



# Montara Water and Sanitary District

*Serving the Community of Montara and Moss Beach*

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

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

# AGENDA

## District Board of Directors

8888 Cabrillo Highway  
Montara, California 94037

## April 4, 2024 at 7:30 p.m.

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

### ZOOM MEETING INFORMATION:

WEBSITE: <https://us02web.zoom.us/j/88489031380?pwd=a1Z1MmNEaU0yVnZhOThNakRhY2tDdz09>

MEETING ID: 884 8903 1380

Password: 719242

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/wuZKb9gwEY7sMACIIsr7VSJgIB35kNZA/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.

Director Softky will be attending the meeting remotely from the following location:

10 Diddly Cove Court  
Cedar Park, TX 78613

### **Public Comment**

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

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

## **CALL TO ORDER**

## **ROLL CALL**

## **PRESIDENT'S STATEMENT**

## **ORAL COMMENTS** (Items other than those on the agenda)

## **PUBLIC HEARING**

## **CONSENT AGENDA**

1. [Approve Minutes for Regular Scheduled Board Meeting March 7, 2024](#)
2. [Approve Financial Statements for February 2024](#)
3. [Approve Warrants for April 1, 2024](#)
4. [SAM Flow Report](#)
5. [Monthly Review of Current Investment Portfolio](#)
6. [Connection Permit Applications Received](#)
7. [Monthly Water Production Report](#)
8. [Rain Report](#)
9. [Monthly Solar Energy Report](#)
10. [Monthly Public Agency Retirement Service Report for January 2024](#)

## **OLD BUSINESS NEW BUSINESS**

1. [Review and Possible Action Concerning Draft Water and Sewer Budget.](#)
2. [Review and Possible Action Concerning Authorization to Design the Vallemar Utility Relocation Project with Grant Funding and Collaboration with San Mateo RCD.](#)
3. [Review and Possible Action to Amend Salary Schedule and Approve Adjustment to the Superintendent's Compensation, Effective July 1, 2023](#)
4. [Review and Possible Action to Approve Pay for Performance Compensation Plan for the Superintendent Classification, Effective July 1, 2024](#)

## **REPORTS**

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

## **FUTURE AGENDAS**

MWSD Hydrants

## **CONVENE IN CLOSED SESSION**

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

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

### **CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION** (Government Code §54956.9(d)(4)) Initiation of Litigation (1 potential cases)

## **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 March 7, 2024**

#### **MINUTES**

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

**REGULAR SESSION began at 7:32 p.m.**

**CALL TO ORDER**

**ROLL CALL**

Directors Present: Boyd, Dekker, Slater-Carter, and Softky  
Young (joined at 7:35 pm)

Directors Absent: None

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

Others Present: District Counsel, Christine Fitzgerald  
Kastama Consulting, Alison Kastama

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

Director Boyd thanked everyone who participated in the election process and those that volunteered to help with the process. A lot of it is mundane but it is so

important. They are there because they are supported by the participation of their community and it is an honor to do this.

**ORAL COMMENTS - none**  
**PUBLIC HEARING - none**  
**CONSENT AGENDA**

- 1. Approve Minutes for Regularly Scheduled Board Meeting February 1 and 15, 2024 and Special Board Meeting March 1, 2024**
- 2. Approve Financial Statements for January 2024**
- 3. Approve Warrants for March 1, 2024**
- 4. SAM Flow Report**
- 5. Monthly Review of Current Investment Portfolio**
- 6. Connection Permit Applications Received**
- 7. Monthly Water Production Report**
- 8. Rain Report**
- 9. Monthly Solar Energy Report**
- 10. Monthly Public Agency Retirement Service Report for December 2023**

Director Dekker said on item 2, "Approve Financial Statements for January 2024," there is an error in the January budget in underestimating how many meters were purchased which is a significant difference. Also, in the Wells Fargo account there is a total of 5.878 million dollars; when are they going to transfer funds into the Local Agency Investment Fund (LAIF) and the California Asset Management Program (CAMP)?

General Manager Clemens Heldmaier replied they transferred funds into those accounts last week. It will be reflected in the next statement.

Director Slater-Carter made a motion to approve consent agenda items 1-10. Director Dekker seconded the motion. All were in favor and the motion passes unanimously 5-0.

**OLD BUSINESS - none**

**NEW BUSINESS**

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

General Manager Clemens Heldmaier stated that at the last meeting this Board approved the purchase of replacement generators. The District would like to dispose of two of the generators that will be replaced as well as an old truck that has exceeded its useful life. He would like them declared as surplus and find the

best way to dispose of them. They may be able to put them in a state or local auction. Most likely, the generators will have to be disposed of.

Director Slater-Carter asked if they have scrap value.

General Manager Clemens Heldmaier replied that he believes so, but sometimes it is harder to dispose of the larger items.

Director Boyd commended staff for keeping things in service for as long as they have. The generator has had an extraordinary life of 37 years.

Director Young made a motion to adopt the Resolution of the Montara Water and Sanitary District declaring certain property as surplus and authorizing its sale. Director Softly seconded the motion. Roll call vote: Director Dekker: Aye, Director Young: Aye, Director Slater-Carter: Aye, Director Softky: Aye, and Director Boyd: Aye. The motion passes unanimously 5-0.

## **2. Review SB1383 Local Assistance Grant Program Application on Behalf of Recology of the Coast.**

General Manager Clemens Heldmaier said the District applied for a grant on behalf of Recology to provide aid in the implementation of regulations adopted by CalRecycle associated with SB 1383. The District requested \$10,442 dollars and was awarded \$75,000 dollars which was the minimum. They will be working with Recology in creating a budget for these funds for education and outreach.

Director Slater-Carter said the District also worked with SAM in acquiring Federal Emergency Management Agency (FEMA) funds. They find ways of improving the community as a whole. She hopes Recology takes this into account when they review their rates.

Director Boyd said he is pleased to see this type of collaboration.

Director Slater-Carter said she would like to see the Recology collection days on the MWSD website, as well as for Granada.

Director Boyd agreed and said there aren't many days.

## **REPORTS**

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

Director Dekker said the main issue was the amended budget. Half Moon Bay wouldn't sign the amended budget at the last meeting, but there have been some developments which will be disclosed later.

Director Slater-Carter said Half Moon Bay refused to approve the Ecological Rights Foundation (ERF) settlement completely. She asked the general manager at SAM to emphasize in future staff reports that Montara and El Granada have approved it and they are ready to go forward. It is a serious safety hazard. The Montara force main is also a disaster and SAM will have to pay penalties if something happens. In addition, in the last four years the price of the Princeton pumpstation replacement has multiplied—it went from \$500,000 dollars to 2.5 million dollars in a few years.

Michelle Dragony said Half Moon Bay approved under protest to fund the Princeton pumpstation capital project to keep workers safe and comply with the ERF consent decree.

Director Young said she understands construction was stopped for the Princeton pumpstation. Did they leave or are they waiting?

Director Dekker replied they are waiting.

Director Dekker said in reference to Ms. Dragony's comment, this matter is not over. The ERF consent decree calls for both the Princeton pumpstation to be ready by a certain deadline and the Intertie Pipeline System (IPS) to be replaced by a certain deadline. The first item has been approved; the second item is still open.

Director Slater-Carter stated that Half Moon Bay tried to do a line-item veto on a Federal Court settlement that they agreed to pay. Montara and El Granada have agreed to the settlement and the budget amendment to pay for both of those. Once again, Half Moon Bay wouldn't pay for it. The staff report was also very limited in its scope and breadth.

Director Boyd said the Half Moon Bay staff report mentions the Princeton pumpstation but not the other half. The ERF covers both items. To piece meal and say one item is okay and forget about the other item is not right. ERF brought suit against SAM. SAM worked very hard to deal with the action that was brought, resulting in a settlement agreement between the ERF and SAM. SAM is owned by the Montara Water and Sanitary District (MWSD), Granada Community Services District (GCSD) and the City of Half Moon Bay. When SAM approved the settlement, the owners of SAM are involved with this. SAM agreed to this with the ERF and that settlement was taken before a judge and was agreed to. Both Montara and El Granada understands what this means, and agreed to fund it. Half Moon Bay is playing games with this—that it is not important. If anyone lives in Half Moon Bay, you might want to ask them, "Why is the City Council being so lackadaisical about a settlement in front of a federal judge on environmental issues?" They are all committed to fixing the issues—even the City of Half Moon Bay said so when they agreed to it. Why are they now playing games with a settlement in front of a federal judge?



Director Dekker said as the Treasurer he is concerned about potential fines from the State Water Quality Control Board or the Environmental Protection Agency (EPA). They could be fined for not complying with the consent decree that they signed.

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

Gregg Dieguez stated that this afternoon the San Mateo County Planning Department released a 140-page staff report on the Cypress Point project. The MCC has called a special meeting on Sunday at 4:00pm to craft a letter to the County before their meeting on Wednesday when they review the Cypress Point project. They are trying to get video and Zoom—he doesn't know if that will be successful as the County hadn't planned to do that. There is a multi-asset roadway rehabilitation project Caltrans is working on, and there will be a significant loss of parking at Surfers Beach as a result of bike lanes and other stuff. The El Granada school remodel has gone through some revisions to address community concerns. The MCC issued a second letter endorsing the project. They did ask the County Parks for an explanation of what they did with herbicides and they should have a response to their concerns soon. Parks is also considering a device to burn the logs on site at Quarry Park. The Middle Mile Broadband extension was approved by the Coastal Commission and Cruzio was awarded a grant to cover the rural areas—it is unclear if it will include the Coastside. He reached out the Chief Operating Officer at Cruzio and they will talk about it in a couple of weeks. Today he had a meeting with some state representatives about middle mile, discussing the cost and pricing of design of a local network. Leo Gomez, who authored their telecommunications report, has already formed his own small network in Montara. He was sent a magazine by a community member indicating Montara has the worst cell reception in the United States.

Director Boyd said the Cypress Point Affordable Housing hearing of the San Mateo County Planning Commission is scheduled for next Wednesday, 6pm-9pm at the Oceano Hotel, in person only, instead of on-line. Is that correct?

Gregg Dieguez said the notice did say that. But some people have asked the County for remote access and video. They may not get Zoom, but they might get video.

Director Boyd said on the MCC website ( <https://midcoastcommunitycouncil.org/>) there is more information about the meeting and supporting documents.

Michelle Dragony said she will be at the meeting and will record it.

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

Director Slater-Carter said a meeting is coming up in May

4. **Local Agency Formation Commission (LAFCo) Report (Slater-Carter) - none**
5. **Attorney's Report (Fitzgerald) - none**
6. **Directors' Report - none**
7. **General Manager's Report (Heldmaier)**

General Manager Clemens Heldmaier stated he will not be available to prepare nor attend the next scheduled meeting on March 21<sup>st</sup>. It will likely be canceled. If a meeting is needed, they can meet at another day/time.

**FUTURE AGENDAS**  
**Fire Hydrant Updates**

**BREAK 8:10 pm**

**CONVENE IN CLOSED SESSION 8:15 pm**

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

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

**CONFERENCE WITH LABOR NEGOTIATORS (Government Code §54957.6)**  
Unrepresented employees

**ADJOURNMENT at 9:15 pm**

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

Respectfully Submitted,

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

Approved on the 4th, April 2024

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



# MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: April 4, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager 

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

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**Budget vs. Actual – Sewer July 1, 2023 through February 29, 2024 -  
Variances over \$2,000:**

- 4400 Fees, \$3,530 below Budget – All fee categories have lagged behind expectations due to economic conditions. Less home remodeling taking place.
- 4510 Grants, \$732,292 received, no Budget established – On behalf of SAM, the District received Federal Emergency Management Agency (FEMA) and California Office of Emergency Services (CalOES) funds for 2022 & 2023 Winter Storm Damages. Due to SAM's organization structure as a JPA they are not allowed to directly apply for and request funds. MWSD facilitated the application and the funds, in total, were remitted to SAM.
- 4610 Property Tax Receipts, \$258,621 above Budget – Additional ERAF apportionment received in January. The District receives two per year.
- 4710 Sewer Service Charges, \$304,801 above Budget – 50% advance was received in December. Additional remittance received in February.
- 4720 Sewer Service Refund, \$16,148 above Budget – Due to a programming error in our EDS system, a miscalculation was made on a customer sewer service charge.
- **Overall Total Operating Income for the period ending February 29, 2024 was \$1,276,705 above budget. Total operating income received to date is \$3,448,988.**
- 5200 Board of Directors, \$2,189 below Budget - \$15,000 budgeted for District voting borders realignment. Costs was half of what was budgeted.
- 5250 Conference Attendance, \$4,640 below Budget – Additional conferences expected to be attended later in the fiscal year.
- 5300 Insurance, \$5,110 above Budget – District pays for insurance premiums at the beginning of the fiscal year. Variance continues to decrease.
- LAFCO Assessment, \$2,000 below Budget – Expense is paid in May or June.
- 5400 Legal, \$35,309 below Budget – Costs related to the defense of various legal proceedings is less than expected at this point.
- 5510 Maintenance, Office, \$14,555 below Budget – Various projects are planned for the office that have not yet begun.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: April 4, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 5630 Consulting, \$8,522 below Budget – Additional expenses expected later in the fiscal year.
- 5640 Data Services, \$3,746 above Budget – Annual payment made for the use of Parcel Management System, used for Property Tax Roll.
- 5730 Telephone & Internet, \$6,665 below Budget – District staff has received credits for certain lines.
- 5800 Labor, \$23,481 above Budget – Mainly due to the funding of GM salary & benefit increase which includes arrears.
- 6170 Claims, Property Damage, \$6,667 below Budget – No claims filed to date.
- 6200 Engineering, \$23,949 below Budget – Majority of costs have been related to CIP projects and booked in account 8075 Sewer CIP.
- 6600 Collection/Transmission, \$6,667 below Budget – No activity to date.
- 6900 SAM Expenses, \$498,108 above Budget – The District adopted the original budget provided by SAM. After adoption by MWSD, SAM adjusted their infrastructure budget downward.

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

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

- **Overall Total Operating Expenses for the period ending February 29, 2024, were \$459,108 above Budget.**
- **Total overall Expenses for the period ending February 29, 2024, were \$414,936 above budget. For a net ordinary gain of \$861,769 above Budget. Actual net ordinary income is \$783,314.**
- 7100 Connection Fees, \$75,869 above Budget – No new connections sold in February 2024. 4 full connections sold this fiscal year.
- 7200 Interest Income, LAIF, \$82,729 above budget – Due to the increase Federal interest rates.
- 8000 CIP, \$2,324,825 below Budget – Minimal activity to date, mainly engineering support and generator expenses.
- 9200 I-Bank Loan, \$8,007 below budget – Due to timing.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: **April 4, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

## **Budget vs. Actual – Water July 1, 2023 thru February 29, 2024 - Variances over \$2,000:**

- 4400 Fees, \$3,151 below Budget - All fee categories have lagged behind expectations due to economic conditions. Less home remodeling taking place.
- 4610 Property Tax Receipts, \$258,621 above Budget – Additional ERAF apportionment received in January. The District receives two per year.
- 4740 Testing, Backflow, \$6,285 above Budget – Due to timing of revenue collection.
- 4810 Water Sales, Domestic, \$76,940 below Budget – Due to timing of receipts.
- 4850 Water Sales refunds, \$5,533 below Budget – No refunds issued to date.
- **Overall Total Operating Income for the period ending February 29, 2024 was \$190,372 above budget. Total operating revenue received to date is \$1,695,439.**
- 5200 Board of Directors, \$2,190 below Budget - \$15,000 budgeted for District voting borders realignment. Costs was half of what was budgeted.
- 5240 CDPH Fees, \$8,169 above Budget – Annual Permit paid for in January, \$14K.
- 5250 Conference Attendance, \$6,477 below Budget – Additional conferences expected to be attended later in the fiscal year.
- 5300 Insurance, \$6,816 above Budget – District pays insurance premiums at the beginning of the fiscal year. Variance continues to decrease.
- LAFCO Assessment, \$2,000 below Budget – Expense is paid in May or June.
- 5510 Maintenance, Office, \$14,059 below Budget – Various projects are planned for the office that have not yet begun.
- 5530 Memberships, \$6,123 above Budget – ACWA dues paid in December. Variance will decrease as year moves forward.
- 5550 Postage, \$2,526 above Budget – Additional costs relating to mail service.
- 5560 Printing & Publishing, \$2,555 above Budget – increased community outreach.
- 5630 Consulting, \$18,522 below Budget – Additional costs expected later in fiscal year.
- 5720 Telephone & Internet, \$7,698 below Budget - District staff has received credits for certain lines.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: April 4, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 5800 Labor & Wages, \$17,368 above Budget – Mainly due to the funding of GM salary & benefit increase which includes arrears.
- 6170 Claims, Property Damage, \$6,274 below Budget – One minor claim paid in August.
- 6180 Communications, \$7,140 below Budget – SCADA maintenance costs are on an as needed basis.
- 6195 Education & Training, \$2,571 below Budget – Budget available for continuing education opportunities.
- 6200 Engineering, \$44,202 above Budget – Large bill paid for Water Quality engineering in November.
- 6370 Lab Supplies & Equipment, \$10,899 above Budget – Major purchase of inventory made in August & November.
- 6500 Supply, \$21,431 below Budget – Payment for Q2 water purchase for Airport Wells made in January. Average expense is \$6,500.
- 6600 Collection/Transmission, \$14,592 above Budget – Another large purchase of meters paid for in October, November & December.
- 6700 Treatment, \$2,358 below Budget – costs are variable on a month-to-month basis. Variance is still relatively in line with projections.
- 6800 Vehicles, \$3,871 below Budget – 25% of costs are allocated to Sewer. Fuel cost is less than expected.
- **Overall Total Operating Expenses for the period ending February 29, 2024, were \$25,855 above Budget.**
- **Total overall Expenses for the period ending February 29, 2024 were \$15,081 above budget. For a net ordinary income of \$175,291 budgeted vs. actual. Actual net ordinary income was \$169,013.**
- 7100 Connection Fees, \$121,670 above Budget – No new connections sold in February. 5 full connections sold this fiscal year.
- 7250 CAMP interest, \$87,667 above Budget – Due to increase in federal interest rates.
- 7600 GO Bond Revenues, \$61,739 below budget - 50% advance was received in December, additional funds to pay debt service expected soon.
- 7650 Water System Reliability, \$88,811 above Budget – 50% advance was received in December.
- 8000 CIP, \$2,271,726 below Budget – Projects are currently on-going, and others are being planned.
- 9100 GO Bond interest expense, \$24,838 below Budget – Difference due to timing.

RECOMMENDATION:



# **MONTARA WATER AND SANITARY DISTRICT AGENDA**

**Prepared for the Meeting Of: April 4, 2024**

**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 2023 through February 2024

	Jul '23 - Feb 24	Sewer Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4220 · Cell Tower Lease	56,555.92	55,333.36	1,222.56
4400 · Fees			
4410 · Administrative Fee (New Constr)	1,244.00	2,666.72	-1,422.72
4420 · Administrative Fee (Remodel)	0.00	666.72	-666.72
4430 · Inspection Fee (New Constr)	1,178.00	2,666.72	-1,488.72
4440 · Inspection Fee (Remodel)	0.00	666.72	-666.72
4460 · Remodel Fees	5,888.00	5,333.36	554.64
4470 · Other Fees	160.00		
<b>Total 4400 · Fees</b>	<b>8,470.00</b>	<b>12,000.24</b>	<b>-3,530.24</b>
4510 · Grants	732,291.90		
4610 · Property Tax Receipts	408,621.45	150,000.00	258,621.45
4710 · Sewer Service Charges	2,246,416.69	1,941,615.50	304,801.19
4720 · Sewer Service Refunds, Customer	-22,814.88	-6,666.72	-16,148.16
4760 · Waste Collection Revenues	19,222.70	20,000.00	-777.30
4990 · Other Revenue	223.72		
<b>Total Income</b>	<b>3,448,987.50</b>	<b>2,172,282.38</b>	<b>1,276,705.12</b>
<b>Gross Profit</b>	<b>3,448,987.50</b>	<b>2,172,282.38</b>	<b>1,276,705.12</b>
<b>Expense</b>			
5000 · Administrative			
5190 · Bank Fees	3,820.83	4,000.00	-179.17
5200 · Board of Directors			
5210 · Board Meetings	3,713.85	2,666.72	1,047.13
5220 · Director Fees	5,930.00	6,666.72	-736.72
5230 · Election Expenses	7,500.00	10,000.00	-2,500.00
<b>Total 5200 · Board of Directors</b>	<b>17,143.85</b>	<b>19,333.44</b>	<b>-2,189.59</b>
5250 · Conference Attendance	2,027.03	6,666.72	-4,639.69
5270 · Information Systems	3,433.26	4,000.00	-566.74
5300 · Insurance			
5310 · Fidelity Bond	0.00	333.36	-333.36
5320 · Property & Liability Insurance	12,109.75	6,666.72	5,443.03
<b>Total 5300 · Insurance</b>	<b>12,109.75</b>	<b>7,000.08</b>	<b>5,109.67</b>
5350 · LAFCO Assessment	0.00	2,000.00	-2,000.00
5400 · Legal			
5430 · General Legal	47,523.15	133,333.36	-85,810.21
5440 · Litigation	50,501.09		
<b>Total 5400 · Legal</b>	<b>98,024.24</b>	<b>133,333.36</b>	<b>-35,309.12</b>
5510 · Maintenance, Office	2,112.06	16,666.72	-14,554.66
5530 · Memberships	4,500.00	3,333.36	1,166.64
5540 · Office Supplies	5,066.15	5,500.00	-433.85
5550 · Postage	1,458.36	766.72	691.64
5560 · Printing & Publishing	2,887.95	1,500.00	1,387.95

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

	Jul '23 - Feb 24	Sewer Budget	\$ Over Budget
<b>5600 · Professional Services</b>			
5610 · Accounting	26,655.00	26,000.00	655.00
5620 · Audit	8,700.00	9,000.00	-300.00
5630 · Consulting	26,311.83	34,833.36	-8,521.53
5640 · Data Services	10,412.73	6,666.72	3,746.01
5650 · Labor & HR Support	1,950.32	1,666.72	283.60
5660 · Payroll Services	907.09	666.72	240.37
<b>Total 5600 · Professional Services</b>	<b>74,936.97</b>	<b>78,833.52</b>	<b>-3,896.55</b>
5710 · San Mateo Co. Tax Roll Charges	119.00	1,666.72	-1,547.72
5720 · Telephone & Internet	20,001.27	26,666.72	-6,665.45
5730 · Mileage Reimbursement	503.52	1,333.36	-829.84
5740 · Reference Materials	0.00	133.36	-133.36
5790 · Other Administrative	-3,684.17		
<b>5800 · Labor</b>			
5810 · CalPERS 457 Deferred Plan	17,786.93	14,324.00	3,462.93
5820 · Employee Benefits	39,658.09	34,756.72	4,901.37
5830 · Disability Insurance	1,232.45	1,514.00	-281.55
5840 · Payroll Taxes	13,984.17	16,928.64	-2,944.47
5850 · PARS	11,437.46	14,764.72	-3,327.26
<b>5900 · Wages</b>			
5910 · Management	107,419.05	81,744.72	25,674.33
5920 · Staff	128,315.32	137,178.00	-8,862.68
5930 · Staff Certification	1,400.00	1,200.00	200.00
5940 · Staff Overtime	4,756.61	1,169.36	3,587.25
5950 · Staff Standby	1,515.35		
<b>Total 5900 · Wages</b>	<b>243,406.33</b>	<b>221,292.08</b>	<b>22,114.25</b>
5960 · Worker's Comp Insurance	1,498.08	1,942.00	-443.92
<b>Total 5800 · Labor</b>	<b>329,003.51</b>	<b>305,522.16</b>	<b>23,481.35</b>
<b>Total 5000 · Administrative</b>	<b>573,463.58</b>	<b>618,256.24</b>	<b>-44,792.66</b>
<b>6000 · Operations</b>			
6170 · Claims, Property Damage	0.00	6,666.72	-6,666.72
6195 · Education & Training	0.00	1,333.36	-1,333.36
<b>6200 · Engineering</b>			
6220 · General Engineering	22,718.00	46,666.72	-23,948.72
<b>Total 6200 · Engineering</b>	<b>22,718.00</b>	<b>46,666.72</b>	<b>-23,948.72</b>
<b>6330 · Facilities</b>			
6335 · Alarm Services	4,216.68	4,000.00	216.68
6337 · Landscaping	3,000.00	4,000.00	-1,000.00
<b>Total 6330 · Facilities</b>	<b>7,216.68</b>	<b>8,000.00</b>	<b>-783.32</b>
<b>6400 · Pumping</b>			
6410 · Pumping Fuel & Electricity	37,984.01	33,333.36	4,650.65
6420 · Pumping Maintenance, Generators	4,515.42	10,000.00	-5,484.58
<b>Total 6400 · Pumping</b>	<b>42,499.43</b>	<b>43,333.36</b>	<b>-833.93</b>

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

	Jul '23 - Feb 24	Sewer Budget	\$ Over Budget
<b>6600 · Collection/Transmission</b>			
6660 · Maintenance, Collection System	0.00	6,666.72	-6,666.72
<b>Total 6600 · Collection/Transmission</b>	0.00	6,666.72	-6,666.72
<b>6770 · Uniforms</b>	0.00	133.36	-133.36
<b>6800 · Vehicles</b>			
6810 · Fuel	2,309.02	1,333.36	975.66
6820 · Truck Equipment, Expensed	313.66	133.36	180.30
6830 · Truck Repairs	309.24	666.72	-357.48
<b>Total 6800 · Vehicles</b>	2,931.92	2,133.44	798.48
<b>6890 · Other Operations</b>	1,187.70		
<b>6900 · Sewer Authority Midcoastside</b>			
6910 · SAM Collections	196,574.64	196,574.72	-0.08
6920 · SAM Operations	950,415.28	1,204,301.36	-253,886.08
6930 · SAM Prior Year Adjustment	784,097.10		
6940 · SAM Maintenance, Collection Sys	465.25	30,000.00	-29,534.75
6950 · SAM Maintenance, Pumping	72,993.65	86,666.72	-13,673.07
6960 · SAM NDWSCP	11,105.36		
<b>Total 6900 · Sewer Authority Midcoastside</b>	2,015,651.28	1,517,542.80	498,108.48
<b>Total 6000 · Operations</b>	2,092,205.01	1,632,476.48	459,728.53
<b>Total Expense</b>	2,665,668.59	2,250,732.72	414,935.87
<b>Net Ordinary Income</b>	783,318.91	-78,450.34	861,769.25
<b>Other Income/Expense</b>			
<b>Other Income</b>			
<b>7000 · Capital Account Revenues</b>			
<b>7100 · Connection Fees</b>			
7110 · Connection Fees (New Constr)	133,194.00	146,666.72	-13,472.72
7120 · Connection Fees (Remodel)	39,051.00	36,666.72	2,384.28
7152 · Connection Fee Refunds	0.00	-13,333.36	13,333.36
7153 · Add'l Fixture Units (New Const)	33,183.00	13,333.36	19,849.64
7155 · Add'l Fixture Units (Remodel)	102,777.00	13,333.36	89,443.64
7157 · Fixture Fee Refunds	-32,543.00		
7160 · PFP Pass Thru	-2,858.00		
7165 · Meter Pass Thru Costs	-268.05		
<b>Total 7100 · Connection Fees</b>	272,535.95	196,666.80	75,869.15
<b>7200 · Interest Income - LAIF</b>	127,729.39	45,000.00	82,729.39
<b>Total 7000 · Capital Account Revenues</b>	400,265.34	241,666.80	158,598.54
<b>Total Other Income</b>	400,265.34	241,666.80	158,598.54
<b>Other Expense</b>			
<b>8000 · Capital Improvement Program</b>			
8075 · Sewer	341,365.31	2,666,190.00	-2,324,824.69
<b>Total 8000 · Capital Improvement Program</b>	341,365.31	2,666,190.00	-2,324,824.69

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Accrual Basis

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

	Jul '23 - Feb 24	Sewer Budget	\$ Over Budget
9000 · Capital Account Expenses			
9125 · PNC Equipment Lease Interest	4,703.47	4,784.00	-80.53
9200 · I-Bank Loan	10,694.76	18,702.00	-8,007.24
<b>Total 9000 · Capital Account Expenses</b>	<b>15,398.23</b>	<b>23,486.00</b>	<b>-8,087.77</b>
<b>Total Other Expense</b>	<b>356,763.54</b>	<b>2,689,676.00</b>	<b>-2,332,912.46</b>
<b>Net Other Income</b>	<b>43,501.80</b>	<b>-2,448,009.20</b>	<b>2,491,511.00</b>
<b>Net Income</b>	<b>826,820.71</b>	<b>-2,526,459.54</b>	<b>3,353,280.25</b>

