



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

P.O. Box 370131
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Montara, CA 94037-0131
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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

June 3, 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/85406830218?pwd=aVhtUDkwUzdRZ081RWRGRnUyS1ZBZz09>

MEETING ID: 854 0683 0218

Password: 945666

CALL IN PHONE NUMBER: +1 669 900 9128

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

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

Public Comment

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

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

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

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

CALL TO ORDER

ROLL CALL

PRESIDENT'S STATEMENT

ORAL COMMENTS (Items other than those on the agenda)

PUBLIC HEARING

CONSENT AGENDA

1. [Approve Minutes for Regular Scheduled Board Meetings May 6, and May 20, 2021.](#)
2. [Approve Financial Statements for April 2021.](#)
3. [Approve Warrants for June 1, 2021.](#)
4. [SAM Flow Report for April 2021.](#)
5. [Monthly Review of Current Investment Portfolio.](#)
6. [Connection Permit Applications Received.](#)
7. [Monthly Water Production Report.](#)
8. [Rain Report.](#)
9. [Monthly Solar Energy Report.](#)
10. [Monthly Public Agency Retirement Service Report for March 2021.](#)

OLD BUSINESS (none)

NEW BUSINESS

1. [Review and Possible Action Concerning 2021/2022 Draft Water and Sewer Budget and CIP.](#)

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. Cr. No. 17CV316927)

CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION

- Significant Exposure to Litigation pursuant to paragraph (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

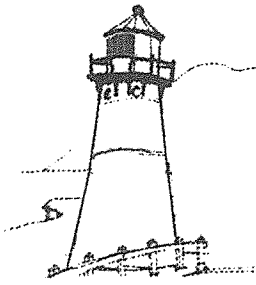
Negotiating parties: Coast Wholesale Florists, a corporation/Miller-Havice Ranch

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 & SANITARY
DISTRICT

REGULAR BOARD OF DIRECTORS MEETING
May 6, 2021

MINUTES

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

REGULAR SESSION BEGAN AT 7:35 p.m.
CALL TO ORDER
ROLL CALL

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

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

Others Present: District Counsel, Christine Fitzgerald
District Water Engineer, Tanya Yurovsky
District Sewer Engineer, Pippin Cavagnaro
Kastama Consulting, Alison Kastama
Sewer Authority Mid-Coastside, General Manager Kishen Pravidath
Sewer Authority Mid-Coastside, Supervisor of Operations, Tim Costello

PRESIDENT'S STATEMENT –

Director Boyd stated that while he is not a big fan of the fog, it is collecting water. This is a drought year, and while the District has water, he encouraged everyone to conserve and be responsible with water. For many years, the community has always done that through tough conditions and it has always paid off.

ORAL COMMENTS - none

PUBLIC HEARING - none

CONSENT AGENDA

- 1. Approve Minutes for Special Meeting March 29, Regular Scheduled Board Meetings April 1, April 15, and Special Finance Committee Meeting April 27, 2021.**
- 2. Approve Financial Statements for March 2021**
- 3. Approve Warrants for May 1, 2021**
- 4. SAM Flow Report for March 2021**
- 5. Monthly Review of Current Investment Portfolio**
- 6. Connection Permit Applications Received**
- 7. Monthly Water Production Report**
- 8. Rain Report**
- 9. Monthly Solar Energy Report**
- 10. Monthly Public Agency Retirement Service Report for February 2021**

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

OLD BUSINESS

NEW BUSINESS

- 1. Review and Possible Action Concerning Sewer Authority Mid-Coastside Fiscal Year 2021-2022 Collections Budget.**

General Manager Clemens Heldmaier stated the Sewer Authority Mid-Coastside (SAM) Board approved the Collections Budget for the next fiscal year to be sent out to the member agencies for consideration of approval. The General Budget was not approved. The Half Moon Bay City representative stated that the City requested the infrastructure portion be removed from the General SAM Budget and voted against approval. At the meeting, SAM legal counsel commented that the current Joint Powers Agreement requires the inclusion of the infrastructure portion in the budget. He also received this in written form from SAM legal counsel. The General Budget will be presented again in its current form at the next SAM meeting. The Collections Budget will

increase overall approximately \$200,000 dollars or 30% over the prior fiscal year due to the planned purchase of a flusher truck. The assessment for the Montara Water and Sanitary District (MWSD) would increase approximately \$73,000 dollars or roughly 28%. Staff recommendation is to approve and adopt the resolution of the Montara Water and Sanitary District approving and adopting the fiscal year 2021-2022 Sewer Authority Mid-Coastside Wastewater Collections Systems Contract Services Budget.

Director Lohman commented that even though the budget is increasing substantially, almost the entire increase is due to the new truck, which SAM absolutely needs. He supports it.

Gregg Dieguez, Montara resident, commented that he is working with a sub-committee of the Mid-Coast Community Council (MCC) doing some research on the SAM lawsuit. There will be an agenda item coming forward regarding the lawsuit. A number of questions were given to MWSD, and will be given to the other member agencies. Then they will deliberate how to conduct the agenda item.

Director Slater-Carter offered to answer questions.

Gregg Dieguez said he prefers the answers from the affected parties in writing. He understands there are legal constraints.

Director Lohman asked District Counsel Christine Fitzgerald her opinion on someone being at the meeting to answer questions.

District Counsel Christine Fitzgerald replied that given the nature of the lawsuit and confidentiality issues, she does not recommend it.

Director Boyd concurred and said they need to respect the need for confidentiality and best discharge their duties to their constituents. He appreciates the MCC's efforts to bring this to the attention of the community. It is right and proper for the MCC to bring attention to matters of such importance.

Gregg Dieguez, Montara resident, replied that there may be matters of fact regarding the design of the sewer system that members of the various agencies can speak to, not the lawsuit, and an area that might be safe in terms of the lawsuit. He said that he is also concerned as a community member and council member, given what he is seeing in the holdup in the budget process, that the safe and efficient operation of SAM is being compromised by the dispute.

Director Slater-Carter said as a Board member of MWSD and SAM, she agrees. She prefers to answer questions in an interview style as opposed to a

written form to allow for additional clarification, thus avoiding any misunderstanding or misinterpretation of the content.

Director Boyd commented that after decades of strong collaboration and cooperation, with the kind of benefit people talk of consolidation, now one agency decides to change the rules and wants to be the boss, and it makes life difficult. Sanitation is one of the foundations of civilization and the Board works to ensure that it is working and maintained, requiring cooperation and give and take. What you are seeing is some of the re-architecting that may be a little more one sided in scale than the other.

Director Slater Carter made a motion to adopt the resolution of the Montara Water and Sanitary District approving and adopting the fiscal year 2021-2022 Sewer Authority Mid-Coastside Wastewater Collections Systems Contract Services Budget, and Director Dekker seconded the motion. A roll-call vote was taken, and the motion passed unanimously 5-0.

Director Boyd thanked Kishen and Tim for their hard work. The updates of the Wet Weather project also help to bring awareness of the good work SAM is doing.

2. Review and Possible Action Concerning San Mateo County Hazard Mitigation Plan (HMP) Annex.

General Manager Clemens Heldmaier stated District Tanya Yurovski will present the status of this project.

District Water Engineer Tanya Yurovski stated this is the first year San Mateo County has invited MWSD to participate via an annex in the Multi-Jurisdictional Hazard Mitigation Plan (HMP) update. This process occurs every five years, and this year the County has made an effort to include special districts. After careful consideration, the General Manager Clemens Heldmaier thought it beneficial to participate. The District will be part of the County HMP through its own annex. In the past, the District participated through the annex with the Association of the Bay Area Governments. MWSD have submitted the documents for Phase One, and are now working on Phase Two: Capability Assessment and Information Sources, due to the County on May 21st. Phase Three is Risk Ranking, Action Plan, and Information Sources, and is due July 30th. To summarize what this is, it is listing the agency's assets and understanding how well the agency is prepared in the event of a natural disaster. This work is required by the California Office of Emergency Services (Cal OES) and FEMA, and may give the District a better understanding and possible access for grant funding. If there is funding available, the whole County will probably apply and will be a joint effort. Once Cal OES and FEMA approve the HMP and the annex, the actual annex will be brought before the

Board for review and approval through a resolution. This is just for information only, and there will be periodic updates.

Gregg Dieguez, Montara resident, asked about the share of assets being owned at SAM, and understands they are working with SAM. He encouraged the District to update all assets to current replacement costs. He will also be happy to work with Kishen at SAM to update his spreadsheet. He is pleased to see that it is being handled well. Given what he sees at the other agencies, he feels MWSD is in a position to be in a leadership role with respect to SAM as well, because MWSD seems to be on top of it. A related issue is the potential for pollution of the watershed due to wildfire in the Caltrans-Right-of-Way. He pointed out that Caltrans seems to only get involved if they are put on legal notice that they have a liability. He is going to make some suggestions at the MCC, because in addition to the Caltrans property and MWSD's watershed, there are evacuation routes in the Caltrans Right-of-Way (or Bypass) and eucalyptus trees. Think of the watershed as an asset that is vulnerable.

Director Lohman agreed with Mr. Dieguez's comments and asked if this process was a way of identifying deficiencies.

District Water Engineer Tanya Yurovski replied that they are not indicating condition of the assets. They are only listing assets and the replacement values. It is more "what are the hazards threatening the facilities, and what are the facilities worth?" So, they are setting up future reimbursement by FEMA vs. pre-disaster mitigation. FEMA has that instrument that they can apply for if they identify a hazard that can be addressed before it happens.

Director Dekker asked for clarification of an annex in this context.

District Water Engineer Tanya Yurovski explained that the County is the over-reaching authority of the plan and everyone else not associated with the County are attached to the plan through an annex.

3. Review and Consideration of Various District Policies in Connection with the District's Application for Transparency Certificates of Excellence.

General Manager Clemens Heldmaier stated in an effort towards acquiring the California Special Districts Association (CSDA) Transparency Certificate, MWSD has four District Policies to be reviewed and adopted tonight: Procedures for California Public Records Act Requests for Documents, Code of Ethics and Conduct for all District Board members officers and staff, Expense Reimbursement Policy, and Annual Disclosure of Expense Reimbursements. Staff recommends approval and adoption of the resolution establishing and adopting policies of the Montara Water and Sanitary District related to the

California Public Records Act, District Code of Ethics and Conduct and Reimbursement of Expenses.

Director Lohman said that this Transparency Certificate demonstrates that MWSD has high standards and it is a great process to go through.

Director Dekker asked what the status is of the Board members completion of classes.

General Manager Clemens Heldmaier said he will send a status out tomorrow.

Director Slater-Carter said that the Board has always worked from high moral and ethical standards, and they are just making it official. She made a motion to adopt the resolution establishing and adopting policies of the Montara Water and Sanitary District related to the California Public Records Act, District Code of Ethics and Conduct and Reimbursement of Expenses. Director Dekker seconded the motion. A roll-call vote was taken, and the motion passed unanimously 5-0.

REPORTS

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

Director Slater-Carter said they will be discussing the General budget on Monday.

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

Gregg Dieguez said in reference to getting Caltrans involved in doing something about fire reduction or re-vegetating, if they can define a project that includes permanent vegetation and management of a fire-prone space, the odds of getting some coverage go up. Also, if they can notify Caltrans that there is a liability, the odds of getting them involved increases. He is looking forward to working with MWSD on the MCC about this.

Director Slater-Carter added that she appreciated the last MCC meeting discussing fire risk particularly for El Granada. Everyone did an excellent job. She encouraged everyone to watch the meeting on YouTube.

3. CSDA Report (Lohman) – none

4. LAFCo Report (Lohman) – none

5. Attorney's Report (Fitzgerald) - none

6. Directors' Report – none

7. General Manager's Report (Heldmaier)

General Manager Clemens Heldmaier reminded everyone that they are currently in the process of flushing hydrants in the community. This could result in some discoloration of the water. Please contact the District if you experience this. They will advise people to flush the first hose bib where the pipe enters the house to clear, then flush the fixtures to clear. There is also information on the website. This is scheduled up until May 13th, and is being done in cooperation with Coast Fire to test the hydrants.

FUTURE AGENDAS

District Counsel, Christine Fitzgerald, stated that Director Lohman will be recusing himself from the item in Closed Session agenda pertaining to real property negotiations due to a conflict of interest under Government code section §87100. His video and audio will be turned off. He will not be in the meeting during this time.

BRIEF RECESS at 8:18 pm

CONVENE IN CLOSED SESSION 8:23 pm

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Government Code § 54956.9(d)(1))

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

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Paragraph (2) of subdivision (d) of Government Code §54956.9 (1 potential case)

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Government Code §54956.8)

Property: 771 Rivera Rd. in Montara, CA

Agency Negotiator(s): General Manager; District General Counsel; and 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 at 10:45pm

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

Respectfully Submitted,

Signed _____
Secretary

Approved on the 3rd, June.

Signed _____
President



MONTARA WATER & SANITARY
DISTRICT

REGULAR BOARD OF DIRECTORS MEETING
May 20, 2021

MINUTES

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

REGULAR SESSION BEGAN AT 7:33 p.m.
CALL TO ORDER
ROLL CALL

Directors Present: Boyd, Dekker, Harvey, & Lohman;
Slater-Carter (joined at 7:37pm)

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

Others Present: District Counsel, Christine Fitzgerald
District Water Engineer, Tanya Yurovski
Sewer Authority Mid-Coastside, General Manager Kishen Pravidath

PRESIDENT'S STATEMENT

Director Boyd encouraged everyone to conserve water, and recommendations will be coming that they will be asking the community to take into account. There are

many communities surrounding them that will be hit hard by the drought. It is good to be mindful and adopt practices that will be good now and in the long run.

ORAL COMMENTS

Director Lohman announced next Wednesday at 4:11am the biggest moon of the year will be in full lunar eclipse, also called the blood red moon. It will be spectacular if you can get up early that day and there is no fog.

Director Slater-Carter said that General Manager Clemens Heldmaier sent her an article from the Marin IJ, about water agencies considering implementing moratoriums on water connections due to the lack of water. Senate Bill 6 is allowing for new housing in different zoning districts, to make it easier to subdivide or add housing units and ADUs. Please write your local legislature to oppose this bill, as we are in the second year of a drought. There is a clear disconnect between the water providers and the legislators who keep pushing affordable housing.

PUBLIC HEARING - none

CONSENT AGENDA - none

OLD BUSINESS - none

NEW BUSINESS

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

General Manager Clemens Heldmaier stated that at the last meeting it was reported that the General Budget did not get approved, as Half Moon Bay's Sewer Authority Mid-Coastside (SAM) representative requested the Infrastructure portion of the General Budget be removed. SAM's legal Counsel commented that the current Joint Powers Agreement requires the inclusion of the Infrastructure portion of the General Budget. Thus, at the last SAM meeting, the budget was approved in its original form presented on April 26th. The overall General Budget will decrease by \$43,000 or 1% over the prior fiscal year. The assessment for the Montara Water and Sanitary District (MWSD) is 1.532 million dollars, a decrease of \$52,000 or 3%. SAM's General Manager, Kishen Prathivadi, will be presenting the budget. Staff recommendation is to adopt the 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.

SAM General Manager Kishen Pravidath stated this presentation is for the General Budget with the Infrastructure included. It is the same one presented

on April 26th at the SAM Board meeting. He went over the budget points: all authorized staff positions are included, with applicable merit step increases, vacant position budgeted at mid-step, decrease in health benefits (re-allocated to Collections), retirement contributions decreased (overestimated last year), 3% CPI applied to all non-personnel costs. Total budget is \$7.4 million, Wages and Benefits 28% or \$2,099,482, Legal and Professional Services \$955,566 or 19%, Infrastructure \$2,478,320 or 33%, and other expenses \$1,865,178 or 38%. The Infrastructure budget was approved in February and it has been carried forward in the General Budget. The Operating Budget (without Infrastructure) is a total of \$4.92 million. Wages and benefits 43%, legal and professional services 19%, and all other expenses 38%. There are 11 employees, with one vacancy, for a total of 12. The changes from fiscal year 2020-2021 are: wages and benefits 6% decrease, legal and professional services 29% decrease, other expenses 1% decrease, for a total operating decrease of 10%. Infrastructure increases 25% (due to equipment repairs), and the total general budget decreases by 1%. Operating budget key changes are: personnel costs net decrease due to retirement contribution and wages, legal services increase due to legal cases, engineering services have decreased because it has been combined with the infrastructure budget, professional services decreased due to less reliance on consultants, insurance premium increased, building and maintenance services decreased because they have been moved to the infrastructure budget, repair and maintenance increase due to reclassified plant equipment from professional services, and all other expenses increased due to CIP and adjustments to operating expenses. For CALPERs there are some employees who are classic members and PEPRA members (after 2013). The employer rate has gone down slightly for classic members, while the employee rate has gone up slightly. The unfunded liability has gone up. There will be a Finance Committee for those who want more information about the unfunded liability next Thursday. It is also on the website. The assessment for MWSD is \$1,532,608 dollars or 21.1% of the entire budget, based primarily on last calendar year's flow. This is a 3% decrease from last year. Division budgets: Administration decreased by 7%, Treatment decreased by 12%, Lab fees increased 27%, and Infrastructure increased by 24%.

Director Dekker said that on the staff report it shows 7.263546 million that is proposed to be assessed to the member agencies total. However, your PowerPoint shows 7.4 million. Where is the difference? Is that Infrastructure project expenses?

SAM General Manager Kishen Pravidath replied that they have revenues from other things that are taken into account and deducted from the expenditures.

Director Dekker said for 2020-2021 MWSD used 2% CPI and asked if they expect the CPI for 2021-2022 to be higher, taking 3%?

SAM General Manager Kishen Pravidath replied that they raised it slightly to 3%.

Director Dekker asked if SAM used the actual CPI from January to January.

SAM General Manager Kishen Pravidath replied yes.

Director Dekker asked about the legal expenses for the Half Moon Bay lawsuit.

SAM General Manager Kishen Pravidath said some extras are added in the legal fees. There is not a separate line item for the lawsuit.

Director Dekker asked if SAM General Manager Kishen Pravidath felt confident about the \$25,000 increase.

SAM General Manager Kishen Pravidath replied yes.

Director Dekker said that SAM specified that they want 1.25 million for the emergency reserve. How much do you need for the operating reserve? Last year it was 1.376 million and there was a shortfall of \$846,000 dollars. What is the situation today in terms of the emergency and operating reserves? How much is in LAIF and in the bank?

SAM General Manager Kishen Pravidath replied that he does not have the specific numbers, but thinks it is 1.4-1.5 million. It is better than last year.

Director Dekker said he noticed in the Treatment division, there is one employee less this year.

SAM General Manager Kishen Pravidath said the one Treatment position (Engineering Construction Contracts Manager) was defunded 2019-2020.

Director Slater-Carter asked if they have a priority list and a way to economize for the projects they are going to be doing, and how do they plan to handle the increasing expenses over the next year?

SAM General Manager Kishen Pravidath replied that they will try to do projects as early as possible, buy some office supplies in advance or in bulk, and is considering annual maintenance contracts. He is also thinking of possibly including a clause in long-term construction projects to provide an incentive for early completion.

Director Slater-Carter commented that those are great ideas. However, the costs of their recent project went up significantly because one member agency decided they didn't like it. Is there a way they can get a sign-on from the member agencies for this long-term planning, or have a 2–3-year budget that would include the long-term contracts, so they are predictable?

SAM General Manager Kishen Pravidath said that was a good idea to have a multi-year budget. He will discuss this further with the other managers at the Managers meeting, and bring it to the SAM Board in the future.

Director Slater-Carter requested that he convey to the other managers to have it agendaized so they can get a commitment from the Board as well. One of the problems seem to be that the general managers get over-written from the managers meeting.

Director Dekker made a motion to adopt the 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. Director Slater-Carter seconded the motion, and the motion passed unanimously 5-0.

2. Review of Drought Contingency Plan

General Manager Clemens Heldmaier stated that they are all aware of the drought in California. However, he believes the numbers indicate that the drought is worse than reported. MWSD is in good shape, and they will survive this year. However, they do not know how long this will continue. He thought it a good idea to review the Drought Contingency Plan, and use it to point out to customers in the newsletter the situation. Customers will be asked to conserve water, as they are always in Stage One of the Contingency Plan. The voluntary reductions being implemented now by water agencies utilizing Hetch Hetchy water, are a step towards mandatory reductions.

Gregg Dieguez, Montara resident, said he was given guidelines on calculating cut-backs, if anyone is interested. Each agency will need to calculate its own numbers because of the different water rights and sources. He asked how this drought will affect large pending developments? He pointed out that in the 2017 plan the Alta Vista well had 100 gallon/minute flow, but the hydrologists report 75-80 gallons/minutes in two separate reports. He asked MWSD to consider if they have enough drought reserves that make sense, and what they will likely experience as they are forced to conserve water in the main aquifer. He would like to know what the implications are. He is not suggesting a connection moratorium, but with a new development planned, maybe it is time to think about it more closely.

Director Slater-Carter commented that as part of their drought planning, they need to look at the loss of their gross receipts. With people conserving, water sales will decrease. In the newsletter perhaps they can include an article about MWSD costs, rate structures, and the difficulty of balancing the budget.

Director Lohman proposed that they mention SB 6 in the newsletter which is adding more housing and encourage people to write their legislature. What good is it to reduce water usage by 10%, then add 10% more people? A formal lawsuit has been filed against the Coastal Commission for approving the big development in Moss Beach with an inadequate EIR. The trend seems to be adding more housing, which means less water for everyone, and that can't keep going on.

Michelle Dragony, Coastside Buzz, added that she will be happy to promote that.

3. Review and Possible Action Regarding PFAS (perfluoroalkyl substances and polyfluoroalkyl substances) Regulations

General Manager Clemens Heldmaier thanked Director Dekker for following the changes happening with the regulations in reference to PFAS and PFOS. PFAS and PFOS are used in Teflon and firefighting foam. While they have been aware that these substances are harmful for a long time, it is the way they are regulated that more people are looking at them. This will all help improve water quality.

District Water Engineer Tanya Yurovsky stated that the water system is regulated by the California Safe Water Act, and under this Act they require monitoring for the contaminants and notification of the water quality to the public. They publish the Consumer Confidence Report every year and all the other monitoring that the District conducts. These compounds have been prevalent for many years, and now there is a keen awareness of its potential impact to the water supply and the State is looking very closely at this. The initiation of their regulation came from the EPA. The State followed suit authorizing the State Water Board with California AB 756 was promulgated in 2019 to monitor for these substances. If the substances are detected, systems are required to report to the State and the public. It is not yet established as a maximum contaminate level and the regulatory controls are still evolving. In September 2020, the Division of Drinking Water set another round of orders to the water systems requiring monitoring. Then in February 2021, they issued a general order asking water systems deemed at risk for cross contamination, those that detected these substances, or are close to those that have confirmed detections of the substances, to monitor and report. The good news is none of MWSD water sources were listed to sample for PFAS. None of the water sources in the County are listed. It is an

emerging contaminate, and they have no concerns at this point that there is any exposure to MWSD sources.

Director Harvey asked what or where are the districts being looked at.

District Water Engineer Tanya Yurovsky replied that there is a private water company in Santa Clara County.

Director Dekker added there is an article in Consumer Reports May issue about PFAS.

Director Slater-Carter commented there was also a discussion about PFAS at the SAM Board meeting under Attorneys Reports. Perhaps a link to it can be put on the website.

Director Boyd said that people interested can go the SAMcleanswater.org and find the video there.

Michelle Dragony, Coastside Buzz, said she did a post on this. Please go to Coastsidebuzz.com and type in PFAS in the search.

REPORTS

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

Director Lohman stated that the General Budget was approved.

SAM General Manager Kishen Pravidath said they talked about the First Flush report by RCD, and the Hazard Mitigation Plan.

Director Lohman said that RCD stated that the Harbor was polluted. They have some solutions that they will try to offer in the next couple of months. For the Multi-jurisdictional Local Hazard Mitigation Plan, they are talking whether they can start discussing potential projects for that to possibly get some funding.

Director Boyd said he appreciated that SAM General Manager Kishen Pravidath got a formal opinion from the SAM attorney in reference to the question of allocation (General Budget).

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

Gregg Dieguez said they are trying to get Caltrans to remove and revegetate eucalyptus on evacuation routes and the Highway Bypass property. They are having trouble finding contacts at Caltrans to work with. If anyone has contact information they can approach to participate in the local Hazard Mitigation Plan and in more specific immediate actions please let him know.

Director Slater-Carter asked what was on the agenda.

Gregg Dieguez said they have repeated Wildfire Risk and Hazard Mitigation Plan tasks that they published at the last meeting and the meeting before, and there will be updates at every meeting. The SAM Half Moon Bay lawsuit will be covered at the next meeting. They have consulted with County Counsel, and they are allowed to cover it with specific guidelines. He requested the PowerPoint slides from MWSD. In June, they are going to discuss Wildfire items. It is striking to him that there is no specific governance for their area. One of the things they might have to do is establish a governance body to receive funds. That and some other consulting work will be discussed on Wednesday and going forward you will see more.

Director Dekker said he received an email from Kevin Mullin requesting them to participate in a virtual Wildfire Preparedness Event on Wednesday, May 26th at 5:00pm. He will probably be participating.

Gregg Dieguez said he will look at the agenda and think about it.

3. CSDA Report (Lohman)

Director Lohman said there was a meeting, but nothing to report.

4. LAFCo Report (Lohman) – none

Director Lohman reported that the big item was the situation with the East Palo Alto Sanitation District. The City and a major developer have proposed a dozen major projects in the area. The sanitation district said a 7-million-dollar upgrade is needed, and the developer said to have the customers pay for it. They also said that the sanitation district should have listened at the meetings and pre-build the infrastructure. However, special districts can't put in more infrastructure because they feel like it. It is called growth inducement. This time the LAFCo commissioners asked that California law and special district law be added in the study. He understands special district can't do that because it is a gift of public funds. There aren't any agencies that have picked up the costs for the developers. The developer has also paid for the Municipal Service Review (MSR) for this agency. It is interesting that the agency hired by the developer will be doing the MSR with the intent to dissolve the special district.

Director Slater-Carter asked if this has been discussed at CSDA. This goes against the intent of the reviews.

Director Lohman said it will take a long time to do the study. It would be interesting if CSDA sends a letter. It is a bit sticky, because the developers are paying the money to do the study.

Director Slater-Carter said it is a conflict of interest.

Director Lohman reported that SB 403 was discussed which is moving along and will probably pass. He calls it the “forced merger of water districts bill.” It is intended to address districts that are performing poorly, and can’t provide potable water. There is another bill addressing stormwater making it easier for agencies to work with the County or storm water agencies in stormwater control.

Director Slater-Carter commented that they need to follow the issue with the East Palo Alto MSR. The conflict of interest is horrendous.

Director Lohman replied that in this case the consultant was chosen by LAFCO. He was encouraged by the fact that many of the other commissioners were adding questions to the MSR indicating that there is more concern about it than the first time it came around.

Director Slater-Carter suggested that they call CSDA tomorrow.

5. Attorney’s Report (Fitzgerald) - none

6. Directors’ Report

Director Slater-Carter said she may have been incorrect in stating SB 6—it may be SB 9. She will have to do some research. However, SB-6 is something to pay attention to as well.

Gregg Dieguez said it is SB 9 and SB 10. He wrote an article about it today, and sent her the link.

7. General Manager’s Report (Heldmaier)

General Manager Clemens Heldmaier reported that he had to authorize an emergency repair on Portola Well 3, and it will be expensive.

MWSD is reviewing a project in the Bay View region off Grant Road, Mr. Brasher. This project was in front of the Board over a decade ago in a somewhat different form, and it can be handled administratively. He wanted the Board to be aware that this was a bigger issue at the time.

Director Lohman commented that Mr. Brasher contacted him and requested to talk to him with the realtor tomorrow. He will let him General Manager Clemens Heldmaier know what happens.

FUTURE AGENDAS

District Counsel, Christine Fitzgerald, stated that Director Lohman will be recusing himself from the item in Closed Session agenda pertaining to real property negotiations due to a conflict of interest under Government code section §87100. His video and audio will be turned off. He will not be in the meeting during this time.

BRIEF RECESS at 9:05pm

CONVENE IN CLOSED SESSION 9:10pm

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Government Code § 54956.9(d)(1))

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

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

- Significant Exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government 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. in Montara, CA

Agency Negotiator(s): General Manager; District General Counsel; and 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 at 10:45pm

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

Respectfully Submitted,

Signed _____
Secretary

Approved on the 3rd, June.

