



Montara Water and Sanitary District

Serving the Community of Montara and Moss Beach

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

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

AGENDA

District Board of Directors

8888 Cabrillo Highway
Montara, California 94037

July 20, 2023 at 7:30 p.m.

The meeting will take place in the District offices located at the above address. Seating is limited and social distancing will be practiced due to ongoing public health and safety concerns. Simultaneous public access and participation is also available remotely, via telephone or the ZOOM application:

ZOOM MEETING INFORMATION:

WEBSITE: <https://us02web.zoom.us/j/81906561743?pwd=azlGY2hEejJGSIMveXdrNnRQbEtFQT09>

MEETING ID: 819 0656 1743

Password: 394805

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/wuZKb9gwEY7sMACllsr7VSJglB35kNZA/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. For participants attending the meeting virtually, 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 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. Materials related to an item on this Agenda submitted to the Board after distribution of the Agenda Packet are available in the District Clerk's office during normal business hours. Such documents may also be available on the District's web site (www.mwsd.montara.org) subject to staff's ability to post the documents before the meeting.

CALL TO ORDER

ROLL CALL

PRESIDENT'S STATEMENT

ORAL COMMENTS (Items other than those on the agenda)

PUBLIC HEARING

1. [Review and Possible Action Concerning Transition from At-large to By-division Based Elections](#)

CONSENT AGENDA

1. [Approve Minutes for Regular Scheduled Board Meeting June 1, 2023, Special Board Meeting June 28, 2023, and Personnel Committee Meeting May 26, 2023.](#)
2. [Approve Financial Statements for May 2023](#)
3. [Approve Warrants for July 1, 2023](#)
4. [SAM Flow Report](#)
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 April 2023](#)

OLD BUSINESS

NEW BUSINESS

1. [Review and Possible Action Concerning Receipt of Fiscal Year 2020-21 Audit.](#)
2. [Review and Possible Action Concerning Fiscal Year End Budget to Actual Review.](#)

REPORTS

1. Sewer Authority Mid-Coastside Meetings (Slater-Carter).
2. Mid-Coast Community Council Meeting (Slater-Carter).
3. CSDA Report (Slater-Carter).
4. LAFCo Report (Slater-Carter).
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 Superior Court No. 17CV316927)

Case Name: *Montara Water and Sanitary District v. The Dow Chemical Company, et al.* (San Bernardino County Superior Court No. CGC-05-438267)

CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION (Government Code §54956.9(d)(4)) Initiation of Litigation (3 potential cases)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Government Code §54957(b)(1))

Title: General Manager

CONFERENCE WITH LABOR NEGOTIATORS

(Government Code §54957.6)

Unrepresented Employee: General Manager

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: **July 20023**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

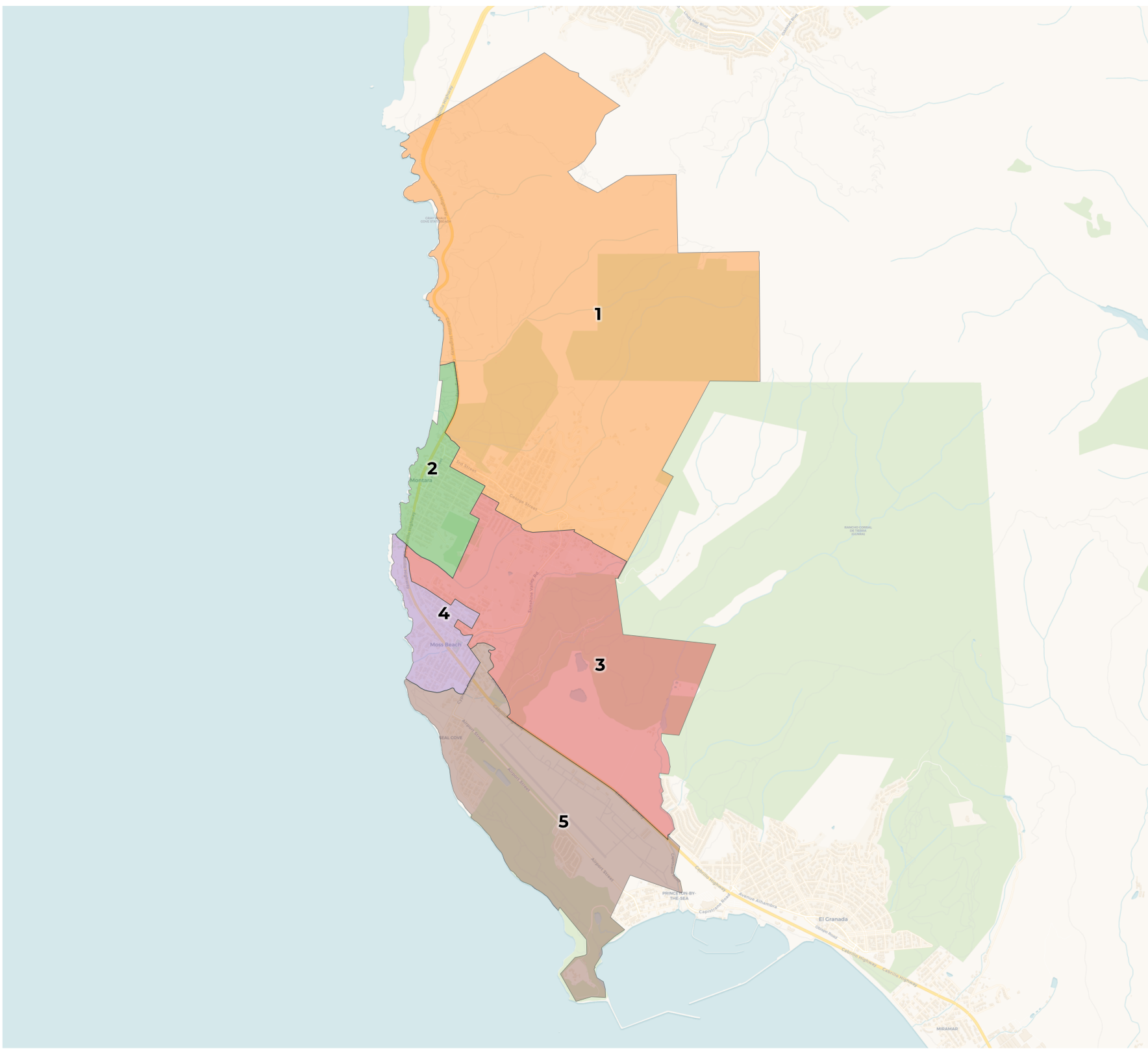
**SUBJECT: Review and Possible Action Concerning
Transition from At-large to By-division Based
Elections**

This District is required to transition from an at-large to a by-division election system, and is working through the process of creating and defining the districts. The proposed map has been published seven days in advance. This hearing will focus on reviewing the revised map(s), with emphasis on refining boundaries based on Board and community input, and concluding with direction from the Board of Directors on a final map that will be placed on the calendar for an upcoming vote up/down vote on the completed district plan.

Recommendation:

Open the public hearing, allow relevant testimony, close the public hearing and give direction to Redistricting Partners to complete the district plan.

Attachments



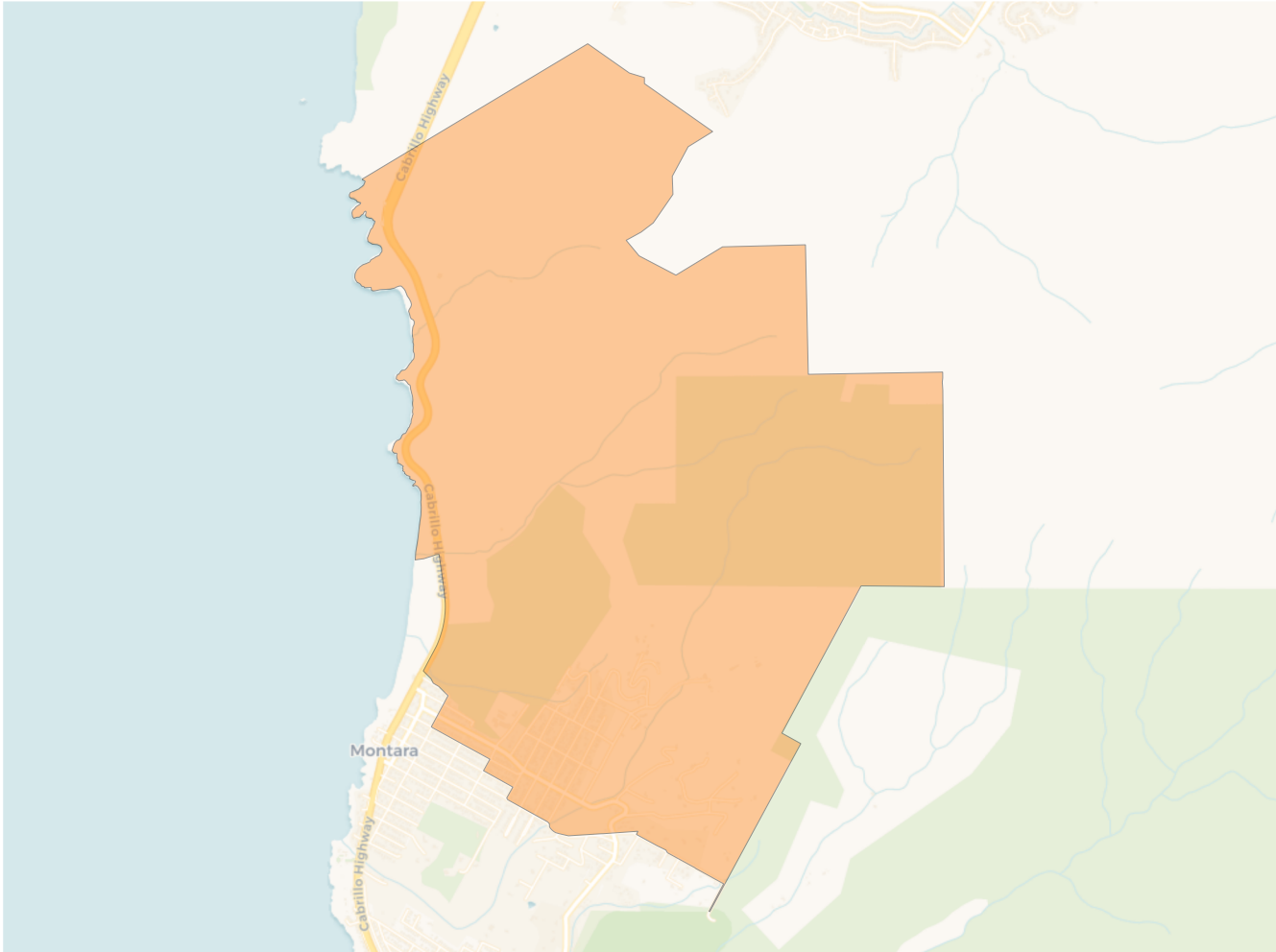
2020 Census

	1	2	3	4	5
Population	1,132	1,115	1,117	1,112	1,097
Deviation	17	0	3	-3	-18
Deviation %	1.5%	0.0%	0.3%	-0.3%	-1.6%
Other	969	1,023	715	862	480
Other %	85.6%	77.3%	78.6%	77.5%	43.8%
Latino	106	219	126	168	575
Latino %	9.4%	16.6%	13.8%	15.1%	52.4%
Asian	56	67	54	70	35
Asian %	4.9%	5.1%	5.9%	6.3%	3.2%
Black	1	14	15	12	7
Black %	0.1%	1.1%	1.6%	1.1%	0.6%

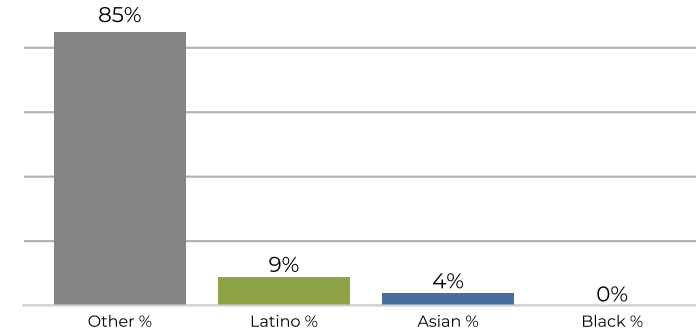
Citizen Voting Age Population (CVAP)

	1	2	3	4	5
Total CVAP	942	1,119	746	930	594
Other CVAP	903	930	600	850	469
Other CVAP %	95.9%	83.1%	80.4%	91.4%	79.0%
Latino CVAP	37	171	90	52	116
Latino CVAP %	3.9%	15.3%	12.1%	5.6%	19.5%
Asian CVAP	2	18	38	27	9
Asian CVAP %	0.2%	1.6%	5.1%	2.9%	1.5%
Black CVAP	0	0	18	1	0
Black CVAP %	0.0%	0.0%	2.4%	0.1%	0.0%

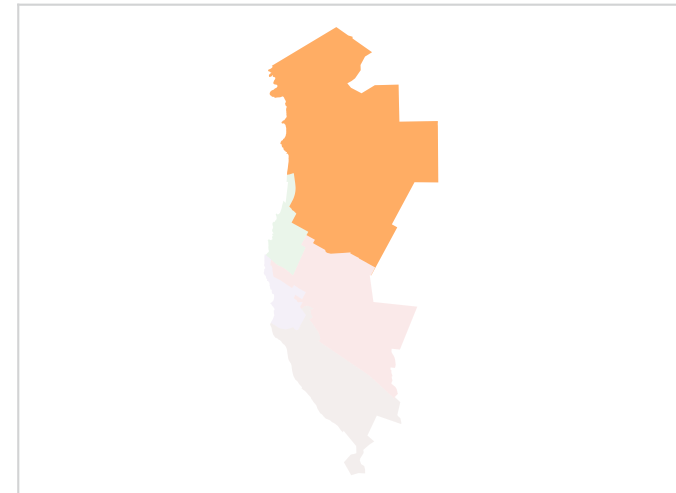
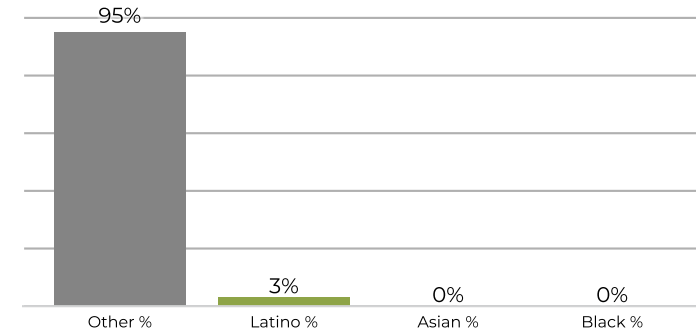
District 1



2020 Census

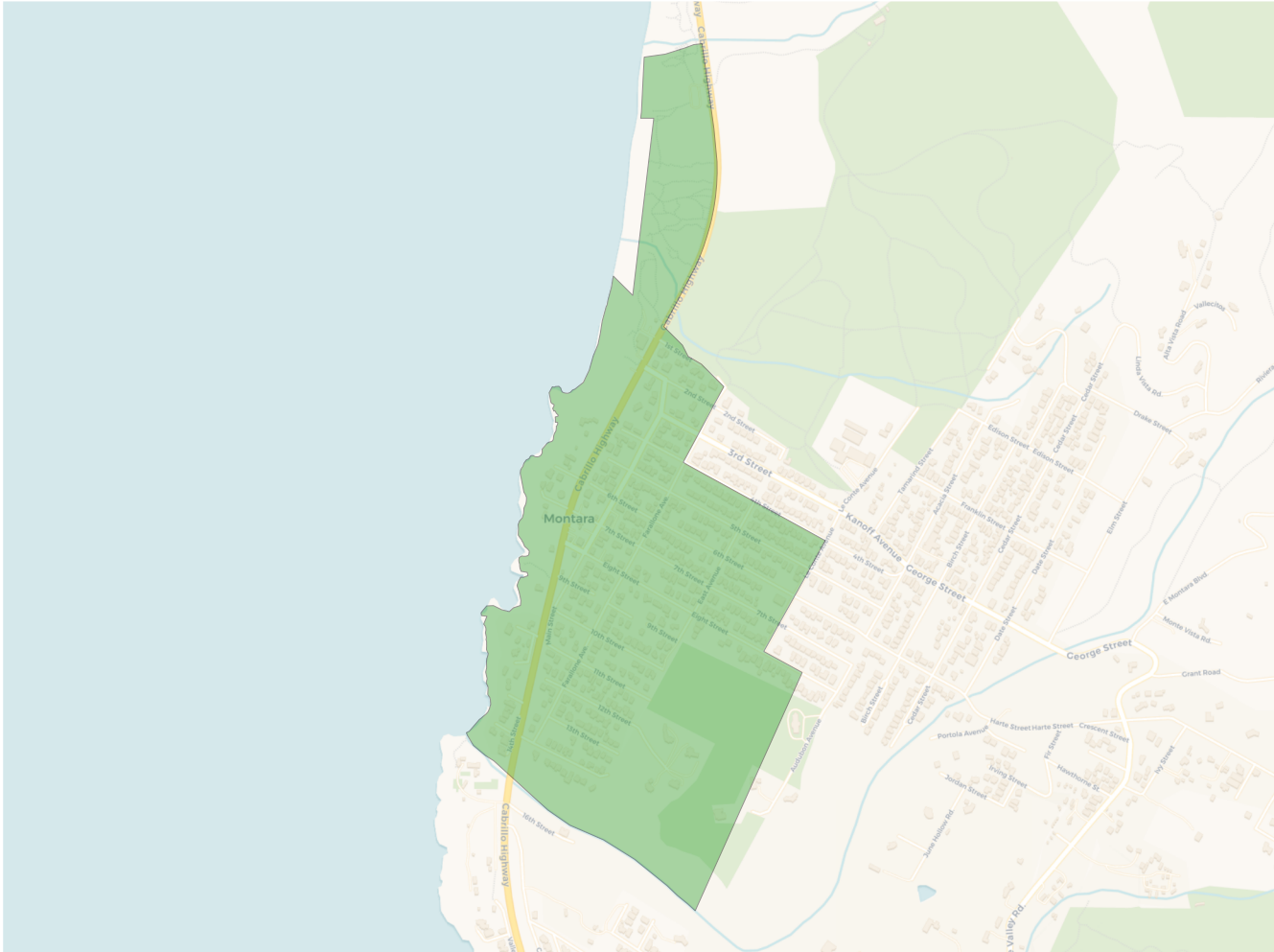


Citizen Voting Age Population

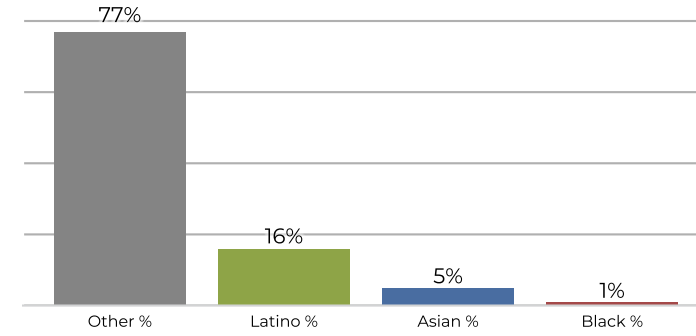


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
1,132	17	1.5%	969	85.6%	106	9.4%	56	4.9%	1	0.1%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
942	903	95.9%	37	3.9%	2	0.2%	0	0.0%		

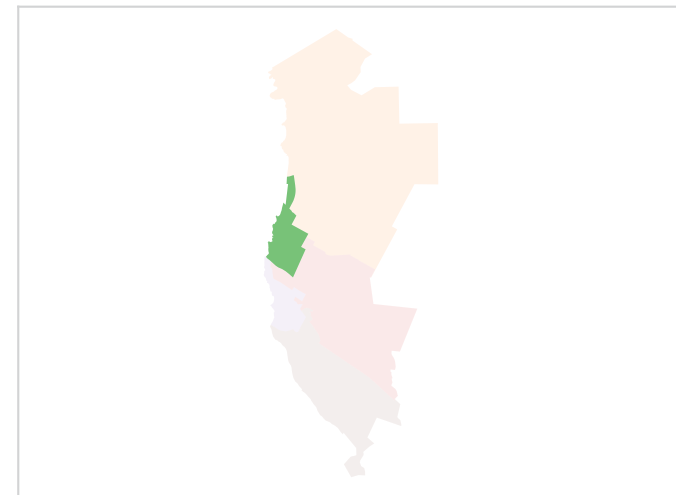
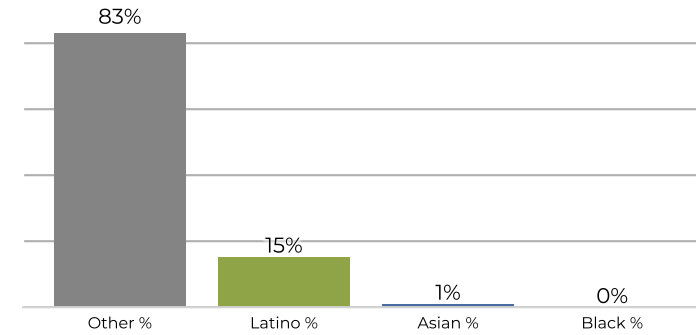
District 2



2020 Census

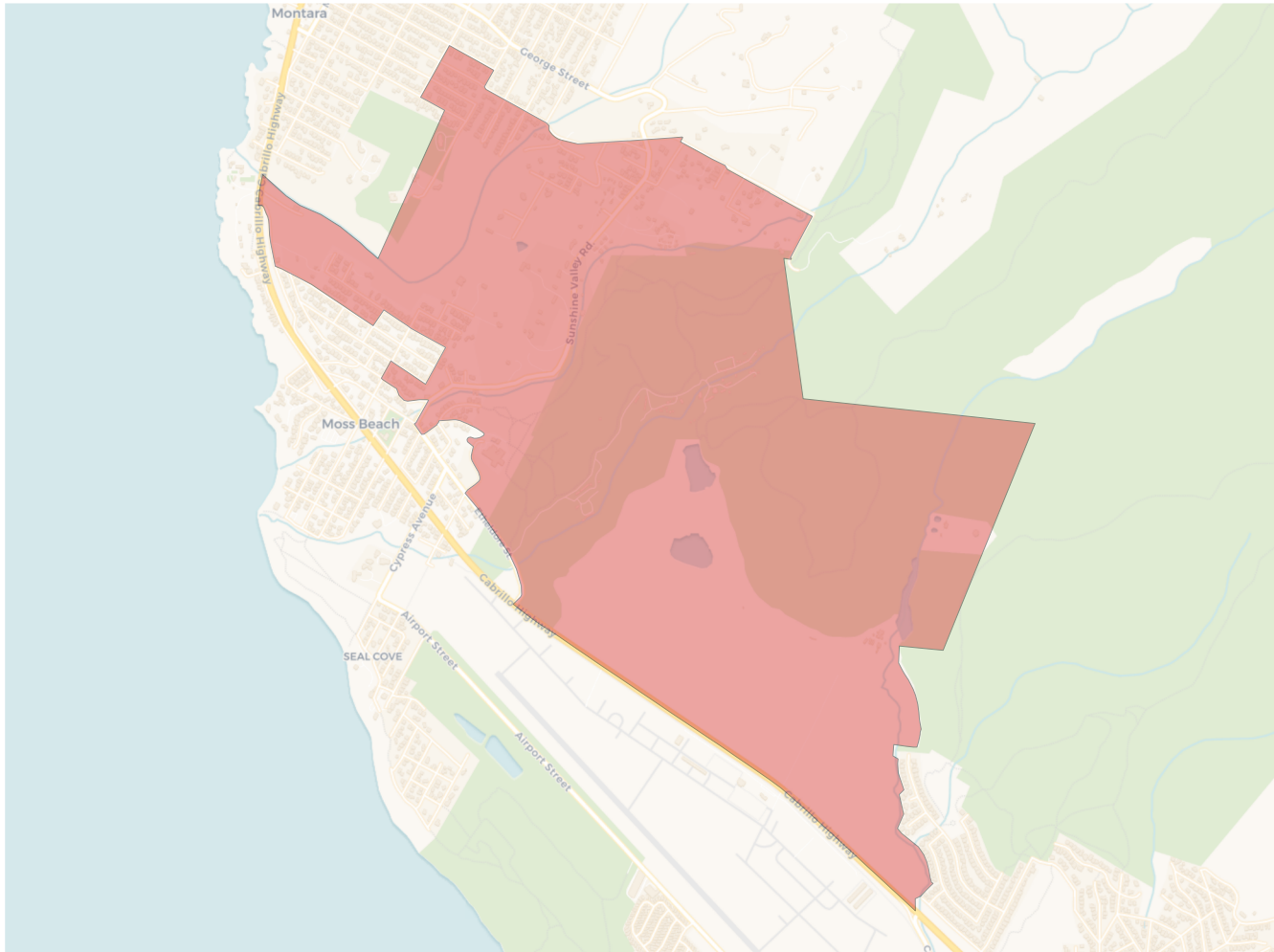


Citizen Voting Age Population

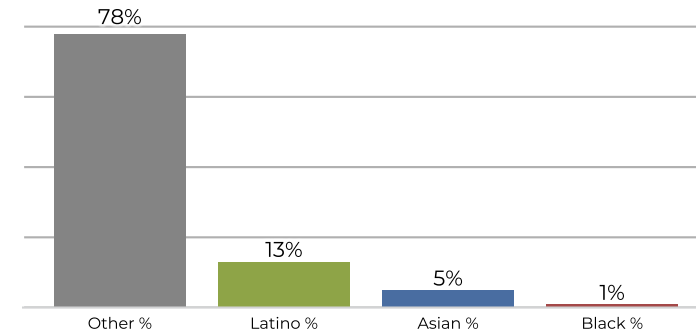


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
1,115	0	0.0%	1,023	77.3%	219	16.6%	67	5.1%	14	1.1%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
1,119	930	83.1%	171	15.3%	18	1.6%	0	0.0%		

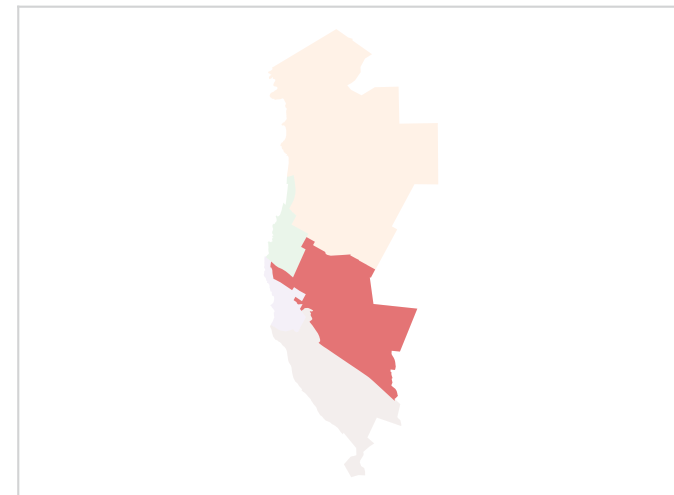
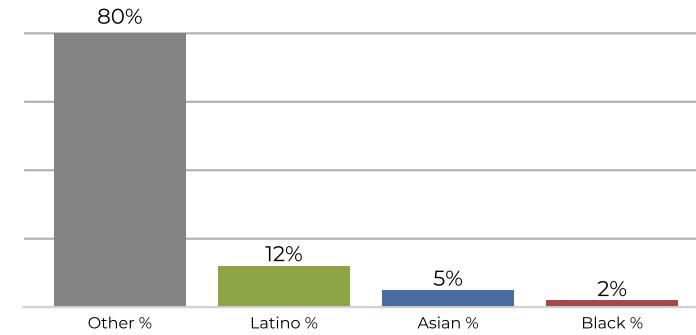
District 3



2020 Census

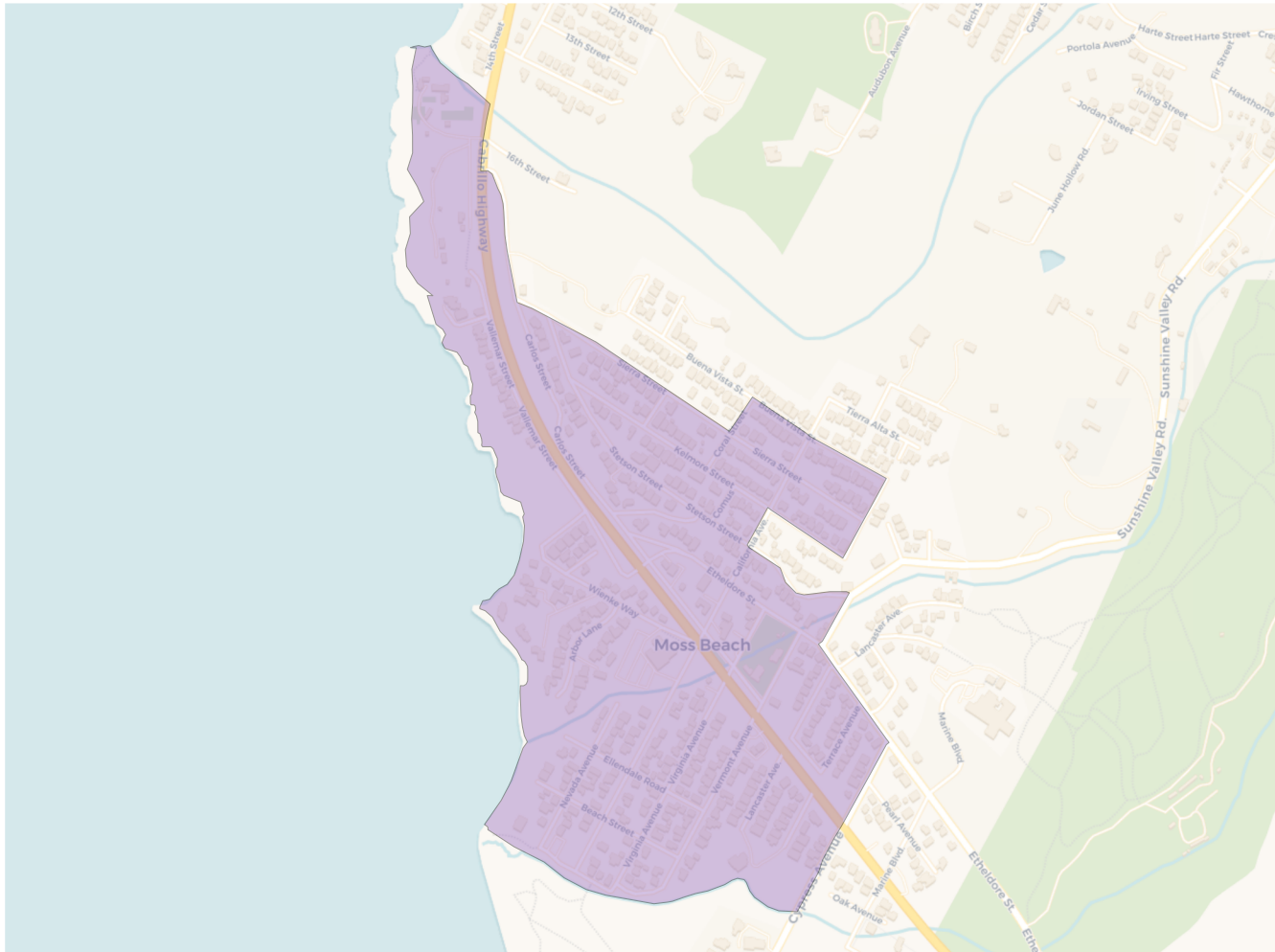


Citizen Voting Age Population

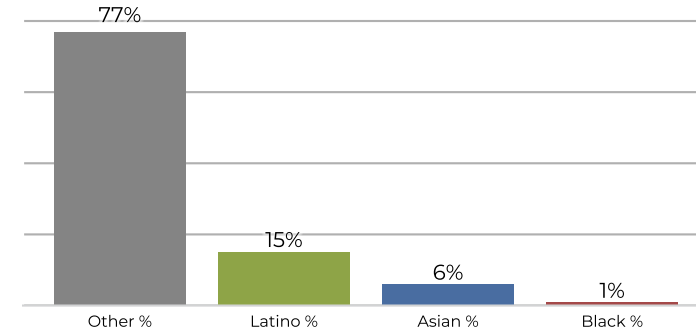


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
1,117	3	0.3%	715	78.6%	126	13.8%	54	5.9%	15	1.6%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
746	600	80.4%	90	12.1%	38	5.1%	18	2.4%		

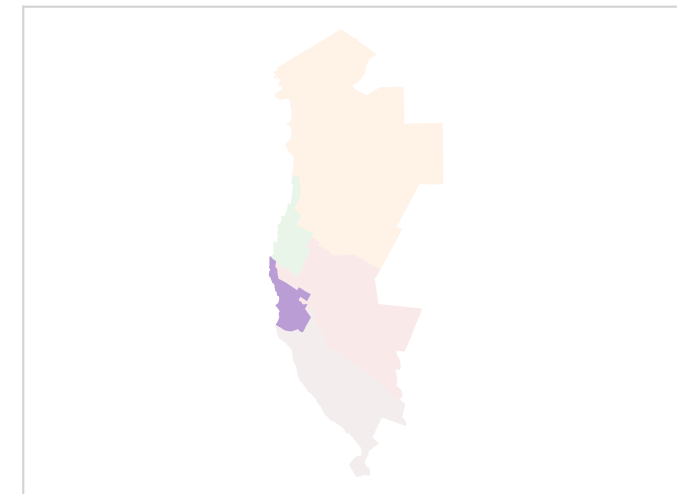
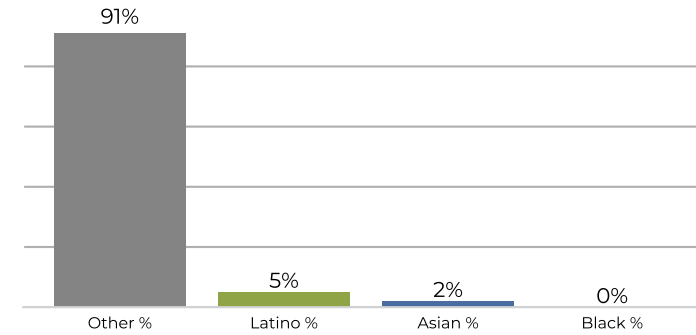
District 4



2020 Census

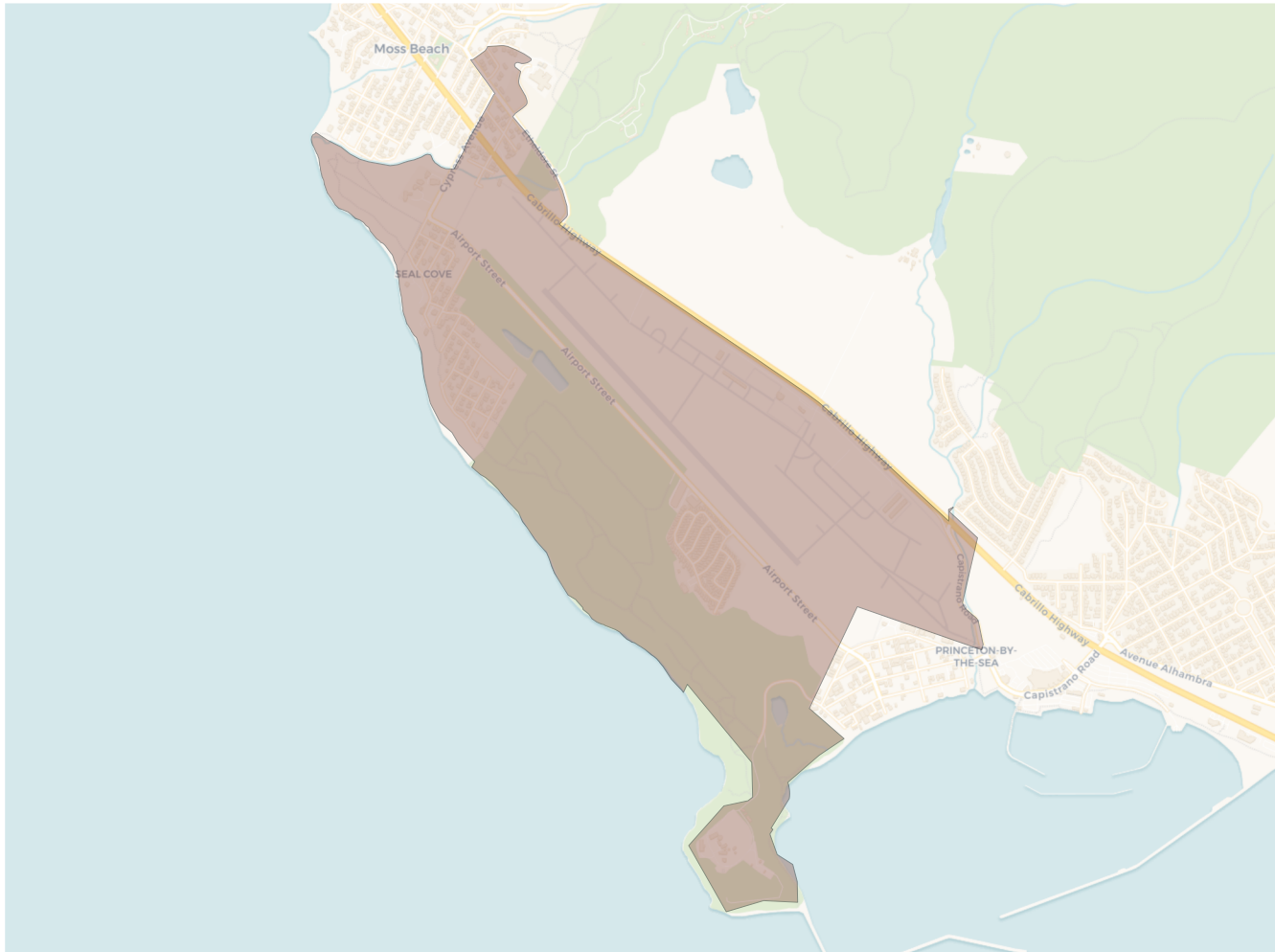


Citizen Voting Age Population

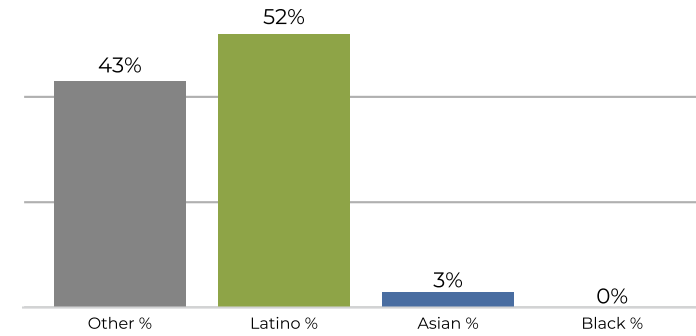


Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
1,112	-3	-0.3%	862	77.5%	168	15.1%	70	6.3%	12	1.1%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
930	850	91.4%	52	5.6%	27	2.9%	1	0.1%		

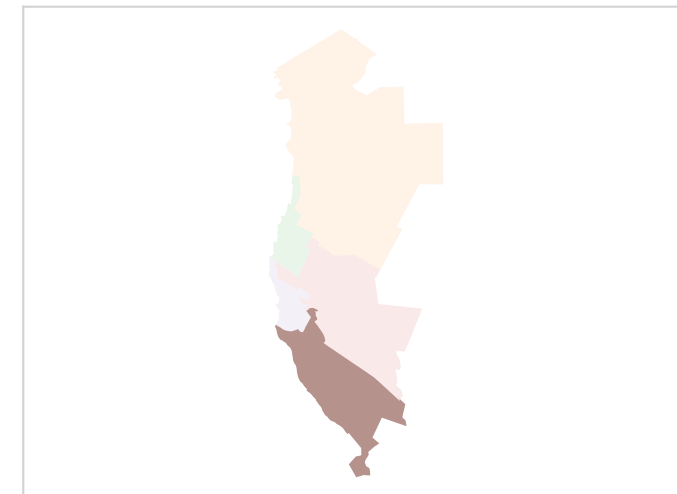
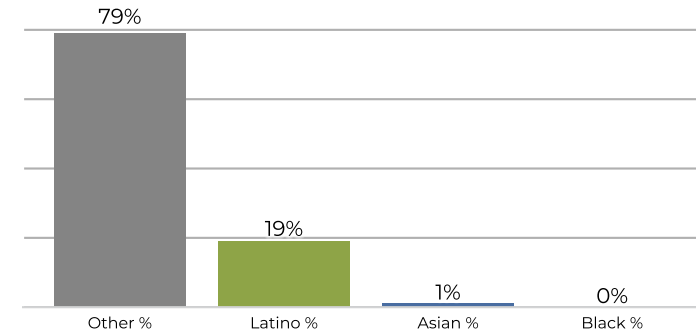
District 5



2020 Census



Citizen Voting Age Population



Population	Deviation	Deviation %	Other	Other %	Latino	Latino %	Asian	Asian %	Black	Black %
1,097	-18	-1.6%	480	43.8%	575	52.4%	35	3.2%	7	0.6%
Total CVAP	Other CVAP	Other CVAP %	Latino CVAP	Latino CVAP %	Asian CVAP	Asian CVAP %	Black CVAP	Black CVAP %		
594	469	79.0%	116	19.5%	9	1.5%	0	0.0%		

Montara Water and Sanitary
District
2023 Districting
Draft Maps



Agenda

Things we will cover:

- Traditional Districting/Redistricting Principles
- COI Testimony
- Previous Draft maps
 - A, B, C
- New Draft Map
 - D
- Next Steps

Traditional Redistricting Principles

Guiding districting/redistricting principles that drive the process

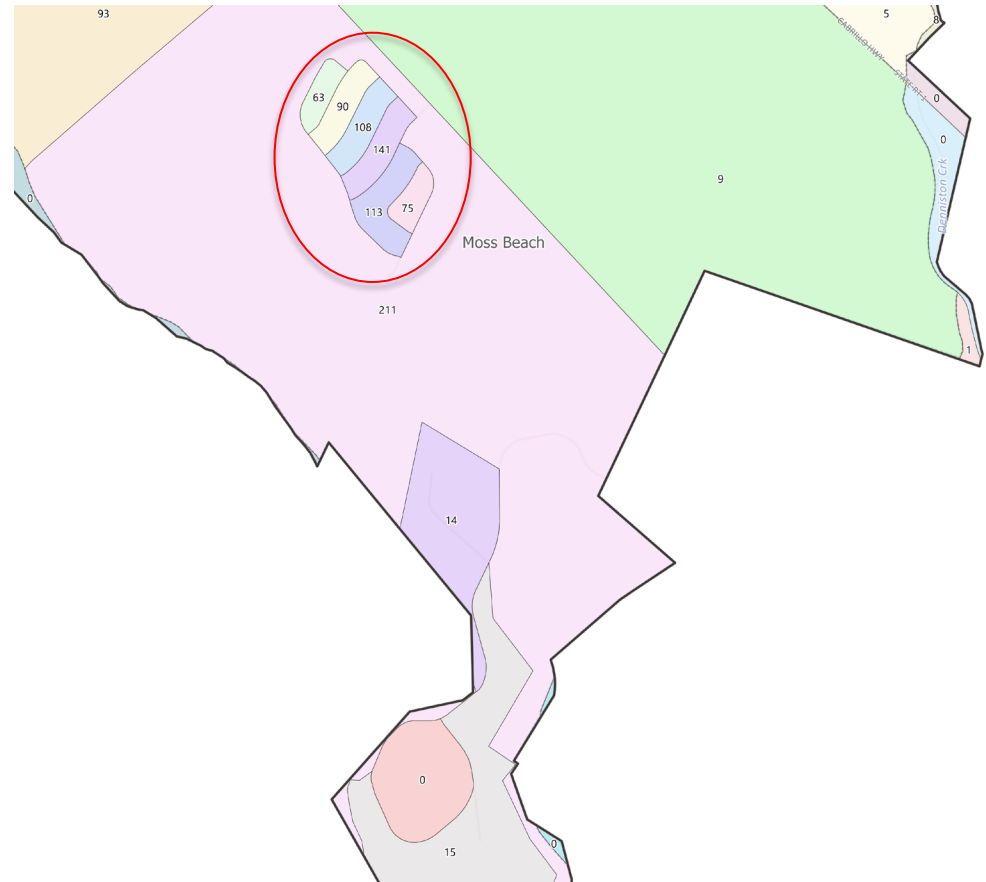
There are a number of criteria that have been used nationally and upheld by courts.

