

# Montara Water and Sanitary District

*Serving the Community of Montara and Moss Beach*

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

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

# AGENDA

Regular Meeting

## District Board of Directors

8888 Cabrillo Highway  
Montara, California 94037

**June 4, 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**

1. Review and Possible Action Concerning Establishment of Prop 218 Limit for Water Rates.
2. Review and Possible Action Concerning Adoption of a Revised Master Fee Schedule.
3. Review and Possible Action Concerning Resolution Overruling Protests and Confirming Reports on Sewer Service Charges, Delinquent Sewer Service Charges, Delinquent Refuse Collection Charges and Delinquent Water Charges for FY 2014-2015.

## **CONSENT AGENDA**

1. Approve Minutes for May 7, 2015.
2. Approve Financial Statements for April 2015.
3. Approve Warrants for June 1, 2014.
4. SAM Flow Report for April 2015
5. Monthly Review of Current Investment Portfolio.
6. Connection Permit Applications Received.
7. Monthly Water Production Report for April 2015.
8. Rain Report.
9. Solar Energy Report.

## **OLD BUSINESS**

1. Review and Possible Action Concerning Approval of Sewer Authority Mid-Coastside Budgets.
2. Review and Possible Action Concerning Approval of Water and Sewer Budgets and Capital Improvement Programs.

## **NEW BUSINESS**

1. Review and Possible Action Concerning Adoption of Proposed PARS Pension Plan.
2. Review and Possible Action Concerning Cancellation of Next Regular Scheduled Meeting 6/18/15 and Moving the 7/02/15 Regular Scheduled Meeting to 7/09/15.

## **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)

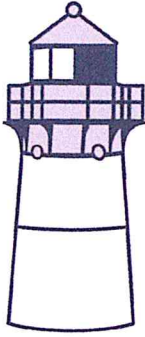
## **FUTURE AGENDAS**

## **ADJOURNMENT**

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](http://www.mwsd.montara.org)) subject to staff's ability to post the documents before the meeting.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 4, 2015**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

A blue ink handwritten signature, likely belonging to Clemens Heldmaier, is written over the 'FROM' line.

**SUBJECT: Review and Possible Action Concerning  
Establishment of Prop 218 Limit for Water  
Rates.**

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Notices were mailed to all 1728 property owners and customers in Montara and Moss Beach notifying them about the planned rate increase for July 1, 2015.

The planned rate increase suggests annual increases of 3% for the coming 4 years to all water service charges. Staff asked Bartle Wells to present a history of MWSD Water rates since the acquisition in 2003.

At the preparation of this agenda item a total of three (3) written protests have been received. However, a full final count will be made at the public hearing since more may be received by that time.

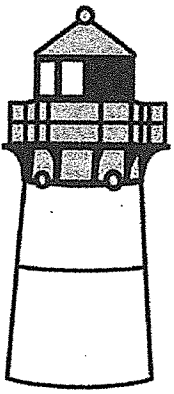
The purpose of this meeting is to formally count the number of written protests received. If written protests are submitted against the proposed fees or against a particular fee by the owners of a majority of the parcels, the fees or fee will not become effective.

## RECOMMENDATION:

Open the public hearing, allow relevant testimony, close the public hearing and count all allowable Prop 218 protests received. Determine whether or not the proposed rate limits should be approved in accordance with Prop 218. Adopt Ordinance No. \_\_\_\_\_, Ordinance of the Montara Water and Sanitary District Establishing Maximum Water Rates.

Attachments





# Montara Water & Sanitary District

## NOTICE OF PUBLIC HEARING ON PROPOSED INCREASES TO WATER RATES & PRIVATE FIRE PROTECTION CHARGES

This Notice provides information about proposed increases in water rates and charges, and a public hearing at which public comments will be considered and the proposed increase voted on by the District Board of Directors.

**HEARING DATE:** Thursday, June 4, 2015

**HEARING TIME:** 7:30 p.m.

**LOCATION:** Montara Water and Sanitary District

8888 Cabrillo Highway

Montara, CA 94037

(Adjacent to the Point Montara Lighthouse & Hostel)

*Dear Property Owner or Customer,*

Montara Water and Sanitary District is proposing to adopt small annual adjustments to its water rates over the next four years. The proposed increases are designed to cover all costs of providing reliable water service and to keep up with rising costs due to inflation.

The District's water utility relies primarily on revenues from water service charges to fund the costs of providing service. As such, water rates must be set at levels adequate to fund: the costs of operating and maintaining the water system; meeting debt service obligations; and funding necessary upgrades to the water pipelines, pumps, treatment units and storage tanks.

### **Actions to Reduce Costs and Funding Needs.**

The District last adopted two years' of water rate adjustments in 2010. The District has worked consistently to decrease costs. Due to these successful cost control measures and other factors, the District was able to raise rates slower than anticipated and keep the current proposed increases to a low level.

### **Examples of cost savings include:**

- Saved \$1 million by rejecting a first round of bids to build a large water tank and then modifying the design before rebidding.
- Successfully obtained a low-interest-rate loan from the State to help fund the new Alta Vista water storage tank. The loan carries an excellent 2.3% interest rate.
- The District has substantially reduced future funding projections for its capital improvement program, including eliminating the need for a new \$1.5 million water treatment facility.
- The District was able take advantage of low interest rates to refinance prior debt and achieve savings.

**PLEASE CONTACT US IF YOU HAVE QUESTIONS OR COMMENTS**

Tel: (650) 728-3545 • Email: [mwsd@coastside.net](mailto:mwsd@coastside.net) • Write: P.O. Box 370131 Montara, CA 94037-0131

# Fire Protection Service Charges

Protection charges over the next two years as shown on the tables on these pages.

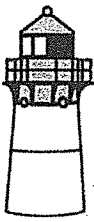
## Proposed Private Fire Protection Service Charges

The District is also proposing to adopt small annual adjustments to its Private Fire Protection Service Charges as shown on the table below. These charges are fixed charges based on meter size.

PROPOSED PRIVATE FIRE PROTECTION SERVICE CHARGES					
	Current Charges	Proposed Charges Effective On or After			
		July 1, 2015	July 1, 2016	July 1, 2017	July 1, 2018
<b>Proposed Increase %</b>		3%	3%	3%	3%
<b>Private Fire Protection Charge per Month</b>					
Up to 4-inch connection	\$15.44	\$15.90	\$16.38	\$16.87	\$17.38
6-inch connection	21.89	22.55	23.23	23.93	24.65
8-inch connection	29.17	30.05	30.95	31.88	32.84
10-inch connection	61.48	63.32	65.22	67.18	69.20
12-inch connection	85.81	88.38	91.03	93.76	96.57

## How to Protest the Proposed Rate Increases

Property owners or customers may file written protests against the proposed rate increases. Pursuant to California law, protests must be submitted in writing and must a) identify the affected property or properties, such as by address, Assessor's Parcel Number, or customer account number; b) include the name and signature of the customer or property owner submitting the protest; and c) indicate opposition to the proposed water rate increases and/or private fire protection service charge increases. Protests submitted by e-mail, facsimile, or other electronic means will not be accepted. The proposed rates will not be adopted if written protests are received from a majority of affected parcels with one written protest counted per parcel. Written protests may be mailed to: District Clerk, Montara Water and Sanitary District, P.O. Box 370131, Montara, CA 94037. Written protests may also be delivered to the District's headquarters at 8888 Cabrillo Highway. All written protests must be submitted prior to the close of the Public Hearing.



# Montara Water and Sanitary District

P.O. Box 370131  
Montara, CA 94037  
Voice: 650-728-3545  
Email: [mwsd@coastside.net](mailto:mwsd@coastside.net)  
Web: [mwsd.montara.org](http://mwsd.montara.org)

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## DIRECTORS

Scott Boyd, President  
Jim Harvey, President Pro Tem  
Kathryn Slater-Carter, Treasurer  
Dwight Wilson, Secretary  
Bill Huber, Director

## GENERAL MANAGER

Clemens Heldmaier

This was mailed using a legally mandated list.  
If you do not receive water service from MWSD  
and received this in error, we apologize.

## Montara Water & Sanitary District - NOTICE OF PUBLIC HEARING ON PROPOSED INCREASES TO WATER RATES & PRIVATE FIRE PROTECTION CHARGES

### QUESTIONS OR COMMENTS?

If you have questions or comments, please:

Call: the District office at (650) 728-3545  
from 7:30 AM to 5:00 PM

Email: email address

Write: PO Box 370131, Montara, CA 94037

Web: Check our website for additional  
details. [www.montecitowater.com](http://www.montecitowater.com)

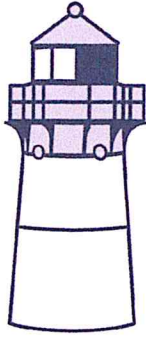
Participate: In the Public Hearing on  
Thursday, June 4, 2015 at 7:30 PM at:

Montara Water and Sanitary District  
8888 Cabrillo Highway, Montara, CA 94037  
(Adjacent to the Point Montara Lighthouse  
& Hostel)

### Actions to Improve Service

Since taking over a worn out water system from a private water company in 2003, Montara Water and Sanitary District has been systematically improving the water and sewer systems:

- Improving both water and sanitary service reliability and quality by investing about \$3 million each year in ongoing upgrades and repairs.
- Soon to have 1.3 million gallons of water storage—ready to meet customer water needs including fire and emergency needs any time, day or night.
- The District has been successful adding additional sources of local water supply and we have reliable water sources to meet local needs even during the drought. As a result, the local moratorium on new development has been lifted.
- The District acquired the private Pillar Ridge water production system and integrated its sources into its production portfolio adding flexibility, redundancy, and economies of scale



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 4, 2015**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Review and Possible Action Concerning  
Adoption of a Revised Master Fee Schedule.**

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

The new Sewer Service Charge rates will also be included in the proposed Master Fee Schedule.

The following are the major changes from the prior year:

- The Sewer Service Charge rate will be set at tonight's meeting to increase by 3% to 40.510. The increase is necessary to fund necessary capital improvements and increased SAM assessments.
- The Water Rates are set at the newly established maximum prop 218 level. If water sales stay the same as in the current year, the District will collect around 5% more water sales revenue. The increase is necessary to fund future capital improvements, increased debt service, additional personnel cost, and start building capital reserves..
- Connection Charges and other construction related fees have been increased by 1.78% in accordance with the California Construction Cost Index. The Application Fees and other Miscellaneous Fees that depend on District staff for review have been increased by 2.44% in accordance with the U.S. Bureau of Labor's Consumer Price Index (All Urban Consumers – SF-Bay).

## RECOMMENDATION:

Open the public hearing, consider relevant public testimony, close the public hearing, and adopt *Ordinance No.*\_\_\_\_\_. *Ordinance of the Montara Water and Sanitary District Restating and Amending Master Fee Schedule.*

Attachments

MWSD Master Fee Schedule  
Cost Increases  
June 2014

Fee	2014 Adjusted Fee	2015 CCI	2015 CPI	2015 Adjusted Fee
Sewer Connection Permit	\$22,967	1.0178		\$23,376
Fixture Unit Charge	\$919			\$935
Sewer Connection Permit--Paid Sewer Svc Chg	\$14,591	1.0178		\$14,851
Fixture Unit Charge--Sewer Service Paid	\$584			\$594
Connection Permit Administrative Fee	\$463		1.0244	\$474
Connection Permit Inspection Fee	\$437		1.0244	\$448
Remodel Permit Fee	\$324		1.0244	\$332
Second Unit Connection Fee--Studio	\$9,188	1.0178		\$9,352
Second Unit Connection Fee--One Bedroom	\$10,108	1.0178		\$10,288
Second Unit Permit Application	\$191		1.0244	\$196
Private Sewer System Permit	\$149		1.0244	\$153
Private Sewer Hydrologic Investigation	\$2,600	1.0178		\$2,646
Administrative Charge for Processing Del. Trash	\$40		1.0244	\$41
Charge for copying documents -FirstFour Pages	\$1.33		1.0244	\$1.36
Additional Pages	\$0.34		1.0244	\$0.35
<b>WATER CHARGES</b>				
Miscellaneous Service Fees:				
Check Not Honored by Bank	\$26		1.0244	\$27
Reconnection Fee due to non-payment	\$63		1.0244	\$65
Engineering Review Fee	\$2,507		1.0244	\$2,568
Hydrant Meter Deposit	\$1,133		1.0244	\$1,161
Service Charge for Posting Door Tag for Delinq. Acct	\$29		1.0244	\$30
Service Charge for Unauthorized Use of Fire Hydrant	\$134		1.0244	\$137
Cross Connection Control Device Test	\$101		1.0244	\$103
Fixture Unit Count	\$101		1.0244	\$103
<b>Private Fire Protection Connection Charge:</b>				
3/4" to 5/8" meter:	\$4,707	1.0178		\$4,791
1" meter	\$7,862	1.0178		\$8,002
1 1/2" meter	\$15,675	1.0178		\$15,954
2" meter	\$25,089	1.0178		\$25,536
3" meter	\$47,070	1.0178		\$47,908
4" meter	\$78,471	1.0178		\$79,868
6" meter	\$130,805	1.0178		\$133,133
8" meter	\$218,053	1.0178		\$221,934
10" meter	\$363,491	1.0178		\$369,961
<b>Water System Connection Capacity Charge:</b>				
5/8" x 3/4" meter	\$14,992	1.0178		\$15,259
3/4" meter	\$16,491	1.0178		\$16,785
1" meter	\$20,988	1.0178		\$21,362
1-1/2" meter	\$26,989	1.0178		\$27,469
2" meter	\$43,476	1.0178		\$44,250
3" meter	\$164,909	1.0178		\$167,844
4" meter	\$209,885	1.0178		\$213,621
Connection Permit Administrative Fee	\$463		1.0244	\$474
Connection Permit Inspection Fee	\$440		1.0244	\$451
California Cost of Construction Increase				
	Apr-14	5956		
	Apr-15	6062	1.78%	
Cost of Construction Increase				
US Bur. Of Labor All Urban Consumers-SF Bay				
	Apr-14	251.495		
	Apr-15	257.622	2.44%	



# Databases, Tables & Calculators by Subject

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include graphs  include annual averages

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Data extracted on: June 2, 2015 (4:02:15 PM)

## Consumer Price Index - All Urban Consumers

**Series Id:** CUURA422SA0,CUUSA422SA0  
 Not Seasonally Adjusted  
**Area:** San Francisco-Oakland-San Jose, CA  
**Item:** All items  
**Base Period:** 1982-84=100

**Download:** [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	HALF1	HALF2
2005		201.2		202.5		201.2		203.0		205.9		203.4	201.5	203.9
2006		207.1		208.9		209.1		210.7		211.0		210.4	207.9	210.6
2007		213.688		215.842		216.123		216.240		217.949		218.485	214.736	217.361
2008		219.612		222.074		225.181		225.411		225.824		218.528	221.730	223.804
2009		222.166		223.854		225.692		225.801		226.051		224.239	223.305	225.484
2010		226.145		227.697		228.110		227.954		228.107		227.658	226.994	227.944
2011		229.981		234.121		233.646		234.608		235.331		234.327	232.082	234.698
2012		236.880		238.985		239.806		241.170		242.834		239.533	238.099	241.201
2013		242.677		244.675		245.935		246.072		246.617		245.711	243.894	246.152
2014		248.615		251.495		253.317		253.354		254.503		252.273	250.507	253.463
2015		254.910		257.622										

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**RESOURCES**

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- [No Fear Act](#)
- [USA.gov](#)
- [Benefits.gov](#)
- [Disability.gov](#)

# California Construction Cost Index (CCCI)

Month	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005
January	6073	5898	5774	5683	5592	5260	5309	4983	4869	4620	4339
February	6077	5896	5782	5683	5624	5262	5295	4983	4868	4603	4362
March	6069	5953	5777	5738	5627	5268	5298	4999	4871	4597	4360
April	6062	5956	5786	5740	5636	5270	5296	5004	4872	4600	4393
May	6069	5957	5796	5755	5637	5378	5288	5023	4886	4599	4403
June		5961	5802	5754	5643	5394	5276	5065	4842	4593	4421
July		5959	5804	5750	5654	5401	5263	5135	4849	4609	4411
August		5959	5801	5778	5667	5401	5265	5142	4851	4616	4399
September		5959	5802	5777	5668	5381	5264	5194	4942	4619	4533
October		5969	5911	5780	5675	5591	5259	5393	4943	4867	4554
November		5981	5903	5779	5680	5599	5259	5375	4978	4891	4587
December		5977	5901	5768	5680	5596	5262	5322	4981	4877	4614
Annual % *		1.3%	2.3%	1.5%	1.5%	6.3%	-1.1%	6.8%	2.1%	5.4%	6.0%

The California Construction Cost index is developed based upon Building Cost Index (BCI) cost indices for San Francisco and Los Angeles produced by Engineering News Record (ENR) and reported in the second issue each month for the previous month. This table is updated at the end of each month.

The ENR BCI reports cost trends for specific construction trade labor and materials in the California marketplace.

\* Annual Percentage is calculated from December to December.

This page last updated: 5/12/15

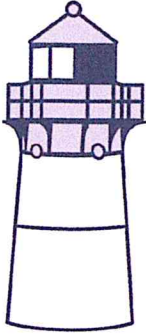
## **NOTICE OF PUBLIC HEARING**

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

**DATE:** June 4, 2015

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

**PLACE:** District Board Chambers  
8888 Cabrillo Highway  
Montara, CA 94037  
([www.mwsd.montara.com](http://www.mwsd.montara.com))



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 4, 2015**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Review and Possible Action Concerning Resolution Overruling Protests and Confirming Reports on Sewer Service Charges, Delinquent Sewer Service Charges, Delinquent Refuse Collection Charges and Delinquent Water Charges for FY 2015-2016.**

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The Health and Safety Code requires that in order for sewer service charges to be placed on the property tax roll a public hearing must be held. The proposed Sewer Service Charge rate is set at 40.510. The Code also provides for collection of delinquent water service and refuse collection charges under the tax roll. The District has adopted ordinances enabling collection of the sewer service and delinquent water and refuse collection charges under the property tax roll.

The attached notices regarding collection of the foregoing charges and delinquent charges were published in the HMB Review. The Board must now hold a public hearing at which time everyone is given the opportunity to speak regarding their proposed charges. Once the public hearing is held, the Board may then adopt the attached resolution that confirms the final charges, including any Board-directed changes, for the coming fiscal year.

## RECOMMENDATION:

Open the public hearing, allow pertinent public testimony, close the public hearing, and adopt RESOLUTION NO. \_\_\_\_\_, *Resolution of the Montara Water and Sanitary District Overruling Protests and Confirming Reports on Sewer Service Charges for Fiscal Year 2015-2016 and Delinquent Sewer Service, Refuse Collection and Water Service Charges for Fiscal Year 2014-2015, Certifying List of Lots or Parcels of Land and Corresponding Charges Against Said Lots or Parcels and Directing Transmittal of Said Certified List and Charges to County Controller for Entry on the Current Assessment Roll.*

Attachments

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT OVERRULING PROTESTS, CONFIRMING REPORTS ON SEWER SERVICE CHARGES FOR FISCAL YEAR 2014-2015 AND DELINQUENT REFUSE COLLECTION AND WATER SERVICE CHARGES FOR FISCAL YEAR 2014-2015, CERTIFYING LIST OF LOTS OR PARCELS OF LAND AND CORRESPONDING CHARGES AGAINST SAID LOTS OR PARCELS AND DIRECTING TRANSMITTAL OF SAID CERTIFIED LIST AND CHARGES TO COUNTY CONTROLLER FOR ENTRY ON THE CURRENT ASSESSMENT ROLL**

**WHEREAS**, a written Report containing a description of each parcel of real property that shall receive sewerage services and facilities from the District and the amount of the service charge for each such parcel for Fiscal Year 2015-2016 was prepared and filed with the Secretary of the District; and

**WHEREAS**, a written Report containing a description of each parcel of real property receiving refuse collection and recycling services from the District for which charges are delinquent and the amount of such delinquency for each designated parcel for Fiscal Year 2014-2015 was prepared and filed with the District Secretary; and

**WHEREAS**, a written Report containing a description of each parcel of real property receiving water services and facilities from the District for which charges are delinquent and the amount of such delinquency for each designated parcel for Fiscal Year 2014-2015 was prepared and filed with the Secretary of the District; and

**WHEREAS**, hearing was set for consideration of the Reports on Sewer Service Charges for Fiscal Year July 1, 2015 - June 30, 2016, Delinquent Refuse Collection Charges and Delinquent Water Service Charges for Fiscal Year July 1, 2014 - June 30, 2015 for the purpose of collecting said charges on the assessment roll of the County of San Mateo pursuant to Sections 5470 through 5473.11 of the California Health and Safety Code; and

**WHEREAS**, notice was given of the date, time and place of the above-mentioned hearing in accordance with the provisions of said Code; and

**WHEREAS**, said matter came on regularly for hearing as so noticed; and

**WHEREAS**, such written protests or other written communications objecting to the aforesaid Reports, or any of them, or any matter therein contained, that were submitted were considered by this Board at said hearing



## RESOLUTION NO. \_\_\_\_\_

### **RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT OVERRULING PROTESTS, CONFIRMING REPORTS ON SEWER SERVICE CHARGES FOR FISCAL YEAR 2014-2015 AND DELINQUENT REFUSE COLLECTION AND WATER SERVICE CHARGES FOR FISCAL YEAR 2014-2015, CERTIFYING LIST OF LOTS OR PARCELS OF LAND AND CORRESPONDING CHARGES AGAINST SAID LOTS OR PARCELS AND DIRECTING TRANSMITTAL OF SAID CERTIFIED LIST AND CHARGES TO COUNTY CONTROLLER FOR ENTRY ON THE CURRENT ASSESSMENT ROLL**

and all persons present and desiring to be heard were given the opportunity to be heard;

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

1. Objections to, and protests against, the above-described Reports of Sewer Service Charges for Fiscal Year 2015-2016 and Delinquent Refuse Collection Charges and Delinquent Water Service Charges, respectively, for fiscal year 2014-2015 proposed for collection on the assessment roll of the County of San Mateo were not made by owners of a majority of the separate parcels of property described in each of said Reports against which such charges for the corresponding services and facilities provided by the District were fixed.

2. Any and all objections to, and protests against, said Reports of Sewer Service Charges, Delinquent Refuse Collection Charges and Delinquent Water Service Charges have been heard and considered by this Board and said objections and protests shall be, and each of them is, hereby overruled.

3. Said Reports of Sewer Service Charges, Delinquent Refuse Collection Charges and Delinquent Water Service Charges are hereby adopted in full without revision, change, reduction, or modification of any charge specified therein for entry of said charges on the assessment roll, and the list of the lots or parcels of land as they appear on the current assessment roll subject to such charges and the amounts of the installments of such charges and the interest to be entered against such lots or parcels on the assessment roll are hereby certified.

4. The Secretary of the District is hereby authorized and directed to file with the County Controller of the County of San Mateo, on or before the 30th day of July 2015, copies of the above-described Reports, or a document combining said Reports, upon each of which, or upon the combined Report, shall be

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT OVERRULING PROTESTS, CONFIRMING REPORTS ON SEWER SERVICE CHARGES FOR FISCAL YEAR 2014-2015 AND DELINQUENT REFUSE COLLECTION AND WATER SERVICE CHARGES FOR FISCAL YEAR 2014-2015, CERTIFYING LIST OF LOTS OR PARCELS OF LAND AND CORRESPONDING CHARGES AGAINST SAID LOTS OR PARCELS AND DIRECTING TRANSMITTAL OF SAID CERTIFIED LIST AND CHARGES TO COUNTY CONTROLLER FOR ENTRY ON THE CURRENT ASSESSMENT ROLL**

endorsed over his or her signature a statement that each such Report had been finally adopted by the Board of the Montara Water and Sanitary District.

5. The County Controller of the County of San Mateo shall, upon receipt of said Reports or the document combining said Reports, enter the amounts of the charges therein described against the corresponding lots or parcels of real property therein described, as said lots or parcels appear on the current assessment roll, and the County Treasurer/Tax Collector shall include the amounts of the installments of such charges and the interest on bills for taxes levied against the said respective lots and parcels of land.

\_\_\_\_\_  
President, Montara Water and Sanitary District

COUNTERSIGNED:

\_\_\_\_\_  
Secretary, Montara Water and Sanitary District

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT OVERRULING PROTESTS, CONFIRMING REPORTS ON SEWER SERVICE CHARGES FOR FISCAL YEAR 2014-2015 AND DELINQUENT REFUSE COLLECTION AND WATER SERVICE CHARGES FOR FISCAL YEAR 2014-2015, CERTIFYING LIST OF LOTS OR PARCELS OF LAND AND CORRESPONDING CHARGES AGAINST SAID LOTS OR PARCELS AND DIRECTING TRANSMITTAL OF SAID CERTIFIED LIST AND CHARGES TO COUNTY CONTROLLER FOR ENTRY ON THE CURRENT ASSESSMENT ROLL**

\* \* \* \* \*

I HEREBY CERTIFY that the foregoing Resolution No. \_\_\_\_\_ was duly and regularly adopted and passed by the Board of the Montara Water and Sanitary District, County of San Mateo, California, at a regular meeting thereof held on the 4<sup>th</sup> day of June 2015, by the following vote:

AYES, Directors:

NOES, Directors:

ABSENT, Directors:

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Secretary, Montara Water and Sanitary District





**MONTARA WATER & SANITARY**  
**DISTRICT**

**BOARD OF DIRECTORS MEETING**  
**May 7 , 2015**

**MINUTES**

**REGULAR SESSION BEGAN AT 7:50 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

**PRESIDENT'S STATEMENT** – Director Boyd reported over the past few years, our community has put considerable effort into water conservation. Because of these efforts, right now Montara Water & Sanitary District is a very solid, sustainable water system.

**ORAL COMMENTS -**

Leonard Warren, Board President of the Granada Community Services District, reported the preliminary results of the survey that was done on what the needs and desires of a Community Services District is has shown strong support for undeveloped park land, unpaved trails and bike trails. There is a lot of support for natural settings. The fine tuning is being done on the survey and Mr. Warren will bring those results back at a later date.

**PUBLIC HEARING – None**

**CONSENT AGENDA –**

1. Approve Minutes for April 2, 2015.
2. Approve Financial Statements for March 2015.



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

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 of Sewer Authority Mid-Coastside Budget.**

General Manager Heldmaier reported at the last meeting we presented the SAM budget that was approved for the distribution to the member agencies. A revised version was distributed to the member agencies this week for review.

The changes are:

1. \$5000 to be added to the First Flush line item, rolled up in the Laboratory testing cost center
2. \$15,000 to be added to the Engineering Services Budget, called out to "Update the Recycled Water Study from 2008) – this will be done by SRT as Sole Source
3. \$150,000 be added to the Engineering Services Budget, called out as "CEQA Permitting Costs (reimbursable to SAM by OCP and CCWD)"
4. \$25,000 be added to the Engineering Services budget, called out as "Comprehensive Hydraulic Modeling Services"

Staff will further review the SAM Budget and allow for further discussion at a later meeting.

Leonard Warren, speaking as a Director for Granada Community Services District and Sewer Authority Mid-Coastside, distributed a page out of the SAM's Union MOU that is currently in effect. Mr. Warren reported the General Manager of SAM computed the Wage (up 24%) and Benefit (up 15%) increases incorrectly. Mr. Warren is recommending not approving the SAM Budget until these errors are corrected.

Director Slater-Carter appreciated Mr. Warren's report and asked the SAM Representatives to request SAM's Accountant look into this matter.

Director Huber questioned if the Member Agency Assessment Comparison was part of the flow meter issue. Director Boyd suggested sitting down with the General Manager of MWSD and some folks at SAM and look through this very carefully to figure that out.

## **2. Receive Alta Vista Tank Construction Report.**

General Manager Heldmaier reported construction of the Alta Vista Tank No. 2 is progressing smoothly and is on schedule. Tim Monahan of SRT Consultants is here tonight and has a presentation on the progress.

Mr. Monahan gave an update on the progress of the project and was on hand to answer questions regarding the project. His presentation included the following:

- Project Team
- Project Features
- Construction Progress
- Next Steps for the Project
- Construction Schedule Milestones

A copy of the presentation will be attached to the approved Minutes for May 7, 2015.

## **NEW BUSINESS –**

### **1. Review of State Water Board Drought Year Water Actions**

General Manager Heldmaier reported the State Water Resources control Board (SWRCB) is scheduled to publish final regulations to implement the Governors executive orders, one of them requiring a 25% reduction of potable water use in California. At this time of the preparation of this staff report only a draft version of the regulations has been circulated by the SWRCB. The draft regulations call for small water systems to either implement a 25% reduction in water use compared to 2013 or implement a restriction to outdoor irrigation to twice per week.

Director Wilson would not like to get the District into more mandates. Whatever the District does, he would like it to be based on education, promotion and positive reinforcement and not use any restrictive limitations.

Director Boyd noted the State requires us to do something and what the General Manager is asking us to do is already what is happening in the District and would not be a hardship for our residents.

District Counsel, Dave Schricker reported we are required to enforce restrictions on irrigation. An ordinance will be prepared for the next Board meeting on May 21<sup>st</sup>.

## **2. Review and Possible Action Concerning MWSD Draft Budget**

General Manager Heldmaier reported staff has prepared a draft operations budget that has been attached for the Boards information. Both water and sewer capital improvement programs for the next FY are still in development at this time and will be included at a later time. The budget would be referred to the Finance Committee for Review.

Staff plans to bring an updated version to the Board at the May 21 meeting. The Budget should be finalized at the June 4 meeting.

Director Huber noted the difference in the simplified look of the document. It is easier to read which makes it more transparent. Director Huber thanked staff for the work they had done to achieve this.

## **3. Review and Possible Action Concerning Sewer Staffing Assessment**

General Manager Heldmaier reported the District has historically relied on outside services for sewer field staff and only employed administrative staff. Since the acquisition of the water system the District has field staff to operate the water system.

Recent SAM Managers pointed out repeatedly that SAM collections crews were understaffed. The general manager started discussions with SAM management to discuss the possibilities for MWSD to hire sewer field staff complementing SAM collections workers and increase the level of service for all member agencies.

The assessment of sewer staffing levels at MWSD is also a requirement of the District's strategic plan.

Pippin Cavagnaro of Nute Engineering provided a summary of the initial evaluation to bring some or all sewer collections services in house.

Questions were raised regarding boundaries and General Manager Heldmaier reported the District is talking exclusively about maintenance of the pipes and pumps that MWSD owns.

General Manager Heldmaier noted the go forward proposal is on the finance plan. We need clearer numbers on the Capital side and a better financial analysis. We also will have to look very closely at the charges we have already received from SAM and building up a sewer crew.

