



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

P.O. Box 370131
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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

District Board of Directors

August 20, 2020 at 7:30 p.m.

DUE TO COVID-19, THIS MEETING WILL BE CONDUCTED REMOTELY PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20 TEMPORARILY SUSPENDING AND MODIFYING CERTAIN TELECONFERENCE REQUIREMENTS UNDER THE RALPH M. BROWN ACT. MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON.

Directors, staff and the public may participate remotely via the application ZOOM:

ZOOM MEETING INFORMATION:

WEBSITE: <https://us02web.zoom.us/j/89432995170?pwd=K3dMWGozMVhUN2JxanRpNGpLaTJDZz09>

MEETING ID: 894 3299 5170

Password: 782462

CALL IN PHONE NUMBER: +1 669 900 9128

INSTRUCTIONS for remote access are available at <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>. You also may view video during the meeting via live stream or after the meeting at <https://videoplayer.telvue.com/player/wuZKb9gwEY7sMACIIsr7VSJglB35kNZA/stream/159?fullscreen=true&showtabssearch=false&autostart=false> . If you experience technical difficulties or have technical questions prior to or during the meeting, please contact MWSD's IT support at (650) 728-7843.

Note: Public participation is not permitted during closed session discussion items.

Public Comment

In accordance with the Government Code, members of the public may address the Board on specific agenda items when the matter is announced by the Board President. Any other item of interest that is within the subject matter jurisdiction of the District may be addressed during the Oral Comments portion of the meeting. A "raise hand" button available for every Zoom user can be used to alert the President of the intent to comment.

Public comment also may be submitted in writing (in accordance with the three-minute per speaker limit) via email to info@mwsd.net up to one-hour prior to the scheduled meeting time. Please indicate in your email the agenda item to which your comment applies. The District Clerk will read all comments into the record. Comments and materials related to an item on this Agenda submitted after distribution of the Agenda Packet are available in the District Clerk's office during normal business hours and 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.

Upon request, this Agenda and written agenda materials will be made available in appropriate alternative formats to persons with a disability. Request for a disability-related modification or accommodation in order to participate in the public meeting should be emailed to info@mwsd.net or submitted by phone at 650-728-3545 at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility.

Subject to Change: Given the current public health emergency and the rapidly evolving federal, state, and local orders, the format of this meeting may be altered, or the meeting may be canceled. You may check on the status of the meeting by visiting the District's website at: <http://mwsd.montara.org> .

CALL TO ORDER

ROLL CALL

PRESIDENT'S STATEMENT

ORAL COMMENTS (Items other than those on the agenda)

PUBLIC HEARING

CONSENT AGENDA

1. [Approve Minutes for Regular Scheduled Board Meetings July 2 and July 16, 2020.](#)

2. [Approve Financial Statements for June 2020.](#)
3. [Approve Warrants for August 1, 2020.](#)
4. [SAM Flow Report for June 2020.](#)
5. [Monthly Review of Current Investment Portfolio.](#)
6. [Connection Permit Applications Received.](#)
7. [Monthly Water Production Report](#)
8. [Rain Report](#)
9. [Monthly Solar Energy Report](#)
10. [Monthly Public Agency Retirement Service Report for May 2020.](#)

OLD BUSINESS (none)
NEW BUSINESS

1. [Review and Possible Action Concerning Appropriations Limit](#)
2. [Review and Possible Action Concerning Employee Wellness Program](#)
3. [Uncontested November 3, 2020 Board Election](#)

REPORTS

1. Sewer Authority Mid-Coastside Meetings (Slater-Carter).
2. MidCoast Community Council Meeting (Slater-Carter).
3. CSDA Report (Lohman).
4. LAFCo Report (Lohman).
5. Attorney's Report (Fitzgerald).
6. Directors' Reports.
7. [General Manager's Report \(Heldmaier\).](#)

FUTURE AGENDAS

1. MWSD Defined Benefit Plan Actuarial Evaluation.
2. Strategic Community Planning Workshop.
3. MWSD Excess Property Evaluation.

CONVENE IN CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Government Code §54956.9(d)(1))

Case Name: *City of Half Moon Bay v. Granada Community Services District, et al.*
(Santa Clara County Super. Crt. No. 17CV316927)

REPORT OF ACTION TAKEN IN CLOSED SESSION, IF ANY

ADJOURNMENT

The District has a curfew of 10:30 p.m. for all meetings. The meeting may be extended for one hour by vote of the Board.



MONTARA WATER & SANITARY
DISTRICT

BOARD OF DIRECTORS MEETING
July 2, 2020

MINUTES

Due to COVID-19, this meeting was conducted remotely pursuant to the provisions of the Governor's Executive orders N-25-20 and N-29-20 temporarily suspending and modifying certain teleconference requirements under the Ralph M. Brown Act. Directors, staff, and the public participated remotely via the application ZOOM.

REGULAR SESSION BEGAN AT 7:32 p.m.
CALL TO ORDER
ROLL CALL

Directors Present: Boyd, Dekker, Harvey, Lohman, and Slater-Carter

Directors Absent: None

Staff Present: General Manager, Clemens Heldmaier
District Clerk, Tracy Beardsley

Others Present: District Counsel, Christine Fitzgerald
District Financial Advisor, Alex Handlers
District Sewer Engineer, Pippin Cavagnaro
Kastama Consulting, Alison Kastama

PRESIDENT'S STATEMENT –

Director Slater-Carter pointed out under *New Business*, item 4, there will be discussion about the modifications to the Education Reimbursement Augmentation Fund (ERAF) proposed in Sacramento. This will negatively impact Montara Water and Sanitary District (MWSD) financially, and with the economic hardships suffered by the school districts this year, the District will be especially hit hard, which ultimately affects our rate-payers.

ORAL COMMENTS - none

PUBLIC HEARING – none

CONSENT AGENDA

- 1. Approve Minutes for Regular Scheduled Board Meetings May 21, June 4, June 10, and June 18, 2020.**
- 2. Approve Financial Statements for May 2020**
- 3. Approve Warrants for June 1, 2020**
- 4. SAM Flow Report for May 2020**
- 5. Monthly Review of Current Investment Portfolio**
- 6. Connection Permit Applications Received**
- 7. Monthly Public Agency Retirement Service Report for March 2020**
- 8. Review and Possible Action Concerning Execution of Deed of Reconveyance in Satisfaction and Extinguishment of Promissory Note Under the District's Employee Mortgage Loan Assistance Program.**
- 9. Monthly Water Production Report**
- 10. Rain Report**
- 11. Monthly Solar Energy Report**

General Manager Heldmaier announced that the warrants to be approved are for July 1st, and the SAM Flow Report is not included in the Consent Agenda.

Director Slater-Carter reminded the public that the Monthly Water Production report is the water produced to meet community needs.

Director Lohman made a motion to approve the Consent Agenda and Director Harvey seconded the motion. A roll-call vote was taken, and the motion passed unanimously 5-0.

OLD BUSINESS - none

NEW BUSINESS

- 1. Review and Possible Action Concerning Refinancing 2012 General Obligation Bond for Savings.**

General Manager Heldmaier stated that this is a very good time to refinance the 2012 General Obligation Bond which will save money for the rate-payers (and not the District). He recommends authorizing the engagement of Bartle Wells to proceed with options for refinancing the bond, and this will be brought back to the Board to report on the status and review the options.

District Financial Advisor Alex Handlers stated that interest rates are extremely low right now. The GO Bond was re-funded in 2012 at a rate of 2.4%, and interest rates now are even lower. MWSD has about 8 million dollars plus outstanding in General Obligation Bonds that go through August 2028, and at the current rate they can be re-funded for savings. Typically, he would look at a private placement or bank loans from banks and/or private lenders that lend to public agencies, soliciting bids and seeing what the best rate is. The other option is the municipal bond market, just like MWSD originally did. Generally, the bank rates would be compared to the bond rates, and the Board will decide the best course of action. The risks are that when you do a bank loan the rate is locked up-front, whereas the bond sale takes time to go through the process, and the rate may go up during the application process. All the costs related to debt issuance can be funded from the proceeds of the issuance, so it shouldn't cost the District anything—it just comes out of the potential savings. A rough estimate of projected savings would be approximately \$300,000 over the next 8 years or \$35,000-\$40,000 dollars per year.

Director Lohman asked if MWSD considered pushing the loan out over future years, so that payments would be lower and future residents would share the cost of the infrastructure.

General Manager Heldmaier replied that from the District's point of view, this was discussed in 2012 when the GO Bond was being re-financed and it was decided that the loan should not be extended, so there is an end to it.

Director Slater-Carter stated that the connection costs for new construction have infrastructure costs calculated into the fees.

Director Boyd added that for people that have lived here for a while have been paying less year over year because the assessed tax valuation of the community has gone up. And every time someone comes in and buys or builds, they pay an amount proportionate to the valuation placed on the property.

Director Dekker said that one of the considerations about the rate proposal was the ability to have flexibility for increases once the GO Bond is paid off.

Director Dekker made the motion to authorize the General Manager to sign the engagement letter with Bartle Wells, and Director Harvey seconded the motion. A roll-call vote was taken and the motion passed unanimously 5 – 0.

2. Review and Possible Action Concerning Acceptance of Sewer Main Extension at 1928 Sunshine Valley Road.

General Manager Heldmaier stated that the link on the Agenda for this item was mixed up with another, and the correct documentation was recently emailed to each of the Directors. (The correct information is in the Board Packet, however). This is in reference to a main line relocation that was completed last year. The District Sewer Engineer has declared that the one-year warranty period has expired which allows the District to accept the main line and release the warranty bond. The recommendation is to authorize the General Manager to release the warranty bond and adopt the resolution of the Montara Water and Sanitary District approving and accepting the sewer main relocation and authorizing the release of warranty bond (APN: 037-157-100; owner Patrick Powers).

Director Lohman made a motion to authorize the General Manager to release the warranty bond and adopt the Resolution of the Montara Water and Sanitary District approving and accepting the sewer main relocation and authorizing the release of warranty bond (APN: 037-157-100; owner Patrick Powers). Director Harvey seconded the motion. A roll-call vote was taken and the motion passed unanimously 5 – 0.

3. Review and Possible Action Concerning Authorization to Advertise for Bids – 2020-2021 Sewer Improvement Project and Spot Repairs.

General Manager Heldmaier stated that MWSD has a sewer improvement project planned and recommends adopting the Resolution of the Montara Water and Sanitary District approving contract documents and authorizing advertisement for bids for 2020-2021 Sewer Improvement Project and Spot Repairs and authorize filing Notice of Exemption under the California Environmental Quality Act (repair/replacement of existing facilities).

District Sewer Engineer Pippin Cavagnaro stated every year MWSD does a sewer improvement project extended out over the lifespan of MWSD's sewer system prioritized by several factors. They have some televising records, annual cleaning reports and items from the SAM cleaning crew (problem areas, hot spots), and monitor the different pump stations during rain events. This year MWSD plans to spend \$600,000-\$850,00 dollars, depending on bid prices. Prices have been lower due to COVID-19. Areas planned are the sewer west of the El Grand Amigo restaurant (Virginia), the intersection of Date, Harte, and Cedar, areas around Wave and Vue De Mar. If the budget allows, work will be done on Stetson and Admiral. This year MWSD has also set aside money to work on a portion of the multi-year project for the Cabrillo Highway trunk sewer from the District office up the highway, towards the Kanoff Pump Station (near First or Second Street).

General Manager Heldmaier interjected that the problem with the sewer line by the restaurant is not due to the restaurant.

Director Slater-Carter said that there was recently an article in the paper about the Fitzgerald Marine Reserve being one of the more polluted beaches, and she asked if the sewer project will affect that, and does the sewer system have any influence on it because there is so much livestock upstream. The report didn't specify the source of pollution.

General Manager Heldmaier stated that there was some investigation of the sources of the BacT and it didn't come back as being a problem originating from the sewer system. It was found to be from privately owned sewer laterals. The District has limited control over the replacement/repair of these laterals. With the sewer improvements, when replacing the main line, the District has been making efforts to replace private sewer laterals in the vicinity of the project at the District's expense, which benefits the sewer system.

Director Dekker said Gregg Dieguez prepared a comprehensive report on the factors that go into polluting the water, and SAM is part of the study. He said he is willing to share that report for anyone interested.

Director Boyd said studies like that start out with strong conclusions, but upon further investigation, tend to be premature. SAM and the Coastal agencies have done a lot of work, in conjunction with biologists, RCD, including DNA analysis on some of the contamination in the Harbor, for example. What they found there was a bovine variant—not human. He read the report, and saw how it was approached, and he cited that the report indicated that MWSD wasn't paying attention to the laterals. That is false. Even though that report is lengthy, it is shallow in its treatment. He urged people to take a report like that with a grain of salt, and dig into it if you think it has a conclusion that the agency is unaware or not trying. Digging deeper, one would find that staff knows what is going on. Reports like that like to make sweeping, simplistic conclusions. It mentioned SAM, for example, and spills. They know there are spills and have aggressive programs to address the sources of those spills. Things happen because of spills, but not because staff is not doing their job. He was a little troubled by the report.

Director Slater-Carter added that reports like that tend to use stereotypic conclusions and don't really analyze the data, or dig deep enough. She cited an example of El Granada Sanitary being blamed for the problems with Pillar Point for years, and it was discovered that it was due to raccoons living in the storm lines.

Director Boyd made a motion to adopt the Resolution of the Montara Water and Sanitary District approving contract documents and authorizing advertisement for bids for bids for 2020-2021 Sewer Improvement Project and Spot Repairs and authorize filing Notice of Exemption under the California Environmental Quality Act

(repair/replacement of existing facilities). Director Dekker seconded the motion, a roll-call vote was taken, and the motion passed unanimously 5-0.

4. Receive Information about Education Reimbursement Augmentation Fund (ERAF) Concerns.

General Manager Heldmaier stated that MWSD receives a smaller allocation of property tax than other Districts, and a portion of property taxes is withheld by the State for ERAF, set aside to supplement schools. Calculations are done and excess ERAF funds are then returned to the District. San Mateo County informed MWSD that the State has a different opinion on how the withholding should be calculated. So, now there are some counties that are being scrutinized by the State Legislative Analyst's office, and legislation is being introduced to clarify this and further reduce the amount of property taxes that special districts get. This may result in possible enforcement of punitive measures including reimbursement of past funds. MWSD has been working with San Mateo County and supporting California Special Districts Association (CSDA) in opposing this.

Director Lohman asked if there is a Bill number to reference this.

General Manager Heldmaier said he could get that information to Director Lohman.

Director Boyd added the letter in the Board packet references Education Omnibus Trailer Bill 161.

General Manager Heldmaier suggested writing the local representatives.

Director Lohman asked if the District should write a letter.

Director Slater-Carter said that although they had all signed a letter with CSDA, they could send a letter from the District. She also suggested putting this information on the website, so the public can write letters. There are other agencies that depend on property tax revenue, such as the Fire Districts, that will be negatively affected as well.

5. Review and Possible Action Concerning Professional Services Agreement with Strategic Communications Outreach Consultant.

General Manager Heldmaier stated that Alison Kastama's contract has ended and MWSD would like to continue working with her. Another contract has been drafted, similar to the last one, the impact being \$40,000 for this fiscal year. The recommendation is to authorize the General Manager to execute the 2020-2021 contract with Kastama Strategic Consulting, beginning July 1, 2020.

Director Harvey commented that he would like to focus on the issue of consolidation. It encompasses all the other issues.

Alison Kastama said that she has started working on a fact sheet with General Manager Heldmaier, and hopes they will be able to reach out to the public in the next few months.

Director Dekker said he preferred something published in the Half Moon Bay review. A few weeks ago, there was a nasty article about consolidation, and the District should at least have a counter to that.

Director Lohman offered to help.

Director Slater-Carter said nothing has changed in all the years people have been talking about it. It doesn't save any appreciable money.

Alison Kastama requested any relevant materials anyone has.

Director Boyd commented that there is always talk about "efficiencies of scale" and similar phrases used to promote consolidation. However, in all the years that people have thrown out all those old bromides, no one has put numbers to it. The District runs really lean, and couldn't run leaner to merge with someone else. It is used as a weapon by people who want to see the District fail, so they can take over. He doesn't think there is a way to put that in a reply to the Review. He agreed with Director Harvey, that they need to speak clearly, put facts behind it, and reach out to the public. Allowing people who have an interest in their water, taking the communities of Montara and Moss Beach, and silencing their voice in their own local affairs--they can't stand by and take that.

Director Slater-Carter added that this is a major election item as long as she has been running. When acquiring the Water System, Coastside County Water District and the County had a scam to take over the failed water system from CAL Am. When MWSD took it over, they were told they would never succeed. Now, MWSD has more adequate water than many communities on the Peninsula and is not reliant upon Hetch Hetchy.

Director Harvey made a motion to authorize the General Manager to execute the 2020-2021 contract with Kastama Consulting beginning July 1, 2020, and seconded by Director Lohman. A roll-call was taken, and the motion carries unanimously 5-0.

6. Review and Possible Action Concerning District Election on November 3, 2020.

General Manager Heldmaier stated that the General Election will be held on November 3, 2020, and the District will be included. Candidate filing period will be

open July 13-August 7, 2020. The candidate statement is limited to 200 words, and is responsible for its cost. This year the County has requested that a resolution be approved and adopted. There are three directors up for election, Scott Boyd, Kathryn Slater-Carter, and Peter Dekker (who was appointed). He recommended the adoption of the Resolution of the Montara Water and Sanitary District calling for an election to be held on November 3, 2020 for the election of three members of the Governing Board.

Director Lohman inquired if it will be only mail in ballots this year.

Director Slater-Carter replied that MCC is looking for a balloting station for Montara Moss Beach and will keep everyone informed.

Director Boyd made a motion to adopt the Resolution of the Montara Water and Sanitary District calling for an election to be held on November 3, 2020 for the election of three members of the Governing Board. Director Harvey seconded the motion. A roll-call vote was taken, and the motioned passed 5-0.

7. Review and Possible Action Concerning Local Agency Formation Commission Special District Member.

General Manager Heldmaier stated that MWSD would like to nominate Ric Lohman for the position of independent special district alternate member for the Local Agency Formation Commission (LAFCo). He is active member right now. The recommendation is to adopt the Resolution of the Montara Water and Sanitary District authorizing the nomination of Ric Lohman as Special District representative to the San Mateo Local Agency Formation Commission.

Director Lohman stated that LAFCo is made up of seven members – two from the Cities, two from the County, two from Special Districts, and one public member (appointed by LAFCo). There is a Chapter with about 23 Special Districts here in the County. He has been on it for 3-4 years, and is the only Coastside representative. He is happy to serve.

Director Harvey commented that Ric has done a great job over the years. He made a motion to adopt the Resolution of the Montara Water and Sanitary District authorizing the nomination of Ric Lohman as Special District representative to the San Mateo Local Agency Formation Commission. Director Boyd seconded the motion. A roll-call vote was taken, and the motion passed unanimously 5-0.

Director Lohman also pointed out that he is not required to recuse himself from voting on any issues that come up involving the Coastside.

General Manager Heldmaier added that this is the first year that voting will be done electronically, and he confirmed that he would email their electronic vote.

REPORTS

1. Sewer Authority Mid-Coastside Meeting (Slater-Carter)

Director Slater-Carter stated the last meeting was June 22, 2020. They approved the budgets and began working on the General Manager's performance evaluation. They also approved the Calcon contract for maintenance. The Granada holding tank project bid expired, and went out to bid again, with the bids being slightly higher than previously. On the July 27th meeting, they are going to receive a report on the high-powered pump station for the Portola Pump station. Questions will be answered and the two projects will be evaluated. If anyone has any questions, please submit them in advance to Kishen. She is concerned with the installation of the high-pressure system, as it is growth inducing, and questions if the plant can handle the additional flow, and what the associated costs would be.

Director Boyd said the actions to drive to bigger development possibilities is pared very clearly and unambiguously with wasteful spending. They have a project that is inexpensive to build and operate, which is proven to be reliable. They are delaying, running directly up against the Consent Decree with the Regional Water Quality Control Board—which is not an agency to be trifled with. The delay is costing additional money, and during these difficult economic times, they are wasting more money, and will almost certainly run into a Coastal Commission challenge on the growth inducing aspects, and potentially the environmental impacts because of the drilling and crossing of riparian corridors. They are stalling, pushing for more development, spending large sums of money, and working against the interests of SAM and each member agency that is sworn to uphold—and that is to protect the environment and the people who live here. There is clearly some other objective than the core mission which each agency is sworn to uphold.

Director Harvey suggested the SAM reps make it clear that the two projects are like comparing apples to oranges--not comparable at all.

