



Montara Water and Sanitary District

Serving the Community of Montara and Moss Beach

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

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

AGENDA

District Board of Directors

8888 Cabrillo Highway
Montara, California 94037

March 17, 2016 at 7:30 p.m.

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 Adoption of a Revised Master Fee Schedule.](#)

CONSENT AGENDA

OLD BUSINESS

NEW BUSINESS

1. [Receive Fiscal Year 2014-15 Single Audit.](#)
2. [Review and Possible Action Concerning Sewer Emergency Repair on Cedar Street.](#)

3. [Review and Possible Action Concerning Authorization to Bid the Cabrillo Highway Sewer Improvements – Phase 1.](#)
4. [Review and Possible Action Concerning Bid Process for Sewer Mainline Replacement Projects.](#)
5. [Review and Possible Action Concerning SAM Request for Adoption of Recycled Water Budget Fiscal Year 2015-16.](#)
6. [Review and Possible Action Concerning Cancellation of Next Regular Scheduled Meeting, April 7, 2016.](#)

REPORTS

1. Sewer Authority Mid-Coastside Meetings (Boyd)
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

PARTICIPATION BY TELECONFERENCE

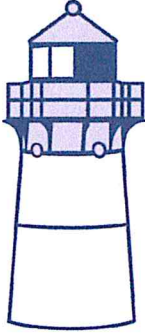
The following Director will participate by teleconference in all or a portion of the meeting of the Board, including Closed Session, from the following locations:

Director Kathryn Slater-Carter – 616 Lakeshore Blvd., Incline Village, NV

Directors participating by teleconference shall post a copy of the Agenda at a location available to the public in the vicinity of the place of their participation. Members of the public will be allowed to participate in open portions of the meeting at the teleconference site(s). All votes taken during a teleconferenced meeting shall be by roll call.

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

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



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 17, 2016**

TO: BOARD OF DIRECTORS
FROM: Clemens Heldmaier, General Manager

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

After a discussion on Remodel Fees for a single project at the January 7, 2016 meeting, the Board asked staff to review the District's current sewer remodel and potentially other sewer connection fees and to prepare revised policies. The remodel fees were cost prohibitive for a basic and urgently needed shower addition to an existing bathroom.

The suggested revisions to sewer connection fees will be presented to this Board later this year. Until the review is completed, staff suggests to work with revised fixture unit charges specifically for sewer remodels to allow the current project and other projects to move forward. Therefore we ask the Board to implement a sewer remodel specific fixture unit charge based on 50% of the cost of a regular fixture unit.

At the last meeting, the Board adopted an ordinance that revised the code accordingly. Now the Board is asked to amend the Master Fee Schedule implementing the code change.

RECOMMENDATION:

Open the public hearing, allow for relevant testimony, close the public hearing and adopt Ordinance, next in Order.

Attachments

ORDINANCE NO. ____

ORDINANCE OF THE MONTARA WATER AND SANITARY DISTRICT RESTATING AND AMENDING MASTER FEE SCHEDULE

WHEREAS, the Montara Water and Sanitary District Code (“Code”) includes regulations governing connections to and use of the District’s water and sewerage facilities, the construction, operation and maintenance thereof and for the establishment and collection of all fees and charges pertaining thereto; and

WHEREAS, the Code further provides for the establishment and collection of monthly rates to be charged for the collection, removal, and disposal of refuse and for solid waste recycling services performed by the District’s franchisee under agreement with the District; and

WHEREAS, the Code provides that such fees and charges may be set forth in a Master Fee Schedule; and

WHEREAS, periodically such fees and charges are reviewed and adjusted to conform to the costs corresponding to the services, commodities and facilities to which they pertain; and

WHEREAS, the fees and charges pertaining to water and sewer services and facilities set forth herein and for the collection, removal, and disposal of refuse for all occupied premises (except agricultural premises) and solid waste recycling services within the District do not exceed the corresponding maximum amounts heretofore approved in accordance with the requirements of law including, to the extent applicable, the provisions of Section 6 of Article XIII D of the California Constitution (enacted by Proposition 218, November 6, 1996 Statewide election); and

WHEREAS, notice was published twice in the Half Moon Bay Review, a newspaper of general circulation within the District, giving notice of a public hearing to consider adoption of the fee herein added to the Master Fee Schedule for the addition of Fixture Units to, or within, an existing building, structure, or portion thereof; and

WHEREAS, all persons present at the aforesaid hearing interested in the adoption of the aforesaid fee were heard or given the opportunity to be heard on the matter of said adoption and this Board considered all statements so made or documents pertaining thereto presented at the hearing; and

WHEREAS, no protests were made against said fee; and

WHEREAS, certain fees and charges herein are restated and reenacted or amended, all of which having been considered in accordance with the above-described procedures;

ORDINANCE NO. ____

ORDINANCE OF THE MONTARA WATER AND SANITARY DISTRICT RESTATING AND AMENDING MASTER FEE SCHEDULE

NOW, THEREFORE, THE BOARD OF THE MONTARA WATER AND
SANITARY DISTRICT, A PUBLIC AGENCY IN THE COUNTY OF SAN MATEO,
CALIFORNIA, DOES ORDAIN AS FOLLOWS:

SECTION 1. The following provisions of the Master Fee Schedule are hereby
restated:

SEWER SERVICE CHARGE RATES

The annual sewer service charge for property occupancy uses corresponding to the
categories specified hereinafter, shall be, and is hereby established as an amount
equal to the applicable rate hereinafter specified times the cubic feet of water
consumption attributable to such property per annum divided by one hundred
(MWSD Code §4-2.100).

