



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

P.O. Box 370131
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Montara, CA 94037-0131
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To sensitively manage the natural resources entrusted to our care, to provide the people of Montara - Moss Beach with reliable, high – quality water, wastewater, and trash disposal at an equitable price, and to ensure the fiscal and environmental vitality of the district for future generations. Be open to providing other services desired by our community.

AGENDA

District Board of Directors

May 19, 2022 at 7:30 p.m.

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

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

ZOOM MEETING INFORMATION:

WEBSITE: <https://us02web.zoom.us/j/89166603953?pwd=GDTCDukfrPJJ18S3GY0W-sUhD8QCKX.1>

MEETING ID: 891 6660 3953

Password: 537736

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. 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.

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

CALL TO ORDER

ROLL CALL

PRESIDENT’S STATEMENT

ORAL COMMENTS (Items other than those on the agenda)

PUBLIC HEARING

CONSENT AGENDA

1. [Approve Minutes for Regular Scheduled Board Meeting April 7, and April 21, 2022.](#)
2. [Approve Financial Statements for March 2022.](#)
3. [Approve Warrants for May 1, 2022.](#)
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 February 2022.](#)

OLD BUSINESS (none)
NEW BUSINESS

1. [Review and Possible Action Concerning Remote Meetings During Emergency Conditions Under Government Code Section 54953 of the Brown Act.](#)
2. [Review and Possible Action Concerning 2022/2023 Draft Water and Sewer Budget.](#)

REPORTS

1. Sewer Authority Mid-Coastside Meetings (Slater-Carter).
2. MidCoast Community Council Meeting (Slater-Carter).
3. CSDA Report (Lohman).
4. LAFCo Report (Lohman).
5. Attorney's Report (Fitzgerald).
6. Directors' Reports.
7. [General Manager's Report \(Heldmaier\).](#)

FUTURE AGENDAS

CONVENE IN CLOSED SESSION

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

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

Case Name: *Sabrina Brennan v. Montara Water and Sanitary District* (San Mateo County Superior Court No. 8345693)

CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION

Significant Exposure to Litigation pursuant to paragraph (2) of subdivision (d) of Gov. Code § 54956.9 (1 potential case)

CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION

(Government Code §54956.9(d)(4)) Initiation of Litigation (1 potential cases)

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code §54956.8)

Property: 771 Rivera Rd., Montara, CA

Agency Negotiators: District General Manager; District General Counsel Negotiating parties: Coast Wholesale Florists, a corporation/Miller-Havice Ranch Under Negotiation: Price and Terms of Payment.

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
April 7, 2022

MINUTES

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

REGULAR SESSION BEGAN AT 7:32 p.m.

CALL TO ORDER

ROLL CALL

Directors Present: Boyd, Dekker, Harvey, Lohman and Slater-Carter

Directors Absent: none

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

Others Present: District Counsel, Christine Fitzgerald
District Accountant, Peter Medina
Sewer Authority Mid-Coastside, General Manager Kishen Prathivadi
Sewer Authority Mid-Coastside, George Evans
Sewer Authority Mid-Coastside, Tim Costello
Sewer Authority Mid-Coastside, Gabriel Aguilar

PRESIDENT'S STATEMENT –

It was hot today, and it is a good reminder that they are in the middle of a drought, and it behooves everyone to be mindful of how they are using water. Keep it up and stay water wise and preserve what they can for the eventuality of when there isn't quite enough. In the meantime, they will work hard to keep the system up to date and in good order, so they are ready for whatever comes.

ORAL COMMENTS - none

PUBLIC HEARING – none

CONSENT AGENDA

- 1. Approve Minutes for Regular Scheduled Board Meeting March 3, 2022, and Personnel Committee Meetings March 21, 28, and 31, 2022.**
- 2. Approve Financial Statements for February 2022**
- 3. Approve Warrants for April 1, 2022**
- 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 January 2022**

Director Dekker made a motion to approve the Consent Agenda items 1-10, and Director Lohman seconded the motion. A roll-call vote was taken, and the motion passed unanimously 5-0.

OLD BUSINESS - none

NEW BUSINESS

- 1. Review and Possible Action Concerning Remote Meetings During Emergency Conditions Under Government Code Section 54953 of the Brown Act.**

General Manager Clemens Heldmaier stated this resolution allows them to hold this meeting and the second meeting via teleconference this month. Staff recommendation is to adopt the Resolution authorizing remote teleconference meetings of the Board of Directors of the Montara Water & Sanitary District under Government Code Section 54953 of the Brown Act during existence of State of Emergency conditions related to the Covid-19 Pandemic.

Director Slater-Carter made a motion to adopt the Resolution authorizing remote teleconference meetings of the Board of Directors of the Montara Water & Sanitary District under Government Code Section 54953 of the Brown Act During Existence

of State of Emergency Conditions Related to the Covid-19 Pandemic. Director Lohman seconded the motion. A roll-call vote was taken, and the motion passed unanimously 5-0.

2. Receipt of District Transparency Certificate of Excellence from the Special District Leadership Foundation.

General Manager Clemens Heldmaier was pleased to announce that the Montara Water and Sanitary District (MWSD) was awarded the District Transparency Certificate of Excellence by the Special District Leadership Foundation (SDLF). He thanked Director Lohman and all the other directors for their hard work in completing all tasks. Unfortunately, he was not able to schedule the actual receipt of the certificate tonight—perhaps at a subsequent meeting. This allows them to put a logo next to the MWSD logo, as well other benefits and being able to claim they are a transparent district.

Director Slater-Carter added that this is valid for three years, and they should be able to keep their certifications up without any problems. She would also like to see a statement somewhere that the policy of this district to maintain its certification standards and status. Maybe it could be added to the top of the website. She wants the public to realize this is important to them.

General Manager Clemens Heldmaier said that press releases were sent to Coastside Buzz, the Half Moon Bay Review, and is also posted on the website.

Director Slater-Carter suggested it be added underneath the mission statement. It is their responsibility to the community they serve to maintain this status.

Director Dekker said he saw the extensive questionnaire for this certificate and appreciates the work General Manager Clemens Heldmaier and Director Lohman put into it to get it done.

Director Boyd added maybe they could get a little bit of a summary of that next time if SDLA is available to present the certificate. He thanked General Manager Clemens Heldmaier and Director Lohman for organizing and managing all that was needed to get this done.

3. Review and Possible Action Concerning Sewer Authority Mid-Coastside Fiscal Year 2022-2023 General and Collections Budget.

General Manager Clemens Heldmaier was pleased to report that the SAM Board authorized the SAM Collections Budget for Fiscal Year 2022/23 to be sent to the member agencies for review and approval one month earlier than last year. The overall General Budget will increase by about a million dollars or 13% over the prior Fiscal Year. Most of that is inflationary cost increases.

MWSD's assessment for the General Budget would increase by \$161,428 dollars, or 11% over the last fiscal year. The Collections Budget is expected to decrease by \$125,755 dollars, or 14% over the prior Fiscal Year, because SAM is not buying any major equipment this year. The 2022/23 collections assessment for MWSD is \$284,186 dollars. Staff recommendation is to adopt the Resolution of the Montara Water and Sanitary District approving and adopting Fiscal Year 2022-2023 Sewer Authority Mid-Coastside Wastewater Collection System Contract Services Budget and adopt the Resolution of the Montara Water and Sanitary District consenting to approval by Sewer Authority Mid-Coastside of its General Budget for Fiscal Year 2022-2023. General Manager Kishen Prathivadi, George Evans, Tim Costello, and Peter Medina are present to answer questions.

Director Slater-Carter stated that the MWSD contract fees are much higher than the other two agencies, due to a complex system there, resulting in more equipment costs and maintenance. She believes that the higher costs are due, in part, to the plant being in Half Moon Bay. If the sewer had stayed in Montara, they wouldn't as many costs.

General Manager Clemens Heldmaier said it is due to the topography of Montara and Moss Beach, and the number of pumpstations that have to be maintained.

General Manager Kishen Prathivadi stated that Montara has a major share of the Collections budget because of the 13 pumpstations that have to be maintained three times a week. Half Moon Bay has three lift stations that they maintain once a week, and Granada has one lift station that is maintained once a week. There is a decrease of 14%, because last year they had to purchase a truck (Pipe Hunter) that cost around \$200,000 dollars. As for the General budget, the increase is due to inflation, the CIP increase, and a marginal increase in the infrastructure budget.

Director Boyd thanked everyone for doing such a great job on the budget.

Director Dekker thanked Kishen Prathivadi, and his team, including Peter Medina for the dramatic improvement in the financial reporting.

Director Slater-Carter added that a large portion of the budget was for labor and benefits. The crew consists of local people, and the money stays in the community. They support our community and are not a company from over the hill.

Director Dekker made a motion to adopt two resolutions: the Resolution of the Montara Water and Sanitary District Approving and Adopting Fiscal Year 2022-2023 Sewer Authority Mid-Coastside Wastewater Collection System Contract Services Budget and adopt the Resolution of the Montara Water and Sanitary District Consenting to Approval by Sewer Authority Mid-Coastside of its General Budget for Fiscal Year 2022-2023. Director Lohman seconded the motion. A roll-call vote was taken, and the motion passed unanimously 5-0.

4. Review and Possible Action Concerning Draft Water and Sewer Budget.

General Manager Clemens Heldmaier announced that they are in the beginning stages of the budgeting process and are waiting for the March financial data and sewer flows. The water and sewer CIPs are currently being reviewed and need to be integrated. Staff recommendation is to refer the budget to the Finance Committee. After the Finance Committee has reviewed and approved the budget, it will be brought back to the Board.

Director Boyd asked if anything should be highlighted.

General Manager Clemens Heldmaier replied that it is a little too early for this. He is looking for input from the Board.

Director Boyd commented SAM set aside money for security issues. Are they considering increasing their security posture with their electronic systems?

General Manager Clemens Heldmaier said they have done some things on a small scale.

Director Dekker recalls they talked about cyber security.

Director Boyd replied that the kind of conflict that they had in mind when they were thinking about these things has manifested. With the war in Eastern Europe the likelihood is increasing that they are going to see attempts at disrupting utilities. That might be an area to consider further. He gave direction to take this to the Finance Committee.

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

General Manager Clemens Heldmaier stated this is an annual item. Staff recommendation is to authorize the filing of the Annual Connection Report with the District Clerk.

District Accountant Peter Medina stated this annual report highlights what the District collected in connection fees for water and sewer connection fees. SB 1760 highlights the reasonableness of connection fees. And the way they do this is by comparing it to the capital costs incurred for the year. The connection fees that were collected were spent on capital improvement. These numbers tie out with their audit fiscal year end June 30, 2021. This report goes back to 2009, when SB 1760 was approved.

Gregg Dieguez said he has been working on a project on the capital adequacy of public works and also assembling a benchmark database with two methods of calculating capital adequacy and the implications for connection fees, reserve and rates. It is too preliminary to comment on it. In reference to connection fees, they are too low.

Director Boyd added that after they lifted the water moratorium, they had to do a lot of work to anticipate at what rate would people apply to connect to the system. It was a slow start. Now, they have a good set of data about the rates to make much better-informed projections.

Director Slater-Carter made a motion to authorize the filing of the Annual Connection Report with the District Clerk. Director Harvey seconded the motion. A roll call vote was taken, and the motion passed unanimously 5-0.

REPORTS

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

General Manager Kishen Prathivadi stated that at the last SAM meeting they discussed the General and Collections budget discussed this evening. The General Managers report covered the capital improvement plans with an overview of the status of the projects. They are in the process of installing a probe which can measure chemical oxygen demand (COD) in real time. It measures carbon consumption rate, and they will need to calibrate it with COD. It can be hooked up to the SCADA as well as get real time data by logging into the Internet. It will be easier to keep track of the process, plant upsets and possibly make adjustments, if required. SAM also received the California Sanitation Risk Management Agency (CSRMA) award for excellence. They received a plaque, banner, and personal gift cards for all employees.

Director Boyd added that CSRMA underwrites their insurance. He congratulated them.

Director Slater-Carter commented she is excited about the COD equipment. She commended the general manager for using the latest technologies to protect the environment.

General Manager Clemens Heldmaier asked if the COD units can be tied to SCADA. Does he have any plans for that? And set alarms?

General Manager Kishen Prathivadi replied that it sends alerts, alarms, and/or notifications if it exceeds a specific range. He also invited everyone to take a plant tour of the sewer plant. Usually, tours are given on Wednesday, but they can work around their schedule.

Director Dekker asked how much the probes costs.

General Manager Kishen Prathivadi said the probes are \$4000 dollars for a six-month trial. If they like it, they can purchase two new probes for \$10,000, with no other serviced attached to them.

Director Boyd added the report on the Electrical Reliability Study was very good. It was tangible and highly motivating.

Director Slater-Carter commented that the study did not address the short-term repairs needed before next year to prevent this from happening again.

Director Boyd said he suggested building a coffer dam around the entrances to areas that have a tendency to flood.

General Manager Kishen Prathivadi thanked MWSD for including them in the Hazard Mitigation Grant program, as this program is only eligible for special districts, and SAM was not able to apply independently. They are in the process of applying for two grants, through MWSD, for the relocation of the electrical building and the Princeton pumpstation.

General Manager Clemens Heldmaier added that they are applying for a separate project for the District which has benefits for SAM if approved. It is to clean up the pipe situation on Vallemar Street, and install a gravity sewer mainline in Vallemar Street, abandoning the old mainline serving homes along the Strand that is almost in the ocean, while keeping the possibility of pumping Moss Beach sewage to the Montara pumpstation if need be.

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

Gregg Dieguez stated that he spoke with John Doughty about adding wet weather storage for Half Moon Bay. And his numbers and reasoning that it was not necessary didn't make sense. In talking with other people, sewer professionals at other agencies, and doing research, this is not correct, and he will talk to Mr. Doughty again. There may be complications financially in asking Half Moon Bay to put in wet weather storage. There have also been notifications from Half Moon Bay, indicating they may have to raise sewer rates again to pay for the IPS because they are losing the lawsuit. He intends to show that Half Moon Bay did not raise their sewer rates enough last time, and it doesn't have anything to do with the IPS. He hasn't let up on the fight against what he views as inaccurate information being told to the Half Moon Bay residents. He hopes he will have an opportunity to talk with some of the Half Moon Bay Council members before writing an article. Director Slater-Carter brought up a good wrinkle. He is also going to try to get an analysis of what it would cost Half Moon Bay to operate the SAM plant if there was no MWSD or GCSD to share costs.

Director Slater-Carter asked if this will be put in writing.

Gregg Dieguez replied that he will talk to people, then put it in writing, and publish an article in Coastside Buzz and maybe something in the MCC. Right now, he doesn't see a reason to agendize the things he is looking at.

Director Slater-Carter said it will be an important resource of accurate information based on facts. There are two sides to every story. It is important that people are not swayed by unreliable one-sided sources. She thanked Mr. Dieguez and Ms. Dragony.

Director Boyd said that in regard to raising the rates, it is easy to lose sight of simple things, like the cost of maintenance within the boundaries of the district, getting sewage to the plant, treating it, and safely disposing of it. It's not a direct one-to-one connection to what is happening at SAM. There is a way for paying for it within the district under the ground, then the rest of it.

Gregg Dieguez concurred and said that when he does an analysis and publishes the benchmark statistics, he will adjust all statistics for the members of the Joint Powers Authority to include their share of the assets at SAM.

3. California Special DA Report (Lohman) - none

4. Local Agency Formation Commission (LAFCo) Report (Lohman)

Director Lohman stated they elected a new principal director, Rob Bertolli. They passed the budget, which was less this year. They discussed several Municipal Service Reviews (MSR). Pescadero has a lot of problems with water, and they have initiated an MSR on them in the Spring. They have been doing a City of Palo Alto and East Palo Alto MSR, which will be presented soon. South San Francisco and Westborough water districts will be coming up next.

5. Attorney's Report (Fitzgerald)

District Counsel Christine Fitzgerald stated that Director Lohman will be recusing himself from the item in Closed Session agenda pertaining to Real property negotiations due to a conflict of interest under Government code section §87100. His video and audio will be turned off. He will not be in the meeting during this time.

6. Directors' Report - none

7. General Manager's Report (Heldmaier)

General Manager Clemens Heldmaier stated the May newsletter is attached which includes a full Spanish translation of the newsletter. The residents at Pillar Ridge will receive the newsletter.

FUTURE AGENDAS

BRIEF RECESS at 8:35 pm

CONVENE IN CLOSED SESSION 8:42 pm

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Government Code § 54956.9(d)(1))

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

Case Name: *Sabrina Brennan v. Montara Water and Sanitary District (San Mateo County Superior Court No. 8345693)*

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

(Government Code §54956.9 (d)(4) Initiation of Litigation (1 potential case)

CONFERENCE WITH LABOR NEGOTIATORS (Government Code §54957.6)
Unrepresented Employees

CONFERENCE WITH LABOR NEGOTIATORS (Government Code §54957.6)
Unrepresented Employee: General Manager

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code §54956.8)

Property: 771 Rivera Rd., Montara, CA

Agency Negotiators: District General Manager; District General Counsel

Negotiating parties: Coast Wholesale Florists, a corporation/Miller-Havice

Ranch Under Negotiation: Price and Terms of Payment.

REPORT OF ACTION TAKEN IN CLOSED SESSION

By unanimous vote of all members of the Board, approval was given to District's legal counsel to defend the appeal filed by the City of HMB in the case of City of HMB v. GCSD, MWSD, (Santa Clara County Sup. Ct. # 7CV316927, Court of Appeal 6th Appellate District #H049896)

ADJOURNMENT at 10:00 pm

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

Respectfully Submitted,

Signed _____
Secretary

Approved on the 19th, May 2022

Signed _____
President



MONTARA WATER & SANITARY
DISTRICT

REGULAR BOARD OF DIRECTORS MEETING
April 21, 2022

MINUTES

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

REGULAR SESSION BEGAN AT 7:32 p.m.

CALL TO ORDER

ROLL CALL

Directors Present: Boyd, Dekker, Harvey, Lohman, and Slater-Carter

Directors Absent: none

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

Others Present: District Counsel, Christine Fitzgerald
Boucher Law, Christopher Boucher

PRESIDENT'S STATEMENT –

Director Boyd stated that he enjoyed hearing the rain last night; they are just shy of 26 inches of rainfall for the year, and the average annual rainfall is 32 inches. They must remember they are still in a drought, and it is good to be water wise.

ORAL COMMENTS - none

PUBLIC HEARING - none

CONSENT AGENDA - none

OLD BUSINESS

1. Receipt of District Transparency Certificate of Excellence from the Special District Leadership Foundation (SDLF)

Director Boyd announced that this item will be continued for the next meeting, as the California Special District Association SDLF representative was not present at the meeting as anticipated.

NEW BUSINESS

1. Review and Possible Action Concerning California Senate Bill 114 COVID-19 Supplemental Sick Leave.

General Manager Clemens Heldmaier stated that SB 114 was introduced in February and allows employers with 25 or more employees to provide up to 40 hours of supplemental sick leave for employees that contract COVID-19 and/or 40 hours of supplemental sick leave for an employee caring for a family member with COVID-19. Even though they only have a staff of seven employees, sick employees are advised to stay home. This has little to no impact financially on the District. Staff recommendation is to implement the COVID-19 Supplemental paid sick leave, with a retroactive date of January 1, 2022, and a sunset date of 09-30-2022.

Christopher Boucher said this does track the current legislation for employers with 25 or more employees. The best way to look at this piece of legislation is the encouragement of voluntary compliance. If someone has been exposed and they do not have the sick leave, he/she may run the risk of coming to work and infecting others. Even though restrictions are relaxing, the number of COVID variants have increased. Given that this is such a small crew, it will alleviate some of the pressures they may have. There is no budgetary impact as the general manager has stated, and productivity would have been lost anyway. This is more of a risk management and mitigation tool, given the times they are in.

Director Slater-Carter confirmed that it ends September 30, 2022. It is only nine months. She supports this as they need to keep the crew as healthy as possible.

Director Boyd added that this fits with his current employer, and he believes that if someone is sick, he/she should stay home.

Director Lohman made a motion to approve extending COVID-19 supplemental paid sick leave to all District staff with a retroactive date of January 1, 2022, and a sunset date of September 30, 2022, consistent with the provisions of SB 114.

Director Slater-Carter seconded the motion. A roll-call vote was taken, and the motion passed unanimously 5-0.

2. Review and Possible Action Concerning Participation in State Scholarshare 529 Workplace Savings Program.

General Manager Clemens Heldmaier stated that this is college savings program offered by the California State Treasurer's Office as an after-tax direct deposit program. There are no reporting requirements, contracts or charges to the employer. The State Treasurer's Office provides support to enrolled participants. Staff recommendation is to direct the General Manger to enlist the Montara Water and Sanitary District (MWSD) as a participating agency in the State Scholarshare 529 Workplace Savings Program.

Director Slater-Carter said she thought this is a great program.

Director Boyd added that the asset fees are very low and will bring benefit to any of their employees who may find that this fits with what they are doing with their families.

Director Slater-Carter made a motion to direct the General Manger to enlist MWSD as a participating agency in the State Scholarshare 529 Workplace Savings Program. Director Lohman seconded the motion. A roll-call vote was taken, and the motion passed unanimously 5-0.

REPORTS

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

Carlisle Young, Moss Beach resident, stated she watched the MIT presentation at the SAM Board meeting, and inquired what happens to the COVID-19 in the water. Is it getting released into the ocean?

Director Slater-Carter recommended peopled take a look at the presentation. They can track the incidents from the beginning of COVID-19 in the black water stream to a rise in the number of cases subsequent to that finding.

Director Boyd added the presentation is on the SAM website (<https://samcleanswater.org/>) under the 2022 agenda item *Biobot Analytics* presentation.

General Manager Clemens Heldmaier replied that the COVID virus is probably not viable when it gets to the sewage, and treatment kills any remaining virus.

Director Harvey added that viruses have two components: proteins and DNA, and when the virus hits the wastewater, those things are released. The protein can be tested and analyzed to find the viral proteins and the more sophisticated is the test for the viral DNA. The cells are not viable but the remnants, protein and DNA, are in the wastewater.

Director Slater-Carter said at the SAM meeting besides that presentation was approval of the purchase of a submersible chopper pump for the Montara pumpstation and sludge mixing pumps at the plant. They also finalized the agreement with the General Manager. She took a tour of the plant on Tuesday, and electrical work was being done, requiring all the power to be shut off. They were able to hold all of the flow from the north (Granada to Montara), while Frenchman's Creek/Miramar south and Half Moon Bay continued to flow. There was some concern about storage if the power was not restored in a timely manner. This highlights the importance of having a holding tank for more storage during routine maintenance. This will be discussed at the next SAM Board meeting on Monday.

Director Boyd added that the wastewater stream goes through chlorine contact. So, all viruses and bacteria are killed off during treatment.

Director Lohman added that the COVID testing in the wastewater is more accurate than relying on reporting and can forewarn of increases before detected clinically.

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

General Manager Clemens Heldmaier said they received a copy of a letter from JQ Oeswein to the MCC regarding the Connect-the-Coast agenda item. He suggested the letter be in the record at the MCC, and they can also put it in their records as well.

3. California Special District Association Report (Lohman) – none

4. Local Agency Formation Commission (LAFCo) Report (Lohman)

Director Lohman stated the draft of the Municipal Service Review for East Palo Alto Sanitary District was discussed and the Board voted 6-1 to adopt the draft.

The tone of the review was that the district has not been doing the required maintenance in order to keep rates low. They did have a lot of deferred maintenance, but Director Lohman wanted better definitions of what the East Palo Alto Sanitary District hadn't done, what was critical, etc. He was looking for a compromise, but no one else was interested in that. Instead, they discussed alternatives, such as the City taking over the sanitary district, or merging the district. Nothing has been decided yet.

Director Slater-Carter said she hopes the special district can get a good attorney who can cite standard practice to protect the rate payers. It is kind of like this lawsuit with Half Moon Bay. MWSD didn't want to spend the money because they didn't want the lawsuit, but in order to protect the rate payers they had to spend the money.

5. Attorney's Report (Fitzgerald)

District Counsel Christine Fitzgerald stated that Director Lohman will be recusing himself from the item in Closed Session agenda pertaining to Real property negotiations due to a conflict of interest under Government code section §87100. His video and audio will be turned off. He will not be in the meeting during this time.

6. Directors' Report

Director Slater-Carter requested OneShoreline (<https://onshoreline.org/>) make a presentation at a future meeting. It is a new agency, created by the State legislature, to address sea level rise, drought, etc. and she would like to know how this affects special districts.

7. General Manager's Report (Heldmaier) – none

FUTURE AGENDAS

OneShoreline presentation

BRIEF RECESS at 8:20 pm

CONVENE IN CLOSED SESSION 8:25 pm

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Government Code § 54956.9(d)(1))

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

Case Name: *Sabrina Brennan v. Montara Water and Sanitary District (San Mateo County Superior Court No. 8345693)*

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

CONFERENCE WITH LABOR NEGOTIATORS (Government Code §54957.6)
Unrepresented Employees

CONFERENCE WITH LABOR NEGOTIATORS (Government Code §54957.6)
Unrepresented Employee: General Manager

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code §54956.8)
Property: 771 Rivera Rd., Montara, CA
Agency Negotiators: District General Manager; District General Counsel
Negotiating parties: Coast Wholesale Florists, a corporation/Miller-Havice Ranch
Under Negotiation: Price and Terms of Payment.

REPORT OF ACTION TAKEN IN CLOSED SESSION, IF ANY

ADJOURNMENT at 10:00 pm

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

Respectfully Submitted,

Signed _____
Secretary

Approved on the 19th, May 2022

Signed _____
President

April 21, 2022

To: San Mateo County Planning Commission

Re: April 27, 2022 Planning Commission Meeting Regular Agenda Item # 6:
File # PLN2014-00430: Connect the Coastside (CTC)

The comments below are an updated summary of Midcoast ECO's previous comments to date on the CTC draft plans, with a focus on the more recent October 2021 draft.

General CTC Comments:

While the October 2021 Draft is well written to make it reader friendly, the long-range timelines and high cost projections for most of these projects raise the question as to their viability, especially considering the many agencies involved and the changing environment over the 30-year timeframe. We are very concerned that this plan may not provide timely mitigation for the impact of residential and commercial development on coastal access and environmental concerns as intended by the LCP and further that it may serve as a tool for developers to defer or avoid accountability for traffic issues related to their specific projects. In order to meet the intent of the LCP, **it is important that** certain elements of the current plan be prioritized and implemented much sooner and that **additional short-term solutions for the longer-timeline elements (e.g. roundabouts, traffic lights) be identified and implemented sooner** as well.

Below are some general points we believe are important to note:

1. **No Evacuation / Hazard Plan exists for the Coast** - A real evacuation / hazard plan for the coast does not exist and the County declares CTC "is a transportation plan that intends to improve traffic conditions for typical conditions." Connect the Coastside has provided additional information on other County emergency response and evacuation efforts on p.167 of the Plan. However, CTC does not adequately address evacuation options for the Midcoast, particularly with regard to the impact of further residential and commercial development and an increasing number of visitors.
2. **Significant costs and who will pay?** – The cost estimates totaling almost \$77 million are planning-level and conceptual and will likely be much higher and there is no funding identified for these projects. The process to secure grants and public funding is long and very competitive. The CTC team added a clause in "Overview" section of Chapter 8, "Implementation of Connect the Coastside will require strong partnerships with actors like Caltrans, other agencies, and ongoing support from the community to work together to find common ground on detailed project designs and funding mechanisms, such as pursuing competitive grants or using existing resources." With major questions on feasibility and cost still in the preliminary stage, can this CTC plan be considered 'comprehensive'?