Signed _____
President

MWSD Board Meeting

FY 2021 Operating Budget Review

May 20, 2021

Budget Points



1. All authorized positions are included in the budget
2. All applicable merit step increases at one step up are included in the budget
3. Vacant positions are budgeted at mid-step
4. Decrease in health benefits \$18k due to allocations to the Collections budget
5. Retirement contribution decreased by \$70k mainly due to underestimation of retirement costs related to unfunded liability (CalPERS notifies at end of year)
6. Applied 3% CPI to all non-personnel costs, unless other changes were needed due to actual or anticipated events

General Budget

Expenses by Category

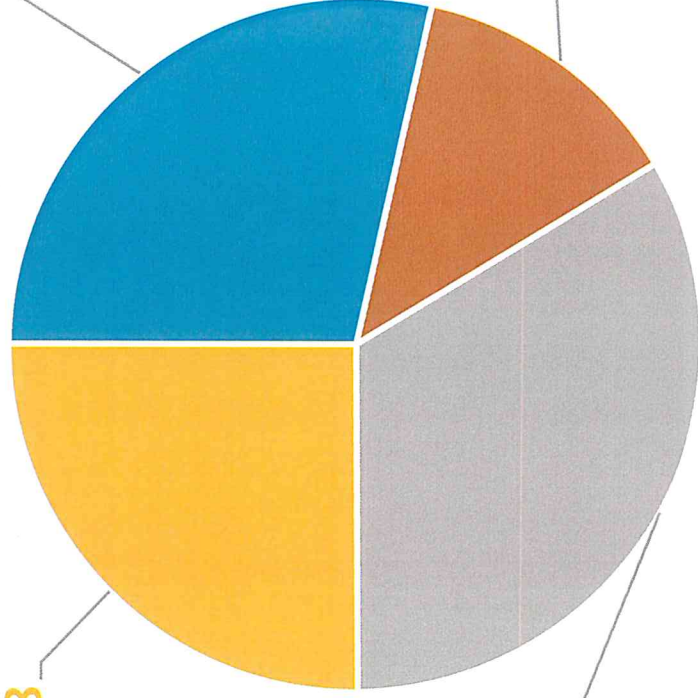
Total \$7.4 million

All Other Expenses*
\$1,865,178
38%

Wages and Benefits
\$2,099,482
28%

Infrastructure
\$2,478,320
33%

Legal and Professional Services
\$955,566
19%

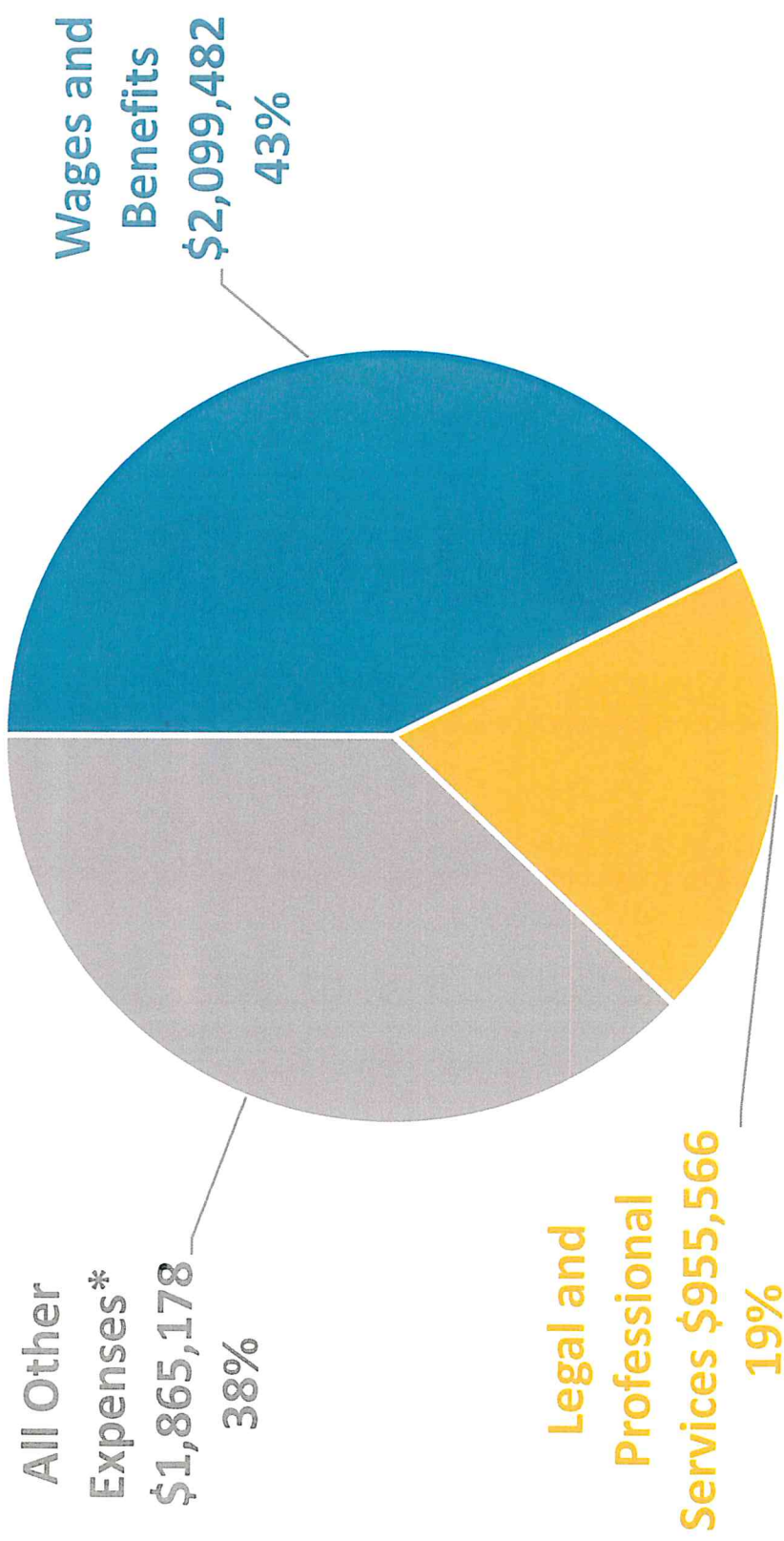


*All Other Expenses include: Utilities, Insurance, Equipment Rental, Maintenance Services, Chemicals, Permits, Supplies, Equipment, and Claims.
General Budget does not include collections.

Operating Budget (does not include Infrastructure)

Operating Expenses by Category

Total \$4.92 million



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

Staffing Information

Authorized Positions

<u>Classifications</u>	
<u>Administrative Services:</u>	
General Manager	1.0
Finance Officer	1.0
Accounting Technician (<i>defunded</i>)	0.0
Administrative Assistant	1.0
	3.0
<u>Operations & Maintenance:</u>	
Engineering & Construction Contracts Manager (<i>defunded</i>)	0.0
Supervisor of Treatment / Field Operations	0.75
Maintenance Mechanic I/II/III Operator I/II/III	2.0
Lead Operator	3.0
Utility Worker (<i>vacant</i>)	2.0
	1.0
	8.75
<u>Environmental Compliance:</u>	
Supervisor of Treatment / Field Operations	0.25
Total Authorized (1.0 vacant)	12.0

12.0 Employees in General Budget

1.0 Vacancy (8.3%)

5.0 Employees Scheduled for Step Increase

5.0 Employees Currently at Top Step

Vacant Positions Budgeted at Mid-Step

General Budget: Change from FY 20/21

	FY 2020/21 <u>Adopted</u>	FY 2021/22 <u>Proposed</u>	\$ <u>Change</u>	% <u>Change</u>
Wages and Benefits	\$2,233,428	\$2,099,482	\$(133,946)	-6%
Legal and Professional Services	\$1,344,031	\$955,566	\$(388,465)	-29%
All Other Expenses*	\$1,892,408	\$1,865,178	\$(27,230)	-1%
Total Operating	\$5,469,867	\$4,920,226	\$(549,641)	-10%
Infrastructure	\$1,975,000	\$2,478,320	\$503,320	25%
Total General Budget	\$7,444,867	\$7,398,546	\$(46,321)	-1%

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

Operating Budget: Key Changes

Personnel Costs: Net Decrease due to retirement contribution and wages	\$(133,946)
Legal Services: Net Increase as a result of Ongoing and Potential Legal Cases	\$25,000
Engineering Services (Treatment): Based on Year-to-Date Actuals	\$(26,815)
Professional Services: Decreased due to less reliance on consultants	\$(313,465)
Insurance Premiums: Net Increase due to moving Indirect Insurance Expense from the Collections Budget	\$82,750
Building and Maintenance Services: Digester 1 Recoating Project and Fire Control Panel Projects have been done and capitalized	\$(146,541)
Equipment: Pipes Related Equipment and Machinery over \$5,000 were moved to Infrastructure Budget	\$(296,879)
Repairs & Maintenance: Reclassified Plant Equipment from Prof. Services	193,135
All Other Operating Expenses: Net Increase due to CPI and Adjustments to Other Operating Expenses	<u>\$67,118</u>
Total Operating General Budget	\$(549,642)

Legal and Professional Services Detail

	FY 2019/20 <u>Adopted</u>	FY 2020/21 <u>Proposed</u>	\$ <u>Change</u>	% <u>Change</u>
Legal and Professional Services	\$1,344,031	\$955,566	\$(388,465)	-29%

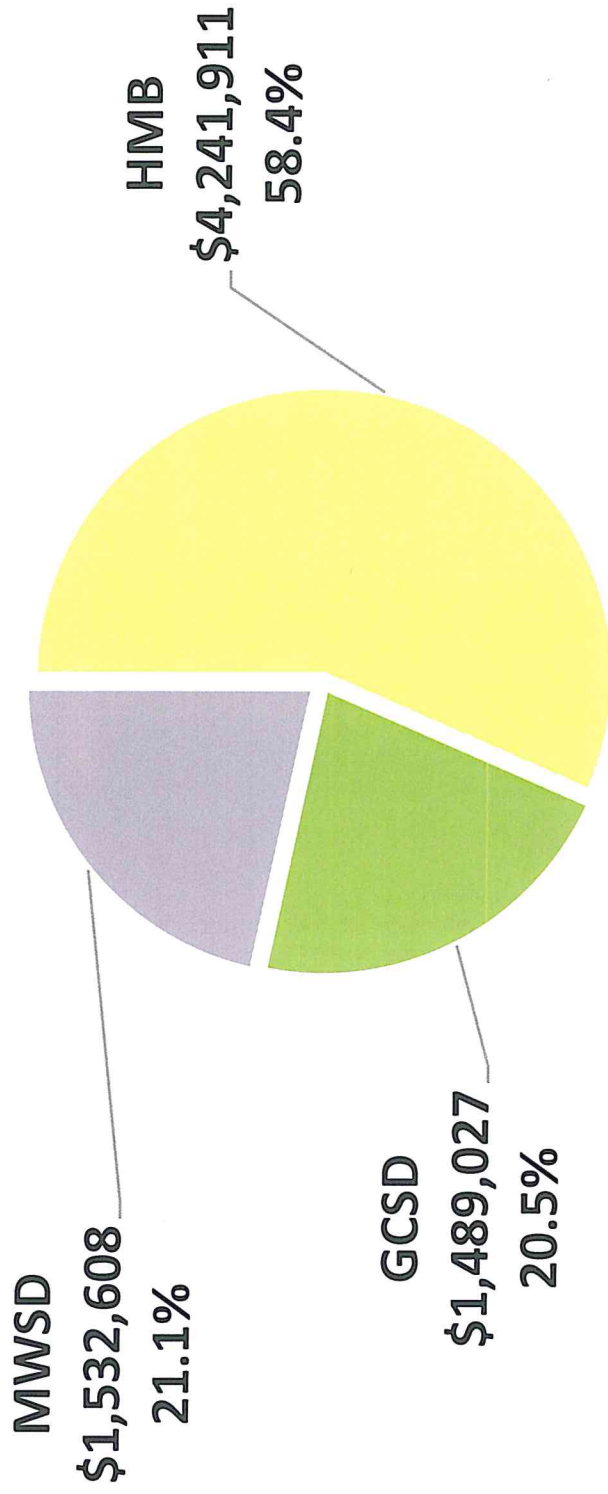
Major Vendors	Service(s)
Calcon Systems, Inc.	Equipment Maintenance
Rutan & Tucker, LLC	General Counsel
Maze & Associates	Accounting Services
Alpha Analytical Laboratories, Inc.	Testing
Peninsula Pump & Equipment, Inc.	Equipment Maintenance
Precision IT Consulting	IT Consulting
Boucher Law Firm	Employment Counsel

CalPERS Rates

	FY 2020/21	FY 2021/22
<u>Employer Rate</u>		
Classic Members	11.746%	11.60%
PEPRA Members	7.874%	7.73%
<u>Employee Rate</u>		
Classic Members	6.906%	7.00%
PEPRA Members	7.250%	7.25%
<u>Unfunded Liability Payment (on \$3M)</u>		
PERS - Classic	\$191,000	\$202,615
PERS - PEPRA	\$7,000	\$3,000
Total Payment for Unfunded Liability	\$198,000	\$205,615

Assessments for Each Agency

Assessments for FY 2021-22 Based on Calendar Year 2020 Flow

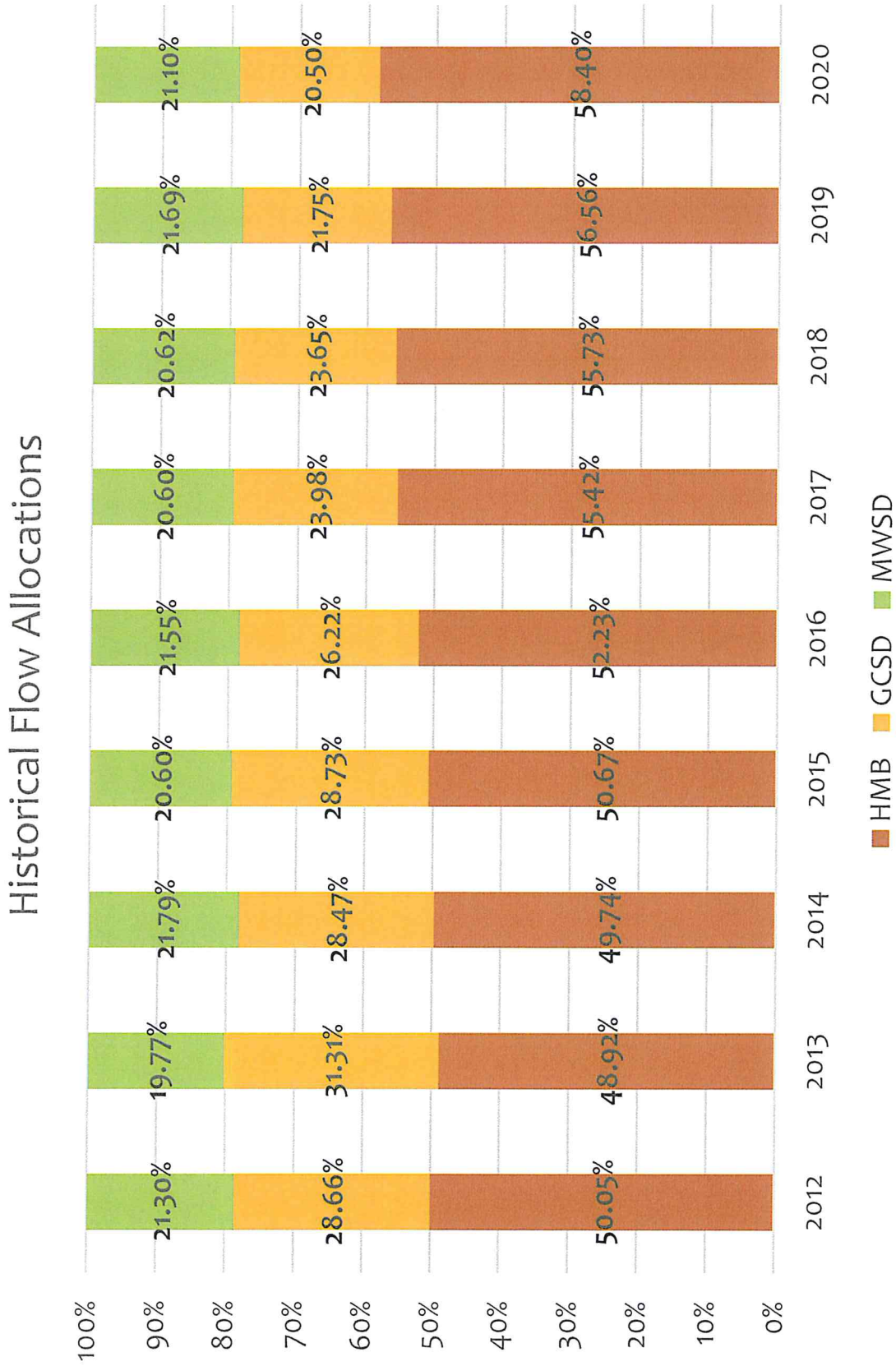


General Budget: Assessments

	FY 2018/29	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>
Half Moon Bay	\$3,552,245	\$4,131,899	\$4,133,125	\$4,241,911	\$108,786	3%
Granada CSD	\$1,543,116	\$1,753,394	\$1,589,305	\$1,489,027	\$(100,278)	-6%
Montara WSD	\$1,324,029	\$1,529,139	\$1,584,637	\$1,532,608	\$(52,029)	-3%
Total	\$6,419,390	\$7,414,433	\$7,307,067	\$7,263,546	\$(43,521)	-1%

*Due to changes in the flow rates, the percentage changes are not the same for the three agencies.

Historical Flow Allocations



Division Budgets by Fiscal Year

	<u>FY 2018/29</u>	<u>FY 2019/20</u>	<u>FY 2020/21</u>	<u>FY 2021/22</u>	<u>\$</u>	<u>%</u>
	<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	\$1,259,899	\$(95,524)	-7%
Treatment	\$3,457,676	\$3,605,241	\$3,936,735	\$3,477,060	\$(459,675)	-12%
Laboratory	\$133,563	\$149,792	\$159,910	\$183,267	\$26,867	27%
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%

Questions and Discussion



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: June 3, 2021

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager 

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

Budget vs. Actual – Sewer July 2020 thru April 30, 2021 - Variances over \$2,000:

- 4220 Cell Tower Lease, \$3,811 below Budget – Decrease due to application of additional revenue for FY 19/20.
- 4400 Fees, \$15,352 above budget – Mainline extension fee collected in October.
- 4610 Property Tax Receipts, \$194,366 above Budget – Received higher property tax apportionment than anticipated.
- 4710 Sewer Service Charges, \$208,033 below Budget – One apportionment received in December, additional to be caught up later in the year.
- 4720 Sewer Service Refunds, Customers, \$30,384 above budget - Sewer adjustment for outside Urban Boundaries occurred in previous months.
- 4760 Waste Collection Revenues, \$2,780 above Budget – Slightly bit higher Franchise Fee paid in April.
- 4990 Other Revenue, \$4,962 above Budget – ACWA Rate Stabilization refund in the amount of \$4,919.21.
- **Overall Total Operating Income for the period ending April 30, 2021 was \$24,631 below budget. Total income received to date is \$2,968,775.**
- 5200 Board of Directors, \$3,271 below Budget – No election expenses paid to date.
- 5250 Conference Attendance, \$2,083 below Budget – No conferences to date, due to COVID.
- 5300 Insurance, \$3,205 above Budget – Annual CSRMA renewal was paid in October. Variance will decrease as fiscal year moves forward.
- 5400 Legal, \$59,502 above Budget – Additional litigation expenses occurred during April for \$19,275 which were related to HMB vs. GCSD, MWSD.
- 5510 Maintenance, Office, \$3,723 below Budget – Planned work on District offices has been delayed.
- 5560 Printing & Publishing, \$2,996 below Budget - Additional mailings expected to take place later in fiscal year.
- 5620 Audit, \$2,317 above Budget – Auditing services for the current FYE of 6/30/2020. Variance will decrease as the FY moves forward.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: June 3, 2021

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 5630 Consulting, \$28,661 above Budget – Payments made to Kastama Strategic for public relations.
- 5720 Telephone & Internet, \$9,895 above Budget – Increased operational costs.
- 5800 Labor, \$7,433 above Budget – Increase in Management Wages.
- 6170 Claims, Property Damage, \$16,667 below Budget – No activity to date.
- 6200 Engineering, \$28,246 below Budget – Engineering costs capitalized in December due to continued project development.
- 6330 Facilities, \$3,401 below Budget – Alarm system fees lower than anticipated for the year.
- 6400 Pumping, \$2,792 above Budget – Large “catch-up” bill paid in March.
- 6600 Collection/transmission, \$8,333 below Budget - No activity in current fiscal year.
- 6940 SAM Maintenance, Collection Sys, \$17,363 above Budget – One large bill received-to-date. Variance to decrease as fiscal year progresses. Budget was split evenly over 12 months.
- 6950 SAM Maintenance, Pumping, \$4,475 above Budget – Expense related to Pass-Through Airport LS ATS for \$10,530 paid in April.
- **Overall Total Operating Expenses for the period ending April 30, 2021 were \$34,400 below Budget.**
- **Total overall Expenses for the period ending April 30, 2021 were \$64,706 above budget. For a net ordinary Income of -\$89,338 budget vs. actual. Actual net ordinary Income is \$626,035.**
- 7100 Connection Fees, \$24,979 below Budget – Sewer connection refund to Yoshiaki Noto.
- 7200 Interest Income, LAIF, \$21,274 below budget – Q3 allocation lower due to lower interest rates.
- 8000 CIP, \$1,561,251 below Budget – Major projects deferred to later in fiscal year.
- 9200 I-Bank Loan, \$9,219 below Budget - Due to timing.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: June 3, 2021

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

Budget vs. Actual – Water July 2020 Thru April 30, 2021 - Variances over \$2,000:

- 4220 Cell Tower Lease, \$3,857 under Budget – Decrease due to application of additional revenue for FY 19/20.
- 4450 Mainline Extension Fees, \$83,405 above Budget – Large invoice (\$63K) to Marsha Moutrie for mainline extension in February, and mainline extension payment to Chez Santini (\$14K) in March.
- 4610 Property Tax Receipts, \$194,366 above Budget - Received higher property tax apportionment than anticipated.
- 4810 Water Sales, Domestic, \$69,491 below Budget – Difference mainly due to timing of collections.
- 4990 Other Revenue, \$6,390 above Budget - ACWA Rate Stabilization refund in the amount of \$4,919.21.
- **Overall Total Operating Income for the period ending April 30, 2021 was \$352,056 above budget. Total revenue received to date is \$2,217,473.**
- 5200 Board of Directors, \$3,271 below Budget – No election expenses paid to date.
- 5240 CDPH Fees, \$2,838 above Budget – Larger water systems annual fee paid.
- 5250 Conference Attendance, \$2,500 below Budget – No conferences to date, due to COVID.
- 5300 Insurance, \$4,146 below Budget – No premiums paid to date for the Property & Liability Insurance Policy.
- 5400 Legal, \$12,056 above Budget – Legal bills paid related to Meeting Attendance is larger than expected.
- 5550 Postage, \$8,019 above Budget – additional mailings going to rate payers, including prop. 218 notice.
- 5560 Printing & Publishing, \$4,662 below Budget – Additional mailings expected to take place later in fiscal year.
- 5620 Audit, \$2,317 above Budget – Timing issue.
- 5630 Consulting, \$10,408 above Budget – Timing issue.
- 5640 Data Services, \$3,886 above Budget – Engineering data software received in August. Budget is divided evenly over 12 months.
- 5710 San Mateo Co. Tax Roll Charges, \$2,381 below Budget – Minimal charges paid to date.
- 5720 Telephone & Internet, \$16,678 above Budget – Increased operational costs.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: June 3, 2021

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 5800 Labor, \$8,582 below Budget – Difference due to timing in payment of workers compensation premiums which are paid on a quarterly basis. In addition, merit increases will eventually be included and increase costs. Management wages increased in March.
- 6170 Claims, Property Damage \$8,333 below Budget – No claims have been paid in current fiscal year.
- 6180 Communications, \$5,247 below Budget – More charges expected later in the year.
- 6195 Education & Training, \$6,861 below Budget – One recertification in current fiscal year.
- 6200 Engineering, \$126,468 below Budget – Majority of costs have been capitalized during the fiscal year. In addition, water quality engineering costs are lower than in prior year.
- 6320 Equipment & Tools, Expensed, \$5,525 below Budget – Minimal needs thus far in the fiscal year.
- 6330 Facilities, \$3,496 below Budget - Alarm services have been reduced.
- 6370 Lab Supplies & Equipment, \$2,612 below Budget – Minimal expenses paid to date.
- 6400 Pumping, \$18,371 below Budget – Large PG&E “catch-up” bill expected later in fiscal year.
- 6500 Supply, \$8,423 below Budget – One payment for water purchases have been made in November.
- 6600 Collection/Transmission, \$13,616 above Budget – Expenses are divided evenly over twelve months. This account should balance out as the FYE nears.
- 6700 Treatment, \$19,703 below Budget – Minimal activity in the current fiscal year.
- 6800 Vehicles, \$8,302 below budget – Fuel expense has been kept under budget in current fiscal year.
- **Overall Total Operating Expenses for the period ending April 30, 2021 were \$195,076 below Budget.**
- **Total overall Expenses for the period ending April 30, 2021 were \$20,982 below budget. For a net ordinary income of \$373,038 budgeted vs. actual. Actual net ordinary income is \$667,307.**
- 7100 Connection Fees, \$85,946 above Budget – Three new construction connections sold in February.
- 7600 Bond Revenues, G.O. \$98,352 above Budget – Additional funds received.
- 7650 Water System Reliability, \$610,402 above Budget – Large funds received for \$309K in April.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: June 3, 2021

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 8000 CIP, \$565,159 below Budget – Larger projects expected later in fiscal year.
- 9100 GO Bond interest expense \$115,154, below Budget - Difference due to timing.
- 9150 SRF Loan, \$35,766 below Budget – Due to timing.

RECOMMENDATION:

This is for Board information only

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

July 2020 through April 2021

	Jul '20 - Apr 21	Sewer Budget		\$ Over Budget
Ordinary Income/Expense				
Income				
4220 · Cell Tower Lease	27,439.26	31,250.00		-3,810.74
4400 · Fees				
4410 · Administrative Fee (New Constr)	4,932.00	3,000.00		1,932.00
4420 · Administrative Fee (Remodel)	548.00	833.30		-285.30
4430 · Inspection Fee (New Constr)	3,626.00	2,916.70		709.30
4440 · Inspection Fee (Remodel)	518.00	833.30		-315.30
4460 · Remodel Fees	9,145.00	3,333.30		5,811.70
4470 · Other Fees	7,500.00			
Total 4400 · Fees	26,269.00	10,916.60		15,352.40
4510 · Grants	136.00			
4610 · Property Tax Receipts	423,532.37	229,166.70		194,365.67
4710 · Sewer Service Charges	2,497,373.29	2,705,405.80		-208,032.51
4720 · Sewer Service Refunds, Customer	-33,716.81	-3,333.30		-30,383.51
4760 · Waste Collection Revenues	22,779.90	20,000.00		2,779.90
4990 · Other Revenue	4,961.60			
Total Income	2,968,774.61	2,993,405.80		-24,631.19
Gross Profit	2,968,774.61	2,993,405.80		-24,631.19
Expense				
5000 · Administrative				
5190 · Bank Fees	7,280.37	5,625.00		1,655.37
5200 · Board of Directors				
5210 · Board Meetings	2,550.00	2,500.00		50.00
5220 · Director Fees	2,512.50	1,666.70		845.80
5230 · Election Expenses	0.00	4,166.70		-4,166.70
Total 5200 · Board of Directors	5,062.50	8,333.40		-3,270.90
5250 · Conference Attendance	0.00	2,083.30		-2,083.30
5270 · Information Systems	3,615.75	3,333.30		282.45
5300 · Insurance				
5310 · Fidelity Bond	437.50	416.70		20.80
5320 · Property & Liability Insurance	9,851.00	6,666.70		3,184.30
Total 5300 · Insurance	10,288.50	7,083.40		3,205.10
5350 · LAFCO Assessment	2,460.00	2,083.30		376.70
5400 · Legal				
5430 · General Legal	43,486.25	83,333.30		-39,847.05
5440 · Litigation	99,349.16			
Total 5400 · Legal	142,835.41	83,333.30		59,502.11
5510 · Maintenance, Office	2,943.92	6,666.70		-3,722.78
5530 · Memberships	600.00			
5540 · Office Supplies	3,692.72	5,000.00		-1,307.28
5550 · Postage	346.53	1,666.70		-1,320.17
5560 · Printing & Publishing	1,170.91	4,166.70		-2,995.79

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

July 2020 through April 2021

	Jul '20 - Apr 21	Sewer Budget	\$ Over Budget
5600 · Professional Services			
5610 · Accounting	27,327.50	26,666.70	660.80
5620 · Audit	13,150.00	10,833.30	2,316.70
5630 · Consulting	57,827.41	29,166.70	28,660.71
5640 · Data Services	6,386.28	5,166.70	1,219.58
5650 · Labor & HR Support	2,135.00	2,083.30	51.70
5660 · Payroll Services	817.67	833.30	-15.63
Total 5600 · Professional Services	107,643.86	74,750.00	32,893.86
5710 · San Mateo Co. Tax Roll Charges	119.00	833.30	-714.30
5720 · Telephone & Internet	26,562.09	16,666.70	9,895.39
5730 · Mileage Reimbursement	0.00	1,250.00	-1,250.00
5740 · Reference Materials	0.00	166.70	-166.70
5790 · Other Administrative	94.45		
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	15,646.42	14,590.00	1,056.42
5820 · Employee Benefits	36,929.14	40,913.30	-3,984.16
5830 · Disability Insurance	1,451.72	1,563.30	-111.58
5840 · Payroll Taxes	14,018.47	15,945.00	-1,926.53
5850 · PARS	15,310.33	14,218.30	1,092.03
5900 · Wages			
5910 · Management	109,654.42	96,842.50	12,811.92
5920 · Staff	110,047.60	111,587.50	-1,539.90
5930 · Staff Certification	1,562.50	1,500.00	62.50
5940 · Staff Overtime	2,457.38	1,466.70	990.68
Total 5900 · Wages	223,721.90	211,396.70	12,325.20
5960 · Worker's Comp Insurance	2,054.46	3,073.30	-1,018.84
Total 5800 · Labor	309,132.44	301,699.90	7,432.54
Total 5000 · Administrative	623,848.45	524,741.70	99,106.75
6000 · Operations			
6170 · Claims, Property Damage	0.00	16,666.70	-16,666.70
6195 · Education & Training	0.00	833.30	-833.30
6200 · Engineering			
6220 · General Engineering	21,754.25	50,000.00	-28,245.75
Total 6200 · Engineering	21,754.25	50,000.00	-28,245.75
6320 · Equipment & Tools, Expensed	0.00	833.30	-833.30
6330 · Facilities			
6335 · Alarm Services	5,057.03	8,333.30	-3,276.27
6337 · Landscaping	4,875.00	5,000.00	-125.00
Total 6330 · Facilities	9,932.03	13,333.30	-3,401.27
6400 · Pumping			
6410 · Pumping Fuel & Electricity	40,292.33	37,500.00	2,792.33
Total 6400 · Pumping	40,292.33	37,500.00	2,792.33

