

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

P.O. Box 370131
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Montara, CA 94037-0131
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Mission Statement: This District will manage and care for the resources with which it is entrusted in an open and ethical manner with active public involvement; provide through local control, reliable, high-quality water, wastewater and solid waste services for the people of Montara and Moss Beach at an equitable price; and ensure the fiscal and environmental vitality of the district for current and future generations

AGENDA

Regular Meeting

District Board of Directors

8888 Cabrillo Highway
Montara, California 94037

April 2, 2015 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 March 5 and March 19, 2015.
2. Approve Financial Statements for February 2015.
3. Approve Warrants for April 1, 2015.
4. SAM Flow Report for February 2015
5. Monthly Review of Current Investment Portfolio.
6. Connection Permit Applications Received.
7. Monthly Water Production Report for February 2015.

8. Rain Report.
9. Solar Energy Report

OLD BUSINESS NEW BUSINESS

1. Review and Possible Action Concerning Possible Leak Adjustment for 148 Marine Blvd.
2. Review and Possible Action Concerning Possible Leak Adjustment for 360 14th Street
3. Review and Possible Action Concerning Facility Mapping Updates for Water and Sewer System GIS Maps.
4. Review of Sewer Authority Mid-Coastside Budgets

REPORTS

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

FUTURE AGENDAS ADJOURNMENT

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 MEETING
March 5, 2015

MINUTES

REGULAR SESSION BEGAN AT 7:45 p.m.

CALL TO ORDER

ROLL CALL

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

Directors Absent: None

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

Others Present: District Counsel, David Schricker
District Water Engineer, Tanya Yurovsky

PRESIDENT'S STATEMENT – President Boyd reported the new Alta Vista Tank is well underway and complimented the District Water Engineer and General Manager on getting this project off the ground.

Director Slater-Carter reported the County of San Mateo is concerned on the cost of housing. On March 17th, there will be a hearing regarding this issue.

Director Slater-Carter further reported the County is looking at a plan for improving HWY 1. The information regarding this issue is available on the MCC website. If you are concerned, have questions or comments, please send them to the decision makers and show them your interest.

ORAL COMMENTS - None

PUBLIC HEARING – None

CONSENT AGENDA –

1. Approve Minutes for January 15, 2015.
2. Approve Financial Statements for December 2014.

3. Approve Warrants for February 1, 2015.
4. SAM Flow Report for November 2014
5. Monthly Review of Current Investment Portfolio.
6. Connection Permit Applications Received.
7. Monthly Water Production Report for December 2014.
8. Rain Report.
9. Solar Energy Report.

General Manager Heldmaier pointed out that there are production numbers for Pillar Ridge included for the first time in the Consent Agenda.

Director Slater-Carter moved to approve the Consent Agenda. Director Wilson seconded the motion.

All Directors were in favor and the motion passed 5 – 0.

OLD BUSINESS –

1. Review and Possible Action Concerning Adoption of Strategic Plan.

General Manager Heldmaier reported At the February 19th meeting, the Board went through a thorough review of the Draft Strategic Plan. All suggested changes, including a revised Mission Statement have been incorporated into the document that is before the Board tonight.

Staff would like to add one additional change to the existing work plan:
6.2.3. Assess field staff levels to improve system reliability in conjunction with sewer collection system maintenance agreement.

The Board suggested alto to establish a Strategic Plan Oversight Committee at this meeting.

Director Slater-Carter suggested photos of the voting results from the Community meeting added to the Strategic Plan.

Director Wilson moved to Adopt the MWSD Strategic Plan, including the suggested change to incorporate 6.2.3, and establish an Oversight Committee. Director Slater-Carter seconded the motion.

Director Slater-Carter noted this was an exemplary piece of work. And thanks Mr. Raush, the General Manager, staff and the community for all their help in the process. This is a very good job description for the District.

Director Boyd reported there was a lot of hard work that went into this plan. As you look through the document it is very clear that the community had much to do with the plan. The community has a lot to do with helping to shape the future of the District.

Director Slater-Carter and Director Wilson have requested to be placed on the Oversight Committee for the Strategic Plan. All Directors are in agreement.

All Directors were in favor and the motion passed unanimously 5 – 0.

NEW BUSINESS –

1. Review and Possible Action Concerning Draft 2015 Water Rate Study.

General Manager Heldmaier reported after the adoption of reserve policies in 2013 the Board authorized Bartle Wells to prepare a water rate study that includes the consideration of the new reserve policy and makes recommendations to increase the District's water reserves over time.

Bartle Wells presented a draft rate study, after the rate committee reviewed and discussed the study with interested citizens, at the June 18, 2013 meeting. However, the budget was adopted before the completion of the rate study.

Now the District's financial situation has changed significantly. Better forecast for the increase in water connections can be made. The centralized airport treatment plant will not be built with potential savings in the million dollar range.

Bartle Wells has prepared a draft rate study for the Board's review and will present the details of their work.

The rate study is planned to be finalized at the March 19 meeting in conjunction with an employee compensation review.

Alex Handlers from Bartle Wells gave a brief presentation and answered questions regarding the draft water rate study.

There was a discussion regarding the existing tier structure. The Rate Committee was encouraged to meet soon and discuss a possible restructure. Mr. Handlers will get together with the Rate Committee and discuss the possibilities of future adjustments.

Bill Kehoe, a resident of Moss Beach supports the need for having the rate committee discuss a restructure on the tiers. Mr. Kehoe understands this will be a very difficult process, but would like to help go through some modeling of different formulas and find an easier way to convey the reasoning of why our rate structure is structured as is.

Carlisle Young, a Moss Beach resident questioned where the Bond fee was located on her property tax bill. General Manager Heldmaier will assist Ms. Young locate this fee on her tax roll bill.

Director Slater-Carter posed the question if the District had a 3% rate increase, would this give us the opportunity to pay down some of the District loans sooner?

The General Manager will look into this question.

Director Slater-Carter encouraged residents to voice their opinions on this subject.

Director Wilson suggests to have the rate committee look into this question.

2. Review and Possible Action Concerning Possible Leak Adjustment for 775 Lancaster St., Moss Beach.

General Manager Heldmaier reported the District received a request to consider an adjustment to the water bill and sewer service charge for 775 Lancaster due to a leak. Usage records show regular water usage on a five year average for January at 7 HCF and March at 7 HCF. The total excessive usage was 56 HCF. The District offered assistance to determine the source of the water usage on the property and was able to determine that a leak in the service line was at fault for the high usage. Leak was fixed and high usage ended on January 15, 2014.

The General Manager recommends reviewing, discuss and direct staff regarding possible adjustments to the wet weather consumption used to calculate the sewer service charge and possible refunds to water bills.

Director Boyd would like to see more records for this adjustment. Repair bills, receipts, work orders and any kind of staff involvement.

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

General Manager Heldmaier reported The California Special Districts Association (CSDA) is conducting a call for nominations for Seat A for the 2016-2018 term. Our district is part of Region 3 which includes the greater Bay Area (from Mendocino to Monterey counties). A board member is expected to attend all Board meetings, usually eight per year, but is reimbursed for travel by CSDA. Any independent special district with current membership in CSDA is eligible to designate one person, such as a board member or managerial employee, for election as a director of CSDA. A copy of the District's resolution or minute action must accompany the nomination form. The deadline for receiving nominations is May 22, 2015.

CSDA will mail ballots on June 5. The ballots must be received by CSDA on August 7, 2015 and successful candidates will be notified before August 10.

In the past Director Slater-Carter has expressed interest in serving on the CSDA Board, therefore staff prepared an according resolution.

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

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

All Directors were in favor and the motion passed 5 – 0.

REPORTS

1. **Sewer Authority Mid-Coastside Meetings – Director Harvey** reported

- At the last meeting on February 23rd, General Manager Hopkins gave notice due to family health reasons. The Board very sadly accepted his resignation.

The plan is to have Tony Pullin come in part time and possibly hire an interim engineer until they fill the position.

- The Recycle Ad Hoc Committee met and in conjunction with that the Board gave authorization to the General Manager not to exceed \$10,000 in legal and other services to draft documents and agreements related to the SAM Recycled Water Project.
- Another Ad Hoc Committee was formed to discuss the SAM parcel which includes the Kehoe water course. Some neighbors are concerned about this and since SAM owns the parcel, the SAM Board believes the City of HMB should share the plans they have drawn up with SAM before they suggest any of them to the Kehoe neighbors.

2. **MidCoast Community Council Meeting (Slater-Carter)** – Director Slater-Carter reported the San Mateo Counties Hwy One meeting will be at Cypress Meadows on March 11th at 7:p.m. Director Slater-Carter is recommending residents go and voice their concerns and suggestions.

3. **CSDA Report (Slater-Carter)** – None

4. **CCWD, NCCWD Committee Report** – General Manager Heldmaier reported they were waiting for a response from CCWD on a meeting date. General Manager Heldmaier suggested the Committee Members follow up with a request letter for a meeting date.

5. **Attorney's Report (Schricker)** – None

6. **Directors Report** – Director Slater-Carter reported she had been talking to a small golf course owner across the bay and he had explained he would have to be closing because of the water situation and not being able to purchase water. Director Slater-Carter reinforces the necessity for recycled water.

Director Slater-Carter further reported she had been talking to a farmer and they had been told they would be getting ZERO federal or state water. Now they are getting 20% of their normal amounts of water.

Director Slater-Carter reminded the public of the importance of water conservation and how it is affecting many other communities.

Director Harvey reported the residents in the Monterey area have been warned. Things will get very difficult for the residents in that area.

- 7. General Manager's Report (Heldmaier)** – General Manager Heldmaier - reported we finally have a drill rig secured for the exploratory bore holes and the rig will be on site by the end of next week.

The Portola 3 well rehab was successful and the Portola 4 well rehab is scheduled to start in two weeks.

FUTURE AGENDAS-

REGULAR MEETING ENDED at 9:42 P.M.

Respectfully Submitted,

Signed _____
Secretary

Approved on the 2nd April, 2015

Signed _____
President



MONTARA WATER & SANITARY
DISTRICT

BOARD OF DIRECTORS MEETING
March 19, 2015

MINUTES

REGULAR SESSION BEGAN AT 7:40 p.m.

CALL TO ORDER

ROLL CALL

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

Directors Absent: None

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

Others Present: District Financial Advisor, Alex Handlers

PRESIDENT'S STATEMENT –

ORAL COMMENTS - General Manager Heldmaier reported the online bill pay system we have been working on for some time is now live. Go to our website to the link on the home page and that will give you directions on how to use the new system.

Additionally, General Manager Heldmaier reported the drilling on site A will start tomorrow. He is asking for patience from the community regarding the noise and their flexibility regarding the dates of the work.

Director Slater-Carter reported she had attended two County meetings this week. One was at the Board of Supervisors in which they discussed affordable housing in San Mateo County. The County is trying to figure out how to encourage 2nd units. State law was passed years ago mandating that there were to be no hearings if someone wanted to add a second unit to their house in residential areas. The Board of Supervisors are trying to figure out how to legalize 2nd units that were put in without the proper permits and making them safe and up to code. They are trying to find ways to accommodate the working and senior population here on the coast.

Secondly, the County is looking into ways to encourage smaller housing. Director Slater-Carter brought up the problem of the need for more water supply with more housing.

Director Slater-Carter also attended a LAFCO meeting in which the San Francisco Bay Area State of the Region Economy Population and Housing Report for 2015 was discussed. Director Slater-Carter requested this document be available on the MWSD website for the community to review.

Director Boyd noted if the County is trying to true up the situation with 2nd units, we will want to be part of the process. We need to be proactive and speak out of what our regulations are and we will also need to represent what the needs of our residents are. General Manager Heldmaier is in touch with the County and reports the Board will be part of this process.

PUBLIC HEARING – None

OLD BUSINESS –

1. Review and Possible Action Concerning 2015 Water Rate Study.

General Manager Heldmaier reported after the adoption of reserve policies in 2013 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.

At the March 5, 2015 meeting a draft study was presented that suggested a modest 2% rate increase. The board referred the study to the rate committee to consider changes to the rate study. Bill Kehoe has repeatedly stated interest in the rate setting process and was invited to participate in the ad hoc committee meeting. The committee met on March 17, 2015 and directed staff to present three scenarios with rate increases of 2%, 2.5%, 3% and new connections sold at 20, 15 and 10.

Alex Handlers with Bartle Wells gave a brief summary of the study:

- Background of the Study
- Financial Projections
- Rate Scenarios
 1. 2% Annual Rate Increases, 20 New Water Connections
 2. 2.5% Annual Rate Increases, 15 New Water Connections
 3. 3% Annual Rate Increases, 10 New Water Connections
- Water Rate Structure

- Conclusion:
 1. Water enterprise's financial outlook has significantly improved from two years ago.
 2. Water Fund reserves are on the low side, but are projected to increase to healthier levels in upcoming years.
 3. Any water rate increases would need to be adopted via the Prop. 218 process.

Mr. Handlers noted the PFP charges had not been brought up to date with the last rate increase and explained this was part of the plan and is mentioned on the Prop 218 notice. Director Wilson noted it was our error for not charging them and suggested we focus on the residential use rate increase only.

Director Huber requests to have an additional line on page 2 of the prop 218 notice on the proposed rate increase table that states **not to exceed** the adopted amount that will be approved this evening.

Director Wilson recommends 3% every year over the next 4 years which would provide flexibility for the unanticipated challenges ahead.

Director Slater-Carter thanked the Bartle Wells team for the very impressive work on the Study.

Director Wilson moved to adopt the rate study of 3% increase for the next 4 years and authorize the General Manager to send an according prop 218 notice with minor changes requested by Director Huber to property owners in the District. Director Slater-Carter seconded the motion.

All Directors were in favor and the motion carried 5 – 0.

Mr. Handlers requested clarity on the PFP increase. His understanding is this fee will be raised 3% along with the residential use rate only. The Board confirmed this.

Mr. Handlers requested clarity on the way the Prop 218 will present the rate increase. The Board confirmed the way the Draft 218 notice in the packet was drawn up was appropriate with the correct rate increase percentage.

NEW BUSINESS – None

REPORTS

1. **Sewer Authority Mid-Coastside Meetings – Director Harvey** reported last Monday, the Board had a budget meeting. Rob Hopkins did a super job and by far this was the best presentation the Board had seen on

the budget. The Board will take another look at the budget and will be sending out to the member agencies soon for approval.

The Board is considering plans to replace the General Manager when he leaves at the end of the month.

2. **MidCoast Community Council Meeting (Slater-Carter)** – Director Slater-Carter reported the County held a study session for the community on traffic concerns for HWY 1. This can be viewed on the MCC site. The recommendation was to add traffic lights to HWY 1. If you have other opinions, please get your concerns and suggestions into the County. This can be done through a link on the MCC site.
3. **CSDA Report (Slater-Carter)** – None
4. **CCWD, NCCWD Committee Report** – Director Huber reported he had talked with Ken Coverdell regarding setting up a meeting. They have been really busy and will be more available for a meeting in a month.
5. **Attorney’s Report (Schricker)** – None
6. **Directors Report** – None
7. **General Manager’s Report (Heldmaier)** – None

FUTURE AGENDAS- Following what the County is doing with 2nd units.

REGULAR MEETING ENDED at 8:30 P.M.