Director Boyd would like further information on cash flows in the different crew scenarios.

Director Wilson supports the recommendation and wondered if we could have a sub group assigned to this to review then report back to the Board for sensitive discussion as to what is best for the District.

General Manager Heldmaier noted the plan is to work mutually with SAM on this project so both organizations will benefit.

Director Harvey reported SAM needs some time to get back to its normal function. There were many unfortunate situations over the past year. Director Harvey suggested to look over the finances better and supports Director Wilson's suggestion.

Director Huber suggested to further looking into doing this ourselves, but understands the contract with SAM expires in 90 days. At that point, perhaps we can renegotiate to work this out to benefit both organizations.

Leonard Warren, Board President of the Granada Community Services District reported Steve Leonard, past GM of SAM suggested all member agencies contract it out. Mr. Leonard reported it could be done cheaper if it were contracted out. Mr. Warren further stated CSMS, a company he had talked to regarding this issue, reported it would be better financially if all three agencies contracted with them. Finally, Mr. Warren suggested MWSD think about including GCSD in the scenario and looks forward to hearing from MWSD on this issue in the future.

#### **4. Review and Possible Action concerning Filing Notice of Completion for 2014 Sewer Improvement Project and Spot Repairs.**

General Manager Heldmaier reported on April 4, 2014 Pacific Trenchless, Inc. entered into an agreement with the District for the construction of certain improvements to main lines in Montara and Moss Beach. The attached letter from the District engineer indicates that the work has now been successfully completed. Gary Robards with Nute Engineering recommends a Notice of Completion be filed with the County Recorder. After expiration of a 35 day lien period, the 5% retention will be paid to the contractor.

Director Wilson moved to authorize the General Manager to file the Notice of Completion with the County Recorder. Director Harvey seconded the motion.

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

Motion passed 4 – 0.

**5. Review and Possible Action Concerning Review of Refund Policy for Private Water Leaks.**

General Manager Heldmaier reported the District has a water refund policy that allows refunds for excessive water usage due to leaks in private plumbing. If leaks occur during the wet weather months customers can also receive an adjustment the sewer service charge that subtracts the excessive usage from the assessment cost.

A high percentage of water leaks occur in outdoor irrigation systems. Indoor leaks usually are detected easier and result in less water loss. President Boyd suggested to consider revisions to the water refund policy to reflect new realities of strict water conservation standards.

Director Boyd suggested the Board take the documents home and think about revisions. Director Boyd wants to get the word out about outdoor irrigations systems and how they can cause problems to the home owner and simple ways they can avoid leaks.

**6. Review and Possible Action Concerning Rebate Increases for Appliance Rebate Program.**

General Manager Heldmaier reported MWSD's rebate program has saved millions of gallons of water and helped reduce the per capita consumption in the District drastically. Unlike most other Bay Area Agencies MWSD continues to offer a \$150 rebate for high efficiency (front loading) clothes washers on top of the PG&E rebate. We also offer a \$50 rebate for low flow toilets. The program has been so successful that staff recommends to increase the requirement for toilets accepted in this program to modern 1.28 gallon per flush toilets and increase the amount for low flow toilets to \$100.00.

Director Slater-Carter moved to increase the amount for low flow toilets to \$100.00, provided the water used per flush is at or below 1.28 gallons. Director Harvey seconded the motion.

Energy efficient dishwashers will be looked into for possible rebates in the future.

All new information and rebate documents will be posted on the website.

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

**REPORTS**

- 1. Sewer Authority Mid-Coastside Meetings – Director Harvey** reported at the last meeting on April 27<sup>th</sup>, San Mateo County Resource



Conservation District First Flush water quality monitoring program will be monitoring 5 sites which will be including HMB.

SRT Consultants gave an update on the Recycle Water Project which included possible grants to apply for. Money was allocated to refresh the report from 2009 not to exceed \$15,000.

- 2. MidCoast Community Council Meeting – Director Slater-Carter** reported Big Wave will be heard again on May 19<sup>th</sup> by the Board of Supervisors.

The Traffic Plan was talked about at a meeting at Cypress Meadows. Many community members were not pleased in what the County is planning. Director Slater-Carter recommends to get involved in the Traffic Plan if you have ideas other than what is planned for HWY 1 by the County.

- 3. CSDA Report (Slater-Carter) – Director Slater-Carter** reported the next meeting will be on August 4<sup>th</sup>. Dave Pine is working on a Community Choice Aggregation Group (a non-profit agency that provides options for buying power) that will be comprised of the cities, county and special districts. There will be a meetings over the next 16 months in which they will be talking about the possibilities of creating a CCA. Director Slater-Carter will be keeping all informed.
- 4. CCWD, NCCWD Committee Report – None**
- 5. Attorney’s Report (Schricker) – None**
- 6. Directors Report – None**
- 7. General Manager’s Report (Heldmaier) – None**

**FUTURE AGENDAS-**

**REGULAR MEETING ENDED at 10:31 P.M.**

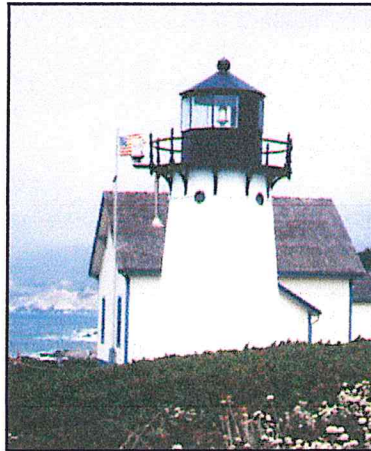
Respectfully Submitted,

Signed \_\_\_\_\_  
Secretary

Approved on the 4<sup>TH</sup> June, 2015

Signed \_\_\_\_\_  
President

# **MONTARA WATER AND SANITARY DISTRICT**



**Unaudited Financial Statements for  
April  
2015**



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: June 4, 2015

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

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

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

- 4440 Inspection Fee, \$2,122 above Budget – No additional fees collected in April.
- 4460 Remodel Fees, \$5,582 above Budget – An additional two (2) permits issued in April.
- 4610 Property Tax Receipts, \$2,860 above Budget – Property tax remittance of \$135,134 was received in April. The amount was split 50/50.
- 4710 Sewer Service Charges, \$161,384 above Budget – Sewer service charges are budgeted on a smoothed twelve month basis. Budgeted variance will be eliminated as the fiscal year progresses.
- 4720 Sewer Service Refunds, Customer, \$5,245 above Budget – Three (3) leak reimbursements were issued to customers in April.
- 4760, Waste Collection Revenues, \$3,319 above Budget – Every other month true up payments have been larger than anticipated.
- **Overall Total Operating Income for the period ending April 30, 2015 was \$169,704 above budget.**
- 5270 Information Systems, \$2,213 below Budget – Less activity than anticipated to date.
- 5400 Legal, \$14,673 below Budget – Less activity than anticipated to date.
- 5550, Postage, \$2,337 below Budget – Lower costs than anticipated.
- 5560 Printing & Publishing, \$2,159 below Budget – Less activity than anticipated to date.
- 5610 Accounting, \$7,848 below Budget – Appears to be a lag in billing. Bills only received through January activity.
- 5630 Consulting, \$2,026 above Budget – Strategic planning costs paid to Rauch Communication Consultants are higher than anticipated.
- 5710, San Mateo Co. Tax Roll Charges, \$2,500 below Budget – No activity to date. Charges are deducted from remittances, reconciliation to be performed in the future.
- 5800, Labor, \$3,307 below Budget – Employee benefits line item has been reduced with less devoted staff.
- 6170 Claims, Property Damage, \$7,516 below Budget – Only one (1) liability claim reimbursement has been issued.
- 6200 Engineering, \$33,682 above Budget – a portion of these costs represent payment for engineering reviews which customers have paid a



# MONTARA WATER AND SANITARY DISTRICT AGENDA

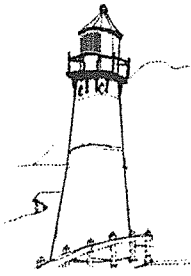
For Meeting Of: June 4, 2015

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

deposit for. A reconciliation will be performed and revenue from the deposit will be recognized to the extent of expenditure to Nute Engineering.

- 6400 Pumping, \$8,186 below Budget – Timing difference. Year-end accrual makes up difference.
- 6660 Maintenance, Collection System, \$16,670 below Budget – No activity to date.
- 6940 SAM Maintenance, Collection System, \$21,041 above Budget – The District paid Sewer Authority Mid-Coastside an invoice for Lift Station repairs and Sewer line repairs in the amount of \$29,912 in March.
- 6950 SAM Maintenance, Pumping, \$41,670 below Budget – No activity to date.
- **Overall Total Operating Expenses for the period ending April 30, 2015 were \$22,104 below Budget.**
- **Total overall Expenses for the period ending April 30, 2015 were \$54,943 below budget. For a net ordinary income of \$224,647, budgeted vs. actual. Actual net ordinary income is \$1,002,527.**
- 7100 Connection Fees, \$26,217 below Budget – A total of twelve (12) connections have been issued. Seven (7) for new construction and five (5) for Remodels. **No new connections issued in April.**
- 7700 Interest, Employee Loans, \$16,535 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, \$36,492 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, \$28,661 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, \$22,800 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, \$23,078 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.



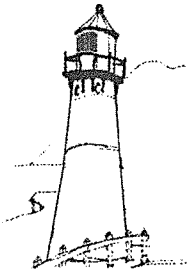
# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: June 4, 2015

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- **Budget vs. Actual – Water July through April, 2015 Variances over \$2,000:**
- 4610 Property Tax Receipts, \$213,091 above Budget – Property tax remittance of \$135,134 was received in April. The amount was split 50/50. Additional ERAF revenue collected has been allocated 100% to the Water Fund.
- 4810 Water Sales Domestic, \$136,450 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, \$4,605 below Budget – Minimal activity to date.
- **Overall Total Operating Income for the period ending April 30, 2015 was \$81,608 above budget.**
- 5190 Bank Fees, \$3,482 below Budget – Lower fees than anticipated.
- 5270 Information Systems, \$2,213 below Budget – Less activity than anticipated to date.
- 5400 Legal, \$18,968 below Budget – Less activity than anticipated to date.
- 5560 Printing & Publishing, \$2,159 below Budget – Less activity than anticipated to date.
- 5610 Accounting, \$7,848 below Budget – Appears to be a lag in billing. Bills only received through January activity.
- 5690 Other Professional Services, \$19,425 above Budget – Majority of costs are associated with the Coastside County Water District/San Vicente Project which are not to be capitalized. This account was not budgeted for.
- 5720, Telephone and Internet, \$3,036 above Budget – AT&T costs have risen since the beginning of the calendar year.
- 5800 Labor, \$62,742 below Budget – The District's Water Utility has been operating short staffed for a portion of the fiscal year.
- 6170 Claims, Property Damage, \$8,330 below Budget – No claims to date.
- 6180 Communications, \$3,403 below Budget – Less activity than anticipated to date.
- 6200 Engineering, \$10,984 below Budget – The District has seen an increase in water quality engineering expenses but these costs have been offset by lack of general engineering expenses that are not to be capitalized.
- 6320 Equipment & Tools, Expensed, \$8,257 below Budget – less purchases than anticipated.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: June 4, 2015

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 6380 Meter Reading, \$8,330 below Budget – No activity to date.
- 6500 Supply, \$7,495 below Budget – Water purchases line item is lower than expected.
- 6600 Collection/Transmission, \$19,279 below Budget – Lower maintenance costs to date than anticipated.
- 6800 Vehicles, \$6,416 below Budget – Lower costs to date than anticipated in all categories; fuel, equipment and repairs.
- 6890 Other Operations, \$2,004 above Budget – No budget set up for account. Costs are made up of several small miscellaneous expenses.
- **Overall Total Operating Expenses for the period ending April 30, 2015 were \$67,806 below Budget.**
- **Total overall Expenses for the period ending April 30, 2015 were \$141,358 below budget. For a net ordinary income of \$222,965, budgeted vs. actual. Actual net ordinary income is \$866,267.**
- 7100 Connection Fees, \$25,187 above Budget – More Water Connections have been issued to customers than anticipated. A total of eleven (11) connections have been issued. Ten (10) for new construction. One (1) for remodel. **No new connections issued in April.**
- 7600 Bond Revenues, G.O. \$162,669 above 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, \$1,210,189 below Budget – Invoice for Western Water Constructors was not paid in April.
- 9075 PFP Connection Expenses, \$22,122 above Budget – a portion of these costs represent payment for engineering reviews which customers have paid a deposit for. A reconciliation will be performed and revenue from the deposit will be recognized to the extent of expenditure.
- 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, \$28,661 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, \$85,080 below Budget – No re-payment activity to date.

## RECOMMENDATION:

This is for Board information only



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

	Jul '14 - Apr '15	Water Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 · Cell Tower Lease	26,676.70		
4400 · Fees		26,250.00	426.70
4410 · Administrative Fee (New Constr)	3,678.00	3,750.00	-72.00
4420 · Administrative Fee (Remodel)	985.00	833.40	151.60
4430 · Inspection Fee (New Constr)	3,522.00	3,540.00	-18.00
4440 · Inspection Fee (Remodel)	929.00	710.00	219.00
4460 · Remodel Fees	324.00		
Total 4400 · Fees	9,438.00	8,833.40	604.60
4610 · Property Tax Receipts	400,590.92	187,500.00	213,090.92
4740 · Testing, Backflow	9,589.00	10,830.00	-1,241.00
4810 · Water Sales, Domestic	1,402,277.82	1,538,728.00	-136,450.18
4850 · Water Sales Refunds, Customer	-395.07	-5,000.00	4,604.93
4990 · Other Revenue	572.00		
Total Income	1,848,749.37	1,767,141.40	81,607.97
Expense			
5000 · Administrative			
5190 · Bank Fees	4,017.86	7,500.00	-3,482.14
5200 · Board of Directors			
5210 · Board Meetings	1,805.81	2,080.00	-274.19
5220 · Director Fees	2,437.50	2,080.00	357.50
Total 5200 · Board of Directors	4,243.31	4,160.00	83.31
5240 · CDPH Fees	12,097.98	12,500.00	-402.02
5250 · Conference Attendance	2,858.42	4,170.00	-1,311.58
5270 · Information Systems	2,786.74	5,000.00	-2,213.26
5300 · Insurance			
5310 · Fidelity Bond	0.00	750.00	-750.00
5320 · Property & Liability Insurance	1,666.83	1,420.00	246.83
Total 5300 · Insurance	1,666.83	2,170.00	-503.17
5350 · LAFCO Assessment	2,376.00	1,830.00	546.00
5400 · Legal			
5420 · Meeting Attendance, Legal	4,562.50	8,330.00	-3,767.50
5430 · General Legal	43,130.00	58,330.00	-15,200.00
5440 · Litigation	0.00	0.00	0.00
Total 5400 · Legal	47,692.50	66,660.00	-18,967.50
5510 · Maintenance, Office	3,246.36	2,500.00	746.36
5520 · Meetings, Local	146.80	0.00	146.80
5530 · Memberships	16,629.94	15,000.00	1,629.94
5540 · Office Supplies	8,166.48	7,500.00	666.48
5550 · Postage	5,256.27	6,670.00	-1,413.73
5560 · Printing & Publishing	1,171.44	3,330.00	-2,158.56

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

	Jul '14 - Apr '15	Water Budget	\$ Over Budget
<b>5600 · Professional Services</b>			
5610 · Accounting	17,152.50	25,000.00	-7,847.50
5620 · Audit	10,050.00	10,830.00	-780.00
5630 · Consulting	26,578.50	26,250.00	328.50
5640 · Data Services	1,893.93		
5650 · Labor & HR Support	1,702.50	1,880.00	-177.50
5660 · Payroll Services	896.70	750.00	146.70
5690 · Other Professional Services	19,425.28		
<b>Total 5600 · Professional Services</b>	<b>77,699.41</b>	<b>64,710.00</b>	<b>12,989.41</b>
<b>5720 · Telephone &amp; Internet</b>	<b>9,706.45</b>	<b>6,670.00</b>	<b>3,036.45</b>
5730 · Mileage Reimbursement	2,137.46	1,670.00	467.46
5740 · Reference Materials	0.00	670.00	-670.00
<b>5800 · Labor</b>			
5810 · CalPERS 457 Deferred Plan	24,652.19	24,980.00	-327.81
5820 · Employee Benefits	30,990.53	63,250.00	-32,259.47
5830 · Disability Insurance	1,865.58	2,090.00	-224.42
5840 · Payroll Taxes	26,799.73	26,330.00	469.73
<b>5900 · Wages</b>			
5910 · Management	70,284.55	65,940.00	4,344.55
5920 · Staff	238,547.43	274,100.00	-35,552.57
5930 · Staff Certification	7,500.00	8,930.00	-1,430.00
5940 · Staff Overtime	41,042.48	36,220.00	4,822.48
5950 · Staff Standby	14,104.77	6,770.00	7,334.77
<b>Total 5900 · Wages</b>	<b>371,479.23</b>	<b>391,960.00</b>	<b>-20,480.77</b>
<b>5960 · Worker's Comp Insurance</b>	<b>12,460.82</b>	<b>22,380.00</b>	<b>-9,919.18</b>
<b>Total 5800 · Labor</b>	<b>468,248.08</b>	<b>530,990.00</b>	<b>-62,741.92</b>
<b>Total 5000 · Administrative</b>	<b>670,148.33</b>	<b>743,700.00</b>	<b>-73,551.67</b>
<b>6000 · Operations</b>			
6160 · Backflow Prevention	3,395.61	1,750.00	1,645.61
6170 · Claims, Property Damage	0.00	8,330.00	-8,330.00
<b>6180 · Communications</b>			
6185 · SCADA Maintenance	11,177.09	14,580.00	-3,402.91
<b>Total 6180 · Communications</b>	<b>11,177.09</b>	<b>14,580.00</b>	<b>-3,402.91</b>
<b>6195 · Education &amp; Training</b>	<b>3,261.23</b>	<b>5,000.00</b>	<b>-1,738.77</b>
<b>6200 · Engineering</b>			
6210 · Meeting Attendance, Engineering	0.00	4,170.00	-4,170.00
6220 · General Engineering	8,923.75	37,500.00	-28,576.25
6230 · Water Quality Engineering	42,592.52	20,830.00	21,762.52
<b>Total 6200 · Engineering</b>	<b>51,516.27</b>	<b>62,500.00</b>	<b>-10,983.73</b>
<b>6320 · Equipment &amp; Tools, Expensed</b>	<b>2,573.34</b>	<b>10,830.00</b>	<b>-8,256.66</b>
<b>6330 · Facilities</b>			
6335 · Alarm Services	545.49	380.00	165.49
6337 · Landscaping	2,700.00	3,000.00	-300.00
<b>Total 6330 · Facilities</b>	<b>3,245.49</b>	<b>3,380.00</b>	<b>-134.51</b>
<b>6370 · Lab Supplies &amp; Equipment</b>	<b>0.00</b>	<b>830.00</b>	<b>-830.00</b>
<b>6380 · Meter Reading</b>	<b>0.00</b>	<b>8,330.00</b>	<b>-8,330.00</b>

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

	Jul '14 - Apr 15	Water Budget	\$ Over Budget
6400 · Pumping			
6410 · Pumping Fuel & Electricity	58,826.64	50,000.00	8,826.64
6420 · Pumping Maintenance, Generators	9,580.96	12,500.00	-2,919.04
6430 · Pumping Maintenance, General	4,296.72		
6440 · Pumping Equipment, Expensed	0.00	8,330.00	-8,330.00
<b>Total 6400 · Pumping</b>	<b>72,704.32</b>	<b>70,830.00</b>	<b>1,874.32</b>
6500 · Supply			
6510 · Maintenance, Raw Water Mains	0.00	1,670.00	-1,670.00
6520 · Maintenance, Wells	4,572.06	4,170.00	402.06
6530 · Water Purchases	35,442.61	41,670.00	-6,227.39
<b>Total 6500 · Supply</b>	<b>40,014.67</b>	<b>47,510.00</b>	<b>-7,495.33</b>
6600 · Collection/Transmission			
6610 · Hydrants	0.00	1,670.00	-1,670.00
6620 · Maintenance, Water Mains	44,570.74	41,670.00	2,900.74
6630 · Maintenance, Water Svc Lines	9,881.17	25,000.00	-15,118.83
6640 · Maintenance, Tanks	690.11	5,420.00	-4,729.89
6650 · Maint., Distribution General	4,852.95	5,420.00	-567.05
6660 · Maintenance, Collection System	619.74		
6670 · Meters	3,456.06	4,170.00	-713.94
<b>Total 6600 · Collection/Transmission</b>	<b>64,070.77</b>	<b>83,350.00</b>	<b>-19,279.23</b>
6700 · Treatment			
6710 · Chemicals & Filtering	26,427.98	17,500.00	8,927.98
6720 · Maintenance, Treatment Equip.	1,487.21	6,250.00	-4,762.79
6730 · Treatment Analysis	15,944.33	19,170.00	-3,225.67
<b>Total 6700 · Treatment</b>	<b>43,859.52</b>	<b>42,920.00</b>	<b>939.52</b>
6800 · Vehicles			
6810 · Fuel	8,008.10	7,080.00	928.10
6820 · Truck Equipment, Expensed	5,270.99	7,500.00	-2,229.01
6830 · Truck Repairs	648.08	1,670.00	-1,021.92
	584.70	3,750.00	-3,165.30
<b>Total 6800 · Vehicles</b>	<b>6,503.77</b>	<b>12,920.00</b>	<b>-6,416.23</b>
6890 · Other Operations	2,003.97		
<b>Total 6000 · Operations</b>	<b>312,334.15</b>	<b>380,140.00</b>	<b>-67,805.85</b>
<b>Total Expense</b>	<b>982,482.48</b>	<b>1,123,840.00</b>	<b>-141,357.52</b>
Net Ordinary Income	866,266.89	643,301.40	222,965.49
Other Income/Expense			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	84,827.50	60,670.00	24,157.50
7120 · Connection Fees (Remodel)	2,757.00	2,420.00	337.00
7130 · Conn. Fees, PFP (New Constr)	40,022.00	31,750.00	8,272.00
7140 · Conn. Fees, PFP (Remodel)	0.00	7,580.00	-7,580.00
<b>Total 7100 · Connection Fees</b>	<b>127,606.50</b>	<b>102,420.00</b>	<b>25,186.50</b>

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

	Jul '14 - Apr 15	Water Budget	\$ Over Budget
7600 - Bond Revenues, G.O.	1,121,368.94	958,700.00	162,668.94
Total 7000 - Capital Account Revenues	1,248,975.44	1,061,120.00	187,855.44
Total Other Income	1,248,975.44	1,061,120.00	187,855.44
Other Expense			
8000 - Capital Improvement Program	1,453,531.07	2,663,720.00	-1,210,188.93
8100 - Water	1,453,531.07	2,663,720.00	-1,210,188.93
Total 8000 - Capital Improvement Program	1,453,531.07	2,663,720.00	-1,210,188.93
9000 - Capital Account Expenses			
9075 - PFP Connection Expenses	22,121.71		
9100 - Interest Expense - GO Bonds	335,301.71	1,150,436.00	-815,134.29
9125 - PNC Equipment Lease Interest	18,288.67	46,950.00	-28,661.33
9150 - SRF Loan	0.00	85,080.00	-85,080.00
Total 9000 - Capital Account Expenses	375,712.09	1,282,466.00	-906,753.91
Total Other Expense	1,829,243.16	3,946,186.00	-2,116,942.84
Net Other Income	-580,267.72	-2,885,066.00	2,304,798.28
Net Income	285,999.17	-2,241,764.60	2,527,763.77

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

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 Accrual Basis

	Sewer		
	Jul '14 - Apr 15	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4220 · Cell Tower Lease	26,676.70	26,250.00	426.70
4400 · Fees			
4410 · Administrative Fee (New Constr)	1,852.00	3,000.00	-1,148.00
4420 · Administrative Fee (Remodel)	2,315.00	830.00	1,485.00
4430 · Inspection Fee (New Constr)	1,748.00	2,830.00	-1,082.00
4440 · Inspection Fee (Remodel)	3,792.00	1,670.00	2,122.00
4460 · Remodel Fees	7,082.00	1,500.00	5,582.00
<b>Total 4400 · Fees</b>	<b>16,789.00</b>	<b>9,830.00</b>	<b>6,959.00</b>
4610 · Property Tax Receipts	190,360.36	187,500.00	2,860.36
4710 · Sewer Service Charges	1,981,264.09	1,819,880.00	161,384.09
4720 · Sewer Service Refunds, Customer	-6,915.35	-1,670.00	-5,245.35
4760 · Waste Collection Revenues	15,399.14	12,080.00	3,319.14
<b>Total Income</b>	<b>2,223,573.94</b>	<b>2,053,870.00</b>	<b>169,703.94</b>
<b>Expense</b>			
5000 · Administrative			
5190 · Bank Fees	3,305.80	2,580.00	725.80
5200 · Board of Directors			
5210 · Board Meetings	1,805.82	2,080.00	-274.18
5220 · Director Fees	2,437.50	2,080.00	357.50
<b>Total 5200 · Board of Directors</b>	<b>4,243.32</b>	<b>4,160.00</b>	<b>83.32</b>
5250 · Conference Attendance	0.00	1,670.00	-1,670.00
5270 · Information Systems	2,786.74	5,000.00	-2,213.26
5300 · Insurance			
5310 · Fidelity Bond	0.00	750.00	-750.00
5320 · Property & Liability Insurance	1,666.82	1,250.00	416.82
<b>Total 5300 · Insurance</b>	<b>1,666.82</b>	<b>2,000.00</b>	<b>-333.18</b>
5350 · LAFCO Assessment	1,754.00	1,330.00	424.00
5400 · Legal			
5420 · Meeting Attendance, Legal	4,562.50	9,170.00	-4,607.50
5430 · General Legal	6,605.00	16,670.00	-10,065.00
5440 · Litigation	0.00	0.00	0.00
<b>Total 5400 · Legal</b>	<b>11,167.50</b>	<b>25,840.00</b>	<b>-14,672.50</b>
5510 · Maintenance, Office	3,246.36	2,500.00	746.36
5540 · Office Supplies	8,166.51	7,500.00	666.51
5550 · Postage	992.96	3,330.00	-2,337.04
5560 · Printing & Publishing	1,171.48	3,330.00	-2,158.52
5600 · Professional Services			
5610 · Accounting	17,152.50	25,000.00	-7,847.50
5620 · Audit	10,050.00	10,830.00	-780.00
5630 · Consulting	11,605.81	9,580.00	2,025.81
5640 · Data Services	5,792.04	4,580.00	1,212.04
5650 · Labor & HR Support	1,702.50	1,880.00	-177.50
5660 · Payroll Services	632.61	750.00	-117.39
5690 · Other Professional Services	10.00		
<b>Total 5600 · Professional Services</b>	<b>46,945.46</b>	<b>52,620.00</b>	<b>-5,674.54</b>

# Montara Water & Sanitary District

## Revenue & Expenditures Budget vs. Actual - Sewer

July 2014 through April 2015

	Sewer		\$ Over Budget
	Jul '14 - Apr 15	Budget	
5710 - San Mateo Co. Tax Roll Charges	0.00	2,500.00	-2,500.00
5720 - Telephone & Internet	7,190.14	7,500.00	-309.86
5730 - Mileage Reimbursement	1,111.82	1,250.00	-138.18
5740 - Reference Materials	0.00	170.00	-170.00
5800 - Labor			
5810 - CalPERS 457 Deferred Plan	11,180.19	10,890.00	290.19
5820 - Employee Benefits	26,436.21	34,420.00	-7,983.79
5830 - Disability Insurance	878.91	950.00	-71.09
5840 - Payroll Taxes	10,599.98	10,880.00	-280.02
5900 - Wages			
5910 - Management	70,284.35	65,940.00	4,344.35
5920 - Staff	83,748.42	81,480.00	2,268.42
5930 - Staff Certification	1,500.00	1,580.00	-80.00
5940 - Staff Overtime	3,258.38	1,990.00	1,268.38
5950 - Staff Standby	928.02		
Total 5900 - Wages	159,719.17	150,990.00	8,729.17
5960 - Worker's Comp Insurance	2,558.14	6,550.00	-3,991.86
Total 5800 - Labor	211,372.60	214,680.00	-3,307.40
Total 5000 - Administrative	305,121.51	337,960.00	-32,838.49
6000 - Operations			
6170 - Claims, Property Damage	814.00	8,330.00	-7,516.00
6195 - Education & Training	0.00	830.00	-830.00
6200 - Engineering			
6210 - Meeting Attendance, Engineering	0.00	4,170.00	-4,170.00
6220 - General Engineering	58,682.00	20,830.00	37,852.00
Total 6200 - Engineering	58,682.00	25,000.00	33,682.00
6320 - Equipment & Tools, Expensed	0.00	830.00	-830.00
6330 - Facilities			
6335 - Alarm Services	3,780.12	4,170.00	-389.88
6337 - Landscaping	1,710.00	2,000.00	-290.00
Total 6330 - Facilities	5,490.12	6,170.00	-679.88
6400 - Pumping			
6410 - Pumping Fuel & Electricity	20,983.99	29,170.00	-8,186.01
Total 6400 - Pumping	20,983.99	29,170.00	-8,186.01
6600 - Collection/Transmission			
6660 - Maintenance, Collection System	0.00	16,670.00	-16,670.00
Total 6600 - Collection/Transmission	0.00	16,670.00	-16,670.00
6800 - Vehicles			
6810 - Fuel	458.35	670.00	-211.65
6820 - Truck Equipment, Expensed	56.36	130.00	-73.64
6830 - Truck Repairs	50.84	330.00	-279.16
Total 6800 - Vehicles	565.55	1,130.00	-564.45
6890 - Other Operations	119.00		

