



# Montara Water and Sanitary District

*Serving the Community of Montara and Moss Beach*

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

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

## **Revised to Add Recology Change in Route**

# AGENDA

## **District Board of Directors**

8888 Cabrillo Highway  
Montara, California 94037

**May 1, 2025 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/83958845258?pwd=D4j3956mIan7OZAO1U1iLcxallE2hx.1>

**MEETING ID:** 839 5884 5258

**Password** 630349

**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](mailto:info@mwsd.net) or submitted by phone at 650-728-3545 at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility. Materials related to an item on this Agenda submitted to the Board after distribution of the Agenda Packet are available in the District Clerk's office during normal business hours. Such documents may also be available on the District's web site ([www.mwsd.montara.org](http://www.mwsd.montara.org)) subject to staff's ability to post the documents before the meeting.

Due to the current *Board Room Remodel Project* and structural concerns impacting the safety of attendees and participants, physical access to the Board's meeting room is limited. Thus, attendees may observe a live stream video and sound broadcast of the meeting in the hallway directly adjacent to the entrance of the meeting room. Speaker cards are available, and public comment is allowed one person at a time, as called into the meeting by the Board President. This above protocol is designed to reasonably balance safety concerns and transparency and preserves the public's right of access and meaningful participation in Board decision-making under the Brown Act. (Gov't Code §54953(a); Cal. Const., Art. 1, section 3(b)(1))

## **CALL TO ORDER**

## **ROLL CALL**

## **PRESIDENT'S STATEMENT**

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

## **PUBLIC HEARING**

## **CONSENT AGENDA**

1. [Approve Minutes for Regular Board Meeting April 3, 2025](#)
2. [Approve Financial Statements for March 2025](#)
3. [Approve Warrants for May 1, 2025](#)
4. [SAM Flow Report](#)

5. [Monthly Review of Current Investment Portfolio](#)
6. [Connection Permit Applications Received](#)
7. [Monthly Water Production Report](#)
8. [Rain Report](#)
9. [Monthly Solar Energy Report](#)
10. [Monthly Public Agency Retirement Service Report for February 2025](#)
11. [Review and Approve Notice of Publication of Ordinance No. 214](#)

## **OLD BUSINESS**

## **NEW BUSINESS**

1. [Report and Update Concerning Seal Cove Critical Geotechnical Hazards Area Emergency](#)
2. [Review and Possible Action to Address Fire Danger on Caltrans Montara Bypass Lands](#)
3. [Review and Possible Action Concerning Establishment of Banking Relationship with Tri-Counties Bank](#)
4. [Review Announcement of Recology Change in Route](#)

## **REPORTS**

1. Sewer Authority Mid-Coastside Meetings (Slater-Carter).
2. Mid-Coast Community Council Meeting
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)

**CONFERENCE WITH REAL PROPERTY NEGOTIATORS**  
(Gov't. C. §54956.8)

Property: Caltrans Montara Right of Way.  
Agency Negotiators: General Manager, District Counsel  
Negotiating Party: Caltrans  
Under Negotiation: To be determined

**REPORT OF ACTION TAKEN IN CLOSED SESSION, IF ANY**

**ADJOURNMENT**

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





## **MONTARA WATER & SANITARY DISTRICT**

### **REGULAR BOARD OF DIRECTORS MEETINGS**

**April 3, 2025**

### **MINUTES**

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

**REGULAR SESSION began at 7:33 p.m.**

**CALL TO ORDER**

**ROLL CALL**

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

Directors Absent: None

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

Others Present: District Counsel Christine Fitzgerald  
District Accountant, Peter Medina  
District Water Engineer Tanya Yurovski  
District Sewer Engineer Pippin Cavagnaro  
Kastama Consulting, Alison Kastama  
Sewer Authority Mid-Coast, General Manager Kishen Prathivadi  
Sewer Authority Mid-Coast, Financial Officer George Evans

## **PRESIDENT'S STATEMENT**

Director Boyd addressed the prior emergency meeting noting staff and the Board agreed to suspend certain processes so they could work expeditiously with some very rapidly changing situations. While rare, these actions were taken as swiftly as the law permits, resulting in short notice. The Board gave staff what was needed to continue the emergency work without hinderance. That was the first of several meetings that involve the discussion of the declared emergency and will be in each meeting until such time it is no longer an emergency. He set clear ground rules. Everyone attending will have an opportunity to speak either by zoom or in person. Speaker cards are available for those in-person and are asked that anyone wishing to make a comment fill them out. Comments will be allowed, one person at a time into the Boardroom when called. This is designed to address safety concerns, transparency, and the public's rights under the Brown Act. Disruptive behavior-- shouting, name calling, intimidation, etc. will not be tolerated. This will result in that person being removed from the meeting. They are conducting the meeting in a way that is respectful to everyone. So, questions by the public regarding agenda items should be submitted via a speaker slip to staff before the staff report concludes, if possible. People on zoom will be called one at a time by the moderator. The format will begin with public input, followed by Board discussion.

## **ORAL COMMENTS**

Gregg Dieguez stated that his group, Red Alert Montara Moss Beach (RAMMB), will be meeting with Assemblymember Marc Berman in his office tomorrow. He also noted that he will present a stormwater report to the Midcoast Community Council (MCC) next Wednesday, which may be of interest to the District.

Director Young pointed out that the public comment section of the agenda lacks instructions for submitting written public comments. She suggested referencing the Board of Supervisors' agenda as a model to ensure public comments are properly recorded. She also inquired about the timeline for completing Boardroom repairs. Additionally, she clarified that despite appearances at the last meeting, many of her neighbors do not harbor animosity toward the Montara Water and Sanitary District (MWSD) and she commended MWSD staff for their hard work in the neighborhood.

Director Boyd added that some individuals also approached him to apologize for the intensity they brought to the last meeting. He expressed appreciation for their participation and acknowledged that public concerns often surface most when issues feel urgent.

## **PUBLIC HEARING**

## **CONSENT AGENDA**

- 1. Approve Minutes for Regular Board Meeting March 6, 2025, March 20, 2025, and Special Meeting March 27, 2025**
- 2. Approve Financial Statements for February 2025**
- 3. Approve Warrants for April 1, 2025**
- 4. SAM Flow Report**
- 5. Monthly Review of Current Investment Portfolio**
- 6. Connection Permit Applications Received**
- 7. Monthly Water Production Report**
- 8. Rain Report**
- 9. Monthly Solar Energy Report**
- 10. Monthly Public Agency Retirement Service Report for January 2025**

Director Young requested two corrections/additions to the March 6th minutes, specifically under New Business item one, "Review and Information Concerning the Auxiliary Connection for the Pillar Ridge Community," for clarity.

Director Dekker made a motion to approve the consent agenda with the corrections to the March 6<sup>th</sup> minutes. Director Softky seconded the motion. Roll call vote: Director Dekker: Aye, Director Young: Aye, Director Boyd: Aye, Director Softky: Aye, Director Slater-Carter: Aye. The motion passes 5-0.

## **OLD BUSINESS - none**

## **NEW BUSINESS**

- 1. Report and Update Concerning Seal Cove Critical Geotechnical Hazards Area Emergency**

Director Young recused herself from the Seal Cove item and won't participate from the discussion or vote because she resides in the affected area and therefore has a conflict of interest under Government code section 87100. She will leave the room and return at the end of the item.

