monthly Equivalent	31.24	34.04	36.76	39.70	42.87	46.31
Cost per Day	1.03	1.12	1.21	1.31	1.41	1.52
<i>All-In Cost per 100 gallons</i>	<i>1.39</i>	<i>1.52</i>	<i>1.64</i>	<i>1.77</i>	<i>1.91</i>	<i>2.06</i>
MEDIAN USE: 10 hcf bi-monthly use (123 gpd)						
<i>52% of residential bills are at or below this level of use</i>						
Bi-Monthly Bill	\$98.75	\$107.64	\$116.23	\$125.51	\$135.53	\$146.41
Monthly Equivalent	49.38	53.82	58.12	62.76	67.77	73.21
Cost per Day	1.62	1.77	1.91	2.06	2.23	2.41
<i>All-In Cost per 100 gallons</i>	<i>1.32</i>	<i>1.44</i>	<i>1.55</i>	<i>1.68</i>	<i>1.81</i>	<i>1.96</i>
AVERAGE USE: 11 hcf bi-monthly use (135 gpd)						
<i>58% of residential bills are at or below this level of use</i>						
Bi-Monthly Bill	\$107.82	\$117.53	\$126.91	\$137.04	\$147.98	\$159.86
Monthly Equivalent	53.91	58.77	63.46	68.52	73.99	79.93
Cost per Day	1.77	1.93	2.09	2.25	2.43	2.63
<i>All-In Cost per 100 gallons</i>	<i>1.31</i>	<i>1.43</i>	<i>1.54</i>	<i>1.67</i>	<i>1.80</i>	<i>1.94</i>
MOD-HIGH USE: 20 hcf bi-monthly use (246 gpd)						
<i>90% of residential bills are at or below this level of use</i>						
Bi-Monthly Bill	\$205.34	\$223.83	\$241.72	\$261.04	\$281.87	\$304.50
Monthly Equivalent	102.67	111.92	120.86	130.52	140.94	152.25
Cost per Day	3.38	3.68	3.97	4.29	4.63	5.01
<i>All-In Cost per 100 gallons</i>	<i>1.37</i>	<i>1.50</i>	<i>1.62</i>	<i>1.74</i>	<i>1.88</i>	<i>2.04</i>
HIGH USE: 35 hcf bi-monthly use (430 gpd)						
<i>99% of residential bills are at or below this level of use</i>						
Bi-Monthly Bill	\$411.68	\$448.75	\$484.61	\$523.34	\$565.10	\$610.40
Monthly Equivalent	205.84	224.38	242.31	261.67	282.55	305.20
Cost per Day	6.77	7.38	7.97	8.60	9.29	10.03
<i>All-In Cost per 100 gallons</i>	<i>1.57</i>	<i>1.71</i>	<i>1.85</i>	<i>2.00</i>	<i>2.16</i>	<i>2.33</i>

Table 2
Montara Water & Sanitary District
Existing Customer CIP & Funding Sources

	Funding Source	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	5-Year Total
Existing Customer CIP							
Distribution Syst Renewal/Repl Program							
Mech. Sys. Rep. & Replacements-Water	Rates	10,000	10,200	10,404	10,612	10,824	52,040
Water Meters	Rates	10,000	25,500	52,020	53,060	54,122	194,702
Water Lateral Services	Rates/GO Bonds	30,000	30,600	31,212	31,836	32,473	156,121
Water Main Replacements	Rates/GO Bonds	100,000	102,000	104,040	106,121	108,243	520,404
Replace Fire Hydrants	Rates/GO Bonds	5,000	5,100	5,202	5,306	5,412	26,020
Subtotal		155,000	173,400	202,878	206,936	211,074	949,288
Water Conservation Program	Rates	8,500	8,670	8,843	9,020	9,201	44,234
Well Rehabilitation Program							
South Airport Well Rehab & Fence	GO Bonds	150,000	-	-	-	-	150,000
Well Rehabilitation	Rates/GO Bonds	100,000	-	-	-	-	100,000
Subtotal		250,000	-	-	-	-	250,000
Storage Tank Rehabilitation Program	Rates/GO Bonds	-	100,000	-	-	-	100,000
Vehicle Replacement Fund	Rates	-	-	30,000	25,000	25,500	80,500
Public Works Plan Phase I Projects							
Schoolhouse Tank West	GO Bonds	600,000	-	-	-	-	600,000
Alta Vista Tank No. 2 New - Go Bonds	GO Bonds	200,000	80,000	-	-	-	280,000
Alta Vista Tank No. 2 New - SRF Loan	SRF Loan 022C	-	2,920,000	-	-	-	2,920,000
Airport Water Trtmt Plant - design	SRF Planning Loan	140,000	-	-	-	-	140,000
Airport Water Trtmt Plant - construction	I-Bank Loan (est)	-	1,550,000	-	-	-	1,550,000
Subtotal		940,000	4,550,000	-	-	-	5,490,000
Pillar Ridge Consolidation Project	Rates	-	150,000	200,000	50,000	50,000	450,000
Total Existing Customer CIP		1,353,500	4,982,070	441,721	290,956	295,775	7,364,022
Sources of Funds							
Rates		28,500	230,070	441,721	290,956	295,775	1,287,022
SRF Loan 022C (Alta Vista Tank)		-	2,920,000	-	-	-	2,920,000
SRF Loan 024 (planning loan)		140,000	-	-	-	-	140,000
GO Bonds		1,185,000	282,000	-	-	-	1,467,000
I-Bank Loan (est)		-	1,550,000	-	-	-	1,550,000
Total Sources of Funds		1,353,500	4,982,070	441,721	290,956	295,775	7,364,022