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

	Jul '14 - Apr 15	Sewer Budget	\$ Over Budget
6900 · Sewer Authority Midcoastside			
6910 · SAM Collections	254,880.00	254,880.00	0.00
6920 · SAM Operations	520,020.00	520,020.00	0.00
6940 · SAM Maintenance, Collection Sys	54,371.04	33,330.00	21,041.04
6950 · SAM Maintenance, Pumping	0.00	41,670.00	-41,670.00
<b>Total 6900 · Sewer Authority Midcoastside</b>	<b>829,271.04</b>	<b>849,900.00</b>	<b>-20,628.96</b>
<b>Total 6000 · Operations</b>	<b>915,925.70</b>	<b>938,030.00</b>	<b>-22,104.30</b>
<b>Total Expense</b>	<b>1,221,047.21</b>	<b>1,275,990.00</b>	<b>-54,942.79</b>
Net Ordinary Income	1,002,526.73	777,880.00	224,646.73
Other Income/Expense			
Other Income			
7000 · Capital Account Revenues			
7100 · Connection Fees	164,193.00	190,410.00	-26,217.00
7110 · Connection Fees (New Constr)	142,923.00	148,740.00	-5,817.00
7120 · Connection Fees (Remodel)	21,270.00	41,670.00	-20,400.00
<b>Total 7100 · Connection Fees</b>	<b>328,386.00</b>	<b>380,820.00</b>	<b>-52,434.00</b>
7200 · Interest Income - LAIF	5,957.65	6,670.00	-712.35
7700 · Interest, Employee Loans	3,445.23	19,980.00	-16,534.77
<b>Total 7000 · Capital Account Revenues</b>	<b>173,595.88</b>	<b>217,060.00</b>	<b>-43,464.12</b>
<b>Total Other Income</b>	<b>173,595.88</b>	<b>217,060.00</b>	<b>-43,464.12</b>
Other Expense			
8000 · Capital Improvement Program			
8075 · Sewer	721,431.85	684,940.00	36,491.85
<b>Total 8000 · Capital Improvement Program</b>	<b>721,431.85</b>	<b>684,940.00</b>	<b>36,491.85</b>
9000 · Capital Account Expenses			
9125 · PNC Equipment Lease Interest	18,288.70	46,950.00	-28,661.30
9175 · Capital Assessment - SAM	52,800.00	30,000.00	22,800.00
9200 · I-Bank Loan	29,496.61	52,575.00	-23,078.39
<b>Total 9000 · Capital Account Expenses</b>	<b>100,585.31</b>	<b>129,525.00</b>	<b>-28,939.69</b>
<b>Total Other Expense</b>	<b>822,017.16</b>	<b>814,465.00</b>	<b>7,552.16</b>
Net Other Income	-648,421.28	-597,405.00	-51,016.28
<b>Net Income</b>	<b>354,105.45</b>	<b>180,475.00</b>	<b>173,630.45</b>



**Montara Water & Sanitary District**  
**Funds Balance Sheet**  
 As of April 30, 2015

	Sewer	Water	TOTAL
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
Sewer - Bank Accounts			
Wells Fargo Operating - Sewer	1,770,128.17	0.00	1,770,128.17
LAIF Investment Fund			
Capital Reserve	3,786,604.16	0.00	3,786,604.16
Connection Fees Reserve	228,488.00	0.00	228,488.00
Operating Reserve	255,195.00	0.00	255,195.00
<b>Total LAIF Investment Fund</b>	<b>4,270,287.16</b>	<b>0.00</b>	<b>4,270,287.16</b>
<b>Total Sewer - Bank Accounts</b>	<b>6,040,415.33</b>	<b>0.00</b>	<b>6,040,415.33</b>
<b>Water - Bank Accounts</b>			
Wells Fargo Operating - Water	0.00	448,679.60	448,679.60
Capital Reserve	0.00	398,249.00	398,249.00
Operating Reserve	0.00	224,763.00	224,763.00
<b>Restricted Cash</b>			
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	815,097.25	815,097.25
<b>Total Restricted Cash</b>	<b>0.00</b>	<b>938,144.32</b>	<b>938,144.32</b>
<b>Total Water - Bank Accounts</b>	<b>0.00</b>	<b>2,009,835.92</b>	<b>2,009,835.92</b>
<b>Total Checking/Savings</b>	<b>6,040,415.33</b>	<b>2,009,835.92</b>	<b>8,050,251.25</b>
<b>Accounts Receivable</b>			
<b>Sewer - Accounts Receivable</b>			
Accounts Receivable	-841.65	0.00	-841.65
<b>Total Sewer - Accounts Receivable</b>	<b>-841.65</b>	<b>0.00</b>	<b>-841.65</b>
<b>Water - Accounts Receivable</b>			
Accounts Receivable	0.00	-1,204.65	-1,204.65
Accounts Rec. - Backflow	0.00	10,878.51	10,878.51
Accounts Rec. - Water Residents	0.00	103,614.67	103,614.67
Unbilled Water Receivables	0.00	208,205.63	208,205.63
<b>Total Water - Accounts Receivable</b>	<b>0.00</b>	<b>321,494.16</b>	<b>321,494.16</b>
<b>Total Accounts Receivable</b>	<b>-841.65</b>	<b>321,494.16</b>	<b>320,652.51</b>
<b>Other Current Assets</b>			
Maint/Parts Inventory	0.00	42,656.32	42,656.32
<b>Total Other Current Assets</b>	<b>0.00</b>	<b>42,656.32</b>	<b>42,656.32</b>
<b>Total Current Assets</b>	<b>6,039,573.68</b>	<b>2,373,986.40</b>	<b>8,413,560.08</b>
<b>Fixed Assets</b>			
<b>Sewer - Fixed Assets</b>			
General Plant	1,092,847.84	0.00	1,092,847.84
Land	5,000.00	0.00	5,000.00
<b>Other Capital Improv.</b>			
Sewer-Original Cost	685,599.18	0.00	685,599.18
Other Cap. Improv.	2,564,810.39	0.00	2,564,810.39
<b>Total Other Capital Improv.</b>	<b>3,250,409.57</b>	<b>0.00</b>	<b>3,250,409.57</b>
Seal Cove Collection System	995,505.00	0.00	995,505.00
<b>Sewage Collection Facility</b>			
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
<b>Total Sewage Collection Facility</b>	<b>5,340,307.33</b>	<b>0.00</b>	<b>5,340,307.33</b>

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Accrual Basis

**Montara Water & Sanitary District**  
**Funds Balance Sheet**  
**As of April 30, 2015**

Treatment Facility	244,539.84	0.00	244,539.84
Accumulated Depreciation	-6,417,969.00	0.00	-6,417,969.00
<b>Total Sewer - Fixed Assets</b>	<b>4,510,640.58</b>	<b>0.00</b>	<b>4,510,640.58</b>
<b>Water - Fixed Assets</b>			
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
<b>Total Water - Fixed Assets</b>	<b>0.00</b>	<b>16,946,828.21</b>	<b>16,946,828.21</b>
<b>Total Fixed Assets</b>	<b>4,510,640.58</b>	<b>16,946,828.21</b>	<b>21,457,468.79</b>
<b>Other Assets</b>			
<b>Sewer - Other Assets</b>			
Due from Water Fund	1,173,739.18	0.00	1,173,739.18
Employee Loan	97,142.17	0.00	97,142.17
<b>Joint Power Authority</b>			
SAM - Orig Collection Facility	981,592.00	0.00	981,592.00
SAM - Expansion	1,705,955.08	0.00	1,705,955.08
<b>Total Joint Power Authority</b>	<b>2,687,547.08</b>	<b>0.00</b>	<b>2,687,547.08</b>
<b>Total Sewer - Other Assets</b>	<b>3,958,428.43</b>	<b>0.00</b>	<b>3,958,428.43</b>
<b>Water - Other Assets</b>			
Bond Acquisition Cost OID	0.00	67,408.40	67,408.40
Bond Issue Cost	0.00	71,973.35	71,973.35
<b>Total Water - Other Assets</b>	<b>0.00</b>	<b>139,381.75</b>	<b>139,381.75</b>
<b>Total Other Assets</b>	<b>3,958,428.43</b>	<b>139,381.75</b>	<b>4,097,810.18</b>
<b>TOTAL ASSETS</b>	<b><u>14,508,642.69</u></b>	<b><u>19,460,196.36</u></b>	<b><u>33,968,839.05</u></b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Other Current Liabilities</b>			
<b>Sewer - Current Liabilities</b>			
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	5,857.67	0.00	5,857.67
<b>Total Sewer - Current Liabilities</b>	<b>30,230.35</b>	<b>0.00</b>	<b>30,230.35</b>
<b>Water - Current Liabilities</b>			
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	5,857.67	5,857.67
<b>Total Water - Current Liabilities</b>	<b>0.00</b>	<b>173,147.97</b>	<b>173,147.97</b>
<b>Payroll Liabilities</b>			
Employee Benefits Payable	1,506.08	2,275.62	3,781.70
<b>Total Payroll Liabilities</b>	<b>1,506.08</b>	<b>2,275.62</b>	<b>3,781.70</b>
<b>Total Other Current Liabilities</b>	<b>31,736.43</b>	<b>175,423.59</b>	<b>207,160.02</b>
<b>Total Current Liabilities</b>	<b>31,736.43</b>	<b>175,423.59</b>	<b>207,160.02</b>

## Montara Water & Sanitary District Funds Balance Sheet As of April 30, 2015

<b>Long Term Liabilities</b>			
<b>Sewer - Long Term Liabilities</b>			
Accrued Vacations	16,282.33	0.00	16,282.33
I-Bank Loan	866,464.43	0.00	866,464.43
PNC Equip. Loan - L/T	722,142.19	0.00	722,142.19
<b>Total Sewer - Long Term Liabilities</b>	<b>1,604,888.95</b>	<b>0.00</b>	<b>1,604,888.95</b>
<b>Water - Long Term Liabilities</b>			
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	608,660.01	608,660.01
<b>Total Water - Long Term Liabilities</b>	<b>0.00</b>	<b>15,431,124.31</b>	<b>15,431,124.31</b>
<b>Total Long Term Liabilities</b>	<b>1,604,888.95</b>	<b>15,431,124.31</b>	<b>17,036,013.26</b>
<b>Total Liabilities</b>	<b>1,636,625.38</b>	<b>15,606,547.90</b>	<b>17,243,173.28</b>
<b>Equity</b>			
<b>Sewer - Equity Accounts</b>			
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	55,457.37	0.00	55,457.37
<b>Total Sewer - Equity Accounts</b>	<b>12,110,002.44</b>	<b>0.00</b>	<b>12,110,002.44</b>
<b>Water - Equity Accounts</b>			
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	-55,457.37	-55,457.37
<b>Total Water - Equity Accounts</b>	<b>0.00</b>	<b>2,635,597.64</b>	<b>2,635,597.64</b>
<b>Equity Adjustment Account</b>	<b>407,585.42</b>	<b>932,051.65</b>	<b>1,339,637.07</b>
<b>Net Income</b>	<b>354,429.45</b>	<b>285,999.17</b>	<b>640,428.62</b>
<b>Total Equity</b>	<b>12,872,017.31</b>	<b>3,853,648.46</b>	<b>16,725,665.77</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>14,508,642.69</b>	<b>19,460,196.36</b>	<b>33,968,839.05</b>

**Montara Water & Sanitary District**  
**Restricted and Non Restricted Cash Assets**  
 July 2014 through June 2015

on

July	August	September	October	November	December	January	February	March	April	May	June	Target Reserves	\$ Over/Under
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	534,452.96	1,770,128.17				
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	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	3,786,604.16	3,786,604.16	3,786,604.16	3,786,604.16	1,967,000.00	2,31
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	228,488.00	228,488.00	228,488.00	228,488.00	
4,764,329.51	4,764,329.51	4,764,329.51	4,764,329.51	4,767,232.54	4,767,233.00	4,767,232.54	4,770,287.00	4,270,287.16	4,270,287.16	4,270,287.16	4,270,287.16	228,488.00	
329,371.95	345,404.81	357,506.82	374,706.00	391,999.53	405,334.00	419,025.62	428,930.00	439,044.52	448,679.60				
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	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	398,249.00	398,249.00	398,249.00	398,249.00	984,835.00	
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	122,488.00	122,488.00	122,488.00	122,488.00	
745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	224,763.00	
133,921.50	100,174.00	41,090.64	4,227.63	436.13	436.13	436.13	436.13	436.13	436.13	436.13	436.13	224,763.00	
122.94	122.94	122.94	122.94	122.94	122.94	122.94	122.94	122.94	122.94	122.94	122.94	984,835.00	
1,289,765.42	714,547.38	715,566.11	715,566.11	727,529.63	727,529.63	1,336,827.19	767,826.40	815,097.25	815,097.25	815,097.25	815,097.25	122,488.00	
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	815,656.32	815,656.32	815,656.32	815,656.32	122,488.00	
<b>8,151,369.19</b>	<b>7,472,826.63</b>	<b>7,555,354.36</b>	<b>7,395,085.45</b>	<b>7,284,416.98</b>	<b>9,090,939.70</b>	<b>8,692,940.59</b>	<b>7,528,146.32</b>	<b>6,804,940.96</b>	<b>8,050,251.25</b>				

**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	TOTAL
2,667.67	2,667.67	2,667.67	2,667.67	2,667.67	2,667.67	2,667.67	2,667.67	2,667.67	2,667.67	2,667.67	2,667.67	2,667.67	26,676.70	31,500.00	
463.00	463.00	463.00	463.00	463.00	463.00	463.00	463.00	463.00	926.00				1,852.00	3,600.00	
437.00	437.00	437.00	437.00	437.00	437.00	437.00	437.00	303.00	1,774.00				2,315.00	1,000.00	
963.00	1,196.00	110.00	101.00	202.00	202.00	648.00	2,465.00	425.00	648.00	425.00	425.00		1,748.00	3,400.00	
1,863.00	1,196.00	2,213.00	101.00	1,102.00	1,102.00	1,548.00	4,265.00	728.00	3,348.00	425.00	425.00		3,792.00	2,000.00	
339.36	263.72	219.20	219.20	20,121.73	88,570.09	2,571.62	10,707.44	87,502.01	798,520.67				7,082.00	1,800.00	
2,569.34	1,836.92	750.87	1,952.08	768.22	1,745.75	785.39	1,952.05	751.14	2,287.38				16,789.00	11,800.00	
7,439.37	5,700.59	-8,456.18	4,939.95	24,659.62	1,205,124.36	10,289.68	101,983.97	6,766.81	866,125.77				190,360.36	225,000.00	
165.91	169.03	309.96	279.02	264.86	376.28	110.18	677.00	707.70	245.86				1,981,264.09	2,183,853.00	-
250.00	326.89	326.89	125.00	250.00	375.00	250.00	125.00	103.93					-6,915.35	-2,000.00	
187.50	337.50	337.50	375.00	150.00	150.00	262.50	450.00	300.00					15,399.14	14,500.00	
437.50	664.39	500.00	400.00	525.00	512.50	403.93							2,223,573.94	2,464,653.00	-
495.00	420.00	567.50	90.00	210.00	54.75								3,305.80	3,100.00	
1,666.82	900.00	1,500.00	1,666.82	2,400.00	1,600.00								1,805.82	2,500.00	
312.50	437.50	1,437.50	750.00	487.50	662.50								2,437.50	2,500.00	
412.50	187.50	1,512.50	305.00	1,737.50	925.00	237.50							4,562.50	11,000.00	
													6,605.00	20,000.00	







**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
	77,490.00	94,481.60	86,816.55	85,635.97	99,682.17	82,677.31	82,107.30	101,559.72	117,398.23	88,076.85			915,925.70	1,125,634.00	
	106,084.46	123,819.44	117,289.34	125,870.06	135,252.14	114,840.92	103,295.40	129,848.64	147,514.53	117,232.28			1,221,047.21	1,531,173.00	
	-98,845.09	-118,118.85	-126,745.52	-120,930.11	-110,592.52	1,090,283.44	-93,005.72	-27,864.67	-140,747.72	748,893.49			1,002,526.73	933,480.00	
<b>Revenues</b>															
<b>Fees</b>															
Construction Fees (New Constr)	44,622.00			22,967.00		45,934.00		6,433.00	22,967.00				142,923.00	178,488.00	
Construction Fees (Remodel)	8,271.00	3,809.00							9,190.00				21,270.00	50,000.00	
Connection Fees	52,893.00	3,809.00	3,809.00	22,967.00		45,934.00		6,433.00	32,157.00				164,193.00	228,488.00	
Name - LAIF			2,903.03			3,054.62							5,957.65	8,000.00	
Employee Loans	368.50	363.21	357.92	352.60	347.27	341.92	336.55	331.16	325.76	320.34			3,445.23	21,976.00	
Grant Revenues	53,261.50	363.21	7,069.95	23,319.60	347.27	49,330.54	336.55	6,764.16	32,482.76	320.34			173,595.88	258,464.00	
	53,261.50	363.21	7,069.95	23,319.60	347.27	49,330.54	336.55	6,764.16	32,482.76	320.34			173,595.88	258,464.00	
<b>Expenditures</b>															
Improvement Program			20,129.50	23,058.00	25,914.25	35,950.45	19,300.44	578,617.66	17,006.55	1,455.00			721,431.85	821,923.00	
			20,129.50	23,058.00	25,914.25	35,950.45	19,300.44	578,617.66	17,006.55	1,455.00			721,431.85	821,923.00	
Expenses															
Interest	1,860.12	1,853.70	1,846.66	1,839.61	1,832.54	1,825.46	1,818.35	1,811.23	1,804.09	1,796.94			18,288.70	56,340.00	
Assessment - SAM	5,280.00	5,280.00	5,280.00	5,280.00	5,280.00	5,280.00	5,280.00	5,280.00	5,280.00	5,280.00			52,800.00	36,000.00	
Other	16,283.02						13,213.59						29,496.61	52,575.00	
Total Expenses	23,423.14	7,133.70	7,126.66	7,119.61	7,112.54	7,105.46	20,311.94	7,091.23	7,084.09	7,076.94			100,585.31	144,915.00	
	23,423.14	7,133.70	7,126.66	7,119.61	7,112.54	7,105.46	20,311.94	7,091.23	7,084.09	7,076.94			100,585.31	144,915.00	
Net Change	29,838.36	-6,770.49	-20,186.21	-6,856.01	-32,679.52	6,274.63	-39,275.83	-578,944.73	8,392.12	-8,211.60			-648,421.28	-708,374.00	
	-68,806.73	-124,889.34	-146,931.73	-127,788.12	-143,272.04	1,096,558.07	-132,281.55	-606,809.40	-132,355.60	740,681.89			354,105.45	225,106.00	

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/B
<b>TOTAL</b>															
Revenue	2,667.67	2,667.67	2,667.67	2,667.67	2,667.67	2,667.67	2,667.67	2,667.67	2,667.67	2,667.67	2,667.67	2,667.67	26,676.70	31,500.00	-4,
New															
Divide Fee (New Constr)			1,363.00	463.00	926.00		463.00	463.00					3,678.00	4,500.00	-
Divide Fee (Remodel)			522.00	463.00									985.00	1,000.00	
Fee (New Constr)			1,337.00	437.00	874.00		437.00	437.00					3,522.00	4,250.00	-
Fee (Remodel)			492.00	437.00									929.00	850.00	
es			3,714.00	1,800.00	1,800.00	900.00	900.00	900.00	324.00	324.00			9,438.00	10,600.00	-1,
Receipts	339.38		263.72	219.20	20,121.71	86,570.07	212,802.23	10,707.43		67,567.18			400,590.92	225,000.00	175,
w	802.00			2,121.00				3,333.00		3,333.00			9,589.00	13,000.00	-3,
estic	245,713.61	54,614.47	152,862.17	152,025.55	115,428.97	127,728.95	144,444.97	129,914.41	143,565.35	135,979.37			1,402,277.82	1,846,473.00	-444,
unds, Customer						-45.07			-350.00				-395.07	-6,000.00	5,
								572.00	572.00				572.00		
	249,522.66	57,282.14	159,507.56	158,833.42	140,018.35	218,921.62	360,814.87	147,522.51	146,779.02	209,547.22			1,848,749.37	2,120,573.00	-271,
ectors	387.19	430.34	433.45	353.70	328.38	409.32	293.43	430.09	441.55	510.41			4,017.86	9,000.00	-4,
Meetings			326.89	125.00	250.00	375.00	250.00	125.00		103.92			1,805.81	2,500.00	-
r Fees		187.50	337.50	375.00	150.00	150.00	262.50	225.00	450.00	300.00			2,437.50	2,500.00	
Expenses															
of Directors	437.50	664.39	500.00	500.00	400.00	525.00	512.50	350.00	450.00	403.92			4,243.31	5,000.00	-
Attendance				9,328.98		2,088.00		681.00					12,097.98	15,000.00	-2,
Systems	620.39	495.00	420.00	567.50	90.00	734.89	70.00	949.49	210.00	54.75			2,858.42	5,000.00	-2,
Bond													2,786.74	6,000.00	-3,
y & Liability Insurance	1,666.83												1,666.83	1,700.00	-
nce	1,666.83												1,666.83	2,600.00	-
essment						2,376.00							2,376.00	2,200.00	

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

	TOTAL															
	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/Bt	
Attendance, Legal																
Legal		312.50	437.50	1,437.50	750.00	475.00	2,162.50	662.50	487.50	1,400.00			4,562.50	10,000.00	-5,	
Legal		4,260.00	2,112.50	11,175.00	4,220.00	8,687.50	2,162.50	3,562.50	5,550.00	1,400.00			43,130.00	70,000.00	-26,	
Legal		4,572.50	2,550.00	12,612.50	4,970.00	9,162.50	2,162.50	4,225.00	6,037.50	1,400.00			47,692.50	80,000.00	-32,	
Office		300.00	300.00	300.00	1,660.00	300.00	300.00	250.00	86.36	350.00			3,246.36	3,000.00	246.36	
Office		423.94	429.56	2,272.73	15,548.00	658.00	121.83	872.87	824.27	1,059.02			16,629.94	18,000.00	-1,	
Office		50.00	144.15	750.40	215.10	606.43	540.00	543.29	592.77	1,212.90			8,166.48	9,000.00	-833.52	
Office		273.92	750.40	1,776.60	308.14	248.32	248.32	9.58	68.31	85.57			5,256.27	8,000.00	-2,743.73	
Office		2,800.00	4,750.00	4,750.00	3,325.00	1,577.50	1,000.00	650.00	3,050.00				17,152.50	30,000.00	-12,847.50	
Office		375.00	375.00	375.00	780.00	375.00	375.00	375.00	375.00	-1,327.50			10,050.00	13,000.00	-2,950.00	
Office		75.42	54.70	316.90	53.81	53.81	116.06	56.54	56.53	60.03			26,578.50	31,500.00	-4,921.50	
Office		450.42	3,229.70	8,659.40	11,825.57	18,187.41	15,166.34	2,368.79	4,595.82	5,801.90			1,893.93	2,250.00	-356.07	
Office		210.40	877.87	867.96	1,087.82	989.65	1,620.10	357.57	1,337.51	1,463.10			17,025.00	2,250.00	14,775.00	
Office		92.43	220.73	422.15	703.94	49.14	65.52	61.43	72.83	449.29			896.70	900.00	-3.30	
Office		2,530.05	2,421.08	2,294.18	2,501.81	2,298.40	2,481.39	2,396.40	2,532.59	2,466.47			19,425.28	77,650.00	-58,224.72	
Office		6,023.96	180.90	175.88	181.30	181.30	181.30	222.56	280.52	280.52			77,699.41	8,000.00	69,699.41	
Office		3,420.45	2,717.81	2,268.36	2,331.86	2,116.06	2,918.79	2,774.05	2,902.54	2,860.40			9,706.45	2,000.00	7,706.45	
Office		9,125.46	6,625.46	6,625.46	6,625.46	8,155.41	6,625.46	6,625.46	6,625.46	6,625.46			2,137.46	800.00	1,337.46	
Office		27,127.84	23,437.76	20,985.03	24,626.68	21,513.90	24,794.45	22,485.51	24,304.56	24,734.18			24,652.19	29,971.00	-5,338.81	
Office		550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	750.00			30,990.53	75,902.00	-44,911.47	
Office		7,114.24	3,664.91	3,664.88	3,107.27	3,389.71	4,556.10	4,925.97	2,919.74	3,476.20			1,865.58	2,510.00	-644.42	
Office		1,247.60	1,248.45	1,049.32	941.81	951.42	1,154.90	1,675.40	1,873.11	1,804.85			26,799.73	31,600.00	-4,800.27	
Office		45,165.14	35,526.58	32,774.69	35,851.22	33,030.49	38,154.35	36,262.34	38,172.87	37,390.69			70,284.55	79,129.00	-8,844.45	
Office				4,284.66			4,074.45			4,101.71			238,547.43	328,917.00	-90,369.57	
Office													7,500.00	10,710.00	-3,210.00	
Office													41,042.48	43,468.00	-2,425.52	
Office													14,104.77	8,120.00	6,000.00	
Office													371,479.23	470,344.00	-98,864.77	
Office													12,460.82	26,853.00	-14,392.18	

**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/Under
	57,139.60	40,846.37	37,513.11	49,328.35	45,133.04	48,653.58	47,810.28	44,247.66	47,427.66	50,148.43			468,248.08	637,180.00	-168,931.92
Administrative	59,904.44	53,173.67	54,352.17	87,176.79	92,162.82	74,438.50	68,362.50	55,346.77	62,291.38	62,939.29			670,148.33	892,430.00	-222,281.67
Development															
Property Damage	650.00	450.00	300.00	300.00	450.00	131.75	550.00	600.00	100.00	163.86			3,395.61	2,100.00	1,295.61
Revisions															
Maintenance	32.80					1,448.48			9,695.81				11,177.09	17,500.00	-6,322.91
Phone & Internet, Comm.															
Publications	32.80					1,448.48			9,695.81				11,177.09	17,500.00	-6,322.91
Security															
Training		210.00		429.00	630.00		112.23	1,670.00	210.00				3,261.23	6,000.00	-2,738.77
Utilities															
Attendance, Engineering			3,733.75			842.50	2,885.00	1,462.50					8,923.75	45,000.00	-36,076.25
Engineering	4,637.50		4,844.69	4,844.69	8,432.81	2,301.25	4,546.25	4,368.75	4,696.27	8,765.00			42,592.52	25,000.00	17,592.52
Quality Engineering															
Severing	4,637.50	3,733.75	4,844.69	4,844.69	8,432.81	3,143.75	7,431.25	5,831.25	4,696.27	8,765.00			51,516.27	75,000.00	-23,483.73
Supplies															
Tools, Expensed	309.11	48.14	61.55	61.55	228.75	447.81	298.27	558.70	165.12	455.89			2,573.34	13,000.00	-10,426.66
Travel															
Services		60.13			115.18	52.50		265.18	52.50				545.49	450.00	95.49
Shipping	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00			2,700.00	3,600.00	-900.00
Supplies	300.00	360.13	300.00	300.00	415.18	352.50	300.00	565.18	352.50	300.00			3,245.49	4,050.00	-804.51
Supplies & Equipment															
Engineering															
Gas Fuel & Electricity															
Lighting Maintenance, Generators	2,448.14	2,894.89	2,954.95	2,954.95	2,331.43	2,261.96	2,748.82	36,387.69	2,771.80	4,036.96			58,826.64	60,000.00	-1,173.36
Lighting Maintenance, General						4,583.96		3,702.00	1,140.00	155.00			9,580.96	15,000.00	-5,419.04
Lighting Equipment, Expensed						828.27		3,468.45					4,296.72		4,296.72
Lighting	2,448.14	2,894.89	2,954.95	2,954.95	2,331.43	7,674.19	2,748.82	43,558.14	3,911.80	4,191.96			72,704.32	84,996.00	-12,291.68
Paint															
Plumbing, Raw Water Mains															
Plumbing, Wells		3,791.60		542.46	7.26		230.74						4,572.06	5,000.00	-427.94
Purchases				6,929.37					28,513.24				35,442.61	50,000.00	-14,557.39

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 B
	7,576.00		12,592.00						19,854.00				40,022.00	38,100.00	1,
	60,081.50		12,592.00			29,984.00	6,289.00	-18,943.00	37,603.00				127,606.50	122,900.00	4,
	2,633.14			1,082.94	10,880.82	605,724.68	13,503.22	47,270.85		440,273.29			1,121,368.94	1,150,436.00	-29,
	62,714.64		12,592.00	1,082.94	10,880.82	635,708.68	19,792.22	28,327.85	37,603.00	440,273.29			1,248,975.44	1,273,336.00	-24,
	62,714.64		12,592.00	1,082.94	10,880.82	635,708.68	19,792.22	28,327.85	37,603.00	440,273.29			1,248,975.44	1,273,336.00	-24,
	1,200.00	34,547.50	59,083.36	36,863.01	34,605.00	26,397.94	560,873.36	29,566.20	656,107.45	14,287.25			1,453,531.07	3,196,463.00	-1,742,
	1,200.00	34,547.50	59,083.36	36,863.01	34,605.00	26,397.94	560,873.36	29,566.20	656,107.45	14,287.25			1,453,531.07	3,196,463.00	-1,742,
	1,860.12	1,853.69	1,846.66	1,839.61	1,832.54	1,825.45	1,818.35	1,811.23	1,804.09	1,796.93			18,288.67	56,340.00	-38,
	1,860.12	175,710.20	1,846.66	3,882.12	7,705.67	1,825.45	1,818.35	168,367.50	1,804.09	10,891.93			375,712.09	1,308,866.00	-933,
	3,060.12	210,257.70	60,930.02	40,745.13	42,310.67	28,223.39	562,691.71	197,933.70	657,911.54	25,179.18			1,829,243.16	4,505,329.00	-2,676,
	59,654.52	-210,257.70	-48,338.02	-39,662.19	-31,429.85	607,485.29	-542,899.49	-169,605.85	-620,308.54	415,094.11			-580,267.72	-3,231,993.00	2,651,
	249,078.25	-222,778.63	30,259.09	-6,111.23	-15,206.21	731,588.43	-271,578.32	-139,264.90	-613,184.06	543,196.75			285,999.17	-2,459,996.00	2,745,

TOTAL

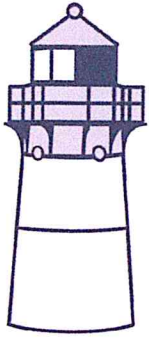
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# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 4, 2015**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

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

**SUBJECT: SAM Flow Report for April 2015**

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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 March 2015.
- Collection System Monthly Overflow Report – April 2015.

The Average Daily Flow for Montara was 0.267 MGD in April 2015. There was no reportable overflow in April in the Montara System. SAM indicates there were 1.22 inches of rain in April 2015.

## RECOMMENDATION:

Review and file.