2. Mid-Coast Community Council Meeting (Slater-Carter) – none
3. CSDA Report (Lohman) – no meetings yet
4. LAFCo Report (Lohman) – none
5. Attorney's Report (Fitzgerald) – none
6. Directors' Report – none
7. General Manager's Report (Heldmaier) - none

FUTURE AGENDAS

1. MWSD Defined Benefit Plan Actuarial Evaluation
2. Strategic Community Planning Workshop
3. MWSD Excess Property Evaluation

BRIEF RECESS

REGULAR MEETING ENDED AT 8:49 PM

CONVENE IN CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Government Code § 54956.9(d)(1))

Case Names: *City of Half Moon Bay v. Granada Community Services District, et al. (Santa Clara County Super, Crt. No. 17CV316927)*

REPORT OF ACTION TAKEN IN CLOSED SESSION, IF ANY

ADJOURNMENT

The District has a curfew of 10:30 pm for all meetings. The meeting may be extending for one hour by vote of the Board.

Respectfully Submitted,

Signed _____
Secretary

Approved on the 13th, August 2020

Signed _____
President



MONTARA WATER & SANITARY
DISTRICT

BOARD OF DIRECTORS MEETING
July 16, 2020

MINUTES

Due to COVID-19, this meeting was conducted remotely pursuant to the provisions of the Governor's Executive orders N-25-20 and N-29-20 temporarily suspending and modifying certain teleconference requirements under the Ralph M. Brown Act. Directors, staff, and the public participated remotely via the application ZOOM.

REGULAR SESSION BEGAN AT 7:32 p.m.
CALL TO ORDER
ROLL CALL

Directors Present: Boyd, Dekker, Harvey, Lohman, and Slater-Carter

Directors Absent: None

Staff Present: General Manager, Clemens Heldmaier
District Clerk, Tracy Beardsley

Others Present: District Counsel, Christine Fitzgerald
District Sewer Engineer, Pippin Cavagnaro
Kastama Consulting, Alison Kastama

PRESIDENT'S STATEMENT – none

ORAL COMMENTS

Gregg Dieguez said that he sent everyone an email updating the analysis of the asset burden that the Montara Water and Sanitary District has. He presented this before, and there was some disagreement. He stands by the numbers. There are still some refinements that can be made, but it won't change the bottom number. What you see is approximately \$135,000 dollars per connection asset burden. He requested that the Board study that and update the financial model he prepared a few months ago so they can see what the cash flows for asset replenishment look like over a twenty-year planning horizon. He also added that he has contacted general managers and directors from other Districts and this issue is endemic to the industry and not unique to the Montara Water and Sanitary District (MWSD). He requested the Finance Committee review the information he provided and have a discussion. The second issue is consolidation. He is happy to study the issue, and has already done some research. He feels an open task force studying this issue as part of the strategic planning meeting with community members should be formed, analysis the pros and cons, and then a decision can be made based on the findings.

Director Harvey said that is a good idea.

PUBLIC HEARING – none

CONSENT AGENDA - none

OLD BUSINESS - none

NEW BUSINESS - none

REPORTS

1. Sewer Authority Mid-Coastside Meeting (Slater-Carter)

Director Slater-Carter said they had a Finance Committee meeting in the morning, and she sent General Manager Heldmaier and Peter the proposed contents for the updated SAM Financial Policies and Procedures documents. Maze is working on it, and they are going through the State regulations and such. It might be a good idea for MWSD to piggy back off of this. The other issue SAM is having, like the other agencies, is the way GABSY and retirement reporting is done. It appears that the accountant for the audit for SAM is lumping it all into a single number on an annual basis. Not that the money is due now, but they are trying to figure out how to handle that, so that it does not reflect as negatively on the SAM financials as it could. According to Maze this is a problem for all agencies that has GABSY and she is trying to find a way to soften the impact of it for people who don't quite understand what they are reading. They will be receiving the draft of the audit in the next few weeks and will review it at the next meeting.

Director Lohman asked about SRT's report on the project that upset Director Penrose so much.

Director Slater-Carter said it was the Princeton Force Main project study, written by SRT from an engineering point of view. Director Penrose alleged that SRT's engineering perspective was incompetent. The new attorney confirmed that SRT was a competent engineering firm but it needed to be re-stated from a position of potential litigation from ERF.

Director Lohman and Director Slater-Carter both agreed the next meeting will be contentious.

Director Slater-Carter also said that Dan Child presented a report recommending odor control using a different chemical that causes less corrosion. SAM has odor control procedures north of the plant—meaning the on-site plant and El Granada. The SAM Board has only received the study on it, and has not voted on it.

Director Boyd inquired what the justification was to change the chemical.

Director Slater-Carter said the justification is corrosion due to the chlorine.

Director Boyd said that chlorine is used for a lot of things, and would like to get a read from Montara.

District Sewer Engineer asked if the chemical referred to Bioxide?

Director Slater-Carter replied not by that name.

District Sewer Engineer, Pippin Cavagnaro said there are some proprietary chemicals which are slightly easier to handle, but if you have proper chemical handling procedures and training, you should have a member agency peer review to define the benefits, the problems, and the costs. If the chemicals are proprietary, the costs could be astronomical. The Odor Control industry has a tendency to pigeonhole and corner districts into products or methodologies which are controlled and extremely expensive once you get hooked into a certain system. You need to look at this closely. It could be good, but also expensive.

Director Slater-Carter requested that General Manager Heldmaier obtain a copy of Dan Child's power point presentation and distribute it to the directors, engineers and the public.

District Sewer Engineer Pippin Cavagnaro asked if it is planned expenditures can they request that the members get a chance for a peer review.

Director Slater-Carter replied that was a good idea.

Director Lohman said that the presentation was mostly informational, and no action was taken.

Director Boyd replied that professionals should look at it first to establish some actual demonstration of need. It is easy to convince people that are not chemists. Starting with a presumption that the conclusion is correct is not appropriate, and he would like professionals to walk through from start to finish.

Director Boyd said this is a prelude to a proposal to spend money on something else.

Director Slater-Carter said Director Boyd is correct, in that it has been on the proposal list, and Barbara Dye asked for more information.

General Manager Heldmaier asked if SAM is adding a chemical that is causing corrosion, shortening the life of the pipes as there are costs associated with the pipes.

Director Boyd replied that there is an assertion that there is a corrosion problem, but until MWSD has a chance to review it, he is not willing to accept it at face value. He wants to see something to back it up and wants professionals to evaluate it.

Director Slater-Carter said the steel pipe was corroded heavily, but has been replaced. She suggested that a total survey of the corroded equipment that can be attributed to the chlorine used for odor control right now be done.

Director Boyd reiterated that they need to investigate the corrosion, identify the cause of corrosion and then they can talk about what the alternatives might be.

Director Slater-Carter said this is just a broad brief overview and worth looking at. In Montara there is a tank that holds the chlorine. According to the Federal Operations code it should be a double walled tank. Apparently, the inner wall has holes in it and will need to be replaced.

Director Boyd asked if this is the sodium hypochlorite tank by the large tank.

Director Slater-Carter said they are looking for something that is less corrosive and toxic which will accommodate the odor control. Tim Costello at SAM recommended this 12 years ago.

Director Boyd asked General Manager Heldmaier if he was notified about the compromised sodium hypochlorite holding tank on the Montara property.

General Manager Heldmaier replied that he had no knowledge of any issues with the chlorine tank.

Director Boyd replied this seems like a procedural problem.

2. Mid-Coast Community Council Meeting (Slater-Carter) –

Director Slater-Carter said there will be a major meeting with Connect the Coast and transit operations. Please check the website for the meeting date and time. She suggested everyone attend and assert their opinions.

Director Lohman asked what the format of the meeting was. He said in past meetings, people were split up into smaller groups, so the public had less access to hear others speak as well as making their comments heard by everyone else.

Gregg Dieguez said he as been involved with this, and the next meeting will be a contentious, free-for-all, in contrast to what was done in the past. Letters of protest were also sent to the Board of Supervisors criticizing the way the meetings were designed to suppress citizens' voices. The MCC will be running the meeting, and there will be no suppression. The date is July 22, 2020 Wednesday at 7:00pm.

3. CSDA Report (Lohman) – no meetings

4. LAFCo Report (Lohman) –

Director Lohman said they discussed the MSR for the County RCD group. He will forward the full presentation to everyone for review and responses should be received by mid-August. He suggested putting it on the next agenda so the Board can discuss.

Director Slater-Carter suggested Director Lohman work with her or General Manager Clemens Heldmaier on the responses, so that it is a short agenda item. She also suggested looking at their past MSR (Municipal Service Report) to see what the recommendations were and what has been done.

Director Lohman said that although these reports are supposed to be done every five years, the last MSR done was in 2003. This is due to a backlog due to underfunding.

5. Attorney's Report (Fitzgerald) – none

6. Directors' Report – none

7. General Manager's Report (Heldmaier)

General Manager Heldmaier said he will not be available for the next regularly scheduled meeting on August 6th, and suggested July 30th or August 13th.

The directors agreed to decide the date of the next meeting after the Closed Session.

FUTURE AGENDAS

1. MWSD District General Obligation Bonds Refinancing
2. MWSD Defined Benefit Plan Actuarial Evaluation
3. MWSD Outreach Program Evaluation
4. MWSD Excess Property Evaluation

BRIEF RECESS

REGULAR MEETING ENDED AT 8:05 PM

CONVENE IN CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Government Code § 54956.9(d)(1))

Case Names: *City of Half Moon Bay v. Granada Community Services District, et al. (Santa Clara County Super, Crt. No. 17CV316927)*

REPORT OF ACTION TAKEN IN CLOSED SESSION, IF ANY

ADJOURNMENT

The District has a curfew of 10:30 pm for all meetings. The meeting may be extending for one hour by vote of the Board.

Respectfully Submitted,

Signed _____
Secretary

Approved on the 13th, August 2020

Signed _____
President



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: August 20, 2020

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager 

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

Budget vs. Actual – Sewer July 2019 thru June 2020 Variances over \$2,000:

- 4220 Cell Tower Lease, \$5,687 above budget – additional check received in June. This is the 3rd month an additional check has been received.
- 4400 Fees, \$9,669 below budget – overall reduced activity, especially in inspection and remodel fees.
- 4610 Property Tax Receipts, \$118,739 above Budget – ERAF collections totals \$139,294 for the current fiscal year.
- 4710 Sewer Service Charges, \$84,4155 below Budget – additional check expected to be received after FYE and accrued back.
- 4720 Sewer Service Refunds, customer, \$2,245 above Budget – Sewer service adjustments posted to various accounts.
- **Overall Total Operating Income for the period ending June 30, 2020 was \$31,561 above budget. Total income received to date is \$3,393,893.**
- 5200 Board of Directors, \$4,508 below Budget – Election expense budgeted for, but, due to timing, expense is not expected in current fiscal year.
- 5250 Conference Attendance, \$4,965 below Budget – No activity in June.
- 5270 Information Systems, \$5,446 above Budget – Expense due to services performed by Tech Solutions for hardware and software upgrades.
- 5400 Legal, \$288,170 below Budget – Magnitude of expenses has not been as expected.
- 5510 Maintenance, office, \$3,696 below Budget – Larger maintenance projects have been deferred.
- 5540 Office Supplies, \$3,034 below Budget – Expenses have been held in check due to reduction in staff time on-site.
- 5560 Printing & Publishing, \$4,051 below Budget – Minimal activity in June.
- 5610 Accounting, \$4,725 above Budget – increased costs associated with the preparation of the FY 20-21 budget and other projects.
- 5620 Audit, \$4,850 below Budget – Minimal activity in the current fiscal year, due to the timing of billing.
- 5630 Consulting, \$10,385 above Budget – Increase due to increase in public relations costs.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: August 20, 2020

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 5720 Telephone & Internet, \$7,045 above Budget – Service providers continually raise rates after initial promotion ends. GM to re-evaluate.
- 6170 Claims, Property Damage, \$19,368 below Budget – No claims paid in fiscal year.
- 6200 Engineering, \$19,556 below Budget – Reduced activity due to deferral of major projects.
- 6400 Pumping, \$5,413 below Budget – One bill paid in June.
- 6600 Collection/Transmission, \$10,000 below Budget – No major issues arose during the fiscal year.
- 6940 SAM Maintenance, Collection Sys, \$40,000 below Budget – No activity to date.
- 6950 SAM Maintenance, Pumping, \$70,551 above Budget – Payment made to SAM for pump and lift station repairs. Costs to be capitalized at fiscal year end.
- **Overall Total Operating Expenses for the period ending June 30, 2020 were \$25,248 below Budget.**
- **Total overall Expenses for the period ending June 30, 2020 were \$314,077 below budget. For a net ordinary income of \$345,657, budget vs. actual. Actual net ordinary income is \$663,141.**
- 7100 Connection Fees, \$80,972 above Budget – One new construction issue and no remodel connection issued in June.
- 7200 Interest Income, LAIF, \$55,107 above budget – LAIF has been outperforming projections.
- 8000 CIP, \$1,224,827 below Budget – Major projects deferred to next fiscal year.
- 9200 I-Bank Loan, \$11,519 below Budget- Difference due to timing.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: **August 20, 2020**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

Budget vs. Actual – Water July 2019 thru June 2020 Variances over \$2,000:

- 4220 Cell Tower Lease, \$5,687 above budget – additional check received in June. This is the 3rd month an additional check has been received
- 4400 Fees, \$2,873 above budget – Due to increased activity in other fees, which includes a charge for private sewer system.
- 4610 Property Tax Receipts, \$118,739 above Budget – ERAF collections totals \$139,294 for the current fiscal year.
- 4740 Testing, Backflow, \$7,761 above Budget – Difference due to timing.
- 4810 Water Sales, Domestic, \$19,599 below Budget – Mainly due to timing of customer payments.
- 4990 Other Revenue, \$56,424 – revenue is from Big Wave for application cost reimbursement (\$44K) & an insurance reimbursement (\$10K).
- **Overall Total Operating Income for the period ending June 30, 2020 was \$211,937 above budget. Total revenue received to date is \$2,499,937.**
- 5190 Bank Fees, \$ 2,372 below Budget – Reduced charges negotiated with service providers.
- 5240 CDPH Fees, \$6,594 below Budget – CA SWRCB annual fee was less than anticipated.
- 5250 Conference Attendance, \$5,757 below Budget – No activity in June.
- 5270 Information Systems, \$6,445 above Budget – Expense due to services performed by Tech Solutions for hardware and software upgrades.
- 5400 Legal, \$118,087 below Budget – Magnitude of expenses has not been as expected.
- 5530 Membership, \$2,275 above Budget – ACWA & CA rural memberships paid in December. Variance to decrease as fiscal year moves forward.
- 5540 Office Supplies, \$4,654 above Budget – Expenses have been held in check due to reduction in staff time on-site.
- 5610 Accounting, \$4,725 above budget – increased costs associated with the preparation of the FY 20-21 budget.
- 5620 Audit, \$4,850 below Budget – Due to timing in billing.
- 5630 Consulting, \$48,222 below Budget – Full rate study expenditures have not been paid.
- 5720 Telephone & Internet, \$8,601 above Budget – Service providers continually raise rates after initial promotion ends. GM to re-evaluate.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: August 20, 2020

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 5800 Labor, \$76,557 below Budget – The District budgeted to have a 4th water operator in the current fiscal year. This has occurred as of March 2020.
- 6170 Claims, Property Damage, \$9,608 below Budget – No claims paid in June.
- 6180 Communications, \$10,532 below Budget – Minimal activity in current fiscal year. SCADA maintenance costs deferred to next fiscal year.
- 6195 Education & training, \$5,390 below Budget – Under budget due to District not having 4th operator to send to cert training.
- 6200 Engineering, \$235,793 below Budget – Water Quality engineering expenses have been held in check.
- 6320 Equipment & tools, Expensed, \$9,359 above Budget – additional need for tools and equipment due to hiring of 4th operator.
- 6330 Facilities, \$49,499 below Budget – Maintenance & landscaping tree projects have been deferred.
- 6370 Lab supplies & equipment, \$6,267 above Budget – Large bill paid in September for supplies and equipment.
- 6400 Pumping, \$3,298 below Budget – Minimal activity in June.
- 6500 Supply, \$6,377 below Budget – Water purchases were less than anticipated.
- 6600 Collection/Transmission, \$13,016 below Budget – Water service line expense has been less than anticipated.
- 6700 Treatment, \$13,703 below Budget – Due to Treatment Analysis lower than anticipated.
- 6800 Vehicles, \$4,485 below Budget – Due to reduced fuel costs.
- **Overall Total Operating Expenses for the period ending June 30, 2020 were \$330,992 below Budget.**
- **Total overall Expenses for the period ending June 30, 2020 were \$570,018 below budget. For a net ordinary income of \$781,955, budgeted vs. actual. Actual net ordinary income is \$863,444.**
- 7100 Connection Fees, – \$28,235 above budget - One new connection sold and no PFP sold in June.
- 8000 CIP, \$333,557 above Budget – Major reactionary projects paid for during the fiscal year which were not budgeted for.
- 9150 SRF Loan, \$91,032 above Budget – Difference due to timing.

RECOMMENDATION:

This is for Board information only

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2019 through June 2020

	Jul '19 - Jun 20	Sewer Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 · Cell Tower Lease	42,687.02	37,000.00	5,687.02
4400 · Fees			
4410 · Administrative Fee (New Constr)	3,794.00	3,600.00	194.00
4420 · Administrative Fee (Remodel)	542.00	2,000.00	-1,458.00
4430 · Inspection Fee (New Constr)	3,584.00	3,500.00	84.00
4440 · Inspection Fee (Remodel)	512.00	4,000.00	-3,488.00
4460 · Remodel Fees	2,999.00	8,000.00	-5,001.00
Total 4400 · Fees	11,431.00	21,100.00	-9,669.00
4510 · Grants	112.00		
4610 · Property Tax Receipts	393,739.46	275,000.00	118,739.46
4710 · Sewer Service Charges	2,925,796.69	3,010,212.00	-84,415.31
4720 · Sewer Service Refunds, Customer	-6,244.71	-4,000.00	-2,244.71
4760 · Waste Collection Revenues	24,353.28	23,000.00	1,353.28
4990 · Other Revenue	2,017.86		
Total Income	3,393,892.60	3,362,312.00	31,580.60
Gross Profit	3,393,892.60	3,362,312.00	31,580.60
Expense			
5000 · Administrative			
5190 · Bank Fees	6,591.73	7,500.00	-908.27
5200 · Board of Directors			
5210 · Board Meetings	3,366.97	3,000.00	366.97
5220 · Director Fees	4,125.00	4,000.00	125.00
5230 · Election Expenses	0.00	5,000.00	-5,000.00
Total 5200 · Board of Directors	7,491.97	12,000.00	-4,508.03
5250 · Conference Attendance	35.00	5,000.00	-4,965.00
5270 · Information Systems	9,445.50	4,000.00	5,445.50
5300 · Insurance			
5310 · Fidelity Bond	0.00	500.00	-500.00
5320 · Property & Liability Insurance	1,394.00	2,000.00	-606.00
Total 5300 · Insurance	1,394.00	2,500.00	-1,106.00
5350 · LAFCO Assessment	2,060.00	2,000.00	60.00
5400 · Legal			
5430 · General Legal	80,958.96	412,500.00	-331,541.04
5440 · Litigation	43,370.20		
Total 5400 · Legal	124,329.16	412,500.00	-288,170.84
5510 · Maintenance, Office	4,304.40	8,000.00	-3,695.60
5530 · Memberships	600.00		
5540 · Office Supplies	4,965.72	8,000.00	-3,034.28
5550 · Postage	653.81	2,650.00	-1,996.19
5560 · Printing & Publishing	948.96	5,000.00	-4,051.04

Montara Water & Sanitary District Revenue & Expenditures Budget vs. Actual - Sewer

July 2019 through June 2020

	Jul '19 - Jun 20	Sewer Budget	\$ Over Budget
5600 · Professional Services			
5610 · Accounting	34,725.00	30,000.00	4,725.00
5620 · Audit	8,150.00	13,000.00	-4,850.00
5630 · Consulting	45,384.88	35,000.00	10,384.88
5640 · Data Services	7,173.05	6,200.00	973.05
5650 · Labor & HR Support	2,562.00	2,500.00	62.00
5660 · Payroll Services	966.67	1,000.00	-33.33
Total 5600 · Professional Services	98,961.60	87,700.00	11,261.60
5710 · San Mateo Co. Tax Roll Charges	119.00	1,000.00	-881.00
5720 · Telephone & Internet	31,044.69	24,000.00	7,044.69
5730 · Mileage Reimbursement	327.48	1,500.00	-1,172.52
5740 · Reference Materials	0.00	200.00	-200.00
5790 · Other Administrative	607.85		
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	20,179.53	17,002.00	3,177.53
5820 · Employee Benefits	43,438.32	48,307.00	-4,868.68
5830 · Disability Insurance	1,708.77	1,401.00	307.77
5840 · Payroll Taxes	16,216.62	18,580.00	-2,363.38
5850 · PARS	16,698.77	16,487.00	211.77
5900 · Wages			
5910 · Management	114,041.41	111,733.00	2,308.41
5920 · Staff	132,421.06	126,526.00	5,895.06
5930 · Staff Certification	2,225.00	1,800.00	425.00
5940 · Staff Overtime	1,887.64	2,821.00	-933.36
Total 5900 · Wages	250,575.11	242,880.00	7,695.11
5960 · Worker's Comp Insurance	2,153.44	5,473.00	-3,319.56
Total 5800 · Labor	350,970.56	350,130.00	840.56
Total 5000 · Administrative	644,851.43	933,680.00	-288,828.57
6000 · Operations			
6170 · Claims, Property Damage	632.10	20,000.00	-19,367.90
6195 · Education & Training	0.00	1,000.00	-1,000.00
6200 · Engineering			
6210 · Meeting Attendance, Engineering	0.00	2,000.00	-2,000.00
6220 · General Engineering	42,444.05	60,000.00	-17,555.95
Total 6200 · Engineering	42,444.05	62,000.00	-19,555.95
6320 · Equipment & Tools, Expensed	0.00	1,000.00	-1,000.00
6330 · Facilities			
6335 · Alarm Services	5,994.32	5,700.00	294.32
6337 · Landscaping	3,968.00	3,600.00	368.00
Total 6330 · Facilities	9,962.32	9,300.00	662.32
6400 · Pumping			
6410 · Pumping Fuel & Electricity	39,587.03	45,000.00	-5,412.97
Total 6400 · Pumping	39,587.03	45,000.00	-5,412.97