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

July 2020 through April 2021

	Jul '20 - Apr 21	Sewer Budget	\$ Over Budget
6600 · Collection/Transmission			
6660 · Maintenance, Collection System	0.00	8,333.30	-8,333.30
Total 6600 · Collection/Transmission	0.00	8,333.30	-8,333.30
6800 · Vehicles			
6810 · Fuel	686.94	833.30	-146.36
6820 · Truck Equipment, Expensed	38.24	133.30	-95.06
6830 · Truck Repairs	87.93	833.30	-745.37
Total 6800 · Vehicles	813.11	1,799.90	-986.79
6890 · Other Operations	270.00		
6900 · Sewer Authority Midcoastside			
6910 · SAM Collections	211,794.20	211,794.20	0.00
6920 · SAM Operations	1,320,530.80	1,320,530.80	0.00
6940 · SAM Maintenance, Collection Sys	50,696.42	33,333.30	17,363.12
6950 · SAM Maintenance, Pumping	62,807.97	58,333.30	4,474.67
Total 6900 · Sewer Authority Midcoastside	1,645,829.39	1,623,991.60	21,837.79
Total 6000 · Operations	1,718,891.11	1,753,291.40	-34,400.29
Total Expense	2,342,739.56	2,278,033.10	64,706.46
Net Ordinary Income	626,035.05	715,372.70	-89,337.65
Other Income/Expense			
Other Income			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	97,247.00	83,333.30	13,913.70
7120 · Connection Fees (Remodel)	36,344.36	41,666.70	-5,322.34
7100 · Connection Fees - Other	-33,570.00		
Total 7100 · Connection Fees	100,021.36	125,000.00	-24,978.64
7200 · Interest Income - LAIF	38,725.92	60,000.00	-21,274.08
Total 7000 · Capital Account Revenues	138,747.28	185,000.00	-46,252.72
Total Other Income	138,747.28	185,000.00	-46,252.72
Other Expense			
8000 · Capital Improvement Program			
8075 · Sewer	93,142.27	1,654,393.30	-1,561,251.03
Total 8000 · Capital Improvement Program	93,142.27	1,654,393.30	-1,561,251.03

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2020 through April 2021

	Jul '20 - Apr 21	Sewer Budget	\$ Over Budget
9000 · Capital Account Expenses			
9125 · PNC Equipment Lease Interest	9,558.95	11,217.50	-1,658.55
9200 · I-Bank Loan	12,436.06	21,655.00	-9,218.94
Total 9000 · Capital Account Expenses	21,995.01	32,872.50	-10,877.49
Total Other Expense	115,137.28	1,687,265.80	-1,572,128.52
Net Other Income	23,610.00	-1,502,265.80	1,525,875.80
Net Income	649,645.05	-786,893.10	1,436,538.15

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

July 2020 through April 2021

	Jul '20 - Apr 21	Water Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 · Cell Tower Lease	27,392.80	31,250.00	-3,857.20
4400 · Fees			
4410 · Administrative Fee (New Constr)	5,480.00	4,166.70	1,313.30
4420 · Administrative Fee (Remodel)	548.00		
4430 · Inspection Fee (New Constr)	5,180.00	3,333.30	1,846.70
4440 · Inspection Fee (Remodel)	518.00	833.30	-315.30
4450 · Mainline Extension Fees	85,904.87	2,500.00	83,404.87
4460 · Remodel Fees	0.00	1,666.70	-1,666.70
4470 · Other Fees	488.81		
Total 4400 · Fees	98,119.68	12,500.00	85,619.68
4510 · Grants	136.00		
4610 · Property Tax Receipts	423,532.33	229,166.70	194,365.63
4740 · Testing, Backflow	15,228.00	15,000.00	228.00
4810 · Water Sales, Domestic	1,649,491.20	1,580,000.00	69,491.20
4850 · Water Sales Refunds, Customer	-2,817.01	-2,500.00	-317.01
4990 · Other Revenue	6,389.73		
Total Income	2,217,472.73	1,865,416.70	352,056.03
Gross Profit	2,217,472.73	1,865,416.70	352,056.03
Expense			
5000 · Administrative			
5235 · Bond Issue Costs - Expense	66,381.00		
5190 · Bank Fees	1,656.83	1,250.00	406.83
5200 · Board of Directors			
5210 · Board Meetings	2,550.00	2,500.00	50.00
5220 · Director Fees	2,512.50	1,666.70	845.80
5230 · Election Expenses	0.00	4,166.70	-4,166.70
Total 5200 · Board of Directors	5,062.50	8,333.40	-3,270.90
5240 · CDPH Fees	12,004.40	9,166.70	2,837.70
5250 · Conference Attendance	0.00	2,500.00	-2,500.00
5265 · Amortization Expense	79,220.05		
5270 · Information Systems	3,615.75	4,166.70	-550.95
5300 · Insurance			
5310 · Fidelity Bond	437.50	416.70	20.80
5320 · Property & Liability Insurance	0.00	4,166.70	-4,166.70
Total 5300 · Insurance	437.50	4,583.40	-4,145.90
5350 · LAFCO Assessment	2,716.00	2,083.30	632.70
5400 · Legal			
5420 · Meeting Attendance, Legal	12,319.75		
5430 · General Legal	83,069.30	83,333.30	-264.00
Total 5400 · Legal	95,389.05	83,333.30	12,055.75

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

July 2020 through April 2021

	Jul '20 - Apr 21	Water Budget		\$ Over Budget
5510 · Maintenance, Office	5,493.69	6,666.70		-1,173.01
5530 · Memberships	24,081.00	22,500.00		1,581.00
5540 · Office Supplies	3,696.93	5,000.00		-1,303.07
5550 · Postage	11,352.73	3,333.30		8,019.43
5560 · Printing & Publishing	1,170.91	5,833.30		-4,662.39
5600 · Professional Services				
5610 · Accounting	27,327.50	26,666.70		660.80
5620 · Audit	13,150.00	10,833.30		2,316.70
5630 · Consulting	56,241.51	45,833.30		10,408.21
5640 · Data Services	6,386.27	2,500.00		3,886.27
5650 · Labor & HR Support	2,135.00	2,083.30		51.70
5660 · Payroll Services	817.67	833.30		-15.63
Total 5600 · Professional Services	106,057.95	88,749.90		17,308.05
5710 · San Mateo Co. Tax Roll Charges	119.00	2,500.00		-2,381.00
5720 · Telephone & Internet	33,344.92	16,666.70		16,678.22
5730 · Mileage Reimbursement	42.00	1,666.70		-1,624.70
5740 · Reference Materials	0.00	666.70		-666.70
5790 · Other Administrative	667.61	833.30		-165.69
5800 · Labor				
5810 · CalPERS 457 Deferred Plan	38,148.74	37,456.70		692.04
5820 · Employee Benefits	87,284.70	89,678.30		-2,393.60
5830 · Disability Insurance	3,352.80	3,960.00		-607.20
5840 · Payroll Taxes	39,847.42	42,722.50		-2,875.08
5850 · PARS	33,651.37	32,245.80		1,405.57
5900 · Wages				
5910 · Management	109,654.62	96,842.50		12,812.12
5920 · Staff	380,562.91	387,301.70		-6,738.79
5930 · Staff Certification	9,262.50	9,500.00		-237.50
5940 · Staff Overtime	39,694.73	45,650.80		-5,956.07
5950 · Staff Standby	22,190.22	19,169.20		3,021.02
Total 5900 · Wages	561,364.98	558,464.20		2,900.78
5960 · Worker's Comp Insurance	10,998.35	18,703.30		-7,704.95
Total 5800 · Labor	774,648.36	783,230.80		-8,582.44
Total 5000 · Administrative	1,227,158.18	1,053,064.20		174,093.98
6000 · Operations				
6160 · Backflow Prevention	1,514.98	833.30		681.68
6170 · Claims, Property Damage	0.00	8,333.30		-8,333.30
6180 · Communications				
6185 · SCADA Maintenance	4,815.71	10,833.30		-6,017.59
6180 · Communications - Other	770.93			
Total 6180 · Communications	5,586.64	10,833.30		-5,246.66
6195 · Education & Training	639.27	7,500.00		-6,860.73

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

July 2020 through April 2021

	Jul '20 - Apr 21	Water Budget		\$ Over Budget
6200 · Engineering				
6220 · General Engineering	1,325.00	16,666.70		-15,341.70
6230 · Water Quality Engineering	55,540.63	166,666.70		-111,126.07
Total 6200 · Engineering	56,865.63	183,333.40		-126,467.77
6320 · Equipment & Tools, Expensed	4,475.45	10,000.00		-5,524.55
6330 · Facilities				
6335 · Alarm Services	1,139.03	4,166.70		-3,027.67
6337 · Landscaping	12,031.72	12,500.00		-468.28
Total 6330 · Facilities	13,170.75	16,666.70		-3,495.95
6370 · Lab Supplies & Equipment	721.26	3,333.30		-2,612.04
6380 · Meter Reading	120.94			
6400 · Pumping				
6410 · Pumping Fuel & Electricity	65,148.52	75,000.00		-9,851.48
6420 · Pumping Maintenance, Generators	8,013.92	12,500.00		-4,486.08
6430 · Pumping Maintenance, General	38.22	4,166.70		-4,128.48
6440 · Pumping Equipment, Expensed	12.94	583.30		-570.36
6400 · Pumping - Other	665.89			
Total 6400 · Pumping	73,879.49	92,250.00		-18,370.51
6500 · Supply				
6510 · Maintenance, Raw Water Mains	0.00	2,083.30		-2,083.30
6520 · Maintenance, Wells	8,240.72	4,166.70		4,074.02
6530 · Water Purchases	14,585.90	25,000.00		-10,414.10
Total 6500 · Supply	22,826.62	31,250.00		-8,423.38
6600 · Collection/Transmission				
6610 · Hydrants	3,351.11	833.30		2,517.81
6620 · Maintenance, Water Mains	25,245.99	41,666.70		-16,420.71
6630 · Maintenance, Water Svc Lines	34,787.00	12,500.00		22,287.00
6640 · Maintenance, Tanks	4,129.59	3,333.30		796.29
6650 · Maint., Distribution General	3,428.80	6,666.70		-3,237.90
6660 · Maintenance, Collection System	830.00			
6670 · Meters	5,060.95	2,083.30		2,977.65
6600 · Collection/Transmission - Other	3,865.87			
Total 6600 · Collection/Transmission	80,699.31	67,083.30		13,616.01
6700 · Treatment				
6710 · Chemicals & Filtering	19,901.36	16,666.70		3,234.66
6720 · Maintenance, Treatment Equip.	4,717.91	16,666.70		-11,948.79
6730 · Treatment Analysis	26,511.20	37,500.00		-10,988.80
Total 6700 · Treatment	51,130.47	70,833.40		-19,702.93
6770 · Uniforms	1,234.56	1,666.70		-432.14

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

July 2020 through April 2021

	Jul '20 - Apr 21	Water Budget	\$ Over Budget
6800 · Vehicles			
6810 · Fuel	5,149.87	8,333.30	-3,183.43
6820 · Truck Equipment, Expensed	216.70	1,666.70	-1,450.00
6830 · Truck Repairs	498.26	4,166.70	-3,668.44
Total 6800 · Vehicles	5,864.83	14,166.70	-8,301.87
6890 · Other Operations	4,277.26		
Total 6000 · Operations	323,007.46	518,083.40	-195,075.94
Total Expense	1,550,165.64	1,571,147.60	-20,981.96
Net Ordinary Income	667,307.09	294,269.10	373,037.99
Other Income/Expense			
Other Income			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	71,067.00	83,333.30	-12,266.30
7130 · Conn. Fees, PFP (New Constr)	143,817.59	41,666.70	102,150.89
7140 · Conn. Fees, PFP (Remodel)	16,130.73		
7100 · Connection Fees - Other	-20,069.00		
Total 7100 · Connection Fees	210,946.32	125,000.00	85,946.32
7600 · Bond Revenues, G.O.	1,057,048.45	958,696.70	98,351.75
7650 · Water System Reliability	1,443,735.58	833,333.30	610,402.28
Total 7000 · Capital Account Revenues	2,711,730.35	1,917,030.00	794,700.35
Total Other Income	2,711,730.35	1,917,030.00	794,700.35
Other Expense			
8000 · Capital Improvement Program			
8100 · Water	358,799.33	923,958.30	-565,158.97
Total 8000 · Capital Improvement Program	358,799.33	923,958.30	-565,158.97
9000 · Capital Account Expenses			
9100 · Interest Expense - GO Bonds	93,457.35	208,611.00	-115,153.65
9125 · PNC Equipment Lease Interest	9,558.97	11,217.50	-1,658.53
9150 · SRF Loan	34,797.83	70,564.00	-35,766.17
9210 · Conservation Program/Rebates	550.00	2,500.00	-1,950.00
Total 9000 · Capital Account Expenses	138,364.15	292,892.50	-154,528.35
Total Other Expense	497,163.48	1,216,850.80	-719,687.32
Net Other Income	2,214,566.87	700,179.20	1,514,387.67
Net Income	2,881,873.96	994,448.30	1,887,425.66

Montara Water & Sanitary District
Funds Balance Sheet
As of April 30, 2021

	Sewer	Water	TOTAL
ASSETS			
Current Assets			
Checking/Savings			
Sewer - Bank Accounts			
Wells Fargo Operating - Sewer	4,788,939.59	0.00	4,788,939.59
LAIIF Investment Fund			
Capital Reserve	4,008,979.19	0.00	4,008,979.19
Connection Fees Reserve	194,600.00	0.00	194,600.00
Operating Reserve	406,882.00	0.00	406,882.00
Total LAIF Investment Fund	4,610,461.19	0.00	4,610,461.19
Total Sewer - Bank Accounts	9,399,400.78	0.00	9,399,400.78
Water - Bank Accounts			
Wells Fargo Operating - Water	0.00	861,909.05	861,909.05
Capital Reserve	0.00	398,249.00	398,249.00
Operating Reserve	0.00	46,009.00	46,009.00
SRF Reserve	0.00	48,222.00	48,222.00
Restricted Cash			
Connection Fees Reserve	0.00	253,020.00	253,020.00
GO Bonds Fund	0.00	3,973.92	3,973.92
Total Restricted Cash	0.00	256,993.92	256,993.92
Total Water - Bank Accounts	0.00	1,611,382.97	1,611,382.97
Total Checking/Savings	9,399,400.78	1,611,382.97	11,010,783.75
Accounts Receivable			
Sewer - Accounts Receivable			
Accounts Receivable	-1,878.01	0.00	-1,878.01
Sewer - Accounts Receivable - Other	-10,061.79	0.00	-10,061.79
Total Sewer - Accounts Receivable	-11,939.80	0.00	-11,939.80
Water - Accounts Receivable			
Accounts Receivable	0.00	6,732.44	6,732.44
Accounts Rec. - Backflow	0.00	20,456.11	20,456.11
Accounts Rec. - Water Residents	0.00	204,814.79	204,814.79
Unbilled Water Receivables	0.00	264,854.59	264,854.59
Total Water - Accounts Receivable	0.00	496,857.93	496,857.93
Total Accounts Receivable	-11,939.80	496,857.93	484,918.13
Other Current Assets			
Prepaid Expenses	6,060.00	6,060.00	12,120.00
Maint/Parts Inventory	0.00	42,656.32	42,656.32
Undeposited Funds	0.00	87,248.24	87,248.24
Total Other Current Assets	6,060.00	135,964.56	142,024.56
Total Current Assets	9,393,520.98	2,244,205.46	11,637,726.44
Fixed Assets			
Sewer - Fixed Assets			
General Plant	6,549,969.71	0.00	6,549,969.71
Land	5,000.00	0.00	5,000.00
Other Capital Improv.			
Sewer-Original Cost	685,599.18	0.00	685,599.18
Other Cap. Improv.	2,564,810.39	0.00	2,564,810.39
Total Other Capital Improv.	3,250,409.57	0.00	3,250,409.57
Seal Cove Collection System	995,505.00	0.00	995,505.00
Sewage Collection Facility			
Collection Facility - Org. Cost	1,349,064.00	0.00	1,349,064.00
Collection Facility - Other	3,991,243.33	0.00	3,991,243.33
Total Sewage Collection Facility	5,340,307.33	0.00	5,340,307.33
Treatment Facility	244,539.84	0.00	244,539.84
Accumulated Depreciation	-9,345,853.00	0.00	-9,345,853.00
Total Sewer - Fixed Assets	7,039,878.45	0.00	7,039,878.45

Montara Water & Sanitary District
Funds Balance Sheet
As of April 30, 2021

5/25/21

Accrual Basis

Water - Fixed Assets			
General Plant	0.00	28,221,310.18	28,221,310.18
Land & Easements	0.00	734,500.00	734,500.00
Surface Water Rights	0.00	300,000.00	300,000.00
Water Meters	0.00	1,058,985.00	1,058,985.00
Fixed Assets - Other	0.00	48,171.78	48,171.78
Accumulated Depreciation	0.00	-12,791,924.00	-12,791,924.00
Total Water - Fixed Assets	<u>0.00</u>	<u>17,571,042.96</u>	<u>17,571,042.96</u>
Total Fixed Assets	7,039,878.45	17,571,042.96	24,610,921.41
Other Assets			
Sewer - Other Assets			
Def'd Amts Related to Pensions	89,022.00	0.00	89,022.00
Joint Power Authority			
SAM - Orig Collection Facility	981,592.00	0.00	981,592.00
SAM - Expansion	1,705,955.08	0.00	1,705,955.08
Total Joint Power Authority	<u>2,687,547.08</u>	<u>0.00</u>	<u>2,687,547.08</u>
Total Sewer - Other Assets	2,776,569.08	0.00	2,776,569.08
Water - Other Assets			
Def'd Amts Related to Pensions	0.00	172,205.00	172,205.00
Due from Sewer	0.00	283,585.00	283,585.00
Total Water - Other Assets	<u>0.00</u>	<u>455,790.00</u>	<u>455,790.00</u>
Total Other Assets	2,776,569.08	455,790.00	3,232,359.08
TOTAL ASSETS	<u><u>19,209,968.51</u></u>	<u><u>20,271,038.42</u></u>	<u><u>39,481,006.93</u></u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable - Sewer	223,136.10	0.00	223,136.10
Accounts Payable - Water	0.00	71,216.93	71,216.93
Total Accounts Payable	223,136.10	71,216.93	294,353.03
Other Current Liabilities			
Water - Net Pension Liability	0.00	-53,067.00	-53,067.00
Sewer - Net Pension Liability	-28,484.00	0.00	-28,484.00
Sewer - Current Liabilities			
Accrued Vacations	7,058.69	0.00	7,058.69
Deposits Payable	17,685.93	0.00	17,685.93
Interest Payable	-656.12	0.00	-656.12
PNC Equip. Loan - S/T	15,494.12	0.00	15,494.12
Total Sewer - Current Liabilities	39,582.62	0.00	39,582.62
Water - Current Liabilities			
Accrued Vacations	0.00	19,382.98	19,382.98
Construction Deposits Payable	0.00	-232.34	-232.34
Deposits Payable	0.00	-6,818.21	-6,818.21
PFP Water Deposits	0.00	4,302.50	4,302.50
PNC Equip. Loan - S/T	0.00	15,494.10	15,494.10
SRF Loan Payable X109 - Current	0.00	86,736.93	86,736.93
Temporary Construction Meter	0.00	25,389.01	25,389.01
Total Water - Current Liabilities	0.00	144,254.97	144,254.97
Payroll Liabilities			
Employee Benefits Payable	-1,900.16	0.00	-1,900.16
Total Payroll Liabilities	-1,900.16	0.00	-1,900.16
Total Other Current Liabilities	<u>9,198.46</u>	<u>91,187.97</u>	<u>100,386.43</u>
Total Current Liabilities	232,334.56	162,404.90	394,739.46
Long Term Liabilities			
Sewer - Long Term Liabilities			
Due to Water Fund	283,585.00	0.00	283,585.00
Accrued Vacations	16,419.93	0.00	16,419.93
I-Bank Loan	694,575.67	0.00	694,575.67
PNC Equip. Loan - L/T	422,013.42	0.00	422,013.42
Total Sewer - Long Term Liabilities	1,416,594.02	0.00	1,416,594.02

Montara Water & Sanitary District
Funds Balance Sheet
As of April 30, 2021

5/25/21

Accrual Basis

Water - Long Term Liabilities			
2020 GO Bonds	0.00	7,050,811.48	7,050,811.48
Accrued Vacations	0.00	21,526.17	21,526.17
Deferred on Refunding	0.00	-150,668.00	-150,668.00
PNC Equip. Loan - L/T	0.00	422,013.48	422,013.48
SRF Loan Payable - X109	0.00	2,875,134.12	2,875,134.12
Total Water - Long Term Liabilities	0.00	10,218,817.25	10,218,817.25
Deferred Inflows (Pensions)			
Sewer	19,149.00	0.00	19,149.00
Water	0.00	35,547.00	35,547.00
Total Deferred Inflows (Pensions)	19,149.00	35,547.00	54,696.00
Total Long Term Liabilities	1,435,743.02	10,254,364.25	11,690,107.27
Total Liabilities	1,668,077.58	10,416,769.15	12,084,846.73
Equity			
Sewer - Equity Accounts			
Capital Assets Net	3,408,252.20	0.00	3,408,252.20
Fund Balance - Unrestricted	8,646,292.87	0.00	8,646,292.87
Retained Earnings	2,250,751.95	0.00	2,250,751.95
Total Sewer - Equity Accounts	14,305,297.02	0.00	14,305,297.02
Water - Equity Accounts			
Capital Assets Net	0.00	2,868,858.70	2,868,858.70
Restricted Debt Service	0.00	1,384,997.90	1,384,997.90
Unrestricted	0.00	-1,562,801.59	-1,562,801.59
Retained Earnings	0.00	-2,250,751.95	-2,250,751.95
Total Water - Equity Accounts	0.00	440,303.06	440,303.06
Equity Adjustment Account	2,586,948.86	6,532,092.25	9,119,041.11
Net Income	649,645.05	2,881,873.96	3,531,519.01
Total Equity	17,541,890.93	9,854,269.27	27,396,160.20
TOTAL LIABILITIES & EQUITY	19,209,968.51	20,271,038.42	39,481,006.93

Montara Water & Sanitary District
Restricted and Non Restricted Cash Assets
July 2020 through June 2021

Assets and Reserves Information

Year to Date Cash Information	July	August	September	October	November	December	January	February	March	April	May	June	Target Reserves	\$ Over/(Under) Targets	% Over/Under Targets
Sewer - Operations															
Wells Fargo Operating - Sewer	1,775,920.55	1,643,549.38	1,546,367.03	1,316,959.67	1,169,724.02	3,832,413.04	3,542,900.72	3,355,614.30	3,014,999.59	4,788,939.59					
Sewer - Reserve Accounts															
LAIF -															
Capital Reserve	3,970,253.27	3,970,253.27	3,970,253.27	3,970,253.27	3,996,677.54	3,996,677.54	4,003,947.81	4,003,947.81	4,003,947.81	4,008,979.19			3,162,272.00	807,981.27	126%
Connection Fees Reserve	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00			150,000.00	44,600.00	130%
Operating Reserve	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00			455,607.00	(48,725.00)	89%
Sub-total	4,571,735.27	4,571,735.27	4,571,735.27	4,571,735.27	4,598,159.54	4,598,159.54	4,605,429.81	4,605,429.81	4,605,429.81	4,610,461.19	-	-			
Water - Operations															
Wells Fargo Operating - Water	723,431.14	739,953.42	757,180.73	773,986.51	789,133.92	805,523.74	820,089.57	835,713.60	848,122.46	861,909.05			314,230.00	409,201.14	230%
Water - Reserve Accounts															
Wells Fargo Bank-															
Capital Reserve	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00			1,858,750.00	(1,460,501.00)	21%
Connection Fees Reserve	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00			150,000.00	103,020.00	169%
SRF Reserve	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00			48,222.00	-	100%
Additional Reserve	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00					
Sub-total	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	-	-			
Water - Restricted accounts															
JP Morgan Chase - Water															
2020 GO Bonds Fund	-	-	-	-	-	-	-	491,772.66	-	-					
First Republic Bank - Water															
GO Bonds Fund	1,476,753.57	913,486.11	920,220.52	920,220.52	4,123.92	4,093.92	4,063.92	4,033.92	4,003.92	3,973.92					
Sub-total	1,476,753.57	913,486.11	920,220.52	920,220.52	4,123.92	4,093.92	4,063.92	495,806.58	4,003.92	3,973.92	-	-			
Total Cash and equivalents	<u>9,293,340.53</u>	<u>8,614,224.18</u>	<u>8,541,003.55</u>	<u>8,328,401.97</u>	<u>7,306,641.40</u>	<u>9,985,690.24</u>	<u>9,717,984.02</u>	<u>10,038,064.29</u>	<u>9,218,055.78</u>	<u>11,010,783.75</u>	<u>-</u>	<u>-</u>			

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2020 through June 2021

												TOTAL		
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense														
Income														
4220 · Cell Tower Lease	-1,566.14	3,217.50	3,217.50	3,217.51	3,217.51	3,217.51	3,217.51	3,217.51	3,217.51	3,265.34	27,439.26	37,500.00	-10,060.74	73.17%
4400 · Fees														
4410 · Administrative Fee (New Constr)	0.00	0.00	1,096.00	548.00	1,644.00	1,096.00	0.00	548.00	0.00	0.00	4,932.00	3,600.00	1,332.00	137.0%
4420 · Administrative Fee (Remodel)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	548.00	548.00	1,000.00	-452.00	54.8%
4430 · Inspection Fee (New Constr)	0.00	0.00	518.00	518.00	1,036.00	1,036.00	0.00	518.00	0.00	0.00	3,626.00	3,500.00	126.00	103.6%
4440 · Inspection Fee (Remodel)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	518.00	518.00	1,000.00	-482.00	51.8%
4460 · Remodel Fees	0.00	0.00	0.00	932.00	1,700.00	504.00	504.00	3,746.00	30.00	1,729.00	9,145.00	4,000.00	5,145.00	228.63%
4470 · Other Fees	0.00	0.00	0.00	7,500.00	0.00	0.00	0.00	0.00	0.00	0.00	7,500.00			
Total 4400 · Fees	0.00	0.00	1,614.00	9,498.00	4,380.00	2,636.00	504.00	4,812.00	30.00	2,795.00	26,269.00	13,100.00	13,169.00	200.53%
4510 · Grants	0.00	136.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	136.00			
4610 · Property Tax Receipts	0.00	59.41	51,647.64	17,973.24	26,530.77	125,148.01	84,793.20	24,092.40	1,206.74	92,080.96	423,532.37	275,000.00	148,532.37	154.01%
4710 · Sewer Service Charges	0.00	0.00	0.00	0.00	872.48	1,674,562.22	654.36	-342,361.58	0.00	1,163,645.81	2,497,373.29	3,246,487.00	-749,113.71	76.93%
4720 · Sewer Service Refunds, Customer	0.00	0.00	-166.60	-1,660.74	-23,554.99	0.00	-1,584.24	-6,750.24	0.00	0.00	-33,716.81	-4,000.00	-29,716.81	842.92%
4760 · Waste Collection Revenues	1,454.35	3,806.28	1,383.63	2,955.50	1,176.49	2,929.67	1,072.52	2,908.33	1,350.03	3,743.10	22,779.90	24,000.00	-1,220.10	94.92%
4990 · Other Revenue	0.00	9.51	0.00	0.00	0.00	28.80	0.00	4.08	0.00	4,919.21	4,961.60			
Total Income	-111.79	7,228.70	57,696.17	31,983.51	12,622.26	1,808,522.21	88,657.35	-314,077.50	5,804.28	1,270,449.42	2,968,774.61	3,592,087.00	-623,312.39	82.65%
Gross Profit	-111.79	7,228.70	57,696.17	31,983.51	12,622.26	1,808,522.21	88,657.35	-314,077.50	5,804.28	1,270,449.42	2,968,774.61	3,592,087.00	-623,312.39	82.65%
Expense														
5000 · Administrative														
5190 · Bank Fees	2,634.56	528.05	564.02	463.68	574.11	463.56	576.28	489.46	515.39	471.26	7,280.37	6,750.00	530.37	107.86%
5200 · Board of Directors														
5210 · Board Meetings	0.00	300.00	150.00	300.00	450.00	300.00	300.00	300.00	450.00	0.00	2,550.00	3,000.00	-450.00	85.0%
5220 · Director Fees	0.00	0.00	0.00	0.00	0.00	0.00	300.00	0.00	1,762.50	450.00	2,512.50	2,000.00	512.50	125.63%
5230 · Election Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%
Total 5200 · Board of Directors	0.00	300.00	150.00	300.00	450.00	300.00	600.00	300.00	2,212.50	450.00	5,062.50	10,000.00	-4,937.50	50.63%
5250 · Conference Attendance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
5270 · Information Systems	0.00	50.00	0.00	300.00	2,016.50	0.00	300.00	262.50	62.50	624.25	3,615.75	4,000.00	-384.25	90.39%
5300 · Insurance														
5310 · Fidelity Bond	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	437.50	0.00	437.50	500.00	-62.50	87.5%
5320 · Property & Liability Insurance	0.00	0.00	0.00	9,851.00	0.00	0.00	0.00	0.00	0.00	0.00	9,851.00	8,000.00	1,851.00	123.14%
Total 5300 · Insurance	0.00	0.00	0.00	9,851.00	0.00	0.00	0.00	0.00	437.50	0.00	10,288.50	8,500.00	1,788.50	121.04%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2020 through June 2021