Attachments



# Attachment A

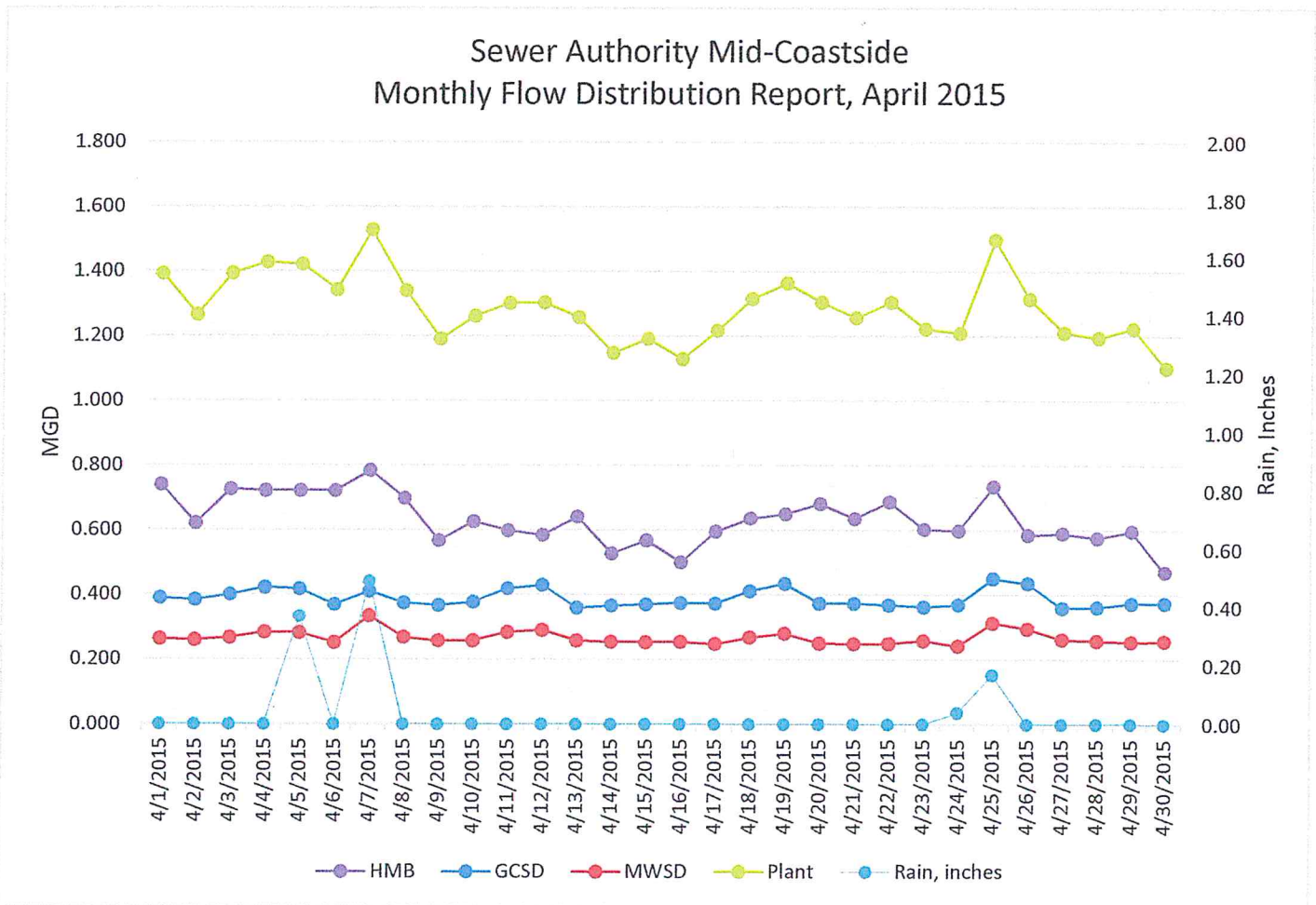
## Flow Distribution Report Summary For April 2015

The daily flow report figures for the month of April 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	0.633	49.2%
Granada Community Services District	0.388	30.1%
Montara Water and Sanitary District	<u>0.267</u>	<u>20.7%</u>
Total	1.288	100.0%



# Sewer Authority Mid-Coastside

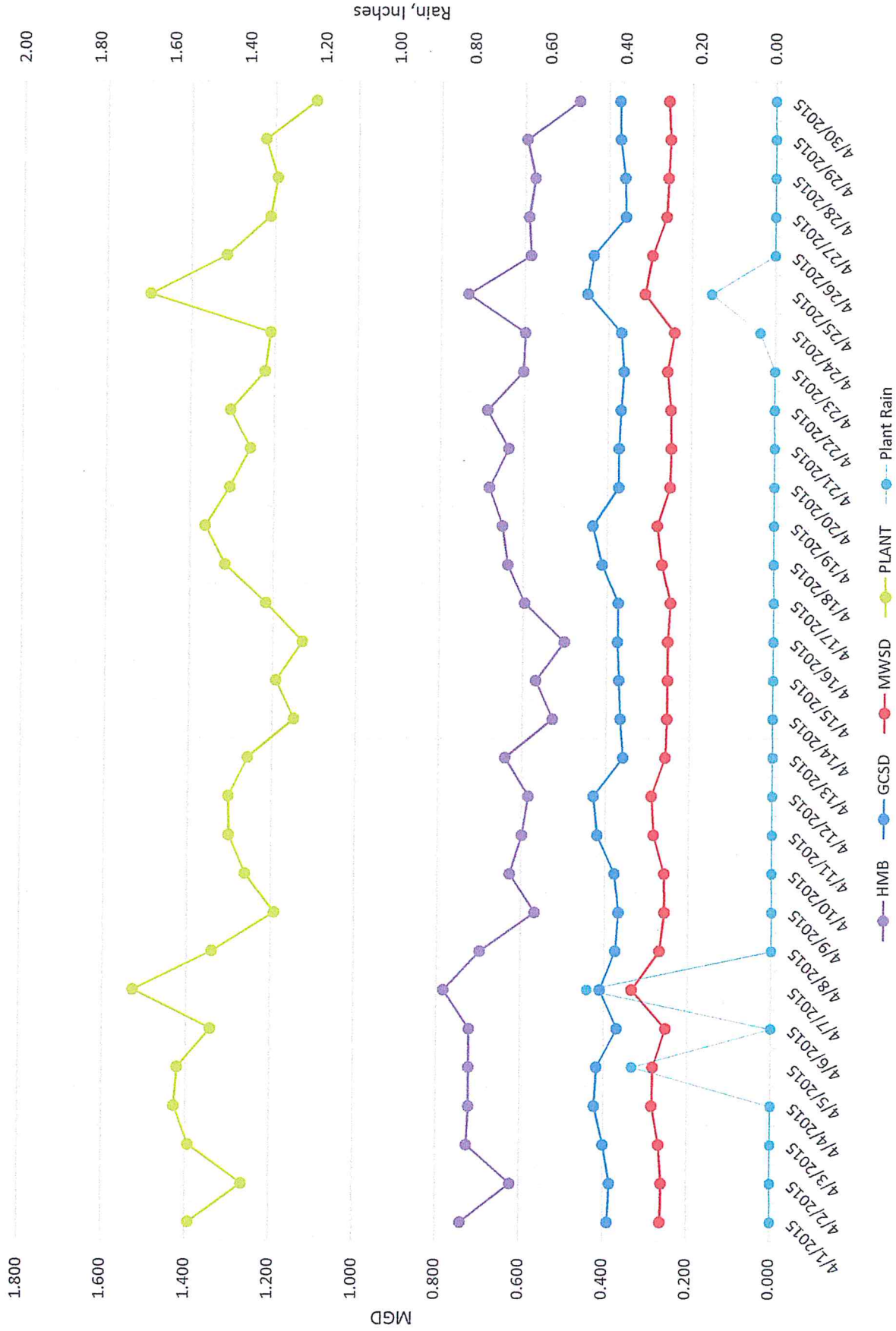
## Monthly Flow Distribution Report

<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>
4/1/2015	0.740	0.389	0.263	1.392	0.00	0.00	0.00
4/2/2015	0.622	0.384	0.260	1.266	0.00	0.00	0.00
4/3/2015	0.726	0.400	0.267	1.393	0.00	0.00	0.00
4/4/2015	0.722	0.422	0.284	1.428	0.00	0.00	0.00
4/5/2015	0.722	0.417	0.282	1.421	0.37	0.13	0.07
4/6/2015	0.721	0.369	0.252	1.343	0.00	0.00	0.00
4/7/2015	0.784	0.410	0.334	1.528	0.49	0.50	0.70
4/8/2015	0.698	0.374	0.268	1.340	0.00	0.00	0.01
4/9/2015	0.567	0.367	0.257	1.192	0.00	0.00	0.00
4/10/2015	0.627	0.377	0.258	1.262	0.00	0.00	0.00
4/11/2015	0.599	0.419	0.284	1.302	0.00	0.00	0.00
4/12/2015	0.584	0.429	0.290	1.304	0.00	0.00	0.00
4/13/2015	0.641	0.359	0.258	1.258	0.00	0.00	0.00
4/14/2015	0.528	0.366	0.254	1.148	0.00	0.00	0.00
4/15/2015	0.569	0.370	0.253	1.192	0.00	0.00	0.00
4/16/2015	0.501	0.374	0.254	1.129	0.00	0.00	0.00
4/17/2015	0.596	0.373	0.248	1.217	0.00	0.00	0.00
4/18/2015	0.636	0.411	0.268	1.316	0.00	0.00	0.00
4/19/2015	0.650	0.434	0.280	1.364	0.00	0.00	0.00
4/20/2015	0.682	0.373	0.250	1.305	0.00	0.00	0.00
4/21/2015	0.636	0.373	0.248	1.257	0.00	0.00	0.00
4/22/2015	0.687	0.368	0.249	1.304	0.00	0.00	0.01
4/23/2015	0.603	0.362	0.258	1.223	0.00	0.00	0.00
4/24/2015	0.599	0.369	0.242	1.210	0.04	0.05	0.01
4/25/2015	0.735	0.450	0.313	1.498	0.17	0.30	0.40
4/26/2015	0.586	0.435	0.295	1.316	0.00	0.00	0.00
4/27/2015	0.590	0.359	0.262	1.212	0.00	0.00	0.00
4/28/2015	0.576	0.361	0.258	1.195	0.00	0.00	0.02
4/29/2015	0.597	0.373	0.254	1.224	0.00	0.00	0.00
4/30/2015	0.471	0.374	0.257	1.103	0.00	0.00	0.00
<b>Totals</b>	<b>18.994</b>	<b>11.646</b>	<b>8.000</b>	<b>38.640</b>	<b>1.07</b>	<b>0.98</b>	<b>1.22</b>

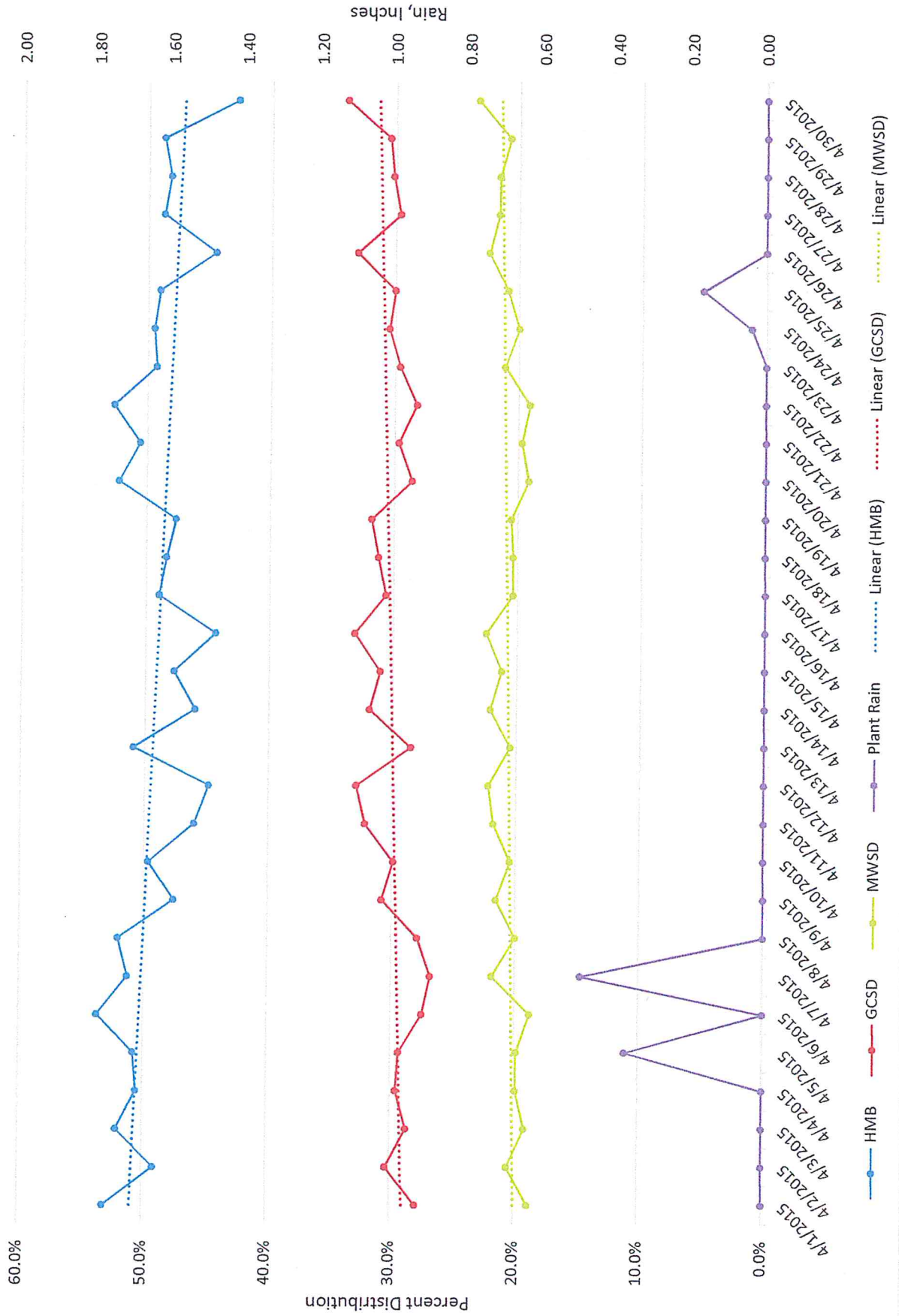
### Summary

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.471	0.359	0.242	1.103
<b>Average</b>	<b>0.633</b>	<b>0.388</b>	<b>0.267</b>	<b>1.288</b>
Maximum	0.784	0.450	0.334	1.528
<b>Distribution</b>	<b>49.2%</b>	<b>30.1%</b>	<b>20.7%</b>	<b>100.0%</b>

# Sewer Authority Mid-Coastside Monthly Flow Distribution Report, April 2015



# Percent Distribution April 2015





# Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, April 2015

April 2015

	Total	HMB	Number GCSD	MWSD	SAM
Roots	0	0	0	0	0
Grease	0	0	0	0	0
Mechanical	0	0	0	0	0
Wet Weather	0	0	0	0	0
Other	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>

### 12 Month Moving Total

	Total	HMB	Number GCSD	MWSD	SAM
Roots	5	0	2	3	0
Grease	3	3	0	0	0
Mechanical	2	0	0	1	1
Wet Weather	1	1	0	0	0
Other	3	2	0	1	0
<b>Total</b>	<b>14</b>	<b>43%</b>	<b>14%</b>	<b>36%</b>	<b>7%</b>

### Reportable SSOs

	Total	HMB	Number GCSD	MWSD	SAM
April 2015	0	0	0	0	0
<b>12 Month Moving Total</b>	<b>14</b>	<b>6</b>	<b>2</b>	<b>5</b>	<b>1</b>

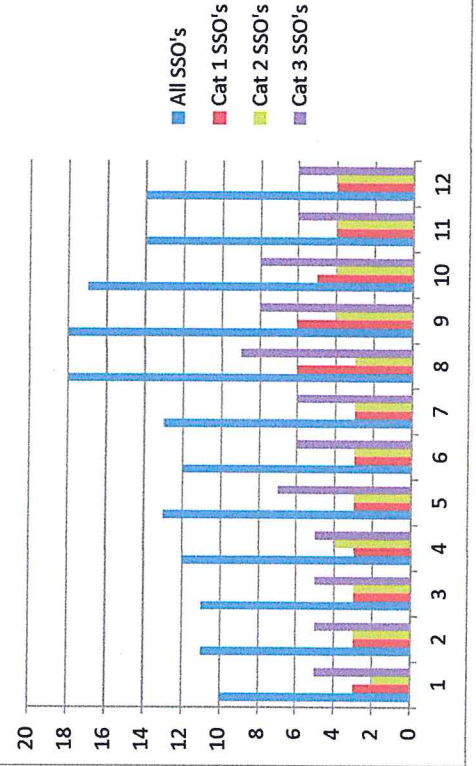
### SSOs / Year / 100 Miles

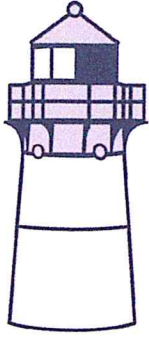
	Total	HMB	Number GCSD	MWSD	SAM
April 2015	0.0	0.0	0.0	0.0	0.0
<b>12 Month Moving Total</b>	<b>13.4</b>	<b>16.2</b>	<b>6.0</b>	<b>18.5</b>	<b>13.7</b>
Category 1	3.8	5.4	0.0	3.7	13.7
Category 2	3.8	8.1	0.0	3.7	0.0
Category 3	5.7	2.7	6.0	11.1	0.0
<b>Miles of Sewers</b>	<b>104.5</b>	<b>37.0</b>	<b>33.2</b>	<b>27.0</b>	<b>7.3</b>
		<b>35.4%</b>	<b>31.8%</b>	<b>25.8%</b>	<b>7.0%</b>

### 12 Month Rolling Total Sewer Cleaning Summary

Month	HMB	GCSD	MWSD	Total Feet	Total Miles
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
Mar-15	5,127	10,476	18,072	33,675	6.4
Apr-15	4,069	24,727	25,006	53,802	10.2
<b>Annual ft</b>	<b>220,498</b>	<b>178,161</b>	<b>128,925</b>	<b>527,584</b>	
<b>Annual Mi.</b>	<b>41.8</b>	<b>33.7</b>	<b>24.4</b>		<b>99.9</b>

12 Month Moving SSO Totals Through April 2015





# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 4, 2015**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

A handwritten signature in blue ink, appearing to read 'Clemens Heldmaier'.

**SUBJECT: Review of Current Investment Portfolio**

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

- The District has most of its idle sewer funds deposited in the State of California's Local Agency Investment Fund (LAIF). The Monthly Average interest rate for April 2015 was 0.283%.
- The District has set up two checking accounts that are largely backed by Federal securities: Water General Account and the Sewer General Account with Wells Fargo Bank.

## RECOMMENDATION:

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



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 4, 2015**

TO: BOARD OF DIRECTORS

**SUBJECT: Connection Permit Applications Received**

As of June 4, 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 June 4, 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

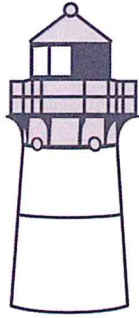
As of June 4, 2015 the following new Water Connection Permit applications were received since the last report:

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: **June 4<sup>th</sup>, 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:

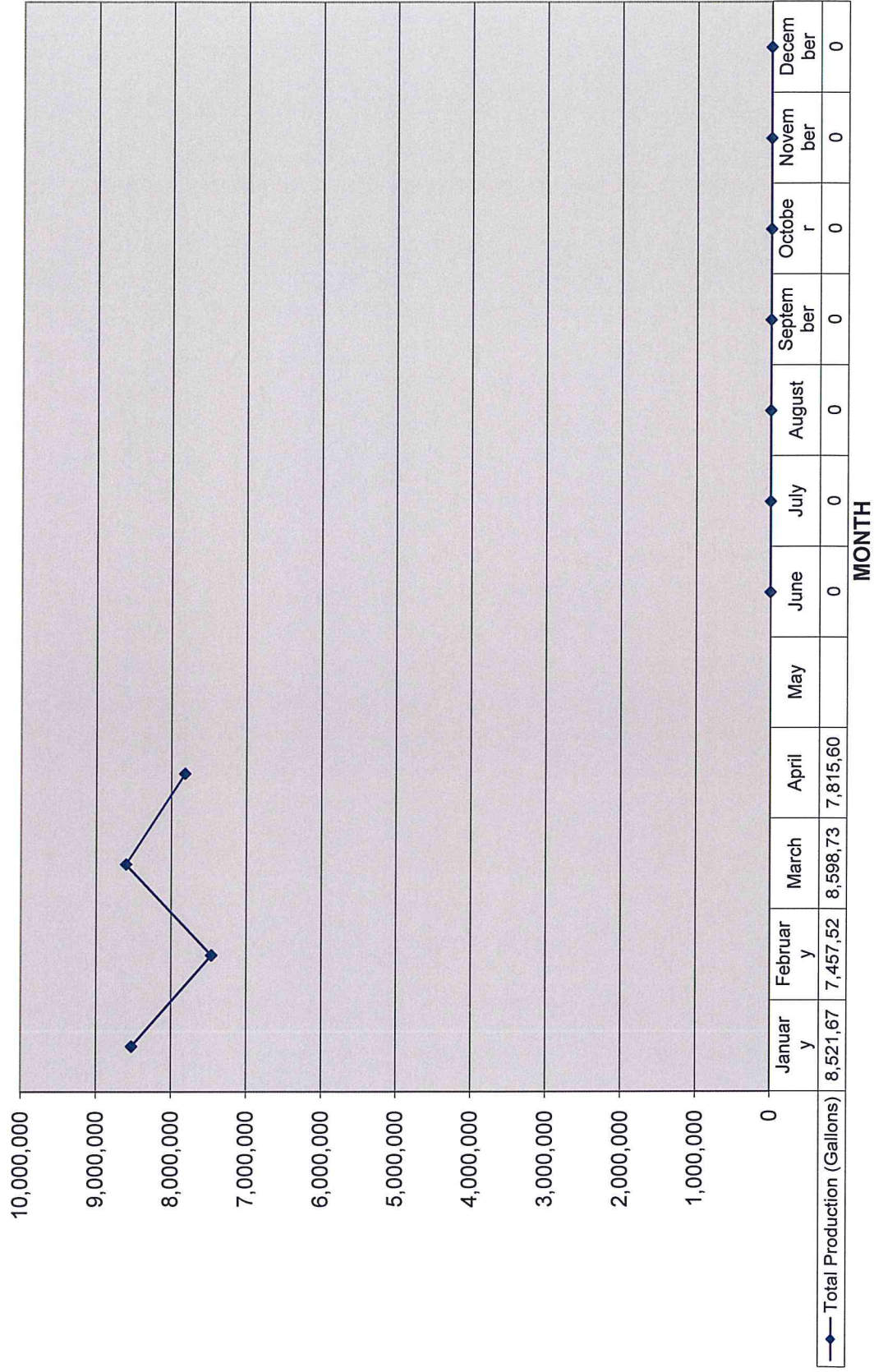
No action is required. This information is presented for the Board's information only.

Attachments

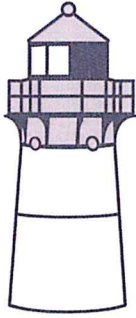




Total Production 2015(Gallons)



GALLONS



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 4<sup>th</sup>, 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: Rain Report**

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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.

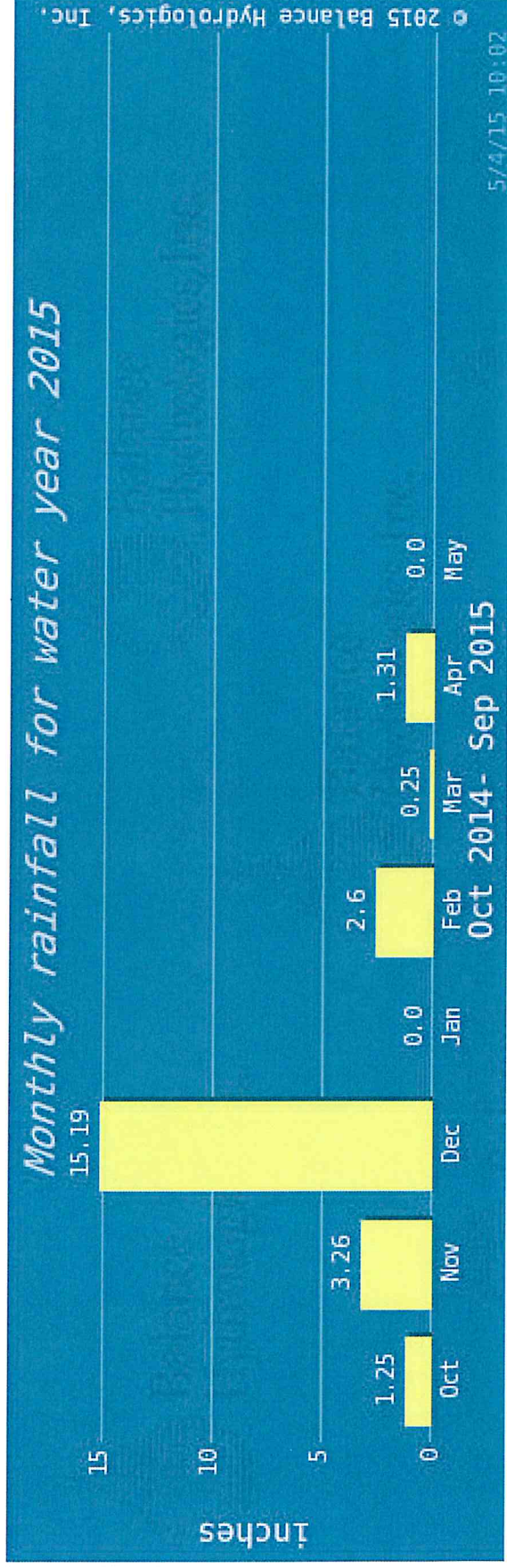
RECOMMENDATION:

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

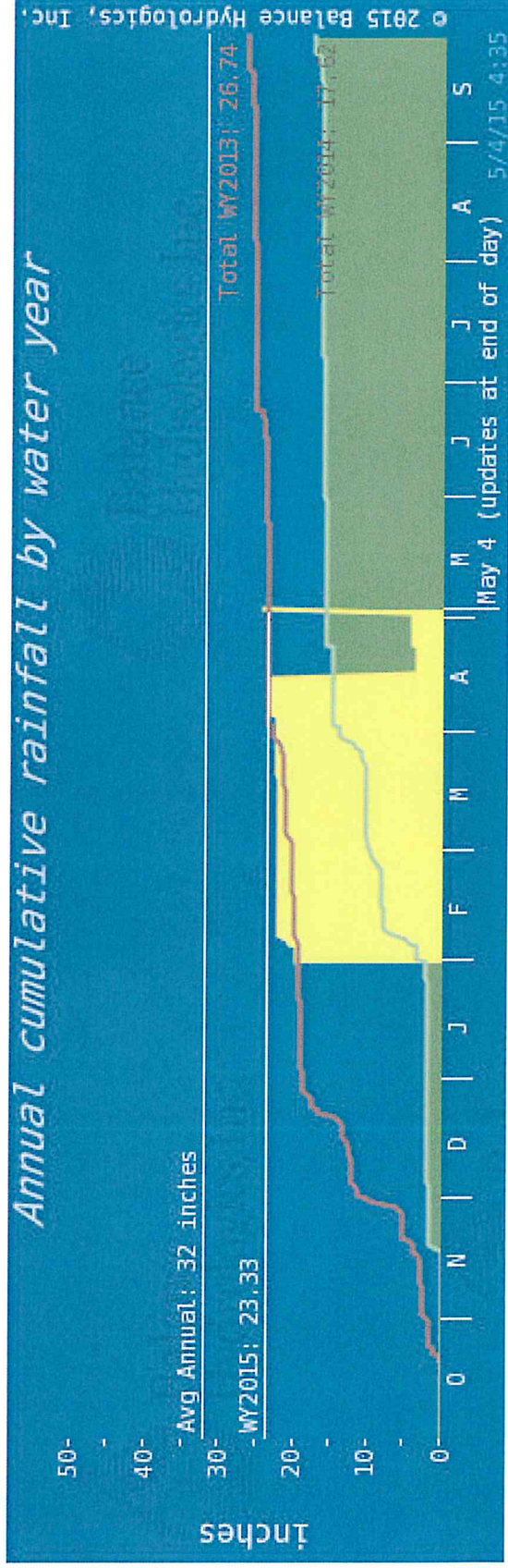
Attachment

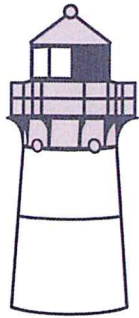


# Monthly Rainfall Report Oct 2014 – Sept 2015



# Annual Cumulative Rainfall





# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 4<sup>th</sup>, 2015**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager



**SUBJECT: Monthly Solar Energy Report**

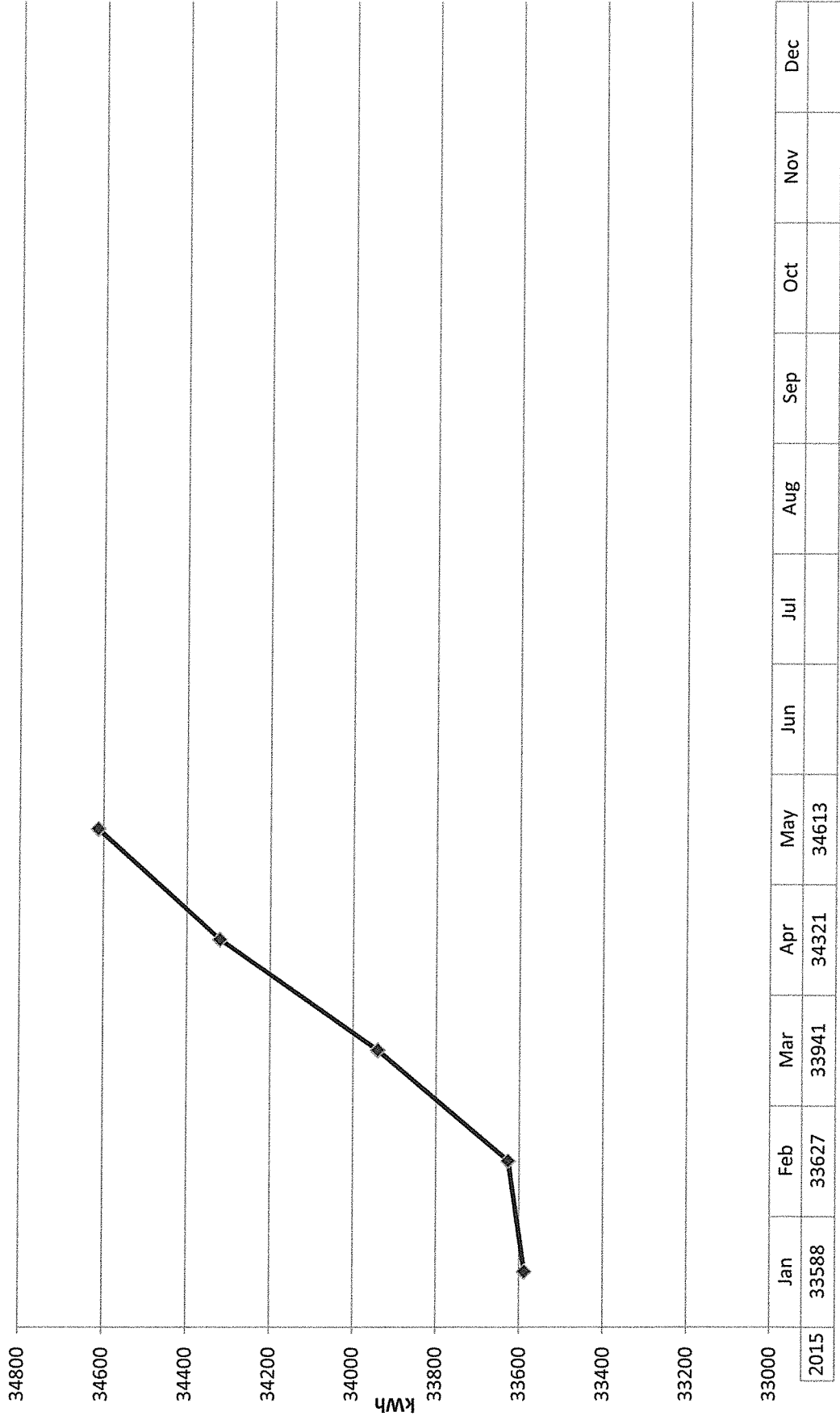
The attached chart summarizes the monthly solar production at the Alta Vista Array. Since the installation of the solar panels the District produced 34613 kWh and saved 58842 lbs of CO<sub>2</sub>.