General Manager Clemens Heldmaier provided an update on the Seal Cove geotechnical hazards emergency. At the March 27th meeting, the Board took several emergency actions to address critical hazards in the area, including suspending competitive bidding requirements and authorizing the immediate expenditure of funds for emergency repairs. As the situation evolves, the Board continues to assess ongoing emergency work and future efforts to mitigate risk in Seal Cove. In accordance with Public Contract Code Sections 22050 and 20806, the Board must determine at each meeting whether the emergency conditions persist. Progress has been made on the ground. Crews repaired a water leak on Los Banos, relocated a water line, and completed some sewer work in the affected area. San Mateo County has red-tagged one home, and staff have distributed

updates to all residents in Seal Cove. Letters were also sent to homeowners with sumps, grinder pumps, or both, reminding them to inspect their equipment to ensure proper functionality. A comprehensive geotechnical assessment for the region is underway by San Mateo County and is expected to confirm accelerated ground movement over the last three years. The District remains committed to identifying safe areas and keeping residents informed. Since mid-February, increased activity, including water and sewer leaks, has been observed throughout Seal Cove. Currently, two homes rely on above-ground water service connections, and one home on San Lucas has had its water service relocated. While efforts are underway to implement a permanent solution for affected residents, some temporary service interruptions may occur. Seal Cove's geological instability presents challenges. While the Seal Cove Fault itself is not directly visible in the slide, sections of soft soil are breaking loose, sliding toward the ocean. Surface water runoff exacerbates the slippage, and powerful wave action at the cliff's Toe section has further undercut its base, leading to collapses. A 2006 San Mateo document detailing the abandonment of Ocean Boulevard provides context for the current issues. Recent observations indicate heightened activity and expansion in the southern portion of Seal Cove, with particular concern for areas surrounding San Lucas, Ocean, La Grande, and the intersections of Beach Street and Park Street. Aerial imagery presented by General Manager Heldmaier highlights the shifting scarps, ongoing land movement, and continued instability along the cliffs and Toe section, confirming expectations of further displacement. Due to San Mateo County's refusal to issue encroachment permits in affected zones, the District must relocate their utilities and explore alternative solutions to maintain service to impacted homes. Staff recommendation is approval determining that the emergency condition still exists and warrants continuing the suspension of competitive bidding and authorizing the expenditures of funds thereof.

Director Dekker asked how this affects permits.

General Manager Clemens Heldmaier replied the Ordinance in place stops permits temporarily within affected Zones. It does not affect existing permits, and that there aren't any permits in the affected areas.

Director Softky noted that it is important to be conservative when it comes to safety and risk.

Director Dekker made a motion to approval determining that the emergency conditions still exist and warrants continuing the suspension of competitive bidding and authorizing the expenditures of funds thereof. Director Softky seconded the motion. Roll call vote: Director Dekker: Aye, Director Boyd: Aye, Director Softky: Aye, Director Slater-Carter: Aye. Director Young was not present. The motion passes 4-0.

## **2. Review and Possible Action Concerning Upcoming Board Seat Vacancy**

General Manager Clemens Heldmaier announced that Director Dekker will soon resign from his Board seat. To ensure a smooth transition, the Board is advised to prepare for a potential appointment. Once his resignation becomes official, the Board must follow the appointment process set forth in Government code 1780 allowing for 60 days to appoint a new Director. The vacant seat represents Divisions 1, 3, and 5 and will serve the remainder of the current term until November 2026. Staff recommends posting the attached public notice to inform the community of the upcoming vacancy and invite interested candidates to submit applications.

Director Young said Director Dekker's seat is an "At Large" seat, right?

Director Boyd said any vacancy filled must use the District process.

Director Young said the map in the agenda is wonky.

Director Boyd directed staff to put the link or a QR code to the interactive map on the notice. If anyone is interested in residing in District 1, 3, or 5, and willing to step up to civic service and public work, please reach out to him or any of the other board members.

## **3. Review and Possible Action Concerning Sewer Authority Mid-Coastside Fiscal Year 2025-26 General Budget.**

General Manager Clemens Heldmaier announced that the Sewer Authority Mid-Coastside (SAM) general budget has been approved at the SAM board meeting and is now being presented to the member agencies for review and approval. The proposed budget reflects a 7% increase over the previous year, nearly \$700,000, bringing the total to \$10 million. Montara Water and Sanitary District's (MWSD) share of the assessment is set at \$2,079,266, which marks an increase of \$211,533 or 11% from last fiscal year. The increase is attributed to ongoing efforts to upgrade the system to meet modern standards. Staff recommendation is to adopt the Resolution of the Montara Water and Sanitary District Consenting to Approval by Sewer Authority Mid-Coastside of its General Budget for Fiscal Year 2025-2026.

General Manager Kishen Prathivadi expressed his appreciation to the finance team for their efforts in completing a draft budget ahead of the scheduled timeline. He noted that the budget development process is based on actual financial data through December 2024, which serves as the foundation for projecting costs for the remaining six months of the fiscal year. In cases where certain expenses have already been paid in full, those are not projected forward; however, an escalation factor has generally been applied to estimate full-year costs. Key budget points: All

authorized positions are included in the budget as well as applicable merit step increases, a 5% CIP is applied to all non-personnel costs unless other changes were needed, personnel costs have been budgeted with the adoption of the updated Memorandum of Understanding (MOU) with Local No. 39, based on expectations for next year, and infrastructure has increased by \$649,000 dollars or 18% from last year. Expenses by category: Infrastructure \$2,478,320 dollars, wages and benefits \$2,099,482 dollars, other expenses \$1,865,178 dollars and legal/professional services \$955,566 dollars totaling \$10.1 million dollars. The assessments based on calendar year flow: MWSD \$1,584,637 dollars, GCSD \$1,589,305 dollars, Half Moon Bay \$5,989,200 dollars. Key changes to the Operating budget: Net increase to personnel costs due to wage, health, and retirement costs, increased engineering services, decreased professional services, increase in insurance premiums, utilities, and equipment rental. There was a decrease in all other operating expenses due to reduced utilization of supplies and equipment rentals, resulting in a sum of operating changes of \$52,094 dollars. The assessments for 2025/2026 are based on the calendar year 2024 flow. MWSD: \$1,584,637 dollars (22%), Granada Community Services District (GCSD): \$1,589,305 (22%), Half Moon Bay: \$5,989,200 dollars (60.24%).

Director Young asked for clarification about the utilities and how that is related to solid waste.

General Manager Kishen Prathivadi explained that PG&E costs cover both electricity and a loan repayment. The solid waste disposal expense pertains to the removal and disposal of sludge from the facility.

Director Softky made a motion to Adopt Resolution of the Montara Water and Sanitary District Consenting to Approval by Sewer Authority Mid-Coastside of its General Budget for Fiscal Year 2025-2026. Director Young seconded the motion. Roll call vote: Director Dekker: Aye, Director Boyd: Aye, Director Softky: Aye, Director Slater-Carter: Aye, Director Young: Aye. The motion passes 5-0.