Respectfully Submitted,

Signed _____
Secretary

Approved on the 2nd April, 2015

Signed _____
President

MONTARA WATER AND SANITARY DISTRICT



**Unaudited Financial Statements for
February
2015**



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: April 2, 2015

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

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

Budget vs. Actual – Sewer July through February, 2015 Variances over \$2,000:

- 4460 Remodel Fees, \$4,809 above Budget – An additional two (2) permits issued in February.
- 4610 Property Tax Receipts, \$27,207 below Budget –Property tax receipts are budgeted on a smoothed twelve month basis. Budgeted variance will be eliminated as the fiscal year progresses. Also, the District's ERAF distribution of \$210,361 was allocated 100% to the Water fund to help offset the cost of the Alta Vista Tank project.
- 4710 Sewer Service Charges, \$274,734 below Budget – Sewer service charges are budgeted on a smoothed twelve month basis. Budgeted variance will be eliminated as the fiscal year progresses Additional Sewer Service charges expected later in the fiscal year to make up shortfall.
- 4760, Waste Collection Revenues, \$2,697 above Budget – Every other month true up payments have been larger than anticipated.
- **Overall Total Operating Income for the period ending February 28, 2015 was \$292,415 below budget.**
- 5400 Legal, \$11,155 below Budget – Less billing than expected to date.
- 5550, Postage, \$2,003 below Budget – Lower costs than anticipated.
- 5610 Accounting, \$5,898 below Budget – Less billing than expected to date.
- 5640 Data Services, \$2,128 above Budget – Bill paid to Engineering Data Services for Fiscal year 2014-2015 sewer service charges update to San Mateo County. As months progress the variance will be eliminated.
- 5710, San Mateo Co. Tax Roll Charges, \$2,000 below Budget – No activity to date. Charges are deducted from remittances, reconciliation to be performed in the future.
- 5800, Labor, \$2,431 below Budget – Employee benefits line item has been reduced with less devoted staff.
- 6170 Claims, Property Damage, \$5,850 below Budget – Minimal claims to date.
- 6200 Engineering, \$23,436 above Budget – General Engineering costs unable to be capitalized.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: April 2, 2015

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 6400 Pumping, \$5,972 below Budget – Timing difference. Seven (7) months of activity currently booked at this time. Year-end accrual makes up difference.
- 6660 Maintenance, Collection System, \$13,336 below Budget – No activity to date.
- 6940 SAM Maintenance, Collection System, \$2,205 below Budget – The District has not received any bills for Lift Station repairs since November 2014.
- 6950 SAM Maintenance, Pumping, \$33,336 below Budget – No activity to date.
- **Overall Total Operating Expenses for the period ending February 28, 2015 were \$39,973 below Budget.**
- **Total overall Expenses for the period ending February 28, 2015 were \$56,865 below budget. For a net ordinary income of (\$235,550), budgeted vs. actual. Actual net ordinary income is \$386,754.**
- 7100 Connection Fees, \$20,292 below Budget – A total of 8 (8) connections have been issued. Six (6) for new construction and two (2) for Remodels. **One (1) new connection issued in February.**
- 7700 Interest, Employee Loans, \$13,185 below Budget – Account is budgeted on the cash basis, and includes Principal & Interest payments, therefore leaving the Principal portion as the variance. Principal portion is reflected on the balance sheet by reducing the receivable.
- 8075 Sewer, \$147,391 above Budget – Two large bills were paid in February for the Sewer Capital program for Spot repairs, and pump station control panel upgrades.
- 9125 PNC Equipment Lease Interest, \$22,872 below Budget – Account is budgeted on the cash basis, and includes Principal & Interest payments, therefore leaving the Principal portion as the variance. Principal portion is reflected on the balance sheet by reducing the liability.
- 9175 Capital Assessment - SAM, \$18,240 above Budget – Treatment Capital payments of \$5,280 paid each month. Payments had initially been categorized in the Capital Program. However, per review of the Sewer Authority Mid-Coastside JPA. These costs are not to be capitalized by the District.
- 9200 I-Bank Loan, \$25,755 below Budget – Account is budgeted on the cash basis, and includes Principal & Interest payments, therefore leaving the Principal portion as the variance. Principal portion is reflected on the balance sheet by reducing the liability.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: April 2, 2015

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- **Budget vs. Actual – Water July through February, 2015 Variances over \$2,000:**
- 4610 Property Tax Receipts, \$183,024 above Budget – Additional ERAF revenue collected has been allocated 100% to the Water Fund.
- 4740 Testing, Backflow, \$2,408 below Budget – Less expenditures than anticipated.
- 4810 Water Sales Domestic, \$108,075 below Budget – The Pillar Ridge water system operations began half way through the District's fiscal year. The budget was prepared in the belief that activities would begin at the beginning of the fiscal year.
- 4850 Water Sales Refunds, Customer, \$3,955 below Budget – Minimal activity to date.
- **Overall Total Operating Income for the period ending February 28, 2015 was \$78,885 above budget.**
- 5190 Bank Fees, \$2,934 below Budget – Lower fees than anticipated.
- 5240 CDPH Fees, \$2,098 above Budget – No additional charges expected for the fiscal year.
- 5400 Legal, \$13,073 below Budget – Less billing than expected to date.
- 5530 Memberships, \$4,630 above Budget – Membership expenses for the fiscal year have now been paid, as the fiscal year progresses the budget variance will decrease.
- 5610 Accounting, \$5,898 below Budget – Less billing than expected to date.
- 5630 Consulting, \$2,098 below Budget – Less billing than expected to date.
- 5690 Other Professional Services, \$18,543 above Budget – Majority of costs are associated with the Coastside County Water District/San Vicente Project which are not be capitalized.
- 5800 Labor, \$54,120 below Budget – The District's Water Utility is currently operating short staffed.
- 6170 Claims, Property Damage, \$6,664 below Budget – No claims to date.
- 6185 SCADA Maintenance. \$10,183 below Budget – Lower costs than anticipated to date.
- 6200 Engineering, \$11,945 below Budget – Expenses which cannot be capitalized are lower than anticipated. The majority of engineering costs are to be capitalized at fiscal year-end.
- 6320 Equipment & Tools, Expensed, \$6,712 below Budget – less purchases than anticipated.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: April 2, 2015

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 6380 Meter Reading, \$6,664 below Budget – No activity to date.
- 6400 Pumping, \$7,937 above Budget – PG&E invoice paid in the amount of \$34,956 which puts the actual costs in excess of the Budgeted amount.
- 6500 Supply, \$26,507 below Budget – Water purchases line item is significantly lower than expected.
- 6600 Collection/Transmission, \$30,988 below Budget – Lower maintenance costs to date than anticipated.
- 6700 Treatment, \$5,664 above Budget – Chemical & Filtering expenses are larger than anticipated.
- 6800 Vehicles, \$4,402 below Budget – Lower costs to date than anticipated in all categories; fuel, equipment and repairs.
- **Overall Total Operating Expenses for the period ending February 28, 2015 were \$87,646 below Budget.**
- **Total overall Expenses for the period ending February 28, 2015 were \$137,689 below budget. For a net ordinary income of \$216,573, budgeted vs. actual. Actual net ordinary income is \$731,214.**
- 7100 Connection Fees, \$8,068 above Budget – More Water Connections have been issued to customers than anticipated. A total of nine (9) connections have been issued. Seven (7) for new construction. Two (2) for PFP new construction. **No new connections issued in February.**
- 7600 Bond Revenues, G.O. \$85,864 below Budget – GO bond revenues received from the County in December. Additional revenue anticipated to pay for G.O. Bond debt service payment.
- 8100 Water CIP, \$1,347,840 below Budget – Budget is split evenly for twelve months. Large expenses anticipated with the progression of the Alta Vista Tank Project.
- 9075 PFP Connection Expenses, \$13,027 above Budget – PFP connection expenses have been incurred in regards to various properties.
- 9100 Interest Expense G.O. Bonds, \$815,134 below Budget - Budget includes Principal & Interest payments, therefore leaving the Principal portion as the variance.
- 9125 PNC Equipment Lease Interest, \$22,872 below Budget - Account is budgeted on the cash basis, and includes Principal & Interest payments, therefore leaving the Principal portion as the variance. Principal portion is reflected on the balance sheet by reducing the liability.
- 9150 SRF Loan, \$68,064 below Budget – No re-payment activity to date.

RECOMMENDATION:

This is for Board information only

Montara Water & Sanitary District
Funds Balance Sheet
 As of February 28, 2015

	Sewer	Water	TOTAL
ASSETS			
Current Assets			
Checking/Savings			
Sewer - Bank Accounts			
Wells Fargo Operating - Sewer	822,192.86	0.00	822,192.86
LAIF Investment Fund			
Capital Reserve	4,286,604.16	0.00	4,286,604.16
Connection Fees Reserve	228,488.00	0.00	228,488.00
Operating Reserve	255,195.00	0.00	255,195.00
Total LAIF Investment Fund	4,770,287.16	0.00	4,770,287.16
Total Sewer - Bank Accounts	5,592,480.02	0.00	5,592,480.02
Water - Bank Accounts			
Wells Fargo Operating - Water	0.00	428,930.19	428,930.19
Capital Reserve	0.00	398,249.00	398,249.00
Operating Reserve	0.00	224,763.00	224,763.00
Restricted Cash			
Acq & Improv Fund	0.00	436.13	436.13
Connection Fees Reserve	0.00	122,488.00	122,488.00
Cost of Issuance	0.00	122.94	122.94
GO Bonds Fund	0.00	767,826.40	767,826.40
Total Restricted Cash	0.00	890,873.47	890,873.47
Total Water - Bank Accounts	0.00	1,942,815.66	1,942,815.66
Total Checking/Savings	5,592,480.02	1,942,815.66	7,535,295.68
Accounts Receivable			
Sewer - Accounts Receivable			
Accounts Receivable	-3,469.26	0.00	-3,469.26
Total Sewer - Accounts Receivable	-3,469.26	0.00	-3,469.26
Water - Accounts Receivable			
Accounts Receivable	0.00	-3,832.26	-3,832.26
Accounts Rec. - Backflow	0.00	8,505.51	8,505.51
Accounts Rec. - Water Residents	0.00	103,679.41	103,679.41
Unbilled Water Receivables	0.00	208,205.63	208,205.63
Total Water - Accounts Receivable	0.00	316,558.29	316,558.29
Total Accounts Receivable	-3,469.26	316,558.29	313,089.03
Other Current Assets			
Maint/Parts Inventory	0.00	42,656.32	42,656.32
Total Other Current Assets	0.00	42,656.32	42,656.32
Total Current Assets	5,589,010.76	2,302,030.27	7,891,041.03
Fixed Assets			
Sewer - Fixed Assets			
General Plant	1,092,847.84	0.00	1,092,847.84
Land	5,000.00	0.00	5,000.00
Other Capital Improv.			
Sewer-Original Cost	685,599.18	0.00	685,599.18
Other Cap. Improv.	2,564,810.39	0.00	2,564,810.39
Total Other Capital Improv.	3,250,409.57	0.00	3,250,409.57
Seal Cove Collection System	995,505.00	0.00	995,505.00
Sewage Collection Facility			
Collection Facility - Org. Cost	1,349,064.00	0.00	1,349,064.00
Collection Facility - Other	3,991,243.33	0.00	3,991,243.33
Total Sewage Collection Facility	5,340,307.33	0.00	5,340,307.33

Montara Water & Sanitary District
Funds Balance Sheet
As of February 28, 2015

Treatment Facility	244,539.84	0.00	244,539.84
Accumulated Depreciation	-6,417,969.00	0.00	-6,417,969.00
Total Sewer - Fixed Assets	4,510,640.58	0.00	4,510,640.58
Water - Fixed Assets			
General Plant	0.00	21,984,938.43	21,984,938.43
Land & Easements	0.00	734,500.00	734,500.00
Surface Water Rights	0.00	300,000.00	300,000.00
Water Meters	0.00	1,058,985.00	1,058,985.00
Fixed Assets - Other	0.00	48,171.78	48,171.78
Accumulated Depreciation	0.00	-7,179,767.00	-7,179,767.00
Total Water - Fixed Assets	0.00	16,946,828.21	16,946,828.21
Total Fixed Assets	4,510,640.58	16,946,828.21	21,457,468.79
Other Assets			
Sewer - Other Assets			
Due from Water Fund	1,173,739.18	0.00	1,173,739.18
Employee Loan	100,491.67	0.00	100,491.67
Joint Power Authority			
SAM - Orig Collection Facility	981,592.00	0.00	981,592.00
SAM - Expansion	1,705,955.08	0.00	1,705,955.08
Total Joint Power Authority	2,687,547.08	0.00	2,687,547.08
Total Sewer - Other Assets	3,961,777.93	0.00	3,961,777.93
Water - Other Assets			
Bond Acquisition Cost OID	0.00	67,408.40	67,408.40
Bond Issue Cost	0.00	71,973.35	71,973.35
Total Water - Other Assets	0.00	139,381.75	139,381.75
Total Other Assets	3,961,777.93	139,381.75	4,101,159.68
TOTAL ASSETS	14,061,429.27	19,388,240.23	33,449,669.50
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
Sewer - Current Liabilities			
Interest Payable	12,268.68	0.00	12,268.68
Deposits Payable	12,104.00	0.00	12,104.00
PNC Equip. Loan - S/T	11,686.64	0.00	11,686.64
Total Sewer - Current Liabilities	36,059.32	0.00	36,059.32
Water - Current Liabilities			
Interest Payable	0.00	59,751.68	59,751.68
Accrued Interest	0.00	81,799.58	81,799.58
Deposits Payable	0.00	21,436.54	21,436.54
PFP Water Deposits	0.00	4,302.50	4,302.50
PNC Equip. Loan - S/T	0.00	11,686.65	11,686.65
Total Water - Current Liabilities	0.00	178,976.95	178,976.95
Payroll Liabilities			
Employee Benefits Payable	1,445.90	1,955.58	3,401.48
Total Payroll Liabilities	1,445.90	1,955.58	3,401.48
Total Other Current Liabilities	37,505.22	180,932.53	218,437.75
Total Current Liabilities	37,505.22	180,932.53	218,437.75

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 Accrual Basis

**Montara Water & Sanitary District
 Funds Balance Sheet
 As of February 28, 2015**

Long Term Liabilities			
Sewer - Long Term Liabilities			
Accrued Vacations	16,282.33	0.00	16,282.33
I-Bank Loan	863,787.76	0.00	863,787.76
PNC Equip. Loan - L/T	722,142.19	0.00	722,142.19
Total Sewer - Long Term Liabilities	<u>1,602,212.28</u>	<u>0.00</u>	<u>1,602,212.28</u>
Water - Long Term Liabilities			
Accrued Vacations	0.00	19,088.15	19,088.15
Deferred on Refunding	0.00	-261,800.00	-261,800.00
Due to Sewer Fund	0.00	1,173,739.18	1,173,739.18
GO Bonds - L/T	0.00	13,169,294.76	13,169,294.76
PNC Equip. Loan - L/T	0.00	722,142.21	722,142.21
SRF Loan Payable	0.00	609,552.51	609,552.51
Total Water - Long Term Liabilities	<u>0.00</u>	<u>15,432,016.81</u>	<u>15,432,016.81</u>
Total Long Term Liabilities	<u>1,602,212.28</u>	<u>15,432,016.81</u>	<u>17,034,229.09</u>
Total Liabilities	<u>1,639,717.50</u>	<u>15,612,949.34</u>	<u>17,252,666.84</u>
Equity			
Sewer - Equity Accounts			
Capital Assets Net	2,861,800.00	0.00	2,861,800.00
Fund Balance - Unrestricted	9,192,745.07	0.00	9,192,745.07
Retained Earnings	211,125.45	0.00	211,125.45
Total Sewer - Equity Accounts	<u>12,265,670.52</u>	<u>0.00</u>	<u>12,265,670.52</u>
Water - Equity Accounts			
Capital Assets Net	0.00	1,935,608.00	1,935,608.00
Restricted Debt Service	0.00	1,471,248.00	1,471,248.00
Unrestricted	0.00	-715,800.99	-715,800.99
Retained Earnings	0.00	-211,125.45	-211,125.45
Total Water - Equity Accounts	<u>0.00</u>	<u>2,479,929.56</u>	<u>2,479,929.56</u>
Equity Adjustment Account	407,585.42	932,051.65	1,339,637.07
Net Income	<u>-251,544.17</u>	<u>363,309.68</u>	<u>111,765.51</u>
Total Equity	<u>12,421,711.77</u>	<u>3,775,290.89</u>	<u>16,197,002.66</u>
TOTAL LIABILITIES & EQUITY	<u><u>14,061,429.27</u></u>	<u><u>19,388,240.23</u></u>	<u><u>33,449,669.50</u></u>

**Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2014 through June 2015**

	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul '14 - Jun 15	Budget	\$ Over Bnc
		725.00	625.00	2,950.00	1,055.00	2,212.50		1,950.00					9,517.50	31,000.00	-21.46
		300.00		300.00	1,660.00	300.00		250.00					2,810.00	3,000.00	-19
		429.56	2,226.66	386.35	1,921.93	323.99	121.84	872.86					6,283.19	9,000.00	-2,716.81
	50.00	144.17	66.00	16.00	124.99	50.00	50.00	160.10					661.26	4,000.00	-3,338.74
		273.93		177.60	308.13	248.33		9.59					1,017.58	4,000.00	-2,982.42
		2,800.00		4,750.00	3,325.00	1,577.50	1,000.00	650.00					14,102.50	30,000.00	-15,897.50
			4,450.00	5,000.00		600.00							10,050.00	13,000.00	-2,950.00
		3,517.50		1,676.25	2,206.38		241.25	921.25					8,562.63	11,500.00	-2,937.37
		5,380.62		336.42			75.00						5,792.04	5,500.00	292.04
	75.41	54.72	52.88	52.88	53.79	53.79	116.06	56.52					516.05	900.00	-383.95
			10.00					7,626.98					7,636.98		
	75.41	8,235.34	8,020.38	11,825.55	5,585.17	2,231.29	1,432.31	9,254.75					46,660.20	63,150.00	-16,489.80
	49.95	664.00	653.07	639.47	664.20	656.11	130.18	1,380.18					4,837.16	9,000.00	-4,162.84
		14.63	150.00	491.76	36.27								692.66	1,500.00	-807.34
														200.00	
	1,322.86	1,059.91	1,067.81	1,098.61	1,051.63	1,259.15	1,109.15	1,065.71					9,034.83	13,065.00	-4,030.17
	4,954.06			3,277.57	6,555.14	3,277.57		2,493.79					20,558.13	41,298.00	-20,739.87
		89.53	86.74	90.64	90.64	90.64	90.64	113.36					652.19	1,139.00	-486.81
	1,411.01	1,158.34	928.06	789.85	738.49	870.46	1,212.16	1,164.67					8,273.04	13,052.00	-4,778.96
	9,125.44	6,625.44	6,625.44	6,625.44	6,625.44	8,155.39	6,625.44	6,625.44					57,033.47	79,129.00	-22,095.53
	8,681.22	7,990.00	8,360.00	8,740.00	8,026.56	8,854.08	8,469.12	7,699.20					66,810.18	97,778.00	-30,967.82
	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00					1,200.00	1,890.00	-690.00
	764.86	153.36	119.28	153.36	221.52	647.52	289.68	749.76					3,099.34	2,382.00	717.34
	176.92	233.10		25.90		181.30	310.80						928.02		
	18,898.44	15,141.90	15,254.72	15,694.70	15,023.52	17,988.29	15,845.04	15,224.40					129,071.01	181,179.00	-52,107.99
				1,149.47			574.10						1,723.57	7,856.00	-6,132.43
	26,586.37	17,449.68	17,337.33	22,100.84	23,459.42	23,486.11	18,831.09	20,061.93					169,312.77	257,589.00	-88,276.23
	28,594.46	29,337.84	30,472.79	40,234.09	35,569.97	32,163.61	21,188.10	35,915.90					253,476.76	405,539.00	-152,062.24

