



Montara Water and Sanitary District

Serving the Community of Montara and Moss Beach

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

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

AGENDA

District Board of Directors

8888 Cabrillo Highway
Montara, California 94037

February 1, 2024 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/88602511391?pwd=aEdQb2tHZVIWbktveGxoN3BucENsUT09>

MEETING ID: 886 0251 1391

Password: 860954

CALL IN PHONE NUMBER: +1 669 900 9128

INSTRUCTIONS for remote access are available at <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>. You also may view video during the meeting via live stream or after the meeting at

<https://videoplayer.telvue.com/player/wuZKb9gwEY7sMACIIsr7VSJglB35kNZA/stream/159?fullscreen=true&showtabssearch=false&autostart=false>. If you experience technical difficulties or have technical questions prior to or during the meeting, please contact MWSD's IT support at (650) 728-7843.

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

Public Comment

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

Upon request, this Agenda and written agenda materials will be made available in appropriate alternative formats to persons with a disability. Request for a disability-related modification or accommodation in order to participate in the public meeting should be emailed to info@mwsd.net or submitted by phone at 650-728-3545 at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility. Materials related to an item on this Agenda submitted to the Board after distribution of the Agenda Packet are available in the District Clerk's office during normal business hours. Such documents may also be available on the District's web site (www.mwsd.montara.org) subject to staff's ability to post the documents before the meeting.

CALL TO ORDER

ROLL CALL

PRESIDENT'S STATEMENT

ORAL COMMENTS (Items other than those on the agenda)

PUBLIC HEARING

CONSENT AGENDA

1. [Approve Minutes for Regular Scheduled Board Meeting January 4, 2024](#)
2. [Approve Financial Statements for December 2023](#)
3. [Approve Warrants for February 1, 2024](#)
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 November 2023](#)

OLD BUSINESS

NEW BUSINESS

1. [Review and Possible Action Concerning Sewer Authority Mid-Coastside FY 23/24 Budget Amendment](#)

2. [Review the December 31, 2023 Mid-Year Budget vs. Actual](#)
3. [Review and Possible Action Concerning Nomination of Representative for ACWA Region 5 Board.](#)

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

MWSD Hydrants

CONVENE IN CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code §54956.9(d)(1))

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

CONFERENCE WITH LABOR NEGOTIATORS

(Government Code §54957.6)
Unrepresented Employees

REPORT OF ACTION TAKEN IN CLOSED SESSION, IF ANY

ADJOURNMENT

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



MONTARA WATER & SANITARY DISTRICT

REGULAR BOARD OF DIRECTORS MEETING January 4, 2024

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 7:31 p.m.

CALL TO ORDER

ROLL CALL

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

Directors Absent: None

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

Others Present: District Counsel, Christine Fitzgerald

PRESIDENT'S STATEMENT

Director Boyd said tonight they will be appointing officers for the coming year and he wants to take a moment to reflect and thank the directors and members of the community for the opportunity to serve. Public service is a good thing and it is an honor to serve. If anyone is interested in public service, this is a great place to do it

and they have ways to help prepare. As time goes forward there will be opportunities and it is terrific to serve here.

Director Young commended Director Dekker and Director Slater-Carter for being on the Board at the Sewer Authority Mid-Coastside (SAM). It appears to be very challenging.

Director Boyd concurred and said it is a worthy and difficult piece of work.

ORAL COMMENTS

Director Slater-Carter said the lawsuit is being sent back to the trial courts for further information. They thought this would be resolved, but it will continue on. The money spent on this lawsuit should be going toward infrastructure repairs and not for litigation. Please pay attention to this; they will be giving future updates as they occur.

Director Young added that Half Moon Bay's sewer flow to the plant has been increasing over the years and is over 63% now. She feels it is not fair to the other two agencies.

PUBLIC HEARING CONSENT AGENDA

- 1. Approve Minutes for Regularly Scheduled Board Meeting December 7 and 21, 2023.**
- 2. Approve Financial Statements for November 2023**
- 3. Approve Warrants for January 1, 2024**
- 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 October 2023**

Director Boyd stated in item 4, this is what Director Young was referencing. Half Moon Bay's flow is 63.58% and it is trending up. So, 64% of all the flow going into the SAM plant is from Half Moon Bay.

Director Slater-Carter added that they are only entitled to 50%.

Director Boyd commented that when he started, it was below 50%, but it has been increasing with no accountability. It is notable that it keeps going up and is something the public should understand.

Director Dekker stated in the financial statement, he noticed the Wells Fargo Operating account has an average of 3.5 million dollars. He suggested reducing that amount and moving some of the funds to the California Asset Management Program (CAMP).

General Manager Clemens Heldmaier replied that they did move some funds a few months ago. Funds would either be moved to CAMP or the Local Agency Investment Fund (LAIF) depending if it is water or sewer funds. He will work with District Accountant Peter Medina on it.

Director Young inquired when the hydrant flow and pressure information will be agendized.

General Manager Clemens Heldmaier said they are working on something and will agendize it when ready.

Director Young mentioned District Sewer Engineer Pippin Cavagnaro was not listed as an attendee on the December 21, 2024 minutes.

General Manager Clemens Heldmaier replied that he was not present during Regular Session.

Director Boyd added that Closed Session does not get that kind of detail.

Director Slater-Carter made a motion to approve the consent agenda items 1-10, and Director Softky seconded it. The motion passes unanimously 5-0.

OLD BUSINESS - none

NEW BUSINESS

1. Review and Possible Action Concerning Appointment of Board Officers and Committee Assignments for 2024

General Manager Clemens Heldmaier said it is time to appoint Board officers and committee assignments for 2024.

After much discussion, the Directors appointments are the following for 2024:

Board of Directors

President: Director Boyd

President Pro-Tem: Director Slater-Carter

Secretary: Director Slater-Carter

Secretary Pro-Tem, alternates: Director Dekker, Director Softky, Director Young

Treasurer: Director Dekker

Agency Representatives

SAM Representatives: Director Slater-Carter, Director Dekker

SAM Representatives alternates: Director Boyd, Director Softky, Director Young

CSDA Member: Director Slater-Carter

CSDA Member alternates: Director Boyd, Director Dekker, Director Softky, Director Young

ACWA Member: Director Softky

Standing Committees (open public meetings, must be publicly noticed)

Budget & Finance: Director Slater-Carter, Director Dekker

Personnel: Director Slater-Carter, Director Softky

AD HOC committees (don't have to be publicly noticed)

Recycling/Solid Waste: Director Softky, Director Young

Legislative: Director Slater-Carter

Connect the Coast: Director Slater-Carter, Director Young

Director Boyd asked about the Strategic Plan Committee.

General Manager Clemens Heldmaier suggested that if there is a committee needed this should first be agendaized and discussed. They have a strategic plan in place, but it needs to be updated. Once that is done, they could think about a community meeting.

Director Boyd requested that Director Dekker and Director Slater-Carter, as the current appointees on that committee, bring the Board comments and what they should focus on. Then it will be reviewed, agendaized, and discussed by the Board and they will see where it goes.

The Outreach/Newsletter committee, Recology/Pillar Ridge committee, and Anniversary Party committees were discontinued for now. They can be reinstated as needed.

REPORTS

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

Director Slater-Carter said at the December 11th meeting they did an annual financial report. The Flows and Hydraulic Performance analysis was approved to analyze the flow from exterior sources into the SAM plant. They also adopted policies for public meetings. The next meeting is on Monday and they will be appointing their officers.

Director Young said when she took a tour at SAM, she was surprised to learn Half Moon Bay doesn't have a meter for flow.

Director Boyd said their flow is calculated. There was a certain degree of collegiality amongst the agencies early on, and they decided that was the most pragmatic choice. Over time they would love to have accurate flow readings off of every input. Putting in a flow meter is expensive and the current configuration of the lines in certain areas are complicated such as Frenchman's Creek and would need to be changed. There is the ideal of what they want and the reality of what is under the ground. When you are dealing with some uncertainty and how tight your numbers are, you have to have a good working relationship with your partners; it shouldn't be a big deal to give a little here and there. It is when that breaks down, and all of a sudden this stuff matters and if that is what they are paying attention to, they need to pay attention to the larger structure in how they are working together. The meters aren't going to solve the relationship problem.

Director Young said Half Moon Bay is planning a lot of construction projects. She would like to see a flow analysis that includes new construction at some point.

Director Boyd replied if their relationship were happier those discussions might be easier to have. Where they could improve that relationship, is working together to do some planning—that should be a goal for them.

Director Slater-Carter said Half Moon Bay has meters, but does not allow SAM access or calibrate them. They have a study being done to analyze the flow coming into the plant and it will be interesting to see the results.

General Manager Clemens Heldmaier said as Half Moon Bay's flow are increasing, Granada Community Services District (GCSD) flows are decreasing. This may be due to the math in how they are calculating this. This happened in the past, where it was a problem the other way around. There should be a lot more emphasis put on understanding this relationship and why this is happening. MWSD is the only agency that is properly metered and they stay consistent at that 20%.

Director Boyd said all of MWSD's flow is measured, some of Granada's flow is measured and some calculated, and all of Half Moon Bay's flow is calculated. It is tricky business. Half Moon Bay should be at 50%, and we need to understand the disparities. They had two occurrences where they had difficulties understanding what they are getting off of the meter readings and they went through two periods of months long angst, debate, and hard feelings. After the second one Granada paid substantially more than they probably should have. Granada decided that it was more important to get along in a working partnership than get square on the dollars. Additionally, when the retention basin at the district was rehabilitated and put into service as a holding tank for wet weather flow as a SAM project, the land and the ability to use it for SAM, was something this agency donated for that purpose and they did not ask for remuneration for that. It's ours and in the interest of collegiality they want to put that forward. If they are true to what they are saying about not making an issue about something because it is more important that they

get along, then that is something they need to strive towards. And if they get to a point that they realize something is wrong with the meters, and Half Moon Bay and Granada's flow is incorrect, the sooner they figure it out, the more viable it is to get out of that situation. They really should be pushing on this.

Director Softky said they have been talking about collegiality and collaboration and suggested these things be added to the timeline Jim Harvey has been making. It should also include the good things that they've done, and if it comes before the court, there are systematic patterns of certain entities acting one way and certain other entities acting in another. The more data in one format the better. He is looking forward to that timeline. In regards to the flow meters and how flow is determined, the difference between measurements and calculations are huge. When they get the report, they will get the facts.

Director Boyd added that SAM is doing all the measurements and calculations not the individual agencies.

Director Young asked if the flow error that Granada forgave was due to a meter not be calibrated.

General Manager Clemens Heldmaier replied it was a programming error.

Director Boyd added that along the way there was a lot of little things that was found as well. This is one of those things that you have to be meticulous about in order to know whether the big picture makes any sense at all. That's what let the ultimate issue be resolved because they had reduced uncertainty with a bunch of different questions.

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

Gregg Dieguez said he made an apology in public at the last MCC meeting about his misuse of the term pressure. He corrected that MWSD has plenty of pressure and that was an error on his terms. He apologized for the misunderstanding and said if there was anything further they want him to do let him know. They will be finalizing committee assignments at the retreat later in January.

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

Director Slater-Carter stated they are working on rebuilding their structure.

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

Director Slater-Carter said the next meeting is the third Wednesday, the 17th. They did vote to allow the East Palo Alto Sewer District to become a subsidiary district of East Palo Alto. East Palo Alto wanted to annex it, and LAFCo managed to keep the budget separate so it does not go into the East Palo Alto general budget.

- 5. **Attorney's Report (Fitzgerald) - none**
- 6. **Directors' Report - none**
- 7. **General Manager's Report (Heldmaier)**

FUTURE AGENDAS

Fire Hydrant Update

BREAK 8:57 pm

CONVENE IN CLOSED SESSION 9:05 pm

**CONFERENCE WITH LEGAL COUNSEL – EXISTING
LITIGATION (Government Code §54956.9(d)(1))**

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

ADJOURNMENT at 10:00 pm

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

Respectfully Submitted,

Signed _____
Secretary

Approved on the 1st, February 2024


Signed _____
President



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: February 1, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager 

SUBJECT: Unaudited Financial Statements – Executive Summary

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

- 4510 Grants, \$732,292 received, no Budget established – On behalf of SAM, the District received Federal Emergency Management Agency (FEMA) and California Office of Emergency Services (CalOES) funds for 2022 & 2023 Winter Storm Damages. Due to SAM's organization structure as a JPA they are not allowed to directly apply for and request funds. MWSD facilitated the application and the funds, in total, were remitted to SAM.
- 4610 Property Tax Receipts, \$123,695 above Budget – 50% advance was received in December.
- 4710 Sewer Service Charges, \$20,227 above Budget – 50% advance was received in December.
- **Overall Total Operating Income for the period ending December 31, 2023 was \$873,224 above budget. Total operating income received to date is \$3,025,339.**
- 5250 Conference Attendance, \$3,855 below Budget – Additional conferences expected to be attended later in the fiscal year.
- 5300 Insurance, \$6,860 above Budget – The District pays for insurance premiums at the beginning of the year, the variance will decrease as the FY continues.
- 5400 Legal, \$22,260 below Budget – Costs related to the defense of various legal proceedings is less than expected at this point.
- 5510 Maintenance, Office, \$10,858 below Budget – Various projects are planned for the office that have not yet begun.
- 5530 Memberships, \$2,000 above Budget – CSDA membership paid in full in November 2023.
- 5630 Consulting, \$4,707 below Budget – Additional expenses later in the fiscal year.
- 5640 Data Services, \$5,413 above Budget – Annual payment made for the use of Parcel Management System, used for Property Tax Roll.
- 5730 Telephone & Internet, \$6,866 below Budget – District staff has received credits for certain lines.
- 5800 Labor, \$19,410 above Budget – Mainly due to the funding of GM salary & benefit increase which includes arrears.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: February 1, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 6170 Claims, Property Damage, \$5,000 below Budget – No claims filed to date.
- 6200 Engineering, \$18,251 below Budget – Majority of costs have been related to CIP projects and booked in account 8075 Sewer CIP.
- 6400 Pumping, \$8,218 below Budget – Larger “Catch up” bill expected in the Spring.
- 6600 Collection/Transmission, \$5,000 below Budget – No activity to date.
- 6900 SAM Expenses, \$578,031 above Budget – The District adopted the original budget provided by SAM. After adoption by MWSD, SAM adjusted their infrastructure budget downward.

In October 2023 – MWSD funded SAM reserves in the amount of \$51,805.

In December 2023 – MWSD remitted SAM \$732,292 Grant funding from CalOES/FEMA. See account 4510 Grant revenue descriptions.

- **Overall Total Operating Expenses for the period ending December 31, 2023, were \$541,097 above Budget.**
- **Total overall Expenses for the period ending December 31, 2023, were \$525,074 above budget. For a net ordinary gain of \$348,149 above Budget. Actual net ordinary income is \$812,215.**
- 7100 Connection Fees, \$114,080 above Budget – No new connections sold in December 2023. 3 full connections sold this fiscal year.
- 7200 Interest Income, LAIF, \$49,677 above budget – Due to the increase Federal interest rates.
- 8000 CIP, \$1,695,856 below Budget – Minimal activity to date, mainly engineering support and generator expenses.
- 9200 I-Bank Loan, \$8,007 below budget – Due to timing.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: February 1, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

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

- 4610 Property Tax Receipts, \$123,695 above Budget – 50% advance was received in December.
- 4740 Testing, Backflow, \$8,376 above Budget – Due to timing of revenue collection.
- 4810 Water Sales, Domestic, \$37,266 below Budget – Due to the timing of collections.
- 4850 Water Sales refunds, \$4,000 below Budget – No refunds issued to date.
- **Overall Total Operating Income for the period ending December 31, 2023 was \$96,282 above budget. Total operating revenue received to date is \$1,262,582.**
- 5240 CDPH Fees, \$4,386 below Budget – first bills are typically paid in December.
- 5250 Conference Attendance, \$5,699 below Budget – Additional conferences expected to be attended later in the fiscal year.
- 5300 Insurance, \$8,566 above Budget – The District pays for insurance premiums at the beginning of the year, the variance will decrease as the FY continues.
- 5400 Legal, \$4,623 above Budget – General legal expenses.
- 5510 Maintenance, Office, \$10,363 below Budget – Various projects are planned for the office that have not yet begun.
- 5530 Memberships, \$9,345 above Budget – ACWA dues paid in December. Variance will decrease as year moves forward.
- 5550 Postage, \$3,083 above Budget – Increased community outreach letters.
- 5630 Consulting, \$12,207 below Budget – Additional costs expected later in fiscal year.
- 5720 Telephone & Internet, \$7,864 below Budget - District staff has received credits for certain lines.
- 5800 Labor & Wages, \$10,327 above Budget – Mainly due to the funding of GM salary & benefit increase which includes arrears.
- 6170 Claims, Property Damage, \$4,607 below Budget – One minor claim paid in August.
- 6180 Communications, \$5,648 below Budget – SCADA maintenance costs are on an as needed basis.
- 6200 Engineering, \$18,443 above Budget – Large bill paid for Water Quality engineering in November.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: February 1, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 6370 Lab Supplies & Equipment, \$9,567 above Budget – Major purchase of inventory made in August & November.
- 6400 Pumping, \$10,682 below Budget – PG&E costs are budgeted high in anticipation of large “true up” bill which is received in the spring.
- 6500 Supply, \$19,470 below Budget – Q1 water purchase takes place in October.
- 6600 Collection/Transmission, \$34,745 above Budget – Another large purchase of meters paid for in October, November & December.
- 6700 Treatment, \$6,515 below Budget – Overall, costs are below expected.
- 6800 Vehicles, \$3,483 – 25% of costs are allocated to Sewer. Fuel cost is less than expected.
- **Overall Total Operating Expenses for the period ending December 31, 2023 were \$12,301 above Budget.**
- **Total overall Expenses for the period ending December 31, 2023 were \$10,330 above budget. For a net ordinary income of \$85,952 budgeted vs. actual. Actual net ordinary income was \$118,743.**
- 7100 Connection Fees, \$132,042 above Budget – One new connection sold in December. 4 full connections sold this fiscal year.
- 7250 CAMP interest, \$64,991 above Budget – Due to increase in federal interest rates.
- 7600 GO Bond Revenues, \$135,951 below budget - 50% advance was received in December, additional funds to pay debt service expected soon.
- 7650 Water System Reliability, \$7,360 above Budget – 50% advance was received in December.
- 8000 CIP, \$1,757,255 below Budget – Projects are currently on-going, and others are being planned.
- 9100 GO Bond interest expense, \$24,837 below Budget – Difference due to timing.

RECOMMENDATION:

This is for Board information only

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

	Jul - Dec 23	Sewer Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 · Cell Tower Lease	42,417.00	41,500.02	916.98
4400 · Fees			
4410 · Administrative Fee (New Constr)	1,244.00	2,000.04	-756.04
4420 · Administrative Fee (Remodel)	0.00	500.04	-500.04
4430 · Inspection Fee (New Constr)	1,178.00	2,000.04	-822.04
4440 · Inspection Fee (Remodel)	0.00	500.04	-500.04
4460 · Remodel Fees	4,557.00	4,000.02	556.98
4470 · Other Fees	160.00		
Total 4400 · Fees	7,139.00	9,000.18	-1,861.18
4510 · Grants	732,291.90		
4610 · Property Tax Receipts	273,694.80	150,000.00	123,694.80
4710 · Sewer Service Charges	1,961,842.04	1,941,615.50	20,226.54
4720 · Sewer Service Refunds, Customer	-6,682.82	-5,000.04	-1,682.78
4760 · Waste Collection Revenues	14,442.32	15,000.00	-557.68
4990 · Other Revenue	194.94		
Total Income	3,025,339.18	2,152,115.66	873,223.52
Gross Profit	3,025,339.18	2,152,115.66	873,223.52
Expense			
5000 · Administrative			
5190 · Bank Fees	3,469.30	3,000.00	469.30
5200 · Board of Directors			
5210 · Board Meetings	3,113.85	2,000.04	1,113.81
5220 · Director Fees	4,200.00	5,000.04	-800.04
5230 · Election Expenses	7,500.00	7,500.00	0.00
Total 5200 · Board of Directors	14,813.85	14,500.08	313.77
5250 · Conference Attendance	1,145.03	5,000.04	-3,855.01
5270 · Information Systems	2,995.76	3,000.00	-4.24
5300 · Insurance			
5310 · Fidelity Bond	0.00	250.02	-250.02
5320 · Property & Liability Insurance	12,109.75	5,000.04	7,109.71
Total 5300 · Insurance	12,109.75	5,250.06	6,859.69
5350 · LAFCO Assessment	0.00	1,500.00	-1,500.00
5400 · Legal			
5430 · General Legal	40,671.15	100,000.02	-59,328.87
5440 · Litigation	37,068.34		
Total 5400 · Legal	77,739.49	100,000.02	-22,260.53
5510 · Maintenance, Office	1,642.19	12,500.04	-10,857.85
5530 · Memberships	4,500.00	2,500.02	1,999.98
5540 · Office Supplies	3,401.46	4,125.00	-723.54
5550 · Postage	1,246.68	575.04	671.64
5560 · Printing & Publishing	2,709.57	1,125.00	1,584.57

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

	Jul - Dec 23	Sewer Budget	\$ Over Budget
5600 · Professional Services			
5610 · Accounting	20,955.00	19,500.00	1,455.00
5620 · Audit	8,700.00	6,750.00	1,950.00
5630 · Consulting	21,418.09	26,125.02	-4,706.93
5640 · Data Services	10,412.73	5,000.04	5,412.69
5650 · Labor & HR Support	1,309.82	1,250.04	59.78
5660 · Payroll Services	627.74	500.04	127.70
Total 5600 · Professional Services	63,423.38	59,125.14	4,298.24
5710 · San Mateo Co. Tax Roll Charges	119.00	1,250.04	-1,131.04
5720 · Telephone & Internet	13,134.15	20,000.04	-6,865.89
5730 · Mileage Reimbursement	314.19	1,000.02	-685.83
5740 · Reference Materials	0.00	100.02	-100.02
5790 · Other Administrative	-3,645.69		
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	14,101.68	10,743.00	3,358.68
5820 · Employee Benefits	25,737.53	26,067.54	-330.01
5830 · Disability Insurance	921.33	1,135.50	-214.17
5840 · Payroll Taxes	9,801.22	12,696.48	-2,895.26
5850 · PARS	7,764.34	11,073.54	-3,309.20
5900 · Wages			
5910 · Management	87,336.79	61,308.54	26,028.25
5920 · Staff	96,047.98	102,883.50	-6,835.52
5930 · Staff Certification	1,050.00	900.00	150.00
5940 · Staff Overtime	3,314.91	877.02	2,437.89
5950 · Staff Standby	977.35		
Total 5900 · Wages	188,727.03	165,969.06	22,757.97
5960 · Worker's Comp Insurance	1,498.08	1,456.50	41.58
Total 5800 · Labor	248,551.21	229,141.62	19,409.59
Total 5000 · Administrative	447,669.32	463,692.18	-16,022.86
6000 · Operations			
6170 · Claims, Property Damage	0.00	5,000.04	-5,000.04
6195 · Education & Training	0.00	1,000.02	-1,000.02
6200 · Engineering			
6220 · General Engineering	16,749.00	35,000.04	-18,251.04
Total 6200 · Engineering	16,749.00	35,000.04	-18,251.04
6330 · Facilities			
6335 · Alarm Services	3,229.50	3,000.00	229.50
6337 · Landscaping	3,000.00	3,000.00	0.00
Total 6330 · Facilities	6,229.50	6,000.00	229.50
6400 · Pumping			
6410 · Pumping Fuel & Electricity	19,767.06	25,000.02	-5,232.96
6420 · Pumping Maintenance, Generators	4,515.42	7,500.00	-2,984.58
Total 6400 · Pumping	24,282.48	32,500.02	-8,217.54

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

	Jul - Dec 23	Sewer Budget	\$ Over Budget
6600 · Collection/Transmission			
6660 · Maintenance, Collection System	0.00	5,000.04	-5,000.04
Total 6600 · Collection/Transmission	0.00	5,000.04	-5,000.04
6770 · Uniforms	0.00	100.02	-100.02
6800 · Vehicles			
6810 · Fuel	1,382.78	1,000.02	382.76
6820 · Truck Equipment, Expensed	313.66	100.02	213.64
6830 · Truck Repairs	309.24	500.04	-190.80
Total 6800 · Vehicles	2,005.68	1,600.08	405.60
6900 · Sewer Authority Midcoastside			
6910 · SAM Collections	147,430.98	147,431.04	-0.06
6920 · SAM Operations	1,445,103.36	903,226.02	541,877.34
6930 · SAM Prior Year Adjustment	51,805.20		
6940 · SAM Maintenance, Collection Sys	465.25	22,500.00	-22,034.75
6950 · SAM Maintenance, Pumping	64,583.09	65,000.04	-416.95
6960 · SAM NDWSCP	6,800.00		
Total 6900 · Sewer Authority Midcoastside	1,716,187.88	1,138,157.10	578,030.78
Total 6000 · Operations	1,765,454.54	1,224,357.36	541,097.18
Total Expense	2,213,123.86	1,688,049.54	525,074.32
Net Ordinary Income	812,215.32	464,066.12	348,149.20
Other Income/Expense			
Other Income			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	99,208.00	110,000.04	-10,792.04
7120 · Connection Fees (Remodel)	39,051.00	27,500.04	11,550.96
7152 · Connection Fee Refunds	0.00	-10,000.02	10,000.02
7153 · Add'l Fixture Units (New Const)	23,670.00	10,000.02	13,669.98
7155 · Add'l Fixture Units (Remodel)	102,777.00	10,000.02	92,776.98
7160 · PFP Pass Thru	-2,858.00		
7165 · Meter Pass Thru Costs	-268.05		
Total 7100 · Connection Fees	261,579.95	147,500.10	114,079.85
7200 · Interest Income - LAIF	79,676.67	30,000.00	49,676.67
Total 7000 · Capital Account Revenues	341,256.62	177,500.10	163,756.52
Total Other Income	341,256.62	177,500.10	163,756.52
Other Expense			
8000 · Capital Improvement Program			
8075 · Sewer	303,786.08	1,999,642.50	-1,695,856.42
Total 8000 · Capital Improvement Program	303,786.08	1,999,642.50	-1,695,856.42

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Accrual Basis

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

	Jul - Dec 23	Sewer Budget	\$ Over Budget
9000 · Capital Account Expenses			
9125 · PNC Equipment Lease Interest	3,539.83	3,588.00	-48.17
9200 · I-Bank Loan	1,601.35	9,608.00	-8,006.65
Total 9000 · Capital Account Expenses	5,141.18	13,196.00	-8,054.82
Total Other Expense	308,927.26	2,012,838.50	-1,703,911.24
Net Other Income	32,329.36	-1,835,338.40	1,867,667.76
Net Income	844,544.68	-1,371,272.28	2,215,816.96

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

	Jul - Dec 23	Water Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4400 · Fees			
4410 · Administrative Fee (New Constr)	1,244.00	2,000.04	-756.04
4420 · Administrative Fee (Remodel)	0.00	300.00	-300.00
4430 · Inspection Fee (New Constr)	1,178.00	2,000.04	-822.04
4440 · Inspection Fee (Remodel)	0.00	0.00	0.00
4450 · Mainline Extension Fees	0.00	0.00	0.00
4470 · Other Fees	160.00		
Total 4400 · Fees	2,582.00	4,300.08	-1,718.08
4610 · Property Tax Receipts	273,694.76	150,000.00	123,694.76
4740 · Testing, Backflow	16,376.00	9,000.00	7,376.00
4810 · Water Sales, Domestic	969,734.49	1,007,000.04	-37,265.55
4850 · Water Sales Refunds, Customer	0.00	-4,000.02	4,000.02
4990 · Other Revenue	194.96		
Total Income	1,262,582.21	1,166,300.10	96,282.11
Gross Profit	1,262,582.21	1,166,300.10	96,282.11
Expense			
5000 · Administrative			
5190 · Bank Fees	2,622.32	2,750.04	-127.72
5200 · Board of Directors			
5210 · Board Meetings	3,113.85	2,000.04	1,113.81
5220 · Director Fees	4,200.00	5,000.04	-800.04
5230 · Election Expenses	7,500.00	7,500.00	0.00
Total 5200 · Board of Directors	14,813.85	14,500.08	313.77
5240 · CDPH Fees	4,614.00	9,000.00	-4,386.00
5250 · Conference Attendance	1,800.99	7,500.00	-5,699.01
5270 · Information Systems	2,995.74	3,250.02	-254.28
5300 · Insurance			
5310 · Fidelity Bond	0.00	250.02	-250.02
5320 · Property & Liability Insurance	13,815.75	5,000.04	8,815.71
Total 5300 · Insurance	13,815.75	5,250.06	8,565.69
5350 · LAFCO Assessment	0.00	1,500.00	-1,500.00
5400 · Legal			
5430 · General Legal	40,651.16	37,500.00	3,151.16
5440 · Litigation	1,472.00		
Total 5400 · Legal	42,123.16	37,500.00	4,623.16
5510 · Maintenance, Office	2,137.46	12,500.04	-10,362.58
5530 · Memberships	21,845.00	12,500.04	9,344.96
5540 · Office Supplies	3,401.36	3,125.04	276.32
5550 · Postage	10,458.12	7,375.02	3,083.10
5560 · Printing & Publishing	4,726.00	2,875.02	1,850.98

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

		Water	
	Jul - Dec 23	Budget	\$ Over Budget
5600 · Professional Services			
5610 · Accounting	20,955.00	19,500.00	1,455.00
5620 · Audit	8,700.00	6,750.00	1,950.00
5630 · Consulting	21,418.08	33,625.02	-12,206.94
5640 · Data Services	1,199.50	500.04	699.46
5650 · Labor & HR Support	1,309.82	1,250.04	59.78
5660 · Payroll Services	627.83	500.04	127.79
Total 5600 · Professional Services	54,210.23	62,125.14	-7,914.91
5710 · San Mateo Co. Tax Roll Charges	119.00	1,250.04	-1,131.04
5720 · Telephone & Internet	17,136.34	25,000.02	-7,863.68
5730 · Mileage Reimbursement	690.87	1,000.02	-309.15
5740 · Reference Materials	0.00	250.02	-250.02
5790 · Other Administrative	-557.65		
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	28,258.98	25,730.52	2,528.46
5820 · Employee Benefits	74,177.89	77,645.52	-3,467.63
5830 · Disability Insurance	2,006.21	2,786.04	-779.83
5840 · Payroll Taxes	26,919.82	29,757.00	-2,837.18
5850 · PARS	19,336.70	23,550.54	-4,213.84
5900 · Wages			
5910 · Management	87,336.85	61,308.54	26,028.31
5920 · Staff	271,234.50	277,220.04	-5,985.54
5930 · Staff Certification	5,100.00	5,700.00	-600.00
5940 · Staff Overtime	30,475.41	30,210.00	265.41
5950 · Staff Standby	18,350.64	14,543.04	3,807.60
Total 5900 · Wages	412,497.40	388,981.62	23,515.78
5960 · Worker's Comp Insurance	7,787.33	12,206.52	-4,419.19
Total 5800 · Labor	570,984.33	560,657.76	10,326.57
Total 5000 · Administrative	767,936.87	769,908.36	-1,971.49
6000 · Operations			
6160 · Backflow Prevention	706.07	500.04	206.03
6170 · Claims, Property Damage	393.15	5,000.04	-4,606.89
6180 · Communications			
6185 · SCADA Maintenance	4,351.89	10,000.02	-5,648.13
Total 6180 · Communications	4,351.89	10,000.02	-5,648.13
6195 · Education & Training	531.99	2,500.02	-1,968.03
6200 · Engineering			
6220 · General Engineering	1,362.58	5,000.04	-3,637.46
6230 · Water Quality Engineering	79,580.00	57,500.04	22,079.96
Total 6200 · Engineering	80,942.58	62,500.08	18,442.50
6320 · Equipment & Tools, Expensed	4,742.32	5,000.04	-257.72