<u>Classification</u>	<u>Rate/HCF*</u>	<u>Minimum Charge</u>
Residential	\$40.510	\$648.16
Restaurants	\$73.490	\$1175.84
Motels	\$43.560	\$696.96
Offices	\$35.807	\$572.91
General Commercial	\$38.800	\$620.80
All other Commercial	\$42.211	\$675.37
Schools	\$36.455	\$583.28
Hospitals	\$40.757	\$652.11

*Hundred cubic feet

Upon new connection to the District's sewerage system, the applicant shall pay the
pro-rated amount of sewer service charges for the remainder of the fiscal year in
which connection is made based upon the average annual sewer service charge of
all users within the applicant's user classification.

ORDINANCE NO. ____

ORDINANCE OF THE MONTARA WATER AND SANITARY DISTRICT RESTATING AND AMENDING MASTER FEE SCHEDULE

(MWSD Code §4-2.100(f))

SECTION 2. The following provisions of the Master Fee Schedule are hereby restated and amended:

<u>Description of Fee*</u>	<u>Fee</u>
Sewer Connection Permit (MWSD Code §3-9.500)	\$23,376.00
Fixture Unit Charge (MWSD Code §3-9.500)	\$935.00
Fixture Unit Charge – addition of Fixture Units to, or within, an existing building, structure, or portion thereof (MWSD Code §3-9.500)	\$467.50
Sewer Connection Permit for Conversion from Septic System to Sewerage System (MWSD Code §§3-4.800, 3-9.500)	\$14,851.00
Fixture Unit Charge – Conversion from Septic System to Sewerage System (MWSD Code §§3-4.800, 3-9.500)	\$594.00
Sewer Connection Permit for Second Dwelling Units – Fixture Unit Charge (MWSD Code §3-10.200)	\$594.00
Connection Permit Administrative Fee (MWSD Code §3-9.600,)	Actual Cost (\$474.00 minimum)
Connection Permit Inspection Fee (MWSD Code §3-9.600,)	Actual Cost (\$448.00 minimum)
Remodel Permit Fee (MWSD Code §3-9.500)	Actual Cost (\$332.00 minimum)

ORDINANCE NO. ____

ORDINANCE OF THE MONTARA WATER AND SANITARY DISTRICT RESTATING AND AMENDING MASTER FEE SCHEDULE

Private Sewer System Permit (MWSD Code §3-4.200,)	Actual Cost (\$153.00 minimum)
Private Sewer System Deposit for Hydrologic Investigation (MWSD Code §3-4.1200 (c))	Actual Cost (\$2,646.00 minimum)
Connection Permit Administrative Fee - Subdivisions & Commercial Units (MWSD Code §3-9.600,)	Actual Cost (\$474.00 minimum)
Connection Permit Inspection Fee - Subdivisions & Commercial Units (MWSD Code §3-9.600,)	Actual Cost (\$448.00 minimum)
Administrative Fee for Reimbursement Agreement (MWSD Code §3-9.500)	Actual Cost (\$474.00 minimum)
Administrative Fee for Main Line Extension Agreement (MWSD Code §3-9.500)	Actual Cost (\$474.00 minimum)
Connection Fee to Connect to Interceptor (MWSD Code §3-9.500)	Prorata share of current value of interceptor
Miscellaneous Inspection Fee (MWSD Code §3-9.500)	Actual Cost (\$448.00 minimum)
Second Unit Connection Fee - Studio Unit (10 fixture units) (MWSD Code §3- 10.200)	\$9,352.00
Second Unit Connection Fee - One Bedroom Unit (11 fixture units) (MWSD Code §3-10.200)	\$10,288.00
Second Unit Connection Fee - Additional Fixture Units (MWSD Code §3-10.200)	\$935.00

O R D I N A N C E N O. ____

ORDINANCE OF THE MONTARA WATER AND SANITARY DISTRICT RESTATING AND AMENDING MASTER FEE SCHEDULE

Second Unit Permit Application Fee (MWSD Code §3-10.400) Actual Cost (\$474.00 minimum)

Developer Service Fee: \$2,568.00 minimum deposit against which all District costs to process application are charged. (MWSD Code §§5-3.102, 5-3.210)

Administrative Charge for Processing Collection of Delinquent Refuse and Water Charges On Tax Roll (MWSD Code §1-5.200) \$41.00 per account

Charge to Photocopy Documents \$1.36 per page for first four pages; \$0.35 for each page over four.

Charge for Failure to Obtain Permit (MWSD Code §1-5.200) Double amount of Permit Fee, minimum (actual collection costs, if in excess of minimum)

*Where minimums or deposits are specified, no District services will be provided when the estimated costs to complete the services exceed the minimum paid or when the deposit has been exhausted unless and until an amount equal to the estimated cost for completion has been deposited with the District. Balances remaining upon completion of services will be refunded.