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Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2014 through June 2015

	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul '14 - Jun 15	Budget	\$ Over Bnc
TOTAL															
erty Damage					814.00								814.00	10,000.00	-9,18
Training														1,000.00	-1,00
Attendance, Engineering														5,000.00	-5,00
Engineering			6,212.50	5,054.00	7,605.00	2,349.00	1,643.50	20,572.00					43,436.00	25,000.00	18,43
Engineering			6,212.50	5,054.00	7,605.00	2,349.00	1,643.50	20,572.00					43,436.00	30,000.00	13,43
Tools, Expensed														1,000.00	-1,00
Services														5,000.00	-1,98
Engineering		359.40	419.54	359.40	474.59	411.90	359.40	624.59					3,008.82	5,000.00	-1,98
Engineering		190.00	190.00	190.00	190.00	190.00	190.00	190.00					1,330.00	2,400.00	-1,07
Engineering		549.40	609.54	549.40	664.59	601.90	549.40	814.59					4,338.82	7,400.00	-3,06
Gas Fuel & Electricity														35,000.00	-17,60
Engineering		2,558.39	2,504.51	2,542.57	2,414.36	2,236.41	2,424.40	2,683.13					17,363.77	35,000.00	-17,60
Engineering		2,558.39	2,504.51	2,542.57	2,414.36	2,236.41	2,424.40	2,683.13					17,363.77	35,000.00	-17,60
Transmission														20,000.00	-20,00
Transmission														20,000.00	-20,00
Equipment, Expensed														800.00	-80
Repairs														160.00	-16
Repairs														400.00	-40
Repairs														1,360.00	-1,36
Repairs														800.00	-80
Repairs														160.00	-16
Repairs														400.00	-40
Repairs														1,360.00	-1,36
Authority Midcoastside														305,853.00	-101,94
Authority Midcoastside														624,021.00	-208,00
Authority Midcoastside														40,000.00	-15,54
Authority Midcoastside														50,000.00	-50,00
Authority Midcoastside														1,019,874.00	-375,46

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2014 through June 2015

	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul '14 - Jun 15	Budget	\$ Over Budget	%
														TOTAL		
Office													40,255.00	80,000.00	-39,745.00	
Local																
Salaries													2,810.00	3,000.00	-190.00	
Utilities													16,629.94	18,000.00	-1,370.06	
Printing													6,283.19	9,000.00	-2,716.81	
Services	50.00												3,450.60	8,000.00	-4,549.40	
Advertising													1,017.56	4,000.00	-2,982.44	
Engineering													14,102.50	30,000.00	-15,897.50	
Printing													10,050.00	13,000.00	-2,950.00	
Services													18,902.34	31,500.00	-12,597.66	
HR Support													1,893.93			
Services	375.00												3,030.00	2,250.00	780.00	
Professional Services	75.42												780.14	900.00	-119.86	
Professional Services													18,542.78			
Professional Services	450.42												67,301.69	77,650.00	-10,348.31	
Internet													6,905.84	8,000.00	-1,094.16	
Telephone													1,615.34	2,000.00	-384.66	
Materials														800.00	-800.00	
5457 Deferred Plan													19,653.13	29,971.00	-10,317.87	
Employee Benefits	2,530.05												24,402.75	75,902.00	-51,499.25	
Employee Insurance	6,023.96												1,304.54	2,510.00	-1,205.46	
Taxes	3,420.45												21,036.79	31,600.00	-10,563.21	
Management													57,033.63	79,129.00	-22,095.37	
Professional													189,508.69	328,917.00	-139,408.31	
Professional Certification													4,300.00	10,710.00	-6,410.00	
Professional Overtime													34,646.54	43,468.00	-8,821.46	
Professional Standby													10,426.81	8,120.00	2,306.81	
Profess													295,915.67	470,344.00	-174,428.33	
Professional Insurance													8,359.11	26,853.00	-18,493.89	
Professional Insurance	57,139.60												370,671.99	637,180.00	-266,508.01	
Professional Insurance													544,917.66	892,430.00	-347,512.34	

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2014 through June 2015

	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul '14 - Jun 15	Budget	\$ Over Budget	%
Collection Fees	60,081.50		12,592.00			29,984.00	6,289.00	-18,943.00					90,003.50	122,900.00	-32,896.50	
Water, G.O.	2,633.14			1,082.94	10,880.82	605,724.68	13,503.22	47,270.85					681,095.65	1,150,436.00	-469,340.35	
Amount Revenues	62,714.64		12,592.00	1,082.94	10,880.82	635,708.68	19,792.22	28,327.85					771,099.15	1,273,336.00	-502,236.85	
	62,714.64		12,592.00	1,082.94	10,880.82	635,708.68	19,792.22	28,327.85					771,099.15	1,273,336.00	-502,236.85	
Investment Program	1,200.00	34,547.50	59,083.36	36,863.01	34,605.00	26,397.94	560,873.36	29,566.20					783,136.37	3,196,463.00	-2,413,326.63	
Investment Program	1,200.00	34,547.50	59,083.36	36,863.01	34,605.00	26,397.94	560,873.36	29,566.20					783,136.37	3,196,463.00	-2,413,326.63	
Expenses																
Administration Expenses		5,111.07		2,042.51	5,873.13								13,026.71			
Interest - GO Bonds		168,745.44						166,556.27					335,301.71	1,150,436.00	-815,134.29	
Investment Lease Interest	1,860.12	1,853.69	1,846.66	1,839.61	1,832.54	1,825.45	1,818.35	1,811.23					14,687.65	56,340.00	-41,652.35	
Investment Expenses	1,860.12	175,710.20	1,846.66	3,882.12	7,705.67	1,825.45	1,818.35	168,367.50					363,016.07	1,308,866.00	-945,849.93	
	3,060.12	210,257.70	60,930.02	40,745.13	42,310.67	28,223.39	562,691.71	197,933.70					1,146,152.44	4,505,329.00	-3,359,176.56	
	59,654.52	-210,257.70	-48,338.02	-39,662.19	-31,429.85	607,485.29	-542,899.49	-169,605.85					-375,063.29	-3,231,993.00	2,856,939.71	
TOTAL	249,078.25	-222,778.63	30,259.09	-6,111.23	-15,206.21	731,588.43	-271,578.32	-139,090.71					356,160.67	-2,459,996.00	2,816,156.67	

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2014 through June 2015

in

July	August	September	October	November	December	January	February	March	April	May	June	Target Reserves	\$ Over/Under Targets
888,357.87	802,747.99	931,238.34	790,633.26	651,596.21	2,444,784.00	1,423,796.17	815,043.85						
255,195.00	255,195.00	255,195.00	255,195.00	255,195.00	255,195.00	255,195.00	255,195.00					255,195.00	-
4,280,646.51	4,280,646.51	4,280,646.51	4,280,646.51	4,283,549.54	4,283,550.00	4,283,549.54	4,286,604.00					1,967,000.00	2,316,549.54
228,488.00	228,488.00	228,488.00	228,488.00	228,488.00	228,488.00	228,488.00	228,488.00					228,488.00	-
<u>4,764,329.51</u>	<u>4,764,329.51</u>	<u>4,764,329.51</u>	<u>4,764,329.51</u>	<u>4,767,232.54</u>	<u>4,767,233.00</u>	<u>4,767,232.54</u>	<u>4,770,287.00</u>						
329,371.95	345,404.81	357,506.82	374,706.00	391,999.53	405,334.00	419,025.62	428,930.00						
224,763.00	224,763.00	224,763.00	224,763.00	224,763.00	224,763.00	224,763.00	224,763.00					224,763.00	-
398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00					984,835.00	(586,586.00)
122,488.00	122,488.00	122,488.00	122,488.00	122,488.00	122,488.00	122,488.00	122,488.00					122,488.00	-
<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>						
133,921.50	100,174.00	41,090.64	4,227.63	436.13	436.13	436.13	436.13						
122.94	122.94	122.94	122.94	122.94	122.94	122.94	122.94						
<u>1,289,765.42</u>	<u>714,547.38</u>	<u>715,566.11</u>	<u>715,566.11</u>	<u>727,529.63</u>	<u>727,529.63</u>	<u>1,336,827.19</u>	<u>767,826.40</u>						
1,423,809.86	814,844.32	756,779.69	719,916.68	728,088.70	728,088.70	1,337,386.26	768,385.47						
<u>8,151,369.19</u>	<u>7,472,826.63</u>	<u>7,555,354.36</u>	<u>7,395,085.45</u>	<u>7,284,416.98</u>	<u>9,090,939.70</u>	<u>8,692,940.59</u>	<u>7,528,146.32</u>						

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2014 through June 2015

	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul '14 - Jun 15	Budget	\$ Over/Buc
Property Damage					814.00								814.00	10,000.00	-9,186.00
Training														1,000.00	-1,000.00
Attendance, Engineering			6,212.50	5,054.00	7,605.00	2,349.00	1,643.50	20,572.00						5,000.00	-5,000.00
Engineering			6,212.50	5,054.00	7,605.00	2,349.00	1,643.50	20,572.00					43,436.00	25,000.00	18,436.00
Tools, Expensed													43,436.00	30,000.00	13,436.00
Services														1,000.00	-1,000.00
Printing		359.40	419.54	359.40	474.59	411.90	359.40	624.59					3,008.82	5,000.00	-1,991.18
Gas		190.00	190.00	190.00	190.00	190.00	190.00	190.00					1,330.00	2,400.00	-1,070.00
Electricity		549.40	609.54	549.40	664.59	601.90	549.40	814.59					4,338.82	7,400.00	-3,061.18
Fuel & Electricity		2,558.39	2,504.51	2,542.57	2,414.36	2,236.41	2,424.40	2,683.13					17,363.77	35,000.00	-17,636.23
Transmission		2,558.39	2,504.51	2,542.57	2,414.36	2,236.41	2,424.40	2,683.13					17,363.77	35,000.00	-17,636.23
Equipment, Expensed														20,000.00	-20,000.00
Repairs														20,000.00	-20,000.00
Authority Midcoastside														800.00	-800.00
Year Adjustment														160.00	-160.00
Attendance, Collection Sys														400.00	-400.00
Attendance, Pumping														1,360.00	-1,360.00
Authority Midcoastside														119.00	-119.00
Reflections		25,488.00	25,488.00	25,488.00	25,488.00	25,488.00	25,488.00	25,488.00					203,904.00	305,853.00	-101,945.00
Year Adjustment		52,002.00	52,002.00	52,002.00	52,002.00	52,002.00	52,002.00	52,002.00					416,016.00	624,021.00	-208,005.00
Attendance, Collection Sys														40,000.00	-40,000.00
Attendance, Pumping														50,000.00	-50,000.00
Authority Midcoastside		91,373.81	77,490.00	77,490.00	77,490.00	77,490.00	77,490.00	77,490.00					644,379.03	1,019,874.00	-375,494.97

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2014 through June 2015

	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul '14 - Jun 15	Budget	\$ Over/Buc
Revenues															
Fees															
Water	77,490.00	94,481.60	86,816.55	85,635.97	99,682.17	82,677.31	82,107.30	101,559.72					710,450.62	1,125,634.00	-415,183.38
Sanitary	106,084.46	123,819.44	117,289.34	125,870.06	135,252.14	114,840.92	103,295.40	137,475.62					963,927.38	1,531,173.00	-567,245.62
Other	-98,645.09	-118,118.85	-126,745.52	-120,930.11	-110,592.52	1,090,283.44	-93,005.72	-35,491.65					386,753.98	933,480.00	-546,726.02
Other	44,622.00		22,967.00		45,934.00	6,433.00							119,956.00	178,488.00	-58,566.00
Other	8,271.00	3,809.00											12,080.00	50,000.00	-37,919.00
Other	52,893.00	3,809.00	22,967.00		45,934.00	6,433.00							132,036.00	228,488.00	-96,452.00
Other		2,903.03			3,054.62								5,957.65	8,000.00	-2,042.35
Other	368.50	363.21	357.92	352.60	347.27	341.92	336.55	331.16					2,799.13	23,974.00	-21,174.87
Other	53,261.50	363.21	7,069.95	23,319.60	347.27	49,330.54	336.55	6,764.16					140,792.78	260,462.00	-119,669.22
Other	53,261.50	363.21	7,069.95	23,319.60	347.27	49,330.54	336.55	6,764.16					140,792.78	260,462.00	-119,669.22
Other			20,129.50	23,068.00	25,914.25	35,950.45	19,300.44	570,990.68					695,343.32	821,923.00	-126,579.68
Other			20,129.50	23,068.00	25,914.25	35,950.45	19,300.44	570,990.68					695,343.32	821,923.00	-126,579.68
Other	1,860.12	1,853.70	1,846.66	1,839.61	1,832.54	1,825.46	1,818.35	1,811.23					14,667.67	56,340.00	-41,672.33
Other	5,280.00	5,280.00	5,280.00	5,280.00	5,280.00	5,280.00	5,280.00	5,280.00					42,240.00	36,000.00	6,240.00
Other	13,606.35						13,213.59						26,819.94	52,575.00	-25,755.06
Other	20,746.47	7,133.70	7,126.66	7,119.61	7,112.54	7,105.46	20,311.94	7,091.23					83,747.61	144,915.00	-61,167.39
Other	20,746.47	7,133.70	7,126.66	7,119.61	7,112.54	7,105.46	20,311.94	7,091.23					83,747.61	144,915.00	-61,167.39
Other	20,746.47	7,133.70	27,256.16	30,177.61	33,026.79	43,055.91	39,612.38	578,081.91					779,090.93	966,838.00	-187,747.07
Other	32,515.03	-6,770.49	-20,186.21	-6,858.01	-32,679.52	6,274.63	-39,275.83	-571,317.75					-638,298.15	-706,376.00	68,077.85
Other	-86,130.06	-124,889.34	-146,931.73	-127,788.12	-143,272.04	1,096,558.07	-132,281.55	-608,809.40					-251,544.17	227,104.00	-478,648.17

**Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2014 through June 2015**

	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul '14 - Jun 15	Budget	\$ Over Budget	%
	4,572.50	2,550.00	12,612.50	4,970.00	1,660.00	300.00	2,162.50	4,225.00					40,255.00	80,000.00	-39,745.00	
		300.00		300.00	1,660.00	300.00		250.00					2,810.00	3,000.00	-190.00	
	423.94	429.56	2,272.73	457.52	1,804.69	323.99	121.83	872.87					16,629.94	18,000.00	-1,370.06	
	50.00	144.15	750.40	215.10	606.43	601.23	540.00	543.29					6,283.19	9,000.00	-2,716.81	
		273.92		177.60	308.14	248.32		9.58					3,450.60	8,000.00	-4,549.40	
													1,017.56	4,000.00	-2,982.44	
	2,800.00	2,800.00	4,450.00	4,750.00	3,325.00	1,577.50	1,000.00	650.00					14,102.50	30,000.00	-15,897.50	
			3,517.50	1,676.25	12,546.09	600.00	241.25	921.25					10,050.00	13,000.00	-2,950.00	
				336.42	1,482.51		75.00						18,902.34	31,500.00	-12,597.66	
	375.00	375.00	375.00	780.00	780.00	375.00	375.00	375.00					1,893.93	2,250.00	780.00	
	75.42	54.70	316.90	52.90	53.81	53.81	116.06	56.54					3,030.00	900.00	-119.86	
	450.42	3,229.70	8,659.40	11,825.57	18,187.41	7,414.06	15,166.34	2,368.79					18,542.78	77,650.00	-10,348.31	
	210.40	877.87	867.96	1,087.82	989.65	894.47	1,620.10	357.57					6,905.84	8,000.00	-1,094.16	
		92.43	220.73	422.15	703.94	49.14	65.52	61.43					1,615.34	2,000.00	-384.66	
														800.00	-800.00	
	2,530.05	2,421.08	2,294.18	2,501.81	2,298.40	2,729.82	2,481.39	2,396.40					19,653.13	29,971.00	-10,317.87	
	6,023.96			4,177.50	7,506.79	4,102.19		2,592.31					24,402.75	75,902.00	-51,499.25	
		180.90	175.88	181.30	181.30	181.30	181.30	222.56					1,304.54	2,510.00	-1,205.46	
	3,420.45	2,717.81	2,268.36	2,331.86	2,116.06	2,489.41	2,918.79	2,774.05					21,036.79	31,600.00	-10,563.21	
	9,125.46	6,625.46	6,625.46	6,625.46	6,625.46	8,155.41	6,625.46	6,625.46					57,033.63	79,129.00	-22,095.37	
	27,127.84	23,437.76	20,985.03	24,626.68	21,513.90	24,734.45	24,597.52	22,485.51					189,508.69	328,917.00	-139,408.31	
	550.00	550.00	450.00	550.00	550.00	550.00	550.00	550.00					4,300.00	10,710.00	-6,410.00	
	7,114.24	3,664.91	3,664.88	3,107.27	3,389.71	4,556.10	4,223.46	4,925.97					34,646.54	43,468.00	-8,821.46	
	1,247.60	1,248.45	1,049.32	941.81	951.42	1,154.90	2,157.91	1,675.40					10,426.81	8,120.00	2,306.81	
	45,165.14	35,526.58	32,774.69	35,851.22	33,030.49	39,150.86	38,154.35	36,262.34					295,915.67	470,344.00	-174,428.33	
				4,284.66			4,074.45						8,359.11	26,853.00	-18,493.89	
	57,139.60	40,846.37	37,513.11	49,328.35	45,133.04	48,653.58	47,810.28	44,247.66					370,671.99	637,180.00	-266,508.01	
	59,904.44	53,173.67	54,352.17	87,176.79	92,162.82	74,438.50	68,362.50	55,346.77					544,917.66	892,430.00	-347,512.34	

