



Montara Water and Sanitary District

Serving the Community of Montara and Moss Beach

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

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

REVISED AGENDA

The Agenda has been revised to allow for Director Slater-Carter's participation by teleconference.

AGENDA

District Board of Directors

8888 Cabrillo Highway
Montara, California 94037

October 3, 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/86392056817?pwd=D78PaDCdO3ObKpdaNfW7ZQ6yPxzCL5.1>

MEETING ID: 863 9205 6817

Password 029727

CALL IN PHONE NUMBER: +1 669 900 9128

INSTRUCTIONS for remote access are available at <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>. You also may view video during the meeting via live stream or after the meeting at <https://videoplayer.telvue.com/player/wuZKb9gwEY7sMACllsr7VSJglB35kNZA/stream/159?fullscreen=true&showtabssearch=false&autostart=false>. If you experience technical difficulties or have technical questions prior to or during the meeting, please contact MWSD's IT support at (650) 728-7843.

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

Public Comment

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

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

CALL TO ORDER

ROLL CALL

PRESIDENT'S STATEMENT

ORAL COMMENTS (Items other than those on the agenda)

PUBLIC HEARING

CONSENT AGENDA

1. [Approve Minutes for Special and Regular Board Meeting September 5, 2024 and Special Personnel Meeting on September 9, 2024.](#)
2. [Approve Financial Statements for August 2024](#)
3. [Approve Warrants for October 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 July 2024](#)

**OLD BUSINESS
NEW BUSINESS**

1. [Review and Possible Action Concerning Review of Recology 2025 Solid Waste Rate Increase](#)
2. [Review and Possible Action Concerning District's Standard Specifications – Water System](#)
3. [Review of 2015 Strategic Plan](#)

REPORTS

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

FUTURE AGENDAS

CONVENE IN CLOSED SESSION

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)

REPORT OF ACTION TAKEN IN CLOSED SESSION, IF ANY

ADJOURNMENT

PARTICIPATION BY TELECONFERENCE

The following Director will participate by teleconference in all or a portion of the meeting of the Board, including Closed Session, from the following locations:

Director Kathryn Slater-Carter – 616 Lakeshore Blvd, Incline Village, NV

Directors participating by teleconference shall post a copy of the Agenda at a location available to the public in the vicinity of the place of their participation. Members of the public will be allowed to participate in open portions of the meeting at the teleconference site(s). All votes taken during a teleconferenced meeting shall be by roll call.

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

SPECIAL AND REGULAR BOARD OF DIRECTORS MEETINGS September 5, 2024

MINUTES

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

SPECIAL MEETING

SPECIAL SESSION began at 7:00pm

CALL TO ORDER

ROLL CALL

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

Directors Absent: None

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

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

PRESIDENT'S STATEMENT – none

ORAL COMMENTS (Items other than those on the agenda) - none

CONVENE IN CLOSED SESSION on 7:03pm

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code §54956.8)

Property: Grant Street, Montara, CA (APN 036-254-050)

Agency Negotiator(s): District General Manager; District General Counsel;

Real Estate Broker Steve Hyman

Negotiating party: Judy Mantel

Under Negotiation: Price and terms of payment

RECONVENE IN OPEN SESSION AND ADJOURN TO CONVENE FOR REGULAR MEETING

REGULAR SESSION began at 7:38 p.m.

CALL TO ORDER

ROLL CALL

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

Directors Absent: None

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

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

PRESIDENT'S STATEMENT -none

ORAL COMMENTS

Director Young said the proposed Hyatt Hotel will be on Half Moon Bay's Planning Commission agenda in October.

General Manager Clemens Heldmaier said they have the drillers out in this area with focus on the airport wells and Grant Street to rehabilitate the existing wells and increase the amount of water that can be taken out. It always fluctuates depending on how fresh the well is. They are trying to prepare for the future and ensure their wells are in proper working order.

PUBLIC HEARING - none

CONSENT AGENDA

- 1. Approve Minutes for Regular Board Meeting August 15, 2024**
- 2. Approve Financial Statements for July 2024**
- 3. Approve Warrants for September 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 June 2024**

Director Young requested an addition to the Minutes (item 1 on Consent Agenda). She requested on item 2 in the August 15, 2024, minutes her inquiry to General Manager Clemens Heldmaier be included in the minutes: Director Young asked if the Workplace Violence Prevention Plan was being adopted because of any issues at the Montara Water and Sanitary District (MWSD) and General Manager Clemens Heldmaier replied no.

Director Dekker stated that the Balance Sheet (item 2 on the Consent Agenda) shows that the Wells Fargo Operating fund has 5 million dollars in it. The California Asset Management Program (CAMP) investment is set up for sewer. Is it not too much in the Operating Fund?

General Manager Clemens Heldmaier says funds were transferred to CAMP after July 31st.

Director Dekker said in reference to item 7 (on the Consent Agenda), he noticed the total gallons extracted was 7.5 million gallons. Is July generally the month when they sell most of water?

General Manager Clemens Heldmaier replied yes; there are fluctuations in water usage between the winter and summer months. However, this year they saw a significant difference between the summer and winter months.

Director Slater-Carter made a motion to approve consent agenda with the correction to the minutes. Director Softy seconded the motion. All were in favor and the motion passed 5-0.

OLD BUSINESS - none

NEW BUSINESS

- 1. Review and Possible Action Concerning Approval of Purchase Contract for Vacant Lot Located on Grant Road, Montara**

General Manager Clemens Heldmaier said the District was contacted by Judy Mantell, the owner of a vacant lot, APN 036-254-050 located at the corner of Grant and Sunshine Valley Road and asked if the District was interested in purchasing the parcel. The property is in the Portola Zone and could be a potential well site. It is fairly close to the other existing wells and could be a substitute should the existing wells become inoperable. The lot size is 0.2 acres or approximately 9,000 square feet. Staff and owner negotiated a purchase price of \$15,000 dollars subject to the negotiated terms of a purchase and sales agreement contingent of an inspection and investigation of the property including title conditions. The District plans to conduct thorough physical site investigations and take soil samples to exclude any potential contamination. The transaction is being handled by local realtor Steve Hyman who will represent both parties. Mr. Hyman is of the opinion the price is fair and reasonable given the current characteristics of the property and its intended use. Staff recommendation is to adopt the Resolution of the Board of Montara and Sanitary District approving the purchase of real property and authorizing the General Manager to execute a purchase and sales agreement and Certificate of Acceptance of Grant Deed.

Director Slater-Carter said she would like to make sure they test for pollution. She is in support of this, as it will provide the redundancy they need.

Gregg Dieguez said a commitment to purchase this land would be a permanent use of funds. In the past, he has expressed concerns about adequate reserves to handle the forthcoming expenses coming out of SAM.

Director Slater-Carter made a motion to adopt the Resolution of the Board of Montara and Sanitary District approving the purchase of real property and authorizing the General Manager to execute a purchase and sales agreement and Certificate of Acceptance of Grant Deed. Director Softky seconded the motion. The motion passes 5-0.

2. Review and Possible Action Concerning Approval of Agreement with RCD For the Vallemar Sewer and Water Relocation Project

General Manager Clemens Heldmaier said they have been reporting on the San Mateo Resources Conservation District (RCD) who was awarded a grant which includes the Vallemar Sewer and Water Relocation Project. Relocating this line has been an on-going concern and this is a first step in resolving this problem. Staff recommendation is to authorize the General Manager to Execute San Mateo Resource Conservation District Professional Services Subaward Agreement with Montara Water and Sanitary District.

District Sewer Engineer Pippin Cavagnaro said this is an exciting project and a step forward for the District. The Board has been concerned about this problem for a long time. High on the cliff of the former Strand there are a number of sewers, some before SAM was created, that served different types of dynamic purposes for

the sewer system as it was developed before. This particular sewer serves about 20-25 homes most of the year. At certain times of the year or during maintenance it can take 40% of the District flow. So, they have a critical situation. This cliff is subject to a landslide or erosion, and they could lose this pipe. It is only 3-5 feet from the cliff in some areas and it is only a matter of time when it will fall. Providing sewer service to these individual homes and providing the redundancy for SAM to do their business adequately to maneuver the sewers back and forth around the District is something they have been trying to solve for a long time. RCD has taken a huge step forward with finding the significant funding for this planning and design. This project will allow them to relocate the sewer system to a safer location and will improve the fire flow by completing and connecting the west side water loop from 16th down to Vallemar. They expect a 3–5-year time frame for the total scope of the project.

Director Dekker said he saw in the documentation that RCD provides a maximum of \$490,922 dollars to MWSD. He doesn't see these numbers reflected in the write-up which says the total sum of \$813,500 dollars is being provided with the District having to contribute \$272,000 dollars. This would mean MWSD is about \$300,000 dollars short of what they are supposed to have, which is the \$813,500 dollars.

District Counsel Christine Fitzgerald said she asked RCD's attorney about that because the grant is for over \$800,000 dollars. For purposes of the planning part of the project, the \$490,000 dollars is part of the grant that will be applied towards this planning phase. The remaining funds will go towards the next phase of construction and be subject to another agreement.

Director Dekker said he sees that planning and design will cost \$1,085,500 dollars. The \$490,000 dollars is towards the \$1,085,500 dollars, which leaves them with \$600,000 dollars to come up with.

District Counsel Christine Fitzgerald said those numbers may be incorrect.

District Sewer Engineer Pippin Cavagnaro said this contract is for MWSD design services to provide plans and specifications. They are teaming with RCD who is doing a significant part of the workload--permits, biological research, historical resources reports, and other requirements to satisfy the aspects of the grant conditions. RCD will be billing the grant directly for those costs under grant management. MWSD is taking on a subcontractor role to RCD in this project. RCD gets the money from Coastal; they keep a portion for overhead, a portion for environmental, and Montara will receive funds to provide the soils report and design document. He will be working with MWSD staff to present to RCD as part of the complete project.

Director Dekker asked if they will not be spending more than the \$490,000 plus the \$272,000.

District Sewer Engineer Pippin Cavagnaro said the \$490,000 dollars will be reimbursed by RCD. Montara's portion is \$272,000 dollars at this point. If there are additional phases it would come back to the Board.

District Counsel Christine Fitzgerald suggested Director Dekker look the attached maps which lays out the schedule of services and each party's portion in this design phase.

District Sewer Engineer Pippin Cavagnaro said Ms. Fitzgerald is referring to Attachment B which goes into the specific agreement with RCD. The expected costs for MWSD are \$99,000 dollars for the geotechnical work and soil drilling and \$550,000 dollars for potential design costs. Of that, RCD will be contributing the largest portion, about \$490,000 and the remainder will be from Montara.

Director Slater-Carter said she would like to see a synopsis of the funding, so people don't have to look for it. She asked District Sewer Engineer Pippin Cavagnaro about the sewer laterals to these houses going from the house down towards the ocean.

District Sewer Engineer Pippin Cavagnaro said with the specific goals of the RCD project to protect the Fitzgerald Marine Reserve there is a significant incentive to do whatever is necessary to protect that Coastal line. So, the goals of this project will have a tall order. There are about 20-22 homes that will need to have grinder pumps installed and they will be pumped up and will have to take over a pump lateral system which they will be responsible for it in the future. In 2017, when development was proposed on Vallemar, the district defined at that time there was no additional capacity in the pipeline, so essentially all these homes were subject to a moratorium because of the risk that this pipe was experiencing. The developer put in his own mainline to provide service for those four homes. This new project will now allow those homes to remodel and add ADUs in accordance with state law.

Gregg Dieguez said he would like more information on the fire loop, as he didn't see that in the documentation. How does this project overlap with SAM's assets? It appears that it is close to the IPS; and is SAM involved? Are the homeowners going to pay for the grinder pumps and who will pay for the maintenance of the life of the grinder pumps? Will that be borne by the ratepayers, or will it be specifically charged to those owners?

District Sewer Engineer Pippin Cavagnaro said information about the fire loop is in the documents. A significant portion of the water main pre-dates World War II. Part of the goal of this project is to repair and relocate all the assets as necessary to improve the infrastructure. That water line will be replaced and moved over to provide adequate space for the additional new sewer main which will be installed. There is a couple hundred feet that will be upsized to carry the fire flow and

connect to the crossing at 16th Street. A new crossing was installed in 2015 but hasn't been able to be put into service yet. The goal is to put that line into service, take out the old crossing and connect it to the southern pipe so that it can be fed both directions. This will finish a project that started in 2012 in the planning phase. In regards to SAM, they hope to reduce the overall project cost by utilizing and rehabilitating the old asset by slip lining it. One of things they need to have to make this project successful is the ability to move sewage from Moss Beach up to the Walker Tank or vice versa. If they need to pump down--for example if the Montara pumpstation went out of service for some reason--they could pump the sewage down to Vallemar and repump it further on, so it gives it a 2-way redundancy. So that existing asset will be repurposed as a conduit, slip-lined, and made whole again to allow it to be able to handle pressure. In reference to the grinder pumps, they understand it is more complicated than a gravity sewer lateral but the benefits to the homeowner to have a reliable sewer system and no moratorium on their houses is offset by the fact that they will need to maintain that cost in the future. They will be borne by the individual homes and not the District at-large.

Director Young asked Mr. Cavagnaro for clarification of his terminology referencing the grinder pumps and sewer pumps. In Seal Cove they have freestanding sewer pump stations. But, for the individual houses, the individual grinder pumps will be smaller than the ones in Seal Cove in the large silver cabinets?

District Sewer Engineer Pippin Cavagnaro said they refer to the District pumpstations as sewer pumps, and homeowners' pumps as grinder pumps. The individual pumps are much smaller, like a glorified sump pump, with a junction box at the side of the house with a disconnect. Each lateral will have its own duplex booster pump to come up to the pressure pump in Vallemar then flow south into the Vallemar Pumpstation. The Niagara pumpstation, which is about 40 ft from the cliff's edge will be abandoned, and those pumps moved to a manhole outside the Vallemar pumpstation to allow for summer pumping activities.

Director Slater-Carter asked how they will work if there is a power outage.

District Sewer Engineer Pippin Cavagnaro said that is one of the goals they need to bring forward in their design. One factor they always design for whenever possible try to install a system larger than the minimum. The District standard is almost twice the capacity of the minimum typical grinder pump. Physical capacity alone has a lot more storage time. The individual homes could have a battery back-up, such as a Tesla wall, or a generator. Another idea is to have a centralized disconnect that would potentially allow for SAM to plug in a generator and power all 20 grinder pumps at once. That would be more complicated to develop a system like that. Those are some details in which they need to go through some alternatives to provide adequate resiliency to the homeowners.

Director Slater-Carter added there are a lot of arcane laws of what they can and can't do. It takes a whole team to be able to get this done legally, so they are protected from a future lawsuit.

Director Young asked if the 6.1 million dollars is the total cost for everything?

District Sewer Engineer Pippin Cavagnaro said they had to come up with something as best they can looking at the big elements of what they think the costs will be. That is where they have their current overall costs. In the grant world 6 million dollars is really small. RCD and the Coastal Conservancy has been able to package this with 5 or 6 other Coastal improvement projects from Pacifica all the way down the Coast. This is one part of a larger Coastal improvement grant. The total grant is probably 25 million dollars. The projection of 6 million dollars is something they are working towards in that grant structure and is their starting point.

Director Young asked if this is over a 5-year period.

District Sewer Engineer Pippin Cavagnaro said this will take some time and will be done incrementally. They hope this momentum continues. The state has been focusing a lot of effort there. They are trying to proactively fix what can break tomorrow.

Director Boyd said this has been a topic of discussion since he joined the Board. When the opportunity for the grant and for working with RCD was presented, the agency was ready. What you are seeing today is a culmination of a lot of work of unseen work from many years before reflecting lots of consideration on what to do with this very difficult problem.

Director Softky made a motion to is to authorize the General Manager to Execute San Mateo Resource Conservation District Professional Services Subaward Agreement with Montara Water and Sanitary District. Director Young seconded the motion. The motioned passed 5-0.

3. Review of MWSD and Recology of the Coast Education Outreach to the Community and Kitchen Pail Distribution

General Manager Clemens Heldmaier said this is a separate grant they applied for on behalf of the Recology of the Coast to the Department of Resources Recycling and Recovery. They were awarded \$75,000 dollars towards education and outreach and have begun using the funds. Recycle and composting bins were distributed to Farallone School for the classrooms, and Recology's Zero Waste representative will be giving presentations to the classes. Recology will be distributing kitchen pails to each household, including Pillar Ridge within the District. Distribution of the kitchen pails will be in November with the regular route garbage pick-up. These kitchen pails are a convenient way to collect and transport

organic waste to the composting green cart. They should not be put outside for collection; only the 96-gallon green cart should go out for collection.

Director Young stated the kitchen pails are free and will be delivered by the garbage people on the week before or on the week of Thanksgiving depending on your pick-up day. She also reminded people that batteries for recycling should be placed on top of the blue Recycle bin.

Director Boyd added do not put the kitchen pails inside the composting bin. They look forward to more people having a proper bin for composting.

REPORTS

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

Director Slater-Carter said the last meeting was on August 12th and SAM discussed their 5-year Capital Improvement program (CIP). On this particular item, they often have to spend money which doesn't fall into the formulas for apartment buildings or commercial real estate. One of the biggest things that she takes into account when making decisions is future liabilities. They are looking at huge liabilities for the 4-million-gallon spill that happened in Montara. A lot of things, like the parcel they are purchasing, once that is gone for something else, they lose the opportunity for water supply resources, and their job is to make sure the district is able to operate into the future.

Director Young said at the last meeting they were talking about the SAM CIP, and she mentioned that she would like to see the Dan Child's report or the previous report that showed SAM's CIP numbers that were projected from before. Can Director Slater-Carter get it?

Director Slater-Carter said no. It was a closed session item and was not adopted by the Board. It is not a public document.

District Sewer Engineer Pippin Cavagnaro said he works with General Manager Clemens Heldmaier and General Manager Kishen Prathivadi on reviewing these 5-year CIPs on a staff level to give SAM what the cost impacts are. The CIP is simply what it costs to maintain the existing infrastructure—nothing more and nothing less. When a developer comes in and adds capacity, they buy a capacity charge and build some of the needed infrastructure to make the project work. Those are new assets for new infusion of money that is not part of the capital plan. That is something that comes in to expand and is not part of the CIP plan.

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

Gregg Dieguez said the National parks service is re-doing parts of the Golden Gate National Recreation Area (GGNRA) lands--Rancho Corral de Tierra, and so forth. There has been considerable controversy surrounding the horses and the reduction of the horse stabling. The MCC held a meeting and wrote a letter documenting the community's concerns about the plan, asking for a dedicated meeting at a larger venue for everyone to hear. Farallone School installed lighting that is way too bright. They have asked remediation, and he is hopeful they will do something. The San Francisco Public Utilities Commission (SFPUC) has committed to restoring the top of Montara Mountain. On September 11th the San Mateo County Planning Commission will have a hearing on the plans to rebuild that overlook and have a small viewing area. In reference to healthcare on the Coast, they are working with Seton to develop more robust health care. Their request is for an Urgent Care Center and there has been talk of an Emergency Care which is harder to justify financially. There are 3 MCC seats open this fall for appointment with no candidates running. If you know anyone who might be interested let him know.

Director Slater-Carter said in the past when there have been unelected vacancies on the MCC, the Board of Supervisors could ultimately make the choice of who is going to sit on the MCC in a decision-making position. Supervisor Ray Mueller has been talking about getting rid of the MCC or reducing the number of members on the MCC to five. She is willing to help. They do not want the Board of Supervisors making decisions about what goes in their community.

Gregg Dieguez said Director Slater-Carter's concerns are well founded.

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

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

Director Slater-Carter said LAFCo just won a case. The East Palo Alto Sanitary District was allowed to be annexed by East Palo Alto because their finances are in such bad shape. Many special districts are clueless about their finances, then they get into trouble. That is one of the things LAFCo looks at—how well a district observes and adheres to contemporary costs and future risks. The LAFCo hearing will be September 18th at 2:00pm.

5. Attorney's Report (Fitzgerald) -- none

6. Directors' Report

Director Slater-Carter said she attended a workshop with Brent Ives who is a consultant about Board management, strategic plans, board organizations, etc. and he offered a free one-hour discussion about general manager evaluations. So, she would like the Board to work with Chris Boucher and Brent Ives, to develop a

policy document that the Board drafts and approves for the general manager's evaluation as a guideline for future Board members. She will work with General Manager Clemens Heldmaier to get more information.

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

FUTURE AGENDAS

ADJOURNMENT at 8:50 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 3rd, October 2024

Signed _____
President



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

P.O. Box 370131
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Montara, CA 94037-0131
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Personnel Committee Special Meeting

District Board of Directors

September 9, 2024

MINUTES

CALL TO ORDER Committee Member Bill Softky called the meeting to order and Open Session began at 3:00 p.m. at the District office and Zoom

ROLL CALL

Committee Members Present: Director Softky, Director Slater-Carter
(attending via Zoom)

Others present: Labor Counsel, Christopher Boucher; General
Manager, Clemens Heldmaier

CLOSED SESSION

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Government Code §54957(b)(1)) Title: General Manager

CONFERENCE WITH LABOR NEGOTIATORS

(Government Code §54957.6) Unrepresented Employee: General Manager

The Committee convened in Closed Session at 3:03 p.m. and reconvened in Open Session at 4:34 p.m.

Committee Member Director Softky announced that no action was taken in closed session.

ADJOURNMENT – the meeting adjourned at 4:40 p.m.

