



MONTARA WATER & SANITARY DISTRICT

Serving the Communities of Montara and Moss Beach

P.O. Box 370131
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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

June 6, 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 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 for April 2013.
8. Rain Report.
9. Solar Energy Report.

OLD BUSINESS

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

NEW BUSINESS

1. Review and Possible Action Concerning Water and Sewer Capital Improvement Programs.
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.
3. Review and Possible Action Concerning Approving a Notice of Public Hearing for Revisions to the Master Fee Schedule.
4. Review and Possible Action Concerning Proposed Sale of Surplus Air Compressor and Related Equipment.
5. Review and Possible Action Concerning Award of Contract for the Construction of the Schoolhouse Tank West and Demolition of the Existing Concrete Tank.
6. Review and Possible Action Concerning Tank Inspection Report.
7. Review and Possible Action Concerning Approval of Ground Sublease/Water Extraction Agreement with San Mateo County.
8. Review and Possible Action Concerning Cancellation of Regular Scheduled Meeting July 4, 2013.

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 LEGAL COUNSEL – EXISTING LITIGATION

(Gov't. C. §54956.9(a))

Names of cases:

- (i) Montara Water and Sanitary District v. County of San Mateo, Santa Clara Cnty. Super. Ct. No. 1-07-CV-088793 (inactive); U.S. Dist. Ct., N.D., San Jose Div. No. CV 08 2814 JF (closed); USCA, 9th Cir. No. 09-15822

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
May 2, 2013

MINUTES

REGULAR SESSION BEGAN AT 7:55 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 - None

PUBLIC HEARING - None

CONSENT AGENDA –

1. Approve Minutes for Meetings of April 4 and April 18, 2013.
2. Approve Financial Statements for March 2013.
3. Approve Warrants for May 1, 2013.
4. SAM Flow Report for March 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 asked to have the Minutes for the Meetings of April 4th and 18th pulled from the consent agenda.

General Manager Heldmaier reported the financial statements will be submitted at the May 16th meeting.

Director Boyd moved to approve the consent agenda items 3 through 9. Director Harvey seconded the motion. All Directors were in favor by a roll call vote.

Director Thollaug requested for corrections made to page 3 of the April 4th minutes to read the following: "Tim Krisch reported on the progress made to reconcile the Water and Sewer funds. While considerable work has been done, there was further work to accomplish, particularly reconciliation of balance sheet accounts and reconciliation of payroll expenses accounts".

Director Thollaug further requested for corrections made to page 2 of the April 18th minutes to read the following: "Director Thollaug had further comments and questions regarding the difficulty Maze was reporting with respect to cleaning up previous accounting practices, problems with reconciliation of balance sheet accounts, difficulty reconciling payroll expense accounts despite the considerable effort of Maze to do so, and the restructuring of the chart of accounts".

After the corrections have been made, the minutes will be presented at the next meeting for Board approval.

OLD BUSINESS –

1. Review and Possible Action Concerning Sewer Authority Mid-Coastside Budget.

General Manager Heldmaier reported the Sewer Authority Mid-Coastside (SAM) Board approved draft budgets for distribution to the member agencies. The budgets were subsequently presented to this Board in April.

The General Budget (O&M) costs for general expenses are shared among the Member Agencies based on their percentage of flow into the treatment plant during the previous year. The SAM Board approved the application of the previously used prior year's average of MA flows as the multiplier for developing the cost allocations application instead of a three year rolling average. SAM is proposing FY 2013/14 General O&M budget of \$3,165,816. MWSD's total share of the General budget would be \$653,911.

The proposed Collections Contract Budget for FY 2012/13 is now \$813,366. The proposed assessment for MWSD is \$323,330.

No Project Budget has been presented at this time. The SAM Board approved a draft 5 year Capital Maintenance Program that is also attached. The new SAM Reserve Policy requests the reimbursement of the currently held excess funds. According to the SAM Manager the excess funds exceed the required monies for the first year of the draft CIP.

Steve Leonard, SAM General Manager reported:

The new version (version #3) of the budget, based on the new Local 39 MOU which had been settled one week ago, will be given to General Manager Heldmaier at the end of this meeting.

Collections Budget is a fully operational budget. At this time there are two vacancies. We will review the levels of service our member agencies want and will bring back any changes needed to achieve that goal.

Legal Fees were based on a ten year average.

The increase for Director Fees was based on more Board and Committee meetings needed last year.

Mr. Leonard noted the CIP is a living document and will be changing from time to time. His goal is to give the member agencies as much information as possible so they can plan ahead of time for future expenses.

2. 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. 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.

At the last meeting Maze presented Balance Sheet and P&L Statements and reported in detail about their progress working on the revision of the accounting system.

At the May 16th meeting, a full set of March Financial Statements will be submitted.

Maze continues to work closely with staff on the changes. A draft chart of accounts and suggested numbering system is currently under review by the finance committee.

Director Thollaug reported Maze and Associates was tasked with reviewing the Chart of Accounts and having a Chart of Accounts that will provide the granularity we need to conduct the operations of the District. As of the end of this Fiscal Year, July 1,

2013, they will be moving us to a unified Quickbooks installation for both Sewer and Water. Instead of having 2 Quickbooks data sets we will be moving to a single one. We are taking the time to coordinate the Chart of Accounts between the two so the account numbers that are the same for both sides will use the same number and accounts that appear only in water and only in sewer will fall into the right sequencing. Both Director Ptacek and myself have had a chance to review this and fully expect those new numbers will be implemented and part of the financial statements delivered to the Board on May 16th. Director Thollaug has not reviewed the Balance Sheet accounts and will meet with Maze and Associates to understand the granularity, the ways the accounts are named and the accounting processes that Maze is going to use.

Director Thollaug reported Maze and Associates has put a lot of effort into reconciling the balance sheet accounts and straightening out the previous problems with double posting in payroll, and by the middle of this month we will have a set of financials, year to date, we can rely on.

NEW BUSINESS -

1. Review and Possible Action Concerning Water Rate Study.

General Manager Heldmaier reported 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. Any increase to the District's water rates requires the prop 218 process.

At this time Bartle Wells is preparing the study and would like to keep the Board informed about the progress. Alex Handlers will be present at the meeting to present the current status and ask for input from the full board.

Mr. Handler discussed the background for the study, the financial challenges the district is facing, financial plan and rate projections and the current rate structure. The next steps to take are to receive preliminary input from District Board, work closely with the Rate Committee, analyze data, develop financial and rate projections and evaluate alternatives. Present draft findings and recommendations to the Board for additional input, incorporate input and finalize recommendations, Board approval and finally the prop. 218 rate increase process.

Mr. Handler will look into what is remaining from the last prop 218 process and will report back to the Board with his findings.

Bill Kehoe a resident of Moss Beach is requesting the Rate Committee to include residents on the Committee as well. Mr. Kehoe will contact a fellow resident that has been interested in helping with this committee.

2. Review and Possible Action Concerning Alta Vista Water Treatment Plant and Well Electrical Analysis.

General Manager Heldmaier reported the District Water System Engineer needed an experienced electrical engineer to investigate the existing power facilities at the Alta Vista Site for the primary purpose of informing the new Alta Vista Tank design and the secondary purpose of documenting existing systems and recommending improvements, if any were needed.

The electrical engineer has conducted a site visit and presented a summary of issues based on his findings and interviews with MWSD's staff.

Staff recommends, based on the findings that additional work be conducted to develop an Electrical Single Line diagram of the existing system and make recommendations for the addressing the short-term electrical issues at the site with the purpose of increasing reliability of the treatment plant and well site electrical system. The cost of the proposed work is estimated at \$9,800.

Paul Giozsetto with TJCAA, Inc. was on hand to discuss the Alta Vista WTP and Well Site Electrical Analysis and any recommendations with the Board.

Director Boyd moved to authorize the General Manager to execute a contract with Geotechnical Consultants, Inc., not to exceed \$9,800. Director Harvey seconded the motion. All Directors were in favor by a roll call vote.

3. Review and Possible Action Concerning Addition of Madrone Avenue Sewer Replacement to 2013 Sewer Improvement Project.

General Manager Heldmaier reported the District is currently implementing the 2013 Sewer Improvement Project. The awarded low bid for the project was \$409,435. This consists of \$362,734 the base bid which included \$9,858 in pre-construction, CC-TV pipe inspection and \$46,701 for the Additive Alternate A – Nevada Street Crossing CIPP. In the CIP the District anticipated to spend a total of \$521,000 for mainline replacements, televising and spot repairs. The Contractor started construction on April 24th, 2013.

The County of San Mateo informed the District that there is a paving project later this summer on San Ramone Avenue and Madrone Avenue in Seal Cove. Spot repairs are already scheduled for those sections of sewer main. Pre-Construction video of Madrone Ave. found pipe to be in poor condition and to have more defects than can be repaired economically with just spot repairs. For this reason and due to the pending County paving project with the subsequent 5 year no-dig moratorium, we recommend adding the sewers on Madrone Ave. from San Ramone Ave. West to the vicinity of Seal Cove Pump Station #3 to the 2013 Sewer Rehabilitation Project. We estimate the replacement of 475 LF of sewer main pipes to be approximately \$50,000.

District Sewer Engineer, Pippin Cavagnaro was on hand to answer any questions the Board may have.

Director Boyd motioned to authorize the General Manager to request a proposal and issue a change order to the Sewer Improvement Project 2013 to include the Madrone Ave. Sewer not to exceed \$50,000. Director Harvey seconded the motion. All Directors were in favor by a roll call vote.

4. Review and Possible Action Concerning Declaration of Certain District Assets as Surplus Property and Authorize Disposal.

General Manager Heldmaier reported from time to time the District accumulates assets that are either broken and cannot be repaired or so obsolete that they are of no use to the District. Now the District accumulated a number of electronic devices that need to be disposed of.

Director Boyd motioned to adopt the next resolution in line a Resolution of the Montara Water and Sanitary District Declaring Certain Property as Surplus and Authorizing its Sale. Director Harvey seconded the motion. All Directors were in favor by a roll call vote.

5. Review and Possible Action Concerning Cancellation of the Next Regular Scheduled Meeting May 16, 2013.

Staff anticipates the need for a second meeting in May.

REPORTS

1. Sewer Authority Mid-Coastside Meetings (Harvey)

Director Harvey reported:

- On April 22nd, SAM finalized an agreement with Local 39.
- The Board took action on the General Managers Evaluation giving him a 2% increase until further review.
- The Board honored Tim Costello for 25 years of service.

- The Reserve Policy was finalized except for the issue of the member agencies keeping their reserves themselves.
 - The Wet Weather Flow Project was finalized. A concern was raised about the re-vegetation of the construction area. There will be a follow up meeting regarding this issue.
 - A contract was awarded for the Concrete Project.
 - We received the report on the USDPA Inspection which went very well.
 - A one ton pick-up was purchased.
 - The SAM Board is now discussing a digester cleaning project.
2. **Midcoast Community Council Meeting (Slater-Carter)** – Bill Kehoe reported:
 - On April 24th we had the Midcoast Parks update with the County regarding their accomplishments since 2002.
 - The tide pools ramp construction has been put on hold.
 - The Moss Beach Park restroom will be done by the end of June.
 - Parks Alive will be held on May 5th at Quarry Park from 9 – 12.
 - The next Midcoast Community Council Meeting will be held on May 8th
 3. **ACWA Board of Directors Report (Ptacek)** – Director Ptacek reported the next meeting would be held on May 9th.
 4. **CSDA Report (Slater-Carter)** – Director Slater-Carter reported the next meeting would be held on May 7th.
 5. **Integrated Regional Water Management Plan (Ptacek)** – Director Slater-Carter reported the next meeting would be held on June 6th.
 6. **Attorney's Report (Schricker)** – None
 7. **Directors' Reports** – Director Thollaug commented about the tour he attended today at the new CCWD facility. Its primary purpose is to remove the turbidity from the water at Denniston Creek. This was a 7 million dollar project and Dave Dixon explained the cost delta between water treated through that plant and Hetch Hetchy was about \$4,000 per million gallons. They anticipate running 240 million gallons through that plant annually primarily in wet weather and estimating the contribution therefore in terms of the cost delta, close to 1 million per year.
 8. **General Manager's Report (Heldmaier)** – General Manager Heldmaier reported the project to demolish the old Schoolhouse Tank and construct the second new tank at the site was previously bid with none of the bidders complying to the bidding requirements. The repeat bidding process will be started on May 3. Bid opening is scheduled for May 31 and approval of lowest responsible bidder is planned for June 6.

General Manager Heldmaier further reported a 2012 Consumer Confidence Report is now available for the public on line. The link will be available tomorrow. Hard copies will be available at the District Office.

FUTURE AGENDAS-

REGULAR MEETING ENDED at 9:45 P.M.

Respectfully Submitted,

Signed _____
Secretary

Approved on the 2nd May, 2013

Signed _____
President



MONTARA WATER & SANITARY
DISTRICT

BOARD OF DIRECTORS SPECIAL MEETING
May 16, 2013

MINUTES

REGULAR SESSION BEGAN AT 7:47 PM.

CALL TO ORDER

ROLL CALL

Directors Present: Boyd, Harvey, Thollaug & Ptacek

Directors Absent: Slater-Carter

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

Others Present: District Counsel, Dave Schricker

PRESIDENT'S STATEMENT – None

ORAL COMMENTS - None

PUBLIC HEARING - None

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 and 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.

At this meeting Maze plans to submit a full set of March financial Statements for review by the board.

Tim Krisch of Maze and Associates reported his team has continued to make progress. What has been submitted to the Board this evening are the March 31, 2013 financials.

Director Thollaug is happy with the progress. The object was to get a clean set of financials through the end of March and he is confident these are good numbers. We are trying to iron out where we want labor expensed. We have had discussions regarding this and for a couple reasons want to see it allocated in two dimensions, Admin/Operations and Management/Staff.

Director Thollaug further reported the new water and sewer chart of accounts when merged at the beginning of the new fiscal year will be mirrored. This will bring consistency between the way we have organized our financial information for this year and how we are budgeting it and reporting financial information for the next year.

Mr. Krisch reported the previous payroll issues have been reconciled and resolved. The District is now to the point that they will have accurate financial data in a timely manner. Our goal is to have zero recommendations or findings by the auditors this year.

Director Ptacek has requested the new chart of accounts to be supportive of all state reporting required by the district.

2. Review and Possible Action Concerning Sewer Authority Mid-Coastside Budget.

General Manager Heldmaier reported the Sewer Authority Mid-Coastside (SAM) Board approved draft budgets for distribution to the member agencies. The budgets were subsequently presented to this Board in April.

General Budget (O&M): SAM is proposing FY 2013/14 General O&M budget of \$3,185,017. MWSD's total share of the General Budget would be \$657,197. This was revised to incorporate changes reflecting the new union MOU.

Collections Contract Budget: FY 2013/14 is now \$838,181. MWSD proposed assessment is \$332,867.

No **Project Budget** has been presented at this time. The SAM board approved a draft 5 year Capital Maintenance Program that is attached. The new SAM Reserve Policy requests the reimbursement

of the currently held excess funds. According to the SAM Manager the excess funds exceed the required monies for the first year of the draft CIP.

Director Boyd reported generally the SAM Board requires the budget to be approved prior to being sent out to the member agencies, what has been distributed to the member agencies is for review and comment. Director Boyd is happy with the budget as it stands now.

Director Boyd moved to adopt a Resolution of the Montara Water and Sanitary District Approving and Adopting Sewer Authority Mid-Coastside Budget Version 3.0 for the Collection Contract Services for Fiscal Year 2013/2014. Director Ptacek seconded the motion.

A roll call vote was called and all Directors were in favor and the motion passed 4 – 0.

Director Boyd moved to adopt a Resolution of the Montara Water and Sanitary District consenting to Approval By Sewer Authority Mid-Coastside of its General budget Version 3.0 for Fiscal Year 2013/2014. Director Ptacek seconded the motion.

A roll call vote was called and all Directors were in favor. The motion passed 4 – 0.

Director Boyd expressed his thanks to the SAM and member agencies General Managers for all their collective hard work with the SAM Collections and General Budgets.

NEW BUSINESS -

1. Review and Possible Action Concerning Possible Leak Adjustment for 1175 Harte Street.

General Manager Heldmaier reported the District received a request to consider an adjustment to the water bill and sewer service charge for 1175 Harte Street. The leak started October 2, 2012 and continued through February 14, 2013. Staff initially had difficulties getting in contact with the home owner due to outdated contact information on file. The property was inaccessible because of home owner's dogs. Leak notices were provided for the months of November, December, and January. Once staff had access to property a partially open hose bib was found, turned off, and the leak stopped.

Director Boyd moved to authorize the General Manager to revise the December 2012 and February 2013 wet weather consumption data for 1175 Harte to 19 HCF. Director Thollaug seconded the motion.

A roll call vote was called and all Directors were in favor. The motion passed 4 – 0.

2. Review and Possible Action Concerning Possible Leak Adjustment for 555 Vermont Street.

General Manager Heldmaier reported the District received a request to consider an adjustment to the water bill and sewer service charge for 555 Vermont Street due to a leak. The leak occurred under the customer's house in a copper pipe. The customer was alerted to the leak via the Districts Leak Notice Program. Notices were delivered for the months of February and March. A plumber was called out on February 7th and the pipe repaired. Usage records show a five year established average of 18 units for the March billing cycle.

Director Thollaug moved to authorize the General Manager to revise 555 Vermont March sewer service charge flow assessment to 18 HCF. Director Boyd seconded the motion.

A roll call vote was called and the motion passed 3 – 0, with one abstention.

3. Review and Possible Action Concerning Garbage Service for 89 San Lucas Avenue.

General Manager Heldmaier reported the District and Recology of the Coastside have received numerous requests in the past decade to stop garbage service for 89 San Lucas Avenue. The owner states that she is not using the service but instead composts, recycles through other providers, burns paper and wood, and delivers remaining garbage to landfill.

As most solid waste disposal providers MWSD has mandatory garbage service for all residents. Management has responded accordingly to the inquiries in the past. Now the owner of the property has been invited to present the case to the Board.

Mrs. Guion noted she had been requesting to stop garbage service at her residence for the last 45 years. It takes her 1 year to fill a small plastic bag of garbage that she takes to Ox Mountain. She has never put a garbage can out for collection, but has been charged for collection for years. The County has given her an exemption for the animals she has on her property to help her with her recycling process and is asking the Board for another exemption from the District for the garbage service she has not been using.

Director Ptacek will check into what it would cost the community to have a yearly service added to the contract.

General Manager noted streamlining our current rate structure with Recology could be risky.

Bill Kehoe supported looking into a solution for people who use less garbage. Lifestyles changes and usage diminishing may mean smaller cans could be an option the District could look into.

REPORTS

1. Sewer Authority Mid-Coastside Meetings (Harvey)

Director Boyd reported:

- SAM has invested a lot of effort, money and time into trying to find ways to recycle water. We did some research, identified problems and came up with a plan for a facility at the SAM plant in Half Moon Bay. Because of the composition of the water and the economy, we had to table our efforts. Since then, technology has improved and costs have decreased and Director Boyd would like to see this project started up again. Director Boyd invited the public to come in and review the binder on the steps that have been taken to date for a recycled water program.

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

Bill Kehoe reported:

- A Disaster Preparedness Day is planned for June 8th from 10 AM – 2 PM at the San Mateo County Event Center.
- At our last meeting, there was a discussion about the Mid-Coast California Trail.
- The next meeting is going to be at the GSD Office at 7:00 pm on May 22nd. The Airport Land Use Committee will be there going over the plan and to answer questions. GSD will also be there asking for letters of support for the reorganization.

3. ACWA Board of Directors Report (Ptacek) – Director Ptacek reported he had attended the last meeting and a few sessions in Sacramento and would pass on the information to the General Manager.

4. CSDA Report (Slater-Carter) –None

5. Integrated Regional Water Management Plan (Ptacek) – Director Ptacek reported the next meeting would be held on June 6th at CCWD.

6. Attorney's Report (Schricker) – None

7. Directors' Reports – Director Ptacek reported although he would be on the road a lot, he would make himself available by conference call for setting goal with the Rate Committee.

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

FUTURE AGENDAS-

REGULAR MEETING ENDED at 9:11 P.M.