TOTAL

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2014 through June 2015

	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul '14 - Jun 15	Budget	\$ Over Budget	%
															TOTAL	
vention																
erty Damage		650.00	450.00	300.00	450.00	131.75	550.00	600.00					3,131.75	2,100.00	1,031.75	
ions														10,000.00	-10,000.00	
Maintenance		32.80				1,448.48							1,481.28	17,500.00	-16,018.72	
re & Internet, Comm.																
indications		32.80				1,448.48							1,481.28	17,500.00	-16,018.72	
Training			210.00	429.00	630.00		112.23	1,670.00					3,051.23	6,000.00	-2,948.77	
Attendance, Engineering																
Engineering			3,733.75			842.50	2,885.00	1,462.50					8,923.75	45,000.00	-36,076.25	
Quality Engineering		4,637.50		4,844.69	8,432.81	2,301.25	4,546.25	4,368.75					29,131.25	25,000.00	4,131.25	
ring - Other																
ering		4,637.50	3,733.75	4,844.69	8,432.81	3,143.75	7,431.25	5,831.25					38,055.00	75,000.00	-36,945.00	
Tools, Expensed		309.11	48.14	61.55	228.75	447.81	298.27	558.70					1,952.33	13,000.00	-11,047.67	
ervices																
pling		300.00	300.00	300.00	300.00	300.00	300.00	300.00					492.99	450.00	42.99	
is - Other																
is		300.00	360.13	300.00	415.18	352.50	300.00	585.18					2,592.99	4,050.00	-1,457.01	
Equipment																
ig														1,000.00	-1,000.00	
Fuel & Electricity																
Maintenance, Generators		2,448.14	2,884.89	2,954.95	2,331.43	2,261.96	2,748.82	36,387.69					52,017.88	60,000.00	-7,982.12	
Maintenance, General						4,583.96		3,702.00					8,285.96	15,000.00	-6,714.04	
Equipment, Expensed						828.27		3,468.45					4,296.72			
ig		2,448.14	2,884.89	2,954.95	2,331.43	7,674.19	2,748.82	43,558.14					64,600.56	84,996.00	-20,395.44	
ance, Raw Water Mains																
ance, Wells			3,791.60	542.46	7.26		230.74						4,572.06	2,000.00	-2,000.00	
urchases				6,929.37									6,929.37	5,000.00	-427.94	
		3,791.60	7,471.83	7.26		230.74							11,501.43	57,000.00	-45,498.57	

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2014 through June 2015

	Jul 14	Aug 14	Sep 14	Oct 14	Nov 14	Dec 14	Jan 15	Feb 15	Mar 15	Apr 15	May 15	Jun 15	Jul '14 - Jun 15	Budget	\$ Over Budget	%
Water Fees	60,081.50		12,592.00			29,984.00	6,289.00	-18,943.00					90,003.50	122,900.00	-32,896.50	
Water, G.O.	2,633.14		1,082.94	1,082.94	10,880.82	605,724.68	13,503.22	47,270.85					681,095.65	1,150,436.00	-469,340.35	
Water Revenues	62,714.64		12,592.00	1,082.94	10,880.82	635,708.68	19,792.22	28,327.85					771,099.15	1,273,336.00	-502,236.85	
	62,714.64		12,592.00	1,082.94	10,880.82	635,708.68	19,792.22	28,327.85					771,099.15	1,273,336.00	-502,236.85	
Water Program	1,200.00	34,547.50	59,083.36	36,863.01	34,605.00	26,397.94	560,873.36	29,566.20					783,136.37	3,196,463.00	-2,413,326.63	
	1,200.00	34,547.50	59,083.36	36,863.01	34,605.00	26,397.94	560,873.36	29,566.20					783,136.37	3,196,463.00	-2,413,326.63	
Expenses																
Water Expenses		5,111.07		2,042.51	5,873.13								13,026.71			
Water - GO Bonds		168,745.44						166,556.27					335,301.71	1,150,436.00	-815,134.29	
Water Lease Interest	1,860.12	1,853.69	1,846.66	1,839.61	1,832.54	1,825.45	1,818.35	1,811.23					14,687.65	56,340.00	-41,652.35	
	1,860.12	175,710.20	1,846.66	3,882.12	7,705.67	1,825.45	1,818.35	168,367.50					363,016.07	1,308,866.00	-945,849.93	
Water Expenses	3,060.12	210,257.70	60,930.02	40,745.13	42,310.67	28,223.39	562,691.71	197,933.70					1,146,152.44	4,505,329.00	-3,359,176.56	
	59,654.52	-210,257.70	-48,338.02	-39,662.19	-31,429.85	607,485.29	-542,899.49	-169,605.85					-375,053.29	-3,231,993.00	2,856,939.71	
TOTAL	249,078.25	-222,778.63	30,259.09	-6,111.23	-15,206.21	731,588.43	-271,578.32	-139,090.71					356,160.67	-2,459,996.00	2,816,156.67	

Montara Water & Sanitary District

Revenue & Expenditures Budget vs. Actual - Water

July 2014 through February 2015

	Jul '14 - Feb 15	Water Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 · Cell Tower Lease	21,341.36	21,000.00	341.36
4400 · Fees			
4410 · Administrative Fee (New Constr)	3,678.00	3,000.00	678.00
4420 · Administrative Fee (Remodel)	985.00	666.72	318.28
4430 · Inspection Fee (New Constr)	3,522.00	2,832.00	690.00
4440 · Inspection Fee (Remodel)	929.00	568.00	361.00
Total 4400 · Fees	9,114.00	7,066.72	2,047.28
4610 · Property Tax Receipts	333,023.74	150,000.00	183,023.74
4740 · Testing, Backflow	6,256.00	8,664.00	-2,408.00
4810 · Water Sales, Domestic	1,122,907.29	1,230,982.00	-108,074.71
4850 · Water Sales Refunds, Customer	-45.07	-4,000.00	3,954.93
Total Income	1,482,597.32	1,413,712.72	78,884.60
Expense			
5000 · Administrative			
5190 · Bank Fees	3,065.90	6,000.00	-2,934.10
5200 · Board of Directors			
5210 · Board Meetings	1,701.89	1,664.00	37.89
5220 · Director Fees	1,687.50	1,664.00	23.50
Total 5200 · Board of Directors	3,389.39	3,328.00	61.39
5240 · CDPH Fees	12,097.98	10,000.00	2,097.98
5250 · Conference Attendance	2,858.42	3,336.00	-477.58
5270 · Information Systems	2,521.99	4,000.00	-1,478.01
5300 · Insurance			
5310 · Fidelity Bond	0.00	600.00	-600.00
5320 · Property & Liability Insurance	1,666.83	1,136.00	530.83
Total 5300 · Insurance	1,666.83	1,736.00	-69.17
5350 · LAFCO Assessment	2,376.00	1,464.00	912.00
5400 · Legal			
5420 · Meeting Attendance, Legal	4,075.00	6,664.00	-2,589.00
5430 · General Legal	36,180.00	46,664.00	-10,484.00
5440 · Litigation	0.00	0.00	0.00
Total 5400 · Legal	40,255.00	53,328.00	-13,073.00
5510 · Maintenance, Office	2,810.00	2,000.00	810.00
5520 · Meetings, Local	0.00	0.00	0.00
5530 · Memberships	16,629.94	12,000.00	4,629.94
5540 · Office Supplies	6,283.19	6,000.00	283.19
5550 · Postage	3,450.60	5,336.00	-1,885.40
5560 · Printing & Publishing	1,017.56	2,664.00	-1,646.44
5600 · Professional Services			
5610 · Accounting	14,102.50	20,000.00	-5,897.50
5620 · Audit	10,050.00	8,664.00	1,386.00
5630 · Consulting	18,902.34	21,000.00	-2,097.66
5640 · Data Services	1,893.93	1,504.00	389.93
5650 · Labor & HR Support	3,030.00	600.00	2,430.00
5660 · Payroll Services	780.14	600.00	180.14
5690 · Other Professional Services	18,542.78	18,542.78	0.00
Total 5600 · Professional Services	67,301.69	51,768.00	15,533.69

Montara Water & Sanitary District Revenue & Expenditures Budget vs. Actual - Water July 2014 through February 2015

	Water		\$ Over Budget
	Jul '14 - Feb 15	Budget	
5720 · Telephone & Internet	6,905.84	5,336.00	1,569.84
5730 · Mileage Reimbursement	1,615.34	1,336.00	279.34
5740 · Reference Materials	0.00	536.00	-536.00
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	19,653.13	19,984.00	-330.87
5820 · Employee Benefits	24,402.75	50,600.00	-26,197.25
5830 · Disability Insurance	1,304.54	1,672.00	-367.46
5840 · Payroll Taxes	21,036.79	21,064.00	-27.21
5900 · Wages			
5910 · Management	57,033.63	52,752.00	4,281.63
5920 · Staff	189,508.69	219,280.00	-29,771.31
5930 · Staff Certification	4,300.00	7,144.00	-2,844.00
5940 · Staff Overtime	34,646.54	28,976.00	5,670.54
5950 · Staff Standby	10,426.81	5,416.00	5,010.81
Total 5900 · Wages	295,915.67	313,566.00	-17,652.33
5960 · Worker's Comp Insurance	8,359.11	17,904.00	-9,544.89
Total 5800 · Labor	370,671.99	424,792.00	-54,120.01
Total 5000 · Administrative	544,917.66	594,960.00	-50,042.34
6000 · Operations			
6160 · Backflow Prevention	3,131.75	1,400.00	1,731.75
6170 · Claims, Property Damage	0.00	6,664.00	-6,664.00
6180 · Communications			
6185 · SCADA Maintenance	1,481.28	11,664.00	-10,182.72
Total 6180 · Communications	1,481.28	11,664.00	-10,182.72
6195 · Education & Training	3,051.23	4,000.00	-948.77
6200 · Engineering			
6210 · Meeting Attendance, Engineering	0.00	3,336.00	-3,336.00
6220 · General Engineering	8,923.75	30,000.00	-21,076.25
6230 · Water Quality Engineering	29,131.25	16,664.00	12,467.25
Total 6200 · Engineering	38,055.00	50,000.00	-11,945.00
6320 · Equipment & Tools, Expensed	1,952.33	8,664.00	-6,711.67
6330 · Facilities			
6335 · Alarm Services	492.99	304.00	188.99
6337 · Landscaping	2,100.00	2,400.00	-300.00
Total 6330 · Facilities	2,592.99	2,704.00	-111.01
6370 · Lab Supplies & Equipment	0.00	664.00	-664.00
6380 · Meter Reading	0.00	6,664.00	-6,664.00
6400 · Pumping			
6410 · Pumping Fuel & Electricity	52,017.88	40,000.00	12,017.88
6420 · Pumping Maintenance, Generators	8,285.96	10,000.00	-1,714.04
6430 · Pumping Maintenance, General	4,296.72	6,664.00	-6,664.00
6440 · Pumping Equipment, Expensed	0.00	6,664.00	-6,664.00
Total 6400 · Pumping	64,600.56	56,664.00	7,936.56
6500 · Supply			
6510 · Maintenance, Raw Water Mains	0.00	1,336.00	-1,336.00
6520 · Maintenance, Wells	4,572.06	3,336.00	1,236.06
6530 · Water Purchases	6,929.37	33,336.00	-26,406.63
Total 6500 · Supply	11,501.43	38,008.00	-26,506.57

Montara Water & Sanitary District Revenue & Expenditures Budget vs. Actual - Water July 2014 through February 2015

	Water		\$ Over Budget
	Jul '14 - Feb 15	Budget	
6600 · Collection/Transmission			
6610 · Hydrants	0.00	1,336.00	-1,336.00
6620 · Maintenance, Water Mains	18,072.33	33,336.00	-15,263.67
6630 · Maintenance, Water Svc Lines	9,881.17	20,000.00	-10,118.83
6640 · Maintenance, Tanks	690.11	4,336.00	-3,645.89
6650 · Maint., Distribution General	4,852.95	4,336.00	516.95
6670 · Meters	2,195.64	3,336.00	-1,140.36
Total 6600 · Collection/Transmission	35,692.20	66,680.00	-30,987.80
6700 · Treatment			
6710 · Chemicals & Filtering	25,532.21	14,000.00	11,532.21
6720 · Maintenance, Treatment Equip.	1,198.21	5,000.00	-3,801.79
6730 · Treatment Analysis	13,269.09	15,336.00	-2,066.91
Total 6700 · Treatment	39,999.51	34,336.00	5,663.51
6770 · Uniforms	6,469.87	5,664.00	805.87
6800 · Vehicles			
6810 · Fuel	4,628.60	6,000.00	-1,371.40
6820 · Truck Equipment, Expensed	669.44	1,336.00	-666.56
6830 · Truck Repairs	635.54	3,000.00	-2,364.46
Total 6800 · Vehicles	5,933.58	10,336.00	-4,402.42
6890 · Other Operations	2,003.97		
Total 6000 · Operations	216,465.70	304,112.00	-87,646.30
Total Expense	761,383.36	899,072.00	-137,688.64
Net Ordinary Income	731,213.96	514,640.72	216,573.24
Other Income/Expense			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	69,835.50	48,536.00	21,299.50
7120 · Connection Fees (Remodel)	0.00	1,936.00	-1,936.00
7130 · Conn. Fees, PFP (New Constr)	20,168.00	25,400.00	-5,232.00
7140 · Conn. Fees, PFP (Remodel)	0.00	6,064.00	-6,064.00
Total 7100 · Connection Fees	90,003.50	81,936.00	8,067.50
7600 · Bond Revenues, G.O.	681,095.65	766,960.00	-85,864.35
Total 7000 · Capital Account Revenues	771,099.15	848,896.00	-77,796.85
Total Other Income	771,099.15	848,896.00	-77,796.85
Other Expense			
8000 · Capital Improvement Program			
8100 · Water	783,136.37	2,130,976.00	-1,347,839.63
Total 8000 · Capital Improvement Program	783,136.37	2,130,976.00	-1,347,839.63

Montara Water & Sanitary District Revenue & Expenditures Budget vs. Actual - Water July 2014 through February 2015

	Jul '14 - Feb 15	Water Budget	\$ Over Budget
9000 · Capital Account Expenses			
9075 · PFP Connection Expenses	13,026.71		
9100 · Interest Expense - GO Bonds	335,301.71	1,150,436.00	-815,134.29
9125 · PNC Equipment Lease Interest	14,667.65	37,560.00	-22,872.35
9150 · SRF Loan	0.00	68,064.00	-68,064.00
Total 9000 · Capital Account Expenses	363,016.07	1,256,060.00	-893,043.93
Total Other Expense	1,146,152.44	3,387,036.00	-2,240,883.56
Net Other Income	-375,063.29	-2,538,140.00	2,163,086.71
Net Income	356,160.67	-2,023,499.28	2,379,659.95

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2014 through February 2015

3:37 PM
 03/13/15
 Accrual Basis

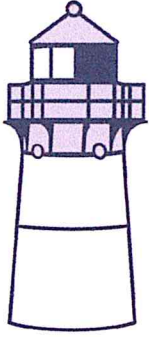
	Sewer		
	Jul '14 - Feb 15	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 · Cell Tower Lease	21,341.36	21,000.00	-548.00
4400 · Fees			725.00
4410 · Administrative Fee (New Constr)	1,852.00	2,400.00	-548.00
4420 · Administrative Fee (Remodel)	1,389.00	664.00	-516.00
4430 · Inspection Fee (New Constr)	1,748.00	2,264.00	-516.00
4440 · Inspection Fee (Remodel)	2,018.00	1,336.00	682.00
4480 · Remodel Fees	6,009.00	1,200.00	4,809.00
Total 4400 · Fees	13,016.00	7,864.00	5,152.00
4610 · Property Tax Receipts	122,793.16	150,000.00	-27,206.84
4710 · Sewer Service Charges	1,181,170.22	1,455,904.00	-274,733.78
4720 · Sewer Service Refunds, Customer	0.00	-1,336.00	1,336.00
4760 · Waste Collection Revenues	12,360.62	9,664.00	2,696.62
Total Income	1,350,661.36	1,643,096.00	-292,414.64
Expense			
5000 · Administrative			
5190 · Bank Fees			288.24
5200 · Board of Directors	2,352.24	2,064.00	
5210 · Board Meetings	1,701.89	1,664.00	37.89
5220 · Director Fees	1,687.50	1,664.00	23.50
Total 5200 · Board of Directors	3,389.39	3,328.00	61.39
5250 · Conference Attendance	0.00	1,336.00	-1,336.00
5270 · Information Systems	2,521.99	4,000.00	-1,478.01
5300 · Insurance			
5310 · Fidelity Bond	0.00	600.00	-600.00
5320 · Property & Liability Insurance	1,666.82	1,000.00	666.82
Total 5300 · Insurance	1,666.82	1,600.00	66.82
5350 · LAFCO Assessment	1,754.00	1,064.00	690.00
5400 · Legal			
5420 · Meeting Attendance, Legal	4,075.00	7,336.00	-3,261.00
5430 · General Legal	5,442.50	13,336.00	-7,893.50
5440 · Litigation	0.00	0.00	0.00
Total 5400 · Legal	9,517.50	20,672.00	-11,154.50
5510 · Maintenance, Office	2,810.00	2,000.00	810.00
5540 · Office Supplies	6,283.19	6,000.00	283.19
5550 · Postage	661.26	2,664.00	-2,002.74
5560 · Printing & Publishing	1,017.58	2,664.00	-1,646.42
5600 · Professional Services			
5610 · Accounting	14,102.50	20,000.00	-5,897.50
5620 · Audit	10,050.00	8,664.00	1,386.00
5630 · Consulting	8,562.63	7,664.00	898.63
5640 · Data Services	5,792.04	3,664.00	2,128.04
5650 · Labor & HR Support	0.00	1,504.00	-1,504.00
5660 · Payroll Services	516.05	600.00	-83.95
5690 · Other Professional Services	7,636.98		
Total 5600 · Professional Services	46,660.20	42,096.00	4,564.20

