



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

March 7, 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/82169223983?pwd=ZzVRZlh6c3huaHhTOShJTjlxenhhUT09>

MEETING ID: 821 6922 3983

Password: 626324

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 February 1, and 15, 2024 and Special Meeting March 1, 2024](#)
2. [Approve Financial Statements for January 2024](#)
3. [Approve Warrants for March 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 December 2023](#)

OLD BUSINESS

NEW BUSINESS

1. [Review and Possible Action Concerning Proposed Disposal of 2006 Ford F-250, Surplus Boss D-60 Generator, and Multiquip DH 04801 Generator.](#)
2. [Review SB1383 Local Assistance Grant Program Application on Behalf of Recology of the Coast.](#)

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 February 1, 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 7:32 p.m.

CALL TO ORDER

ROLL CALL

Directors Present: Boyd, Dekker, Slater-Carter, Young and Softky (joined at 7:40 pm)

Directors Absent: None

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

Others Present: District Counsel, Christine Fitzgerald
Kastama Consulting, Alison Kastama
District Accountant, Peter Medina
Sewer Authority Mid-Coastside General Manager Kishen Prathivadi

PRESIDENT'S STATEMENT

Director Boyd said they have rain. They need a lot more and are about one third of the way for a good water year. They are grateful to have a crew responsive and taking care of things when the weather is intense.

ORAL COMMENTS

General Manager Clemens Heldmaier said people are watching their on-line rain gage. He pointed out that if you are on the Balance site looking at the rain gage, there is a link to a second rain gage. There has been some vegetation growth over the first gage possibly interfering with connectivity and measuring accuracy. So, the second rain gage at Alta Vista tank is newer and is running in parallel. They will be switching them out in the future, and he will let everyone know when that is done.

Director Slater-Carter added there is also the NOAA (National Oceanic and Atmospheric Administration) rain gage linked to the Balance site.

General Manager Clemens Heldmaier added that is also on MWSD property.

Director Young said she attended the Board of Supervisors meeting, and they approved the fourth amendment to the Big Wave development agreement. They will be building one commercial building and part of the wellness center simultaneously. The Parks department finalized the bridge over San Vicente Creek at the Fitzgerald Marine Reserve.

Director Slater-Carter stated that if you go to the website (mwsd.montara.org) and click on the "Latest News" you can read their statement on the continued cost to Coastside residents. It is a well written in-depth article.

Director Softky said over the last month he received articles evaluating how well people can understand things from printed material versus digital material. It is a factor of four. In the future, in their discussions of how they communicate in-person via laptop, paper, or other ways, they should include the latest understandings of how the human nervous system does this, and he hopes that decisions about how they won't use paper will be revisited based on understandings of what they are paying for by trying to save money.

Director Young announced Saturday is the Recology quarterly recycling day from 8:00am-12:00pm at 1100 Le Conte, Farallone View School. Bring your ID in case they ask to see verification of your address.

PUBLIC HEARING - none CONSENT AGENDA

- 1. Approve Minutes for Regularly 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**

Director Young asked about item 7 the Monthly Water Production report. She inquired why water production had decreased.

Director Slater-Carter said water production is about usage. So, when it is raining, less water is produced and used by the community.

Director Boyd added they serve out of their water tanks, and they produce to keep water at an appropriate level. When there is less demand, there is less need to produce more water to keep the levels up.

General Manager Clemens Heldmaier said the District has the least fluctuation in production than most districts. This is due to the small number of commercial/seasonal businesses and the stable climate. Their water consumption is very stable.

Director Boyd commented that the community is exceptional in conserving water, especially when it comes to outdoor water use. He asked General Manager Clemens Heldmaier what the water consumption rate is per person per day.

General Manager Clemens Heldmaier replied it is around 56-57 gallons per capita per day. San Francisco has a similar per capita usage. However, they are in a city setting with no gardens. It is important to recognize the efforts the community has put forth to conserve.

Director Dekker commented PARS is performing better.

Director Boyd said PARS is the Public Agency Retirement Services, and when they received their last audit report the numbers were a little bleak; but they were reflecting prior years of the economy. In the past couple of years, the economy has gotten stronger, and it is now showing in the numbers the impact on the reserves for the retirement fund.

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

OLD BUSINESS - none

NEW BUSINESS

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

General Manager Clemens Heldmaier stated that at the last Sewer Authority Mid-Coastside (SAM) Board meeting the SAM Board authorized the distribution of a budget amendment to all of its agencies for an additional 2.1 million dollars to the current 23/24 budget. Of the 2.1 million dollars, \$412,864 dollars will come from the Montara Water and Sanitary District (MWSD). SAM will use \$783,100 dollars for the design of the Montara section of the SAM force main and the remaining 1.34 million dollars will be to supplement the already approved rehabilitation of the Princeton pumpstation. These two tasks are related to a requirement resulting from a lawsuit from the Ecological Rights Foundation (ERF) that SAM is subject to, and it must be completed in accordance with a specific timeline. Unfortunately, SAM was not able to complete the timeline when it passed the first time. He thanked General Manager Kishen Prathivadi for renegotiating the timeline to get these projects done. A big portion for these tasks were already put into the budget. But Half Moon Bay would not approve the budget, unless they were removed with the statement that the outcome of the latest legal action would solve the question of the claimants, but it has not been resolved. Staff recommendation is to adopt the 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. SAM General Manager Kishen Prathivadi is available to answer questions.

Director Young asked if the other two districts will also need to approve this amendment budget.

General Manager Clemens Heldmaier said this request will be brought to the other two member agencies as well.

Director Boyd said they often make the first move to approve the things that SAM needs. They are happy to lead on that and use that opportunity to encourage their colleagues to join them in this. SAM already agreed to do these things in the lawsuit. The events that led to that happened on their watch, and these are real things they must contend with. Their infrastructure needs support. They are happy in working things out with ERF, so they were able to put the money into things that really need to be done—and not going towards fines and things that are less productive in the service of their duty.

General Manager Kishen Prathivadi stated it all started with the Ecological Rights Foundation (ERF) lawsuit against SAM a few years ago. A consent decree was signed, and it was further amended last year. They had certain timelines they had to adopt and these are pertaining to these two projects which are mentioned in the

budget adjustment. The first is the Princeton Pumpstation Rehabilitation project which must be completed by June 30, 2024, and the second project, the Montara force main design must be completed by December 31, 2024, an additional 7,500 linear feet completed by December 31, 2025, and the entire Montara force main has to be replaced by December 31, 2026. When one thing delays the project, it upsets the whole timeline. The Princeton pumpstation was already approved by the SAM Board 2022-2023 budget for 1.26 million dollars, but they realized that there were many other things that needed repair/replacement and the scope of the project costs increased to 2.6 million dollars. They have already been approved for the 1.26 million dollars, with a balance of 1.34 million dollars. It is projected in the budget calculations in the packet. They awarded the contract to the contractor in August, although the project was not funded (the motion failed). SAM staff was assured by the SAM Board that this will be funded in January. So, they went ahead and awarded the contract, and the contractor is moving forward with the project in February. It is partially funded, and SAM staff had emphasized to the SAM Board that it is imperative that they fund the project completely to avoid another lawsuit from the contractor. The Montara force main design must be done by December 31, 2024. The design, survey, CEQA (California Environmental Quality Act), the Geo Tech will take 10-12 months. The total cost will be \$783,100 dollars, which includes the design services from SRT Consultants for \$448,100 dollars and the other costs for surveying, CEQA and Geo Tech. It is important to make the budget adjustment now otherwise they will not be able to comply with the timeline. This budget amendment of timeline requirement has already been communicated to the other agencies and he understands Half Moon Bay Council will be taking it up on February 6th, and Granada Community Services District (GCSD) on February 15th.

Director Slater-Carter encouraged people to call the other two agencies who have already agreed to fund this and suggest approving this for the health and public safety of the beaches and coastline.

Director Slater-Carter made a motion to adopt the Resolution of the Montara Water and Sanitary District consenting to approval by Sewer Authority Mid-Coastside of an amendment to its general budget for fiscal year 2023-2024. Director Young seconded it. Roll call vote: Director Dekker: Aye, Director Young: Aye, Director Boyd: Aye, Director Slater-Carter: Aye, and Director Softky: Aye. The motion passed unanimously 5-0.

2. Review the December 31, 2023, Mid-Year Budget vs. Actual

General Manager Clemens Heldmaier thanked District Accountant Peter Medina for preparing and presenting this 6-month budget versus actual review.

District Accountant Peter Medina said this leads right into their budget season and they will begin gathering data to project out for the 2024-2025 budget. He went over the highlights. They are midway through the year; so, they are looking for 50%. The big number is the \$739,626 dollars which are the funds received from

Federal Emergency Management Agency (FEMA) grant. However, buried in there is the full remittance back to SAM. They adopted the first draft of the SAM budget which had the higher Capital Improvement Project (CIP) figures. Other than that, they have been on-track. For property taxes, they received money for excess Educational Revenue Augmentation Fund (ERAF). They do not budget for ERAF, but they do receive it and that is why it is off. For personnel, they are lagging below. Interest income for the Local Agency Investment Fund (LAIF) and the California Asset Management Program (CAMP) are performing better than expected. Capital Improvement Projects (CIP) are lagging behind as well for both water and sewer. Debt is all planned out. The difference here is based on timing. They just paid today the GO Bond (sewer fund). On the water side, there was a 6% increase this year and they are tracking, and a lot of it has to do with timing as well. Property tax split 50/50 and on personnel they are doing pretty well. Their water reserves are held in CAMP (and performing better than LAIF).

Director Dekker stated some of the funds in the Wells Fargo operating account will be moved over to CAMP and LAIF to make use of the higher interest.

District Accountant Peter Medina said they are working on determining the amounts and allocations and will transfer the funds soon. They received a large portion of revenue from property taxes in December. He briefly showed the comparison from this year to last, and the details of the individual accounts.

Gregg Dieguez asked if the FEMA funds received cover all the damages that the SAM plant encountered because of the overflows from the creek and the inflow and infiltration (I & I).

General Manager Kishen Prathivadi said there are more projects being discussed with FEMA and they are in various stages in process. They are expecting more FEMA funding soon. They received about \$750,000 dollars for the winter storm damages from FEMA and \$250,000 dollars for the busduct damages from insurance. So, they received slightly more than half.

Director Young asked how much was spent on the anniversary celebration.

District Accountant Peter Medina said it is dispersed amongst different accounts; Hard costs are \$1,555.50 dollars.

3. Review and Possible Action Concerning Nomination of Representative for the Association of California Water Agencies (ACWA) Region 5 Board.

General Manager Clemens Heldmaier said he is pleased to announce Director Softky would like to run for election for an open seat for the local ACWA Region 5 Board. A resolution must be approved and an application that needs to be filed. Staff recommendation is to adopt the 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.

Director Slater-Carter said it is extremely helpful to have someone representing a small district. Usually, the members are from large agencies.

Director Slater-Carter made a motion to adopt the 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. Director Dekker seconded the motion. All directors were in favor and the motion passed 5-0.

REPORTS

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

Director Slater-Carter said the important thing was getting the budget amendment passed, and the award for Workers Comp from CSRMA is huge.

General Manager Kishen Prathivadi stated SAM was awarded the Workers Comp Excellence Award from the California Sanitation Risk Management Authority (CSRMA). They are one of four agencies in California that received this award. Staff put in a lot of effort to win this award.

Director Boyd said it reflects a safety culture, and keeping the crew safe is the highest priority. And the insurer says they are doing a great job, and they have a way to measure it. People rarely celebrate when nothing happens; so, this is something to celebrate. This doesn't happen by accident. SAM has been able to establish a demonstrable pattern of being safe. Being safe is a good reflection on the crew, training, and the support they get from management and the Board.

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

Gregg Dieguez said the El Granada school is being remodeled and an upgrade to the fire station is being proposed. They forwarded some extensive comments to Planning. The major issue in both projects seems to be the brightness of the lights. The Coastal Commission is holding a hearing February 9th regarding the project to extend the Middle Mile broadband network—that's the fiber cable for internet down the Coastside. The Coast was pulled out of the project, and they had to fight to get back in. They are also going to run the fiber from Half Moon Bay across Highway 92 over to Highway 35. They wrote a letter of support. They still haven't heard back from the County to fund a feasibility study to study the formation of a local community broadband entity. But at least they will have the backbone and maybe in the couple of years it will take to get the backbone formed they can move

forward with improving their local internet and cell service. They canceled the February 14th meeting, as they will be having a retreat where they consider Mid-coast priorities the following Wednesday February 21st and they will resume their regular meeting on February 28th.

Director Slater-Carter asked if the MCC has put this funding of the SAM projects on their agenda for discussion to help the community understand the incredible need for this.

Gregg Dieguez replied they have not, but a related issue is going to come up and that is they will be doing a stormwater report. While they are not experts, they have talked to many people and the County is beginning a project in San Bruno and Pescadero to fund stormwater improvements and to do so with a kind of regional planning emphasis. The watersheds don't necessarily fit in just one city or town's jurisdiction, so he feels the City/County Association of Governments (C/CAG) are taking an important step: they are filing a grant application. However, they are leaving the Coastsides out. The MCC will produce their own water assessment. He looks forward to any feedback when he circulates a draft. An interesting piece of that will be the study SAM is undertaking now to study the inflows to that occurred at the plant. He feels that it will show a need for more infrastructure to save the plant.

Director Slater-Carter said she has been watching stormwater for Montara for a long time, and the County's attitude has been they don't need to do anything about it, and they are in charge of stormwater. And one of the reasons she has been saying they don't want to incorporate it is because they would assume billions worth of debt for dealing with stormwater.

Gregg Dieguez said he spoke with seven engineering firms so far in researching this report and was told by one of the senior partners at one of the firms that San Mateo is the worst in the Bay Area in stormwater management. There is another initiative that they began to assess the flow of funds to and from the Midcoast so they can justify greater investment in infrastructure and support for the unincorporated Midcoast. That effort is ongoing.

Director Slater-Carter said she has seen people pave, rock, etc. drainage ditches in the community, and that is how you get water to feed your well. If you keep running it on asphalt into the ocean, it doesn't sink in and takes care of the groundwater that they need. She would like to see facilities that the County put in to recharge groundwater.

Director Young said she attended the Parks Commission meeting and the subject of the El Granada run-off that is coming out of Quarry Park in El Granada came up. It was part of the Quarry Park Master Plan but was approved without any mitigation measures. So, water is flowing down three blocks of neighborhood

streets. That is one place they can catch the stormwater flow and sink it into the Quarry Park area.

Gregg Dieguez said that he was not aware Parks had abrogated their prior statement of intent to deal with this. The grant C/CAG is applying for San Bruno and Pescadero do involve large groundwater recapture efforts. So, they are aware of the concept and doing it elsewhere.

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

Director Slater-Carter said they had a meeting, and they are getting organized.

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

Director Slater-Carter stated the next meeting is coming up in March.

5. Attorney's Report (Fitzgerald) - none

6. Directors' Report - none

7. General Manager's Report (Heldmaier)

General Manager Clemens Heldmaier apologized for the lack of the Manager's report in the Board packet. It will be included in the next consent agenda in March. Also, the new newsletter is published on NextDoor and is available on the website.

FUTURE AGENDAS

Fire Hydrant Updates

BREAK 8:47 pm

CONVENE IN CLOSED SESSION 8:57 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)

CONFERENCE WITH LABOR NEGOTIATORS (Government Code §54957.6)

Unrepresented employees

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 7th, March 2024

Signed _____
President



MONTARA WATER & SANITARY DISTRICT

REGULAR BOARD OF DIRECTORS MEETING February 15, 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 7:32 p.m.

CALL TO ORDER

ROLL CALL

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

Directors Absent: None

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

Others Present: District Counsel, Christine Fitzgerald
District Sewer Engineer, Pippin Cavagnaro
Kastama Consulting, Alison Kastama

PRESIDENT'S STATEMENT

Director Boyd commended the community for pulling together during the recent storms. There is a group called CERT (Community Emergency Response Team)

that does a lot to help people be prepared and ready during an event. He now knows about these radios and can listen on channel 22 for updates when there is no power or internet. He also wanted to thank one of his neighbors in Montara who offered free WIFI and power, set up chairs and music. He went for a while, and it was delightful. It was a nice example of people helping people and part of what makes living in Montara and Moss Beach so wonderful.

Director Slater-Carter asked Director Boyd about the radios.

Director Boyd said they are FRS (Family Radio Service) radios, and there is also another one that is a little stronger. The third option is to get your HAM license, and CERT can help you get it. He wants to be able to communicate with his family when he is over the hill in the event of an emergency when cell phones don't work.