												TOTAL		
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
5350 - LAFCO Assessment	0.00	0.00	0.00	0.00	0.00	2,460.00	0.00	0.00	0.00	0.00	2,460.00	2,500.00	-40.00	98.4%
5400 - Legal														
5430 - General Legal	0.00	1,291.00	4,424.00	2,424.00	4,354.00	3,910.00	3,559.75	4,878.25	7,549.75	11,095.50	43,486.25	100,000.00	-56,513.75	43.49%
5440 - Litigation	0.00	6,000.00	495.00	2,055.00	4,755.00	2,430.00	16,350.90	23,657.92	24,330.32	19,275.02	99,349.16			
Total 5400 - Legal	0.00	7,291.00	4,919.00	4,479.00	9,109.00	6,340.00	19,910.65	28,536.17	31,880.07	30,370.52	142,835.41	100,000.00	42,835.41	142.84%
5510 - Maintenance, Office	0.00	260.00	453.92	310.00	260.00	260.00	310.00	260.00	260.00	570.00	2,943.92	8,000.00	-5,056.08	36.8%
5530 - Memberships	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	600.00	600.00			
5540 - Office Supplies	108.03	235.76	402.55	435.15	352.48	477.26	667.47	275.43	569.70	168.89	3,692.72	6,000.00	-2,307.28	61.55%
5550 - Postage	0.00	0.00	78.03	19.80	78.03	0.00	42.64	0.00	78.03	50.00	346.53	2,000.00	-1,653.47	17.33%
5560 - Printing & Publishing	0.00	233.80	202.50	492.70	24.36	19.24	135.33	15.35	19.90	27.73	1,170.91	5,000.00	-3,829.09	23.42%
5600 - Professional Services														
5610 - Accounting	0.00	2,500.00	5,250.00	2,050.00	2,100.00	3,350.00	4,127.50	2,950.00	2,050.00	2,950.00	27,327.50	32,000.00	-4,672.50	85.4%
5620 - Audit	0.00	4,000.00	0.00	0.00	9,150.00	0.00	0.00	0.00	0.00	0.00	13,150.00	13,000.00	150.00	101.15%
5630 - Consulting	8,925.00	1,994.72	515.52	15,194.61	6,027.28	445.40	4,177.27	9,250.67	4,563.42	6,733.52	57,827.41	35,000.00	22,827.41	165.22%
5640 - Data Services	0.00	6,386.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,386.28	6,200.00	186.28	103.01%
5650 - Labor & HR Support	0.00	427.00	213.50	213.50	213.50	213.50	213.50	213.50	213.50	213.50	2,135.00	2,500.00	-365.00	85.4%
5660 - Payroll Services	72.32	74.13	75.94	75.94	75.94	75.94	139.64	75.94	75.94	75.94	817.67	1,000.00	-182.33	81.77%
Total 5600 - Professional Services	8,997.32	15,382.13	6,054.96	17,534.05	17,566.72	4,084.84	8,657.91	12,490.11	6,902.86	9,972.96	107,643.86	89,700.00	17,943.86	120.0%
5710 - San Mateo Co. Tax Roll Charges	0.00	0.00	0.00	0.00	119.00	0.00	0.00	0.00	0.00	0.00	119.00	1,000.00	-881.00	11.9%
5720 - Telephone & Internet	2,528.07	2,611.86	2,577.39	2,627.61	2,639.53	2,430.89	2,759.98	197.30	5,100.39	3,089.07	26,562.09	20,000.00	6,562.09	132.81%
5730 - Mileage Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	-1,500.00	0.0%
5740 - Reference Materials	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	-200.00	0.0%
5790 - Other Administrative	0.00	0.00	0.00	0.00	-5.55	100.00	0.00	0.00	0.00	0.00	94.45			
5800 - Labor														
5810 - CalPERS 457 Deferred Plan	1,450.81	1,400.09	1,460.70	1,442.30	1,402.98	1,471.84	1,401.15	1,342.74	2,832.18	1,441.63	15,646.42	17,508.00	-1,861.58	89.37%
5820 - Employee Benefits	3,972.16	3,972.16	3,972.16	3,972.16	3,972.16	2,886.11	3,545.55	3,545.56	3,545.56	3,545.56	36,929.14	49,096.00	-12,166.86	75.22%
5830 - Disability Insurance	144.61	144.61	0.00	289.22	144.61	144.61	144.61	144.61	147.42	147.42	1,451.72	1,876.00	-424.28	77.38%
5840 - Payroll Taxes	1,481.29	972.22	1,039.98	1,019.87	976.89	852.70	1,532.80	1,468.97	3,096.71	1,577.04	14,018.47	19,134.00	-5,115.53	73.27%
5850 - PARS	1,415.89	1,355.47	1,390.36	1,390.37	1,373.11	1,443.80	1,373.11	1,337.75	2,809.37	1,421.10	15,310.33	17,062.00	-1,751.67	89.73%
5900 - Wages														
5910 - Management	8,998.16	8,998.16	8,998.16	8,998.16	8,998.16	9,010.66	8,998.16	8,998.16	28,478.40	9,178.24	109,654.42	116,211.00	-6,556.58	94.36%
5920 - Staff	11,553.04	10,589.88	11,114.15	11,114.15	10,609.87	11,618.44	10,609.88	10,105.60	11,618.44	11,114.15	110,047.60	133,905.00	-23,857.40	82.18%
5930 - Staff Certification	200.00	200.00	200.00	200.00	200.00	200.00	100.00	0.00	87.50	175.00	1,562.50	1,800.00	-237.50	86.81%
5940 - Staff Overtime	0.00	213.69	575.31	312.31	254.78	230.12	328.75	98.62	295.87	147.93	2,457.38	1,760.00	697.38	139.62%
Total 5900 - Wages	20,751.20	20,001.73	20,887.62	20,624.62	20,062.81	21,059.22	20,036.79	19,202.38	40,480.21	20,615.32	223,721.90	253,676.00	-29,954.10	88.19%
5960 - Worker's Comp Insurance	0.00	0.00	0.00	640.89	0.00	0.00	642.33	0.00	0.00	771.24	2,054.46	3,688.00	-1,633.54	55.71%
Total 5800 - Labor	29,215.96	27,846.28	28,750.82	29,379.43	27,932.56	27,858.28	28,676.34	27,042.01	52,911.45	29,519.31	309,132.44	362,040.00	-52,907.56	85.39%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2020 through June 2021

												TOTAL		
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
Total 5000 · Administrative	43,483.94	54,738.88	44,153.19	66,192.42	61,116.74	44,794.07	62,636.60	69,868.33	100,950.29	75,913.99	623,848.45	629,690.00	-5,841.55	99.07%
6000 · Operations														
6170 · Claims, Property Damage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00	-20,000.00	0.0%
6195 · Education & Training	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
6200 · Engineering														
6210 · Meeting Attendance, Engineering	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6220 · General Engineering	3,705.00	0.00	2,470.00	1,330.00	2,185.00	3,866.00	760.00	950.00	2,973.25	3,515.00	21,754.25	60,000.00	-38,245.75	36.26%
Total 6200 · Engineering	3,705.00	0.00	2,470.00	1,330.00	2,185.00	3,866.00	760.00	950.00	2,973.25	3,515.00	21,754.25	60,000.00	-38,245.75	36.26%
6320 · Equipment & Tools, Expensed	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	-1,000.00	0.0%
6330 · Facilities														
6335 · Alarm Services	391.80	391.80	682.06	518.82	391.80	496.80	776.54	391.79	496.80	518.82	5,057.03	10,000.00	-4,942.97	50.57%
6337 · Landscaping	0.00	500.00	500.00	0.00	200.00	0.00	0.00	3,675.00	0.00	0.00	4,875.00	6,000.00	-1,125.00	81.25%
Total 6330 · Facilities	391.80	891.80	1,182.06	518.82	591.80	496.80	776.54	4,066.79	496.80	518.82	9,932.03	16,000.00	-6,067.97	62.08%
6400 · Pumping														
6410 · Pumping Fuel & Electricity	3,269.52	3,332.03	3,428.52	3,276.88	3,233.16	2,906.73	2,717.73	15,635.88	13.28	2,478.60	40,292.33	45,000.00	-4,707.67	89.54%
Total 6400 · Pumping	3,269.52	3,332.03	3,428.52	3,276.88	3,233.16	2,906.73	2,717.73	15,635.88	13.28	2,478.60	40,292.33	45,000.00	-4,707.67	89.54%
6600 · Collection/Transmission														
6660 · Maintenance, Collection System	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	-10,000.00	0.0%
Total 6600 · Collection/Transmission	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	-10,000.00	0.0%
6800 · Vehicles														
6810 · Fuel	0.00	0.00	0.00	0.00	0.00	436.09	0.00	0.00	0.00	250.85	686.94	1,000.00	-313.06	68.69%
6820 · Truck Equipment, Expensed	0.00	0.00	0.00	0.00	0.00	30.54	0.00	0.00	0.00	7.70	38.24	160.00	-121.76	23.9%
6830 · Truck Repairs	0.00	0.00	0.00	0.00	0.00	45.88	0.00	0.00	0.00	42.05	87.93	1,000.00	-912.07	8.79%
Total 6800 · Vehicles	0.00	0.00	0.00	0.00	0.00	512.51	0.00	0.00	0.00	300.60	813.11	2,160.00	-1,346.89	37.64%
6890 · Other Operations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	270.00	0.00	0.00	270.00			
6900 · Sewer Authority Midcoastside														
6910 · SAM Collections	21,179.42	21,179.42	21,179.42	21,179.42	21,179.42	21,179.42	21,179.42	21,179.42	21,179.42	21,179.42	211,794.20	254,153.00	-42,358.80	83.33%
6920 · SAM Operations	132,053.08	132,053.08	132,053.08	132,053.08	132,053.08	132,053.08	132,053.08	132,053.08	132,053.08	132,053.08	1,320,530.80	1,584,637.00	-264,106.20	83.33%
6940 · SAM Maintenance, Collection Sys	0.00	0.00	0.00	0.00	0.00	0.00	50,696.42	0.00	0.00	0.00	50,696.42	40,000.00	10,696.42	126.74%
6950 · SAM Maintenance, Pumping	2,171.92	0.00	19,108.27	0.00	9,879.87	8,506.33	8,860.83	0.00	3,750.00	10,530.75	62,807.97	70,000.00	-7,192.03	89.73%
Total 6900 · Sewer Authority Midcoastside	155,404.42	153,232.50	172,340.77	153,232.50	163,112.37	161,738.83	212,789.75	153,232.50	156,982.50	163,763.25	1,645,829.39	1,948,790.00	-302,960.61	84.45%
Total 6000 · Operations	162,770.74	157,456.33	179,421.35	158,358.20	169,122.33	169,520.87	217,044.02	174,155.17	160,465.83	170,576.27	1,718,891.11	2,103,950.00	-385,058.89	81.7%
Total Expense	206,254.68	212,195.21	223,574.54	224,550.62	230,239.07	214,314.94	279,680.62	244,023.50	261,416.12	246,490.26	2,342,739.56	2,733,640.00	-390,900.44	85.7%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2020 through June 2021

												TOTAL		
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
Net Ordinary Income	-206,366.47	-204,966.51	-165,878.37	-192,567.11	-217,616.81	1,594,207.27	-191,023.27	-558,101.00	-255,611.84	1,023,959.16	626,035.05	858,447.00	-232,411.95	72.93%
Other Income/Expense														
Other Income														
7000 · Capital Account Revenues														
7100 · Connection Fees														
7110 · Connection Fees (New Constr)	0.00	177.00	0.00	0.00	27,337.00	42,914.00	0.00	26,819.00	0.00	0.00	97,247.00	100,000.00	-2,753.00	97.25%
7120 · Connection Fees (Remodel)	0.00	0.00	0.00	22,518.36	0.00	12,753.00	0.00	1,073.00	0.00	0.00	36,344.36	50,000.00	-13,655.64	72.69%
7100 · Connection Fees - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-33,570.00	0.00	-33,570.00			
Total 7100 · Connection Fees	0.00	177.00	0.00	22,518.36	27,337.00	55,667.00	0.00	27,892.00	-33,570.00	0.00	100,021.36	150,000.00	-49,978.64	66.68%
7200 · Interest Income - LAIF	16,680.86	0.00	0.00	9,743.41	0.00	0.00	7,270.27	0.00	0.00	5,031.38	38,725.92	60,000.00	-21,274.08	64.54%
Total 7000 · Capital Account Revenues	16,680.86	177.00	0.00	32,261.77	27,337.00	55,667.00	7,270.27	27,892.00	-33,570.00	5,031.38	138,747.28	210,000.00	-71,252.72	66.07%
Total Other Income	16,680.86	177.00	0.00	32,261.77	27,337.00	55,667.00	7,270.27	27,892.00	-33,570.00	5,031.38	138,747.28	210,000.00	-71,252.72	66.07%
Other Expense														
8000 · Capital Improvement Program														
8075 · Sewer	6,393.00	0.00	26,516.55	12,670.00	8,250.50	6,041.50	201,461.75	-92,523.53	-81,762.50	6,095.00	93,142.27	1,985,272.00	-1,892,129.73	4.69%
Total 8000 · Capital Improvement Program	6,393.00	0.00	26,516.55	12,670.00	8,250.50	6,041.50	201,461.75	-92,523.53	-81,762.50	6,095.00	93,142.27	1,985,272.00	-1,892,129.73	4.69%
9000 · Capital Account Expenses														
9125 · PNC Equipment Lease Interest	583.84	0.00	1,166.88	1,154.09	1,141.26	1,128.41	1,115.52	1,102.61	1,089.66	1,076.68	9,558.95	13,461.00	-3,902.05	71.01%
9200 · I-Bank Loan	1,843.77	0.00	0.00	0.00	0.00	0.00	10,592.29	0.00	0.00	0.00	12,436.06	21,655.00	-9,218.94	57.43%
Total 9000 · Capital Account Expenses	2,427.61	0.00	1,166.88	1,154.09	1,141.26	1,128.41	11,707.81	1,102.61	1,089.66	1,076.68	21,995.01	35,116.00	-13,120.99	62.64%
Total Other Expense	8,820.61	0.00	27,683.43	13,824.09	9,391.76	7,169.91	213,169.56	-91,420.92	-80,672.84	7,171.68	115,137.28	2,020,388.00	-1,905,250.72	5.7%
Net Other Income	7,860.25	177.00	-27,683.43	18,437.68	17,945.24	48,497.09	-205,899.29	119,312.92	47,102.84	-2,140.30	23,610.00	-1,810,388.00	1,833,998.00	-1.3%
Net Income	-198,506.22	-204,789.51	-193,561.80	-174,129.43	-199,671.57	1,642,704.36	-396,922.56	-438,788.08	-208,509.00	1,021,818.86	649,645.05	-951,941.00	1,601,586.05	-68.24%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2020 through June 2021

												TOTAL		
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense														
Income														
4220 · Cell Tower Lease	-1,612.56	3,217.51	3,217.51	3,217.50	3,217.50	3,217.50	3,217.50	3,217.50	3,217.50	3,265.34	27,392.80	37,500.00	-10,107.20	73.05%
4400 · Fees														
4410 · Administrative Fee (New Constr)	0.00	548.00	548.00	548.00	1,644.00	1,096.00	0.00	548.00	0.00	548.00	5,480.00	5,000.00	480.00	109.6%
4420 · Administrative Fee (Remodel)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	548.00	548.00			
4430 · Inspection Fee (New Constr)	0.00	518.00	518.00	518.00	1,554.00	1,036.00	0.00	518.00	0.00	518.00	5,180.00	4,000.00	1,180.00	129.5%
4440 · Inspection Fee (Remodel)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	518.00	518.00	1,000.00	-482.00	51.8%
4450 · Mainline Extension Fees	0.00	548.00	0.00	0.00	0.00	0.00	0.00	69,738.87	15,618.00	0.00	85,904.87	3,000.00	82,904.87	2,863.5%
4460 · Remodel Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	-2,000.00	0.0%
4470 · Other Fees	0.00	0.00	0.00	0.00	0.00	488.81	0.00	0.00	0.00	0.00	488.81			
Total 4400 · Fees	0.00	1,614.00	1,066.00	1,066.00	3,198.00	2,620.81	0.00	70,804.87	15,618.00	2,132.00	98,119.68	15,000.00	83,119.68	654.13%
4510 · Grants	0.00	136.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	136.00			
4610 · Property Tax Receipts	0.00	59.38	51,647.64	17,973.23	26,530.78	125,148.01	84,793.20	24,092.40	1,206.75	92,080.94	423,532.33	275,000.00	148,532.33	154.01%
4740 · Testing, Backflow	1,913.00	3,355.00	1,680.00	1,800.00	1,200.00	1,080.00	0.00	0.00	1,800.00	2,400.00	15,228.00	18,000.00	-2,772.00	84.6%
4760 · Waste Collection Revenues	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			
4810 · Water Sales, Domestic	385,849.40	-29,524.82	386,903.98	-13,418.45	354,601.75	-36,984.64	336,998.88	-48,840.26	340,063.05	-26,157.69	1,649,491.20	1,896,000.00	-246,508.80	87.0%
4850 · Water Sales Refunds, Customer	-1,037.10	0.00	0.00	-277.92	745.73	-1,861.17	-221.78	-164.77	0.00	0.00	-2,817.01	-3,000.00	182.99	93.9%
4990 · Other Revenue	0.00	40.52	0.00	0.00	0.00	28.80	447.98	353.22	0.00	5,519.21	6,389.73			
Total Income	385,112.74	-21,102.41	444,515.13	10,360.36	389,493.76	93,249.31	425,235.78	49,462.96	361,905.30	79,239.80	2,217,472.73	2,238,500.00	-21,027.27	99.06%
Gross Profit	385,112.74	-21,102.41	444,515.13	10,360.36	389,493.76	93,249.31	425,235.78	49,462.96	361,905.30	79,239.80	2,217,472.73	2,238,500.00	-21,027.27	99.06%
Expense														
5000 · Administrative														
5235 · Bond Issue Costs - Expense	0.00	0.00	0.00	0.00	0.00	66,381.00	0.00	0.00	0.00	0.00	66,381.00			
5190 · Bank Fees	146.01	123.25	177.54	171.45	205.30	209.05	319.90	99.21	115.61	89.51	1,656.83	1,500.00	156.83	110.46%
5200 · Board of Directors														
5210 · Board Meetings	0.00	300.00	150.00	300.00	450.00	300.00	300.00	300.00	450.00	0.00	2,550.00	3,000.00	-450.00	85.0%
5220 · Director Fees	0.00	0.00	0.00	0.00	0.00	0.00	300.00	0.00	1,762.50	450.00	2,512.50	2,000.00	512.50	125.63%
5230 · Election Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%
Total 5200 · Board of Directors	0.00	300.00	150.00	300.00	450.00	300.00	600.00	300.00	2,212.50	450.00	5,062.50	10,000.00	-4,937.50	50.63%
5240 · CDPH Fees	0.00	0.00	0.00	0.00	2,848.00	9,156.40	0.00	0.00	0.00	0.00	12,004.40	11,000.00	1,004.40	109.13%
5250 · Conference Attendance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	-3,000.00	0.0%
5265 · Amortization Expense	0.00	0.00	0.00	0.00	0.00	30,092.40	0.00	49,127.65	0.00	0.00	79,220.05			
5270 · Information Systems	0.00	50.00	0.00	300.00	2,016.50	0.00	300.00	262.50	62.50	624.25	3,615.75	5,000.00	-1,384.25	72.32%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2020 through June 2021

												TOTAL		
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
5300 · Insurance														
5310 · Fidelity Bond	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	437.50	0.00	437.50	500.00	-62.50	87.5%
5320 · Property & Liability Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	-5,000.00	0.0%
Total 5300 · Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	437.50	0.00	437.50	5,500.00	-5,062.50	7.96%
5350 · LAFCO Assessment	0.00	0.00	0.00	0.00	0.00	2,716.00	0.00	0.00	0.00	0.00	2,716.00	2,500.00	216.00	108.64%
5400 · Legal														
5420 · Meeting Attendance, Legal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,224.25	0.00	11,095.50	12,319.75			
5430 · General Legal	0.00	8,059.00	4,679.00	12,051.00	7,531.00	8,297.50	18,377.75	7,026.00	17,048.05	0.00	83,069.30	100,000.00	-16,930.70	83.07%
Total 5400 · Legal	0.00	8,059.00	4,679.00	12,051.00	7,531.00	8,297.50	18,377.75	8,250.25	17,048.05	11,095.50	95,389.05	100,000.00	-4,610.95	95.39%
5510 · Maintenance, Office	0.00	2,809.77	453.92	310.00	260.00	260.00	310.00	260.00	260.00	570.00	5,493.69	8,000.00	-2,506.31	68.67%
5530 · Memberships	445.00	0.00	0.00	7,253.00	15,701.00	682.00	0.00	0.00	0.00	0.00	24,081.00	27,000.00	-2,919.00	89.19%
5540 · Office Supplies	108.01	235.77	402.51	435.14	352.50	477.26	667.43	279.73	569.70	168.88	3,696.93	6,000.00	-2,303.07	61.62%
5550 · Postage	1,210.48	1,534.07	809.28	1,158.39	1,104.62	1,092.46	1,052.25	1,256.32	841.67	1,293.19	11,352.73	4,000.00	7,352.73	283.82%
5560 · Printing & Publishing	0.00	233.81	202.50	492.71	24.36	19.24	135.32	15.35	19.90	27.72	1,170.91	7,000.00	-5,829.09	16.73%
5600 · Professional Services														
5610 · Accounting	0.00	2,500.00	5,250.00	2,050.00	2,100.00	3,350.00	4,127.50	2,950.00	2,050.00	2,950.00	27,327.50	32,000.00	-4,672.50	85.4%
5620 · Audit	0.00	4,000.00	0.00	0.00	9,150.00	0.00	0.00	0.00	0.00	0.00	13,150.00	13,000.00	150.00	101.15%
5630 · Consulting	7,339.11	1,994.71	515.53	15,194.61	6,027.27	445.40	4,177.27	9,250.65	4,563.43	6,733.53	56,241.51	55,000.00	1,241.51	102.26%
5640 · Data Services	0.00	6,386.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,386.27	3,000.00	3,386.27	212.88%
5650 · Labor & HR Support	0.00	427.00	213.50	213.50	213.50	213.50	213.50	213.50	213.50	213.50	2,135.00	2,500.00	-365.00	85.4%
5660 · Payroll Services	72.32	74.13	75.94	75.94	75.94	75.94	139.64	75.94	75.94	75.94	817.67	1,000.00	-182.33	81.77%
Total 5600 · Professional Services	7,411.43	15,382.11	6,054.97	17,534.05	17,566.71	4,084.84	8,657.91	12,490.09	6,902.87	9,972.97	106,057.95	106,500.00	-442.05	99.59%
5710 · San Mateo Co. Tax Roll Charges	0.00	0.00	0.00	0.00	119.00	0.00	0.00	0.00	0.00	0.00	119.00	3,000.00	-2,881.00	3.97%
5720 · Telephone & Internet	3,204.25	2,729.67	3,036.27	3,391.29	2,827.15	3,151.46	4,657.18	526.68	5,861.48	3,959.49	33,344.92	20,000.00	13,344.92	166.73%
5730 · Mileage Reimbursement	0.00	6.00	6.00	6.00	6.00	6.00	6.00	0.00	0.00	6.00	42.00	2,000.00	-1,958.00	2.1%
5740 · Reference Materials	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	800.00	-800.00	0.0%
5790 · Other Administrative	0.00	0.00	0.00	0.00	-5.56	300.00	0.00	296.67	76.50	0.00	667.61	1,000.00	-332.39	66.76%
5800 · Labor														
5810 · CalPERS 457 Deferred Plan	3,810.16	3,573.68	3,748.25	3,732.53	3,522.70	3,799.16	3,703.77	3,413.57	5,151.65	3,693.27	38,148.74	44,948.00	-6,799.26	84.87%
5820 · Employee Benefits	7,270.47	8,262.44	7,270.47	7,270.47	8,948.68	11,009.38	8,679.32	8,679.31	8,679.31	11,214.85	87,284.70	107,614.00	-20,329.30	81.11%
5830 · Disability Insurance	333.08	333.08	0.00	666.16	333.08	333.08	333.08	333.08	344.08	344.08	3,352.80	4,752.00	-1,399.20	70.56%
5840 · Payroll Taxes	4,178.76	3,469.02	3,647.61	3,650.30	3,458.00	3,516.73	4,188.94	3,842.99	5,743.22	4,151.85	39,847.42	51,267.00	-11,419.58	77.73%
5850 · PARS	3,324.35	3,093.86	3,211.54	3,211.54	3,154.25	3,394.58	3,154.25	3,034.08	4,773.30	3,299.62	33,651.37	38,695.00	-5,043.63	86.97%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2020 through June 2021

												TOTAL		
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
5900 · Wages														
5910 · Management	8,998.18	8,998.18	8,998.18	8,998.18	8,998.18	9,010.68	8,998.18	8,998.18	28,478.42	9,178.26	109,654.62	116,211.00	-6,556.38	94.36%
5920 · Staff	39,625.96	36,300.35	37,985.83	38,100.77	37,018.65	39,989.91	37,797.27	34,984.04	40,253.73	38,506.40	380,562.91	464,762.00	-84,199.09	81.88%
5930 · Staff Certification	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	987.50	1,075.00	9,262.50	11,400.00	-2,137.50	81.25%
5940 · Staff Overtime	3,789.68	4,208.91	4,956.95	4,838.34	3,464.77	3,788.85	4,879.26	3,281.22	3,163.71	3,323.04	39,694.73	54,781.00	-15,086.27	72.46%
5950 · Staff Standby	2,698.60	2,231.74	2,132.81	2,171.37	2,113.62	2,193.25	2,182.45	2,072.33	2,203.97	2,190.08	22,190.22	23,003.00	-812.78	96.47%
Total 5900 · Wages	56,012.42	52,639.18	54,973.77	55,008.66	52,495.22	55,882.69	54,757.16	50,235.77	75,087.33	54,272.78	561,364.98	670,157.00	-108,792.02	83.77%
5960 · Worker's Comp Insurance	0.00	0.00	0.00	3,648.01	0.00	0.00	3,652.79	0.00	0.00	3,697.55	10,998.35	22,444.00	-11,445.65	49.0%
Total 5800 · Labor	74,929.24	71,371.26	72,851.64	77,187.67	71,911.93	77,935.62	78,469.31	69,538.80	99,778.89	80,674.00	774,648.36	939,877.00	-165,228.64	82.42%
Total 5000 · Administrative	87,454.42	102,834.71	88,823.63	120,590.70	122,918.51	205,161.23	113,553.05	142,703.25	134,187.17	108,931.51	1,227,158.18	1,263,677.00	-36,518.82	97.11%
6000 · Operations														
6160 · Backflow Prevention	0.00	0.00	0.00	0.00	0.00	573.51	0.00	744.64	0.00	196.83	1,514.98	1,000.00	514.98	151.5%
6170 · Claims, Property Damage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	-10,000.00	0.0%
6180 · Communications														
6185 · SCADA Maintenance	0.00	196.26	0.00	0.00	0.00	4,619.45	0.00	0.00	0.00	0.00	4,815.71	13,000.00	-8,184.29	37.04%
6180 · Communications - Other	0.00	0.00	0.00	0.00	0.00	0.00	504.85	0.00	0.00	266.08	770.93			
Total 6180 · Communications	0.00	196.26	0.00	0.00	0.00	4,619.45	504.85	0.00	0.00	266.08	5,586.64	13,000.00	-7,413.36	42.97%
6195 · Education & Training	0.00	0.00	65.35	0.00	0.00	185.77	235.00	153.15	0.00	0.00	639.27	9,000.00	-8,360.73	7.1%
6200 · Engineering														
6210 · Meeting Attendance, Engineering	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%
6220 · General Engineering	0.00	0.00	0.00	600.00	0.00	0.00	0.00	0.00	0.00	725.00	1,325.00	20,000.00	-18,675.00	6.63%
6230 · Water Quality Engineering	0.00	3,442.50	3,060.00	7,095.00	4,716.25	2,040.00	0.00	1,302.50	15,888.75	17,995.63	55,540.63	200,000.00	-144,459.37	27.77%
Total 6200 · Engineering	0.00	3,442.50	3,060.00	7,695.00	4,716.25	2,040.00	0.00	1,302.50	15,888.75	18,720.63	56,865.63	220,000.00	-163,134.37	25.85%
6320 · Equipment & Tools, Expensed	52.52	236.94	204.25	667.03	377.93	77.86	817.22	309.89	87.33	1,644.48	4,475.45	12,000.00	-7,524.55	37.3%
6330 · Facilities														
6335 · Alarm Services	0.00	0.00	290.26	127.02	0.00	105.00	384.73	0.00	105.00	127.02	1,139.03	5,000.00	-3,860.97	22.78%
6337 · Landscaping	0.00	350.00	550.00	850.00	850.00	850.00	1,050.00	4,581.72	1,050.00	1,900.00	12,031.72	15,000.00	-2,968.28	80.21%
Total 6330 · Facilities	0.00	350.00	840.26	977.02	850.00	955.00	1,434.73	4,581.72	1,155.00	2,027.02	13,170.75	20,000.00	-6,829.25	65.85%
6370 · Lab Supplies & Equipment	0.00	30.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	690.67	721.26	4,000.00	-3,278.74	18.03%
6380 · Meter Reading	22.94	63.00	35.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	120.94			
6400 · Pumping														
6410 · Pumping Fuel & Electricity	4,652.82	6,356.95	5,064.76	7,524.55	5,493.10	5,062.25	5,086.12	17,021.31	3,901.24	4,985.42	65,148.52	90,000.00	-24,851.48	72.39%
6420 · Pumping Maintenance, Generators	0.00	0.00	0.00	0.00	2,888.00	1,690.00	0.00	843.92	0.00	2,592.00	8,013.92	15,000.00	-6,986.08	53.43%
6430 · Pumping Maintenance, General	0.00	0.00	0.00	0.00	0.00	38.22	0.00	0.00	0.00	0.00	38.22	5,000.00	-4,961.78	0.76%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2020 through June 2021