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

	Jul '23 - Feb 24	Water Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>4400 · Fees</b>			
4410 · Administrative Fee (New Constr)	1,244.00	2,666.72	-1,422.72
4420 · Administrative Fee (Remodel)	0.00	400.00	-400.00
4430 · Inspection Fee (New Constr)	1,178.00	2,666.72	-1,488.72
4440 · Inspection Fee (Remodel)	0.00	0.00	0.00
4450 · Mainline Extension Fees	0.00	0.00	0.00
4470 · Other Fees	160.00		
<b>Total 4400 · Fees</b>	2,582.00	5,733.44	-3,151.44
4610 · Property Tax Receipts	408,621.39	150,000.00	258,621.39
4740 · Testing, Backflow	18,285.00	12,000.00	6,285.00
4810 · Water Sales, Domestic	1,265,726.82	1,342,666.72	-76,939.90
4850 · Water Sales Refunds, Customer	0.00	-5,333.36	5,333.36
4990 · Other Revenue	223.74		
<b>Total Income</b>	1,695,438.95	1,505,066.80	190,372.15
<b>Gross Profit</b>	1,695,438.95	1,505,066.80	190,372.15
<b>Expense</b>			
<b>5000 · Administrative</b>			
5190 · Bank Fees	3,820.77	3,666.72	154.05
<b>5200 · Board of Directors</b>			
5210 · Board Meetings	3,713.85	2,666.72	1,047.13
5220 · Director Fees	5,930.00	6,666.72	-736.72
5230 · Election Expenses	7,500.00	10,000.00	-2,500.00
<b>Total 5200 · Board of Directors</b>	17,143.85	19,333.44	-2,189.59
5240 · CDPH Fees	18,669.08	12,000.00	6,669.08
5250 · Conference Attendance	3,522.99	10,000.00	-6,477.01
5270 · Information Systems	3,433.24	4,333.36	-900.12
<b>5300 · Insurance</b>			
5310 · Fidelity Bond	0.00	333.36	-333.36
5320 · Property & Liability Insurance	13,815.75	6,666.72	7,149.03
<b>Total 5300 · Insurance</b>	13,815.75	7,000.08	6,815.67
5350 · LAFCO Assessment	0.00	2,000.00	-2,000.00
<b>5400 · Legal</b>			
5430 · General Legal	47,503.16	50,000.00	-2,496.84
5440 · Litigation	1,472.00		
<b>Total 5400 · Legal</b>	48,975.16	50,000.00	-1,024.84
5510 · Maintenance, Office	2,607.33	16,666.72	-14,059.39
5530 · Memberships	22,790.00	16,666.72	6,123.28
5540 · Office Supplies	5,066.01	4,166.72	899.29
5550 · Postage	12,358.98	9,833.36	2,525.62
5560 · Printing & Publishing	6,388.82	3,833.36	2,555.46

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

	Jul '23 - Feb 24	Water Budget	\$ Over Budget
<b>5600 · Professional Services</b>			
5610 · Accounting	26,655.00	26,000.00	655.00
5620 · Audit	8,700.00	9,000.00	-300.00
5630 · Consulting	26,311.83	44,833.36	-18,521.53
5640 · Data Services	1,199.50	666.72	532.78
5650 · Labor & HR Support	1,950.32	1,666.72	283.60
5660 · Payroll Services	907.20	666.72	240.48
<b>Total 5600 · Professional Services</b>	<b>65,723.85</b>	<b>82,833.52</b>	<b>-17,109.67</b>
<b>5710 · San Mateo Co. Tax Roll Charges</b>	<b>119.00</b>	<b>1,666.72</b>	<b>-1,547.72</b>
<b>5720 · Telephone &amp; Internet</b>	<b>25,635.71</b>	<b>33,333.36</b>	<b>-7,697.65</b>
<b>5730 · Mileage Reimbursement</b>	<b>1,260.98</b>	<b>1,333.36</b>	<b>-72.38</b>
<b>5740 · Reference Materials</b>	<b>0.00</b>	<b>333.36</b>	<b>-333.36</b>
<b>5790 · Other Administrative</b>	<b>-472.36</b>		
<b>5800 · Labor</b>			
5810 · CalPERS 457 Deferred Plan	35,952.86	34,307.36	1,645.50
5820 · Employee Benefits	115,594.91	103,527.36	12,067.55
5830 · Disability Insurance	2,674.99	3,714.72	-1,039.73
5840 · Payroll Taxes	36,669.59	39,676.00	-3,006.41
5850 · PARS	26,286.61	31,400.72	-5,114.11
<b>5900 · Wages</b>			
5910 · Management	107,419.11	81,744.72	25,674.39
5920 · Staff	362,051.21	369,626.72	-7,575.51
5930 · Staff Certification	6,650.00	7,600.00	-950.00
5940 · Staff Overtime	40,215.60	40,280.00	-64.40
5950 · Staff Standby	23,609.22	19,390.72	4,218.50
<b>Total 5900 · Wages</b>	<b>539,945.14</b>	<b>518,642.16</b>	<b>21,302.98</b>
<b>5960 · Worker's Comp Insurance</b>	<b>7,787.33</b>	<b>16,275.36</b>	<b>-8,488.03</b>
<b>Total 5800 · Labor</b>	<b>764,911.43</b>	<b>747,543.68</b>	<b>17,367.75</b>
<b>Total 5000 · Administrative</b>	<b>1,015,770.59</b>	<b>1,026,544.48</b>	<b>-10,773.89</b>
<b>6000 · Operations</b>			
6160 · Backflow Prevention	706.07	666.72	39.35
6170 · Claims, Property Damage	393.15	6,666.72	-6,273.57
<b>6180 · Communications</b>			
6185 · SCADA Maintenance	6,193.85	13,333.36	-7,139.51
<b>Total 6180 · Communications</b>	<b>6,193.85</b>	<b>13,333.36</b>	<b>-7,139.51</b>
<b>6195 · Education &amp; Training</b>	<b>761.98</b>	<b>3,333.36</b>	<b>-2,571.38</b>
<b>6200 · Engineering</b>			
6220 · General Engineering	1,362.58	6,666.72	-5,304.14
6230 · Water Quality Engineering	126,172.50	76,666.72	49,505.78
<b>Total 6200 · Engineering</b>	<b>127,535.08</b>	<b>83,333.44</b>	<b>44,201.64</b>
<b>6320 · Equipment &amp; Tools, Expensed</b>	<b>6,046.69</b>	<b>6,666.72</b>	<b>-620.03</b>

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

	Jul '23 - Feb 24	Water Budget	\$ Over Budget
<b>6330 · Facilities</b>			
6335 · Alarm Services	776.04	1,333.36	-557.32
6337 · Landscaping	11,541.62	10,000.00	1,541.62
<b>Total 6330 · Facilities</b>	12,317.66	11,333.36	984.30
<b>6370 · Lab Supplies &amp; Equipment</b>	13,565.53	2,666.72	10,898.81
6380 · Meter Reading	0.00	333.36	-333.36
<b>6400 · Pumping</b>			
6410 · Pumping Fuel & Electricity	70,203.74	63,333.36	6,870.38
6420 · Pumping Maintenance, Generators	14,957.70	20,000.00	-5,042.30
6430 · Pumping Maintenance, General	-125.71	3,333.36	-3,459.07
6440 · Pumping Equipment, Expensed	125.05	466.72	-341.67
<b>Total 6400 · Pumping</b>	85,160.78	87,133.44	-1,972.66
<b>6500 · Supply</b>			
6510 · Maintenance, Raw Water Mains	767.35	1,666.72	-899.37
6520 · Maintenance, Wells	3,103.62	16,666.72	-13,563.10
6530 · Water Purchases	13,031.74	20,000.00	-6,968.26
<b>Total 6500 · Supply</b>	16,902.71	38,333.44	-21,430.73
<b>6600 · Collection/Transmission</b>			
6610 · Hydrants	0.00	6,666.72	-6,666.72
6620 · Maintenance, Water Mains	51,470.59	113,333.36	-61,862.77
6630 · Maintenance, Water Svc Lines	2,127.00	13,333.36	-11,206.36
6640 · Maintenance, Tanks	3,536.32	3,333.36	202.96
6650 · Maint., Distribution General	3,338.94	10,000.00	-6,661.06
6670 · Meters	120,786.36	20,000.00	100,786.36
<b>Total 6600 · Collection/Transmission</b>	181,259.21	166,666.80	14,592.41
<b>6700 · Treatment</b>			
6710 · Chemicals & Filtering	19,110.55	16,666.72	2,443.83
6720 · Maintenance, Treatment Equip.	6,060.64	10,000.00	-3,939.36
6730 · Treatment Analysis	22,470.74	23,333.36	-862.62
<b>Total 6700 · Treatment</b>	47,641.93	50,000.08	-2,358.15
<b>6770 · Uniforms</b>	2,187.67	1,666.72	520.95
<b>6800 · Vehicles</b>			
6810 · Fuel	6,927.04	8,000.00	-1,072.96
6820 · Truck Equipment, Expensed	940.99	1,333.36	-392.37
6830 · Truck Repairs	927.71	3,333.36	-2,405.65
<b>Total 6800 · Vehicles</b>	8,795.74	12,666.72	-3,870.98
<b>6890 · Other Operations</b>	1,187.70		
<b>Total 6000 · Operations</b>	510,655.75	484,800.96	25,854.79
<b>Total Expense</b>	1,526,426.34	1,511,345.44	15,080.90
<b>Net Ordinary Income</b>	169,012.61	-6,278.64	175,291.25

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

July 2023 through February 2024

	Jul '23 - Feb 24	Water Budget	\$ Over Budget
<b>Other Income/Expense</b>			
<b>Other Income</b>			
<b>7000 · Capital Account Revenues</b>			
<b>7100 · Connection Fees</b>			
7110 · Connection Fees (New Constr)	138,790.58	123,333.36	15,457.22
7120 · Connection Fees (Remodel)	35,656.62		
7130 · Conn. Fees, PFP (New Constr)	123,958.50	36,666.72	87,291.78
7155 · Add'l Fixture Units (Remodel)	6,767.98		
7157 · Fixture Fee Refunds	-27,695.58		
7160 · PFP Pass Thru	-1,540.50		
7165 · Meter Pass Thru Costs	5,732.29		
<b>Total 7100 · Connection Fees</b>	<b>281,669.89</b>	<b>160,000.08</b>	<b>121,669.81</b>
7250 · CAMP Interest Income	127,667.47	40,000.00	87,667.47
7600 · Bond Revenues, G.O.	535,951.29	597,690.50	-61,739.21
7650 · Water System Reliability	644,541.20	555,730.00	88,811.20
<b>Total 7000 · Capital Account Revenues</b>	<b>1,589,829.85</b>	<b>1,353,420.58</b>	<b>236,409.27</b>
<b>Total Other Income</b>	<b>1,589,829.85</b>	<b>1,353,420.58</b>	<b>236,409.27</b>
<b>Other Expense</b>			
<b>8000 · Capital Improvement Program</b>			
8100 · Water	304,940.81	2,576,666.72	-2,271,725.91
<b>Total 8000 · Capital Improvement Program</b>	<b>304,940.81</b>	<b>2,576,666.72</b>	<b>-2,271,725.91</b>
<b>9000 · Capital Account Expenses</b>			
9100 · Interest Expense - GO Bonds	32,139.48	56,977.00	-24,837.52
9125 · PNC Equipment Lease Interest	4,703.52	4,784.00	-80.48
9150 · SRF Loan	28,752.45	28,752.00	0.45
9210 · Conservation Program/Rebates	150.00	0.00	150.00
<b>Total 9000 · Capital Account Expenses</b>	<b>65,745.45</b>	<b>90,513.00</b>	<b>-24,767.55</b>
<b>Total Other Expense</b>	<b>370,686.26</b>	<b>2,667,179.72</b>	<b>-2,296,493.46</b>
<b>Net Other Income</b>	<b>1,219,143.59</b>	<b>-1,313,759.14</b>	<b>2,532,902.73</b>
<b>Net Income</b>	<b>1,388,156.20</b>	<b>-1,320,037.78</b>	<b>2,708,193.98</b>



## Montara Water & Sanitary District

### Funds Balance Sheet

As of February 29, 2024

3/13/24

Accrual Basis

	Sewer	Water	TOTAL
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
<b>Sewer - Bank Accounts</b>			
Wells Fargo Operating - Sewer	2,016,876.13	0.00	2,016,876.13
LAIF Investment Fund			
Capital Reserve	4,306,741.28	0.00	4,306,741.28
Operating Reserve	2,769,507.00	0.00	2,769,507.00
<b>Total LAIF Investment Fund</b>	<b>7,076,248.28</b>	<b>0.00</b>	<b>7,076,248.28</b>
<b>Total Sewer - Bank Accounts</b>	<b>9,093,124.41</b>	<b>0.00</b>	<b>9,093,124.41</b>
<b>Water - Bank Accounts</b>			
<b>CAMP Investment Fund</b>			
Capital Reserve	0.00	3,062,072.13	3,062,072.13
Operating Reserve	0.00	2,220,720.12	2,220,720.12
<b>Total CAMP Investment Fund</b>	<b>0.00</b>	<b>5,282,792.25</b>	<b>5,282,792.25</b>
Wells Fargo Operating - Water	0.00	18,057.53	18,057.53
Restricted Cash			
2020 GO Bonds Fund - Chase	0.00	743,533.62	743,533.62
<b>Total Restricted Cash</b>	<b>0.00</b>	<b>743,533.62</b>	<b>743,533.62</b>
<b>Total Water - Bank Accounts</b>	<b>0.00</b>	<b>6,044,383.40</b>	<b>6,044,383.40</b>
<b>Total Checking/Savings</b>	<b>9,093,124.41</b>	<b>6,044,383.40</b>	<b>15,137,507.81</b>
<b>Accounts Receivable</b>			
<b>Sewer - Accounts Receivable</b>			
Lease Receivable	148,905.00	0.00	148,905.00
Accounts Receivable	-3,666.76	0.00	-3,666.76
Sewer - Accounts Receivable - Other	-10,061.79	0.00	-10,061.79
<b>Total Sewer - Accounts Receivable</b>	<b>135,176.45</b>	<b>0.00</b>	<b>135,176.45</b>
<b>Water - Accounts Receivable</b>			
Accounts Receivable	0.00	13,967.03	13,967.03
Accounts Rec. - Backflow	0.00	28,728.11	28,728.11
Accounts Rec. - Water Residents	0.00	150,331.94	150,331.94
Unbilled Water Receivables	0.00	243,766.73	243,766.73
<b>Total Water - Accounts Receivable</b>	<b>0.00</b>	<b>436,793.81</b>	<b>436,793.81</b>
<b>Total Accounts Receivable</b>	<b>135,176.45</b>	<b>436,793.81</b>	<b>571,970.26</b>
<b>Other Current Assets</b>			
Maint/Parts Inventory	0.00	42,656.32	42,656.32
<b>Total Other Current Assets</b>	<b>0.00</b>	<b>42,656.32</b>	<b>42,656.32</b>
<b>Total Current Assets</b>	<b>9,228,300.86</b>	<b>6,523,833.53</b>	<b>15,752,134.39</b>
<b>Fixed Assets</b>			
<b>Sewer - Fixed Assets</b>			
General Plant	9,149,397.80	0.00	9,149,397.80
Land	5,000.00	0.00	5,000.00
<b>Other Capital Improv.</b>			
Sewer-Original Cost	685,599.18	0.00	685,599.18
Other Cap. Improv.	2,564,810.39	0.00	2,564,810.39
<b>Total Other Capital Improv.</b>	<b>3,250,409.57</b>	<b>0.00</b>	<b>3,250,409.57</b>
Seal Cove Collection System	995,505.00	0.00	995,505.00
<b>Sewage Collection Facility</b>			
Collection Facility - Org. Cost	1,349,064.00	0.00	1,349,064.00
Collection Facility - Other	3,991,243.33	0.00	3,991,243.33
<b>Total Sewage Collection Facility</b>	<b>5,340,307.33</b>	<b>0.00</b>	<b>5,340,307.33</b>
Treatment Facility	244,539.84	0.00	244,539.84
Accumulated Depreciation	-10,872,874.00	0.00	-10,872,874.00
<b>Total Sewer - Fixed Assets</b>	<b>8,112,285.54</b>	<b>0.00</b>	<b>8,112,285.54</b>

**Montara Water & Sanitary District**  
**Funds Balance Sheet**  
As of February 29, 2024

3/13/24

Accrual Basis

<b>Water - Fixed Assets</b>			
General Plant	0.00	29,787,721.97	29,787,721.97
Land & Easements	0.00	734,500.00	734,500.00
Surface Water Rights	0.00	300,000.00	300,000.00
Water Meters	0.00	1,058,985.00	1,058,985.00
Fixed Assets - Other	0.00	48,171.78	48,171.78
Accumulated Depreciation	0.00	-15,809,611.00	-15,809,611.00
<b>Total Water - Fixed Assets</b>	<u>0.00</u>	<u>16,119,767.75</u>	<u>16,119,767.75</u>
<b>Total Fixed Assets</b>	8,112,285.54	16,119,767.75	24,232,053.29
<b>Other Assets</b>			
<b>Sewer - Other Assets</b>			
Def'd Amts Related to Pensions	113,218.00	0.00	113,218.00
<b>Joint Power Authority</b>			
SAM - Orig Collection Facility	981,592.00	0.00	981,592.00
SAM - Expansion	1,705,955.08	0.00	1,705,955.08
<b>Total Joint Power Authority</b>	<u>2,687,547.08</u>	<u>0.00</u>	<u>2,687,547.08</u>
<b>Total Sewer - Other Assets</b>	2,800,765.08	0.00	2,800,765.08
<b>Water - Other Assets</b>			
Def'd Amts Related to Pensions	0.00	252,003.00	252,003.00
Due from Sewer	0.00	1,391,848.36	1,391,848.36
<b>Total Water - Other Assets</b>	<u>0.00</u>	<u>1,643,851.36</u>	<u>1,643,851.36</u>
<b>Total Other Assets</b>	<u>2,800,765.08</u>	<u>1,643,851.36</u>	<u>4,444,616.44</u>
<b>TOTAL ASSETS</b>	<u><b>20,141,351.48</b></u>	<u><b>24,287,452.64</b></u>	<u><b>44,428,804.12</b></u>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
<b>Accounts Payable</b>			
Accounts Payable - Sewer	114,927.37	0.00	114,927.37
<b>Total Accounts Payable</b>	114,927.37	0.00	114,927.37
<b>Credit Cards</b>			
Wells Fargo Credit Card	0.00	8,408.37	8,408.37
<b>Total Credit Cards</b>	0.00	8,408.37	8,408.37
<b>Other Current Liabilities</b>			
Water - Net Pension Liability	0.00	28,173.00	28,173.00
Sewer - Net Pension Liability	12,658.00	0.00	12,658.00
<b>Sewer - Current Liabilities</b>			
Accrued Vacations	10,926.30	0.00	10,926.30
Deposits Payable	31,380.67	0.00	31,380.67
PNC Equip. Loan - S/T	27,051.33	0.00	27,051.33
<b>Total Sewer - Current Liabilities</b>	<u>69,358.30</u>	<u>0.00</u>	<u>69,358.30</u>
<b>Water - Current Liabilities</b>			
Accrued Vacations	0.00	20,027.78	20,027.78
Construction Deposits Payable	0.00	-589.09	-589.09
Deposits Payable	0.00	-85,670.05	-85,670.05
PFP Water Deposits	0.00	4,302.50	4,302.50
PNC Equip. Loan - S/T	0.00	27,051.30	27,051.30
SRF Loan Payable X109 - Current	0.00	92,851.32	92,851.32
Temporary Construction Meter	0.00	41,861.53	41,861.53
<b>Total Water - Current Liabilities</b>	<u>0.00</u>	<u>99,835.29</u>	<u>99,835.29</u>
<b>Payroll Liabilities</b>			
Employee Benefits Payable	15,817.31	0.00	15,817.31
<b>Total Payroll Liabilities</b>	<u>15,817.31</u>	<u>0.00</u>	<u>15,817.31</u>
<b>Total Other Current Liabilities</b>	<u>97,833.61</u>	<u>128,008.29</u>	<u>225,841.90</u>
<b>Total Current Liabilities</b>	<u>212,760.98</u>	<u>136,416.66</u>	<u>349,177.64</u>

**Montara Water & Sanitary District**  
**Funds Balance Sheet**  
As of February 29, 2024

3/13/24

Accrual Basis

<b>Long Term Liabilities</b>			
<b>Sewer - Long Term Liabilities</b>			
Deferred Inflows (Sewer Leases)	141,496.00	0.00	141,496.00
Due to Water Fund	1,391,848.36	0.00	1,391,848.36
Accrued Vacations	29,339.03	0.00	29,339.03
I-Bank Loan	596,289.45	0.00	596,289.45
PNC Equip. Loan - L/T	199,511.05	0.00	199,511.05
<b>Total Sewer - Long Term Liabilities</b>	<b>2,358,483.89</b>	<b>0.00</b>	<b>2,358,483.89</b>
<b>Water - Long Term Liabilities</b>			
2020 GO Bonds	0.00	4,302,407.38	4,302,407.38
Accrued Vacations	0.00	37,678.17	37,678.17
PNC Equip. Loan - L/T	0.00	199,511.11	199,511.11
SRF Loan Payable - X109	0.00	2,333,514.62	2,333,514.62
<b>Total Water - Long Term Liabilities</b>	<b>0.00</b>	<b>6,873,111.28</b>	<b>6,873,111.28</b>
<b>Deferred Inflows (Pensions)</b>			
Sewer	8,715.00	0.00	8,715.00
Water	0.00	19,399.00	19,399.00
<b>Total Deferred Inflows (Pensions)</b>	<b>8,715.00</b>	<b>19,399.00</b>	<b>28,114.00</b>
<b>Total Long Term Liabilities</b>	<b>2,367,198.89</b>	<b>6,892,510.28</b>	<b>9,259,709.17</b>
<b>Total Liabilities</b>	<b>2,579,959.87</b>	<b>7,028,926.94</b>	<b>9,608,886.81</b>
<b>Equity</b>			
<b>Sewer - Equity Accounts</b>			
Capital Assets Net	3,408,252.20	0.00	3,408,252.20
Fund Balance - Unrestricted	8,793,316.07	0.00	8,793,316.07
Retained Earnings	-1,617,130.41	0.00	-1,617,130.41
<b>Total Sewer - Equity Accounts</b>	<b>10,584,437.86</b>	<b>0.00</b>	<b>10,584,437.86</b>
<b>Water - Equity Accounts</b>			
Capital Assets Net	0.00	2,868,858.70	2,868,858.70
Restricted Debt Service	0.00	1,384,997.90	1,384,997.90
Unrestricted	0.00	-1,562,801.59	-1,562,801.59
Retained Earnings	0.00	1,617,130.41	1,617,130.41
<b>Total Water - Equity Accounts</b>	<b>0.00</b>	<b>4,308,185.42</b>	<b>4,308,185.42</b>
Equity Adjustment Account	6,150,133.04	11,562,184.08	17,712,317.12
Net Income	826,820.71	1,388,156.20	2,214,976.91
<b>Total Equity</b>	<b>17,561,391.61</b>	<b>17,258,525.70</b>	<b>34,819,917.31</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>20,141,351.48</b>	<b>24,287,452.64</b>	<b>44,428,804.12</b>

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

YTD Cash Information	July	August	September	October	November	December	January	February	March	April	May	June	Target Reserves	\$ Over (Under) Targets	% Over/(Under) Targets
<b>Sewer - Operations</b>															
Wells Fargo Operating	4,799,718.26	4,795,076.61	4,295,441.35	3,765,700.81	3,403,341.48	6,509,613.97	5,878,972.73	2,016,876.13							
<b>Sewer Reserve Accounts</b>															
LAIF															
Capital Reserve	4,215,941.10	4,215,941.10	4,215,941.10	4,258,688.56	4,258,688.56	4,258,688.56	4,306,741.28	4,306,741.28					6,700,000.00	(2,393,258.72)	64%
Operating Reserve	524,507.00	524,507.00	524,507.00	524,507.00	524,507.00	524,507.00	524,507.00	2,769,507.00					2,813,414.00	(43,907.00)	98%
Subtotal	4,740,448.10	4,740,448.10	4,740,448.10	4,783,195.56	4,783,195.56	4,783,195.56	4,831,248.28	7,076,248.28							
<b>Water Operations</b>															
Wells Fargo Operating	66,244.20	84,909.23	(355.14)	23,905.76	42,704.46	59,284.54	78,444.55	18,057.53							
<b>Water - Reserve Accounts</b>															
CAMP - Reserve Funds															
Capital Reserve	2,998,600.24	3,014,247.10	3,029,695.42	3,046,076.65	3,062,072.13	3,062,072.13	3,062,072.13	3,062,072.13					3,042,820.00	19,252.13	101%
Operating Reserve	339,579.00	339,579.00	441,252.33	441,252.33	441,252.33	457,772.27	474,273.60	2,220,720.12					1,133,508.00	(659,234.40)	196%
Subtotal	3,338,179.24	3,353,826.10	3,470,947.75	3,487,328.98	3,503,324.46	3,519,844.40	3,536,345.73	5,282,792.25							
<b>Water - Restricted Accounts</b>															
JP Morgan Chase - Water															
2020 GO Bond Fund	1,179,454.43	689,691.67	689,691.67	690,667.34	700,604.29	702,016.10	1,152,913.64	743,533.62							
Sub-Total	1,179,454.43	689,691.67	689,691.67	690,667.34	700,604.29	702,016.10	1,152,913.64	743,533.62							
<b>Total Cash and Equivalents</b>	<b>14,124,044.23</b>	<b>13,663,951.71</b>	<b>13,196,173.73</b>	<b>12,750,798.45</b>	<b>12,433,170.25</b>	<b>15,573,954.57</b>	<b>15,477,924.93</b>	<b>15,137,507.81</b>							