Table 4
Montara Water & Sanitary District
Water Enterprise Debt Service

With \$500,000 Planning Loan
 Repaid in 5 Years Starting 2014/15

	2006 PNC Lease	2012 SRF Loan	2012 SRF Loan	2014 SRF or I-B Loan	Total Debt Service
Issue Size	\$1,818,134	\$2,920,000	\$500,000	\$1,550,000	
Interest Rate	2.95%	2.2836%	2.0933%	2.75%	
Term	20 Years	20 Years	5 Years	20 Years	
Payments	Monthly	Semi-Annual	Semi-Annual	Semi-Annual	
Purpose	Water Meters (50% Water)	Alta Vista Tank	Planning Loan	Airport Trt Plant <i>Estimated</i>	
2012/13	61,735	-	-	-	61,735
2013/14	53,475	-	-	-	53,475
2014/15	56,340	-	105,846	-	162,186
2015/16	59,275	182,687	105,846	105,000	452,809
2016/17	62,325	182,687	105,846	105,000	455,859
2017/18	65,275	182,687	105,846	105,000	458,809
2018/19	68,875	182,687	105,846	105,000	462,409
2019/20	72,425	182,687	-	105,000	360,112
2020/21	76,130	182,687	-	105,000	363,817
2021/22	79,905	182,687	-	105,000	367,592
2022/23	83,520	182,687	-	105,000	371,207
2023/24	87,230	182,687	-	105,000	374,917
2024/25	88,558	182,687	-	105,000	376,245
2025/26	88,650	182,687	-	105,000	376,337
2026/27	29,536	182,687	-	105,000	317,224
2027/28	-	182,687	-	105,000	287,687
2028/29	-	182,687	-	105,000	287,687
2029/30	-	182,687	-	105,000	287,687
2030/31	-	182,687	-	105,000	287,687
2031/32	-	182,687	-	105,000	287,687
2032/33	-	182,687	-	105,000	287,687
2033/34	-	182,687	-	105,000	287,687
2034/35	-	182,687	-	105,000	287,687

Table 5
Montara Water & Sanitary District
Accounts & Estimated 2012/13 Service Charge Revenues

	Residential	Commercial	Total
NUMBER OF ACCOUNTS			
Water Service			
5/8" x 3/4"	1,604	17	1,621
3/4"	2	6	8
1"	14	2	16
1-1/2"	2	3	5
2"	4	2	6
3"	0	0	0
<u>4"</u>	<u>2</u>	<u>0</u>	<u>2</u>
Subtotal	1,628	30	1,658
Private Fire			
4"	119	0	119
6"	5	0	5
8"	0	0	0
10"	1	0	1
<u>12"</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	125	0	125
Total All Meters	1,753	30	1,783

EST. FIXED SERVICE CHARGE REVENUES 2012/13

Water Service			
5/8" x 3/4"	\$417,104	\$4,421	\$421,525
3/4"	572	1,716	2,289
1"	5,117	731	5,848
1-1/2"	936	1,404	2,341
2"	3,017	1,508	4,525
3"	0	0	0
<u>4"</u>	<u>7,282</u>	<u>0</u>	<u>7,282</u>
Subtotal	434,029	9,781	443,810
Private Fire			
4"	\$21,206	\$0	\$21,206
6"	1,263	0	1,263
8"	0	0	0
10"	709	0	709
<u>12"</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	23,178	0	23,178
Total Service Charge Revenues	\$457,207	\$9,781	\$466,988