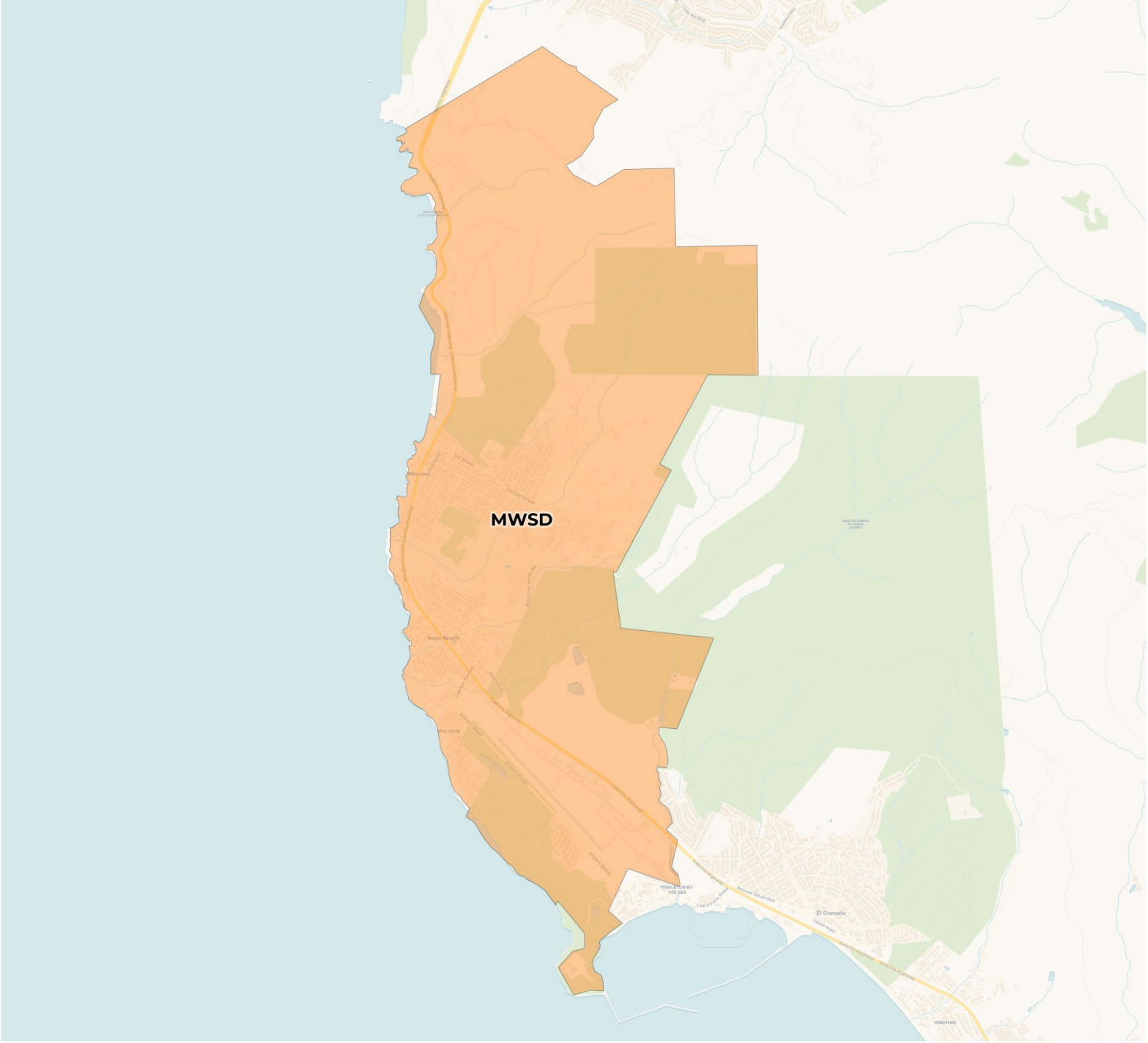
- Relatively equal size - people, not citizens
- Contiguous – districts should not hop/jump
- Maintain “*communities of interest*”
- Follow city and census designated place boundaries
- Keep districts compact – appearance/function

Community of Interest Testimony

Pillar Ridge community in
the Southwest area of
Moss Beach

- Remain whole
- Potentially
undercounted in the
2020 Census





2020 Census

	MWSD
Population	5,574
Deviation	0
Deviation %	0.0%
Other	4,049
Other %	72.6%
Latino	1,194
Latino %	21.4%
Asian	282
Asian %	5.1%
Black	49
Black %	0.9%

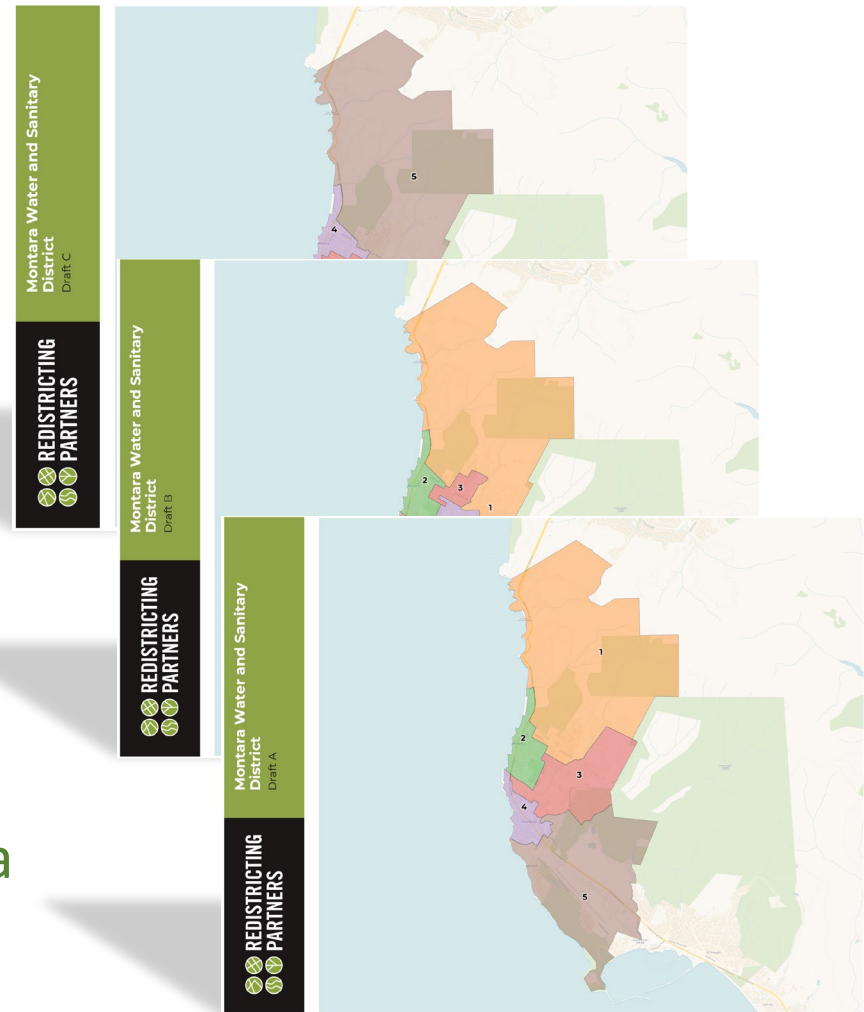
Citizen Voting Age Population (CVAP)

	MWSD
Total CVAP	4,331
Other CVAP	3,752
Other CVAP %	86.6%
Latino CVAP	466
Latino CVAP %	10.8%
Asian CVAP	94
Asian CVAP %	2.2%
Black CVAP	19
Black CVAP %	0.4%

Draft Map Plans

Each draft plan is provided with both a PDF and Online Web-based format

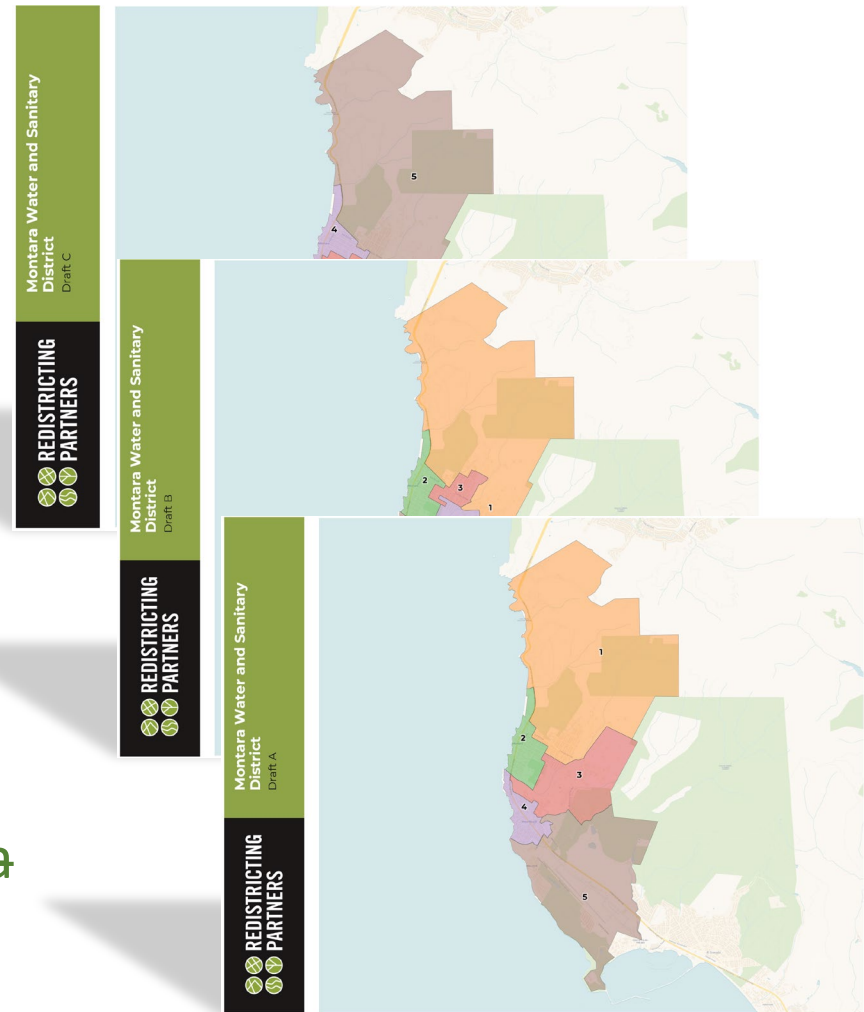
- **Draft Map A:** Follows districting principles, underpopulating Pillar Ridge district
- **Draft Map B:** Follows districting principles, creates a rural district
- **Draft Map C:** Different option using districting principles, similar to A

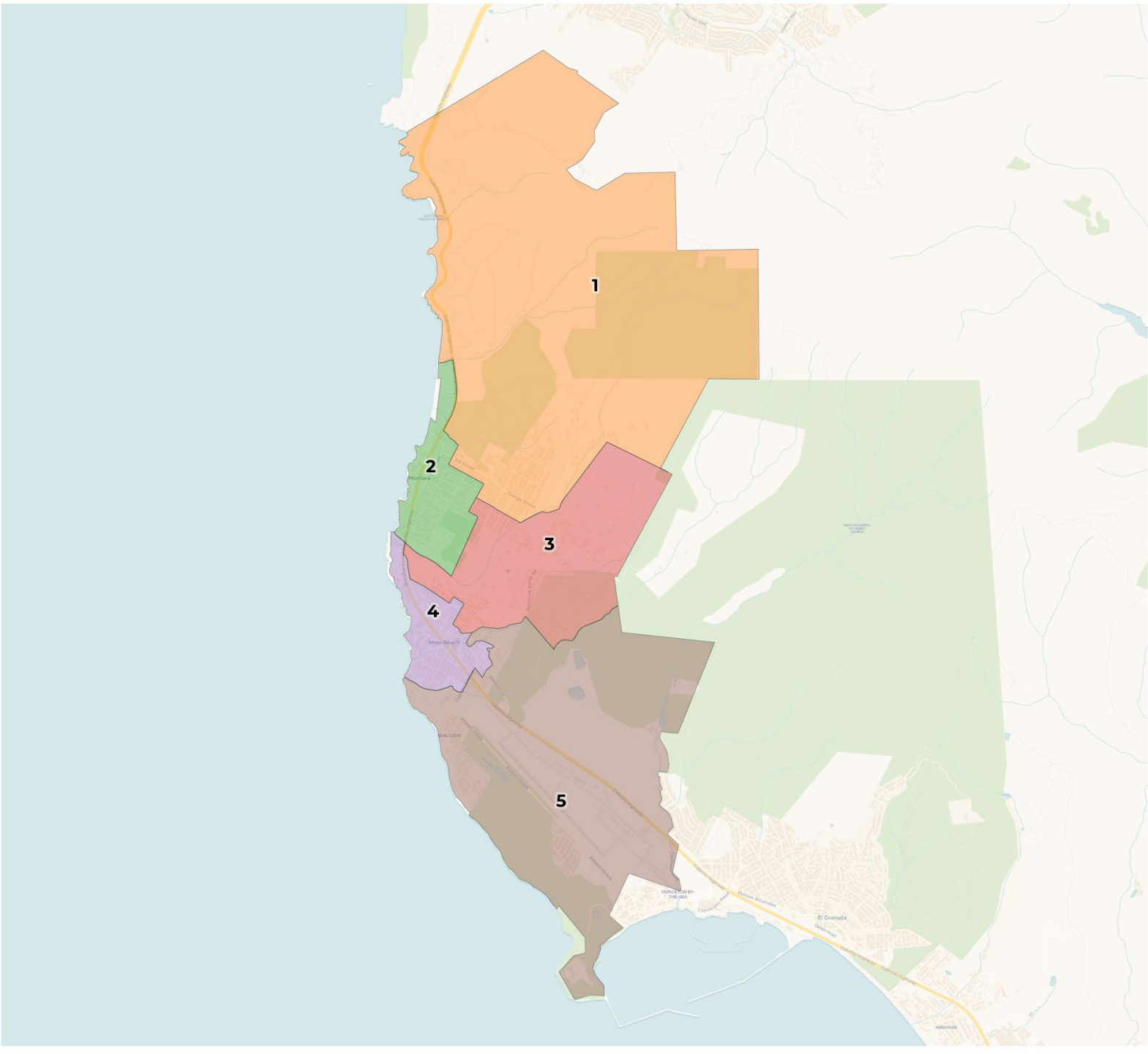


Draft Map Plans

Each draft plan is provided with both a PDF and Online Web-based format

- **Draft Map A:** Follows districting principles, underpopulating Pillar Ridge district
- ~~**Draft Map B:** Follows districting principles, creates a rural district~~
- **Draft Map C:** Different option using districting principles, similar to A





2020 Census

	1	2	3	4	5	
Population	1,153	1,115	1,107	1,116	1,082	
Deviation	38	0	-8	1	-33	
Deviation %	3.4%	0.0%	-0.7%	0.1%	-2.9%	
Other	983	1,023	641	863	539	
Other %	85.3%	77.3%	82.6%	77.3%	44.7%	
Latino	114	Total Plan Deviation: 6.3%			182	591
Latino %	9.9%				16.3%	49.0%
Asian	54	67	44	57	60	
Asian %	4.7%	5.1%	5.7%	5.1%	5.0%	
Black	2	14	3	14	16	
Black %	0.2%	1.1%	0.4%	1.3%	1.3%	

Citizen Voting Age Population (CVAP)

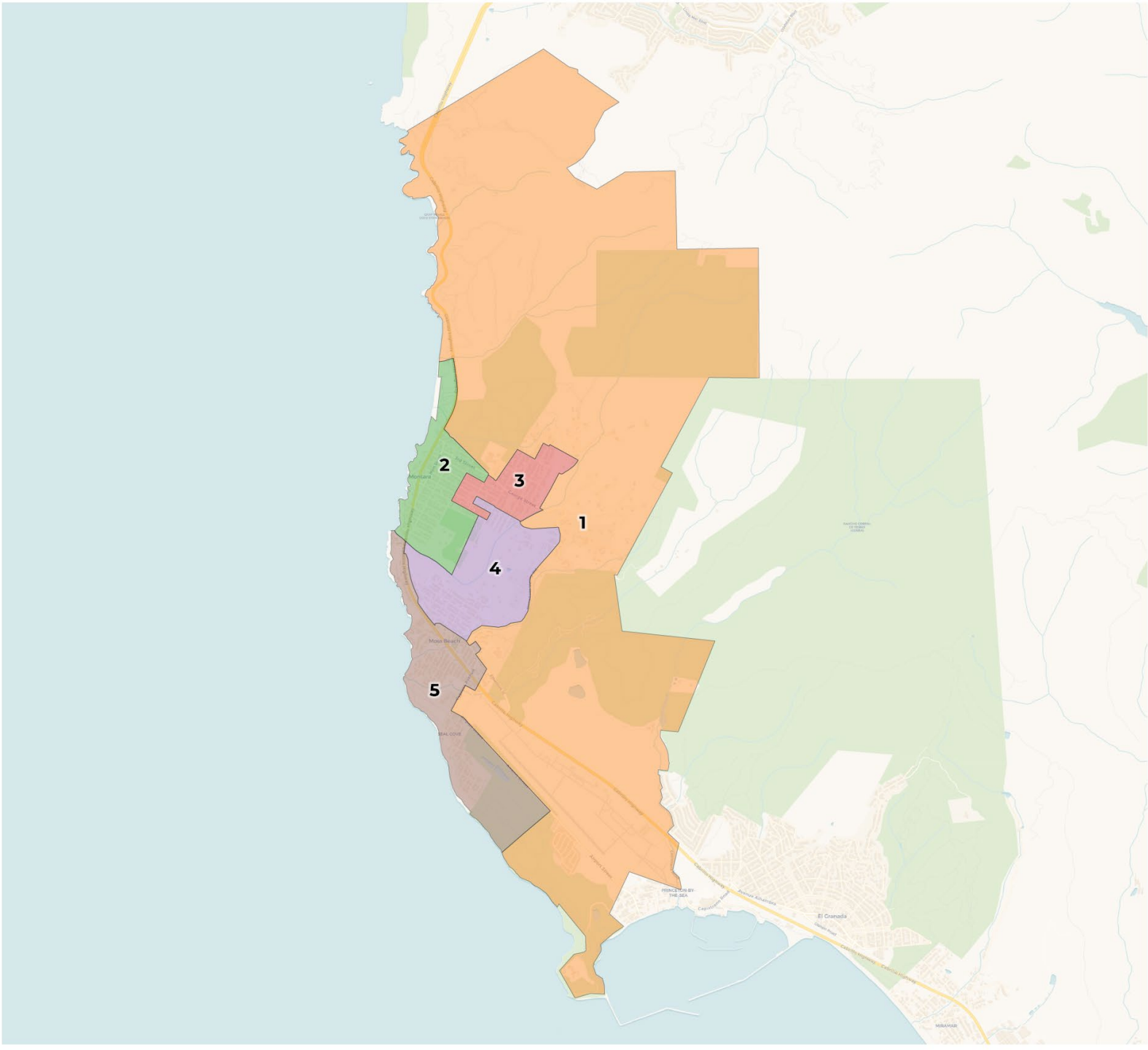
	1	2	3	4	5
Total CVAP	970	1,119	573	911	758
Other CVAP	926	930	457	835	604
Other CVAP %	95.5%	83.1%	79.8%	91.7%	79.7%
Latino CVAP	42	171	69	50	134
Latino CVAP %	4.3%	15.3%	12.0%	5.5%	17.7%
Asian CVAP	2	18	32	25	17
Asian CVAP %	0.2%	1.6%	5.6%	2.7%	2.2%
Black CVAP	0	0	15	1	3
Black CVAP %	0.0%	0.0%	2.6%	0.1%	0.4%



**REDISTRICTING
PARTNERS**

**Montara Water and Sanitary
District**

Draft B



2020 Census

	1	2	3	4	5
Population	1,127	1,100	1,103	1,146	1,098
Deviation	12	-15	-12	31	-17
Deviation %	1.1%	-1.3%	-1.1%	2.8%	-1.5%
Other	458	1,041	925	758	867
Other %	40.6%	79.6%	83.9%	80.8%	79.0%
Latino	588			127	160
Latino %	52.2%	14.4%	11.8%	13.5%	14.6%
Asian	65	65	46	50	56
Asian %	5.8%	5.0%	4.2%	5.3%	5.1%
Black	16	13	2	3	15
Black %	1.4%	1.0%	0.2%	0.3%	1.4%

Total Plan Deviation: 4.3%

Citizen Voting Age Population (CVAP)

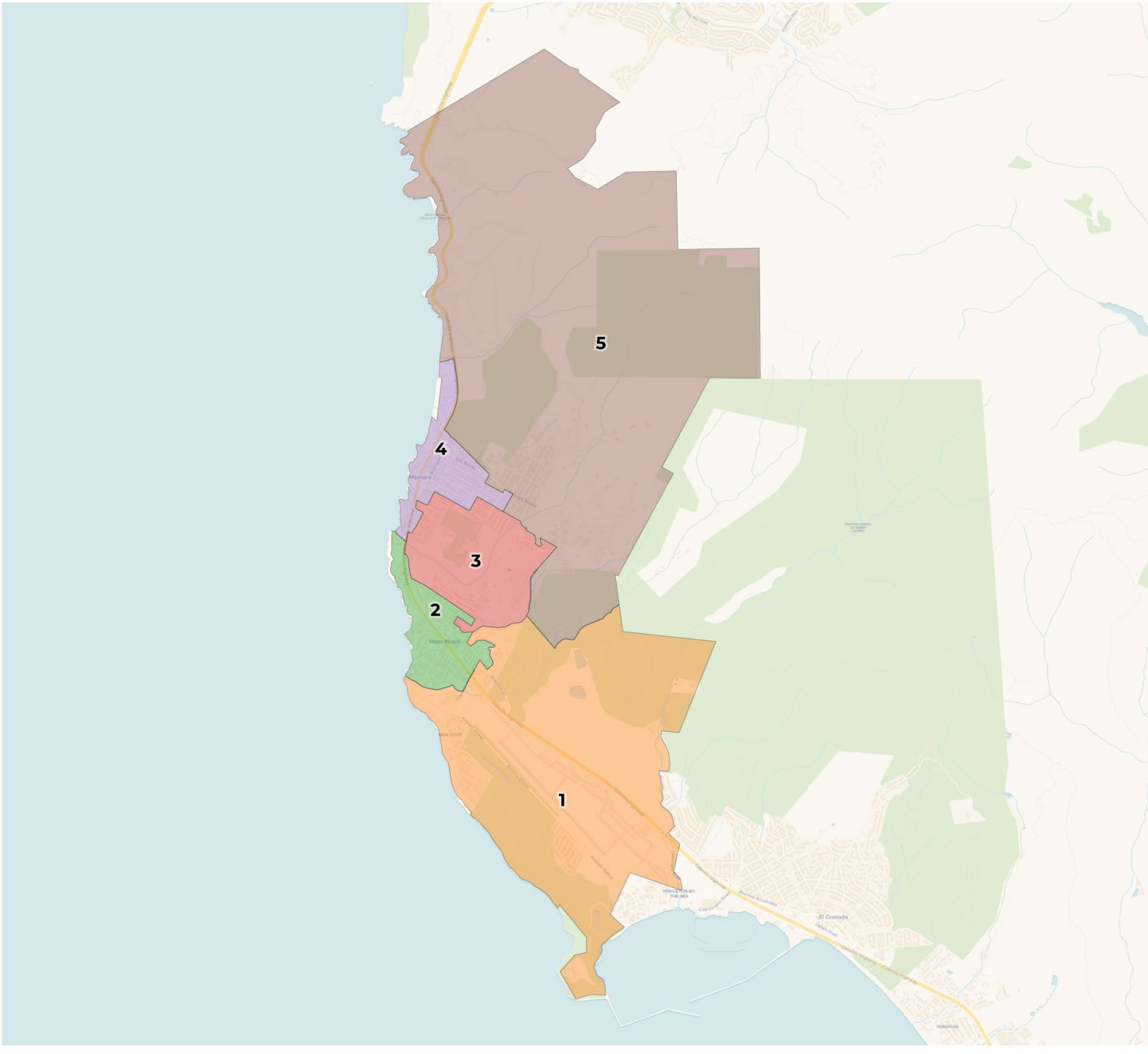
	1	2	3	4	5
Total CVAP	724	1,029	940	733	905
Other CVAP	571	851	878	597	855
Other CVAP %	78.9%	82.7%	93.4%	81.4%	94.5%
Latino CVAP	134	159	61	82	30
Latino CVAP %	18.5%	15.5%	6.5%	11.2%	3.3%
Asian CVAP	16	19	1	39	19
Asian CVAP %	2.2%	1.8%	0.1%	5.3%	2.1%
Black CVAP	3	0	0	15	1
Black CVAP %	0.4%	0.0%	0.0%	2.0%	0.1%



**REDISTRICTING
PARTNERS**

Montara Water and Sanitary District

Draft C



2020 Census

	1	2	3	4	5
Population	1,112	1,110	1,114	1,129	1,109
Deviation	-3	-5	-1	14	-6
Deviation %	-0.3%	-0.4%	-0.1%	1.3%	-0.6%
Other	560	851	930	894	814
Other %	45.3%	76.7%	83.5%	79.2%	82.6%
Latino	600	160	106	174	124
Latino %	48.5%	16.0%	10.6%	15.4%	12.6%
Asian	60	66	57	53	46
Asian %	4.9%	5.9%	5.1%	4.7%	4.7%
Black	16	15	9	8	1
Black %	1.3%	1.4%	0.8%	0.7%	0.1%

Total Plan Deviation: 1.7%

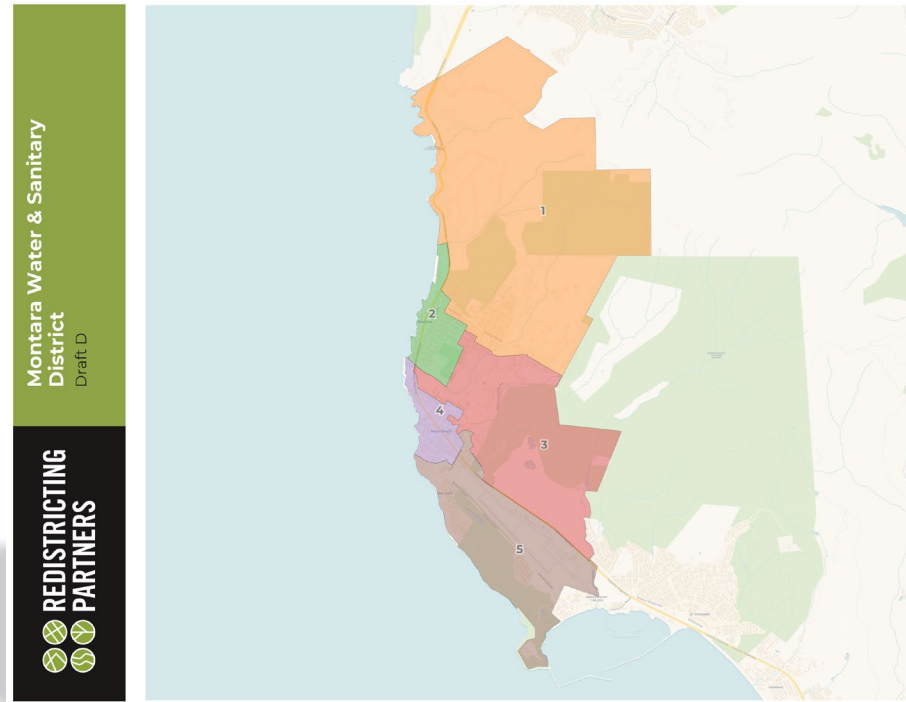
Citizen Voting Age Population (CVAP)

	1	2	3	4	5
Total CVAP	773	901	978	815	864
Other CVAP	618	825	762	703	844
Other CVAP %	79.9%	91.6%	77.9%	86.3%	97.7%
Latino CVAP	135	49	153	110	19
Latino CVAP %	17.5%	5.4%	15.6%	13.5%	2.2%
Asian CVAP	17	26	48	2	1
Asian CVAP %	2.2%	2.9%	4.9%	0.2%	0.1%
Black CVAP	3	1	15	0	0
Black CVAP %	0.4%	0.1%	1.5%	0.0%	0.0%

New Draft Map

Each draft plan is provided with both a PDF and Online Web-based format

- **Draft Map D:** Created with staff to minimize neighborhood splits and reflects direction from the Board.



2020 Census

	1	2	3	4	5
Population	1,132	1,115	1,117	1,112	1,097
Deviation	17	0	3	-3	-18
Deviation %	1.5%	0.0%	0.3%	-0.3%	-1.6%
Other	969	1,023	715	862	480
Other %	85.6%	77.3%	78.6%	77.5%	43.8%
Latino	106	166	158	168	575
Latino %	9.4%	16.6%	15.8%	15.1%	52.4%
Asian	56	67	54	70	35
Asian %	4.9%	5.1%	5.9%	6.3%	3.2%
Black	1	14	15	12	7
Black %	0.1%	1.1%	1.6%	1.1%	0.6%

Total Plan Deviation: 3.1%

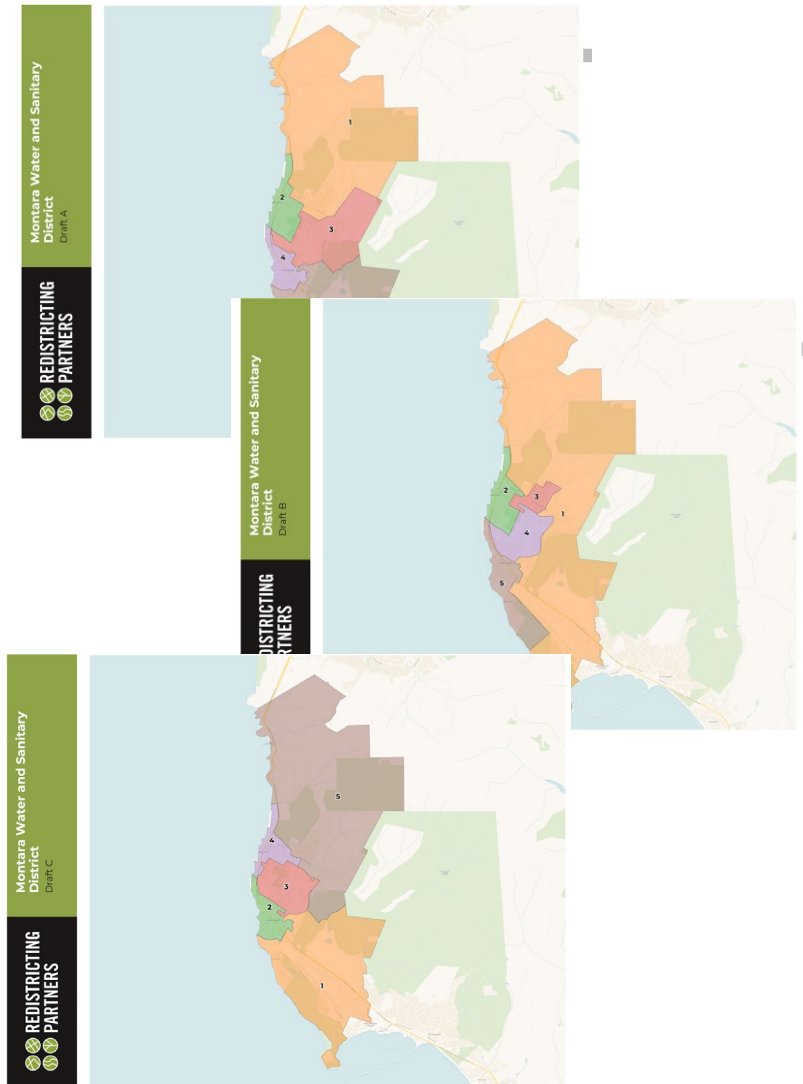
Citizen Voting Age Population (CVAP)

	1	2	3	4	5
Total CVAP	942	1,119	746	930	594
Other CVAP	903	930	600	850	469
Other CVAP %	95.9%	83.1%	80.4%	91.4%	79.0%
Latino CVAP	37	171	90	52	116
Latino CVAP %	3.9%	15.3%	12.1%	5.6%	19.5%
Asian CVAP	2	18	38	27	9
Asian CVAP %	0.2%	1.6%	5.1%	2.9%	1.5%
Black CVAP	0	0	18	1	0
Black CVAP %	0.0%	0.0%	2.4%	0.1%	0.0%

What's Next

The Board can make use of these mapping options in a number of ways.

- **Identify preferred plan(s)**
- **Suggest possible changes** – adjustments can be made to any of the draft plans.
- **Provide direction** for the preparation of new draft map(s)
- **Draw a new map with direction from the Board**



Montara Water & Sanitary District

Timeline for Upcoming Meetings

April 20 th	Introduction to the districting process
May 18 th	Community Outreach Meeting
June 1 st	Presentation of Draft Maps
July 20th	Revised draft maps
August 17 th	Final map adoption



**REDISTRICTING
PARTNERS**



MONTARA WATER & SANITARY DISTRICT

REGULAR BOARD OF DIRECTORS MEETING June 1, 2023

MINUTES

This meeting took place at the district office located at the above address. Simultaneous public access and participation was also available remotely, via telephone or the ZOOM application.

REGULAR SESSION began at 7:35 p.m.

CALL TO ORDER

ROLL CALL

Directors Present: Boyd, Softky, Slater-Carter and Young

Directors Absent: Dekker

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

Others Present: District Counsel, Christine Fitzgerald
Kastama Consulting, Alison Kastama
District Sewer Engineer, Pippin Cavagnaro
District Water Engineer, Tanya Yurovski
District Accountant, Peter Medina
Sewer Authority Mid-Coastside, General Manager Kishen Prathivadi
Sewer Authority Mid-Coastside, Finance Officer George Evans

PRESIDENT'S STATEMENT

Director Boyd stated that there was an opinion piece in the Half Moon Bay Review written by Mayor Penrose last week. She failed to mention a key point--the lawsuit she says they hope to win has already been lost. They have appealed but the court was quite clear in its reasoning for the decision that it rendered. It is on the Montara Water and Sanitary District (MWSD) website <https://mwsd.montara.org/>

ORAL COMMENTS

Director Softky commented that a few weeks ago he attended an Association of California Water Agencies (ACWA) conference with General Manager Clemens Heldmaier and heard a great presentation about Paradise and the fire there. The presentation described what it was like to run an emergency response team when almost everything they had was gone. It made him realize that our goal to save lives here (through clean water and sewage) includes being ready for a disaster where it really matters that we know our neighbors. He envisions building community as a kind of public service which is in the same category as what they do day to day, except with circumstances which they do not have now.

Director Young mentioned news from the CSDA regarding resiliency funding that they can apply for. It would be great if they could take advantage of that. There is no emergency evacuation center on the Coast, except in Half Moon Bay.

Director Boyd commented that the Montara Water and Sanitary District has a water dispensing station for people if their well fails during power outages.

General Manager Clemens Heldmaier stated that in the case of an emergency their priority for water is fire protection. If all the tanks run out Coastwide, MWSD is the only agency that can refill their tanks for health and safety. That fill station is something that other communities do not have in the event of an emergency.

Director Boyd said during power outages, staff at MWSD will set up a fill station, so customers on wells can get water. It is a simple thing to do, but so essential.

PUBLIC HEARING

1. Review and Possible Action Concerning Transition from At-Large to By-Division Based Election

General Manager Clemens Heldmaier said this is the third public hearing about transitioning to district elections. Today they will be looking at the proposed draft maps, which were posted a week ago for public review and comment.

Elizabeth Stitt said tonight will be the introduction of the maps. She will be making adjustments based on the public comments and requests. The redistricting principles used to draft the maps: relatively equal in size—less than 10% deviation, contiguous, maintains communities of interest, follow city and census designated places and/or boundaries, and keep districts compact. Pillar Ridge is a community of interest and will always be maintained together. The total population is about 5,500 people; so, each district will be around 1,100 people. There are three maps drafted: Draft Map A which follows districting principles and under populates Pillar Ridge to compensate for their undercount in the Census data (deviation 6.3%), Draft Map B which follows districting principles and creates a rural district (which is not compact but protects a community of interest) with a deviation of 4.3%, and Draft Map C with different option using district principles similar to Map A but has a very low deviation of 1.7%. She has the maps in a URL link, to allow for zooming in on specific areas. The next step is advising her of any changes needed. They can also name their districts. Many districts call their districts zones or wards. The next meeting is scheduled for July 20th, where they will bring back revised maps including any maps submitted from the public, and August 17th will be the final map adoption (although they can push the date out a month if needed).

Director Boyd opened the public hearing.

Lisa Ketcham asked how Pillar Ridge fits into the map system with Map B where they are included in the Rural district. She would like more clarification of what the goal of that map is.

Bob Ptacek stated that they have very valuable assets and people know that. Now with the district being divided into smaller zones, there is a possibility that the board could be controlled by individuals. He asked that the Board pass a resolution requiring a higher percentage of voters (60-75%) to agree to allow sales, mergers, or disposal of assets. That would be the “canary” for the community that something is going on and the community will respond accordingly. With the districts being divided into zones, will they now have to divide the maintenance schedules, CIP improvements, etc into zones? Keeping track of five things cost more than one.

Director Slater-Carter made a motion to close the public hearing and Director Softky seconded the motion. The motion passes unanimously 5-0.

Elizabeth Stitt stated in answer to Ms. Ketcham’s question, Map B was drafted with Pillar Ridge in the rural area for population balance. Because this district is so small, there will be some areas where they need to pick up some pockets of population. She appreciates her comments and has made notations. In answer to Mr. Ptacek’s question, there is no legal obligation to work zone by zone. If the District wants to keep the maintenance as is, they can keep doing that.

Director Boyd added this is strictly about how elections are conducted and has no other bearing.

Director Young stated that Pillar Ridge has a census count of 590 people, when there are close to 850-900 people. Was that taken into consideration in drawing the new maps?

Elizabeth Stitt replied that they have to use the Census data. Map A purposely under populates the district that the community is in to compensate for the difference. There may be other areas in Montara and Moss beach that may be under populated as well.

Director Young said there are plans for a large development and it may skew the numbers.

Elizabeth Stitt said they can't predict what the population is going to be like. Redistricting is done every ten years to address changes.

Director Young said there are parts of Montara and Moss Beach where people are living in RVs on the farms. She doesn't know if they vote, but they are a population.

Elizabeth Stitt asked for the location of these sites.

Director Young said she will email the information to General Manager Clemens Heldmaier.

Director Softky asked that a map be put on the website with sufficient resolution that everyone can identify their own house, and Board members' houses identified (with no names) that show past and current directors.

Elizabeth Stitt said that they should all have maps with URL links to zoom in or find specific addresses. They don't look at incumbents due to the Fair Maps Act.

Director Softky said he tried the URL links, and it didn't have sufficient resolution. As for the locations of the directors, they would not use them to draw boundaries. It is vastly more convenient for Redistricting Partners to show them where they live, and people ought to vote based on lots of things including how difficult it is to elect members and to that same degree people ought to know where people live or at least what district they are in.

Director Slater-Carter said she likes the idea of passing a resolution and thinks adding a notification requirement to the public should be added before any kind of consolidation happens. She also agrees with Ms. Ketcham that having Pillar Ridge in the rural district doesn't make sense. She doesn't like any of the maps. In the rural areas the needs for water are different, as most houses are on wells, and they are concerned about fire protection. There is a development in Montara (which is in the middle of the rural area) with water connections. But the rest are on

wells. She also thinks in the urban area there are quite a few people on wells. Their interest in the water system is they get back-up water from their water system, but they don't have a connection. The County doesn't have information on where the wells are located. There are three communities of interest, not specified in the law, but is a health and financial safety issue, which is the real function of this District. She would like all the maps updated based on communities of interest based on levels of service. She also suggested more public outreach so that the community is more involved, and she is happy to work with General Manager Clemens Heldmaier to print flyers and/or talk to people near the post office.

Director Boyd said on Map One he is seeing boundaries that don't fully encompass a natural neighborhood. On the same map the community on the northeast side of Highway One in Moss Beach, the natural neighborhood is split. If you look at Pillar Ridge in all three cases, the income disparity is profound. If their goal is to bring equity to representation, then they need to do what they can to avoid obvious disparities. Someone campaigning from Pillar Ridge would have less means to spend than someone in Seal Cove. It is important to attempt to do some clustering of communities of similar income demographics. He strongly emphasizes that each district needs to be walkable. Map Two is a good counter example map with a lot of issues. He went through some redistricting training a few years ago. Is Davesredistricting.org accessible?

Elizabeth Stitt said it is free for the public to use. They use Maptitude. If you use Redistricter or Davesredistricting.org, be aware that they had to split census blocks to balance the districts. If they run into an issue let her know.

Director Boyd said Maptitude is expensive but not out of reach.

Elizabeth Stitt said they also have access to Districtr and can get a Districtr map for them. She will get back to them.

Director Boyd said he is inclined towards Maptitude because they have done all the work. But if she is going to look at Districtr then they might have an option.

Director Softky said that he suggested their communities of interest be around community related things, whether they can walk the area, or share the same water mains, or ideally both. Can they get a color heat map, with the different income levels?

Elizabeth Stitt said she can do that. It is a helpful way to identify communities.

Director Young said there are people in Seal Cove that are low income.

Director Slater-Carter said Pillar Ridge is not the only area with lower incomes. There are a lot of retirees in our community with lower incomes.

Director Boyd encouraged the public to submit their maps.

General Manager Clemens Heldmaier added to please email them to info@mwsd.net. The maps are on the website for review, under “What’s New?”

2. Review and Possible Action Concerning Adoption of a Revised Master Fee Schedule.

General Manager Clemens Heldmaier stated this is something that is done every year. The District has a Master Fee Schedule that specifies what the rates and fees are for the year. This year, they went through a Prop 218 process that allowed them to increase up to 6% on water rates, sewer service charges and Water Reliability charge. And through the budget process the Board approved a 6% increase for the year. Other administrative fees were increased according to the US Bureau of Labor Consumers Price Index for our area. Connection charges and other construction related charges went up 1.38%. Staff recommendation is to Open the public hearing, consider relevant public testimony, close the public hearing, and adopt the Ordinance of the Montara Water and Sanitary District Restating and Amending Master Fee Schedule.

Director Boyd opened the public hearing.

Hearing none, Director Slater-Carter made a motion to close the public hearing. Director Young seconded the motion. The motion passed unanimously 4-0.

Director Young said she pointed out that the Master Fee Schedule included the Economic Hardship program.

Director Slater-Carter made a motion to adopt the Ordinance of the Montara Water and Sanitary District Restating and Amending Master Fee Schedule. Director Softky seconded it. Roll call vote. Slater-Carter AYE, Softky AYE, Young AYE, Boyd AYE, Dekker absent. The motion passed 4-0.

3. Review and Possible Action Confirming Reports on Sewer Service Charges and Water System Reliability Charges for FY 2023-2024, and Delinquent Refuse Collection Charges and Water Service Charges for FY 2022-2023.

General Manager Clemens Heldmaier stated the District collects a number of charges on the tax roll. It is a line item for every developed property in the District. This includes the sewer service charges, Water Reliability Charge and delinquent water and garbage. In order to do this, the Health and Safety Code requires they hold a public hearing and adopt the resolution. The listing of all parcels being charged sewer service, Water Reliability charge, and any delinquent charges is available at the office for review. Staff recommendation is to Open the public hearing, allow pertinent public testimony, close the public hearing, and adopt the

Resolution of the Montara Water and Sanitary District Overruling Protests and Confirming Reports on Sewer Service Charges and Water System Reliability Charges for Fiscal Year 2023-2024 and Delinquent Refuse Collection and Water Service Charges for Fiscal Year 2022-2023, Certifying List of Lots or Parcels of Land and Corresponding Charges Against Said Lots or Parcels and Directing Transmittal of Said Certified List and Charges to County Controller for Entry on the Current Assessment Roll.

Director Young asked how many delinquent accounts there are.

Director Boyd announced the public hearing is now open.

Director Slater-Carter made a motion to close the public hearing and Director Softky seconded the motion. All were in favor, and the motion passed unanimously.

Director Young commented that people still have time to pay their delinquent charges before it goes on the tax roll.

Director Slater-Carter added that some people choose not to pay the delinquent charges so they can make other adjustments to their income and other taxes.

Director Slater-Carter made a motion to adopt the Resolution of the Montara Water and Sanitary District Overruling Protests and Confirming Reports on Sewer Service Charges and Water System Reliability Charges for Fiscal Year 2023-2024 and Delinquent Refuse Collection and Water Service Charges for Fiscal Year 2022-2023, Certifying List of Lots or Parcels of Land and Corresponding Charges Against Said Lots or Parcels and Directing. Director Young seconded the motion. Roll call vote. Slater-Carter AYE, Softky AYE, Young AYE, Boyd AYE, Dekker absent. The motion passed and the resolution is adopted 4-0.

CONSENT AGENDA

- 1. Approve Minutes for Regular Scheduled Board Meeting May 4, and 18, 2023 and Personnel Committee Meeting May 8, 2023.**
- 2. Approve Financial Statements for April 2023**
- 3. Approve Warrants for June 1, 2023**
- 4. SAM Flow Report**
- 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 2023**

Director Slater-Carter asked where the SAM flow reports were.

General Manager Clemens Heldmaier said the flow reports have not been approved by the SAM Board yet. As soon as the information becomes available, they can bring it to the MWSD Board.

