



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

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

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

# AGENDA

**District Board of Directors**

**November 18, 2021 at 7:30 p.m.**

**THIS MEETING WILL BE HELD REMOTELY UNDER PARAGRAPH (1) OF SUBDIVISION (e) OF GOVERNMENT CODE SECTION 54953 DUE TO THE CURRENT PROCLAIMED STATE OF EMERGENCY. THIS MEETING WILL NOT HAVE A PHYSICAL LOCATION.**

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

ZOOM MEETING INFORMATION:

WEBSITE: <https://us02web.zoom.us/j/86170511212?pwd=RU4yaHNheFU2dWVJQmVZNExyQzJIQT09>

MEETING ID: 861 7051 1212

Password: 801218

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/wuZKb9gwEY7sMACIIsr7VSJgIB35kNZA/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 is available for every Zoom user wishing to speak and should be used to alert the President of the intent to comment.

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

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

## **CALL TO ORDER**

## **ROLL CALL**

## **PRESIDENT’S STATEMENT**

## **ORAL COMMENTS** (Items other than those on the agenda)

## **PUBLIC HEARING (none)**

## **CONSENT AGENDA (none)**

## **OLD BUSINESS (none)**

## **NEW BUSINESS**

1. [Information about SB 1383 San Mateo County Edible Food Recovery Program.](#)
2. [Review and Possible Action Concerning Water Main Extension Agreement for New Service Connection at 1490 Cypress, Montara APN 036-261-180.](#)
3. [Review and Possible Action Concerning Approval of Well Maintenance.](#)
4. [Review and Possible Action Concerning San Mateo County “Connect The Coastside” Final Plan Draft.](#)

## 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

- Public Hearing - SMC County Edible Food Recovery Program MOU
- Public Hearing – Prop 218 Solid Waste Fees
- Public Hearing – Revisions to the Master Fee Schedule
- Code Amendments addressing requirements in regards to ADU's and SB9, SB10
- Temporary Changes to Vacation Payout and Scheduling due to Covid 19
- Receipt of FY 20-21 Audit

## 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 Superior Court 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)

### **CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION** (Government Code §54956.9(d)(4)) Initiation of Litigation (1 potential case)

## REPORT OF ACTION TAKEN IN CLOSED SESSION, IF ANY

### ADJOURNMENT

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



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **November 18, 2021**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

**SUBJECT: Information about SB 1383 San Mateo County  
Edible Food Recovery Program.**

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The District is required to comply with SB 1383 starting in January 2022. Composting services will be provided within MWSD by Recology of the Coast at the beginning of next year.

San Mateo County's Office of Sustainability has offered to fulfill MWSD's SB 1383 edible food recovery requirements on behalf of the District. The County has developed an edible food recovery MOU that was reviewed by District counsel and is scheduled to be adopted by this board at a public hearing on December 2, 2021. The MOU must be in place between District and County to designate the County as responsible for fulfilling these requirements.

San Mateo County will develop a uniform edible food recovery program for the unincorporated areas and comply with the implementation and record keeping required by the law.

The County's Senior Sustainability Specialist for Waste Reduction, Jack Johnson, will be available to provide details about the program and agreement.

## RECOMMENDATION:

This item is for information only.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **November 18, 2021**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

**SUBJECT: Review and Possible Action Concerning Water Main Extension Agreement for New Service Connection at 1490 Cypress, Montara, APN 036-261-180**

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Applicant David Morris and Owners David Morris and Lori Rhodes filed Existing Service Application with Montara Water and Sanitary District (MWSD or District) for domestic water, private fire protection (PFP), and sewer services for an existing development located at 1490 Cypress, Montara, CA (APN 036-261-180). In accordance with the District's code, the proposed project requires an approximately 381-foot, 6-inch-diameter water main extension in the public right-of-way, from the existing water main located on Sunshine Valley Road to the existing dwelling at 1490 Cypress Street in order to eventually provide domestic water and PFP services to the proposed new development. The proposed construction only includes the main extension and installation of a new fire hydrant, but not to provide domestic water and PFP services. The proposed water main extension was designed by the applicant's engineer in accordance to District's codes and standard specifications.