**Table 6
Montara Water & Sanitary District
Historical & Adopted Water Rates**

Prior Rate Structure		2006	May-1 2007	Jul-1 2008	Jul-1 2009	Revised Rate Structure		Dec-1 2010	Jul-1 2012	Adopted Max Rate
Quantity Charges (\$ per hcf)						Quantity Charges (\$ per hcf)				
<u>Tier</u>	<u>Bi-Monthly Use</u>					<u>Tier</u>	<u>Bi-Monthly Use</u>		<u>Equiv. Rate per 100 glns</u>	
Tier 1	0-19 hcf	\$4.479	\$4.733	\$4.987	\$5.240	Tier 1	0-6 hcf	\$6.54	\$6.80	\$0.91
Tier 2	> 19 hcf	5.731	6.285	6.839	7.393	Tier 2	7-13 hcf	8.72	9.07	1.21
						Tier 3	14-27 hcf	10.90	11.34	1.52
						Tier 4	>27 hcf	15.26	15.87	2.12
										17.35
Service Charge per Meter per Month						Service Charge per Meter per Month				
									<u>\$ per Day</u>	
5/8 x 3/4 inch meter		\$28.61	\$30.76	\$32.90	\$35.05			\$20.84	\$21.67	\$0.71
3/4 inch meter		34.13	36.69	39.25	41.81			22.92	23.84	0.78
1 inch meter		46.46	49.94	53.43	56.91			29.18	30.46	1.00
1-1/2 inch meter		62.06	66.71	71.37	76.02			37.51	39.01	1.28
2 inch meter		83.84	90.13	96.41	102.70			60.44	62.85	2.07
3 inch meter		155.09	166.72	178.36	189.99			229.24	238.41	7.84
4 inch meter		210.95	226.77	242.59	258.41			291.76	303.43	9.98
										358.26
Private Fire Protection Charge per Month						Private Fire Protection Charge per Month				
									<u>\$ per Day</u>	
4 inch connection or smaller		\$11.34	\$12.19	\$13.04	\$13.89			\$13.89	\$14.85	0.49
6 inch connection		16.07	17.28	18.48	19.69			19.69	21.05	0.69
8 inch connection		21.42	23.03	24.63	26.24			26.24	28.05	0.92
10 inch connection		45.15	48.54	51.92	55.31			55.31	59.12	1.94
12 inch connection		63.00	67.73	72.45	77.18			77.18	82.51	2.71

Table 4B
Montara Water & Sanitary District
Water Enterprise Debt Service

With \$500,000 Planning Loan
 Rolled into 20-Year SRF Loan

	2006 PNC Lease	2012 SRF Loan	2012 SRF Loan	2014 I-Bank Loan	Total Debt Service
Issue Size	\$1,818,134	\$2,920,000	\$500,000	\$1,550,000	
Interest Rate	2.95%	2.2836%	2.7500%	2.75%	
Term	20 Years	20 Years	20 Years	20 Years	
Payments	Monthly	Semi-Annual	Semi-Annual	Semi-Annual	
Purpose	Water Meters (50% Water)	Alta Vista Tank	Planning Loan	Airport Trt Plant <i>Estimated</i>	
2012/13	61,735	-	-	-	61,735
2013/14	53,475	-	-	-	53,475
2014/15	56,340	-	-	-	56,340
2015/16	59,275	182,687	34,300	105,000	381,262
2016/17	62,325	182,687	34,300	105,000	384,312
2017/18	65,275	182,687	34,300	105,000	387,262
2018/19	68,875	182,687	34,300	105,000	390,862
2019/20	72,425	182,687	34,300	105,000	394,412
2020/21	76,130	182,687	34,300	105,000	398,117
2021/22	79,905	182,687	34,300	105,000	401,892
2022/23	83,520	182,687	34,300	105,000	405,507
2023/24	87,230	182,687	34,300	105,000	409,217
2024/25	88,558	182,687	34,300	105,000	410,545
2025/26	88,650	182,687	34,300	105,000	410,637
2026/27	29,536	182,687	34,300	105,000	351,524
2027/28	-	182,687	34,300	105,000	321,987
2028/29	-	182,687	34,300	105,000	321,987
2029/30	-	182,687	34,300	105,000	321,987
2030/31	-	182,687	34,300	105,000	321,987
2031/32	-	182,687	34,300	105,000	321,987
2032/33	-	182,687	34,300	105,000	321,987
2033/34	-	182,687	34,300	105,000	321,987
2034/35	-	182,687	34,300	105,000	321,987

Table 10
Montara Water and Sanitary District
Water Rate Structure Comparison

Rates Effective 2012/13

	Montara WSD		Coastside CWD		North Coast CWD	
Fixed Service Charge (per Month)						
Typical Residential Meter Charge		\$21.67		\$17.21		\$12.47
Water Quantity Charges						
<u>Bi-Monthly Tiers</u>						
Tier 1	0 - 6 hcf	\$6.80	0 - 8 hcf	\$5.62	0 - 5 hcf	\$2.53
Tier 2	7 - 13 hcf	9.07	9 - 25 hcf	6.19	6 - 16 hcf	5.62
Tier 3	14 - 27 hcf	11.34	26 - 40 hcf	8.05	17 - 28 hcf	8.04
Tier 4	> 27 hcf	15.87	> 41 hcf	9.95	> 28 hcf	14.75