Director Young commented that it is not that long-range.

Director Boyd replied it is not, but there are relay facilities and the people involved can help relay messages through.

Director Slater-Carter added that CERT also has training programs available.

Director Softky commented that he is registered for a CERT official training program in February/March. Having good fail over communications—when mobile, cellular, and internet are out—is a wonderful thing.

General Manager Clemens Heldmaier commended staff for keeping the district generators running during the power outage, which required constant trips to the gas station for diesel fuel. During storms there is an increase in water leaks. They have a possible water leak on 8th and Main Street, and there may be work done with traffic control next week. There may be an impact on traffic. Coastside County Water District will be assisting staff with their special leak detection equipment, and they should have more information soon.

Director Young said she has been on CERT many years and there is a lot more than just radios. The March class is full, but the Fall class is still open. The Coastal Commission approved the community broadband.

Director Boyd clarified that the Coastal Commission approved the project for installation of fiber from the tunnel down to Half Moon Bay. It looks like a decent project and there will be some questions about how people will get access to using it, but having the fiber there is a necessary first step.

ORAL COMMENTS -none
PUBLIC HEARING - none
CONSENT AGENDA - none
OLD BUSINESS - none

NEW BUSINESS

1. Review and Possible Action Concerning Authorization to Purchase Replacement Emergency Standby Generators.

General Manager Clemens Heldmaier stated one of the existing trailer mounted generators failed and they need a new one. Additionally, they need two more generators for the SAM pumpstations. Staff recommendation is to authorize the purchase of replacement generators. Pippin Cavagnaro is here to talk about it in detail.

District Sewer Engineer Pippin Cavagnaro said the generators they are considering are a middle size portable generator that can be used for example Date/Harte pumpstation. Not every sewer pumpstation has a dedicated generator, and some of the pumpstations can function without power for several hours, but then SAM staff has to move the generator from place to place. Additionally, they would like to have some redundancy, in case one breaks down or needs maintenance. These can also be used on the water side. Schoolhouse has a generator and may need to be repaired at some point. They are proposing to purchase three generators. The first one is quoted and priced by Pac Machine Company. It is a Tier 4 which is the cleanest exhaust, lowest particulate level. They are compelled by the State to purchase the highest quality units available, which costs more. Pac Machine had the lowest price, and it includes a smart load bank. In total, they are asking for an amount not to exceed \$250,000 dollars, to allow them to research and purchase the other two generators for their mobile applications.

Director Young asked if the generators would be jointly owned/shared.

District Sewer Engineer Pippin Cavagnaro replied that all three generators will be owned by MWSD. The first one will be under SAMs care, so they have it available for emergencies. The second generator will probably be mostly at the Date/Harte pumpstation, and the third generator will be under the District's care in the district.

Director Young asked if they would be utilized by the other agencies.

District Sewer Engineer Pippin Cavagnaro replied that while they do have an agreement to assist in emergency response, normally each agency provides their own generators for emergency maintenance.

Director Slater-Carter said she supports this. They can't run a complex system without generators. They have 13 major pump stations. Spending resources to keep the equipment usable is important.

Director Dekker said he also supports this but was annoyed that they had rented a generator for a long time, and it was very expensive. Why did it take so long to do this?

General Manager Clemens Heldmaier replied it has to do with availability. They are also renting a generator right now.

Director Softky said this sounds like the cost of doing business, and if the regulators are requiring more, it will likely cost more.

General Manager Clemens Heldmaier said the regulators are getting more stringent and it is increasing the prices. At the reporting end, there are so much more regulations, inspections, fees, etc.

Director Slater-Carter said the regulators don't consider the burden of cost to the district in their zeal to make things better, which invariably is passed on to rate payers. So, when costs go up, it is not bad management.

Director Softky added they could create a list of all the regulations they are required to comply with, so rate payers don't need to do the research on their own.

Director Slater-Carter made a motion to authorize the purchase of replacement emergency standby generators. Director Dekker seconded the motion. All were in favor, and the motion passed unanimously 5-0.

2. Review and Possible Action Concerning Nomination of Representative to the California Special Districts Association (CSDA) Board of Directors

General Manager Clemens Heldmaier said the California Special Districts Association (CSDA) notified them of their upcoming elections for their Board of Directors for the Bay Area. Director Slater-Carter expressed an interest to serve on this board. She is acquainted with their proceedings and has attended their local chapter meetings for decades. Staff recommendation is to adopt the Resolution of the Montara Water and Sanitary District authorizing the nomination of Kathryn Slater-Carter as Bay Area Network Representative to the CSDA Board of Directors.

Director Slater-Carter said she would be honored to run for the CSDA Board of Directors.

Director Young asked if Director Slater-Carter would be able to attend all the required meetings in Sacramento in addition to her other obligations on the Board, SAM Board, and the Harbor District.

Director Slater-Carter replied she would be fine.

Director Boyd thanked Director Slater-Carter for volunteering to serve. Small districts rarely get any consideration or representation, and it is very important.

Director Softky made the motion to adopt the Resolution of the Montara Water and Sanitary District Authorizing the nomination of Kathryn Slater-Carter as Bay Area Network Representative to the CSDA Board of Directors. Director Dekker seconded the motion. Roll call vote: Director Young: Aye, Director Dekker: Aye, Director Boyd: Aye, Director Slater-Carter: Aye, and Director Softky: Aye.

REPORTS

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

Director Dekker said at the last meeting SAM was awarded the Workers Compensation Excellence Award from the California Sanitation Risk Management Authority (CSRMA). They are one of four agencies in California that received this award. All staff received a gift card.

Director Boyd said safety is important and this doesn't happen by accident. Being safe is a good reflection on the crew, training, and the support they get from management and the Board.

Director Slater-Carter added it is a huge budget savings.

Director Dekker stated they received the report for the hydrodynamic flood study, and it was very interesting to understand what happened at the sewer plant. The recommendation was to increase the size of the dam that they already have in place. Now, they need to get another study on how that dam should be built.

Director Boyd added the berm that surrounds the plant is not the same height all the way around and the recommendation was to raise it to 27 feet high, but it is incremental, so they don't have to go up 27 feet. They had two models with different environmental scenarios. They also recommended protecting or elevating the most critical parts of the plant.

Director Softky asked how hard will this be to get approval from the Coastal Commission.

Director Boyd replied that this agency works well with the Coastal Commission to get things designed with little or no environmental impact. It is a lot more work, but if they do it smart, it shouldn't be a problem.

Director Dekker continued and said SAM chose another insurance company for staff, and the budget adjustment was postponed for either a special or the next meeting.

Director Slater-Carter said in the next meeting or two, there will be a report about the inflow and influx at the SAM plant.

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

Gregg Dieguez reiterated the passing of the project to extend the Middle Mile broadband network. They are also going to run the fiber from Half Moon Bay across Highway 92 over to Skyline. They still haven't heard back from the County to fund a feasibility study to study the formation of a local community broadband. Cypress Point discussion has been moved to March 13th, due to a new law, AB 1449, which makes them exempt from CEQA. So, there will be no final responses to the EIR. They had a special meeting in regards to lighting, and Cabrillo Unified has changed their lighting plans, and construction is expected to start in May. Sean McPhetridge is resigning, and Jesus Contreras is retiring. The City County Association of Governments (C/CAG) is pursuing a grant with the National Oceanic and Atmospheric Administration (NOAA) to address stormwater management. He wrote a letter of endorsement and hopes San Mateo County will take note for the unincorporated areas.

Director Young said in reference to Cypress Point they already produced an EIR.

Gregg Dieguez replied he was told they will provide a general reply to the concerns.

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

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

5. Attorney's Report (Fitzgerald) - none

6. Directors' Report

Director Young said she attended the recent Board of Supervisors meeting, and they had their budget overview. They have a 69-million-dollar shortfall predicted in their mid-year budget. She was also at the City Council meeting and talked to the Peninsula Clean Energy representative about a possible residential program coming out. She hopes they will come to the coast and include solar battery storage.

Director Boyd said it costs more, but if you can manage, get battery storage for solar. Some electric cars can provide power, as he did, during the outage.

Director Softky said he doesn't know the battery state of his batteries. They can't rely on the internet and WIFI. That is why Montara and Moss Beach have station 22 for FRS radios.

Director Young said it would be nice if there was a place up north for people to charge their phones, get warm, etc.

General Manager Clemens Heldmaier said it is a staffing issue. They can provide a water station for people on wells without a generator. The Harbor District facility had free WIFI during the last storm.

7. General Manager's Report (Heldmaier)

FUTURE AGENDAS

Fire Hydrant Updates

BREAK 8:47 pm

CONVENE IN CLOSED SESSION 8:57 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)

CONFERENCE WITH LABOR NEGOTIATORS (Government Code §54957.6)

Unrepresented employees

ADJOURNMENT at 10:15 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 7th, March 2024

Signed _____
President



MONTARA WATER & SANITARY DISTRICT

SPECIAL BOARD OF DIRECTORS MEETING March 1, 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.

SPECIAL SESSION began at 11:03 a.m.

CALL TO ORDER

ROLL CALL

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

Directors Absent: None

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

Others Present: District Counsel, Christine Fitzgerald
District Sewer Engineer, Pippin Cavagnaro

PRESIDENT'S STATEMENT

Director Boyd stated that this meeting will be mostly in closed session but the open session is open for any oral comments not on the agenda.

ORAL COMMENTS - none
PUBLIC HEARING - none
CONSENT AGENDA - none
OLD BUSINESS - none
NEW BUSINESS - none
REPORTS – none
FUTURE AGENDAS

OPEN SESSION ENDED AT 11:07 am

CONVENE IN CLOSED SESSION 11:07 am

**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 11:30 am

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 7th, March 2024

Signed _____
President



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: **March 7, 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 January 31, 2024 -
Variances over \$2,000:**

- 4400 Fees, \$3,089 below Budget – All fee categories have lagged behind expectations due to economic conditions. Less home remodeling taking place.
- 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, \$232,655 above Budget – Additional ERAF apportionment received in January. The District receives two per year.
- 4710 Sewer Service Charges, \$20,227 above Budget – 50% advance was received in December.
- 4720 Sewer Service Refund, \$16,114 above Budget – Due to a programming error in our EDS system, a miscalculation was made on a customer sewer service charge.
- **Overall Total Operating Income for the period ending January 31, 2024 was \$965,451 above budget. Total operating income received to date is \$3,127,650.**
- 5250 Conference Attendance, \$4,576 below Budget – Additional conferences expected to be attended later in the fiscal year.
- 5300 Insurance, \$5,985 above Budget – District pays for insurance premiums at the beginning of the fiscal year. Variance continues to decrease.
- 5400 Legal, \$33,281 below Budget – Costs related to the defense of various legal proceedings is less than expected at this point.
- 5510 Maintenance, Office, \$12,796 below Budget – Various projects are planned for the office that have not yet begun.
- 5630 Consulting, \$5,915 below Budget – Additional expenses expected later in the fiscal year.
- 5640 Data Services, \$4,579 above Budget – Annual payment made for the use of Parcel Management System, used for Property Tax Roll.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: **March 7, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 5730 Telephone & Internet, \$5,688 below Budget – District staff has received credits for certain lines.
- 5800 Labor, \$20,868 above Budget – Mainly due to the funding of GM salary & benefit increase which includes arrears.
- 6170 Claims, Property Damage, \$5,833 below Budget – No claims filed to date.
- 6200 Engineering, \$22,308 below Budget – Majority of costs have been related to CIP projects and booked in account 8075 Sewer CIP.
- 6400 Pumping, \$9,936 below Budget – Larger “Catch up” bill expected in the Spring.
- 6600 Collection/Transmission, \$5,833 below Budget – No activity to date.
- 6900 SAM Expenses, \$540,122 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 January 31, 2024, were \$495,087 above Budget.**
- **Total overall Expenses for the period ending January 31, 2024, were \$461,447 above budget. For a net ordinary gain of \$504,005 above Budget. Actual net ordinary income is \$698,813.**
- 7100 Connection Fees, \$105,217 above Budget – One new connection sold in January 2024. 4 full connections sold this fiscal year.
- 7200 Interest Income, LAIF, \$82,729 above budget – Due to the increase Federal interest rates.
- 8000 CIP, \$2,016,913 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: **March 7, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

Budget vs. Actual – Water July 1, 2023 thru January 31, 2024 - Variances over \$2,000:

- 4400 Fees, \$2,435 below Budget - All fee categories have lagged behind expectations due to economic conditions. Less home remodeling taking place.
- 4610 Property Tax Receipts, \$232,655 above Budget – Additional ERAF apportionment received in January. The District receives two per year.
- 4740 Testing, Backflow, \$6,697 above Budget – Due to timing of revenue collection.
- 4810 Water Sales, Domestic, \$9,766 below Budget – Due to timing of receipts.
- 4850 Water Sales refunds, \$4,666 below Budget – No refunds issued to date.
- **Overall Total Operating Income for the period ending January 31, 2024 was \$232,013 above budget. Total operating revenue received to date is \$1,567,697.**
- 5240 CDPH Fees, \$8,169 above Budget – Annual Permit paid for in January, \$14K.
- 5250 Conference Attendance, \$6,837 below Budget – Additional conferences expected to be attended later in the fiscal year.
- 5300 Insurance, \$7,691 above Budget – District pays for insurance premiums at the beginning of the fiscal year. Variance continues to decrease.
- 5510 Maintenance, Office, \$12,301 below Budget – Various projects are planned for the office that have not yet begun.
- 5530 Memberships, \$8,207 above Budget – ACWA dues paid in December. Variance will decrease as year moves forward.
- 5560 Printing & Publishing, \$2,920 above Budget – increased community outreach.
- 5630 Consulting, \$14,665 below Budget – Additional costs expected later in fiscal year.
- 5720 Telephone & Internet, \$7,264 below Budget - District staff has received credits for certain lines.
- 5800 Labor & Wages, \$10,404 above Budget – Mainly due to the funding of GM salary & benefit increase which includes arrears.
- 6170 Claims, Property Damage, \$5,440 below Budget – One minor claim paid in August.
- 6180 Communications, \$5,555 below Budget – SCADA maintenance costs are on an as needed basis.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: March 7, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 6195 Education & Training, \$2,155 below Budget – Budget available for continuing education opportunities.
- 6200 Engineering, \$22,243 above Budget – Large bill paid for Water Quality engineering in November.
- 6370 Lab Supplies & Equipment, \$9,964 above Budget – Major purchase of inventory made in August & November.
- 6400 Pumping, \$10,280 below Budget – PG&E costs are budgeted high in anticipation of large “true up” bill which is received in the spring.
- 6500 Supply, \$16,639 below Budget – Payment for Q2 water purchase for Airport Wells made in January. Average expense is \$6,500.
- 6600 Collection/Transmission, \$35,311 above Budget – Another large purchase of meters paid for in October, November & December.
- 6800 Vehicles, \$4,365 below Budget – 25% of costs are allocated to Sewer. Fuel cost is less than expected.
- **Overall Total Operating Expenses for the period ending January 31, 2024, were \$24,614 above Budget.**
- **Total overall Expenses for the period ending January 31, 2024 were \$22,958 above budget. For a net ordinary income of \$209,056 budgeted vs. actual. Actual net ordinary income was \$222,312.**
- 7100 Connection Fees, \$144,040 above Budget – No new connections sold in January. 5 full connections sold this fiscal year.
- 7250 CAMP interest, \$76,493 above Budget – Due to increase in federal interest rates.
- 7600 GO Bond Revenues, \$143,320 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, \$2,002,072 below Budget – Projects are currently on-going, and others are being planned.
- 9100 GO Bond interest expense, \$52,009 below Budget – Difference due to timing.