#### **4. Review and Possible Action Concerning Sewer Authority Mid-Coastside Fiscal Year 2025-26 Collections Budget**

General Manager Clemens Heldmaier reported that, following the recent approval of the Sewer Authority Mid-Coastside (SAM) General Budget, covering operations of the wastewater treatment facility, the next item for consideration is the budget for the sewer collection system. This separate budget encompasses costs related to the maintenance and operation of the pipeline infrastructure, lift stations, and associated components. While the Montara Water and Sanitary District (MWSD) retains responsibility for its local sewer collection system, it does not employ internal staff to maintain or operate pump stations located in the field. As such, MWSD contracts with SAM under a distinct service agreement to perform all fieldwork, including routine maintenance and emergency response services. Although MWSD has the authority to engage third-party service providers, SAM

has consistently demonstrated both cost-effectiveness and operational efficiency, making it the preferred provider for these services. The proposed sewer collection system budget reflects an 8% increase over the prior year, amounting to approximately \$65,000, for total expenditure of \$750,000. MWSD's assessment under this budget is \$261,000, representing an increase of \$23,980, or approximately 10%, from the previous fiscal year. Staff recommendation is to adopt the Resolution of the Montara Water and Sanitary District Consenting to Approval by Sewer Authority Mid-Coastside of its Collections Budget for Fiscal Year 2025-2026.

General Manager Kishen Prathivadi explained that the Collections Contract Services Budget is governed by a separate agreement applicable to all three member agencies. Under this contract, each agency has a minimum of 50% of its sewer lines cleaned annually. The total cost of the contract includes a comprehensive range of services such as routine line cleaning, lift station maintenance, hot spot cleaning, emergency response, USA utility markings, detailed reporting, and participation in relevant coordination meetings. Once the 50% cleaning threshold is met for each agency, SAM staff collaborates with member agency managers to prioritize and schedule additional high-need maintenance work based on system conditions and available resources. Cost percent allocation: HMB- 34%, GCSD- 28%, MWSD-38%. These allocations are based on the number of lines they service, and the number of lift stations managed. Montara has 13 lift stations plus grinder pumps, El Granada has 1 lift station, and Half Moon Bay has 3 lift stations. All authorized positions (4) are included in the budget as well as applicable merit step increases at one step up. Also applied is a 5% Consumer Price Index (CPI) to all non-personnel costs, unless other changes were needed due to actual or anticipated events. Lastly, based on FY 23/24 audited financials, Collections had a surplus (more revenue than expenses) of \$76,305 dollars. This amount was used to reduce the overall Collections budgeted expenses for all Member Agencies. Changes to the Collections budget were due to increases in retirement contributions, health benefits, Retiree Med/Post employment benefits and a decrease in misc. benefits, resulting in a 9% increase. Overall, the total increase for the Collections Contract Services Budget is 8% or \$64,765 dollars.

Director Young asked how the surplus was allocated.

General Manager Kishen Prathivadi replied reimbursement is allocated according to the percentages assigned to each agency.

Director Slater-Carter noted that the budget is variable, as it depends on the work performed. Given the recent changes in sewer and water services in the Seal Cove area, she assumes negotiations will take place to address these adjustments. She expressed hope for a reduction in costs, as homeowners are now responsible for their pumps and holding tanks.

General Manager Kishen Prathivadi responded that any work performed by staff on the lift stations is passed through to the District, and the costs are recovered accordingly.

Director Slater-Carter explained that SAM reimburses the agencies due to a clause in the JPA requiring it. She proposed adding an agenda item to establish a dedicated fund for depositing any reimbursement funds received from SAM, ensuring that the funds are available for mid-year adjustments.

General Manager Kishen Prathivadi added SAM has a vector truck bought in 2015 which may need to be replaced in the next 5-6 years. It is currently about \$750,000 dollars for a new one.

District Sewer Engineer Pippin Cavagnaro noted that the page detailing callouts refers to an earlier agenda item. He highlighted that of the 64 callouts in Montara, one-third occurred in the Seal Cove area.

Director Young asked for clarification of a call-out.

General Manager Kishen Prathivadi said it could be anything—a clogged pipe, pump or electrical breakdown at the lift station, or an overflow.

Director Young asked how new builds or projects are scheduled into the system for potential cleaning.

General Manager Kishen Prathivadi said they receive details of the new manholes from the engineer and put it in the schedule for frequency of cleaning.

Director Young made a motion to adopt the Resolution of the Montara Water and Sanitary District Consenting to Approval by Sewer Authority Mid-Coastside of its Collections. Budget for Fiscal Year 2025-2026. Director Slater-Carter seconded the motion. Roll call vote: Director Dekker: Aye, Director Boyd: Aye, Director Softky: Aye, Director Slater-Carter: Aye, Director Youn: Aye. The motion passes 5-0.

## **5. Review and Possible Action Concerning Draft Budget**

General Manager Clemens Heldmaier stated that the current document represents a preliminary budget, developed by extrapolating figures from the prior fiscal year. He noted that several key components, such as the water and sewer capital improvement programs, sewer service revenue projections, and additional supporting data are still in development. This item is intended to provide general direction to staff including a referral to the Finance Committee. The next steps include review by the District Treasurer, followed by a meeting of the Finance Committee. The finalized budget draft will be presented at least one time at a future meeting. Staff recommendation is to refer this to the Finance Committee.



Director Boyd directed staff to go to the Finance Committee. He thanked staff for giving them an early preview of the budget.

## **REPORTS**

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

Director Boyd said the big items were getting the budgets approved for distribution to the member agencies.

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

Director Slater-Carter emphasized the importance of the drainage report and urged everyone to read it, noting that the County has been neglecting drainage issues in Montara and Moss Beach.

Gregg Dieguez said there is a link to the report on NextDoor. The design standards of the County are using historical data which is not relevant for an evolving climate future.

Director Young noted her understanding that Montara and Moss Beach lack storm drain systems and inquired whether a map exists. She mentioned that while the MCC website provides a storm system map for El Granada, an equivalent map is not available for Montara or Moss Beach.

Director Boyd suggested everyone look at Mr. Dieguez's report.

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

Director Slater-Carter said she will be attending the Statewide meeting tomorrow in Sacramento.

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

Director Slater-Carter said the Harbor District Municipal Service Review (MSR) was approved and received well.

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

### **6. Directors' Report**

Director Boyd noted that he and the other directors received a message from a Seal Cove resident just before the meeting and thanked her for the thoughtful comment. As it wasn't marked as a public comment, he did not read it aloud. He reminded the public to clearly indicate if a message is intended as public comment and to submit it via [info@mwsd.net](mailto:info@mwsd.net) or on the District website.

## **7. General Manager's Report (Heldmaier)-**

General Manager Clemens Heldmaier said they have a new April/May newsletter on-line highlighting FEMA funding for SAM, the situation at Seal Cove, etc.