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer

July 2019 through June 2020

	Jul '19 - Jun 20	Sewer Budget	\$ Over Budget
6600 · Collection/Transmission			
6660 · Maintenance, Collection System	0.00	10,000.00	-10,000.00
Total 6600 · Collection/Transmission	0.00	10,000.00	-10,000.00
6770 · Uniforms	125.80		
6800 · Vehicles			
6810 · Fuel	848.31	1,000.00	-151.69
6820 · Truck Equipment, Expensed	439.03	160.00	279.03
6830 · Truck Repairs	621.96	1,000.00	-378.04
Total 6800 · Vehicles	1,909.30	2,160.00	-250.70
6900 · Sewer Authority Midcoastside			
6910 · SAM Collections	341,549.04	341,549.00	0.04
6920 · SAM Operations	1,529,139.36	1,529,139.00	0.36
6940 · SAM Maintenance, Collection Sys	0.00	40,000.00	-40,000.00
6950 · SAM Maintenance, Pumping	120,550.90	50,000.00	70,550.90
Total 6900 · Sewer Authority Midcoastside	1,991,239.30	1,960,688.00	30,551.30
Total 6000 · Operations	2,085,899.90	2,111,148.00	-25,248.10
Total Expense	2,730,751.33	3,044,828.00	-314,076.67
Net Ordinary Income	663,141.27	317,484.00	345,657.27
Other Income/Expense			
Other Income			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	225,263.50	150,000.00	75,263.50
7120 · Connection Fees (Remodel)	55,708.36	50,000.00	5,708.36
Total 7100 · Connection Fees	280,971.86	200,000.00	80,971.86
7200 · Interest Income - LAIF	105,107.22	50,000.00	55,107.22
Total 7000 · Capital Account Revenues	386,079.08	250,000.00	136,079.08
Total Other Income	386,079.08	250,000.00	136,079.08
Other Expense			
8000 · Capital Improvement Program			
8075 · Sewer	261,257.69	1,486,085.00	-1,224,827.31
Total 8000 · Capital Improvement Program	261,257.69	1,486,085.00	-1,224,827.31

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2019 through June 2020

	Jul '19 - Jun 20	Sewer Budget	\$ Over Budget
9000 · Capital Account Expenses			
9125 · PNC Equipment Lease Interest	15,221.43	15,221.00	0.43
9150 · SRF Loan	120,555.57		
9200 · I-Bank Loan	11,062.63	22,582.00	-11,519.37
Total 9000 · Capital Account Expenses	146,839.63	37,803.00	109,036.63
Total Other Expense	408,097.32	1,523,888.00	-1,115,790.68
Net Other Income	-22,018.24	-1,273,888.00	1,251,869.76
Net Income	641,123.03	-956,404.00	1,597,527.03

Montara Water & Sanitary District Revenue & Expenditures Budget vs. Actual - Water

July 2019 through June 2020

	Water		
	Jul '19 - Jun 20	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 · Cell Tower Lease	42,686.99	37,000.00	5,686.99
4400 · Fees			
4410 · Administrative Fee (New Constr)	4,336.00	5,000.00	-664.00
4420 · Administrative Fee (Remodel)	1,084.00		
4430 · Inspection Fee (New Constr)	4,096.00	4,000.00	96.00
4440 · Inspection Fee (Remodel)	1,536.00		
4450 · Mainline Extension Fees	0.00	3,000.00	-3,000.00
4460 · Remodel Fees	1,421.00	2,000.00	-579.00
4470 · Other Fees	4,400.40		
Total 4400 · Fees	16,873.40	14,000.00	2,873.40
4510 · Grants	112.00		
4610 · Property Tax Receipts	393,739.37	275,000.00	118,739.37
4740 · Testing, Backflow	25,761.00	18,000.00	7,761.00
4810 · Water Sales, Domestic	1,966,598.81	1,947,000.00	19,598.81
4850 · Water Sales Refunds, Customer	-2,258.33	-3,000.00	741.67
4990 · Other Revenue	56,424.10		
Total Income	2,499,937.34	2,288,000.00	211,937.34
Gross Profit	2,499,937.34	2,288,000.00	211,937.34
Expense			
5000 · Administrative			
5190 · Bank Fees	1,377.88	3,750.00	-2,372.12
5200 · Board of Directors			
5210 · Board Meetings	3,366.95	4,000.00	-633.05
5220 · Director Fees	4,125.00	3,300.00	825.00
Total 5200 · Board of Directors	7,491.95	7,300.00	191.95
5240 · CDPH Fees	9,156.40	15,750.00	-6,593.60
5250 · Conference Attendance	243.01	6,000.00	-5,756.99
5270 · Information Systems	9,445.50	3,000.00	6,445.50
5300 · Insurance			
5310 · Fidelity Bond	0.00	500.00	-500.00
5320 · Property & Liability Insurance	1,173.00	2,500.00	-1,327.00
Total 5300 · Insurance	1,173.00	3,000.00	-1,827.00
5350 · LAFCO Assessment	2,759.00	2,750.00	9.00
5400 · Legal			
5430 · General Legal	112,912.22	231,000.00	-118,087.78
Total 5400 · Legal	112,912.22	231,000.00	-118,087.78
5510 · Maintenance, Office	6,104.14	8,000.00	-1,895.86
5530 · Memberships	26,275.16	24,000.00	2,275.16
5540 · Office Supplies	12,654.34	8,000.00	4,654.34
5550 · Postage	9,325.47	9,000.00	325.47
5560 · Printing & Publishing	1,803.56	3,000.00	-1,196.44

Montara Water & Sanitary District Revenue & Expenditures Budget vs. Actual - Water

July 2019 through June 2020

	Jul '19 - Jun 20	Water Budget	\$ Over Budget
5600 · Professional Services			
5610 · Accounting	34,725.00	30,000.00	4,725.00
5620 · Audit	8,150.00	13,000.00	-4,850.00
5630 · Consulting	51,778.26	100,000.00	-48,221.74
5640 · Data Services	899.50		
5650 · Labor & HR Support	2,641.10	2,500.00	141.10
5660 · Payroll Services	966.56	1,000.00	-33.44
Total 5600 · Professional Services	99,160.42	146,500.00	-47,339.58
5710 · San Mateo Co. Tax Roll Charges	119.00		
5720 · Telephone & Internet	35,601.14	27,000.00	8,601.14
5730 · Mileage Reimbursement	622.63	2,000.00	-1,377.37
5740 · Reference Materials	0.00	800.00	-800.00
5790 · Other Administrative	2,156.12		
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	42,603.80	43,235.00	-631.20
5820 · Employee Benefits	72,064.63	88,110.00	-16,045.37
5830 · Disability Insurance	3,564.06	3,467.00	97.06
5840 · Payroll Taxes	43,194.94	49,062.00	-5,867.06
5850 · PARS	34,270.72	37,636.00	-3,365.28
5900 · Wages			
5910 · Management	114,041.52	111,733.00	2,308.52
5920 · Staff	407,111.85	446,840.00	-39,728.15
5930 · Staff Certification	10,983.13	11,400.00	-416.87
5940 · Staff Overtime	45,848.99	48,105.00	-2,256.01
5950 · Staff Standby	25,485.07	23,249.00	2,236.07
Total 5900 · Wages	603,470.56	641,327.00	-37,856.44
5960 · Worker's Comp Insurance	10,435.46	23,324.00	-12,888.54
Total 5800 · Labor	809,604.17	886,161.00	-76,556.83
Total 5000 · Administrative	1,147,985.11	1,387,011.00	-239,025.89
6000 · Operations			
6160 · Backflow Prevention	325.93	1,000.00	-674.07
6170 · Claims, Property Damage	392.00	10,000.00	-9,608.00
6180 · Communications			
6185 · SCADA Maintenance	2,468.45	13,000.00	-10,531.55
Total 6180 · Communications	2,468.45	13,000.00	-10,531.55
6195 · Education & Training	3,609.99	9,000.00	-5,390.01
6200 · Engineering			
6210 · Meeting Attendance, Engineering	0.00	500.00	-500.00
6220 · General Engineering	12,389.54	30,000.00	-17,610.46
6230 · Water Quality Engineering	132,317.81	350,000.00	-217,682.19
Total 6200 · Engineering	144,707.35	380,500.00	-235,792.65
6320 · Equipment & Tools, Expensed	17,359.62	8,000.00	9,359.62

Montara Water & Sanitary District Revenue & Expenditures Budget vs. Actual - Water

July 2019 through June 2020

	Jul '19 - Jun 20	Water Budget	\$ Over Budget
6330 · Facilities			
6335 · Alarm Services	900.91	800.00	100.91
6337 · Landscaping	6,399.73	56,000.00	-49,600.27
Total 6330 · Facilities	7,300.64	56,800.00	-49,499.36
6370 · Lab Supplies & Equipment	8,766.90	2,500.00	6,266.90
6380 · Meter Reading	9.95		
6400 · Pumping			
6410 · Pumping Fuel & Electricity	72,914.68	90,000.00	-17,085.32
6420 · Pumping Maintenance, Generators	20,908.20	10,000.00	10,908.20
6430 · Pumping Maintenance, General	17.24	5,000.00	-4,982.76
6440 · Pumping Equipment, Expensed	8,562.13	700.00	7,862.13
Total 6400 · Pumping	102,402.25	105,700.00	-3,297.75
6500 · Supply			
6510 · Maintenance, Raw Water Mains	27.48	2,500.00	-2,472.52
6520 · Maintenance, Wells	13,280.87	5,000.00	8,280.87
6530 · Water Purchases	27,814.88	40,000.00	-12,185.12
Total 6500 · Supply	41,123.23	47,500.00	-6,376.77
6600 · Collection/Transmission			
6610 · Hydrants	6,481.17	1,000.00	5,481.17
6620 · Maintenance, Water Mains	36,716.65	50,000.00	-13,283.35
6630 · Maintenance, Water Svc Lines	5,057.30	20,000.00	-14,942.70
6640 · Maintenance, Tanks	4,146.03	1,000.00	3,146.03
6650 · Maint., Distribution General	10,828.95	8,000.00	2,828.95
6670 · Meters	6,253.45	2,500.00	3,753.45
Total 6600 · Collection/Transmission	69,483.55	82,500.00	-13,016.45
6700 · Treatment			
6710 · Chemicals & Filtering	39,914.12	20,000.00	19,914.12
6720 · Maintenance, Treatment Equip.	13,031.77	20,000.00	-6,968.23
6730 · Treatment Analysis	18,350.77	45,000.00	-26,649.23
Total 6700 · Treatment	71,296.66	85,000.00	-13,703.34
6770 · Uniforms	3,482.54	2,000.00	1,482.54
6800 · Vehicles			
6810 · Fuel	5,304.56	10,000.00	-4,695.44
6820 · Truck Equipment, Expensed	2,685.51	1,000.00	1,685.51
6830 · Truck Repairs	3,524.44	5,000.00	-1,475.56
Total 6800 · Vehicles	11,514.51	16,000.00	-4,485.49
6890 · Other Operations	4,264.60		
Total 6000 · Operations	488,508.17	819,500.00	-330,991.83
Total Expense	1,636,493.28	2,206,511.00	-570,017.72
Net Ordinary Income	863,444.06	81,489.00	781,955.06

Montara Water & Sanitary District Revenue & Expenditures Budget vs. Actual - Water

July 2019 through June 2020

	Jul '19 - Jun 20	Water Budget	\$ Over Budget
Other Income/Expense			
Other Income			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	223,718.44	150,000.00	73,718.44
7130 · Conn. Fees, PFP (New Constr)	84,517.11	130,000.00	-45,482.89
Total 7100 · Connection Fees	308,235.55	280,000.00	28,235.55
7600 · Bond Revenues, G.O.	1,115,387.41	1,150,436.00	-35,048.59
Total 7000 · Capital Account Revenues	1,423,622.96	1,430,436.00	-6,813.04
Total Other Income	1,423,622.96	1,430,436.00	-6,813.04
Other Expense			
8000 · Capital Improvement Program			
8100 · Water	883,056.77	549,500.00	333,556.77
Total 8000 · Capital Improvement Program	883,056.77	549,500.00	333,556.77
9000 · Capital Account Expenses			
9100 · Interest Expense - GO Bonds	230,538.67	230,539.00	-0.33
9125 · PNC Equipment Lease Interest	15,221.48	15,221.00	0.48
9150 · SRF Loan	163,905.22	72,873.00	91,032.22
9210 · Conservation Program/Rebates	1,350.00	3,000.00	-1,650.00
Total 9000 · Capital Account Expenses	411,015.37	321,633.00	89,382.37
Total Other Expense	1,294,072.14	871,133.00	422,939.14
Net Other Income	129,550.82	559,303.00	-429,752.18
Net Income	992,994.88	640,792.00	352,202.88

Montara Water & Sanitary District
Restricted and Non Restricted Cash Assets
July 2019 through June 2020

Assets and Reserves Information

Year to Date Cash Information	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	Target Reserves	\$ Over/(Under) Targets	% Over/Under Targets
Sewer - Operations															
Wells Fargo Operating - Sewer	1,187,446.23	958,547.87	731,831.78	410,053.97	498,542.18	2,286,080.52	1,531,279.28	1,555,409.43	1,046,480.62	2,720,143.51	1,881,430.88	1,911,840.04			
Sewer - Reserve Accounts															
LAIF -															
Capital Reserve	3,893,688.18	3,893,688.18	3,893,688.18	3,921,377.10	3,921,377.10	3,921,377.10	3,947,359.67	3,947,359.67	3,947,359.67	3,947,359.67	3,970,253.27	3,970,253.27	2,589,500.00	1,304,188.18	150%
Connection Fees Reserve	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	-	100%
Operating Reserve	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	-	100%
Sub-total	<u>4,495,170.18</u>	<u>4,495,170.18</u>	<u>4,495,170.18</u>	<u>4,522,859.10</u>	<u>4,522,859.10</u>	<u>4,522,859.10</u>	<u>4,548,841.67</u>	<u>4,548,841.67</u>	<u>4,548,841.67</u>	<u>4,548,841.67</u>	<u>4,571,735.27</u>	<u>4,571,735.27</u>			
Water - Operations															
Wells Fargo Operating - Water	1,053,121.02	1,067,125.08	1,082,273.73	1,097,201.83	612,797.42	627,029.30	642,109.43	655,072.36	668,495.08	680,360.18	693,453.66	707,342.26			
Water - Reserve Accounts															
Wells Fargo Bank-															
Capital Reserve	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	945,817.00	(547,568.00)	42%
Connection Fees Reserve	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	-	100%
SRF Reserve	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	-	100%
Operating Reserve	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	277,745.00	(231,736.00)	17%
Sub-total	<u>745,500.00</u>														
Water - Restricted accounts															
First Republic Bank - Water															
GO Bonds Fund	<u>1,406,233.55</u>	<u>1,447,509.18</u>	<u>874,341.24</u>	<u>874,341.24</u>	<u>875,737.43</u>	<u>896,853.63</u>	<u>1,457,563.78</u>	<u>1,459,915.79</u>	<u>955,681.63</u>	<u>955,818.95</u>	<u>1,352,433.24</u>	<u>1,355,793.25</u>			
Sub-total	<u>1,406,233.55</u>	<u>1,447,509.18</u>	<u>874,341.24</u>	<u>874,341.24</u>	<u>875,737.43</u>	<u>896,853.63</u>	<u>1,457,563.78</u>	<u>1,459,915.79</u>	<u>955,681.63</u>	<u>955,818.95</u>	<u>1,352,433.24</u>	<u>1,355,793.25</u>			
Total Cash and equivalents	<u>8,887,470.98</u>	<u>8,713,852.31</u>	<u>7,929,116.93</u>	<u>7,649,956.14</u>	<u>7,255,436.13</u>	<u>9,078,322.55</u>	<u>8,925,294.16</u>	<u>8,964,739.25</u>	<u>7,964,999.00</u>	<u>9,650,664.31</u>	<u>9,244,553.05</u>	<u>9,292,210.82</u>			

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2019 through June 2020

													TOTAL						
	Jul 19	Aug 19	Sep 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget			
Ordinary Income/Expense																			
Income																			
4220 · Cell Tower Lease	3,153.26	3,153.26	3,153.26	3,153.26	3,153.26	3,153.26	3,153.26	3,153.26	3,153.26	4,794.26	4,747.81	4,765.61	42,687.02	37,000.00	5,687.02	115.37%			
4400 · Fees																			
4410 · Administrative Fee (New Constr)		1,084.00	1,084.00		542.00		542.00		542.00				3,794.00	3,600.00	194.00	105.39%			
4420 · Administrative Fee (Remodel)					542.00								542.00	2,000.00	-1,458.00	27.1%			
4430 · Inspection Fee (New Constr)		1,024.00	1,024.00		512.00		512.00		512.00				3,584.00	3,500.00	84.00	102.4%			
4440 · Inspection Fee (Remodel)					512.00								512.00	4,000.00	-3,488.00	12.8%			
4460 · Remodel Fees		114.00	542.00				271.00	651.00	661.00			760.00	2,999.00	8,000.00	-5,001.00	37.49%			
Total 4400 · Fees		2,222.00	2,650.00		2,108.00		1,325.00	651.00	1,715.00			760.00	11,431.00	21,100.00	-9,669.00	54.18%			
4510 · Grants	112.00																		
4610 · Property Tax Receipts		853.45	61,790.13	330.21	10,325.04	117,962.78	78,150.07	20,095.38	622.33	86,125.33	671.96	16,812.78	393,739.46	275,000.00	118,739.46	143.18%			
4710 · Sewer Service Charges	496.20					1,544,087.78		183,658.85		1,048,997.15	675.99	147,880.72	2,925,796.69	3,010,212.00	-84,415.31	97.2%			
4720 · Sewer Service Refunds, Customer	-5,729.85	-367.36					-147.50												
4760 · Waste Collection Revenues	1,416.21	2,888.11	997.86	2,852.02	979.34	2,710.71	1,261.90	3,052.26	1,143.83	3,110.61	969.41	2,971.02	24,353.28	23,000.00	1,353.28	105.88%			
4990 · Other Revenue		16.75					16.07					1,972.03	13.01	2,017.86					
Total Income	-552.18	8,766.21	68,591.25	6,335.49	16,581.71	1,667,767.03	83,890.23	210,610.75	8,606.45	1,143,027.35	7,825.17	172,443.14	3,393,892.60	3,362,312.00	31,580.60	100.94%			
Gross Profit	-552.18	8,766.21	68,591.25	6,335.49	16,581.71	1,667,767.03	83,890.23	210,610.75	8,606.45	1,143,027.35	7,825.17	172,443.14	3,393,892.60	3,362,312.00	31,580.60	100.94%			
Expense																			
5000 · Administrative																			
5190 · Bank Fees	406.59	390.24	481.27	382.98	585.56	432.25	430.49	517.24	692.19	404.17	448.09	1,420.66	6,591.73	7,500.00	-908.27	87.89%			
5200 · Board of Directors																			
5210 · Board Meetings		670.96	296.48	490.32	14.97	461.98	322.46	15.64	344.16		450.00	300.00	3,366.97	3,000.00	366.97	112.23%			
5220 · Director Fees		225.00	337.50	337.50	562.50	187.50	450.00	637.50	337.50		1,050.00		4,125.00	4,000.00	125.00	103.13%			
5230 · Election Expenses													5,000.00						
Total 5200 · Board of Directors		895.96	633.98	827.82	577.47	649.48	772.46	653.14	681.66		1,500.00	300.00	7,491.97	12,000.00	-4,508.03	62.43%			
5250 · Conference Attendance			35.00																
5270 · Information Systems		75.00			639.00				300.00			7,209.00			1,222.50	9,445.50	4,000.00	5,445.50	236.14%
5300 · Insurance																			
5310 · Fidelity Bond														500.00					
5320 · Property & Liability Insurance												1,394.00	1,394.00	2,000.00	-606.00	69.7%			
Total 5300 · Insurance												1,394.00	1,394.00	2,500.00	-1,106.00	55.76%			
5350 · LAFCO Assessment									1,766.00			294.00	2,060.00	2,000.00	60.00	103.0%			
5400 · Legal																			
5420 · Meeting Attendance, Legal																			
5430 · General Legal				5,882.50	4,514.00				8,965.26	8,386.88	21,404.07			20,853.75	10,952.50	80,958.96	412,500.00	-331,541.04	19.63%
5440 · Litigation		80.00	13,178.95	5,100.00	3,295.00	16,181.25			2,985.00	2,550.00				43,370.20					
Total 5400 · Legal		80.00	13,178.95	10,982.50	7,809.00	16,181.25	8,965.26	11,371.88	23,954.07			20,853.75	10,952.50	124,329.16	412,500.00	-288,170.84	30.14%		
5510 · Maintenance, Office		260.00	284.23	160.00	379.25	447.03	100.00	1,297.20	410.00				966.69	4,304.40	8,000.00	-3,695.60	53.81%		
5530 · Memberships												600.00	600.00						
5540 · Office Supplies		870.19	391.66	26.52	439.29	224.73	660.77	706.55	1,378.01			162.26	105.74	4,965.72	8,000.00	-3,034.28	62.07%		
5550 · Postage			78.03	154.85	154.85	78.02				78.03			78.03	32.00	653.81	2,650.00	-1,996.19	24.67%	
5560 · Printing & Publishing		36.97	56.86	34.97	25.30	89.32	50.24	119.51	206.68			153.61	175.50	948.96	5,000.00	-4,051.04	18.98%		