SECTION 3. The following provisions of the Master Fee Schedule are hereby restated:

(a) WATER QUANTITY AND METER SERVICE CHARGES
(MWSD Code §§ 5-5.102, 103)

<u>Rate Components</u>	<u>Rate**</u>
Tier 1 0 to 6 HCF*	\$7.650 per HCF
Tier 2 7 – 13 HCF	\$10.210 per HCF
Tier 3 14 – 27 HCF	\$12.760 per HCF

O R D I N A N C E N O. ____

ORDINANCE OF THE MONTARA WATER AND SANITARY DISTRICT RESTATING AND AMENDING MASTER FEE SCHEDULE

Tier 4 over 27 HCF	\$17.870 per HCF
Meter Service Charge-5/8" (standard residential size)	\$26.36 per month
Meter Service Charge – 3/4"	\$28.99 per month
Meter Service Charge – 1"	\$36.90 per month
Meter Service Charge – 1 ½"	\$47.44 per month
Meter Service Charge – 2"	\$76.44 per month
Meter Service Charge – 3"	\$289.93 per month
Meter Service Charge – 4"	\$369.01 per month

*HCF=Hundred Cubic Feet (1 cubic foot ≈ 7.4805 gal.; 1 HCF = 748 gal.)

(b) FIRE PROTECTION WATER SYSTEM CHARGES

Private Fire Protection Service Per Meter Per Month:
(MWSD Code §5-5.106)

4-inch connection or smaller:	\$15.90
6-inch connection:	\$22.55
8-inch connection:	\$30.05
10-inch connection:	\$63.32
12-inch connection:	\$88.38

Private Fire Protection Administrative Fee:* \$474.00 minimum
(MWSD Code §5-3.208)

Installation of Private Fire Protection Service from Meter to District Main:* (MWSD Code §5-5.204)	Cost invoiced to District by contractor; estimated cost to be deposited
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Private Fire Protection Connection Charge (3/4" to 5/8" meter): \$4,791.00
Private Fire Protection Connection Charge (1" meter): \$8,002.00
Private Fire Protection Connection Charge (1 ½ " meter): \$15,954.00

ORDINANCE NO. ____

ORDINANCE OF THE MONTARA WATER AND SANITARY DISTRICT RESTATING AND AMENDING MASTER FEE SCHEDULE

Private Fire Protection Connection Charge (2" meter):	\$25,536.00
Private Fire Protection Connection Charge (3" meter):	\$47,908.00
Private Fire Protection Connection Charge (4" meter):	\$79,868.00
Private Fire Protection Connection Charge (6" meter):	\$133,133.00
Private Fire Protection Connection Charge (8" meter):	\$221,934.00
Private Fire Protection Connection Charge (10" meter):	\$369,961.00

(MWSD Code §5-3.208)

Private Fire Protection Inspection Fee:*	\$448.00
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(MWSD Code §5-3.210)

(c) WATER SYSTEM CONNECTION METER CHARGES
(MWSD Code §§5-3.204, 5-3.205)

Charge determined by District's cost of purchase corresponding to meter size.

(d) WATER SYSTEM CONNECTION CAPACITY CHARGES
(MWSD Code §5-3.312)

5/8 x 3/4 inch meter	\$15,259.00
3/4 inch meter	\$16,785.00
1 inch meter	\$21,362.00
1-1/2 inch meter	\$27,469.00
2 inch meter	\$44,250.00
3 inch meter	\$167,844.00
4 inch meter	\$213,621.00

Above 4 inch meter: charge determined by General Manager
based on estimated water usage

(e) MISCELLANEOUS WATER SYSTEM SERVICE FEES:*

Check not honored by bank:	\$27.00
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(MWSD Code §§1-5.200, 5-5.122)

Poor credit history deposit:	Twice estimated first payment
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(MWSD Code §§1-5.200, 5-3.210)

Reconnection Charge due to Non-Payment:	\$65.00
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(MWSD Code §§5-3.210, 5-5.120)

ORDINANCE NO. ____

ORDINANCE OF THE MONTARA WATER AND SANITARY DISTRICT RESTATING AND AMENDING MASTER FEE SCHEDULE

Developer Service Fee: \$2,568.00 minimum deposit against which all District costs to process application are charged.
(MWSD Code §§5-3.102, 5-3.210)

Hydrant Meter Deposit: \$1,161.00 against which water use charged.
(MWSD Code §5-4.227)

Connection Administrative Fee minimum deposit applied to actual hourly costs to process application \$474.00
(MWSD Code §§5-3.202, 5-3.203)

Connection Inspection Fee \$448.00
(MWSD Code §5-3.210)

Connection construction cost deposit applied to actual cost \$2,568.00
(MWSD Code §§5-3.202, 5-3.203)

Service Charge for Posting Door Tag for Delinquent Account: \$30.00 per customer per incident.
(MWSD Code §§1-5.200, 5-3.210)

Credit for Customer paying bill using ACH: \$3.00 per bill.
(MWSD Code §5-3.200)

Service Charge for Unauthorized Use of Fire Hydrant: \$137.00 per incident plus actual water used plus damages.
(MWSD Code §5-5.202)

Service Charge for Cross Connection Control Device Test: \$103.00 per tested device.
(MWSD Code §5-6.400)

*Where minimums or deposits are specified, no District services will be provided when the estimated costs to complete the services exceed the minimum paid or when the deposit has been exhausted unless and until an amount equal to the estimated cost for completion has been deposited with the District. Balances remaining upon completion of services will be refunded.

