



# Montara Water and Sanitary District

*Serving the Community of Montara and Moss Beach*

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

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

# AGENDA

## District Board of Directors

8888 Cabrillo Highway  
Montara, California 94037

## August 3, 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/81801297997?pwd=allaN3dDa2MyWDE1cWh3UzRzcUtadz09>

MEETING ID: 818 0129 7997

Password: 767533

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](mailto:info@mwsd.net) or submitted by phone at 650-728-3545 at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility. 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](http://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 Second Amendment to Verizon Site Lease](#)

## **CONSENT AGENDA**

1. [Approve Minutes for Regular Scheduled Board Meeting July 20, 2023](#)
2. [Approve Financial Statements for June 2023](#)
3. [Approve Warrants for August 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 May 2023](#)

## **OLD BUSINESS**

## **NEW BUSINESS**

1. [Review and Possible Action Concerning Authorization to Award the Contract for Construction of the SEWER IMPROVEMENT PROJECT and SPOT REPAIRS 2022-2023.](#)

## **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**

### **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: **August 3, 2023**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

**SUBJECT: Review and Possible Action Concerning Second  
Amendment to Verizon Site Lease**

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On January 28, 2013, a First Amendment to the Communications Lease Agreement (dated March 20, 2006) was executed between the District and GTE Mobilnet of California Limited Partnership d/b/a Verizon Wireless ("Verizon"). Under the agreement, Verizon leases a portion of District property located at the site of the District's Administrative Offices for the installation, operation and maintenance of an antenna for mobile wireless communication services together with a portion of the interior of a garage structure on the site for related equipment storage.

The term of the First Amendment expires this year and District staff and Verizon have negotiated a draft Second Amendment to the lease, the terms of which are discussed below.

## Discussion

The MWSD property at 8888 Cabrillo Highway in Montara currently houses equipment owned by Verizon, Sprint, T-Mobile and San Mateo County. Water and Utility rate payers benefit from the wireless services provided by this equipment. However, staff's first priority is for the protection of MWSD owned property and services it provides to the community ensuring such leases do not interfere with the MWSD's mission of providing clean, safe, reliable, drinking water to its customers.

Verizon entered into a Communications Lease Agreement with the MWSD on March 20, 2006, affecting approximately 280 sq. feet of MWSD property at 8888 Cabrillo Hwy. The initial term of the lease was for 5 years, with one 5 year option to extend (a total of 10 years). The initial rent was \$2,000 per month with no escalation the first 40 months. After 40 months, CPI annual escalations to start with the new base rent at \$2,250/month.

On January 28, 2013, the MWSD entered into a First Amendment to Communications Lease Agreement with Verizon which: (a) expanded the lease area to include a generator; (b) increased rent by \$200/month; (c) extend the



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 3, 2023**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

lease term by two additional 5 year terms and (d) rent to increase by 3% per year.

At some point in 2015, American Tower Corporation (ATC) became involved with the site on behalf of Verizon. On October 22, 2018, ATC offered to purchase the site. In the same email, ATC offered to extend the lease for 30 years with (a) rent at \$1,500/month; (b) 2% annual escalations; (c) a one-time lump sum \$40,000 payment and (d) revenue share for future tenants (ATC wanted to sublease space to other parties). The MWSD General Manager turned down this offer for a variety of reasons, including concerns about MWSD maintaining control of its property and subleasing, severely limiting future income. After receiving this low offer, the MWSD General Manager decided to work directly with Verizon rather than through ATC.

In August of 2020, negotiations began with Verizon. After a protracted negotiation, the parties are very close to now concluding a Second Amendment to Communications Lease Agreement, which include the following business terms:

1. Commencing 12/1/2022, rent to be \$4,000/month with 3% annual escalations; rent will increase by 3% on 12/1/2023 and each year thereafter.
2. Agreement to extend for two (2), five (5) year terms (through 11/31/2032).
3. New controls by MWSD regarding future modifications proposed by Verizon.
4. Verizon to pay the cost of repairing damage to MWSD property.
5. Prior notice required before Verizon accesses MWSD property.
6. Verizon responsible to protect MWSD from liens related to Verizon work.
7. New limitations on Verizon's ability right to assign the agreement to a tower company.
8. Although not specifically defined in the amendment, Verizon is in the process of replacing the old, rusted generator with a new model. There will be no expansion of the lease premises involved; exhaust to be repositioned to face away from MWSD offices.

In accordance with the law, a Notice of Public Hearing on the second lease amendment was published twice in the Half Moon Bay Review in advance of this public hearing.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 3, 2023**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

## Financial Impact

Existing Communications Lease Agreement lease agreement with Verizon provides current rental income to the MWSD in the amount of \$3,383.30 per month, adjusted annually by 3%. The proposed Second Amendment base rental rate shall be for \$4,000 per month, adjusted annually by 3%.

## RECOMMENDATION:

Open the public hearing, hear relevant testimony, close the public hearing and adopt RESOLUTION NO. \_\_ , RESOLUTION FINDING THAT CERTAIN DISTRICT PROPERTY IS NOT NEEDED FOR IMMEDIATE DISTRICT PURPOSES; THAT USE THEREOF UNDER A PROPOSED AMENDED LEASE WITH A TERM NOT EXCEEDING TEN YEARS IS COMPATIBLE WITH DISTRICT USES; THAT SAID AMENDED LEASE WILL BE OF PUBLIC BENEFIT; APPROVING, AUTHORIZING AND DIRECTING EXECUTION THEREOF AND AUTHORIZING AND DIRECTING GENERAL MANAGER TO FILE NOTICE OF EXEMPTION UNDER CALIFORNIA ENVIRONMENTAL QUALITY ACT FOR SAID PROJECT.

## Attachments

ATCH 1 - Communications Lease Agreement dated March 20, 2006 and First Amendment to Communications Lease Agreement dated January 28, 2013  
ATCH 2 – Draft Amendment Second Amendment to Communications Lease Agreement.

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

**RESOLUTION FINDING THAT CERTAIN DISTRICT PROPERTY IS NOT NEEDED FOR IMMEDIATE DISTRICT PURPOSES; THAT USE THEREOF UNDER A PROPOSED AMENDED LEASE WITH A TERM NOT EXCEEDING TEN YEARS IS COMPATIBLE WITH DISTRICT USES; THAT SAID AMENDED LEASE WILL BE OF PUBLIC BENEFIT; APPROVING, AUTHORIZING AND DIRECTING EXECUTION THEREOF AND AUTHORIZING AND DIRECTING GENERAL MANAGER TO FILE NOTICE OF EXEMPTION UNDER CALIFORNIA ENVIRONMENTAL QUALITY ACT FOR SAID PROJECT**

**(Communications Facility Site- Verizon Wireless)**

**WHEREAS**, the Montara Water and Sanitary District ("District") entered into a lease agreement entitled "Communications Lease Agreement" with GTE Mobilenet of California Limited Partnership, dba Verizon Wireless ("Verizon") dated as of March 20, 2006, as well as a first amendment to said lease dated as of January 28, 2013 ("Lease"), pursuant to which Verizon leases a portion of the District's property located at 8888 Cabrillo Hwy., Montara, California for the construction, installation, operation and maintenance of personal electronic communications facilities; and

**WHEREAS**, Verizon has proposed to amend the Lease pursuant to agreement entitled "Second Amendment to Communications Lease Agreement" ("Lease Amendment") under which additional terms were negotiated regarding future modifications to the area of the leased premises, an increase in the rent payable to the District and allowable extensions to the term of the lease not to exceed ten (10) years; and

**WHEREAS**, pursuant to the provisions of Health & Safety Code Section 6514.1(e), a duly noticed public hearing was held on August 3, 2023 by this Board on the question of approval of the Lease Amendment.

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) This Board hereby finds and determines as follows:

(a) The District is authorized and empowered to lease its property pursuant to Health and Safety Code Section 6514.1 and Water Code Section 31041;

(b) That portion of the District's property proposed to be leased pursuant to the Lease Agreement as amended by the Lease Amendment is currently not used by the District and is not needed for District purposes;

(c) The term of the Lease Agreement as amended by the Lease Amendment will not exceed ten (10) years;

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

**RESOLUTION FINDING THAT CERTAIN DISTRICT PROPERTY IS NOT NEEDED FOR IMMEDIATE DISTRICT PURPOSES; THAT USE THEREOF UNDER A PROPOSED AMENDED LEASE WITH A TERM NOT EXCEEDING TEN YEARS IS COMPATIBLE WITH DISTRICT USES; THAT SAID AMENDED LEASE WILL BE OF PUBLIC BENEFIT; APPROVING, AUTHORIZING AND DIRECTING EXECUTION THEREOF AND AUTHORIZING AND DIRECTING GENERAL MANAGER TO FILE NOTICE OF EXEMPTION UNDER CALIFORNIA ENVIRONMENTAL QUALITY ACT FOR SAID PROJECT**

**(Communications Facility Site- Verizon Wireless)**

(d) Use of the District property permitted under the Lease Agreement as amended by the Lease Amendment is compatible with District purposes because it will not interfere with the use of District property in the vicinity of the leased premises, nor detract from, nor interfere with, District operations and activities;

(e) Use of the leased premises under the Lease Agreement as amended by the Lease Amendment will result in public benefit because the rental payable thereunder will provide revenues to the District for the operation and maintenance of its sanitary sewerage systems, including the collection and transmission facilities, and the District's obligations to Sewer Authority Mid-Coastside, which provides treatment and disposal services for the District;

(f) Environmental review of the project has been completed pursuant to the California Environmental Quality Act (Pub. Resources Code §21000, et seq; "CEQA");

(g) The project under CEQA is categorically exempt from the provisions of CEQA (Pub. Res. C. §21084) pursuant to Sections 15301 (Existing Facilities) 15303 (Installation of Small Equipment) and 15302 (Replacement of Existing Utility System) of the State CEQA Guidelines (14 CCR §15000, et seq.);

(h) Pursuant to Health & Safety Code Section 6514.1(e), on August 3, 2023, a duly noticed public hearing was held on the question of leasing the leased premises in accordance with the terms and conditions of the Lease as amended by the Lease Amendment, at which hearing all persons interested were heard, or were provided the opportunity to be heard and no objections were made.

(2) That certain agreement entitled "Second Amendment to Communications Lease Agreement" by and between the Montara Water and Sanitary District, a public agency in the County of San Mateo, California, as Lessor, and GTE Mobilenet of California Limited Partnership, dba Verizon Wireless, by Celco Partnership, its general partner, as Lessee, providing for the amended leasing of a portion of District property for the construction, installation, operation, and maintenance of personal electronics communications facilities for a term not exceeding ten (10) years, copies of which Second Amendment to Lease



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

**RESOLUTION FINDING THAT CERTAIN DISTRICT PROPERTY IS NOT NEEDED FOR IMMEDIATE DISTRICT PURPOSES; THAT USE THEREOF UNDER A PROPOSED AMENDED LEASE WITH A TERM NOT EXCEEDING TEN YEARS IS COMPATIBLE WITH DISTRICT USES; THAT SAID AMENDED LEASE WILL BE OF PUBLIC BENEFIT; APPROVING, AUTHORIZING AND DIRECTING EXECUTION THEREOF AND AUTHORIZING AND DIRECTING GENERAL MANAGER TO FILE NOTICE OF EXEMPTION UNDER CALIFORNIA ENVIRONMENTAL QUALITY ACT FOR SAID PROJECT**

**(Communications Facility Site- Verizon Wireless)**

Agreement, together with the Communications Lease Agreement amended thereby, are on file in the District Administrative Offices, is hereby approved as to form, and the District General Manager is hereby directed and authorized to execute said Second Amendment to Communications Lease Agreement for and on behalf of the Montara Water and Sanitary District following its execution by Verizon.

(3) The General Manager is hereby authorized and directed to file a Notice of Exemption for the foregoing project with the County Clerk/Recorder, San Mateo County, pursuant to the California Environmental Quality Act.

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

COUNTERSIGNED:

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

\* \* \* \*

I HEREBY CERTIFY that the foregoing Resolution No. \_\_\_\_\_ duly and regularly adopted and passed by the Board of the Montara Water and Sanitary District, County of San Mateo, California, at a Regular Adjourned Meeting thereof held on the 3<sup>rd</sup> day of August 2023, by the following vote:

AYES, Directors:

ABSTENTION:

NOES, Directors:

ABSENT, Directors:

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

**RESOLUTION FINDING THAT CERTAIN DISTRICT PROPERTY IS NOT NEEDED FOR IMMEDIATE DISTRICT PURPOSES; THAT USE THEREOF UNDER A PROPOSED AMENDED LEASE WITH A TERM NOT EXCEEDING TEN YEARS IS COMPATIBLE WITH DISTRICT USES; THAT SAID AMENDED LEASE WILL BE OF PUBLIC BENEFIT; APPROVING, AUTHORIZING AND DIRECTING EXECUTION THEREOF AND AUTHORIZING AND DIRECTING GENERAL MANAGER TO FILE NOTICE OF EXEMPTION UNDER CALIFORNIA ENVIRONMENTAL QUALITY ACT FOR SAID PROJECT**

**(Communications Facility Site- Verizon Wireless)**

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Secretary, Montara Water and Sanitary District

## FIRST AMENDMENT TO COMMUNICATIONS LEASE AGREEMENT

This FIRST AMENDMENT TO COMMUNICATIONS LEASE AGREEMENT ("Amendment") is effective the 28 day of January, 2013, by and between MONTARA WATER AND SANITARY DISTRICT, a public agency in the County of San Mateo, California ("District"), and GTE Mobilnet of California Limited Partnership d/b/a Verizon Wireless ("Lessee"), with reference to the facts set forth in the recitals below:

### RECITALS

A. District and Lessee are parties to a Communications Lease Agreement dated March 20, 2006 (the "Lease"), whereby District has leased a portion ("Premises") of the District's property located at 8888 Cabrillo Hwy, Montara, San Mateo County, California ("Property") to Lessee to construct, operate and maintain a communications facility.

B. District and Lessee desire to, among other things, (i) expand the size of the Premises for the purpose of Lessee installing, maintaining, operating, and repairing a generator, (ii) provide for an increase in the rent payable to District under the Lease, and (3) provide for an increase in the number of extension terms provided under the Lease.

### AGREEMENT

NOW, THEREFORE, in consideration of the facts contained in the recitals above, the mutual covenants and conditions below, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. LEASE. Paragraph 2 of the Lease is hereby deleted in its entirety and replaced with the following paragraph:

"2. LEASE. District hereby leases to Lessee and Lessee hereby leases from District that portion of District's Property consisting of space within the three (3)-bay garage measuring approximately nine feet one inch (9'1") by twenty feet (20') (the "Equipment Space"), a one hundred-square-foot (100 sq. ft.) area of land (the "Tower Space") for Lessee's antenna structure, and an eight foot (8') by thirteen foot (13') space (the "Generator Space") for the installation, maintenance, operation, and repair of a generator and related equipment and appurtenances, together with utility connections between the Tower Space, Equipment Space, and Generator Space, together with the non-exclusive right for ingress and egress seven (7) days a week, twenty-four (24) hours a day, on foot or motor vehicle, including trucks, and for the installation and maintenance of utility wires, poles, cables, conduits, and pipes over, under, or along an access right-of-way extending from the nearest public right of way, Cabrillo Highway, to the demised premises, and together with a utility right-of-way connecting said demised premises to the nearest appropriate utility provider (collectively, the "Site" as depicted in Exhibit "A"). Lessee's antenna support structure (hereinafter described) shall be constructed and installed in and upon the Tower Space; provided that, subject to District's prior approval, the antenna support structure may be repositioned at Lessee's request to a location that shall be depicted upon an amended, revised or supplemental exhibit."

2. GARAGE – JOINT USE. The phrase "except the pole and antennas" in Paragraph 4 of the Lease is hereby deleted in its entirety and replaced with the phrase "except the pole, antennas, generator, and related equipment and appurtenances."

3. LESSEE'S FACILITIES. The phrase "connecting Lessee's antenna facilities to transmitters and receivers" in Paragraph 5 of the Lease is hereby deleted in its entirety and replaced with the phrase "connecting Lessee's antenna facilities to Lessee's transmitters and receivers and to Lessee's generator."

4. EXHIBIT REPLACEMENT. Exhibit "A" to the Lease is hereby deleted in its entirety and replaced with Exhibit "A" attached hereto and incorporated herein by this reference. All references to Exhibit "A" in the Lease shall hereafter refer to Exhibit "A" attached hereto.

5. RENT. Commencing upon the first day of the month following the date Lessee begins installation of the generator on the Premises (the "Rental Increase Date"), the rent due under the Lease shall increase by the amount of Two Hundred and 00/100 Dollars (\$200.00) per month. Lessee and District agree that they shall acknowledge in writing the Rental Increase Date. Lessee and District acknowledge and agree that the initial rent increase payment(s) shall not actually be sent by Lessee until thirty (30) days after written acknowledgement confirming the Rental Increase Date.

6. RENT INCREASE. District and Lessee acknowledge and agree that Section 7.C. to the Lease shall be deleted in its entirety and replaced with the following:

"C. RENT ADJUSTMENT. Commencing on April 1, 2013, and on each annual anniversary thereafter, the rent shall be increased by an amount equal to three percent (3%) of the rent incurred for the previous year."

7. EXTENDED TERM. Paragraph 8.B. of the Lease is hereby deleted in its entirety and replaced with the following paragraph:

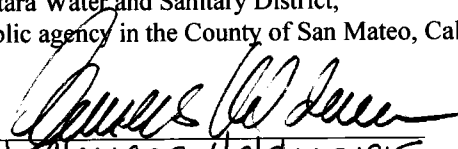
"B. EXTENDED TERM. Lessee shall have the right and option to extend the term of this Lease beyond the Primary Term for two (2) additional terms of sixty (60) months (collectively, the "Extended Term"), on the same terms and conditions as provided herein for the Primary Term; provided, that rental installments shall continue to be adjusted in accordance with Paragraph 7.C. throughout the Extended Term. Unless this Lease shall have been sooner terminated, the foregoing options shall be deemed automatically exercised; provided, that Lessee may decline to exercise said option by giving written notice thereof to District not less than sixty (60) days prior to expiration of the Primary Term or any applicable extended term."

8. CONTINUED EFFECT. Except as specifically modified by this Amendment, all of the terms and conditions of the Lease shall remain in full force and effect. In the event of a conflict between any term and provision of the Lease and this Amendment, the terms and provisions of this Amendment shall control. In addition, except as otherwise stated in this Amendment, all initially capitalized terms will have the same respective defined meaning stated in the Lease. All captions are for reference purposes only and shall not be used in the construction or interpretation of this Amendment.

IN WITNESS WHEREOF, District and Lessee have caused this Amendment to be executed by each party's duly authorized representative effective as of the date first above written.

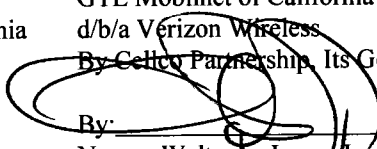
**DISTRICT:**

Montara Water and Sanitary District,  
a public agency in the County of San Mateo, California

By:   
Name: Clemens Heldmaier  
Title: General Manager  
Date: 11/06/12


**LESSEE:**

GTE Mobilnet of California Limited Partnership  
d/b/a Verizon Wireless  
By Cello Partnership, Its General Partner

By:   
Name: Walter L. Jones, Jr.  
Title: Area Vice President Network  
Date: 1/29/13

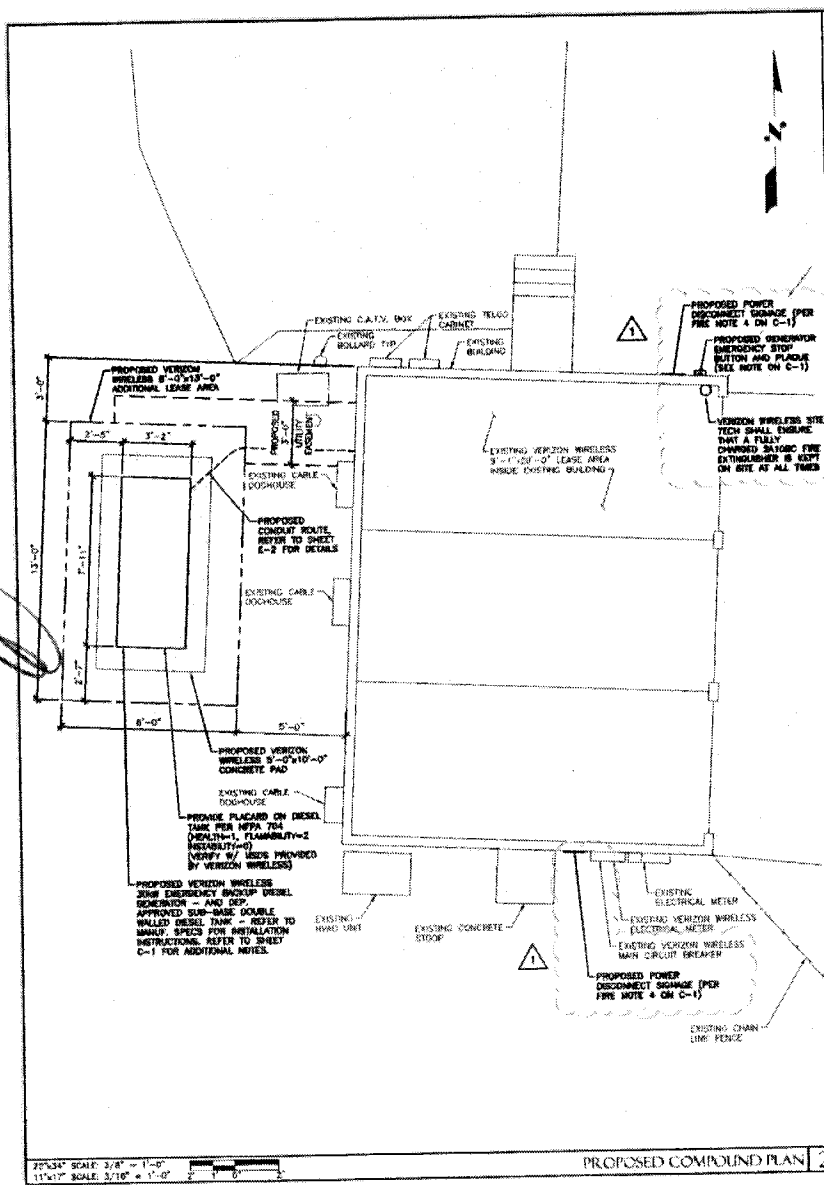
**EXHIBIT "A"**

[See Attached]

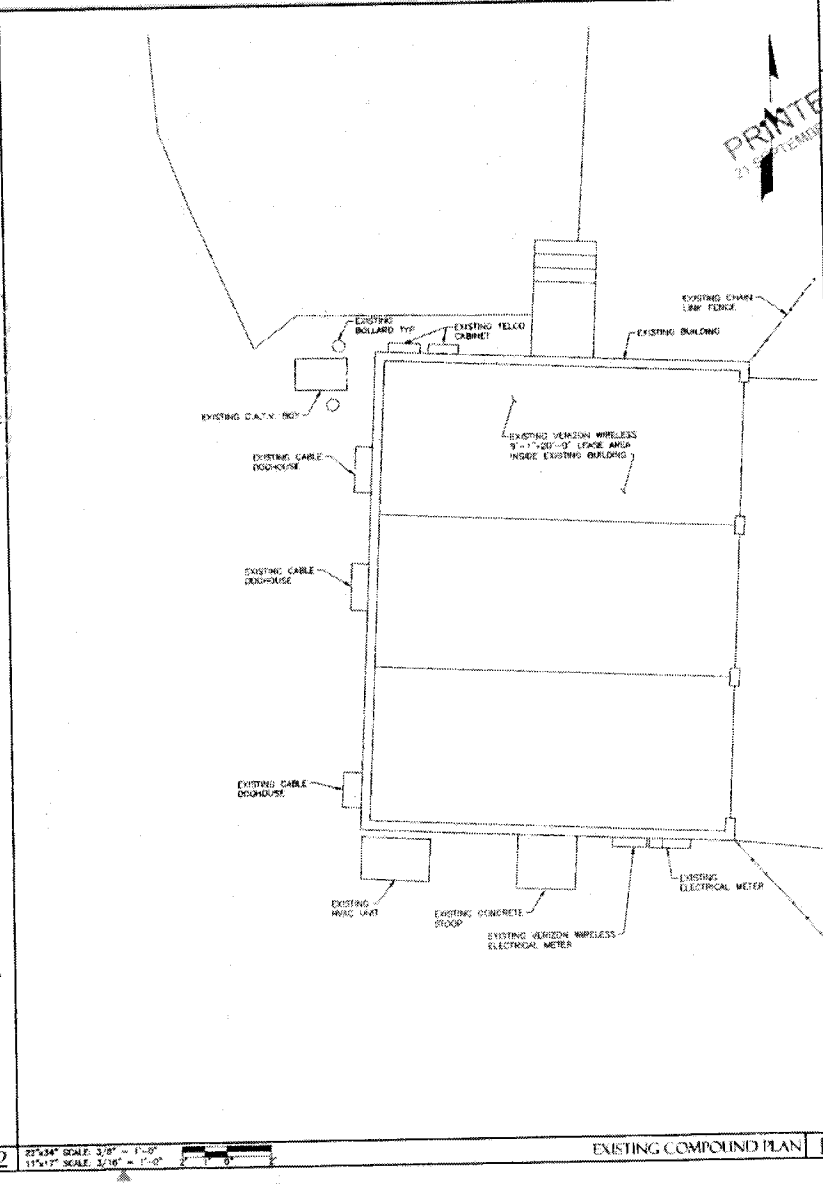


11/06/12

Exhibit "A" page 1

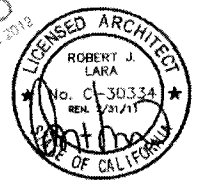


PROPOSED COMPOUND PLAN 2



EXISTING COMPOUND PLAN 1

PRINTED  
20 SEPTEMBER 2012



3		
2		
1	9/21/12	100% CD SUBMITTAL
0	6/14/12	100% CD SUBMITTAL
A	7/16/12	ISSUED FOR REVIEW

No. Date Action

Client:

**verizon wireless**

Implementation Team:

**EPIC WIRELESS GROUP INC.**

A/E:

**MORRISON HERSHFIELD**  
1600 NE 87TH STREET, SUITE 110  
BELLEVUE, WA 98003  
TEL: 425.450.1357 FAX: 425.481.1398  
www.mhfr.com/morher

Project:

**HWY 1/  
MONTARA  
8888 CABRILLO HWY  
MONTARA, CA 94037**

Drawing Title:

**COMPOUND PLAN**

Scale:	Project No.
As shown	7123016
Designer:	Date:
BW	7/15/12
Drawn By:	Checked By:
CL	RL
Project Manager:	Client Approval:
RM	
Issue No.	Drawing No.
1	A-1

**Cell Engineering**  
 Engineering & Surveying & Planning  
 1228 Main Street  
 San Diego, California 92103-5015  
 Phone: (619) 444-9426 • Fax: (619) 444-1309

Project Name: Hwy 1 / Montara  
 PCS Equipment A.S.N.C. Survey Form

Client: (619) 444-9426 / Monterra  
 Project Site Location: 8888 Cabrillo Hwy  
 Montara, CA 94037

Date of Observation: 08-18-12

Equipment/Procedure Used to Obtain Coordinates: Trimble 560-Pro post  
 processed with Pinnacle/Office software.

Type of Access Road: Existing Monterra Tower

**RD. 35 Coordinates**  
 NAD 83 Coordinates  
 Latitude: N 37° 32' 03.31"  
 Longitude: W 123° 31' 04.16"  
 ELEVATION of Ground at Base of Structure (NAVD83): 94.7' AMSL  
 STRUCTURE HEIGHT (Top of Tower): 69.7' AGL  
 OVERALL HEIGHT (Top of Tower): 164.4' AGL

**DECLARATION:** I, the undersigned, do hereby certify that I have been in  
 possession of a field survey done under my supervision and that the accuracy of  
 these elevations meet or exceed the standards as defined in the FAA ACAC  
 document titled "A-C-1" and that they are true and correct to the best  
 of my knowledge and belief.

Signature: D. Cell California NCE 14852

THESE DOCUMENTS AND/OR THE ACCOMPANYING SPECIFICATIONS AS INSTRUMENTS OF SERVICE ARE  
 THE EXCLUSIVE PROPERTY OF CELL ENGINEERING AND THEIR USE AND PUBLICATION SHALL BE  
 RESTRICTED TO THE ORIGINAL SITE AND CARRIER FOR WHICH THEY ARE PREPARED. REUSE,  
 REPRODUCTION OR PUBLICATION BY ANY METHOD IN WHOLE OR IN PART IS PROHIBITED EXCEPT  
 BY WRITTEN PERMISSION FROM CELL ENGINEERING. TITLE TO THESE PLANS AND/OR SPECIFICATIONS  
 SHALL REMAIN WITH CELL ENGINEERING WITHOUT PREJUDICE AND WITHOUT CONTACT WITH THEM  
 SHALL CONSTITUTE PRIMA FACIE EVIDENCE OF ACCEPTANCE OF THESE RESTRICTIONS.

**DATE OF SURVEY:** 08-18-12  
**SURVEYED BY OR UNDER DIRECTION OF:** KENNETH D. CUL,  
 R.G.L. 14893

CONTRACTOR IS RESPONSIBLE TO VERIFY LEASE AREA PRIOR  
 TO CONSTRUCTION.

LOCATED IN THE COUNTY OF SAN MATEO, STATE OF  
 CALIFORNIA

BERNIES SHOWN ARE BASED UPON MONUMENTS FOUND  
 AND BOUND INFORMATION. THIS IS NOT A BOUNDARY  
 SURVEY.

ELEVATIONS SHOWN ON THIS PLAN ARE BASED UPON  
 U.S.C.T.S. N.A.I.D. 88 DATUM, ABOVE MEAN SEA LEVEL  
 UNLESS OTHERWISE NOTED.

N.G.V.E. 1929 CORRECTION: SUBTRACT 2.76' FROM  
 ELEVATIONS SHOWN.

CONTROLLER MEASUREMENT: 1'  
 ASSESSOR'S PARCEL NUMBER: 037-310-010

CURRENT ZONING: M/A  
 OWNER(S): MONTERA SANITARY DISTRICT  
 P.O. BOX 370431  
 MONTERA, CA 94037

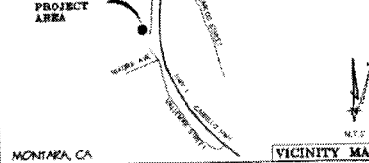
SITE CONTACT: BOEY EMMO  
 916-884-8358

BOUNDARY SHOWN IS BASED ON MONUMENTATION FOUND  
 AND RECORD INFORMATION. THIS IS NOT A BOUNDARY  
 SURVEY. THIS IS A SPECIALIZED TOPOGRAPHIC SURVEY WITH  
 PROPERTY LINES AND EASEMENTS BEING A GRAPHIC  
 REPRESENTATION BASED ON INFORMATION OBTAINED FROM  
 VARIOUS SOURCES OF RECORD AND AVAILABLE  
 MONUMENTATION FOUND DURING THE FIELD SURVEY. NO  
 EASEMENTS WERE RESEARCHED OR PLOTTED. PROPERTY  
 LINES AND LINES OF TITLE WERE NOT INVESTIGATED NOR  
 SURVEYED. NO PROPERTY MONUMENTS WERE SET.

**Lease Area Description:**  
 All that certain lease area being a portion that certain parcel delineated as "Monterra Sanitary District" as to whom on that certain  
 Record of Survey recorded at Volume 15, Page 12, Official Records of San Mateo County, California, and being located in the City of  
 Montara, being more particularly described as follows:  
 Cornering of a 2.4" Iron Pipe flagged 65 4596 sq ft of a lot which bears South 78°21'28" West 23.80 feet from the Northwest  
 corner of Highway Avenue as is shown on the above referenced Survey from which a similar monument of the Northwest corner of  
 Highway Avenue bears North 72°21'25" East 182.51 feet; thence from said point of commencement North 02°53'50" East 567.72 feet to  
 the True Point of Beginning; thence from said point of beginning North 02°44'23" East 13.90 feet; thence South 67°16'27" East 8.00  
 feet; thence South 02°44'23" West 13.00 feet; thence North 87°15'37" West 8.00 feet to the point of beginning.

Together with an easement for access purposes fifteen feet in width from the above described lease area over and across the existing  
 traveled way to the public right of way more commonly known as Highway 1.

Also together with an easement for utility purposes three feet in width the centerline of which is described as follows: beginning at  
 Northwest corner of the above described lease area and running thence South 87°15'37" East 13.5 feet more or less to the existing  
 Verizon Wireless equipment area and electrical facilities.