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

	Jul - Dec 23	Water Budget	\$ Over Budget
6330 · Facilities			
6335 · Alarm Services	649.02	1,000.02	-351.00
6337 · Landscaping	9,231.62	7,500.00	1,731.62
Total 6330 · Facilities	9,880.64	8,500.02	1,380.62
6370 · Lab Supplies & Equipment	11,567.31	2,000.04	9,567.27
6380 · Meter Reading	0.00	250.02	-250.02
6400 · Pumping			
6410 · Pumping Fuel & Electricity	42,949.07	47,500.02	-4,550.95
6420 · Pumping Maintenance, Generators	10,844.41	15,000.00	-4,155.59
6430 · Pumping Maintenance, General	874.29	2,500.02	-1,625.73
6440 · Pumping Equipment, Expensed	0.00	350.04	-350.04
Total 6400 · Pumping	54,667.77	65,350.08	-10,682.31
6500 · Supply			
6510 · Maintenance, Raw Water Mains	0.00	1,250.04	-1,250.04
6520 · Maintenance, Wells	3,103.62	12,500.04	-9,396.42
6530 · Water Purchases	6,176.53	15,000.00	-8,823.47
Total 6500 · Supply	9,280.15	28,750.08	-19,469.93
6600 · Collection/Transmission			
6610 · Hydrants	0.00	5,000.04	-5,000.04
6620 · Maintenance, Water Mains	37,191.99	85,000.02	-47,808.03
6630 · Maintenance, Water Svc Lines	2,127.00	10,000.02	-7,873.02
6640 · Maintenance, Tanks	36.32	2,500.02	-2,463.70
6650 · Maint., Distribution General	3,338.94	7,500.00	-4,161.06
6670 · Meters	117,051.06	15,000.00	102,051.06
Total 6600 · Collection/Transmission	159,745.31	125,000.10	34,745.21
6700 · Treatment			
6710 · Chemicals & Filtering	10,674.74	12,500.04	-1,825.30
6720 · Maintenance, Treatment Equip.	5,486.38	7,500.00	-2,013.62
6730 · Treatment Analysis	14,823.76	17,500.02	-2,676.26
Total 6700 · Treatment	30,984.88	37,500.06	-6,515.18
6770 · Uniforms	2,091.11	1,250.04	841.07
6800 · Vehicles			
6810 · Fuel	4,148.34	6,000.00	-1,851.66
6820 · Truck Equipment, Expensed	940.99	1,000.02	-59.03
6830 · Truck Repairs	927.71	2,500.02	-1,572.31
Total 6800 · Vehicles	6,017.04	9,500.04	-3,483.00
Total 6000 · Operations	375,902.21	363,600.72	12,301.49
Total Expense	1,143,839.08	1,133,509.08	10,330.00
Net Ordinary Income	118,743.13	32,791.02	85,952.11

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

	Jul - Dec 23	Water Budget	\$ Over Budget
Other Income/Expense			
Other Income			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	138,790.58	92,500.02	46,290.56
7120 · Connection Fees (Remodel)	35,656.62		
7130 · Conn. Fees, PFP (New Constr)	99,680.50	27,500.04	72,180.46
7157 · Fixture Fee Refunds	-26,277.00		
7160 · PFP Pass Thru	-1,540.50		
7165 · Meter Pass Thru Costs	5,732.29		
Total 7100 · Connection Fees	252,042.49	120,000.06	132,042.43
7250 · CAMP Interest Income	94,991.17	30,000.00	64,991.17
7600 · Bond Revenues, G.O.	461,739.61	597,690.50	-135,950.89
7650 · Water System Reliability	563,090.13	555,730.00	7,360.13
Total 7000 · Capital Account Revenues	1,371,863.40	1,303,420.56	68,442.84
Total Other Income	1,371,863.40	1,303,420.56	68,442.84
Other Expense			
8000 · Capital Improvement Program			
8100 · Water	175,244.78	1,932,500.04	-1,757,255.26
Total 8000 · Capital Improvement Program	175,244.78	1,932,500.04	-1,757,255.26
9000 · Capital Account Expenses			
9100 · Interest Expense - GO Bonds	4,967.53	29,805.00	-24,837.47
9125 · PNC Equipment Lease Interest	3,539.86	3,588.00	-48.14
9150 · SRF Loan	28,752.45	28,752.00	0.45
9210 · Conservation Program/Rebates	150.00	0.00	150.00
Total 9000 · Capital Account Expenses	37,409.84	62,145.00	-24,735.16
Total Other Expense	212,654.62	1,994,645.04	-1,781,990.42
Net Other Income	1,159,208.78	-691,224.48	1,850,433.26
Net Income	1,277,951.91	-658,433.46	1,936,385.37

Montara Water & Sanitary District

Funds Balance Sheet

As of December 31, 2023

	Sewer	Water	TOTAL
ASSETS			
Current Assets			
Checking/Savings			
Sewer - Bank Accounts			
Wells Fargo Operating - Sewer	6,509,613.97	0.00	6,509,613.97
LAIF Investment Fund			
Capital Reserve	4,258,688.56	0.00	4,258,688.56
Operating Reserve	524,507.00	0.00	524,507.00
Total LAIF Investment Fund	4,783,195.56	0.00	4,783,195.56
Total Sewer - Bank Accounts	11,292,809.53	0.00	11,292,809.53
Water - Bank Accounts			
CAMP Investment Fund			
Capital Reserve	0.00	3,062,072.13	3,062,072.13
Operating Reserve	0.00	457,772.27	457,772.27
Total CAMP Investment Fund	0.00	3,519,844.40	3,519,844.40
Wells Fargo Operating - Water	0.00	59,284.54	59,284.54
Restricted Cash	0.00	702,016.10	702,016.10
2020 GO Bonds Fund - Chase	0.00	702,016.10	702,016.10
Total Restricted Cash	0.00	702,016.10	702,016.10
Total Water - Bank Accounts	0.00	4,281,145.04	4,281,145.04
Total Checking/Savings	11,292,809.53	4,281,145.04	15,573,954.57
Accounts Receivable			
Sewer - Accounts Receivable			
Lease Receivable	148,905.00	0.00	148,905.00
Accounts Receivable	-3,666.70	0.00	-3,666.70
Sewer - Accounts Receivable - Other	-10,061.79	0.00	-10,061.79
Total Sewer - Accounts Receivable	135,176.51	0.00	135,176.51
Water - Accounts Receivable			
Accounts Receivable	0.00	13,967.03	13,967.03
Accounts Rec. - Backflow	0.00	32,929.11	32,929.11
Accounts Rec. - Water Residents	0.00	156,355.89	156,355.89
Unbilled Water Receivables	0.00	243,766.73	243,766.73
Total Water - Accounts Receivable	0.00	447,018.76	447,018.76
Total Accounts Receivable	135,176.51	447,018.76	582,195.27
Other Current Assets			
Maint/Parts Inventory	0.00	42,656.32	42,656.32
Total Other Current Assets	0.00	42,656.32	42,656.32
Total Current Assets	11,427,986.04	4,770,820.12	16,198,806.16
Fixed Assets			
Sewer - Fixed Assets			
Water - Fixed Assets	8,112,285.54	0.00	8,112,285.54
General Plant	0.00	29,787,721.97	29,787,721.97
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	-15,809,611.00	-15,809,611.00
Total Water - Fixed Assets	0.00	16,119,767.75	16,119,767.75
Total Fixed Assets	8,112,285.54	16,119,767.75	24,232,053.29
Other Assets			
Sewer - Other Assets			
Def'd Amts Related to Pensions	113,218.00	0.00	113,218.00
Joint Power Authority			
SAM - Orig Collection Facility	981,592.00	0.00	981,592.00
SAM - Expansion	1,705,955.08	0.00	1,705,955.08
Total Joint Power Authority	2,687,547.08	0.00	2,687,547.08
Total Sewer - Other Assets	2,800,765.08	0.00	2,800,765.08

Montara Water & Sanitary District

Funds Balance Sheet

As of December 31, 2023

Water - Other Assets			
Def'd Amts Related to Pensions	0.00	252,003.00	252,003.00
Due from Sewer	0.00	1,391,848.36	1,391,848.36
Total Water - Other Assets	0.00	1,643,851.36	1,643,851.36
Total Other Assets	2,800,765.08	1,643,851.36	4,444,616.44
TOTAL ASSETS	<u>22,341,036.66</u>	<u>22,534,439.23</u>	<u>44,875,475.89</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable - Sewer	152,071.74	0.00	152,071.74
Total Accounts Payable	152,071.74	0.00	152,071.74
Credit Cards			
Wells Fargo Credit Card	0.00	1,854.65	1,854.65
Total Credit Cards	0.00	1,854.65	1,854.65
Other Current Liabilities			
Water - Net Pension Liability	0.00	28,173.00	28,173.00
Sewer - Net Pension Liability	12,658.00	0.00	12,658.00
Sewer - Current Liabilities			
Accrued Vacations	10,926.30	0.00	10,926.30
Deposits Payable	39,750.17	0.00	39,750.17
PNC Equip. Loan - S/T	40,477.67	0.00	40,477.67
Total Sewer - Current Liabilities	91,154.14	0.00	91,154.14
Water - Current Liabilities			
Accrued Vacations	0.00	20,027.78	20,027.78
Construction Deposits Payable	0.00	-589.09	-589.09
Deposits Payable	0.00	-71,353.29	-71,353.29
GO Bonds - S/T	0.00	464,600.85	464,600.85
PFP Water Deposits	0.00	4,302.50	4,302.50
PNC Equip. Loan - S/T	0.00	40,477.66	40,477.66
SRF Loan Payable X109 - Current	0.00	92,851.32	92,851.32
Temporary Construction Meter	0.00	41,468.37	41,468.37
Total Water - Current Liabilities	0.00	591,786.10	591,786.10
Payroll Liabilities			
Employee Benefits Payable	10,632.10	0.00	10,632.10
Total Payroll Liabilities	10,632.10	0.00	10,632.10
Total Other Current Liabilities	114,444.24	619,959.10	734,403.34
Total Current Liabilities	266,515.98	621,813.75	888,329.73
Long Term Liabilities			
Sewer - Long Term Liabilities			
Deferred Inflows (Sewer Leases)	141,496.00	0.00	141,496.00
Due to Water Fund	1,391,848.36	0.00	1,391,848.36
Accrued Vacations	29,339.03	0.00	29,339.03
I-Bank Loan	596,289.45	0.00	596,289.45
PNC Equip. Loan - L/T	199,511.05	0.00	199,511.05
Total Sewer - Long Term Liabilities	2,358,483.89	0.00	2,358,483.89
Water - Long Term Liabilities			
2020 GO Bonds	0.00	4,302,407.38	4,302,407.38
Accrued Vacations	0.00	37,678.17	37,678.17
PNC Equip. Loan - L/T	0.00	199,511.11	199,511.11
SRF Loan Payable - X109	0.00	2,333,514.62	2,333,514.62
Total Water - Long Term Liabilities	0.00	6,873,111.28	6,873,111.28
Deferred Inflows (Pensions)			
Sewer	8,715.00	0.00	8,715.00
Water	0.00	19,399.00	19,399.00
Total Deferred Inflows (Pensions)	8,715.00	19,399.00	28,114.00
Total Long Term Liabilities	2,367,198.89	6,892,510.28	9,259,709.17
Total Liabilities	2,633,714.87	7,514,324.03	10,148,038.90

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

Equity			
Sewer - Equity Accounts			
Capital Assets Net	3,408,252.20	0.00	3,408,252.20
Fund Balance - Unrestricted	8,793,316.07	0.00	8,793,316.07
Retained Earnings	511,075.80	0.00	511,075.80
Total Sewer - Equity Accounts	12,712,644.07	0.00	12,712,644.07
Water - Equity Accounts			
Capital Assets Net	0.00	2,868,858.70	2,868,858.70
Restricted Debt Service	0.00	1,384,997.90	1,384,997.90
Unrestricted	0.00	-1,562,801.59	-1,562,801.59
Retained Earnings	0.00	-511,075.80	-511,075.80
Total Water - Equity Accounts	0.00	2,179,979.21	2,179,979.21
Equity Adjustment Account	6,150,133.04	11,562,184.08	17,712,317.12
Net Income	844,544.68	1,277,951.91	2,122,496.59
Total Equity	19,707,321.79	15,020,115.20	34,727,436.99
TOTAL LIABILITIES & EQUITY	<u>22,341,036.66</u>	<u>22,534,439.23</u>	<u>44,875,475.89</u>

Montara Water Sanitary District
Restricted and Non Restricted Cash Assets
July 2023 through June 2024

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Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2023 through June 2024

												TOTAL			
												Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense															
Income															
4220 · Cell Tower Lease												42,417.00	83,000.00	-40,583.00	51.11%
4400 · Fees															
4410 · Administrative Fee (New Constr)												1,244.00	4,000.00	-2,756.00	31.1%
4420 · Administrative Fee (Remodel)													1,000.00	-1,000.00	
4430 · Inspection Fee (New Constr)												1,178.00	4,000.00	-2,822.00	29.45%
4440 · Inspection Fee (Remodel)													1,000.00	-1,000.00	
4460 · Remodel Fees												4,557.00	8,000.00	-3,443.00	56.96%
4470 · Other Fees												160.00			
Total 4400 · Fees												7,139.00	18,000.00	-10,861.00	39.66%
4510 · Grants												732,291.90			
4610 · Property Tax Receipts												273,694.80	300,000.00	-26,305.20	91.23%
4710 · Sewer Service Charges												1,961,842.04	3,883,231.00	-1,921,388.96	50.52%
4720 · Sewer Service Refunds, Customer												-6,682.82	-10,000.00	3,317.18	66.83%
4760 · Waste Collection Revenues												14,442.32	30,000.00	-15,557.68	48.14%
4990 · Other Revenue												194.94			
Total Income												3,025,339.18	4,304,231.00	-1,278,891.82	70.29%
Gross Profit												3,025,339.18	4,304,231.00	-1,278,891.82	70.29%
Expense															
5000 · Administrative															
5190 · Bank Fees												3,469.30	6,000.00	-2,530.70	57.82%
5200 · Board of Directors															
5210 · Board Meetings												3,113.85	4,000.00	-886.15	77.85%
5220 · Director Fees												4,200.00	10,000.00	-5,800.00	42.0%
5230 · Election Expenses												7,500.00	15,000.00	-7,500.00	50.0%
Total 5200 · Board of Directors												14,813.85	29,000.00	-14,186.15	51.08%
5250 · Conference Attendance												1,145.03	10,000.00	-8,854.97	11.45%
5270 · Information Systems												2,995.76	6,000.00	-3,004.24	49.93%
5300 · Insurance															
5310 · Fidelity Bond													500.00	-500.00	
5320 · Property & Liability Insurance												12,109.75	10,000.00	2,109.75	121.1%
Total 5300 · Insurance												12,109.75	10,500.00	1,609.75	115.33%
5350 · LAFCO Assessment													3,000.00	-3,000.00	
5400 · Legal															
5430 · General Legal												40,671.15	200,000.00	-159,328.85	20.34%
5440 · Litigation												37,068.34			
Total 5400 · Legal												77,739.49	200,000.00	-122,260.51	38.87%
5510 · Maintenance, Office												1,642.19	25,000.00	-23,357.81	6.57%
5530 · Memberships												4,500.00	5,000.00	-500.00	90.0%
5540 · Office Supplies												3,401.46	8,250.00	-4,848.54	41.23%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2023 through June 2024

													TOTAL			
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
5550 · Postage				1,031.57	8.01	207.10							1,246.68	1,150.00	96.68	108.41%
5560 · Printing & Publishing	487.82	373.78	55.79	1,503.62	76.85	211.71							2,709.57	2,250.00	459.57	120.43%
5600 · Professional Services																
5610 · Accounting	3,650.00	3,927.50	4,852.50	2,715.00	3,555.00	2,255.00							20,955.00	39,000.00	-18,045.00	53.73%
5620 · Audit			2,500.00	5,000.00	1,200.00								8,700.00	13,500.00	-4,800.00	64.44%
5630 · Consulting	1,815.81	6,142.14	1,531.25	6,018.05	3,297.44	2,613.40							21,418.09	52,250.00	-30,831.91	40.99%
5640 · Data Services	1,199.50	9,213.23											10,412.73	10,000.00	412.73	104.13%
5650 · Labor & HR Support	427.00		213.50	242.32	427.00								1,309.82	2,500.00	-1,190.18	52.39%
5660 · Payroll Services	91.64	125.56	91.64	127.00	97.38	94.52							627.74	1,000.00	-372.26	62.77%
Total 5600 · Professional Services	7,183.95	19,408.43	9,188.89	14,102.37	8,576.82	4,962.92							63,423.38	118,250.00	-54,826.62	53.64%
5710 · San Mateo Co. Tax Roll Charges				119.00									119.00	2,500.00	-2,381.00	4.76%
5720 · Telephone & Internet	4,475.47	4,484.79	823.77	-1,236.40	4,373.09	213.43							13,134.15	40,000.00	-26,865.85	32.84%
5730 · Mileage Reimbursement			294.24	19.95									314.19	2,000.00	-1,685.81	15.71%
5740 · Reference Materials														200.00	-200.00	
5790 · Other Adminstrative		18.04	337.66	-4,001.39									-3,645.69			
5800 · Labor																
5810 · CalPERS 457 Deferred Plan	1,681.16	1,885.79	5,067.93	1,848.36	1,866.71	1,751.73							14,101.68	21,486.00	-7,384.32	65.63%
5820 · Employee Benefits	8,438.94		4,219.47	4,219.47	8,859.65								25,737.53	52,135.00	-26,397.47	49.37%
5830 · Disability Insurance	152.55	152.55	152.55	152.55	155.57	155.56							921.33	2,271.00	-1,349.67	40.57%
5840 · Payroll Taxes	1,912.24	2,160.35	1,803.49	1,697.32	1,296.84	930.98							9,801.22	25,393.00	-15,591.78	38.6%
5850 · PARS	1,738.30	1,837.33	1,389.08	1,147.96	1,078.94	572.73							7,764.34	22,147.00	-14,382.66	35.06%
5900 · Wages																
5910 · Management	9,567.78	9,567.78	21,271.59	26,784.88	10,034.88	10,109.88							87,336.79	122,617.00	-35,280.21	71.23%
5920 · Staff	15,224.71	16,901.35	15,741.43	16,465.59	16,103.67	15,611.23							96,047.98	205,767.00	-109,719.02	46.68%
5930 · Staff Certification	175.00	175.00	175.00	175.00	175.00	175.00							1,050.00	1,800.00	-750.00	58.33%
5940 · Staff Overtime	29.42	941.52	804.21	147.11	1,333.81	58.84							3,314.91	1,754.00	1,560.91	188.99%
5950 · Staff Standby		654.55		322.80									977.35			
Total 5900 · Wages	24,996.91	28,240.20	37,992.23	43,895.38	27,647.36	25,954.95							188,727.03	331,938.00	-143,210.97	56.86%
5960 · Worker's Comp Insurance			791.00			707.08							1,498.08	2,913.00	-1,414.92	51.43%
Total 5800 · Labor	38,920.10	34,276.22	51,415.75	52,961.04	40,905.07	30,073.03							248,551.21	458,283.00	-209,731.79	54.24%
Total 5000 · Administrative	77,191.55	62,137.16	101,375.22	74,593.98	78,253.31	54,118.10							447,669.32	927,383.00	-479,713.68	48.27%
6000 · Operations																
6170 · Claims, Property Damage														10,000.00	-10,000.00	
6195 · Education & Training														2,000.00	-2,000.00	
6200 · Engineering																
6220 · General Engineering	2,962.50	917.50	2,508.00	3,657.50	1,463.00	5,240.50							16,749.00	70,000.00	-53,251.00	23.93%
Total 6200 · Engineering	2,962.50	917.50	2,508.00	3,657.50	1,463.00	5,240.50							16,749.00	70,000.00	-53,251.00	23.93%
6330 · Facilities																
6335 · Alarm Services	690.60	430.08	560.82	557.10	430.08	560.82							3,229.50	6,000.00	-2,770.50	53.83%
6337 · Landscaping				3,000.00									3,000.00	6,000.00	-3,000.00	50.0%
Total 6330 · Facilities	690.60	430.08	560.82	3,557.10	430.08	560.82							6,229.50	12,000.00	-5,770.50	51.91%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2023 through June 2024

													TOTAL			
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
6400 · Pumping																
6410 · Pumping Fuel & Electricity	3,549.85	3,553.27	3,590.30	3,016.65	3,076.52	2,980.47							19,767.06	50,000.00	-30,232.94	39.53%
6420 · Pumping Maintenance, Generators	2,260.00				2,172.00	83.42							4,515.42	15,000.00	-10,484.58	30.1%
Total 6400 · Pumping	5,809.85	3,553.27	3,590.30	3,016.65	5,248.52	3,063.89							24,282.48	65,000.00	-40,717.52	37.36%
6600 · Collection/Transmission																
6660 · Maintenance, Collection System														10,000.00	-10,000.00	
Total 6600 · Collection/Transmission														10,000.00	-10,000.00	
6770 · Uniforms														200.00	-200.00	
6800 · Vehicles																
6810 · Fuel	203.38	229.19	205.45		288.05	456.71							1,382.78	2,000.00	-617.22	69.14%
6820 · Truck Equipment, Expensed	202.73	41.52			10.90	58.51							313.66	200.00	113.66	156.83%
6830 · Truck Repairs	31.08				278.16								309.24	1,000.00	-690.76	30.92%
Total 6800 · Vehicles	437.19	270.71	205.45		577.11	515.22							2,005.68	3,200.00	-1,194.32	62.68%
6900 · Sewer Authority Midcoastside																
6910 · SAM Collections	24,571.83	24,571.83	24,571.83	24,571.83	24,571.83	24,571.83							147,430.98	294,862.00	-147,431.02	50.0%
6920 · SAM Operations	118,801.91	118,801.91	118,801.91	118,801.91	118,801.91	851,093.81							1,445,103.36	1,806,452.00	-361,348.64	80.0%
6930 · SAM Prior Year Adjustment				51,805.20									51,805.20			
6940 · SAM Maintenance, Collection Sys						465.25							465.25	45,000.00	-44,534.75	1.03%
6950 · SAM Maintenance, Pumping		13,861.24	2,211.68	17,363.23	681.95	30,464.99							64,583.09	130,000.00	-65,416.91	49.68%
6960 · SAM NDWSCP			150.00	6,020.00		630.00							6,800.00			
Total 6900 · Sewer Authority Midcoastside	143,373.74	157,234.98	145,735.42	218,562.17	144,055.69	907,225.88							1,716,187.88	2,276,314.00	-560,126.12	75.39%
Total 6000 · Operations	153,273.88	162,406.54	152,599.99	228,793.42	151,774.40	916,606.31							1,765,454.54	2,448,714.00	-683,259.46	72.1%
Total Expense	230,465.43	224,543.70	253,975.21	303,387.40	230,027.71	970,724.41							2,213,123.86	3,376,097.00	-1,162,973.14	65.55%
Net Ordinary Income	-217,561.77	-108,172.69	-244,645.68	-289,071.54	-209,319.99	1,880,986.99							812,215.32	928,134.00	-115,918.68	87.51%
Other Income/Expense																
Other Income																
7000 · Capital Account Revenues																
7100 · Connection Fees																
7110 · Connection Fees (New Constr)	65,222.00				33,986.00								99,208.00	220,000.00	-120,792.00	45.1%
7120 · Connection Fees (Remodel)				12,231.00	26,820.00								39,051.00	55,000.00	-15,949.00	71.0%
7152 · Connection Fee Refunds														-20,000.00	20,000.00	
7153 · Add'l Fixture Units (New Const)	6,705.00	9,657.00		3,231.00	4,077.00								23,670.00	20,000.00	3,670.00	118.35%
7155 · Add'l Fixture Units (Remodel)		8,154.00	17,595.00		29,898.00	47,130.00							102,777.00	20,000.00	82,777.00	513.89%
7157 · Fixture Fee Refunds																
7160 · PFP Pass Thru					-2,858.00								-2,858.00			
7165 · Meter Pass Thru Costs						-268.05							-268.05			
Total 7100 · Connection Fees	71,927.00	17,811.00	17,595.00	15,462.00	91,923.00	46,861.95							261,579.95	295,000.00	-33,420.05	88.67%
7200 · Interest Income - LAIF	36,929.21			42,747.46									79,676.67	60,000.00	19,676.67	132.79%
Total 7000 · Capital Account Revenues	108,856.21	17,811.00	17,595.00	58,209.46	91,923.00	46,861.95							341,256.62	355,000.00	-13,743.38	96.13%
Total Other Income	108,856.21	17,811.00	17,595.00	58,209.46	91,923.00	46,861.95							341,256.62	355,000.00	-13,743.38	96.13%
Other Expense																

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2023 through June 2024

													TOTAL			
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
8000 · Capital Improvement Program																
8075 · Sewer	16,731.70	83,146.82	83,240.65	114,561.06	4,956.35	1,149.50							303,786.08	3,999,285.00	-3,695,498.92	7.6%
8100 · Water																
Total 8000 · Capital Improvement Program	16,731.70	83,146.82	83,240.65	114,561.06	4,956.35	1,149.50							303,786.08	3,999,285.00	-3,695,498.92	7.6%
9000 · Capital Account Expenses																
9125 · PNC Equipment Lease Interest	1,015.55		655.59	639.27	622.91	606.51							3,539.83	7,176.00	-3,636.17	49.33%
9200 · I-Bank Loan	1,601.35												1,601.35	18,702.00	-17,100.65	8.56%
Total 9000 · Capital Account Expenses	2,616.90		655.59	639.27	622.91	606.51							5,141.18	25,878.00	-20,736.82	19.87%
Total Other Expense	19,348.60	83,146.82	83,896.24	115,200.33	5,579.26	1,756.01							308,927.26	4,025,163.00	-3,716,235.74	7.68%
Net Other Income	89,507.61	-65,335.82	-66,301.24	-56,990.87	86,343.74	45,105.94							32,329.36	-3,670,163.00	3,702,492.36	-0.88%
Net Income	-128,054.16	-173,508.51	-310,946.92	-346,062.41	-122,976.25	1,926,092.93							844,544.68	-2,742,029.00	3,586,573.68	-30.8%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2023 through June 2024

												TOTAL			
												Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24			
Income															
4400 · Fees															
4410 · Administrative Fee (New Constr)				1,244.00								1,244.00	4,000.00	-2,756.00	31.1%
4420 · Administrative Fee (Remodel)													600.00	-600.00	
4430 · Inspection Fee (New Constr)				1,178.00								1,178.00	4,000.00	-2,822.00	29.45%
4440 · Inspection Fee (Remodel)															
4450 · Mainline Extension Fees															
4470 · Other Fees	160.00											160.00			
Total 4400 · Fees	160.00			2,422.00								2,582.00	8,600.00	-6,018.00	30.02%
4610 · Property Tax Receipts	-0.01	102,896.55	286.43	324.00	18,998.48	151,189.31						273,694.76	300,000.00	-26,305.24	91.23%
4740 · Testing, Backflow	1,486.00	1,496.00	2,176.00		2,040.00	9,178.00						16,376.00	18,000.00	-1,624.00	90.98%
4810 · Water Sales, Domestic	142,714.49	205,441.91	156,717.66	153,940.81	170,874.59	140,045.03						969,734.49	2,014,000.00	-1,044,265.51	48.15%
4850 · Water Sales Refunds, Customer													-8,000.00	8,000.00	
4990 · Other Revenue		22.35		21.73	150.88							194.96			
Total Income	144,360.48	309,856.81	159,180.09	156,708.54	192,063.95	300,412.34						1,262,582.21	2,332,600.00	-1,070,017.79	54.13%
Gross Profit	144,360.48	309,856.81	159,180.09	156,708.54	192,063.95	300,412.34						1,262,582.21	2,332,600.00	-1,070,017.79	54.13%
Expense															
5000 · Administrative															
5190 · Bank Fees	1,281.04	325.63	337.05	332.67	345.93							2,622.32	5,500.00	-2,877.68	47.68%
5200 · Board of Directors															
5210 · Board Meetings		200.00	2,113.85		400.00	400.00						3,113.85	4,000.00	-886.15	77.85%
5220 · Director Fees		1,800.00	900.00		750.00	750.00						4,200.00	10,000.00	-5,800.00	42.0%
5230 · Election Expenses			7,500.00									7,500.00	15,000.00	-7,500.00	50.0%
Total 5200 · Board of Directors		2,000.00	10,513.85		1,150.00	1,150.00						14,813.85	29,000.00	-14,186.15	51.08%
5240 · CDPH Fees						4,614.00						4,614.00	18,000.00	-13,386.00	25.63%
5250 · Conference Attendance	415.00	337.50	1,048.49									1,800.99	15,000.00	-13,199.01	12.01%
5270 · Information Systems		779.87	1,355.25	254.37	162.50	443.75						2,995.74	6,500.00	-3,504.26	46.09%
5300 · Insurance															
5310 · Fidelity Bond													500.00	-500.00	
5320 · Property & Liability Insurance	13,159.75				656.00							13,815.75	10,000.00	3,815.75	138.16%
Total 5300 · Insurance	13,159.75				656.00							13,815.75	10,500.00	3,315.75	131.58%
5350 · LAFCO Assessment													3,000.00	-3,000.00	
5400 · Legal															
5430 · General Legal	8,598.00		17,211.16	5,158.00	4,462.00	5,222.00						40,651.16	75,000.00	-34,348.84	54.2%
5440 · Litigation	208.00		544.00	640.00	80.00							1,472.00			
Total 5400 · Legal	8,806.00		17,755.16	5,798.00	4,542.00	5,222.00						42,123.16	75,000.00	-32,876.84	56.16%
5510 · Maintenance, Office	179.80	95.16	1,262.23	130.00		470.27						2,137.46	25,000.00	-22,862.54	8.55%
5530 · Memberships					4,500.00	17,345.00						21,845.00	25,000.00	-3,155.00	87.38%
5540 · Office Supplies	611.03	132.89	675.00	649.84	1,231.85	100.75						3,401.36	6,250.00	-2,848.64	54.42%
5550 · Postage	1,589.08	2,283.68		2,431.23	1,482.23	2,671.90						10,458.12	14,750.00	-4,291.88	70.9%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2023 through June 2024