3. **Exceedingly Long Timeline** - The project implementation timeline (Table 33) and early implementation actions (Table 34) are acknowledged as optimistic and yet many project timelines are exceedingly long. The major projects impacting the Highway 1 intersections along the Midcoast are projected to be completed beyond 8-16 years out. Completion of the Pe2 Multimodal Coastal Trail and T3 Increased Midcoast Transit Service are also out in the 8 to 16-year timeframe. These projects also require the cooperation and commitment of several key agencies (for example, Caltrans, SamTrans) who have yet to commit to this plan. Considering that residential and commercial development on the Coastside will likely progress, there is concern that the implementation timing of key projects in this CTC plan will not be completed in time to offset the traffic impacts of those developments.
4. **Transportation impacts due to visitors / non-residents are not considered** - "Connect the Coastside is intended to address LCP Policy 2.53 Transportation Management Plan, which is to address the cumulative traffic impacts of residential development. The Plan does not provide specific data on visitor-related traffic but does reference the impact of visitors more generally on travel conditions. Visitor traffic is an important consideration for the development of the recommendations and is incorporated into the analysis as part of weekend peak period traffic counts. The Plan's recommendations intend to mitigate for vehicle trips due to both residents and visitors with a focus on modal shift." --- Yet the timeline projected for the modal shift depends on implementation of transit improvements and new modes of transportation, both of which are optimistically out in the 8 to 16-year projection at best. Unless shorter-term or temporary solutions are identified, increases in traffic in the meantime will go unmitigated.
5. **LCP Policies Not Fully Addressed** - The LCP identifies specific policies that are to be part of the comprehensive traffic management plan as well as evaluation of the feasibility of in-lieu traffic fee mitigation, the expansion of public transit and the development of a mandatory lot merger program. Although the County intends to submit individual LCP amendments stemming from implementation of Connect the Coastside to the CA Coastal Commission for consideration, the above policies remain incomplete in this final draft.

Specific CTC comments:

In order to be maximally effective in offsetting the impacts of commercial and residential development as well as ongoing increases in visitor traffic, CTC should prioritize completion of the following projects in the near-term (0-8 years).

Near-term Projects (currently proposed in CTC with longer timelines - indicated in green on the attached map):



1. Add marked (Class II) bike lanes on HWY1 from Devil's Slide to HMB.
2. Improve bike/ped access on Airport St.
3. Improve bus service for schools either through the school system or through SamTrans.
4. In Moss Beach and Montara, consider a combination of reduced traffic speeds and acceleration lanes for cross traffic at a few intersections to provide near-term improvements to circulation and safety at low cost. Specifically,
 - a. Widen Cypress Av and California Av approaches to HWY1, stripe separate lanes for right and left turns onto the highway and add acceleration lanes on the highway for left turns from Cypress Av and California Av.
 - b. Upgrade the HWY1/Carlos St north intersection: no left turn from Carlos onto HWY1, add median on Carlos to channel right turn traffic onto the highway, add a right turn acceleration lane on the highway, clear vegetation on the south facing berm of the highway to improve sight distance. Also, shorten the HWY1 left turn lane approaches north to the Lighthouse and south to Carlos St to provide better separation from the left turn lane for 16th St and to eliminate "suicide arrows".
5. Add smart pedestrian crossings on HWY1 with raised medians and flashing beacons at California Av and 2nd St. (exclude Cypress Av and 16th St - explained below).
6. Remove the unsafe and poorly-located crosswalk at HWY1/Virginia Av.
7. Complete the Parallel Trail section between 16th St and 14th St in Montara to provide a much-needed safe route from Moss Beach to Farallone View Elementary School.
8. Do not extend the parallel trail on Carlos St between 16th St and California Av. Instead, construct a new HWY1 pedestrian overpass bridge near the north end of Carlos Street connecting Carlos to the MWSD frontage road. This bridge could connect the Parallel Trail from Montara to the Coastside Trail, via Vallemar Av to the Vallemar Bluff Trail or Julianna Av, then proceeding via Weinke Way to California Ave.
9. Do not change Carlos St in the Moss Beach commercial area to one-way. The change is not adequately justified, will add to highway congestion, create confusion and inconvenience for residents and visitors and will likely result in a net increase in VMT.
10. Improve bike/ped access on California Av west for Coastal Trail connection to Airport St via Dardanelle/Bluff Trails and Cypress Av. Don't encourage bike/ped use of Cypress Av west, as it is too narrow and unsafe and cannot be easily widened due to the creek.

Longer term projects (should be reassessed after the above improvements are in place and include the use of updated traffic data at that time - indicated **in red** on the attached map):

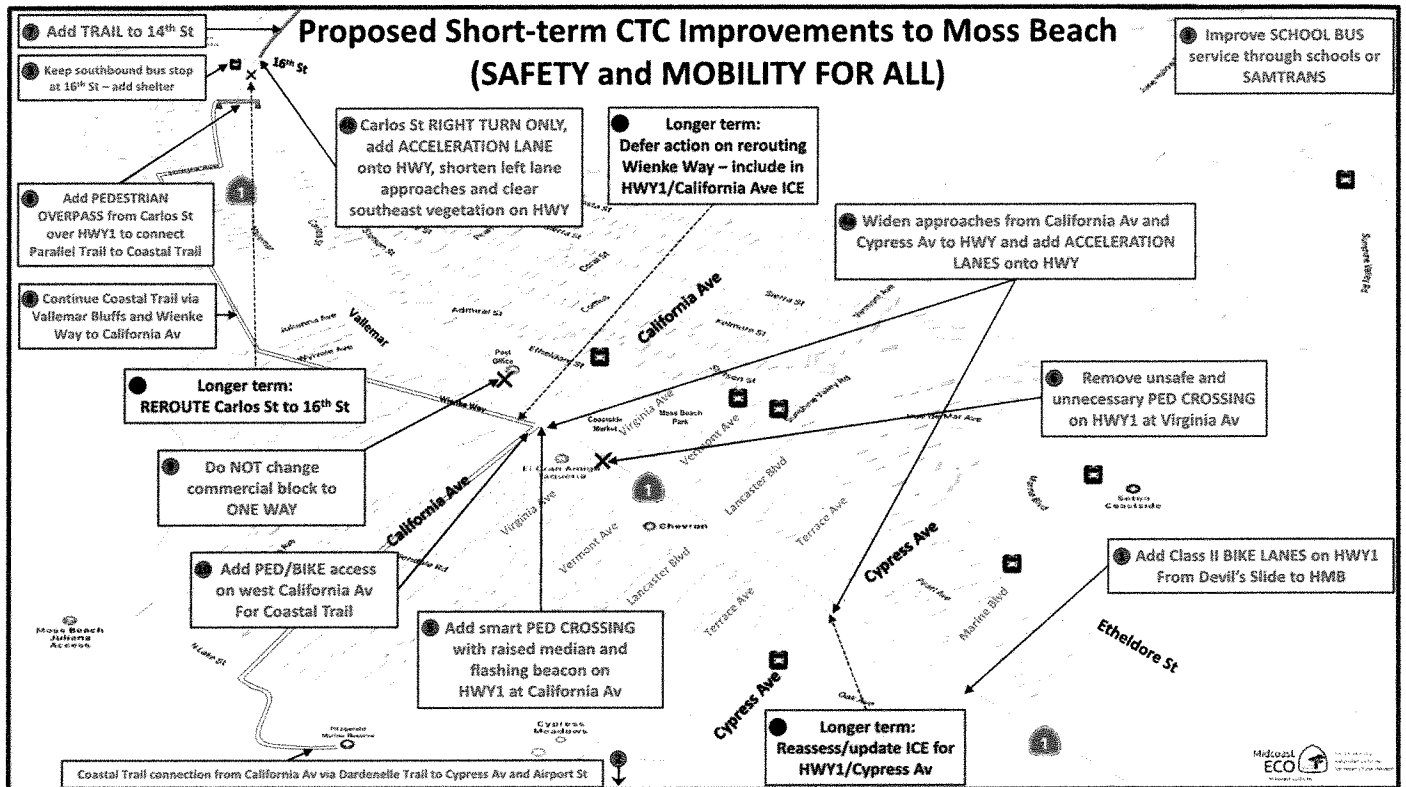
1. Perform ICE for HWY1/California Av. Include Coastal Trail access here and compare various signalization and roundabout options. Include options assessment for Wienke Way.
2. Reassess/update ICE for Hwy1/Cypress Av. Focus on vehicle traffic improvements only. Do not encourage bike/ped traffic on Cypress Av west.
3. Reassess the HWY1/16th St intersection and the Carlos/16th St realignment.

Thank you for your consideration,

Midcoast ECO Board of Directors

cc: San Mateo County Board of Supervisors
Midcoast Community Council
Mike Schaller, San Mateo County Senior Planner
Steve Monowitz, San Mateo County Community Development Director
Jill Ekas, Half Moon Bay Community Development Director
Dina El-Tawansy, Caltrans District 4 Director
Khoa Vo, San Mateo County DPW Director of Road Services
Clemens Heldmaier, Montara Water and Sanitary District General Manager
Montara Water and Sanitary District
Mike Ferreira, Sierra Club Peninsula Regional Group
Lennie Roberts, Green Foothills
Surfrider Foundation
Stephanie Rexing, North Central District Manager, CA Coastal Commission
Clay Lambert, Coastside News Group Editorial Director
Chris Johnson, Coastal Windage
Katie Faulkner
Chanda Singh

Attachment: Proposed Short-term CTC Improvements to Moss Beach



April 21, 2022

To: San Mateo County Planning Commission

Re: April 27, 2022 Planning Commission Meeting Regular Agenda Item # 6:
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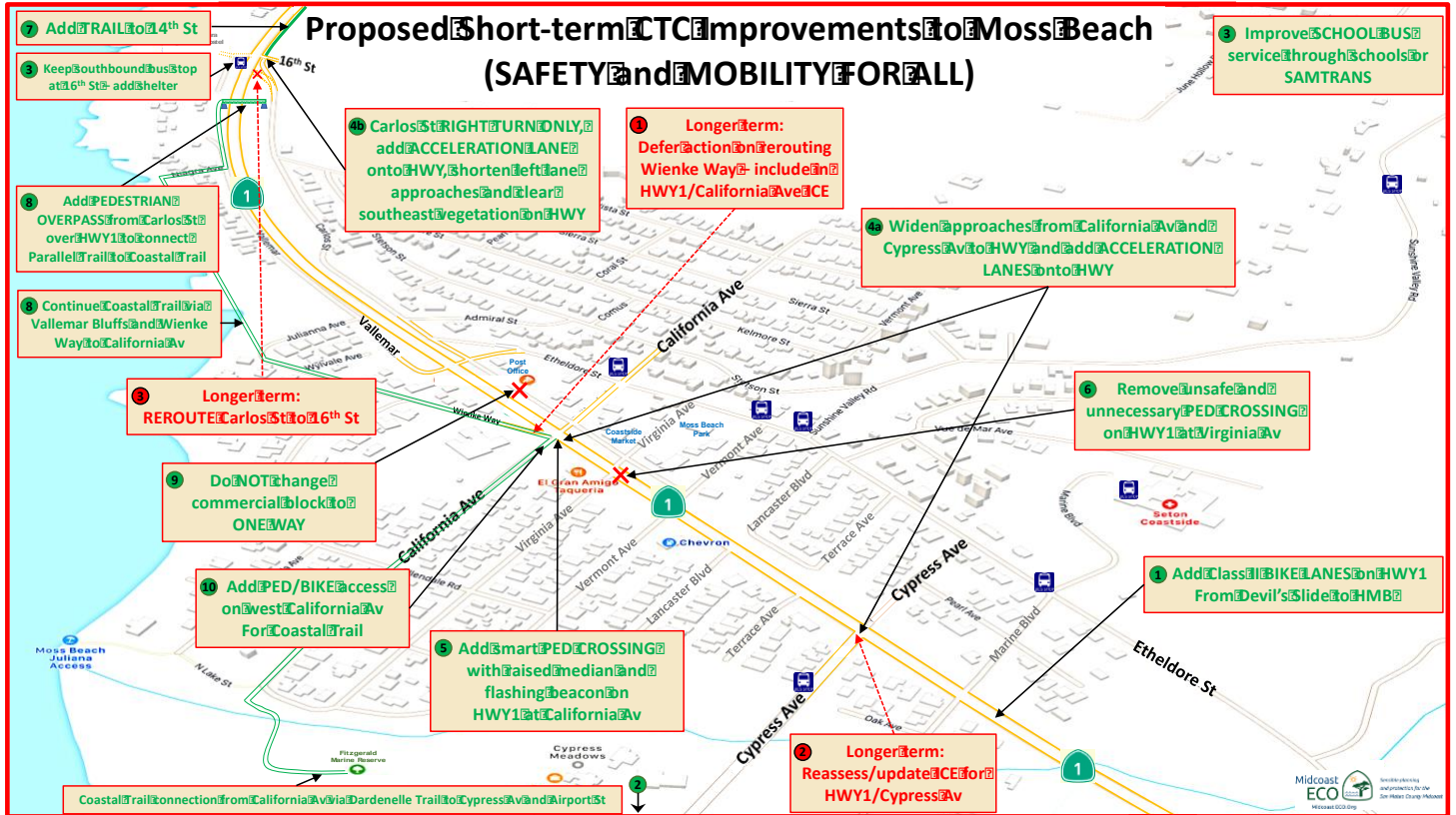
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Attachment: Proposed Short-term CTC Improvements to Moss Beach






MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: May 19, 2022

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager 

SUBJECT: Unaudited Financial Statements – Executive Summary

Budget vs. Actual – Sewer July 2021 through March 31, 2022 - Variances over \$2,000:

- 4200 Cell Tower Lease, \$5,357 above Budget – Additional receipt accrued in March for \$3,383. Variance will be below \$2,000 in April.
- 4400 Fees, \$22,983 above Budget – Remodel fees are the main driver. Following a nationwide trend, home improvement projects are causing District customers to pull permits.
- 4610 Property Tax Receipts, \$247,159 above Budget – Property taxes collected outside of budgeted months. Payment of \$837 received in March 2022.
- 4710 Sewer Service Charges, \$583,395 below Budget – Last large payment expected to be recorded in April or May depending on County timing.
- 4720 Sewer Service Refunds, Customers, \$4,416 above budget - Large refund of \$5K returned in July 2021. Variance will reduce as we progress through the fiscal year.
- **Overall Total Operating Income for the period ending March 31, 2022 was \$312,953 below budget. Total income received to date is \$2,522,016.**
- 5200 Board of Directors, \$56,732 below Budget – The expected fallout of redistricting and related election expense is no longer expected to occur this fiscal year.
- 5300 Insurance, \$3,392 above Budget – Property insurance renewal was paid in November 2021.
- 5400 Legal, \$54,905 above Budget – Larger litigation expenses incurred from July 2021 to March 2022, related to HMB vs. MWSD, GCSD.
- 5510 Maintenance, Office, \$2,877 above Budget – Expenses related to the alleviation of dry rot at District offices.
- 5610 Accounting, \$3,938 below Budget – Expenditures related to budget preparation have not yet been incurred.
- 5620 Audit, \$4,661 above Budget – Billing for services paid at the time of audit receipt in full. Variance decreases and fiscal year moves forward.
- 5630 Consulting, \$2,844 below budget – Mainly due to timing.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: **May 19, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 5640 Data Services, \$4,408 above Budget – Bill for services paid in full in August for EDS parcel management. Variance reduces as year moves forward.
- 5720 Telephone & Internet, \$13,312 above Budget – Changes to providers and plans has not yielded the desired effect.
- 5800 Labor, \$39,762 above Budget – Payroll issue identified in the 3/15/2022 payroll run, variance being investigated.
- 6170 Claims, Property Damage, \$15,000 below Budget – No claims incurred and paid to date.
- 6200 Engineering, \$17,069 above Budget – Payment for general engineering and pump station mechanical engineering.
- 6400 Pumping, \$17,891 above Budget – Payment made for emergency repairs at pump station. \$14K paid between rentals and contractors.
- 6600 Collection/Transmission, \$6,776 below Budget – No costs paid to date.
- 6910 SAM Collections, \$27,664 below Budget – Due to timing.
- 6940 SAM Maintenance, Collection Sys, \$25,827 below Budget – Related to pass through expense for collection systems repairs, minimal activity to date.
- 6950 SAM Maintenance, Pumping, \$22,859 above Budget – Large payment of \$29k made to SAM in February 2022 for pump repairs.
- **Overall Total Operating Expenses for the period ending March 31, 2022, were \$10,699 below Budget.**
- **Total overall Expenses for the period ending March 31, 2022, were \$49,314 above budget. For a net ordinary Income of \$362,268 below Budget. Actual net ordinary Income is \$285,653.**
- 7100 Connection Fees, \$38,070 below Budget – No full connections purchased in March.
- 7200 Interest Income, LAIF, \$20,768 below budget – Q2 allocation lower due to lower interest rates.
- 8000 CIP, \$173,020 below Budget – Minimal expenses due to be capitalized in March. .
- 9200 I-Bank Loan, \$8,827 below Budget - Due to timing.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: **May 19, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

Budget vs. Actual – Water July 2021 thru February 28, 2022 - Variances over \$2,000:

- 4400 Fees, \$88,975 above Budget – Main driver is related to mainline extension fees collected.
- 4610 Property Tax Receipts, \$247,159 above Budget – Property taxes collected outside of budgeted months. Payment of \$837 received in March 2022.
- 4740 Testing Backflow, \$7,980 above Budget – Due to timing of collections from testing.
- 4810 Water Sales, Domestic, \$88,713 below Budget – Difference mainly due to timing of collections.
- **Overall Total Operating Income for the period ending March 31, 2022 was \$256,226 above budget. Total revenue received to date is \$1,682,340.**
- 5200 Board of Directors, \$56,732 below Budget – The expected fallout of redistricting and related election expense is no longer expected to occur this fiscal year.
- 5240 CDPH Fees, \$5,957 above Budget – Fee is paid one-time annually. Variance will decrease as the fiscal year moves forward.
- 5300 Insurance, \$2,756 above Budget – Variance will balance out further into fiscal year.
- 5350 LAFCO Assessment, \$2,250 below Budget – No costs paid to date.
- 5400 Legal, \$48,823 below Budget – Majority of District Counsel time has been spent working on Sewer enterprise matters.
- 5510 Maintenance, Office, \$3,451 above Budget – Expenses related to the alleviation of dry rot at District offices.
- 5550 Postage, \$3,575 above Budget – Due to increased mail interaction with Water customers.
- 5560 Printing & Publishing, \$2,718 below Budget – Costs have been reduced by utilization of District public relations personnel.
- 5610 Accounting, \$3,938 below Budget – Expenditures related to budget preparation have not yet been incurred.
- 5620 Audit, \$4,661 above Budget – Billing for services paid at the time of audit receipt in full. Variance decreases and fiscal year moves forward.
- 5640 Data service, \$5,524 below Budget – Bill for services paid in full in August for EDS parcel management. Variance reduces as year moves forward.
- 5720 Telephone & Internet, \$14,884 above Budget - Changes to providers and plans has not yielded the desired effect.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: May 19, 2022

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 5800 Labor, \$51,997 below Budget – Difference due to being down one Water Operator for a number of months due to injury outside the workplace.
- 6170 Claims, Property Damage, \$7,500 below Budget – No claims incurred and paid to date.
- 6180 Communications, \$7,503 below Budget – costs related to Calcon have been held in check.
- 6195 Education & Training, \$5,750 below Budget – Anticipated costs have not yet been incurred.
- 6200 Engineering, \$63,000 below Budget – Majority of costs have been capital in nature.
- 6320 Equipment & Tools, Expensed, \$4,300 above Budget – Due to the need for specific tools not currently in the District's inventory.
- 6370 Lab Supplies & Equipment, \$2,357 above budget – Significant purchase of supplies made in March.
- 6400 Pumping, \$9,486 below Budget – True up bill was incurred in February for \$13.8K, which was less than anticipated.
- 6500 Supply, \$15,200 below Budget – Water purchases for Q1 2022 has not yet been received and paid.
- 6600 Collection/Transmission, \$10,541 above Budget – Large maintenance costs incurred due to contractors maintenance of service lines.
- 6700 Treatment, \$19,909 above Budget – Due to the purchase of meters.
- **Overall Total Operating Expenses for the period ending March 31, 2022 were \$68,977 below Budget.**
- **Total overall Expenses for the period ending March 31, 2022 were \$201,524 below budget. For a net ordinary income of \$457,750 budgeted vs. actual. Actual net ordinary income is \$558,453.**
- 7100 Connection Fees, \$79,954 above Budget – No full connections sold in March 2022.
- 7600 Bond Revenues, G.O. \$159,737 below Budget - Due to timing.
- 7650 Water System Reliability, \$624,580 above Budget – Funds received from the County are allocated on a receipt by receipt basis. Budget will be established in future years.
- 8000 CIP, \$464,724 below Budget – Projects are currently on-going and others are being planned.
- 9100 GO Bond interest expense \$33,377 below Budget - Due to timing.
- 9150 SRF Loan, \$33,819 below Budget – Due to timing.

RECOMMENDATION:



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: May 19, 2022

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

This is for Board information only

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2021 through March 2022

	Sewer		
	Jul '21 - Mar 22	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 · Cell Tower Lease	63,271.82	57,915.00	5,356.82
4400 · Fees			
4410 · Administrative Fee (New Constr)	6,259.00	2,700.00	3,559.00
4420 · Administrative Fee (Remodel)	0.00	749.97	-749.97
4430 · Inspection Fee (New Constr)	5,918.00	2,625.03	3,292.97
4440 · Inspection Fee (Remodel)	0.00	749.97	-749.97
4450 · Mainline Extension Fees	6,000.00		
4460 · Remodel Fees	14,630.98	2,999.97	11,631.01
Total 4400 · Fees	32,807.98	9,824.94	22,983.04
4510 · Grants	136.00		
4610 · Property Tax Receipts	386,034.15	138,875.00	247,159.15
4710 · Sewer Service Charges	2,029,958.62	2,613,354.03	-583,395.41
4720 · Sewer Service Refunds, Customer	-8,165.92	-3,750.03	-4,415.89
4760 · Waste Collection Revenues	17,901.42	18,749.97	-848.55
4990 · Other Revenue	71.52		
Total Income	2,522,015.59	2,834,968.91	-312,953.32
Gross Profit	2,522,015.59	2,834,968.91	-312,953.32
Expense			
5000 · Administrative			
5190 · Bank Fees	5,073.31	5,249.97	-176.66
5200 · Board of Directors			
5210 · Board Meetings	2,700.00	2,250.00	450.00
5220 · Director Fees	4,693.38	5,625.00	-931.62
5230 · Election Expenses	0.00	56,250.00	-56,250.00
Total 5200 · Board of Directors	7,393.38	64,125.00	-56,731.62
5250 · Conference Attendance	722.17	1,874.97	-1,152.80
5270 · Information Systems	3,424.24	2,999.97	424.27
5300 · Insurance			
5310 · Fidelity Bond	0.00	375.03	-375.03
5320 · Property & Liability Insurance	8,057.29	3,750.03	4,307.26
Total 5300 · Insurance	8,057.29	4,125.06	3,932.23
5350 · LAFCO Assessment	0.00	1,874.97	-1,874.97
5400 · Legal			
5430 · General Legal	50,548.76	150,000.03	-99,451.27
5440 · Litigation	154,355.89		
Total 5400 · Legal	204,904.65	150,000.03	54,904.62

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2021 through March 2022

	Sewer		
	Jul '21 - Mar 22	Budget	\$ Over Budget
5510 · Maintenance, Office	8,877.04	6,000.03	2,877.01
5530 · Memberships	3,807.50		
5540 · Office Supplies	5,438.86	4,875.03	563.83
5550 · Postage	70.00	299.97	-229.97
5560 · Printing & Publishing	487.70	1,125.00	-637.30
5600 · Professional Services			
5610 · Accounting	25,312.50	29,250.00	-3,937.50
5620 · Audit	13,660.50	10,125.00	3,535.50
5630 · Consulting	34,656.51	37,500.03	-2,843.52
5640 · Data Services	9,283.00	4,875.03	4,407.97
5650 · Labor & HR Support	1,921.50	1,874.97	46.53
5660 · Payroll Services	760.62	749.97	10.65
Total 5600 · Professional Services	85,594.63	84,375.00	1,219.63
5710 · San Mateo Co. Tax Roll Charges	119.00	150.03	-31.03
5720 · Telephone & Internet	28,312.33	15,000.03	13,312.30
5730 · Mileage Reimbursement	195.30	150.03	45.27
5740 · Reference Materials	0.00	0.00	0.00
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	17,083.43	13,772.97	3,310.46
5820 · Employee Benefits	34,128.00	32,867.28	1,260.72
5830 · Disability Insurance	1,326.78	1,455.75	-128.97
5840 · Payroll Taxes	33,253.78	15,051.78	18,202.00
5850 · PARS	14,036.75	13,452.03	584.72
5900 · Wages			
5910 · Management	102,840.90	88,902.72	13,938.18
5920 · Staff	105,503.30	105,493.50	9.80
5930 · Staff Certification	1,575.00	1,350.00	225.00
5940 · Staff Overtime	3,160.11	254.97	2,905.14
Total 5900 · Wages	213,079.31	196,001.19	17,078.12
5960 · Worker's Comp Insurance	1,220.81	1,766.25	-545.44
Total 5800 · Labor	314,128.86	274,367.25	39,761.61
Total 5000 · Administrative	676,606.26	616,592.34	60,013.92
6000 · Operations			
6170 · Claims, Property Damage	0.00	15,000.03	-15,000.03
6195 · Education & Training	93.00	749.97	-656.97
6200 · Engineering			
6220 · General Engineering	39,569.20	22,500.00	17,069.20
Total 6200 · Engineering	39,569.20	22,500.00	17,069.20

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2021 through March 2022

	Sewer		
	Jul '21 - Mar 22	Budget	\$ Over Budget
6320 · Equipment & Tools, Expensed	0.00	0.00	0.00
6330 · Facilities			
6335 · Alarm Services	3,846.21	3,750.03	96.18
6337 · Landscaping	5,400.00	4,500.00	900.00
Total 6330 · Facilities	9,246.21	8,250.03	996.18
6400 · Pumping			
6410 · Pumping Fuel & Electricity	36,742.01	33,750.00	2,992.01
6420 · Pumping Maintenance, Generators	5,782.49		
6430 · Pumping Maintenance, General	9,116.76		
Total 6400 · Pumping	51,641.26	33,750.00	17,891.26
6600 · Collection/Transmission			
6660 · Maintenance, Collection System	724.00	7,499.97	-6,775.97
Total 6600 · Collection/Transmission	724.00	7,499.97	-6,775.97
6770 · Uniforms	0.00	150.03	-150.03
6800 · Vehicles			
6810 · Fuel	440.50	749.97	-309.47
6820 · Truck Equipment, Expensed	0.00	119.97	-119.97
6830 · Truck Repairs	54.44	749.97	-695.53
Total 6800 · Vehicles	494.94	1,619.91	-1,124.97
6900 · Sewer Authority Midcoastside			
6910 · SAM Collections	221,315.28	248,979.78	-27,664.50
6920 · SAM Operations	1,157,140.20	1,149,455.97	7,684.23
6940 · SAM Maintenance, Collection Sys	4,172.90	29,999.97	-25,827.07
6950 · SAM Maintenance, Pumping	75,359.17	52,499.97	22,859.20
Total 6900 · Sewer Authority Midcoastside	1,457,987.55	1,480,935.69	-22,948.14
Total 6000 · Operations	1,559,756.16	1,570,455.63	-10,699.47
Total Expense	2,236,362.42	2,187,047.97	49,314.45
Net Ordinary Income	285,653.17	647,920.94	-362,267.77
Other Income/Expense			
Other Income			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	32,307.00	74,999.97	-42,692.97
7120 · Connection Fees (Remodel)	40,114.50	37,500.03	2,614.47
7100 · Connection Fees - Other	2,009.00		
Total 7100 · Connection Fees	74,430.50	112,500.00	-38,069.50
7200 · Interest Income - LAIF	9,232.03	30,000.00	-20,767.97