Respectfully Submitted,

Signed _____
Secretary

Approved on the 6th June, 2013

Signed _____
President

MONTARA WATER AND SANITARY DISTRICT



**Unaudited Financial Statements for
April 2013**

**MWSD - Sewer
Balance Sheet
As of April 30, 2013**

Apr 30, 13

ASSETS	
Current Assets	
Checking/Savings	
Wells Fargo Operating Reserve	1,027,329.54
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	4,082,663.59
Accounts Receivable	
Accounts Receivable	75,382.44
Total Accounts Receivable	75,382.44
Total Current Assets	4,158,046.03
Fixed Assets	
General Plant	
General Plant	856,839.45
Land	
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	
Sewage Collection Facility	995,505.00
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	
Treatment Facility	244,539.84
Accumulated Depreciation	-5,873,919.00
Total Fixed Assets	4,045,767.25
Other Assets	
Due from Water Fund	
Due from Water Fund	2,654,258.01
Employee Loan	
Employee Loan	135,940.08
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	5,477,745.17
TOTAL ASSETS	13,681,558.45
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
PNC Equipment Loan - S/T	3,120.91
Payroll Liabilities	
Employee Benefits Payable	3,848.91
Payroll Taxes Payable	695.92
Total Payroll Liabilities	4,544.83
Total Other Current Liabilities	7,665.74
Total Current Liabilities	7,665.74
Long Term Liabilities	
Accrued Vacations	
Accrued Vacations	10,639.68
I-Bank Loan	
I-Bank Loan	917,211.59
PNC Equipment Loan - L/T	
PNC Equipment Loan - L/T	788,770.68
Total Long Term Liabilities	1,716,621.95
Total Liabilities	1,724,287.69

MWSD - Sewer
Balance Sheet
As of April 30, 2013

	Apr 30, 13
Equity	
Capital Assets Net	3,448,211.00
Fund Balance - Unrestricted	8,156,014.78
Net Income	353,044.98
Total Equity	11,957,270.76
TOTAL LIABILITIES & EQUITY	<u>13,681,558.45</u>

2:16 PM

06/05/13

Accrual Basis

**MWSD - Sewer
Profit & Loss
July 2012 through April 2013**

	Jul 12	Aug 12	Sep 12	Oct 12
Ordinary Income/Expense				
Income				
4220 · Cell Tower Lease	1,125.00	1,125.00	1,125.00	1,125.00
4400 · Fees				
4420 · Administrative Fee (Remodel)	0.00	0.00	0.00	0.00
4430 · Inspection Fee (New Constr)	0.00	0.00	0.00	0.00
4440 · Inspection Fee (Remodel)	0.00	0.00	0.00	0.00
4460 · Remodel Fees	302.00	0.00	0.00	308.00
Total 4400 · Fees	302.00	0.00	0.00	308.00
4610 · Property Tax Receipts	5,929.28	0.00	0.00	169.62
4710 · Sewer Service Charges	66,209.82	0.00	0.00	0.00
4760 · Waste Collection Revenues	491.89	1,923.60	597.45	1,231.53
4995 · Interest, Employee Loans	237.76	237.76	618.33	-523.35
Total Income	74,295.75	3,286.36	2,340.78	2,310.80
Expense				
5000 · Administrative				
5190 · Bank Fees	2,824.39	0.00	0.00	0.00
5200 · Board of Directors				
5210 · Board Meetings	0.00	0.00	0.00	0.00
5220 · Director Fees	0.00	300.00	0.00	375.00
Total 5200 · Board of Directors	0.00	300.00	0.00	375.00
5260 · Depreciation	34,391.00	34,391.00	34,391.00	34,391.00
5300 · Insurance				
5320 · Property & Liability Insurance	1,425.37	0.00	0.00	0.00
Total 5300 · Insurance	1,425.37	0.00	0.00	0.00
5350 · LAFCO Assessment	0.00	0.00	0.00	0.00
5400 · Legal				
5420 · Meeting Attendance, Legal	0.00	747.00	450.00	535.50
5430 · General Legal	0.00	281.25	517.50	1,687.50
Total 5400 · Legal	0.00	1,028.25	967.50	2,223.00
5520 · Meetings, Local	0.00	250.00	250.00	250.00
5540 · Office Supplies	-420.00	309.76	1,121.47	1,473.59
5550 · Postage	0.00	100.00	270.88	631.60
5560 · Printing & Publishing	0.00	443.21	0.00	0.00
5600 · Professional Services				
5610 · Accounting	0.00	8,400.00	5,880.00	8,085.00
5620 · Audit	0.00	0.00	0.00	0.00
5630 · Consulting	0.00	0.00	1,275.00	375.00
5660 · Payroll Services	11.80	11.80	11.80	14.70
Total 5600 · Professional Services	11.80	8,411.80	7,166.80	8,474.70
5720 · Telephone & Internet, Admin	0.00	804.75	1,156.31	1,047.39
5730 · Travel, Local	0.00	197.21	162.85	196.86
5740 · Reference Materials	0.00	0.00	0.00	0.00
5790 · Other Administrative	-750.00	0.00	0.00	0.00

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Accrual Basis

**MWSD - Sewer
Profit & Loss
July 2012 through April 2013**

	Jul 12	Aug 12	Sep 12	Oct 12
5800 · Labor				
5810 · CalPERS 457 Deferred Plan	666.46	678.97	641.44	1,054.35
5820 · Disability Insurance	0.00	56.66	56.66	56.66
5830 · Employee Benefits	2,056.30	2,056.30	2,056.30	2,949.42
5840 · Payroll Taxes	728.37	-320.15	701.02	1,152.26
5900 · Wages				
5910 · Management	5,589.22	5,589.22	5,589.22	10,651.34
5920 · Staff	3,931.84	4,110.56	3,574.40	4,410.72
Total 5900 · Wages	9,521.06	9,699.78	9,163.62	15,062.06
5930 · Worker's Comp Insurance	198.92	198.92	198.92	198.92
Total 5800 · Labor	13,171.11	12,370.48	12,817.96	20,473.67
Total 5000 · Administrative	50,653.67	58,606.46	58,304.77	69,536.81
6000 · Operations				
6195 · Education & Training	0.00	0.00	0.00	0.00
6200 · Engineering				
6220 · General Engineering	0.00	936.00	4,684.00	1,211.00
Total 6200 · Engineering	0.00	936.00	4,684.00	1,211.00
6300 · Facilities				
6335 · Alarm Services	0.00	498.90	4,855.05	260.00
6337 · Landscaping	0.00	190.00	190.00	190.00
Total 6300 · Facilities	0.00	688.90	5,045.05	450.00
6400 · Pumping				
6410 · Pumping Fuel & Electricity	-2,807.51	2,643.08	3,252.41	2,959.44
Total 6400 · Pumping	-2,807.51	2,643.08	3,252.41	2,959.44
6600 · Collection/Transmission				
6660 · Maintenance, Collection System	0.00	0.00	0.00	0.00
Total 6600 · Collection/Transmission	0.00	0.00	0.00	0.00
6890 · Other Operations	0.00	0.00	0.00	0.00
6900 · Sewer Authority Midcoastside				
6910 · SAM Collections	23,445.00	23,445.00	23,445.00	23,445.00
6920 · SAM Operations	54,648.00	54,648.00	54,648.00	54,648.00
6930 · SAM Prior Year Adjustment	0.00	0.00	0.00	0.00
6940 · SAM Maintenance, Collection Sys	0.00	0.00	0.00	0.00
Total 6900 · Sewer Authority Midcoastside	78,093.00	78,093.00	78,093.00	78,093.00
Total 6000 · Operations	75,285.49	82,360.98	91,074.46	82,713.44
66000 · Payroll Expense	0.00	0.00	0.00	0.00
Total Expense	125,939.16	140,967.44	149,379.23	152,250.25
Net Ordinary Income	-51,643.41	-137,681.08	-147,038.45	-149,939.45

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 Accrual Basis

**MWSD - Sewer
 Profit & Loss
 July 2012 through April 2013**

	Jul 12	Aug 12	Sep 12	Oct 12
Other Income/Expense				
Other Income				
7000 · Capital Account Revenues				
7100 · Connection Fees				
7110 · Connection Fees (New Constr)	0.00	24,633.00	0.00	-858.00
7120 · Connection Fees (Remodel)	0.00	8,855.00	0.00	0.00
Total 7100 · Connection Fees	0.00	33,488.00	0.00	-858.00
7200 · Interest Income - LAIF	0.00	0.00	2,988.62	0.00
Total 7000 · Capital Account Revenues	0.00	33,488.00	2,988.62	-858.00
Total Other Income	0.00	33,488.00	2,988.62	-858.00
Other Expense				
8000 · Capital Improvement Program				
8025 · Cabrillo Hwy Trunk & Express	0.00	0.00	0.00	5,191.60
8050 · CIP Planning	0.00	0.00	2,418.00	1,191.00
8150 · Replace Med High Priority Mains	0.00	0.00	0.00	3,293.50
8250 · Vallemar Generator	0.00	0.00	358.00	5,129.50
Total 8000 · Capital Improvement Program	0.00	0.00	2,776.00	14,805.60
9000 · Capital Account Expenses				
9050 · I-Bank Loan	14,357.33	0.00	0.00	0.00
9075 · PNC Equipment Lease Interest	-1,644.73	3,075.55	3,068.46	3,061.34
Total 9000 · Capital Account Expenses	12,712.60	3,075.55	3,068.46	3,061.34
Total Other Expense	12,712.60	3,075.55	5,844.46	17,866.94
Net Other Income	-12,712.60	30,412.45	-2,855.84	-18,724.94
Net Income	-64,356.01	-107,268.63	-149,894.29	-168,664.39

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Accrual Basis

**MWSD - Sewer
Profit & Loss
July 2012 through April 2013**

	Nov 12	Dec 12	Jan 13	Feb 13
Ordinary Income/Expense				
Income				
4220 · Cell Tower Lease	1,125.00	1,125.00	1,125.00	10,686.00
4400 · Fees				
4420 · Administrative Fee (Remodel)	0.00	0.00	0.00	440.00
4430 · Inspection Fee (New Constr)	0.00	0.00	0.00	830.00
4440 · Inspection Fee (Remodel)	0.00	0.00	0.00	0.00
4460 · Remodel Fees	0.00	0.00	308.00	2,556.00
Total 4400 · Fees	0.00	0.00	308.00	3,826.00
4610 · Property Tax Receipts	19,822.05	82,166.84	893.91	134,112.65
4710 · Sewer Service Charges	-1,488.62	979,836.50	0.00	64,944.52
4760 · Waste Collection Revenues	575.18	1,444.14	470.90	1,681.24
4995 · Interest, Employee Loans	-528.28	-533.23	-538.20	5,545.17
Total Income	19,505.33	1,064,039.25	2,259.61	220,795.58
Expense				
5000 · Administrative				
5190 · Bank Fees	0.00	0.00	0.00	0.00
5200 · Board of Directors				
5210 · Board Meetings	0.00	0.00	0.00	218.84
5220 · Director Fees	0.00	375.00	0.00	1,012.50
Total 5200 · Board of Directors	0.00	375.00	0.00	1,231.34
5260 · Depreciation	34,391.00	34,391.00	34,391.00	34,391.00
5300 · Insurance				
5320 · Property & Liability Insurance	0.00	0.00	0.00	0.00
Total 5300 · Insurance	0.00	0.00	0.00	0.00
5350 · LAFCO Assessment	0.00	1,107.00	0.00	0.00
5400 · Legal				
5420 · Meeting Attendance, Legal	873.00	535.50	937.50	0.00
5430 · General Legal	2,830.50	1,406.25	1,762.50	707.50
Total 5400 · Legal	3,703.50	1,941.75	2,700.00	707.50
5520 · Meetings, Local	500.00	250.00	250.00	666.20
5540 · Office Supplies	227.80	671.88	718.23	689.47
5550 · Postage	0.00	378.79	254.63	443.41
5560 · Printing & Publishing	481.46	305.68	100.00	589.24
5600 · Professional Services				
5610 · Accounting	20,317.50	3,360.00	0.00	1,807.50
5620 · Audit	0.00	0.00	0.00	0.00
5630 · Consulting	2,086.37	1,906.97	225.00	849.47
5660 · Payroll Services	14.70	14.70	14.70	14.70
Total 5600 · Professional Services	22,418.57	5,281.67	239.70	2,671.67
5720 · Telephone & Internet, Admin	965.62	988.85	1,298.54	952.21
5730 · Travel, Local	93.90	79.13	0.00	0.00
5740 · Reference Materials	0.00	0.00	0.00	0.00
5790 · Other Administrative	0.00	100.00	0.00	0.00

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Accrual Basis

**MWSD - Sewer
Profit & Loss
July 2012 through April 2013**

	Nov 12	Dec 12	Jan 13	Feb 13
5800 · Labor				
5810 · CalPERS 457 Deferred Plan	986.64	1,145.82	1,011.21	972.74
5820 · Disability Insurance	83.09	84.20	86.05	86.05
5830 · Employee Benefits	2,949.42	2,949.42	2,949.42	4,368.13
5840 · Payroll Taxes	1,078.24	1,252.22	1,111.44	1,063.72
5900 · Wages				
5910 · Management	10,064.50	12,521.63	10,232.18	10,232.18
5920 · Staff	4,030.40	3,847.20	4,213.60	3,664.00
Total 5900 · Wages	14,094.90	16,368.83	14,445.78	13,896.18
5930 · Worker's Comp Insurance	226.70	226.70	0.00	0.00
Total 5800 · Labor	19,418.99	22,027.19	19,603.90	20,386.82
Total 5000 · Administrative	82,200.84	67,897.94	59,556.00	62,728.86
6000 · Operations				
6195 · Education & Training	0.00	0.00	218.59	0.00
6200 · Engineering				
6220 · General Engineering	780.00	1,014.00	4,917.31	4,350.00
Total 6200 · Engineering	780.00	1,014.00	4,917.31	4,350.00
6300 · Facilities				
6335 · Alarm Services	758.26	619.40	978.80	568.35
6337 · Landscaping	190.00	190.00	190.00	190.00
Total 6300 · Facilities	948.26	809.40	1,168.80	758.35
6400 · Pumping				
6410 · Pumping Fuel & Electricity	2,478.03	2,065.07	2,072.24	2,745.31
Total 6400 · Pumping	2,478.03	2,065.07	2,072.24	2,745.31
6600 · Collection/Transmission				
6660 · Maintenance, Collection System	0.00	0.00	0.00	0.00
Total 6600 · Collection/Transmission	0.00	0.00	0.00	0.00
6890 · Other Operations	0.00	0.00	6,689.86	0.00
6900 · Sewer Authority Midcoastside				
6910 · SAM Collections	23,445.00	23,445.00	23,445.00	23,445.00
6920 · SAM Operations	54,648.00	54,648.00	54,648.00	54,648.00
6930 · SAM Prior Year Adjustment	0.00	-39,958.00	0.00	0.00
6940 · SAM Maintenance, Collection Sys	9,638.80	19,263.76	0.00	11,376.53
Total 6900 · Sewer Authority Midcoastside	87,731.80	57,398.76	78,093.00	89,469.53
Total 6000 · Operations	91,938.09	61,287.23	93,159.80	97,323.19
66000 · Payroll Expense	0.00	0.00	0.00	0.00
Total Expense	174,138.93	129,185.17	152,715.80	160,052.05
Net Ordinary Income	-154,633.60	934,854.08	-150,456.19	60,743.53

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Accrual Basis

**MWSD - Sewer
Profit & Loss
July 2012 through April 2013**

	Nov 12	Dec 12	Jan 13	Feb 13
Other Income/Expense				
Other Income				
7000 · Capital Account Revenues				
7100 · Connection Fees				
7110 · Connection Fees (New Constr)	0.00	-1,404.00	-156.00	0.00
7120 · Connection Fees (Remodel)	0.00	0.00	415.00	415.00
Total 7100 · Connection Fees	0.00	-1,404.00	259.00	415.00
7200 · Interest Income - LAIF	0.00	2,717.97	0.00	0.00
Total 7000 · Capital Account Revenues	0.00	1,313.97	259.00	415.00
Total Other Income	0.00	1,313.97	259.00	415.00
Other Expense				
8000 · Capital Improvement Program				
8025 · Cabrillo Hwy Trunk & Express	5,791.13	12,921.00	8,615.94	11,393.73
8050 · CIP Planning	0.00	0.00	0.00	0.00
8150 · Replace Med High Priority Mains	6,852.70	5,968.11	7,125.50	13,770.03
8250 · Vallemar Generator	27,421.52	152,039.76	7,290.67	2,683.50
Total 8000 · Capital Improvement Program	40,065.35	170,928.87	23,032.11	27,847.26
9000 · Capital Account Expenses				
9050 · I-Bank Loan	0.00	0.00	13,987.49	0.00
9075 · PNC Equipment Lease Interest	3,054.20	3,047.03	3,039.83	2,735.46
Total 9000 · Capital Account Expenses	3,054.20	3,047.03	17,027.32	2,735.46
Total Other Expense	43,119.55	173,975.90	40,059.43	30,582.72
Net Other Income	-43,119.55	-172,661.93	-39,800.43	-30,167.72
Net Income	-197,753.15	762,192.15	-190,256.62	30,575.81

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Accrual Basis

**MWSD - Sewer
Profit & Loss
July 2012 through April 2013**

	Mar 13	Apr 13	TOTAL
Ordinary Income/Expense			
Income			
4220 · Cell Tower Lease	2,584.75	1,323.00	22,468.75
4400 · Fees			
4420 · Administrative Fee (Remodel)	0.00	440.00	880.00
4430 · Inspection Fee (New Constr)	0.00	0.00	830.00
4440 · Inspection Fee (Remodel)	0.00	415.00	415.00
4460 · Remodel Fees	2,048.00	1,501.00	7,023.00
Total 4400 · Fees	2,048.00	2,356.00	9,148.00
4610 · Property Tax Receipts	-33,199.28	66,477.36	276,372.43
4710 · Sewer Service Charges	0.00	714,639.68	1,824,141.90
4760 · Waste Collection Revenues	600.57	0.00	9,016.50
4995 · Interest, Employee Loans	450.72	445.70	5,412.38
Total Income	-27,515.24	785,241.74	2,146,559.96
Expense			
5000 · Administrative			
5190 · Bank Fees	0.00	250.00	3,074.39
5200 · Board of Directors			
5210 · Board Meetings	0.00	211.88	430.72
5220 · Director Fees	0.00	187.50	2,250.00
Total 5200 · Board of Directors	0.00	399.38	2,680.72
5260 · Depreciation	34,391.00	34,391.00	343,910.00
5300 · Insurance			
5320 · Property & Liability Insurance	0.00	0.00	1,425.37
Total 5300 · Insurance	0.00	0.00	1,425.37
5350 · LAFCO Assessment	0.00	0.00	1,107.00
5400 · Legal			
5420 · Meeting Attendance, Legal	905.00	0.00	4,983.50
5430 · General Legal	625.00	500.00	10,318.00
Total 5400 · Legal	1,530.00	500.00	15,301.50
5520 · Meetings, Local	250.00	250.00	2,916.20
5540 · Office Supplies	1,073.10	1,403.48	7,268.78
5550 · Postage	132.00	351.67	2,562.98
5560 · Printing & Publishing	0.00	0.00	1,919.59
5600 · Professional Services			
5610 · Accounting	0.00	6,940.00	54,790.00
5620 · Audit	12,550.00	0.00	12,550.00
5630 · Consulting	810.00	1,441.97	8,969.78
5660 · Payroll Services	17.60	16.15	142.65
Total 5600 · Professional Services	13,377.60	8,398.12	76,452.43
5720 · Telephone & Internet, Admin	1,186.70	1,078.27	9,478.64
5730 · Travel, Local	260.25	0.00	990.20
5740 · Reference Materials	0.00	35.00	35.00
5790 · Other Administrative	0.00	0.00	-650.00

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Accrual Basis

**MWSD - Sewer
Profit & Loss
July 2012 through April 2013**

	Mar 13	Apr 13	TOTAL
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	1,152.68	984.89	9,295.20
5820 · Disability Insurance	87.60	81.95	678.92
5830 · Employee Benefits	3,683.39	3,220.12	29,236.22
5840 · Payroll Taxes	1,265.46	1,095.43	9,128.01
5900 · Wages			
5910 · Management	9,122.08	6,023.98	85,615.55
5920 · Staff	7,419.73	8,295.47	47,497.92
Total 5900 · Wages	16,541.81	14,319.45	133,113.47
5930 · Worker's Comp Insurance	0.00	2,085.04	3,334.12
Total 5800 · Labor	22,730.94	21,786.88	184,787.94
Total 5000 · Administrative	74,931.59	68,843.80	653,260.74
6000 · Operations			
6195 · Education & Training	0.00	0.00	218.59
6200 · Engineering			
6220 · General Engineering	2,376.00	3,606.00	23,874.31
Total 6200 · Engineering	2,376.00	3,606.00	23,874.31
6300 · Facilities			
6335 · Alarm Services	499.40	359.40	9,397.56
6337 · Landscaping	190.00	190.00	1,710.00
Total 6300 · Facilities	689.40	549.40	11,107.56
6400 · Pumping			
6410 · Pumping Fuel & Electricity	2,095.59	1,870.31	19,373.97
Total 6400 · Pumping	2,095.59	1,870.31	19,373.97
6600 · Collection/Transmission			
6660 · Maintenance, Collection System	0.00	2,012.50	2,012.50
Total 6600 · Collection/Transmission	0.00	2,012.50	2,012.50
6890 · Other Operations	0.00	0.00	6,689.86
6900 · Sewer Authority Midcoastside			
6910 · SAM Collections	23,445.00	23,445.00	234,450.00
6920 · SAM Operations	54,648.00	54,648.00	546,480.00
6930 · SAM Prior Year Adjustment	0.00	0.00	-39,958.00
6940 · SAM Maintenance, Collection Sys	0.00	0.00	40,279.09
Total 6900 · Sewer Authority Midcoastside	78,093.00	78,093.00	781,251.09
Total 6000 · Operations	83,253.99	86,131.21	844,527.88
66000 · Payroll Expense	0.00	0.00	0.00
Total Expense	158,185.58	154,975.01	1,497,788.62
Net Ordinary Income	-185,700.82	630,266.73	648,771.34

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Accrual Basis

**MWSD - Sewer
Profit & Loss
July 2012 through April 2013**

	Mar 13	Apr 13	TOTAL
Other Income/Expense			
Other Income			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	0.00	0.00	22,215.00
7120 · Connection Fees (Remodel)	0.00	0.00	9,685.00
Total 7100 · Connection Fees	0.00	0.00	31,900.00
7200 · Interest Income - LAIF	2,211.94	0.00	7,918.53
Total 7000 · Capital Account Revenues	2,211.94	0.00	39,818.53
Total Other Income	2,211.94	0.00	39,818.53
Other Expense			
8000 · Capital Improvement Program			
8025 · Cabrillo Hwy Trunk & Express	6,427.00	2,279.62	52,620.02
8050 · CIP Planning	0.00	0.00	3,609.00
8150 · Replace Med High Priority Mains	6,307.00	0.00	43,316.84
8250 · Vallemar Generator	862.50	3,415.04	199,200.49
Total 8000 · Capital Improvement Program	13,596.50	5,694.66	298,746.35
9000 · Capital Account Expenses			
9050 · I-Bank Loan	0.00	0.00	28,344.82
9075 · PNC Equipment Lease Interest	-12,897.43	1,914.01	8,453.72
Total 9000 · Capital Account Expenses	-12,897.43	1,914.01	36,798.54
Total Other Expense	699.07	7,608.67	335,544.89
Net Other Income	1,512.87	-7,608.67	-295,726.36
Net Income	<u>-184,187.95</u>	<u>622,658.06</u>	<u>353,044.98</u>

MWSD - Water
Balance Sheet
As of April 30, 2013

Apr 30, 13

ASSETS	
Current Assets	
Checking/Savings	
Wells Fargo Operating Reserve	87,221.11
Capital Reserve	453,500.00
Operating Reserve	246,000.00
Restricted Cash	
Acq & Improv Fund	1,465,856.59
Connection Fees Reserve	46,000.00
Cost of Issuance	122.94
GO Bonds Fund	2,184,641.01
Total Restricted Cash	3,696,620.54
Total Checking/Savings	4,483,341.65
Accounts Receivable	
Accounts Rec. - Backflow	4,014.51
Accounts Rec. - Water Residents	79,225.09
Total Accounts Receivable	83,239.60
Other Current Assets	
Maint/Parts Inventory	40,156.36
Total Other Current Assets	40,156.36
Total Current Assets	4,606,737.61
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	-6,267,104.00
Total Fixed Assets	15,908,117.18
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	<u>20,990,077.43</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Accrued Interest	78,175.00
PFP Water Deposits	44,716.68
PNC Equipment Loan - S/T	3,120.91
Payroll Liabilities	
Employee Benefits Payable	6,191.94
Payroll Taxes Payable	1,780.39
Total Payroll Liabilities	7,972.33
Total Other Current Liabilities	133,984.92
Total Current Liabilities	133,984.92