Respectfully submitted,

Signed: _____
Director Kathryn Slater-Carter

Approved:

_____, 2024
Director Bill Softky

_____, 2024
Director Kathryn Slater-Carter



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: **October 3, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager 

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

**Budget vs. Actual – Sewer July 1, 2024 through August 31, 2024 - Variances
over \$2,000:**

- 4610 Property Tax Receipts, \$104,412 above Budget – The District received our first ERAF assessment in the amount of \$208,748.
- 4720 Sewer Service Refund, \$9,906 above Budget – Two refunds issued in August 2024.
- **Overall Total Operating Revenue for the period ending August 31, 2024 was \$95,438 above budget. Total operating revenue received to date is \$113,188.**
- 5200 Board of Directors, \$3,417 below Budget – Cost of Elections budgeted for FY 24-25.
- 5400 Legal, \$24,692 below Budget – Due to timing of invoices.
- 5610 Accounting, \$2,113 above Budget – Extra work performed in July & August due to audit preparation.
- 5620 Audit, \$2,500 above Budget – First progress bill paid in August.
- 5630 Consulting, \$7,279 below Budget – Additional activity expected later in fiscal year.
- 5640 Data Services, \$7,808 above Budget – Payment for Engineering Data Services paid in August. Program used to calculate property tax roll charges and forwarded to County for billing and collection.
- 5800 Labor & Wages, \$16,001 above Budget – Mainly due to funding of GM salary package.
- 6200 Engineering, \$4,742 above Budget – Mechanical & General engineering support.
- 6600 Collection/Transmission, \$14,167 below Budget – No activity to date.
- 6900 SAM Expenses, \$86,920 below Budget – The District adopted a budget for SAM that was in excess of the budgeted amount provided by SAM due to the expected need for a mid-year budget increase.
- **Overall Total Operating Expenses for the period ending August 31, 2024, were \$97,932 below Budget.**
- **Total overall Expenses for the period ending August 31, 2024, were \$96,490 below budget. For a net ordinary gain of \$191,928 above Budget. Actual net ordinary loss is \$432,756.**
- 7100 Connection Fees, \$57,943 below Budget – No new connections sold in August 2024.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: October 3, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 7200 Interest Income, \$95,233 above budget – Due to the increase Federal interest rates.
- 8000 CIP, \$907,630 below Budget – Major CIP project is underway.
- 9200 IBank Loan, \$7,823 below Budget – Due to timing.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: **October 3, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

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

- 4610 Property Tax Receipts, \$104,412 above Budget – The District received our first ERAF assessment in the amount of \$208,748.
- 4810 Water Sales, Domestic, \$41,022 above Budget – Due to timing of receipts.
- **Overall Total Operating Revenue for the period ending August 31, 2024 was \$62,149 above budget. Total operating revenue received to date is \$230,741.**
- 5200 Board of Directors, \$3,833 below Budget – Cost of Elections budgeted for FY 24-25.
- 5240 CDPH Fees, \$3,333 below Budget – invoice for the year is received and paid in June 2025.
- 5250 Conference Attendance, \$2,500 below Budget – No activity to date.
- 5400 Legal, \$7,470 below Budget – Additional work expected later in fiscal year.
- 5530 Memberships, \$3,666 below Budget - American Water Works Association membership paid in July.
- 5610 Accounting, \$2,113 above Budget – Extra work performed in July & August due to audit preparation.
- 5620 Audit, \$2,500 above Budget – First progress bill paid in August.
- 5630 Consulting, \$6,904 below Budget – Additional services expected later in fiscal year.
- 5640 Data Services, \$2,000 below Budget – No activity to date.
- 5800 Labor & Wages, \$22,933 above Budget – Mainly due to funding of GM salary package and under budgeting for District Superintendent.
- 6180 Communications, \$2,451 below Budget – Minimal activity to date.
- 6200 Engineering, \$28,147 below Budget – Budget equalized over full year, less activity in July than annualized budget amount.
- 6370 Lab Supplies & Equipment, \$3,064 below Budget – Minimal activity to date.
- 6400 Pumping, \$7,100 below Budget – Budget is annualized consistently over the fiscal year, the expectation of the “catch-up” bill is built in and causes the under budget until received in February.
- 6500 Supply, \$11,137 below Budget – Payment for Q1 water purchase for Airport Wells is not made until October.
- 6600 Collection/Transmission, \$26,598 below Budget – Minimal activity to date.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: **October 3, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 6700 Treatment, \$2,332 below Budget – costs are variable on a month-to-month basis.
- **Overall Total Operating Expenses for the period ending August 31, 2024, were \$84,587 below Budget.**
- **Total overall Expenses for the period ending August 31, 2024 were \$89,008 below budget. For a net ordinary income of \$235,914 budgeted vs. actual. The actual net ordinary income was \$164,482.**
- 7100 Connection Fees, \$81,919 below Budget – No new connections sold in August.
- 7250 CAMP interest, \$16,549 above Budget – Due to increase in federal interest rates.
- 7600 GO Bond Revenues, \$199,223 below budget – First large receipt expected in November or December.
- 7650 Water System Reliability, \$196,358 below Budget – First large receipt expected in November or December.
- 8000 CIP, \$579,706 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:

This is for Board information only

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

	Jul - Aug 24	Sewer Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 · Cell Tower Lease	14,138.98	14,416.66	-277.68
4400 · Fees			
4410 · Administrative Fee (New Constr)	0.00	666.66	-666.66
4420 · Administrative Fee (Remodel)	76.00	166.66	-90.66
4430 · Inspection Fee (New Constr)	0.00	666.66	-666.66
4440 · Inspection Fee (Remodel)	73.00	166.66	-93.66
4460 · Remodel Fees	1,605.00	1,333.34	271.66
Total 4400 · Fees	1,754.00	2,999.98	-1,245.98
4510 · Grants	160.00		
4610 · Property Tax Receipts	104,411.77	0.00	104,411.77
4710 · Sewer Service Charges	1,433.74	0.00	1,433.74
4720 · Sewer Service Refunds, Customer	-14,905.62	-5,000.00	-9,905.62
4760 · Waste Collection Revenues	6,195.08	5,333.34	861.74
Total Income	113,187.95	17,749.98	95,437.97
Gross Profit	113,187.95	17,749.98	95,437.97
Expense			
5000 · Administrative			
5190 · Bank Fees	1,637.07	1,000.00	637.07
5200 · Board of Directors			
5210 · Board Meetings	200.00	1,000.00	-800.00
5220 · Director Fees	300.00	1,666.66	-1,366.66
5230 · Election Expenses	0.00	1,250.00	-1,250.00
Total 5200 · Board of Directors	500.00	3,916.66	-3,416.66
5250 · Conference Attendance	0.00	1,666.66	-1,666.66
5270 · Information Systems	1,043.75	1,000.00	43.75
5300 · Insurance			
5310 · Fidelity Bond	0.00	0.00	0.00
5320 · Property & Liability Insurance	13,171.63	13,000.00	171.63
Total 5300 · Insurance	13,171.63	13,000.00	171.63
5350 · LAFCO Assessment	0.00	516.66	-516.66
5400 · Legal			
5430 · General Legal	5,030.00	33,333.34	-28,303.34
5440 · Litigation	3,611.55		
Total 5400 · Legal	8,641.55	33,333.34	-24,691.79
5510 · Maintenance, Office	183.65	1,666.66	-1,483.01
5530 · Memberships	0.00	866.66	-866.66
5540 · Office Supplies	576.76	1,416.66	-839.90
5550 · Postage	0.00	333.34	-333.34
5560 · Printing & Publishing	416.61	750.00	-333.39

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

July through August 2024

	Jul - Aug 24	Sewer Budget	\$ Over Budget
5600 · Professional Services			
5610 · Accounting	8,780.00	6,666.66	2,113.34
5620 · Audit	2,500.00	0.00	2,500.00
5630 · Consulting	1,429.83	8,708.34	-7,278.51
5640 · Data Services	9,508.05	1,700.00	7,808.05
5650 · Labor & HR Support	427.00	500.00	-73.00
5660 · Payroll Services	194.67	200.00	-5.33
Total 5600 · Professional Services	22,839.55	17,775.00	5,064.55
5710 · San Mateo Co. Tax Roll Charges	0.00	416.66	-416.66
5720 · Telephone & Internet	4,731.02	5,833.34	-1,102.32
5730 · Mileage Reimbursement	0.00	333.34	-333.34
5740 · Reference Materials	0.00	33.34	-33.34
5790 · Other Administrative	15,311.63		
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	5,031.68	3,929.84	1,101.84
5820 · Employee Benefits	9,411.08	10,152.66	-741.58
5830 · Disability Insurance	319.14	368.50	-49.36
5840 · Payroll Taxes	4,840.09	4,363.34	476.75
5850 · PARS	3,512.34	4,053.66	-541.32
5900 · Wages			
5910 · Management	36,082.26	23,847.00	12,235.26
5920 · Staff	35,442.93	32,563.16	2,879.77
5930 · Staff Certification	350.00	300.00	50.00
5940 · Staff Overtime	1,123.20	287.00	836.20
Total 5900 · Wages	72,998.39	56,997.16	16,001.23
5960 · Worker's Comp Insurance	0.00	0.00	0.00
Total 5800 · Labor	96,112.72	79,865.16	16,247.56
Total 5000 · Administrative	165,165.94	163,723.48	1,442.46
6000 · Operations			
6170 · Claims, Property Damage	0.00	1,666.66	-1,666.66
6195 · Education & Training	0.00	666.66	-666.66
6200 · Engineering			
6220 · General Engineering	11,408.50	6,666.66	4,741.84
Total 6200 · Engineering	11,408.50	6,666.66	4,741.84
6330 · Facilities			
6335 · Alarm Services	987.18	1,083.34	-96.16
6337 · Landscaping	1,500.00	1,000.00	500.00
Total 6330 · Facilities	2,487.18	2,083.34	403.84
6400 · Pumping			
6410 · Pumping Fuel & Electricity	8,112.22	9,500.00	-1,387.78
6420 · Pumping Maintenance, Generators	3,146.34	1,666.66	1,479.68
Total 6400 · Pumping	11,258.56	11,166.66	91.90

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

	Jul - Aug 24	Sewer Budget	\$ Over Budget
6600 · Collection/Transmission			
6660 · Maintenance, Collection System	0.00	1,666.66	-1,666.66
6665 · Meters - Sewer	0.00	12,500.00	-12,500.00
Total 6600 · Collection/Transmission	0.00	14,166.66	-14,166.66
6770 · Uniforms	0.00	33.34	-33.34
6800 · Vehicles			
6810 · Fuel	341.06	583.34	-242.28
6820 · Truck Equipment, Expensed	776.12	83.34	692.78
6830 · Truck Repairs	0.00	166.66	-166.66
Total 6800 · Vehicles	1,117.18	833.34	283.84
6900 · Sewer Authority Midcoastside			
6910 · SAM Collections	39,529.16	39,529.16	0.00
6920 · SAM Operations	311,397.10	369,730.34	-58,333.24
6940 · SAM Maintenance, Collection Sys	0.00	7,500.00	-7,500.00
6950 · SAM Maintenance, Pumping	3,579.66	21,666.66	-18,087.00
6960 · SAM NDWSCP	0.00	3,000.00	-3,000.00
Total 6900 · Sewer Authority Midcoastside	354,505.92	441,426.16	-86,920.24
Total 6000 · Operations	380,777.34	478,709.48	-97,932.14
Total Expense	545,943.28	642,432.96	-96,489.68
Net Ordinary Income	-432,755.33	-624,682.98	191,927.65
Other Income/Expense			
Other Income			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	0.00	35,000.00	-35,000.00
7120 · Connection Fees (Remodel)	0.00	10,000.00	-10,000.00
7152 · Connection Fee Refunds	0.00	-3,333.34	3,333.34
7153 · Add'l Fixture Units (New Const)	0.00	8,333.34	-8,333.34
7155 · Add'l Fixture Units (Remodel)	16,285.00	19,166.66	-2,881.66
7157 · Fixture Fee Refunds	-2,682.00		
7160 · PFP Pass Thru	-2,379.50		
Total 7100 · Connection Fees	11,223.50	69,166.66	-57,943.16
7200 · Interest Income			
7205 · CAMP Interest Earnings	45,776.72		
7210 · LAIF Interest Earnings	76,123.17		
7200 · Interest Income - Other	0.00	26,666.66	-26,666.66
Total 7200 · Interest Income	121,899.89	26,666.66	95,233.23
Total 7000 · Capital Account Revenues	133,123.39	95,833.32	37,290.07
Total Other Income	133,123.39	95,833.32	37,290.07

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

	Jul - Aug 24	Sewer Budget	\$ Over Budget
Other Expense			
8000 · Capital Improvement Program			
8075 · Sewer	34,162.31	941,792.34	-907,630.03
Total 8000 · Capital Improvement Program	34,162.31	941,792.34	-907,630.03
9000 · Capital Account Expenses			
9125 · PNC Equipment Lease Interest	719.11	964.39	-245.28
9200 · I-Bank Loan	1,515.57	9,093.00	-7,577.43
Total 9000 · Capital Account Expenses	2,234.68	10,057.39	-7,822.71
Total Other Expense	36,396.99	951,849.73	-915,452.74
Net Other Income	96,726.40	-856,016.41	952,742.81
Net Income	-336,028.93	-1,480,699.39	1,144,670.46

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

July through August 2024

	Jul - Aug 24	Water Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4400 · Fees			
4410 · Administrative Fee (New Constr)	645.00	333.34	311.66
4420 · Administrative Fee (Remodel)	0.00	100.00	-100.00
4430 · Inspection Fee (New Constr)	611.00	333.34	277.66
Total 4400 · Fees	1,256.00	766.68	489.32
4510 · Grants	160.00		
4610 · Property Tax Receipts	104,411.76	0.00	104,411.76
4740 · Testing, Backflow	2,982.00	3,083.34	-101.34
4810 · Water Sales, Domestic	377,022.39	336,000.00	41,022.39
4850 · Water Sales Refunds, Customer	-1,743.81	-2,666.66	922.85
4990 · Other Revenue	0.40		
Total Income	484,088.74	337,183.36	146,905.38
Gross Profit	484,088.74	337,183.36	146,905.38
Expense			
5000 · Administrative			
5190 · Bank Fees	1,637.05	1,000.00	637.05
5200 · Board of Directors			
5210 · Board Meetings	200.00	1,000.00	-800.00
5220 · Director Fees	300.00	1,666.66	-1,366.66
5230 · Election Expenses	0.00	1,666.66	-1,666.66
Total 5200 · Board of Directors	500.00	4,333.32	-3,833.32
5240 · CDPH Fees	0.00	3,333.34	-3,333.34
5250 · Conference Attendance	0.00	2,500.00	-2,500.00
5270 · Information Systems	1,043.75	1,083.34	-39.59
5300 · Insurance			
5310 · Fidelity Bond	0.00	0.00	0.00
5320 · Property & Liability Insurance	15,031.63	14,000.00	1,031.63
Total 5300 · Insurance	15,031.63	14,000.00	1,031.63
5350 · LAFCO Assessment	0.00	616.66	-616.66
5400 · Legal			
5430 · General Legal	5,030.00	12,500.00	-7,470.00
Total 5400 · Legal	5,030.00	12,500.00	-7,470.00
5510 · Maintenance, Office	216.25	1,666.66	-1,450.41
5530 · Memberships	501.00	4,166.66	-3,665.66
5540 · Office Supplies	576.74	1,333.34	-756.60
5550 · Postage	4,085.71	3,166.66	919.05
5560 · Printing & Publishing	416.61	1,666.66	-1,250.05

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

July through August 2024

	Jul - Aug 24	Water Budget	\$ Over Budget
5600 · Professional Services			
5610 · Accounting	8,780.00	6,666.66	2,113.34
5620 · Audit	2,500.00	0.00	2,500.00
5630 · Consulting	1,429.82	8,333.34	-6,903.52
5640 · Data Services	0.00	2,000.00	-2,000.00
5650 · Labor & HR Support	427.00	500.00	-73.00
5660 · Payroll Services	194.67	200.00	-5.33
Total 5600 · Professional Services	13,331.49	17,700.00	-4,368.51
5710 · San Mateo Co. Tax Roll Charges	0.00	416.66	-416.66
5720 · Telephone & Internet	6,922.01	6,666.66	255.35
5730 · Mileage Reimbursement	0.00	333.34	-333.34
5740 · Reference Materials	0.00	83.34	-83.34
5790 · Other Administrative	-79.60		
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	10,416.97	9,231.66	1,185.31
5820 · Employee Benefits	27,779.44	30,206.84	-2,427.40
5830 · Disability Insurance	680.64	969.16	-288.52
5840 · Payroll Taxes	11,537.57	11,476.34	61.23
5850 · PARS	8,087.55	8,511.00	-423.45
5900 · Wages			
5910 · Management	36,082.26	23,847.00	12,235.26
5920 · Staff	108,999.41	94,784.00	14,215.41
5930 · Staff Certification	1,875.00	1,900.00	-25.00
5940 · Staff Overtime	10,322.96	10,195.84	127.12
5950 · Staff Standby	3,266.40	4,993.66	-1,727.26
Total 5900 · Wages	160,546.03	135,720.50	24,825.53
5960 · Worker's Comp Insurance	0.00	0.00	0.00
Total 5800 · Labor	219,048.20	196,115.50	22,932.70
Total 5000 · Administrative	268,260.84	272,682.14	-4,421.30
6000 · Operations			
6160 · Backflow Prevention	0.00	183.34	-183.34
6170 · Claims, Property Damage	0.00	1,666.66	-1,666.66
6180 · Communications			
6185 · SCADA Maintenance	48.80	2,500.00	-2,451.20
6180 · Communications - Other	0.00	0.00	0.00
Total 6180 · Communications	48.80	2,500.00	-2,451.20
6195 · Education & Training	59.00	1,333.34	-1,274.34
6200 · Engineering			
6220 · General Engineering	-1,487.25	1,666.66	-3,153.91
6230 · Water Quality Engineering	8,340.00	33,333.34	-24,993.34
Total 6200 · Engineering	6,852.75	35,000.00	-28,147.25
6320 · Equipment & Tools, Expensed	1,114.92	1,666.66	-551.74

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

July through August 2024

	Water		
	Jul - Aug 24	Budget	\$ Over Budget
6330 · Facilities			
6335 · Alarm Services	127.02	333.34	-206.32
6337 · Landscaping	2,360.00	3,000.00	-640.00
Total 6330 · Facilities	2,487.02	3,333.34	-846.32
6370 · Lab Supplies & Equipment	269.40	3,333.34	-3,063.94
6380 · Meter Reading	0.00	83.34	-83.34
6400 · Pumping			
6410 · Pumping Fuel & Electricity	10,584.45	17,500.00	-6,915.55
6420 · Pumping Maintenance, Generators	4,399.34	4,166.66	232.68
6430 · Pumping Maintenance, General	0.00	333.34	-333.34
6440 · Pumping Equipment, Expensed	0.00	83.34	-83.34
Total 6400 · Pumping	14,983.79	22,083.34	-7,099.55
6500 · Supply			
6510 · Maintenance, Raw Water Mains	0.00	166.66	-166.66
6520 · Maintenance, Wells	696.59	3,333.34	-2,636.75
6530 · Water Purchases	0.00	8,333.34	-8,333.34
Total 6500 · Supply	696.59	11,833.34	-11,136.75
6600 · Collection/Transmission			
6610 · Hydrants	0.00	833.34	-833.34
6620 · Maintenance, Water Mains	4,234.93	12,500.00	-8,265.07
6630 · Maintenance, Water Svc Lines	0.00	1,666.66	-1,666.66
6640 · Maintenance, Tanks	0.00	833.34	-833.34
6650 · Maint., Distribution General	0.00	2,500.00	-2,500.00
6670 · Meters - Water	0.00	12,500.00	-12,500.00
Total 6600 · Collection/Transmission	4,234.93	30,833.34	-26,598.41
6700 · Treatment			
6710 · Chemicals & Filtering	1,323.27	10,000.00	-8,676.73
6720 · Maintenance, Treatment Equip.	11,759.14	2,500.00	9,259.14
6730 · Treatment Analysis	2,918.56	5,833.34	-2,914.78
Total 6700 · Treatment	16,000.97	18,333.34	-2,332.37
6770 · Uniforms	220.00	583.34	-363.34
6800 · Vehicles			
6810 · Fuel	2,040.83	2,000.00	40.83
6820 · Truck Equipment, Expensed	-717.12	333.34	-1,050.46
6830 · Truck Repairs	3,003.08	833.34	2,169.74
Total 6800 · Vehicles	4,326.79	3,166.68	1,160.11
6890 · Other Operations	51.44		
Total 6000 · Operations	51,346.40	135,933.40	-84,587.00
Total Expense	319,607.24	408,615.54	-89,008.30
Net Ordinary Income	164,481.50	-71,432.18	235,913.68

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

July through August 2024

	Jul - Aug 24	Water Budget	\$ Over Budget
Other Income/Expense			
Other Income			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	0.00	36,666.66	-36,666.66
7120 · Connection Fees (Remodel)	10,682.50	9,166.66	1,515.84
7130 · Conn. Fees, PFP (New Constr)	16,553.00	31,666.66	-15,113.66
7152 · Connection Fee Refunds	-20,815.00		
7157 · Fixture Fee Refunds	-18,922.00	-8,333.34	-10,588.66
7160 · PFP Pass Thru	-2,364.00		
7165 · Meter Pass Thru Costs	2,113.56		
Total 7100 · Connection Fees	-12,751.94	69,166.64	-81,918.58
7250 · CAMP Interest Income	49,882.41	33,333.34	16,549.07
7600 · Bond Revenues, G.O.	7.60	199,230.16	-199,222.56
7650 · Water System Reliability	0.00	196,358.00	-196,358.00
Total 7000 · Capital Account Revenues	37,138.07	498,088.14	-460,950.07
Total Other Income	37,138.07	498,088.14	-460,950.07
Other Expense			
8000 · Capital Improvement Program			
8100 · Water	22,793.69	602,500.00	-579,706.31
Total 8000 · Capital Improvement Program	22,793.69	602,500.00	-579,706.31
9000 · Capital Account Expenses			
9100 · Interest Expense - GO Bonds	4,087.29	24,523.72	-20,436.43
9125 · PNC Equipment Lease Interest	719.11	964.39	-245.28
9150 · SRF Loan	0.00	0.00	0.00
9210 · Conservation Program/Rebates	0.00	500.00	-500.00
Total 9000 · Capital Account Expenses	4,806.40	25,988.11	-21,181.71
Total Other Expense	27,600.09	628,488.11	-600,888.02
Net Other Income	9,537.98	-130,399.97	139,937.95
Net Income	174,019.48	-201,832.15	375,851.63

Montara Water & Sanitary District

Balance Sheet

09/22/24

As of August 31, 2024

Accrual Basis

	Aug 31, 24
ASSETS	
Current Assets	
Checking/Savings	
Sewer - Bank Accounts	
Wells Fargo Operating - Sewer	4,107,267.90
CAMP Investment Fund 4021-002	
Capital Reserve	3,278,319.84
Operating Reserve	1,904,035.00
Total CAMP Investment Fund 4021-002	5,182,354.84
LAIF Investment Fund	
Capital Reserve	86,701.29
Total LAIF Investment Fund	86,701.29
Total Sewer - Bank Accounts	9,376,324.03
Water - Bank Accounts	
CAMP Investment Fund 4021-001	
Capital Reserve	4,216,064.44
Operating Reserve	1,213,174.00
CAMP Investment Fund 4021-001 - Other	100,000.00
Total CAMP Investment Fund 4021-001	5,529,238.44
Wells Fargo Operating - Water	19,933.88
Restricted Cash	
2020 GO Bonds Fund - Chase	659,468.95
Total Restricted Cash	659,468.95
Total Water - Bank Accounts	6,208,641.27
Total Checking/Savings	15,584,965.30
Accounts Receivable	
Sewer - Accounts Receivable	
Lease Receivable	74,585.00
Accounts Receivable	-7,352.95
Total Sewer - Accounts Receivable	67,232.05
Water - Accounts Receivable	
Accounts Receivable	13,930.03
Accounts Rec. - Backflow	27,999.11
Accounts Rec. - Water Residents	199,480.80
Unbilled Water Receivables	248,812.71
Total Water - Accounts Receivable	490,222.65
Total Accounts Receivable	557,454.70
Other Current Assets	
Maint/Parts Inventory	42,656.32
Total Other Current Assets	42,656.32
Total Current Assets	16,185,076.32
Fixed Assets	
Sewer - Fixed Assets	
General Plant	11,247,534.15
Land	5,000.00
Other Capital Improv.	
Sewer-Original Cost	685,599.18
Other Cap. Improv.	2,564,810.39
Total Other Capital Improv.	3,250,409.57
Seal Cove Collection System	995,505.00

Montara Water & Sanitary District

Balance Sheet

As of August 31, 2024

09/22/24

Accrual Basis

	<u>Aug 31, 24</u>
Sewage Collection Facility	
Collection Facility - Org. Cost	1,349,064.00
Collection Facility - Other	3,991,243.33
Total Sewage Collection Facility	<u>5,340,307.33</u>
Treatment Facility	244,539.84
Accumulated Depreciation	<u>-11,411,144.00</u>
Total Sewer - Fixed Assets	9,672,151.89
Water - Fixed Assets	
General Plant	30,232,251.46
Land & Easements	734,500.00
Surface Water Rights	300,000.00
Water Meters	1,058,985.00
Fixed Assets - Other	48,171.78
Accumulated Depreciation	<u>-16,837,463.00</u>
Total Water - Fixed Assets	<u>15,536,445.24</u>
Total Fixed Assets	25,208,597.13
Other Assets	
Sewer - Other Assets	
Def'd Amts Related to Pensions	113,218.00
Joint Power Authority	
SAM - Orig Collection Facility	981,592.00
SAM - Expansion	<u>1,705,955.08</u>
Total Joint Power Authority	<u>2,687,547.08</u>
Total Sewer - Other Assets	2,800,765.08
Water - Other Assets	
Def'd Amts Related to Pensions	252,003.00
Due from Sewer	<u>1,666,622.72</u>
Total Water - Other Assets	<u>1,918,625.72</u>
Total Other Assets	4,719,390.80
TOTAL ASSETS	<u><u>46,113,064.25</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable - Sewer	4,034.10
Total Accounts Payable	4,034.10
Other Current Liabilities	
Water - Net Pension Liability	28,173.00
Sewer - Net Pension Liability	12,658.00
Sewer - Current Liabilities	
Accrued Vacations	11,697.88
Deposits Payable	49,106.47
PNC Equip. Loan - S/T	<u>70,078.40</u>
Total Sewer - Current Liabilities	130,882.75