RECOMMENDATION:

This is for Board information only

11:13 AM

02/22/24

Accrual Basis

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

	Jul '23 - Jan 24	Sewer Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 · Cell Tower Lease	49,486.50	48,416.69	1,069.81
4400 · Fees			
4410 · Administrative Fee (New Constr)	1,244.00	2,333.38	-1,089.38
4420 · Administrative Fee (Remodel)	0.00	583.38	-583.38
4430 · Inspection Fee (New Constr)	1,178.00	2,333.38	-1,155.38
4440 · Inspection Fee (Remodel)	0.00	583.38	-583.38
4460 · Remodel Fees	4,829.00	4,666.69	162.31
4470 · Other Fees	160.00		
Total 4400 · Fees	7,411.00	10,500.21	-3,089.21
4510 · Grants	732,291.90		
4610 · Property Tax Receipts	382,655.25	150,000.00	232,655.25
4710 · Sewer Service Charges	1,961,842.04	1,941,615.50	20,226.54
4720 · Sewer Service Refunds, Customer	-21,946.98	-5,833.38	-16,113.60
4760 · Waste Collection Revenues	15,715.67	17,500.00	-1,784.33
4990 · Other Revenue	194.94		
Total Income	3,127,650.32	2,162,199.02	965,451.30
Gross Profit	3,127,650.32	2,162,199.02	965,451.30
Expense			
5000 · Administrative			
5190 · Bank Fees	3,747.79	3,500.00	247.79
5200 · Board of Directors			
5210 · Board Meetings	3,513.85	2,333.38	1,180.47
5220 · Director Fees	5,175.00	5,833.38	-658.38
5230 · Election Expenses	7,500.00	8,750.00	-1,250.00
Total 5200 · Board of Directors	16,188.85	16,916.76	-727.91
5250 · Conference Attendance	1,257.53	5,833.38	-4,575.85
5270 · Information Systems	3,233.26	3,500.00	-266.74
5300 · Insurance			
5310 · Fidelity Bond	0.00	291.69	-291.69
5320 · Property & Liability Insurance	12,109.75	5,833.38	6,276.37
Total 5300 · Insurance	12,109.75	6,125.07	5,984.68
5350 · LAFCO Assessment	0.00	1,750.00	-1,750.00
5400 · Legal			
5430 · General Legal	44,157.15	116,666.69	-72,509.54
5440 · Litigation	39,228.34		
Total 5400 · Legal	83,385.49	116,666.69	-33,281.20
5510 · Maintenance, Office	1,787.06	14,583.38	-12,796.32
5530 · Memberships	4,500.00	2,916.69	1,583.31
5540 · Office Supplies	4,335.45	4,812.50	-477.05
5550 · Postage	1,246.68	670.88	575.80
5560 · Printing & Publishing	2,772.80	1,312.50	1,460.30

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

	Jul '23 - Jan 24	Sewer Budget	\$ Over Budget
5600 · Professional Services			
5610 · Accounting	24,080.00	22,750.00	1,330.00
5620 · Audit	8,700.00	7,875.00	825.00
5630 · Consulting	24,564.69	30,479.19	-5,914.50
5640 · Data Services	10,412.73	5,833.38	4,579.35
5650 · Labor & HR Support	1,523.32	1,458.38	64.94
5660 · Payroll Services	811.14	583.38	227.76
Total 5600 · Professional Services	70,091.88	68,979.33	1,112.55
5710 · San Mateo Co. Tax Roll Charges	119.00	1,458.38	-1,339.38
5720 · Telephone & Internet	17,645.35	23,333.38	-5,688.03
5730 · Mileage Reimbursement	314.19	1,166.69	-852.50
5740 · Reference Materials	0.00	116.69	-116.69
5790 · Other Administrative	-3,601.16		
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	16,045.24	12,533.50	3,511.74
5820 · Employee Benefits	30,377.71	30,412.13	-34.42
5830 · Disability Insurance	1,076.89	1,324.75	-247.86
5840 · Payroll Taxes	12,005.78	14,812.56	-2,806.78
5850 · PARS	9,651.08	12,919.13	-3,268.05
5900 · Wages			
5910 · Management	97,384.17	71,526.63	25,857.54
5920 · Staff	112,899.09	120,030.75	-7,131.66
5930 · Staff Certification	1,225.00	1,050.00	175.00
5940 · Staff Overtime	4,521.23	1,023.19	3,498.04
5950 · Staff Standby	1,515.35		
Total 5900 · Wages	217,544.84	193,630.57	23,914.27
5960 · Worker's Comp Insurance	1,498.08	1,699.25	-201.17
Total 5800 · Labor	288,199.62	267,331.89	20,867.73
Total 5000 · Administrative	507,333.54	540,974.21	-33,640.67
6000 · Operations			
6170 · Claims, Property Damage	0.00	5,833.38	-5,833.38
6195 · Education & Training	0.00	1,166.69	-1,166.69
6200 · Engineering			
6220 · General Engineering	18,525.50	40,833.38	-22,307.88
Total 6200 · Engineering	18,525.50	40,833.38	-22,307.88
6330 · Facilities			
6335 · Alarm Services	3,786.60	3,500.00	286.60
6337 · Landscaping	3,000.00	3,500.00	-500.00
Total 6330 · Facilities	6,786.60	7,000.00	-213.40
6400 · Pumping			
6410 · Pumping Fuel & Electricity	23,464.96	29,166.69	-5,701.73
6420 · Pumping Maintenance, Generators	4,515.42	8,750.00	-4,234.58
Total 6400 · Pumping	27,980.38	37,916.69	-9,936.31

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

	Jul '23 - Jan 24	Sewer Budget	\$ Over Budget
6600 · Collection/Transmission			
6660 · Maintenance, Collection System	0.00	5,833.38	-5,833.38
Total 6600 · Collection/Transmission	0.00	5,833.38	-5,833.38
6770 · Uniforms	0.00	116.69	-116.69
6800 · Vehicles			
6810 · Fuel	1,616.65	1,166.69	449.96
6820 · Truck Equipment, Expensed	313.66	116.69	196.97
6830 · Truck Repairs	309.24	583.38	-274.14
Total 6800 · Vehicles	2,239.55	1,866.76	372.79
6900 · Sewer Authority Midcoastside			
6910 · SAM Collections	172,002.81	172,002.88	-0.07
6920 · SAM Operations	831,613.37	1,053,763.69	-222,150.32
6930 · SAM Prior Year Adjustment	784,097.10		
6940 · SAM Maintenance, Collection Sys	465.25	26,250.00	-25,784.75
6950 · SAM Maintenance, Pumping	72,993.65	75,833.38	-2,839.73
6960 · SAM NDWSCP	6,800.00		
Total 6900 · Sewer Authority Midcoastside	1,867,972.18	1,327,849.95	540,122.23
Total 6000 · Operations	1,923,504.21	1,428,416.92	495,087.29
Total Expense	2,430,837.75	1,969,391.13	461,446.62
Net Ordinary Income	696,812.57	192,807.89	504,004.68
Other Income/Expense			
Other Income			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	133,194.00	128,333.38	4,860.62
7120 · Connection Fees (Remodel)	39,051.00	32,083.38	6,967.62
7152 · Connection Fee Refunds	0.00	-11,666.69	11,666.69
7153 · Add'l Fixture Units (New Const)	33,183.00	11,666.69	21,516.31
7155 · Add'l Fixture Units (Remodel)	102,777.00	11,666.69	91,110.31
7157 · Fixture Fee Refunds	-27,778.50		
7160 · PFP Pass Thru	-2,858.00		
7165 · Meter Pass Thru Costs	-268.05		
Total 7100 · Connection Fees	277,300.45	172,083.45	105,217.00
7200 · Interest Income - LAIF	127,729.39	45,000.00	82,729.39
Total 7000 · Capital Account Revenues	405,029.84	217,083.45	187,946.39
Total Other Income	405,029.84	217,083.45	187,946.39
Other Expense			
8000 · Capital Improvement Program			
8075 · Sewer	316,003.12	2,332,916.25	-2,016,913.13
Total 8000 · Capital Improvement Program	316,003.12	2,332,916.25	-2,016,913.13

11:13 AM

02/22/24

Accrual Basis

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

	Jul '23 - Jan 24	Sewer Budget	\$ Over Budget
9000 · Capital Account Expenses			
9125 · PNC Equipment Lease Interest	4,129.89	4,186.00	-56.11
9200 · I-Bank Loan	10,694.76	18,702.00	-8,007.24
Total 9000 · Capital Account Expenses	14,824.65	22,888.00	-8,063.35
Total Other Expense	330,827.77	2,355,804.25	-2,024,976.48
Net Other Income	74,202.07	-2,138,720.80	2,212,922.87
Net Income	771,014.64	-1,945,912.91	2,716,927.55

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

	Jul '23 - Jan 24	Water Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4400 · Fees			
4410 · Administrative Fee (New Constr)	1,244.00	2,333.38	-1,089.38
4420 · Administrative Fee (Remodel)	0.00	350.00	-350.00
4430 · Inspection Fee (New Constr)	1,178.00	2,333.38	-1,155.38
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	5,016.76	-2,434.76
4610 · Property Tax Receipts	382,655.21	150,000.00	232,655.21
4740 · Testing, Backflow	17,197.00	10,500.00	6,697.00
4810 · Water Sales, Domestic	1,165,067.46	1,174,833.38	-9,765.92
4850 · Water Sales Refunds, Customer	0.00	-4,666.69	4,666.69
4990 · Other Revenue	194.96		
Total Income	1,567,696.63	1,335,683.45	232,013.18
Gross Profit	1,567,696.63	1,335,683.45	232,013.18
Expense			
5000 · Administrative			
5190 · Bank Fees	3,045.79	3,208.38	-162.59
5200 · Board of Directors			
5210 · Board Meetings	3,513.85	2,333.38	1,180.47
5220 · Director Fees	5,175.00	5,833.38	-658.38
5230 · Election Expenses	7,500.00	8,750.00	-1,250.00
Total 5200 · Board of Directors	16,188.85	16,916.76	-727.91
5240 · CDPH Fees	18,669.08	10,500.00	8,169.08
5250 · Conference Attendance	1,913.49	8,750.00	-6,836.51
5270 · Information Systems	3,233.24	3,791.69	-558.45
5300 · Insurance			
5310 · Fidelity Bond	0.00	291.69	-291.69
5320 · Property & Liability Insurance	13,815.75	5,833.38	7,982.37
Total 5300 · Insurance	13,815.75	6,125.07	7,690.68
5350 · LAFCO Assessment	0.00	1,750.00	-1,750.00
5400 · Legal			
5430 · General Legal	44,137.16	43,750.00	387.16
5440 · Litigation	1,472.00		
Total 5400 · Legal	45,609.16	43,750.00	1,859.16
5510 · Maintenance, Office	2,282.33	14,583.38	-12,301.05
5530 · Memberships	22,790.00	14,583.38	8,206.62
5540 · Office Supplies	4,335.32	3,645.88	689.44
5550 · Postage	10,581.68	8,604.19	1,977.49
5560 · Printing & Publishing	6,273.70	3,354.19	2,919.51

11:53 AM

02/22/24

Accrual Basis

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

	Water		
	Jul '23 - Jan 24	Budget	\$ Over Budget
5600 · Professional Services			
5610 · Accounting	24,080.00	22,750.00	1,330.00
5620 · Audit	8,700.00	7,875.00	825.00
5630 · Consulting	24,564.68	39,229.19	-14,664.51
5640 · Data Services	1,199.50	583.38	616.12
5650 · Labor & HR Support	1,523.32	1,458.38	64.94
5660 · Payroll Services	811.24	583.38	227.86
Total 5600 · Professional Services	60,878.74	72,479.33	-11,600.59
5710 · San Mateo Co. Tax Roll Charges	119.00	1,458.38	-1,339.38
5720 · Telephone & Internet	21,902.97	29,166.69	-7,263.72
5730 · Mileage Reimbursement	814.47	1,166.69	-352.22
5740 · Reference Materials	0.00	291.69	-291.69
5790 · Other Administrative	-389.36		
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	32,268.42	30,018.94	2,249.48
5820 · Employee Benefits	87,983.57	90,586.44	-2,602.87
5830 · Disability Insurance	2,340.60	3,250.38	-909.78
5840 · Payroll Taxes	32,016.33	34,716.50	-2,700.17
5850 · PARS	22,990.86	27,475.63	-4,484.77
5900 · Wages			
5910 · Management	97,384.23	71,526.63	25,857.60
5920 · Staff	319,661.98	323,423.38	-3,761.40
5930 · Staff Certification	5,925.00	6,650.00	-725.00
5940 · Staff Overtime	35,032.00	35,245.00	-213.00
5950 · Staff Standby	21,115.07	16,966.88	4,148.19
Total 5900 · Wages	479,118.28	453,811.89	25,306.39
5960 · Worker's Comp Insurance	7,787.33	14,240.94	-6,453.61
Total 5800 · Labor	664,505.39	654,100.72	10,404.67
Total 5000 · Administrative	896,569.60	898,226.42	-1,656.82
6000 · Operations			
6160 · Backflow Prevention	706.07	583.38	122.69
6170 · Claims, Property Damage	393.15	5,833.38	-5,440.23
6180 · Communications			
6185 · SCADA Maintenance	6,111.89	11,666.69	-5,554.80
Total 6180 · Communications	6,111.89	11,666.69	-5,554.80
6195 · Education & Training	761.98	2,916.69	-2,154.71
6200 · Engineering			
6220 · General Engineering	1,362.58	5,833.38	-4,470.80
6230 · Water Quality Engineering	93,797.50	67,083.38	26,714.12
Total 6200 · Engineering	95,160.08	72,916.76	22,243.32
6320 · Equipment & Tools, Expensed	4,890.57	5,833.38	-942.81

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

	Jul '23 - Jan 24	Water Budget	\$ Over Budget
6330 · Facilities			
6335 · Alarm Services	776.04	1,166.69	-390.65
6337 · Landscaping	9,616.62	8,750.00	866.62
Total 6330 · Facilities	10,392.66	9,916.69	475.97
6370 · Lab Supplies & Equipment	12,297.31	2,333.38	9,963.93
6380 · Meter Reading	0.00	291.69	-291.69
6400 · Pumping			
6410 · Pumping Fuel & Electricity	51,129.70	55,416.69	-4,286.99
6420 · Pumping Maintenance, Generators	14,957.70	17,500.00	-2,542.30
6430 · Pumping Maintenance, General	-125.71	2,916.69	-3,042.40
6440 · Pumping Equipment, Expensed	0.00	408.38	-408.38
Total 6400 · Pumping	65,961.69	76,241.76	-10,280.07
6500 · Supply			
6510 · Maintenance, Raw Water Mains	767.35	1,458.38	-691.03
6520 · Maintenance, Wells	3,103.62	14,583.38	-11,479.76
6530 · Water Purchases	13,031.74	17,500.00	-4,468.26
Total 6500 · Supply	16,902.71	33,541.76	-16,639.05
6600 · Collection/Transmission			
6610 · Hydrants	0.00	5,833.38	-5,833.38
6620 · Maintenance, Water Mains	51,470.59	99,166.69	-47,696.10
6630 · Maintenance, Water Svc Lines	2,127.00	11,666.69	-9,539.69
6640 · Maintenance, Tanks	3,536.32	2,916.69	619.63
6650 · Maint., Distribution General	3,338.94	8,750.00	-5,411.06
6670 · Meters	120,671.64	17,500.00	103,171.64
Total 6600 · Collection/Transmission	181,144.49	145,833.45	35,311.04
6700 · Treatment			
6710 · Chemicals & Filtering	17,646.42	14,583.38	3,063.04
6720 · Maintenance, Treatment Equip.	5,701.81	8,750.00	-3,048.19
6730 · Treatment Analysis	21,934.74	20,416.69	1,518.05
Total 6700 · Treatment	45,282.97	43,750.07	1,532.90
6770 · Uniforms	2,091.11	1,458.38	632.73
6800 · Vehicles			
6810 · Fuel	4,849.95	7,000.00	-2,150.05
6820 · Truck Equipment, Expensed	940.99	1,166.69	-225.70
6830 · Truck Repairs	927.71	2,916.69	-1,988.98
Total 6800 · Vehicles	6,718.65	11,083.38	-4,364.73
Total 6000 · Operations	448,815.33	424,200.84	24,614.49
Total Expense	1,345,384.93	1,322,427.26	22,957.67
Net Ordinary Income	222,311.70	13,256.19	209,055.51

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Accrual Basis

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

	Jul '23 - Jan 24	Water Budget	\$ Over Budget
Other Income/Expense			
Other Income			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	138,790.58	107,916.69	30,873.89
7120 · Connection Fees (Remodel)	35,656.62		
7130 · Conn. Fees, PFP (New Constr)	123,958.50	32,083.38	91,875.12
7155 · Add'l Fixture Units (Remodel)	6,767.98		
7157 · Fixture Fee Refunds	-25,325.08		
7160 · PFP Pass Thru	-1,540.50		
7165 · Meter Pass Thru Costs	5,732.29		
Total 7100 · Connection Fees	284,040.39	140,000.07	144,040.32
7250 · CAMP Interest Income	111,492.50	35,000.00	76,492.50
7600 · Bond Revenues, G.O.	454,369.65	597,690.50	-143,320.85
7650 · Water System Reliability	563,090.13	555,730.00	7,360.13
Total 7000 · Capital Account Revenues	1,412,992.67	1,328,420.57	84,572.10
Total Other Income	1,412,992.67	1,328,420.57	84,572.10
Other Expense			
8000 · Capital Improvement Program			
8100 · Water	252,511.25	2,254,583.38	-2,002,072.13
Total 8000 · Capital Improvement Program	252,511.25	2,254,583.38	-2,002,072.13
9000 · Capital Account Expenses			
9100 · Interest Expense - GO Bonds	4,967.53	56,977.00	-52,009.47
9125 · PNC Equipment Lease Interest	4,129.93	4,186.00	-56.07
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	37,999.91	89,915.00	-51,915.09
Total Other Expense	290,511.16	2,344,498.38	-2,053,987.22
Net Other Income	1,122,481.51	-1,016,077.81	2,138,559.32
Net Income	1,344,793.21	-1,002,821.62	2,347,614.83