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

													TOTAL			
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>																
<b>Income</b>																
<b>4220 · Cell Tower Lease</b>	7,069.49	7,069.49	7,069.49	7,069.49	7,069.49	7,069.49	7,069.49	7,069.49					56,555.92	83,000.00	-26,444.08	68.14%
<b>4400 · Fees</b>																
<b>4410 · Administrative Fee (New Constr)</b>				1,244.00									1,244.00	4,000.00	-2,756.00	31.1%
<b>4420 · Administrative Fee (Remodel)</b>														1,000.00	-1,000.00	
<b>4430 · Inspection Fee (New Constr)</b>				1,178.00									1,178.00	4,000.00	-2,822.00	29.45%
<b>4440 · Inspection Fee (Remodel)</b>														1,000.00	-1,000.00	
<b>4460 · Remodel Fees</b>	1,496.00	1,244.00	622.00		136.00	1,059.00	272.00	1,059.00					5,888.00	8,000.00	-2,112.00	73.6%
<b>4470 · Other Fees</b>	160.00												160.00			
<b>Total 4400 · Fees</b>	1,656.00	1,244.00	622.00	2,422.00	136.00	1,059.00	272.00	1,059.00					8,470.00	18,000.00	-9,530.00	47.06%
<b>4510 · Grants</b>						732,291.90							732,291.90			
<b>4610 · Property Tax Receipts</b>		102,896.55	286.44	324.00	18,998.49	151,189.32	108,960.45	25,966.20					408,621.45	300,000.00	108,621.45	136.21%
<b>4710 · Sewer Service Charges</b>	2,950.88	1,352.45		983.60		1,956,555.11		284,574.65					2,246,416.69	3,883,231.00	-1,636,814.31	57.85%
<b>4720 · Sewer Service Refunds, Customer</b>					-6,682.82		-15,264.16	-867.90					-22,814.88	-10,000.00	-12,814.88	228.15%
<b>4760 · Waste Collection Revenues</b>	1,227.28	3,786.17	1,351.59	3,495.04	1,035.67	3,546.57	1,273.35	3,507.03					19,222.70	30,000.00	-10,777.30	64.08%
<b>4990 · Other Revenue</b>		22.34		21.72	150.88			28.78					223.72			
<b>Total Income</b>	12,903.65	116,371.00	9,329.52	14,315.85	20,707.71	2,851,711.39	102,311.13	321,337.25					3,448,987.50	4,304,231.00	-855,243.50	80.13%
<b>Gross Profit</b>	12,903.65	116,371.00	9,329.52	14,315.85	20,707.71	2,851,711.39	102,311.13	321,337.25					3,448,987.50	4,304,231.00	-855,243.50	80.13%
<b>Expense</b>																
<b>5000 · Administrative</b>																
<b>5190 · Bank Fees</b>	1,281.04	325.63	337.06	371.16	345.94	423.48	395.51	341.01					3,820.83	6,000.00	-2,179.17	63.68%
<b>5200 · Board of Directors</b>																
<b>5210 · Board Meetings</b>		200.00	2,113.85		400.00	400.00	400.00	200.00					3,713.85	4,000.00	-286.15	92.85%
<b>5220 · Director Fees</b>		1,800.00	900.00		750.00	750.00	975.00	755.00					5,930.00	10,000.00	-4,070.00	59.3%
<b>5230 · Election Expenses</b>			7,500.00										7,500.00	15,000.00	-7,500.00	50.0%
<b>Total 5200 · Board of Directors</b>		2,000.00	10,513.85		1,150.00	1,150.00	1,375.00	955.00					17,143.85	29,000.00	-11,856.15	59.12%
<b>5250 · Conference Attendance</b>	415.00	337.50	392.53				112.50	769.50					2,027.03	10,000.00	-7,972.97	20.27%
<b>5270 · Information Systems</b>		779.88	1,355.25	254.38	162.50	443.75	237.50	200.00					3,433.26	6,000.00	-2,566.74	57.22%
<b>5300 · Insurance</b>																
<b>5310 · Fidelity Bond</b>														500.00	-500.00	
<b>5320 · Property &amp; Liability Insurance</b>	12,109.75												12,109.75	10,000.00	2,109.75	121.1%
<b>Total 5300 · Insurance</b>	12,109.75												12,109.75	10,500.00	1,609.75	115.33%
<b>5350 · LAFCO Assessment</b>														3,000.00	-3,000.00	
<b>5400 · Legal</b>																
<b>5430 · General Legal</b>	8,598.00		17,231.15	5,158.00	4,462.00	5,222.00	3,486.00	3,366.00					47,523.15	200,000.00	-152,476.85	23.76%
<b>5440 · Litigation</b>	2,979.38		7,762.06	3,569.30	12,461.15	10,296.45	2,160.00	11,272.75					50,501.09			
<b>Total 5400 · Legal</b>	11,577.38		24,993.21	8,727.30	16,923.15	15,518.45	5,646.00	14,638.75					98,024.24	200,000.00	-101,975.76	49.01%
<b>5510 · Maintenance, Office</b>	130.00		992.19	130.00		390.00	144.87	325.00					2,112.06	25,000.00	-22,887.94	8.45%

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

													TOTAL			
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>5530 · Memberships</b>					4,500.00								4,500.00	5,000.00	-500.00	90.0%
<b>5540 · Office Supplies</b>	611.04	132.89	675.03	649.86	1,231.88	100.76	933.99	730.70					5,066.15	8,250.00	-3,183.85	61.41%
<b>5550 · Postage</b>				1,031.57	8.01	207.10		211.68					1,458.36	1,150.00	308.36	126.81%
<b>5560 · Printing &amp; Publishing</b>	487.82	373.78	55.79	1,503.62	76.85	211.71	63.23	115.15					2,887.95	2,250.00	637.95	128.35%
<b>5600 · Professional Services</b>																
<b>5610 · Accounting</b>	3,650.00	3,927.50	4,852.50	2,715.00	3,555.00	2,255.00	3,125.00	2,575.00					26,655.00	39,000.00	-12,345.00	68.35%
<b>5620 · Audit</b>			2,500.00	5,000.00	1,200.00								8,700.00	13,500.00	-4,800.00	64.44%
<b>5630 · Consulting</b>	1,815.81	6,142.14	1,531.25	6,018.05	3,297.44	2,613.40	3,146.60	1,747.14					26,311.83	52,250.00	-25,938.17	50.36%
<b>5640 · Data Services</b>	1,199.50	9,213.23											10,412.73	10,000.00	412.73	104.13%
<b>5650 · Labor &amp; HR Support</b>	427.00		213.50	242.32	427.00		213.50	427.00					1,950.32	2,500.00	-549.68	78.01%
<b>5660 · Payroll Services</b>	91.64	125.56	91.64	127.00	97.38	94.52	183.40	95.95					907.09	1,000.00	-92.91	90.71%
<b>Total 5600 · Professional Services</b>	7,183.95	19,408.43	9,188.89	14,102.37	8,576.82	4,962.92	6,668.50	4,845.09					74,936.97	118,250.00	-43,313.03	63.37%
<b>5710 · San Mateo Co. Tax Roll Charges</b>				119.00									119.00	2,500.00	-2,381.00	4.76%
<b>5720 · Telephone &amp; Internet</b>	4,475.47	4,484.79	823.77	-1,236.40	4,373.09	213.43	4,511.20	2,355.92					20,001.27	40,000.00	-19,998.73	50.0%
<b>5730 · Mileage Reimbursement</b>			294.24	19.95				189.33					503.52	2,000.00	-1,496.48	25.18%
<b>5740 · Reference Materials</b>														200.00	-200.00	
<b>5790 · Other Adminstrative</b>		18.04	337.66	-4,039.87									-3,684.17			
<b>5800 · Labor</b>																
<b>5810 · CalPERS 457 Deferred Plan</b>	1,681.16	1,885.79	5,067.93	1,848.36	1,866.71	1,751.73	1,943.56	1,741.69					17,786.93	21,486.00	-3,699.07	82.78%
<b>5820 · Employee Benefits</b>	8,438.94		4,219.47	4,219.47	8,859.65		4,640.18	9,280.38					39,658.09	52,135.00	-12,476.91	76.07%
<b>5830 · Disability Insurance</b>	152.55	152.55	152.55	152.55	155.57	155.56	155.56	155.56					1,232.45	2,271.00	-1,038.55	54.27%
<b>5840 · Payroll Taxes</b>	1,912.24	2,160.35	1,803.49	1,697.32	1,296.84	930.98	2,204.56	1,978.39					13,984.17	25,393.00	-11,408.83	55.07%
<b>5850 · PARS</b>	1,738.30	1,837.33	1,389.08	1,147.96	1,078.94	572.73	1,886.74	1,786.38					11,437.46	22,147.00	-10,709.54	51.64%
<b>5900 · Wages</b>																
<b>5910 · Management</b>	9,567.78	9,567.78	21,271.59	26,784.88	10,034.88	10,109.88	10,047.38	10,034.88					107,419.05	122,617.00	-15,197.95	87.61%
<b>5920 · Staff</b>	15,224.71	16,901.35	15,741.43	16,465.59	16,103.67	15,611.23	16,851.11	15,416.23					128,315.32	205,767.00	-77,451.68	62.36%
<b>5930 · Staff Certification</b>	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00					1,400.00	1,800.00	-400.00	77.78%
<b>5940 · Staff Overtime</b>	29.42	941.52	804.21	147.11	1,333.81	58.84	1,206.32	235.38					4,756.61	1,754.00	3,002.61	271.19%
<b>5950 · Staff Standby</b>		654.55		322.80			538.00						1,515.35			
<b>Total 5900 · Wages</b>	24,996.91	28,240.20	37,992.23	43,895.38	27,647.36	25,954.95	28,817.81	25,861.49					243,406.33	331,938.00	-88,531.67	73.33%
<b>5960 · Worker's Comp Insurance</b>			791.00			707.08							1,498.08	2,913.00	-1,414.92	51.43%
<b>Total 5800 · Labor</b>	38,920.10	34,276.22	51,415.75	52,961.04	40,905.07	30,073.03	39,648.41	40,803.89					329,003.51	458,283.00	-129,279.49	71.79%
<b>Total 5000 · Administrative</b>	77,191.55	62,137.16	101,375.22	74,593.98	78,253.31	53,694.63	59,736.71	66,481.02					573,463.58	927,383.00	-353,919.42	61.84%
<b>6000 · Operations</b>																
<b>6170 · Claims, Property Damage</b>														10,000.00	-10,000.00	
<b>6195 · Education &amp; Training</b>														2,000.00	-2,000.00	
<b>6200 · Engineering</b>																
<b>6220 · General Engineering</b>	2,962.50	917.50	2,508.00	3,657.50	1,463.00	5,240.50	1,776.50	4,192.50					22,718.00	70,000.00	-47,282.00	32.45%
<b>Total 6200 · Engineering</b>	2,962.50	917.50	2,508.00	3,657.50	1,463.00	5,240.50	1,776.50	4,192.50					22,718.00	70,000.00	-47,282.00	32.45%

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

	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	TOTAL			
													Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>6330 · Facilities</b>																
6335 · Alarm Services	690.60	430.08	560.82	557.10	430.08	560.82	557.10	430.08					4,216.68	6,000.00	-1,783.32	70.28%
6337 · Landscaping				3,000.00									3,000.00	6,000.00	-3,000.00	50.0%
<b>Total 6330 · Facilities</b>	690.60	430.08	560.82	3,557.10	430.08	560.82	557.10	430.08					7,216.68	12,000.00	-4,783.32	60.14%
<b>6400 · Pumping</b>																
6410 · Pumping Fuel & Electricity	3,549.85	3,553.27	3,590.30	3,016.65	3,076.52	2,980.47	3,697.90	14,519.05					37,984.01	50,000.00	-12,015.99	75.97%
6420 · Pumping Maintenance, Generators	2,260.00				2,172.00	83.42							4,515.42	15,000.00	-10,484.58	30.1%
<b>Total 6400 · Pumping</b>	5,809.85	3,553.27	3,590.30	3,016.65	5,248.52	3,063.89	3,697.90	14,519.05					42,499.43	65,000.00	-22,500.57	65.38%
<b>6600 · Collection/Transmission</b>																
6660 · Maintenance, Collection System														10,000.00	-10,000.00	
<b>Total 6600 · Collection/Transmission</b>														10,000.00	-10,000.00	
<b>6770 · Uniforms</b>														200.00	-200.00	
<b>6800 · Vehicles</b>																
6810 · Fuel	203.38	229.19	205.45		288.05	456.71	233.87	692.37					2,309.02	2,000.00	309.02	115.45%
6820 · Truck Equipment, Expensed	202.73	41.52			10.90	58.51							313.66	200.00	113.66	156.83%
6830 · Truck Repairs	31.08				278.16								309.24	1,000.00	-690.76	30.92%
<b>Total 6800 · Vehicles</b>	437.19	270.71	205.45		577.11	515.22	233.87	692.37					2,931.92	3,200.00	-268.08	91.62%
<b>6890 · Other Operations</b>									1,187.70				1,187.70			
<b>6900 · Sewer Authority Midcoastside</b>																
6910 · SAM Collections	24,571.83	24,571.83	24,571.83	24,571.83	24,571.83	24,571.83	24,571.83	24,571.83					196,574.64	294,862.00	-98,287.36	66.67%
6920 · SAM Operations	118,801.91	118,801.91	118,801.91	118,801.91	118,801.91	118,801.91	118,801.91	118,801.91					950,415.28	1,806,452.00	-856,036.72	52.61%
6930 · SAM Prior Year Adjustment				51,805.20									784,097.10			
6940 · SAM Maintenance, Collection Sys													465.25	45,000.00	-44,534.75	1.03%
6950 · SAM Maintenance, Pumping		13,861.24	2,211.68	17,363.23	681.95	30,464.99	8,410.56						72,993.65	130,000.00	-57,006.35	56.15%
6960 · SAM NDWSCP			150.00	6,020.00		630.00		4,305.36					11,105.36			
<b>Total 6900 · Sewer Authority Midcoastside</b>	143,373.74	157,234.98	145,735.42	218,562.17	144,055.69	907,225.88	151,784.30	147,679.10					2,015,651.28	2,276,314.00	-260,662.72	88.55%
<b>Total 6000 · Operations</b>	153,273.88	162,406.54	152,599.99	228,793.42	151,774.40	916,606.31	158,049.67	168,700.80					2,092,205.01	2,448,714.00	-356,508.99	85.44%
<b>Total Expense</b>	230,465.43	224,543.70	253,975.21	303,387.40	230,027.71	970,300.94	217,786.38	235,181.82					2,665,668.59	3,376,097.00	-710,428.41	78.96%
<b>Net Ordinary Income</b>	-217,561.78	-108,172.70	-244,645.69	-289,071.55	-209,320.00	1,881,410.45	-115,475.25	86,155.43					783,318.91	928,134.00	-144,815.09	84.4%
<b>Other Income/Expense</b>																
<b>Other Income</b>																
<b>7000 · Capital Account Revenues</b>																
<b>7100 · Connection Fees</b>																
7110 · Connection Fees (New Constr)	65,222.00				33,986.00		33,986.00						133,194.00	220,000.00	-86,806.00	60.54%
7120 · Connection Fees (Remodel)				12,231.00	26,820.00								39,051.00	55,000.00	-15,949.00	71.0%
7152 · Connection Fee Refunds													-20,000.00	20,000.00		
7153 · Add'l Fixture Units (New Const)	6,705.00	9,657.00		3,231.00	4,077.00		9,513.00						33,183.00	20,000.00	13,183.00	165.92%
7155 · Add'l Fixture Units (Remodel)		8,154.00	17,595.00		29,898.00	47,130.00							102,777.00	20,000.00	82,777.00	513.89%
7157 · Fixture Fee Refunds							-27,778.50	-4,764.50					-32,543.00			

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

													TOTAL			
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
7160 · PFP Pass Thru					-2,858.00								-2,858.00			
7165 · Meter Pass Thru Costs						-268.05							-268.05			
<b>Total 7100 · Connection Fees</b>	71,927.00	17,811.00	17,595.00	15,462.00	91,923.00	46,861.95	15,720.50	-4,764.50					272,535.95	295,000.00	-22,464.05	92.39%
7200 · Interest Income - LAIF	36,929.21			42,747.46			48,052.72						127,729.39	60,000.00	67,729.39	212.88%
<b>Total 7000 · Capital Account Revenues</b>	108,856.21	17,811.00	17,595.00	58,209.46	91,923.00	46,861.95	63,773.22	-4,764.50					400,265.34	355,000.00	45,265.34	112.75%
<b>Total Other Income</b>	108,856.21	17,811.00	17,595.00	58,209.46	91,923.00	46,861.95	63,773.22	-4,764.50					400,265.34	355,000.00	45,265.34	112.75%
<b>Other Expense</b>																
8000 · Capital Improvement Program																
8075 · Sewer	16,731.70	83,146.82	83,240.65	114,561.06	4,956.35	1,149.50	12,217.04	25,362.19					341,365.31	3,999,285.00	-3,657,919.69	8.54%
<b>Total 8000 · Capital Improvement Program</b>	16,731.70	83,146.82	83,240.65	114,561.06	4,956.35	1,149.50	12,217.04	25,362.19					341,365.31	3,999,285.00	-3,657,919.69	8.54%
9000 · Capital Account Expenses																
9125 · PNC Equipment Lease Interest	1,015.55		655.59	639.27	622.91	606.51	590.06	573.58					4,703.47	7,176.00	-2,472.53	65.54%
9200 · I-Bank Loan	1,601.35						9,093.41						10,694.76	18,702.00	-8,007.24	57.19%
<b>Total 9000 · Capital Account Expenses</b>	2,616.90		655.59	639.27	622.91	606.51	9,683.47	573.58					15,398.23	25,878.00	-10,479.77	59.5%
<b>Total Other Expense</b>	19,348.60	83,146.82	83,896.24	115,200.33	5,579.26	1,756.01	21,900.51	25,935.77					356,763.54	4,025,163.00	-3,668,399.46	8.86%
<b>Net Other Income</b>	89,507.61	-65,335.82	-66,301.24	-56,990.87	86,343.74	45,105.94	41,872.71	-30,700.27					43,501.80	-3,670,163.00	3,713,664.80	-1.19%
<b>Net Income</b>	<b>-128,054.17</b>	<b>-173,508.52</b>	<b>-310,946.93</b>	<b>-346,062.42</b>	<b>-122,976.26</b>	<b>1,926,516.39</b>	<b>-73,602.54</b>	<b>55,455.16</b>					<b>826,820.71</b>	<b>-2,742,029.00</b>	<b>3,568,849.71</b>	<b>-30.15%</b>



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

	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>ry Income/Expense</b>																
<b>Income</b>																
<b>4400 · Fees</b>																
4410 · Administrative Fee (New Constr)				1,244.00									1,244.00	4,000.00	-2,756.00	31.1%
4420 · Administrative Fee (Remodel)														600.00	-600.00	
4430 · Inspection Fee (New Constr)				1,178.00									1,178.00	4,000.00	-2,822.00	29.45%
4440 · Inspection Fee (Remodel)																
4450 · Mainline Extension Fees																
4470 · Other Fees	160.00												160.00			
<b>Total 4400 · Fees</b>	160.00			2,422.00									2,582.00	8,600.00	-6,018.00	30.02%
4610 · Property Tax Receipts	-0.01	102,896.55	286.43	324.00	18,998.48	151,189.31	108,960.45	25,966.18					408,621.39	300,000.00	108,621.39	136.21%
4740 · Testing, Backflow	1,486.00	1,496.00	2,176.00		2,040.00	9,047.00	952.00	1,088.00					18,285.00	18,000.00	285.00	101.58%
4810 · Water Sales, Domestic	142,714.49	205,441.91	156,717.66	153,940.81	170,874.59	139,747.96	195,630.04	100,659.36					1,265,726.82	2,014,000.00	-748,273.18	62.85%
4850 · Water Sales Refunds, Customer														-8,000.00	8,000.00	
4990 · Other Revenue		22.35		21.73	150.88			28.78					223.74			
<b>Total Income</b>	144,360.48	309,856.81	159,180.09	156,708.54	192,063.95	299,984.27	305,542.49	127,742.32					1,695,438.95	2,332,600.00	-637,161.05	72.69%
<b>Gross Profit</b>	144,360.48	309,856.81	159,180.09	156,708.54	192,063.95	299,984.27	305,542.49	127,742.32					1,695,438.95	2,332,600.00	-637,161.05	72.69%
<b>Expense</b>																
<b>5000 · Administrative</b>																
5190 · Bank Fees	1,281.04	325.63	337.05	371.15	345.93	423.47	395.50	341.00					3,820.77	5,500.00	-1,679.23	69.47%
<b>5200 · Board of Directors</b>																
5210 · Board Meetings		200.00	2,113.85		400.00	400.00	400.00	200.00					3,713.85	4,000.00	-286.15	92.85%
5220 · Director Fees		1,800.00	900.00		750.00	750.00	975.00	755.00					5,930.00	10,000.00	-4,070.00	59.3%
5230 · Election Expenses			7,500.00										7,500.00	15,000.00	-7,500.00	50.0%
<b>Total 5200 · Board of Directors</b>		2,000.00	10,513.85		1,150.00	1,150.00	1,375.00	955.00					17,143.85	29,000.00	-11,856.15	59.12%
5240 · CDPH Fees						4,614.00	14,055.08						18,669.08	18,000.00	669.08	103.72%
5250 · Conference Attendance	415.00	337.50	1,048.49				112.50	1,609.50					3,522.99	15,000.00	-11,477.01	23.49%
5270 · Information Systems		779.87	1,355.25	254.37	162.50	443.75	237.50	200.00					3,433.24	6,500.00	-3,066.76	52.82%
<b>5300 · Insurance</b>																
5310 · Fidelity Bond														500.00	-500.00	
5320 · Property & Liability Insurance	13,159.75				656.00								13,815.75	10,000.00	3,815.75	138.16%
<b>Total 5300 · Insurance</b>	13,159.75				656.00								13,815.75	10,500.00	3,315.75	131.58%
5350 · LAFCO Assessment														3,000.00	-3,000.00	
<b>5400 · Legal</b>																
5430 · General Legal	8,598.00		17,211.16	5,158.00	4,462.00	5,222.00	3,486.00	3,366.00					47,503.16	75,000.00	-27,496.84	63.34%
5440 · Litigation	208.00		544.00	640.00	80.00								1,472.00			
<b>Total 5400 · Legal</b>	8,806.00		17,755.16	5,798.00	4,542.00	5,222.00	3,486.00	3,366.00					48,975.16	75,000.00	-26,024.84	65.3%
5510 · Maintenance, Office	179.80	95.16	1,262.23	130.00		470.27	144.87	325.00					2,607.33	25,000.00	-22,392.67	10.43%
5530 · Memberships					4,500.00	17,345.00	945.00						22,790.00	25,000.00	-2,210.00	91.16%
5540 · Office Supplies	611.03	132.89	675.00	649.84	1,231.85	100.75	933.96	730.69					5,066.01	6,250.00	-1,183.99	81.06%

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

	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
5550 · Postage	1,589.08	2,283.68		2,431.23	1,482.23	2,671.90	123.56	1,777.30					12,358.98	14,750.00	-2,391.02	83.79%
5560 · Printing & Publishing	550.02	1,098.18	1,285.66	1,503.59	76.85	211.70	1,547.70	115.12					6,388.82	5,750.00	638.82	111.11%
<b>5600 · Professional Services</b>																
5610 · Accounting	3,650.00	3,927.50	4,852.50	2,715.00	3,555.00	2,255.00	3,125.00	2,575.00					26,655.00	39,000.00	-12,345.00	68.35%
5620 · Audit			2,500.00	5,000.00	1,200.00								8,700.00	13,500.00	-4,800.00	64.44%
5630 · Consulting	1,815.82	6,142.15	1,531.25	6,018.05	3,297.42	2,613.39	3,146.60	1,747.15					26,311.83	67,250.00	-40,938.17	39.13%
5640 · Data Services	1,199.50												1,199.50	1,000.00	199.50	119.95%
5650 · Labor & HR Support	427.00		213.50	242.32	427.00		213.50	427.00					1,950.32	2,500.00	-549.68	78.01%
5660 · Payroll Services	91.66	125.58	91.66	127.01	97.40	94.52	183.41	95.96					907.20	1,000.00	-92.80	90.72%
<b>Total 5600 · Professional Services</b>	<b>7,183.98</b>	<b>10,195.23</b>	<b>9,188.91</b>	<b>14,102.38</b>	<b>8,576.82</b>	<b>4,962.91</b>	<b>6,668.51</b>	<b>4,845.11</b>					<b>65,723.85</b>	<b>124,250.00</b>	<b>-58,526.15</b>	<b>52.9%</b>
5710 · San Mateo Co. Tax Roll Charges				119.00									119.00	2,500.00	-2,381.00	4.76%
5720 · Telephone & Internet	4,834.41	5,213.00	1,531.82	-504.07	5,110.42	950.76	4,766.63	3,732.74					25,635.71	50,000.00	-24,364.29	51.27%
5730 · Mileage Reimbursement	282.85		294.24	19.95	93.83		123.60	446.51					1,260.98	2,000.00	-739.02	63.05%
5740 · Reference Materials														500.00	-500.00	
5790 · Other Administrative	320.84	2,791.24	337.66	-4,045.87			123.77						-472.36			
<b>5800 · Labor</b>																
5810 · CalPERS 457 Deferred Plan	4,078.38	4,456.34	7,647.51	4,108.95	4,330.33	3,637.47	4,009.44	3,684.44					35,952.86	51,461.00	-15,508.14	69.86%
5820 · Employee Benefits	22,675.89		12,565.44	12,565.44	26,371.12		13,805.68	27,611.34					115,594.91	155,291.00	-39,696.09	74.44%
5830 · Disability Insurance	329.39	329.39	329.39	345.27	338.38	334.39	334.39	334.39					2,674.99	5,572.00	-2,897.01	48.01%
5840 · Payroll Taxes	4,563.59	4,982.88	4,656.38	4,588.65	4,535.48	3,592.84	5,096.51	4,653.26					36,669.59	59,514.00	-22,844.41	61.62%
5850 · PARS	3,731.96	4,020.87	3,427.57	3,189.41	2,896.61	2,070.28	3,654.16	3,295.75					26,286.61	47,101.00	-20,814.39	55.81%
<b>5900 · Wages</b>																
5910 · Management	9,567.80	9,567.80	21,271.61	26,784.88	10,034.88	10,109.88	10,047.38	10,034.88					107,419.11	122,617.00	-15,197.89	87.61%
5920 · Staff	42,121.16	46,357.89	42,735.32	49,078.01	47,502.09	43,440.03	48,427.48	42,389.23					362,051.21	554,440.00	-192,388.79	65.3%
5930 · Staff Certification	775.00	925.00	925.00	925.00	825.00	725.00	825.00	725.00					6,650.00	11,400.00	-4,750.00	58.33%
5940 · Staff Overtime	4,349.89	4,430.67	7,494.35	2,315.35	8,336.35	3,548.80	4,556.59	5,183.60					40,215.60	60,420.00	-20,204.40	66.56%
5950 · Staff Standby	2,840.75	3,854.13	2,858.70	2,586.90	3,283.62	2,926.54	2,764.43	2,494.15					23,609.22	29,086.00	-5,476.78	81.17%
<b>Total 5900 · Wages</b>	<b>59,654.60</b>	<b>65,135.49</b>	<b>75,284.98</b>	<b>81,690.14</b>	<b>69,981.94</b>	<b>60,750.25</b>	<b>66,620.88</b>	<b>60,826.86</b>					<b>539,945.14</b>	<b>777,963.00</b>	<b>-238,017.86</b>	<b>69.41%</b>
5960 · Worker's Comp Insurance			3,847.57			3,939.76							7,787.33	24,413.00	-16,625.67	31.9%
<b>Total 5800 · Labor</b>	<b>95,033.81</b>	<b>78,924.97</b>	<b>107,758.84</b>	<b>106,487.86</b>	<b>108,453.86</b>	<b>74,324.99</b>	<b>93,521.06</b>	<b>100,406.04</b>					<b>764,911.43</b>	<b>1,121,315.00</b>	<b>-356,403.57</b>	<b>68.22%</b>
<b>Total 5000 · Administrative</b>	<b>134,247.61</b>	<b>104,177.35</b>	<b>153,344.16</b>	<b>127,317.43</b>	<b>136,382.29</b>	<b>112,891.50</b>	<b>128,560.24</b>	<b>118,850.01</b>					<b>1,015,770.59</b>	<b>1,539,815.00</b>	<b>-524,044.41</b>	<b>65.97%</b>
<b>6000 · Operations</b>																
6160 · Backflow Prevention						706.07							706.07	1,000.00	-293.93	70.61%
6170 · Claims, Property Damage		393.15											393.15	10,000.00	-9,606.85	3.93%
<b>6180 · Communications</b>																
6185 · SCADA Maintenance				1,760.00	2,591.89		1,760.00	81.96					6,193.85	20,000.00	-13,806.15	30.97%
<b>Total 6180 · Communications</b>				<b>1,760.00</b>	<b>2,591.89</b>		<b>1,760.00</b>	<b>81.96</b>					<b>6,193.85</b>	<b>20,000.00</b>	<b>-13,806.15</b>	<b>30.97%</b>
6195 · Education & Training		125.00	39.99	242.00	125.00		229.99						761.98	5,000.00	-4,238.02	15.24%
<b>6200 · Engineering</b>																
6220 · General Engineering	825.00		495.00			42.58							1,362.58	10,000.00	-8,637.42	13.63%