SECTION 4. The following provisions of the Master Fee Schedule are hereby restated:

ORDINANCE NO. ____

ORDINANCE OF THE MONTARA WATER AND SANITARY DISTRICT RESTATING AND AMENDING MASTER FEE SCHEDULE

The monthly rates to be charged by the District's Franchisee for the collection, removal, and disposal of refuse for all occupied premises (except agricultural premises) and recycling services within the District effective commencing on January 1 of the year indicated are:
(MWSD Code §2-7.100)

RESIDENTIAL

1. Weekly collection, single container placed in front of premises, wet and dry garbage ("first can service") in wheeled carts:
 - a. Container limits: volume - 20 gals. (3/10 cu yd.), weight 40 lbs. per mo. charge \$23.87
 - b. Container limits: volume - 32 gals. (1/4 cu yd.), weight 60 lbs. per mo. charge \$29.35
 - c. Container limits: volume - 64 gals. (1/2 cu yd.), weight 100 lbs. per mo. charge \$96.44

2. Special Services (charges added to above, basic changes):
 - a. Container placed at side or rear of dwelling - per container \$7.33
 - b. Container not placed at specified collection point and return call required- per container \$14.95
 - c. Extra 30 gallon bag with collection (excludes 20 gallon cart service), per bag \$7.92
 - d. Special collections combined with regular service, including collections for brush, yard clippings, boxes, etc. estimate

3. Bulky goods dropoff service four times a year within Montara District limits including greenwaste and motor oil in Recology-provided bottles only incl. w/service

4. Weekly commingled recyclable materials collection (64 gallon wheeled cart) incl. w/service

5. Every other week greenwaste (yard trimmings, etc.) collection, limited to four (4) thirty gallon containers - customers own containers incl. w/service

6. Bulky goods curbside collection service, limited to four (4) times a year One item up to 200 lbs or 5-30 gallon bags incl. w/service

7. Dropoff at Recycling yard in Pacifica of motor oil, latex paint, unpainted lumber, large pieces of metal, styrofoam, e-waste, large white goods, furniture, mattresses, large amounts of recyclable materials incl. w/service

8. Christmas trees free of charge thru January 31st of each year incl. w/service

ORDINANCE NO. ____

ORDINANCE OF THE MONTARA WATER AND SANITARY DISTRICT RESTATING AND AMENDING MASTER FEE SCHEDULE

a. After January 31st charge is \$20 per tree for removal \$20.00

MULTIFAMILY, COMMERCIAL AND INDUSTRIAL SERVICE

1. Service to restaurants, hotels, cafes, apartment houses, stores and similar places of business, factories, schools and institutions, wet and dry garbage-container limits: volume - 30 gal. cans (1/4 cu. Yd.), weight - 75 lbs.

a. Regular collections:

1-64 gallon collection once per week \$115.81

1-96 gallon collection once per week \$189.52

b. Additional 64 or 96 gallon commercial carts picked up more than once a week will be original charge times the number of pickups Will vary by size

2. Commercial Container Rental:

a. 1 cubic yard box - per mo. \$52.69

b. 2 cubic yard box - per mo. \$68.31

3. Commercial Container Collections:

a. 1 cubic yard box - per collection \$44.52

b. 2 cubic yard box - per collection \$88.58

4. Compacted Commercial Container Service:

a. 1 cubic yard box - per collection \$86.90

b. 2 cubic yard box - per collection \$175.55

5. Recyclable material collection up to five times a week inc. w/service

DEBRIS BOX SERVICE

7, 14, 20 and 30 yard containers

a. Container rental and delivery and pickup charge \$350.00

b. \$67 per ton confirmed by disposal site weight slip Tonnage based

SPECIAL PROVISIONS

1. Financial hardship rate for weekly collection for single container placed in front of

ORDINANCE NO. ____

**ORDINANCE OF THE MONTARA WATER AND
SANITARY DISTRICT RESTATING AND AMENDING
MASTER FEE SCHEDULE**

premises, wet and dry garbage 30 gallon can (PGE CARE PROGRAM) 15% \$25.00
reduction

SECTION 5. All ordinances or portions thereof in conflict herewith shall be, and hereby are, repealed to the extent of such conflict.

SECTION 6. Upon adoption, this ordinance shall be entered in the minutes of the Board and posted in three (3) places in the District and shall become effective immediately upon the expiration of one week following said posting.

President, Montara Water and Sanitary District

COUNTERSIGNED:

Secretary, Montara Water and Sanitary District

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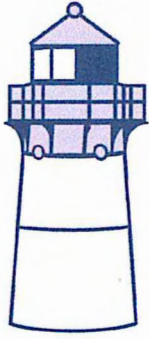
I HEREBY CERTIFY that the foregoing Ordinance No.____ was duly and regularly adopted and passed by the Board of the Montara Water and Sanitary District, San Mateo County, California, at a Regular meeting thereof held on the 17th day of March 2016, by the following vote:

AYES, Directors

NOES, Directors:

ABSENT, Directors:

Secretary, Montara Water and Sanitary District



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 17, 2016**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Receive Fiscal Year 2014-15 Single Audit.

In the United States, the Single Audit, also known as the OMB A-133 audit, is a rigorous, organization-wide audit of an entity that expends \$500,000 or more of Federal assistance commonly known as Federal funds, Federal grants, or Federal awards received for its operations. The Single Audit's objective is to provide assurance to the granting entity as to the management and use of such funds by recipients. The audit is typically performed by an independent certified public accountant (CPA) and encompasses both financial and compliance components. The Single Audits must be submitted to the Federal Audit Clearinghouse along with a data collection form, Form SF-SAC.

In fiscal year 2014-15 the District received \$1,187,291 in Federal Assistance from the US Department of Environmental protection, which was passed through the CA Dept. of Public Health. Per the funding agreement, the purpose of the funding is to assist in financing construction of a project which will enable the supplier to meet safe drinking water standards.