Director Slater-Carter made a motion to approve the consent agenda items 1-10, and Director Softky seconded it. All directors were in favor, and the motion passed 4-0.

OLD BUSINESS - none

NEW BUSINESS

1. Review and Possible Action Concerning Sewer Authority Mid-Coastside Fiscal Year 2023-2024 General Budget.

General Manager Clemens Heldmaier said the SAM Board approved the general budget to be shared with the member agencies for consideration and approval. This Board already approved the SAM Collections budget. Now, they are looking at the general budget which is for operations and services in the member agencies' areas. This year's budget is suggested to increase \$874,400 dollars or 10% over last year. The assessment for MWSD is \$1.7 million dollars and would increase \$77,798 dollars or 5%. Kishen Prathivadi, George Evans, and Peter Medina are here to answer questions.

General Manager Kishen Prathivadi summarized the budget. It includes all authorized positions, applicable merit step increases, and 3% CPI to staff wages and all non-personnel costs, unless changes are needed due to actual or anticipated events. Changes from fiscal year 22/23: Infrastructure 16%, Legal and Professional services 11%, wages and benefits 10%, and other expenses 2%, total operation budget 7%. There has been a substantial increase in chemicals: Sodium Hypochlorite/Clarifloc 23%, Sodium Bisulfite 7% and Ferric Chloride/other 99%. Total number of staff, 17 people including Collections. Assessments are based on the previous year's flow (calendar year). MWSD is 19.45% (\$1,771,834 dollars), Half Moon Bay is 61.50% (\$5,602,457 dollars), and GCSD is 19.05% (\$1,735,395 dollars). The only flow allocation increase in flow was in Half Moon Bay. Infrastructure has increased from 3 million dollars to 3.5 million dollars—2 million set aside for the force main work (design and planning), 1 million for the emergency generator at the treatment plant, and half million to replace the boilers at the treatment plant. Details are in the packet.

Gregg Dieguez said the inflation rate of 3% seems too low. The national CPI through April 2023 was overall 4.9%. Electricity went up 8.4%, and it seems to be a significant component of SAM expenses and should be reconsidered. Overall, the budget seems optimistic. He noted that professional services went up 11%;

why, and does that include the design studies, hydro morphology study, Integral Consulting on ground water flow? Also, chemicals went up 99%. Did SAM experience more plant upset issues? And is it getting to the point of considering investing in better monitoring equipment to try to figure out where it is coming from?

General Manager Kishen Prathivadi replied that the 3% increase for inflation is standard, and is the same as last year, and they haven't had to apply for a mid-year adjustment. The professional services are for the various vendors used for studies: Integral Consulting, Exponent (pipe analysis), and emergency jobs due to the winter storms. The chemical increases are not due to process upsets. It is routine; they had to bump up on some of the chemicals that are loaded. They have the Century System which gives them real-time information about the loads coming into the plant, so they should not have any significant upsets.

Director Slater-Carter commented that this budget is not as realistic as they would like, but it is imperative that the budget be passed so that SAM can continue to operate. Granada has their own reasons for not signing the budget. But Half Moon Bay wants them to sign a legal stipulation that applies to a separate legal case than the lawsuit that they are suing MWSD and GCSD, and they are trying to conflate the two cases. He urges MWSD to do what they can to move this on. Other issues can be worked out, but holding out like this is a disservice to the Coastsides.

Director Boyd suggested that people read the SAM budget. It is rich with information and is good reading.

Director Softky added that he appreciated his comprehensive budget, and it reflects the reality of dealing with a treatment plant that is 50 years old.

Director Young asked if the sewer lines coming from areas south of Half Moon Bay, such as Ocean Colony and Moon Ridge, are separate and not part of the IPS (Intertie Pipeline).

General Manager Kishen Prathivadi replied that is correct.

General Manager Clemens Heldmaier added they have some pressurized trunk lines up north in Montara, that are similar to but not part of the IPS. They are separate.

Director Slater-Carter made a motion to approve the Resolution of the Montara Water and Sanitary District Consenting to Approval by Sewer Authority Mid-Coastsides of its General Budget for Fiscal Year 2023-2024. Director Young seconded the motion. Roll call vote. Slater-Carter AYE, Softky AYE, Young AYE, Boyd AYE, Dekker absent. The motion passed 4-0.

2. Review and Possible Action Concerning Approval of 2023/2024 Water and Sewer Budget and Capital Improvement Programs.

General Manager Clemens Heldmaier stated that this Board has seen the draft budget. Now they have the final version with updated information. The water capital improvement program and sewer capital improvement programs are included. Year one is the focus. Year two, three, four, and five will be reviewed and revised each year. Also included is a Cost-of-living increase of 4.19% for all non-exempt employees, referring to the index from April to April for the Bay Area. Staff recommendation is to authorize a 4.19% Cost of Living increase for all non-exempt employees and adopt the resolution of the Montara Water and Sanitary District approving the budget for the fiscal year 2023- 2024.

District Accountant Peter Medina said sewer service charges and water fees are the major sources of revenue. They budget less for property taxes due mostly to ERAF. For expenses, on the sewer side is SAM and water side is payroll. They have data through April. Some changes in the version are the COLA increase of 4.19%, the Water Reliability charges, and sewer service charges. They also included funds for the Anniversary celebration and updated the reserve requirements, changing it from two months to six months. This will be discussed later. The cash flows for sewer and water indicates that they are going into reserves for both. They have had a number of projects budgeted for, but not taken place for various reasons over the last 3-4 years. However, they do have sufficient reserves in terms of capital reserves to fund these projects.

Director Slater-Carter thanked District Accountant Peter Medina and Director Dekker (who is not present) for their work on this and has enormous confidence in the budget. She suggested it be passed.

Director Slater-Carter made a motion to approve to Authorize a 4.19% Cost of Living increase for all non-exempt employees and adopt the resolution of the Montara Water and Sanitary District approving the budget for the fiscal year 2023-2024. Director Young seconded the motion. Roll call vote. Slater-Carter AYE, Softky AYE, Young AYE, Boyd AYE, Dekker absent. The motion passed 4-0.

3. Review and Possible Action Concerning Revisions to Reserve Policy.

General Manager Clemens Heldmaier said it was recommended by the Finance Committee and Financial advisor to revise the Reserve Policy. MWSD has three reserves: operations, capital, and connection reserve. They are changing the operation reserve only. They have a minimum (2 months) and maximum (ten months). They would like to change operating reserves to 6 months of reserves in the account. They would also like to eliminate the connection charge reserve. There isn't a need for it. The connection charges are restricted funds and can only applied toward capital improvement. The next agenda item is to adopt the

connection charge report. This report is sufficient to ensure connection charges are spent appropriately.

District Accountant Peter Medina clarified that sewer has a range with a minimum threshold of two months. Water was set for two months. Sewer will still have a range, but water will not. It will be a six-month target goal. The connection reserve will be eliminated. It was created in the event that they collected more in connection fees than was spent on capital improvement for new customers. They have never experienced that. In the way the capital improvement program is going forward, he does not expect that to happen. In the years where that may occur, they reserve the funds that were collected in the previous year for CIP projects in the next year's fund, so it doesn't fall into operations. They do not anticipate this occurring.

Director Young asked how the reserves will be funded.

Director Boyd clarified they are increasing the minimum amount, and currently exceed that amount in the funds.

General Manager Clemens Heldmaier said they are increasing their operating reserve. They have the funds now. If the funds dip below the reserves, the Board will be notified, and the budget will be adjusted and/or they will raise rates.

District Accountant Peter Medina replied they are adjusting their goal of six months in reserves as their target. There are a number of mechanisms they can apply to get to that threshold.

Director Slater-Carter made a motion to adopt the Resolution of the Montara Water and Sanitary District Approving and Adopting Revisions to Reserve Policy. Director Softky seconded the motion. Roll call vote. Slater-Carter AYE, Softky AYE, Young AYE, Boyd AYE, Dekker absent. The motion passed 4-0.

4. Review and Possible Action Concerning Adoption of Connection Charge Report

General Manager Clemens Heldmaier said Senate Bill 1760 requires local governments have a connection charge report showing how much is collected each year in connection fees and show that it was spent on capital projects. In other words, they have to show that they spent all the restricted funds on capital improvements. Staff recommendation is to authorize the filing of the Annual Connection Report with the District Clerk.

Gregg Dieguez said there is something in this small memo that could be potentially useful in addressing his concerns in a productive way with the cooperation of District Counsel Christine Fitzgerald and General Manager Clemens Heldmaier. As you know, he has done some research and the per connection asset foundation on

a per connection basis at current replacement costs is \$150,000 per connection. He realizes there are real world constraints on that. This memo cites senate bill 1760 and he would like a pointer to that copy of the code and anything else that bears on what water and sewer districts are allowed to do with charging connection fees. The new joiners have not been paying the GO Bond since 2003 like the rest of the rate payers have. By joining they are relying on \$115,000 dollars of asset foundations they are not paying to join. He would like to understand the legal limitations that MWSD is facing. But it is quite clear to him that the reserve policy is inadequate, and the connection charge policy is inadequate, but he wants to give them some levers maybe they can use to adjust the connection charges in a productive way. He would like someone to send him what the code is, and he would like to take a look at that. He wants to understand the mechanics behind the legalities of charging the appropriate amount for connections.

Director Boyd says the senate bill is an accountability mechanism to show that agencies are collecting connection fees and spending at least that much on what connection fees are meant for. This is a simple accounting mechanism.

Director Softky said he would like to hear what Mr. Dieguez asked for in the terms he asked for. What are the laws regarding how they set that money and what they can do with it?

Director Boyd said it was passed in February 1998 and co-authored by Senator Kopp. It is pretty much as described. He will send the link to General Manager Heldmaier.

Director Slater-Carter said that in reference to setting connection fees, there are all kinds of court cases that don't show up in the legislation and can fundamentally change the way things work. It is simply more than legislation.

Director Slater-Carter made a motion to approve authorizing the filing of the Annual Connection Report with the District Clerk. Director Softky seconded the motion. All were in favor, and the motion passed unanimously 4-0.

REPORTS

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

Director Slater-Carter said they discussed the budget. The next SAM Board meeting will be on the 12th.

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

Gregg Dieguez said June 10th there will be an Emergency Preparedness fair in Half Moon Bay. They will have a booth there, and will be handing out Fentanyl test strips, possibly Narcan, and will have a suggestion box. There are major

transportation issues at Surfer's Beach they will be discussing. In working with Supervisor Mueller on Coastside issues, they were asked to prioritize them, and an interesting observation emerged. How much money do they collect from the Coast and how much is spent there? He needs to understand the flow of funds for their region and wants an accounting of where their money is going.

3. California Special Districts Associations Report (Slater-Carter)-none

4. Local Agency Formation Commission (LAFCo) Report (Slater-Carter)-none

5. Attorney's Report (Fitzgerald) - none

6. Directors' Report

Director Young said they are working on the Anniversary celebration. They are making progress, but nothing needs to be decided.

7. General Manager's Report (Heldmaier) –

General Manager Clemens Heldmaier said the newsletter was not available at the time the packet was released. However, it is published and on the website. He will be out of the office for the next two meetings. However, he can't cancel them, because they are awaiting the audit. As soon as the document comes in, they will schedule a special meeting or hold the regular meeting and can participate remotely.

FUTURE AGENDAS - none

BRIEF RECESS at 9:55 pm

CONVENE IN CLOSED SESSION 10:00 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)

Case Name: Montara Water and Sanitary District v. The Dow Chemical Company, et al. (San Bernardino County Superior Court No. CGC-05-438267)

CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION

(Government Code §54956.9(d)(4)) Initiation of Litigation (3 potential case)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code §54957(b)(1))

Title: General Manager

CONFERENCE WITH LABOR NEGOTIATORS (Government Code §54957.6)

Unrepresented Employee: General Manager

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

(Government Code §54956.8)

Property: 771 Rivera Rd., Montara, CA Agency Negotiators: District General Manager; District General Counsel

Negotiating parties: Coast Wholesale Florists, a corporation/Miller-Havice Ranch
Negotiation: Price and Terms of Payment.

REPORT OF ACTION TAKEN IN CLOSED SESSION

ADJOURNMENT at 11:00 pm

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

Respectfully Submitted,

Signed _____
Secretary

Approved on the 20th, July 2023

Signed _____
President



MONTARA WATER & SANITARY DISTRICT

**SPECIAL BOARD OF DIRECTORS MEETING
June 28, 2023**

MINUTES

This meeting took place at the district office located at the above address. Simultaneous public access and participation was also available remotely, via telephone or the ZOOM application.

SPECIAL SESSION began at 5:06 p.m.

CALL TO ORDER

ROLL CALL

Directors Present: Boyd, Dekker, Softky, Slater-Carter and Young

Directors Absent: None

Staff Present: District Clerk, Tracy Beardsley

Others Present: District Counsel, Christine Fitzgerald

PRESIDENT'S STATEMENT

Director Boyd said it is of vital importance that they do everything they can to make sure the Sewer Authority Mid-Coastside (SAM) is able to function without interruption. They are here tonight to consider taking action on the SAM budget.

ORAL COMMENTS

Gregg Dieguez stated he is making a comment as an individual. Half Moon Bay, for years, has paid under protest on budget items that they were disputing in their lawsuit. But something has changed. They are now asking the partner agencies and SAM to sign a stipulation. He has not seen an explanation why they are doing this. Montara and El Granada already approved the budget that includes capital asset repairs to the Intertie Pipeline System (IPS) following storm damage in January which conforms to a consent decree under a federal lawsuit brought by the Ecological Rights Foundation (ERF). Half Moon Bay is in distress. They have a 3.7-million-dollar operating deficit, and based on his calculations, they are facing 95 million dollars in Public Works Reserves deficit. For example, 10 of the 12 million dollars in their storm water capital expenditure plan is unfunded and the storm water infiltration and inflow (I & I) is what caused the SAM plant to exceed capacity and almost fail and suffer millions of dollars in damages the past two Decembers. We are mutually dependent upon a financial healthy partner in Half Moon Bay, and he will do what he can to assist Half Moon Bay in funding their deficit infrastructure. However, he is concerned about agreeing to a budget which fails to comply with the settlement of the Ecological Rights Foundation lawsuit. Montara is exposing itself to additional legal liabilities and increased project costs it would not face were it to approve a budget fully funding the essential IPS repairs. He does understand that all SAM parties must approve a budget or risk being removed from the JPA. So, the actions of Granada, should it agree to a bastardized budget with Half Moon Bay, will force Montara's hand. The root cause of this issue is the financial condition of Half Moon Bay, and that they must all work together to improve.

Director Slater-Carter said they had a crushed water main on Alamo in Montara Friday afternoon. The crew worked tirelessly all weekend to get it fixed. The pipe was accidentally crushed by tree sections being removed in the area. She thanked the crew for their hard work.

Director Young said that she saw Julian Martinez at the San Mateo County Fair and his son was showing a turkey at the fair, and he won. Congratulations to his son.

Director Boyd announced that they have an urgent item. They finally have a final draft of the audit, which is very late. District Accountant Peter Medina is here to introduce it to them. Before they can do that, they need to take a vote of the Board to be added as an urgency item.

Director Slater-Carter made a motion to add the audit to the agenda, and Director Young seconded the motion. All were in favor, and the motion passed unanimously 5-0.

District Accountant Peter Medina said they have a final draft of their audit and the manager's rep letters, which authorizes the partner to sign the report. They have an unmodified opinion. They are under a great deal of pressure from the County and their creditors to produce something, and by going through this process assembling today they can at least show progress, acknowledging that they have the draft and an unmodified opinion.

Director Boyd asked if they had any notable findings.

District Accountant Peter Medina replied with no findings.

Director Boyd said General Manager Heldmaier wanted the Board to be aware of what they have and ask questions. They don't have a copy in front of them, but they can acknowledge Peter's representation that the final is there. They can provide that acknowledgement.

District Accountant Peter Medina stated that they plan to move forward with the agencies asking them for a status. Acceptance and receipt will come, but they want to be able to move forward without having to reassemble the Board to formally receive the draft to submit to the County and creditors.

Director Young asked why the auditors are running so late and are they switching auditors.

District Accountant Peter Medina said the auditors indicated they were having staffing issues. However, their lack of response and the length of time taken for the segments to be rolled out is difficult to accept.

Director Young asked if there is a deadline.

District Accountant Peter Medina said there isn't a deadline. However, anything more than a fiscal year end, is a red flag. It is typical for an audit report to be issued and accepted within six months of fiscal year end. They have already engaged with another auditor for fiscal year ending June 30, 2023.

Director Softky said the motivation for tonight is that they are under pressure from County regulators and creditors to produce an audit, which is extremely late. And the solution is to give them the draft showing they are close and probably what will be signed off on, in lieu of the final audit.

Director Boyd stated that if the Board approves, they will direct staff to share it with the parties that need it with the understanding that they believe it is in its final draft form and will likely be signed off in substantially the form that it has been shared with them and they intend to share it with the parties. They will get it formally accepted at the next meeting.

All Directors were in agreement.

CONVENE IN CLOSED SESSION 5:22 pm

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)

CONVENE IN OPEN SESSION 6:07 pm

NEW BUSINESS

1. Review and Possible Action Concerning Sewer Authority Mid-Coastside Fiscal Year 2023- 2024 General Budget, As Amended.

Director Boyd read the staff report detailing the background and changes included in the new budget.

Director Slater-Carter said it is very important to keep SAM operating for the public health of the Coastside. It is a dangerous folly for Granada and Half Moon Bay to remove funding for a project to which they are legally obligated under the Clean Water Act, and have previously through their membership with SAM, agreed to. According to the Clean Water Act, members of an agency like SAM, are considered a “person” –a body inseparable. Half Moon Bay and Granada thinks what they are doing is right, but it is putting SAM, the community, and the system at risk. She would like Montara to put together a fund in the budget to save for their share of the IPS repairs, so it doesn’t impact the rate payers.

Director Young said that she will vote yes under protest, because they are being “held over a barrel,” and when Kishen said they only have enough in reserves to run for two months if the budget wasn’t passed and they would have to shut down, she worries for all the residents of the Coastside. It wasn’t right how Half Moon Bay put it to them.

Director Boyd said there is no way they are going to let anyone impact the function of the crew and keep the Coastside safe. The function of SAM is not something to be toyed with. They have been steadfast and continue to do so, even when their partners try to make it about something else.

Director Slater-Carter 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 2023-2024, As Amended, and Rescind Resolution No. 1766. Director Dekker seconded the motion. Roll call vote. Director

Dekker: AYE. Director Slater-Carter: AYE, Director Softky: AYE, Director Young: AYE (under protest), Director Boyd: AYE. The motion passes 5-0.

District Counsel Christine Fitzgerald said the resolution provided in the packet was the standard resolution for the general budget that they normally pass. In light of the comments the Board made in regard to the motion, should those comments be incorporated in the ultimate resolution that the Board is approving here?

Director Boyd said yes; the Board members nodded yes and they have a consensus.

ADJOURNMENT at 6:20 pm

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

Respectfully Submitted,

Signed _____
Secretary

Approved on the 20th, July 2023

Signed _____
President

RESOLUTION NO. 1769

RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT CONSENTING TO APPROVAL BY SEWER AUTHORITY MID-COASTSIDE OF ITS GENERAL BUDGET FOR FISCAL YEAR 2023-2024, AS AMENDED, AND RESCIND RESOLUTION NO. 1766

WHEREAS, Sewer Authority Mid-Coastside (“SAM”) has, pursuant to Article III, Section (F)(3) of the joint exercise of powers agreement dated February 3, 1976, as amended, establishing said Authority (“JPA”), submitted its General Budget for fiscal year July 1, 2023 – June 30, 2024 for the consent of this District; and

WHEREAS, on June 1, 2023, this Board approved Resolution 1766, titled “Resolution of the Montara Water and Sanitary District Consenting to Approval By Sewer Authority Mid-Coastside of its General Budget for Fiscal Year 2023-2024” consenting to the SAM Fiscal Year 2023-2024 General Budget as authorized for presentation to the member agencies by the SAM Board on May 18, 2023 (“Original General Budget”); however, at the SAM Board of Directors (“Board”) meeting of June 27, 2023, final approval of the Original General Budget was not obtained due to refusal of SAM member agency, the City of Half Moon Bay (“City”), to consent thereto; instead the SAM Board approved for distribution to the member agencies a revised General Budget for Fiscal Year 2023-24 (“Revised General Budget”) to which this Resolution pertains; and

WHEREAS, at all times mentioned herein, the District was and is ready, willing and able to timely contribute its share of funding under the Original General Budget, including funding to design and construct replacement of a portion of SAM’s Intertie Pipeline (“IPS”), known as the Montara Force Main Rehabilitation Project, an essential and priority project contained within the infrastructure component thereof, as mandated by the JPA, the judgment of the court (“Judgment”) in the case of *City of Half Moon Bay v. Granada Community Services District et al* Santa Clara Superior Court Case No. 17CV316927 (“Declaratory Relief Action”), and the consent decree, approved by SAM, by and through its member agencies, issued in the case of *Ecological Rights Foundation v. Sewer Authority Mid-Coastside* (United States District Court Case No. 3:18-

RESOLUTION NO. 1769

RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT CONSENTING TO APPROVAL BY SEWER AUTHORITY MID-COASTSIDE OF ITS GENERAL BUDGET FOR FISCAL YEAR 2023-2024, AS AMENDED, AND RESCIND RESOLUTION NO. 1766

CV-04413) (“ERF Consent Decree”) to comply with the requirements of SAM’s National Pollutant Discharge Elimination System Permit and the Clean Water Act; and,

WHEREAS, the City continues to protest paying its share of the cost to replace the portion of SAM’s Intertie Pipeline, known as the Montara Force Main Rehabilitation Project, despite its responsibility under the JPA, the Judgment and the ERF Consent Decree; and

WHEREAS, despite the City’s continued protest that part of the General Budget related to SAM’s IPS, including the Montara Force Main Rehabilitation Project, and paying its share, it is the intent of this Board that the District comply with all of its legal and contractual responsibilities and obligations as a member agency of SAM, for the continued vital funding of SAM operations benefitting the entire Coastside, and the District is committed to keeping SAM funded and operational at all times; and

WHEREAS, it is the further intent of this Board to hold the City fully accountable for all costs, damages and adverse consequences arising from and associated with its failure to approve funding for the Montara Force Main Rehabilitation Project and all other IPS projects; and

WHEREAS, this Board has reviewed the aforesaid Revised General Budget, and desires to signify its approval thereof, subject to amendment at mid-year or following the decision of the appellate court in the Declaratory Relief Action, whichever comes first.

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 true and correct, and incorporated into these findings as though fully set forth.

RESOLUTION NO. 1769

RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT CONSENTING TO APPROVAL BY SEWER AUTHORITY MID-COASTSIDE OF ITS GENERAL BUDGET FOR FISCAL YEAR 2023-2024, AS AMENDED, AND RESCIND RESOLUTION NO. 1766

2. Consent is hereby given to the approval by Sewer Authority Mid-Coastside of the Revised General Budget for fiscal year 2023-2024 entitled, “General Budget – Fiscal Year 2023/24,” subject to amendment at mid-fiscal year or following the decision by the appellate court in the Declaratory Relief Action, which occurs first, a copy of which is attached to this Resolution as Exhibit A and on file in the District’s Administrative Offices to which reference is hereby made for the particulars thereof.

3. Resolution No. 1766, entitled “Resolution of the Montara Water and Sanitary District Consenting to Approval by Sewer Authority Mid-Coastside of Its General Budget For Fiscal Year 2023-2024” and adopted by this Board on June 1, 2023, is hereby rescinded.

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

President, Montara Water and Sanitary District

COUNTERSIGNED:

Secretary, Montara Water and Sanitary District

* * * *

I HEREBY CERTIFY that the foregoing Resolution No. 1769 was duly and regularly passed and adopted by the Board of the Montara Water and Sanitary District, County of San Mateo, California, at a Regular Meeting thereof held on the 28th day of June, 2023, by the following vote:

RESOLUTION NO. 1769

RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT CONSENTING TO APPROVAL BY SEWER AUTHORITY MID-COASTSIDE OF ITS GENERAL BUDGET FOR FISCAL YEAR 2023-2024, AS AMENDED, AND RESCIND RESOLUTION NO. 1766

AYES, Directors: Boyd, Dekker, Slater-Carter, Softky and Young

NOES, Directors: None

ABSENT, Directors: None

Secretary, Montara Water and Sanitary District

RESOLUTION NO. 1769

RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT CONSENTING TO APPROVAL BY SEWER AUTHORITY MID-COASTSIDE OF ITS GENERAL BUDGET FOR FISCAL YEAR 2023-2024, AS AMENDED, AND RESCIND RESOLUTION NO. 1766

EXHIBIT A

SAM FY 2023-2024 GENERAL BUDGET



MONTARA WATER & SANITARY DISTRICT

PERSONNEL COMMITTEE SPECIAL MEETING May 26, 2023

MINUTES

THIS MEETING WAS HELD REMOTELY UNDER PARAGRAPH (1) OF SUBDIVISION (e) OF GOVERNMENT CODE SECTION 54953 DUE TO THE CURRENT PROCLAIMED STATE OF EMERGENCY. DIRECTORS, STAFF AND THE PUBLIC PARTICIPATED REMOTELY VIA THE APPLICATION ZOOM

SPECIAL SESSION began at 5:45 p.m.

CALL TO ORDER

ROLL CALL

Committee Members Present: Boyd and Slater-Carter

Others Present: Labor Counsel, Christopher Boucher

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

ORAL COMMENTS - none

NEW BUSINESS - none

REPORTS – none

CLOSED SESSION

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code §54957(b)(1)) Title: General Manager

The Committee convened in Closed Session at 5:50 p.m. and reconvened in Open Session at 5:55 p.m.

Committee Member Scott Boyd announced that no action was taken in closed session.

ADJOURNMENT at 7:00 p.m.

Respectfully Submitted,

Signed _____
Director Slater-Carter

Approved on the 6th, July 2023

Signed _____
Director Scott Boyd

Signed _____
Director Slater-Carter



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: July 20, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

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

**Budget vs. Actual – Sewer July 1, 2022 through May 31, 2023 - Variances
over \$2,000:**

- 4220 Cell Tower Lease, \$2,800 above Budget – Annual adjustment was larger than anticipated during last year's budget process.
- 4400 Fees, \$9,038 below Budget – all fee categories have lagged behind expectations for various economic reasons.
- 4610 Property Tax Receipts, \$199,424 above Budget – \$378,218 in Excess ERAF has been collected this current fiscal year. \$305K in property tax receipts collected thus far.
- 4710 Sewer Service Charges, \$74,141 above Budget – The District received another Sewer service apportionment in April in the amount of \$1,336,548. \$283,619 is to be recognized as Water Reliability Charges.
- 4720 Sewer Service Refunds, Customer, \$4,502 below Budget – less refunds issued than anticipated.
- **Overall Total Operating Income for the period ending May 31, 2023 was \$1,012,072 above budget. Total operating income received to date is \$4,349,401.**
- 5200 Board of Directors, \$67,790 below Budget – Funds have been budgeted for the District to begin a District re-mapping. The District has decided on a demographer with the project expected to be completed by October 2023. Contractor presented at last board meeting.
- 5250 Conference attendance, \$4,074 below Budget – Attendance to ACWA conference occurred in March. Additional conferences planned in the future.
- 5300 Insurance, \$5,699 below Budget – Actuals less than anticipated.
- 5350 LAFCO Assessment, \$2,292 below Budget – Bill is typically received and paid in June.
- 5400 Legal, \$20,222 below Budget – Costs related to the defense of various legal proceedings is less than expected.
- 5510 Maintenance, Office, \$2,925 below Budget – Boardroom upgrades were completed and the cost was less than anticipated.
- 5540 Office Supplies, \$5,680 above Budget – Various pieces of office equipment purchased including battery back-ups and computer equipment.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: July 20, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 5560 Printing & Publishing, \$2,674 above Budget – Kastama Strategic consulting invoices have been reclassified from strictly consulting into constituent accounts based on detail activity.
- 5610 Accounting, \$5,557 above Budget – Variance due to additional work related to audit, FYE 6/30/2022 audit and additional projects.
- 5620 Audit, \$15,125 below Budget – Audit fieldwork was completed, we are currently working through the draft process.
- 5720 Telephone & Internet, \$19,158 above Budget – Increased per month service costs.
- 6170 Claims, Property Damage, \$18,333 below Budget – No claims to date.
- 6200 Engineering, \$30,583 above Budget – Payment for general engineering and pump station mechanical engineering and GIS facility mapping.
- 6400 Pumping, \$8,578 above Budget – Catch-up bill received and paid in February 2023. Bill was 3X typical amount. In addition, costs related to Agency fees have been incurred, but unexpected. These fees amount to approximately \$5K.
- 6600 Collection/Transmission, \$9,167 below Budget – No activity to date.
- Vehicles: \$13,483 over Budget – The purchase of a new truck, as approved by the Board took place in May. The activity will be moved to the capital account.
- 6900 SAM Expenses, \$56,055 above Budget – Pump station repair costs in May amounted to \$41K, costs are a pass-thru from SAM.
- **Overall Total Operating Expenses for the period ending May 31, 2023, were \$79,856 above Budget.**
- **Total overall Expenses for the period ending May 31, 2023, were \$961 below budget. For a net ordinary income of \$276,082 above Budget. Actual net ordinary income is \$1,192,343.**
- 7110 Connection Fees (New Construction), \$71,389 above Budget – One new connections issued in May.
 - Refund issued in July 2022.
- 7200 Interest Income, LAIF, \$60,185 above budget – Due to the increase Federal interest rates.
- 8000 CIP, \$710,750 below Budget – Minimal activity to date, mainly engineering support and generator expenses.
- 9200 I-Bank Loan, \$8,423 below Budget – Due to timing.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: July 20, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

Budget vs. Actual – Water July 1, 2022 thru May 31, 2023 - Variances over \$2,000:

- 4400 Fees, \$11,295 below Budget – Water administration fees have lagged behind expectations.
- 4610 Property Tax Receipts, \$199,424 above Budget – \$378,218 in Excess ERAF has been collected this current fiscal year. \$305K in property tax receipts collected thus far.
- 4740 Testing, Backflow, \$8,651 above Budget – Difference due to timing of testing and collections.
- 4810 Water Sales, Domestic, \$83,687 below Budget - Difference mainly due to timing of collections.
- 4850 Water Refunds, Customer, \$3,090 above budget – meter adjustment refund issued in March of \$4,500.
- **Overall Total Operating Income for the period ending May 31, 2023 was \$175,214 below budget. Total operating revenue received to date is \$1,767,594.**
- 5200 Board of Directors, \$67,790 below Budget – Funds have been budgeted for the District to begin a District re-mapping. The District has decided on a demographer with the project expected to be completed by October 2023. Contractor presented at last board meeting.
- 5240 CDPH Fees, \$3,776 above Budget – Annual permit fee paid in January.
- 5250 Conference attendance, \$4,074 below Budget – Attendance to ACWA conference occurred in March. Additional conferences planned in the future.
- 5300 Insurance, \$8,051 above Budget – CSRMA annual renewal premium paid in September.
- 5350 LAFCO Assessment, \$4,583 below Budget – Bill is typically received and paid in June.
- 5400 Legal, \$34,214 below Budget – Majority of time spent on Sewer related issues.
- 5510 Maintenance, Office, \$2,925 below Budget – Boardroom upgrades were completed and the cost was less than anticipated.
- 5530 Memberships, \$2,575 below Budget - Cost of membership dues were less than anticipated.
- 5540 Office Supplies, \$3,888 above Budget – Purchase of battery back-ups and additional office equipment in January & February.
- 5550 Postage, \$3,289 above Budget – Water billing postage costs are higher than expected.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: July 20, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 5610 Accounting, \$5,557 above Budget – Variance due to additional work related to audit, FYE 6/30/2022 audit and additional projects.
- 5620 Audit, \$15,125 below Budget – Audit fieldwork was completed, we are currently working through the draft process.
- 5630 Consulting, \$13,742 below Budget – Work related to the rate study has not yet been billed and paid for.
- 5640 Data Services, \$5,059 below Budget – Will be used later in Fiscal Year to assist with Water Reliability charge.
- 5720 Telephone & Internet, \$28,324 above Budget – Increased per month service costs.
- 5800 Labor, \$40,012 below Budget – Reflective of the loss of an experienced operator.
- 6170 Claims, Property Damage, \$9,026 below Budget – Reimbursement paid in November.
- 6180 Communications, \$27,502 below Budget – Minimal payments for SCADA maintenance paid to date.
- 6195 Education & Training, \$3,524 below Budget – Less activity than anticipated.
- 6200 Engineering, \$66,312 above Budget – Mainly due to costs related to water quality engineering.
- 6320 Equipment & Tools, expensed, \$3,601 below Budget – Account is used as needed, but kept under budget.
- 6400 Pumping, \$10,566 above Budget – Mainly due to the cost of generators.
- 6500 Supply, \$11,729 below Budget – Q2 water purchases were less than anticipated.
- 6600 Collection/Transmission, \$166,100 above Budget – Unexpected costs arose in November & December due to water leaks and the need to pay for water main maintenance. Additional costs paid for in March & May are being reviewed for possible capitalization.
- 6700 Treatment, \$35,162 below Budget – payments made for chemicals and related treatment costs are less than anticipated.
- 6800 Vehicles, \$30,805 above Budget – The purchase of a new truck, as approved by the Board took place in May. The activity will be moved to the capital account.
- **Overall Total Operating Expenses for the period ending May 31, 2023 were \$186,779 above Budget.**
- **Total overall Expenses for the period ending May 31, 2023 were \$55,604 above budget. For a net ordinary income of \$67,915 budgeted vs. actual. Actual net ordinary income is \$258,805.**



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: July 20, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 7100 Connection Fees, \$40,838 above Budget – One new construction connection purchased in May.
- 7250 CAMP interest, \$98,802 above Budget – No budget was established for CAMP interest income as it was unknown what amount of principal balance would be transferred into CAMP in order to earn interest.
- 7600 Bond Revenues, G.O. \$23,154 above Budget – Due to timing.
- 7650 Water System Reliability, \$44,281 below Budget – The District received another Water Reliability assessment in April.
- 8000 CIP, \$738,083 below Budget – Projects are currently on-going and others are being planned.
- 9100 GO Bond interest expense, \$29,189 above Budget – Difference due to timing.
- 9210 Conservation Program/Rebates, \$2,550 below Budget – Less water reduction appliance rebates are being claimed.

RECOMMENDATION:

This is for Board information only

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2022 through May 2023

	Jul '22 - May 23	Sewer Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 · Cell Tower Lease	76,132.98	73,333.37	2,799.61
4400 · Fees			
4410 · Administrative Fee (New Constr)	2,360.00	5,500.00	-3,140.00
4420 · Administrative Fee (Remodel)	0.00	916.63	-916.63
4430 · Inspection Fee (New Constr)	2,233.00	5,500.00	-3,267.00
4440 · Inspection Fee (Remodel)	0.00	916.63	-916.63
4460 · Remodel Fees	6,536.00	7,333.37	-797.37
Total 4400 · Fees	11,129.00	20,166.63	-9,037.63
4510 · Grants	136.00		
4610 · Property Tax Receipts	488,283.92	288,860.00	199,423.92
4710 · Sewer Service Charges	3,477,246.31	3,403,105.75	74,140.56
4720 · Sewer Service Refunds, Customer	-4,664.88	-9,166.63	4,501.75
4760 · Waste Collection Revenues	25,464.26	24,750.00	714.26
4990 · Other Revenue	2,442.81		
Total Income	4,076,170.40	3,801,049.12	275,121.28
Gross Profit	4,076,170.40	3,801,049.12	275,121.28
Expense			
5000 · Administrative			
5190 · Bank Fees	4,829.08	6,416.63	-1,587.55
5200 · Board of Directors			
5210 · Board Meetings	4,734.83	2,750.00	1,984.83
5220 · Director Fees	5,850.00	6,875.00	-1,025.00
5230 · Election Expenses	0.00	68,750.00	-68,750.00
Total 5200 · Board of Directors	10,584.83	78,375.00	-67,790.17
5250 · Conference Attendance	1,425.56	5,500.00	-4,074.44
5270 · Information Systems	5,818.13	4,583.37	1,234.76
5300 · Insurance			
5310 · Fidelity Bond	0.00	458.37	-458.37
5320 · Property & Liability Insurance	8,509.72	13,750.00	-5,240.28
Total 5300 · Insurance	8,509.72	14,208.37	-5,698.65
5350 · LAFCO Assessment	0.00	2,291.63	-2,291.63
5400 · Legal			
5430 · General Legal	51,963.75	183,333.37	-131,369.62
5440 · Litigation	111,147.83		
Total 5400 · Legal	163,111.58	183,333.37	-20,221.79
5510 · Maintenance, Office	10,824.85	13,750.00	-2,925.15
5530 · Memberships	4,435.00	3,666.63	768.37
5540 · Office Supplies	7,971.82	2,291.63	5,680.19
5550 · Postage	1,215.71	366.63	849.08
5560 · Printing & Publishing	4,049.34	1,375.00	2,674.34

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

July 2022 through May 2023

	Sewer		\$ Over Budget
	Jul '22 - May 23	Budget	
5600 · Professional Services			
5610 · Accounting	40,390.00	34,833.37	5,556.63
5620 · Audit	0.00	15,125.00	-15,125.00
5630 · Consulting	45,841.71	45,833.37	8.34
5640 · Data Services	9,853.08	8,250.00	1,603.08
5650 · Labor & HR Support	2,572.30	2,291.63	280.67
5660 · Payroll Services	1,104.51	916.63	187.88
Total 5600 · Professional Services	99,761.60	107,250.00	-7,488.40
5710 · San Mateo Co. Tax Roll Charges	119.00	183.37	-64.37
5720 · Telephone & Internet	42,074.94	22,916.63	19,158.31
5730 · Mileage Reimbursement	957.29	1,375.00	-417.71
5740 · Reference Materials	0.00	183.37	-183.37
5790 · Other Administrative	2,562.86		
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	18,863.59	17,767.75	1,095.84
5820 · Employee Benefits	45,817.07	40,171.12	5,645.95
5830 · Disability Insurance	1,583.87	1,878.25	-294.38
5840 · Payroll Taxes	16,553.86	21,171.37	-4,617.51
5850 · PARS	19,096.38	17,361.63	1,734.75
5900 · Wages			
5910 · Management	105,395.58	113,270.63	-7,875.05
5920 · Staff	158,008.09	160,542.25	-2,534.16
5930 · Staff Certification	1,925.00	1,650.00	275.00
5940 · Staff Overtime	5,713.13	1,282.38	4,430.75
5950 · Staff Standby	43.02		
Total 5900 · Wages	271,084.82	276,745.26	-5,660.44
5960 · Worker's Comp Insurance	3,544.86	2,450.25	1,094.61
Total 5800 · Labor	376,544.45	377,545.63	-1,001.18
Total 5000 · Administrative	744,795.76	825,612.26	-80,816.50
6000 · Operations			
6170 · Claims, Property Damage	0.00	18,333.37	-18,333.37
6195 · Education & Training	42.00	916.63	-874.63
6200 · Engineering			
6220 · General Engineering	62,666.50	32,083.37	30,583.13
Total 6200 · Engineering	62,666.50	32,083.37	30,583.13
6320 · Equipment & Tools, Expensed	13.98		
6330 · Facilities			
6335 · Alarm Services	5,442.77	5,041.63	401.14
6337 · Landscaping	4,800.00	5,500.00	-700.00
Total 6330 · Facilities	10,242.77	10,541.63	-298.86
6400 · Pumping			
6410 · Pumping Fuel & Electricity	45,183.86	41,250.00	3,933.86
6420 · Pumping Maintenance, Generators	4,643.75		
Total 6400 · Pumping	49,827.61	41,250.00	8,577.61

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

July 2022 through May 2023

	Sewer		\$ Over Budget
	Jul '22 - May 23	Budget	
6600 · Collection/Transmission			
6660 · Maintenance, Collection System	0.00	9,166.63	-9,166.63
Total 6600 · Collection/Transmission	0.00	9,166.63	-9,166.63
6770 · Uniforms	0.00	183.37	-183.37
6800 · Vehicles			
6810 · Fuel	3,641.34	916.63	2,724.71
6820 · Truck Equipment, Expensed	10,654.32	146.63	10,507.69
6830 · Truck Repairs	1,167.20	916.63	250.57
Total 6800 · Vehicles	15,462.86	1,979.89	13,482.97
6900 · Sewer Authority Midcoastside			
6910 · SAM Collections	260,503.87	260,503.87	0.00
6920 · SAM Operations	1,556,722.58	1,583,384.00	-26,661.42
6940 · SAM Maintenance, Collection Sys	29,700.02	36,666.63	-6,966.61
6950 · SAM Maintenance, Pumping	152,558.88	64,166.63	88,392.25
6960 · SAM NDWSCP	1,290.53		
Total 6900 · Sewer Authority Midcoastside	2,000,775.88	1,944,721.13	56,054.75
Total 6000 · Operations	2,139,031.60	2,059,176.02	79,855.58
Total Expense	2,883,827.36	2,884,788.28	-960.92
Net Ordinary Income	1,192,343.04	916,260.84	276,082.20
Other Income/Expense			
Other Income			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	184,288.00	149,416.63	34,871.37
7120 · Connection Fees (Remodel)	41,559.12	45,833.37	-4,274.25
7152 · Connection Fee Refunds	-26,922.00		
7153 · Add'l Fixture Units (New Const)	17,165.00		
7155 · Add'l Fixture Units (Remodel)	65,312.52		
7165 · Meter Pass Thru Costs	-7,811.38		
7170 · Mainline Ext. Pass Thru	-6,952.00		
Total 7100 · Connection Fees	266,639.26	195,250.00	71,389.26
7200 · Interest Income - LAIF	80,185.23	20,000.00	60,185.23
Total 7000 · Capital Account Revenues	346,824.49	215,250.00	131,574.49
Total Other Income	346,824.49	215,250.00	131,574.49
Other Expense			
8000 · Capital Improvement Program			
8075 · Sewer	220,491.82	931,241.63	-710,749.81
Total 8000 · Capital Improvement Program	220,491.82	931,241.63	-710,749.81

4:43 PM

06/19/23

Accrual Basis

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2022 through May 2023

	Jul '22 - May 23	Sewer Budget	\$ Over Budget
9000 · Capital Account Expenses			
9125 · PNC Equipment Lease Interest	9,006.64	8,738.65	267.99
9200 · I-Bank Loan	11,292.70	19,716.00	-8,423.30
Total 9000 · Capital Account Expenses	20,299.34	28,454.65	-8,155.31
Total Other Expense	240,791.16	959,696.28	-718,905.12
Net Other Income	106,033.33	-744,446.28	850,479.61
Net Income	1,298,376.37	171,814.56	1,126,561.81

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

July 2022 through May 2023

	Jul '22 - May 23	Water Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4400 · Fees			
4410 · Administrative Fee (New Constr)	2,957.00	6,416.63	-3,459.63
4420 · Administrative Fee (Remodel)	0.00	550.00	-550.00
4430 · Inspection Fee (New Constr)	2,798.00	6,416.63	-3,618.63
4440 · Inspection Fee (Remodel)	0.00	916.63	-916.63
4450 · Mainline Extension Fees	0.00	2,750.00	-2,750.00
Total 4400 · Fees	5,755.00	17,049.89	-11,294.89
4510 · Grants	136.00		
4610 · Property Tax Receipts	488,283.84	288,860.00	199,423.84
4740 · Testing, Backflow	22,401.00	13,750.00	8,651.00
4810 · Water Sales, Domestic	1,657,979.16	1,741,666.63	-83,687.47
4850 · Water Sales Refunds, Customer	-5,839.83	-2,750.00	-3,089.83
4990 · Other Revenue	13,379.84		
Total Income	2,182,095.01	2,058,576.52	123,518.49
Gross Profit	2,182,095.01	2,058,576.52	123,518.49
Expense			
5000 · Administrative			
5190 · Bank Fees	4,829.13	3,666.63	1,162.50
5200 · Board of Directors			
5210 · Board Meetings	4,734.82	2,750.00	1,984.82
5220 · Director Fees	5,850.00	6,875.00	-1,025.00
5230 · Election Expenses	0.00	68,750.00	-68,750.00
Total 5200 · Board of Directors	10,584.82	78,375.00	-67,790.18
5240 · CDPH Fees	17,525.56	13,750.00	3,775.56
5250 · Conference Attendance	1,425.56	5,500.00	-4,074.44
5270 · Information Systems	5,818.12	4,583.37	1,234.75
5300 · Insurance			
5310 · Fidelity Bond	0.00	458.37	-458.37
5320 · Property & Liability Insurance	8,509.72	0.00	8,509.72
Total 5300 · Insurance	8,509.72	458.37	8,051.35
5350 · LAFCO Assessment	0.00	4,583.37	-4,583.37
5400 · Legal			
5430 · General Legal	57,124.75	91,666.63	-34,541.88
5440 · Litigation	328.00		
Total 5400 · Legal	57,452.75	91,666.63	-34,213.88
5510 · Maintenance, Office	10,824.85	13,750.00	-2,925.15
5530 · Memberships	22,175.00	24,750.00	-2,575.00
5540 · Office Supplies	8,013.47	4,125.00	3,888.47
5550 · Postage	16,122.64	12,833.37	3,289.27
5560 · Printing & Publishing	4,099.34	4,583.37	-484.03