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2021 through March 2022

	Sewer		
	Jul '21 - Mar 22	Budget	\$ Over Budget
Total 7000 · Capital Account Revenues	83,662.53	142,500.00	-58,837.47
Total Other Income	83,662.53	142,500.00	-58,837.47
Other Expense			
8000 · Capital Improvement Program			
8075 · Sewer	1,256,641.44	1,429,751.25	-173,109.81
Total 8000 · Capital Improvement Program	1,256,641.44	1,429,751.25	-173,109.81
9000 · Capital Account Expenses			
9125 · PNC Equipment Lease Interest	8,052.47	8,841.50	-789.03
9200 · I-Bank Loan	11,872.96	20,700.00	-8,827.04
Total 9000 · Capital Account Expenses	19,925.43	29,541.50	-9,616.07
Total Other Expense	1,276,566.87	1,459,292.75	-182,725.88
Net Other Income	-1,192,904.34	-1,316,792.75	123,888.41
Net Income	-907,251.17	-668,871.81	-238,379.36

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2021 through March 2022

	Water		
	Jul '21 - Mar 22	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 · Cell Tower Lease	0.00	0.00	0.00
4400 · Fees			
4410 · Administrative Fee (New Constr)	7,397.00	3,750.03	3,646.97
4420 · Administrative Fee (Remodel)	569.00		
4430 · Inspection Fee (New Constr)	7,339.00	2,999.97	4,339.03
4440 · Inspection Fee (Remodel)	538.00	749.97	-211.97
4450 · Mainline Extension Fees	82,882.40	2,250.00	80,632.40
4460 · Remodel Fees	0.00	0.00	0.00
Total 4400 · Fees	98,725.40	9,749.97	88,975.43
4510 · Grants	136.00		
4610 · Property Tax Receipts	386,034.09	138,875.00	247,159.09
4710 · Sewer Service Charges	186.20		
4740 · Testing, Backflow	21,480.00	13,500.00	7,980.00
4760 · Waste Collection Revenues	490.83		
4810 · Water Sales, Domestic	1,336,286.80	1,424,999.97	-88,713.17
4850 · Water Sales Refunds, Customer	-3,054.63	-2,250.00	-804.63
4990 · Other Revenue	816.35		
Total Income	1,841,101.04	1,584,874.94	256,226.10
Gross Profit	1,841,101.04	1,584,874.94	256,226.10
Expense			
5000 · Administrative			
5190 · Bank Fees	2,493.72	1,125.00	1,368.72
5200 · Board of Directors			
5210 · Board Meetings	2,700.00	2,250.00	450.00
5220 · Director Fees	4,693.38	5,625.00	-931.62
5230 · Election Expenses	0.00	56,250.00	-56,250.00
Total 5200 · Board of Directors	7,393.38	64,125.00	-56,731.62
5240 · CDPH Fees	15,706.51	9,749.97	5,956.54
5250 · Conference Attendance	722.16	2,250.00	-1,527.84
5270 · Information Systems	3,424.26	3,750.03	-325.77

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2021 through March 2022

	Water		
	Jul '21 - Mar 22	Budget	\$ Over Budget
5300 · Insurance			
5310 · Fidelity Bond	0.00	375.03	-375.03
5320 · Property & Liability Insurance	6,881.29	3,750.03	3,131.26
Total 5300 · Insurance	6,881.29	4,125.06	2,756.23
5350 · LAFCO Assessment	0.00	2,250.00	-2,250.00
5400 · Legal			
5430 · General Legal	55,366.75	105,000.03	-49,633.28
5440 · Litigation	810.00		
Total 5400 · Legal	56,176.75	105,000.03	-48,823.28
5510 · Maintenance, Office	9,451.42	6,000.03	3,451.39
5530 · Memberships	19,844.50	20,250.00	-405.50
5540 · Office Supplies	5,537.23	4,875.03	662.20
5550 · Postage	10,325.10	6,750.00	3,575.10
5560 · Printing & Publishing	1,032.16	3,750.03	-2,717.87
5600 · Professional Services			
5610 · Accounting	25,312.50	29,250.00	-3,937.50
5620 · Audit	13,660.50	10,125.00	3,535.50
5630 · Consulting	36,511.43	41,249.97	-4,738.54
5640 · Data Services	10,399.50	4,875.03	5,524.47
5650 · Labor & HR Support	1,921.50	1,500.03	421.47
5660 · Payroll Services	760.64	749.97	10.67
Total 5600 · Professional Services	88,566.07	87,750.00	816.07
5710 · San Mateo Co. Tax Roll Charges	119.00	0.00	119.00
5720 · Telephone & Internet	33,633.91	18,749.97	14,883.94
5730 · Mileage Reimbursement	301.30	1,125.00	-823.70
5740 · Reference Materials	0.00	600.03	-600.03
5790 · Other Administrative	65.61	0.00	65.61
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	36,415.88	33,047.28	3,368.60
5820 · Employee Benefits	90,883.06	80,457.03	10,426.03
5830 · Disability Insurance	3,096.72	3,493.53	-396.81
5840 · Payroll Taxes	34,673.14	37,839.78	-3,166.64

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2021 through March 2022

	Water		
	Jul '21 - Mar 22	Budget	\$ Over Budget
5850 · PARS	29,988.52	28,787.22	1,201.30
5900 · Wages			
5910 · Management	102,841.08	88,902.72	13,938.36
5920 · Staff	331,882.72	395,195.22	-63,312.50
5930 · Staff Certification	8,775.00	8,550.00	225.00
5940 · Staff Overtime	38,245.24	43,249.50	-5,004.26
5950 · Staff Standby	19,981.86	20,792.25	-810.39
Total 5900 · Wages	501,725.90	556,689.69	-54,963.79
5960 · Worker's Comp Insurance	6,392.21	14,857.47	-8,465.26
Total 5800 · Labor	703,175.43	755,172.00	-51,996.57
Total 5000 · Administrative	964,849.80	1,097,397.18	-132,547.38
6000 · Operations			
6160 · Backflow Prevention	994.31	749.97	244.34
6170 · Claims, Property Damage	0.00	7,499.97	-7,499.97
6180 · Communications			
6185 · SCADA Maintenance	2,136.94	9,749.97	-7,613.03
6180 · Communications - Other	110.16		
Total 6180 · Communications	2,247.10	9,749.97	-7,502.87
6195 · Education & Training	1,000.32	6,750.00	-5,749.68
6200 · Engineering			
6220 · General Engineering	2,150.00	15,000.03	-12,850.03
6230 · Water Quality Engineering	24,860.01	74,999.97	-50,139.96
Total 6200 · Engineering	27,010.01	90,000.00	-62,989.99
6320 · Equipment & Tools, Expensed	10,299.89	6,000.03	4,299.86
6330 · Facilities			
6335 · Alarm Services	711.81	1,500.03	-788.22
6337 · Landscaping	13,039.05	11,250.00	1,789.05
Total 6330 · Facilities	13,750.86	12,750.03	1,000.83
6370 · Lab Supplies & Equipment	5,356.74	2,999.97	2,356.77
6380 · Meter Reading	119.13	375.03	-255.90
6400 · Pumping			
6410 · Pumping Fuel & Electricity	64,414.01	67,500.00	-3,085.99

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2021 through March 2022

	Water		
	Jul '21 - Mar 22	Budget	\$ Over Budget
6420 · Pumping Maintenance, Generators	4,170.00	7,499.97	-3,329.97
6430 · Pumping Maintenance, General	1,076.11	3,750.03	-2,673.92
6440 · Pumping Equipment, Expensed	129.31	524.97	-395.66
Total 6400 · Pumping	69,789.43	79,274.97	-9,485.54
6500 · Supply			
6510 · Maintenance, Raw Water Mains	253.13	1,874.97	-1,621.84
6520 · Maintenance, Wells	5,765.82	11,250.00	-5,484.18
6530 · Water Purchases	18,156.39	26,250.03	-8,093.64
Total 6500 · Supply	24,175.34	39,375.00	-15,199.66
6600 · Collection/Transmission			
6610 · Hydrants	5,690.20	3,750.03	1,940.17
6620 · Maintenance, Water Mains	41,166.14	37,500.03	3,666.11
6630 · Maintenance, Water Svc Lines	7,909.82	15,000.03	-7,090.21
6640 · Maintenance, Tanks	437.50	3,750.03	-3,312.53
6650 · Maint., Distribution General	6,534.61	7,499.97	-965.36
6670 · Meters	19,302.69	2,999.97	16,302.72
Total 6600 · Collection/Transmission	81,040.96	70,500.06	10,540.90
6700 · Treatment			
6710 · Chemicals & Filtering	30,830.11	15,000.03	15,830.08
6720 · Maintenance, Treatment Equip.	8,314.91	11,250.00	-2,935.09
6730 · Treatment Analysis	29,513.68	22,500.00	7,013.68
Total 6700 · Treatment	68,658.70	48,750.03	19,908.67
6770 · Uniforms	763.97	1,500.03	-736.06
6800 · Vehicles			
6810 · Fuel	6,468.18	5,249.97	1,218.21
6820 · Truck Equipment, Expensed	1,395.20	1,500.03	-104.83
6830 · Truck Repairs	1,786.47	3,750.03	-1,963.56
Total 6800 · Vehicles	9,649.85	10,500.03	-850.18
6890 · Other Operations	2,941.91		
Total 6000 · Operations	317,798.52	386,775.09	-68,976.57
Total Expense	1,282,648.32	1,484,172.27	-201,523.95
Net Ordinary Income	558,452.72	100,702.67	457,750.05

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2021 through March 2022

	Water		
	Jul '21 - Mar 22	Budget	\$ Over Budget
Other Income/Expense			
Other Income			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	77,883.00	74,999.97	2,883.03
7130 · Conn. Fees, PFP (New Constr)	114,229.47	37,500.03	76,729.44
7140 · Conn. Fees, PFP (Remodel)	341.11		
Total 7100 · Connection Fees	192,453.58	112,500.00	79,953.58
7600 · Bond Revenues, G.O.	577,922.05	737,659.53	-159,737.48
7650 · Water System Reliability	624,580.25	0.00	624,580.25
Total 7000 · Capital Account Revenues	1,394,955.88	850,159.53	544,796.35
Total Other Income	1,394,955.88	850,159.53	544,796.35
Other Expense			
8000 · Capital Improvement Program			
8100 · Water	434,338.56	899,062.47	-464,723.91
Total 8000 · Capital Improvement Program	434,338.56	899,062.47	-464,723.91
9000 · Capital Account Expenses			
9100 · Interest Expense - GO Bonds	44,428.26	77,805.00	-33,376.74
9125 · PNC Equipment Lease Interest	7,396.42	8,841.50	-1,445.08
9150 · SRF Loan	32,828.28	66,647.00	-33,818.72
9210 · Conservation Program/Rebates	700.00	0.00	700.00
Total 9000 · Capital Account Expenses	85,352.96	153,293.50	-67,940.54
Total Other Expense	519,691.52	1,052,355.97	-532,664.45
Net Other Income	875,264.36	-202,196.44	1,077,460.80
Net Income	1,433,717.08	-101,493.77	1,535,210.85

Montara Water Sanitary District
 Restricted and Non Restricted Cash Assets
 July 2021 through June 2022

Year to Date 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 - Sewer	3,536,057.78	3,089,496.88	2,830,027.26	2,862,974.00	1,651,598.61	4,319,574.12	2,893,909.79	3,020,643.68	2,651,861.16						
Sewer Reserve Accounts															
CAMP	-	-	-	-	750,000.00	750,000.00	750,000.00	750,000.00	750,000.00						
LAIF															
Capital Reserve	4,012,743.50	4,012,743.50	4,012,743.50	4,015,553.22	4,015,553.22	4,015,553.22	4,015,553.22	4,018,211.22	4,018,211.22				3,015,825.00	1,002,386.22	133%
Connection Fee	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00				150,000.00	44,600.00	130%
Operating Reserve	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00				486,261.00	(79,379.00)	84%
Subtotal	4,614,225.50	4,614,225.50	4,614,225.50	4,617,035.22	4,617,035.22	4,617,035.22	4,617,035.22	4,619,693.22	4,619,693.22	-	-	-			
Water Operations															
Wells Fargo Operating - Water	904,988.43	920,081.06	935,565.86	951,916.00	967,019.35	984,569.84	997,622.65	1,012,992.09	1,025,865.27				329,816.00	696,049.27	311%
Water - Reserve Accounts															
Wells Fargo Bank:															
Capital Reserve	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00				1,984,750.00	(1,586,501.00)	20%
Connection Fee	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00				150,000.00	103,020.00	169%
SRF Reserve	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00				48,222.00	-	100%
Operating Reserve	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00						
Subtotal	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	745,500.00	-	-	-			
Water - Restricted Accounts															
JP Morgan Chase - Water 2020 GO Bond Fund	1,117,227.94	625,455.15	625,455.15	632,946.29	649,934.84	649,934.84	1,125,842.74	713,648.25	713,648.25						
First Republic Bank - Water GO Bond Fund	3,883.92	3,853.92	3,823.92												
Sub-Total	1,121,111.86	629,309.07	629,279.07	632,946.29	649,934.84	649,934.84	1,125,842.74	713,648.25	713,648.25	-	-	-			
Total Cash and Equivalents	10,921,883.57	9,998,612.51	9,754,597.69	9,810,371.51	9,381,088.02	12,066,614.02	11,129,910.40	10,862,477.24	10,506,567.90	-	-	-			

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2021 through June 2022

	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	TOTAL			
													Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense																
Income																
4220 · Cell Tower Lease	6,654.28	6,654.28	6,654.28	6,654.28	6,654.28	6,654.28	6,654.28	6,654.28	10,037.58				63,271.82	77,220.00	-13,948.18	81.94%
4400 · Fees																
4410 · Administrative Fee (New Constr)		1,138.00		569.00	569.00	569.00	1,707.00	1,138.00	569.00				6,259.00	3,600.00	2,659.00	173.86%
4420 · Administrative Fee (Remodel)														1,000.00	-1,000.00	
4430 · Inspection Fee (New Constr)		1,076.00		538.00	538.00	538.00	1,614.00	1,076.00	538.00				5,918.00	3,500.00	2,418.00	169.09%
4440 · Inspection Fee (Remodel)														1,000.00	-1,000.00	
4450 · Mainline Extension Fees				6,000.00									6,000.00			
4460 · Remodel Fees	1,891.00	694.00	1,860.50	798.00	923.00	569.00	768.00	694.00	6,433.48				14,630.98	4,000.00	10,630.98	365.78%
Total 4400 · Fees	1,891.00	2,908.00	1,860.50	7,905.00	2,030.00	1,676.00	4,089.00	2,908.00	7,540.48				32,807.98	13,100.00	19,707.98	250.44%
4510 · Grants		136.00											136.00			
4610 · Property Tax Receipts		107,781.16	1,214.48	220.94	26,124.08	134,154.83	90,072.52	25,629.07	837.07				386,034.15	277,750.00	108,284.15	138.99%
4710 · Sewer Service Charges					876.40	1,762,383.05		265,182.32	1,516.85				2,029,958.62	3,484,472.00	-1,454,513.38	58.26%
4720 · Sewer Service Refunds, Customer	-5,785.92				-2,380.00								-8,165.92	-5,000.00	-3,165.92	163.32%
4760 · Waste Collection Revenues	1,053.19	3,584.83	912.03	3,348.70	829.64	3,123.99	867.77	3,690.43	490.84				17,901.42	25,000.00	-7,098.58	71.61%
4990 · Other Revenue				71.52									71.52			
Total Income	3,812.55	121,064.27	10,641.29	18,200.44	34,134.40	1,907,992.15	101,683.57	304,064.10	20,422.82				2,522,015.59	3,872,542.00	-1,350,526.41	65.13%
Gross Profit	3,812.55	121,064.27	10,641.29	18,200.44	34,134.40	1,907,992.15	101,683.57	304,064.10	20,422.82				2,522,015.59	3,872,542.00	-1,350,526.41	65.13%
Expense																
5000 · Administrative																
5190 · Bank Fees	2,411.73	287.61	304.10	284.34	312.44	329.22	308.01	275.15	560.71				5,073.31	7,000.00	-1,926.69	72.48%
5200 · Board of Directors																
5210 · Board Meetings		300.00	450.00		300.00	600.00	300.00	450.00	300.00				2,700.00	3,000.00	-300.00	90.0%
5220 · Director Fees		987.50	562.50		1,793.38	375.00	75.00	525.00	375.00				4,693.38	7,500.00	-2,806.62	62.58%
5230 · Election Expenses														75,000.00	-75,000.00	
Total 5200 · Board of Directors		1,287.50	1,012.50		2,093.38	975.00	375.00	975.00	675.00				7,393.38	85,500.00	-78,106.62	8.65%
5250 · Conference Attendance			722.17										722.17	2,500.00	-1,777.83	28.89%
5270 · Information Systems		332.50	62.50		1,823.00	453.12	225.00	365.62	162.50				3,424.24	4,000.00	-575.76	85.61%
5300 · Insurance																
5310 · Fidelity Bond														500.00	-500.00	
5320 · Property & Liability Insurance	1,176.00				6,881.29								8,057.29	5,000.00	3,057.29	161.15%
Total 5300 · Insurance	1,176.00				6,881.29								8,057.29	5,500.00	2,557.29	146.5%
5350 · LAFCO Assessment														2,500.00	-2,500.00	
5400 · Legal																
5430 · General Legal		5,378.00	7,772.45		13,842.05	9,707.76	4,742.00	4,429.50	4,677.00				50,548.76	200,000.00	-149,451.24	25.27%
5440 · Litigation		27,870.23	9,552.11		42,779.96	16,446.80	21,109.80	23,086.46	13,510.53				154,355.89			
Total 5400 · Legal		33,248.23	17,324.56		56,622.01	26,154.56	25,851.80	27,515.96	18,187.53				204,904.65	200,000.00	4,904.65	102.45%
5510 · Maintenance, Office		260.00	310.00	7,017.04	260.00	250.00	260.00	260.00	260.00				8,877.04	8,000.00	877.04	110.96%
5530 · Memberships					3,807.50								3,807.50			
5540 · Office Supplies		363.41	34.38		3,992.49	171.14	615.53	221.59	40.32				5,438.86	6,500.00	-1,061.14	83.68%
5550 · Postage		70.00											70.00	400.00	-330.00	17.5%
5560 · Printing & Publishing	46.90	370.44	43.99		41.89	57.63	-154.97	48.69	33.13				487.70	1,500.00	-1,012.30	32.51%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2021 through June 2022

	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	TOTAL				
													Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget	
5600 · Professional Services																	
5610 · Accounting		1,900.00	5,100.00		5,300.00	2,200.00	3,750.00	4,812.50	2,250.00				25,312.50	39,000.00	-13,687.50	64.9%	
5620 · Audit					13,660.50								13,660.50	13,500.00	160.50	101.19%	
5630 · Consulting	5,148.83	409.78	3,060.20		9,758.74	779.57	9,475.16	5,465.29	558.94				34,656.51	50,000.00	-15,343.49	69.31%	
5640 · Data Services	899.50	8,383.50											9,283.00	6,500.00	2,783.00	142.82%	
5650 · Labor & HR Support	213.50	213.50	427.00		213.50	213.50	213.50	213.50	213.50				1,921.50	2,500.00	-578.50	76.86%	
5660 · Payroll Services	73.48	75.33	77.18	78.47	79.76	79.76	140.99	77.18	78.47				760.62	1,000.00	-239.38	76.06%	
Total 5600 · Professional Services	6,335.31	10,982.11	8,664.38	78.47	29,012.50	3,272.83	13,579.65	10,568.47	3,100.91				85,594.63	112,500.00	-26,905.37	76.08%	
5710 · San Mateo Co. Tax Roll Charges					119.00								119.00	200.00	-81.00	59.5%	
5720 · Telephone & Internet	3,033.81	3,391.66	3,446.05		6,481.13	2,423.88	3,085.41	201.57	6,248.82				28,312.33	20,000.00	8,312.33	141.56%	
5730 · Mileage Reimbursement		70.20							125.10				195.30	200.00	-4.70	97.65%	
5740 · Reference Materials																	
5800 · Labor																	
5810 · CalPERS 457 Deferred Plan	1,511.73	1,515.71	1,490.85	1,450.84	1,488.40	1,263.62	1,534.70	1,405.93	5,421.65				17,083.43	18,364.00	-1,280.57	93.03%	
5820 · Employee Benefits	3,545.56	3,545.56	7,091.12		3,545.56	3,454.35	3,454.35	5,391.45	4,100.05				34,128.00	43,823.00	-9,695.00	77.88%	
5830 · Disability Insurance	147.42	147.42	147.42		294.84	147.42	147.42	147.42	147.42				1,326.78	1,941.00	-614.22	68.36%	
5840 · Payroll Taxes	1,084.62	1,088.97	1,061.98	1,018.25	1,059.31	839.82	1,678.80	1,538.03	23,884.00				33,253.78	20,069.00	13,184.78	165.7%	
5850 · PARS	1,460.40	1,470.93	1,470.94	1,433.32	1,470.95	1,508.56	1,433.33	1,395.70	2,392.62				14,036.75	17,936.00	-3,899.25	78.26%	
5900 · Wages																	
5910 · Management	9,178.24	9,178.24	9,190.74	9,190.74	9,190.74	9,265.74	9,178.24	9,178.24	29,289.98				102,840.90	118,537.00	-15,696.10	86.76%	
5920 · Staff	11,674.71	11,900.44	11,825.20	11,288.59	11,825.19	12,586.79	11,288.59	10,751.99	12,361.80				105,503.30	140,658.00	-35,154.70	75.01%	
5930 · Staff Certification	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00				1,575.00	1,800.00	-225.00	87.5%	
5940 · Staff Overtime	588.74	419.81	139.94	104.95	104.95	209.91	1,303.19		288.62				3,160.11	340.00	2,820.11	929.44%	
Total 5900 · Wages	21,616.69	21,673.49	21,330.88	20,759.28	21,295.88	22,237.44	21,945.02	20,105.23	42,115.40				213,079.31	261,335.00	-48,255.69	81.54%	
5960 · Worker's Comp Insurance				612.19			608.62						1,220.81	2,355.00	-1,134.19	51.84%	
Total 5800 · Labor	29,366.42	29,442.08	32,593.19	25,273.88	29,154.94	29,451.21	30,802.24	29,983.76	78,061.14				314,128.86	365,823.00	-51,694.14	85.87%	
Total 5000 · Administrative	42,370.17	80,105.74	64,517.82	32,653.73	140,601.57	63,538.59	74,947.67	70,415.81	107,455.16				676,606.26	822,123.00	-145,516.74	82.3%	
6000 · Operations																	
6170 · Claims, Property Damage														20,000.00	-20,000.00		
6195 · Education & Training								93.00					93.00	1,000.00	-907.00	9.3%	
6200 · Engineering																	
6220 · General Engineering	570.00	347.50	3,325.00	1,140.00	1,900.00	5,700.00	10,534.00	9,817.70	6,235.00				39,569.20	30,000.00	9,569.20	131.9%	
Total 6200 · Engineering	570.00	347.50	3,325.00	1,140.00	1,900.00	5,700.00	10,534.00	9,817.70	6,235.00				39,569.20	30,000.00	9,569.20	131.9%	
6320 · Equipment & Tools, Expensed																	
6330 · Facilities																	
6335 · Alarm Services	127.02	391.80	502.05		910.62	502.05	518.82	391.80	502.05				3,846.21	5,000.00	-1,153.79	76.92%	
6337 · Landscaping						2,425.00	2,975.00						5,400.00	6,000.00	-600.00	90.0%	
Total 6330 · Facilities	127.02	391.80	502.05		910.62	2,927.05	3,493.82	391.80	502.05				9,246.21	11,000.00	-1,753.79	84.06%	
6400 · Pumping																	
6410 · Pumping Fuel & Electricity	3,107.16		5,555.74		4,780.87	3,145.83	3,953.86	13,779.38	2,419.17				36,742.01	45,000.00	-8,257.99	81.65%	
6420 · Pumping Maintenance, Generators					903.00				4,879.49				5,782.49				
6430 · Pumping Maintenance, General									9,116.76				9,116.76				
6440 · Pumping Equipment, Expensed																	

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2021 through June 2022

												TOTAL				
	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
Total 6400 · Pumping	3,107.16		5,555.74		5,683.87	3,145.83	3,953.86	13,779.38	16,415.42				51,641.26	45,000.00	6,641.26	114.76%
6600 · Collection/Transmission																
6660 · Maintenance, Collection System								724.00					724.00	10,000.00	-9,276.00	7.24%
Total 6600 · Collection/Transmission								724.00					724.00	10,000.00	-9,276.00	7.24%
6770 · Uniforms														200.00	-200.00	
6800 · Vehicles																
6810 · Fuel				283.08	157.42								440.50	1,000.00	-559.50	44.05%
6820 · Truck Equipment, Expensed														160.00	-160.00	
6830 · Truck Repairs				52.07	2.37								54.44	1,000.00	-945.56	5.44%
Total 6800 · Vehicles				335.15	159.79								494.94	2,160.00	-1,665.06	22.91%
6900 · Sewer Authority Midcoastside																
6910 · SAM Collections		27,664.41	27,664.41	27,664.41	27,664.41	27,664.41	27,664.41	27,664.41	27,664.41				221,315.28	331,973.00	-110,657.72	66.67%
6920 · SAM Operations	127,717.35	127,717.35	127,717.35	127,717.35	127,717.35	127,717.35	127,717.35	127,717.35	135,401.40				1,157,140.20	1,532,608.00	-375,467.80	75.5%
6940 · SAM Maintenance, Collection Sys				4,172.90									4,172.90	40,000.00	-35,827.10	10.43%
6950 · SAM Maintenance, Pumping		5,451.01			3,503.76		26,893.48	34,631.43	4,879.49				75,359.17	70,000.00	5,359.17	107.66%
Total 6900 · Sewer Authority Midcoastside	127,717.35	160,832.77	155,381.76	159,554.66	158,885.52	155,381.76	182,275.24	190,013.19	167,945.30				1,457,987.55	1,974,581.00	-516,593.45	73.84%
Total 6000 · Operations	131,521.53	161,572.07	164,764.55	161,029.81	167,539.80	167,154.64	200,256.92	214,095.07	191,821.77				1,559,756.16	2,093,941.00	-534,184.84	74.49%
Total Expense	173,891.70	241,677.81	229,282.37	193,683.54	308,141.37	230,693.23	275,204.59	284,510.88	299,276.93				2,236,362.42	2,916,064.00	-679,701.58	76.69%
Net Ordinary Income	-170,079.15	-120,613.54	-218,641.08	-175,483.10	-274,006.97	1,677,298.92	-173,521.02	19,553.22	-278,854.11				285,653.17	956,478.00	-670,824.83	29.87%
Other Income/Expense																
Other Income																
7000 · Capital Account Revenues																
7100 · Connection Fees																
7110 · Connection Fees (New Constr)								30,153.00	2,154.00				32,307.00	100,000.00	-67,693.00	32.31%
7120 · Connection Fees (Remodel)		12,924.00	5,608.00	30,694.50		-8,584.50		-527.50					40,114.50	50,000.00	-9,885.50	80.23%
7100 · Connection Fees - Other									2,009.00				2,009.00			
Total 7100 · Connection Fees		12,924.00	5,608.00	30,694.50		-8,584.50		29,625.50	4,163.00				74,430.50	150,000.00	-75,569.50	49.62%
7200 · Interest Income - LAIF	3,764.31			2,809.72			2,658.00						9,232.03	40,000.00	-30,767.97	23.08%
Total 7000 · Capital Account Revenues	3,764.31	12,924.00	5,608.00	33,504.22		-8,584.50	2,658.00	29,625.50	4,163.00				83,662.53	190,000.00	-106,337.47	44.03%
Total Other Income	3,764.31	12,924.00	5,608.00	33,504.22		-8,584.50	2,658.00	29,625.50	4,163.00				83,662.53	190,000.00	-106,337.47	44.03%
Other Expense																
8000 · Capital Improvement Program																
8075 · Sewer	7,656.50	370,216.14	14,254.14	9,981.83	1,073.25	12,828.75	836,462.83	2,745.50	1,422.50				1,256,641.44	1,906,335.00	-649,693.56	65.92%
Total 8000 · Capital Improvement Program	7,656.50	370,216.14	14,254.14	9,981.83	1,073.25	12,828.75	836,462.83	2,745.50	1,422.50				1,256,641.44	1,906,335.00	-649,693.56	65.92%
9000 · Capital Account Expenses																
9125 · PNC Equipment Lease Interest	1,174.89	1,024.43	1,010.52	996.57	982.56	968.57	954.51	940.42					8,052.47	11,535.00	-3,482.53	69.81%
9200 · I-Bank Loan	1,765.38					10,107.58							11,872.96	20,700.00	-8,827.04	57.36%
Total 9000 · Capital Account Expenses	2,940.27	1,024.43	1,010.52	996.57	982.56	11,076.15	954.51	940.42					19,925.43	32,235.00	-12,309.57	61.81%
Total Other Expense	10,596.77	371,240.57	15,264.66	10,978.40	2,055.81	23,904.90	837,417.34	3,685.92	1,422.50				1,276,566.87	1,938,570.00	-662,003.13	65.85%
Net Ordinary Income	-6,832.46	-358,316.57	-9,656.66	22,525.82	-2,055.81	-32,489.40	-834,759.34	25,939.58	2,740.50				-1,192,904.34	-1,748,570.00	555,665.66	68.22%
Net Income	-176,911.61	-478,930.11	-228,297.74	-152,957.28	-276,062.78	1,644,809.52	-1,008,280.36	45,492.80	-276,113.61				-907,251.17	-792,092.00	-115,159.17	114.54%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2021 through June 2022