AJ Major with the District's independent auditors, Vavrinek, Trine & Day (VTD) has come to present and discuss the District's completed Single Audit.

RECOMMENDATION:

This is for Board information only.

Attachment



State of California—Health and Human Services Agency
California Department of Public Health



RON CHAPMAN, MD, MPH
Director & State Health Officer

EDMUND G. BROWN JR.
Governor

NOV 15 2012

Mr. Clemens Heldmaier, General Manager
Montara Water and Sanitary District
8888 Cabrillo Highway
Montara, CA 94037

Dear Mr. Heldmaier:

**SAFE DRINKING WATER STATE REVOLVING FUND (SDWSRF) FUNDING
AGREEMENT NO. SRF12CX109, MONTARA WATER AND SANITARY DISTRICT,
PROJECT NO. 4110010-022C**

Enclosed is an original executed Safe Drinking Water State Revolving Fund (SDWSRF) grant funding agreement, No.SRF12CX109, between Montara Water and Sanitary District and the California Department of Public Health (CDPH). This funding is to assist your community in meeting safe drinking water standards for your domestic water supply.

You may have outstanding requirements which must be met prior to disbursement of funds. Please refer to Article A-3 Basic Conditions Precedent and Article C-2 Additional Requirements of your funding agreement for details. If you have any questions, please contact the Santa Clara district office at (510) 620-3474 or CDPH Headquarters at (916) 449-5600.

The State commends the Montara Water and Sanitary District for taking steps to correct the deficiencies that will be remedied by this project in order to provide safe drinking water to your consumers. CDPH wants to ensure your successful and timely completion of this project. Therefore, if at any time you encounter unexpected difficulties in meeting requirements of your funding agreement, please contact your CDPH district office as soon as possible.

Sincerely,

Leah Godsey Walker, P.E., Chief
Division of Drinking Water and Environmental Management

**MONTARA WATER AND SANITARY DISTRICT,
MONTARA, CALIFORNIA**

SINGLE AUDIT REPORT

FISCAL YEAR ENDING JUNE 30, 2015

MONTARA WATER AND SANITARY DISTRICT

FISCAL YEAR ENDING JUNE 30, 2015

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**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Board of Directors
Montara Water and Sanitary District
Montara, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Montara Water and Sanitary District, California (District), as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated September 29, 2015. Our report included an emphasis of a matter paragraph regarding the District's adoption of Governmental Accounting Standards Board (GASB) Statement No. 68, *Accounting And Financial Reporting For Pensions—An Amendment of GASB Statement No. 27* and GASB No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date—an amendment of GASB Statement No. 68* as of July 1, 2014.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of District's internal control. Accordingly, we do not express an opinion on the effectiveness of District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Varrinek, Trine, Day & Co., LLP.

Pleasanton, California
September 29, 2015



INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM; REPORT ON INTERNAL CONTROL OVER COMPLIANCE; AND REPORT ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS REQUIRED BY OMB CIRCULAR A-133

To the Board of Directors
Montara Water and Sanitary District
Montara, California

Report on Compliance for Each Major Federal Program

We have audited the Montara Water and Sanitary District's, (the District) compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the District's major federal programs for the year ended June 30, 2015. The District's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the District's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the District's compliance.

Opinion on Each Major Federal Program

In our opinion, the District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2015.

Report on Internal Control Over Compliance

Management is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the District's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

Report on Schedule of Expenditures of Federal Awards Required by OMB Circular A-133

We have audited the financial statements of the District as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the District's basic financial statements. We issued our report thereon dated September 29, 2015, which contained an unmodified opinion on those financial statements. Our report contained an emphasis of matter paragraph regarding the District's adoption of new accounting pronouncements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by OMB Circular A-133 and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated in all material respects in relation to the financial statements as a whole.

Varrinek, Trine, Day & Co., LLP.
Pleasanton, California
March 2, 2016

MONTARA WATER AND SANITARY DISTRICT

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2015**

<u>Federal Grantor / Pass-through Grantor / Program Title</u>	<u>Grant Identifying Number</u>	<u>Federal Catalog Number</u>	<u>Federal Expenditures</u>
<u>U.S. Department of Environmental Protection:</u>			
Passed through the California Department of Public Health: Capitalization Grants for Drinking Water State Revolving Fund Safe Drinking Water State Revolving Fund (DWSRF)	SRF2012CX109	66.468	<u>\$ 1,187,291</u>
Total Expenditures of Federal Awards			<u>\$ 1,187,291</u>

See accompanying notes to the schedule of expenditure of federal awards.

MONTARA WATER AND SANITARY DISTRICT

NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS FOR THE YEAR ENDED JUNE 30, 2015

NOTE #1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. General

The accompanying Schedule of Expenditures of Federal Awards presents the activity of all federal awards programs of the Montara Water and Sanitary District (District). The District's reporting entity is defined in Note #1 of the District's basic financial statements. All federal awards received directly from federal agencies, as well as federal awards passed through other governmental agencies to the District are included in the accompanying schedule.

B. Basis of Accounting

The accompanying Schedule of Expenditures of Federal Awards is presented using the modified accrual basis of accounting, which is described in Note #1 of the District's basic financial statements.

C. Relationship to Basic Financial Statements

The loan associated with federal award funds is reported within the District's basic financial statements under the financial statement caption current portion of long-term debt and long-term debt, net of current portion.