Montara Water & Sanitary District Revenue & Expenditures Budget vs. Actual - Sewer July 2014 through February 2015

	Sewer		\$ Over Budget
	Jul '14 - Feb 15	Budget	
5710 · San Mateo Co. Tax Roll Charges	0.00	2,000.00	-2,000.00
5720 · Telephone & Internet	4,837.16	6,000.00	-1,162.84
5730 · Mileage Reimbursement	692.66	1,000.00	-307.34
5740 · Reference Materials	0.00	136.00	-136.00
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	9,034.83	8,712.00	322.83
5820 · Employee Benefits	20,556.13	27,536.00	-6,977.87
5830 · Disability Insurance	652.19	760.00	-107.81
5840 · Payroll Taxes	8,273.04	8,704.00	-430.96
5900 · Wages			
5910 · Management	57,033.47	52,752.00	4,281.47
5920 · Staff	66,810.18	65,184.00	1,626.18
5930 · Staff Certification	1,200.00	1,264.00	-64.00
5940 · Staff Overtime	3,099.34	1,592.00	1,507.34
5950 · Staff Standby	928.02		
Total 5900 · Wages	129,071.01	120,792.00	8,279.01
5960 · Worker's Comp Insurance	1,723.57	5,240.00	-3,516.43
Total 5800 · Labor	169,312.77	171,744.00	-2,431.23
Total 5000 · Administrative	253,476.76	270,368.00	-16,891.24
6000 · Operations			
6170 · Claims, Property Damage	814.00	6,664.00	-5,850.00
6195 · Education & Training	0.00	664.00	-664.00
6200 · Engineering			
6210 · Meeting Attendance, Engineering	0.00	3,336.00	-3,336.00
6220 · General Engineering	43,436.00	16,664.00	26,772.00
Total 6200 · Engineering	43,436.00	20,000.00	23,436.00
6320 · Equipment & Tools, Expensed			
6330 · Facilities	0.00	664.00	-664.00
6335 · Alarm Services	3,008.82	3,336.00	-327.18
6337 · Landscaping	1,330.00	1,600.00	-270.00
Total 6330 · Facilities	4,338.82	4,936.00	-597.18
6400 · Pumping			
6410 · Pumping Fuel & Electricity	17,363.77	23,336.00	-5,972.23
Total 6400 · Pumping	17,363.77	23,336.00	-5,972.23
6600 · Collection/Transmission			
6660 · Maintenance, Collection System	0.00	13,336.00	-13,336.00
Total 6600 · Collection/Transmission	0.00	13,336.00	-13,336.00
6800 · Vehicles			
6810 · Fuel	0.00	536.00	-536.00
6820 · Truck Equipment, Expensed	0.00	104.00	-104.00
6830 · Truck Repairs	0.00	264.00	-264.00
Total 6800 · Vehicles	0.00	904.00	-904.00
6890 · Other Operations	119.00		

Montara Water & Sanitary District Revenue & Expenditures Budget vs. Actual - Sewer July 2014 through February 2015

	Jul '14 - Feb '15	Sewer Budget	\$ Over Budget
6900 - Sewer Authority Midcoastside			
6910 - SAM Collections	203,904.00	203,904.00	0.00
6920 - SAM Operations	416,016.00	416,016.00	0.00
6940 - SAM Maintenance, Collection Sys	24,459.03	26,664.00	-2,204.97
6950 - SAM Maintenance, Pumping	0.00	33,336.00	-33,336.00
Total 6900 - Sewer Authority Midcoastside	644,379.03	679,920.00	-35,540.97
Total 6000 - Operations	710,450.62	750,424.00	-39,973.38
Total Expense	963,927.38	1,020,792.00	-56,864.62
Net Ordinary Income	386,753.98	622,304.00	-235,550.02
Other Income/Expense			
Other Income			
7000 - Capital Account Revenues			
7100 - Connection Fees			
7110 - Connection Fees (New Constr)	119,956.00	118,992.00	964.00
7120 - Connection Fees (Remodel)	12,080.00	33,336.00	-21,256.00
Total 7100 - Connection Fees	132,036.00	152,328.00	-20,292.00
7200 - Interest Income - LAIF	5,957.65	5,336.00	621.65
7700 - Interest, Employee Loans	2,799.13	15,984.00	-13,184.87
Total 7000 - Capital Account Revenues	140,792.78	173,648.00	-32,855.22
Total Other Income	140,792.78	173,648.00	-32,855.22
Other Expense			
8000 - Capital Improvement Program			
8075 - Sewer	695,343.32	547,952.00	147,391.32
Total 8000 - Capital Improvement Program	695,343.32	547,952.00	147,391.32
9000 - Capital Account Expenses			
9125 - PNC Equipment Lease Interest	14,687.67	37,560.00	-22,872.33
9175 - Capital Assessment - SAM	42,240.00	24,000.00	18,240.00
9200 - I-Bank Loan	26,819.94	52,575.00	-25,755.06
Total 9000 - Capital Account Expenses	83,747.61	114,135.00	-30,387.39
Total Other Expense	779,090.93	662,087.00	117,003.93
Net Other Income	-638,298.15	-488,439.00	-149,859.15
Net Income	-251,544.17	133,865.00	-385,409.17



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 2, 2015**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

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

SUBJECT: SAM Flow Report for February 2015

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

- Flow Report for February 2015.
- Collection System Monthly Overflow Report – February 2015.

The Average Daily Flow for Montara was 0.336 MGD in February 2015. There was one reportable overflow due to roots in February in the Montara System. SAM indicates there were 2.6 inches of rain in February 2015.

RECOMMENDATION:

Review and file.

Attachments

Attachment A

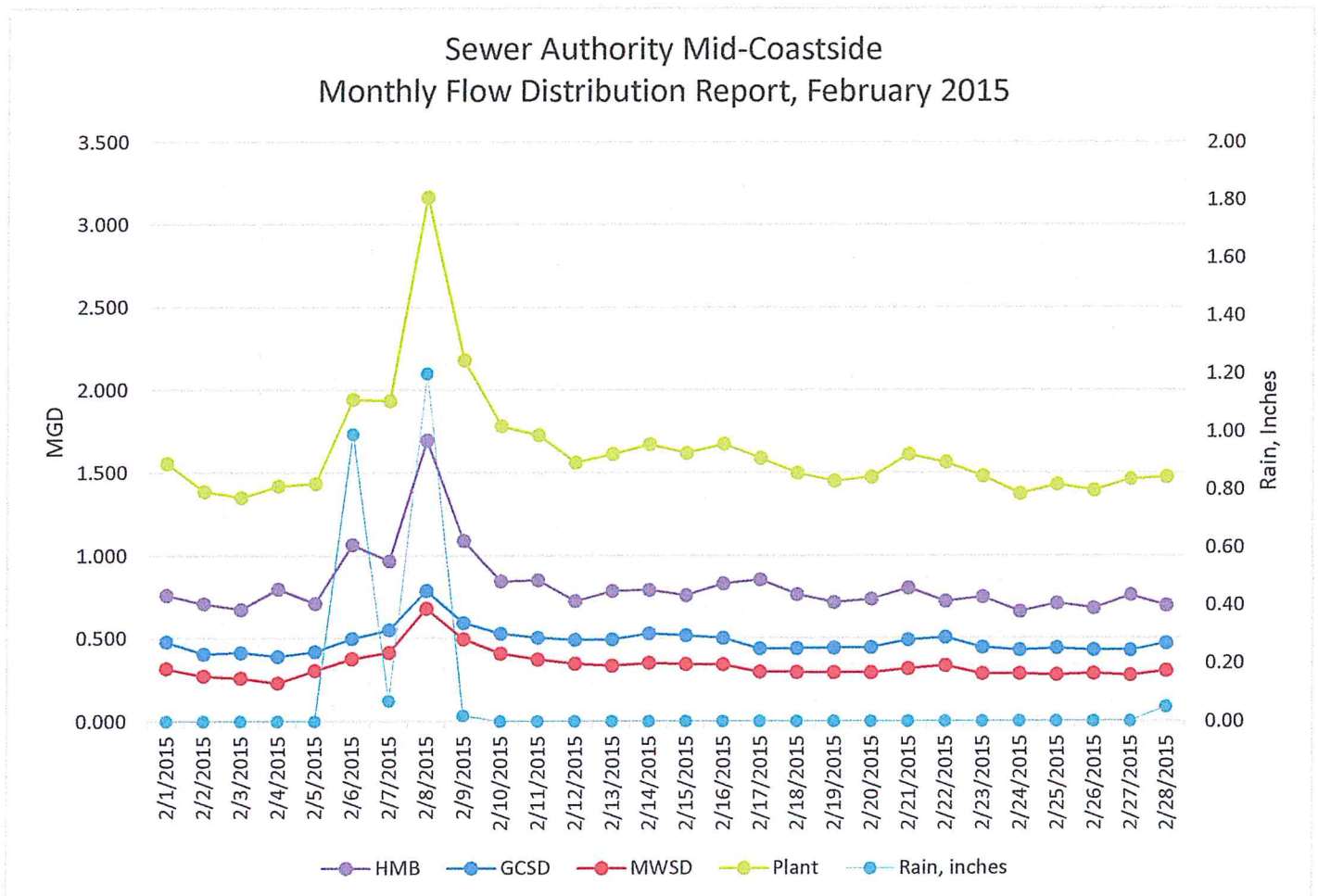
Flow Distribution Report Summary For February 2015

The daily flow report figures for the month of February 2015 have been converted to an Average Daily Flow (ADF) for each Member Agency. The results are attached for your review.

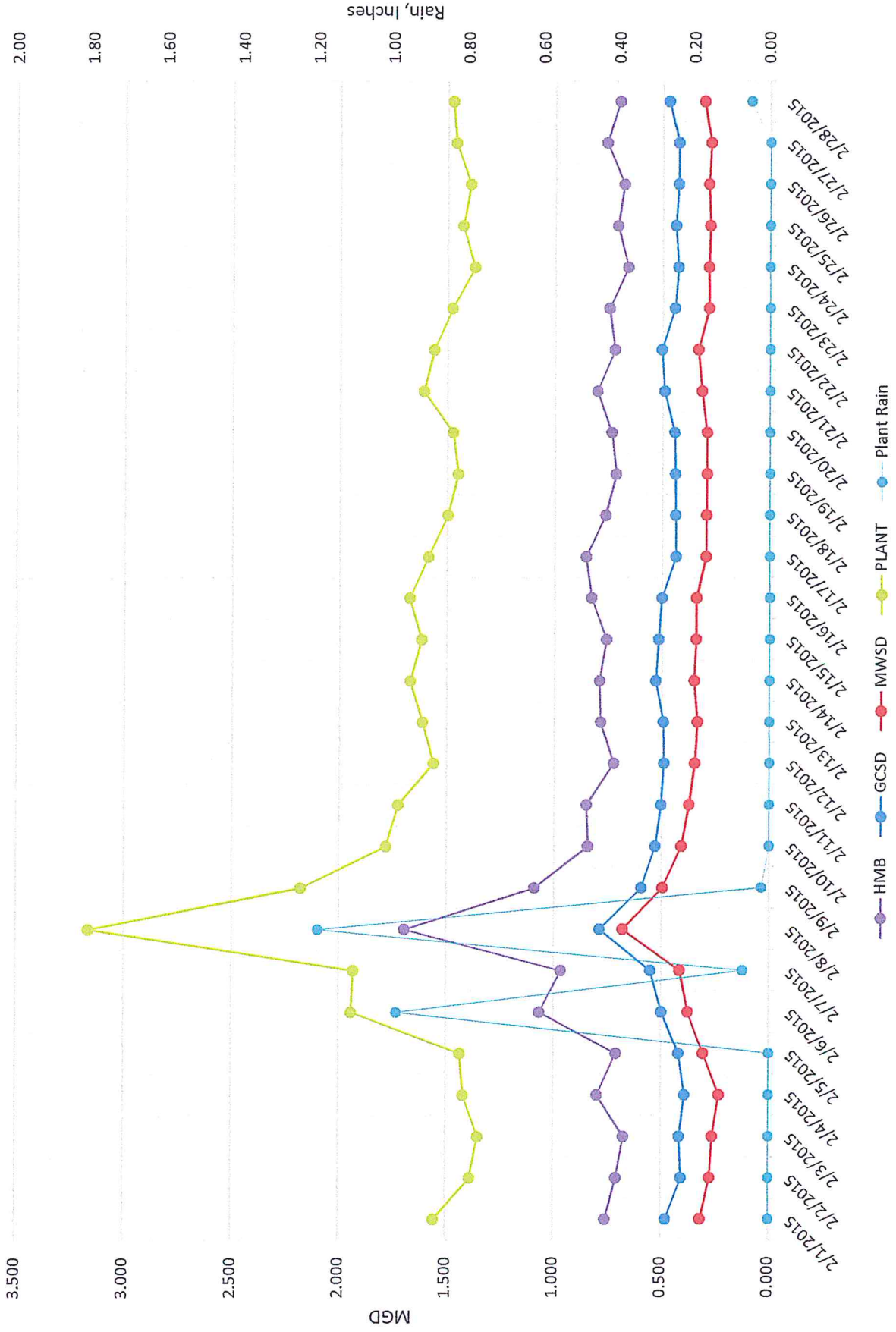
*Influent flow is calculated using the mid-plant flow meter less process water and trucked in waste

The summary of the ADF information is as follows:

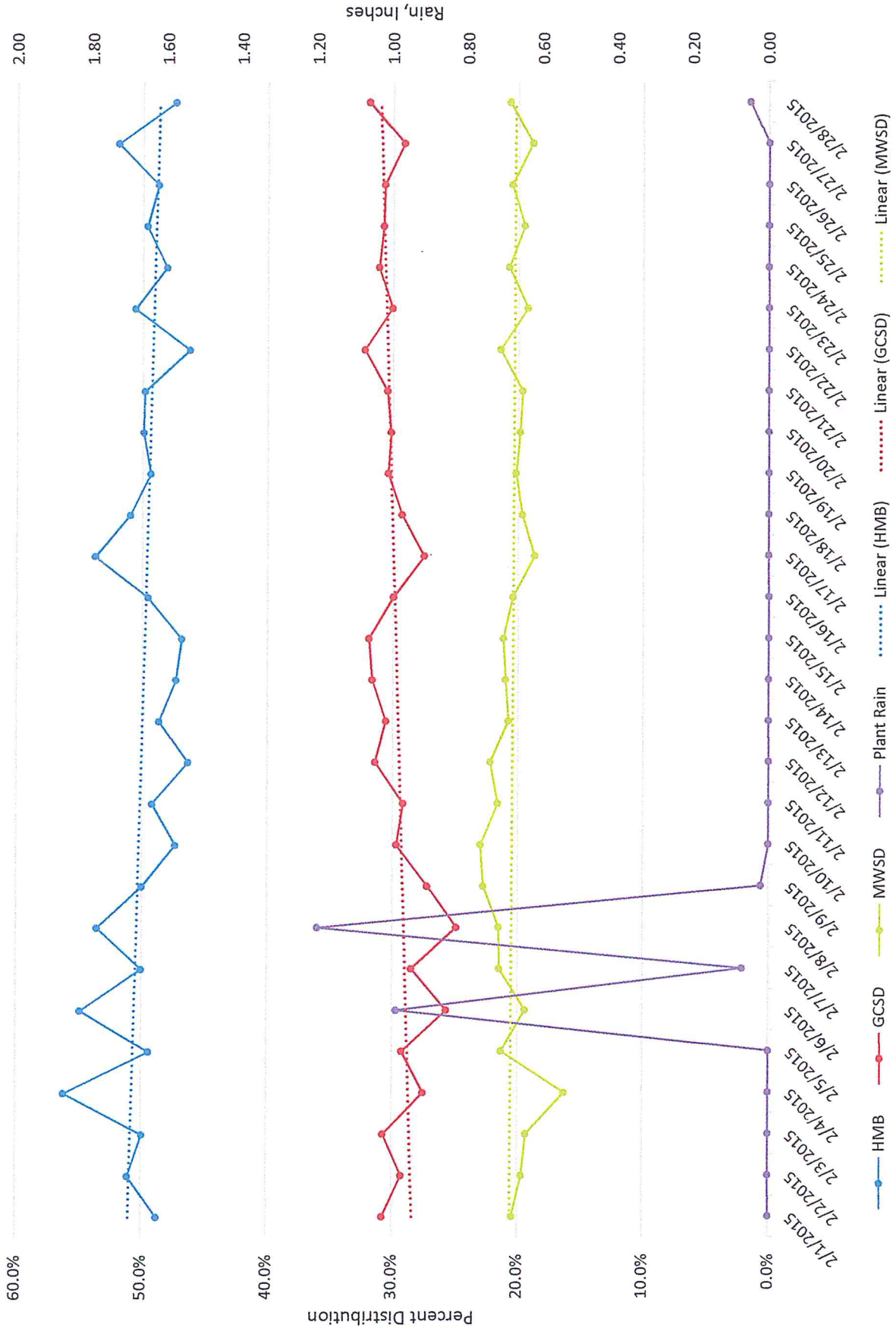
	<u>MGD</u>	<u>%</u>
The City of Half Moon Bay	0.818	50.0%
Granada Community Services District	0.482	29.5%
Montara Water and Sanitary District	<u>0.336</u>	<u>20.5%</u>
Total	1.636	100.0%