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

	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
6230 · Water Quality Engineering	9,085.00	5,165.00	5,885.00	21,245.00	27,837.50	10,362.50	14,217.50	32,375.00					126,172.50	115,000.00	11,172.50	109.72%
<b>Total 6200 · Engineering</b>	<b>9,910.00</b>	<b>5,165.00</b>	<b>6,380.00</b>	<b>21,245.00</b>	<b>27,837.50</b>	<b>10,405.08</b>	<b>14,217.50</b>	<b>32,375.00</b>					<b>127,535.08</b>	<b>125,000.00</b>	<b>2,535.08</b>	<b>102.03%</b>
6320 · Equipment & Tools, Expensed	582.95	1,363.48	309.93	1,279.72	488.50	717.74	148.25	1,156.12					6,046.69	10,000.00	-3,953.31	60.47%
<b>6330 · Facilities</b>																
6335 · Alarm Services	260.52		130.74	127.02		130.74	127.02						776.04	2,000.00	-1,223.96	38.8%
6337 · Landscaping	860.00		1,065.00	3,860.00	2,381.62	1,065.00	385.00	1,925.00					11,541.62	15,000.00	-3,458.38	76.94%
<b>Total 6330 · Facilities</b>	<b>1,120.52</b>		<b>1,195.74</b>	<b>3,987.02</b>	<b>2,381.62</b>	<b>1,195.74</b>	<b>512.02</b>	<b>1,925.00</b>					<b>12,317.66</b>	<b>17,000.00</b>	<b>-4,682.34</b>	<b>72.46%</b>
6370 · Lab Supplies & Equipment		5,642.00	157.51	454.80	4,984.86	328.14	730.00	1,268.22					13,565.53	4,000.00	9,565.53	339.14%
6380 · Meter Reading														500.00	-500.00	
<b>6400 · Pumping</b>																
6410 · Pumping Fuel & Electricity	5,171.86	8,046.47	8,298.03	7,304.76	7,021.24	7,106.71	8,180.63	19,074.04					70,203.74	95,000.00	-24,796.26	73.9%
6420 · Pumping Maintenance, Generators	2,260.00				496.00	8,088.41	4,113.29						14,957.70	30,000.00	-15,042.30	49.86%
6430 · Pumping Maintenance, General		874.29					-1,000.00						-125.71	5,000.00	-5,125.71	-2.51%
6440 · Pumping Equipment, Expensed								125.05					125.05	700.00	-574.95	17.86%
<b>Total 6400 · Pumping</b>	<b>7,431.86</b>	<b>8,920.76</b>	<b>8,298.03</b>	<b>7,304.76</b>	<b>7,517.24</b>	<b>15,195.12</b>	<b>11,293.92</b>	<b>19,199.09</b>					<b>85,160.78</b>	<b>130,700.00</b>	<b>-45,539.22</b>	<b>65.16%</b>
<b>6500 · Supply</b>																
6510 · Maintenance, Raw Water Mains							767.35						767.35	2,500.00	-1,732.65	30.69%
6520 · Maintenance, Wells	1,082.80	941.29			1,079.53								3,103.62	25,000.00	-21,896.38	12.41%
6530 · Water Purchases					6,176.53		6,855.21						13,031.74	30,000.00	-16,968.26	43.44%
<b>Total 6500 · Supply</b>	<b>1,082.80</b>	<b>941.29</b>			<b>7,256.06</b>		<b>7,622.56</b>						<b>16,902.71</b>	<b>57,500.00</b>	<b>-40,597.29</b>	<b>29.4%</b>
<b>6600 · Collection/Transmission</b>																
6610 · Hydrants														10,000.00	-10,000.00	
6620 · Maintenance, Water Mains		16,022.90	8,107.37	3,644.94	9,416.78		14,278.60						51,470.59	170,000.00	-118,529.41	30.28%
6630 · Maintenance, Water Svc Lines		2,127.00											2,127.00	20,000.00	-17,873.00	10.64%
6640 · Maintenance, Tanks			36.32				3,500.00						3,536.32	5,000.00	-1,463.68	70.73%
6650 · Maint., Distribution General		1,443.75		1,818.37	56.05	20.77							3,338.94	15,000.00	-11,661.06	22.26%
6670 · Meters		7,832.87	114.06	65,325.78	114.48	43,663.87	3,620.58	114.72					120,786.36	30,000.00	90,786.36	402.62%
<b>Total 6600 · Collection/Transmission</b>		<b>27,426.52</b>	<b>8,257.75</b>	<b>70,789.09</b>	<b>9,587.31</b>	<b>43,684.64</b>	<b>21,399.18</b>	<b>114.72</b>					<b>181,259.21</b>	<b>250,000.00</b>	<b>-68,740.79</b>	<b>72.5%</b>
<b>6700 · Treatment</b>																
6710 · Chemicals & Filtering		7,646.01		1,713.67	175.38	1,139.68	6,971.68	1,464.13					19,110.55	25,000.00	-5,889.45	76.44%
6720 · Maintenance, Treatment Equip.		206.57	3,398.80	429.54	1,073.20	378.27	215.43	358.83					6,060.64	15,000.00	-8,939.36	40.4%
6730 · Treatment Analysis	283.15	2,479.00	7,568.68	2,073.74	1,782.19	637.00	7,110.98	536.00					22,470.74	35,000.00	-12,529.26	64.2%
<b>Total 6700 · Treatment</b>	<b>283.15</b>	<b>10,331.58</b>	<b>10,967.48</b>	<b>4,216.95</b>	<b>3,030.77</b>	<b>2,154.95</b>	<b>14,298.09</b>	<b>2,358.96</b>					<b>47,641.93</b>	<b>75,000.00</b>	<b>-27,358.07</b>	<b>63.52%</b>
6770 · Uniforms	834.88	216.66	418.17	-21.87	451.05	192.22		96.56					2,187.67	2,500.00	-312.33	87.51%
<b>6800 · Vehicles</b>																
6810 · Fuel	610.11	687.57	616.38	1,152.20	770.89	311.19	701.61	2,077.09					6,927.04	12,000.00	-5,072.96	57.73%
6820 · Truck Equipment, Expensed	608.19	124.55		43.59	199.17	-34.51							940.99	2,000.00	-1,059.01	47.05%
6830 · Truck Repairs	93.23			1,112.64	-278.16								927.71	5,000.00	-4,072.29	18.55%
<b>Total 6800 · Vehicles</b>	<b>1,311.53</b>	<b>812.12</b>	<b>616.38</b>	<b>2,308.43</b>	<b>691.90</b>	<b>276.68</b>	<b>701.61</b>	<b>2,077.09</b>					<b>8,795.74</b>	<b>19,000.00</b>	<b>-10,204.26</b>	<b>46.29%</b>
6890 · Other Operations								1,187.70					1,187.70			

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

	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>Total 6000 · Operations</b>	22,557.69	61,337.56	36,640.98	113,565.90	66,943.70	74,856.38	72,913.12	61,840.42					510,655.75	727,200.00	-216,544.25	70.22%
<b>Total Expense</b>	156,805.30	165,514.91	189,985.14	240,883.33	203,325.99	187,747.88	201,473.36	180,690.43					1,526,426.34	2,267,015.00	-740,588.66	67.33%
<b>Net Ordinary Income</b>	-12,444.82	144,341.90	-30,805.05	-84,174.79	-11,262.04	112,236.39	104,069.13	-52,948.11					169,012.61	65,585.00	103,427.61	257.7%
<b>Other Income/Expense</b>																
<b>Other Income</b>																
<b>7000 · Capital Account Revenues</b>																
<b>7100 · Connection Fees</b>																
7110 · Connection Fees (New Constr)	52,196.00		8,121.58	26,277.00	26,277.00	25,919.00							138,790.58	185,000.00	-46,209.42	75.02%
7120 · Connection Fees (Remodel)		5,732.88		11,545.38	18,378.36								35,656.62			
7130 · Conn. Fees, PFP (New Constr)	37,299.00	24,413.50		25,374.00	12,594.00		24,278.00						123,958.50	55,000.00	68,958.50	225.38%
7155 · Add'l Fixture Units (Remodel)							6,767.98						6,767.98			
7157 · Fixture Fee Refunds					-26,277.00		951.92	-2,370.50					-27,695.58			
7160 · PFP Pass Thru				990.00	-2,530.50								-1,540.50			
7165 · Meter Pass Thru Costs	2,624.50	1,375.50	260.50	1,110.00		361.79							5,732.29			
<b>Total 7100 · Connection Fees</b>	92,119.50	31,521.88	8,382.08	65,296.38	28,441.86	26,280.79	31,997.90	-2,370.50					281,669.89	240,000.00	41,669.89	117.36%
<b>7250 · CAMP Interest Income</b>	14,999.34	15,646.86	15,448.32	16,381.23	15,995.48	16,519.94	16,501.33	16,174.97					127,667.47	60,000.00	67,667.47	212.78%
<b>7600 · Bond Revenues, G.O.</b>			686.91	288.76	-9,936.95	460,763.94	2,566.99	81,581.64					535,951.29	1,195,381.00	-659,429.71	44.84%
<b>7650 · Water System Reliability</b>	1,480.45	814.22		789.44		560,006.02		81,451.07					644,541.20	1,111,460.00	-466,918.80	57.99%
<b>Total 7000 · Capital Account Revenues</b>	108,599.29	47,982.96	24,517.31	82,755.81	34,500.39	1,063,570.69	51,066.22	176,837.18					1,589,829.85	2,606,841.00	-1,017,011.15	60.99%
<b>Total Other Income</b>	108,599.29	47,982.96	24,517.31	82,755.81	34,500.39	1,063,570.69	51,066.22	176,837.18					1,589,829.85	2,606,841.00	-1,017,011.15	60.99%
<b>Other Expense</b>																
<b>8000 · Capital Improvement Program</b>																
8100 · Water	11,518.75	48,683.25	51,416.25	35,145.94	21,795.59	6,685.00	77,266.47	52,429.56					304,940.81	3,865,000.00	-3,560,059.19	7.89%
<b>Total 8000 · Capital Improvement Program</b>	11,518.75	48,683.25	51,416.25	35,145.94	21,795.59	6,685.00	77,266.47	52,429.56					304,940.81	3,865,000.00	-3,560,059.19	7.89%
<b>9000 · Capital Account Expenses</b>																
9100 · Interest Expense - GO Bonds		4,967.53						27,171.95					32,139.48	56,977.00	-24,837.52	56.41%
9125 · PNC Equipment Lease Interest	1,015.56		655.60	639.28	622.91	606.51	590.07	573.59					4,703.52	7,176.00	-2,472.48	65.55%
9150 · SRF Loan					28,752.45								28,752.45	56,457.00	-27,704.55	50.93%
9210 · Conservation Program/Rebates		150.00											150.00		150.00	100.0%
<b>Total 9000 · Capital Account Expenses</b>	1,015.56	5,117.53	655.60	639.28	29,375.36	606.51	590.07	27,745.54					65,745.45	120,610.00	-54,864.55	54.51%
<b>Total Other Expense</b>	12,534.31	53,800.78	52,071.85	35,785.22	51,170.95	7,291.51	77,856.54	80,175.10					370,686.26	3,985,610.00	-3,614,923.74	9.3%
<b>Net Other Income</b>	96,064.98	-5,817.82	-27,554.54	46,970.59	-16,670.56	1,056,279.18	-26,790.32	96,662.08					1,219,143.59	-1,378,769.00	2,597,912.59	-88.42%
<b>Net Income</b>	<b>83,620.16</b>	<b>138,524.08</b>	<b>-58,359.59</b>	<b>-37,204.20</b>	<b>-27,932.60</b>	<b>1,168,515.57</b>	<b>77,278.81</b>	<b>43,713.97</b>					<b>1,388,156.20</b>	<b>-1,313,184.00</b>	<b>2,701,340.20</b>	<b>-105.71%</b>

## Montara Water & Sanitary District Check Detail

March 29 through April 1, 2024

Date	Num	Name	Paid Amount	
<b>Warrant List for the Board of Directors Consent Agenda 4/4/2024</b>				
<b>SPLIT</b>				
02/16/2024	14583	ACWA/JPIA	-18,445.86	PAID
03/12/2024	14587	Cruzio Internet	-104.97	PAID
03/24/2024	14594	Lingo	-3,937.78	PAID
03/19/2024	14591	ODP Business Solutions	-819.43	PAID
03/24/2024	14595	Pacific Gas & Electric	-9,647.33	PAID
03/19/2024	14592	Tech Solutions	-737.50	PAID
03/29/2024	14597	A-B Communications	-175.31	
04/01/2024	14627	Aztec Gardens	-860.00	
03/29/2024	14601	Bay Alarm Company	-261.48	
03/29/2024	14602	Bill Softky	-300.00	
03/29/2024	14605	Carlyle Young	-300.00	
04/01/2024	14629	Comcast	-357.65	
03/29/2024	14598	CSRMA Alliant Insurance Services	-875.00	
03/29/2024	14607	Fitzgerald Law Offices	-15,548.00	
03/29/2024	14609	Kastama Strategic Consulting	-5,275.30	
03/29/2024	14610	Kathryn Slater-Carter RPLMT CK	-750.00	
03/29/2024	14611	Kathryn Slater-Carter	-300.00	
03/29/2024	14612	KBA Document Solutions	-93.13	
03/29/2024	14616	ODP Business Solutions	-132.90	
03/29/2024	14619	PARS	-895.54	
03/29/2024	14620	Peter Dekker	-300.00	
03/29/2024	14621	Scott Boyd	-300.00	
03/29/2024	14626	Standard Insurance Co.	-521.45	

## Montara Water & Sanitary District Check Detail

March 29 through April 1, 2024

Date	Num	Name	Paid Amount	
<b>WATER</b>				
02/16/2024	14584	Hassett	-314.56	PAID
03/12/2024	14585	Wells Fargo Remittance Center	-8,408.37	PAID
03/12/2024	14588	Maggiora Bros. Drilling, Inc.	-2,943.50	PAID
03/12/2024	14589	Pacific Gas & Electric	-2,607.36	PAID
03/12/2024	14590	San Mateo County Health Dept	-372.00	PAID
03/25/2024	14593	AT&T Mobility	-482.50	PAID
03/29/2024	14599	Andreini Brothers, Inc.	-11,814.05	
03/29/2024	14600	Badger Meter, Inc.	-114.90	
03/29/2024	14603	BSK Lab	-2,244.00	
03/29/2024	14604	Calcon Systems, Inc.	-1,596.11	
03/29/2024	14606	CLA-VAL/Griswald	-2,438.41	
03/29/2024	14613	McMaster-Carr Supply Co.	-49.21	
03/29/2024	14614	MWSD Sewer to GO BOND	-273.49	
03/29/2024	14618	Pacific Gas & Electric SUNSHINE VLLY	-1,319.75	
04/01/2024	14628	San Mateo County Health Dept	-284.00	
03/29/2024	14596	Wells Fargo Remittance Center	-13,547.52	

# Montara Water & Sanitary District Check Detail

March 29 through April 1, 2024

Date	Num	Name	Paid Amount	
<b>SEWER</b>				
03/29/2024	14608	Hue & Cry Security Systems, Inc.	-430.08	
03/29/2024	14615	Nute Engineering	-19,036.00	
03/29/2024	14617	PAC MACHINE CO., INC.	-70,998.91	
03/29/2024	14622	Sewer Authority Mid-Coastside	-74,778.50	
03/29/2024	14623	Sewer Authority Mid-Coastside	-24,571.83	
03/29/2024	14624	Sewer Authority Mid-Coastside	-118,801.91	
03/29/2024	14625	SHAPE, Inc.	-10,506.68	



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 4, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

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

**SUBJECT: SAM Flow Report for February 2024**

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

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

The Average Daily Flow for Montara was 0.652 MGD in February 2024. There were 0 reportable overflows in February 2024 in the Montara System. SAM indicates there were 5.04 inches of rain in February 2024 in Montara.

## RECOMMENDATION:

Review and file.

Attachments



# Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, February 2024

## February 2024

	Total	Number of S.S.O's			
		HMB	GCSO	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
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## 12 Month Moving Total

	Total	12 month rolling Number			
		HMB	GCSO	MWSD	SAM
Roots	1	0	0	1	0
Grease	0	0	0	0	0
Mechanical	0	0	0	0	0
Wet Weather	0	0	0	0	0
Other	1	1	0	0	0
<b>Total</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>
		<b>50%</b>	<b>0%</b>	<b>50%</b>	<b>0%</b>

## Reportable SSOs

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

## SSOs / Year / 100 Miles

	Total	Number of S.S.O.'s /Year/100 Miles			
		HMB	GCSO	MWSD	SAM
February 2024	0.0	0.0	0.0	0.0	0.0
12 Month Moving Total	1.9	2.7	0.0	3.7	0.0
Category 1	0.0	0.0	0.0	0.0	0.0
Category 2	0.0	0.0	0.0	0.0	0.0
Category 3	1.9	2.7	0.0	3.7	0.0
Category 4	0.0	0.0	0.0	0.0	0.0
Miles of Sewers	104.5	37.0	33.2	27.0	7.3
		35.4%	31.8%	25.8%	7.0%

## 12 Month Rolling Total Sewer Cleaning Summary

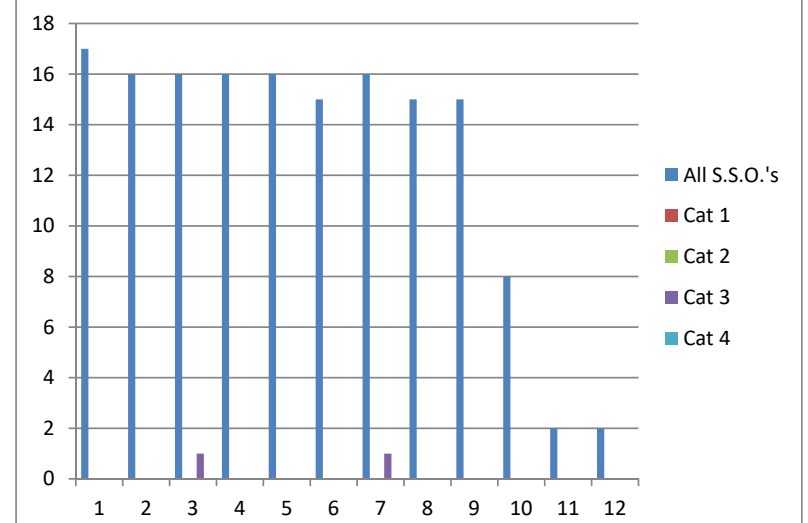
Month	HMB	GCSO	MWSD	Total Feet	Total Miles
Mar - 23	12,243	9,395	10,140	31,778	6.0
Apr - 23	10,883	12,375	8,290	31,548	6.0
May - 23	12,239	11,619	5,356	29,214	5.5
June - 23	11,096	10,472	5,375	26,943	5.1
July - 23	9,325	10,286	4,744	24,355	4.6
Aug - 23	22,726	8,469	9,951	41,146	7.8
Sep - 23	13,355	14,640	5,960	33,955	6.4
Oct - 23	16,290	9,765	10,161	36,216	6.9
Nov - 23	10,835	9,620	10,746	31,201	5.9
Dec - 23	5,717	10,633	8,268	24,618	4.7
Jan - 24	4,029	14,785	12,144	30,958	5.9
Feb - 24	11,024	12,840	7,193	31,057	5.9

Annual ft	139,762	134,899	98,328	372,989	
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Annual Mi.	26.5	25.5	18.6		70.6
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Attachment C

## 12 Month Moving SSO Totals Through February 2024



# Attachment A

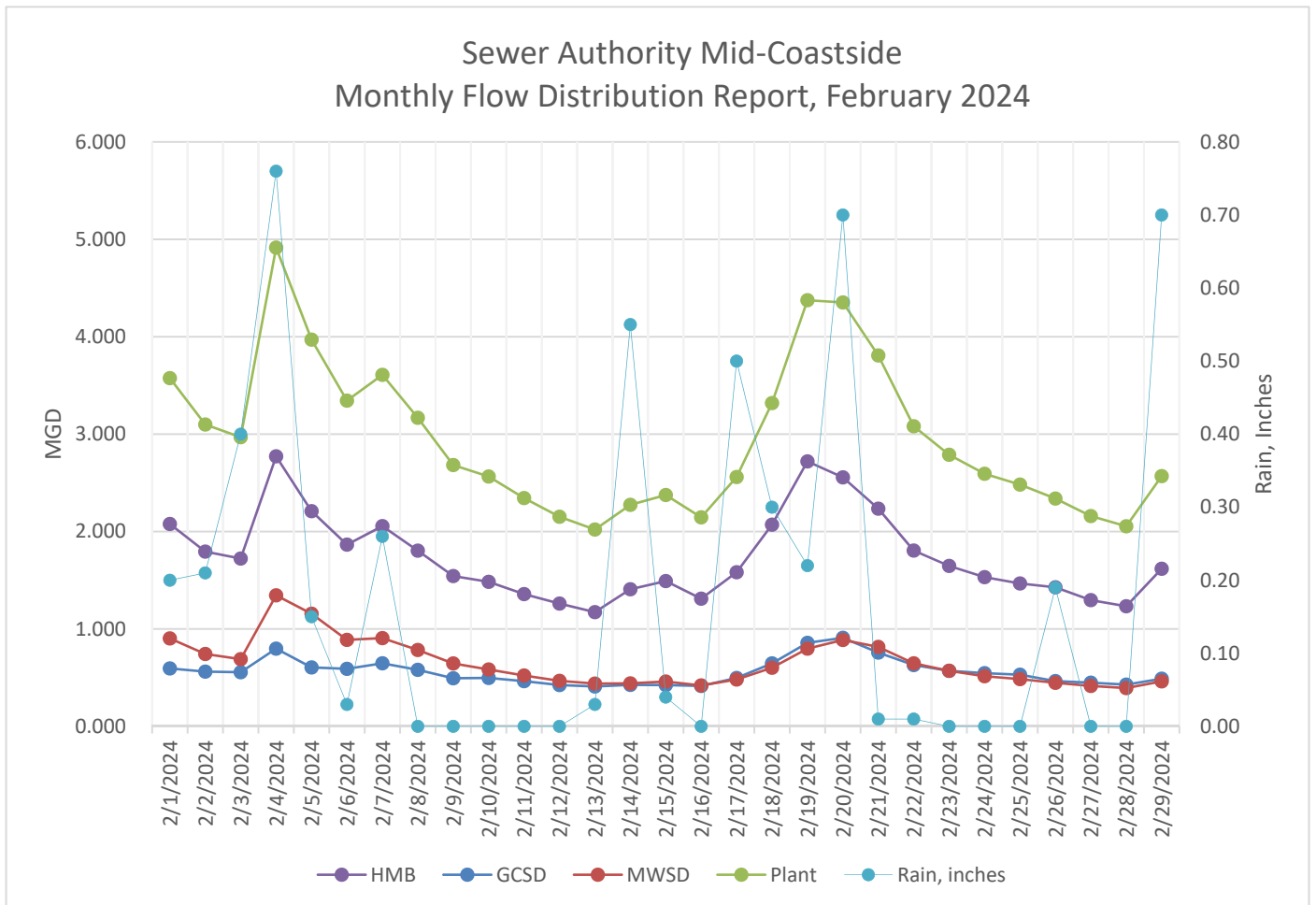
## Flow Distribution Report Summary for February 2024

The daily flow report figures for the month of February 2024 have been converted to an Average

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

The summary of the ADF information is as follows:

	<u>MGD</u>	<u>%</u>
The City of Half Moon Bay	1.742	58.96%
Granada Community Services District	0.561	18.97%
Montara Water and Sanitary District	<u>0.652</u>	<u>22.07%</u>
Total	2.955	100.0%



# Sewer Authority Mid-Coastside

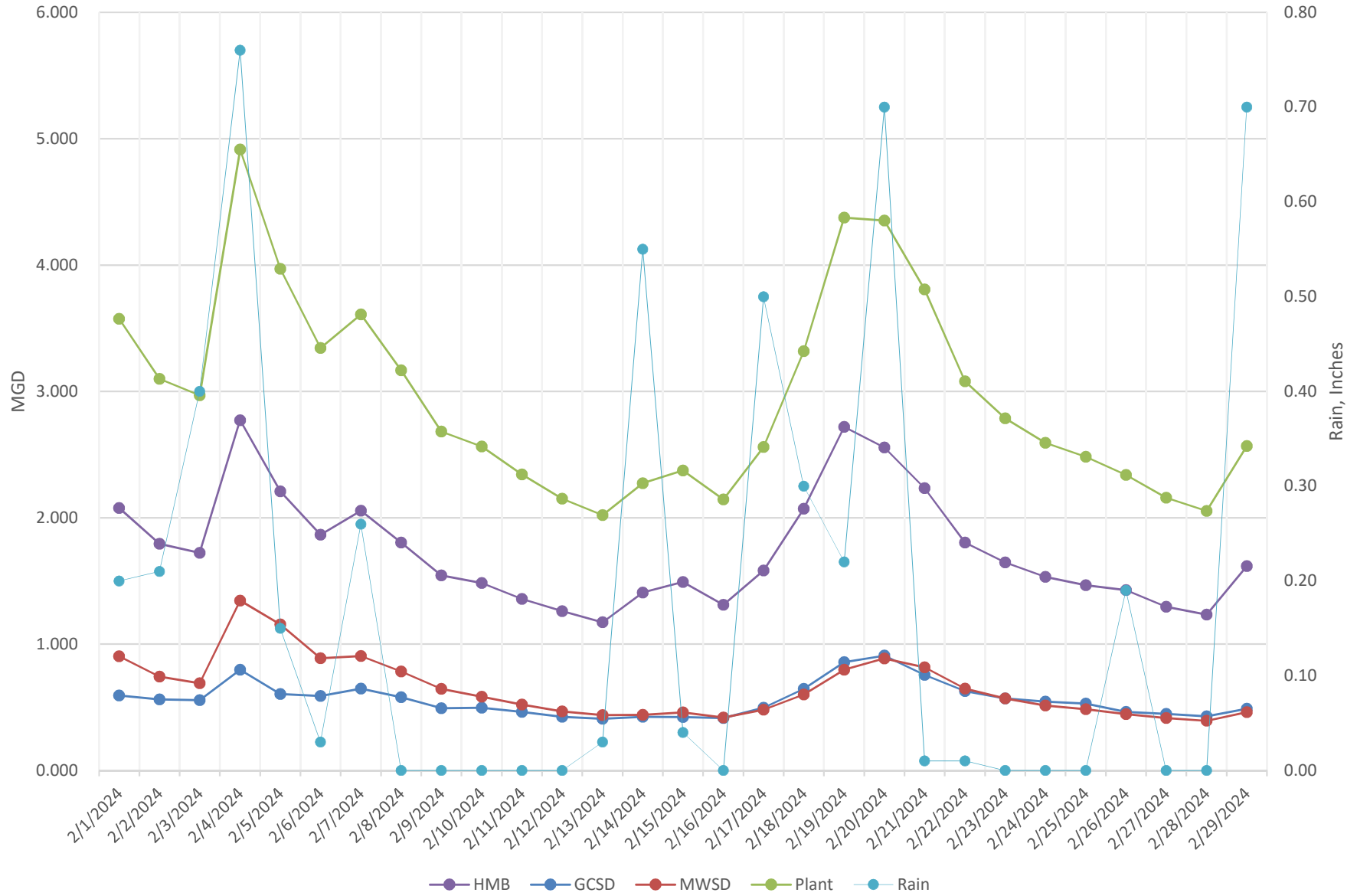
## Monthly Flow Distribution Report for February 2024

<u>Date</u>	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>	<u>Rain Plant</u>	<u>Rain Portola</u>	<u>Rain Montara</u>
2/1/2024	2.078	0.594	0.903	3.575	0.20	0.27	0.39
2/2/2024	1.794	0.562	0.743	3.099	0.21	0.23	0.20
2/3/2024	1.723	0.556	0.690	2.969	0.40	0.40	0.42
2/4/2024	2.772	0.798	1.345	4.915	0.76	0.75	0.72
2/5/2024	2.209	0.605	1.156	3.970	0.15	0.18	0.29
2/6/2024	1.866	0.590	0.888	3.344	0.03	0.00	0.00
2/7/2024	2.056	0.647	0.906	3.609	0.26	0.50	0.52
2/8/2024	1.804	0.580	0.784	3.168	0.00	0.00	0.00
2/9/2024	1.543	0.494	0.646	2.683	0.00	0.00	0.00
2/10/2024	1.484	0.497	0.584	2.565	0.00	0.00	0.00
2/11/2024	1.358	0.464	0.522	2.344	0.00	0.00	0.00
2/12/2024	1.261	0.424	0.467	2.152	0.00	0.00	0.00
2/13/2024	1.173	0.409	0.439	2.021	0.03	0.03	0.03
2/14/2024	1.407	0.426	0.441	2.274	0.55	0.35	0.19
2/15/2024	1.492	0.423	0.460	2.375	0.04	0.00	0.03
2/16/2024	1.311	0.415	0.420	2.146	0.00	0.00	0.00
2/17/2024	1.582	0.497	0.481	2.560	0.50	0.45	0.34
2/18/2024	2.071	0.646	0.602	3.319	0.30	0.40	0.56
2/19/2024	2.720	0.857	0.798	4.375	0.22	0.22	0.22
2/20/2024	2.556	0.909	0.887	4.352	0.70	0.73	0.63
2/21/2024	2.235	0.757	0.816	3.808	0.01	0.01	0.01
2/22/2024	1.805	0.629	0.647	3.081	0.01	0.00	0.00
2/23/2024	1.647	0.571	0.570	2.788	0.00	0.00	0.00
2/24/2024	1.532	0.546	0.515	2.593	0.00	0.00	0.00
2/25/2024	1.467	0.530	0.485	2.482	0.00	0.00	0.00
2/26/2024	1.428	0.464	0.447	2.339	0.19	0.16	0.07
2/27/2024	1.296	0.448	0.415	2.159	0.00	0.00	0.00
2/28/2024	1.233	0.428	0.393	2.054	0.00	0.00	0.00
2/29/2024	1.618	0.489	0.462	2.569	0.70	0.71	0.42
<b>Totals</b>	<b>50.518</b>	<b>16.258</b>	<b>18.912</b>	<b>85.688</b>	<b>5.26</b>	<b>5.39</b>	<b>5.04</b>