D. Relationship to Federal Financial Reports

Amounts reported in the accompanying Schedule of Expenditures of Federal Awards agree with the amounts reported in the related federal financial reports. However, certain federal financial reports are filed based on cash expenditures. As such, certain timing differences may exist in the recognition of revenues and expenditures between the schedule of expenditures of federal awards and the federal financial reports.

E. Catalog of Federal Domestic Assistance (CFDA) Numbers

The CFDA numbers included in this report were determined based on the program name, review of grant contract information, and the Office of Management and Budget's Catalog of Federal Domestic Assistance.

F. Pass-Through Entities' Identifying Number

When federal awards were received from a pass-through entity, the Schedule of Expenditures of Federal Awards shows, if available, the identifying number assigned by the pass-through entity.

MONTARA WATER AND SANITARY DISTRICT

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2015**

I. SUMMARY OF AUDITORS' RESULTS

FINANCIAL STATEMENTS

Type of auditors' report issued:	<u>Unmodified</u>
Internal control over financial reporting:	
Material weakness(es) identified?	<u>No</u>
Significant deficiency(ies) identified?	<u>None reported</u>
Noncompliance material to financial statements noted?	<u>No</u>

FEDERAL AWARDS

Internal control over major programs:	
Material weaknesses identified?	<u>No</u>
Significant deficiencies identified?	<u>None reported</u>
Type of auditors' report issued on compliance for major programs:	<u>Unmodified</u>

Any audit findings disclosed that are required to be reported in accordance with Section .510(a) of OMB Circular A-133?	<u>No</u>
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Identification of major programs:

<u>CFDA Number</u>	<u>Name of Federal Program or Cluster</u>
<u>66.468</u>	<u>Capitalization Grants for Drinking Water State Revolving Funds</u>

Dollar threshold used to distinguish between Type A and Type B programs:	<u>\$ 300,000</u>
Auditee qualified as low-risk auditee?	<u>No</u>

MONTARA WATER AND SANITARY DISTRICT

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2015**

II. FINANCIAL STATEMENT FINDINGS

None reported.

MONTARA WATER AND SANITARY DISTRICT

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2015**

III. FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

None reported.

MONTARA WATER AND SANITARY DISTRICT

**SUMMARY SCHEDULE OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2015**

None reported.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 17, 2016**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Review and Possible Action Concerning Authorization to EMERGENCY REPAIR AT CEDAR AND GEORGE ST.

SAM Staff notified MWSD staff promptly on the 11th of February after the discovery of a completely collapsed sewer on Cedar Street just south of George Street. This pipe serves 790 George Street. SAM staff arranged for pothole by Andreini Brothers to clear the immediate stoppage, at which time they verified the old concrete sewer pipe is completely collapses on the top. Staff has been maintaining the pipe daily to ensure so sewer overflow occurs. After reviewing the sewers on Cedar Street, it was determined that the existing sewer was directly under the water main with about 6 inches of clearance and it would cost lest to redirect the lateral to a different sewer main. District has obtained a Costal Development Exception (CDX) for the pipe relocation from the County of San Mateo.

The District calls for four informal emergency bids quotations to be submitted to the District by 2:00 PM on Tuesday March 8th, 2016 for the award of an Emergency Contract for the construction of improvements in the District in strict accordance with the Plans and Specifications therefor entitled, "EMERGENCY REPAIR AT CEDAR AND GEORGE ST" dated February 2016, prepared by Nute Engineering, Civil and Sanitary Consultants.

The work includes the furnishing of all labor, materials and equipment for the construction of approximately 120 LF of new sewer at Cedar Street at George Street, Extend the sewer lateral across the street, and abandon the existing approximately 120 LF of sewer main, together with all appurtenances, for the completed and operational project as shown on the Plans and as specified. Engineers Construction Estimate is \$35,000. The Project Low Bid quotation was one of two responsive bids, and was from Half Moon Bay Paving and Grading is \$32,375.50. It is a prevailing wage quotation.

Pippin Cavagnaro, P.E. from Nute Engineering, will be available to present the Project and answer any questions the Board might have.

RECOMMENDATION:

Authorize the General Manager to advertise for bids for the EMERGENCY REPAIR AT CEDAR AND GEORGE ST and adopt RESOLUTION NO. _____, RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT ACKNOWLEDGING AND AUTHORIZING THE FILING OF NOTICE OF EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

Attachment (Resolution) to be provided at the meeting



Half Moon Bay Grading & Paving Inc.

1780 Higgins Canyon Road
 Half Moon Bay, Ca 94019-2522
 CA Lic. 400482 Union/SBE/DBE Contractor
 Ph: 650-726-3588 Fax: 650-726-3582
 DIR 1000002698 hmbpave@sbcglobal.net

Estimate

Date	Estimate #
3/8/2016	4078

Customer
Montara Water and Sewer District 8888 Cabrillo Hwy Montara, Ca 94037

Item	Location/Description	Total
Bid Estimate	<p>Re: Cedar and George Street Sewer Replacement - Per Plans by Nute Engineering dated Feb. 2015 Sheets 1- 3.</p> <p>After getting encroachment permit from San Mateo County and survey is provided to us from district. Sawcut and remove asphalt, trench down for new sewer line, supply and place baserock bedding per plan, supply and set C900 class 150 pvc pip and fittings, backfill trench with baserock and replace removed asphalt. Approx. 120 Ft. of 6" and 30 Ft. of 4" pipe. Plug ends of old sewer line with concrete.</p>	32,375.50
Exclusions	<p>Licenses or testing of any kind or related fees, staking, surveying, soils engineer, additional utility installation or repair, posting, over excavation, fence removal and replacement, concrete removal, night or overtime work, headerboard, sewer line video and hydro-flushing, slurry seal or fog seal, striping, pavement marking or landscaping.</p> <p>Accepted; _____ Date: _____</p>	
For your review and response...		Total \$32,375.50



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 17, 2016**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Review and Possible Action Concerning Authorization to Bid the Cabrillo Highway Sewer Improvements – Phase 1.