MWSD - Water
Balance Sheet
As of April 30, 2013

	Apr 30, 13
Long Term Liabilities	
Accrued Vacations	16,566.20
Deferred on Refunding	-298,844.00
Due To Sewer Fund	2,654,258.01
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	18,300,835.66
Total Liabilities	18,434,820.58
Equity	
Capital Assets - Net	-288,324.00
Restricted - Debt Service	2,546,106.50
Unrestricted	180,637.00
Net Income	116,837.35
Total Equity	2,555,256.85
TOTAL LIABILITIES & EQUITY	<u>20,990,077.43</u>

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

	Jul 12	Aug 12	Sep 12	Oct 12
Ordinary Income/Expense				
Income				
4110 · Bond Revenues, G.O.	44,723.51	0.00	0.00	0.00
4220 · Cell Tower Lease	1,125.00	6,417.00	1,125.00	3,771.00
4400 · Fees				
4410 · Administrative Fee (New Constr)	0.00	0.00	0.00	0.00
4420 · Administrative Fee (Remodel)	0.00	1,850.00	0.00	0.00
4440 · Inspection Fees (Remodel)	0.00	407.00	0.00	0.00
Total 4400 · Fees	0.00	2,257.00	0.00	0.00
4610 · Property Tax Receipts	5,929.26	-2.00	0.00	170.62
4740 · Testing, Backflow	-218.00	1,728.00	1,156.00	480.00
4810 · Water Sales, Domestic	156,765.87	155,581.33	145,540.57	145,613.47
4850 · Water Sales Refunds, Customer	-3,945.00	0.00	0.00	0.00
4990 · Other Revenue	0.00	0.00	0.00	0.00
Total Income	-109,151.10	165,981.33	147,821.57	150,035.09
Gross Profit	-109,151.10	165,981.33	147,821.57	150,035.09
Expense				
5000 · Administrative				
5190 · Bank Fees	2,241.13	1,011.59	1,000.29	385.00
5200 · Board of Directors				
5210 · Board Meetings	0.00	0.00	133.59	75.93
5220 · Director Fees	0.00	0.00	525.00	0.00
Total 5200 · Board of Directors	0.00	0.00	658.59	75.93
5240 · CDPH Fees	0.00	0.00	0.00	6,424.12
5260 · Depreciation	63,472.00	63,472.00	63,472.00	63,472.00
5300 · Insurance				
5320 · Property & Liability Insurance	1,425.34	0.00	0.00	0.00
Total 5300 · Insurance	1,425.34	0.00	0.00	0.00
5350 · LAFCO Assessment	0.00	0.00	0.00	0.00
5400 · Legal				
5420 · Meeting Attendance, Legal	434.40	749.25	450.00	533.25
5430 · General Legal	1,658.25	3,757.50	1,136.25	2,992.50
5440 · Litigation	0.00	2,295.00	4,230.00	2,025.00
Total 5400 · Legal	2,092.65	6,801.75	5,816.25	5,550.75
5520 · Meetings, Local	-614.77	0.00	345.59	942.60
5530 · Memberships	0.00	175.50	303.00	0.00
5540 · Office Supplies	53.52	0.00	780.94	910.40
5550 · Postage	126.77	0.00	0.00	360.00
5560 · Printing & Publishing	-140.00	140.00	64.95	0.00
5600 · Professional Services				
5610 · Accounting	0.00	8,400.00	3,150.00	8,085.00
5620 · Audit	0.00	0.00	0.00	0.00
5630 · Consulting	-12,919.26	2,522.75	5,123.35	3,582.50
5650 · Labor Representation	750.00	0.00	1,500.00	750.00
5660 · Payroll Services	20.30	18.85	18.85	18.85
5690 · Other Professional Services	6,684.01	0.00	0.00	0.00
Total 5600 · Professional Services	-5,464.95	10,941.60	9,792.20	12,436.35
5740 · Reference Materials	0.00	0.00	0.00	0.00

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

	Jul 12	Aug 12	Sep 12	Oct 12
5800 - Labor				
5810 - CalPERS 457 Deferred Plan	2,526.14	2,605.61	2,435.90	2,407.97
5820 - Employee Benefits	6,322.16	6,322.16	6,322.16	5,534.80
5830 - Disability Insurance	0.00	185.00	185.00	185.00
5840 - Payroll Taxes	2,835.46	2,859.01	2,669.89	2,635.12
5900 - Wages				
5910 - Management	5,589.22	5,589.22	5,589.22	6,343.74
5920 - Staff	30,404.82	30,722.63	28,128.81	27,300.14
5930 - Staff Certification	1,050.00	1,050.00	1,175.00	800.00
Total 5900 - Wages	37,044.04	37,362.05	34,893.03	34,443.88
5960 - Worker's Comp Insurance	5,105.58	3,041.49	5,105.58	5,105.58
Total 5800 - Labor	53,833.38	52,375.32	51,611.56	50,312.35
Total 5000 - Administrative	116,771.53	134,917.76	133,845.37	140,869.50
6000 - Operations				
6160 - Backflow Prevention	0.00	350.00	1,512.36	0.00
6180 - Communications				
6185 - Communications Equip, Expensed	0.00	75.00	2,629.68	75.00
6187 - Telephone & Internet, Comm.	259.53	263.06	274.76	177.57
Total 6180 - Communications	259.53	338.06	2,904.44	252.57
6195 - Education & Training	210.00	0.00	140.18	0.00
6200 - Engineering				
6210 - Meeting Attendance, Engineering	1,619.85	777.50	670.00	1,005.00
6220 - General Engineering	0.00	389.96	26.60	0.00
6230 - Water Quality Engineering	0.00	8,980.00	19,208.75	22,153.75
Total 6200 - Engineering	1,619.85	10,147.46	19,907.35	23,158.75
6320 - Equipment & Tools, Expensed	-16.81	22.71	223.38	5,190.61
6330 - Facilities				
6337 - Landscaping	0.00	300.00	300.00	300.00
Total 6330 - Facilities	0.00	300.00	300.00	300.00
6370 - Lab Supplies & Equipment	0.00	0.00	8.09	0.00
6380 - Meter Reading	0.00	41.10	0.00	0.00
6400 - Pumping				
6410 - Pumping Fuel & Electricity	-3,785.50	4,894.58	3,308.60	3,034.68
6440 - Pumping Equipment, Expensed	-1,864.00	1,864.00	0.00	17,235.14
Total 6400 - Pumping	-5,649.50	6,758.58	3,308.60	20,269.82
6500 - Supply				
6520 - Maintenance, Wells	0.00	0.00	0.00	0.00
Total 6500 - Supply	0.00	0.00	0.00	0.00
6600 - Collection/Transmission				
6620 - Maintenance, Mains	-151.70	876.94	663.30	9,701.30
6630 - Maintenance, Service Lines	1,187.20	760.00	24.47	0.00
6640 - Maintenance, Tanks	0.00	0.00	82.50	229.38
6650 - Maint., Transmission General	0.00	59.43	0.00	4,017.57
6670 - Meters	0.00	421.96	1,238.15	846.78
Total 6600 - Collection/Transmission	1,035.50	2,118.33	2,008.42	14,795.03

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MWSD - Water
Profit & Loss
July 2012 through April 2013

	Jul 12	Aug 12	Sep 12	Oct 12
6700 - Treatment				
6710 - Chemicals & Filtering	0.00	1,945.45	1,481.45	1,333.51
6720 - Maintenance, Treatment Equip.	1,153.38	222.48	393.58	1,653.41
6730 - Treatment Analysis	-787.60	1,019.68	4,948.09	402.92
Total 6700 - Treatment	-1,940.98	3,187.61	6,823.12	3,389.84
6770 - Uniforms	95.36	519.41	915.76	0.00
6800 - Vehicles				
6810 - Fuel	0.00	0.00	1,289.92	793.47
6820 - Vehicular Equipment, Expensed	0.00	0.00	20.00	0.00
Total 6800 - Vehicles	0.00	0.00	1,309.92	793.47
6890 - Other Operations	860.72	69.82	408.92	790.16
Total 6000 - Operations	-3,526.33	23,853.08	39,770.54	68,940.25
Total Expense	113,245.20	158,770.84	173,615.91	209,809.75
Net Ordinary Income	-222,396.30	7,210.49	-25,794.34	-59,774.66
Other Income/Expense				
Other Income				
7000 - Capital Account Revenues				
7100 - Connection Fees				
7110 - Connection Fees (New Const)	0.00	322.00	322.00	0.00
7130 - Conn. Fees, PFP (New Constr)	-9,656.10	0.00	13,801.00	0.00
Total 7100 - Connection Fees	-9,656.10	322.00	14,123.00	0.00
Total 7000 - Capital Account Revenues	-9,656.10	322.00	14,123.00	0.00
Total Other Income	-9,656.10	322.00	14,123.00	0.00
Other Expense				
8000 - Capital Improvement Program				
Existing Customers - Water				
8025 - CIP Development	243.75	0.00	0.00	0.00
8075 - Pillar Ridge	0.00	500.00	875.00	0.00
8150 - Storage, Schoolhouse Tank Ph. 1	-59,778.09	61,378.09	330.00	0.00
8200 - Storage, A.V. Water Tank Alloc.	7,960.00	6,016.25	6,375.00	15,242.57
8225 - Treatment, Central Airport Sys	0.00	55.00	0.00	880.00
8300 - Water Conservation	150.00	50.00	200.00	150.00
8350 - Water Main Replacements	0.00	0.00	0.00	0.00
Existing Customers - Water - Other	0.00	0.00	0.00	0.00
Total Existing Customers - Water	-51,424.34	67,999.34	7,780.00	16,272.57
New Customers - Water				
8425 - Storage, A.V. Water Tank Alloc.	0.00	2,797.63	0.00	0.00
8450 - CIP Development	272.35	0.00	250.00	0.00
8550 - Phase I PWP	1,128.75	2,735.00	2,556.25	5,650.00
8600 - Pillar Ridge	0.00	500.00	875.00	0.00
8675 - School Boost Pump Str Upgrade	0.00	0.00	0.00	0.00
8700 - Schoolhouse Tank Proj Phase 2	1,333.75	0.00	1,375.00	0.00
Total New Customers - Water	2,734.85	6,032.63	5,056.25	5,650.00
Total 8000 - Capital Improvement Program	-48,689.49	74,031.97	12,836.25	21,922.57

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MWSD - Water
Profit & Loss
July 2012 through April 2013

	Jul 12	Aug 12	Sep 12	Oct 12
9000 · Capital Account Expenses				
9025 · Domestic Connection Line	0.00	0.00	4,393.90	3,308.71
9050 · Engineering Review Costs	712.50	465.00	2,712.50	225.00
9075 · PFP Connection Expenses	0.00	5,050.00	0.00	2,650.00
9100 · Interest Expense - GO Bonds	0.00	109,445.00	0.00	0.00
9125 · PNC Equipment Lease Interest	-1,644.73	3,075.55	3,068.46	3,061.34
9150 · SRF Loan	0.00	0.00	0.00	0.00
Total 9000 · Capital Account Expenses	-932.23	118,035.55	10,174.86	9,245.05
Total Other Expense	-49,621.72	192,087.52	23,011.11	31,167.62
Net Other Income	68,277.82	-191,745.52	-8,888.11	-31,167.62
Net Income	<u>-154,118.48</u>	<u>-184,535.03</u>	<u>-34,682.45</u>	<u>-90,942.28</u>

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MWSD - Water
 Profit & Loss
 July 2012 through April 2013

	Nov 12	Dec 12	Jan 13	Feb 13
Ordinary Income/Expense				
Income				
4110 · Bond Revenues, G.O.	13,434.99	1,741,173.19	3,990.39	33,144.50
4220 · Cell Tower Lease	6,417.00	1,125.00	3,771.00	-5,190.00
4400 · Fees				
4410 · Administrative Fee (New Constr)	1,000.00	0.00	0.00	0.00
4420 · Administrative Fee (Remodel)	308.00	0.00	0.00	0.00
4440 · Inspection Fees (Remodel)	0.00	0.00	0.00	0.00
Total 4400 · Fees	1,308.00	0.00	0.00	0.00
4610 · Property Tax Receipts	19,949.22	184.24	893.90	135,790.27
4740 · Testing, Backflow	1,536.00	384.00	192.00	1,344.00
4810 · Water Sales, Domestic	121,447.40	139,633.14	110,200.35	116,492.04
4850 · Water Sales Refunds, Customer	0.00	0.00	0.00	0.00
4990 · Other Revenue	0.00	0.00	547.97	0.00
Total Income	164,092.61	1,882,499.57	119,595.61	281,580.81
Gross Profit	164,092.61	1,882,499.57	119,595.61	281,580.81
Expense				
5000 · Administrative				
5190 · Bank Fees	486.41	445.06	455.79	564.02
5200 · Board of Directors				
5210 · Board Meetings	76.39	87.85	63.92	-218.84
5220 · Director Fees	675.00	0.00	375.00	487.50
Total 5200 · Board of Directors	751.39	87.85	438.92	268.66
5240 · CDPH Fees	0.00	180.00	0.00	0.00
5260 · Depreciation	63,472.00	63,472.00	63,472.00	63,472.00
5300 · Insurance				
5320 · Property & Liability Insurance	0.00	0.00	0.00	0.00
Total 5300 · Insurance	0.00	0.00	0.00	0.00
5350 · LAFCO Assessment	0.00	1,544.00	0.00	0.00
5400 · Legal				
5420 · Meeting Attendance, Legal	870.75	533.25	937.50	0.00
5430 · General Legal	4,313.25	3,487.50	2,637.50	4,830.00
5440 · Litigation	393.75	0.00	0.00	2,525.00
Total 5400 · Legal	5,577.75	4,020.75	3,575.00	7,355.00
5520 · Meetings, Local	1,154.99	62.44	6.91	287.50
5530 · Memberships	4,576.00	11,056.00	620.00	75.00
5540 · Office Supplies	152.70	229.91	1,389.16	167.74
5550 · Postage	455.30	1,310.14	90.69	360.00
5560 · Printing & Publishing	0.00	100.00	0.00	0.00
5600 · Professional Services				
5610 · Accounting	20,317.50	3,360.00	0.00	2,227.50
5620 · Audit	0.00	0.00	0.00	0.00
5630 · Consulting	2,308.87	6,541.98	3,847.90	699.48
5650 · Labor Representation	0.00	750.00	750.00	750.00
5660 · Payroll Services	17.40	18.85	17.40	15.95
5690 · Other Professional Services	1,705.00	2,434.70	7,340.72	914.70
Total 5600 · Professional Services	24,348.77	13,105.53	11,956.02	4,607.63
5740 · Reference Materials	0.00	0.00	0.00	0.00

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

	Nov 12	Dec 12	Jan 13	Feb 13
5800 - Labor				
5810 - CalPERS 457 Deferred Plan	2,334.90	2,495.43	2,346.12	2,183.87
5820 - Employee Benefits	5,534.80	5,534.80	5,534.80	16,442.78
5830 - Disability Insurance	161.84	170.41	174.25	174.25
5840 - Payroll Taxes	2,551.71	861.55	2,586.34	2,481.64
5900 - Wages				
5910 - Management	5,756.90	8,214.03	5,924.58	5,924.58
5920 - Staff	26,798.92	26,690.61	26,791.24	25,557.72
5930 - Staff Certification	800.00	800.00	800.00	800.00
Total 5900 - Wages	33,355.82	35,704.64	33,515.82	32,282.30
5960 - Worker's Comp Insurance	5,077.80	5,077.80	0.00	0.00
Total 5800 - Labor	49,016.87	49,844.63	44,157.33	53,564.84
Total 5000 - Administrative	149,992.18	145,458.31	126,161.82	130,722.39
6000 - Operations				
6160 - Backflow Prevention	0.00	0.00	0.00	257.45
6180 - Communications				
6185 - Communications Equip, Expensed	1,084.00	1,561.00	3,748.67	2,549.61
6187 - Telephone & Internet, Comm.	272.37	186.76	258.91	194.83
Total 6180 - Communications	1,356.37	1,747.76	4,007.58	2,744.44
6195 - Education & Training	0.00	720.00	735.00	-74.84
6200 - Engineering				
6210 - Meeting Attendance, Engineering	1,256.25	837.50	0.00	0.00
6220 - General Engineering	0.00	0.00	39.39	22.41
6230 - Water Quality Engineering	19,118.78	13,013.75	2,502.50	16,266.88
Total 6200 - Engineering	20,375.03	13,851.25	2,542.39	16,289.29
6320 - Equipment & Tools, Expensed	582.01	7,571.16	2,608.07	11.61
6330 - Facilities				
6337 - Landscaping	300.00	300.00	300.00	300.00
Total 6330 - Facilities	300.00	300.00	300.00	300.00
6370 - Lab Supplies & Equipment	14.94	0.00	0.00	0.00
6380 - Meter Reading	0.00	0.00	0.00	1,380.07
6400 - Pumping				
6410 - Pumping Fuel & Electricity	2,807.48	2,958.78	1,965.84	21,638.48
6440 - Pumping Equipment, Expensed	0.00	482.76	8,779.00	0.00
Total 6400 - Pumping	2,807.48	3,441.54	10,744.84	21,638.48
6500 - Supply				
6520 - Maintenance, Wells	0.00	0.00	0.00	0.00
Total 6500 - Supply	0.00	0.00	0.00	0.00
6600 - Collection/Transmission				
6620 - Maintenance, Mains	1,020.00	2,781.51	4,266.82	6,665.48
6630 - Maintenance, Service Lines	0.00	7,160.74	2,263.76	5.41
6640 - Maintenance, Tanks	223.69	315.84	5,436.31	0.00
6650 - Maint., Transmission General	0.00	0.00	232.64	195.82
6670 - Meters	0.00	0.00	40.95	0.00
Total 6600 - Collection/Transmission	1,243.69	10,258.09	12,240.48	6,866.71

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

	Nov 12	Dec 12	Jan 13	Feb 13
6700 - Treatment				
6710 - Chemicals & Filtering	2,600.09	1,555.60	2,540.60	1,435.85
6720 - Maintenance, Treatment Equip.	150.82	1,057.58	437.76	300.85
6730 - Treatment Analysis	631.73	380.00	295.00	625.00
Total 6700 - Treatment	3,382.64	2,993.18	3,273.36	2,361.70
6770 - Uniforms	759.35	449.88	457.88	619.91
6800 - Vehicles				
6810 - Fuel	789.18	1,044.02	743.20	509.72
6820 - Vehicular Equipment, Expensed	0.00	91.73	0.00	0.00
Total 6800 - Vehicles	789.18	1,135.75	743.20	509.72
6890 - Other Operations	124.29	225.91	3,132.13	90.36
Total 6000 - Operations	31,734.98	42,694.52	40,784.93	52,994.90
Total Expense	181,727.16	188,152.83	166,946.75	183,717.29
Net Ordinary Income	-17,634.55	1,694,346.74	-47,351.14	97,863.52
Other Income/Expense				
Other Income				
7000 - Capital Account Revenues				
7100 - Connection Fees				
7110 - Connection Fees (New Const)	0.00	0.00	799.59	0.00
7130 - Conn. Fees, PFP (New Constr)	0.00	0.00	0.00	0.00
Total 7100 - Connection Fees	0.00	0.00	799.59	0.00
Total 7000 - Capital Account Revenues	0.00	0.00	799.59	0.00
Total Other Income	0.00	0.00	799.59	0.00
Other Expense				
8000 - Capital Improvement Program				
Existing Customers - Water				
8025 - CIP Development	0.00	0.00	0.00	0.00
8075 - Pillar Ridge	125.00	0.00	0.00	135.00
8150 - Storage, Schoolhouse Tank Ph. 1	0.00	0.00	0.00	0.00
8200 - Storage, A.V. Water Tank Alloc.	32,345.00	16,985.00	40,163.38	31,518.25
8225 - Treatment, Central Airport Sys	4,640.00	9,727.50	15,740.00	12,245.63
8300 - Water Conservation	450.00	150.00	300.00	300.00
8350 - Water Main Replacements	0.00	0.00	0.00	0.00
Existing Customers - Water - Other	0.00	0.00	0.00	0.00
Total Existing Customers - Water	37,560.00	26,862.50	56,203.38	44,196.88
New Customers - Water				
8425 - Storage, A.V. Water Tank Alloc.	0.00	0.00	0.00	0.00
8450 - CIP Development	0.00	0.00	0.00	0.00
8550 - Phase I PWP	16,960.80	7,391.25	3,420.00	12,031.26
8600 - Pillar Ridge	125.00	0.00	0.00	135.00
8675 - School Boost Pump Strn Upgrade	25,182.50	735.00	0.00	0.00
8700 - Schoolhouse Tank Proj Phase 2	0.00	0.00	0.00	0.00
Total New Customers - Water	42,268.30	8,126.25	3,420.00	12,166.26
Total 8000 - Capital Improvement Program	79,828.30	34,988.75	59,623.38	56,363.14

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

	Nov 12	Dec 12	Jan 13	Feb 13
9000 · Capital Account Expenses				
9025 · Domestic Connection Line	0.00	3,914.00	0.00	0.00
9050 · Engineering Review Costs	525.00	37.50	0.00	37.50
9075 · PFP Connection Expenses	0.00	0.00	0.00	6,395.00
9100 · Interest Expense - GO Bonds	0.00	0.00	186,075.65	0.00
9125 · PNC Equipment Lease Interest	3,054.20	3,047.03	3,039.63	2,735.46
9150 · SRF Loan	0.00	0.00	0.00	0.00
Total 9000 · Capital Account Expenses	3,579.20	6,998.53	189,115.68	9,167.96
Total Other Expense	83,407.50	41,987.28	248,739.06	65,531.10
Net Other Income	-83,407.50	-41,987.28	-247,939.47	-65,531.10
Net Income	-101,042.05	1,652,359.46	-295,290.61	32,332.42