													TOTAL			
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
5560 · Printing & Publishing	550.02	1,098.18	1,285.66	1,503.59	76.85	211.70							4,726.00	5,750.00	-1,024.00	82.19%
5600 · Professional Services																
5610 · Accounting	3,650.00	3,927.50	4,852.50	2,715.00	3,555.00	2,255.00							20,955.00	39,000.00	-18,045.00	53.73%
5620 · Audit			2,500.00	5,000.00	1,200.00								8,700.00	13,500.00	-4,800.00	64.44%
5630 · Consulting	1,815.82	6,142.15	1,531.25	6,018.05	3,297.42	2,613.39							21,418.08	67,250.00	-45,831.92	31.85%
5640 · Data Services	1,199.50												1,199.50	1,000.00	199.50	119.95%
5650 · Labor & HR Support	427.00		213.50	242.32	427.00								1,309.82	2,500.00	-1,190.18	52.39%
5660 · Payroll Services	91.66	125.58	91.66	127.01	97.40	94.52							627.83	1,000.00	-372.17	62.78%
Total 5600 · Professional Services	7,183.98	10,195.23	9,188.91	14,102.38	8,576.82	4,962.91							54,210.23	124,250.00	-70,039.77	43.63%
5710 · San Mateo Co. Tax Roll Charges				119.00									119.00	2,500.00	-2,381.00	4.76%
5720 · Telephone & Internet	4,834.41	5,213.00	1,531.82	-504.07	5,110.42	950.76							17,136.34	50,000.00	-32,863.66	34.27%
5730 · Mileage Reimbursement	282.85		294.24	19.95	93.83								690.87	2,000.00	-1,309.13	34.54%
5740 · Reference Materials														500.00	-500.00	
5790 · Other Adminstrative	320.84	2,791.24	337.66	-4,007.39									-557.65			
5800 · Labor																
5810 · CalPERS 457 Deferred Plan	4,078.38	4,456.34	7,647.51	4,108.95	4,330.33	3,637.47							28,258.98	51,461.00	-23,202.02	54.91%
5820 · Employee Benefits	22,675.89		12,565.44	12,565.44	26,371.12								74,177.89	155,291.00	-81,113.11	47.77%
5830 · Disability Insurance	329.39	329.39	329.39	345.27	338.38	334.39							2,006.21	5,572.00	-3,565.79	36.01%
5840 · Payroll Taxes	4,563.59	4,982.88	4,656.38	4,588.65	4,535.48	3,592.84							26,919.82	59,514.00	-32,594.18	45.23%
5850 · PARS	3,731.96	4,020.87	3,427.57	3,189.41	2,896.61	2,070.28							19,336.70	47,101.00	-27,764.30	41.05%
5900 · Wages																
5910 · Management	9,567.80	9,567.80	21,271.61	26,784.88	10,034.88	10,109.88							87,336.85	122,617.00	-35,280.15	71.23%
5920 · Staff	42,121.16	46,357.89	42,735.32	49,078.01	47,502.09	43,440.03							271,234.50	554,440.00	-283,205.50	48.92%
5930 · Staff Certification	775.00	925.00	925.00	925.00	825.00	725.00							5,100.00	11,400.00	-6,300.00	44.74%
5940 · Staff Overtime	4,349.89	4,430.67	7,494.35	2,315.35	8,336.35	3,548.80							30,475.41	60,420.00	-29,944.59	50.44%
5950 · Staff Standby	2,840.75	3,854.13	2,858.70	2,586.90	3,283.62	2,926.54							18,350.64	29,086.00	-10,735.36	63.09%
Total 5900 · Wages	59,654.60	65,135.49	75,284.98	81,690.14	69,981.94	60,750.25							412,497.40	777,963.00	-365,465.60	53.02%
5960 · Worker's Comp Insurance			3,847.57			3,939.76							7,787.33	24,413.00	-16,625.67	31.9%
Total 5800 · Labor	95,033.81	78,924.97	107,758.84	106,487.86	108,453.86	74,324.99							570,984.33	1,121,315.00	-550,330.67	50.92%
Total 5000 · Administrative	134,247.61	104,177.35	153,344.16	127,317.43	136,382.29	112,468.03							767,936.87	1,539,815.00	-771,878.13	49.87%
6000 · Operations																
6160 · Backflow Prevention						706.07							706.07	1,000.00	-293.93	70.61%
6170 · Claims, Property Damage		393.15											393.15	10,000.00	-9,606.85	3.93%
6180 · Communications																
6185 · SCADA Maintenance				1,760.00	2,591.89								4,351.89	20,000.00	-15,648.11	21.76%
Total 6180 · Communications				1,760.00	2,591.89								4,351.89	20,000.00	-15,648.11	21.76%
6195 · Education & Training		125.00	39.99	242.00	125.00								531.99	5,000.00	-4,468.01	10.64%
6200 · Engineering																
6220 · General Engineering	825.00		495.00			42.58							1,362.58	10,000.00	-8,637.42	13.63%
6230 · Water Quality Engineering	9,085.00	5,165.00	5,885.00	21,245.00	27,837.50	10,362.50							79,580.00	115,000.00	-35,420.00	69.2%
Total 6200 · Engineering	9,910.00	5,165.00	6,380.00	21,245.00	27,837.50	10,405.08							80,942.58	125,000.00	-44,057.42	64.75%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2023 through June 2024

												TOTAL				
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
6320 · Equipment & Tools, Expensed	582.95	1,363.48	309.93	1,279.72	488.50	717.74							4,742.32	10,000.00	-5,257.68	47.42%
6330 · Facilities																
6335 · Alarm Services	260.52		130.74	127.02		130.74							649.02	2,000.00	-1,350.98	32.45%
6337 · Landscaping	860.00		1,065.00	3,860.00	2,381.62	1,065.00							9,231.62	15,000.00	-5,768.38	61.54%
Total 6330 · Facilities	1,120.52		1,195.74	3,987.02	2,381.62	1,195.74							9,880.64	17,000.00	-7,119.36	58.12%
6370 · Lab Supplies & Equipment		5,642.00	157.51	454.80	4,984.86	328.14							11,567.31	4,000.00	7,567.31	289.18%
6380 · Meter Reading														500.00	-500.00	
6400 · Pumping																
6410 · Pumping Fuel & Electricity	5,171.86	8,046.47	8,298.03	7,304.76	7,021.24	7,106.71							42,949.07	95,000.00	-52,050.93	45.21%
6420 · Pumping Maintenance, Generators	2,260.00				496.00	8,088.41							10,844.41	30,000.00	-19,155.59	36.15%
6430 · Pumping Maintenance, General		874.29											874.29	5,000.00	-4,125.71	17.49%
6440 · Pumping Equipment, Expensed														700.00	-700.00	
Total 6400 · Pumping	7,431.86	8,920.76	8,298.03	7,304.76	7,517.24	15,195.12							54,667.77	130,700.00	-76,032.23	41.83%
6500 · Supply																
6510 · Maintenance, Raw Water Mains														2,500.00	-2,500.00	
6520 · Maintenance, Wells	1,082.80	941.29			1,079.53								3,103.62	25,000.00	-21,896.38	12.41%
6530 · Water Purchases					6,176.53								6,176.53	30,000.00	-23,823.47	20.59%
Total 6500 · Supply	1,082.80	941.29			7,256.06								9,280.15	57,500.00	-48,219.85	16.14%
6600 · Collection/Transmission																
6610 · Hydrants														10,000.00	-10,000.00	
6620 · Maintenance, Water Mains		16,022.90	8,107.37	3,644.94	9,416.78								37,191.99	170,000.00	-132,808.01	21.88%
6630 · Maintenance, Water Svc Lines		2,127.00											2,127.00	20,000.00	-17,873.00	10.64%
6640 · Maintenance, Tanks			36.32										36.32	5,000.00	-4,963.68	0.73%
6650 · Maint., Distribution General		1,443.75		1,818.37	56.05	20.77							3,338.94	15,000.00	-11,661.06	22.26%
6670 · Meters		7,832.87	114.06	65,325.78	114.48	43,663.87							117,051.06	30,000.00	87,051.06	390.17%
Total 6600 · Collection/Transmission		27,426.52	8,257.75	70,789.09	9,587.31	43,684.64							159,745.31	250,000.00	-90,254.69	63.9%
6700 · Treatment																
6710 · Chemicals & Filtering		7,646.01		1,713.67	175.38	1,139.68							10,674.74	25,000.00	-14,325.26	42.7%
6720 · Maintenance, Treatment Equip.		206.57	3,398.80	429.54	1,073.20	378.27							5,486.38	15,000.00	-9,513.62	36.58%
6730 · Treatment Analysis	283.15	2,479.00	7,568.68	2,073.74	1,782.19	637.00							14,823.76	35,000.00	-20,176.24	42.35%
Total 6700 · Treatment	283.15	10,331.58	10,967.48	4,216.95	3,030.77	2,154.95							30,984.88	75,000.00	-44,015.12	41.31%
6770 · Uniforms	834.88	216.66	418.17	-21.87	451.05	192.22							2,091.11	2,500.00	-408.89	83.64%
6800 · Vehicles																
6810 · Fuel	610.11	687.57	616.38	1,152.20	770.89	311.19							4,148.34	12,000.00	-7,851.66	34.57%
6820 · Truck Equipment, Expensed	608.19	124.55		43.59	199.17	-34.51							940.99	2,000.00	-1,059.01	47.05%
6830 · Truck Repairs	93.23			1,112.64	-278.16								927.71	5,000.00	-4,072.29	18.55%
Total 6800 · Vehicles	1,311.53	812.12	616.38	2,308.43	691.90	276.68							6,017.04	19,000.00	-12,982.96	31.67%
Total 6000 · Operations	22,557.69	61,337.56	36,640.98	113,565.90	66,943.70	74,856.38							375,902.21	727,200.00	-351,297.79	51.69%
Total Expense	156,805.30	165,514.91	189,985.14	240,883.33	203,325.99	187,324.41							1,143,839.08	2,267,015.00	-1,123,175.92	50.46%
Net Ordinary Income	-12,444.82	144,341.90	-30,805.05	-84,174.79	-11,262.04	113,087.93							118,743.13	65,585.00	53,158.13	181.05%
Other Income/Expense																

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2023 through June 2024

													TOTAL			
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
Other Income																
7000 · Capital Account Revenues																
7100 · Connection Fees																
7110 · Connection Fees (New Constr)	52,196.00		8,121.58	26,277.00	26,277.00	25,919.00							138,790.58	185,000.00	-46,209.42	75.02%
7120 · Connection Fees (Remodel)		5,732.88		11,545.38	18,378.36								35,656.62			
7130 · Conn. Fees, PFP (New Constr)	37,299.00	24,413.50		25,374.00	12,594.00								99,680.50	55,000.00	44,680.50	181.24%
7155 · Add'l Fixture Units (Remodel)																
7157 · Fixture Fee Refunds					-26,277.00								-26,277.00			
7160 · PFP Pass Thru				990.00	-2,530.50								-1,540.50			
7165 · Meter Pass Thru Costs	2,624.50	1,375.50	260.50	1,110.00		361.79							5,732.29			
Total 7100 · Connection Fees	92,119.50	31,521.88	8,382.08	65,296.38	28,441.86	26,280.79							252,042.49	240,000.00	12,042.49	105.02%
7250 · CAMP Interest Income	14,999.34	15,646.86	15,448.32	16,381.23	15,995.48	16,519.94							94,991.17	60,000.00	34,991.17	158.32%
7600 · Bond Revenues, G.O.			686.91	288.76		460,763.94							461,739.61	1,195,381.00	-733,641.39	38.63%
7650 · Water System Reliability	1,480.45	814.22		789.44		560,006.02							563,090.13	1,111,460.00	-548,369.87	50.66%
Total 7000 · Capital Account Revenues	108,599.29	47,982.96	24,517.31	82,755.81	44,437.34	1,063,570.69							1,371,863.40	2,606,841.00	-1,234,977.60	52.63%
Total Other Income	108,599.29	47,982.96	24,517.31	82,755.81	44,437.34	1,063,570.69							1,371,863.40	2,606,841.00	-1,234,977.60	52.63%
Other Expense																
8000 · Capital Improvement Program																
8100 · Water	11,518.75	48,683.25	51,416.25	35,145.94	21,795.59	6,685.00							175,244.78	3,865,000.00	-3,689,755.22	4.53%
Total 8000 · Capital Improvement Program	11,518.75	48,683.25	51,416.25	35,145.94	21,795.59	6,685.00							175,244.78	3,865,000.00	-3,689,755.22	4.53%
9000 · Capital Account Expenses																
9100 · Interest Expense - GO Bonds		4,967.53											4,967.53	56,977.00	-52,009.47	8.72%
9125 · PNC Equipment Lease Interest	1,015.56		655.60	639.28	622.91	606.51							3,539.86	7,176.00	-3,636.14	49.33%
9150 · SRF Loan					28,752.45								28,752.45	56,457.00	-27,704.55	50.93%
9210 · Conservation Program/Rebates		150.00											150.00		150.00	100.0%
Total 9000 · Capital Account Expenses	1,015.56	5,117.53	655.60	639.28	29,375.36	606.51							37,409.84	120,610.00	-83,200.16	31.02%
Total Other Expense	12,534.31	53,800.78	52,071.85	35,785.22	51,170.95	7,291.51							212,654.62	3,985,610.00	-3,772,955.38	5.34%
Net Other Income	96,064.98	-5,817.82	-27,554.54	46,970.59	-6,733.61	1,056,279.18							1,159,208.78	-1,378,769.00	2,537,977.78	-84.08%
Net Income	83,620.16	138,524.08	-58,359.59	-37,204.20	-17,995.65	1,169,367.11							1,277,951.91	-1,313,184.00	2,591,135.91	-97.32%

Montara Water & Sanitary District Check Detail

January 22 - 26, 2024

Date	Num	Name	Paid Amount	
Warrants for the Board of Directors Consent Agenda 2/1/2024				
SPLIT				
01/02/2024	14433	ACWA/JPIA	-18,445.86	PAID
01/02/2024	14448	ACWA/JPIA Workers Comp	-4,646.84	PAID
01/02/2024	14434	Aztec Gardens	-1,065.00	PAID
01/02/2024	14435	CalPERS 457 Plan	-6,540.58	PAID
01/02/2024	14436	Cintas	-107.81	PAID
01/02/2024	14437	Comcast	-375.18	PAID
01/02/2024	14450	Huntington National Bank	-14,590.00	PAID
01/02/2024	14451	IEDA	-427.00	PAID
01/02/2024	14438	Lingo	-3,858.60	PAID
01/02/2024	14439	ODP Business Solutions	-155.21	PAID
01/02/2024	14440	RVE ACCOUNTING & ADVISORY SERVICES	-4,510.00	PAID
01/02/2024	14443	Standard Insurance Co.	-489.95	PAID
01/02/2024	14444	Tech Solutions	-475.00	PAID
01/02/2024	14447	U.S. Bank PARS	-5,448.95	PAID
01/02/2024	14452	White Glove Housekeeping	-780.00	PAID
01/12/2024	14455	Carlysle Young	-300.00	PAID
01/10/2024	14453	Wells Fargo Remittance Center	-1,854.65	PAID
12/15/2024	14397	Kathryn Slater-Carter	-300.00	VOIDED
01/15/2024	14460	Bill Softky	-150.00	PAID
01/15/2024	14463	Cruzio Internet	-105.05	PAID
01/15/2024	14466	Kathryn Slater-Carter REPLACES #14397	-300.00	PAID
01/15/2024	14467	Kathryn Slater-Carter	-300.00	PAID
01/15/2024	14470	PCT	-800.00	PAID
01/15/2024	14471	Peter Dekker	-300.00	PAID
01/15/2024	14472	Scott Boyd	-150.00	PAID
01/26/2024	14478	A-B Communications	-175.31	
01/26/2024	14480	Bay Alarm Company	-254.04	
01/26/2024	14482	Bill Softky	-150.00	
01/26/2024	14484	Carlysle Young	-150.00	
01/29/2024	14510	Comcast	-342.47	
01/26/2024	14476	Daniel Joo	-13,094.40	
01/26/2024	14487	Fitzgerald Law Offices	-9,132.00	
01/26/2024	14489	Harris	-713.50	
01/26/2024	14474	Julie Mell	-17,342.58	
01/26/2024	14491	Kastama Strategic Consulting	-3,231.89	
01/26/2024	14492	Kathryn Slater-Carter	-150.00	
01/26/2024	14493	KBA Document Solutions	-63.92	
01/26/2024	14494	Lingo	-3,858.60	
01/26/2024	14497	ODP Business Solutions	-645.96	
01/26/2024	14498	Pacific Gas & Electric	-7,395.80	

Montara Water & Sanitary District
Check Detail

January 22 - 26, 2024

Date	Num	Name	Paid Amount	
01/26/2024	14499	PARS	-895.54	
01/26/2024	14475	PATRICIA ERICKSON	-2,169.76	
01/26/2024	14500	Peter Dekker	-150.00	
01/26/2024	14501	Rauch Communication Consultants, Inc.	-2,201.68	
01/26/2024	14502	Scott Boyd	-150.00	
01/29/2024	14511	Standard Insurance Co.	-489.95	

Montara Water & Sanitary District Check Detail

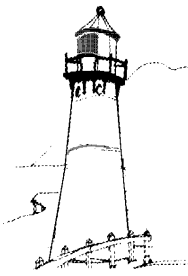
January 22 - 26, 2024

Date	Num	Name	Paid Amount	
WATER				
01/02/2024	14449	Hassett	-148.25	PAID
01/02/2024	14442	SRT Consultants	-25,352.58	PAID
01/02/2024	14446	Timothy Pond	-1,131.84	PAID
01/02/2024	14441	San Mateo County Health Dept	-262.00	PAID
01/12/2024	14454	California Rural Water Association	-945.00	PAID
01/12/2024	14456	Pacific Gas & Electric	-2,344.57	PAID
01/15/2024	14457	Andreini Brothers, Inc.	-41,512.13	PAID
01/15/2024	14459	Badger Meter, Inc.	-3,620.58	PAID
01/15/2024	14461	BSK Lab	-6,738.00	PAID
01/15/2024	14462	Calcon Systems, Inc.	-1,760.00	PAID
01/15/2024	14464	Esbros Chemical	-705.38	PAID
01/15/2024	14465	Hach Company	-653.33	PAID
01/15/2024	14468	McMaster-Carr Supply Co.	-215.43	PAID
01/15/2024	14469	Mossa Excavation	-19,610.56	PAID
01/15/2024	14473	USA Blue Book	-3,158.30	PAID
01/26/2024	14479	Andreini Brothers, Inc.	-6,605.62	
01/29/2024	14509	Andreini Brothers, Inc.	-251.96	
01/26/2024	14481	Bay Area Air Quality Management District	-4,086.00	
01/26/2024	14483	Blue Locker Commercial Diving	-3,500.00	
01/26/2024	14485	County of San Mateo Dept Public Works	-6,855.21	
01/26/2024	14486	Evoqua Water Technologies	-3,108.00	
01/26/2024	14488	Half Moon Bay Grading & Paving Inc.	-14,380.00	
01/26/2024	14507	Jacob Meyer	-229.99	
01/26/2024	14495	MWSD Sewer to GO Bond	460,834.49	
01/26/2024	14505	State Water Resources Control Board	-14,055.08	
01/26/2024	14506	Wells Fargo Remittance Center	-4,827.97	

Montara Water & Sanitary District
Check Detail

January 22 - 26, 2024

Date	Num	Name	Paid Amount	
SEWER				
01/02/2024	14445	U.S. Bank Global Corporate Trust Svcs.	-9,093.41	PAID
01/15/2024	14458	Moss Beach Kombucha	-9,484.00	PAID
01/26/2024	14490	Hue & Cry Security Systems, Inc.	-430.08	
01/26/2024	14496	Nute Engineering	-10,819.00	
01/26/2024	14503	Sewer Authority Mid-Coastside	-24,571.83	
01/26/2024	14504	Sewer Authority Mid-Coastside	-118,801.91	



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **February 1, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: SAM Flow Report for November and December 2023

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

- Flow Reports for November and December 2023
- Collection System Monthly Overflow Report – November and December 2023

The average daily flow for Montara was 0.238 in November and 0.330 MGD in December. There were 0 reportable overflows in November and December in the Montara System. SAM indicates there were 2.01 inches of rain in November and 4.81 inches of rain in December 2023.

RECOMMENDATION:

Review and File.

Attachments

Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, November 2023

November 2023

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

12 Month Moving Total

		12 month rolling Number			
	Total	HMB	GCSD	MWSD	SAM
Roots	1	0	0	1	0
Grease	0	0	0	0	0
Mechanical	2	0	0	0	2
Wet Weather	10	4	0	2	4
Other	2	2	0	0	0
Total	15	6	0	3	6
		40%	0%	20%	40%

Reportable SSOs

		Reportable Number of S.S.O.'s			
	Total	HMB	GCSD	MWSD	SAM
November 2023	0	0	0	0	0
12 Month Moving Total	15	6	0	3	6

SSOs / Year / 100 Miles

		Number of S.S.O.'s /Year/100 Miles			
	Total	HMB	GCSD	MWSD	SAM
November 2023	0.0	0.0	0.0	0.0	0.0
12 Month Moving Total	14.4	16.2	0.0	11.1	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	3.8	5.4	0.0	7.4	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

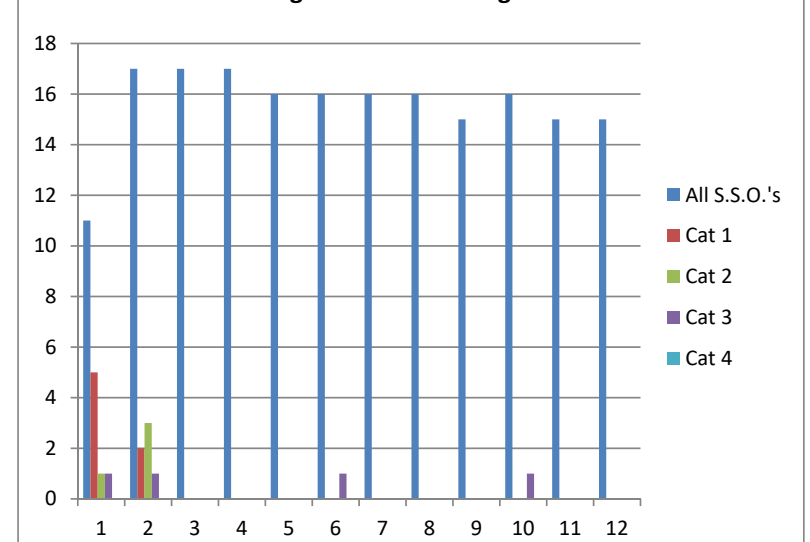
Month	HMB	GCSD	MWSD	Total Feet	Total Miles
Dec - 22	2,384	9,393	5,101	16,878	3.2
Jan - 23	6,748	10,481	8,748	25,977	4.9
Feb - 23	14,417	9,983	6,822	31,222	5.9
Mar - 23	12,243	9,395	10,140	31,778	6.0
Apr - 23	10,883	12,375	8,290	31,548	6.0
May - 23	12,239	11,619	5,356	29,214	5.5
June - 23	11,096	10,472	5,375	26,943	5.1
July - 23	9,325	10,286	4,744	24,355	4.6
Aug - 23	22,726	8,469	9,951	41,146	7.8
Sep - 23	13,355	14,640	5,960	33,955	6.4
Oct - 23	16,290	9,765	10,161	36,216	6.9
Nov - 23	10,835	9,620	10,746	31,201	5.9

Annual ft	142,541	126,498	91,394	360,433	
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Annual Mi.	27.0	24.0	17.3		68.3
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Attachment C

12 Month Moving SSO Totals Through November 2023



Attachment A

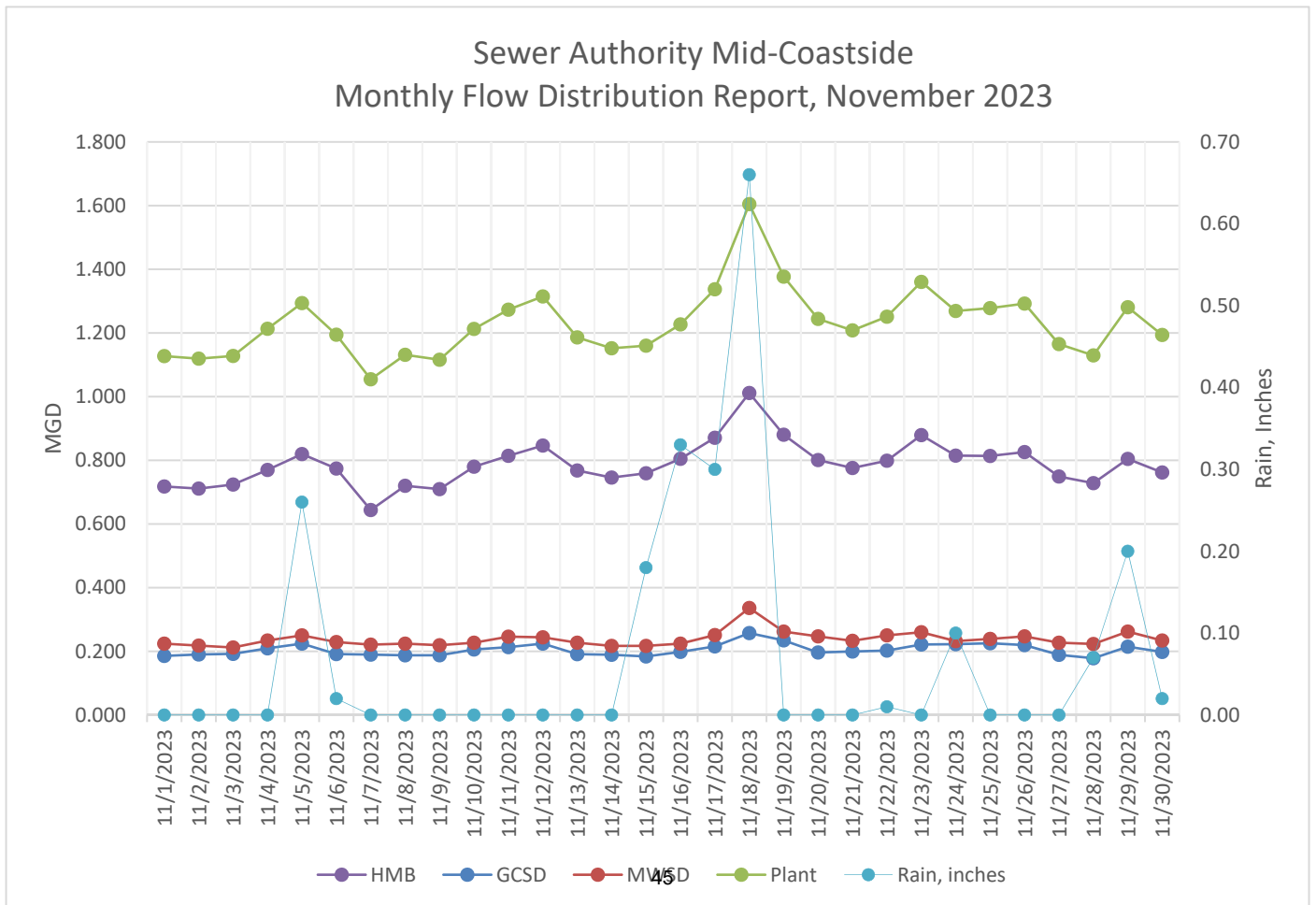
Flow Distribution Report Summary for November 2023

The daily flow report figures for the month of November 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	0.787	64.03%
Granada Community Services District	0.205	16.63%
Montara Water and Sanitary District	<u>0.238</u>	<u>19.34%</u>
Total	1.230	100.0%



Sewer Authority Mid-Coastside

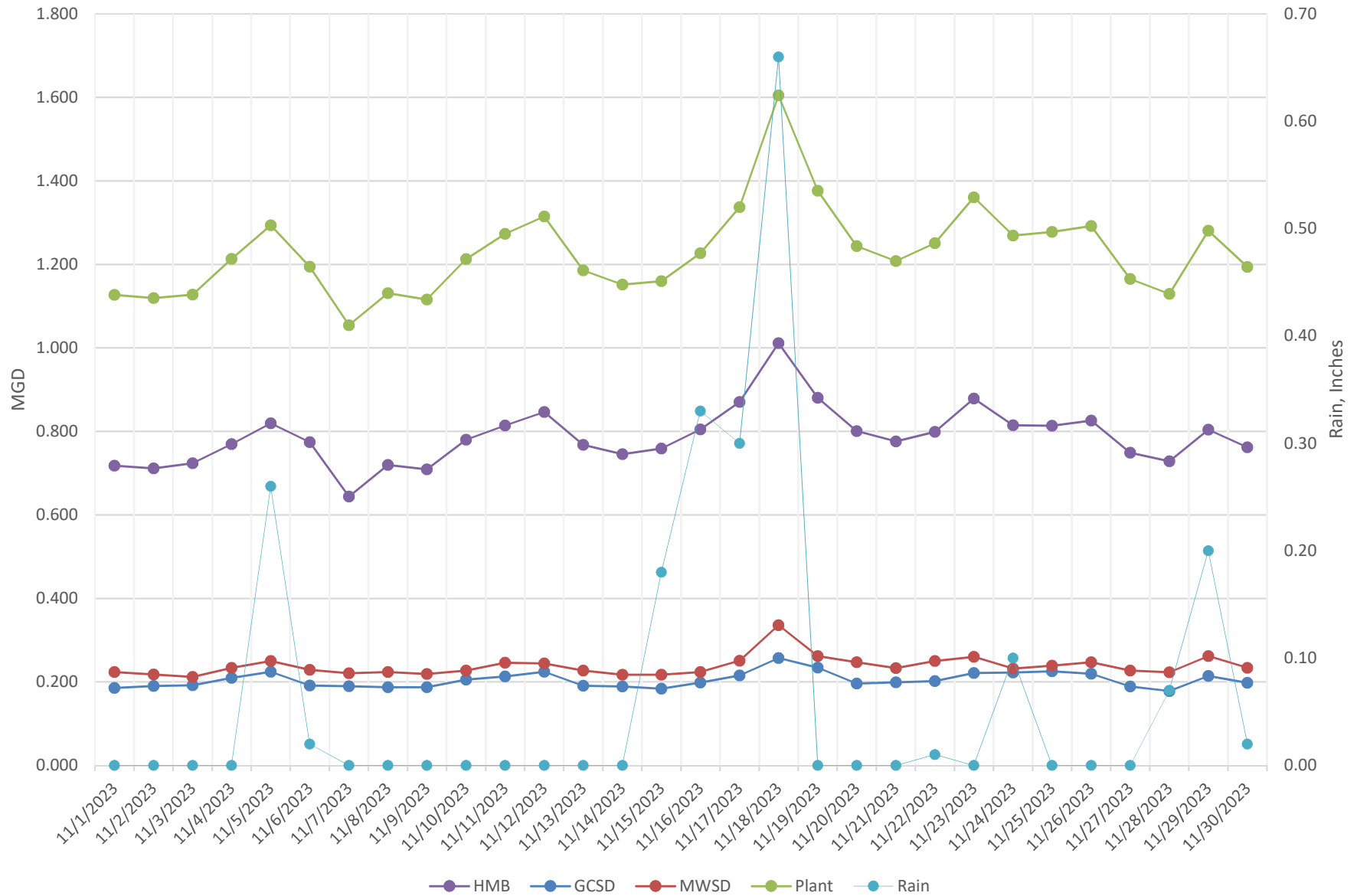
Monthly Flow Distribution Report for November 2023