### **FUTURE AGENDAS**

**BREAK at 9:30 pm**

### **CONVENE IN 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

#### **CONFERENCE WITH LABOR NEGOTIATORS (Government Code §54957.6)**

Unrepresented Employees

### **ADJOURNMENT at 10:30 pm**

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

Respectfully Submitted,

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

Approved on the 1st, May 2025

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

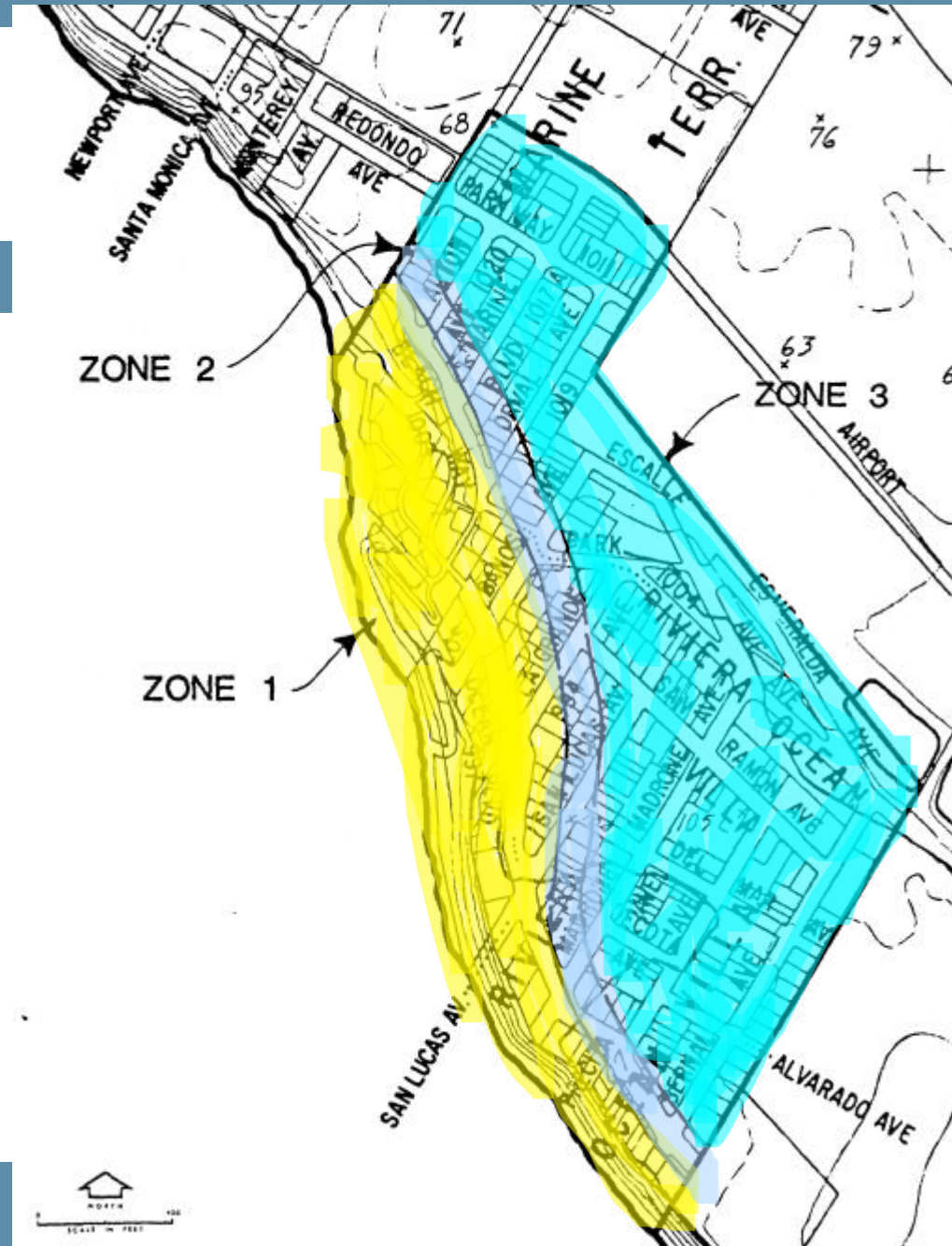
# Seal Cove Emergency

- **Since Mid-February**, the District has responded to:
  - **12** water leaks in the Seal Cove area
  - **5** sewer lateral separations and a sewer pump failure.
- Staff have tested and visually inspected District sewers to confirm no breaks.
- 2 homes on San Lucas served by above ground water service connections;  
1 home on San Lucas had its water service connection relocated.
  - **One home with an above ground connection has been red tagged by San Mateo County**
- **All homes are connected for both water and sewer.** Staff have delivered emergency bottled water to the 2 above ground connected homes.



**Montara Water  
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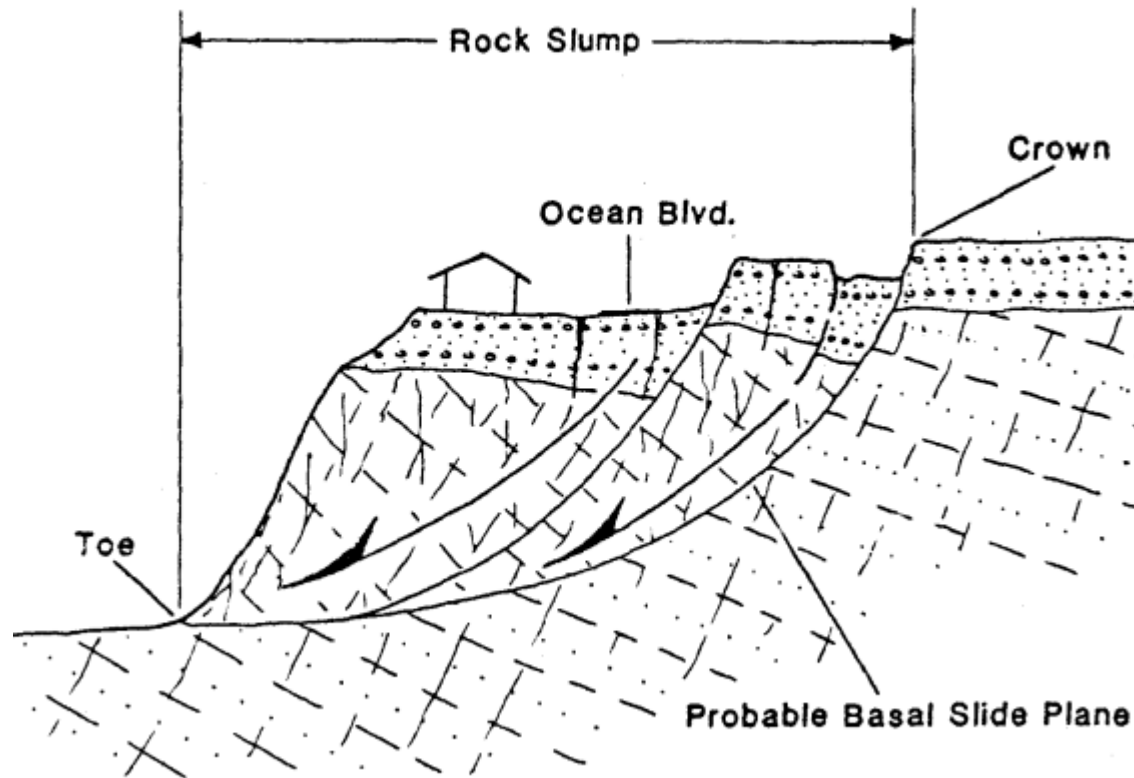
# Seal Cove Critical Geotechnical Hazards Area