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

July 2022 through May 2023

	Water		
	Jul '22 - May 23	Budget	\$ Over Budget
5600 · Professional Services			
5610 · Accounting	40,390.00	34,833.37	5,556.63
5620 · Audit	0.00	15,125.00	-15,125.00
5630 · Consulting	45,841.71	59,583.37	-13,741.66
5640 · Data Services	899.50	5,958.37	-5,058.87
5650 · Labor & HR Support	2,572.30	2,291.63	280.67
5660 · Payroll Services	1,104.61	916.63	187.98
Total 5600 · Professional Services	90,808.12	118,708.37	-27,900.25
5710 · San Mateo Co. Tax Roll Charges	1,625.00	183.37	1,441.63
5720 · Telephone & Internet	51,240.97	22,916.63	28,324.34
5730 · Mileage Reimbursement	1,355.48	1,375.00	-19.52
5740 · Reference Materials	0.00	733.37	-733.37
5790 · Other Administrative	2,967.99		
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	44,299.22	45,812.25	-1,513.03
5820 · Employee Benefits	117,407.86	98,336.37	19,071.49
5830 · Disability Insurance	3,512.64	4,960.12	-1,447.48
5840 · Payroll Taxes	46,004.65	53,029.13	-7,024.48
5850 · PARS	40,395.68	40,238.88	156.80
5900 · Wages			
5910 · Management	105,395.80	113,270.63	-7,874.83
5920 · Staff	462,256.44	497,518.12	-35,261.68
5930 · Staff Certification	10,775.00	10,450.00	325.00
5940 · Staff Overtime	52,432.00	45,773.75	6,658.25
5950 · Staff Standby	25,198.71	26,173.62	-974.91
Total 5900 · Wages	656,057.95	693,186.12	-37,128.17
5960 · Worker's Comp Insurance	9,562.40	21,689.25	-12,126.85
Total 5800 · Labor	917,240.40	957,252.12	-40,011.72
Total 5000 · Administrative	1,232,618.92	1,363,793.97	-131,175.05
6000 · Operations			
6160 · Backflow Prevention	838.26	916.63	-78.37
6170 · Claims, Property Damage	140.64	9,166.63	-9,025.99
6180 · Communications			
6185 · SCADA Maintenance	7,331.50	34,833.37	-27,501.87
Total 6180 · Communications	7,331.50	34,833.37	-27,501.87
6195 · Education & Training	1,059.60	4,583.37	-3,523.77
6200 · Engineering			
6220 · General Engineering	16,631.67	18,333.37	-1,701.70
6230 · Water Quality Engineering	113,847.50	45,833.37	68,014.13
Total 6200 · Engineering	130,479.17	64,166.74	66,312.43
6320 · Equipment & Tools, Expensed	7,398.77	11,000.00	-3,601.23

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

July 2022 through May 2023

	Water		
	Jul '22 - May 23	Budget	\$ Over Budget
6330 · Facilities			
6335 · Alarm Services	744.88	1,833.37	-1,088.49
6337 · Landscaping	15,387.66	13,750.00	1,637.66
Total 6330 · Facilities	16,132.54	15,583.37	549.17
6370 · Lab Supplies & Equipment	3,218.72	3,666.63	-447.91
6380 · Meter Reading	356.72	458.37	-101.65
6400 · Pumping			
6410 · Pumping Fuel & Electricity	88,134.49	82,500.00	5,634.49
6420 · Pumping Maintenance, Generators	19,015.01	9,166.63	9,848.38
6430 · Pumping Maintenance, General	308.24	4,583.37	-4,275.13
6440 · Pumping Equipment, Expensed	0.00	641.63	-641.63
Total 6400 · Pumping	107,457.74	96,891.63	10,566.11
6500 · Supply			
6510 · Maintenance, Raw Water Mains	45.43	2,291.63	-2,246.20
6520 · Maintenance, Wells	16,676.89	13,750.00	2,926.89
6530 · Water Purchases	19,673.89	32,083.37	-12,409.48
Total 6500 · Supply	36,396.21	48,125.00	-11,728.79
6600 · Collection/Transmission			
6610 · Hydrants	0.00	9,166.63	-9,166.63
6620 · Maintenance, Water Mains	116,279.95	45,833.37	70,446.58
6630 · Maintenance, Water Svc Lines	20,847.11	18,333.37	2,513.74
6640 · Maintenance, Tanks	2,670.61	4,583.37	-1,912.76
6650 · Maint., Distribution General	18,320.27	9,166.63	9,153.64
6670 · Meters	117,982.17	22,916.63	95,065.54
Total 6600 · Collection/Transmission	276,100.11	110,000.00	166,100.11
6700 · Treatment			
6710 · Chemicals & Filtering	16,613.77	36,666.63	-20,052.86
6720 · Maintenance, Treatment Equip.	8,125.79	13,750.00	-5,624.21
6730 · Treatment Analysis	27,181.61	36,666.63	-9,485.02
Total 6700 · Treatment	51,921.17	87,083.26	-35,162.09
6770 · Uniforms	3,079.89	1,833.37	1,246.52
6800 · Vehicles			
6810 · Fuel	10,924.02	9,166.63	1,757.39
6820 · Truck Equipment, Expensed	31,962.96	1,833.37	30,129.59
6830 · Truck Repairs	3,501.61	4,583.37	-1,081.76
Total 6800 · Vehicles	46,388.59	15,583.37	30,805.22
6890 · Other Operations	2,371.05		
Total 6000 · Operations	690,670.68	503,891.74	186,778.94
Total Expense	1,923,289.60	1,867,685.71	55,603.89
Net Ordinary Income	258,805.41	190,890.81	67,914.60

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

July 2022 through May 2023

	Jul '22 - May 23	Water Budget	\$ Over Budget
Other Income/Expense			
Other Income			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	168,218.00	137,500.00	30,718.00
7130 · Conn. Fees, PFP (New Constr)	128,281.11	45,833.37	82,447.74
7152 · Connection Fee Refunds	-24,892.11		
7155 · Add'l Fixture Units (Remodel)	16,092.00		
7160 · PFP Pass Thru	12,701.11		
7165 · Meter Pass Thru Costs	-189.67		
7170 · Mainline Ext. Pass Thru	-76,039.20		
Total 7100 · Connection Fees	224,171.24	183,333.37	40,837.87
7250 · CAMP Interest Income	98,802.17		
7600 · Bond Revenues, G.O.	878,429.55	901,583.87	-23,154.32
7650 · Water System Reliability	872,385.46	916,666.63	-44,281.17
Total 7000 · Capital Account Revenues	2,073,788.42	2,001,583.87	72,204.55
Total Other Income	2,073,788.42	2,001,583.87	72,204.55
Other Expense			
8000 · Capital Improvement Program			
8100 · Water	397,666.70	1,135,750.00	-738,083.30
Total 8000 · Capital Improvement Program	397,666.70	1,135,750.00	-738,083.30
9000 · Capital Account Expenses			
9075 · PFP Connection Expenses	4,000.00		
9100 · Interest Expense - GO Bonds	38,261.27	67,450.00	-29,188.73
9125 · PNC Equipment Lease Interest	9,006.72	8,738.65	268.07
9150 · SRF Loan	60,602.33	62,527.00	-1,924.67
9210 · Conservation Program/Rebates	200.00	2,750.00	-2,550.00
Total 9000 · Capital Account Expenses	112,070.32	141,465.65	-29,395.33
Total Other Expense	509,737.02	1,277,215.65	-767,478.63
Net Other Income	1,564,051.40	724,368.22	839,683.18
Net Income	1,822,856.81	915,259.03	907,597.78

Montara Water & Sanitary District

Funds Balance Sheet

As of May 31, 2023

6/19/23

Accrual Basis

	Sewer	Water	TOTAL
ASSETS			
Current Assets			
Checking/Savings			
Sewer - Bank Accounts			
Wells Fargo Operating - Sewer	5,118,219.44	0.00	5,118,219.44
LAIIF Investment Fund			
Capital Reserve	3,966,011.89	0.00	3,966,011.89
Connection Fees Reserve	213,000.00	0.00	213,000.00
Operating Reserve	524,507.00	0.00	524,507.00
Total LAIF Investment Fund	4,703,518.89	0.00	4,703,518.89
Total Sewer - Bank Accounts	9,821,738.33	0.00	9,821,738.33
Water - Bank Accounts			
CAMP Investment Fund			
Capital Reserve	0.00	2,769,340.34	2,769,340.34
Connection Fee Reserve	0.00	200,000.00	200,000.00
Operating Reserve	0.00	339,579.00	339,579.00
Total CAMP Investment Fund	0.00	3,308,919.34	3,308,919.34
Wells Fargo Operating - Water	0.00	36,718.13	36,718.13
Restricted Cash			
2020 GO Bonds Fund - Chase	0.00	1,047,339.10	1,047,339.10
Total Restricted Cash	0.00	1,047,339.10	1,047,339.10
Total Water - Bank Accounts	0.00	4,392,976.57	4,392,976.57
Total Checking/Savings	9,821,738.33	4,392,976.57	14,214,714.90
Accounts Receivable			
Sewer - Accounts Receivable			
Accounts Receivable	-3,666.76	0.00	-3,666.76
Sewer - Accounts Receivable - Other	-10,061.79	0.00	-10,061.79
Total Sewer - Accounts Receivable	-13,728.55	0.00	-13,728.55
Water - Accounts Receivable			
Accounts Receivable	0.00	13,967.03	13,967.03
Accounts Rec. - Backflow	0.00	27,879.61	27,879.61
Accounts Rec. - Water Residents	0.00	182,346.83	182,346.83
Unbilled Water Receivables	0.00	236,983.89	236,983.89
Total Water - Accounts Receivable	0.00	461,177.36	461,177.36
Total Accounts Receivable	-13,728.55	461,177.36	447,448.81
Other Current Assets			
Maint/Parts Inventory	0.00	42,656.32	42,656.32
Total Other Current Assets	0.00	42,656.32	42,656.32
Total Current Assets	9,808,009.78	4,896,810.25	14,704,820.03
Fixed Assets			
Sewer - Fixed Assets			
General Plant	8,552,709.89	0.00	8,552,709.89
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	-10,333,056.00	0.00	-10,333,056.00
Total Sewer - Fixed Assets	8,055,415.63	0.00	8,055,415.63

Montara Water & Sanitary District
Funds Balance Sheet
As of May 31, 2023

6/19/23

Accrual Basis

Water - Fixed Assets			
General Plant	0.00	29,178,537.25	29,178,537.25
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	-14,800,793.00	-14,800,793.00
Total Water - Fixed Assets	<u>0.00</u>	<u>16,519,401.03</u>	<u>16,519,401.03</u>
Total Fixed Assets	8,055,415.63	16,519,401.03	24,574,816.66
Other Assets			
Sewer - Other Assets			
Def'd Amts Related to Pensions	84,583.00	0.00	84,583.00
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	2,772,130.08	0.00	2,772,130.08
Water - Other Assets			
Def'd Amts Related to Pensions	0.00	188,265.00	188,265.00
Due from Sewer	0.00	1,357,906.25	1,357,906.25
Total Water - Other Assets	<u>0.00</u>	<u>1,546,171.25</u>	<u>1,546,171.25</u>
Total Other Assets	2,772,130.08	1,546,171.25	4,318,301.33
TOTAL ASSETS	<u>20,635,555.49</u>	<u>22,962,382.53</u>	<u>43,597,938.02</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable - Sewer	167,689.89	0.00	167,689.89
Accounts Payable - Water	0.00	102,365.68	102,365.68
Total Accounts Payable	167,689.89	102,365.68	270,055.57
Other Current Liabilities			
Water - Net Pension Liability	0.00	-40,021.00	-40,021.00
Sewer - Net Pension Liability	-17,981.00	0.00	-17,981.00
Sewer - Current Liabilities			
Accrued Vacations	9,781.90	0.00	9,781.90
Deposits Payable	32,677.55	0.00	32,677.55
Total Sewer - Current Liabilities	<u>42,459.45</u>	<u>0.00</u>	<u>42,459.45</u>
Water - Current Liabilities			
Accrued Vacations	0.00	22,072.48	22,072.48
Construction Deposits Payable	0.00	-589.09	-589.09
Deposits Payable	0.00	-34,679.50	-34,679.50
GO Bonds - S/T	0.00	456,745.89	456,745.89
PFP Water Deposits	0.00	4,302.50	4,302.50
Temporary Construction Meter	0.00	39,610.51	39,610.51
Total Water - Current Liabilities	<u>0.00</u>	<u>487,462.79</u>	<u>487,462.79</u>
Payroll Liabilities			
Employee Benefits Payable	-1,422.16	0.00	-1,422.16
Total Payroll Liabilities	<u>-1,422.16</u>	<u>0.00</u>	<u>-1,422.16</u>
Total Other Current Liabilities	<u>23,056.29</u>	<u>447,441.79</u>	<u>470,498.08</u>
Total Current Liabilities	190,746.18	549,807.47	740,553.65
Long Term Liabilities			
Sewer - Long Term Liabilities			
Due to Water Fund	1,357,906.25	0.00	1,357,906.25
Accrued Vacations	18,831.51	0.00	18,831.51
I-Bank Loan	630,040.61	0.00	630,040.61
PNC Equip. Loan - L/T	279,565.19	0.00	279,565.19
Total Sewer - Long Term Liabilities	<u>2,286,343.56</u>	<u>0.00</u>	<u>2,286,343.56</u>

Montara Water & Sanitary District
Funds Balance Sheet
As of May 31, 2023

Water - Long Term Liabilities			
2020 GO Bonds	0.00	4,772,229.98	4,772,229.98
Accrued Vacations	0.00	25,734.03	25,734.03
PNC Equip. Loan - L/T	0.00	279,565.25	279,565.25
SRF Loan Payable - X109	0.00	2,518,169.06	2,518,169.06
Total Water - Long Term Liabilities	0.00	7,595,698.32	7,595,698.32
Deferred Inflows (Pensions)			
Sewer	11,473.00	0.00	11,473.00
Water	0.00	25,537.00	25,537.00
Total Deferred Inflows (Pensions)	11,473.00	25,537.00	37,010.00
Total Long Term Liabilities	2,297,816.56	7,621,235.32	9,919,051.88
Total Liabilities	2,488,562.74	8,171,042.79	10,659,605.53
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	-92,931.55	0.00	-92,931.55
Total Sewer - Equity Accounts	11,961,613.52	0.00	11,961,613.52
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	92,931.55	92,931.55
Total Water - Equity Accounts	0.00	2,783,986.56	2,783,986.56
Equity Adjustment Account	4,887,002.86	10,184,496.37	15,071,499.23
Net Income	1,298,376.37	1,822,856.81	3,121,233.18
Total Equity	18,146,992.75	14,791,339.74	32,938,332.49
TOTAL LIABILITIES & EQUITY	<u>20,635,555.49</u>	<u>22,962,382.53</u>	<u>43,597,938.02</u>

Montara Water Sanitary District
 Restricted and Non-Restricted Cash Assets
 July 2022 through June 2023

YTD 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	3,967,397.95	3,840,685.70	3,538,089.31	3,138,677.85	2,874,320.40	5,265,844.99	5,147,134.07	5,173,568.50	4,232,736.86	5,648,698.52	5,118,219.44				
Sewer Reserve Accounts															
LAIF															
Capital Reserve	3,894,482.51	3,894,482.51	3,894,482.51	3,910,243.47	3,910,243.47	3,910,243.47	3,934,523.16	3,934,523.16	3,934,523.16	3,966,011.89	3,966,011.89		5,849,500.00	(1,883,488.11)	68%
Connection Fee	213,000.00	213,000.00	213,000.00	213,000.00	213,000.00	213,000.00	213,000.00	213,000.00	213,000.00	213,000.00	213,000.00		213,000.00	-	100%
Operating Reserve	524,507.00	524,507.00	524,507.00	524,507.00	524,507.00	524,507.00	524,507.00	524,507.00	524,507.00	524,507.00	524,507.00		524,507.00	-	100%
Subtotal	4,631,989.51	4,631,989.51	4,631,989.51	4,647,750.47	4,647,750.47	4,647,750.47	4,672,030.16	4,672,030.16	4,672,030.16	4,703,518.89	4,703,518.89	-			
Water Operations															
Wells Fargo Operating	13,871.26	29,591.21	43,574.79	59,858.11	76,149.30	92,082.78	106,921.76	122,507.24	8,446.14	22,697.17	36,718.13				
Water - Reserve Accounts															
CAMP - Reserve Funds															
Capital Reserve	2,030,795.03	2,030,795.03	2,030,795.03	2,030,795.03	2,030,795.03	2,030,795.03	2,030,795.03	2,030,795.03	2,741,484.69	2,754,899.32	2,769,340.34		4,371,523.00	(1,602,182.66)	63%
Connection Fee	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00	200,000.00		200,000.00	-	100%
Operating Reserve	339,579.00	344,593.98	350,126.36	357,003.96	365,309.09	374,799.15	384,821.84	394,319.83	339,579.00	339,579.00	339,579.00		339,579.00	-	103%
Subtotal	2,570,374.03	2,575,389.01	2,580,921.39	2,587,798.99	2,596,104.12	2,605,594.18	2,615,616.87	2,625,114.86	3,281,063.69	3,294,478.32	3,308,919.34	-			
Water - Restricted Accounts															
JP Morgan Chase - Water															
2020 GO Bond Fund	1,147,781.98	656,009.18	662,595.35	665,187.48	678,886.51	1,138,086.81	1,141,109.35	720,495.45	724,078.99	1,044,268.50	1,047,339.10				
Sub-Total	1,147,781.98	656,009.18	662,595.35	665,187.48	678,886.51	1,138,086.81	1,141,109.35	720,495.45	724,078.99	1,044,268.50	1,047,339.10	-			
Total Cash and Equivalents	12,331,414.73	11,733,664.61	11,457,170.35	11,099,272.90	10,873,210.80	13,749,359.23	13,682,812.21	13,313,716.21	12,918,355.84	14,713,661.40	14,214,714.90	-			

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2022 through June 2023

												TOTAL				
	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense																
Income																
4220 · Cell Tower Lease	6,921.18	6,921.18	6,921.18	6,921.18	6,921.18	6,921.18	6,921.18	6,921.18	6,921.18	6,921.18	6,921.18		76,132.98	80,000.00	-3,867.02	95.17%
4400 · Fees																
4410 · Administrative Fee (New Constr)	569.00			597.00				597.00		597.00			2,360.00	6,000.00	-3,640.00	39.33%
4420 · Administrative Fee (Remodel)														1,000.00	-1,000.00	
4430 · Inspection Fee (New Constr)	538.00			565.00				565.00		565.00			2,233.00	6,000.00	-3,767.00	37.22%
4440 · Inspection Fee (Remodel)														1,000.00	-1,000.00	
4460 · Remodel Fees	1,016.00	597.00	1,325.00		597.00	419.00	1,016.00		131.00	838.00	597.00		6,536.00	8,000.00	-1,464.00	81.7%
Total 4400 · Fees	2,123.00	597.00	1,325.00	1,162.00	597.00	419.00	1,016.00	1,162.00	131.00	2,000.00	597.00		11,129.00	22,000.00	-10,871.00	50.59%
4510 · Grants		136.00											136.00			
4610 · Property Tax Receipts		90,614.66	264.26	803.79	21,224.70	143,248.81	100,082.15	24,835.73	859.80	104,608.77	1,741.25		488,283.92	288,860.00	199,423.92	169.04%
4710 · Sewer Service Charges		2,875.29	1,084.38			1,902,038.09		276,400.20	481.95	1,294,366.40			3,477,246.31	3,712,479.00	-235,232.69	93.66%
4720 · Sewer Service Refunds, Customer				-1,554.96					-3,109.92				-4,664.88	-10,000.00	5,335.12	46.65%
4760 · Waste Collection Revenues	1,608.27	3,331.66	1,447.81	3,610.02	930.84	3,592.34	1,013.47	3,946.21	914.08	3,959.67	1,109.89		25,464.26	27,000.00	-1,535.74	94.31%
4990 · Other Revenue		5.25			9.55			14.71		2,394.20	19.10		2,442.81			
Total Income	10,652.45	104,481.04	11,042.63	10,942.03	29,683.27	2,056,219.42	109,032.80	313,280.03	6,198.09	1,414,250.22	10,388.42		4,076,170.40	4,120,339.00	-44,168.60	98.93%
Gross Profit	10,652.45	104,481.04	11,042.63	10,942.03	29,683.27	2,056,219.42	109,032.80	313,280.03	6,198.09	1,414,250.22	10,388.42		4,076,170.40	4,120,339.00	-44,168.60	98.93%
Expense																
5000 · Administrative																
5190 · Bank Fees	1,404.72	275.11	325.69	331.64	406.55	346.98	436.27	337.16	333.93	325.96	305.07		4,829.08	7,000.00	-2,170.92	68.99%
5200 · Board of Directors																
5210 · Board Meetings		300.00	300.00	150.00	300.00	300.00	300.00	847.02	1,430.82	400.00	406.99		4,734.83	3,000.00	1,734.83	157.83%
5220 · Director Fees		262.50		525.00	337.50		825.00	300.00	1,350.00		2,250.00		5,850.00	7,500.00	-1,650.00	78.0%
5230 · Election Expenses														75,000.00	-75,000.00	
Total 5200 · Board of Directors		562.50	300.00	675.00	637.50	300.00	1,125.00	1,147.02	2,780.82	400.00	2,656.99		10,584.83	85,500.00	-74,915.17	12.38%
5250 · Conference Attendance								1,114.50	311.06				1,425.56	6,000.00	-4,574.44	23.76%
5270 · Information Systems		720.00	273.75	916.75	891.75	225.00	1,187.75	318.75	162.50	725.00	396.88		5,818.13	5,000.00	818.13	116.36%
5300 · Insurance																
5310 · Fidelity Bond														500.00	-500.00	
5320 · Property & Liability Insurance			8,509.72										8,509.72	15,000.00	-6,490.28	56.73%
Total 5300 · Insurance			8,509.72										8,509.72	15,500.00	-6,990.28	54.9%
5350 · LAFCO Assessment														2,500.00	-2,500.00	
5400 · Legal																
5430 · General Legal	3,594.75	3,128.00	1,178.00	4,272.50	6,290.25	5,555.75		5,437.50	7,238.00		15,269.00		51,963.75	200,000.00	-148,036.25	25.98%
5440 · Litigation	708.75	2,961.00	18,773.55	1,466.10	30,509.56	39,368.71		952.50	2,469.55		13,938.11		111,147.83			
Total 5400 · Legal	4,303.50	6,089.00	19,951.55	5,738.60	36,799.81	44,924.46		6,390.00	9,707.55		29,207.11		163,111.58	200,000.00	-36,888.42	81.56%
5510 · Maintenance, Office			325.00	497.38	130.00	152.92	130.00	1,663.92	4,969.48	2,326.15	630.00		10,824.85	15,000.00	-4,175.15	72.17%
5530 · Memberships				4,405.00				30.00					4,435.00	4,000.00	435.00	110.88%
5540 · Office Supplies	139.79	376.68	201.54	434.30	305.66	423.22	2,337.13	1,095.46	165.83	2,301.65	190.56		7,971.82	2,500.00	5,471.82	318.87%
5550 · Postage		65.26		478.69		65.26		68.70	372.10	68.70	97.00		1,215.71	400.00	815.71	303.93%
5560 · Printing & Publishing	88.05	218.96	76.34	939.94	319.18	530.28	56.85	339.16	647.50	408.53	424.55		4,049.34	1,500.00	2,549.34	269.96%
5600 · Professional Services																

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2022 through June 2023

												TOTAL				
	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
5610 · Accounting	2,330.00	4,372.50	4,327.50	3,610.00	3,265.00	2,860.00	3,757.50	4,042.50	3,727.50	4,045.00	4,052.50		40,390.00	38,000.00	2,390.00	106.29%
5620 · Audit														16,500.00	-16,500.00	
5630 · Consulting	2,248.29	1,998.67	3,614.81	4,550.35	3,786.16	3,763.53	6,444.52	3,717.50	6,002.71	5,105.98	4,609.19		45,841.71	50,000.00	-4,158.29	91.68%
5640 · Data Services	899.50	8,953.58											9,853.08	9,000.00	853.08	109.48%
5650 · Labor & HR Support	213.50	213.50	213.50	213.50	213.50	213.50	213.50	213.50	213.50	213.50	437.30		2,572.30	2,500.00	72.30	102.89%
5660 · Payroll Services	79.76	84.54	118.20	84.54	85.90	87.26	87.26	189.77	116.84	84.54	85.90		1,104.51	1,000.00	104.51	110.45%
Total 5600 · Professional Services	5,771.05	15,622.79	8,274.01	8,458.39	7,350.56	6,924.29	10,502.78	8,163.27	10,060.55	9,449.02	9,184.89		99,761.60	117,000.00	-17,238.40	85.27%
5710 · San Mateo Co. Tax Roll Charges				119.00									119.00	200.00	-81.00	59.5%
5720 · Telephone & Internet	3,271.43	1,927.61	5,441.71	3,496.96	4,197.40	3,783.59	380.16	7,447.93	4,103.40	3,505.88	4,518.87		42,074.94	25,000.00	17,074.94	168.3%
5730 · Mileage Reimbursement													957.29	1,500.00	-542.71	63.82%
5740 · Reference Materials														200.00	-200.00	
5790 · Other Administrative									60.36	2,500.00	2.50		2,562.86			
5800 · Labor																
5810 · CalPERS 457 Deferred Plan	1,537.23	1,929.97	1,708.00	1,704.88	1,722.12	1,708.22	1,726.73	1,619.40	1,851.38	1,603.30	1,752.36		18,863.59	19,383.00	-519.41	97.32%
5820 · Employee Benefits	4,100.05	4,100.05	4,100.05	4,100.05	4,100.05	4,219.47	4,219.47	4,219.47	4,219.47	4,219.47	4,219.47		45,817.07	43,823.00	1,994.07	104.55%
5830 · Disability Insurance		295.04	147.52	147.52		295.04	147.52	147.52	108.77		294.94		1,583.87	2,049.00	-465.13	77.3%
5840 · Payroll Taxes	1,088.30	1,518.47	1,274.94	1,271.54	1,109.82	853.81	1,900.27	1,782.66	2,036.48	1,755.52	1,962.05		16,553.86	23,096.00	-6,542.14	71.67%
5850 · PARS	1,500.14	1,902.00	1,674.72	1,629.09	1,674.72	1,674.72	2,160.04	1,648.95	1,791.53	1,648.94	1,791.53		19,096.38	18,940.00	156.38	100.83%
5900 · Wages																
5910 · Management	9,567.78	9,567.78	9,567.78	9,567.78	9,567.78	9,655.28	9,580.28	9,580.28	9,580.28	9,580.28	9,580.28		105,395.58	123,568.00	-18,172.42	85.29%
5920 · Staff	11,852.23	17,597.53	14,342.87	13,691.83	14,412.87	14,707.87	14,482.87	13,180.79	15,133.91	13,051.71	15,553.61		158,008.09	175,137.00	-17,128.91	90.22%
5930 · Staff Certification	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00		1,925.00	1,800.00	125.00	106.94%
5940 · Staff Overtime	385.66	263.55	291.79	941.25	536.51	112.95	602.39	367.09	1,731.90	141.19	338.85		5,713.13	1,399.00	4,314.13	408.37%
5950 · Staff Standby			43.02										43.02			
Total 5900 · Wages	21,980.67	27,603.86	24,420.46	24,375.86	24,692.16	24,651.10	24,840.54	23,303.16	26,621.09	22,948.18	25,647.74		271,084.82	301,904.00	-30,819.18	89.79%
5960 · Worker's Comp Insurance			2,169.37			681.38			694.11				3,544.86	2,673.00	871.86	132.62%
Total 5800 · Labor	30,206.39	37,349.39	35,495.06	33,228.94	33,298.87	34,083.74	34,994.57	32,721.16	37,322.83	32,175.41	35,668.09		376,544.45	411,868.00	-35,323.55	91.42%
Total 5000 · Administrative	45,184.93	63,207.30	79,174.37	59,720.59	84,337.28	91,759.74	51,150.51	60,837.03	70,997.91	54,298.36	84,127.74		744,795.76	900,668.00	-155,872.24	82.69%
6000 · Operations																
6170 · Claims, Property Damage														20,000.00	-20,000.00	
6195 · Education & Training					42.00								42.00	1,000.00	-958.00	4.2%
6200 · Engineering																
6220 · General Engineering	5,161.00	3,776.50	5,631.00	7,433.50	3,512.00	4,179.00	2,779.00	8,360.00	9,602.50	10,455.50	1,776.50		62,666.50	35,000.00	27,666.50	179.05%
Total 6200 · Engineering	5,161.00	3,776.50	5,631.00	7,433.50	3,512.00	4,179.00	2,779.00	8,360.00	9,602.50	10,455.50	1,776.50		62,666.50	35,000.00	27,666.50	179.05%
6320 · Equipment & Tools, Expensed										13.98			13.98			
6330 · Facilities																
6335 · Alarm Services	548.36	427.08	427.08	554.10	427.08	548.36	554.10	427.08	548.35	554.10	427.08		5,442.77	5,500.00	-57.23	98.96%
6337 · Landscaping							3,700.00		1,100.00				4,800.00	6,000.00	-1,200.00	80.0%
Total 6330 · Facilities	548.36	427.08	427.08	554.10	427.08	548.36	4,254.10	427.08	1,648.35	554.10	427.08		10,242.77	11,500.00	-1,257.23	89.07%
6400 · Pumping																
6410 · Pumping Fuel & Electricity	3,134.87	2,875.07	3,146.29	2,276.90	3,174.55	2,914.75	3,672.35	13,043.90	3,604.52	4,212.42	3,128.24		45,183.86	45,000.00	183.86	100.41%
6420 · Pumping Maintenance, Generators	1,095.75	1,584.00	396.00		1,046.00	522.00							4,643.75			
Total 6400 · Pumping	4,230.62	4,459.07	3,542.29	2,276.90	4,220.55	3,436.75	3,672.35	13,043.90	3,604.52	4,212.42	3,128.24		49,827.61	45,000.00	4,827.61	110.73%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2022 through June 2023

												TOTAL								
	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget				
6600 · Collection/Transmission																				
6660 · Maintenance, Collection System													10,000.00	-10,000.00						
Total 6600 · Collection/Transmission													10,000.00	-10,000.00						
6770 · Uniforms													200.00	-200.00						
6800 · Vehicles																				
6810 · Fuel				976.45	241.33	297.35	1,030.14	203.06	197.44			695.57	3,641.34	1,000.00	2,641.34	364.13%				
6820 · Truck Equipment, Expensed				24.68			44.01					10,543.00	10,654.32	160.00	10,494.32	6,658.95%				
6830 · Truck Repairs				456.61			151.08					559.51	1,167.20	1,000.00	167.20	116.72%				
Total 6800 · Vehicles				1,457.74	241.33	491.06	1,074.15	203.06	197.44			11,798.08	15,462.86	2,160.00	13,302.86	715.87%				
6900 · Sewer Authority Midcoastside																				
6910 · SAM Collections	23,682.17	23,682.17	23,682.17	23,682.17	23,682.17	23,682.17	23,682.17	23,682.17	23,682.17	23,682.17	23,682.17		260,503.87	284,186.00	-23,682.13	91.67%				
6920 · SAM Operations	141,169.66	141,169.66	141,169.66	141,169.66	141,169.66	141,169.66	141,169.66	141,169.66	141,169.66	141,169.66	141,169.66	145,025.98	1,556,722.58	1,727,328.00	-170,605.42	90.12%				
6940 · SAM Maintenance, Collection Sys			2,397.00	4,417.63									1,546.16	29,700.02	40,000.00	-10,299.98	74.25%			
6950 · SAM Maintenance, Pumping			8,964.23	8,705.03	20,082.39	14,808.95	28,809.93	1,332.13	17,856.12	8,570.96	43,429.14		152,558.88	70,000.00	82,558.88	217.94%				
6960 · SAM NDWSCP			166.50			150.00			974.03				1,290.53							
Total 6900 · Sewer Authority Midcoastside	164,851.83	176,379.56	177,974.49	184,934.22	179,810.78	193,661.76	166,183.96	187,165.09	182,707.95	173,422.79	213,683.45		2,000,775.88	2,121,514.00	-120,738.12	94.31%				
Total 6000 · Operations	174,791.81	185,042.21	187,574.86	196,656.46	188,253.74	202,316.93	177,963.56	209,199.13	197,760.76	188,658.79	230,813.35		2,139,031.60	2,246,374.00	-107,342.40	95.22%				
Total Expense	219,976.74	248,249.51	266,749.23	256,377.05	272,591.02	294,076.67	229,114.07	270,036.16	268,758.67	242,957.15	314,941.09		2,883,827.36	3,147,042.00	-263,214.64	91.64%				
Net Ordinary Income	-209,324.29	-143,768.47	-255,706.60	-245,435.02	-242,907.75	1,762,142.75	-120,081.27	43,243.87	-262,560.58	1,171,293.07	-304,552.67		1,192,343.04	973,297.00	219,046.04	122.51%				
Other Income/Expense																				
Other Income																				
7000 · Capital Account Revenues																				
7100 · Connection Fees																				
7110 · Connection Fees (New Constr)	53,844.00					32,611.00	32,611.00	32,611.00			32,611.00		184,288.00	163,000.00	21,288.00	113.06%				
7120 · Connection Fees (Remodel)			16,202.52	7,068.60							5,364.00		41,559.12	50,000.00	-8,440.88	83.12%				
7152 · Connection Fee Refunds													-26,922.00							
7153 · Add'l Fixture Units (New Const)			1,073.00			2,682.00	2,682.00	10,728.00					17,165.00							
7155 · Add'l Fixture Units (Remodel)	6,462.00	17,543.52					6,705.00	14,751.00			19,851.00		65,312.52							
7165 · Meter Pass Thru Costs			-2,423.63			-1,698.75							-806.25							
7170 · Mainline Ext. Pass Thru													-6,952.00							
Total 7100 · Connection Fees	31,376.50	27,867.04	4,644.97	15,760.96	33,594.25	35,293.00	62,092.75	14,751.00			19,851.00	37,168.75	266,639.26	213,000.00	53,639.26	125.18%				
7200 · Interest Income - LAIF													8,655.85	15,760.96	24,279.69	31,488.73	80,185.23	20,000.00	60,185.23	400.93%
Total 7000 · Capital Account Revenues	40,032.35	27,867.04	4,644.97	15,760.96	33,594.25	35,293.00	86,372.44	14,751.00			51,339.73	37,168.75	346,824.49	233,000.00	113,824.49	148.85%				
Total Other Income	40,032.35	27,867.04	4,644.97	15,760.96	33,594.25	35,293.00	86,372.44	14,751.00			51,339.73	37,168.75	346,824.49	233,000.00	113,824.49	148.85%				
Other Expense																				
8000 · Capital Improvement Program																				
8075 · Sewer	5,078.49	17,882.76	11,450.48	7,068.49	26,294.49	16,176.99	9,104.99	48,685.73	32,056.02	16,520.49	30,172.89		220,491.82	1,015,900.00	-795,408.18	21.7%				
Total 8000 · Capital Improvement Program	5,078.49	17,882.76	11,450.48	7,068.49	26,294.49	16,176.99	9,104.99	48,685.73	32,056.02	16,520.49	30,172.89		220,491.82	1,015,900.00	-795,408.18	21.7%				
9000 · Capital Account Expenses																				
9125 · PNC Equipment Lease Interest	434.73	855.17	840.10	824.99	809.85	794.67	779.45	764.20	748.90	733.57	1,421.01		9,006.64	9,441.00	-434.36	95.4%				
9200 · I-Bank Loan													1,684.60	9,608.10	11,292.70	19,716.00	-8,423.30	57.28%		
Total 9000 · Capital Account Expenses	2,119.33	855.17	840.10	824.99	809.85	794.67	10,387.55	764.20	748.90	733.57	1,421.01		20,299.34	29,157.00	-8,857.66	69.62%				
Total Other Expense	7,197.82	18,737.93	12,290.58	7,893.48	27,104.34	16,971.66	19,492.54	49,449.93	32,804.92	17,254.06	31,593.90		240,791.16	1,045,057.00	-804,265.84	23.04%				

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2022 through June 2023

	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	TOTAL			
	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget												
Net Other Income	32,834.53	9,129.11	-7,645.61	7,867.48	6,489.91	18,321.34	66,879.90	-34,698.93	-32,804.92	34,085.67	5,574.85		106,033.33	-812,057.00	918,090.33	-13.06%
Net Income	-176,489.76	-134,639.36	-263,352.21	-237,567.54	-236,417.84	1,780,464.09	-53,201.37	8,544.94	-295,365.50	1,205,378.74	-298,977.82		1,298,376.37	161,240.00	1,137,136.37	805.25%

Montara Water & Sanitary District Revenue & Expenditures Budget vs. Actual - Water July 2022 through June 2023

												TOTAL				
	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense																
Income																
4400 · Fees																
4410 · Administrative Fee (New Constr)	569.00			597.00			597.00	597.00		597.00			2,957.00	7,000.00	-4,043.00	42.24%
4420 · Administrative Fee (Remodel)													600.00	600.00	-600.00	
4430 · Inspection Fee (New Constr)	538.00			565.00			565.00	565.00		565.00			2,798.00	7,000.00	-4,202.00	39.97%
4440 · Inspection Fee (Remodel)													1,000.00	1,000.00	-1,000.00	
4450 · Mainline Extension Fees													3,000.00	3,000.00	-3,000.00	
Total 4400 · Fees	1,107.00			1,162.00			1,162.00	1,162.00		1,162.00			5,755.00	18,600.00	-12,845.00	30.94%
4510 · Grants		136.00											136.00			
4610 · Property Tax Receipts		90,614.65	264.25	803.79	21,224.69	143,248.79	100,082.14	24,835.72	859.79	104,608.76	1,741.26		488,283.84	288,860.00	199,423.84	169.04%
4740 · Testing, Backflow	393.00			4,192.00	3,930.00	5,240.00	-131.00	3,144.00	917.00	1,048.00	3,668.00		22,401.00	15,000.00	7,401.00	149.34%
4760 · Waste Collection Revenues																
4810 · Water Sales, Domestic	160,170.12	186,375.59	150,247.08	162,843.35	144,638.37	129,211.25	159,917.83	103,150.52	161,565.42	103,585.44	196,274.19		1,657,979.16	1,900,000.00	-242,020.84	87.26%
4850 · Water Sales Refunds, Customer	-37.44	-63.70		-1,216.23					-4,522.46				-5,839.83	-3,000.00	-2,839.83	194.66%
4990 · Other Revenue		840.25			9.55		10,102.03	14.71		2,394.20	19.10		13,379.84			
Total Income	161,632.68	277,902.79	150,511.33	167,784.91	169,802.61	277,700.04	271,133.00	132,306.95	158,819.75	212,798.40	201,702.55		2,182,095.01	2,219,460.00	-37,364.99	98.32%
Gross Profit	161,632.68	277,902.79	150,511.33	167,784.91	169,802.61	277,700.04	271,133.00	132,306.95	158,819.75	212,798.40	201,702.55		2,182,095.01	2,219,460.00	-37,364.99	98.32%
Expense																
5000 · Administrative																
5190 · Bank Fees	1,404.72	275.11	325.69	331.65	406.56	346.98	436.29	337.16	333.94	325.97	305.06		4,829.13	4,000.00	829.13	120.73%
5200 · Board of Directors																
5210 · Board Meetings		300.00	300.00	150.00	300.00	300.00	300.00	847.02	1,430.81	400.00	406.99		4,734.82	3,000.00	1,734.82	157.83%
5220 · Director Fees		262.50		525.00	337.50		825.00	300.00	1,350.00		2,250.00		5,850.00	7,500.00	-1,650.00	78.0%
5230 · Election Expenses													75,000.00	75,000.00	-75,000.00	
Total 5200 · Board of Directors		562.50	300.00	675.00	637.50	300.00	1,125.00	1,147.02	2,780.81	400.00	2,656.99		10,584.82	85,500.00	-74,915.18	12.38%
5240 · CDPH Fees						4,247.00	13,278.56						17,525.56	15,000.00	2,525.56	116.84%
5250 · Conference Attendance								1,114.50	311.06				1,425.56	6,000.00	-4,574.44	23.76%
5270 · Information Systems		720.00	273.75	916.75	891.75	225.00	1,187.75	318.75	162.50	725.00	396.87		5,818.12	5,000.00	818.12	116.36%
5300 · Insurance																
5310 · Fidelity Bond														500.00	-500.00	
5320 · Property & Liability Insurance			8,509.72										8,509.72	8,509.72	-8,509.72	100.0%
Total 5300 · Insurance			8,509.72										8,509.72	500.00	8,009.72	1,701.94%
5350 · LAFCO Assessment														5,000.00	-5,000.00	
5400 · Legal																
5430 · General Legal	4,914.75	4,253.00	1,178.00	5,652.50	6,890.25	5,555.75		5,821.50	7,590.00		15,269.00		57,124.75	100,000.00	-42,875.25	57.13%
5440 · Litigation						120.00					208.00		328.00			
Total 5400 · Legal	4,914.75	4,253.00	1,178.00	5,652.50	6,890.25	5,675.75		5,821.50	7,590.00		15,477.00		57,452.75	100,000.00	-42,547.25	57.45%
5510 · Maintenance, Office			325.00	497.37	130.00	152.93	130.00	1,663.92	4,969.48	2,326.15	630.00		10,824.85	15,000.00	-4,175.15	72.17%
5530 · Memberships				4,405.00	16,840.00			930.00					22,175.00	27,000.00	-4,825.00	82.13%
5540 · Office Supplies	139.78	376.69	201.51	434.27	305.65	423.22	2,378.85	1,095.45	165.82	2,301.67	190.56		8,013.47	4,500.00	3,513.47	178.08%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2022 through June 2023