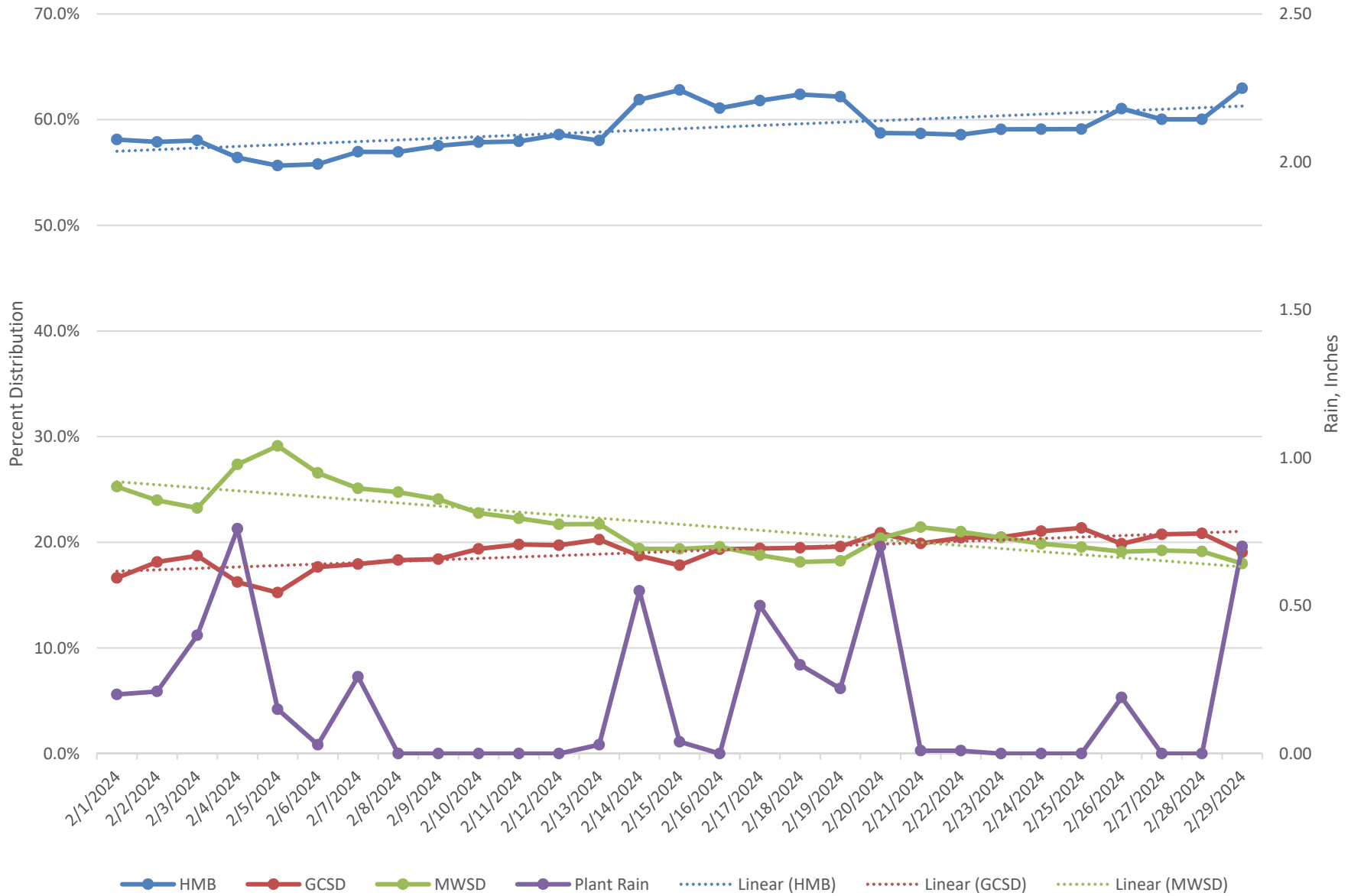
### Summary

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	1.173	0.409	0.393	2.021
<b>Average</b>	<b>1.742</b>	<b>0.561</b>	<b>0.652</b>	<b>2.955</b>
Maximum	2.772	0.909	1.345	4.915
<b>Distribution</b>	<b>58.96%</b>	<b>18.97%</b>	<b>22.07%</b>	<b>100.0%</b>

## Sewer Authority Mid-Coastside Monthly Flow Distribution Report, February 2024

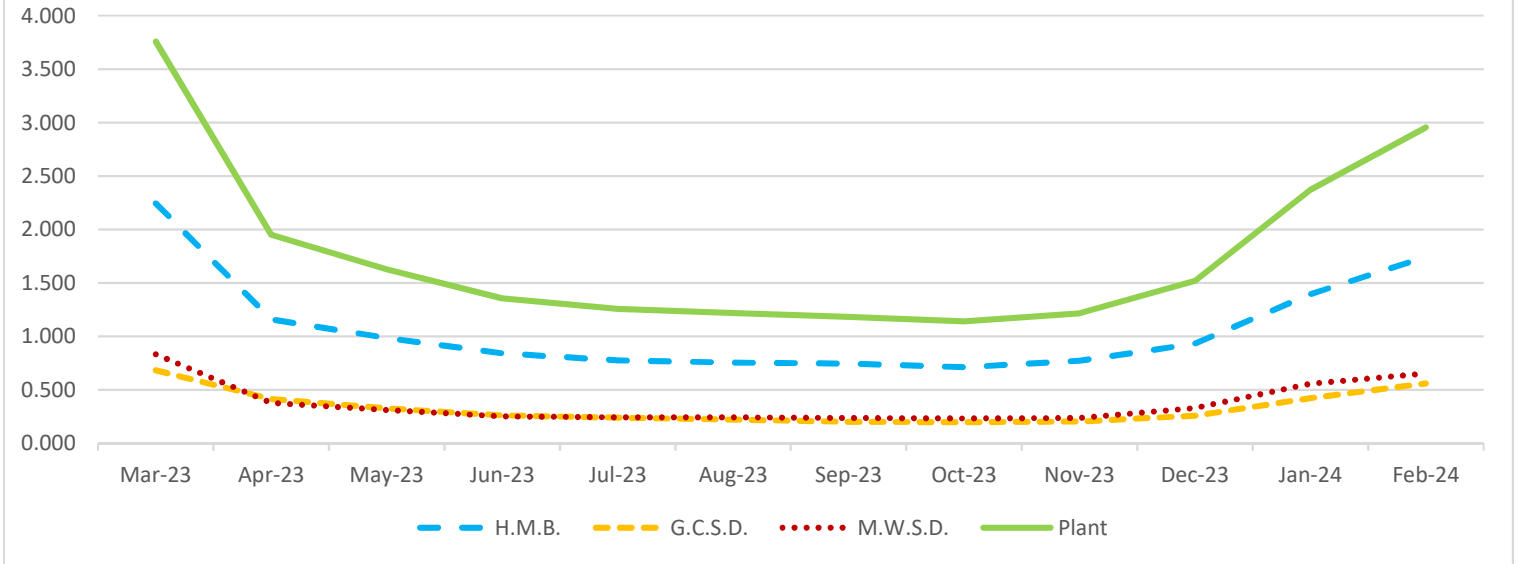


### Percent Distribution February 2024

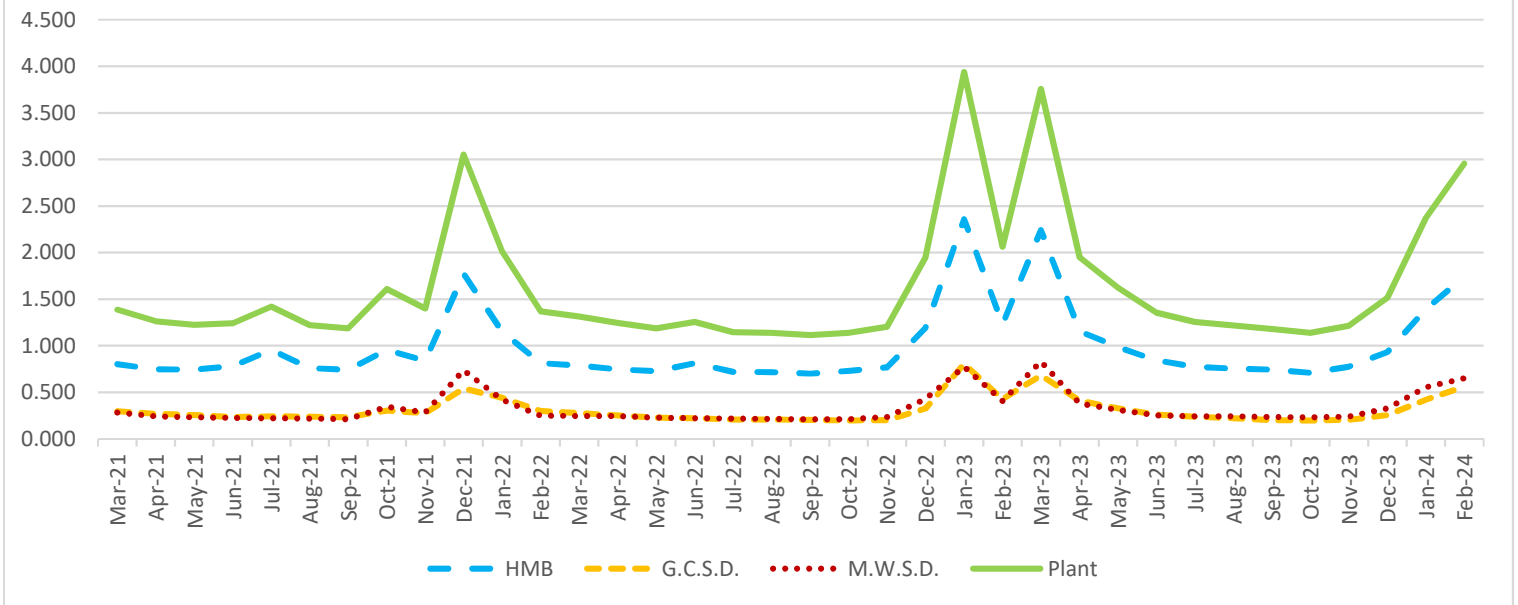


Most recent flow calibration January 2024 PS, January 2024 Plant inf

One Year Flow Chart  
March 2023 - February 2024

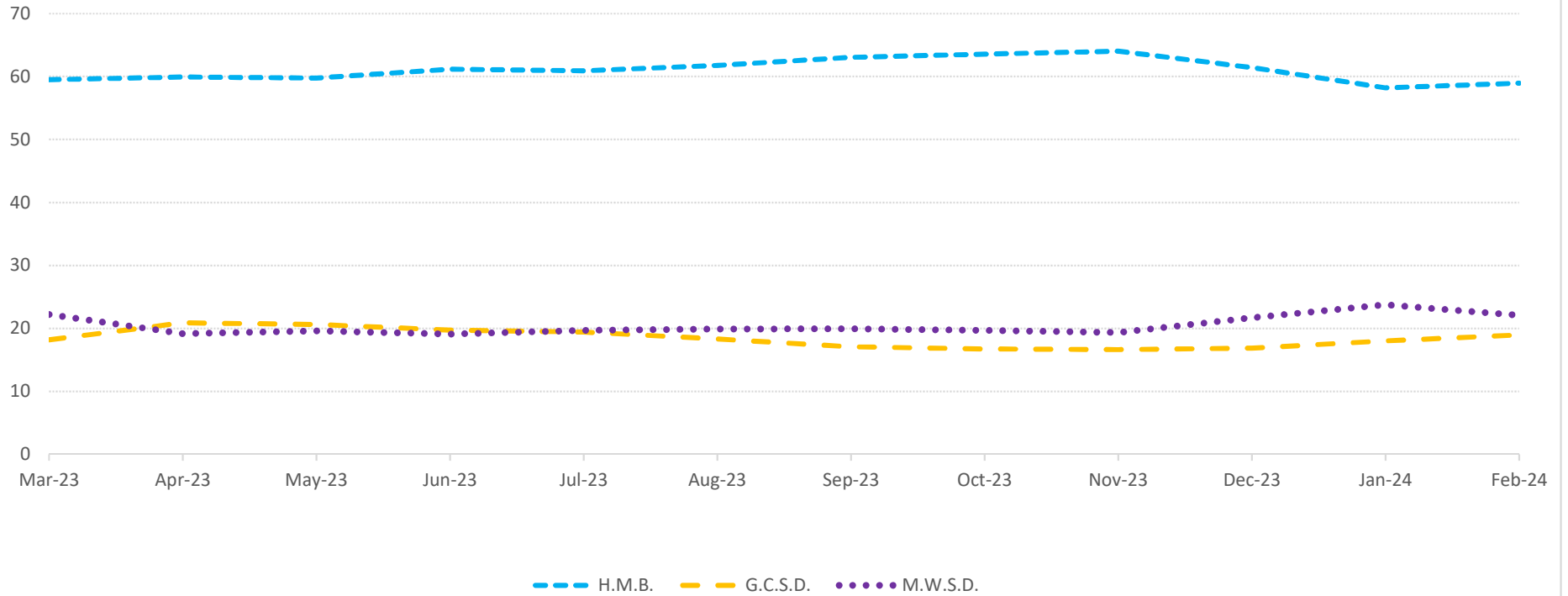


Three year flow chart  
March 2021 - February 2024



# Flow based percent distribution based for past year

1 year Distribution by %  
March 2023 - February 2024






# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: April 4, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

## **SUBJECT: Review of Current Investment Portfolio**

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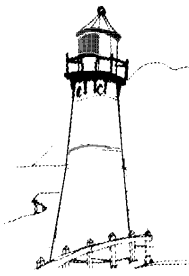
The District's Investment Policy and Guidelines requires that the Board review the status of the current investment portfolio. The following summarizes the status of these accounts:

- The District has most of its idle sewer funds deposited in the State of California's Local Agency Investment Fund (LAIF). The Monthly Average interest rate for February 2024 was 4.122%.
- The District has most of its idle water funds deposited in the California Asset Management Program (CAMP). The current 7 day yield for 3/27/24 was 5.48%.
- 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: **April 4, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

**SUBJECT: Connection Permit Applications Received**

As of April 4, 2024 the following new **Sewer Connection Permit** application was received since the last report:

Date of Application	Property Owner	Site Address	Home Size

As of April 4, 2024 the following new **Water (Private Fire Sprinkler) Connection Permit** application was received since the last report:

Date of Application	Property Owner	Site Address	Home Size

As of April 4, 2024 the following new **Water Connection Permit** application was received since the last report:

Date of App.	Property Owner	Site Address	Home Size	Type of Connection

**RECOMMENDATION:**


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



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of April 4th, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Monthly Water Production Report**

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

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

## RECOMMENDATION:

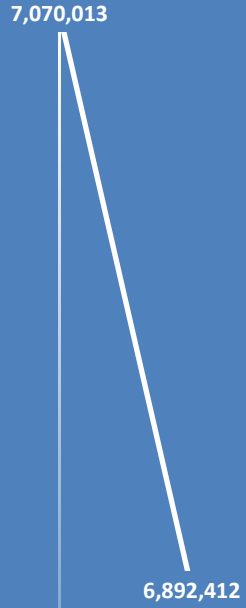
No action is required. These reports are provided for the Board's information only.

Attachments: 2



# TOTAL PRODUCTION 2024 (GALLONS)

GALLONS



	January	February	March	April	May	June	July	August	September	October	November	December
Total Production (Gallons)	7,070,013	6,892,412										

MONTH



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting of April 4th, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Rain Report**

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

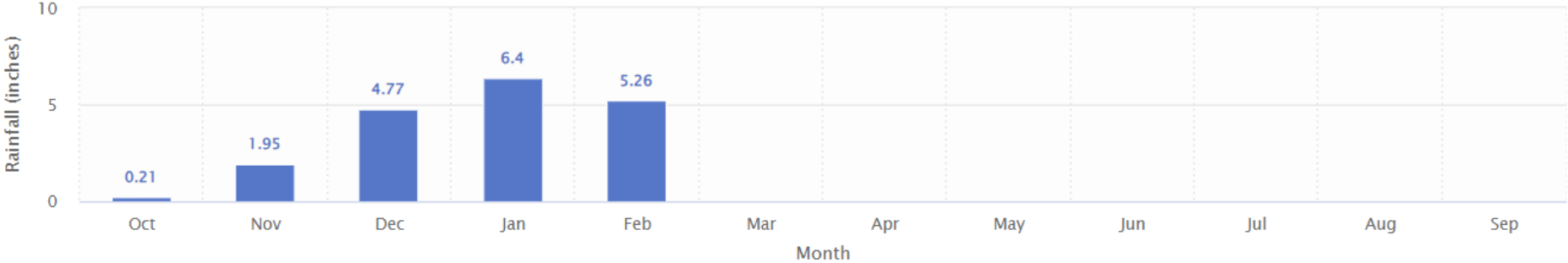
## RECOMMENDATION:

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

Attachments: 2

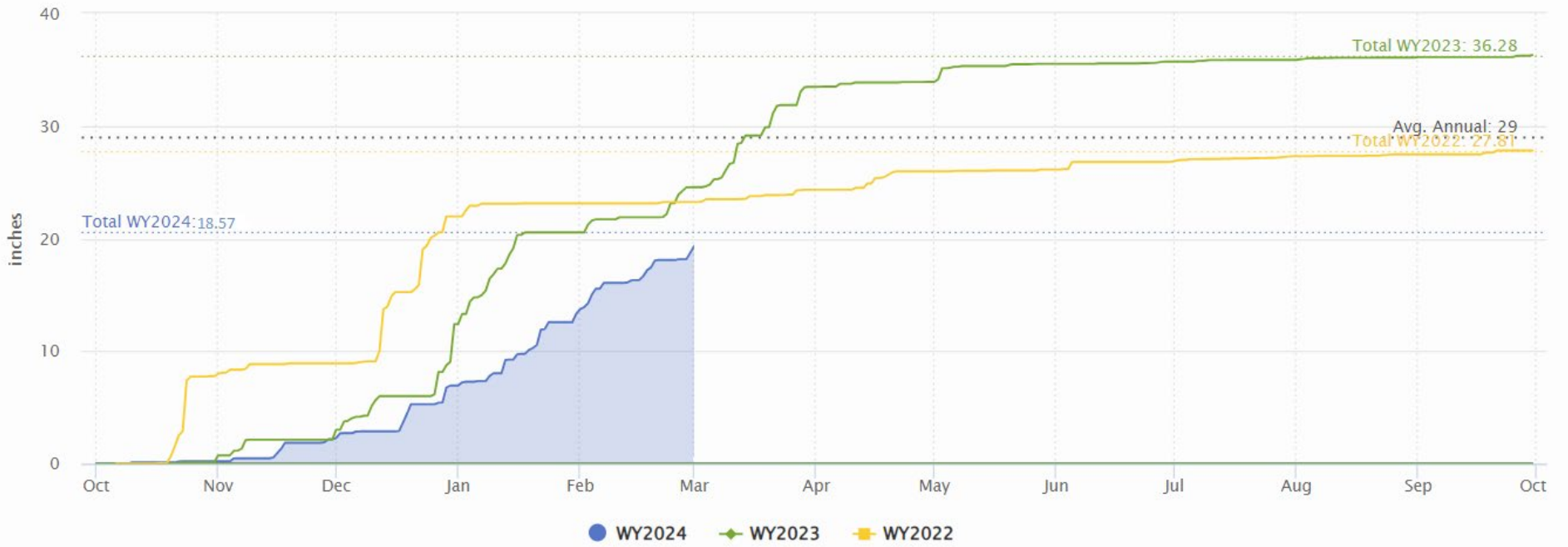
# Monthly Cumulative Rainfall

Monthly Rainfall for Current Water Year



# Annual Cumulative Rainfall

Cumulative Rainfall by Water Year





# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: April 4th, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

**SUBJECT: Monthly Solar Energy Report**

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The attached chart summarizes the monthly solar production at the Alta Vista Array. Since the installation of the solar panels the District produced 51,261 kWh and saved 87,143 lbs of CO<sub>2</sub>.

## 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 **April 4, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

**SUBJECT: Monthly Public Agency Retirement  
Service Report for January 2024.**

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The District has received the monthly PARS report for January 2024.

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  
1/1/2024 to 1/31/2024**

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 1/1/2024	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 1/31/2024
<b>Contributions</b>	\$1,524,948.29	\$5,448.95	(\$3,797.43)	\$698.43	\$1,174.04	\$0.00	\$1,524,727.34
<b>TOTAL</b>	<b>\$1,524,948.29</b>	<b>\$5,448.95</b>	<b>(\$3,797.43)</b>	<b>\$698.43</b>	<b>\$1,174.04</b>	<b>\$0.00</b>	<b>\$1,524,727.34</b>

**Investment Selection**

**PARS Capital Appreciation INDEX PLUS**

**Investment Objective**

The primary goal of the Capital Appreciation objective is growth of principal. The major portion of the assets are invested in equity securities and market fluctuations are expected.

**Investment Return**

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
GENERAL	-0.25%	13.02%	9.88%	4.36%	7.95%	-	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.

## January 2024 PARS Statement Detail

PARS beginning Balance as of January 1, 2024                   \$ 1,524,948.29

**Contributions:**

Decmeber 15, 2023 Calculation

Wages paid	<b>18,964.88</b>	
Employer - 7.30%		\$ 1,384.44
Employee - 7.75%		\$ 1,469.78
Contribution subtotal		\$ 2,854.21

Fund Impact - PARS Wages		
Sewer	Water	Total
4,109.60	14,855.28	<b>18,964.88</b>
300.00	1,084.44	<b>1,384.44</b>

December 31, 2023 Calculation

Wages paid	<b>17,240.80</b>	
Employer - 7.30%		\$ 1,258.58
Employee - 7.75%		\$ 1,336.16
Contribution Subtotal		\$ 2,594.74

Fund Impact - PARS Wages		
Sewer	Water	Total
3,736.00	13,504.80	<b>17,240.80</b>
272.73	985.85	<b>1,258.58</b>

Total Contributions thru December                                   \$ 5,448.95

Rounding   \$ -

Earnings/(Losses)   \$ (3,797.43)

Expenses   \$ (698.43)

Distributions   \$ (1,174.04)


PARS Ending Balance as of January 31, 2024                   \$ 1,524,727.34



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 4, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

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

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Every year the Board reviews MWSD's budgets in draft form to provide early input to staff. At this time sewer flows are still being assessed by the consultant and sewer revenue unknown. Water and sewer CIP's are also in need to be refined and added to the process. As soon as the March financial data is available it will be used as baseline for next year's estimates.

Peter Medina is available to present the draft budget.

## RECOMMENDATION:

This item is for Board discussion and direction to staff, as well as referral to the finance committee. The finalized budget draft will be presented for adoption at a subsequent meeting.

Attachments



# Montara Water & Sanitary

## Budgeted Cash Flow - Sewer

### Fiscal year 2024-2025

#### Cash flow summary

#### Operating cash flow

Operating income		FY 2023-24		FY 2024-25	Variance (%)	Variance (\$)
Sewer Service Charges	\$	3,873,231	\$	3,873,231	0.00%	\$ -
Cell Tower Lease	\$	83,000	\$	86,500	4.22%	\$ 3,500
Permits, Fees & Other	\$	18,000	\$	18,000	0.00%	\$ -
Property Tax	\$	300,000	\$	325,000	8.33%	\$ 25,000
Waste Collection Revenues	\$	30,000	\$	32,000	6.67%	\$ 2,000
<b>Total operating income</b>	<b>\$</b>	<b>4,304,231</b>	<b>\$</b>	<b>4,334,731</b>		
<b>Operating expenses</b>						
Personnel	\$	(458,282)	\$	(479,792)	4.69%	\$ (21,510)
Professional Services	\$	(318,250)	\$	(321,588)	1.05%	\$ (3,338)
Facilities & Administration	\$	(88,650)	\$	(92,500)	4.34%	\$ (3,850)
Engineering	\$	(70,000)	\$	(70,000)	0.00%	\$ -
Pumping	\$	(65,000)	\$	(71,450)	9.92%	\$ (6,450)
Sewer Authority Mid-Coastside	\$	(2,276,314)	\$	(2,298,557)	0.98%	\$ (22,243)
All other Accounts	\$	(99,600)	\$	(104,700)	5.12%	\$ (5,100)
<b>Total operating expenses</b>	<b>\$</b>	<b>(3,376,096)</b>	<b>\$</b>	<b>(3,438,587)</b>		
<b>Net Cash Flow Provided by Operations</b>	<b>\$</b>	<b>928,135</b>	<b>\$</b>	<b>896,144</b>		
<b>Investment cash flow</b>						
<b>Investment income</b>						
Interest Revenue	\$	60,000	\$	160,000	166.67%	\$ 100,000
<b>Total investment income</b>	<b>\$</b>	<b>60,000</b>	<b>\$</b>	<b>160,000</b>		
<b>Investment expenses</b>						
Capital Improvement Program	\$	(3,849,285)	\$	(2,551,494)	-33.72%	\$ 1,297,791
Capital Improvement Program - Non Project	\$	(150,000)	\$	(150,000)	0.00%	\$ -
<b>Total investment expenses</b>	<b>\$</b>	<b>(3,999,285)</b>	<b>\$</b>	<b>(2,701,494)</b>		
<b>Net Cash Flow Used by Investments</b>	<b>\$</b>	<b>(3,939,285)</b>	<b>\$</b>	<b>(2,541,494)</b>		
<b>Financing cash flow</b>						
<b>Financing income</b>						
Connection Fees	\$	295,000	\$	415,000	40.68%	\$ 120,000
<b>Total financing income</b>	<b>\$</b>	<b>295,000</b>	<b>\$</b>	<b>415,000</b>		
<b>Financing expenses</b>						
Loan Interest Expense	\$	(25,877)	\$	(22,417)	-13.37%	\$ 3,460
Loan Principal Payment	\$	(113,805)	\$	(118,577)	4.19%	\$ (4,772)
<b>Total financing expenses</b>	<b>\$</b>	<b>(139,682)</b>	<b>\$</b>	<b>(140,994)</b>		
<b>Net Cash Flow Provided by Financing Activities</b>	<b>\$</b>	<b>155,318</b>	<b>\$</b>	<b>274,006</b>		
<b>Overall projected cash flow</b>	<b>\$</b>	<b>(2,855,833)</b>	<b>\$</b>	<b>(1,371,345)</b>		
<b>Transfer from/(to) Sewer Reserves</b>	<b>\$</b>	<b>2,855,833</b>	<b>\$</b>	<b>1,371,345</b>		*
<b>Net cash flow</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>		

\* 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 2023-2024

#### Cash flow summary

#### Operating cash flow

Operating income		FY 2023-2024		FY 2024-25	Variance (%)	Variance (\$)
Water Sales	\$	2,006,000	\$	2,006,000	0.00%	\$ -
Permits, Fees & Other	\$	8,600	\$	8,600	0.00%	\$ -
Property Tax	\$	300,000	\$	325,000	8.33%	\$ 25,000
Backflow Testing & Other	\$	18,000	\$	18,000	0.00%	\$ -
<b>Total operating income</b>	<b>\$</b>	<b>2,332,600</b>	<b>\$</b>	<b>2,357,600</b>		
<b>Operating expenses</b>						
Personnel	\$	(1,121,315)	\$	(1,190,229)	6.15%	\$ (68,914)
Professional Services	\$	(199,250)	\$	(202,388)	1.57%	\$ (3,138)
Facilities & Administration	\$	(128,750)	\$	(146,000)	13.40%	\$ (17,250)
Engineering	\$	(125,000)	\$	(210,000)	68.00%	\$ (85,000)
Pumping	\$	(130,700)	\$	(140,700)	7.65%	\$ (10,000)
Supply	\$	(57,500)	\$	(57,500)	0.00%	\$ -
Collection/Transmission	\$	(250,000)	\$	(370,000)	48.00%	\$ (120,000)
Treatment	\$	(75,000)	\$	(220,000)	193.33%	\$ (145,000)
All Other Accounts	\$	(179,500)	\$	(197,300)	9.92%	\$ (17,800)
<b>Total operating expenses</b>	<b>\$</b>	<b>(2,267,015)</b>	<b>\$</b>	<b>(2,734,117)</b>		
<b>Net Cash Flow Provided by Operations</b>	<b>\$</b>	<b>65,585</b>	<b>\$</b>	<b>(376,517)</b>		