Montara Water & Sanitary District

Balance Sheet

09/22/24

As of August 31, 2024

Accrual Basis

	Aug 31, 24
Water - Current Liabilities	
Accrued Vacations	25,183.74
Deposits Payable	-39,375.13
GO Bonds - S/T	464,600.85
PNC Equip. Loan - S/T	70,078.39
SRF Loan Payable X109 - Current	188,895.28
Temporary Construction Meter	42,333.82
Total Water - Current Liabilities	751,716.95
Payroll Liabilities	
Employee Benefits Payable	21,929.54
Total Payroll Liabilities	21,929.54
Total Other Current Liabilities	945,360.24
Total Current Liabilities	949,394.34
Long Term Liabilities	
Sewer - Long Term Liabilities	
Deferred Inflows (Sewer Leases)	68,453.00
Due to Water Fund	1,666,622.72
Accrued Vacations	27,518.39
I-Bank Loan	561,508.88
PNC Equip. Loan - L/T	115,714.54
Total Sewer - Long Term Liabilities	2,439,817.53
Water - Long Term Liabilities	
2020 GO Bonds	3,370,557.45
Accrued Vacations	37,439.66
PNC Equip. Loan - L/T	115,714.61
SRF Loan Payable - X109	2,144,619.34
Total Water - Long Term Liabilities	5,668,331.06
Deferred Inflows (Pensions)	
Sewer	8,715.00
Water	19,399.00
Total Deferred Inflows (Pensions)	28,114.00
Total Long Term Liabilities	8,136,262.59
Total Liabilities	9,085,656.93
Equity	
Sewer - Equity Accounts	
Capital Assets Net	3,408,252.20
Fund Balance - Unrestricted	8,793,316.07
Retained Earnings	-109,915.88
Total Sewer - Equity Accounts	12,091,652.39
Water - Equity Accounts	
Capital Assets Net	2,868,858.70
Restricted Debt Service	1,384,997.90
Unrestricted	-1,562,801.59
Retained Earnings	109,915.88
Total Water - Equity Accounts	2,800,970.89
Equity Adjustment Account	22,296,793.49
Net Income	-162,009.45
Total Equity	37,027,407.32
TOTAL LIABILITIES & EQUITY	46,113,064.25

Montara Water and Sanitary District
 Restricted and Non Restricted Cash Assets
 July 2024 through June 2025

YTD Cash Information	July	August	September	October	November	December	January	February	March	April	May	June	Target Reserves	\$ Over (Under) Targets	% Over/(Under) Targets
Sewer - Operations															
Wells Fargo Operating	4,987,314.76	4,107,267.90													
<i>Sewer Reserve Accounts</i>															
<i>LAIF</i>															
Capital Reserve	86,701.29	86,701.29													
Operating Reserve	-	-													
Subtotal	86,701.29	86,701.29													
<i>CAMP</i>															
Capital Reserve	3,254,660.68	3,278,319.84													
Operating Reserve	1,904,035.00	1,904,035.00													
Subtotal	5,158,695.68	5,182,354.84													
Reserve Totals															
Capital Reserve	3,341,361.97	3,365,021.13											6,677,754.00	(3,312,732.87)	50%
Operating Reserve	1,904,035.00	1,904,035.00											1,904,035.00	-	100%
Total Reserves	5,245,396.97	5,269,056.13													
Water Operations															
Wells Fargo Operating	100,511.10	19,933.88													
Water - Reserve Accounts															
<i>CAMP - Reserve Funds</i>															
Capital Reserve	4,190,939.53	4,316,064.44											5,446,500.00	(1,130,435.56)	79%
Operating Reserve	1,213,174.00	1,213,174.00											1,213,174.00	-	100%
Subtotal	5,404,113.53	5,529,238.44													
Water - Restricted Accounts															
<i>JP Morgan Chase</i>															
2020 GO Bond Fund	1,166,356.59	659,468.95													
Subtotal	1,166,356.59	659,468.95	-	-	-	-	-	-	-	-	-	-			
Total Cash & Equivalents	16,903,692.95	15,584,965.30	-	-	-	-	-	-	-	-	-	-			

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2024 through June 2025

													TOTAL			
	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense																
Income																
4220 · Cell Tower Lease	7,069.49	7,069.49											14,138.98	86,500.00	-72,361.02	16.35%
4400 · Fees																
4410 · Administrative Fee (New Constr)														4,000.00	-4,000.00	
4420 · Administrative Fee (Remodel)		76.00											76.00	1,000.00	-924.00	7.6%
4430 · Inspection Fee (New Constr)														4,000.00	-4,000.00	
4440 · Inspection Fee (Remodel)		73.00											73.00	1,000.00	-927.00	7.3%
4460 · Remodel Fees	906.00	699.00											1,605.00	8,000.00	-6,395.00	20.06%
Total 4400 · Fees	906.00	848.00											1,754.00	18,000.00	-16,246.00	9.74%
4510 · Grants	160.00												160.00			
4610 · Property Tax Receipts		104,411.77											104,411.77	400,000.00	-295,588.23	26.1%
4710 · Sewer Service Charges	1,433.74												1,433.74	4,071,594.00	-4,070,160.26	0.04%
4720 · Sewer Service Refunds, Customer		-14,905.62											-14,905.62	-30,000.00	15,094.38	49.69%
4760 · Waste Collection Revenues	1,220.75	4,974.33											6,195.08	32,000.00	-25,804.92	19.36%
4990 · Other Revenue																
Total Income	10,789.98	102,397.97											113,187.95	4,578,094.00	-4,464,906.05	2.47%
Gross Profit	10,789.98	102,397.97											113,187.95	4,578,094.00	-4,464,906.05	2.47%
Expense																
5000 · Administrative																
5190 · Bank Fees	1,304.51	332.56											1,637.07	6,000.00	-4,362.93	27.29%
5200 · Board of Directors																
5210 · Board Meetings		200.00											200.00	6,000.00	-5,800.00	3.33%
5220 · Director Fees		300.00											300.00	10,000.00	-9,700.00	3.0%
5230 · Election Expenses														7,500.00	-7,500.00	
Total 5200 · Board of Directors		500.00											500.00	23,500.00	-23,000.00	2.13%
5250 · Conference Attendance														10,000.00	-10,000.00	
5270 · Information Systems		1,043.75											1,043.75	6,000.00	-4,956.25	17.4%
5300 · Insurance																
5310 · Fidelity Bond														500.00	-500.00	
5320 · Property & Liability Insurance	13,171.63												13,171.63	13,000.00	171.63	101.32%
Total 5300 · Insurance	13,171.63												13,171.63	13,500.00	-328.37	97.57%
5350 · LAFCO Assessment														3,100.00	-3,100.00	
5400 · Legal																
5430 · General Legal		5,030.00											5,030.00	200,000.00	-194,970.00	2.52%
5440 · Litigation		3,611.55											3,611.55			

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2024 through June 2025

													TOTAL			
	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Total 5400 · Legal		8,641.55											8,641.55	200,000.00	-191,358.45	4.32%
5510 · Maintenance, Office	118.65	65.00											183.65	10,000.00	-9,816.35	1.84%
5530 · Memberships														5,200.00	-5,200.00	
5540 · Office Supplies	141.45	435.31											576.76	8,500.00	-7,923.24	6.79%
5550 · Postage														2,000.00	-2,000.00	
5560 · Printing & Publishing	340.58	76.03											416.61	4,500.00	-4,083.39	9.26%
5600 · Professional Services																
5610 · Accounting		8,780.00											8,780.00	40,000.00	-31,220.00	21.95%
5620 · Audit		2,500.00											2,500.00	14,938.00	-12,438.00	16.74%
5630 · Consulting	1,429.83												1,429.83	52,250.00	-50,820.17	2.74%
5640 · Data Services		9,508.05											9,508.05	10,200.00	-691.95	93.22%
5650 · Labor & HR Support	213.50	213.50											427.00	3,000.00	-2,573.00	14.23%
5660 · Payroll Services	95.39	99.28											194.67	1,200.00	-1,005.33	16.22%
Total 5600 · Professional Services	1,738.72	21,100.83											22,839.55	121,588.00	-98,748.45	18.78%
5710 · San Mateo Co. Tax Roll Charges														2,500.00	-2,500.00	
5720 · Telephone & Internet	2,185.29	2,545.73											4,731.02	35,000.00	-30,268.98	13.52%
5730 · Mileage Reimbursement														2,000.00	-2,000.00	
5740 · Reference Materials														200.00	-200.00	
5790 · Other Administrative		15,311.63											15,311.63			
5800 · Labor																
5810 · CalPERS 457 Deferred Plan	2,007.44	3,024.24											5,031.68	23,579.00	-18,547.32	21.34%
5820 · Employee Benefits	4,752.19	4,658.89											9,411.08	60,916.00	-51,504.92	15.45%
5830 · Disability Insurance	159.57	159.57											319.14	2,211.00	-1,891.86	14.43%
5840 · Payroll Taxes	2,203.35	2,636.74											4,840.09	26,180.00	-21,339.91	18.49%
5850 · PARS	1,902.94	1,609.40											3,512.34	24,322.00	-20,809.66	14.44%
5900 · Wages																
5910 · Management	10,034.88	26,047.38											36,082.26	143,082.00	-106,999.74	25.22%
5920 · Staff	17,857.93	17,585.00											35,442.93	195,379.00	-159,936.07	18.14%
5930 · Staff Certification	175.00	175.00											350.00	1,800.00	-1,450.00	19.44%
5940 · Staff Overtime	734.40	388.80											1,123.20	1,722.00	-598.80	65.23%
Total 5900 · Wages	28,802.21	44,196.18											72,998.39	341,983.00	-268,984.61	21.35%
5960 · Worker's Comp Insurance														3,032.00	-3,032.00	
Total 5800 · Labor	39,827.70	56,285.02											96,112.72	482,223.00	-386,110.28	19.93%
Total 5000 · Administrative	58,828.53	106,337.41											165,165.94	935,811.00	-770,645.06	17.65%
6000 · Operations																
6170 · Claims, Property Damage														10,000.00	-10,000.00	

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2024 through June 2025

													TOTAL			
	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
6195 · Education & Training														4,000.00	-4,000.00	
6200 · Engineering																
6220 · General Engineering	7,855.00	3,553.50											11,408.50	40,000.00	-28,591.50	28.52%
Total 6200 · Engineering	7,855.00	3,553.50											11,408.50	40,000.00	-28,591.50	28.52%
6330 · Facilities																
6335 · Alarm Services	557.10	430.08											987.18	6,500.00	-5,512.82	15.19%
6337 · Landscaping		1,500.00											1,500.00	6,000.00	-4,500.00	25.0%
Total 6330 · Facilities	557.10	1,930.08											2,487.18	12,500.00	-10,012.82	19.9%
6400 · Pumping																
6410 · Pumping Fuel & Electricity	4,132.24	3,979.98											8,112.22	57,000.00	-48,887.78	14.23%
6420 · Pumping Maintenance, Generators	52.64	3,093.70											3,146.34	10,000.00	-6,853.66	31.46%
Total 6400 · Pumping	4,184.88	7,073.68											11,258.56	67,000.00	-55,741.44	16.8%
6600 · Collection/Transmission																
6660 · Maintenance, Collection System														10,000.00	-10,000.00	
6665 · Meters - Sewer														75,000.00	-75,000.00	
Total 6600 · Collection/Transmission														85,000.00	-85,000.00	
6770 · Uniforms														200.00	-200.00	
6800 · Vehicles																
6810 · Fuel	341.06												341.06	3,500.00	-3,158.94	9.75%
6820 · Truck Equipment, Expensed	776.12												776.12	500.00	276.12	155.22%
6830 · Truck Repairs														1,000.00	-1,000.00	
Total 6800 · Vehicles	1,117.18												1,117.18	5,000.00	-3,882.82	22.34%
6900 · Sewer Authority Midcoastside																
6910 · SAM Collections	19,764.58	19,764.58											39,529.16	237,175.00	-197,645.84	16.67%
6920 · SAM Operations	155,698.55	155,698.55											311,397.10	2,218,382.00	-1,906,984.90	14.04%
6940 · SAM Maintenance, Collection Sys														45,000.00	-45,000.00	
6950 · SAM Maintenance, Pumping		3,579.66											3,579.66	130,000.00	-126,420.34	2.75%
6960 · SAM NDWSCP														18,000.00	-18,000.00	
Total 6900 · Sewer Authority Midcoastside	175,463.13	179,042.79											354,505.92	2,648,557.00	-2,294,051.08	13.39%
Total 6000 · Operations	189,177.29	191,600.05											380,777.34	2,872,257.00	-2,491,479.66	13.26%
Total Expense	248,005.82	297,937.46											545,943.28	3,808,068.00	-3,262,124.72	14.34%
Net Ordinary Income	-237,215.84	-195,539.49											-432,755.33	770,026.00	-1,202,781.33	-56.2%
Other Income/Expense																
Other Income																
7000 · Capital Account Revenues																
7100 · Connection Fees																

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2024 through June 2025

													TOTAL			
	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
7110 · Connection Fees (New Constr)														210,000.00	-210,000.00	
7120 · Connection Fees (Remodel)														60,000.00	-60,000.00	
7152 · Connection Fee Refunds														-20,000.00	20,000.00	
7153 · Add'l Fixture Units (New Const)														50,000.00	-50,000.00	
7155 · Add'l Fixture Units (Remodel)		16,285.00											16,285.00	115,000.00	-98,715.00	14.16%
7157 · Fixture Fee Refunds		-2,682.00											-2,682.00			
7160 · PFP Pass Thru	-2,379.50												-2,379.50			
Total 7100 · Connection Fees	-2,379.50	13,603.00											11,223.50	415,000.00	-403,776.50	2.7%
7200 · Interest Income																
7205 · CAMP Interest Earnings	22,117.56	23,659.16											45,776.72			
7210 · LAIF Interest Earnings	76,123.17												76,123.17			
7200 · Interest Income - Other														160,000.00	-160,000.00	
Total 7200 · Interest Income	98,240.73	23,659.16											121,899.89	160,000.00	-38,100.11	76.19%
Total 7000 · Capital Account Revenues	95,861.23	37,262.16											133,123.39	575,000.00	-441,876.61	23.15%
Total Other Income	95,861.23	37,262.16											133,123.39	575,000.00	-441,876.61	23.15%
Other Expense																
8000 · Capital Improvement Program																
8075 · Sewer	18,077.00	16,085.31											34,162.31	5,650,754.00	-5,616,591.69	0.61%
Total 8000 · Capital Improvement Program	18,077.00	16,085.31											34,162.31	5,650,754.00	-5,616,591.69	0.61%
9000 · Capital Account Expenses																
9125 · PNC Equipment Lease Interest	245.28	473.83											719.11	4,761.00	-4,041.89	15.1%
9200 · I-Bank Loan	1,515.57												1,515.57	17,656.00	-16,140.43	8.58%
Total 9000 · Capital Account Expenses	1,760.85	473.83											2,234.68	22,417.00	-20,182.32	9.97%
Total Other Expense	19,837.85	16,559.14											36,396.99	5,673,171.00	-5,636,774.01	0.64%
Net Other Income	76,023.38	20,703.02											96,726.40	-5,098,171.00	5,194,897.40	-1.9%
Net Income	-161,192.46	-174,836.47											-336,028.93	-4,328,145.00	3,992,116.07	7.76%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2024 through June 2025

												TOTAL				
	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense																
Income																
4400 · Fees																
4410 · Administrative Fee (New Constr)	645.00												645.00	2,000.00	-1,355.00	32.25%
4420 · Administrative Fee (Remodel)														600.00	-600.00	
4430 · Inspection Fee (New Constr)	611.00												611.00	2,000.00	-1,389.00	30.55%
Total 4400 · Fees	1,256.00												1,256.00	4,600.00	-3,344.00	27.3%
4510 · Grants	160.00												160.00			
4610 · Property Tax Receipts		104,411.76											104,411.76	400,000.00	-295,588.24	26.1%
4740 · Testing, Backflow		2,982.00											2,982.00	18,500.00	-15,518.00	16.12%
4760 · Waste Collection Revenues																
4810 · Water Sales, Domestic	223,093.15	153,929.24											377,022.39	2,016,000.00	-1,638,977.61	18.7%
4850 · Water Sales Refunds, Customer		-1,743.81											-1,743.81	-16,000.00	14,256.19	10.9%
4990 · Other Revenue		0.40											0.40			
Total Income	224,509.15	259,579.59											484,088.74	2,423,100.00	-1,939,011.26	19.98%
Gross Profit	224,509.15	259,579.59											484,088.74	2,423,100.00	-1,939,011.26	19.98%
Expense																
5000 · Administrative																
5190 · Bank Fees	1,304.49	332.56											1,637.05	6,000.00	-4,362.95	27.28%
5200 · Board of Directors																
5210 · Board Meetings		200.00											200.00	6,000.00	-5,800.00	3.33%
5220 · Director Fees		300.00											300.00	10,000.00	-9,700.00	3.0%
5230 · Election Expenses														10,000.00	-10,000.00	
Total 5200 · Board of Directors		500.00											500.00	26,000.00	-25,500.00	1.92%
5240 · CDPH Fees														20,000.00	-20,000.00	
5250 · Conference Attendance														15,000.00	-15,000.00	
5270 · Information Systems		1,043.75											1,043.75	6,500.00	-5,456.25	16.06%
5300 · Insurance																
5310 · Fidelity Bond														500.00	-500.00	
5320 · Property & Liability Insurance	15,031.63												15,031.63	14,000.00	1,031.63	107.37%
Total 5300 · Insurance	15,031.63												15,031.63	14,500.00	531.63	103.67%
5350 · LAFCO Assessment														3,700.00	-3,700.00	
5400 · Legal																
5430 · General Legal		5,030.00											5,030.00	75,000.00	-69,970.00	6.71%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2024 through June 2025

													TOTAL			
	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Total 5400 · Legal		5,030.00											5,030.00	75,000.00	-69,970.00	6.71%
5510 · Maintenance, Office	118.65	97.60											216.25	10,000.00	-9,783.75	2.16%
5530 · Memberships	501.00												501.00	25,000.00	-24,499.00	2.0%
5540 · Office Supplies	141.43	435.31											576.74	8,000.00	-7,423.26	7.21%
5550 · Postage	2,044.75	2,040.96											4,085.71	19,000.00	-14,914.29	21.5%
5560 · Printing & Publishing	340.58	76.03											416.61	10,000.00	-9,583.39	4.17%
5600 · Professional Services																
5610 · Accounting		8,780.00											8,780.00	40,000.00	-31,220.00	21.95%
5620 · Audit		2,500.00											2,500.00	14,938.00	-12,438.00	16.74%
5630 · Consulting	1,429.82												1,429.82	50,000.00	-48,570.18	2.86%
5640 · Data Services														12,000.00	-12,000.00	
5650 · Labor & HR Support	213.50	213.50											427.00	3,000.00	-2,573.00	14.23%
5660 · Payroll Services	95.39	99.28											194.67	1,200.00	-1,005.33	16.22%
Total 5600 · Professional Services	1,738.71	11,592.78											13,331.49	121,138.00	-107,806.51	11.01%
5710 · San Mateo Co. Tax Roll Charges														2,500.00	-2,500.00	
5720 · Telephone & Internet	3,117.63	3,804.38											6,922.01	40,000.00	-33,077.99	17.31%
5730 · Mileage Reimbursement														2,000.00	-2,000.00	
5740 · Reference Materials														500.00	-500.00	
5790 · Other Administrative	21.40	-101.00											-79.60			
5800 · Labor																
5810 · CalPERS 457 Deferred Plan	4,837.19	5,579.78											10,416.97	55,390.00	-44,973.03	18.81%
5820 · Employee Benefits	13,917.67	13,861.77											27,779.44	181,241.00	-153,461.56	15.33%
5830 · Disability Insurance	340.32	340.32											680.64	5,815.00	-5,134.36	11.71%
5840 · Payroll Taxes	5,542.88	5,994.69											11,537.57	68,858.00	-57,320.43	16.76%
5850 · PARS	4,263.09	3,824.46											8,087.55	51,066.00	-42,978.45	15.84%
5900 · Wages																
5910 · Management	10,034.88	26,047.38											36,082.26	143,082.00	-106,999.74	25.22%
5920 · Staff	53,447.36	55,552.05	53,447.36										162,446.77	568,704.00	-406,257.23	28.56%
5930 · Staff Certification	925.00	950.00											1,875.00	11,400.00	-9,525.00	16.45%
5940 · Staff Overtime	6,400.57	3,922.39											10,322.96	61,175.00	-50,852.04	16.87%
5950 · Staff Standby	1,647.82	1,618.58											3,266.40	29,962.00	-26,695.60	10.9%
Total 5900 · Wages	72,455.63	88,090.40											160,546.03	814,323.00	-653,776.97	19.72%
5960 · Worker's Comp Insurance														29,218.00	-29,218.00	
Total 5800 · Labor	101,356.78	117,691.42											219,048.20	1,205,911.00	-986,862.80	18.17%

Montara Water & Sanitary District

Revenue & Expenditures Budget vs. Actual - Water

July 2024 through June 2025

													TOTAL			
	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Total 5000 · Administrative	125,717.05	142,543.79											268,260.84	1,610,749.00	-1,342,488.16	16.65%
6000 · Operations																
6160 · Backflow Prevention														1,100.00	-1,100.00	
6170 · Claims, Property Damage														10,000.00	-10,000.00	
6180 · Communications																
6185 · SCADA Maintenance	48.80												48.80	15,000.00	-14,951.20	0.33%
6180 · Communications - Other																
Total 6180 · Communications	48.80												48.80	15,000.00	-14,951.20	0.33%
6195 · Education & Training	59.00												59.00	8,000.00	-7,941.00	0.74%
6200 · Engineering																
6220 · General Engineering		-1,487.25											-1,487.25	10,000.00	-11,487.25	-14.87%
6230 · Water Quality Engineering	8,340.00												8,340.00	200,000.00	-191,660.00	4.17%
Total 6200 · Engineering	8,340.00	-1,487.25											6,852.75	210,000.00	-203,147.25	3.26%
6320 · Equipment & Tools, Expensed		1,114.92											1,114.92	10,000.00	-8,885.08	11.15%
6330 · Facilities																
6335 · Alarm Services	127.02												127.02	2,000.00	-1,872.98	6.35%
6337 · Landscaping	860.00	1,500.00											2,360.00	18,000.00	-15,640.00	13.11%
Total 6330 · Facilities	987.02	1,500.00											2,487.02	20,000.00	-17,512.98	12.44%
6370 · Lab Supplies & Equipment		269.40											269.40	20,000.00	-19,730.60	1.35%
6380 · Meter Reading														500.00	-500.00	
6400 · Pumping																
6410 · Pumping Fuel & Electricity	4,132.24	6,452.21											10,584.45	105,000.00	-94,415.55	10.08%
6420 · Pumping Maintenance, Generators	59.28	4,340.06											4,399.34	25,000.00	-20,600.66	17.6%
6430 · Pumping Maintenance, General														2,000.00	-2,000.00	
6440 · Pumping Equipment, Expensed														500.00	-500.00	
Total 6400 · Pumping	4,191.52	10,792.27											14,983.79	132,500.00	-117,516.21	11.31%
6500 · Supply																
6510 · Maintenance, Raw Water Mains														1,000.00	-1,000.00	
6520 · Maintenance, Wells	696.59												696.59	20,000.00	-19,303.41	3.48%
6530 · Water Purchases														50,000.00	-50,000.00	
Total 6500 · Supply	696.59												696.59	71,000.00	-70,303.41	0.98%
6600 · Collection/Transmission																
6610 · Hydrants														5,000.00	-5,000.00	
6620 · Maintenance, Water Mains		4,234.93											4,234.93	75,000.00	-70,765.07	5.65%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2024 through June 2025

