



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

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

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

# AGENDA

**District Board of Directors**

**May 20, 2021 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/85967107352?pwd=bWswZHFCOCswZ0d2MEFNQzdPdVVnQT09>

MEETING ID: 859 6710 7352

Password: 906709

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](mailto: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](http://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](mailto: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 (none)**

## **OLD BUSINESS (none)**

## **NEW BUSINESS**

1. [Review and Possible Action Concerning Sewer Authority Mid-Coastside Fiscal Year 2021-2022 General Budget.](#)
2. [Review of Drought Contingency Plan.](#)
3. [Review and Possible Action Regarding PFAS Regulations.](#)

## **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**

## **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. Ct. No. 17CV316927)

## **CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION**

- Significant Exposure to Litigation pursuant to aragraph (2) of subdivision (d) of Gov. Code § 54956.9 (1 potential case)
- Initiation of Litigation pursuant to paragraph (4) of subdivision (d) of Government Code §54956.9(d)(4) (1 potential case)

**CONFERENCE WITH REAL PROPERTY NEGOTIATORS** (Government Code §54956.8)

Property: 771 Rivera Rd., Montara, CA

Agency Negotiator(s): District General Manager; District General Counsel; District Real Estate Broker

Negotiating parties: Coast Wholesale Florists, a corporation/Miller-Havice Ranch

Under Negotiation: Price and Terms of Payment.

**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 AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 20, 2021**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Review and Possible Action Concerning Sewer Authority Mid-Coastside Fiscal Year 2021-2022 General Budget.**

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At the SAM Board of Directors meeting on April 26, 2021, the SAM Board approved the SAM Collections Budget for Fiscal Year 2021/22 to be sent to the member agencies for consideration and approval.

The SAM board failed to approve sending the SAM General Budget for member agency consideration and approval. The City of HMB's SAM representatives stated that the city requests that the infrastructure portion be removed from the general SAM budget and voted subsequently against the general budget. SAM's legal counsel commented that the current Joint Powers Agency agreement requires the inclusion of infrastructure portion in the general budget.

At the SAM Board of Directors meeting on May 10 the General Budget was approved in the form it was presented to the board on April 26 and to the managers in the weeks before.

The overall General Budget is suggested to decrease by \$43,521, or 1% over the prior Fiscal Year. The 2021/22 assessment for MWSD for the General Budget is \$1,532,602 and would decrease by \$52,029, or 3%.

The SAM General Manager will be available to present the General Budget.

## RECOMMENDATION:

Adopt Resolution, No.\_\_\_\_, Resolution of the Montara Water and Sanitary District Consenting to Approval by Sewer Authority Mid-Coastside of its General Budget for Fiscal Year 2021-2022.

Attachments

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

**RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT CONSENTING TO APPROVAL BY SEWER AUTHORITY MID-COASTSIDE OF ITS GENERAL BUDGET FOR FISCAL YEAR 2021-2022**

**WHEREAS**, Sewer Authority Mid-Coastside has, pursuant to Article III, Section (F)(3) of the joint exercise of powers agreement dated February 3, 1976, as amended, establishing said Authority, submitted its General Budget for fiscal year July 1, 2021 – June 30, 2022 for the consent of this District; and

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

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

1. Consent is hereby given to the approval by Sewer Authority Mid-Coastside of its General Budget for fiscal year 2021-2022 entitled, “General Budget – Fiscal Year 2021/22,” a copy of which is on file in the District’s Administrative Offices to which reference is hereby made for the particulars thereof.

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

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

COUNTERSIGNED:

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

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

**RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT CONSENTING TO APPROVAL BY SEWER AUTHORITY MID-COASTSIDE OF ITS GENERAL BUDGET FOR FISCAL YEAR 2021-2022**

\* \* \* \*

I HEREBY CERTIFY that the foregoing Resolution No. \_\_\_\_\_ was duly and regularly passed and adopted by the Board of the Montara Water and Sanitary District, County of San Mateo, California, at a Regular Meeting thereof held on the 20th day of May, 2021, by the following vote:

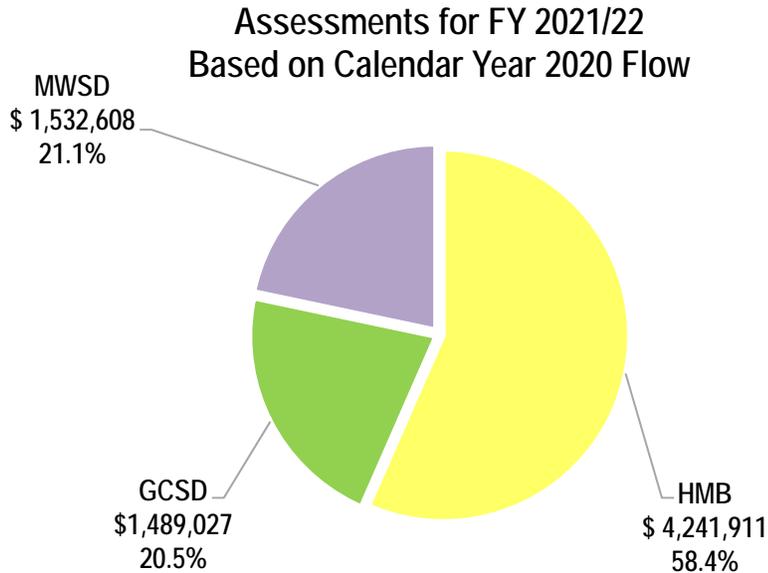
AYES, Directors:

NOES, Directors:

ABSENT, Directors:

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





**Strategic Plan Compliance**

The recommendations in the proposed budget comply with SAM Strategic Plan Goal 3: “Consider long-term costs and ensure that finances are stable and understandable by the board, member agencies, and the public.”

**Background and Discussion/Report**

At the SAM Board Meeting on April 26 the Board could not reach agreement on sending the draft General Budget to the member agencies for approval as Half Moon Bay indicated that the Capital Infrastructure Projects should be separately listed and voted as an “Infrastructure Budget” Subsequently, General Manager reached out to General Counsel for an opinion. Attached is the opinion of the General Counsel.

This was again discussed with the Member Agency Managers at their meeting on May 4 and it was agreed upon to recommend SAM Board to accept the Budget as presented at the earlier meeting on April 26<sup>th</sup>.

The General Budget includes all operation and maintenance (O&M) costs for SAM and are allocated to four divisions: Administrative Services, Treatment, Environmental Compliance, and Infrastructure. The proposed budget includes obligations for wages and benefits defined in employment and bargaining contracts, increases in retirement contributions, and other non-discretionary expenses.

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BOARD MEMBERS:	M. Clark D. Penrose	B. Dye D. Ruddock	R. Lohman K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd J. Harvey	E. Suchomel H. Rarback	P. Dekker

Staff made the following assumptions in determining changes from the FY 2020/21 adopted budget.

- Projects in the SAM Board of Directors approved FY 2021/22 Infrastructure Plan will be implemented. The Infrastructure Plan was approved in the Board Meeting on Feb 22, 2021.
- The positions of Engineering & Construction Contracts Manager and Accounting Technician continues to be defunded.
- All applicable merit step increases will be earned per the MOU with Local No. 39.
- All authorized positions are funded. Salaries for filled positions are estimated at one step up. Salaries for currently vacant positions are estimated at mid-step. There are a total of 12 positions:
  - One is a vacant position for a Utility Worker which is expected to be filled during FY 2021/22, budgeted at mid-step
  - 5 employees are scheduled for a step increase.
  - 5 employees are currently at the top step.
  - One is the General Manager who is on a contract.
- All services, supplies, and utilities will be increased by a 3% CPI unless specific adjustment was deemed necessary based on actual experience or known factors.

### **Budget Overview**

The General Budget, including the proposed infrastructure projects, has been discussed by the Member Agency Managers and by the Finance Committee. The presentation today is for the Board to review and follow-up with agency staff and respective Council/Boards for comment. Final approval of the proposed budget will take place later in the process.

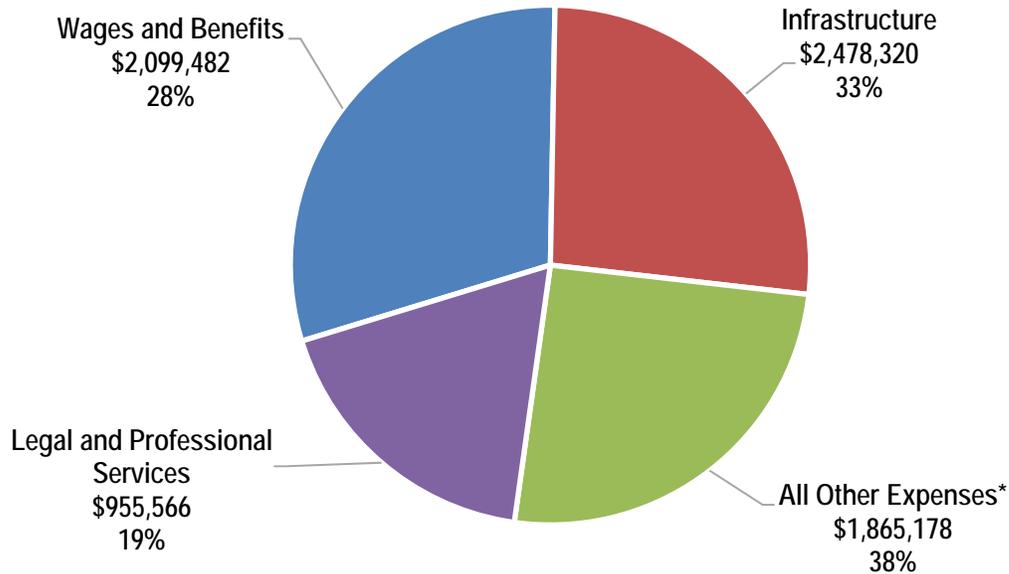
Of the total General Budget of \$7.4 million, \$2.099 million (28%) is for wages and benefits. The cost of infrastructure improvements is \$2.478 million (33%). Professional, Engineering and Legal services is \$955,566 (19%) and accounts for a significant percentage of the budget due to SAM's dependency on contractors and consultants for technical and specialized services.

All other expenses (liability insurance, professional memberships, uniform services, conferences, training, permits, licenses, etc.) make up approximately 38% of the total budget.

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BOARD MEMBERS:	M. Clark	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
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	J. Harvey	H. Rarback	

Expense by Category  
 Total \$7.4 million



\*All Other Expenses include: Utilities, Insurance, Equipment Rental, Maintenance Services, Chemicals, Permits, Supplies, Equipment, and Claims.

The most significant changes in the Administrative Services division budget are:

- The continuing defunding of the accounting technician position (\$116,000)
- Net decrease as a result of the allocations to the Collections budget
- The increase in salaries and wages per COLA in MOU
- Retirement contributions decreased by \$13,900 mainly due to the FY 2020/21 budget overestimate
- Allocation of staff time to Collections Budget, resulting in a net reduction of \$49,944 in wages and benefit
- Decrease in legal and professional services by \$47,655 due to not renewing the contract of certain consultants

The most significant changes in the Treatment division budget are:

- The continuing defunding of the Engineering & Construction Contracts Manager position

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D. Ruddock

K. Slater-Carter

ALTERNATE MEMBERS:

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E. Suchomel

P. Dekker

J. Harvey

H. Rarback

(\$117,538)

- Despite increases in actual salaries in wages per the MOU, SAM Staff revised how payroll is determined with a process that is more data-driven than prior budgets. We are pulling actual amounts of direct payroll expenses allocated to Collections and General instead of estimating Collections as a percentage of General. The system allows us to allocate all payroll related costs of the (4) Collection Crew directly to Collections as part of the payroll process. Furthermore we are now allocating 5% of Administration payroll to the Collections budget. The net result of these revisions resulted in a net decrease in wages and benefits of \$80,492.
- Decrease in professional services by \$264,447 due to an anticipated reduction in consulting services required.

The Infrastructure division increased by \$485,521 from \$1,992,799 in FY 2020/21 to \$2,478,320 in FY 2021/22 to address critical and urgent projects identified in the approved FY 2021/22 Capital Improvement Plan.

### **Changes in Expenses**

The significant overall changes in the expense categories are as follows. The numbers are correlated to the line items on the budget spreadsheets.

1. Wages: Net Decrease of \$54,399 due to reclassification of a portion of Administration Payroll expenses to Collections.
2. Premium Pay: Increased \$7,043 for negotiated changes in standby pay, certification pay, and overtime pay.
3. Health Benefits: Decreased \$18,310 based on the negotiated health premiums and the net decrease in staffing.
4. Retirement Contributions: Decreased \$70,017 primarily due to the underestimation of retirement costs related to the unfunded liability portion in the prior year's budget. (Every year this amount is estimated but the actual amount is not in our control and is not known until we are officially notified by CalPERS after the year is over)
5. Retirement Medical: Decreased \$3,924 for contributions as negotiated in the MOU and the Unrepresented Employees.
6. Misc. Benefits: Increased \$5,662 for benefits as negotiated in the MOU and the Unrepresented Employees.

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7. Personnel Subtotal: Total Decrease in personnel costs is \$133,946 (-6%) primarily due to decrease in retirement contribution and net decrease in wages.
8. Legal Services: Increased \$25,000 based on anticipated expenses for FY 2021/22 (does not include any expense related to the HMB lawsuit).
9. Engineering Services: Decreased \$26,815 for design and project management services for projects identified in the Infrastructure/Capital Improvement Plan with the engineering costs reclassified into the infrastructure project budgets.
10. Professional Services: Decreased \$313,465 primarily because of an anticipated decreased reliance on consultants.

The major contracting firms and the status of their contracts, if applicable, are as follows:

- Calcon Systems, electrical services: Existing contract not to exceed \$350,000. It was put out for bid and was taken to the Board last year and the Board recommended Calcon be awarded the contract.
  - Rutan & Tucker, legal services: Contract exists, amount including recent amendment: \$325,000 for three years starting 2020. Board selected General Counsel based on interviews.
  - Maze Accountants, financial & accounting services: As Needed.
  - Alpha Analytical Laboratories, essential lab services: As Needed.
  - Peninsula Pump: handles pump repair, generally an emergency repair: As Needed.
  - Precision IT, computer equipment maintenance: Went out for bid in 2019. Contract exists until 2/1/2022.
11. Professional Memberships: Increased \$6,916 based on current year spending and board direction.
  12. Insurance Premiums: Increased \$82,750 to reflect anticipated increases in property, liability, pollution, and professional liability premiums and due to moving Indirect Insurance Expense from the Collections Budget.
  13. Misc. Expenses: Decrease of \$2,914 anticipated based on detailed review of current year expenditures.
  14. Utilities: Increased \$39,700 for electricity, gas, and water consistent with current costs.
  15. Travel & Training: Decreased \$16,271 based on current needs.
  16. Equipment Rental: Decreased \$13,230 consistent with actual rent experiences in the current

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year.

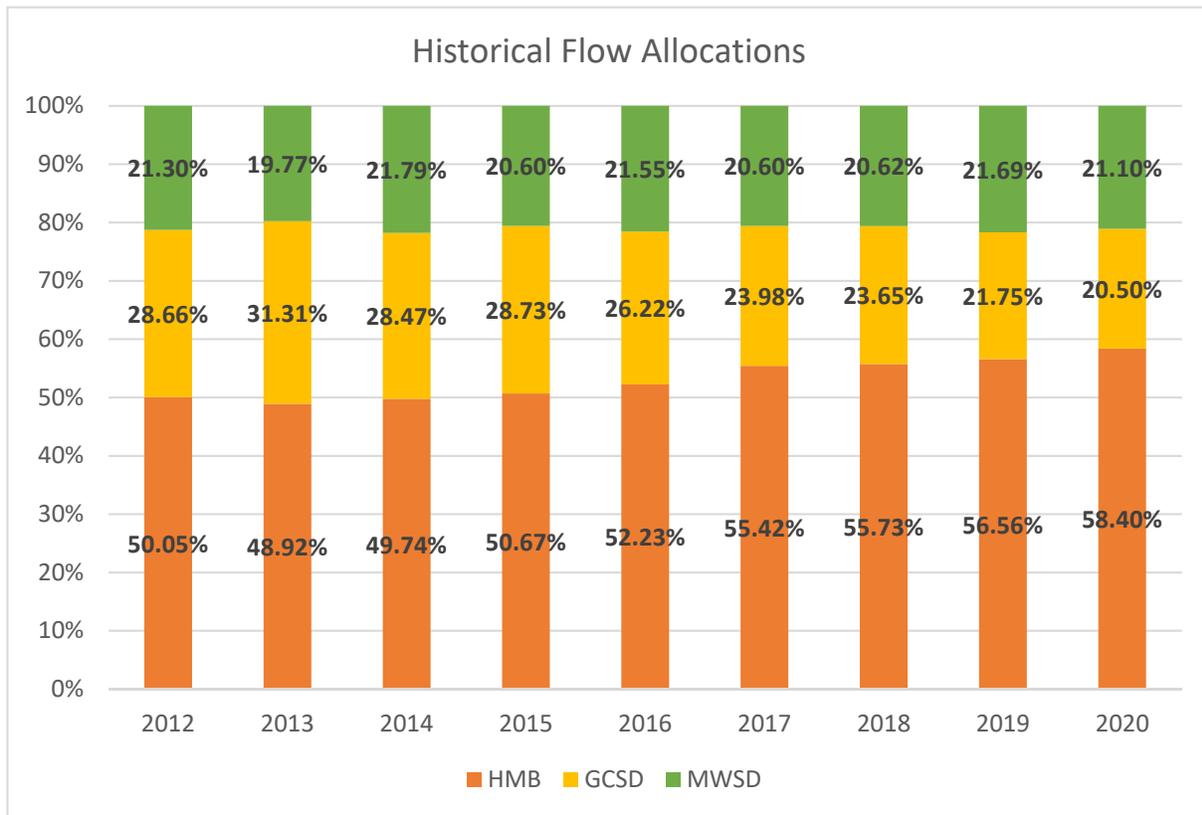
17. Building & Maintenance Services: Decreased \$146,541 as certain projects were completed and capitalized.
18. Chemicals: Increased \$27,425 based on anticipated expenses consistent with recent experience and expected vendor increases.
19. Permits & Licenses: Increased \$17,820 based on current spending.
20. Supplies: Decreased \$3,723 based on current spending.
21. Equipment: Decreased \$296,879 due to transfer of equipment expenses to the infrastructure budget.
22. Infrastructure: Increased \$503,320 to address the projects identified in the approved FY 2021/22 Capital Improvement Plan budget, including engineering costs.
23. Repairs & Maintenance: Increased \$193,135 by reclassifying some of equipment maintenance for plant equipment from professional services.
24. Claims/Penalties: Increased \$11,395 based on CPI increase of 3%.
25. Non-Personnel Subtotal: Total Decrease in non-personnel costs is \$46,322 (1%).

**Revenue Allocation**

Of the total O&M revenue, the majority (98.64%) is from assessments paid by the JPA member agencies. The allocation between the agencies is based on the flow from the preceding calendar year. The flow allocations fluctuate from year to year.

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The remaining revenue comes from the Non-Domestic Waste Source Control Program fees (1.09%), and interest earnings (0.28%).

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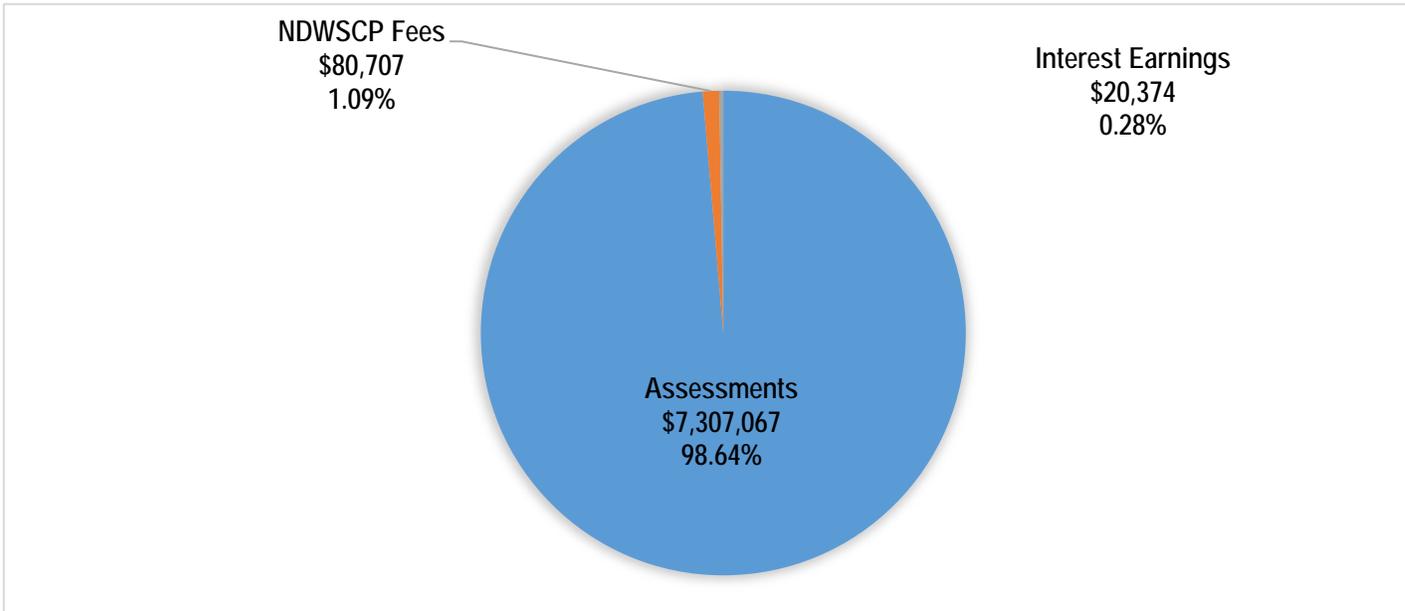
R. Lohman  
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P. Dekker



**Fiscal Reserve**

The Authority has two types of reserves identified in its reserve policy: (a) Emergency Repair Reserve and (b) Operating Reserve. The specific requirements for those reserves are as follows:

**Emergency Repair Reserve**

1. *Objective: To ensure that adequate cash is available to stabilize and avoid sudden budget impacts in a particular year from material, unplanned repairs or replacements that require immediate attention to continue operations.*

*Target: An emergency reserve of \$1,250,000. If and to the extent the reserve is used, a plan for replenishment will be presented by the SAM Manager to the Board within 60 days.*

*Uses:*

- a. A repair or replacement resulting from an event causing sudden, significant failure of facilities that threatens continuation of operations.*
- b. Any repair or replacement which was scheduled to commence in a future fiscal year, but is critical to complete earlier than planned in order to insure continuation of operations, with Board approval.*

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Operating Reserve

1. *Objective: To ensure that adequate cash is available when needed to pay SAM's normal and recurring operating costs.*

*Target: An operating and cash flow reserve equal to two months of the fiscal year budgeted operating expenses.*

*Uses: Payment of budgeted operating expenditures.*

*SAM maintains their reserve in cash accounts (LAIF, Money Market and Checking) and reports to the Board monthly regarding these balances.*

**Staff Recommendation**

Staff recommends that the Board of Directors review the budget with their respective staff and contemporaries and return comments to the SAM General Manager on or before May 26, 2021 for evaluation and approve a final budget before June 1, 2021.

**Supporting Documents**

Attachment A: SAM General Budget for FY 2021/22

Attachment B: General Counsel Opinion – Memorandum dated April 30, 2021

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**General Budget  
Fiscal Year 2021/22**

## OPERATIONS BUDGET



## EXECUTIVE SUMMARY

The Joint Exercise of Powers Agreement (Agreement) that created SAM and governs its day-to-day operations specifies that “The total expenses of operation and maintenance shall be shared in a manner based on flows into the single consolidated plant. The General Budget is divided into Administrative Services, Treatment, Environmental Compliance, and Infrastructure.

The General Budget includes obligations for wages and benefits defined in employment and bargaining contracts, increases in retirement contributions, and other non- discretionary expenses.

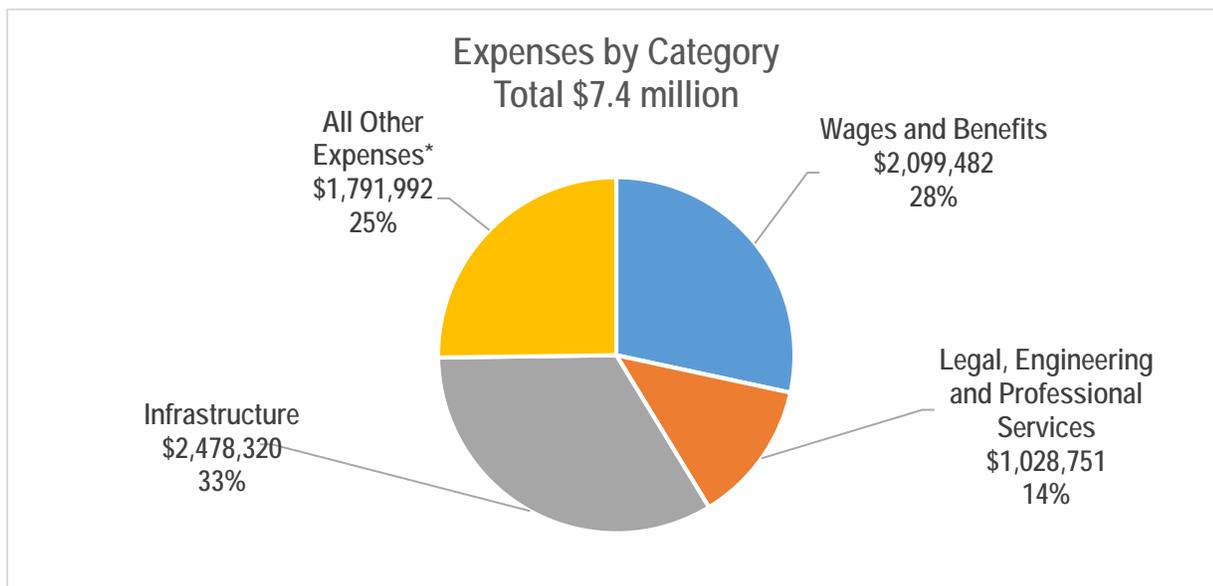
### JPA Income & Expenses – General Budget

<b>Operating Income</b>	
Assessments - City of Half Moon Bay	4,241,911
Assessments - Granada Community Services District	1,489,027
Assessments - Montara Water & Sanitary District	1,532,608
Interest Income	20,000
NDWSCP Fees	115,000
<b>Total Operating Income</b>	<b>\$ 7,398,546</b>
<b>Operating Expenses</b>	
Wages	1,373,395
Benefits	726,087
Legal Services	175,000
Engineering Services	73,185
Professional & Technical Services	780,566
Professional Memberships	41,006
Insurance Premiums	187,750
Miscellaneous Expenses	72,822
Utilities	600,873
Travel & Training	25,893
Equipment Rental/Lease	97,585
Building & Maintenance Services	183,012

Chemicals	216,945	
Permits & Licenses	45,320	
Supplies	100,475	
Equipment	12,176	
Infrastructure Projects	2,478,320	
Claims & Penalties	15,000	
Repairs & Maintenance	193,135	
<b>Total Expenses</b>		\$ 7,398,546
<b>Total Operating Expenses (less Infrastructure)</b>		\$ 4,920,226
<b>Contribution to Reserve Funds (Revenues less Expenses)</b>		\$ 0

The overall decrease from the adopted budget for Fiscal Year 2020/21 to the proposed budget for Fiscal Year 2021/22 is \$46,322 (-1%). This is primarily due to a decrease in professional services and a reclassification of pipes related expenses and machinery & equipment expenses over \$5,000 to infrastructure budget.