												TOTAL				
	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
5550 · Postage	1,014.66	1,561.54	1,001.27	1,982.30	1,392.62	1,739.93	1,104.56	1,927.49	1,504.27	1,749.50	1,144.50		16,122.64	14,000.00	2,122.64	115.16%
5560 · Printing & Publishing	88.06	218.98	76.33	989.93	319.19	530.27	56.84	339.16	647.50	408.53	424.55		4,099.34	5,000.00	-900.66	81.99%
5600 · Professional Services																
5610 · Accounting	2,330.00	4,372.50	4,327.50	3,610.00	3,265.00	2,860.00	3,757.50	4,042.50	3,727.50	4,045.00	4,052.50		40,390.00	38,000.00	2,390.00	106.29%
5620 · Audit														16,500.00	-16,500.00	
5630 · Consulting	2,248.29	1,998.67	3,614.82	4,550.36	3,786.15	3,763.55	6,444.50	3,717.50	6,002.70	5,105.98	4,609.19		45,841.71	65,000.00	-19,158.29	70.53%
5640 · Data Services	899.50												899.50	6,500.00	-5,600.50	13.84%
5650 · Labor & HR Support	213.50	213.50	213.50	213.50	213.50	213.50	213.50	213.50	213.50	213.50	437.30		2,572.30	2,500.00	72.30	102.89%
5660 · Payroll Services	79.76	84.54	118.22	84.54	85.91	87.28	87.28	189.78	116.85	84.54	85.91		1,104.61	1,000.00	104.61	110.46%
Total 5600 · Professional Services	5,771.05	6,669.21	8,274.04	8,458.40	7,350.56	6,924.33	10,502.78	8,163.28	10,060.55	9,449.02	9,184.90		90,808.12	129,500.00	-38,691.88	70.12%
5710 · San Mateo Co. Tax Roll Charges		1,506.00		119.00									1,625.00	200.00	1,425.00	812.5%
5720 · Telephone & Internet	4,161.16	2,588.28	6,404.27	4,640.82	4,945.78	4,525.62	1,182.10	8,086.00	5,044.91	4,323.95	5,338.08		51,240.97	25,000.00	26,240.97	204.96%
5730 · Mileage Reimbursement	188.02			107.62	7.00	7.00	88.56			112.06	845.22		1,355.48	1,500.00	-144.52	90.37%
5740 · Reference Materials														800.00	-800.00	
5790 · Other Administrative	487.39					809.04		-891.29	60.35	2,500.00	2.50		2,967.99			
5800 · Labor																
5810 · CalPERS 457 Deferred Plan	4,064.03	4,213.89	4,148.01	4,067.98	4,202.41	4,207.83	4,286.11	4,176.48	3,933.15	3,279.97	3,719.36		44,299.22	49,977.00	-5,677.78	88.64%
5820 · Employee Benefits	10,990.24	10,990.24	10,990.24	10,990.24	10,990.24	11,007.43	11,007.43	11,007.43	9,213.47	10,110.45	10,110.45		117,407.86	107,276.00	10,131.86	109.45%
5830 · Disability Insurance		680.86	340.43	340.43		680.86	340.43	340.43	206.54		582.66		3,512.64	5,411.00	-1,898.36	64.92%
5840 · Payroll Taxes	3,958.16	4,122.86	4,083.01	3,955.51	3,925.36	3,696.75	4,824.22	4,682.90	4,579.43	3,846.71	4,329.74		46,004.65	57,850.00	-11,845.35	79.52%
5850 · PARS	3,498.71	3,823.22	3,674.04	3,537.53	3,686.26	3,686.26	4,745.00	3,927.36	3,386.63	3,037.34	3,393.33		40,395.68	43,897.00	-3,501.32	92.02%
5900 · Wages																
5910 · Management	9,567.80	9,567.80	9,567.80	9,567.80	9,567.80	9,655.30	9,580.30	9,580.30	9,580.30	9,580.30	9,580.30		105,395.80	123,568.00	-18,172.20	85.29%
5920 · Staff	41,146.90	45,568.75	43,788.09	41,444.55	43,654.29	44,603.42	43,767.32	44,926.88	39,569.83	34,705.03	39,081.38		462,256.44	542,747.00	-80,490.56	85.17%
5930 · Staff Certification	1,075.00	1,075.00	1,075.00	1,075.00	1,075.00	1,075.00	1,075.00	925.00	775.00	775.00	775.00		10,775.00	11,400.00	-625.00	94.52%
5940 · Staff Overtime	5,281.09	3,064.63	4,384.48	5,009.78	4,900.68	4,231.54	6,272.57	3,613.40	7,585.81	2,914.19	5,173.83		52,432.00	49,935.00	2,497.00	105.0%
5950 · Staff Standby	2,424.10	2,371.93	2,311.48	2,362.92	2,298.28	2,247.61	2,366.30	2,168.78	2,350.69	2,308.79	1,987.83		25,198.71	28,553.00	-3,354.29	88.25%
Total 5900 · Wages	59,494.89	61,648.11	61,126.85	59,460.05	61,496.05	61,812.87	63,061.49	61,214.36	59,861.63	50,283.31	56,598.34		656,057.95	756,203.00	-100,145.05	86.76%
5960 · Worker's Comp Insurance			2,169.37			3,685.28			3,707.75				9,562.40	23,661.00	-14,098.60	40.41%
Total 5800 · Labor	82,006.03	85,479.18	86,531.95	82,351.74	84,300.32	88,777.28	88,264.68	85,348.96	84,888.60	70,557.78	78,733.88		917,240.40	1,044,275.00	-127,034.60	87.84%
Total 5000 · Administrative	100,175.62	104,210.49	113,401.53	111,562.35	124,417.18	114,684.35	119,735.97	115,401.90	118,519.79	95,179.63	115,330.11		1,232,618.92	1,487,775.00	-255,156.08	82.85%
6000 · Operations																
6160 · Backflow Prevention						709.69			128.57				838.26	1,000.00	-161.74	83.83%
6170 · Claims, Property Damage					140.64								140.64	10,000.00	-9,859.36	1.41%
6180 · Communications																
6185 · SCADA Maintenance								3,575.00	6.50	3,750.00			7,331.50	38,000.00	-30,668.50	19.29%
Total 6180 · Communications								3,575.00	6.50	3,750.00			7,331.50	38,000.00	-30,668.50	19.29%
6195 · Education & Training	106.45			700.00			253.15						1,059.60	5,000.00	-3,940.40	21.19%
6200 · Engineering																
6220 · General Engineering	135.00	30.80	11.76			1,512.01	1,237.50		495.00	13,209.60			16,631.67	20,000.00	-3,368.33	83.16%
6230 · Water Quality Engineering	6,153.75	9,735.00	3,190.00	10,566.25	1,953.75	11,146.25	16,107.00	7,575.50	20,622.50	10,457.50	16,340.00		113,847.50	50,000.00	63,847.50	227.7%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2022 through June 2023

													TOTAL			
	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
Total 6200 · Engineering	6,288.75	9,765.80	3,201.76	10,566.25	1,953.75	12,658.26	17,344.50	7,575.50	21,117.50	23,667.10	16,340.00		130,479.17	70,000.00	60,479.17	186.4%
6320 · Equipment & Tools, Expensed	212.76	1,262.75	208.97	291.13	2,019.72	1,120.25	77.14	641.31	1,262.17	13.98	288.59		7,398.77	12,000.00	-4,601.23	61.66%
6330 · Facilities																
6335 · Alarm Services	121.27			127.02		121.27	127.02		121.28	127.02			744.88	2,000.00	-1,255.12	37.24%
6337 · Landscaping		962.66	1,925.00		1,065.00	860.00	4,765.00	860.00	3,025.00	1,065.00	860.00		15,387.66	15,000.00	387.66	102.58%
Total 6330 · Facilities	121.27	962.66	1,925.00	127.02	1,065.00	981.27	4,892.02	860.00	3,146.28	1,192.02	860.00		16,132.54	17,000.00	-867.46	94.9%
6370 · Lab Supplies & Equipment				61.95	661.90	1,529.23			73.72	811.77	80.15		3,218.72	4,000.00	-781.28	80.47%
6380 · Meter Reading			113.10			113.46		130.16					356.72	500.00	-143.28	71.34%
6400 · Pumping																
6410 · Pumping Fuel & Electricity	3,134.86	8,427.38	7,622.87	5,793.44	3,571.67	7,898.26	6,659.10	16,109.04	14,728.87	7,545.70	6,643.30		88,134.49	90,000.00	-1,865.51	97.93%
6420 · Pumping Maintenance, Generators	220.46				4,277.62	10,014.98	3,626.95			875.00			19,015.01	10,000.00	9,015.01	190.15%
6430 · Pumping Maintenance, General			239.42	68.82									308.24	5,000.00	-4,691.76	6.17%
6440 · Pumping Equipment, Expensed														700.00	-700.00	
Total 6400 · Pumping	3,355.32	8,427.38	7,862.29	5,862.26	7,849.29	17,913.24	10,286.05	16,109.04	14,728.87	8,420.70	6,643.30		107,457.74	105,700.00	1,757.74	101.66%
6500 · Supply																
6510 · Maintenance, Raw Water Mains						45.43							45.43	2,500.00	-2,454.57	1.82%
6520 · Maintenance, Wells	545.37	59.43	5,896.18						10,175.91				16,676.89	15,000.00	1,676.89	111.18%
6530 · Water Purchases				6,190.23	19.18		6,141.00			7,323.48			19,673.89	35,000.00	-15,326.11	56.21%
Total 6500 · Supply	545.37	59.43	5,896.18	6,190.23	19.18	45.43	6,141.00		10,175.91	7,323.48			36,396.21	52,500.00	-16,103.79	69.33%
6600 · Collection/Transmission																
6610 · Hydrants														10,000.00	-10,000.00	
6620 · Maintenance, Water Mains		13,165.04	7,310.75		49,804.19	18,976.09	4,823.42	2,620.00	13,674.85		5,905.61		116,279.95	50,000.00	66,279.95	232.56%
6630 · Maintenance, Water Svc Lines	71.94	454.45	62.66	1,838.64	4,138.45		2,862.96	3,644.79		7,773.22			20,847.11	20,000.00	847.11	104.24%
6640 · Maintenance, Tanks					2,456.87	61.21		125.05	27.48				2,670.61	5,000.00	-2,329.39	53.41%
6650 · Maint., Distribution General	4,222.60		4,449.17						3,697.43	3,457.11	2,493.96		18,320.27	10,000.00	8,320.27	183.2%
6670 · Meters	1,626.98	1,166.73	10,296.78		7,567.44		113.52	2,031.13	57,234.91	4,804.39	33,140.29		117,982.17	25,000.00	92,982.17	471.93%
Total 6600 · Collection/Transmission	5,921.52	14,786.22	22,119.36	1,838.64	63,966.95	19,037.30	7,799.90	8,420.97	74,634.67	16,034.72	41,539.86		276,100.11	120,000.00	156,100.11	230.08%
6700 · Treatment																
6710 · Chemicals & Filtering	5,248.00	1,601.41	90.03		4,327.47	1,474.38			1,013.28	1,170.76	1,688.44		16,613.77	40,000.00	-23,386.23	41.53%
6720 · Maintenance, Treatment Equip.		1,119.08	1,515.32		1,685.35	1,202.81		367.91	103.88	462.48	1,668.96		8,125.79	15,000.00	-6,874.21	54.17%
6730 · Treatment Analysis	3,086.62	1,693.43	4,228.36	5,055.07	4,035.01	2,234.10	537.64	1,114.41	1,964.36	1,785.81	1,446.80		27,181.61	40,000.00	-12,818.39	67.95%
Total 6700 · Treatment	8,334.62	4,413.92	5,833.71	5,055.07	10,047.83	4,911.29	537.64	1,482.32	3,081.52	3,419.05	4,804.20		51,921.17	95,000.00	-43,078.83	54.65%
6770 · Uniforms	109.38		65.60	633.95	656.90		64.50	510.29	356.89	579.62	102.76		3,079.89	2,000.00	1,079.89	154.0%
6800 · Vehicles																
6810 · Fuel	769.58	1,231.03	644.42	284.33	723.96	892.07	3,090.43	609.18	592.32	1,893.23	193.47		10,924.02	10,000.00	924.02	109.24%
6820 · Truck Equipment, Expensed			21.65	52.38		127.91	132.03			89.15	31,539.84		31,962.96	2,000.00	29,962.96	1,598.15%
6830 · Truck Repairs	1,123.07	703.35		-456.61		453.27				71.52	1,607.01		3,501.61	5,000.00	-1,498.39	70.03%
Total 6800 · Vehicles	1,892.65	1,934.38	666.07	-119.90	723.96	1,473.25	3,222.46	609.18	592.32	2,053.90	33,340.32		46,388.59	17,000.00	29,388.59	272.87%
6890 · Other Operations								171.05		2,200.00			2,371.05			
Total 6000 · Operations	26,888.09	41,612.54	47,892.04	31,206.60	89,105.12	60,492.67	50,618.36	40,084.82	129,304.92	69,466.34	103,999.18		690,670.68	549,700.00	140,970.68	125.65%
Total Expense	127,063.71	145,823.03	161,293.57	142,768.95	213,522.30	175,177.02	170,354.33	155,486.72	247,824.71	164,645.97	219,329.29		1,923,289.60	2,037,475.00	-114,185.40	94.4%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2022 through June 2023

	Jul 22	Aug 22	Sep 22	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	TOTAL			
													Jul '22 - Jun 23	Budget	\$ Over Budget	% of Budget
Net Ordinary Income	34,568.97	132,079.76	-10,782.24	25,015.96	-43,719.69	102,523.02	100,778.67	-23,179.77	-89,004.96	48,152.43	-17,626.74		258,805.41	181,985.00	76,820.41	142.21%
Other Income/Expense																
Other Income																
7000 · Capital Account Revenues																
7100 · Connection Fees																
7110 · Connection Fees (New Constr)	37,844.00		24,344.00		25,919.00	56,549.00					23,562.00		168,218.00	150,000.00	18,218.00	112.15%
7130 · Conn. Fees, PFP (New Constr)	15,087.00	11,800.00	19,081.61		11,751.00	28,513.50			15,751.00	14,546.00	11,751.00		128,281.11	50,000.00	78,281.11	256.56%
7152 · Connection Fee Refunds	-24,892.11												-24,892.11			
7155 · Add'l Fixture Units (Remodel)				16,092.00									16,092.00			
7160 · PFP Pass Thru	341.11							12,360.00					12,701.11			
7165 · Meter Pass Thru Costs			855.33		-1,423.50	330.00	-875.25	681.50	660.00				-417.75		-189.67	
7170 · Mainline Ext. Pass Thru			-71,550.00										-4,489.20		-76,039.20	
Total 7100 · Connection Fees	28,380.00	11,800.00	-27,269.06	16,092.00	36,246.50	85,392.50	-875.25	13,041.50	16,411.00	14,546.00	30,406.05		224,171.24	200,000.00	24,171.24	112.09%
7250 · CAMP Interest Income	3,056.73	5,014.98	5,532.38	6,877.60	8,305.13	9,490.06	10,022.69	9,497.99	13,148.96	13,414.63	14,441.02		98,802.17			
7600 · Bond Revenues, G.O.			1,913.00	2,592.13	13,699.03	459,200.30	4,402.87	69,778.57	3,583.54	320,189.51	3,070.60		878,429.55	983,546.00	-105,116.45	89.31%
7650 · Water System Reliability		1,163.88	628.49			512,336.39		74,451.65	186.22	283,618.83			872,385.46	1,000,000.00	-127,614.54	87.24%
Total 7000 · Capital Account Revenues	31,436.73	17,978.86	-19,195.19	25,561.73	58,250.66	1,066,419.25	13,550.31	166,769.71	33,329.72	631,768.97	47,917.67		2,073,788.42	2,183,546.00	-109,757.58	94.97%
Total Other Income	31,436.73	17,978.86	-19,195.19	25,561.73	58,250.66	1,066,419.25	13,550.31	166,769.71	33,329.72	631,768.97	47,917.67		2,073,788.42	2,183,546.00	-109,757.58	94.97%
Other Expense																
8000 · Capital Improvement Program																
8100 · Water	41,627.18	23,909.89	24,730.00	24,397.50	42,253.25	49,842.61	56,976.56	26,990.35	35,333.52	58,706.08	12,899.76		397,666.70	1,239,000.00	-841,333.30	32.1%
Total 8000 · Capital Improvement Program	41,627.18	23,909.89	24,730.00	24,397.50	42,253.25	49,842.61	56,976.56	26,990.35	35,333.52	58,706.08	12,899.76		397,666.70	1,239,000.00	-841,333.30	32.1%
9000 · Capital Account Expenses																
9075 · PFP Connection Expenses						4,000.00							4,000.00			
9100 · Interest Expense - GO Bonds		5,837.82						32,423.45					38,261.27	67,450.00	-29,188.73	56.73%
9125 · PNC Equipment Lease Interest	434.73	855.17	840.11	825.00	809.86	794.68	779.46	764.20	748.91	733.58	1,421.02		9,006.72	9,441.00	-434.28	95.4%
9150 · SRF Loan				30,813.50									29,788.83	62,527.00	-1,924.67	96.92%
9210 · Conservation Program/Rebates		100.00								100.00			200.00	3,000.00	-2,800.00	6.67%
Total 9000 · Capital Account Expenses	434.73	6,792.99	840.11	31,638.50	809.86	4,794.68	779.46	33,187.65	748.91	833.58	31,209.85		112,070.32	142,418.00	-30,347.68	78.69%
Total Other Expense	42,061.91	30,702.88	25,570.11	56,036.00	43,063.11	54,637.29	57,756.02	60,178.00	36,082.43	59,539.66	44,109.61		509,737.02	1,381,418.00	-871,680.98	36.9%
Net Other Income	-10,625.18	-12,724.02	-44,765.30	-30,474.27	15,187.55	1,011,781.96	-44,205.71	106,591.71	-2,752.71	572,229.31	3,808.06		1,564,051.40	802,128.00	761,923.40	194.99%
Net Income	23,943.79	119,355.74	-55,547.54	-5,458.31	-28,532.14	1,114,304.98	56,572.96	83,411.94	-91,757.67	620,381.74	-13,818.68		1,822,856.81	984,113.00	838,743.81	185.23%

Montara Water & Sanitary District Check Detail

July 13 - 14, 2023

Date	Num	Name	Paid Amount	
Warrants For the Board of Directors Consent Agenda 7/20/2023				
SPLIT				
05/30/2023	13955	AT&T	-1,051.50	PAID
05/30/2023	13956	AT&T	-1,057.32	PAID
05/30/2023	13957	AT&T	-4,997.80	PAID
05/30/2023	13958	AT&T	-338.36	PAID
05/30/2023	13959	AT&T	-685.01	PAID
05/30/2023	13960	Aztec Gardens	-860.00	PAID
05/30/2023	13961	Bill Softky	-300.00	PAID
05/30/2023	13962	CalPERS 457 Plan	-7,241.16	PAID
05/30/2023	13963	Carlisle Young	-300.00	PAID
05/30/2023	13964	Comcast	-311.14	PAID
05/30/2023	13965	Huntington National Bank	-13,970.00	PAID
05/30/2023	13966	IEDA	-427.00	PAID
05/30/2023	13968	Kastama Strategic Consulting	-7,258.15	PAID
05/30/2023	13969	Kathryn Slater-Carter	-450.00	PAID
05/30/2023	13970	KBA Document Solutions	-17.34	PAID
05/30/2023	13972	Peter Dekker	-300.00	PAID
05/30/2023	13974	Postmaster, Montara	-194.00	PAID
05/30/2023	13975	Scott Boyd	-450.00	PAID
05/30/2023	13977	U.S. Bank PARS	-10,689.32	PAID
06/14/2023	13979	ACWA/JPIA	-14,329.92	PAID
06/20/2023	13999	Bartle Wells Associates	-13,780.00	PAID
06/20/2023	14000	Bartle Wells Associates	-6,360.00	PAID
06/14/2023	13983	Cruzio Internet	-94.42	PAID
06/20/2023	14001	Kathryn Slater-Carter	-122.65	PAID
06/14/2023	13987	KBA Document Solutions	-84.47	PAID
06/14/2023	13989	ODP Business Solutions	-209.18	PAID
06/14/2023	13991	PCT	-800.00	PAID
06/20/2023	14002	Redistricting Partners	-15,000.00	PAID
06/14/2023	13992	RVE ACCOUNTING & ADVISORY SERVICES	-8,105.00	PAID
06/14/2023	13993	Tech Solutions	-575.00	PAID
06/14/2023	13994	U.S. Bank	-1,155.00	PAID
06/14/2023	13996	Ueware, Inc	-10,290.00	PAID
06/14/2023	13995	White Glove Housekeeping	-260.00	PAID
06/22/2023	14003	A-B Communications	-182.16	PAID
06/22/2023	14005	Bay Alarm Company	-261.48	PAID
06/22/2023	14006	Bill Softky	-300.00	PAID
06/22/2023	14008	Carlisle Young	-300.00	PAID
06/22/2023	14009	Cintas	-239.13	PAID
06/22/2023	14013	Kathryn Slater-Carter	-300.00	PAID
06/22/2023	14024	Moshe Porter	-822.20	PAID
06/22/2023	14017	Pacific Gas & Electric	-5,727.99	PAID
06/22/2023	14018	PARS	-869.46	PAID

Montara Water & Sanitary District Check Detail

Date	Num	Name	Paid Amount	
06/22/2023	14019	Scott Boyd	-300.00	PAID
06/22/2023	14023	Standard Insurance Co.	-441.91	PAID
06/26/2023	14029	Wells Fargo Remittance Center	-3,699.29	PAID
07/05/2023	14031	ACWA/JPIA	-14,329.92	PAID
07/05/2023	14063	ACWA/JPIA WORKERS COMP	-3,908.36	PAID
07/05/2023	14030	A T & T	-815.01	PAID
07/05/2023	14033	AT&T	-1,057.32	PAID
07/05/2023	14034	AT&T	-1,051.50	PAID
07/05/2023	14035	AT&T	-5,972.80	PAID
07/05/2023	14036	Aztec Gardens	-1,065.00	PAID
07/05/2023	14057	CalPERSs 457 Plan	-7,229.32	PAID
07/05/2023	14058	Comcast	-311.14	PAID
07/05/2023	14038	Fitzgerald Law Offices	-58,523.55	PAID
07/05/2023	14039	Huntington National Bank	-13,970.00	PAID
07/05/2023	14040	IEDA	-427.00	PAID
07/05/2023	14041	Kastama Strategic Consulting	-2,507.45	PAID
07/05/2023	14042	KBA Document Solutions	-26.03	PAID
07/05/2023	14043	Lingo	-336.60	PAID
07/05/2023	14060	Parcelquest	-2,399.00	PAID
07/05/2023	14045	RVE ACCOUNTING & ADVISORY SERVICES	-5,035.00	PAID
07/05/2023	14061	Tech Solutions	-387.50	PAID
07/05/2023	14062	US Bank PARS	-10,836.77	PAID
07/05/2023	14056	White Glove Housekeeping	-260.00	PAID
07/13/2023	14068	Cruzio Internet	-94.44	
07/13/2023	14071	ODP Business Solutions	-139.19	
07/13/2023	14072	PCT	-800.00	

Montara Water & Sanitary District Check Detail

Date	Num	Name	Paid Amount	
July 13 - 14, 2023				
WATER				
05/30/2023	13967	James Ford, Inc.	-42,082.84	PAID
05/30/2023	13971	Pacific Gas & Electric	-1,111.40	PAID
05/30/2023	13973	Phil's Tire Pros & auto Care	-2,088.64	PAID
05/30/2023	13976	SRT Consultants	-28,332.50	PAID
05/30/2023	13978	USA Blue Book	-1,668.96	PAID
06/14/2023	13980	Andreini Brothers, Inc.	-4,526.99	PAID
06/14/2023	13981	Badger Meter, Inc.	-1,352.82	PAID
06/14/2023	13982	BSK Lab	-797.94	PAID
06/15/2023	13998	County of San Mateo/LAFCO	-3,293.00	PAID
06/14/2023	13984	Hach Company	-225.94	PAID
06/14/2023	13985	Half Moon Bay Building & Garden, Inc.	-39.58	PAID
06/14/2023	13988	Mossa Excavation	-11,800.00	PAID
06/14/2023	13990	Pacific Gas & Electric	-2,676.58	PAID
06/22/2023	14004	American Water Works Association	-487.00	PAID
06/26/2023	14025	AT&T Mobility	-481.50	PAID
06/22/2023	14007	BSK Lab	-597.00	PAID
06/26/2023	14026	Calcon Systems, Inc	-770.00	PAID
06/26/2023	14027	California Rural Water Assn	-900.00	PAID
06/26/2023	14028	Esbro Chemical	-1,138.60	PAID
06/22/2023	14010	Hach Company	-585.10	PAID
06/22/2023	14014	MWSD GO Bond	-111,054.88	PAID
06/22/2023	14015	North Coast County Water District	-590.00	PAID
07/05/2023	14032	Alliant Insurance Services	-1,050.00	PAID
07/05/2023	14037	Badger Meter, Inc.	-79,097.75	PAID
07/05/2023	14044	Pacific Gas & Electric	-1,461.07	PAID
07/05/2023	14059	Pacific Gas & Electric	-2,787.39	PAID
07/05/2023	14047	San Mateo County Environmental Health Fee	-648.00	PAID
07/05/2023	14049	San Mateo County Environmental Health Fee	-482.00	PAID
07/05/2023	14050	San Mateo County Environmental Health Fee	-648.00	PAID
07/05/2023	14052	San Mateo County Environmental Health Fee	-482.00	PAID
07/05/2023	14054	SRT Consultants	-37,861.25	PAID
07/13/2023	14065	Andreini Brothers, Inc.	-5,504.09	
07/13/2023	14066	Badger Meter, Inc.	-113.94	
07/13/2023	14067	County of San Mateo Dept Public Works	-6,827.63	
07/13/2023	14069	Esbro Chemical	-373.23	
07/13/2023	14070	Half Moon Bay Building & Garden, Inc.	-51.30	
07/13/2023	14073	Underground Republic Water Works	-5,003.80	

VOIDED

Montara Water & Sanitary District Check Detail

Date	Num	Name	Paid Amount	
July 13 - 14, 2023				
SEWER				
06/15/2023	13997	County of San Mateo/LAFCO	-2,887.00	PAID
06/22/2023	14011	Herc Rentals	-1,711.96	PAID
06/22/2023	14012	Hue & Cry Security Systems, Inc.	-430.08	PAID
06/22/2023	14016	Nute Engineering	-35,710.25	PAID
06/22/2023	14020	Sewer Authority Mid-Coastside	-141,169.66	PAID
06/22/2023	14021	Sewer Authority Mid-Coastside	-23,682.17	PAID
06/22/2023	14022	Sewer Authority Mid-Coastside	-50,525.27	PAID
07/05/2023	14064	Herc Rentals	-1,885.46	PAID
07/05/2023	14046	San Mateo County Environmental Health Fee	-648.00	PAID
07/05/2023	14048	San Mateo County Environmental Health Fee	-482.00	PAID
07/05/2023	14051	San Mateo County Environmental Health Fee	-482.00	PAID
07/05/2023	14053	San Mateo County Environmental Health Fee	-648.00	PAID
07/05/2023	14055	U.S. Bank Global Corporate Trust Svcs.	-45,249.40	PAID



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **July 20, 2023**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

A handwritten signature in black ink, appearing to be 'Clemens Heldmaier'.

SUBJECT: SAM Flow Report for May 2023

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 May 2023.
- Collection System Monthly Overflow Report – May 2023.

The Average Daily Flow for Montara was 0.311 MGD in May 2023 . There was 1 reportable overflows in May in the Montara System. SAM indicates there were 1.54 inches of rain in May 2023 in Montara.

RECOMMENDATION:

Review and file.

Attachments

Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, May 2023

May 2023

	Total	<i>Number of S.S.O's</i>			
		HMB	GCS D	MWSD	SAM
Roots	1	0	0	1	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	1	0	0	1	0
				100%	

12 Month Moving Total

	Total	<i>12 month rolling Number</i>			
		HMB	GCS D	MWSD	SAM
Roots	3	0	1	2	0
Grease	0	0	0	0	0
Mechanical	2	0	0	0	2
Wet Weather	10	4	0	2	4
Other	1	1	0	0	0
Total	16	5	1	4	6
		31%	6%	25%	38%

Reportable SSOs

	Total	<i>Reportable Number of S.S.O.'s</i>			
		HMB	GCS D	MWSD	SAM
May 2023	1	0	0	1	0
12 Month Moving Total	16	5	1	4	6

SSOs / Year / 100 Miles

	Total	<i>Number of S.S.O.'s /Year/100 Miles</i>			
		HMB	GCS D	MWSD	SAM
May 2023	1.0	0.0	0.0	3.7	0.0
12 Month Moving Total	15.3	13.5	3.0	14.8	82.2
Category 1	6.7	0.0	0.0	3.7	82.2
Category 2	3.8	10.8	0.0	0.0	0.0
Category 3	4.8	2.7	3.0	11.1	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

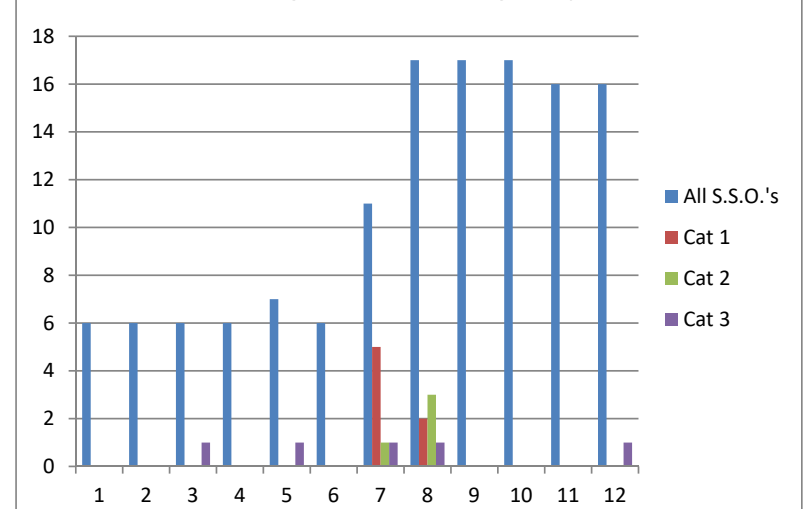
Month	HMB	GCS D	MWSD	Total Feet	Total Miles
June - 22	15,694	8,845	6,932	31,471	6.0
July - 22	8,472	12,491	4,718	25,681	4.9
Aug - 22	15,041	7,358	11,197	33,596	6.4
Sep - 22	11,786	11,227	4,455	27,468	5.2
Oct - 22	12,220	8,847	9,308	30,375	5.8
Nov - 22	17,708	10,924	9,483	38,115	7.2
Dec - 22	2,384	9,393	5,101	16,878	3.2
Jan - 23	6,748	10,481	8,748	25,977	4.9
Feb - 23	14,417	9,983	6,822	31,222	5.9
Mar - 23	12,243	9,395	10,140	31,778	6.0
Apr - 23	10,883	12,375	8,290	31,548	6.0
May - 23	12,239	11,619	5,356	29,214	5.5

Annual ft	139,835	122,938	90,550	353,323	
-----------	---------	---------	--------	---------	--

Annual Mi.	26.5	23.3	17.1		66.9
------------	------	------	------	--	------

Attachment C

12 Month Moving SSO Totals Through May 2023



Attachment A

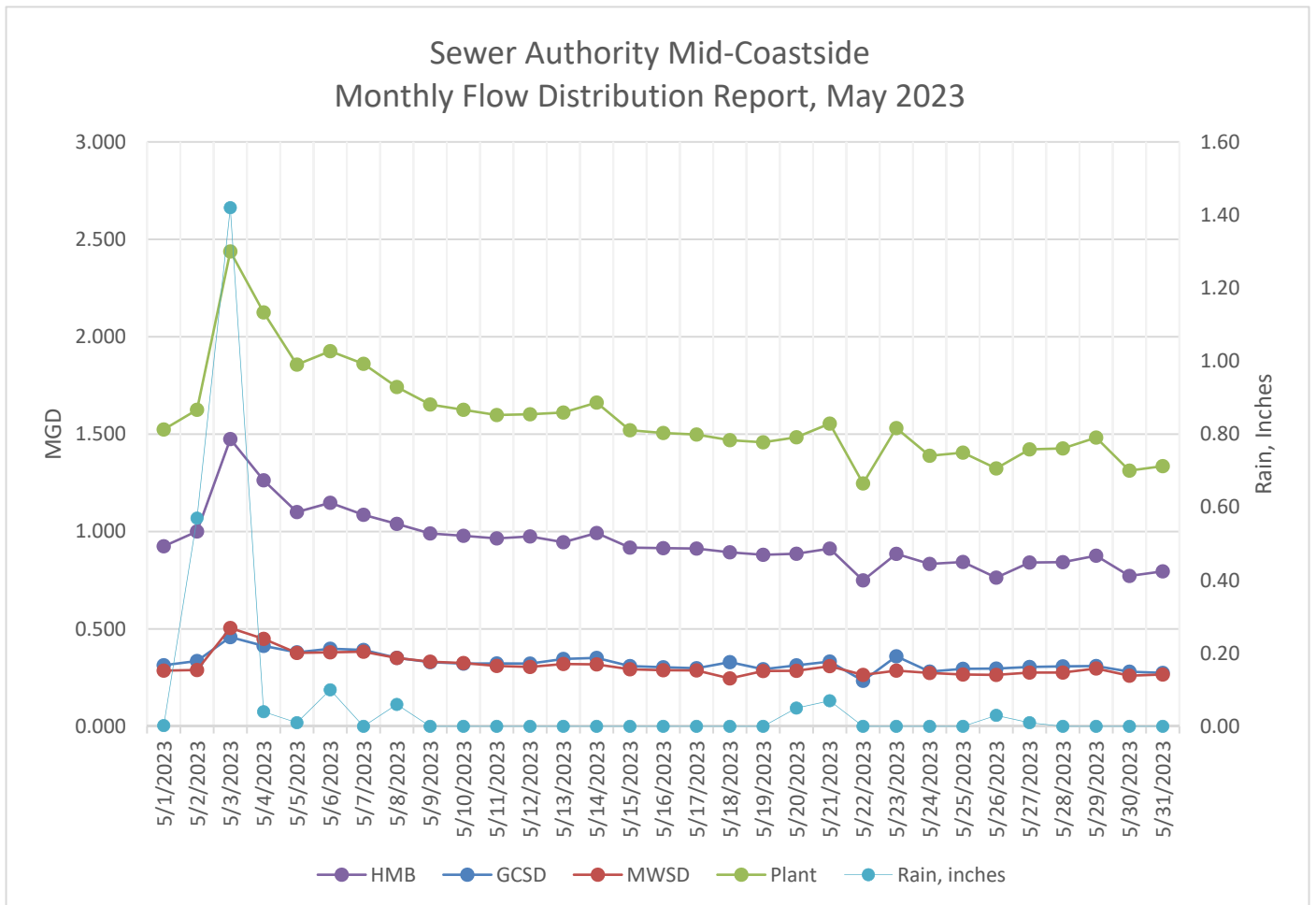
Flow Distribution Report Summary for May 2023

The daily flow report figures for the month of May 2023 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	0.948	59.75%
Granada Community Services District	0.328	20.64%
Montara Water and Sanitary District	<u>0.311</u>	<u>19.61%</u>
Total	1.587	100.0%



Sewer Authority Mid-Coastside

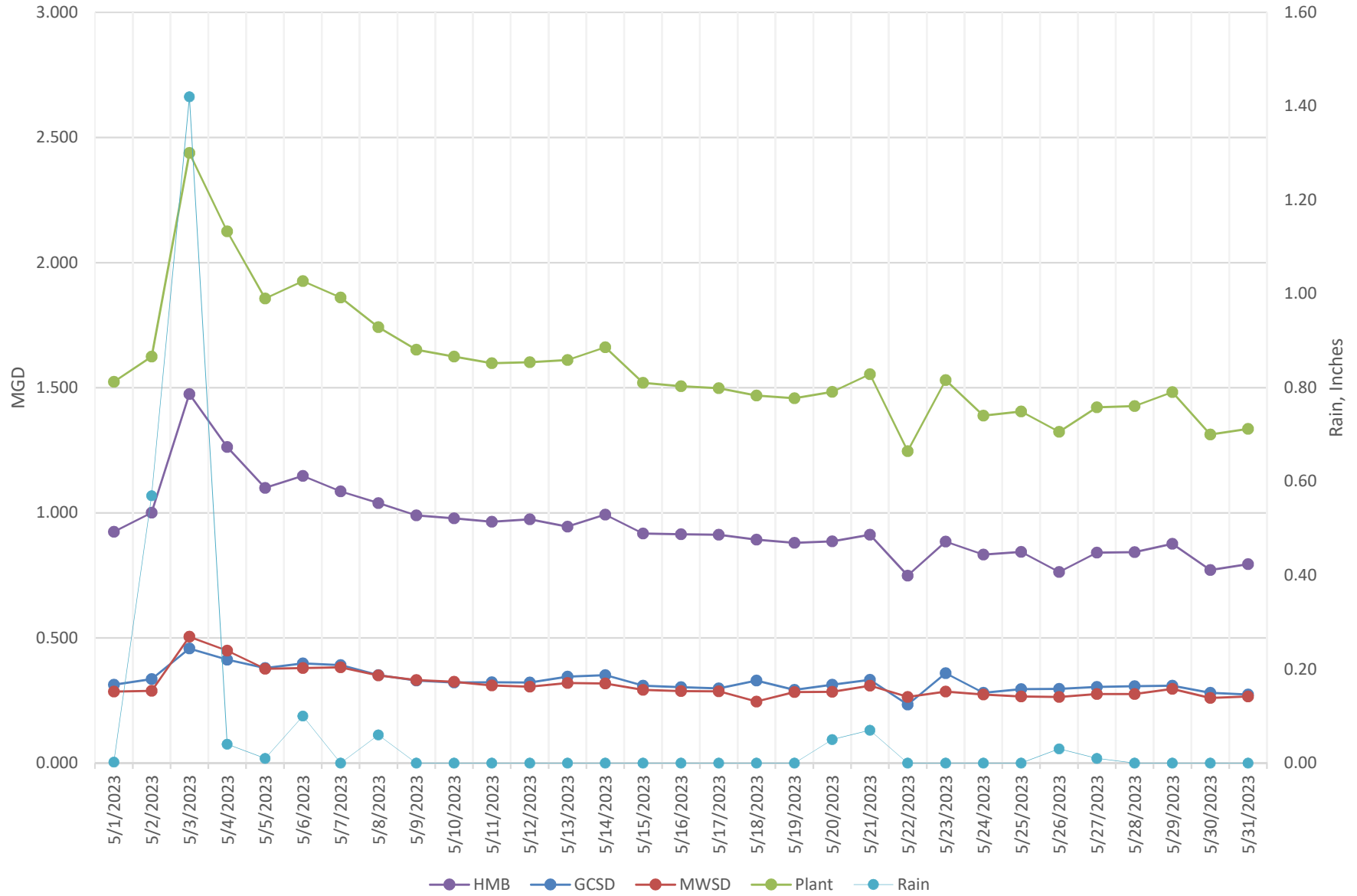
Monthly Flow Distribution Report for May 2023

<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>
5/1/2023	0.924	0.314	0.286	1.524	0.00	0.00	0.00
5/2/2023	1.001	0.335	0.289	1.625	0.57	0.22	0.24
5/3/2023	1.475	0.458	0.505	2.438	1.42	1.75	0.98
5/4/2023	1.263	0.413	0.449	2.125	0.04	0.00	0.00
5/5/2023	1.100	0.380	0.377	1.857	0.01	0.02	0.03
5/6/2023	1.148	0.398	0.380	1.926	0.10	0.10	0.10
5/7/2023	1.086	0.392	0.383	1.861	0.00	0.00	0.00
5/8/2023	1.039	0.352	0.351	1.742	0.06	0.00	0.06
5/9/2023	0.990	0.330	0.332	1.652	0.00	0.00	0.00
5/10/2023	0.978	0.322	0.325	1.625	0.00	0.00	0.00
5/11/2023	0.965	0.323	0.310	1.598	0.00	0.00	0.00
5/12/2023	0.975	0.322	0.305	1.602	0.00	0.00	0.00
5/13/2023	0.945	0.346	0.320	1.611	0.00	0.00	0.00
5/14/2023	0.993	0.351	0.318	1.662	0.00	0.00	0.00
5/15/2023	0.918	0.309	0.293	1.520	0.00	0.00	0.00
5/16/2023	0.915	0.303	0.288	1.506	0.00	0.00	0.00
5/17/2023	0.913	0.298	0.287	1.498	0.00	0.00	0.00
5/18/2023	0.894	0.329	0.246	1.469	0.00	0.00	0.00
5/19/2023	0.881	0.293	0.284	1.458	0.00	0.00	0.00
5/20/2023	0.886	0.313	0.285	1.484	0.05	0.05	0.04
5/21/2023	0.912	0.333	0.309	1.554	0.07	0.04	0.06
5/22/2023	0.749	0.234	0.264	1.247	0.00	0.00	0.00
5/23/2023	0.885	0.360	0.286	1.531	0.00	0.00	0.00
5/24/2023	0.834	0.281	0.274	1.389	0.00	0.00	0.00
5/25/2023	0.844	0.295	0.266	1.405	0.00	0.00	0.00
5/26/2023	0.763	0.297	0.264	1.324	0.03	0.02	0.01
5/27/2023	0.841	0.305	0.276	1.422	0.01	0.01	0.02
5/28/2023	0.843	0.308	0.276	1.427	0.00	0.00	0.00
5/29/2023	0.876	0.309	0.297	1.482	0.00	0.00	0.00
5/30/2023	0.772	0.281	0.260	1.313	0.00	0.00	0.00
5/31/2023	0.796	0.274	0.266	1.336	0.00	0.00	0.00
Totals	29.402	10.159	9.651	49.212	2.36	2.21	1.54

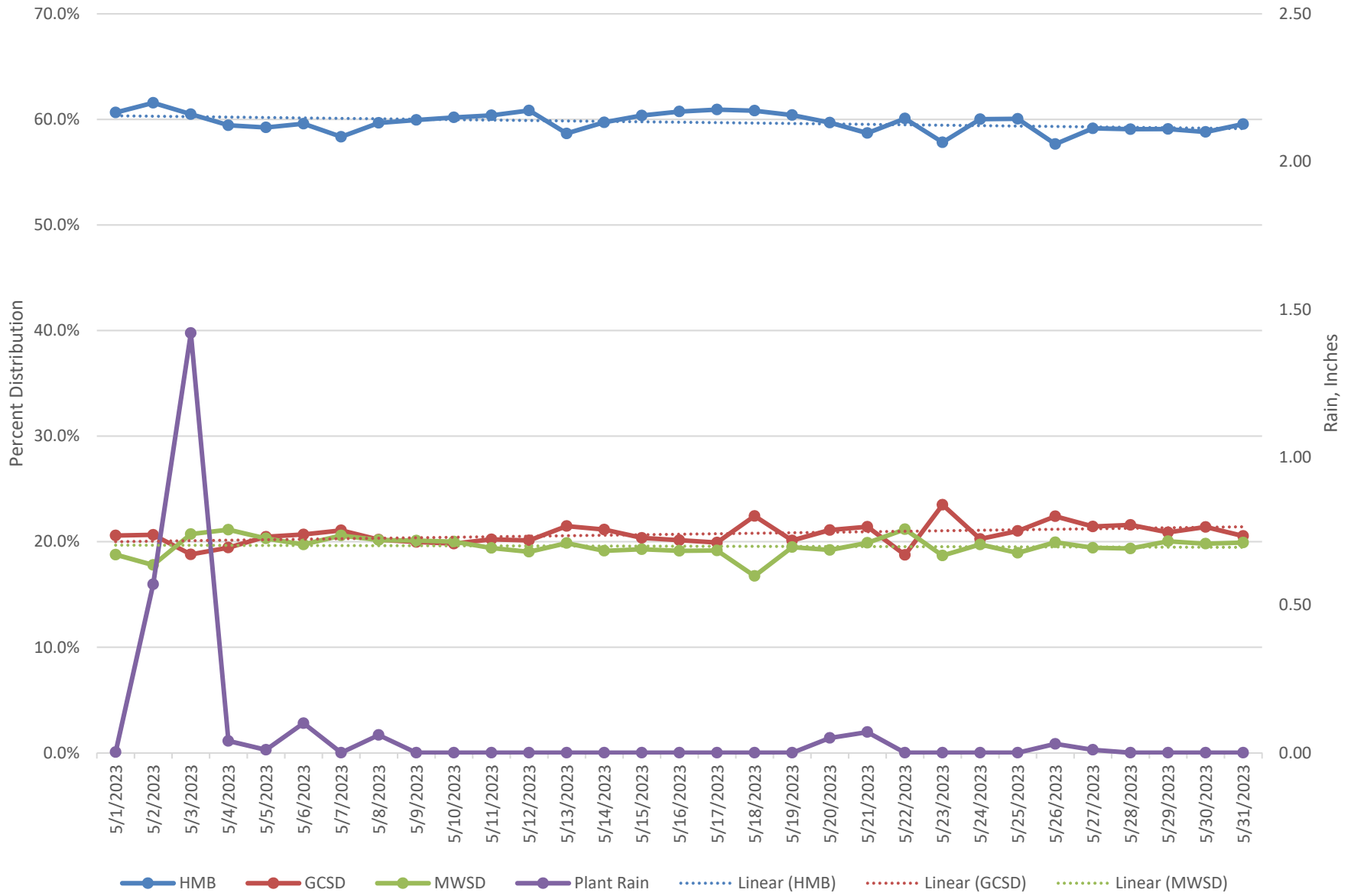
Summary

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.749	0.234	0.246	1.247
Average	0.948	0.328	0.311	1.587
Maximum	1.475	0.458	0.505	2.438
Distribution	59.75%	20.64%	19.61%	100.0%