													TOTAL			
	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
6630 · Maintenance, Water Svc Lines														10,000.00	-10,000.00	
6640 · Maintenance, Tanks														5,000.00	-5,000.00	
6650 · Maint., Distribution General														15,000.00	-15,000.00	
6670 · Meters - Water														75,000.00	-75,000.00	
Total 6600 · Collection/Transmission		4,234.93											4,234.93	185,000.00	-180,765.07	2.29%
6700 · Treatment																
6710 · Chemicals & Filtering		1,323.27											1,323.27	60,000.00	-58,676.73	2.21%
6720 · Maintenance, Treatment Equip.		5,664.42	6,094.72										11,759.14	15,000.00	-3,240.86	78.39%
6730 · Treatment Analysis		111.56	2,807.00										2,918.56	35,000.00	-32,081.44	8.34%
Total 6700 · Treatment		7,099.25	8,901.72										16,000.97	110,000.00	-93,999.03	14.55%
6770 · Uniforms			220.00										220.00	3,500.00	-3,280.00	6.29%
6800 · Vehicles																
6810 · Fuel		1,103.17	937.66										2,040.83	12,000.00	-9,959.17	17.01%
6820 · Truck Equipment, Expensed		-776.12	59.00										-717.12	2,000.00	-2,717.12	-35.86%
6830 · Truck Repairs		3,003.08											3,003.08	5,000.00	-1,996.92	60.06%
Total 6800 · Vehicles		3,330.13	996.66										4,326.79	19,000.00	-14,673.21	22.77%
6890 · Other Operations			51.44										51.44			
Total 6000 · Operations		24,752.31	26,594.09										51,346.40	815,600.00	-764,253.60	6.3%
Total Expense		150,469.36	169,137.88										319,607.24	2,426,349.00	-2,106,741.76	13.17%
Net Ordinary Income		74,039.79	90,441.71										164,481.50	-3,249.00	167,730.50	-5,062.53%
Other Income/Expense																
Other Income																
7000 · Capital Account Revenues																
7100 · Connection Fees																
7110 · Connection Fees (New Constr)														220,000.00	-220,000.00	
7120 · Connection Fees (Remodel)			10,682.50										10,682.50	55,000.00	-44,317.50	19.42%
7130 · Conn. Fees, PFP (New Constr)			16,553.00										16,553.00	190,000.00	-173,447.00	8.71%
7152 · Connection Fee Refunds		-20,815.00											-20,815.00			
7157 · Fixture Fee Refunds		-18,922.00											-18,922.00	-50,000.00	31,078.00	37.84%
7160 · PFP Pass Thru		-2,364.00											-2,364.00			
7165 · Meter Pass Thru Costs		1,523.06	590.50										2,113.56			
Total 7100 · Connection Fees		-40,577.94	27,826.00										-12,751.94	415,000.00	-427,751.94	-3.07%
7250 · CAMP Interest Income		24,757.50	25,124.91										49,882.41	200,000.00	-150,117.59	24.94%
7600 · Bond Revenues, G.O.			7.60										7.60	1,195,381.00	-1,195,373.40	0.0%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2024 through June 2025

													TOTAL			
	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25	Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
7650 · Water System Reliability														1,178,148.00	-1,178,148.00	
Total 7000 · Capital Account Revenues	-15,820.44	52,958.51											37,138.07	2,988,529.00	-2,951,390.93	1.24%
Total Other Income	-15,820.44	52,958.51											37,138.07	2,988,529.00	-2,951,390.93	1.24%
Other Expense																
8000 · Capital Improvement Program																
8100 · Water	9,257.50	13,536.19											22,793.69	3,615,000.00	-3,592,206.31	0.63%
Total 8000 · Capital Improvement Program	9,257.50	13,536.19											22,793.69	3,615,000.00	-3,592,206.31	0.63%
9000 · Capital Account Expenses																
9100 · Interest Expense - GO Bonds			4,087.29										4,087.29	46,384.00	-42,296.71	8.81%
9125 · PNC Equipment Lease Interest	245.28	473.83											719.11	4,761.00	-4,041.89	15.1%
9150 · SRF Loan														52,216.00	-52,216.00	
9210 · Conservation Program/Rebates														3,000.00	-3,000.00	
Total 9000 · Capital Account Expenses	245.28	4,561.12											4,806.40	106,361.00	-101,554.60	4.52%
Total Other Expense	9,502.78	18,097.31											27,600.09	3,721,361.00	-3,693,760.91	0.74%
Net Other Income	-25,323.22	34,861.20											9,537.98	-732,832.00	742,369.98	-1.3%
Net Income	48,716.57	125,302.91											174,019.48	-736,081.00	910,100.48	-23.64%

Montara Water Sanitary District

Check Detail

September 18 - 20, 2024

Date	Num	Name	Paid Amount	
Warrants List for Board of Directors Consent Agenda 10/03/2024				
SPLIT				
09/05/2024	14980	ACWA/JPIA	-18,216.66	PAID
09/05/2024	14967	Aztec Gardens	-1,065.00	PAID
09/05/2024	14969	CalPERS 457 Plan	-11,677.44	PAID
09/05/2024	14970	Fitzgerald Law Offices	-8,892.00	PAID
09/05/2024	14972	Huntington National Bank	-14,775.00	PAID
09/05/2024	14973	IEDA	-427.00	PAID
09/05/2024	14982	Kastama Strategic Consulting	-3,174.05	PAID
09/05/2024	14983	Rauch Communication Consultants	-2,847.12	PAID
09/05/2024	14975	RVE Accounting & Advisory Service	-9,870.00	PAID
09/05/2024	14977	Tech Solutions	-1,337.50	PAID
09/05/2024	14978	U.S. Bank PARS	-11,202.69	PAID
09/05/2024	14979	White Glove Housekeeping	-260.00	PAID
09/10/2024	14984	Lawyers Title Insurance	-5,000.00	PAID
09/18/2024	14988	Bay Alarm Company	-280.32	PAID
09/18/2024	14993	Cruzio Internet	-105.42	PAID
09/24/2024	15011	Lingo	-3,937.78	PAID
09/18/2024	14999	Medical Air Services Association Sept	-152.00	PAID
09/18/2024	15002	MUTUAL OF OMAHA	-514.66	PAID
09/18/2024	15003	ODP Business Solutions	-208.62	PAID
09/24/2024	15012	Pacific Gas & Electric	-8,146.87	PAID
09/18/2024	15006	Principal Life Insurance Company	-114.08	PAID
09/26/2024	15014	A-B Communications	-179.98	
09/18/2024	14989	Bill Softky Aug	-150.00	
09/26/2024	15017	Bill Softky Sept	-300.00	
09/26/2024	15019	Carlysle Young Sept	-150.00	
09/18/2024	14991	Carlysle Young Aug	-150.00	
09/27/2024	15030	Kastama Consulting	-5,350.29	
09/26/2024	15020	Kathryn Slater-Carter Sept	-300.00	
09/18/2024	14997	Kathryn Slater-Carter Aug	-150.00	
09/18/2024	14998	KBA Document Solutions	-69.78	
09/26/2024	15021	KBA Document Solutions	-46.13	
09/26/2024	15023	Medical Air Services Association Oct	-152.00	
09/26/2024	15025	PARS	-922.41	
09/18/2024	15004	PCT	-400.00	
09/26/2024	15026	Peter Dekker Sept	-150.00	
09/18/2024	15005	Peter Dekker Aug	-150.00	
09/26/2024	15027	Scott Boyd Sept	-150.00	
09/18/2024	15007	Scott Boyd Aug	-150.00	
09/26/2024	15028	Standard Insurance Co.	-499.89	

Montara Water Sanitary District Check Detail

September 18 - 20, 2024

Date	Num	Name	Paid Amount	
WATER				
09/18/2024	14985	Andreini Brothers, Inc.	-13,536.19	PAID
09/24/2024	15010	AT&T Mobility	-567.52	PAID
09/18/2024	14986	Badger Meter, Inc.	-115.50	PAID
09/18/2024	14994	Esbro Chemical	-1,226.93	PAID
09/18/2024	14995	Hach Company	-946.43	PAID
09/18/2024	15009	USALCO	-1,025.83	PAID
09/18/2024	14987	Balance Hydrologics, Inc.	-10,049.77	
09/18/2024	14990	BSK Lab	-2,116.00	
09/18/2024	14992	CLA-VAL	-12,963.63	
09/18/2024	15000	MWSD Sewer to GO BOND	-1,496.69	
09/18/2024	15001	Mossa Excavation	-24,038.84	
09/26/2024	15013	Wells Fargo Remittance Center	-7,115.42	
09/26/2024	15015	Andreini Brothers, Inc.	-5,072.10	
09/26/2024	15016	Badger Meter, Inc.	-115.38	
09/26/2024	15018	BSK Lab	-45.00	
09/26/2024	15022	McMaster-Carr Supply Co.	-453.39	
09/26/2024	15024	Pacific Gas & Electric	-2,017.73	
09/26/2024	15029	USA Blue Book	-3,406.67	

Montara Water Sanitary District Check Detail

September 18 - 20, 2024


Date	Num	Name	Paid Amount	
SEWER				
09/18/2024	14996	Hue & Cry Security Systems, Inc.	-430.08	PAID
09/18/2024	15008	Sewer Authority Mid-Coastside	-23,497.56	PAID



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: **October 3, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager 

SUBJECT: SAM Flow Report for July 2024

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

- Flow Report for July 2024
- Collection System Monthly Overflow Report - July 2024

The Average Daily Flow for Montara was 0.231 MGD in July 2024. There were 0 reportable overflows in July 2024 in the Montara System. SAM indicates there was 0.180 inches of rain in July 2024 in Montara.

RECOMMENDATION:

Review and File

Attachments

Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, July 2024

July 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
Total	0	0	0	0	0

12 Month Moving Total

	Total	12 month rolling Number			
		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	1	1	0	0	0
Total	1	1	0	0	0
		100%	0%	0%	0%

Reportable SSOs

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

SSOs / Year / 100 Miles

	Total	Number of S.S.O.'s /Year/100 Miles			
		HMB	GCSO	MWSD	SAM
July 2024	0.0	0.0	0.0	0.0	0.0
12 Month Moving Total	1.0	2.7	0.0	0.0	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	1.0	2.7	0.0	0.0	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

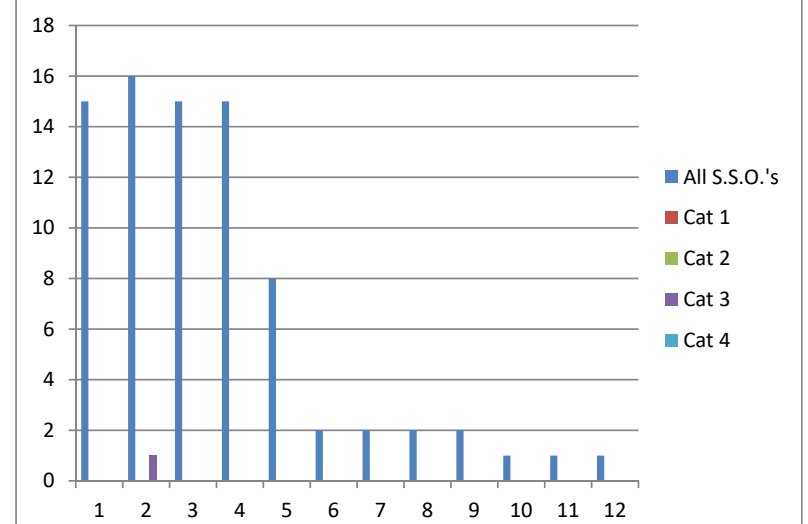
Month	HMB	GCSO	MWSD	Total Feet	Total Miles
Aug - 23	22,726	8,469	9,951	41,146	7.8
Sep - 23	13,355	14,640	5,960	33,955	6.4
Oct - 23	16,290	9,765	10,161	36,216	6.9
Nov - 23	10,835	9,620	10,746	31,201	5.9
Dec - 23	5,717	10,633	8,268	24,618	4.7
Jan - 24	4,029	14,785	12,144	30,958	5.9
Feb - 24	11,024	12,840	7,193	31,057	5.9
Mar - 24	10,744	6,990	6,117	23,851	4.5
Apr - 24	10,392	12,822	8,043	31,257	5.9
May - 24	10,558	10,835	4,694	26,087	4.9
June - 24	7,077	7,842	8,486	23,405	4.4
July - 24	10,921	11,376	5,137	27,434	5.2

Annual ft	133,668	130,617	96,900	361,185	
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Annual Mi.	25.3	24.7	18.4		68.4
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Attachment C

12 Month Moving SSO Totals Through July 2024



Attachment A

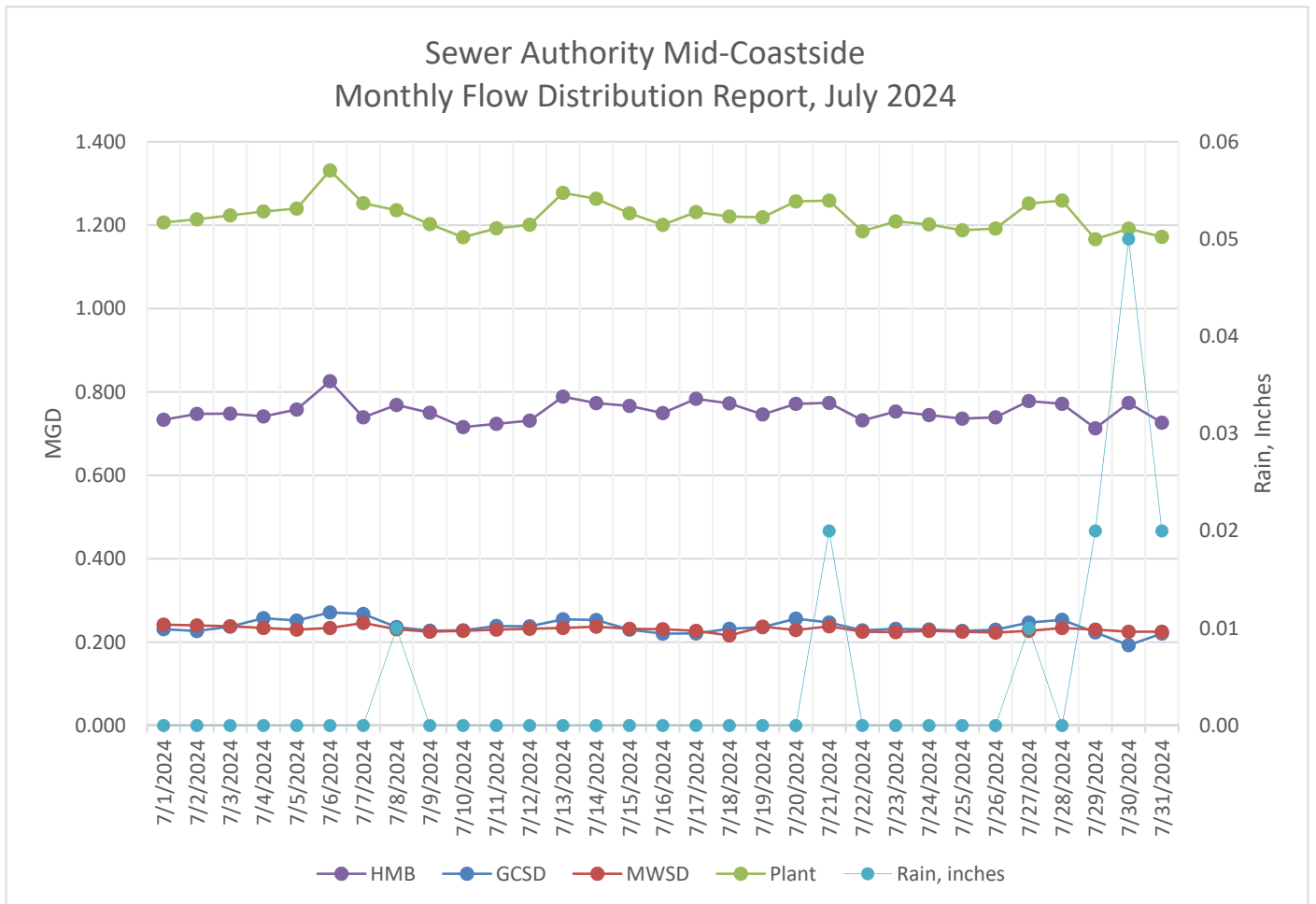
Flow Distribution Report Summary for July 2024

The daily flow report figures for the month of July 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	0.754	61.71%
Granada Community Services District	0.237	19.40%
Montara Water and Sanitary District	<u>0.231</u>	<u>18.89%</u>
Total	1.222	100.0%



Sewer Authority Mid-Coastside

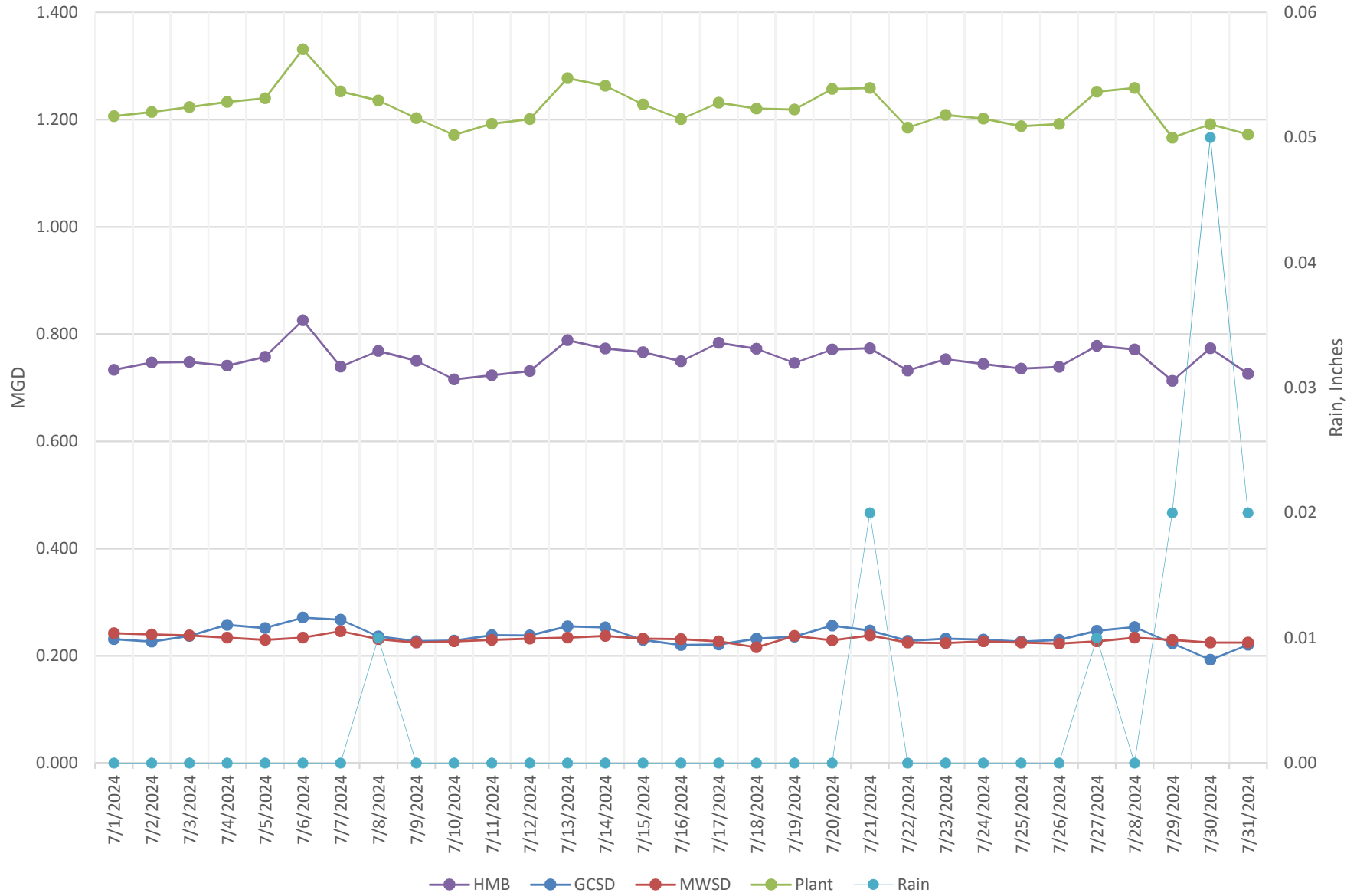
Monthly Flow Distribution Report for July 2024

<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>
7/1/2024	0.733	0.231	0.242	1.207	0.00	0.00	0.00
7/2/2024	0.747	0.227	0.240	1.214	0.00	0.00	0.00
7/3/2024	0.748	0.237	0.238	1.223	0.00	0.00	0.00
7/4/2024	0.741	0.257	0.234	1.233	0.00	0.00	0.00
7/5/2024	0.758	0.252	0.230	1.240	0.00	0.00	0.00
7/6/2024	0.826	0.271	0.234	1.331	0.00	0.00	0.00
7/7/2024	0.739	0.268	0.246	1.253	0.00	0.00	0.00
7/8/2024	0.769	0.236	0.231	1.236	0.01	0.00	0.00
7/9/2024	0.750	0.227	0.225	1.203	0.00	0.00	0.00
7/10/2024	0.716	0.228	0.227	1.171	0.00	0.00	0.00
7/11/2024	0.724	0.239	0.230	1.192	0.00	0.00	0.00
7/12/2024	0.731	0.238	0.232	1.201	0.00	0.00	0.00
7/13/2024	0.789	0.255	0.234	1.278	0.00	0.00	0.00
7/14/2024	0.773	0.253	0.237	1.263	0.00	0.00	0.00
7/15/2024	0.767	0.230	0.232	1.229	0.00	0.00	0.00
7/16/2024	0.749	0.220	0.231	1.201	0.00	0.00	0.00
7/17/2024	0.784	0.221	0.227	1.231	0.00	0.00	0.00
7/18/2024	0.773	0.232	0.216	1.221	0.00	0.00	0.00
7/19/2024	0.746	0.236	0.237	1.219	0.00	0.00	0.00
7/20/2024	0.772	0.256	0.229	1.257	0.00	0.00	0.00
7/21/2024	0.774	0.247	0.238	1.259	0.02	0.02	0.02
7/22/2024	0.732	0.228	0.225	1.185	0.00	0.00	0.00
7/23/2024	0.753	0.232	0.224	1.209	0.00	0.00	0.00
7/24/2024	0.745	0.230	0.227	1.202	0.00	0.00	0.00
7/25/2024	0.736	0.227	0.225	1.188	0.00	0.00	0.00
7/26/2024	0.739	0.230	0.223	1.192	0.00	0.00	0.00
7/27/2024	0.778	0.247	0.227	1.252	0.01	0.01	0.02
7/28/2024	0.772	0.254	0.234	1.259	0.00	0.00	0.02
7/29/2024	0.713	0.223	0.230	1.166	0.02	0.01	0.02
7/30/2024	0.774	0.193	0.225	1.192	0.05	0.05	0.07
7/31/2024	0.726	0.221	0.225	1.172	0.02	0.00	0.03
Totals	23.375	7.347	7.155	37.877	0.130	0.090	0.180