												TOTAL		
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
6440 · Pumping Equipment, Expensed	0.00	0.00	0.00	0.00	0.00	12.94	0.00	0.00	0.00	0.00	12.94	700.00	-687.06	1.85%
6400 · Pumping - Other	0.00	0.00	665.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	665.89			
Total 6400 · Pumping	4,652.82	6,356.95	5,730.65	7,524.55	8,381.10	6,803.41	5,086.12	17,865.23	3,901.24	7,577.42	73,879.49	110,700.00	-36,820.51	66.74%
6500 · Supply														
6510 · Maintenance, Raw Water Mains	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	-2,500.00	0.0%
6520 · Maintenance, Wells	255.16	0.00	270.00	183.49	0.00	6,869.57	0.00	0.00	0.00	662.50	8,240.72	5,000.00	3,240.72	164.81%
6530 · Water Purchases	0.00	0.00	0.00	0.00	6,769.30	0.00	0.00	7,816.60	0.00	0.00	14,585.90	30,000.00	-15,414.10	48.62%
Total 6500 · Supply	255.16	0.00	270.00	183.49	6,769.30	6,869.57	0.00	7,816.60	0.00	662.50	22,826.62	37,500.00	-14,673.38	60.87%
6600 · Collection/Transmission														
6610 · Hydrants	593.00	0.00	2,758.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,351.11	1,000.00	2,351.11	335.11%
6620 · Maintenance, Water Mains	0.00	0.00	5,361.11	0.00	0.00	14,413.21	121.73	0.00	0.00	5,349.94	25,245.99	50,000.00	-24,754.01	50.49%
6630 · Maintenance, Water Svc Lines	0.00	0.00	0.00	13,499.71	1,015.72	12,640.65	2,933.36	4,697.56	0.00	0.00	34,787.00	15,000.00	19,787.00	231.91%
6640 · Maintenance, Tanks	2,129.18	0.00	0.00	0.00	0.00	985.76	114.65	0.00	900.00	0.00	4,129.59	4,000.00	129.59	103.24%
6650 · Maint., Distribution General	0.00	0.00	37.10	0.00	28.36	3,240.00	0.00	0.00	123.34	0.00	3,428.80	8,000.00	-4,571.20	42.86%
6660 · Maintenance, Collection System	0.00	0.00	0.00	0.00	0.00	0.00	830.00	0.00	0.00	0.00	830.00			
6670 · Meters	0.00	0.00	0.00	0.00	0.00	4,421.45	639.50	0.00	0.00	0.00	5,060.95	2,500.00	2,560.95	202.44%
6600 · Collection/Transmission - Other	0.00	0.00	0.00	0.00	3,865.87	0.00	0.00	0.00	0.00	0.00	3,865.87			
Total 6600 · Collection/Transmission	2,722.18	0.00	8,156.32	13,499.71	4,909.95	35,701.07	4,639.24	4,697.56	1,023.34	5,349.94	80,699.31	80,500.00	199.31	100.25%
6700 · Treatment														
6710 · Chemicals & Filtering	817.82	7.16	905.36	2,503.00	8,309.88	311.19	357.99	3,116.59	402.59	3,169.78	19,901.36	20,000.00	-98.64	99.51%
6720 · Maintenance, Treatment Equip.	0.00	965.69	1,725.10	72.72	1,939.77	0.00	8.36	0.00	0.00	6.27	4,717.91	20,000.00	-15,282.09	23.59%
6730 · Treatment Analysis	4,889.00	967.55	3,580.90	4,502.30	886.40	6,373.05	1,101.85	823.88	2,394.87	991.40	26,511.20	45,000.00	-18,488.80	58.91%
Total 6700 · Treatment	5,706.82	1,940.40	6,211.36	7,078.02	11,136.05	6,684.24	1,468.20	3,940.47	2,797.46	4,167.45	51,130.47	85,000.00	-33,869.53	60.15%
6770 · Uniforms	0.00	0.00	800.00	214.05	0.00	177.91	0.00	0.00	0.00	42.60	1,234.56	2,000.00	-765.44	61.73%
6800 · Vehicles														
6810 · Fuel	484.10	630.00	417.01	704.22	671.92	175.18	521.84	575.93	574.56	395.11	5,149.87	10,000.00	-4,850.13	51.5%
6820 · Truck Equipment, Expensed	0.00	181.91	0.00	10.80	0.00	-19.64	0.00	0.00	51.33	-7.70	216.70	2,000.00	-1,783.30	10.84%
6830 · Truck Repairs	0.00	66.26	0.00	0.00	239.58	-45.88	73.28	58.96	108.11	-2.05	498.26	5,000.00	-4,501.74	9.97%
Total 6800 · Vehicles	484.10	878.17	417.01	715.02	911.50	109.66	595.12	634.89	734.00	385.36	5,864.83	17,000.00	-11,135.17	34.5%
6890 · Other Operations	0.00	0.00	0.00	0.00	0.00	35.23	0.00	4,167.03	75.00	0.00	4,277.26			
Total 6000 · Operations	13,896.54	13,494.81	25,790.20	38,553.89	38,052.08	64,832.68	14,780.48	46,213.68	25,662.12	41,730.98	323,007.46	621,700.00	-298,692.54	51.96%
Total Expense	101,350.96	116,329.52	114,613.83	159,144.59	160,970.59	269,993.91	128,333.53	188,916.93	159,849.29	150,662.49	1,550,165.64	1,885,377.00	-335,211.36	82.22%
Net Ordinary Income	283,761.78	-137,431.93	329,901.30	-148,784.23	228,523.17	-176,744.60	296,902.25	-139,453.97	202,056.01	-71,422.69	667,307.09	353,123.00	314,184.09	188.97%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2020 through June 2021

												TOTAL		
	Jul 20	Aug 20	Sep 20	Oct 20	Nov 20	Dec 20	Jan 21	Feb 21	Mar 21	Apr 21	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
Other Income/Expense														
Other Income														
7000 · Capital Account Revenues														
7100 · Connection Fees														
7110 · Connection Fees (New Constr)	0.00	0.00	0.00	0.00	18,407.00	42,337.00	0.00	25,769.00	-15,446.00	0.00	71,067.00	100,000.00	-28,933.00	71.07%
7130 · Conn. Fees, PFP (New Constr)	0.00	40,727.18	11,659.02	19,209.24	21,018.85	9,831.20	290.36	25,968.63	484.00	14,629.11	143,817.59	50,000.00	93,817.59	287.64%
7140 · Conn. Fees, PFP (Remodel)	13,999.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,131.36	16,130.73			
7100 · Connection Fees - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-20,069.00	0.00	-20,069.00			
Total 7100 · Connection Fees	13,999.37	40,727.18	11,659.02	19,209.24	39,425.85	52,168.20	290.36	51,737.63	-35,031.00	16,760.47	210,946.32	150,000.00	60,946.32	140.63%
7600 · Bond Revenues, G.O.	0.00	0.00	6,734.41	7,120.97	18,776.69	553,113.38	0.00	82,175.23	4,918.21	384,209.56	1,057,048.45	1,150,436.00	-93,387.55	91.88%
7650 · Water System Reliability	0.00	0.00	0.00	0.00	0.00	515,604.46	0.00	569,676.48	0.00	358,454.64	1,443,735.58	1,000,000.00	443,735.58	144.37%
Total 7000 · Capital Account Revenues	13,999.37	40,727.18	18,393.43	26,330.21	58,202.54	1,120,886.04	290.36	703,589.34	-30,112.79	759,424.67	2,711,730.35	2,300,436.00	411,294.35	117.88%
Total Other Income	13,999.37	40,727.18	18,393.43	26,330.21	58,202.54	1,120,886.04	290.36	703,589.34	-30,112.79	759,424.67	2,711,730.35	2,300,436.00	411,294.35	117.88%
Other Expense														
8000 · Capital Improvement Program														
8100 · Water	14,307.00	4,686.25	19,151.17	52,593.10	37,111.01	58,525.33	8,365.92	37,152.78	93,053.19	33,853.58	358,799.33	1,108,750.00	-749,950.67	32.36%
Total 8000 · Capital Improvement Program	14,307.00	4,686.25	19,151.17	52,593.10	37,111.01	58,525.33	8,365.92	37,152.78	93,053.19	33,853.58	358,799.33	1,108,750.00	-749,950.67	32.36%
9000 · Capital Account Expenses														
9100 · Interest Expense - GO Bonds	0.00	17,765.69	0.00	0.00	0.00	57,107.38	0.00	18,584.28	0.00	0.00	93,457.35	208,611.00	-115,153.65	44.8%
9125 · PNC Equipment Lease Interest	583.84	0.00	1,166.88	1,154.09	1,141.27	1,128.41	1,115.53	1,102.61	1,089.66	1,076.68	9,558.97	13,461.00	-3,902.03	71.01%
9150 · SRF Loan	0.00	0.00	0.00	0.00	0.00	35,246.85	-449.02	0.00	0.00	0.00	34,797.83	70,564.00	-35,766.17	49.31%
9210 · Conservation Program/Rebates	0.00	150.00	0.00	0.00	100.00	300.00	0.00	0.00	0.00	0.00	550.00	3,000.00	-2,450.00	18.33%
Total 9000 · Capital Account Expenses	583.84	17,915.69	1,166.88	1,154.09	1,241.27	93,782.64	666.51	19,686.89	1,089.66	1,076.68	138,364.15	295,636.00	-157,271.85	46.8%
Total Other Expense	14,890.84	22,601.94	20,318.05	53,747.19	38,352.28	152,307.97	9,032.43	56,839.67	94,142.85	34,930.26	497,163.48	1,404,386.00	-907,222.52	35.4%
Net Other Income	-891.47	18,125.24	-1,924.62	-27,416.98	19,850.26	968,578.07	-8,742.07	646,749.67	-124,255.64	724,494.41	2,214,566.87	896,050.00	1,318,516.87	247.15%
Net Income	282,870.31	-119,306.69	327,976.68	-176,201.21	248,373.43	791,833.47	288,160.18	507,295.70	77,800.37	653,071.72	2,881,873.96	1,249,173.00	1,632,700.96	230.7%

Montara Water & Sanitary District Check Detail

May 24 - 28, 2021

Date	Num	Name	Paid Amount	
SPLIT				
05/05/2021	12258	ACWA/JPIA	-13,070.05	PAID
05/05/2021	12259	CoastsideNet, Inc.	-81.35	PAID
05/05/2021	12262	Huntington National Bank	-12,740.00	PAID
05/05/2021	12263	IEDA	-427.00	PAID
05/05/2021	12269	Jamie Kosoy	-1,841.00	PAID
05/05/2021	12265	PCT	-1,500.00	PAID
05/05/2021	12267	Tech Solutions	-4,602.50	PAID
05/21/2021	12277	Pacific Fire Safe	-201.93	PAID
05/21/2021	12279	Recology of the Coastside	-541.70	PAID
05/26/2021	12283	AT&T	-424.02	
05/26/2021	12284	AT&T	-207.55	
05/26/2021	12285	AT&T	-3,805.61	
05/26/2021	12286	AT&T	-485.32	
05/26/2021	12287	AT&T	-475.23	
05/26/2021	12290	Fitzgerald Law Offices	-36,156.55	
05/21/2021	12276	Jim Harvey	-75.00	
05/26/2021	12291	Maze & Associates	-6,800.00	
05/26/2021	12295	Office Depot	-153.32	
05/26/2021	12296	Pacific Gas & Electric	-4,977.37	
05/26/2021	12297	PARS	-819.55	
05/26/2021	12303	Standard Insurance Co.	-491.50	

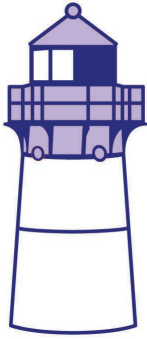
Montara Water & Sanitary District Check Detail May 24 - 28, 2021

Date	Num	Name	Paid Amount	
WATER				
05/05/2021	12260	County of San Mateo Dept Public Work	-6,868.20	PAID
05/05/2021	12261	Hassette Ace Hardware	-702.63	PAID
05/07/2021	12270	Pacific Gas and Electric	-1,822.89	PAID
05/05/2021	12266	SRT Consultants	-31,565.63	PAID
05/21/2021	12271	BSK Lab	-680.80	PAID
05/21/2021	12272	Esbro Chemical	-439.19	PAID
05/21/2021	12273	Grainger	-89.24	PAID
05/21/2021	12274	Hach	-342.20	PAID
05/21/2021	12281	USA Blue Book	-633.98	PAID
05/26/2021	12282	Andreini Brothers, Inc.	-12,587.15	
05/26/2021	12288	AT&T Mobility	-1,102.71	
05/26/2021	12289	Badger Meter, Inc.	-5,220.50	
05/26/2021	12307	Lawrence Baker	-200.00	
05/26/2021	12292	McMaster-Carr Supply Co.	-93.26	
05/26/2021	12309	MWSD Water Account/GO BOND	-560,738.32	
05/26/2021	12293	North Coast County Water District	-450.00	
05/26/2021	12298	Pollardwater	-1,174.80	
05/26/2021	12299	R & B Company	-3,886.76	
05/26/2021	12304	USA Blue Book	-681.74	
05/26/2021	12305	Wells Fargo Remittance Center	-2,713.51	

Montara Water & Sanitary District Check Detail

May 24 - 28, 2021


Date	Num	Name	Paid Amount	
SEWER				
05/21/2021	12275	Hue & Cry Security Systems, Inc.	-391.80	PAID
05/26/2021	12294	Nute Engineering	-9,216.25	
05/26/2021	12308	Paul Roskoph	-8,932.71	
05/26/2021	12300	Sewer Authority Mid-Coastside	-9,646.42	
05/26/2021	12301	Sewer Authority Mid-Coastside	-132,053.08	
05/26/2021	12302	Sewer Authority Mid-Coastside	-21,179.42	



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 3, 2021**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: SAM Flow Report for April 2021

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

- Flow Report for April 2021.
- Collection System Monthly Overflow Report – April 2021.

The Average Daily Flow for Montara was 0.243 MGD in March 2021. There was one reportable overflow in March in the Montara System. SAM indicates there were 0.20 inches of rain in April 2021.

RECOMMENDATION:

Review and file.

Attachments

Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, April 2021

Attachment C

April 2021

	Total	Number of S.S.O.'s			
		HMB	GCSD	MWSD	SAM
Roots	0	0	0	0	0
Grease	0	0	0	0	0
Mechanical	0	0	0	0	0
Wet Weather	0	0	0	0	0
Other	0	0	0	0	0
Total	0	0	0	0	0

12 Month Moving Total

	Total	12 month rolling Number			
		HMB	GCSD	MWSD	SAM
Roots	2	0	1	1	0
Grease	0	0	0	0	0
Mechanical	0	0	0	0	0
Wet Weather	0	0	0	0	0
Other	3	1	1	1	0
Total	5	1	2	2	0
		20%	40%	40%	0%

Reportable SSOs

	Total	Reportable Number of S.S.O.'s			
		HMB	GCSD	MWSD	SAM
April 2021	0	0	0	0	0
12 Month Moving Total	5	1	2	2	0

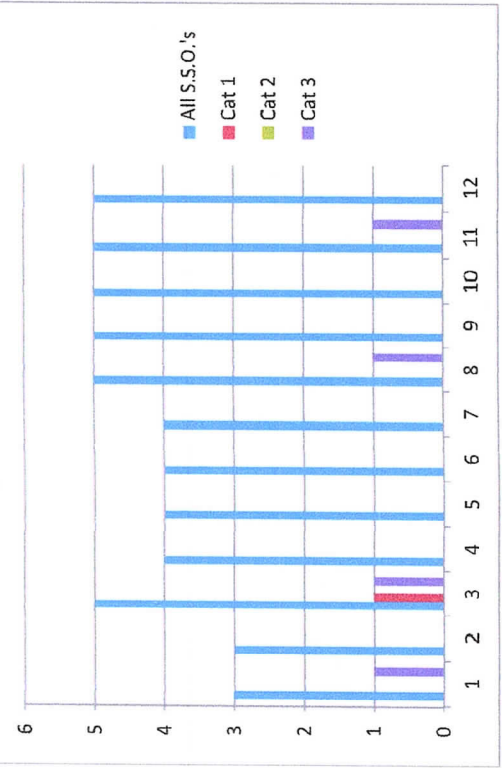
SSOs / Year / 100 Miles

	Total	Number of S.S.O.'s / Year/100 Miles			
		HMB	GCSD	MWSD	SAM
April 2021	0.0	0.0	0.0	0.0	0.0
12 Month Moving Total	4.8	2.7	6.0	7.4	0.0
Category 1	1.0	0.0	3.0	0.0	0.0
Category 2	0.0	0.0	0.0	0.0	0.0
Category 3	3.8	2.7	3.0	7.4	0.0
Miles of Sewers	104.5	37.0	33.2	27.0	7.3
		35.4%	31.8%	25.8%	7.0%

12 Month Rolling Total Sewer Cleaning Summary

Month	HMB	GCSD	MWSD	Total Feet	Total Miles
May - 20	10,453	12,618	10,308	33,379	6.3
June - 20	11,026	17,691	6,463	35,180	6.7
July - 20	16,890	18,514	14,262	49,666	9.4
Aug - 20	15,475	20,299	7,883	43,657	8.3
Sept - 20	12,942	18,428	4,067	35,437	6.7
Oct - 20	11,459	14,887	8,999	35,345	6.7
Nov - 20	11,229	23,059	9,482	43,770	8.3
Dec - 20	17,235	16,367	4,540	38,142	7.2
Jan - 21	9,147	11,987	2,909	24,043	4.6
Feb - 21	8,887	7,652	5,483	22,022	4.2
Mar - 21	12,401	11,943	4,691	29,035	5.5
April - 21	10,839	2,172	6,565	19,576	3.7
Annual ft.	147,983	175,617	85,652	409,252	
Annual Mi.	28.0	33.3	16.2		77.5

12 Month Moving SSO Totals Through April 2021



Attachment A

Flow Distribution Report Summary for April 2021

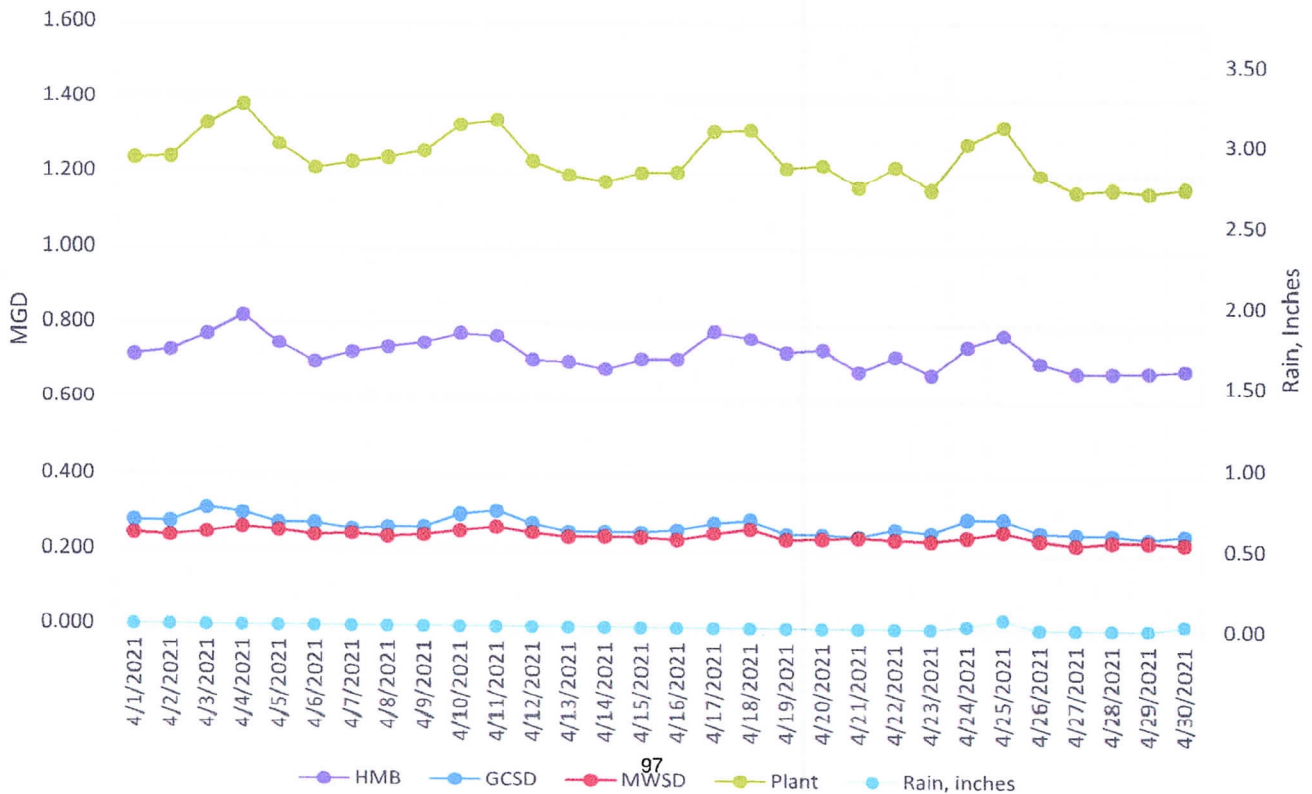
The daily flow report figures for the month of April 2021 have been converted to an Average

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

The summary of the ADF information is as follows:

	<u>MGD</u>	<u>%</u>
The City of Half Moon Bay	0.725	58.57%
Granada Community Services District	0.269	21.76%
Montara Water and Sanitary District	<u>0.243</u>	<u>19.66%</u>
Total	1.238	100.0%

Sewer Authority Mid-Coastside
Monthly Flow Distribution Report, April 2021



Sewer Authority Mid-Coastside

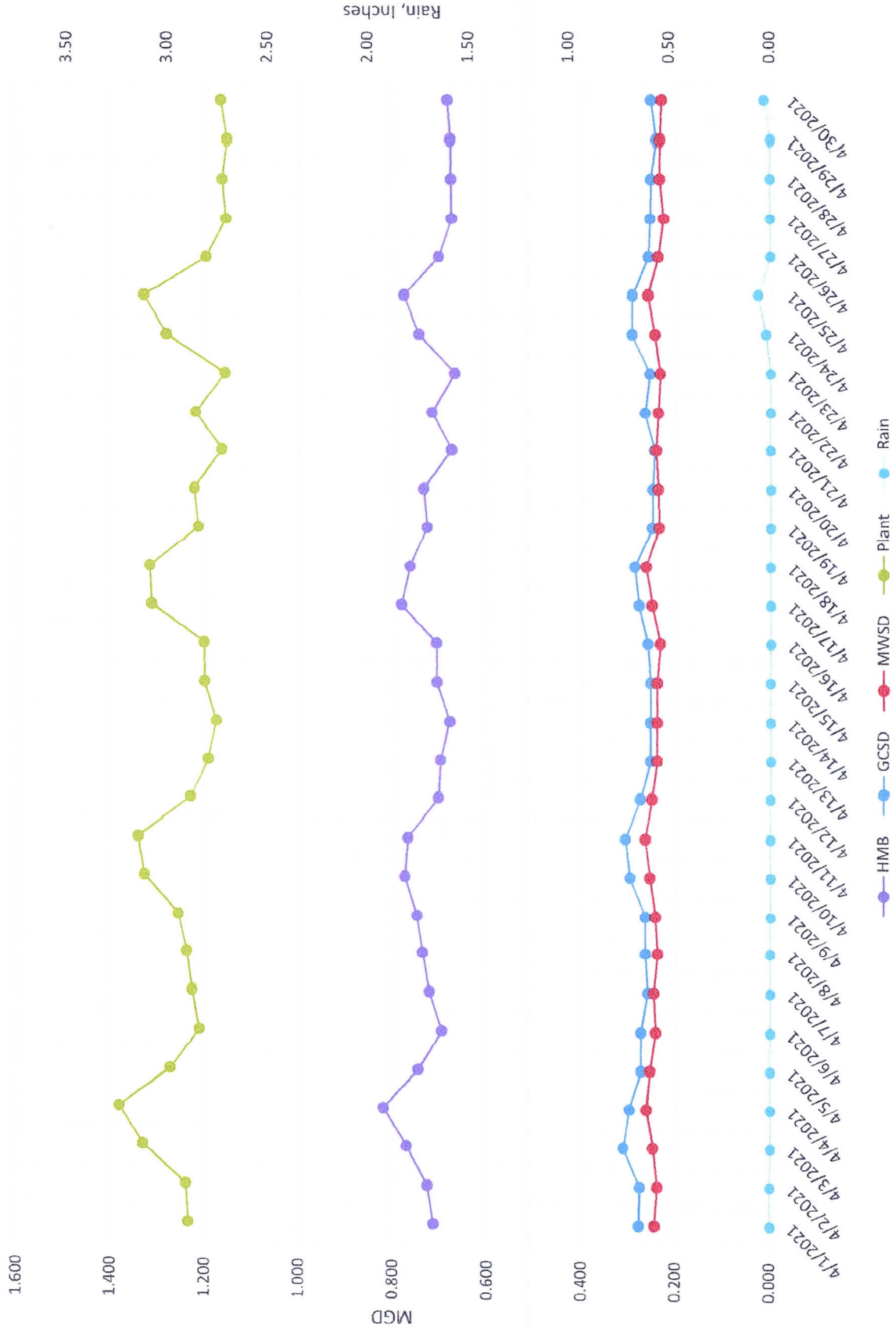
Monthly Flow Distribution Report for April 2021

<u>Date</u>	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>	<u>Rain Plant</u>	<u>Rain Portola</u>	<u>Rain Montara</u>
4/1/2021	0.713	0.278	0.244	1.235	0.00	0.00	0.00
4/2/2021	0.726	0.276	0.238	1.240	0.00	0.00	0.00
4/3/2021	0.771	0.311	0.248	1.331	0.00	0.00	0.00
4/4/2021	0.820	0.299	0.262	1.381	0.00	0.00	0.00
4/5/2021	0.746	0.273	0.254	1.274	0.00	0.00	0.00
4/6/2021	0.696	0.273	0.242	1.212	0.00	0.00	0.00
4/7/2021	0.723	0.259	0.246	1.228	0.00	0.00	0.00
4/8/2021	0.737	0.264	0.238	1.239	0.00	0.00	0.00
4/9/2021	0.749	0.265	0.243	1.258	0.00	0.00	0.00
4/10/2021	0.776	0.298	0.255	1.329	0.00	0.00	0.00
4/11/2021	0.769	0.307	0.265	1.341	0.00	0.00	0.00
4/12/2021	0.705	0.276	0.251	1.231	0.00	0.00	0.00
4/13/2021	0.700	0.254	0.240	1.195	0.00	0.00	0.00
4/14/2021	0.681	0.255	0.241	1.177	0.00	0.00	0.00
4/15/2021	0.708	0.254	0.240	1.202	0.00	0.00	0.00
4/16/2021	0.709	0.261	0.234	1.204	0.00	0.00	0.00
4/17/2021	0.784	0.279	0.251	1.314	0.00	0.00	0.00
4/18/2021	0.766	0.288	0.264	1.318	0.00	0.00	0.00
4/19/2021	0.729	0.251	0.236	1.216	0.00	0.00	0.00
4/20/2021	0.736	0.250	0.238	1.224	0.00	0.00	0.00
4/21/2021	0.677	0.246	0.242	1.165	0.00	0.00	0.00
4/22/2021	0.718	0.266	0.237	1.221	0.00	0.00	0.00
4/23/2021	0.670	0.255	0.233	1.158	0.00	0.00	0.00
4/24/2021	0.745	0.293	0.244	1.282	0.02	0.00	0.05
4/25/2021	0.778	0.292	0.259	1.329	0.06	0.06	0.14
4/26/2021	0.703	0.258	0.237	1.198	0.00	0.00	0.00
4/27/2021	0.676	0.254	0.225	1.155	0.00	0.00	0.00
4/28/2021	0.677	0.252	0.233	1.162	0.00	0.00	0.00
4/29/2021	0.678	0.242	0.233	1.153	0.00	0.00	0.00
4/30/2021	0.684	0.252	0.229	1.165	0.03	0.01	0.01
Totals	21.750	8.082	7.302	37.134	0.11	0.07	0.20