Of the total General Budget, \$2.099 million (28%) is for wages and benefits. The cost of infrastructure improvements is \$2.478 million (33%). Legal, Engineering and Professional Services is \$1.029 million (14%) and accounts for a significant percentage of the budget due to SAM's dependency on contractors and consultants for technical and specialized services. Other expenses (including Utilities, Insurance, Equipment Rental, Maintenance Services, Chemicals, Permits, Supplies, Equipment, and Claims) represent 25% of the budget.



\*All Other Expenses include: Utilities, Insurance, Equipment Rental, Maintenance Services, Chemicals, Permits, Supplies, Equipment, and Claims.

### Division Budgets by Fiscal Year

	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	\$	%
	<u>Actual</u>	<u>Actual</u>	<u>Adopted</u>	<u>Proposed</u>	<u>Change</u>	<u>Change</u>
Administration	\$ 1,573,849	\$ 1,594,922	\$ 1,355,423	\$ 1,279,899	\$ (75,524)	-6%
Treatment	\$ 3,457,676	\$ 3,605,241	\$ 3,936,735	\$ 3,457,060	\$ (479,675)	-12%
Environmental	\$ 133,563	\$ 149,792	\$ 159,910	\$ 183,267	\$ 23,357	15%
Infrastructure	<u>\$ 792,676</u>	<u>\$ 132,550</u>	<u>\$ 1,992,799</u>	<u>\$ 2,478,320</u>	<u>\$ 485,521</u>	<u>24%</u>
Total	\$ 5,957,764	\$ 5,482,505	\$ 7,444,867	\$ 7,398,546	\$ (46,321)	-1%
Total Operating (less Infrastructure)	\$ 5,165,088	\$ 5,349,955	\$ 5,452,068	\$ 4,920,226	\$ (531,842)	-10%

The Administrative Services division decreased \$75,524 (-6%). The net decrease is a result from the COLA adjustment of 3%, decrease in retirement contribution, allocation of wages and benefits to the Collection budget and overall decrease in professional services from the prior year.

The Treatment division decreased \$479,675 (-12%), which is due to the COLA increase of 3%, decrease in retirement contribution, decreased budget for professional services, reclassifying equipment expenses to infrastructure budget.

The Environmental Compliance division budget increased \$23,357 (15%) primarily due to increase in professional services based on year-to-date actuals.

The Infrastructure division increased \$485,521 to address the projects in the approved FY2021-2022 Capital Improvement Plan.

### BUDGET ALLOCATION AND ASSESSMENTS

The Joint Exercise of Powers Agreement (JEPA) stipulates that the total expenses of operation and maintenance of all of the components of the Present Project (intertie pipeline and attendant pump facilities, ocean outfall, treatment plant) shall be shared in a manner based on flows.

#### Flow Results for Budget Allocations\*

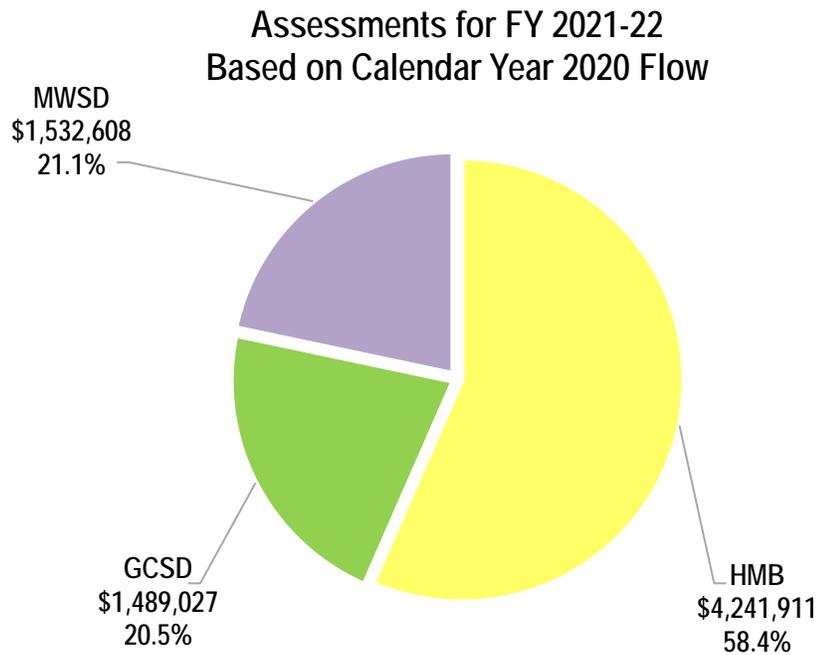
	HMB	GCS D	MWSD	
<b>FY 2021/22</b>	58.4%	20.5%	21.1%	(Based on Calendar Year 2020)
<b>FY 2020/21</b>	<u>56.6%</u>	<u>21.8%</u>	<u>21.7%</u>	(Based on Calendar Year 2019)
<b>Variance</b>	1.8%	-1.3%	-0.6%	

\* The member agency assessments are allocated based on flow percentages from the previous calendar year. This allocation varies each year.

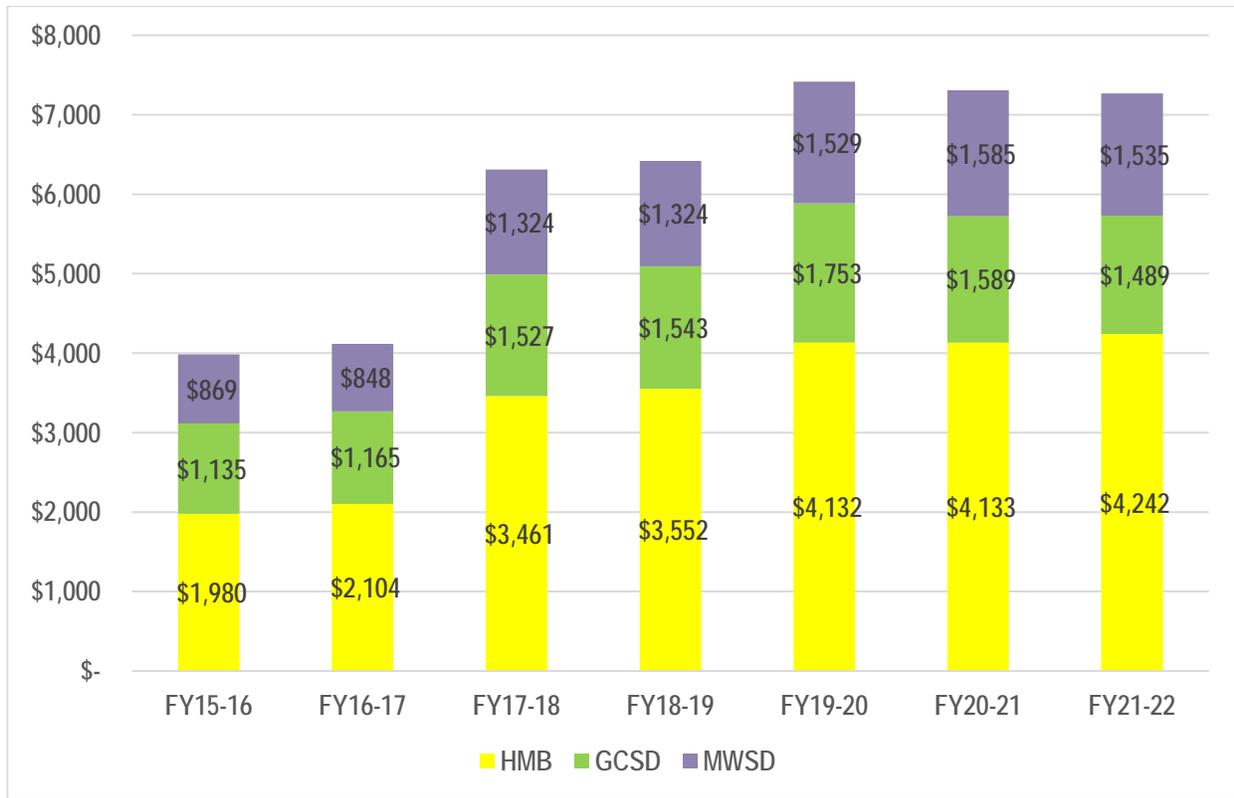
**Total Assessments for Each Member Agency\***

	<b>FY 2018/19 ACTUAL</b>	<b>FY 2019/20 ACTUAL</b>	<b>FY 2020/21 ADOPTED</b>	<b>FY2021/22 PROPOSED</b>	<b>CHANGE FROM FY 20/21 ADOPTED</b>	
<b>Half Moon Bay</b>	\$ 3,552,245	\$ 4,131,899	\$ 4,133,125	\$ 4,241,911	\$ 108,786	3%
<b>Granada CSD</b>	\$ 1,543,116	\$ 1,753,394	\$ 1,589,305	\$ 1,489,027	\$(100,278)	-6%
<b>Montara WSD</b>	\$ 1,324,029	\$ 1,529,139	\$ 1,584,637	\$ 1,532,608	\$ (52,029)	-3%
	<b>\$ 6,419,390</b>	<b>\$ 7,414,433</b>	<b>\$ 7,307,067</b>	<b>\$ 7,263,546</b>	<b>\$ (43,521)</b>	<b>-1%</b>

\* The assessments to the Member Agencies are rounded to nearest dollar.



### Assessments History by Agency (in 1,000's)



## STAFFING

SAM continues to keep staffing levels as low as possible in order to hold costs down. This results in less impact on Member Agency assessments and lower rates to the end users. SAM struggles with filling vacant positions with qualified persons due to the requirement for Operations, Maintenance and Collections staff to live within 60 minutes of the service area in order to respond to emergency callouts. The high cost of living in the bay area and on the mid-coast makes it difficult to replace retiring staff and other vacancies as new employees are often unable to find suitable housing in an area that allows them to comply with the 60 minute response requirement. SAM will continue to develop programs to retain employees that are able to start in lower level positions and grow within SAM as positions that require higher skill levels open and provides opportunity for staff to make higher wages. The development of a succession plan and staff training programs are underway and over time will help with this challenge.

The following table reflects the operating staff level for SAM over the past six years.

	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2020/21
JPA	8.525	10.75	11.00	13.00	14.00	12.0	12.0 <sup>1</sup>

<sup>1</sup>FY 2021-22 staffing reflects continuing defunded positions of Accounting Technician and Engineering & Construction Contracts Manager.

## OVERALL OPERATIONS BUDGET SUMMARY

(Includes: Administrative Services, Treatment, Environmental Compliance, and Infrastructure)

		FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/21 ADOPTED	FY 2020/21 PROJECTED	FY 2021/22 PROPOSED	<b>CHANGE FROM FY 2020/21 ADOPTED</b>	
<b>EXPENDITURES</b>								
<u>Personnel</u>								
1	Wages	1,443,586	1,463,101	1,427,794	1,298,549	1,373,395	(54,399)	-4%
2	Premium Pay	62,748	21,142	86,475	93,904	93,518	7,043	8%
3	Health Benefits	299,804	267,720	283,309	219,314	264,999	(18,310)	-6%
4	Retirement Cont.	294,313	535,695	321,006	245,346	250,989	(70,017)	-22%
5	Retiree Med/OPEB	32,414	53,502	34,607	28,240	30,683	(3,924)	-11%
6	Misc. Benefits	76,678	95,096	80,237	84,999	85,899	5,662	7%
7	Subtotal	2,209,543	2,436,256	2,233,428	1,970,352	2,099,482	(133,946)	-6%
<u>Non-Personnel</u>								
8	Legal Services	282,251	226,081	150,000	150,000	175,000	25,000	17%
9	Engineering Services	237,688	104,038	100,000	71,054	73,185	(26,815)	-27%
10	Professional Services	911,700	1,176,308	1,094,031	1,536,335	780,566	(313,465)	-29%
11	Prof. Memberships	30,725	68,674	34,090	48,546	41,006	6,916	20%
12	Insurance Premiums	107,808	110,010	105,000	182,282	187,750	82,750	79%
13	Misc. Expenses	55,778	137,460	75,736	81,767	72,822	(2,914)	-4%
14	Utilities	584,894	573,863	561,173	584,828	600,873	39,700	7%
15	Travel & Training	40,305	31,289	42,164	11,639	25,893	(16,271)	-39%
16	Equipment Rental	133,766	88,869	110,815	94,743	97,585	(13,230)	-12%
17	Bldg & Maint Services	320,185	248,339	329,553	113,936	183,012	(146,541)	-44%
18	Chemicals	186,273	209,105	189,520	225,333	216,945	27,425	14%
19	Permits & Licenses	23,588	936	27,500	42,544	45,320	17,820	65%
20	Supplies	89,192	64,046	104,198	96,002	100,475	(3,723)	-4%
21	Equipment	532,350	7,230	309,055	11,822	12,176	(296,879)	-96%
22	Infrastructure	208,443	-	1,975,000	1,433,810	2,478,320	503,320	25%
23	Claims/Penalties	3,275	-	3,605	11,655	15,000	11,395	316%
24	Repairs & Maintenance	-	-	-	-	193,135	193,135	100%
25	Subtotal	3,748,221	3,046,250	5,211,440	4,696,293	5,299,064	87,624	2%
26	<b>TOTAL</b>	<b>5,957,764</b>	<b>5,482,506</b>	<b>7,444,868</b>	<b>6,666,646</b>	<b>7,398,546</b>	<b>(46,322)</b>	<b>-1%</b>

### Key Changes

Personnel costs: net decrease as a result of the eliminated two positions	\$ (133,946)
Engineering services: net decrease in miscellaneous engineering, accounted for in infrastructure	\$ (26,815)
Legal services: net increase as a result of ongoing and potential legal cases	\$ 25,000
Professional services: net decrease driven by year-to-date actuals and reclassifying maintenance fees to repairs & maintenance	\$ (313,465)
Insurance premiums: net increase due to moving indirect insurance expense from collections budget	\$ 82,750
All other operating expenses: net increase due to CPI and adjustments to other operating expenses	\$ (183,167)
<b>TOTAL GENERAL OPERATING EXPENDITURES BUDGET INCREASE</b>	<b>\$ (549,642)</b>
Infrastructure: net increase result of CIP (includes engineering costs, reclassified)	\$ 503,320
<b>TOTAL GENERAL OPERATING EXPENDITURES BUDGET INCREASE</b>	<b>\$ (46,322)</b>

	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/21 ADOPTED	FY 2020/21 PROJECTED	FY 2021/22 PROPOSED	CHANGE FROM FY 2020/21 ADOPTED	
<b>REVENUE</b>							
<b>By Type:</b>							
JPA Assessments	6,391,749	7,414,433	7,307,068	7,307,067	7,263,546	(43,522)	-1%
Contract Services	-	-	-	-	-	-	-
NDWSCP Fees	158,908	118,804	117,800	80,707	115,000	(2,800)	-2%
Misc. Fees	-	-	-	-	-	-	-
Interest Earnings	23,314	52,410	20,000	20,374	20,000	-	0%
Misc. Revenue	183,200	176,300	-	-	-	-	-
From/(To) Reserves	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>6,757,171</b>	<b>7,761,947</b>	<b>7,444,868</b>	<b>7,408,148</b>	<b>7,398,546</b>	<b>(46,322)</b>	<b>-1%</b>
<b>By Agency:</b>							
Half Moon Bay	3,552,245	4,131,899	4,133,125	4,133,125	4,241,911	108,786	3%
Granada CSD	1,543,116	1,753,394	1,589,305	1,589,305	1,489,027	(100,278)	-6%
Montara WSD	1,324,029	1,529,139	1,584,637	1,584,637	1,532,608	(52,029)	-3%
<b>TOTAL</b>	<b>6,419,390</b>	<b>7,414,433</b>	<b>7,307,067</b>	<b>7,307,067</b>	<b>7,263,546</b>	<b>(43,521)</b>	<b>-1%</b>

**Key Changes**

Assessments reflect decreased funding for infrastructure projects, maintenance, staff  
Reduction in FOG

**TOTAL GENERAL OPERATING BUDGET REVENUE DECREASE**

\$ (43,522)

\$ (2,800)

\$ (46,322)

## FINANCIAL DETAILS

The following is a list of key budget lines for FY2020/21 and 2021/22 budgets with brief explanations of the changes from year to year. This is a “budget to budget” comparison and does not necessarily represent current expenditures. Underlined items indicate a budget change in excess of \$10,000 year to year.

Budget Line #	FY 2020/21	FY 2021/22
1. Wages Decrease as results of the allocations to the Collections budget and staffing changes.	\$1,427,794	\$1,373,395
2. Premium Pay Overtime paid for staff to perform tasks outside of normal work times.	\$86,475	\$93,518
3. Health Benefits The cost of medical, dental, and vision benefits provided to employees based on the MOU and Unrepresented Employees.	\$283,309	\$264,999
4. <u>Retirement Contributions</u> SAM pays the employer contribution to CalPERS for retirement benefits in compliance with PEPRA.	\$321,006	\$250,989
5. Retiree Medical/OPEB Includes contributions to a Health Retirement Account for future retirees as well as current retiree medical premiums.	\$34,607	\$30,683
6. Misc. Benefits Includes Medicare, long-term and short-term disability, workers compensation, and matching funds to a 457 plan.	\$80,237	\$85,899
7. <b>Personnel Subtotal</b> Subtotal of all wage and benefit costs.	<b>\$2,233,428</b>	<b>\$2,099,482</b>
8. <u>Legal Services</u> Increased based on anticipated number of meetings special projects, and ongoing cases.	\$150,000	\$175,000
9. <u>Engineering Services</u> Increased to provide design and project management related to treatment division.	\$100,000	\$73,185

<u>Budget Line #</u>	<u>FY 2020/21</u>	<u>FY 2021/22</u>
10. Professional Services Includes ongoing services that are specialized and need to be performed by consultants rather than staff.	\$1,094,031	\$780,566
11. Professional Membership Includes memberships in professional organizations for SAM and employees that keeps them current in industry practices and improves how SAM serves the community.	\$34,090	\$41,006
12. Insurance Premiums Property, liability, and pollution premiums based on utilization rates.	\$105,000	\$187,750
13. Misc. Expenses Includes incidental expenses (uniforms laundry services, radio and alarm systems, offsite storage, postage, claims, copier, phone system support, etc.) not reflected in other categories.	\$75,736	\$72,822
14. Utilities Electricity, water, telephone, solid waste, etc.	\$561,173	\$600,873
15. Travel & Training Training and travel related costs for attendance at industry conferences and seminars, and other related events to allow staff to keep current on technical skills and industry best practices.	\$42,164	\$25,893
16. Equipment Rental/Lease Short-term rental or lease of equipment (generators, storage tanks, etc.).	\$110,815	\$97,585
17. Building & Maintenance Services Includes janitorial, landscaping, and other regular building maintenance services.	\$329,553	\$183,012
18. Chemicals Includes chemicals used in the treatment of wastewater to meet regulatory standards.	\$189,520	\$216,945

Budget Line #	FY 2020/21	FY 2021/22
19. Permits & Licenses Annual costs for permits with local, regional and state agencies.	\$27,500	\$45,320
20. Supplies Office, computer, breakroom, and safety supplies.	\$104,198	\$100,475
21. Equipment Purchase Purchase of equipment use at SAM facilities not included in infrastructure projects.	\$309,055	\$12,176
22. Infrastructure Projects Includes costs of projects included in 5-Year CIP. Includes engineering costs associated. Includes costs associated with projects that exceed \$50,000 each.	\$1,975,000	\$2,478,320
23. Claims/Penalties Reflects claims expenses not covered by insurance.	\$3,605	\$15,000
24. Repairs & Maintenance Maintenance for plant equipment	\$0	\$193,135
25. <b>Non-Personnel Subtotal</b> Subtotal of all costs not associated with wages and benefits.	<b>\$5,211,440</b>	<b>\$5,299,064</b>
26. <b>Total</b> Total of all costs (sum of Personnel and Non-Personnel subtotals).	<b>\$7,444,868</b>	<b>\$7,398,546</b>

## ADMINISTRATIVE SERVICES

### By Category

		FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/2021 ADOPTED	FY 2020/21 PROJECTED	FY 2021/22 PROPOSED	CHANGE FROM FY 2020/21 ADOPTED	
	<b>EXPENDITURES</b>							
	<u>Personnel</u>							
1	Wages	472,383	431,203	444,357	436,980	429,571	(14,786)	-3%
2	Premium Pay	8,134	21,142	7,500	2,000	1,150	(6,350)	-85%
3	Health Benefits	75,085	53,692	66,623	56,389	54,579	(12,044)	-18%
4	Retirement Cont.	112,423	280,396	62,041	50,488	48,141	(13,900)	-22%
5	Retiree Med/OPEB	16,754	38,539	21,111	14,720	15,029	(6,082)	-29%
6	Misc. Benefits	20,666	22,086	14,944	18,514	18,163	3,219	22%
7	Subtotal	705,445	847,059	616,576	579,091	566,632	(49,944)	-8%
	<u>Non-Personnel</u>							
8	Legal Services	276,663	226,081	150,000	150,000	175,000	25,000	17%
9	Engineering Services	-	-	-	-	-	-	-
10	Professional Services	316,436	231,195	273,483	297,156	200,828	(72,655)	-27%
11	Prof. Memberships	25,324	64,327	25,750	43,550	35,860	10,110	39%
12	Insurance Premiums	107,808	110,010	105,000	182,282	187,750	82,750	79%
13	Misc. Expenses	26,685	46,628	46,479	43,240	35,037	(11,442)	-25%
14	Utilities	28,654	32,317	30,356	32,639	32,618	2,262	7%
15	Travel & Training	16,664	14,053	18,025	570	587	(17,438)	-97%
16	Equipment Rental	12,475	5,329	10,815	5,738	5,910	(4,905)	-45%
17	Bldg & Maint Services	17,135	11,124	21,725	17,306	17,826	(3,899)	-18%
18	Chemicals	-	-	-	-	-	-	-
19	Permits & Licenses	-	-	-	-	-	-	-
20	Supplies	7,449	6,801	10,734	5,104	6,850	(3,884)	-36%
21	Equipment	29,836	-	12,875	-	-	(12,875)	-100%
22	Infrastructure	-	-	30,000	-	-	(30,000)	-100%
23	Claims/Penalties	3,275	-	3,605	11,655	15,000	11,395	316%
24	Repairs & Maintenance					-		
25	Subtotal	868,404	747,864	738,847	789,240	713,267	(25,580)	-3%
26	<b>TOTAL</b>	<b>1,573,849</b>	<b>1,594,922</b>	<b>1,355,423</b>	<b>1,368,331</b>	<b>1,279,899</b>	<b>(75,524)</b>	<b>-6%</b>

#### Key Changes

Wages: Result of the allocations to the Collections budget \$ (14,786)

Medical, dental, vision premiums and misc. benefits: Result of the allocations to the Collections budget \$ (15,175)

Retirement: Result of the allocations to the Collections budget \$ (13,900)

Professional services: decreased based on actual year-to-date experience and maintenance fees moved to repairs & maintenance \$ (72,655)

Legal services: net increase as a result of ongoing and potential legal cases \$ 25,000

Utilities, supplies, misc. expenses: increased by 3% CPI \$ 15,993

**TOTAL ADMINISTRATION EXPENDITURES BUDGET INCREASE \$ 75,524**

## ADMINISTRATIVE SERVICES

### By Category

	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/2021 ADOPTED	FY 2020/21 PROJECTED	FY 2021/22 PROPOSED	CHANGE FROM FY 2020/21 ADOPTED	
<b>REVENUE</b>							
<b>By Type:</b>							
JPA Assessments	1,799,447	1,249,451	1,335,424	1,335,424	1,259,899	(75,525)	-6%
Contract Services	-	-	-	-	-	-	-
NDWSCP Fees	-	-	-	-	-	-	-
Misc. Fees	-	-	-	-	-	-	-
Interest Earnings	23,314	52,410	20,000	20,374	20,000	-	0%
Misc. Revenue	-	-	-	-	-	-	-
From/(To) Reserves	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>1,822,761</b>	<b>1,301,861</b>	<b>1,355,424</b>	<b>1,355,798</b>	<b>1,279,899</b>	<b>(75,525)</b>	<b>-6%</b>
<b>By Agency:</b>							
Half Moon Bay	997,177	696,291	755,361	755,361	735,781	(19,580)	-3%
Granada CSD	431,580	295,475	290,458	290,458	258,279	(32,179)	-11%
Montara WSD	370,690	257,684	289,605	289,605	265,839	(23,766)	-8%
<b>TOTAL</b>	<b>1,799,447</b>	<b>1,249,451</b>	<b>1,335,424</b>	<b>1,335,424</b>	<b>1,259,899</b>	<b>(75,525)</b>	<b>-6%</b>

#### Key Changes

Assessments reflect net decrease in budget for wages, benefits, and other expenses

\$ (75,525)

**TOTAL ADMINISTRATION REVENUE BUDGET INCREASE**

**\$ (75,525)**

## ADMINISTRATIVE SERVICES DIVISION



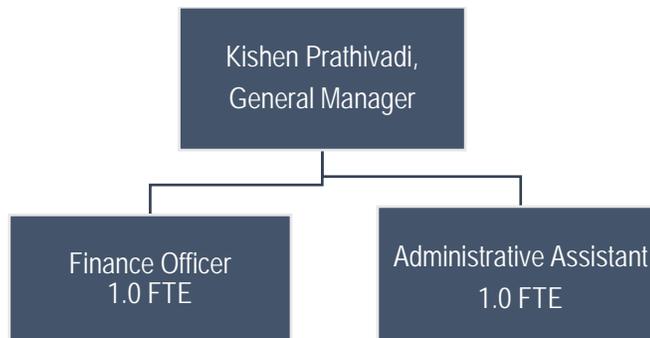
### PROGRAM DESCRIPTION

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The Administrative Services division provides administrative and financial support to the Board of Directors, the General Manager and all SAM divisions. Its function includes: planning and coordination of SAM activities related to the following: finance, human resources, risk management; management of SAM's information systems and web site; and Board services. Public contact by Administrative Services staff is generally the first interaction citizens have with the agency and are often related to complaints or reports of perceived problems. The ability to communicate clearly and understand the concerns of the caller is a skill demonstrated by those in the office. Contact with Member Agency staff and vendors is often first addressed via Administrative Services staff and communications and routing of information is a critical role of those in Administrative Services.