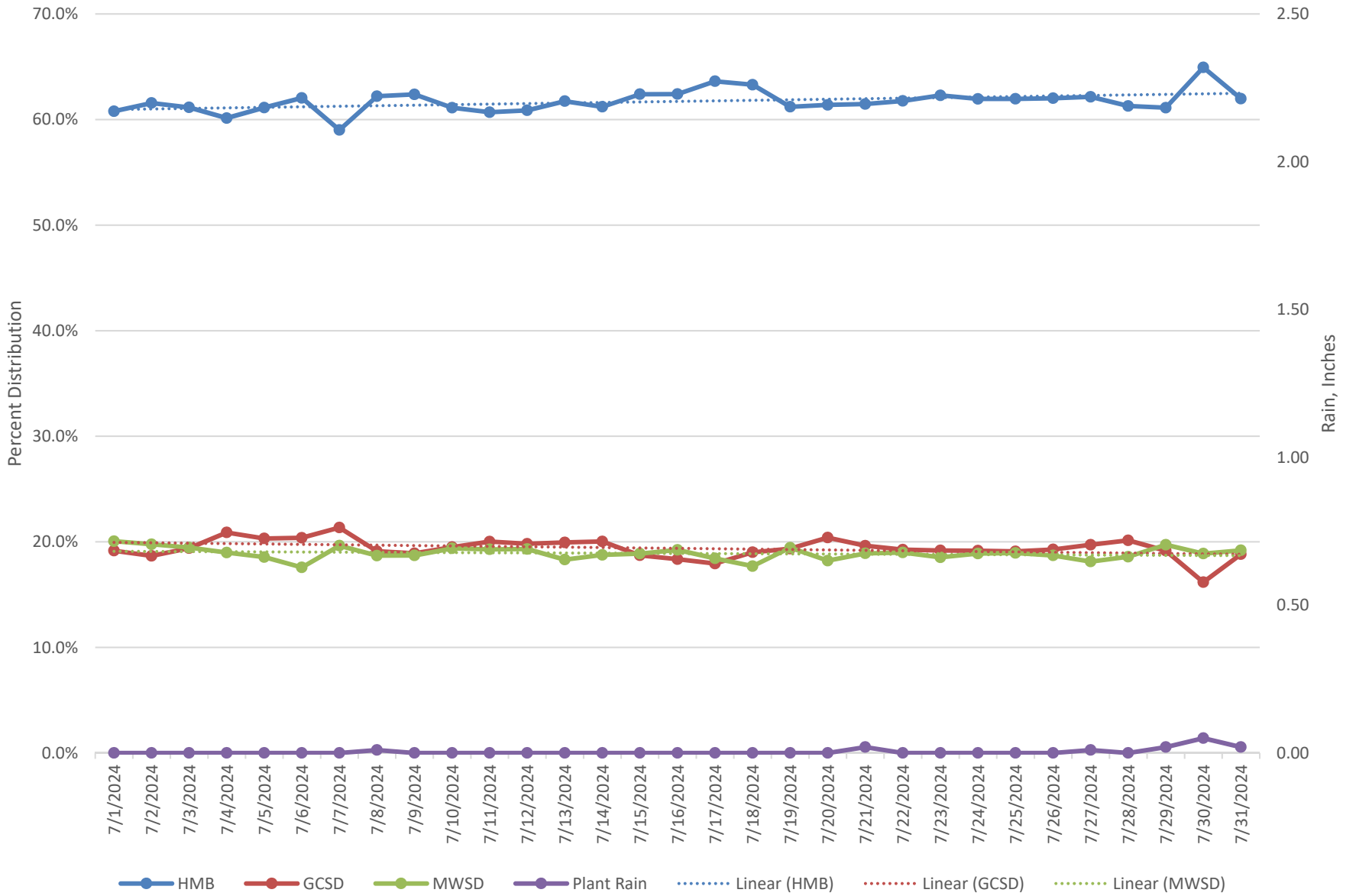
Summary

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.713	0.193	0.216	1.166
Average	0.754	0.237	0.231	1.222
Maximum	0.826	0.271	0.246	1.331
Distribution	61.71%	19.40%	18.89%	100.0%

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

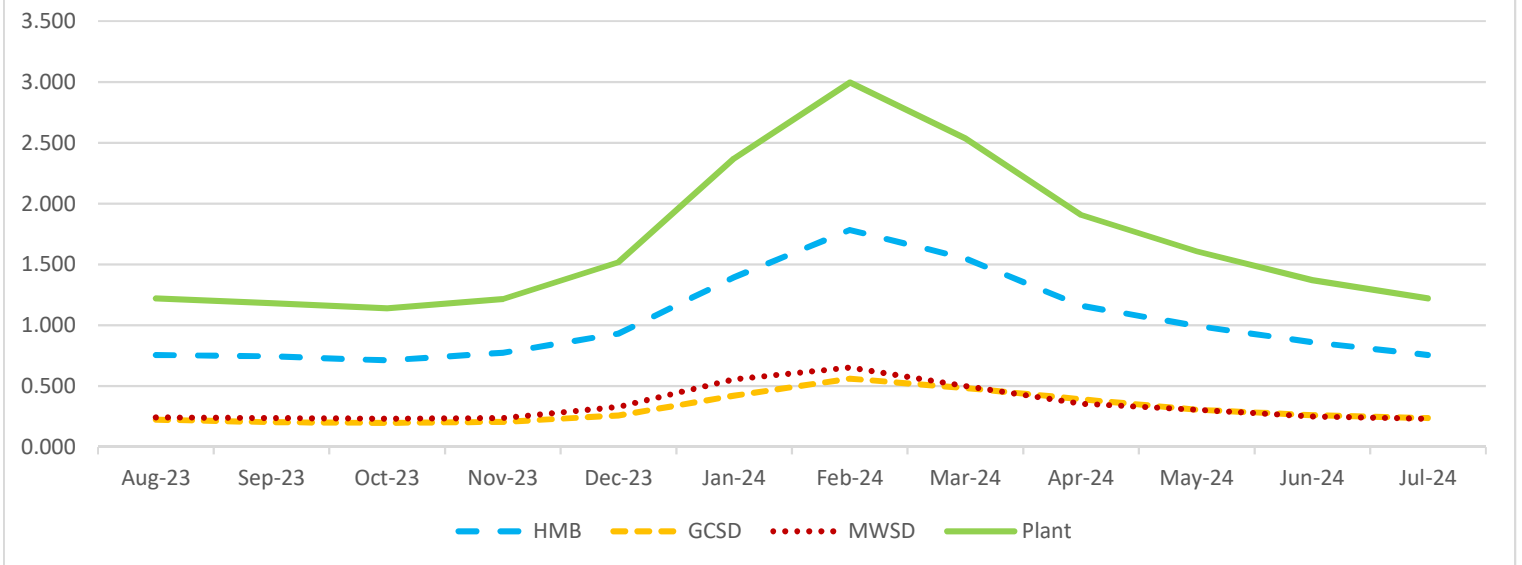


Percent Distribution July 2024

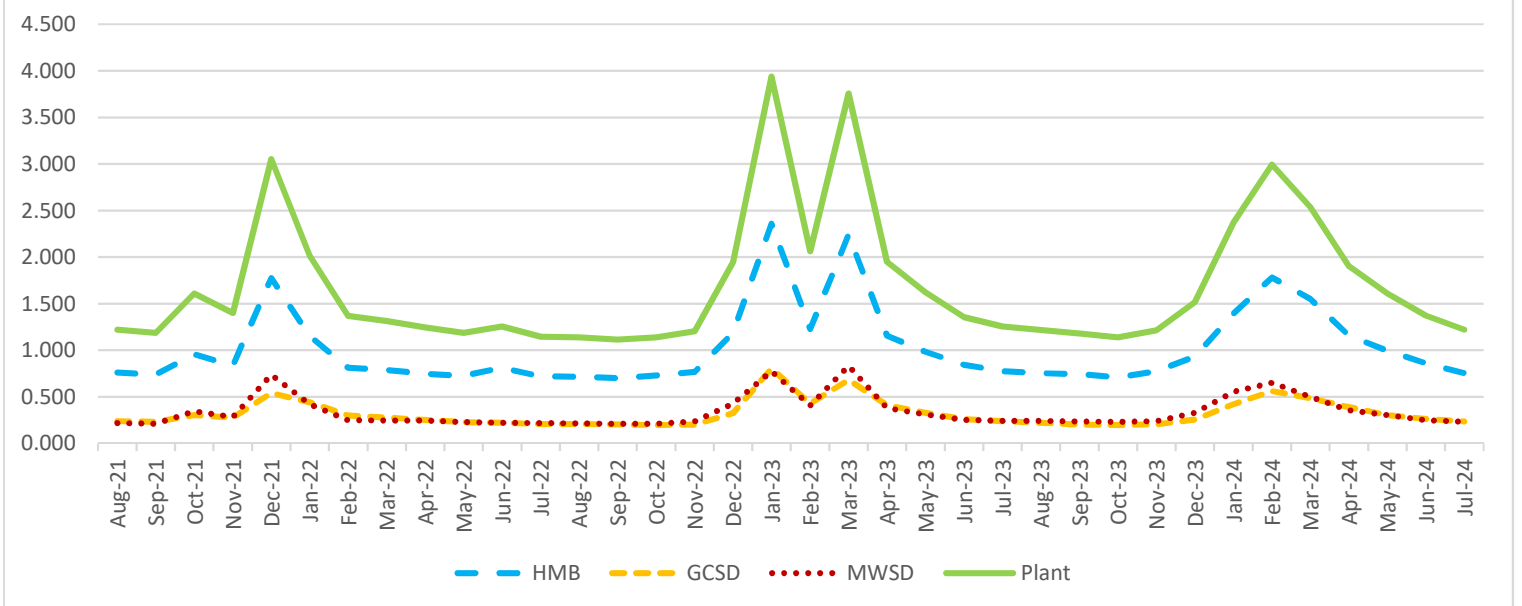


Most recent flow calibration January 2024 PS, January 2024 Plant inf

One Year Flow Chart
August 2023 - July 2024

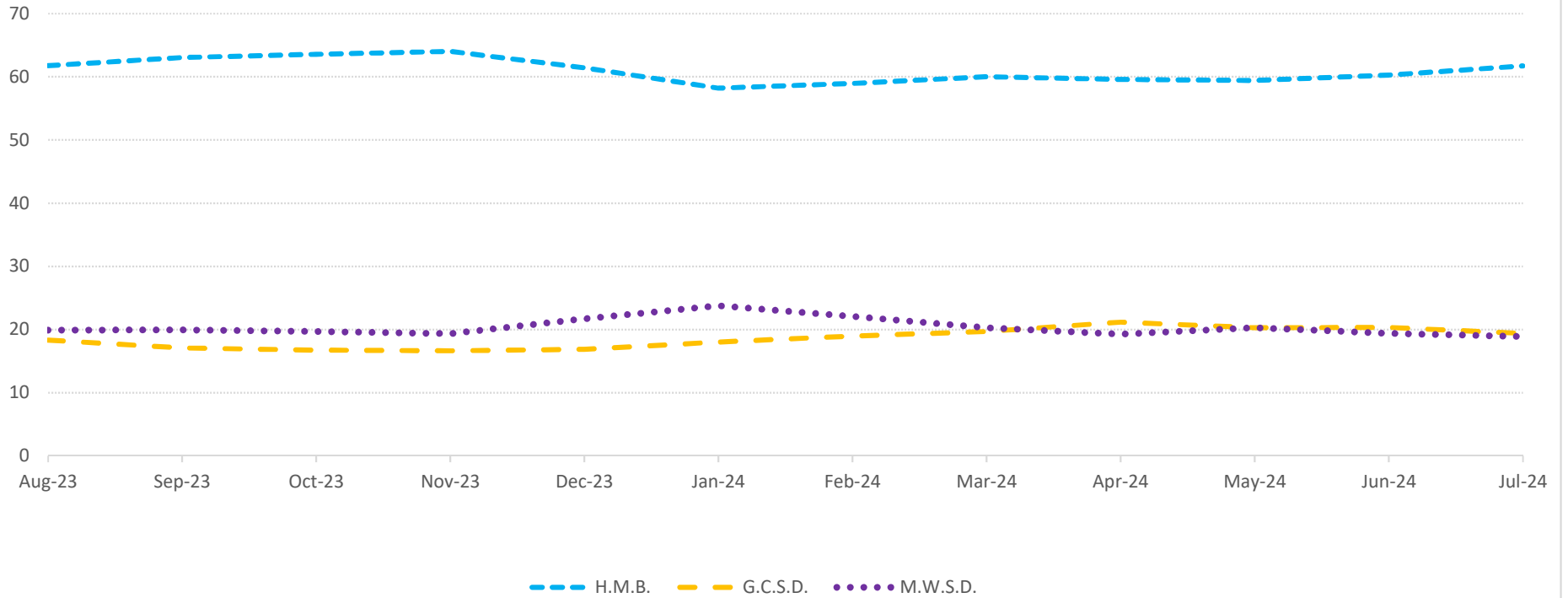


Three year flow chart
August 2021 - July 2024



Flow based percent distribution based for past year

1 year Distribution by %
August 2023 - July 2024





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: October 3, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

SUBJECT: Review of Current Investment Portfolio

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

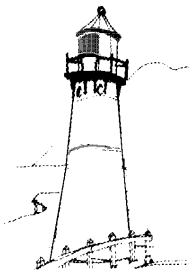
- The District has some of its idle sewer funds deposited in the State of California's Local Agency Investment Fund (LAIF). The Monthly Average interest rate for August 2024 was 4.579%. In early June 2024 staff moved most of the District's idle sewer funds into a new sewer account with the California Asset Management Program (CAMP) to take advantage of the higher interest returns. The current 7 day yield for 9/25/24 was 5.15%.

- The District has most of its idle water funds deposited in the California Asset Management Program (CAMP). The current 7 day yield for 9/25/24 was 5.15%.

- 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 CAMP as long as possible before transferring to the Wells Fargo checking accounts for disbursements.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **October 3, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

SUBJECT: Connection Permit Applications Received

As of October 3, 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 October 3, 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 October 3, 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 October 3rd, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Monthly Water Production Report

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

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

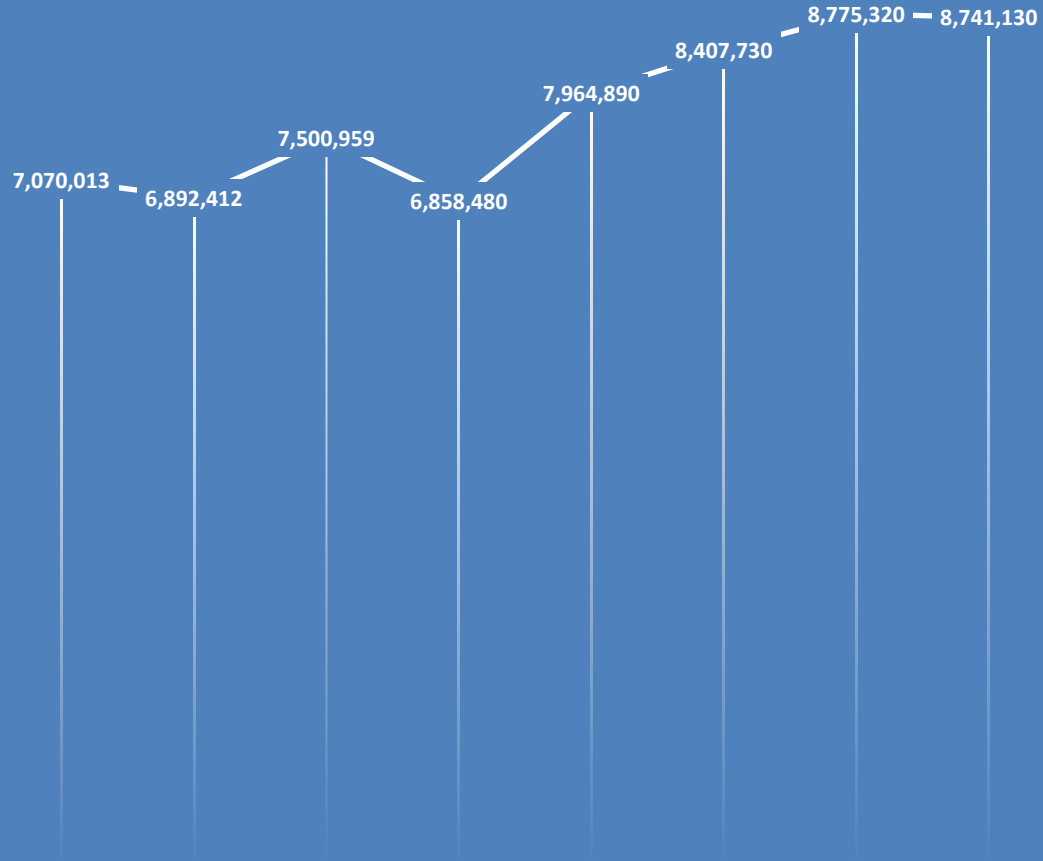
RECOMMENDATION:

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

Attachments: 2

TOTAL PRODUCTION 2024 (GALLONS)

GALLONS



	January	February	March	April	May	June	July	August	September	October	November	December
Total Production (Gallons)	7,070,013	6,892,412	7,500,959	6,858,480	7,964,890	8,407,730	8,775,320	8,741,130				

MONTH



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting of October 3rd, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Rain Report

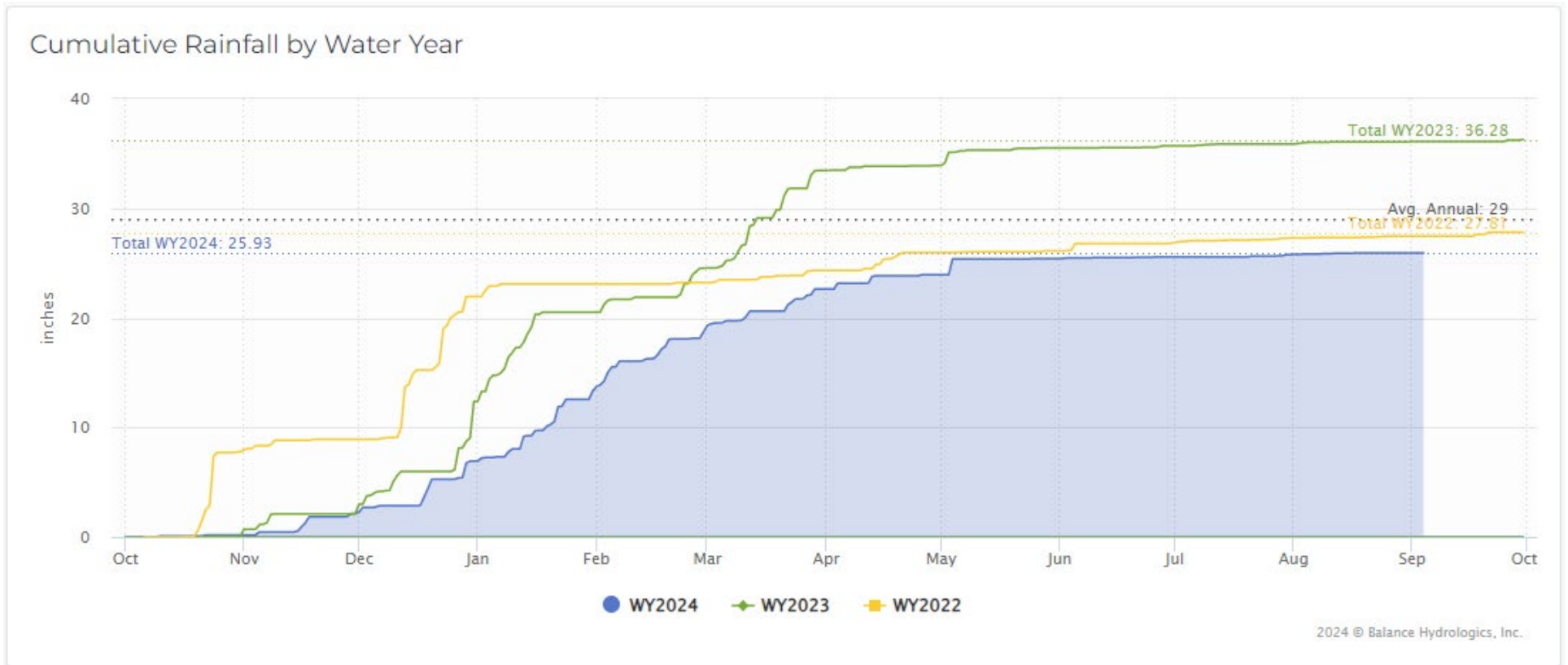
The attached chart shows the monthly rainfall at Alta Vista Treatment Plant for the current and prior water years along with seven-year average rain fall.

RECOMMENDATION:

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

Attachments: 2

Annual Cumulative Rainfall



Monthly Cumulative Rainfall





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: October 3rd, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

A handwritten signature in black ink, appearing to be 'CH' or similar initials, located to the right of the 'FROM' line.

SUBJECT: Monthly Solar Energy Report

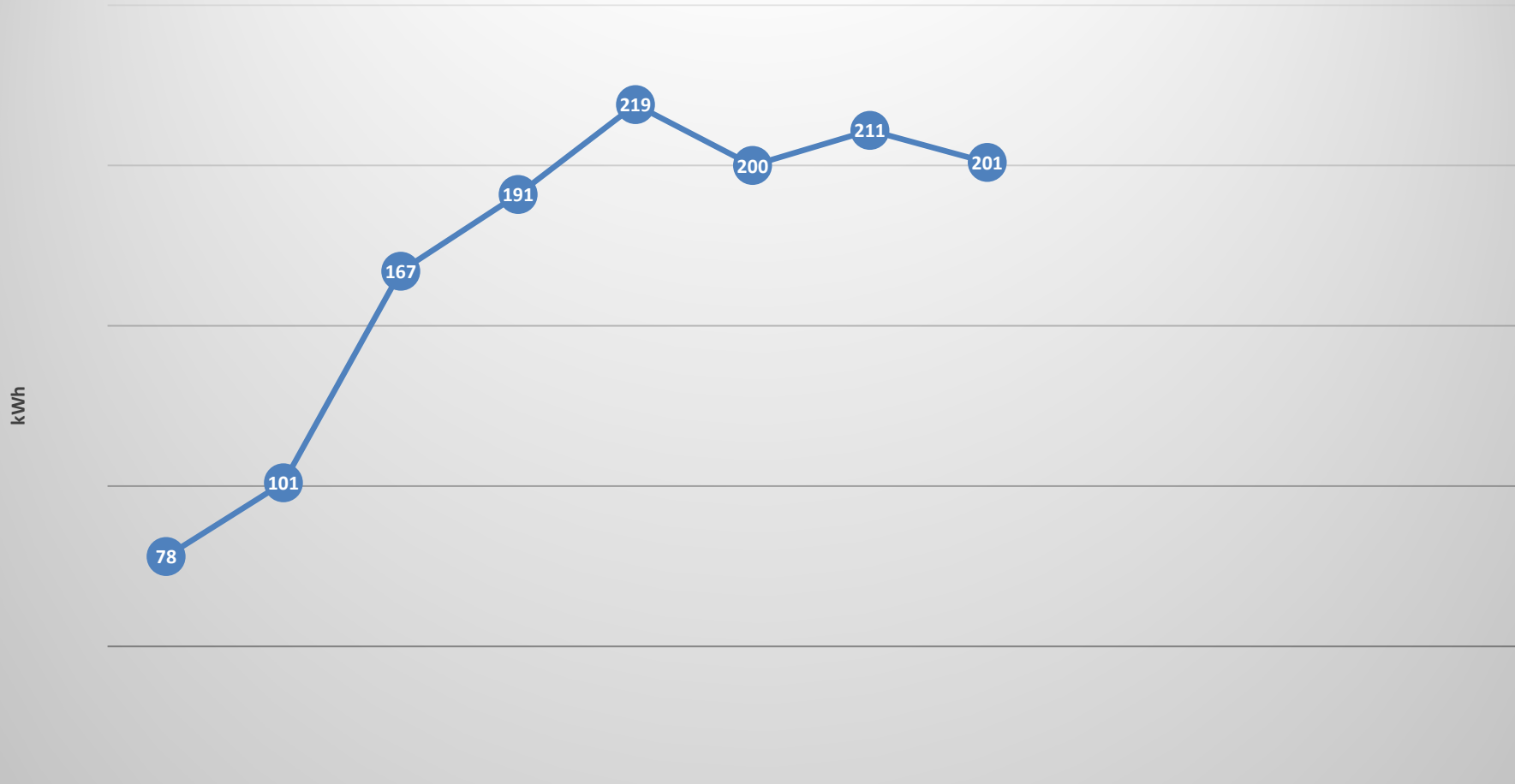
The attached chart summarizes the monthly solar production at the Alta Vista Array. Since the installation of the solar panels the District produced 52,450kWh and saved 89,165 lbs of CO₂.

RECOMMENDATION:

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

Attachments: 1

SOLAR ENERGY PRODUCED IN 2024 (kWh)



	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
total kWh	78	101	167	191	219	200	211	201				



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of **October 3, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

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

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

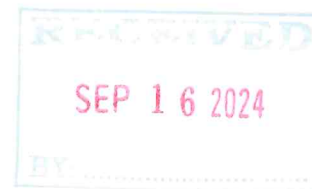
Contributions are calculated on a bi-weekly basis, and contributions are made on a monthly basis.