## RECOMMENDATION:

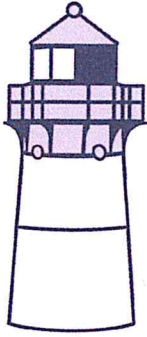
No action is required. This information is presented for the Board's information only.

Attachments

## SOLAR ENERGY PRODUCED IN 2015 (kWh)







# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 4, 2015**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Review of Sewer Authority Mid-Coastside Budget.**

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At the last meeting we presented the SAM Budget that was approved for the Distribution to the member agencies.

A revised version was distributed to the member agencies.

The below list contains the addenda to the SAM Budget FY2015-16, that was discussed at the last SAM Board meeting on April 27, 2015:

- 1) \$5000 to be added to the First Flush line item, rolled up in the Laboratory testing cost center...
- 2) \$15,000 to be added to the Engineering Services Budget, called out to "Update the Recycled Water Study from 2008" - this will be done by SRT as Sole Source
- 3) \$150,000 be added to the Engineering Services Budget, called out as "CEQA Permitting Costs (reimbursable to SAM by OCP and CCWD)"
- 4) \$25,000 be added to the Engineering Services Budget, called out as "Comprehensive Hydraulic Modeling Services"

## RECOMMENDATION:

Adopt Resolution No.\_\_\_\_\_, Resolution of the Montara Water and Sanitary District Approving and Adopting Sewer Authority Mid-Coastside Budget Dated May 26, 2015 for Collection Contract Services for FY 2015-2016, and adopt Resolution No.\_\_\_\_ Resolution of the Montara Water and Sanitary District Consenting to Approval by Sewer Authority Mid-Coastside of its General Budget Dated May 26, 2015 for FY 2015-2016 and its Capitalized Maintenance Budget Dated May 26, 2015.



## RESOLUTION NO. \_\_\_\_\_

### RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT APPROVING AND ADOPTING SEWER AUTHORITY MID-COASTSIDE BUDGET VERSION DATED MAY 26, 2015 FOR COLLECTION CONTRACT SERVICES FOR FISCAL YEAR 2015-2016

**WHEREAS**, pursuant to Section V of that certain Agreement for Maintenance and Operation Services between the Montara Sanitary District (subsequently renamed the Montara Water and Sanitary District) and Sewer Authority Mid-Coastside dated April 7, 1988, the Authority has submitted to the District a budget for collection system maintenance and operation services for Fiscal Year July 1, 2015– June 30, 2016; and

**WHEREAS**, this Board has reviewed the aforesaid budget and desires to signify its approval thereof;

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

1. The budget for collection system maintenance and operation services to be provided by Sewer Authority Mid-CoastSide to the Montara Water and Sanitary District for fiscal year July 1, 2015 – June 30, 2016, as set forth in that certain document entitled, "SAM Member Agency Manager's Collections Budget Fiscal Year 2014-15 May 26, 2015" , a copy of which document is on file in the District Administrative Offices, to which reference is hereby made for the particulars thereof, is hereby approved and a budget approved by the Authority substantially in conformance with the aforesaid Manager's Budget is likewise approved.

2. The District Secretary is hereby authorized and directed to transmit a certified copy of this resolution to Sewer Authority Mid-Coastside.

---

President, Montara Water and Sanitary District

COUNTERSIGNED:

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT  
APPROVING AND ADOPTING SEWER AUTHORITY MID-COASTSIDE  
BUDGET VERSION DATED MAY 26, 2015 FOR COLLECTION CONTRACT  
SERVICES FOR FISCAL YEAR 2015-2016**

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Secretary, Montara Water and Sanitary District

\* \* \* \*

I HEREBY CERTIFY that the foregoing Resolution No. \_\_\_\_\_  
was duly and regularly adopted and passed by the Board of the Montara Water  
and Sanitary District, San Mateo County, California, at a Regular Meeting thereof  
held on the 4<sup>th</sup> day of June 2015, by the following vote:

AYES, Directors:

NOES, Directors:

ABSENT, Directors:

---

Secretary, Montara Water and Sanitary District

RESOLUTION NO. \_\_\_\_

**RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT CONSENTING TO APPROVAL BY SEWER AUTHORITY MID-COASTSIDE OF ITS GENERAL BUDGET VERSION DATED MAY 26, 2015 AND ITS CAPITALIZED MAINTENANCE BUDGET DATED MAY 26, 2015 FOR FISCAL YEAR 2015-2016**

**WHEREAS**, Sewer Authority Mid-Coastside has, pursuant to Article III, Section (F)(3) of the joint exercise of powers agreement dated February 3, 1976, as amended, establishing said Authority, submitted its General Budget and Capitalized Maintenance Budget for fiscal year July 1, 2015 – June 30, 2016 for the consent of this District; and

**WHEREAS**, this Board has reviewed the aforesaid budgets and desires to signify its approval thereof;

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

1. Consent is hereby given to the approval by Sewer Authority Mid-Coastside of its General Budget for fiscal year 2015-2016 entitled, "SAM Member Agency Manager's General Operating Budget Fiscal Year 2015-16 May 26, 2015" and its Capitalized Maintenance Budget entitled, "SAM Member Agency Manager's Capitalized Maintenance Budget May 26, 2015"

2. The District Secretary is hereby authorized and directed to transmit a certified copy of this resolution to Sewer Authority Mid-Coastside, the Granada Sanitary District and the City of Half Moon Bay.

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President, Montara Water and Sanitary District

COUNTERSIGNED:

RESOLUTION NO. \_\_\_\_

RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT CONSENTING TO APPROVAL BY SEWER AUTHORITY MID-COASTSIDE OF ITS GENERAL BUDGET VERSION DATED MAY 26, 2015 AND ITS CAPITALIZED MAINTENANCE BUDGET DATED MAY 26, 2015 FOR FISCAL YEAR 2015-2016

\_\_\_\_\_  
Secretary, Montara Water and Sanitary District

\* \* \* \*

I HEREBY CERTIFY that the foregoing Resolution No. \_\_\_\_ was duly and regularly passed and adopted by the Board of the Montara Water and Sanitary District, County of San Mateo, California, at a Regular Meeting thereof held on the 4<sup>th</sup> day of May 2015, by the following vote:

AYES, Directors:

NOES, Directors:

ABSENT, Directors:

\_\_\_\_\_  
Secretary, Montara Water and Sanitary District

**SAM COLLECTIONS BUDGET  
FISCAL YEAR 2015-16**

**May 26, 2015**

## SEWER AUTHORITY MID-COASTSIDE

### FY2015-16 Collections System Budget Assessment

	HMB	GCSD	MWSD	Total
<b>Collection Hour Distribution</b>	36.32%	27.42%	36.26%	100.00%
Fixed Insurance Costs	\$ 13,117	\$ 11,032	\$ 20,621	\$ 44,770
Collection General Subtotal	\$ 340,506	\$ 257,051	\$ 339,879	\$ 937,436
<b>Annual Collections Assessments</b>	<b>\$ 353,623</b>	<b>\$ 268,083</b>	<b>\$ 360,500</b>	<b>\$ 982,206</b>
<b>General Monthly Assessment</b>	<b>\$ 29,469</b>	<b>\$ 22,340</b>	<b>\$ 30,042</b>	<b>\$ 81,851</b>

The Collection General Budget is distributed based on average employee hours.

Insurance costs are costs for individual liability insurance for all three member agencies to cover sewage overflows, especially into homes. Insurance costs also include liability insurance for MWSD's water system. Because these costs are not subject to assessment based on average employee hours, they are fixed costs.

The fixed insurance cost is subtracted from the total Collection General Budget. The difference is distributed amongst the member agencies based on average employee hours.

## SEWER AUTHORITY MID-COASTSIDE

### Collections Assessment Comparison

	Actual FY2013-14	FY2014-15 Budgeted Revenue	FY2015-16 Proposed Revenue	Change from FY 2014-15	
				\$	%
Collections	\$ 838,176	\$ 869,109	\$ 982,206	\$ 113,097	13.0%
<b>Total</b>	<b>\$ 838,176</b>	<b>\$ 869,109</b>	<b>\$ 982,206</b>	<b>\$ 113,097</b>	<b>13.0%</b>

### Collections Expenditure Comparison

	Actual FY2013-14	FY2014-15 Budgeted Expenditures	FY2015-16 Proposed Expenditures	Change from FY 2014-15	
				\$	%
Collections	\$ 677,704	\$ 869,109	\$ 982,206	\$ 113,098	13.0%
<b>Total</b>	<b>\$ 677,704</b>	<b>\$ 869,109</b>	<b>\$ 982,206</b>	<b>\$ 113,098</b>	<b>13.0%</b>

**SEWER AUTHORITY MID-COASTSIDE**

FY 2015-16

**Member Agency Collections Assessment Comparison**

City of Half Moon Bay					
	Actual	Current	Proposed	Change from FY 2014-15	
	FY2013-14	FY2014-15	FY2015-16	\$	%
Collections	\$ 275,760	\$ 300,195	\$ 353,623	\$ 53,428	17.8%
Total	\$ 275,760	\$ 300,195	\$ 353,623	\$ 53,428	17.8%
Monthly Total	\$ 22,980	\$ 25,016	\$ 29,469	\$ 4,452	17.8%

Granada Community Services District					
	Actual	Current	Proposed	Change from FY 2014-15	
	FY2013-14	FY2014-15	FY2015-16	\$	%
Collections	\$ 229,548	\$ 263,061	\$ 268,083	\$ 5,022	1.9%
Total	\$ 229,548	\$ 263,061	\$ 268,083	\$ 5,022	1.9%
Monthly Total	\$ 19,129	\$ 21,922	\$ 22,340	\$ 418	1.9%

Montara Water and Sanitary District					
	Actual	Current	Proposed	Change from FY 2014-15	
	FY2013-14	FY2014-15	FY2015-16	\$	%
Collections	\$ 332,868	\$ 305,853	\$ 360,500	\$ 54,647	17.9%
Total	\$ 332,868	\$ 305,853	\$ 360,500	\$ 54,647	17.9%
Monthly Total	\$ 27,739	\$ 25,488	\$ 30,042	\$ 4,554	17.9%

<b>Total</b>	<b>\$ 838,176</b>	<b>\$ 869,109</b>	<b>\$ 982,206</b>	<b>\$ 113,097</b>	<b>13.0%</b>
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**SEWER AUTHORITY MID-COASTSIDE**

Collections Budget

Grouped Categories	Actual	FY2014-15	FY2015-16	Change from		Distribution
	FY2013-14	Budgeted Expenditures	Proposed Expenditures	FY 2014-15		
				\$	%	
Personnel	\$ 573,006	\$ 743,551	\$ 869,724	\$ 126,173	17.0%	88.5%
Utilities	\$ 3,347	\$ 3,442	\$ 4,043	\$ 601	17.4%	0.4%
Professional Services	\$ 19,500	\$ 30,000	\$ 30,000	\$ -	0.0%	3.1%
Chemicals	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
Sludge/Solids	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
Maintenance	\$ 4,129	\$ 8,250	\$ 5,750	\$ (2,500)	-30.3%	0.6%
All Other Accounts	\$ 77,721	\$ 83,866	\$ 72,690	\$ (11,176)	-13.3%	7.4%
Passthrough Accounts	\$ -	\$ -	\$ -	\$ -	0.0%	
<b>Total</b>	<b>677,704</b>	<b>869,109</b>	<b>982,206</b>	<b>113,098</b>	<b>13.0%</b>	<b>100.0%</b>





# Collections

Sewer Authority Mid-Coastside

## Collections Contract Budget

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
5162006	Chemicals-NaOCl-Pump Station										
5162007	Chemicals-Polymer										
5162008	Chemicals-FeCl3										
5162010	Chemicals-NaOH-Plant										
5172001	Lab Chemicals										
5172002	Lab Maintenance Supplies										
5172003	Lab General										
5172004	Public Outreach Gen Supplies										
5181001	Office Equipment	252									
5182002	Vehicles	4,129		7,500	10,774	143.7%	21,548	287.3%	5,000	-2,500	-33.3%
5182003	Building and Grounds	9,343									
5182004	Pump Station										
5182005	Plant Equipment										
5182013	Facility Roofing										
5182014	Instrumentation										
5184020	Leahate Delivery Expenses										
5184006	Sewer Line - HMB										
5184007	Sewer Line-GCSD										
5184008	Sewer Line - MWSD										
5184009	Lift Station - HMB										
5184010	Lift Station - GCSD										
5184011	Lift Station-MWSD										
5184012	SAM Collection Equipment	6,114	11,491	12,000	24,528	204.4%	49,056	408.8%	14,000	2,000	16.7%
52310	Service/Bank Charges										
52410	Interest Expense										
52510	Depreciation Expense										
5202001	Mechanical Tools										
5202002	General Tools	264	353	756	65	8.5%	129	17.1%	756	0	0.0%
53210	Fines and Penalties										
<b>Total Expenses</b>		764,767	677,704	869,109	402,875	46.4%	805,750	92.7%	982,206	113,098	13.0%

**SEWER AUTHORITY MID-COASTSIDE  
PROPOSED FY2015-2016 BUDGET  
Class: COLLECTIONS**

**REVENUE**

Current Yr    Last Yr

**EXPENSES**

**5021001      Productive Payroll      \$ 541,067    \$ 448,668**

This is salary for employees in this account class. This total reflects 3.75% MOU related increase for the fiscal year. The total also includes 2 step (5.0%) increases and 2 increases (5.0%) for obtaining Class B licenses. The budgeted amount includes 4 full-time Collection employees as well as an allocation 2.475 employees from other departments, an increase in allocation from FY 2014-15.

Item	Cost
Salary	\$516,931
Step Increases	\$3,988
Estimated Certifications	\$10,675
MOU Increase	\$9,473

**5021002      Overtime      \$ 45,098    \$ 40,983**

This is for overtime pay to represented employees. SAM has an MOU with Stationary Engineers Local 39. That MOU specifies the conditions and amounts for overtime pay. For this account class, we projected the FY2015-16 total based upon the actuals thru December 2014. Overtime is used for sewer system callouts, emergency response to alarm conditions and storm related staffing. There is an increase in FY 2015-16 due to a higher projection of actual expenses in FY 2014-15

**5021004      Benefits      \$ 227,940    \$ 238,740**

This account is used for MOU-required benefits. SAM provides CalPERS retirement at 2%@55 for "classic" employees and 2%@62 for new hires. CalPERS retirement cost is reduced due to MOU-related 1% increase for "classic" CALPERS employee's contribution. Medical/Dental/Life/Vision represents actual cost plus 2.8% estimated increase. LTD insurance cost increase of 5% and workers comp insurance increase of 5%, as projected by CSRMA.

Item	Cost
CalPERS retirement	\$76,412
Medical/Dental/Life/Vision	\$119,244



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<b>5052002</b>	<b>Laundry Service</b>			<b>\$ 2,412</b>	<b>\$ 2,412</b>
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These are costs associated with the laundering of MOU-required uniforms.

<b>Item</b>	<b>Units/Year</b>	<b>Rate</b>	<b>Cost</b>
Uniform Service (per Ee)	52	\$46	\$2,412

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<b>50810</b>	<b>Skills Improvements</b>			<b>\$ 8,500</b>	<b>\$ 1,600</b>
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These are costs associated with employee skill improvements for four employees. 3 SAM staff will need to obtain training for new Vector Truck commercial drivers licenses

<b>Item</b>		<b>Rate</b>	<b>Cost</b>
CDL School	3	\$2,500	\$7,500
Other	4	\$250	\$1,000

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<b>50910</b>	<b>Meetings and Travel</b>			<b>\$ 500</b>	<b>\$ 500</b>
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These are costs associated with one employee meeting, conference, seminar costs and associated travel costs.

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<b>5102001</b>	<b>Safety Training</b>			<b>\$ 2,400</b>	<b>\$ 2,400</b>
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These are costs associated with safety training.

<b>Item</b>		<b>Rate</b>	<b>Cost</b>
Cintas Safety Training	4	\$600	\$2,400

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<b>5102002</b>	<b>Safety Shoes</b>			<b>\$ 880</b>	<b>\$ 880</b>
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These are costs associated with MOU-required safety shoe reimbursement. Current reimbursement is \$220/ employee.

<b>Item</b>		<b>Rate</b>	<b>Cost</b>
Safety shoes	4	\$220	\$880

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<b>5102003</b>	<b>Personal Safety Equipment</b>			<b>\$ 1,000</b>	<b>\$ 1,000</b>
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These are costs associated with personal safety equipment such as gloves, raingear, boots, safety vests, goggles.

<b>Item</b>		<b>Rate</b>	<b>Cost</b>
Personal Safety Equipment	4	\$250	\$1,000

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<b>5102005</b>	<b>Safety Equipment</b>			<b>\$ 699</b>	<b>\$ 824</b>
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These are costs associated with safety equipment other than personal equipment. These include SCBAs, Air Detectors, etc.

Item		Rate	Cost
SCBA Units	1	\$232	\$232
Equipment Repair & Maint	1	\$317	\$317
SCBA Tanks	3	\$50	\$150

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**5111003 Office Supplies** \$ 257 \$ 257

These are costs associated with office supplies - paper, pens, clips etc.

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**5111005 General Supplies** \$ 516 \$ 516

These costs are for various supplies used in the daily operation of the Collection System and associated equipment. This would include nuts, bolts and other hardware, paints, brooms and cleaning supplies, herbicides. etc.

Item		Rate	Cost
General	12	\$43	\$516

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**5121002 Liability Insurance** \$ 44,770 \$ 56,221

Liability insurance for SAM operations reduced based on 2015 actual expenditures plus avg anticipated 5% increase projected by insurance carrier, CSRMA for 2016.

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**5132004 Water** \$ 4,043 \$ 3,442

These are potable water service costs. Potable water is used at the SAM plant and pump stations for domestic purposes, pump seal water, odor control street wash down and fire protection. Anticipated water use to increase due to increased capacity of new Vactor flushing truck.

Item		Rate	Cost
Water for flushing	350	\$ 11.55	\$4,043

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**5152001 Diesel** \$ 5,600 \$ 6,000

Diesel fuel costs drop due to price, volume anticipated to increase for new Vactor.

Item		Rate	Cost
Diesel Fuel	1600	\$3.50	\$5,600

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**5152002 Gasoline** \$ 1,800 \$ 3,000



Gasoline fuel costs for SAM's Collection System vehicles.

Item		Rate	Cost
Gasoline	600	\$3.00	\$1,800

**5152003 Lubricants** **\$ 250 \$ 250**

Cost of equipment lubricants for SAM's Collection System vehicles and equipment.

Item		Rate	Cost
Lubricants	12	\$ 20.83	\$250

**5162002 Maintenance** **\$ 500 \$ 500**

These are costs related to the SAM Collections System equipment maintenance. This includes parts and outside labor.

Item		Rate	Cost
Various	12	\$ 41.66	\$500

**5182002 Vehicles** **\$ 5,000 \$ 7,500**

These are costs for accessories and for repairs to vehicles such as annual services, brakes, safety equipment and the like. We have reduced this account in anticipation that the new Vector will be a more reliable unit than the older flusher truck.

Item		Rate	Cost
Maintenance / Repairs	2	\$ 2,500	\$5,000

**5184012 SAM Collection Equipment** **\$ 14,000 \$ 12,000**

Costs associated with routine repairs to and minor replacement of SAM collection equipment which includes hose replacement, camera equipment service and/or replacement, nozzles, etc. Push camera needed to inspect sewer mains for QA/QC of flushing work.

Item		Rate	Cost
Various	3	\$1,000	\$3,000
Push-Camera	1	\$11,000	\$11,000

**5202002 General Tools** **\$ 756 \$ 756**

Costs for tools other than Mechanic's tools.

Item	No	Rate	Cost
Various tools	12	\$63	\$756

**TOTAL COLLECTION EXPENDITURES:** **\$ 982,206**



**SEWER AUTHORITY MID-COASTSIDE**

**Collection Percentage Allocation**

Based off prior year Calendar Year Distribution

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	
FY 2015-16 Rate	36.32%	27.42%	36.26%	(based off Calendar Year 2014 Hours)
FY 2014-15 Rate	34.91%	30.65%	34.43%	(based off Calendar Year 2013 Hours)
Percent Change	4.04%	-10.54%	5.29%	

Hour Distribution - Calendar Year 2014							
	HMB	GCSD	MWSD	Total	% HMB	% GCSD	% MWSD
January 2014	124.87	195.45	315.67	635.99	19.63%	30.73%	49.63%
February 2014	118.97	144.40	290.62	553.99	21.48%	26.07%	52.46%
March 2014	125.17	191.62	254.21	571.00	21.92%	33.56%	44.52%
April 2014	227.23	200.42	274.26	701.91	32.37%	28.55%	39.07%
May 2014	138.38	108.53	368.10	615.01	22.50%	17.65%	59.85%
June 2014	318.83	121.22	95.20	535.25	59.57%	22.65%	17.79%
July 2014	226.91	255.61	147.98	630.50	35.99%	40.54%	23.47%
August 2014	248.62	189.21	176.82	614.65	40.45%	30.78%	28.77%
September 2014	346.46	250.39	125.41	722.26	47.97%	34.67%	17.36%
October 2014	329.51	263.24	169.75	762.50	43.21%	34.52%	22.26%
November 2014	295.86	94.09	257.91	647.86	45.67%	14.52%	39.81%
December 2014	280.15	85.19	299.91	665.25	42.11%	12.81%	45.08%
<b>Totals</b>	2780.96	2099.37	2775.84	7656.17	36.32%	27.42%	36.26%

Hour Distribution - Calendar Year 2013							
	HMB	GCSD	MWSD	Total	% HMB	% GCSD	% MWSD
January 2013	106.51	314.60	287.84	708.95	15.02%	44.38%	40.60%
February 2013	92.89	201.98	261.63	556.50	16.69%	36.29%	47.01%
March 2013	120.42	194.06	316.02	630.50	19.10%	30.78%	50.12%
April 2013	94.67	185.40	403.93	684.00	13.84%	27.11%	59.05%
May 2013	113.48	204.74	383.29	701.51	16.18%	29.19%	54.64%
June 2013	279.08	191.59	147.08	617.75	45.18%	31.01%	23.81%
July 2013	275.27	281.58	130.14	686.99	40.07%	40.99%	18.94%
August 2013	291.82	211.27	145.91	649.00	44.96%	32.55%	22.48%
September 2013	245.94	248.90	167.66	662.50	37.12%	37.57%	25.31%
October 2013	344.63	206.20	172.67	723.50	47.63%	28.50%	23.87%
November 2013	319.30	119.46	176.24	615.00	51.92%	19.42%	28.66%
December 2013	457.32	46.98	111.20	615.50	74.30%	7.63%	18.07%
<b>Totals</b>	2741.33	2406.76	2703.61	7851.70	34.91%	30.65%	34.43%

**SAM GENERAL OPS & CAPITALIZED  
MAINTENANCE BUDGET  
FISCAL YEAR 2015-16**

**May 26, 2015**

**SEWER AUTHORITY MID-COASTSIDE**

**FY2015-16 JPA/O&M Budgeted Assessments**

	<u>HMB</u>		<u>GCSD</u>		<u>MWSD</u>		<u>Total</u>
JPA/O&M Distribution	49.7%		28.5%		21.8%		100.0%
 <b><u>Annual Assessments</u></b>							
Admin General	\$ 557,861	\$	319,900	\$	244,695	\$	1,122,456
Treatment General	\$ 1,056,004	\$	605,555	\$	463,197	\$	2,124,756
NDWSCP General	\$ -	\$	-	\$	-	\$	-
 <b>Annual JPA/O&amp;M Total</b>	 <b>\$ 1,613,864</b>	 <b>\$</b>	 <b>925,455</b>	 <b>\$</b>	 <b>707,892</b>	 <b>\$</b>	 <b>3,247,212</b>
 <b>Monthly JPA/O&amp;M Total</b>	 <b>\$ 134,489</b>	 <b>\$</b>	 <b>77,121</b>	 <b>\$</b>	 <b>58,991</b>		

\* Non-Domestic Waste Source Control Program (NDWSCP) costs are not included in assessment allocations because, except for some administrative costs, this program is funded entirely by commercial users and not the member agencies.



## SEWER AUTHORITY MID-COASTSIDE

### JPA/O&M Flow Calculation (using 1 year average)

Admin/Treatment	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	
FY 2015-16	49.7%	28.5%	21.8%	(based off Calendar Year 2014 Hours)
FY 2014-15	48.9%	31.3%	19.8%	(based off Calendar Year 2013 Hours)
Difference	1.6%	-9.0%	10.3%	

Flow Distribution - Calendar Year 2014								
	Plant	HMB	GCSD	MWSD	Other	% HMB	% GCSD	% MWSD
January 14	1.318	0.660	0.383	0.275	0.000	50.1%	29.1%	20.9%
February 14	1.592	0.735	0.514	0.343	0.000	46.2%	32.3%	21.5%
March 14	1.497	0.691	0.476	0.331	0.000	46.2%	31.8%	22.1%
April 14	1.534	0.678	0.499	0.356	0.000	44.2%	32.5%	23.2%
May 14	1.339	0.655	0.419	0.265	0.000	48.9%	31.3%	19.8%
June 14	1.348	0.682	0.411	0.255	0.000	50.6%	30.5%	18.9%
July 14	1.323	0.654	0.416	0.253	0.000	49.4%	31.4%	19.1%
August 14	1.323	0.697	0.366	0.260	0.000	52.7%	27.7%	19.7%
September 14	1.305	0.694	0.333	0.277	0.000	53.2%	25.5%	21.2%
October 14	1.293	0.695	0.324	0.273	0.000	53.8%	25.1%	21.1%
November 14	1.399	0.743	0.376	0.280	0.000	53.1%	26.9%	20.0%
December 14	3.040	1.522	0.696	0.821	0.000	50.1%	22.9%	27.0%
Jan 2014 thru Dec 2014	18.311	9.106	5.213	3.989	0.000	49.7%	28.5%	21.8%

Flow Distribution - Calendar Year 2013								
	Plant	HMB	GCSD	MWSD	Other	% HMB	% GCSD	% MWSD
January 13	1.772	0.858	0.563	0.351	0.000	48.4%	31.8%	19.8%
February 13	1.505	0.714	0.492	0.299	0.000	47.4%	32.7%	19.9%
March 13	1.506	0.715	0.479	0.312	0.000	47.5%	31.8%	20.7%
April 13	1.481	0.700	0.465	0.316	0.000	47.3%	31.4%	21.3%
May 13	1.418	0.707	0.430	0.281	0.000	49.9%	30.3%	19.8%
June 13	1.408	0.701	0.426	0.281	0.000	49.8%	30.3%	20.0%
July 13	1.389	0.669	0.450	0.270	0.000	48.2%	32.4%	19.4%
August 13	1.359	0.657	0.438	0.264	0.000	48.3%	32.2%	19.4%
September 13	1.351	0.640	0.457	0.254	0.000	47.4%	33.8%	18.8%
October 13	1.361	0.678	0.432	0.251	0.000	49.8%	31.7%	18.4%
November 13	1.394	0.721	0.401	0.272	0.000	51.7%	28.8%	19.5%
December 13	1.375	0.713	0.389	0.273	0.000	51.9%	28.3%	19.9%
Jan 2013 thru Dec 2013	17.319	8.473	5.422	3.424	0.000	48.9%	31.3%	19.8%

## SEWER AUTHORITY MID-COASTSIDE

### JPA/O&M Revenue Comparison

	Actual FY2013-14	FY2014-15 Budgeted Revenue	FY2015-16 Proposed Revenue	Change from FY 2014-15	
				\$	%
<b>Member Assessments</b>					
Admin	\$ 1,080,360	\$ 1,094,405	\$ 1,122,456	\$ 28,051	2.6%
Treatment	\$ 2,005,308	\$ 2,061,969	\$ 2,124,756	\$ 62,787	3.0%
<b>Total</b>	<b>\$ 3,085,668</b>	<b>\$ 3,156,374</b>	<b>\$ 3,247,212</b>	<b>\$ 90,838</b>	<b>2.9%</b>
<b>Other Revenues (not from Member Assessments)</b>					
NDWSCP	\$ 40,702	\$ 45,773	\$ 52,277	\$ 6,504	14.2%
Admin - Other	\$ 70,627	\$ 32,769	\$ 35,277	\$ 2,508	7.7%
Treatment -Other	\$ 6,335	\$ 12,000	\$ 6,000	\$ (6,000)	-50.0%
<b>Total Other Revenue</b>	<b>\$ 117,663</b>	<b>\$ 90,542</b>	<b>\$ 93,554</b>	<b>\$ 9,012</b>	<b>10.0%</b>
<b>Total Revenues</b>	<b>\$ 3,203,331</b>	<b>\$ 3,246,916</b>	<b>\$ 3,340,766</b>	<b>\$ 99,850</b>	<b>3.1%</b>