Appendix A
Water Consumption Analysis

Table A1
Montara Water & Sanitary District
Actual vs. Projected Water Sales by Tier

2009/10				2011/12			2012/13		
PROJECTED (from Nov 2010 Water Rate Study)									
		Consumption (hcf)		Consumption (hcf)			Consumption (hcf)		
Tier	(hcf)	in Tier	% of Total	Decrease	in Tier	% of Total	Decrease	in Tier	% of Total
Tier 1	0 - 6 hcf	53,598	41.3%	4%	51,454	41.7%	3%	49,910	42.1%
Tier 2	7 - 13 hcf	40,627	31.3%	5%	38,596	31.3%	4%	37,052	31.2%
Tier 3	14 - 27 hcf	22,826	17.6%	6%	21,456	17.4%	5%	20,384	17.2%
Tier 4	Over 27 hcf	<u>12,842</u>	<u>9.9%</u>	7%	<u>11,943</u>	<u>9.7%</u>	6%	<u>11,226</u>	<u>9.5%</u>
Total		129,893	100.0%		123,449	100.0%		118,572	100.0%
<i>Total Change in Water Consumption</i>				-5.0%			-4.0%		
ACTUAL									
		Consumption (hcf)		Consumption (hcf)			Consumption (hcf)		
Tier	Break	in Tier	% of Total	Decrease	in Tier	% of Total	Decrease	in Tier	% of Total
Tier 1	0 - 6 hcf	53,598	41.3%	-1%	53,319	44.9%	1%	53,708	43.4%
Tier 2	7 - 13 hcf	40,627	31.3%	-6%	38,076	32.1%	1%	38,570	31.2%
Tier 3	14 - 27 hcf	22,826	17.6%	-23%	17,543	14.8%	10%	19,367	15.7%
Tier 4	Over 27 hcf	<u>12,842</u>	<u>9.9%</u>	-24%	<u>9,723</u>	<u>8.2%</u>	23%	<u>11,974</u>	<u>9.7%</u>
Total		129,893	100.0%		118,661	100.0%		123,619	100.0%
<i>Total Change in Water Consumption</i>				-8.6%			4.2%		

(1) Consumption includes all customers (residential and non-residential)

Table A2
Montara Water & Sanitary District
Single Family Residential Consumption Block Analysis 2012/13