<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>
11/1/2023	0.718	0.186	0.224	1.127	0.00	0.00	0.00
11/2/2023	0.711	0.190	0.218	1.119	0.00	0.00	0.00
11/3/2023	0.724	0.192	0.212	1.128	0.00	0.00	0.00
11/4/2023	0.770	0.209	0.234	1.213	0.00	0.00	0.00
11/5/2023	0.820	0.224	0.250	1.294	0.26	0.19	0.25
11/6/2023	0.774	0.191	0.229	1.195	0.02	0.00	0.01
11/7/2023	0.644	0.190	0.221	1.054	0.00	0.00	0.00
11/8/2023	0.720	0.187	0.224	1.131	0.00	0.00	0.00
11/9/2023	0.709	0.187	0.219	1.116	0.00	0.00	0.00
11/10/2023	0.780	0.206	0.227	1.213	0.00	0.00	0.00
11/11/2023	0.814	0.213	0.246	1.273	0.00	0.00	0.00
11/12/2023	0.846	0.224	0.244	1.315	0.00	0.00	0.00
11/13/2023	0.768	0.191	0.227	1.186	0.00	0.00	0.00
11/14/2023	0.746	0.189	0.217	1.152	0.00	0.01	0.00
11/15/2023	0.759	0.184	0.217	1.160	0.18	0.12	0.07
11/16/2023	0.805	0.198	0.224	1.227	0.33	0.39	0.39
11/17/2023	0.871	0.215	0.251	1.337	0.30	0.54	0.38
11/18/2023	1.011	0.257	0.336	1.605	0.66	0.59	0.54
11/19/2023	0.880	0.234	0.262	1.377	0.00	0.00	0.00
11/20/2023	0.801	0.196	0.247	1.244	0.00	0.00	0.00
11/21/2023	0.776	0.199	0.233	1.208	0.00	0.00	0.00
11/22/2023	0.799	0.202	0.250	1.251	0.01	0.00	0.00
11/23/2023	0.879	0.221	0.260	1.360	0.00	0.00	0.00
11/24/2023	0.815	0.222	0.232	1.269	0.10	0.00	0.00
11/25/2023	0.814	0.225	0.239	1.278	0.00	0.00	0.00
11/26/2023	0.826	0.219	0.247	1.292	0.00	0.00	0.00
11/27/2023	0.749	0.189	0.227	1.165	0.00	0.00	0.00
11/28/2023	0.728	0.178	0.223	1.130	0.07	0.20	0.18
11/29/2023	0.804	0.214	0.262	1.281	0.20	0.22	0.19
11/30/2023	0.762	0.198	0.234	1.194	0.02	0.00	0.00
Totals	23.622	6.135	7.136	36.893	2.15	2.26	2.01

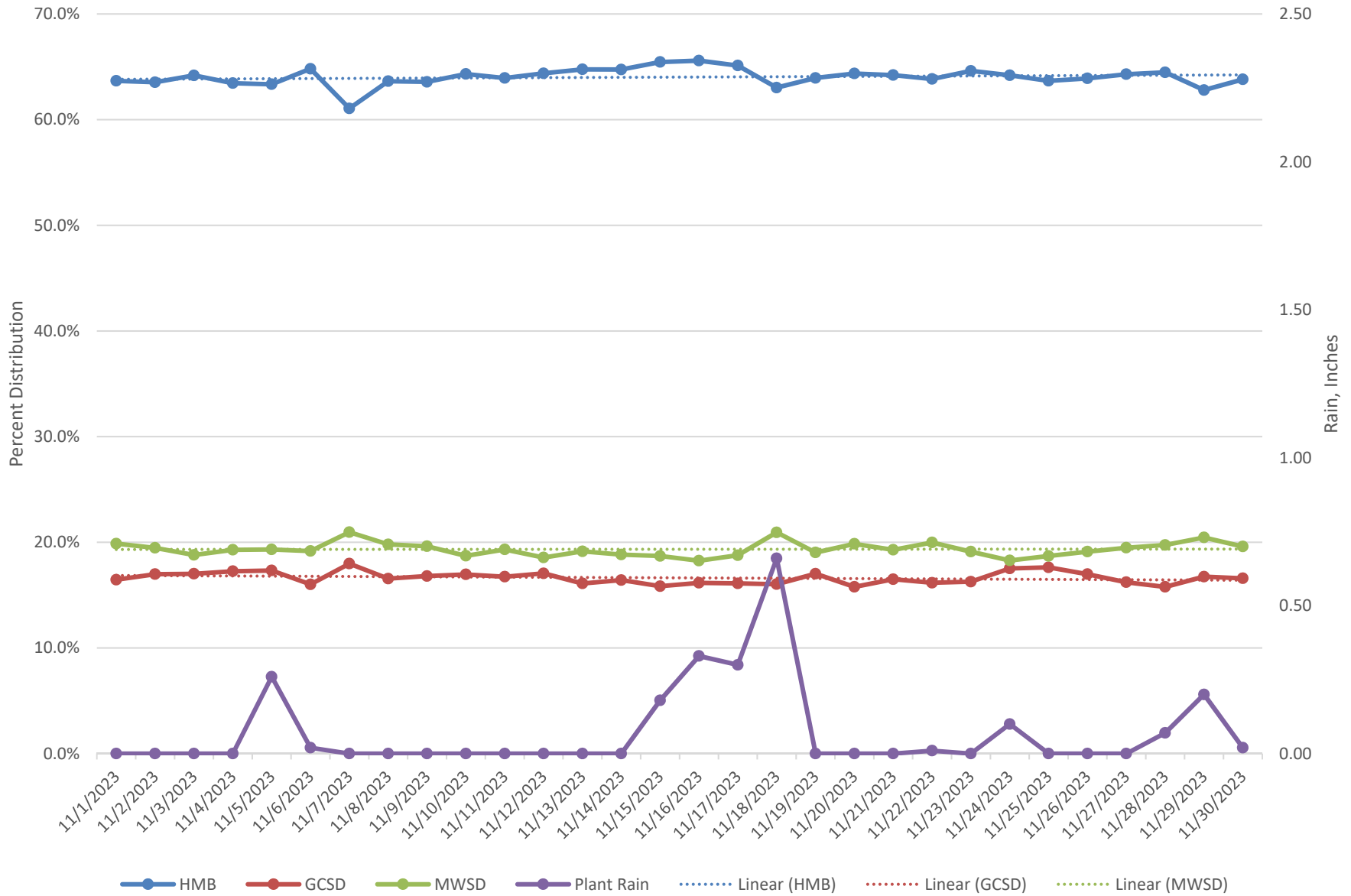
Summary

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.644	0.178	0.212	1.054
Average	0.787	0.205	0.238	1.230
Maximum	1.011	0.257	0.336	1.605
Distribution	64.03%	16.63%	19.34%	100.0%

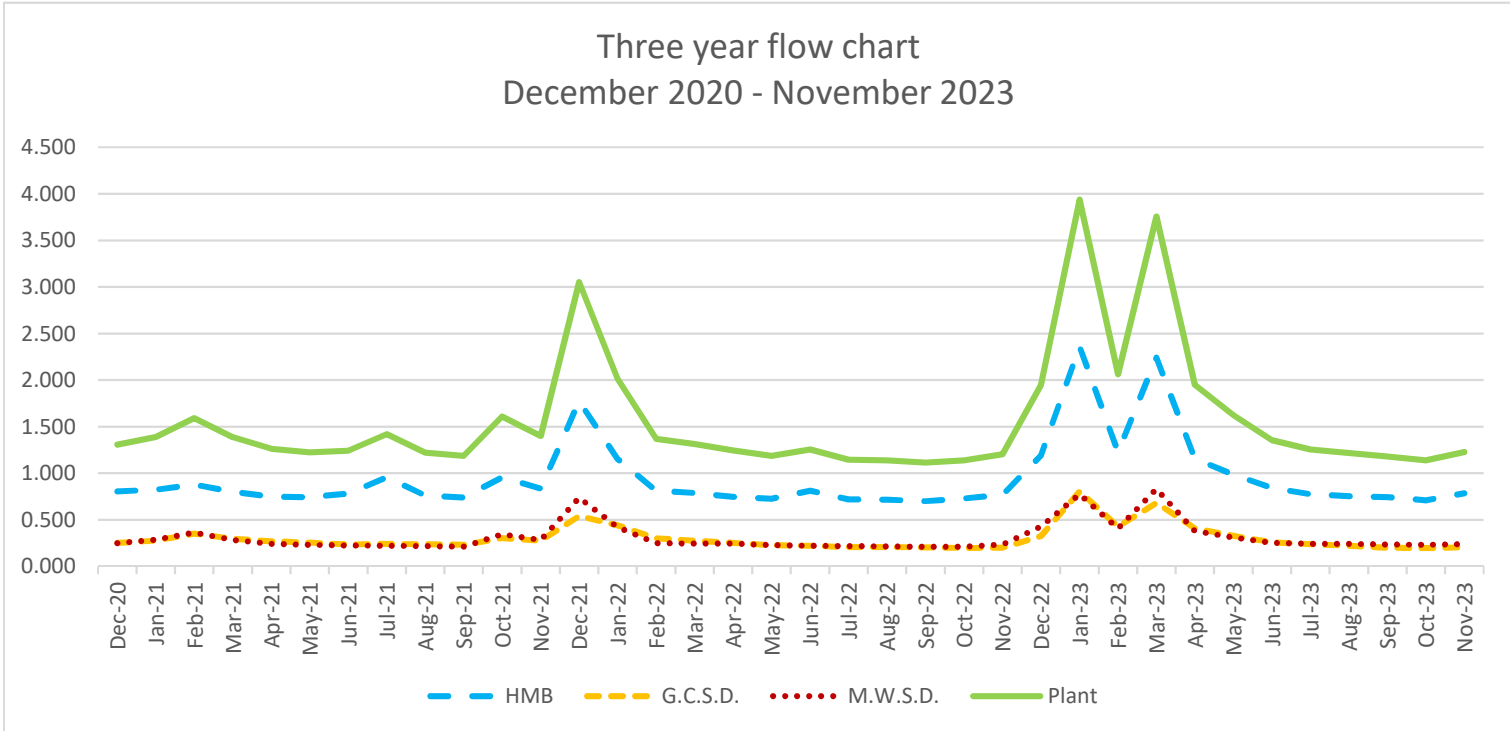
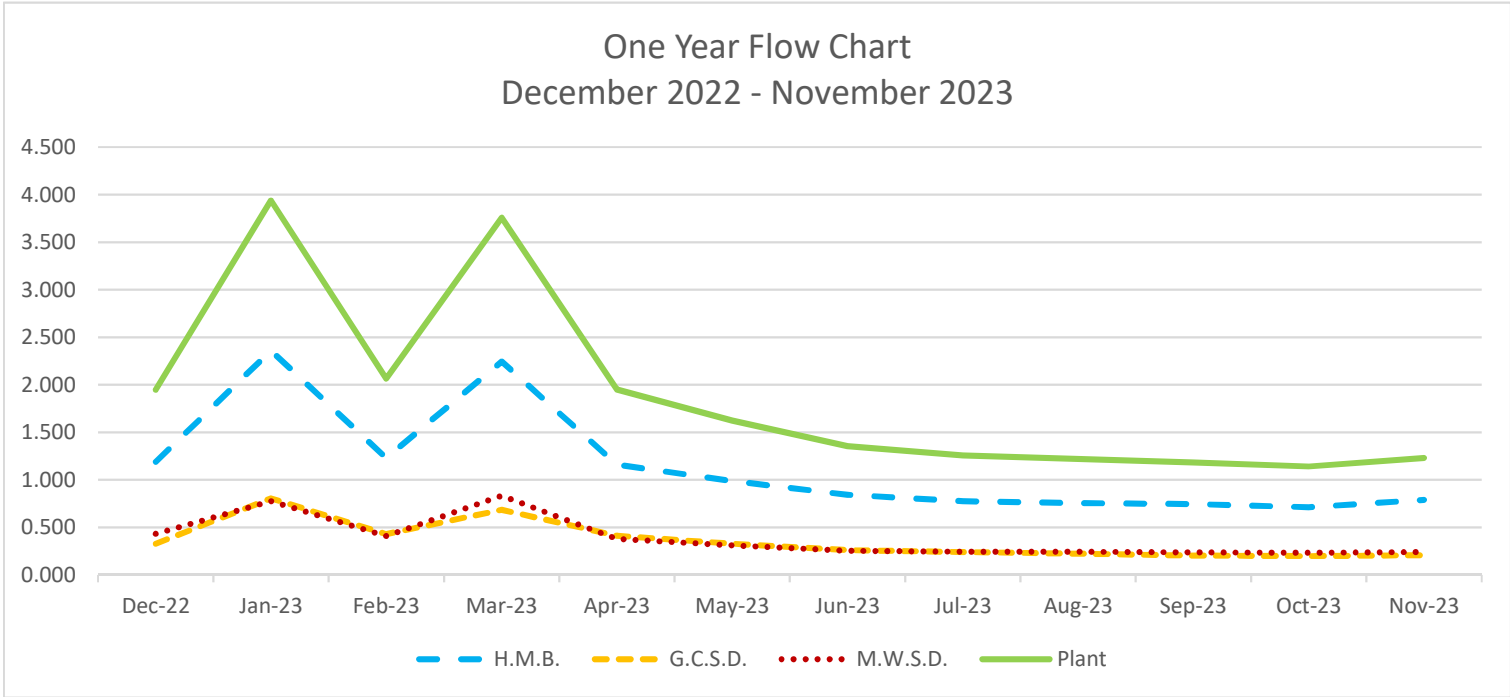
Sewer Authority Mid-Coastside Monthly Flow Distribution Report, November 2023



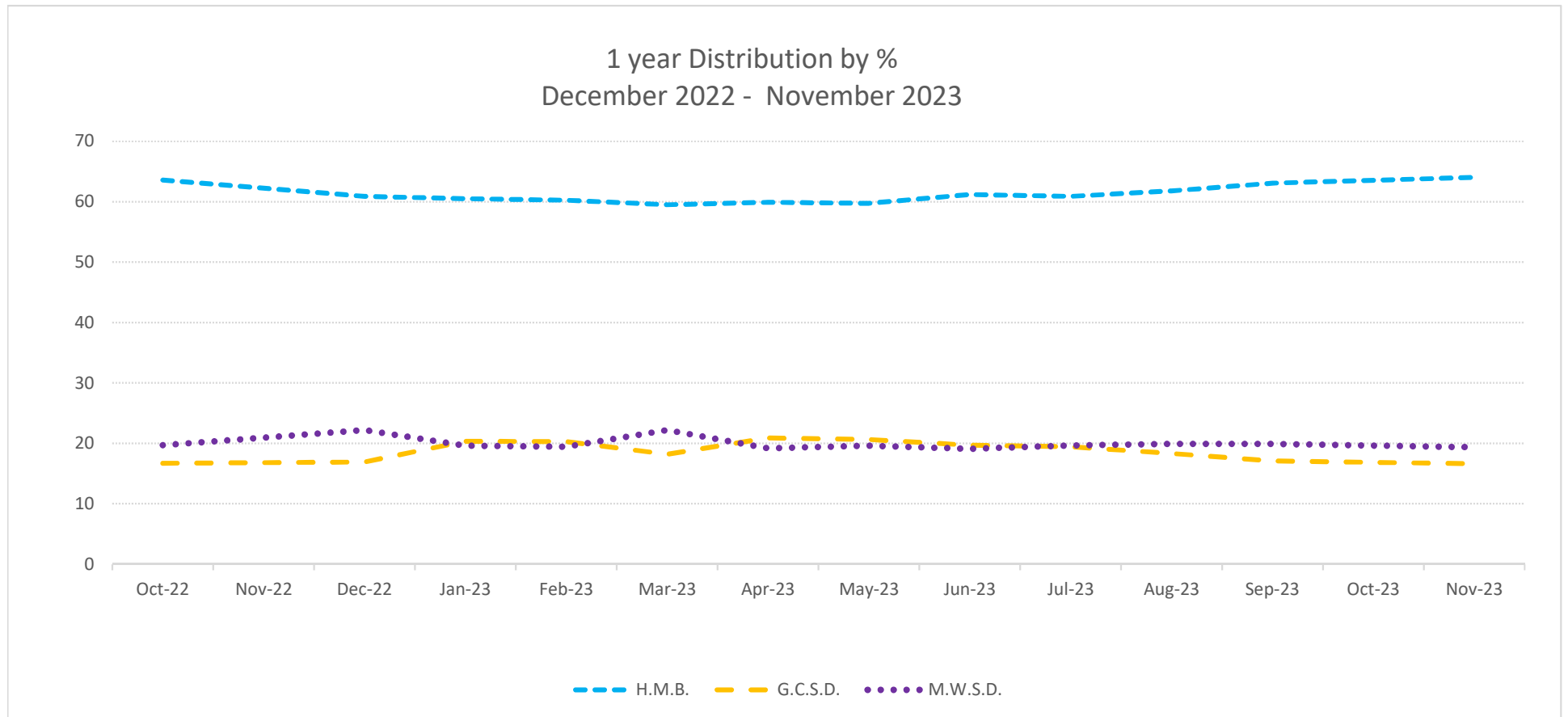
Percent Distribution November 2023



Most recent flow calibration March 2021 PS, March 2023 Plant inf



Flow based percent distribution based for past year



Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, December 2023

December 2023

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

12 Month Moving Total

		12 month rolling Number			
	Total	HMB	GCSD	MWSD	SAM
Roots	1	0	0	1	0
Grease	0	0	0	0	0
Mechanical	2	0	0	0	2
Wet Weather	3	3	0	0	0
Other	2	2	0	0	0
Total	8	5	0	1	2
		63%	0%	13%	25%

Reportable SSOs

		Reportable Number of S.S.O.'s			
	Total	HMB	GCSD	MWSD	SAM
December 2023	0	0	0	0	0
12 Month Moving Total	8	5	0	1	2

SSOs / Year / 100 Miles

		Number of S.S.O.'s /Year/100 Miles			
	Total	HMB	GCSD	MWSD	SAM
December 2023	0.0	0.0	0.0	0.0	0.0
12 Month Moving Total	7.7	13.5	0.0	3.7	27.4
Category 1	1.9	0.0	0.0	0.0	27.4
Category 2	2.9	8.1	0.0	0.0	0.0
Category 3	2.9	5.4	0.0	3.7	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

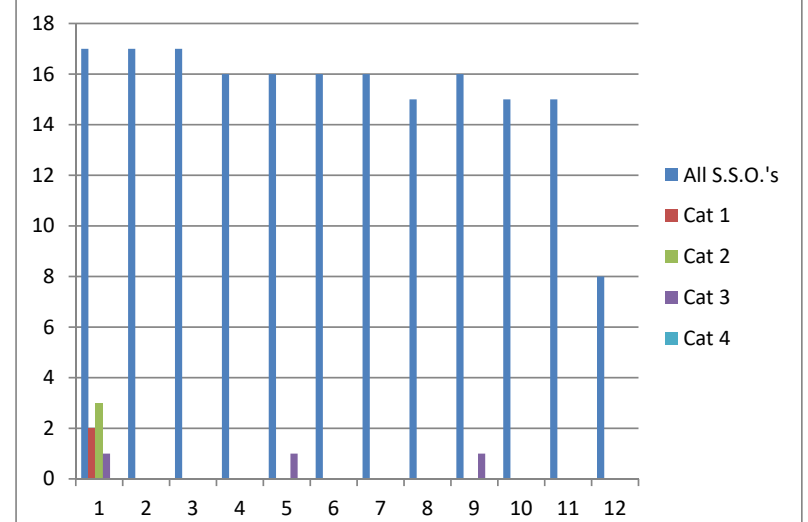
Month	HMB	GCSD	MWSD	Total Feet	Total Miles
Jan - 23	6,748	10,481	8,748	25,977	4.9
Feb - 23	14,417	9,983	6,822	31,222	5.9
Mar - 23	12,243	9,395	10,140	31,778	6.0
Apr - 23	10,883	12,375	8,290	31,548	6.0
May - 23	12,239	11,619	5,356	29,214	5.5
June - 23	11,096	10,472	5,375	26,943	5.1
July - 23	9,325	10,286	4,744	24,355	4.6
Aug - 23	22,726	8,469	9,951	41,146	7.8
Sep - 23	13,355	14,640	5,960	33,955	6.4
Oct - 23	16,290	9,765	10,161	36,216	6.9
Nov - 23	10,835	9,620	10,746	31,201	5.9
Dec - 23	5,717	10,633	8,268	24,618	4.7

Annual ft	145,874	127,738	94,561	368,173	
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Annual Mi.	27.6	24.2	17.9		69.7
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Attachment C

12 Month Moving SSO Totals Through December 2023



Attachment A

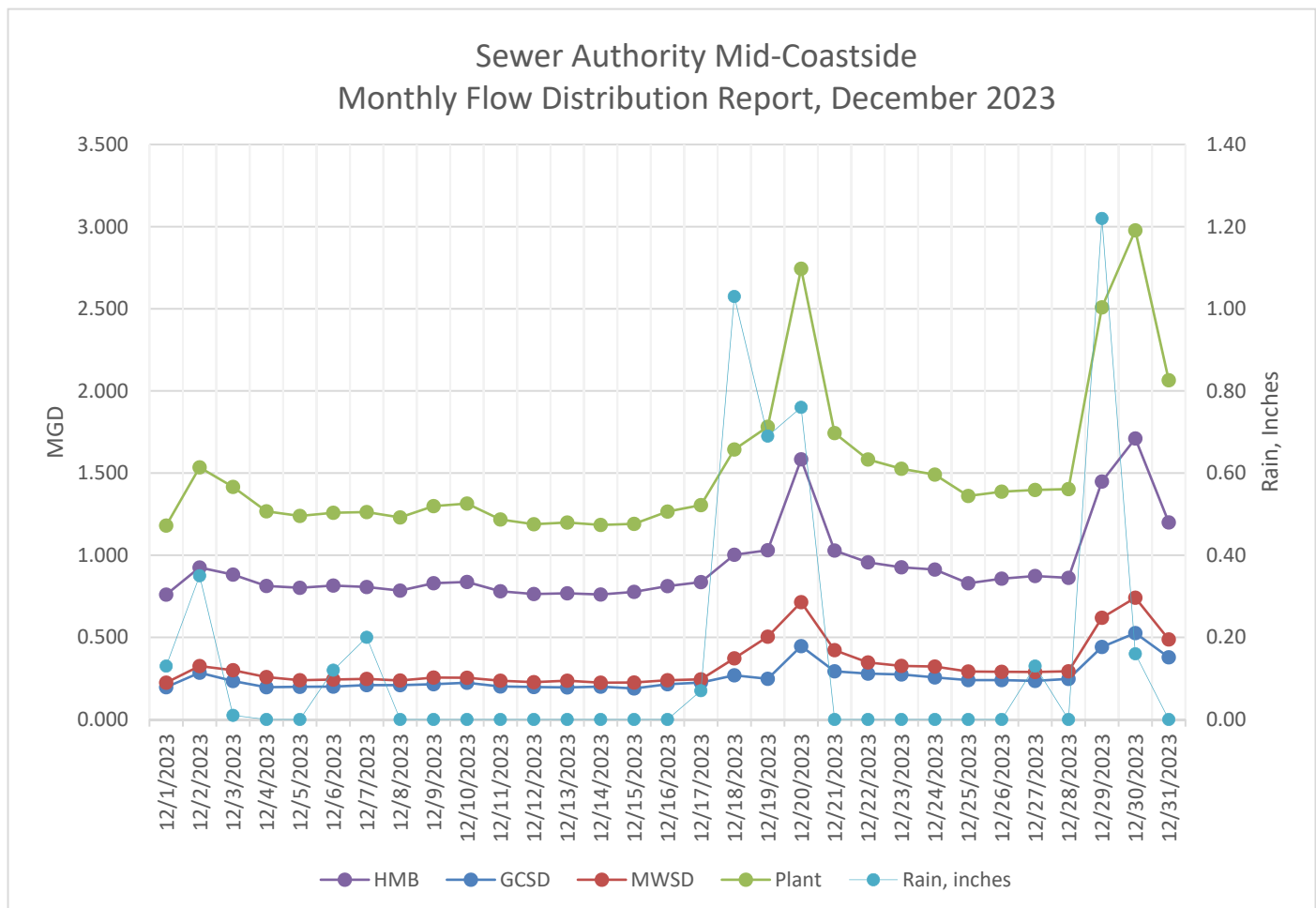
Flow Distribution Report Summary for December 2023

The daily flow report figures for the month of December 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	0.935	61.43%
Granada Community Services District	0.257	16.88%
Montara Water and Sanitary District	<u>0.330</u>	<u>21.69%</u>
Total	1.521	100.0%



Sewer Authority Mid-Coastside

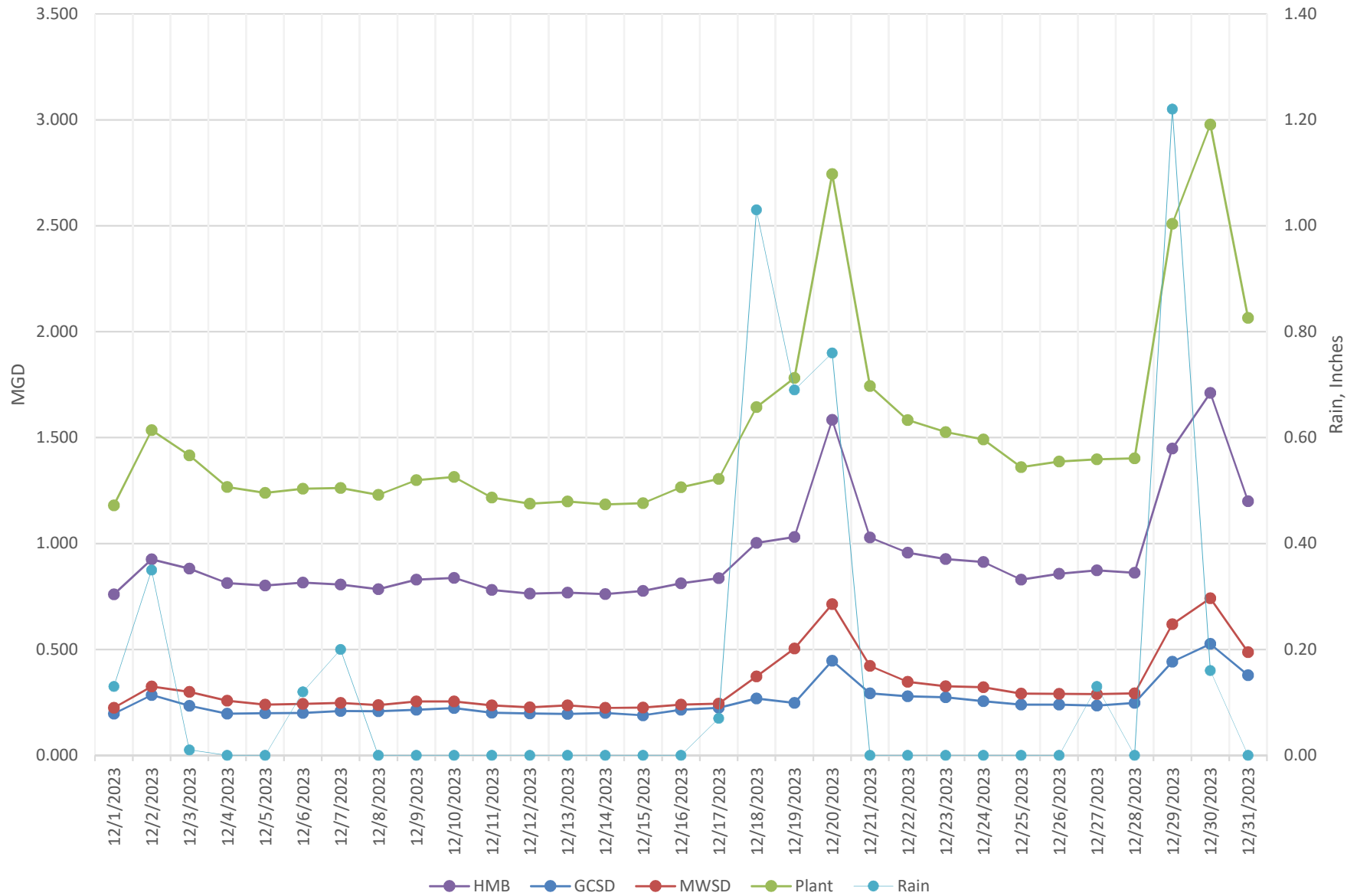
Monthly Flow Distribution Report for December 2023

<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>
12/1/2023	0.760	0.196	0.224	1.180	0.13	0.20	0.19
12/2/2023	0.925	0.285	0.325	1.535	0.35	0.55	0.22
12/3/2023	0.882	0.234	0.300	1.416	0.01	0.01	0.00
12/4/2023	0.813	0.196	0.258	1.267	0.00	0.00	0.00
12/5/2023	0.801	0.199	0.239	1.239	0.00	0.00	0.00
12/6/2023	0.815	0.200	0.243	1.258	0.12	0.18	0.17
12/7/2023	0.806	0.209	0.247	1.262	0.20	0.20	0.18
12/8/2023	0.784	0.209	0.237	1.230	0.00	0.01	0.00
12/9/2023	0.829	0.215	0.255	1.299	0.00	0.00	0.00
12/10/2023	0.837	0.223	0.254	1.314	0.00	0.00	0.00
12/11/2023	0.780	0.201	0.236	1.217	0.00	0.00	0.00
12/12/2023	0.764	0.198	0.227	1.188	0.00	0.00	0.00
12/13/2023	0.768	0.195	0.236	1.199	0.00	0.00	0.00
12/14/2023	0.761	0.200	0.224	1.184	0.00	0.00	0.00
12/15/2023	0.777	0.189	0.225	1.191	0.00	0.00	0.00
12/16/2023	0.812	0.215	0.239	1.266	0.00	0.00	0.00
12/17/2023	0.836	0.225	0.244	1.305	0.07	0.06	0.02
12/18/2023	1.003	0.269	0.372	1.644	1.03	0.85	0.73
12/19/2023	1.030	0.248	0.504	1.782	0.69	0.23	0.27
12/20/2023	1.583	0.446	0.714	2.744	0.76	1.32	1.28
12/21/2023	1.028	0.293	0.422	1.743	0.00	0.00	0.00
12/22/2023	0.956	0.279	0.347	1.583	0.00	0.00	0.00
12/23/2023	0.926	0.274	0.326	1.526	0.00	0.00	0.00
12/24/2023	0.913	0.256	0.322	1.491	0.00	0.00	0.00
12/25/2023	0.829	0.239	0.292	1.360	0.00	0.00	0.00
12/26/2023	0.857	0.240	0.290	1.387	0.00	0.00	0.00
12/27/2023	0.873	0.235	0.289	1.397	0.13	0.10	0.14
12/28/2023	0.862	0.247	0.293	1.402	0.00	0.01	0.01
12/29/2023	1.448	0.442	0.619	2.509	1.22	1.42	1.58
12/30/2023	1.711	0.526	0.741	2.978	0.16	0.00	0.00
12/31/2023	1.200	0.378	0.487	2.065	0.00	0.00	0.02
Totals	28.970	7.959	10.231	47.160	4.87	5.14	4.81