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

	Mar 13	Apr 13	TOTAL
Ordinary Income/Expense			
Income			
4110 · Bond Revenues, G.O.	-1,141,106.17	448,157.89	1,143,518.30
4220 · Cell Tower Lease	2,584.75	1,323.00	22,466.75
4400 · Fees			
4410 · Administrative Fee (New Constr)	0.00	0.00	1,000.00
4420 · Administrative Fee (Remodel)	0.00	0.00	2,158.00
4440 · Inspection Fees (Remodel)	0.00	0.00	407.00
Total 4400 · Fees	0.00	0.00	3,565.00
4610 · Property Tax Receipts	47,409.44	66,477.37	276,802.32
4740 · Testing, Backflow	1,248.00	0.00	7,850.00
4810 · Water Sales, Domestic	131,436.99	128,730.74	1,037,910.16
4850 · Water Sales Refunds, Customer	0.00	0.00	-3,945.00
4990 · Other Revenue	0.00	0.00	547.97
Total Income	958,426.99	644,689.00	2,488,717.50
Gross Profit	958,426.99	644,689.00	2,488,717.50
Expense			
5000 · Administrative			
5190 · Bank Fees	576.39	724.01	7,889.69
5200 · Board of Directors			
5210 · Board Meetings	64.20	147.68	430.72
5220 · Director Fees	375.00	187.50	2,250.00
Total 5200 · Board of Directors	439.20	-39.82	2,680.72
5240 · CDPH Fees	0.00	7,547.40	14,151.52
5260 · Depreciation	63,472.00	63,472.00	634,720.00
5300 · Insurance			
5320 · Property & Liability Insurance	0.00	0.00	1,425.34
Total 5300 · Insurance	0.00	0.00	1,425.34
5350 · LAFCO Assessment	0.00	0.00	1,544.00
5400 · Legal			
5420 · Meeting Attendance, Legal	907.15	0.00	5,415.55
5430 · General Legal	4,682.50	3,737.50	33,232.75
5440 · Litigation	3,089.00	1,000.00	15,557.75
Total 5400 · Legal	8,678.65	4,737.50	54,206.05
5520 · Meetings, Local	1,641.00	253.51	4,079.77
5530 · Memberships	315.00	27.00	17,147.50
5540 · Office Supplies	693.39	8,264.80	12,642.56
5550 · Postage	435.19	387.75	3,272.30
5560 · Printing & Publishing	0.00	0.00	164.95
5600 · Professional Services			
5610 · Accounting	0.00	6,940.00	52,480.00
5620 · Audit	12,550.00	0.00	12,550.00
5630 · Consulting	585.00	2,154.48	14,447.05
5650 · Labor Representation	750.00	750.00	6,750.00
5660 · Payroll Services	20.30	18.85	185.60
5690 · Other Professional Services	0.00	0.00	19,079.13
Total 5600 · Professional Services	13,905.30	9,863.33	105,491.78
5740 · Reference Materials	0.00	180.29	180.29

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

	Mar 13	Apr 13	TOTAL
5800 - Labor			
5810 - CalPERS 457 Deferred Plan	2,204.13	2,247.49	23,787.56
5820 - Employee Benefits	5,877.64	4,485.68	67,911.78
5830 - Disability Insurance	175.78	167.38	1,578.91
5840 - Payroll Taxes	2,566.72	2,517.40	24,564.84
5900 - Wages			
5910 - Management	5,924.58	5,924.58	60,780.65
5920 - Staff	26,494.49	25,832.00	274,721.58
5930 - Staff Certification	525.00	900.00	8,700.00
Total 5900 - Wages	32,944.07	32,656.58	344,202.23
5960 - Worker's Comp Insurance	0.00	7,087.96	35,601.79
Total 5800 - Labor	43,768.34	49,162.49	497,647.11
Total 5000 - Administrative	133,924.46	144,580.26	1,357,243.58
6000 - Operations			
6160 - Backflow Prevention	0.00	0.00	2,119.81
6180 - Communications			
6185 - Communications Equip. Expensed	2,538.95	448.71	14,710.62
6187 - Telephone & Internet, Comm.	477.32	0.00	2,365.11
Total 6180 - Communications	3,016.27	448.71	17,075.73
6195 - Education & Training	109.68	0.00	1,840.02
6200 - Engineering			
6210 - Meeting Attendance, Engineering	1,005.00	837.50	8,008.60
6220 - General Engineering	2,302.75	994.51	3,778.12
6230 - Water Quality Engineering	20,270.00	16,148.75	137,663.16
Total 6200 - Engineering	23,577.75	17,980.76	149,449.88
6320 - Equipment & Tools, Expensed	3,328.20	236.19	19,757.13
6330 - Facilities			
6337 - Landscaping	300.00	300.00	2,700.00
Total 6330 - Facilities	300.00	300.00	2,700.00
6370 - Lab Supplies & Equipment	0.00	0.00	23.03
6380 - Meter Reading	0.00	0.00	1,421.17
6400 - Pumping			
6410 - Pumping Fuel & Electricity	1,586.49	1,757.83	40,167.26
6440 - Pumping Equipment, Expensed	0.00	0.00	26,496.90
Total 6400 - Pumping	1,586.49	1,757.83	66,664.16
6500 - Supply			
6520 - Maintenance, Wells	0.00	457.00	457.00
Total 6500 - Supply	0.00	457.00	457.00
6600 - Collection/Transmission			
6620 - Maintenance, Mains	273.00	774.03	26,870.68
6630 - Maintenance, Service Lines	0.00	1,779.29	13,180.87
6640 - Maintenance, Tanks	0.00	30.31	6,318.03
6650 - Maint., Transmission General	1,634.05	0.00	6,139.51
6670 - Meters	600.64	-580.48	2,568.00
Total 6600 - Collection/Transmission	2,507.69	2,003.15	55,077.09

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 06/05/13
 Accrual Basis

MWSD - Water
 Profit & Loss
 July 2012 through April 2013

	Mar 13	Apr 13	TOTAL
6700 - Treatment			
6710 - Chemicals & Filtering	1,437.19	1,866.95	16,196.69
6720 - Maintenance, Treatment Equip.	0.00	183.57	3,246.67
6730 - Treatment Analysis	2,787.56	721.07	11,023.45
Total 6700 - Treatment	4,224.75	2,771.59	30,466.81
6770 - Uniforms	525.64	160.00	4,503.19
6800 - Vehicles			
6810 - Fuel	822.20	419.81	6,411.52
6820 - Vehicular Equipment, Expensed	0.00	0.00	111.73
Total 6800 - Vehicles	822.20	419.81	6,523.25
6890 - Other Operations	82.25	328.22	6,112.78
Total 6000 - Operations	40,080.92	26,863.26	364,191.05
Total Expense	174,005.38	171,443.52	1,721,434.63
Net Ordinary Income	-1,132,432.37	473,245.48	767,282.87
Other Income/Expense			
Other Income			
7000 - Capital Account Revenues			
7100 - Connection Fees			
7110 - Connection Fees (New Const)	0.00	0.00	1,443.59
7130 - Conn. Fees, PFP (New Constr)	0.00	0.00	32,457.10
Total 7100 - Connection Fees	0.00	0.00	33,900.69
Total 7000 - Capital Account Revenues	0.00	0.00	33,900.69
Total Other Income	0.00	0.00	33,900.69
Other Expense			
8000 - Capital Improvement Program			
Existing Customers - Water			
8025 - CIP Development	0.00	0.00	243.75
8075 - Pillar Ridge	0.00	1,890.00	3,525.00
8150 - Storage, Schoolhouse Tank Ph. 1	0.00	0.00	1,930.00
8200 - Storage, A.V. Water Tank Alloc.	23,080.01	0.00	179,683.46
8225 - Treatment, Central Airport Sys	4,189.39	0.00	47,477.52
8300 - Water Conservation	0.00	100.00	1,850.00
8350 - Water Main Replacements	2,206.51	0.00	2,206.51
Existing Customers - Water - Other	0.00	1,810.00	1,810.00
Total Existing Customers - Water	29,475.91	3,800.00	238,726.24
New Customers - Water			
8425 - Storage, A.V. Water Tank Alloc.	0.00	0.00	2,797.63
8450 - CIP Development	0.00	0.00	522.35
8550 - Phase I PWP	11,971.25	12,000.50	75,845.06
8600 - Pillar Ridge	0.00	0.00	1,635.00
8675 - School Boost Pump Stn Upgrade	0.00	0.00	25,917.50
8700 - Schoolhouse Tank Proj Phase 2	0.00	0.00	2,708.75
Total New Customers - Water	11,971.25	12,000.50	109,426.29
Total 8000 - Capital Improvement Program	41,447.16	15,800.50	348,152.53

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06/05/13

Accrual Basis

MWSD - Water
Profit & Loss
July 2012 through April 2013

	Mar 13	Apr 13	TOTAL
9000 - Capital Account Expenses			
9025 - Domestic Connection Line	0.00	0.00	11,616.61
9050 - Engineering Review Costs	0.00	300.00	5,015.00
9075 - PFP Connection Expenses	0.00	0.00	14,095.00
9100 - Interest Expense - GO Bonds	0.00	0.00	295,520.85
9125 - PNC Equipment Lease Interest	-12,897.43	1,914.01	8,453.72
9150 - SRF Loan	1,492.50	0.00	1,492.50
Total 9000 - Capital Account Expenses	-11,404.93	2,214.01	336,193.68
Total Other Expense	30,042.23	18,014.51	684,346.21
Net Other Income	-30,042.23	-18,014.51	-650,445.52
Net Income	<u>-1,162,474.60</u>	<u>455,230.97</u>	<u>116,837.35</u>



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: June 6, 2013

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

A handwritten signature in blue ink, appearing to be 'Clemens Heldmaier'. The signature is stylized and cursive.

SUBJECT: SAM Flow Report for April 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 0.316 MGD in April 2013. There was no reportable overflow in April in the Montara System. SAM indicates there were 1.23 inches of rain in April 2013.

RECOMMENDATION:

Review and file.

Attachments

Attachment A

Flow Distribution Report Summary For April 2013

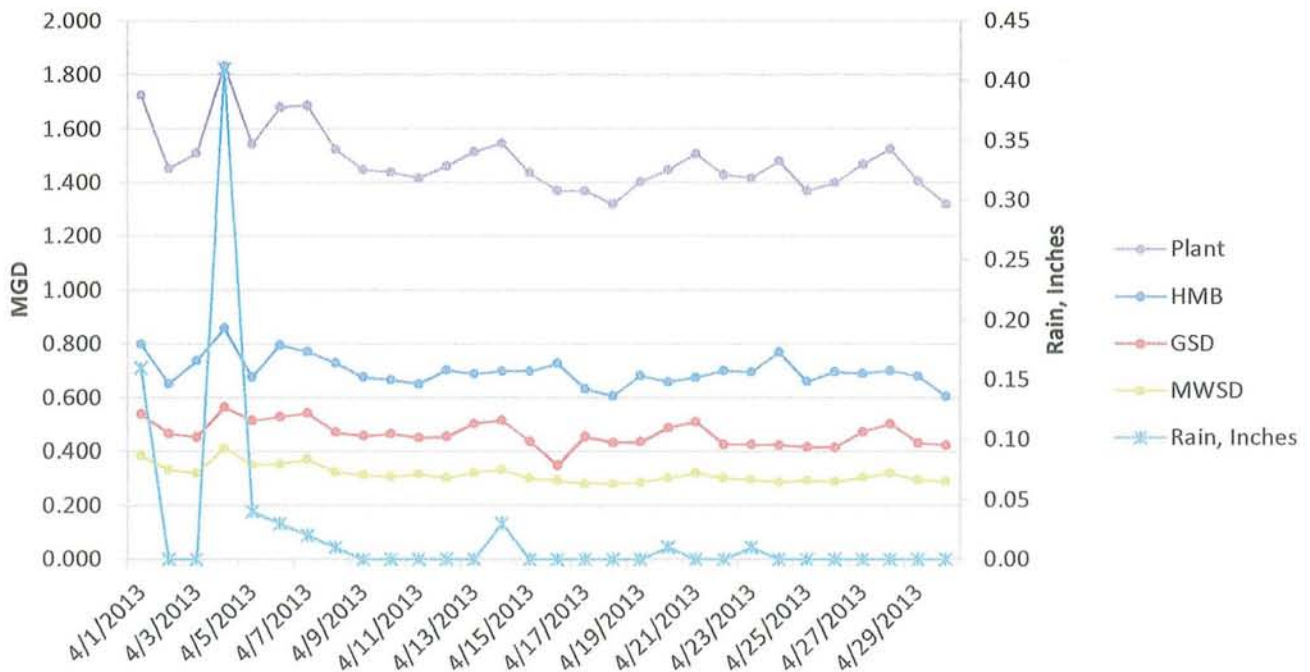
The daily flow report figures for the month of April 2013 have been converted to an Average Daily Flow (ADF) for each Member Agency. The results are attached for your review.

*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	0.700	47.2%
Granada Sanitary District	0.465	31.4%
Montara Water and Sanitary District	<u>0.316</u>	<u>21.4%</u>
Total	1.481	100.00%

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



Sewer Authority Mid-Coastside

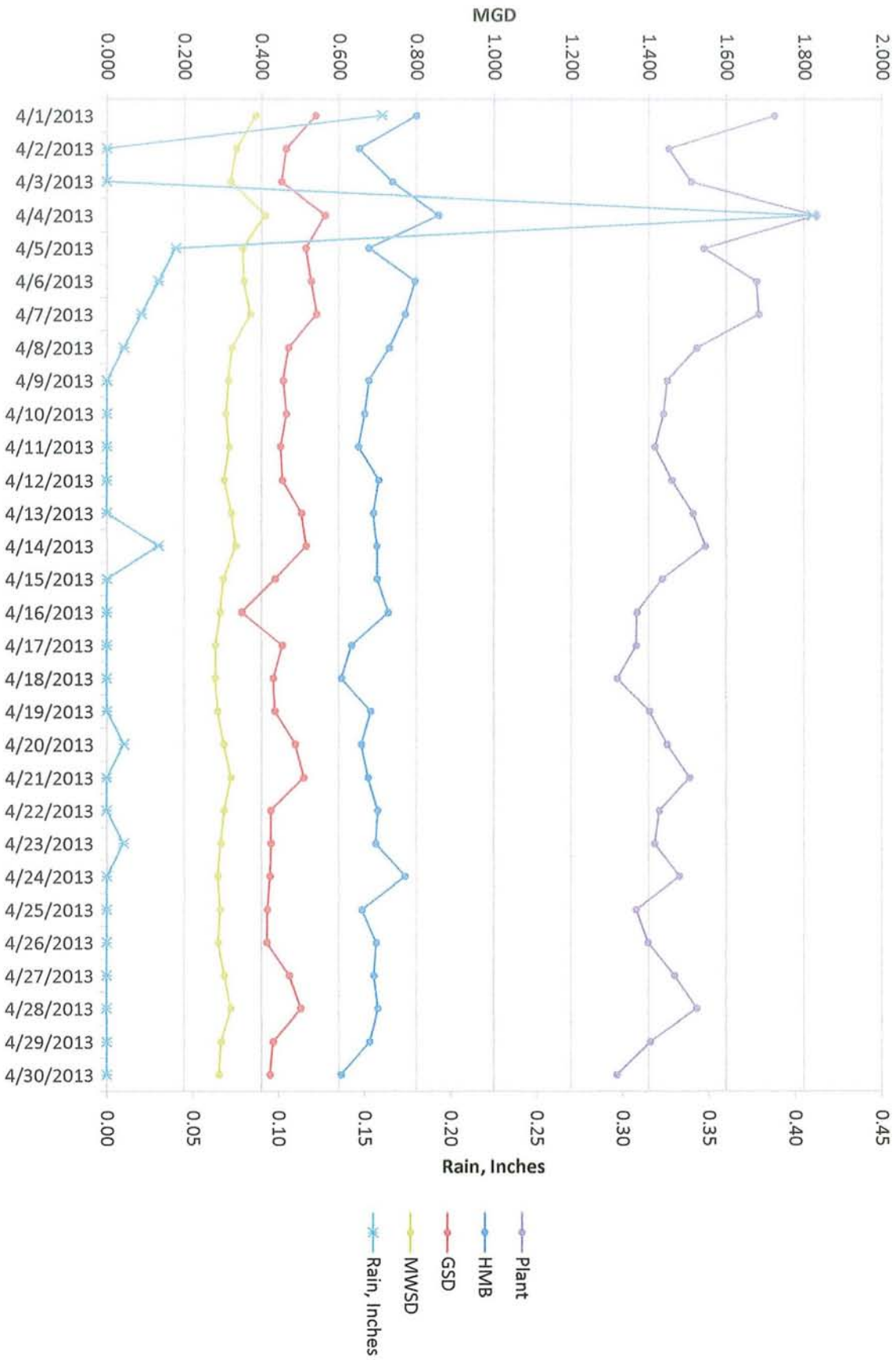
Monthly Flow Distribution Report

<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>
4/1/2013	0.800	0.540	0.385	1.724	0.16	No Data	0.53
4/2/2013	0.652	0.465	0.335	1.452	0.00	No Data	0.00
4/3/2013	0.737	0.453	0.320	1.510	0.00	No Data	0.02
4/4/2013	0.858	0.565	0.410	1.833	0.41	No Data	0.53
4/5/2013	0.677	0.515	0.351	1.543	0.04	No Data	0.06
4/6/2013	0.796	0.529	0.354	1.679	0.03	No Data	0.07
4/7/2013	0.771	0.543	0.371	1.685	0.02	No Data	0.01
4/8/2013	0.730	0.471	0.324	1.525	0.01	No Data	0.00
4/9/2013	0.677	0.457	0.314	1.448	0.00	No Data	0.00
4/10/2013	0.667	0.465	0.307	1.438	0.00	No Data	0.00
4/11/2013	0.651	0.450	0.316	1.416	0.00	No Data	0.00
4/12/2013	0.703	0.455	0.303	1.461	0.00	No Data	0.00
4/13/2013	0.689	0.504	0.322	1.515	0.00	No Data	0.00
4/14/2013	0.698	0.516	0.333	1.547	0.03	No Data	0.00
4/15/2013	0.699	0.436	0.301	1.435	0.00	No Data	0.01
4/16/2013	0.727	0.350	0.293	1.370	0.00	No Data	0.00
4/17/2013	0.633	0.455	0.281	1.369	0.00	No Data	0.00
4/18/2013	0.607	0.432	0.281	1.320	0.00	No Data	0.00
4/19/2013	0.682	0.435	0.286	1.402	0.00	No Data	0.00
4/20/2013	0.658	0.488	0.302	1.448	0.01	No Data	0.00
4/21/2013	0.675	0.510	0.321	1.506	0.00	No Data	0.00
4/22/2013	0.701	0.425	0.303	1.428	0.00	No Data	0.00
4/23/2013	0.696	0.426	0.295	1.416	0.01	No Data	0.00
4/24/2013	0.770	0.423	0.287	1.480	0.00	No Data	0.00
4/25/2013	0.660	0.416	0.293	1.368	0.00	No Data	0.00
4/26/2013	0.697	0.415	0.288	1.399	0.00	No Data	0.00
4/27/2013	0.691	0.473	0.304	1.467	0.00	No Data	0.00
4/28/2013	0.701	0.503	0.321	1.525	0.00	No Data	0.00
4/29/2013	0.680	0.431	0.295	1.405	0.00	No Data	0.00
4/30/2013	0.606	0.423	0.290	1.318	0.00	No Data	0.00
Totals	20.989	13.955	9.486	44.431	0.72	No Data	1.23

Summary

	<u>HMB</u>	<u>GSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.606	0.350	0.281	1.318
Average	0.700	0.465	0.316	1.481
Maximum	0.858	0.565	0.410	1.833
Distribution	47.2%	31.4%	21.4%	100.0%

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



Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, April 2013

April 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%

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	7	2	2	3	0
Total	15	27%	40%	33%	0%

Reportable SSOs

	Total	Number			
		HMB	GSD	MWSD	SAM
April 2013	0	0	0	0	0
12 Month Moving Total	15	4	6	5	0

SSOs / Year / 100 Miles

	Total	Number			
		HMB	GSD	MWSD	SAM
April 2013	0.0	0.0	0.0	0.0	0.0
12 Month Moving Total	14.4	10.8	18.1	18.5	0.0
Category 1	4.8	5.4	3.0	7.4	0.0
Category 2	9.6	5.4	15.1	11.1	0.0

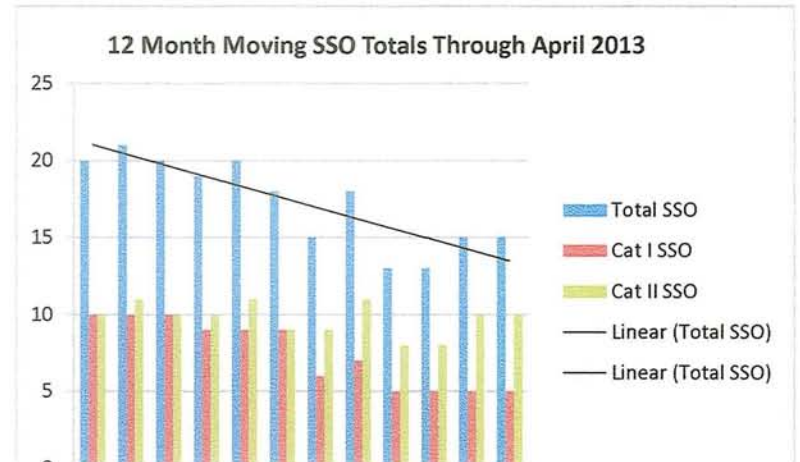
12 Month Rolling Total Sewer Cleaning Summary

Month	HMB	GSD	MWSD	Total Feet	Total Miles
May-12	5,436	26,778	28,572	60,786	11.5
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

Annual ft	217,989	189,418	128,329	535,736	
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Annual Mi.	41	36	24		101
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Attachment D





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 6, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

SUBJECT: Review of Current Investment Portfolio

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

- The District has most of its idle sewer funds deposited in the State of California's Local Agency Investment Fund (LAIF). The Monthly Average interest rate for April 2013 was 0.264%.
- 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: **June 6, 2013**

TO: BOARD OF DIRECTORS

SUBJECT: Connection Permit Applications Received

As of June 6, 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 June 6, 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 June 6, 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: **June 6, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Monthly Water Production Report

The attached two charts summarize the monthly water production for the District. The first shows a consolidated 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.