DATE	BY	APPROVED DATE

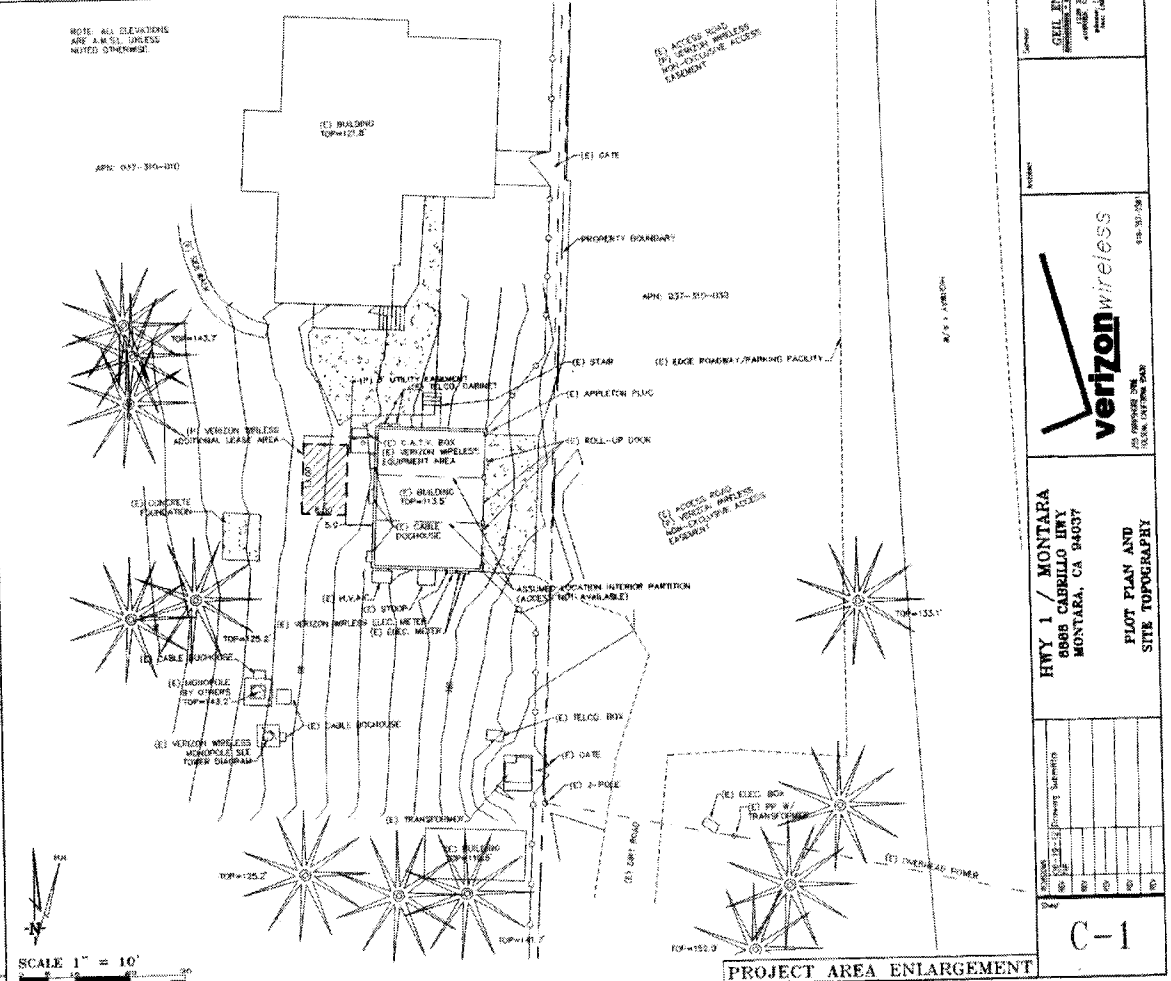
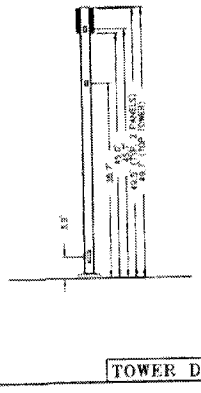
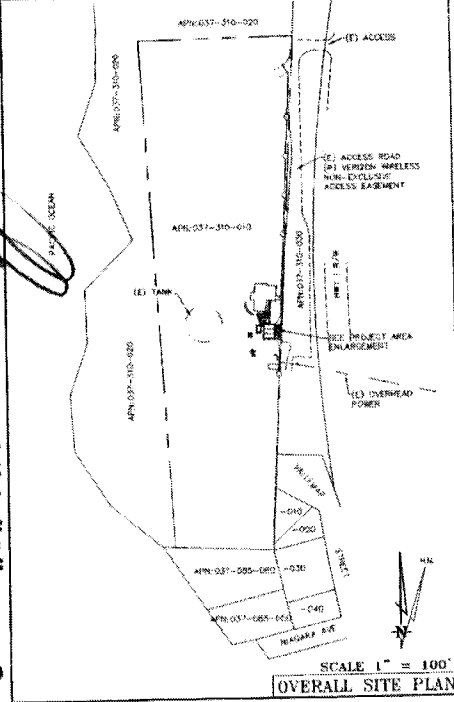
CELL ENGINEERING  
 1228 MAIN STREET  
 SAN DIEGO, CALIFORNIA 92103-5015  
 PHONE: (619) 444-9426  
 FAX: (619) 444-1309  
 WWW.CELL-ENGINEERING.COM

**verizon wireless**  
 AN APPROVED AND  
 LICENSED SERVICE PROVIDER

**C-1**

*[Handwritten Signature]*

Exhibit "A" page 2



## SECOND AMENDMENT TO COMMUNICATIONS LEASE AGREEMENT

This SECOND AMENDMENT TO COMMUNICATIONS LEASE AGREEMENT ("Amendment"), effective as of the date of the latter signature upon full execution below, is made by and between MONTARA WATER AND SANITARY DISTRICT, a public agency in the County of San Mateo ("District"), as lessor, and GTE Mobilnet of California Limited Partnership, a California limited partnership, d/b/a Verizon Wireless ("Lessee"), as lessee, with reference to the facts set forth in the Recitals below:

### RECITALS

A. District owns that certain real property located at 8888 Cabrillo Hwy., Montara, San Mateo County, California (the "Property"), as more particularly described in the Lease (defined below).

B. District and Lessee entered into that certain Communications Lease Agreement dated March 20, 2006 (the "Original Lease"), as amended by that certain First Amendment to Communications Lease Agreement dated January 28, 2013 (as amended, the "Lease"), pursuant to which Lessee leases a portion of the Property (the "Site") for the construction, operation and maintenance of a communications facility.

C. District and Lessee desire to, among other things, amend Lease provisions related to (i) approval for alterations to the Site, (ii) access to the Property, (iii) property damage, (iv) mechanics' liens, (v) rent, (vi) extension of the Lease term, and (vii) assignment of rights under the Lease.

### AGREEMENT

NOW, THEREFORE, in consideration of the facts contained in the Recitals above, the mutual covenants and conditions below, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. LESSEE'S FACILITIES. The fourth sentence of the second paragraph of Section 5 of the Original Lease shall be amended as follows: "In the event District does not either (i) object to the drawings and plans in writing or (ii) furnish Lessee with written approval within thirty (30) days of the date of Lessee's submission of such plans and drawings, District shall be deemed to have not approved them. Notwithstanding the foregoing, District's approval shall not be required nor shall a Rent increase apply for modifications wholly contained within the Equipment Space, or that are like kind changes on Lessee's antenna structure with equipment that is the equivalent dimension and amount as the existing equipment or smaller. If Lessee desires to make modifications to their Lessee Facilities outside of the Equipment Space, then Lessee shall submit construction drawings depicting the proposed work and modifications in their entirety for the District's prior written approval and rent increase (to be agreed upon by both parties) if said work or modifications involve an increase in the size or amount of the Lessee Facilities outside the Equipment Space. District shall have the right to not approve such



modifications in its sole discretion ([in compliance with all applicable laws](#)) if such modifications are not satisfactory from an aesthetic standpoint or if such modifications may cause interference to the operations of the District.

1(a). District's Proprietary Capacity. District and Lessee acknowledge that District enters this Agreement in its proprietary capacity as the owner or controller of the Property and agree that *any federal or state statutes, regulations or other laws applicable to District solely in its governmental capacity as a land-use regulator shall not be applied to District in its proprietary capacity as the District under this Agreement. Only the terms in this Agreement govern the criteria and timeframes for Lessee's requests for approvals submitted under this Agreement.*

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2. LIMITATIONS. The last sentence of Section 11 of the Original Lease is amended to provide: "Lessee shall not add any mast arms, antennas, or support structures or other equipment, structures or facilities not described in this Lease without first obtaining the written consent of District as provided in Section 5 of this Lease."

3. DAMAGE TO SITE. Lessee shall be responsible for repairing damage to the Site and/or Property to the extent the damage is caused by Lessee, its agents or employees. To the extent Lessee, its agents or employees caused such damage, then Lessee shall use best efforts to repair the damage, with prior approval of the District which shall not be unreasonably conditioned, withheld or delayed, and complete the cure in thirty (30) days from receipt of notice of such damage, which cure period shall be extended if Lessee has commenced and diligently worked on the cure in such thirty (30) day period and diligently prosecutes the same to completion. If Lessee fails to cure such damage as described within thirty (30) days or as extended, District reserves the right to make such repairs after notifying Lessee in writing. In this case, Lessee agrees to pay the cost of such repair within thirty (30) days from written submittal by District of evidence of the cost of such repairs.

4. ACCESS. The first paragraph of Section 25 of the Original Lease is amended to provide:

"Lessee, through its designated and approved employees and contractors, shall be solely responsible for the maintenance, repair, replacement and care of the Lessee Facilities and Site and shall maintain the same in a clean, sanitary, and safe condition and in good repair and free of any defects at all times during the Lease. Unless restricted, limited or precluded due to an emergency situation, governmental law, rule or regulation, damage or destruction or condemnation or court order, Lessee shall have access to the Lessee Facilities/antenna support structure and generator portion of the Lessee Facilities within [District's Lessor's](#) secure, gated, Property during normal business hours (8am-5pm, Monday through Friday, holidays excepted) upon at least forty-eight (48) hours advance written notice to the District at: (PLEASE PROVIDE email address and phone number). Prior to access by Lessee under this provision, Lessee shall provide to District a list of representatives with access authorization and shall provide District with updated representative information whenever necessary. At the time that such notice is given, Lessee shall inform District of the names of the persons who will be accessing the Property, the reason for entry, and the expected duration of the

work to be performed. In the event of an emergency, Lessee may, by contacting the District, access the Property on a 24-hour, seven-day per week basis (unless access is restricted, limited or precluded due to such emergency situation, any governmental law, rule or regulation, damage or destruction or court order) and shall use commercially reasonable efforts to provide prior notice to District before entering the Property. The District and its agents shall have the right in all cases to accompany Lessee during any entry by Lessee.

Unless restricted, limited or precluded due to an emergency situation, governmental law, rule or regulation, damage or destruction or condemnation or court order, Lessee shall have access to its Equipment Space (wholly contained within the garage) on a seven (7) day per week, twenty-four (24) hour per day basis with email or telephonic notice to ~~Lessor~~District at least twenty-four (24) hours in advance. In the event Lessee accesses its Equipment Space but fails to arrange in advance for access to the Lessee Facilities (outside the Equipment Space), Lessee will be prohibited from accessing such areas outside the Equipment Space and ~~Lessor~~District's secure, gated, portion of their Property, until such time that Lessee arranges with District in advance for such access as described in the Section above.

5. MECHANICS' LIENS. Lessee shall be responsible for the satisfaction and payment of all amounts due to any provider of work, labor, material or services to or on behalf of Lessee in relation to the Lease, and shall keep the Property free and clear of all liens resulting from such labor, material and services. Such liens shall be discharged by Lessee within thirty (30) days after notice of filing thereof by bonding, payment or otherwise. Lessee shall indemnify, hold harmless and defend District against such liens to the extent arising out of Lessee's failure to bond over or pay the same.

6. TERM EXTENSION. The current term of the Lease is scheduled to expire on November 30, 2022 (the "Current Term Expiration Date"). Upon the Current Term Expiration Date, the term of the Lease shall renew automatically for two (2) additional consecutive periods of five (5) years each (each a "Renewal Term") unless Lessee provides notice to District of its intention not to renew the Lease at least ninety (90) days prior to the Current Term Expiration Date or the expiration date of any Renewal Term. If the term of the Lease is extended as provided herein, Rent shall continue to increase by three percent (3%) annually as provided in this Amendment.

7. RENT. Commencing on December 1, 2022, Lessee shall pay rent to District in the amount of Four Thousand Dollars (\$4,000.00) per month. Thereafter, rent shall continue to increase annually by an amount equal to three percent (3%) of the rent in effect during the immediately preceding month in accordance with Section 7(c) of the Lease.

8. ASSIGNMENT. Paragraph 13 (Assignment) shall be deleted in the Original Lease in its entirety and replaced with the following paragraph in the Lease:

Lessee may assign this Agreement in whole or in part to any subsidiary, parent company, or any entity which is the owner of a controlling interest in Lessee. Lessee shall give the District written notice of any such assignment, including the name of the assignee, within thirty (30) days from the effective date of the assignment. Lessee also shall provide ~~Lessor~~District with any and

all documentation evidencing that the assignor is a subsidiary, parent company, or any entity that is the owner of a controlling interest in Lessee within sixty (60) days of such assignment. Such assignment shall hereafter be referred to as a Permitted Assignment. Lessee shall have no other right to sell, assign, or transfer all or any part of its interest in the Lease or in the Site or any part thereof, or permit all or any part of the Site to be used by any person or entity other than as set forth above, without the written approval of the District which may be withheld in District's sole discretion. Lessee and District agree that Lessee shall not sell, assign, or otherwise transfer its ownership interest (or any portion thereof) in this Agreement or the Site to any company generally known or operating as a tower operator, tower company, tower aggregator or Real Estate Investment Trust, without the written approval of the District which may be withheld in ~~Lessee~~District's sole discretion. This prohibition against non Permitted Assignments, shall be construed to include a prohibition against any subletting by operation of law. Any Assignment without District's consent (except for a Permitted Assignment pursuant to this new Paragraph 13) shall constitute a default by LESSEE under this Agreement, and in addition to all of District's other remedies at law, in equity or under the Agreement, such Assignment shall be voidable at District's election.

9. CONTINUED EFFECT. Except as specifically modified by this Amendment, all of the terms and conditions of the Lease shall remain in full force and effect. In the event of a conflict between any term and provision of the Lease and this Amendment, the terms and provisions of this Amendment shall control. In addition, except as otherwise stated in this Amendment, all initially capitalized terms will have the same respective defined meaning stated in the Lease. All captions are for reference purposes only and shall not be used in the construction or interpretation of this Amendment. The parties agree that this Amendment may be electronically signed (such as through "DocuSign"). The parties agree that electronic signatures appearing on this Amendment are the same as handwritten signatures for the purposes of validity, enforceability, and admissibility.

[Signatures appear on the following page.]

IN WITNESS WHEREOF, District and Lessee have caused this Amendment to be executed by each party's duly authorized representative effective as of the date of full execution last written below.

**DISTRICT:**

**Montara Water and Sanitary District, a public agency in the County of San Mateo, California**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**LESSEE:**

**GTE Mobilnet of California Limited Partnership, a California limited partnership, d/b/a Verizon Wireless**

**By: Cellco Partnership, its general partner**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

NOTICE IS HEREBY GIVEN that the Board of the Montara Water and Sanitary District will hold a public hearing on the question of amending a communications lease agreement between the District and GTE Mobilnet of California Limited Partnership d/b/a Verizon Wireless ("Lessee") of a portion of District property located at the site of the District's Administrative Offices, 8888 Cabrillo Highway, Montara, California, for the installation, operation and maintenance of an antenna for mobile wireless communication services together with a portion of the interior of a garage structure on the site for related equipment storage. The amendment provides for the option to renew the lease for two additional five-year term extensions and other related items.

In granting the lease, the District Board must find that the proposed use of the leased property will be compatible with the District's uses of the property, that the lease will be of public benefit and that the extended term of the lease shall not exceed ten (10) years.

NOTICE OF PUBLIC HEARING  
NOTICE IS HEREBY FURTHER GIVEN that the aforesaid hearing will be held at the following location and at the time and on the date hereinafter specified:

DATE: August 3, 2023

TIME: 7:30pm, or as soon thereafter as the matter may be considered.

PLACE:

District Board Chambers 8888  
Cabrillo Highway Montara, CA  
94037

Remote and telephonic attendance will additionally be permitted by visiting [www.mwsd.montara.org](http://www.mwsd.montara.org) for access information.

Published in the Half Moon Bay Review July 19 & 26, 2023



## **MONTARA WATER & SANITARY DISTRICT**

### **REGULAR BOARD OF DIRECTORS MEETING July 20, 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 7:30 p.m.**

**CALL TO ORDER**

**ROLL CALL**

Directors Present: Dekker, Slater-Carter and Young

Directors Absent: Boyd and Softky

Staff Present: Clemens Heldmaier, General Manager

Others Present: District Counsel, Christine Fitzgerald  
District Accountant, Peter Medina  
Redistricting Partners, Elizabeth Stitt  
Redistricting Partners, Jacob Thompson-Fisher

#### **PRESIDENT'S STATEMENT**

Director Slater-Carter stated that Jeremy Jungreis, the attorney for Sewer Authority Mid-Coastside sent her a note in reference to Per- and polyfluoroalkyl substances (PFAS). The federal government has been working on policies for six PFAS to be

removed at the sewer level. PFAS are found in laundry detergent, stain proofing, fire retardants, etc. When that happens, there will be a 60% cost increase in operations and maintenance at sewer plants on top of the other sewer system maintenance, etc. She wants the community to be aware this is coming, and it is from the regulators.

## **ORAL COMMENTS**

Carl May, Moss Beach resident, thanked Director Slater-Carter for defending Montara and Moss Beach at Sewer Authority Mid-Coastside (SAM) and the Montara Water and Sanitary District (MWSD) for the rebates for toilets and washing machines. He requested MWSD give out free water saving devices, such as shower timers, faucet aerators, etc. as they used to do this years ago. Also, MWSD should become a member of the Bay Area Water Supply Conservation Agency (BAWSCA) for rain barrel rebates. Rainwater bladders can also gather rainwater. He would also like the district well levels data put on the website to see how the aquifers are doing and what our sustainable water levels are. He also commented on PFAS and its negative affects and would like those chemicals included in the annual water quality report. He also requested consideration for water and sewer in small commercially zoned areas.

Director Slater-Carter replied that they already give water and sewer permits to small business. The County changes the use.

General Manager Clemens Heldmaier said they still have water flow restrictors, shower aerators free of charge.

Director Slater-Carter suggested they give the water flow restrictors, shower aerators, etc. out at the anniversary celebration.

Carl May asked if that information could be put on the website.

General Manager Clemens Heldmaier said he will do so. They are not a member of BAWSCA, and he did talk to San Mateo County on this issue. He thinks it might be easier for MWSD to give a rebate directly to the consumer, if the Board thinks it is a good idea.

There was a discussion about water bladders, rain barrels and inconsistencies of rain, gardens, mosquito abatement, and issues in maintenance. MWSD has worked with San Mateo County in rain barrel systems and grey water systems.

Gregg Dieguez commented about a problem with Montara Mountain. There was road construction poorly done recently. They graded about a 20 feet swath up the mountain knocking out some vegetation and rock in order to repair the road for emergency access. There is concern about erosion and how it has affected the watershed. The MCC is conducting an investigational report.

Director Young said Cruzio is looking for a site to put up a tower or some kind of device. She referred them to contact General Manager Clemens Heldmaier.

## **PUBLIC HEARING**

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

Director Slater-Carter requested a special meeting to follow-up on August 8<sup>th</sup> with the full Board to discuss this. Director Young made a motion to have a special meeting on August 8, 2023 and Director Dekker seconded the motion. All were in favor, and the motion passed 3-0.

Director Slater-Carter stated that they now have a new map. This transition is something they have to do due to state law, and she encouraged everyone to tell others in the community to participate at the next special meeting.

General Manager Clemens Heldmaier introduced Elizabeth Stitt to present the new map.

Elizabeth Stitt said her colleague Jacob who is their chief technology officer is also present for any questions.

Director Slater-Carter asked if the latest maps are on the website.

General Manager Clemens Heldmaier said it is on the website.

Elizabeth Stitt talked about the criteria used in drafting the maps: relatively equal size (using U.S. census population data), contiguous, maintain communities of interest, follow city and census designated place boundaries, and keep districts compact. At the first meeting comments were made to ensure Pillar Ridge remains whole and they were probably undercounted in the last 2020 census. In each map Pillar Ridge has remained whole, and when preferable, that district will be purposely underpopulated to make up for some of the undercount. She showed a heat map of the renters vs. home owners in the area based on the data from the American Communities Survey 2014-2018 (based on census block groups). The darker the green color, the more renters concentrated in the area. It is not exact, but an estimate. She then showed a heat map of incomes. The darker the red, the higher the income. The median income is about \$182,000 dollars. There will be about 1,100 people per district. During the last meeting, they reviewed Draft Map A, Draft Map B, and Draft Map C, and it was clear that Draft Map B was not a good map. Draft Map A has a total deviation at 6.3%, Draft Map B had a section too large and split up neighborhoods, Draft Map C tried to have a low deviation (1.7%), and two separate coastal communities. Draft Map D was created with staff to minimize neighborhood splits and reflect the direction of the Board, total deviation



3.1%. Once the map is chosen, the Board will need to determine the sequencing. Sequencing is picking the numbers for each district, and when each district will begin its districting phase. There are two seats for election in 2024, and three seats up for election in 2026. Two districts will be scheduled for 2024 and three districts will be scheduled for 2026. The special election will be conducted in 2024, but will still be at-large to fulfill that full term. So, the next steps are to identify the preferred map and suggest possible changes. There will be a special meeting with the proposed date of August 8, 2023 to discuss this further and August 17, 2023 for the adoption of the final map.

Jim Harvey asked if Elizabeth Stitt could show the income map. He feels the income levels in Montara are not correct.

Jim Harvey said it shows parts of Montara with an income of \$26,000 dollars. There is something wrong with it.

Elizabeth Stitt said it could be part of de-aggregation of the data. That is why she is saying it is an estimate.

Jim Harvey said if the districts are going to be separated by income, the information needs to be correct.

Gregg Dieguez said these maps are based on population, and the voting age population has a huge variance. In district 5 there are 594 people, and district 2 has 1,119 people and the variance if you measure the voting age population, there is a disproportionate representation to district 5 by a huge amount. Do you have to use the total population, or does it make more sense to use the voting age population?

Elizabeth Stitt replied this has been a question addressed by the Supreme Court, and they struck it down and said they have to use the total population.

Gregg Dieguez said Map D should be revised to increase more voters in the smaller districts and less for the bigger ones.

Carl May commented that the median income levels in the north part of Montara on the map is inaccurate. His neighborhood in Moss Beach on the east side of the highway, has become a distinct neighborhood and would like to keep it together.

Director Dekker said he didn't see where he lives in respect to the map.

Elizabeth Stitt said they don't show where incumbents live; she showed the directors how to find their address on the maps.

Director Slater-Carter said District 3 pulls the fringes of various neighborhoods along the perimeter, and that needs to be revised. She wants Directors Boyd and Softky to be present to comment on the Draft Map D.

General Manager Clemens Heldmaier suggested the directors use the program. If certain neighborhoods are revised, it will change the other neighborhoods.

Elizabeth Stitt said they have to use the census blocks with data which includes geographical data. So, the census blocks create some of these divisions.

Elizabeth Stitt did some live editing of the map on Maptitude, and the directors made suggestions where to move various district boundaries, while staying within deviation and census blocks limitations.

Michelle Dragony said the maps are very difficult to work with. She requested that the maps be more interactive so she can see the streets.

Elizabeth Stitt recommended the URL links be published on the website along with the PDFs.

Jim Harvey said this is complicated and confusing. He suggested the Pillar Ridge area as one district, and using geographical divisions in Montara and Moss Beach for the other four districts.

Director Slater-Carter asked what the next steps are.

General Manager Clemens Heldmaier said Elizabeth now has more information to revise Draft Map D. There will be a special meeting as a public hearing before the August 17<sup>th</sup> meeting to talk about this. He will post the new revised Map and make sure the URL links will be on the website to enable the public to look at the maps more closely.

Director Dekker made a motion to close the public hearing, and Director Young seconded the motion. All were in favor and the motion passed 3-0.

## **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**

Director Dekker made a motion to accept consent agenda items 1-10, and Director Young seconded the motion. The motion passed 3-0.

## **OLD BUSINESS - none**

## **NEW BUSINESS**

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

General Manager Clemens Heldmaier said this is the 2021-2022 audit not 2020-2021 audit. There was a delay in receiving the audit due to staffing issues. They finally received the audit, and already sent it out to avoid any violations. The Board only has to receive the numbers of the audit. District Accountant Peter Medina is here to present the audit.

District Accountant Peter Medina said they met on June 28<sup>th</sup> to go over the draft they received. The fiscal year report is dated June 29<sup>th</sup>, signed and approved and they made plans in order to satisfy the County, SCO and creditors. They have an unmodified opinion, and growth in our fund balance and cash. GASBY 87 was adopted for 6/30/22 and it codified leases. They have two cell tower leases and it was moved from operating to capital. They now have to quantify what the future value is going to be and put it on the books. Crown Castle expires in 2024 and American Tower and expires in 2026. They capture the receivable and liability. On the balance sheet, they have 3.2 million dollars positive. It doesn't capture long term items, such as long-term debt or the capital improvement program. They capitalized 1.8 million dollars between water and sewer assets that were expensed during the year then capitalized and paid down 1.2 million dollars in debt. Overall cash increased 1.4 million dollars.

They will not have a formal presentation from the auditors this time. These numbers are from the District that are worked on a monthly basis. They may be asked to prepare these documents in the future and have the auditors come in and check them. As it is now, the auditors maintain control over this document because it is easier to collate at the end. They presented the auditors this trial balance, and on a test, basis went through and say it is fairly presented.

Director Dekker commended District Accountant Peter Medina for the good audit. He asked about Mr. Medina's email in reference to the final governance letter and clerical error and error of fact noted. What was it, and has it been amended?

District Accountant Peter Medina said the clerical error was “insert client name” in the letter. The error of fact, is under the heading “Uncorrected and Corrected Misstatements.” It read: “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.” This year there was a fair value adjustment. For large clients, it would be material. But for our district, which has about 4 million dollars or so based on the adjustment factor, LAIF would be reduced by \$86,044 in order to capture market value. They deemed this to be immaterial and didn’t even tell him about it until they released this report.

Director Young made a motion to accept the audit, and Director Decker seconded the motion. All were in favor and the motion passed 3-0.

## **2. Review and Possible Action Concerning Fiscal Year End Budget to Actual Review**

General Manager Clemens Heldmaier said this is done every year, comparing the fiscal year end numbers.

District Accountant Peter Medina said this his favorite review. Budgeting is such an involved process and it is great to see how well they did. On the sewer side, Operations budgeted to be \$954,000 dollars and they ended up being 1.34 million dollars. They budgeted \$75,000 dollars for the re-districting process for this year and there was not one expense. Sewer Authority Mid-Coastside appears that way because of capitalized items that are pass through costs. For capitalized items 1.9 million dollars, actual was 1.2 million dollars. Checks and fees were a lot higher than expected. In the end, they were budgeted to go into reservice \$894,764 dollars and as it ended, they applied more cash increase in the amount of \$469,000 in terms of a dollars in/dollars out standpoint. The year-to-year comparison shows how things fluctuation from year to year. On the water side, they budgeted operations \$227,000 and it turned out to be \$578,000 dollars. Water Reliability charges were about 1 million dollars. They had 1.2 million dollars for CIP and \$558,000 were capitalized. They had planned to go into reserves \$220,000 and it came out to be 1.2 million dollars more. In the Consent Agenda they have the cash and investment month by month. This is more or less earmarked for the various CIP projects. Sales are down. CAMP was new, so it is \$1,800 dollars. Now it is generating a lot of interest income. Debt service, they have 11 million dollars on the books. The GO Bond refinancing has saved a lot of money. They set the reserves and do have funds that are not dedicated, but internally they are in reserves. They are earmarked for managerial and board view. Money can be moved around.

Gregg Dieguez said between water and sewer the district absorbed an extra half million dollars in property tax cost above budget. How did that get there?

District Accountant Peter Medina replied it represents ERAF. This year it was \$450,000 dollars. This money is not guaranteed and they do not use it as a tool to help budget operations.

Gregg Dieguez commented that the district received a favorable variance.

District Accountant Peter Medina said he is having issues with the variance columns. Focus more on the dollar value difference.

Gregg Dieguez said there was deferral of a lot of capital investment compared to the plan, well over a million dollars. Yet, the reserves are very low. So, if the district did not spend the funds, why are the reserves down?

District Accountant Peter Medina said if you look at the district internal balance sheet month to month basis you will see these figures. MWSD uses a pooled cash system. They use their sewer operating account to pay the bills. So, there is short term lending between the two funds for water and sewer to capture revenues and expenditures. The water account is for folks that use automatic bill pay. But it grows. This fund was for the operating account, but has turned into an operations reserve account. There are no disbursements from that account, and it was put into water capital reserves. Looking at this document, it is in the consent agenda every month. There are 12 GL accounts for cash and investment, although there are only 4 physical accounts. They are trying to clean up their GL cash accounts, to fund their reserves operations and capital improvements. The connection reserves have now been eliminated. It is how they break up the funds. The CAMP funds come in, and are broken down into their classifications. If you look at the target reserves, that was for operational reserves. They could have moved more money, but at the end of the year they hadn't. They are doing that more now as a matter of policy. Unused Water Reliability charges have been moved to the CAMP account. They have been more active with their cash management process.

Gregg Dieguez said the bottom line is they should look at 2022-2023 and it should be cleaned up.

District Accountant Peter Medina said that he will see it in the next agenda for June 30, 2023 and he will see the movement that has occurred.

Director Young said they budgeted for water and sewer and underspent for water and sewer?

District Accountant Peter Medina said they budgeted 1.9 million for their capital improvement projects and capitalized 1.2 million dollars.

Director Young replied that the extra funds were put in reserves?

District Accountant Peter Medina said for funds they budget but do not spend, as a matter for close out for a fiscal year, they drop to the bottom line. They don't go to another budget line item and it goes to cash reserves. They hold those funds in their operating account and throughout the year they review the amounts. They go towards operations for future years.

## **REPORTS**

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

Director Slater-Carter said SAM adopted the budget to send out to the member agencies. Montara approved it. The next SAM Finance meeting will be Monday, and they hope Granada will approve it.

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

Gregg Dieguez said he already mentioned the damage caused to Montara Mountain, and will wait to hear from the District about whether they believe there is risk or harm to the watershed based on what they have done, or the potential for it. That will be important to include in any report and their letter to the County. They will probably address that in August. They are trying to get a community fiber network started. They are still waiting for money to fund a feasibility study. The stormwater report analysis is still pending and will be discussed at the next meeting. Half Moon Bay has a 3.7-million-dollar budget deficit, and it would be a lot more if they were paying their share of IPS repairs. The MCC has made a written request to the County to fund fentanyl testing in the wastewater without burdening the SAM member agencies. The MCC has asked the County to split the cost for the CARES program for people in crisis in Half Moon Bay.

Director Young asked about the annexation of Moon Ridge and Miramar.

Gregg Dieguez said it hasn't reach them yet as a proposal, but he is aware that Half Moon Bay has it in their strategic plan as a priority.

Michelle Dragony said she heard annexation is not going to happen. She asked the status of the lawsuit.

Director Slater-Carter said they are in appeals court and the hearing is going to be in October.

Michelle Dragony said GCSD approved the budget.

### **3. California Special Districts Associations Report (Slater-Carter)**

Director Slater-Carter said there is a new president, Jim Pruett, the general manager for the Harbor District. There is no future meeting scheduled

**4. Local Agency Formation Commission (LAFCo) Report (Slater-Carter)-**

Director Slater-Carter stated Virginia Chang-Kiraly is the new regular member of LAFCo.

**5. Attorney’s Report (Fitzgerald) - none**

**6. Directors’ Report**

Coastside Review had a special meeting in reference to Mid-Pen architectural portion of the design. Almost everyone in the room was against various portions of the project. People kept pointing out issues with the environment, but they kept waiving that since the EIR isn’t out yet. People were questioning why they are having a meeting before the EIR is out. The Board of Supervisors had a study session about changing the rental ordinance for the unincorporated areas of San Mateo County ignoring AB1482 which is the Tenant’s Protection Act passed in 2019. The meeting is on the website.

Gregg Dieguez said they were contacted a week or two before the County was going to hear the county protection ordinance. The Board of Supervisors voted to defer it. He was told it will be considered December 23, 2023. They have formed a work group that will look at tenants’ protection as an issue and suggest what they think are reasonable guidelines. Anyone interested in joining the workgroup is welcome.

Director Slater-Carter requested the addition of County Coastside Activities or County Business, so they can have that as an official report.

**7. General Manager’s Report (Heldmaier) – none**

**FUTURE AGENDAS - none**

**BRIEF RECESS at 10:00 pm**

**CONVENE IN CLOSED SESSION 10:05 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

**REPORT OF ACTION TAKEN IN CLOSED SESSION**

**ADJOURNMENT at 10:45 pm**

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

Respectfully Submitted,

Signed \_\_\_\_\_  
Secretary

Approved on the 3rd, August 2023

Signed \_\_\_\_\_  
President



# Montara Water and Sanitary District 2023 Districting Draft Maps



Updated:  
7/20/23

# Agenda

## Things we will cover:

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

# Traditional Redistricting Principles

Guiding districting/redistricting principles that drive the process

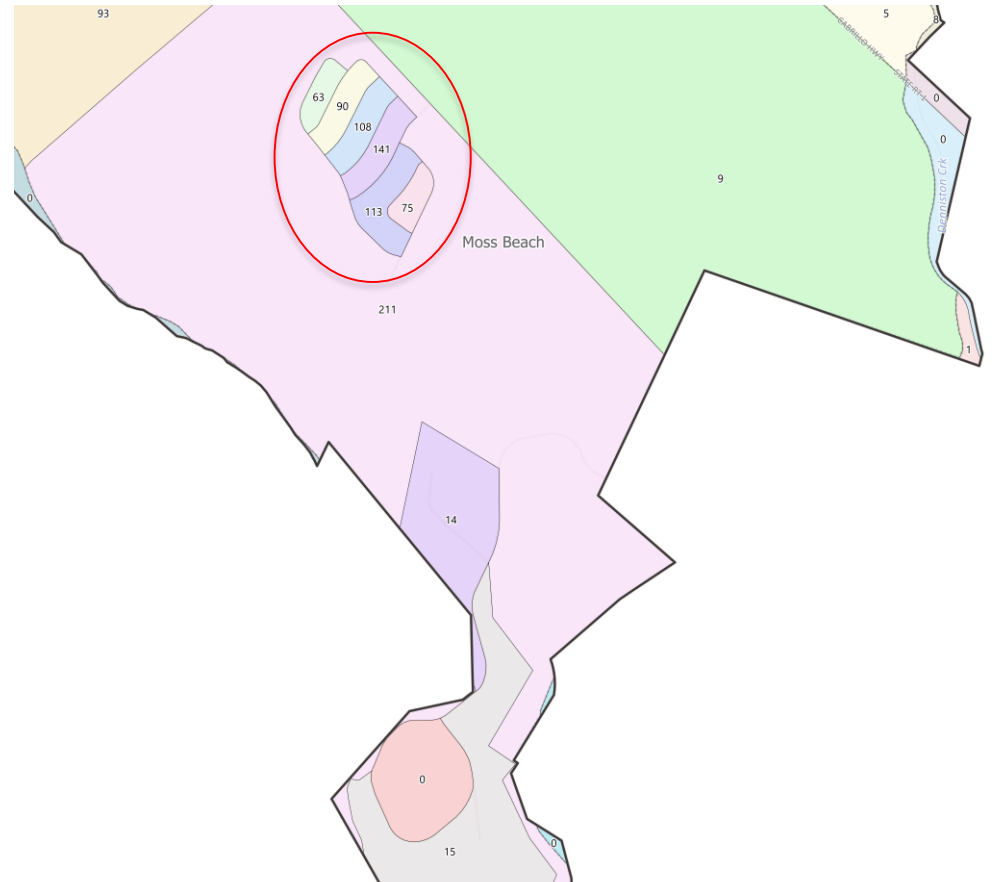
There are a number of criteria that have been used nationally and upheld by courts.