The financial staff in Administrative Services is responsible for maintaining detailed financial records; accounts payable processing; issuing, tracking and collection of accounts receivables; payroll processing including CalPERS reporting and benefits accounting; fixed asset management; financial planning; budget development; debt administration; centralized procurement; coordination of the District's audits and administration of SAM's self-insurance and loss prevention programs.

Administrative Services operations are managed by the General Manager. The following organizational chart reflects the reporting structure for this division.



The following staffing summary reflects the historical cost allocation for this division.

	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
JPA	4.00	3.93	3.98	4.00	3.50	4.00	4.00	3.00

## **FINANCIAL DETAILS**

The following is a list of key budget lines for FY20/21 and 2021/22 budgets with brief explanations of the changes from year to year. This is a “budget to budget” comparison and does not necessarily represent current expenditures. Underlined items indicate a budget change in excess of \$10,000 year to year.

<u>Budget Line #</u>	<u>FY 2020/21</u>	<u>FY 2021/22</u>
1. Wages Decreased due to reclassification of a portion of Administration Payroll expenses to Collections	\$444,357	\$429,571
2. Premium Pay Overtime paid for staff to perform tasks outside of normal work times.	\$7,500	\$1,150
3. Health Benefits The cost of medical, dental, and vision benefits provided to employees based on the MOU and Unrepresented Employees.	\$66,623	\$54,579
4. Retirement Contributions SAM pays the employer contribution to CalPERS for retirement benefits in compliance with PEPRA.	\$62,041	\$48,141
5. Retiree Medica/OPEB Includes contributions to Health Retirement Account for current retiree medical premiums and OPEB trust for future retirees.	\$21,111	\$15,029
6. Misc. Benefits Includes Medicare, long-term and short-term disability, workers compensation, and matching funds to a 457 plan.	\$14,944	\$18,163
7. <b>Personnel Subtotal</b> Subtotal of all costs associated with SAM staff wages and benefits	<b>\$616,5764</b>	<b>566,632</b>

8.	Legal Services Increased based on anticipated number of meetings special projects, and ongoing cases for SAM.	\$150,000	\$175,000
9.	Engineering Services There are no engineering services charged to Administrative Services.	\$0	\$0
10.	Professional Services Includes technical/specialized services that need to be performed by consultants.	\$273,483	\$200,828
11.	Professional Membership Includes memberships in professional organizations for SAM and employees that keeps them current in industry practices and improves how SAM serves the community.	\$25,750	\$35,860
12.	Insurance Premiums Insurance premiums for property and liability.	\$105,000	\$18,750
13.	Misc. Expenses Incidental expenses (offsite storage, postage, claims, phone system, etc.) not reflected in other categories.	\$46,479	\$35,037
14.	Utilities Telephone, cellular service, internet connections, etc.	\$30,356	\$32,618
15.	Travel & Training Training and travel related costs for attendance at industry conferences and seminars, and other related events to allow staff to keep current on technical skills and industry best practices.	\$18,025	\$587
16.	Equipment Rental Short-term rental of equipment for less than a fiscal year and annual cost of multi-year leased equipment (copier, phones, etc.).	\$10,815	\$5,910
17.	Building & Maintenance Services Includes janitorial, landscaping, and other regular building maintenance services.	\$21,725	\$17,826

18. Chemicals	\$0	\$0
There are no chemical costs charged to Administrative Services.		
19. Permits & Licenses	\$0	\$0
There are no permit and license costs charged to Administrative Services.		
20. Supplies	\$10,734	\$6,850
Office, computer, breakroom, and general supplies.		
21. Equipment	\$42,875	\$0
Purchase of replacement computers, small office and ergonomic equipment.		
22. Infrastructure Projects	\$0	\$0
Project costs that exceed \$50,000 each. There are no infrastructure projects charged to Administrative Services		
23. Claims/Penalties	\$3,605	\$15,000
Costs not covered by insurance.		
24. <b>Non-Personnel Subtotal</b>	<b>\$783,847</b>	<b>\$713,267</b>
Subtotal of all costs not associated with Wages and benefits		
25. <b>Total</b>	<b>\$1,355,423</b>	<b>\$1,279,899</b>
Total of all costs for Administrative Services (sum of Personnel and Non-Personnel subtotals).		

## **GOALS**

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- Provide effective and efficient administrative support to the Board and other divisions.
- Maintain responsive and efficient customer service.
- Ensure that SAM is protected against loss through risk and claim management.
- Manage information systems, web site, and social media pages.
- Review administrative, financial, and personnel policies each year for compliance and relevance.

## **ACHIEVEMENTS**

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- Worked hand in hand with financial consultants to resolve past due audits and continue to do so.
- Developed, posted to SAM website and distributed Board Meeting agendas twice per

month.

- Worked hand in hand with Board Finance and Operations Committees to overcome significant changes in management of SAM.
- Developed and delivered FY2021/22 budget to Board and Member Agencies.

## **PROGRAM OBJECTIVES**

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- Manage the processing and review of SAM contracts.
- Maintain records of benefits, including employee leave balances, retirement contributions, and employer-provided insurance policies.
- Recruit and retain highly qualified candidates for vacant positions.
- Maintain up-to-date personnel files.
- Work with consultants to update policies and procedures and make appropriate revisions.
- Process employee payroll per employee contracts. Process accounts payable on a biweekly basis, issue, track and collect accounts receivable.
- Provide monthly budget reports each month.
- Conform with GAAP (Generally Accepted Accounting Principles).
- Work with other divisions to implement procedures that result in cost savings, increased efficiencies, and improved customer service.
- Provide general administrative support to all divisions for centralized services.
- Efficiently and effectively manage information technology and systems, including the SAM website and social media sites.

## **PERFORMANCE MEASURES**

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- Submit the Annual Financial and Salary & Compensation reports to the State Controller's Office by the deadline.
- Review and update, as necessary, administrative, financial, and personnel policies.
- Complete annual audit and present it to the Board no later than December 31.
- Present budget to Board and Member Agencies in a timely manner.

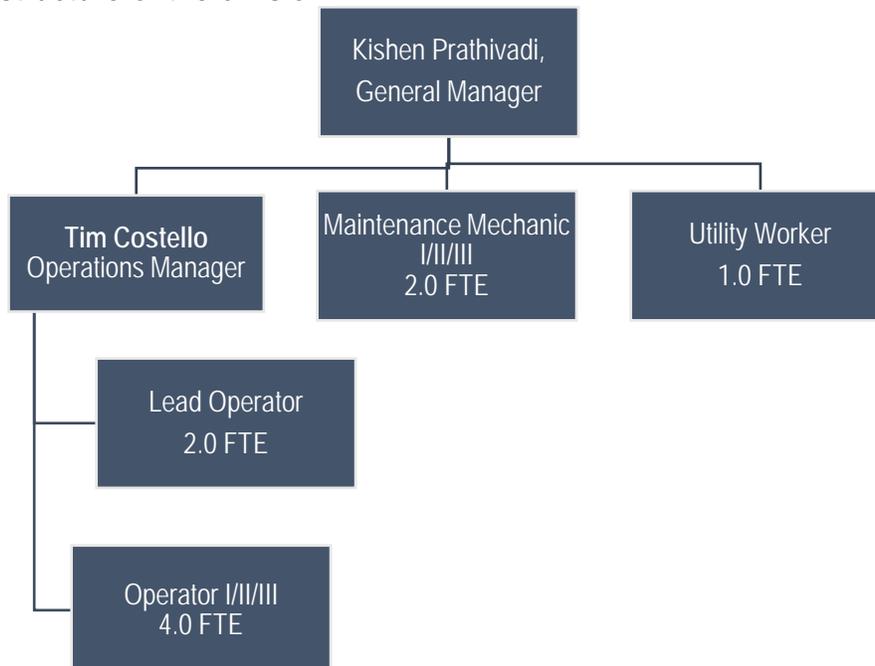
## TREATMENT DIVISION



## PROGRAM DESCRIPTION

The Treatment division is responsible for the safe, economical, and environmentally acceptable treatment and reclamation of all sanitary wastewater flows from the City of Half Moon Bay, Granada Community Services District, and the Montara Water & Sanitary District. The division is responsible for the reliability and integrity of systems and equipment at the Plant and the operation and maintenance of three SAM pump stations and the transmission pipeline. Staff performs predictive and preventive maintenance programs, corrective and rehabilitative maintenance, and in-house equipment and process improvements.

While staff is trying to keep up with the current needs of an aging system, we have had to bring in people that specialize in certain pieces of equipment as necessary. Staff finds that key pieces of equipment no longer have parts available on the primary market which can be problematic. Division services are currently supervised by the Supervisor of Treatment/Field Operations and Engineering & Construction Contracts Manager. The organizational chart on the following page reflects the reporting structure of the division.



The following staffing summary reflects the historical staffing level for the division.

	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>
<b>JPA</b>	4.70	4.275	5.95	6.25	8.75	9.75	8.75	8.75

## TREATMENT By Category

		FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/2021 ADOPTED	FY 2020/21 PROJECTED	FY 2021/22 PROPOSED	CHANGE FROM FY 2020/21 ADOPTED	
<b>EXPENDITURES</b>								
Personnel								
1	Wages	937,882	996,542	945,359	828,492	905,295	(40,064)	-4%
2	Premium Pay	54,309		78,375	91,904	92,368	13,993	18%
3	Health Benefits	217,792	207,127	210,827	159,014	204,978	(5,849)	-3%
4	Retirement Cont.	173,230	242,026	243,921	184,059	190,900	(53,021)	-22%
5	Retiree Med/OPEB	15,166	14,442	12,986	13,000	15,076	2,090	16%
6	Misc. Benefits	54,407	70,993	63,273	64,640	65,633	2,360	4%
7	Subtotal	1,452,786	1,531,129	1,554,741	1,341,109	1,474,249	(80,492)	-5%
Non-Personnel								
8	Legal Services	-	-	-	-	-	-	-
9	Engineering Services	111,457	67,798	100,000	71,054	73,185	(26,815)	-27%
10	Professional Services	548,209	776,333	743,819	1,066,844	479,372	(264,447)	-36%
11	Prof. Memberships	5,401	4,348	8,240	4,996	5,146	(3,094)	-38%
12	Insurance Premiums	-	-	-	-	-	-	-
13	Misc. Expenses	16,510	86,040	21,424	38,527	37,785	16,361	76%
14	Utilities	549,947	541,546	530,809	552,189	568,255	37,446	7%
15	Travel & Training	23,380	16,969	23,175	10,635	24,859	1,684	7%
16	Equipment Rental	121,291	83,540	100,000	89,005	91,675	(8,325)	-8%
17	Bldg & Maint Services	303,050	237,214	307,879	96,630	165,186	(142,693)	-46%
18	Chemicals	178,911	206,868	180,250	223,238	214,787	34,537	19%
19	Permits & Licenses	19,322	936	27,500	42,544	45,320	17,820	65%
20	Supplies	71,957	45,290	75,860	76,655	78,955	3,095	4%
21	Equipment	55,455	7,230	263,090	5,000	5,150	(257,940)	-98%
22	Infrastructure	-	-	-	-	-	-	-
23	Claims/Penalties	-	-	-	-	-	-	-
24	Repairs & Maintenance					193,135		
25	Subtotal	2,004,890	2,074,112	2,382,046	2,277,316	1,982,810	(399,236)	-17%
26	<b>TOTAL</b>	<b>3,457,676</b>	<b>3,605,241</b>	<b>3,936,787</b>	<b>3,618,424</b>	<b>3,457,060</b>	<b>(479,728)</b>	<b>-12%</b>

### Key Changes

Personnel: net decrease due to FY20-21 budget overestimate	\$ (80,492)
Professional Services: decrease based on year-to-date actuals and maintenance fees moved to repairs & maintenance	\$ (264,447)
Equipment: decrease due to pipes related equipment and machinery over \$5,000 moved to infrastructure budget	\$ (257,940)
Repairs & Maintenance: budgeted for plant equipment	\$ 193,135
Increase services, supplies, chemicals, etc. by 3% CPI	\$ (69,931)
<b>TOTAL TREATMENT EXPENDITURES BUDGET INCREASE</b>	<b>\$ (479,675)</b>

TREATMENT  
By Category

	FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/2021 ADOPTED	FY 2020/21 PROJECTED	FY 2021/22 PROPOSED	CHANGE FROM FY 2020/21 ADOPTED	
<b>REVENUE</b>							
<b>By Type:</b>							
JPA Assessments	2,654,337	3,461,880	3,821,735	3,821,735	3,342,060	(479,675)	-13%
Contract Services	-	-	-	-	-	-	-
NDWSCP Fees	157,622	118,804	115,000	80,707	115,000	-	0%
Misc. Fees	-	-	-	-	-	-	-
Interest Earnings	-	-	-	-	-	-	-
Misc. Revenue	183,200	176,300	-	-	-	-	-
From/(To) Reserves	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>2,995,159</b>	<b>3,756,984</b>	<b>3,936,735</b>	<b>3,902,442</b>	<b>3,457,060</b>	<b>(479,675)</b>	<b>-12%</b>
<b>By Agency:</b>							
Half Moon Bay	1,470,978	1,929,229	2,161,703	2,161,703	1,951,763	(209,940)	-10%
Granada CSD	636,560	818,679	831,237	831,237	685,122	(146,115)	-18%
Montara WSD	546,799	713,972	828,795	828,795	705,175	(123,620)	-15%
<b>TOTAL</b>	<b>2,654,337</b>	<b>3,461,880</b>	<b>3,821,735</b>	<b>3,821,735</b>	<b>3,342,060</b>	<b>(479,675)</b>	<b>-13%</b>

Key Changes

Assessments reflect net increased funding for wages, benefits, and other expenses

\$ (479,675)

**TOTAL TREATMENT REVENUE BUDGET INCREASE**

\$ (479,675)

## FINANCIAL DETAILS

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The following is a list of key budget lines for FY20/21 and 2021/22 budgets with brief explanations of the changes from year to year. This is a “budget to budget” comparison and does not necessarily represent current expenditures. Underlined items indicate a budget change in excess of \$10,000 year to year.

<u>Budget Line #</u>	<u>FY 2020/21</u>	<u>FY 2021/22</u>
1. Wages Decrease due to reclassification of a portion of Treatment Payroll expenses to Collections.	\$945,359	\$905,295
2. Premium Pay Overtime paid for staff to perform tasks outside of normal work times as well as standby pay.	\$78,375	\$92,368
3. Health Benefits The cost of medical, dental, and vision benefits provided to employees based on the MOU or Unrepresented Employees.	\$210,827	\$204,978
4. Retirement Contributions SAM pays the employer contribution to CalPERS for retirement benefits in compliance with PEPRA.	\$243,827	\$190,900
5. Retiree Medical/OPEB Includes contributions to Health Retirement Account for current retiree medical premiums and OPEB trust for future retirees.	\$12,986	\$15,076
6. Misc. Benefits Includes Medicare, long-term and short-term disability, and workers compensation.	\$63,275	\$65,633
<b>7. Personnel Subtotal</b> Subtotal of all costs associated with wages and benefits.	<b>\$1,554,741</b>	<b>\$1,474,249</b>
8. Legal Services There are no legal services budgeted to Treatment.	\$0	\$0

Budget Line #	FY 2020/21	FY 2021/22
9. Engineering Services Specialized services related to small (<\$50,000) projects.	\$100,000	\$73,185
10. Professional Services Services that are specialized and need to be performed by contractors rather than staff (GIS software hosting, electrical maintenance, safety training, permit compliance assistance, SSMP audit and updates, outfall inspection, inspections, SCADA support, etc.).	\$743,819	\$479,372
11. Professional Membership Memberships in professional organizations for SAM and employees that keeps them current in industry practices and improves how SAM serves the community.	\$8,240	\$5,146
12. Insurance Premiums There are no insurance premiums charged to Treatment.	\$0	\$0
13. Misc. Expenses Includes incidental expenses (uniform services, radio and alarm systems, etc.) not captured in other categories.	\$21,424	\$37,785
14. Utilities Electricity, water, telephone, solid waste, etc.	\$530,809	\$568,255
15. Travel & Training Training and travel related costs for attendance at industry conferences and seminars, and other related events to allow staff to keep current on technical skills and industry best practices and safety training.	\$23,175	\$24,859
16. Equipment Rental/Lease Short-term rental or lease of equipment (generators, storage tanks, etc.).	\$100,000	\$91,675

Budget Line #	FY 2020/21	FY 2021/22
17. Building & Maintenance Services Preventive maintenance and emergency repairs on structures and stationary equipment that do not extend the life expectancy of the asset. Includes small (<\$50,000) repair projects.	\$307,828	\$165,186
18. Chemicals Includes chemicals (sodium hypochlorite, polymer, ferric chloride) used in the treatment of wastewater to meet regulatory standards.	\$180,250	\$214,787
19. Permits & Licenses Annual costs for permits with local, regional and state agencies.	\$27,500	\$45,320
20. Supplies Office, computer, safety, and general supplies.	\$75,860	\$78,955
21. Equipment Purchase of equipment for repair and rehabilitation of SAM facilities not captured in infrastructure projects.	\$263,090	\$5,150
22. Infrastructure There are no project costs budgeted to Treatment. These costs are generally reflected in the Infrastructure division and exceed \$50,000 per project.	\$0	\$0
23. Claims/Penalties There are no claims/penalties budgeted to Treatment.	\$0	\$0
24. Repairs & Maintenance Maintenance expenses for plan equipment	\$0	\$193,135
25. <b>Non-Personnel Subtotal</b> Subtotal of all costs not associated with wages and benefits.	<b>\$2,381,994</b>	<b>\$1,982,810</b>
26. <b>Total</b> Total of all costs for Treatment (sum of Personnel and Non-Personnel subtotals).	<b>\$3,936,735</b>	<b>\$3,457,060</b>

## **GOALS**

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- Operate the wastewater system for current and future customers with safe, efficient, and cost-effective treatment services.
- Achieve 100% compliance with all NPDES limits for conventional pollutants.
- Maintain appropriate capacities and effective operations and assure no spills or overflows at SAM facilities.
- Maintain and upgrade SAM facilities at a level that assures uninterrupted quality service and no process interruptions due to equipment failures.
- Promote the development and education of staff to assure the ongoing ability to operate, maintain, troubleshoot and repair all systems and equipment.
- Maintain equipment and facilities to improve reliability and reduce operating and maintenance costs.

## **HIGHLIGHTS**

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- Performed process related laboratory analysis for the Environmental Compliance division on weekends.
- Conducted all required annual safety training programs.
- Administered the Trucked Waste Acceptance Program.
- Worked to optimize processes to improve reliability.

## **PROGRAM OBJECTIVES**

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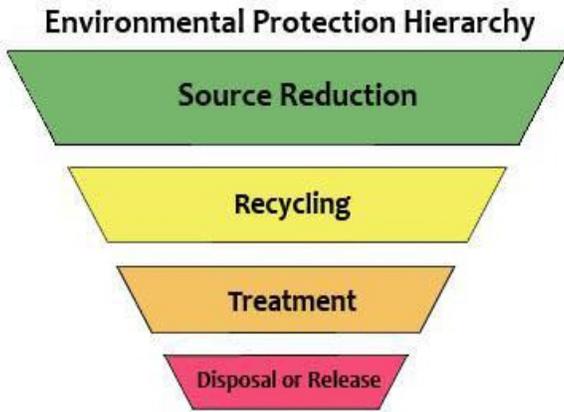
- Perform required preventive and predictive maintenance to eliminate spills, overflows, bypasses, or discharge permit violations, and to minimize the possibility of equipment breakdowns
- Promote comprehensive training of division personnel.
- Continue to promote and provide a safe and healthy environment for all staff, contractors, and community.
- Develop and implement maintenance plan for routine maintenance on all equipment.

## **PERFORMANCE MEASURES**

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- Meet all effluent quality targets described in the NPDES permit.
- Perform all duties in a safe manner to avoid OSHA recordable and lost time accidents.
- Perform all routine maintenance tasks in a timely manner.

# ENVIRONMENTAL COMPLIANCE DIVISION



## PROGRAM DESCRIPTION

The Environmental Compliance division provides services and oversight in four areas: National Pollutant Discharge Elimination System (NPDES) permit compliance, Laboratory Operations, Non-Domestic Waste Source Control (NDWSCP) Program, and Pollution Prevention (P2) Program. NPDES permit compliance involves maintaining compliance with permit parameters, implementing investigations and additional sampling programs to address specific pollutants, developing action plans to reduce these pollutants and reporting levels of progress to the Regional Board. The in-house laboratory conducts analyses of various plant samples for process control, some NPDES permit parameters, and special projects as needed. SAM contracts with outside laboratories for NPDES requirements that the in-house lab is not certified to complete.

The NDWSC Program includes evaluating facilities and dischargers within SAM's service area that could adversely affect the SAM collection system and/or treatment plant, evaluating discharge permit applications and issuing permits, performing inspections, sampling and monitoring and conducting enforcement when needed. The P2 Program focuses on educating commercial businesses and residents on pollutants that are harmful to the collection system, treatment plant and the environment, including fats, oils, and grease (F.O.G.), and how to reduce or eliminate them. Public information, plant tours, and participation in outreach activities are significant elements.

Division functions are supervised by the Operations Superintendent. The following organizational chart reflects the reporting structure of the division.

Supervisor of Treatment & Field Operations

The following staffing summary reflects the historical cost allocation for the division.

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
JPA	0.225	0.275	0.50	0.25	0.25	0.25	0.25	0.25

**ENVIRONMENTAL COMPLIANCE  
By Category**

		FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/2021 ADOPTED	FY 2020/21 PROJECTED	FY 2021/22 PROPOSED	CHANGE FROM FY 2020/21 ADOPTED	
<b>EXPENDITURES</b>								
	Personnel							
1	Wages	33,321	35,356	38,078	33,078	38,530	451	1%
2	Premium Pay	305	-	600	-	-	(600)	-100%
3	Health Benefits	6,927	6,901	5,858	3,911	5,442	(417)	-7%
4	Retirement Cont.	8,660	13,273	15,044	10,799	11,948	(3,096)	-21%
5	Retiree Med/OPEB	494	521	511	520	578	67	13%
6	Misc. Benefits	1,605	2,018	2,019	1,845	2,103	84	4%
7	Subtotal	51,312	58,069	62,110	50,153	58,601	(3,510)	-6%
	Non-Personnel							
8	Legal Services	-	-	-	-	-	-	-
9	Engineering Services	-	-	-	-	-	-	-
10	Professional Services	43,940	72,471	58,930	172,335	100,365	41,435	70%
11	Prof. Memberships	-	-	100	-	-	(100)	-100%
12	Insurance Premiums	-	-	-	-	-	-	-
13	Misc. Expenses	12,583	4,793	7,833	-	-	(7,833)	-100%
14	Utilities	6,293	-	8	-	-	(8)	-
15	Travel & Training	261	267	964	434	447	(517)	-54%
16	Equipment Rental	-	-	-	-	-	-	-
17	Bldg & Maint Services	-	-	-	-	-	-	-
18	Chemicals	7,362	2,237	9,270	2,095	2,158	(7,112)	-77%
19	Permits & Licenses	-	-	-	-	-	-	-
20	Supplies	9,786	11,955	17,604	14,243	14,670	(2,934)	-17%
21	Equipment	2,026	-	3,090	6,822	7,026	3,936	127%
22	Infrastructure	-	-	-	-	-	-	-
23	Claims/Penalties	-	-	-	-	-	-	-
24	Repairs & Maintenance							
25	Subtotal	82,251	91,723	97,799	195,928	124,667	26,867	27%
26	<b>TOTAL</b>	<b>133,563</b>	<b>149,792</b>	<b>159,910</b>	<b>246,081</b>	<b>183,267</b>	<b>23,358</b>	<b>15%</b>

**Key Changes**

Professional services: increase based on year-to-date actual

\$ 41,435

Net decrease in utilities, services, and supplies

\$ (14,568)

**TOTAL ENVIRONMENTAL COMPLIANCE EXPENDITURES BUDGET**

**\$ 23,358**

**ENVIRONMENTAL COMPLIANCE  
By Category**

	<b>FY 2018/19 ACTUAL</b>	<b>FY 2019/20 ACTUAL</b>	<b>FY 2020/2021 ADOPTED</b>	<b>FY 2020/21 PROJECTED</b>	<b>FY 2021/22 PROPOSED</b>	<b>CHANGE FROM FY 2020/21 ADOPTED</b>	
<b>REVENUE</b>							
<b>By Type:</b>							
JPA Assessments	134,423	218,102	157,110	157,109	183,267	26,157	17%
Contract Services	-	-	-	-	-	-	-
NDWSCP Fees	1,286	-	2,800	-	-	(2,800)	-100%
Misc. Fees	-	-	-	-	-	-	-
Interest Earnings	-	-	-	-	-	-	-
Misc. Revenue	-	-	-	-	-	-	-
From/(To) Reserves	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>135,709</b>	<b>218,102</b>	<b>159,910</b>	<b>157,109</b>	<b>183,267</b>	<b>23,357</b>	<b>15%</b>
<b>By Agency:</b>							
Half Moon Bay	84,597	121,544	88,866	88,866	107,028	18,162	20%
Granada CSD	42,461	51,578	34,172	34,172	37,570	3,398	10%
Montara WSD	35,006	44,981	34,071	34,071	38,669	4,598	13%
<b>TOTAL</b>	<b>162,064</b>	<b>218,102</b>	<b>157,109</b>	<b>157,109</b>	<b>183,267</b>	<b>26,158</b>	<b>17%</b>

**Key Changes**

Assessments reflect net decreased funding for wages, benefits, and other expenses

\$ 26,158

**TOTAL ENVIRONMENT COMPLIANCE REVENUE BUDGET DECREASE**

\$ 26,158

## FINANCIAL HIGHLIGHTS

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The following is a list of key budget lines for FY2020/21 and 2021/22 budgets with brief explanations of the changes from year to year. This is a “budget to budget” comparison and does not necessarily represent current expenditures. Underlined items indicate a budget change in excess of \$10,000 year to year.