Sewer Authority Mid-Coastside Monthly Flow Distribution Report, February 2015



Percent Distribution February 2015



Sewer Authority Mid-Coastside

Monthly Flow Distribution Report

<u>Date</u>	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>	<u>Rain Plant</u>	<u>Rain Portola</u>	<u>Rain Montara</u>
2/1/2015	0.759	0.479	0.318	1.556	0.00	0.00	0.00
2/2/2015	0.709	0.406	0.273	1.388	0.00	0.00	0.00
2/3/2015	0.675	0.415	0.261	1.351	0.00	0.00	0.00
2/4/2015	0.798	0.391	0.231	1.420	0.00	0.00	0.00
2/5/2015	0.710	0.420	0.306	1.436	0.00	0.00	0.00
2/6/2015	1.066	0.499	0.377	1.943	0.99	1.15	1.16
2/7/2015	0.968	0.551	0.415	1.934	0.07	0.01	0.06
2/8/2015	1.696	0.788	0.681	3.165	1.20	1.20	1.29
2/9/2015	1.091	0.594	0.496	2.181	0.02	0.01	0.01
2/10/2015	0.843	0.529	0.409	1.782	0.00	0.00	0.00
2/11/2015	0.850	0.504	0.373	1.727	0.00	0.00	0.00
2/12/2015	0.724	0.491	0.347	1.562	0.00	0.00	0.00
2/13/2015	0.785	0.493	0.335	1.613	0.00	0.00	0.00
2/14/2015	0.791	0.529	0.351	1.671	0.00	0.00	0.00
2/15/2015	0.759	0.517	0.343	1.619	0.00	0.00	0.00
2/16/2015	0.830	0.502	0.342	1.674	0.00	0.00	0.00
2/17/2015	0.854	0.437	0.297	1.588	0.00	0.00	0.00
2/18/2015	0.764	0.439	0.295	1.498	0.00	0.00	0.00
2/19/2015	0.716	0.441	0.293	1.450	0.00	0.00	0.00
2/20/2015	0.736	0.445	0.293	1.475	0.00	0.00	0.00
2/21/2015	0.803	0.491	0.317	1.611	0.00	0.00	0.00
2/22/2015	0.723	0.505	0.335	1.563	0.00	0.00	0.00
2/23/2015	0.749	0.445	0.285	1.479	0.00	0.00	0.00
2/24/2015	0.661	0.428	0.285	1.374	0.00	0.00	0.00
2/25/2015	0.710	0.440	0.279	1.429	0.00	0.00	0.00
2/26/2015	0.680	0.428	0.286	1.394	0.00	0.00	0.00
2/27/2015	0.760	0.426	0.276	1.462	0.00	0.02	0.00
2/28/2015	0.699	0.471	0.305	1.475	0.05	0.05	0.08
Totals	22.908	13.507	9.404	45.819	2.33	2.44	2.60

Summary

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.661	0.391	0.231	1.351
Average	0.818	0.482	0.336	1.636
Maximum	1.696	0.788	0.681	3.165
Distribution	50.0%	29.5%	20.5%	100.0%

Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, February 2015

February 2015

	Total	HMB	Number GCSD	MWSD	SAM
Roots	1	0	0	1	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	1	0	0	1	0
		0%	0%	100%	0%

12 Month Moving Total

	Total	HMB	Number GCSD	MWSD	SAM
Roots	5	0	2	3	0
Grease	3	3	0	0	0
Mechanical	5	2	0	1	2
Wet Weather	1	1	0	0	0
Other	3	2	0	1	0
Total	17	8	2	5	2
		47%	12%	29%	12%

Reportable SSOs

	Total	HMB	Number GCSD	MWSD	SAM
February 2015	1	0	0	1	0
12 Month Moving Total	17	8	2	5	2

SSOs / Year / 100 Miles

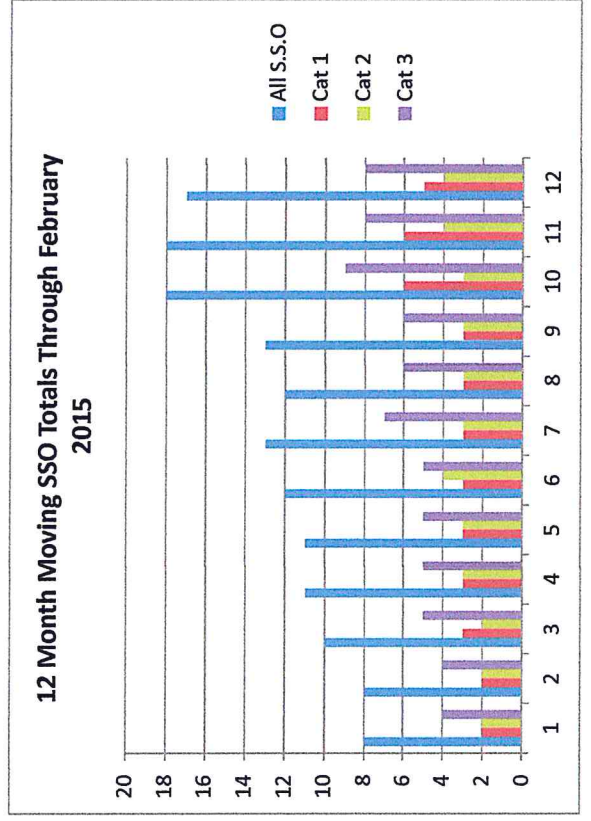
	Total	HMB	Number GCSD	MWSD	SAM
February 2015	1.0	0.0	0.0	3.7	0.0
12 Month Moving Total	16.3	21.6	6.0	18.5	27.4
Category 1	4.8	5.4	0.0	3.7	27.4
Category 2	3.8	8.1	0.0	3.7	0.0
Category 3	7.7	8.1	6.0	11.1	0.0
Miles of Sewers	104.5	37.0	33.2	27.0	7.3
		35.4%	31.8%	25.8%	7.0%

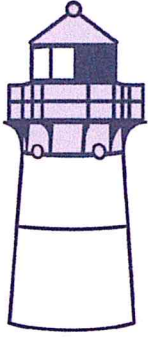
12 Month Rolling Total Sewer Cleaning Summary

Month	HMB	GCSD	MWSD	Total Feet	Total Miles
Mar-14	7,559	20,183	15,861	43,603	8.3
Apr-14	4,369	16,414	22,703	43,486	8.2
May-14	5,278	26,336	36,299	67,913	12.9
Jun-14	24,683	11,422	0	36,105	6.8
Jul-14	24,195	23,571	898	48,664	9.2
Aug-14	29,987	18,644	0	48,631	9.2
Sep-14	18,330	24,438	1,545	44,313	8.4
Oct-14	36,513	2,217	379	39,109	7.4
Nov-14	24,566	1,319	3,334	29,219	5.5
Dec-14	35,635	2,604	0	38,239	7.2
Jan-15	7,981	18,083	22,222	48,286	9.1
Feb-15	4,134	14,324	21,170	39,628	7.5
Annual ft	223,230	179,555	124,411	527,196	

Annual Mi.	42.3	34.0	23.6	99.8
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Attachment D





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 2, 2015**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Review of Current Investment Portfolio

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

- The District has most of its idle sewer funds deposited in the State of California's Local Agency Investment Fund (LAIF). The Monthly Average interest rate for February 2015 was 0.266%.
- 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: **April 2, 2015**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Connection Permit Applications Received

As of April 2, 2015 the following new Sewer Connection Permit applications were received since the last report:

Date of Application	Property Owner	Site Address	Home Size

As of April 2, 2015 the following new Water (Private Fire Sprinkler) Connection Permit applications were received since the last report:

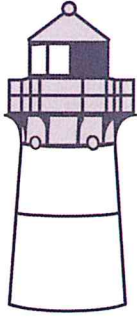
Date of Application	Property Owner	Site Address	Home Size
3/26/2015	Hale Guerra	1150 Date Street	SFD

As of April 2, 2015 the following new Water Connection Permit applications were received since the last report:

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

RECOMMENDATION:

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



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 2nd, 2015**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Monthly Water Production Report

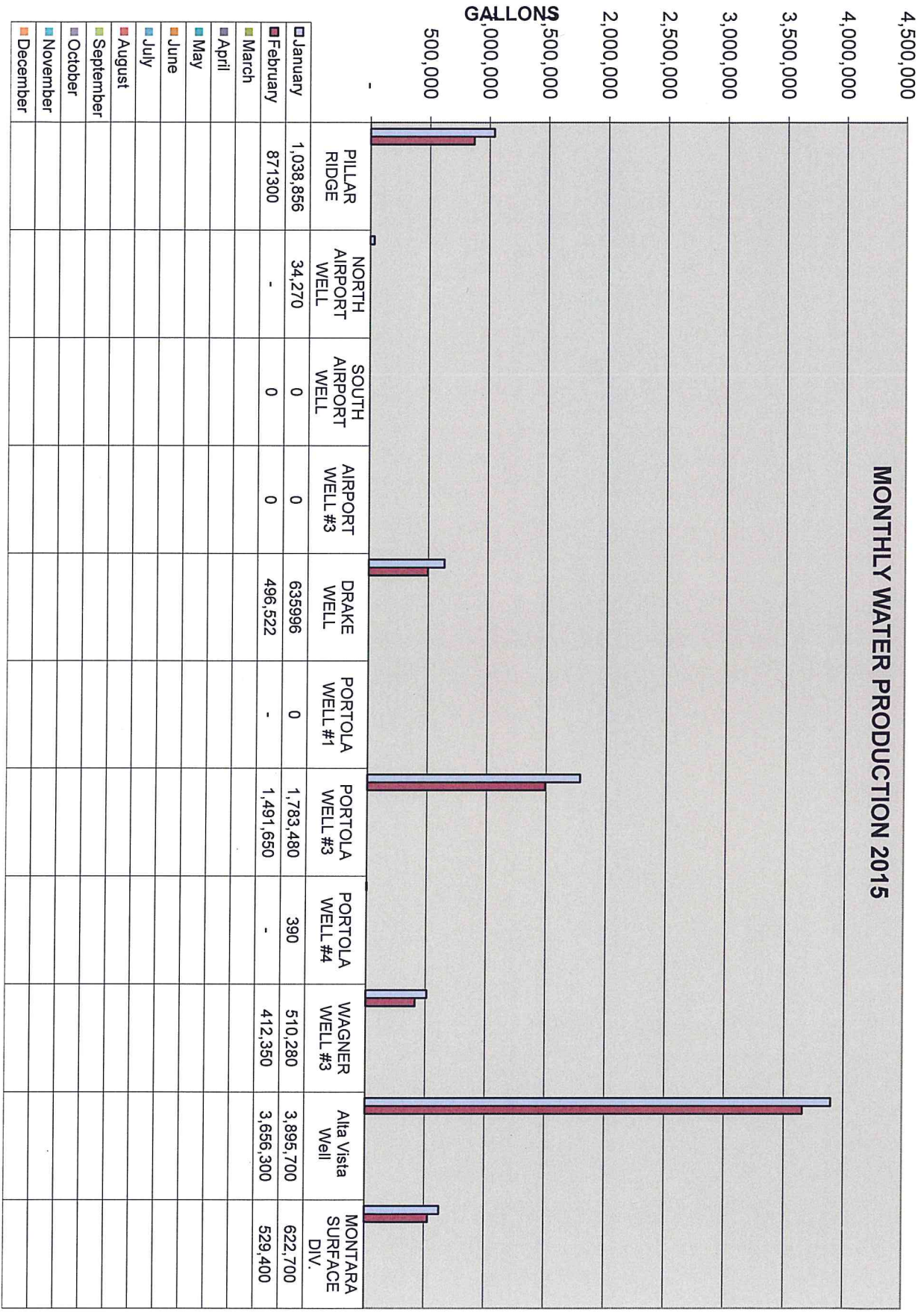
The attached two charts summarize the monthly water production for the District. The first shows a consolidated report from all sources by month. The second shows each water source the District uses, both wells and surface water. The production is shown in gallons of water produced.

RECOMMENDATION:

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

Attachments

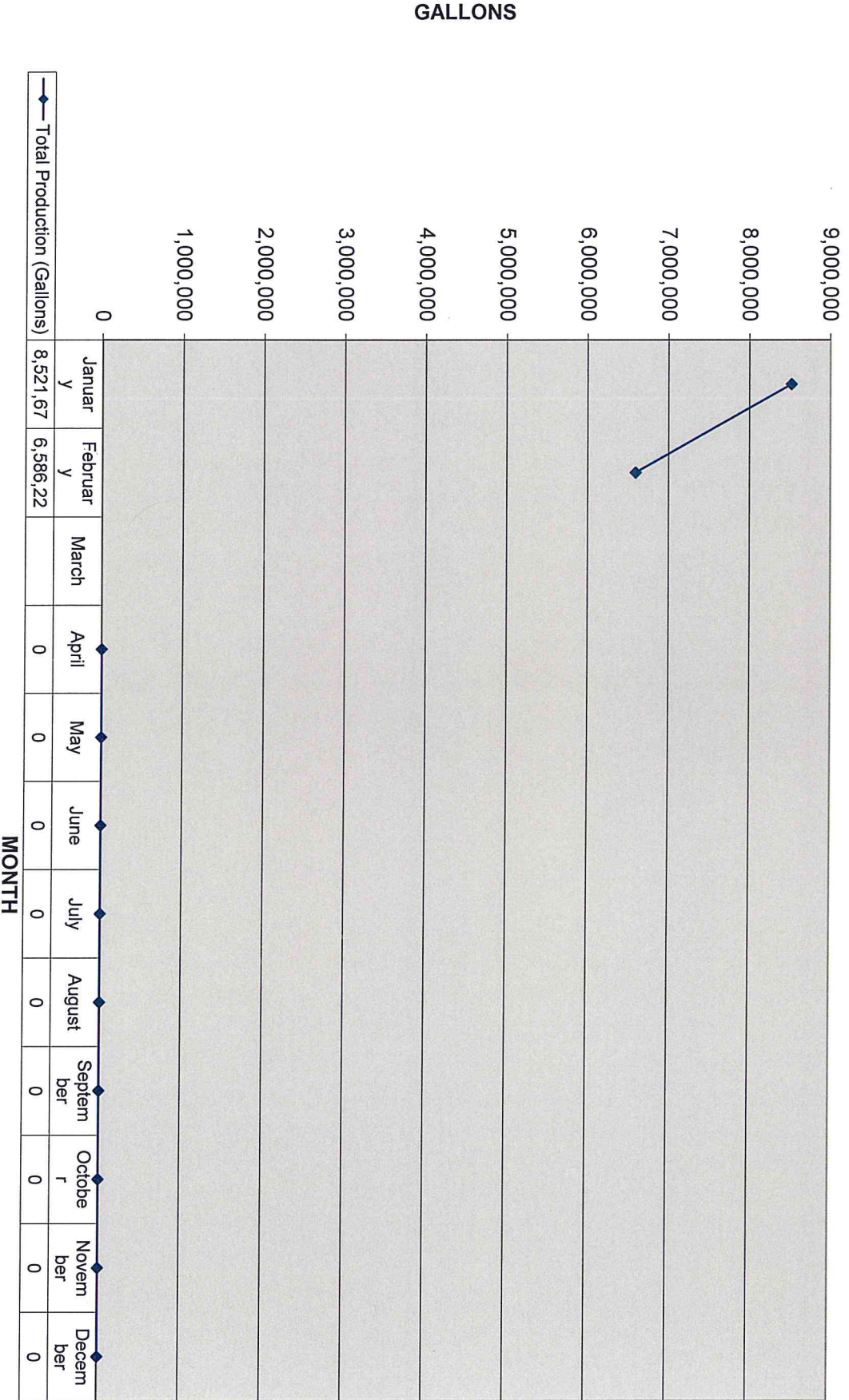
MONTHLY WATER PRODUCTION 2015

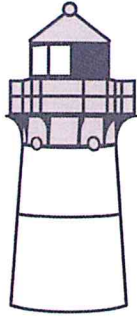


GALLONS

- January
- February
- March
- April
- May
- June
- July
- August
- September
- October
- November
- December

Total Production 2015(Gallons)





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 2nd, 2015**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

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

SUBJECT: Rain Report

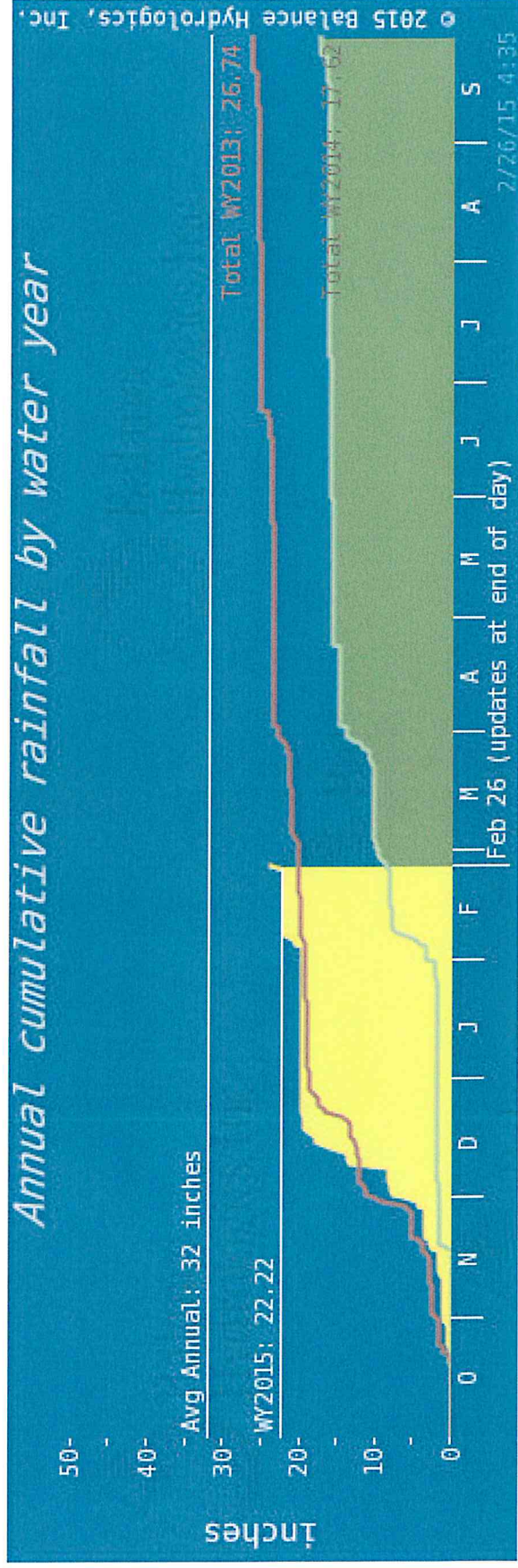
The attached chart shows the monthly rainfall at the Alta Vista Treatment Plant for the current and prior fiscal years along with the seven year average of rainfall.