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2019 through June 2020

													TOTAL			
	Jul 19	Aug 19	Sep 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
5600 · Professional Services																
5610 · Accounting		5,150.00	4,750.00		4,450.00	1,850.00	3,250.00	3,525.00	4,250.00		4,800.00	2,700.00	34,725.00	30,000.00	4,725.00	115.75%
5620 · Audit							8,150.00						8,150.00	13,000.00	-4,850.00	62.69%
5630 · Consulting		1,093.75	806.59		3,669.58	5,996.90	3,456.63	5,386.72	16,871.95		3,250.06	4,852.70	45,384.88	35,000.00	10,384.88	129.67%
5640 · Data Services		899.50	6,273.55										7,173.05	6,200.00	973.05	115.69%
5650 · Labor & HR Support	213.50	213.50	213.50	213.50	213.50	213.50	213.50	213.50	427.00		427.00		2,562.00	2,500.00	62.00	102.48%
5660 · Payroll Services	76.98	75.82	76.98	76.98	74.66	74.66	144.31	74.66	74.66	72.32	72.32	72.32	966.67	1,000.00	-33.33	96.67%
Total 5600 · Professional Services	290.48	7,432.57	12,120.62	290.48	8,407.74	8,135.06	15,214.44	9,199.88	21,623.61	72.32	8,549.38	7,625.02	98,961.60	87,700.00	11,261.60	112.84%
5710 · San Mateo Co. Tax Roll Charges					119.00								119.00	1,000.00	-881.00	11.9%
5720 · Telephone & Internet		2,371.37	2,543.97	2,564.49	2,695.90	2,834.20	2,678.71	2,708.89	5,315.05		5,028.30	2,303.81	31,044.69	24,000.00	7,044.69	129.35%
5730 · Mileage Reimbursement				127.99				199.49					327.48	1,500.00	-1,172.52	21.83%
5740 · Reference Materials													200.00		-200.00	
5790 · Other Administrative						7.85			600.00				607.85			
5800 · Labor																
5810 · CalPERS 457 Deferred Plan	1,400.50	1,381.21	1,377.12	1,427.01	1,365.08	1,381.38	1,408.77	4,875.27	1,393.22	1,393.20	1,370.25	1,406.52	20,179.53	17,002.00	3,177.53	118.69%
5820 · Employee Benefits		3,908.30	3,908.30	3,908.30	3,908.30	3,972.16	3,972.16	3,972.16	3,972.16	3,972.16	7,944.32		43,438.32	48,307.00	-4,868.68	89.92%
5830 · Disability Insurance		141.66	283.32		283.32		141.66	141.66	283.32		289.22	144.61	1,708.77	1,401.00	307.77	121.97%
5840 · Payroll Taxes	1,445.79	1,008.14	1,005.49	1,065.47	995.25	907.73	1,587.05	2,094.71	1,546.83	1,523.56	1,498.48	1,538.12	16,216.62	18,580.00	-2,363.38	87.28%
5850 · PARS	1,374.15	1,345.19	1,311.49	1,378.85	1,311.51	1,345.16	1,378.83	1,833.42	1,363.46	1,363.46	1,329.79	1,363.46	16,698.77	16,487.00	211.77	101.28%
5900 · Wages																
5910 · Management	8,746.24	8,746.24	8,746.24	8,746.24	8,746.24	8,746.24	8,746.24	16,775.09	9,010.66	9,010.66	9,010.66	9,010.66	114,041.41	111,733.00	2,308.41	102.07%
5920 · Staff	11,845.60	11,287.71	10,764.86	11,809.30	10,802.86	11,161.20	11,799.80	10,311.51	11,009.22	10,705.20	10,218.60	10,705.20	132,421.06	126,526.00	5,895.06	104.66%
5930 · Staff Certification	150.00	150.00	150.00	175.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	2,225.00	1,800.00	425.00	123.61%
5940 · Staff Overtime		142.77	571.05	285.53	348.98	95.17		95.18			158.62	190.34	1,887.64	2,821.00	-933.36	66.91%
Total 5900 · Wages	20,741.84	20,326.72	20,232.15	21,016.07	20,098.08	20,202.61	20,746.04	27,381.78	20,219.88	19,915.86	19,587.88	20,106.20	250,575.11	242,880.00	7,695.11	103.17%
5960 · Worker's Comp Insurance				701.92				700.28			751.24		2,153.44	5,473.00	-3,319.56	39.35%
Total 5800 · Labor	24,962.28	28,111.22	28,117.87	29,497.62	27,961.54	27,809.04	29,234.51	40,999.28	28,778.87	28,168.24	32,771.18	24,558.91	350,970.56	350,130.00	840.56	100.24%
Total 5000 · Administrative	25,659.35	40,523.52	57,922.44	45,689.22	49,154.90	57,188.23	58,106.88	67,773.06	92,693.17	28,644.73	72,027.79	49,468.14	644,851.43	933,680.00	-288,828.57	69.07%
6000 · Operations																
6170 · Claims, Property Damage												632.10	632.10	20,000.00	-19,367.90	3.16%
6195 · Education & Training													1,000.00		-1,000.00	
6200 · Engineering																
6210 · Meeting Attendance, Engineering													2,000.00		-2,000.00	
6220 · General Engineering		3,621.50	4,836.00		3,255.00		1,860.00	2,331.25	9,430.30		7,920.75	9,189.25	42,444.05	60,000.00	-17,555.95	70.74%
Total 6200 · Engineering		3,621.50	4,836.00		3,255.00		1,860.00	2,331.25	9,430.30		7,920.75	9,189.25	42,444.05	62,000.00	-19,555.95	68.46%
6320 · Equipment & Tools, Expensed													1,000.00		-1,000.00	
6330 · Facilities																
6335 · Alarm Services	391.80	518.82	836.10		518.82	391.80	444.30	518.82	836.10		960.62	577.14	5,994.32	5,700.00	294.32	105.16%
6337 · Landscaping		218.00		250.00	500.00		500.00	500.00	500.00		1,500.00		3,968.00	3,600.00	368.00	110.22%
Total 6330 · Facilities	391.80	736.82	836.10	250.00	1,018.82	391.80	944.30	1,018.82	1,336.10		2,460.62	577.14	9,962.32	9,300.00	662.32	107.12%
6400 · Pumping																
6410 · Pumping Fuel & Electricity		3,379.03	6,154.63	2,774.62			2,984.05	3,002.67	12,821.67		5,160.03	3,310.33	39,587.03	45,000.00	-5,412.97	87.97%
Total 6400 · Pumping		3,379.03	6,154.63	2,774.62			2,984.05	3,002.67	12,821.67		5,160.03	3,310.33	39,587.03	45,000.00	-5,412.97	87.97%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2019 through June 2020

	Jul 19	Aug 19	Sep 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	TOTAL				
													Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget	
6600 · Collection/Transmission																	
6660 · Maintenance, Collection System																10,000.00	-10,000.00
Total 6600 · Collection/Transmission																10,000.00	-10,000.00
6770 · Uniforms				125.80									125.80				
6800 · Vehicles																	
6810 · Fuel									800.82		47.49		848.31	1,000.00	-151.69	84.83%	
6820 · Truck Equipment, Expensed									439.03				439.03	160.00	279.03	274.39%	
6830 · Truck Repairs									621.96				621.96	1,000.00	-378.04	62.2%	
Total 6800 · Vehicles									1,861.81		47.49		1,909.30	2,160.00	-250.70	88.39%	
6900 · Sewer Authority Midcoastside																	
6910 · SAM Collections		28,462.42	56,924.84		28,462.42	28,462.42	28,462.42	28,462.42	56,924.84		56,924.84	28,462.42	341,549.04	341,549.00	0.04	100.0%	
6920 · SAM Operations		127,428.28	254,856.56		127,428.28	127,428.28	127,428.28	127,428.28	254,856.56		254,856.56	127,428.28	1,529,139.36	1,529,139.00	0.36	100.0%	
6940 · SAM Maintenance, Collection Sys														40,000.00	-40,000.00		
6950 · SAM Maintenance, Pumping		4,341.08	23,883.47		27,191.82		1,984.82	5,485.51	20,373.52		37,290.68		120,550.90	50,000.00	70,550.90	241.1%	
Total 6900 · Sewer Authority Midcoastside		160,231.78	335,664.87		183,082.52	155,890.70	157,875.52	161,376.21	332,154.92		349,072.08	155,890.70	1,991,239.30	1,960,688.00	30,551.30	101.56%	
Total 6000 · Operations	391.80	167,969.13	347,491.60	3,150.42	187,356.34	156,282.50	163,663.87	167,728.95	357,604.80		364,660.97	169,599.52	2,085,899.90	2,111,148.00	-25,248.10	98.8%	
Total Expense	26,051.15	208,492.65	405,414.04	48,839.64	236,511.24	213,470.73	221,770.75	235,502.01	450,297.97	28,644.73	436,688.76	219,067.66	2,730,751.33	3,044,828.00	-314,076.67	89.69%	
Net Ordinary Income	-26,603.33	-199,726.44	-336,822.79	-42,504.15	-219,929.53	1,454,296.30	-137,880.52	-24,891.26	-441,691.52	1,114,382.62	-428,863.59	-46,624.52	663,141.27	317,484.00	345,657.27	208.87%	
Other Income/Expense																	
Other Income																	
7000 · Capital Account Revenues																	
7100 · Connection Fees																	
7110 · Connection Fees (New Constr)				26,378.00					52,756.00	26,378.00	93,373.50	26,378.00	225,263.50	150,000.00	75,263.50	150.18%	
7120 · Connection Fees (Remodel)	5,184.00	2,637.50	10,050.00	2,100.36	4,647.50		10,959.00	7,385.00	12,745.00				55,708.36	50,000.00	5,708.36	111.42%	
Total 7100 · Connection Fees	5,184.00	2,637.50	10,050.00	28,478.36	4,647.50		10,959.00	7,385.00	65,501.00	26,378.00	93,373.50	26,378.00	280,971.86	200,000.00	80,971.86	140.49%	
7200 · Interest Income - LAIF	28,542.13			27,688.92			25,982.57				22,893.60		105,107.22	50,000.00	55,107.22	210.21%	
Total 7000 · Capital Account Revenues	33,726.13	2,637.50	10,050.00	56,167.28	4,647.50		36,941.57	7,385.00	65,501.00	49,271.60	93,373.50	26,378.00	386,079.08	250,000.00	136,079.08	154.43%	
Total Other Income	33,726.13	2,637.50	10,050.00	56,167.28	4,647.50		36,941.57	7,385.00	65,501.00	49,271.60	93,373.50	26,378.00	386,079.08	250,000.00	136,079.08	154.43%	
Other Expense																	
8000 · Capital Improvement Program																	
8075 · Sewer		25,087.21	142,368.91		7,016.97		1,674.00	93.00	1,875.50		83,142.10		261,257.69	1,486,085.00	-1,224,827.31	17.58%	
Total 8000 · Capital Improvement Program		25,087.21	142,368.91		7,016.97		1,674.00	93.00	1,875.50		83,142.10		261,257.69	1,486,085.00	-1,224,827.31	17.58%	
9000 · Capital Account Expenses																	
9125 · PNC Equipment Lease Interest	1,332.23	1,321.34	1,309.68	1,298.01	1,286.30	1,274.56	1,262.80	1,251.01	2,466.51		2,418.99		15,221.43	15,221.00	0.43	100.0%	
9150 · SRF Loan												120,555.57	120,555.57				
9200 · I-Bank Loan							11,062.63						11,062.63	22,582.00	-11,519.37	48.99%	
Total 9000 · Capital Account Expenses	1,332.23	1,321.34	1,309.68	1,298.01	1,286.30	1,274.56	12,325.43	1,251.01	2,466.51		2,418.99	120,555.57	146,839.63	37,803.00	109,036.63	388.43%	
Total Other Expense	1,332.23	26,408.55	143,678.59	1,298.01	8,303.27	1,274.56	13,999.43	1,344.01	4,342.01		85,561.09	120,555.57	408,097.32	1,523,888.00	-1,115,790.68	26.78%	
Net Other Income	32,393.90	-23,771.05	-133,628.59	54,869.27	-3,655.77	-1,274.56	22,942.14	6,040.99	61,158.99	49,271.60	7,812.41	-94,177.57	-22,018.24	-1,273,888.00	1,251,869.76	1.73%	
Net Income	5,790.57	-223,497.49	-470,451.38	12,365.12	-223,585.30	1,453,021.74	-114,938.38	-18,850.27	-380,532.53	1,163,654.22	-421,051.18	-140,802.09	641,123.03	-956,404.00	1,597,527.03	-67.04%	

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2019 through June 2020

													TOTAL				
	Jul 19	Aug 19	Sep 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Bt	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense																	
Income																	
4220 · Cell Tower Lease	3,153.26	3,153.26	3,153.26	3,153.26	3,153.26	3,153.26	3,153.26	3,153.26	3,153.26	4,794.24	4,747.80	4,765.61	#	42,686.99	37,000.00	5,686.99	115.37%
4400 · Fees																	
4410 · Administrative Fee (New Constr)		1,084.00	1,084.00		542.00		542.00		1,084.00					4,336.00	5,000.00	-664.00	86.72%
4420 · Administrative Fee (Remodel)						542.00			542.00					1,084.00		1,084.00	100.0%
4430 · Inspection Fee (New Constr)		1,024.00	1,024.00		512.00		512.00		1,024.00					4,096.00	4,000.00	96.00	102.4%
4440 · Inspection Fee (Remodel)						512.00	512.00			512.00				1,536.00		1,536.00	100.0%
4450 · Mainline Extension Fees															3,000.00	-3,000.00	
4460 · Remodel Fees	380.00	380.00		119.00			542.00							1,421.00	2,000.00	-579.00	71.05%
4470 · Other Fees	692.40	130.00					3,578.00							4,400.40			
Total 4400 · Fees	1,072.40	2,618.00	2,108.00	119.00	1,054.00	1,054.00	5,686.00		2,108.00	1,054.00				16,873.40	14,000.00	2,873.40	120.52%
4510 · Grants	112.00													112.00			
4610 · Property Tax Receipts		853.44	61,790.12	330.21	10,325.02	117,962.79	78,150.06	20,095.37	622.32	86,125.31	671.96	16,812.77	#	393,739.37	275,000.00	118,739.37	143.18%
4740 · Testing, Backflow	114.00			13,990.00	2,975.00		947.00	238.00		1,190.00	2,975.00	3,332.00	#	25,761.00	18,000.00	7,761.00	143.12%
4810 · Water Sales, Domestic	182,045.53	177,480.27	174,333.84	154,144.69	165,837.81	142,233.39	173,506.11	139,971.95	152,353.17	160,405.81	144,196.90	200,089.34	#	1,966,598.81	1,947,000.00	19,598.81	101.01%
4850 · Water Sales Refunds, Customer	-1,061.41						-53.85	-222.93	-920.14					-2,258.33	-3,000.00	741.67	75.28%
4990 · Other Revenue		54,423.00			16.07				1,972.02			13.01		56,424.10			
Total Income	185,435.78	238,527.97	241,385.22	171,737.16	183,361.16	264,349.59	261,219.50	162,538.44	160,208.77	253,569.36	152,591.66	225,012.73	#	2,499,937.34	2,288,000.00	211,937.34	109.26%
Gross Profit	185,435.78	238,527.97	241,385.22	171,737.16	183,361.16	264,349.59	261,219.50	162,538.44	160,208.77	253,569.36	152,591.66	225,012.73	#	2,499,937.34	2,288,000.00	211,937.34	109.26%
Expense																	
5000 · Administrative																	
5190 · Bank Fees			44.53		54.03	218.22	209.40	117.80	189.71	184.71	246.49	112.99	#	1,377.88	3,750.00	-2,372.12	36.74%
5200 · Board of Directors																	
5210 · Board Meetings		670.96	296.48	490.32	14.97	461.97	322.46	15.64	344.15		450.00	300.00	#	3,366.95	4,000.00	-633.05	84.17%
5220 · Director Fees		225.00	337.50	337.50	562.50	187.50	450.00	637.50	337.50		1,050.00			4,125.00	3,300.00	825.00	125.0%
Total 5200 · Board of Directors		895.96	633.98	827.82	577.47	649.47	772.46	653.14	681.65		1,500.00	300.00	#	7,491.95	7,300.00	191.95	102.63%
5240 · CDPH Fees							9,156.40							9,156.40	15,750.00	-6,593.60	58.14%
5250 · Conference Attendance			35.00	185.01	23.00				700.00		-700.00			243.01	6,000.00	-5,756.99	4.05%
5270 · Information Systems		75.00		639.00		300.00			7,209.00		1,222.50			9,445.50	3,000.00	6,445.50	314.85%
5300 · Insurance																	
5310 · Fidelity Bond															500.00	-500.00	
5320 · Property & Liability Insurance			1,173.00											1,173.00	2,500.00	-1,327.00	46.92%
Total 5300 · Insurance			1,173.00											1,173.00	3,000.00	-1,827.00	39.1%
5350 · LAFCO Assessment							2,465.00				294.00			2,759.00	2,750.00	9.00	100.33%
5400 · Legal																	
5420 · Meeting Attendance, Legal																	
5430 · General Legal			10,637.50	20,591.25			9,562.26	12,663.87	27,011.09		21,493.75	10,952.50	#	112,912.22	231,000.00	-118,087.78	48.88%
Total 5400 · Legal			10,637.50	20,591.25			9,562.26	12,663.87	27,011.09		21,493.75	10,952.50	#	112,912.22	231,000.00	-118,087.78	48.88%
5510 · Maintenance, Office		319.46	284.22	160.00	379.25	447.03	668.06	1,961.97	917.46		966.69			6,104.14	8,000.00	-1,895.86	76.3%
5530 · Memberships		277.00			10,732.16	15,266.00								26,275.16	24,000.00	2,275.16	109.48%
5540 · Office Supplies		870.14	391.64	26.51	439.27	224.73	660.72	706.56	1,377.98	136.99	5,071.03	2,748.77	#	12,654.34	8,000.00	4,654.34	158.18%
5550 · Postage		567.75	856.47	708.90	780.54	946.26	1,057.84	1,068.78	2,244.74		1,062.19	32.00	#	9,325.47	9,000.00	325.47	103.62%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2019 through June 2020