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
7/1/2024 to 7/31/2024**

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 7/1/2024	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 7/31/2024
Contributions	\$1,630,511.79	\$11,286.44	\$48,798.83	\$752.50	\$1,185.50	\$0.00	\$1,688,659.06
TOTAL	\$1,630,511.79	\$11,286.44	\$48,798.83	\$752.50	\$1,185.50	\$0.00	\$1,688,659.06

Investment Selection

PARS Capital Appreciation - Index

Investment Objective

The primary goal of the Capital Appreciation - Index 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	2.99%	8.28%	14.28%	4.1%	8.53%	-	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.

July 2024 PARS Statement Detail

PARS beginning Balance as of July 1, 2024 \$ 1,630,511.79

Contributions:

June 15, 2024 Calculation

Wages paid	37,496.48		
Employer - 7.30%		\$ 2,737.24	
Employee - 7.75%		\$ 2,905.98	
Contribution subtotal			\$ 5,643.22

Fund Impact - PARS Wages		
Sewer	Water	Total
12,083.84	25,412.64	37,496.48
882.12	1,855.12	2,737.24

June 30, 2024 Calculation

Wages paid	37,496.48		
Employer - 7.30%		\$ 2,737.24	
Employee - 7.75%		\$ 2,905.98	
Contribution Subtotal			\$ 5,643.22

Fund Impact - PARS Wages		
Sewer	Water	Total
12,083.84	25,412.64	37,496.48
882.12	1,855.12	2,737.24

Total Contributions thru June \$ 11,286.44

Rounding \$ -

Earnings/(Losses) \$ 48,798.83

Expenses \$ (752.50)

Distributions \$ (1,185.50)

PARS Ending Balance as of July 31, 2024 \$ 1,688,659.06



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **October 3, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Review and Possible Action Concerning Review
of Recology 2025 Solid Waste Rate Increase**

In accordance with the existing franchise agreement, Recology provided financial information to the District which requests a 22.36% rate increase for calendar year 2025.

During the most recent negotiated contract period of 2018 – 2028, MWSD established a rate cap of 6%, designed to prevent rate shock of our residents. The 6% agreed upon rate will be utilized for rate year 2025 with the remainder being carried over to future years when and if a full 6% rate increase is not justified.

For rate year 2025, our contract with Recology stipulates the utilization of a cost-based calculation as opposed to an index-based calculation. Cost-based adjustments occur every third year of the contract and are utilized to “true-up” differences between various index adjustments and Recology’s actual costs over the past two years. The cost-based adjustment utilizes Recology’s independently audited financial statements of their previous fiscal year, September 30, 2023.

For rate year 2025, the cost allocation to the District is \$1,719,774, of a total of \$13,767,293 which is confirmed via audited financials. Allocable expenses are then escalated by agreed upon index factors (CPI, percentage change in CA Gasoline & Diesel index, motor vehicle repair index & labor rates) to determine the basis for the upcoming rate change as well as including pass through costs related to recyclables processing & Ox Mountain disposal expenses are then added to the expense load.

The rate increase can be attributed to the increased costs of Organics processing, increase in labor & health insurance costs, and the cost of new vehicles.

The District’s accountants RVE Accounting & Advisory was asked to apply procedures to identify any mistakes associated with documents and calculations used by Recology to determine the 2025 Rate year adjustment factor.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **October 3, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

RECOMMENDATION:

Receive RVE Accounting & Advisory report on the review of the suggested rate increase.

Direct staff to move forward with an updated prop 218 notice utilizing the 6% rate increase cap as agreed upon between the District and Recology.

Attachments.

**CONSULTANT'S REPORT
APPLYING ANALYSIS FOR
MONTARA WATER AND SANITARY DISTRICT
FRANCHISE AGREEMENT
WITH
RECOLOGY OF THE COST
FOR
SOLID WASTE AND RECYCLING SERVICES**

Honorable Members
of the Board of Directors
Montara, California

We have performed the procedures described below, which were agreed to by the Montara Water and Sanitary District (District) solely to assist you with respect to identifying mistakes of accuracy of the calculation of the new rates for providing solid waste, organics and recycling services. The sufficiency of these procedures is solely the responsibility of the District. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Procedures, results, findings, and recommendations are as follows:

1. We obtained the Franchise Agreement between *The Montara Water and Sanitary District (Montara) and Recology of the Coast for Solid Waste and Recycling Services, effective October 1, 2013 (Agreement)* as well as the First Amendment to Franchise Agreement effective October 1, 2017, covering rate years 2018 through 2028, in order to gain an understanding of the terms, fees, services and reporting requirements outlined.
2. We obtained the outline for the calculation utilized to determine the year 2025 Rate Adjustment calculation, referred to as Exhibit E.
3. We obtained the audited financial statements for fiscal year ending September 30, 2023, and compared to Exhibit E allocated costs, which serves as the basis for application of indexed costs for the upcoming rate year.
4. We independently located and downloaded agreed upon indices used by Recology to determine the 2025 rate from the US Bureau of Labor and Statistics and US Energy Information Administration.

5. We confirmed the correct indices were utilized for the correct periods for the purpose of calculating the 2025 rate.
6. We re-calculated 2025 indices percentage change from prior year, as well as calculations and formulas utilized in Exhibit E to apply CPI index-based increases to operational expenses.

Results: We reviewed the Franchise Agreement between the District and Recology of the Coast (Recology) and noted that service rates are to change annually. We also noted that commencing January 1, 2025, updated service rates are to be determined by utilizing the "cost-based" methodology.

We noted the specified cost factors required for the cost-based Rate Adjustment methodology were used and indices, calculations and formulas were in alignment with the Franchise Agreement.

By applying the procedures identified above, we detected no deviations between the calculations prepared by Recology, and the terms of the Franchise Agreement. However, it was noted that Recology did not apply the 6% rate cap to the 2025 rate and instead proposed the full cost-based rate increase of 22.36%. The issue has been discussed with Recology management, but an updated rate schedule and Exhibit E has not been provided.

Deviation: As noted above, the failure to apply the 6% rate cap qualifies as a deviation from the current Franchise Agreement.

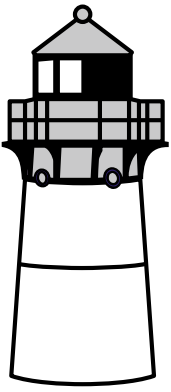
Conclusion: Recology is requesting a rate increase that does not adhere to the current Franchise Agreement.

Consultant's Recommendations: Delay the implementation of the updated 2025 rates until Recology provides a rate calculation based on the 6% agreed upon rate cap.

This report is intended solely for the information and use of management and District Board and is not intended to be and should not be used by anyone other than those specified parties.

A handwritten signature in black ink, appearing to read "Peter M." with a horizontal line extending from the end of the "M".

September 27, 2024



Montara Water & Sanitary District

NOTICE OF PUBLIC HEARING ON PROPOSED INCREASES TO GARBAGE COLLECTION, RECYCLING AND DISPOSAL FEES AND CHARGES

This Notice provides information about proposed increases in garbage collection, recycling and disposal fees and charges for those services provided by Recology of the Coast to MWSD customers.

HEARING DATE: Thursday, December 5, 2024

HEARING TIME: 7:30 p.m.

LOCATION: Montara Water and Sanitary District
8888 Cabrillo Highway
Montara, CA 94037

(Adjacent to the Point Montara Lighthouse & Hostel)

Hearing may be viewed via Zoom teleconference, details at MWSD.MONTARA.ORG

Dear Property Owner or Customer,

Montara Water and Sanitary District (MWSD) is proposing to adopt a 6.00% increase in garbage collection, recycling and disposal fees and charges for those services furnished by Recology of the Coast (Recology) under a franchise agreement with the District. The rates are proposed to go into effect on January 1, 2025.

The 2025 proposed increase is cost-based but limited by contract to no more than 6.00% per year.

What Do the Solid Waste Fees and Charges Pay for?

- On-going operating expenses to collect and dispose of all garbage and recyclable material, and to account for and bill customers.
- On-going expenses for equipment and supplies needed to operate.
- Capital expenditures to repair, replace, and upgrade garbage collection trucks and other equipment.
- Tipping fees (also called dump fees) at Ox Mountain Landfill in Half Moon Bay to dispose of all non-recycled waste.
- Transport to South Bayside Waste Management Authority (SBWMA) in San Carlos for food waste and green material composting.

How Can Customers Reduce Garbage Collection Fees and Charges?

By switching from a 32-gallon garbage collection receptacle to a 20-gallon receptacle, your new monthly collection fee charge would be \$40.55 instead of \$xx.xx. Currently in the MWSD service area, only a small percentage of customers use 20-gallon cans.

Take Advantage of Free Bulky Goods Collection. Four times a year, Recology will pick up one item up to 200 pounds or five 30-gallon bags for no additional charge.

Increase Recycling + Reduce Garbage + Switch to a 20-Gallon Can = Save Money

Pursuant to Government Code §53759, any judicial action or proceeding to attack, review, set aside, void, validate, or annul the District Board's adoption of the proposed water or sewer rates must be commenced within 120 days of the effective date or of the date of the final passage, adoption, or approval of the ordinance or resolution adopting the rates.

PLEASE CONTACT US IF YOU HAVE QUESTIONS OR COMMENTS

Tel: (650) 728-3545 • Email: mwsd@coastside.net • Write: P.O. Box 370131 Montara, CA 94037-0131

Proposed Garbage Collection,

The District is proposing an increase to garbage collection, recycling and disposal fees to cover costs of service.

Note: Although the rates are proposed to cover a one-year period, they will remain in effect after that year unless and until new rates are approved.

RESIDENTIAL	2024	2025
1. Basic, weekly collection of a single container placed in front of premises, wet and dry garbage ("first can service") in wheeled carts:		
One 20-gallon can collected once per week	\$33.09	\$33.09
One 32-gallon can collected once per week	\$40.55	\$40.55
One 64-gallon can collected once per week	\$133.22	\$133.22
2. Special Services (charges added to above, basic charges)		
Container placed at side or rear of dwelling - per container	\$10.13	\$10.13
Container not placed at specified collection point and return call required - per container	\$21.16	\$21.16
Extra 30-gallon bag with collection (excludes 20-gallon cart service) - per bag	\$10.93	\$10.93
Special collections combined with regular service, including collections for brush, yard clippings, boxes, etc.	Estimate	Estimate
3. Bulky goods dropoff service four times a year within Montara District limits, including greenwaste and motor oil in Recology provided bottles only	Included w/service	Included w/service
4. Weekly commingled recyclable materials collection (64-gallon wheeled cart)	Included w/service	Included w/service
5. Weekly food waste and green material collection, limited to one 96 gallon container provided by Recology	Included w/service	Included w/service
6. Bulky goods curbside collection service, limited to four (4) times a year One item up to 200 lbs or five, 30-gallon bags	Included w/service	Included w/service
7. Drop-off at Recycling Yard in Pacifica of motor oil, latex and oil paint, unpainted lumber, large pieces of metal, styrofoam, e-waste, large white goods, furniture, mattresses, large amounts of recyclable materials	Included w/service	Included w/service
8. Christmas trees free of charge thru January 31st	Included w/service	Included w/service
After January 31st charge is \$20 per tree for removal	\$20.00	\$20.00

DRAFT

To Estimate Your Monthly Bill Add Up the Services You Use.

Most residential customers only use weekly collection for a 32-gallon can, which would be \$XX.XX per month starting January 1, 2025.

Please take advantage of the many services included with your garbage fees.

Recycling and Disposal Fees

and equipment replacement by Recology of the Coast beginning Jan. 1, 2025, as described on these pages.

MULTI-FAMILY, COMMERCIAL AND INDUSTRIAL SERVICE	2024	2025
1. Service to restaurants, hotels, cafes, apartment houses, stores and similar places of business, factories, schools and institutions, wet and dry garbage-container limits: volume – 32-gal. cans (1/4 cu. Yd.), weight - 75 lbs.		
One 64-gallon can collected once per week	\$159.96	\$159.96
One 96-gallon can collected once per week	\$261.76	\$261.76
Additional 64- or 96-gallon commercial carts picked up more than once a week will be original charge times the number of pickups	Will Vary	Will Vary
2. Commercial Container Rental		
1 cubic yard box per month	\$72.78	\$72.78
2 cubic yard box per month	\$94.34	\$94.34
3. Commercial Container Collections		
1 cubic yard box per collection	\$61.49	\$61.49
2 cubic yard box per collection	\$122.36	\$122.36
4. Compacted Commercial Container Service		
1 cubic yard box per collection	\$120.03	\$120.03
2 cubic yard box per collection	\$242.46	\$242.46
5. Recycled materials collection up to five times a week	Included w/service	Included w/service

DEBRIS BOX SERVICE	2024	2025
1. Containers of 7, 14, 20 and 30 yard sizes		
Container rental and delivery and pickup charge	\$483.41	\$483.41
Additional \$67 fee per ton confirmed by disposal site weight slip	Tonnage Based	Tonnage Based

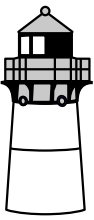
SPECIAL PROVISIONS (PGE CARE PROGRAM)	2024	2025
1. Financial hardship rate for weekly collection for single container placed in front of premises, wet and dry garbage		
15% reduction 20-gallon can	\$28.12	\$28.12
15% reduction 32-gallon can	\$33.36	\$33.36

DRAFT

How to Protest the Proposed Rate Increases

Property owners or customers may file written protests against the proposed rate increases. Pursuant to California law, protests must be submitted in writing and must a) identify the affected property or properties, such as by address, Assessor's Parcel Number, or customer account number; b) include the name and signature of the customer or property owner submitting the protest; and c) indicate opposition to the proposed garbage collection, recycling, and disposal fees and charges. Protests submitted by e-mail, facsimile, or other electronic means will not be accepted. The proposed rates will not be adopted if written protests are received from the owners or customers representing a majority of affected parcels. Only one protest accepted per parcel.

Written protests may be mailed to: District Clerk, Montara Water and Sanitary District, P.O. Box 370131, Montara, CA 94037-0131. Written protests may also be delivered to the District's headquarters at 8888 Cabrillo Highway. All written protests must be submitted prior to the close of the Public Hearing on **December 5, 2024.**



Montara Water and Sanitary District

PRSR STD
U.S. POSTAGE
PAID
XXX

P.O. Box 370131
Montara, CA 94037
Voice: 650-728-3545
Email: mwsd@coastside.net
Web: mwsd.montara.org

DIRECTORS

Scott Boyd, President
Kathryn Slater-Carter, President Pro Tem,
Secretary
Peter Dekker, Treasurer
Bill Softky, Director
Carlyle Ann (Cid) Young, Director

GENERAL MANAGER

Clemens Heldmaier

This was mailed using a legally mandated list. If you receive multiple copies, or do not receive service from Recology and received this in error, we apologize.

DRAFT

Montara Water & Sanitary District - NOTICE OF PUBLIC HEARING ON PROPOSED INCREASES IN GARBAGE COLLECTION, RECYCLING AND DISPOSAL FEES AND CHARGES

Montara Water and Sanitary District (MWSD) works every day to deliver water, garbage and sewer services for the residents of Montara, Moss Beach, and adjacent areas north of El Granada. Over 6,000 residents rely on our services for their homes and businesses. Under a franchise agreement with the District, garbage collection, recycling and disposal services are furnished by Recology of the Coast (Recology). The District is proposing to adopt a 6.00% increase in garbage collection, recycling and disposal fees and charges to maintain quality services in our area.

QUESTIONS OR COMMENTS?

Call: (650) 728-3545
8:30 AM to 5:00 PM Mon-Fri

Email: mwsd@coastside.net

Write: PO Box 370131,
Montara, CA 94037

Web: www.mwsd.montara.org

Attend: Public Hearing on
Thursday, December 5, 2024 at
7:30 PM at:

8888 Cabrillo Highway, Montara,
CA 94037 (Adjacent to the Point
Montara Lighthouse & Hostel)

Reasons for the Rate Increases:

Rate revisions are based on a comprehensive Rate Adjustment Schedule included in Recology's franchise that takes into consideration documented labor costs, workers compensation insurance premiums, vehicle-related costs, fuel costs, yard-waste processing costs, lease costs associated with vehicles and equipment, dump fees (also called tipping fees) charged at the Ox Mountain Landfill and South Bayside Waste Management Authority and all other costs of providing quality garbage, composting and recycling services.

The 2025 proposed increase is cost-based, however due to MWSD's contract with Recology, rate increases are limited to 6.00% per year. Rates in the Montara service area will remain below average in San Mateo County. The District will audit costs to ensure they are appropriate, and to maintain garbage service quality and keep customer bills low.

MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **October 3, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Review and Possible Action Concerning
District's Standard Specifications – Water
System**

District's staff has been experiencing issues with improper pipe abandonment by third parties, customary associated with applicant-funded project. Properly abandoning pipelines ensures that the material in the ground does not pose a hazard or environmental risk, and prevents risk to the public water from potential contamination.

The proposed procedure of pipeline abandonment will reduce long-term maintenance costs to the District by minimizing the risk of future complications arising from improperly abandoned underground piping.

RECOMMENDATION

Adopt the additional Standard 15-06 Amendment of Pipelines and SD-25 and direct staff to amend the District's Water System Standard Specifications accordingly.

15-06 ABANDONMENT OF PIPELINES

- A. THE CONTRACTOR SHALL REMOVE THE LATERAL LINE, THE OLD SADDLE & CORPORATION STOP. THE MAINLINE SHALL BE SECURELY CLAMPED USING A FULL-CIRCLE STAINLESS STEEL CLAMP WITH STAINLESS BOLTS TO ENSURE A LEAK PROOF SEAL. THE CLAMP MUST HAVE A PRESSURE RATING THAT MEETS OR EXCEEDS THE OPERATING PRESSURE OF THE MAINLINE.

- B. USE FULL CIRCLE REPAIR CLAMP MODEL 226 AS DEPICTED OR EQUAL MODEL. ANY REMAINING ABANDONED LATERAL SHOULD BE REMOVED AND DISPOSED OF IN ACCORDANCE WITH THE UNIFORM PLUMPING CODE.

- C. THE LATERAL ABANDONED BY MUNICIPALITIES OTHER THAN MWSD SHALL BE SUBJECTED TO THE REQUIREMENTS OF THE DISTRICT HAVING JURISDICTION, UNLESS OTHERWISE DIRECTED BY THE DISTRICT ENGINEER.

4

3

2

1

REVISIONS				
ZONE	REV	DESCRIPTION	DATE	APPROVED

D

D

C

C

B

B

A

A

LONG BOLT NUT

CLOSED LUG

BRIDGE PLATE

BOLT NUT

OPEN LUG

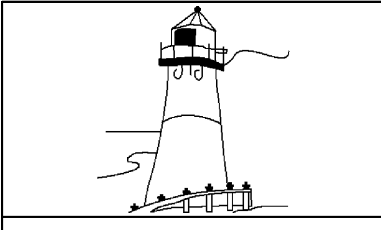
GASKET

BAND

NOTES:

- A. THE CONTRACTOR SHALL REMOVE THE LATERAL LINE, THE OLD SADDLE & CORPORATION STOP. THE MAINLINE SHALL BE SECURELY CLAMPED USING A FULL-CIRCLE STAINLESS STEEL CLAMP WITH STAINLESS BOLTS TO ENSURE A LEAK PROOF SEAL. THE CLAMP MUST HAVE A PRESSURE RATING THAT MEETS OR EXCEEDS THE OPERATING PRESSURE OF THE MAINLINE.
- B. USE FULL CIRCLE REPAIR CLAMP MODEL 226 AS DEPICTED OR EQUAL MODEL. ANY REMAINING ABANDONED LATERAL SHOULD BE REMOVED AND DISPOSED OF IN ACCORDANCE WITH THE UNIFORM PLUMBING CODE.
- C. THE LATERAL ABANDONED BY MUNICIPALITIES OTHER THAN MWSD SHALL BE SUBJECT TO THE REQUIREMENTS OF THE DISTRICT HAVING JURISDICTION, UNLESS OTHERWISE DIRECTED BY THE DISTRICT ENGINEER.

NOT TO SCALE



MONTARA WATER AND SANITARY DISTRICT

LATERAL PIPE LINE ABANDONMENT

SIZE	FSCM NO.	DWG NO.	REV
SCALE	NONE	DATE: SEP 2024	SHEET

SD-25

4

3

2

1



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: October 3, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

SUBJECT: Review of 2015 Strategic Plan

In 2015 the District adopted its current Strategic Plan. Since then many of the set goals have been implemented, others remain unresolved. For a variety of reasons the District's situation has changed in the past 9 years significantly. For example, the lawsuit brought from Half Moon Bay against the Coastside sewer service providers has shifted financial priorities and prevented SAM from investing in its infrastructure, continuously increasing liabilities to the rate payers of all Coastside sewer agencies.

At this point the current plan is outdated and a new planning process can adjust the District's actions to the changed circumstances. A newer board composition may change the desired focus on the issues the District will face in the years to come.

Staff and consultants plan to initiate a new Strategic Plan preparation in November. We anticipate that the process will take several months to complete.

RECOMMENDATION:

Review the 2015 MWSD Strategic Plan in preparation for the upcoming planning process.

Attachment



Montara Water and Sanitary District

2015 STRATEGIC PLAN



Prepared by: Rauch Communication Consultants Inc.

DIRECTORS

Scott Boyd, President

Jim Harvey, President pro tem

Kathryn Slater-Carter, Treasurer

Dwight Wilson, Secretary

Bill Huber, Director

GENERAL MANAGER

Clemens Heldmaier

8888 Cabrillo Hwy • Montara, CA 94037 • (650) 728-3545 • mwsd.montara.org

PARTICIPANTS:

BOARD OF DIRECTORS

Scott Boyd, President, SAM representative

Jim Harvey, President pro tem, SAM representative

Kathryn Slater-Carter, Treasurer, SAM alternate

Dwight Wilson, Secretary

Bill Huber, Director

DISTRICT MANAGEMENT STAFF

Clemens Heldmaier, General Manager

CONSULTANT

Martin Rauch, Managing Consultant

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4. Staff Work Plan

5. Expectations and Results

Achieving Expectations

Ensuring Results

1. INTRODUCTION: Purpose of the Plan

Planning is strategic when it helps move an organization forward from its current situation to its desired future.

This Strategic Plan is the District's highest level planning document, and represents the Board's direction for the future, and the staff's work plan for implementing it.

It was developed through a step-by-step process that included recognizing the District's operating environment, strengths and weaknesses of the organization, as well as opportunities and challenges.

It identifies the agency's mission, vision, and values, while providing a set of goals and objectives that becomes a framework for all decision-making.

The Plan is also a practical working tool that provides clear direction to the staff about the Board's goals and objectives, and includes a work plan developed by the staff to meet those goals and objectives. As such, it is referred to regularly as a guide to District actions during the period covered.

To keep it fresh, it must be updated annually and rolled forward so that there is always a five-year guide to the future.

1. INTRODUCTION: Strategic Framework

The Strategic Plan is built from a series of logical components, described below and shown in the graphic.

Mission. The mission statement explains why the organization exists. It articulates the organization’s essential work in a brief sentence or two.

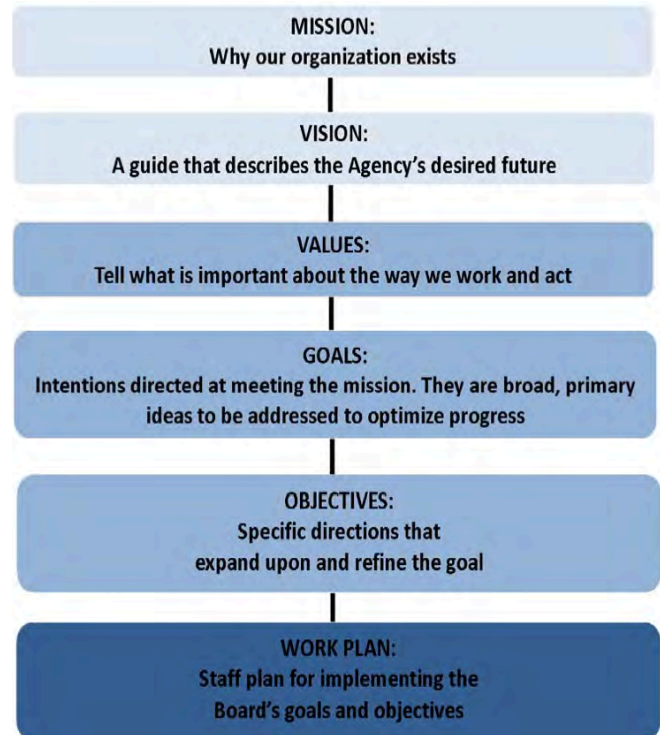
Vision. The vision articulates what the agency will become at a given time in the future. It is the strategic target which, when achieved, is the fulfillment of the agency's mission. As such, it is at the heart of the strategic planning process.