Montara Water & Sanitary District

Funds Balance Sheet

As of January 31, 2024

	Sewer	Water	TOTAL
ASSETS			
Current Assets			
Checking/Savings			
Sewer - Bank Accounts			
Wells Fargo Operating - Sewer	5,878,972.73	0.00	5,878,972.73
LAIF Investment Fund			
Capital Reserve	4,306,741.28	0.00	4,306,741.28
Operating Reserve	524,507.00	0.00	524,507.00
Total LAIF Investment Fund	<u>4,831,248.28</u>	<u>0.00</u>	<u>4,831,248.28</u>
Total Sewer - Bank Accounts	10,710,221.01	0.00	10,710,221.01
Water - Bank Accounts			
CAMP Investment Fund			
Capital Reserve	0.00	3,062,072.13	3,062,072.13
Operating Reserve	0.00	474,273.60	474,273.60
Total CAMP Investment Fund	0.00	3,536,345.73	3,536,345.73
Wells Fargo Operating - Water	0.00	78,444.55	78,444.55
Restricted Cash			
2020 GO Bonds Fund - Chase	0.00	1,152,913.64	1,152,913.64
Total Restricted Cash	<u>0.00</u>	<u>1,152,913.64</u>	<u>1,152,913.64</u>
Total Water - Bank Accounts	0.00	4,767,703.92	4,767,703.92
Total Checking/Savings	10,710,221.01	4,767,703.92	15,477,924.93
Accounts Receivable			
Sewer - Accounts Receivable			
Lease Receivable	148,905.00	0.00	148,905.00
Accounts Receivable	-3,666.69	0.00	-3,666.69
Sewer - Accounts Receivable - Other	-10,061.79	0.00	-10,061.79
Total Sewer - Accounts Receivable	135,176.52	0.00	135,176.52
Water - Accounts Receivable			
Accounts Receivable	0.00	13,967.03	13,967.03
Accounts Rec. - Backflow	0.00	28,592.11	28,592.11
Accounts Rec. - Water Residents	0.00	177,070.73	177,070.73
Unbilled Water Receivables	0.00	243,766.73	243,766.73
Total Water - Accounts Receivable	0.00	463,396.60	463,396.60
Total Accounts Receivable	135,176.52	463,396.60	598,573.12
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	10,845,397.53	5,273,756.84	16,119,154.37
Fixed Assets			
Sewer - Fixed Assets			
General Plant	9,149,397.80	0.00	9,149,397.80
Land	5,000.00	0.00	5,000.00
Other Capital Improv.			
Sewer-Original Cost	685,599.18	0.00	685,599.18
Other Cap. Improv.	2,564,810.39	0.00	2,564,810.39
Total Other Capital Improv.	3,250,409.57	0.00	3,250,409.57
Seal Cove Collection System	995,505.00	0.00	995,505.00
Sewage Collection Facility			
Collection Facility - Org. Cost	1,349,064.00	0.00	1,349,064.00
Collection Facility - Other	3,991,243.33	0.00	3,991,243.33
Total Sewage Collection Facility	5,340,307.33	0.00	5,340,307.33
Treatment Facility	244,539.84	0.00	244,539.84
Accumulated Depreciation	-10,872,874.00	0.00	-10,872,874.00
Total Sewer - Fixed Assets	8,112,285.54	0.00	8,112,285.54

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Accrual Basis

Montara Water & Sanitary District

Funds Balance Sheet

As of January 31, 2024

Water - Fixed Assets			
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
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	21,758,448.15	23,037,375.95	44,795,824.10
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable - Sewer	121,177.37	0.00	121,177.37
Total Accounts Payable	121,177.37	0.00	121,177.37
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	35,175.17	0.00	35,175.17
PNC Equip. Loan - S/T	33,772.74	0.00	33,772.74
Total Sewer - Current Liabilities	79,874.21	0.00	79,874.21
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	-80,511.92	-80,511.92
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	33,772.72	33,772.72
SRF Loan Payable X109 - Current	0.00	92,851.32	92,851.32
Temporary Construction Meter	0.00	40,336.53	40,336.53
Total Water - Current Liabilities	0.00	574,790.69	574,790.69
Payroll Liabilities			
Employee Benefits Payable	-1,306.59	0.00	-1,306.59
Total Payroll Liabilities	-1,306.59	0.00	-1,306.59
Total Other Current Liabilities	91,225.62	602,963.69	694,189.31
Total Current Liabilities	212,402.99	602,963.69	815,366.68
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

Montara Water & Sanitary District
Funds Balance Sheet
As of January 31, 2024

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	2,579,601.88	7,495,473.97	10,075,075.85
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	56,130.32	0.00	56,130.32
Total Sewer - Equity Accounts	12,257,698.59	0.00	12,257,698.59
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	-56,130.32	-56,130.32
Total Water - Equity Accounts	0.00	2,634,924.69	2,634,924.69
Equity Adjustment Account	6,150,133.04	11,562,184.08	17,712,317.12
Net Income	771,014.64	1,344,793.21	2,115,807.85
Total Equity	19,178,846.27	15,541,901.98	34,720,748.25
TOTAL LIABILITIES & EQUITY	21,758,448.15	23,037,375.95	44,795,824.10

YTD Cash Information	July	August	September	October	November	December	January	February	March	April	May	June	Target Reserves	\$ Over (Under) Targets	% Over/(Under) Targets
Sewer - Operations															
Wells Fargo Operating	4,799,718.26	4,795,076.61	4,295,441.35	3,765,700.81	3,403,341.48	6,509,613.97	5,878,972.73								
Sewer Reserve Accounts															
LAIF															
Capital Reserve	4,215,941.10	4,215,941.10	4,215,941.10	4,258,688.56	4,258,688.56	4,258,688.56	4,306,741.28						6,700,000.00	(2,393,258.72)	64%
Operating Reserve	524,507.00	524,507.00	524,507.00	524,507.00	524,507.00	524,507.00	524,507.00						2,813,414.00	(2,288,907.00)	19%
Subtotal	4,740,448.10	4,740,448.10	4,740,448.10	4,783,195.56	4,783,195.56	4,783,195.56	4,831,248.28								
Water Operations															
Wells Fargo Operating	66,244.20	84,909.23	(355.14)	23,905.76	42,704.46	59,284.54	78,444.55								
Water - Reserve Accounts															
CAMP - Reserve Funds															
Capital Reserve	2,998,600.24	3,014,247.10	3,029,695.42	3,046,076.65	3,062,072.13	3,062,072.13	3,062,072.13						3,042,820.00	19,252.13	101%
Operating Reserve	339,579.00	339,579.00	441,252.33	441,252.33	441,252.33	457,772.27	474,273.60						1,133,508.00	(659,234.40)	42%
Subtotal	3,338,179.24	3,353,826.10	3,470,947.75	3,487,328.98	3,503,324.46	3,519,844.40	3,536,345.73								
Water - Restricted Accounts															
JP Morgan Chase - Water															
2020 GO Bond Fund	1,179,454.43	689,691.67	689,691.67	690,667.34	700,604.29	702,016.10	1,152,913.64								
Sub-Total	1,179,454.43	689,691.67	689,691.67	690,667.34	700,604.29	702,016.10	1,152,913.64								
Total Cash and Equivalents	14,124,044.23	13,663,951.71	13,196,173.73	12,750,798.45	12,433,170.25	15,573,954.57	15,477,924.93								

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	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																
4220 · Cell Tower Lease	7,069.50	7,069.50	7,069.50	7,069.50	7,069.50	7,069.50	7,069.50						49,486.50	83,000.00	-33,513.50	59.62%
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)														1,000.00	-1,000.00	
4430 · Inspection Fee (New Constr)				1,178.00									1,178.00	4,000.00	-2,822.00	29.45%
4440 · Inspection Fee (Remodel)														1,000.00	-1,000.00	
4460 · Remodel Fees	1,496.00	1,244.00	622.00		136.00	1,059.00	272.00						4,829.00	8,000.00	-3,171.00	60.36%
4470 · Other Fees	160.00												160.00			
Total 4400 · Fees	1,656.00	1,244.00	622.00	2,422.00	136.00	1,059.00	272.00						7,411.00	18,000.00	-10,589.00	41.17%
4510 · Grants						732,291.90							732,291.90			
4610 · Property Tax Receipts		102,896.55	286.44	324.00	18,998.49	151,189.32	108,960.45						382,655.25	300,000.00	82,655.25	127.55%
4710 · Sewer Service Charges	2,950.88	1,352.45		983.60		1,956,555.11							1,961,842.04	3,883,231.00	-1,921,388.96	50.52%
4720 · Sewer Service Refunds, Customer					-6,682.82		-15,264.16						-21,946.98	-10,000.00	-11,946.98	219.47%
4760 · Waste Collection Revenues	1,227.28	3,786.17	1,351.59	3,495.04	1,035.67	3,546.57	1,273.35						15,715.67	30,000.00	-14,284.33	52.39%
4990 · Other Revenue		22.34		21.72	150.88								194.94			
Total Income	12,903.66	116,371.01	9,329.53	14,315.86	20,707.72	2,851,711.40	102,311.14						3,127,650.32	4,304,231.00	-1,176,580.68	72.67%
Gross Profit	12,903.66	116,371.01	9,329.53	14,315.86	20,707.72	2,851,711.40	102,311.14						3,127,650.32	4,304,231.00	-1,176,580.68	72.67%
Expense																
5000 · Administrative																
5190 · Bank Fees	1,281.04	325.63	337.06	332.68	345.94	423.48	701.96						3,747.79	6,000.00	-2,252.21	62.46%
5200 · Board of Directors																
5210 · Board Meetings		200.00	2,113.85		400.00	400.00	400.00						3,513.85	4,000.00	-486.15	87.85%
5220 · Director Fees		1,800.00	900.00		750.00	750.00	975.00						5,175.00	10,000.00	-4,825.00	51.75%
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	1,375.00						16,188.85	29,000.00	-12,811.15	55.82%
5250 · Conference Attendance	415.00	337.50	392.53				112.50						1,257.53	10,000.00	-8,742.47	12.58%
5270 · Information Systems		779.88	1,355.25	254.38	162.50	443.75	237.50						3,233.26	6,000.00	-2,766.74	53.89%
5300 · Insurance																
5310 · Fidelity Bond														500.00	-500.00	
5320 · Property & Liability Insurance	12,109.75												12,109.75	10,000.00	2,109.75	121.1%
Total 5300 · Insurance	12,109.75												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	8,598.00		17,231.15	5,158.00	4,462.00	5,222.00	3,486.00						44,157.15	200,000.00	-155,842.85	22.08%
5440 · Litigation	2,979.38		7,762.06	3,569.30	12,461.15	10,296.45	2,160.00						39,228.34			
Total 5400 · Legal	11,577.38		24,993.21	8,727.30	16,923.15	15,518.45	5,646.00						83,385.49	200,000.00	-116,614.51	41.69%
5510 · Maintenance, Office	130.00		992.19	130.00		390.00	144.87						1,787.06	25,000.00	-23,212.94	7.15%
5530 · Memberships					4,500.00								4,500.00	5,000.00	-500.00	90.0%
5540 · Office Supplies	611.04	132.89	675.03	649.86	1,231.88	100.76	933.99						4,335.45	8,250.00	-3,914.55	52.55%

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	63.23						2,772.80	2,250.00	522.80	123.24%
5600 · Professional Services																
5610 · Accounting	3,650.00	3,927.50	4,852.50	2,715.00	3,555.00	2,255.00	3,125.00						24,080.00	39,000.00	-14,920.00	61.74%
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	3,146.60						24,564.69	52,250.00	-27,685.31	47.01%
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		213.50						1,523.32	2,500.00	-976.68	60.93%
5660 · Payroll Services	91.64	125.56	91.64	127.00	97.38	94.52	183.40						811.14	1,000.00	-188.86	81.11%
Total 5600 · Professional Services	7,183.95	19,408.43	9,188.89	14,102.37	8,576.82	4,962.92	6,668.50						70,091.88	118,250.00	-48,158.12	59.27%
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	4,511.20						17,645.35	40,000.00	-22,354.65	44.11%
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			44.53						-3,601.16			
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	1,943.56						16,045.24	21,486.00	-5,440.76	74.68%
5820 · Employee Benefits	8,438.94		4,219.47	4,219.47	8,859.65		4,640.18						30,377.71	52,135.00	-21,757.29	58.27%
5830 · Disability Insurance	152.55	152.55	152.55	152.55	155.57	155.56	155.56						1,076.89	2,271.00	-1,194.11	47.42%
5840 · Payroll Taxes	1,912.24	2,160.35	1,803.49	1,697.32	1,296.84	930.98	2,204.56						12,005.78	25,393.00	-13,387.22	47.28%
5850 · PARS	1,738.30	1,837.33	1,389.08	1,147.96	1,078.94	572.73	1,886.74						9,651.08	22,147.00	-12,495.92	43.58%
5900 · Wages																
5910 · Management	9,567.78	9,567.78	21,271.59	26,784.88	10,034.88	10,109.88	10,047.38						97,384.17	122,617.00	-25,232.83	79.42%
5920 · Staff	15,224.71	16,901.35	15,741.43	16,465.59	16,103.67	15,611.23	16,851.11						112,899.09	205,767.00	-92,867.91	54.87%
5930 · Staff Certification	175.00	175.00	175.00	175.00	175.00	175.00	175.00						1,225.00	1,800.00	-575.00	68.06%
5940 · Staff Overtime	29.42	941.52	804.21	147.11	1,333.81	58.84	1,206.32						4,521.23	1,754.00	2,767.23	257.77%
5950 · Staff Standby		654.55		322.80			538.00						1,515.35			
Total 5900 · Wages	24,996.91	28,240.20	37,992.23	43,895.38	27,647.36	25,954.95	28,817.81						217,544.84	331,938.00	-114,393.16	65.54%
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	39,648.41						288,199.62	458,283.00	-170,083.38	62.89%
Total 5000 · Administrative	77,191.55	62,137.16	101,375.22	74,593.98	78,253.31	53,694.63	60,087.69						507,333.54	927,383.00	-420,049.46	54.71%
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	1,776.50						18,525.50	70,000.00	-51,474.50	26.47%
Total 6200 · Engineering	2,962.50	917.50	2,508.00	3,657.50	1,463.00	5,240.50	1,776.50						18,525.50	70,000.00	-51,474.50	26.47%
6330 · Facilities																
6335 · Alarm Services	690.60	430.08	560.82	557.10	430.08	560.82	557.10						3,786.60	6,000.00	-2,213.40	63.11%
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	557.10						6,786.60	12,000.00	-5,213.40	56.56%