Budget Line #	FY2020/21	FY 2021/22
1. Wages Cost of 0.25 FTE allocated to division.	\$38,078	\$38,530
2. Premium Pay Special compensation for certification above that required by the position.	\$600	\$0
3. Health Benefits The cost of medical, dental, and vision benefits provided to employees based on the MOU or Unrepresented Employees.	\$5,858	\$5,442
4. Retirement Contributions SAM pays the employer contribution to CalPERS for retirement benefits. SAM is in compliance with PEPRA.	\$15,044	\$11,948
5. Retiree Medical/OPEB Includes contributions to Health Retirement account for current retiree medical premiums and OPEB trust for future retirees.	\$511	\$578
6. Misc. Benefits Includes Medicare, long-term and short-term disability, workers compensation.	\$2,019	\$2,103
7. <b>Personnel Sub-total</b> Subtotal of all wage and benefit costs.	<b>\$62,110</b>	<b>\$58,601</b>
8. Legal Services There are no legal services budgeted to EC.	\$0	\$0
9. Engineering Services There are no engineering costs budgeted to EC.	\$0	\$0

10. Professional Services	\$58,930	\$100,365
Services that are specialized and must be performed by outside laboratories and consultants (SVCW, laboratories, SMCRCD, event registration, etc.).		
11. Professional Membership	\$100	\$0
The cost of maintaining membership in CWEA.		
12. Insurance Premiums	\$0	\$0
There are no insurance premiums budgeted to EC.		
13. Misc. Expenses	\$7,833	\$0
Includes incidental expenses (outreach materials, postage, etc.) not reflected in other categories.		
14. Utilities	\$8	\$0
There are no utility costs budgeted to EC.		
15. Travel & Training	\$964	\$447
Training and travel related costs for attendance at industry conferences, seminars, and other related events to keep current on technical skills and industry practices and required safety training.		
16. Equipment Rental/Lease	\$0	\$0
Short-term rental or lease of equipment (generators, storage tanks, etc.) for less than a fiscal year.		
17. Building & Maintenance Services	\$0	\$0
There are no building maintenance services budgeted to EC.		
18. Chemicals	\$9,270	\$2,158
Includes chemicals used in the laboratory.		
19. Permits & Licenses	\$0	\$0
There are no permits or licenses budgeted to EC.		
20. Supplies	\$17,604	\$14,670
Lab and general supplies including materials for biology student field trips to the plant.		
21. Equipment	\$3,090	\$7,026
Purchase of equipment and tools for the laboratory to replace noncompliant or inoperable equipment.		

22.	Infrastructure Projects There are no project costs budgeted to EC.	\$0	\$0
23.	Claims/Penalties There are no claims or penalties budgeted to EC.	\$0	\$0
24.	<b>Non-Personnel Subtotal</b> Subtotal of all costs not associated with wages and benefits.	<b>\$97,799</b>	<b>\$124,667</b>
25.	<b>Total</b> Total of all costs for EC (sum of Personnel and Non-Personnel subtotals).	<b>\$159,910</b>	<b>\$183,267</b>

## **GOALS**

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- Achieve and maintain 100% compliance with the District's NPDES permit requirements, including the NDWSC and Pollution Prevention (P2) programs.
- Promote and maintain a positive, safe and productive work environment while cultivating a sense of environmental stewardship.
- Promote and maintain representative sampling, perform exceptional analyses and accurately report data collected to evaluate industrial and commercial discharges, the operational status of the treatment plant and the quality of the bio-solids generated.
- Effectively regulate dischargers of industrial, commercial and other types of wastewater to protect the sanitary sewer system, the treatment plant, staff, the public and the environment.
- Effectively implement the Pollution Prevention (P2) Program and provide public outreach to reduce and or prevent the discharge of pollutants, with emphasis on educating the public regarding "flushable wipes" and the fact they are harmful to their collection system, treatment plant and the environment
- Effectively build and maintain partnerships with other agencies that have similar requirements and goals (Green Business Program, Household Hazardous Waste/Pharmaceutical Collection, Bay Area Pollution Prevention Group, etc.)
- Maintain Environmental Laboratory Accreditation Program (ELAP) certification for conventional pollutants and coliform bacteria.

## **ACHIEVEMENTS**

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- Identified deficiencies in the necessary ELAP certification requirements and implemented necessary changes.
- Performed the annual NDWSC program inspections and sampling at commercial facilities and inspections at food service establishments (FSEs) and dentists in the SAM's service area.
- Conducted classroom tours of the treatment plant for over 280 students.
- Implemented a public awareness program regarding flushable wipes.

## **PROGRAM OBJECTIVES**

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- Perform all required sampling, inspections, studies and outreach to comply with the District's NPDES permit, NDWSCP and Pollution Prevention programs, F.O.G. program, and process control.
- Maintain compliance with all programs and requirements listed above.
- Maintain ELAP certification for laboratory functions.
- Continue to educate and increase the level of awareness on pollution prevention and water quality issues with the goals of changing behavior and decreasing the volume of pollutants entering the treatment plant and the bay.
- Participate in public outreach activities such as the Half Moon Bay Art & Pumpkin Festival and Pacific Coast Dream Machines with focus on the negative impacts of flushable wipes
- Distributed informational materials, brochures, and notices regarding proper discharge of wastes to residents, commercial businesses, and public events.
- Coordinate Plant Tour program for Half Moon Bay High School biology students and the mid-coast population.

## **PERFORMANCE MEASURES**

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- Complete 100% NDWSCP inspections as required by SAM permits.
- Meet and maintain ELAP compliance requirements.
- Complete all of the necessary annual continued learning units to maintain required Environmental Compliance Inspector and Laboratory Analyst certifications from the California Water Environment Association.

## INFRASTRUCTURE DIVISION



### **PROGRAM DESCRIPTION**

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The Infrastructure Division is responsible for the management and technical support necessary to develop and manage an infrastructure program and provide project management and construction inspection services of SAM facilities.

Division services are managed by the Engineer; however, none of the related personnel costs are allocated to this division. The following staffing summary reflects the historical cost allocation to this division.

	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>
JPA	0.00	0.00	0.00	0.80	0.50	0.0	0.0	0.0

**INFRASTRUCTURE  
By Category**

		FY 2018/19 ACTUAL	FY 2019/20 ACTUAL	FY 2020/2021 ADOPTED	FY 2020/21 PROJECTED	FY 2021/22 PROPOSED	CHANGE FROM FY 2020/21 ADOPTED	
	<b>EXPENDITURES</b>							
	<u>Personnel</u>							
1	Wages	-	-	-	-	-	-	-
2	Premium Pay	-	-	-	-	-	-	-
3	Health Benefits	-	-	-	-	-	-	-
4	Retirement Cont.	-	-	-	-	-	-	-
5	Retiree Med/OPEB	-	-	-	-	-	-	-
6	Misc. Benefits	-	-	-	-	-	-	-
7	Subtotal	-	-	-	-	-	-	-
	<u>Non-Personnel</u>							
8	Legal Services	5,588	-	-	-	-	-	-
9	Engineering Services	126,231	36,240	-	-	-	-	-
10	Professional Services	3,115	96,310	17,799	-	-	(17,799)	-100%
11	Prof. Memberships	-	-	-	-	-	-	-
12	Insurance Premiums	-	-	-	-	-	-	-
13	Misc. Expenses	-	-	-	-	-	-	-
14	Utilities	-	-	-	-	-	-	-
15	Travel & Training	-	-	-	-	-	-	-
16	Equipment Rental	-	-	-	-	-	-	-
17	Bldg & Maint Services	-	-	-	-	-	-	-
18	Chemicals	-	-	-	-	-	-	-
19	Permits & Licenses	4,266	-	-	-	-	-	-
20	Supplies	-	-	-	-	-	-	-
21	Equipment	445,033	-	-	-	-	-	-
22	Infrastructure	208,443	-	1,975,000	1,433,810	2,478,320	503,320	25%
23	Claims/Penalties	-	-	-	-	-	-	-
24	Repairs & Maintenance							
25	Subtotal	792,676	132,550	1,992,799	1,433,810	2,478,320	485,521	24%
26	<b>TOTAL</b>	<b>792,676</b>	<b>132,550</b>	<b>1,992,799</b>	<b>1,433,810</b>	<b>2,478,320</b>	<b>485,521</b>	<b>24%</b>

**Key Changes**

Increased to address the projects identified in the approved  
FY2021-22 capital improvement plan budget, including engineering costs

**TOTAL INFRASTRUCTURE EXPENSE BUDGET INCREASE**

**\$ 485,521**



Budget Line #	FY2020/21	FY 2021/22
5. Retiree Medical/OPEB No personnel costs are allocated to Infrastructure.	\$0	\$0
6. Misc. Benefits No personnel costs are allocated to Infrastructure.	\$0	\$0
7. <b>Personnel Subtotal</b> Subtotal of all wage and benefit costs.	\$0	\$0
8. Legal Services No legal services costs are allocated to Infrastructure.	\$0	\$0
9. Engineering Services Engineering services requiring specialized certification or skills will be performed by consulting engineers. <i>Costs for 2020/21 included in infrastructure projects line.</i>	\$0	\$0
10. Professional Services Specialized services that cannot be provided by staff.	\$\$17,799	\$0
11. Professional Memberships There are no professional memberships budgeted to Infrastructure.	\$0	\$0
12. Insurance Premiums There are no insurance premiums budgeted to Infrastructure.	\$0	\$0
13. Misc. Expenses There are no utilities budgeted to Infrastructure.	\$0	\$0
14. Utilities There are no utilities budgeted to Infrastructure.	\$0	\$0
15. Travel & Training There are no costs budgeted to Infrastructure.	\$0	\$0
16. Equipment Rental Short-term rental or lease of equipment (generators, storage tanks, etc.).	\$0	\$0

Budget Line #	FY2020/21	FY 2021/22
17. Building & Maintenance Services Preventive maintenance and emergency repairs on structures and stationary equipment that do not extend the life expectancy of the asset.	\$0	\$0
18. Chemicals There are no chemical costs budgeted to Infrastructure.	\$0	\$0
19. Permits & Licenses Permits related to projects.	\$0	\$0
20. Supplies There are no supply costs budgeted to Infrastructure.	\$0	\$0
21. Equipment Equipment costs associated with projects that exceed \$50,000.	\$0	\$0
22. Infrastructure Contract construction costs are included in this category. Includes costs associated with projects that exceed \$50,000 each.	\$1,975,000	\$2,478,320
23. Claims/Penalties There are no costs budgeted to Infrastructure.	\$0	\$0
24. <b>Non-Personnel Subtotal</b> Subtotal of all costs not associated with wages and benefits.	<b>\$1,992,799</b>	<b>\$2,478,320</b>
25. <b>Total</b> Total of all costs for Treatment (sum of Personnel and Non-Personnel subtotals).	<b>\$1,992,799</b>	<b>\$2,478,320</b>

## **GOALS**

- To provide engineering analysis and project development for cost effective implementation of all SAM facility infrastructure projects.
- To effectively plan and implement, inspect and manage future rehabilitation and replacement of the facilities to maintain an efficient, reliable system and to provide timely response with plan review for new development.
- To maintain accurate reproducible records of facility improvements and records.
- To keep informed of all construction that may affect SAM facilities.

## **HIGHLIGHTS**

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- Directed design approval, implementation and construction inspection for all facility projects.
- Infrastructure Projects completed in FY 2020/21:
  - ✓ Digester # 1 Cleaning, Inspection and Repair
  - ✓ Administration- Replace Two Vehicles in Fleet (One Completed)
  - ✓ Montara Pump Station- Repair Access Road and Erosion Control
  - ✓ IPS Analysis and Initial Design of Upgrade or Replacement
  - ✓ Analysis/Design Replacement and Bidding Support for Princeton PS

## **PROGRAM OBJECTIVES**

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- Manage research, design, bidding and construction inspection services for infrastructure projects.
- Prioritize infrastructure projects to meet SAM needs, compliance with new regulatory requirements, and update 5-Year CIP.

## CAPITAL IMPROVEMENT PROGRAM FY2021/22 DETAILS

---

Project: **2.02 Montara Pump Station - Replace Pump 1**  
Priority: Rehabilitation/Replacement

This project involves replacing pumps No. 1 at the Montara Pump Station with submersible grinder style pump similar to pump No. 3. Pump No. 1 was installed in 1983 and is no longer operating efficiently. has now exceeded its expected useful life.



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**CIP Total Cost:** \$208,000

**Project Funding:** This project will be funded by SAM's Infrastructure Program

**Basis of Priority:** This is a discretionary project that will benefit the performance and reliability of the Montara Pump Station by replacing pump No. 1 with a higher efficiency grinder style pump.

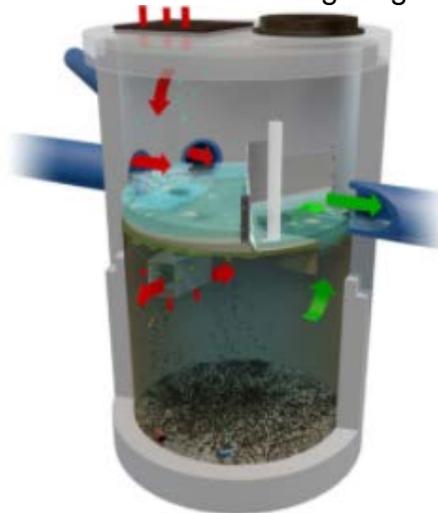
### Annual Cost Distribution and Schedule

CIP Total	FY2021	FY2022	FY2023	FY2024	FY2025
208,000	208,000				

**Project: 2.03 Montara Pump Station - Install Passive Grit Removal System**

Priority: Maintenance/Safety

This project involves installation of a passive grit removal system at the Montara Pump Station to intercept and collect grit, sand, and rocks that otherwise will collect in the wet well. The sewer service area that contributes flow to the Montara Pump Station historically has unusually high amounts of grit and small stones. These can cause damage to the pumps. To prevent this from happening SAM staff perform a confined space entry into the wet well to manually remove the material. A grit chamber would continuously remove grit from the sewage prior to the wet well. The grit removal system would be similar to the following diagram.



Stormceptor<sup>®</sup> EF  
Conceptual passive grit removal system

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**CIP Total Cost:** \$208,000

**Project Funding:** This project will be funded by SAM's Infrastructure Program

**Basis of Priority:** This project is a discretionary project that will benefit the performance of the Montara Pump Station, increase reliability of the pumps, and reduce maintenance and danger associated with removing the grit and rocks from the wet well manually as is done currently.

**Annual Cost Distribution and Schedule**

CIP Total	FY2021	FY2022	FY2023	FY2024	FY2025
208,000	208,000				

**Project: 2.07 Montara Pump Station – Install Proper Hatches**

Priority: Repair/Replacement/Safety

This project involves upgrading the three existing floor hatches between the motor control room and the pump room below as shown in the following photo. The floor openings are currently covered with square diamond plate steel plates that are difficult and dangerous to remove and replace when the pumps need to be removed for maintenance and/or repair. The new hatches would be hinged for easier/safer opening and closing and would have a fall protection



Existing floor opening



Improved floor opening

**CIP Total Cost:** \$52,000

**Project Funding:** This project will be funded by SAM's Infrastructure Program

**Basis of Priority:** This project will reduce the risk of injury due to an accidental fall through the currently unprotected floor openings by providing an easy to open hatch with integral safety grate.

**Annual Cost Distribution and Schedule**

CIP Total	FY2021	FY2022	FY2023	FY2024	FY2025
52,000	52,000				

**Project: 3.01 Portola Pump Station – Replace door, grating, and hatch**

Priority: Regulatory and Safety

This project provides for replacing the Portola Pump Station wet well door and installation of proper hatches at the wet well. The existing hatches are in disrepair and need to be replaced to prevent SAM staff from injury by accidentally falling through one of the existing unsecure hatches in at the wet well and machine shop.



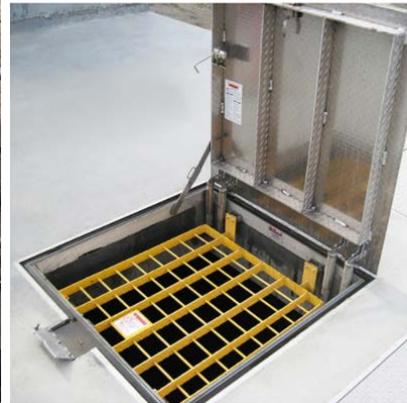
Wet well door



Replacement



Wet Well Opening



Safety Hatch

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**CIP Total Cost:** \$52,000

**Project Funding:** This project will be funded by SAM's Infrastructure Program

**Basis of Priority:** This project is ranked as Priority Level 1 because it is dangerous for SAM staff to work in this area where the existing hatches are compromised. Staff may be injured if they accidentally fall through the existing hatch.

**Annual Cost Distribution and Schedule**

CIP Total	FY2021	FY2022	FY2023	FY2024	FY2025
52,000	52,000				

**Project: 3.03 Portola Pump Station – Replace Pump 1 with a Chopper Pump**

Priority: Rehabilitation/Replacement

This project replaces pump 1 with a chopper style pump. Pump 1 is the most frequently used pump at the station and sees the most run time. The pump is old and comprised of multiple different parts of varying age and presumed reliability. Rags and wipes that get caught in the volute of the pump must be removed manually on a regular basis requiring that the pump be taken out of service and opened for cleaning. A chopper pump would eliminate the time-consuming task of cleaning rags from the pump volute.



Pumps 1, 2, 3, and 4 (from left to right)

**CIP Total Cost:** \$156,000

**Project Funding:** This project will be funded by SAM's Infrastructure Program

**Basis of Priority:** This project is a priority since the components of pump are old and require replacement. Replacing the entire pump and motor with a chopper style pump will reduce the labor required to clean the volute continuously.

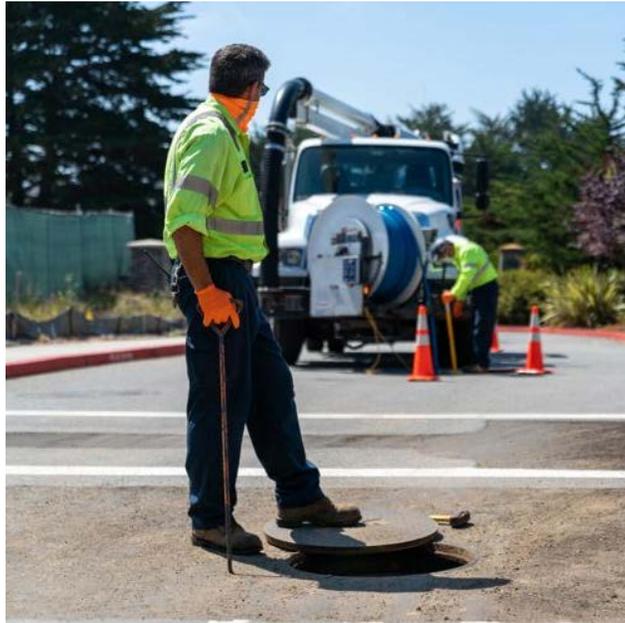
**Annual Cost Distribution and Schedule**

CIP Total	FY2021	FY2022	FY2023	FY2024	FY2025
156,000	156,000				

**Project: 5.01 Rehabilitate/Replace Vehicle Fleet**

Priority: Maintenance/Repair/Replacement

This project involves the periodic maintenance and repair of SAM's vehicles and the systematic replacement of pickup trucks, utility trucks, SUVs, and jet trucks when they reach the end of their useful life or are regarded as no longer reliable, safe, or roadworthy. This particular project involves periodic maintenance and repair of SAM's Maintenance Service Truck. This truck was bought in 2008 and is frequently at the repair shop.



Sewer flushing truck in service

**CIP Total Cost:** \$78,000

**Project Funding:** This project will be funded by SAM's Infrastructure Program

**Basis of Priority:** Routine repair and eventual replacement of SAM's vehicles will assure reliable and safe equipment is at staff's disposal.

**Annual Cost Distribution and Schedule**

CIP Total	FY2021	FY2022	FY2023	FY2024	FY2025
78,000	78,000				

**Project: 8.01 Headworks – Replace automatic bar screen drives and screens (3/8” wide and rakes)**

Priority: Replacement and Rehabilitation

This project involves replacing the electric motors on the automatic bar screens and replacing the screen (bar rack) with narrower screens (3/8” wide) so that more rags and solid debris can be removed before the wastewater enters the plant. This will require that the rakes that clean the bar rack be replaced with 3/8” wide tines.



Automatic bar screens 1 and 2

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**CIP Total Cost:** \$216,320

**Project Funding:** This project will be funded by SAM's Infrastructure Program

**Basis of Priority:** This project replaces equipment that is deteriorated and in danger of failure. Should the grit washer have a catastrophic failure it would negatively impact the pre-treatment wastewater treatment process and disrupt the grit removal system.

**Annual Cost Distribution and Schedule**

CIP Total	FY2021	FY2022	FY2023	FY2024	FY2025
216,320		216, 320			

**Project: 9.01 Influent Pumping – Replace Influent Pumps and Motors 1 - 5**

Priority: Rehabilitation/Replacement

This project involves replacing the existing influent pumps 1 through 5. The influent pumps are located downstream of the plants mechanical bar racks. They lift the raw wastewater from the influent wet well into the plant. The pumps are outdated models that have deteriorated and need to be replaced with modern equipment. The pumps at the influent wet well tend to deteriorate faster than other outdoor equipment due to the salt air and sewage environment.



Influent Pump Station

**CIP Total Cost:** \$260,000

**Project Funding:** This project will be funded by SAM's Infrastructure Program

**Basis of Priority:** This project is a priority since the entire treatment process depends on these pumps lifting the wastewater into the plant. These pumps are old and are beginning to need more frequent maintenance and repair.

**Annual Cost Distribution and Schedule**

<b>CIP Total</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>
260,000	260,000				

**Project: 9.03 Influent Pumping – Electrical Improvement for Pumps 1 - 8**

Priority: Rehabilitation/Replacement

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This project involves implementing electrical and controls upgrades to existing influent pumps 1 through 8. The influent pumps are located downstream of the plant's mechanical bar racks. They lift the raw wastewater from the influent wet well into the plant. Pumps 1, 2, and 3 are VFD controlled and 4, and 5 are constant speed. This project will add VFDs for pumps 4 and 5. Stop/Run controls at the pumps will be replaced with Hand/Off/Auto switches to provide the operators with more control. The existing electrical conduits and controls at the influent wet well are deteriorated due to the salt air and sewage environment.

The VFD's provide multiple benefits:

- .They allow for a constant steady flow into the plant that can be controlled by the operating system and help the process run more smoothly. They will assist in equalizing the flow rate into the primary's and aeration basins.
- They provide energy savings for the plant. With a slower ramp up time vs full speed in rush, we can run the motors at a slower speed during flow control mode.
- The current control scheme of pumps 4 and 5 makes it to where they are rarely operated, which causes issues for the motor and pump internal components when they are asked to operate, cracked seals and corrosion. With VFD's they will be integrated into the current control system logic to be cycled daily to make sure the pumps are operational at all times. This will also make it so an operator can easily put them in use during maintenance of other pumps with VFD's on them.
- They offer multiple other benefits as well, such as Controlled Starting Current, which will help the life of the motor. Reverse operation to help unclog the pump and save time on pulling it. Reduced line power disturbances, reduced voltage sag which could affect the whole plant's distribution system.



Influent Pumps

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**CIP Total Cost:** \$208,000

**Project Funding:** This project will be funded by SAM's Infrastructure Program

**Basis of Priority:** This project is a priority since automatic control of the pumps can only be achieved from the Motor Control Center in Mechanical Building 1 and speed control is need on pumps 4 and 5 for more efficient operation of the system.

**Annual Cost Distribution and Schedule**

<b>CIP Total</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>
208,000	208,000				

**Project: 11.01 Rehabilitate Aeration Basin 4 with Fine Bubble Diffusers and Rehabilitate Aeration Basin 3**

Priority: Rehabilitation/Replacement/Regulatory

This project involves installing diffused aeration equipment in what is currently an empty and unused aeration tank and bringing it online. This project is a particularly important capital expenditure due to modifications to the treatment process in late 2020 due to the unexplained high nutrient loading experienced by the plant.



Aeration Basin 4

**CIP Total Cost:** \$416,000

**Project Funding:** This project will be funded by SAM's Infrastructure Program

**Basis of Priority:** This is a priority in response to the plant's biological process upset of late 2020. This project will allow staff greater flexibility in the operation of the secondary aeration system while achieving the desired dissolved oxygen concentration necessary for proper biological treatment. It will also allow the plant to empty the other aeration basins occasionally to do maintenance and repairs on them.

**Annual Cost Distribution and Schedule**

<b>CIP Total</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>
416,000	416,000				

**Project: 11.03 Relocate WAS Pump for RDT from Upstairs to Basement of MB2**

Priority: Rehabilitation/Replacement

This project involves relocation of the waste activated sludge (WAS) progressive cavity pump from its current location next to the rotary drum thickener (RDT) to the basement of Mechanical Building 2. This relocation will provide greater flexibility with regard to transferring thickened waste activated sludge to the digesters or other storage locations. A new concrete housekeeping pad and piping will be required in the basement. The pump is currently outside in the tent area on the RDT skid. This is a progressive cavity pump and requires flooded suction. Relocation is required for better suction and head.



WAS Progressive Cavity Pump

**CIP Total Cost:** \$104,000

**Project Funding:** This project will be funded by SAM's Infrastructure Program

**Basis of Priority:** This project is prioritized since it is important for operations staff to have the flexibility to move the WAS effectively and not need to depend on the current temporary hoses and fitting. Permanent piping and an inside pump arrangement are warranted.

**Annual Cost Distribution and Schedule**

CIP Total	FY2021	FY2022	FY2023	FY2024	FY2025
104,000	104,000				

**Project: 12.01 Disinfection – Install Shade Canopy for Chemical Feed Pumps**

Priority: Regulatory and Safety

Previous CIP Projects provided for the replacement of chemical metering pumps. The sun had deteriorated the old plastic pipes and other ancillary plastic components of the chemical metering pumps that are not ultraviolet (UV) protected. To protect the new equipment from the sun and rain, a pre-engineered fabric sun shield will be erected above the containment area walls and be similar to a car shade structure as shown below. The sun shield will also protect SAM staff from the sun while they maintain the pumps and equipment in this area.



New chemical feed pumps and controls



Shade structure concept

**CIP Total Cost:** \$52,000

**Project Funding:** This project will be funded by SAM's Infrastructure Program

**Basis of Priority:** These pumps distribute chlorination (sodium hypochlorite) and de-chlorination (sodium bisulfite) chemicals that are essential for meeting SAM's NPDES permit requirements. These new assets will be protected from future deterioration by a pre-engineered sun shield.

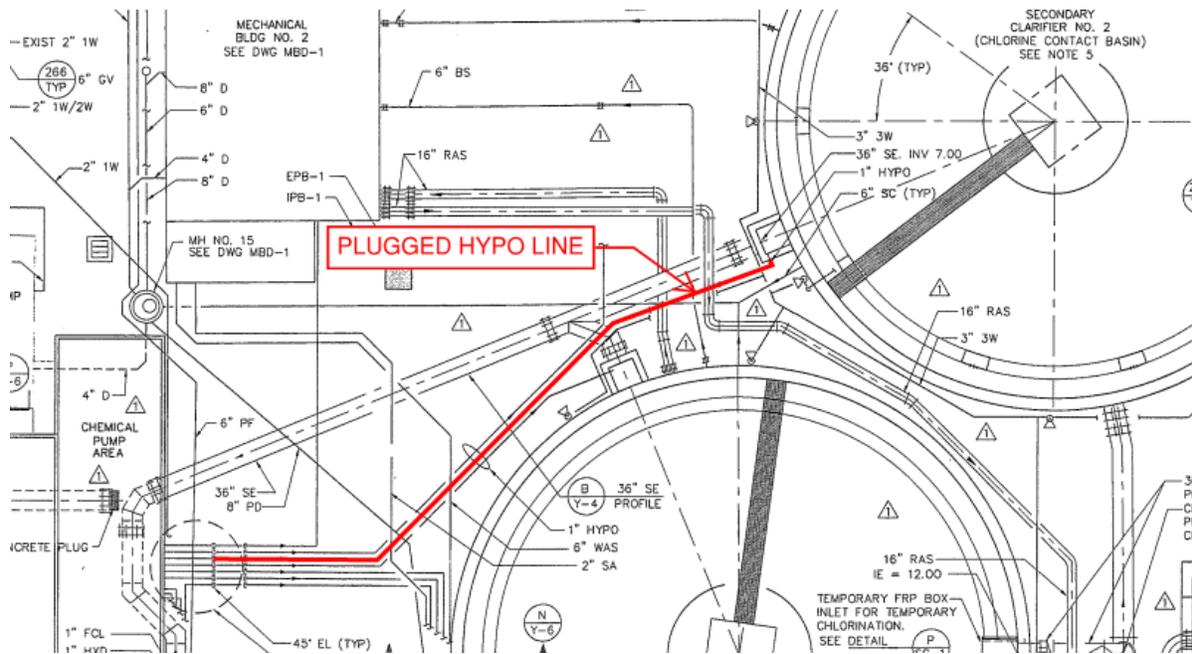
**Annual Cost Distribution and Schedule**

CIP Total	FY2021	FY2022	FY2023	FY2024	FY2025
52,000	52,000				

**Project: 12.02 Disinfection – Fix Chlorine Injection Issues**

Priority: Repair/Rehabilitation

The 1” sodium hypochlorite (hypo) feed pipeline to Secondary Clarifier 2 effluent trough is plugged below ground. A temporary hose delivers hypo from the chemical storage area to Clarifier 2. This project will determine the cause of the blockage and restore the function of the existing 1” feed pipeline as shown below.