Median Bi-Monthly Use: 10 hcf
Average Bi-Monthly Use: 11.4 hcf

Bi-Monthly Use (hcf)	Number of Bills				Water Use (hcf)		Use Through Break	
	In Block	% of Total	Cumulative	Cumulative %	In Block	% of Ttl	Use (hcf)	% of Ttl
0	375	3.8%	375	3.8%	0	0.0%	0	0.0%
1	167	1.7%	542	5.5%	167	0.1%	9,405	8.4%
2	167	1.7%	709	7.2%	334	0.3%	18,643	16.7%
3	312	3.2%	1,021	10.4%	936	0.8%	27,714	24.8%
4	375	3.8%	1,396	14.3%	1,500	1.3%	36,473	32.6%
5	519	5.3%	1,915	19.6%	2,595	2.3%	44,857	40.1%
6	565	5.8%	2,480	25.4%	3,390	3.0%	52,722	47.1%
7	597	6.1%	3,077	31.5%	4,179	3.7%	60,022	53.6%
8	669	6.8%	3,746	38.3%	5,352	4.8%	66,725	59.6%
9	661	6.8%	4,407	45.1%	5,949	5.3%	72,759	65.0%
10	683	7.0%	5,090	52.0%	6,830	6.1%	78,132	69.8%
11	598	6.1%	5,688	58.2%	6,578	5.9%	82,822	74.0%
12	575	5.9%	6,263	64.0%	6,900	6.2%	86,914	77.6%
13	507	5.2%	6,770	69.2%	6,591	5.9%	90,431	80.8%
14	434	4.4%	7,204	73.7%	6,076	5.4%	93,441	83.5%
15	340	3.5%	7,544	77.1%	5,100	4.6%	96,017	85.8%
16	325	3.3%	7,869	80.5%	5,200	4.6%	98,253	87.8%
17	296	3.0%	8,165	83.5%	5,032	4.5%	100,164	89.5%
18	258	2.6%	8,423	86.1%	4,644	4.1%	101,779	90.9%
19	229	2.3%	8,652	88.5%	4,351	3.9%	103,136	92.1%
20	188	1.9%	8,840	90.4%	3,760	3.4%	104,264	93.1%
21	148	1.5%	8,988	91.9%	3,108	2.8%	105,204	94.0%
22	118	1.2%	9,106	93.1%	2,596	2.3%	105,996	94.7%
23	99	1.0%	9,205	94.1%	2,277	2.0%	106,670	95.3%
24	94	1.0%	9,299	95.1%	2,256	2.0%	107,245	95.8%
25	61	0.6%	9,360	95.7%	1,525	1.4%	107,726	96.2%
26	65	0.7%	9,425	96.4%	1,690	1.5%	108,146	96.6%
27	54	0.6%	9,479	96.9%	1,458	1.3%	108,501	96.9%
28	54	0.6%	9,533	97.5%	1,512	1.4%	108,802	97.2%
29	45	0.5%	9,578	97.9%	1,305	1.2%	109,049	97.4%
30	24	0.2%	9,602	98.2%	720	0.6%	109,251	97.6%
31	18	0.2%	9,620	98.4%	558	0.5%	109,429	97.8%
32	17	0.2%	9,637	98.5%	544	0.5%	109,589	97.9%
33	20	0.2%	9,657	98.7%	660	0.6%	109,732	98.0%
34	9	0.1%	9,666	98.8%	306	0.3%	109,855	98.1%
35	13	0.1%	9,679	99.0%	455	0.4%	109,969	98.2%
36	8	0.1%	9,687	99.0%	288	0.3%	110,070	98.3%
37	8	0.1%	9,695	99.1%	296	0.3%	110,163	98.4%
38	4	0.0%	9,699	99.2%	152	0.1%	110,248	98.5%
39	8	0.1%	9,707	99.3%	312	0.3%	110,329	98.6%
40	6	0.1%	9,713	99.3%	240	0.2%	110,402	98.6%
41	10	0.1%	9,723	99.4%	410	0.4%	110,469	98.7%
42	3	0.0%	9,726	99.4%	126	0.1%	110,526	98.7%
43	2	0.0%	9,728	99.5%	86	0.1%	110,580	98.8%
44	2	0.0%	9,730	99.5%	88	0.1%	110,632	98.8%
45	3	0.0%	9,733	99.5%	135	0.1%	110,682	98.9%
46	3	0.0%	9,736	99.6%	138	0.1%	110,729	98.9%
47	8	0.1%	9,744	99.6%	376	0.3%	110,773	99.0%
48	4	0.0%	9,748	99.7%	192	0.2%	110,809	99.0%
49	4	0.0%	9,752	99.7%	196	0.2%	110,841	99.0%
50	0	0.0%	9,752	99.7%	0	0.0%	110,869	99.0%
51-75	15	0.2%	9,767	99.9%	905	0.8%	111,349	99.5%
76-100	9	0.1%	9,776	100.0%	784	0.7%	111,558	99.7%
101-200	2	0.0%	9,778	100.0%	331	0.3%	111,889	99.9%
201+	2	0.0%	9,780	100.0%	457	0.4%	111,946	100.0%
Total	9,780	100.0%			111,946	100.0%		

Chart B

Montara Water & Sanitary District Bi-Monthly Single Family Residential Water Bill Distribution 2012/13