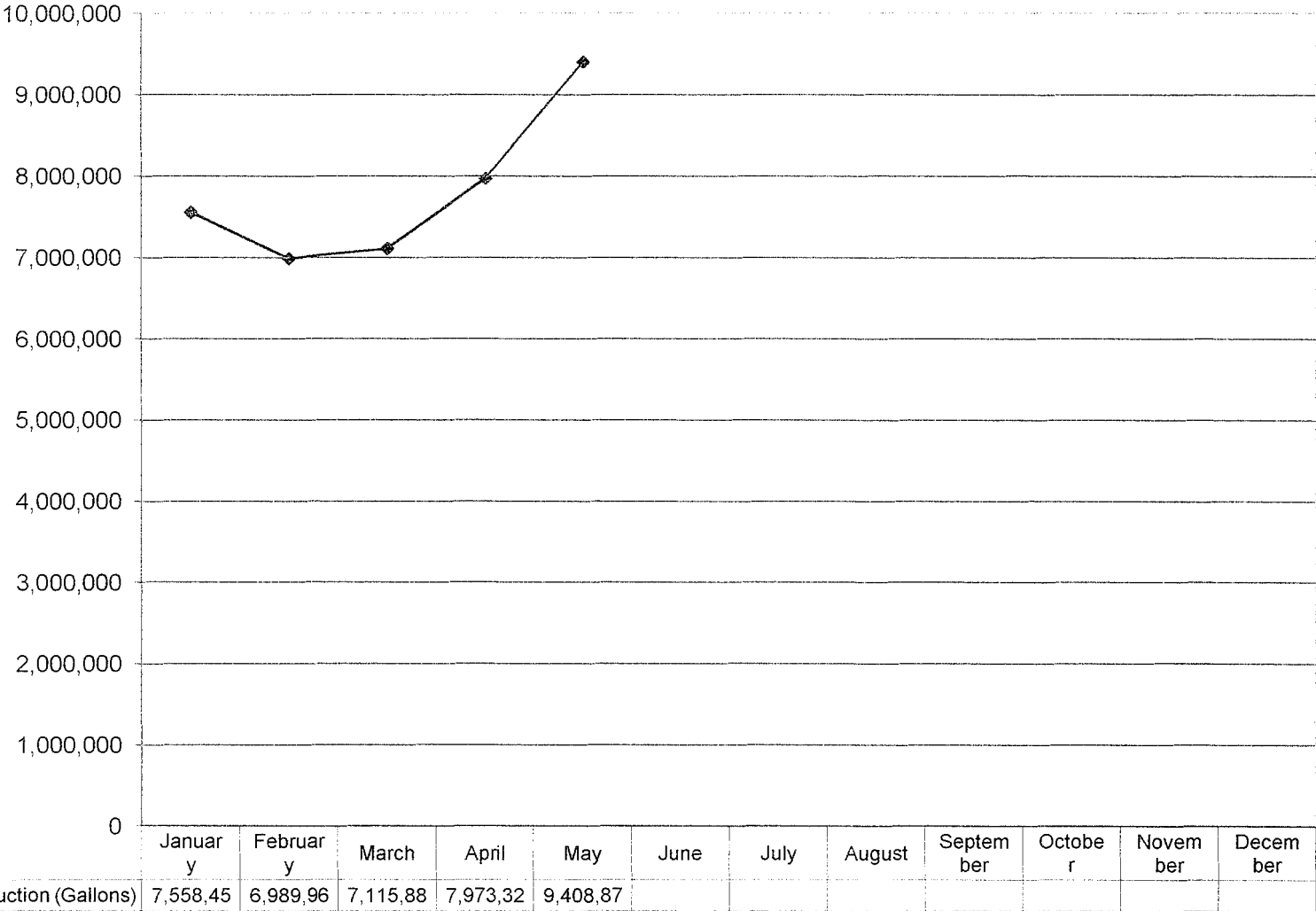
RECOMMENDATION:

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

Attachments

Total Production 2013(Gallons)

GALLONS



MONTH



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 6, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Rain Report

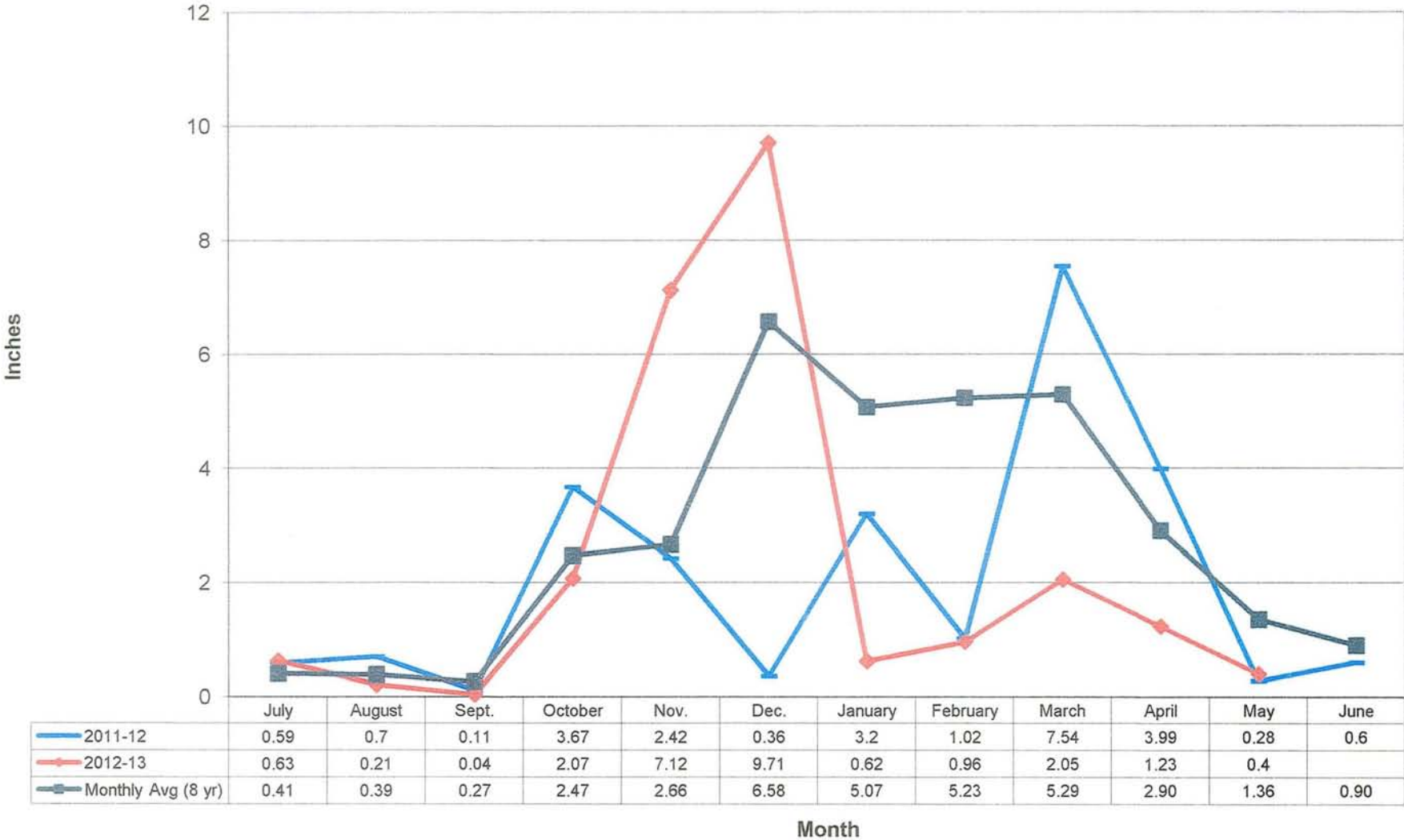
The attached chart shows the monthly rainfall at the Alta Vista Treatment Plant for the current and prior fiscal years along with the seven year average of rainfall.

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: **June 6, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Monthly Solar Energy Report

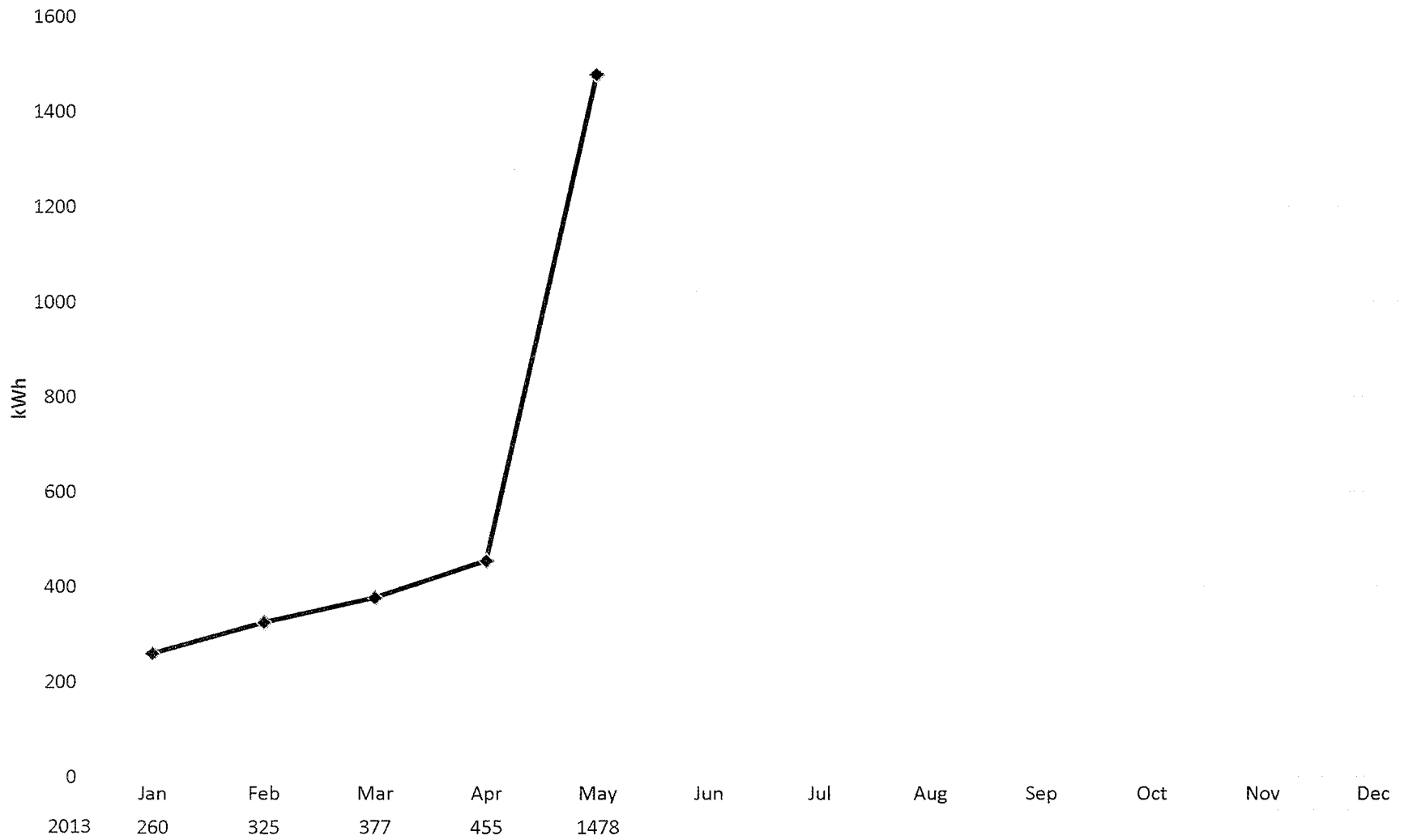
The attached chart summarizes the monthly solar production at the Alta Vista Array. Since the installation of the solar panels the District produced 30035 kWh and saved 48648 lbs of CO₂.

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: **June 6, 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.

At the May 16 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.

RECOMMENDATION:

This is for Board information only.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 6, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Review and Possible Action Concerning Water and Sewer Capital Improvement Programs.

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.

On the water side the District will receive a rate study from Bartle Wells to help determine how rates should develop over the coming years. On the sewer side rates have to be set by the very beginning of July to allow the collection of the sewer service charge through the San Mateo Tax Collector. Staff anticipates holding public hearings to set rates on June 20, 2013. The draft Sewer CIP can aid the Board in deciding on sewer rates at the next meeting.

RECOMMENDATION:

Review and Discuss the Draft Water and Sewer CIP's.

Montara Water and Sanitary District

2013 - 2018

5 Year Capital Priority List for Sanitary Sewer Repairs

Status: Updated May 31 , 2013

DRAFT

Fiscal Year	Capital Improvement Needs	Notes/Status
2013-2014	Pump Station Control Upgrades - Date Harte, Seal Cove 1,2, and 3 3 EA @ \$20,000 /LF Float/Pump Starters \$60,000 1 EA @ \$30,000 /LF MCC \$30,000 Contingencies (35%) \$31,500 <hr/> \$121,500	High Priority Pump Failure Risk
2013-2014	Acacia Street M730.03 - M721.03 (SAM Hot List #4) 720 LF @ \$180 /LF Pipe Burst \$129,600 Contingencies (30%) \$38,880 <hr/> \$168,480	Medium Priority
2012-2013	Montara Area Easements Sewers, 10th at Farallone, 7th at LaConte 1,025 LF @ \$160 /LF Pipe Burst \$164,000 Contingencies (30%) \$49,200 <hr/> \$213,200	High Priority (SAM Hot List)
2013-2014	Montara Area Street Sewers, Farallone between 10th and 11th, South of Harte St 750 LF @ \$180 /LF Pipe Burst \$135,000 Contingencies (30%) \$40,500 <hr/> \$175,500	Spot Repairs Made (12/13) push back some lines (SAM Hot List)
2013-2014	Pump Station Mechanical Upgrades and Painting - various (see above) Mechanical @ \$15,000 LS Pipes and Valves \$15,000 Painting @ \$15,000 LS Bore and Jack \$15,000 Contingencies (35%) \$10,237 <hr/> \$40,237	Medium to High Priority
2013-2014	Vallemar Serwer Relocation Study and Permit Review Study @ \$15,000 LS Study Preparation \$15,000 Permits @ \$5,000 LS Permit Plan Submittal \$5,000 <hr/> \$20,000	Medium to High Priority
2013-2014	Cabrillo Highway PHASE 1B - Trunk Sewer (16th - 14th) 580 LF @ \$475 /LF Open Trench \$275,500 Contingencies (35%) \$96,475 <hr/> \$371,975	Caltrans Permit Delay from 12/13, Sag, roots High Priority
13-14 Total		
		\$1,110,892

2014-2015	Cabrillo Highway PHASE 2A - Trunk Sewer (14th - 11th) 1,100 LF @ \$350 /LF CIPP Contingencies (35%)	\$385,000 \$134,750 \$519,750	Move from 13/14 to 14/15 - Consider keeping in 13/14
2014-2015	George St Trunk Sewer West of Tamarand St 900 LF @ \$250 /LF Pipe Burst Contingencies (30%)	\$225,000 \$67,500 \$292,500	Added 2009 Med.High Priority
2014-2015	Cedar Street (Phase #3, South Section) 450 LF @ \$180 /LF Open Cut Contingencies (30%)	\$81,000 \$24,300 \$105,300	Moved from 13/14 pipe ok, flat grade need open cut repair (SAM Hot List #6)
2014-2015	6 th -7th Street Area sewers and Easements 600 LF @ \$180 /LF Open Cut Contingencies (30%)	\$108,000 \$32,400 \$140,400	Spot Repairs Made push back some lines (SAM Hot List #3)
2014-2015	Pump Station Control Upgrades - Air Port, 5th St, 7th St, Distillary 4 EA @ \$20,000 /EA Float/Pump Starters 1 EA @ \$100,000 /EA Distillary Rebuild Contingencies (35%)	\$80,000 \$100,000 \$28,000 \$208,000	High Priority Pump Failure Risk
14-15 Total		\$1,265,950	
2015-2016	Virginia St Sag Repair 1,200 LF @ \$300 /LF Open Cut Contingencies (30%)	\$360,000 \$108,000 \$468,000	Multiple Sags Grease problem (Spot Repairs needed now)
2015-2016	Cabrillo Highway PHASE 2B - Trunk Sewer (11th - 7th + Crossing) 900 LF @ \$350 /LF CIPP Contingencies (35%)	\$315,000 \$110,250 \$425,250	Move from 13/14 to 14/15
2015-2016	Nevada St and Moss Beach Area Sewers 550 LF @ \$220 /LF Pipe Burst Contingencies (30%)	\$121,000 \$36,300 \$157,300	Multiple Fractures (Spot Repairs needed now)
2015-2016	Pump Station FM - Distillary Force Main (And 4 houses) 4 EA @ \$5,000 /EA Pump Connections 300 LF @ \$350 /LF Distillary Forcemain Contingencies (35%)	\$20,000 \$105,000 \$7,000 \$132,000	High Priority (Spot Repairs Made)

2015-2016	Pump Station - Distillary Pump Station (And 4 houses)		High Priority (Spot Repairs Made)
	4 EA @ \$15,000 /EA	Pump Connections	\$60,000
	1 EA @ \$100,000 /LF	Distillary Forcemain	\$100,000
	Contingencies (35%)		\$21,000
			\$181,000
		15-16 Total	\$1,363,550
2016-2017	Cabrillo Highway PHASE 3 - Parallel Pipes (10th St to 6th Street)		Move from 14/15 to 16/17
	1,200 LF @ \$450 /LF	Open Cut	\$540,000
	Contingencies (35%)		\$189,000
			\$729,000
2016-2017	Nevada St and Moss Beach Area Sewers		Multiple Fractures (Spot Repairs needed now)
	1,500 LF @ \$225 /LF	Pipe Burst	\$337,500
	Contingencies (30%)		\$101,250
			\$438,750
2016-2017	Various Moss Beach Sewers on Steston St.		Multiple Fractures (Spot Repairs needed now)
	1,800 LF @ \$220 /LF	Pipe Burst and Open	\$396,000
	Contingencies (30%)		\$118,800
			\$514,800
		16-17 Total	\$1,682,550
2017-2018	Vallimar Sewer Relocation (Strand, Niagara, Private Pumps)		Added 2010 Medium Priority Long term plan
	1,500 LF @ \$275 /LF	Open Cut	\$412,500
	10 EA @ \$15,000 /EA	Open Cut	\$150,000
	Electrical + Distribution		\$200,000
	PS Niagra Abandonment		\$25,000
	Contingencies (35%)		\$275,625
			\$1,063,125
2017-2018	Various Moss Beach Sewers Near Buena Vista St.		Added 2009 Medium Priority Long term plan
	2,000 LF @ \$220 /LF	Pipe Burst and Open	\$440,000
	Contingencies (30%)		\$132,000
			\$572,000
2017-2018	Various Moss Beach Sewers Near Carlos St.		Added 2009 Medium Priority Long term plan
	900 LF @ \$220 /LF	Pipe Burst and Open	\$198,000
	Contingencies (30%)		\$59,400
			\$257,400
2017-2018	Various Montara Sewers 10th and 14th.		Added 2009 Medium Priority Long term plan
	1,200 LF @ \$220 /LF	Pipe Burst and Open	\$264,000
	Contingencies (30%)		\$79,200
			\$343,200
2017-2018	Montara Montara Easements Sewers Various Locations.		Added 2009

1,600 LF @ \$180 /LF Pipe Burst and Open	\$288,000	Mediu Priority
<u>Contingencies (30%)</u>	<u>\$86,400</u>	Long term plan
	\$374,400	
17-18 Total		
	\$2,610,125	

FY Completed from 2010

Notes

2010-2011	Cedar at George St and Area Sewers (Phase #1 SAM Hot List #2)								COMPLETED at 40% under budget
					\$250,000				
					<u>\$75,000</u>				
					\$325,000				
2010-2011	Cedar Street + Area Sewers (Phase #2, SAM Hot List #2-b)								COMPLETED at 40% under budget
					600 LF @ \$250/LF				
					<u>\$435,000</u>				
					Contingencies (25%)				
					<u>\$160,000</u>				
					\$595,000				
2010-2011	Cedar Street (Phase #3a, SAM Hot List #5)								COMPLETED at 40% under budget
					245 ft x \$250/ft				
					<u>\$61,250</u>				
					Contingencies (30%)				
					<u>18,000</u>				
					\$79,250				
2012-2013	Nevada Street Creek Crossing Repair (w/ new casing)								Added 2012
					140 LF @ \$350 ./LF	CIPP+Oper	\$49,000		V. High Priority
					<u>\$17,000</u>				CIPP repair (old casing) ~\$250/lf
					Contingencies (35%)				CIPP/save crossing may save \$50K
					\$66,000				
2012-2013	Hawthorn Street Sewer								Moved to 12/13
					300 LF @ \$200 ./LF	Pipe Burst	\$60,000		Final price construct ~\$110/lf
					<u>\$21,000</u>				Med/High Priority (SAM Hot List #7)
					\$81,000				
2012-2013	Pump Station Control Upgrades - Vallejo, California, Seal Cove #4								Added 2010
					3 EA @ \$20,000 ./LF	Float/Pun	\$60,000		STILL IN PROGRESS May 2013
					<u>\$21,000</u>				High Priority
					Contingencies (35%)				Pump Failure Risk
					\$81,000				
2012-2013	George St Trunk Sewer West of Cedar St - Phase 1 and 2 of 3								Added 2011
					620 LF @ \$220 ./LF	open cut	\$136,400		High Priority
					<u>\$40,940</u>				Final price construct ~\$240/lf
					Contingencies (30%)				
					\$177,340				
2012-2013	Cypress Easement and Vacinity (SAM Hot List #8)								Sags, Open Cut to Fix
					400 LF @ \$275 ./LF	Open Cut	\$110,000		Flat Grade, Med Priority
					<u>\$33,000</u>				(SAM Hot List #8)
					Contingencies (30%)				
					\$143,000				

Montara Water and Sanitary District

2013 Capital Improvement Project Estimate

May 31, 2013

DRAFT

Pump Station Control Upgrades - Date Harte, Seal Cove 1, 2, and 3

This project will improve the reliability sanitary sewer pump stations by the installation of redundant float motor starters and communication links as well and other miscellaneous panel improvements at Date Hart, Seal Cove 1 and 3. Seal Cove #2 requires complete MCC Panel Replacement.

3 EA	@	\$20,000	./LF	Float/Pump Starters	\$60,000
1 EA	@	\$30,000	./LF	MCC	\$30,000
Contingencies (35%)					\$31,500
					<hr/>
					\$121,500

Acacia Street M730.03 - M721.03 (SAM Hot List #4)

SAM has to clean this sewer multiple times per year due to heavy root intrusion and various cracks which increase infiltration and over flow risks.

720 LF	@	\$180	./LF	Pipe Burst	\$129,600
Contingencies (30%)					\$38,880
					<hr/>
					\$168,480

Montara Area Easements Sewers, 10th at Farallone, 7th at LaConte, Sam Hotlist #3

The Easement sewers are difficult to clean and Manholes M201.05 to M201.13, and M440.07 to M760.07 are lines SAM has to clean this sewer multiple times per year due to heavy root intrusion and various cracks which increase infiltration and over flow risks.

1,025	LF	@	\$160	./LF	Pipe Burst	\$164,000
Contingencies (30%)					\$49,200	
					<hr/>	
					\$213,200	

Montara Area Street Sewers, Farallone between 10th and 11th, South of Harte St

Farallone between 10th and 11th and the sewer South of Harte St on Birch, manholes M800.07- M801.09, M310.05-M311.05, are sewers SAM has to clean multiple times per year due to heavy root intrusion and various cracks which increase infiltration and over flow risks.

750	LF	@	\$180	./LF	Pipe Burst	\$135,000
Contingencies (30%)					\$40,500	
					<hr/>	
					\$175,500	

Pump Station Mechanical Upgrades and Painting - various locations (see above)

Many of the Pump Stations Wet Wells and Discharge Header pipes and valves need maintenance, painting/coating or replacement due to age and corrosion.