- 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

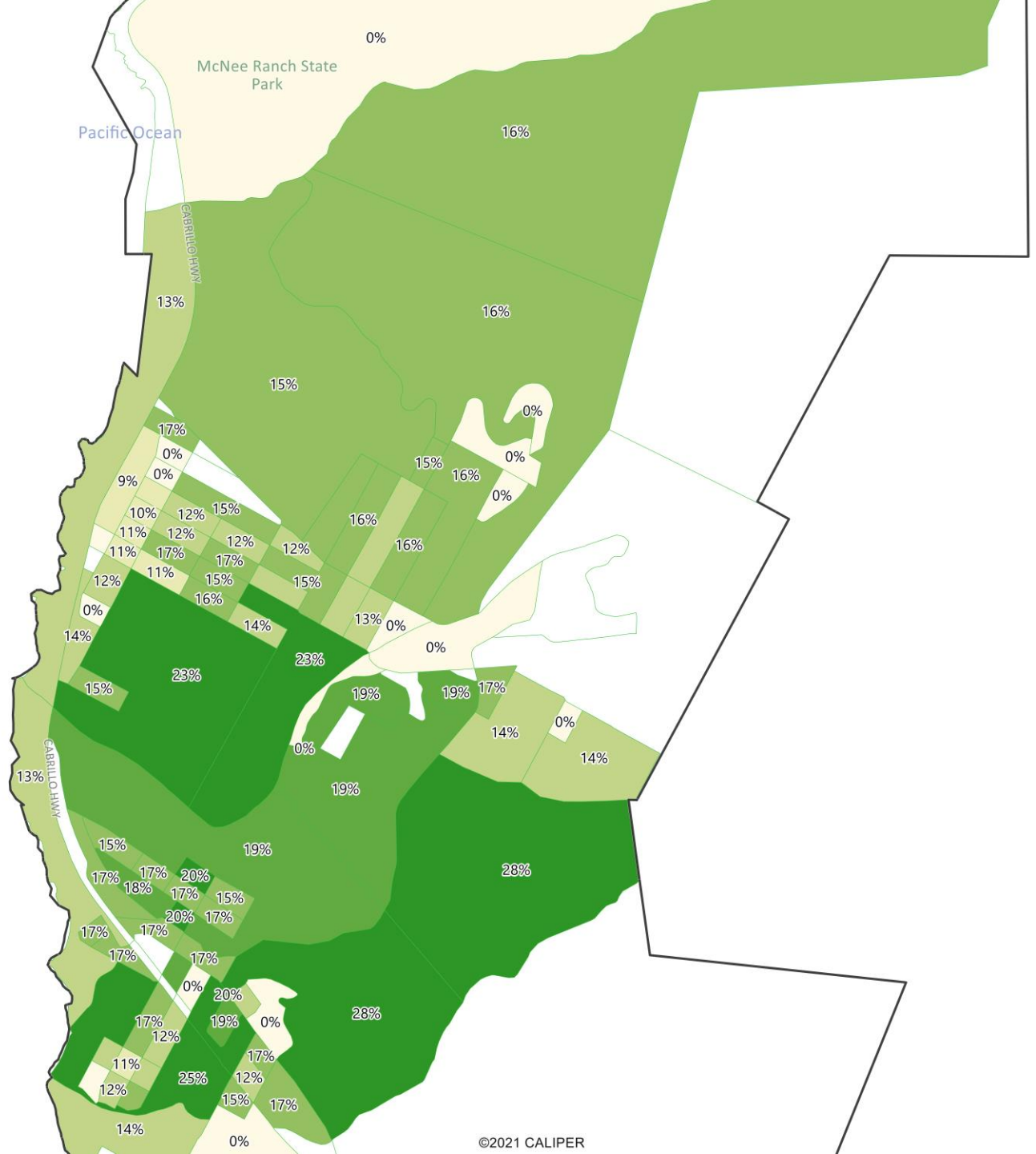
Pillar Ridge community in  
the Southwest area of  
Moss Beach

- Remain whole
- Potentially  
undercounted in the  
2020 Census



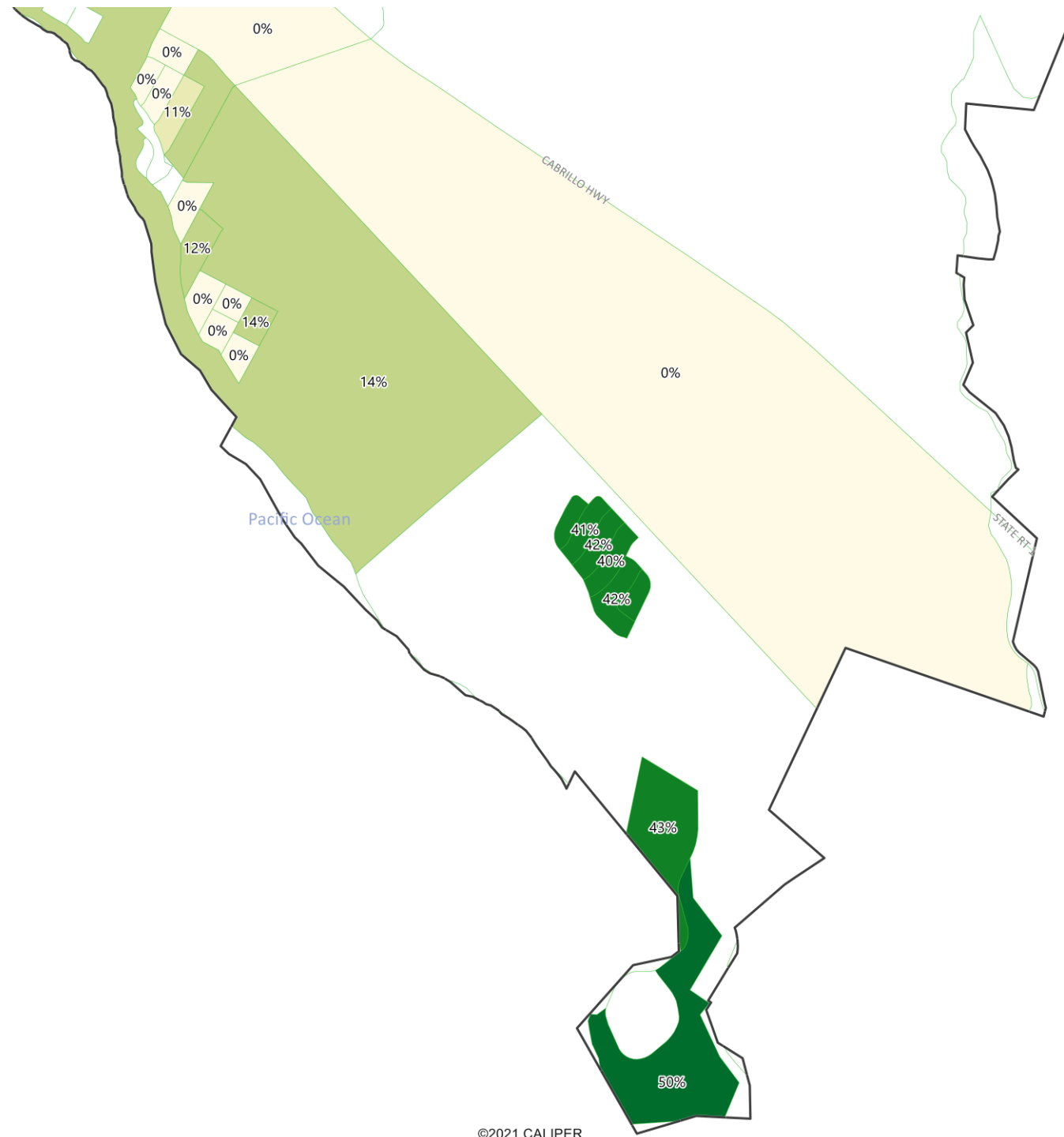
# Renters

Data based on the American Communities Survey 2014-18



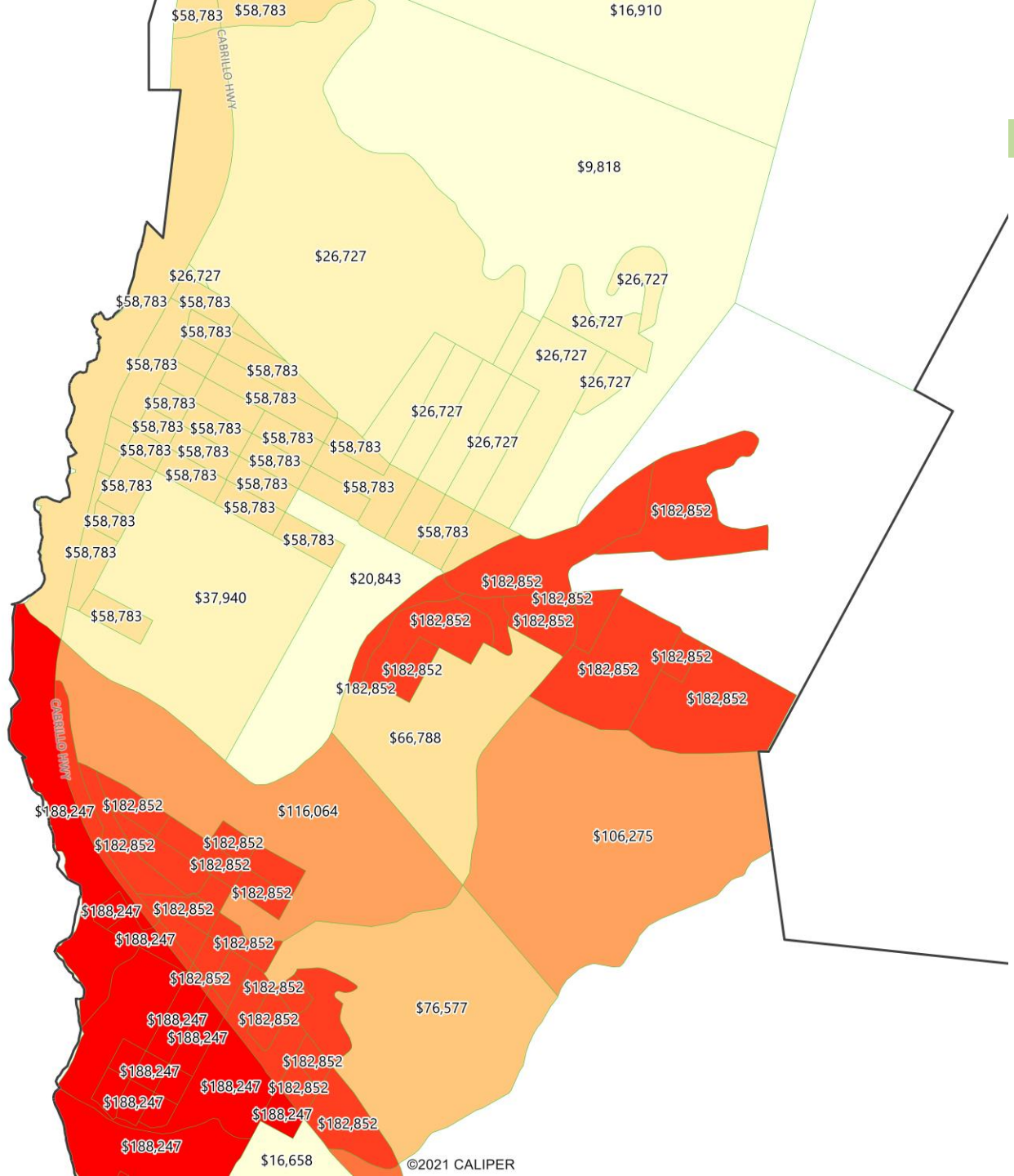
# Renters

Data based on  
the American  
Communities  
Survey 2014-18



# Median Income

Data based on the American Communities Survey 2014-18









## 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%

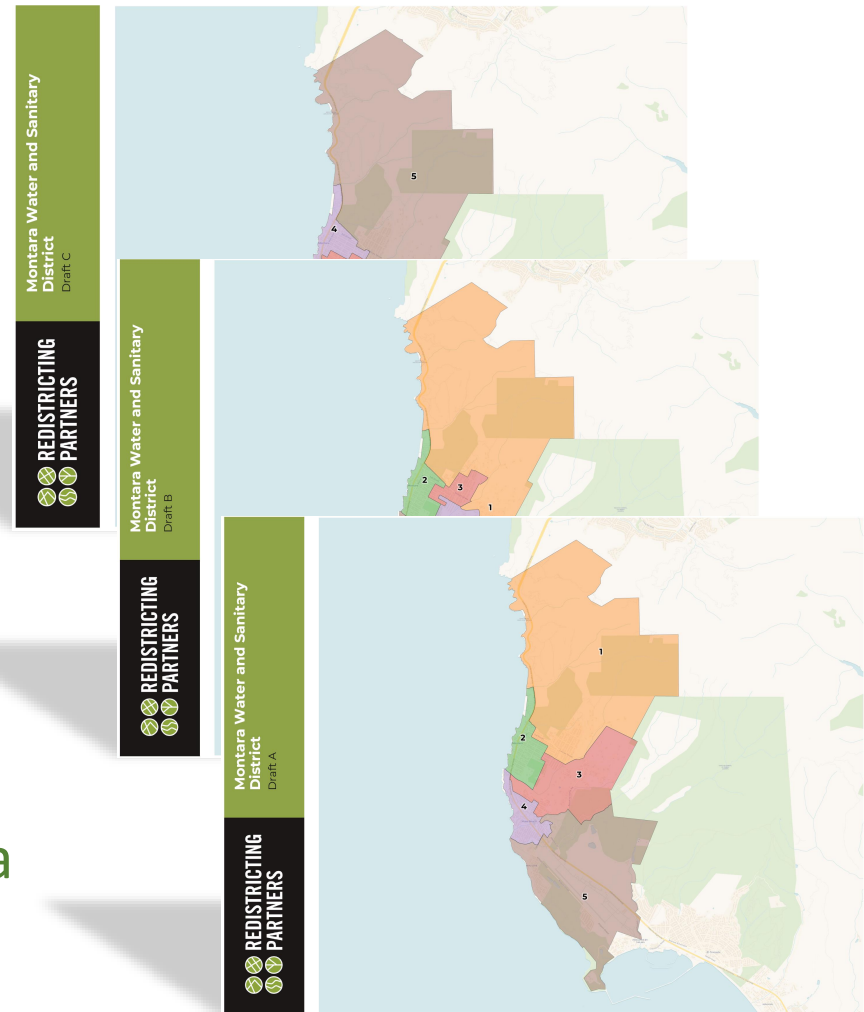
## Citizen Voting Age Population (CVAP)

	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

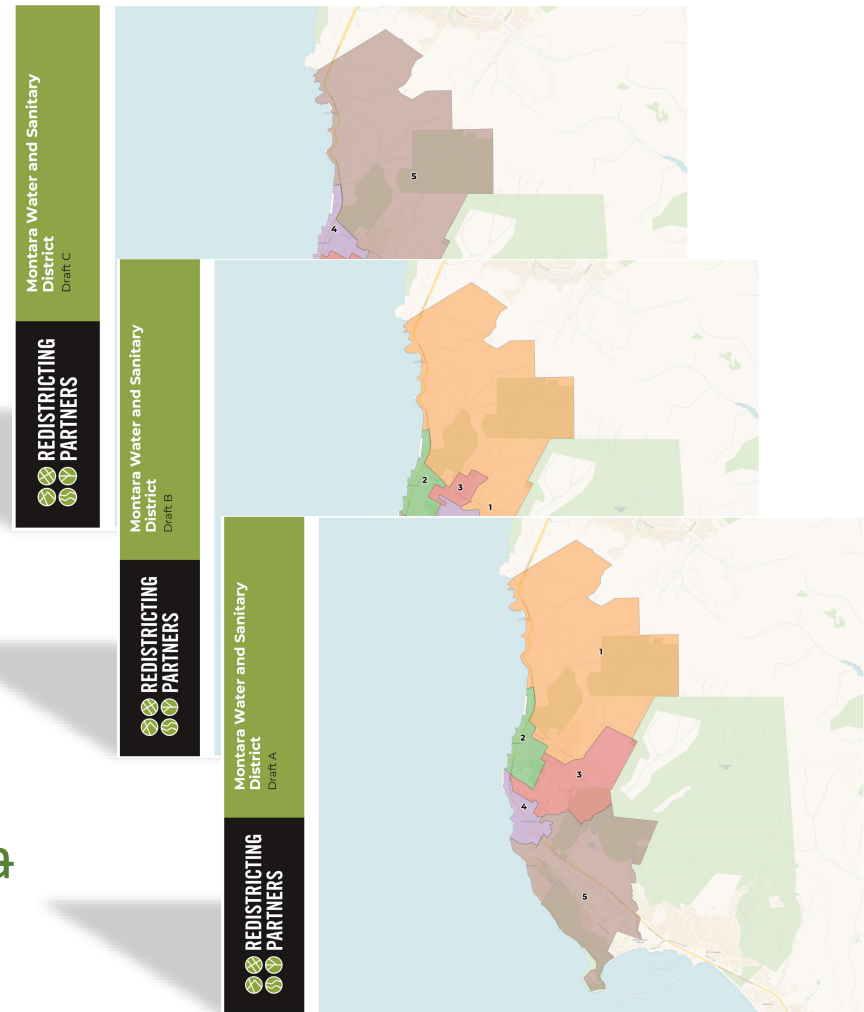
- **Draft Map A:** Follows districting principles, underpopulating Pillar Ridge district
- **Draft Map B:** Follows districting principles, creates a rural district
- **Draft Map C:** Different option using districting principles, similar to A



# Draft Map Plans

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

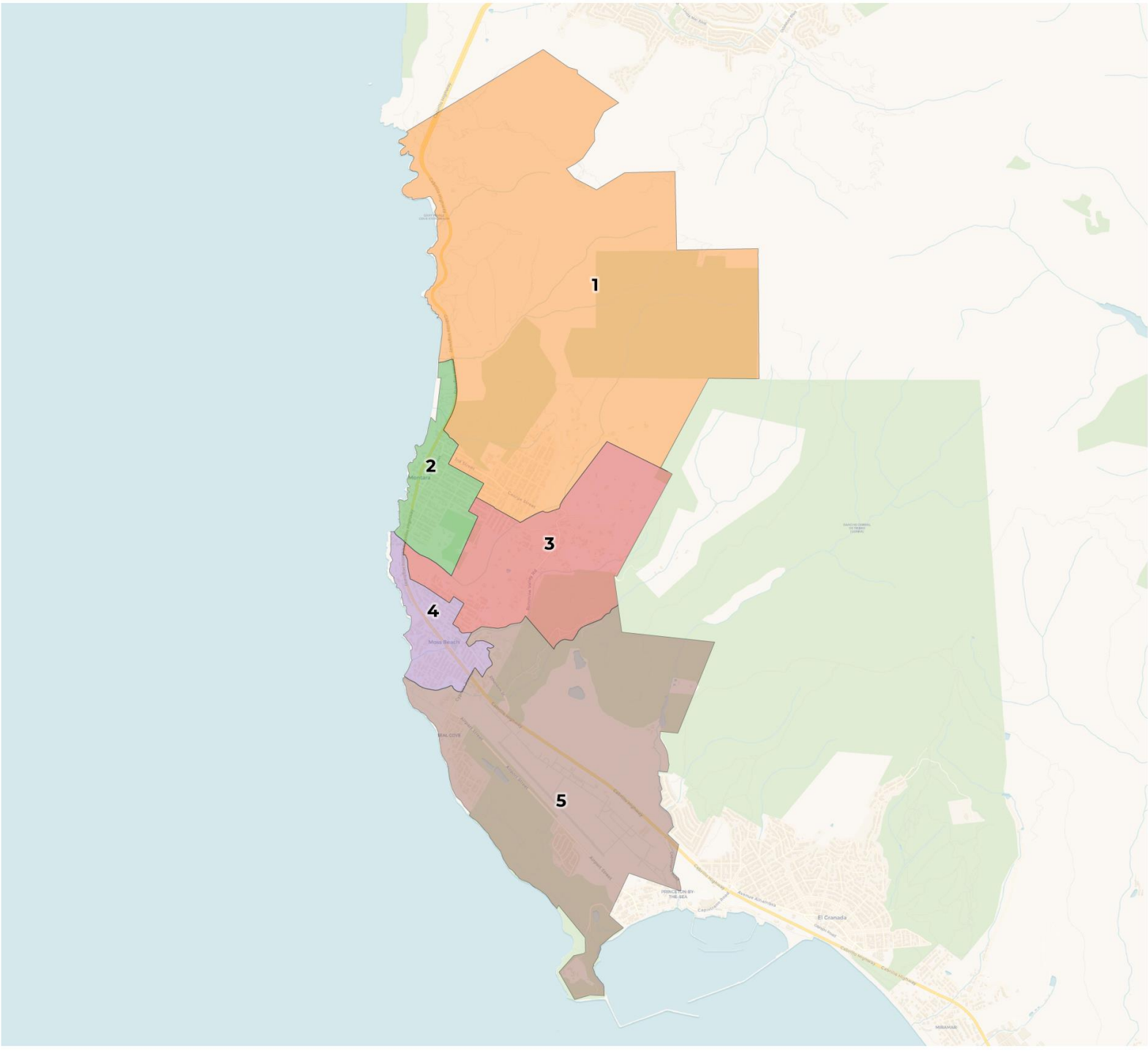
- **Draft Map A:** Follows districting principles, underpopulating Pillar Ridge district
- ~~**Draft Map B:** Follows districting principles, creates a rural district~~
- **Draft Map C:** Different option using districting principles, similar to A





**REDISTRICTING  
PARTNERS**

**Montara Water and Sanitary  
District**  
Draft 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	<b>Total Plan Deviation: 6.3%</b>			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)**

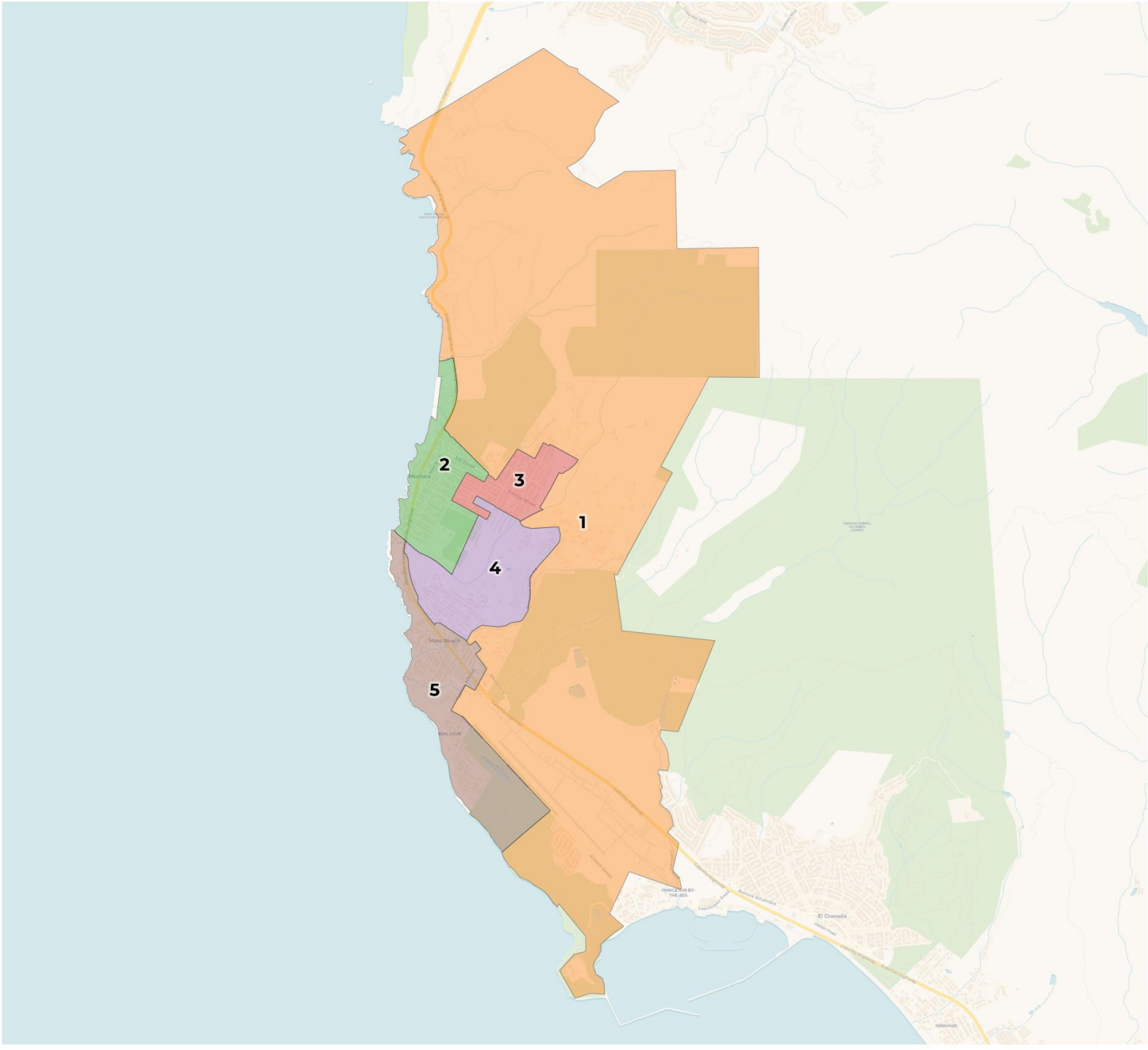
	1	2	3	4	5
Total CVAP	970	1,119	573	911	758
Other CVAP	926	930	457	835	604
Other CVAP %	95.5%	83.1%	79.8%	91.7%	79.7%
Latino CVAP	42	171	69	50	134
Latino CVAP %	4.3%	15.3%	12.0%	5.5%	17.7%
Asian CVAP	2	18	32	25	17
Asian CVAP %	0.2%	1.6%	5.6%	2.7%	2.2%
Black CVAP	0	0	15	1	3
Black CVAP %	0.0%	0.0%	2.6%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

**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%

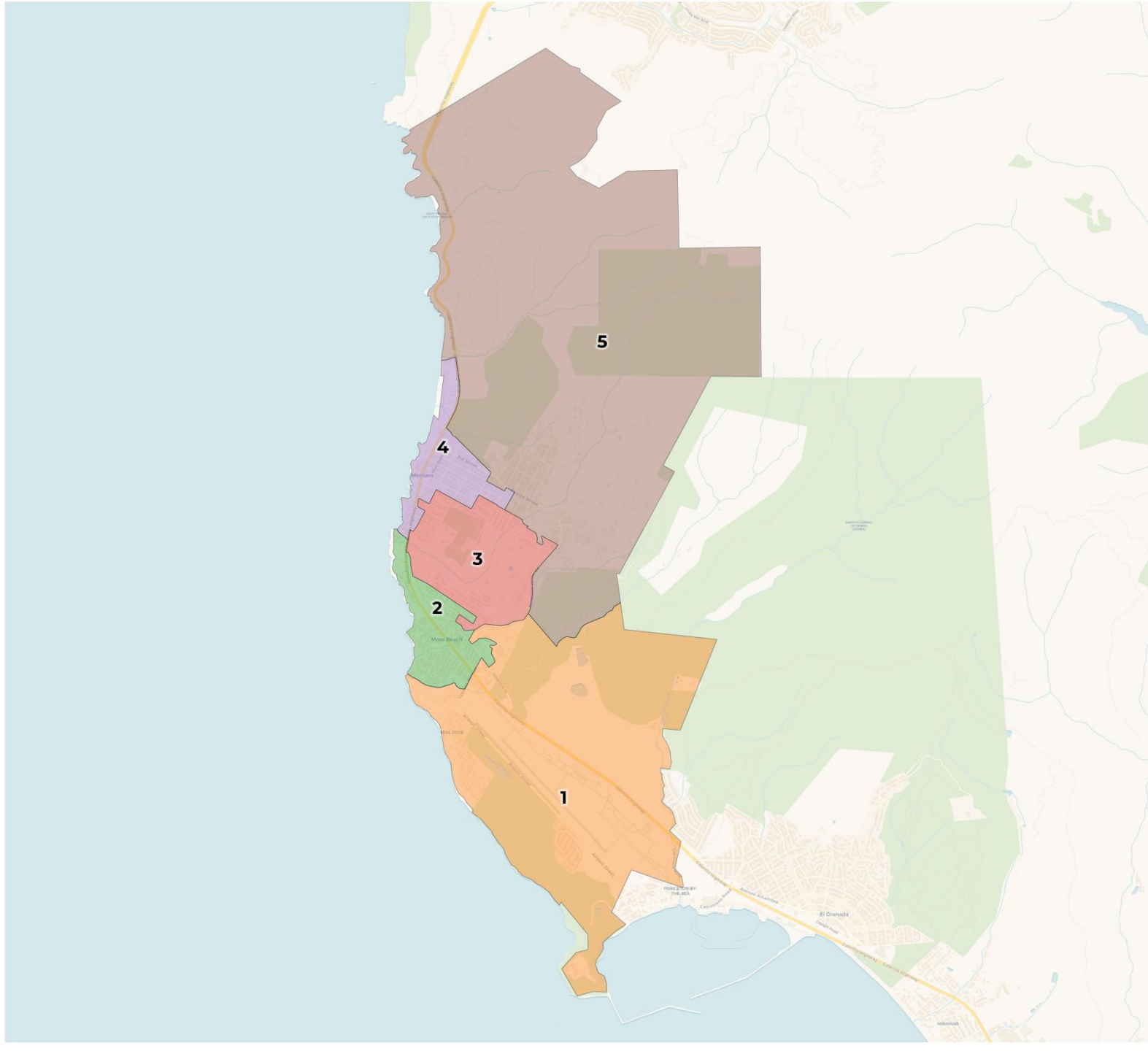




**REDISTRICTING  
PARTNERS**

**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%**

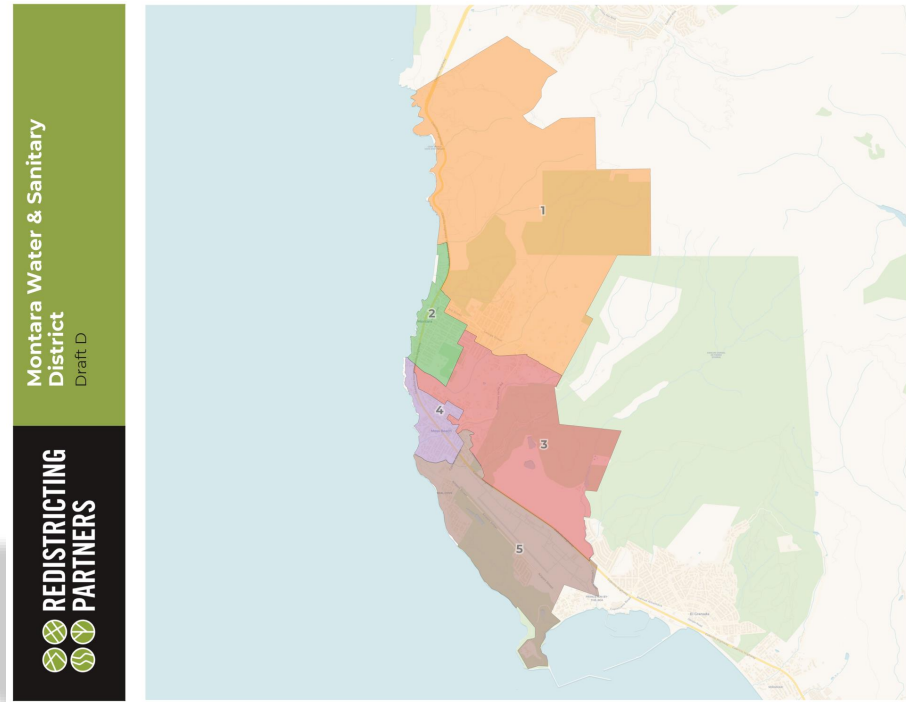
**Citizen Voting Age Population (CVAP)**