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	3,697.90						23,464.96	50,000.00	-26,535.04	46.93%
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	3,697.90						27,980.38	65,000.00	-37,019.62	43.05%
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	233.87						1,616.65	2,000.00	-383.35	80.83%
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	233.87						2,239.55	3,200.00	-960.45	69.99%
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	24,571.83						172,002.81	294,862.00	-122,859.19	58.33%
6920 · SAM Operations	118,801.91	118,801.91	118,801.91	118,801.91	118,801.91	118,801.91	118,801.91						831,613.37	1,806,452.00	-974,838.63	46.04%
6930 · SAM Prior Year Adjustment				51,805.20		732,291.90							784,097.10			
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	8,410.56						72,993.65	130,000.00	-57,006.35	56.15%
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	151,784.30						1,867,972.18	2,276,314.00	-408,341.82	82.06%
Total 6000 · Operations	153,273.88	162,406.54	152,599.99	228,793.42	151,774.40	916,606.31	158,049.67						1,923,504.21	2,448,714.00	-525,209.79	78.55%
Total Expense	230,465.43	224,543.70	253,975.21	303,387.40	230,027.71	970,300.94	218,137.36						2,430,837.75	3,376,097.00	-945,259.25	72.0%
Net Ordinary Income	-217,561.77	-108,172.69	-244,645.68	-289,071.54	-209,319.99	1,881,410.46	-115,826.22						696,812.57	928,134.00	-231,321.43	75.08%
Other Income/Expense																
Other Income																
7000 · Capital Account Revenues																
7100 · Connection Fees																
7110 · Connection Fees (New Constr)	65,222.00				33,986.00		33,986.00						133,194.00	220,000.00	-86,806.00	60.54%
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		9,513.00						33,183.00	20,000.00	13,183.00	165.92%
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							-27,778.50						-27,778.50			
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	15,720.50						277,300.45	295,000.00	-17,699.55	94.0%
7200 · Interest Income - LAIF	36,929.21			42,747.46			48,052.72						127,729.39	60,000.00	67,729.39	212.88%
Total 7000 · Capital Account Revenues	108,856.21	17,811.00	17,595.00	58,209.46	91,923.00	46,861.95	63,773.22						405,029.84	355,000.00	50,029.84	114.09%
Total Other Income	108,856.21	17,811.00	17,595.00	58,209.46	91,923.00	46,861.95	63,773.22						405,029.84	355,000.00	50,029.84	114.09%
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	12,217.04						316,003.12	3,999,285.00	-3,683,281.88	7.9%
Total 8000 · Capital Improvement Program	16,731.70	83,146.82	83,240.65	114,561.06	4,956.35	1,149.50	12,217.04						316,003.12	3,999,285.00	-3,683,281.88	7.9%
9000 · Capital Account Expenses																
9125 · PNC Equipment Lease Interest	1,015.55		655.59	639.27	622.91	606.51	590.06						4,129.89	7,176.00	-3,046.11	57.55%
9200 · I-Bank Loan	1,601.35						9,093.41						10,694.76	18,702.00	-8,007.24	57.19%
Total 9000 · Capital Account Expenses	2,616.90		655.59	639.27	622.91	606.51	9,683.47						14,824.65	25,878.00	-11,053.35	57.29%
Total Other Expense	19,348.60	83,146.82	83,896.24	115,200.33	5,579.26	1,756.01	21,900.51						330,827.77	4,025,163.00	-3,694,335.23	8.22%
Net Other Income	89,507.61	-65,335.82	-66,301.24	-56,990.87	86,343.74	45,105.94	41,872.71						74,202.07	-3,670,163.00	3,744,365.07	-2.02%
Net Income	-128,054.16	-173,508.51	-310,946.92	-346,062.41	-122,976.25	1,926,516.40	-73,953.51						771,014.64	-2,742,029.00	3,513,043.64	-28.12%

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

	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
ry Income/Expense																
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	108,960.45						382,655.21	300,000.00	82,655.21	127.55%
4740 · Testing, Backflow	1,486.00	1,496.00	2,176.00		2,040.00	9,047.00	952.00						17,197.00	18,000.00	-803.00	95.54%
4810 · Water Sales, Domestic	142,714.49	205,441.91	156,717.66	153,940.81	170,874.59	139,747.96	195,630.04						1,165,067.46	2,014,000.00	-848,932.54	57.85%
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	299,984.27	305,542.49						1,567,696.63	2,332,600.00	-764,903.37	67.21%
Gross Profit	144,360.48	309,856.81	159,180.09	156,708.54	192,063.95	299,984.27	305,542.49						1,567,696.63	2,332,600.00	-764,903.37	67.21%
Expense																
5000 · Administrative																
5190 · Bank Fees	1,281.04	325.63	337.05	332.67	345.93	423.47							3,045.79	5,500.00	-2,454.21	55.38%
5200 · Board of Directors																
5210 · Board Meetings		200.00	2,113.85		400.00	400.00	400.00						3,513.85	4,000.00	-486.15	87.85%
5220 · Director Fees		1,800.00	900.00		750.00	750.00	975.00						5,175.00	10,000.00	-4,825.00	51.75%
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	1,375.00						16,188.85	29,000.00	-12,811.15	55.82%
5240 · CDPH Fees						4,614.00	14,055.08						18,669.08	18,000.00	669.08	103.72%
5250 · Conference Attendance	415.00	337.50	1,048.49				112.50						1,913.49	15,000.00	-13,086.51	12.76%
5270 · Information Systems		779.87	1,355.25	254.37	162.50	443.75	237.50						3,233.24	6,500.00	-3,266.76	49.74%
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	3,486.00						44,137.16	75,000.00	-30,862.84	58.85%
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	3,486.00						45,609.16	75,000.00	-29,390.84	60.81%
5510 · Maintenance, Office	179.80	95.16	1,262.23	130.00		470.27	144.87						2,282.33	25,000.00	-22,717.67	9.13%
5530 · Memberships					4,500.00	17,345.00	945.00						22,790.00	25,000.00	-2,210.00	91.16%
5540 · Office Supplies	611.03	132.89	675.00	649.84	1,231.85	100.75	933.96						4,335.32	6,250.00	-1,914.68	69.37%
5550 · Postage	1,589.08	2,283.68		2,431.23	1,482.23	2,671.90	123.56						10,581.68	14,750.00	-4,168.32	71.74%
5560 · Printing & Publishing	550.02	1,098.18	1,285.66	1,503.59	76.85	211.70	1,547.70						6,273.70	5,750.00	523.70	109.11%

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

	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
5600 · Professional Services																
5610 · Accounting	3,650.00	3,927.50	4,852.50	2,715.00	3,555.00	2,255.00	3,125.00						24,080.00	39,000.00	-14,920.00	61.74%
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	3,146.60						24,564.68	67,250.00	-42,685.32	36.53%
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		213.50						1,523.32	2,500.00	-976.68	60.93%
5660 · Payroll Services	91.66	125.58	91.66	127.01	97.40	94.52	183.41						811.24	1,000.00	-188.76	81.12%
Total 5600 · Professional Services	7,183.98	10,195.23	9,188.91	14,102.38	8,576.82	4,962.91	6,668.51						60,878.74	124,250.00	-63,371.26	49.0%
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	4,766.63						21,902.97	50,000.00	-28,097.03	43.81%
5730 · Mileage Reimbursement	282.85		294.24	19.95	93.83		123.60						814.47	2,000.00	-1,185.53	40.72%
5740 · Reference Materials														500.00	-500.00	
5790 · Other Adminstrative	320.84	2,791.24	337.66	-4,007.39			168.29						-389.36			
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	4,009.44						32,268.42	51,461.00	-19,192.58	62.71%
5820 · Employee Benefits	22,675.89		12,565.44	12,565.44	26,371.12		13,805.68						87,983.57	155,291.00	-67,307.43	56.66%
5830 · Disability Insurance	329.39	329.39	329.39	345.27	338.38	334.39	334.39						2,340.60	5,572.00	-3,231.40	42.01%
5840 · Payroll Taxes	4,563.59	4,982.88	4,656.38	4,588.65	4,535.48	3,592.84	5,096.51						32,016.33	59,514.00	-27,497.67	53.8%
5850 · PARS	3,731.96	4,020.87	3,427.57	3,189.41	2,896.61	2,070.28	3,654.16						22,990.86	47,101.00	-24,110.14	48.81%
5900 · Wages																
5910 · Management	9,567.80	9,567.80	21,271.61	26,784.88	10,034.88	10,109.88	10,047.38						97,384.23	122,617.00	-25,232.77	79.42%
5920 · Staff	42,121.16	46,357.89	42,735.32	49,078.01	47,502.09	43,440.03	48,427.48						319,661.98	554,440.00	-234,778.02	57.66%
5930 · Staff Certification	775.00	925.00	925.00	925.00	825.00	725.00	825.00						5,925.00	11,400.00	-5,475.00	51.97%
5940 · Staff Overtime	4,349.89	4,430.67	7,494.35	2,315.35	8,336.35	3,548.80	4,556.59						35,032.00	60,420.00	-25,388.00	57.98%
5950 · Staff Standby	2,840.75	3,854.13	2,858.70	2,586.90	3,283.62	2,926.54	2,764.43						21,115.07	29,086.00	-7,970.93	72.6%
Total 5900 · Wages	59,654.60	65,135.49	75,284.98	81,690.14	69,981.94	60,750.25	66,620.88						479,118.28	777,963.00	-298,844.72	61.59%
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	93,521.06						664,505.39	1,121,315.00	-456,809.61	59.26%
Total 5000 · Administrative	134,247.61	104,177.35	153,344.16	127,317.43	136,382.29	112,891.50	128,209.26						896,569.60	1,539,815.00	-643,245.40	58.23%
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		1,760.00						6,111.89	20,000.00	-13,888.11	30.56%
Total 6180 · Communications				1,760.00	2,591.89		1,760.00						6,111.89	20,000.00	-13,888.11	30.56%
6195 · Education & Training		125.00	39.99	242.00	125.00		229.99						761.98	5,000.00	-4,238.02	15.24%
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	14,217.50						93,797.50	115,000.00	-21,202.50	81.56%
Total 6200 · Engineering	9,910.00	5,165.00	6,380.00	21,245.00	27,837.50	10,405.08	14,217.50						95,160.08	125,000.00	-29,839.92	76.13%
6320 · Equipment & Tools, Expensed	582.95	1,363.48	309.93	1,279.72	488.50	717.74	148.25						4,890.57	10,000.00	-5,109.43	48.91%
6330 · Facilities																

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

	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
6335 · Alarm Services	260.52		130.74	127.02		130.74	127.02						776.04	2,000.00	-1,223.96	38.8%
6337 · Landscaping	860.00		1,065.00	3,860.00	2,381.62	1,065.00	385.00						9,616.62	15,000.00	-5,383.38	64.11%
Total 6330 · Facilities	1,120.52		1,195.74	3,987.02	2,381.62	1,195.74	512.02						10,392.66	17,000.00	-6,607.34	61.13%
6370 · Lab Supplies & Equipment		5,642.00	157.51	454.80	4,984.86	328.14	730.00						12,297.31	4,000.00	8,297.31	307.43%
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	8,180.63						51,129.70	95,000.00	-43,870.30	53.82%
6420 · Pumping Maintenance, Generators	2,260.00				496.00	8,088.41	4,113.29						14,957.70	30,000.00	-15,042.30	49.86%
6430 · Pumping Maintenance, General		874.29					-1,000.00						-125.71	5,000.00	-5,125.71	-2.51%
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	11,293.92						65,961.69	130,700.00	-64,738.31	50.47%
6500 · Supply																
6510 · Maintenance, Raw Water Mains							767.35						767.35	2,500.00	-1,732.65	30.69%
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		6,855.21						13,031.74	30,000.00	-16,968.26	43.44%
Total 6500 · Supply	1,082.80	941.29			7,256.06		7,622.56						16,902.71	57,500.00	-40,597.29	29.4%
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		14,278.60						51,470.59	170,000.00	-118,529.41	30.28%
6630 · Maintenance, Water Svc Lines		2,127.00											2,127.00	20,000.00	-17,873.00	10.64%
6640 · Maintenance, Tanks			36.32				3,500.00						3,536.32	5,000.00	-1,463.68	70.73%
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	3,620.58						120,671.64	30,000.00	90,671.64	402.24%
Total 6600 · Collection/Transmission		27,426.52	8,257.75	70,789.09	9,587.31	43,684.64	21,399.18						181,144.49	250,000.00	-68,855.51	72.46%
6700 · Treatment																
6710 · Chemicals & Filtering		7,646.01		1,713.67	175.38	1,139.68	6,971.68						17,646.42	25,000.00	-7,353.58	70.59%
6720 · Maintenance, Treatment Equip.		206.57	3,398.80	429.54	1,073.20	378.27	215.43						5,701.81	15,000.00	-9,298.19	38.01%
6730 · Treatment Analysis	283.15	2,479.00	7,568.68	2,073.74	1,782.19	637.00	7,110.98						21,934.74	35,000.00	-13,065.26	62.67%
Total 6700 · Treatment	283.15	10,331.58	10,967.48	4,216.95	3,030.77	2,154.95	14,298.09						45,282.97	75,000.00	-29,717.03	60.38%
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	701.61						4,849.95	12,000.00	-7,150.05	40.42%
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	701.61						6,718.65	19,000.00	-12,281.35	35.36%
Total 6000 · Operations	22,557.69	61,337.56	36,640.98	113,565.90	66,943.70	74,856.38	72,913.12						448,815.33	727,200.00	-278,384.67	61.72%
Total Expense	156,805.30	165,514.91	189,985.14	240,883.33	203,325.99	187,747.88	201,122.38						1,345,384.93	2,267,015.00	-921,630.07	59.35%
Net Ordinary Income	-12,444.82	144,341.90	-30,805.05	-84,174.79	-11,262.04	112,236.39	104,420.11						222,311.70	65,585.00	156,726.70	338.97%
Other Income/Expense																
Other Income																
7000 · Capital Account Revenues																
7100 · Connection Fees																

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

	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
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		24,278.00						123,958.50	55,000.00	68,958.50	225.38%
7155 · Add'l Fixture Units (Remodel)							6,767.98						6,767.98			
7157 · Fixture Fee Refunds					-26,277.00		951.92						-25,325.08			
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	31,997.90						284,040.39	240,000.00	44,040.39	118.35%
7250 · CAMP Interest Income	14,999.34	15,646.86	15,448.32	16,381.23	15,995.48	16,519.94	16,501.33						111,492.50	60,000.00	51,492.50	185.82%
7600 · Bond Revenues, G.O.			686.91	288.76	-9,936.95	460,763.94	2,566.99						454,369.65	1,195,381.00	-741,011.35	38.01%
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	34,500.39	1,063,570.69	51,066.22						1,412,992.67	2,606,841.00	-1,193,848.33	54.2%
Total Other Income	108,599.29	47,982.96	24,517.31	82,755.81	34,500.39	1,063,570.69	51,066.22						1,412,992.67	2,606,841.00	-1,193,848.33	54.2%
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	77,266.47						252,511.25	3,865,000.00	-3,612,488.75	6.53%
Total 8000 · Capital Improvement Program	11,518.75	48,683.25	51,416.25	35,145.94	21,795.59	6,685.00	77,266.47						252,511.25	3,865,000.00	-3,612,488.75	6.53%
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	590.07						4,129.93	7,176.00	-3,046.07	57.55%
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	590.07						37,999.91	120,610.00	-82,610.09	31.51%
Total Other Expense	12,534.31	53,800.78	52,071.85	35,785.22	51,170.95	7,291.51	77,856.54						290,511.16	3,985,610.00	-3,695,098.84	7.29%
Net Other Income	96,064.98	-5,817.82	-27,554.54	46,970.59	-16,670.56	1,056,279.18	-26,790.32						1,122,481.51	-1,378,769.00	2,501,250.51	-81.41%
Net Income	83,620.16	138,524.08	-58,359.59	-37,204.20	-27,932.60	1,168,515.57	77,629.79						1,344,793.21	-1,313,184.00	2,657,977.21	-102.41%

Montara Water & Sanitary District Check Detail

February 29, 2024

Date	Num	Name	Paid Amount	
Warrants for the Board of Directors Consent Agenda March 7, 2024				
SPLIT				
02/01/2024	14518	Aztec Gardens	-860.00	PAID
02/01/2024	14519	IEDA	-427.00	PAID
01/29/2024	14512	CalPERS 457 Plan	-7,297.66	PAID
01/29/2024	14513	KBA Document Solutions	-26.62	PAID
01/29/2024	14514	Pacific Fire Safe	-289.74	PAID
02/01/2024	14517	RVE Accounting	-6,250.00	PAID
02/01/2024	14521	Tech Solutions	-400.00	PAID
01/29/2024	14515	U.S. Bank PARS	-11,423.37	PAID
02/09/2024	14522	ACWA/JPIA	-18,445.86	PAID
02/09/2024	14525	Carlysle Young	-10.00	PAID
02/09/2024	14526	Cruzio Internet	-104.97	PAID
02/09/2024	14528	Huntington National Bank	-14,590.00	PAID
02/09/2024	14529	KBA Document Solutions	-67.65	PAID
02/09/2024	14530	ODP Business Solutions	-819.43	PAID
02/09/2024	14532	PCT	-400.00	PAID
02/09/2024	14533	White Glove Housekeeping	-390.00	PAID
02/29/2024	14535	Lingo	-3,920.58	PAID
02/29/2024	14536	Lopez Fence	-2,375.40	PAID
02/29/2024	14537	Pacific Gas & Electric	-29,038.10	PAID
02/29/2024	14539	A-B Communications	-183.66	
02/29/2024	14541	Aztec Gardens	-1,065.00	
02/29/2024	14543	Bill Softky	-300.00	
02/29/2024	14569	Bodas Construction	-706.50	
03/04/2024	14579	CalPERS 457 Plan	-6,595.53	
02/29/2024	14545	Carlysle Young	-300.00	
02/29/2024	14546	Cintas	-154.94	
02/29/2024	14574	Comcast	-357.65	
02/29/2024	14548	Fitzgerald Law Offices	-18,004.75	
03/04/2024	14580	Huntington National Bank	-14,590.00	
02/29/2024	14575	IEDA	-427.00	
02/29/2024	14552	Kastama Strategic Consulting	-3,161.96	
02/29/2024	14553	Kathryn Slater-Carter	-300.00	
02/29/2024	14554	KBA Document Solutions	-22.78	
02/29/2024	14567	Ken Levinson	-1,874.00	
02/29/2024	14558	ODP Business Solutions	-154.27	
02/29/2024	14559	PARS	-895.54	
03/04/2024	14581	PCT	-800.00	
02/29/2024	14560	Peter Dekker	-300.00	
02/29/2024	14576	RVE Accounting	-5,150.00	
02/29/2024	14561	Scott Boyd	-300.00	