Mechanical	@	\$15,000 LS	Pipes and Valves	\$15,000
Painting	@	\$15,000 LS	Bore and Jack	\$15,000
Contingencies (35%)				\$10,237
				<u>\$40,237</u>

Vallemar Sewer Relocation Study and Permits

The Vallemar sewer is currently an easement sewer in very poor condition that runs along the Strand just above the coastal cliff. It has slid into the ocean and been repaired several times. It used to serve all of East Moss Beach. When the Vallemar Pump Station was build the sewage was intercepted and pumped by the Vallemar Pump Station. There are only about 20 properties connected to this sewer and the Niagara Pump Station. This study will review the feasibility and costs for several design and private and public pumping options associated with the relocation of the sewer to the street above the houses and away from the ocean. Coastal Exemption Plan and Permits will be submitted

Mechanical	@	\$15,000 LS	Study Preparation	\$15,000
Permits	@	\$5,000 LS	Permit Plan Submittal	\$5,000
				<u>\$20,000</u>

Cabrillo Highway PHASE 1B - Trunk Sewer (16th - 14th)

The Existing HWY 1 sewer crossing and trunk sewer o in HWY 1 between 14th and 16 has settled

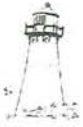
600	LF	@	\$475 /LF	Open Trench	\$285,000
Contingencies (35%)				Night Work	\$99,800
					<u>\$384,800</u>
				13-14 Total	<u>\$1,123,717</u>

MWSD Capital Improvement Program

2012-13

SEWER SYSTEM

PROJECT	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17
MWSD CAPITAL PROJECTS					
Mechanical System Repairs & Replaceme	\$ 81,000	\$ 108,000	\$ 108,000	\$ 50,000	\$ 100,000
Inflow & Infiltration Testing / Televising	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Seal Cove Area Repair and Maint. Project	\$ 20,000	\$ 20,000	\$ 20,000	\$ 15,000	\$ 15,000
Replace Pump Station Pumps	\$ 20,000	\$ 20,000	\$ 20,000	\$ 50,000	\$ 50,000
Replace Medium High Priority Sewer Main	\$ 436,000	\$ 498,000	\$ 1,215,000	\$ 1,061,900	600,000
Spot Repairs Program	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000
Replace Distillery pump station	\$ 20,000		\$ 100,000		
Cabrillo Hwy Trunk and Express Sewer	\$ 426,000	\$ 1,647,000			
Update Date Harte Pump Station					
Pump Station Communication Upgrades			\$ 25,000	\$ 25,000	\$ 25,000
MWSD CAPITAL PROJECTS TOTAL:	\$ 1,088,000	\$ 2,378,000	\$ 1,573,000	\$ 1,286,900	875,000
TOTAL ANNUAL COST	1,088,000	2,378,000	1,573,000	1,286,900	875,000



MWSD — Sanitary Services Budget FY 2012 - 2013

	GL Codes	2011-12 May YTD Actual	2011-12 FY Projection	2011-12 Budget	2012-13 Budget
Revenue — Operations					
Fees, Mainline Extension:	4070.				
Fees, New Construction:	8113.	12,554	13,696	4,000	12,000
Fees, Waste Collection:	8300.	9,626	10,183	12,000	11,000
Fees, Remodeling:	8114.	3,882	4,235	4,000	4,000
Fees, Septic System:	8100.2				
Fees*:		26,062	28,114	20,000	27,000
General Property Tax Revenue:	4300.	258,037	271,654	180,000	250,000
Grants:	8400.				
Interest Income:	8030.	2,615	2,853	1,000	1,500
Lease Income:		20,709	29,375	58,752	29,000
Sewer Service Charges:	4,380	1,785,606	1,857,864	1,857,864	1,932,000
Other Revenues:	4950.	3			4.%
Total Revenue— Operations:		2,093,032	2,189,860	2,117,616	2,239,500
Expenditures — Operations					
Accounting:	6005.	73,262	78,590	80,000	60,000
Audit:	6610.	14,470	14,470	14,000	18,000
Bank Fees:	6005.	2,895	2,895	5,000	3,000
Board Meetings:	6010.	2,222	2,222	5,000	3,000
Director Fees:	6015.	2,775	3,150	5,000	3,600
Election Expenses:	6025.			7,000	
Board of Directors:		4,997	5,372	17,000	6,600
Memberships:	6045.		2,500	2,500	2,500
Contract Services:	6052.				
Consulting:	6650.	1,542	2,330	10,000	12,000
Data Services:	6017.	5,035	5,035	6,000	5,500
Education & Training:	6020.			1,000	1,000
Information Systems:					3,000
Insurance, Property & Liability:	6100.	1,172	1,172	2,500	1,200
Insurance, Fidelity Bond:	6022.	875	875	1,000	900
LAFCO Assessment:	6035.	1,216	1,216	1,441	1,500
Legal, Board:	6635.	9,038	9,545	15,000	15,300
Legal, General:	6640.	13,444	14,096	40,000	20,000
Legal, Litigation:	6645.			10,000	
Legal:		22,482	23,641	65,000	35,300
Office Supplies:	6050.	14,204	14,817	23,000	10,000
Postage:	6055.	2,576	2,746	3,000	4,000
Printing and Publishing:	6060.	3,325	3,325	12,000	6,000
Reference Materials:	6065.	74	74	1,000	100
San Mateo Co. Tax Roll Charges:				2,500	3,000
Travel and Meetings:	6070.	2,038	2,358	2,000	3,000
Other:	6047.			2,000	
Administrative:		150,163	161,416	250,941	176,600
Alarm Services:	6001.	3,396	3,656	4,000	2,500
Landscaping:	6040.	2,860	3,050	2,500	3,000
Repairs and Maint, Office:	6855.				2,000
Utilities:	6080.	32,314	35,937	50,000	38,000
Facilities:		38,570	42,643	56,500	45,500



MWSD — Sanitary Services Budget FY 2012 - 2013

	GL Codes	2011-12 May YTD Actual	2011-12 FY Projection	2011-12 Budget	2012-13 Budget
Wages, Management:	6410.	63,981	69,803	69,347	68,500
Wages, Staff:	6430.	42,800	46,694	48,320	46,600
Payroll Taxes:	6460.	8,168	8,911	9,002	8,500
Calpers 457 Deferred Plan:	6450.	7,475	8,155	8,237	8,100
Disability Insurance:	6435.	648	707	706	700
Employee Benefits:	6445.	22,426	24,467	24,580	23,600
Workers Comp Insurance:	6440.	1,796	1,959	1,532	2,400
Labor:		147,294	160,696	161,725	158,400
Engineering:	6630.	21,128	21,987	35,000	22,000
Repairs and Maint, System:	6802.			40,000	40,000
Repair Claims:	6007.	14,932	14,932	10,000	10,000
Operations:		36,060	36,919	85,000	72,000
SAM Operations:	6682.	514,550	632,643	632,643	642,036
SAM Collections:	6684.	265,730	318,878	318,878	281,337
SAM Repairs and Maintenance:	6686.	80,625	80,625	60,000	80,000
SAM Prior Year Adjustment:	8155.	(28,381)	(28,381)	(15,000)	(10,000)
SAM Assessment:		832,524	1,003,765	996,521	993,373
Total Expenditures, Operations:		1,204,611	1,405,439	1,550,687	1,445,873
Net Change in Assets from Operations:		888,421	784,421	566,929	793,627
Transfer to Capital:					793,627

Capital Account

Fees, Remodeling Connection		20,000
Fees, New Connection		80,000
Interest Income LAIF:	8032.	10,000
Transfer from Operations:		793,627
Reserves:		286,314
Total Capital Account Revenues:		1,189,941
Citigroup Loan:	8655.	36,518
I-Bank Loan:	8651.	55,423
Capital Improvement Program:		1,088,000
Capital Assessment, SAM:		10,000
Total Capital Outlays:		1,189,941

MWSD
Five Year Capital Improvement Program
WATER SYSTEM

Existing Customer CIP	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	
RATE and BOND FUNDED PROJECTS						
Mech. Sys. Rep. & Replacements-Water	\$ 10,000	\$ 10,200	\$ 10,404	\$ 10,612	\$ 10,824	
Water Meters	\$ 10,000	\$ 25,500	\$ 52,020	\$ 53,060	\$ 54,122	
Water Lateral Services	\$ 30,000	\$ 30,600	\$ 31,212	\$ 31,836	\$ 32,473	
Water Main Replacements	\$ 100,000	\$ 102,000	\$ 104,040	\$ 106,121	\$ 108,243	
Replace Fire Hydrants	\$ 5,000	\$ 5,100	\$ 5,202	\$ 5,306	\$ 5,412	
Distribution System Renewal and Replacement Program	\$ 155,000	\$ 173,400	\$ 202,878	\$ 206,936	\$ 211,074	
Water Conservation Program	\$ 8,500	\$ 8,670	\$ 8,843	\$ 9,020	\$ 9,201	
South Airport Well Rehabilitation and Fence	\$ 150,000	\$ -	\$ -	\$ -	\$ -	
Well Rehabilitation	\$ 100,000	\$ 102,000	\$ 104,040	\$ 106,121	\$ 108,243	
Well Rehabilitation Program	\$ 250,000	\$ 102,000	\$ 104,040	\$ 106,121	\$ 108,243	
Storage Tank Rehabilitation Program	\$ -	\$ 100,000	\$ -	\$ -	\$ -	
Vehicle Replacement Fund	\$ -	\$ -	\$ 30,000	\$ 25,000	\$ 25,500	
Schoolhouse Tank West	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000
Alta Vista Tank No. 2 New	\$ 200,000	\$ 3,000,000	\$ -	\$ -	\$ -	\$ 3,200,000
Airport Water Treatment Plant - construction	\$ 700,000	\$ 850,000	\$ -	\$ -	\$ -	\$ 1,550,000
Airport Water Treatment Plant - design	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000
Public Works Plan Phase I Projects	\$ 1,640,000	\$ 3,850,000	\$ -	\$ -	\$ -	\$ 5,490,000
Pillar Ridge Consolidation Project	\$ -	\$ 150,000	\$ 200,000	\$ 50,000	\$ 50,000	
EXISTING CUSTOMER CIP TOTAL	\$ 2,053,500	\$ 4,384,070	\$ 545,761	\$ 397,077	\$ 404,018	
EXISTING CUSTOMER CAPITAL FUND						
Beginning Balance	\$ 1,860,000	\$ 533,167	\$ (4,237)	\$ (263,331)	\$ (573,741)	
SRF LOAN 024	\$ 140,000	\$ -	\$ -	\$ -	\$ -	
SRF LOAN 022	\$ 500,000	\$ 2,210,000	\$ 200,000	\$ -	\$ -	
SRF Loan Disbursements	\$ 640,000	\$ 2,210,000	\$ 200,000	\$ -	\$ -	\$ 3,050,000
New Customer Reimbursement to Existing Customers	\$ 86,667	\$ 86,667	\$ 86,667	\$ 86,667	\$ 86,667	
I-Bank Loan (proposed)	\$ -	\$ 1,550,000	\$ -	\$ -	\$ -	
Existing Customer Capital Fund TOTAL:	\$ 2,586,667	\$ 4,379,833	\$ 282,430	\$ (176,665)	\$ (487,075)	
Existing Customer Capital Fund Balance:	\$ 533,167	\$ (4,237)	\$ (263,331)	\$ (573,741)	\$ (891,093)	
New Customer CIP						
	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	
Develop Additional Supply Reliability	\$ -	\$ 244,920	\$ 244,920	\$ 94,920	\$ 94,920	
Portola Tank Telemetry Upgrade	\$ -	\$ -	\$ 50,000	\$ -	\$ -	
New and Upgraded PRV Stations	\$ 50,000	\$ 51,000	\$ 52,020	\$ 53,060	\$ 54,122	
SCADA Improvements	\$ -	\$ 50,000	\$ -	\$ -	\$ -	
Schoolhouse Booster Pump Station Upgrade	\$ 50,000	\$ 230,000	\$ -	\$ -	\$ -	
Valve Installation Program	\$ 10,000	\$ 15,300	\$ 15,606	\$ 15,918	\$ -	
Wagner Well Pump Upgrade	\$ -	\$ 25,000	\$ -	\$ -	\$ -	
Water Main Upgrades	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	
New Customer Reimbursement to Existing Customers	\$ 86,667	\$ 86,667	\$ 86,667	\$ 86,667	\$ 86,667	
NEW CUSTOMER CIP TOTAL	\$ 196,667	\$ 702,887	\$ 749,213	\$ 550,565	\$ 535,708	
NEW CUSTOMER CAPITAL FUND						
Beginning Balance	\$ -	\$ (76,667)	\$ (534,753)	\$ (792,734)	\$ (842,243)	
PFP Connection Fees	\$ 40,000	\$ 81,600	\$ 83,232	\$ 84,897	\$ 86,595	
Domestic Connection Fees	\$ 80,000	\$ 163,200	\$ 408,000	\$ 416,160	\$ 424,483	
New Customer Capital Fund TOTAL:	\$ 120,000	\$ 168,133	\$ (43,521)	\$ (291,677)	\$ (331,165)	
New Customer Capital Fund Balance:	\$ (76,667)	\$ (534,753)	\$ (792,734)	\$ (842,243)	\$ (866,873)	
TOTAL CAPITAL EXPENDITURES	\$ 2,250,167	\$ 5,086,957	\$ 1,294,974	\$ 947,642	\$ 939,726	
TOTAL CAPITAL FUNDS	\$ 2,706,667	\$ 4,547,967	\$ 238,909	\$ (468,342)	\$ (818,239)	
CAPITAL BALANCE	\$ 456,500	\$ (538,990)	\$ (1,056,065)	\$ (1,415,984)	\$ (1,757,966)	
Pillar Ridge Consolidation Project	\$ -	\$ 150,000	\$ 200,000	\$ 50,000	\$ 50,000	
Big Wave Project	tbd	tbd	tbd	tbd	tbd	

Montara Water and Sanitary District Capital Improvement Program

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

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

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

**2013-2018 MWSD Water System Capital Improvement Program Update -
June 6, 2013 BOARD REVIEW DRAFT**

Table 1 Prioritization Criteria		
Prioritization Level	Description	Examples
Level 1 Mandatory Projects	"Must do", highest priority. District has little or no control to defer.	(1) Projects required by law/legislation, regulations; (2) Projects protecting health and safety of employees and the public; and (3) Project funded by others.
Level 2 Necessary Projects	Must be done. District has moderate level of control over the timing of implementation.	(1) Projects required for providing adequate emergency storage and meeting fire flow requirements; (2) Projects reducing water system losses and reducing pipeline leaks.
Level 3 Discretionary Projects	Should be done. District has significant level of control over the timing of implementation.	Projects that are required but can be deferred to a later date. Level 3 Projects could be completed as-needed, if Level 1 or Level 2 Projects are postponed.

Priority Level One – Mandatory Projects

Priority Level 1 projects that almost exclusively address the projected system deficiencies related to adding new customers to the system. Most of the anticipated system deficiencies are due to adding new connections to the system and increasing water demands.

<p>"Must do", highest priority. District has little or no control to defer.</p>	<p>(1) Projects required by law/legislation, regulations; (2) Projects protecting health and safety of employees and the public; and (3) Project funded by others.</p>
---------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

This CIP focuses on the first five years of this timeline. The projects and actions described below would allow the District to address system deficiencies and continue to operate an efficient and reliable system. The proposed *Priority Level 1* near-term improvements continue the District's progress toward sustainability through investments that: (1) diversify sources of water supply, (2) improve water quality, (3) encourage conservation of water and energy, and (4) meet current and future infrastructure needs.

Table 2, below, contains all *Priority Level 1* projects that have been formulated to provide benefit to, and be paid for by, new District customers. A detailed discussion of the projects follows.

Table 2 Priority One – Mandatory Projects
1. Develop Additional Supply Reliability
2. Portola Tank Telemetry Upgrade
3. New and Upgraded PRV Stations
4. SCADA Improvements
5. Schoolhouse Booster Pump Station Upgrade
6. Valve Installation Program
7. Wagner Well Pump Upgrade
8. Water Main Upgrades
9. New Customer Reimbursement to Existing Customers
12. Water Main Upgrades

**2013-2018 MWSD Water System Capital Improvement Program Update -
June 6, 2013 BOARD REVIEW DRAFT**

Develop Additional Supply Reliability

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

Portola Wells I, III, and IV Production Restoration: The Portola Wells I, III, and IV Production Restoration Project includes re-drilling Portola Wells I, III, and IV, rehabilitating the wells, and replacing the pumping equipment to restore the wells to their original design capacity. *Balance Hydrologics* estimated that re-drilling the three wells that would likely restore their production to the design levels:

- Portola I Well depth would be increased from 332 ft to 600 ft
- Portola III Well depth would be increased from 300 ft to 600 ft
- Portola IV Well depth would be increased from 500 ft to 800 ft

This increase in depth would potentially improve the rated capacity of each well by 5 to 10 gpm for a total capacity restoration potential of 15 to 30 gpm. Environmental compliance for the project may include obtaining a Categorical Exemption (CatEx) under the California Environmental Quality Act (CEQA) and a Coastal Development Exemption (CDX) or Coastal Development Permit (CDP).

New Park Well Development: The New Park Well Development Project includes drilling and developing a new well on District-owned "Park Well" property, potentially including a treatment system for iron and manganese removal, and connecting the new well to the distribution system. The New Park Well would be located on the same property as the existing Park Well, either on the existing Tennis Court/Asphalt Pavement or near George Street, outside the flood zone. Although no test drilling has taken place, potential well capacity has been estimated at 50 – 70 gpm, and high levels of iron and manganese are anticipated. Environmental compliance for the project will likely include fulfilling CEQA and LCP requirements and amending the District's Public Works Plan (PWP).

**2013-2018 MWSD Water System Capital Improvement Program Update -
June 6, 2013 BOARD REVIEW DRAFT**

Pillar Ridge Manufactured Home Community Water System Consolidation: The Pillar Ridge Manufactured Home Community Water System (Pillar Ridge) Consolidation Project is the consolidation of the Pillar Ridge water system, inclusive of the water sources, storage, and treatment, into the MWSD system. The distribution system and customer service is anticipated to remain with Pillar Ridge. With the consolidation, the following improvements would be made: incorporation of the Pillar Ridge water system controls into the MWSD Supervisory Control and Data Acquisition (SCADA) system, adjustments to the District's system to accommodate a new pressure zone, and other miscellaneous improvements. Currently, Pillar Ridge provides water to its customers from three groundwater wells and from MWSD. The average production per well is reported at 35 gpm, with a rated combined supply capacity of 70 gpm. The maximum demand on the system is approximately 70 gpm, and the difference between the well production and daily demand is met through the permanent metered connection from the MWSD system. MWSD reserves 35 gpm of its supply capacity for Pillar Ridge.

By consolidating Pillar Ridge water system with the MWSD water system, the combined water system would gain further supply reliability. MWSD will no longer have to reserve 35 gpm for Pillar Ridge to be available at a 24-hour notice. To evaluate the potential additional supply that could be acquired by MWSD, a more comprehensive analysis of the Pillar Ridge water system and the consolidation project would be necessary. There is also potential for additional source water supply to be acquired through the consolidation, as the Pillar Ridge system owns a fourth well that could be converted to a production well. Environmental compliance for the project will likely include obtaining a CDX and CatEx under CEQA. There is grant funding potential for this project.

	CIP Total	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18
Develop Additional Supply Reliability	\$679,680	\$-	\$244,920	\$244,920	\$94,920	\$94,920

**2013-2018 MWSD Water System Capital Improvement Program Update -
June 6, 2013 BOARD REVIEW DRAFT**

Portola Tank Telemetry Upgrade

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

- The estimated cost of this project is \$50,000 and will be paid by the new customers through the WCC.

	CIP Total	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18
Portola Tank Telemetry Upgrade	\$50,000	\$-	\$-	\$50,000	\$-	\$-

**2013-2018 MWSD Water System Capital Improvement Program Update -
June 6, 2013 BOARD REVIEW DRAFT**

New and Upgraded Pressure-Regulating Stations

Due to the District's water system configuration and the terrain of the service area, the District operates over 20 existing pressure-regulating stations (PRVs). With the addition of new customers throughout the service area, this project will install up to 5 new PRV stations and increase the capacity of up to 10 existing PRV stations.

- The estimated cost of this project is \$260,202 and will be paid by the new customers through the WCC.

	CIP Total	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18
New and Upgraded PRV Stations	\$260,202	\$50,000	\$51,000	\$52,020	\$53,060	\$94,920

**2013-2018 MWSD Water System Capital Improvement Program Update -
June 6, 2013 BOARD REVIEW DRAFT**

SCADA Improvements

The District operates an existing SCADA that has been significantly improved during the years of public ownership of the water system. However, the system operates at capacity and it's expansion is required to accommodate addition of new water customers. This project will include the equipment and installation work required to expand the existing SCADA.

- The estimated cost of this project is \$50,000 and will be paid by the new customers through the WCC.

	CIP Total	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18
SCADA Improvements	\$50,000	\$-	\$50,000	\$-	\$-	\$-

**2013-2018 MWSD Water System Capital Improvement Program Update -
June 6, 2013 BOARD REVIEW DRAFT**

Schoolhouse Booster Pump Station Upgrade

The District owns and operates the existing Schoolhouse Booster Pump Station. The addition of new water customers throughout the service area necessitates installation of a new set of booster pumps to accommodate the distribution system expansion for new customers and a new set of parameters under which the system would operate when demand increases. The existing booster pump station building has no room to house these new pumps, and has reached the end of its useful life, so a new building would also be required. This project will include a new set of pumps, rehabilitation and/or replacement of the existing pumps, and a new building to house two sets of pumps.

- The estimated cost of this project is \$580,000. The new customers will be responsible for \$280,000 of the total project cost.

	CIP Total	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18
Schoolhouse Booster Pump Station Upgrade	\$280,000	\$50,000	\$230,000	\$-	\$-	\$-

**2013-2018 MWSD Water System Capital Improvement Program Update -
June 6, 2013 BOARD REVIEW DRAFT**

Valve Installation Program

As part of the distribution system upgrade to accommodate addition of new customers to the water system, under this project, the District will install up to eight new isolation and control valves in strategic locations throughout the distribution system to allow flow improvements to serve new customers.

- The estimated cost of this program is \$56,824 and will be paid by the new customers through the WCC.

	CIP Total	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18
Valve Installation Program	\$56,824	\$10,000	\$15,300	\$15,606	\$15,918	\$-

**2013-2018 MWSD Water System Capital Improvement Program Update –
June 6, 2013 BOARD REVIEW DRAFT**

Water Main Upgrades

Under the water main upgrade program, the District will undertake the effort of designing and constructing new water main extensions in the urban areas where needed and upsizing the existing distribution system mains to accommodate increasing demands due to the addition of new water customers. This program includes an estimated additional 6,000 linear feet of 6 to 8-inch diameter mains designed and installed in the system.