### JPA/O&M Expenditure Comparison

	Actual FY2013-14	FY2014-15 Budgeted Expenditures	FY2015-16 Proposed Expenditures	Change from FY 2014-15	
				\$	%
Admin	\$ 1,159,711	\$ 1,127,174	\$ 1,157,733	\$ 30,559	2.7%
Treatment	\$ 1,930,669	\$ 2,073,969	\$ 2,130,756	\$ 56,787	2.7%
NDWSCP	\$ 49,655	\$ 45,773	\$ 52,277	\$ 6,504	14.2%
<b>Total</b>	<b>\$ 3,140,035</b>	<b>\$ 3,246,916</b>	<b>\$ 3,340,766</b>	<b>\$ 93,850</b>	<b>2.9%</b>



**SEWER AUTHORITY MID-COASTSIDE**

FY 2015-16

Member Agency **JPA/O&M** Assessment Comparison

City of Half Moon Bay					
	Actual	Current	Proposed	Change from FY 2014-15	
	FY2013-14	FY2014-15	FY2015-16	\$	%
Admin	\$ 540,672	\$ 535,417	\$ 557,861	\$ 22,443	4.2%
Treatment	\$ 1,003,560	\$ 1,008,780	\$ 1,056,004	\$ 47,223	4.7%
NDWSCP	\$ -	\$ -	\$ -	\$ -	
<b>Total</b>	<b>\$ 1,544,232</b>	<b>\$ 1,544,198</b>	<b>\$ 1,613,864</b>	<b>\$ 69,667</b>	<b>4.5%</b>
<b>Monthly Total</b>	<b>\$ 128,686</b>	<b>\$ 128,683</b>	<b>\$ 134,489</b>	<b>\$ 5,806</b>	<b>4.5%</b>

Granada Community Services District					
	Actual	Current	Proposed	Change from FY 2014-15	
	FY2013-14	FY2014-15	FY2015-16	\$	%
Admin	\$ 309,588	\$ 342,622	\$ 319,900	\$ (22,722)	-6.6%
Treatment	\$ 574,656	\$ 645,534	\$ 605,555	\$ (39,978)	-6.2%
NDWSCP	\$ -	\$ -	\$ -	\$ -	
<b>Total</b>	<b>\$ 884,244</b>	<b>\$ 988,155</b>	<b>\$ 925,455</b>	<b>\$ (62,700)</b>	<b>-6.3%</b>
<b>Monthly Total</b>	<b>\$ 73,687</b>	<b>\$ 82,346</b>	<b>\$ 77,121</b>	<b>\$ (5,225)</b>	<b>-6.3%</b>

Montara Water and Sanitary District					
	Actual	Current	Proposed	Change from FY 2014-15	
	FY2013-14	FY2014-15	FY2015-16	\$	%
Admin	\$ 230,100	\$ 216,366	\$ 244,695	\$ 28,329	13.1%
Treatment	\$ 427,092	\$ 407,655	\$ 463,197	\$ 55,541	13.6%
NDWSCP	\$ -	\$ -	\$ -	\$ -	
<b>Total</b>	<b>\$ 657,192</b>	<b>\$ 624,021</b>	<b>\$ 707,892</b>	<b>\$ 83,871</b>	<b>13.4%</b>
<b>Monthly Total</b>	<b>\$ 54,766</b>	<b>\$ 52,002</b>	<b>\$ 58,991</b>	<b>\$ 6,989</b>	<b>13.4%</b>

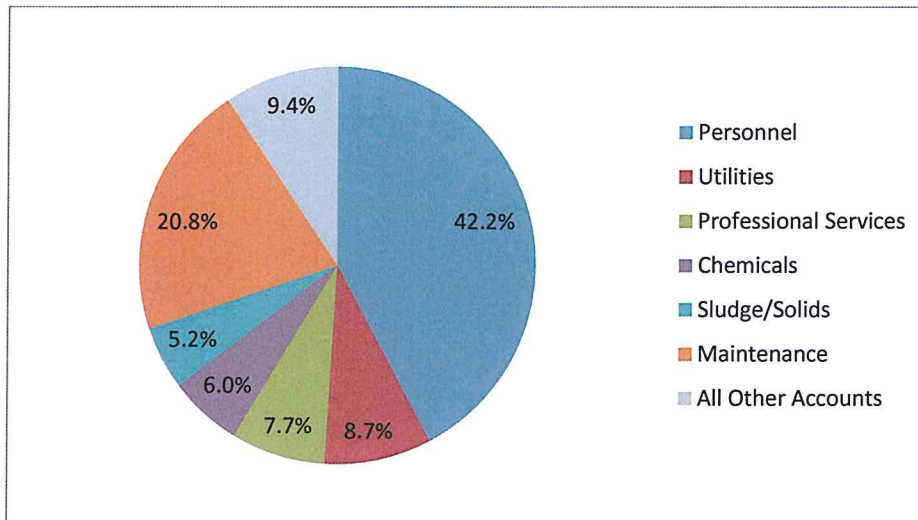
<b>Total</b>	<b>\$ 3,085,668</b>	<b>\$ 3,156,374</b>	<b>\$ 3,247,212</b>	<b>\$ 90,838</b>	<b>2.9%</b>
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\* Non-Domestic Waste Source Control Program (NDWSCP) costs are not included in assessment allocations because, except for some administrative costs, this program is funded entirely by commercial users and not the member agencies.



**SEWER AUTHORITY MID-COASTSIDE**  
 General Operating Budget - Cost Center Roll-Up

Grouped Categories	Actual FY2013-14	FY2014-15 Budgeted Expenditures	FY2015-16 Proposed Expenditures	Change from FY 2014-15	
				\$	%
Personnel	1,087,674	1,261,447	1,410,754	\$ 149,307	11.8%
Utilities	301,613	290,180	291,748	\$ 1,569	0.5%
Professional Services	513,940	317,086	257,032	\$ (60,054)	-18.9%
Chemicals	180,006	192,995	198,923	\$ 5,928	3.1%
Sludge/Solids	164,283	173,372	173,372	\$ -	0.0%
Maintenance	624,510	694,715	695,715	\$ 1,000	0.1%
All Other Accounts	268,009	317,122	313,222	\$ (3,900)	-1.2%
Passthrough Accounts	-	-	-	\$ -	0.0%
<b>Total</b>	<b>3,140,035</b>	<b>3,246,916</b>	<b>3,340,766</b>	<b>93,850</b>	<b>2.9%</b>



General Operating Budget  
Admin, Treatment and NDWSCP

Sewer Authority Mid-Coastside

General Operating Budget

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
<b>Income Accounts</b>											
4011001	Operating Fund Admin Operating HMB	1,433,016	1,544,232	1,544,198	772,088	50.0%	1,544,196	100.0%	1,613,864	69,667	4.5%
4011002	Operating Fund Admin Operating GCSD	996,348	884,244	988,155	494,076	50.0%	988,152	100.0%	925,455	-62,700	-6.3%
4011003	Operating Fund Admin Operating MWSD	645,780	657,192	624,021	312,012	50.0%	624,024	100.0%	707,892	83,871	13.4%
	<b>Total</b>	<b>3,075,144</b>	<b>3,085,668</b>	<b>3,156,374</b>	<b>1,578,166</b>	<b>50.0%</b>	<b>3,156,372</b>	<b>100.0%</b>	<b>3,247,212</b>	<b>90,838</b>	<b>2.9%</b>
4043001	NDWSCP Revenue-Operating	32,706	39,857	45,523	0	0.0%	45,523	100.0%	52,027	6,504	
4043003	NDWSCP Revenue - Late Fee	238	844	250	0	0.0%	250		250	0	
4081001	Treatment Trucked Waste	8,990	5,865	12,000	2,820	23.5%	5,640	47.0%	6,000	-6,000	-50.0%
40810	Misc. Revenue	3,168	30,985	500	2,278	455.7%	4,557	911.4%	1,500	1,000	200.0%
40850	Grant Revenue	0	0	0	0	0.0%	0	0.0%	0	0	0.0%
41110	Leachate Revenue	0	275	0	0	0.0%	0	0.0%	0	0	0.0%
40810	Insurance Dividend	29,521	32,979	25,000	0	0.0%	0	0.0%	26,922	1,922	7.7%
40910	Interest Revenue Operating	8,962	6,858	7,269	3,185	43.8%	6,370	87.6%	6,855	-414	-5.7%
	<b>Total</b>	<b>83,585</b>	<b>117,663</b>	<b>90,542</b>	<b>8,283</b>	<b>9.1%</b>	<b>62,339</b>	<b>68.9%</b>	<b>93,554</b>	<b>3,012</b>	<b>3.3%</b>
	<b>Total Income</b>	<b>3,158,729</b>	<b>3,203,331</b>	<b>3,246,916</b>	<b>1,586,469</b>	<b>48.9%</b>	<b>3,218,711</b>	<b>99.1%</b>	<b>3,340,766</b>	<b>93,850</b>	<b>2.9%</b>
<b>Expense Accounts</b>											
50110	Directors Fees	12,300	10,300	10,200	4,100	40.2%	8,200	80.4%	10,200	0	0.0%
5021001	Productive Payroll	715,814	695,413	792,273	398,569	50.3%	797,138	100.6%	855,765	63,492	8.0%
5021002	Overtime	23,604	20,981	27,116	11,049	40.7%	22,098	81.5%	22,981	-4,135	-15.2%
5021003	Restricted Standby Pay	0	0	0	0	0.0%	0	0.0%	0	0	0.0%
5021004	Benefits	302,465	296,041	352,813	214,935	60.9%	429,870	121.8%	390,593	37,780	10.7%
5021005	Healthcare Benefits MOU Reserve	0	0	0	0	0.0%	0	0.0%	35,373	35,373	
5021006	Overtime Meals	0	0	200	0	0.0%	0	0.0%	200	0	0.0%
5021007	Temporary	35,617	36,357	41,940	9,146	21.8%	18,291	43.6%	63,770	21,830	52.1%
5021008	Retire Benefits	12,816	18,779	18,432	9,331	50.6%	18,662	101.2%	18,432	0	0.0%
5031002	Fingerprinting	0	0	0	0	0.0%	0	0.0%	0	0	0.0%
5031003	Employee Physicals	180	0	2,973	0	0.0%	0	0.0%	2,640	-333	-11.2%
5041001	Personnel Assistance	10,500	10,500	10,812	5,250	48.6%	10,500	97.1%	10,812	0	0.0%
5041002	Audit Fees	11,950	27,175	29,682	25,625	86.3%	51,250	172.7%	29,682	0	0.0%
5041003	Engineering Fees	281,079	147,071	85,000	70,512	83.0%	141,024	165.9%	75,000	-10,000	-11.8%
5041004	Legal Fees	74,771	103,157	78,550	31,437	40.0%	62,874	80.0%	36,050	-42,500	-54.1%
5041005	Payroll Costs	5,712	5,309	5,850	2,180	37.3%	4,360	74.5%	4,680	-1,170	-20.0%
5041006	Other Professional Services	61,554	205,655	68,692	29,271	42.6%	58,542	85.2%	57,308	-11,384	-16.6%
5041007	Special Consultant Services	0	0	0	0	0.0%	0	0.0%	20,000	20,000	
5051001	Janitorial	12,794	22,104	13,780	5,010	36.4%	10,019	72.7%	14,564	784	5.7%
5052002	Laundry Service	19,111	22,192	14,437	10,617	73.5%	21,233	147.1%	14,456	19	0.1%
5052003	Outside Lab Analysis	45,142	36,625	45,627	21,209	46.5%	42,419	93.0%	52,102	6,475	14.2%
5052004	Inspections	51,598	54,195	70,515	20,966	29.7%	41,932	59.5%	70,515	0	0.0%

General Operating  
Admin, Treatment and NDWSCP

Sewer Authority Mid-Coastside

General Operating Budget

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
5052005	Calibration	19,061	17,030	13,000	4,862	37.4%	9,724	74.8%	13,000	0	0.0%
5052009	Solid Waste	160,095	164,283	173,372	64,611	37.3%	129,223	74.5%	173,372	0	0.0%
5052013	Maintenance Project Management	19,500	405	500	429	85.8%	858	171.5%	500	0	0.0%
5054004	Technical/Consulting Services	17,259	8,074	10,200	6,471	63.4%	12,941	126.9%	5,200	-5,000	-49.0%
5054005	Video Services	0	2,000	3,300	1,000	30.3%	2,000	60.6%	3,300	0	0.0%
50610	Memberships and Dues	14,258	15,135	16,530	10,806	65.4%	21,612	130.7%	16,530	0	0.0%
50710	Printing and Publications	2,875	3,562	3,425	709	20.7%	1,419	41.4%	2,675	-750	-21.9%
50810	Skills Improvements	6,981	4,467	6,300	1,404	22.3%	2,808	44.6%	3,300	-3,000	-47.6%
50910	Meetings and Travel	3,903	1,667	4,100	146	3.6%	292	7.1%	3,100	-1,000	-24.4%
5101004	Safety Physicals	0	0	0	0	0.0%	0	0.0%	0	0	0.0%
5102001	Safety Training	7,007	3,660	5,100	2,247	44.1%	4,494	88.1%	4,400	-700	-13.7%
5102002	Safety Shoes	918	1,064	1,320	0	0.0%	0	0.0%	1,320	0	0.0%
5102003	Personal Safety Equipment	8,726	2,448	1,500	742	49.4%	1,483	98.9%	1,500	0	0.0%
5102005	Safety Equipment	6,211	5,680	4,750	5,509	116.0%	11,018	231.9%	1,750	-3,000	-63.2%
5102006	Safety Program Administration	0	4,999	25,000	0	0.0%	0	0.0%	15,000	-10,000	-40.0%
5111001	Postage	1,500	2,361	3,081	1,063	34.5%	2,126	69.0%	3,000	-81	-2.6%
5111002	Equipment Rental	99,500	33,414	66,000	13,233	20.0%	26,465	40.1%	15,000	-51,000	-77.3%
5111003	Office Supplies	4,156	3,289	5,032	1,511	30.0%	3,021	60.0%	5,032	0	0.0%
5111004	Computer/Supplies	6,576	6,366	8,670	6,510	75.1%	13,020	150.2%	8,670	0	0.0%
5111005	General/Supplies	4,267	3,208	5,380	3,332	61.9%	6,663	123.9%	5,380	0	0.0%
5111006	Bad Debt Expense	1,139	0	0	1,128	100.0%	2,256	200.0%	0	0	0.0%
5121002	Liability Insurance	26,260	34,664	36,588	17,848	48.8%	35,696	97.6%	29,849	-6,739	-18.4%
5121003	Property Insurance	22,583	24,043	23,716	10,649	44.9%	21,297	89.8%	22,362	-1,354	-5.7%
5121006	Claims	35,000	0	25,000	0	0.0%	0	0.0%	25,000	0	0.0%
5121007	Dishonesty Bond Insurance	328	358	358	179	50.0%	358	99.9%	376	18	5.0%
5132001	Telephone	15,763	16,822	12,566	6,844	54.5%	13,689	108.9%	12,566	0	0.0%
5132002	Electric	258,288	270,660	260,397	117,050	45.0%	234,101	89.9%	261,702	1,305	0.5%
5132003	Natural Gas	1,573	1,454	1,893	113	6.0%	227	12.0%	1,989	96	5.1%
5132004	Water	27,077	29,499	27,890	9,759	35.0%	19,519	70.0%	28,057	167	0.6%
5141002	Mailing Machine	0	0	0	0	0.0%	0	0.0%	0	0	0.0%
5141003	Copy Machine	6,817	7,284	6,625	3,041	45.9%	6,082	91.8%	6,625	0	0.0%
5142005	Pagers	0	0	0	0	0.0%	0	0.0%	0	0	0.0%
5142006	Alarm System	3,700	1,978	2,100	989	47.1%	1,978	94.2%	2,100	0	0.0%
5142007	Radio System	0	360	2,900	0	0.0%	0	0.0%	2,900	0	0.0%
5142008	Permits, Licenses and Fees	31,049	32,134	44,484	25,207	56.7%	50,414	113.3%	44,484	0	0.0%
5152001	Diesel	12,323	8,898	11,858	1,602	13.5%	3,204	27.0%	8,400	-3,458	-29.2%
5152002	Gasoline	4,203	3,435	8,065	1,506	18.7%	3,011	37.3%	4,800	-3,265	-40.5%
5152003	Lubricants	1,455	3,704	2,450	0	0.0%	0	0.0%	2,450	0	0.0%
5162001	Chemical-General	2,091	1,761	2,450	770	31.4%	1,540	62.9%	2,523	73	3.0%
5162002	Maintenance	10	13	2,250	35	1.6%	71	3.1%	2,250	0	0.0%
5162003	General	0	0	0	0	0.0%	0	0.0%	0	0	0.0%
5162004	Chemicals-Hypochlorite-Plant	59,208	48,775	56,700	26,450	46.6%	52,901	93.3%	58,450	1,750	3.1%

General Operating  
Admin, Treatment and NDWSCP

Sewer Authority Mid-Coastside

General Operating Budget

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
5162005	Chemicals-Bisulfite	51,074	46,334	41,275	20,124	48.8%	40,248	97.5%	42,575	1,300	3.1%
5162006	Chemicals-NaOCl-Pump Station	38,680	37,014	38,270	16,539	43.2%	33,079	86.4%	39,451	1,181	3.1%
5162007	Chemicals-Polymer	29,406	26,692	29,500	8,915	30.2%	17,831	60.4%	30,380	880	3.0%
5162008	Chemicals-FeCl3	17,235	19,430	24,800	6,852	27.6%	13,703	55.3%	25,544	744	3.0%
5162010	Chemicals-NaOH-Plant	0	0	0	0		0		0	0	
5172001	Lab Chemicals	1,619	977	1,500	571	38.1%	1,143	76.2%	1,500	0	0.0%
5172002	Lab Maintenance Supplies	189	33	1,060	1,060	106.0%	2,120	212.0%	1,000	0	0.0%
5172003	Lab General	7,649	10,891	7,750	1,497	19.3%	2,994	38.6%	7,750	0	0.0%
5172004	Public Outreach Gen Supplies	5,220	8,194	5,100	-379	-7.4%	-758	-14.9%	2,550	-2,550	-50.0%
5181001	Office Equipment	1,202	2,092	2,781	27	1.0%	55	2.0%	2,781	0	0.0%
5182002	Vehicles	5,615	2,034	6,000	2,240	37.3%	4,481	74.7%	6,000	0	0.0%
5182003	Building and Grounds	53,415	11,249	10,000	11,059	110.6%	22,119	221.2%	15,000	5,000	50.0%
5182004	Pump Station	159,102	94,943	195,000	68,758	35.3%	137,516	70.5%	178,000	-17,000	-8.7%
5182005	Plant Equipment	346,346	407,490	298,000	224,913	75.5%	449,827	150.9%	362,000	64,000	21.5%
5182013	Facility Roofing	12,450	0	30,000	0	0.0%	0	0.0%	30,000	0	0.0%
5182014	Instrumentation	1,340	0	0	0	0.0%	0	0.0%	0	0	0.0%
5184020	Leahate Delivery Expenses	0	0	0	0		0		0	0	
5184006	Sewer Line - HMB	0	0	0	0		0		0	0	
5184007	Sewer Line-GCSD	0	0	0	0		0		0	0	
5184008	Sewer Line - MWSD	0	0	0	0		0		0	0	
5184009	Lift Station - HMB	0	0	0	0		0		0	0	
5184010	Lift Station - GCSD	0	0	0	0		0		0	0	
5184011	Lift Station-MWSD	0	0	0	0		0		0	0	
5184012	SAM Collection Equipment	10	0	0	0		0		0	0	
52310	Service/Bank Charges	2	5	0	61		122		0	0	
52410	Interest Expense	0	0	0	0		0		0	0	
52510	Depreciation Expense	0	0	0	0		0		0	0	
5202001	Mechanical Tools	1,294	960	1,200	898	74.9%	1,797	149.7%	11,200	10,000	833.3%
5202002	General Tools	490	882	1,000	412	41.2%	824	82.4%	1,000	0	0.0%
53210	Fines and Penalties	0	0	0	0		0		0	0	
<b>Total Expenses</b>		<b>3,301,103</b>	<b>3,140,035</b>	<b>3,246,916</b>	<b>1,560,512</b>	<b>48.68%</b>	<b>3,161,023</b>	<b>97.35%</b>	<b>3,340,766</b>	<b>93,850</b>	<b>2.9%</b>

**SEWER AUTHORITY MID-COASTSIDE**

## Administration Budget

<b>Grouped Categories</b>	Actual	FY2014-15	FY2015-16	Change from	
	FY2013-14	Budgeted Expenditures	Proposed Expenditures	FY 2014-15	
				\$	%
Personnel	\$ 521,798	\$ 688,944	\$ 776,929	\$ 87,985	12.8%
Utilities	\$ -	\$ -	\$ -	\$ -	0.0%
Professional Services	\$ 504,741	\$ 282,086	\$ 232,032	\$ (50,054)	-17.7%
Chemicals	\$ -	\$ -	\$ -	\$ -	0.0%
Sludge/Solids	\$ -	\$ -	\$ -	\$ -	0.0%
Maintenance	\$ 1,235	\$ -	\$ -	\$ -	0.0%
All Other Accounts	\$ 131,938	\$ 156,144	\$ 148,772	\$ (7,372)	-4.7%
Passthrough Accounts	\$ -	\$ -	\$ -	\$ -	0.0%
<b>Total</b>	<b>1,159,711</b>	<b>1,127,174</b>	<b>1,157,733</b>	<b>30,559</b>	<b>2.7%</b>







General Budget - Administration

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
5162007	Chemicals-Polymer										
5162008	Chemicals-FeCl3										
5162010	Chemicals-NaOH-Plant										
5172001	Lab Chemicals										
5172002	Lab Maintenance Supplies										
5172003	Lab General										
5172004	Public Outreach Gen Supplies	2,958									
5181001	Office Equipment	1,202	2,092	2,781	27	1.0%	55	2.0%	2,781	0	0.0%
5182002	Vehicles		1,235				0				
5182003	Building and Grounds										
5182004	Pump Station										
5182005	Plant Equipment										
5182013	Facility Roofing						0				
5182014	Instrumentation										
5184020	Leahate Delivery Expenses										
5184006	Sewer Line - HMB										
5184007	Sewer Line-GCSD										
5184008	Sewer Line - MWSD										
5184009	Lift Station - HMB										
5184010	Lift Station - GCSD										
5184011	Lift Station-MWSD										
5184012	SAM Collection Equipment										
52310	Service/Bank Charges	2	5		61		122				
52410	Interest Expense										
52510	Depreciation Expense										
5202001	Mechanical Tools										
5202002	General Tools										
53210	Fines and Penalties										
<b>Total Expenses</b>		1,263,799	1,159,711	1,127,174	595,590	52.8%	1,191,181	105.7%	1,157,733	30,559	2.7%

**SEWER AUTHORITY MID-COASTSIDE  
PROPOSED FY2015-2016 BUDGET  
Class: ADMINISTRATION**

**REVENUE**

		Current Yr	Last Yr
<b>40610</b>	<b>Insurance Dividend</b>	<b>\$ 26,922</b>	<b>\$ 25,000</b>

SAM is a member of the California Sanitation Risk Management Authority, an insurance pool. Each year, depending on the pool's performance, CSRMA might issue dividends to pool members. Proposed anticipated dividend is approximately the 5 yr average.

<b>40810</b>	<b>Misc. Revenue</b>	<b>\$ 1,500</b>	<b>\$ 500</b>
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This is a generic revenue account for unanticipated revenue such as credits, refunds, public records fees. Proposed anticipated misc revenue is approximately the 5 yr average.

<b>40910</b>	<b>Interest Revenue</b>	<b>\$ 6,855</b>	<b>\$ 7,269</b>
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This is anticipated average 0.26% interest earned on SAM's Investment Fund, Local Agency Investment Fund (LAIF), and reduced current rate of 0.25% interest earned on SAM's FNB Money Market account. Decrease in budget is also due to reduced LAIF and Money Market balance.

Item	Approx Balance	Revenue
LAIF Jan 2015	\$2,375,234	\$6,176
Money Market Jan 2015	\$271,668	\$679

<b>TOTAL ADMINISTRATION OTHER INCOME</b>		<b>\$ 35,277</b>
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**EXPENSES**

<b>50110</b>	<b>Directors Fees</b>	<b>\$ 10,200</b>	<b>\$ 10,200</b>
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Fees paid to SAM Directors for Board, Committee and Special meeting attendance.

Item	No	Rate	Cost
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Regular Meetings	12	\$600	\$7,200
Committee Meetings	6	\$300	\$1,800
Special Meetings	2	\$600	\$1,200

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**5021001      Productive Payroll      \$ 451,934    \$ 439,701**

This salary is for one represented and three Mgmt staff in Admin. This total reflects a 3.75% merit increase for Mgmt staff and a 3.75% MOU increase for the represented employee. No step increase because represented employee in Admin is at top step.

<u>Item</u>	<u>Cost</u>
Salary	\$ 439,973
3.75% merit increase and MOU-related	\$11,961

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**5021002      Overtime      \$ 2,000    \$ 2,000**

This is for OT pay to represented employees. SAM has an MOU with Stationary Engineers Local 39, which specifies the conditions and amounts for overtime pay. For this account class, \$1500-1600 in overtime is historically typical, and utilized by represented employee attendance at SAM Board, Workshop and Committee meetings, special projects, and other urgent needs.

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**5021004      Benefits      \$ 209,357    \$ 178,296**

This account is used for management benefits and for MOU-required benefits for represented staff. SAM provides CalPERS retirement (2%@55) for four (4) "classic" employees. SAM provides insurance for one represented and three Mgmt staff in Admin, and 457K matching contributions. Medical/Dental/Life/Vision is actual cost, with 2.8% increase. LTD insurance cost increase of 5% and workers comp insurance increase of 5%, as projected by CSRMA.

<u>Item</u>	<u>Cost</u>
CalPERS retirement	\$118,407
Medical/Dental/Life/Vision	\$67,759
Life & LTD	\$3,559
Workers Comp/Medicare	\$9,632
457K Contrib	\$10,000

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**5021005      Healthcare Benefits MOU Reserve      \$ 25,494    \$ -**



Item	Mos.	Monthly Fee	Cost
Consultant	12	\$901	\$10,812

**5041002**      **Audit Fees**      \$    29,682    \$    29,682

Fees for SAM's FY 2014-15 Financial audit, CA State Controllers Annual Report, Statistical Reports, and application of new Statements on Auditing Standards (SAs).

Descrip	Cost
Audit	\$21,682
Audit Support from SAM Accountant	\$8,000

**5041003**      **Engineering Fees**      \$    75,000    \$    85,000

Costs associated with general SAM Engineering services, as well as unplanned engineering services associated with urgent or emergency response. Additional funding to perform Engineering work to generate a comprehensive hydraulic model of the SAM IPS system and related wet-weather storage facilities. An additional \$25,000 may be funded for the comprehensive hydraulic model through the capitalized maintenance budget. This category does not cover engineering services needed for the design or construction management of facility rehabilitation or replacements. Replacement planning is budgeted across a longer timeframe and includes associated engineering costs.

Item	Cost
SAM Engineering Services	\$27,500
Emergency or Urgent Engineering Support	\$27,500
SAM IPS Comprehensive Hydraulic Modeling* (see above)	\$20,000

**5041004**      **Legal Fees**      \$    36,050    \$    78,550

These are costs associated primarily with the SAM Board's general counsel attendance at meetings and general advice to the Board, GM and Mgmt staff throughout the year. It also includes costs for a labor attorney and special counsel.

Item	Approx		Cost
	Hrly Rate	Hrs	
General Counsel	\$250	120	\$30,000
Labor Attorney	\$265	20	\$5,300
Special Counsel	\$300	2.5	\$750

5041005 Payroll Costs \$ 4,680 \$ 5,850

These are costs associated with computer payroll process service at approx \$180 per pay-period, (26). Payroll process includes printed paychecks, tax services, quarterly payroll reports, annual W-2's, and other audited reports. Decrease based on actual FY 2014-15 costs plus 3% inflation.

Item	Periods	Period	
		Fee	Cost
Payroll Service	26	\$180	\$4,680

5041006 Other Professional Services \$ 47,308 \$ 58,692

These expenses are for accounting services, website maintenance, and other services (other than legal, engineering, and technical services). Includes monthly and period accounting svcs for SAM, including monthly financial reports to the Board, budget support, NDWSCP and Member Agency billing, and other services as requested by GM and Mgmt staff. It also includes fee for Integrated Watershed Mgmt Plan participation consultant for easement recordings, records retrieval/storage, and web design support.

Item	Periods	Fee	Cost
Accounting	12	\$2,709	\$32,508
Misc. Financial Support	1	\$2,500	\$2,500
Records Retention	12	\$400	\$4,800
Web design support			\$2,500
IWMP			\$5,000

5041007 Special Consultant Services \$ 20,000 \$ -

This is an anticipated one-time cost for FY 2015-16 set aside for consultant services related to the SAM Joint Powers Agreement.

Item	Cost
Special Consultant Services	\$20,000

5051001 Janitorial \$ 14,564 \$ 13,780

These are costs associated with Janitorial service to SAM Plant Admin and Portola Pump Station buildings and for specialty cleanings.

Item	No	Rate	Cost
Janitorial Monthly fee	12	\$721	\$8,652
Qrtly Janitorial Portola P.S	4	\$257	\$1,028
Steam Clean Restroom Tile	12	\$201	\$2,412
Admin Carpet Cleaning	6	\$412	\$2,472

<b>5054004</b>	<b>Technical/Consulting Services</b>	<b>\$</b>	<b>5,200</b>	<b>\$</b>	<b>10,200</b>
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These expenses are for computer services, website maintenance, and other services (other than legal, engineering, and technical services). This includes monthly and period service to SAM's server, backup systems, email/spam, and repairs.

Item	Cost
Computer/website services	\$5,200

<b>5054005</b>	<b>Video Services</b>	<b>\$</b>	<b>3,300</b>	<b>\$</b>	<b>3,300</b>
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This expense is for video recordings of board meetings. This year, video recording services are included for 12 meetings.

Item	Mtgs	\$/mtg	Cost
Video Recording services	12	275	\$3,300

<b>50610</b>	<b>Memberships and Dues</b>	<b>\$</b>	<b>16,530</b>	<b>\$</b>	<b>16,530</b>
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These are costs associated with SAM and employee membership in professional organizations. They include CASA, BACWA, WateReuse, CWEA, CSDA, USAA Alerts, GFOA, COSTCO, AWWA and WEF.

Item	No	Rate	Cost
California Association of Sanitation Agencies			\$8,200
Bay Area Clean Water Agencies			\$2,500
WateReuse Foundation and Association			\$2,200
Ca Water Env. Assoc	13	\$140	\$1,820
CA Special District Association (CSDA)			\$950
Underground Services Alert			\$300
Government Finance Officers Association (GFOA)			\$200
Costco			\$55
AWWA			\$85
WEF			\$220

<b>50710</b>	<b>Printing and Publications</b>	<b>\$</b>	<b>2,575</b>	<b>\$</b>	<b>2,575</b>
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These are costs associated with printing. Includes SAM checks, envelopes, letterhead, public notices, Fed and State Mandatory posters, business forms, and other publications.