Montara Water & Sanitary District
Check Detail
February 29, 2024

Date	Num	Name	Paid Amount	
02/29/2024	14565	Standard Insurance Co.	-489.95	
02/29/2024	14568	Thomas Moore	-4,554.50	
03/04/2024	14582	U.S. Bank PARS	-10,477.51	
02/29/2024	14578	White Glove Housekeeping	-260.00	

Montara Water & Sanitary District

Check Detail

Date	Num	Name	Paid Amount	
February 29, 2024				
WATER				
01/29/2024	14508	Pacific Gas & Electric	-1,438.16	PAID
01/29/2024	14516	SRT Consultants	-49,873.38	PAID
02/01/2024	14520	San Mateo County Health Dept	-536.00	PAID
02/09/2024	14523	AmeriGas	-125.05	PAID
02/09/2024	14524	AT&T Mobility	-481.85	PAID
02/09/2024	14527	Hassett	-289.21	PAID
02/09/2024	14531	Pacific Gas & Electric	-2,437.81	PAID
02/29/2024	14534	AT&T Mobility	-839.02	PAID
02/29/2024	14538	Pacific Gas & Electric	-1,417.18	PAID
02/29/2024	14540	Andreini Brothers, Inc.	-32,300.69	
02/29/2024	14542	Badger Meter, Inc.	-114.72	
02/29/2024	14544	BSK Lab	-1,273.99	
02/29/2024	14547	Esbro Chemical	-1,179.68	
02/29/2024	14549	Hach Company	-526.68	
02/29/2024	14573	Julian J. Martinez	-90.00	
02/29/2024	14551	Karbonous	-19,417.19	
02/29/2024	14570	Leon Faure	-30.00	
02/29/2024	14555	McMaster-Carr Supply Co.	-358.83	
02/29/2024	14556	MWSD Sewer to GO BOND	-82,392.78	
02/29/2024	14572	Nick Carrington	-167.18	
02/29/2024	14577	SRT Consultants	-52,890.63	
02/29/2024	14566	USA Blue Book	-531.78	

Montara Water & Sanitary District
Check Detail

Date	Num	February 29, 2024 Name	Paid Amount	
SEWER				
02/29/2024	14550	Hue & Cry Security Systems, Inc.	-430.08	
02/29/2024	14571	Mark DeMacsek	-867.90	
02/29/2024	14557	Nute Engineering	-18,572.50	
02/29/2024	14562	Sewer Authority Mid-Coastside	-4,305.36	
02/29/2024	14563	Sewer Authority Mid-Coastside	-24,571.83	
02/29/2024	14564	Sewer Authority Mid-Coastside	118,801.91	



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 7, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: SAM Flow Report for January 2024

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

- Flow Report for January 2024.
- Collection System Monthly Overflow Report – January 2024

The Average Daily Flow for Montara was 0.556 MGD in January 2024. There were 0 reportable overflows in January 2024 in the Montara System. SAM indicates there were 6.43 inches of rain in January 2024 in Montara.

RECOMMENDATION:

Review and file.

Attachments

Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, January 2024

January 2024

		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	0	0	0	0	0
Wet Weather	0	0	0	0	0
Other	1	1	0	0	0
Total	2	1	0	1	0
		50%	0%	50%	0%

Reportable SSOs

		Reportable Number of S.S.O.'s			
	Total	HMB	GCSD	MWSD	SAM
January 2024	0	0	0	0	0
12 Month Moving Total	2	1	0	1	0

SSOs / Year / 100 Miles

		Number of S.S.O.'s /Year/100 Miles			
	Total	HMB	GCSD	MWSD	SAM
January 2024	0.0	0.0	0.0	0.0	0.0
12 Month Moving Total	1.9	2.7	0.0	3.7	0.0
Category 1	0.0	0.0	0.0	0.0	0.0
Category 2	0.0	0.0	0.0	0.0	0.0
Category 3	1.9	2.7	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

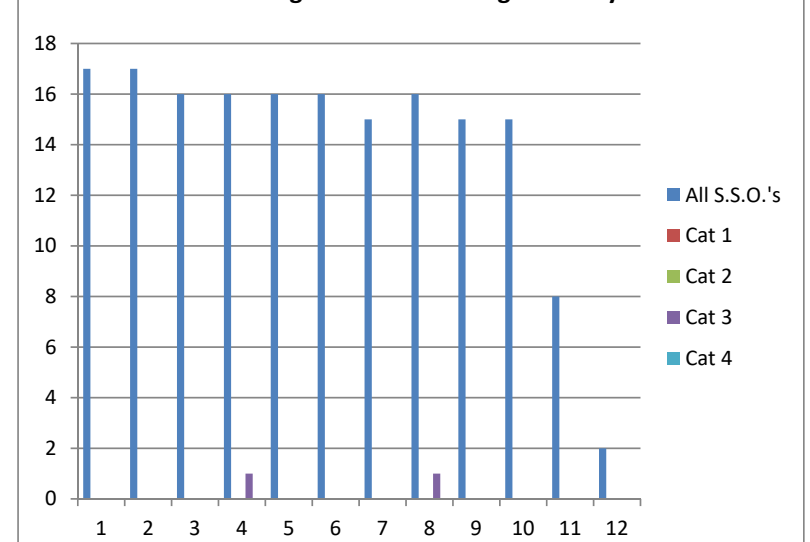
Month	HMB	GCSD	MWSD	Total Feet	Total Miles
Feb - 23	14,417	9,983	6,822	31,222	5.9
Mar - 23	12,243	9,395	10,140	31,778	6.0
Apr - 23	10,883	12,375	8,290	31,548	6.0
May - 23	12,239	11,619	5,356	29,214	5.5
June - 23	11,096	10,472	5,375	26,943	5.1
July - 23	9,325	10,286	4,744	24,355	4.6
Aug - 23	22,726	8,469	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
Jan - 24	4,029	14,785	12,144	30,958	5.9

Annual ft	143,155	132,042	97,957	373,154	
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Annual Mi.	27.1	25.0	18.6		70.7
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Attachment C

12 Month Moving SSO Totals Through January 2024



Attachment A

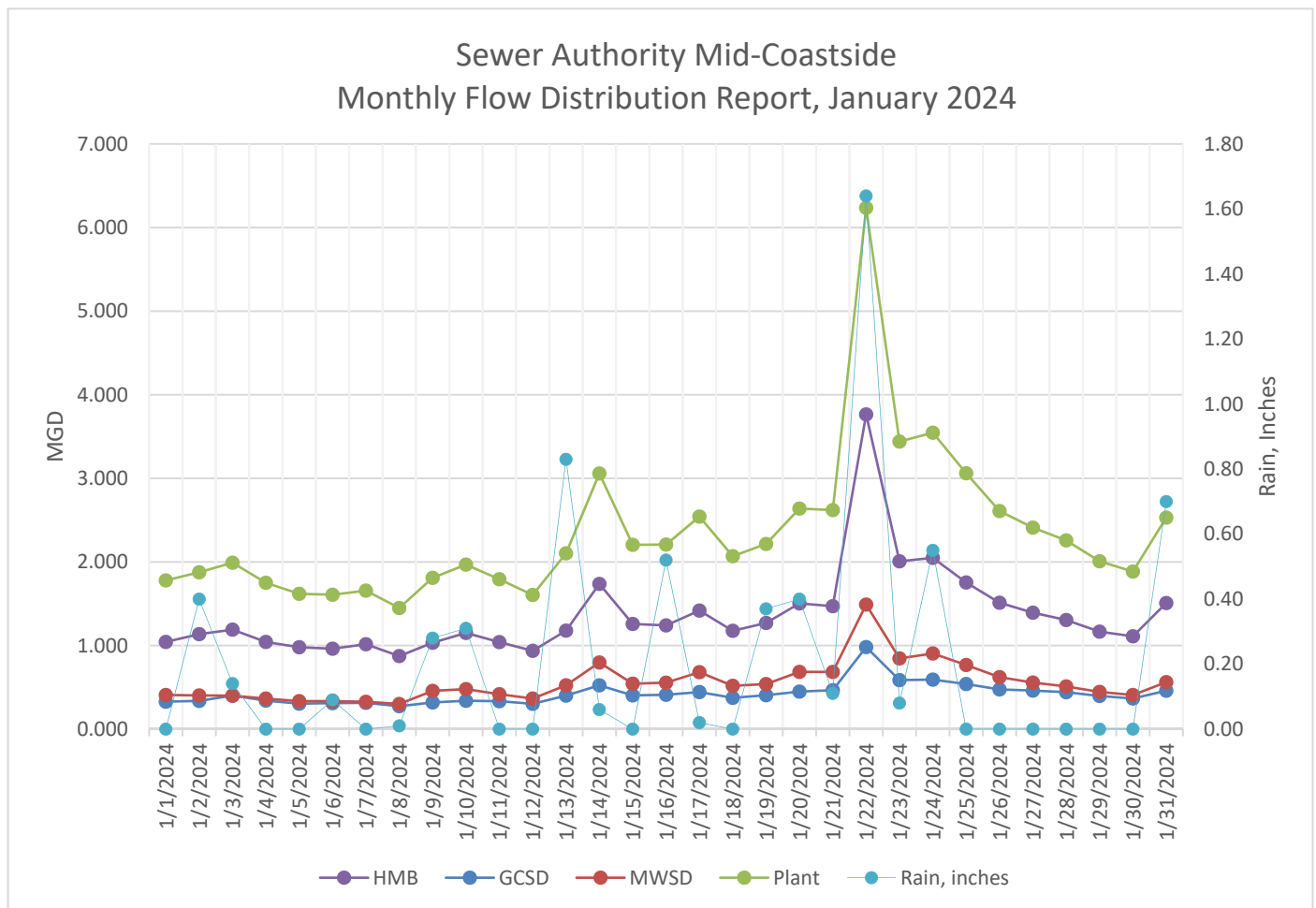
Flow Distribution Report Summary for January 2024

The daily flow report figures for the month of January 2024
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	1.362	58.2%
Granada Community Services District	0.422	18.0%
Montara Water and Sanitary District	<u>0.556</u>	<u>23.8%</u>
Total	2.340	100.0%



Sewer Authority Mid-Coastside

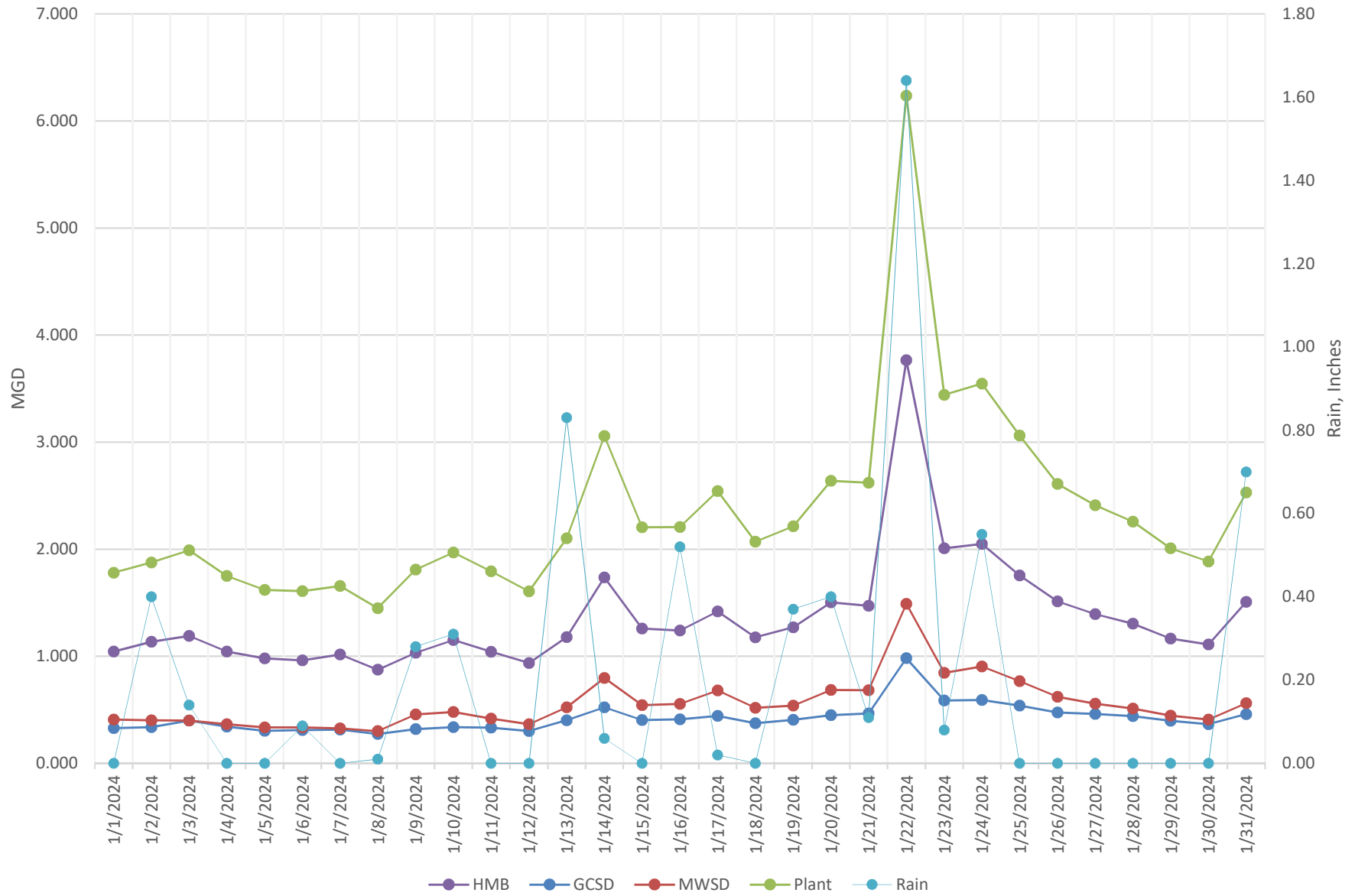
Monthly Flow Distribution Report for January 2024

<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>
1/1/2024	1.043	0.328	0.408	1.779	0.00	0.00	0.00
1/2/2024	1.136	0.338	0.403	1.877	0.40	0.36	0.40
1/3/2024	1.190	0.401	0.400	1.991	0.14	0.19	0.06
1/4/2024	1.043	0.341	0.366	1.751	0.00	0.00	0.00
1/5/2024	0.980	0.304	0.335	1.619	0.00	0.00	0.00
1/6/2024	0.962	0.311	0.335	1.608	0.09	0.06	0.06
1/7/2024	1.016	0.314	0.327	1.657	0.00	0.00	0.00
1/8/2024	0.874	0.274	0.301	1.449	0.01	0.00	0.00
1/9/2024	1.034	0.319	0.457	1.810	0.28	0.27	0.45
1/10/2024	1.150	0.339	0.479	1.968	0.31	0.37	0.25
1/11/2024	1.042	0.334	0.418	1.793	0.00	0.00	0.00
1/12/2024	0.937	0.302	0.366	1.605	0.00	0.00	0.00
1/13/2024	1.178	0.401	0.524	2.103	0.83	0.60	1.19
1/14/2024	1.737	0.524	0.797	3.058	0.06	0.07	0.02
1/15/2024	1.258	0.403	0.543	2.205	0.00	0.00	0.00
1/16/2024	1.241	0.411	0.556	2.208	0.52	0.62	0.47
1/17/2024	1.418	0.444	0.681	2.543	0.02	0.04	0.04
1/18/2024	1.176	0.375	0.518	2.069	0.00	0.00	0.00
1/19/2024	1.270	0.406	0.539	2.215	0.37	0.49	0.43
1/20/2024	1.504	0.449	0.685	2.638	0.40	0.30	0.19
1/21/2024	1.471	0.466	0.684	2.620	0.11	0.14	0.14
1/22/2024	3.765	0.982	1.490	6.236	1.64	0.60	1.31
1/23/2024	2.008	0.587	0.846	3.440	0.08	0.00	0.04
1/24/2024	2.049	0.592	0.905	3.546	0.55	0.57	0.61
1/25/2024	1.754	0.540	0.767	3.061	0.00	0.00	0.00
1/26/2024	1.512	0.475	0.622	2.609	0.00	0.00	0.00
1/27/2024	1.393	0.461	0.557	2.411	0.00	0.00	0.00
1/28/2024	1.305	0.442	0.511	2.258	0.00	0.00	0.00
1/29/2024	1.166	0.397	0.445	2.008	0.00	0.00	0.00
1/30/2024	1.110	0.367	0.408	1.885	0.00	0.00	0.00
1/31/2024	1.508	0.460	0.562	2.530	0.70	0.78	0.77
Totals	42.231	13.085	17.235	72.552	6.51	5.46	6.43