In accordance with the revised 7 year Capital Improvement Plan, the Cabrillo Highway Sewer Improvements – Phase 1 is proposed on the CIP now each year for the last three years. Due to delays with the Caltrans permitting, the project has been postponed each year. This current FY continues to budget \$887,963 for the project. Additionally, \$810,000 is budgeted for 2016-17, and \$729,000 for 2017-18.

The District calls for sealed bids to be submitted to the District by 1:00 PM on Tuesday May 10th, 2016 for the award of a Contract for the construction of improvements in the District in strict accordance with the Plans and Specifications therefor entitled, "CABRILLO HIGHWAY SEWER IMPROVEMENTS – PHASE 1 " dated March 2016, prepared by Nute Engineering, Civil and Sanitary Consultants.

The work includes the furnishing of all labor, materials and equipment for the construction of a new sewer crossing under Cabrillo Highway 1 at 16th Street, and an open cut of a new sewer installation between 16th Street and 14th Street, together with all appurtenances, for the completed and operational project as shown on the Plans and as specified. Engineers Construction Estimate is \$1,323,000. Contingencies and incidentals on a project of this scope could be 30% for a Project total estimate of \$1,720,000. The additional money will be required to be transferred from reserves to the CIP for this FY. These increases in the project cost estimate are largely attributed to the delay by CALTRANS to issue the permit and the recent increase in construction costs this season.

Pippin Cavagnaro, P.E. from Nute Engineering, will be available to present the Project and answer any questions the Board might have.

RECOMMENDATION:

Authorize the General Manager to advertise for bids for the Cabrillo Highway Sewer Improvements – Phase 1 and adopt Resolution No. _____, Resolution of the Montara Water and Sanitary District Acknowledging and Authorizing the Filing of Notice of Exemption Under the California Environmental Quality Act.

Attachment (Resolution to be provided at the meeting)



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 17, 2016**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Review and Possible Action Concerning Authorization to Bid the 2015-2016 Sewer Improvement Project and Spot Repairs.

In accordance with the revised 7 year Capital Improvement Plan, the 2015-16 Sewer Improvement Project and Spot Repairs is proposed for Bid. This current FY continues the rehabilitation of Medium and High Priority Sewer Mains as well as miscellaneous maintenance and spot repairs and CCTV activities for the purpose of reducing Sanitary Sewer Overflows and reducing Inflow and Infiltration in the District collection system with a budget of \$541,233 and \$30,000 for spot repairs and CCTV for a total of \$571,233. Additionally, \$229,305 CIP money was unspent last year and transferred to reserves due to projects being under budget for a total available for this CIP fiscal year of \$800,538 if money is transferred out of reserves.

The District calls for sealed bids to be submitted to the District by 2:00 PM on Tuesday May 10th, 2016 for the award of a Contract for the construction of improvements in the District in strict accordance with the Plans and Specifications therefor entitled, "2015-16 SEWER IMPROVEMENT PROJECT AND SPOT REPAIRS " dated March 2016, prepared by Nute Engineering, Civil and Sanitary Consultants.

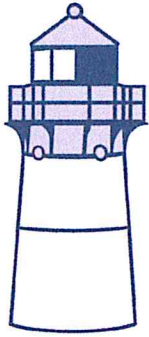
The work includes the furnishing of all labor, materials and equipment for the construction and rehabilitation of sanitary sewer mains near Kanoff and LaConte, Main St and 10th, and Tarrace Ave and laterals, msc. spot repairs, the rehabilitation and coating of selected manholes, and CCTV of sewers, together with all appurtenances, for the completed and operational project as shown on the Plans and as specified. Engineers Construction Estimate is \$675,000.

Pippin Cavagnaro, P.E. from Nute Engineering, will be available to present the Project and answer any questions the Board might have.

RECOMMENDATION:

Authorize the General Manager to advertise for bids for the 2015-16 Sewer Improvement Project and Spot Repairs and adopt Resolution No. _____, Resloution of the Montara Water and Sanitary District Acknowledging and Authorizing the Filing of Notice of Exemption Under the California Environmental Quality Act.

Attachment



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 17, 2016**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

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

**SUBJECT: Review and Possible Action Concerning SAM
Request for Adoption of Recycled Water Budget
FY 2015-16.**

The Sewer Authority Mid-Coastside (SAM) has established the Recycled Water Project Phase 1 as SAM Recycled Water Project. A budget for this current Fiscal Year was approved for distribution to the member agencies. MWSD is asked to contribute now an additional \$33,614.

SAM's request is really two fold. First the agency is asking for confirmation of MWSD's participation in what now is established as a SAM Project. Second MWSD is asked to contribute additional funds to the project. MWSD has already approved \$24,000 to be sent to SAM for the Recycled Water Project in this current year's Capital Maintenance Budget.