Sodium hypochlorite feed pipeline route from chemical storage area to Clarifier 2

**CIP Total Cost:** \$52,000

**Project Funding:** This project will be funded by SAM's Infrastructure Program

**Basis of Priority:** The pipeline has been plugged and attempts to unplug it have failed. It is recommended that the 1” PVC hypo pipeline be removed from its 4” carrier pipe and replaced with a hose. If the pipe cannot be readily removed it may need to be excavated.

**Annual Cost Distribution and Schedule**

CIP Total	FY2021	FY2022	FY2023	FY2024	FY2025
52,000	52,000				

**Project: 13.01 – Replace Effluent Pumps 1 and 2**

Priority: Replacement and Rehabilitation

This project involves replacing effluent pumps/motors 1, 2, and 3 over a two-year period starting in 2021 and completed in 2022. These pumps are no longer manufactured and replacement parts must be custom fabricated when necessary. New pumps will operate more efficiently.



Effluent pumps 1, 2, and 3

**CIP Total Cost:** \$104,000

**Project Funding:** This project will be funded by SAM's Infrastructure Program

**Basis of Priority:** This project is a priority because these pumps are responsible for conveying all flow out of the WWTP during storm events and high tide when ocean outfall can no longer flow by gravity. Since the WWTP could potentially flood in an event such as this, the pumps must be maintained in peak reliable condition at all times.

**Annual Cost Distribution and Schedule**

CIP Total	FY2021	FY2022	FY2023	FY2024	FY2025
104,000	104,000				

**Project: 14.01 Install VFDs on Sludge Transfer Pumps 1 and 2, Add Mag Meter**

Priority: Replacement and Rehabilitation

This project involves installing variable frequency drives (VFDs) on the bottom sludge transfer pumps in the digester control building so that the speed of the pump (and corresponding flow rate) can be modulated. Currently the pumps are constant speed and do not provide the flow control needed by Operations staff. Variable speed control of these pumps will allow the sludge to be pumped directly to the belt filter press (BFP) for dewatering instead of being pumped to the digested sludge holding tank and then pumped again to the BFP. This project will also include installing a magnetic flow meter on the 8" feed line to the BFP in the chemical dosing room of Mechanical Building 1.



Progressive cavity sludge feed pump



8" feed line to BFP

**CIP Total Cost:** \$104,000

**Project Funding:** This project will be funded by SAM's Infrastructure Program

**Basis of Priority:** This project will provide Operations staff greater flexibility in controlling the sludge transfer rate to the belt filter press dewatering process.

**Annual Cost Distribution and Schedule**

CIP Total	FY2021	FY2022	FY2023	FY2024	FY2025
104,000	104,000				

**Project: 14.02 Anaerobic Digestion – Install Stainless Steel Heat Exchanger and Shell**  
**Priority: Replacement and Rehabilitation**

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This project focuses on the replacement of the existing heat exchangers in the digester control building. The shell and the tube bundle are degraded by corrosive liquid and require frequent replacement. These units would be replaced with more efficient equipment made of stainless steel.



Existing heat exchanger

---

**CIP Total Cost:** \$104,000

**Project Funding:** This project will be funded by SAM's Infrastructure Program

**Basis of Priority:** This project will replace a degraded asset that is a critical component responsible for the proper biological sludge digestion process at the WWTP.

**Annual Cost Distribution and Schedule**

<b>CIP Total</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>
104,000	104,000				

**Project: 14.03 Anaerobic Digestion – Replace Sludge Mixing Pumps 1 and 2 with Chopper Pumps**

Priority: Replacement and Rehabilitation

This project will replace the sludge mixing pumps 1 and 2 in the Digester Building with chopper style pumps. The existing mixing pumps are old and need to be replaced. The new pumps will be chopper pumps so that the digesting sludge being mixed will be shredded into small pieces to reduce clogging due to string and rags. The new pumps will operate more efficiently with less need for maintenance.



Existing sludge mixing pump 2

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**CIP Total Cost:** \$104,000

**Project Funding:** This project will be funded by SAM's Infrastructure Program

**Basis of Priority:** This project will replace a degraded asset that a critical component responsible for the proper biological sludge digestion process at the WWTP.

**Annual Cost Distribution and Schedule**

CIP Total	FY2021	FY2022	FY2023	FY2024	FY2025
104,000	104,000				

## Position Control List

<u>Classifications</u>	<u>Authorized Positions</u>
<b><u>Administrative Services:</u></b>	
General Manager	1.0
Finance Officer	1.0
<i>Accounting Technician (Defunded)</i>	0.0
Administrative Assistant	<u>1.0</u>
	3.0
<b><u>Operations &amp; Maintenance:</u></b>	
<i>Engineering &amp; Construction Contracts Manager (Defunded)</i>	0.0
Supervisor of Treatment / Field Operations	0.75
Maintenance Mechanic I/II/III	2.0
Operator I/II/III	3.0
Lead Operator	2.0
Utility Worker	<u>1.0</u>
	8.75
<b><u>Environmental Compliance:</u></b>	
Supervisor of Treatment / Field Operations	.25
<b>Total Authorized – General Budget</b>	<b>12.0</b>
<b><u>Collection Services:</u></b>	
Lead Collection Maintenance Worker	1.0
Collection Maintenance Worker I/II/III	2.0
Maintenance Mechanic I/II/III	<u>1.0</u>
<b>Total Authorized – Collections Services</b>	<b>4.0</b>
<b>Grand Total Authorized Authority</b>	<b>16.0</b>

# MEMORANDUM

**TO:** Kishen Prathivadi  
**FROM:** Jeremy N. Jungreis  
**DATE:** April 30, 2021  
**RE:** Inquiry Regarding the General Budget and Components of Same

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Following the Sewer Authority Mid-Coastside (“SAM”) Board meeting of April 26, 2021, you asked me to provide an opinion on whether it is proper to have an “Infrastructure Budget” approved by the Board which is separate and distinct from the General Budget as requested by the City at the April 26 SAM Board meeting. I researched the issue and reviewed pertinent sections of the SAM Joint Powers Authority Agreement (“JPA Agreement”) per your request.

My opinion is that infrastructure expenses which are budgeted for the purpose of maintaining safe and reliable function of existing SAM facilities—whether categorized as “infrastructure” or not—are properly included and approved by the SAM Board as a component of the General Budget per the JPA Agreement, Section V.A.2. Review of recent General Budgets confirms that infrastructure/capital work that is necessary to maintain the continued safe and reliable operation of existing SAM facilities has historically been approved by SAM as a component of the General Budget.

\* \* \*

I’m happy to answer any questions that you or the SAM Board may have regarding this matter.

# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 20, 2021**

TO: BOARD OF DIRECTORS



FROM: Clemens Heldmaier, General Manager

## **SUBJECT: Review of Drought Contingency Plan**

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MWSD adopted a Drought Contingency Plan in 2008, and updated this plan in 2014 per the recommendations and guidelines released by the Division of Drinking Water. The 2014 Drought Contingency Plan is the guiding document for the District's decisions with regards to evaluating supply availability conditions and implementing water use management measures.

The Drought Contingency Plan has five (5) stages, as follows:

- STAGE 1 - Normal Water Supply
- STAGE 2 - Water Alert
- STAGE 3 - Water Warning
- STAGE 4 - Water Crisis
- STAGE 5 - Water Emergency

The District permanently maintains conservation and water user management policies consistent with Stage 1, including the following voluntary measures:

- Landscape and pasture shall be irrigated early in the day or late in the evening.
- Water shall be confined to the consumer's property and shall not be allowed to run off to adjoining property or the roadside ditch or gutter. Care shall be taken not to water past the point of saturation.
- Leaking consumer pipes or faulty sprinklers shall be repaired within five (5) days or less if warranted by the severity of the problem.
- No hosing down of automobiles, boats, sidewalks and/or driveways. Please wash automobiles or equipment on the lawn or at a commercial establishment that uses recycled or reclaimed water.
- Washing of streets, parking lots and buildings except as necessary for health, sanitary or fire protection purposes shall be prohibited.
- Attach automatic shut-off devices on any hose or filling apparatus in use.
- No water from the District's system shall be used to fill or refill swimming pools, spas, artificial lakes, ponds or streams except as necessary for public health or fire protection.
- No outdoor water use of any kind during power outages.

The remaining four (4) stages in the Drought Contingency Plan are triggered by the analysis of water supply availability, water table levels, and tank level conditions, and become successively more stringent with regard to consumer water use. Stages 2 through 5 include both mandatory and voluntary water use management measures.

### RECOMMENDATION:

This item is for the Board information only. No Action is Required.

Attachment

# Montara Water and Sanitary District Drought Contingency Plan



**Prepared by:**

**S R T**  
consultants

**March 2014**

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  - Urban Water Management Planning Act*
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- 4.5 WATER EMERGENCY: STAGE 5 Water Management Measures

#### 5. Enforcement

## DEFINITIONS

For the purposes of this plan, the following definitions shall apply:

**Aesthetic water** use means water use for ornamental or decorative purposes such as fountains, reflecting pools, and water gardens.

**Commercial and institutional water** use means water that is integral to the operations of commercial and nonprofit establishments and governmental entities such as retail establishments, hotels and motels, restaurants, and office buildings.

**Conservation** means those practices, techniques, and technologies that reduce the consumption of water, reduce the loss or waste of water, improve the efficiency in the use of water or increase the recycling and reuse of water so that a supply is conserved and made available for future or alternative uses.

**Customer** means any person, company, or organization using water supplied by MWSD.

**Domestic water use** means water use for personal needs or for household or sanitary purposes such as drinking, bathing, heating, cooking, sanitation, or for cleaning a residence, business, industry, or institution.

**Industrial water use** means the use of water in processes designed to convert materials of lower value into forms having greater usability and value.

**Landscape irrigation use** means water used for the irrigation and maintenance of landscaped areas, whether publicly or privately owned, including residential and commercial lawns, gardens, golf courses, parks, and rights-of-way and medians.

**New landscape** is defined as vegetation (1) installed at the time of new construction of a residential or commercial facility; (2) installed as part of a governmental entity's capital improvement project; (3) installed to stabilize an area disturbed by construction; and/or (4) that alters more than 500 contiguous square feet of an existing landscape.

**Nonessential water use** means water uses that are not essential or required for the protection of public, health, safety, and welfare, including:

- (1) Irrigation of landscape areas, including parks, athletic fields, and golf courses, except otherwise provided under this plan;
- (2) Use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle;
- (3) Use of water to wash down any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas;
- (4) Use of water to wash down buildings or structures for purposes other than immediate fire protection;
- (5) Flushing gutters or permitting water to run or accumulate in any gutter or street;
- (6) Use of water to fill, refill, or add to any indoor or outdoor swimming pools or Jacuzzi-type pools;
- (7) Use of water in a fountain or pond for aesthetic or scenic purposes except where necessary to support aquatic life;
- (8) Failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s); and
- (9) Use of water from hydrants for construction purposes or any other purposes other than firefighting.

## 1. Introduction

Drought is a gradual phenomenon. Although droughts are sometimes characterized as emergencies, they differ from typical emergency events. Most natural disasters, such as floods or wildfires, occur relatively rapidly and afford little time for preparing for disaster response. Droughts occur slowly, over a multi-year period. In the most general sense, drought is a deficiency of precipitation over an extended period of time, resulting in a water shortage for some activity, group, or environmental sector. However, it is clear that drought cannot be viewed solely as a physical phenomenon. A water shortage occurs when supply is reduced to a level that cannot support existing demands. Natural forces, system component failure or interruption, or regulatory actions may cause these water shortages. Such conditions could last two to three months or extend over many years.

Contingency planning before a shortage allows selection of appropriate responses consistent with the varying severity of shortages. While the actions taken should be adequate to deal with the circumstances and no more, it is essential that water suppliers start demand-reduction programs before a severe shortage. Water suppliers that delay demand-reduction programs may exhaust reserve supplies early in an extended shortage and could cause unnecessary social and economic harm to the communities. A Drought Contingency Plan should enable water suppliers to provide water for public health and safety and minimize impacts on economic activity, environmental resources and the region's lifestyle.

### 1.1 Purpose

In order to conserve the available water supply and protect the integrity of water supply facilities, with particular regard for domestic water use, sanitation, and fire protection, and to protect and preserve public health, welfare, and safety and minimize the adverse impacts of water supply shortage or other water supply emergency conditions, Montara Water and Sanitary District (MWSD or District) has developed this *Drought Contingency Plan* to outline the regulations and restrictions on the delivery and consumption of water.

Water uses regulated or prohibited under this *Drought Contingency Plan* are considered to be nonessential and continuation of such uses during times of water shortage or other emergency water supply condition are deemed to constitute a waste of water which subjects the offender(s) to penalties as defined in Section 5 of this plan.

### 1.2 Drought-Related Regulations

The relevant regulations pertaining to drought contingency are summarized in the sections below.

#### ***Declaration of Water Shortage Emergencies—California Water Code, Sections 350-359***

For California water suppliers, the requirements of these two acts need to be incorporated into any water shortage plans. The key elements of these acts are summarized in Table 1. These provisions provide the authority for water suppliers to declare a water shortage emergency and grant the water supplier broad powers to enforce regulations and restrictions for managing the water shortage. Water needed for domestic purposes is given priority and discrimination within a class of customers is prohibited.

**Table 1 Summary of California Water Code Provisions**

Section	Summary of Key Points
350	Governing body of water supply distributor has authority to declare water shortage emergency condition. Defines water shortage emergency condition as when there would be “insufficient water for human consumption, sanitation, and fire protection.”
351	A public hearing is required prior to a water shortage emergency condition declaration.
352	Advertisement of the public hearing must follow certain notification and distribution procedures.
353	Governing body of water supply distributor must adopt regulations and restrictions to “conserve the water supply for the greatest public benefit.” Priority uses are domestic, sanitation, and fire protection.
354	Option given to governing body of water supply distributor to establish additional water allocation, distribution, and delivery priorities. Method of allocation cannot discriminate “between customers using water for the same purpose or purposes.”
355	Regulations and restrictions are in effect until the emergency is over and the water supply has been replenished or augmented.
356	Regulations and restrictions allow prohibiting new or additional service connections. Enforcement of regulations and restrictions may include discontinuing service to customers willfully violating them.
357	Regulations and restrictions must prevail over allocation provisions of laws pertaining to water rights of individual customers. Water distributors subject to regulation by the State Public Utilities Commission (PUC) need prior approval by the PUC before adopting regulations and restrictions of this type.
358	Review of an emergency declaration or adopted regulations and restrictions adopted by a court is not prohibited.
359	Requirements for applying for federal drought relief program.

***Urban Water Management Planning Act***

The California Urban Water Management Planning Act (UWMP Act) requires urban water suppliers to describe and evaluate sources of water supply, efficient uses of water, demand management measures, implementation strategy and schedule, and other relevant information and programs.

The UWMP Act, established in 1983, and last amended in 2009, requires every urban water

supplier that provides water to 3,000 or more customers, or that provides more than 3,000 acre-feet of water annually to develop and implement an UWMP (California Water Code Sections 10610-10657). Designated small water systems, or water systems that provide 3,000 acre-feet of water to 3,000 or less customers, are not required to prepare an UWMP.

The UWMP Act describes the contents of UWMPs as well as how urban water suppliers should adopt and implement the plans. An important requirement is that each water supplier must prepare an urban water shortage contingency analysis (California Water Code Section 10632). This UWMP Act describes a comprehensive urban water shortage contingency analysis as contains the following key elements:

- (a) Stages of action to be undertaken by the urban water supplier in response to water supply shortages, including up to a 50 percent reduction in water supply, and an outline of specific water supply conditions which are applicable to each stage.
- (b) An estimate of the minimum water supply available during each of the next three water years based on the driest three-year historic sequence for the agency's water supply.
- (c) Actions to be undertaken by the urban water supplier to prepare for, and implement during, a catastrophic interruption of water supplies including, but not limited to, a regional power outage, an earthquake, or other disaster.
- (d) Additional, mandatory prohibitions against specific water use practices during water shortages, including, but not limited to, prohibiting the use of potable water for street cleaning.
- (e) Consumption reduction methods in the most restrictive stages. Each urban water supplier may use any type of consumption reduction methods in its water shortage contingency analysis that would reduce water use, are appropriate for its area, and have the ability to achieve a water use reduction consistent with up to a 50 percent reduction in water supply.
- (f) Penalties or charges for excessive use, where applicable.
- (g) An analysis of the impacts of each of the actions and conditions described in subdivisions (a) to (f), inclusive, on the revenues and expenditures of the urban water supplier, and proposed measures to overcome those impacts, such as the development of reserves and rate adjustments.
- (h) A draft water shortage contingency resolution or ordinance.
- (i) A mechanism for determining actual reductions in water use pursuant to the urban water shortage contingency analysis.

### **1.3 MWSD Water System Background**

The Montara Water and Sanitary District (MWSD or District) provides water, sanitary sewer, and solid waste disposal services to the coastal communities of Montara, Moss Beach, and adjacent areas located north of Half Moon Bay and south of Pacifica, in San Mateo County, California. The District owns and operates water storage, treatment, and distribution facilities that currently provide domestic water to approximately 1,650 domestic water connections, most of which (approximately 90%) are single family and multi-family residential connections. The system currently includes a surface water source, a water treatment plant, eleven groundwater wells (nine active and two standbys), four potable water storage tanks, and over 150,000 feet of distribution pipelines.

**Surface Water.** The District's surface water source is Montara Creek. The District diverts water from the Creek at a diversion point northeast of Montara. The water is conveyed from the diversion point to the Alta Vista water treatment plant (AVWTP), co-located with the existing Alta Vista Tank. The District's maximum diversion is limited to 75 gpm, which is the rated capacity of the Alta Vista water treatment plant in accordance with the permit for the plant issued by the California Department of Public Health (CDPH). AVWTP uses coagulation, contact clarification, filtration and chlorination to treat the raw water from Montara Creek. The District's water rights allow diversions from Montara Creek of up to 200 gpm. In winter months, when flows in the creek are most abundant, diversions from the creek decrease due to turbidity issues that the AVWTP currently cannot process.

**Groundwater.** Presently, the District owns eleven groundwater wells. Two of the wells, Park and Portola Estates II, are disconnected from the distribution system and have not been used in over 10 years due to the exceedance of Title 22 drinking water standards for iron and manganese. The CDPH has classified the wells as 'Inactive'. The remaining nine wells are as follows: North Airport, South Airport, Airport 3, Drake, Wagner, Portola Estates I, III, & IV and the Alta Vista Well. The active wells have a combined rated capacity of 545 gpm.

#### **1.4 Existing Water Demand Management Measures**

Since MWSD acquired the water system in 2003, the District has made significant efforts to reduce water losses within the existing water system and minimize customer water usage.

##### ***Water System Operational Efficiency Improvements***

MWSD acquired the system in August 2003 and immediately implemented projects and programs to improve operational efficiency and minimize water losses. The projects that have most significantly improved operational efficiencies are listed in Table 2.

**Table 2 Water System Improvements**

<b>System Improvement</b>	<b>Description</b>	<b>Benefits</b>
<i>Water Main Replacement Program</i>	System-wide in-kind replacements of water mains started in 2003 based on MWSD's leak detection and monitoring program.	Reduced water losses, improved flow efficiency and water quality. Resulted in a six-percent reduction in water losses between 2003 and 2010.
<i>Raw Water Pipeline Replacement</i>	The severely deteriorated Alta Vista Raw Water Pipeline was replaced in 2004 in its entirety.	Improved water quality, reduced water losses, and improved water flows.
<i>Addition of Schoolhouse Control Valve</i>	The addition of a control valve in the Schoolhouse pressure zone in 2009 allowed better water transport in the entire water system.	Improved water conveyance and reduced the volume of water necessary for flushing procedures to protect water quality. Reduced need for flushing equates to significant water savings.
<i>Distribution System Flow Improvements</i>	Critical modifications were made to the distribution system starting in 2003 to allow for flexibility in delivering water to different pressure zones.	Improved water system flows and energy efficiency.
<i>Supervisory Control &amp; Data Acquisition System (SCADA) Improvements</i>	Starting in 2003, MWSD was making improvements to its SCADA system.	Improved monitoring allowing staff to make better-informed decisions in system efficiency and reliability.
<i>Groundwater Pumping and Treatment Improvements</i>	District implemented well rehabilitation and treatment and pumping modifications, restoring the wells to their rated capacities.	Increased water supply and reduced pressure losses throughout the water system.
<i>Surface Water Treatment and Storage Improvements</i>	Montara Creek treatment and storage improvements	Improved seismic reliability and water delivery efficiency.

**Water Conservation Efforts**

MWSD has employed strategies aligned with the California Urban Water Conservation Council (CUWCC) Best Management Practices (BMPs) to achieve high levels of conservation over the past seven years. The specific conservation methods employed by the District to realize these reductions are included in Table 3.

**Table 3 Conservation Efforts and Benefits**

Conservation Effort	Description	Benefits
<i>Water Conservation Program</i>	In late 2003, MWSD established the Water Conservation Program to install water-efficient fixtures while offering a customer rebate program.	Reduced the amount of water used by customers and resulted in lower water demands.
<i>Leak Detection Program</i>	In 2007, the District replaced all customer water meters, totaling 1,614, with new radio-read meters. This system alerts operators about any leaks on the customer side.	Reduced the amount of water that was lost through leaks in the customers' homes; resulted in lower water demands.
<i>Water Audits</i>	MWSD purchased several Orion water meter monitors to monitor for leaks. These water meter monitors can be borrowed or purchased by customers through the District.	Reduced water demands due to early leak detection.
<i>Public Education</i>	The District provides free conservation kits to customers, including showerheads and faucet aerators, and emphasizes conservation in newsletters.	Generated community awareness of conservation and resulted in water demand reduction.

## 2. Evaluation of Supply and Demand

Both historical information and information on current conditions are necessary in evaluating the overall impact of a drought on the MWSD water system. Historical data is used to generate a reasonably precise definition of “normal” versus “drought” characteristics. Review of the present supply is used to estimate how much water of acceptable quality will likely be available. Historical and current data are used to create water shortage scenarios. This section outlines the data needed to assess possible water shortage scenarios and calculations necessary for interpreting the data.

### 2.1 Data Collection

Data concerning the water supply, storage capacity, and customer demands are compiled and used for building a shortage-planning database. Information needs are summarized in Table 4, below.

**Table 4 Data Collection Parameters**

Data Category	Data Collection Parameters
<b>Supply Data</b>	<ul style="list-style-type: none"> <li>• Source capacities</li> <li>• Stream flow</li> <li>• Groundwater table elevations in each well under pumping and non-pumping conditions</li> <li>• Precipitation records and forecasts (rainfall)</li> <li>• Facilities data – maximum sustained pumping rates, pipeline capacities, etc.</li> </ul>
<b>Demand Data</b>	<ul style="list-style-type: none"> <li>• Production records (minimum of five years) and forecasts</li> <li>• Consumption records</li> <li>• Service area population and growth projections</li> <li>• Customer class characteristics (residential, agricultural, industrial)</li> </ul>
<b>Storage Data</b>	<ul style="list-style-type: none"> <li>• Record and monitor the water levels in the system storage tanks during the high demand periods of the day.</li> <li>• Record and monitor the level of the water in your storage tanks regularly at the same time each day.</li> </ul>

### 2.2 Data Analysis

Much of the information included in Table X, above, is routinely collected and analyzed as part of the MWSD Water Master Plan, completed every five years, and annual supply and demand summaries. MWSD can coordinate the development of a drought-planning database with the ongoing data collection and analysis programs. If not previously determined in other studies, analysis of the raw data may be required to illuminate certain drought period trends, such as the relation of groundwater levels to precipitation patterns.

#### ***Water Supply Data Analysis***

Supply capacity is determined through rated source capacities, not through recorded source

production. Since MWSD source production is directly dependent upon customer demand, recorded production values do not reflect the system's production capacity. This water system dynamic is critical to understanding the need to calculate system supply based on source capacities and not production numbers because the latter are actually indicative of system (i.e., consumer) demand, and not the system capacity (i.e., source availability).

Theoretical drought supply capacity is calculated based on the rated capacity of all sources at only 50 percent of their rated capacity. The 50 percent reduction is not an indication of actual operating capacity, and presents a standard methodology utilized by water resource planners. The rated capacity and reliable supply capacities of the current system (2014) are:

- Rated Capacity = 892,800 gpd<sup>1</sup>
- Drought Supply Capacity (50% Rated Capacity) = 446,400 gpd

As the majority of MWSD's supply is from groundwater, water table levels are also an important indication of the system's supply capacity. The sounding data recorded at each well is related to the water table level at each supply source. From this data, the following can be determined:

- Baseline water table levels in each groundwater supply source,
- Trends in water table levels for each source and aquifer over time, and
- Trends in water table levels and precipitation records.

MWSD also utilizes one local surface water source. Data collected and analyzed from this source are as follows:

- Seasonal stream flow, and
- Trends in stream flow and precipitation records.

### ***Water Demand Data Analysis***

MWSD's demand is calculated based on actual source production data. Since water facilities only produce water in response to customer demands, MWSD source production is dependent upon customer consumption, which provides the most accurate gauge of existing demand. As consumption decreases, for example, from conservation, the system production will also decrease, since the sources are directly reacting to customer demands. Therefore, the demand analysis utilizes production numbers to determine how much water is required to meet the needs of MWSD's customers. The production values from 2004 through the present can be used to determine the following:

- Average Daily Demand
- Maximum Daily Demand
- Seasonal Demand Trends
- Per Capita Demand

The more information that is known about how customers use water, the better the demand projections and selection of appropriate demand reduction measures will be. MWSD's meter readings, maintained through billing records for each customer, are the best means to establish the customer type and seasonal demands. MWSD customers are divided into two customer types: single family residential and commercial/industrial. All institutional customers are considered commercial/residential, and there are no agricultural customers.