#### Investment cash flow

Investment income		FY 2023-2024		FY 2024-25	Variance (%)	Variance (\$)
Interest Revenue	\$	60,000	\$	200,000	233.33%	\$ 140,000
GO Bonds, Assessment Receipts	\$	1,195,381	\$	1,195,381	0.00%	\$ -
Water System Reliability Charge	\$	1,111,460	\$	1,144,804	3.00%	\$ 33,344
<b>Total investment income</b>	<b>\$</b>	<b>2,366,841</b>	<b>\$</b>	<b>2,540,185</b>		
<b>Investment expenses</b>						
Capital Improvement Program	\$	(3,715,000)	\$	(2,406,500)	-35.22%	\$ 1,308,500
Capital Improvement Program - Non Project	\$	(150,000)	\$	(150,000)	0.00%	\$ -
<b>Total investment expenses</b>	<b>\$</b>	<b>(3,865,000)</b>	<b>\$</b>	<b>(2,556,500)</b>		
<b>Net Cash Flow Used by Investments</b>	<b>\$</b>	<b>(1,498,159)</b>	<b>\$</b>	<b>(16,315)</b>		

#### Financing cash flow

Financing income		FY 2023-2024		FY 2024-25	Variance (%)	Variance (\$)
Connection Fees	\$	240,000	\$	415,000	72.92%	\$ 175,000
<b>Total financing income</b>	<b>\$</b>	<b>240,000</b>	<b>\$</b>	<b>415,000</b>		
<b>Financing expenses</b>						
Long Term Debt - Interest Expense	\$	(122,561)	\$	(103,361)	-15.67%	\$ 19,200
Long Term Debt - Principal Payment	\$	(1,190,085)	\$	(1,209,853)	1.66%	\$ (19,768)
<b>Total financing expenses</b>	<b>\$</b>	<b>(1,312,646)</b>	<b>\$</b>	<b>(1,313,214)</b>		
<b>Net Cash Flow Provided by Financing Activities</b>	<b>\$</b>	<b>(1,072,646)</b>	<b>\$</b>	<b>(898,214)</b>		
<b>Overall projected cash flow</b>	<b>\$</b>	<b>(2,505,220)</b>	<b>\$</b>	<b>(1,291,046)</b>		
<b>Transfer from/(to) Water Reserves</b>	<b>\$</b>	<b>2,505,220</b>	<b>\$</b>	<b>1,291,046</b>	*	
<b>Net cash flow</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>		

\* 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 2023-24 Operations Budget - SEWER ENTERPRISE

Operating Revenue	GL Codes	2020-21			2023-24		Income/Expenditures		Projected as		Proposed Budgeted		Increase/(Decrease)	
		Actual	2021-22 Actual	2022-23 Actual	Budget	as of February 29,	2024	% To date	Projected	% of Budget	amounts 2024-25	from 2023-2024 \$	Increase/(decrease)	%
Cell Tower Lease:	4220	34,032	80,315	79,672	83,000	56,556	68.14%	84,834	102.21%	86,500	3,500	4.22%		
Administrative Fees (New Construction):	4410	4,932	7,397	3,554	4,000	1,244	31.10%	1,866	46.65%	4,000	0	0.00%		
Administrative Fees (Remodel):	4420	548	569	0	1,000	0	0.00%	0	0.00%	1,000	0	0.00%		
Inspection Fees (New Construction):	4430	3,626	6,994	3,363	4,000	1,178	29.45%	1,767	44.18%	4,000	0	0.00%		
Inspection Fees (Remodel):	4440	518			1,000	0	0.00%	0	0.00%	1,000	0	0.00%		
Mainline Extension Fees:	4450		6,000		0		0.00%	0	0.00%	0	0	0.00%		
Remodel Fees:	4460	10,601	18,826	7,133	8,000	5,888	73.60%	8,832	110.40%	8,000	0	0.00%		
Other Fees:	4470	7,500				160	100.00%	240	100.00%		0			
Grants:	4510	136		136		732,292	100.00%	1,098,438	100.00%		0			
Property Tax Receipts:	4610	455,194	516,917	526,690	300,000	408,621	136.21%	550,000	183.33%	325,000	25,000	8.33%		
Sewer Service Charges:	4710	3,429,746	3,582,585	3,806,420	3,883,231	2,246,417	57.85%	3,883,231	100.00%	3,883,231	0	0.00%		
Sewer Service Refunds, Customer:	4720	(42,650)	(8,166)	(4,665)	(10,000)	(22,815)	228.15%	(34,223)	342.23%	(10,000)	0	0.00%		
Waste Collection Revenues:	4760	27,202	26,055	29,253	30,000	19,223	64.08%	28,835	96.12%	32,000	2,000	6.67%		
Other Revenue:	4990	189,253	2,902	2,443		224	100.00%	336	100.00%		0			
<b>Total Operating Revenue:</b>		<b>4,120,638</b>	<b>4,240,394</b>	<b>4,453,999</b>	<b>4,304,231</b>	<b>3,448,988</b>	<b>80.13%</b>	<b>5,624,156</b>	<b>130.67%</b>	<b>4,334,731</b>	<b>30,500</b>	<b>0.74%</b>		
<b>Operating Expenses</b>														
Bank Fees:	5190	8,517	4,811	5,715	6,000	3,821	63.68%	5,732	95.53%	6,000	0	0.00%		
Board Meetings:	5210	4,050	3,856	5,535	4,000	3,714	92.85%	5,571	139.28%	6,000	2,000	66.67%		
Director Fees:	5220	3,525	4,925	6,450	10,000	5,930	59.30%	8,895	88.95%	10,000	0	0.00%		
Election Expenses:	5230	0		7,500	15,000	7,500	50.00%	7,500	50.00%	15,000	0	0.00%		
Conference Attendance:	5250	0	1,918	2,271	10,000	2,027	20.27%	3,041	30.41%	8,000	(2,000)	-33.33%		
Information Systems:	5270	6,875	4,099	6,299	6,000	3,433	57.22%	5,150	85.83%	6,000	0	0.00%		
Fidelity Bond:	5310	438			500	0	0.00%	0	0.00%	500	0	0.00%		
Property & Liability Insurance:	5320	9,851	8,057	8,510	10,000	12,110	121.10%	12,110	121.10%	13,000	3,000	20.00%		
LAFCO Assessment:	5350	5,318	2,708	2,887	3,000		0.00%	2,900	96.67%	3,100	100	4.00%		
General Legal:	5430	59,250	99,681	79,381	200,000	47,523	23.76%	71,285	35.64%	200,000	0	0.00%		
Litigation:	5440	203,505	176,781	113,942		50,501	100.00%	75,752	100.00%		0	#DIV/0!		
Maintenance, Office:	5510	4,096	3,382	14,267	25,000	2,112	8.45%	3,168	12.67%	25,000	0	0.00%		
Memberships:	5530	600	4,408	4,435	5,000	4,500	90.00%	4,500	90.00%	5,200	200	5.00%		
Office Supplies:	5540	4,094	6,692	8,410	8,250	5,066	61.41%	7,599	92.11%	8,500	250	10.00%		
Postage:	5550	463	112	1,284	1,150	1,458	126.78%	2,187	190.17%	2,000	850	212.50%		
Printing & Publishing:	5560	1,397	943	4,294	2,250	2,888	128.36%	4,332	192.53%	4,500	2,250	150.00%		
Accounting:	5610	34,978	38,590	42,908	39,000	26,655	68.35%	39,983	102.52%	40,000	1,000	2.63%		
Audit:	5620	13,150	13,661	16,500	13,500	8,700	64.44%	8,700	64.44%	14,938	1,438	8.72%		
Consulting:	5630	66,299	51,037	54,999	52,250	26,312	50.36%	39,468	75.54%	52,250	0	0.00%		
Data Services:	5640	6,386	9,283	9,853	10,000	10,413	104.13%	10,413	104.13%	10,200	200	2.22%		
Labor & HR Support:	5650	2,562	2,562	2,572	2,500	1,950	78.00%	2,562	102.48%	3,000	500	20.00%		
Payroll Services:	5660	968	1,000	1,192	1,000	907	90.70%	1,361	136.05%	1,200	200	20.00%		
San Mateo County Tax Roll Charges:	5710	119	119	119	2,500	119	4.76%	179	7.14%	2,500	0	0.00%		
Telephone & Internet:	5720	32,546	38,358	46,869	40,000	20,001	50.00%	30,002	75.00%	40,000	0	0.00%		
Mileage Reimbursement:	5730	0	254	173	2,000	504	25.20%	756	37.80%	2,000	0	0.00%		
Reference Materials:	5740	55			200	0	0.00%	0	0.00%	200	0	0.00%		
Other Administrative:	5790	94	(287)	2,560		(3,684)	(3.684)	(5,526)	100.00%		0	#DIV/0!		
CalPERS 457 Deferred Plan:	5810	18,545	21,689	20,579	21,486	17,787	82.79%	26,681	124.18%	22,224	738	3.81%		
Employee Benefits:	5820	55,091	40,493	70,965	52,135	39,658	76.07%	59,487	114.10%	60,916	8,781	20.04%		
Disability Insurance:	5830	1,747	1,769	1,733	2,271	1,232	54.24%	1,848	81.36%	2,051	(220)	-10.76%		
Payroll Taxes:	5840	17,028	17,451	18,494	25,393	13,984	55.07%	20,976	82.61%	26,200	807	3.49%		
PARS:	5850	25,388	18,497	20,840	22,147	11,437	51.64%	17,156	77.46%	22,914	767	4.05%		
Management:	5910	128,011	131,607	114,976	122,617	107,419	87.61%	161,129	131.41%	211,970	89,353	72.31%		
Staff :	5920	131,838	140,442	173,071	205,767	128,315	62.36%	192,473	93.54%	126,919	(78,848)	-45.02%		
Staff Certification:	5930	1,913	2,100	2,100	1,800	1,400	77.78%	2,100	116.67%	1,800	0	0.00%		
Staff Overtime:	5940	3,411	4,813	6,259	1,754	4,757	271.28%	7,136	406.92%	1,795	42	2.97%		
Staff Standby:	5950			43		1,515	100.00%	2,273	100.00%		0	#DIV/0!		
Worker's Compensation Insurance:	5960	2,699	2,585	4,221	2,913	1,498	51.43%	2,247	77.15%	3,004	91	3.40%		
Claims, Property Damage:	6170	976	3,076		10,000		0.00%	10,000	100.00%	10,000	0	0.00%		
Education & Training:	6195		93	42	2,000	0	0.00%	0	0.00%	2,000	0	0.00%		
General Engineering:	6220	24,889	56,067	64,020	70,000	22,718	32.45%	34,077	48.68%	70,000	0	0.00%		
Equipment & Tools, Expensed:	6320			14			0.00%	0	0.00%		0	#DIV/0!		
Alarm Services:	6335	6,688	5,432	6,004	6,000	4,217	70.28%	6,326	105.43%	6,500	500	9.09%		
Landscaping:	6337	4,875	8,525	4,800	6,000	3,000	50.00%	5,400	90.00%	6,000	0	0.00%		





## MWSD — Fiscal Year 2023-24 Operations Budget - SEWER ENTERPRISE

Operating Revenue	GL Codes	2020-21		2021-22 Actual		2022-23 Actual		2023-24 Budget		Income/Expenditures as of February 29, 2024		Projected % of Budget	Proposed Budgeted amounts 2024-25	Increase/(Decrease) from 2023-2024 \$	Increase/(decrease) %	
		Actual						% To date	2024							
Pumping Fuel & Electricity:	6410	45,778		44,443		48,048		50,000		37,984	75.97%	56,976	113.95%	56,450	6,450	14.33%
Pumping Maintenance, Generators:	6420			903		4,644		15,000		4,515	30.10%	6,773	45.15%	15,000	0	#DIV/0!
Pumping Maintenance, General:	6430			8,959							0.00%	0	0.00%	0	0	#DIV/0!
Maintenance, Collection System:	6660			0				10,000			0.00%	0	0.00%	10,000	0	0.00%
Uniforms:	6770			0				200			0.00%	0	0.00%	200	0	0.00%
Fuel:	6810	687		1,297		3,641		2,000		2,309	115.45%	3,464	173.18%	3,500	1,500	150.00%
Truck Equipment, Expensed:	6820	38		209		134		200		314	157.00%	471	235.50%	500	300	187.50%
Truck Repairs:	6830	88		343		1,167		1,000		309	30.90%	464	46.35%	1,000	0	0.00%
Total Other Operations:	6890									1,188	100.00%	1,782	100.00%		0	#DIV/0!
SAM Collections:	6910	281,817		304,309		284,186		294,862		196,575	66.67%	294,863	100.00%	237,175	(57,687)	-20.30%
SAM Operations:	6920	1,584,637		1,532,608		1,694,036		1,806,452		950,415	52.61%	1,425,623	78.92%	1,868,382	61,930	3.59%
SAM Other:	6930									784,097	100.00%	1,176,146	100.00%		0	#DIV/0!
SAM Maintenance, Collection System:	6940							45,000		465	1.03%	698	1.55%	45,000	0	0.00%
SAM Maintenance, Pumping:	6950							130,000		72,994	56.15%	109,491	84.22%	130,000	0	0.00%
SAM NDWSCP:	6960			24,482		5,147				11,105	100.00%	16,658	100.00%	18,000	18,000	#DIV/0!
<b>Total Operations Expense:</b>		<b>2,805,280</b>		<b>2,849,142</b>		<b>2,998,089</b>		<b>3,376,096</b>		<b>2,665,667</b>	<b>78.96%</b>	<b>3,990,326</b>	<b>118.19%</b>	<b>3,438,587</b>	<b>62,491</b>	<b>1.99%</b>
<b>Net Change in position from Operations:</b>		<b>1,315,358</b>		<b>1,391,252</b>		<b>1,455,910</b>		<b>928,135</b>		<b>783,321</b>	<b>84.40%</b>	<b>1,633,830</b>	<b>176.03%</b>	<b>896,144</b>	<b>(31,991)</b>	<b>-3.29%</b>

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3/26/2024



## MWSD — Fiscal Year 2023-24 Non-Operating Budget - SEWER ENTERPRISE

	GL Codes	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	Income/Expenditures as of February 29, 2024	% To date	Projected	Projected as % of Budget	Proposed Budgeted amounts 2024-25	Increase/(Decrease) from 2023-2024 \$	Increase/(decrease) %
<b>Non Operating Revenue</b>												
Connection Fees, Residential New Const:	7110	183,873	242,298	184,288	<b>220,000</b>	133,194	60.54%	199,791	90.81%	210,000	(10,000)	-4.55%
Connection Fees, Residential Remodel:	7120	2,774	53,312	41,559	<b>55,000</b>	39,051	71.00%	58,577	106.50%	60,000	5,000	9.09%
Connection Fee Refunds:	7152			(26,922)	<b>(20,000)</b>	0	0.00%	0	0.00%	(20,000)	0	0.00%
Additional Fixture Units New Const:	7153		22,617	17,165	<b>20,000</b>	33,183	165.92%	49,775	248.87%	50,000	30,000	150.00%
Additional Fixture Units Remodel:	7155		79,005	73,359	<b>20,000</b>	102,777	513.89%	154,166	770.83%	115,000	95,000	475.00%
PFP Pass Thru:	7160		12,869			(32,543)	100.00%	(48,815)	100.00%		0	#DIV/0!
Meter Pass Thru Costs:	7165			(7,963)		(2,858)	100.00%	(4,287)	100.00%		0	#DIV/0!
Mainline Extension Pass Thru:	7170			(6,952)		(268)	100.00%	(402)	100.00%		0	#DIV/0!
Employee loans:	7700						0.00%	0	0.00%		0	#DIV/0!
LAIF, Interest:	7200	38,726	12,872	85,304	<b>60,000</b>	127,729	212.88%	191,594	319.32%	160,000	100,000	166.67%
<b>Total Non Operating Revenue:</b>		<b>225,373</b>	<b>422,973</b>	<b>359,838</b>	<b>355,000</b>	<b>400,265</b>	112.75%	<b>600,398</b>	169.13%	<b>575,000</b>	<b>220,000</b>	94.42%
<b>Non Operating Expense</b>												
PNC Equipment Lease:	9125	11,535	11,970	9,350	<b>7,176</b>	4,703	65.54%	<b>7,176</b>	100.00%	4,761	(2,415)	-33.65%
Capital Assessment, SAM:	9175					0	0.00%		0.00%		0	#DIV/0!
<b>Total Non Operating Expense:</b>		<b>32,798</b>	<b>32,266</b>	<b>28,649</b>	<b>25,878</b>	<b>15,398</b>	59.50%	<b>25,878</b>	100.00%	<b>22,417</b>	<b>(3,461)</b>	-13.37%
<b>Net Change in position from Non Operating activities:</b>		<b>192,575</b>	<b>390,707</b>	<b>331,189</b>	<b>329,122</b>	<b>384,867</b>		<b>574,520</b>		<b>552,583</b>	<b>223,461</b>	

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3/26/2024

**MWSD — Fiscal Year 2023-24 Operations Budget - WATER ENTERPRISE**

Operating Revenue	GL Codes	2020-21	2021-22	2022-23	2023-24 Budget	Income/Expenditures as		Projected	Projected as % of Budget	Proposed Budgeted amounts 2024-25	Increase/(Decrease) from 2023-2024 \$	Increase/(decrease) %
		Actual	Actual	Actual		of February 29, 2024	% To date					
Cell Tower Lease:	4220	33,985	0				0.00%	0	0.00%		0	#DIV/0!
Administrative Fees (New Construction):	4410	6,028	8,535	4,151	4,000	1,244	31.10%	1,866	46.65%	4,000	0	0.00%
Administrative Fees (Remodel):	4420	548	569		600		0.00%	0	0.00%	600	0	0.00%
Inspection Fees (New Construction):	4430	5,698	8,415	3,928	4,000	1,178	29.45%	1,767	44.18%	4,000	0	0.00%
Inspection Fees (Remodel):	4440	518	538		0		0.00%	0	0.00%		0	#DIV/0!
Mainline Extension Fees:	4450	85,905	82,882		0		0.00%	0	0.00%		0	#DIV/0!
Other Fees:	4470	489	186			160	100.00%	240	100.00%		0	#DIV/0!
Grants:	4510	136		136			0.00%	0	0.00%		0	#DIV/0!
Property Tax Receipts:	4610	455,194	516,917	526,690	300,000	408,621	136.21%	612,932	204.31%	325,000	25,000	8.33%
Testing, Backflow:	4740	15,828	25,730	24,366	18,000	18,285	101.58%	18,285	101.58%	18,000	0	0.00%
Water Sales:	4810	1,952,964	1,752,213	1,776,601	2,014,000	1,265,727	62.85%	1,898,591	94.27%	2,014,000	0	0.00%
Water Sales Refunds, Customer:	4850	(2,817)	(3,210)	(5,840)	(8,000)		0.00%	0	0.00%	(8,000)	0	0.00%
Other Revenue:	4990	6,393	3,541	13,380		224	100.00%	336	100.00%		0	#DIV/0!
<b>Total Operating Revenue:</b>		<b>2,560,869</b>	<b>2,396,316</b>	<b>2,343,412</b>	<b>2,332,600</b>	<b>1,695,439</b>	<b>72.69%</b>	<b>2,534,016</b>	<b>108.64%</b>	<b>2,357,600</b>	<b>25,000</b>	<b>1.07%</b>
<b>Operating Expenses</b>												
Bank Fees:	5190	1,777	4,811	5,715	5,500	3,821	69.47%	5,732	104.21%	6,000	500	9.09%
Board Meetings:	5210	4,050	3,856	5,535	4,000	3,714	92.85%	5,571	139.28%	6,000	2,000	50.00%
Director Fees:	5220	3,525	4,925	6,450	10,000	5,930	59.30%	8,895	88.95%	10,000	0	0.00%
Election Expenses:	5230	0		7,500	15,000	7,500	50.00%	11,250	75.00%	15,000	0	0.00%
Bond Issue Cost:	5235	66,381					0.00%	0	0.00%		0	#DIV/0!
CDPH Fees:	5240	12,004	15,707	17,526	18,000	18,669	103.72%	18,669	103.72%	20,000	2,000	11.11%
Conference Attendance:	5250	0	1,918	2,271	15,000	3,523	23.49%	5,285	35.23%	10,000	(5,000)	-33.33%
Information Systems:	5270	6,875	13,989	6,299	6,500	3,433	52.82%	5,150	79.22%	6,500	0	0.00%
Fidelity Bond:	5310	438			500		0.00%	0	0.00%	500	0	0.00%
Property & Liability Insurance:	5320	0	7,987	8,510	10,000	13,816	138.16%	13,816	138.16%	14,000	4,000	40.00%
LAFCO Assessment:	5350	5,872	2,755	3,293	3,000		0.00%	3,500	116.67%	3,700	700	23.33%
General Legal:	5430	116,294	74,809	84,542	75,000	47,503	63.34%	71,255	95.01%	75,000	0	0.00%
Litigation:	5440			1,224		1,472	100.00%	2,208	100.00%		0	#DIV/0!
Maintenance, Office:	5510	10,653	3,524	14,267	25,000	2,607	10.43%	3,911	15.64%	25,000	0	0.00%
Memberships:	5530	24,540	20,318	22,662	25,000	22,790	91.16%	22,175	88.70%	25,000	0	0.00%
Office Supplies:	5540	4,098	6,797	8,471	6,250	5,066	81.06%	7,599	121.58%	8,000	1,750	28.00%
Postage:	5550	13,451	14,890	17,948	14,750	12,359	83.79%	18,539	125.69%	19,000	4,250	28.81%
Printing & Publishing:	5560	1,397	1,488	4,344	5,750	6,389	111.11%	9,584	166.67%	10,000	4,250	73.91%
Accounting:	5610	34,978	38,590	42,908	39,000	26,655	68.35%	39,983	102.52%	40,000	1,000	2.56%
Audit:	5620	13,150	13,661	16,500	13,500	8,700	64.44%	8,700	64.44%	14,938	1,438	10.65%
Consulting:	5630	64,713	52,892	61,910	67,250	26,312	39.13%	39,468	58.69%	67,250	0	0.00%
Data Services:	5640	6,386	10,400	11,190	1,000	1,200	120.00%	900	90.00%	1,000	0	0.00%
Labor & HR Support:	5650	2,562	2,562	2,572	2,500	1,950	78.00%	2,562	102.48%	3,000	500	20.00%
Payroll Services:	5660	968	1,000	1,192	1,000	907	90.70%	1,361	136.05%	1,200	200	20.00%
San Mateo County Tax Roll Charges:	5710	119	119	1,625	2,500	119	4.76%	179	7.14%	2,500	0	0.00%
Telephone & Internet:	5720	40,647	45,606	57,345	50,000	25,636	51.27%	38,454	76.91%	50,000	0	0.00%
Mileage Reimbursement:	5730	75	525	571	2,000	1,261	63.05%	1,892	94.58%	2,000	0	0.00%
Reference Materials:	5740	55			500		0.00%	0	0.00%	500	0	0.00%
Other Administrative:	5790	729	685	2,965		(472)	100.00%	(708)	100.00%		0	#DIV/0!
CalPERS 457 Deferred Plan:	5810	44,923	48,201	48,132	51,461	35,953	69.87%	53,930	104.80%	53,908	2,447	4.75%
Employee Benefits:	5820	120,304	116,781	158,066	155,291	115,595	74.44%	173,393	111.66%	181,241	25,949	16.71%
Disability Insurance:	5830	4,041	4,129	3,806	5,572	2,675	48.01%	4,013	72.01%	5,090	(482)	-8.65%
Payroll Taxes:	5840	47,306	47,682	50,421	59,514	36,670	61.62%	55,005	92.42%	62,188	2,674	4.49%
PARS:	5850	26,477	40,261	43,908	47,101	26,287	55.81%	39,431	83.72%	49,297	2,197	4.66%
Management:	5910	128,011	131,608	114,976	122,617	107,419	87.61%	161,129	131.41%	126,354	3,737	3.05%
Staff :	5920	446,737	451,291	502,837	554,440	362,051	65.30%	543,077	97.95%	580,793	26,353	4.75%
Staff Certification:	5930	11,213	12,125	11,550	11,400	6,650	58.33%	9,975	87.50%	11,400	0	0.00%
Staff Overtime:	5940	48,498	52,669	57,005	60,420	40,216	66.56%	60,324	99.84%	64,107	3,686	6.10%
Staff Standby:	5950	26,514	26,564	27,421	29,086	23,609	81.17%	35,414	121.75%	30,260	1,174	4.04%
Worker's Compensation Insurance:	5960	14,332	13,072	12,794	24,413	7,787	31.90%	11,681	47.85%	25,591	1,178	4.83%
Backflow Prevention:	6160	1,528	1,020	1,030	1,000	706	70.60%	1,059	105.90%	1,100	100	10.00%
Claims, Property Damage:	6170	0		141	10,000	393	3.93%	590	5.90%	10,000	0	0.00%
SCADA Maintenance:	6185	4,816	2,910	8,102	20,000	6,194	30.97%	9,291	46.46%	20,000	0	0.00%
Education & Training:	6195	639	3,428	1,060	5,000	762	15.24%	1,143	22.86%	5,000	0	0.00%