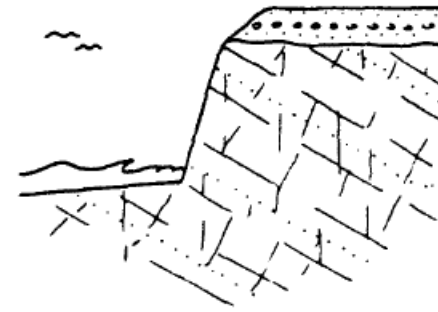
**Montara Water  
and Sanitary District**  
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# Landslide Movement

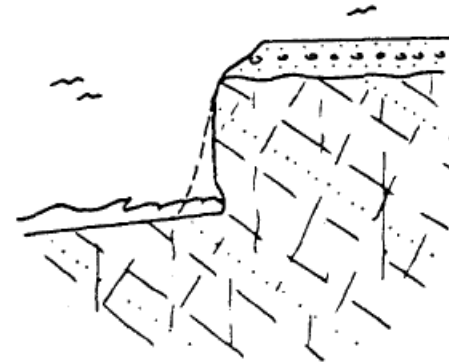




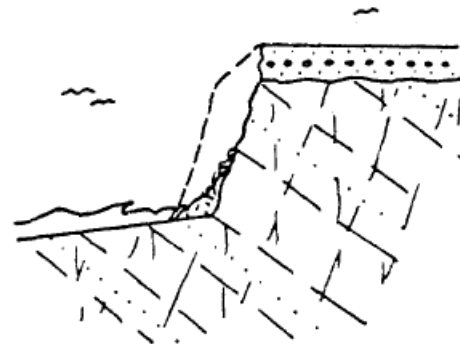
**Montara Water  
and Sanitary District**  
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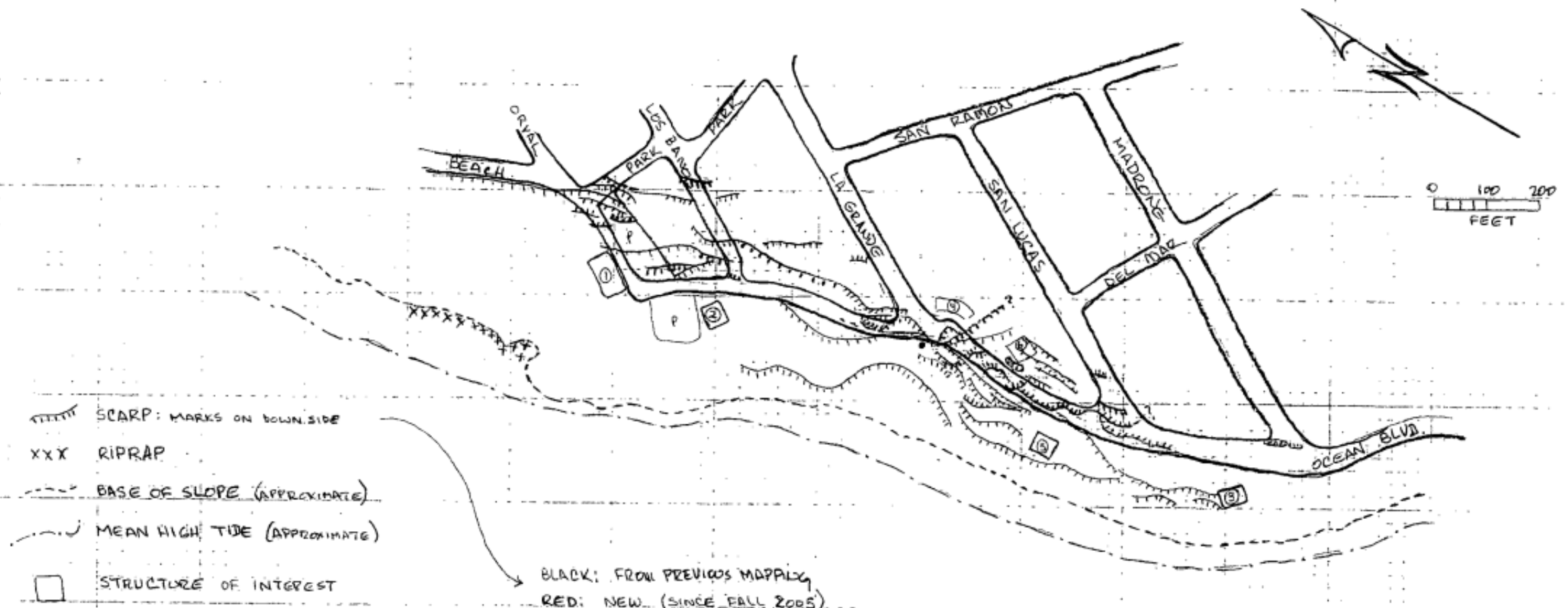
**Stage 1 - Relatively Stable Seacliff**