													TOTAL				
	Jul 19	Aug 19	Sep 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Bt	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
5560 · Printing & Publishing	854.62	36.97	56.86	34.96	25.30	89.33	50.25	119.51	206.67		153.59	175.50	#	1,803.56	3,000.00	-1,196.44	60.12%
5600 · Professional Services																	
5610 · Accounting		5,150.00	4,750.00		4,450.00	1,850.00	3,250.00	3,525.00	4,250.00		4,800.00	2,700.00	#	34,725.00	30,000.00	4,725.00	115.75%
5620 · Audit							8,150.00							8,150.00	13,000.00	-4,850.00	62.69%
5630 · Consulting		1,093.75	806.59		10,063.02	5,996.89	3,456.62	5,386.71	16,871.93		3,250.05	4,852.70	#	51,778.26	100,000.00	-48,221.74	51.78%
5640 · Data Services		899.50												899.50			
5650 · Labor & HR Support	213.50	213.50	213.50	213.50	213.50	213.50	292.60	213.50	427.00		427.00			2,641.10	2,500.00	141.10	105.64%
5660 · Payroll Services	76.98	75.81	76.98	76.98	74.64	74.64	144.29	74.64	74.64	72.32	72.32	72.32	#	966.56	1,000.00	-33.44	96.66%
Total 5600 · Professional Services	290.48	7,432.56	5,847.07	290.48	14,801.16	8,135.03	15,293.51	9,199.85	21,623.57	72.32	8,549.37	7,625.02	#	99,160.42	146,500.00	-47,339.58	67.69%
5710 · San Mateo Co. Tax Roll Charges					119.00									119.00			
5720 · Telephone & Internet		2,958.80	3,076.06	2,958.32	3,085.97	3,074.29	3,000.15	3,075.68	6,203.07		5,729.65	2,439.15	#	35,601.14	27,000.00	8,601.14	131.86%
5730 · Mileage Reimbursement				127.99		295.14		199.50						622.63	2,000.00	-1,377.37	31.13%
5740 · Reference Materials														800.00		-800.00	
5790 · Other Administrative						1,853.12			303.00					2,156.12			
5800 · Labor																	
5810 · CalPERS 457 Deferred Plan	3,200.51	3,181.17	3,131.46	3,338.98	3,200.65	3,192.48	3,275.40	6,426.36	3,118.31	3,493.77	3,488.46	3,556.25	#	42,603.80	43,235.00	-631.20	98.54%
5820 · Employee Benefits		6,323.56	6,323.56	6,323.56	6,323.56	6,445.89	6,445.89	6,445.89	6,445.89	6,445.89	14,540.94			72,064.63	88,110.00	-16,045.37	81.79%
5830 · Disability Insurance		284.98	569.96		569.96		284.98	284.98	569.96		666.16	333.08	#	3,564.06	3,467.00	97.06	102.8%
5840 · Payroll Taxes	3,656.75	3,241.27	3,128.18	3,369.98	3,190.85	3,134.09	3,870.36	4,027.19	3,725.38	3,891.45	3,927.44	4,032.00	#	43,194.94	49,062.00	-5,867.06	88.04%
5850 · PARS	2,796.87	2,706.07	2,610.56	2,801.61	2,615.13	2,716.20	2,812.20	3,079.80	2,741.07	3,189.93	3,037.96	3,163.32	#	34,270.72	37,636.00	-3,365.28	91.06%
5900 · Wages																	
5910 · Management	8,746.24	8,746.24	8,746.25	8,746.24	8,746.24	8,746.24	8,746.24	16,775.11	9,010.68	9,010.68	9,010.68	9,010.68	#	114,041.52	111,733.00	2,308.52	102.07%
5920 · Staff	34,653.88	33,263.83	31,291.05	34,255.36	31,150.01	32,996.60	34,879.00	30,529.43	33,924.63	37,191.38	35,541.38	37,435.30	#	407,111.85	446,840.00	-39,728.15	91.11%
5930 · Staff Certification	911.25	850.00	850.00	875.00	1,196.88	900.00	900.00	900.00	900.00	900.00	900.00	900.00	#	10,983.13	11,400.00	-416.87	96.34%
5940 · Staff Overtime	3,350.67	4,318.60	5,030.69	5,034.33	5,919.48	4,461.83	4,019.64	2,406.92	2,568.04	1,678.78	3,677.37	3,382.64	#	45,848.99	48,105.00	-2,256.01	95.31%
5950 · Staff Standby	2,042.74	2,219.34	2,061.71	2,229.61	2,082.68	2,200.35	2,048.39	2,031.30	2,294.44	2,087.91	2,209.43	1,977.17	#	25,485.07	23,249.00	2,236.07	109.62%
Total 5900 · Wages	49,704.78	49,398.01	47,979.70	51,140.54	49,095.29	49,305.02	50,593.27	52,642.76	48,697.79	50,868.75	51,338.86	52,705.79	#	603,470.56	641,327.00	-37,856.44	94.1%
5960 · Worker's Comp Insurance				3,450.24				3,503.44			3,481.78			10,435.46	23,324.00	-12,888.54	44.74%
Total 5800 · Labor	59,358.91	65,135.06	63,743.42	70,424.91	64,995.44	64,793.68	67,282.10	76,410.42	65,298.40	67,889.79	80,481.60	63,790.44	#	809,604.17	886,161.00	-76,556.83	91.36%
Total 5000 · Administrative	60,504.01	78,568.70	76,142.25	87,021.40	116,603.84	96,292.30	110,178.15	106,177.08	133,966.34	68,283.81	126,070.86	88,176.37	#	1,147,985.11	1,387,011.00	-239,025.89	82.77%
6000 · Operations																	
6160 · Backflow Prevention									325.93					325.93	1,000.00	-674.07	32.59%
6170 · Claims, Property Damage									392.00					392.00	10,000.00	-9,608.00	3.92%
6180 · Communications																	
6185 · SCADA Maintenance						48.06		115.79	62.10		2,242.50			2,468.45	13,000.00	-10,531.55	18.99%
Total 6180 · Communications						48.06		115.79	62.10		2,242.50			2,468.45	13,000.00	-10,531.55	18.99%
6195 · Education & Training			2,195.00	566.24			336.25		512.50					3,609.99	9,000.00	-5,390.01	40.11%
6200 · Engineering																	
6210 · Meeting Attendance, Engineering															500.00	-500.00	
6220 · General Engineering		12,389.54												12,389.54	30,000.00	-17,610.46	41.3%
6230 · Water Quality Engineering		7,712.50	27,556.25	9,455.67	2,615.00	4,176.25	9,347.76	36,469.38	20,782.50		14,202.50			132,317.81	350,000.00	-217,682.19	37.81%
Total 6200 · Engineering		20,102.04	27,556.25	9,455.67	2,615.00	4,176.25	9,347.76	36,469.38	20,782.50		14,202.50			144,707.35	380,500.00	-235,792.65	38.03%
6320 · Equipment & Tools, Expensed		204.96	1,168.25	1,946.98	8,577.25	790.02	1,043.81	1,690.05	765.26	127.82	97.97	947.25	#	17,359.62	8,000.00	9,359.62	217.0%

Montara Water & Sanitary District Revenue & Expenditures Budget vs. Actual - Water July 2019 through June 2020

													TOTAL				
	Jul 19	Aug 19	Sep 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Bt	Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
6330 · Facilities																	
6335 · Alarm Services		127.02	52.50		127.02		52.50	127.02	52.50		177.02	185.33 #		900.91	800.00	100.91	112.61%
6337 · Landscaping		483.00	1,050.00	691.28	550.00	850.00	603.62	350.00	550.00	21.83	1,250.00			6,399.73	56,000.00	-49,600.27	11.43%
Total 6330 · Facilities		610.02	1,102.50	691.28	677.02	850.00	656.12	477.02	602.50	21.83	1,427.02	185.33 #		7,300.64	56,800.00	-49,499.36	12.85%
6370 · Lab Supplies & Equipment			4,095.97		1,909.32	308.09	719.37		163.46		1,503.68	67.01 #		8,766.90	2,500.00	6,266.90	350.68%
6380 · Meter Reading					9.95									9.95			
6400 · Pumping																	
6410 · Pumping Fuel & Electricity		6,536.56	8,790.51	5,901.37	2,267.57	6,190.55	5,320.22	5,698.59	16,356.52	1,300.93	8,424.10	6,127.76 #		72,914.68	90,000.00	-17,085.32	81.02%
6420 · Pumping Maintenance, Generators		7,631.82	3,815.91	44.02	1,183.22	1,173.00		4,136.12	2,924.11					20,908.20	10,000.00	10,908.20	209.08%
6430 · Pumping Maintenance, General							17.24							17.24	5,000.00	-4,982.76	0.35%
6440 · Pumping Equipment, Expensed					5,312.57	453.91	2,795.65							8,562.13	700.00	7,862.13	1,223.16%
Total 6400 · Pumping		14,168.38	12,606.42	5,945.39	8,763.36	7,817.46	8,133.11	9,834.71	19,280.63	1,300.93	8,424.10	6,127.76 #		102,402.25	105,700.00	-3,297.75	96.88%
6500 · Supply																	
6510 · Maintenance, Raw Water Mains								27.48						27.48	2,500.00	-2,472.52	1.1%
6520 · Maintenance, Wells	-815.00							36.76	11,414.12	50.99	2,594.00			13,280.87	5,000.00	8,280.87	265.62%
6530 · Water Purchases					10,606.31			10,978.74			6,229.83			27,814.88	40,000.00	-12,185.12	69.54%
Total 6500 · Supply	-815.00				10,606.31			11,042.98	11,414.12	50.99	8,823.83			41,123.23	47,500.00	-6,376.77	86.58%
6600 · Collection/Transmission																	
6610 · Hydrants									6,481.17					6,481.17	1,000.00	5,481.17	648.12%
6620 · Maintenance, Water Mains			2,587.50		16,308.94		6,407.56		7,045.63		3,909.00	458.02 #		36,716.65	50,000.00	-13,283.35	73.43%
6630 · Maintenance, Water Svc Lines					3,519.11						1,538.19			5,057.30	20,000.00	-14,942.70	25.29%
6640 · Maintenance, Tanks			4,146.03											4,146.03	1,000.00	3,146.03	414.6%
6650 · Maint., Distribution General			223.81		7,203.14				3,402.00					10,828.95	8,000.00	2,828.95	135.36%
6670 · Meters		1,599.42					4,654.03							6,253.45	2,500.00	3,753.45	250.14%
Total 6600 · Collection/Transmission		1,599.42	6,957.34		27,031.19		11,061.59		16,928.80		5,447.19	458.02 #		69,483.55	82,500.00	-13,016.45	84.22%
6700 · Treatment																	
6710 · Chemicals & Filtering	2,537.58	628.31	2,825.45	3,155.21	10,841.50	14,646.00	680.50	1,943.89	1,730.71			924.97 #		39,914.12	20,000.00	19,914.12	199.57%
6720 · Maintenance, Treatment Equip.		574.99		30.72	11,659.11	7.10	137.89	201.38	28.67		8.36	383.55 #		13,031.77	20,000.00	-6,968.23	65.16%
6730 · Treatment Analysis		937.80	7,518.32	600.05	1,646.35	1,039.92	1,218.75	1,056.98	2,697.78		970.80	664.02 #		18,350.77	45,000.00	-26,649.23	40.78%
Total 6700 · Treatment	2,537.58	2,141.10	10,343.77	3,785.98	24,146.96	15,693.02	2,037.14	3,202.25	4,457.16		979.16	1,972.54 #		71,296.66	85,000.00	-13,703.34	83.88%
6770 · Uniforms		761.41	1,407.57	151.93	487.62	225.84	400.62		47.55					3,482.54	2,000.00	1,482.54	174.13%
6800 · Vehicles																	
6810 · Fuel		539.98	536.34	747.59	935.61	816.56	575.95	468.17	415.28		269.08			5,304.56	10,000.00	-4,695.44	53.05%
6820 · Truck Equipment, Expensed	2,926.85								-241.34					2,685.51	1,000.00	1,685.51	268.55%
6830 · Truck Repairs		919.99	175.14	2,887.91		101.45			-560.05					3,524.44	5,000.00	-1,475.56	70.49%
Total 6800 · Vehicles	2,926.85	1,459.97	711.48	3,635.50	935.61	918.01	575.95	468.17	-386.11		269.08			11,514.51	16,000.00	-4,485.49	71.97%
6890 · Other Operations										54.59	2,873.64	1,336.37		4,264.60			
Total 6000 · Operations	4,649.43	41,047.30	68,144.55	26,178.97	85,759.59	30,826.75	34,311.72	63,300.35	75,348.40	1,556.16	46,290.67	11,094.28 #		488,508.17	819,500.00	-330,991.83	59.61%
Total Expense	65,153.44	119,616.00	144,286.80	113,200.37	202,363.43	127,119.05	144,489.87	169,477.43	209,314.74	69,839.97	172,361.53	99,270.65 #		1,636,493.28	2,206,511.00	-570,017.72	74.17%
Net Ordinary Income	120,282.34	118,911.97	97,098.42	58,536.79	-19,002.27	137,230.54	116,729.63	-6,938.99	-49,105.97	183,729.39	-19,769.87	125,742.08 #		863,444.06	81,489.00	781,955.06	1,059.58%
Other Income/Expense																	
Other Income																	
7000 · Capital Account Revenues																	

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2019 through June 2020

	Jul 19	Aug 19	Sep 19	Oct 19	Nov 19	Dec 19	Jan 20	Feb 20	Mar 20	Apr 20	May 20	Jun 20	Bt	TOTAL			
														Jul '19 - Jun 20	Budget	\$ Over Budget	% of Budget
7100 · Connection Fees																	
7110 · Connection Fees (New Constr)	4,072.72			18,105.00			4,200.72	18,105.00	56,125.00		70,607.00	52,503.00 #		223,718.44	150,000.00	73,718.44	149.15%
7130 · Conn. Fees, PFP (New Constr)	6,879.11	9,029.00		5,406.00				9,029.00	27,087.00		27,087.00			84,517.11	130,000.00	-45,482.89	65.01%
Total 7100 · Connection Fees	10,951.83	9,029.00		23,511.00			4,200.72	27,134.00	83,212.00		97,694.00	52,503.00 #		308,235.55	280,000.00	28,235.55	110.08%
7600 · Bond Revenues, G.O.		2,050.10		1,396.19	21,116.20	560,710.15	2,352.01	69,880.54	1,103.34	393,464.19	3,287.42	60,027.27 #		1,115,387.41	1,150,436.00	-35,048.59	96.95%
Total 7000 · Capital Account Revenues	10,951.83	11,079.10		24,907.19	21,116.20	560,710.15	6,552.73	97,014.54	84,315.34	393,464.19	100,981.42	112,530.27 #		1,423,622.96	1,430,436.00	-6,813.04	99.52%
Total Other Income	10,951.83	11,079.10		24,907.19	21,116.20	560,710.15	6,552.73	97,014.54	84,315.34	393,464.19	100,981.42	112,530.27 #		1,423,622.96	1,430,436.00	-6,813.04	99.52%
Other Expense																	
8000 · Capital Improvement Program																	
8100 · Water		52,240.72	57,197.72	118,127.12	213,799.88	166,380.61	173,886.45		45,425.14	9,446.25	43,135.62	3,417.26 #		883,056.77	549,500.00	333,556.77	160.7%
Total 8000 · Capital Improvement Program		52,240.72	57,197.72	118,127.12	213,799.88	166,380.61	173,886.45		45,425.14	9,446.25	43,135.62	3,417.26 #		883,056.77	549,500.00	333,556.77	160.7%
9000 · Capital Account Expenses																	
9100 · Interest Expense - GO Bonds		117,108.56						113,430.11						230,538.67	230,539.00	-0.33	100.0%
9125 · PNC Equipment Lease Interest	1,332.23	1,321.33	1,309.69	1,298.01	1,286.30	1,274.57	1,262.80	1,251.01	2,466.53		2,419.01			15,221.48	15,221.00	0.48	100.0%
9150 · SRF Loan						163,905.22								163,905.22	72,873.00	91,032.22	224.92%
9210 · Conservation Program/Rebates			350.00		150.00		450.00	200.00	200.00					1,350.00	3,000.00	-1,650.00	45.0%
Total 9000 · Capital Account Expenses	1,332.23	118,429.89	1,659.69	1,298.01	1,436.30	165,179.79	1,712.80	114,881.12	2,666.53		2,419.01			411,015.37	321,633.00	89,382.37	127.79%
Total Other Expense	1,332.23	170,670.61	58,857.41	119,425.13	215,236.18	331,560.40	175,599.25	114,881.12	48,091.67	9,446.25	45,554.63	3,417.26 #		1,294,072.14	871,133.00	422,939.14	148.55%
Net Other Income	9,619.60	-159,591.51	-58,857.41	-94,517.94	-194,119.98	229,149.75	-169,046.52	-17,866.58	36,223.67	384,017.94	55,426.79	109,113.01 #		129,550.82	559,303.00	-429,752.18	23.16%
Net Income	129,901.94	-40,679.54	38,241.01	-35,981.15	-213,122.25	366,380.29	-52,316.89	-24,805.57	-12,882.30	567,747.33	35,656.92	234,855.09 #		992,994.88	640,792.00	352,202.88	154.96%

Montara Water & Sanitary District
Funds Balance Sheet
As of June 30, 2020

7/20/20

Accrual Basis

	Sewer	Water	TOTAL
ASSETS			
Current Assets			
Checking/Savings			
Sewer - Bank Accounts			
Wells Fargo Operating - Sewer	1,911,840.04	0.00	1,911,840.04
LAIF Investment Fund			
Capital Reserve	3,970,253.27	0.00	3,970,253.27
Connection Fees Reserve	194,600.00	0.00	194,600.00
Operating Reserve	406,882.00	0.00	406,882.00
Total LAIF Investment Fund	4,571,735.27	0.00	4,571,735.27
Total Sewer - Bank Accounts	6,483,575.31	0.00	6,483,575.31
Water - Bank Accounts			
Wells Fargo Operating - Water	0.00	707,342.26	707,342.26
Capital Reserve	0.00	398,249.00	398,249.00
Operating Reserve	0.00	46,009.00	46,009.00
SRF Reserve	0.00	48,222.00	48,222.00
Restricted Cash			
Connection Fees Reserve	0.00	253,020.00	253,020.00
GO Bonds Fund	0.00	1,355,793.25	1,355,793.25
Total Restricted Cash	0.00	1,608,813.25	1,608,813.25
Total Water - Bank Accounts	0.00	2,808,635.51	2,808,635.51
Total Checking/Savings	6,483,575.31	2,808,635.51	9,292,210.82
Accounts Receivable			
Sewer - Accounts Receivable			
Accounts Receivable	2,905.64	0.00	2,905.64
Sewer - Accounts Receivable - Other	-10,061.79	0.00	-10,061.79
Total Sewer - Accounts Receivable	-7,156.15	0.00	-7,156.15
Water - Accounts Receivable			
Accounts Receivable	0.00	555.67	555.67
Accounts Rec. - Backflow	0.00	20,400.11	20,400.11
Accounts Rec. - Water Residents	0.00	227,075.19	227,075.19
Unbilled Water Receivables	0.00	258,319.70	258,319.70
Total Water - Accounts Receivable	0.00	506,350.67	506,350.67
Total Accounts Receivable	-7,156.15	506,350.67	499,194.52
Other Current Assets			
Prepaid Expenses	6,060.00	6,060.00	12,120.00
Due from Kathryn Slater-Carter	232.31	382.31	614.62
Maint/Parts Inventory	0.00	42,656.32	42,656.32
Total Other Current Assets	6,292.31	49,098.63	55,390.94
Total Current Assets	6,482,711.47	3,364,084.81	9,846,796.28
Fixed Assets			
Sewer - Fixed Assets			
General Plant	6,161,441.87	0.00	6,161,441.87
Land	5,000.00	0.00	5,000.00
Other Capital Improv.			
Sewer-Original Cost	685,599.18	0.00	685,599.18
Other Cap. Improv.	2,564,810.39	0.00	2,564,810.39
Total Other Capital Improv.	3,250,409.57	0.00	3,250,409.57
Seal Cove Collection System	995,505.00	0.00	995,505.00
Sewage Collection Facility			
Collection Facility - Org. Cost	1,349,064.00	0.00	1,349,064.00
Collection Facility - Other	3,991,243.33	0.00	3,991,243.33
Total Sewage Collection Facility	5,340,307.33	0.00	5,340,307.33
Treatment Facility	244,539.84	0.00	244,539.84
Accumulated Depreciation	-8,871,583.00	0.00	-8,871,583.00
Total Sewer - Fixed Assets	7,125,620.61	0.00	7,125,620.61

Montara Water & Sanitary District
Funds Balance Sheet
As of June 30, 2020

7/20/20

Accrual Basis

Water - Fixed Assets			
General Plant	0.00	27,314,280.48	27,314,280.48
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	-11,800,511.00	-11,800,511.00
Total Water - Fixed Assets	0.00	17,655,426.26	17,655,426.26
Total Fixed Assets	7,125,620.61	17,655,426.26	24,781,046.87
Other Assets			
Sewer - Other Assets			
Def'd Amts Related to Pensions	92,939.00	0.00	92,939.00
Joint Power Authority			
SAM - Orig Collection Facility	981,592.00	0.00	981,592.00
SAM - Expansion	1,705,955.08	0.00	1,705,955.08
Total Joint Power Authority	2,687,547.08	0.00	2,687,547.08
Total Sewer - Other Assets	2,780,486.08	0.00	2,780,486.08
Water - Other Assets			
Def'd Amts Related to Pensions	0.00	174,114.00	174,114.00
Due from Sewer	0.00	290,312.00	290,312.00
Bond Acquisition Cost OID	0.00	42,978.40	42,978.40
Bond Issue Cost	0.00	46,268.60	46,268.60
Total Water - Other Assets	0.00	553,673.00	553,673.00
Total Other Assets	2,780,486.08	553,673.00	3,334,159.08
TOTAL ASSETS	16,388,818.16	21,573,184.07	37,962,002.23
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable - Sewer	95,188.34	0.00	95,188.34
Accounts Payable - Water	0.00	166,969.06	166,969.06
Total Accounts Payable	95,188.34	166,969.06	262,157.40
Other Current Liabilities			
Water - Net Pension Liability	0.00	-60,375.00	-60,375.00
Sewer - Net Pension Liability	-32,045.00	0.00	-32,045.00
Sewer - Current Liabilities			
Accrued Vacations	5,943.33	0.00	5,943.33
Deposits Payable	17,764.15	0.00	17,764.15
I-Bank Loan - Current	29,929.31	0.00	29,929.31
Interest Payable	10,265.32	0.00	10,265.32
Total Sewer - Current Liabilities	63,902.11	0.00	63,902.11
Water - Current Liabilities			
Accrued Vacations	0.00	15,964.24	15,964.24
Deposits Payable	0.00	-10,534.48	-10,534.48
Interest Payable	0.00	98,256.59	98,256.59
PFP Water Deposits	0.00	4,302.50	4,302.50
SRF Loan Payable X102 - Current	0.00	42,901.29	42,901.29
SRF Loan Payable X109 - Current	0.00	168,622.04	168,622.04
Temporary Construction Meter	0.00	14,773.52	14,773.52
Total Water - Current Liabilities	0.00	334,285.70	334,285.70
Payroll Liabilities			
Employee Benefits Payable	7,696.05	0.00	7,696.05
Total Payroll Liabilities	7,696.05	0.00	7,696.05
Total Other Current Liabilities	39,553.16	273,910.70	313,463.86
Total Current Liabilities	134,741.50	440,879.76	575,621.26