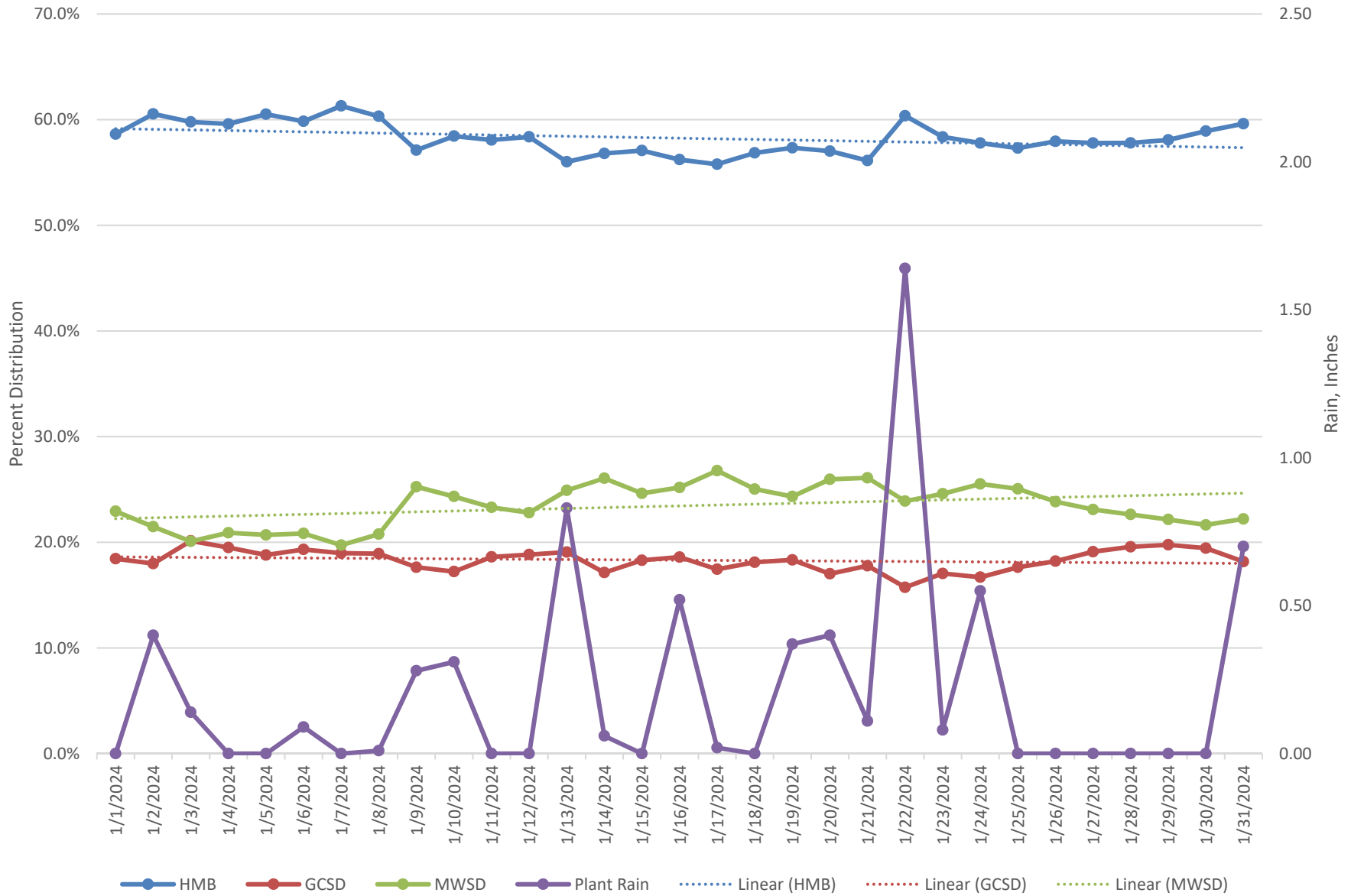
Summary

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.874	0.274	0.301	1.449
Average	1.362	0.422	0.556	2.340
Maximum	3.765	0.982	1.490	6.236
Distribution	58.2%	18.0%	23.8%	100.0%

Sewer Authority Mid-Coastside Monthly Flow Distribution Report, January 2024

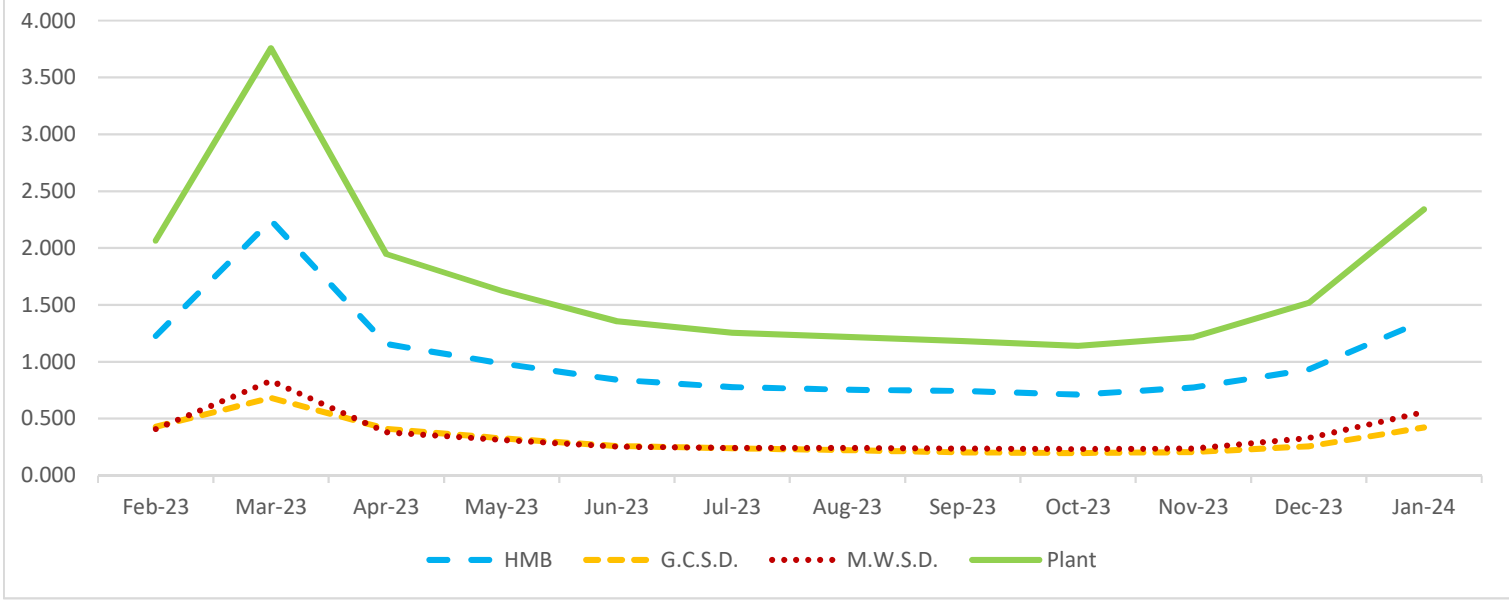


Percent Distribution January 2024

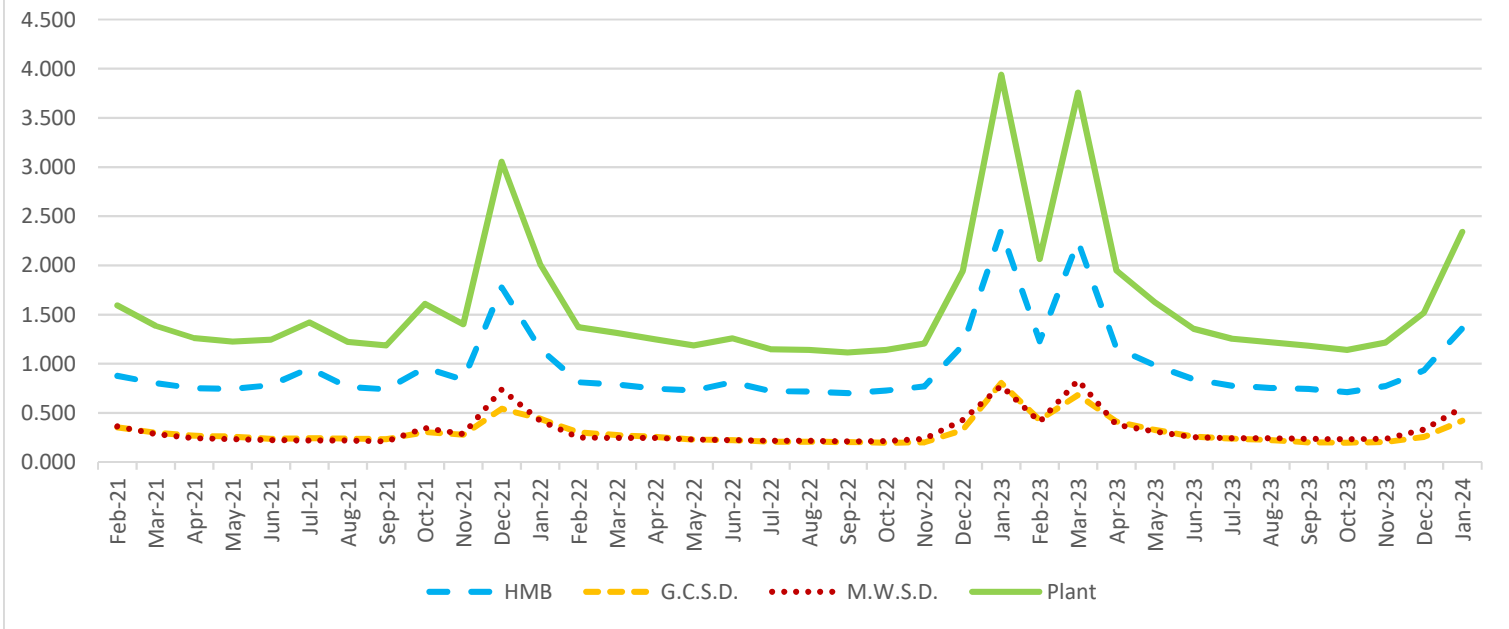


Most recent flow calibration January 2024 PS, January 2024 Plant inf

One Year Flow Chart
February 2023 - January 2024

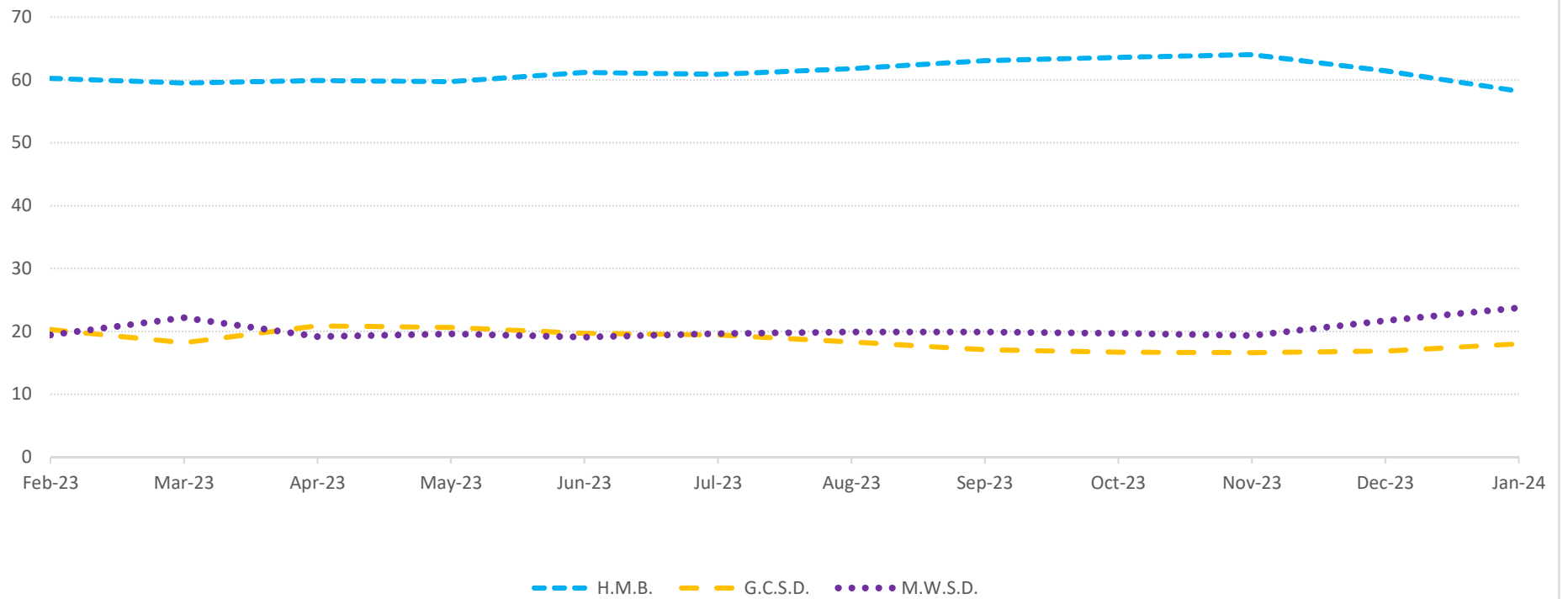


Three year flow chart
February 2021 - January 2024



Flow based percent distribution based for past year

1 year Distribution by %
February 2023 - January 2024






MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: March 7, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

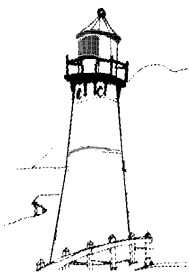
SUBJECT: Review of Current Investment Portfolio

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

- The District has most of its idle sewer funds deposited in the State of California's Local Agency Investment Fund (LAIF). The Monthly Average interest rate for January 2024 was 4.012%.
- The District has most of its idle water funds deposited in the California Asset Management Program (CAMP). The current 7 day yield for 2/29/24 was 5.50%.
- 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: **March 7, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Connection Permit Applications Received 

As of March 7, 2024 the following new **Sewer Connection Permit** application was received since the last report:

Date of Application	Property Owner	Site Address	Home Size

As of March 7, 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

As of March 7, 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 March 7th, 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.