<b>50810</b>	<b>Skills Improvements</b>	<b>\$</b>	<b>600</b>	<b>\$</b>	<b>1,200</b>
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These are costs associated with employee skill improvements - sending employees to 1 or 2 day seminars or workshops.

<u>Item</u>		<u>Rate</u>	<u>Cost</u>
Various Courses	2	\$300	\$600

**50910 Meetings and Travel** \$ 2,000 \$ 3,000

These are costs associated with Admin employee meeting, conference, seminar costs and associated travel costs. In FY2015-16, budgeting for 4 meetings amongst CASA, WateReuse, CSDA, and CWEA.

<u>Item</u>		<u>Rate</u>	<u>Cost</u>
Meetings	4	\$500	\$2,000

**5102001 Safety Training** \$ 800 \$ 1,500

These are costs associated with safety training.

<u>Item</u>	<u>No of staff</u>	<u>Rate</u>	<u>Cost</u>
Cintas Safety Training	4	\$200	\$800

**5111001 Postage** \$ 2,750 \$ 2,831

These are costs associated with Admin, Treatment, and Collections departments postage, annual meter rental, reset fees, parts, shipping fees, postal rate changes, software and overnight mailings.

<u>Item</u>	<u>Cost</u>
Postage	\$1,141
Overnight	\$740
Meter Rental	\$449
Shipping	\$105
Meter Reset fees	\$80
Rate Change Software	\$235

**5111003 Office Supplies** \$ 4,774 \$ 4,774

These are costs associated with office supplies - paper pens, clips etc.

**5111004 Computer Supplies** \$ 3,670 \$ 3,670

These are costs associated with computer and computer printer supplies and software upgrades.

**5111005 General Supplies** \$ 4,350 \$ 4,350

For shared supplies other than those specified elsewhere (sponges, plates, restroom, batteries, garbage liners, frames, hand sanitizer, coffee, and cleaning and other various supplies).

<b>5121002</b>	<b>Liability Insurance</b>	<b>\$ 29,849</b>	<b>\$ 36,588</b>
	Liability insurance for SAM operations reduced based on 2015 actual expenditures plus avg anticipated 5% increase projected by insurance carrier, CSRMA for 2016.		
<b>5121003</b>	<b>Prop Ins</b>	<b>\$ 22,362</b>	<b>\$ 23,716</b>
	Property ins for SAM operations and mobile equipment insurance based on FY 2014-15 actuals plus avg anticipated 5% increase for property and for mobile equip insurance, as projected by CSRMA.		
<b>5121006</b>	<b>Claims</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>
	These are usually insurance deductibles associated with insurance claims.		
<b>5121007</b>	<b>Dishonesty Bond Insurance</b>	<b>\$ 376</b>	<b>\$ 358</b>
	This insurance is for protection against forgery, alteration of docs, inside /outside premises theft of monies, robbery, or safe burglary, or other property, computer fraud, funds transfer fraud. Increase of 5% due to projected increase by CSRMA.		
<b>5132001</b>	<b>Telephone</b>	<b>\$ 12,566</b>	<b>\$ 12,566</b>
	These are costs associated with SAM's telephone lines and equipment. These costs include alarm system lines, DSL line, Centrex Coastside emergency response system, incoming telephone lines and associated troubleshooting services.		
<b>5141003</b>	<b>Copy Machine</b>	<b>\$ 6,625</b>	<b>\$ 6,625</b>
	These are costs associated with SAM's newly leased photocopier, including costs for B&W and color copies, toner, and annual maintenance fees.		
<b>5181001</b>	<b>Office Equipment</b>	<b>\$ 2,781</b>	<b>\$ 2,781</b>
	These are costs for the purchase and maintenance of small office equipment including chairs, tables, file cabinets, floor signs, recorders, microphones, water units and other misc items.		

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TOTAL ADMINISTRATION EXPENDITURES:

\$ 1,157,733 \$ 1,127,174

**SEWER AUTHORITY MID-COASTSIDE**  
**Treatment Budget**

<b>Grouped Categories</b>	Actual	FY2014-15	FY2015-16	Change from	
	FY2013-14	Budgeted Expenditures	Proposed Expenditures	FY 2014-15	
				\$	%
Personnel	\$ 516,371	\$ 537,330	\$ 592,148	\$ 54,818	10.2%
Utilities	\$ 301,613	\$ 290,180	\$ 291,748	\$ 1,569	0.5%
Professional Services	\$ 9,199	\$ 25,000	\$ 15,000	\$ (10,000)	-40.0%
Chemicals	\$ 180,006	\$ 192,995	\$ 198,923	\$ 5,928	3.1%
Sludge/Solids	\$ 164,283	\$ 173,372	\$ 173,372	\$ -	0.0%
Maintenance	\$ 623,276	\$ 694,715	\$ 695,715	\$ 1,000	0.1%
All Other Accounts	\$ 135,921	\$ 160,378	\$ 163,850	\$ 3,472	2.2%
Passthrough Accounts	\$ -	\$ -	\$ -	\$ -	0.0%
<b>Total</b>	<b>1,930,669</b>	<b>2,073,969</b>	<b>2,130,756</b>	<b>56,787</b>	<b>2.7%</b>

General Budget - Treatment

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
<b>Income Accounts</b>											
4011001	Operating Fund Admin Operating HMB	925,920	1,003,560	1,008,780	504,390	50.0%	1,008,780	100.0%	1,056,004	47,223	4.7%
4011002	Operating Fund Admin Operating GCSD	643,776	574,656	645,534	322,764	50.0%	645,528	100.0%	605,555	-39,978	-6.2%
4011003	Operating Fund Admin Operating MWSD	417,264	427,092	407,655	203,826	50.0%	407,652	100.0%	463,197	55,541	13.6%
	<b>Total</b>	1,986,960	2,005,308	2,061,969	1,030,980	50.0%	2,061,960	100.0%	2,124,756	62,787	3.0%
4043001	NDWSCP Revenue-Operating										
4043003	NDWSCP Revenue - Late Fee										
4081001	Treatment Trucked Waste	8,990	5,865	12,000	2,820	23.5%	5,640	47.0%	6,000	-6,000	-50.0%
40810	Misc. Revenue	2,631	195								
40850	Grant Revenue										
41110	Leachate Revenue		275								
40610	Insurance Dividend										
40910	Interest Revenue Operating										
	<b>Total</b>	11,622	6,335	12,000	2,820	23.5%	5,640	47.0%	6,000	-6,000	-50.0%
	<b>Total Income</b>	1,998,582	2,011,643	2,073,969	1,033,800	49.8%	2,067,600	99.7%	2,130,756	56,787	2.7%
<b>Expense Accounts</b>											
50110	Directors Fees										
5021001	Productive Payroll	273,994	327,637	330,131	189,549	51.4%	339,098	102.7%	376,437	46,306	14.0%
5021002	Overtime	21,535	18,706	25,116	10,136	40.4%	20,272	80.7%	20,981	-4,135	-16.5%
5021003	Restricted Standby Pay										
5021004	Benefits	123,276	154,688	162,629	90,135	55.4%	180,269	110.8%	166,334	5,705	3.5%
5021005	Healthcare Benefits MOU Reserve	0	0	0	0		0	0.0%	9,342	9,342	0.0%
5021006	Overtime Meals	0	0	100				0.0%	100	100	0.0%
5021007	Temporary										
5021008	Retire Benefits	4,944	7,819	7,704	3,852	50.0%	7,704	100.0%	7,704	0	0.0%
5031002	Fingerprinting										
5031003	Employee Physicals	180		2,250		0.0%	0	0.0%	2,250	0	0.0%
5041001	Personnel Assistance										
5041002	Audit Fees										
5041003	Engineering Fees		4,200								
5041004	Legal Fees										
5041005	Payroll Costs										
5041006	Other Professional Services										
5041007	Special Consultant Services										
5051001	Janitorial										
5052002	Laundry Service	19,111	22,192	14,437	10,617	73.5%	21,233	147.1%	14,456	19	0.1%
5052003	Outside Lab Analysis	45,142	36,625	45,627	21,209	46.5%	42,419	93.0%	52,102	6,475	14.2%
5052004	Inspections	51,598	54,195	70,515	20,966	29.7%	41,932	59.5%	70,515	0	0.0%
5052005	Calibration	19,061	17,030	13,000	4,862	37.4%	9,724	74.8%	13,000	0	0.0%

General Budget - Treatment

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
5052009	Solid Waste	160,095	164,283	173,372	64,611	37.3%	129,223	74.5%	173,372	0	0.0%
5052013	Maintenance Project Management	19,500	405	500	429	85.8%	858	171.5%	500	0	0.0%
5054004	Technical/Consulting Services										
5054005	Video Services										
50610	Memberships and Dues	280	148		312		624				
50710	Printing and Publications	202	645	750	0	0.0%	0	0.0%	0	-750	-100.0%
50810	Skills Improvements	6,118	3,438	4,800	992	20.7%	1,984	41.3%	2,400	-2,400	-50.0%
50910	Meetings and Travel	1,856	422	1,000	0	0.0%	0	0.0%	1,000	0	0.0%
5101004	Safety Physicals										
5102001	Safety Training	7,007	3,660	3,600	2,247	62.4%	4,494	124.8%	3,600	0	0.0%
5102002	Safety Shoes	918	1,064	1,320	0	0.0%	0	0.0%	1,320	0	0.0%
5102003	Personal Safety Equipment	8,726	2,448	1,500	742	49.4%	1,483	98.9%	1,500	0	0.0%
5102005	Safety Equipment	6,211	5,680	4,750	5,509	116.0%	11,018	231.9%	1,750	-3,000	-63.2%
5102006	Safety Program Administration		4,999	25,000	0	0.0%	0	0.0%	15,000	-10,000	-40.0%
5111001	Postage										
5111002	Equipment Rental	99,500	33,414	66,000	13,233	20.0%	26,465	40.1%	15,000	-51,000	-77.3%
5111003	Office Supplies	145	304	258	4	0.0%	9	3.4%	258	0	0.0%
5111004	Computer/Supplies		71	5,000	0	0.0%	0	0.0%	5,000	0	0.0%
5111005	General Supplies	621	877	1,030	87	8.5%	175	17.0%	1,030	0	0.0%
5111006	Bad Debt Expense										
5121002	Liability Insurance										
5121003	Property Insurance										
5121006	Claims										
5121007	Dishonesty Bond Insurance										
5132001	Telephone	11									
5132002	Electric	258,288	270,660	260,397	117,050	45.0%	234,101	89.9%	261,702	1,305	0.5%
5132003	Natural Gas	1,573	1,454	1,893	113	6.0%	227	12.0%	1,989	96	5.1%
5132004	Water	27,077	29,499	27,890	9,759	35.0%	19,519	70.0%	28,057	167	0.6%
5141002	Mailing Machine										
5141003	Copy Machine										
5142005	Pagers										
5142006	Alarm System	3,700	1,978	2,100	989	47.1%	1,978	94.2%	2,100	0	0.0%
5142007	Radio System		360	2,900	0	0.0%	0	0.0%	2,900	0	0.0%
5142008	Permits, Licenses and Fees	31,049	29,362	44,484	25,012	56.2%	50,024	112.5%	44,484	0	0.0%
5152001	Diesel	12,323	8,898	11,858	1,602	13.5%	3,204	27.0%	8,400	-3,458	-29.2%
5152002	Gasoline	1,455	3,366	4,065	1,445	17.9%	2,890	35.8%	4,800	-3,265	-40.5%
5152003	Lubricants	2,091	3,704	2,450	0	0.0%	0	0.0%	2,450	0	0.0%
5162001	Chemical-General		1,761	2,450	770	31.4%	1,540	62.9%	2,523	73	3.0%
5162002	Maintenance	10	13	2,250	35	1.6%	71	3.1%	2,250	0	0.0%
5162003	General										
5162004	Chemicals-Hypochlorite-Plant	59,208	48,775	56,700	26,450	46.6%	52,901	93.3%	68,450	1,750	3.1%
5162005	Chemicals-Bisulfite	51,074	46,334	41,275	20,124	48.8%	40,248	97.5%	42,575	1,300	3.1%
5162006	Chemicals-NaOCl-Pump Station	38,680	37,014	38,270	16,539	43.2%	33,079	86.4%	39,451	1,181	3.1%

General Budget - Treatment

Acct #	Account Name	Actual '12- 13	Actual '13- 14	Budgeted Amount '14- 15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15- 16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) % (decrease) %
5162007	Chemicals-Polymer	29,406	26,692	29,500	8,915	30.2%	17,831	60.4%	30,380	880	3.0%
5162008	Chemicals-FeCl3	17,235	19,430	24,800	6,852	27.6%	13,703	55.3%	25,544	744	3.0%
5162010	Chemicals-NaOH-Plant										
5172001	Lab Chemicals	1,619	977	1,500	571	38.1%	1,143	76.2%	1,500	0	0.0%
5172002	Lab Maintenance Supplies	189	33	1,000	1,060	106.0%	2,120	212.0%	1,000	0	0.0%
5172003	Lab General	7,649	10,891	7,500	1,497	20.0%	2,994	39.9%	7,500	0	0.0%
5172004	Public Outreach Gen Supplies	2,262	8,194	5,100	-379	-7.4%	-758	-14.9%	2,550	-2,550	-50.0%
5181001	Office Equipment										
5182002	Vehicles	5,615	799	6,000	2,240	37.3%	4,481	74.7%	6,000	0	0.0%
5182003	Building and Grounds	53,415	11,249	10,000	11,059	110.6%	22,119	221.2%	15,000	5,000	50.0%
5182004	Pump Station	159,102	94,943	195,000	68,758	35.3%	137,516	70.5%	178,000	-17,000	-8.7%
5182005	Plant Equipment	346,346	407,490	298,000	224,913	75.5%	449,827	150.9%	362,000	64,000	21.5%
5182013	Facility Roofing	12,450	0	30,000		0.0%	0	0.0%	30,000	0	0.0%
5182014	Instrumentation	1,340	0								
5184020	Leahate Delivery Expenses	0	0								
5184006	Sewer Line - HMB	0					0				
5184007	Sewer Line-GCSD	0									
5184008	Sewer Line - MMWS	0									
5184009	Lift Station - HMB	0									
5184010	Lift Station - GCSD	0									
5184011	Lift Station-MMWS	0									
5184012	SAM Collection Equipment	10									
52310	Service/Bank Charges										
52410	Interest Expense										
52510	Depreciation Expense										
5202001	Mechanical Tools	1,294	960	1,200	898	74.9%	1,797	149.7%	11,200	10,000	833.3%
5202002	General Tools	490	882	1,000	412	41.2%	824	82.4%	1,000	0	0.0%
53210	Fines and Penalties										
<b>Total Expenses</b>		<b>1,999,184</b>	<b>1,930,669</b>	<b>2,073,969</b>	<b>966,179</b>	<b>46.6%</b>	<b>1,932,358</b>	<b>93.2%</b>	<b>2,130,756</b>	<b>56,787</b>	<b>2.7%</b>



**SEWER AUTHORITY MID-COASTSIDE  
PROPOSED FY2015-2016 BUDGET  
Class: TREATMENT**

**REVENUE**

		Current Yr	Last Yr
<b>4081001</b>	<b>Treatment Trucked Waste</b>	\$ 6,000	\$ 12,000
	<p>SAM has a program to accept trucked waste and excess irrigation water. This program generates revenue based on the volume of product discharged into the treatment plant. Reduction due to revised estimate based on FY 14-15 actual revenues.</p>		
	<u>Item</u>	<u>Revenue</u>	
	Excess Irrigation Water	\$3,000	
	Trucked wastes	\$3,000	
<b>TOTAL TREATMENT OTHER INCOME</b>		<b>\$ 6,000</b>	<b>\$ 12,000</b>

**EXPENSES**

<b>5021001</b>	<b>Productive Payroll</b>	\$ 376,437	\$ 330,131
	<p>This is salary for employees in this account class. This total reflects 3.75% MOU-related increase for the fiscal year and one (1) step increase at 5.0%. The budget includes an additional new hire of a Certified Operator II. Additionally there is reallocation of a portion of 2 employees time out of Treatment, and into Collections.</p>		
	<u>Item</u>	<u>Revenue</u>	
	Salary	\$302,182	
	Step increase	\$870	
	New Hire	\$62,760	
	MOU Increase	\$10,625	
<b>5021002</b>	<b>Overtime</b>	\$ 20,981	\$ 25,116
	<p>This is for overtime pay to represented employees. SAM has an MOU with Stationary Engineers Local 39. That MOU specifies the conditions and amounts for overtime pay. For this account class, we projected the FY 2015-16 total based upon the actuals thru December 2014. Overtime is used for SAM pump and lift station callouts, emergency response to alarm conditions and storm related staffing. There is a decrease in FY 2015-16 due to a lower projection of actual expenses in FY 2014-15.</p>		
<b>5021004</b>	<b>Benefits</b>	\$ 168,334	\$ 162,629

This account is used for MOU-required benefits. SAM provides CalPERS retirement at 2%@55 for "classic" employees and 2%@62 for new hires. CalPERS retirement cost is reduced due to 1% increase in "classic" employees contribution. Medical/Dental/Life/Vision represents actual cost plus 2.8% estimated increase. LTD insurance cost increase of 5% and workers comp insurance increase of 5%. The costs include the benefits for the new hire in the Treatment department.

Item	Cost
CalPERS retirement	\$52,406
Medical/Dental/Life/Vision	\$90,949
Retiree Health Security Plan	\$522
LTD	\$1,036
Workers Comp/Medicare	\$23,421

<b>5021005</b>	<b>Healthcare Benefits MOU Reserve</b>		<b>\$</b>	<b>9,342</b>	<b>\$</b>	<b>-</b>
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This account budgets for the difference of actual healthcare cost versus the stipulated \$1955/month per employee cost per the MOU. In prior fiscal years, SAM accounted for all of the healthcare cost (both actual and accrued) in account #5021004. Starting this year, to increase visibility of the cost of the healthcare benefit accrual, SAM is breaking out the actual cost of the accrual in this account.

<b>5021006</b>	<b>Overtime Meals</b>		<b>\$</b>	<b>100</b>	<b>\$</b>	<b>100</b>
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This account is used for MOU-required overtime meals.

Item	No	Rate	Cost
Instances per year	5	\$20	\$100

<b>5021008</b>	<b>Retiree Benefits</b>		<b>\$</b>	<b>7,704</b>	<b>\$</b>	<b>7,704</b>
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This account is for CalPERS and GASB 45 mandatory contribution towards current and future retiree medical benefits. SAM provides the minimum required contribution for its two (2) Treatment retired employee at \$115 per month.

<b>5031003</b>	<b>Employee Physicals</b>		<b>\$</b>	<b>2,250</b>	<b>\$</b>	<b>2,250</b>
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Costs associated with various medical examinations and required inoculations.

Descrip	No	Rate	Cost
Hep B Series (3)	6	\$255	\$1,530
Respirator	6	\$120	\$720

<b>5052002</b>	<b>Laundry Service</b>		<b>\$</b>	<b>14,456</b>	<b>\$</b>	<b>14,437</b>
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These are costs associated with the laundering of MOU-required uniforms, safety mats, and shop rags.

Item	Units/Year	Rate	Cost
Uniform Service (per Ee)	52	\$278	\$14,456

**5052003 Outside Lab Analysis** \$ 52,102 \$ 45,627

These are costs associated with NPDES permit required lab analysis. This account increases due to increased First Flush cost, and Snapshot Day

Item	No	Rate	Cost
San Mateo County Labs	10	\$275	\$2,750
SBSA	12	\$2,200	\$26,400
Alpha Labs, Annual	1	\$3,473	\$3,473
First Flush	1	\$8,000	\$8,000
Pacific EcoRisk	5	\$1,930	\$9,650
Alpha Labs, Quarterly	4	\$251	\$1,004
Snapshot Day	1	\$475	\$475
Oil Wear Analysis	1	\$350	\$350

**5052004 Inspections** \$ 70,515 \$ 70,515

These are costs associated with required periodic inspections by third party experts of SAM facilities and equipment.

Item	Cost
Generators	\$22,915
Power Distribution	\$12,000
Boilers/Flare	\$8,000
Outfall	\$12,000
Pumps	\$5,000
Motor Control Centers	\$9,550
Cranes	\$525
Backflow Prevention	\$525

**5052005 Calibration** \$ 13,000 \$ 13,000

These are costs associated with regular/quarterly third party flow meter calibrations. This years budgeted amount is left at the same as it reflects current spending.

Item	No	Rate	Cost
Plant Influent Meter	4	\$250	\$1,000
Mid-Plant Meter	4	\$250	\$1,000
No 3 Water Meter	4	\$250	\$1,000
Portola	4	\$250	\$1,000
Montara	4	\$250	\$1,000
Princeton	4	\$250	\$1,000
HMB Meters	2	\$3,500	\$7,000

**5052009 Solid Waste** \$ 173,372 \$ 173,372

These are costs associated with disposal of Plant biosolids and solid waste.

Item	No	Rate	Cost
Biosolids	12	\$13,500	\$162,000
Solid waste	12	\$948	\$11,372

**5052013 Maintenance Management** \$ 500 \$ 500

These costs are for annual support for the plant and pump station maintenance management software.

**50710 Printing and Publications** \$ - \$ 750

There are no projected costs in FY 2015-16 associated with printing documents for Public Outreach.

**50810 Skills Improvements** \$ 2,400 \$ 4,800

These are costs associated with employee skill improvements for six employees.

Item	No	Rate	Cost
Various Courses	6	\$400	\$2,400

**50910 Meetings and Travel** \$ 1,000 \$ 1,000

These are costs associated with employee meeting, conference, seminar costs and associated travel costs.

Item	No	Rate	Cost
Various	2	\$500	\$1,000

**5102001 Safety Training** \$ 3,600 \$ 3,600

These are costs associated with mandated safety training.

Item	Staff	Rate	Cost
Cintas Safety Training	6	\$600	\$3,600

**5102002 Safety Shoes** \$ 1,320 \$ 1,320

These are costs associated with MOU-required safety shoe reimbursement. Current annual reimbursement is \$220/ employee.

Item	No	Rate	Cost
Safety shoes	6	\$220	\$1,320

**5102003 Personal Safety Equipment** \$ 1,500 \$ 1,500

These are costs associated with personal safety equipment such as gloves, raingear, boots, safety vests, goggles. Amount increased for more protective outerwear, to a more visible type for on-road work. SAM has an excellent safety record and these funds will help keep it that way.

Item	No	Rate	Cost
Personal Safety items	6	\$250	\$1,500

**5102005 Safety Equipment** \$ 1,750 \$ 4,750

These are costs associated with safety equipment other than personal equipment. These include SCBAs, etc. This account has been decreased as there are no projected costs for foul air detectors in FY 2015-16.

Item	No	Rate	Cost
SCBA Units	3	\$232	\$695
Equipment Repair & Maint	1	\$906	\$906
SCBA Tanks	3	\$50	\$150

**5102006 Safety Program Documentation** \$ 15,000 \$ 25,000

These monies are for safety program documentation review and updating to keep current with changing regulations. This work is highly specialized and requires professional assistance.

**5111002 Equipment Rental** \$ 15,000 \$ 66,000

These are costs associated with rental cost for equipment such as portable backup generators. FY 2015-16 anticipates the operation of WWFMP which eliminates the need for wet weather tanks at Portola Pump Station.

Item	No	Rate	Cost
Generators/various	2	\$7,500	\$15,000

**5111003 Office Supplies** \$ 258 \$ 258

These are costs associated with office supplies - paper, pens, clips etc.

**5111004 Computer/ Supplies** \$ 5,000 \$ 5,000

These are costs associated with computers; two computers with software will be replaced.

Item	No	Rate	Cost
Computer replacements	2	\$2,500	\$5,000

**5111005 General Supplies** \$ 1,030 \$ 1,030

These costs are for various supplies used in the daily operation of the SAM Plant facilities. This includes nuts, bolts and other hardware, paints, brooms and cleaning supplies, etc.

**5132002 Electric** **\$ 261,702 \$ 260,397**

These are electricity service costs for the plant and the three pump stations. Unknown expected increase for FY2015-16. Electricity usage varies based on wet weather flows.

Item	kWh	Rate	Cost
Plant	1,581,000	\$0.1228	\$194,147
Portola	262,000	\$0.1567	\$41,055
Princeton	71,000	\$0.1633	\$11,594
Montara	91,000	\$0.1638	\$14,906

**5132003 Natural Gas** **\$ 1,989 \$ 1,893**

These costs are for PG&E gas service. SAM uses natural gas for heating, hot water, and as back up to digester gas for heating the digesters at the SAM plant.

Item	BTU	Rate	Cost
Natural Gas	1300	\$1.53	\$1,989

**5132004 Water** **\$ 28,057 \$ 27,890**

These are potable water service costs. Potable water is used at the SAM plant and pump stations for domestic purposes, pump seal water, odor control street wash down and fire protection.

Item	No Units	Rate	Cost
Plant	990	11.53	\$11,415
Plant (Standby Fire Protection)			\$832
Portola	1890	\$7.78	\$14,704
Princeton	2	\$90.79	\$182
Montara	35	\$26.42	\$925

**5142006 Alarm Service** **\$ 2,100 \$ 2,100**

Fees for emergency alarm service.

Item	No	Rate	Cost
Fire Alarm Monitoring	4	\$135	\$540
Monthly Alarm Monitoring	12	\$130	\$1,560

**5142007 Radio System** **\$ 2,900 \$ 2,900**

These are costs associated with the use and maintenance of SAM's radio systems.

Item	No	Rate	Cost
Radio System Maintenance	1	\$2,400	\$2,400
Various repairs	1	\$500	\$500

**5142008**      **Permits, Licenses and Fees**      \$      44,484      \$      44,484

These are costs associated with SAM's permits and licenses such as BAAQMD fees, NPDES fees, San Mateo County fees and other permits.

Item	Cost
Bay Area Air Quality Management District	\$16,000
CA State Water Resources Control Board	\$20,000
CA Department of Health Services	\$1,500
San Mateo County	\$800
Property Tax	\$50
BACWA Annual Permit Renewal	\$6,084
US Environmental Protection Agency	\$50

**5152001**      **Diesel**      \$      8,400      \$      11,858

Diesel fuel costs. Diesel is used in emergency generators, pumps, and vehicles. Decrease reflects drop in fuel prices. Increase in gallons reflects new Vacuum Truck.

Item	Gallons	Rate	Cost
Diesel Fuel	2400	\$3.50	\$8,400

**5152002**      **Gasoline**      \$      4,800      \$      8,065

Gasoline fuel costs for most of SAM's vehicles. Vehicles include one pickup for maintenance, two pickups for operations and one hybrid for administration. Decrease reflects drop in fuel prices.

Item	Gallons	Rate	Cost
Gasoline	1,600.00	\$ 3.00	\$4,800

**5152003**      **Lubricants**      \$      2,450      \$      2,450

Cost of equipment lubricants including oils and greases for gear cases and bearings.

Item	Units	Rate	Cost
Oils (barrel)	2	\$725	\$1,450
Oils (bucket)	1	\$700	\$700
Greases	1	\$300	\$300

**5162001**      **Chemical-General**      \$      2,523      \$      2,450

Costs for general chemicals other than those specified elsewhere. Included are potassium iodide, phenylarsine oxide, and buffer solutions for chlorine residual and other analyses.



<b>5162002</b>	<b>Maintenance</b>	<b>\$</b>	<b>2,250</b>	<b>\$</b>	<b>2,250</b>
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These are costs related to the equipment maintenance and enhancements. This includes small parts, cleaners, rags, etc.

<b>5162004</b>	<b>Chemicals- Hypochlorite-Plant</b>	<b>\$</b>	<b>58,450</b>	<b>\$</b>	<b>56,700</b>
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These are costs for the chemical used for plant effluent disinfection, sodium hypochlorite (industrial strength chlorine bleach).

Item	kgal/year	\$/kgal	Cost
NaOCl	70.00	\$835	\$58,450

<b>5162005</b>	<b>Chemicals-Bisulfite</b>	<b>\$</b>	<b>42,575</b>	<b>\$</b>	<b>41,275</b>
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These are costs for the chemical used for plant effluent dechlorination, sodium metabisulfite.

Item	lb/year	\$/lb	Cost
NaHSO <sub>3</sub>	32,500.00	\$1.31	\$42,575

<b>5162006</b>	<b>Chemicals-NaOCl-Pump Stations</b>	<b>\$</b>	<b>39,451</b>	<b>\$</b>	<b>38,270</b>
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These are costs for Sodium hypochlorite (industrial strength chlorine bleach).

Item	kgal/year	\$/kgal	Cost
NaOCl	47.2	\$835	\$39,451

<b>5162007</b>	<b>Chemicals-Polymer</b>	<b>\$</b>	<b>30,380</b>	<b>\$</b>	<b>29,500</b>
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These are costs for solids dewatering chemicals used to thicken biosolids for disposal.

Item	No	Rate	Cost
Polymer	10	\$3,038	\$30,380

<b>5162008</b>	<b>Chemicals- FeCl<sub>3</sub></b>	<b>\$</b>	<b>25,544</b>	<b>\$</b>	<b>24,800</b>
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These are costs for ferric chloride, used for hydrogen sulfide control and for prevention of ammonium magnesium phosphate (struvite) scaling.

Item	No	Rate	Cost
FeCl <sub>3</sub>	4	\$6,386	\$25,544

<b>5172001</b>	<b>Lab Chemicals</b>	<b>\$</b>	<b>1,500</b>	<b>\$</b>	<b>1,500</b>
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These are SAM plant laboratory costs, other than chemical and maintenance supplies, such as glassware, filter papers, sample bottles and equipment, gloves, soaps, and other supplies used in day to day lab operation.

Item	No	Rate	Cost
Various	12	\$125	\$1,500

**5172002 Lab Maintenance Supplies** \$ 1,000 \$ 1,000

These are costs associated with supplies used in the SAM plant laboratory.

Item	No	Rate	Cost
Various	12	\$83	\$1,000

**5172003 Lab General** \$ 7,500 \$ 7,500

These are SAM plant laboratory costs, other than chemicals and maintenance supplies. They include filter paper, test kits, containers, sampler repairs.

Item	No	Rate	Cost
Various	12	\$625	\$7,500

**5172004 Public Outreach Gen. Supplies** \$ 2,550 \$ 5,100

These are costs associated with supplies used in support of SAM's public outreach efforts. These are primarily related to the Sewer Science program. Budget reduction reflects cutting back on newsletter and flyer materials

Item	No	Rate	Cost
Supplies	3	\$850	\$2,550

**5182002 Vehicles** \$ 6,000 \$ 6,000

These are costs for accessories and repairs to vehicles.