Montara Water & Sanitary District
Funds Balance Sheet
As of June 30, 2020

7/20/20

Accrual Basis

Long Term Liabilities			
Sewer - Long Term Liabilities			
Due to Water Fund	290,312.00	0.00	290,312.00
Accrued Vacations	10,294.06	0.00	10,294.06
I-Bank Loan	725,417.82	0.00	725,417.82
PNC Equip. Loan - L/T	484,682.77	0.00	484,682.77
Total Sewer - Long Term Liabilities	1,510,706.65	0.00	1,510,706.65
Water - Long Term Liabilities			
Accrued Vacations	0.00	11,967.24	11,967.24
Deferred on Refunding	0.00	-169,190.00	-169,190.00
GO Bonds - L/T	0.00	8,785,232.11	8,785,232.11
PNC Equip. Loan - L/T	0.00	484,682.83	484,682.83
SRF Loan Payable - X102	0.00	-0.66	-0.66
SRF Loan Payable - X109	0.00	3,047,628.79	3,047,628.79
Total Water - Long Term Liabilities	0.00	12,160,320.31	12,160,320.31
Deferred Inflows (Pensions)			
Sewer	20,838.00	0.00	20,838.00
Water	0.00	39,012.00	39,012.00
Total Deferred Inflows (Pensions)	20,838.00	39,012.00	59,850.00
Total Long Term Liabilities	1,531,544.65	12,199,332.31	13,730,876.96
Total Liabilities	1,666,286.15	12,640,212.07	14,306,498.22
Equity			
Sewer - Equity Accounts			
Capital Assets Net	3,408,252.20	0.00	3,408,252.20
Fund Balance - Unrestricted	8,646,292.87	0.00	8,646,292.87
Retained Earnings	268,984.16	0.00	268,984.16
Total Sewer - Equity Accounts	12,323,529.23	0.00	12,323,529.23
Water - Equity Accounts			
Capital Assets Net	0.00	2,868,858.70	2,868,858.70
Restricted Debt Service	0.00	1,384,997.90	1,384,997.90
Unrestricted	0.00	-1,562,801.59	-1,562,801.59
Retained Earnings	0.00	-268,984.16	-268,984.16
Total Water - Equity Accounts	0.00	2,422,070.85	2,422,070.85
Equity Adjustment Account	1,757,879.75	5,517,906.27	7,275,786.02
Net Income	641,123.03	992,994.88	1,634,117.91
Total Equity	14,722,532.01	8,932,972.00	23,655,504.01
TOTAL LIABILITIES & EQUITY	<u>16,388,818.16</u>	<u>21,573,184.07</u>	<u>37,962,002.23</u>

SPLIT

07/22/2020	11614	A-B Communications	-163.30	PAID
07/14/2020	11612	ACWA/JPIA Insurance Authority	-11,242.63	PAID
07/30/2020	11643	ACWA/JPIA Insurance Authority	-4,522.10	PAID
06/29/2020	11588	AT&T	-265.87	PAID
07/30/2020	11644	AT&T	-265.89	PAID
07/30/2020	11645	AT&T	-71.17	PAID
07/30/2020	11646	AT&T	-151.25	PAID
07/30/2020	11647	AT&T	-278.57	PAID
07/30/2020	11648	AT&T	-3,704.84	PAID
07/06/2020	11595	Aztec Gardens	-1,050.00	PAID
07/22/2020	11616	Bartle Wells Associates	-16,264.11	PAID
07/22/2020	11617	Bay Alarm Company	-277.74	PAID
06/29/2020	11589	CalPERS 457 Plan	-5,889.49	PAID
07/30/2020	11651	CalPERS 457 Plan	-6,306.73	PAID
07/06/2020	11597	CoastsideNet, Inc.	-64.95	PAID
07/06/2020	11598	Comcast	-272.20	PAID
07/22/2020	11624	Fitzgerald Law Offices	-25,055.00	PAID
07/06/2020	11602	Kastama Strategic Consulting	-8,032.50	PAID
07/06/2020	11603	KBA Document Solutions	-61.74	PAID
07/30/2020	11652	Maze & Associates	-6,300.00	PAID
07/22/2020	11629	Office Depot	-159.87	PAID
07/22/2020	11630	Pacific Gas & Electric	-6,539.04	PAID
07/22/2020	11631	PARS	-795.68	PAID
07/22/2020	11632	PCT	-900.00	PAID
06/29/2020	11591	PNC Equipment Finance, LLC	-12,120.00	PAID
07/30/2020	11654	PNC Equipment Finance, LLC	-12,740.00	PAID
07/22/2020	11634	Rauch Communication Consultants, Inc.	-1,402.00	PAID
07/22/2020	11638	Standard Insurance Co.	-477.69	PAID
07/06/2020	11607	Tech Solutions	-600.00	PAID
07/06/2020	11608	U.S. Bank PARS	-9,596.53	PAID
07/30/2020	11655	U.S. Bank PARS	-8,911.10	PAID
07/06/2020	11610	White Glove Housekeeping	-620.00	PAID
08/06/2020	11658	ACWA/JPIA	-11,242.63	PAID
08/06/2020	11660	CoastsideNet, Inc.	-64.95	PAID
08/06/2020	11661	Comcast	-274.30	PAID
08/06/2020	11662	Eide Bailly	-8,000.00	PAID
08/06/2020	11664	Half Moon Bay Review	-351.00	PAID
08/06/2020	11659	Aztec Gardens	-850.00	
08/06/2020	11666	IEDA	-427.00	
08/06/2020	11667	Kastama Strategic Consulting	-2,992.50	
08/06/2020	11668	KBA Document Solutions	-72.77	
08/12/2020	11676	Maze & Associates	-5,000.00	
08/06/2020	11669	Office Depot	-359.36	
08/12/2020	11677	Office Depot	-102.68	
08/12/2020	11678	Parcel Quest	-1,799.00	
08/06/2020	11671	Rauch Communication Consultants, Inc.	-201.25	

08/12/2020

11681

White Glove Housekeeping

-520.00

WATER

07/06/2020	11593	Andreini Brothers, Inc.	-3,484.53	PAID
07/06/2020	11594	AT&T Mobility	-308.28	PAID
07/30/2020	11649	AT&T Mobility	-44.02	PAID
07/30/2020	11650	AT&T Mobility	-317.30	PAID
07/06/2020	11596	BSK Lab	-61.80	PAID
07/22/2020	11618	BSK Lab	-312.80	PAID
07/22/2020	11619	Calcon Systems, Inc.	-14,929.50	PAID
07/22/2020	11620	CLA-VAL	-1,506.68	PAID
07/06/2020	11611	Coastwest Fire Protection	-593.00	PAID
07/22/2020	11621	County of San Mateo Dept Public Works	-6,160.78	PAID
07/22/2020	11622	Esbro Chemical	-546.72	PAID
07/06/2020	11599	Hach Company	-4,474.00	PAID
07/22/2020	11625	Hach Company	-271.10	PAID
07/06/2020	11600	Half Moon Bay Building & Garden, Inc.	-238.09	PAID
07/06/2020	11601	Hassette Ace Hardware	-107.14	PAID
07/22/2020	11627	North Coast County Water District	-415.00	PAID
06/29/2020	11590	Pacific Gas & Electric	-1,175.61	PAID
07/06/2020	11604	Pacific Gas & Electric	-1,741.51	PAID
07/30/2020	11653	Pacific Gas & Electric	-1,383.30	PAID
07/06/2020	11605	R & B Company	-897.10	PAID
07/22/2020	11633	R & B Company	-2,125.80	PAID
07/06/2020	11606	SRT Consultants	-13,562.25	PAID
06/29/2020	11592	USA Blue Book	-947.25	PAID
07/22/2020	11639	USA Blue Book	-2,350.50	PAID
07/30/2020	11656	USA North 811	-255.16	PAID
07/06/2020	11609	Userware, Inc.	-8,885.00	PAID
07/30/2020	11657	Wells Fargo Remittance Center	-2,225.04	PAID
08/06/2020	11665	Hassette Ace Hardware	-236.94	PAID
08/06/2020	11670	Pacific Gas & Electric	-1,656.49	PAID
08/12/2020	11679	Strawflower Electronics, Inc.	-63.00	PAID
07/22/2020	11615	American Water Works Association	-445.00	
08/12/2020	11673	BSK Lab	-517.55	
08/06/2020	11663	Employment Development Department	-1,983.97	
07/22/2020	11642	Eric Hanson	-1,037.10	
07/22/2020	11623	First Republic Bank	-120,960.32	
08/12/2020	11675	First Republic Bank	-6,524.53	
08/06/2020	11672	SRT Consultants	-16,251.70	
07/22/2020	11640	Thomas & Mary Piller	-1,640.25	
07/22/2020	11641	Thomas & Mary Piller	-735.00	
08/12/2020	11680	USA Blue Book	-965.69	

SEWER

06/29/2020	11587	Alliant Insurance Services	-1,394.00	PAID
07/22/2020	11626	Hue & Cry Security Systems, Inc.	-391.80	PAID
07/22/2020	11628	Nute Engineering	-11,998.00	PAID
07/22/2020	11635	Sewer Authority Mid-Coastside	-21,179.42	PAID
07/22/2020	11636	Sewer Authority Mid-Coastside	-2,171.92	PAID
07/22/2020	11637	Sewer Authority Mid-Coastside	-132,053.08	PAID
07/14/2020	11613	U.S. Bank Global Corporate Trust	-44,081.03	PAID
08/12/2020	11674	Engineering Data Software Corp.	-10,973.55	



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 20, 2020**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: SAM Flow Report for June 2020

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 June 2020.
- Collection System Monthly Overflow Report – June 2020.

The Average Daily Flow for Montara was 0.258 MGD in June 2020. There was no reportable overflow in June in the Montara System. SAM indicates there were 0.03 inches of rain in June 2020.

RECOMMENDATION:

Review and file.

Attachments

Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, June 2020

June 2020

	Total	Number of S.S.O.'s			
		HMB	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
Total	0	0	0	0	0

12 Month Moving Total

	Total	12 month rolling Number			
		HMB	GCSD	MWSD	SAM
Roots	0	0	0	0	0
Grease	0	0	0	0	0
Mechanical	1	1	0	0	0
Wet Weather	0	0	0	0	0
Other	2	0	1	0	1
Total	3	1	1	0	1
		33%	33%	0%	33%

Reportable SSOs

	Total	Reportable Number of S.S.O.'s			
		HMB	GCSD	MWSD	SAM
June 2020	0	0	0	0	0
12 Month Moving Total	3	1	1	0	1

SSOs / Year / 100 Miles

	Total	Number of S.S.O.'s /Year/100 Miles			
		HMB	GCSD	MWSD	SAM
June 2020	0.0	0.0	0.0	0.0	0.0
12 Month Moving Total	2.9	2.7	3.0	0.0	13.7
Category 1	0.0	0.0	0.0	0.0	0.0
Category 2	0.0	0.0	0.0	0.0	0.0
Category 3	2.9	2.7	3.0	0.0	13.7
Miles of Sewers	104.5	37.0	33.2	27.0	7.3
		35.4%	31.8%	25.8%	7.0%

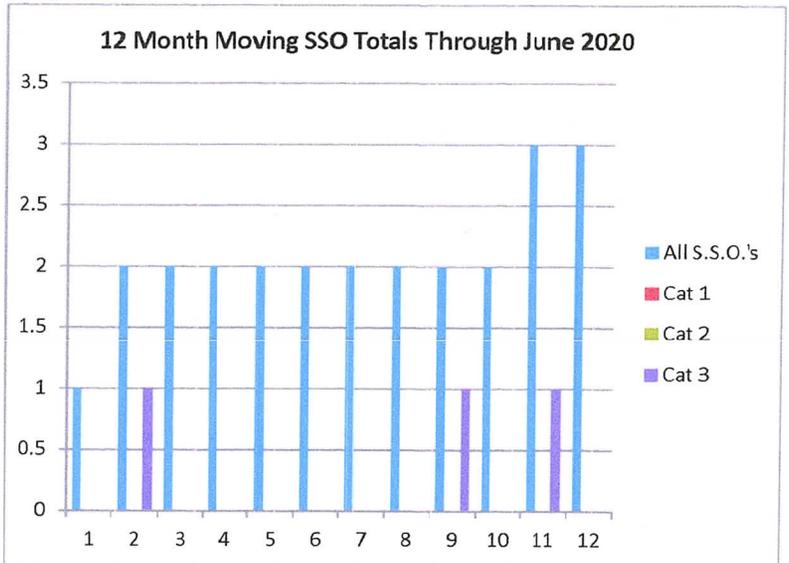
12 Month Rolling Total Sewer Cleaning Summary

Month	HMB	GCSD	MWSD	Total Feet	Total Miles
July - 19	8,754	18,560	9,511	36,825	7.0
Aug - 19	8,042	22,405	15,720	46,167	8.7
Sept - 19	7,292	18,063	11,618	36,973	7.0
Oct - 19	16,104	14,144	13,611	43,859	8.3
Nov - 19	6,171	23,308	10,135	39,614	7.5
Dec - 19	6,660	18,277	9,422	34,359	6.5
Jan - 20	6,947	11,809	11,218	29,974	5.7
Feb - 20	7,403	7,463	10,503	25,369	4.8
Mar - 20	10,957	11,948	10,023	32,928	6.2
Apr - 20	9,893	10,803	10,420	31,116	5.9
May - 20	10,453	12,618	10,308	33,379	6.3
June - 20	11,026	17,691	6,463	35,180	6.7

Annual ft	109,702	187,089	128,952	425,743	
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Annual Mi.	20.8	35.4	24.4		80.6
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Attachment C



Attachment A

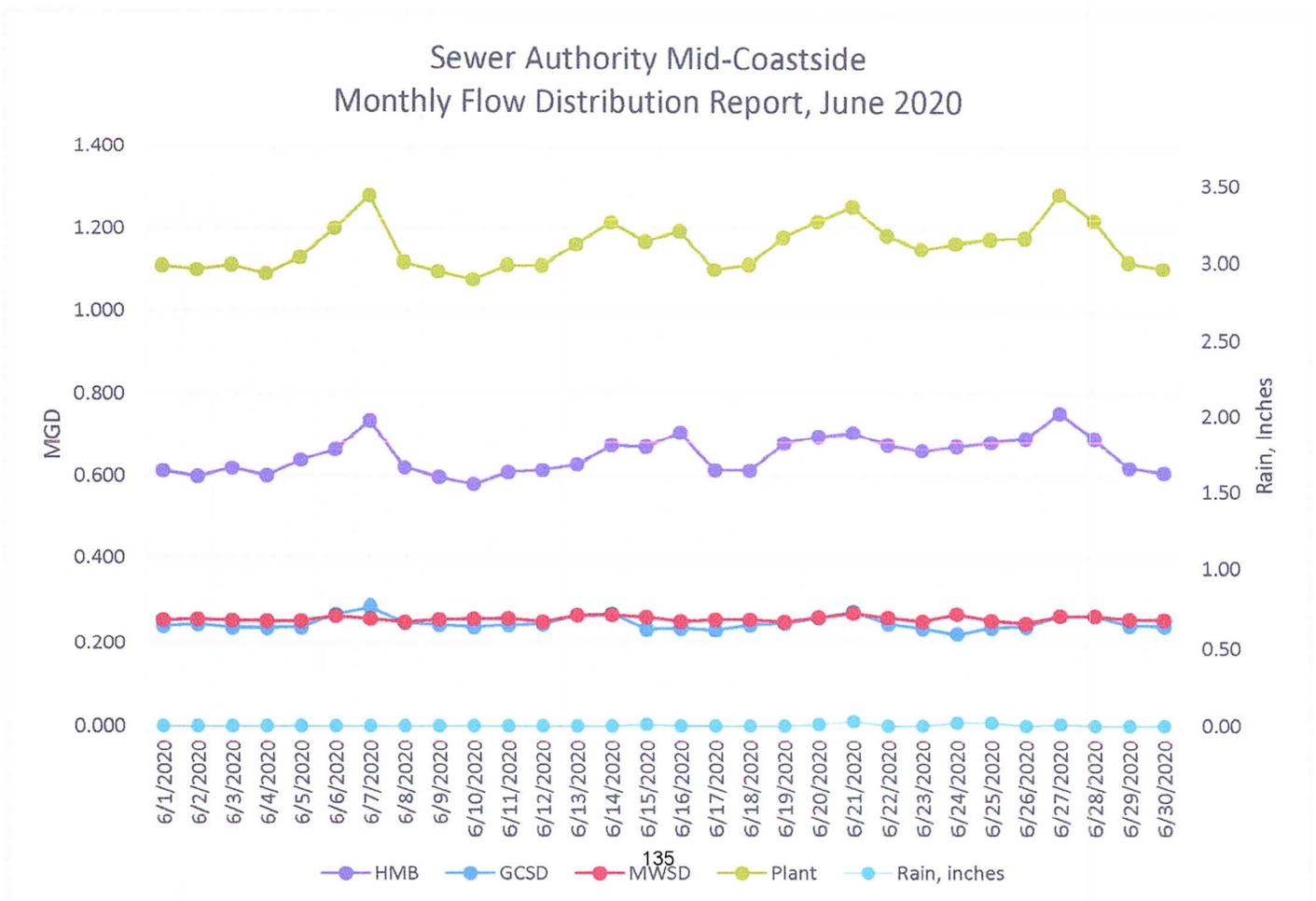
Flow Distribution Report Summary for June 2020

The daily flow report figures for the month of June 2020 have been converted to an Average

Daily Flow (ADF) for each Member Agency.
The results are attached for your review.