RECOMMENDATION:

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

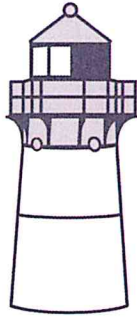
Attachment

Annual Cumulative Rainfall



Monthly Rainfall Report Oct 2014 – Sept 2015





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 2nd, 2015**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

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

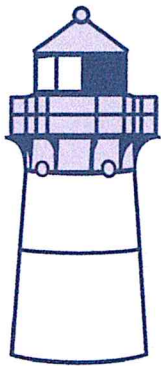
SUBJECT: Monthly Solar Energy Report

The attached chart summarizes the monthly solar production at the Alta Vista Array. Since the installation of the solar panels the District produced 33627 kWh and saved 57166 lbs of CO₂.

RECOMMENDATION:

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

Attachments



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 2, 2015**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

**SUBJECT: Review and Possible Action Concerning
Possible Leak Adjustment for 148 Marine**

The District received a request to consider an adjustment to the sewer service charge for 148 Marine due to an irrigation leak. The property owners 2014/2015 sewer service charge assessment was based on 110 HCF 2013/2014 wet weather usage. Moss Beach average usage records for two prior wet weather periods show an average of 20 HCF for single family dwelling. The total excessive usage is 90 HCF.

$10 \text{ HCF} + 10\text{HCF} = 20 \text{ HCF}$ (January and March average combined)
 110 HCF (used) -20 HCF (average) = 90 HCF Excessive usage

The District verified the source of the water usage on the property and was able to determine that a leak in the irrigation system was at fault for the high usage. Leak was fixed and high usage ended on January 16th , 2014.

If it is determined that the leak did not enter the sewer system, per the District's refund policy the average usage can be used to calculate the assessment. The customer should then be assessed for 20 HCF for 13/14 wet weather period.

If the Board authorizes issuing a refund for the excessive water usage, the customer should receive \$3539.70 (90 HCF x \$39.33) for the excess usage.

RECOMMENDATION:

Authorize a refund of \$3539.70 for the 14/15 sewer service charge.

Attachments

For Account: 83-3276-7
Name: MAPA BETTINA
Service Address: 148 Marine Blvd
 Moss Beach CA 94038 9403

Total Due: -\$61.72
Current: -\$61.72
Past 1: \$0.00
Past 2: \$0.00
Past 3: \$0.00

Read Date	Reading	Usage	Meter	Est	Utility	Rate	Charge
01/15/2014	1216	22.00	06312950	No	W	D1	\$214.54
01/02/2014	1194	66.00	06312950	No	W	D1	\$916.99
11/01/2013	1128	34.00	06312950	No	W	D1	\$388.99
09/03/2013	1094	46.00	06312950	No	W	D1	\$564.58

For Account: 83-3276-8
Name: GIBSON PAMELA
Service Address: 148 Marine Blvd
Moss Beach CA 94038 9403

Total Due: \$0.00
Current: \$0.00
Past 1: \$0.00
Past 2: \$0.00
Past 3: \$0.00

Read Date	Reading	Usage	Meter	Est	Utility	Rate	Charge
06/13/2014	1249	4.00	06312950	No	W	D1	\$60.59
05/01/2014	1245	7.00	06312950	No	W	D1	\$51.85
03/03/2014	1238	22.00	06312950	No	W	D1	\$214.54

For Account: 83-3276-9
 Name: MCCARDY MARCIA
 Service Address: 148 Marine Blvd
 Moss Beach CA 94038 9403

Total Due: \$199.80
 Current: \$199.80
 Past 1: \$0.00
 Past 2: \$0.00
 Past 3: \$0.00

Read Date	Reading	Usage	Meter	Est	Utility	Rate	Charge
01/02/2015	1339	18.00	06312950	No	W	Multi 2 Un	\$148.62
11/03/2014	1321	26.00	06312950	No	W	D1	\$275.02
09/02/2014	1295	19.00	06312950	No	W	D1	\$188.29
07/01/2014	1276	27.00	06312950	No	W	D1	\$287.41

General Work Order

Work Order	Type	Status	Priority	Account Number	Status
140115110427	PROF	LOG	1	83-3276-7	OFFB

General | Premise | Meter | Backflow | Dispatch

Work Order Type	PROF	Caller		Date Wanted	1/15/2014
Priority	1	Day Phone	(650) 219-7325	Time Wanted	AM

Comments/Instructions

Enter any comments or instructions for the Work Cre

ON leak report, 66 units used. Tenant moved out, owner to occupy 1/16/14. Owner is Pamela Gibson 650-563-9584. Read 1216 Leak @ .45 gpm discovered on irrigation system. Valved off @ BFP-e-mailed owner to inform. Informed customer (tenant who is moving out), who said they will call the owner. Owner Pamel Gibson 650-563-9584 is not a working #

 Previous	 Next	 Print	 Dispatch	 Ok	 Cancel	 Log
--	---	---	--	--	--	---

<*> Mo' ra <*>
 CONNECT - Met. Reading System
 Copyright 2014 Badger Meter, Inc.
 01-06-2014 08:17:49
 Read Type Is (h,l,r) OR Tamper Mode Set OR Trouble Code Set

Made 1-10-17

Exception Report - Symbol/Radix/ReadAll/ORION Vehicle

Account #	Name	Address	Read Date/Time	Mod Ser #	Mtr Ser #	Read Type	Read Mode	Pres Read	High Limit	Low Limit	Seq #	Reader Codes	Comment Tr
83-0193-12	TAMO, CLAIRE	11 Juliana Ave	01/02/2014 08:50:00	71254313	06312966	H/D	L	563	6	6		SIC 130	
83-1100-0	Bostow, Sandra	474 California Ave	01/02/2014 08:54:06	71254392	06313040	H/D	L	149	4	4		SIC 370	
83-1340-0	Sisters of Presentat	307 California Ave	01/02/2014 08:57:04	71253540	06313057	H/D	L	109	3	3		SIC 475	
83-1640-5	RUSSELL, MARCELLA	323 Nevada St	01/02/2014 08:57:18	71253523	06313065	H/D	L	1017	45	45		SIC 585	
83-1680-0	Smith, Peggy	364 The Strand	01/02/2014 08:54:11	71254351	06313030	H/D	L	253	8	8		SIC 605	
83-1790-0	NOYES, MAX	422 Nevada St	01/02/2014 08:54:22	70686884	06313106	H/D	L	419	21	21		SIC 635	
83-1817-6	WINANS, RICK	450 Nevada St	01/02/2014 08:57:23	71253765	06313094	H/D	L	906	21	21		SIC 660	
83-1350-1	KANE, GERRY	300 California Ave	01/02/2014 08:59:18	71254508	06312830	H/D	L	154	3	3		SIC 140	
83-2210-0	Harris, Janet	279 Virginia Ave	01/02/2014 08:59:08	71253736	06312836	H/D	L	849	24	24		SIC 160	
83-2437-0	Wallace, Lincoln	1040 Park Way	01/02/2014 09:10:58	71253967	06312853	H/D	L	867	46	46		SIC 560	
83-2486a-2	SEAL COVE INN LLC,	221 Cypress Ave		71303268	06312888							SIC 515	
83-3276-7	MAPA, BETTINA	148 Marine Blvd	01/02/2014 09:10:55	71254208	06312950	H/D	L	1194	51	51		SIC 585	
83-3400-0	Devereux, Sister Shei	120 Alton Ave	01/02/2014 09:11:13	71254139	06312945	H/D	L	813	46	46		SIC 605	
83-3550-0	Trujillo, Bryan	1065 Park Way	01/02/2014 09:10:57	71254008	06312850	H/D	L	350	9	9		SIC 630	
83-3915-7	MESSICK, LYNN	51 Precita Ave	01/02/2014 09:19:26	71252452	06311671	H/D	L	735	18	18		SIC 125	
83-3950-4	Hows, Donald	66 Madrone Ave	01/02/2014 09:18:53	71252333	06312215	H/D	L	324	12	12		SIC 210	
83-3970-1	WAKASA, LESLIE	70 Bernal Ave	01/02/2014 09:19:30	71252517	06311688	H/D	L	717	14	14		SIC 195	
83-4288-1	Brewer, Dave	111 Madrone Ave	01/02/2014 09:21:47	71252398	06311663	H/D	L	461	20	20		SIC 240	

*11/20/17
 J. L. Cane*



MONTARA WATER & SANITARY DISTRICT

Serving the Communities of Montara and Moss Beach

P.O. Box 370131
8888 Cabrillo Highway
Montara, CA 94037-0131

Tel: (650) 728-3545
Fax: (650) 728-8556
E-mail: mwsd@coastside.net
Visit Our Web Site: <http://mwsd.montara.org>

DRAFT

February 4, 2015

Mr. and Mrs. McCardy
148 Marine Blvd.
Moss Beach, CA 94038

The new calculations we have for the 2014 tax roll bill for 037-223-030 are the following:

Moss Beach average usage for January/February 2014 was 10 units

Moss Beach average usage for March/April 2014 was 10 units.

Based on this information, we have re-calculated your sewer service charges as follows:

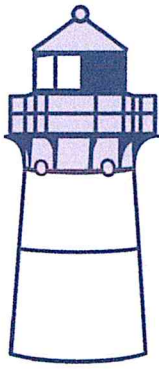
20 units X \$39.33 equals \$786.60

What you were charged	\$4326.30
Minus	<u>786.60</u>
Total Refund	\$3539.70

If you have any questions regarding our refund calculations, please feel free to call me at any time at the numbers indicated below.

Sincerely,

Judy Gromm
District Clerk
Montara Water & Sanitary District
650-728-3545



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 2, 2015**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

**SUBJECT: Review and Possible Action Concerning
Possible Leak Adjustment for 360 14th St.**

The District received a request to consider an adjustment to the water bill and sewer service charge for 360 14th St. due to an irrigation leak. The property owners 2014/2015 sewer service charge assessment was based on 66 HCF 2013/2014 wet weather usage. Customer specific usage records for two prior wet weather periods show an average of 39 HCF for the property. The total excessive usage is 27 HCF.

$23\text{HCF} + 16\text{CHF} = 39\text{ HCF}$ (December and February average combined)
 $66\text{ HCF (used)} - 39\text{ HCF (average)} = 27\text{ HCF Excessive usage}$

The District verified the source of the water usage on the property and was able to determine that a leak in the irrigation system was at fault for the high usage. Leak was fixed and high usage ended on January 30, 2015.

If it is determined that the leak did not enter the sewer system, per the District's refund policy the average usage can be used to calculate the assessment. The customer should then be assessed for 39 HCF for 13/14 wet weather period.

If the Board authorizes issuing a refund for the excessive water usage, the customer should receive \$1061.91 (27 HCF x \$39.33) for the excess usage.

During the investigation of the leak refund, the customer notified the District that his property has a second unit. This was confirmed by District staff. The District has not assessed the property for two units in the past. Current County records do also not show the property as legal two unit structure, however, District records proof a successful MWSD and County legalization of the Granny Unit. Staff will assess the property as two units with a minimum sewer service charge of 32 HCF and water billing in accordance with two units going forward. A water refund of \$151.78 will be credited, based on the entire length of the leak of 6 months.

RECOMMENDATION:

Authorize a refund of \$1061.91 for the 14/15 sewer service charge.
Attachments

Cust. Name Regan Daniels
Address 360 14th st
Billing Period 8/1/14 - 2/2/15
Calculation for Water Bill

Total Units Billed

Tier 1 units 0 - 6	\$ 7.43	x	18	units	\$ 133.74
Tier 2 units 7 - 13	\$ 9.91	x	21	units	\$ 208.11
Tier 3 units 14 - 27	\$ 12.39	x	41	units	\$ 507.99
Tier 4 units 28 and over	\$ 17.35	x	16	units	\$ 277.60

Totals for units used 96 \$ 1,127.44
Customer average equals units 60 (2 year Average)
Excess usage due to leak equals units 36

Calculations for Adjustment: 10/01/2014, 12/01/2014, 2/02/2015

Tier 1 units 0 - 6	\$ 7.43	x	18	units	\$ 133.74
Tier 2 units 7 - 13	\$ 9.91	x	21	units	\$ 208.11
Tier 3 units 14 - 27	\$ 12.39	x	21	units	\$ 260.19
Tier 4 units 28 and over	\$ 17.35	x		units	\$ -
Excess usage at Tier 2 Rate	\$ 9.91	x	36	units	\$ 356.76

Total Calculations for Adjustment \$ 958.80

Billed Units		\$ 1,127.44
Minus Total Calculations for Adjustment	minus	\$ 958.80
		\$ 168.64
Minus 10% processing fee	minus	\$ 16.86
Bill Adjustment Due	Total Adjustment	\$ 151.78

Please note: Adjustments to be given once every 5 years only.