RECOMMENDATION:

Adopt Resolution next in order, approving the SAM Recycled Water Budget.

Attachments

A PUBLIC AGENCY
SERVING:
City of Half Moon Bay
Granada Community Services District
Montara Water and Sanitary District

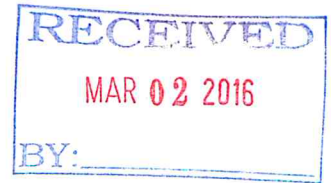
SEWER AUTHORITY MID-COASTSIDE



1000 N. Cabrillo Highway
Half Moon Bay, CA 94019
(650) 726-0124
FAX (650) 726-7833
www.samcleanswater.org

February 26, 2016

Clemens Heldmaier, General Manager
Montara Water & Sanitary District
8888 Cabrillo Hwy
Montara, CA 94037



Re: Recycled Water Project

Dear Clemens:

At the February 22, 2016, SAM Board of Directors Meeting, the Board voted to approve the Recycled Water Project (RWP), and established a project budget, for presentation to the member agencies for their approval. Their approval of the RWP and budget stipulated the following as requirements for the project.

1. If approved by the member agencies, no expenditures may be made on the RWP without the SAM Board approval.
2. The RWP must achieve full cost recovery from the participating customers, currently listed as CCWD and OCP, and any other funding sources (i.e., grants) so that SAM member agencies have no cost at the conclusion of the project.
3. Final approval by the SAM Board, after being approved by the member agencies, is contingent upon letters of intent from CCWD and OCP regarding the cost recovery.

The budget as it was presented to the Board was based on the estimated cost of the RWP as identified in the updated recycled water analysis prepared by SRT last Spring. The proposed budget assumed that expenditures to date for Fiscal Year 2015/16 were already part of the adopted SAM capitalized maintenance budget and would not be part of the RWP budget unless grants or other funding were attained realized. At that time, SAM would apply for recovery of those expenditures.

Anticipated expenditures for the remainder of FY 2015/16 includes wages and benefits for staff time (Engineering & Construction Contracts Manager) and design fees to achieve the 25% design work. SAM would need the participating agencies to increase their assessments for FY 2015/16 to cover these previously unbudgeted expenditures. If all three member agencies approve the project and budget, the assessments would be allocated based on the ownership allocation in SAM. If not, the assessments would be split between the participating agencies.

The SAM Board of Directors requests that the member agencies discuss the project at their earliest convenience and vote to participate in the project by approving both the RWP and proposed budget.

Respectfully,



Beverli A. Marshall, SDA

General Manager

RECYCLED WATER PROJECT BUDGET

PROJECT DESCRIPTION:

Phase I: The design and construction of a recycled water treatment facility located at the SAM plant and a transmission and distribution system for CCWD service area with a minimum capacity to serve the OCP golf courses.



PROJECT TOTAL	PRIOR TO FY 2015/16	PROJECTED FY 2015/16	PROPOSED FY 2016/17	PROPOSED FY 2017/18	PROPOSED FY 2018/19
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EXPENDITURES

By Type:

Wages	67,742	-	10,500	33,280	23,962	-
Premium Pay	-	-	-	-	-	-
Health Benefits	12,194	-	1,890	5,990	4,313	-
Retirement Cont.	4,695	-	728	2,306	1,661	-
Retirement Medical	1,016	-	158	499	359	-
Misc. Benefits	12,532	-	1,943	6,157	4,433	-
Legal Services	25,000	-	5,000	15,000	5,000	-
Engineering Services	1,109,100	-	147,854	761,246	200,000	-
Professional Services	-	-	-	-	-	-
Prof. Memberships	-	-	-	-	-	-
Printing/Advertising	-	-	-	-	-	-
Insurance Premiums	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Misc. Expenses	-	-	-	-	-	-
Travel & Training	-	-	-	-	-	-
Bldg & Maint Services	-	-	-	-	-	-
Chemicals	-	-	-	-	-	-
Permits & Licenses	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Equipment	-	-	-	-	-	-
Tools	-	-	-	-	-	-
Construction	2,772,800	-	-	2,272,800	500,000	-
Total	4,005,078	-	168,072	3,097,279	739,728	-

Funded Positions:

Operating Fund FTE

Other Funds FTE

Operating Fund FTE	-	0.10	0.30	0.20	-
Other Funds FTE	-	-	-	-	-
Total	-	0.10	0.30	0.20	-

REVENUE

By Type:

Assessments	4,005,078	-	168,072	3,097,279	739,728	-
Contract Services	-	-	-	-	-	-
NDWSCP Fees	-	-	-	-	-	-
Misc. Fees	-	-	-	-	-	-
Interest Earnings	-	-	-	-	-	-
Misc. Revenue	-	-	-	-	-	-
Reserve Drawdown	-	-	-	-	-	-
Total	4,005,078	-	168,072	3,097,279	739,728	-

By Agency:

Half Moon Bay	2,022,564	-	84,876	1,564,126	373,562	-
Granada CSD	1,181,498	-	49,581	913,697	218,220	-
Montara WSD	801,016	-	33,614	619,456	147,946	-
Total	4,005,078	-	168,072	3,097,279	739,728	-



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 17, 2016**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Review and Possible Action Concerning
Cancellation of Next Regular Scheduled
Meeting, April 7, 2016.**

At this time no urgent items require holding the first meeting in April. The General Manager will not be available at the time.

RECOMMENDATION:

Cancel the regular scheduled meeting, April 7, 2016.