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<sup>1</sup> The rated capacity of the system was calculated to be 620 gallons per minute (gpm), or 892,800 gpd, based on the operation of all District-owned sources, approved by regulators to pump at their rated capacities (2011 Master Plan).

***Unaccounted-for-Water***

The MWSD source production is dependent upon customer consumption, as the sources only produce water in response to customer demands. The difference between the production and consumption represents system losses. These system losses, or unaccounted-for-water, represent water used for fire flow testing, water main flushing, repairs, filter backwash operations at the water treatment plant, and distribution system leaks.

MWSD has implemented several programs since 2004 to prevent excessive water losses in the system. Unaccounted-for-water volume decreased significantly after 2006 following the implementation of the distribution system improvements program; average water losses in the system have decreased from 14% to 8%. This value is below the industry-wide standard for a well-operated system of 10% unaccounted-for-water. However, MWSD continues to implement programs to further decrease water losses.

### 3. Water Management Demand Stages and Trigger Levels

MWSD has employed some form of a progressively tiered program to manage customer water demand in response to availability of water supply since 1985 (under private ownership followed thereafter by public ownership). The stages progress from basic public education on water conserving practices to mandatory measures. The specific demand management stage is triggered by the availability of water supply and the ability to maintain fire-fighting and emergency reserves in distribution system water storage tanks. Therefore the District will continually monitor all available sources for potential deficiencies and the system's ability to keep emergency reserves in storage tanks. The General Manager shall monitor water supply and demand conditions and shall determine when conditions warrant initiation or termination of each stage of the plan, that is, when the specified "triggers" are reached. The triggering criteria described below are based on current capacity of the water supplies and the distribution system.

The District establishes and recognizes the following stage definitions and the corresponding triggers for initiation:

#### 3.1 STAGE 1 – Normal Water Supply

The District system is considered in **STAGE 1** when supply and distribution system is able to meet all the water demands of its customers in the immediate future.

#### 3.2 STAGE 2 – Water Alert

The District's system is considered in **STAGE 2** when there is a possibility that the supply and distribution system will not be able to meet the demands of its customers. Customers shall be requested to voluntarily conserve water and adhere to the prescribed restrictions on certain water uses, as defined in Section 4, when any of the following conditions occur:

- a. The total daily water demands equals or exceeds 80%<sup>2</sup> of the water supply capacity for three (3) consecutive days based on calculations established in Section 2 of this Plan.
- b. The water table levels measured at the Alta Vista Well, Drake Well, and/or Wagner Well are 90%<sup>2</sup> of the established baseline levels.
- c. Continually falling Alta Vista Tank levels do not refill above 90%<sup>2</sup> overnight.

#### *Requirements for Termination*

**STAGE 2** of the plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of three (3) consecutive days, or as determined by the General Manager. Upon termination of **STAGE 2**, **STAGE 1** becomes operative.

#### 3.3 STAGE 3 – Water Warning

The District's system is considered in **STAGE 3** when the supply and distribution system probably will not be able to meet all the water demands of its customers. Customers shall be required to comply with the requirements and restrictions on certain nonessential water uses, as defined in Section 4, when any of the following conditions occur:

- a. The total daily water demands equals or exceeds 80%<sup>2</sup> of the drought water supply capacity for two (2) consecutive days based on calculations established in Section 2 of

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<sup>2</sup> Percentages are subject to review and adjustment by MWSD General Manager and District Engineer, as necessary.

this Plan.

- b. The water table levels measured at the Alta Vista Well, Drake Well, and/or Wagner Well are 85%<sup>2</sup> of the established baseline levels.
- c. Continually falling Alta Vista Tank water levels do not refill above 80%<sup>2</sup> overnight.

*Requirements for Termination*

**STAGE 3** of the plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of three (3) consecutive days: or as determined by the General Manager. Upon termination of **STAGE 3**, **STAGE 2** becomes operative.

### **3.4 STAGE 4 – Water Crisis**

The District's system is considered in **STAGE 4** when the supply and distribution system is not able to meet all the water demands of its customers under **STAGE 3** requirements. Customers shall be required to comply with the requirements and restrictions on certain nonessential water uses, as defined in Section 4, when any of the following conditions occur:

- a. The total daily water demands equals or exceeds 85%<sup>2</sup> of the drought water supply capacity for two (2) consecutive days based on calculations established in Section 2 of this Plan.
- b. The water table levels measured at the Alta Vista Well, Drake Well, and/or Wagner Well are 80%<sup>2</sup> of the established baseline levels.
- c. Continually falling Alta Vista Tank water levels do not refill above 75%<sup>2</sup> overnight.

*Requirements for Termination*

**STAGE 4** of the plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of three (3) consecutive days, or as determined by the General Manager. Upon termination of **STAGE 4**, **STAGE 3** becomes operative.

### **3.5 STAGE 5 – Water Emergency**

The District's system is considered in **STAGE 5** when the system is experiencing a major failure of a supply, storage, or distribution facility. Customers shall be required to comply with the requirements and restrictions on certain nonessential water uses, as defined in Section 4, when any of the following conditions occur:

- a. Major water line breaks, or pump or system failures occur, which cause unprecedented loss of capability to provide water service; or
- b. Natural or manmade contamination of the water supply source that can not be treated and is a risk to public health.

*Requirements for Termination*

**STAGE 5** of the plan may be rescinded when all of the conditions listed as triggering events have ceased to exist for a period of three (3) consecutive days, or as determined by the General Manager. Upon termination of **STAGE 5**, **STAGE 4** becomes operative.

## 4. Water Demand Management Notification and Measures

The General Manager shall monitor water supply and/or demand conditions and, in accordance with the triggering criteria set forth in Section 3 of this plan, shall determine that a water alert, warning, crisis, or emergency exists. After determining the water shortage stage, the General Manager shall implement the notification procedures listed below, and alert District customers of the water management measures that correspond to the established stage.

1. Notification of the public: The General Manager shall notify the public by means of one of the following methods:
  - a. Publication in a newspaper of general circulation.
  - b. Direct mail to each customer.
  - c. Public service announcements.
  - d. Signs posted in public places.
2. Additional notification: The General manager shall notify directly, or cause to be notified directly, the following individuals and entities:
  - a. Board of Directors
  - b. Fire chief
  - c. City and/or county emergency management coordinator(s)
  - d. Office of Emergency Health Services (OEHS)
  - e. California Department of Public Health
  - f. Critical water users, i.e. hospitals

The following sections outline the water management measures that correspond to each of the established stages.

### 4.1 NORMAL WATER SUPPLY: STAGE 1 Water Management Measures

Water customers are requested to *voluntarily* limit their water use by implementing the following water management measures are applicable to **STAGE 1**:

- Landscape and pasture shall be irrigated early in the day or late in the evening.
- Water shall be confined to the consumer's property and shall not be allowed to run off to adjoining property or the roadside ditch or gutter. Care shall be taken not to water past the point of saturation.
- Leaking consumer pipes or faulty sprinklers shall be repaired within five (5) days or less if warranted by the severity of the problem.
- No hosing down of automobiles, boats, sidewalks and/or driveways. Please wash automobiles or equipment on the lawn or at a commercial establishment that uses recycled or reclaimed water.
- Washing of streets, parking lots and buildings except as necessary for health, sanitary or fire protection purposes shall be prohibited.
- Attach automatic shut-off devices on any hose or filling apparatus in use.
- No water from the District's system shall be used to fill or refill swimming pools, spas, artificial lakes, ponds or streams except as necessary for public health or fire protection.
- No outdoor water use of any kind during power outages.

#### **4.2 WATER ALERT: STAGE 2 Water Management Measures**

The following voluntary and mandatory water management measures are associated with water demand management **STAGE 2**.

##### ***Voluntary Measures***

Water customers are requested to **voluntarily** limit their water use by implementing the following water management measures, applicable to **STAGE 2**:

- Automatic sprinkler system timers shall be set to operate during off-peak hours between 10:00 p.m. and 6:00 a.m.
- Water shall be confined to the consumer's property and shall not be allowed to run off to adjoining property or the roadside ditch or gutter. Care shall be taken not to water past the point of saturation.
- Leaking consumer pipes or faulty sprinklers shall be repaired within five (5) days or less if warranted by the severity of the problem.
- Attach automatic shut-off devices on any hose or filling apparatus in use.
- Restaurants shall only serve water on specific request.
- No outdoor water use of any kind during power outages.

##### ***Mandatory Measures***

Under threat of penalty for violation, the following **STAGE 2** water use restrictions shall apply to all persons:

- No water from the District's system shall be permitted to be used for landscape and pasture irrigation on SATURDAYS and SUNDAYS.
- No water from the District's system shall be used to fill or refill swimming pools, spas, artificial lakes, ponds or streams except as necessary for public health or fire protection.
- No hosing down of automobiles, boats, sidewalks and/or driveways. Washing of automobiles or equipment shall be done at a commercial establishment that uses recycled or reclaimed water.
- No washing of streets, parking lots and buildings except as necessary for health, sanitary or fire protection purposes.

#### **4.3 WATER WARNING: STAGE 3 Water Management Measures**

The following voluntary and mandatory water management measures are associated with water demand management **STAGE 3**.

##### ***Voluntary Measures***

Water customers are requested to **voluntarily** limit their water use by implementing the following water management measures, applicable to **STAGE 3**:

- Water shall be confined to the consumer's property and shall not be allowed to run off to adjoining property or the roadside ditch or gutter. Care shall be taken not to water past the point of saturation.
- Leaking consumer pipes or faulty sprinklers shall be repaired within one (1) day or less if warranted by the severity of the problem.
- Attach automatic shut-off devices on any hose or filling apparatus in use.
- Restaurants shall only serve water on specific request.

### ***Mandatory Measures***

Under threat of penalty for violation, the following **STAGE 3** water use restrictions shall apply to all persons:

- Landscape and pasture irrigation shall be limited to a maximum of TWO DAYS PER WEEK and will NOT be permitted on SATURDAYS and SUNDAYS.
- Automatic sprinkler system timers shall be set to operate during off-peak hours between 10:00 p.m. and 6:00 a.m.
- No water from the District's system shall be used to fill or refill swimming pools, spas, artificial lakes, ponds or streams except as necessary for public health or fire protection.
- No hosing down of automobiles, boats, sidewalks and/or driveways. Washing of automobiles or equipment shall be done at a commercial establishment that uses recycled or reclaimed water.
- No washing of streets, parking lots and buildings except as necessary for health, sanitary or fire protection purposes.
- No outdoor water use of any kind during power outages.

#### **4.4 WATER CRISIS: STAGE 4 Water Management Measures**

The following voluntary and mandatory water management measures are associated with water demand management **STAGE 4**.

### ***Voluntary Measures***

Water customers are requested to **voluntarily** limit their water use by implementing the following water management measures, applicable to **STAGE 4**:

- Water shall be confined to the consumer's property and shall not be allowed to run off to adjoining property or the roadside ditch or gutter. Care shall be taken not to water past the point of saturation.
- Leaking consumer pipes or faulty sprinklers shall be repaired within one (1) day or less if warranted by the severity of the problem.
- Attach automatic shut-off devices on any hose or filling apparatus in use.

### ***Mandatory Measures***

Under threat of penalty for violation, the following **STAGE 4** water use restrictions shall apply to all persons:

- Landscape and pasture irrigation shall be limited to a maximum of ONE DAY PER WEEK and will NOT be permitted on SATURDAYS and SUNDAYS.
- Automatic sprinkler system timers shall be set to operate during off-peak hours between 10:00 p.m. and 6:00 a.m.
- No water from the District's system shall be used to fill or refill swimming pools, spas, artificial lakes, ponds or streams except as necessary for public health or fire protection.
- No hosing down of automobiles, boats, sidewalks and/or driveways. Washing of automobiles or equipment shall be done at a commercial establishment that uses recycled or reclaimed water.
- No washing of streets, parking lots and buildings except as necessary for health, sanitary or fire protection purposes.
- Restaurants shall only serve water on specific request.

- No outdoor water use of any kind during power outages.
- No water from the District's system shall be used for construction purposes such as dust control, compaction or trench jetting.

#### **4.5 WATER EMERGENCY: STAGE 5 Water Management Measures**

Under threat of penalty for violation, the following **STAGE 5** water use restrictions shall apply to all persons:

- Landscape and pasture irrigation will NOT be permitted.
- Leaking consumer pipes or faulty sprinklers shall be repaired immediately or turned off.
- No hosing down of automobiles, boats, sidewalks and/or driveways.
- Washing of streets, parking lots and buildings except as necessary for health, sanitary or fire protection purposes shall be prohibited.
- No water from the District's system shall be used to fill or refill swimming pools, spas, artificial lakes, ponds or streams except as necessary for public health or fire protection.
- Restaurants shall only serve water on specific request.
- No potable water from the District's system shall be used for construction purposes such as dust control, compaction or trench jetting.
- No outdoor water use of any kind.

Additionally, the General Manager may implement mandatory water restrictions in addition to those detailed above to protect public health, safety, welfare, infrastructure, or available resources in the event of an unusual water system operational event, catastrophic occurrence, severe weather event, or other emergency situation or occurrence necessitating additional restrictions.

## 5. Enforcement

No person shall knowingly or intentionally allow the use of water from the District for residential, commercial, industrial, agricultural, governmental, or any other purpose in a manner contrary to any provision of this plan, or in an amount in excess of that permitted by the drought response stage in effect at the time.

Any person who violates this plan shall be penalized by a fee of not less than five hundred dollars (\$500.00) and not more than one thousand dollars (\$1,000.00). Each day that one (1) or more of the provisions in this plan is violated shall constitute a separate offense. If a person has three (3) or more distinct violations of this plan, the General Manager shall, upon due notice to the customer, be authorized to discontinue water service to the premises where such violations occur. Services discontinued under such circumstances shall be restored only upon payment of a reconnection charge, hereby established at fifty dollars (\$50.00), and any other costs incurred by the District in discontinuing service. In addition, suitable assurance must be given to the General Manager that the same action shall not be repeated while the plan is in effect. Compliance with this plan may also be sought through injunctive relief in the district court.<sup>3</sup>

Any person, including a person classified as a water customer of the city, in apparent control of the property where a violation occurs or originates shall be presumed to be the violator, and proof that the violation occurred on the person's property shall constitute a rebuttable presumption that the person in apparent control of the property committed the violation, but any such person shall have the right to show that he/she did not commit the violation.

Any employee of the District may issue a citation to a person he/she reasonably believes to be in violation of this plan. The citation shall be prepared in duplicate and shall contain the name and address of the alleged violator, if known, and the offense charged. Service of the citation shall be complete upon delivery of the citation to the alleged violator, to an agent or employee of a violator.

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<sup>3</sup> Enforcement actions are subject to change based on decisions enacted by the District General Manager and Board of Directors.

# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 20, 2021**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager



**SUBJECT: Review and Possible Action Regarding PFAS  
Regulations**

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Existing law, the California Safe Drinking Water Act, requires the State Water Resources Control Board to administer provisions relating to the regulation of drinking water to protect public health, including conducting research, studies, and demonstration programs relating to the provision of a dependable, safe supply of drinking water, enforcing the federal Safe Drinking Water Act, adopting implementing regulations, and conducting studies and investigations to assess the quality of water in private domestic water supplies. Under the California Safe Drinking Water Act, the implementing regulations are required to include monitoring of contaminants and requirements for notifying the public of the quality of the water delivered to customers.

California Assembly Bill 756 (2019) authorized the State Water Board to order a public water system to monitor for perfluoroalkyl substances and polyfluoroalkyl substances (PFAS and PFOS). The bill requires a community water system, upon a detection of these substances, to report that detection, as specified. The bill also requires a community water system where a detected level of these substances exceeds the response level to take a water source where the detected levels exceed the response level out of use or provide a prescribed public notification.

Assembly Bill 756 (2019) was codified as a Health and Safety Code Section 116378. AB 756 gave the State Water Resources Control Board (SWRCB) authority to require public water systems to conduct monitoring for PFAS and included specific requirements for public notification. Under AB 756, if a public water system is required to monitor for PFAS and has a "confirmed detection" the utility "shall report that detection in the water system's annual consumer confidence report." Eighteen PFAS compounds will be required to be monitored using EPA Method 537.1.

In September 2020, Division of Drinking Water (DDW) sent another round of orders (under General Order 2020-003-DDW) to public water systems throughout California requiring monitoring for PFAS under the authority of AB 756.

Another round of orders (General Order DW-2021-001-DDW) was issued in February 2021 to public water systems that were deemed at risk for potential PFAS contamination due to their proximity with other water sources known to have confirmed PFAS detections.

Based on the 2020 and 2021 PFAS orders, none of MWSD's water sources were listed to sample for PFAS. The State may expand the list of sources to be sampled progressively over the coming years, however, currently, the State listed no sources in San Mateo County. Attached are fact sheets that summarize the current status. Staff is watching the regulations as they unfold and will continue to inform the Board periodically.

**RECOMMENDATION:**

This item is for the Board information only. No Action is Required.

Exhibit A – List of Sources Subject to General Order No. DW 2021-0001-DDW (For DDW Section 1)

<b>County</b>	<b>Regulating Agency</b>	<b>PWS ID</b>	<b>Water System Name</b>	<b>PSCode</b>	<b>Source Name</b>
LASSEN	DISTRICT 02 - LASSEN	CA1805007	HERLONG PUBLIC UTILITY DISTRICT	1805007-002	WELL 02
PLACER	DISTRICT 02 - LASSEN	CA3110008	CITY OF ROSEVILLE	3110008-006	WELL 04
PLACER	LPA61 - PLACER COUNTY	CA3100538	ROSECREST MUTUAL	3100538-001	WELL
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-011	WELL 13 - CALDERWOOD/MARCONI RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-018	WELL 24 - BECERRA/WOODCREST RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-021	WELL 28 - RED ROBIN/DARWIN RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-030	WELL 41 - ALBATROSS/IRIS RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-032	WELL 43 - EDISON/TRUAX RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-042	WELL 60 - WHITNEY/CONCETTA RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-051	WELL 65 - MERRILY/ANNADALE RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-052	WELL 66 - EASTERN/WOODSIDE CHURCH RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-061	WELL 72 - RIVER WALK/NETP RAW

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SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-062	WELL 04B - BELL/MARCONI RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-065	WELL 73 - RIVER WALK/NETP EAST RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-066	WELL 74 - RIVER WALK/NETP SOUTH RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-072	WELL 33A - AUBURN/NORRIS RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-076	WELL N01 - EVERGREEN RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-078	WELL N05 - HILLSDALE RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-087	WELL N14 - ORANGE GROVE RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-089	WELL N17 - OAKDALE RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-094	WELL N22 - RIVER COLLEGE RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-096	WELL N24 - DON JULIO RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-111	MC WELL 10 - MCLELLAN PARK RAW

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SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-133	WELL 27 - MELROSE/CHANNING RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-139	WELL 52 - WEDDIGEN/GOTHBERG RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-144	WELL 64 - GALBRATH/ANTELOPE WOODS RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410001	SACRAMENTO SUBURBAN WATER DISTRICT	3410001-145	WELL 56A - FAIRBAIN/KARL RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410015	GOLDEN STATE WATER CO. - CORDOVA	3410015-008	WELL 06 - DOLECETTO
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410015	GOLDEN STATE WATER CO. - CORDOVA	3410015-010	WELL 08 - AGNES
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410020	CITY OF SACRAMENTO MAIN	3410020-028	WELL 122
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410020	CITY OF SACRAMENTO MAIN	3410020-032	WELL 126
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410020	CITY OF SACRAMENTO MAIN	3410020-033	WELL 127
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410020	CITY OF SACRAMENTO MAIN	3410020-034	WELL 129
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410020	CITY OF SACRAMENTO MAIN	3410020-035	WELL 131
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410020	CITY OF SACRAMENTO MAIN	3410020-038	WELL 134
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410020	CITY OF SACRAMENTO MAIN	3410020-040	WELL 137
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410020	CITY OF SACRAMENTO MAIN	3410020-041	WELL 138
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410020	CITY OF SACRAMENTO MAIN	3410020-046	WELL 144

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SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410020	CITY OF SACRAMENTO MAIN	3410020-050	WELL 154
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410020	CITY OF SACRAMENTO MAIN	3410020-051	WELL 155
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410020	CITY OF SACRAMENTO MAIN	3410020-056	WELL 153A
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410020	CITY OF SACRAMENTO MAIN	3410020-057	WELL 164 - RAW
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410027	CALAM - SECURITY PARK	3410027-003	CENTRAL 02
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410031	CALAM - ANTELOPE	3410031-003	DAVIDSON WELL
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410031	CALAM - ANTELOPE	3410031-006	WATT AVE WELL
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410031	CALAM - ANTELOPE	3410031-009	DON JULIO
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410031	CALAM - ANTELOPE	3410031-010	EAGLE RIDGE
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410031	CALAM - ANTELOPE	3410031-013	COLONNADE
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410031	CALAM - ANTELOPE	3410031-014	COVERED WAGON WELL
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410031	CALAM - ANTELOPE	3410031-015	RHINE WAY WELL
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410704	SCWA MATHER-SUNRISE	3410704-001	NEW WELL 04 (WELL 95 - PITTSFIELD)
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410704	SCWA MATHER-SUNRISE	3410704-002	WELL 01 (WELL 92 - VETERANS PARK)
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410704	SCWA MATHER-SUNRISE	3410704-006	WELL 05 (WELL 96 - MCROBERTS)
SACRAMENTO	DISTRICT 09 - SACRAMENTO	CA3410704	SCWA MATHER-SUNRISE	3410704-007	WELL 06 (WELL 87 - PLANT WELL)
SACRAMENTO	LPA64 - SACRAMENTO COUNTY	CA3400179	MC CLELLAN MHP	3400179-001	MAIN WELL

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SACRAMENTO	LPA64 - SACRAMENTO COUNTY	CA3400191	ELEVEN OAKS MOBILE HOME COMMUNITY	3400191-001	MAIN WELL
SACRAMENTO	LPA64 - SACRAMENTO COUNTY	CA3400191	ELEVEN OAKS MOBILE HOME COMMUNITY	3400191-002	WELL 2 - CRUCIBLE LANE
SACRAMENTO	LPA64 - SACRAMENTO COUNTY	CA3400191	ELEVEN OAKS MOBILE HOME COMMUNITY	3400191-003	WELL 3-POLK STREET
SACRAMENTO	LPA64 - SACRAMENTO COUNTY	CA3400240	H C MUDDOX CO	3400240-001	MAIN WELL
SACRAMENTO	LPA64 - SACRAMENTO COUNTY	CA3400240	H C MUDDOX CO	3400240-002	SECONDARY WELL
SACRAMENTO	LPA64 - SACRAMENTO COUNTY	CA3400250	PLEASANT GROVE ELEMENTARY SCHOOL	3400250-001	MAIN WELL
SACRAMENTO	LPA64 - SACRAMENTO COUNTY	CA3400452	SILVERADO WATER SYSTEM	3400452-001	MAIN WELL
SACRAMENTO	LPA64 - SACRAMENTO COUNTY	CA3400456	STAFFORD MEAT COMPANY	3400456-001	WELL HEAD
SAN JOAQUIN	DISTRICT 10 - STOCKTON	CA3910001	CALIFORNIA WATER SERVICE - STOCKTON	3910001-061	WELL 70-01
SAN JOAQUIN	DISTRICT 10 - STOCKTON	CA3910005	MANTECA, CITY OF	3910005-012	WELL NO. 12 - RAW
SAN JOAQUIN	DISTRICT 10 - STOCKTON	CA3910005	MANTECA, CITY OF	3910005-036	WELL NO. 23 - RAW
SAN JOAQUIN	DISTRICT 10 - STOCKTON	CA3910012	CITY OF STOCKTON	3910012-083	WELL NO. 03 SSS
SAN JOAQUIN	LPA69 - SAN JOAQUIN COUNTY	CA3900581	HARNEY LANE MIGRANT CENTER WS	3900581-011	WELL #2
SAN JOAQUIN	LPA69 - SAN JOAQUIN COUNTY	CA3900815	DELICATO VINEYARDS	3900815-011	WELL #8
SAN JOAQUIN	LPA69 - SAN JOAQUIN COUNTY	CA3901194	VALIMET INC	3901194-001	WELL
SAN JOAQUIN	LPA69 - SAN JOAQUIN COUNTY	CA3901377	FRENCH CAMP GOLF COURSE	3901377-001	WELL #1
SAN JOAQUIN	LPA69 - SAN JOAQUIN COUNTY	CA3901392	ENVIROPLEX, INC	3901392-001	WELL

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<b>County</b>	<b>Regulating Agency</b>	<b>PWS ID</b>	<b>Water System Name</b>	<b>PSCode</b>	<b>Source Name</b>
SAN JOAQUIN	LPA69 - SAN JOAQUIN COUNTY	CA3901417	J B HUNT TRANSPORT INC	3901417-001	WELL
SAN JOAQUIN	LPA69 - SAN JOAQUIN COUNTY	CA3901429	MUSCO FAMILY OLIVE CO	3901429-001	WELL #1
SAN JOAQUIN	LPA69 - SAN JOAQUIN COUNTY	CA3901463	TULARE FARMS LLLP WATER SYSTEM	3901463-001	WELL 1
STANISLAUS	LPA80 - STANISLAUS COUNTY	CA5000005	CROWS LANDING COMM SVC DISTRICT	5000005-005	WELL #4 (4TH & H)
STANISLAUS	LPA80 - STANISLAUS COUNTY	CA5000427	COVANTA STANISLAUS WASTE ENERGY FACILITY	5000427-001	WELL 01
STANISLAUS	LPA80 - STANISLAUS COUNTY	CA5000427	COVANTA STANISLAUS WASTE ENERGY FACILITY	5000427-002	WELL 02
YUBA	LPA88 - YUBA COUNTY	CA5800828	COUNTRYSIDE MOBILE HOME PARK	5800828-001	WELL #1

Exhibit A – List of Sources Subject to General Order No. DW 2021-0001-DDW (For DDW Section 2)