The main extension design drawings have been approved by the District Water Engineer. The Applicant reached agreement with the District-certified contractor, Mossa Excavation, through sole source selection for a total cost of \$79,500.00 dollars on November 1, 2021. The Applicant is responsible to cover all costs to furnish all labor, materials and equipment for construction related to water main extension. Staff is seeking Board's approval to enter into the Agreement for Construction and Acquisition of Water Main Extension with the Applicant. The agreement is included in **Exhibit A**. The applicant will need to provide proof of insurance, payment bond and faithful performance bond prior to construction of the water main.

## RECOMMENDATION:

Adopt Resolution Approving Water Main Extension and Authorizing Execution of Agreement for Construction and Acquisition of Water Main Extension for the new water service connection project at 1490 Cypress Street, Montara, APN 036-261-180, under the conditions that the applicant will provide proof of insurance, payment bond and faithful performance bond in order to fully execute the agreement, prior to construction of the water main.

Attachment



# **MONTARA WATER AND SANITARY DISTRICT AGENDA**

For Meeting Of: **November 18, 2021**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

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

**RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT APPROVING A WATER MAIN EXTENSION AND AUTHORIZING EXECUTION OF AGREEMENT FOR CONSTRUCTION AND ACQUISITION OF WATER MAIN EXTENSION (APN 036-261-180)**

**WHEREAS**, David Morris and Lori Rhodes ("Applicant") own real property located at 1490 Cypress, Montara, California, more particularly described as Assessor's Parcel Number 036-261-180 ("Real Property"); and

**WHEREAS**, Applicant submitted an application for water service by the District's water system to serve a proposed development on the Real Property in accordance with the Montara Water and Sanitary District ("District") Code Section 5-3.100 ("Service Application"), which requires the financing, construction and dedication of a main extension beyond the District's existing facilities ("Main Extension"); and

**WHEREAS**, Applicant submitted plans, profiles and specifications for the Main Extension, which have been reviewed and approved by the District's Engineer and the District's General Manager for conformance with District's requirements under District Code Section 5-4.222; and

**WHEREAS**, pursuant to District Code Section 5-4.203, the District and the Applicant have agreed upon the terms and conditions for the Main Extension and that are included in the agreement entitled "Agreement for Construction and Acquisition of Water Main Extension" ("Agreement"); and

**WHEREAS**, the District Board desires to enter into the Agreement and approve Applicant's Service Application.

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

1. Applicant's Service Application is hereby approved subject to the terms and conditions contained in the attached form of the Agreement, which is further approved and the General Manager is authorized to execute and record the Agreement.

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President, Montara Water and Sanitary District

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

**RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT APPROVING A WATER MAIN EXTENSION AND AUTHORIZING EXECUTION OF AGREEMENT FOR CONSTRUCTION AND ACQUISITION OF WATER MAIN EXTENSION (APN 036-261-180)**

COUNTERSIGNED:

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

\* \* \* \*

I HEREBY CERTIFY that the foregoing Resolution No. \_\_\_\_\_ duly and regularly adopted and passed by the Board of the Montara Water and Sanitary District, County of San Mateo, California, at a Regular Adjourned Meeting thereof held on the 18<sup>th</sup> day of November 2021, by the following vote:

AYES, Directors:

ABSTENTION:

NOES, Directors:

ABSENT, Directors:

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





# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **November 18, 2021**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

**SUBJECT: Review and Possible Action Concerning  
Approval of Well Maintenance.**

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District staff would like to take advantage of the winter months to perform some needed maintenance on some of our wells. Water demands will be lower, the AV surface water treatment plant in operation and able to offset the well production of the wells taken out of service during repairs. Due to the unique setting of the wells in solid granitic bedrock, the District sole sourced this type of work to Maggiora Bros. Drilling, Inc. The work in local granitic aquifer requires experienced drill rig operators and specific equipment. Therefore staff suggests to sole source the well repairs to Maggiora Bros.

The District's newest well, the Alta Vista Well, was constructed in 2006 and placed in service in 2007. Now, 15 years later, the above ground wellhead aperture is heavily corroded and in need for repair. Removal of the wellhead also requires lifting of the well riser pipe and pump equipment. The existing well pump is the originally installed pump and may reach the end of its useful life. One of the attached quotes from Maggiora Bros. Drilling, Inc. over ~\$40,000 is for the replacement of the AV wellhead and well pump equipment.