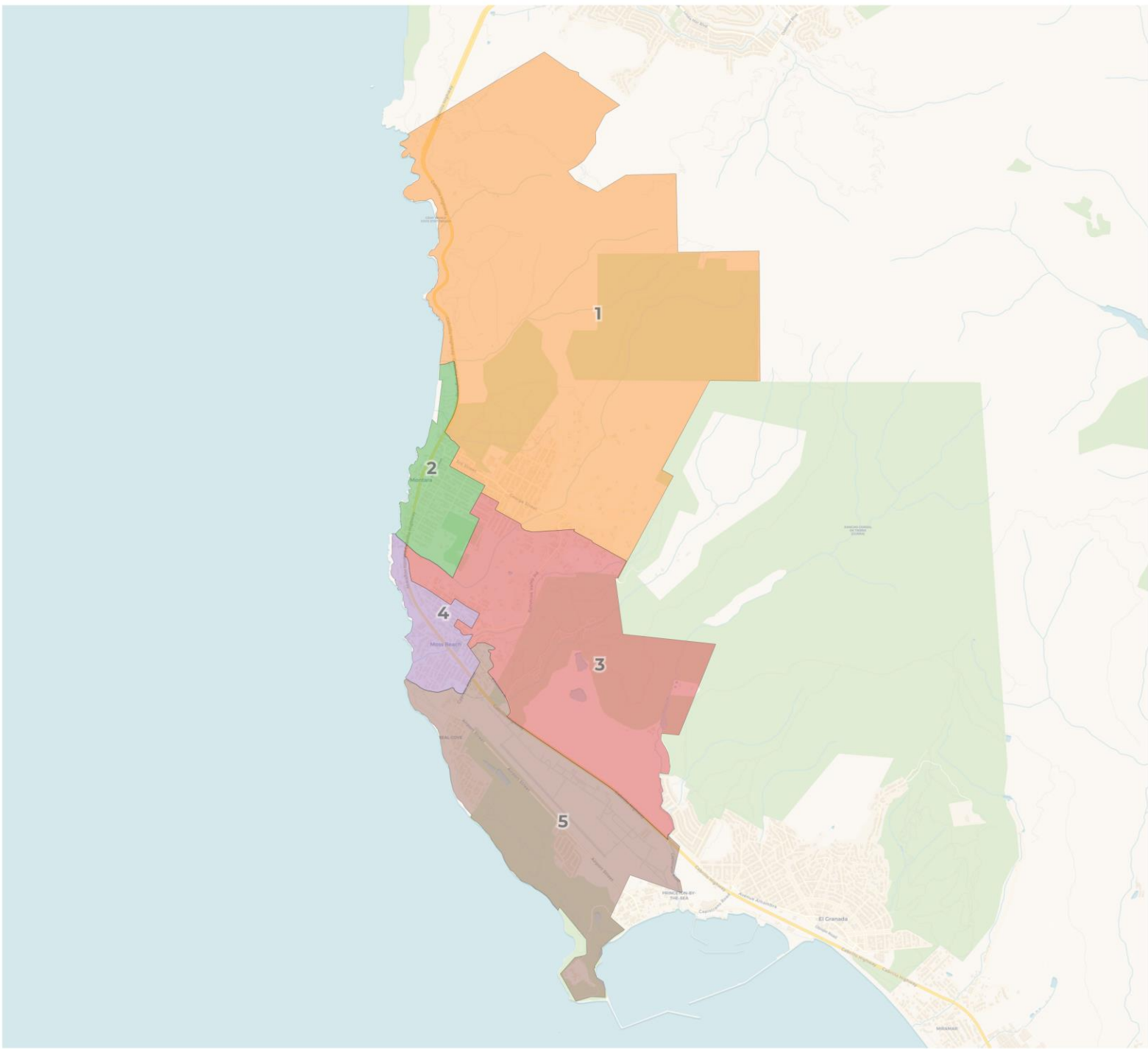
	1	2	3	4	5
Total CVAP	773	901	978	815	864
Other CVAP	618	825	762	703	844
Other CVAP %	79.9%	91.6%	77.9%	86.3%	97.7%
Latino CVAP	135	49	153	110	19
Latino CVAP %	17.5%	5.4%	15.6%	13.5%	2.2%
Asian CVAP	17	26	48	2	1
Asian CVAP %	2.2%	2.9%	4.9%	0.2%	0.1%
Black CVAP	3	1	15	0	0
Black CVAP %	0.4%	0.1%	1.5%	0.0%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

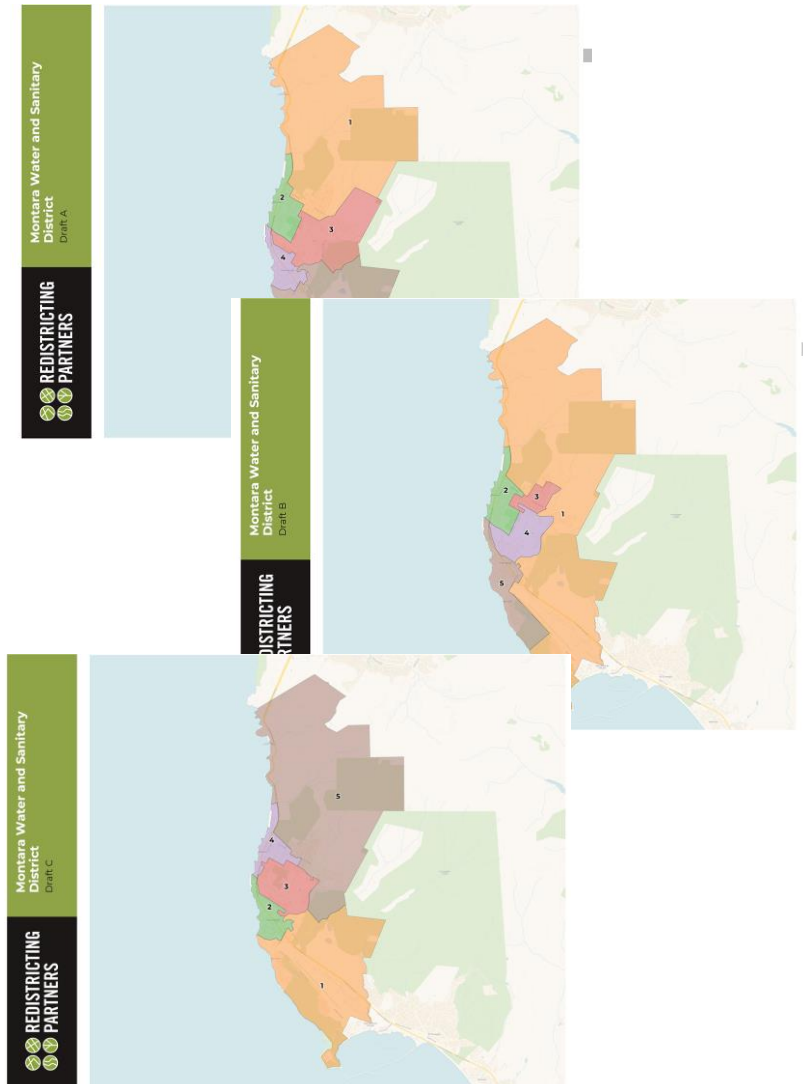
**Citizen Voting Age Population (CVAP)**

	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**



# Sequencing of Election Districts

Sequencing determines when each district is up for election, and then residents will vote in those districts every four years thereafter. Two districts will be scheduled for 2024 and three districts will be scheduled for 2026. The special election will be conducted in 2024, but will still be at-large to fulfill that full term.

How to determine sequencing:

- Hear input from the public, if any
- Staff will create a proposed sequencing schedule in a way that will be least disruptive to the natural election cycle.

# Montara Water & Sanitary District

## Timeline for Upcoming Meetings

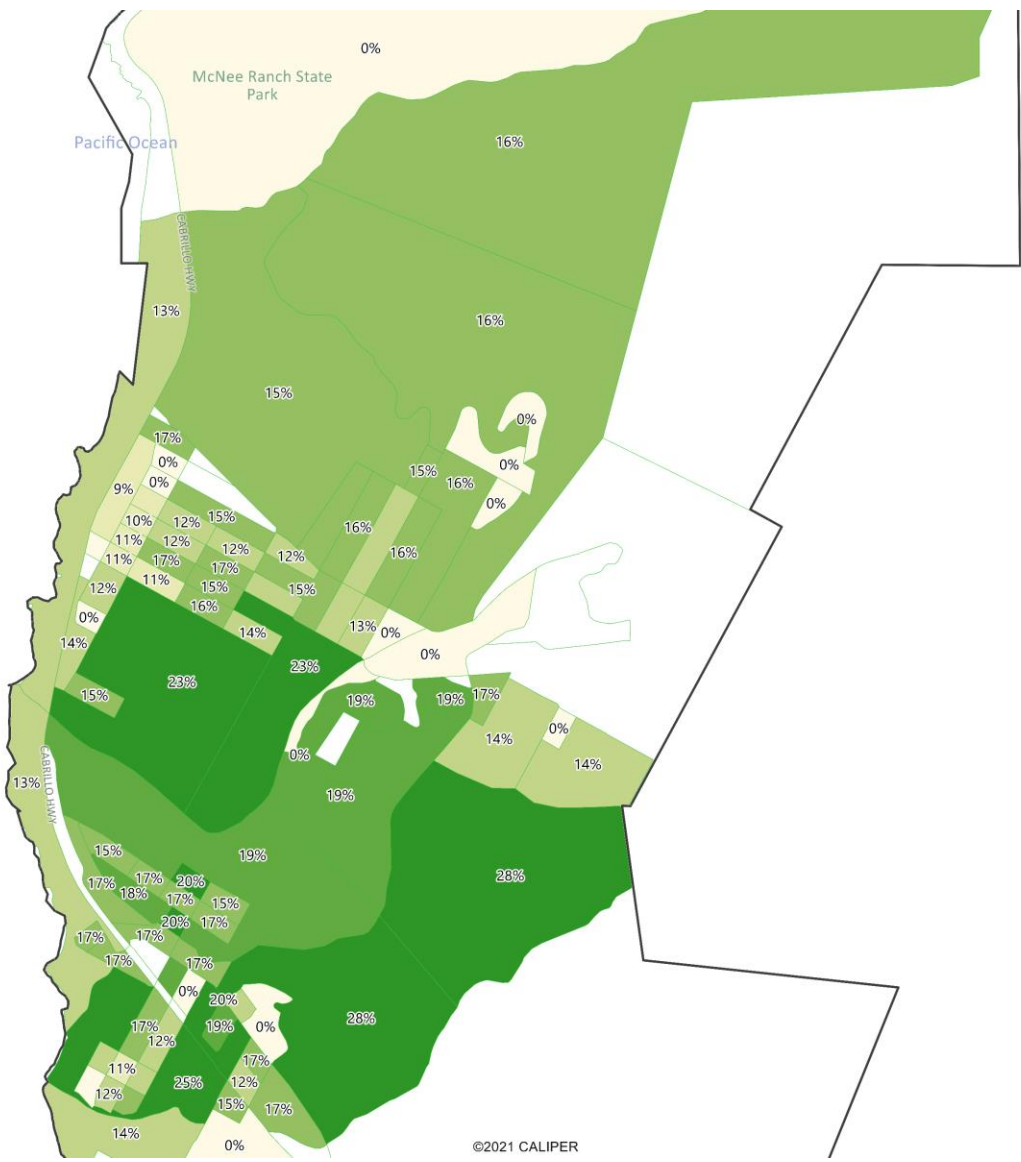
April 20 <sup>th</sup>	Introduction to the districting process
May 18 <sup>th</sup>	Community Outreach Meeting
June 1 <sup>st</sup>	Presentation of Draft Maps
<b>July 20<sup>th</sup></b>	<b>Revised draft maps</b>
August 17 <sup>th</sup>	Final map adoption



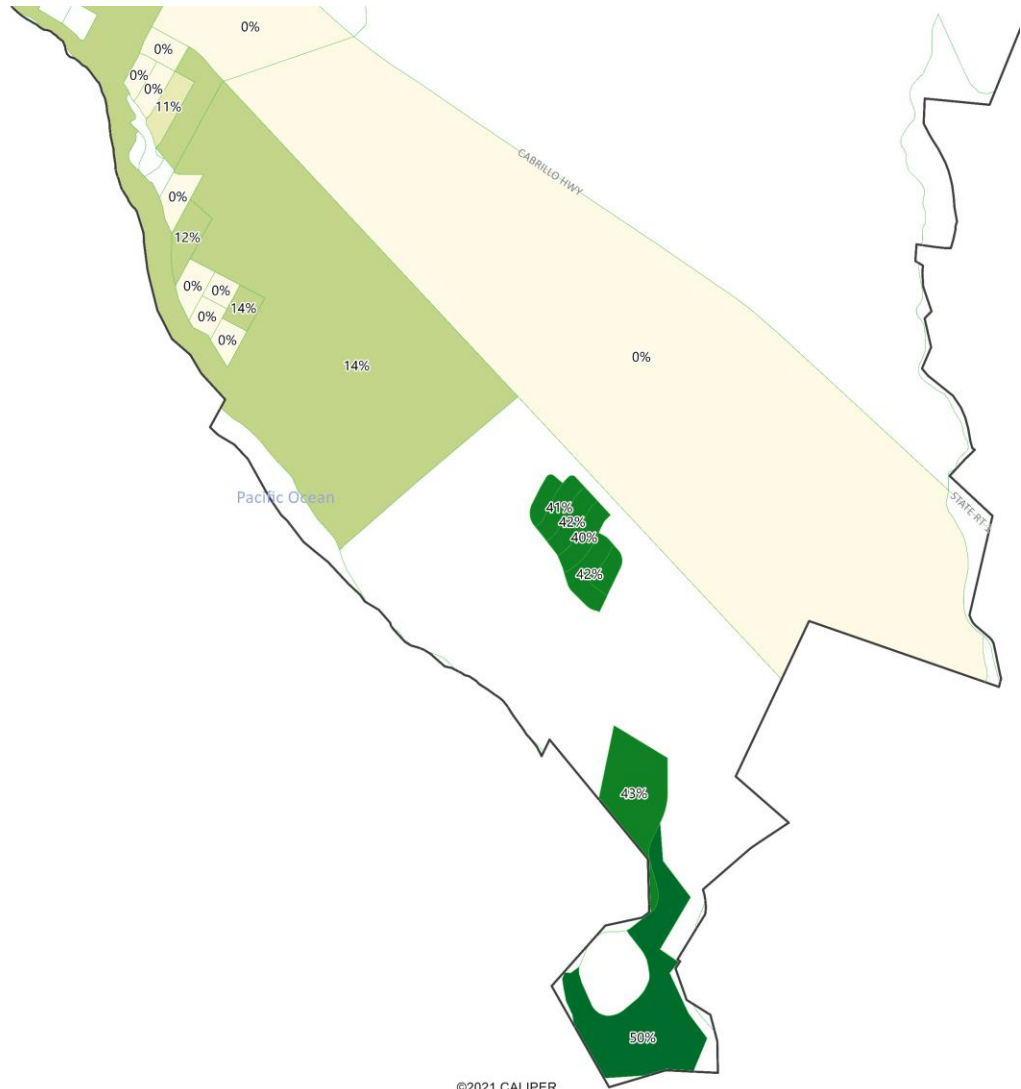


# REDISTRICTING PARTNERS

**Montara Water and Sanitary District**  
**American Communities Survey 2014-2018: Renters**

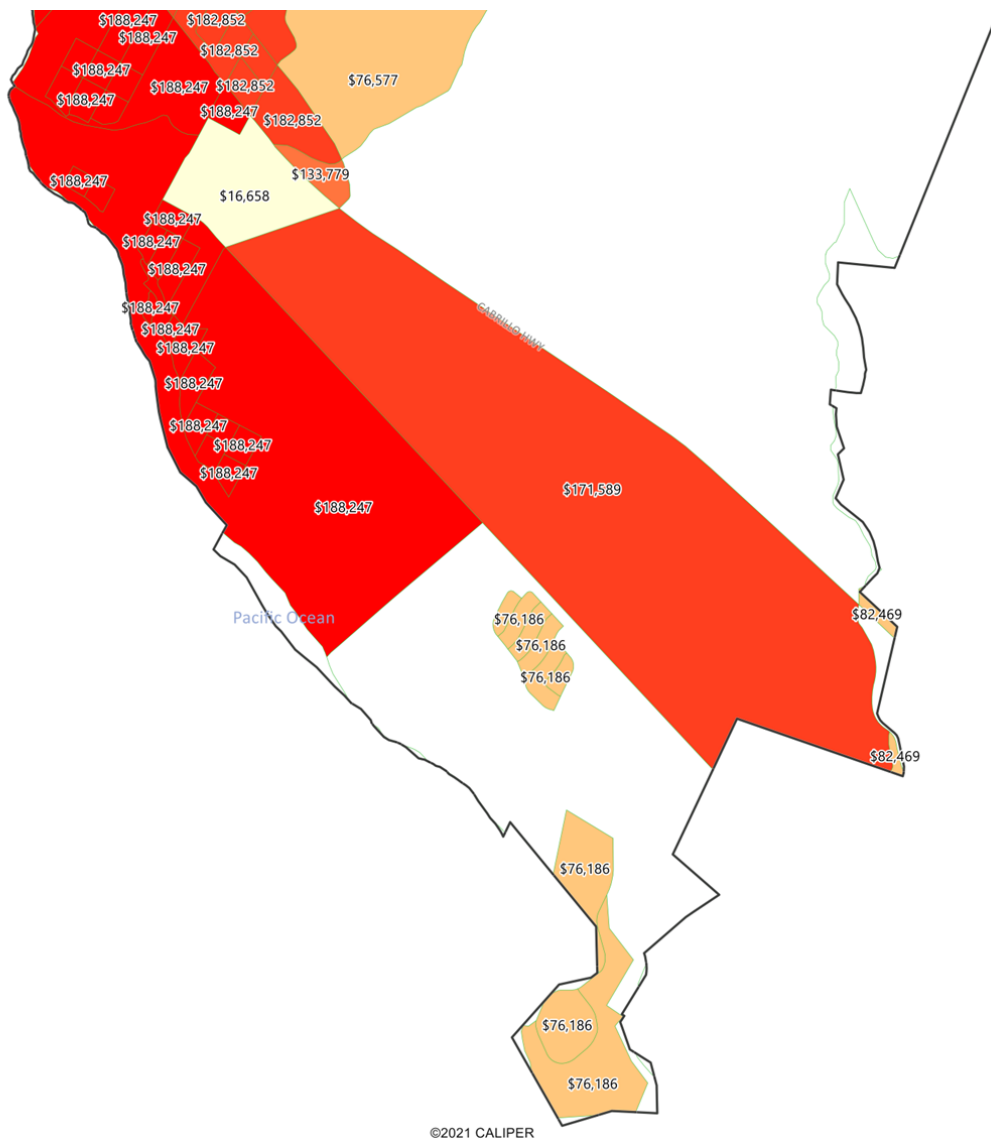
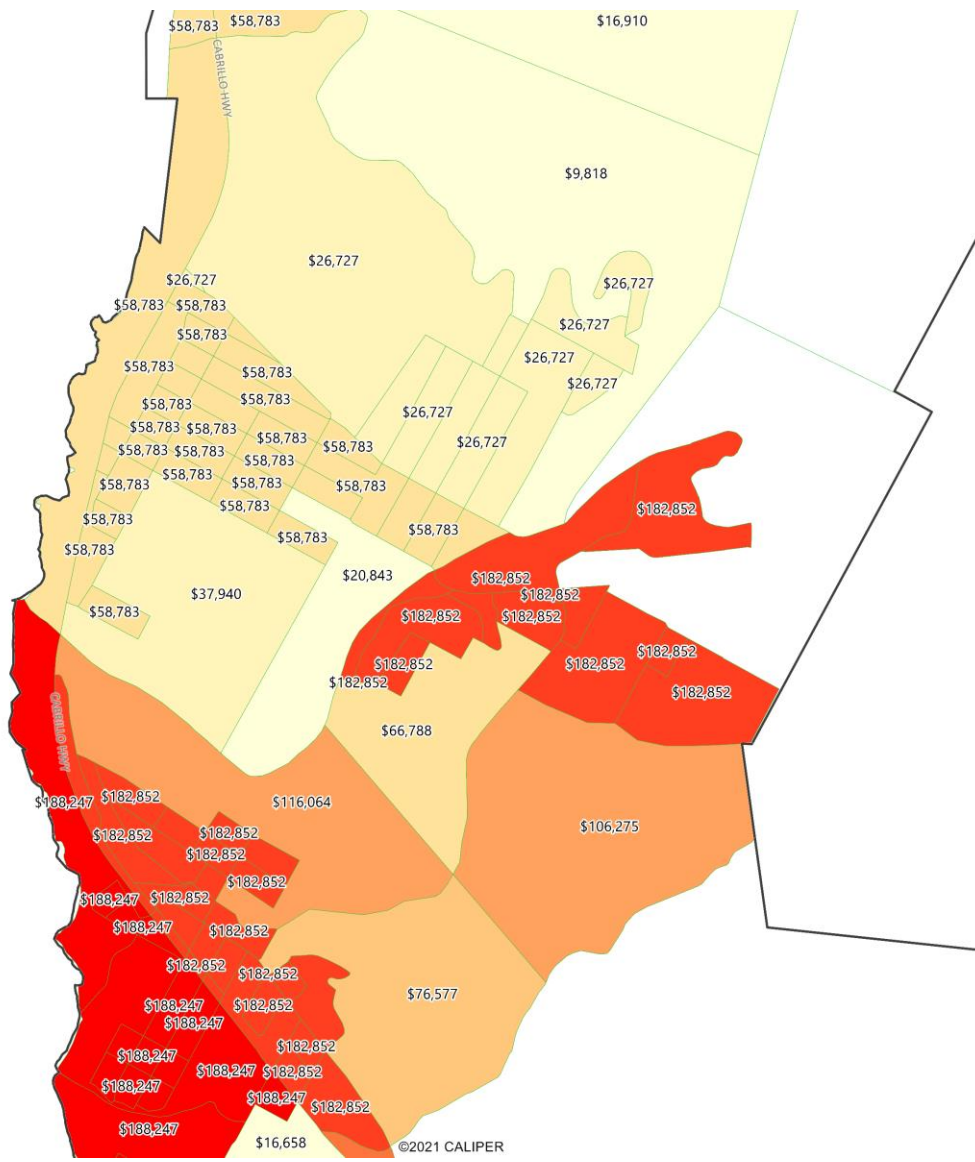


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**Montara Water and Sanitary District**  
**American Communities Survey 2014-2018: Median Income Levels**





# MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: August 8, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager 

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

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**Budget vs. Actual – Sewer July 1, 2022 through June 30, 2023 - Variances  
over \$2,000:**

- 4220 Cell Tower Lease, \$3,202 above Budget – The District has two leases, Crown Castle escalates by CPI & American Tower increases by 3% annually.
- 4400 Fees, \$7,950 below Budget – all fee categories have lagged behind expectations for various economic reasons.
- 4610 Property Tax Receipts, \$231,253 above Budget – \$378,218 in Excess ERAF has been collected this current fiscal year. \$340K in property tax receipts collected thus far.
- 4710 Sewer Service Charges, \$141,787 above Budget – The District received another Sewer service apportionment in June in the amount of \$377,020. \$80,005 is to be recognized as Water Reliability Charges.
- 4720 Sewer Service Refunds, Customer, \$5,335 below Budget – less refunds issued than anticipated.
- 4760 Waste Collection Revenues, \$2,253 above Budget – due to increase in franchise fees based on new rates.
- **Overall Total Operating Income for the period ending June 30, 2023 was \$378,459 above budget. Total operating income received to date is \$4,498,798.**
- 5200 Board of Directors, \$74,065 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. Work is currently on-going.
- 5250 Conference attendance, \$3,729 below Budget – Attendance to ACWA conference occurred in March. Additional conferences planned in the future.
- 5270 Information Systems, \$6,444 above Budget – Annual payment for Userware. Program is utilized as a budgeting tool for rate increases.
- 5300 Insurance, \$6,990 below Budget – Actuals less than anticipated.
- 5400 Legal, \$5,292 below Budget – Costs related to the defense of various legal proceedings is less than expected.
- 5510 Maintenance, Office, \$3,915 below Budget – Boardroom upgrades were completed and the cost was less than anticipated.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: August 8, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 5540 Office Supplies, \$5,707 above Budget – Various pieces of office equipment purchased including battery back-ups and computer equipment.
- 5560 Printing & Publishing, \$2,794 above Budget – Kastama Strategic consulting invoices have been reclassified from strictly consulting into constituent accounts based on detail activity.
- 5610 Accounting, \$4,908 above Budget – Variance due to additional work related to audit, FYE 6/30/2022 audit and additional projects.
- 5620 Audit, \$16,500 below Budget – Our audit is finally complete, however, we have not received a bill.
- 5630 Consulting, \$11,121 above Budget – Invoice for Sewer Rate study and first bill for Redistricting Partners paid. Expense for Redistricting Partners will be reclassified to Elections Expense, which is where the item was budgeted.
- 5720 Telephone & Internet, \$21,662 above Budget – Increased per month service costs.
- 6170 Claims, Property Damage, \$20,000 below Budget – No claims to date.
- 6200 Engineering, \$29,020 above Budget – Payment for general engineering and pump station mechanical engineering and GIS facility mapping.
- 6400 Pumping, \$7,692 above Budget – The various regulatory costs of maintaining portable generators was unbudgeted and were about \$5K.
- 6600 Collection/Transmission, \$10,000 below Budget – No activity to date.
- Vehicles: \$2,782 over Budget – Due to the cost allocation of fuel costs.
- 6900 SAM Expenses, \$94,639 above Budget – \$50K pass through costs for new pump, rentals & service at Distillery Pump Station.
- **Overall Total Operating Expenses for the period ending June 30, 2023, were \$102,292 above Budget.**
- **Total overall Expenses for the period ending June 30, 2023, were \$47,563 above budget. For a net ordinary income of \$330,897 above Budget. Actual net ordinary income is \$1,304,194.**
- 7100 Connection Fees, \$61,534 above Budget –No new connections issued in June.
  - Refund issued in July 2022.
- 7200 Interest Income, LAIF, \$60,185 above budget – Due to the increase Federal interest rates.
- 8000 CIP, \$760,463 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: **August 8, 2023**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

## **Budget vs. Actual – Water July 1, 2022 thru June 30, 2023 - Variances over \$2,000:**

- 4400 Fees, \$10,521 below Budget – Water administration fees have lagged behind expectations.
- 4610 Property Tax Receipts, \$231,253 above Budget – \$378,218 in Excess ERAF has been collected this current fiscal year. \$340K in property tax receipts collected thus far.
- 4740 Testing, Backflow, \$9,366 above Budget – Difference due to timing of testing and collections.
- 4810 Water Sales, Domestic, \$130,182 below Budget - Difference mainly due to timing of collections.
- 4850 Water Refunds, Customer, \$2,840 above budget – meter adjustment refund issued in March of \$4,500.
- **Overall Total Operating Income for the period ending June 30, 2023 was \$110,592 above budget. Total operating revenue received to date is \$2,330,052.**
- 5200 Board of Directors, \$74,065 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.
- 5240 CDPH Fees, \$2,526 above Budget – Annual permit fee paid in January.
- 5250 Conference attendance, \$3,729 below Budget – Attendance to ACWA conference occurred in March. Additional conferences planned in the future.
- 5270 Information Systems, \$6,444 above Budget - Annual payment for Userware. Program is utilized as a budgeting tool for rate increases. Expense to be re-allocated to account 5640 Data Services.
- 5300 Insurance, \$8,010 above Budget – CSRMA annual renewal premium paid in September.
- 5400 Legal, \$15,620 below Budget – Majority of time spent on Sewer related issues.
- 5510 Maintenance, Office, \$3,915 below Budget – Boardroom upgrades were completed and the cost was less than anticipated.
- 5530 Memberships, \$3,438 below Budget - Cost of membership dues were less than anticipated.
- 5540 Office Supplies, \$7,467 above Budget – Purchase of battery back-ups and additional office equipment in January & February.
- 5550 Postage, \$2,191 above Budget – Water billing postage costs are higher than expected.





# MONTARA WATER AND SANITARY DISTRICT AGENDA

**Prepared for the Meeting Of: August 8, 2023**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 5610 Accounting, \$4,908 above Budget – Variance due to additional work related to audit, FYE 6/30/2022 audit and additional projects.
- 5620 Audit, \$16,500 below Budget – Our audit is finally complete, however, we have not received a bill.
- 5630 Consulting, \$3,541 above Budget – Invoice for Water Rate study and first bill for Redistricting Partners paid. Expense for Redistricting Partners will be reclassified to Elections Expense, which is where the item was budgeted.
- 5640 Data Services, \$5,600 below Budget – Expense related to Userware inadvertently booked to account 5270 Information systems.
- 5720 Telephone & Internet, \$31,309 above Budget – Increased per month service costs.
- 5800 Labor, \$43,906 below Budget – Reflective of the loss of an experienced operator.
- 6170 Claims, Property Damage, \$9,860 below Budget – Reimbursement paid in November 2022.
- 6180 Communications, \$29,899 below Budget – Minimal payments for SCADA maintenance paid to date.
- 6195 Education & Training, \$3,940 below Budget – Less activity than anticipated.
- 6200 Engineering, \$63,623 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, \$11,547 above Budget – Mainly due to the cost of generators.
- 6500 Supply, \$16,123 below Budget – Q4 water purchases have not yet been invoiced and paid.
- 6600 Collection/Transmission, \$162,020 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, \$39,955 below Budget – payments made for chemicals and related treatment costs are less than anticipated.
- 6800 Vehicles, \$2,174 below Budget – Repairs & equipment purchases have been less than anticipated.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: **August 8, 2023**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- **Overall Total Operating Expenses for the period ending June 30, 2023 were \$134,142 above Budget.**
- **Total overall Expenses for the period ending June 30, 2023 were \$36,192 above budget. For a net ordinary income of \$74,400 budgeted vs. actual. Actual net ordinary income is \$256,385.**
- 7100 Connection Fees, \$26,806,838 above Budget – No new construction connections purchased in June.
- 7250 CAMP interest, \$113,063 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. \$10,086 above Budget – Due to timing.
- 7650 Water System Reliability, \$127,615 below Budget – The District received another Water Reliability assessment in June.
- 8000 CIP, \$755,868 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, \$2,800 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 June 2023

	Jul '22 - Jun 23	Sewer Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4220 · Cell Tower Lease	83,202.48	80,000.00	3,202.48
4400 · Fees			
4410 · Administrative Fee (New Constr)	3,554.00	6,000.00	-2,446.00
4420 · Administrative Fee (Remodel)	0.00	1,000.00	-1,000.00
4430 · Inspection Fee (New Constr)	3,363.00	6,000.00	-2,637.00
4440 · Inspection Fee (Remodel)	0.00	1,000.00	-1,000.00
4460 · Remodel Fees	7,133.00	8,000.00	-867.00
<b>Total 4400 · Fees</b>	<b>14,050.00</b>	<b>22,000.00</b>	<b>-7,950.00</b>
4510 · Grants	136.00		
4610 · Property Tax Receipts	520,112.71	288,860.00	231,252.71
4710 · Sewer Service Charges	3,854,266.18	3,712,479.00	141,787.18
4720 · Sewer Service Refunds, Customer	-4,664.88	-10,000.00	5,335.12
4760 · Waste Collection Revenues	29,252.75	27,000.00	2,252.75
4990 · Other Revenue	2,442.81		
<b>Total Income</b>	<b>4,498,798.05</b>	<b>4,120,339.00</b>	<b>378,459.05</b>
<b>Gross Profit</b>	<b>4,498,798.05</b>	<b>4,120,339.00</b>	<b>378,459.05</b>
<b>Expense</b>			
5000 · Administrative			
5190 · Bank Fees	5,715.17	7,000.00	-1,284.83
5200 · Board of Directors			
5210 · Board Meetings	5,134.83	3,000.00	2,134.83
5220 · Director Fees	6,300.00	7,500.00	-1,200.00
5230 · Election Expenses	0.00	75,000.00	-75,000.00
<b>Total 5200 · Board of Directors</b>	<b>11,434.83</b>	<b>85,500.00</b>	<b>-74,065.17</b>
5250 · Conference Attendance	2,270.79	6,000.00	-3,729.21
5270 · Information Systems	11,444.38	5,000.00	6,444.38
5300 · Insurance			
5310 · Fidelity Bond	0.00	500.00	-500.00
5320 · Property & Liability Insurance	8,509.72	15,000.00	-6,490.28
<b>Total 5300 · Insurance</b>	<b>8,509.72</b>	<b>15,500.00</b>	<b>-6,990.28</b>
5350 · LAFCO Assessment	2,887.00	2,500.00	387.00
5400 · Legal			
5430 · General Legal	77,786.83	200,000.00	-122,213.17
5440 · Litigation	116,921.23		
<b>Total 5400 · Legal</b>	<b>194,708.06</b>	<b>200,000.00</b>	<b>-5,291.94</b>
5510 · Maintenance, Office	11,084.85	15,000.00	-3,915.15
5520 · Meetings, Local	150.00		
5530 · Memberships	4,435.00	4,000.00	435.00
5540 · Office Supplies	8,207.15	2,500.00	5,707.15
5550 · Postage	1,284.41	400.00	884.41
5560 · Printing & Publishing	4,294.08	1,500.00	2,794.08

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

	Jul '22 - Jun 23	Sewer Budget	\$ Over Budget
<b>5600 · Professional Services</b>			
5610 · Accounting	42,907.50	38,000.00	4,907.50
5620 · Audit	0.00	16,500.00	-16,500.00
5630 · Consulting	61,120.81	50,000.00	11,120.81
5640 · Data Services	9,853.08	9,000.00	853.08
5650 · Labor & HR Support	2,572.30	2,500.00	72.30
5660 · Payroll Services	1,191.77	1,000.00	191.77
<b>Total 5600 · Professional Services</b>	<b>117,645.46</b>	<b>117,000.00</b>	<b>645.46</b>
5710 · San Mateo Co. Tax Roll Charges	119.00	200.00	-81.00
5720 · Telephone & Internet	46,661.54	25,000.00	21,661.54
5730 · Mileage Reimbursement	173.39	1,500.00	-1,326.61
5740 · Reference Materials	0.00	200.00	-200.00
5790 · Other Administrative	2,560.36		
<b>5800 · Labor</b>			
5810 · CalPERS 457 Deferred Plan	20,579.37	19,383.00	1,196.37
5820 · Employee Benefits	50,036.54	43,823.00	6,213.54
5830 · Disability Insurance	1,732.90	2,049.00	-316.10
5840 · Payroll Taxes	18,494.19	23,096.00	-4,601.81
5850 · PARS	20,840.38	18,940.00	1,900.38
<b>5900 · Wages</b>			
5910 · Management	114,975.86	123,568.00	-8,592.14
5920 · Staff	173,070.96	175,137.00	-2,066.04
5930 · Staff Certification	2,100.00	1,800.00	300.00
5940 · Staff Overtime	6,259.05	1,399.00	4,860.05
5950 · Staff Standby	43.02		
<b>Total 5900 · Wages</b>	<b>296,448.89</b>	<b>301,904.00</b>	<b>-5,455.11</b>
5960 · Worker's Comp Insurance	4,221.25	2,673.00	1,548.25
<b>Total 5800 · Labor</b>	<b>412,353.52</b>	<b>411,868.00</b>	<b>485.52</b>
<b>Total 5000 · Administrative</b>	<b>845,938.71</b>	<b>900,668.00</b>	<b>-54,729.29</b>
<b>6000 · Operations</b>			
6170 · Claims, Property Damage	0.00	20,000.00	-20,000.00
6195 · Education & Training	42.00	1,000.00	-958.00
<b>6200 · Engineering</b>			
6220 · General Engineering	64,019.50	35,000.00	29,019.50
<b>Total 6200 · Engineering</b>	<b>64,019.50</b>	<b>35,000.00</b>	<b>29,019.50</b>
6320 · Equipment & Tools, Expensed	13.98		
<b>6330 · Facilities</b>			
6335 · Alarm Services	6,003.59	5,500.00	503.59
6337 · Landscaping	4,800.00	6,000.00	-1,200.00
<b>Total 6330 · Facilities</b>	<b>10,803.59</b>	<b>11,500.00</b>	<b>-696.41</b>
<b>6400 · Pumping</b>			
6410 · Pumping Fuel & Electricity	48,047.86	45,000.00	3,047.86
6420 · Pumping Maintenance, Generators	4,643.75		
<b>Total 6400 · Pumping</b>	<b>52,691.61</b>	<b>45,000.00</b>	<b>7,691.61</b>