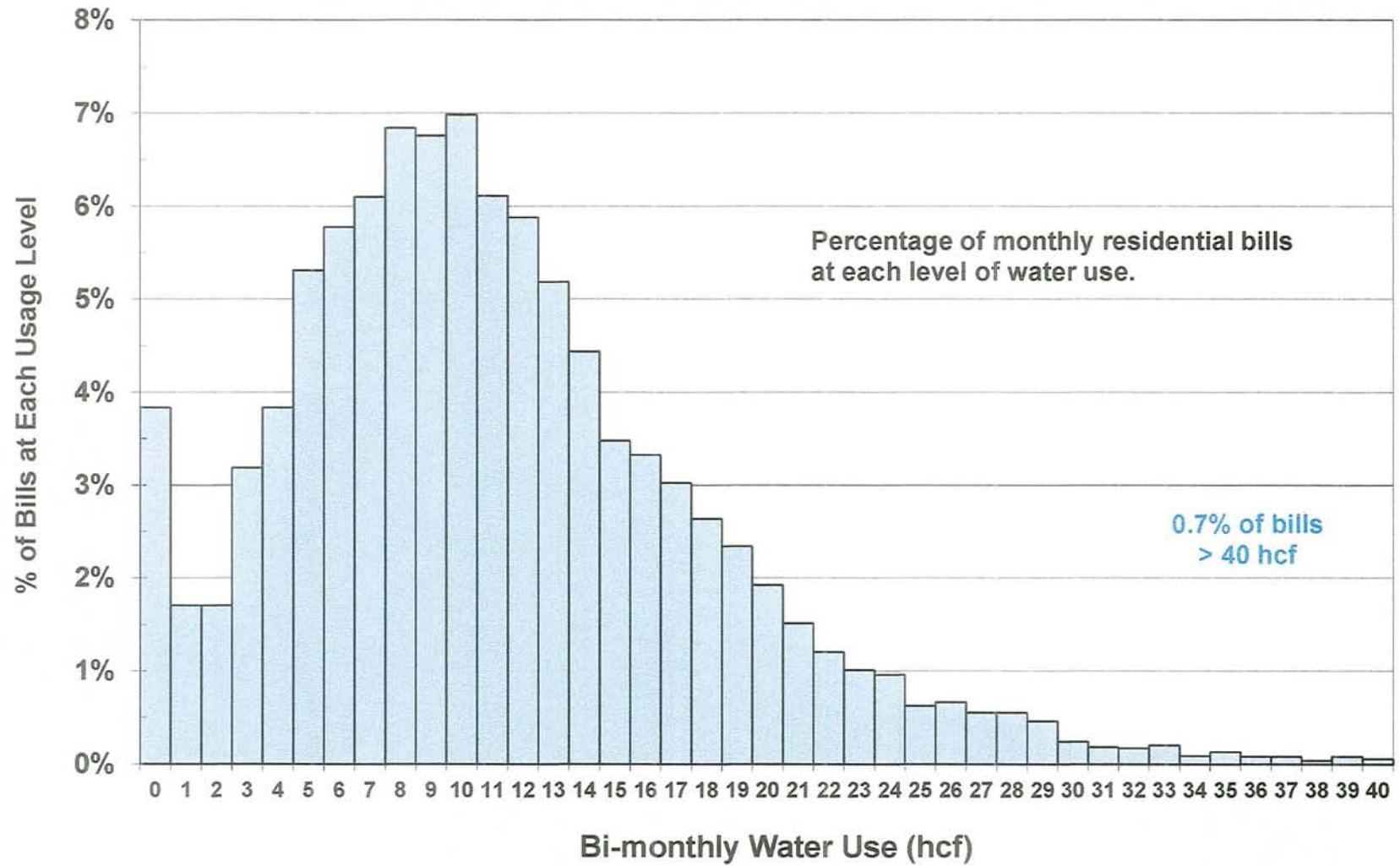


Table A3
Montara Water & Sanitary District
Residential Water Use Statistics

Fiscal Year	Bi-Monthly Water Use (hcf)			
	25th Percentile	Median¹	Average	75th Percentile
2011/12	6.0	10.0	11.1	14.0
2012/13	6.0	10.0	11.4	14.0
2-Year Avg (hcf)	6.0	10.0	11.3	14.0

¹ Half of all annual bi-monthly bills have water use at or below this level.

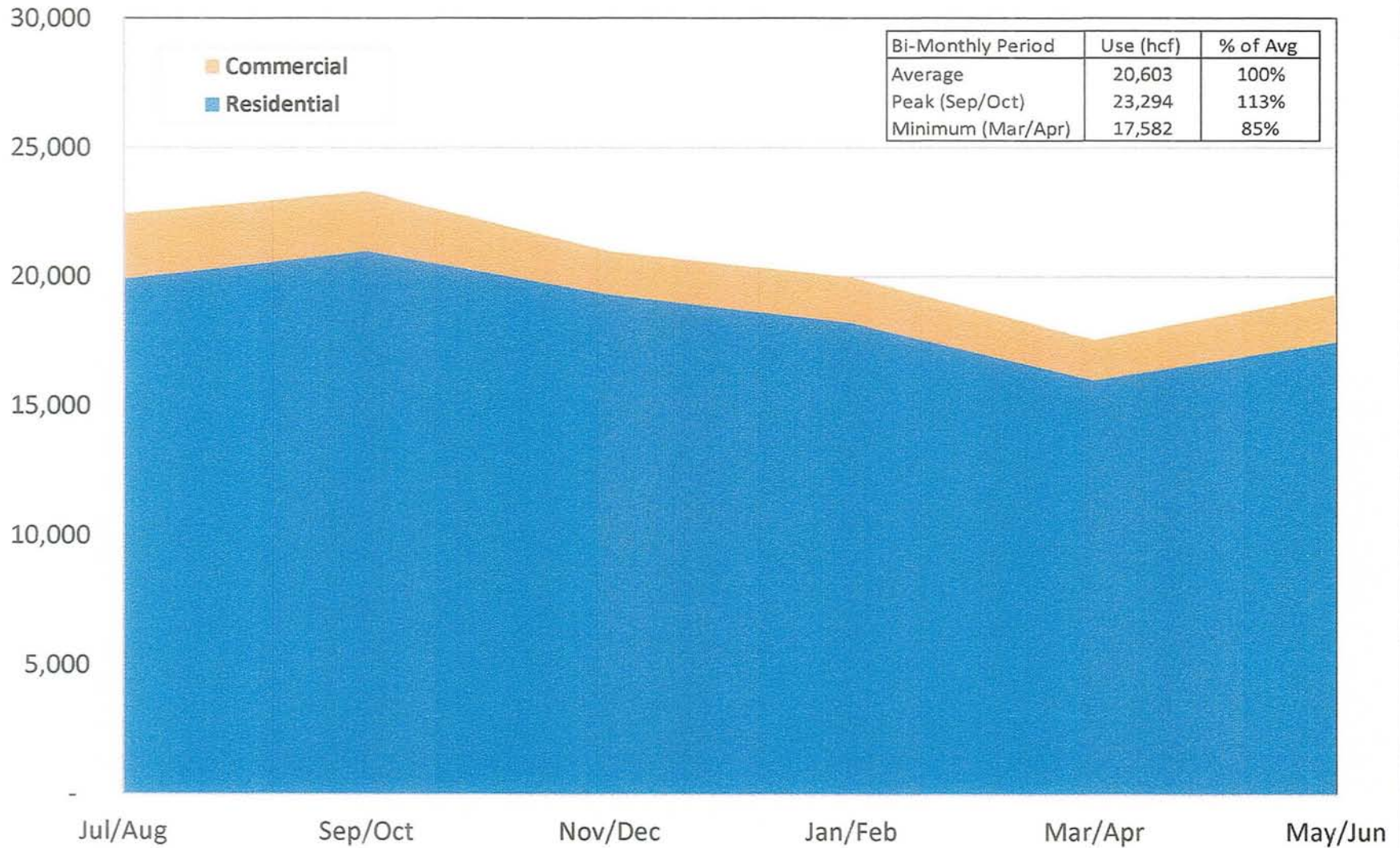
Table A4
Montara Water & Sanitary District
Residential & Commercial Consumption By Current Tier Breakpoints