	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	TOTAL				
													Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget	
Ordinary Income/Expense																	
Income																	
4220 · Cell Tower Lease																	
4400 · Fees																	
4410 · Administrative Fee (New Constr)		1,138.00		569.00	569.00	569.00	2,276.00	1,138.00	1,138.00				7,397.00	5,000.00	2,397.00	147.94%	
4420 · Administrative Fee (Remodel)				569.00									569.00				
4430 · Inspection Fee (New Constr)		1,421.00		538.00	538.00	538.00	2,152.00	1,076.00	1,076.00				7,339.00	4,000.00	3,339.00	183.48%	
4440 · Inspection Fee (Remodel)				538.00									538.00	1,000.00	-462.00	53.8%	
4450 · Mainline Extension Fees					80,069.00			2,813.40					82,882.40	3,000.00	79,882.40	2,762.75%	
4460 · Remodel Fees																	
Total 4400 · Fees		2,559.00		2,214.00	81,176.00	1,107.00	4,428.00	5,027.40	2,214.00				98,725.40	13,000.00	85,725.40	759.43%	
4510 · Grants		136.00											136.00				
4610 · Property Tax Receipts		107,781.15	1,214.47	220.94	26,124.08	134,154.81	90,072.52	25,629.06	837.06				386,034.09	277,750.00	108,284.09	138.99%	
4710 · Sewer Service Charges									186.20				186.20				
4740 · Testing, Backflow	3,000.00		3,730.00	2,625.00	4,125.00	3,000.00	3,000.00		2,000.00				21,480.00	18,000.00	3,480.00	119.33%	
4760 · Waste Collection Revenues									490.83				490.83				
4810 · Water Sales, Domestic	352,485.37	-28,745.51	134,256.33	140,891.11	140,783.23	159,358.41	150,411.41	132,658.12	154,188.33				1,336,286.80	1,900,000.00	-563,713.20	70.33%	
4850 · Water Sales Refunds, Customer	-105.92	-1,066.00			-263.31	-98.36	-179.45		-1,341.59				-3,054.63	-3,000.00	-54.63	101.82%	
4990 · Other Revenue				71.51	558.64				186.20				816.35				
Total Income	355,379.45	80,664.64	139,200.80	146,022.56	252,503.64	297,521.86	247,732.48	163,314.58	158,761.03				1,841,101.04	2,205,750.00	-364,648.96	83.47%	
Gross Profit	355,379.45	80,664.64	139,200.80	146,022.56	252,503.64	297,521.86	247,732.48	163,314.58	158,761.03				1,841,101.04	2,205,750.00	-364,648.96	83.47%	
Expense																	
5000 · Administrative																	
5190 · Bank Fees	357.99	317.60	334.11	323.96	375.98	329.23	295.70	275.15	-116.00				2,493.72	1,500.00	993.72	166.25%	
5200 · Board of Directors																	
5210 · Board Meetings		300.00	450.00		300.00	600.00	300.00	450.00	300.00				2,700.00	3,000.00	-300.00	90.0%	
5220 · Director Fees		987.50	562.50		1,793.38	375.00	75.00	525.00	375.00				4,693.38	7,500.00	-2,806.62	62.58%	
5230 · Election Expenses														75,000.00	-75,000.00		
Total 5200 · Board of Directors		1,287.50	1,012.50		2,093.38	975.00	375.00	975.00	675.00				7,393.38	85,500.00	-78,106.62	8.65%	
5240 · CDPH Fees						3,326.00	12,380.51						15,706.51	13,000.00	2,706.51	120.82%	
5250 · Conference Attendance			722.16										722.16	3,000.00	-2,277.84	24.07%	
5270 · Information Systems		332.50	62.50		1,823.00	453.13	225.00	365.63	162.50				3,424.26	5,000.00	-1,575.74	68.49%	
5300 · Insurance																	
5310 · Fidelity Bond														500.00	-500.00		
5320 · Property & Liability Insurance					6,881.29								6,881.29	5,000.00	1,881.29	137.63%	
Total 5300 · Insurance					6,881.29								6,881.29	5,500.00	1,381.29	125.11%	
5350 · LAFCO Assessment														3,000.00	-3,000.00		
5400 · Legal																	
5430 · General Legal		5,498.00	9,752.45		13,914.05	10,157.75	5,279.00	5,926.50	4,839.00				55,366.75	140,000.00	-84,633.25	39.55%	
5440 · Litigation		210.00			600.00								810.00				
Total 5400 · Legal		5,708.00	9,752.45		14,514.05	10,157.75	5,279.00	5,926.50	4,839.00				56,176.75	140,000.00	-83,823.25	40.13%	

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2021 through June 2022

												TOTAL				
	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
5510 · Maintenance, Office		658.13	310.00	7,017.04	436.25	250.00	260.00	260.00	260.00				9,451.42	8,000.00	1,451.42	118.14%
5530 · Memberships					18,987.50	857.00							19,844.50	27,000.00	-7,155.50	73.5%
5540 · Office Supplies		363.43	34.38		3,992.48	171.14	615.53	221.58	138.69				5,537.23	6,500.00	-962.77	85.19%
5550 · Postage	1,299.86	1,117.06	811.17		2,329.16	1,402.56	1,107.21	1,401.63	856.45				10,325.10	9,000.00	1,325.10	114.72%
5560 · Printing & Publishing	46.90	370.43	43.98		586.39	57.62	-154.97	48.69	33.12				1,032.16	5,000.00	-3,967.84	20.64%
5600 · Professional Services																
5610 · Accounting		1,900.00	5,100.00		5,300.00	2,200.00	3,750.00	4,812.50	2,250.00				25,312.50	39,000.00	-13,687.50	64.9%
5620 · Audit					13,660.50								13,660.50	13,500.00	160.50	101.19%
5630 · Consulting	5,148.82	409.77	3,060.18	1,855.00	9,758.72	779.56	9,475.15	5,465.29	558.94				36,511.43	55,000.00	-18,488.57	66.38%
5640 · Data Services	899.50								9,500.00				10,399.50	6,500.00	3,899.50	159.99%
5650 · Labor & HR Support	213.50	213.50	427.00		213.50	213.50	213.50	213.50	213.50				1,921.50	2,000.00	-78.50	96.08%
5660 · Payroll Services	73.50	75.34	77.18	78.47	79.76	79.76	140.98	77.18	78.47				760.64	1,000.00	-239.36	76.06%
Total 5600 · Professional Services	6,335.32	2,598.61	8,664.36	1,933.47	29,012.48	3,272.82	13,579.63	10,568.47	12,600.91				88,566.07	117,000.00	-28,433.93	75.7%
5710 · San Mateo Co. Tax Roll Charges					119.00								119.00		119.00	100.0%
5720 · Telephone & Internet	3,545.86	3,938.36	3,992.57		7,628.80	3,271.16	3,658.43	689.24	6,909.49				33,633.91	25,000.00	8,633.91	134.54%
5730 · Mileage Reimbursement		70.20				25.50	26.50	29.00	150.10				301.30	1,500.00	-1,198.70	20.09%
5740 · Reference Materials													800.00		-800.00	
5790 · Other Administrative								65.61					65.61		65.61	100.0%
5800 · Labor																
5810 · CalPERS 457 Deferred Plan	3,542.96	3,494.22	3,384.57	3,740.40	3,903.73	3,767.17	3,690.35	3,138.59	7,753.89				36,415.88	44,063.00	-7,647.12	82.65%
5820 · Employee Benefits	9,524.49	9,524.49	19,048.98		9,524.49	9,644.19	9,644.19	8,451.13	15,521.10				90,883.06	107,276.00	-16,392.94	84.72%
5830 · Disability Insurance	344.08	344.08	344.08		688.16	344.08	344.08	344.08	344.08				3,096.72	4,658.00	-1,561.28	66.48%
5840 · Payroll Taxes	3,418.03	3,358.81	3,218.25	3,628.03	3,808.15	3,683.50	4,135.40	3,536.25	5,886.72				34,673.14	50,453.00	-15,779.86	68.72%
5850 · PARS	2,980.50	2,991.05	2,991.06	3,287.00	3,445.34	4,043.56	3,106.50	2,793.46	4,350.05				29,988.52	38,383.00	-8,394.48	78.13%
5900 · Wages																
5910 · Management	9,178.26	9,178.26	9,190.76	9,190.76	9,190.76	9,265.76	9,178.26	9,178.26	29,290.00				102,841.08	118,537.00	-15,695.92	86.76%
5920 · Staff	33,992.11	34,139.82	33,956.29	38,286.29	40,592.99	43,241.59	35,562.82	31,261.71	40,849.10				331,882.72	526,927.00	-195,044.28	62.99%
5930 · Staff Certification	875.00	875.00	875.00	1,075.00	1,075.00	1,075.00	975.00	875.00	1,075.00				8,775.00	11,400.00	-2,625.00	76.97%
5940 · Staff Overtime	5,791.39	4,836.05	3,410.44	4,001.96	4,169.69	3,617.59	6,108.92	2,770.16	3,539.04				38,245.24	57,666.00	-19,420.76	66.32%
5950 · Staff Standby	2,282.01	2,315.56	2,084.82	2,319.90	2,199.80	2,209.35	2,233.22	2,140.07	2,197.13				19,981.86	27,723.00	-7,741.14	72.08%
Total 5900 · Wages	52,118.77	51,344.69	49,517.31	54,873.91	57,228.24	59,409.29	54,058.22	46,225.20	76,950.27				501,725.90	742,253.00	-240,527.10	67.6%
5960 · Worker's Comp Insurance				2,933.84			3,458.37						6,392.21	19,810.00	-13,417.79	32.27%
Total 5800 · Labor	71,928.83	71,057.34	78,504.25	68,463.18	78,598.11	80,891.79	78,437.11	64,488.71	110,806.11				703,175.43	1,006,896.00	-303,720.57	69.84%
Total 5000 · Administrative	83,514.76	87,819.16	104,244.43	77,737.65	167,377.87	105,440.70	116,084.65	85,249.60	137,380.98				964,849.80	1,463,196.00	-498,346.20	65.94%
6000 · Operations																
6160 · Backflow Prevention			93.49		597.14			303.68					994.31	1,000.00	-5.69	99.43%
6170 · Claims, Property Damage													10,000.00		-10,000.00	
6180 · Communications																
6185 · SCADA Maintenance		309.68	6.50		1,646.12	55.10	39.54		80.00				2,136.94	13,000.00	-10,863.06	16.44%
6180 · Communications - Other								110.16					110.16			
Total 6180 · Communications		309.68	6.50		1,646.12	55.10	39.54	110.16	80.00				2,247.10	13,000.00	-10,752.90	17.29%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2021 through June 2022

												TOTAL				
	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
6195 · Education & Training	275.00				100.00		145.00	480.32					1,000.32	9,000.00	-7,999.68	11.12%
6200 · Engineering																
6220 · General Engineering	500.00	-1,887.50				2,862.50		675.00					2,150.00	20,000.00	-17,850.00	10.75%
6230 · Water Quality Engineering		4,539.38	5,137.50	2,132.50	2,705.63	155.00	4,952.50	5,237.50					24,860.01	100,000.00	-75,139.99	24.86%
Total 6200 · Engineering	500.00	2,651.88	5,137.50	2,132.50	2,705.63	3,017.50	4,952.50	5,912.50					27,010.01	120,000.00	-92,989.99	22.51%
6320 · Equipment & Tools, Expensed	40.40	431.21	907.60		622.50	3,502.38	1,009.38	1,840.28	1,946.14				10,299.89	8,000.00	2,299.89	128.75%
6330 · Facilities																
6335 · Alarm Services	127.02		110.25		127.02	110.25	127.02		110.25				711.81	2,000.00	-1,288.19	35.59%
6337 · Landscaping		850.00	1,900.00		1,050.00	3,275.00	4,025.00	889.05	1,050.00				13,039.05	15,000.00	-1,960.95	86.93%
6330 · Facilities - Other																
Total 6330 · Facilities	127.02	850.00	2,010.25		1,177.02	3,385.25	4,152.02	889.05	1,160.25				13,750.86	17,000.00	-3,249.14	80.89%
6370 · Lab Supplies & Equipment			185.13		323.04	273.57			4,575.00				5,356.74	4,000.00	1,356.74	133.92%
6380 · Meter Reading					119.13								119.13	500.00	-380.87	23.83%
6400 · Pumping																
6410 · Pumping Fuel & Electricity	6,117.99	2,058.25	10,579.23	2,072.20	8,629.84	6,107.85	6,706.83	15,759.44	6,382.38				64,414.01	90,000.00	-25,585.99	71.57%
6420 · Pumping Maintenance, Generators					383.00		3,787.00						4,170.00	10,000.00	-5,830.00	41.7%
6430 · Pumping Maintenance, General									1,076.11				1,076.11	5,000.00	-3,923.89	21.52%
6440 · Pumping Equipment, Expensed			129.31										129.31	700.00	-570.69	18.47%
Total 6400 · Pumping	6,117.99	2,058.25	10,708.54	2,072.20	9,012.84	6,107.85	10,493.83	15,759.44	7,458.49				69,789.43	105,700.00	-35,910.57	66.03%
6500 · Supply																
6510 · Maintenance, Raw Water Mains			253.13										253.13	2,500.00	-2,246.87	10.13%
6520 · Maintenance, Wells	394.38	229.98		28.40	300.12		595.44	4,217.50					5,765.82	15,000.00	-9,234.18	38.44%
6530 · Water Purchases					8,773.77		9,382.62						18,156.39	35,000.00	-16,843.61	51.88%
Total 6500 · Supply	394.38	229.98	253.13	28.40	9,073.89		9,978.06	4,217.50					24,175.34	52,500.00	-28,324.66	46.05%
6600 · Collection/Transmission																
6610 · Hydrants		5,690.20											5,690.20	5,000.00	690.20	113.8%
6620 · Maintenance, Water Mains		7,548.71	5,592.01		2,399.49	5,807.94	3,581.60	7,698.83	8,537.56				41,166.14	50,000.00	-8,833.86	82.33%
6630 · Maintenance, Water Svc Lines					3,065.43	4,844.39							7,909.82	20,000.00	-12,090.18	39.55%
6640 · Maintenance, Tanks		437.50											437.50	5,000.00	-4,562.50	8.75%
6650 · Maint., Distribution General				3,556.00	276.86	874.75	1,005.50	821.50					6,534.61	10,000.00	-3,465.39	65.35%
6670 · Meters			5,119.70			6,048.02		7,743.56	391.41				19,302.69	4,000.00	15,302.69	482.57%
Total 6600 · Collection/Transmission		13,676.41	10,711.71	3,556.00	5,741.78	17,575.10	4,587.10	16,263.89	8,928.97				81,040.96	94,000.00	-12,959.04	86.21%
6700 · Treatment																
6710 · Chemicals & Filtering	9,400.00	3,363.20	1,219.05		727.17	5,671.86	6,382.03	385.48	3,681.32				30,830.11	20,000.00	10,830.11	154.15%
6720 · Maintenance, Treatment Equip.		5,702.53			951.50	452.99	108.23	1,001.20	98.46				8,314.91	15,000.00	-6,685.09	55.43%
6730 · Treatment Analysis	678.97	3,555.34	1,518.30		3,646.61	11,283.15	1,614.86	3,061.21	4,155.24				29,513.68	30,000.00	-486.32	98.38%
Total 6700 · Treatment	10,078.97	12,621.07	2,737.35		5,325.28	17,408.00	8,105.12	4,447.89	7,935.02				68,658.70	65,000.00	3,658.70	105.63%
6770 · Uniforms					363.97			400.00					763.97	2,000.00	-1,236.03	38.2%
6800 · Vehicles																
6810 · Fuel	657.14	713.37	516.72	-283.08	1,693.69	752.51	980.17	527.71	909.95				6,468.18	7,000.00	-531.82	92.4%
6820 · Truck Equipment, Expensed					37.69		1,228.99	128.52					1,395.20	2,000.00	-604.80	69.76%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2021 through June 2022

												TOTAL				
	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Jan 22	Feb 22	Mar 22	Apr 22	May 22	Jun 22	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
6830 · Truck Repairs	266.01	17.60		11.46	2.76	64.29	1,102.37	49.98	272.00				1,786.47	5,000.00	-3,213.53	35.73%
Total 6800 · Vehicles	923.15	730.97	516.72	-271.62	1,734.14	816.80	3,311.53	706.21	1,181.95				9,649.85	14,000.00	-4,350.15	68.93%
6890 · Other Operations			1,790.60		463.75	457.94	114.62	115.00					2,941.91			
Total 6000 · Operations	18,456.91	33,559.45	35,058.52	7,517.48	39,006.23	52,599.49	46,888.70	51,142.24	33,569.50				317,798.52	515,700.00	-197,901.48	61.63%
Total Expense	101,971.67	121,378.61	139,302.95	85,255.13	206,384.10	158,040.19	162,973.35	136,391.84	170,950.48				1,282,648.32	1,978,896.00	-696,247.68	64.82%
Net Ordinary Income	253,407.78	-40,713.97	-102.15	60,767.43	46,119.54	139,481.67	84,759.13	26,922.74	-12,189.45				558,452.72	226,854.00	331,598.72	246.17%
Other Income/Expense																
Other Income																
7000 · Capital Account Revenues																
7100 · Connection Fees																
7110 · Connection Fees (New Constr)			20,815.00			58,659.00			-1,591.00				77,883.00	100,000.00	-22,117.00	77.88%
7130 · Conn. Fees, PFP (New Constr)	2,131.36	9,470.36	27,835.57	2,183.36	18,937.49	9,892.27	10,800.00	23,240.68	9,738.38				114,229.47	50,000.00	64,229.47	228.46%
7140 · Conn. Fees, PFP (Remodel)									341.11				341.11			
Total 7100 · Connection Fees	2,131.36	9,470.36	48,650.57	2,183.36	18,937.49	68,551.27	10,800.00	23,240.68	8,488.49				192,453.58	150,000.00	42,453.58	128.3%
7600 · Bond Revenues, G.O.			3,667.22	756.70	16,231.85	474,949.66	2,623.91	79,692.71					577,922.05	983,546.00	-405,623.95	58.76%
7650 · Water System Reliability						542,892.30		81,687.95					624,580.25		624,580.25	100.0%
Total 7000 · Capital Account Revenues	2,131.36	9,470.36	52,317.79	2,940.06	35,169.34	1,086,393.23	13,423.91	184,621.34	8,488.49				1,394,955.88	1,133,546.00	261,409.88	123.06%
Total Other Income	2,131.36	9,470.36	52,317.79	2,940.06	35,169.34	1,086,393.23	13,423.91	184,621.34	8,488.49				1,394,955.88	1,133,546.00	261,409.88	123.06%
Other Expense																
8000 · Capital Improvement Program																
8100 · Water	25,523.75	79,582.78	66,094.87	35,594.08	41,812.59	70,263.66	25,305.72	44,428.05	45,733.06				434,338.56	1,198,750.00	-764,411.44	36.23%
Total 8000 · Capital Improvement Program	25,523.75	79,582.78	66,094.87	35,594.08	41,812.59	70,263.66	25,305.72	44,428.05	45,733.06				434,338.56	1,198,750.00	-764,411.44	36.23%
9000 · Capital Account Expenses																
9100 · Interest Expense - GO Bonds		6,698.26							37,730.00				44,428.26	77,805.00	-33,376.74	57.1%
9125 · PNC Equipment Lease Interest	518.78	1,024.44	1,010.52	996.57	982.59	968.57	954.52	940.43					7,396.42	11,535.00	-4,138.58	64.12%
9150 · SRF Loan						32,828.28							32,828.28	66,647.00	-33,818.72	49.26%
9210 · Conservation Program/Rebates	150.00	150.00	200.00		100.00			100.00					700.00		700.00	100.0%
Total 9000 · Capital Account Expenses	668.78	7,872.70	1,210.52	996.57	1,082.59	33,796.85	954.52	38,770.43					85,352.96	155,987.00	-70,634.04	54.72%
Total Other Expense	26,192.53	87,455.48	67,305.39	36,590.65	42,895.18	104,060.51	26,260.24	83,198.48	45,733.06				519,691.52	1,354,737.00	-835,045.48	38.36%
Net Other Income	-24,061.17	-77,985.12	-14,987.60	-33,650.59	-7,725.84	982,332.72	-12,836.33	101,422.86	-37,244.57				875,264.36	-221,191.00	1,096,455.36	-395.71%
Net Income	229,346.61	-118,699.09	-15,089.75	27,116.84	38,393.70	1,121,814.39	71,922.80	128,345.60	-49,434.02				1,433,717.08	5,663.00	1,428,054.08	25,317.27%

Montara Water & Sanitary District
Balance Sheet
 As of March 31, 2022

Mar 31, 22

ASSETS

Current Assets

Checking/Savings

Sewer - Bank Accounts

Wells Fargo Operating - Sewer	2,651,861.16
CAMP Investment Fund	750,000.00
LAIF Investment Fund	
Capital Reserve	4,018,211.22
Connection Fees Reserve	194,600.00
Operating Reserve	406,882.00

Total LAIF Investment Fund	<u>4,619,693.22</u>
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Total Sewer - Bank Accounts	8,021,554.38
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Water - Bank Accounts

Wells Fargo Operating - Water	1,025,865.27
Capital Reserve	398,249.00
Operating Reserve	46,009.00
SRF Reserve	48,222.00

Restricted Cash

2020 GO Bonds Fund - Chase	713,648.25
Connection Fees Reserve	253,020.00

Total Restricted Cash	<u>966,668.25</u>
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Total Water - Bank Accounts	<u>2,485,013.52</u>
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Total Checking/Savings	10,506,567.90
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Accounts Receivable

Sewer - Accounts Receivable

Accounts Receivable	-283.46
Property Tax Receivable	431.15
Sewer - Accounts Receivable - Other	-10,061.79

Total Sewer - Accounts Receivable	<u>-9,914.10</u>
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Water - Accounts Receivable

Accounts Receivable	54.42
Accounts Rec. - Backflow	21,948.11
Accounts Rec. - Water Residents	160,241.02
Property Tax Receivable	431.15
Unbilled Water Receivables	249,060.61

Total Water - Accounts Receivable	<u>431,735.31</u>
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Total Accounts Receivable	421,821.21
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Other Current Assets

Maint/Parts Inventory	42,656.32
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Total Other Current Assets	<u>42,656.32</u>
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Total Current Assets	10,971,045.43
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Fixed Assets

Sewer - Fixed Assets

General Plant	6,981,264.99
Land	5,000.00

Montara Water & Sanitary District
Balance Sheet
 As of March 31, 2022

	<u>Mar 31, 22</u>
Other Capital Improv.	
Sewer-Original Cost	685,599.18
Other Cap. Improv.	<u>2,564,810.39</u>
Total Other Capital Improv.	3,250,409.57
Seal Cove Collection System	995,505.00
Sewage Collection Facility	
Collection Facility - Org. Cost	1,349,064.00
Collection Facility - Other	<u>3,991,243.33</u>
Total Sewage Collection Facility	5,340,307.33
Treatment Facility	244,539.84
Accumulated Depreciation	<u>-9,831,527.00</u>
Total Sewer - Fixed Assets	6,985,499.73
Water - Fixed Assets	
General Plant	28,621,510.27
Land & Easements	734,500.00
Surface Water Rights	300,000.00
Water Meters	1,058,985.00
Fixed Assets - Other	48,171.78
Accumulated Depreciation	<u>-13,818,078.00</u>
Total Water - Fixed Assets	<u>16,945,089.05</u>
Total Fixed Assets	23,930,588.78
Other Assets	
Sewer - Other Assets	
Def'd Amts Related to Pensions	84,583.00
Joint Power Authority	
SAM - Orig Collection Facility	981,592.00
SAM - Expansion	<u>1,705,955.08</u>
Total Joint Power Authority	<u>2,687,547.08</u>
Total Sewer - Other Assets	2,772,130.08
Water - Other Assets	
Def'd Amts Related to Pensions	188,265.00
Due from Sewer	<u>1,015,460.68</u>
Total Water - Other Assets	<u>1,203,725.68</u>
Total Other Assets	3,975,855.76
TOTAL ASSETS	<u><u>38,877,489.97</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable - Sewer	159,791.72
Accounts Payable - Water	<u>102,365.68</u>
Total Accounts Payable	262,157.40
Other Current Liabilities	
Water - Net Pension Liability	-40,021.00
Sewer - Net Pension Liability	-17,981.00