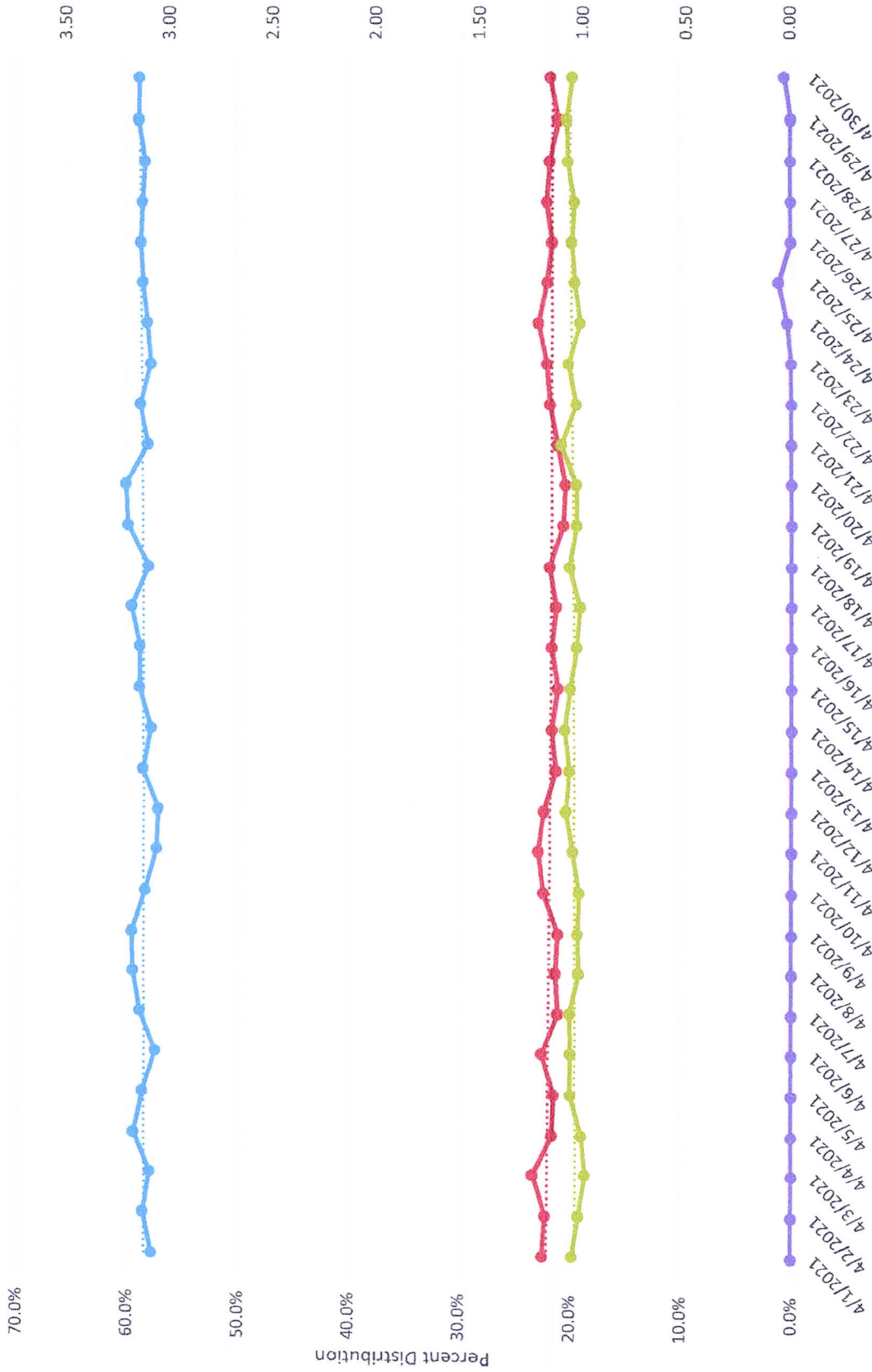
Summary

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.670	0.242	0.225	1.153
Average	0.725	0.269	0.243	1.238
Maximum	0.820	0.311	0.265	1.381
Distribution	58.6%	21.8%	19.7%	100.0%

Sewer Authority Mid-Coastside Monthly Flow Distribution Report, April 2021

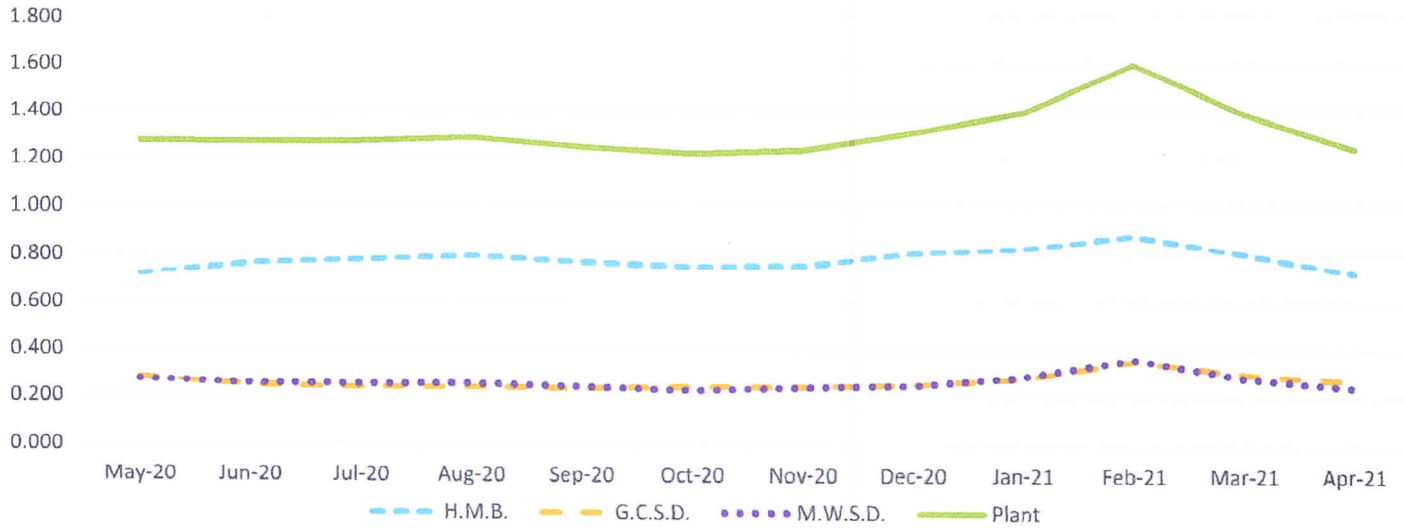


Percent Distribution April 2021

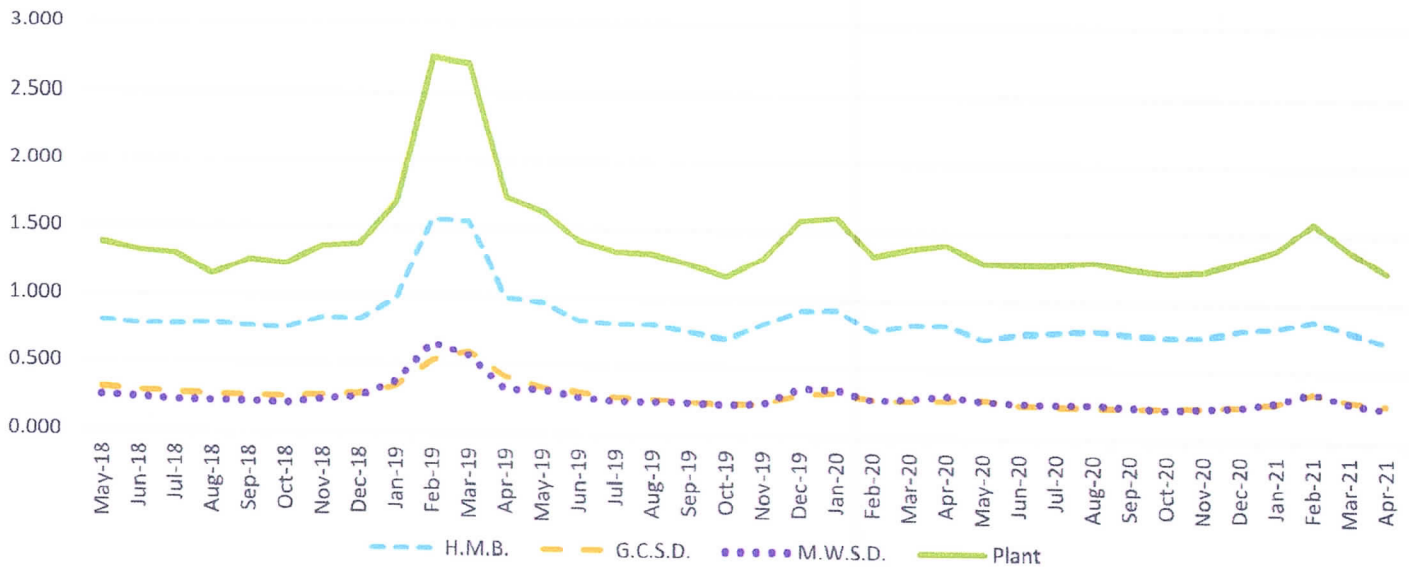


Most recent flow calibration March 2021 PS, March 2021 Plant

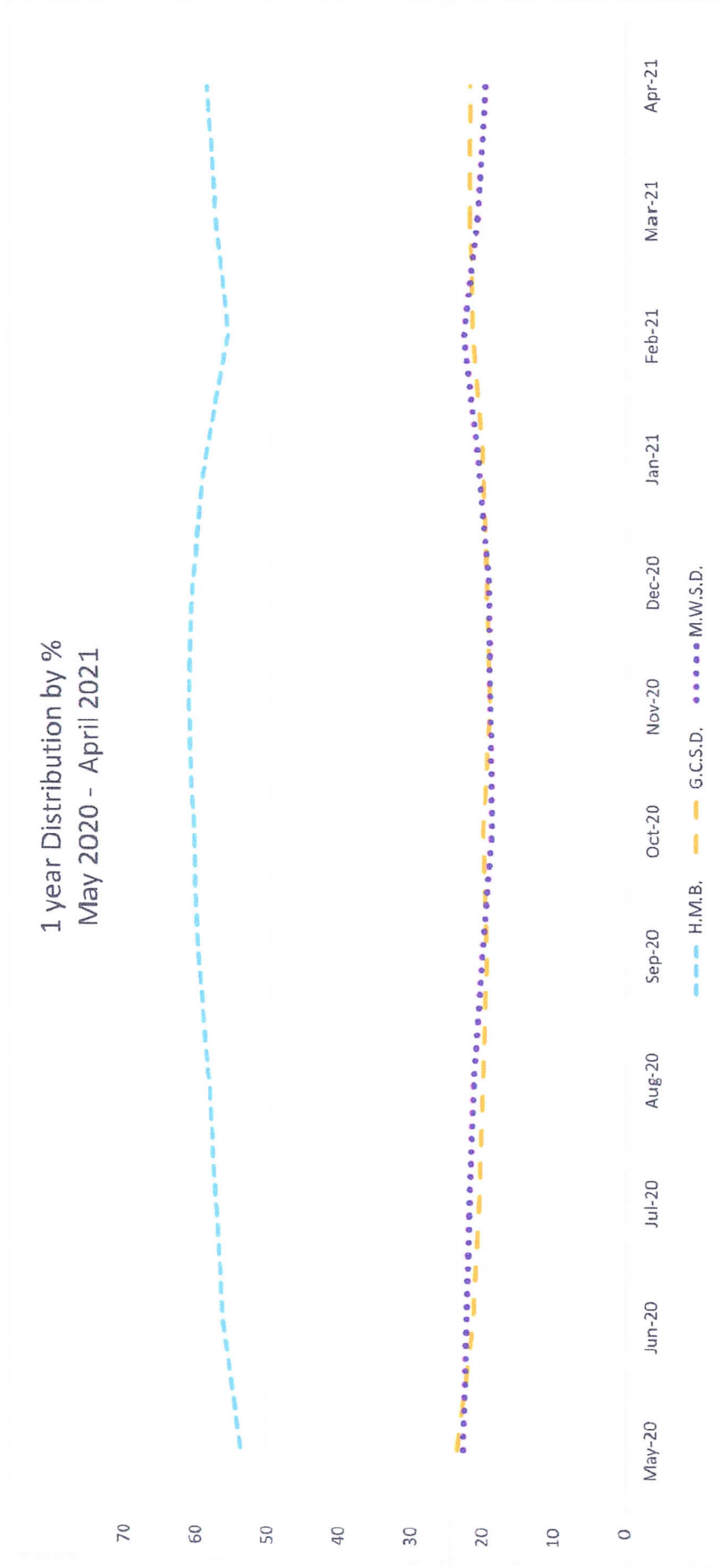
One Year Flow Chgart
May 2019 - April 2021



Three Year Flow Chart
May 2017 - April 2021



Flow based percent distribution based for past year





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: June 3, 2021

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

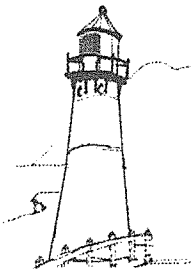
SUBJECT: Review of Current Investment Portfolio

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

- The District has most of its idle sewer funds deposited in the State of California's Local Agency Investment Fund (LAIF). The Monthly Average interest rate for March 2021 was 0.339%.
- The District has one checking account with Wells Fargo Bank for Water and Sewer Funds that is largely backed by Federal securities.

RECOMMENDATION:

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



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 3, 2021**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Connection Permit Applications Received

As of June 3, 2021 the following new Sewer Connection Permit application was received since the last report:

Date of Application	Property Owner	Site Address	Home Size

As of June 3, 2021 the following new Water (Private Fire Sprinkler) Connection Permit application was received since the last report:

Date of Application	Property Owner	Site Address	Home Size

As of June 3, 2021 the following new Water Connection Permit application was received since the last report:

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

RECOMMENDATION:

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



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: June 3rd, 2021

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Monthly Water Production Report

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

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

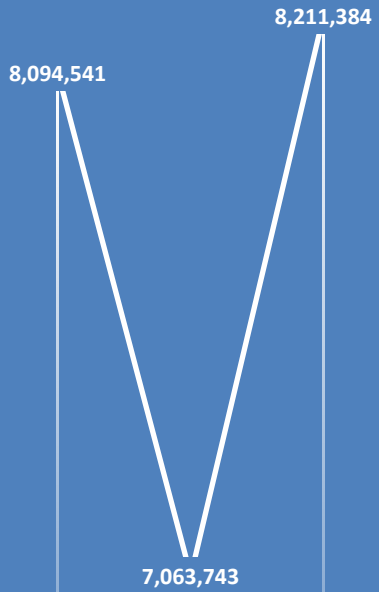
RECOMMENDATION:

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

Attachments: 2

TOTAL PRODUCTION 2021 (GALLONS)

GALLONS



	January	February	March	April	May	June	July	August	September	October	November	December
Total Production (Gallons)	8,094,541	7,063,743	8,211,384									

MONTH



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting of: June 3rd, 2021

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Rain Report

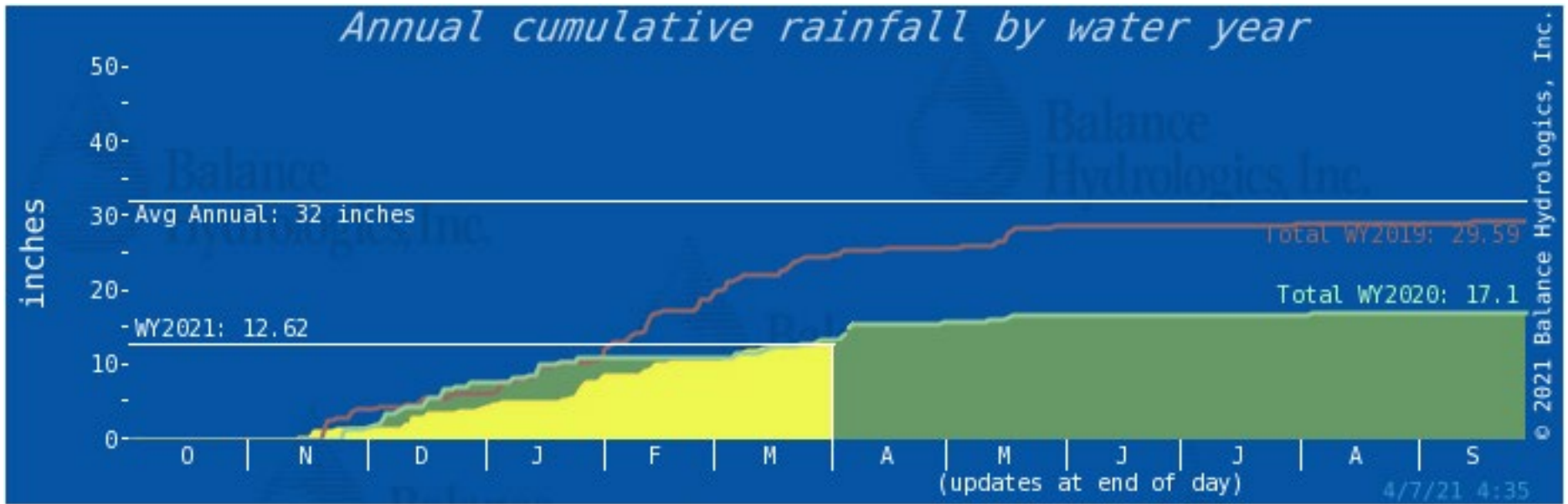
The attached chart shows the monthly rainfall at Alta Vista Treatment Plant for the current and prior water years along with seven-year average rain fall.

RECOMMENDATION:

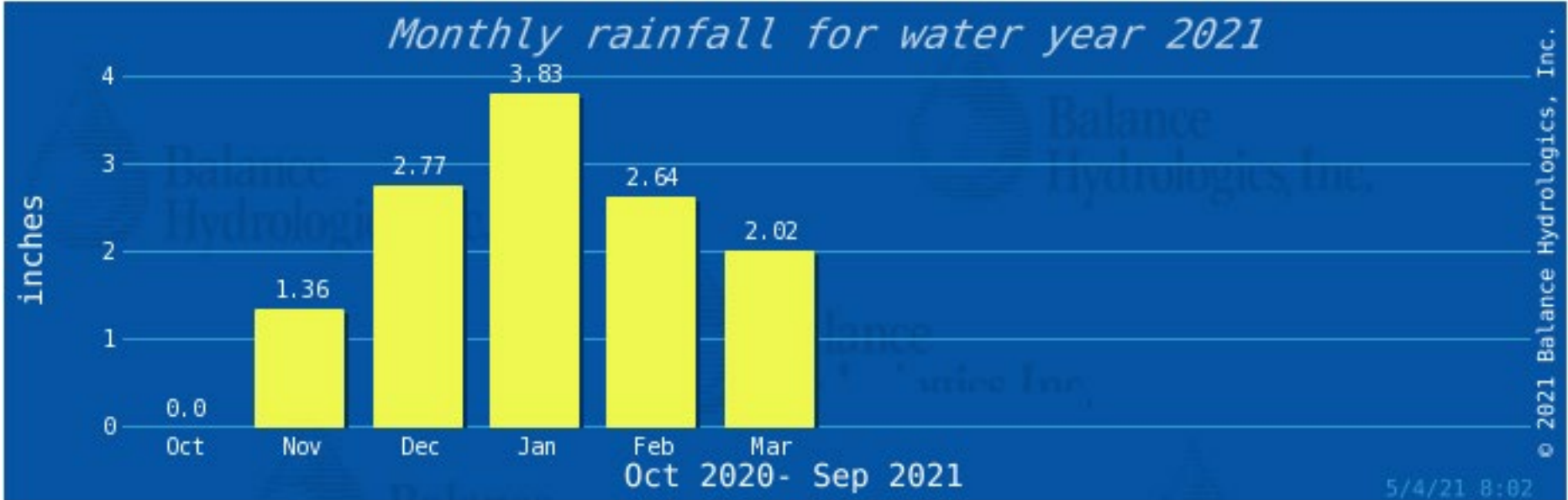
No action is required. These reports are provided for the Board's information only.

Attachments: 2

Annual Cumulative Rainfall



Monthly Cumulative Rainfall





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: June 3rd, 2021

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Monthly Solar Energy Report

The attached chart summarizes the monthly solar production at the Alta Vista Array. Since the installation of the solar panels the District produced 46,228 kWh and saved 78,587 lbs of CO₂.

RECOMMENDATION:

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

Attachments: 1



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 3, 2021**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Monthly Public Agency Retirement Service
Report for March 2021.**

The District has received the monthly PARS report for March 2021.

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

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

RECOMMENDATION:

This is for Board information only.

Attachment



**Montara Water and Sanitary Dist
Retirement Enhancement Plan**

**Monthly Account Report for the Period
3/1/2021 to 3/31/2021**

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

Plan ID: P7-REP15A

Account Summary

Source	Beginning Balance as of 3/1/2021	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 3/31/2021
Contributions	\$1,097,705.25	\$9,205.21	\$25,284.07	\$513.02	\$1,106.32	\$0.00	\$1,130,575.19
TOTAL	\$1,097,705.25	\$9,205.21	\$25,284.07	\$513.02	\$1,106.32	\$0.00	\$1,130,575.19

Investment Selection

PARS Capital Appreciation INDEX PLUS

Investment Objective

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

Investment Return

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
GENERAL	2.29%	4.63%	41.19%	10.96%	11.02%	-	03/08/16

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

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change. Account balances are inclusive of Trust Administration, Trustee and Investment Management fees.

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

**March 2021 PARS Statement
Detail Information**

PARS Beginning Balance as of March 1, 2021 \$ 1,097,705.25

Contributions:

February 15, 2021 Calculation

Wages	\$	33,401.45	
Employer - 6.92%	\$	2,341.44	
Employee - 7.75%	\$	2,588.61	
Contributions Subtotal			\$ 4,930.05

February 28, 2021 Calculation

Wages	\$	28,964.51	
Employer - 6.92%	\$	2,030.41	
Employee - 7.75%	\$	2,244.75	
Contributions Subtotal			\$ 4,275.16

Rounding (0.01)

Total Contributions thru February \$ 9,205.21

Rounding -

\$ 9,205.21

Earnings \$25,284.07

Expenses \$ (513.02)

Distributions \$ (1,106.32)

PARS Ending Balance as of March 2021 \$ 1,130,575.19

Fund Impact - PARS Wages			
Sewer	Water	Total	
\$ 10,046.17	\$ 23,355.29	\$ 33,401.45	
\$ 704.24	\$ 1,637.21	\$ 2,341.44	

Sewer	Water	Total	
\$ 9,037.62	\$ 19,926.90	\$ 28,964.51	
\$ 633.54	\$ 1,396.88	\$ 2,030.41	



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 3, 2021**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

**SUBJECT: Review and Possible Action Concerning
2021/2022 Draft Water and Sewer Budget and
CIP.**

The Board reviewed a draft version of next fiscal year's budget in April this year. The finance committee further reviewed and commented on the draft budget and recommended to bring the document for approval to the MWSD board. At this time associated board items, the revised Master Fee Scheduled, the completed tax roll document for sewer service and delinquent charge collection, and a job description for a senior operator position, are in preparation. Staff anticipates bringing the budget and associated documents to the board for approval at the June 17 meeting.

Peter Medina with Maze & Associates is available to present the draft budget. The District's Water and Sewer Engineers will be available to present the capital improvement sections of the document.

RECOMMENDATION:

This item is for Board discussion and direction to staff. The final budget version will be presented for adoption at a subsequent meeting.

Attachments



Montara Water & Sanitary

Budgeted Cash Flow - Sewer

Fiscal year 2021-2022

Cash flow summary

Operating cash flow

Operating income	FY 2020-2021	FY 2021-2022	Variance (%)	Variance (\$)
Sewer Service Charges	\$ 3,242,487	\$ 3,479,472	7.31%	\$ 236,985
Cell Tower Lease	\$ 37,500	\$ 77,220	105.92%	\$ 39,720
Fees & Other	\$ 13,100	\$ 13,100	0.00%	\$ -
Property Tax	\$ 275,000	\$ 277,750	1.00%	\$ 2,750
Waste Collection Revenues	\$ 24,000	\$ 25,000	4.17%	\$ 1,000
Total operating income	\$ 3,592,087	\$ 3,872,542		
Operating expenses				
Personnel	\$ (362,039)	\$ (365,798)	1.04%	\$ 3,759
Professional Services	\$ (189,700)	\$ (312,500)	64.73%	\$ 122,800
Facilities & Administration	\$ (57,000)	\$ (47,400)	-16.84%	\$ (9,600)
Engineering	\$ (60,000)	\$ (30,000)	-50.00%	\$ (30,000)
Pumping	\$ (45,000)	\$ (45,200)	0.44%	\$ 200
Sewer Authority Mid-Coastside	\$ (1,948,790)	\$ (1,974,581)	1.32%	\$ 25,791
All other Accounts	\$ (71,110)	\$ (142,060)	99.77%	\$ 70,950
Total operating expenses	\$ (2,733,639)	\$ (2,917,539)		
Net Cash Flow Provided by Operations	\$ 858,448	\$ 955,003		
Investment cash flow				
Investment income				
Interest Revenue	\$ 60,000	\$ 40,000	-33.33%	\$ (20,000)
Total investment income	\$ 60,000	\$ 40,000		
Investment expenses				
Capital Improvement Program	\$ (1,985,272)	\$ (1,906,335)	-3.98%	\$ (78,937)
Total investment expenses	\$ (1,985,272)	\$ (1,906,335)		
Net Cash Flow Used by Investments	\$ (1,925,272)	\$ (1,866,335)		
Financing cash flow				
Financing income				
Connection Fees	\$ 150,000	\$ 150,000	0.00%	\$ -
Total financing income	\$ 150,000	\$ 150,000		
Financing expenses				
Loan Interest Expense	\$ (35,116)	\$ (32,235)	-8.20%	\$ (2,880)
Loan Principal Payment	\$ (93,512)	\$ (100,153)	7.10%	\$ 6,641
Total financing expenses	\$ (128,627)	\$ (132,388)		
Net Cash Flow Provided by Financing Activities	\$ 21,373	\$ 17,612		
Overall projected cash flow	\$ (1,045,451)	\$ (893,720)		
Transfer from Sewer Reserves	\$ 1,045,451	\$ 893,720 *		
Net cash flow	\$ -	\$ -		

* Please see discussion of Sewer operating reserve funds on page 15. In addition, please review the Sewer CIP project summary list on page 11.



Montara Water & Sanitary

Budgeted Cash Flow - Water

Fiscal year 2021-2022

Cash flow summary

Operating cash flow

Operating income		FY 2020-2021		FY 2021-2022	Variance (%)	Variance (\$)
Water Sales	\$	1,893,000	\$	1,897,000	0.21%	\$ 4,000
Cell Tower Lease	\$	37,500	\$	-	-100.00%	\$ (37,500)
Fees & Other	\$	15,000	\$	13,000	-13.33%	\$ (2,000)
Property Tax	\$	275,000	\$	277,750	1.00%	\$ 2,750
Backflow Testing & Other	\$	18,000	\$	18,000	0.00%	\$ -
Total operating income	\$	2,238,500	\$	2,205,750		
Operating expenses						
Personnel	\$	(939,877)	\$	(1,006,770)	7.12%	\$ 66,893
Professional Services	\$	(206,500)	\$	(257,000)	24.46%	\$ 50,500
Facilities & Administration	\$	(71,000)	\$	(75,500)	6.34%	\$ 4,500
Engineering	\$	(220,000)	\$	(120,000)	-45.45%	\$ (100,000)
Pumping	\$	(110,700)	\$	(105,700)	-4.52%	\$ (5,000)
Supply	\$	(37,500)	\$	(52,500)	40.00%	\$ 15,000
Collection/Transmission	\$	(80,500)	\$	(94,000)	16.77%	\$ 13,500
Treatment	\$	(85,000)	\$	(65,000)	-23.53%	\$ (20,000)
All Other Accounts	\$	(134,300)	\$	(202,300)	50.63%	\$ 68,000
Total operating expenses	\$	(1,885,377)	\$	(1,978,770)		
Net Cash Flow Provided by Operations	\$	353,123	\$	226,980		
Investment cash flow						
Investment income						
GO Bonds, Assessment Receipts	\$	1,150,436	\$	905,740	-21.27%	\$ (244,696)
Water System Reliability Charge	\$	1,000,000	\$	1,000,000	0.00%	\$ -
Total investment income	\$	2,150,436	\$	1,905,740		
Investment expenses						
Capital Improvement Program	\$	(1,108,750)	\$	(1,198,750)	8.12%	\$ 90,000
Total investment expenses	\$	(1,108,750)	\$	(1,198,750)		
Net Cash Flow Used by Investments	\$	1,041,686	\$	706,990		
Financing cash flow						
Financing income						
Connection Fees	\$	150,000	\$	150,000	0.00%	\$ -
Total financing income	\$	150,000	\$	150,000		
Financing expenses						
Long Term Debt - Interest Expense	\$	(292,561)	\$	(155,987)	-46.68%	\$ (136,574)
Long Term Debt - Principal Payment	\$	(1,175,875)	\$	(1,148,574)	-2.32%	\$ (27,301)
Total financing expenses	\$	(1,468,436)	\$	(1,304,562)		
Net Cash Flow Provided by Financing Activities	\$	(1,318,436)	\$	(1,154,562)		
Overall projected cash flow	\$	76,372	\$	(220,592)		
Transfer to Water Reserves	\$	76,372	\$	(220,592)		*
Net cash flow	\$	-	\$	-		

* Please see discussion of Water operating reserve funds on page 14. In addition, please review the Water CIP project summary list on page 12.