Tier	Bi-Monthly Use (hcf)	Number of Bills Ending		Water Consumption (hcf)		Rate	Total Revenues
		in Tier	% of Total	in Tier	% of Total		
RESIDENTIAL							
2011/12							
Tier 1	0 - 6	2,525	25.8%	52,397	48.2%	\$6.540	\$342,676
Tier 2	7 - 13	4,351	44.5%	37,287	34.3%	\$8.720	\$325,143
Tier 3	14 - 27	1,472	15.1%	16,337	15.0%	\$10.900	\$178,073
Tier 4	Over 27	<u>1,432</u>	<u>14.6%</u>	<u>2,695</u>	<u>2.5%</u>	\$15.260	<u>\$41,126</u>
Total		9,780	100.0%	108,716	100.0%		\$887,018
2012/13							
Tier 1	0 - 6	2,480	25.4%	52,722	47.1%	\$6.800	\$358,510
Tier 2	7 - 13	4,290	43.9%	37,709	33.7%	\$9.070	\$342,021
Tier 3	14 - 27	2,709	27.7%	18,070	16.1%	\$11.340	\$204,914
Tier 4	Over 27	<u>301</u>	<u>3.1%</u>	<u>3,445</u>	<u>3.1%</u>	\$15.870	<u>\$54,672</u>
Total		9,780	100.0%	111,946	100.0%		\$960,116
COMMERCIAL							
2011/12							
Tier 1	0 - 6	72	36.4%	922	9.3%	\$6.540	\$6,030
Tier 2	7 - 13	26	13.1%	789	7.9%	\$8.720	\$6,880
Tier 3	14 - 27	28	14.1%	1,206	12.1%	\$10.900	\$13,145
Tier 4	Over 27	<u>72</u>	<u>36.4%</u>	<u>7,028</u>	<u>70.7%</u>	\$15.260	<u>\$107,247</u>
Total		198	100.0%	9,945	100.0%		\$133,303
2012/13							
Tier 1	0 - 6	60	30.3%	986	8.4%	\$6.800	\$6,705
Tier 2	7 - 13	31	15.7%	861	7.4%	\$9.070	\$7,809
Tier 3	14 - 27	30	15.2%	1,297	11.1%	\$11.340	\$14,708
Tier 4	Over 27	<u>77</u>	<u>38.9%</u>	<u>8,529</u>	<u>73.1%</u>	\$15.870	<u>\$135,355</u>
Total		198	100.0%	11,673	100.0%		\$164,577
TOTAL							
2011/12							
Tier 1	0 - 6	2,597	26.0%	53,319	44.9%	\$6.540	\$348,706
Tier 2	7 - 13	4,377	43.9%	38,076	32.1%	\$8.720	\$332,023
Tier 3	14 - 27	1,500	15.0%	17,543	14.8%	\$10.900	\$191,219
Tier 4	Over 27	<u>1,504</u>	<u>15.1%</u>	<u>9,723</u>	<u>8.2%</u>	\$15.260	<u>\$148,373</u>
Total		9,978	100.0%	118,661	100.0%		\$1,020,321
2012/13							
Tier 1	0 - 6	2,540	25.5%	53,708	43.4%	\$6.800	\$365,214
Tier 2	7 - 13	4,321	43.3%	38,570	31.2%	\$9.070	\$349,830
Tier 3	14 - 27	2,739	27.5%	19,367	15.7%	\$11.340	\$219,622
Tier 4	Over 27	<u>378</u>	<u>3.8%</u>	<u>11,974</u>	<u>9.7%</u>	\$15.870	<u>\$190,027</u>
Total		9,978	100.0%	123,619	100.0%		\$1,124,693