Sewer Authority Mid-Coastside Monthly Flow Distribution Report, May 2023

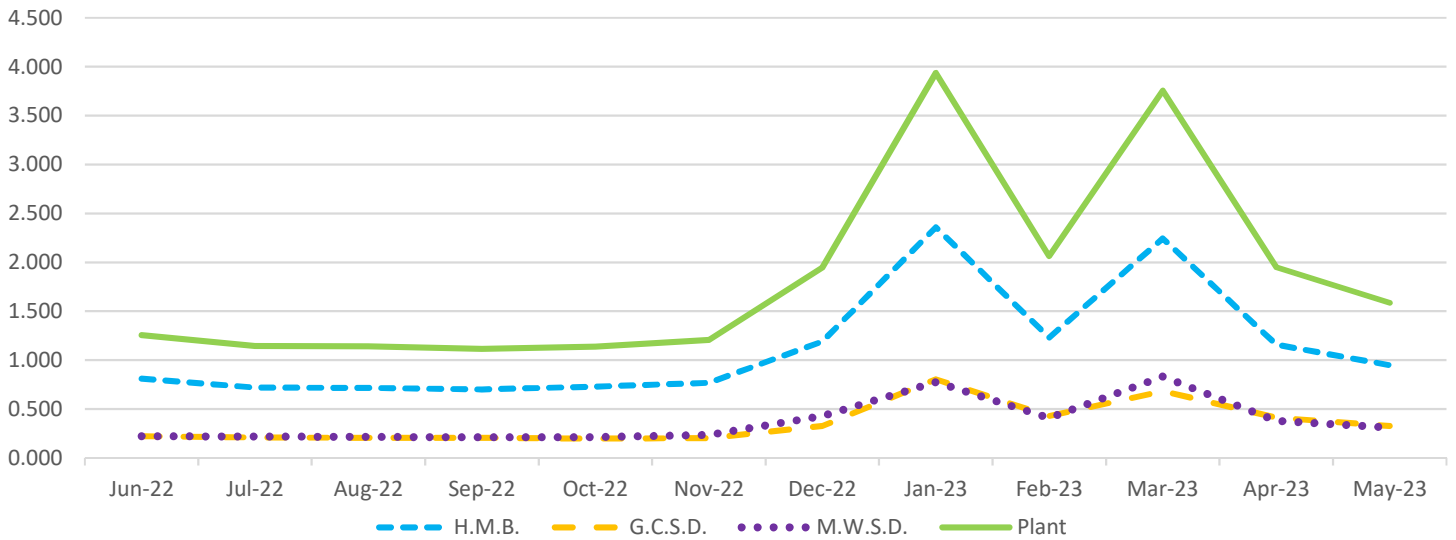


Percent Distribution May 2023

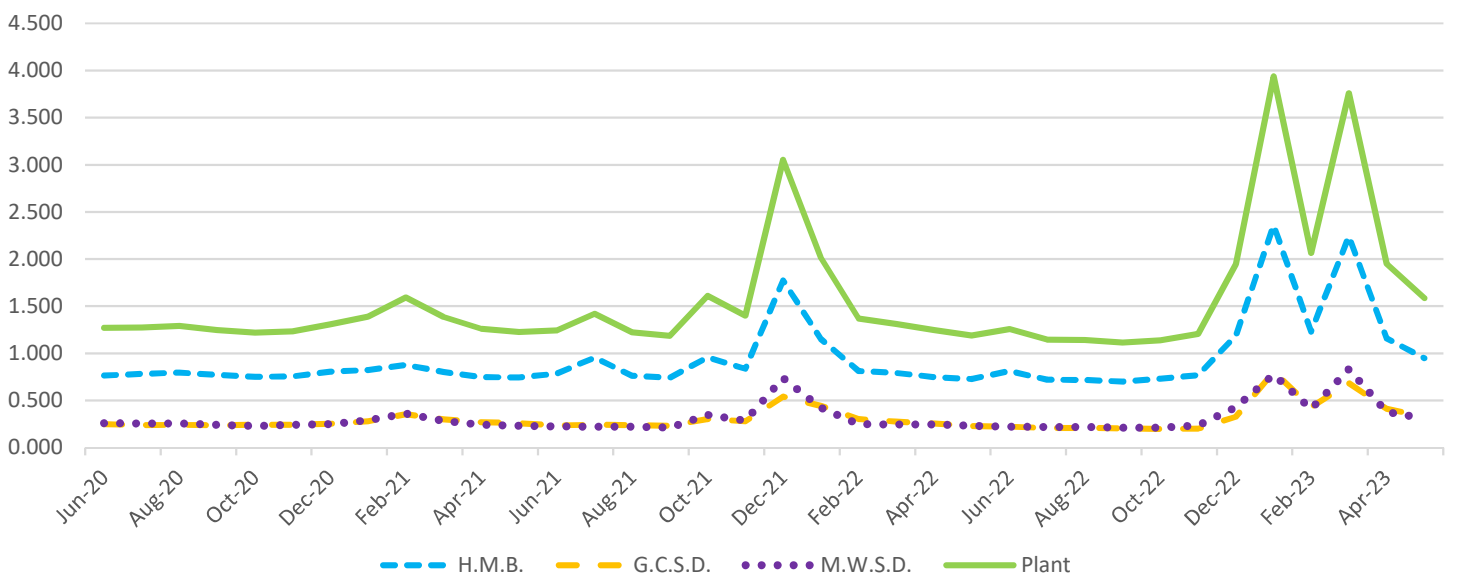


Most recent flow calibration March 2021 PS, March 2021 Plant

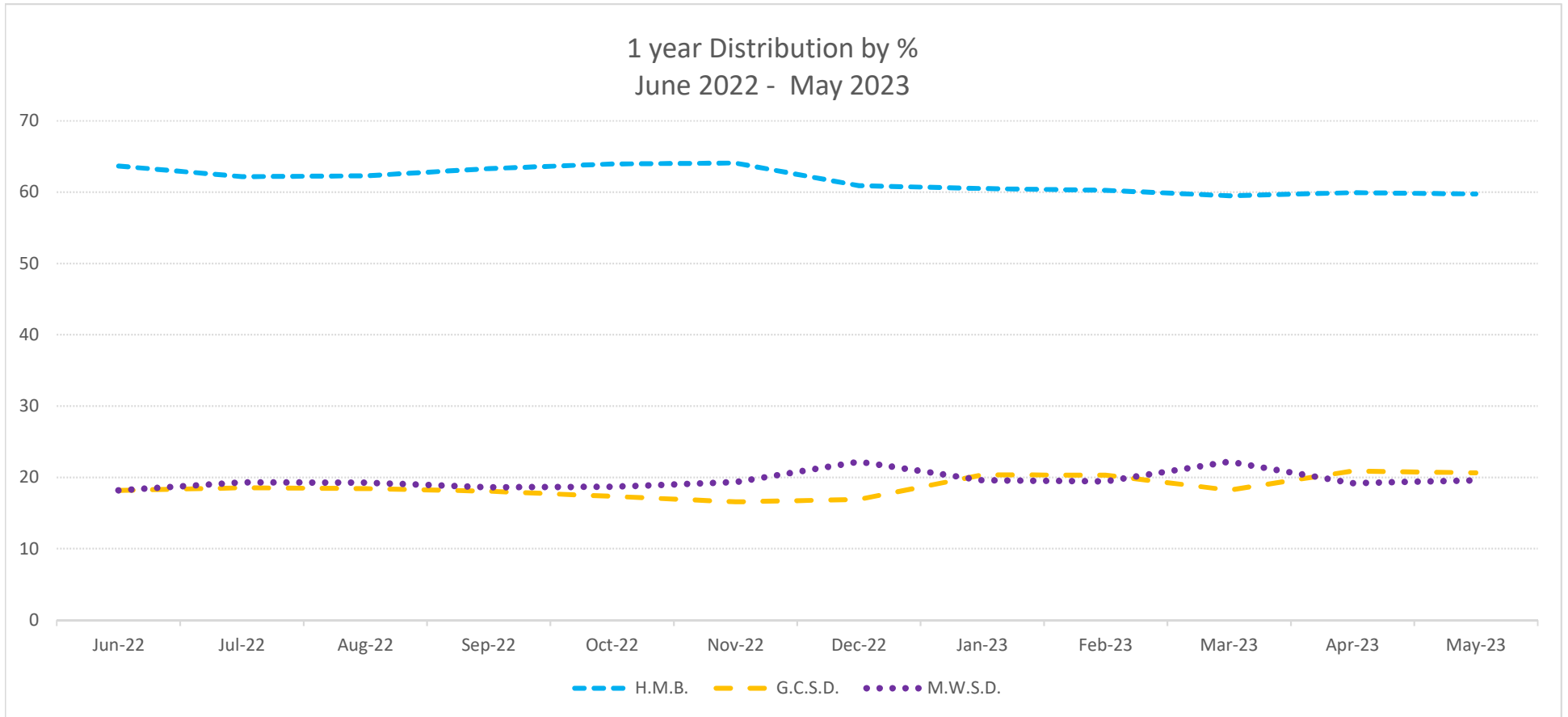
One Year Flow Chgart
June 2022 - May 2023



Three Year Flow Chart
June 2020 - May 2023



Flow based percent distribution based for past year






MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: July 20, 2023

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 May 2023 was 2.993%.
- The District has most of its idle water funds deposited in the California Asset Management Program (CAMP). The current 7 day yield for 7/12/23 was 5.29%.
- 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: **July 20, 2023**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Connection Permit Applications Received

As of July 20, 2023 the following new **Sewer Connection Permit** application was received since the last report:

Date of Application	Property Owner	Site Address	Home Size
07-01-23	Jaya Kamath	379 Nevada, Moss Beach	SFD
07-01-23	Kelly & Wayne Robinson	717 Etheldore, Moss Beach	MFD

As of July 20, 2023 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
07-01-23	Jay Kamath	379 Nevada, Moss Beach	SFD

As of July 20, 2023 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
07-01-23	Jay Kamath	379 Nevada, Moss Beach	SFD	Dom

RECOMMENDATION:

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



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of July 20th, 2023

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.

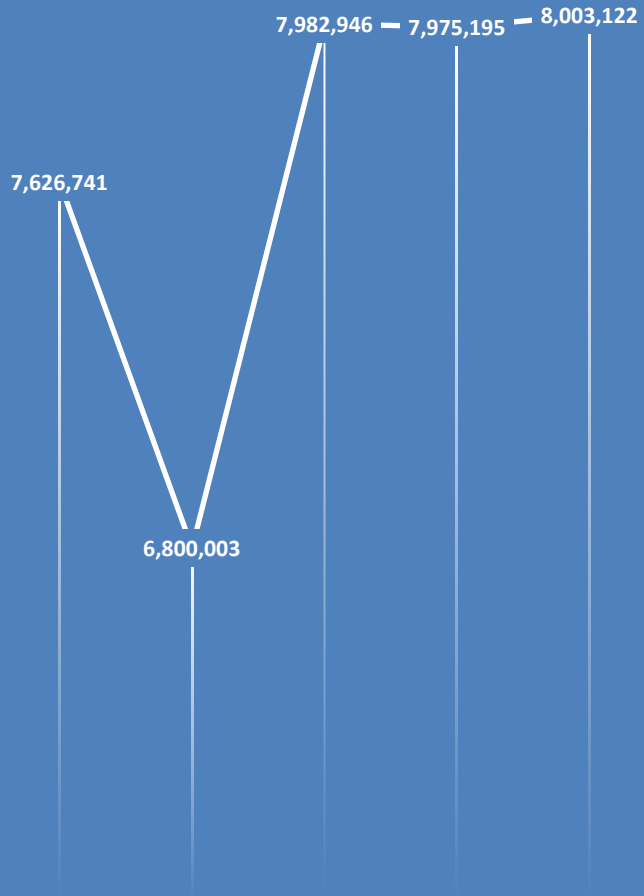
RECOMMENDATION:

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

Attachments: 2

TOTAL PRODUCTION 2023 (GALLONS)

GALLONS



	January	February	March	April	May	June	July	August	September	October	November	December
Total Production (Gallons)	7,626,741	6,800,003	7,982,946	7,975,195	8,003,122							

MONTH



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting of July 20th, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

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.

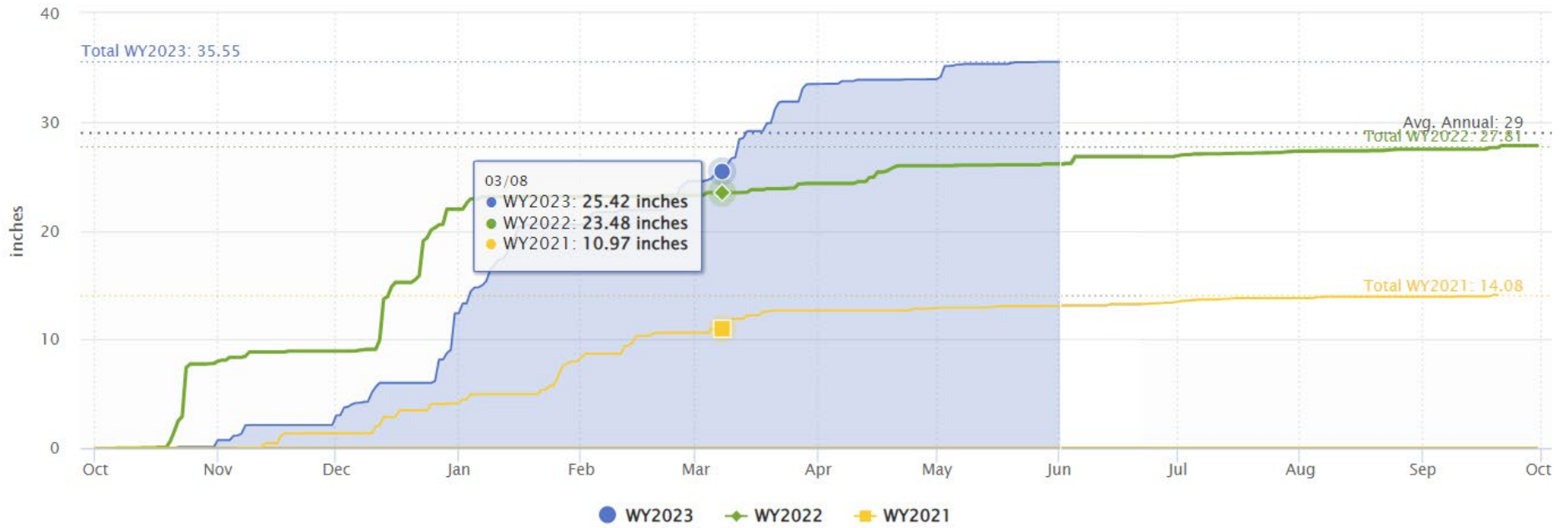
RECOMMENDATION:

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

Attachments: 2

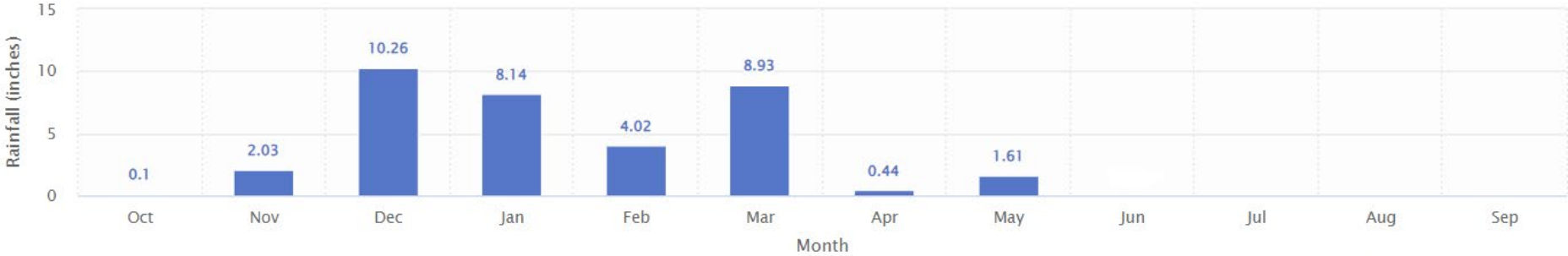
Annual Cumulative Rainfall

Cumulative Rainfall by Water Year



Monthly Cumulative Rainfall

Monthly Rainfall for Current Water Year





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: July 20th, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Monthly Solar Energy Report

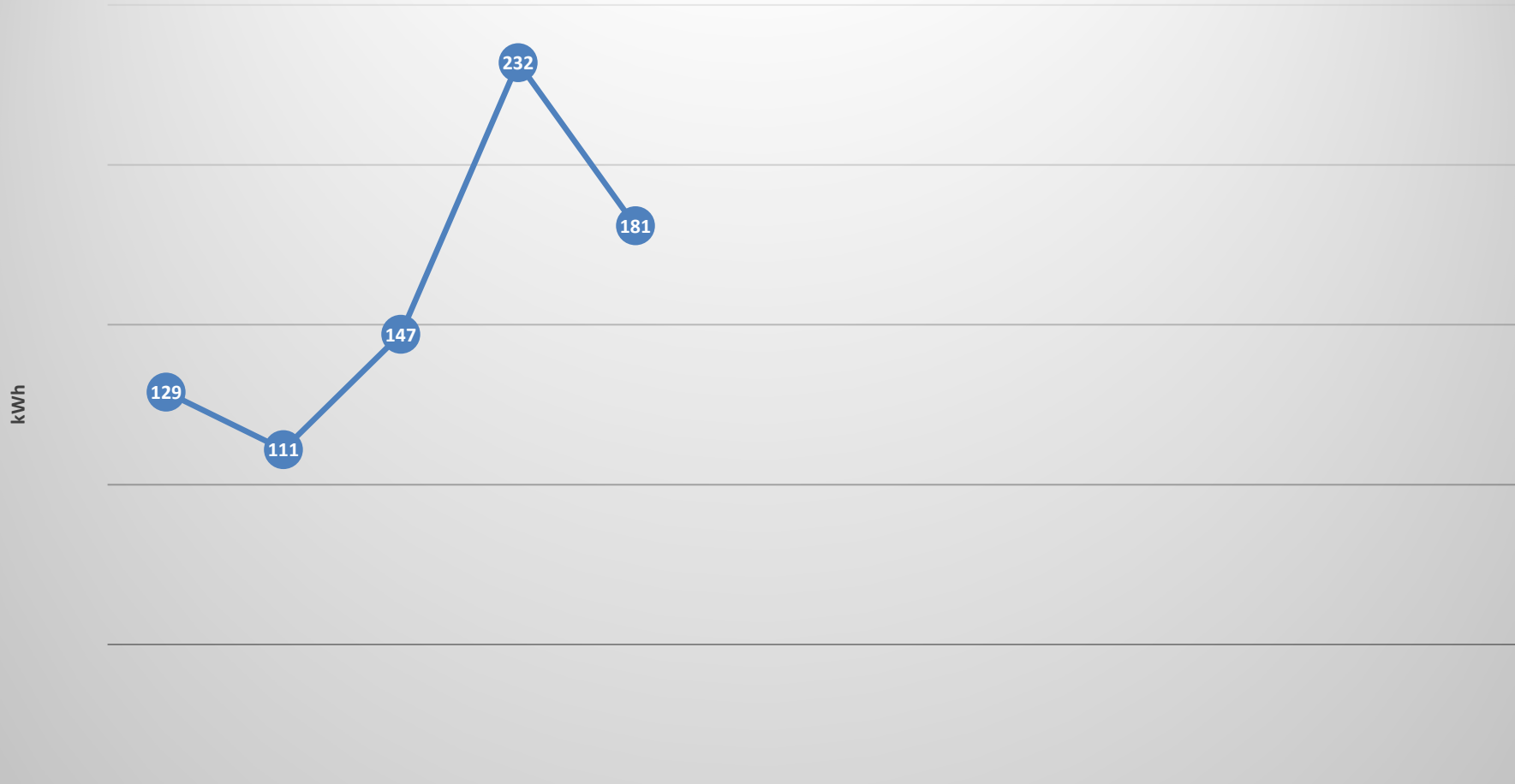
The attached chart summarizes the monthly solar production at the Alta Vista Array. Since the installation of the solar panels the District produced 50,041 kWh and saved 85,070 lbs of CO₂.

RECOMMENDATION:

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

Attachments: 1

SOLAR ENERGY PRODUCED IN 2023 (kWh)



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
total kWh	129	111	147	232	181							



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **July 20, 2023**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Monthly Public Agency Retirement
Service Report for April 2023.**

The District has received the monthly PARS report for April 2023.

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
4/1/2023 to 4/30/2023

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 4/1/2023	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 4/30/2023
Contributions	\$1,300,380.72	\$10,675.53	\$10,956.99	\$597.99	\$1,162.26	\$0.00	\$1,320,252.99
TOTAL	\$1,300,380.72	\$10,675.53	\$10,956.99	\$597.99	\$1,162.26	\$0.00	\$1,320,252.99

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

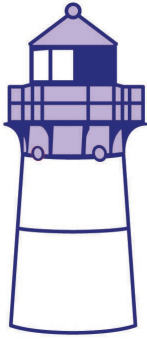
Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
GENERAL	0.84%	0.01%	0.98%	8.77%	6.16%	-	03/08/16

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

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

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

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



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **July 20, 2023**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

**SUBJECT: Review and Possible Action Concerning Receipt
of Fiscal Year 2020-21 Audit.**

Eide Bailly LLP completed the audit for the Fiscal Year ending on June 30, 2020.

The District's accountant Peter Medina is available to present the audit document to the full Board.

After review of the audit, the Board should acknowledge receipt and file with County, State, Standard & Poor's, I-Bank and Chase Bank.

RECOMMENDATION:

Acknowledge receipt of the Annual Audit for the period ending June 30, 2022. Direct the General Manager to send a copy to the County of San Mateo, the State Controller, Standard & Poor's, post on the District webpage and to make copies on file available to the public.

Attachment



Financial Statements
June 30, 2022

Montara Water and Sanitary District

Introductory Section

 Elected Official and Administrative Personnel 1

Independent Auditor’s Report 2

Management’s Discussion and Analysis 5

Financial Statements

 Statement of Net Position 12

 Statement of Revenues, Expenses and Changes in Net Position..... 13

 Statement of Cash Flows 14

Notes to Financial Statements 16

Required Supplementary Information

 Schedule of Changes in the Net Pension Liability and Related Ratios..... 37

 Schedule of Plan Contributions..... 38

Board of Directors

Scott Boyd – President
Jim Harvey – President Pro Tem
Ric Lohman – Secretary
Peter Dekker – Treasurer
Kathryn Slater-Carter – Director

General Manager

Clemens Heldmaier



Independent Auditor's Report

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

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the water and sewer enterprise funds of Montara Water and Sanitary District (District) as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the respective financial position of the water and sewer enterprise funds of the District, as of June 30, 2022, and the respective changes in financial position, and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Adoption of New Accounting Standard

As discussed in Note 5 to the financial statements, the District has adopted the provisions of Government Accounting Standards Board (GASB) Statement No. 87, *Leases*, for the year ended June 30, 2022. Accordingly, a restatement has been made to the sewer enterprise fund net position as of July 1, 2021 to restate beginning net position. Our opinions are not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management Discussion and Analysis, Schedule of Changes in the Net Pension Liability and Related Ratios and Schedule of Plan Contributions be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated June 28, 2023 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

The image shows a handwritten signature in black ink that reads "Eide Bailly LLP". The signature is written in a cursive, flowing style.

Menlo Park, California
June 28, 2023

Our discussion and analysis of the Montara Water and Sanitary District's (District) financial performance provides an overview of the District's financial activities for the fiscal year ended June 30, 2022. Please read it in conjunction with the District financial statements and accompanying notes, which follow this section.

Highlights

District Financial Highlights

- District-wide revenues increased \$271,123 from the prior year going from \$9,300,718 to \$9,571,841.
- The District's current assets increased by \$ \$1,762,224 over the past year.
- The District's long-term liabilities decreased by \$ \$(1,294,024).
- District-wide expenses decreased \$274,632 from the prior year going from \$6,577,796 to \$6,303,164.

The effect of the change in revenues and expenses caused the District-wide change in net position to increase \$3,268,677 from the prior year. Some of the increase was invested in capital assets while some of the increase cause the unrestricted net position for the year ended June 30, 2022 to increase by \$545,755.

Using this Annual Report

This annual report consists of two parts: Management's Discussion and Analysis, and Financial Statements. The Financial Statements also include notes that explain in more detail the information contained in those statements.

Required Financial Statements

District financial statements report information about the District using accounting methods similar to those used by private sector companies. The Statement of Net Position includes all District assets, deferred outflows of resources, liabilities and deferred inflows of resources and provides information about the nature and amounts of investments in resources (assets) and obligations to creditors (liabilities). It also provides the basis for computing rate of return; evaluating the capital structure of the District; and assessing the liquidity and financial flexibility of the District. All of the current year's revenues and expenses are accounted for in the Statement of Revenues, Expenses, and Changes in Net Position. This statement measures the success of the District operations over the past year and can be used to determine whether the District has successfully recovered all its costs through its user fees and other charges, profitability, and credit worthiness. The final required financial statement is the Statement of Cash Flows. The primary purpose of this statement is to provide information about District cash receipts, cash disbursements and changes in cash resulting from operations, investing, and capital and non-capital financing activities. It provides answers to such questions as, "Where did the cash come from?", "For what was the cash used?", and "What was the change in cash balance during the reporting period?".

Financial Analysis of the District

One of the most important questions asked about District finances is whether or not the District's overall financial position has improved or deteriorated. The Statement of Net Position and the Statement of Revenues and Expenses and Changes in Net Position report information about District activities in a way that will help answer this question. These two statements report the net position of the District and changes. You can think of District net position, the difference between assets, deferred outflows of resources, liabilities and deferred inflows of resources, as one way to measure financial health or financial position. Over time, increases or decreases in District net position are one indicator of whether its financial health is improving or deteriorating. Other factors to consider include changes in economic conditions, population growth, and new or changed legislation.

Net Position Statement and Analysis

The District's total net position increased from \$26,586,640 to \$29,855,317 or \$3,268,677.

The following is the District's condensed statement of net position:

	Sewer		Water		Total	
	2022	2021	2022	2021	2022	2021
Current Assets	\$ 8,970,184	\$ 8,430,851	\$ 4,443,067	\$ 3,220,176	\$ 13,413,251	\$ 11,651,027
Capital Assets Net of Accumulated Depreciation	10,742,962	10,031,759	16,519,401	16,945,089	27,262,363	26,976,848
Other Assets	210,832	17,981	1,261,814	1,136,771	1,472,646	1,154,752
Total assets	19,923,978	18,480,591	22,224,282	21,302,036	42,148,260	39,782,627
Deferred Outflows of Resources	93,759	84,583	208,689	188,265	302,448	272,848
Total deferred outflow of resources	93,759	84,583	208,689	188,265	302,448	272,848
Current Liabilities	1,856,014	1,851,074	1,361,161	1,305,845	3,217,175	3,156,919
Long-term Liabilities	928,438	1,041,647	8,052,444	9,233,259	8,980,882	10,274,906
Total liabilities	2,784,452	2,892,721	9,413,605	10,539,104	12,198,057	13,431,825
Deferred Inflows of Resources	275,888	11,473	121,446	25,537	397,334	37,010
Total Deferred Inflow of Resources	275,888	11,473	121,446	25,537	397,334	37,010
Net Position						
Net Investment in Capital Assets	9,726,525	8,915,169	7,322,008	6,597,130	17,048,533	15,512,299
Restricted for Debt Service	-	-	1,123,978	1,096,750	1,123,978	1,096,750
Unrestricted	7,230,872	6,745,811	4,451,934	3,231,780	11,682,806	9,977,591
Total net position	\$ 16,957,397	\$ 15,660,980	\$ 12,897,920	\$ 10,925,660	\$ 29,855,317	\$ 26,586,640

Revenues, Expenses and Changes in Net Position

For the fiscal year ended June 30, 2022 the sewer system generated operating revenue of \$3,643,162 and operating expenses of \$3,340,499 for a net operating gain of \$302,663. This is a decrease from prior year's net operating gain of \$339,409 by \$36,746. Whereas operating revenue increased 0.3%.

The Sewer Funds non-operating activities consisting of property taxes, investment income, connection fees and revenue from the lease of the cell phone tower experienced an increase of \$311,421 mainly due to the inclusion of 100% of the cell tower Lease which was once split equally between the Sewer and Water Fund. The cell tower is 100% on Sewer Fund property, and as such, the income should be allocated to the sewer fund 100%. In addition, connection fee revenue increased by approximately \$223,000.

For the fiscal year ended June 30, 2022 the water system generated operating revenue of \$1,879,399 and operating expenses of \$2,779,521 for a net operating loss of \$900,122. This is a decrease from prior year's net operating loss of \$968,661 by \$68,539. For the fiscal year ended June 30, 2022 operating revenue decreased 9% and operating expense decreased by \$260,830 mainly due to the decrease in water consumption.

The Water Funds non-operating activities revenues, consisting of property taxes, investment income, connection fees and revenue from the lease of the cell phone tower, experienced a decrease of \$72,321. The major reason for the decrease is due to the inclusion of 100% of the cell tower lease revenue being allocated 100% to the Sewer fund.

For the fiscal year ended June 30, 2022, the District collected \$1,027,699 in water reliability charges, an increase of \$78,500 over the previous fiscal year. The funds are held separately and utilized for capital improvement projects. The District also receives property tax revenue which was imposed specifically for payment of the General Obligation Bonds approved by the District rate payers. These revenues decreased by \$180,300. This is due to the District refinancing the 2012 series in 2020 at a lower interest rate.

Connection fees and other non operating revenue for the Sewer Fund increased from \$220,679 to \$410,101 whereas the connection fees for the Water Fund increased from \$1,232,436 to \$1,491,280. These funds are used to off-set capital needs for existing customers. This amount is expected to rise in the upcoming years as the moratorium on connections for residents within the District's service area has been repealed.

Montara Water and Sanitary District
Management's Discussion and Analysis
June 30, 2022

The following is the District's condensed statement of revenues, expenses, and changes in net position:

	Sewer		Water		Total	
	2022	2021	2022	2021	2022	2021
Operating Revenues	\$ 3,643,162	\$ 3,631,412	\$ 1,879,399	\$ 2,071,690	\$ 5,522,561	\$ 5,703,102
Tax Revenues	516,916	455,194	1,531,980	1,650,581	2,048,896	2,105,775
Interest and Investment Income	12,868	38,726	1,809	-	14,677	38,726
Connection Fees and Other Non Operating Revenues	496,236	220,679	1,489,471	1,232,436	1,985,707	1,453,115
Total revenues	<u>4,669,182</u>	<u>4,346,011</u>	<u>4,902,659</u>	<u>4,954,707</u>	<u>9,571,841</u>	<u>9,300,718</u>
Operating Expenses	3,340,499	3,292,003	2,779,521	3,040,351	6,120,020	6,332,354
Nonoperating Expenses	32,266	34,645	150,878	210,797	183,144	245,442
Total expenses	<u>3,372,765</u>	<u>3,326,648</u>	<u>2,930,399</u>	<u>3,251,148</u>	<u>6,303,164</u>	<u>6,577,796</u>
Change in Fund Net Position	1,296,417	1,019,363	1,972,260	1,703,559	3,268,677	2,722,922
Fund Net Position						
Beginning of year	<u>15,660,980</u>	<u>14,641,617</u>	<u>10,925,660</u>	<u>9,222,101</u>	<u>26,586,640</u>	<u>23,863,718</u>
End of year	<u>\$ 16,957,397</u>	<u>\$ 15,660,980</u>	<u>\$ 12,897,920</u>	<u>\$ 10,925,660</u>	<u>\$ 29,855,317</u>	<u>\$ 26,586,640</u>

Capital Assets and Debt Administration

Capital Assets

At the end of fiscal year 2022, the District had \$27,262,363 (net of accumulated depreciation) invested in a variety of capital assets.

The assets include: land; capacity rights, sanitary sewer collection system subsurface lines and pump stations; water supply wells; surface water diversion and storage tank; water treatment plant; treated water storage tanks; water distribution system subsurface lines, valves, hydrants, and pumps; administration building; and vehicles. The District's capital assets balance as of June 30, 2022, increased by \$285,515 or 1.2% above the prior year. This is due to capitalized expenses in regard to the District's Water and Sewer facilities plant and other capital improvements reduced by current year depreciation expense.

Major capital assets events during the fiscal year included the following:

- Capital improvements to the water system
- Sewer pipeline replacement

The following summarizes District capital assets for fiscal year ended June 30, 2022:

	Balance June 30, 2021	Additions	Deletions	Balance June 30, 2022	
Capital Assets Not Being Depreciated					
Land and easement	\$ 739,500	\$ -	\$ -	\$ 739,500	\$ 739,500
Capacity rights	2,687,547	-	-	2,687,547	
Total capital assets not being depreciated	<u>3,427,047</u>	<u>-</u>	<u>-</u>	<u>3,427,047</u>	<u>739,500</u>
Capital Assets Being Depreciated					
Sewage collection facilities	5,340,307	-	-	5,340,307	5,340,307
Sewage treatment facilities	244,540	-	-	244,540	244,540
General plant and administration facilities	7,339,978	1,212,732	-	8,552,710	8,552,710
Seal cove collection system	995,505	-	-	995,505	995,505
Other capital improvements	4,357,566	-	-	4,357,566	4,357,566
Water facilities plant	28,211,926	557,027	-	28,768,953	28,768,953
Water general plant	409,584	-	-	409,584	409,584
Surface water rights	300,000	-	-	300,000	300,000
Total capital assets being depreciated	<u>47,199,406</u>	<u>1,769,759</u>	<u>-</u>	<u>48,969,165</u>	<u>48,969,165</u>
Accumulated Depreciation	<u>23,649,605</u>	<u>1,484,244</u>	<u>-</u>	<u>25,133,849</u>	<u>25,133,849</u>
Net Capital Assets Being Depreciated	<u>23,549,801</u>	<u>285,515</u>	<u>-</u>	<u>23,835,316</u>	<u>23,835,316</u>
Property Plant and Equipment, Net	<u>\$ 26,976,848</u>	<u>\$ 285,515</u>	<u>\$ -</u>	<u>\$ 27,262,363</u>	<u>\$ 24,574,816</u>

Additional information on capital assets can be found in notes #1F and #4 to the financial statements of this report.

Long Term Obligations

On November 13, 2020, the District issued General Obligation Bonds Series 2020 in the amount of \$7,524,000. The bonds were issued to fully refund the General Obligation Bonds Series 2012 and to finance improvements to the District's water system.

The District entered into a finance purchase agreement for approximately \$1.8 million in October of 2006, to finance the acquisition of capital assets for the water operations. The financing was originally provided by Citibank at a rate of 4.56% for a 20 year term and is now held by PNC Equipment Finance (PNCEF). Effective March 15, 2013, the District refinanced the Citibank agreement with PNCEF at a rate of 2.95%.

On July 10, 2012, 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. The purpose of the funding is 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 following is a summary of long-term obligations activity for the year:

	Beginning Balance	Additions	Reductions	Ending Balance	Current Portion	Long-Term Portion
General Obligation Bonds, 2020 Series	\$ 7,050,811	\$ -	\$ 905,740	\$ 6,145,071	\$ 916,095	\$ 5,228,976
PNCEF Financed Purchase	844,025	-	136,740	707,285	148,157	559,128
CIEDB loan - Direct borrowing	694,586	-	31,783	662,803	32,753	630,050
SRF Loan - Direct borrowing	2,875,127	-	176,456	2,698,671	180,509	2,518,162
Totals	<u>\$ 11,464,549</u>	<u>\$ -</u>	<u>\$ 1,250,719</u>	<u>\$ 10,213,830</u>	<u>\$ 1,277,514</u>	<u>\$ 8,936,316</u>

Additional information on the long-term obligations can be found in Note 6 of the notes to the financial statements of this report.

Economic Factors, Rates, and Budgetary Control

The District is a California Special District including a sewer and water enterprise fund. As a Special District, charges to customers are made only to those who receive services. The District is not typically subject to general economic conditions such as increases or declines in property tax values or other types of revenues that vary with economic conditions such as sales taxes. However, it does receive property tax which is dependent on property tax valuations. Accordingly, the District sets its rates to its users to cover the costs of operation, maintenance and recurring capital replacement and debt financed capital improvements, plus any increments for known or anticipated changes in program costs.

The District and its Board adopt an annual budget to serve as its approved financial plan. The Board sets all fees and charges required to fund the District's operations and capital programs. The budget is used as a key control device (1) to ensure Board approval for amounts set for operations and capital projects, (2) to monitor expenses and project progress and (3) as compliance that approved spending levels have not been exceeded. All operating activities and capital activities of the District are included within the approved budget. The budget and capital expenditures are within the Gann limits established by State law.

Request for Information

This financial report is designed to provide our customers and creditors with a general overview of District finances, and demonstrate District accountability for the money it receives. If you have any questions about this report, or need additional financial information, contact the General Manager at 8888 Cabrillo Highway, Montara, CA 94037 or (650) 728-3545.

Montara Water and Sanitary District
Statement of Net Position
June 30, 2022

	Sewer	Water	Total
Assets			
Current assets			
Cash and cash equivalents	\$ 8,821,934	\$ 2,567,157	\$ 11,389,091
Accounts receivable	70,011	460,653	530,664
Leases receivable	78,239	-	78,239
Inventory	-	42,656	42,656
Prepaid items	-	14,695	14,695
Due from sewer fund	-	1,357,906	1,357,906
Total current assets	<u>8,970,184</u>	<u>4,443,067</u>	<u>13,413,251</u>
Noncurrent Assets			
Capital assets			
Nondepreciable			
Land and easement	5,000	734,500	739,500
Capacity rights	2,687,547	-	2,687,547
Depreciable, net	<u>8,050,415</u>	<u>15,784,901</u>	<u>23,835,316</u>
Total capital assets	<u>10,742,962</u>	<u>16,519,401</u>	<u>27,262,363</u>
Other Assets			
Restricted cash and cash equivalents	-	1,123,978	1,123,978
Leases receivable	148,906	-	148,906
Net pension asset	61,926	137,836	199,762
Total other assets	<u>210,832</u>	<u>1,261,814</u>	<u>1,472,646</u>
Total non-current assets	<u>10,953,794</u>	<u>17,781,215</u>	<u>28,735,009</u>
Total assets	<u>19,923,978</u>	<u>22,224,282</u>	<u>42,148,260</u>
Deferred Outflows of Resources			
Deferred amounts related to pensions	93,759	208,689	302,448
Total deferred outflows of resources	<u>93,759</u>	<u>208,689</u>	<u>302,448</u>
Liabilities			
Current liabilities			
Accounts payable	334,824	102,366	437,190
Due to water fund	1,357,906	-	1,357,906
Deposits	39,232	4,071	43,303
Interest payable	7,439	29,624	37,063
Other current liabilities	-	32,345	32,345
Accrued compensated absences	9,782	22,072	31,854
Current portion of general obligation bonds and other long-term obligations	<u>106,831</u>	<u>1,170,683</u>	<u>1,277,514</u>
Total current liabilities	<u>1,856,014</u>	<u>1,361,161</u>	<u>3,217,175</u>
Long Term Liabilities			
Accrued compensated absences	18,832	25,734	44,566
General obligation bonds, less current portion	-	5,228,976	5,228,976
Other long term obligations, less current portion	<u>909,606</u>	<u>2,797,734</u>	<u>3,707,340</u>
Total long term liabilities	<u>928,438</u>	<u>8,052,444</u>	<u>8,980,882</u>
Total liabilities	<u>2,784,452</u>	<u>9,413,605</u>	<u>12,198,057</u>
Deferred Inflows of Resources			
Deferred amounts related to leases	221,325	-	221,325
Deferred amounts related to pensions	54,563	121,446	176,009
Total deferred inflows of resources	<u>275,888</u>	<u>121,446</u>	<u>397,334</u>
Net Position			
Net investments in capital assets	9,726,525	7,322,008	17,048,533
Restricted for debt service	-	1,123,978	1,123,978
Unrestricted	<u>7,230,872</u>	<u>4,451,934</u>	<u>11,682,806</u>
Total net position	<u>\$ 16,957,397</u>	<u>\$ 12,897,920</u>	<u>\$ 29,855,317</u>

Montara Water and Sanitary District
Statement of Revenues, Expenses and Changes in Net Position
Year Ended June 30, 2022

	<u>Sewer</u>	<u>Water</u>	<u>Total</u>
Operating Revenues			
Sales and service charges	\$ 3,643,162	\$ 1,879,399	\$ 5,522,561
Total operating revenues	<u>3,643,162</u>	<u>1,879,399</u>	<u>5,522,561</u>
Operating Expenses			
General and administrative	848,225	1,265,869	2,114,094
System maintenance and repairs	1,990,745	530,937	2,521,682
Depreciation and amortization	501,529	982,715	1,484,244
Total operating expenses	<u>3,340,499</u>	<u>2,779,521</u>	<u>6,120,020</u>
Operating income (loss)	<u>302,663</u>	<u>(900,122)</u>	<u>(597,459)</u>
Nonoperating Revenues (Expense)			
Taxes - District share of one percent	516,916	516,917	1,033,833
Taxes - Ad valorem for general obligation bonds	-	1,015,063	1,015,063
Investment income	12,868	1,809	14,677
Interest expense	(32,266)	(150,878)	(183,144)
Other revenues	86,135	1,027,699	1,113,834
Total non-operating revenues (expenses)	<u>583,653</u>	<u>2,410,610</u>	<u>2,994,263</u>
Income before Contributions	886,316	1,510,488	2,396,804
Capital contributions - connection fees	<u>410,101</u>	<u>461,772</u>	<u>871,873</u>
Changes in net position	1,296,417	1,972,260	3,268,677
Net Position, Beginning of Year, as restated	<u>15,660,980</u>	<u>10,925,660</u>	<u>26,586,640</u>
Total Net Position, End of Year	<u>\$ 16,957,397</u>	<u>\$ 12,897,920</u>	<u>\$ 29,855,317</u>

Montara Water and Sanitary District
Statement of Cash Flows
Year Ended June 30, 2022

	Sewer	Water	Total
Cash Flows from Operating Activities			
Receipts from customers and users	\$ 3,611,450	\$ 1,932,684	\$ 5,544,134
Payments to suppliers - other	(2,360,219)	(496,659)	(2,856,878)
Payments to employees	(820,246)	(1,295,272)	(2,115,518)
Net cash provided by operating activities	<u>430,985</u>	<u>140,753</u>	<u>571,738</u>
Cash Flows from Non-Capital Activities			
Property taxes collected	516,916	516,917	1,033,833
Interfund advances	342,445	(342,445)	-
Net cash provided by non-capital financing activities	<u>859,361</u>	<u>174,472</u>	<u>1,033,833</u>
Cash Flows from Capital and Related Activities			
Principal paid on long term debt	(100,153)	(1,150,566)	(1,250,719)
Interest paid on long term debt	(32,273)	(155,264)	(187,537)
Acquisition and construction of capital assets	(1,212,732)	(557,027)	(1,769,759)
Connection fees	410,101	461,772	871,873
Water reliability charges and other non operating revenue collected	-	2,042,762	2,042,762
Net cash used for capital and related financing activities	<u>(935,057)</u>	<u>641,677</u>	<u>(293,380)</u>
Cash Flows from Investing Activities			
Investment income	99,003	1,809	100,812
Net cash provided by investing activities	<u>99,003</u>	<u>1,809</u>	<u>100,812</u>
Net Increase (Decrease) in Cash and Equivalents	454,292	958,711	1,413,003
Cash and equivalents, July 1	<u>8,367,642</u>	<u>2,732,424</u>	<u>11,100,066</u>
Cash and equivalents, June 30	<u>\$ 8,821,934</u>	<u>\$ 3,691,135</u>	<u>\$ 12,513,069</u>
Amounts as They Appear on The Statement of Net Position:			
Cash and cash equivalents	\$ 8,821,934	\$ 2,567,157	\$ 11,389,091
Restricted cash and cash equivalents	-	1,123,978	1,123,978
	<u>\$ 8,821,934</u>	<u>\$ 3,691,135</u>	<u>\$ 12,513,069</u>

(Continued)

Montara Water and Sanitary District
Statement of Cash Flows
Year Ended June 30, 2022

	Sewer	Water	Total
Reconciliation of Operating Income (Loss) to Net Cash			
Provided by Operating Activities:			
Operating (loss)	\$ 302,663	\$ (900,122)	\$ (597,459)
Adjustments to reconcile operating income (loss) to net cash provided by operating activities:			
Depreciation and amortization expense	501,529	982,715	1,484,244
Pension related amounts	(10,031)	(22,330)	(32,361)
Change in assets and liabilities:			
Accounts and notes receivable	(12,622)	53,285	40,663
Accounts payable and other current liabilities	(369,474)	36,526	(332,948)
Deposits and prepaid expenses	24,855	(2,248)	22,607
Compensated absences	(5,935)	(7,073)	(13,008)
Total adjustments	128,322	1,040,875	1,169,197
Net cash provided by operating activities	\$ 430,985	\$ 140,753	\$ 571,738

Note 1 - Summary of Significant Accounting Policies

A. General

Montara Water and Sanitary District (the District), a governmental entity legally constituted as a special district under California law, is located on the coast in northwestern San Mateo County. The District was formed in 1958 to provide sanitary sewer services and franchise solid waste collection for the unincorporated areas known as Montara and Moss Beach. On May 2003 an agreement to acquire Cal-Am Montara Water District was reached with operations beginning as of August 1, 2003.

B. Basis of Accounting

The District is a proprietary entity; it uses an enterprise fund format to report its activities for financial statement purposes. Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprise, where the intent of the governing body is that the costs and expenses, including depreciation, and providing goods or services to the general public on a continuing basis, be financed or recovered primarily through user charges.

An enterprise fund is used to account for activities similar to those in the private sector, where the proper matching of revenues and costs is important and the full accrual basis of accounting is required. With this measurement focus, all assets and all liabilities of the enterprise are recorded on its statement of net position, and under the full accrual basis of accounting, all revenues are recognized when earned and all expenses, including depreciation, are recognized when incurred.

A major fund is a fund whose revenues, expenditures/expenses, assets or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all funds, or that management deems significant.

The District reports the following major Proprietary Funds:

Water Enterprise – This enterprise accounts for the operation, maintenance and capital improvement projects of the water system which is funded by user charges and other fees.

Sewer Enterprise – This enterprise accounts for the operation, maintenance and capital improvement projects of the sewer system. These activities are funded by user charges and other fees.

Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the District or through external restrictions imposed by creditors, grantors, or laws and regulations of other governments. The District first applies restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

C. Measurement Focus

Enterprise funds are accounted for on a cost of services or *economic resources* measurement focus, which means that all assets and all liabilities associated with their activities are included on their statement of net position. Enterprise fund type operating statements present increases (revenues) and decreases (expenses) in total net position.