The summary of the ADF information is as follows:

	<u>MGD</u>	<u>%</u>
The City of Half Moon Bay	0.651	56.3%
Granada Community Services District	0.248	21.4%
Montara Water and Sanitary District	<u>0.258</u>	<u>22.3%</u>
Total	1.157	100.0%



Sewer Authority Mid-Coastside

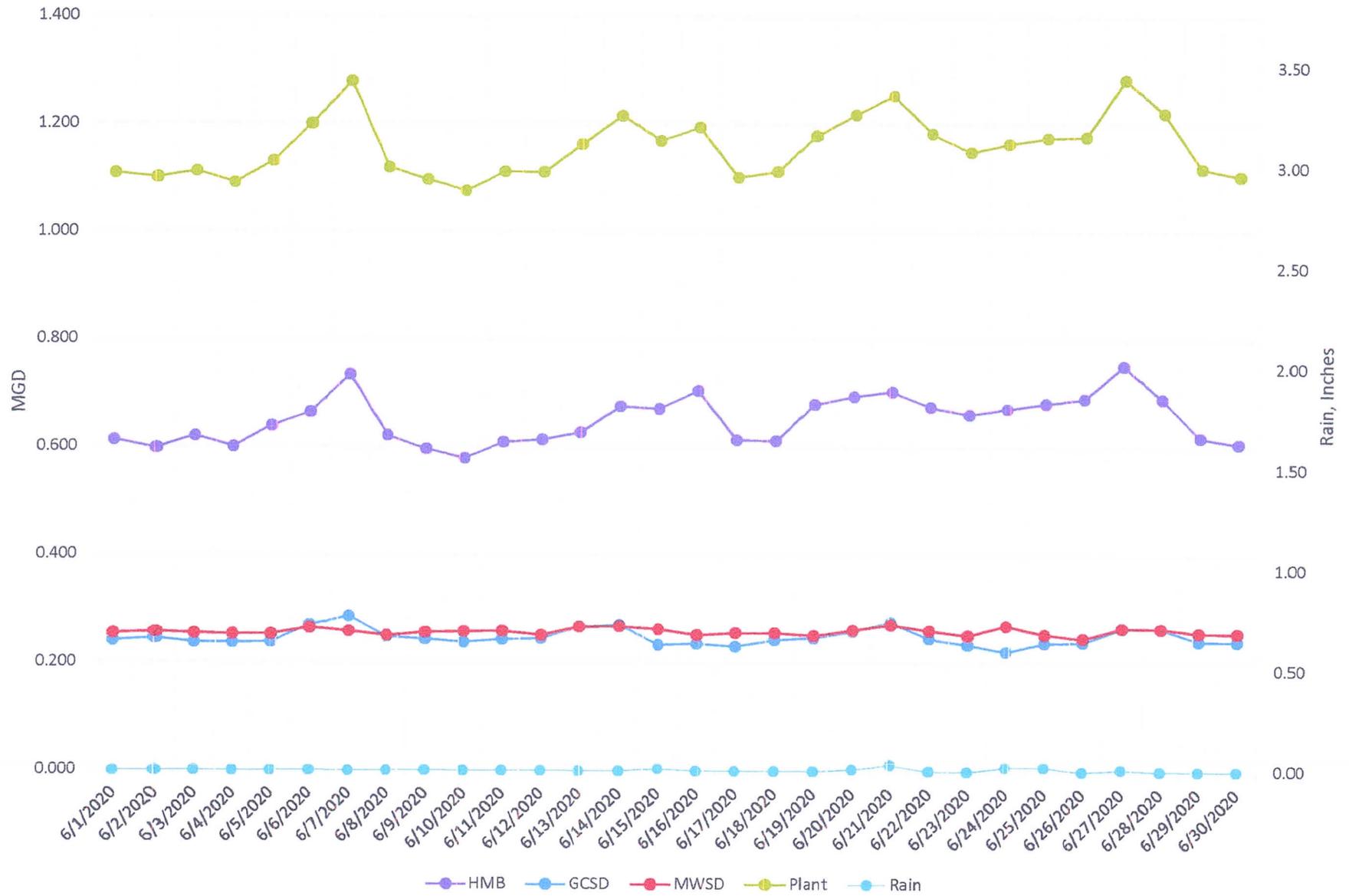
Monthly Flow Distribution Report for June 2020

<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>
6/1/2020	0.613	0.241	0.255	1.109	0.00	0.00	0.00
6/2/2020	0.599	0.245	0.257	1.101	0.00	0.00	0.00
6/3/2020	0.620	0.238	0.254	1.112	0.00	0.00	0.00
6/4/2020	0.601	0.237	0.253	1.091	0.00	0.00	0.00
6/5/2020	0.639	0.238	0.253	1.131	0.00	0.00	0.00
6/6/2020	0.665	0.270	0.265	1.200	0.00	0.00	0.00
6/7/2020	0.735	0.286	0.258	1.279	0.00	0.00	0.00
6/8/2020	0.621	0.248	0.250	1.119	0.00	0.00	0.00
6/9/2020	0.597	0.244	0.256	1.096	0.00	0.00	0.00
6/10/2020	0.579	0.239	0.258	1.076	0.00	0.00	0.00
6/11/2020	0.609	0.244	0.259	1.112	0.00	0.00	0.00
6/12/2020	0.614	0.245	0.251	1.111	0.00	0.00	0.00
6/13/2020	0.628	0.268	0.267	1.162	0.00	0.00	0.00
6/14/2020	0.676	0.271	0.268	1.215	0.00	0.00	0.00
6/15/2020	0.672	0.234	0.263	1.169	0.01	0.00	0.00
6/16/2020	0.706	0.236	0.252	1.194	0.00	0.00	0.00
6/17/2020	0.614	0.231	0.256	1.102	0.00	0.00	0.00
6/18/2020	0.613	0.244	0.256	1.112	0.00	0.00	0.00
6/19/2020	0.681	0.247	0.251	1.179	0.00	0.00	0.00
6/20/2020	0.696	0.260	0.262	1.218	0.01	0.01	0.01
6/21/2020	0.705	0.277	0.272	1.253	0.03	0.01	0.00
6/22/2020	0.676	0.246	0.261	1.183	0.00	0.00	0.00
6/23/2020	0.662	0.236	0.252	1.150	0.00	0.00	0.00
6/24/2020	0.673	0.222	0.270	1.164	0.02	0.01	0.00
6/25/2020	0.683	0.238	0.254	1.175	0.02	0.02	0.02
6/26/2020	0.691	0.240	0.247	1.178	0.00	0.00	0.00
6/27/2020	0.753	0.265	0.266	1.284	0.01	0.00	0.00
6/28/2020	0.691	0.265	0.265	1.221	0.00	0.00	0.00
6/29/2020	0.619	0.242	0.257	1.119	0.00	0.00	0.00
6/30/2020	0.607	0.241	0.256	1.105	0.00	0.00	0.00
Totals	19.537	7.437	7.744	34.718	0.10	0.05	0.03

Summary

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.579	0.222	0.247	1.076
Average	0.651	0.248	0.258	1.157
Maximum	0.753	0.286	0.272	1.284
Distribution	56.3%	21.4%	22.3%	100.0%

Sewer Authority Mid-Coastside Monthly Flow Distribution Report, June 2020

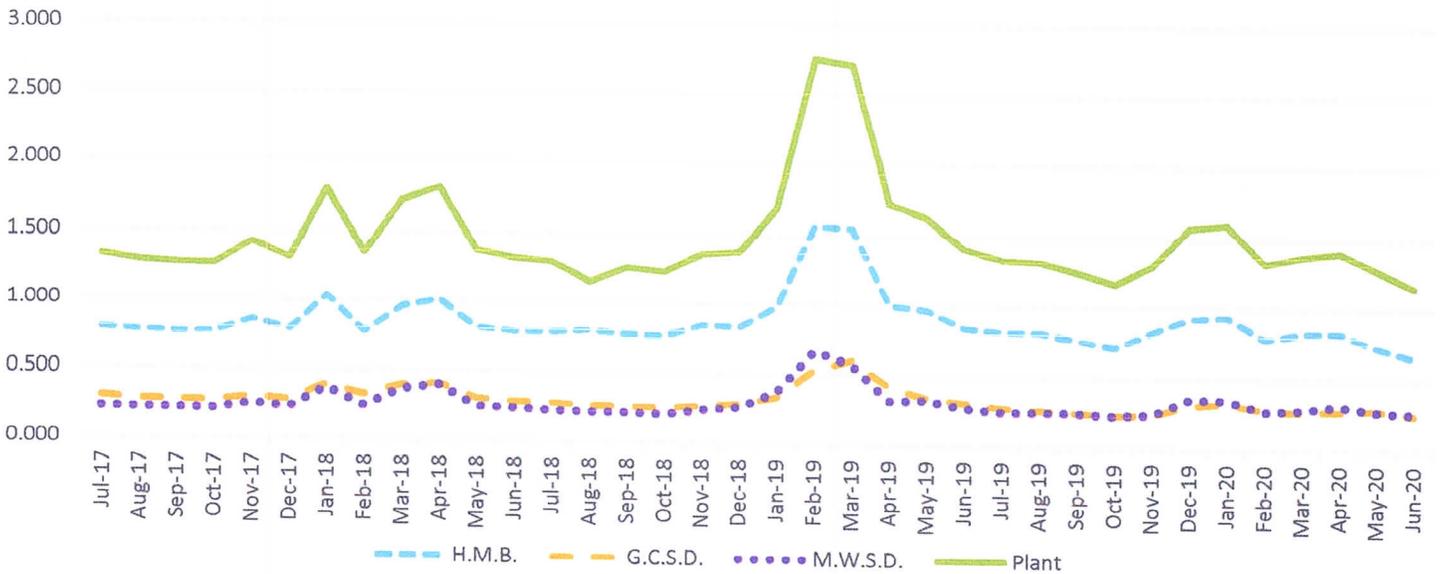


Most recent flow calibration September 2019 PS, September 2019 Plant

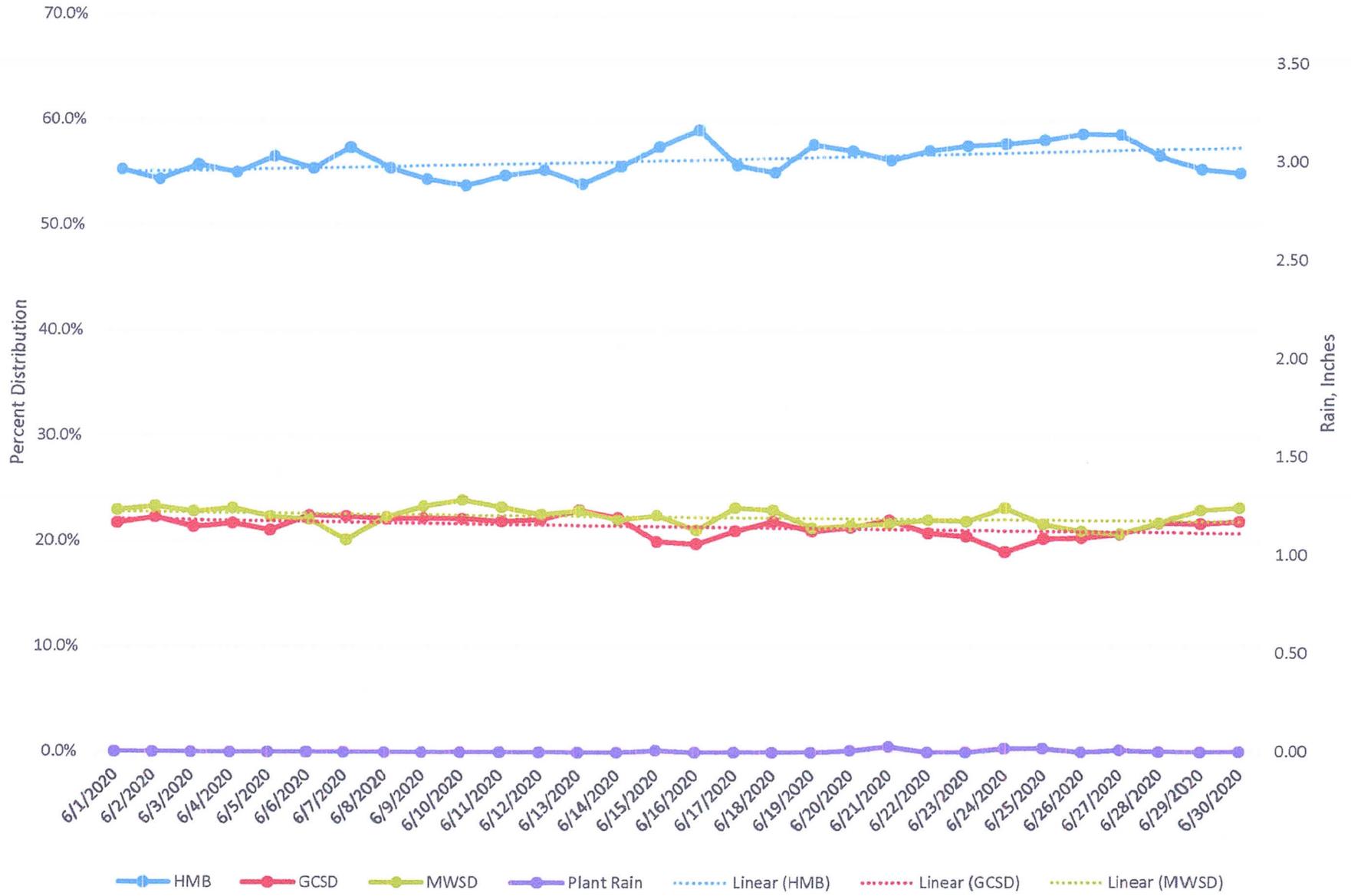
One Year Flow Chgart
July 2019 - June 2020



Three Year Flow Chart
July 2017 - June 2020

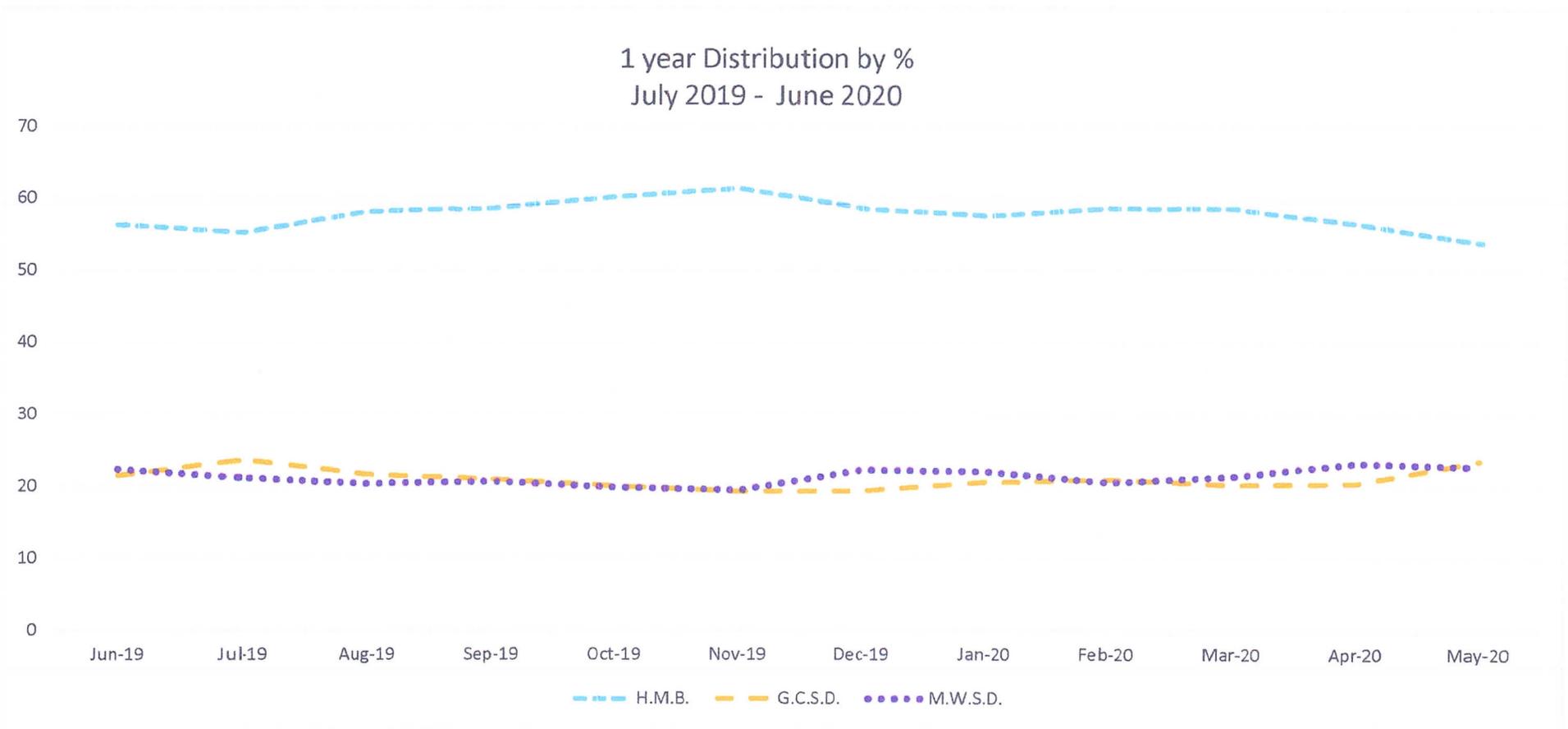


Percent Distribution June 2020



Flow based percent distribution based for past year

1 year Distribution by %
July 2019 - June 2020





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: August 20, 2020

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Review of Current Investment Portfolio

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

- The District has most of its idle sewer funds deposited in the State of California's Local Agency Investment Fund (LAIF). The Monthly Average interest rate for July 2020 the rate was 0.920%.
- The District has one checking account with Wells Fargo Bank for Water and Sewer Funds that is largely backed by Federal securities.

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: August 20, 2020

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

SUBJECT: Connection Permit Applications Received

As of August 20, 2020 the following new Sewer Connection Permit application was received since the last report:

Date of Application	Property Owner	Site Address	Home Size

As of August 20, 2020 the following new Water (Private Fire Sprinkler) Connection Permit application was received since the last report:

Date of Application	Property Owner	Site Address	Home Size

As of August 20, 2020 the following new Water Connection Permit application was 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: August 20th, 2020

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

SUBJECT: Monthly Water Production Report

The attached two charts summarize the monthly water production for the District.

The first shows a consolidated 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.

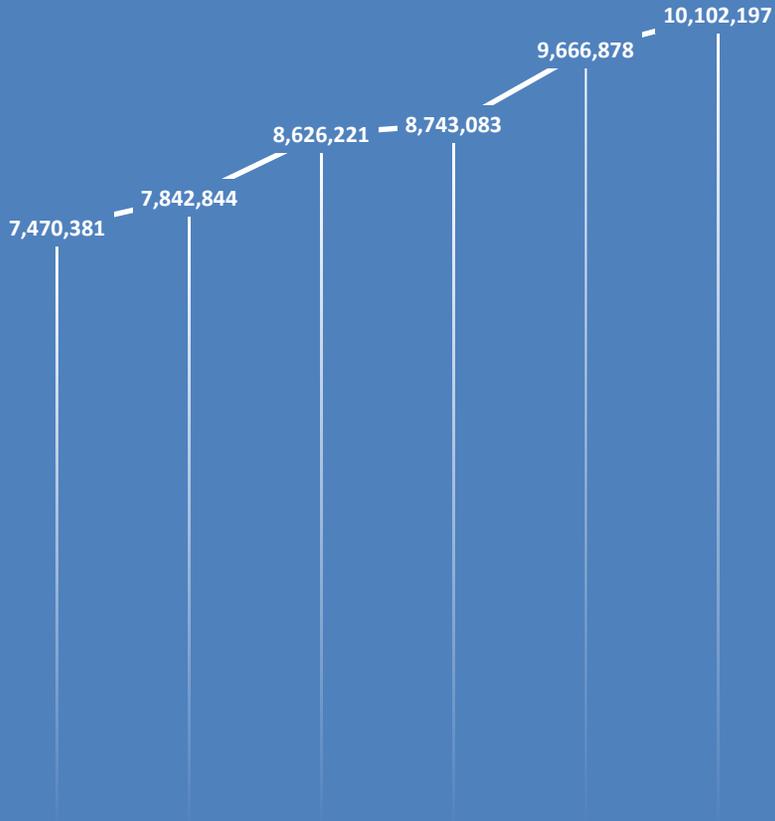
RECOMMENDATION:

No action is required. These reports are provided for the Board's information only.

Attachments: 2

TOTAL PRODUCTION 2020 (GALLONS)

GALLONS



	January	February	March	April	May	June	July	August	September	October	November	December
Total Production (Gallons)	7,470,381	7,842,844	8,626,221	8,743,083	9,666,878	10,102,197						

MONTH



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting of: August 20th, 2020

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Rain Report

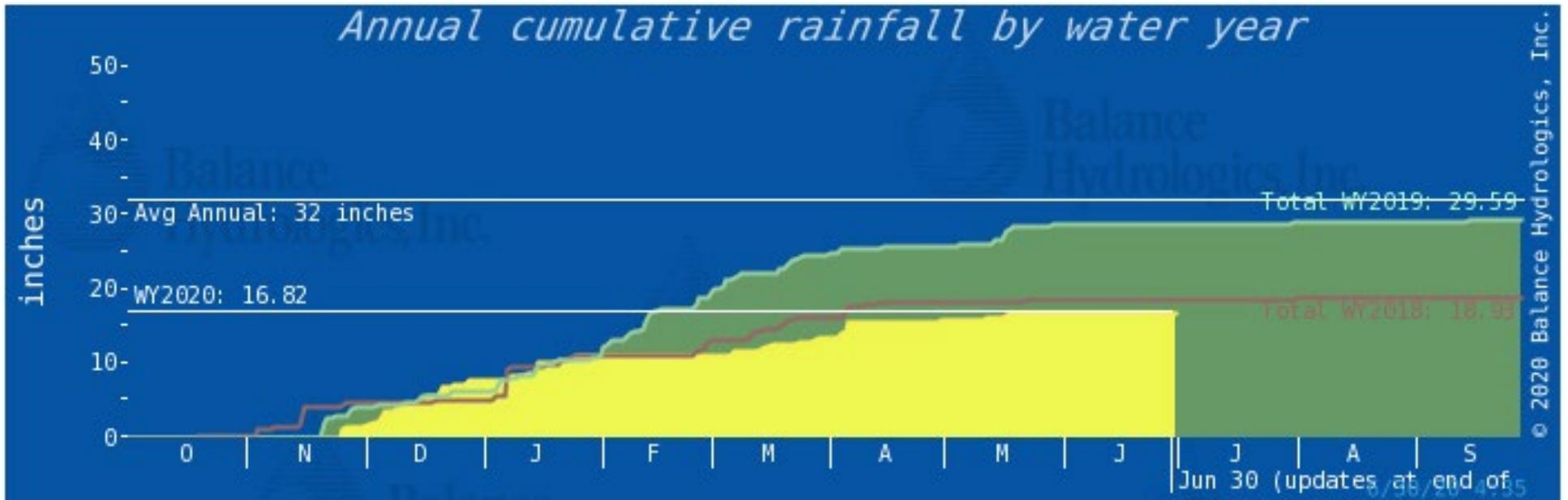
The attached chart shows the monthly rainfall at Alta Vista Treatment Plant for the current and prior water years along with seven-year average rain fall.