County	Regulating Agency	PWS ID	Water System Name	PSCode	Source Name
CONTRA COSTA	DISTRICT 04 - SAN FRANCISCO	CA0710002	GOLDEN STATE WATER COMPANY - BAY POINT	0710002-003	HILL ST WELL 01
CONTRA COSTA	DISTRICT 04 - SAN FRANCISCO	CA0710002	GOLDEN STATE WATER COMPANY - BAY POINT	0710002-004	HILL ST WELL 02
CONTRA COSTA	DISTRICT 04 - SAN FRANCISCO	CA0710002	GOLDEN STATE WATER COMPANY - BAY POINT	0710002-006	CHADWICK WELL 03
CONTRA COSTA	LPA37 - CONTRA COSTA COUNTY	CA0706050	WILLOW PASS BUSSINESS PARK WATER SYSTEM	0706050-001	WELL 1
CONTRA COSTA	LPA37 - CONTRA COSTA COUNTY	CA0706050	WILLOW PASS BUSSINESS PARK WATER SYSTEM	0706050-002	WELL 2
CONTRA COSTA	LPA37 - CONTRA COSTA COUNTY	CA0707625	GOLDEN EAGLE SMALL WATER SYSTEM	0707625-001	WELL 5
CONTRA COSTA	LPA37 - CONTRA COSTA COUNTY	CA0707625	GOLDEN EAGLE SMALL WATER SYSTEM	0707625-003	WELL 7
MONTEREY	DISTRICT 05 - MONTEREY	CA2701882	CAL AM WATER COMPANY - BISHOP	2701882-016	BISHOP WELL 01 - RAW
MONTEREY	DISTRICT 05 - MONTEREY	CA2701882	CAL AM WATER COMPANY - BISHOP	2701882-019	BISHOP WELL 03 - RAW
MONTEREY	DISTRICT 05 - MONTEREY	CA2702588	CANADA WOODS WC	2702588-010	HIGH WELL 02 - RAW
MONTEREY	DISTRICT 05 - MONTEREY	CA2702588	CANADA WOODS WC	2702588-027	HIGH WELL 11 - RAW
MONTEREY	DISTRICT 05 - MONTEREY	CA2702588	CANADA WOODS WC	2702588-028	HIGH WELL 9 - RAW
MONTEREY	DISTRICT 05 - MONTEREY	CA2702588	CANADA WOODS WC	2702588-029	HIGH WELL 8 - RAW
MONTEREY	DISTRICT 05 - MONTEREY	CA2710004	CAL AM WATER COMPANY - MONTEREY	2710004-048	PARALTA WELL - RAW
MONTEREY	DISTRICT 05 - MONTEREY	CA2710004	CAL AM WATER COMPANY - MONTEREY	2710004-070	SANTA MARGARITA ASR WELL 01 RAW

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County	Regulating Agency	PWS ID	Water System Name	PSCode	Source Name
MONTEREY	DISTRICT 05 – MONTEREY	CA2710004	CAL AM WATER COMPANY – MONTEREY	2710004-092	SEASIDE MIDDLESCHOOL ASR WELL 03-RAW
MONTEREY	DISTRICT 05 - MONTEREY	CA2710006	CAL AM WATER COMPANY - AMBLER PARK	2710006-004	WELL 04 - RAW
MONTEREY	DISTRICT 05 - MONTEREY	CA2710006	CAL AM WATER COMPANY - AMBLER PARK	2710006-005	WELL 05 - RAW
MONTEREY	DISTRICT 05 - MONTEREY	CA2710006	CAL AM WATER COMPANY - AMBLER PARK	2710006-006	WELL 06 - RAW
MONTEREY	DISTRICT 05 - MONTEREY	CA2710006	CAL AM WATER COMPANY - AMBLER PARK	2710006-009	AMBLER OAKS WELL - RAW
MONTEREY	DISTRICT 05 - MONTEREY	CA2710012	CWSC SALINAS HILLS	2710012-009	WELL 40-01 - RAW
MONTEREY	DISTRICT 05 - MONTEREY	CA2710017	MARINA COAST WATER DISTRICT	2710017-034	WATKINS GATE WELL - RAW
MONTEREY	DISTRICT 05 - MONTEREY	CA2710018	SEASIDE MUNICIPAL WATER SYSTEM	2710018-004	WELL 04 - RAW
MONTEREY	DISTRICT 05 - MONTEREY	CA2710021	CAL AM WATER COMPANY - TORO	2710021-003	WELL 01
MONTEREY	DISTRICT 05 - MONTEREY	CA2710021	CAL AM WATER COMPANY - TORO	2710021-004	WELL 02
MONTEREY	DISTRICT 05 - MONTEREY	CA2710022	CAL AM WATER COMPANY - HIDDEN HILLS	2710022-004	BAY RIDGE WELL - RAW
MONTEREY	LPA57 - MONTEREY COUNTY	CA2700523	CALERA CANYON HEIGHTS HOA	2700523-001	HAYDEN 01
MONTEREY	LPA57 - MONTEREY COUNTY	CA2700523	CALERA CANYON HEIGHTS HOA	2700523-003	MUNSON 02
MONTEREY	LPA57 - MONTEREY COUNTY	CA2700536	CORRAL DE TIERRA ESTATES WC	2700536-004	WELL 02 (NEW - PRIMARY)

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County	Regulating Agency	PWS ID	Water System Name	PSCode	Source Name
MONTEREY	LPA57 - MONTEREY COUNTY	CA2700606	HIDDEN VIEWS MHP WS	2700606-001	WELL 01 (NEAR SPACE 11)
MONTEREY	LPA57 - MONTEREY COUNTY	CA2700612	LAGUNA SECA WC	2700612-003	WELL 04 (PRIMARY)
MONTEREY	LPA57 - MONTEREY COUNTY	CA2700622	OUTLOOK WA	2700622-001	WELL 02 - ON LOT 3
MONTEREY	LPA57 - MONTEREY COUNTY	CA2700622	OUTLOOK WA	2700622-002	WELL 03 - ON LOT 4
MONTEREY	LPA57 - MONTEREY COUNTY	CA2700727	SAN ANTONIO SCHOOL DISTRICT WS	2700727-001	WELL 01
MONTEREY	LPA57 - MONTEREY COUNTY	CA2700775	TIERRA VERDE MWC	2700775-002	WELL 02 (PRIMARY)
MONTEREY	LPA57 - MONTEREY COUNTY	CA2700964	BRADLEY UNION SCHOOL WS	2700964-001	WELL 01
MONTEREY	LPA57 - MONTEREY COUNTY	CA2701466	CAL AM WATER COMPANY - RYAN RANCH	2701466-001	WELL 07
MONTEREY	LPA57 - MONTEREY COUNTY	CA2701659	CHAMISAL WA	2701659-001	WELL 01
MONTEREY	LPA57 - MONTEREY COUNTY	CA2701687	VALLEY OAKS MHP WS	2701687-001	WELL 01
MONTEREY	LPA57 - MONTEREY COUNTY	CA2701701	BRADLEY-LOCKWOOD RD WS	2701701-002	WELL 02 (PRIMARY)
MONTEREY	LPA57 - MONTEREY COUNTY	CA2701740	BLUFFS WS	2701740-001	WELL AND TANK SITE
MONTEREY	LPA57 - MONTEREY COUNTY	CA2701822	ROBLEY PROPERTY MWS	2701822-001	WELL 01
MONTEREY	LPA57 - MONTEREY COUNTY	CA2701906	LAKE SAN ANTONIO PARK WS	2701906-001	WELL 01
MONTEREY	LPA57 - MONTEREY COUNTY	CA2702009	LAGUNA SECA RECREATION WS	2702009-001	WELL 01
MONTEREY	LPA57 - MONTEREY COUNTY	CA2702256	NORTH SHORE ESTATES WS	2702256-002	WELL 02

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<b>County</b>	<b>Regulating Agency</b>	<b>PWS ID</b>	<b>Water System Name</b>	<b>PSCode</b>	<b>Source Name</b>
MONTEREY	LPA57 - MONTEREY COUNTY	CA2702315	CORRAL DE TIERRA COUNTRY CLUB WS	2702315-001	WELL 01
MONTEREY	LPA57 - MONTEREY COUNTY	CA2702320	HITCHCOCK RD WS #01	2702320-001	WELL 01
SANTA CLARA	DISTRICT 17 - SANTA CLARA	CA4310007	CITY OF MOUNTAIN VIEW	4310007-011	WELL NO. 19
SANTA CLARA	DISTRICT 17 - SANTA CLARA	CA4310007	CITY OF MOUNTAIN VIEW	4310007-014	WELL NO. 21
SANTA CLARA	DISTRICT 17 - SANTA CLARA	CA4310007	CITY OF MOUNTAIN VIEW	4310007-016	WELL 22
SOLANO	DISTRICT 04 - SAN FRANCISCO	CA4800596	UPCO	4800596-001	WELL 01

Exhibit A – List of Sources Subject to General Order No. DW 2021-0001-DDW (For DDW Section 3)

County	Regulating Agency	PWS ID	Water System Name	PSCode	Source Name
FRESNO	DISTRICT 11 - MERCED	CA1010007	CITY OF FRESNO	1010007-014	WELL 125 - RAW
FRESNO	DISTRICT 11 - MERCED	CA1010007	CITY OF FRESNO	1010007-044	WELL 232 - RAW
FRESNO	DISTRICT 11 - MERCED	CA1010007	CITY OF FRESNO	1010007-050	WELL 238 - RAW
FRESNO	DISTRICT 11 - MERCED	CA1010007	CITY OF FRESNO	1010007-179	WELL 045 - RAW
FRESNO	DISTRICT 11 - MERCED	CA1010007	CITY OF FRESNO	1010007-207	WELL 073 - RAW
FRESNO	DISTRICT 11 - MERCED	CA1010007	CITY OF FRESNO	1010007-211	WELL 077 - RAW
FRESNO	DISTRICT 11 - MERCED	CA1010007	CITY OF FRESNO	1010007-215	WELL 081 - RAW
FRESNO	DISTRICT 11 - MERCED	CA1010007	CITY OF FRESNO	1010007-277	WELL 142 - RAW
FRESNO	DISTRICT 11 - MERCED	CA1010007	CITY OF FRESNO	1010007-338	WELL 062A - RAW
FRESNO	DISTRICT 11 - MERCED	CA1010007	CITY OF FRESNO	1010007-356	WELL 199 - RAW
FRESNO	DISTRICT 11 - MERCED	CA1010007	CITY OF FRESNO	1010007-608	WELL 322 - RAW
FRESNO	DISTRICT 11 - MERCED	CA1010007	CITY OF FRESNO	1010007-629	WELL 046A - RAW
FRESNO	DISTRICT 11 - MERCED	CA1010007	CITY OF FRESNO	1010007-646	WELL 326 - INF
FRESNO	DISTRICT 11 - MERCED	CA1010007	CITY OF FRESNO	1010007-731	WELL 58A-1 - RAW
FRESNO	DISTRICT 11 - MERCED	CA1010007	CITY OF FRESNO	1010007-732	WELL 58A-2 - RAW
FRESNO	DISTRICT 11 - MERCED	CA1010007	CITY OF FRESNO	1010007-750	WELL 052A RAW
FRESNO	DISTRICT 12 - VISALIA	CA1010001	BAKMAN WATER COMPANY	1010001-011	WELL 11 - STBY2019
FRESNO	DISTRICT 12 - VISALIA	CA1010003	CITY OF CLOVIS	1010003-018	WELL 16 - IRON AND MANGANESE (RAW)
FRESNO	DISTRICT 12 - VISALIA	CA1010003	CITY OF CLOVIS	1010003-019	WELL 17 - RAW
FRESNO	DISTRICT 12 - VISALIA	CA1010003	CITY OF CLOVIS	1010003-072	WELL 40 - RAW
FRESNO	DISTRICT 12 - VISALIA	CA1010339	CALIFORNIA STATE UNIVERSITY FRESNO	1010339-011	WELL 06
KERN	DISTRICT 19 - TEHACHAPI	CA1500426	ROSE VILLA APARTMENTS	1500426-001	WELL 01

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<b>County</b>	<b>Regulating Agency</b>	<b>PWS ID</b>	<b>Water System Name</b>	<b>PSCode</b>	<b>Source Name</b>
KERN	DISTRICT 19 - TEHACHAPI	CA1500442	SUNSET APARTMENTS WS	1500442-001	WELL 01
KERN	DISTRICT 19 - TEHACHAPI	CA1500447	SIERRA BREEZE MUTUAL WATER COMPANY	1500447-002	WELL 02
KERN	DISTRICT 19 - TEHACHAPI	CA1500447	SIERRA BREEZE MUTUAL WATER COMPANY	1500447-004	WELL 03
KERN	DISTRICT 19 - TEHACHAPI	CA1500461	FOUNTAIN TRAILER PARK WATER	1500461-001	WELL 01
KERN	DISTRICT 19 - TEHACHAPI	CA1500485	ANTELOPE VALLEY MOBILE ESTATES	1500485-001	WELL 02 - MAIN
KERN	DISTRICT 19 - TEHACHAPI	CA1500550	WEST VALLEY MUTUAL WATER COMPANY	1500550-001	WELL 01
KERN	DISTRICT 19 - TEHACHAPI	CA1500550	WEST VALLEY MUTUAL WATER COMPANY	1500550-003	WELL 02
KERN	DISTRICT 19 - TEHACHAPI	CA1500554	EAST INYOKERN MUTUAL WATER	1500554-002	WELL 01 (NADINE WEST)
KERN	DISTRICT 19 - TEHACHAPI	CA1500554	EAST INYOKERN MUTUAL WATER	1500554-004	WELL 04
KERN	DISTRICT 19 - TEHACHAPI	CA1500563	CHINA LAKE ACRES MUTUAL WATER COMPANY	1500563-001	WELL 01
KERN	DISTRICT 19 - TEHACHAPI	CA1500563	CHINA LAKE ACRES MUTUAL WATER COMPANY	1500563-002	WELL 02
KERN	DISTRICT 19 - TEHACHAPI	CA1500564	HOMETOWN WATER ASSOCIATION	1500564-001	WELL 01 - MAIN
KERN	DISTRICT 19 - TEHACHAPI	CA1500579	LIFE WATER CO-OP	1500579-002	WELL 02
KERN	DISTRICT 19 - TEHACHAPI	CA1500591	SWEET WATER CO-OP	1500591-001	WELL 01

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<b>County</b>	<b>Regulating Agency</b>	<b>PWS ID</b>	<b>Water System Name</b>	<b>PSCode</b>	<b>Source Name</b>
KERN	DISTRICT 19 - TEHACHAPI	CA1502232	ROSAMOND MOBILEHOME PARK	1502232-001	WELL 01
KERN	DISTRICT 19 - TEHACHAPI	CA1502247	DESERT BREEZE MOBILE HOME ESTATES	1502247-001	WELL 01
KERN	DISTRICT 19 - TEHACHAPI	CA1502608	OWENS PEAK WEST	1502608-001	WELL 01 - WEST
KERN	DISTRICT 19 - TEHACHAPI	CA1502619	SOUTH DESERT MUTUAL WATER COMPANY	1502619-001	WELL 01
KERN	DISTRICT 19 - TEHACHAPI	CA1502659	OWENS PEAK SOUTH	1502659-001	WELL 01
KERN	DISTRICT 19 - TEHACHAPI	CA1502690	DUNE 3 MUTUAL WATER COMPANY, LLC	1502690-001	WELL 01
KERN	DISTRICT 19 - TEHACHAPI	CA1502690	DUNE 3 MUTUAL WATER COMPANY, LLC	1502690-002	WELL 02
KERN	DISTRICT 19 - TEHACHAPI	CA1503360	DIAMOND JIM S CASINO	1503360-001	WELL 01
KERN	DISTRICT 19 - TEHACHAPI	CA1503684	148 EAST WATER SYSTEM	1503684-001	WELL 01
KERN	DISTRICT 19 - TEHACHAPI	CA1510017	INDIAN WELLS VALLEY W.D.	1510017-014	WELL 10
KERN	DISTRICT 19 - TEHACHAPI	CA1510017	INDIAN WELLS VALLEY W.D.	1510017-015	WELL 11
KERN	DISTRICT 19 - TEHACHAPI	CA1510017	INDIAN WELLS VALLEY W.D.	1510017-017	WELL 13
KERN	DISTRICT 19 - TEHACHAPI	CA1510017	INDIAN WELLS VALLEY W.D.	1510017-020	WELL 17
KERN	DISTRICT 19 - TEHACHAPI	CA1510017	INDIAN WELLS VALLEY W.D.	1510017-033	WELL 30
KERN	DISTRICT 19 - TEHACHAPI	CA1510017	INDIAN WELLS VALLEY W.D.	1510017-034	WELL 31

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<b>County</b>	<b>Regulating Agency</b>	<b>PWS ID</b>	<b>Water System Name</b>	<b>PSCode</b>	<b>Source Name</b>
KERN	DISTRICT 19 - TEHACHAPI	CA1510017	INDIAN WELLS VALLEY W.D.	1510017-036	WELL 09A
KERN	DISTRICT 19 - TEHACHAPI	CA1510036	INYOKERN CSD	1510036-003	WELL 03
KERN	DISTRICT 19 - TEHACHAPI	CA1510052	NORTH EDWARDS WD	1510052-001	WELL 01 - PRIMARY
KERN	DISTRICT 19 - TEHACHAPI	CA1510052	NORTH EDWARDS WD	1510052-002	WELL 02
MERCED	DISTRICT 11 - MERCED	CA2400084	EVERGREEN MOBILE HOME PARK	2400084-001	WELL 01 - N. OF MAIN APT. BLDG.
MERCED	DISTRICT 11 - MERCED	CA2410001	CITY OF ATWATER	2410001-013	WELL 13
MERCED	DISTRICT 11 - MERCED	CA2410001	CITY OF ATWATER	2410001-014	WELL 14
MERCED	DISTRICT 11 - MERCED	CA2410001	CITY OF ATWATER	2410001-016	WELL 16
MERCED	DISTRICT 11 - MERCED	CA2410001	CITY OF ATWATER	2410001-017	WELL 17
MERCED	DISTRICT 11 - MERCED	CA2410001	CITY OF ATWATER	2410001-018	WELL 18
MERCED	DISTRICT 11 - MERCED	CA2410001	CITY OF ATWATER	2410001-019	WELL 19
MERCED	DISTRICT 11 - MERCED	CA2410001	CITY OF ATWATER	2410001-021	WELL 21
MERCED	DISTRICT 11 - MERCED	CA2410008	CAL AM - MEADOWBROOK	2410008-005	WELL 05
MERCED	DISTRICT 11 - MERCED	CA2410010	WINTON WATER & SANITARY DIST	2410010-013	WELL 14
MERCED	DISTRICT 11 - MERCED	CA2410010	WINTON WATER & SANITARY DIST	2410010-014	WELL 15
MERCED	DISTRICT 11 - MERCED	CA2410010	WINTON WATER & SANITARY DIST	2410010-019	WELL 17 - ACTIVE RAW
MERCED	DISTRICT 11 - MERCED	CA2410700	CASTLE AIRPORT	2410700-010	WELL 10
MERCED	DISTRICT 11 - MERCED	CA2410700	CASTLE AIRPORT	2410700-012	WELL 12

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<b>County</b>	<b>Regulating Agency</b>	<b>PWS ID</b>	<b>Water System Name</b>	<b>PSCode</b>	<b>Source Name</b>
LOS ANGELES	DISTRICT 07 - HOLLYWOOD	CA1910102	PALMDALE WATER DIST.	1910102-003	WELL 02A
LOS ANGELES	DISTRICT 07 - HOLLYWOOD	CA1910102	PALMDALE WATER DIST.	1910102-004	WELL 03A
LOS ANGELES	DISTRICT 07 - HOLLYWOOD	CA1910102	PALMDALE WATER DIST.	1910102-007	WELL 06A
LOS ANGELES	DISTRICT 07 - HOLLYWOOD	CA1910102	PALMDALE WATER DIST.	1910102-008	WELL 07A
LOS ANGELES	DISTRICT 07 - HOLLYWOOD	CA1910102	PALMDALE WATER DIST.	1910102-009	WELL 08A
LOS ANGELES	DISTRICT 07 - HOLLYWOOD	CA1910102	PALMDALE WATER DIST.	1910102-011	WELL 10
LOS ANGELES	DISTRICT 07 - HOLLYWOOD	CA1910102	PALMDALE WATER DIST.	1910102-012	WELL 11A
LOS ANGELES	DISTRICT 07 - HOLLYWOOD	CA1910102	PALMDALE WATER DIST.	1910102-014	WELL 14A
LOS ANGELES	DISTRICT 07 - HOLLYWOOD	CA1910102	PALMDALE WATER DIST.	1910102-015	WELL 15
LOS ANGELES	DISTRICT 07 - HOLLYWOOD	CA1910102	PALMDALE WATER DIST.	1910102-029	WELL 23A
LOS ANGELES	DISTRICT 07 - HOLLYWOOD	CA1910137	THE BOEING COMPANY - HDAIT	1910137-001	SITE 01 WELL 01 (SOUTH)
LOS ANGELES	DISTRICT 07 - HOLLYWOOD	CA1910137	THE BOEING COMPANY - HDAIT	1910137-007	SITE 01 WELL 03 (SOUTH)
LOS ANGELES	DISTRICT 07 - HOLLYWOOD	CA1910137	THE BOEING COMPANY - HDAIT	1910137-009	WELL 04N
LOS ANGELES	DISTRICT 07 - HOLLYWOOD	CA1910138	LOS ANGELES WORLD AIRPORTS	1910138-001	EAST WELL
LOS ANGELES	DISTRICT 07 - HOLLYWOOD	CA1910138	LOS ANGELES WORLD AIRPORTS	1910138-002	WEST WELL

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<b>County</b>	<b>Regulating Agency</b>	<b>PWS ID</b>	<b>Water System Name</b>	<b>PSCode</b>	<b>Source Name</b>
LOS ANGELES	DISTRICT 15 - METROPOLITAN	CA1900803	EL DORADO MUTUAL WATER CO.	1900803-003	WEST WELL
LOS ANGELES	DISTRICT 16 - CENTRAL	CA1910070	LOS ANGELES CWWD 40,REG 4 & 34-LANCASTER	1910070-025	WELL 04-29
LOS ANGELES	DISTRICT 16 - CENTRAL	CA1910070	LOS ANGELES CWWD 40,REG 4 & 34-LANCASTER	1910070-026	WELL 04-30
LOS ANGELES	DISTRICT 16 - CENTRAL	CA1910070	LOS ANGELES CWWD 40,REG 4 & 34-LANCASTER	1910070-041	ASR WELL 04-66
LOS ANGELES	DISTRICT 16 - CENTRAL	CA1910070	LOS ANGELES CWWD 40,REG 4 & 34-LANCASTER	1910070-045	ASR WELL 04-69
LOS ANGELES	DISTRICT 16 - CENTRAL	CA1910070	LOS ANGELES CWWD 40,REG 4 & 34-LANCASTER	1910070-046	WELL 04-70
LOS ANGELES	DISTRICT 16 - CENTRAL	CA1910070	LOS ANGELES CWWD 40,REG 4 & 34-LANCASTER	1910070-047	WELL 04-71
LOS ANGELES	DISTRICT 16 - CENTRAL	CA1910070	LOS ANGELES CWWD 40,REG 4 & 34-LANCASTER	1910070-090	WELL 04-74
LOS ANGELES	DISTRICT 16 - CENTRAL	CA1910070	LOS ANGELES CWWD 40,REG 4 & 34-LANCASTER	1910070-091	WELL 04-80
LOS ANGELES	DISTRICT 16 - CENTRAL	CA1910070	LOS ANGELES CWWD 40,REG 4 & 34-LANCASTER	1910070-093	WELL 34-7
LOS ANGELES	DISTRICT 16 - CENTRAL	CA1910070	LOS ANGELES CWWD 40,REG 4 & 34-LANCASTER	1910070-094	WELL 04-76

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County	Regulating Agency	PWS ID	Water System Name	PSCode	Source Name
LOS ANGELES	DISTRICT 16 - CENTRAL	CA1910070	LOS ANGELES CWWDD 40,REG 4 & 34- LANCASTER	1910070-095	WELL 04-77
LOS ANGELES	DISTRICT 22 - ANGELES	CA1910097	NORTHROP GRUMMAN CORP.	1910097-001	SITE 4 - EAST WELL
LOS ANGELES	DISTRICT 22 - ANGELES	CA1910097	NORTHROP GRUMMAN CORP.	1910097-002	SITE 4 - WEST WELL
LOS ANGELES	DISTRICT 22 - ANGELES	CA1910097	NORTHROP GRUMMAN CORP.	1910097-003	SITE 03 - WELL 02 (SOUTH)
LOS ANGELES	DISTRICT 22 - ANGELES	CA1910097	NORTHROP GRUMMAN CORP.	1910097-004	SITE 03 - WELL 02 (NORTH)
LOS ANGELES	DISTRICT 22 - ANGELES	CA1910097	NORTHROP GRUMMAN CORP.	1910097-011	SITE 8 - EAST WELL
LOS ANGELES	DISTRICT 22 - ANGELES	CA1910238	LOCKHEED MARTIN SKUNK WORKS	1910238-004	SITE 02 - WELL 02
LOS ANGELES	DISTRICT 22 - ANGELES	CA1910249	WHITE FENCE FARMS MWC NO. 1	1910249-004	WELL 02B
LOS ANGELES	LPA49 - LA COUNTY	CA1900102	WESTSIDE PARK MUTUAL WATER	1900102-001	WELL 01
LOS ANGELES	LPA49 - LA COUNTY	CA1900154	TIERRA BONITA MUTUAL WATER	1900154-001	WELL 01
LOS ANGELES	LPA49 - LA COUNTY	CA1900785	MITCHELL'S AVENUE E MOBILE HOME PARK	1900785-001	WELL 01
SAN LUIS OBISPO	DISTRICT 06 - SANTA BARBARA	CA4010010	SAN MIGUEL COMMUNITY SERVICES DISTRICT	4010010-004	WELL 03
SAN LUIS OBISPO	DISTRICT 06 - SANTA BARBARA	CA4010010	SAN MIGUEL COMMUNITY SERVICES DISTRICT	4010010-005	WELL 04 (1990)
SAN LUIS OBISPO	LPA70 - SAN LUIS OBISPO COUNTY	CA4000206	LAUREATE WATER COMPANY	4000206-003	WELL 06

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County	Regulating Agency	PWS ID	Water System Name	PSCode	Source Name
SAN LUIS OBISPO	LPA70 - SAN LUIS OBISPO COUNTY	CA4000206	LAUREATE WATER COMPANY	4000206-004	WELL 03, HORIZONTAL
SAN LUIS OBISPO	LPA70 - SAN LUIS OBISPO COUNTY	CA4000206	LAUREATE WATER COMPANY	4000206-006	WELL 05
SAN LUIS OBISPO	LPA70 - SAN LUIS OBISPO COUNTY	CA4000206	LAUREATE WATER COMPANY	4000206-008	WELL 02, HORIZONTAL
SAN LUIS OBISPO	LPA70 - SAN LUIS OBISPO COUNTY	CA4000620	SATCOM WATER SUPPLY-CAMP ROBERTS	4000620-001	WELL 01
SAN LUIS OBISPO	LPA70 - SAN LUIS OBISPO COUNTY	CA4000620	SATCOM WATER SUPPLY-CAMP ROBERTS	4000620-002	WELL 02
SANTA BARBARA	DISTRICT 06 - SANTA BARBARA	CA4210017	VANDENBERG VILLAGE COMM. SERV. DIST.	4210017-003	WELL 01B
SANTA BARBARA	DISTRICT 06 - SANTA BARBARA	CA4210700	AMERICAN WATER O&M, LLC - VAFB	4210700-001	SAN ANTONIO WELL 04
SANTA BARBARA	DISTRICT 06 - SANTA BARBARA	CA4210700	AMERICAN WATER O&M, LLC - VAFB	4210700-002	SAN ANTONIO WELL 05
SANTA BARBARA	DISTRICT 06 - SANTA BARBARA	CA4210700	AMERICAN WATER O&M, LLC - VAFB	4210700-003	SAN ANTONIO WELL 06
SANTA BARBARA	DISTRICT 06 - SANTA BARBARA	CA4210700	AMERICAN WATER O&M, LLC - VAFB	4210700-016	SAN ANTONIO WELL 07A
VENTURA	DISTRICT 06 - SANTA BARBARA	CA5602101	ESTERINA PROPERTIES	5602101-001	WELL 01
VENTURA	DISTRICT 06 - SANTA BARBARA	CA5602109	GLENVIEW MOBILE PARK	5602109-002	WELL 02
VENTURA	DISTRICT 06 - SANTA BARBARA	CA5602110	NAVALAIR MOBILE HOME PARK	5602110-002	WELL 02
VENTURA	DISTRICT 06 - SANTA BARBARA	CA5602403	LAGUNA VISTA SCHOOL/OCEANVIEW SCHOOL DIS	5602403-001	WELL 01
VENTURA	DISTRICT 06 - SANTA BARBARA	CA5603116	NISHI QUALITY FLOWERS, INC.	5603116-001	WELL 01