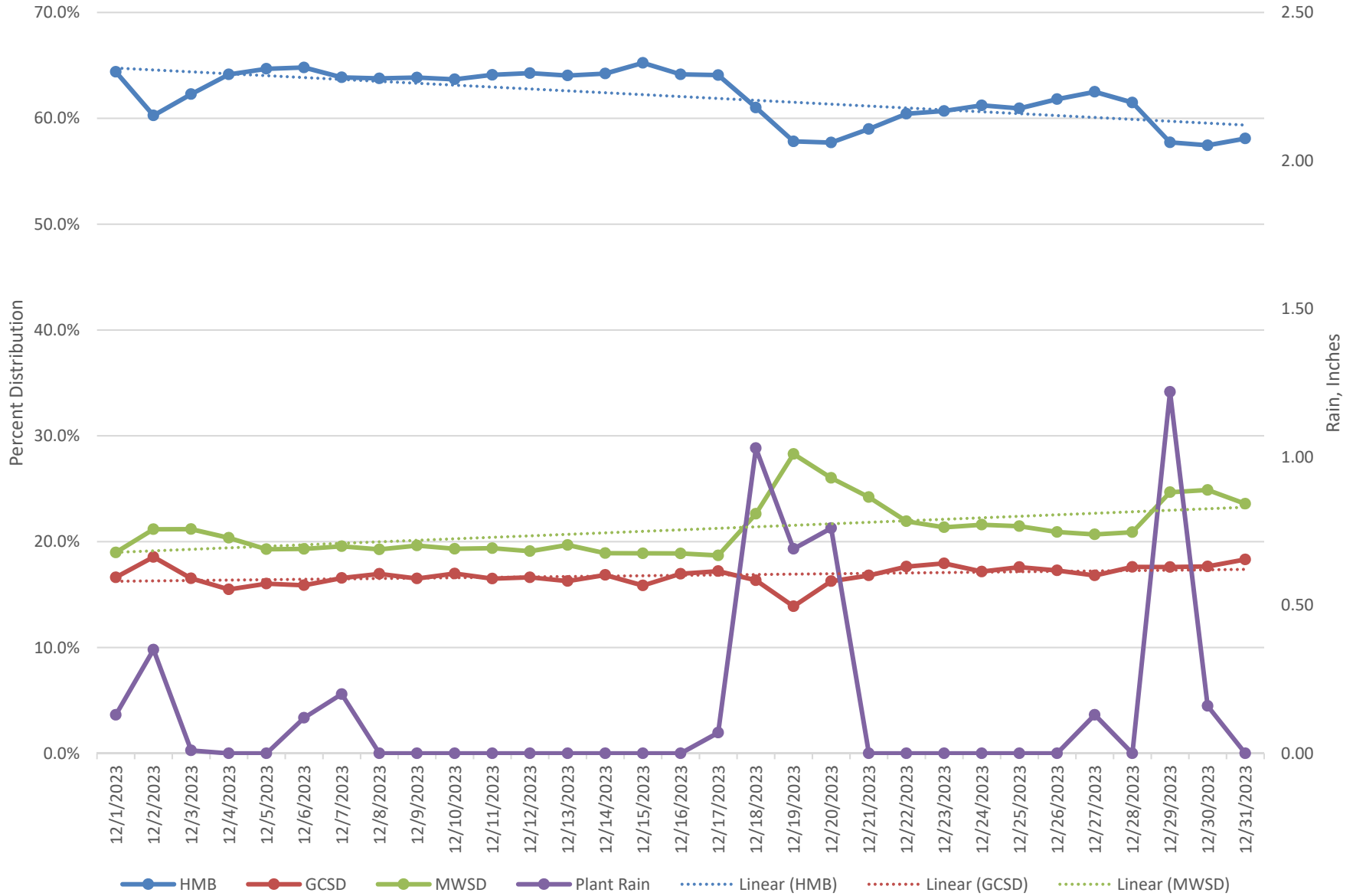
Summary

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.760	0.189	0.224	1.180
Average	0.935	0.257	0.330	1.521
Maximum	1.711	0.526	0.741	2.978
Distribution	61.43%	16.88%	21.69%	100.0%

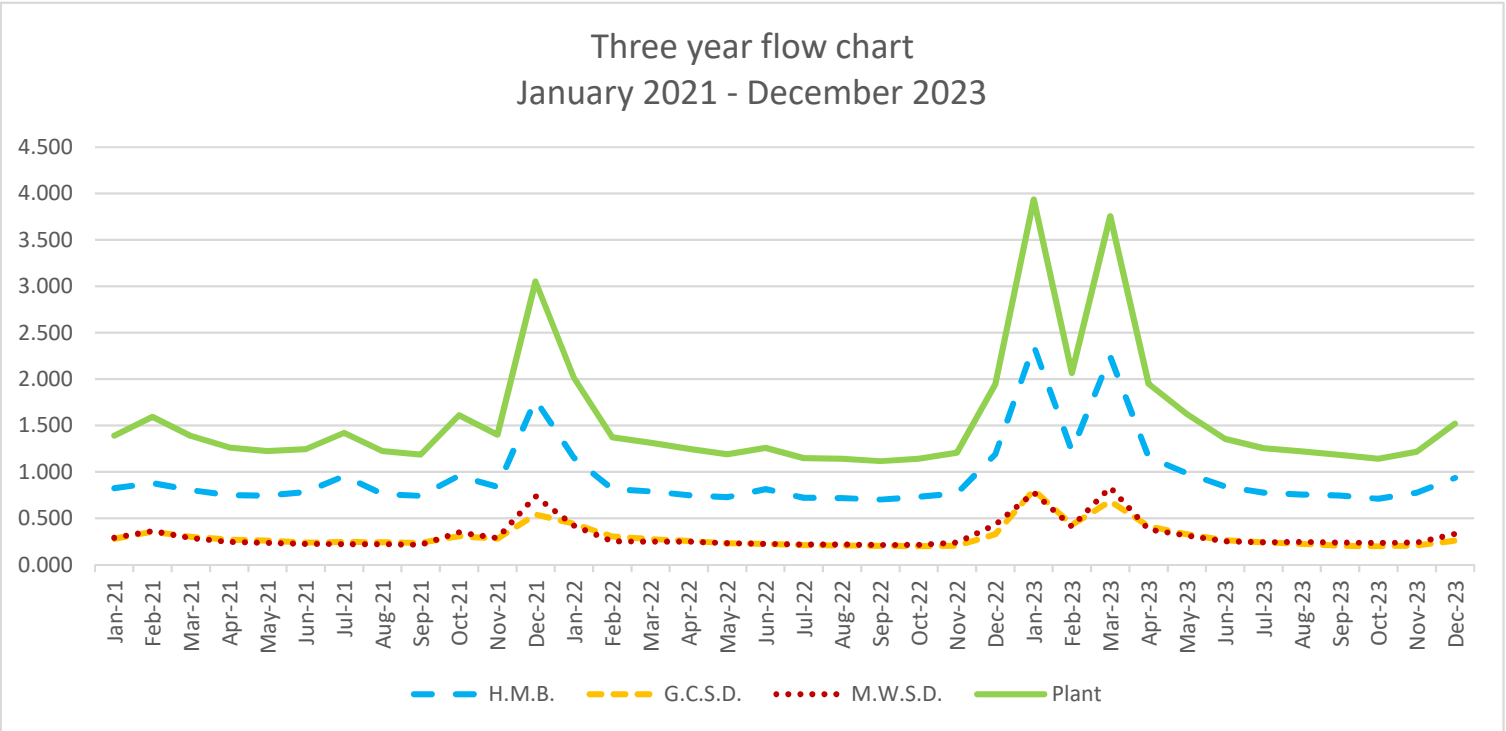
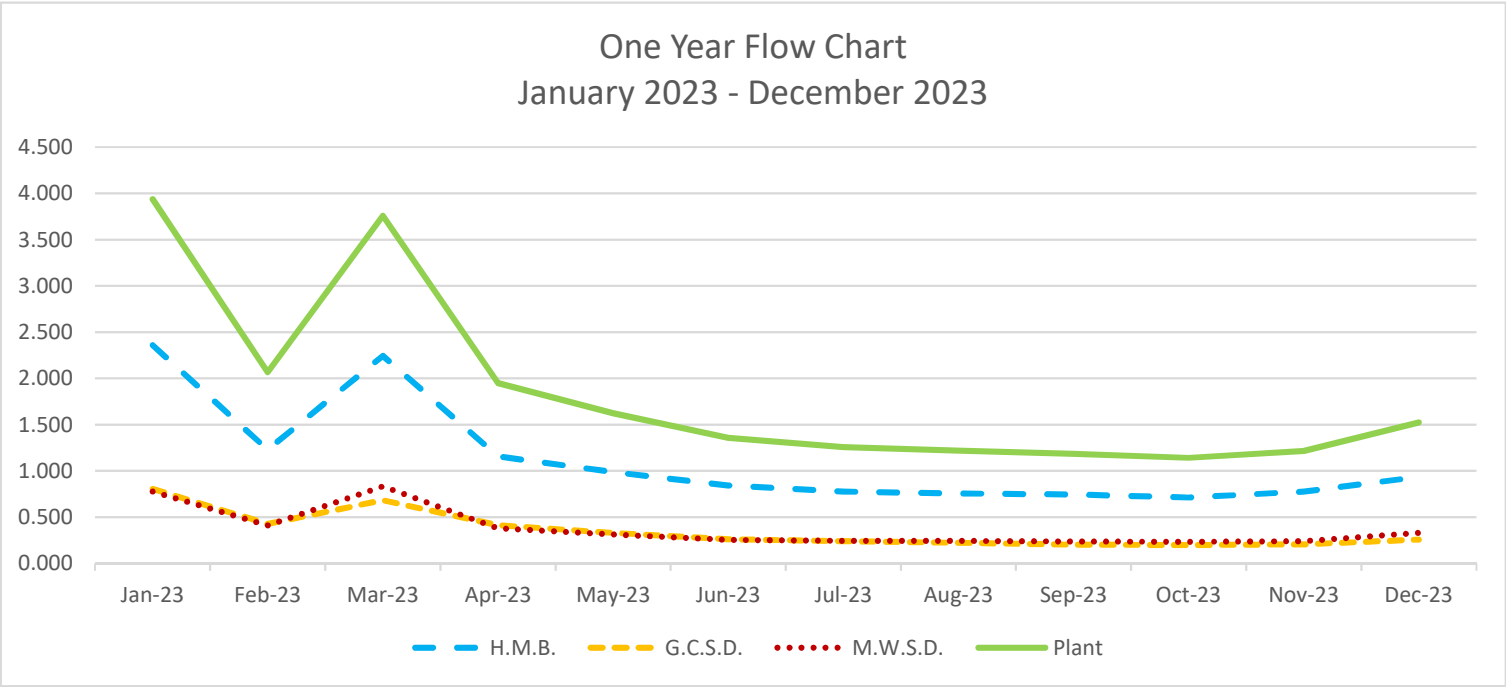
Sewer Authority Mid-Coastside Monthly Flow Distribution Report, December 2023



Percent Distribution December 2023

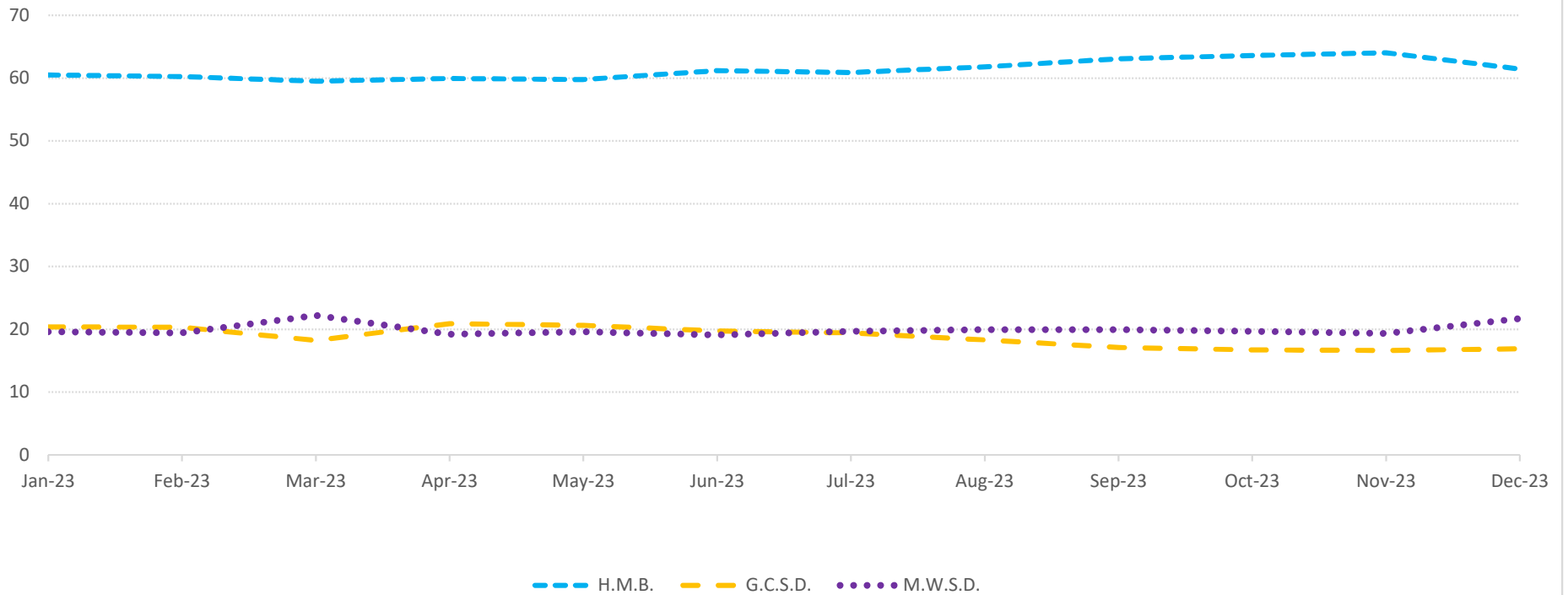


Most recent flow calibration March 2021 PS, March 2023 Plant inf



Flow based percent distribution based for past year

1 year Distribution by %
January 2023 - December 2023





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: February 1, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

A handwritten signature in dark ink, appearing to be 'C Heldmaier'.

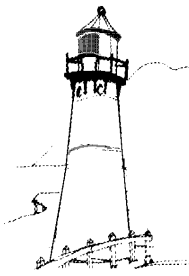
SUBJECT: Review of Current Investment Portfolio

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

- The District has most of its idle sewer funds deposited in the State of California's Local Agency Investment Fund (LAIF). The Monthly Average interest rate for December 2023 was 3.929%.
- The District has most of its idle water funds deposited in the California Asset Management Program (CAMP). The current 7 day yield for 1/25/24 was 5.53%.
- 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: **February 1, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Connection Permit Applications Received

As of February 1, 2024 the following new **Sewer Connection Permit** application was received since the last report:

Date of Application	Property Owner	Site Address	Home Size
10/23/23	Sundarraaj Palaniappan	155 Reef Point	SFD

As of February 1, 2024 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
10/23/23	Sundarraaj Palaniappan	155 Reef Point	SFD

As of February 1, 2024 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 February 1st, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Monthly Water Production Report

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

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

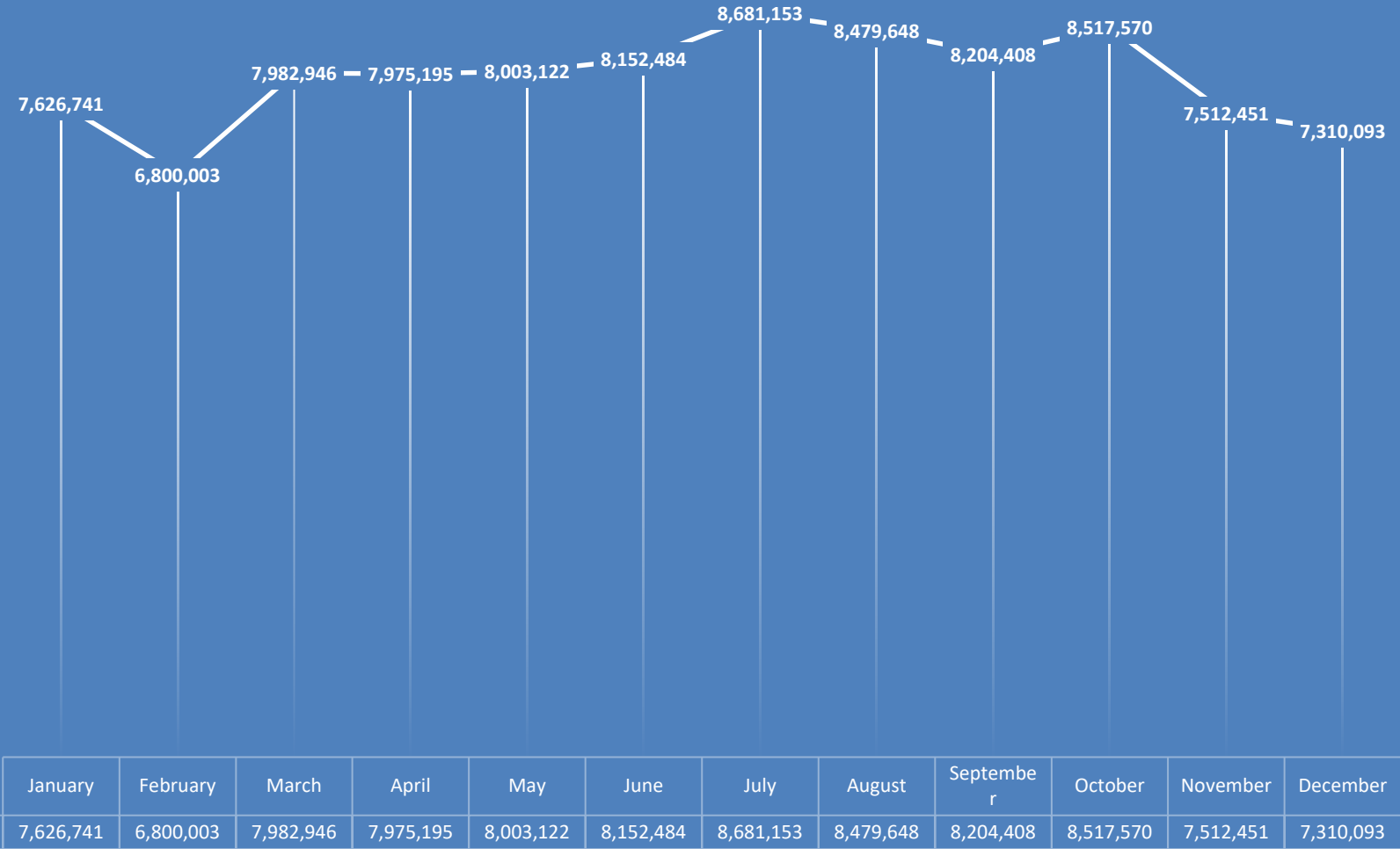
RECOMMENDATION:

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

Attachments: 2

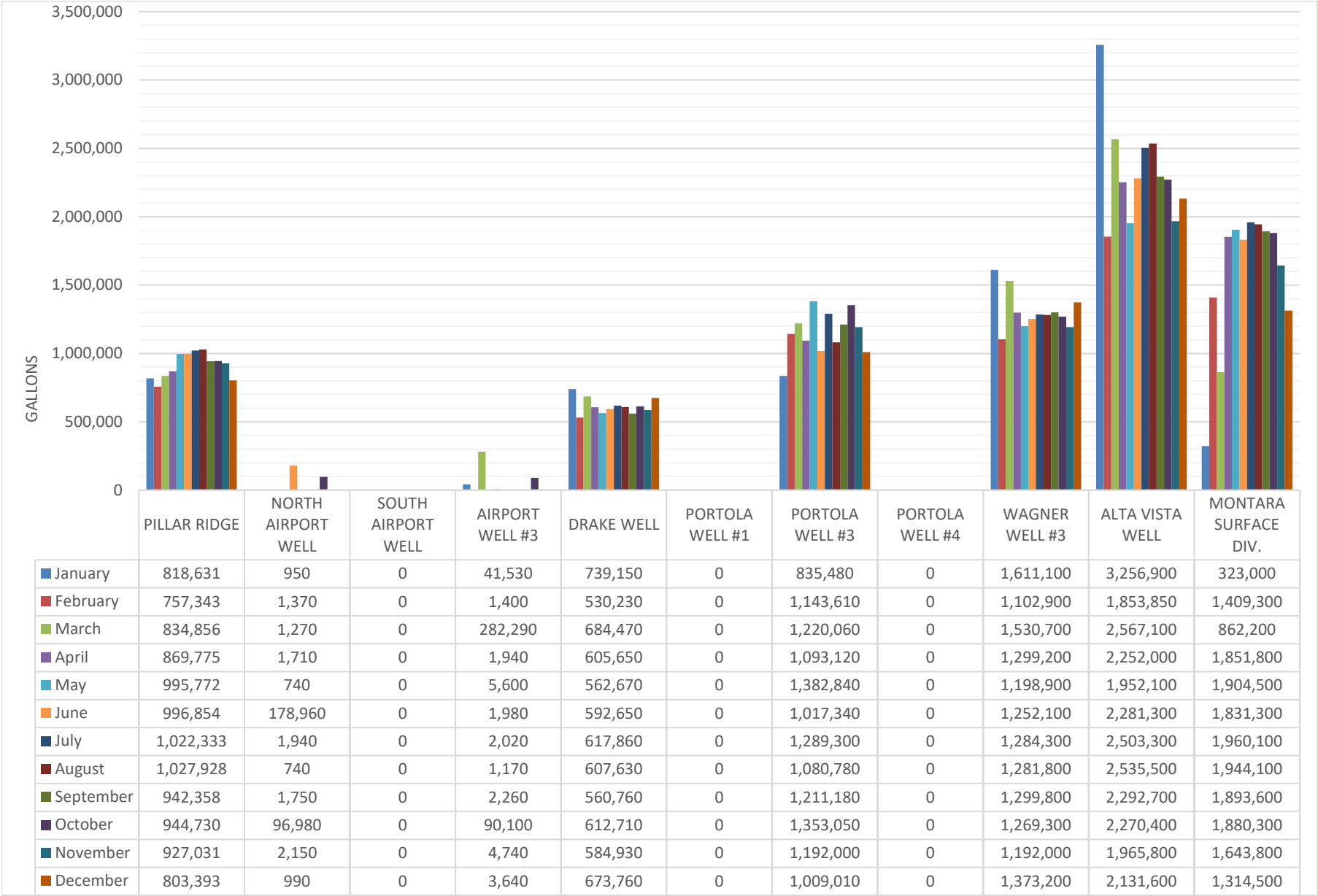
TOTAL PRODUCTION 2023 (GALLONS)

GALLONS



MONTH

Annual Water Production 2023





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting of February 1st, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Rain Report

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

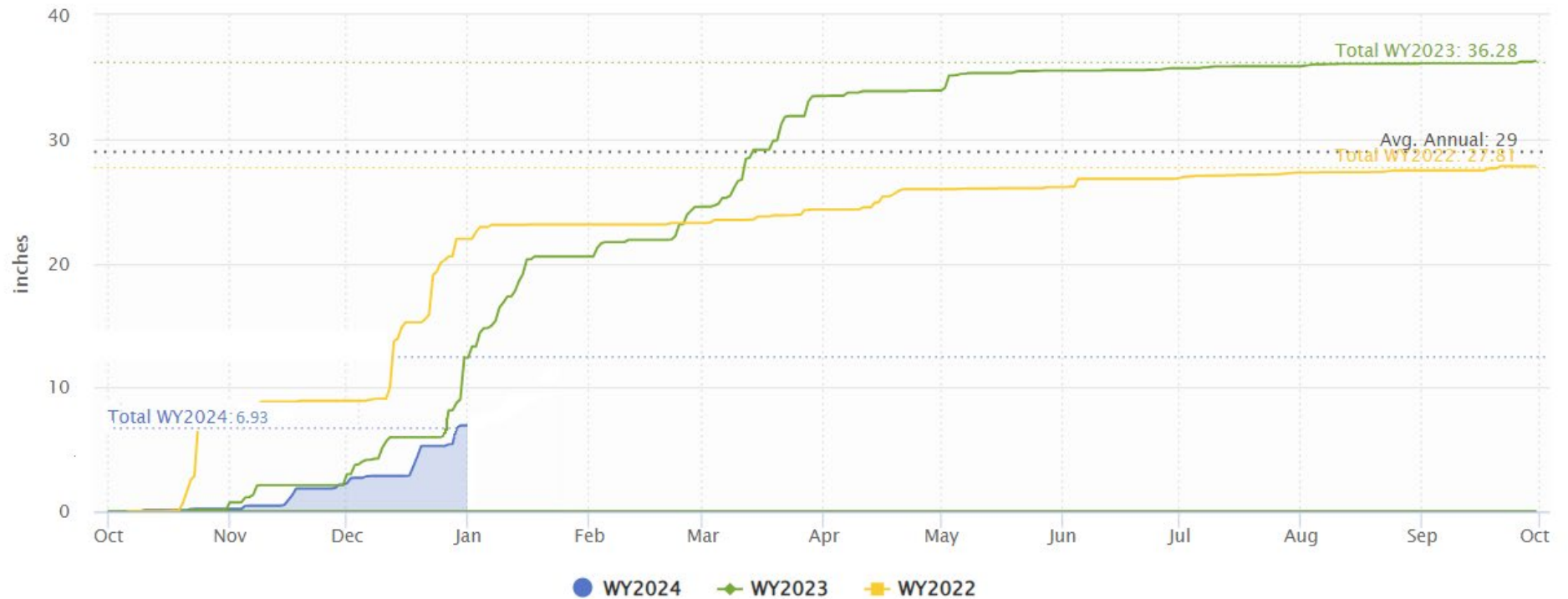
RECOMMENDATION:

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

Attachments: 2

Annual Cumulative Rainfall

Cumulative Rainfall by Water Year



Monthly Cumulative Rainfall

Monthly Rainfall for Current Water Year






MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: February 1st, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Monthly Solar Energy Report

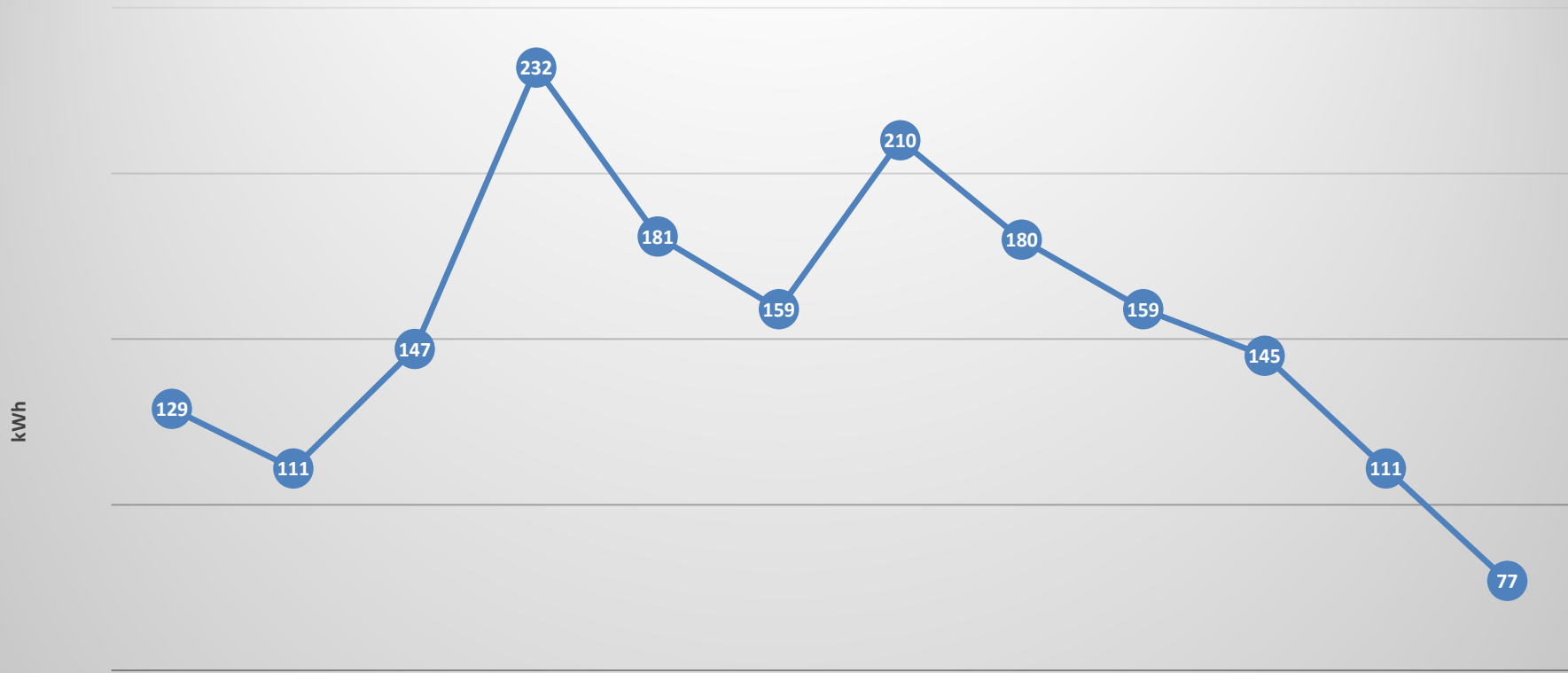
The attached chart summarizes the monthly solar production at the Alta Vista Array. Since the installation of the solar panels the District produced 51,082 kWh and saved 86,839 lbs of CO₂.

RECOMMENDATION:

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

Attachments: 1

SOLAR ENERGY PRODUCED IN 2023 (kWh)



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
total kWh	129	111	147	232	181	159	210	180	159	145	111	77



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of **February 1, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

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

The District has received the monthly PARS report for November 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
11/1/2023 to 11/30/2023**

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

Plan ID: P7-REP15A

Account Summary

Source	Beginning Balance as of 11/1/2023	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 11/30/2023
Contributions	\$1,333,430.30	\$8,942.08	\$101,687.99	\$600.30	\$1,174.04	\$0.00	\$1,442,286.03
TOTAL	\$1,333,430.30	\$8,942.08	\$101,687.99	\$600.30	\$1,174.04	\$0.00	\$1,442,286.03

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	7.62%	0.69%	6.73%	3.85%	6.98%	-	03/06/16

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.

November 2023

PARS Statement Detail

PARS beginning Balance as of November 1, 2023 \$ 1,333,430.30

Contributions:

October 15, 2023 Calculation

Wages paid	26,642.40	
Employer - 7.30%	\$	1,944.90
Employee - 7.75%	\$	2,064.79
Contribution subtotal		\$ 4,009.68

Fund Impact - PARS Wages		
Sewer	Water	Total
6,783.20	19,859.20	26,642.40
495.17	1,449.72	1,944.90

October 31, 2023 Calculation

Wages paid	32,773.44	
Employer - 7.30%	\$	2,392.46
Employee - 7.75%	\$	2,539.94
Contribution Subtotal		\$ 4,932.40

Fund Impact - PARS Wages		
Sewer	Water	Total
8,942.40	23,831.04	32,773.44
652.80	1,739.67	2,392.46

Total Contributions thru October	\$	8,942.08
Rounding	\$	(0.01)
Earnings/(Losses)	\$	101,687.99
Expenses	\$	(600.30)
Distributions	\$	(1,174.04)
PARS Ending Balance as of November 30, 2023		<u><u>\$ 1,442,286.03</u></u>



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **February 1, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Review and Possible Action Concerning Sewer Authority Mid-Coastside FY 23/24 Budget Amendment.

At the January 22nd meeting the Sewer Authority Mid-Coastside (SAM) authorized the distribution of a budget amendment to the member agencies. SAM is asking for an additional \$2,122,692 dollars to this current year's budget. MWSD's share is \$412,863.59 dollars SAM will use \$783,100 dollars for the Montara Force Main design and the remaining \$1,339,592 to supplement the already approved \$1,263,181 dollars to pay for the Princeton Pump Station Rehabilitation.