**Stage 2 - Local instability due to undercutting of base of seacliff**



**Stage 3 - Relative stability attained by piecemeal sloughing and raveling**



MAP 1  
LANDSLIDE FEATURES  
Seal Cove,  
Moss Beach







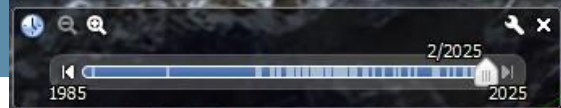


Untitled Pl

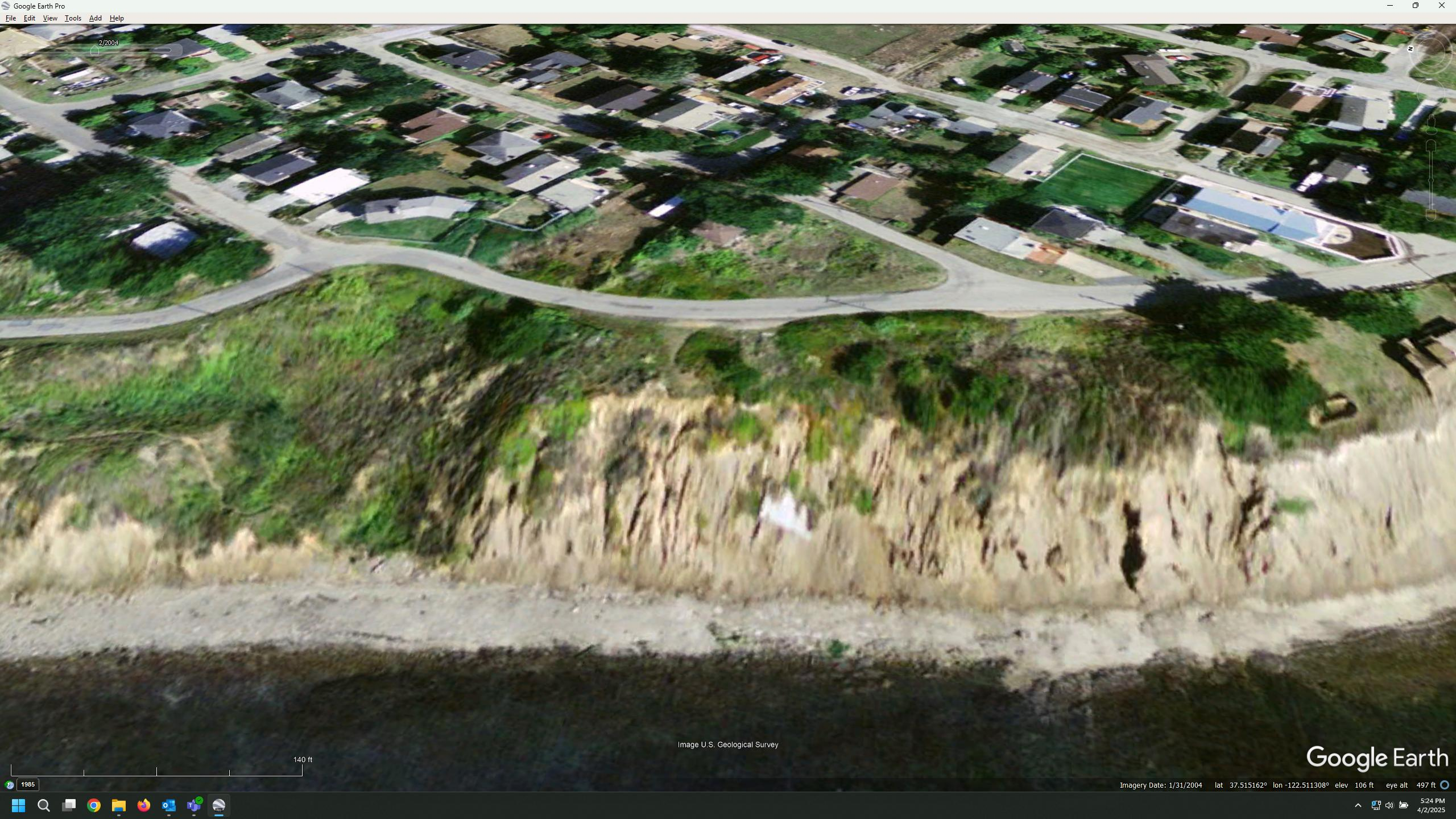












2/2004

Image U.S. Geological Survey

Google Earth

Imagery Date: 1/31/2004 lat 37.515162° lon -122.511308° elev 106 ft eye alt 497 ft

1985







2/2025

171

131

111

105

807

89

105

86

873

877

879

885

85

Image © 2025 Airbus

Google Earth

Imagery Date: 2/24/2025 lat 37.515655° lon -122.511886° elev 104 ft eye alt 370 ft

100 ft

1985





**Montara Water  
and Sanitary District**  
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## Seal Cove Area





**Montara Water  
and Sanitary District**  
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## Water System Impacts

### Seal Cove leaks

March 2024 – March 2025

#### Customer Service line

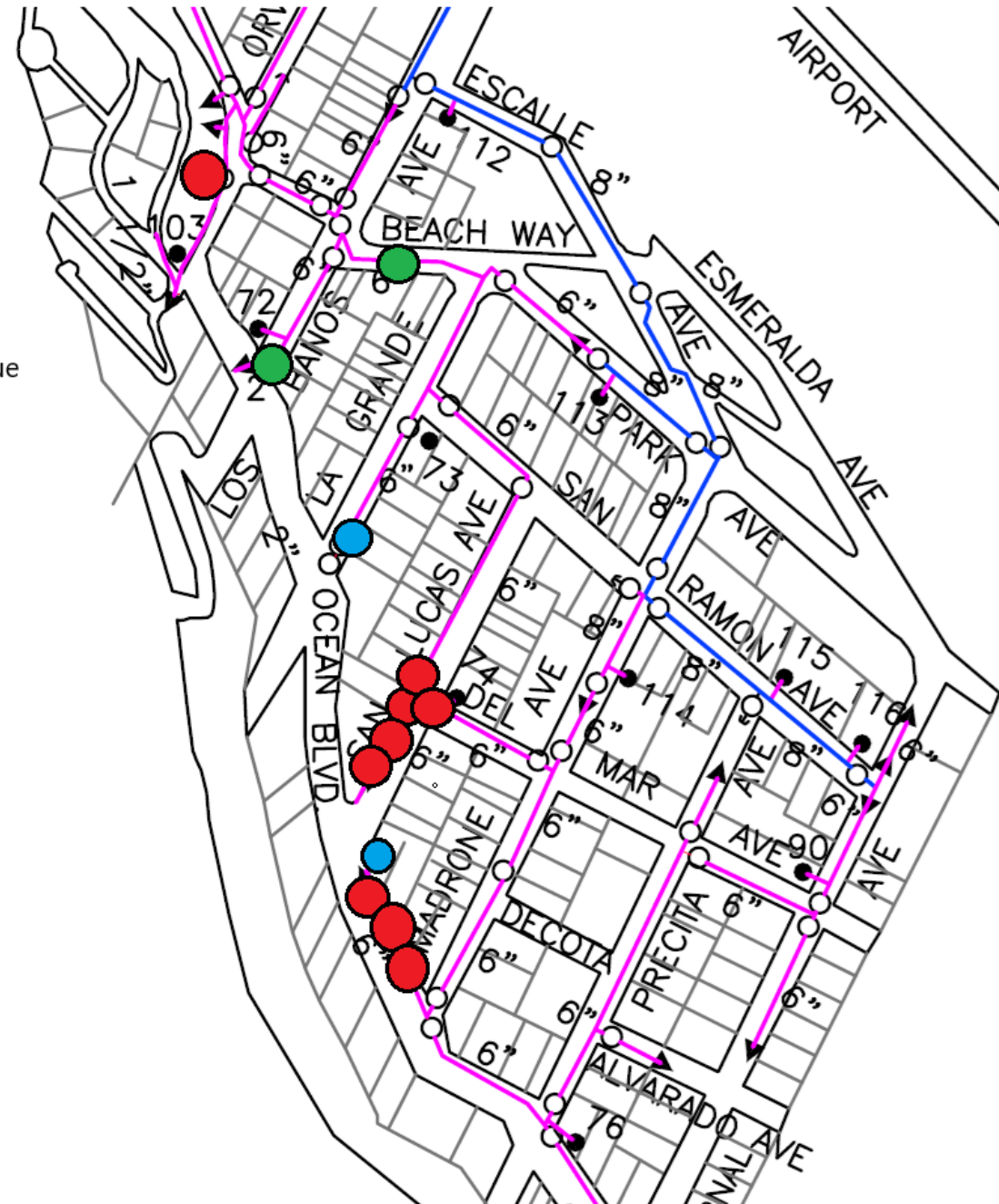
3/21/25 821 La Grande Broken service line  
3/22/25 877 Ocean Customer plumbing issue

#### MWSD Main Break

8/20/24	MB Distillery	Main separation
2/15/25	89 San Lucas Ave	crack in main
2/16/25	105 San Lucas Ave	Crack in Main
2/16/25	past 89 San Lucas	Crack in Main
3/11/25	877 Ocean	main separation
3/12/25	San Lucas/ DelMar	Main Separation
3/12/25	837 Ocean	main separation
3/15/25	San Lucas Main	Crack in Main
3/15/25	873 Ocean	Crack Main