MWSD — Fiscal Year 2021-22 Operations Budget - SEWER ENTERPRISE

Operating Revenue	GL Codes	2018-19	2019-20	Approved	Income/Expenditures	% To date	Projected	Projected as	Budgeted amounts	Increase/(Decrease)	Increase/(decrease)	
		Actual	Actual	Budget 2020-21	as of April 30, 2021			% of Budget	2021-22	from 2019-2020 \$	%	
Cell Tower Lease:	4220	36,752	42,687	37,500	27,439	73.17%	32,927	87.81%	77,220	39,720	105.92%	
Administrative Fees (New Construction):	4410	3,647	3,794	3,600	4,932	137.00%	5,918	164.40%	3,600	0	0.00%	
Administrative Fees (Remodel):	4420	0	542	1,000	548	54.80%	658	65.76%	1,000	0	0.00%	
Inspection Fees (New Construction):	4430	3,448	3,584	3,500	3,626	103.60%	4,351	124.32%	3,500	0	0.00%	
Inspection Fees (Remodel):	4440		512	1,000	518	51.80%	622	62.16%	1,000	0	0.00%	
Mainline Extension Fees:	4450					0.00%	0	0.00%	0	0	0.00%	
Remodel Fees:	4460	5,376	2,999	4,000	9,145	228.63%	10,974	274.35%	4,000	0	0.00%	
Grants:	4510		112		136	100.00%	163	100.00%	0	0	0.00%	
Property Tax Receipts:	4610	404,079	407,337	275,000	423,532	154.01%	508,239	184.81%	277,750	2,750	1.00%	
Sewer Service Charges:	4710	2,610,244	3,086,734	3,246,487	2,497,373	76.93%	3,246,487	100.00%	3,484,472	237,985	7.33%	
Sewer Service Refunds, Customer:	4720	496	(7,751)	(4,000)	(33,717)	842.92%	(40,460)	1011.50%	(5,000)	(1,000)	25.00%	
Waste Collection Revenues:	4760	23,172	24,353	24,000	22,780	94.92%	27,336	113.90%	25,000	1,000	4.17%	
Other Revenue:	4990	2,825	2,018		12,462	100.00%	14,954	100.00%				
Total Operating Revenue:		3,090,039	3,566,921	3,592,087	2,968,775	82.65%	3,812,169	106.13%	3,872,542	280,455	7.81%	
Operating Expenses												
Bank Fees:	5190	6,875	6,592	6,750	7,280	107.86%	8,736	129.43%	7,000	250	3.70%	
Board Meetings:	5210	3,928	3,861	3,000	2,550	85.00%	3,060	102.00%	3,000	0	0.00%	
Director Fees:	5220	2,288	4,125	2,000	2,513	125.63%	3,015	150.75%	7,500	5,500	275.00%	
Election Expenses:	5230	4,265	0	5,000	0	0.00%	0	0.00%	75,000	70,000	1400.00%	
Conference Attendance:	5250	2,467	35	2,500	0	0.00%	0	0.00%	2,500	0	0.00%	
Information Systems:	5270	1,725	9,746	4,000	3,616	90.39%	4,339	108.47%	4,000	0	0.00%	
Fidelity Bond:	5310	438	0	500	438	87.50%	525	105.00%	500	0	0.00%	
Property & Liability Insurance:	5320	7,737	1,394	8,000	9,851	123.14%	9,851	123.14%	5,000	(3,000)	-37.50%	
LAFCO Assessment:	5350	1,794	2,060	2,500	2,460	98.40%	2,460	98.40%	2,500	0	0.00%	
Meeting Attendance, Legal:	5420	14		0	0	0.00%	0	0.00%	0	0	0.00%	
General Legal:	5430	183,515	89,445	100,000	43,486	43.49%	52,184	52.18%	200,000	100,000	100.00%	
Litigation:	5440		49,445		99,349	100.00%	119,219	100.00%				
Maintenance, Office:	5510	7,230	4,614	8,000	2,944	36.80%	3,533	44.16%	8,000	0	0.00%	
Meetings, Local:	5520	0			0	0.00%	0	0.00%	0	0	0.00%	
Memberships:	5530		600		600	100.00%	720	100.00%		0		
Office Supplies:	5540	5,681	6,387	6,000	3,690	61.50%	4,428	73.80%	6,500	500	8.33%	
Postage:	5550	2,043	654	2,000	347	17.33%	416	20.79%	400	(1,600)	-80.00%	
Printing & Publishing:	5560	2,490	980	5,000	1,171	23.42%	1,405	28.10%	1,500	(3,500)	-70.00%	
Accounting:	5610	26,503	37,875	32,000	27,328	85.40%	32,793	102.48%	39,000	7,000	21.88%	
Audit:	5620	13,000	8,150	13,000	13,150	101.15%	13,150	101.15%	13,500	500	3.85%	
Consulting:	5630	25,261	50,500	35,000	57,827	165.22%	69,393	198.27%	50,000	15,000	42.86%	
Data Services:	5640	6,079	7,173	6,200	6,386	103.01%	6,386	103.00%	6,500	300	4.84%	
Labor & HR Support:	5650	2,442	2,562	2,500	2,135	85.40%	2,562	102.48%	2,500	0	0.00%	
Payroll Services:	5660	949	967	1,000	818	81.77%	981	98.12%	1,000	0	0.00%	
Other Professional Services:	5690	0			0	0.00%	0	0.00%	0	0	0.00%	
San Mateo County Tax Roll Charges:	5710	119	119	1,000	119	11.90%	143	14.28%	200	(800)	-80.00%	
Telephone & Internet:	5720	25,300	31,129	20,000	0	0.00%	0	0.00%	20,000	0	0.00%	
Mileage Reimbursement:	5730	1,570	327	1,500	26,553	1770.17%	31,863	2124.21%	1,500	0	0.00%	
Reference Materials:	5740	87	0	200	0	0.00%	0	0.00%	200	0	0.00%	
Other Administrative:	5790	448	608		94	100.00%	113	100.00%		0		
CalPERS 457 Deferred Plan:	5810	18,955	20,180	17,508	15,646	89.37%	18,776	107.24%	18,363	854	4.88%	
Employee Benefits:	5820	52,115	50,680	49,096	36,929	75.22%	44,315	90.26%	43,823	(5,273)	-10.74%	
Disability Insurance:	5830	1,360	1,709	1,876	1,452	77.39%	1,742	92.87%	1,941	65	3.48%	
Payroll Taxes:	5840	15,610	16,217	19,134	14,018	73.27%	16,822	87.92%	20,068	934	4.88%	
Worker's Compensation Insurance:	5960	2,622	2,837	3,688	2,054	55.71%	2,465	66.85%	2,355	(1,333)	-36.14%	
Management:	5910	112,113	114,041	116,211	109,654	94.36%	131,585	113.23%	118,537	2,326	2.00%	
Staff :	5920	125,760	132,421	133,905	110,048	82.18%	132,057	98.62%	140,637	6,732	5.03%	
Staff Certification:	5930	1,800	2,225	1,800	1,563	86.81%	1,875	104.17%	1,800	0	0.00%	

MWSD — Fiscal Year 2021-22 Operations Budget - SEWER ENTERPRISE

Operating Revenue	GL Codes	2018-19	2019-20	Approved	Income/Expenditures	% To date	Projected	Projected as	Budgeted amounts	Increase/(Decrease)	Increase/(decrease)
		Actual	Actual	Budget 2020-21	as of April 30, 2021			% of Budget	2021-22	from 2019-2020 \$	%
Staff Overtime:	5940	1,435	1,888	1,760	2,457	139.61%	2,949	167.53%	339	(1,421)	-80.71%
Staff Standby:	5950					0.00%	0	0.00%	0	0	
PARS:	5850	19,459	20,480	17,062	15,310	89.74%	18,372	107.68%	17,935	873	5.12%
Claims, Property Damage:	6170	20,514	632	20,000		0.00%	0	0.00%	20,000	0	0.00%
Education & Training:	6195	559	0	1,000		0.00%	0	0.00%	1,000	0	0.00%
Meeting Attendance, Engineering:	6210		0	0		0.00%	0	0.00%	0	0	0.00%
General Engineering:	6220	33,584	35,060	60,000	21,754	36.26%	26,105	43.51%	30,000	(30,000)	-50.00%
Equipment & Tools, Expensed:	6320		0	1,000		0.00%	0	0.00%		(1,000)	-100.00%
Alarm Services:	6335	5,028	6,133	10,000	5,057	50.57%	6,068	60.68%	5,000	(5,000)	-50.00%
Landscaping:	6337	2,588	4,468	6,000	4,875	81.25%	5,850	97.50%	6,000	0	0.00%
Pumping Fuel & Electricity:	6410	44,881	39,587	45,000	40,292	89.54%	48,351	107.45%	45,000	0	0.00%
Uniforms:	6770	0	126	0		0.00%	0	0.00%	200	200	0.00%
Maintenance, Collection System:	6660	550		10,000		0.00%	0	0.00%	10,000	0	0.00%
Fuel:	6810	1,021	848	1,000	687	68.69%	824	82.43%	1,000	0	0.00%
Truck Equipment, Expensed:	6820	27	439	160	38	23.90%	46	28.68%	160	0	0.00%
Truck Repairs:	6830	423	622	1,000	88	8.79%	106	10.55%	1,000	0	0.00%
Total Other Operations:	6890	0	(29,919)		270	100.00%	324	100.00%		0	
SAM Collections:	6910	329,965	341,549	254,153	211,794	83.33%	254,153	100.00%	331,973	77,820	30.62%
SAM Operations:	6920	1,316,715	1,529,139	1,584,637	1,320,531	83.33%	1,584,637	100.00%	1,532,608	(52,029)	-3.28%
Depreciation:	5260	408,078	474,270			0.00%	0	0.00%		0	
SAM Maintenance, Collection System:	6940	0	0	40,000	50,696	126.74%	60,836	152.09%	40,000	0	0.00%
SAM Maintenance, Pumping:	6950	82,999	0	70,000	62,808	89.73%	75,370	107.67%	70,000	0	0.00%
Total Operations Expense:		2,932,411	3,084,978	2,733,639	2,342,727	85.70%	2,811,272	102.84%	2,917,539	183,900	6.73%
Net Change in position from Operations:		157,629	481,943	858,448	626,048	72.93%	1,000,896	116.59%	955,003	96,555	11.25%



MWSD — Fiscal Year 2021-22 Non-Operating Budget - SEWER ENTERPRISE

	GL Codes	2018-19 Actual	2019-20 Actual	Approved Budget 2020-21	Income/Expenditures as of April 30, 2021	% To date	Projected	Projected as % of Budget	Budgeted amounts 2021-22	Increase/(Decrease) from 2020-2021 \$	Increase/(decrease) %
Non Operating Revenue											
Connection Fees, Residential New Const:	7110	246,161	225,264	100,000	97,247	97.25%	116,696	116.70%	100,000	0	0.00%
Connection Fees, Residential Remodel:	7120	66,218	55,708	50,000	36,344	72.69%	43,613	87.23%	50,000	0	0.00%
LAIF, Interest:	7200	99,073	105,107	60,000	38,726	64.54%	46,471	77.45%	40,000	(20,000)	-33.33%
Total Non Operating Revenue:		411,451	386,079	210,000	172,317	82.06%	206,781	98.47%	190,000	(20,000)	-9.52%
Non Operating Expense											
PNC Equipment Lease:	9125	17,492	15,151	13,461	9,559	71.01%	11,535	85.69%	11,535	(1,925)	-14.30%
Capital Assessment, SAM:	9175	0				0.00%	0	0.00%		0	0.00%
I-Bank Loan:	9200	22,382	23,801	21,655	12,436	57.43%	20,700	95.59%	20,700	(955)	-4.41%
Total Non Operating Expense:		39,874		35,116	21,995	62.64%	26,394	75.16%	32,235	(2,880)	-8.20%
Net Change in position from Non Operating activities:		371,577	386,079	174,884	150,322		180,387		157,765	(17,120)	

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MWSD — Fiscal Year 2021-22 Operations Budget - WATER ENTERPRISE

Operating Revenue	GL Codes	2018-19	2019-20	Approved Budget	Income/Expenditures	% To date	Projected	Projected as %	Budgeted amounts	Increase/(Decrease)	Increase/(decrease)	
		Actual	Actual	2020-21	as of April 30, 2021			of Budget	2021-22	from 2020-2021 \$	%	
Cell Tower Lease:	4220	36,752	42,687	37,500	27,393	73.05%	32,871	87.66%	0	(37,500)	-100.00%	
Administrative Fees (New Construction):	4410	3,126	4,336	5,000	5,480	109.60%	6,576	131.52%	5,000	0	0.00%	
Administrative Fees (Remodel):	4420	0	1,084	0	548	100.00%	658	100.00%	0	0	0.00%	
Inspection Fees (New Construction):	4430	2,956	4,096	4,000	5,180	129.50%	6,216	155.40%	4,000	0	0.00%	
Inspection Fees (Remodel):	4440	0	1,536	1,000	518	51.80%	622	62.16%	1,000	0	0.00%	
Mainline Extension Fees:	4450	3,119	0	3,000	85,905	2863.50%	103,086	3436.20%	3,000	0	0.00%	
Grants:	4510		112		136	100.00%	163	100.00%	0	0	0.00%	
Remodel Fees:	4460	5,561	1,421	2,000		0.00%	0	0.00%	0			
Property Tax Receipts:	4610	404,079	407,337	275,000	423,532	154.01%	508,239	184.81%	277,750	2,750	1.00%	
Testing, Backflow:	4740	18,420	25,761	18,000	15,228	84.60%	18,274	101.52%	18,000	0	0.00%	
Water Sales:	4810	1,892,091	1,973,134	1,896,000	1,649,491	87.00%	1,979,389	104.40%	1,900,000	4,000	0.21%	
Water Sales Refunds, Customer:	4850	(4,670)	(1,338)	(3,000)	(2,817)	93.90%	(3,380)	112.68%	(3,000)	0	0.00%	
Other Revenue:	4990	3,936	60,825		6,879	100.00%	8,254	100.00%	0	0	0.00%	
Total Operating Revenue:		2,365,369	2,520,990	2,238,500	2,217,473	99.06%	2,660,967	118.87%	2,205,750	(30,750)	-1.37%	
Operating Expenses												
Bank Fees:	5190	3,495	1,434	1,500	1,627	108.46%	1,952	130.15%	1,500	0	0.00%	
Board Meetings:	5210	3,928	3,861	3,000	2,550	85.00%	3,060	102.00%	3,000	0	0.00%	
Director Fees:	5220	2,288	4,125	2,000	2,513	125.63%	3,015	150.75%	7,500	5,500	275.00%	
Election Expenses:	5230	4,265		5,000		0.00%	0	0.00%	75,000	70,000	1400.00%	
CDPH Fees:	5240	10,530	12,405	11,000	12,004	109.13%	14,405	130.96%	13,000	2,000	18.18%	
Conference Attendance:	5250	2,467	243	3,000		0.00%	0	0.00%	3,000	0	0.00%	
Information Systems:	5270	10,185	18,631	5,000	3,616	72.32%	4,339	86.78%	5,000	0	0.00%	
Fidelity Bond:	5310	438	0	500	438	87.50%	525	105.00%	500	0	0.00%	
Property & Liability Insurance:	5320	2,215	1,173	5,000		0.00%	0	0.00%	5,000	0	0.00%	
LAFCO Assessment:	5350	2,520	2,759	2,500	2,716	108.64%	2,716	108.64%	3,000	500	20.00%	
Meeting Attendance, Legal:	5420	14		0	12,320	100.00%	14,784	100.00%	0	0	0.00%	
General Legal:	5430	24,250	123,406	100,000	83,069	83.07%	99,683	99.68%	140,000	40,000	40.00%	
Maintenance, Office:	5510	11,015	6,414	8,000	5,494	68.67%	6,592	82.41%	8,000	0	0.00%	
Meetings, Local:	5520	41	(142)			0.00%	0	0.00%	0	0	0.00%	
Memberships:	5530	22,236	23,026	27,000	24,081	89.19%	24,081	89.19%	27,000	0	0.00%	
Office Supplies:	5540	7,244	6,525	6,000	5,876	97.93%	7,051	117.52%	6,500	500	8.33%	
Postage:	5550	9,318	11,567	4,000	10,110	252.74%	12,131	303.29%	9,000	5,000	125.00%	
Printing & Publishing:	5560	3,213	2,171	7,000	1,171	16.73%	1,405	20.07%	5,000	(2,000)	-28.57%	
Accounting:	5610	26,503	37,875	32,000	27,328	85.40%	32,793	102.48%	39,000	7,000	21.88%	
Audit:	5620	13,000	8,150	13,000	13,150	101.15%	15,780	121.39%	13,500	500	3.85%	
Consulting:	5630	28,471	56,893	55,000	56,242	102.26%	67,490	122.71%	55,000	0	0.00%	
Data Services:	5640		900	3,000	6,386	212.88%	6,386	212.87%	6,500	3,500		
Labor & HR Support:	5650	2,442	2,641	2,500	2,135	85.40%	2,562	102.48%	2,000	(500)	-20.00%	
Payroll Services:	5660	949	967	1,000	818	81.77%	981	98.12%	1,000	0	0.00%	
Other Professional Services:	5690	480				0.00%	0	0.00%		0		
San Mateo County Tax Roll Charges:	5710	119	119	3,000	119	3.97%	143	4.76%				
Telephone & Internet:	5720	31,642	36,093	20,000	33,122	165.61%	39,747	198.74%	25,000	5,000	25.00%	
Mileage Reimbursement:	5730	2,188	623	2,000	36	1.80%	43	2.16%	1,500	(500)	-25.00%	
Reference Materials:	5740	0	0	800		0.00%	0	0.00%	800	0	0.00%	
Other Administrative:	5790	791	500	1,000	668	66.76%	801	80.11%	0	(1,000)		
CalPERS 457 Deferred Plan:	5810	38,266	42,604	44,948	38,149	84.87%	45,778	101.85%	44,056	(892)	-1.98%	
Employee Benefits:	5820	84,851	85,042	107,614	87,285	81.11%	104,742	97.33%	107,276	(337)	-0.31%	
Disability Insurance:	5830	3,366	3,564	4,752	3,353	70.56%	4,023	84.67%	4,657	(94)	-1.98%	
Payroll Taxes:	5840	39,124	43,195	51,267	39,847	77.73%	47,817	93.27%	50,446	(821)	-1.60%	
Worker's Compensation Insurance:	5960	12,579	14,274	22,444	10,998	49.00%	13,198	58.81%	19,806	(2,637)	-11.75%	
Management:	5910	112,113	114,042	116,211	109,655	94.36%	131,586	113.23%	118,537	2,326	2.00%	
Staff :	5920	356,877	407,112	464,762	380,563	81.88%	456,675	98.26%	526,838	62,077	13.36%	
Staff Certification:	5930	9,275	10,625	11,400	9,263	81.25%	11,115	97.50%	11,400	0	0.00%	

MWSD — Fiscal Year 2021-22 Operations Budget - WATER ENTERPRISE

Operating Revenue	GL Codes	2018-19	2019-20	Approved Budget	Income/Expenditures	% To date	Projected	Projected as %	Budgeted amounts	Increase/(Decrease)	Increase/(decrease)
		Actual	Actual	2020-21	as of April 30, 2021			of Budget	2021-22	from 2020-2021 \$	%
Staff Overtime:	5940	45,516	45,849	54,781	39,695	72.46%	47,634	86.95%	57,656	2,875	5.25%
Staff Standby:	5950	24,705	25,485	23,003	22,190	96.47%	26,628	115.76%	27,719	4,715	20.50%
PARS:	5850	37,916	42,031	38,695	33,651	86.97%	40,382	104.36%	38,377	(318)	-0.82%
Backflow Prevention:	6160	764	326	1,000	1,515	151.50%	1,818	181.80%	1,000	0	0.00%
Claims, Property Damage:	6170	22	392	10,000		0.00%	0	0.00%	10,000	0	0.00%
SCADA Maintenance:	6185	12,061	2,468	13,000	4,816	37.04%	5,779	44.45%	13,000	0	0.00%
Education & Training:	6195	5,098	4,372	9,000	639	7.10%	767	8.52%	9,000	0	0.00%
General Engineering:	6220	1,467	12,390	20,000	1,325	6.63%	1,590	7.95%	20,000	0	0.00%
Water Quality Engineering:	6230	420,284	116,823	200,000	55,541	27.77%	66,649	33.32%	100,000	(100,000)	-50.00%
Equipment & Tools, Expensed:	6320	11,867	17,500	12,000	4,475	37.30%	5,371	44.76%	8,000	(4,000)	-33.33%
Alarm Services:	6335	718	1,040	5,000	1,139	22.78%	1,367	27.34%	2,000	(3,000)	-60.00%
Landscaping:	6337	5,811	6,950	15,000	12,032	80.21%	14,438	96.25%	15,000	0	0.00%
Lab Supplies & Equipment:	6370	2,251	9,432	4,000	721	18.03%	866	21.64%	4,000	0	0.00%
Meter Reading:	6380	0	10		121	100.00%	145	100.00%	500	500	
Pumping Fuel & Electricity:	6410	77,011	75,074	90,000	65,149	72.39%	78,178	86.87%	90,000	0	0.00%
Pumping Maintenance, Generators:	6420	21,339	20,908	15,000	8,014	53.43%	9,617	64.11%	10,000	(5,000)	-33.33%
Pumping Maintenance, General:	6430	3,448	17	5,000	38	0.76%	46	0.92%	5,000	0	0.00%
Pumping Equipment, Expensed:	6440	478	8,562	700	13	1.85%	16	2.22%	700	0	0.00%
Maintenance, Raw Water Mains:	6510	1,857	27	2,500		0.00%	0	0.00%	2,500	0	
Maintenance, Wells:	6520	8,635	13,281	5,000	8,241	164.81%	9,889	197.78%	15,000	10,000	200.00%
Water Purchases:	6530	26,826	33,976	30,000	14,586	48.62%	43,758	145.86%	35,000	5,000	16.67%
Hydrants:	6610	0	6,841	1,000	3,351	335.11%	4,021	402.13%	5,000	4,000	400.00%
Maintenance, Water Mains:	6620	46,952	40,201	50,000	25,246	50.49%	30,295	60.59%	50,000	0	0.00%
Maintenance, Water Service Lines:	6630	3,506	6,384	15,000	34,787	231.91%	41,744	278.30%	20,000	5,000	33.33%
Maintenance, Tanks:	6640	1,593	5,141	4,000	4,130	103.24%	4,956	123.89%	5,000	1,000	25.00%
Maintenance, Distribution General:	6650	7,341	10,890	8,000	3,429	42.86%	4,115	51.43%	10,000	2,000	25.00%
Maintenance, Collection System:	6660	414			830	100.00%	996	100.00%			
Meters:	6670	8,177	6,253	2,500	5,061	202.44%	6,073	242.93%	4,000	1,500	60.00%
Chemicals & Filtering:	6710	20,233	39,914	20,000	19,901	99.51%	23,882	119.41%	20,000	0	0.00%
Maintenance, Treatment Equipment:	6720	28,456	13,805	20,000	4,712	23.56%	5,654	28.27%	15,000	(5,000)	-25.00%
Treatment Analysis:	6730	45,055	18,718	45,000	26,511	58.91%	31,813	70.70%	30,000	(15,000)	-33.33%
Uniforms:	6770	11,459	3,702	2,000		0.00%	0	0.00%	2,000	0	0.00%
Fuel:	6810	6,541	6,237	10,000	4,504	45.04%	5,405	54.05%	7,000	(3,000)	-30.00%
Truck Equipment, Expensed:	6820	309	3,433	2,000	217	10.84%	260	13.00%	2,000	0	0.00%
Truck Repairs:	6830	2,411	3,694	5,000	498	9.97%	598	11.96%	5,000	0	0.00%
Other Operations:	6890		4,265	0	4,277	100.00%	5,133	100.00%		0	
Total Operations Expense:		1,773,218	1,689,207	1,885,377	1,398,052	74.15%	1,697,281	90.02%	1,978,770	96,393	5.11%
Net Change in position from Operations:		592,152	831,784	353,123	819,420	232.05%	963,686	272.90%	226,980	(127,143)	-36.01%

MWSD — Fiscal Year 2021-2022 Non-Operating Budget - WATER ENTERPRISE

	<u>GL Codes</u>	<u>2018-19</u> <u>Actual</u>	<u>2019-20</u> <u>Actual</u>	<u>Approved Budget</u> <u>2020-21</u>	<u>Income/Expenditures</u> <u>as of April 30, 2021</u>	<u>% To date</u>	<u>Projected</u>	<u>Projected as %</u> <u>of Budget</u>	<u>Budgeted amounts</u> <u>2021-22</u>	<u>Increase/(Decrease)</u> <u>from 2020-21 \$</u>	<u>Increase/(decrease)</u> <u>%</u>
Non Operating Revenue											
Connection Fees, Residential New Const:	7110	151,098	223,718	100,000	71,067	71.07%	85,280	85.28%	100,000	0	0.00%
Connection Fees, Residential Remodel:	7120					0.00%	0	0.00%		0	0.00%
Connection Fees, Residential Fire:	7130	164,056	85,517	50,000	143,818	287.64%	172,581	345.16%	50,000	0	0.00%
Connection Fees, Residential Remodel Fire:	7140	2,032			16,131	100.00%	19,357	100.00%		0	
Connection Fees, Well Conversion:	7150					0.00%	0	0.00%		0	
General Obligation Bonds, Assessment Receipts:	7600	1,182,939	1,191,631	1,150,436	653,579	56.81%		0.00%	983,546	(166,890)	-14.51%
Water System Reliability:	7650			1,000,000	1,443,736	144.37%	1,000,000	100.00%	1,000,000	0	0.00%
Total Non Operating Revenue:		1,500,125	1,500,867	1,300,436	2,328,330	179.04%	277,218	21.32%	1,133,546	(166,890)	-12.83%
Non Operating Expense											
General Obligation Bonds:	9100	242,762	221,777	208,611	93,457	44.80%	77,805	37.30%	77,805	(130,806)	-62.70%
PNC Equipment Lease:	9125	17,492	15,151	13,461	9,559	71.01%	11,535	85.70%	11,535	(1,925)	-14.30%
State Revolving Fund Loan:	9150	78,501	72,938	68,616	34,798	50.71%	66,647	97.13%	66,647	(1,970)	-2.87%
Water Rebates :	9210	1,500	1,350	3,000	550	18.33%	3,000	100.00%		(3,000)	-100.00%
Total Non Operating Expense:		383,970	311,216	293,688	138,364	47.11%	158,987	54.14%	155,987	(134,701)	-45.87%
Net Change in position from Non Operating activities:		1,116,155	1,189,651	1,006,748	2,189,966		118,231		977,559	(32,189)	-3.20%

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SALARY RANGE
MONTARA WATER AND SANITARY DISTRICT
July 1, 2020

Position	Salary Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Operations Manager	\$159,150										
	\$127,436	\$127,436 \$61.27	\$130,622 \$62.80	\$133,888 \$64.37	\$137,235 \$65.98	\$140,666 \$67.63	\$144,182 \$69.32	\$147,787 \$71.05	\$151,481 \$72.83	\$155,268 \$74.65	\$159,150 \$76.51
Superintendent	\$149,152										
	\$119,430	\$119,430 \$57.42	\$122,416 \$58.85	\$125,476 \$60.33	\$128,613 \$61.83	\$131,828 \$63.38	\$135,124 \$64.96	\$138,502 \$66.59	\$141,965 \$68.25	\$145,514 \$69.96	\$149,152 \$71.71
Lead Operator	\$116,447										
	\$93,242	\$93,242 \$44.83	\$95,573 \$45.95	\$97,963 \$47.10	\$100,412 \$48.27	\$102,922 \$49.48	\$105,495 \$50.72	\$108,132 \$51.99	\$110,836 \$53.29	\$113,606 \$54.62	\$116,447 \$55.98
Water System Operator	\$90,968										
	\$72,841	\$72,841 \$35.02	\$74,662 \$35.90	\$76,528 \$36.79	\$78,441 \$37.71	\$80,402 \$38.65	\$82,412 \$39.62	\$84,473 \$40.61	\$86,585 \$41.63	\$88,749 \$42.67	\$90,968 \$43.73
Maintenance Worker I	\$78,982										
	\$63,243	\$63,243 \$30.41	\$64,824 \$31.17	\$66,444 \$31.94	\$68,106 \$32.74	\$69,808 \$33.56	\$71,553 \$34.40	\$73,342 \$35.26	\$75,176 \$36.14	\$77,055 \$37.05	\$78,982 \$37.97
Account Specialist	\$75,514										
	\$60,466	\$60,466 \$29.07	\$61,978 \$29.80	\$63,527 \$30.54	\$65,115 \$31.31	\$66,743 \$32.09	\$68,412 \$32.89	\$70,122 \$33.71	\$71,875 \$34.56	\$73,672 \$35.42	\$75,514 \$36.30
District Clerk	\$75,514										
	\$60,466	\$60,466 \$29.07	\$61,978 \$29.80	\$63,527 \$30.54	\$65,115 \$31.31	\$66,743 \$32.09	\$68,412 \$32.89	\$70,122 \$33.71	\$71,875 \$34.56	\$73,672 \$35.42	\$75,514 \$36.30

2.5 % step increases

	Increase 3.79%	1-Jul-17	Increase 2.83%	1-Jul-18	Increase 4.01%	1-Jul-19	Increase 1.11%	1-Jul-20	Increase 3.80%	1-Jul-21
Operations Manager	1.0379	\$113,540	1.0283	\$121,178	1.0401	\$121,435	1.011	\$122,771	1.0380	\$127,436
Superintendent	1.0379	\$106,407	1.0283	\$113,565	1.0401	\$113,806	1.011	\$115,058	1.0380	\$119,430
Lead Operator	-	-	-	-	-	-	-	-	-	\$93,242
Water System Operator	1.0379	\$64,898	1.0283	\$69,264	1.0401	\$69,410	1.011	\$70,174	1.0380	\$72,841
Maintenance Worker	1.0379	\$56,347	1.0283	\$60,137	1.0401	\$60,265	1.011	\$60,927	1.0380	\$63,243
Account Specialist	1.0379	\$53,873	1.0283	\$57,497	1.0401	\$57,619	1.011	\$58,252	1.0380	\$60,466
District Clerk	1.0379	\$53,873	1.0283	\$57,497	1.0401	\$57,619	1.011	\$58,252	1.0380	\$60,466