The SAM board initially authorized the FY23/24 budget to be distributed to the members on May 18, 2023, which the MWSD Board then approved on June 1, 2023. However, this initial budget was not approved by the SAM Board on June 27 because HMB refused to consent unless the Montara FM project was removed. Consequently, SAM removed the Montara FM project and recirculated a revised/amended budget to the members, which our Board approved at its June 28 special meeting. Then on September 7, 2023, the MWSD Board authorized an amendment to this General Budget to increase funds for the Princeton Pump Station project, an IPS related project which funding was previously approved in SAM's General Budget for FY 22/23. Again, and even though the City voted to authorize additional funding for the Princeton Project via this proposed amendment to the budget, it will likely approve this amendment under protest. In essence, the City incongruously continues to participate in funding decisions regarding IPS projects but refuses to consent to pay its share.

RECOMMENDATION: Adopt Resolution No.____, RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT CONSENTING TO APPROVAL BY SEWER AUTHORITY MID-COASTSIDE OF AN AMENDMENT TO ITS GENERAL BUDGET FOR FISCAL YEAR 2023-2024

Attachments

RESOLUTION NO. _____

**RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT
CONSENTING TO APPROVAL BY SEWER AUTHORITY MID-
COASTSIDE OF AN AMENDMENT TO ITS GENERAL BUDGET FOR
FISCAL YEAR 2023-2024**

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

WHEREAS, on June 1, 2023, this Board approved Resolution 1766, titled “Resolution of the Montara Water and Sanitary District Consenting to Approval By Sewer Authority Mid-Coastside of its General Budget for Fiscal Year 2023-2024” consenting to the SAM Fiscal Year 2023-2024 General Budget as authorized for presentation to the member agencies by the SAM Board on May 18, 2023 (“Original General Budget”); however, at the SAM Board of Directors meeting of June 27, 2023, final approval of the Original General Budget was not obtained due to refusal of SAM member agency, the City of Half Moon Bay (“City”), to consent thereto on the grounds that it is not responsible to pay its share of the cost to replace a portion of SAM’s Intertie Pipeline System (“IPS”), known as the Montara Force Main Rehabilitation Project, and that said project be removed from the budget; instead, the SAM Board approved for distribution to the member agencies a revised General Budget for Fiscal Year 2023-24 which omitted funding for the Montara Force Main Rehabilitation Project (“Revised General Budget”), which was approved by this Board on June 28, 2023, and approved and adopted by the SAM Board of Directors on July 24, 2023; thereafter, the SAM General Manager updated the Revised General Budget to include additional funds for an updated Princeton Pump Station Project, which was distributed to the member agencies and approved by this Board on September 7 2023, approved by the Board of the Granada Community Services District on August 24, 2023, but not approved by the City, which instead deferred the requested budget amendment pending a renewed stipulation to pay under protest or final resolution of the court action titled *City of Half Moon Bay v. Granada Community Services District et al*, (Santa Clara Superior Court Case No. 17CV316927); and

WHEREAS, the SAM Board has now authorized for distribution to its members an amendment to the Revised General Budget to include additional funds related to the IPS project known as the Princeton Pump Station Project, funding for which was previously approved in the SAM’s General Budget for FY 22/23, as well as additional

RESOLUTION NO. _____

**RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT
CONSENTING TO APPROVAL BY SEWER AUTHORITY MID-
COASTSIDE OF AN AMENDMENT TO ITS GENERAL BUDGET FOR
FISCAL YEAR 2023-2024**

funds for completion of the final design of the Montara Force Main Rehabilitation Project;
and

WHEREAS, at all times mentioned herein, the Montara Water and Sanitary District ("District") was and is ready, willing and able to timely contribute its share of funding under the Original General Budget and Revised General Budget, including funding to design and construct the Montara Force Main Rehabilitation Project, an essential and priority project contained within the infrastructure component thereof, as well as the Princeton Pump Station Project, also an essential and priority project contained within the infrastructure component of the SAM's General Budget for FY 22/23, all as mandated by the JPA and the consent decree, approved by SAM by and through its member agencies, issued in the case of *Ecological Rights Foundation v. Sewer Authority Mid-Coastside* (United States District Court Case No. 3:18-CV-04413) ("ERF Consent Decree") for the purpose of complying with the requirements of SAM's National Pollutant Discharge Elimination System Permit and the Clean Water Act; and

WHEREAS, the City has continually protested paying its share of the cost to replace any portion of SAM's IPS or any IPS related projects, despite its responsibility under the JPA and the ERF Consent Decree, and it is anticipated that the City will continue to protest paying its share of all projects related to the IPS; and

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

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

WHEREAS, this Board has reviewed the aforesaid amendment to the Revised General Budget, and desires to signify its approval thereof.

RESOLUTION NO. _____

**RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT
CONSENTING TO APPROVAL BY SEWER AUTHORITY MID-
COASTSIDE OF AN AMENDMENT TO ITS GENERAL BUDGET FOR
FISCAL YEAR 2023-2024**

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

1. The above recitals are true and correct, and incorporated into these findings as though fully set forth.
2. Consent is hereby given to the approval by Sewer Authority Mid-Coastside of an Amendment to the Revised General Budget for fiscal year 2023-2024 entitled, "FY 2023-24 Mid-Year Budget Adjustment" as referenced in the January 22, 2024 SAM General Manager Staff Report for Agenda Item No. 4E, a copy of which is attached to this Resolution as Exhibit A and on file in the District's Administrative Offices to which reference is hereby made for the particulars thereof.
3. The District Secretary is hereby authorized and directed to transmit a certified copy of this resolution to Sewer Authority Mid-Coastside, the Granada Community Services District and the City of Half Moon Bay.

President, Montara Water and Sanitary District

COUNTERSIGNED:

Secretary, Montara Water and Sanitary District

* * * *

I HEREBY CERTIFY that the foregoing Resolution No.____ was duly and regularly passed and adopted by the Board of the Montara Water and Sanitary District, County of San Mateo, California, at a Regular Meeting thereof held on the 1st day of February, 2024, by the following vote:

AYES, Directors:

NOES, Directors:

ABSENT, Directors:

Secretary, Montara Water and Sanitary District

RESOLUTION NO. _____

**RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT
CONSENTING TO APPROVAL BY SEWER AUTHORITY MID-
COASTSIDE OF AN AMENDMENT TO ITS GENERAL BUDGET FOR
FISCAL YEAR 2023-2024**

EXHIBIT A

SAM FY 2023-2024 MID-YEAR BUDGET ADJUSTMENT

FY2023-2024 Mid-Year Budget Adjustment Calculation

A. Princeton Pump Station

Expenditures To Date:

Soft Costs	177,719
Released Purchase Orders	2,105,054

Estimated Future Costs:

Engineering Support	60,000
Construction Management	100,000
Electrical Costs	160,000

Princeton Pump Station Project Total:	2,602,773
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Budget Approved	1,263,181
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Balance for Mid-Year Adjustment	1,339,592
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B. Montara Force Main Design

Estimated Future Costs:

Design Services and Permitting Assistance	448,100
Surveying	65,000
CEQA	170,000
Geo Tech	100,000

Montara Force Main Design Project Total:	783,100
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Total Mid-Year Budget Adjustment Required	2,122,692
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	FY 2023/24	Amended	\$ Change	% Change
HMB	1,057,800	2,363,256	1,305,456	123.41%
GCSD	327,660	732,033	404,373	123.41%
MWSD	334,540	747,404	412,864	123.41%
Total	1,720,000	3,842,692	2,122,692	

	Member	Change	Amended	% Change
	Agency %	Calculation	Calculation	Calculation
HMB	61.50%	1,305,455.58	2,363,255.58	123.41%
GCSD	19.05%	404,372.83	732,032.83	123.41%
MWSD	19.45%	412,863.59	747,403.59	123.41%
Total	100.00%	2,122,692.00	3,842,692.00	123.41%

2024-0109 Project Activity Report-Kishen List

Project Activity Report		Report Dates: 07/01/2017 - 01/09/2024		
Project Number	Project Name	Original Budget Amount	Expenditures to Date	Remaining Budget Amount

21MP02	MPS - Install Grit Removal System	208,000	9,560	198,440
21OT02	Rehabilitate/Replace SAM Vehicle Fleet	78,000	123	77,878
21TP07	Clarifier 2 Chlorine Injection Repairs	52,000	403	51,598
22TP05	Replace Primary Scum Pump & Motor	70,304	6,038	64,267

Project Totals:		408,304	16,123	392,181
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2024-0109 Project Activity Report-Kishen List

2024-0109 Project Activity Report-Kishen List



SEWER AUTHORITY MID-COASTSIDE

Board of Directors Meeting Agenda

Regular Board Meeting 7:00 PM, Monday, January 22, 2024

SAM Administration Building, 1000 N. Cabrillo Highway, Half Moon Bay, CA 94019

This meeting will be held in-person and via zoom for public participation.

Access to this meeting will be available to the public via in person attendance, or by either computer web-link or telephone audio as noted below.

• +1 669 900 6833 US (San Jose)

Please note that this meeting will be held in person at the SAM Administration Building. As a convenience for the public, the meeting may also be accessed by Zoom Webinar and will be available by either computer or telephone audio as indicated below. Because this is an in-person meeting, and the Zoom component is not otherwise legally required, but rather is being offered as a convenience to the public, if there are technical issues during the meeting, this meeting will continue and will not be suspended. SAM Board meetings are conducted as business meetings, and public commenters are reminded to comment in a manner respectful of all persons, and on subject matter that is germane to the Board's business. Persons who fail to adhere to this expectation are subject to muting of their microphones and/or removal from the meeting in the event of disruptive behavior.

If you have a disability and require special assistance related to participating in this meeting, please contact the Authority at least two working days in advance of the meeting at (650) 726-0124 or via email at kishen@samcleanswater.org.

1. CALL TO ORDER

A. Roll Call:	Chair:	Barbara Dye (GCSD)
	Vice-Chair:	Deborah Ruddock (HMB)
	Secretary:	Kathryn Slater-Carter (MWSD)
	Treasurer:	Peter Dekker (MWSD)
	Director:	Matthew Clark (GCSD)
	Director:	Dr. Deborah Penrose (HMB)

2. PUBLIC COMMENT / ORAL COMMUNICATION/ ITEMS NOT ON THE AGENDA

Members of the public are welcome to provide public comment in person, or via computer web-link/telephone on items not on the agenda at this time. Members of the public may also comment via e-mail by sending email comments to kishen@samcleanswater.org. All comments to submitted prior to 7 pm on January22, 2024, will be read out loud during the

discussion of the respective item(s) identified in the e-mail; written comments without such identification shall be read during this Item. Members of the public may also provide comments in person, telephonically, or electronically on individual items on the agenda following recognition by the Board Chair presiding over the meeting.

3. CONSENT AGENDA *(Consent items are considered routine and will be approved/ adopted by a single motion and vote unless a request for removal for discussion or explanation is received from the public or Board.)*

- A. Approve Minutes of January 8, 2024, Regular Board Meeting ([Attachment](#))
- B. Approve Disbursements for January 22, 2024 ([Attachment](#))
- C. Monthly Revenue and Expense Report for Period Ending December 31, 2023 (receive and file)
([Attachment](#))

4. REGULAR BUSINESS *(The Board will discuss, seek public input, and possibly take action on the following items)*

- A. Authorize General Manager to cancel certain previously approved CIP projects so that funding can be diverted to other CIP projects which have exceeded previously budgeted amounts. ([Attachment](#))
- B. Authorize General Manager to Issue a Purchase Order to Rebuild-it to provide labor and equipment necessary for replacing one Secondary Clarifier Drive Mechanism in an Amount Not to Exceed \$ 566,516.00 ([Attachment](#))
- C. Authorize General Manager to Issue a Purchase Order to Brentwood to provide labor and equipment necessary for replacing one Primary Longitudinal Collector Mechanism for Primary Clarifier 1 in an Amount Not to Exceed \$ 304,500 ([Attachment](#))
- D. Authorize General Manager to enter a contract with SRT Consultants for completing design of Montara Force Main in an Amount Not to Exceed \$448,100 ([Attachment](#))
- E. Authorize the General Manager to Submit a Budget Amendment for Fiscal Year 2023/24 to Member Agencies for Approval.

5. GENERAL MANAGER'S REPORT

- A. Monthly Managers' Report – November 2023

6. ATTORNEY'S REPORT

7. DIRECTORS' REPORT

8. TOPICS FOR FUTURE BOARD CONSIDERATION ([Attachment](#))

9. CONVENE IN CLOSED SESSION *(Items discussed in Closed Session comply with the Ralph M. Brown Act.)*

- A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code Paragraph (1) of Subdivision (d) of Section 54956.9:
(Half Moon Bay v. Granada CSD, Montara WSD & Sewer Authority Mid-Coastside)

B. CONFERENCE WITH LEGAL COUNSEL — PENDING LITIGATION

Pursuant to Paragraph (1) of Subdivision (d) of Government Code Section 54956.9,
Ecological Rights Foundation v. Sewer Authority Mid-Coastside (Case No: 3:18-CV-04413)

C. CONFERENCE WITH LABOR NEGOTIATORS (Government Code § 54957.6)

Agency designated representatives: Kishen Prathivadi, Jeremy Jungreis, Marc Zafferano

Employee Organization: IUOE Stationary Engineers, Local 39

CONFERENCE WITH LABOR NEGOTIATORS (Government Code § 54957.6)

Unrepresented employee: General Manager

CONFERENCE WITH LABOR NEGOTIATORS (Government Code § 54957.6)

Unrepresented Employees

10. CONVENE IN OPEN SESSION (*Report Out on Closed Session Items*)

11. ADJOURNMENT

Upcoming Regular Board Meetings: February 12, 2024, and February 26, 2024

The meeting will end by 9:00 p.m. unless extended by Board vote.

INFORMATION FOR THE PUBLIC

This agenda contains a brief description of each item to be considered. Those wishing to address the Board on any matter not listed on the Agenda, but within the jurisdiction of the Board, may do so during the Public Comment section of the Agenda and will have a maximum of three minutes to discuss their item. The Board Chair will recognize those wishing to speak on a matter listed on the Agenda at the appropriate time.

Any writing that is a public record and relates to an agenda item for an open session of a regular meeting that is distributed to the Board less than 72 hours prior to the meeting, is available for public inspection, during normal business hours, at the Authority's office.

Board meetings are accessible to people with disabilities. Upon request, the Authority will make this agenda available in appropriate alternative formats to persons with a disability. In compliance with the Americans with Disabilities Act, the Authority will provide special

assistance for participation in this meeting. Please submit requests for a disability-related modification or an accommodation in order to participate in the public meeting at least two working days in advance of the meeting by contacting the Authority at (650) 726-0124.



Service Responsiveness Teamwork

792 Bay Street
San Francisco, CA 94109
415 776 5800 tel
415 776 5200 fax
www.SRTconsultants.com

January 17, 2024

Kishen Prathivadi
General Manager
Sewer Authority Mid-Coastside
1000 N. Cabrillo Highway
Half Moon Bay, CA 94019

Subject: SRT Consultants' Proposal for the Sewer Authority Mid-Coastside Montara Force Main Replacement Project Engineering Services

Dear Kishen,

SRT Consultants (SRT) is pleased to submit for your consideration this proposal for engineering services for the Sewer Authority Mid-Coastside (SAM) Montara Force Main (MFM) Replacement Project. The engineering services covered in this proposal include (1) design services and (2) permitting assistance.

Background

On January 1, 2023, the 12-inch-diameter MFM south of the intersection between Vallemar Street and CA Highway 1 suffered a structural failure and leak at approximately STA 27+50 resulting in a sanitary sewer overflow (SSO). This force main is over 40 years old, constructed of ductile iron pipe (DIP) and has experienced several leaks in the recent past. The pipe exhibits severe deterioration along the invert caused by abrasion and cavitation. The SAM Board of Directors determined that the existing DIP portion of the pipeline should be replaced to mitigate future failures caused by extreme wet weather.

This proposed project focuses on reducing the risk of fines resulting from SSOs and risks to public health and safety associated with spills and emergency repairs. To achieve these goals the DIP portion of MFM will be replaced with a high-density polyethylene (HDPE) DR 11 pipe. The HDPE will be installed parallel to the existing DIP within the existing SAM easements. In addition, bypass stations will be installed along the new force main to facilitate future operations and maintenance. Once the new pipeline is tested, flow will be diverted from the existing force main to the new pipeline. The old pipeline will be either capped and abandoned in place or specified for removal.

Project Understanding

The MFM was initially constructed in 1979 to convey raw sewage from Montara Pump Station, Vallemar Pump Station, and Princeton Pump Station to Junction Structure 1 in El Granada. The majority of the force main consists of 12-inch- and 14-inch-diameter DIP. In 2015, SAM replaced the segment between Montara Pump Station and Station 26+05 with HDPE pipe. In 2023, SAM replaced another 850 linear feet between Station 26+05 and 34+55. The purpose of this project is to replace the remaining DIP segment between Station 34+55 to Junction Structure 1 (Station 168+50) with new HDPE pipe. The new HDPE pipeline will have similar inside diameter as the existing DIP in order to maintain the force main's hydraulic capacity.

The replacement force main will start at Station 34+55 and follow the alignment of the existing force main to Junction Structure 1. The following sections describe main segments that comprise the existing and new force main.

Segment 1: Station 34+55 to 80+00

Between Station 34+55 and Station 80+00, the existing force main is located on the west side of Highway 1 and it consists of 12-inch DIP. The new force main alignment will parallel that of the existing and remain in SAM's easement. The new force main for this segment will be made from fused HDPE pipe that have an inside diameter of 12 inches. At least two bypass stations are proposed to be installed for this segment to facilitate future operations and maintenance. The locations of the bypass stations will be determined during design.

The terrain of this segment is mostly developed streets and pavement. San Vicente Creek crosses the existing force main at approximately Station 52+20. SRT proposes to use horizontal directional drilling (HDD) at creek crossings to minimize surface disruptions and environmental impacts. HDD will also be utilized as much as feasible for the rest of this segment in order to reduce the number of street closures, simplify utility crossings, and avoid impacts to any sensitive habitat (if any).

Segment 2: Station 80+00 to 81+10

Between Station 80+00 and 81+10, the existing force main crosses Highway 1 to the north of the Half Moon Bay Airport. The existing highway crossing consists of 12-inch DIP encased in a 24-inch welded steel pipe approximately 10 feet beneath Highway 1's finish grade. The new force main for this segment will likely comprise fused HDPE pipe with an inside diameter of 12 inches. The location, depth, and encasement requirement of the new highway crossing will be determined during design and negotiations with Caltrans.

Segment 3: Station 81+10 to 143+38

Between Station 81+10 and Station 143+38, the existing force main is located on the east side of Highway 1. Its size and material are the same as the previous two segments. The new force main will parallel the existing force main's alignment and remain inside SAM's easement on the east side of Highway 1. At least two bypass stations will be installed for this segment within SAM's easement to facilitate operations and maintenance. Locations of the bypass stations will be determined during design.

The majority of the terrain for this segment is unpaved surface from nearby farmlands. Denniston Creek crosses the existing force main alignment at Station 142+80. Similar to the previous creek crossings, SRT proposes to utilize HDD to minimize disruptions and impacts. The remainder of this segment could be constructed with either HDD or using the open trench method.

Segment 4: Station 143+38 to 168+50

Princeton Force Main connects to MFM at Station 143+38. Between Station 143+38 and 168+50, the existing MFM consists of 14-inch DIP. At Station 168+50, the existing MFM connects to Junction Structure 1 where it transitions into a gravity interceptor. Similar to previous segments, the new MFM will follow the existing force main's alignment on the east side of Highway 1. The new force main for this segment will be made from fused HDPE pipe with a 14-inch inside diameter. At a minimum, one bypass station will be installed in this segment, and location of this bypass station will be determined during detail design.

The terrain of this segment is mostly unpaved surface. Deer Creek crosses the existing force main at approximately Station 168+00. The existing force main is 15 feet below the creek bank in a 26-inch diameter steel pipe casing. Similar to previous creek crossings, SRT proposes to use HDD at this creek crossing. Depending on the biological resources assessment results, there might be sensitive habitats and/or wetlands along the new force main in this segment. HDD should be utilized to construct the new pipe under these areas to minimize surface disruptions.

Scope of Services

SRT proposes to complete the project within the following tasks outlined below.

Task 1: Design Services

Under Task 1, SRT will provide the following services:

- Perform three (3) field surveys to gather all needed information for design
- Develop plans, specifications, and construction cost estimate for 65%, 95%, and 100% design
- Coordinate with a land surveyor, geotechnical engineering consultant, and environmental consultant during design (all three consultants will be contracted by SAM directly)
- Coordinate with other utility companies

Preliminary List of Drawings

The following list of drawings would most likely be developed as part of Task 1. The sheet count may vary to serve the needs of the design and construction contract.

- G01 - Title Sheet
- G02 - General Notes
- G03 - Legend and Abbreviations, Notes
- G04 - Sheet Index 1
- G05 - Sheet Index 2
- D01 - Demolition Plan
- C01 through C27 - MFM Plan and Profile: Station 34+55 to 168+50
- C28 - Highway Crossing 1
- C29 - Highway Crossing 2
- C30 - Civil Details I
- C31 - Civil Details II
- C32 - Civil Details III

Should additional scope or currently unforeseen changes necessitate a significant increase in the number of design drawings, SRT may need to request the associated additional engineering fee at that time.

Task 2 Permitting Assistance

Under Task 2, SRT proposes to provide the following services:

- Assist SAM through the permitting process of Caltrans regarding highway crossing
- Assist SAM with the Coastal Development Permit Exemption (CDX) from San Mateo County related to the pipeline replacement
- Coordinate with the environmental review consultant (contracted directly by SAM)

Permitting the MFM replacement may be time consuming due to highway crossing and creek crossing, and therefore this process should be initiated concurrently with the design.

Assumptions

1. Surveyor, geotechnical engineering consultant, and environmental review consultant will be contracted with SAM directly.
2. A Negative Declaration (ND) is an appropriate level of review under the California Environmental Quality Act (CEQA).
3. Coastal Development Permit Exemption (CDX) will be granted by San Mateo County for this project.
4. SAM will coordinate with and notify local business and property owners.

5. SAM will coordinate with member agencies regarding review of the design deliverables; meetings with member agencies are not included.
6. Bid documents, bidding assistance, and engineering services during construction are not included.
7. SRT standard documents (technical specifications, CAD detail drawings, construction progress agenda and notes templates, etc.) will be utilized for this design.

Fee Estimate

The estimated fee to complete the design, bidding, and engineering services during construction is \$488,100 as shown in the following table.

	Principal	Project Manager	Senior Engineer	Project Engineer	
	\$260.00	\$220.00	\$220.00	\$180.00	Subtotal
Task 1: Engineering Design	120	300	800	800	2,020
Task 1 Subtotal	\$31,200	\$66,000	\$176,000	\$144,000	\$417,200
Task 2: Permitting Assistance	80	80	80	80	320
Task 2 Subtotal	\$20,800.00	\$17,600.00	\$17,600.00	\$14,400.00	\$70,400
ODC					\$500
Total					\$488,100

Schedule

Task 1 and 2 will be conducted in parallel and the total project duration is expected to be 10 months following the Notice-to-Proceed (NTP).

SRT is prepared to start work immediately following receipt of the NTP from SAM.

We feel uniquely qualified to provide expert engineering services for SAM based on our extensive work experience with SAM, relationship with your key staff, and intimate knowledge of SAM's Intertie Pipeline System. SRT is confident that together with you, we will develop the most cost-effective and feasible solutions that would be acceptable to the Board and member agencies.

Thank you for considering SRT Consultants for this very important work for SAM. Please contact me at 415-231-5768 or by email at Tanya@SRTConsultants.com with any questions or if you require any additional information. We look forward to working with you.

Sincerely,

A handwritten signature in blue ink, reading "Tatyana T. Yurovsky". The signature is written in a cursive, flowing style.

Tatyana T. Yurovsky, P.E.

Principal, SRT Consultants



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: February 1, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager 

SUBJECT: Executive Summary – December 31, 2023 Mid-Year Budget vs. Actual

Sewer Service Charges: Total revenue of \$1,955,159 collected; 50.48% of budget.

1st Sewer Service assessment received in December in the amount of \$1,956,555.

As of July 1, 2023 Sewer Rates were increased by 6%.

Water Sales: Total revenue of \$969,734 collected; 48.34% of budget.

As with Sewer – Water rates were increased by 6% as of July 1, 2023.

No additional developments to report, outside of monthly water report analysis. Revenue collections remain consistent with historical trends between the two billing cycles.

Cell Tower Lease: Total revenue of \$42,417 collected; 51.11% of budget.

As of fiscal year 2021-22, cell tower lease revenue is strictly related to the Sewer Fund. Rate is adjusted on an annual basis as agreed upon by both Crown Castle & American Tower.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: February 1, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

Sewer Permits, Fees & Other: Total revenue of \$739,626 collected; 4,109.03% of budget.

CalOES & FEMA Funds received in association with 2022 & 2023 Winter Storm Damage sustained at SAM included in revenue roll-up. \$732,292 collected on behalf of SAM. All funds have been remitted back to SAM as of December 31, 2023.

Fee revenue is tracking at about 50% overall.

Water Permits, Fees & Other: Total revenue of \$2,582 collected; 30.02% of budget.

Permit fees have lagged behind expectations in the current fiscal year. Various economic factors impacting the nation such as lending rates and the cost of labor & materials have slowed housing remodel plans.

Sewer Property Tax: Total revenue of \$273,695 collected; 91.23% of budget.

Water Property Tax: Total revenue of \$273,695 collected; 91.23% of budget.

Secured property tax receipts of \$300,898 from the 1st roll were collected in December. Excess ERAF assessments total \$205,792 and has been split 50/50. Additional assessments expected later in fiscal year.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: February 1, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

Sewer Personnel expense: Total expense of \$248,551 incurred; 54.24% of budget.

Water Personnel expenses: Total expense of \$570,985 incurred; 50.92% of budget

Personnel expenditures for both Sewer & Water are currently within 5% of projections.

Sewer Professional Services: Total expense of \$141,163 incurred; 44.36% of budget.

Expenditures are currently in line with projections as a category. Costs associated with current legal battles are expected to increase over the fiscal year.

Water Professional Services: Total expense of \$96,453 incurred; 47.81% of budget.

Currently within 5% of projections.

Sewer Facilities & Administration: Total expense of \$24,718 incurred; 27.88% of budget.

Major savings noted in Telephone & internet expenses.

Water Facilities & Administration: Total expense of \$60,997 incurred; 47.38% of budget.

Currently within 5% of projections.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: February 1, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

Sewer Engineering: Total expense of \$16,749 incurred; 23.93% of budget.

Most expenses are coded to CIP projects.

Water Engineering: Total expense of \$90,943 incurred; 64.75% of budget.

Much of the cost overruns are due to the increases in water quality engineering services.

Sewer Pumping: Total expense of \$24,282 incurred; 37.36% of budget.

Water Pumping: Total expense of \$54,667 incurred; 41.83% of budget.

Sewer & Water Fund: All costs associated with this line item are from PG&E. The District has yet to receive and pay for the PG&E “catch-up” bill which is typically received and paid in the spring.

Sewer Authority Mid-Coastside: Total expense of \$1,716,187 incurred; 75.39% of budget

Collections is tracking as expected @ 50%. Operations is at 39.46% of budget. This is due to MWSD adopting the original budget provided by SAM. After MWSD’s adoption, SAM reduced the Capital Assessment Budget in order to receive approval from the SAM board. MWSD’s capital assessment budget was reduced by the change.

In addition to these charges we have the following items which are not recurring: 1) Payment of \$51,805 to fund SAM reserves. 2) Remittance to SAM of \$732,292 of FEMA & CalOES funding for 2022-2023 Winter Storm Damage.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: February 1, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

Water Supply: Total expense of \$9,281 incurred; 16.14% of budget.

Only one payment has been made for water purchases for Q1. Q2 will be paid in January or February. All four quarters are accrued each FY.

Water Collection/Transmission: Total expense of \$159,745 incurred; 63.90% of budget.

Majority of costs are contracted services from Andreini Brothers, Core & Main, Mossa Excavation and Badger Meter for water main & service main maintenance as well as emergency repairs for leaks. Costs will continue to be reviewed for possible capitalization.

Water Treatment: Total expense of \$30,985 incurred; 41.31% of budget.

Nothing additional to report all expenditures are tracking below budget.

All other Accounts Sewer: Total expense of \$41,473 incurred; 41.64% of budget.

All other Accounts Water: Total expense of \$79,783 incurred; 45.08% of budget.

Nothing additional to report.

Water System Reliability Charge: Total revenue of \$563,090 incurred; 50.66% of budget.

First remittance of the year received in December.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: February 1, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

Sewer Interest Revenue: Total revenue of \$79,677 incurred; 132.80% of budget.

Water Interest Revenue: Total revenue of \$94,990 incurred; 158.32% of budget.

Sewer reserves are held in LAIF. Average balance is approximately \$4.8M.

Water reserves are held in CAMP. Average balance is approximately \$3.5M.

Sewer Capital Improvement: Total expense of \$303,786 incurred; 7.89% of budget.

Mainly Sewer CIP program engineering costs as well as work at the Date/Harte St. pumpstation.

Water Capital Improvement: Total expense of \$175,245 incurred; 4.72% of budget.

Water CIP program engineering costs make up 75% of total expenditure to date.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: February 1, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

Sewer Connection Fees: Total revenue of \$261,580 collected; 88.67% of budget.

A total of 3 new construction connections sold. Multiple remodel & additional fixture units sold.

Water Connection Fees: Total revenue of \$252,044 collected; 105.02% of budget.

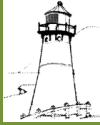
A total of 5 new construction connections sold. 1 refund issued for one connection.

Water & Sewer Long Term Debt:

Nothing to report. All debt is being serviced as required.