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County	Regulating Agency	PWS ID	Water System Name	PSCode	Source Name
VENTURA	DISTRICT 06 - SANTA BARBARA	CA5610007	OXNARD WATER DEPT	5610007-039	WELL 32
VENTURA	DISTRICT 06 - SANTA BARBARA	CA5610007	OXNARD WATER DEPT	5610007-040	WELL 33

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<b>County</b>	<b>Regulating Agency</b>	<b>PWS ID</b>	<b>Water System Name</b>	<b>PSCode</b>	<b>Source Name</b>
ORANGE	DISTRICT 08 - SANTA ANA	CA3000819	LOS ALAMITOS RACE COURSE	3000819-001	WELL 01 DOMESTIC WELL
ORANGE	DISTRICT 08 - SANTA ANA	CA3010003	CITY OF BUENA PARK	3010003-008	HOLDER WELL
ORANGE	DISTRICT 08 - SANTA ANA	CA3010003	CITY OF BUENA PARK	3010003-017	BALL WELL
ORANGE	DISTRICT 08 - SANTA ANA	CA3010022	GOLDEN STATE WC - WEST ORANGE COUNTY	3010022-003	CHERRY WELL 03
ORANGE	DISTRICT 08 - SANTA ANA	CA3010022	GOLDEN STATE WC - WEST ORANGE COUNTY	3010022-007	HOWARD
ORANGE	DISTRICT 08 - SANTA ANA	CA3010022	GOLDEN STATE WC - WEST ORANGE COUNTY	3010022-010	YELLOWTAIL
ORANGE	DISTRICT 08 - SANTA ANA	CA3010022	GOLDEN STATE WC - WEST ORANGE COUNTY	3010022-012	FLORISTA WELL
ORANGE	DISTRICT 08 - SANTA ANA	CA3010022	GOLDEN STATE WC - WEST ORANGE COUNTY	3010022-014	SOUTH CYPRESS
ORANGE	DISTRICT 08 - SANTA ANA	CA3010022	GOLDEN STATE WC - WEST ORANGE COUNTY	3010022-016	BALL ROAD
ORANGE	DISTRICT 08 - SANTA ANA	CA3010022	GOLDEN STATE WC - WEST ORANGE COUNTY	3010022-023	LOWDEN
ORANGE	DISTRICT 08 - SANTA ANA	CA3010022	GOLDEN STATE WC - WEST ORANGE COUNTY	3010022-028	BLOOMFIELD WELL 02
ORANGE	DISTRICT 08 - SANTA ANA	CA3010022	GOLDEN STATE WC - WEST ORANGE COUNTY	3010022-055	VALLEY VIEW 02
ORANGE	DISTRICT 08 - SANTA ANA	CA3010038	CITY OF SANTA ANA	3010038-026	WELL 26
ORANGE	DISTRICT 08 - SANTA ANA	CA3010041	CITY OF SEAL BEACH	3010041-001	BEVERLY MANOR
ORANGE	DISTRICT 08 - SANTA ANA	CA3010041	CITY OF SEAL BEACH	3010041-002	BOLSA CHICA WELL
ORANGE	DISTRICT 08 - SANTA ANA	CA3010041	CITY OF SEAL BEACH	3010041-009	LAMPSON AVE WELL

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<b>County</b>	<b>Regulating Agency</b>	<b>PWS ID</b>	<b>Water System Name</b>	<b>PSCode</b>	<b>Source Name</b>
ORANGE	DISTRICT 08 - SANTA ANA	CA3010046	CITY OF TUSTIN	3010046-013	WALNUT WELL 77
ORANGE	DISTRICT 08 - SANTA ANA	CA3010046	CITY OF TUSTIN	3010046-036	EDINGER AVE. WELL
ORANGE	DISTRICT 08 - SANTA ANA	CA3010053	CITY OF HUNTINGTON BEACH	3010053-008	WELL 04
ORANGE	DISTRICT 08 - SANTA ANA	CA3010053	CITY OF HUNTINGTON BEACH	3010053-011	WELL 07
ORANGE	DISTRICT 08 - SANTA ANA	CA3010053	CITY OF HUNTINGTON BEACH	3010053-025	WELL 13
ORANGE	DISTRICT 08 - SANTA ANA	CA3010062	CITY OF GARDEN GROVE	3010062-013	WELL 022
ORANGE	DISTRICT 08 - SANTA ANA	CA3010064	CITY OF WESTMINSTER	3010064-002	RESERVOIR WELL 02 028
ORANGE	DISTRICT 08 - SANTA ANA	CA3010064	CITY OF WESTMINSTER	3010064-016	WELL SC-04 021
ORANGE	DISTRICT 08 - SANTA ANA	CA3010064	CITY OF WESTMINSTER	3010064-018	WELL 125 019
ORANGE	DISTRICT 08 - SANTA ANA	CA3010092	IRVINE RANCH WATER DISTRICT	3010092-004	WELL 02
ORANGE	DISTRICT 08 - SANTA ANA	CA3010092	IRVINE RANCH WATER DISTRICT	3010092-014	WELL 06
ORANGE	DISTRICT 08 - SANTA ANA	CA3010092	IRVINE RANCH WATER DISTRICT	3010092-015	WELL 03
ORANGE	DISTRICT 08 - SANTA ANA	CA3010092	IRVINE RANCH WATER DISTRICT	3010092-019	WELL 05
ORANGE	DISTRICT 08 - SANTA ANA	CA3010092	IRVINE RANCH WATER DISTRICT	3010092-055	WELL 76
ORANGE	DISTRICT 08 - SANTA ANA	CA3010092	IRVINE RANCH WATER DISTRICT	3010092-056	WELL 77
ORANGE	DISTRICT 08 - SANTA ANA	CA3010092	IRVINE RANCH WATER DISTRICT	3010092-058	WELL 110

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County	Regulating Agency	PWS ID	Water System Name	PSCode	Source Name
ORANGE	DISTRICT 08 - SANTA ANA	CA3010092	IRVINE RANCH WATER DISTRICT	3010092-069	WELL LF-2 (LAKE FOREST WELL 2)
ORANGE	DISTRICT 08 - SANTA ANA	CA3010092	IRVINE RANCH WATER DISTRICT	3010092-072	WELL 107
ORANGE	DISTRICT 08 - SANTA ANA	CA3010092	IRVINE RANCH WATER DISTRICT	3010092-078	WELL 115
RIVERSIDE	DISTRICT 20 - RIVERSIDE	CA3310004	BOX SPRINGS MUTUAL WC	3310004-002	WELL 17 (PLANT 17)
RIVERSIDE	DISTRICT 20 - RIVERSIDE	CA3310009	EASTERN MUNICIPAL WD	3310009-059	WELL 59 - INDIAN AVE - INACTIVE
RIVERSIDE	DISTRICT 20 - RIVERSIDE	CA3310031	RIVERSIDE, CITY OF	3310031-007	COOLEY H
RIVERSIDE	DISTRICT 20 - RIVERSIDE	CA3310031	RIVERSIDE, CITY OF	3310031-008	COOLEY I
RIVERSIDE	DISTRICT 20 - RIVERSIDE	CA3310031	RIVERSIDE, CITY OF	3310031-045	GARNER WELL 05
RIVERSIDE	DISTRICT 20 - RIVERSIDE	CA3310031	RIVERSIDE, CITY OF	3310031-085	STILES
RIVERSIDE	DISTRICT 20 - RIVERSIDE	CA3310031	RIVERSIDE, CITY OF	3310031-109	GARNER WELL 06
RIVERSIDE	DISTRICT 20 - RIVERSIDE	CA3310031	RIVERSIDE, CITY OF	3310031-120	GARNER WELL 07
RIVERSIDE	DISTRICT 20 - RIVERSIDE	CA3310031	RIVERSIDE, CITY OF	3310031-130	COOLEY J WELL
RIVERSIDE	DISTRICT 20 - RIVERSIDE	CA3310031	RIVERSIDE, CITY OF	3310031-165	SCHEUER WELL 02
RIVERSIDE	LPA63 - RIVERSIDE COUNTY	CA3301147	CVUSD FACILITIES/M&O	3301147-001	WELL 01 EAST
RIVERSIDE	LPA63 - RIVERSIDE COUNTY	CA3301541	RECHE CANYON MUTUAL WATER CO.	3301541-003	WELL #3
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610034	ONTARIO MUNICIPAL UTILITIES COMPANY	3610034-031	WELL 36

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<b>County</b>	<b>Regulating Agency</b>	<b>PWS ID</b>	<b>Water System Name</b>	<b>PSCode</b>	<b>Source Name</b>
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610034	ONTARIO MUNICIPAL UTILITIES COMPANY	3610034-041	WELL 40
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610037	REDLANDS CITY MUD-WATER DIV	3610037-029	ORANGE STREET WELL
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610037	REDLANDS CITY MUD-WATER DIV	3610037-054	CHURCH STREET WELL
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610037	REDLANDS CITY MUD-WATER DIV	3610037-069	North Orange Well 2
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610037	REDLANDS CITY MUD-WATER DIV	3610037-070	NORTH ORANGE WELL 01
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610039	SAN BERNARDINO CITY	3610039-012	ANTIL WELL 06
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610039	SAN BERNARDINO CITY	3610039-030	GILBERT
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610039	SAN BERNARDINO CITY	3610039-049	SEVENTH STREET
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610039	SAN BERNARDINO CITY	3610039-113	EPA WELL 01
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610039	SAN BERNARDINO CITY	3610039-114	EPA WELL 02
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610039	SAN BERNARDINO CITY	3610039-115	EPA WELL 03
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610039	SAN BERNARDINO CITY	3610039-116	EPA WELL 04
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610039	SAN BERNARDINO CITY	3610039-117	EPA WELL 05
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610052	VICTORVILLE WATER DISTRICT	3610052-018	WELL 121
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610052	VICTORVILLE WATER DISTRICT	3610052-028	WELL 130
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610064	EAST VALLEY WATER DISTRICT	3610064-017	WELL 011A

Exhibit A – List of Sources Subject to General Order No. DW 2021-0001-DDW (For DDW Section 5)

<b>County</b>	<b>Regulating Agency</b>	<b>PWS ID</b>	<b>Water System Name</b>	<b>PSCode</b>	<b>Source Name</b>
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610064	EAST VALLEY WATER DISTRICT	3610064-023	WELL 028A
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610064	EAST VALLEY WATER DISTRICT	3610064-031	WELL 141 (MCDANIEL) - CL
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610064	EAST VALLEY WATER DISTRICT	3610064-053	WELL 132-5
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610064	EAST VALLEY WATER DISTRICT	3610064-055	WELL 151
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610118	APPLE VALLEY RANCHOS WATER CO - YERMO	3610118-004	MARINE WELL 01
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610118	APPLE VALLEY RANCHOS WATER CO - YERMO	3610118-005	MARINE WELL 02
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610118	APPLE VALLEY RANCHOS WATER CO - YERMO	3610118-010	HEL BRO WELL 4
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610854	SEARLES VALLEY MINERALS OPERATIONS INC	3610854-001	WELL 02
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610854	SEARLES VALLEY MINERALS OPERATIONS INC	3610854-003	WELL 04
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610854	SEARLES VALLEY MINERALS OPERATIONS INC	3610854-004	WELL 30
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610854	SEARLES VALLEY MINERALS OPERATIONS INC	3610854-006	WELL 35
SAN BERNARDINO	DISTRICT 13 - SAN BERNARDINO	CA3610854	SEARLES VALLEY MINERALS OPERATIONS INC	3610854-007	WELL 36IW

Exhibit A – List of Sources Subject to General Order No. DW 2021-0001-DDW (For DDW Section 5)

<b>County</b>	<b>Regulating Agency</b>	<b>PWS ID</b>	<b>Water System Name</b>	<b>PSCode</b>	<b>Source Name</b>
SAN BERNARDINO	LPA66 - SAN BERNARDINO COUNTY	CA3600062	CAILLIER WATER SYSTEM	3600062-001	WELL 02
SAN BERNARDINO	LPA66 - SAN BERNARDINO COUNTY	CA3600086	DAGGETT COMM SVCS DIST	3600086-002	WELL 02
SAN BERNARDINO	LPA66 - SAN BERNARDINO COUNTY	CA3600086	DAGGETT COMM SVCS DIST	3600086-006	WELL 06
SAN BERNARDINO	LPA66 - SAN BERNARDINO COUNTY	CA3600088	DESERT DAWN MWC	3600088-002	WELL 2
SAN BERNARDINO	LPA66 - SAN BERNARDINO COUNTY	CA3600155	RIVER RANCH MHP	3600155-002	WELL 2
SAN BERNARDINO	LPA66 - SAN BERNARDINO COUNTY	CA3600215	GILBERT STREET COMPLEX	3600215-001	MAIN WELL
SAN BERNARDINO	LPA66 - SAN BERNARDINO COUNTY	CA3600386	FOOTHILL ESTATES MHP	3600386-001	WELL 1
SAN BERNARDINO	LPA66 - SAN BERNARDINO COUNTY	CA3601013	DARR WATER CO	3601013-002	WELL 02 (PILOT WELL)
SAN BERNARDINO	LPA66 - SAN BERNARDINO COUNTY	CA3601051	CEMEX - ALABAMA	3601051-001	WELL 01
SAN DIEGO	DISTRICT 08 - SANTA ANA	CA3710014	OCEANSIDE, CITY OF	3710014-003	WELL 01
SAN DIEGO	DISTRICT 08 - SANTA ANA	CA3710014	OCEANSIDE, CITY OF	3710014-004	WELL 02
SAN DIEGO	DISTRICT 08 - SANTA ANA	CA3710014	OCEANSIDE, CITY OF	3710014-008	WELL 03
SAN DIEGO	DISTRICT 08 - SANTA ANA	CA3710014	OCEANSIDE, CITY OF	3710014-009	WELL 04
SAN DIEGO	DISTRICT 08 - SANTA ANA	CA3710014	OCEANSIDE, CITY OF	3710014-010	WELL 05
SAN DIEGO	DISTRICT 08 - SANTA ANA	CA3710014	OCEANSIDE, CITY OF	3710014-014	WELL 09
SAN DIEGO	DISTRICT 08 - SANTA ANA	CA3710014	OCEANSIDE, CITY OF	3710014-015	WELL 10

Exhibit A – List of Sources Subject to General Order No. DW 2021-0001-DDW (For DDW Section 5)

<b>County</b>	<b>Regulating Agency</b>	<b>PWS ID</b>	<b>Water System Name</b>	<b>PSCode</b>	<b>Source Name</b>
SAN DIEGO	DISTRICT 08 - SANTA ANA	CA3710014	OCEANSIDE, CITY OF	3710014-016	WELL 11
SAN DIEGO	DISTRICT 14 - SAN DIEGO	CA3710025	SWEETWATER AUTHORITY	3710025-003	NATIONAL CITY WELL 02
SAN DIEGO	DISTRICT 14 - SAN DIEGO	CA3710025	SWEETWATER AUTHORITY	3710025-004	NATIONAL CITY WELL 03
SAN DIEGO	DISTRICT 14 - SAN DIEGO	CA3710025	SWEETWATER AUTHORITY	3710025-018	NATIONAL CITY WELL 04
SAN DIEGO	DISTRICT 14 - SAN DIEGO	CA3710800	PUERTA LA CRUZ CC #14	3710800-001	WELL 01
SAN DIEGO	LPA67 - SAN DIEGO COUNTY	CA3700117	MOUNTAIN EMPIRE HIGH SCHOOL	3700117-002	WELL 02
SAN DIEGO	LPA67 - SAN DIEGO COUNTY	CA3700117	MOUNTAIN EMPIRE HIGH SCHOOL	3700117-003	WELL 03
SAN DIEGO	LPA67 - SAN DIEGO COUNTY	CA3700900	LAKE HENSHAW RESORT INC.	3700900-002	WELL 02



# Fact Sheet

## ***Frequently Asked Questions:***

### **What Does AB 756 Require For Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS)**

#### **Introduction**

*This document is intended to provide answers to questions that may arise regarding Assembly Bill 756 (codified as Health and Safety Code section 116378). Nothing in this document supersedes any statutory or regulatory requirements or permit provisions for public water systems.*

#### **What are the new requirements in Health and Safety Code section 116378?**

Authority to order testing: Section 116378 of the Health and Safety Code authorizes the State Water Resources Control Board (State Water Board) to order a public water system to monitor for perfluoroalkyl substances and polyfluoroalkyl substances (collectively, PFAS). The order may apply to an individual public water system, a specific groups of public water systems, or to all public water systems.

Authority to require electronic submittals: Section 116378(b) requires all PFAS monitoring results to be submitted to the State Water Board electronically as directed by the State Water Board in its order. The State Water Board will provide specific instruction on how to submit data within its order.

Public notification requirements: Additional public notification requirements for any PFAS detections, notification levels exceedances and response levels exceedances are described below.

#### **If a Community Water System (CWS) or Nontransient Noncommunity (NTNC) water system previously sampled for PFAS pursuant to an order by DDW (2019) or sampled voluntarily, what is required under the new Health and Safety Code section 116378?**

DDW previously issued monitoring orders in 2019 for PFAS under the authority of Health and Safety Code section 116400. Monitoring conducted under those orders or voluntary monitoring of PFAS are not required to comply with section 116378 as described in this document. Only monitoring conducted pursuant to an order issued under the authority of section 116378 shall establish data and results that triggers the reporting requirements within section 116378.



## **What is considered a PFAS for the purposes Health and Safety Code section 116378?**

For the purposes and requirement set forth in Health and Safety Code section 116378, “PFAS” will be defined as the analytes a water system is required to test for under an order by the State Water Board issue pursuant to authority of Section 116378. Currently PFAS are defined as those analytes included in EPA Method 537.1.

## **What is considered a PFAS detection for the purposes Health and Safety Code section 116378?**

A PFAS detection is a positive finding of a quantifiable amount above an established detection level requirement for any PFAS analyte tested for pursuant to an order issued under Health and Safety Code section 116378. The detection level requirement for each PFAS constituent for which monitoring is required in an order will be identified by the State Water Board at the time the monitoring orders are issued. For the purposes of meeting the requirements in Health and Safety Code section 116378, this will be identified as the Consumer Confidence Report Detection Level (CCRD L)

## **What is a confirmed PFAS detection?**

If a laboratory reports the detection of PFAS in any sample at a concentration greater than the DDW-established detection level, the water system will have an option to collect one or two confirmation samples within 30 days of being notified of the initial detected result by the laboratory.

If a PFAS detection is followed by confirmation sample with a result less than the detection level, a second confirmation sample may be taken by the water system. Both the first and second confirmation samples must be collected within 30 days of the notification by the laboratory of the initial detected sample result. An initial detected result will be disregarded if two confirmation samples do not show the detection of the PFAS contaminant. If a confirmation sample is not collected, the initial detection shall be presumed to be confirmed.

If the PFAS detection is confirmed, all results of the initial and confirmation samples will be averaged within that quarter to determine if the confirmed detection is greater than the notification level or response level. A result below the DDW-established detection level will be assigned a value of zero when averaging.

## **What are the potential health concerns caused by PFOA and PFOS in drinking water?**

PFOA and PFOS are readily absorbed but not readily eliminated from the human body. Health effects associated with long-term exposure include harmful effects to a developing fetus or infant; harmful effects to the immune system, thyroid and liver; and cancer. The notification levels and response levels are based on recommendations that provide a margin of protection against these health effects in sensitive populations. They are also established at concentrations associated with a low cancer risk over a

lifetime of exposure. The risk would be lower once the contaminant is eliminated or reduced in the water supply. In addition to water, humans can be exposed to PFOA and PFOS through a variety of sources, including food, dust in homes and imported consumer products.

### **Which PFAS analytes have notification levels or response levels?**

A notification level and corresponding response level have been established for PFOA and PFOS. The current levels are noted below:

PFAS Compound	Notification Level (ng/L)	Response Level (ng/L)
Perfluorooctanoic acid (PFOA)	5.1 ng/L	10 ng/L
Perfluorooctanesulfonic acid (PFOS)	6.5 ng/L	40 ng/L

ng/L – nanograms per liter. Parts per trillion is an equivalent unit of measure.

### **If a CWS or NTNC water system has a confirmed detection for PFAS, what is required for public notification?**

If any monitoring undertaken pursuant to an order issued under section 116378 results in a confirmed detection of PFAS for any analyte tested for per order, the CWS or NTNC water system shall report the detection in the water system’s annual consumer confidence report.

### **If a CWS or NTNC water system detects a PFAS level greater than the notification level, what is required for public notification?**

If monitoring of water delivered to the consumer, undertaken pursuant to an order issued under section 116378, results a confirmed detection of PFOA or PFOS in exceedance of a notification level, the CWS or NTNC water system shall report the detection as required by Health and Safety Code section 116455. The section 116455 notification is required within 30 days after the water system is first informed by the laboratory of a confirmed detection of the contaminant that exceeds the notification level. Voluntary or previously ordered monitoring that exceeds a notification level shall comply with section 116455.

As required by section 116455, if the public water system is a retail water system, then the person operating the retail water system shall notify the retail water system’s governing body and the governing body of any local agency whose jurisdiction includes areas supplied with drinking water by the retail water system. If the public water system is a wholesale water system, then the person operating the wholesale water system shall notify the wholesale water system’s governing body and the water systems that are directly supplied with that drinking water.

## **How is an exceedance of a response level determined?**

A response level is established by the State Water Board's Division of Drinking Water (DDW) and is an advisory level at which DDW recommends the source be taken out of service. The response level established for any PFAS analyte will be posted on the Division of Drinking Water's webpage. To determine whether monitoring shows an exceedance of a response level, the water system must calculate a quarterly running annual average (QRAA). The QRAA means the average of sample results taken at an individual source or entry point location during the previous four calendar quarters. If sampling has just begun, such as the in the first quarter, then the other quarters will be considered to have a zero value, and the first quarter results would be divided by four. The QRAA is re-calculated each quarter using the most recent four quarters of results.

If any sample would cause the QRAA to exceed a response level, the water source would exceed the response level. If a system takes more than one sample in a quarter, the average of all the results for that quarter shall be used when calculating the running annual average. If a system fails to complete four consecutive quarters of monitoring, the running annual average shall be based on an average of the available data.

## **If a CWS or NTNC water system has a QRAA of a PFAS greater than a response level, what is required for public notification?**

If any monitoring undertaken pursuant to an order issued under section 116378 results in a QRAA of PFAS in the water entering the distribution system that exceeds a response level, the water system shall either (1) take the source out of service immediately; (2) utilize treatment or blending (see question below for details); or (3) provide public notification of the response level exceedance within 30 days of being notified by the laboratory of the exceedance (see below for notification requirements). The response level is determined by calculating the QRAA. Additionally, the exceedance of the response level must be reported in the annual consumer confidence report.

## **If a CWS or NTNC water system provides treatment or blending to the water source prior to delivering the water to the customers, what can the water system do?**

Public water systems that provide treatment (example, blending, granular activated carbon, ion exchange or reverse osmosis treatment) can also sample the treated or delivered water to determine notification requirements. Sources listed in the water system order must be sampled. Treated water sampling is an option to each water system in conjunction with the source water sampling. If treated water samples are collected, the local DDW district office should be contacted for additional instructions.

## **How does a CWS provide public notification to their consumers following a confirmed detection exceeding the response level and the water source continues to be used?**

Public notification for a CWS that is delivering water exceeding a response level shall meet the requirements of Health and Safety Code section 116378 and include the following:

- Mail or directly deliver notice to each customer receiving a bill, including those that provide drinking water to others, and to other service connections to which water is delivered by the water system.
- Email notice to each customer of the water system with an email address known by the water system.
- Post the notice on the internet website of the water system.
- Use one or more of the following methods to reach persons not likely to be reached by mail or direct delivery:
  - Publish notice in a local newspaper for at least seven days.
  - Post notice in conspicuous public places served by the water system for at least seven days.
  - Post notice on an appropriate social media site for at least seven days.
  - Deliver notice to community organizations.

## **How does a NTNC water system provide public notification to their consumers following a confirmed detection exceeding the response level and the water source continues to be used?**

A NTNC water system shall do both of the following:

- Post notice in conspicuous locations throughout the area served by the water system.
- Use one or more of the following methods to reach persons not likely to be reached by the notice:
  - Publish notice in a local newspaper for at least seven days.
  - Publish notice in a newsletter distributed to customers.
  - Send notice by email to employees or students.
  - Post notice on the internet website of the water system and an appropriate social media site for at least seven days.
  - Deliver notice directly to each customer.

## **How should the public notification notice be displayed?**

- The notice shall be displayed so that it catches people's attention when printed or posted.
- The message in the notice should be understandable at the eighth grade reading level.

- The notice shall not contain technical language beyond an eighth grade reading level or print smaller than 12-point type.
- The notice shall not contain language that minimizes or contradicts the information provided in the notice.

### **What information is required to be included in the public notification?**

The requirements from Section 116378 are listed below. A template complying with the requirements is provided on the DDW webpage.

- A statement that there was a confirmed detection above the response level, the numeric level of the applicable response level, and the level of the confirmed detection.
- A description of the potential adverse health effects as identified by the state board in establishing the notification level or response level.
- The population at risk, including subpopulations particularly vulnerable from exposure.
- The name, business address, and phone number of the water system owner, operator, or designee, as a source of additional information concerning the notice.
- A statement to encourage the notice recipient to distribute the notice to other persons served, using the following standard language: “Please share this information with all of the other people who drink this water, especially those who may not have received this public notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.”

### **If a non-English speaking group other than Spanish exists in the water system service area, what is required in the public notification?**

If the non-English speaking group exceeds 1,000 residents or 10 percent of the residents serviced by the water system, either of the following is required:

- Information in the appropriate language regarding the importance of the notice.
- A telephone number or address where a resident may contact the water system to obtain a translated copy of the notice or assistance in the appropriate language.

### **Additional Resources**

More information on this Project can be found on the [PFOS PFOA resources page](#).

*(This Fact Sheet was last updated on February 6, 2020)*