Operator in Training \$19 per hour
Temporary Worker \$19 per hour

Payroll	Water	Overtime	Doubletime	On Call	Cert Pay	Total	Health	Disability	WC	CalPERS	PARS	Medicare	SS	F/Y Total Water
GM	\$ 118,537.10					\$ 118,537.10	\$ 15,169.12	\$ 877.17	\$ 1,114.25	\$ 8,297.60	\$ 8,202.77	\$ 1,718.79	\$ 7,349.30	\$ 161,266.09
Superintendent	\$ 75,521.62	\$ 844.17	\$ 504.69		\$ 1,800.00	\$ 78,670.48	\$ 7,169.17	\$ 582.16	\$ 3,194.02	\$ 5,506.93	\$ 5,226.10	\$ 1,140.72	\$ 4,877.57	\$ 106,367.15
Account Specialist	\$ 69,279.49					\$ 69,279.49	\$ 30,338.24	\$ 512.67	\$ 533.45	\$ 4,849.56	\$ 4,794.14	\$ 1,004.55	\$ 4,295.33	\$ 115,607.44
Lead Operator	\$ 49,602.48	\$ 4,615.32	\$ 4,585.90	\$ 3,096.89	\$ 1,200.00	\$ 63,100.59	\$ 5,519.17	\$ 233.47	\$ 1,280.94	\$ 2,208.52	\$ 1,716.25	\$ 457.48	\$ 1,956.12	\$ 76,472.54
Water Operator	\$ 48,392.66	\$ 4,790.70	\$ 4,760.16	\$ 3,214.58	\$ 1,200.00	\$ 62,358.10	\$ 5,519.17	\$ 230.72	\$ 1,265.87	\$ 2,182.53	\$ 1,674.39	\$ 452.10	\$ 1,933.10	\$ 75,615.98
Water Operator	\$ 92,121.66	\$ 6,457.37	\$ 8,144.80	\$ 5,786.13	\$ 2,400.00	\$ 114,909.96	\$ 11,038.35	\$ 850.33	\$ 4,665.34	\$ 8,043.70	\$ 6,374.82	\$ 1,666.19	\$ 7,124.42	\$ 154,673.11
Water Operator	\$ 70,693.53	\$ 4,621.42	\$ 6,151.70	\$ 3,990.79	\$ 2,400.00	\$ 87,857.43	\$ 11,038.35	\$ 650.14	\$ 3,567.01	\$ 6,150.02	\$ 4,891.99	\$ 1,273.93	\$ 5,447.16	\$ 120,876.04
Water Operator	\$ 79,436.22	\$ 5,089.84	\$ 6,110.48	\$ 4,353.72	\$ 2,400.00	\$ 97,390.26	\$ 21,484.77	\$ 720.69	\$ 3,954.04	\$ 6,817.32	\$ 5,496.99	\$ 1,412.16	\$ 6,038.20	\$ 143,314.42
				\$ -										
Temp. Operator	\$ 20,000.00	\$ 920.14	\$ 59.68	\$ 7,276.59		\$ 28,256.42			\$ 217.57			\$ 409.72	\$ 1,751.90	\$ 30,635.61
Part Time Admin	\$ 1,790.75					\$ 1,790.75			\$ 13.79			\$ 25.97	\$ 111.03	\$ 1,941.53
Totals	\$ 625,375.51	\$ 27,338.96	\$ 30,317.40	\$ 27,718.69	\$ 11,400.00	\$ 722,150.57	\$ 107,276.33	\$ 4,657.37	\$ 19,806.30	\$ 44,056.18	\$ 38,377.43	\$ 9,561.61	\$ 40,884.12	\$ 986,769.91
Payroll	Sewer	Overtime	Doubletime	On Call	Cert Pay	Total	Health	Disability	WC	CalPERS	PARS	Medicare	SS	F/Y Total Sewer
GM	\$ 118,537.10					\$ 118,537.10	\$ 15,169.12	\$ 877.17	\$ 1,114.25	\$ 8,297.60	\$ 8,202.77	\$ 1,718.79	\$ 7,349.30	\$ 161,266.09
Superintendent	\$ 75,521.62	\$ 844.17	\$ 504.69		\$ 1,800.00	\$ 78,670.48	\$ 7,169.17	\$ 582.16	\$ 739.50	\$ 5,506.93	\$ 5,226.10	\$ 1,140.72	\$ 4,877.57	\$ 103,912.63
District Clerk	\$ 65,115.36					\$ 65,115.36	\$ 21,484.77	\$ 481.85	\$ 501.39	\$ 4,558.08	\$ 4,505.98	\$ 944.17	\$ 4,037.15	\$ 101,628.76
Totals	\$ 259,174.08	\$ 844.17	\$ 504.69	\$ -	\$ 1,800.00	\$ 262,322.94	\$ 43,823.06	\$ 1,941.19	\$ 2,355.14	\$ 18,362.61	\$ 17,934.85	\$ 3,803.68	\$ 16,264.02	\$ 366,807.49

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MWSD SEWER Capital Improvement Program
2021-22
SEWER SYSTEM

PROJECT	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26
MWSD CAPITAL PROJECTS					
Mechanical System Repairs & Replacements	\$ 75,000	\$ 50,000	\$ 50,000	\$ 974,500	\$ 810,000
Inflow & Infiltration Testing / Televising	\$ 25,000	\$ 30,000	\$ 15,000	\$ 15,000	\$ 15,000
Seal Cove Area Repair and Maint. Project	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Replace Pump Station Pumps	\$ 20,000	\$ 5,000	\$ 50,000	\$ 20,000	\$ 20,000
Replace Medium High Priority Sewer Mains	\$ 633,250	\$ 1,169,350	\$ 1,211,150	\$ 681,875	\$ 681,875
Spot Repairs Program	\$ 35,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Replace Distillery Pump Station	\$ 5,000	\$ 15,000	\$ 10,000	\$ 80,000	\$ 80,000
Cabrillo Hwy Express Sewer	\$ 1,092,960				
Pump Station Communication Upgrades	\$ 5,125	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
MWSD CAPITAL PROJECTS TOTAL:	\$ 1,906,335	\$ 1,311,850	\$ 1,378,650	1,813,875	1,649,375
Alternative Budget Items					
Express Sewer					
Cabrillo Hwy Phase 1B	\$ -	\$ 526,975	\$ 1,015,300	\$ 668,250	\$ 668,250
Pump Station MCC and Coatings					\$ 675,000
TOTAL ANNUAL COST	1,906,335	1,838,825	2,393,950	2,482,125	2,992,625

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MWSD
Five Year Capital Improvement Program
WATER SYSTEM

Existing Customer CIP - WATER		FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	5-Year CIP Total
Distribution System Renewal and Replacement Program (1)	\$	195,000	\$ 198,900	\$ 202,878	\$ 206,936	\$ 211,074	\$ 1,014,788
Water Conservation Program	\$	8,750	\$ 9,013	\$ 9,018	\$ 9,288	\$ 9,567	\$ 45,636
Storage Tank Rehabilitation Program (2)			\$ 350,000	\$ 1,000,000			\$ 1,350,000
Pillar Ridge Water Treatment Plan Rehabilitation	\$	350,000	\$ 150,000				\$ 500,000
Emergency Generator Replacement Program	\$	45,000	\$ 45,900	\$ 46,818	\$ 47,754	\$ 48,709	\$ 234,181
Vehicle Replacement Fund			\$ 40,000	\$ 41,200	\$ 42,436		\$ 123,636
EXISTING CUSTOMER CIP TOTAL	\$	598,750	\$ 793,813	\$ 1,299,914	\$ 306,414	\$ 269,350	\$ 3,268,241
New Customer CIP - WATER		FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	5-Year CIP Total
Water Main Upgrade Program (1)	\$	525,000	\$ 1,000,000	\$ 1,030,000	\$ 1,060,900	\$ 1,092,727	\$ 4,708,627
Existing Well Upgrade Program (3)			\$ 320,000	\$ 329,600	\$ 339,488		\$ 989,088
New and Upgraded PRV Stations' Program (4)			\$ 250,000	\$ 257,500	\$ 265,225	\$ 273,182	\$ 1,045,907
Emergency Generator Upgrade Program	\$	75,000	\$ 77,250	\$ 79,568	\$ 81,955	\$ 84,414	\$ 398,187
Portola Tank Telemetry Upgrade					\$ 250,000		\$ 250,000
Develop Additional Supply Reliability				\$ 100,000	\$ 350,000	\$ 1,000,000	\$ 1,450,000
NEW CUSTOMER CIP TOTAL	\$	600,000	\$ 1,647,250	\$ 1,796,668	\$ 2,347,568	\$ 2,450,323	\$ 8,841,809
Total Annual Capital Cost	\$	1,198,750	\$ 2,441,063	\$ 3,096,582	\$ 2,653,982	\$ 2,719,673	\$ 12,110,050
CAPITAL FUND BALANCE							
Beginning Balance	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -
Connection Fees	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Capital Fund TOTAL:	\$	-	\$ -	\$ -	\$ -	\$ -	\$ -
Less CIP	\$	(1,198,750)	\$ (2,441,063)	\$ (3,096,582)	\$ (2,653,982)	\$ (2,719,673)	\$ (12,110,050)
Total	\$	(1,198,750)	\$ (2,441,063)	\$ (3,096,582)	\$ (2,653,982)	\$ (2,719,673)	\$ (12,110,050)
Notes:							
(1) These programs include a project to merge the Alta Vista and Portola Zones to improve system reliability and to provide service to new customers. Proposed split is 50/50							
Additionally, in the following years of the CIP, these programs include a replacement of a failed main under and along Hwy 1							
(2) This project includes urgent repairs needed to the Portola Tank and is coupled with the above project (1) for cost efficiency							
(3) This project is for the Pillar Ridge wells' rehabilitation and upgrades							
(4) This project would add new PRV stations, sampling stations, valves, and upgrade existing							

Fiscal year 2021-2022

Budget Debt Service

	Original Issue Amount	Balance June 30, 2021	Additions	Retirements	Balance June 30, 2022	Interest Expense
Sewer						
CIEDB Loan (I Bank)	\$ 1,010,000	\$ 694,586		\$ 31,783	\$ 662,803	\$ 20,700
PNCEF Lease Obligation	\$ 927,222	\$ 422,014		\$ 68,370	\$ 353,644	\$ 11,535
Subtotal - Sewer		<u>\$ 1,116,600</u>	<u>\$ -</u>	<u>\$ 100,153</u>	<u>\$ 1,016,447</u>	<u>\$ 32,235</u>
Water						
General Obligation Bonds - 2020 Series	\$ 7,524,000	\$ 7,050,811		\$ 905,740	\$ 6,145,071	\$ 77,805
PNCEF Lease Obligation	\$ 927,222	\$ 422,014		\$ 68,370	\$ 353,644	\$ 11,535
SRF Loan	\$ 4,248,354	\$ 2,875,132		\$ 174,464	\$ 2,700,668	\$ 66,647
Subtotal - Water		<u>11,140,552</u>	<u>-</u>	<u>1,148,574</u>	<u>9,199,383</u>	<u>155,987</u>
Total Debt Service		<u>\$ 12,257,152</u>	<u>\$ -</u>	<u>\$ 1,248,727</u>	<u>\$ 10,215,830</u>	<u>\$ 188,223</u>

PNCEF lease obligation is split evenly between Sewer and Water.

The District entered into an agreement with the State of California Department of health under the Safe Drinking Water State Revolving Fund Law of 1947. This agreement constitutes funding in the form of a loan and a grant made by the State to the District to assist in financing the cost of studies, planning and other preliminary activities for a project which will enable the district to meet safe drinking water standards.

The 2012 General Obligation Bonds were refunded in November 2020 with the issuance of the 2020 General Obligation Bonds.

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Fiscal year 2020-2021 Budget Impact Area Operating Reserves

WATER

Water Operating Account as of April 30, 2021

Wells Fargo Checking: \$ 861,909

Current Operating Reserves as of April 30, 2021

Operating: \$ 46,009

Operating Reserve:

The District's Water Operating Reserve target is two months of operating expenses.
Based on fiscal year 2021-22 budget the amount of operating reserves is as follows:

Target calculation

\$	1,978,770	Budgeted fiscal year 2021-22
	<u>12</u>	Months
\$	164,897	Monthly budgeted operating expenses
	<u>x 2</u>	Two months expenditures
<u>\$</u>	<u>329,795</u>	Target Reserve

Conclusion:

Currently, the District has sufficient Operating Water Reserves for Fiscal Year 2021-2022

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Fiscal year 2020-2021 Budget Impact Area Operating Reserves

SEWER

Sewer Operating Account as of April 30, 2020

Wells Fargo Checking \$ 4,788,940

Current Reserves as of April 30, 2020

Operating: \$ 406,882

Operating Reserve:

For the District's Sewer Operating Reserve, the maximum target amount shall equal ten months' of operating expenses and the minimum target amount shall equal two months' of operating expenses.

Based on fiscal year 2021-22 budget the amount of operating reserves is as follows:

Minimum Target		
\$	2,917,539	Budgeted fiscal year 2020-21
	12	Months
<hr/>		
\$	243,128	Monthly budgeted operating expenses
	x 2	Monthly budgeted operating expenses
<hr/>		
\$	486,257	Minimum Target Reserve

Maximum Target		
\$	2,917,539	Budgeted fiscal year 2020-21
	12	Months
<hr/>		
\$	243,128	Monthly budgeted operating expenses
	x 10	Monthly budgeted operating expenses
<hr/>		
\$	1,945,026	Maximum Target Reserve

Conclusion: Year

Currently, the District has insufficient dedicated operating Sewer Reserves for Fiscal Year 2021-22

Beginning in Fiscal Year 2020-21 the minimum target reserve amount will be set aside in the District's LAIF account and displayed on the balance sheet.

Fiscal year 2020-2021 Budget Impact Area Capital and Connection Reserves

CAPITAL RESERVE

Capital Reserve:

For the Water and Sewer capital reserves, the target amounts are based on district engineers' estimates of the annual costs to replace water and sewer facilities and the five year capital improvement plans (CIP). Each Utility enterprise shall have a separate capital reserve. The maximum target amount shall equal the highest total annual amount shown in the CIP applicable to existing customers plus the district engineer's estimate of annual replacement capital project costs. The minimum target amount shall equal the lowest total annual amount shown in the CIP applicable to existing customers plus the district engineers' estimate of annual replacement capital project costs.

WATER

Current Capital Reserves as of April 30, 2021

Capital: \$ 398,249

Minimum Target

\$ 1,198,750	Lowest year CIP existing customers (fiscal year 2021-22)
\$ 750,000	Engineer estimate
<u>\$ 1,948,750</u>	Minimum target

Maximum Target

\$ 3,096,582	Highest year CIP existing customers (fiscal year 2023-24)
\$ 750,000	Engineer estimate
<u>\$ 3,846,582</u>	Maximum target

Conclusion:

Based on the above, the District does not have sufficient reserves for the minimum target Capital reserve.

Fiscal year 2020-2021 Budget Impact Area Capital and Connection Reserves

SEWER

Current Capital Reserves as of April 30, 2020

Capital: \$ 4,008,979

Minimum Target

\$ 1,838,825 Lowest year CIP existing customers (fiscal year 2022-23)

\$ 1,177,000 Engineer estimate

\$ 3,015,825 Minimum target

Maximum Target

\$ 2,992,625 Highest year CIP existing customers (fiscal year 2025-26)

\$ 1,177,000 Engineer estimate

\$ 4,169,625 Maximum target

Conclusion:

Based on the above, the District has sufficient reserves for Capital minimum & maximum target.

CONNECTION FEE RESERVE

Connection Fees:

Provides funds for expansion-related capital projects caused by increases in new water and sewer customers. The connection fee reserves are restricted pursuant to Government Code Section 66013.

The water and sewer connection fee reserves shall equal one year's revenue.

WATER

At the beginning of the fiscal year, the budgeted amounts will be set aside as a reserve.

Fiscal year 2021-22 amount to be reserved is \$150,000.

SEWER

At the beginning of the fiscal year, the budgeted amounts will be set aside as a reserve.

Fiscal year 2021-22 amount to be reserved is \$150,000.

Sewer

Personnel

CalPERS 457 Deferred Plan:	5810
Employee Benefits:	5820
Disability Benefits:	5830
Payroll Taxes:	5840
Worker's Compensation Insurance:	5960
Management:	5910
Staff :	5920
Staff Certification:	5930
Staff Overtime:	5940
Staff Standby:	5950

Professional Services

Accounting:	5610
Audit:	5620
Consulting:	5630
Data Services:	5640
Labor & HR Support:	5650
Payroll Services:	5660
Other Professional Services:	5690
Meeting Attendance, Legal:	5420
General Legal:	5430
Litigation:	5440

Facilities & Administration

Alarm Services:	6335
Landscaping:	6337
Office Supplies:	5540
Postage:	5550
Printing & Publishing:	5560
Telephone & Internet:	5720
Other Administrative:	5790
Maintenance, Office:	5510

Engineering

Meeting Attendance, Engineering:	6210
General Engineering:	6220

Pumping

Pumping Fuel & Electricity:	6410
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Sewer Authority Mid-Coastside

SAM Collections:	6910
SAM Operations:	6920
SAM Prior-Year Adjustment:	6930
SAM Maintenance, Collection System:	6940
SAM Maintenance, Pumping:	6950

All other Accounts

Bank Fees:	5190
Board Meetings:	5210
Director Fees:	5220
Election Expenses:	5230
Conference Attendance:	5250
Information Systems:	5270
Fidelity Bond:	5310
Property & Liability Insurance:	5320
LAFCO Assessment:	5350
Meetings, Local:	5520
San Mateo County Tax Roll Charges:	5710
Mileage Reimbursement:	5730
Reference Materials:	5740
Claims, Property Damage:	6170
Education & Training:	6195
Equipment & Tools, Expensed:	6320
Pumping Fuel & Electricity:	6410
Maintenance, Collection System:	6660
Fuel:	6810
Truck Equipment, Expensed:	6820
Truck Repairs:	6830
Total Other Operations:	6890

Water

Personnel

CalPERS 457 Deferred Plan:	5810
Employee Benefits:	5820
Disability Benefits:	5830
Payroll Taxes:	5840
Worker's Compensation Insurance:	5960
Management:	5910
Staff :	5920
Staff Certification:	5930
Staff Overtime:	5940
Staff Standby:	5950

Professional Services

Accounting:	5610
Audit:	5620
Consulting:	5630
Data Services:	5640
Labor & HR Support:	5650
Payroll Services:	5660
Other Professional Services:	5690
Meeting Attendance, Legal:	5420
General Legal:	5430
Litigation:	5440

Facilities & Administration

Alarm Services:	6335
Landscaping:	6337
Office Supplies:	5540
Postage:	5550
Printing & Publishing:	5560
Fidelity Bond:	5310
Maintenance, Office:	5510
Telephone & Internet:	5720
Other Administrative:	5790

Engineering

Meeting Attendance, Engineering:	6210
General Engineering:	6220
Water Quality Engineering:	6230

Pumping

Pumping Fuel & Electricity:	6410
Pumping Maintenance, Generators:	6420
Pumping Maintenance, General:	6430
Pumping Equipment, Expensed:	6440

Supply

Maintenance, Raw Water Mains:	6510
Maintenance, Wells:	6520
Water Purchases:	6530

Collection/Transmission

Hydrants:	6610
Maintenance, Water Mains:	6620
Maintenance, Water Service Lines:	6630
Maintenance, Tanks:	6640
Maintenance, Distribution General:	6650
Meters:	6670

Treatment

Chemicals & Filtering:	6710
Maintenance, Treatment Equipment:	6720
Treatment Analysis:	6730

All other Accounts

Bank Fees:	5190
Board Meetings:	5210
Director Fees:	5220
Election Expenses:	5230
CDPH Fees:	5240
Conference Attendance:	5250
Information Systems:	5270
Property & Liability Insurance:	5320
LAFCO Assessment:	5350
Meetings, Local:	5520
Memberships:	5530
Mileage Reimbursement:	5730
Reference Materials:	5740
Backflow Prevention:	6160
Claims, Property Damage:	6170
SCADA Maintenance:	6185
Internet & Telephone, Communications:	6187
Education & Training:	6195
Equipment & Tools, Expensed:	6320
Lab Supplies & Equipment:	6370
Meter Reading:	6380
Uniforms:	6770
Fuel:	6810
Truck Equipment, Expensed:	6820
Truck Repairs:	6830
Other Operations:	6890



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 3, 2021**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: General Manager's Report

OPERATIONS REPORT

May 2021

811 Dig Alerts

- 5/3/2021-1015 pearl ave, Sewer Lateral Replacement
 - 741 Franklin st, Tree Removal
 - Cabrillo hwy X Virginia ave, directional boring to for traffic pole foundation
 - Cabrillo Hwy X Cypress Ave, replace / repair Water Main
 - 580 marine, install gas meter
- 5/7/2021 – 131 Madrone Ave, replace gas riser
- 5/11/2021 – 247 3rd st, Landscape construction
 - 670 stetson st, installing gas line
 - 700 harte st, Stump grinding
- 5/13/2021 – Franklin x Elm st, pole and anchor changeout and new stub pole instalation
 - 795 Harte st, replace sewer line
 - 1190 Cedar st, replace front landscape
 - 1015 Tamarind st, Fence work
- 5/17/221 - Cedar St from Harte st to 1201 Cedar, Sewer main replacement
 - 540 stetson, Horizontal boring to install water service
 - 670 stetson, repair curb and gutter and install driveway and dwelling
 - 147 Arbor ln, replace driveway
- 5/18/21 – 810 Stetson, surface restoration
- 5/19/21 - 16th st x Cabrillo hwy, replace old PGE pole
 - 2120 Vallemar, concrete repair at meter
 - 1032 Cedar, repairing drainage line
- 5/25/21 – Hate x Birch x Cedar, sewer main replacement
 - 325 Virginia, excavate to install PGE conduit
- 5/26/21 – 467 5th, replace asphalt section
 - 1015 Pearl, lateral replacement
 - 101 Arbor, Remove and replace ATT splice box
 - 2006 Vallemar, explore and trench for tree roots
 - Stetson x Admiral x Kelmore, swere main replacement



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 3, 2021**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

Work Orders

- 5/03/2021 – 771 stetson st, Homeowner is moving out, turned off water took final read and left door tag
- 5/04/2021 – 890 Kelmore st, homeowner is moving out, took final read, left water on and left door tag on fence gate
- 5/05/2021 – 774 sierra st, customer experiencing low water pressure, checked nearest hydrant and surrounding homes, took off meter and checked poessure at MWSD stop valve, determined to be failing pressure reducer valve located in garage
- 5/07/2021- 920 wave st, Spike in usage, checked meter and discovered leaking gasket on meter nut, replaced gasket and profiled to calculate water loss/ credit
 - 655 Vue De Mar, took photo of meter face showing model size and type and attached to workorder
 - 1000 etheldore st, new tenant moving in, took final read, left water on and did not leave door tag
 - 1161 tamarind st, tenants moving out abnd homeowner requested bill to be placed under his name, took final read and left water on, no door tag
 - 525 buena vista st, Tamper repair for water meter
 - 405 lancaster blvd, tamper repair for water meter
- 5/10/2021 – 771 stetson st, new owners, verify read and turned water on, noticed blue dial spinning and called new homeowner to check house for open faucets or spigots.
 - 834 stetson st, customer has 10 unit spike in usage, customer requested leak profile, profile taken and information sent to customer
 - 800 stetson, customer has spike in usage, concerned about possible ongoing leak, profile was taken and sent to customer who discovered constant flow through downstairs toilet. Leak adjustment prepared and sent out to customer
- 5/12/2021- 551 Kelmore st, customer has spike in usage, concerned about potential leak so profile was taken and determined irrigation system was leading to spike in usage
 - 333 cypress ave, meter had padlock due to service line not yet installed. Customer called to had padlock removed to check water pressure and connect to new service line



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- 5/17/2021 – 502 5th st, customer received leak notice and requested profile. Profile taken and emailed to customer
 - 1420 hill st, homeowner sold home, took final read left water on did not leave door tag
 - 491 6th, customer received leak notice and requested profile. Profile taken and results were emailed to customer
- 5/18/2021 – 430 8th, customer received leak notice and requested profile. Profile was taken and results were emailed to customer.
- 5/21/2021 – 1375 Audubon, customer called to complain that water tastes like chlorine. Water quality samples taken and chlorine residual found to be within treatment guidelines. Informed customer of findings and answered questions.
- 5/24/2021 – 1345 Birch, customer has general questions about meter. Answered all customer's questions and had extra information sent to them via email.
- 5/25/2021 – 580 Stetson, please check if this address has water service. Address was found to have an active existing water connection.
 - 30 Bernal, please install construction meter. Meter was installed and reading logged
 - 658 Kelmore, sold home. Information taken and door tag left for new customer.
- 5/26/2021 – Buena Vista/ Las Flores, new owner. Read taken.
 - 1385 Birch, tenant moving out. Took final read and left door tag.
 - 11 Juliana, tenant moving out. Took final read and left door tag

After Hours Call Outs

- 5/16/2021 – PRTP high settling tank troubleshoot and reset
- 5/20/2021 – Work with Maggiora to pull Portola well 3 pump and drop pipe (hole in check valve preventing proper well function), taking opportunity to upgrade check valves to hardened brass that are specially designed for VFD ran high pressure wells. Replacing drop pipe with better quality steel and pump and motor due to run hours and age.

Repairs and Leaks

- Cypress st main that runs under hwy 1 sprung a leak, had to locate old valves that were not on District map and chase leak. Leak was directly under hwy 1 and could not be repaired. Installed a new gate valve in place near hydrant #80 to close broken appendage, found an old forgotten valve on other side of the street and closed it, forcing water to be back fed to



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **June 3, 2021**

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FROM: Clemens Heldmaier, General Manager
distillery zone by Marin st main. Plans to insert a new seamless HDPE 6” pipe through existing sleeve are in motion and expected to be completed by end of June.

- 8322 Cabrillo Hwy 2” steel main had pin hole leak, repaired with redi clamp.

Misc Field Work

- 5/20/2021 – Ongoing – Work with Maggiora to pull Portola well 3 pump and drop pipe (hole in check valve preventing proper well function), taking opportunity to upgrade check valves to hardened brass that are specially designed for VFD ran high pressure wells. Replacing drop pipe with better quality steel and pump and motor due to run hours and age. Plan on having Portola Well 3 back online by 6/15 or sooner.

Projects: This year’s Sewer Improvement Project is scheduled to commence soon. The implementation is on hold due to SMC and Caltrans permit delays.

General Manager Leave: The General Manager will be out of the office from June 7-11 and on June 25.

Covid-19: MWSD offices remain closed to the public since March 16, 2020. SOP’s for Covid-19 office and employee safety were updated since new health orders were issued. Non-essential construction and permitting is allowed in SMC and MWSD operations is working at full capacity always adhering to social distancing guidelines.

Newsletter: The June-July MWSD Newsletter is published online and attached to this report

RECOMMENDATION:

This is for Board information only.

Attachment



Montara Water & Sanitary District

Staying Ahead of our Local Community Needs

Montara Water and Sanitary District (MWSD) works every day to deliver water, garbage and sewer services for the residents of Montara and Moss Beach. Over 6,000 residents rely on our services for their homes and businesses.

June - July 2021

News for You: Drought; Annual Water Quality Report Available; New Community Service Academy; Sewer Work Starting

STAGE 1 DROUGHT - *SEQUÍA ETAPA 1* Always Conserving Water

Siempre conserva el agua

California and our Coastsides are experiencing a second year of dry conditions. Though our water supplies are adequate to meet our current local needs, MWSD maintains Stage 1 Drought status to encourage water conservation every day.

Take action today: *(Para obtener consejos importantes sobre cómo conservar agua, llame (650) 728-3545.)*

- Irrigate outdoor areas in early morning or late evening.
- Don't allow water to run-off your property.
- Don't over water! Fix leaks within 5 days!
- Don't hose down cars, equipment or driveways. Wash your car at a car wash that recycles water.
- No washing of streets, parking lots and buildings*.
- Use automatic shut-off devices on hose or filling apparatuses.
- No fill or refill of swimming pools, spas, artificial lakes, ponds or streams*.
- No outdoor water use of any kind during power outages.

**except as necessary for public health or fire protection*

Maintaining Our Complex Sewer System

At the end of May, work started on our spring/summer Montara Sewer Improvement Program project. Work will rehabilitate and seal sewer mains (and private laterals for willing participants) in the areas of Date/Cedar streets in Montara, and on Stetson/Admiral, Wave/Terrace, and Virginia streets in Moss Beach.

Our contractor is also inspecting and cleaning pipes throughout the district. This work identifies needed spot repairs that will improve cleaning efficiency.

About a mile of pipelines and up to 95 sewer laterals are planned for rehabilitation this year!

2021 Consumer Confidence Report - Annual Water Quality Report

Your 2021 Consumer Confidence Report (CCR) is now available online at mwsd.montara.org/2020-water-quality

This report contains important information about your drinking water. If you would like a paper copy of the 2021 CCR mailed to you or would like to speak with someone about the report, please call (650) 728-3545 or contact Montara Water and Sanitary District at 8888 Cabrillo Hwy., Montara, CA 94037.

Este comunicado tiene información muy importante sobre su agua potable. Favor de comunicarse a Montara Water and Sanitary District 8888 Cabrillo Hwy., Montara, CA 94037 o (650) 728-3545 para asistirlo en español.

New Elected Community Service Academy - Session #1 July 28, 2021

Serving your community helps ensure decisions are made locally. Join MWSD for a three session academy about roles, responsibilities and what it takes to run for and win an elected role in this community.

Servir a su comunidad ayuda a garantizar que las decisiones se tomen localmente. Únase a MWSD para una academia de tres sesiones sobre roles, responsabilidades y procesos para postularse y ganar un rol electo en esta comunidad.

Together we will review:

- Roles and Responsibilities of Elected Leaders
- Candidate Filing and Campaign Requirements
- The Election Calendar

Juntos repasaremos:

- Funciones y responsabilidades de los líderes electos
- Requisitos de campaña y presentación de candidatos
- El calendario electoral

Register Online at/Registrarse en línea en:

MWSD.MONTARA.ORG

As our community continues its recovery from COVID-19, MWSD is committed to providing safe public access via ZOOM teleconference for our regularly scheduled public meetings for the foreseeable future.

Board Meetings on the 1st and 3rd Thursday of each month at 7:30 p.m. at 8888 Cabrillo Highway, Montara.

Call: (650) 728-3545

Email: mwsd@coastside.net

Visit: mwsd.montara.org