The District distinguishes operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the District's principal ongoing operations. The principal operating revenues of the District are charges to customers for services. Operating expenses for the District include the cost of goods and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

D. Investment in the State Investment Pool and California Asset Management Program (Pools)

The District is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by California government code Section 16429 under the oversight of the Treasurer of the State of California and is not registered with the SEC. Investment with California Asset Management Program (CAMP) are under the oversight of CAMP's treasurer. The fair value of the District's investment in the Pools are reported in the accompanying financial statement at amounts based upon the District's pro-rata share of the fair value provided by Pools (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by Pools, which is recorded on the amortized cost basis.

E. Inventory

Inventory is held for consumption and is recorded at cost using the first-in-first-out (FIFO) basis.

F. Capital Assets

Capital assets, which include property, plant, and equipment are recorded at historical costs or estimated historical cost, if actual cost is not available. Contributed assets are recorded at estimated acquisition cost on the date of contribution.

The District defines capital assets as assets with an initial, individual cost of \$2,500 and an estimated useful life in excess of one year.

Depreciation is computed by the straight-line method based on the estimated useful lives of related asset classifications of 3 to 50 years.

G. Cash Flows Defined

For purpose of the statement of cash flows the District defines cash and cash equivalents to include all cash in deposit accounts, highly liquid investments, investment in LAIF and cash on hand.

H. Accounts Receivable

The District bills its water consumption and sewer usage on a cycle billing method. Cycle billing results in an amount of services rendered but not yet billed at year-end. The District has recorded this revenue by estimating the unbilled amount. The estimate was calculated by using the billing subsequent to the balance sheet date (June 30) and calculating the amount of service provided prior to June 30. This calculated amount is included in accounts receivable.

The delinquent water and sewer charges for services and facilities furnished by the District's water and sewage system, and all the penalties or delinquent charges accrued thereon shall constitute a lien upon the real property served. The District is allowed to place such charges and fees on the property tax rolls annually as of July 1.

I. Accrued Compensated Absences

The liability for vested vacation pay is calculated and accrued on an annual basis. The amount is computed using current employee accumulated vacation hours at current pay rates.

J. Budgets and Budgetary Accounting

Budgets are prepared on a basis consistent with generally accepted accounting principles. A general budget is adopted annually by the Board of Directors which includes operations, maintenance, and administration.

K. Property Taxes

Secured property taxes attach an enforceable lien on property as of January 1. Taxes are payable in two installments due November 1 and February 1 and become delinquent on December 10 and April 10. Unsecured property taxes, if any, are payable in one installment on or before August 15. The County of San Mateo bills and collects the taxes for the District. Tax revenues are recognized by the District when received. The sewer service charges are included in secured property tax bills.

L. Contract Services

The District contracted out the operation and maintenance of its sewer facilities to the Sewer Authority Mid-Coastside (SAM).

M. Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

N. Deferred Outflows and Inflows of Resources

Deferred outflows of resources are a consumption of net position that is applicable to a future reporting period and deferred inflows of resources are in acquisition of net assets that is applicable to a future reporting period. A deferred outflow of resources has a positive effect on net assets, similar to assets, and a deferred inflows of resources has a negative effect on net position, similar to liabilities. The District has one items that qualify for reporting in as deferred outflows of resources: the deferred outflows related to pension. The District has two deferred inflows of resources: the deferred inflows related to pension and leases.

O. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Plan and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by the Public Agency Retirement Services (PARS). For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

P. Leases

The District recognizes a lease receivable and a deferred inflow of resources in the government-wide and governmental fund financial statements. At the commencement of a lease, the District initially measures the lease receivable at the present value of payments expected to be received during the lease term. Subsequently, the lease receivable is reduced by the principal portion of lease payments received. The deferred inflow of resources is initially measured as the initial amount of the lease receivable, adjusted for lease payments received at or before the lease commencement date. Subsequently, the deferred inflow of resources is recognized as revenue over the life of the lease term.

Q. New Accounting Principles from the Governmental Accounting Standards Board (GASB)

GASB Statement No. 87 – As of July 1, 2021, the District adopted GASB Statement No. 87, *Leases*. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about govern-ments' leasing activities. The District implemented the requirements of this statement as described in note 5.

GASB Statement No. 89 – In June 2018, GASB issued Statement No. 89, *Accounting for Interest Cost Incurred Before the End of a Construction Period*. The objective of this Statement is to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and (b) to simplify accounting for certain interest costs. This Statement requires that interest cost incurred before the end of a construction period be recognized as an expense in the period in which the cost is incurred for financial statements prepared using the economic resources measurement focus. As a result, interest cost incurred before the end of a construction period will not be included in the historical cost of a capital asset reported in the financial statements. The requirements of this Statement are effective for reporting periods beginning after December 15, 2020, or FY 2021/2022. This Statement did not impact the District's the financial statements.

GASB Statement No. 92 – In January 2020, GASB issued Statement No. 92, *Omnibus 2020*. The objective of this Statement is to establish accounting and financial reporting requirements for specific issues related to leases, intra-entity transfers of assets, postemployment benefits, government acquisitions, risk financing and insurance-related activities of public entity risk pools, fair value measurements, and derivative instruments. The requirements of this Statement are effective for reporting periods beginning after June 15, 2021, or FY 2021/2022, except for Statement 87 and Implementation Guide 2019-3, reinsurance recoveries, and terminology used to refer to derivative instruments are effective upon issuance. This Statement did not impact the District's financial statements.

GASB Statement No. 97 – In June 2020, GASB issued Statement No. 97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans—an amendment of GASB Statements No. 14 and No. 84, and a supersession of GASB Statement No. 32*. The objective of this Statement is to (1) increase consistency and comparability related to the reporting of fiduciary component units in circumstances in which a potential component unit does not have a governing board and the primary government performs the duties that a governing board typically would perform; (2) mitigate costs associated with the reporting of certain defined contribution pension plans, defined contribution other postemployment benefit (OPEB) plans, and employee benefit plans other than pension plans or OPEB plans (other employee benefit plans) as fiduciary component units in fiduciary fund financial statements; and (3) enhance the relevance, consistency, and comparability of the accounting and financial reporting for Internal Revenue Code (IRC) Section 457 deferred compensation plans (Section 457 plans) that meet the definition of a pension plan and for benefits provided through those plans. The requirements of this Statement are effective for reporting periods beginning after June 15, 2021, or FY 2021/2022. This Statement did not impact the District's financial statements.

R. New Accounting Pronouncements – Effective in Future Fiscal Years

GASB Statement No. 91 – In May 2019, GASB issued Statement No. 91, *Conduit Debt Obligations*. The objectives of this Statement is to provide a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with commitments extended by issuers, arrangements associated with conduit debt obligations, and related note disclosures by clarifying the existing definition of a conduit debt obligation; establishing that a conduit debt obligation is not a liability of the issuer; establishing standards for accounting and financial reporting of additional commitments and voluntary commitments extended by issuers and arrangements associated with conduit debt obligations; and improving required note disclosures. The requirements of this Statement are effective for reporting periods beginning after December 15, 2021, or FY 2022/2023. The District is evaluating the impact of this Statement on the financial statement.

GASB Statement No. 93 – In May 2020, GASB issued Statement No. 93, Replacement of Interbank Offered Rates. The objectives of this Statement is to address those and other accounting and reporting implications resulting from the replacement of an IBOR by providing exceptions for certain hedging derivative instruments to the hedge accounting termination provisions when an IBOR is replaced and providing clarification to the hedge accounting termination provisions, removing LIBOR as a benchmark interest rate for the qualitative evaluation of the effectiveness of an interest rate swap, identifying a Secured Overnight Financing Rate and the Effective Federal Funds Rate as appropriate benchmark interest rates for the qualitative evaluation of the effectiveness of an interest rate swap and providing an exception to the lease modifications guidance in Statement 87, as amended, for certain lease contracts that are amended solely to replace an IBOR as the rate upon which variable payments depend. The requirements of this Statement are effective for reporting periods beginning after June 15, 2021 or FY 2021/2022, except the removal of LIBOR as a benchmark interest rate which is effective for periods beginning after December 31, 2022 or FY 2022/2023. The District is evaluating the impact of this Statement on the financial statements.

GASB Statement No. 94 – In March 2020, GASB issued Statement No. 94, Public-Private and Public-Public Partnerships and Availability Payment Arrangements. The objectives of this Statement improve financial reporting by addressing issues related to public-private and public-public partnership arrangements (PPPs). The requirements of this Statement are effective for reporting periods beginning after June 15, 2022 or FY 2022/2023. The District is evaluating the impact of this Statement on the financial statements.

GASB Statement No. 96 – In May 2020, GASB issued Statement No. 96, Subscription-Based Information Technology Arrangements. The objective of this Statement is to provide guidance on the accounting and financial reporting for subscription-based information technology arrangements (SBITAs) for government end users (governments). This Statement (1) defines a SBITA; (2) establishes that a SBITA results in a right-to-use subscription asset—an intangible asset—and a corresponding subscription liability; (3) provides the capitalization criteria for outlays other than subscription payments, including implementation costs of a SBITA; and (4) requires note disclosures regarding a SBITA. The requirements of this Statement are effective for reporting periods beginning after June 15, 2022 or FY 2022/2023. The District is evaluating the impact of this Statement on the financial statements.

GASB Statement No. 99 – In April 2022, GASB Issued Statement No. 99, Omnibus 2022. The objectives of this Statement are to enhance comparability in accounting and financial reporting and to improve the consistency of authoritative literature by addressing (1) practice issues that have been identified during implementation and application of certain GASB Statements and (2) accounting and financial reporting for financial guarantees. Certain requirements of this statement have been implemented as of June 30, 2022. The requirements related to leases, PPPs, and SBITAs are effective for fiscal years beginning after June 15, 2022, and all reporting periods thereafter. The requirements related to financial guarantees and the classification and reporting of derivative instruments within the scope of Statement 53 are effective for fiscal years beginning after June 15, 2023 or FY 2023/2024, and all reporting periods thereafter. The District is evaluating the impact of this Statement on the financial statements.

GASB Statement No. 100 – In June 2022, GASB Issued Statement No. 100, *Accounting Changes and Error Corrections – an amendment of GASB Statement No. 62*. The objective of this Statement is to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability. The requirements of this Statement are effective for accounting changes and error corrections made in fiscal years beginning after June 15, 2023 or FY 2023/2024 and all reporting periods thereafter. The District is evaluating the impact of this Statement on the financial statements.

GASB Statement No. 101 – In June 2022, GASB Issued Statement No. 101, *Compensated Absences*. The objective of this Statement is to better meet the information needs of the financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures. The requirements of this Statement are effective for fiscal years beginning after December 15, 2023, or FY 2024/2025 and all reporting periods thereafter. The District is evaluating the impact of this Statement on the financial statements.

Note 2 - Cash and Investments

A. Cash and Investment Summary

The following is a summary of the cash and investments as of June 30, 2022:

Cash Deposits	\$	7,137,927
Investments with Local Agency Investment Fund		4,623,334
Investments with California Asset Management Program		751,808
	\$	12,513,069
Restricted cash and cash equivalents	\$	1,123,978
Unrestricted cash and cash equivalents		11,389,091
	\$	12,513,069

B. General Authorizations

Limitations as they relate to interest rate risk, credit risk, and concentration of credit risk are indicated in the schedules below:

Authorized Investment Type	Maximum Remaining Maturity	Maximum Percentage of Portfolio	Maximum Investment In One Issuer
U.S. Agency Obligations	5 years	None	None
U.S. Treasury Securities	5 years	None	None
Banker's Acceptances	180 days	40%	30%
Negotiable Certificates of Deposit	5 years	30%	None
Repurchase Agreements	1 year	None	None
Local Agency Investment Fund (LAIF)	N/A	None	None
Certificate of Deposit	N/A	30%	None
California Asset Management Program	N/A	None	None

C. Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The District manages its exposure to interest rate risk by depositing the majority of its funds with the State Local Agency Investment Fund, which is short term investment. Information about the sensitivity of the fair values of the District's investments to market interest rate fluctuation is provided by the following schedule that shows the distribution of the District's investment by maturity:

Investment Type	Fair Value	Average Maturity
CAMP	\$ 751,808	60
LAIF	4,623,334	287
	\$ 5,375,142	

D. Credit Risk

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measure by the assignment of a rating by a nationally recognized statistical rating organization. Investment in LAIF are not rated on June 30, 2022.

E. Custodial Credit Risk - Deposits

For deposits, this is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District's Investment Policy addresses custodial credit risk, which follows the Government Code. Any uninsured bank balance is collateralized by the pledging financial institutions at 110% of the deposits, in accordance with the State of California Government Code. At June 30, 2022, balances in financial institutions were \$6,295,690. Of the balance in financial institutions, \$503,914 was covered by federal depository insurance and \$5,791,777 was collateralized as required by State law (*Government Code* Section 53630), by the pledging financial institution with assets held in a common pool for the District and other governmental agencies, but not in the name of the District.

Note 3 - Fair Value Measurements

The District categorizes the fair value measurements of its investments based on the hierarchy established by generally accepted accounting principles. The fair value hierarchy, which has three levels, is based on the valuation inputs used to measure an asset's fair value. The following provides a summary of the hierarchy used to measure fair value:

- Level 1 - Quoted prices in active markets for identical assets that the District has the ability to access at the measurement date. Level 1 assets may include debt and equity securities that are traded in an active exchange market and that are highly liquid and are actively traded in over-the-counter markets.
- Level 2 - Observable inputs other than Level 1 prices such as quoted prices for similar assets in active markets, quoted prices for identical or similar assets in markets that are not active, or other inputs that are observable, such as interest rates and curves observable at commonly quoted intervals, implied volatilities, and credit spreads. For financial reporting purposes, if an asset has a specified term, a Level 2 input is required to be observable for substantially the full term of the asset.
- Level 3 - Unobservable inputs should be developed using the best information available under the circumstances, which might include the District's own data. The District should adjust that data if reasonable available information indicates that other market participants would use different data or certain circumstances specific to the District are not available to other market participants.

Uncategorized - Investments in the Local Agency Investment Funds/State Investment Pools are not measured using the input levels above because the District's transactions are based on a stable net asset value per share. All contributions and redemptions are transacted at \$1.00 net asset value per share.

The District's investments in LAIF and CAMP are not subject to the fair value measurement.

Note 4 - Capital Assets

Changes in capital assets accounts are summarized below:

Water Fund	Balance			Balance
Category	June 30, 2021	Additions	Deletions	June 30, 2022
Capital assets not being depreciated				
Land and easement	\$ 734,500	\$ -	\$ -	\$ 734,500
Total capital assets not being depreciated	<u>734,500</u>	<u>-</u>	<u>-</u>	<u>734,500</u>
Capital assets being depreciated				
Water meters	1,058,985	-	-	1,058,985
Water general plant	28,621,510	557,027	-	29,178,537
Other capital assets	48,172	-	-	48,172
Surface water rights	300,000	-	-	300,000
Total capital assets being depreciated	<u>30,028,667</u>	<u>557,027</u>	<u>-</u>	<u>30,585,694</u>
Accumulated depreciation	<u>13,818,078</u>	<u>982,715</u>	<u>-</u>	<u>14,800,793</u>
Net capital assets being depreciated	<u>16,210,589</u>	<u>(425,688)</u>	<u>-</u>	<u>15,784,901</u>
Property, plant and equipment, net	<u>\$ 16,945,089</u>	<u>\$ (425,688)</u>	<u>\$ -</u>	<u>\$ 16,519,401</u>
Sewer Fund	Balance			Balance
Category	June 30, 2021	Additions	Deletions	June 30, 2022
Capital assets not being depreciated				
Land	\$ 5,000	\$ -	\$ -	\$ 5,000
Capacity rights	2,687,547	-	-	2,687,547
Total capital assets not being depreciated	<u>2,692,547</u>	<u>-</u>	<u>-</u>	<u>2,692,547</u>
Capital assets being depreciated				
Sewage collection facilities	5,340,307	-	-	5,340,307
Sewage treatment facilities	244,540	-	-	244,540
General plant and administration facilities	7,339,978	1,212,732	-	8,552,710
Seal Cove collection system	995,505	-	-	995,505
Other capital improvements	3,250,409	-	-	3,250,409
Total capital assets being depreciated	<u>17,170,739</u>	<u>1,212,732</u>	<u>-</u>	<u>18,383,471</u>
Accumulated depreciation	<u>9,831,527</u>	<u>501,529</u>	<u>-</u>	<u>10,333,056</u>
Net capital assets being depreciated	<u>7,339,212</u>	<u>711,203</u>	<u>-</u>	<u>8,050,415</u>
Property, plant and equipment, net	<u>\$ 10,031,759</u>	<u>\$ 711,203</u>	<u>\$ -</u>	<u>\$ 10,742,962</u>

Capacity Rights in Sewer Authority Mid-Coastside

The District has capacity rights in the Sewer Authority Mid-Coastside (SAM), a public entity created February 3, 1976 by a Joint Exercise of Powers Agreement pursuant to the provisions of Title 1, Division 7, and Chapter 5 of the Government code of the State of California. Other joint power members include the City of Half Moon Bay and the Granada Community Services District. The District reports these capacity rights in SAM on cost basis.

Under this agreement, SAM is granted the power of the member agencies to construct, maintain, and operate facilities for the collection, transmission, treatment and disposal of wastewater for the benefit of the lands and inhabitants within their respective boundaries.

Each member agency has the power to appoint two representatives of their own governing body to SAM’s Board of Directors. Budgets prepared by SAM are subject to approval by the member agencies and expenditures in excess of the budgeted amounts require unanimous consent and approval of SAM’s Board of Directors.

SAM provides sewage collection and treatment services, for which the District pays a monthly fee. The District paid \$1,861,399 for these collection and treatment services for the year.

The Sewer Authority Mid-Coastside complete audited financial statements are available at 1000 Cabrillo Hwy N, Half Moon Bay, CA 94019.

Note 5 - Leases

The District has multiple lease contracts for lease of District property wireless communications facilities. The leases expire between fiscal years 2024 through 2026. The discount rates were between 1.91% and 3.00%. As of June 30, 2022, the District’s receivable for lease payments was \$227,145. The District also has a deferred inflow of resources associated with these leases that will be recognized as revenue over the lease term. As of June 30, 2022, the balance of the deferred inflow of resources was \$221,325.

Note 6 - Long Term Obligations

Following is a summary of the changes in long term obligations for the year:

	Beginning Balance	Additions	Reductions	Ending Balance	Current Portion	Long-Term Portion
General Obligation Bonds, 2020 Series	\$ 7,050,811	\$ -	\$ 905,740	\$ 6,145,071	\$ 916,095	\$ 5,228,976
PNCEF Financed Purchase	844,025	-	136,740	707,285	148,157	559,128
CIEDB loan - Direct borrowing	694,586	-	31,783	662,803	32,753	630,050
SRF Loan - Direct borrowing	2,875,127	-	176,456	2,698,671	180,509	2,518,162
Totals	<u>\$ 11,464,549</u>	<u>\$ -</u>	<u>\$ 1,250,719</u>	<u>\$ 10,213,830</u>	<u>\$ 1,277,514</u>	<u>\$ 8,936,316</u>

A. General Obligation Bonds, Series 2020

On November 13, 2020, the District issued General Obligation Bonds Series 2020 in the amount of \$7,524,000. The bonds were issued to fully refund the General Obligation Bonds Series 2012, which the District issued for the acquisition and improvements of a domestic water supply, treatment, and fire protection system serving the entire District service area, and to finance improvements to the District's water system. The District therefore recognized an economic gain of \$360,600 and future cash saving of \$419,027. These bonds are payable from the levy of ad valorem taxes on all property within the District. Interest on the bonds is 1.4 percent and is payable on February 1 and August 1 of each year, commencing February 1, 2021.

Principal is due semi-annually beginning on February 1, 2021, in amounts ranging from \$473,189 to \$488,986, with a final payment on August 1, 2028 of \$488,986.

Repayment Schedule

Fiscal Year Ending June 30,	Principal	Interest	Total
2023	\$ 916,095	\$ 67,450	\$ 983,545
2024	926,568	56,977	983,545
2025	937,161	46,384	983,545
2026	947,876	35,670	983,546
2027	958,712	24,833	983,545
2028-2029	1,458,659	16,660	1,475,319
Total	<u>\$ 6,145,071</u>	<u>\$ 247,974</u>	<u>\$ 6,393,045</u>

B. Finance Purchase

On November 7, 2006, the District entered into a purchase agreement with a financial institution in the amount of \$1,854,443 at a fixed interest rate of 4.56 percent annually. The agreement matures on October 7, 2026. The agreement was to finance the acquisition, construction and installation of energy conservation capital facilities for the District's water system with the expectation that the cost thereof will be offset through reductions in future energy costs created by the facilities. As security for its obligation under this lease the District has pledged to the Lessor a security interest in the net revenue of both the water and sewer enterprises.

The financing was originally provided by Citibank at a rate of 4.56 percent for a 20-year term and is now held by PNC Equipment Finance (PNCEF). Effective March 15, 2013, the District refinanced the capital lease with PNCEF at a rate of 2.95 percent.

Repayment Schedule

Fiscal Year Ending June 30,	Principal	Interest	Total
2023	\$ 148,157	\$ 18,883	\$ 167,040
2024	160,108	14,352	174,460
2025	167,593	9,522	177,115
2026	172,794	4,506	177,300
2027	58,633	361	58,994
Total	<u>\$ 707,285</u>	<u>\$ 47,624</u>	<u>\$ 754,909</u>

C. CIEDB Loan

On October 1, 2008, the District entered into an enterprise fund installment sale agreement with California Infrastructure and Economic Development Bank (CIEDB) in the amount of \$1,010,000. The agreement was to purchase a facility in order to renovate and upgrade two sewer pump stations. The agreement matures on December 3, 2037 with principal amounts due August 1, and interest payments due on February 1 and August 1 of each year. The interest rate is 3.05 percent per annum.

Repayment Schedule

Fiscal Year Ending June 30,	Principal	Interest	Total
2023	\$ 32,752	\$ 19,716	\$ 52,468
2024	33,751	18,702	52,453
2025	34,781	17,656	52,437
2026	35,841	16,579	52,420
2027	36,935	15,470	52,405
2028-2032	202,273	59,479	261,752
2033-2037	235,070	26,192	261,262
2038	51,400	784	52,184
	<u>\$ 662,803</u>	<u>\$ 174,578</u>	<u>\$ 837,381</u>

D. State Revolving Fund Loan

On July 10, 2012, 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. Under this agreement, the State will lend the District an amount not to exceed \$500,000, payable in five years from the first principal and interest invoice. On November 14, 2012, the District entered into an additional agreement with the State of California Department of Health under the Safe Drinking Water Revolving Fund Law of 1947. This agreement constitutes funding in the form of a loan made by the State to the District to assist in financing the construction of the preliminary activities noted above.

Under this agreement, the State will lend the District an amount not to exceed \$2,920,000. The District will make semiannual payments for the principal and any interest amounts due January 1 and July 1 of each year until the loan is repaid in full at an interest rate of 2.09 percent and 2.28 percent, respectively, per annum.

Repayment Schedule

Fiscal Year Ending June 30,	Principal	Interest	Total
2023	\$ 180,509	\$ 60,602	\$ 241,111
2024	184,654	56,457	241,111
2025	188,895	52,216	241,111
2026	193,234	47,878	241,112
2027	197,671	43,440	241,111
2028-2032	1,058,575	146,980	1,205,555
2033-2035	695,133	28,038	723,171
Total	<u>\$ 2,698,671</u>	<u>\$ 435,611</u>	<u>\$ 3,134,282</u>

Note 7 - Deferred Contribution Plan

The District's defined contribution, IRS code section 457 pension plan, provides deferred compensation retirement benefits to plan members and beneficiaries. Under this plan participants may defer a portion of their compensation and are not taxed on the deferred portion until it is distributed to them. Distribution may be made only at termination, retirement, death, or in an emergency as defined by the plan. The District has contracted with a third party to provide administration and management of the plan's assets which are to be held for the exclusive benefit of plan participants and their beneficiaries. Since the assets held under this plan are not the District's property and are not subject to claims by general creditors of the District, they have been excluded from these financial statements.

Note 8 - Defined Benefit Plan

A. Plan Description

The District has adopted, through the Public Agency Retirement Services (PARS), a tax qualified governmental defined benefit plan for the benefit of eligible District employees to provide retirement benefits. PARS is a private agent-multiple employer agency specializing in retirement services. The plan conforms to the requirements of Internal Revenue Code Section 401(a) tax-qualified multiple employer retirement system and therefore is entitled to favorable tax treatment.

Members are eligible to receive benefits under the PARS plan if they:

- a) Were a full-time employee of the District on or after July 1, 2015;
- b) Are at least sixty-two years of age;
- c) Have completed at least five or more years of full-time service with the District;
- d) Have applied for benefits under the Plan; and
- e) Have terminated employment with the District.

B. Benefits Provided

Members are paid benefits equal to an amount equal to one-twelfth (1/12) of the number of full and partial years of full-time continuous employment with the District completed as of the member's retirement times the member's final pay times 2%. Upon death of a member, the member's monthly allowance will automatically continue to an eligible survivor. No preretirement disability benefits are provided. Pre-retirement death benefits are provided for employees who have at least five years of full-time employment with the District.

Employees who terminate employment or are terminated whether voluntarily, involuntarily, by death, disability or in any other manner prior to completing five (5) years of full-time service with the Employer, will receive one hundred percent (100%) of their Employee contributions made to the Plan plus three percent (3%) interest per annum.

The Plan's provisions and benefits in effect at June 30, 2022, are summarized as follows:

Formula	2% @ 62
Benefit vesting schedule	5 years of service
Benefit payments	monthly for life
Retirement age	62
Required employee contribution rates	7.75%
Required employer contribution rates	7.01%

C. Employees Covered by Benefit Terms

At June 30, 2022, the following employees were covered by the benefit terms for the Plan:

	PARS Plan
Inactive employees or beneficiaries currently receiving benefits	2
Inactive employees entitled to but not yet receiving benefits	-
Active employees*	8
Total	10

* Plan is closed to new entrants

D. Contributions

The District contributed the actuarially determined contribution to the PARS plan. For the year ended June 30, 2022, the employer contributions were \$68,382.

E. Net Pension Liability

The District's net pension liability for the Plan is measured as the total pension liability, less the pension plan's fiduciary net position. The net pension liability of the Plan is measured as of June 30, 2021, using an annual actuarial valuation as of June 30, 2021. A summary of principal assumptions and methods used to determine the net pension liability is shown below:

Actuarial Assumptions - The total pension liabilities in the June 30, 2021 actuarial valuation was determined using the following actuarial assumptions:

	PARS Plan
Valuation Date	June 30, 2021
Measurement Date	June 30, 2021
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount rate	6.5%
Aggregate payroll increases	2.75% ⁽¹⁾
Mortality	Varies by gender and age ⁽²⁾

⁽¹⁾ Depending on age, service and type of employment.

⁽²⁾ The underlying mortality assumptions and all other actuarial assumption used in the June 30, 2021 valuation were based on the results of a January 2017 actuarial experience study for the period 1997 to 2015. Further details of the Experience Study can be found on the CalPERS website.

F. Discount Rate

The best estimate for the long-term rate of return of 6.50% is determined by adding expected inflation to expected long-term real returns and reflecting expected volatility and correlation. The table below reflects discount rate development. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Asset Class Component	Target Allocation	Real Rate of Return
Global Equity	73%	4.82%
Fixed Income	20%	1.47%
REITs	2%	3.76%
Cash	5%	0.06%
Assumed Long-Term rate of Inflation		2.75%
Expected Long-Term Net Rate of Return, Rounded		6.25%

G. Changes in Net Pension Asset

The changes in the Net Pension Asset for the Plan are as follows:

	Increase / (Decrease)		
	Total Pension Liability	Plan Fiduciary Net Position	Net Pension Asset
Balance at July 1, 2021	\$ 812,074	\$ 870,076	\$ 58,002
Changes in the Year			
- Service cost	92,326	-	(92,326)
- Interest	58,354	-	(58,354)
- Difference between expected and actual experience	68,833	-	(68,833)
- Changes of assumptions	15,798	-	(15,798)
- Changes of benefit terms	-	-	-
- Contributions - employer	-	67,434	67,434
- Contributions - employee	-	53,616	53,616
- Net investment income	-	265,968	265,968
- Benefit payments including refunds	(13,286)	(13,286)	-
- Administrative expense	-	(9,947)	(9,947)
Net changes	222,025	363,785	141,760
Balance at June 30, 2022	\$ 1,034,099	\$ 1,233,861	\$ 199,762

Sensitivity of the Net Pension Asset (Liability) to Changes in the Discount Rate - The following presents the net pension asset (liability) of the District, calculated using the plan discount rate, as well as what the District's net pension asset (liability) would be if it were calculated using a discount rate that is 1 percentage point lower or 1 percentage point higher than the current rate:

	Discount Rate		
	1% Decrease (5.25%)	Current Rate (6.25%)	1% Increase (7.25%)
Net pension asset (liability)	\$ 31,548	\$ 199,762	\$ (382,009)

H. Pension Plan Fiduciary Net Position

Detailed information about the plan's fiduciary net position is available in the separately issued PARS financial report.

I. Pension Expense (Revenue) and Deferred Outflows/Inflows of Resources Related to Pension

For the year ended June 30, 2022, the District recognized pension expense of \$32,361. At June 30, 2022, the District reported deferred outflows and inflows of resources as follows:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 206,569	\$ (28,331)
Changes of assumptions	27,497	(4,231)
Net difference between projected and actual earnings on plan investments	-	(143,447)
Employer contributions made subsequent to the measurement date	68,382	-
	<u>\$ 302,448</u>	<u>\$ (176,009)</u>

The amount of \$68,382 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2023.

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Year ended June 30,	Deferred Outflows of Resources
2023	\$ (5,831)
2024	(4,054)
2025	(4,738)
2026	(12,052)
2027	29,193
Thereafter	55,539
	<u>\$ 58,057</u>

Note 9 - Risk Management

The District is exposed to various risks of loss related to torts: theft, damage, and destruction of assets; errors and omissions; injuries to employees and natural disaster. The District joined together with other entities to form the California Sanitation Risk Management Authority (CSRMA), a public entity risk pool currently operating as a common risk management and insurance program for 54-member entities. The purpose of CSRMA is to spread the adverse effects of losses among the member entities and to purchase excess insurance as a group, thereby reducing its cost. The District pays annual premiums to CSRMA for its general, liability, property damage and monthly premiums to State Fund for its workers compensation insurance.

CSRMA is governed by a Board composed of one representative from each member agency. The Board controls the operations of CSRMA including selection of management and approval of operating budgets, independent of any influence by member entities.

The following is a summary of the insurance policies carried by the District as of June 30, 2022:

Type of Coverage	Coverage Limits
General Liability	\$ 15,500,000
Workers' Compensation	2,000,000

Claims and judgments, including provision for claims incurred but not reported, are recorded when a loss is deemed probable of assertion and the amount of the loss is reasonably determinable. As discussed above, the District has coverage for such claims, but it had retained the risk for the deductible or uninsured portion of these claims.

The District has not exceeded its insurance coverage limits in any of the last three years. Any District liability is included in accrued expenses on the financial statements.

Note 10 - Commitments and Contingent Liabilities

The District has an agreement with Sewer Authority Mid-Coastside (SAM), Granada Community Services District, and City of Half Moon Bay for the purchase of additional plant sewer capacity on an as needed basis. The District may purchase additional capacity in the SAM plant, if such additional capacity is available, at a cost per Equivalent Residential Unit (ERU) in effect. The future price would be an average current cost per ERU charged a property in the City of Half Moon Bay and Granada Community Services District plus accrued interest as stipulated in the agreement. At this time the District needs no additional capacity.

The District is a plaintiff or defendant in a number of lawsuits, which have arisen in the normal course of business. In the opinion of the District, these actions when finally adjudicated will not have a material adverse effect on the financial position of the District.

Note 11 - Restatement of Beginning Net Position

As of July 1, 2021, the District adopted GASB Statement NO. 87, Leases. As a result of the implementation, the District changed its accounting for leases by recognizing a leases receivable and the related deferred inflows of resources from leases. The following table describes the effect of the implementation on beginning net position:

	Sewer	Water	Total
Net Position/Fund Balance, previously reported as of July 1, 2021	\$ 15,660,980	\$ 10,925,660	\$ 26,586,640
Recognition of leases receivable	301,154	-	301,154
Recognition of deferred inflows from leases	(301,154)	-	(301,154)
Net Position/Fund Balance, restated as of July 1, 2021	<u>\$ 15,660,980</u>	<u>\$ 10,925,660</u>	<u>\$ 26,586,640</u>



Required Supplementary Information
June 30, 2022

Montara Water and Sanitary District

Montara Water and Sanitary District
Schedule of Changes in the Net Pension Liability and Related Ratios
Year Ended June 30, 2022 – Last 10 Years **

Fiscal Year	June 30, 2022	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017
Measurement Date	June 30, 2021	June 30, 2020	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016
Total Pension Liability						
Service cost	\$ 92,326	\$ 89,637	\$ 93,834	\$ 91,101	\$ 83,063	\$ 80,448
Interest on total pension liability	58,354	49,961	41,731	34,674	30,574	10,064
Difference between expected and actual experience	68,833	-	(9,020)	-	(37,021)	297,568
Changes in assumptions	15,798	-	17,159	-	(7,271)	-
Benefit payments, including refunds of employee contributions	(13,286)	(13,026)	(12,770)	(27,105)	(1,527)	-
Net change in total pension liability	222,025	126,572	130,934	98,670	67,818	388,080
Total Pension Liability - beginning	812,074	685,502	554,568	455,898	388,080	-
Total Pension Liability - ending (a)	<u>\$ 1,034,099</u>	<u>\$ 812,074</u>	<u>\$ 685,502</u>	<u>\$ 554,568</u>	<u>\$ 455,898</u>	<u>\$ 388,080</u>
Plan fiduciary net position						
Contributions - employer	\$ 67,434	\$ 61,266	\$ 46,775	\$ 45,411	\$ 44,093	\$ 37,027
Contributions - employee*	53,616	48,981	44,969	47,075	50,429	344,564
Net investment income	265,968	16,099	41,201	45,838	55,329	6,520
Benefit payments	(13,286)	(13,026)	(12,770)	(27,105)	(1,527)	-
Administrative expense	(9,947)	(10,297)	(110)	(110)	(117)	(439)
Net change in plan fiduciary net position	363,785	103,023	120,065	111,109	148,207	387,672
Plan fiduciary net position - beginning	870,076	767,053	646,988	535,879	387,672	-
Plan fiduciary net position - ending (b)	<u>\$ 1,233,861</u>	<u>\$ 870,076</u>	<u>\$ 767,053</u>	<u>\$ 646,988</u>	<u>\$ 535,879</u>	<u>\$ 387,672</u>
Net pension asset (liability) - ending (a) - (b)	<u>\$ 199,762</u>	<u>\$ 58,002</u>	<u>\$ 81,551</u>	<u>\$ 92,420</u>	<u>\$ 79,981</u>	<u>\$ (408)</u>
Plan fiduciary net position as a percentage of the total pension liability	119.32%	107.14%	111.90%	116.67%	117.54%	99.89%
Covered payroll	\$ 830,829	\$ 736,554	\$ 675,929	\$ 680,306	\$ 626,786	\$ 620,243
Net pension asset (liability) as a percentage of covered employee payroll	24.04%	7.87%	12.07%	13.59%	12.76%	-0.07%

* Measurement Year 2016 - Includes employee purchases of past service contributions of \$297,568 in March 2016.

** Measurement year 2016 was the 1st year of the plan.

Montara Water and Sanitary District
Schedule of Plan Contributions
Year Ended June 30, 2022 – Last 10 Years **

	2022	2021	2020	2019	2018	2017	2016
Actuarially Determined Contribution	\$ 68,382	\$ 67,434	\$ 50,970	\$ 46,774	\$ 45,862	\$ 40,741	\$ 40,316
Contribution in relation to the Actuarially Determined Contribution	(68,382)	(67,434)	(50,970)	(46,774)	(45,862)	(40,741)	(40,316)
Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Covered payroll	\$ 830,829	\$ 825,421	\$ 736,554	\$ 675,929	\$ 680,306	\$ 626,786	\$ 620,243
Contributions as a percentage of covered payroll	8.23%	8.17%	6.92%	6.92%	6.74%	6.50%	6.50%

Notes to Schedule

Methods and assumptions used to determine contribution rates:

Actuarial cost method	Entry age normal
Investments	Highmark's passively managed Capital Appreciation portfolio
Discount rate	6.5%
Payroll increases	Aggregate payroll increase – 2.75% annually
Mortality, Withdrawal, Disability and Retirement	The probabilities of retirement and mortality are based on the 1997-2015 CalPERS Experience Study - Mortality projected fully generational with Scale MP-2019.

** Measurement year 2016 was the 1st year of the plan.



Independent Accountant's Report on
Agreed-Upon Procedures Applied to
Appropriations Limit Schedule
June 30, 2023

Montara Water and Sanitary District



Independent Accountant's Report

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

We have performed the procedures enumerated below, on the Appropriations Limit Calculation of the Montara Water and Sanitary District (District) prepared in accordance with Article XIII-B of the California Constitution for the fiscal year ended June 30, 2023. The District's management is responsible for the Appropriations Limit Calculation.

The District has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of assisting the District in evaluating its Appropriations Limit Calculation was performed as required by Article XIII-B of the California Constitution and we will report on findings based on the procedures performed. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures you requested us to perform and our findings are as follows:

- A. We obtained the completed worksheets setting forth the calculations necessary to establish the District's appropriations limit and compared the limit and annual adjustment factors included in those worksheets to the limit and annual adjustment factors that were adopted by resolution of the Board of Directors. We also compared the population and inflation options included in the aforementioned worksheets to those that were selected by a recorded vote of the Board of Directors.

Findings: No exceptions were noted as a result of our procedures.

- B. We added last year's limit to the annual adjustment amount and compared the resulting amount to the 2022-2023 appropriations limit.

Findings: No exceptions were noted as a result of our procedures.

- C. We compared the current year information to the worksheets described in No. 1 above.

Findings: No exceptions were noted as a result of our procedures.

- D. We agreed the prior year appropriations limit to the prior year appropriations limit adopted by the Board of Directors.

Findings: No exceptions were noted as a result of our procedures.

We were engaged by the District to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the accompanying Appropriations Limit Worksheet. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you. No procedures have been performed with respect to the determination of the appropriation limit for the base year, as defined by Article XIII-B of the California Constitution.

We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of the Board of Directors and management of the District and is not intended to be and should not be used by anyone other than those specified parties.

The image shows a handwritten signature in cursive script that reads "Eide Bailly LLP". The signature is written in black ink and is positioned above the typed name and date.

Menlo Park, California
June 28, 2023

MONTARA WATER AND SANITARY DISTRICT

**APPROPRIATIONS LIMIT SCHEDULE
FOR THE FISCAL YEAR ENDING JUNE 30, 2023**

	<u>Amount</u>	<u>Source</u>
A. Appropriations Limit for the Year Ended June 30, 2022	\$ 2,600,380	Prior year schedule
B. Calculation Factors:		
1. Population increase percent	<u>0.9908</u> *	State Department of Finance
2. Inflation increase percent	<u>1.0755</u>	County of San Mateo
3. Total adjustment factor percent	1.0656	B1 x B2
C. Annual Adjustment Increase	170,599	[(B3-1)A]
D. Other Adjustments:		
Loss responsibility (-)	-	N/A
Transfers to private (-)	-	N/A
Transfers to fees (-)	-	N/A
Assumed responsibility (+)	-	N/A
E. Total Adjustments	<u>170,599</u>	(C+D)
F. Appropriations Limit for the Year Ending June 30, 2023	<u>\$ 2,770,979</u>	(A+E)
* Greater of population increase percent for:		
County of San Mateo	0.9908	

MONTARA WATER AND SANITARY DISTRICT

NOTES TO APPROPRIATIONS LIMIT SCHEDULE FOR THE YEAR ENDED JUNE 30, 2023

1. PURPOSE OF AGREED-UPON PROCEDURES

Under Article XIII B of the California Constitution (the Gann Spending Limitations Initiative), California governmental agencies are restricted as to the amount of annual appropriations from proceeds of taxes. Effective for years beginning on or after July 1, 1990, under Section 1.5 of Article XIII B, the annual calculation of the appropriation limit is subject to agreed-upon procedures in connection with the annual audit.

2. METHOD OF CALCULATION

Under Section 10.5 of Article XIII B, for fiscal years beginning on or after July, 1990, the appropriations limit is required to be calculated based on the limit for the fiscal year 1986-1987, adjusted for the inflation and population factors discussed in Notes 3 and 4 below.

3. POPULATION FACTORS

A California governmental agency may adjust its appropriations limit by either the annual percentage change of the jurisdiction's own population or the annual percentage change in population of the District where the jurisdiction is located. The factor adopted by the District for the year 2022-2023 represents the annual percentage change in population for the District of San Mateo.

4. INFLATION FACTORS

A California governmental agency may adjust its appropriations limit by either the annual percentage change in the 4th quarter per capita personal income (which percentage is supplied by the State Department of Finance) or the percentage change in the local assessment roll from the preceding year due to the change of local nonresidential construction. The factor adopted by the District for the year 2022-2023 represents the percentage change in the local assessment roll from the preceding year due to the change of local nonresidential construction.

5. OTHER ADJUSTMENTS

A California government agency may be required to adjust its appropriations limit when certain events occur, such as the transfer of responsibility for municipal services to, or from, another government agency or private entity. The District had no such adjustment for the year ending June 30, 2023.



June 28, 2023

To the Governing Board
Montara Water and Sanitary District
Montara, California

We have audited the financial statements of Montara Water and Sanitary District (District) as of and for the year ended June 30, 2022, and have issued our report thereon dated June 28, 2023. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our letter dated May 9, 2022, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the District solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, our firm, and other firms utilized in the engagement, if applicable, have complied with all relevant ethical requirements regarding independence.

Significant Risks Identified

As stated in our auditor's report, professional standards require us to design our audit to provide reasonable assurance that the financial statements are free of material misstatement whether caused by fraud or error. In designing our audit procedures, professional standards require us to evaluate the financial statements and assess the risk that a material misstatement could occur. Areas that are potentially more susceptible to misstatements, and thereby require special audit considerations, are designated as "significant risks". We have identified the following as significant risks:

We are required to perform specific audit procedures relating to management override and more specifically, we performed audit procedures relating to improper revenue recognition.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the District is included in Note 1 to the financial statements. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during the year exception the implementation of GASB Statement No 87, *Leases*. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments. No such significant accounting estimates were identified.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. Uncorrected misstatements or matters underlying those uncorrected misstatements could potentially cause future-period financial statements to be materially misstated, even though the uncorrected misstatements are immaterial to the financial statements currently under audit.

The following summarizes uncorrected financial statement misstatements whose effects in the current and prior periods, as determined by management, are immaterial, both individually and in the aggregate, to the financial statements taken as a whole and each applicable opinion unit.

Understatement in the fair value of the Local Agency Investment Fund with the State for \$86,044 and related investment income and related net position.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to District's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Circumstances that Affect the Form and Content of the Auditor's Report

For purposes of this letter, professional standards require that we communicate any circumstances that affect the form and content of our auditor's report.

Adoption of New Accounting Standard

As discussed in Notes 1 and 5 to the financial statements, the District has adopted the provisions of Government Accounting Standards Board (GASB) Statement No. 87, Leases, for the year ended June 30, 2022. Accordingly, a restatement has been made as of July 1, 2021 to the beginning net position of the Sewer Fund. Our opinions are not modified with respect to this matter.

Representations Requested from Management

We have requested certain written representations from management which are included in the management representation letter dated June 28, 2023.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the District, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, significant events or transactions that occurred during the year, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the District’s auditors.

This report is intended solely for the information and use of the governing board, and management of the District and is not intended to be, and should not be, used by anyone other than these specified parties.

A handwritten signature in cursive script that reads "Eide Bailly LLP".

Menlo Park, California
June 28, 2023



Independent Auditor’s Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards

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

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Montara Water and Sanitary District (District), as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the District’s basic financial statements, and have issued our report thereon dated June 28, 2023.

Report on Internal Control over Financial Reporting

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

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

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

Report on Compliance and Other Matters

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

Purpose of this Report

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

A handwritten signature in cursive script that reads "Eide Bailly LLP".

Menlo Park, California
June 28, 2023



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: July 20, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Review and Possible Action Concerning Fiscal
Year End Budget to Actual Review.**

With the completion of the Districts' fiscal year end June 30, 2022 audit, District Staff would like to present a comprehensive review of operations as compared to the adopted June 30, 2022 budget. This process will assist District Staff with the upcoming fiscal year end close and future budget processes.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: July 20, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

SUBJECT: Executive Summary – June 30, 2022 fiscal year-end audit Budget vs. Actual

SEWER FUND

Sewer Service Charges: Total revenue of \$3,574,419 collected; \$94,947 over budget.