#### MWSD Service line/Saddle

5/21/24	795 Park	Saddle Broken
3/31/25	686 Ocean	Poly Service leak





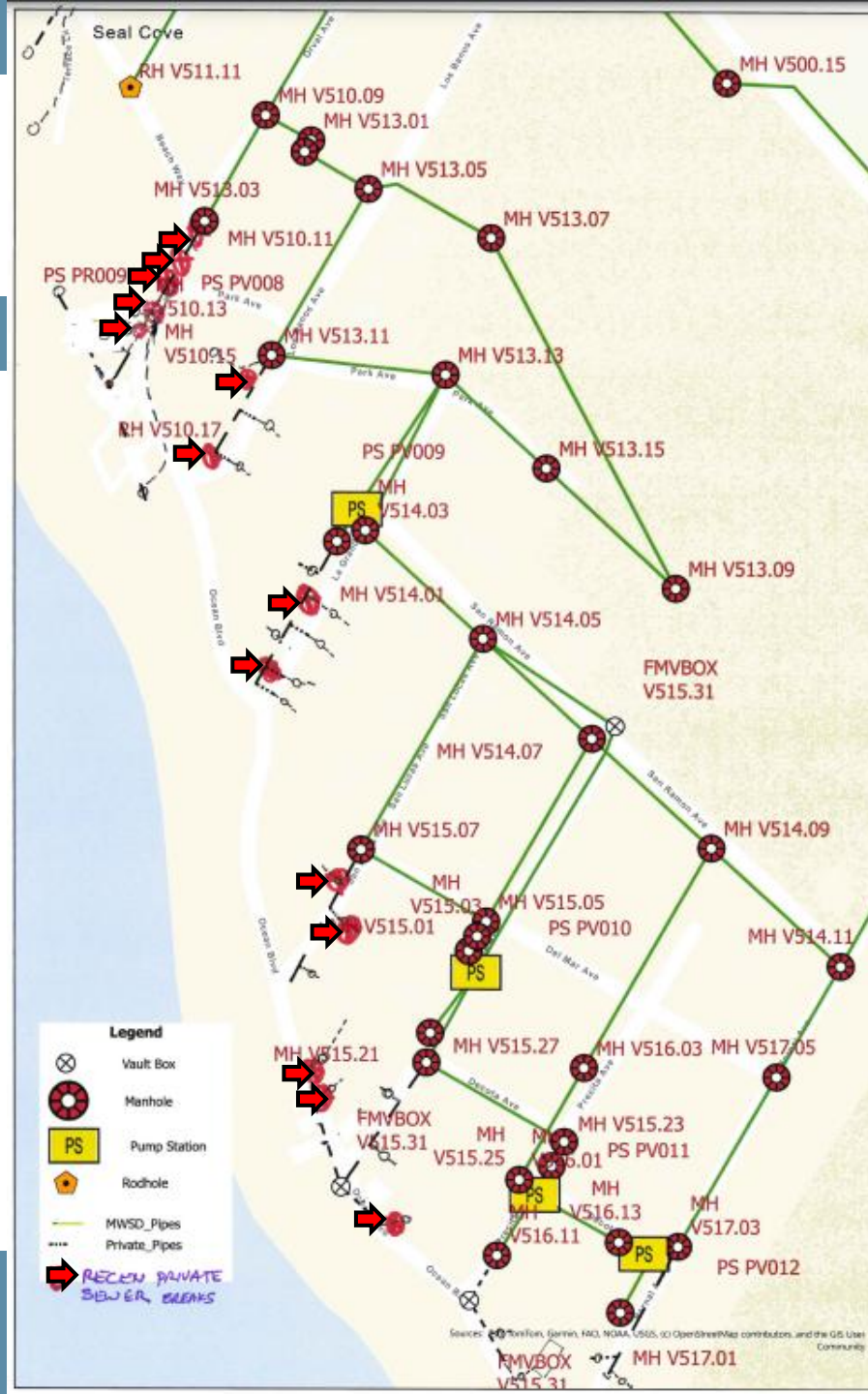
## Relocation of Water Main in San Lucas Ave







## ➡ Recent Private Sewer Breaks



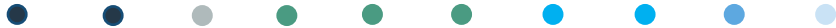
# Seal Cove Emergency

- **Continuing Coordination with San Mateo County**
  - **Ensuring MWSD work is completed with County permits**
- **Commitment to Updating Seal Cove Residents Regularly by Mail and at Board Meetings**
- **Reminding owners to maintain sewer laterals and pumps**

# **MWSD Board Meeting**

## ***FY 2025/26 General Budget Review***

# Budget Timeline



Item	Activity	FY 24-25	FY 25-26
1.	Discussion with MA Managers	March 21, 2024	March 14, 2025
2.	Discussion at FC	March 26, 2024	March 20, 2025
3.	Board authorization to submit to MA	April 8, 2024	March 24, 2025
4.	Adopt Resolution approving budgets	June 10, 2024	May 12, 2025

# Four T's



1. Teamwork
2. Trust
3. Transparency
4. Technology



# Budget Points



1. All authorized positions are included in the budget.
2. All applicable merit step increases at one step up are included in the budget.
3. Applied 5% CPI to all non-personnel costs, unless other changes were needed due to actual or anticipated events.
4. With the adoption of the updated MOU with Local No. 39, personnel costs have been budgeted based on expectations for next year.
5. Infrastructure budget has been increased by \$645,000 from last years budget amount.