RECOMMENDATION:

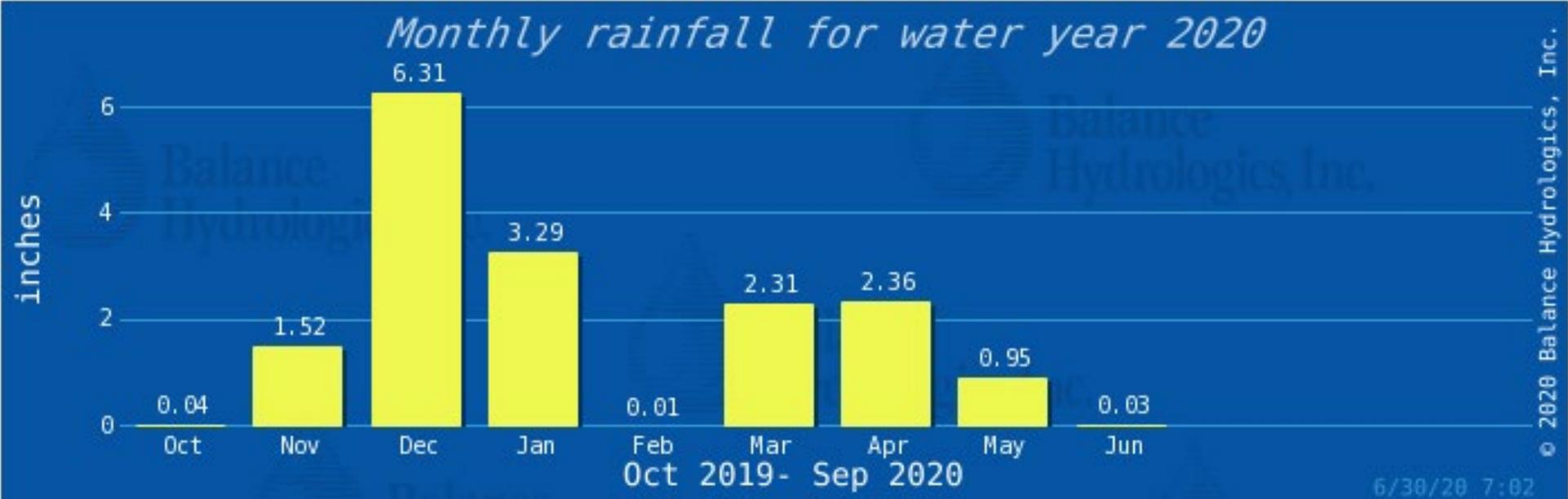
No action is required. These reports are provided for the Board's information only.

Attachments: 2

Annual Cumulative Rainfall



Monthly Cumulative Rainfall





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: August 20th, 2020

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Monthly Solar Energy Report

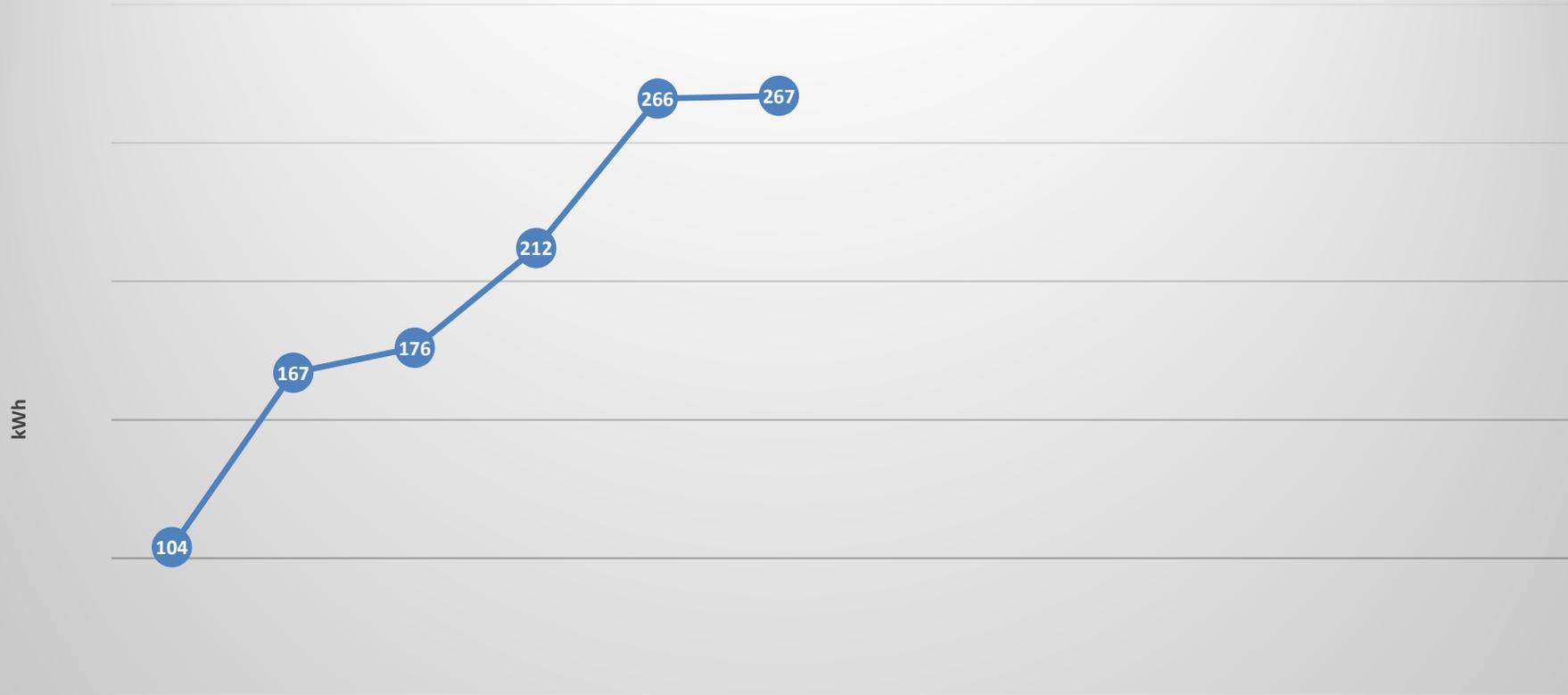
The attached chart summarizes the monthly solar production at the Alta Vista Array. Since the installation of the solar panels the District produced 44,955 kWh and saved 76,423 lbs of CO₂.

RECOMMENDATION:

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

Attachments: 1

SOLAR ENERGY PRODUCED IN 2020 (kWh)



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
total kWh	104	167	176	212	266	267						



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 20, 2020**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Monthly Public Agency Retirement Service
Report for May 2020.**

The District has received the monthly PARS report for May 2020.

Contributions are calculated on a bi-weekly basis, and contributions are made on a monthly basis.

The following monthly reports are submitted as consent agenda items on a monthly basis.

RECOMMENDATION:

This is for Board information only.

Attachment



**Montara Water and San
Retirement Enhancement Plan**

**Monthly Account Report for the Period
5/1/2020 to 5/31/2020**

Clemens H. Heldmaier
General Manager
Montara Water and San
P.O. Box 370131
Montara, CA 94037

Plan ID: P7-REP15A

Account Summary

Source	Beginning Balance as of 5/1/2020	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 5/31/2020
Contributions	\$798,483.67	\$9,652.94	\$29,756.88	\$368.02	\$1,095.22	\$0.00	\$836,430.25
TOTAL	\$798,483.67	\$9,652.94	\$29,756.88	\$368.02	\$1,095.22	\$0.00	\$836,430.25

Investment Selection

PARS Capital Appreciation INDEX PLUS

Investment Objective

The primary goal of the Capital Appreciation objective is growth of principal. The major portion of the assets are invested in equity securities and market fluctuations are expected.

Investment Return

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
GENERAL	3.72%	-0.11%	5.57%	5.53%	-	-	03/08/16

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value.

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.

Account balances are inclusive of Trust Administration, Trustee and Investment Management fees.

Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 20, 2020**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Review and Possible Action Concerning
Adoption of Appropriations Limit for FY 2020-
2021**

Article XIII B of the California State Constitution, commonly referred to as the Gann Initiative or Gann Appropriations Limit, was adopted by California voters in 1980 and placed limits on the amount of proceeds of taxes that State and local agencies can appropriate and spend each year.

The limit is different for every agency and changes each year. The annual limit is based on the amount of tax proceeds that were authorized to be spent in fiscal year 1978-79, modified for changes in inflation and population. Inflationary adjustments are based on increases in the California per capita income and changes in County population.

The appropriation limit for the prior fiscal year was \$2,392,041. Factoring in San Mateo County's County overall area's change in population (0.13%), and the change in the California per capita personal income (3.73%) provides the appropriation limit for the new fiscal year. This information is found in the State Department of Finance report received in May 2020. Based on these adjustments the appropriation limit for Fiscal Year 2020-2021 is \$2,478,038. This is the maximum amount of tax proceeds the District is able to spend in fiscal year 2020-2021. As the attached worksheet shows, the District is \$1,510,769 below its Gann Limit.

Section 7910 of the State Government Code requires a governing body to annually adopt, by resolution, an Appropriations Limit for the upcoming fiscal year.

RECOMMENDATION:

Adopt Resolution No. _____, Resolution of the Montara Water and Sanitary District Determining the 2020-2021 Appropriation Limit.

Attachment

RESOLUTION NO. _____

**RESOLUTION OF THE MONTARA WATER AND
SANITARY DISTRICT DETERMINING THE 2020-2021
APPROPRIATION LIMIT**

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 District, on the basis of appropriations limit calculations, which have been on file and available for public review in the office of the Secretary of the District, has calculated the maximum limit applicable to the appropriations of tax proceeds for the Fiscal Year 2020-2021 to be the sum of Two Million Four Hundred Seventy Eight Thousand And Thirty Eight Dollars (\$2,478,038).
2. The basis for said calculations are available and on file in the office of the Secretary of said District.
3. The Secretary shall post this Resolution at the official places of posting.

COUNTERSIGNED:

President, Montara Water and Sanitary District

Secretary, Montara Water and Sanitary District

* * *

I HEREBY CERTIFY that the foregoing Resolution No. _____ was duly and regularly adopted and passed by the Board of the Montara Water and Sanitary District, San Mateo County, California, at a meeting thereof on the 20th day of August 2020, by the following vote:

AYES, Directors:

NOES, Directors:

ABSENT, Directors:

Secretary, Montara Water and Sanitary District

MONTARA WATER AND SANITARY DISTRICT

Appropriation Limit FY 2020/2021

USER FEES	SUB-TOTAL	TOTAL	
SEWER			ASSUMPTIONS: FY 19/20 Appropriations Limit: \$2,392,041 May 2020 State Department of Finance Report: Per Capita Personal Income Increase: 3.73% San Mateo County Population Change = (0.13%) Unincorporated Populartion change = (0.60%) <u>Calculations:</u> $1.0373 \times (0.9987) = 1.03595151$ $1.03595151 \times \$2,392,041 = 2,478,038$ \$2,478,038 APPROPRIATIONS LIMIT FOR FY 20/21 $\$2,478,038$ $-\$967,269$ $\$1,510,769$ <u>BELOW GANN LIMIT</u>
Sewer Service Charges	\$ 3,246,487.00		
Sewer Connection Fees	\$ 150,000.00		
Application and Inspection Fees	\$ 13,100.00		
WATER			
Water Sales and Charges	\$ 1,896,000.00		
Water Connection Fees	\$ 150,000.00		
Water Application Fees	\$ 15,000.00		
Water Reliability Charge	\$ 1,000,000.00		
TOTAL		\$ 6,470,587.00	
LESS:			
Total Operating Expenses-Sewer	\$ 2,733,639.00		
Total Operating Expenses-Water	\$ 1,885,377.00		
Debt Instruments:			
Water Loan Costs	\$ 318,000.00		
Sewer Loan Costs	\$ 128,627.00		
TOTAL		\$ 5,065,643.00	
USER FEES IN EXCESS OF COSTS:		\$ 1,404,944.00	
ADD:			
User Fees in Excess of Costs:	\$ 1,404,944.00		
Taxes	\$ 550,000.00		
Franchise Fee	\$ 24,000.00		
Interest Income	\$ 60,000.00		
Operating Income or loss (From Audit)	\$ (1,071,675.00)		
TOTAL		\$ 967,269.00	
TOTAL APPROPRIATIONS SUBJECT TO LIMIT FOR FY 2020/21:		\$ 967,269.00	



May 2020

Dear Fiscal Officer:

Subject: Price Factor and Population Information

Appropriations Limit

California Revenue and Taxation Code section 2227 requires the Department of Finance to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2020, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2020-21. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2020-21 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. California Revenue and Taxation Code section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. The code section and the California Constitution can be accessed at the following website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2020.**

Please Note: The prior year's city population estimates may be revised. The per capita personal income change is based on historical data. Given the stay-at-home orders due to COVID-19, growth in the coming years may be substantially lower than recent trends.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

/s/ Keely Martin Bosler

KEELY MARTIN BOSLER
Director

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2020-21 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2020-21	3.73

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2020-21 appropriation limit.

2020-21:

Per Capita Cost of Living Change = 3.73 percent
Population Change = 0.22 percent

Per Capita Cost of Living converted to a ratio:	$\frac{3.73 + 100}{100} = 1.0373$
---	-----------------------------------

Population converted to a ratio: $\frac{0.22 + 100}{100} = 1.0022$

Calculation of factor for FY 2020-21: $1.0373 \times 1.0022 = 1.0396$

Fiscal Year 2020-21

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2019 to January 1, 2020 and Total Population, January 1, 2019

<u>County</u> <u>City</u>	<u>Percent Change</u>	<u>--- Population Minus Exclusions ---</u>		<u>Total</u> <u>Population</u>
	<u>2019-2020</u>	<u>1-1-19</u>	<u>1-1-20</u>	<u>1-1-2020</u>
San Mateo				
Atherton	-0.18	7,044	7,031	7,031
Belmont	-0.63	26,983	26,813	26,813
Brisbane	-0.56	4,659	4,633	4,633
Burlingame	-0.67	30,320	30,118	30,118
Colma	14.05	1,516	1,729	1,729
Daly City	-0.52	109,710	109,142	109,142
East Palo Alto	-0.60	30,979	30,794	30,794
Foster City	-0.54	33,211	33,033	33,033
Half Moon Bay	-0.39	12,480	12,431	12,431
Hillsborough	-0.03	11,421	11,418	11,418
Menlo Park	-0.57	35,319	35,118	35,254
Millbrae	-0.66	22,983	22,832	22,832
Pacifica	-0.64	38,579	38,331	38,331
Portola Valley	-0.35	4,623	4,607	4,607
Redwood City	0.71	86,139	86,754	86,754
San Bruno	-0.19	45,542	45,454	45,454
San Carlos	1.66	29,652	30,145	30,145
San Mateo	-0.47	103,569	103,087	103,087
South San Francisco	0.98	67,221	67,879	67,879
Woodside	0.23	5,663	5,676	5,676
Unincorporated	-0.60	66,483	66,083	66,083
County Total	-0.13	774,096	773,108	773,244

$(100-0.60)/100=0.9940$
Unincorporated

$(100-0.13)/100=0.9987$
County

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 20, 2020**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Review and Possible Action Concerning
Employee Wellness Program.**

The District has an established Wellness Program for its full-time employees whereby the District will contribute twenty-five dollars (\$25.00) monthly towards a health or fitness expenditure of their choice, upon proper documentation by the employee.

The District was once more awarded a Wellness Grant over \$272 in July from the Association of California Water Agencies Joint Powers Insurance Authority (ACWA JPIA). Voluntary Wellness programs of formal and informal activities are designed to improve the health and well-being employees and reduce or eliminate personal problems affecting employee health and work productivity. Wellness programs have the potential to decrease absenteeism, improve productivity, improve employee retention, leads to a more energetic, positive and productive workplace, lower overall health care costs, and reduce on-the-job accidents and injuries. The current pandemic has further increased the need to support and encourage employees self-care.

The program was authorized from September to September each year. If all employees participate and ask for the full monthly reimbursement the annual cost would amount to a total of \$2,120.

Recommendation:

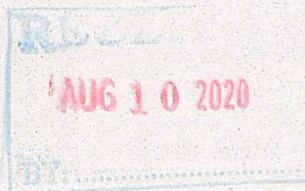
Authorize up to \$2,120 of District funds for contributions to MWSD full time employee's participation in wellness activities of \$25 per month per employee after proof of payment by the employee.

Attachment



July 31, 2020

Clemens Heldmaier - mwsd@coastside.net
Tracy Beardsley - clerk.mwsd@coastside.net
Montara Water & Sanitary District



RE: ACWA JPIA 2020 Wellness Grant

Dear Clemens and Tracy,

Congratulations! The 2020 Wellness Grant Application for Montara Water & Sanitary District has been approved in the amount of \$272. Due to an overwhelming response this year, it was necessary for us to reduce the 2020 amounts awarded to 85% of the amount requested. We will send a check directly to Montara Water & Sanitary District within the next 30 days.

Please follow the guidelines below to ensure proper use and documentation of wellness grant funds.

- Please save your receipts for your purchases. Once you have used all of the funds, submit them to the JPIA at jrech@acwajpia.com. All funds must be used by **June 30, 2021**.
- If you are interested in engaging a speaker from Anthem Blue Cross for your wellness program, please let me know and I will put you in touch with the appropriate contact at Anthem. You will pay the speaker directly using your wellness funds.
- Safety equipment, services, and training are not considered eligible wellness grant expenses. However, wellness grant funds may be used to purchase face masks/coverings for employees to help stop the spread of COVID-19. This does not include masks and respirators used by field employees that are required by OSHA for work safety.
- Teambuilding events, luncheons or food for staff will only be considered a reimbursable wellness grant expense if food or luncheon is composed of healthy food choices, and/or has a wellness component (e.g. a wellness speaker or wellness activity).

If you have any questions regarding your grant please contact me at (916) 474-1773. Thank you for your participation.

A handwritten signature in black ink, appearing to read 'Jackie Rech'.

Jackie Rech
Employee Benefits Account Manager

ACWA JPIA
PO BOX 619082
Roseville, CA 95661-3700
(800) 231-5742

California Bank and Trust
520 Capitol Mall
Suite 100
Sacramento, CA 95814-4714

198
Date: 08/05/2020

Pay To
The Order Of MONTARA WATER AND SANITARY DISTRICT
Two Hundred Seventy Two Dollars

\$**272.00**

MONTARA WATER AND SANITARY DISTRICT
P.O. BOX 370131
MONTARA, CA 94037
United States

[Signature]
[Signature]

Void after 6 months

103001196111

10001981121002042111

ACWA JPIA
V000625--MONTARA WATER AND SANITARY DISTRICT
Print As: MONTARA WATER AND SANITARY DISTRICT

P.O. BOX 370131
MONTARA, CA 94037

198
California Bank and Trust
CBTGen 1961 1961
Date: 08/05/2020

Date	Bill #	Memo	Reference Number	Department ID	Agency	Amount Entered	Term	Amount Paid
08/03/2020	218	WELLNESS GRANT 2020	WELLNESS GRANT	P80	JPIA	\$272.00	\$0.00	\$272.00
25001~JPIA Accounts Pay								\$272.00

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MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 20, 2020**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Uncontested MWSD November 3, 2020 Election

MWSD's Board of Directors 2020 election is uncontested. Director Slater-Carter and Director Boyd are expected to serve one more 4 year term from December 2020 to December 2024. Director Peter Dekker, who was appointed to a vacated 2018-2022 term, is expected to complete the term to December 2022.

RECOMMENDATION:

This is for information only.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 20, 2020**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: General Manager's Report

Operations: MWSD Operations staff repaired 1 water distribution leak, responded to 42 Underground Service Alerts, investigated 9 customer leaks, 1 water quality complaint, 6 move in/out, prepared and took quarterly water sampling, tested 26 backflow devices, installed 1 new meter, painted and service 8 hydrants, replaced one meter stop, exercised 14 valves, inspected and serviced 21 PRV stations, mounted and replumbed new Schoolhouse booster pump, distributed lead and copper samples.

Final Protest Prop 218 Protest Count: As announced at the Public Hearing on June 4, a total of 392 protests was received. Of those 126 protests were found to be invalid. Examples for invalid protests are protests submitted for properties outside MWSD, duplicate protest votes, and protests submitted by residents that do not receive the relevant service. 266 protests were found to be valid protests.

Projects: The Highway 1 crossing Sewer Project is also close to completion. Hydroseeding on MWSD property is still outstanding. A possible change order to further improve the MWSD access road runoff may be brought to the MWSD board soon.

Covid-19: MWSD offices remain closed to the public since March 16. SOP's for Covid-19 office and employee safety were updated since new health orders were issued. Non-essential construction and permitting is allowed in SMC and MWSD operations is working at full capacity always adhering to social distancing guidelines.

Vacation: The General Manager will be on vacation on August 24.

RECOMMENDATION:

This is for Board information only.