Montara Water & Sanitary District
Balance Sheet
As of March 31, 2022

	<u>Mar 31, 22</u>
Sewer - Current Liabilities	
Accrued Vacations	9,338.91
Deposits Payable	28,251.68
Interest Payable	656.12
PNC Equip. Loan - S/T	16,434.82
Total Sewer - Current Liabilities	<u>54,681.53</u>
Water - Current Liabilities	
Accrued Vacations	19,013.16
Construction Deposits Payable	-232.34
Deposits Payable	-8,168.97
GO Bonds - S/T	454,157.20
PFP Water Deposits	4,302.50
PNC Equip. Loan - S/T	16,434.78
SRF Loan Payable X109 - Current	88,728.96
Temporary Construction Meter	31,132.33
Total Water - Current Liabilities	<u>605,367.62</u>
Payroll Liabilities	
Employee Benefits Payable	26,958.71
Total Payroll Liabilities	<u>26,958.71</u>
Total Other Current Liabilities	<u>629,005.86</u>
Total Current Liabilities	<u>891,163.26</u>
Long Term Liabilities	
Sewer - Long Term Liabilities	
Due to Water Fund	1,015,460.68
Accrued Vacations	25,210.09
I-Bank Loan	662,792.83
PNC Equip. Loan - L/T	353,643.77
Total Sewer - Long Term Liabilities	<u>2,057,107.37</u>
Water - Long Term Liabilities	
2020 GO Bonds	5,690,913.91
Accrued Vacations	35,865.94
PNC Equip. Loan - L/T	353,643.83
SRF Loan Payable - X109	2,698,677.87
Total Water - Long Term Liabilities	<u>8,779,101.55</u>
Deferred Inflows (Pensions)	
Sewer	11,473.00
Water	25,537.00
Total Deferred Inflows (Pensions)	<u>37,010.00</u>
Total Long Term Liabilities	<u>10,873,218.92</u>
Total Liabilities	<u>11,764,382.18</u>
Equity	
Sewer - Equity Accounts	
Capital Assets Net	3,408,252.20
Fund Balance - Unrestricted	8,646,292.87
Retained Earnings	793,035.73

Montara Water & Sanitary District
Balance Sheet
As of March 31, 2022

	<u>Mar 31, 22</u>
Total Sewer - Equity Accounts	12,847,580.80
Water - Equity Accounts	
Capital Assets Net	2,868,858.70
Restricted Debt Service	1,384,997.90
Unrestricted	-1,562,801.59
Retained Earnings	<u>-793,035.73</u>
Total Water - Equity Accounts	1,898,019.28
Equity Adjustment Account	11,841,041.80
Net Income	<u>526,465.91</u>
Total Equity	<u>27,113,107.79</u>
TOTAL LIABILITIES & EQUITY	<u><u>38,877,489.97</u></u>

Montara Water & Sanitary District Check Detail

April 25 - 29, 2022

Date	Num	Name	Paid Amount	
WARRANTS LIST FOR BOARD OF DIRECTORS MEETING AGENDA MAY 5, 2022				
SPLIT				
04/08/2022	13003	ACWA/JPIA Workers Comp	-3,957.90	PAID
04/06/2022	12998	Huntington National Bank	-13,370.00	PAID
04/06/2022	12999	IEDA	-427.00	PAID
04/06/2022	13002	White Glove Housekeeping	-620.00	PAID
04/15/2022	13007	KBA Document Solutions	-72.58	PAID
04/15/2022	13008	Office Depot	-92.06	PAID
04/28/2022	13010	A-B Communications	-172.45	
04/28/2022	13011	AT&T	-859.76	
04/28/2022	13012	AT&T	-470.69	
04/28/2022	13013	AT&T	-3,396.35	
04/28/2022	13014	AT&T	-230.86	
04/28/2022	13015	AT&T	-863.85	
05/02/2022	13055	Aztec Gardens	-1,050.00	
04/28/2022	13018	Bay Alarm Company	-254.04	
04/28/2022	13020	CalPERS 457 Plan	-6,699.68	
05/02/2022	13056	Coastside.net	-81.41	
04/28/2022	13021	Comcast	-287.04	
04/28/2022	13024	Fitzgerald Law Offices	-40,320.79	
04/28/2022	13025	Half Moon Bay Review	-115.00	
04/28/2022	13028	Jim Harvey	-375.00	
05-022-22	13057	Kastama Consulting	-4,887.47	
04/28/2022	13029	Kathryn Slater-Carter	-300.00	
05/22/2022	13058	KBA Documents	-18.79	
04/28/2022	13030	Law Offices of Melo and Sarsfield	-8,000.00	
04/28/2022	13036	Pacific Gas & Electric	-4,349.14	
04/28/2022	13037	PARS	-844.13	
04/28/2022	13038	Peter Dekker	-150.00	
04/28/2022	13039	Rauch Communication Consultants, Inc.	-26.25	
04/28/2022	13041	Ric Lohman	-150.00	
04/28/2022	13042	Scott Boyd	-150.00	
04/28/2022	13048	Standard Insurance Co.	-491.50	
04/28/2022	13049	Tech Solutions	-775.00	
04/28/2022	13054	Tracy Beardsley	-174.99	
04/28/2022	13050	U.S. Bank PARS	-10,019.00	

Montara Water & Sanitary District Check Detail

April 25 - 29, 2022

Date	Num	Name	Paid Amount	
WATER				
04/06/2022	12997	Hassette Ace Hardware	-596.62	PAID
04/06/2022	13000	Pacific Gas & Electric	-1,572.38	PAID
04/06/2022	13001	SRT Consultants	-20,492.50	PAID
04/15/2022	13004	Bay Area Air Quality Management District	-2,981.00	PAID
04/15/2022	13009	BSK	-331.50	PAID
04/28/2022	13016	AT&T Mobility	-474.39	
04/28/2022	13017	Badger Meter, Inc.	-1,500.00	
04/28/2022	13019	BSK Lab	-546.75	
04/28/2022	13022	County of San Mateo Dept Public Works	-7,129.00	
04/28/2022	13023	Esbro Chemical	-917.79	
04/28/2022	13053	Industrial Emergency Council	-863.35	
04/28/2022	13032	Mossa Excavation	-8,957.73	
04/28/2022	13031	MWSD Go Bond	-307,335.74	
04/28/2022	13033	North Coast County Water District	-485.00	
04/28/2022	13035	Pacific Gas & Electric	-1,065.68	
04/28/2022	13051	USA Blue Book	-2,126.15	
04/28/2022	13052	Wells Fargo Remittance Center	-4,795.29	

Montara Water & Sanitary District Check Detail

April 25 - 29, 2022

Date	Num	Name	Paid Amount	
SEWER				
04/15/2022	13005	CSRMA	-576.40	PAID
04/15/2022	13006	CSRMA	-2,500.00	PAID
04/28/2022	13026	Herc Rentals	-4,879.49	
04/28/2022	13027	Hue & Cry Security Systems, Inc.	-391.80	
04/28/2022	13034	Nute Engineering	-13,150.00	
04/28/2022	13040	Recology of the Coastside	-431.82	
04/28/2022	13043	Sewer Authority Mid-Coastside	-127,717.35	
04/28/2022	13044	Sewer Authority Mid-Coastside	-12,579.07	
04/28/2022	13045	Sewer Authority Mid-Coastside	-27,664.41	
04/28/2022	13046	Sewer Authority Mid-Coastside	-6,678.10	
04/28/2022	13047	Sewer Authority Mid-Coastside	-1,052.62	



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 19, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: SAM Flow Report for March 2022

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 March 2022.
- Collection System Monthly Overflow Report – March 2022.

The Average Daily Flow for Montara was 0.246 MGD in March 2022 . There was no reportable overflow in March in the Montara System. SAM indicates there were 1.37 inches of rain in March 2022 in Montara.

RECOMMENDATION:

Review and file.

Attachments

Attachment A

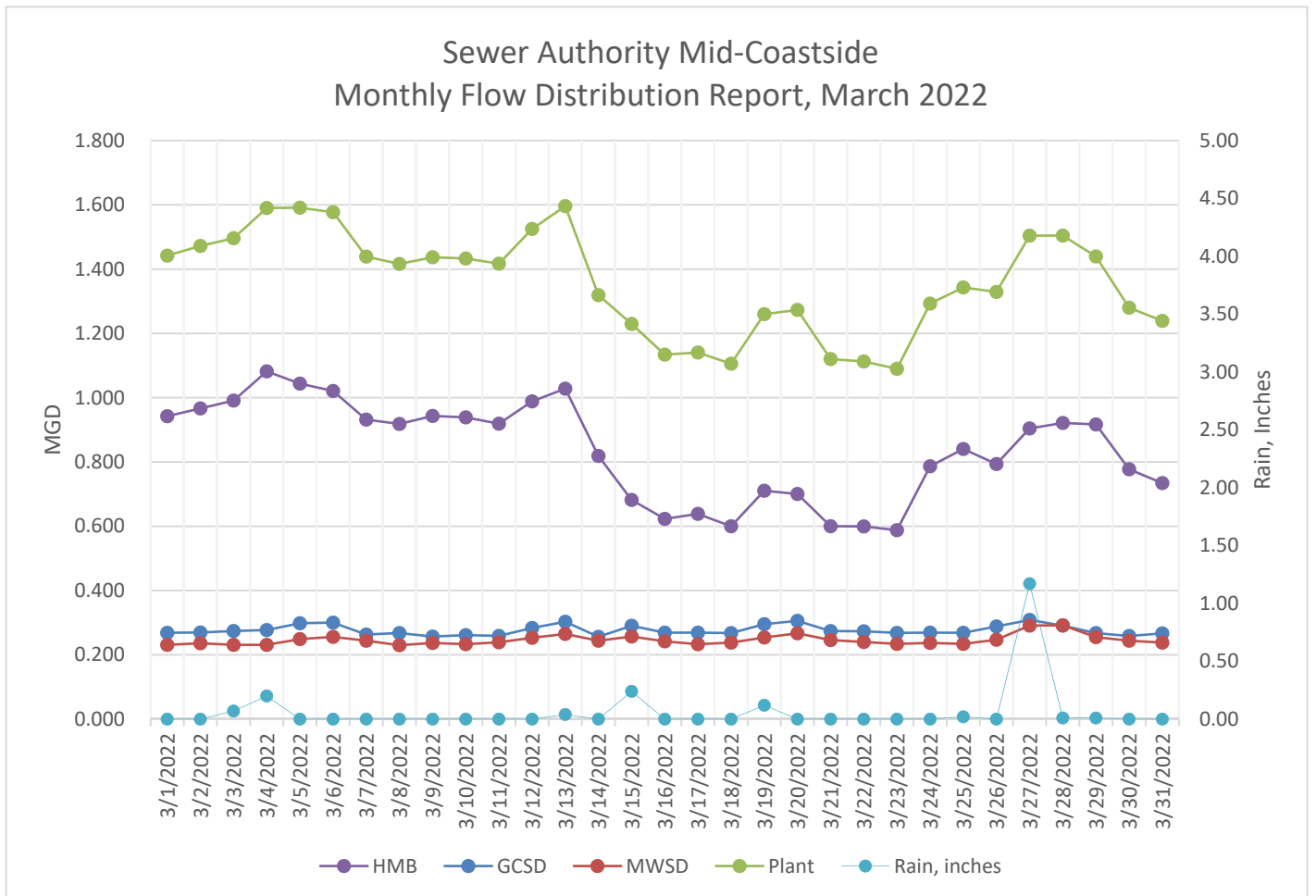
Flow Distribution Report Summary for March 2022

The daily flow report figures for the month of March 2022 have been converted to an Average

Daily Flow (ADF) for each Member Agency.
The results are attached for your review.

The summary of the ADF information is as follows:

	<u>MGD</u>	<u>%</u>
The City of Half Moon Bay	0.837	61.6%
Granada Community Services District	0.276	20.3%
Montara Water and Sanitary District	<u>0.246</u>	<u>18.1%</u>
Total	1.360	100.0%



Sewer Authority Mid-Coastside

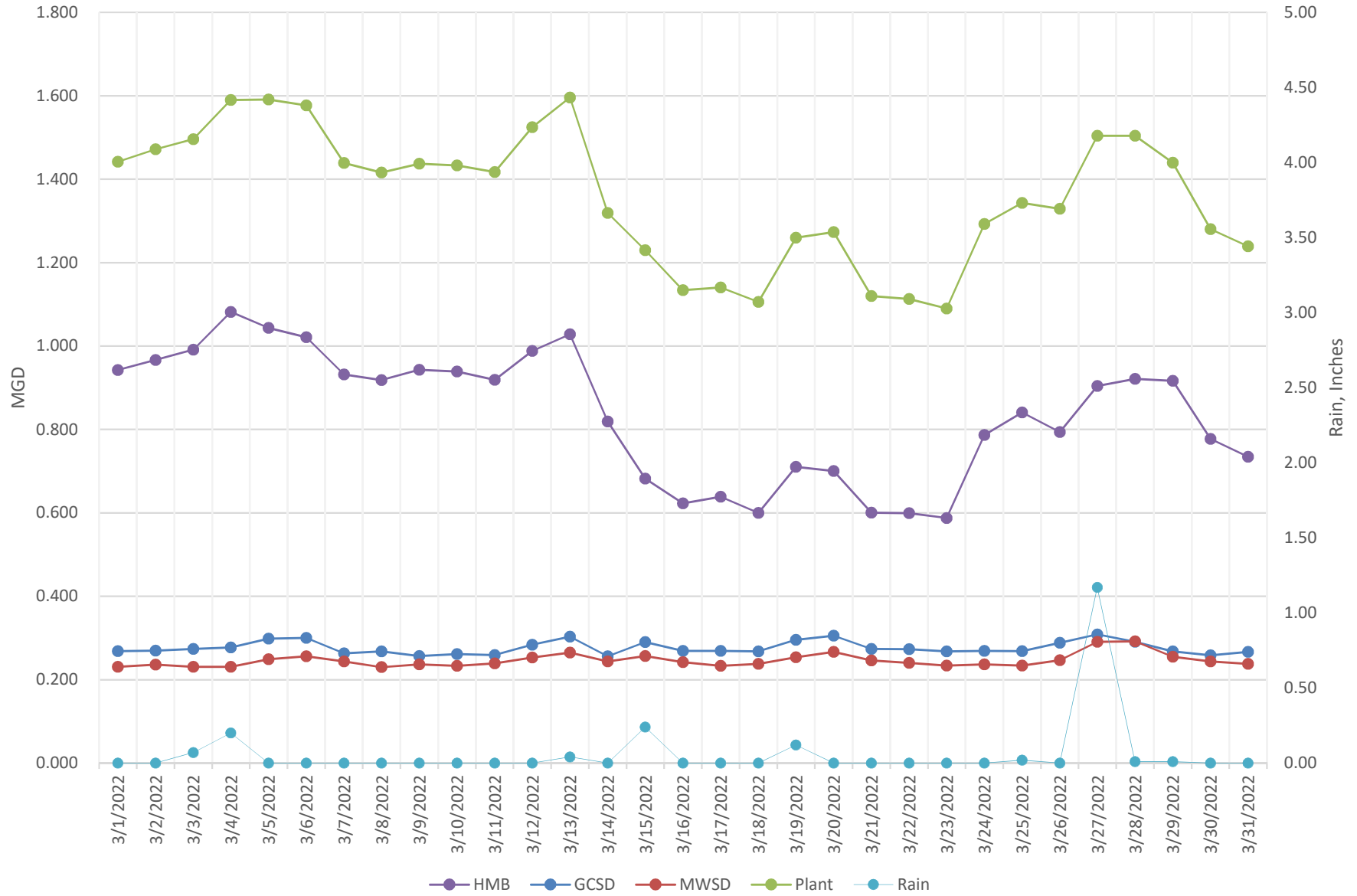
Monthly Flow Distribution Report for March 2022

<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>
3/1/2022	0.943	0.268	0.231	1.442	0.00	0.00	0.00
3/2/2022	0.967	0.269	0.236	1.472	0.00	0.00	0.00
3/3/2022	0.991	0.274	0.231	1.496	0.07	0.04	0.12
3/4/2022	1.082	0.277	0.231	1.590	0.20	0.09	0.10
3/5/2022	1.044	0.298	0.249	1.591	0.00	0.00	0.00
3/6/2022	1.021	0.300	0.256	1.577	0.00	0.00	0.00
3/7/2022	0.932	0.263	0.244	1.439	0.00	0.00	0.00
3/8/2022	0.918	0.268	0.230	1.416	0.00	0.00	0.00
3/9/2022	0.943	0.257	0.237	1.437	0.00	0.00	0.00
3/10/2022	0.939	0.261	0.233	1.433	0.00	0.00	0.00
3/11/2022	0.919	0.259	0.239	1.417	0.00	0.00	0.00
3/12/2022	0.988	0.284	0.253	1.525	0.00	0.00	0.00
3/13/2022	1.028	0.303	0.265	1.596	0.04	0.07	0.05
3/14/2022	0.819	0.256	0.244	1.319	0.00	0.00	0.00
3/15/2022	0.682	0.290	0.257	1.229	0.24	0.37	0.39
3/16/2022	0.623	0.269	0.242	1.134	0.00	0.00	0.00
3/17/2022	0.639	0.269	0.233	1.140	0.00	0.00	0.00
3/18/2022	0.600	0.268	0.238	1.106	0.00	0.00	0.00
3/19/2022	0.710	0.295	0.254	1.260	0.12	0.07	0.13
3/20/2022	0.700	0.306	0.267	1.273	0.00	0.00	0.00
3/21/2022	0.600	0.274	0.246	1.120	0.00	0.00	0.00
3/22/2022	0.599	0.273	0.240	1.113	0.00	0.00	0.00
3/23/2022	0.588	0.268	0.234	1.090	0.00	0.00	0.01
3/24/2022	0.787	0.269	0.237	1.293	0.00	0.01	0.01
3/25/2022	0.841	0.268	0.234	1.343	0.02	0.01	0.01
3/26/2022	0.794	0.288	0.247	1.329	0.00	0.00	0.00
3/27/2022	0.904	0.309	0.291	1.504	1.17	0.40	0.51
3/28/2022	0.921	0.291	0.292	1.504	0.01	0.01	0.04
3/29/2022	0.917	0.268	0.255	1.439	0.01	0.01	0.00
3/30/2022	0.777	0.259	0.244	1.280	0.00	0.00	0.00
3/31/2022	0.734	0.267	0.238	1.239	0.00	0.00	0.00
Totals	25.950	8.569	7.628	42.147	1.88	1.08	1.37

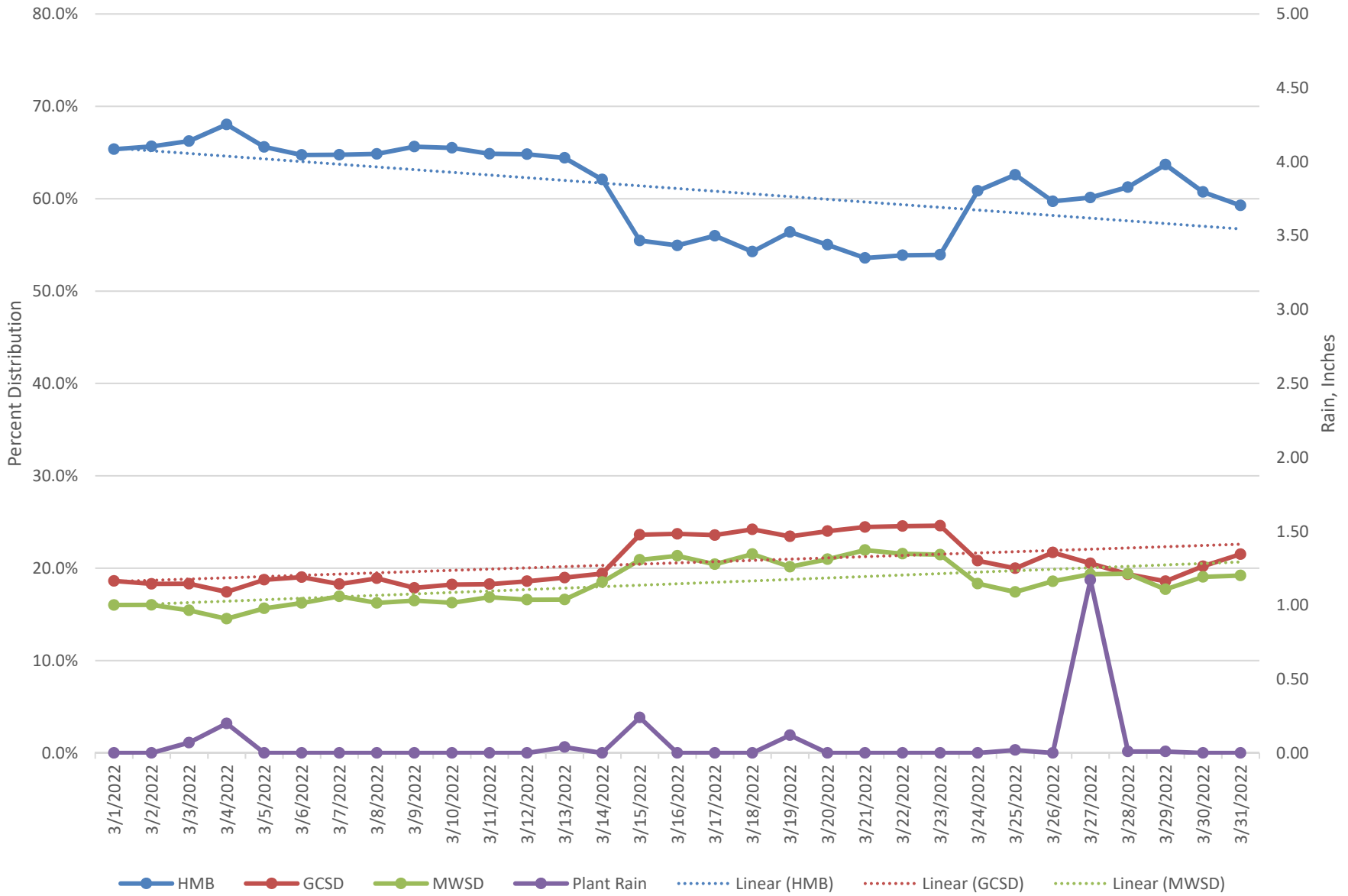
Summary

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.588	0.256	0.230	1.090
Average	0.837	0.276	0.246	1.360
Maximum	1.082	0.309	0.292	1.596
Distribution	61.6%	20.3%	18.1%	100.0%

Sewer Authority Mid-Coastside Monthly Flow Distribution Report, March 2022

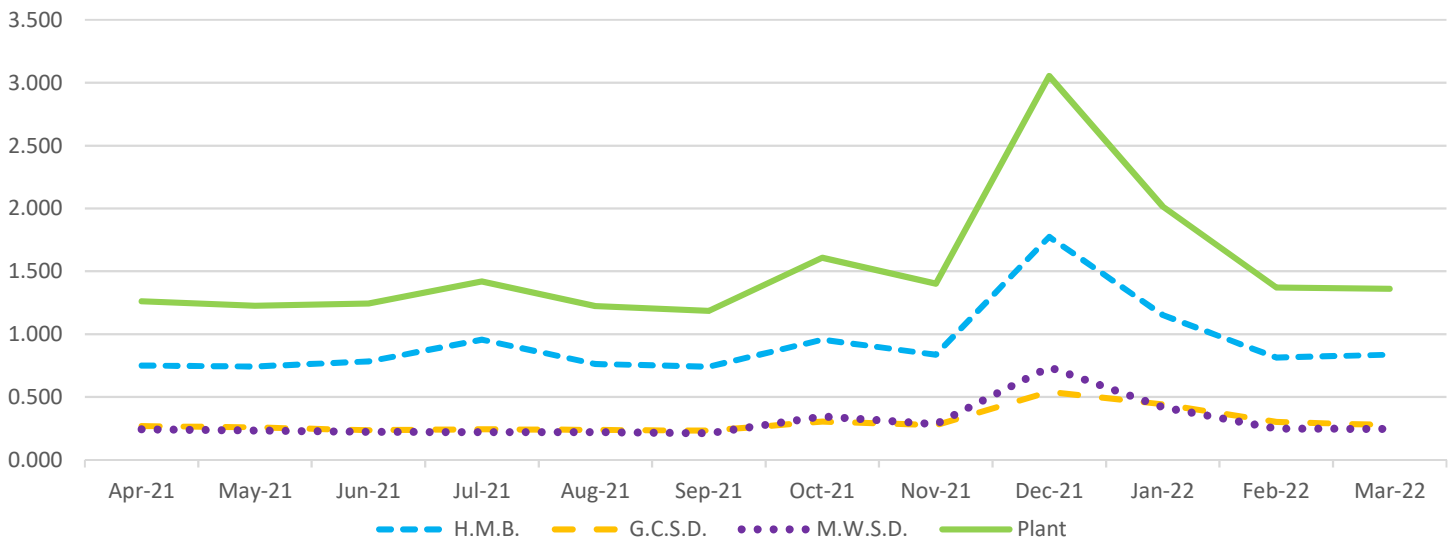


Percent Distribution March 2022

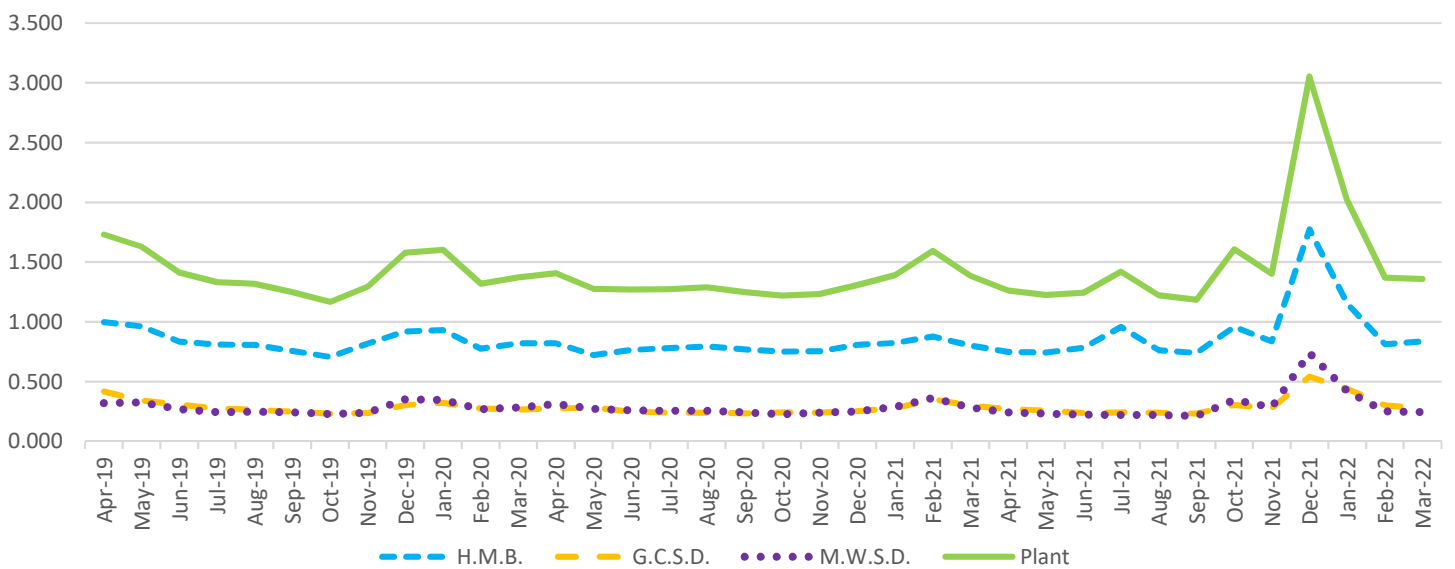


Most recent flow calibration March 2021 PS, March 2021 Plant

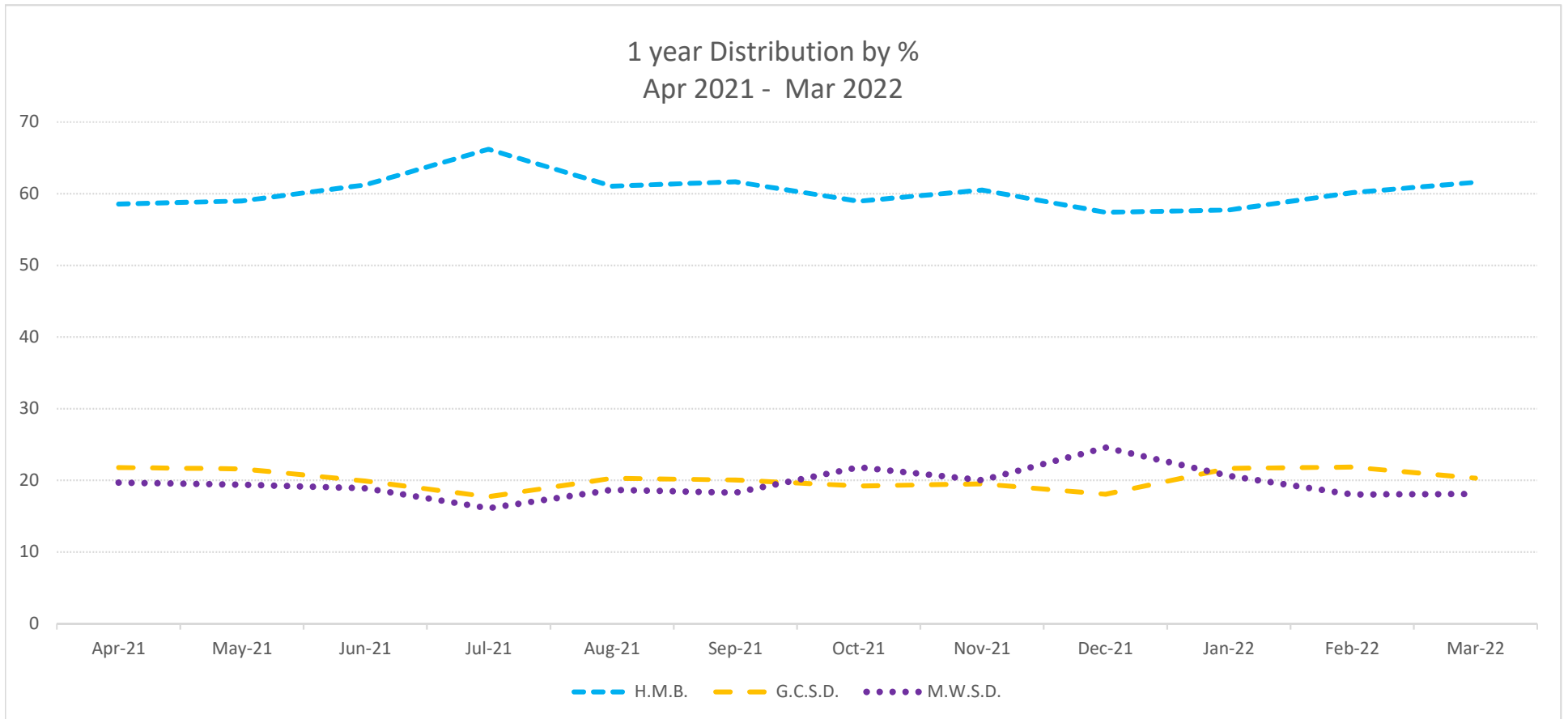
One Year Flow Chgart
Apr 2021 - Mar 2022