Values provide guidance when an agency is faced with challenging decisions that require tradeoffs, options and alternatives. Values are set by the Board, govern attitudes and behaviors, and generally remain constant over time.

Goals describe broad, primary areas of management, operations and planning that need to be addressed in accomplishing the mission. Goals are not connected to timelines.

Objectives are more specific directions that expand upon the goals. They are set by the Board. There may be multiple objectives for each goal. Objectives are SMART: Specific, Measurable, Attainable, Related to Goals, Time Certain.

Strategic Work Plan contains measurable, precise timetables and actions to accomplish the mission, goals, and objectives. They are assigned to individuals or departments. There may be multiple tasks for each objective that can be crossed off as finished.



2. PLAN DEVELOPMENT: Strategic Planning Process

The strategic planning process was carried out in the series of steps as outlined below.

Background Research. The consultants began by holding discussions with the General Manager.

Confidential Interviews. This was followed by a series of confidential interviews carried out by the consultant. The goal is for the interviewees to candidly express their interests and perspectives on the District's and its priorities.

The interviewees included the entire Board of Directors as well as numerous stakeholders, including leaders of neighboring local governments, customers and others as outlined below.

STAFF: Clemens Heldmaier, GM, and Julian Martinez, Superintendent of Water Operations

BOARD: Scott Boyd, Director; Dwight Wilson, Director; Bill Huber, Director; Jim Harvey, Director; and Kathryn Slater-Carter, Director

OTHER STAKEHOLDERS: David Dickson, Coastside County Water District GM; Gary Warhaftig, Montara Moss Beach Water Improvement Association; Leonard Woren, Granada Sanitary District Director; Peter Grenell, San Mateo County Harbor District; Paul Cole, Assistant Fire Chief; Robert Hopkins, Sewer Authority MidCoast GM; and Don Horsley, San Mateo County Supervisor.

CUSTOMERS: Lou Wall, Ex Director, Customer; Susan Hayward, Customer; Bill Kehoe, Customer; Michael Gasser, Customer; and Lisa Ketcham, Pillar Pointe Mobile Home Community.

Two Board Planning Workshops. The Board of Directors and senior management staff participated in two strategic planning workshops. At these workshops, the group reviewed the results of the interviews, undertook a number of exercises to examine the current state of the District, and identified critical issues and opportunities expected to confront the District in the future. Ultimately a plan was developed from this work that included an updated mission statement, vision, values, and strategic goals and objectives.

Community Meeting. On July 24, 2014 the District held a community meeting to obtain public input on the public planning process. The meeting was held at Cypress Meadows and about 70 members of the community participated. There was a very active exchange and sharing of ideas facilitated and recorded by Martin Rauch with support of District staff. Topics of discussion included:

- How should we prioritize investments?
- What improvements would you like to see in our services?
- What challenges and opportunities should we focus on?
- What is your long-range vision for the District and community?

Staff Work Plan. Once the policy level portions of the plan were completed in the Board workshops, the management team worked with the consultant to develop a detailed staff work plan designed to meet the mission of the District and strategic goals and objectives.

2. PLAN DEVELOPMENT: Rating the District Today

Before considering where the District wants to go in the future, it is important to understand where it is today. The group worked together to identify and rate a number of key features of the District as summarized below.

Each participant in the workshop was asked to rate various aspects of the District based on its performance as it stands today. Each participant selected aspects of the District to rate, graded them on a scale of 1 to 10 (10 being excellent), and included words to explain the reason for the rating. The results were averaged and summarized.

BELOW ARE THE CATEGORIES AND RATINGS PROVIDED BY THE PARTICIPANTS	
Avg. 8.6 9, 9, 8	Administration. Good job replacing mains and tanks compared to the past when the system was held together by rubber bands. While it is generally good, could do better.
Avg. 8+ 9, 8	Operations. Our small size makes us vulnerable due to the small number of staff and limited backup for personnel.
Avg. 9.5 9.5	Progress. We have made a lot of progress on infrastructure: water system, SSOs, pipe cleaning, financing of the sewer system. We also have good representatives on SAM.
Avg. 8+	Sewer. We need to continue working to reduce SSOs.
Avg. 8+	Water Quality. We have made tremendous improvement in water quality.
Avg. 7	Board Governance. There is opportunity for improvement here.
Avg. 6.6+ 6, 6, 7, 7, 7, 7	Rates and Finance. We developed a well-designed tiered rate. But the rate structure should be looked at again. The District generally has good controls, but there is room for improvement. District has a deficit and there is a need to address that.
Avg. 6	Watershed Protection. There are no immediate concerns, but we need to remain proactive to protect the groundwater and prevent degradation.
Avg. 5.2 2, 4, 5, 5,7, 8	Customer Service, Stakeholder Support and Customer Relations. The District generally has positive support, good customer service and is close to customers. However, our public is unaware of the constraints we operate under and our achievements. In addition, the perception of customers on wells is out of sync with reality. We need to explain better to them and reach out to all customers more. Board can help.
Avg. 5 5, 5	Intergovernmental Relations. There have been improvements, but it remains a difficult area. This is an area where both staff and board can work on and make improvements
Avg. 5 5, 5	Staff to Board Communication. There is room for improvement in the Manager's communication to the Board.
Avg. 5 5	Maturity. The District has matured in many ways administratively, in terms of engineering and finance, etc. But there is more work to do.
Avg. 4 6, 2	Emergency Planning. Need to update emergency planning, documentation and procedures. Need to develop plans for coordinating with others in emergencies.

2. PLAN DEVELOPMENT: Challenges & Opportunities

Below is a list of key issues and challenges identified in the process that are expected to face the District in the future. Each participant was asked to predict what issues the District would confront in the future. That list follows:

RATE STRUCTURE AND CHARGES

- Our rates are stable but on the high side and need to be raised.
- There will be a challenge to balance the needs of our customers and keeping costs affordable.
- The tiered system is not meeting needs and needs to be evaluated and reconsidered.
- Consider new financial options such as using property taxes 100% for water to help pay off the debt.
- Providing adequate reserves.

WATER SUPPLY

- Maintaining our sources of water and water independence.
- Increasing the water supply is critical both in the hills and at the airport.

PRIVATE WELLS

- Need to deal with wells drawing on the aquifer
- Well conversions. If people understood the costs, quality, testing, they may be happy to hook up.
- Need to clarify our policies. We don't force people to connect, but it is better for the groundwater aquifer, better for many landowners in the long-run and better for District revenue if they do.
- Need to improve how we work with the County to ensure seamless permits.

MAINTAINING LOCAL GOVERNANCE AND RELATIONSHIPS WITH OTHERS.

- There are always pressures from outside to do this or that and it is distracting. Need to square away relationships so our status is accepted and we have positive relationships.

WATER QUALITY

- Dealing with water quality issues at the airport.

PARTICIPATION IN SAM

- Changeover of SAM representatives and staff causes a challenge with maintaining a historical view and continuity.
- Changeovers also provide an opportunity to develop relationships with new people.
- Ever rising regulations increases costs and complexity.

STAFFING

- Having a small staff makes it difficult to have adequate breadth of expertise and depth to schedule efficiently and provide backup

DROUGHT AND CLIMATE CHANGE

- Our water supply independence is a good thing. Hetch-Hetchy crosses major faults.
- But we have to ensure groundwater is maintained for future.
- Need conservation strategy.
- Needs plan for managing wells.

OUTREACH

- We have made progress but need to communicate more with the public.
- We have work to do to build positive public understanding.
- If we could provide funding, the hospital and school could probably reduce use more.

CONSIDER BEING A CSD

- There are a range of possibilities: internet income, solar power to reduce costs, develop recycled water, etc.

COMMUNITY SUSTAINABILITY

- There are limited resources.
- Ensuring growth is managed by land use authorities (County). Districts position is that it should provide services to approve growth and not be dragged into land use.

2. PLAN DEVELOPMENT: Priority Issues

The group was asked to identify the five most important issues that MSWD must resolve in the coming years. The results are shown below, with 1 being the highest priority. Priorities are important since in practice it is not possible to accomplish everything at once and that there are limits on time, money and personnel resources.

HIGHEST PRIORITY ISSUES	
Avg. 1 1, 1, 1	Water Rate Structure and Rates. Need adequate rates to cover expenses, encourage well connections, and resolve the deficit.
Avg. 1.5 1, 2	Finances, Rates and Economic Health. Determine if we can encourage voluntary connections and help improve income and reserves.
Avg. 2 1, 2, 3	Well Connections. The sooner the District can resolve well connection issues the better. Bringing in Pillar Ridge and new well conversions lowers costs for all. Need to integrate new customers well.
Avg. 2 1, 3	Infrastructure Planning based on a long-term replacement model. Since we provide a service from source to release, we should be able to undertake long-term, informed planning based on lifecycle costs.
Avg. 2.5 2, 2, 3, 3	Developing and maintain the sources and quality of water. Need to improve our portfolio of water sources (more varied wells), improve redundancy, and maintain the watershed.
Avg. 2 2	Community Sustainability Plans. What are our long-term demographics? Be prepared for growth or decline, changes in income, age, needed services, etc.
Avg. 2.7 1, 3, 4	Communication: Need to develop a marketing and public relations plan. Public needs to understand what we are doing and we need to hear from them.
Avg. 3.3 3, 4, 4, 4, 4, 5	Effective Intergovernmental Relationships. Establishing our primacy for carrying out our mission. Develop better, more positive intergovernmental relationships with others.
Avg. 4 4	Smarter Wastewater Treatment. The current system works, but could it be better or lower cost? What are best long term options for upgrades or changes that provide lowest lifecycle cost?
Avg. 5 5, 5	Internal Operations and Administration. Do we need to develop a needs assessment, evaluate staffing, internships, training for staff?
Avg. 5.5 5, 6	Regional and Local Emergency Plans. The long sewage pipe to Half Moon Bay is at risk. Recycling? (5, 6)

2. PLAN DEVELOPMENT: Input from Community Forum

Montara Water and Sanitation District reached out to obtain public input through direct one-on-one interviews, by asking for input via advertisements, press and web coverage, and by holding a community forum. About 70 members of the public participated in the meeting.

PUBLIC INPUT FROM THE FINAL COMMUNITY FORUM QUESTION IS SUMMARIZED BELOW:

“Five, ten or more years into the future, if you were granted power over the District, what three things would you change or keep the same.”

Note: topics with zero votes were nominated by the group but received no votes.

Total Votes	Priority Topic
35	No Consolidation
21	Develop Community Parks District
20	Develop our own internet service
18	Infrastructure Development
16	Water Quantity
11	Water Quality
9	Water Conservation Education
8	Keep (happy with) Staff
7	Lower Rates
6	Disaster Preparedness Ed.
4	SAM: Cost Control/more accountability
3	Bring back senior discount from Recology
1	Garbage Sustainability
0	Storm Water Usage
0	Cell Tower for better service
0	Compost Program Initiated
0	Drought Management
0	Improve sewer system
0	More press releases/outreach
0	Governance Quality



View of a postcard used to advertise the community forum.

3. STRATEGIC PLAN: Mission

A good mission statement should accurately explain why your organization exists and what it hopes to achieve in the future. It articulates the organization's essential work. The Board drafted and approved the following mission statement:

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.

3. STRATEGIC PLAN: Vision for the Future

A critical responsibility of the Board of Directors is to identify a vision for the District's future and then set goals and objectives to achieve it. This is the heart of the governance role, and starts with creations of a vision statement. The following vision statement was developed:

The Vision for the Montara Water and Sanitary District Board of Directors is:

Trusted and proven to cost-effectively provide our customers with the services they need.

3. STRATEGIC PLAN: Values

VALUES are what we consider important—what we believe is right and wrong. The Board is responsible for identifying values and being the guardian of values. Effective organizations identify and develop a clear, concise and shared meaning of values/beliefs, priorities, and direction so that every employee understands and can contribute in the right way. If defined, disseminated and followed, values will impact every aspect of the organization.

The following values emerged from the workshop discussion.

The values can be written as simple statements or posed as questions to help make difficult decisions.

Value Statements:	Values Posed as Questions
<i>To be trusted by the community</i>	<i>Will it enhance customers' trust in the District?</i>
<i>Represent and serve our community</i>	<i>Will it enable the District to better represent and serve our community?</i>
<i>Local control</i>	<i>Will it increase local control?</i>
<i>To provide quality services</i>	<i>Will it improve service quality?</i>
<i>To be responsive to the community and its changing needs</i>	<i>Will it result in better responsiveness to the community and its changing needs?</i>
<i>To be open and available to the public we serve</i>	<i>Will it make the District more open and available to the public we serve?</i>
<i>To use customer funds sustainably</i>	<i>Will it be cost-effective over time?</i>

3. STRATEGIC PLAN: Strategic Goals and Objectives

The goals and objectives are presented on the following pages. They, along with the mission, vision and values represent the core strategic direction provided in this plan.

GOAL 1. WATER SUPPLY PLANNING AND SOURCE WATER PROTECTION

Protect, maintain and develop existing and new water sources for best quality, cost and productivity, while ensuring the permanent sustainability of the District’s water supply and quality.

#	Objectives
1.1	The District will proactively protect and improve water quality and supply, where needed.
1.2	The District will ensure permanent water independence.
1.3	The District will incorporate phenomena such as seawater rise and weather extremes, and any other identified challenges in its planning and implementation of water programs.

GOAL 2. COMMUNICATION

Actively communicate with all stakeholders in a clear, factual, timely, two-way manner to foster understanding and alignment between the District and those it serves and works with.

#	Objectives
2.1	Staff will develop core messages and obtain board approval for them.
2.2	Staff will design and implement communication that is consistent with Board-approved messaging.
2.3	Staff will develop and follow an outreach plan and budget, and will consider and select among all outreach tools for cost-effectiveness and practicality (e.g. open houses, newsletters, press, social media, radio interviews, etc.)

GOAL 3. RATES AND FINANCE

Use the longest possible outlook for planning revenue needs, finances and rates. Base planning and decisions on a long-term, proactive understanding of finances, capital facility planning and operational and regulatory needs.

#	Objectives
3.1	Costs will be allocated through rates that are fair; and will be developed after evaluating all reasonable options beyond tiers, including how well connection options will influence rates.
3.2	Adopt and update new Rates by FY 2015/16.
3.3	Rates will be sustainable, steady, defensible, understandable and fair.
3.4	Use the longest reasonable outlook for planning infrastructure replacement needs, while recognizing that infrastructure planning is in flux.
3.5	Enable effective Board and public oversight of finances through effective and understandable financial reporting.
3.6	Develop a well conversion program that will promote voluntary conversions and the necessary incentives and communication tools to make it happen.

GOAL 4. GOVERNMENTAL RELATIONS

Promote collaborative relationships and partnerships

#	Objectives
4.1	Enhance board and staff relationships with other agencies (board work plan).
4.2	Enhance dialog with other agencies about collaborative opportunities for local parks, etc.

GOAL 5. ADDITIONAL SERVICES

Be open to providing additional services that are needed and desired within our service area.

#	Objectives
5.1	Be responsive to community desires for new services and take a leadership role in considering whether to provide additional services.
5.2	Examine each opportunity on a case-by-case basis. Evaluate and make clear any impact on quality, availability or cost of existing services.
5.3	Seek to provide services collaboratively when mutually beneficial partnerships can be found.

GOAL 6. OPERATIONS AND ADMINISTRATION

Develop and maintain an organizational structure and management policies that foster a high performing, stable and productive organization that learns and improves over time.

#	Objectives
6.1	Develop and implement a plan for retaining institutional knowledge.
6.2	Develop, follow and appropriately update procedures for Administration, Human Resources, and Management.
6.3	Emergency planning should be appropriately updated with documented procedures and methods in place for coordinating with others.

GOAL 7. BUILD AND MAINTAIN FACILITIES THAT ARE RELIABLE, ENVIRONMENTAL AND EFFICIENT

Plan, provide for and maintain District facilities and other physical assets to achieve long-term, reliable, environmentally sound, and efficient District operations.

#	Objectives
7.1	Manage the wastewater system with the objective of zero spills and zero permit violations.
7.2	Asset Management - Consider lifecycle costs in all facility construction, upgrades, maintenance and management decisions and activities. Continue with water and focus attention on sewer.
7.3	Creatively seek opportunities to maintain or improve quality while lowering costs.

GOAL 8. GOVERNANCE

The Board will govern lawfully, with an emphasis on (a) outward vision rather than internal preoccupation, (b) encouragement of diversity in viewpoints, (c) strategic leadership more than administrative detail, (d) clear distinction of board and general manager roles, (e) collective rather than individual decisions, (f) future rather than past or present, and (g) proactivity rather than reactivity.

#	Objectives
8.1	The Board will invest in itself and its members' training and governance capacity.
8.2	Continued Board development is to include orientation of new board members, and periodic consideration of Board governance effectiveness, including enhancing communication between Board members and between the Board and general manager

4. WORK PLAN: Staff Work Plan

The following pages contain the staff work plan, a linked series of actions developed by staff that, when accomplished, will meet the mission, vision, goals and objectives identified by the Board of Directors. The work plan is organized in a table format with the following features:

Priorities:

There are two kinds of priorities assumed in this work plan: 1) Importance; and 2) Time. It is possible for a priority to be critical in importance but not due for a long time. Conversely a priority may have low importance but be due promptly. The 1-3 numbering system incorporates a bit of both. The timing column indicates due dates. The numbering system is as follows:

1. Critical project that must be accomplished on Time.
2. Important project that can be delayed if needed to complete a #1 priority project.
3. Desirable project that can be delayed or cancelled to complete a #1 or #2 priority project.

1	No.	P.	Action	Lead	Comments	Timing	%	Status
2	1.0.0		Goal 1.0 - Water Supply Planning and Source Water Protection: Protect, maintain, and develop existing and new water sources for best quality, cost and productivity, while ensuring the permanent sustainability of the District's water supply and quality.	Goal				
3	1.1.0		The District will proactively protect and improve water quality and supply, where needed.	Obj				
4	1.1.1	1	Track development plans of public and private landowners (County, GGNRA, POST, etc.) for potential impacts to watershed, such as septic systems etc.	Clemens		Ongoing		When received
5	1.1.2		See 1.2.1	NA		NA		
6	1.1.3	2	Continue to establish groundwater level and stream-gauging programs to improve understanding of District's hydrology.	Clemens	With Balance Hydrologic	Dec-15		Annually
7	1.1.4	3	Develop an integrated regional water management plan for watershed protection, increased knowledge base and increased funding opportunities.	Clemens	Obtain Board approval, start negotiating w/ stakeholders by May-15	May-15		
8	1.1.5	3	Develop groundwater sustainability agency.	Clemens	Obtain Board approval, start negotiating w/ stakeholders by Dec-15	Dec-15		Due complete by 2022. Make annual status report
9	1.2.0		The District will ensure permanent water independence.	Obj				
10	1.2.1	1	Continue Renewal and Rehabilitation Program for existing groundwater and surface water sources to protect sustainability, water quality, and supply availability	Clemens	Funds currently still available, delayed due to lack of drilling rigs (drought)	Dec-15		Minimum of one well per annum
11	1.2.2	1	Proceed with Water Source Exploration on Caltrans Right of Way to ensure water supply reliability, source protection, and continued sustainability	Clemens	5 Boreholes allowed to test drill until April 2015. Extension can be requested	Dec-15		Deadline 2015
12	1.2.3	2	Negotiate extension to drill further exploratory wells after April 2015.	Clemens		Mar-15		Start negotiations before April
13	1.2.4	2	Continue developing a Supply and Demand Analysis on an annual basis to understand customer demands and plan future water supply, as necessary.	Tanya		Dec-15		Annually
14	1.3.0		The District will incorporate phenomena such as seawater rise and weather extremes, and any other identified challenges in its planning and implementation of water programs.	Obj				
15	1.3.1	3	Work with neighboring agencies to ensure secure long-term regional water supplies that aren't affected by climate change. See 1.1.4 and 1.4.5.	Clemens		NA		Ongoing as needed
16	1.3.2	2	Support SAM's Recycled Water Project Phase 1 and later, coast-wide, phases that offset use of local water sources, prevent seawater intrusion, creek restoration and improve long term water security.	Board	SAM reps and full Board play critical role. A political effort primarily.	Sep-15		Ongoing as needed. Evaluate annually
17	2.0.0		Goal 2 - Communication: Actively communicate with all stakeholders in a clear, factual, timely, two-way manner to foster understanding and alignment between the District and those it serves and works with.	Goal				
18	2.1.0		Staff will develop core messages and obtain board approval for them.	Obj				
19	2.1.1	NA	See 2.2.1 and 2.2.2	Martin		May-15		
20	2.2.0		Staff will design and implement communication that is consistent with Board-approved messaging.	Obj				
21	2.2.1	1	Develop an Outreach Plan and budget for Board approval.	Martin	Consultant Support	May-15		Start in March
22	2.2.2	2	Implement Outreach Plan.	Clemens	Consultant Support	Jun-15		See Plan
23	2.2.3	2	Prepare and distribute initial newsletter, future editions depending on Outreach Plan.	Martin	Consultant Support	Apr-15		Start Now?
24	2.3.0		Staff will develop and follow an outreach plan and budget, and will consider and select among all outreach tools for cost-effectiveness and practicality (e.g. open houses, newsletters, press, social media, radio interviews, etc.)	Obj				

24	No.	P.	Action	Lead	Comments	Timing	%	Status
25	2.3.1	NA	See 2.2.1 and 2.2.2 above	Clemens	Consultant	May-15		
26	2.4.3	3	Complete under construction areas of website	Martin		Apr-15		April
27	3.0.0		Goal 3 - Rates and Finance: Use the longest possible outlook for planning revenue needs, finance and rates. Base planning and decisions will be based on a long-term, proactive understanding of finances, capital facility planning, and operational and regulatory needs.	Goal				
28	3.1.0		Costs will be allocated through rates that are fair by class and customer, and will be developed after evaluating all reasonable options beyond tiers, including how well connection options will influence rates.	Obj				
29	3.1.1	1	Complete Water Rate Study.	Clemens	With Bartle Wells	Apr-15		Effective July-15
30	3.2.0		Add and update new rates by FY 2015/16	Obj		FY 15/16		
31	3.2.1	1	Implement annual solid waste rate changes in accordance with the franchise agreement	Clemens		Dec-15		
32	3.2.2	1	Evaluate Sewer Service Charges and implement necessary rate increases or proposition 218 processes.	Clemens	With Bartle Wells	Apr-15		Annually. Effective July-15
33	3.3.0		Rates will be sustainable, steady, defensible, understandable and fair.	Obj				
34	3.3.1	2	See 3.1.1, 3.2.2, and 3.2.1.	Board		NA		
35	3.4.0		Use the longest reasonable outlook for planning infrastructure replacement needs, while recognizing that infrastructure planning is in flux.	Obj				
36	3.4.1	3	Include in the Capital Improvement Program (CIP) future anticipated replacement cost for the upcoming 10 years and evaluate funding possibilities.	Tanya + Pippin		Jun-15		
37	3.5.0		Enable effective Board and public oversight of finances through effective and understandable financial reporting.	Obj				
38	3.5.1	2	Complete bi-annual finance review by Finance Committee and Board.	Clemens	With Peter	Mar-15		
39	3.5.2	2	Identify key financial highlights and summarize for Board review.	Clemens	Clemens discuss with Board in budget season.	Apr-15		Based on Board Input
40	3.6.0		Develop a well conversion program that will promote voluntary conversions and the necessary incentives and communication tools to make it happen.	Obj				
41	3.6.1	2	Evaluate the possibility of well conversion loan program based on existing models.	Clemens	With Bartle Wells + Schricker	Oct-15		Share with public
42	3.6.2	3	Consider other strategies to increase voluntary well conversions.	Clemens		Oct-15		Share with public
43	4.0.0		Goal 4 - Government Relations: Promote collaborative relationships and partnerships.					
44	4.1.0		Enhance Board and staff relationships with other agencies (Board Work Plan).	Obj				
45	4.1.1	3	General Manager will develop tangible opportunities for Directors to assist with inter-agency collaboration.	Clemens		Ongoing		
46	4.1.2	3	Include suggestions for Boardmember engagement in the community and region in future Board agendas as opportunities arise.	Pres.		Mar-15		
47	4.1.3	3	Promote staff-level collaboration on inter-agency projects by setting up meetings with local agencies that are critical to project success.	Clemens		Timing		
48	4.2.0		Enhance dialog with other agencies about collaborative opportunities for local parks, etc.	Obj				
49	4.2.1	1	Seek to make the Caltrans Public Right of Way accessible for groundwater supply and community recreation.	Clemens	Need Board support	Jun-15		Underway. Evaluate progress biannually
50	4.2.2	3	See 5.1.2 and 5.3.1					
51	5.0.0		Goal 5 - Additional Services: Be open to providing additional services that are needed and desired within our service area.					
52	5.1.0		Be responsive to community desires for new services and take a leadership role in considering whether to provide additional services.	Obj				