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

July 2022 through June 2023

	Sewer		
	Jul '22 - Jun 23	Budget	\$ Over Budget
<b>6600 · Collection/Transmission</b>			
6660 · Maintenance, Collection System	0.00	10,000.00	-10,000.00
<b>Total 6600 · Collection/Transmission</b>	0.00	10,000.00	-10,000.00
<b>6770 · Uniforms</b>	0.00	200.00	-200.00
<b>6800 · Vehicles</b>			
6810 · Fuel	3,641.34	1,000.00	2,641.34
6820 · Truck Equipment, Expensed	133.61	160.00	-26.39
6830 · Truck Repairs	1,167.20	1,000.00	167.20
<b>Total 6800 · Vehicles</b>	4,942.15	2,160.00	2,782.15
<b>6900 · Sewer Authority Midcoastside</b>			
6910 · SAM Collections	284,186.04	284,186.00	0.04
6920 · SAM Operations	1,694,035.92	1,727,328.00	-33,292.08
6940 · SAM Maintenance, Collection Sys	29,700.02	40,000.00	-10,299.98
6950 · SAM Maintenance, Pumping	203,084.15	70,000.00	133,084.15
6960 · SAM NDWSCP	5,146.85		
<b>Total 6900 · Sewer Authority Midcoastside</b>	2,216,152.98	2,121,514.00	94,638.98
<b>Total 6000 · Operations</b>	2,348,665.81	2,246,374.00	102,291.81
<b>Total Expense</b>	3,194,604.52	3,147,042.00	47,562.52
<b>Net Ordinary Income</b>	1,304,193.53	973,297.00	330,896.53
<b>Other Income/Expense</b>			
<b>Other Income</b>			
<b>7000 · Capital Account Revenues</b>			
<b>7100 · Connection Fees</b>			
7110 · Connection Fees (New Constr)	184,288.00	163,000.00	21,288.00
7120 · Connection Fees (Remodel)	41,559.12	50,000.00	-8,440.88
7152 · Connection Fee Refunds	-26,922.00		
7153 · Add'l Fixture Units (New Const)	17,165.00		
7155 · Add'l Fixture Units (Remodel)	73,358.52		
7165 · Meter Pass Thru Costs	-7,962.89		
7170 · Mainline Ext. Pass Thru	-6,952.00		
<b>Total 7100 · Connection Fees</b>	274,533.75	213,000.00	61,533.75
<b>7200 · Interest Income - LAIF</b>	80,185.23	20,000.00	60,185.23
<b>Total 7000 · Capital Account Revenues</b>	354,718.98	233,000.00	121,718.98
<b>Total Other Income</b>	354,718.98	233,000.00	121,718.98
<b>Other Expense</b>			
<b>8000 · Capital Improvement Program</b>			
8075 · Sewer	255,437.24	1,015,900.00	-760,462.76
<b>Total 8000 · Capital Improvement Program</b>	255,437.24	1,015,900.00	-760,462.76

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Accrual Basis

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

	Jul '22 - Jun 23	Sewer Budget	\$ Over Budget
9000 · Capital Account Expenses			
9125 · PNC Equipment Lease Interest	9,006.64	9,441.00	-434.36
9200 · I-Bank Loan	11,292.70	19,716.00	-8,423.30
<b>Total 9000 · Capital Account Expenses</b>	<b>20,299.34</b>	<b>29,157.00</b>	<b>-8,857.66</b>
<b>Total Other Expense</b>	<b>275,736.58</b>	<b>1,045,057.00</b>	<b>-769,320.42</b>
<b>Net Other Income</b>	<b>78,982.40</b>	<b>-812,057.00</b>	<b>891,039.40</b>
<b>Net Income</b>	<b>1,383,175.93</b>	<b>161,240.00</b>	<b>1,221,935.93</b>

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

July 2022 through June 2023

	Jul '22 - Jun 23	Water Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>4400 · Fees</b>			
4410 · Administrative Fee (New Constr)	4,151.00	7,000.00	-2,849.00
4420 · Administrative Fee (Remodel)	0.00	600.00	-600.00
4430 · Inspection Fee (New Constr)	3,928.00	7,000.00	-3,072.00
4440 · Inspection Fee (Remodel)	0.00	1,000.00	-1,000.00
4450 · Mainline Extension Fees	0.00	3,000.00	-3,000.00
<b>Total 4400 · Fees</b>	8,079.00	18,600.00	-10,521.00
4510 · Grants	136.00		
4610 · Property Tax Receipts	520,112.61	288,860.00	231,252.61
4740 · Testing, Backflow	24,366.00	15,000.00	9,366.00
4810 · Water Sales, Domestic	1,769,818.34	1,900,000.00	-130,181.66
4850 · Water Sales Refunds, Customer	-5,839.83	-3,000.00	-2,839.83
4990 · Other Revenue	13,379.84		
<b>Total Income</b>	2,330,051.96	2,219,460.00	110,591.96
<b>Gross Profit</b>	2,330,051.96	2,219,460.00	110,591.96
<b>Expense</b>			
<b>5000 · Administrative</b>			
5190 · Bank Fees	5,715.22	4,000.00	1,715.22
<b>5200 · Board of Directors</b>			
5210 · Board Meetings	5,134.82	3,000.00	2,134.82
5220 · Director Fees	6,300.00	7,500.00	-1,200.00
5230 · Election Expenses	0.00	75,000.00	-75,000.00
<b>Total 5200 · Board of Directors</b>	11,434.82	85,500.00	-74,065.18
5240 · CDPH Fees	17,525.56	15,000.00	2,525.56
5250 · Conference Attendance	2,270.78	6,000.00	-3,729.22
5270 · Information Systems	11,444.37	5,000.00	6,444.37
<b>5300 · Insurance</b>			
5310 · Fidelity Bond	0.00	500.00	-500.00
5320 · Property & Liability Insurance	8,509.72	0.00	8,509.72
<b>Total 5300 · Insurance</b>	8,509.72	500.00	8,009.72
5350 · LAFCO Assessment	3,293.00	5,000.00	-1,707.00
<b>5400 · Legal</b>			
5430 · General Legal	82,947.82	100,000.00	-17,052.18
5440 · Litigation	1,432.00		
<b>Total 5400 · Legal</b>	84,379.82	100,000.00	-15,620.18
5510 · Maintenance, Office	11,084.85	15,000.00	-3,915.15
5520 · Meetings, Local	150.00		
5530 · Memberships	23,562.00	27,000.00	-3,438.00
5540 · Office Supplies	11,967.28	4,500.00	7,467.28
5550 · Postage	16,191.34	14,000.00	2,191.34
5560 · Printing & Publishing	4,344.04	5,000.00	-655.96

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

	Jul '22 - Jun 23	Water Budget	\$ Over Budget
<b>5600 · Professional Services</b>			
5610 · Accounting	42,907.50	38,000.00	4,907.50
5620 · Audit	0.00	16,500.00	-16,500.00
5630 · Consulting	68,540.82	65,000.00	3,540.82
5640 · Data Services	899.50	6,500.00	-5,600.50
5650 · Labor & HR Support	2,572.30	2,500.00	72.30
5660 · Payroll Services	1,191.89	1,000.00	191.89
<b>Total 5600 · Professional Services</b>	<b>116,112.01</b>	<b>129,500.00</b>	<b>-13,387.99</b>
5710 · San Mateo Co. Tax Roll Charges	1,625.00	200.00	1,425.00
5720 · Telephone & Internet	56,309.08	25,000.00	31,309.08
5730 · Mileage Reimbursement	571.58	1,500.00	-928.42
5740 · Reference Materials	0.00	800.00	-800.00
5790 · Other Administrative	2,965.49		
<b>5800 · Labor</b>			
5810 · CalPERS 457 Deferred Plan	48,132.37	49,977.00	-1,844.63
5820 · Employee Benefits	127,518.31	107,276.00	20,242.31
5830 · Disability Insurance	3,805.52	5,411.00	-1,605.48
5840 · Payroll Taxes	50,421.38	57,850.00	-7,428.62
5850 · PARS	43,908.05	43,897.00	11.05
<b>5900 · Wages</b>			
5910 · Management	114,976.10	123,568.00	-8,591.90
5920 · Staff	502,837.31	542,747.00	-39,909.69
5930 · Staff Certification	11,550.00	11,400.00	150.00
5940 · Staff Overtime	57,005.35	49,935.00	7,070.35
5950 · Staff Standby	27,420.71	28,553.00	-1,132.29
<b>Total 5900 · Wages</b>	<b>713,789.47</b>	<b>756,203.00</b>	<b>-42,413.53</b>
5960 · Worker's Comp Insurance	12,794.37	23,661.00	-10,866.63
<b>Total 5800 · Labor</b>	<b>1,000,369.47</b>	<b>1,044,275.00</b>	<b>-43,905.53</b>
<b>Total 5000 · Administrative</b>	<b>1,389,825.43</b>	<b>1,487,775.00</b>	<b>-97,949.57</b>
<b>6000 · Operations</b>			
6160 · Backflow Prevention	838.26	1,000.00	-161.74
6170 · Claims, Property Damage	140.64	10,000.00	-9,859.36
6180 · Communications			
6185 · SCADA Maintenance	8,101.50	38,000.00	-29,898.50
<b>Total 6180 · Communications</b>	<b>8,101.50</b>	<b>38,000.00</b>	<b>-29,898.50</b>
6195 · Education & Training	1,059.60	5,000.00	-3,940.40
<b>6200 · Engineering</b>			
6220 · General Engineering	5,117.92	20,000.00	-14,882.08
6230 · Water Quality Engineering	128,505.00	50,000.00	78,505.00
<b>Total 6200 · Engineering</b>	<b>133,622.92</b>	<b>70,000.00</b>	<b>63,622.92</b>
6320 · Equipment & Tools, Expensed	7,398.77	12,000.00	-4,601.23

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

July 2022 through June 2023

	Jul '22 - Jun 23	Water Budget	\$ Over Budget
<b>6330 · Facilities</b>			
6335 · Alarm Services	875.62	2,000.00	-1,124.38
6337 · Landscaping	16,452.66	15,000.00	1,452.66
<b>Total 6330 · Facilities</b>	<b>17,328.28</b>	<b>17,000.00</b>	<b>328.28</b>
<b>6370 · Lab Supplies &amp; Equipment</b>	4,029.76	4,000.00	29.76
<b>6380 · Meter Reading</b>	356.72	500.00	-143.28
<b>6400 · Pumping</b>			
6410 · Pumping Fuel & Electricity	97,923.52	90,000.00	7,923.52
6420 · Pumping Maintenance, Generators	19,015.01	10,000.00	9,015.01
6430 · Pumping Maintenance, General	308.24	5,000.00	-4,691.76
6440 · Pumping Equipment, Expensed	0.00	700.00	-700.00
<b>Total 6400 · Pumping</b>	<b>117,246.77</b>	<b>105,700.00</b>	<b>11,546.77</b>
<b>6500 · Supply</b>			
6510 · Maintenance, Raw Water Mains	45.43	2,500.00	-2,454.57
6520 · Maintenance, Wells	16,676.89	15,000.00	1,676.89
6530 · Water Purchases	19,654.71	35,000.00	-15,345.29
<b>Total 6500 · Supply</b>	<b>36,377.03</b>	<b>52,500.00</b>	<b>-16,122.97</b>
<b>6600 · Collection/Transmission</b>			
6610 · Hydrants	0.00	10,000.00	-10,000.00
6620 · Maintenance, Water Mains	116,279.95	50,000.00	66,279.95
6630 · Maintenance, Water Svc Lines	25,374.10	20,000.00	5,374.10
6640 · Maintenance, Tanks	2,670.61	5,000.00	-2,329.39
6650 · Maint., Distribution General	18,359.85	10,000.00	8,359.85
6670 · Meters	119,334.99	25,000.00	94,334.99
<b>Total 6600 · Collection/Transmission</b>	<b>282,019.50</b>	<b>120,000.00</b>	<b>162,019.50</b>
<b>6700 · Treatment</b>			
6710 · Chemicals & Filtering	17,752.37	40,000.00	-22,247.63
6720 · Maintenance, Treatment Equip.	8,125.79	15,000.00	-6,874.21
6730 · Treatment Analysis	29,166.55	40,000.00	-10,833.45
<b>Total 6700 · Treatment</b>	<b>55,044.71</b>	<b>95,000.00</b>	<b>-39,955.29</b>
<b>6770 · Uniforms</b>	3,079.89	2,000.00	1,079.89
<b>6800 · Vehicles</b>			
6810 · Fuel	10,924.02	10,000.00	924.02
6820 · Truck Equipment, Expensed	400.83	2,000.00	-1,599.17
6830 · Truck Repairs	3,501.61	5,000.00	-1,498.39
<b>Total 6800 · Vehicles</b>	<b>14,826.46</b>	<b>17,000.00</b>	<b>-2,173.54</b>
<b>6890 · Other Operations</b>	2,371.05		
<b>Total 6000 · Operations</b>	<b>683,841.86</b>	<b>549,700.00</b>	<b>134,141.86</b>
<b>Total Expense</b>	<b>2,073,667.29</b>	<b>2,037,475.00</b>	<b>36,192.29</b>
<b>Net Ordinary Income</b>	<b>256,384.67</b>	<b>181,985.00</b>	<b>74,399.67</b>

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

July 2022 through June 2023

	Jul '22 - Jun 23	Water Budget		\$ Over Budget
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>7000 · Capital Account Revenues</b>				
<b>7100 · Connection Fees</b>				
7110 · Connection Fees (New Constr)	168,218.00	150,000.00		18,218.00
7130 · Conn. Fees, PFP (New Constr)	128,281.11	50,000.00		78,281.11
7152 · Connection Fee Refunds	-24,892.11			
7155 · Add'l Fixture Units (Remodel)	16,092.00			
7160 · PFP Pass Thru	13,355.11			
7165 · Meter Pass Thru Costs	1,791.14			
7170 · Mainline Ext. Pass Thru	-76,039.20			
<b>Total 7100 · Connection Fees</b>	226,806.05	200,000.00		26,806.05
7250 · CAMP Interest Income	113,062.73			
7600 · Bond Revenues, G.O.	993,631.41	983,546.00		10,085.41
7650 · Water System Reliability	872,385.46	1,000,000.00		-127,614.54
<b>Total 7000 · Capital Account Revenues</b>	2,205,885.65	2,183,546.00		22,339.65
<b>Total Other Income</b>	2,205,885.65	2,183,546.00		22,339.65
<b>Other Expense</b>				
<b>8000 · Capital Improvement Program</b>				
8100 · Water	483,132.04	1,239,000.00		-755,867.96
<b>Total 8000 · Capital Improvement Program</b>	483,132.04	1,239,000.00		-755,867.96
<b>9000 · Capital Account Expenses</b>				
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	9,441.00		-434.28
9150 · SRF Loan	60,602.33	62,527.00		-1,924.67
9210 · Conservation Program/Rebates	200.00	3,000.00		-2,800.00
<b>Total 9000 · Capital Account Expenses</b>	112,070.32	142,418.00		-30,347.68
<b>Total Other Expense</b>	595,202.36	1,381,418.00		-786,215.64
<b>Net Other Income</b>	1,610,683.29	802,128.00		808,555.29
<b>Net Income</b>	1,867,067.96	984,113.00		882,954.96



**Montara Water & Sanitary District**  
**Funds Balance Sheet**  
As of June 30, 2023

7/19/23

Accrual Basis

	Sewer	Water	TOTAL
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
<b>Sewer - Bank Accounts</b>			
Wells Fargo Operating - Sewer	5,266,484.21	0.00	5,266,484.21
<b>LAIF Investment Fund</b>			
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
<b>Total LAIF Investment Fund</b>	<b>4,703,518.89</b>	<b>0.00</b>	<b>4,703,518.89</b>
<b>Total Sewer - Bank Accounts</b>	<b>9,970,003.10</b>	<b>0.00</b>	<b>9,970,003.10</b>
<b>Water - Bank Accounts</b>			
<b>CAMP Investment Fund</b>			
Capital Reserve	0.00	2,783,600.90	2,783,600.90
Connection Fee Reserve	0.00	200,000.00	200,000.00
Operating Reserve	0.00	339,579.00	339,579.00
<b>Total CAMP Investment Fund</b>	<b>0.00</b>	<b>3,323,179.90</b>	<b>3,323,179.90</b>
Wells Fargo Operating - Water	0.00	51,354.47	51,354.47
<b>Restricted Cash</b>			
2020 GO Bonds Fund - Chase	0.00	1,158,393.98	1,158,393.98
<b>Total Restricted Cash</b>	<b>0.00</b>	<b>1,158,393.98</b>	<b>1,158,393.98</b>
<b>Total Water - Bank Accounts</b>	<b>0.00</b>	<b>4,532,928.35</b>	<b>4,532,928.35</b>
<b>Total Checking/Savings</b>	<b>9,970,003.10</b>	<b>4,532,928.35</b>	<b>14,502,931.45</b>
<b>Accounts Receivable</b>			
<b>Sewer - Accounts Receivable</b>			
Lease Receivable	227,145.00	0.00	227,145.00
Accounts Receivable	-7,352.95	0.00	-7,352.95
Sewer - Accounts Receivable - Other	-10,061.79	0.00	-10,061.79
<b>Total Sewer - Accounts Receivable</b>	<b>209,730.26</b>	<b>0.00</b>	<b>209,730.26</b>
<b>Water - Accounts Receivable</b>			
Accounts Receivable	0.00	13,967.03	13,967.03
Accounts Rec. - Backflow	0.00	26,379.11	26,379.11
Accounts Rec. - Water Residents	0.00	174,578.02	174,578.02
Unbilled Water Receivables	0.00	236,983.89	236,983.89
<b>Total Water - Accounts Receivable</b>	<b>0.00</b>	<b>451,908.05</b>	<b>451,908.05</b>
<b>Total Accounts Receivable</b>	<b>209,730.26</b>	<b>451,908.05</b>	<b>661,638.31</b>
<b>Other Current Assets</b>			
Maint/Parts Inventory	0.00	42,656.32	42,656.32
<b>Total Other Current Assets</b>	<b>0.00</b>	<b>42,656.32</b>	<b>42,656.32</b>
<b>Total Current Assets</b>	<b>10,179,733.36</b>	<b>5,027,492.72</b>	<b>15,207,226.08</b>
<b>Fixed Assets</b>			
<b>Sewer - Fixed Assets</b>			
General Plant	8,552,709.89	0.00	8,552,709.89
Land	5,000.00	0.00	5,000.00
<b>Other Capital Improv.</b>			
Sewer-Original Cost	685,599.18	0.00	685,599.18
Other Cap. Improv.	2,564,810.39	0.00	2,564,810.39
<b>Total Other Capital Improv.</b>	<b>3,250,409.57</b>	<b>0.00</b>	<b>3,250,409.57</b>
Seal Cove Collection System	995,505.00	0.00	995,505.00
<b>Sewage Collection Facility</b>			
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
<b>Total Sewage Collection Facility</b>	<b>5,340,307.33</b>	<b>0.00</b>	<b>5,340,307.33</b>
Treatment Facility	244,539.84	0.00	244,539.84
Accumulated Depreciation	-10,333,056.00	0.00	-10,333,056.00
<b>Total Sewer - Fixed Assets</b>	<b>8,055,415.63</b>	<b>0.00</b>	<b>8,055,415.63</b>

**Montara Water & Sanitary District**  
**Funds Balance Sheet**  
As of June 30, 2023

7/19/23

Accrual Basis

<b>Water - Fixed Assets</b>			
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
<b>Total Water - Fixed Assets</b>	<u>0.00</u>	<u>16,519,401.03</u>	<u>16,519,401.03</u>
<b>Total Fixed Assets</b>	8,055,415.63	16,519,401.03	24,574,816.66
<b>Other Assets</b>			
<b>Sewer - Other Assets</b>			
Def'd Amts Related to Pensions	93,759.00	0.00	93,759.00
<b>Joint Power Authority</b>			
SAM - Orig Collection Facility	981,592.00	0.00	981,592.00
SAM - Expansion	1,705,955.08	0.00	1,705,955.08
<b>Total Joint Power Authority</b>	<u>2,687,547.08</u>	<u>0.00</u>	<u>2,687,547.08</u>
<b>Total Sewer - Other Assets</b>	2,781,306.08	0.00	2,781,306.08
<b>Water - Other Assets</b>			
Def'd Amts Related to Pensions	0.00	208,689.00	208,689.00
Due from Sewer	0.00	1,357,906.25	1,357,906.25
<b>Total Water - Other Assets</b>	<u>0.00</u>	<u>1,566,595.25</u>	<u>1,566,595.25</u>
<b>Total Other Assets</b>	2,781,306.08	1,566,595.25	4,347,901.33
<b>TOTAL ASSETS</b>	<u><b>21,016,455.07</b></u>	<u><b>23,113,489.00</b></u>	<u><b>44,129,944.07</b></u>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
Accounts Payable - Sewer	284,189.58	0.00	284,189.58
Accounts Payable - Water	0.00	102,365.68	102,365.68
<b>Total Accounts Payable</b>	284,189.58	102,365.68	386,555.26
<b>Other Current Liabilities</b>			
Water - Net Pension Liability	0.00	-137,836.00	-137,836.00
Sewer - Net Pension Liability	-61,926.00	0.00	-61,926.00
<b>Sewer - Current Liabilities</b>			
Accrued Vacations	9,781.90	0.00	9,781.90
Deposits Payable	40,616.30	0.00	40,616.30
<b>Total Sewer - Current Liabilities</b>	<u>50,398.20</u>	<u>0.00</u>	<u>50,398.20</u>
<b>Water - Current Liabilities</b>			
Accrued Vacations	0.00	22,072.48	22,072.48
Construction Deposits Payable	0.00	-589.09	-589.09
Deposits Payable	0.00	-30,933.50	-30,933.50
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
<b>Total Water - Current Liabilities</b>	<u>0.00</u>	<u>491,208.79</u>	<u>491,208.79</u>
<b>Payroll Liabilities</b>			
Employee Benefits Payable	16,643.74	0.00	16,643.74
<b>Total Payroll Liabilities</b>	<u>16,643.74</u>	<u>0.00</u>	<u>16,643.74</u>
<b>Total Other Current Liabilities</b>	<u>5,115.94</u>	<u>353,372.79</u>	<u>358,488.73</u>
<b>Total Current Liabilities</b>	289,305.52	455,738.47	745,043.99
<b>Long Term Liabilities</b>			
<b>Sewer - Long Term Liabilities</b>			
Deferred Inflows (Sewer Leases)	221,325.00	0.00	221,325.00
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
<b>Total Sewer - Long Term Liabilities</b>	<u>2,507,668.56</u>	<u>0.00</u>	<u>2,507,668.56</u>

**Montara Water & Sanitary District**  
**Funds Balance Sheet**  
As of June 30, 2023

7/19/23

Accrual Basis

<b>Water - Long Term Liabilities</b>			
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
	<hr/>		<hr/>
<b>Total Water - Long Term Liabilities</b>	0.00	7,595,698.32	7,595,698.32
<b>Deferred Inflows (Pensions)</b>			
Sewer	54,563.00	0.00	54,563.00
Water	0.00	121,446.00	121,446.00
	<hr/>		<hr/>
<b>Total Deferred Inflows (Pensions)</b>	54,563.00	121,446.00	176,009.00
<b>Total Long Term Liabilities</b>	<hr/>	<hr/>	<hr/>
	2,562,231.56	7,717,144.32	10,279,375.88
<b>Total Liabilities</b>	<hr/>	<hr/>	<hr/>
	2,851,537.08	8,172,882.79	11,024,419.87
<b>Equity</b>			
<b>Sewer - Equity Accounts</b>			
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	-175,483.68	0.00	-175,483.68
	<hr/>		<hr/>
<b>Total Sewer - Equity Accounts</b>	11,879,061.39	0.00	11,879,061.39
<b>Water - Equity Accounts</b>			
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	175,483.68	175,483.68
	<hr/>		<hr/>
<b>Total Water - Equity Accounts</b>	0.00	2,866,538.69	2,866,538.69
<b>Equity Adjustment Account</b>	4,902,853.86	10,206,826.37	15,109,680.23
<b>Net Income</b>	1,383,002.74	1,867,241.15	3,250,243.89
	<hr/>		<hr/>
<b>Total Equity</b>	18,164,917.99	14,940,606.21	33,105,524.20
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
	21,016,455.07	23,113,489.00	44,129,944.07

YTD Cash Information	July	August	September	October	November	December	January	February	March	April	May	June	Target Reserves	\$ Over (Under) Targets	% Over/(Under) Targets
<b>Sewer - Operations</b>															
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	5,266,484.21			
<b>Sewer Reserve Accounts</b>															
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	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	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	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	4,703,518.89			
<b>Water Operations</b>															
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	51,354.47			
<b>Water - Reserve Accounts</b>															
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	2,783,600.90	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	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	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	3,323,179.90			
<b>Water - Restricted Accounts</b>															
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	1,158,393.98			
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	1,158,393.98			
<b>Total Cash and Equivalents</b>	<b>12,331,414.73</b>	<b>11,733,664.61</b>	<b>11,457,170.35</b>	<b>11,099,272.90</b>	<b>10,873,210.80</b>	<b>13,749,359.23</b>	<b>13,682,812.21</b>	<b>13,313,716.21</b>	<b>12,918,355.84</b>	<b>14,713,661.40</b>	<b>14,214,714.90</b>	<b>14,502,931.45</b>			

**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
<b>Ordinary Income/Expense</b>																
<b>Income</b>																
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	7,069.50	83,202.48	80,000.00	3,202.48	104.0%
<b>4400 · Fees</b>																
4410 · Administrative Fee (New Constr)	569.00			597.00				597.00		597.00		1,194.00	3,554.00	6,000.00	-2,446.00	59.23%
4420 · Administrative Fee (Remodel)														1,000.00	-1,000.00	
4430 · Inspection Fee (New Constr)	538.00			565.00				565.00		565.00		1,130.00	3,363.00	6,000.00	-2,637.00	56.05%
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	597.00	7,133.00	8,000.00	-867.00	89.16%
<b>Total 4400 · Fees</b>	<b>2,123.00</b>	<b>597.00</b>	<b>1,325.00</b>	<b>1,162.00</b>	<b>597.00</b>	<b>419.00</b>	<b>1,016.00</b>	<b>1,162.00</b>	<b>131.00</b>	<b>2,000.00</b>	<b>597.00</b>	<b>2,921.00</b>	<b>14,050.00</b>	<b>22,000.00</b>	<b>-7,950.00</b>	<b>63.86%</b>
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	31,828.79	520,112.71	288,860.00	231,252.71	180.06%
4710 · Sewer Service Charges		2,875.29	1,084.38			1,902,038.09		276,400.20	481.95	1,294,366.40		377,019.87	3,854,266.18	3,712,479.00	141,787.18	103.82%
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	3,788.49	29,252.75	27,000.00	2,252.75	108.34%
4990 · Other Revenue		5.25			9.55			14.71		2,394.20	19.10		2,442.81			
<b>Total Income</b>	<b>10,652.45</b>	<b>104,481.04</b>	<b>11,042.63</b>	<b>10,942.03</b>	<b>29,683.27</b>	<b>2,056,219.42</b>	<b>109,032.80</b>	<b>313,280.03</b>	<b>6,198.09</b>	<b>1,414,250.22</b>	<b>10,388.42</b>	<b>422,627.65</b>	<b>4,498,798.05</b>	<b>4,120,339.00</b>	<b>378,459.05</b>	<b>109.19%</b>
<b>Gross Profit</b>	<b>10,652.45</b>	<b>104,481.04</b>	<b>11,042.63</b>	<b>10,942.03</b>	<b>29,683.27</b>	<b>2,056,219.42</b>	<b>109,032.80</b>	<b>313,280.03</b>	<b>6,198.09</b>	<b>1,414,250.22</b>	<b>10,388.42</b>	<b>422,627.65</b>	<b>4,498,798.05</b>	<b>4,120,339.00</b>	<b>378,459.05</b>	<b>109.19%</b>
<b>Expense</b>																
<b>5000 · Administrative</b>																
5190 · Bank Fees	1,404.72	275.11	325.69	331.64	406.55	346.98	436.27	337.16	333.93	325.96	307.57	883.59	5,715.17	7,000.00	-1,284.83	81.65%
<b>5200 · Board of Directors</b>																
5210 · Board Meetings		300.00	300.00	150.00	300.00	300.00	300.00	847.02	1,430.82	400.00	406.99	400.00	5,134.83	3,000.00	2,134.83	171.16%
5220 · Director Fees		262.50		525.00	337.50		825.00	300.00	1,350.00		2,250.00	450.00	6,300.00	7,500.00	-1,200.00	84.0%
5230 · Election Expenses														75,000.00	-75,000.00	
<b>Total 5200 · Board of Directors</b>		<b>562.50</b>	<b>300.00</b>	<b>675.00</b>	<b>637.50</b>	<b>300.00</b>	<b>1,125.00</b>	<b>1,147.02</b>	<b>2,780.82</b>	<b>400.00</b>	<b>2,656.99</b>	<b>850.00</b>	<b>11,434.83</b>	<b>85,500.00</b>	<b>-74,065.17</b>	<b>13.37%</b>
5250 · Conference Attendance								1,114.50	311.06		845.23		2,270.79	6,000.00	-3,729.21	37.85%
5270 · Information Systems		720.00	273.75	916.75	891.75	225.00	1,187.75	318.75	162.50	725.00	396.88	5,626.25	11,444.38	5,000.00	6,444.38	228.89%
<b>5300 · Insurance</b>																
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%
<b>Total 5300 · Insurance</b>			<b>8,509.72</b>										<b>8,509.72</b>	<b>15,500.00</b>	<b>-6,990.28</b>	<b>54.9%</b>
5350 · LAFCO Assessment												2,887.00	2,887.00	2,500.00	387.00	115.48%
<b>5400 · Legal</b>																
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		25,392.45	15,699.63	77,786.83	200,000.00	-122,213.17	38.89%
5440 · Litigation	708.75	2,961.00	18,773.55	1,466.10	30,509.56	39,368.71		952.50	2,469.55		16,287.51	3,424.00	116,921.23			
<b>Total 5400 · Legal</b>	<b>4,303.50</b>	<b>6,089.00</b>	<b>19,951.55</b>	<b>5,738.60</b>	<b>36,799.81</b>	<b>44,924.46</b>		<b>6,390.00</b>	<b>9,707.55</b>		<b>41,679.96</b>	<b>19,123.63</b>	<b>194,708.06</b>	<b>200,000.00</b>	<b>-5,291.94</b>	<b>97.35%</b>
5510 · Maintenance, Office			325.00	497.38	130.00	152.92	130.00	1,663.92	4,969.48	2,326.15	630.00	260.00	11,084.85	15,000.00	-3,915.15	73.9%
5520 · Meetings, Local												150.00				
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	235.33	8,207.15	2,500.00	5,707.15	328.29%
5550 · Postage		65.26		478.69		65.26		68.70	372.10	68.70	97.00	68.70	1,284.41	400.00	884.41	321.1%
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	244.74	4,294.08	1,500.00	2,794.08	286.27%

**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
<b>5600 · Professional Services</b>																
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	2,517.50	42,907.50	38,000.00	4,907.50	112.91%
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	15,279.10	61,120.81	50,000.00	11,120.81	122.24%
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	87.26	1,191.77	1,000.00	191.77	119.18%
<b>Total 5600 · Professional Services</b>	<b>5,771.05</b>	<b>15,622.79</b>	<b>8,274.01</b>	<b>8,458.39</b>	<b>7,350.56</b>	<b>6,924.29</b>	<b>10,502.78</b>	<b>8,163.27</b>	<b>10,060.55</b>	<b>9,449.02</b>	<b>9,184.89</b>	<b>17,883.86</b>	<b>117,645.46</b>	<b>117,000.00</b>	<b>645.46</b>	<b>100.55%</b>
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	4,586.60	46,661.54	25,000.00	21,661.54	186.65%
5730 · Mileage Reimbursement										112.06		61.33	173.39	1,500.00	-1,326.61	11.56%
5740 · Reference Materials													200.00		-200.00	
5790 · Other Administrative								60.36		2,500.00			2,560.36			
<b>5800 · Labor</b>																
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	1,715.78	20,579.37	19,383.00	1,196.37	106.17%
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	4,219.47	50,036.54	43,823.00	6,213.54	114.18%
5830 · Disability Insurance		295.04	147.52	147.52		295.04	147.52	147.52	108.77		294.94	149.03	1,732.90	2,049.00	-316.10	84.57%
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	1,940.33	18,494.19	23,096.00	-4,601.81	80.08%
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	1,744.00	20,840.38	18,940.00	1,900.38	110.03%
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	9,580.28	114,975.86	123,568.00	-8,592.14	93.05%
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	15,062.87	173,070.96	175,137.00	-2,066.04	98.82%
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	175.00	2,100.00	1,800.00	300.00	116.67%
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	545.92	6,259.05	1,399.00	4,860.05	447.4%
5950 · Staff Standby			43.02										43.02			
<b>Total 5900 · Wages</b>	<b>21,980.67</b>	<b>27,603.86</b>	<b>24,420.46</b>	<b>24,375.86</b>	<b>24,692.16</b>	<b>24,651.10</b>	<b>24,840.54</b>	<b>23,303.16</b>	<b>26,621.09</b>	<b>22,948.18</b>	<b>25,647.74</b>	<b>25,364.07</b>	<b>296,448.89</b>	<b>301,904.00</b>	<b>-5,455.11</b>	<b>98.19%</b>
5960 · Worker's Comp Insurance			2,169.37			681.38			694.11				676.39	4,221.25	2,673.00	157.92%
<b>Total 5800 · Labor</b>	<b>30,206.39</b>	<b>37,349.39</b>	<b>35,495.06</b>	<b>33,228.94</b>	<b>33,298.87</b>	<b>34,083.74</b>	<b>34,994.57</b>	<b>32,721.16</b>	<b>37,322.83</b>	<b>32,175.41</b>	<b>35,668.09</b>	<b>35,809.07</b>	<b>412,353.52</b>	<b>411,868.00</b>	<b>485.52</b>	<b>100.12%</b>
<b>Total 5000 · Administrative</b>	<b>45,184.93</b>	<b>63,207.30</b>	<b>79,174.37</b>	<b>59,720.59</b>	<b>84,337.28</b>	<b>91,759.74</b>	<b>51,150.51</b>	<b>60,837.03</b>	<b>70,997.91</b>	<b>54,298.36</b>	<b>96,600.59</b>	<b>88,670.10</b>	<b>845,938.71</b>	<b>900,668.00</b>	<b>-54,729.29</b>	<b>93.92%</b>
<b>6000 · Operations</b>																
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	8,255.50	1,776.50	3,553.00	64,019.50	35,000.00	29,019.50	182.91%
<b>Total 6200 · Engineering</b>	<b>5,161.00</b>	<b>3,776.50</b>	<b>5,631.00</b>	<b>7,433.50</b>	<b>3,512.00</b>	<b>4,179.00</b>	<b>2,779.00</b>	<b>8,360.00</b>	<b>9,602.50</b>	<b>8,255.50</b>	<b>1,776.50</b>	<b>3,553.00</b>	<b>64,019.50</b>	<b>35,000.00</b>	<b>29,019.50</b>	<b>182.91%</b>
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	560.82	6,003.59	5,500.00	503.59	109.16%
6337 · Landscaping							3,700.00		1,100.00				4,800.00	6,000.00	-1,200.00	80.0%
<b>Total 6330 · Facilities</b>	<b>548.36</b>	<b>427.08</b>	<b>427.08</b>	<b>554.10</b>	<b>427.08</b>	<b>548.36</b>	<b>4,254.10</b>	<b>427.08</b>	<b>1,648.35</b>	<b>554.10</b>	<b>427.08</b>	<b>560.82</b>	<b>10,803.59</b>	<b>11,500.00</b>	<b>-696.41</b>	<b>93.94%</b>
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	2,864.00	48,047.86	45,000.00	3,047.86	106.77%
6420 · Pumping Maintenance, Generators	1,095.75	1,584.00	396.00		1,046.00	522.00							4,643.75			