Three Year Flow Chart
Apr 2019 - Mar 2022



Flow based percent distribution based for past year



Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, March 2022

March 2022

	Total	<i>Number of S.S.O's</i>			
		HMB	GCS D	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

	Total	<i>12 month rolling Number</i>			
		HMB	GCS D	MWSD	SAM
Roots	1	1	0	0	0
Grease	0	0	0	0	0
Mechanical	0	0	0	0	0
Wet Weather	2	1	0	1	0
Other	1	1	0	0	0
Total	4	3	0	1	0
		75%	0%	25%	0%

Reportable SSOs

	Total	<i>Reportable Number of S.S.O.'s</i>			
		HMB	GCS D	MWSD	SAM
March 2022	0	0	0	0	0
12 Month Moving Total	4	3	0	1	0

SSOs / Year / 100 Miles

	Total	<i>Number of S.S.O.'s /Year/100 Miles</i>			
		HMB	GCS D	MWSD	SAM
March 2022	0.0	0.0	0.0	0.0	0.0
12 Month Moving Total	3.8	8.1	0.0	3.7	0.0
Category 1	1.9	2.7	0.0	3.7	0.0
Category 2	0.0	0.0	0.0	0.0	0.0
Category 3	1.9	5.4	0.0	0.0	0.0
Miles of Sewers	104.5	37.0	33.2	27.0	7.3
		35.4%	31.8%	25.8%	7.0%

12 Month Rolling Total Sewer Cleaning Summary

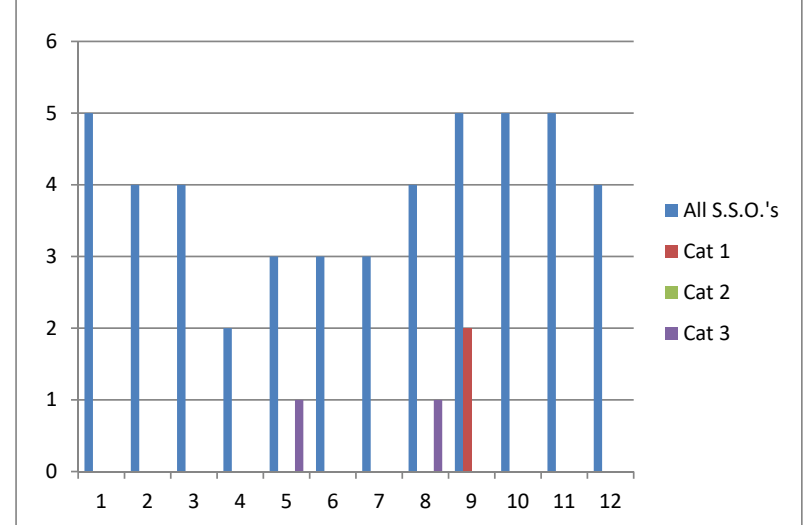
Month	HMB	GCS D	MWSD	Total Feet	Total Miles
April - 21	10,839	2,172	6,565	19,576	3.7
May - 21	12,472	986	6,281	19,739	3.7
June - 21	10,450	3,278	4,743	18,471	3.5
July - 21	13,852	9,054	3,571	26,477	5.0
Aug - 21	9,803	7,616	8,952	26,371	5.0
Sep - 21	10,059	8,794	8,659	27,512	5.2
Oct - 21	14,319	13,526	10,400	38,245	7.2
Nov - 21	1,567	11,465	10,878	23,910	4.5
Dec - 21	1,423	9,662	7,303	18,388	3.5
Jan - 22	4,029	10,061	11,675	25,765	4.9
Feb - 22	18,178	9,863	6,934	34,975	6.6
Mar - 22	12,060	13,397	4,271	29,728	5.6

Annual ft	119,051	99,874	90,232	309,157	
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Annual Mi.	22.5	18.9	17.1		58.6
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Attachment C

12 Month Moving SSO Totals Through March 2022





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: May 19, 2022

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 February 2022 was 0.523%.
- The District has most of its idle water funds deposited in the California Asset Management Program (CAMP). The current 7 day yield for 5/13/22 was 0.8203%.
- 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: **May 19, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Connection Permit Applications Received

As of May 19, 2022 the following new Sewer Connection Permit application was received since the last report:

Date of Application	Property Owner	Site Address	Home Size
2-27-22	Helen Sattelmayer	90 Madrone, Moss Beach	SFD

As of May 19, 2022 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
2-27-22	Helen Sattelmayer	90 Madrone, Moss Beach	SFD

As of May 19, 2022 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
2-27-22	Helen Sattelmayer	90 Madrone, Moss Beach	SFD	DOM

RECOMMENDATION:

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



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: May 19th, 2022

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

SUBJECT: Monthly Water Production Report

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

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

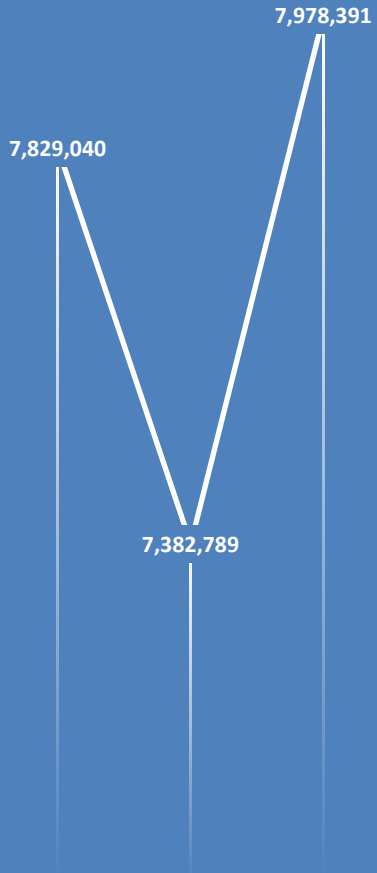
RECOMMENDATION:

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

Attachments: 2

TOTAL PRODUCTION 2022 (GALLONS)

GALLONS



	January	February	March	April	May	June	July	August	September	October	November	December
Total Production (Gallons)	7,829,040	7,382,789	7,978,391									

MONTH



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting of: May 19th, 2022

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Rain Report

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

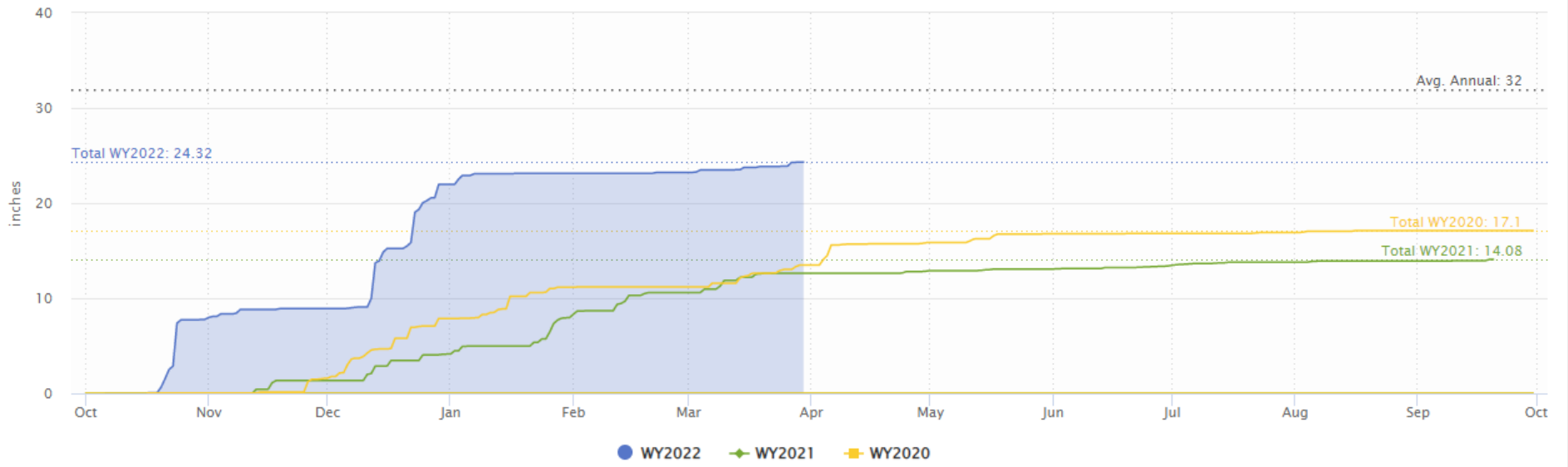
RECOMMENDATION:

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

Attachments: 2

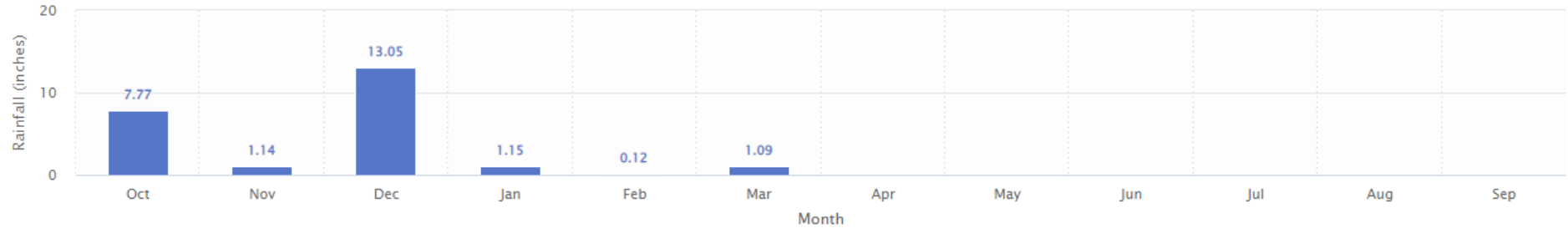
Annual Cumulative Rainfall

Cumulative Rainfall by Water Year



Monthly Cumulative Rainfall

Monthly Rainfall for Current Water Year



2022 © Balance Hydrologics, Inc.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: May 19th, 2022

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

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

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 47,697 kWh and saved 81,068 lbs of CO₂.

RECOMMENDATION:

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

Attachments: 1



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 19, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Monthly Public Agency Retirement Service
Report for February 2022.**

The District has received the monthly PARS report for February 2022.

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
2/1/2022 to 2/28/2022**

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 2/1/2022	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 2/28/2022
Contributions	\$1,268,126.53	\$9,537.85	(\$23,800.88)	\$589.55	\$1,128.45	\$0.00	\$1,252,145.50
TOTAL	\$1,268,126.53	\$9,537.85	(\$23,800.88)	\$589.55	\$1,128.45	\$0.00	\$1,252,145.50

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	-1.88%	-3.58%	5.92%	10.91%	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.

February 2022 PARS Statement Detail

PARS beginning Balance as of February 1, 2022 \$ 1,268,126.53

Contributions:

January 15, 2022 Calculation

Wages paid	32,712.65			
Employer - 7.01%		\$	2,293.16	
Employee - 7.75%		\$	2,535.23	
Contribution subtotal			4,828.39	\$

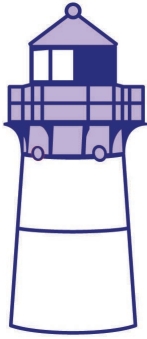
Fund Impact - PARS Wages			
Sewer	Water	Total	
9,955.13	22,757.53	32,712.65	
697.85	1,595.30	2,293.16	

January 31, 2022 Calculation

Wages paid	31,906.89			
Employer - 7.01%		\$	2,236.67	
Employee - 7.75%		\$	2,472.78	
Contribution Subtotal			4,709.46	\$

Fund Impact - PARS Wages			
Sewer	Water	Total	
10,491.73	21,415.17	31,906.89	
735.47	1,501.20	2,236.67	


Total Contributions thru January	\$	9,537.84
Rounding	\$	0.01
Earnings/(Losses)	\$	(23,800.88)
Expenses	\$	(589.55)
Distributions	\$	(1,128.45)
PARS Ending Balance as of February 2022	\$	1,252,145.50



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Special Meeting Of: **May 19, 2022**

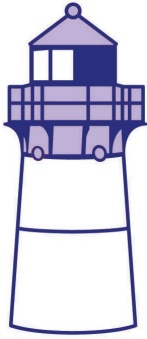
TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Review and Possible Action Concerning Remote Meetings During Emergency Conditions Under Government Code Section 54953 of the Brown Act

AB361 was signed into law by the Governor on September 16, 2021 (effective October 1, 2021). AB361 amends Gov't. Code Section 54953 of the Brown Act by allowing local agencies to hold meetings remotely during emergency situations, under the following conditions:

1. An emergency situation arises that produces an imminent risk to public health and safety.
2. A state of emergency is declared (pursuant to Gov't. Code § 8625).
3. A local agency wishes to meet remotely via teleconferencing as a result of the emergency. A meeting notice/agenda are produced and posted, with an agenda item dedicated to consideration of a resolution to transition to teleconferenced meetings consistent with the terms of Gov't. Code § 54953, subdivision (e).
4. A resolution is passed by majority vote consistent with the terms of Gov't. Code § 54953, subdivision (e), paragraph (1), subparagraph (B) (i.e., determining that in-person meetings present imminent risks to the health or safety of attendees or when state or local officials impose or recommend social distancing measures. This resolution is valid for 30 days.
5. 30 days later: if the state of emergency remains active, a local agency may pass a resolution authorizing continued teleconferenced meetings upon finding that legislative body has both 1) reconsidered the circumstances of the state of emergency, and 2) the state of emergency continues to directly impact the ability of the members to meet safely in person or state/local officials continue to impose or recommend social distancing measures.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Special Meeting Of: **May 19, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

The Governor of the State of California declared a state of emergency on March 4, 2020 resulting from the COVID-19 pandemic; on March 10, 2020, the County of San Mateo also proclaimed the existence of a local emergency throughout the county as a result of COVID-19. Despite sustained efforts to reduce the threat, at present the Delta and Omnicron variants have been circulating in San Mateo County, are highly transmissible in indoor settings and require multi-component prevention strategies to reduce spread; despite high vaccination rates, San Mateo County is experiencing substantial levels of community transmission due to the Omnicron variant and while most COVID-19 cases are among unvaccinated residents, the proportion of breakthrough cases is increasing; hospitalizations have also increased, primarily among unvaccinated persons. Moreover, the small size of the District's Boardroom and administrative offices, as well as the lack of adequate ventilation and/or an air filtering system, further contribute to the unsafe indoor conditions for meeting in-person.

For the above reasons, holding in-person meetings poses an imminent risk to attendees and staff recommends that remote meetings are presently necessary to protect the health and safety of all attendees, including District staff and the Board of Directors.

RECOMMENDATION:

Adopt Resolution Authorizing Remote Teleconference Meetings of the Board of Directors of the Montara Water & Sanitary District Under Government Code Section 54953 of the Brown Act During Existence of State of Emergency Conditions Related to the Covid-19 Pandemic

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF THE MONTARA WATER AND SANITARY DISTRICT AUTHORIZING REMOTE TELECONFERENCE MEETINGS UNDER GOVERNMENT CODE SECTION 54953 OF THE BROWN ACT DURING EXISTENCE OF STATE OF EMERGENCY CONDITIONS RELATED TO THE COVID-19 PANDEMIC

WHEREAS, Montara Water and Sanitary District (“District”) is a Sanitary District duly organized under the Sanitary District Act of 1923 (Health & Safety Code §§ 6400 – 6830) and a public agency formed as a special district and authorized under California law, by a special election of August 11, 1992 and MWSD Resolution 978, to exercise all powers of a county water district in the same manner as county water districts formed under the County Water District Law (Division 12 (commencing with Section 30000) of the Water Code) for the purpose of operating and maintaining wastewater and water facilities; and

WHEREAS, on March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19; and

WHEREAS, the District is committed to preserving and nurturing public access and participation in meetings of the District’s Board of Directors (“Board”); and

WHEREAS, all meetings of the Board are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the Board conduct its business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state and county caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the District’s boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, that the legislative body meeting in-person would present imminent risks to the health and safety of attendees; and

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF THE MONTARA WATER AND SANITARY DISTRICT AUTHORIZING REMOTE TELECONFERENCE MEETINGS UNDER GOVERNMENT CODE SECTION 54953 OF THE BROWN ACT DURING EXISTENCE OF STATE OF EMERGENCY CONDITIONS RELATED TO THE COVID-19 PANDEMIC

WHEREAS, such conditions now exist within the Montara Water and Sanitary District (“District”), specifically, by the Governor of the State of California’s executive order declaring a State Emergency as a result of the COVID-19 virus pandemic pursuant to Government Code section 8625 and by the County of San Mateo declaring a local emergency a result of the COVID-19 virus pandemic pursuant to Government Code section 8630 and Health and Safety Code Section 101080; and

WHEREAS, holding in-person meetings of the District’s Board of Directors (the “Board”) will present an imminent risk to the health and safety of Board members, District staff and attendees and directly impacts their ability to meet safely due to the SARS-CoV-2 B.1.617.2 (Delta) variant and Omicron Variant, which has been circulating in San Mateo County, is highly transmissible in indoor settings and requires multi-component prevention strategies to reduce spread; despite high vaccination rates, San Mateo County is experiencing substantial levels of community transmission due to the Delta variant and while most COVID-19 cases are among unvaccinated residents, the proportion of breakthrough cases is increasing; hospitalizations have also increased, primarily among unvaccinated persons; and

WHEREAS, the Board does hereby declare that the aforementioned conditions causing imminent risk to attendees if in-person meetings are held has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to proclaim a local emergency and to ratify the proclamation of state of emergency by the Governor of the State of California and the proclamation of emergency and orders of the County of San Mateo; and

WHEREAS, as a consequence of the state and local emergency, the Board does hereby declare that it shall conduct its meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF THE MONTARA WATER AND SANITARY DISTRICT AUTHORIZING REMOTE TELECONFERENCE MEETINGS UNDER GOVERNMENT CODE SECTION 54953 OF THE BROWN ACT DURING EXISTENCE OF STATE OF EMERGENCY CONDITIONS RELATED TO THE COVID-19 PANDEMIC

WHEREAS, the Board does hereby declare that the District shall take all measures necessary to ensure access to remote teleconference meetings for the public in accordance with paragraph (2) of subdivision (e) of section 54953.

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:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board hereby proclaims that a local emergency now exists throughout the District, and in-person meetings present imminent risk to attendees as heretofore described.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The District Manager and the Board Chair are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act, and to make adjustments in meeting practices and/or remote logistics to comply with this Resolution and local or state health orders to ensure the health and safety of employees and residents while maintaining critical District operations.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) 30-days from the date of its adoption, or (ii) such time as the Board adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Board may continue to remotely teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

Section 6. Rescission. Resolution No. 1669 establishing a temporary meeting location is hereby rescinded pursuant to Governor's Order N-08-21.

RESOLUTION NO. _____

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE MONTARA WATER
AND SANITARY DISTRICT AUTHORIZING REMOTE TELECONFERENCE
MEETINGS UNDER GOVERNMENT CODE SECTION 54953 OF THE BROWN
ACT DURING EXISTENCE OF STATE OF EMERGENCY CONDITIONS
RELATED TO THE COVID-19 PANDEMIC**

President, Montara Water and Sanitary District

COUNTERSIGNED:

Secretary, Montara Water and Sanitary District

* * * *

I HEREBY CERTIFY that the foregoing Resolution No. _____ duly and regularly adopted and passed by the Board of the Montara Water and Sanitary District, County of San Mateo, California, at a Regular Adjourned Meeting thereof held on the 19th day of May 2022, by the following vote:

AYES, Directors:

ABSTENTION:

NOES, Directors:

ABSENT, Directors:

Secretary, Montara Water and Sanitary District



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 19, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

**SUBJECT: Review and Possible Action Concerning
2021/2022 Draft Water and Sewer Budget**

The Board reviewed a draft version of next fiscal year's budget in April this year. The finance committee further reviewed and commented on the draft budget and recommended to bring the document for approval to the MWSD board. At this time associated board items, the revised Master Fee Schedule, the completed tax roll document for sewer service and delinquent charge collection, and further description of the water CIP are in preparation. Staff anticipates bringing the budget and associated documents to the board for approval at the June 2 meeting.

The district's accountant Peter Medina with is available to present the draft budget.

RECOMMENDATION:

This item is for Board discussion and direction to staff. The final budget version will be presented for adoption at a subsequent meeting.

Attachments



Montara Water & Sanitary Budgeted Cash Flow - Sewer Fiscal year 2022-2023

Cash flow summary
Operating cash flow

Operating income	FY 2021-2022	FY 2022-2023	Variance (%)	Variance (\$)
Sewer Service Charges	\$ 3,479,472	\$ 3,702,479	6.41%	\$ 223,007
Cell Tower Lease	\$ 77,220	\$ 80,000	3.60%	\$ 2,780
Permits, Fees & Other	\$ 13,100	\$ 22,000	67.94%	\$ 8,900
Property Tax	\$ 277,750	\$ 277,750	0.00%	\$ -
Waste Collection Revenues	\$ 25,000	\$ 27,000	8.00%	\$ 2,000
Total operating income	\$ 3,872,542	\$ 4,109,229		
Operating expenses				
Personnel	\$ (365,824)	\$ (416,437)	13.84%	\$ 50,613
Professional Services	\$ (312,500)	\$ (317,000)	1.44%	\$ 4,500
Facilities & Administration	\$ (47,400)	\$ (55,900)	17.93%	\$ 8,500
Engineering	\$ (30,000)	\$ (35,000)	16.67%	\$ 5,000
Pumping	\$ (45,200)	\$ (45,000)	-0.44%	\$ (200)
Sewer Authority Mid-Coastside	\$ (1,974,581)	\$ (2,121,514)	7.44%	\$ 146,933
All other Accounts	\$ (142,060)	\$ (95,760)	-32.59%	\$ (46,300)
Total operating expenses	\$ (2,917,565)	\$ (3,086,611)		
Net Cash Flow Provided by Operations	\$ 954,977	\$ 1,022,618		
Investment cash flow				
Investment income				
Interest Revenue	\$ 40,000	\$ 20,000	-50.00%	\$ (20,000)
Total investment income	\$ 40,000	\$ 20,000		
Investment expenses				
Capital Improvement Program	\$ (1,906,335)	\$ (1,015,900)	-46.71%	\$ (890,435)
Total investment expenses	\$ (1,906,335)	\$ (1,015,900)		
Net Cash Flow Used by Investments	\$ (1,866,335)	\$ (995,900)		
Financing cash flow				
Financing income				
Connection Fees	\$ 150,000	\$ 150,000	0.00%	\$ -
Total financing income	\$ 150,000	\$ 150,000		
Financing expenses				
Loan Interest Expense	\$ (32,235)	\$ (29,157)	-9.55%	\$ (3,078)
Loan Principal Payment	\$ (100,153)	\$ (106,831)	6.67%	\$ 6,678
Total financing expenses	\$ (132,388)	\$ (135,988)		
Net Cash Flow Provided by Financing Activities	\$ 17,612	\$ 14,012		
Overall projected cash flow	\$ (893,746)	\$ 40,730		
Transfer from/(to) Sewer Reserves	\$ 893,746	\$ (40,730) *		
Net cash flow	\$ -	\$ -		

* Please see discussion of Sewer operating reserve funds on page 15. In addition, please review the Sewer CIP project summary list on page 11.