Chart C

Montara Water & Sanitary District

Bi-Monthly Water Use by Customer Class FY 2012/13





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **July 18, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

A blue ink handwritten signature, appearing to be 'C Heldmaier', written over the printed name of the General Manager.

SUBJECT: Review and Possible Action Concerning Well Rehabilitation Program

The District's 2011 Water System Master Plan and 2012 Capital Improvement Program (CIP) and Draft 2013 CIP all included a Well Rehabilitation Program to address the need to rehabilitate and renew the water supply wells. The District need to rehabilitate the following wells to restore their respective capacities to design levels:

1. South Airport Well: this well is off line and unable to pump into the system due to iron and manganese precipitating on the screens. The well needs to be re-drilled and screens and casing replaced to restore water production. The proposed new well configuration will maintain the depth of the well and decrease the casing from 10 to 8 inches in diameter. This project would most likely qualify for a Coastal Permit Exemption (CDX) under the San Mateo County Local Coastal Program (LCP).
2. Portola Wells I, II, III, and Drake and Wagner Wells: production of all four Portola Wells' has deteriorated over time to below the design levels due to high levels and precipitation on the screen of iron and manganese. Moreover, the well pumps have reached their life expectancy and require replacement. This project would also most likely qualify for a CDX as a repair and renewal project.

Staff conducted a search for qualified drilling contractors experienced in drilling and rehabilitation of public water supply wells. Two contractors appear to be most qualified and able to perform the work: Maggiora Bros. of Watsonville, CA, and Earth Flow of Santa Cruz, CA.

RECOMMENDATION: Authorize the General Manager to Request Quotations from Maggiora Bros. of Watsonville, CA, and Earth Flow of Santa Cruz, CA to rehabilitate the South Airport Well and four Portola Wells.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **July 18, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Review and Possible Action Concerning
Schoolhouse Tank Construction Update**

In May 2013, the Board awarded the Schoolhouse Tank West Project (Project) construction contract. The project includes construction of a new 100,000-gallon welded steel tank and demolition of the existing concrete tank that has been off line since the Schoolhouse Tank East went on line in 2012. The contractor, Paso Robles Tank, Inc. (PRT) has been issued a notice to proceed and staff conducted the construction kick-off meeting on July 16, 2013. The contract specified 90-day construction duration.

The following are the key milestones for the construction:

- Start Date: July 15, 2013
- Mobilization: July 23, 2013
- Demolition: July 25, 2013
- End Date: November 15, 2013

The hours of work are as specified in the District's Public Works Plan, Monday through Friday, 7 am to 6 pm.

RECOMMENDATION: This item is for Board information only.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **July 18, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Review and Possible Action Concerning
Abandonment of Easement for Water Main at
138 Seacliff St.**

The District holds an easement for a 2" water main on the premises of 138 Seacliff. The old water main was upgraded and replaced in 2011. The new 6" pipe is located in the public right of way and the easement will not be needed in the future. The owner has asked to abandon the easement. Staff asked District Counsel to review the file and prepare a resolution abandoning the still existing easement.

RECOMMENDATION:

Adopt Resolution No. ____, RESOLUTION FINDING THAT THE HEREIN DESCRIBED REAL PROPERTY INTEREST IS NO LONGER REQUIRED FOR DISTRICT PURPOSES AND AUTHORIZING AND DIRECTING EXECUTION OF A QUITCLAIM DEED PERTAINING THERETO.

Attachment to be provided at the meeting



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **July 18, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Review and Possible Action Concerning
Reconsideration of Treasurer Position.**

Staff received a request from the Treasurer to place the item on the agenda.

RECOMMENDATION:

No staff recommendation.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **July 18, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

SUBJECT: Managers Report

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

Attended Meetings:

On June 25 the General Manager attended a meeting with the District's Solid Waste Committee and representatives from Recology to discuss a new agreement to provide waste disposal services.

In addition, the General Manager attended phone calls and conferences with consultants, directors, and customers.

Conferences: The General Manager attended the California Special District Associations General Manager Leadership Summit July 14-16.

Manager Leave: The General Manager will be in vacation from August 5-16.

RECOMMENDATION:

This is for Board information only.