**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
<b>Total 6400 · Pumping</b>	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	2,864.00	52,691.61	45,000.00	7,691.61	117.09%
6600 · Collection/Transmission																
6660 · Maintenance, Collection System														10,000.00	-10,000.00	
<b>Total 6600 · Collection/Transmission</b>														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		42.63	44.01				22.29		133.61	160.00	-26.39	83.51%
6830 · Truck Repairs				456.61		151.08					559.51		1,167.20	1,000.00	167.20	116.72%
<b>Total 6800 · Vehicles</b>				1,457.74	241.33	491.06	1,074.15	203.06	197.44		1,277.37		4,942.15	2,160.00	2,782.15	228.8%
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	23,682.17	284,186.04	284,186.00	0.04	100.0%
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	141,169.66	1,694,035.92	1,727,328.00	-33,292.08	98.07%
6940 · SAM Maintenance, Collection Sys		2,397.00	4,417.63					21,339.23			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	50,525.27	203,084.15	70,000.00	133,084.15	290.12%
6960 · SAM NDWSCP		166.50			150.00			974.03			3,856.32		5,146.85			
<b>Total 6900 · Sewer Authority Midcoastside</b>	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	215,377.10	2,216,152.98	2,121,514.00	94,638.98	104.46%
<b>Total 6000 · Operations</b>	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	186,458.79	220,292.64	222,354.92	2,348,665.81	2,246,374.00	102,291.81	104.55%
<b>Total Expense</b>	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	240,757.15	316,893.23	311,025.02	3,194,604.52	3,147,042.00	47,562.52	101.51%
<b>Net Ordinary Income</b>	-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	1,173,493.07	-306,504.81	111,602.63	1,304,193.53	973,297.00	330,896.53	134.0%
<b>Other Income/Expense</b>																
<b>Other Income</b>																
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				12,924.00				5,364.00		41,559.12	50,000.00	-8,440.88	83.12%
7152 · Connection Fee Refunds	-26,922.00												-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		8,046.00	73,358.52			
7165 · Meter Pass Thru Costs	-2,007.50		-2,423.63		-1,698.75		-875.25				-806.25	-151.51	-7,962.89			
7170 · Mainline Ext. Pass Thru		-6,952.00											-6,952.00			
<b>Total 7100 · Connection Fees</b>	31,376.50	27,867.04	4,644.97		33,594.25	35,293.00	62,092.75	14,751.00		19,851.00	37,168.75	7,894.49	274,533.75	213,000.00	61,533.75	128.89%
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%
<b>Total 7000 · Capital Account Revenues</b>	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	7,894.49	354,718.98	233,000.00	121,718.98	152.24%
<b>Total Other Income</b>	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	7,894.49	354,718.98	233,000.00	121,718.98	152.24%
<b>Other Expense</b>																
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	18,720.49	30,172.89	32,745.42	255,437.24	1,015,900.00	-760,462.76	25.14%
<b>Total 8000 · Capital Improvement Program</b>	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	18,720.49	30,172.89	32,745.42	255,437.24	1,015,900.00	-760,462.76	25.14%
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%
<b>Total 9000 · Capital Account Expenses</b>	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%

**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												
<b>Total Other Expense</b>	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	19,454.06	31,593.90	32,745.42	275,736.58	1,045,057.00	-769,320.42	26.39%
<b>Net Other Income</b>	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	31,885.67	5,574.85	-24,850.93	78,982.40	-812,057.00	891,039.40	-9.73%
<b>Net Income</b>	<b>-176,489.76</b>	<b>-134,639.36</b>	<b>-263,352.21</b>	<b>-237,567.54</b>	<b>-236,417.84</b>	<b>1,780,464.09</b>	<b>-53,201.37</b>	<b>8,544.94</b>	<b>-295,365.50</b>	<b>1,205,378.74</b>	<b>-300,929.96</b>	<b>86,751.70</b>	<b>1,383,175.93</b>	<b>161,240.00</b>	<b>1,221,935.93</b>	<b>857.84%</b>



**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
<b>Ordinary Income/Expense</b>																
<b>Income</b>																
<b>4400 · Fees</b>																
4410 · Administrative Fee (New Constr)	569.00			597.00			597.00	597.00		597.00		1,194.00	4,151.00	7,000.00	-2,849.00	59.3%
4420 · Administrative Fee (Remodel)														600.00	-600.00	
4430 · Inspection Fee (New Constr)	538.00			565.00			565.00	565.00		565.00		1,130.00	3,928.00	7,000.00	-3,072.00	56.11%
4440 · Inspection Fee (Remodel)														1,000.00	-1,000.00	
4450 · Mainline Extension Fees														3,000.00	-3,000.00	
<b>Total 4400 · Fees</b>	1,107.00			1,162.00			1,162.00	1,162.00		1,162.00		2,324.00	8,079.00	18,600.00	-10,521.00	43.44%
<b>4510 · Grants</b>		136.00											136.00			
<b>4610 · Property Tax Receipts</b>		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	31,828.77	520,112.61	288,860.00	231,252.61	180.06%
<b>4740 · Testing, Backflow</b>	393.00			4,192.00	3,930.00	5,240.00	-131.00	3,144.00	917.00	1,048.00	3,668.00	1,965.00	24,366.00	15,000.00	9,366.00	162.44%
<b>4810 · Water Sales, Domestic</b>	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	111,839.18	1,769,818.34	1,900,000.00	-130,181.66	93.15%
<b>4850 · Water Sales Refunds, Customer</b>	-37.44	-63.70		-1,216.23					-4,522.46					-3,000.00	-2,839.83	194.66%
<b>4990 · Other Revenue</b>		840.25			9.55		10,102.03	14.71		2,394.20	19.10		13,379.84			
<b>Total Income</b>	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	147,956.95	2,330,051.96	2,219,460.00	110,591.96	104.98%
<b>Gross Profit</b>	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	147,956.95	2,330,051.96	2,219,460.00	110,591.96	104.98%
<b>Expense</b>																
<b>5000 · Administrative</b>																
5190 · Bank Fees	1,404.72	275.11	325.69	331.65	406.56	346.98	436.29	337.16	333.94	325.97	307.56	883.59	5,715.22	4,000.00	1,715.22	142.88%
<b>5200 · Board of Directors</b>																
5210 · Board Meetings		300.00	300.00	150.00	300.00	300.00	300.00	847.02	1,430.81	400.00	406.99	400.00	5,134.82	3,000.00	2,134.82	171.16%
5220 · Director Fees		262.50		525.00	337.50		825.00	300.00	1,350.00		2,250.00	450.00	6,300.00	7,500.00	-1,200.00	84.0%
5230 · Election Expenses														75,000.00	-75,000.00	
<b>Total 5200 · Board of Directors</b>		562.50	300.00	675.00	637.50	300.00	1,125.00	1,147.02	2,780.81	400.00	2,656.99	850.00	11,434.82	85,500.00	-74,065.18	13.37%
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		845.22		2,270.78	6,000.00	-3,729.22	37.85%
5270 · Information Systems		720.00	273.75	916.75	891.75	225.00	1,187.75	318.75	162.50	725.00	396.87	5,626.25	11,444.37	5,000.00	6,444.37	228.89%
<b>5300 · Insurance</b>																
5310 · Fidelity Bond														500.00	-500.00	
5320 · Property & Liability Insurance			8,509.72										8,509.72		8,509.72	100.0%
<b>Total 5300 · Insurance</b>			8,509.72										8,509.72	500.00	8,009.72	1,701.94%
5350 · LAFCO Assessment												3,293.00	3,293.00	5,000.00	-1,707.00	65.86%
<b>5400 · Legal</b>																
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		25,392.45	15,699.62	82,947.82	100,000.00	-17,052.18	82.95%
5440 · Litigation						120.00					624.00	688.00	1,432.00			
<b>Total 5400 · Legal</b>	4,914.75	4,253.00	1,178.00	5,652.50	6,890.25	5,675.75		5,821.50	7,590.00		26,016.45	16,387.62	84,379.82	100,000.00	-15,620.18	84.38%
5510 · Maintenance, Office			325.00	497.37	130.00	152.93	130.00	1,663.92	4,969.48	2,326.15	630.00	260.00	11,084.85	15,000.00	-3,915.15	73.9%
5520 · Meetings, Local												150.00	150.00			
5530 · Memberships				4,405.00	16,840.00			930.00				1,387.00	23,562.00	27,000.00	-3,438.00	87.27%
5540 · Office Supplies	139.78	376.69	201.51	434.27	324.83	423.22	2,378.85	1,095.45	165.82	2,301.67	190.56	3,934.63	11,967.28	4,500.00	7,467.28	265.94%
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	68.70	16,191.34	14,000.00	2,191.34	115.65%
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	244.70	4,344.04	5,000.00	-655.96	86.88%

**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
<b>5600 · Professional Services</b>																
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	2,517.50	42,907.50	38,000.00	4,907.50	112.91%
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	22,699.11	68,540.82	65,000.00	3,540.82	105.45%
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	87.28	1,191.89	1,000.00	191.89	119.19%
<b>Total 5600 · Professional Services</b>	<b>5,771.05</b>	<b>6,669.21</b>	<b>8,274.04</b>	<b>8,458.40</b>	<b>7,350.56</b>	<b>6,924.33</b>	<b>10,502.78</b>	<b>8,163.28</b>	<b>10,060.55</b>	<b>9,449.02</b>	<b>9,184.90</b>	<b>25,303.89</b>	<b>116,112.01</b>	<b>129,500.00</b>	<b>-13,387.99</b>	<b>89.66%</b>
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	5,068.11	56,309.08	25,000.00	31,309.08	225.24%
5730 · Mileage Reimbursement	188.02			107.62	7.00	7.00	88.56			112.06		61.32	571.58	1,500.00	-928.42	38.11%
5740 · Reference Materials													800.00		-800.00	
5790 · Other Administrative	487.39					809.04		-891.29	60.35	2,500.00			2,965.49			
<b>5800 · Labor</b>																
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	3,833.15	48,132.37	49,977.00	-1,844.63	96.31%
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	10,110.45	127,518.31	107,276.00	20,242.31	118.87%
5830 · Disability Insurance		680.86	340.43	340.43		680.86	340.43	340.43	206.54		582.66	292.88	3,805.52	5,411.00	-1,605.48	70.33%
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	4,416.73	50,421.38	57,850.00	-7,428.62	87.16%
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	3,512.37	43,908.05	43,897.00	11.05	100.03%
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	9,580.30	114,976.10	123,568.00	-8,591.90	93.05%
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	40,580.87	502,837.31	542,747.00	-39,909.69	92.65%
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	775.00	11,550.00	11,400.00	150.00	101.32%
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	4,573.35	57,005.35	49,935.00	7,070.35	114.16%
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	2,222.00	27,420.71	28,553.00	-1,132.29	96.03%
<b>Total 5900 · Wages</b>	<b>59,494.89</b>	<b>61,648.11</b>	<b>61,126.85</b>	<b>59,460.05</b>	<b>61,496.05</b>	<b>61,812.87</b>	<b>63,061.49</b>	<b>61,214.36</b>	<b>59,861.63</b>	<b>50,283.31</b>	<b>56,598.34</b>	<b>57,731.52</b>	<b>713,789.47</b>	<b>756,203.00</b>	<b>-42,413.53</b>	<b>94.39%</b>
5960 · Worker's Comp Insurance			2,169.37			3,685.28			3,707.75				3,231.97	12,794.37	-10,866.63	54.07%
<b>Total 5800 · Labor</b>	<b>82,006.03</b>	<b>85,479.18</b>	<b>86,531.95</b>	<b>82,351.74</b>	<b>84,300.32</b>	<b>88,777.28</b>	<b>88,264.68</b>	<b>85,348.96</b>	<b>84,888.60</b>	<b>70,557.78</b>	<b>78,733.88</b>	<b>83,129.07</b>	<b>1,000,369.47</b>	<b>1,044,275.00</b>	<b>-43,905.53</b>	<b>95.8%</b>
<b>Total 5000 · Administrative</b>	<b>100,175.62</b>	<b>104,210.49</b>	<b>113,401.53</b>	<b>111,562.35</b>	<b>124,436.36</b>	<b>114,684.35</b>	<b>119,735.97</b>	<b>115,401.90</b>	<b>118,519.79</b>	<b>95,179.63</b>	<b>125,869.56</b>	<b>146,647.88</b>	<b>1,389,825.43</b>	<b>1,487,775.00</b>	<b>-97,949.57</b>	<b>93.42%</b>
<b>6000 · Operations</b>																
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		770.00	8,101.50	38,000.00	-29,898.50	21.32%
<b>Total 6180 · Communications</b>								3,575.00	6.50	3,750.00		770.00	8,101.50	38,000.00	-29,898.50	21.32%
6195 · Education & Training	106.45			700.00			253.15						1,059.60	5,000.00	-3,940.40	21.19%
<b>6200 · Engineering</b>																
6220 · General Engineering	135.00	30.80	11.76			1,512.01	1,237.50		495.00	293.35		1,402.50	5,117.92	20,000.00	-14,882.08	25.59%
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	14,657.50	128,505.00	50,000.00	78,505.00	257.01%
<b>Total 6200 · Engineering</b>	<b>6,288.75</b>	<b>9,765.80</b>	<b>3,201.76</b>	<b>10,566.25</b>	<b>1,953.75</b>	<b>12,658.26</b>	<b>17,344.50</b>	<b>7,575.50</b>	<b>21,117.50</b>	<b>10,750.85</b>	<b>16,340.00</b>	<b>16,060.00</b>	<b>133,622.92</b>	<b>70,000.00</b>	<b>63,622.92</b>	<b>190.89%</b>
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		130.74	875.62	2,000.00	-1,124.38	43.78%

**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
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	1,065.00	16,452.66	15,000.00	1,452.66	109.68%
<b>Total 6330 · Facilities</b>	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	1,195.74	17,328.28	17,000.00	328.28	101.93%
6370 · Lab Supplies & Equipment				61.95	661.90	1,529.23			73.72	811.77	80.15	811.04	4,029.76	4,000.00	29.76	100.74%
6380 · Meter Reading			113.10			113.46		130.16					356.72	500.00	-143.28	71.34%
<b>6400 · Pumping</b>																
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	9,789.03	97,923.52	90,000.00	7,923.52	108.8%
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	
<b>Total 6400 · Pumping</b>	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	9,789.03	117,246.77	105,700.00	11,546.77	110.92%
<b>6500 · Supply</b>																
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			6,141.00			7,323.48			19,654.71	35,000.00	-15,345.29	56.16%
<b>Total 6500 · Supply</b>	545.37	59.43	5,896.18	6,190.23		45.43	6,141.00		10,175.91	7,323.48			36,377.03	52,500.00	-16,122.97	69.29%
<b>6600 · Collection/Transmission</b>																
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		4,526.99	25,374.10	20,000.00	5,374.10	126.87%
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	39.58	18,359.85	10,000.00	8,359.85	183.6%
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	1,352.82	119,334.99	25,000.00	94,334.99	477.34%
<b>Total 6600 · Collection/Transmission</b>	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	5,919.39	282,019.50	120,000.00	162,019.50	235.02%
<b>6700 · Treatment</b>																
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	1,138.60	17,752.37	40,000.00	-22,247.63	44.38%
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	1,984.94	29,166.55	40,000.00	-10,833.45	72.92%
<b>Total 6700 · Treatment</b>	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	3,123.54	55,044.71	95,000.00	-39,955.29	57.94%
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%
<b>6800 · Vehicles</b>																
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	-22.29		400.83	2,000.00	-1,599.17	20.04%
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%
<b>Total 6800 · Vehicles</b>	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	1,778.19		14,826.46	17,000.00	-2,173.54	87.21%
6890 · Other Operations								171.05		2,200.00			2,371.05			
<b>Total 6000 · Operations</b>	26,888.09	41,612.54	47,892.04	31,206.60	89,085.94	60,492.67	50,618.36	40,084.82	129,304.92	56,550.09	72,437.05	37,668.74	683,841.86	549,700.00	134,141.86	124.4%
<b>Total Expense</b>	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	151,729.72	198,306.61	184,316.62	2,073,667.29	2,037,475.00	36,192.29	101.78%
<b>Net Ordinary Income</b>	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	61,068.68	3,395.94	-36,359.67	256,384.67	181,985.00	74,399.67	140.88%
<b>Other Income/Expense</b>																
<b>Other Income</b>																
<b>7000 · Capital Account Revenues</b>																
<b>7100 · Connection Fees</b>																
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%

**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
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				654.00	13,355.11			
7165 · Meter Pass Thru Costs			855.33		-1,423.50	330.00	-875.25	681.50	660.00		-417.75	1,980.81	1,791.14			
7170 · Mainline Ext. Pass Thru			-71,550.00								-4,489.20		-76,039.20			
<b>Total 7100 · Connection Fees</b>	<b>28,380.00</b>	<b>11,800.00</b>	<b>-27,269.06</b>	<b>16,092.00</b>	<b>36,246.50</b>	<b>85,392.50</b>	<b>-875.25</b>	<b>13,041.50</b>	<b>16,411.00</b>	<b>14,546.00</b>	<b>30,406.05</b>	<b>2,634.81</b>	<b>226,806.05</b>	<b>200,000.00</b>	<b>26,806.05</b>	<b>113.4%</b>
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	14,260.56	113,062.73			
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	115,201.86	993,631.41	983,546.00	10,085.41	101.03%
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%
<b>Total 7000 · Capital Account Revenues</b>	<b>31,436.73</b>	<b>17,978.86</b>	<b>-19,195.19</b>	<b>25,561.73</b>	<b>58,250.66</b>	<b>1,066,419.25</b>	<b>13,550.31</b>	<b>166,769.71</b>	<b>33,329.72</b>	<b>631,768.97</b>	<b>47,917.67</b>	<b>132,097.23</b>	<b>2,205,885.65</b>	<b>2,183,546.00</b>	<b>22,339.65</b>	<b>101.02%</b>
<b>Total Other Income</b>	<b>31,436.73</b>	<b>17,978.86</b>	<b>-19,195.19</b>	<b>25,561.73</b>	<b>58,250.66</b>	<b>1,066,419.25</b>	<b>13,550.31</b>	<b>166,769.71</b>	<b>33,329.72</b>	<b>631,768.97</b>	<b>47,917.67</b>	<b>132,097.23</b>	<b>2,205,885.65</b>	<b>2,183,546.00</b>	<b>22,339.65</b>	<b>101.02%</b>
<b>Other Expense</b>																
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	71,622.33	54,982.60	30,466.25	483,132.04	1,239,000.00	-755,867.96	38.99%
<b>Total 8000 · Capital Improvement Program</b>	<b>41,627.18</b>	<b>23,909.89</b>	<b>24,730.00</b>	<b>24,397.50</b>	<b>42,253.25</b>	<b>49,842.61</b>	<b>56,976.56</b>	<b>26,990.35</b>	<b>35,333.52</b>	<b>71,622.33</b>	<b>54,982.60</b>	<b>30,466.25</b>	<b>483,132.04</b>	<b>1,239,000.00</b>	<b>-755,867.96</b>	<b>38.99%</b>
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		60,602.33	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%
<b>Total 9000 · Capital Account Expenses</b>	<b>434.73</b>	<b>6,792.99</b>	<b>840.11</b>	<b>31,638.50</b>	<b>809.86</b>	<b>4,794.68</b>	<b>779.46</b>	<b>33,187.65</b>	<b>748.91</b>	<b>833.58</b>	<b>31,209.85</b>		<b>112,070.32</b>	<b>142,418.00</b>	<b>-30,347.68</b>	<b>78.69%</b>
<b>Total Other Expense</b>	<b>42,061.91</b>	<b>30,702.88</b>	<b>25,570.11</b>	<b>56,036.00</b>	<b>43,063.11</b>	<b>54,637.29</b>	<b>57,756.02</b>	<b>60,178.00</b>	<b>36,082.43</b>	<b>72,455.91</b>	<b>86,192.45</b>	<b>30,466.25</b>	<b>595,202.36</b>	<b>1,381,418.00</b>	<b>-786,215.64</b>	<b>43.09%</b>
<b>Net Other Income</b>	<b>-10,625.18</b>	<b>-12,724.02</b>	<b>-44,765.30</b>	<b>-30,474.27</b>	<b>15,187.55</b>	<b>1,011,781.96</b>	<b>-44,205.71</b>	<b>106,591.71</b>	<b>-2,752.71</b>	<b>559,313.06</b>	<b>-38,274.78</b>	<b>101,630.98</b>	<b>1,610,683.29</b>	<b>802,128.00</b>	<b>808,555.29</b>	<b>200.8%</b>
<b>Net Income</b>	<b>23,943.79</b>	<b>119,355.74</b>	<b>-55,547.54</b>	<b>-5,458.31</b>	<b>-28,532.14</b>	<b>1,114,304.98</b>	<b>56,572.96</b>	<b>83,411.94</b>	<b>-91,757.67</b>	<b>620,381.74</b>	<b>-34,878.84</b>	<b>65,271.31</b>	<b>1,867,067.96</b>	<b>984,113.00</b>	<b>882,954.96</b>	<b>189.72%</b>

## Montara Water & Sanitary District

### Check Detail

July 24 - 28, 2023

Date	Num	Name	Paid Amount
<b>Warrants For the Board of Directors Consent Agenda 8/3/2023</b>			
SPLIT			
07/27/2023	14074	A-B Communications	-176.38
07/27/2023	14075	AT&T	-5,601.23
07/27/2023	14076	AT&T	-1,057.54
07/27/2023	14077	AT&T	-40.00
07/27/2023	14078	AT&T	-1,051.55
07/27/2023	14081	Bay Alarm Company	-267.00
07/27/2023	14082	Bay Alarm Company	-254.04
07/27/2023	14084	Cintas	-176.86
07/27/2023	14085	Column Software PBC	-429.00
07/27/2023	14086	CSRMA	-24,219.50
07/27/2023	14087	Fitzgerald Law Offices REPLACES CHK 13925	-20,383.38
07/27/2023	14089	James Ford, Inc.	-31,338.78
07/27/2023	14090	James Ford, Inc.	-1,900.00
07/27/2023	14091	Kastama Strategic Consulting	-2,774.23
07/27/2023	14092	KBA Document Solutions	-101.47
07/27/2023	14093	Lingo	-189.99
07/27/2023	14097	ODP Business Solutions	-441.43
07/27/2023	14100	Pacific Gas & Electric	-7,099.71
07/27/2023	14101	PARS	-869.46
07/27/2023	14105	Standard Insurance Co.	-481.94
07/27/2023	14106	Techno Copier Systems	-407.04

## Montara Water & Sanitary District

### Check Detail

July 24 - 28, 2023

Date	Num	Name	Paid Amount
<b>WATER</b>			
07/27/2023	14079	AT&T Mobility	-640.20
07/27/2023	14080	Balance Hydrologics, Inc.	-16,565.43
07/27/2023	14083	BSK Lab	-757.01
07/27/2023	14094	MWSD Sewer to GO BOND	-21,060.45
07/27/2023	14095	North Coast County Water District	-450.00
07/27/2023	14099	Pacific Gas & Electric	-1,622.00
07/27/2023	14107	Underground Republic Water Works REPLACES 13945	-2,493.96
07/27/2023	14108	Underground Service Alert	-683.97
07/27/2023	14109	Wells Fargo Remittance Center	-7,959.35

# Montara Water & Sanitary District

## Check Detail

July 24 - 28, 2023

Date	Num	Name	Paid Amount	
<b>SEWER</b>				
07/27/2023	14088	Hue & Cry Security Systems, Inc.	-430.08	
07/27/2023	14096	Nute Engineering	-27,541.45	
07/27/2023	14098	PAC MACHINE CO., INC.	-66,405.47	
07/27/2023	14102	Sewer Authority Mid-Coastside	-29,492.28	
07/27/2023	14103	Sewer Authority Mid-Coastside	-24,571.83	
07/27/2023	14104	Sewer Authority Mid-Coastside	-118,801.91	



## MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 3, 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 June 2023**

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

- Flow Report for June 2023.
- Collection System Monthly Overflow Report – June 2023.

The Average Daily Flow for Montara was 0.252 MGD in June 2023 . There was 0 reportable overflows in June in the Montara System. SAM indicates there were 0.16 inches of rain in June 2023 in Montara.

### RECOMMENDATION:

Review and file.

Attachments



# Sewer Authority Mid-Coastside

## Monthly Collection System Activity/SSO Distribution Report, June 2023

**June 2023**

	<b>Total</b>	<i>Number of S.S.O's</i>			
		<b>HMB</b>	<b>GCS D</b>	<b>MWSD</b>	<b>SAM</b>
Roots	0	0	0	0	0
Grease	0	0	0	0	0
Mechanical	0	0	0	0	0
Wet Weather	0	0	0	0	0
Other	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**12 Month Moving Total**

	<b>Total</b>	<i>12 month rolling Number</i>			
		<b>HMB</b>	<b>GCS D</b>	<b>MWSD</b>	<b>SAM</b>
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
<b>Total</b>	<b>16</b>	<b>5</b>	<b>1</b>	<b>4</b>	<b>6</b>
		<b>31%</b>	<b>6%</b>	<b>25%</b>	<b>38%</b>

**Reportable SSOs**

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

**SSOs / Year / 100 Miles**

	<b>Total</b>	<i>Number of S.S.O.'s /Year/100 Miles</i>			
		<b>HMB</b>	<b>GCS D</b>	<b>MWSD</b>	<b>SAM</b>
June 2023	0.0	0.0	0.0	0.0	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
Category 4	0.0	0.0	0.0	0.0	0.0
Miles of Sewers	104.5	37.0	33.2	27.0	7.3
		35.4%	31.8%	25.8%	7.0%

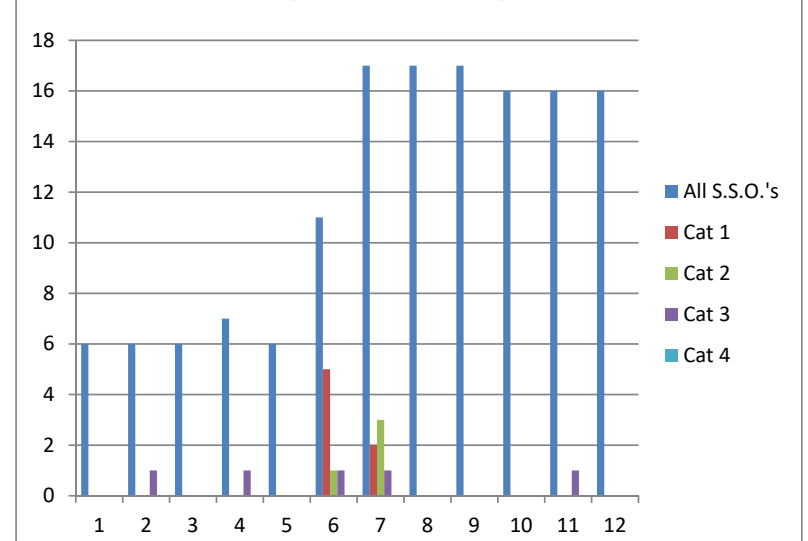
**12 Month Rolling Total Sewer Cleaning Summary**

Month	HMB	GCS D	MWSD	Total Feet	Total Miles
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
June - 23	11,096	10,472	5,375	26,943	5.1

Annual ft	135,237	124,565	88,993	348,795	
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Annual Mi.	25.6	23.6	16.9		66.1
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**12 Month Moving SSO Totals Through June 2023**



Attachment C

# Attachment A

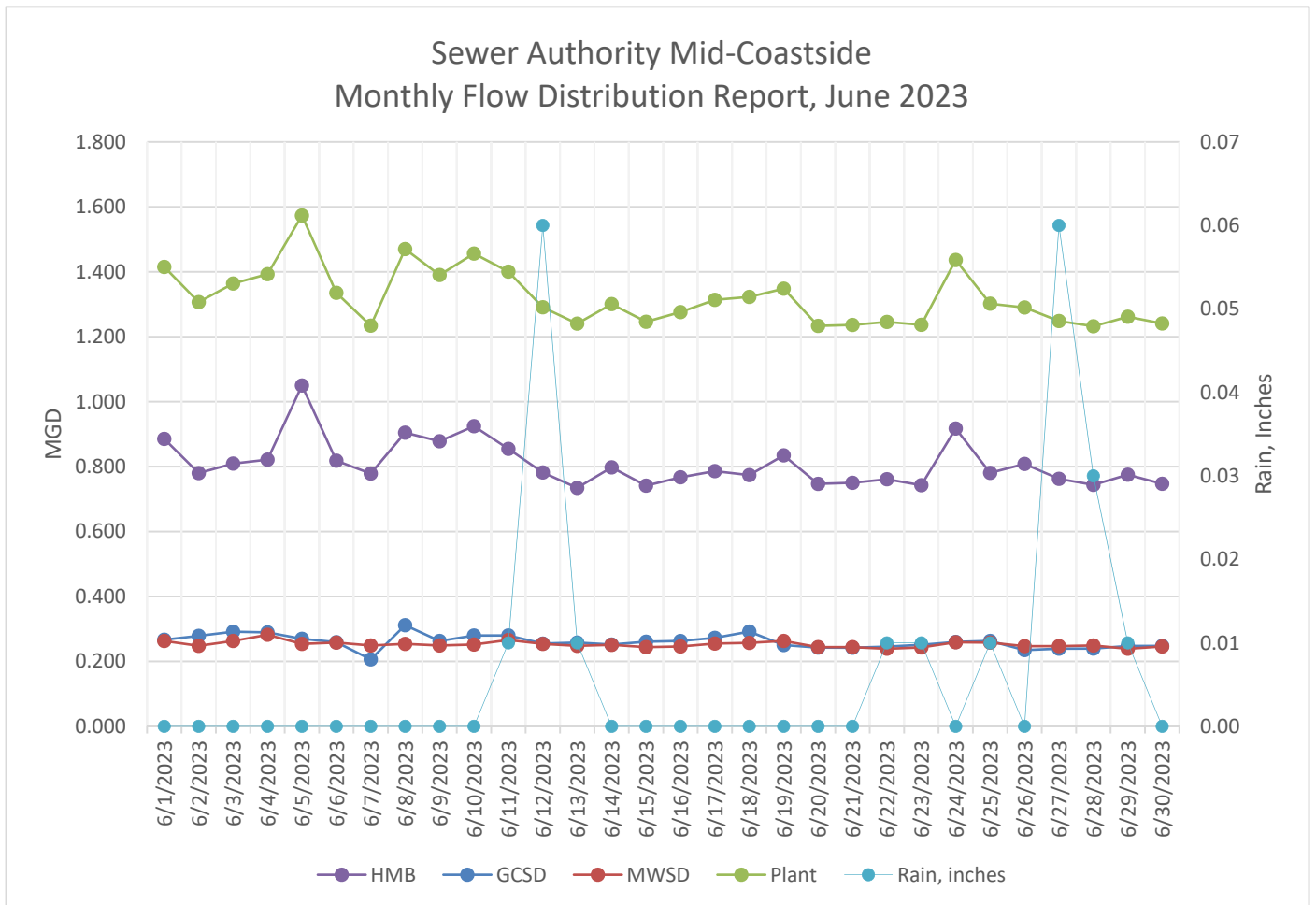
## Flow Distribution Report Summary for June 2023

The daily flow report figures for the month of June 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	0.809	61.19%
Granada Community Services District	0.260	19.71%
Montara Water and Sanitary District	<u>0.252</u>	<u>19.10%</u>
Total	1.321	100.0%