RECOMMENDATION:

This is for Board information only



Montara Water & Sanitary

Budgeted Cash Flow - Sewer

Fiscal year 2023-2024

Cash flow summary

Operating cash flow

Operating income		<u>Actual</u>	<u>Budget</u>	<u>Variance (%)</u>	<u>Variance (\$)</u>
Sewer Service Charges	\$	1,955,159	\$ 3,873,231	50.48%	\$ (1,918,072)
Cell Tower Lease	\$	42,417	\$ 83,000	51.11%	\$ 40,583
Permits, Fees & Other	\$	739,626	\$ 18,000	4109.03%	\$ (721,626)
Property Tax	\$	273,695	\$ 300,000	91.23%	\$ 26,305
Waste Collection Revenues	\$	14,442	\$ 30,000	48.14%	\$ 15,558
Total operating income	\$	3,025,339	\$ 4,304,231		
Operating expenses					
Personnel	\$	(248,551)	\$ (458,282)	54.24%	\$ 209,731
Professional Services	\$	(141,163)	\$ (318,250)	44.36%	\$ 177,087
Facilities & Administration	\$	(24,718)	\$ (88,650)	27.88%	\$ 63,932
Engineering	\$	(16,749)	\$ (70,000)	23.93%	\$ 53,251
Pumping	\$	(24,282)	\$ (65,000)	37.36%	\$ 40,718
Sewer Authority Mid-Coastside	\$	(1,716,187)	\$ (2,276,314)	75.39%	\$ 560,127
All other Accounts	\$	(41,473)	\$ (99,600)	41.64%	\$ 58,127
Total operating expenses	\$	(2,213,123)	\$ (3,376,096)		
Net Cash Flow Provided by Operations	\$	812,216	\$ 928,135		

Investment cash flow

Investment income					
Interest Revenue	\$	79,677	\$ 60,000	132.80%	\$ (19,677)
Total investment income	\$	79,677	\$ 60,000		
Investment expenses					
Capital Improvement Program	\$	(303,786)	\$ (3,849,285)	7.89%	\$ 3,545,499
Capital Improvement Program - Non Project	\$	-	\$ (150,000)	0.00%	\$ 150,000
Total investment expenses	\$	(303,786)	\$ (3,999,285)		
Net Cash Flow Used by Investments	\$	(224,109)	\$ (3,939,285)		

Financing cash flow

Financing income					
Connection Fees	\$	261,580	\$ 295,000	88.67%	\$ 33,420
Total financing income	\$	261,580	\$ 295,000		
Financing expenses					
Loan Interest Expense	\$	(5,141)	\$ (25,877)	19.87%	\$ 20,736
Loan Principal Payment	\$	(56,903)	\$ (113,805)	50.00%	\$ 56,903
Total financing expenses	\$	(62,044)	\$ (139,682)		
Net Cash Flow Provided by Financing Activities	\$	199,537	\$ 155,318		
Total Cash Flow Provided by All Activities	\$	787,644	\$ (2,855,832)		



Montara Water & Sanitary

Budgeted Cash Flow - Water

Fiscal year 2023-2024

Cash flow summary

Operating cash flow

Operating income		Actual	Budget	Variance (%)	Variance (\$)
Water Sales	\$	969,734	\$ 2,006,000	48.34%	\$ 1,036,266
Permits, Fees & Other	\$	2,582	\$ 8,600	30.02%	\$ 6,018
Property Tax	\$	273,695	\$ 300,000	91.23%	\$ 26,305
Backflow Testing & Other	\$	16,571	\$ 18,000	92.06%	\$ 1,429
Total operating income	\$	1,262,582	\$ 2,332,600		
Operating expenses					
Personnel	\$	(570,985)	\$ (1,121,315)	50.92%	\$ 550,330
Professional Services	\$	(96,453)	\$ (201,750)	47.81%	\$ 105,297
Facilities & Administration	\$	(60,997)	\$ (128,750)	47.38%	\$ 67,753
Engineering	\$	(80,943)	\$ (125,000)	64.75%	\$ 44,057
Pumping	\$	(54,667)	\$ (130,700)	41.83%	\$ 76,033
Supply	\$	(9,281)	\$ (57,500)	16.14%	\$ 48,219
Collection/Transmission	\$	(159,745)	\$ (250,000)	63.90%	\$ 90,255
Treatment	\$	(30,985)	\$ (75,000)	41.31%	\$ 44,015
All Other Accounts	\$	(79,783)	\$ (177,000)	45.08%	\$ 97,217
Total operating expenses	\$	(1,143,839)	\$ (2,267,015)		
Net Cash Flow Provided by Operations	\$	118,743	\$ 65,585		

Investment cash flow

Investment income					
GO Bonds, Assessment Receipts	\$	461,740	\$ 1,195,381	38.63%	\$ 733,641
Water System Reliability Charge	\$	563,090	\$ 1,111,460	50.66%	\$ 548,370
Interest Revenue	\$	94,990	\$ 60,000	158.32%	\$ (34,990)
Total investment income	\$	1,119,820	\$ 2,366,841		
Investment expenses					
Capital Improvement Program	\$	(175,245)	\$ (3,715,000)	4.72%	\$ 3,539,755
Capital Improvement Program - Non Project			\$ (150,000)		
Total investment expenses	\$	(175,245)	\$ (3,865,000)		
Net Cash Flow Used by Investments	\$	944,575	\$ (1,498,159)		

Financing cash flow

Financing income					
Connection Fees	\$	252,044	\$ 240,000	105.02%	\$ (12,044)
Total financing income	\$	252,044	\$ 240,000		
Financing expenses					
Long Term Debt - Interest Expense	\$	(37,260)	\$ (122,561)	30.40%	\$ 85,301
Long Term Debt - Principal Payment	\$	(595,043)	\$ (1,190,085)	50.00%	\$ 595,043
Total financing expenses	\$	(632,303)	\$ (1,312,646)		
Net Cash Flow Provided by Financing Activities	\$	(380,259)	\$ (1,072,646)		
Total Cash Flow Provided by Financing Activities	\$	683,060	\$ (2,505,220)		

MWSD — Fiscal Year 2023-24 mid-year budget review
Two Year comparative - Statement of activities
12/31/2022 vs. 12/31/2023
Sewer Fund

	Current Period July 1, 2023 - December 31, 2023	Prior Period July 1, 2022 - December 31, 2022	Increase/(Decrease)	%'age Change
Revenue				
Sewer Service Charges	1,955,159	1,900,012	55,147	2.90%
Cell Tower Lease	42,417	41,527	890	2.14%
Permits, Fees & Other	739,626	30,977	708,649	2287.66%
Property Tax	273,695	256,156	17,539	6.85%
Waste Collection Revenues	14,442	14,521	(79)	-0.54%
Total Revenue	\$ 3,025,339	\$ 2,243,193	\$ 782,146	34.87%
Expenses				
Personnel	248,551	202,980	45,571	22.45%
Professional Services	141,163	121,783	19,380	15.91%
Facilities & Administration	24,718	28,587	(3,869)	-13.53%
Engineering	16,749	29,693	(12,944)	-43.59%
Pumping	24,282	17,522	6,760	38.58%
Sewer Authority Mid-Coastside	1,716,187	1,077,613	638,574	59.26%
All other Accounts	41,473	33,280	8,193	24.62%
Total Expenses	\$ 2,213,123	\$ 1,511,458	\$ 701,665	46.42%
Net Operating Income	\$ 812,216	\$ 731,735	\$ 80,481	11.00%
Non-Operating				
Connection Fees	261,580	113,201	148,379	131.08%
Interest Revenue	79,677	24,417	55,260	226.32%
Interest Expense	(5,141)	(15,102)	(9,961)	65.96%
Capital Program	(303,786)	(79,072)	224,714	-284.19%
Total Other Income	\$ 32,330	\$ 43,444	\$ (11,114)	-25.58%
Net Income	\$ 844,546	\$ 775,179	\$ 69,367	8.95%

MWSD — Fiscal Year 2022-23 mid-year budget review
Two Year comparative - Statement of activities
12/31/2022 vs. 12/31/2023
Water Fund

	Current Period	Prior Period		
	July 1, 2023 -	July 1, 2022 -		
	December 31, 2023	December 31, 2022	Increase/(Decrease)	%age Change
Revenue				
Water Sales	969,734	932,169	37,565	4.03%
Fees	2,582	2,405	177	7.36%
Property Tax	273,695	256,156	17,539	6.85%
Backflow Testing & Other	16,571	14,605	1,966	13.46%
Total Revenue	\$ 1,262,582	\$ 1,205,335	\$ 57,247	4.75%
Expenses				
Personnel	570,985	505,761	65,224	12.90%
Professional Services	96,453	64,461	31,992	49.63%
Facilities & Administration	60,997	54,175	6,822	12.59%
Engineering	80,943	44,435	36,508	82.16%
Pumping	54,667	51,269	3,398	6.63%
Supply	9,281	12,755	(3,474)	-27.24%
Collection/Transmission	159,745	152,235	7,510	4.93%
Treatment	30,985	38,597	(7,612)	-19.72%
All other Accounts	79,783	51,581	28,202	54.68%
Total Expenses	\$ 1,143,839	\$ 975,269	\$ 168,570	17.28%
Net Operating Income	\$ 118,743	\$ 230,066	\$ (111,323)	-48.39%
Non-Operating				
Connection Fees	252,044	149,787	102,257	68.27%
GO Bond Assessment	461,740	477,404	(15,664)	-3.28%
Interest Revenue	94,990	38,277	56,713	
Interest Expense	(37,260)	(70,835)	(33,575)	47.40%
Water System Reliability	563,090	514,984	48,106	9.34%
Capital Program	(175,245)	(182,195)	(6,950)	3.81%
Total Other Income	\$ 1,159,359	\$ 927,422	\$ 231,937	25.01%
Net Income	\$ 1,278,102	\$ 1,157,488	\$ 120,614	10.42%



MWSD — Fiscal Year 2023-24 budget review as of December 31, 2023 - Sewer Enterprise

Operating Revenue	GL Codes	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	Income/Expenditures as of December 31,		Projected	Projected as % of Budget
						2023	% To date		
Cell Tower Lease:	4220	34,032	80,315	79,672	83,000	42,417	51.11%	84,834	102.21%
Administrative Fees (New Construction):	4410	4,932	7,397	3,554	4,000	1,244	31.10%	2,488	62.20%
Administrative Fees (Remodel):	4420	548	569	0	1,000		0.00%	0	0.00%
Inspection Fees (New Construction):	4430	3,626	6,994	3,363	4,000	1,178	29.45%	2,356	58.90%
Inspection Fees (Remodel):	4440	518			1,000		0.00%	0	0.00%
Mainline Extension Fees:	4450		6,000		0		0.00%	0	0.00%
Remodel Fees:	4460	10,601	18,826	7,133	8,000	4,557	56.96%	9,114	113.93%
Other Fees:	4470	7,500				160	100.00%	320	100.00%
Grants:	4510	136		136		732,292	100.00%	1,464,584	100.00%
Property Tax Receipts:	4610	455,194	516,917	526,690	300,000	273,695	91.23%	547,390	182.46%
Sewer Service Charges:	4710	3,429,746	3,582,585	3,806,420	3,883,231	1,961,842	50.52%	3,712,479	95.60%
Sewer Service Refunds, Customer:	4720	(42,650)	(8,166)	(4,665)	(10,000)	(6,683)	66.83%	(13,366)	133.66%
Waste Collection Revenues:	4760	27,202	26,055	29,253	30,000	14,442	48.14%	28,884	96.28%
Other Revenue:	4990	189,253	2,902	2,443		195	100.00%	390	100.00%
Total Operating Revenue:		4,120,638	4,240,394	4,453,999	4,304,231	3,025,339		5,839,473	
Operating Expenses									
Bank Fees:	5190	8,517	4,811	5,715	6,000	3,469	57.82%	6,938	115.63%
Board Meetings:	5210	4,050	3,856	5,535	4,000	3,114	77.85%	6,228	155.70%
Director Fees:	5220	3,525	4,925	6,450	10,000	4,200	42.00%	8,400	84.00%
Election Expenses:	5230	0		7,500	15,000	7,500	50.00%	15,000	100.00%
Conference Attendance:	5250	0	1,918	2,271	10,000	1,145	11.45%	2,290	22.90%
Information Systems:	5270	6,875	4,099	6,299	6,000	2,996	49.93%	5,992	99.87%
Fidelity Bond:	5310	438			500		0.00%	0	0.00%
Property & Liability Insurance:	5320	9,851	8,057	8,510	10,000	12,110	121.10%	12,110	121.10%
LAFCO Assessment:	5350	5,318	2,708	2,887	3,000		0.00%	2,708	90.27%
Meeting Attendance, Legal:	5420						0.00%	0	0.00%
General Legal:	5430	59,250	99,681	79,381	200,000	40,671	20.34%	81,342	40.67%
Litigation:	5440	203,505	176,781	113,942		37,068	100.00%	74,136	100.00%
Maintenance, Office:	5510	4,096	3,382	14,267	25,000	1,642	6.57%	3,284	13.14%
Meetings, Local:	5520						0.00%	0	0.00%
Memberships:	5530	600	4,408	4,435	5,000	4,500	90.00%	4,405	88.10%
Office Supplies:	5540	4,094	6,692	8,410	8,250	3,401	41.22%	6,802	82.45%
Postage:	5550	463	112	1,284	1,150	1,247	108.44%	2,494	216.87%
Printing & Publishing:	5560	1,397	943	4,294	2,250	2,710	120.44%	5,420	240.89%
Accounting:	5610	34,978	38,590	42,908	39,000	20,955	53.73%	41,910	107.46%
Audit:	5620	13,150	13,661	16,500	13,500	8,700	64.44%	8,700	64.44%
Consulting:	5630	66,299	51,037	54,999	52,250	21,418	40.99%	42,836	81.98%
Data Services:	5640	6,386	9,283	9,853	10,000	10,413	104.13%	10,413	104.13%
Labor & HR Support:	5650	2,562	2,562	2,572	2,500	1,310	52.40%	2,620	104.80%
Payroll Services:	5660	968	1,000	1,192	1,000	628	62.80%	1,256	125.60%



MWSD — Fiscal Year 2023-24 budget review as of December 31, 2023 - Sewer Enterprise

Operating Revenue	GL Codes	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	Income/Expenditures as of December 31,		Projected	Projected as % of Budget
						2023	% To date		
Other Professional Services:	5690						0.00%	0	0.00%
San Mateo County Tax Roll Charges:	5710	119	119	119	2,500	119	4.76%	238	9.52%
Telephone & Internet:	5720	32,546	38,358	46,869	40,000	13,134	32.84%	26,268	65.67%
Mileage Reimbursement:	5730	0	254	173	2,000	314	15.70%	628	31.40%
Reference Materials:	5740	55			200		0.00%	0	0.00%
Other Administrative:	5790	94	(287)	2,560		(3,646)	100.00%	(7,292)	100.00%
CalPERS 457 Deferred Plan:	5810	18,545	21,689	20,579	21,486	14,102	65.64%	28,204	131.27%
Employee Benefits:	5820	55,091	40,493	70,965	52,135	25,738	49.37%	51,476	98.74%
Disability Insurance:	5830	1,747	1,769	1,733	2,271	921	40.55%	1,842	81.10%
Payroll Taxes:	5840	17,028	17,451	18,494	25,393	9,801	38.60%	19,602	77.19%
PARS:	5850	25,388	18,497	20,840	22,147	7,764	35.06%	15,528	70.11%
Management:	5910	128,011	131,607	114,976	122,617	87,337	71.23%	174,674	142.46%
Staff :	5920	131,838	140,442	173,071	205,767	96,048	46.68%	192,096	93.36%
Staff Certification:	5930	1,913	2,100	2,100	1,800	1,050	58.33%	2,100	116.67%
Staff Overtime:	5940	3,411	4,813	6,259	1,754	3,315	189.05%	6,630	378.09%
Staff Standby:	5950			43		977	100.00%	1,954	100.00%
Worker's Compensation Insurance:	5960	2,699	2,585	4,221	2,913	1,498	51.43%	2,996	102.86%
Claims, Property Damage:	6170	976	3,076		10,000		0.00%	0	0.00%
Education & Training:	6195		93	42	2,000		0.00%	0	0.00%
Meeting Attendance, Engineering:	6210						0.00%	0	0.00%
General Engineering:	6220	24,889	56,067	64,020	70,000	16,749	23.93%	33,498	47.85%
Equipment & Tools, Expensed:	6320			14			0.00%	0	0.00%
Alarm Services:	6335	6,688	5,432	6,004	6,000	3,230	53.83%	6,460	107.67%
Landscaping:	6337	4,875	8,525	4,800	6,000	3,000	50.00%	6,000	100.00%
Pumping Fuel & Electricity:	6410	45,778	44,443	48,048	50,000	19,767	39.53%	39,534	79.07%
Pumping Maintenance, Generators:	6420		903	4,644	15,000	4,515	30.10%	9,030	60.20%
Pumping Maintenance, General:	6430		8,959				0.00%		0.00%
Maintenance, Collection System:	6660		0		10,000		0.00%	0	0.00%
Uniforms:	6770		0		200		0.00%	0	0.00%
Fuel:	6810	687	1,297	3,641	2,000	1,383	69.15%	2,766	138.30%
Truck Equipment, Expensed:	6820	38	209	134	200	314	157.00%	628	314.00%
Truck Repairs:	6830	88	343	1,167	1,000	309	30.90%	618	61.80%
Total Other Operations:	6890						0.00%	0	0.00%
SAM Collections:	6910	281,817	304,309	284,186	294,862	147,431	50.00%	294,862	100.00%
SAM Operations:	6920	1,584,637	1,532,608	1,694,036	1,806,452	712,811	39.46%	1,425,622	78.92%
SAM Misc:	6930					784,097			
SAM Maintenance, Collection System:	6940				45,000	465	1.03%	930	2.07%
SAM Maintenance, Pumping:	6950				130,000	64,583	49.68%	129,166	99.36%
SAM NDWSCP:	6960		24,482	5,147		6,800	100.00%	13,600	100.00%
Total Operations Expense:		2,805,280	2,849,142	2,998,089	3,376,096	2,213,123		2,824,942	



MWSD — Fiscal Year 2023-24 budget review as of December 31, 2023 - Sewer Enterprise

<u>Operating Revenue</u>	<u>GL Codes</u>	<u>2020-21 Actual</u>	<u>2021-22 Actual</u>	<u>2022-23 Actual</u>	<u>2023-24 Budget</u>	<u>Income/Expenditures</u> <u>as of December 31,</u> <u>2023</u>	<u>% To date</u>	<u>Projected</u>	<u>Projected as</u> <u>% of Budget</u>
Net Change in position from Operations:		1,315,358	1,391,252	1,455,910	928,135	812,216		3,014,531	



MWSD — Fiscal Year 2023-24 budget review as of December 31, 2023 - Sewer Enterprise

	<u>GL Codes</u>	<u>2020-21 Actual</u>	<u>2021-22 Actual</u>	<u>2022-23 Actual</u>	<u>2023-24 Budget</u>	<u>Income/Expenditures as of December 31, 2023</u>	<u>% To date</u>	<u>Projected</u>	<u>Projected as % of Budget</u>
Non Operating Revenue									
Connection Fees, Residential New Const:	7110	183,873	242,298	184,288	220,000	99,208	45.10%	198,416	90.19%
Connection Fees, Residential Remodel:	7120	2,774	53,312	41,559	55,000	39,051	71.00%	78,102	142.00%
Connection Fee Refunds:	7152			(26,922)	(20,000)		0.00%	0	0.00%
Additional Fixture Units New Const:	7153		22,617	17,165	20,000	23,670	118.35%	47,340	236.70%
Additional Fixture Units Remodel:	7155		79,005	73,359	20,000	102,777	513.89%	205,554	1027.77%
PFP Pass Thru:	7160		12,869			(2,858)	100.00%	(5,716)	100.00%
Meter Pass Thru Costs:	7165			(7,963)		(268)	100.00%	(536)	100.00%
Mainline Extension Pass Thru:	7170			(6,952)			0.00%	0	0.00%
Employee loans:	7700						0.00%		0.00%
LAIF, Interest:	7200	38,726	12,872	85,304	60,000	79,677	132.80%	159,354	265.59%
Total Non Operating Revenue:		225,373	422,973	359,838	355,000	341,257		682,514	
Non Operating Expense									
PNC Equipment Lease:	9125	11,535	11,970	9,350	7,176	3,540	49.33%	7,176	100.00%
Capital Assessment, SAM:	9175						0.00%		0.00%
I-Bank Loan:	9200	21,263	20,296	19,299	18,702	1,601	8.56%	18,702	100.00%
Total Non Operating Expense:		32,798	32,266	28,649	25,878	5,141		25,878	
Net Change in position from Non Operating activities:		192,575	390,707	331,189	329,122	336,116		656,636	



MWSD — Fiscal Year 2023-24 budget review as of December 31, 2023 - Water Enterprise

Operating Revenue	GL Codes	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	Income/Expenditures as of December 31, 2023	% To date	Projected	Projected as % of Budget
Cell Tower Lease:	4220	33,985	0				0.00%	0	0.00%
Administrative Fees (New Construction):	4410	6,028	8,535	4,151	4,000	1,244	31.10%	2,488	62.20%
Administrative Fees (Remodel):	4420	548	569		600		0.00%	0	0.00%
Inspection Fees (New Construction):	4430	5,698	8,415	3,928	4,000	1,178	29.45%	2,356	58.90%
Inspection Fees (Remodel):	4440	518	538		0		0.00%	0	0.00%
Mainline Extension Fees:	4450	85,905	82,882		0		0.00%	0	0.00%
Remodel Fees:	4460	0					0.00%	0	0.00%
Other Fees	4470	489	186			160	100.00%	320	100.00%
Grants:	4510	136		136			0.00%	0	0.00%
Property Tax Receipts:	4610	455,194	516,917	526,690	300,000	273,695	91.23%	547,390	182.46%
Testing, Backflow:	4740	15,828	25,730	24,366	18,000	16,376	90.98%	32,752	181.96%
Water Sales:	4810	1,952,964	1,752,213	1,776,601	2,014,000	969,734	48.15%	1,939,468	96.30%
Water Sales, Fire Protection:	4820						0.00%		0.00%
Water Sales Refunds, Customer:	4850	(2,817)	(3,210)	(5,840)	(8,000)	0	0.00%	0	0.00%
Other Revenue:	4990	6,393	3,541	13,380		195	100.00%	390	100.00%
Total Operating Revenue:		2,560,869	2,396,316	2,343,412	2,332,600	1,262,582		2,525,164	
Operating Expenses									
Bank Fees:	5190	1,777	4,811	5,715	5,500	2,622	47.67%	5,244	95.35%
Board Meetings:	5210	4,050	3,856	5,535	4,000	3,114	77.85%	6,228	155.70%
Director Fees:	5220	3,525	4,925	6,450	10,000	4,200	42.00%	8,400	84.00%
Election Expenses:	5230	0		7,500	15,000	7,500	50.00%	15,000	100.00%
Bond Issue Cost:	5235	66,381					0.00%	0	0.00%
CDPH Fees:	5240	12,004	15,707	17,526	18,000	4,614	25.63%	9,228	51.27%
Conference Attendance:	5250	0	1,918	2,271	15,000	1,801	12.01%	3,602	24.01%
Information Systems:	5270	6,875	13,989	6,299	6,500	2,996	46.09%	5,992	92.19%
Fidelity Bond:	5310	438			500		0.00%	0	0.00%
Property & Liability Insurance:	5320	0	7,987	8,510	10,000	13,816	138.16%	27,632	276.32%
LAFCO Assessment:	5350	5,872	2,755	3,293	3,000		0.00%	0	0.00%
Meeting Attendance, Legal:	5420						0.00%	0	0.00%
General Legal:	5430	116,294	74,809	84,542	75,000	40,651	54.20%	81,302	108.40%
Litigation:	5440			1,224		1,472	100.00%		0.00%
Maintenance, Office:	5510	10,653	3,524	14,267	25,000	2,137	8.55%	4,274	17.10%
Meetings, Local:	5520						0.00%	0	0.00%
Memberships:	5530	24,540	20,318	22,662	25,000	21,845	87.38%	43,690	174.76%
Office Supplies:	5540	4,098	6,797	8,471	6,250	3,401	54.42%	6,802	108.83%
Postage:	5550	13,451	14,890	17,948	14,750	10,458	70.90%	20,916	141.80%
Printing & Publishing:	5560	1,397	1,488	4,344	5,750	4,726	82.19%	9,452	164.38%
Accounting:	5610	34,978	38,590	42,908	39,000	20,955	53.73%	41,910	107.46%
Audit:	5620	13,150	13,661	16,500	13,500	8,700	64.44%	8,700	64.44%
Consulting:	5630	64,713	52,892	61,910	67,250	21,418	31.85%	42,836	63.70%



MWSD — Fiscal Year 2023-24 budget review as of December 31, 2023 - Water Enterprise

Operating Revenue	GL Codes	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	Income/Expenditures as of December 31, 2023	% To date	Projected	Projected as % of Budget
Data Services:	5640	6,386	10,400	11,190	1,000	1,200	120.00%	2,400	240.00%
Labor & HR Support:	5650	2,562	2,562	2,572	2,500	1,310	52.40%	2,620	104.80%
Payroll Services:	5660	968	1,000	1,192	1,000	628	62.80%	1,256	125.60%
Other Professional Services:	5690						0.00%	0	0.00%
San Mateo County Tax Roll Charges:	5710	119	119	1,625	2,500	119	4.76%	238	9.52%
Telephone & Internet:	5720	40,647	45,606	57,345	50,000	17,136	34.27%	34,272	68.54%
Mileage Reimbursement:	5730	75	525	571	2,000	691	34.55%	1,382	69.10%
Reference Materials:	5740	55			500		0.00%	0	0.00%
Other Administrative:	5790	729	685	2,965		(558)	100.00%	(1,116)	100.00%
CalPERS 457 Deferred Plan:	5810	44,923	48,201	48,132	51,461	28,259	54.91%	56,518	109.83%
Employee Benefits:	5820	120,304	116,781	158,066	155,291	74,178	47.77%	148,356	95.53%
Disability Insurance:	5830	4,041	4,129	3,806	5,572	2,006	36.00%	4,012	72.00%
Payroll Taxes:	5840	47,306	47,682	50,421	59,514	26,920	45.23%	53,840	90.47%
PARS:	5850	26,477	40,261	43,908	47,101	19,337	41.06%	38,674	82.11%
Management:	5910	128,011	131,608	114,976	122,617	87,337	71.23%	174,674	142.46%
Staff :	5920	446,737	451,291	502,837	554,440	271,235	48.92%	542,470	97.84%
Staff Certification:	5930	11,213	12,125	11,550	11,400	5,100	44.74%	10,200	89.47%
Staff Overtime:	5940	48,498	52,669	57,005	60,420	30,475	50.44%	60,950	100.88%
Staff Standby:	5950	26,514	26,564	27,421	29,086	18,351	63.09%	36,702	126.18%
Worker's Compensation Insurance:	5960	14,332	13,072	12,794	24,413	7,787	31.90%	15,574	63.79%
Backflow Prevention:	6160	1,528	1,020	1,030	1,000	706	70.60%	1,412	141.20%
Claims, Property Damage:	6170	0		141	10,000	393	3.93%	786	7.86%
SCADA Maintenance:	6185	4,816	2,910	8,102	20,000	4,352	21.76%	8,704	43.52%
Internet & Telephone, Communications:	6187		24				0.00%	0	0.00%
Education & Training:	6195	639	3,428	1,060	5,000	532	10.64%	1,064	21.28%
Meeting Attendance, Engineering:	6210						0.00%	0	0.00%
General Engineering:	6220	1,352	6,749	5,118	10,000	1,363	13.63%	2,726	27.26%
Water Quality Engineering:	6230	68,993	70,999	128,505	115,000	79,580	69.20%	159,160	138.40%
Equipment & Tools, Expensed:	6320	6,943	12,363	7,642	10,000	4,742	47.42%	9,484	94.84%
Alarm Services:	6335	1,249	1,087	876	2,000	649	32.45%	1,298	64.90%
Landscaping:	6337	13,932	19,989	16,453	15,000	9,232	61.55%	18,464	123.09%
Facilities other:	6330						0.00%	0	0.00%
Lab Supplies & Equipment:	6370	993	5,357	4,051	4,000	11,567	289.18%	23,134	578.35%
Meter Reading:	6380	121	119	357	500	0	0.00%	0	0.00%
Pumping Fuel & Electricity:	6410	75,172	83,871	91,999	95,000	42,949	45.21%	85,898	90.42%
Pumping Maintenance, Generators:	6420	8,014	12,043	19,015	30,000	10,844	36.15%	21,688	72.29%
Pumping Maintenance, General:	6430	751	1,153	308	5,000	874	17.48%	1,748	34.96%
Pumping Equipment, Expensed:	6440	13	129		700		0.00%	0	0.00%
Maintenance, Raw Water Mains:	6510	37	253	45	2,500		0.00%	0	0.00%
Maintenance, Wells:	6520	9,193	5,975	17,361	25,000	3,104	12.42%	6,208	24.83%
Water Purchases:	6530	34,355	33,040	26,482	30,000	6,177	20.59%	12,354	41.18%
Hydrants:	6610	10,557	5,690		10,000		0.00%	0	0.00%



MWSD — Fiscal Year 2023-24 budget review as of December 31, 2023 - Water Enterprise

Operating Revenue	GL Codes	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	Income/Expenditures as of December 31, 2023	% To date	Projected	Projected as % of Budget
Maintenance, Water Mains:	6620	43,561	101,071	116,280	170,000	37,192	21.88%	74,384	43.76%
Maintenance, Water Service Lines:	6630	40,898	8,245	29,642	20,000	2,127	10.64%	4,254	21.27%
Maintenance, Tanks:	6640	4,510	438	2,671	5,000	36	0.72%	72	1.44%
Maintenance, Distribution General:	6650	8,623	22,202	23,364	15,000	3,339	22.26%	6,678	44.52%
Maintenance, Collection System:	6660		724				0.00%	0	0.00%
Meters:	6670	11,456	21,176	198,547	30,000	117,051	390.17%	234,102	780.34%
Chemicals & Filtering:	6710	38,934	43,341	18,126	25,000	10,675	42.70%	21,350	85.40%
Maintenance, Treatment Equipment:	6720	5,546	12,226	8,126	15,000	5,486	36.57%	10,972	73.15%
Treatment Analysis:	6730	29,278	37,846	30,212	35,000	14,824	42.35%	29,648	84.71%
Uniforms:	6770	1,635	1,687	3,080	2,500	2,091	83.64%	4,182	167.28%
Fuel:	6810	6,677	8,879	11,601	12,000	4,148	34.57%	8,296	69.13%
Truck Equipment, Expensed:	6820	217	1,186	415	2,000	941	47.05%	1,882	94.10%
Truck Repairs:	6830	498	2,075	3,637	5,000	928	18.56%	1,856	37.12%
Other Operations:	6890		2,492				0.00%	0	0.00%
Total Operations Expense:		1,784,584	1,817,984	2,220,497	2,267,015	1,143,839		2,276,034	
Net Change in position from Operations:		776,285	578,332	122,915	65,585	118,743		249,130	

**MWSD — Fiscal Year 2023-2024 budget review as of December 31, 2023 - Water enterprise**

	<u>GL Codes</u>	<u>2020-21 Actual</u>	<u>2021-22 Actual</u>	<u>2022-23 Actual</u>	<u>2023-24 Budget</u>	<u>Income/Expenditures as of December 31, 2023</u>	<u>% To date</u>	<u>Projected</u>	<u>Projected as % of Budget</u>
Non Operating Revenue									
Connection Fees, Residential New Const:	7110	89,474	255,753	168,218	185,000	138,791	75.02%	277,582	150.04%
Connection Fees, Residential Remodel:	7120		13,199			35,657	100.00%	71,314	100.00%
Connection Fees, Residential Fire:	7130	155,910	111,063	128,281	55,000	99,681	181.24%	199,362	362.48%
Connection Fees, Residential Remodel Fire:	7140	3,823					0.00%	0	0.00%
Connection Fees, Well Conversion:	7150						0.00%	0	0.00%
Connection Fee refunds:	7152			(24,892)		(26,277)	100.00%	(52,554)	100.00%
Additional fixture units Remodel:	7155			16,092			0.00%	0	0.00%
PFP Pass Thru:	7160		49,955	13,355		(1,540)	100.00%	(3,080)	100.00%
Meter Pass Thru Costs:	7165		9,358	1,791		5,732	100.00%	11,464	100.00%
Mainline Extension Pass Thru:	7170		22,444	(76,039)			0.00%	0	0.00%
CAMP interest income:	7250		1,808	113,063	60,000	94,990	158.32%	189,980	316.63%
General Obligation Bonds, Assessment Receipts:	7600	1,195,387	1,015,063	1,012,555	1,195,381	461,740	38.63%	1,195,381	100.00%
Water System Reliability:	7650	949,243	1,027,699	1,026,086	1,111,460	563,090	50.66%	1,111,460	100.00%
Total Non Operating Revenue:		2,393,837	2,506,342	2,378,510	2,606,841	1,371,864		3,000,909	
Non Operating Expense									
PFP Connection Expenses:	9075			4,000					
General Obligation Bonds:	9100	126,949	73,617	63,099	56,977	4,968	7.37%	56,977	100.00%
PNC Equipment Lease:	9125	13,384	11,451	9,350	7,176	3,540	37.49%	7,176	100.00%
State Revolving Fund Loan:	9150	69,614	65,810	60,602	56,457	28,752	45.98%	56,457	100.00%
Water Rebates :	9210	850	700	200		150	100.00%	300	100.00%
Total Non Operating Expense:		210,797	151,578	137,251	120,610	37,410		120,910	
Net Change in position from Non Operating activities:									
		2,183,040	2,354,764	2,241,259	2,486,231	1,334,454		2,879,999	

Sewer

Personnel

CalPERS 457 Deferred Plan:	5810
Employee Benefits:	5820
Disability Benefits:	5830
Payroll Taxes:	5840
Worker's Compensation Insurance:	5960
Management:	5910
Staff :	5920
Staff Certification:	5930
Staff Overtime:	5940
Staff Standby:	5950
PARS:	5850

Professional Services

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

Facilities & Administration

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

Engineering

Meeting Attendance, Engineering:	6210
General Engineering:	6220

Pumping

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

Sewer Authority Mid-Coastside

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

All other Accounts

Bank Fees:	5190
Board Meetings:	5210
Director Fees:	5220
Election Expenses:	5230
Conference Attendance:	5250
Information Systems:	5270
Fidelity Bond:	5310
Property & Liability Insurance:	5320
LAFCO Assessment:	5350
Meetings, Local:	5520
Membership:	5530
San Mateo County Tax Roll Charges:	5710
Mileage Reimbursement:	5730
Reference Materials:	5740
Claims, Property Damage:	6170
Education & Training:	6195
Equipment & Tools, Expensed:	6320
Maintenance, Collection System:	6660
Treatment Analysis:	6730
Uniform:	6770
Fuel:	6810
Truck Equipment, Expensed:	6820
Truck Repairs:	6830
Total Other Operations:	6890

Water

Personnel

CalPERS 457 Deferred Plan:	5810
Employee Benefits:	5820
Disability Benefits:	5830
Payroll Taxes:	5840
Worker's Compensation Insurance:	5960
Management:	5910
Staff :	5920
Staff Certification:	5930
Staff Overtime:	5940
Staff Standby:	5950
PARS:	5850

Professional Services

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

Facilities & Administration

Alarm Services:	6335
Landscaping:	6337
Office Supplies:	5540
Postage:	5550
Printing & Publishing:	5560
Maintenance, Office:	5510
Telephone & Internet:	5720
Other Administrative:	5790
Facilities other:	6330

Engineering

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

Pumping

Pumping Fuel & Electricity:	6410
Pumping Maintenance, Generators:	6420
Pumping Maintenance, General:	6430
Pumping Equipment, Expensed:	6440
Pumping - Other:	6400

Supply

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

Collection/Transmission

Collection/Transmission - Other:	6600
Hydrants:	6610
Maintenance, Water Mains:	6620
Maintenance, Water Service Lines:	6630
Maintenance, Tanks:	6640
Maintenance, Distribution General:	6650
Maintenance, Collection System:	6660
Meters:	6670

Treatment

Treatment - Other:	6700
Chemicals & Filtering:	6710
Maintenance, Treatment Equipment:	6720
Treatment Analysis:	6730

All other Accounts

Bank Fees:	5190
Board Meetings:	5210
Director Fees:	5220
Election Expenses:	5230
Bond Issue Costs - Expense:	5235
CDPH Fees:	5240
Conference Attendance:	5250
Information Systems:	5270
Fidelity Bond:	5310
Property & Liability Insurance:	5320
LAFCO Assessment:	5350
Meetings, Local:	5520
Memberships:	5530
Mileage Reimbursement:	5730
Reference Materials:	5740
Backflow Prevention:	6160
Claims, Property Damage:	6170
SCADA Maintenance:	6185
Internet & Telephone, Communications:	6187
Education & Training:	6195
Equipment & Tools, Expensed:	6320
Lab Supplies & Equipment:	6370
Meter Reading:	6380
Uniforms:	6770
Fuel:	6810
Truck Equipment, Expensed:	6820

Truck Repairs:	6830
Other Operations:	6890
San Mateo Co. Tax Roll Charges:	5710



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **February 1, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Review and Possible Action Concerning
Nomination of Representative for ACWA Region
5 Board.**

The Region 5 Nominating Committee is looking for members who are interested in leading the direction of ACWA Region 5 for the 2024-2025 term. The Nominating Committee is currently seeking candidates for the Region 5 Board, which is comprised of Chair, Vice Chair and up to five Board Member positions.