52	No.	P.	Action	Lead	Comments	Timing	%	Status
53	5.1.2	3	Research and track opportunities to collaborate with San Mateo County on providing energy to the Montara and Moss Beach communities.	Clemens	Mostly about tracking and following. Considering seeking a seat at the table.	Aug-15		Ongoing. Annual Board discussion
54	5.2.0		Examine each opportunity on a case-by-case basis. Evaluate and make clear any impact on quality, availability or cost of existing services.	Obj				
55	5.2.1	2	When opportunities for providing additional services are presented or discovered, each will be considered by a case-by-case basis.	Clemens	Board Support	NA		
56	5.3.0		Seek to provide services collaboratively when mutually beneficial partnerships can be found.	Obj				
57	5.3.1	3	Continue to seek opportunities to collaborate and develop partnerships with local agencies and present viable opportunities to the Board.	Clemens	Board Support	Sep-15		Ongoing. Annual Board discussion
58	6.0.0		Goal 6 - Operations and Administration: Develop and maintain an organizational structure and management policies that foster a high performing, stable and productive organization that learns and improves over time.					
59	6.1.0		Develop and implement a plan for retaining institutional knowledge.	Obj				
60	6.1.1	1	Complete Salary Study and evaluate implementation strategies for retaining staff, including implementation of effective qualitative strategies, including employee incentives.	IEDA	With Clemens	Apr-15		
61	6.1.3	2	Assess staffing levels in terms of stress and reliability to meet District needs. Include succession planning and ability to deal with major personnel interruptions.	Clemens	With IEDA	Nov-15		
62	6.2.0		Develop, follow and appropriately update procedures for Administration, Human Resources, and Management.	Obj				
63	6.2.1	2	Review and update Employee Manual.	IEDA	With Clemens	Mar-16		
64	6.2.2	3	Review and update all District policies and procedures and suggest additions and updates.	Clemens		Aug-16		
65	6.3.0		Emergency planning should be appropriately updated with documented procedures and methods in place for coordinating with others.	Obj				
66	6.3.1	2	Update the existing Emergency Response and Recovery Plan (ERRP) to maintain a relevant emergency planning document.	Clemens		Aug-15		Every five years
67	6.3.2	3	Become a leader and a hub for local utility emergency planning.	Clemens	Need Board support	Nov-15		Annual update
68	6.3.3	2	Update drought contingency plan.	Clemens		May-16		Every five Years
69	7.0.0		Goal 7 - Build and Maintain Facilities that are Reliable, Environment, and Efficient: Plan, provide for, and maintain District facilities and other physical assets to achieve long-term reliable, environmentally sound and efficient District operations.					
70	7.1.0		Manage the wastewater system with the objective of zero spills and zero permit violations.					
71	7.1.1	1	Continue the implementation of a mainline replacement program, focused on areas prone to leaking and/or overflow.	Tanya	with Pippin	Jun-15		Annually. Review with budget
72	7.1.2	2	Implement improvements at wastewater lift stations to improve reliability and mitigate overflows.	Pippin		Jun-15		Annually. Review with budget
73	7.1.3	3	Evaluate other methods for the reduction of inflow and infiltration (I&I).	Pippin		Jun-15		Annually. Review with budget
74	7.2.0		Asset Management - Consider lifecycle costs in all facility construction, upgrades, maintenance and management decisions and activities. Continue with water and focus attention on sewer.	Obj				
75	7.2.1	3	Include lifecycle cost analysis in the Feasibility Studies for new facilities, facility upgrades, and/or maintenance activities.	Tanya	with Pippin	Jun-15		Annually. Review with budget
76	7.3.0		Creatively seek opportunities to maintain or improve quality while lowering costs.	Obj				
77	7.3.1	3	Research grant opportunities for installation of energy efficient technologies.	Tanya	with Pippin and Clemens	Jun-15		Annually. Review with budget

77	No.	P.	Action	Lead	Comments	Timing	%	Status
78	8.0.0		Goal 8: Governance. The Board will govern lawfully, with an emphasis on (a) outward vision rather than internal preoccupation; (b) encouragement of diversity in viewpoints; (c) strategic leadership more than administrative detail; (d) clear distinction of Board and general manager roles; (e) collective rather than individual decision-making; (f) future rather than past or present; and (g) proactivity rather than reactivity	Goal				
79	8.1.0		The Board will invest in itself and its members' training and governance capacity.	Obj				
80	8.1.1	2	Board consider need for additional training	Board		Oct-15		
81	8.2.0		Continued Board development is to include orientation of new board memers, and periodic consideration of Board governance effectiveness, including enhancing communication between Board members and between the Board and general manager	Obj				
82	8.2.1	2	Board will evaluate its own governance effectiveness, including its communciation with the GM and consider changes.	Board		Feb-16		Annually
83	8.2.2	2	Initiate discussion about selection and preparation of officers early in the year.	Board		Oct-16		Annually
84	8.2.3	2	Board will review strategic plan annually	Board		Feb-16		Annually

5. EXPECTATIONS AND RESULTS: Achieving Expectations

At the beginning of the first workshop, participants were each asked to share their expectations for the process—the expectations of individual participants are listed below. One goal of this process was to meet these expectations and we believe that we did.

- Keep open minds and clearly elaborate goals
- Bring the Board together on a well thought out course
- Achieve a full sharing of ideas, identify challenges and provide direction
- Get to know individual thoughts and perspectives
- No expectations
- Identify strengths and weaknesses. Set goals and priorities. Develop a vision that we can jointly work on
- Ultimately develop a plan to meet our needs for water, sewer, and garbage, in a way that is affordable and sustainable.

5. EXPECTATIONS AND RESULTS: Ensuring Results

In order to ensure that the plan is implemented and results are achieved, the District plans to take the following steps:

- Publish the Mission, Vision, Values Goals and Objectives on posters and handouts, and display them around the District.
- Incorporate the Mission, Vision, Values, Goals and Objectives into the employee handbook, as well as orientation and training materials for new employees.
- Actively implement the Work Plan by the management team.
- Incorporate Strategic Plan monitoring by Board committees as appropriate and provide a semi-annual report to the entire Board on progress.
- Review and update the Strategic Plan annually and roll it forward.



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



Montara Water and Sanitary District
2015 STRATEGIC PLAN

Prepared by:




936 Old Orchard Rd., Campbell, CA 95008 • 408.391.3117 • www.rauchcc.com



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **September 5, 2024**

FROM: Clemens Heldmaier, General Manager 

SUBJECT: General Manager's Report

Operations Report August

811 Dig Alerts

- 8/1/24- 141 Arbor. Work for utilities distribution, Gas-existing assets. Service line marked.
 - 100 Del Mar. Work for utilities distribution, Gas-existing assets. Main and service line marked.
 - 180 San Lucas. Road work/paving. Marks checked and still good.
 - 651 Stetson. Work for utilities distribution, Gas-existing assets. Service lines marked.
 - 455 Vermont. Work for soil sampling. Service line marked.
- 8/5/24- 125 Los Banos. PGE electric poles. No conflict within USA.
 - 990 Acacia. Work for utilities distribution, electric. Mains and service lines marked.
- 8/6/24- 120 Beach. Residential property work, fence/gate/wall. Mains and service lines marked.
 - 1841 SVR. Residential property work, utilities. Marked service line.
 - 370 13th. Residential property work, concrete. No conflict where work will be performed, marked service line.
 - 900 Harte. Pipe bursting project. All marks re-marked.
 - 5973 CA-1. Work for paving. No conflict.
 - 5999 CA-1. Work for paving. No conflict.
- 8/7/24- 8200 Cabrillo Hwy, 1372 Birch, 1396 Cedar, 1200 Date. Pipe bursting project. All marks re-marked.
- 8/8/24- 882 Stetson. New construction, multiple utilities distribution. Marked mains and service lines.
 - 671 Franklin. Residential property work, Footings/foundation work. Marked service line.
- 8/9/24- 570 Marine. Work for utilities distribution, sewer. Marked service line.
- 8/12/24- 910 Birch. Residential property work, solar/wind/geothermal/generator. No conflict.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **September 5, 2024**

FROM: Clemens Heldmaier, General Manager

- 8/16/24- 860 Harte. Utilities distribution, communications. Marks checked and re-marked where needed.
 - 1015 Birch. Work to install new water facilities. Main and service lines re-marked.
 - Airport Road. Big Wave Project. Work for grading and sit prep. Marked main and hydrants.
- 8/18/24- 155 7th. Pipe bursting project. All water re-marked including abandoned facilities.
- 8/19/24- 990 Acacia. Work for utilities distribution, Electrical. Mains and service lines marked.
 - 120 Beach. Residential property work, fence/gate/wall. Main and service lines marked.
 - 1700 Main. SMC road work. Main and valves marked.
 - 20 Afar. Work for utilities distribution, electrical. Private facilities, primary contact notified.
- 8/20/24- 100-120 Beach. Utilities distribution. Mains and service lines marked.
 - 408 Farallone. Pipe bursting project. Marks checked and re-marked.
 - 800 Harte. Pipe bursting project. Marks checked and re-marked.
 - 1075 Birch. Residential property work, Fence/gate/wall. Marked service line and meter.
- 8/22/24- 377 10th. PG&E, electric pole. No conflict.
 - 837 Stetson. Residential property work, Tree/root removal. Marked service line.
 - 1271 Cedar. Residential property work, Landscaping/irrigation. Meter box marked, no conflict.
- 8/26/24- 564 8th. PG&E, Electric pole. Marked mains, service lines, and meters.
 - 378 10th. PG&E, Electric pole. Marked mains, service lines, and meters.
 - 130 11th. PG&E, Electric pole. Marked mains, service lines, and meters.
 - Bernal, Howells, 1420 SVR, Harte, Ivy, Crescent, Park, Alton, Marine. Pipe bursting project. Checked marks and re-marked as needed.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **September 5, 2024**

FROM: Clemens Heldmaier, General Manager

- 8/27/24- 100 Del Mar. PG&E, Gas service. Marks checked and still good.
 - 141 Arbor. PG&E, Gas service. Marks checked and still good.
 - 651 Stetson. . PG&E, Gas service. Marks checked and still good.
 - 377 10th. PG&E, electric pole. Marked mains and service lines.
 - 280 12th. MWSD water leak repair.
 - 871 Harte. Pipe bursting project. Mains and service lines marked.
- 8/28/24- 1100 Birch. Pipe Bursting Project. Marked service line.
 - 999 Cedar. Residential property work, Solar/generator power. Marked service line and meter box.

Work Orders

- 8/1/24- 1924 SVR. Customer noticed water in embankment near his home and suspects possible leak at neighbors. No Cl₂ residual, no leak indicated on surrounding meters, neighbor has a reclaimed water irrigation system.
 - 215 9th. MOVO. Final read taken and water left on.
- 8/2/24- 827 Etheldore. Follow up inspection of water in front of property. TraceCl₂ residual, no active flow on surrounding meters, will continue to monitor.
 - 620 Edison. Customer suspects a leak and requests a profile. Profile pulled and found leaking irrigation system. Findings sent to customer.
- 8/6/24- 1122 Harte. MOVO. Final read taken and water left on.
- 8/7/24- 399 7th. Customer is concerned about high usage and requests a profile. No active flow when inspected, unable to pull profile due to dead endpoint, new register and endpoint installed. Profile pulled after several days and provided to customer.
 - 840 Lincoln. MOVO. Final read taken and water left on.
 - 601 Lancaster. Customer came into office and told staff his meter box lid was missing. MWSD operator installed new lid.
 - 111 Madrone. Contractor requests meter be located and meter stop be exorcized so they can perform work on the house. Meter located and meter stop exercised and works properly.
- 8/8/24- 199 Weinke Way. Customer received courtesy leak adjustment and requests a profile. No leak indicated when inspected, profile pulled and sent to customer. Customer supplied with toilet dye tablets.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **September 5, 2024**

FROM: Clemens Heldmaier, General Manager

- 1030 Airport. Plumber on site and needs water turned off. Read taken and water shut off at meter.
- 8/9/24- 180 Arbor. MOVO. Final read taken and water left on.
- 8/14/24- 304 12th. MOVO. Final read taken and water left on.
 - 390 5th. Customer received courtesy leak notice and requests profile to determine if leak has been repaired. Leak indicator on when meter was inspected and found leak had stopped one customers house valve was shut. Informed customer to contact MWSD once leak had been repaired to pull profile and follow up.
- 8/15/24- 1171 Date. Customer had water leak and requests a profile and leak adjustment. Profile pulled and sent to customer.
 - 731 Lancaster. Customer complaint about paint on hydrant in front of house. Hydrant prepped and repainted yellow.
- 8/17/24- 630 Vermont. Customer received courtesy leak notice and requests profile. Blue dial spinning slowly when meter inspected, profile pulled and accurate. Findings sent to customer.
- 8/19/24- 1155 Birch. Customer is concerned about high usage and believes the meter is faulty. Meter inspected and profile pulled, found leak in sprinkler system. Customer provided with findings.
- 8/21/24- 1217 Birch. Install new 5/8" meter for ADU. New meter installed and paperwork filed.
- 8/22/24- 1450 SVR. Customer had a leak and thinks its repaired and requests a profile. Leak indicated on meter when inspected, profile pulled and sent to customer.
- 8/26/24- 12th & Farallone. Resident called in about water leak. Leaking main found and repair scheduled.
- 8/28/24- 888 Ocean. Please locate meter and inspect. Meter located and inspected. Meter shut off 8/18/2004 when house was deemed condemned, meter was swapped in 2006, meter read is 0, meter has been puller from meter stop due to ground movement and broke off meter nut/gasket flange, did not energize service due to condition of meter stop and unknown condition of service line.
- 8/29/24- 1841 SVR. Install 3/4' PFP meter. Meter installed and paperwork filled out.
 - 670 George. MOVI. Start read taken and water turned on at meter.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **September 5, 2024**

FROM: Clemens Heldmaier, General Manager

- 330 Virginia. MOVI. Starte read taken and water turned on at meter.

After Hours Call Outs

- 8/6/24 – Water turn on at 1122 Harte.
- 8/8/24 – Water turn on at 1030 Airport.
- 8/11/24 – Low CL2 alarm at AVTP after Backwash. Operator cleaned and inspected CL2 pump and reestablished appropriate residual.
 - Water Quality complaint about particulate in water from home fixtures. Operator identified issue as build up from partially closed meter stop. Flushed until clear.
- 8/16/24 – Lock up office after Paul finished computer network updates.
- 8/26/24 – Water turn on at 1186 Birch
- 8/30/24 – Leaking irrigation system at 1356 Birch causing water to flow into neighbor's yard. Homeowners away on vacation. Operator shut off irrigation system using the designated ball valve and left a door tag.

Repairs and Leaks

- 8/20/24 – 120 Beach. 6" C900 line slipped out of the bell. Shut down at intersection in north entrance to Moss Beach Distillery. Two homes and the Distillery affected. 36" C900 drop-in with two long barrel couplers installed.
- 8/27/24 – 12th and Farallone. 2" coupler on downstream side of in line Pressure reducer failed. Replaced with new 2" coupler.

Miscellaneous

- Operation Dead Endpoint Absent Reads.
O.D.E.A.R.
 - 89 missed reads.
 - 10 missed reads not on missed read report.
 - 5 High Usages
 - 2 MIA meters located.

Maintenance

- Lead and copper service line inventory. Completed over 50% of district inventory.
- 5 dead meters replaced.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **September 5, 2024**

FROM: Clemens Heldmaier, General Manager

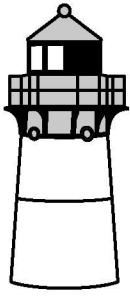
Conferences: The General Manager will attend the CA/NV American Water Works Association annual fall conference in Reno from October 21-24.

Newsletter: The District's newest newsletter edition for October and November 2024 is 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.

October-
November 2024

News for You: Land Purchase for Future Water Needs; Kitchen Composting Pails Coming!; Working Together to Fund Improvements

Land Purchase for Future Water Needs!

In early September, the MWSD Board authorized \$15,000 for purchase of a .20 acres vacant lot at Grant and Sunshine Valley Roads. This site - offered to the District by the current owners - is ideally located for a potential future well site. As a vacant parcel, the District purchase will also help manage vegetation and maintain open space in our community.

Our current water supply needs and well operations don't call for a new well, but should we need to rehabilitate or relocate a well in the future, this site is just where we could site it. This purchase is a wise proactive action to ensure the security of our local water supplies at reasonable cost!

Working Together to Fund Improvements

MWSD and the San Mateo County Resource Conservation District (RCD) are working together to address a long-standing sewer issue in our community. Currently, MWSD has a 12" sewer main located along the eroding coastal bluff west of Vallemar Street. This main serves adjacent homes and is a critical back-up pipeline for 40% of our community (approximately 2,200 people). Erosion over the last 65 years has caused it to become exposed and damaged, and it is now at risk of falling into the ocean.

Should the pipe fail, it will likely accelerate bluff erosion along 3,000 feet of coastline and dump raw sewage into the Fitzgerald Marine Reserve and the Monterey Bay National Marine Sanctuary. Failure during an extreme rain event would also impact our integrated sewer infrastructure managed by the Sewer Authority Mid-Coastside, affecting an estimated 24,568 coastsiders. There is no redundancy in this portion of the system, meaning there is no other existing route for sewage when the infrastructure fails.

RCD was awarded a \$813,500 State Coastal Conservancy grant for the planning and design of the Vallemar Sewer

Kitchen Composting Pails Coming by Thanksgiving!

MWSD and our waste collection provider, Recology of the Coast, are pleased to announce that kitchen composting pails will soon be delivered directly to your home! Delivery will occur on your collection day with kitchen pails left on top of your grey cart.



Please remember, these kitchen pails are designed to collect food scraps in your kitchen and then be emptied into your green organics cart. Do not place these kitchen pails out for collection, they are for household use only.

Pails are funded by a Department of Resources Recycling and Recovery (CalRecycle) \$75,000 grant awarded to MWSD, and utilized by our provider Recology for education and outreach.



Education at Farallones View Elementary School

and Water Relocation Project. MWSD is funding the remaining \$272,000 planning and design costs. This project will install a new replacement sewer pipe under Vallemar Street, while also replacing an 80 year old water main and placing other necessary ancillary sewer facilities in the Vallemar area. Current work will complete the technical analyses, designs, community engagement, and permitting needed before construction work can begin.

We're excited to secure this funding for this essential community project!

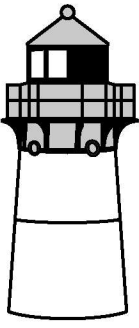
MWSD is committed to providing safe public access via ZOOM teleconference for our regularly scheduled public meetings.

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

Visit: 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 negocios.

Octubre-
noviembre de 2024

Novedades para usted: Adquisición de terrenos para futuras necesidades de agua; próximos cubos de compostaje para la cocina; trabajando juntos para financiar mejoras

¡Adquisición de terrenos para futuras necesidades de agua!

A principios de septiembre, la Junta del MWSD autorizó \$15,000 para la compra de un terreno baldío de 0.20 acres en Grant y Sunshine Valley Roads. Este emplazamiento, ofrecido al Distrito por los actuales propietarios, está idealmente situado para albergar un posible pozo en el futuro. Al tratarse de un terreno baldío, la compra por parte del Distrito también ayudará a gestionar la vegetación y a mantener el espacio abierto en nuestra comunidad.

Dadas nuestras necesidades actuales de abastecimiento de agua y funcionamiento de los pozos, no es necesario construir un nuevo pozo, pero si en el futuro tuviéramos que rehabilitar o trasladar un pozo, este sería el lugar idóneo. Esta compra es una acción proactiva acertada para garantizar la seguridad de nuestro suministro local de agua a un costo razonable.

Trabajando juntos para financiar mejoras

El MWSD y el Distrito de Conservación de Recursos (RCD) del Condado de San Mateo están trabajando juntos para resolver un problema de alcantarillado que existe desde hace mucho tiempo en nuestra comunidad. Actualmente, el MWSD dispone de una tubería principal de alcantarillado de 12" situada a lo largo del acantilado costero en erosión al oeste de Vallemar Street. Esta tubería principal abastece a las viviendas adyacentes y es una tubería de reserva fundamental para el 40% de nuestra comunidad (aproximadamente 2,200 personas). La erosión de los últimos 65 años la ha dejado expuesta y dañada, y ahora corre el riesgo de caer al océano.

Si la tubería falla, es probable que se acelere la erosión del acantilado a lo largo de 3,000 pies de costa y se viertan aguas residuales sin tratar en la Reserva Marina Fitzgerald y en el Santuario Marino Nacional de la Bahía de Monterey. Además, en caso de lluvia extrema, el fallo afectaría a la infraestructura integrada de alcantarillado gestionada por la Sewer Authority Mid-Coastside, lo que afectaría a unos 24,568 residentes de la costa. No hay un respaldo en esta parte del sistema, lo que significa que no hay otra ruta existente para las aguas residuales cuando la infraestructura falla.

State Coastal Conservancy concedió al RCD una subvención de \$813,500 para la planificación y el diseño del Proyecto de Reubicación del Alcantarillado y el Suministro de Agua de Vallemar. El MWSD financia los \$272,000 restantes de los costos

¡Los cubos de compostaje para la cocina llegarán antes de Acción de Gracias!



El MWSD y nuestro proveedor de recogida de residuos, Recology of the Coast, se complacen en anunciar que los cubos de compostaje para la cocina pronto se entregarán directamente en su casa. La entrega se llevará a cabo el día de recogida y los cubos para la cocina se dejarán encima de su contenedor gris.

Le recordamos que estos cubos de cocina están diseñados para depositar los restos de comida de la cocina y vaciarlos después en el contenedor verde de residuos orgánicos.

No coloque estos cubos de cocina para su recogida, ya que son únicamente para uso doméstico.

El Departamento de Reciclaje y Recuperación de Recursos (CalRecycle) financia los cubos con una subvención de \$75,000 concedida al MWSD y que Recology, nuestro proveedor, aprovecha para la concienciación y la divulgación.



Concienciación en Farallones View Elementary School

de planificación y diseño. Con este proyecto, se instalará una nueva tubería de alcantarillado de sustitución bajo Vallemar Street y, al mismo tiempo, se sustituirá una tubería principal de agua de 80 años de antigüedad y se colocarán otras instalaciones auxiliares de alcantarillado necesarias en la zona de Vallemar. Gracias al trabajo en curso, se completarán los análisis técnicos, los diseños, la participación de la comunidad y la obtención de los permisos necesarios antes de que puedan comenzar las obras de construcción.

¡Estamos muy entusiasmados con la obtención de estos fondos para este proyecto fundamental para la comunidad!

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

Visite: mwsd.montara.org