The District's Portola 4 well was deepened by Maggiora Bros in 2017, however, collapsed in the last phase of the deepening and was not in use since then. One of quotes attached for \$9,400 is for cleaning the well and preparing it to be brought back to service. There is a high probability but no guarantee that the suggested work to clean the well will be sufficient to bring the well back into service. If the suggested cleaning with air rotary equipment is unsuccessful, the well can be repaired with a more expensive mud-rotary equipment and well sleeve insertion at a later time.

The Portola 1 well, has also been out of service since some year's due to declining water production. The attached quote by the contractor over \$20,300 is for work to rehabilitate and deepen the well. This work will be documented by the District's hydrologists Balance Hydrologic. The cost to oversee the well deepening is not included in the quote and is estimated to be less than \$10,000.

## RECOMMENDATION:

Adopt Resolution No.\_\_\_\_, Resolution of the Montara Water and Sanitary District Approving and Authorizing Waiver of Competitive Bidding for Well Maintenance Repairs. Waive the formal bidding requirements on the ground that the personnel and associated equipment for the work are available from a sole source. Approve contract documents and authorize Manager to accept proposal and execute contract documents up to \$75,000 for the three well repairs.



# **MONTARA WATER AND SANITARY DISTRICT AGENDA**

For Meeting Of: **November 18, 2021**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

Attachment

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

**RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT APPROVING AND AUTHORIZING WAIVER OF COMPETITIVE BIDDING FOR WELL MAINTENANCE REPAIRS**

**WHEREAS**, concurrently with adoption hereof, this Board has approved contract documents for the maintenance and repair of the District's Alta Vista Well and Portola 1 and 4 Wells ("Project"); and

**WHEREAS**, the Project includes maintenance and repair activities that require experienced drill rig operators and specialized equipment due to the unique setting of the wells in solid granitic bedrock; and

**WHEREAS**, competitive bidding for the Project would not provide the aforesaid specialized skill and equipment required in such an environment, and the public interest would not be served by strict compliance with said requirements; and

**WHEREAS**, this Board finds that the below referenced proposal by Maggiora Bros. Drilling, Inc., provides said specialized skill and equipment required for the Project.

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

1. The above recitals are hereby incorporated herein as findings of fact.
2. This Board hereby determines that strict compliance with competitive bidding requirements for the Project would not serve the public interest and, therefore, are hereby waived.
3. That certain proposal for the Project received from Maggiora Bros. Drilling, Inc., a copy of which is on file the District's Administrative Offices, to which reference is hereby made for the full particulars thereof, is hereby approved and the District's General Manager is authorized and directed to accept said proposal and execute such documents to accomplish the purpose thereof in an amount not to exceed Seventy Five Thousand Dollars (\$75,000).

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President, Montara Water and Sanitary District

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

**RESOLUTION OF THE MONTARA WATER AND SANITARY  
DISTRICT APPROVING AND AUTHORIZING WAIVER OF  
COMPETITIVE BIDDING FOR WELL MAINTENANCE REPAIRS**

COUNTERSIGNED:

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

\* \* \* \*

I HEREBY CERTIFY that the foregoing Resolution No. \_\_\_\_\_ duly and regularly adopted and passed by the Board of the Montara Water and Sanitary District, County of San Mateo, California, at a Regular Adjourned Meeting thereof held on the 18<sup>th</sup> day of November 2021, by the following vote:

AYES, Directors:

ABSTENTION:

NOES, Directors:

ABSENT, Directors:

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

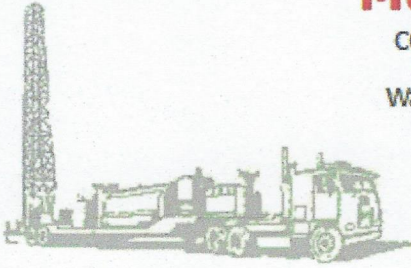
# Maggiore Bros Drilling, Inc.