Item	No	Rate	Cost
As needed	12	\$500	\$6,000

**5182003 Building and Grounds** \$ 15,000 \$ 10,000

These are costs associated with the maintenance of SAM building and grounds based on past years' monthly expenditure trends and expectations for FY 2015-16. Primary tasks are clean up and tree trimming.

Item	No	Rate	Cost
Various	12	\$1,250	\$15,000

**5182004 Pump Station/Collection System** \$ 178,000 \$ 195,000

These are costs associated with the major repair or minor replacement of SAM Pump Station equipment. Major repairs (planned / unplanned) include pump overhauls, generator repairs, electrical system repairs, structure and appurtenance repairs, all station equipment repairs. Also included is ongoing maintenance costs for all station equipment, tools and vendors used to perform the maintenance, changes to pumping systems including PLC programming, updates to make pumping process more reliable, etc. This budget has broken out some of the planned repairs/purchases for clarity.

Item	No	Rate	Cost
Various	6	\$10,000	\$60,000
IPS Repairs (as needed)	1	\$50,000	\$50,000
Seal/Rehab Wet Well Montara	1	\$60,000	\$60,000
Replace wetwell hatches, Portola	1	\$8,000	\$8,000

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**5182005 Plant Equipment** **\$ 362,000 \$ 298,000**

These are costs associated with the major repair or minor replacement of SAM Plant equipment. Major repairs (planned and/or unplanned) include pump overhauls, generator repairs, electrical system repairs, tank and appurtenance repairs, all plant equipment repairs. Also included is ongoing maintenance costs for all plant equipment, tools and vendors used to perform the maintenance, changes to treatment systems including PLC programming, updates to make treatment process easier and/or more cost effective to operate, etc. This budget has broken out some of the planned repairs/purchases for clarity.

Item	No	Rate	Cost
Various repairs/improvmts.	4	\$8,000	\$32,000
Davit System	1	\$10,000	\$10,000
Replacement motors	1	\$15,000	\$15,000
Pump Parts	1	\$15,000	\$15,000
Rplc Grit Chamber Gate Valve	1	\$25,000	\$25,000
EQ Tank Set up/Gate Valve	1	\$25,000	\$25,000
SCADA Control Air to SS Basin	1	\$32,000	\$32,000
SS Gas Blower	1	\$33,000	\$33,000
Clean / Recoat Digester	1	\$175,000	\$175,000

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**5182013 Facility Roofing** **\$ 30,000 \$ 30,000**

Roof leaks within Administration and Mechanical Buildings put key electronic equipment at risk. This line item has been traditionally been held for facility paint work, which still needs to be done, however the roof is a higher priority at this time.

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**5202001 Mechanical Tools** **\$ 11,200 \$ 1,200**

Costs for mechanic's tool - both acquisition and replacements. Major addition of a crane is to facilitate pump removal at small sewer stations and to reduce injury risk.

Item	No	Rate	Cost
Various	12	\$100	\$1,200
Auto-Crane for Mechanic's Truck	\$1	\$10,000	\$10,000

**5202002      General Tools** \$    1,000    \$    1,000

Costs for tools other than mechanic's tools, such as tools used by operators, hand tool replacements, flashlights, cutting tools, greasing tools, and other small tools used in the day to day operation.

Item	No	Rate	Cost
Various	12	\$83	\$1,000

**TOTAL TREATMENT EXPENDITURES:** \$ 2,130,756    \$ 2,073,969

**SEWER AUTHORITY MID-COASTSIDE**  
**NDWSCP Budget**

<b>Grouped Categories</b>	Actual	FY2014-15	FY2015-16	Change from	
	FY2013-14	Budgeted Expenditures	Proposed Expenditures	FY 2014-15	
				\$	%
Personnel	\$ 49,505	\$ 35,173	\$ 41,677	\$ 6,504	18.5%
Utilities	\$ -	\$ -	\$ -	\$ -	0.0%
Professional Services	\$ -	\$ 10,000	\$ 10,000	\$ -	0.0%
Chemicals	\$ -	\$ -	\$ -	\$ -	0.0%
Sludge/Solids	\$ -	\$ -	\$ -	\$ -	0.0%
Maintenance	\$ -	\$ -	\$ -	\$ -	0.0%
All Other Accounts	\$ 150	\$ 600	\$ 600	\$ -	0.0%
Passthrough Accounts	\$ -	\$ -	\$ -	\$ -	0.0%
<b>Total</b>	<b>49,655</b>	<b>45,773</b>	<b>52,277</b>	<b>6,504</b>	<b>14.2%</b>





Sewer Authority Mid-Coastside

General Budget - NDWSCP

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
5162003	General										
5162004	Chemicals-Hypochlorite-Plant										
5162005	Chemicals-Bisulfite										
5162006	Chemicals-NaOCL-Pump Station										
5162007	Chemicals-Polymer										
5162008	Chemicals-FeCl3										
5162010	Chemicals-NaOH-Plant										
5172001	Lab Chemicals										
5172002	Lab Maintenance Supplies										
5172003	Lab General	0		250		0.0%	0	0.0%	250	0	0.0%
5172004	Public Outreach Gen Supplies										
5181001	Office Equipment										
5182002	Vehicles										
5182003	Building and Grounds										
5182004	Pump Station										
5182005	Plant Equipment										
5182013	Facility Roofing										
5182014	Instrumentation										
5184020	Leahate Delivery Expenses										
5184006	Sewer Line - HMB										
5184007	Sewer Line-GCSD										
5184008	Sewer Line - MWSD										
5184009	Lift Station - HMB										
5184010	Lift Station - GCSD										
5184011	Lift Station-MWSD										
5184012	SAM Collection Equipment										
52310	Service/Bank Charges										
52410	Interest Expense										
52510	Depreciation Expense										
5202001	Mechanical Tools										
5202002	General Tools										
53210	Fines and Penalties										
<b>Total Expenses</b>		<b>38,120</b>	<b>49,655</b>	<b>45,773</b>	<b>18,742</b>	<b>40.9%</b>	<b>37,485</b>	<b>81.9%</b>	<b>52,277</b>	<b>6,504</b>	<b>14.2%</b>



**SEWER AUTHORITY MID-COASTSIDE  
PROPOSED FY2015-2016 BUDGET  
Class: NDWSCP**

**REVENUE**

		Current	
		Yr	Last Yr
<b>4043001</b>	<b>NDWSCP Operating Fee</b>	<b>\$ 52,027</b>	<b>\$ 45,523</b>
<p>This is revenue for the Non-Domestic Waste Source Control Program (NDWSCP). This is a self-funding program. The revenue is adjusted to offset the expenses. FY 2015-16 increase due to more payroll expense allocation to NDWSCP.</p>			
<b>4043003</b>	<b>NDWSCP Late Fee</b>	<b>\$ 250</b>	<b>\$ 250</b>
<p>This is revenue from anticipated late-fees of the NDWSCP.</p>			
<b>TOTAL NDWSCP OTHER INCOME</b>		<b>\$ 52,277</b>	<b>\$ 45,773</b>

**EXPENSES**

<b>5021001</b>	<b>Productive Payroll</b>	<b>\$ 27,394</b>	<b>\$ 22,441</b>
<p>This is salary for employees in this account class. This total reflects 3.75% MOU-related salary increase for the fiscal year. The increase in FY 2015-16 is due to an increased allocation of employee time to NDWSCP.</p>			
		<b>Item</b>	<b>Cost</b>
		Salary	\$26,403
		MOU increase	\$991
<b>5021004</b>	<b>Benefits</b>	<b>\$ 12,902</b>	<b>\$ 11,888</b>

This account is used for MOU-required benefits. SAM provides CalPERS retirement at 2%@55 for "classic" employees and 2%@62 for new hires. CalPERS retirement cost is reduced due to 1% increase in "classic" employees contribution. Medical/Dental/Life/Vision represents actual cost plus 2.8% estimated increase. LTD insurance cost increase of 5% and workers comp insurance increase of 5%.

Item	Cost
CalPERS retirement	\$4,860
Medical/Dental/Life/Vision	\$5,915
LTD	\$70
Workers Comp/Medicare	\$2,057

<b>5021005</b>	<b>Healthcare Benefits MOU Reserve</b>	<b>\$ 537</b>	<b>\$ -</b>
	<p>This account budgets for the difference of actual healthcare cost versus the stipulated \$1955/month per employee cost per the MOU. In prior fiscal years, SAM accounted for all of the healthcare cost (both actual and accrued) in account #5021004. Starting this year, to increase visibility of the cost of the healthcare benefit accrual, SAM is breaking out the actual cost of the accrual in this account.</p>		
<b>5021008</b>	<b>Retiree Benefits</b>	<b>\$ 444</b>	<b>\$ 444</b>
	<p>This account is for CalPERS and GASB 45 mandatory contribution towards current and future retiree medical benefits.</p>		
<b>5041006</b>	<b>Other Professional Services</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
	<p>In FY2015/16, \$10,000 is set aside for consultant and other fees in pursuit of outsourcing some of the Inspection functions to other Agencies.</p>		
<b>50710</b>	<b>Printing and Publications</b>	<b>\$ 100</b>	<b>\$ 100</b>
	<p>These are costs associated with printing items such as best business practices posters for permitted dischargers.</p>		
<b>50810</b>	<b>Skills Improvements</b>	<b>\$ 300</b>	<b>\$ 300</b>
	<p>These are costs associated with one employee skill improvements.</p>		
<b>50910</b>	<b>Meetings and Travel</b>	<b>\$ 100</b>	<b>\$ 100</b>
	<p>These are costs associated with employee meeting, conference, seminar costs and associated travel costs.</p>		
<b>5111001</b>	<b>Postage</b>	<b>\$ 250</b>	<b>\$ 250</b>
	<p>These are costs associated with postage for NDWSCP publications.</p>		
<b>5172003</b>	<b>Lab General</b>	<b>\$ 250</b>	<b>\$ 250</b>
	<p>These are SAM plant laboratory costs, associated with the NDWSCP, other than lab chemicals and maintenance supplies.</p>		
<b>TOTAL NDWSCP EXPENDITURES:</b>		<b>\$ 52,277</b>	<b>\$ 45,773</b>

SEWER AUTHORITY MID-COASTSIDE

FY2015-16 Capitalized Maintenance Budgeted Assessments

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Total</u>
Capitalized Maintenance Allocation	49.7%	28.5%	21.8%	100.0%
<b><u>Annual Assessments</u></b>				
Capitalized Maintenance	\$ 366,289	\$ 210,045	\$ 160,666	\$ 737,000
<b>Annual Capitalized Maintenance Total</b>	<b>\$ 366,289</b>	<b>\$ 210,045</b>	<b>\$ 160,666</b>	<b>\$ 737,000</b>
<b>Monthly Capitalized Maintenance Total</b>	<b>\$ 30,524</b>	<b>\$ 17,504</b>	<b>\$ 13,389</b>	

SEWER AUTHORITY MID-COASTSIDE

Capitalized Maintenance Assessment Comparison

	Actual	FY2014-15	FY2015-16	Change from	
	FY2013-14	Budgeted	Proposed	FY 2014-15	
Member Assessments		Revenue	Revenue	\$	%
Capitalized Maintenance	\$ -	\$ 320,000	\$ 737,000	\$ 417,000	130.3%
<b>Total</b>	<b>\$ -</b>	<b>\$ 320,000</b>	<b>\$ 737,000</b>	<b>\$ 417,000</b>	<b>130.3%</b>

Capitalized Maintenance from Reserves

From SAM Reserves	\$ -	\$ (180,000)	\$ (500,000)	\$ (320,000)	177.8%
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**SEWER AUTHORITY MID-COASTSIDE**

FY 2015-16

**Member Agency Capitalized Maintenance Assessment Comparison**

City of Half Moon Bay					
	Actual	Current	Proposed	Change from FY 2014-15	
	FY2013-14	FY2014-15	FY2015-16	\$	%
Capitalized Maintenance	\$ -	\$ 156,480	\$ 366,289	\$ 209,809	134.1%
Monthly Total	\$ -	\$ 13,040	\$ 30,524	\$ 17,484	134.1%

Granada Community Services District					
	Actual	Current	Proposed	Change from FY 2014-15	
	FY2013-14	FY2014-15	FY2015-16	\$	%
Capitalized Maintenance	\$ -	\$ 100,160	\$ 210,045	\$ 109,885	109.7%
Monthly Total	\$ -	\$ 8,347	\$ 17,504	\$ 9,157	109.7%

Montara Water and Sanitary District					
	Actual	Current	Proposed	Change from FY 2014-15	
	FY2013-14	FY2014-15	FY2015-16	\$	%
Capitalized Maintenance	\$ -	\$ 63,360	\$ 160,666	\$ 97,306	153.6%
Monthly Total	\$ -	\$ 5,280	\$ 13,389	\$ 8,109	153.6%

Sewer Authority Mid-Coastside  
Capitalized Maintenance SP/INE

## Capitalized Maintenance

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Budgeted Amount '15-16
<b>Income Accounts</b>					
4011004	Project Assessments - HMB	25,250	0	156,480	366,289
4011005	Project Assessments - GCSD	14,750	0	100,160	210,045
4011006	Project Assessments - MWSD	10,000	0	63,360	160,666
	<b>Total Capitalized Maintenance Revenue</b>	50,000	-	320,000	737,000
<b>Capitalized Maintenance Expenditures</b>					
	Planning for Biosolids Disposal	50,000	-	-	-
	Various Treatment Plant Work	-	-	100,000	-
	IPS Reinforcement Project - Engineering Work	-	-	100,000	-
	IPS Reinforcement Project Phase 3	-	-	300,000	1,047,000
	Update the Recycled Water Study from 2008	-	-	-	15,000
	CEQA Permitting Costs (reimbursable to SAM by OCP & CCWD)				150,000
	Comprehensive Hydraulic Modeling Services				25,000
	<b>Total Capitalized Maintenance Expenditures</b>	50,000	-	500,000	1,237,000
	<b>Total to (from) Reserve</b>	-	-	(180,000)	(500,000)

<b>Repair / Replacement</b>	<b>Sewer Authority Mid-Coastside Intertie Pipeline System Reinforcement Project – Phase 3</b>
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**Improvement Description:**

Rehabilitation of 2,350 feet of 12 inch diameter Force Main between Montara and Vallemar Pump Stations, Re-establishing Firm Capacity at Montara Pump Station by re-installation of a third pump, replacement of existing air valves along the Montara and Princeton Force Main, and other miscellaneous repairs.

**Improvement Justification:**

Replacement is required to address structural defects within the Montara to Vallemar reach of SAM Force Main. Similar defects have failed and caused this reach of FM to leak under elevated pressure. Repairs have been conducted on an emergency basis at a high cost to SAM. In addition, each leak has the potential to lead to fines or other regulatory actions, which would add additional, unplanned costs and liabilities. The Montara-Vallemar FM has failed three times over several years as a result of the same type of defect. Re-establishing firm capacity at Montara Pump Station and rehabilitation of the Montara-Vallemar reach of Force Main is required to prevent further deterioration and reduce the potential for future sanitary sewer overflows.

**Funding**

Fiscal 2015-16 Budget Request	\$547,000
Fiscal 2014-15 Carryover	\$300,000
SAM Emergency Reserves	<u>\$500,000</u>
<b>Project Total</b>	<b>\$1,347,000</b>

**Risk**

If unrepaired, it is likely that the Montara FM between Montara PS and Vallemar PS will leak in a high flow condition in the future. If a third pump is not installed at Montara Pump Station, the failure of one of the two existing pumps during a wet weather event could result in a significant SSO.

<b>Schedule</b>	
Board Approval - Improvement	Jan-15
Board Approval - Bids	May-15
Start Installation	Jul-15
Complete Installation	Nov-15
Board Acceptance	Dec-15

<b>Improvement Cost Development</b>	Total	FY14-15	FY15-16	FY16-17	FY17-18	FY19-20
Design / Consulting			\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction Management	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 1,347,000	\$ 300,000	\$ 1,047,000	\$ -	\$ -	\$ -
In-house labor		\$ -	\$ -	\$ -	\$ -	\$ -
Inspection		\$ -	\$ -	\$ -	\$ -	\$ -
Contingency (10%)		\$ -		\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 1,347,000</b>	<b>\$ 300,000</b>	<b>\$ 1,047,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Financial requirements</b>	Total	FY14-15	FY15-16	FY16-17	FY17-18	FY19-20
<b>Total</b>	<b>\$ 1,347,000</b>	<b>\$ 300,000</b>	<b>\$ 1,047,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Admin, Treatment, NDWSCP, and Collections

Budget Summary

Sewer Authority Mid-Coastside

Budget Summary - Admin, Treatment, NDWSCP, and Collections

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
<b>Income Accounts</b>											
4011001	Operating Fund Admin Operating HMB	1,733,508	1,819,992	1,844,393	922,194	50.0%	1,844,388	100.0%	1,967,488	123,095	6.7%
4011002	Operating Fund Admin Operating GCSD	1,228,884	1,113,792	1,251,216	625,608	50.0%	1,251,216	100.0%	1,193,538	-57,678	-4.6%
4011003	Operating Fund Admin Operating MWSD	927,120	990,060	929,874	464,940	50.0%	929,880	100.0%	1,068,392	138,518	14.9%
	<b>Total</b>	<b>3,889,512</b>	<b>3,923,844</b>	<b>4,025,483</b>	<b>2,012,742</b>	<b>50.0%</b>	<b>4,025,484</b>	<b>100.0%</b>	<b>4,229,418</b>	<b>203,935</b>	<b>5.1%</b>
4043001	NDWSCP Revenue-Operating	32,706	39,857	45,523	0	0.0%	45,523	100.0%	52,027	6,504	14.3%
4043003	NDWSCP Revenue - Late Fee	238	844	250	0	0.0%	250	100.0%	250	0	0.0%
4081001	Treatment Trucked Waste	8,990	5,865	12,000	2,820	23.5%	5,640	47.0%	6,000	-6,000	-50.0%
40810	Misc. Revenue	3,168	30,965	500	2,303	460.6%	4,557	911.4%	1,500	1,000	200.0%
40850	Grant Revenue	0	0	0	0	0	0	0	0	0	0
41110	Leachate Revenue	0	275	0	0	0	0	0	0	0	0
40610	Insurance Dividend	29,521	32,979	25,000	0	0.0%	0	0.0%	26,922	1,922	7.7%
40910	Interest Revenue Operating	8,962	6,858	7,269	3,185	43.8%	6,370	87.6%	6,855	-414	-5.7%
	<b>Total</b>	<b>83,585</b>	<b>117,663</b>	<b>90,542</b>	<b>8,308</b>	<b>9.2%</b>	<b>62,339</b>	<b>68.9%</b>	<b>93,554</b>	<b>3,012</b>	<b>3.3%</b>
	<b>Total Income</b>	<b>3,973,097</b>	<b>4,041,507</b>	<b>4,116,025</b>	<b>2,021,050</b>	<b>49.1%</b>	<b>4,087,823</b>	<b>99.3%</b>	<b>4,322,972</b>	<b>206,947</b>	<b>5.0%</b>
<b>Expense Accounts</b>											
50110	Directors Fees	12,300	10,300	10,200	4,100	40.2%	8,200	80.4%	10,200	0	0.0%
5021001	Productive Payroll	1,141,227	1,043,332	1,240,941	593,333	47.8%	1,186,666	95.6%	1,396,832	155,891	12.6%
5021002	Overtime	64,960	56,344	68,099	32,783	48.1%	65,566	96.3%	68,079	-20	0.0%
5021003	Restricted Standby Pay	0	0	0	0	0	0	0	0	0	0
5021004	Benefits	513,441	471,188	591,553	313,945	53.1%	627,890	106.1%	618,533	26,980	4.6%
5021005	Healthcare Benefits MOU Reserve	0	0	0	0	0	0	0	68,032	68,032	0.0%
5021006	Overtime Meals	0	0	300	0	0.0%	0	0.0%	300	0	0.0%
5021007	Temporary	35,617	36,367	41,940	9,146	21.8%	18,291	43.6%	63,770	21,830	52.1%
5021008	Retire Benefits	20,591	27,837	27,492	13,861	50.4%	27,722	100.8%	27,492	0	0.0%
5031002	Fingerprinting	0	0	0	0	0	0	0	0	0	0
5031003	Employee Physicals	180	438	4,473	876	9.8%	876	19.6%	5,040	567	12.7%
5041001	Personnel Assistance	10,500	10,500	10,812	5,250	48.6%	10,500	97.1%	10,812	0	0.0%
5041002	Audit Fees	11,950	27,175	29,682	25,625	86.3%	51,250	172.7%	29,682	0	0.0%
5041003	Engineering Fees	281,079	147,071	85,000	70,512	83.0%	141,024	165.9%	75,000	-10,000	-11.8%
5041004	Legal Fees	74,771	103,157	78,550	31,437	40.0%	62,874	80.0%	36,050	-42,500	-54.1%
5041005	Payroll Costs	5,712	5,309	5,850	2,180	37.3%	4,360	74.5%	4,680	-1,170	-20.0%
5041006	Other Professional Services	61,554	225,155	98,692	39,021	39.5%	78,042	79.1%	87,308	-11,384	-11.5%
5041007	Special Consultant Services	0	0	0	0	0	0	0	20,000	20,000	0.0%
5051001	Janitorial	12,794	12,104	13,780	5,010	36.4%	10,019	72.7%	14,564	784	5.7%
5052002	Laundry Service	22,055	24,515	16,849	12,349	73.3%	24,698	146.6%	16,868	19	0.1%
5052003	Outside Lab Analysis	45,142	36,625	45,627	21,209	46.5%	42,419	93.0%	52,102	6,475	14.2%
5052004	Inspections	51,598	54,195	70,515	20,966	29.7%	41,932	59.5%	70,515	0	0.0%



Admin, Treatment, NDWSCP, and Collections

Budget Summary

Sewer Authority Mid-Coastside

Budget Summary - Admin, Treatment, NDWSCP, and Collections

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
5052005	Calibration	19,061	17,030	13,000	4,862	37.4%	9,724	74.8%	13,000	0	0.0%
5052009	Solid Waste	160,095	164,283	173,372	64,611	37.3%	129,223	74.5%	173,372	0	0.0%
5052013	Maintenance Project Management	19,500	405	500	429	85.8%	858	171.5%	500	0	0.0%
5054004	Technical/Consulting Services	17,259	8,074	10,200	6,471	63.4%	12,941	126.9%	5,200	-5,000	-49.0%
5054005	Video Services	0	2,000	3,300	1,000	30.3%	2,000	60.6%	3,300	0	0.0%
50610	Memberships and Dues	14,258	15,283	16,530	11,268	68.2%	22,536	136.3%	16,530	0	0.0%
50710	Printing and Publications	2,875	3,562	3,425	709	20.7%	1,419	41.4%	2,675	-750	-21.9%
50810	Skills Improvements	7,771	6,765	7,900	2,330	29.5%	4,660	59.0%	11,800	3,900	49.4%
50910	Meetings and Travel	4,473	1,867	4,600	146	3.2%	292	6.4%	3,600	-1,000	-21.7%
5101004	Safety Physicals	0	0	0	0		0		0	0	
5102001	Safety Training	10,787	6,680	7,500	4,647	62.0%	9,294	123.9%	6,800	-700	-9.3%
5102002	Safety Shoes	1,547	1,676	2,200	464	21.1%	929	42.2%	2,200	0	0.0%
5102003	Personal Safety Equipment	10,037	3,472	2,500	1,168	46.7%	2,337	93.5%	2,500	0	0.0%
5102005	Safety Equipment	6,340	5,811	5,574	5,743	103.0%	11,485	206.0%	2,449	-3,125	-56.1%
5102006	Safety Program Administration	0	4,999	25,000	0	0.0%	0	0.0%	15,000	-10,000	-40.0%
5111001	Postage	1,500	2,351	3,081	1,063	34.5%	2,126	69.0%	3,000	-81	-2.6%
5111002	Equipment Rental	99,500	33,414	66,000	13,233	20.0%	26,465	40.1%	15,000	-51,000	-77.3%
5111003	Office Supplies	4,286	3,593	5,289	1,511	28.6%	3,021	57.1%	5,289	0	0.0%
5111004	Computer/Supplies	6,576	6,366	8,670	6,510	75.1%	13,020	150.2%	8,670	0	0.0%
5111005	General Supplies	4,314	4,065	5,896	3,332	56.5%	6,663	113.0%	5,896	0	0.0%
5111006	Bad Debt Expense	1,139	0	0	1,128		2,256		0	0	
5121002	Liability Insurance	65,651	86,660	92,809	44,620	48.1%	89,240	96.2%	74,619	-18,190	-19.6%
5121003	Property Insurance	22,583	24,043	23,716	10,649	44.9%	21,297	89.8%	22,362	-1,354	-5.7%
5121006	Claims	35,000	0	25,000	0	0.0%	0	0.0%	25,000	0	0.0%
5121007	Dishonesty Bond Insurance	328	358	358	179	50.0%	358	99.9%	376	18	5.0%
5132001	Telephone	15,763	16,822	12,566	6,844	54.5%	13,689	108.9%	12,566	0	0.0%
5132002	Electric	258,288	270,660	260,397	117,050	45.0%	234,101	89.9%	261,702	1,305	0.5%
5132003	Natural Gas	1,573	1,454	1,893	113	6.0%	227	12.0%	1,989	96	5.1%
5132004	Water	29,311	32,846	31,332	10,016	32.0%	20,033	63.9%	32,059	767	2.4%
5141002	Mailing Machine	0	0	0	0		0		0	0	
5141003	Copy Machine	6,817	7,284	6,625	3,041	45.9%	6,082	91.8%	6,625	0	0.0%
5142005	Pagers	0	0	0	0		0		0	0	
5142006	Alarm System	3,700	1,978	2,100	989	47.1%	1,978	94.2%	2,100	0	0.0%
5142007	Radio System	0	360	2,900	0	0.0%	0	0.0%	2,900	0	0.0%
5142008	Permits, Licenses and Fees	31,049	32,134	44,484	25,207	56.7%	50,414	113.3%	44,484	0	0.0%
5152001	Diesel	19,092	15,014	17,858	4,092	22.9%	8,183	45.8%	14,000	-3,858	-21.6%
5152002	Gasoline	6,387	5,528	11,065	2,624	23.7%	5,249	47.4%	6,600	-4,465	-40.3%
5152003	Lubricants	1,500	3,704	2,700	0	0.0%	0	0.0%	2,700	0	0.0%
5162001	Chemical-General	2,091	1,761	2,450	770	31.4%	1,540	62.9%	2,523	73	3.0%
5162002	Maintenance	2,688	13	2,750	35	1.3%	71	2.6%	2,750	0	0.0%
5162003	General	0	0	0	0		0		0	0	
5162004	Chemicals-Hypochlorite-Plant	59,208	48,775	56,700	26,450	46.6%	52,901	93.3%	58,450	1,750	3.1%

Admin, Treatment, NDWSCP, and Collections  
Budget Summary

Sewer Authority Mid-Coastside

Budget Summary - Admin, Treatment, NDWSCP, and Collections

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
5162005	Chemicals-Bisulfite	51,074	46,334	41,275	20,124	48.8%	40,248	97.5%	42,575	1,300	3.1%
5162006	Chemicals-NaOCl-Pump Station	38,680	37,014	38,270	16,559	43.2%	33,079	86.4%	39,451	1,181	3.1%
5162007	Chemicals-Polymer	29,406	26,692	29,500	8,915	30.2%	17,831	60.4%	30,380	880	3.0%
5162008	Chemicals-FeCl3	17,235	19,430	24,800	6,852	27.6%	13,703	55.3%	25,544	744	3.0%
5162010	Chemicals-NaOH-Plant	0	0	0	0		0		0	0	
5172001	Lab Chemicals	1,619	977	1,500	571	38.1%	1,143	76.2%	1,500	0	0.0%
5172002	Lab Maintenance Supplies	189	33	1,000	1,060	106.0%	2,120	212.0%	1,000	0	0.0%
5172003	Lab General	7,649	10,891	7,750	1,497	19.3%	2,994	38.6%	7,750	0	0.0%
5172004	Public Outreach Gen Supplies	5,220	8,194	5,100	-379	-7.4%	-758	-14.9%	2,550	-2,550	-50.0%
5181001	Office Equipment	1,202	2,344	2,781	27	1.0%	55	2.0%	2,781	0	0.0%
5182002	Vehicles	14,959	6,163	13,500	13,014	96.4%	26,029	192.8%	11,000	-2,500	-18.5%
5182003	Building and Grounds	53,415	11,249	10,000	11,059	110.6%	22,119	221.2%	15,000	5,000	50.0%
5182004	Pump Station	159,102	94,943	195,000	68,758	35.3%	137,516	70.5%	178,000	-17,000	-8.7%
5182005	Plant Equipment	346,346	407,490	298,000	224,913	75.5%	449,827	150.9%	362,000	64,000	21.5%
5182013	Facility Roofing	12,450	0	30,000	0	0.0%	0	0.0%	30,000	0	0.0%
5182014	Instrumentation	1,340	0	0	0	0.0%	0	0.0%	0	0	0.0%
5184020	Leahate Delivery Expenses	0	0	0	0		0		0	0	
5184006	Sewer Line - HMB	0	0	0	0		0		0	0	
5184007	Sewer Line-GCSD	0	0	0	0		0		0	0	
5184008	Sewer Line - MWSD	0	0	0	0		0		0	0	
5184009	Lift Station - HMB	0	0	0	0		0		0	0	
5184010	Lift Station - GCSD	0	0	0	0		0		0	0	
5184011	Lift Station-MWSD	0	0	0	0		0		0	0	
5184012	SAM Collection Equipment	6,124	11,491	12,000	24,528	204.4%	49,056	408.8%	14,000	2,000	16.7%
52310	Service/Bank Charges	2	51	0	61		122		0	0	
52410	Interest Expense	0	0	0	0		0		0	0	
52510	Depreciation Expense	0	0	0	0		0		0	0	
5202001	Mechanical Tools	1,294	960	1,200	898	74.9%	1,797	149.7%	11,200	10,000	833.3%
5202002	General Tools	754	1,235	1,756	476	27.1%	953	54.3%	1,756	0	0.0%
53210	Fines and Penalties	0	0	0	0		0		0	0	
<b>Total Expenses</b>		<b>4,065,870</b>	<b>3,817,738</b>	<b>4,116,025</b>	<b>1,983,387</b>	<b>48.19%</b>	<b>3,966,773</b>	<b>96.37%</b>	<b>4,922,972</b>	<b>206,947</b>	<b>5.0%</b>