## MWSD — Fiscal Year 2023-24 Operations Budget - WATER ENTERPRISE

Operating Revenue	GL Codes	2020-21	2021-22	2022-23	2023-24 Budget	Income/Expenditures as			Projected	Projected as % of Budget	Proposed Budgeted amounts 2024-25	Increase/(Decrease) from 2023-2024 \$	Increase/(decrease) %
		Actual	Actual	Actual		of February 29, 2024	% To date						
General Engineering:	6220	1,352	6,749	5,118	<b>10,000</b>	1,363	13.63%	2,045	20.45%	10,000	0	0.00%	
Water Quality Engineering:	6230	68,993	70,999	128,505	<b>115,000</b>	126,173	109.72%	189,260	164.57%	200,000	85,000	73.91%	
Equipment & Tools, Expensed:	6320	6,943	12,363	7,642	<b>10,000</b>	6,047	60.47%	9,071	90.71%	10,000	0	0.00%	
Alarm Services:	6335	1,249	1,087	876	<b>2,000</b>	776	38.80%	1,164	58.20%	2,000	0	0.00%	
Landscaping:	6337	13,932	19,989	16,453	<b>15,000</b>	11,542	76.95%	17,313	115.42%	18,000	3,000	20.00%	
Lab Supplies & Equipment:	6370	993	5,357	4,051	<b>4,000</b>	13,566	339.15%	20,349	508.73%	20,000	16,000	400.00%	
Meter Reading:	6380	121	119	357	<b>500</b>	0	0.00%	0	0.00%	500	0	0.00%	
Pumping Fuel & Electricity:	6410	75,172	83,871	91,999	<b>95,000</b>	70,204	73.90%	105,306	110.85%	105,000	10,000	10.53%	
Pumping Maintenance, Generators:	6420	8,014	12,043	19,015	<b>30,000</b>	14,958	49.86%	22,437	74.79%	30,000	0	0.00%	
Pumping Maintenance, General:	6430	751	1,153	308	<b>5,000</b>	(126)	-2.52%	(189)	-3.78%	5,000	0	0.00%	
Pumping Equipment, Expensed:	6440	13	129		<b>700</b>	125	17.86%	188	26.79%	700	0	0.00%	
Maintenance, Raw Water Mains:	6510	37	253	45	<b>2,500</b>	767	30.68%	1,151	46.02%	2,500	0	0.00%	
Maintenance, Wells:	6520	9,193	5,975	17,361	<b>25,000</b>	3,104	12.42%	4,656	18.62%	25,000	0	0.00%	
Water Purchases:	6530	34,355	33,040	26,482	<b>30,000</b>	13,032	43.44%	19,548	65.16%	30,000	0	0.00%	
Hydrants:	6610	10,557	5,690		<b>10,000</b>	0	0.00%	0	0.00%	10,000	0	0.00%	
Maintenance, Water Mains:	6620	43,561	101,071	116,280	<b>170,000</b>	51,471	30.28%	77,207	45.42%	170,000	0	0.00%	
Maintenance, Water Service Lines:	6630	40,898	8,245	29,642	<b>20,000</b>	2,127	10.64%	3,191	15.95%	20,000	0	0.00%	
Maintenance, Tanks:	6640	4,510	438	2,671	<b>5,000</b>	3,536	70.72%	5,304	106.08%	5,000	0	0.00%	
Maintenance, Distribution General:	6650	8,623	22,202	23,364	<b>15,000</b>	3,339	22.26%	5,009	33.39%	15,000	0	0.00%	
Maintenance, Collection System:	6660		724			0	0.00%	0	0.00%		0	#DIV/0!	
Meters:	6670	11,456	21,176	198,547	<b>30,000</b>	120,786	402.62%	181,179	603.93%	150,000	120,000	400.00%	
Chemicals & Filtering:	6710	38,934	43,341	18,126	<b>25,000</b>	19,111	76.44%	28,667	114.67%	30,000	5,000	20.00%	
Maintenance, Treatment Equipment:	6720	5,546	12,226	8,126	<b>15,000</b>	6,061	40.41%	9,092	60.61%	150,000	135,000	900.00%	
Treatment Analysis:	6730	29,278	37,846	30,212	<b>35,000</b>	22,471	64.20%	33,707	96.30%	40,000	5,000	14.29%	
Uniforms:	6770	1,635	1,687	3,080	<b>2,500</b>	2,188	87.52%	3,282	131.28%	3,500	1,000	40.00%	
Fuel:	6810	6,677	8,879	11,601	<b>12,000</b>	6,927	57.73%	10,391	86.59%	12,000	0	0.00%	
Truck Equipment, Expensed:	6820	217	1,186	415	<b>2,000</b>	941	47.05%	1,412	70.58%	2,500	500	25.00%	
Truck Repairs:	6830	498	2,075	3,637	<b>5,000</b>	928	18.56%	1,392	27.84%	5,000	0	0.00%	
Other Operations:	6890		2,492			1,182	100.00%	1,773	100.00%		0	#DIV/0!	
<b>Total Operations Expense:</b>		<b>1,784,584</b>	<b>1,817,984</b>	<b>2,220,497</b>	<b>2,267,015</b>	<b>1,526,426</b>	<b>74.92%</b>	<b>2,259,274</b>	<b>99.66%</b>	<b>2,734,117</b>	<b>467,102</b>	<b>20.60%</b>	
<b>Net Change in position from Operations:</b>		<b>776,285</b>	<b>578,332</b>	<b>122,915</b>	<b>65,585</b>	<b>169,013</b>	<b>92.87%</b>	<b>274,743</b>	<b>418.91%</b>	<b>(376,517)</b>	<b>(442,102)</b>	<b>-674.09%</b>	



**MWSD — Fiscal Year 2023-2024 Non-Operating Budget - WATER ENTERPRISE**

GL Codes	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Budget	Income/Expenditures as of February 29,			Projected as		Proposed		Increase/(Decrease) from 2023-2024 \$	Increase/(decrease) %
					2024	% To date	Projected	% of Budget	Budgeted amounts 2024-25				
<b>Non Operating Revenue</b>													
Connection Fees, Residential New Const:	7110	89,474	255,753	168,218	<b>185,000</b>	138,791	75.02%	208,187	112.53%	220,000	35,000	18.92%	
Connection Fees, Residential Remodel:	7120		13,199			35,657	100.00%	53,486	100.00%	55,000	55,000	#DIV/0!	
Connection Fees, Residential Fire:	7130	155,910	111,063	128,281	<b>55,000</b>	123,959	225.38%	185,939	338.07%	190,000	135,000	245.45%	
Connection Fees, Residential Remodel Fire:	7140	3,823					0.00%	0	0.00%		0	#DIV/0!	
Connection Fee refunds:	7152			(24,892)		6,768	100.00%	10,152	100.00%		0	#DIV/0!	
Additional fixture units Remodel:	7155			16,092			0.00%	0	0.00%		0	#DIV/0!	
Fixture Fee Refunds:	7157					(27,696)	100.00%	(41,544)	100.00%	(50,000)	(50,000)	#DIV/0!	
PFP Pass Thru:	7160		49,955	13,355		(1,541)	100.00%	(2,312)	100.00%		0	#DIV/0!	
Meter Pass Thru Costs:	7165		9,358	1,791		5,732	100.00%	8,598	100.00%		0	#DIV/0!	
Mainline Extension Pass Thru:	7170		22,444	(76,039)			0.00%	0	0.00%		0	#DIV/0!	
CAMP interest income:	7250		1,808	113,063	<b>60,000</b>	127,667	212.78%	191,501	319.17%	200,000	140,000	233.33%	
General Obligation Bonds, Assessment Receipts:	7600	1,195,387	1,015,063	1,012,555	<b>1,195,381</b>	535,951	44.84%	<b>1,195,381</b>	100.00%	1,195,381	0	0.00%	
Water System Reliability:	7650	949,243	1,027,699	1,026,086	<b>1,111,460</b>	644,541	57.99%	<b>1,111,460</b>	100.00%	1,144,804	33,344	3.00%	
<b>Total Non Operating Revenue:</b>		<b>2,393,837</b>	<b>2,506,342</b>	<b>2,378,510</b>	<b>2,606,841</b>	<b>1,589,829</b>	60.99%	<b>2,920,847</b>	112.05%	<b>2,955,185</b>	<b>348,344</b>	13.36%	
<b>Non Operating Expense</b>													
PFP Connection Expenses:	9075			4,000				0					
General Obligation Bonds:	9100	126,949	73,617	63,099		32,139	47.65%	<b>56,977</b>	84.47%	46,384	(21,066)	-31.23%	
PNC Equipment Lease:	9125	13,384	11,451	9,350		4,704	49.82%	<b>7,176</b>	76.01%	4,761	(4,680)	-49.57%	
State Revolving Fund Loan:	9150	69,614	65,810	60,602		28,752	45.98%	<b>58,408</b>	93.41%	52,216	(10,311)	-16.49%	
Water Rebates :	9210	850	700	200		150	5.00%	200	6.67%	3,000	0	0.00%	
<b>Total Non Operating Expense:</b>		<b>210,797</b>	<b>151,578</b>	<b>137,251</b>	<b>0</b>	<b>65,745</b>	46.16%	<b>122,761</b>	86.20%	<b>106,361</b>	<b>(36,058)</b>	-25.32%	
<b>Net Change in position from Non Operating activities:</b>		<b>2,183,040</b>	<b>2,354,764</b>	<b>2,241,259</b>		<b>1,524,084</b>		<b>2,798,086</b>		<b>2,848,824</b>	<b>384,402</b>	18.83%	

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3/26/2024

**SALARY RANGE**  
**MONTARA WATER AND SANITARY DISTRICT**  
**July 1, 2024**

Position	Salary Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
<b>Operations Manager</b>	\$181,422										
	\$145,270	\$145,270	\$148,902	\$152,624	\$156,440	\$160,351	\$164,360	\$168,469	\$172,680	\$176,997	\$181,422
		\$69.84	\$71.59	\$73.38	\$75.21	\$77.09	\$79.02	\$80.99	\$83.02	\$85.09	\$87.22
<b>Superintendent</b>	\$170,024										
	\$136,143	\$136,143	\$139,547	\$143,036	\$146,611	\$150,277	\$154,034	\$157,884	\$161,832	\$165,877	\$170,024
		\$65.45	\$67.09	\$68.77	\$70.49	\$72.25	\$74.05	\$75.91	\$77.80	\$79.75	\$81.74
<b>Senior Operator</b>	\$132,730										
	\$106,280	\$106,280	\$108,937	\$111,661	\$114,452	\$117,314	\$120,247	\$123,253	\$126,334	\$129,492	\$132,730
		\$51.10	\$52.37	\$53.68	\$55.03	\$56.40	\$57.81	\$59.26	\$60.74	\$62.26	\$63.81
<b>Water System Operator</b>	\$103,698										
	\$83,034	\$83,034	\$85,110	\$87,238	\$89,419	\$91,654	\$93,946	\$96,294	\$98,702	\$101,169	\$103,698
		\$39.92	\$40.92	\$41.94	\$42.99	\$44.06	\$45.17	\$46.30	\$47.45	\$48.64	\$49.85
<b>Maintenance Worker I</b>	\$90,034										
	\$72,093	\$72,093	\$73,895	\$75,743	\$77,636	\$79,577	\$81,567	\$83,606	\$85,696	\$87,838	\$90,034
		\$34.66	\$35.53	\$36.41	\$37.33	\$38.26	\$39.21	\$40.20	\$41.20	\$42.23	\$43.29
<b>Account Specialist</b>	\$86,082										
	\$68,928	\$68,928	\$70,651	\$72,417	\$74,228	\$76,084	\$77,986	\$79,935	\$81,934	\$83,982	\$86,082
		\$33.14	\$33.97	\$34.82	\$35.69	\$36.58	\$37.49	\$38.43	\$39.39	\$40.38	\$41.39
<b>District Clerk</b>	\$86,082										
	\$68,928	\$68,928	\$70,651	\$72,417	\$74,228	\$76,084	\$77,986	\$79,935	\$81,934	\$83,982	\$86,082
		\$33.14	\$33.97	\$34.82	\$35.69	\$36.58	\$37.49	\$38.43	\$39.39	\$40.38	\$41.39
<b>District Clerk/Admin. Services Manager</b>	\$123,303										
	\$98,732	\$98,732	\$101,201	\$103,731	\$106,324	\$108,982	\$111,707	\$114,499	\$117,362	\$120,296	\$123,303
		\$47.47	\$48.65	\$49.87	\$51.12	\$52.40	\$53.71	\$55.05	\$56.42	\$57.83	\$59.28

**2.5 % step increases**

	Increase 1.11%	1-Jul-20	Increase 3.81%	1-Jul-21	Increase 5.00%	1-Jul-22	Increase 4.19%	1-Jul-23	Increase 2.37%	1-Jul-24
Operations Manager	1.011	\$122,771	1.0381	\$127,448	1.05	\$133,821	1.0419	\$139,428	1.0419	\$145,270
Superintendent	1.011	\$115,058	1.0381	\$119,441	1.05	\$125,413	1.0419	\$130,668	1.0419	\$136,143
Senior Operator	-	-	-	93,242	1	97,904	1.04	102,006	1.0419	\$106,280
Water System Operator	1.011	\$70,174	1.0381	\$72,848	1.05	\$76,490	1.0419	\$79,695	1.0419	\$83,034
Maintenance Worker	1.011	\$60,927	1.0381	\$63,249	1.05	\$66,411	1.0419	\$69,194	1.0419	\$72,093
Account Specialist	1.011	\$58,252	1.0381	\$60,472	1.05	\$63,496	1.0419	\$66,156	1.0419	\$68,928
District Clerk	1.011	\$58,252	1.0381	\$60,472	1.05	\$63,496	1.0419	\$66,156	1.0419	\$68,928
District Clerk/Admin. Services Manager						\$90,951	1.0419	\$94,762	1.0419	\$98,732

**Operator in Training**      \$19 per hour  
**Temporary Worker**        \$19 per hour

Payroll	Water	Overtime	Doubletime	On Call	Cert Pay	Total	Health	Disability	WC	CalPERS	PARS	Medicare	SS	F/Y Total Water
										7%	7.30%	1.45%	6.20%	
GM	\$ 126,354.29					\$ 126,354.29	\$ 17,628.93	\$ 816.25	\$ 1,187.73	\$ 8,844.80	\$ 9,223.86	\$ 1,832.14	\$ 7,833.97	\$ 173,721.97
Superintendent	\$ 85,615.45	\$ 1,365.18	\$ 429.91		\$ 1,800.00	\$ 89,210.54	\$ 17,962.85	\$ 576.30	\$ 3,621.95	\$ 6,244.74	\$ 6,249.93	\$ 1,293.55	\$ 5,531.05	\$ 130,690.90
Account Specialist	\$ 80,502.77					\$ 80,502.77	\$ 35,257.87	\$ 520.05	\$ 619.87	\$ 5,635.19	\$ 5,876.70	\$ 1,167.29	\$ 4,991.17	\$ 134,570.92
Senior Operator	\$ 112,452.68	\$ 10,717.00	\$ 8,198.05	\$ 6,056.48	\$ 2,400.00	\$ 139,824.20	\$ 12,865.05	\$ 903.26	\$ 5,676.86	\$ 9,787.69	\$ 8,209.05	\$ 2,027.45	\$ 8,669.10	\$ 187,962.67
Water Operator	\$ 94,611.56	\$ 7,984.37	\$ 5,539.22	\$ 4,655.37	\$ 2,400.00	\$ 115,190.52	\$ 27,010.47	\$ 744.13	\$ 4,676.74	\$ 8,063.34	\$ 6,906.64	\$ 1,670.26	\$ 7,141.81	\$ 171,403.91
Water Operator	\$ 90,053.43	\$ 6,696.28	\$ 7,908.54	\$ 4,738.20	\$ 2,400.00	\$ 111,796.45	\$ 35,257.87	\$ 722.21	\$ 4,538.94	\$ 7,825.75	\$ 6,573.90	\$ 1,621.05	\$ 6,931.38	\$ 175,267.54
Water Operator	\$ 85,713.56	\$ 6,675.77	\$ 7,986.20	\$ 4,453.48	\$ 2,400.00	\$ 107,229.00	\$ 35,257.87	\$ 692.70	\$ 4,353.50	\$ 7,506.03	\$ 6,257.09	\$ 1,554.82	\$ 6,648.20	\$ 169,499.20
Part-Time Operator	\$ 6,843.75	\$ 606.31		\$ 10,356.58		\$ 17,806.64		\$ 115.03	\$ 722.95			\$ 258.20	\$ 1,104.01	\$ 20,006.83
				\$ -										
Part-Time Admin	\$ 25,000.00					\$ 25,000.00			\$ 192.50			\$ 362.50	\$ 1,550.00	\$ 27,105.00
<b>Totals</b>	<b>\$ 707,147.48</b>	<b>\$ 34,044.91</b>	<b>\$ 30,061.91</b>	<b>\$ 30,260.11</b>	<b>\$ 11,400.00</b>	<b>\$ 812,914.41</b>	<b>\$ 181,240.90</b>	<b>\$ 5,089.93</b>	<b>\$ 25,591.03</b>	<b>\$ 53,907.54</b>	<b>\$ 49,297.17</b>	<b>\$ 11,787.26</b>	<b>\$ 50,400.69</b>	<b>\$ 1,190,228.93</b>
Payroll	Sewer	Overtime	Doubletime	On Call	Cert Pay	Total	Health	Disability	WC	CalPERS	PARS	Medicare	SS	F/Y Total Sewer
GM	\$ 126,354.29					\$ 126,354.29	\$ 17,628.93	\$ 816.25	\$ 1,187.73	\$ 8,844.80	\$ 9,223.86	\$ 1,832.14	\$ 7,833.97	\$ 173,721.97
Superintendent	\$ 85,615.45	\$ 1,365.18	\$ 429.91		\$ 1,800.00	\$ 89,210.54	\$ 17,962.85	\$ 576.30	\$ 838.58	\$ 6,244.74	\$ 6,249.93	\$ 1,293.55	\$ 5,531.05	\$ 127,907.53
District Clerk	\$ 101,918.83					\$ 101,918.83	\$ 25,324.57	\$ 658.40	\$ 784.77	\$ 7,134.32	\$ 7,440.07	\$ 1,477.82	\$ 6,318.97	\$ 151,057.75
Part-Time Admin	\$ 25,000.00					\$ 25,000.00			\$ 192.50			\$ 362.50	\$ 1,550.00	\$ 27,105.00
<b>Totals</b>	<b>\$ 338,888.57</b>	<b>\$ 1,365.18</b>	<b>\$ 429.91</b>	<b>\$ -</b>	<b>\$ 1,800.00</b>	<b>\$ 342,483.66</b>	<b>\$ 60,916.35</b>	<b>\$ 2,050.94</b>	<b>\$ 3,003.58</b>	<b>\$ 22,223.86</b>	<b>\$ 22,913.87</b>	<b>\$ 4,966.01</b>	<b>\$ 21,233.99</b>	<b>\$ 479,792.26</b>

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 3/26/2024

PROJECT	FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28
<b>MWSD CAPITAL PROJECTS</b>					
Mechanical System Repairs & Replacements	\$ 15,000	\$ 135,250	\$ 75,000	\$ 374,875	\$ 728,000
Inflow & Infiltration Testing / Televising	\$ 25,000	\$ 12,500	\$ 30,000	\$ 25,000	\$ 30,000
Seal Cove Area Repair and Maint. Project	\$ 75,000	\$ 5,000	\$ 15,000	\$ 50,000	\$ 30,000
Replace Pump Station Pumps	\$ 30,000	\$ 21,000	\$ 5,000	\$ 40,000	\$ 40,000
Replace Medium High Priority Sewer Mains	\$ 1,176,025	\$ 1,560,000	\$ 1,901,625	\$ 2,240,000	\$ 1,367,000
Spot Repairs Program	\$ 20,000	\$ 20,000	\$ 25,000	\$ 25,000	\$ 20,500
Distillery Pump Station repalce/repair	\$ 5,000	\$ 5,000	\$ 15,000	\$ 15,000	\$ 150,000
Pump Station Repairs (ongoing)	\$ 762,750				
Pump Station Communication Upgrades	\$ 12,500	\$ 2,500	\$ 2,500	\$ 3,000	\$ 3,500
<b>MWSD CAPITAL PROJECTS TOTAL:</b>	<b>\$ 2,121,275</b>	<b>\$ 1,761,250</b>	<b>\$ 2,069,125</b>	<b>2,772,875</b>	<b>2,369,000</b>
Alternative Budget Items					
Express Sewer					
Cabrillo Hyw Phase 1B-3b, Phase 4	\$ 1,526,760	\$ 790,244	\$ 1,199,900	\$ 789,750	\$1,944,000
Pump Station MCC and Coatings					\$ 1,210,000
Design Vallemar Sewer Relocation	\$201,250				
Dependant on RCD Grant					
<b>TOTAL ANNUAL COST</b>	<b>3,849,285</b>	<b>2,551,494</b>	<b>3,269,025</b>	<b>3,562,625</b>	<b>5,523,000</b>

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 3/26/2024



**MWSD**  
**Five Year Capital Improvement Program**  
**WATER SYSTEM**

Existing Customer CIP - WATER		FY 23/24	FY 24/25	FY 25/26	FY 26/27	FY 27/28	5-Year CIP Total
<b>Distribution System Renewal and Replacement Program (1)</b>							
<i>Misc. Repair&amp;Replacement</i>		\$ 25,000	\$ 27,500	\$ 30,250	\$ 33,275	\$ 36,603	\$ 152,628
<i>Water Meters</i>		\$ 35,000	\$ 38,500	\$ 42,350	\$ 46,585	\$ 51,244	\$ 213,679
<i>Water Lateral Services</i>		\$ 25,000	\$ 27,500	\$ 30,250	\$ 33,275	\$ 36,603	\$ 152,628
<i>Water Main Replacements</i>			\$ 200,000	\$ 220,000	\$ 242,000	\$ 500,000	\$ 1,162,000
<i>Fire Hydrants Replacements and Addition</i>		\$ 45,000	\$ 49,500	\$ 54,450	\$ 59,895	\$ 65,885	\$ 274,730
<b>Distribution System Renewal and Replacement Program (1) subtotal</b>		\$ 130,000	\$ 343,000	\$ 377,300	\$ 415,030	\$ 690,333	\$ 1,955,663
<b>Water Conservation Program</b>		\$ 10,000	\$ 11,000	\$ 12,100	\$ 13,310	\$ 14,641	\$ 61,051
<b>Storage Tank Rehabilitation Program (2)</b>					\$ 1,000,000	\$ 1,500,000	\$ 2,500,000
<b>Pillar Ridge Water Treatment Plant Rehabilitation</b>		\$ 1,800,000					\$ 1,800,000
<b>Emergency Generator Replacement Program</b>		\$ 60,000	\$ 66,000	\$ 72,600	\$ 79,860	\$ 87,846	\$ 366,306
<b>Vehicle Replacement Fund</b>		\$ 65,000	\$ 71,500	\$ 78,650			\$ 215,150
<b>Staff Retention Program</b>			\$ 100,000	\$ 400,000			\$ 500,000
<b>EXISTING CUSTOMER CIP TOTAL</b>		\$ 2,065,000	\$ 591,500	\$ 940,650	\$ 1,508,200	\$ 2,292,820	\$ 7,398,170
New Customer CIP - WATER		FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27	5-Year CIP Total
<b>Water Main Upgrade Program (1)</b>		\$ 1,000,000	\$ 1,100,000	\$ 1,210,000	\$ 1,331,000	\$ 1,464,100	\$ 6,105,100
<b>Existing Well Upgrade Program (3)</b>		\$ 320,000	\$ 352,000	\$ 387,200	\$ 425,920	\$ 468,512	\$ 1,953,632
<b>New and Upgraded PRV Stations' Program (4)</b>		\$ 250,000	\$ 275,000	\$ 302,500	\$ 332,750	\$ 366,025	\$ 1,526,275
<b>Emergency Generator Upgrade Program</b>		\$ 80,000	\$ 88,000	\$ 96,800	\$ 106,480	\$ 117,128	\$ 488,408
<b>Portola Tank Telemetry Upgrade</b>				\$ 300,000			\$ 300,000
<b>Develop Additional Supply Reliability</b>				\$ 350,000	\$ 1,000,000	\$ 1,000,000	\$ 2,350,000
<b>NEW CUSTOMER CIP TOTAL</b>		\$ 1,650,000	\$ 1,815,000	\$ 2,646,500	\$ 3,196,150	\$ 3,415,765	\$ 12,723,415
<b>Total Annual Capital Cost</b>		\$ 3,715,000	\$ 2,406,500	\$ 3,587,150	\$ 4,704,350	\$ 5,708,585	\$ 20,121,585
Notes:							
(1) 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. The proposed cost split between new and existing customers is 50/50. In the following years of the CIP, these programs include a replacement of a failed main under and along Hwy 1.							
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 the replacement of the Pillar Ridge tanks, urgent repairs needed to the Portola Tank, which are coupled with the project (1) above 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 2024-2025 Budget Debt Service

	Original Issue Amount	Balance June 30, 2024	Additions	Retirements	Balance June 30, 2025	Interest Expense
<b>Sewer</b>						
CIEDB Loan (I Bank)	\$ 1,010,000	\$ 596,289		\$ 34,781	\$ 561,509	\$ 17,656
PNCEF Lease Obligation	\$ 927,222	\$ 199,511		\$ 83,797	\$ 115,715	\$ 4,761
Subtotal - Sewer		<u>\$ 795,801</u>	<u>\$ -</u>	<u>\$ 118,577</u>	<u>\$ 677,223</u>	<u>\$ 22,417</u>
<b>Water</b>						
GO Bonds - 2020 Series	\$ 7,524,000	\$ 4,302,407		\$ 937,161	\$ 3,365,246	\$ 46,384
PNCEF Lease Obligation	\$ 927,222	\$ 199,511		\$ 83,797	\$ 115,715	\$ 4,761
SRF Loan	\$ 4,248,354	\$ 2,333,514		\$ 188,895	\$ 2,144,618	\$ 52,216
Subtotal - Water		<u>6,835,432</u>	<u>-</u>	<u>1,209,853</u>	<u>5,625,579</u>	<u>103,361</u>
Total Debt Service		<u>\$ 7,631,232</u>	<u>\$ -</u>	<u>\$ 1,328,430</u>	<u>\$ 6,302,802</u>	<u>\$ 125,778</u>

PNCEF lease obligation is split evenly between Sewer and Water.

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

### Debt Issuance

GO Bonds - 2020 Series  
CIEDB Loan (I Bank)  
PNCEF Lease Obligation  
SRF Loan

### Payoff Date

August 1, 2028  
October 15, 2026  
August 1, 2038  
July 1, 2035

DRAFT  
3/26/2024

## Sewer

### **Personnel**

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

### **Professional Services**

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

### **Facilities & Administration**

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

### **Engineering**

Meeting Attendance, Engineering:	6210
General Engineering:	6220

## Water

### **Personnel**

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

### **Pumping**

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

### **Sewer Authority Mid-Coastside**

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

### **All other Accounts**

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

### **Supply**

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

### **Collection/Transmission**

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


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



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 4, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Review and Possible Action Concerning Authorization to Design the Vallemar Utility Relocation Project with Grant Funding and Collaboration with San Mateo RCD.**

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Montara Water and Sanitary District's (MWSD) serves approximately 6047 people, with about  $\frac{1}{4}$  of the properties in areas subject to high erosion risks due to the increased weather actions in the coastal environment. About half of the approximately 1950 sewer connections depend either directly full time or part time on the Vallemar sewer pump station, Niagara Pump Station and associated Vallemar sewer system. SAM also shares use of this system for maintenance and storm flow management. Over the last 40 years the District has had to take significant steps, including the building of the Vallemar and Niagara pump stations, to manage and redirect sewer and and has redirected water utilities away from receding costal bluffs and other erosion areas.

MWSD has partnered with the San Mateo Resource Conservation District (RCD) and received a \$813,500.00 grant from the California Coastal Conservancy for costal protection and community safety for the relocation of water and sewer utilizes along Vallemar Steet and related affected areas subject to costal bluff recession, a project Montara has been planning and budgeting for since 2010, requiring a \$271,169.40 MWSD match in funds. The RCD will be the project administrator and environmental lead for the project.

The purpose of this project is to relocate the water and sewer main and pump station along Vallemar off the bluff. The sewer system goals are relocate the sewer main, relocate Niagara sewer pumps to Vallemar Pump Station, provide private homes with a onetime installation of a private sewer ejector systems to homes which need to pump up to Vallemar St., redirect sewer laterals as needed for and connections for and estimated project affected 25 homes, improve interconnectivity, reduced summer power use at Vallemar Pumps Station. The water main, much of it installed in the 1940's, will need to be relocated to make room for the sewer modifications, and the water, pipe, main valves, lateral connections, etc. will be upgraded with a new pressure reducer system suitable to improve fire flow protection between 16<sup>th</sup> st. and Juliana, in collaboration with SRT Consultants. In addition, the San Vicente creek crossings will also be improved.

Total proposed design expenditures for MWSD are expected to be 25% match for the \$555,000 design budget, for a MWSD commitment in the amount of \$138,750 for water and sewer relocation design, improved resiliency and upgraded fire flow.

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



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 4, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

## RECOMMENDATION:

Authorize the General Manager to start design of the Vallemar Utility Relocation Project and to enter into a collaborative design agreement with the San Mateo Resource Conservation District (RCD) for project management and funding re-imbusement, with the MWSD contribution to not to exceed a total of \$271,169.40.

Attachment



March 4, 2024

Kellyx Nelson  
San Mateo Resource Conservation District  
80 Stone Pine Road Suite 100  
Half Moon Bay, CA 94019

RE: Satisfaction of Conditions Precedent  
Grant Agreement #23-116

Dear Kellyx,

This letter confirms that the San Mateo Resource Conservation District has satisfied the “conditions precedent to commencement of project and disbursement” listed in Coastal Conservancy Grant Agreement #23-116 for the Vallemar Sewer Infrastructure Relocation Project. I have received a copy of the San Mateo Resource Conservation District’s board resolution to execute the grant agreement, the insurance certificate, and I have approved the work program (see attached). You may now begin work on the project. Please be advised that I must approve of any contractors you plan to hire in the future under this agreement before they begin work.

Please let me know if you have any questions about this letter. And thank you for your work on this exciting project.