Total Owed this Billing Period (previous statement minus Adjustment) \$ 1,026.84

Total Includes regular service charge. (\$51.18)

For Account: 84-9900-5
Name: DANIELS REGAN
Service Address: 360 14th St
 Montara CA 94037 9403

Total Due: \$0.00
Current: \$0.00
Past 1: \$0.00
Past 2: \$0.00
Past 3: \$0.00

Read Date	Reading	Usage	Meter	Est	Utility	Rate	Charge
02/02/2015	693	26.00	06312463	No	W	D1	\$275.02
12/01/2014	667	40.00	06312463	No	W	D1	\$512.96
10/01/2014	627	30.00	06312463	No	W	D1	\$339.46
08/01/2014	597	19.00	06312463	No	W	D1	\$188.29
06/02/2014	578	24.00	06312463	No	W	D1	\$238.12
04/01/2014	554	16.00	06312463	No	W	D1	\$143.80
02/03/2014	538	19.00	06312463	No	W	D1	\$179.17
12/02/2013	519	30.00	06312463	No	W	D1	\$322.99
10/01/2013	489	21.00	06312463	No	W	D1	\$202.75
08/01/2013	468	23.00	06312463	No	W	D1	\$217.69
06/03/2013	445	32.00	06312463	No	W	D1	\$342.40
04/01/2013	413	16.00	06312463	No	W	D1	\$138.31
02/01/2013	397	13.00	06312463	No	W	D1	\$104.29
12/04/2012	384	16.00	06312463	No	W	D1	\$138.31
10/01/2012	368	22.00	06312463	No	W	D1	\$206.35
08/01/2012	346	25.00	06312463	No	W	D1	\$240.37
06/01/2012	321	24.00	06312463	No	W	D1	\$220.18
04/02/2012	297	18.00	06312463	No	W	D1	\$154.78
02/01/2012	279	2.00	06312463	No	W	D1	\$13.08

Water Usage 

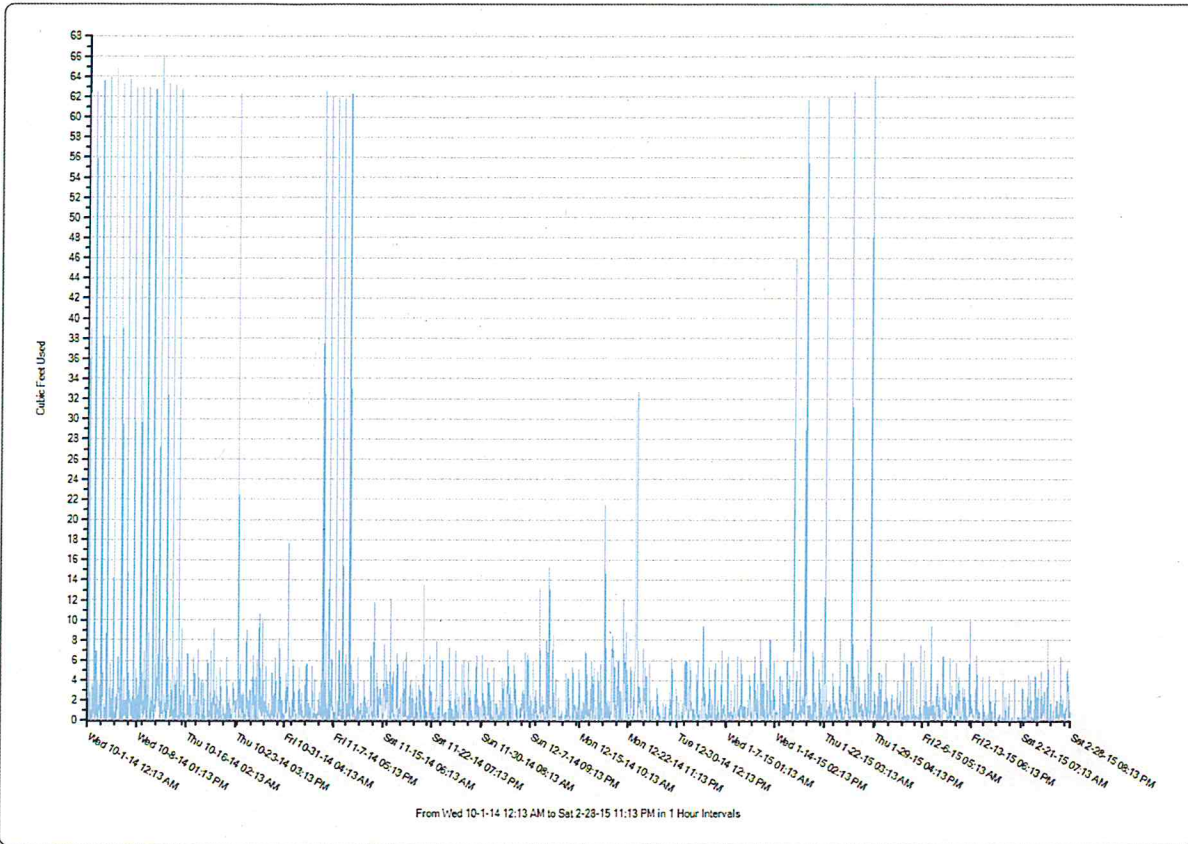
Water average 

Sewer Usage 

Sewer average 

ORION Profile Viewer - Copyright 2015 Badger Meter, Inc.

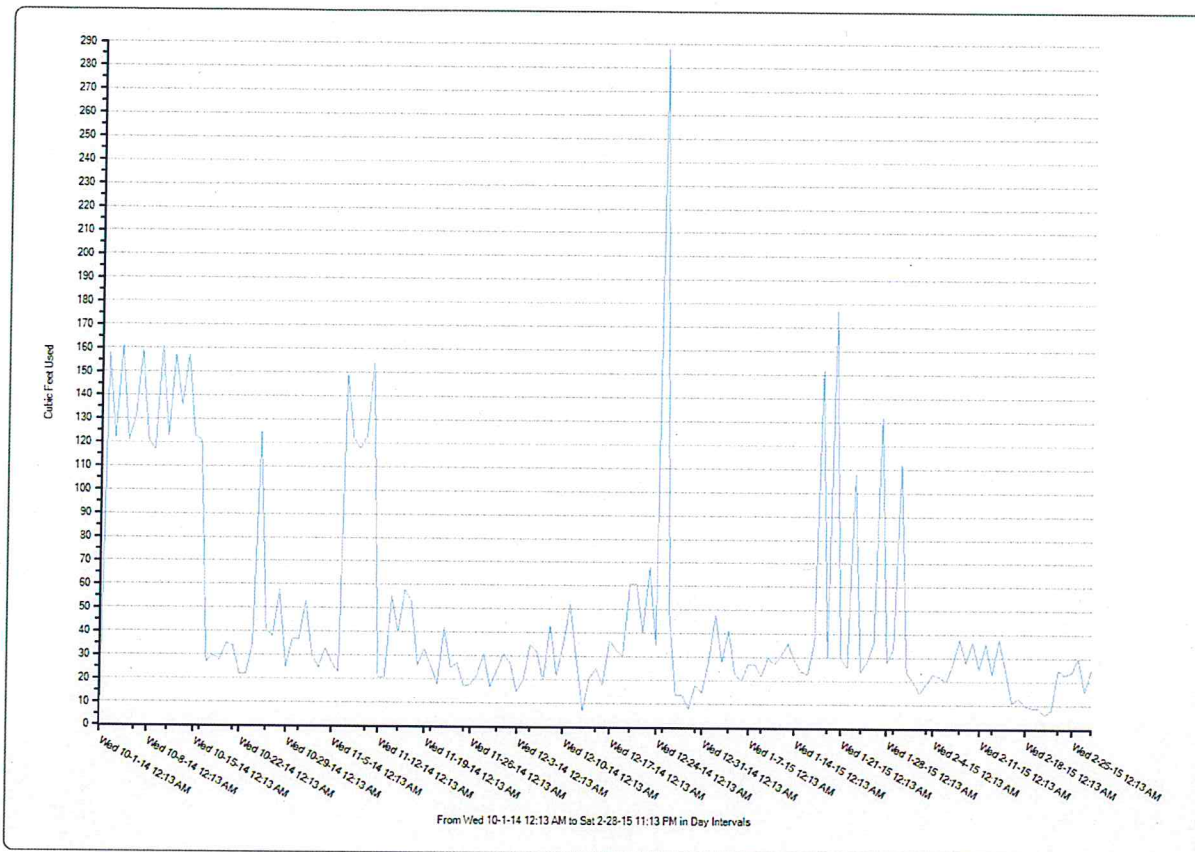
ORION Meter Reading Profile
Serial# 71252187



Profile Name: 71252187 20150303 1114

ORION Profile Viewer - Copyright 2015 Badger Meter, Inc.

ORION Meter Reading Profile
Serial # 71252187



Profile Name: 71252187 20150303 1114

J.J. Smith Landscape Design

P.O. Box 371622

Montara, CA 94037

650-678-0831

870146

landmith43@yahoo.com

Date: 2-13-2015

To Whom It May Concern,

I installed an irrigation system for John Qaqundah and Regan Daniels at 360 14th Street, Montara, CA 94037 around mid-year, 2013. This system was designed to drip irrigate some plantings intended to help provide erosion-control behind their house.

I was alerted to a possible leak by John about two weeks ago and discovered a slow leak from a manifold that is connected to the automatic irrigation valves. It is likely the leak had been ongoing undetected for several weeks.

I have fixed the leak and we're continuing to monitor the system.

Please feel free to call me at my number below if you wish to discuss this matter further.

Thank you,

John J. Smith
650-678-0831

A handwritten signature in black ink, appearing to read 'John J. Smith', with a long, sweeping horizontal stroke at the end.

February 27, 2014

TO: Montara Water & Sanitary District Board of Directors

FROM: John Qaqundah and Regan Daniels

360 14th Street

Montara, CA 94037

650-728-8075 (H)

415-713-9297 (C)

Account # 84-9900-5

RE: Leak Adjustment and Refund

Dear Montara Water & Sanitary District,

We recently discovered a leak in our newly installed irrigation system which resulted in a significant loss of water into the ground and which is currently being repaired. We are writing to petition for an adjustment to our water bill for the October 2014 through February 2015 billing cycle and also to our sewer service charge for November through February.

Enclosed, please find a letter from our landscaper explaining the leak, as well as photographs of the leak in the irrigation manifold. The leak was outside and the water discharged into the ground, not into the sewage system.

You may contact either Regan or me with questions at the numbers above or our landscaper John Smith at his contact info located on his letterhead.

Thank you for your time and consideration.

A handwritten signature in black ink, appearing to read "John Qaqundah". The signature is fluid and cursive, with a long horizontal stroke at the end.

John Qaqundah

Julian Martinez

From: John Qaqundah [jqaqundah@gmail.com]
Sent: Friday, March 20, 2015 8:11 PM
To: Julian Martinez
Cc: Regan Daniels
Subject: Re: Profile data from July 14-March 15

Hi Julian,

Sorry, I forgot to also ask about the two-unit status of our property so that we can be charged more appropriate tier rates going forward.

Thanks,
jq

On Friday, March 20, 2015, John Qaqundah <jqaqundah@gmail.com> wrote:
Hi Julian,

Thanks again for sending the meter data.

Looking at the daily numbers, and even more so from the hourly usage, it is clear that the irrigation system leak we uncovered is responsible for the large water losses we see on the meter usage history. In fact, the leakage seems to be worse than we originally thought. Since it was all discharged into the ground it was hard to tell the extent without seeing this data.

The leak spans several months. You can see the initial loss beginning September 27 and then stopping on October 17. When the system turned on it gushed 64 and 29 consecutive units at the same time each day for 20 days in a row. It then happened again between November 7 and 11. The worst single day discharge was on December 25 (actually listed as the 24th on the hourly report) at 288 units. Here you can see that the system was gushing 31 units per hour during the middle of the night.

We did not receive a leak notice from the Montara Water Dpt because, as you had mentioned, irrigation systems are good at evading the leak detection system. However when we noticed that our water bills far exceeded our usage, we began our investigation and in mid January discovered the irrigation leak. John Smith began working on the system and had himself caused further discharge of water from the system while testing it. We have since turned the system off until we can be sure the leak is fixed.

We are kindly asking for a one-time adjustment to our October, December and February bills to help offset the higher tier pricing which resulted from this leak. As part of this adjustment we ask that our Sanitary usage amount also be adjusted, especially since this water never entered the sewage system.

I am happy to attend a board meeting to appeal my case in person and understand that I might have that opportunity on April 2. Please confirm with me that I will be on the agenda.

Please also let me know what other information you require from me.

Thanks again for your time.

John Qaqundah

On Thu, Mar 19, 2015 at 3:40 PM, Julian Martinez <julian@coastside.net> wrote:

John,

Please see attached.

We have truncated the start time so that it is in step with the calendar day.

Note that the date of July 1, only reflects 13 minutes rather than a whole 24 hour period.

Julian Martinez

Superintendent

Montara Water & Sanitary District

8888 Cabrillo Hwy

Montara, CA 94037

PHONE: [650-728-1054](tel:650-728-1054)

FAX: [650-728-8556](tel:650-728-8556)

julian@coastside.net



This email is free from viruses and malware because [avast! Antivirus](#) protection is active.

Property Detail

San Mateo, CA MARK CHURCH, ASSESSOR

Parcel # (APN): **037-015-150** Use Description: **RESID. SINGLE FAMILY**
 Parcel Status: **ACTIVE**
 Owner Name: **QAQUNDAH JOHN
DANIELS REGAN**
 Mailing Address: **P O BOX 370510 MONTARA CA 94037**
 Situs Address: **360 14TH ST MONTARA CA 94037**
 Legal
 Description: **LOTS 8 9 32 & 33 BLK 36 FARALLONE CITY R**

ASSESSMENT

Total Value: **\$1,001,716** Use Code: **01** Zoning:
 Land Value: **\$500,858** Tax Rate Area: **087076** Census Tract: **6136.00/1**
 Impr Value: **\$500,858** Year Assd: **2012** Improve Type:
 Other Value: Property Tax: Price/SqFt: **\$203.69**
 % Improved **50%** Delinquent Yr
 Exempt Amt: HO Exempt?: **N**

SALES HISTORY

	<u>Sale 1</u>	<u>Sale 2</u>	<u>Sale 3</u>	<u>Transfer</u>
Recording Date:	01/12/2012	06/28/2001	03/19/1999	01/12/2012
Recorded Doc #:	2012003994	2001096948		2012003994
Recorded Doc Type:				
Transfer Amount:	\$829,000	\$835,000	\$800,000	
Sale 1 Seller (Grantor):				
1st Trst Dd Amt:	Code1:	2nd Trst Dd Amt:	Code2:	

PROPERTY CHARACTERISTICS

Lot Acres: 0.275	Year Built: 1976	Fireplace:
Lot SqFt: 12,000	Effective Yr:	A/C:
Bldg/Liv Area: 4,070		Heating: CENTRAL
Units:	Total Rooms: 13	Pool:
Buildings:	Bedrooms: 5	
Stories: 2.0	Baths (Full): 4	Park Type: BASEMENT
Style:	Baths (Half):	Spaces: 2
Construct:		Site Infnce:
Quality:	Garage SqFt:	
Building Class:		Timber Preserve:
Condition:		Ag Preserve:
Other Rooms:		

 Print

APN : 037-015-150

Display Mode

1027

First owner: QAQUNDAH J & DANIELS R TRUST

Tax code area: 087-076

Second owner:

Exemption CD: 22 00 00 00

c/o Mailing

Land value: \$ 424,709

Address: P O BOX 370510

Improvements: \$ 424,709

City: MONTARA

State: CA Zip Code: 94037

Location: Street number: 360

Street name: 14TH ST

Business name:

Premise: 84-9900

Address: 360 14TH ST

Comment:

May 16

Mar 19

Jan 30

Nov 21

Sep 23

Jul 32

Tot: 141

Assess: YES

Class:

RES-SINGLE

Septic:

Units:

Disc % .00

Strength: 1.00000

Flow: 49

Adj. Flow: 49

Previous flow: 29

Rate: 39.3300

Previous charge: \$ 1,107.34

Surcharge: \$.00

Current charge: \$ 1,927.18



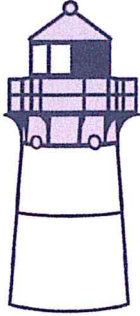
 Edit

 Search

 Previous

 Next

 Exit



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 2, 2015**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Review and Possible Action Concerning Facility Mapping Updates for Water and Sewer System GIS Maps

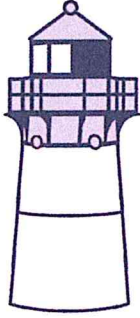
District Sewer System Map corrections and updates are a District administration function that happens on an annual basis, usually after each year's Sewer Improvement Projects (SIPs.) In the past information changes the JPA GIS system was requested through SAM's map management company (which has a JPA map for SAM) but results were poor and the District did not have interactive access to the electronic maps and data.

The purpose of the annual map updates is to include rehabilitated pipelines and make mapping corrections so maps better represent actual facility locations in the field. The work has been ongoing for the Sewer Facility, but no such electronic map or database has existed for the MWSD water system.

The sewer maps first existing in a paper form, and about 12 years ago it was transferred into CAD format. Then it was transferred to the SAM for a JPA consolidated map. After trouble with access, the District asked Nute Engineering bring the sewer system back in house in a GIS format for closer control over facility maps and asset management. Unfortunately much of the MWSD specific facility information in Sewer System Maps was lost or degraded, requiring extensive data reconstruction.

To improve the MWSD infrastructure management, in the summer of 2014, District staff asked Nute Engineering begin to undertake the development of a completely new GIS database and a map book for all the MWSD Water System facilities. The only existing map source information available was a single Wall Map provided to the District at the time of purchase of the water system. Additional information was gathered from aerial photography and some GIS grade survey data collection.

The first draft of the MWSD water system including water wells, pressure stations, thousands of water pipe segments, hundreds of valves and fire hydrants, water and chemical storage tanks is now complete and presented here. Maps include both an aerial picture background and APN map background versions for staff convenience to help locate facilities in the field.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 2, 2015**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

The total cost by Nute Engineering and their Surveyor Sub-consultant was just over \$38,000 for GIS work in the fiscal year 2014-2015. Of that, \$8,000 was spent on the Sewer Maps to re-construct the data to include MWSD specific information such as pipe information and manhole structure numbers on the maps and in GIS database. This is data that was degraded or lost by the company which has been managing the GIS data and maps for the JPA through SAM. The remaining \$30,000 was spent developing completely new electronic water facility maps and database, including performing field investigations, some select survey on Main Street and Kanoff Street in Montara, and manually transferring the existing wall map into an electronic format of the water system map.

Nute Engineering has reviewed the first draft of maps with District staff and is developing a list of updates based on actual field locations of water facilities, and plans later this year to target areas of specific importance for more detailed survey grade data collection. It is estimated that with a moderate annual expenditure of between \$15,000 and \$25,000 on the water side for the next 5 years, the District can complete the water system facility mapping with a high degree of accuracy and bring in house a computer system including software for GIS map use and updates and for facility management which will be available to staff for daily use.

Attachments



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 2, 2015**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

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

**SUBJECT: Review and Possible Action Concerning Sewer
Authority Mid-Coastside Annual Budget.**

The SAM Board authorized the distribution of the Sewer Authority Mid-Coastside (SAM) Joint Powers Authority Budget to the member agencies. At this time the Budget is presented for review and discussion. The SAM Budgets will be submitted for approval by this Board at a following meeting.

The full SAM Draft Budget can be reviewed at
<http://www.samcleanswater.org/agendas/2015/150323/201503235d.pdf>

RECOMMENDATION:

This is for Board discussion and information only.

Attachment