CORPORATE OFFICE  
595 Airport Blvd  
Watsonville, CA 95076  
(831) 724-1338

BRANCH OFFICE  
2001 Shelton Drive  
Hollister, CA 95023  
(831) 637-8228

(800) 728-1480

STATE CONTRACTORS LICENSE #249957



**Attention:** JULIAN MARTINEZ

**Date:** 10/20/2021 **Quote No.:** 103833 **Rev No.:** 0

**Billing Address:**

MONTARA WATER/SAN. DISTRICT  
P.O BOX 370131  
MONTARA, CA 94037

**Job Address:**

MONTARA WATER/SAN. DISTRICT  
WELL P-4  
MONTARA, CA 94037

**Phone:** (650) 766-6986

**Job Attention:** JULIAN MARTINEZ

**Phone:** (650) 766-6986

**Fax:**

**Fax:**

**Email:** CLERK.MWSD@COASTSIDE.NET

**Email:** CLERK.MWSD@COASTSIDE.NET

The following is Maggiore Bros. Drilling, Inc. proposal to attempt to clean out the existing well based on drilling out the debris via the air rotary method. Proposal is based on disposal of drill cuttings and fluids on site.

DESCRIPTION	QTY	UOM	UNIT PRICE	ITEM TOTAL
MOBILIZATION / DEMOBILIZATION	1	LS	5,000.00	5,000.00
DRILLING RIG - ATTEMPT TO CLEAN OUT WELL VIA AIR ROTARY	8	HR	550.00	4,400.00

**Total Labor and Materials: \$9,400.00**

1. NON REFUNDABLE PERMIT FEE, on Quote is due PRIOR to getting on the SCHEDULING BOARD.
2. 50% Deposit due BEFORE moving ON SITE.  
If job is cancelled AFTER move-in, a MINIMUM CHARGE of \$1,000.00 is due.
3. Balance due upon completion.
4. Proposal is valid 1 month from date above

Enter Guarantee

Enter Acceptance

Michael Maggiore

10/20/2021

Authorized Salesperson

Date

Customer Acceptance

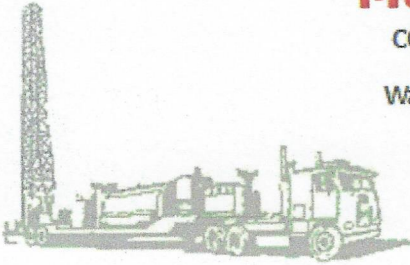
Date

# Maggiore Bros Drilling, Inc.

CORPORATE OFFICE  
595 Airport Blvd  
Watsonville, CA 95076  
(831) 724-1338

BRANCH OFFICE  
2001 Shelton Drive  
Hollister, CA 95023  
(831) 637-8228  
(800) 728-1480

STATE CONTRACTORS LICENSE #249957



**Attention:** JULIAN MARTINEZ

**Date:**

**Quote No.:** 103834

**Rev No.:** 0

**Billing Address:**

MONTARA WATER/SAN. DISTRICT  
P.O BOX 370131  
MONTARA, CA 94037

**Job Address:**

MONTARA WATER/SAN. DISTRICT  
P1  
MONTARA, CA 94037

**Phone:** (650) 766-6986

**Job Attention:** JULIAN MARTINEZ

**Phone:** (650) 766-6986

**Fax:**

**Fax:**

**Email:** CLERK.MWSD@COASTSIDE.NET

**Email:** CLERK.MWSD@COASTSIDE.NET

The following is Maggiore Bros. Drilling, Inc. proposal to drill out and deepen an existing well. Proposal does not include well casing, or off-site disposal of drill cuttings or fluids.

DESCRIPTION	QTY	UOM	UNIT PRICE	ITEM TOTAL
MOBILIZATION / DEMOBILIZATION	1	LS	7,500.00	7,500.00
DRILLING RIG - AIR ROTARY DRILLING TO DEEPEN WELL	20	HR	550.00	11,000.00
SAN MATEO COUNTY WELL DRILLING PERMIT	1	EA	1,800.00	1,800.00
<b>Total Labor and Materials:</b>				<b>\$20,300.00</b>

1. NON REFUNDABLE PERMIT FEE, on Quote is due PRIOR to getting on the SCHEDULING BOARD.
2. 50% Deposit due BEFORE moving ON SITE.  
If job is cancelled AFTER move-in, a MINIMUM CHARGE of \$1,000.00 is due.
3. Balance due upon completion.
4. Proposal is valid 1 month from date above

Enter Guarantee

Enter Acceptance

Michael Maggiore

\_\_\_\_\_  
Authorized Salesperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Customer Acceptance