- The estimated cost of these upgrades is \$0.9 million and will be paid by the new customers through the WCC.

	CIP Total	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18
Water Main Upgrades	\$900,000	\$-	\$-	\$300,000	\$300,000	\$300,000

**2013-2018 MWSD Water System Capital Improvement Program Update -
June 6, 2013 BOARD REVIEW DRAFT**

Wagner Well Pump Upgrades

The existing District's Wagner Well operates within its design parameters in the existing water system. Hydraulic analysis demonstrates, however, that with increased demands due to new water customers, Wagner Well pump would be unable to pump into the system. The pump and motor replacement is required to accommodate new customers.

- The estimated cost of this upgrade is \$25,000 and will be borne by the new customers through the WCC.

	CIP Total	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18
Wagner Well Pump Upgrades	\$25,000	\$-	\$25,000	\$-	\$-	\$-

Priority Level Two – Necessary Projects

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

Level 2 Necessary Projects	Must be done. District has moderate level of control over the timing of implementation.	(1) Projects required for providing adequate emergency storage and meeting fire flow requirements; (2) Projects reducing water system losses and reducing pipeline leaks.
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Table 3 below provides a list of the Priority Two Level projects. These projects serve existing District's customers and are funded by the water rate revenues.

Table 3 Priority Two - Necessary Projects
1. Distribution System Renewal and Replacement Program
2. Water Conservation Program
3. Well Rehabilitation Program
4. Storage Tank Rehabilitation Program
5. Vehicle Replacement Fund
6. Public Works Plan Phase I Projects
7. Pillar Ridge Consolidation Project

**2013-2018 MWSD Water System Capital Improvement Program Update -
June 6, 2013 BOARD REVIEW DRAFT**

Distribution System Renewal and Replacement Program

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

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

	CIP Total	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18
Distribution System R&R Program	\$949,288	\$155,000	\$173,400	\$202,878	\$206,936	\$211,074

***2013-2018 MWSD Water System Capital Improvement Program Update -
June 6, 2013 BOARD REVIEW DRAFT***

Water Conservation Program

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

This program is funded at \$8,500 annually, adjusted for inflation for a 5-year total of \$44,234.

**2013-2018 MWSD Water System Capital Improvement Program Update -
June 6, 2013 BOARD REVIEW DRAFT**

Well Rehabilitation Program

This program includes rehabilitation of existing groundwater sources and focuses on the South Airport Well rehabilitation in the first year at a cost of \$150,000, and the remaining wells in the system, at a \$100,000 annually, inflated.

	CIP Total	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18
Well Rehabilitation Program	\$670,404	\$250,000	\$102,000	\$104,040	\$106,121	\$108,243

***2013-2018 MWSD Water System Capital Improvement Program Update -
June 6, 2013 BOARD REVIEW DRAFT***

Vehicle Replacement Fund

This funding is targeted to a renewal of the District fleet of trucks and starts in FY 15/16 with a \$30,000 purchase of a heavy truck followed by replacing one light truck annually at \$25,000 and \$25,500 respectively, in the following two years of the CIP.

**2013-2018 MWSD Water System Capital Improvement Program Update -
June 6, 2013 BOARD REVIEW DRAFT**

Phase I PWP Projects

The District developed its Public Works Plan (PWP) and received approval of the Coastal Commission to design and construct various improvements to the water system to improve supply and delivery reliability. Initiated in 2004, the PWP projects remaining to be implemented as part of this CIP include the following:

- Schoolhouse Tank West
- Alta Vista Tank No. 2
- Airport Wells Water Treatment Plant

These projects will be funded through a combination of the State Revolving Fund (SRF) low interest loans and water rate revenue.

	CIP Total	FY 13/14	FY 14/15
Phase I PWP Projects	\$5,490,000	\$1,640,000	\$3,850,000

**2013-2018 MWSD Water System Capital Improvement Program Update -
June 6, 2013 BOARD REVIEW DRAFT**

Pillar Ridge Rehabilitation Program

Consolidation of the Pillar Ridge Water System into the MWSD water system benefits all District's customers. The addition of new facilities, however, necessitates planning for the renewal and replacement of the Pillar Ridge treatment, supply, and storage facilities. This program is planned for systematic rehabilitation of the facilities and is proposed for the following funding:

	CIP Total	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18
Pillar Ridge Rehabilitation Program	\$450,000	\$-	\$150,000	\$200,000	50,000	\$50,000

MWSD CAPITAL IMPROVEMENT PROGRAM

2012-2013

WATER SYSTEM

PROJECT	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17
Existing Customers:					
Mech. Sys. Rep. & Replacements-Water	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Water Meters		\$10,000	\$25,000	\$50,000	\$50,000
Water Conservation	\$6,000	\$8,500	\$8,500	\$8,500	\$8,500
Water Lateral Services	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Water Main Replacements	\$150,000	\$300,000	\$350,000	\$300,000	\$300,000
Treatment Water					
Replace Fire Hydrants	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Well Rehabilitation	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
Vehicle Replacement Fund	\$30,000	\$25,000	\$25,000	\$25,000	\$25,000
Alta Vista Water Tank (partial funding – 25%)	\$75,000	\$800,000			
Existing Alta Vista Water Tank Hatch Safety Repairs	\$10,000				
Schoolhouse Tank Project Phase 2: New West Tank	\$650,000				
Schoolhouse Booster Pump Station Upgrade (partial funding)					
Schoolhouse Pump Station Building Rehabilitation	\$25,000				
Centralized Airport Water Treatment System	\$250,000	\$250,000		\$1,217,700	
Total Existing Customers:	\$1,266,000	\$1,463,500	\$478,500	\$1,671,200	\$453,500
New Customers:					
Alta Vista Water Tank (partial funding – 75%)	\$225,000	\$2,400,000			
Develop Additional Supply Reliability	\$50,000	\$50,000	\$732,000	\$50,000	
Portola Tank Telemetry Upgrade			\$50,000		
New and Upgraded PRV Stations					\$50,000
SCADA Improvements			\$50,000		
Schoolhouse Booster Pump Station Upgrade (partial funding)					
Treatment Upgrades					
Phase I PWP Projects					
Phase II PWP Development and Implementation					
Valve Installation Program	\$10,000	\$15,000	\$15,000	\$15,000	
New Water Storage Tank					
Wagner Well Pump Upgrade			\$25,000		
Water Main Upgrades					
Total New Customers:	\$285,000	\$2,465,000	\$872,000	\$65,000	\$50,000
Big Wave Project:					
Big Wave site connection to water system	tbd	tbd	tbd	tbd	tbd
Total Big Wave Project:	tbd	tbd	tbd	tbd	tbd
TOTAL ANNUAL COST	\$1,551,000	\$3,928,500	\$1,350,500	\$1,736,200	\$503,500



MWSD — Water Services Budget 2012 - 2013

Start / Change

Start

Change

	GL Codes	2009-10 Actual	2010-11 Actual	2011-12 May YTD Actual	2011-12 FY Projection	2011-12 Budget	2012-13 Proposed
Revenue — Operations							
Fees, Backflow Test:	4925.5		7,838	12,345	12,345	11,739	11,500
Administrative Fees, New Construction:	8113.5		2,049	8,409	9,174	5,000	9,000
Administrative Fees, Remodeling:	8114.			5,582	6,090		5,000
Fees:		0	9,887	26,336	27,609	16,739	25,500
Grants:	8400.5	33,390		5,241	5,241		
Lease Income:	8156.5	57,752	56,752	48,960	29,376	58,752	29,375
General Property Tax Revenue:	8001.5	190,281	239,985	258,480	272,174	180,000	250,000
Uncategorized:	4920.	88,908		20,000	20,000		
Water Sales, Resident:	4450.	1,519,276	1,426,086	1,333,524	1,454,859	1,406,300	1,467,700
Water Service Refunds:	6270.5	(160)	(6,249)			(2,000)	(2,000)
Other Revenue-Water	4970.		8,167	13,394			
Total Revenue— Operations:		1,889,447	1,734,628	1,705,935	1,809,259	1,659,791	1,770,575
Expenses — Operations							
Accounting:	6605.5	60,354	86,499	81,725	87,265	55,000	80,000
Audit:	6610.5	9,300	12,550	14,470	14,470	12,500	16,000
Bank Fees:	6005.5	3,967	7,333	6,623	6,623	6,500	6,500
Board Meetings:	6010.5	194	3,051	801	925	5,000	1,000
Director Fees:	6015.5	4,125	2,925	2,325	2,325	5,000	2,500
Election Expenses:	6025.5					7,000	
Board of Directors:		4,319	5,976	3,126	3,250	17,000	3,500
Consulting:	6650.5	24,736	89,041	2,835	3,960	20,000	20,000
Education & Training:	6020.5	11,045	5,061	4,940	5,104	8,000	8,000
Information Systems:	6850.5	232	4			500	500
Insurance, Liability:	6063.5					1,000	
Insurance, Property:	6162.5		1,142	1,172	1,172	1,200	1,200
LAFCO Assessment:	6035.5	1,332	1,879	1,659	1,659	1,879	1,800
Legal, Board:	6635.5	11,349	17,814	9,041	9,547	17,000	12,000
Legal, General:	6640.5	30,386	91,396	57,402	63,130	50,000	64,000
Legal, Litigation	6645.5	217,212	167,486	41,607	44,757	70,000	45,000
Legal:		258,947	276,696	108,050	117,434	137,000	121,000
Memberships:	6045.5	12,083	14,973	16,409	16,409	12,500	16,000
Meter Reading:	6845.5	9,109		1,094	1,094	12,500	10,000
Office Supplies:	6050.5	13,029	11,287	15,247	15,384	23,000	15,500
Postage:	6055.5	5,929	7,540	5,307	5,676	8,000	8,000
Printing:	6060.5	8,321	7,736	2,206	2,206	10,000	7,000
Reference Materials:	6065.5	1,134	955	1,344	1,344	1,000	1,500
Travel and Meetings:	6070.5	3,005	6,208	2,579	3,246	8,000	8,000
Other, Administration:	6250.5	234		1,022	1,022	500	1,000
Administrative:		427,076	534,880	269,808	287,318	336,079	325,500
Alarm Services:	6001.5	367	569			800	800
Landscaping:	6040.5	4,340	3,600	3,960	4,260	4,000	4,500
Repairs and Maint, Office:	6850.5	26,153	7,240	36	48		2,000
Utilities:	6080.5	5,858	8,313	12,159	14,964	8,000	15,000



MWSD — Water Services Budget 2012 - 2013

		Start				Change	
	GL	2009-10	2010-11	2011-12 May	2011-12 FY	2011-12	2012-13
	Codes	Actual	Actual	YTD Actual	Projection	Budget	Proposed
Facilities:		36,718	19,722	16,155	19,272	12,800	22,300
Wages, Management:	6410.5	61,407	63,993	63,981	69,803	69,347	68,500
Wages, Staff:	6415.5	284,852	275,669	290,509	316,942	324,277	321,800
Wages, Staff Certification:	6425.5	11,450	12,700	11,000	12,000	13,589	13,800
Wages, Staff Standby:	6427.7	10,664	11,237	9,987	10,896	11,692	11,500
Wages, Staff Overtime:	6420.5	40,745	29,865	25,225	27,520	31,685	30,300
Payroll Taxes:	6460.5	26,002	32,346	30,654	33,443	33,512	33,200
Calpers 457 Deferred Plan:	6450.5	24,238	29,142	26,748	29,182	30,664	30,500
Disability Insurance:	6435.5	2,093	2,388	2,011	2,194	2,628	2,300
Employee Benefits:	6445.5	86,140	75,187	70,378	76,782	88,810	71,300
Workers Comp Insurance:	6440.5	26,577	36,910	44,863	48,945	39,697	61,300
IEDA Representation:	6470.5			5,258	5,258		9,000
Labor:		574,168	569,437	580,614	632,964	645,902	653,500
Engineer Mtng. Attendance:	6630.5	45,753	13,008	13,296	14,134	26,000	26,000
Engineering, General:	6625.5	97,963	94,018	186,135	199,658	75,000	75,000
Engineering, Water Quality & DPH:	6620.5	48,876	46,073	26,156	32,544	30,000	30,000
Professional Services, Other:	6665.5		24,741	12,749	18,887	30,000	30,000
Engineering:		192,592	177,840	238,336	265,223	161,000	161,000
Backflow Prevention:	6205.5	4,453	1,534	1,822	1,822		1,000
CDPH Fees:	6210.5	16,420	16,527	24,204	24,204	13,000	25,000
Communications Equipment:	6215.5	13,120	12,768	3,207	5,832	10,000	10,000
Damage Claims:	6064.5					10,000	10,000
Lab Supplies & Equipment:	6225.5	930	482	934	934	1,000	1,000
Miscellaneous Operating Expenses:	6047.5		88	1,598	1,598	1,000	1,500
Power Operated Equipment:	6255.5	149	188	327	337	2,000	500
Tools, Shop & Garage:	6260.5	8,403	6,948	3,433	3,576	9,000	9,000
Transport Equipment-Trucks:		8,615	6,839	1,204	1,204	8,000	4,000
Fuel for Vehicles:	6255.5	2,951	6,398	8,328	9,210	12,500	12,500
Uniforms:	6075.5	5,715	5,290	6,213	6,773	6,000	7,000
Other Operating Expenses:	6250.5	635		1,571	2,095	1,000	2,000
Other, General Operations:	6030.5	2,373	216	1,359	1,635	1,500	1,500
General Operations:		63,764	57,278	54,200	59,220	75,000	85,000
Fuel & Electricity:	6805.5	60,273	78,982	35,076	35,076	65,000	40,000
Structure & Improvements:	6878.50.2	4,316	531			1,000	1,000
Pumping Equipment		5,081	993	12,334	12,334	8,000	10,000
Generators:	6875.5	7,007	21,341	19,756	19,756	10,000	15,000
Pumping:		76,677	101,847	67,166	67,166	84,000	66,000
Water Purchases:	6326.						
Maintenance, Wells:	6835.5					5,000	1,000
Maintenance, Supply Mains:	6825.5	258	1,387	4,906	4,906	1,500	5,000
Other Operating Expenses-Supply:	6860.5			1,359			
Supply:		258	1,387	6,265	4,906	6,500	6,000
Meters:	6840.5	911	369	2,756	2,756	1,500	3,000
Tanks & Reservoirs:	6885.5	541	978	1,075	1,075	4,000	1,000
Trans & Distro Mains:	6900.5	29,982	64,380	17,842	17,842	50,000	50,000



MWSD — Water Services Budget 2012 - 2013

				Start		Change	
	<u>GL</u>	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12 May</u>	<u>2011-12 FY</u>	<u>2011-12</u>	<u>2012-13</u>
	<u>Codes</u>	<u>Actual</u>	<u>Actual</u>	<u>YTD Actual</u>	<u>Projection</u>	<u>Budget</u>	<u>Proposed</u>
Maintenance of Services:	6820.5	609	12,928	24,684	26,063	30,000	30,000
Maintenance of Meters:	6815.5		13	1,468	1,503	1,000	2,000
Hydrants:	6810.5	1,380	2,124	2,291	2,291	2,000	2,000
Transmission, Other:	6920.5	6,805	5,545	991	991	7,000	3,000
Transmission:		40,228	86,337	51,107	52,521	95,500	91,000
Chemicals & Filtering:	6800.5	20,960	24,861	15,303	16,780	25,000	20,000
Maintenance, Treatment Equipment:	6830.5	1,415	3,416	2,777	3,703	2,000	3,500
Maintenance, Treatment Other:	6940.5	363	652	3,916	3,916	500	4,000
Treatment Analysis:	6945.5	30,278	35,154	34,838	35,728	35,000	36,000
Treatment:		53,016	64,083	56,834	60,127	62,500	63,500
Total Expenditures, Operations:		1,464,497	1,612,810	1,340,485	1,448,716	1,479,281	1,473,800
Net Change in Assets from Operations:		424,950	121,818	365,450	360,543	180,510	296,775
Transfer to Capital:							296,775

Capital Account

Fees, Connection Domestic:							112,000
Fees, Connection Domestic Remodel:							1,500
Fees, Connection (Private Fire Protection):	8152.5						55,000
Interest Income:	8030.5						10,000
State Revolving Fund Loan:							250,000
Transfer from Operations:							296,775
Reserves:							887,808
Total Capital Account Revenues:							1,613,083
Citigroup Loan	8655.5						59,083
SRF Loan							3,000
Capital Improvement Program:							1,551,000
Total Cash Outlays:							1,613,083



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 6, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: 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.

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.

RECOMMENDATION:

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.

Attachment



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 6, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

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

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 (attached) in the local newspaper for two successive weeks before the hearing.

RECOMMENDATION:

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.

Attachment

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Board of the Montara Water and Sanitary District proposes to adopt an ordinance revising the Master Fee Schedule. This document contains most of the fees levied by the District including the Sewer and Water Service Charges and Sewer and Water Connection Permit fees. The District proposes to update all of these fees in accordance with inflationary increases occurring since the last update. The Board shall consider adoption of this ordinance at a meeting of the Board as follows:

DATE: June 20, 2013

TIME: 7:30 p.m., or as soon thereafter as the matter may be considered

PLACE: District Board Chambers
8888 Cabrillo Highway
Montara, CA 94037
(www.mwsd.montara.com)



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 6, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: 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.

RECOMMENDATION:

Adopt RESOLUTION NO. _____, RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT DECLARING CERTAIN PROPERTY AS SURPLUS AND AUTHORIZING ITS SALE.

Attachment

RESOLUTION NO. _____

RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT
DECLARING CERTAIN PROPERTY AS SURPLUS AND AUTHORIZING ITS
SALE.

WHEREAS, the District has purchased the equipment listed on the attached
Exhibit "A"; and

WHEREAS, the equipment on Exhibit "A" is surplus to the needs of the District;

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

The equipment described on the attached Exhibit "A" is declared surplus to
the needs of the District. Staff is instructed to sell all items for the best
available price or properly dispose of items that it is unable to sell.

President, Montara Water and Sanitary District

COUNTERSIGNED:

Secretary, Montara Water and Sanitary District

* * * *

I HEREBY CERTIFY that the foregoing Resolution No. _____ was duly
and regularly adopted and passed by the Board of the Montara Water and
Sanitary District, San Mateo County, California, at a meeting thereof held on the
6th day of June 2013, by the following vote:

AYES, Directors:

NOES, Directors:

ABSENT, Directors:

Secretary, Montara Water and Sanitary District



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: June 6, 2013

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Review and Possible Action Concerning Tank Inspection Report.

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. Prior to conducting the inspection, the District considered several options, as follows:

1. Physical inspection of the tank by a certified coating inspector and staff while tank was drained and placed out of service.
2. Physical inspection of the tank by a certified diver/coating inspector and staff while tank was valved off from the distribution system but remained full of water.
3. Inspection of the tank utilizing a remotely controlled robotic mechanism with the certified coating inspector watching the inspection video during the inspection. The tank remains operational during the inspection under this method.

Staff considered the risk involved with draining the tank, valving it off, and inspecting it with a remotely operated robot and the costs of each option, and upon careful review, selected the robot option based on the lowest cost and lowest risk of inspection. The contractor who constructed the tank shares the cost of the inspection. In addition, as the cost of the remotely controlled device was based on a daily rate, staff had also conducted a similar inspection of the existing Alta Vista Tank at no extra cost.

The tanks' 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 penetration inside the tank. The rust spots were small, very localized and occurred at "typical" locations within the tank where coating flaws or minor damage can be expected. These locations present no threat to the tank structure and/or quality of the water inside the tank.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: June 6, 2013

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

As indicated in the Bid Documents, the cathodic protection system was also inspected and turned on a few months ago by Corpro, the corrosion consultant. According to their report it is working properly. 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.

RECOMMENDATION:

This is for Board information only.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 6, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

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

The Montara Water and Sanitary District (MWSD or District) Schoolhouse Tank Replacement Project (Project) has 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 second phase of the project includes the construction of a new steel water storage tank west of the intersection of Buena Vista Street and Lincoln Avenue (APN 047-022-070), west of the new Schoolhouse Tank East and demolition of the existing, currently off-line, concrete tank. The District's Water System Engineer completed the design in April 2012. The new 100,000-gallon tank will be 35 feet in diameter and 16 feet high, and designed to conform to the requirements described in the new AWWA D100-11 Standard for Welded Carbon Steel Tanks for Water Storage.

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. A summary of the bids received is included in Table 1, below.

Table 1 Schoolhouse Tank Project Phase II Summary of Bids

Bidder	Total Bid
Speiss Construction Company, Inc.	\$578,300.00
Crosno Construction, Inc.	\$530,462.50
Paso Robles Tank, Inc.	\$508,000.00



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 6, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

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.

RECOMMENDATION:

Staff has reviewed the submitted bids for compliance with all specifications, and recommends awarding the contract to Paso Robles Tank, Inc. as the lowest responsive and responsible bidder. Adopt RESOLUTION NO. _____, 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.

RESOLUTION NO.

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 CONTRACT DOCUMENTS, AUTHORIZING AND DIRECTING EXECUTION OF AGREEMENT FOR SAID WORK, AND DIRECTING RETURN OF SECURITY DEPOSITS

WHEREAS, in response to advertisement for sealed bids, three bids were received for the construction of the Schoolhouse Tank Project - Phase 2: New West Tank; and

WHEREAS, the bid of Paso Robles Tank, Inc. constitutes the lowest responsible bid submitted;

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

1. The bid of Paso Robles Tank, Inc. received on May 31, 2013 in the amount of Five Hundred Eleven Thousand Five Hundred Twenty Eight Dollars (\$508,000), is hereby accepted and said bidder is hereby declared to be the lowest responsible bidder for said work.

2. Any and all informalities in the aforementioned bid of Paso Robles Tank, Inc. are hereby waived.

3. The contract documents for the aforesaid project including, without limitation, the plans and specifications, are hereby approved.

4. The President and Secretary of the Board, Montara Water and Sanitary District, are hereby authorized and directed to execute and to countersign, respectively, that certain agreement for said work by and between Paso Robles Tank, Inc. and the Montara Water and Sanitary District, a copy of which agreement is on file in the Administrative Office of the District, to which copy reference is hereby made for the full particulars thereof.

5. The District Secretary is hereby authorized and directed to return to

all unsuccessful bidders the bid security furnished by them, and to return the bid security submitted by Paso Robles Tank, Inc. to said bidder upon execution of the agreement described in paragraph 3 hereof by said bidder.