Sincerely,

*Erin Gravley*

Erin Gravley  
Project Manager

*Hilary Hill*

Hilary Hill  
Regional Manager

1515 Clay Street, 10<sup>th</sup> Floor  
Oakland, CA 94612-1401  
510-286-1015

**Certificate Of Completion**

Envelope Id: C27B078F53774635ADB4BA2BF47CA9DA	Status: Completed
Subject: Complete with DocuSign: Notice to Proceed 23-116.pdf #	
Source Envelope:	
Document Pages: 1	Signatures: 2
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Disabled	Erin Gravley
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	11493 Sunset Hills Rd
	Suite 100
	Reston, VA 20190
	Erin.Gravley@scc.ca.gov
	IP Address: 172.85.178.98

**Record Tracking**

Status: Original	Holder: Erin Gravley	Location: DocuSign
3/4/2024 10:29:54 AM	Erin.Gravley@scc.ca.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: State Coastal Conservancy	Location: DocuSign

**Signer Events**

Signer Events	Signature	Timestamp
Erin Gravley	<i>Erin Gravley</i>	Sent: 3/4/2024 10:32:19 AM
erin.gravley@scc.ca.gov		Viewed: 3/4/2024 10:32:24 AM
Project Manager		Signed: 3/4/2024 10:32:28 AM
Security Level: Email, Account Authentication (None)	Signature Adoption: Pre-selected Style	
	Using IP Address: 172.85.178.98	

**Electronic Record and Signature Disclosure:**

Accepted: 6/6/2022 9:45:43 AM  
 ID: 86dcc4b2-61ef-4efa-9f80-d7e424b32eeb

Hilary Hill	<i>Hilary Hill</i>	Sent: 3/4/2024 10:32:29 AM
hilary.hill@scc.ca.gov		Viewed: 3/6/2024 4:08:02 PM
Deputy Manager		Signed: 3/6/2024 4:08:07 PM
State Coastal Conservancy	Signature Adoption: Pre-selected Style	
Security Level: Email, Account Authentication (None)	Using IP Address: 172.85.178.98	

**Electronic Record and Signature Disclosure:**

Accepted: 3/26/2023 8:27:24 PM  
 ID: 9eaacda2-883b-4e48-b73a-160878898536

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp



<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Sent	Hashed/Encrypted	3/4/2024 10:32:19 AM
Certified Delivered	Security Checked	3/6/2024 4:08:02 PM
Signing Complete	Security Checked	3/6/2024 4:08:07 PM
Completed	Security Checked	3/6/2024 4:08:07 PM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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<b>Electronic Record and Signature Disclosure</b>
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## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, State Coastal Conservancy (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

### **How to contact State Coastal Conservancy:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [don.davis@water.ca.gov](mailto:don.davis@water.ca.gov)

### **To advise State Coastal Conservancy of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [don.davis@water.ca.gov](mailto:don.davis@water.ca.gov) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

### **To request paper copies from State Coastal Conservancy**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to [don.davis@water.ca.gov](mailto:don.davis@water.ca.gov) and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

### **To withdraw your consent with State Coastal Conservancy**

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to [don.davis@water.ca.gov](mailto:don.davis@water.ca.gov) and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

### **Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

### **Acknowledging your access and consent to receive and sign documents electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify State Coastal Conservancy as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by State Coastal Conservancy during the course of your relationship with State Coastal Conservancy.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 4, 2024**

TO: BOARD OF DIRECTORS

FROM: Christine C. Fitzgerald, General Counsel

**Subject: Review and Possible Action To Amend Salary Schedule and Approve Adjustment to the Superintendent's Compensation, Effective July 1, 2023**

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As part of the District's efforts to modernize and review its HR practices, the District engaged its labor and employment counsel, Boucher Law, PC, to conduct a comprehensive review. Part of the review included a market survey for the Superintendent classification, which is a critical position in supporting the District's operations.

Based on the survey conducted by Boucher Law, PC, a total of 16 water and sewer agencies were compared to the District. These agencies include: Central Contra Costa Sanitary District, Central Marin Sanitation Agency, Contra Costa Water District, Dublin San Ramon Services District, Granada Community Services District, Las Gallinas Valley Sanitary District, Marin Municipal Water District, Mid-Peninsula Water District, North Marin Water District, Novato Sanitary District, Oro Loma Sanitary District, Ross Valley Sanitary District, Sewer Authority Mid-Coastside, Union Sanitary District, Valley of the Moon Water District and West Bay Sanitary District. The survey results show that the District's highest salary is \$163,188, which is approximately 12% below the average of all comparable agencies (\$194,596) as well as 12% below the mean of all comparable agencies (\$185,827).

As such, at the recommendation of Boucher Law, PC, and with concurrence from the General Manager, it is recommended that the Board consider setting the highest step for the Superintendent's salary at \$173,188, which reflects a \$10,000 annual increase in order to bring the District's salary closer to the comparable agencies' average and median salary. This will ensure that the District's salary level is competitive from a retention standpoint.

**RECOMMENDATION:** Approve the corresponding salary schedule to the Superintendent's compensation, effective July 1, 2023.

Attachments



# MONTARA WATER & SANITARY DISTRICT

Serving the Communities of Montara and Moss Beach

P.O. Box 370131

Tel: (650) 728-3545

8888 Cabrillo Highway

Fax: (650) 728-8556

Montara, CA 94037-0131

E-mail: [mwsd@coastside.net](mailto:mwsd@coastside.net)

Visit Our Web Site: <http://www.mwsd.montara.com>

## SALARY SCHEDULE FOR SUPERINTENDENT

EFFECTIVE: July 1, 2023

Approved at Regular Board Meeting: April 4, 2024

Job Title	Annual
Superintendent	\$138,676 - \$173,188

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
\$138,676	\$142,143	\$145,697	\$149,339	\$153,073	\$156,899	\$160,822	\$164,843	\$168,964	\$173,188
\$66.67	\$68.34	\$70.05	\$71.80	\$73.59	\$75.43	\$77.32	\$79.25	\$81.23	\$83.26



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 4, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

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

Subject: Review and Possible Action To Approve Pay for  
Performance Compensation Plan for the Superintendent  
Classification, Effective July 1, 2024

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As part of the District's efforts to modernize and review its HR practices, the District engaged its labor and employment counsel, Boucher Law, PC, to conduct a comprehensive review. Part of the review included evaluating the District's compensation plan for management staff.

As management staff contributes to the District's strategic plan and exercises a fair amount of autonomy in decision making, a Pay for Performance Compensation Plan recognizes eligible employees for achieving specific, agreed-upon results and for demonstrating participative skills to effectively and efficiently meet District-wide goals and objectives. The Pay for Performance Compensation Plan is to encourage eligible employees to develop and contribute to the maximum of their potential by compensating those employees based on job performance.

In addition, the purposes of the Pay for Performance Compensation Plan are to ensure that, among other things, performance excellence is supported, recognized, and rewarded fairly and objectively; compensation is related to job responsibility and performance of both the employee and the District; uniform application of the rating system and compensation is achieved; results and accomplishments to be achieved are identified; creative and innovative activities are encouraged and recognized; compensation is competitive within the market ; and, an incentive for employees to meet or exceed District goals and objectives is provided.

Accordingly, it is recommended that effective July 1, 2024, the Superintendent classification is eligible to participate in the Pay for Performance Compensation Plan. In order to assist with the evaluation process, performance expectations will be established mutually for key job responsibilities, and documented at the commencement of the evaluation period.

Based on the outcome of the performance period, performance pay adjustments will then be made on an annual basis and are based on the rating determined



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 4, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

through the performance appraisal process. The performance pay will be paid in a lump sum, not to exceed \$5,000 for each rating period. The General Manager shall have final discretion to determine the amount of the performance pay, considering factors such as overall performance, contributions to District, current economic conditions, and payroll budget. To receive the lump sum compensation, the employee must be employed at the time the performance pay adjustment is made.

**RECOMMENDATION:** Approve the corresponding Pay for Performance Compensation Plan for the Superintendent classification, effective July 1, 2024.

Attachments





# Montara Water and Sanitary District

## Pay For Performance Compensation Plan

Effective July 1, 2024

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### **Policy**

The Pay for Performance Plan recognizes eligible employees for achieving specific, agreed-upon results and for demonstrating participative skills to effectively and efficiently meet District-wide goals and objectives. The Pay for Performance Compensation Plan is to encourage eligible employees to develop and contribute to the maximum of their potential by compensating those employees based on job performance.

### **Purpose**

The purposes of the Pay for Performance Compensation Plan are to ensure that:

- Performance excellence is supported, recognized, and rewarded fairly and objectively.
- Compensation is related to job responsibility and performance of both the employee and the District.
- Uniform application of the rating system and compensation is achieved.
- Results and accomplishments to be achieved are identified.
- Skills and behaviors required for successful job performance are maintained and developed.
- Creative and innovative activities are encouraged and recognized.
- Compensation is competitive within the market and is equitable internally.
- The differences between the various levels of performance are recognized on an annual basis.
- An incentive for employees to meet or exceed District goals and objectives is provided.

### **Eligibility**

Effective July 1, 2024, the Superintendent classification is eligible to participate in the Pay for Performance Compensation Plan.

## Definitions

Compensation Year	<b>2024-2025</b>
Evaluation Year	<b>2024-2025</b>

### Ratings

Superior Performance	Employee’s contribution far exceeds expectations by demonstrating the highest level of knowledge, skills, and abilities; developing and/or administering significant projects and programs; and contributing to a work environment in which employees engage in collaborative problem-solving, communicate effectively, and focus on continuous improvement and customer service.
Exceeds Expectations	Employee’s performance exceeds expectations for the job by demonstrating extra effort during the evaluation period and showing significant positive results that have contributed to a work environment where employees engage in collaborative problem-solving, communicate effectively, and focus on continuous improvement and customer service
Meets Expectations	Employee carries out the essential job functions. Performance is acceptable for the length of time the employee has been on the job. Effort has been exerted during the year showing positive results that have contributed to a work environment where employees use a collaborative approach and effective communication skills in all their interactions.
Fails to Meet Expectations	The employee does not meet the basic requirements of the job in one or more areas and improvement is required. Employee may have inconsistent or uneven performance.

## GOALS AND ASSUMPTIONS

The District’s Pay for Performance Policy has the following primary goals:

1. To supplement the District’s existing performance evaluation process by providing sufficient flexibility in its rewards to recognize varying levels of performance through varying levels of compensation for eligible classifications.
2. To maintain the District’s competitive position in the labor market in order to attract and retain the best employees possible.

3. To provide incentives for continuous performance improvements and for sustaining performance improvements.

Underlying these goals are the following assumptions:

- a. Productivity enhancements can best be achieved by improving the relationship between performance and pay.
- b. Unsatisfactory performance or detrimental personal conduct should not be rewarded.
- c. Job expectations should apply equally to employees in the same job class with the same appointment status (trainee, probationary or regular).
- d. Most employees' job growth follows a curve.

## Procedure

**Evaluation Process:** The first key element of the Staff Compensation Plan is the performance evaluation process. The purposes of the performance evaluation process are, on an annual basis, to plan, review, and appraise performance; to evaluate job-related results and behaviors through face-to-face discussions and documentation; and to serve as the basis for base pay adjustments, Pay for Performance, and/or other forms of recognition and reward as part of the employee's regular annual performance evaluation process.

The performance evaluation process consists of three phases:

1. **Performance Planning:** From the onset of the employee's performance evaluation cycle, performance expectations will be established mutually for key job responsibilities. In addition to at least one planning meeting, there will also be written documentation about the above. The General Manager and employee should meet to agree on the following:
  - performance expectations.
  - dates for deliverables.
  - methods to achieve the plan.
  - methods to track performance.
2. **Performance Tracking and Feedback:** The General Manager and employee will be responsible for documenting results and/or visible behaviors that demonstrate that a performance expectation has been met. The General Manager and employee will communicate about the employee's performance on an ongoing basis. In addition, the General Manager may meet with the employee periodically after performance expectations have been established in order to discuss achievements, behaviors, mid-course adjustments, etc.
3. **Performance Evaluation:** On an annual basis, the General Manager and employee will meet to discuss the evaluation and actual results and behaviors as compared to

expectations initially established. As part of the evaluation process, the General Manager may seek and incorporate feedback from those who interact and/or work with the employee, such as from peers, subordinate staff, outside contractors, ratepayers and constituents. They will agree on a plan for any areas needing improvement, and/or areas for future development.

**Performance Pay Adjustment Process:** The second key element of the Staff Compensation Plan is the performance pay adjustment process.

1. **Performance Rating:** Performance pay adjustments are made on an annual basis and are based on the rating determined through the performance evaluation process. The performance pay will be paid in a lump sum, not to exceed \$5,000 for each evaluation period.
2. **Eligibility for Performance Pay:** To receive the lump sum compensation, the employee must be employed at the time the performance pay adjustment is made.

The Rating Process includes the following steps:

- A. The General Manager assesses the employee, indicating at which level the employee is working in all rating categories. An overall rating is then determined.
- B. The General Manager determines the range of compensation available for each level of performance. Factors considered include overall performance, contributions to District, current economic conditions, and payroll budget. The General Manager may divide total compensation into a percent increase or lump sum at his/her discretion.
- C. The General Manager determines the level of Pay for Performance based on each individual's success in meeting the annual performance goals.
- D. The General Manager meets with the employee and discusses the evaluation.
- E. The evaluation form is forwarded to Human Resources, which processes all adjustments to compensation.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 4, 2024**

FROM: Clemens Heldmaier, General Manager

**SUBJECT: General Manager's Report**

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## Operations Report February

### 811 Dig Alerts

- 2-1-04 - 2<sup>nd</sup> St. Irrigation drainage work for street, marked mains and service lines within USA zone.
- 2-2-04 – 990 Ocean Blvd. Pge doing pole anchor replacement, operator marked main and service line within USA zone.
  - 961 Ocean Blvd. Pge doing pole anchor replacement, marked mains and service line within USA zone.
- 2-06-24 – 422 Nevada St. Pge Pole work, no water in USA zone.
  - 833 Stetson St. Pge Pole work. Operator marked mains and service lines within USA zone.
- 2-07-24 – 993 Acacia St. Pge Pole work. No water in USA zone.
- 2-09-24 – 1291 Birch St. Tree root removal / Stump grinding. Operator marked mains and service lines within USA zone.
- 2-14-24 – 854 Tierra Alta St. Solar Power/ Generator work. No water in USA zone.
- 2-15-24 – 945 Cedar St. Demo existing driveway and re pave. Operator went and marked water service line within USA zone.
- 2-16-24 – 431 Farallone Ave. Foundation work for new construction. Operator marked mains and service lines within USA zone.
- 2-18-24 – 920 Aspen. Pge Pole work. No water in USA zone.
- 2-22-24 – 304 12<sup>th</sup> St. Pge Pole work, No water in UZA zone.
- 2-23-24 – 9400 Cabrillo Hwy. Fence/ Gate work install. No water within USA Zone
- 

### Work Orders

- 2-02-24 – 393 3<sup>rd</sup> St. Customer has huge spike in usage and is on leak report, operator took profile and discovered active leak. Advised customer to find where leak is and repair as soon as possible. operator also sent over profile and leak adjustment policy.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 4, 2024**

FROM: Clemens Heldmaier, General Manager

- 1290 Date St. Customer is asking to have operator check meter and see if leak had been repaired. Operator took profile, which indicates leak had been repaired.
- 2-08-24 – 99 Madrone Ave. Customer is concerned about usage and discrepancies on bills/meter reads. Operator switched out old meter for new meter, there was no evidence of a leak.
- 2-09-24 - 2100 Vallemar St. Customer has had multiple leak notices, asked to have profile after large water bill. Operator pulled profile which indicates large leak spanning months. Sent customer leak adjustment information and profile, customer has since repaired leak.
- 2-12-24 – 512 5<sup>th</sup> St. Move in Move out, operator noted current meter read as start for new occupants.
  - 404 6<sup>th</sup> St. Customer had large water leak and requests profile and leak adjustment. Operator pulled profile and sent customer leak adjustment information
  - 511 7<sup>th</sup> St. Move in Move out. Operator noted current meter read as start read for new occupants and verified water service is on.
- 2-13-24 – 624 Farallone Ave. Customer received leak notice and found/repaired leak. Asked for operator to pull profile and verify leak has been completely repaired. Operator showed customer the leak indicator still present at meter, along with active flow. Customer is still identifying other source of leak.
  - 450 Lancaster Blvd. Customer says brown water coming from two new fixtures in newly remodeled home. Operator determined the cause of brown water was from the new fixtures and not from MWSD supply. Advised customer to change fixtures.
- 2-14-25 - 320 2<sup>nd</sup> St. Customer is concerned about high usage and suspects a leak. Profile was pulled and indicates high usage but no constant leak. The customer was emailed the results.
- 2-15-24 – 845 Franklin St. Customer concerned about high bill. The operator pulled the profile and found a small constant leak. Emailed results to customer along with ways to locate and repair leak.
- 2-16-24 – 1372 Birch St. Customer concerned with high bill, asked for profile to be pulled. Operator went to the home and pulled profile, showed no signs of an obvious leak. The customer was emailed the results.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

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## After Hours Call Outs

- 2/2/24 – 4:00pm. 393 3<sup>rd</sup>. Called about potential lead. Operator pulled profile identifying 9 cu/ft/hr leak. Consulted with customer to identify and resolve issue.
  - 10:00pm - Power outage, Operator visited all sites to verify operation of backup power and to re-establish comms at Schoolhouse.
- 2/3/24 – 5:00 pm. Generator refueling.
- 2/4/24 – 5:45 pm. Generator refueling.
- 2/5/24 – 930 pm. Generator refueling.
- 2/6/24 – 5:30pm. Regaining of utility power at Pillar Ridge Treatment Plant. Operator restarted plant and shut valve 36.
- 2/9/24 – 2:00 am. Operator received high turbidity alarm at Alta Vista Treatment Plant, advanced plant into backwash cycle.
- 2/10/24 – 1:00 pm. Operator received high turbidity alarm at Alta Vista Treatment Plant. Tried to adjust polymer dosage, decided to take plant offline until raw water conditions improved.
  - 175 Reef Point Rd – 11:35 pm. Operator called out to assist a customer with potential leak. After dewatering and excavating meter box Operator was able to identify leak was coming from customer side of meter close to box. Water was left shut off.
- 2/13/24 – 6:12 am. Power out at Alta Vista Treatment Plant

## Repairs and Leaks

- 2/22/24 - Broken meter stop at 1372 Birch St. crimp and replace with new meter stop.
- 

## Miscellaneous

- Operation Dead Endpoint Absent Reads.  
O.D.E.A.R.
  - 305 missed reads.
  - 44 missed reads not on missed read report.
  - 5 High Usages
  - 16, 0 reads



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **April 4, 2024**

FROM: Clemens Heldmaier, General Manager

- 10 MIA meters located.

## **Maintenance**

- 66 dead meters replaced.
- Replace media at Alta vista treatment plant. 4 clarifiers and 2 filters.
  - Replacing manway lids for filters outside x2

**Conferences:** The General Manager will attend the ACWA spring conference in Sacramento on May 7-9.

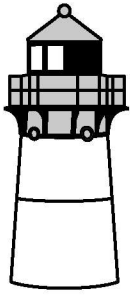
**Newsletter:** The newest April-May edition of the MWSD newsletter is available online and attached to this report.

## RECOMMENDATION:

This is for Board information only.

Attachment





# Montara Water & Sanitary District

## Staying Ahead of our Local Community Needs

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

April - May 2024

News for You: Sewer-Authority Mid-Coastside: What's Flowing In? Flow and Hydraulic Performance Analysis; HMB Delays Montara Force Main

### Sewer-Authority Mid-Coastside: What's Flowing In? Flow and Hydraulic Performance Analysis

With winter weather and flooding in 2023, continued rain and the prospects of climate change, Sewer-Authority Mid-Coastside (SAM) engaged consultant Climate Adaptive Systems to review what's been flowing into our sewer plant in recent years and during notable recent storms.

Data was reviewed from the three member agencies' – MWSD, Granada Community Services District (GCSD), and the City of Half Moon Bay – sewage contributions (flows) into the SAM treatment plant. Ten years (1/1/2014-12/31/2023) of SAM data was reviewed for daily flows, and rain event flows in 2021 and 2022-23.

**The analysis revealed a significant long-term increase in daily sewage flows and rainfall induced inflow and infiltration flows, particularly from the City of Half Moon Bay over the last ten years.** During that same period, there was no noticeable change in daily flows from MWSD and a marginal decrease from GCSD.

Inflow and infiltration (I&I) is caused by rainfall entering sewers. I&I can be from cracked sewer pipes or joints, or stormwater system connections that inappropriately push rainwater into sanitary sewers. Rain in our sewer system multiplies what our sewage plant must treat; sometimes this can overwhelm the plant and spill sewage into the ocean.

The analysis recommends reducing I&I sources, which will reduce overall flows treated at the SAM Plant. This reduction will benefit all of us by reducing operational costs for SAM and the three member agencies.

*Read the full report online in the March 11th SAM Board packet at [samcleanswater.org](http://samcleanswater.org)*

### Half Moon Bay Continues to Put SAM at Risk: Montara Force Main Design Contract Delayed by Half Moon Bay

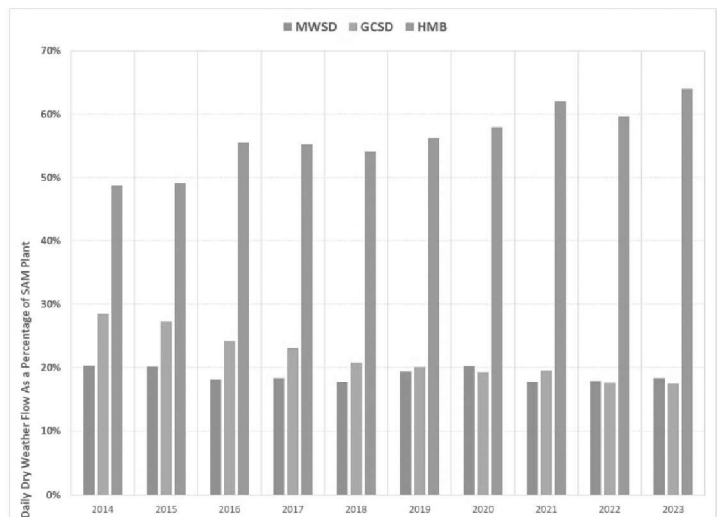
In 2018, SAM, and its member agencies, the City of Half Moon Bay, Granada Community Services District, and MWSD, entered into a binding legal Consent Decree to avoid a Ecological Rights Foundation (ERF) lawsuit aimed at protecting our coastal environment.

That Consent Decree required SAM and its member agencies to complete several system improvements, including replacement of the original Montara Force Main by June 30, 2024.

However, since 2009, and again in March 2024, the City of Half Moon Bay has continuously obstructed SAM system improvements particularly work on the Montara Force Main. On March 11, HMB delayed decision on the design contract necessary for this critical Force Main work.

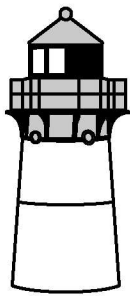
**MWSD is pleased to see this analysis confirm our efforts to keep rainwater out of our MWSD sewers.** If you have a gutter downspout or other source of rainwater at your property, please be sure to direct that water away from our sewers!

Figure 5: Long-term Trend in Daily Dry Weather Flow as a Percentage of SAM Plant



**MWSD is committed to providing safe public access via ZOOM teleconference for our regularly scheduled public meetings.**

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



# Montara Water & Sanitary District

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

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

Abril - mayo de 2024

**Novedades para usted: Autoridad de Alcantarillado de la Costa Media: ¿Qué es lo que fluye al interior? Análisis del caudal y del desempeño hidráulico; HMB retrasa la tubería de impulsión de Montara**

### Autoridad de Alcantarillado de la Costa Media: ¿Qué es lo que fluye al interior? Análisis del caudal y del desempeño hidráulico

Con el clima invernal y las inundaciones de 2023, las continuas lluvias y las perspectivas de cambio climático, la Autoridad de Alcantarillado de la Costa Media (Sewer-Authority Mid-Coastside, SAM) contrató a la consultora Climate Adaptive Systems para revisar lo que ha estado fluyendo a nuestra planta de alcantarillado en los últimos años y durante las recientes tormentas notables.

Se revisaron los datos de las aportaciones (caudales) de aguas residuales de las tres agencias miembro —MWSD, Granada Community Services District (GCSD) y la Ciudad de Half Moon Bay— a la planta de tratamiento de SAM. Se revisaron diez años (de 1/1/2014 a 31/12/2023) de datos de SAM con respecto a caudales diarios y caudales de eventos pluviales en 2021 y 2022-23.

El análisis reveló un aumento significativo a largo plazo de los caudales diarios de aguas residuales y de los caudales de entrada e infiltración inducidos por las precipitaciones, en particular los de la Ciudad de Half Moon Bay en los últimos diez años. Durante ese mismo periodo, no hubo cambios notables en los caudales diarios de MWSD y solo una disminución marginal de GCSD.

El flujo de entrada y la infiltración (I&I) se producen cuando las precipitaciones entran en las alcantarillas. Los flujos I&I pueden deberse a tuberías o juntas de alcantarillado agrietadas, o a conexiones del sistema de aguas pluviales que impulsan inadecuadamente el agua de lluvia hacia el alcantarillado sanitario. La lluvia en nuestro sistema de alcantarillado multiplica lo que nuestra planta depuradora debe tratar; a veces esto puede desbordar la depuradora y verter las aguas residuales al océano.

El análisis recomienda reducir las fuentes de I&I, lo que reducirá los caudales totales tratados en la planta de SAM. Esta reducción nos beneficiará a todos al reducir los

*Lea el informe completo en línea en el paquete de la Junta Directiva de SAM del 11 de marzo en [samcleanswater.org](http://samcleanswater.org)*

### Half Moon Bay sigue poniendo en peligro a SAM: Half Moon Bay retrasa el contrato de diseño de la tubería de impulsión de Montara

En 2018, SAM y sus agencias miembro —la Ciudad de Half Moon Bay, Granada Community Services District y MWSD— firmaron un Decreto de Consentimiento legal vinculante para evitar una demanda de Ecological Rights Foundation (ERF) destinada a proteger nuestro entorno costero.

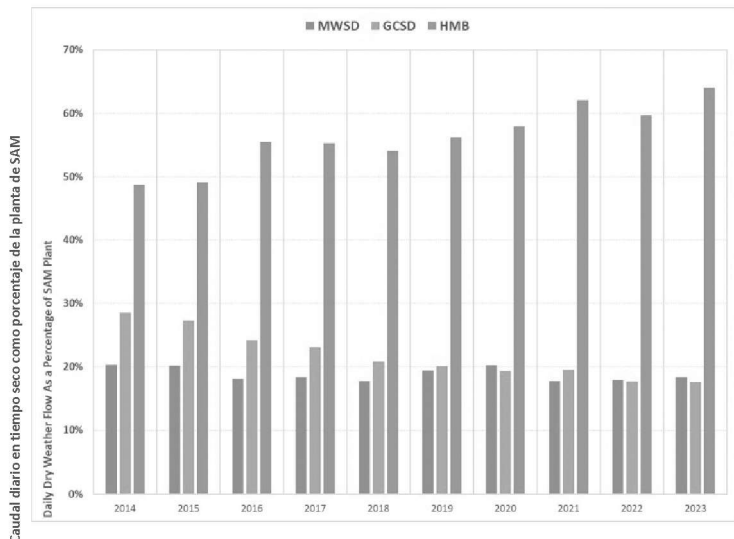
Ese Decreto de Consentimiento exigía a SAM y a sus agencias miembro que llevaran a cabo varias mejoras del sistema, incluido el reemplazo de la tubería de impulsión (presurizada) original de Montara antes del 30 de junio de 2024.

Sin embargo, desde 2009, y de nuevo en marzo de 2024, la Ciudad de Half Moon Bay ha obstaculizado continuamente las mejoras del sistema de SAM, en particular las obras de la tubería de impulsión de Montara. El 11 de marzo, HMB retrasó la decisión sobre el contrato de diseño necesario para estas obras cruciales de la tubería de impulsión.

costos operativos de SAM y las tres agencias miembro.

**MWSD se complace en ver que este análisis confirma nuestros esfuerzos para mantener el agua pluvial fuera de nuestras alcantarillas de MWSD.** Si usted tiene una bajante de canalón u otra fuente de agua de lluvia en su propiedad, ¡asegúrese de desviar esa agua lejos de nuestras alcantarillas!

Figura 5: Tendencia a largo plazo del caudal diario en tiempo seco como porcentaje de la planta de SAM



**MWSD tiene el compromiso de brindar un acceso seguro al público a nuestras reuniones públicas programadas regularmente a través de teleconferencias por ZOOM.**

**Las reuniones de la Junta tienen lugar el 1er y el 3er jueves de cada mes a las 7:30 p.m. en 8888 Cabrillo Highway, Montara. Llame al: (650) 728-3545 Email: [info@mwsd.net](mailto:info@mwsd.net) Visite: [mwsd.montara.org](http://mwsd.montara.org)**