# Sewer Authority Mid-Coastside

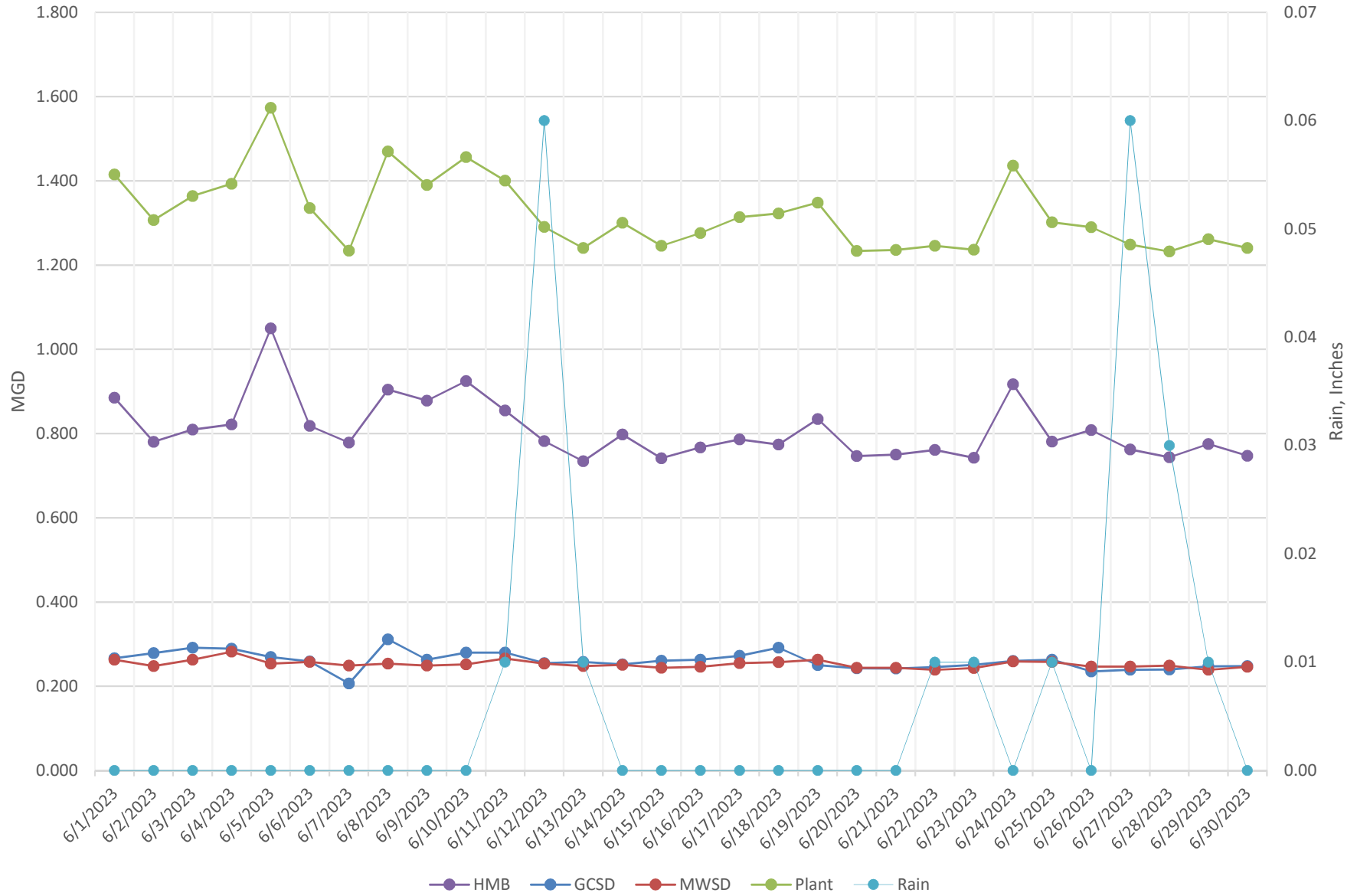
## Monthly Flow Distribution Report for June 2023

<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>
6/1/2023	0.885	0.267	0.263	1.415	0.00	0.00	0.00
6/2/2023	0.780	0.279	0.248	1.307	0.00	0.00	0.00
6/3/2023	0.809	0.292	0.263	1.364	0.00	0.00	0.00
6/4/2023	0.821	0.289	0.282	1.393	0.00	0.00	0.00
6/5/2023	1.050	0.270	0.254	1.573	0.00	0.00	0.00
6/6/2023	0.818	0.259	0.258	1.335	0.00	0.00	0.00
6/7/2023	0.779	0.206	0.249	1.234	0.00	0.00	0.00
6/8/2023	0.904	0.312	0.254	1.470	0.00	0.00	0.00
6/9/2023	0.878	0.263	0.249	1.390	0.00	0.00	0.00
6/10/2023	0.924	0.280	0.252	1.456	0.00	0.00	0.00
6/11/2023	0.855	0.280	0.266	1.401	0.01	0.01	0.01
6/12/2023	0.782	0.255	0.254	1.291	0.06	0.02	0.03
6/13/2023	0.734	0.258	0.248	1.240	0.01	0.00	0.00
6/14/2023	0.798	0.252	0.251	1.301	0.00	0.00	0.00
6/15/2023	0.741	0.261	0.244	1.246	0.00	0.00	0.00
6/16/2023	0.767	0.263	0.246	1.276	0.00	0.00	0.00
6/17/2023	0.786	0.273	0.255	1.314	0.00	0.00	0.00
6/18/2023	0.774	0.292	0.257	1.323	0.00	0.00	0.00
6/19/2023	0.835	0.250	0.263	1.348	0.00	0.00	0.00
6/20/2023	0.747	0.243	0.244	1.233	0.00	0.00	0.00
6/21/2023	0.750	0.242	0.244	1.236	0.00	0.00	0.00
6/22/2023	0.761	0.245	0.239	1.246	0.01	0.00	0.00
6/23/2023	0.743	0.251	0.243	1.237	0.01	0.00	0.02
6/24/2023	0.917	0.260	0.259	1.436	0.00	0.00	0.00
6/25/2023	0.781	0.263	0.258	1.302	0.01	0.01	0.01
6/26/2023	0.808	0.235	0.247	1.290	0.00	0.00	0.00
6/27/2023	0.762	0.239	0.247	1.248	0.06	0.07	0.04
6/28/2023	0.744	0.240	0.249	1.232	0.03	0.04	0.04
6/29/2023	0.775	0.248	0.239	1.262	0.01	0.01	0.01
6/30/2023	0.747	0.248	0.246	1.241	0.00	0.00	0.00
<b>Totals</b>	<b>24.256</b>	<b>7.812</b>	<b>7.571</b>	<b>39.639</b>	<b>0.21</b>	<b>0.16</b>	<b>0.16</b>

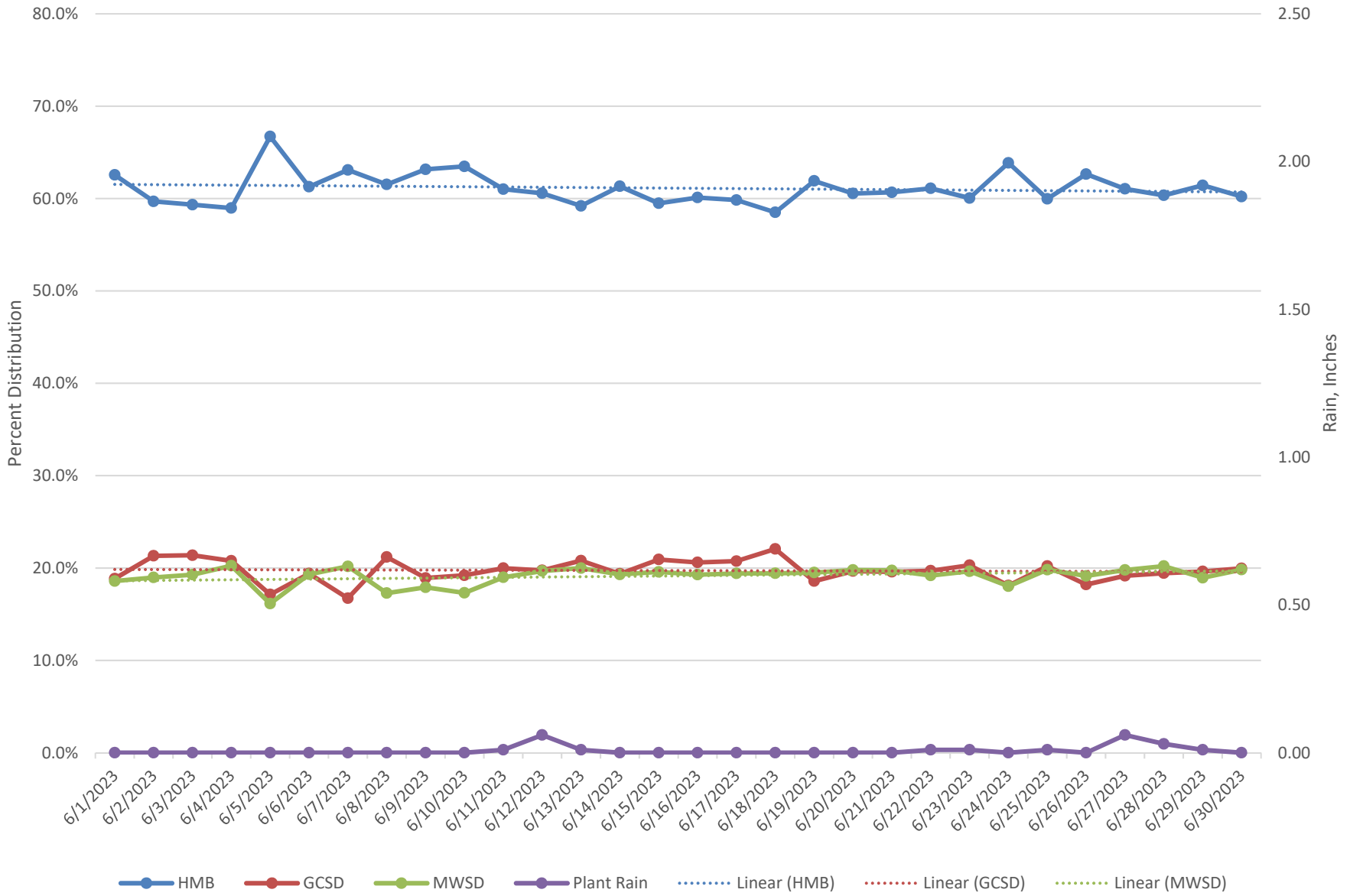
### Summary

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.734	0.206	0.239	1.232
<b>Average</b>	<b>0.809</b>	<b>0.260</b>	<b>0.252</b>	<b>1.321</b>
Maximum	1.050	0.312	0.282	1.573
<b>Distribution</b>	<b>61.19%</b>	<b>19.71%</b>	<b>19.10%</b>	<b>100.0%</b>

## Sewer Authority Mid-Coastside Monthly Flow Distribution Report, June 2023

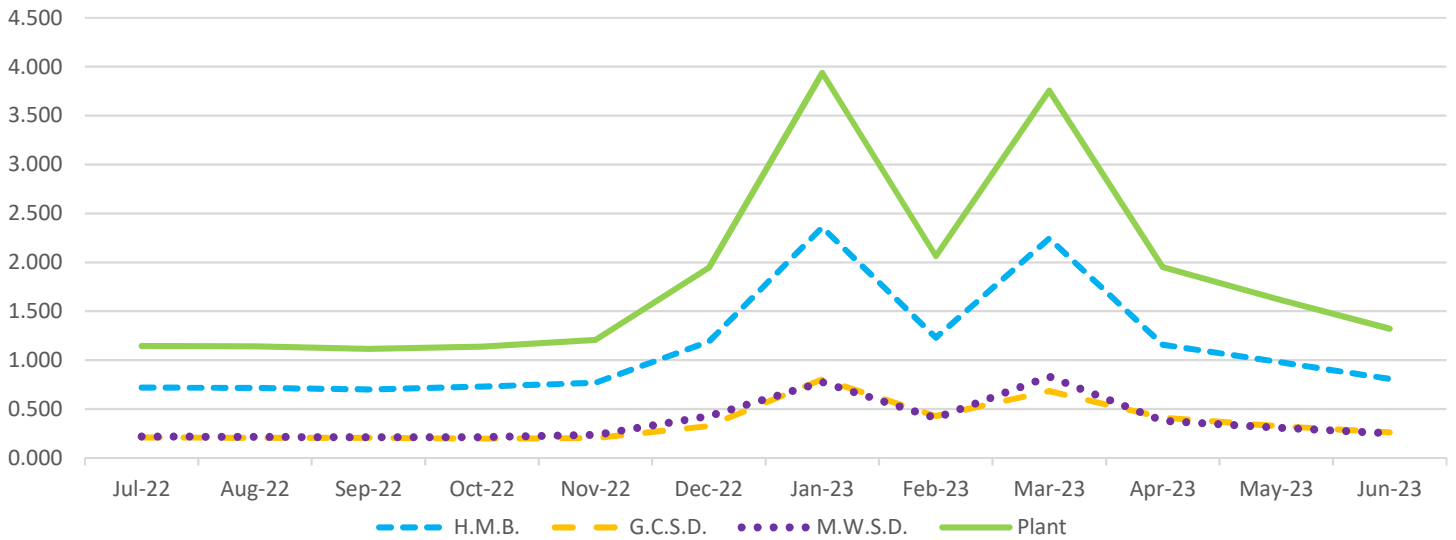


## Percent Distribution June 2023

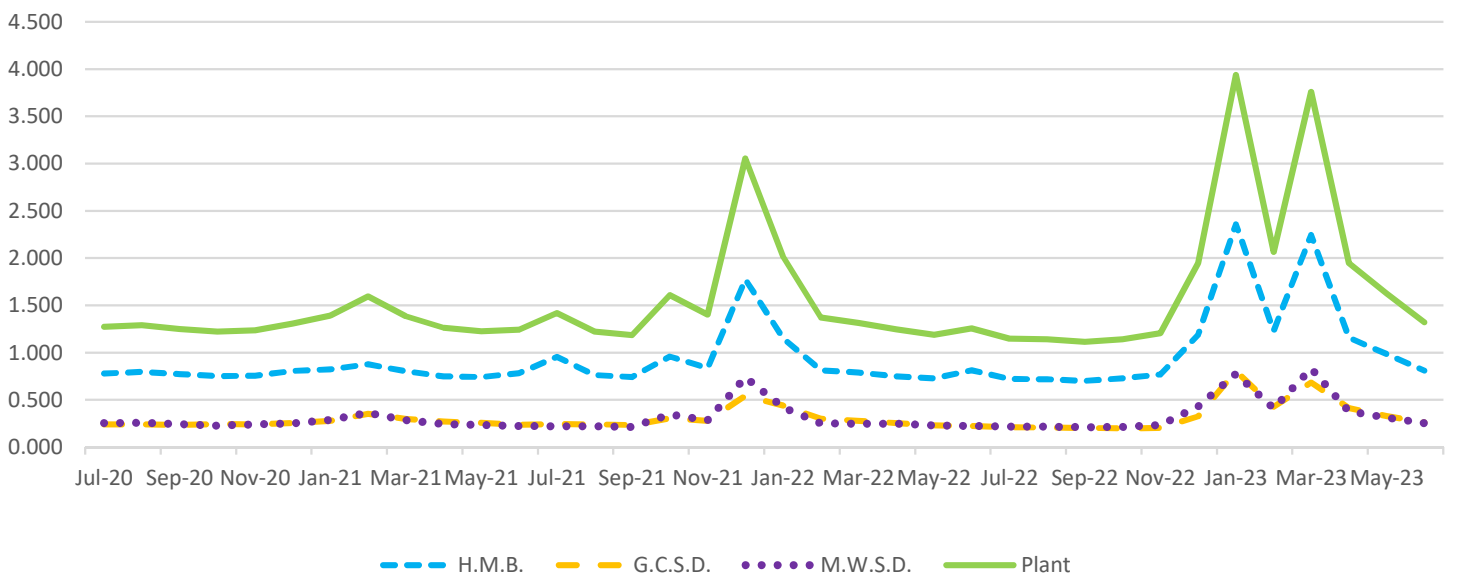


### Most recent flow calibration March 2021 PS, March 2021 Plant

One Year Flow Chgart  
July 2022 - June 2023

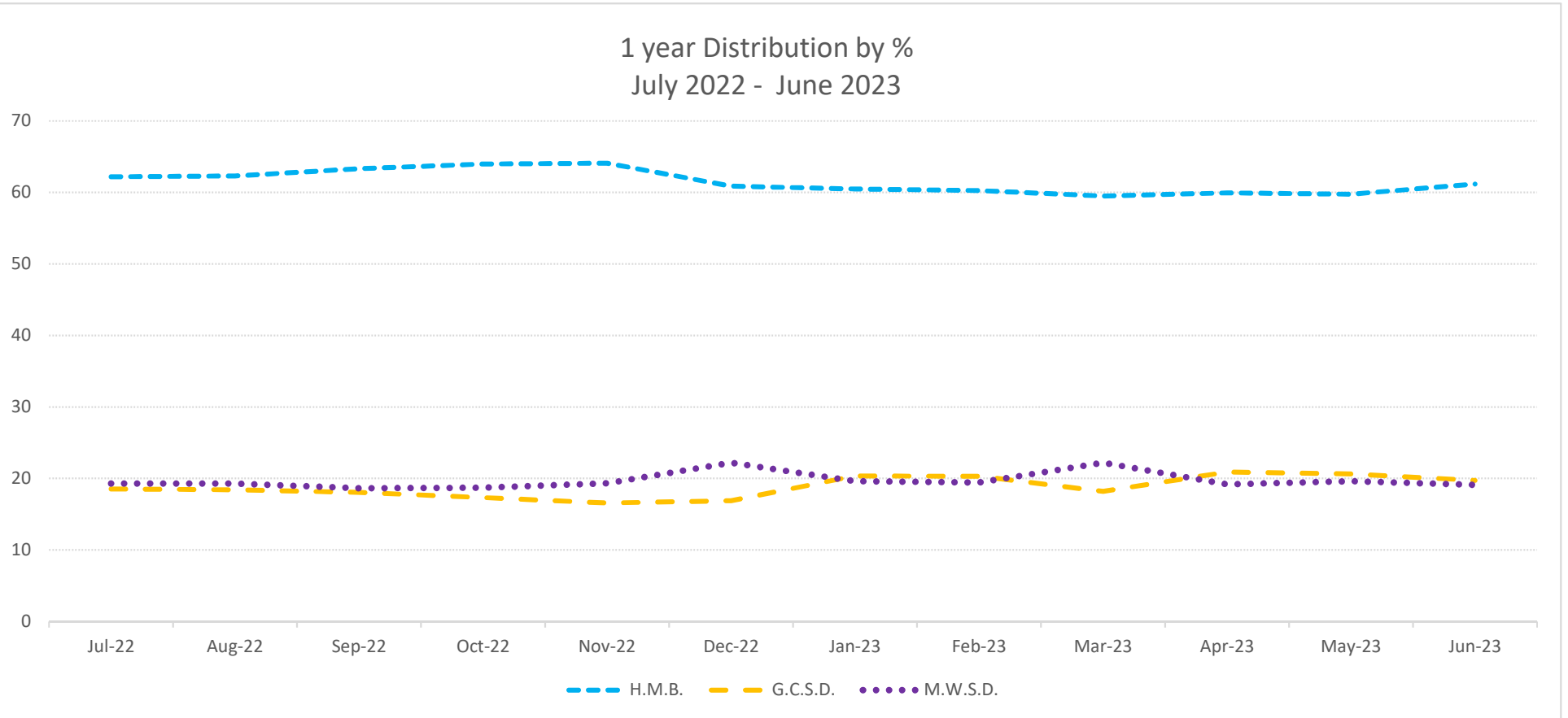


Three Year Flow Chart  
July 2020 - June 2023



# Flow based percent distribution based for past year

1 year Distribution by %  
July 2022 - June 2023






# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: August 3, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Review of Current Investment Portfolio**

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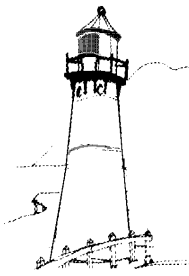
The District's Investment Policy and Guidelines requires that the Board review the status of the current investment portfolio. The following summarizes the status of these accounts:

- 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 June 2023 was 3.167%.
- The District has most of its idle water funds deposited in the California Asset Management Program (CAMP). The current 7 day yield for 7/28/23 was 5.36%.
- The District has one checking account with Wells Fargo Bank for Water and Sewer Funds that is largely backed by Federal securities.

## RECOMMENDATION:

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





# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 3, 2023**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *[Signature]*

**SUBJECT: Connection Permit Applications Received**

As of August 3, 2023 the following new **Sewer Connection Permit** application was received since the last report:

Date of Application	Property Owner	Site Address	Home Size

As of August 3, 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

As of August 3, 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

RECOMMENDATION:

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



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of August 3rd, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Monthly Water Production Report**

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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:

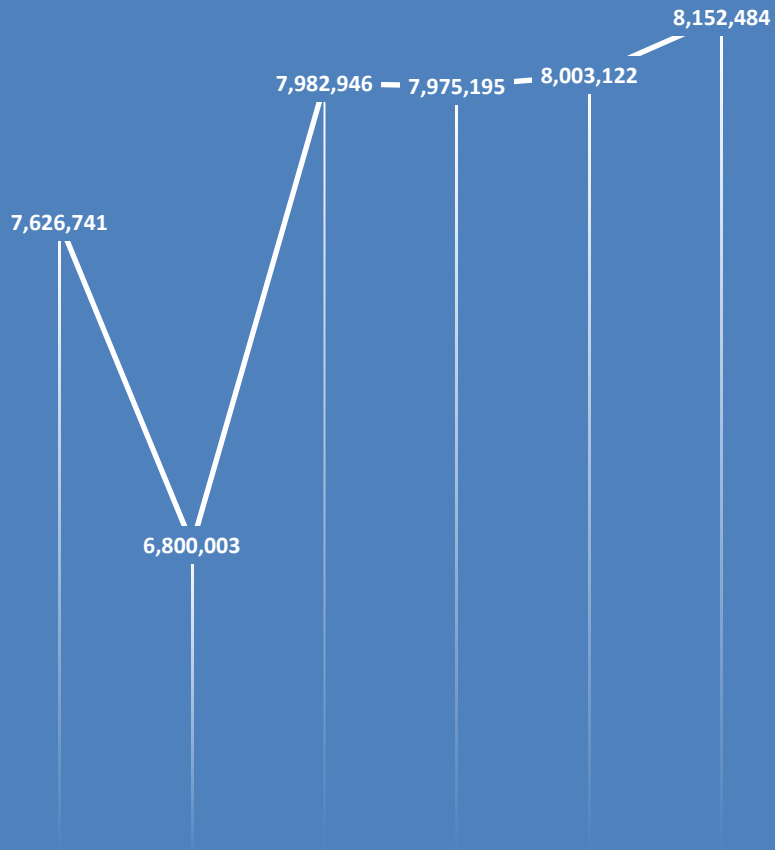
No action is required. These reports are provided for the Board's information only.

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	8,152,484						

MONTH



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting of August 3rd, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Rain Report**

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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.

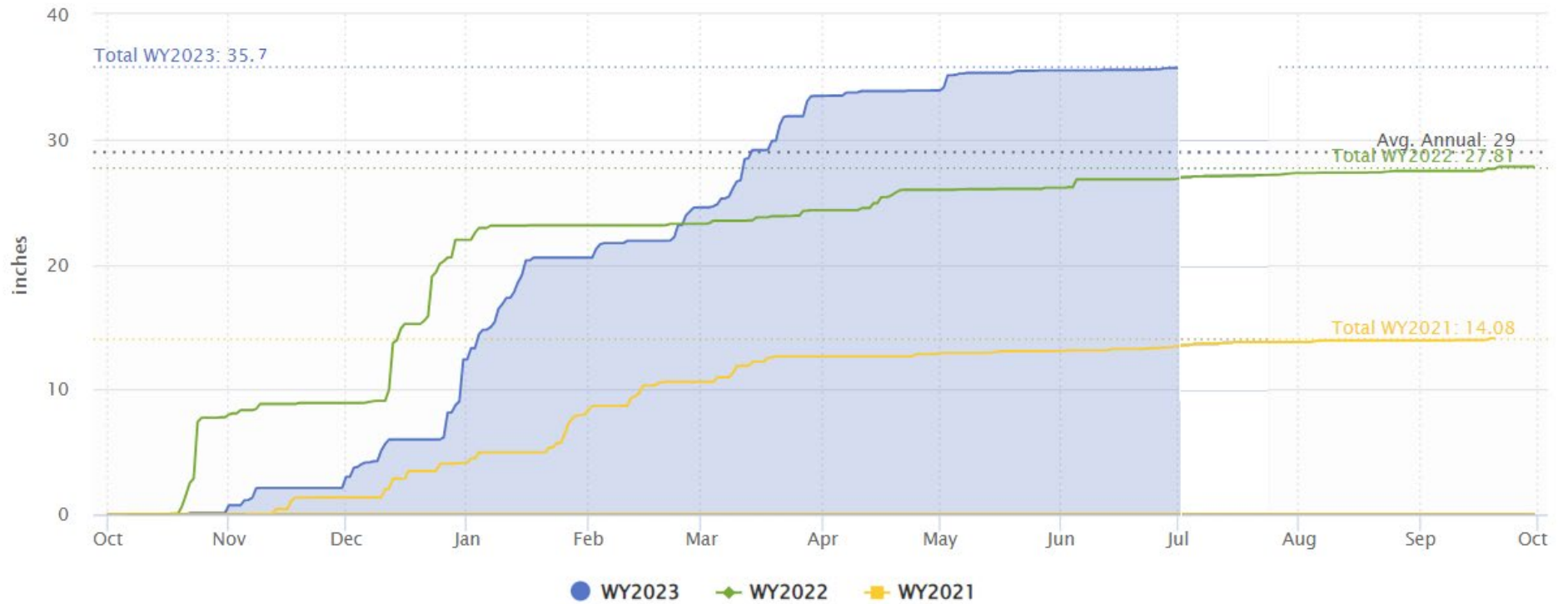
## RECOMMENDATION:

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: August 3rd, 2023

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

**SUBJECT: Monthly Solar Energy Report**

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The attached chart summarizes the monthly solar production at the Alta Vista Array. Since the installation of the solar panels the District produced 50,200 kWh and saved 85,339 lbs of CO<sub>2</sub>.

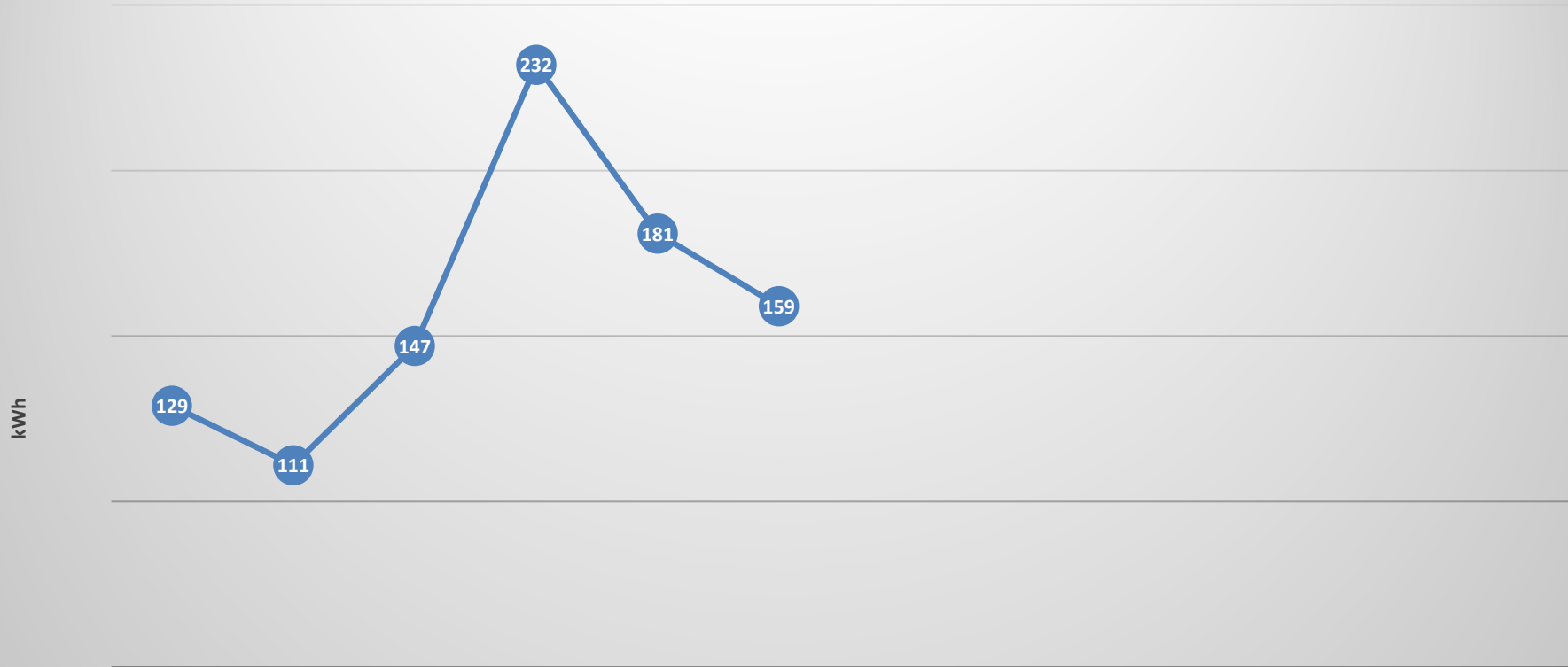
## RECOMMENDATION:

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	159						



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 3, 2023**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

A handwritten signature in black ink, appearing to be 'C Heldmaier', written in a cursive style.

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

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The District has received the monthly PARS report for May 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  
5/1/2023 to 5/31/2023**

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 5/1/2023	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 5/31/2023
Contributions	\$1,320,252.99	\$9,661.46	(\$12,880.19)	\$601.00	\$1,162.26	\$0.00	\$1,315,271.00
<b>TOTAL</b>	<b>\$1,320,252.99</b>	<b>\$9,661.46</b>	<b>(\$12,880.19)</b>	<b>\$601.00</b>	<b>\$1,162.26</b>	<b>\$0.00</b>	<b>\$1,315,271.00</b>

### 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	-0.97%	1.65%	-0.34%	7.11%	5.63%	-	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.

## May 2023 PARS Statement Detail

PARS beginning Balance as of May 1, 2023                      \$ 1,320,252.99

**Contributions:**

April 15, 2023 Calculation

Wages paid	<b>32,128.59</b>			
Employer - 7.30%		\$	<b>2,340.91</b>	
Employee - 7.75%		\$	<b>2,485.21</b>	
Contribution subtotal				\$ 4,826.11

Fund Impact - PARS Wages		
Sewer	Water	Total
11,294.30	20,834.30	<b>32,128.59</b>
824.48	1,520.90	<b>2,345.39</b>

April 30, 2023 Calculation

Wages paid	<b>32,128.59</b>			
Employer - 7.30%		\$	<b>2,345.39</b>	
Employee - 7.75%		\$	<b>2,489.97</b>	
Contribution Subtotal				\$ 4,835.35

Fund Impact - PARS Wages		
Sewer	Water	Total
11,294.30	20,834.30	<b>32,128.59</b>
824.48	1,520.90	<b>2,345.39</b>

Total Contributions thru April                                      \$ 9,661.47

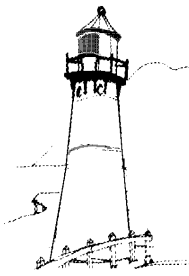
Rounding    \$ (0.01)

Earnings/(Losses)    \$ (12,880.19)

Expenses    \$ (601.00)

Distributions    \$ (1,162.26)

PARS Ending Balance as of May 31, 2023                      \$ 1,315,271.00



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 3, 2023**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Review and Possible Action Concerning Authorization to AWARD THE CONTRACT FOR CONSTRUCTION OF the SEWER IMPROVEMENT PROJECT and SPOT REPAIRS 2022-2023.**

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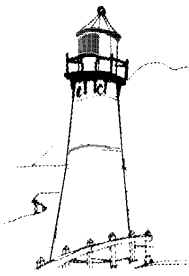
In accordance with the revised 5-year Capital Improvement Plan (CIP) and working with SAM sewer maintenance staff: bids have been received for the SEWER IMPROVEMENT PROJECT and SPOT REPAIRS 2022-2023 (SIP 22-23). The current FY CIP continues the rehabilitation of Medium and High Priority Sewer Mains, and lateral connection repairs and spot repairs. Also, additional CCTV inspections are planned for the purpose of reducing Sanitary Sewer Overflows and Inflow and Infiltration in the District's sewer collection system. 2022-23 Sewer Budget is \$2,394,485. SIP 22-23 above is estimated to cost \$1.7M for the Base Bid, and \$950K for the Alternate Bid work for construction and management, for a total SIP of \$2.65M, requiring up to ~\$250K to be taken from reserves.

The District calls for sealed bids were submitted to the District by 2:00 PM on July 13<sup>th</sup>, 2023 for the award of a Contract for the construction of improvements in the District in strict accordance with the Plans and Specifications therefor entitled, "SEWER IMPROVEMENT PROJECT and SPOT REPAIRS 2022-2023" with a date of June 2023, prepared by Nute Engineering, Civil and Sanitary Consultants.

The work for SIP 2022-2023 includes the furnishing of all labor, materials and equipment for the construction and rehabilitation of sanitary sewer mains primarily by pipe bursting near 7<sup>th</sup> at HWY1, Cedar and Birch, Park Way and Marine, Alton, Bernal, Harte, Crecent, Howells, Ivy, including lower laterals, miscellaneous spot repairs, and CCTV of sewers, together with all appurtenances, for the complete project as described in the Plans and Specifications. The engineers estimate for the base bid and alternative bid work was \$1.6M and \$600K respectively.

Four responsive bids were submitted with a range from \$1,414,841.00 to \$2,246,000.00 for the base bid. and the lowest responsive and responsible bidder was Hardiman Construction, Inc., for \$1,414,841.00 for the base Bid and \$488,055.00 for the Alternate Bid; we recommend that the combined contract amount of \$1,902,896.00 be awarded to Hardiman Construction, Inc., for both the Base Bid and the Alternate Bid.

Pippin Cavagnaro, P.E. from Nute Engineering, will be available to present the Project and answer any questions the Board might have.