President, Montara Water and Sanitary District

COUNTERSIGNED:

Secretary, Montara Water and Sanitary District

* * * *

I HEREBY CERTIFY that the foregoing Resolution No. _____ was duly and regularly adopted and passed by the board of the Montara water and sanitary district, San Mateo County, California, at a regular meeting thereof held on the 6th day of June 2013, by the following vote:

AYES, Directors:

NOES, Directors:

ABSENT, Directors:

Secretary, Montara Water and Sanitary District

AGREEMENT

THE MONTARA WATER AND SANITARY DISTRICT, a public agency in the county of San Mateo, California, hereinafter referred to as "District", and Paso Robles Tank Inc., of Paso Robles, California, hereinafter referred to as "Contractor", for the consideration hereinafter stated, hereby agree as follows:

1. Contractor shall perform everything required to be performed, shall provide and furnish all of the labor, equipment, materials, and tools to perform, within sixty (60) consecutive calendar days after the NOTICE TO PROCEED, the following work: "Schoolhouse Tank Project – PHASE 2: New West Tank" in strict accordance with the Plans, Contract Documents and Specifications pertaining thereto and signed by the District Engineer of Montara Water and Sanitary District, which Plans, Contract Documents and Specifications are incorporated herein and made a part of this Agreement as if herein fully set forth.

2. District shall pay to Contractor, as full consideration for the faithful performance by Contractor of the aforementioned work, the amount of Five Hundred Eight Thousand DOLLARS (\$508,000) computed in accordance with Contractor's accepted proposal dated May 31, 2013, which accepted proposal is incorporated herein by reference thereto as if herein fully set forth.

3. All of the work to be done shall be done under the direction and supervision of, and to the approval of, District or its authorized representative, and the work shall be done in the best workmanlike manner, conforming strictly to the provisions of the Plans, Contract Documents and Specifications therefor.

4. (a) Contractor shall comply with all applicable provisions of Sections 1810 to 1815, inclusive, of the California Labor Code, relating to working hours. Contractor shall, as a penalty to District, forfeit Twenty-Five Dollars (\$25.00) for each worker employed in the execution of the contract by Contractor or by any subcontractor for each calendar day during which such worker is required or permitted to work more than 8 hours in any one calendar day and 40 hours in any one

calendar week, unless such worker receives compensation for all hours worked in excess of 8 hours at not less than 1½ times the basic rate of pay.

(b) Pursuant to the provision of California Labor Code, Sections 1770 et seq., Contractor and any subcontractor under him shall pay not less than the prevailing rate of per diem wages as determined by the Director of the California Department of Industrial Relations. Pursuant to the provisions of California Labor Code Section 1773.2, Contractor is hereby advised that copies of the prevailing rate of per diem wages and a general prevailing rate for holidays, Saturdays and Sundays and overtime work in the locality in which the work is to be performed for each craft, classification, or type of worker required to execute the contract, are on file in the administrative offices of District, which copies shall be made available to any interested party on request. Contractor shall post a copy of said prevailing rate of per diem wages at each job site.

(c) As required by Section, 1773.8 of the California Labor Code, Contractor shall pay travel and subsistence payments to each worker needed to execute the work, as such travel and subsistence payments are defined in the applicable collective bargaining agreements filed in accordance with this Section.

(d) To establish, such travel and subsistence payments, the representative of any craft, classification, or type of workman needed to execute the contracts shall file with the Department of Industrial Relations fully executed copies of collective bargaining agreements for the particular craft, classification or type of work involved. Such agreements shall be filed within 10 days after their execution and thereafter shall establish such travel and subsistence payments whenever filed 30 days prior to the call for bids.

(e) Contractor shall comply with the provisions of Section 1775 of the California Labor Code and shall, as a penalty to District, forfeit Twenty-Five Dollars (\$25.00) for each calendar day, or portion thereof, for each worker paid less than the prevailing rate of per diem wages for each craft, classification, or type of worker needed to execute the contract.

1. As required under the provisions of Section 1776 of the California Labor Code, Contractor and each subcontractor shall keep an accurate payroll record, showing the name address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by him or her in connection with the public work. Said payroll shall be certified and shall be available for inspection at all reasonable hours at the principal office of Contractor on the following basis:

(1) A certified copy of an employee's payroll record shall be made available for inspection or furnished to the employee or his or her authorized representative on request.

(2) A certified copy of all payroll records enumerated in Paragraph 4 (f), herein, shall be made available for inspection or furnished upon request to District, the Division of Labor Standards Enforcement, and the Division of Apprenticeship Standards of the Department of Industrial Relations.

(3) A certified copy of all payroll records enumerated in Paragraph 4 (f), herein, shall be made available upon request by the public for inspection or copies thereof made; provided, however, that a request by the public shall be made through either District, the Division of Apprenticeship Standards, or the Division of Labor Standards Enforcement. If the requested payroll records have not been provided pursuant to subparagraph 4 (f) (2) herein, the requesting party shall, prior to being provided the records, reimburse the costs of preparation by Contractor, subcontractors, and the entity through which the request was made. The public shall not be given access to the records at the principal offices of Contractor.

Contractor and each subcontractor shall file a certified copy of the records, enumerated in Paragraph 4 (f) with the entity that requested the records within 10 days after receipt of a written request. Any copy of records made available for inspection and copies furnished upon request to the public or District, the Division of Apprenticeship Standards, or the Division of Labor Standards Enforcement shall be marked or obliterated in such a manner as to prevent disclosure of an individual's

name, address, and social security number. The name and address of Contractor awarded the contract or performing the contract shall not be marked or obliterated. Contractor shall inform District of the location of the records enumerated under Paragraph 4 (f), including the street address, city and county, and shall, within 5 working days, provide a notice of change of location and address. In the event of noncompliance with the requirements of Paragraph 4 (f), Contractor shall have 10 days in which to comply subsequent to receipt of written notice specifying in what respects Contractor must comply with said paragraph. Should noncompliance still be evident after the 10-day, period, Contractor shall, as a penalty to the state or District, forfeit Twenty-Five Dollars (\$25.00) for each calendar day, or portion thereof, for each worker, until strict compliance is effectuated. Upon the request of the Division of Apprenticeship Standards or the Division of Labor Standards Enforcement, these penalties shall be withheld from progress payments then due. Responsibility for compliance with Paragraph 4 (f) lies with Contractor.

(g) Contractor and any subcontractors shall, when they employ any person in any apprenticeable craft or trade, apply to the joint apprenticeship committee administering the apprenticeship standards of the craft or trade in the area of the construction site for a certificate approving Contractor or subcontractor under the apprenticeship standards for the employment and training of apprentices in the area or industry affected; and shall comply with all other requirements of Section 1777.5 of the California Labor Code. The responsibility of compliance with California Labor Code Section 1777.5 during the performance of this contract rests with Contractor. Pursuant to California Labor Code Section 1777.7, in the event Contractor willfully fails to comply with the provisions of California Labor Code Section 1717.5, Contractor shall be denied the right to bid on any public works contract for one year from the date noncompliance is determined and be assessed civil penalties.

(h) In accordance with the provisions of Article 5, Chapter 1, Part 7, Division 2 (commencing with Section 1860), and Chapter 4, Part 1, Division 4 (commencing with Section 3700) of the California Labor Code, Contractor is required to secure the payment of compensation to his employees and for that purpose obtain and keep in effect adequate Worker's Compensation insurance. If

Contractor, in the sole discretion of District satisfies District of the responsibility and capacity under the applicable Workers' Compensation laws, if any, to act as self-insurer, he may so act, and in such case, the insurance required by this paragraph need not be provided.

Contractor is advised of the provisions or Section 3100 of the California Labor Code, which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and shall comply with such provisions before commencing the performance of the work of this contract.

Before the agreement between District and Contractor is entered into, Contractor shall submit written evidence that it and any subcontractors have obtained for the period of the contract full Workers' Compensation insurance coverage for all persons whom they employ or may employ in carrying out the work under this contract. This insurance shall be in accordance with the requirements of the most current and applicable state Workers' Compensation insurance laws. In accordance with the provisions of Section 1861 of the California Labor Code, the Contractor in signing this agreement certifies to District as true the following statement:

"I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of the work of this contract."

(I) In accordance with the provisions of Section 1727 of the California Labor Code, District, before making payment to Contractor of money due under a contract for public works, shall withhold and retain therefrom all amounts which have been forfeited pursuant to any stipulation in the contract, and the terms of Chapter 1, Part 7, Division 2 of the California Labor Code (commencing with Section 1720). But no sum shall be withheld, retained or forfeited, except from the final payment, without a full investigation by either the Division of Labor Law Enforcement or by District.

5. The parties hereby agree that in case all work called for under the agreement is not finished or completed on or before the time set forth in this agreement, damage will be sustained by District, and that it is and will be impracticable and extremely difficult to ascertain and determine the actual damage

which District will sustain in the event of, and by reason of such delay; it is therefore agreed Contractor will pay to District the liquidated damages described in the project specifications for each and every calendar day's delay in finishing the work in excess of the number of work days prescribed, and Contractor agrees to pay said liquidated damages as herein provided, and in case the same are not paid, agrees that District may deduct the amount thereof from any monies due or that may become due under this agreement.

It is further agreed that in case the work called for under this agreement is not completed in all its parts and requirements within the number of calendar days specified, District shall have the right to increase the number of calendar days or not, as may seem best to serve the interest of District; and if it is decided to increase the said number of calendar days, District shall further have the right to charge to Contractor, and deduct from the final payment for the work, all or any part, as District may deem proper, of the actual cost of engineering, inspection, superintendence, and other overhead expenses of District which are directly chargeable to this agreement, except that the cost of final surveys and the preparation of final estimates shall not be included in such charges to be paid by Contractor.

6. Except as otherwise may be provided herein, Contractor hereby expressly guarantees for one (1) full year from the date of the final completion of the work under this agreement and acceptance thereof by District's Sanitary Board, to repair or replace any part of the work performed hereunder which constitutes a defect resulting from the use of inferior or defective materials, equipment or workmanship. If, within said period, any repairs or replacements in connection with the work are, in the opinion of the District's Engineer, rendered necessary as the result of the use of inferior or defective materials, equipment or workmanship, Contractor agrees, upon receipt of notice from District, and without expense to District, to promptly repair or replace such material or workmanship and/or correct any and all defects therein. If Contractor, after such notice, fails to proceed promptly to comply with the terms of this guarantee, District may perform the work necessary to effectuate such correction and recover the cost thereof from Contractor or his sureties.

Any and all other special guarantees which may be applicable to definite parts of the work under this agreement shall be considered as an additional guarantee and shall not reduce or limit the guarantee as provided by Contractor pursuant to this paragraph during the first year of the life of such guarantee.

7. Contractor hereby agrees to indemnify and save harmless District, its Sanitary Board, officers, agents, employees and consultants of and from any and all claims, suits or actions of every name, kind and description, which may be brought against District, its Sanitary Board, officers, agents, employees and consultants by reason of any injury to or death of any person or damage suffered or sustained by any person or corporation, caused by, or alleged to have been caused by, any act or omission to act, negligent or otherwise, of Contractor, its officers, agents or employees in the performance of any work required of Contractor by this agreement.

The duty of Contractor to indemnify and save harmless, as set forth herein, shall include a duty to defend as set forth in Section 2778 of the California Civil Code; provided, however, that nothing herein shall be construed to require Contractor to indemnify District, its Sanitary Board, officers, agents, employees and consultants against any responsibility or liability in contravention of Section 2782 of the California Civil Code.

8. Contractor, at its sole cost and expense, shall acquire and maintain in full force and effect throughout the term of this agreement Workers' Compensation, employer's liability, comprehensive general liability, and owned, non-owned and hired automobile liability insurance coverage relating to Contractor's work to be performed hereunder covering District's risks in form subject to the approval of District's Counsel. The Contractor shall not allow any subcontractor to commence work on its subcontract until all similar insurance required of the Contractor has been obtained. The minimum amounts of coverage corresponding to the aforesaid categories of insurance per insurable event shall be as follows:

<u>Insurance Category</u>	<u>Minimum Limits</u>
Workers' Compensation:	Statutory minimum, with limits not less than \$1,000,000
Employer's Liability:	\$1,000,000 per accident for bodily injury or disease

Comprehensive General Liability:	\$1,000,000 per occurrence and \$2,000,000 in aggregate for bodily injury and property damage
Automobile Liability	\$1,000,000 per accident for bodily injury and property damage (coverage required to the extent applicable to Contractor's vehicle usage in performing work hereunder)

Any deductibles or self-insured retention must be declared to, and approved by, District. In the event District does not approve a deductible amount, at the option of District, either Contractor's insurer shall reduce or eliminate the deductibles or self-insured retention with respect to District, its Sanitary Board, officers, employees, agents and consultants, or Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Concurrently with the execution of this Agreement, Contractor shall furnish District with certificates and copies of information or declaration pages of the insurance required hereunder and, with respect to evidence of comprehensive general liability and automobile liability insurance coverage, original endorsements:

(a) Precluding cancellation or reduction in coverage before the expiration of thirty (30) days after District shall have received written notification of cancellation or reduction in coverage by certified mail, return receipt requested;

(b) Providing that Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability (cross liability endorsement);

(c) Naming District, its Sanitary Board, officers, employees, agents and consultants as additional insureds; and

(d) Providing that Contractor's insurance shall be primary insurance relating to Contractor's work hereunder with respect to District, its Sanitary Board, officers, employees, agents and consultants and further providing that any insurance or self-insurance maintained by District for itself, its Sanitary Board, officers, employees, agents and consultants shall not be excess of Contractor's insurance and shall not be contributory with it.

9. Contractor shall provide, on the execution of this agreement, a good and sufficient corporate surety bond in the penal sum of one hundred percent (100%) of amount bid, which bond shall be conditioned upon the faithful performance of all work required to be performed by Contractor under this agreement. Said bond shall be liable for any and all penalties and obligations which may be incurred by Contractor under this agreement.

10. In addition to the bond required under Paragraph 9 hereof, Contractor shall furnish a good and sufficient corporate surety bond in the penal sum of one hundred Percent (100%) of amount of bid, which bond shall conform strictly with the provisions of Chapter 7, Title 15, Part 4, Division 3, of the Civil Code of the State of California, and all amendments thereto.

11. Pursuant to California Public Contract Code Section 7100, the acceptance by Contractor of an undisputed payment made under the terms of the contract shall operate as, and shall be, a release to District, and its duly authorized agents, from all claim of and/or liability to Contractor arising by virtue of the contract related to those amounts. Contractor may specifically exclude disputed contract claims in stated amounts from the operation of the release.

12. Contractor may substitute securities for the amounts retained by District to ensure performance of the contract in accordance with the provisions of Section 4590 of the Government Code.

13. The representations made herein, including Contractor's licensing information furnished with Contractor's bid (and incorporated herein] are made under penalty of perjury. The undersigned understands that any bid not containing said licensing information, or containing any information which is subsequently proven false, shall be considered nonresponsive, and shall be rejected by District.

IN WITNESS WHEREOF, the parties hereto have executed this agreement this ____ day of _____, 2013.

MONTARA
WATER AND SANITARY DISTRICT,
A public entity of the State of California

By: _____ President,
Board of Directors

ATTEST:

Secretary, Board of Directors

Contractor:

By: _____
Signature

_____ Title

FAITHFUL PERFORMANCE BOND

KNOW ALL PEOPLE BY THESE PRESENTS: that, WHEREAS, the Montara Water and Sanitary District Board, San Mateo County, State of California, has awarded to Paso Robles Tank, Inc., hereinafter designated as the "Principal," a Contract, the terms and provisions of which Contract are incorporated herein by reference, for constructing the Schoolhouse Tank Project – PHASE 2: New West Tank, and

WHEREAS, said Principal is required under the terms of said Contract to furnish a bond for the faithful performance of said Contract;

NOW, THEREFORE, we the Principal, and Fidelity and Deposit Company of Maryland, as surety, are held and firmly bound unto the Montara Water and Sanitary District, San Mateo County, California, in the penal sum of Five Hundred Eight Thousand Dollars (\$508,000), lawful money of the United States, being one hundred percent (100%) of the Contract amount, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that if the above bounden Principal, Principal's heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and faithfully perform the covenants, conditions and agreements in the said Contract and any alterations made as therein provided, on the Principal's part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless the Montara Water and Sanitary District, its officers and agents, as therein stipulated, then this obligation shall be null and void; otherwise it shall be and remain in full force and virtue.

As a condition precedent to the satisfactory completion of the said Contract, the above obligation shall hold good for a period on one (1) year after the completion and acceptance of the said work, during which time, if the above bounden Principal, Principal's heirs, executors, administrators, successors or assigns shall fail to make full, complete and satisfactory repair and replacements or totally protect the said District from loss or damage made evident during said period of one (1) year from the date of acceptance of said work, and resulting from or caused by defective materials or faulty installation, in the prosecution of the work done, the above obligation shall be and remain in full force and virtue.

And the said Surety, for value received, hereby stipulates and agrees to waive the provisions of California Civil Code Section 2819 regarding consent to change, extension of time, alteration or addition to the terms of the Contract, or to the work to be performed thereunder, or the Specifications accompanying the same shall in any way affect its obligations on this bond; and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract, or to the work, or to the Specifications.

In the event the District, or its successors or assigns, shall be the prevailing party in an action brought upon this bond, then, in addition to the penal sum herein above

specified, we agree to pay to the said District, or its successors or assigns, a reasonable sum on account of attorney's fees in such action, which sum shall be fixed by the court.

In WITNESS WHEREOF, the above bounden parties have executed this instrument under their seals this _____ day of _____, 20____, the name and corporate seal of each corporate party being hereto affixed, and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

ATTEST:

Principal Secretary

Principal

(SEAL)

By _____

Witness as to Principal

Address

Address

Witness to Surety

Surety

Address

Address

Telephone

Attorney-in-Fact

Address

If Contractor is partnership, all partners must execute the BOND.
The signature of the Surety on this bond must be acknowledged before a Notary Public.

PAYMENT BOND

KNOW ALL PEOPLE BY THESE PRESENTS:

That we, Paso Robles Tank, Inc., as Principal, and Fidelity and Deposit Company of Maryland, organized and existing under the laws of the State of California and authorized to execute bonds and undertaking as sole surety, as Surety, are held and firmly bound unto any and all persons named in California Civil Code Section 3181, whose claim has not been paid by the Contractor, company or corporation in the aggregate total of Five Hundred Eight Thousand Dollars (\$508,528) (being 100% of the Contract amount) for payment whereof, well and truly to be made, said Principal and Surety bond themselves, their heirs, administrators, successors and assigns, jointly and severally, firmly by these presents.

The condition of the foregoing obligation is such that, whereas the above bounden Principal has entered into a Contract dated _____, 20____, with the Montara Water and Sanitary District to perform the following work, to wit: 2013 Schoolhouse Tank Project – PHASE 2: New West Tank.

NOW, THEREFORE, if the above bounden Principal or his/her subcontractors fail to pay any of the persons named in Section 3181 of the Civil Code of the State of California, or amounts due under the Unemployment Insurance Code with respect to work or labor performed under the Contract, or for any amounts required to be deducted, withheld and paid over to the Employment Development Department from the wages of employees of the Contractor or his/her subcontractor pursuant to Section 13020 of the Unemployment Insurance Code of the State of California, with respect to such work and labor, the surety will pay for the same, in the amount not exceeding the sum specified in this bond, and also, in case suit is brought upon this bond, a reasonable attorney's fee, to be fixed by the court.

This bond shall inure to the benefit of any person named in Section 3181 of the Civil Code of the State of California so as to give a right of action to them or their assignees in suit brought upon this bond.

This bond is executed and filed to comply with the provisions of the act of Legislature of the State of California as designated in Civil Code Section 3247 to 3252, inclusive, and all amendments thereto.

And the said Surety, for value received, hereby stipulates and agrees to waive the provisions of California Civil Code Section 2819 regarding consent to change, extension of time alteration, or addition to the terms of the Contract, or to the work to be performed thereunder, or the Specifications accompanying the same, shall in any way affect its obligations on this bond; and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract, or to the work, or to the Specifications.

In the event the District, or its successors or assigns, shall be the prevailing party in an action brought upon this bond, then, in addition to the penal sum hereinabove specified, we agree to pay to the said District, or its successors or assigns, a

reasonable sum on account of attorney's fees in such action, which sum shall be fixed by the court.

IN WITNESS WHEREOF, the above bounden parties have executed this instrument under their seals this _____ day of _____, 20__, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

ATTEST:

Principal Secretary

Principal

(SEAL)

By _____

Witness as to Principal

Address

Address

Witness to Surety

Surety

Address

Address

Telephone

Attorney-in-Fact

Address

If Contractor is partnership, all partners must execute the BOND.
The signature of the Surety on this bond must be acknowledged before a Notary Public.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 6, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Review and Possible Action Concerning Airport Wells Sublease With County of San Mateo

The assets acquired by the District when it purchased the water system in 2003 included a revocable permit to use three (3) well sites for access to the aquifer underlying the County of San Mateo's Half Moon Bay Airport. The District also acquired ownership of the pumps, well shafts and equipment located on the sites. In 2003 the Airport wells provided over 50% of the District's water supply and they still represent a substantial portion of the supply. The revocable permit could be terminated at the will of the County on six months' notice, which conflicted with the water source assurance requirements under the District's water system operating permit issued by the State Department of Public Health, as well as meeting security requirements for long-term financing of system improvements. With regard to the latter, loans and grants for improvements are typically conditioned on the security provided by system revenues and since the Airport wells comprised the bulk of the resources generating revenues, approval of loans and grants became difficult, if not impossible, due to the potential termination of the County's permit. Aside from those considerations, the County's revocable permit required the District to pay an extraction fee that District staff and consultants viewed as excessive and not in line with competitive pricing.

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 in the past.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 6, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

The County Board of Supervisors approved the FAA/County Lease and the District/County sublease at its meeting on June 4, 2013.

RECOMMENDATION: Adopt 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)



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: June 6, 2013

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

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

**SUBJECT: Review and Possible Action Concerning
Cancellation of Regular Scheduled Meeting July
4, 2013.**

Staff anticipates the need for the next regular scheduled meeting on July 20. However, the first regular scheduled meeting in July falls on July 4.

RECOMMENDATION:

Cancel the regular scheduled meeting July 4, 2013.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 6, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

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

SUBJECT: Managers Report

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

On May 28 a Pressure Reducing Station feeding the Chart House Zone failed. The elevated pressure in the zone resulted in 4 main leaks. The station and all leaks were repaired immediately. Approximately 20 connections were temporarily effected by main shutdowns.

Sewer Operations: The Contractor for the Sewer Improvement Project 2013 is in the process of completing the project.

Attended Meetings:

On May 23 the General Manager met with the SAM Manager, Granada Sanitary District Manager, and Half Moon Bay City representatives to discuss SAM Collections Contract Services.

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

RECOMMENDATION:

This is for Board information only.