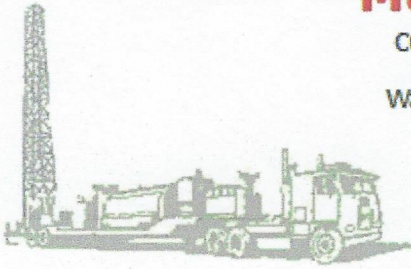
\_\_\_\_\_  
Date

# Maggiora Bros Drilling, Inc.

CORPORATE OFFICE  
595 Airport Blvd  
Watsonville, CA 95076  
(831) 724-1338

BRANCH OFFICE  
2001 Shelton Drive  
Hollister, CA 95023  
(831) 637-8228  
(800) 728-1480

STATE CONTRACTORS LICENSE #249957



Attention: JULIAN MARTINEZ

Date:

Quote No.: 103831

Rev No.: 0

**Billing Address:**

MONTARA WATER/SAN. DISTRICT  
P.O BOX 370131  
MONTARA, CA 94037

**Job Address:**

MONTARA WATER/SAN. DISTRICT  
AV WELL  
MONTARA, CA 94037

Phone: (650) 766-6986

Phone: (650) 766-6986

Fax:

Fax:

Email: CLERK.MWSD@COASTSIDE.NET

Email: CLERK.MWSD@COASTSIDE.NET

A. The following is Maggiora Bros. Drilling, Inc. proposal to pull and replace the existing 25 Hp submersible well pump equipment, including fabricating and new discharge head. Sales tax included in this proposal.

DESCRIPTION	QTY	UOM	UNIT PRICE	ITEM TOTAL
MOBILIZATION / DEMOBILIZATION	1	LS	2,500.00	2,500.00
PUMP RIG - PULL SUBMERSIBLE WELL PUMP	1	LS	2,850.00	2,850.00
GOULDS 6CLC-8 BOWL UNIT WITH 25 HP, 480 VOLT, 3 PHASE MOTOR	1	EA	9,255.00	9,255.00
PIPE GALV 4"	504	LF	27.00	13,608.00
VALVE, CHECK 4" VFD DUCT IRON	2	EA	895.00	1,790.00
PIPE PVC SCH 40 1" SOUNDING TUBE	504	LF	2.00	1,008.00
WIRE FLAT JACKET 8/3 W/GD	510	LF	3.25	1,657.50
FABRICATED DISCHARGE HEAD	1	EA	2,500.00	2,500.00
SPLICE KIT AND BANDING MATERIAL	1	LS	625.00	625.00
MISC. PLUMBING AND ELECTRICAL	1	LS	250.00	250.00
PUMP RIG - INSTALL SUBMERSIBLE PUMP	1	LS	3,000.00	3,000.00

**Total Labor and Materials: \$39,043.50**

**50% Deposit due PRIOR to SCHEDULING of job. BALANCE DUE UPON COMPLETION.  
Proposal is valid 1 month from date above**

I HAVE READ AND UNDERSTAND THESE TERMS. My signature indicates my ACCEPTANCE & AUTHORIZATION for work to begin.

Michael Maggiora

Authorized Salesperson

Date

Customer Acceptance

Date



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **November 18, 2021**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

**SUBJECT: Review and Possible Action Concerning  
"Connect the Coastsides" Final Plan Draft.**

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San Mateo County released a final draft of the Connect the Coast plan. Next step in January 2022 is a Planning Commission meeting to consider a recommendation before the document is scheduled for approval by the San Mateo County Board of Supervisors in Spring 2022. The plan and other documents can be found here: [Connect the Coastsides | Planning and Building \(smcgov.org\)](https://www.smcgov.org/Connect-the-Coastsides-Planning-and-Building)

The plan identifies road and transportation improvements along the northern section of Hwy 1 in unincorporated San Mateo County.

Highest concern for the MWSD are potential location conflicts of recommended improvements in direct vicinity of MWSD and SAM underground pipes and valves.

The General Manager met with county staff in the past and shared details of MWSD's concerns. MWSD is mentioned as planning partner in the design phase of plan implementation.

Director Slater-Carter requested this item to be brought to the board to consider the establishment of an Ad-Hoc-Committee.

## RECOMMENDATION:

Establish an Ad-Hoc Committee to review and comment on plan developments on behalf of MWSD.