# **MONTARA WATER AND SANITARY DISTRICT AGENDA**

**For Meeting Of: August 3, 2023**

**TO: BOARD OF DIRECTORS**

**FROM: Clemens Heldmaier, General Manager**

## **RECOMMENDATION:**

Authorize the General Manager to AWARD THE CONTRACT TO HARDIMAN CONSTRUCTION, INC., FOR THE SEWER IMPROVEMENT PROJECT and SPOT REPAIRS 2022-2023 BASE BID AND ALTERNATIVE BID and adopt RESOLUTION NO. \_\_\_\_\_, RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT APPROVING CONTRACT DOCUMENTS AND AUTHORIZING AWARD OF THE CONTRACT FOR CONSTRUCTION OF THE PROJECT TO HARDIMAN CONSTRUCTION, INC. ACKNOWLEDGING AND AUTHORIZING THE FILING OF NOTICE OF EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

Attachment

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

### RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT APPROVING THE AWARD OF FISCAL YEAR 22-23 CONTRACT FOR CONSTRUCTION OF THE SEWER IMPROVEMENT PROJECT and SPOT REPAIRS 2022–2023

**WHEREAS**, contract documents for the Fiscal Year 22-23 “SEWER IMPROVEMENT PROJECT and SPOT REPAIRS 2022-2023” project (“Project”) have been submitted to and reviewed by this Board; and

**WHEREAS**, in response to the advertisement for bids for the Project, four (4) bids were received and Hardiman Construction, Inc. is the lowest responsible bidder for the Project; and

**WHEREAS**, this Board desires to approve said documents, the design therefor, and to authorize the award of contract for construction of the project;

### **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF THE MONTARA WATER AND SANITARY DISTRICT, A PUBLIC AGENCY IN THE COUNTY OF SAN MATEO, CALIFORNIA, AS FOLLOWS:**

1. The contract documents, including the plans and specifications, for the Fiscal Year 22-23 SEWER IMPROVEMENT PROJECT and SPOT REPAIRS 2022-2023 (“Project”) and the design of the Project are hereby approved.

2. The Base and Alternative Bid of Hardiman Construction, Inc., in the amount of \$1,902,896.00 in accordance with said bidder’s proposal for the Project, is hereby accepted and said bidder is hereby found and declared to be the lowest responsible bidder for the Project.

3. Any and all informalities in the above-mentioned bid, if any, are hereby waived.

4. The General Manager is hereby authorized and directed to award the Contract to Hardiman Construction, Inc. and to execute, or cause to be executed, an agreement for the above referenced bid for and on behalf of the District, and to return to all unsuccessful bidders and to the successful bidder upon execution by it of the aforementioned agreement, all securities guaranteeing execution of the agreement upon award.

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

COUNTERSIGNED:

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

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

**RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT  
APPROVING THE AWARD OF FISCAL YEAR 22-23 CONTRACT FOR  
CONSTRUCTION OF THE SEWER IMPROVEMENT PROJECT and SPOT  
REPAIRS 2022–2023**

\* \* \* \* \*

I HEREBY CERTIFY that the foregoing Resolution No. \_\_\_\_\_ was duly and regularly adopted and passed by the Board of the Montara Water and Sanitary District, San Mateo County, California, at a meeting thereof held on the 3<sup>rd</sup> day of August 2023, by the following vote:

AYES, Directors:

NOES, Directors:

ABSENT, Directors:

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





July 31, 2023

Mr. Clemens Heldmaier, General Manager  
Montara Water & Sanitary District  
8888 Cabrillo Highway  
P.O. Box 370131  
Montara, CA 94037

Re: 2022-2023 Sewer Improvement Project and Spot Repairs

Dear Clemens:

On July 13, 2023, four bids were received for the above-referenced project. A spreadsheet comparing these bids is enclosed.

The lowest apparent Base Bid of \$1,414,841.00 was submitted by Hardiman Construction, Inc. of Larkspur. In addition, Hardiman Construction's Additive Alternate Bid was \$488,055.00. The combined total Base Bid and Alternate Bid amount is \$1,902,896.00

Enclosed is the license detail obtained from the Contractor's License Board which shows that Hardiman Construction, Inc. has a valid Contractor's License and the contractor is registered with the California Department of Industrial Relations (DIR).

We have reviewed their submitted bid package and recommend awarding the Base Bid and Alternate Bid contract to Hardiman Construction, Inc.

Very truly yours,

NUTE ENGINEERING

By   
Pippin Cavagnaro, P.E.

Enclosure(s)

Bid Opening: 2:00 pm  
 Date: July 13, 2023  
 Job No: 9079

\$1,600,000, Alt Bid - \$600,000.

		Hardiman Construction, Inc. Larkspur			Glosage Engineering, Inc. Richmond			Pacific Trenchless Inc. Oakland			Golden State Construction & Utility, Inc. San Francisco		
		1			2			3			4		
		BASE BID		ALT BID	BASE BID		ALT BID	BASE BID		ALT BID	BASE BID		ALT BID
Total Quantity BASE BID	Total Quantity ALT BID	Unit Price BASE BID	Total Amount BASE BID	Total Amount ALT BID	Unit Price BASE BID	Total Amount BASE BID	Total Amount ALT BID	Unit Price BASE BID	Total Amount BASE BID	Total Amount ALT BID	Unit Price BASE BID	Total Amount BASE BID	Total Amount ALT BID
1 LS	1 LS	XXXXXXXXXX	\$50,000.00	\$24,000.00	XXXXXXXXXX	\$31,000.00	\$42,000.00	XXXXXXXXXX	\$38,115.00	\$10,150.00	XXXXXXXXXX	\$90,000.00	\$34,000.00
6346 LF	2047 LF	\$2.00	\$12,692.00	\$4,094.00	\$3.00	\$19,038.00	\$6,141.00	\$4.00	\$25,384.00	\$8,188.00	\$4.00	\$25,384.00	\$8,188.00
5673 LF	2047 LF	\$163.00	\$924,699.00	\$333,661.00	\$166.00	\$941,718.00	\$339,802.00	\$153.00	\$867,969.00	\$313,191.00	\$265.00	\$1,503,345.00	\$542,455.00
125 LF	0 LF	\$100.00	\$12,500.00	XXXXXXXXXX	\$310.00	\$38,750.00	XXXXXXXXXX	\$335.00	\$41,875.00	XXXXXXXXXX	\$500.00	\$62,500.00	XXXXXXXXXX
12 EA	0 EA	\$2,000.00	\$24,000.00	XXXXXXXXXX	\$500.00	\$6,000.00	XXXXXXXXXX	\$555.00	\$6,660.00	XXXXXXXXXX	\$500.00	\$6,000.00	XXXXXXXXXX
14 EA	0 EA	\$2,500.00	\$35,000.00	XXXXXXXXXX	\$1,700.00	\$23,800.00	XXXXXXXXXX	\$1,455.00	\$20,370.00	XXXXXXXXXX	\$2,000.00	\$28,000.00	XXXXXXXXXX
37 EA	14 EA	\$1,000.00	\$37,000.00	\$14,000.00	\$750.00	\$27,750.00	\$10,500.00	\$885.00	\$32,745.00	\$12,390.00	\$500.00	\$18,500.00	\$7,000.00
25 EA	4 EA	\$3,500.00	\$87,500.00	\$14,000.00	\$1,300.00	\$32,500.00	\$5,200.00	\$1,895.00	\$47,375.00	\$7,580.00	\$2,000.00	\$50,000.00	\$8,000.00
69 EA	13 EA	\$50.00	\$3,450.00	\$650.00	\$50.00	\$3,450.00	\$650.00	\$1,385.00	\$95,565.00	\$18,005.00	\$300.00	\$20,700.00	\$3,900.00
69 EA	13 EA	\$500.00	\$34,500.00	\$6,500.00	\$800.00	\$55,200.00	\$10,400.00	\$665.00	\$45,885.00	\$8,645.00	\$600.00	\$41,400.00	\$7,800.00
69 EA	13 EA	\$1,000.00	\$69,000.00	\$13,000.00	\$2,000.00	\$138,000.00	\$26,000.00	\$455.00	\$31,395.00	\$5,915.00	\$3,000.00	\$207,000.00	\$39,000.00
1500 SF	500 SF	\$1.00	\$1,500.00	\$500.00	\$5.00	\$7,500.00	\$2,500.00	\$1.00	\$1,500.00	\$500.00	\$5.00	\$7,500.00	\$2,500.00
135 TON	40 TON	\$100.00	\$13,500.00	\$4,000.00	\$230.00	\$31,050.00	\$9,200.00	\$515.00	\$69,525.00	\$20,600.00	\$150.00	\$20,250.00	\$6,000.00
1 LS	1 LS	XXXXXXXXXX	\$500.00	\$500.00	XXXXXXXXXX	\$2,000.00	\$5,500.00	XXXXXXXXXX	\$2,500.00	\$995.00	XXXXXXXXXX	\$2,000.00	\$6,000.00
1 LS	1 LS	XXXXXXXXXX	\$10,000.00	\$4,000.00	XXXXXXXXXX	\$9,000.00	\$11,000.00	XXXXXXXXXX	\$17,305.00	\$8,165.00	XXXXXXXXXX	\$70,000.00	\$28,000.00
1 LS	1 LS	XXXXXXXXXX	\$10,000.00	\$5,000.00	XXXXXXXXXX	\$12,000.00	\$18,500.00	XXXXXXXXXX	\$6,345.00	\$3,115.00	XXXXXXXXXX	\$28,000.00	\$25,000.00
1 EA	4 EA	\$10,500.00	\$10,500.00	\$42,000.00	\$10,000.00	\$10,000.00	\$40,000.00	\$9,895.00	\$9,895.00	\$39,580.00	\$8,000.00	\$8,000.00	\$32,000.00
45 EA	8 EA	\$1,000.00	\$45,000.00	\$8,000.00	\$400.00	\$18,000.00	\$3,200.00	\$845.00	\$38,025.00	\$6,760.00	\$500.00	\$22,500.00	\$4,000.00
12,000 EA	5,000 EA	\$2.00	\$24,000.00	\$10,000.00	\$2.00	\$24,000.00	\$10,000.00	\$4.00	\$48,000.00	\$20,000.00	\$2.00	\$24,000.00	\$10,000.00
70 EA	13 EA	\$50.00	\$3,500.00	\$650.00	\$50.00	\$3,500.00	\$650.00	\$135.00	\$9,450.00	\$1,755.00	\$50.00	\$3,500.00	\$650.00
1 LS	1 LS	XXXXXXXXXX	\$1,000.00	\$1,000.00	XXXXXXXXXX	\$3,000.00	\$4,000.00	XXXXXXXXXX	\$4,500.00	\$995.00	XXXXXXXXXX	\$2,421.00	\$3,007.00
1 LS	1 LS	XXXXXXXXXX	\$5,000.00	\$2,500.00	XXXXXXXXXX	\$5,000.00	\$2,500.00	XXXXXXXXXX	\$5,000.00	\$2,500.00	XXXXXXXXXX	\$5,000.00	\$2,500.00
<b>BASE BID</b>	<b>TOTAL ALT BID</b>	<b>TOTAL BASE BID</b>	<b>\$1,414,841.00</b>	<b>\$488,055.00</b>	<b>TOTAL BASE BID</b>	<b>\$1,442,256.00</b>	<b>\$547,743.00</b>	<b>TOTAL BASE BID</b>	<b>\$1,465,383.00</b>	<b>\$489,029.00</b>	<b>TOTAL BASE BID</b>	<b>\$2,246,000.00</b>	<b>\$770,000.00</b>
<b>BID TOTAL (Basis of Award)</b>			<b>\$1,414,841.00</b>		<b>\$1,442,256.00</b>				<b>\$1,465,383.00</b>			<b>\$2,246,000.00</b>	
<b>LS (Recommended Contract)</b>				<b>\$1,902,896.00</b>				<b>\$1,989,999.00</b>			<b>\$1,954,412.00</b>	<b>\$3,016,000.00</b>	
<b>SUBCONTRACTORS:</b>		None			None			None			KJ Woods, Lic. #701797		
Contractors License Number		Yes	1065111		Yes	1028046		Yes	776788A		Yes	1062957	
DIR Number		Yes	1000872595		Yes	1000051960		Yes	1000009279		Yes	1000674928	
Addendum Acknowledge		NA			NA			NA			NA		
Bid Proposal Signed		Yes			Yes			Yes			Yes		
Non-Collusion		Yes			Yes			Yes			Yes		
Bid Bond		Yes			Yes			Yes			Yes		
Financial Qualifications		Yes			Yes			Yes			No		
3-year Average EMR		0.74			0.85			0.87			1.00		
3-Year Average RIR, < 5.4		2.58			0.00			0.00			21.40		
3-Year Average LTIR, < 3.1		2.58			0.00			0.00			0.00		



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 3, 2023**

FROM: Clemens Heldmaier, General Manager

**SUBJECT: General Manager's Report**

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## Operations Report JUNE

### 811 Dig Alerts

- 6/1/23- 1071 Tamarind. Work for concrete walkway. Service line marked.
- 6/2/23- 839 Sierra. Work for asphalt/pavement. Marks still visible.
- 6/6/23- 2006 Vallemar. Work for asphalt/pavement. Main and service lines marked.
  - 1121 Date. Work for concrete. No water within USA.
- 6/7/23- 125 Precita. Work for utilities distribution. Water main marked within USA.
  - 11 Julianna. Work for asphalt/pavement. Marks still visible.
- 6/13/23- 131 San Lucas. Work for foundation. Mains and service lines marked.
  - 164 Culebra. Works to hand dig and treat power pole. No water within USA.
  - 528 5<sup>th</sup>. Work for utilities distribution. Marks still visible.
  - 150 Beach Way. Work for soil sampling. No water within USA.
- 6/14/23- 200 Marine. Work for asphalt/pavement. Work already completed by Andrinni.
- 6/15/23- 722 Buena Vista. Work for existing gas utilities. Work already completed by PGE.
- 6/16/23- 511 Kelmor. Work for asphalt/pavement work. Marks are still visible within the USA.
- 6/22/23- 378 Virginia. Work for water utilities. Main and service lines marked.
- 6/23/23- 118 La Grande. Work for sewer utilities. Marked main and service lines.
  - 1208 Alamo. Work for water utilities. Main and service lines marked.
- 6/27/23- 380 Airport. Work for concrete-flat and structural. Remarked main within USA.
  - 320 Farallone. Work for gas utilities. Marks are still visible within USA.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

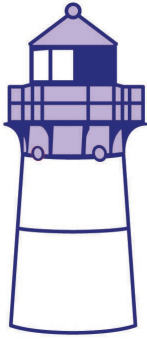
For Meeting Of: **August 3, 2023**

FROM: Clemens Heldmaier, General Manager

- 6/29/23- 431 Farallone. Work for foundation and footings. Mains and service lines marked within USA.

## Work Orders

- 5/31/23- 1162 Tamarind. Plumber on site and needs to repair emergency leak, please turn off water. Water turned off at meter and turned back on after new backflow was installed.
- 6/1/23- 896 Kelmor. Customer called about leaking meter stop. Old Muller meter stop removed and new meter stop installed with 20' copper service line and compression fitting. Box set to grade.
  - 801 Kelmor. Customer has leak and needs water shut off at meter. Water turned off at meter and customer instructed to contact MWSD when repair is complete to turn water back on.
- 6/2/23- 2006 Vallemar. Customer has new construction and installing new meters, he requests that MWSD supplies meter unions for meter installations. Meter unions left in meter box for plumber.
- 6/5/23- 715 California. MOVI. Start read taken and water turned on.
- 6/6/23- 511 7<sup>th</sup>. MOVO. Please take final read, turn water off, and leave door tag. Read taken, water turned off at meter, and door tag left.
  - 538 5<sup>th</sup>. Please install 5/8" domestic meter, unlock PFP meter and test backflow. New 5/8" domestic meter installed, PFP meter NOT unlocked because plumbing on customers side incomplete.
- 6/8/23- 711 Etheldore. MOVO. Please take final read, turn water off, and leave door tag. Read taken, water shut off at meter, and door tag left.
  - 511 7<sup>th</sup>. MOVI. Start read taken, water turned on at meter.
- 6/9/23- 711 Etheldore. MOVI. The owner is taking over account and needs water turned on. Start read taken and water turned on at meter.
  - Please install 1" PFP meter and lock. New 1" PFP installed and locked.
  - 379 California. MOVI. Please turn on the water and get start read. Start read taken and water turned on at meter.
- 6/12/23- 325 4<sup>th</sup>. MOVO. Please take the final read and leave water on. Read taken.
- 6/13/23- 770 Lancaster. Customer called concerned about potential leak at neighbors house. Leak found on customers side of meter, customer is aware of leak and making repairs.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 3, 2023**

FROM: Clemens Heldmaier, General Manager

- 380 3<sup>rd</sup>. Customer has questions about district lines being pressurized or serviced? She has a leaking sink faucet that seems worse at times, a plumber has been scheduled to make repairs. Spoke with customer and explained how the District's water distribution system works and asked to contact the office if any problems occur after repairs have been made.
- 6/14/23- 510 6<sup>th</sup>. The customer called concerned about standing water in the driveway and would like assistance. Water appears to be coming from neighbors' lawn with no cl2 residual detected. Address noted and will keep an eye on water.
  - 1171 Date. Customer is concerned about spike in water pressure. PSI at house and nearest hydrant taken, PSI at house higher than average. Spoke with customer and informed of findings and that the house pressure regulator may be faulty.
- 6/15/23- 468 4<sup>th</sup>. MOVO. Please get read and leave water on. Read taken.
  - 146 2<sup>nd</sup>. MOVO. Final read taken and new meter installed. Water left on.
  - 801 Tierra Alta. Customer had a water leak and requests a profile. Profile taken and shared with customer.
- 6/16/23- 419 3<sup>rd</sup>. Customer has low water pressure and requests MWSD checks water pressure at house. Customer is on a well and recently had serviced, MWSD operator located a valve that was left closed by plumber and informed customer. Once customer opened valve the pressure was restored to home.
- 6/16/23- 750 Drake. MOVO. Please get final read and leave water on. Final read taken.
- 6/21/23- Customer called about his water bill being 0 usage. The address was missed on the last missed read report for June billing cycle. Read taken and provided to office staff.
- 6/22/23- 640 Edison. Customer is concerned about high water bill and requests profile. profile taken and information corrupted. Blue dial not spinning when visually inspected. Volumetric bucket test verified meter is accurate. New Register and Endpoint installed.
- 6/23/23- 86 Madrone. Customer is having problems with sewer lateral. MWSD operator inspected the customers service line and meter and verified no ongoing leaks. After speaking with the customer it is obvious



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 3, 2023**

FROM: Clemens Heldmaier, General Manager

- there is something restricting drainage in their sewer later in the street. They will contact a plumber to resolve issue.
- 6/28/23- 524 Stetson. Customer is performing plumbing work on property and is concerned about the ability to shut water off for repairs. MWSD operator verified meter shut off works properly and swapped meter register and endpoint while there since on missed read report.

## After Hours Call Outs

- 6/10/23- AVTP low cl<sub>2</sub> alarm after Backwash. The operator inspected cl<sub>2</sub> pump, cleaned, and adjusted accordingly.
- 6/16/23- Customer called about leak in house and pressure fluctuations. PSI checked at house and nearest hydrant. The customer has already contacted a plumber about repairing the leak.
- 6/15/23- AVTP low cl<sub>2</sub> alarm during normal operation. Pump and injection point inspected, cleaned, and adjusted accordingly.
  - A customer at 155 La Grande called about water in and around their meter box. After excavation, the operator identified the leak to be the meter gasket on the customer's side. The leak has been repaired after installing new gasket.

## Repairs and Leaks

- 6/23/23- 378 Virginia. Leaking service line in front of property. MWSD excavated the leak with Dave Mossa crew and located several repairs and a pinhole in service line. The old repairs were replaced with one continuous piece of copper and pinhole was clamped.
- 6/26/23 – Repair broken water main in front of 1208 Alamo – in process of repairing, old abandoned 4" valve was broken – isolate and properly remove old abandoned valve with FCC.

## Miscellaneous

- Operation Dead Endpoint Absent Reads.  
O.D.E.A.R.
  - 370 missed reads.
  - missed reads not on missed read report.
  - High Usages
  - , 0 reads



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 3, 2023**

FROM: Clemens Heldmaier, General Manager

- 9 MIA meters located.

## Maintenance

- 130 dead meters replaced.
- Generators exercised.
- PRV Station inspections.

## Operations Report JULY

### 811 Dig Alerts

- 7/2/23- 840 Harte. Work for new sewer facilities installation. Mains and service lines marked.
  - 860-900 Harte. Work for utilities distribution, communications. Mains marked.
- 7/7/23-98 San Lucas. Work for utilities distribution, water. Main and service lines marked.
- 7/8/23- 315 3<sup>rd</sup>. Work for landscaping/irrigation/drainage. No Water within USA mars.
  - 580 Farallone. Work for landscaping/irrigation/drainage. Service line and meter box marked.
  - 755 Kelmore. Work for utilities distribution, electrical. Marks still visible within USA.
- 7/12/23- 800 Montana. Work for road work, asphalt/pavement. Service lines and mains marked.
- 7/13/23- 9500 Cabrillio Hwy. Residential property work for utilities. No district water within property line.
  - 1234 Cedar. Work for utilities distribution ,Gas. No water within USA.
- 7/18/23- 1420 Hill. Work for utilities distribution, electrical. Blue flags marked service line on property.
- 7/19/23 – 393 3<sup>rd</sup> Road work, asphalt/ pavement, Mains marked.
  - 740 Franklin. Residential tree removal/ stump grinding. Mains and service lines marked.
- 7/25/23 – 848 Kelmore. Residential utility excavation. Mains and service lines marked





# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 3, 2023**

FROM: Clemens Heldmaier, General Manager

- 7/26/23- 180 Orval. Utilities work. Excavation of gas service lines. Service lines marked.
  - 1320 Cedar. Utilities work. Excavation of existing electrical lines. Service lines marked.
  - 459 7<sup>th</sup>. Utilities work. Excavation of gas service lines. No water within USA
  - 444 3<sup>rd</sup>. Utilities work. Excavation of gas service lines. No water within USA.
- 7/27/23 – 431 Farallone. New construction, foundation work. Water already marked.
  - 393 3<sup>rd</sup>. Installation of multiple utilities. Water already marked.
  - 848 Kelmore. Installation of multiple utilities. Marked water in added USA area.
  - 839 Sierra. Contractor has plumber installing backflow device for PFP meter and request meter be tested, and to remove construction meter and install 5/8' domestic meter. Construction meter removed and domestic meter installed, backflow device tested.
  - 350 10<sup>th</sup>. Customer requests backflow device for PFP meter be tested, and to remove construction meter and install 5/8' domestic meter. Construction meter removed and domestic meter installed, backflow device tested.

## Work. Orders

- 6/30/23- 390 4<sup>th</sup>. MOVO. Final read taken, water turned off, and door tag left.
- 7/3/23- 428 3<sup>rd</sup>. MOVO. Final read taken, water turned off, and door tag left.
- 7/6/23- 511 7<sup>th</sup>. MOVO. Final read taken and water left on.
  - 363 7<sup>th</sup>. MOVO. Final read taken and water left on.
- 7/7/23- 428 3<sup>rd</sup>. MOVI. Start read taken and water turned on.
- 7/10/23- 2025 Carlos. Customer had an issue with his irrigation and believes he has fixed it and requests a profile to be taken. Blue dial not spinning when inspecting meter, profile pulled and info corrupted. Meter replaced and going to pull profile in several days to verify usage.





# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 3, 2023**

FROM: Clemens Heldmaier, General Manager

- 600 California. MOVO. Final read taken, water turned off at meter, and door tag left.
- 7/11/23- 1170 Howells. MOVO. Final read taken and water left on.
- 7/12/23- 379 California. Customer requests that water be turned off at meter to perform repairs on plumbing. Meter stop would not shut fully close so meter was pulled during repairs, meter was reinstalled once repairs were completed.
- 7/13/23- 390 4<sup>th</sup>. MOVI. Start read taken and water turned on.
  - 915 Franklin. Customer is concerned about a lump developing in the street in front of home, he thinks it may be over the water main. MWSD operator inspected site and could not determine the cause of the bulging asphalt. No water present or flowing. The location is on a hill and is most likely caused by the wet winter months. MWSD operator spoke with customer and informed to contact MWSD if any water becomes present.
- 7/14/23- 852 Buena Vista. MOVO. Final read taken and water left on.
- 7/18/23- 711 Etheldore. MOVO. Final read taken and water left on.
  - 703 Etheldore. Customer is concerned about high usage and would like assistance. No sign of active flow while inspecting meter, unable to pull profile so meter face and transmitter were replaced. Profile pulled on 7/24 with no indication of leak and usage appears normal. Customer notified of findings.
- 7/19/23- 431 Vermont. Customer called concerned about high water bill and they think it might be irrigation leak. Profile pulled and customer notified of findings. Work order is ongoing and requires follow up profile to verify leak is repaired.
- 7/20/23- 919 Etheldore. Customer is concerned about high water bill, they turned off water to a suspected toilet and request a profile be pulled. Profile pulled and customer sent findings.
- 7/21/23- 715 California. MOVO. Final read taken and water left on.
- 7/26/23- 435 3<sup>rd</sup>. Customer has had backflow repaired and needs retested. Backflow tested and passed, paperwork completed and customer informed.
  - 2006 Vallemar. Customer has fire flow test scheduled and needs PFP meter unlocked. Meter unlocked by MWSD operator



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 3, 2023**

FROM: Clemens Heldmaier, General Manager

- 659 George. MOVO. Final read taken, water turned off, and door tag left.
- 659 George. MOVI. Water turned on for new customer.
- 7/27/23-839 Sierra. Contractor has plumber installing backflow device for PFP meter and request meter be tested, and to remove construction meter and install 5/8' domestic meter. Construction meter removed and domestic meter installed, backflow device tested.
  - 350 10<sup>th</sup>. Customer requests backflow device for PFP meter be tested, and to remove construction meter and install 5/8' domestic meter. Construction meter removed and domestic meter installed, backflow device tested.
  - 1019 Cedar. MOVO. Final read taken and water turned off.
  - 431 Vermont. Customer received leak notice and request a prifile. Profile pulled and sent to customer.

- 

## After Hours Call Outs

- 

## Repairs and Leaks

- 98 San Lucas. Service line pulled from compression fitting.

## Miscellaneous

- Operation Dead Endpoint Absent Reads.  
O.D.E.A.R.
  - 336 missed reads.
  - 145 Meters swapped.
  - 3 missed reads not on missed read report.
  - 45 High Usages
  - 4, 0 reads
  - 14 MIA meters located.
- Lead and Copper samples delivered, picked up, and shipped.

## Maintenance

- Debris box dropped and loaded
- Metal recycle picked up from shop.
- Bay alarm service office.
- New pressure tank installed a Culebra Well.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **August 3, 2023**

FROM: Clemens Heldmaier, General Manager

- Well site maintenance, Clearing foliage and overgrown tree branches.

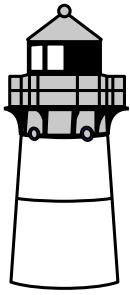
**Newsletter:** The June/July Newsletter is in preparation and at the time of the meeting will be available on the Districts website and distributed to customers. See attachment.

**Conferences:** The General Manager will attend the California Groundwater Resources Association in Burbank on September 12-14.

RECOMMENDATION:

This is for Board information only.

Attachment



# Montara Water & Sanitary District

## Staying Ahead of our Local Community Needs

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

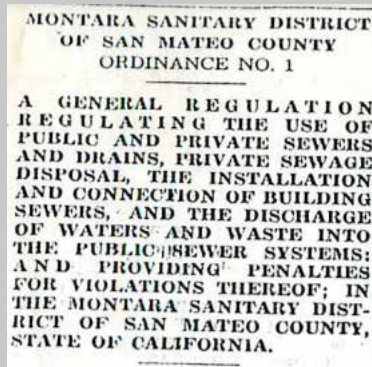
August -  
September 2023

News for You: Celebrating 65 Years Serving the Coastside!

# CELEBRATING 65 YEARS of Serving the Coastside!

### Formed in 1958

On August 5, 1958, Montara Water & Sanitary District was formed as a public agency to address sewage concerns. Population growth in the 1950's meant private septic tanks were no longer a viable solution. In the 1960's MWSD built the first modern sewers and sewage plant on the coast.



### 1976 Sewer Authority Mid-Coastside

Under pressure from the State, the District was forced to abandon its own treatment plant and pay to join and build Sewer Authority Mid-Coastside (SAM) serving Montara, Moss Beach, El Granada, and Half Moon Bay.

### 1970s, 1980's – Private Water System Problems

Local supply problems were being investigated by the State; the private water company serving the area requested a "temporary" moratorium on new connections. Coastside residents in the 1980s endured water shortages, moratoriums, and higher water bills.

### 1990s – Local Action Makes the Difference

Tired of getting brown water from their faucets and fighting a substandard private utility company, residents took action. After a long legal and political battle, 1991 legislation by State Senator Quentin Kopp allowed the Sanitary District to offer water service.

### 2003 – Montara Water and Sanitary District Born

In 2001, an 82% majority of voters approved a \$19 million water bond issue. In 2003, the District finally acquired the private utility and got to work. MWSD fixed wells, built a water treatment plant, and replaced leaky pipes, along with many more improvements. With new, high-quality wells and a long-range Water Master Plan in place, the District can ensure 100% local water supplies into the future.

### The Work Continues Today

Keeping high quality water at your tap and managing our community's sewage takes constant maintenance, repair and improvement. Our small but mighty staff work every day to serve you!

### MWSD's Community Anniversary Celebration - September 9, 2023 1PM



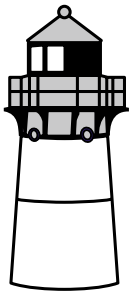
Join us on Saturday September 9 for a community celebration of MWSD's 65th anniversary of service to the coastside! Fun, food and activities for all ages!

**System Tours at 9AM, 10AM, 11AM -**  
Reservations required online at [mwsd.montara.org](http://mwsd.montara.org)

**Celebration starts at 1PM at 8888 Cabrillo  
Highway in Montara!**

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

Board Meetings on the 1st and 3rd Thursday of each month at 7:30 p.m. at 8888 Cabrillo Highway, Montara.  
Call: (650) 728-3545 Email: [info@mwsd.net](mailto:info@mwsd.net) Visit: [mwsd.montara.org](http://mwsd.montara.org)



# Montara Water & Sanitary District

## Un paso adelante de las necesidades de nuestra comunidad local

Montara Water and Sanitary District (MWSD) trabaja todos los días para brindar servicios de suministro de agua, recolección de basura y alcantarillado a los habitantes de Montara y Moss Beach. Más de 6,000 residentes dependen de nuestros servicios para sus hogares y empresas.

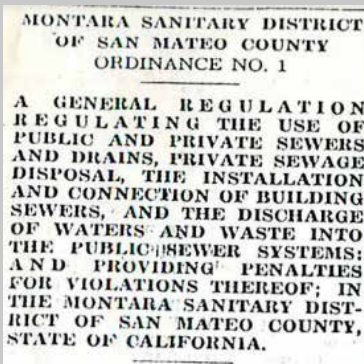
Agosto - Septiembre de 2023

Novedades para usted: ¡Celebramos 65 años de servicio en la Costa!

## ¡CELEBRAMOS 65 AÑOS de servicio en la Costa!

### Desde 1958

Montara Water & Sanitary District se creó el 5 de agosto de 1958 como agencia pública con el fin de atender las inquietudes existentes con respecto a las aguas residuales. El crecimiento de la población en la década de 1950 ocasionó que los tanques sépticos privados dejaran de ser una solución viable. En la década de 1960, el MWSD construyó los primeros sistemas modernos de alcantarillado y una planta de tratamiento de aguas residuales en la costa.



### 1976: Autoridad de Alcantarillado de la Costa Media

Bajo la presión del Estado, el Distrito se vio obligado a abandonar su propia planta de tratamiento y a pagar para unirse y construir la Autoridad de Alcantarillado de la Costa Media (SAM, por sus siglas en inglés), que presta servicio a Montara, Moss Beach, El Granada y Half Moon Bay.

### Décadas de 1970 y 1980: problemas con el sistema de aguas privado

Los problemas de suministro local fueron investigados por el Estado; la compañía de aguas privada que atendía el área solicitó una moratoria "temporal" para las nuevas conexiones. En los años 80, los residentes de la Costa debían soportar escasez de agua, moratorias y facturas de agua más altas.

### Década de 1990: la acción local marca la diferencia

Cansados de que de sus grifos solo saliera agua color marrón y de combatir una compañía de servicio privada de baja calidad, los habitantes decidieron actuar. Luego de una larga batalla legal y política, una ley de 1991 propuesta por el Senador del Estado Quentin Kopp le permitió al Distrito Sanitario ofrecer servicios de agua.

### 2003: nace el Montara Water and Sanitary District

En 2001, una mayoría compuesta por el 82% de los votantes aprobó la emisión de bonos para el servicio de aguas por \$19 millones. En 2003, el Distrito finalmente adquirió la compañía de servicios privada y se puso a trabajar. El MWSD reparó pozos, construyó una planta de tratamiento de aguas y reemplazó las tuberías con fugas, además de realizar muchas mejoras adicionales. Con pozos nuevos y de alta calidad y un Plan Maestro para Aguas de largo alcance ya en funciones, el Distrito puede garantizar el 100% del suministro de agua local para el futuro.

### La tarea continúa hoy

Mantener agua de alta calidad en su grifo y administrar las aguas residuales de nuestra comunidad exigen mantenimiento, reparación y mejoras constantes. ¡Nuestro reducido, aunque poderoso, personal trabaja todos los días para prestarle servicio!

### Celebración del aniversario de la comunidad del MWSD: 9 de septiembre de 2023, 1 p.m.



Únase a nosotros el sábado 9 de septiembre en una celebración comunitaria del 65 aniversario del servicio del MWSD en la costa. ¡Diversión, comida y actividades para todas las edades!

Se ofrecerán recorridos por el sistema a las 9 a.m., 10 a.m. y 11 a.m. -

Se requiere hacer reservaciones en línea en [mwsd.montara.org](http://mwsd.montara.org)

La celebración empieza a la 1 p.m. en 8888 Cabrillo Highway, Montara

Dado que nuestra comunidad continúa recuperándose de la pandemia de COVID-19, el MWSD tiene el compromiso de brindar un acceso seguro al público a nuestras reuniones públicas programadas regularmente a través de teleconferencias por ZOOM.

Las reuniones de la Junta tienen lugar el 1er y el 3er jueves de cada mes a las 7:30 p.m. en 8888 Cabrillo Highway, Montara.

Llame al: (650) 728-3545

Email: [info@mwsd.net](mailto:info@mwsd.net)

Visite: [mwsd.montara.org](http://mwsd.montara.org)