The leadership of ACWA's ten geographical Regions is integral to the leadership of the Association as a whole. The Chair and Vice Chair of Region 5 serve on ACWA's Statewide Board of Directors and recommend all committee appointments for Region 5. Members of the Region 5 Board determine the direction and focus of region issues and activities. Additionally, they support the fulfillment of ACWA's goals.

Director Softky has served for more than a decade in public functions related to Special Districts and wishes to serve on the ACWA Region 5 Board. A resolution is required by ACWA from the governing board nominating one of its board members. Nominations must be received by February 15, 2019. The Region 5 Nominating Committee will announce their appointment shortly thereafter.

RECOMMENDATION:

This is for Board Information Only.

Attachment

RESOLUTION NO. _____

**RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT
PLACING IN NOMINATION BILL SOFTKY AS A MEMBER OF THE
ASSOCIATION OF CALIFORNIA WATER AGENCIES
REGION 5 BOARD MEMBER**

WHEREAS, the Board of Directors of the Montara Water and Sanitary District does encourage and support the participation of its members in the affairs of the Association of California Water Agencies (ACWA);

WHEREAS, Bill Softky has indicated a desire to serve as a Board Member of ACWA Region 5;

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. Does place its full and unreserved support in the nomination of Bill Softky for the position of Board Member of ACWA Region 5.
2. Does hereby determine that the expenses attendant with the service of Bill Softky in ACWA Region 5 shall be borne by the Montara Water and Sanitary District.

President, Montara Water and Sanitary District

COUNTERSIGNED:

Secretary, Montara Water and Sanitary District

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 on the 1st day of February, 2024 by the following vote:

AYES, Directors:

NOES, Directors:

ABSENT, Directors:

Secretary, Montara Water and Sanitary District

MEMORANDUM

Date: January 9, 2024

To: Region 5 Member Agency Presidents and General Managers
(sent via e-mail)

From: ACWA Region 5 Board

The Region 5 Board is looking for ACWA members who are interested in leading the direction of ACWA Region 5 for the 2024-2025 term. The Board is seeking candidates from Region 5 to fill one board vacancy.

The leadership of ACWA's ten geographical regions is integral to the leadership of the Association as a whole. The Chair and Vice Chair of Region 5 serve on ACWA's Statewide Board of Directors and recommend all committee appointments for Region 5. The members of the Region 5 Board determine the direction and focus of region issues and activities. Additionally, they support the fulfillment of ACWA's goals on behalf of members.

Pursuant to the Region 5 Rules and Regulations, Region 5 Board Members must be a local agency board member.

If you, or someone within your agency, are interested in serving in a leadership role within ACWA by becoming a Region 5 Board Member, please familiarize yourself with the Role of the Regions and Responsibilities [HERE](#); and the Region 5 Rules and Regulations [HERE](#) and complete the following steps:

- **Complete the Nomination Form [HERE](#)**
- **Obtain a Resolution of support from your agency's Board of Directors (sample resolution [HERE](#))**
- **Submit the requested nomination form to ACWA by 5:00 p.m. on Friday, February 9, 2024**

The Region 5 Board will make their appointment shortly thereafter and will inform the region of the results.

If you have any questions, please contact ACWA Regional Affairs Representative II Jennifer Rotz at JenniferR@acwa.com or (916) 669-2373.

ACWA Regions provide the grassroots support to advance ACWA's legislative and regulatory agenda.

Background

As a result of ACWA's 1993 strategic planning process, known as Vision 2000, ACWA modified its governance structure from one that was based on sections to a regional-based configuration. Ten regions were established to provide geographic balance and to group agencies with similar interests.

Primary Charge of Regions

- To provide a structure where agencies can come together and discuss / resolve issues of mutual concern and interest and based on that interaction, provide representative input to the ACWA board.
- To assist the Outreach Task Force in building local grassroots support for the ACWA Outreach Program in order to advance ACWA's legislative and regulatory priorities as determined by the ACWA Board and the State Legislative, Federal Affairs or other policy committees.
- To provide a forum to educate region members on ACWA's priorities and issues of local and statewide concern.
- To assist staff with association membership recruitment at the regional level.
- To recommend specific actions to the ACWA Board on local, regional, state and federal issues as well as to recommend endorsement for various government offices and positions.

Region chairs and vice chairs, with support from their region boards, provide the regional leadership to fulfill this charge.

Note: Individual region boards CANNOT take positions, action or disseminate communication on issues and endorsements without going through the ACWA Board structure.

GENERAL DUTIES / RESPONSIBILITIES FOR REGION OFFICERS

Region Chair

- Serves as a member of the ACWA Board of Directors at bimonthly meetings at such times and places as the Board may determine. The Chair will also call at least two Region membership meetings to be held at each of the ACWA Conferences and periodic Region Board meetings.
- Serves as a member of ACWA's Outreach Program, and encourages region involvement. Appoints Outreach Captain to help lead outreach effort within the region.
- Presides over all region activities and ensures that such activities promote and support accomplishment of ACWA's Goals.
- Makes joint recommendations to the ACWA President regarding regional appointments to all ACWA committees.
- Appoints representatives in concurrence of the region board, to serve on the region's nominating committee with the approval of the region board.
- Facilitates communication from the region board and the region membership to the ACWA board and staff.

Region Vice Chair

- Serves as a member of the ACWA Board of Directors at bimonthly meetings at such times and places as the Board may determine. The Vice Chair will also participate in at least two Region membership meetings to be held at each of the ACWA Conferences and periodic Region Board meetings.
- Performs duties of the Region Chair in the absence of the chair.
- Serves as a member of ACWA's Outreach Program, and encourages region involvement.
- Makes joint recommendations to the ACWA president regarding regional appointments to all ACWA committees.

Region Board Member

- Participate in at least two Region membership meetings to be held at each of the ACWA Conferences and periodic Region Board meetings.
- Supports program planning and activities for the region.
- Actively participates and encourages region involvement in ACWA's Outreach Program.
- May serve as alternate for the chair and/or vice chair in their absence (if appointed) to represent the region to the ACWA Board.

ACWA Region 5 Rules & Regulations

Each region shall organize and adopt rules and regulations for the conduct of its meetings and affairs not inconsistent with the Articles of Incorporation or bylaws of the Association (ACWA Bylaw V, 6.).

Officers

Region officers must be a local agency board member.

The chair shall appoint a secretary to the Board if one is deemed necessary.

Attendance

If a region chair or vice chair is no longer allowed to serve on the Board of Directors due to his / her attendance, the region board shall appoint from the existing region board a new region officer. (ACWA Policy & Guideline Q, 1.)

If a region chair or vice chair misses three consecutive region board / membership meetings, the same process shall be used to backfill the region officer position. (ACWA Policy & Guideline Q, 1.)

If a region board member has three consecutive unexcused absences from a region board meeting or general membership business meeting, the region board will convene to discuss options for removal of the inactive board member. If the vacancy causes the board to fail to meet the minimum requirement of five board members, the region must fill the vacancy according to its rules and regulations. (ACWA Policy & Guideline Q, 3.)

Vacancy

The vice chair position shall automatically ascend to the chair position in the event that a vacancy occurs in the chair position during the regular term cycle.

Elections

All nominations received for the region chair, vice chair and board positions must be accompanied by a resolution of support from each sponsoring member agency, signed by an authorized representative of the Board of Directors. Only one individual may be nominated from a given agency to run for election to a region board. Agencies with representatives serving on the nominating committees should strive not to submit nominations for the region board from their agency. (ACWA Policy & Guideline P, 2.)

Election ballots will be e-mailed to ACWA member agency general managers and presidents.

The nominating committee shall consist of three to five members.

In an effort to preserve objectivity during the nominating committee process, candidates other than nominating committee members shall be nominated for election.

The nominating committee should pursue qualified members within the region to run for the region board, and should consider geographic diversity, agency size and focus in selecting a slate.

See the current region election timeline for specific dates.

Endorsements

ACWA, as a statewide organization, may endorse potential nominees and nominees for appointment to local, regional, and statewide commissions and boards. ACWA's regions may submit a recommendation for consideration and action to the ACWA Board of Directors to endorse a potential nominee or nominee for appointment to a local, regional or statewide commission or board. (ACWA Policy & Guideline P, 3.)

Committee Recommendations & Representation

All regions are given equal opportunity to recommend representatives of the region for appointment to a standing or regular committee of the Association. If a region fails to provide full representation on all ACWA committees, those committee slots will be left open for the remainder of the term or until such time as the region designates a representative to complete the remainder of the term. (ACWA Policy & Guideline P, 4. A.)

At the first region board / membership meeting of the term, regions shall designate a representative serving on each of the standing and regular committees to serve as the official reporter to and from the committee on behalf of the region to facilitate input and communication. (ACWA Policy & Guideline P, 4. B.)

The chair and vice chair shall make all committee appointment recommendations to the ACWA committees, to be ratified by the region board prior to submission to the ACWA president for consideration.

Tours

ACWA may develop and conduct various tours for the regions. All tour attendees must sign a "release and waiver" to attend any and all region tours. Attendees agree to follow environmental guidelines and regulations in accordance with direction from ACWA staff; and will respect the rights and privacy of other attendees. (ACWA Policy & Guideline P, 6.)

Finances

See "Financial Guidelines for ACWA Region Events" document.

Amending the Region Rules & Regulations

ACWA policies and guidelines can be amended by approval of the ACWA Board of Directors.

The Region 5 Rules & Regulations can be amended by a majority vote of those present at any Region 5 meeting as long as a quorum is present.

REGION BOARD VACANCY CANDIDATE NOMINATION



Submit completed form to regionelections@acwa.com

Name of Candidate:	Title:	
Agency:	Agency Phone:	
Direct Phone:	E-mail:	
Address:	ACWA Region:	County:

Agency Function(s) <i>Check all that apply</i>	
Ag Water Supply	Urban Water Supply
Flood Control	Wastewater Reclamation
Groundwater Management / Replenishment	Wholesale
Retailer	Other:
Sewage Treatment	

Describe your ACWA-related activities that help qualify you for this office:

Write below or attach a half-page bio summarizing the experience and qualifications that make you a viable candidate for ACWA Region leadership. Please include the number of years you have served in your current agency position, the number of years you have been involved in water issues and in what capacity you have been involved in the water community. You may share a candidate photo along with your application. Candidate photos and bios will be shared on the ACWA region election webpage.

I acknowledge that the role of a region board member is to actively participate on the Region Board during my term, including attending region board and membership meetings, participating in region conference calls, participating in ACWA's Outreach Program, as well as other ACWA functions to set an example of commitment to the region and the association.

I hereby submit my name for consideration by the Nominating Committee.

_____ Signature	_____ Title	_____ Date
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Please attach a copy of your agency's resolution of support / sponsorship for your candidacy.

RESOLUTION NO. _____

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
(DISTRICT NAME)
PLACING IN NOMINATION (NOMINEE NAME)
AS A MEMBER OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
REGION ____ (POSITION)**

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF (DISTRICT NAME) AS FOLLOWS:

A. Recitals

(i) The Board of Directors (Board) of the (District Name) does encourage and support the participation of its members in the affairs of the Association of California Water Agencies (ACWA).

(ii) (Nominee Title), (Nominee Name) is currently serving as (Position) for ACWA Region ____

and/or

(iii) (Nominee Name) has indicated a desire to serve as a (Position) of ACWA Region ____.

B. Resolves

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF (DISTRICT NAME),

(i) Does place its full and unreserved support in the nomination of (Nominee Name) for the (Position) of ACWA Region ____.

(ii) Does hereby determine that the expenses attendant with the service of (Nominee Name) in ACWA Region ____ shall be borne by the (District Name).

Adopted and approved this ____ day of ____ (month) 2024.

(SEAL)

(Nominee Name), (Title)
(District Name)

January 5, 2024

ATTEST:

(Secretary Name), Secretary

I, (SECRETARY NAME), Secretary to the Board of Directors of (District Name), hereby certify that the foregoing Resolution was introduced at a regular meeting of the Board of Directors of said District, held on the ____ day of ____ (month) 2024, and was adopted at that meeting by the following roll call vote:

AYES:

NOES:

ABSENT:

ATTEST:

(Secretary Name), Secretary to the
Board of Directors of
(District Name)

January 5, 2024

Region 5 Board 2024-25 Term

Chair

John L. Varela, Valley Water

5750 Almaden Expressway

San Jose, CA 95118

Phone: 408.265.2600

Cell: 408.781.1458

Email: jvarela@valleywater.org

CC: ckwok-smith@valleywater.org

CC: vgin@valleywater.org

Position: Director

Vice Chair

Sarah Palmer, Zone 7 Water Agency

100 North Canyon Pkwy

Livermore, CA 94551

Phone: 925.454.5000

Cell: 925.784.1727

Email: palmer.sarahL@gmail.com

Position: Director

Board Members

Mary Bannister, Pajaro Valley Water Management Agency

36 Brennan Street

Watsonville, CA 95076

Phone: 831.722.9292

Direct: 831.254.2015

Email: marybann831@gmail.com

CC: lockwood@pvwater.org

Position: Director

Floyd Wicks, Montecito Water District

583 San Ysidro Road

Santa Barbara, CA 93108

Agency Phone: 805.969.2271

Cell: 805.455.1670

Email: floyd1647@gmail.com

Position: Director

VACANT

John Muller, Coastside County Water District

766 Main Street

Half Moon Bay, CA 94109

Phone: 650.726.4405

Direct: 650.464.8226

Email: jmuller@coastsidewater.org

CC: lsulzinger@coastsidewater.org

Position: Director

John H. Weed, Alameda County Water District

43885 S. Grimmer Blvd

Fremont, CA 94538

Phone: 510.668.4202

Direct: 510.651.1885

Email: john.weed@acwd.com

Position: Director

REGION MAP



ACWA Public Water Agency Members by County

Alameda Alameda County Water District City of Pleasanton Dublin San Ramon Services District East Bay Municipal Utility District Zone 7 Water Agency Alpine Kirkwood Meadows PUD Amador Amador Water Agency Butte Butte Water District Ducor Community Services District Paradise Irrigation District Reclamation District #2047 Richvale Irrigation District South Feather Water and Power Agency Thermalito Water & Sewer District Western Canal Water District Calaveras Calaveras County Water District Calaveras Public Utility District San Andreas Sanitary District Union Public Utility District Utica Water Power Authority Colusa Knights Landing Ridge Drainage District Princeton-Codora-Glenn Irrigation District Reclamation District #1004 Reclamation District #108 Sacramento River West Side Levee District Sites Project Joint Powers Authority Contra Costa Byron Bethany Irrigation District Contra Costa Water District Diablo Water District East Contra Costa Irrigation District Los Vaqueros Reservoir JPA El Dorado El Dorado County Water Agency El Dorado Irrigation District Georgetown Divide PUD South Tahoe Public Utilities District Fresno City of Fresno Consolidated Irrigation District Dudley Ridge Water District Firebaugh Canal Water District Free Water County Water District Fresno Irrigation District Fresno Metropolitan Flood Control District Fresno Slough Water District Friant North Authority James Irrigation District Kings River Water District Laguna Irrigation District Laton Community Service District Malaga County Water District McMullin Area Groundwater Sustainability Agency Mid-Valley Water District Orange Cove Irrigation District Pacheco Water District Panoche Drainage District Panoche Water District Pinedale County Water District Raisin City Water District Reclamation District #1606 Riverdale Irrigation District Root Creek Water District Sierra Cedars Community Services District Tranquillity Irrigation District Westlands Water District Glenn Glenn-Colusa Irrigation District Glide Water District Kanawha Water District Orland-Artois Water District Provident Irrigation District Reclamation District #2047 Tehama Colusa Canal Authority Humboldt Humboldt Bay Harbor Rec. & CD Humboldt Bay Municipal WD Humboldt CSD McKinleyville CSD Imperial Bard Water District Imperial Irrigation District Inyo Wheeler Crest CSD Sierra Highlands CSD Kern Arvin-Edison Water Storage District Belridge Water Storage District	Berrenda Mesa Water District Boron Community Services District Buena Vista Water Storage District Cawelo Water District City of Tehachapi Delano-Earlimart ID Groundwater Sustainability Delano-Earlimart Irrigation District Frazier Park Public Utilities District Golden Hills CSD Greenfield County Water District Groundwater Banking JPA Indian Wells Valley Water District Kern County Water Agency Kern Delta Water District Kern Tulare Water District Lost Hills Water District Mojave PUD North Kern WSD Rand Communities WD Rosamond CSD Rosedale-Rio Bravo WSD Semitropic WSD Shafter-Wasco ID Southern San Joaquin MUD South Valley Water Resources Authority Tehachapi-Cummings County WD West Kern WD Westside Water Authority Wheeler Ridge-Maricopa WSD Kings Angiola Water District Atwell Island Water District Corcoran Irrigation District Deer Creek Storm Water District El Rico GSA Empire West Side Irrigation District Green Valley Water District Kings County Water District Lakeside Irrigation Water District Tri-County Water Authority Tulare Lake Basin WSD W.H. Wilbur Rec. District #825 Lake Clearlake Oaks County Water District Hidden Valley Lake Community Services District Los Angeles Antelope Valley State Water Contractors Antelope Valley-East Kern WA Azusa Light & Water Burbank Water & Power Central Basin MWD Cresenta Valley Water District City of Glendora-Water Division City of La Verne City of Long Beach Water Dept. Devils Den Water District Foothill Municipal Water District Glendale Water & Power Kinneloa Irrigation District La Canada Irrigation District La Puente Valley County WD Las Virgenes Municipal WD Littlerock Creek Irrigation District Los Angeles County Waterworks Districts Los Angeles Dept. of Water Power Main San Gabriel Basin Watermaster Metropolitan Water District of Southern California Orchard Dale Water District Palm Ranch Irrigation District Palmdale Water District Pasadena Water & Power Pico Water District Pomona-Walnut-Rowland JWLC Puente Basin Water Agency Quartz Hill Water Districts Rowland Water District Sierra Cedar Community Services District South Montebello Irrigation District Three Valleys Municipal WD Upper San Gabriel Valley MWD Upper Santa Clara Valley Joint Power Authority Valley County Water District Walnut Valley Water District Water Replenishment District of Southern California West Basin Municipal Water District	Madera Chowchilla Water District Gravelly Ford Water District Le Grand-Athlone Water District Madera County Water and Natural Resources Madera Irrigation District Madera Water District Madera-Chowchilla Water and PA District Marin Bollinas Community PUD Marin Municipal Water District North Marin Water District Stinson Beach County Water District Mariposa Mariposa Public Utilities District Mendocino Brooktrails Township Community Services District Calpella County Water District Laytonville County Water District Mendocino County Russian River Flood Control & Water Millview County Water District Redwood Valley County WD Upper Russian River Water Agency Willow County Water District Merced Central California Irrigation District Delhi County Water District Eastside Water District East Turlock Subbasin Groundwater Sustainability Agency Grassland Water District Henry Miller Rec. District #2131 Le Grand CSD Merced Integrated Regional Water Management Authority Merced Irrigation District Merced Irrigation-Urban GSA Planada Community Services District San Luis & Delta-Mendota Water Authority San Luis Water District Mono Mammoth Community WD Monterey Aromas Water District Castroville Community Services District Marina Coast Water District Monterey County Water Resources Agency Monterey One Water Monterey Peninsula Water Management District Pebble Beach Community Services District Napa Circle Oaks County Water District Nevada Nevada Irrigation District San Juan Ridge County WD Sierra Lakes County Water District Truckee Donner PUD Orange City of Newport Beach City of Santa Ana East Orange County Water District El Toro Water District Irvine Ranch Water District La Habra Heights County Water District Laguna Beach County Water District Mesa Water District Moulton Niguel Water District MWD of Orange County Orange County Water District Santa Margarita Water District Santiago Aqueduct Commission Serrano Water District South Coast Water District Trabuco Canyon Water District West Orange County Water Board Yorba Linda Water District Placer City of Roseville Midway Heights County WD Placer County Water Agency San Juan Water District Tahoe City Public Utilities District Riverside Beaumont-Cherry Valley WD Benford-Coldwater Groundwater Sustainability Agency City of Corona Dept. of Water & Power Coachella Valley Water District Coachella Water Authority	Desert Water Agency Eastern Municipal Water District Elsinore Valley MWD Idyllwild Water District Idaho Water Authority Jurupa Community Services District Lake Hemet Municipal WD Mission Springs Water District Palo Verde Irrigation District Pinyon Pines County Water District Rancho California Water District Riverside County Flood Control & Water Conservation District Riverside Public Utilities Salton Sea Authority San Geronio Pass Water Agency Santa Ana Watershed Project Authority Santa Rosa Regional Resources Authority Western Municipal Water District Sacramento American River Flood Control District Carmichael Water District Citrus Heights Water District City of Folsom City of Sacramento - Dept. of Utilities Del Paso Manor Water District Delta Conveyance Design and Construction Authority Elk Grove Water District, Dept. of FRCD Fair Oaks Water District North Delta Water District Omochumne-Hartnell WD Reclamation District #744 Reclamation District #1000 Rio Linda/Elverta Community WD Sacramento County Water Agency Sacramento Suburban GSA South Yuba Water District San Benito City of San Juan Bautista San Benito County Water District Sunnyslope County Water District San Bernardino Apple Valley Foothill County WD Apple Valley Heights County WD Bear Valley Basin Groundwater Sustainability Agency Big Bear City Community Services District Big Bear Municipal Water District Chino Basin Water Conservation District Chino Basin Watermaster City of Rialto/Rialto Utility Authority Crestline Village Water District Crestline-Lake Arrowhead WA Cucamonga Valley Water District East Valley Water District Hi-Desert Water District Inland Empire Utilities Agency Joshua Basin Water District Lake Arrowhead CSD Mariana Ranchos County WD Mojave Water Agency Monte Vista Water District San Bernardino Valley Municipal Water District San Bernardino Valley Water Conservation District Twentynine Palms Water District West Valley Water District San Diego Borrego Water District Carlsbad Municipal Water District City of Escondido City of Oceanside-Water Utilities Dept. City of San Diego Public Utilities Fallbrook Public Utility District Helix Water District Lakeside Water District Majestic Pines Community Services District Olivenhain Municipal Water District Otay Water District Padre Dam Municipal Water District Rainbow Municipal Water District Ramona Municipal Water District Rincon del Diablo Municipal Water District San Diego County Water Authority San Dieguito Water District Santa Fe Irrigation District South Bay Irrigation District Sweetwater Authority Upper San Luis Rey RCD Vallecitos Water District	Valley Center Municipal Water District Vista Irrigation District Wynola Water District Yuima Municipal Water District San Francisco San Francisco Public Utility Commission San Joaquin Banta-Carbona Irrigation District Central San Joaquin Water Conservation District Mountain House Community Services District North San Joaquin Water Conservation District Pescadero Reclamation District #2058 Reclamation District #2026 South San Joaquin Irrigation District Stockton East Water District The West Side Irrigation District Woodbridge Irrigation District San Mateo Bay Area Water Supply & Conservation Agency Coastside County Water District Mid-Peninsula Water District Montara Water & Sanitary District North Coast County Water District San Francisco Creek Joint Powers Authority San Mateo Flood and Sea Level Rise Resiliency District Westborough Water District Santa Barbara Cachuma Operation and Maintenance Board Carpinteria Valley Water District Central Coast Water Authority City of Buellton City of Santa Barbara Goleta Water District Los Alamos Community Services District Mission Hills Community Services District Montecito Sanitation District Montecito Water District Santa Ynez River Water Conservation District Improvement District No. 1 Vandenberg Village Community Services District Santa Clara Purissima Hills Water District Valley Water Santa Cruz Central Water District City of Santa Cruz Water Dept. City of Watsonville Water Department Pajaro Valley Water Management Agency Pajaro/Sunny Mesa Community Services District Scotts Valley Water District Soquel Creek Water District Shasta Anderson-Cottonwood ID Bella Vista Water District Centerville Community Services District City of Redding Water Utility City of Shasta Lake Clear Creek Community Services District Cottonwood Water District Fall River Valley Community Services District Mountain Gate Community Services District Rio Alto Water District Shasta County Water Agency Sierra Sierra County WWD #1 Siskiyou Montague Water Conservation District Scott Valley Irrigation District Tulelake Irrigation District Solano City of Benicia City of Fairfield City of Vacaville, Utilities Department City of Vallejo Maine Prairie Water District Reclamation District #2068 Rural North Vacaville Water District Solano County Water Agency	Solano Irrigation District Suisun-Solano Water Authority Sonoma Bodega Bay PUD City of Petaluma City of Santa Rosa - Water Dept. Forestville Water District Sonoma Mountain County WD Sonoma Water Town of Windsor Valley of the Moon Water District Stanislaus City of Modesto, Utilities Department Del Puerto Water District Lake Don Pedro Community Services District Modesto Irrigation District Oakdale Irrigation District Patterson Irrigation District Stanislaus Regional Water Authority Turlock Irrigation District West Stanislaus Irrigation District Sutter Brophy Water District Feather Water District Reclamation District #1500 South Sutter Water District Sutter Extension Water District Tehama Corning Water District Trinity Weaverville Community Services District Tulare Alpaugh Community Services District Alpaugh Irrigation District Alta Irrigation District County of Tulare, County Administration Office Deer Creek & Tule River Authority Exeter Irrigation District Friant Power Authority Friant Water Authority Ivanhoe Irrigation District Ivanhoe Public Utilities District Kaweah Delta Water Conservation District Kings River East Groundwater Sustainability Agency Kings River Water District Lindsay-Strathmore Irrigation District Lower Tule River Irrigation District Lower Tule River Irrigation District GSA Mid-Kaweah Groundwater Sustainability Agency Orosi Public Utilities District Pixley Irrigation District Pixley Irrigation District GSA Porterville Irrigation District Saucelito Irrigation District South Valley Water Association South Valley Water Banking Authority St. Johns Water District Stone Corral Irrigation District Terra Bella Irrigation District Tri-Districts Water Authority Tri-Valley Water District Tulare Irrigation District Tuolumne Tri-Dam Project Tuolumne County Water Agency Tuolumne Utilities District Ventura Arroyo Santa Rosa GSA Calleguas Municipal Water District Camrosa Water District Casitas Municipal Water District Channel Islands Beach Community Services District County of Ventura Public Works Pleasant Valley County Water District Triunfo Water & Sanitation District United Water Conservation District Ventura County, Public Works Ventura River Water District Ventura Water, City of Ventura Yolo Dunnigan Water District Reclamation District #2035 Reclamation District #307 Reclamation District #999 Woodland Davis Clean Water Agency Yolo County Flood Control and Water Conservation District Yuba Browns Valley Irrigation District Camp Far West Irrigation District City of Yuba City North Yuba Water District Ramirez Water District Reclamation District 784 Yuba County Water Agency
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MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **February 1, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

A handwritten signature in cursive script, likely belonging to Clemens Heldmaier, the General Manager.

SUBJECT: General Manager's Report

The report was not available at the time of agenda preparation, and it will be submitted with the next consent agenda.