Budgeted revenues were budgeted to increase 7.33% due the adoption of a rate increase of 9% for all customer classes. The rate increase is due to take effect over a period of three fiscal years as shown in the table below. Actual revenue collected in excess of budget by \$94,947 is accurate and verified through County remittance advice.

Proposed Sewer Rates				
Customer Class	Current Sewer Rates	Projected Rates Effective On or After		
		July 1 2020	July 1 2021	July 1 2022
Rate Adjustment %		9%	9%	9%
Sewer Service Charge Rates¹				
<i>Volumetric charge billed per hundred cubic feet (hcf) of metered water use.</i>				
<i>Subject to a minimum charge based on 48 hcf of annual sewer use (4 hcf per month).</i>				
Residential	\$21.07	\$22.97	\$25.04	\$27.29
Restaurants	36.55	39.84	43.43	47.34
Motels	22.18	24.18	26.36	28.73
Offices	18.98	20.69	22.55	24.58
General Commercial	20.33	22.16	24.15	26.32
Schools	19.28	21.02	22.91	24.97
Hospitals	21.01	22.90	24.96	27.21



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: July 20, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

Cell Tower Lease: Total revenue of \$80,315 collected; \$3,095 over budget.

As of fiscal year 2021-22 cell tower lease revenue is only strictly Sewer Fund revenue due to the income being generated from the District's Sewer Property. Over budget due to escalation factor worked into lease agreement.

Sewer Fees: Total revenue of \$42,688 collected; \$29,588 over budget.

Mainly due to Remodel Fees collected. Administrative fees & Inspection fees also beat budgets by 100%.

Property Tax (Shared Activity [50/50]): Total revenue of \$1,033,834 collected; \$478,334 above budget. Please note this is in total and split between Sewer and Water Funds.

The District collected \$408,462 in ERAF apportionments, which was split 50/50 between Sewer and Water. Without the receipt of ERAF, the District would have collected approximately \$313K in property tax revenues per fund, surpassing expectations by \$35K.

Sewer Personnel expense: Total expense of \$381,446 incurred; \$15,623 over budget.

Sewer over budget due to the miscalculation of Management's negotiated pay increase. The increase is negotiated after the budget is approved.

Sewer Professional Services: Total expense of \$392,595 incurred; \$80,095 over budget.

Sewer above budget – Legal costs related to litigation of various legal matters were over budget by \$76,462.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: July 20, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

Sewer Facilities & Administration: Total expense of \$63,157 incurred; \$15,757 over budget.

Telephone and internet expenses were \$18,358 over budget. The District is continually trying to reduce the cost of communications, however, issues continue to present themselves.

Sewer Engineering: Total expense of \$56,067 incurred; \$26,067 over budget.

Our engineers, Nute Engineering, breakout their invoice to include both capital and non-capital activities. Non-capital activities include mechanical support for pump stations, GIS facility mapping & general engineering.

Sewer Pumping: Total expense of \$54,305 incurred; \$9,305 over budget.

Sewer fund budget over-runs in prior years are due to the increased PG&E costs at District pump houses, however, in FY 21-22 costs were budget appropriately and were slightly under budget. Costs associated with pump generator maintenance were unbudgeted and caused the overage.

Sewer Authority Mid-Coastside: Total expense of \$1,861,399 incurred; \$113,182 under budget.

Under budget is due to costs associated with SAM pass through expenditures being capitalized. MWSD budgeted \$40,000 & \$70,000 for collections system and pumping maintenance respectively. At fiscal year-end, we capitalized \$24,563 in collection system pass through costs and \$100,319 of pumping improvements.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: July 20, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

All other Accounts Sewer: Total expense of \$40,173 incurred; \$102,087 under budget.

Claim/property damage expenses were below budget, however, the main reason for the difference was due to the budgeting of the District's voting redistricting project. \$150,000 was budgeted to be split equally between funds, however, the project did not take place in FY 21-22.

Sewer interest income: Total revenue of \$12,872; \$27,128 under budget.

The District's Sewer reserves are held with LAIF. In FY 21-22 the District maintained an average balance of \$4,617,440. Unfortunately, due to low interest rates during this period, we earned far below expectations.

Sewer Capital Improvement: Total capitalized expense of \$1,212,732 incurred; \$693,603 under budget.

As discussed above, \$124,882 of SAM pass through costs were capitalized. In addition, \$1,044,043 of MWSD planned projects were capitalized. The breakdown is as follows:

Capitalized engineering: \$68,664

Pacific Trenchless for the Cabrillo Hwy project: \$942,851

Project related pump rental: \$9,759

Smart Covers: \$6,735

Office dry rot repair: \$6,817



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: July 20, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

Sewer Connection Fees: Total revenue of \$410,101 collected; \$260,101 over budget.

A total of 9 new construction connections sold. In addition, 16 remodel & additional fixture unit connections sold.

Sewer Debt Service: Total debt service of \$132,426 expended; \$18 under budget.

See debt service detail further in report.

SEWER FUND – BALANCE SHEET ANALYSIS

Cash & Investments: Increase of \$454,292. This is in line with expectations based on the outcome of the District's activities in FY 21-22.

Lease Receivable: New GASB 87 implementation. The District must now account for upcoming cell tower lease revenue as a receivable. Increase of \$227,145 due to the length of the current agreement with American Tower & Crown Castle. GASB 67 also requires the recognition of a liability to account for the fact that the funds are not guaranteed.

Capital assets: Net increase of \$711,203. \$1,212,732 capitalized expenses reduced by current year depreciation expense of \$501,529.

Net Pension Asset: Overall asset increased by \$43,945 to \$61,926 based on favorable market conditions and continued diligence in maintaining contribution rates.

Long term debt: In FY 21-22 MWSD retired \$100,153 of principal debt. This debt was accompanied with \$25,877 of interest expense.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: July 20, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

WATER FUND

Water Sales: Total revenue of \$1,749,003 collected; \$147,997 under budget.

Usage figures were down a slight amount. It was expected they would be higher due to more people working from home, but our community still found a way to conserve.

Water Fees: Total revenue of \$101,125 collected; \$88,125 over budget.

Mainline Extension fees accounted for \$80K of the over budget figure. Unfortunately, the fee was refunded in FY 22-23. Outside of this major item, other administrative fees beat budget by \$8,500.

Backflow testing & other: Total revenue of \$29,271 collected; \$11,271 over budget.

Over budget is mainly due to timing of collections after service has been performed.

Water Personnel expenses: Total expense of \$944,383 incurred; \$62,513 under budget.

A water operator missed significant time due to an injury suffered outside of the work place.

Water Professional Services: Total expense of \$193,914 incurred; \$63,086 under budget.

Legal accounts for nearly 100% of the under budget. \$140K budgeted, \$75K incurred, which was under budget by nearly \$65K.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: July 20, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

Water Facilities & Administration: Total expense of \$102,053 incurred; \$26,553 over budget.

As with the Sewer Fund, telephone and internet expenses were \$20,606 over budget. The District is continually trying to reduce the cost of communications, however, issues continue to present themselves

Water Engineering: Total expense of \$77,748 incurred; \$42,252 under budget.

Under budget due to the unpredictable nature of water quality engineering expenses. The expense line item fluctuates due to changes at the State level.

Water Pumping: Total expense of \$97,196 incurred \$8,504 under budget.

Pumping expenses from PG&E were \$6K under budget. This accounts for 90% of the entire line item cost. Other costs are associated with permitting for generator usage.

Water Supply: Total expense of \$39,268 incurred; \$13,232 under budget.

Water purchases were within \$2K of expectations. The costs associated with Well maintenance was under budget by \$9K. Services are as needed.

Water Collection/Transmission: Total expense of \$159,546 incurred; \$65,546 over budget.

On-going maintenance work performed on water mains or water service lines. Majority of work performed by Mossa Excavation, Andreini Brothers, and Core & Main. In addition, new meters are being purchased from Badger meters.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: July 20, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

Water Treatment: Total expense of \$93,413 incurred; \$28,413 over budget.

Increased costs associated with both the purchase of chemicals for water treatment as well as treatment analysis, both were over budget.

The District's main supplier of chemical inventory is Esbro Chemical & Evoqua. With the majority of treatment analysis handled by BSK lab.

All other Accounts Water: Total expense of \$110,463 incurred; \$91,837 under budget.

As discussed with the Sewer Fund, the major driver of this large under budget is the District voting border realignment project not getting underway.

Water interest income: Total revenue of \$1,880; No budget established.

The District's Water reserves are held with CA Asset Management Program (CAMP). In FY 21-22 the District established and began funding CAMP from the Water Reliability Charges collected. At fiscal year end the account had \$751,105 in principal balance.

GO Bond Assessments: Total revenue of \$1,015,063; \$109,323 over budget.

Debt service to retire GO bond debt is collected through the Property Tax roll. The amount is budgeted with current year debt service. Differences occur due to collections and remittances from the County.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: July 20, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

Water System Reliability Charge: Total revenue of \$1,027,699; \$27,699 over budget.

Revenue is collected and remitted through the County and used to assist the District fund the District Capital Improvement Program.

Water Capital Improvement: Total capitalized expense of \$557,027 incurred; \$641,723 under budget.

As discussed above, \$124,882 of SAM pass through costs were capitalized. In addition, \$1,044,043 of MWSD planned projects were capitalized. The breakdown is as follows:

Capitalized engineering: \$217,033

Calcon Communications equipment: \$23,745

Andreini Brothers: \$108,039 – Various projects

Mossa Excavation: \$76,047 – Various projects

Maggiora Bros Drilling: \$73,718 – Alta Vista & Portola Wells

Balance Hydrologics: \$32,369 – Well Monitoring

Office dry rot repair: \$6,817 – Split with Sewer Fund.

Water Connection Fees: Total revenue of \$461,772 collected; \$311,772 over budget.

A total of 6 new construction 3/4 inch meter connections sold. A total of 6 new construction 5/8 inch meter connections sold. 7 remodel connections sold. 13 new construction PFP connections sold.

Water Debt Service: Total debt service of \$1,305,830 expended; \$1,269 over budget.

See debt service detail further in report.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: July 20, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

WATER FUND – BALANCE SHEET ANALYSIS

Cash & Investments: Increase of \$958,711. See budget vs. actual cash flow analysis to identify areas where under budget amounts led to greater cash on hand.

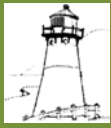
Capital assets: Net decrease of \$425,688. \$557,027 capitalized expenses reduced by current year depreciation expense of \$982,715.

Net Pension Asset: Overall asset increased by \$97,815 to \$137,836 based on favorable market conditions and continued diligence in maintaining contribution rates.

Long term debt: In FY 21-22 MWSD retired \$1,250,719 of principal debt. This debt was accompanied with \$153,995 of interest expense.

RECOMMENDATION:

This is for Board information only



Montara Water & Sanitary

Budgeted Cash Flow - Sewer

AS COMPARED WITH AUDITED ACTUALS

Fiscal year 2021-2022

Cash flow summary
Operating cash flow

Operating income	Budget	Actual	Variance (%)	Variance (\$)
Sewer Service Charges	\$ 3,479,472	\$ 3,574,419	2.73%	\$ 94,947
Cell Tower Lease	\$ 77,220	\$ 80,315	4.01%	\$ 3,095
Permits, Fees & Other	\$ 13,100	\$ 42,688	225.86%	\$ 29,588
Property Tax	\$ 277,750	\$ 516,917	86.11%	\$ 239,167
Waste Collection Revenues	\$ 25,000	\$ 26,055	4.22%	\$ 1,055
Total operating income	\$ 3,872,542	\$ 4,240,394		
Operating expenses				
Personnel	\$ (365,823)	\$ (381,446)	4.27%	\$ (15,623)
Professional Services	\$ (312,500)	\$ (392,595)	25.63%	\$ (80,095)
Facilities & Administration	\$ (47,400)	\$ (63,157)	33.24%	\$ (15,757)
Engineering	\$ (30,000)	\$ (56,067)	86.89%	\$ (26,067)
Pumping	\$ (45,000)	\$ (54,305)	20.68%	\$ (9,305)
Sewer Authority Mid-Coastside	\$ (1,974,581)	\$ (1,861,399)	-5.73%	\$ 113,182
All other Accounts	\$ (142,260)	\$ (40,173)	-71.76%	\$ 102,087
Total operating expenses	\$ (2,917,564)	\$ (2,849,142)		
Net Cash Flow Provided by Operations	\$ 954,978	\$ 1,391,252		
Investment cash flow				
Investment income				
Interest Revenue	\$ 40,000	\$ 12,872	-67.82%	\$ (27,128)
Total investment income	\$ 40,000	\$ 12,872		
Investment expenses				
Capital Improvement Program	\$ (1,906,335)	\$ (1,212,732)	-36.38%	\$ 693,603
Total investment expenses	\$ (1,906,335)	\$ (1,212,732)		
Net Cash Flow Used by Investments	\$ (1,866,335)	\$ (1,199,860)		
Financing cash flow				
Financing income				
Connection Fees	\$ 150,000	\$ 410,101	173.40%	\$ 260,101
Total financing income	\$ 150,000	\$ 410,101		
Financing expenses				
Loan Interest Expense	\$ (32,253)	\$ (32,235)	-0.06%	\$ 18
Loan Principal Payment	\$ (100,153)	\$ (100,153)	0.00%	\$ -
Total financing expenses	\$ (132,406)	\$ (132,388)		
Net Cash Flow Provided by Financing Activities	\$ 17,594	\$ 277,713		
Total Cash Flow Provided by All Activities	\$ (893,763)	\$ 469,105		

MWSD — Fiscal Year 2021-22 Fiscal Year End Budget Review
Two Year comparative - Statement of activities
6/30/2022 vs. 6/30/2021
Sewer Fund

	Current Period July 1, 2021 - June 30, 2022	Prior Period July 1, 2020 - June 30, 2021	Increase/(Decrease)	%'age Change
Revenue				
Sewer Service Charges	3,574,419	3,387,096	187,323	5.53%
Cell Tower Lease	80,315	34,032	46,283	136.00%
Permits, Fees & Other	42,688	217,114	(174,426)	-80.34%
Property Tax	516,917	455,194	61,723	13.56%
Waste Collection Revenues	26,055	27,202	(1,147)	-4.22%
Total Revenue	<u>4,240,394</u>	<u>4,120,638</u>	<u>119,756</u>	<u>2.91%</u>
Expenses				
Personnel	381,446	385,671	(4,225)	-1.10%
Professional Services	392,595	387,098	5,497	1.42%
Facilities & Administration	63,157	54,253	8,904	16.41%
Engineering	56,067	24,889	31,178	125.27%
Pumping	54,305	45,778	8,527	18.63%
Sewer Authority Mid-Coastside	1,861,399	1,866,454	(5,055)	-0.27%
All other Accounts	40,173	41,137	(964)	-2.34%
Total Expenses	<u>2,849,142</u>	<u>2,805,280</u>	<u>43,862</u>	<u>1.56%</u>
Net Operating Income	<u>1,391,252</u>	<u>1,315,358</u>	<u>75,894</u>	<u>5.77%</u>
Non-Operating				
Connection Fees Revenue	410,101	186,648	223,453	119.72%
Interest Revenue - LAIF	12,872	38,726	(25,854)	-66.76%
Interest Expense	(32,235)	(34,647)	(2,412)	6.96%
Capital Program	(1,212,732)	(790,008)	422,724	-53.51%
Total Other Income	<u>(821,994)</u>	<u>(599,281)</u>	<u>(222,713)</u>	<u>37.16%</u>
Net Income	<u>569,258</u>	<u>716,077</u>	<u>(146,819)</u>	<u>-20.50%</u>



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

<u>Operating Revenue</u>	<u>GL Codes</u>	<u>2019-20</u> <u>Actual</u>	<u>2020-21</u> <u>Actual</u>	<u>2021-22 Actual</u>	<u>2021-22</u> <u>Budget</u>	<u>Variance</u>
Cell Tower Lease:	4220	42,687	34,032	80,315	77,220	3,095
Administrative Fees (New Construction):	4410	3,794	4,932	7,397	3,600	3,797
Administrative Fees (Remodel):	4420	542	548	569	1,000	(431)
Inspection Fees (New Construction):	4430	3,584	3,626	6,994	3,500	3,494
Inspection Fees (Remodel):	4440	512	518		1,000	(1,000)
Mainline Extension Fees:	4450			6,000		6,000
Remodel Fees:	4460	2,999	10,601	18,826	4,000	14,826
Other Fees:	4470		7,500			0
Grants:	4510	112	136			0
Property Tax Receipts:	4610	407,337	455,194	516,917	277,750	239,167
Sewer Service Charges:	4710	3,086,734	3,429,746	3,582,585	3,484,472	98,113
Sewer Service Refunds, Customer:	4720	(7,751)	(42,650)	(8,166)	(5,000)	(3,166)
Waste Collection Revenues:	4760	24,353	27,202	26,055	25,000	1,055
Other Revenue:	4990	2,018	189,253	2,902		2,902
Total Operating Revenue:		3,566,921	4,120,638	4,240,394	3,872,542	367,852
<u>Operating Expenses</u>						
Bank Fees:	5190	6,592	8,517	4,811	7,000	2,189
Board Meetings:	5210	3,861	4,050	3,856	3,000	(856)
Director Fees:	5220	4,125	3,525	4,925	7,500	2,575
Election Expenses:	5230	0	0		75,000	75,000
Conference Attendance:	5250	35	0	1,918	2,500	582
Information Systems:	5270	9,746	6,875	4,099	4,000	(99)
Fidelity Bond:	5310	0	438		500	500
Property & Liability Insurance:	5320	1,394	9,851	8,057	5,000	(3,057)
LAFCO Assessment:	5350	2,060	5,318	2,708	2,500	(208)
Meeting Attendance, Legal:	5420				0	0
General Legal:	5430	89,445	59,250	99,681	200,000	100,319
Litigation:	5440	49,445	203,505	176,781		(176,781)
Maintenance, Office:	5510	4,614	4,096	3,382	8,000	4,618
Meetings, Local:	5520					0
Memberships:	5530	600	600	4,408		(4,408)
Office Supplies:	5540	6,388	4,094	6,692	6,500	(192)
Postage:	5550	654	463	112	400	288



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

<u>Operating Revenue</u>	<u>GL Codes</u>	<u>2019-20</u> <u>Actual</u>	<u>2020-21</u> <u>Actual</u>	<u>2021-22 Actual</u>	<u>2021-22</u> <u>Budget</u>	<u>Variance</u>
Printing & Publishing:	5560	980	1,397	943	1,500	557
Accounting:	5610	37,875	34,978	38,590	39,000	410
Audit:	5620	8,150	13,150	13,661	13,500	(161)
Consulting:	5630	50,500	66,299	51,037	50,000	(1,037)
Data Services:	5640	7,173	6,386	9,283	6,500	(2,783)
Labor & HR Support:	5650	2,562	2,562	2,562	2,500	(62)
Payroll Services:	5660	967	968	1,000	1,000	0
Other Professional Services:	5690					0
San Mateo County Tax Roll Charges:	5710	119	119	119	200	81
Telephone & Internet:	5720	31,129	32,546	38,358	20,000	(18,358)
Mileage Reimbursement:	5730	327	0	254	1,500	1,246
Reference Materials:	5740	0	55		200	200
Other Administrative:	5790	608	94	(287)		287
CalPERS 457 Deferred Plan:	5810	20,180	18,545	21,689	18,364	(3,325)
Employee Benefits:	5820	50,680	55,091	40,493	43,823	3,330
Disability Insurance:	5830	1,709	1,747	1,769	1,941	172
Payroll Taxes:	5840	16,217	17,028	17,451	20,069	2,618
PARS:	5850	20,480	25,388	18,497	17,936	(561)
Management:	5910	114,041	128,011	131,607	118,537	(13,070)
Staff :	5920	132,421	131,838	140,442	140,658	216
Staff Certification:	5930	2,225	1,913	2,100	1,800	(300)
Staff Overtime:	5940	1,888	3,411	4,813	340	(4,473)
Staff Standby:	5950					0
Worker's Compensation Insurance:	5960	2,837	2,699	2,585	2,355	(230)
Claims, Property Damage:	6170	632	976	3,076	20,000	16,924
Education & Training:	6195	0		93	1,000	907
Meeting Attendance, Engineering:	6210					0
General Engineering:	6220	35,060	24,889	56,067	30,000	(26,067)
Equipment & Tools, Expensed:	6320					0
Alarm Services:	6335	6,133	6,688	5,432	5,000	(432)
Landscaping:	6337	4,468	4,875	8,525	6,000	(2,525)
Pumping Fuel & Electricity:	6410	39,587	45,778	44,443	45,000	557
Pumping Maintenance, Generators:	6420			903		(903)
Pumping Maintenance, General:	6430			8,959		(8,959)



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

<u>Operating Revenue</u>	<u>GL Codes</u>	<u>2019-20</u> <u>Actual</u>	<u>2020-21</u> <u>Actual</u>	<u>2021-22 Actual</u>	<u>2021-22</u> <u>Budget</u>	<u>Variance</u>
Maintenance, Collection System:	6660			0	10,000	10,000
Uniforms:	6770	126		0	200	200
Fuel:	6810	848	687	1,297	1,000	(297)
Truck Equipment, Expensed:	6820	439	38	209	160	(49)
Truck Repairs:	6830	622	88	343	1,000	657
Total Other Operations:	6890	(29,919)				0
SAM Collections:	6910	341,549	281,817	304,309	331,973	27,664
SAM Operations:	6920	1,529,139	1,584,637	1,532,608	1,532,608	0
SAM Maintenance, Collection System:	6940				40,000	40,000
SAM Maintenance, Pumping:	6950				70,000	70,000
SAM NDWSCP:	6960			24,482		(24,482)
Total Operations Expense:		2,610,711	2,805,280	2,849,142	2,917,564	68,422
Net Change in position from Operations:		956,210	1,315,358	1,391,252	954,978	299,430



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

	<u>GL Codes</u>	<u>2019-20 Actual</u>	<u>2020-21 Actual</u>	<u>2021-22 Actual</u>	<u>2021-22 Budget</u>	<u>Variance</u>
Non Operating Revenue						
Connection Fees, Residential New Const:	7110	225,264	183,873	242,298	100,000	142,298
Connection Fees, Residential Remodel:	7120	55,708	2,774	53,312	50,000	3,312
Connection Fee Refunds:	7152					0
Additional Fixture Units New Const:	7153			22,617		22,617
Additional Fixture Units Remodel:	7155			79,005		79,005
PFP Pass Thru:	7160			12,869		12,869
Meter Pass Thru Costs:	7165					0
Mainline Extension Pass Thru:	7170					0
Employee loans:	7700					0
LAIF, Interest:	7200	105,107	38,726	12,872	40,000	(27,128)
Total Non Operating Revenue:		386,079	225,373	422,973	190,000	232,973
Non Operating Expense						
PNC Equipment Lease:	9125	15,151	11,535	11,970	11,535	(435)
I-Bank Loan:	9200	23,801	21,263	20,296	20,700	404
Total Non Operating Expense:		38,952	32,798	32,266	32,235	(31)
Net Change in position from Non Operating		347,127	192,575	390,707	157,765	233,004



Montara Water & Sanitary

Budgeted Cash Flow - Water

AS COMPARED WITH AUDITED ACTUALS

Fiscal year 2021-2022

Cash flow summary

Operating cash flow

Operating income	Budget	Actual	Variance (%)	Variance (\$)
Water Sales	\$ 1,897,000	\$ 1,749,003	-7.80%	\$ (147,997)
Permits, Fees & Other	\$ 13,000	\$ 101,125	677.88%	\$ 88,125
Property Tax	\$ 277,750	\$ 516,917	86.11%	\$ 239,167
Backflow Testing & Other	\$ 18,000	\$ 29,271	62.62%	\$ 11,271
Total operating income	\$ 2,205,750	\$ 2,396,316		
Operating expenses				
Personnel	\$ (1,006,896)	\$ (944,383)	-6.21%	\$ 62,513
Professional Services	\$ (257,000)	\$ (193,914)	-24.55%	\$ 63,086
Facilities & Administration	\$ (75,500)	\$ (102,053)	35.17%	\$ (26,553)
Engineering	\$ (120,000)	\$ (77,748)	-35.21%	\$ 42,252
Pumping	\$ (105,700)	\$ (97,196)	-8.05%	\$ 8,504
Supply	\$ (52,500)	\$ (39,268)	-25.20%	\$ 13,232
Collection/Transmission	\$ (94,000)	\$ (159,546)	69.73%	\$ (65,546)
Treatment	\$ (65,000)	\$ (93,413)	43.71%	\$ (28,413)
All Other Accounts	\$ (202,300)	\$ (110,463)	-45.40%	\$ 91,837
Total operating expenses	\$ (1,978,896)	\$ (1,817,984)		
Net Cash Flow Provided by Operations	\$ 226,854	\$ 578,332		

Investment cash flow

Investment income	Budget	Actual	Variance (%)	Variance (\$)
Interest Revenue	\$ -	\$ 1,808		\$ 1,808
GO Bonds, Assessment Receipts	\$ 905,740	\$ 1,015,063	12.07%	\$ 109,323
Water System Reliability Charge	\$ 1,000,000	\$ 1,027,699	2.77%	\$ 27,699
Total investment income	\$ 1,905,740	\$ 2,044,570		
Investment expenses				
Capital Improvement Program	\$ (1,198,750)	\$ (557,027)	-53.53%	\$ 641,723
Total investment expenses	\$ (1,198,750)	\$ (557,027)		
Net Cash Flow Used by Investments	\$ 706,990	\$ 1,487,543		

Financing cash flow

Financing income	Budget	Actual	Variance (%)	Variance (\$)
Connection Fees	\$ 150,000	\$ 461,772	207.85%	\$ 311,772
Total financing income	\$ 150,000	\$ 461,772		
Financing expenses				
Long Term Debt - Interest Expense	\$ (155,987)	\$ (155,264)	-0.46%	\$ 723
Long Term Debt - Principal Payment	\$ (1,148,574)	\$ (1,150,566)	0.17%	\$ (1,992)
Total financing expenses	\$ (1,304,561)	\$ (1,305,830)		
Net Cash Flow Provided by Financing Activities	\$ (1,154,561)	\$ (844,058)		
Total Cash Flow Provided by All Activities	\$ (220,717)	\$ 1,221,817		

MWSD — Fiscal Year 2021-22 Fiscal Year End Budget Review
Two Year comparative - Statement of activities
6/30/2022 vs. 6/30/2021
Water Fund

	Current Period July 1, 2021 - June 30, 2022	Prior Period July 1, 2020 - June 30, 2021	Increase/(Decrease)	%age Change
Revenue				
Water Sales	1,749,003	1,950,147	(201,144)	-10.31%
Cell Tower Lease	-	33,985	(33,985)	-100.00%
Permits, Fees & Other	101,125	99,322	1,803	1.82%
Property Tax	516,917	455,194	61,723	13.56%
Backflow Testing	29,271	22,221	7,050	31.73%
Total Revenue	<u>2,396,316</u>	<u>2,560,869</u>	<u>(164,553)</u>	-6.43%
Expenses				
Personnel	944,383	918,356	26,027	2.83%
Professional Services	193,914	239,051	(45,137)	-18.88%
Facilities & Administration	102,053	86,156	15,897	18.45%
Engineering	77,748	70,345	7,403	10.52%
Pumping	97,196	83,950	13,246	15.78%
Supply	39,268	43,585	(4,317)	-9.90%
Collection/Transmission	159,546	119,605	39,941	33.39%
Treatment	93,413	73,758	19,655	26.65%
All other Accounts	110,463	149,778	(39,315)	-26.25%
Total Expenses	<u>1,817,984</u>	<u>1,784,584</u>	<u>33,400</u>	1.87%
Net Operating Income	<u>578,332</u>	<u>776,285</u>	<u>(197,953)</u>	-25.50%
Non-Operating				
Connection Fees Revenue	461,772	249,207	212,565	85.30%
GO Bond Assessment Revenue	1,015,063	1,195,387	(180,324)	-15.08%
Water System Reliability	1,027,699	949,243		
Interest Revenue - CAMP	1,808	-	1,808	#DIV/0!
Interest Expense	(155,987)	(210,796)	(54,809)	26.00%
Capital Program	(557,027)	(400,200)	156,827	-39.19%
Total Other Income	<u>1,793,328</u>	<u>1,782,841</u>	<u>10,487</u>	0.59%
Net Income	<u>2,371,660</u>	<u>2,559,126</u>	<u>(187,466)</u>	-7.33%



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

<u>Operating Revenue</u>	<u>GL Codes</u>	<u>2019-20 Actual</u>	<u>2020-21 Actual</u>	<u>2021-22 Actual</u>	<u>2021-22 Budget</u>	<u>Increase/(Decrease) from 2022-2023 \$</u>
Cell Tower Lease:	4220	42,687	33,985	0		0
Administrative Fees (New Construction):	4410	4,336	6,028	8,535	5,000	3,535
Administrative Fees (Remodel):	4420	1,084	548	569	0	569
Inspection Fees (New Construction):	4430	4,096	5,698	8,415	4,000	4,415
Inspection Fees (Remodel):	4440	1,536	518	538	1,000	(462)
Mainline Extension Fees:	4450		85,905	82,882	3,000	79,882
Remodel Fees:	4460	1,421	0			0
Other Fees	4470	4,400	489	186		186
Grants:	4510	112	136			0
Property Tax Receipts:	4610	407,337	455,194	516,917	277,750	239,167
Testing, Backflow:	4740	25,761	15,828	25,730	18,000	7,730
Water Sales:	4810	1,973,134	1,952,964	1,752,213	1,900,000	(147,787)
Water Sales, Fire Protection:	4820					0
Water Sales Refunds, Customer:	4850	(1,338)	(2,817)	(3,210)	(3,000)	(210)
Other Revenue:	4990	56,424	6,393	3,541		3,541
Total Operating Revenue:		2,520,990	2,560,869	2,396,316	2,205,750	190,566
<u>Operating Expenses</u>						
Bank Fees:	5190	1,434	1,777	4,811	1,500	(3,311)
Board Meetings:	5210	3,861	4,050	3,856	3,000	(856)
Director Fees:	5220	4,125	3,525	4,925	7,500	2,575
Election Expenses:	5230		0		75,000	75,000
Bond Issue Cost:	5235		66,381			0
CDPH Fees:	5240	12,405	12,004	15,707	13,000	(2,707)
Conference Attendance:	5250	243	0	1,918	3,000	1,082
Information Systems:	5270	18,631	6,875	13,989	5,000	(8,989)
Fidelity Bond:	5310		438		500	500
Property & Liability Insurance:	5320	1,173	0	7,987	5,000	(2,987)
LAFCO Assessment:	5350	2,759	5,872	2,755	3,000	245
Meeting Attendance, Legal:	5420				0	0
General Legal:	5430	123,406	116,294	74,809	140,000	65,191
Litigation:	5440					0
Maintenance, Office:	5510	6,414	10,653	3,524	8,000	4,476

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

<u>Operating Revenue</u>	<u>GL Codes</u>	<u>2019-20 Actual</u>	<u>2020-21 Actual</u>	<u>2021-22 Actual</u>	<u>2021-22 Budget</u>	<u>Increase/(Decrease) from 2022-2023 \$</u>
Meetings, Local:	5520	(142)				0
Memberships:	5530	23,026	24,540	20,318	27,000	6,682
Office Supplies:	5540	6,525	4,098	6,797	6,500	(297)
Postage:	5550	11,567	13,451	14,890	9,000	(5,890)
Printing & Publishing:	5560	2,171	1,397	1,488	5,000	3,512
Accounting:	5610	37,875	34,978	38,590	39,000	410
Audit:	5620	8,150	13,150	13,661	13,500	(161)
Consulting:	5630	56,893	64,713	52,892	55,000	2,108
Data Services:	5640	900	6,386	10,400	6,500	(3,900)
Labor & HR Support:	5650	2,641	2,562	2,562	2,000	(562)
Payroll Services:	5660	967	968	1,000	1,000	0
Other Professional Services:	5690					0
San Mateo County Tax Roll Charges:	5710	119	119	119		(119)
Telephone & Internet:	5720	36,093	40,647	45,606	25,000	(20,606)
Mileage Reimbursement:	5730	623	75	525	1,500	975
Reference Materials:	5740		55		800	800
Other Administrative:	5790	500	729	685		(685)
CalPERS 457 Deferred Plan:	5810	42,604	44,923	48,201	44,063	(4,138)
Employee Benefits:	5820	85,042	120,304	116,781	107,276	(9,505)
Disability Insurance:	5830	3,564	4,041	4,129	4,658	529
Payroll Taxes:	5840	43,195	47,306	47,682	50,453	2,771
PARS:	5850	42,031	26,477	40,261	38,383	(1,878)
Management:	5910	114,042	128,011	131,608	118,537	(13,071)
Staff :	5920	407,112	446,737	451,291	526,927	75,636
Staff Certification:	5930	10,625	11,213	12,125	11,400	(725)
Staff Overtime:	5940	45,849	48,498	52,669	57,666	4,997
Staff Standby:	5950	25,485	26,514	26,564	27,723	1,159
Worker's Compensation Insurance:	5960	14,274	14,332	13,072	19,810	6,738
Backflow Prevention:	6160	326	1,528	1,020	1,000	(20)
Claims, Property Damage:	6170	392	0		10,000	10,000
SCADA Maintenance:	6185	2,468	4,816	2,910	13,000	10,090
Internet & Telephone, Communications:	6187			24		(24)
Education & Training:	6195	4,372	639	3,428	9,000	5,572



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

<u>Operating Revenue</u>	<u>GL Codes</u>	<u>2019-20 Actual</u>	<u>2020-21 Actual</u>	<u>2021-22 Actual</u>	<u>2021-22 Budget</u>	<u>Increase/(Decrease) from 2022-2023 \$</u>
Meeting Attendance, Engineering:	6210					0
General Engineering:	6220	12,390	1,352	6,749	20,000	13,251
Water Quality Engineering:	6230	116,823	68,993	70,999	100,000	29,001
Equipment & Tools, Expensed:	6320	17,500	6,943	12,363	8,000	(4,363)
Alarm Services:	6335	1,040	1,249	1,087	2,000	913
Landscaping:	6337	6,950	13,932	19,989	15,000	(4,989)
Facilities other:	6330					0
Lab Supplies & Equipment:	6370	9,432	993	5,357	4,000	(1,357)
Meter Reading:	6380	10	121	119	500	381
Pumping Fuel & Electricity:	6410	75,074	75,172	83,871	90,000	6,129
Pumping Maintenance, Generators:	6420	20,908	8,014	12,043	10,000	(2,043)
Pumping Maintenance, General:	6430	17	751	1,153	5,000	3,847
Pumping Equipment, Expensed:	6440	8,562	13	129	700	571
Maintenance, Raw Water Mains:	6510	27	37	253	2,500	2,247
Maintenance, Wells:	6520	13,281	9,193	5,975	15,000	9,025
Water Purchases:	6530	33,976	34,355	33,040	35,000	1,960
Hydrants:	6610	6,841	10,557	5,690	5,000	(690)
Maintenance, Water Mains:	6620	40,201	43,561	101,071	50,000	(51,071)
Maintenance, Water Service Lines:	6630	6,384	40,898	8,245	20,000	11,755
Maintenance, Tanks:	6640	5,141	4,510	438	5,000	4,562
Maintenance, Distribution General:	6650	10,890	8,623	22,202	10,000	(12,202)
Maintenance, Collection System:	6660			724		(724)
Meters:	6670	6,253	11,456	21,176	4,000	(17,176)
Chemicals & Filtering:	6710	39,914	38,934	43,341	20,000	(23,341)
Maintenance, Treatment Equipment:	6720	13,805	5,546	12,226	15,000	2,774
Treatment Analysis:	6730	18,718	29,278	37,846	30,000	(7,846)
Uniforms:	6770	3,702	1,635	1,687	2,000	313
Fuel:	6810	6,237	6,677	8,879	7,000	(1,879)
Truck Equipment, Expensed:	6820	3,433	217	1,186	2,000	814
Truck Repairs:	6830	3,694	498	2,075	5,000	2,925
Other Operations:	6890	4,265		2,492	0	(2,492)
Total Operations Expense:		1,689,208	1,784,584	1,817,984	1,978,896	160,912



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

<u>Operating Revenue</u>	<u>GL Codes</u>	<u>2019-20 Actual</u>	<u>2020-21 Actual</u>	<u>2021-22 Actual</u>	<u>2021-22 Budget</u>	<u>Increase/(Decrease) from 2022-2023 \$</u>
Net Change in position from Operations:		831,782	776,285	578,332	226,854	29,654



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

	<u>GL Codes</u>	<u>2019-20 Actual</u>	<u>2020-21 Actual</u>	<u>2021-22 Actual</u>	<u>2021-22 Budget</u>	<u>Variance</u>
Non Operating Revenue						
Connection Fees, Residential New Const:	7110	223,718	89,474	255,753	100,000	155,753
Connection Fees, Residential Remodel:	7120			13,199		13,199
Connection Fees, Residential Fire:	7130	84,517	155,910	111,063	50,000	61,063
Connection Fees, Residential Remodel Fire:	7140		3,823			0
Connection Fees, Well Conversion:	7150					0
Connection Fee refunds:	7152					0
Additional fixture units Remodel:	7155					0
PFP Pass Thru:	7160			49,955		49,955
Meter Pass Thru Costs:	7165			9,358		9,358
Mainline Extension Pass Thru:	7170			22,444		22,444
CAMP interest income:	7250			1,808		1,808
General Obligation Bonds, Assessment Receipts:	7600	1,191,631	1,195,387	1,015,063	983,546	31,517
Water System Reliability:	7650	0	949,243	1,027,699	1,000,000	27,699
Total Non Operating Revenue:		1,499,866	2,393,837	2,506,342	2,133,546	372,796
Non Operating Expense						
PFP Connection Expenses:	9075					
General Obligation Bonds:	9100	221,777	126,949	73,617	77,805	4,188
PNC Equipment Lease:	9125	15,151	13,384	11,451	11,535	84
State Revolving Fund Loan:	9150	72,938	69,614	65,810	66,647	837
Water Rebates :	9210	1,350	850	700		(700)
Total Non Operating Expense:		311,216	210,797	151,578	155,987	5,109
Net Change in position from Non Operating activities:		1,188,650	2,183,040	2,354,764	1,977,559	367,687

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	\$ 694,572		\$ 31,783	\$ 662,789	\$ 20,700
PNCEF Lease Obligation	\$ 927,222	\$ 422,012		\$ 68,370	\$ 353,642	\$ 11,535
Subtotal - Sewer		<u>\$ 1,116,584</u>	<u>\$ -</u>	<u>\$ 100,153</u>	<u>\$ 1,016,431</u>	<u>\$ 32,235</u>
Water						
GO Bonds - 2020 Series	\$ 7,524,000	\$ 7,050,811		\$ 905,740	\$ 6,145,071	\$ 77,805
PNCEF Lease Obligation	\$ 927,222	\$ 422,012		\$ 68,370	\$ 353,642	\$ 11,535
SRF Loan	\$ 4,248,354	\$ 2,875,133		\$ 176,456	\$ 2,698,677	\$ 64,655
Subtotal - Water		<u>10,347,956</u>	<u>-</u>	<u>1,150,566</u>	<u>9,197,390</u>	<u>153,995</u>
Total Debt Service		<u>\$ 11,464,540</u>	<u>\$ -</u>	<u>\$ 1,250,719</u>	<u>\$ 10,213,821</u>	<u>\$ 186,231</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.

Debt Issuance	Payoff Date
GO Bonds - 2020 Series	August 1, 2028
CIEDB Loan (I Bank)	October 15, 2026
PNCEF Lease Obligation	August 1, 2038
SRF Loan	July 1, 2035

Fiscal year 2021-2022 Budget Operating Reserves

WATER

Operating Reserve:

The District's Water Operating Reserve target is six months of operating expenses. Based on fiscal year 2023-24 budget the amount of operating reserves is as follows:

Target calculation

\$	1,978,896	Budgeted fiscal year 2021-22	
	12	Months	
<hr/>			
\$	164,908	Monthly budgeted operating expenses	
	x 6	Two months expenditures	
<hr/>			
\$	989,448	Target Reserve	
<hr/> <hr/>			

Actual Reserve at Fiscal Year End June 30, 2022

\$ 46,009

SEWER

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 six months' of operating expenses.

Based on fiscal year 2022-23 budget the amount of operating reserves is as follows:

Minimum Target

\$	2,917,564	Budgeted fiscal year 2021-22	
	12	Months	
<hr/>			
\$	243,130	Monthly budgeted operating expenses	
	x 6	Monthly budgeted operating expenses	
<hr/>			
\$	1,458,782	Minimum Target Reserve	
<hr/> <hr/>			

Maximum Target

\$	2,917,564	Budgeted fiscal year 2023-24	
	12	Months	
<hr/>			
\$	243,130	Monthly budgeted operating expenses	
	x 10	Monthly budgeted operating expenses	
<hr/>			
\$	2,431,303	Maximum Target Reserve	
<hr/> <hr/>			

Actual Reserve at Fiscal Year End June 30, 2022

\$ 406,882

Fiscal year 2021-2022 Budget

Capital Reserves

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

Minimum Target

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

Maximum Target

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

Actual Reserve at Fiscal Year End June 30, 2022

\$ 398,249

SEWER

Minimum Target

\$	1,838,825	Lowest year annual CIP (fiscal year 2022-23)
\$	1,177,000	Engineer estimate
<hr/>		
\$	3,015,825	Minimum target

Maximum Target

\$	2,992,625	Highest year CIP existing customers (fiscal year 2025-26)
\$	1,177,000	Engineer estimate
<hr/>		
\$	4,169,625	Maximum target

Actual Reserve at Fiscal Year End June 30, 2022

\$ 4,018,211

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
PARS:	5850

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

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

Pumping

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

Sewer Authority Mid-Coastside

SAM Collections:	6910
SAM Operations:	6920
SAM Prior-Year Adjustment:	6930
SAM Maintenance, Collection System:	6940
SAM Maintenance, Pumping:	6950
SAM NDWSCP:	6960

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
Membership:	5530
San Mateo County Tax Roll Charges:	5710
Mileage Reimbursement:	5730
Reference Materials:	5740
Claims, Property Damage:	6170
Education & Training:	6195
Equipment & Tools, Expensed:	6320
Maintenance, Collection System:	6660
Treatment Analysis:	6730
Uniform:	6770
Fuel:	6810
Truck Equipment, Expensed:	6820
Truck Repairs:	6830
Total Other Operations:	6890

Supply

Maintenance, Raw Water Mains:	6510
Maintenance, Wells:	6520
Water Purchases:	6530
Supply - Other:	6500

Collection/Transmission

Collection/Transmission - Other:	6600
Hydrants:	6610
Maintenance, Water Mains:	6620

Staff Standby:	5950	Maintenance, Water Service Lines:	6630
PARS:	5850	Maintenance, Tanks:	6640
		Maintenance, Distribution General:	6650
		Maintenance, Collection System:	6660
		Meters:	6670
Professional Services		Treatment	
Accounting:	5610	Treatment - Other:	6700
Audit:	5620	Chemicals & Filtering:	6710
Consulting:	5630	Maintenance, Treatment Equipment:	6720
Data Services:	5640	Treatment Analysis:	6730
Labor & HR Support:	5650		
Payroll Services:	5660		
Other Professional Services:	5690		
Meeting Attendance, Legal:	5420		
General Legal:	5430		
Litigation:	5440		
		All other Accounts	
Facilities & Administration		Bank Fees:	5190
Alarm Services:	6335	Board Meetings:	5210
Landscaping:	6337	Director Fees:	5220
Office Supplies:	5540	Election Expenses:	5230
Postage:	5550	Bond Issue Costs - Expense:	5235
Printing & Publishing:	5560	CDPH Fees:	5240
Maintenance, Office:	5510	Conference Attendance:	5250
Telephone & Internet:	5720	Information Systems:	5270
Other Administrative:	5790	Fidelity Bond:	5310
Facilities other:	6330	Property & Liability Insurance:	5320
		LAFCO Assessment:	5350
		Meetings, Local:	5520
		Memberships:	5530
		Mileage Reimbursement:	5730
Engineering		Reference Materials:	5740
Meeting Attendance, Engineering:	6210	Backflow Prevention:	6160
General Engineering:	6220	Claims, Property Damage:	6170
Water Quality Engineering:	6230	SCADA Maintenance:	6185
		Internet & Telephone, Communications:	6187
		Education & Training:	6195
		Equipment & Tools, Expensed:	6320
Pumping		Lab Supplies & Equipment:	6370
Pumping Fuel & Electricity:	6410	Meter Reading:	6380
Pumping Maintenance, Generators:	6420	Uniforms:	6770
Pumping Maintenance, General:	6430	Fuel:	6810
Pumping Equipment, Expensed:	6440	Truck Equipment, Expensed:	6820
Pumping - Other:	6400	Truck Repairs:	6830
		Other Operations:	6890
		San Mateo Co. Tax Roll Charges:	5710