Montara Water & Sanitary

Budgeted Cash Flow - Water

Fiscal year 2022-2023

Cash flow summary

Operating cash flow

Operating income	FY 2021-2022	FY 2022-2023	Variance (%)	Variance (\$)
Water Sales	\$ 1,897,000	\$ 1,897,000	0.00%	\$ -
Permits, Fees & Other	\$ 13,000	\$ 18,600	43.08%	\$ 5,600
Property Tax	\$ 277,750	\$ 277,750	0.00%	\$ -
Backflow Testing & Other	\$ 18,000	\$ 15,000	-16.67%	\$ (3,000)
Total operating income	\$ 2,205,750	\$ 2,208,350		
Operating expenses				
Personnel	\$ (1,006,896)	\$ (1,051,467)	4.43%	\$ 44,571
Professional Services	\$ (257,000)	\$ (229,500)	-10.70%	\$ (27,500)
Facilities & Administration	\$ (75,500)	\$ (80,500)	6.62%	\$ 5,000
Engineering	\$ (120,000)	\$ (70,000)	-41.67%	\$ (50,000)
Pumping	\$ (105,700)	\$ (105,700)	0.00%	\$ -
Supply	\$ (52,500)	\$ (52,500)	0.00%	\$ -
Collection/Transmission	\$ (94,000)	\$ (120,000)	27.66%	\$ 26,000
Treatment	\$ (65,000)	\$ (95,000)	46.15%	\$ 30,000
All Other Accounts	\$ (202,300)	\$ (175,000)	-13.49%	\$ (27,300)
Total operating expenses	\$ (1,978,896)	\$ (1,979,667)		
Net Cash Flow Provided by Operations	\$ 226,854	\$ 228,683		
Investment cash flow				
Investment income				
GO Bonds, Assessment Receipts	\$ 905,740	\$ 983,546	8.59%	\$ 77,806
Water System Reliability Charge	\$ 1,000,000	\$ 1,000,000		\$ -
Total investment income	\$ 1,905,740	\$ 1,983,546		
Investment expenses				
Capital Improvement Program	\$ (1,198,750)	\$ (1,039,000)	-13.33%	\$ (159,750)
Total investment expenses	\$ (1,198,750)	\$ (1,039,000)		
Net Cash Flow Used by Investments	\$ 706,990	\$ 944,546		
Financing cash flow				
Financing income				
Connection Fees	\$ 150,000	\$ 150,000	0.00%	\$ -
Total financing income	\$ 150,000	\$ 150,000		
Financing expenses				
Long Term Debt - Interest Expense	\$ (155,987)	\$ (139,419)	-10.62%	\$ (16,568)
Long Term Debt - Principal Payment	\$ (1,148,574)	\$ (1,169,517)	1.82%	\$ 20,943
Total financing expenses	\$ (1,304,561)	\$ (1,308,936)		
Net Cash Flow Provided by Financing Activities	\$ (1,154,561)	\$ (1,158,936)		
Overall projected cash flow	\$ (220,717)	\$ 14,293		
Transfer from/(to) Water Reserves	\$ 220,717	\$ (14,293)	*	
Net cash flow	\$ -	\$ -		

* Please see discussion of Water operating reserve funds on page 14. In addition, please review the Water CIP project summary list on page 12.

MWSD — Fiscal Year 2022-23 Operations Budget - SEWER ENTERPRISE

Operating Revenue	GL Codes	2018-19 Actual	2019-20 Actual	2020-21 Actual	Approved		Income/Expenditures			Projected as		Proposed Budgeted		Increase/(Decrease)	
					Budget 2021-22	as of April 30, 2022	% To date	Projected	% of Budget	amounts 2022-23	from 2021-2022 \$	Increase/(decrease) %			
Cell Tower Lease:	4220	36,752	42,687	34,032	77,220	73,309	94.94%	79,973	103.57%	80,000	2,780	3.60%			
Administrative Fees (New Construction):	4410	3,647	3,794	4,932	3,600	6,828	189.67%	8,194	227.60%	6,000	2,400	66.67%			
Administrative Fees (Remodel):	4420	0	542	548	1,000	569	56.90%	683	68.28%	1,000	0	0.00%			
Inspection Fees (New Construction):	4430	3,448	3,584	3,626	3,500	6,456	184.46%	7,747	221.35%	6,000	2,500	71.43%			
Inspection Fees (Remodel):	4440		512	518	1,000	0	0.00%	0	0.00%	1,000	0	0.00%			
Mainline Extension Fees:	4450					6,000	100.00%	7,200	100.00%	0	0	#DIV/0!			
Remodel Fees:	4460	5,376	2,999	10,601	4,000	13,558	338.95%	16,270	406.74%	8,000	4,000	100.00%			
Other Fees:	4470			7,500		0	0.00%	0	0.00%	0					
Grants:	4510		112	136		136	100.00%	163	100.00%	0	0	#DIV/0!			
Property Tax Receipts:	4610	404,079	407,337	455,194	277,750	480,866	173.13%	577,039	207.76%	277,750	0	0.00%			
Sewer Service Charges:	4710	2,610,244	3,086,734	3,429,746	3,484,472	3,524,649	101.15%	3,484,472	100.00%	3,712,479	228,007	6.54%			
Sewer Service Refunds, Customer:	4720	496	(7,751)	(42,650)	(5,000)	(8,166)	163.32%	(9,799)	195.98%	(10,000)	(5,000)	100.00%			
Waste Collection Revenues:	4760	23,172	24,353	27,202	25,000	19,621	78.48%	23,545	94.18%	27,000	2,000	8.00%			
Other Revenue:	4990	2,825	2,018	189,253		2,353	100.00%	72	100.00%						
Total Operating Revenue:		3,090,039	3,566,921	4,120,638	3,872,542	4,126,179	106.55%	4,195,559	108.34%	4,109,229	236,687	6.11%			
Operating Expenses															
Bank Fees:	5190	6,875	6,592	8,517	7,000	5,073	72.47%	6,088	86.97%	7,000	0	0.00%			
Board Meetings:	5210	3,928	3,861	4,050	3,000	3,406	113.53%	4,087	136.24%	3,000	0	0.00%			
Director Fees:	5220	2,288	4,125	3,525	7,500	3,838	51.17%	4,606	61.41%	7,500	0	0.00%			
Election Expenses:	5230	4,265	0	0	75,000	0	0.00%	0	0.00%	10,000	(65,000)	-86.67%			
Conference Attendance:	5250	2,467	35	0	2,500	1,434	57.36%	1,721	68.83%	6,000	3,500	140.00%			
Information Systems:	5270	1,725	9,746	6,875	4,000	3,812	95.30%	4,574	114.36%	5,000	1,000	25.00%			
Fidelity Bond:	5310	438	0	438	500	0	0.00%	0	0.00%	500	0	0.00%			
Property & Liability Insurance:	5320	7,737	1,394	9,851	5,000	8,057	161.14%	14,939	298.78%	15,000	10,000	200.00%			
LAFCO Assessment:	5350	1,794	2,060	5,318	2,500	0	0.00%	2,460	98.40%	2,500	0	0.00%			
Meeting Attendance, Legal:	5420	14			0	0	0.00%	0	0.00%	0	0	#DIV/0!			
General Legal:	5430	183,515	89,445	59,250	200,000	63,645	31.82%	76,374	38.19%	200,000	0	0.00%			
Litigation:	5440		49,445	203,505		175,958		211,150							
Maintenance, Office:	5510	7,230	4,614	4,096	8,000	2,802	35.03%	3,362	42.03%	15,000	7,000	87.50%			
Meetings, Local:	5520	0				0	0.00%	0	0.00%	0	0				
Memberships:	5530		600	600		3,808	100.00%	4,570	100.00%	4,000	4,000				
Office Supplies:	5540	5,681	6,388	4,094	6,500	5,572	85.72%	6,686	102.87%	2,500	(4,000)	-61.54%			
Postage:	5550	2,043	654	463	400	70	17.50%	84	21.00%	400	0	0.00%			
Printing & Publishing:	5560	2,490	980	1,397	1,500	591	39.40%	709	47.28%	1,500	0	0.00%			
Accounting:	5610	26,503	37,875	34,978	39,000	25,313	64.91%	30,376	77.89%	38,000	(1,000)	-2.56%			
Audit:	5620	13,000	8,150	13,150	13,500	13,661	101.19%	13,661	101.19%	16,500	3,000	22.22%			
Consulting:	5630	25,261	50,500	66,299	50,000	38,576	77.15%	46,291	92.58%	50,000	0	0.00%			
Data Services:	5640	6,079	7,173	6,386	6,500	9,283	142.82%	9,283	142.82%	9,000	2,500	38.46%			
Labor & HR Support:	5650	2,442	2,562	2,562	2,500	2,135	85.40%	2,562	102.48%	2,500	0	0.00%			
Payroll Services:	5660	949	967	968	1,000	761	76.10%	913	91.32%	1,000	0	0.00%			
Other Professional Services:	5690	0				0	0.00%	0	0.00%	0	0				
San Mateo County Tax Roll Charges:	5710	119	119	119	200	119	59.50%	143	71.40%	200	0	0.00%			
Telephone & Internet:	5720	25,300	31,129	32,546	20,000	31,637	158.19%	37,964	189.82%	25,000	5,000	25.00%			
Mileage Reimbursement:	5730	1,570	327	0	1,500	195	13.00%	234	15.60%	1,500	0	0.00%			
Reference Materials:	5740	87	0	55	200	0	0.00%	0	0.00%	200	0	0.00%			
Other Administrative:	5790	448	608	94		0	0.00%	0	0.00%	0	0				
CalPERS 457 Deferred Plan:	5810	18,955	20,180	18,545	18,364	17,083	93.02%	20,500	111.63%	19,643	1,279	6.96%			
Employee Benefits:	5820	52,115	50,680	55,091	43,823	38,228	87.23%	45,874	104.68%	43,823	0	0.00%			
Disability Insurance:	5830	1,360	1,709	1,747	1,471	1,769	75.94%	1,769	91.13%	2,077	136	6.98%			
Payroll Taxes:	5840	15,610	16,217	17,028	20,069	12,592	62.74%	15,110	75.29%	23,380	3,311	16.50%			
PARS:	5850	19,459	20,480	25,388	17,936	14,037	78.26%	16,844	93.91%	19,195	1,259	7.02%			
Management:	5910	112,113	114,041	128,011	118,537	102,841	86.76%	123,409	104.11%	123,568	5,031	4.24%			
Staff :	5920	125,760	132,421	131,838	140,658	105,503	75.01%	126,604	90.01%	178,814	38,156	27.13%			
Staff Certification:	5930	1,800	2,225	1,913	1,800	1,575	87.50%	1,890	105.00%	1,800	0	0.00%			
Staff Overtime:	5940	1,435	1,888	3,411	340	3,160	929.41%	3,792	1115.29%	1,433	1,093	321.42%			
Staff Standby:	5950					0	0.00%	0	0.00%	0	0				
Worker's Compensation Insurance:	5960	2,622	2,837	2,699	2,355	1,961	83.27%	2,353	99.92%	2,705	350	14.87%			
Claims, Property Damage:	6170	20,514	632	976	20,000	3,076	15.38%	3,691	18.46%	20,000	0	0.00%			
Education & Training:	6195	559	0		1,000	93	9.30%	112	11.16%	1,000	0	0.00%			
Meeting Attendance, Engineering:	6210					0	0.00%	0	0.00%	0	0	#DIV/0!			
General Engineering:	6220	33,584	35,060	24,889	30,000	46,053	153.51%	55,264	184.21%	35,000	5,000	16.67%			
Equipment & Tools, Expensed:	6320					0	0.00%	0	0.00%	0	0	#DIV/0!			
Alarm Services:	6335	5,028	6,133	6,688	5,000	4,365	87.30%	5,238	104.76%	5,500	500	10.00%			
Landscaping:	6337	2,588	4,468	4,875	6,000	5,400	90.00%	5,400	90.00%	6,000	0	0.00%			



MWSD — Fiscal Year 2022-23 Operations Budget - SEWER ENTERPRISE

Operating Revenue	GL Codes	2018-19 Actual	2019-20 Actual	2020-21 Actual	Approved	Income/Expenditures			Projected as	Proposed Budgeted	Increase/(Decrease)	Increase/(decrease)
					Budget 2021-22	as of April 30, 2022	% To date	Projected	% of Budget	amounts 2022-23	from 2021-2022 \$	%
Pumping Fuel & Electricity:	6410	44,881	39,587	45,778	45,000	39,820	88.49%	47,784	106.19%	45,000	0	0.00%
Maintenance, Collection System:	6660	550			10,000	724	7.24%	869	8.69%	10,000	0	0.00%
Uniforms:	6770	0	126		200	0	0.00%	0	0.00%	200	0	0.00%
Fuel:	6810	1,021	848	687	1,000	441	44.10%	529	52.92%	1,000	0	0.00%
Truck Equipment, Expensed:	6820	27	439	38	160	0	0.00%	0	0.00%	160	0	0.00%
Truck Repairs:	6830	423	622	88	1,000	54	5.40%	65	6.48%	1,000	0	0.00%
Total Other Operations:	6890	0	(29,919)			0	0.00%	0	0.00%		0	
SAM Collections:	6910	329,965	341,549	281,817	331,973	248,980	75.00%	298,776	90.00%	284,186	(47,787)	-14.39%
SAM Operations:	6920	1,316,715	1,529,139	1,584,637	1,532,608	1,298,489	84.72%	1,558,187	101.67%	1,727,328	194,720	12.71%
SAM Maintenance, Collection System:	6940	0			40,000	19,809	49.52%	23,771	59.43%	40,000	0	0.00%
SAM Maintenance, Pumping:	6950	82,999			70,000	75,359	107.66%	90,431	129.19%	70,000	0	0.00%
Total Operations Expense:		2,932,411	2,610,711	2,805,280	2,917,564	2,440,863	83.66%	2,931,097	100.46%	3,086,611	169,047	5.79%
Net Change in position from Operations:		157,629	956,210	1,315,358	954,978	1,685,316	176.48%	1,264,462	132.41%	1,022,618	67,640	7.08%

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MWSD — Fiscal Year 2022-23 Non-Operating Budget - SEWER ENTERPRISE

	<u>GL Codes</u>	<u>2018-19 Actual</u>	<u>2019-20 Actual</u>	<u>2020-21 Actual</u>	<u>Approved Budget 2021-22</u>	<u>Income/Expenditure s as of April 30, 2022</u>	<u>% To date</u>	<u>Projected</u>	<u>Projected as % of Budget</u>	<u>Proposed Budgeted amounts 2022-23</u>	<u>Increase/(Decrease) from 2021-2022 \$</u>	<u>Increase/(decrease) %</u>
Non Operating Revenue												
Connection Fees, Residential New Const:	7110	246,161	225,264	183,873	100,000	32,307	32.31%	38,768	38.77%	100,000	0	0.00%
Connection Fees, Residential Remodel:	7120	66,218	55,708	2,774	50,000	42,662	85.32%	51,194	102.39%	50,000	0	0.00%
LAIF, Interest:	7200	99,073	105,107	38,726	40,000	9,232	23.08%	11,078	27.70%	20,000	(20,000)	-50.00%
Total Non Operating Revenue:		411,451	386,079	225,373	190,000	84,201	44.32%	101,041	53.18%	170,000	(20,000)	-10.53%
Non Operating Expense												
PNC Equipment Lease:	9125	17,492	15,151	11,535	11,535	8,052	69.81%	11,535	100.00%	9,441	(2,094)	-18.15%
I-Bank Loan:	9200	22,382	23,801	21,263	20,700	11,873	57.36%	20,700	100.00%	19,716	(984)	-4.76%
Total Non Operating Expense:		39,874	38,952	32,798	32,235	19,925	61.81%	32,235	100.00%	29,157	(3,078)	-9.55%
Net Change in position from Non Operating activities:		371,577	347,127	192,575	157,765	64,276		68,806		140,843	(16,922)	

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MWSD — Fiscal Year 2022-23 Operations Budget - WATER ENTERPRISE

Operating Revenue	GL Codes	2018-19	2019-20	2020-21	Approved Budget	Income/Expenditures		Projected	Projected as %	Proposed Budgeted	Increase/(Decrease)	Increase/(decrease)
		Actual	Actual	Actual	2021-22	as of April 30, 2022	% To date		of Budget	amounts 2022-23	from 2021-2022 \$	%
Cell Tower Lease:	4220	36,752	42,687	33,985	0	0	0.00%	0	0.00%	0	0	#DIV/0!
Administrative Fees (New Construction):	4410	3,126	4,336	6,028	5,000	7,966	159.32%	9,559	191.18%	7,000	2,000	40.00%
Administrative Fees (Remodel):	4420	0	1,084	548	0	569	100.00%	683	100.00%	600	600	#DIV/0!
Inspection Fees (New Construction):	4430	2,956	4,096	5,698	4,000	7,877	196.93%	9,452	236.31%	7,000	3,000	75.00%
Inspection Fees (Remodel):	4440	0	1,536	518	1,000	538	53.80%	646	64.56%	1,000	0	0.00%
Mainline Extension Fees:	4450	3,119		85,905	3,000	82,882	2762.73%	99,458	3315.28%	3,000	0	
Remodel Fees:	4460	1,900	1,421	0			0.00%	0	0.00%		0	#DIV/0!
Other Fees:	4470	3,382	4,400	489								
Grants:	4510	280	112	136		136	100.00%	163	100.00%		0	#DIV/0!
Property Tax Receipts:	4610	404,079	407,337	455,194	277,750	480,866	173.13%	577,039	207.76%	277,750	0	0.00%
Testing, Backflow:	4740	18,420	25,761	15,828	18,000	22,480	124.89%	26,976	149.87%	15,000	(3,000)	-16.67%
Water Sales:	4810	1,892,091	1,973,134	1,952,964	1,900,000	1,465,715	77.14%	1,758,858	92.57%	1,900,000	0	0.00%
Water Sales Refunds, Customer:	4850	(4,670)	(1,338)	(2,817)	(3,000)	(3,055)	101.83%	(3,666)	122.20%	(3,000)	0	0.00%
Other Revenue:	4990	3,936	56,424	6,393		3,164	100.00%	3,797	100.00%		0	
Total Operating Revenue:		2,365,370	2,520,990	2,560,869	2,205,750	2,069,138	93.81%	2,482,966	112.57%	2,208,350	2,600	0.12%
Operating Expenses												
Bank Fees:	5190	3,495	1,434	1,777	1,500	2,505	167.00%	3,006	200.40%	4,000	2,500	166.67%
Board Meetings:	5210	3,928	3,861	4,050	3,000	3,406	113.53%	4,087	136.24%	3,000	0	0.00%
Director Fees:	5220	2,288	4,125	3,525	7,500	3,838	51.17%	4,606	61.41%	7,500	0	0.00%
Election Expenses:	5230	4,265		0	75,000	0	0.00%	0	0.00%	10,000	(65,000)	-86.67%
Bond Issue Cost:	5235			66,381		0		0				
CDPH Fees:	5240	10,530	12,405	12,004	13,000	15,707	120.82%	15,707	120.82%	15,000	2,000	15.38%
Conference Attendance:	5250	2,467	243	0	3,000	1,434	47.80%	1,721	57.36%	6,000	3,000	100.00%
Information Systems:	5270	10,185	18,631	6,875	5,000	3,812	76.24%	4,574	91.49%	5,000	0	0.00%
Fidelity Bond:	5310	438		438	500	0	0.00%	0	0.00%	500	0	0.00%
Property & Liability Insurance:	5320	2,215	1,173	0	5,000	6,881	137.62%	8,257	165.14%	0	(5,000)	-100.00%
LAFCO Assessment:	5350	2,520	2,759	5,872	3,000	0	0.00%	0	0.00%	5,000	2,000	66.67%
Meeting Attendance, Legal:	5420	14		0	0	0	0.00%	0	0.00%	0	0	#DIV/0!
General Legal:	5430	24,250	123,406	116,294	140,000	69,798	49.86%	83,758	59.83%	100,000	(40,000)	-28.57%
Maintenance, Office:	5510	11,015	6,414	10,653	8,000	2,944	36.80%	3,533	44.16%	15,000	7,000	87.50%
Meetings, Local:	5520	41	(142)			0	0.00%	0	0.00%		0	
Memberships:	5530	22,236	23,026	24,540	27,000	19,845	73.50%	25,000	92.59%	27,000	0	0.00%
Office Supplies:	5540	7,244	6,525	4,098	6,500	10,466	161.02%	12,559	193.22%	4,500	(2,000)	-30.77%
Postage:	5550	9,318	11,567	13,451	9,000	10,325	114.72%	12,390	137.67%	14,000	5,000	55.56%
Printing & Publishing:	5560	3,213	2,171	1,397	5,000	1,136	22.72%	1,363	27.26%	5,000	0	0.00%
Accounting:	5610	26,503	37,875	34,978	39,000	25,313	64.91%	30,376	77.89%	38,000	(1,000)	-2.56%
Audit:	5620	13,000	8,150	13,150	13,500	13,661	101.19%	13,661	101.19%	16,500	3,000	22.22%
Consulting:	5630	28,471	56,893	64,713	55,000	40,431	73.51%	48,517	88.21%	65,000	10,000	18.18%
Data Services:	5640	900	6,386	6,500	6,500	10,400	160.00%	12,480	192.00%	6,500	0	0.00%
Labor & HR Support:	5650	2,442	2,641	2,562	2,000	2,135	106.75%	2,562	128.10%	2,500	500	25.00%
Payroll Services:	5660	949	967	968	1,000	761	76.10%	913	91.32%	1,000	0	0.00%
Other Professional Services:	5690	480		0	0	0	0.00%	0	0.00%		0	
San Mateo County Tax Roll Charges:	5710	119	119	119		119	100.00%	143	100.00%	200		
Telephone & Internet:	5720	31,642	36,093	40,647	25,000	37,433	149.73%	44,920	179.68%	25,000	0	0.00%
Mileage Reimbursement:	5730	2,188	623	75	1,500	301	20.07%	361	24.08%	1,500	0	0.00%
Reference Materials:	5740	0		55	800	0	0.00%	0	0.00%	800	0	0.00%
Other Administrative:	5790	791	500	729		66	100.00%	79	100.00%	0	0	
CalPERS 457 Deferred Plan:	5810	38,266	42,604	44,923	44,063	36,416	82.65%	43,699	99.17%	50,378	6,315	14.33%
Employee Benefits:	5820	84,851	85,042	120,304	107,276	101,874	94.96%	122,249	113.96%	107,276	0	0.00%
Disability Insurance:	5830	3,366	3,564	4,041	4,658	3,441	73.87%	4,129	88.65%	5,453	795	17.08%
Payroll Taxes:	5840	39,124	43,195	47,306	50,453	34,673	68.72%	41,608	82.47%	58,288	7,835	15.53%
PARS:	5850	37,916	42,031	26,477	38,383	29,989	78.13%	35,987	93.76%	44,294	5,911	15.40%
Management:	5910	112,113	114,042	128,011	118,537	102,841	86.76%	123,409	104.11%	123,568	5,031	4.24%
Staff :	5920	356,877	407,112	446,737	526,927	331,883	62.99%	398,260	75.58%	548,478	21,551	4.09%
Staff Certification:	5930	9,275	11,213	8,775	11,400	8,775	76.97%	10,530	92.37%	11,400	0	0.00%
Staff Overtime:	5940	45,516	45,849	48,498	57,666	38,245	66.32%	45,894	79.59%	49,946	(7,720)	-13.39%
Staff Standby:	5950	24,705	25,485	26,514	27,723	19,982	72.08%	23,978	86.49%	28,549	826	2.98%
Worker's Compensation Insurance:	5960	12,579	14,274	14,332	19,810	9,610	48.51%	11,532	58.21%	23,836	4,026	20.32%
Backflow Prevention:	6160	764	326	1,528	1,000	994	99.40%	1,193	119.28%	1,000	0	0.00%
Claims, Property Damage:	6170	22	392	0	10,000	0	0.00%	0	0.00%	10,000	0	0.00%
SCADA Maintenance:	6185	12,061	2,468	4,816	13,000	2,247	17.29%	2,696	20.74%	38,000	25,000	192.31%
Internet & Telephone, Communications:	6187				0	0	0.00%	0	0.00%	0	0	

MWSD — Fiscal Year 2022-23 Operations Budget - WATER ENTERPRISE

Operating Revenue	GL Codes	2018-19 Actual	2019-20 Actual	2020-21 Actual	Approved Budget 2021-22	Income/Expenditures as of April 30, 2022	% To date	Projected	Projected as % of Budget	Proposed Budgeted amounts 2022-23	Increase/(Decrease) from 2021-2022 \$	Increase/(decrease) %
Education & Training:	6195	5,098	4,372	639	9,000	1,000	11.11%	1,200	13.33%	5,000	(4,000)	-44.44%
Meeting Attendance, Engineering:	6210					0	0.00%	0	0.00%	0	0	#DIV/0!
General Engineering:	6220	1,467	12,390	1,352	20,000	2,150	10.75%	2,580	12.90%	20,000	0	0.00%
Water Quality Engineering:	6230	420,284	116,823	68,993	100,000	45,353	45.35%	54,424	54.42%	50,000	(50,000)	-50.00%
Equipment & Tools, Expensed:	6320	11,867	17,500	6,943	8,000	10,563	132.04%	12,676	158.45%	12,000	4,000	50.00%
Alarm Services:	6335	718	1,040	1,249	2,000	839	41.95%	1,007	50.34%	2,000	0	0.00%
Landscaping:	6337	5,811	6,950	13,932	15,000	13,889	92.59%	16,667	111.11%	15,000	0	0.00%
Lab Supplies & Equipment:	6370	2,251	9,432	993	4,000	5,357	133.93%	6,428	160.71%	4,000	0	0.00%
Meter Reading:	6380	0	10	121	500	119	23.80%	143	28.56%	500	0	0.00%
Pumping Fuel & Electricity:	6410	77,011	75,074	75,172	90,000	69,227	76.92%	83,072	92.30%	90,000	0	0.00%
Pumping Maintenance, Generators:	6420	21,339	20,908	8,014	10,000	7,151	71.51%	8,581	85.81%	10,000	0	0.00%
Pumping Maintenance, General:	6430	3,448	17	751	5,000	1,076	21.52%	1,291	25.82%	5,000	0	0.00%
Pumping Equipment, Expensed:	6440	478	8,562	13	700	129	18.43%	155	22.11%	700	0	0.00%
Maintenance, Raw Water Mains:	6510	1,857	27	37	2,500	253	10.12%	304	12.14%	2,500	0	0.00%
Maintenance, Wells:	6520	8,635	13,281	9,193	15,000	5,766	38.44%	6,919	46.13%	15,000	0	0.00%
Water Purchases:	6530	26,826	33,976	34,355	35,000	25,285	72.24%	30,342	86.69%	35,000	0	0.00%
Hydrants:	6610	0	6,841	10,557	5,000	5,690	113.80%	6,828	136.56%	10,000	5,000	100.00%
Maintenance, Water Mains:	6620	46,952	40,201	43,561	50,000	41,402	82.80%	49,682	99.37%	50,000	0	0.00%
Maintenance, Water Service Lines:	6630	3,506	6,384	40,898	20,000	8,245	41.23%	9,894	49.47%	20,000	0	0.00%
Maintenance, Tanks:	6640	1,593	5,141	4,510	5,000	438	8.76%	526	10.51%	5,000	0	0.00%
Maintenance, Distribution General:	6650	7,341	10,890	8,623	10,000	6,535	65.35%	7,842	78.42%	10,000	0	0.00%
Maintenance, Collection System:	6660	414					0.00%	0	0.00%			
Meters:	6670	8,177	6,253	11,456	4,000	20,803	520.08%	24,964	624.09%	25,000	21,000	525.00%
Chemicals & Filtering:	6710	20,233	39,914	38,934	20,000	31,748	158.74%	38,098	190.49%	40,000	20,000	100.00%
Maintenance, Treatment Equipment:	6720	28,456	13,805	5,546	15,000	10,106	67.37%	12,127	80.85%	15,000	0	0.00%
Treatment Analysis:	6730	45,055	18,718	29,278	30,000	30,877	102.92%	37,052	123.51%	40,000	10,000	33.33%
Uniforms:	6770	11,459	3,702	1,635	2,000	764	38.20%	917	45.84%	2,000	0	0.00%
Fuel:	6810	6,541	6,237	6,677	7,000	6,468	92.40%	7,762	110.88%	10,000	3,000	42.86%
Truck Equipment, Expensed:	6820	309	3,433	217	2,000	1,395	69.75%	1,674	83.70%	2,000	0	0.00%
Truck Repairs:	6830	2,411	3,694	498	5,000	1,786	35.72%	2,143	42.86%	5,000	0	0.00%
Other Operations:	6890		4,265		0	2,942	100.00%	3,530	100.00%	0	0	0.00%
Total Operations Expense:		1,773,218	1,689,208	1,784,584	1,978,896	1,361,043	68.78%	1,628,564	82.30%	1,979,667	571	0.03%
Net Change in position from Operations:		592,153	831,782	776,285	226,854	708,095	312.14%	854,402	376.63%	228,683	2,029	0.89%