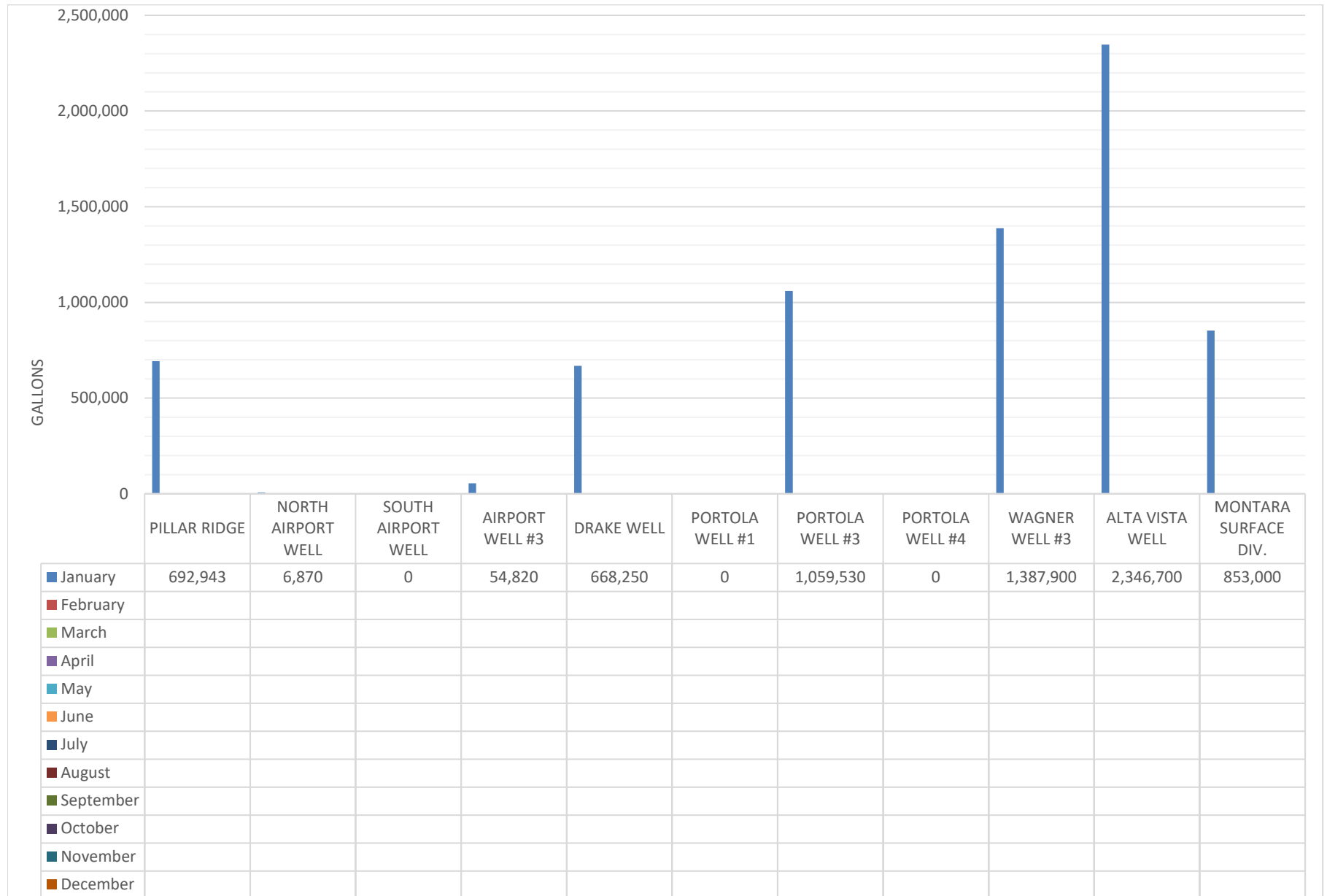
The first shows a consolidated from all sources by month. The second shows each water source the District uses, both wells and surface water. The production is shown in gallons of water produced.

RECOMMENDATION:

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

Attachments: 2

Annual Water Production 2024



TOTAL PRODUCTION 2024 (GALLONS)

GALLONS

7,070,013

Total Production (Gallons)

January	February	March	April	May	June	July	August	September	October	November	December
7,070,013											

MONTH



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting of March 7th, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Rain Report

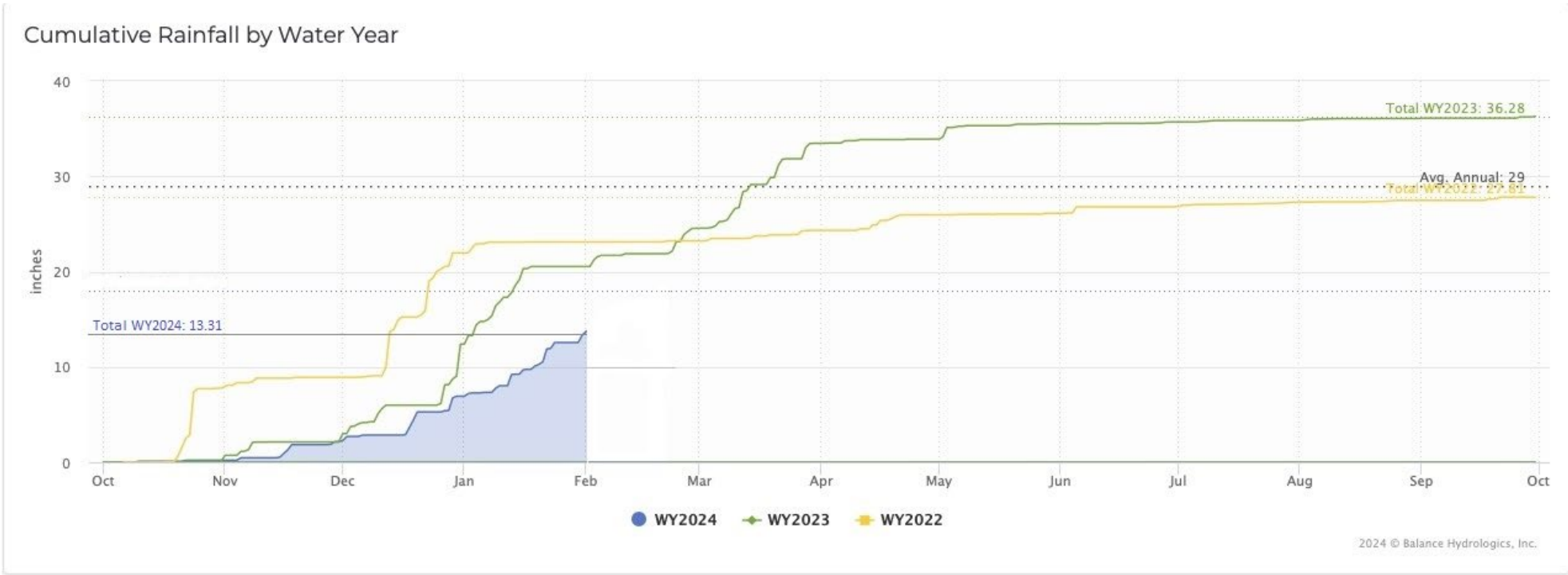
The attached chart shows the monthly rainfall at Alta Vista Treatment Plant for the current and prior water years along with seven-year average rain fall.

RECOMMENDATION:

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

Attachments: 2

Annual Cumulative Rainfall



Monthly Cumulative Rainfall

Monthly Rainfall for Current Water Year





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: March 7th, 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 51,160 kWh and saved 86,905 lbs of CO₂.

RECOMMENDATION:

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

Attachments: 1

SOLAR ENERGY PRODUCED IN 2024 (kWh)

78

kWh

[illegible]



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of **March 7, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

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

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

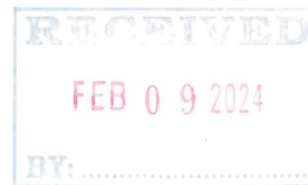
Contributions are calculated on a bi-weekly basis, and contributions are made on a monthly basis.

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
12/1/2023 to 12/31/2023**

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

Plan ID: P7-REP15A

Account Summary

Source	Beginning Balance as of 12/1/2023	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 12/31/2023
Contributions	\$1,442,286.03	\$8,196.19	\$76,315.64	\$675.53	\$1,174.04	\$0.00	\$1,524,948.29
TOTAL	\$1,442,286.03	\$8,196.19	\$76,315.64	\$675.53	\$1,174.04	\$0.00	\$1,524,948.29

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	5.28%	10.21%	16.62%	4.45%	9.42%	-	03/08/16

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

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

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

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

December 2023

PARS Statement Detail

PARS beginning Balance as of December 1, 2023 \$ 1,442,286.03

Contributions:

November 15, 2023 Calculation

Wages paid	29,184.16				
Employer - 7.30%		\$	2,130.44		
Employee - 7.75%		\$	2,261.77		
Contribution subtotal				\$	4,392.22

Fund Impact - PARS Wages		
Sewer	Water	Total
7,561.84	21,622.32	29,184.16
552.01	1,578.43	2,130.44

November 30, 2023 Calculation

Wages paid	25,275.52				
Employer - 7.30%		\$	1,845.11		
Employee - 7.75%		\$	1,958.85		
Contribution Subtotal				\$	3,803.97

Fund Impact - PARS Wages		
Sewer	Water	Total
7,218.28	18,057.24	25,275.52
526.93	1,318.18	1,845.11


Total Contributions thru November		\$	8,196.18		
Rounding		\$	0.01		
Earnings/(Losses)		\$	76,315.64		
Expenses		\$	(675.53)		
Distributions		\$	(1,174.04)		
PARS Ending Balance as of December 31, 2023				\$	<u><u>1,524,948.29</u></u>



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: March 7th, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Review and Possible Action Concerning Proposed Disposal of 2006 Ford F-250, Surplus Boss D-60 Generator, and Multiquip DH 04801 Generator.

The District is currently in possession of a 1987 Boss D-60 with 260 hours. This generator was originally purchased used by Citizens Water. It stopped working mid 2022 – and has completely deteriorated so that we will have to get it hauled off-site.

A typical usage life for a generator is approximately 7-8 years depending on conditions. This generator is 37 years old. Although its total run hours are low, the severe deterioration of the body and other components require increased maintenance to keep it running. Because of these factors, this generator should be disposed of.

Another generator that is beyond repair and has failed is a Multiquip DH – 04801. The Multiquip motor wiring has failed, a repair not cost effective, and the unit should be disposed of. A rental generator is currently used in lieu of the failed unit and the MWSD board authorized replacement with a new unit. This generator is about 15 years old and has seen heavy usage at small MWSD sewer stations during rainstorms and power outages.

The District is currently in possession of a 2006 Ford F-250 with 25,600 miles. This truck was originally purchased to serve as a dedicated leak truck, with an auxiliary fuel tank for the generators and ladder racks for transporting full lengths of pipe. A new auxiliary fuel tank and new ladder racks have been added to the District's other F-250 purchased in 2011.

A typical usage life for a fleet vehicle is 5-7 years depending on conditions. This vehicle is eighteen years old. Although its mileage is low, the vehicle is completely undrivable with rotten brake lines and other various mechanical issues. The severe deterioration of the body and other components require increased maintenance to keep it running. Because of these factors, this vehicle should be disposed of.

RECOMMENDATION:

Adopt RESOLUTION NO. _____, RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT DECLARING CERTAIN PROPERTY AS SURPLUS AND AUTHORIZING ITS SALE.

Attachments

RESOLUTION NO. _____

RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT
DECLARING CERTAIN PROPERTY AS SURPLUS AND AUTHORIZING ITS
SALE.

WHEREAS, the District has purchased the equipment listed on the attached
Exhibit "A"; and

WHEREAS, the equipment on Exhibit "A" is surplus to the needs of the District;

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:

The equipment described on the attached Exhibit "A" is declared surplus to
the needs of the District. Staff is instructed to sell all items for the best
available price or properly dispose of items that it is unable to sell.

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 held on the
7th day of March 2024, by the following vote:

AYES, Directors:

NOES, Directors:

ABSENT, Directors:

Secretary, Montara Water and Sanitary District

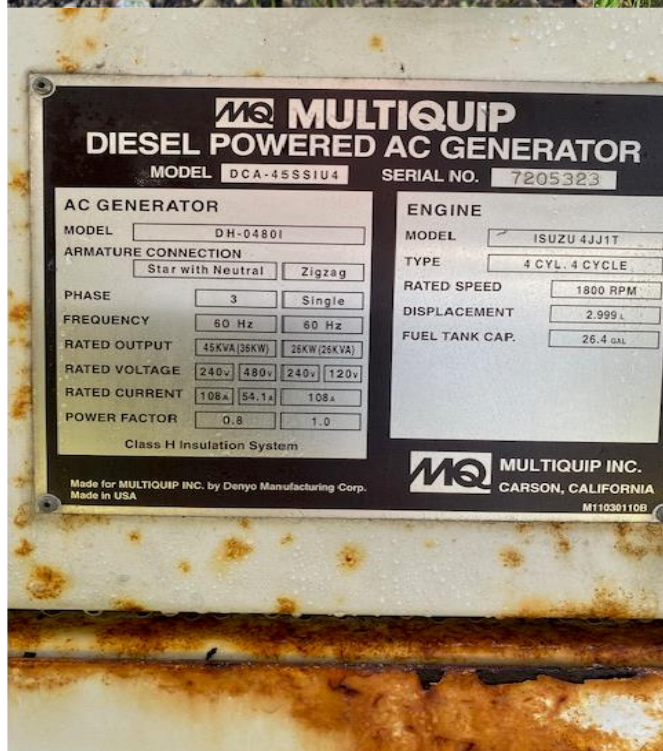
Attachment A

Montara Water & Sanitary District

Boss Generator	D-60	Ser# M12G279296
Multiquip Generator	DH 04801	Ser# 7205232
Ford Truck	F-250	VIN 1FDSX21597EA22999

Attachments : 2006 F-250









MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 7, 2023**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Review SB1383 Local Assistance Grant
Program Application on Behalf of Recology of
the Coast**

In September 2016, Governor Edmund Brown Jr. set methane emissions reduction targets for California (SB 1383 Lara, Chapter 395, Statutes of 2016) in a statewide effort to reduce emissions of short-lived climate pollutants (SLCP). The targets must reduce organic waste disposal 75 percent by 2025 and rescue for people to eat at least 20 percent of currently disposed surplus food by 2025.

The Department of Resources Recycling and Recovery (CalRecycle) administered a grant program meant to provide aid in the implementation of regulations adopted by CalRecycle pursuant to Chapter 395, Statutes of 2016 and SB170 Budget Act of 2021. This non-competitive grant program provides funding to local jurisdictions to assist with the implementation of regulation requirements associated with SB 1383.

Because Recology was ineligible for this grant, the Montara Water and Sanitary District submitted a grant application on behalf of Recology of the Coast to the Department of Resources Recycling and Recovery (CalRecycle). Although the District requested \$10,442 dollars, the baseline amount was \$75,000 dollars and was awarded this amount to be used April 2024-April 2026. MWSD staff is working with Glen Bonji of Recology of the Coast to use these funds for their Education and Outreach accordingly.

RECOMMENDATION: For Board Information Only



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 7, 2024**

FROM: Clemens Heldmaier, General Manager

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

SUBJECT: General Manager's Report

January

811 Dig Alerts

- 1/8/24 - 1136 Cedar. Road reconstruction/ widening of road in front of the customers home, Operator marked mains and service line.
- 1/8/24 – 279 California. Install new sewer facilities, operator marked main and service line.

After Hours Call Outs

- 1/6/24 – AVTP Low flow after Backwash. Dislodged stuck flow meter and put back into service.
- 1/10/24 – 10pm turn on water at 436 4th st. after service line was repaired.
- 1/17/24 – 5pm High turbidity after backwash, shut down treatment plant for the night.
- 1/20/24 – 5:30AM Power outage due to weather
- 1/27/24 – 1:30PM call from 800 Montana street for water leaking out of meter box, customer states he was unsure if it was ground water or MWSD water. Operator on call determined it was MWSD drinking water and scheduled a repair for 1/29/24
 - 1/27/24 - 4:50PM Customer on 521 Cypress Avenue calls and said water is leaking out his meter box and has been for some time. Operator on call determined there is a leak on the second gasket connection for the meter and leak is MWSD responsibility to repair. Operator attempted repair and lessened amount of flow but determined more action needed to be done, repair was also scheduled for 1/29/24

Repairs and Leaks

- 1/29/24 – 521 Cypress ave, leak in riser meter mating surface, replaced riser a new one
- 1/29/24 – 800 Montana st, Leak in poly service line, dropped in 1ft copper line and new angled meter stop.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 7, 2024**

FROM: Clemens Heldmaier, General Manager

Miscellaneous

- 1/19/24 - Metal Recycling picked up from shop
- 1/22/24 – Cleaning and maintenance video of Schoolhouse Tank 1 with divers.
- Operation Dead Endpoint Absent Reads.
O.D.E.A.R.
 - 154 missed reads.
 - 18 missed reads not on missed read report.
 - High Usages
 - 0 reads
 - MIA meters located.

Maintenance

- Total replaced in Moss Beach and Montara is 1,220 meters since replacements began.
- 1/10/24 - Removed and replaced 20ft of steel pipework at Pillar Ridge Treatment Plant with 2" sch80 and a new cl2 injection point.
- 1/18/24 – HACH technician repaired failed nitrate analyzer wiper motor at Airport North.
- 1/22/24 - Cleaned rain gauge, dislodged debris.
- 1/22/24 – School House Tank1 cleaned, and video tapped by dive team
- 1/24/24 – Schoolhouse Tank 2 transducer needs replacement. SCADA level does not represent the actual tank level.

Conferences: The General Manager will attend the CalgovHR conference in Sonoma on March 13-15.

GM-Leave: The General Manager will be out of the office March 18-20.

RECOMMENDATION:

This is for Board information only.