MWSD — Fiscal Year 2022-2023 Non-Operating Budget - WATER ENTERPRISE

GL Codes	2018-19	2019-20	2020-21	Approved Budget	Income/Expenditures	% To date	Projected	Projected as	Proposed	Increase/(Decrease)	Increase/(decrease)
	Actual	Actual	Actual	2019-20	as of April 30, 2022			% of Budget	amounts 2022-	23	from 2021-22 \$
Non Operating Revenue											
Connection Fees, Residential New Const:	7110	151,098	223,718	89,474	100,000	77.88%	93,460	93.46%	100,000	0	0.00%
Connection Fees, Residential Remodel:	7120					0.00%	0	0.00%		0	#DIV/0!
Connection Fees, Residential Fire:	7130	164,056	84,517	155,910	50,000	233.30%	139,981	279.96%	50,000	0	0.00%
Connection Fees, Residential Remodel Fire:	7140	2,032		3,823		0.00%	0	0.00%		0	
Connection Fees, Well Conversion:	7150					0.00%	0	0.00%		0	
General Obligation Bonds, Assessment Receipts:	7600	1,182,939	1,191,631	1,195,387	983,546	58.76%	1,195,381	121.54%	983,546	(0)	0.00%
Water System Reliability:	7650		0	949,243	1,000,000	62.46%	1,000,000	100.00%	1,000,000	0	0.00%
Total Non Operating Revenue:		1,500,125	1,499,866	1,444,594	1,133,546	123.25%	1,428,822	126.05%	1,133,546	(0)	0.00%
Non Operating Expense											
General Obligation Bonds:	9100	242,762	221,777	126,949	77,805	57.10%	77,805	100.00%	67,450	(10,355)	-13.31%
PNC Equipment Lease:	9125	17,492	15,151	13,384	11,535	64.12%	11,535	100.00%	9,441	(2,094)	-18.15%
State Revolving Fund Loan:	9150	78,501	72,938	69,614	66,647	49.26%	66,647	100.00%	62,527	(4,120)	-6.18%
Water Rebates :	9210	1,500	1,350	850		100.00%	1,050	100.00%	3,000	3,000	#DIV/0!
Total Non Operating Expense:		383,970	311,216	210,797	155,987	54.72%	157,037	100.67%	142,419	(16,568)	-10.62%
Net Change in position from Non Operating activities:		1,116,155	1,188,650	1,233,797	977,559		1,271,785		991,127	16,568	1.69%

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SALARY RANGE
MONTARA WATER AND SANITARY DISTRICT
July 1, 2022

Position	Salary Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
Operations Manager	\$167,124 \$133,821	\$133,821 \$64.34	\$137,166 \$65.95	\$140,595 \$67.59	\$144,110 \$69.28	\$147,713 \$71.02	\$151,406 \$72.79	\$155,191 \$74.61	\$159,071 \$76.48	\$163,048 \$78.39	\$167,124 \$80.35
Superintendent	\$156,624 \$125,413	\$125,413 \$60.29	\$128,549 \$61.80	\$131,763 \$63.35	\$135,057 \$64.93	\$138,433 \$66.55	\$141,894 \$68.22	\$145,441 \$69.92	\$149,077 \$71.67	\$152,804 \$73.46	\$156,624 \$75.30
Senior Operator	\$116,447 \$93,242	\$97,904 \$47.07	\$100,352 \$48.25	\$102,861 \$49.45	\$105,432 \$50.69	\$108,068 \$51.96	\$110,770 \$53.25	\$113,539 \$54.59	\$116,377 \$55.95	\$119,287 \$57.35	\$122,269 \$58.78
Water System Operator	\$95,526 \$76,490	\$76,490 \$36.77	\$78,402 \$37.69	\$80,362 \$38.64	\$82,371 \$39.60	\$84,431 \$40.59	\$86,541 \$41.61	\$88,705 \$42.65	\$90,923 \$43.71	\$93,196 \$44.81	\$95,526 \$45.93
Maintenance Worker I	\$82,939 \$66,411	\$66,411 \$31.93	\$68,072 \$32.73	\$69,773 \$33.54	\$71,518 \$34.38	\$73,306 \$35.24	\$75,138 \$36.12	\$77,017 \$37.03	\$78,942 \$37.95	\$80,916 \$38.90	\$82,939 \$39.87
Account Specialist	\$79,297 \$63,496	\$63,496 \$30.53	\$65,083 \$31.29	\$66,710 \$32.07	\$68,378 \$32.87	\$70,087 \$33.70	\$71,839 \$34.54	\$73,635 \$35.40	\$75,476 \$36.29	\$77,363 \$37.19	\$79,297 \$38.12
District Clerk	\$79,297 \$63,496	\$63,496 \$30.53	\$65,083 \$31.29	\$66,710 \$32.07	\$68,378 \$32.87	\$70,087 \$33.70	\$71,839 \$34.54	\$73,635 \$35.40	\$75,476 \$36.29	\$77,363 \$37.19	\$79,297 \$38.12
2.5 % step increases											

	Increase 2.83%	1-Jul-18	Increase 4.01%	1-Jul-19	Increase 1.11%	1-Jul-20	Increase 3.81%	1-Jul-21	Increase 5.00%	1-Jul-22
Operations Manager	1.0283	\$121,178	1.0401	\$121,435	1.011	\$122,771	1.0381	\$127,448	1.0500	\$133,821
Superintendent	1.0283	\$113,565	1.0401	\$113,806	1.011	\$115,058	1.0381	\$119,441	1.0500	\$125,413
Senior Operator	-	-	-	-	-	-	-	93,242	1.0500	\$97,904
Water System Operator	1.0283	\$69,264	1.0401	\$69,410	1.011	\$70,174	1.0381	\$72,848	1.0500	\$76,490
Maintenance Worker	1.0283	\$60,137	1.0401	\$60,265	1.011	\$60,927	1.0381	\$63,249	1.0500	\$66,411
Account Specialist	1.0283	\$57,497	1.0401	\$57,619	1.011	\$58,252	1.0381	\$60,472	1.0500	\$63,496
District Clerk	1.0283	\$57,497	1.0401	\$57,619	1.011	\$58,252	1.0381	\$60,472	1.0500	\$63,496

Payroll	Water	Overtime	Doubletime	On Call	Cert Pay	Total	Health	Disability	WC	CalPERS	PARS	Medicare	SS	F/Y Total Water
										7%	6.92%	1.45%	6.20%	
GM	\$ 123,568.01					\$ 123,568.01	\$ 15,169.12	\$ 914.40	\$ 1,161.54	\$ 8,649.76	\$ 8,550.91	\$ 1,791.74	\$ 7,661.22	\$ 167,466.69
Superintendent	\$ 80,222.16	\$ 896.71	\$ 536.10		\$ 1,800.00	\$ 83,454.98	\$ 7,169.17	\$ 617.57	\$ 3,388.27	\$ 5,841.85	\$ 5,551.37	\$ 1,210.10	\$ 5,174.21	\$ 112,407.51
Account Specialist	\$ 73,591.52					\$ 73,591.52	\$ 30,338.24	\$ 544.58	\$ 566.65	\$ 5,151.41	\$ 5,092.53	\$ 1,067.08	\$ 4,562.67	\$ 120,914.68
Senior Operator	\$ 105,369.43	\$ 4,846.08	\$ 4,815.19	\$ 3,251.74	\$ 2,400.00	\$ 120,682.44	\$ 11,038.35	\$ 893.05	\$ 4,899.71	\$ 8,447.77	\$ 7,291.56	\$ 1,749.90	\$ 7,482.31	\$ 162,485.09
Water Operator	\$ 97,855.41	\$ 6,859.29	\$ 8,651.74	\$ 6,146.26	\$ 2,400.00	\$ 121,912.70	\$ 11,038.35	\$ 902.15	\$ 4,949.66	\$ 8,533.89	\$ 6,771.59	\$ 1,767.73	\$ 7,558.59	\$ 163,434.66
Water Operator	\$ 75,093.57	\$ 4,909.06	\$ 6,534.58	\$ 4,239.18	\$ 2,400.00	\$ 93,176.39	\$ 11,038.35	\$ 689.51	\$ 3,782.96	\$ 6,522.35	\$ 5,196.47	\$ 1,351.06	\$ 5,776.94	\$ 127,534.02
Water Operator	\$ 84,380.42	\$ 5,406.63	\$ 6,490.80	\$ 4,624.70	\$ 2,400.00	\$ 103,302.55	\$ 21,484.77	\$ 764.44	\$ 4,194.08	\$ 7,231.18	\$ 5,839.12	\$ 1,497.89	\$ 6,404.76	\$ 150,718.79
Part-Time Operator	\$ 6,965.01			\$ 10,287.31		\$ 17,252.32		\$ 127.67	\$ 700.44			\$ 250.16	\$ 1,069.64	\$ 19,400.23
Part-Time Admin	\$ 25,000.00			\$ -		\$ 25,000.00			\$ 192.50			\$ 362.50	\$ 1,550.00	\$ 27,105.00
Totals	\$ 672,045.53	\$ 22,917.78	\$ 27,028.42	\$ 28,549.18	\$ 11,400.00	\$ 761,940.90	\$ 107,276.33	\$ 5,453.36	\$ 23,835.82	\$ 50,378.20	\$ 44,293.57	\$ 11,048.14	\$ 47,240.34	\$ 1,051,466.67
Payroll	Sewer	Overtime	Doubletime	On Call	Cert Pay	Total	Health	Disability	WC	CalPERS	PARS	Medicare	SS	F/Y Total Sewer
GM	\$ 123,568.01					\$ 123,568.01	\$ 15,169.12	\$ 914.40	\$ 1,161.54	\$ 8,649.76	\$ 8,550.91	\$ 1,791.74	\$ 7,661.22	\$ 167,466.69
Superintendent	\$ 80,222.16	\$ 896.71	\$ 536.10		\$ 1,800.00	\$ 83,454.98	\$ 7,169.17	\$ 617.57	\$ 784.48	\$ 5,841.85	\$ 5,551.37	\$ 1,210.10	\$ 5,174.21	\$ 109,803.72
District Clerk	\$ 73,591.52					\$ 73,591.52	\$ 21,484.77	\$ 544.58	\$ 566.65	\$ 5,151.41	\$ 5,092.53	\$ 1,067.08	\$ 4,562.67	\$ 112,061.21
Part-Time Admin	\$ 25,000.00					\$ 25,000.00			\$ 192.50			\$ 362.50	\$ 1,550.00	\$ 27,105.00
Totals	\$ 302,381.69	\$ 896.71	\$ 536.10	\$ -	\$ 1,800.00	\$ 305,614.50	\$ 43,823.06	\$ 2,076.55	\$ 2,705.17	\$ 19,643.02	\$ 19,194.81	\$ 4,431.41	\$ 18,948.10	\$ 416,436.62

MWSD SEWER Capital Improvement Program

2022-23

DRAFT SEWER SYSTEM DRAFT

PROJECT	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27
MWSD CAPITAL PROJECTS					
Mechanical System Repairs & Replacements	\$ 22,400	\$ 168,750	\$ 75,000	\$ 162,000	\$ 250,000
Inflow & Infiltration Testing / Televising	\$ 15,000	\$ 12,500	\$ 30,000	\$ 25,000	\$ 30,000
Seal Cove Area Repair and Maint. Project	\$ 3,500	\$ 5,000	\$ 15,000	\$ 25,000	\$ 30,000
Replace Pump Station Pumps	\$ 60,000	\$ 21,000	\$ 5,000	\$ 50,000	\$ 22,500
Replace Medium High Priority Sewer Mains	\$ 877,500	\$ 480,000	\$ 1,211,000	\$ 1,125,000	\$ 1,500,000
Spot Repairs Program	\$ 20,000	\$ 20,000	\$ 25,000	\$ 25,000	\$ 25,000
Distillery Pump Station repalce/repair	\$ 5,000	\$ 5,000	\$ 15,000	\$ 10,000	\$ 180,000
Pump Station Communication Upgrades	\$ 12,500	\$ 2,500	\$ 2,500	\$ 3,000	\$ 2,500
MWSD CAPITAL PROJECTS TOTAL:	\$ 1,015,900	\$ 714,750	\$ 1,378,500	1,425,000	2,040,000
Alternative Budget Items					
Express Sewer					
Cabrillo Hyw Phase 1B-3b, Phase 4	\$ 1,162,960	\$ 526,975	\$ 1,015,300	\$668,250	\$1,822,500
Pump Station MCC and Coatings					\$810,000
Design Vallemar Sewer Relocation	\$215,625				
Dependant on RCD Grant					
TOTAL ANNUAL COST	2,394,485	1,241,725	2,393,800	2,093,250	4,672,500

DRAFT
5/13/2022

MWSD
Five Year Capital Improvement Program
WATER SYSTEM

Existing Customer CIP - WATER	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27	5-Year CIP Total
Misc. Repair&Replacement	\$ 10,000	\$ 10,500	\$ 11,025	\$ 11,576	\$ 12,155	\$ 55,256
Water Meters	\$ 25,000	\$ 26,250	\$ 27,563	\$ 28,941	\$ 30,388	\$ 138,142
Water Lateral Services	\$ 25,000	\$ 26,250	\$ 27,563	\$ 28,941	\$ 30,388	\$ 138,142
Water Main Replacements	\$ 110,000	\$ 115,500	\$ 121,275	\$ 127,339	\$ 133,706	\$ 607,820
Fire Hydrants Replacements and Addition	\$ 30,000	\$ 31,500	\$ 33,075	\$ 34,729	\$ 36,465	\$ 165,769
Distribution System Renewal and Replacement Program (1)	\$ 200,000	\$ 210,000	\$ 220,501	\$ 231,526	\$ 243,102	\$ 1,105,129
Water Conservation Program	\$ 9,000	\$ 9,450	\$ 9,923	\$ 10,419	\$ 10,940	\$ 49,732
Storage Tank Rehabilitation Program (2)		\$ 350,000	\$ 1,000,000			\$ 1,350,000
Pillar Ridge Water Treatment Plant Rehabilitation	\$ 500,000	\$ 300,000				\$ 800,000
Emergency Generator Replacement Program	\$ 55,000	\$ 56,100	\$ 57,222	\$ 58,366	\$ 59,534	\$ 286,222
Vehicle Replacement Fund		\$ 50,000	\$ 51,500	\$ 53,045		\$ 154,545
EXISTING CUSTOMER CIP TOTAL	\$ 764,000	\$ 975,550	\$ 1,339,146	\$ 353,356	\$ 313,576	\$ 3,745,628
New Customer CIP - WATER	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27	5-Year CIP Total
Water Main Upgrade Program (1)	\$ 200,000	\$ 1,000,000	\$ 1,050,000	\$ 1,102,500	\$ 1,157,625	\$ 4,510,125
Existing Well Upgrade Program (3)		\$ 320,000	\$ 336,000	\$ 352,800		\$ 1,008,800
New and Upgraded PRV Stations' Program (4)		\$ 250,000	\$ 262,500	\$ 275,625	\$ 289,406	\$ 1,077,531
Emergency Generator Upgrade Program	\$ 75,000	\$ 78,750	\$ 82,688	\$ 86,822	\$ 91,163	\$ 414,423
Portola Tank Telemetry Upgrade				\$ 250,000		\$ 250,000
Develop Additional Supply Reliability			\$ 100,000	\$ 350,000	\$ 1,000,000	\$ 1,450,000
NEW CUSTOMER CIP TOTAL	\$ 275,000	\$ 1,648,750	\$ 1,831,188	\$ 2,417,747	\$ 2,538,194	\$ 8,710,879
Total Annual Capital Cost	\$ 1,039,000	\$ 2,624,300	\$ 3,170,334	\$ 2,771,103	\$ 2,851,770	\$ 12,456,507
CAPITAL FUND BALANCE						
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Connection Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Annual Capital Fund TOTAL:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Less CIP	\$ (1,039,000)	\$ (2,624,300)	\$ (3,170,334)	\$ (2,771,103)	\$ (2,851,770)	\$ (12,456,507)
Total	\$ (1,039,000)	\$ (2,624,300)	\$ (3,170,334)	\$ (2,771,103)	\$ (2,851,770)	\$ (12,456,507)
Notes:						
(1) These programs include a project to merge the Alta Vista and Portola Zones to improve system reliability and to provide service to new customers. Proposed split is 50/50. Additionally, in the following years of the CIP, these programs include a replacement of a failed main under and along Hwy 1						
(2) This project includes urgent repairs needed to the Portola Tank and is coupled with the above project (1) for cost efficiency						
(3) This project is for the Pillar Ridge wells' rehabilitation and upgrades						
(4) This project would add new PRV stations, sampling stations, valves, and upgrade existing						

Fiscal year 2022-2023 Budget Debt Service

	Original Issue Amount	Balance June 30, 2022	Additions	Retirements	Balance June 30, 2023	Interest Expense
Sewer						
CIEDB Loan (I Bank)	\$ 1,010,000	\$ 662,793		\$ 32,752	\$ 630,041	\$ 19,716
PNCEF Lease Obligation	\$ 927,222	\$ 353,644		\$ 74,079	\$ 279,565	\$ 9,441
Subtotal - Sewer		<u>\$ 1,016,437</u>	<u>\$ -</u>	<u>\$ 106,831</u>	<u>\$ 909,606</u>	<u>\$ 29,157</u>
Water						
General Obligation Bonds - 20:	\$ 7,524,000	\$ 6,145,071		\$ 916,095	\$ 5,228,976	\$ 67,450
PNCEF Lease Obligation	\$ 927,222	\$ 353,644		\$ 74,079	\$ 279,565	\$ 9,441
SRF Loan	\$ 4,248,354	\$ 4,787,407		\$ 179,343	\$ 4,608,064	\$ 62,527
Subtotal - Water		<u>11,286,122</u>	<u>-</u>	<u>1,169,517</u>	<u>10,116,605</u>	<u>139,419</u>
Total Debt Service		<u>\$ 12,302,558</u>	<u>\$ -</u>	<u>\$ 1,276,348</u>	<u>\$ 11,026,210</u>	<u>\$ 168,576</u>

PNCEF lease obligation is split evenly between Sewer and Water.

The District entered into an agreement with the State of California Department of health under the Safe Drinking Water State Revolving Fund Law of 1947. This agreement constitutes funding in the form of a loan and a grant made by the State to the District to assist in financing the cost of studies, planning and other preliminary activities for a project which will enable the district to meet safe drinking water standards.

Fiscal year 2022-2023 Budget Impact Area

Operating Reserves

WATER

Water Operating Account as of March 31, 2022

Wells Fargo Checking: \$ 1,025,865

Current Operating Reserves as of March 31, 2022

Operating: \$ 46,009

Operating Reserve:

The District's Water Operating Reserve target is two months of operating expenses. Based on fiscal year 2022-23 budget the amount of operating reserves is as follows:

Target calculation

\$	1,979,667	Budgeted fiscal year 2022-23
	12	Months
<hr/>		
\$	164,972	Monthly budgeted operating expenses
	x 2	Two months expenditures
<hr/>		
\$	329,944	Target Reserve
<hr/> <hr/>		

Conclusion:

Currently, the District has sufficient Operating Water Reserves for Fiscal Year 2022-2023

Fiscal year 2022-2023 Budget Impact Area

Operating Reserves

SEWER

Sewer Operating Account as of March 31, 2022

Wells Fargo Checking \$ 2,651,861

Current Reserves as of March 31, 2022

Operating: \$ 406,882

Operating Reserve:

For the District's Sewer Operating Reserve, the maximum target amount shall equal ten months' of operating expenses and the minimum target amount shall equal two months' of operating expenses.

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

Minimum Target		
\$	3,086,611	Budgeted fiscal year 2022-23
	12	Months
<hr/>		
\$	257,218	Monthly budgeted operating expenses
	x 2	Monthly budgeted operating expenses
<hr/>		
\$	514,435	Minimum Target Reserve
<hr/> <hr/>		

Maximum Target		
\$	3,086,611	Budgeted fiscal year 2022-23
	12	Months
<hr/>		
\$	257,218	Monthly budgeted operating expenses
	x 10	Monthly budgeted operating expenses
<hr/>		
\$	2,057,740	Maximum Target Reserve
<hr/> <hr/>		

Conclusion: Year

Currently, the District has insufficient dedicated operating Sewer Reserves for Fiscal Year 2022-23

Beginning in Fiscal Year 2022-23 the minimum target reserve amount will be set aside in the District's LAIF account and displayed on the balance sheet.

Fiscal year 2022-2023 Budget Impact Area Capital and Connection Reserves

CAPITAL RESERVE

Capital Reserve:

For the Water and Sewer capital reserves, the target amounts are based on district engineers' estimates of the annual costs to replace water and sewer facilities and the five year capital improvement plans (CIP). Each Utility enterprise shall have a separate capital reserve. The maximum target amount shall equal the highest total annual amount shown in the CIP applicable to existing customers plus the district engineer's estimate of annual replacement capital project costs. The minimum target amount shall equal the lowest total annual amount shown in the CIP applicable to existing customers plus the district engineers' estimate of annual replacement capital project costs.

WATER

Current Capital Reserves as of March 31, 2022

Capital: \$ 398,249

Minimum Target

\$ 1,039,000	Lowest year CIP existing customers (fiscal year 2022-23)
\$ 750,000	Engineer estimate
<u>\$ 1,789,000</u>	Minimum target

Maximum Target

\$ 3,170,334	Highest year CIP existing customers (fiscal year 2024-25)
\$ 750,000	Engineer estimate
<u>\$ 3,920,334</u>	Maximum target

Conclusion:

Based on the above, the District does not have sufficient reserves for the minimum target Capital reserve.

Fiscal year 2022-2023 Budget Impact Area Capital and Connection Reserves

SEWER

Current Capital Reserves as of March 31, 2022

Capital: \$ 4,018,211

Minimum Target

\$ 1,241,725	Lowest year CIP existing customers (fiscal year 2023-24)
\$ 1,177,000	Engineer estimate
<u>\$ 2,418,725</u>	Minimum target

Maximum Target

\$ 4,672,500	Highest year CIP existing customers (fiscal year 2026-27)
\$ 1,177,000	Engineer estimate
<u>\$ 5,849,500</u>	Maximum target

Conclusion:

Based on the above, the District has sufficient reserves for Capital minimum & maximum target.

CONNECTION FEE RESERVE

Connection Fees:

Provides funds for expansion-related capital projects caused by increases in new water and sewer customers. The connection fee reserves are restricted pursuant to Government Code Section 66013.

The water and sewer connection fee reserves shall equal one year's revenue.

WATER

At the beginning of the fiscal year, the budgeted amounts will be set aside as a reserve.
Fiscal year 2022-23 amount to be reserved is \$150,000.

SEWER

At the beginning of the fiscal year, the budgeted amounts will be set aside as a reserve.
Fiscal year 2022-23 amount to be reserved is \$150,000.

Sewer

Personnel

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

Professional Services

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

Facilities & Administration

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

Engineering

Meeting Attendance, Engineering:	6210
General Engineering:	6220

Pumping

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

Sewer Authority Mid-Coastside

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

All other Accounts

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

Water

Personnel

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

Professional Services

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

Facilities & Administration

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

Engineering

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

Pumping

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

Supply

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

Collection/Transmission

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

Treatment

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

All other Accounts

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

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

DRAFT
5/13/2022



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 19, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: General Manager's Report

Operations Report April 2022

811 Dig Alerts

- 4/4/22- 25 Bernal, work to trench to install water, sewer, electric, gas
- 4/5/22- 175 Marine, landscape to install fence
 - 1013 Etheldore, work to install water line. Mains marked.
- 4/8/22- 412 6th St., landscape work, meter outside of USA marks and homeowner advised to use caution
 - 50 Madrone, work to install deck
- 4/12/22- 508 6th St. work to install drainage culvert
- 4/13/22- 198 Arbor Ln. work to upgrade electrical box
- 4/19/2022- 331 Virginia, excavation to repair water service line
 - Virginia/Beach intersection, excavation to install water main street valve
- 4/21/2022- 61 Wyvale, trench to install sewer service, gas service and electric lines
 - 651 Stetson, dirt removal
- 4/22/2022- 1237 Grant, install underground electric
 - 1201 Date, stump grinding
- 4/23/2022- repair broken sewer line
- 4/26/2022- 116 La Grande, trench to repair sewer
 - 9850 Cabrillo Hwy, dig concrete pad for generator

Work Orders

- 4/1/22- MOVO 1894 Sunshine Valley Rd.
 - 1008 Etheldore, Customer request profile. Profile taken and customer emailed findings.
- 4/4/22- 230 Nevada St, Turn water on at meter.
 - 705 George. Customer concerned with high usage. Profile taken and findings emailed to customer.
- 4/5/22- MOVO 165 12th St. MOVO took physical meter read
 - 1013 Etheldore, Customer needed water lines marked so he could follow through with well conversion. Main marked



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 19, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

- 4/6/22-1045 Tamarind. Customer requested a new meter box installed to replace broken one. Box was replaced and set to grade.
- 4/8/22- MOVO 866 Sierra St, took physical meter read
- 4/13/22- 111 Arbo Ln, customer received courtesy leak notice. Customer also concerned with standing water in meter box, 0 total cl2 results. Customer supplied with toilet tabs. Profile taken and findings emailed to customer.
- 4/15/2022- 331 Virginia, water flowing from crack in middle of street. Flow was less than 1 gpm with a slight chlorine residual. Checked nearby system pressure and exercised valve for scheduled repair.
 - 601 Admiral, customer received leak notice and would like meter profile to see if issue has been fixed. Profile taken, still constant slight usage of water. Emailed customer the information and dropped of toilet leak indicator dye tabs at residence.
- 4/18/2022- 121 Arbor, customer noticed wet spot in yard and would like some assistance in figuring out if it's a leak or not. Took profile and found constant usage. Contacted customer with information.
- 4/22/2022- 1441 Alamo, customer concerned about high water usage and suspects leak. No constant water usage at residence, reported findings to customer.
 - 100 Beach way, customer received leak notice and thinks toilet may be at fault. Slight constant usage on profile, dropped off toilet leak indicator dye tabs to help customers troubleshoot issue.
- 4/25/2022- 179 11th, MOVO took physical meter read
 - 1241 Main, MOVO took physical meter read
- 4/26/2022- 1385 Birch, MOVO took physical meter read

After Hours Call Outs

- 4/1/22- High school house tank alarm 10pm
- 4/2/22- Alta Vista Treatment Plant- no flow after backwash. Dislodge media to get running correctly
- 4/15/22- leak at 331 Virginia
- 4/17/22- Water quality complaint at 140 San Lucas, flushed customer and took residual. Issue was resolved.
- 4/23/22- Leak at 127 La Grand Ave. turned out to be a sewer leak. Water marked and metal detected a buried manhole for SAM.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 19, 2022**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

Repairs and Leaks

- Tap new 6" line off Sunshine Valley Rd and run new mainline extension down Jordan St.
- 4/19/2022- Repair ¾" service line corp. stop that had failed at 331 Virginia
- 4/19/2022- Install new street valve at intersection of Beach and Virginia. This valve was installed to replace old valve which had failed.
- Flush and take bacteriological sample from new main extension off Sunshine Valley Road

Miscellaneous

- 4/4/22- pick up chlorine from Esbro chemical in Redwood City
- Compile records for 120 park Ave Litigation Project
- 2nd quarter state water quality monitoring samples taken and shipped to lab
- Monthly distribution system bacteriological samples taken and ran to lab

Maintenance

- AVTP EIT chlorine monitor calibrations and Turbidimeter verification

GM Leave: The General Manager will be on vacation from June 6-27.

Covid-19: MWSD offices remain closed to the public since March 16, 2020. SOP's for Covid-19 office and employee safety were updated since new health orders were issued. MWSD operations is working at full capacity always adhering to social distancing guidelines.

RECOMMENDATION:

This is for Board information only.

Attachment