# General Budget: Change from FY 2024/25

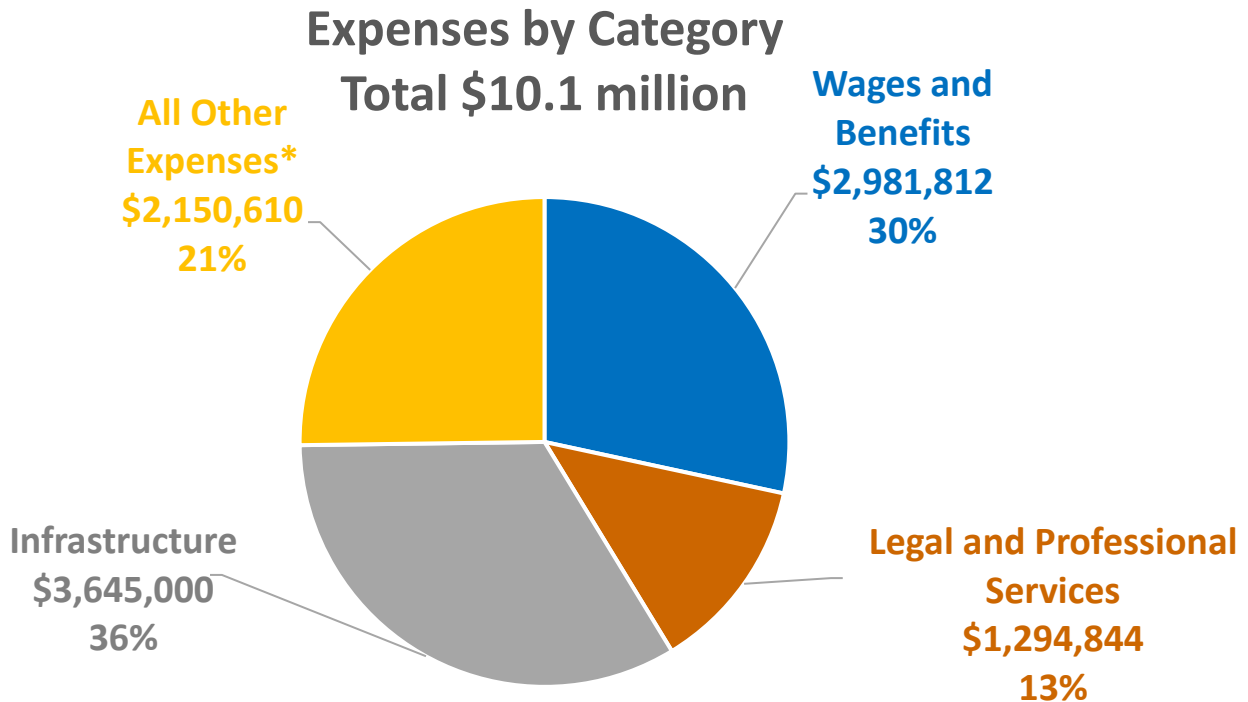
	<b><u>FY 2024/25 Adopted</u></b>	<b><u>FY 2025/26 Proposed</u></b>	<b><u>\$ Change</u></b>	<b><u>% Change</u></b>
<b>Wages and Benefits</b>	\$2,805,561	\$2,981,812	\$176,251	6%
<b>Legal/Engineering/ Professional Services</b>	\$1,475,179	\$1,294,844	\$(180,335)	(14%)
<b>All Other Expenses*</b>	\$2,094,432	\$2,150,610	\$56,178	3%
<b>Total Operating Budget (less Infrastructure)</b>	<b>\$6,375,172</b>	<b>\$6,427,266</b>	<b>\$52,094</b>	<b>1%</b>
<b>Infrastructure **</b>	\$3,000,000	\$3,645,000	\$645,000	18%
<b>Total General Budget</b>	<b>\$9,375,172</b>	<b>\$10,072,266</b>	<b>\$697,094</b>	<b>7%</b>

*\*All Other Expenses include: Utilities, Insurance, Equipment Rental, Maintenance Services, Chemicals, Permits, Supplies, Equipment, and Claims*

*\*\* As amended via mid-year budget adjustment*

*NOTE: Minor differences due to rounding*

# General Budget



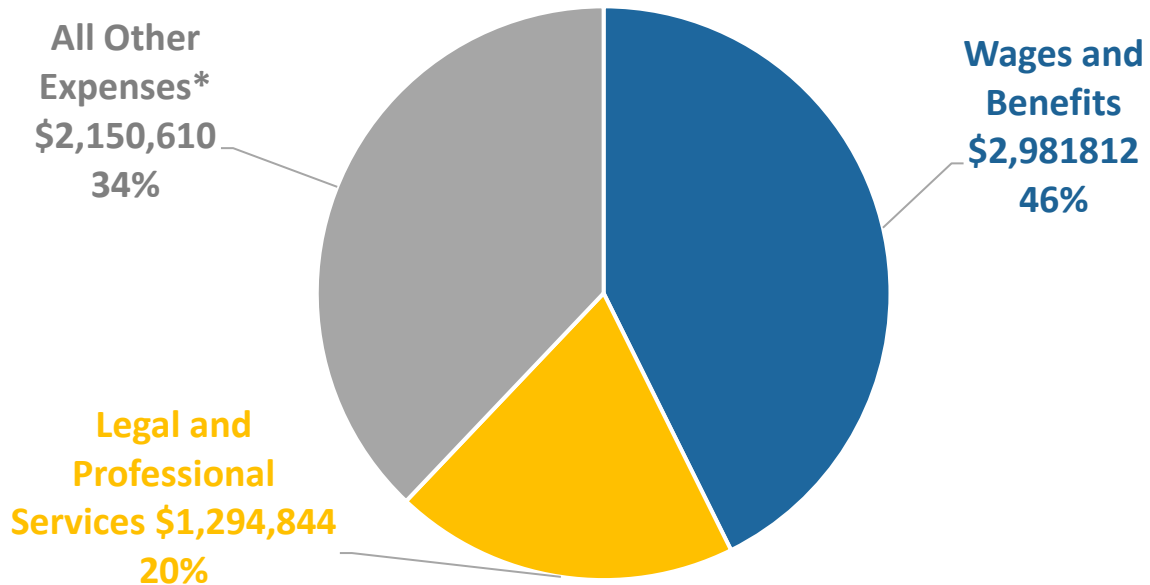
*\*All Other Expenses include: Utilities, Insurance, Equipment Rental, Maintenance Services, Chemicals, Permits, Supplies, Equipment, and Claims*



# Operating Budget (does not include Infrastructure)

## Operating Expenses by Category

Total \$6.43 million



\*All Other Expenses include: Utilities, Insurance, Equipment Rental, Maintenance Services, Chemicals, Permits, Supplies, Equipment, and Claims

General Budget does not include Collections

# Staffing Information

<u>Classifications</u>	<u>Authorized Positions</u>	
<u>Administrative Services:</u>		13.0 Employees in General Budget
General Manager	1.0	
Finance Officer	1.0	
Accounting Tech	1.0	
Administrative Assistant	<u>1.0</u>	
	4.0	1.0 GM - Contract
<u>Operations &amp; Maintenance:</u>		
Engineering & Construction Contracts Manager ( <i>Defunded</i> )	0.0	
Plant Superintendent	0.75	6.0 Employees Scheduled for Step Increase
Maintenance Mechanic I/II/III	2.0	
Operator I/II/III	2.0	
Lead Operator	4.0	6.0 Employees Currently at Top Step
Utility Worker ( <i>Defunded</i> )	<u>0.0</u>	
	8.75	
<u>Environmental Compliance:</u>		
Plant Superintendent	0.25	Vacant Positions Budgeted at Mid-Step
<b>Total Authorized</b>	<b>13.0</b>	
	8	

General Budget does not include Collections.

# Operating Budget: Key Changes

<b>Personnel Costs: Net Increase due to Wage increases (COLA &amp; Merit) and increased Health &amp; Retirement costs.</b>	<b>\$176,251</b>
<b>Engineering Services (Treatment): Based on Year-to-Date Actuals</b>	<b>\$17,631</b>
<b>Professional Services: Based on anticipated needs for FY 25/26</b>	<b>\$(56,300)</b>
<b>Insurance Premiums: Based on Year-to-Date Actuals – Increase based on current year actuals and estimated escalation factor</b>	<b>\$26,190</b>
<b>Utilities: Based on increased PG&amp;E costs as well as solid waste</b>	<b>\$30,498</b>
<b>Equipment Rental: Generators as well as tanks</b>	<b>\$(14,553)</b>
<b>All Other Operating Expenses: Net Decrease due to reduced utilization of Supplies and Equipment Rentals</b>	<b><u>\$(127,621)</u></b>
<b>Sum of Operating General Budget Key Changes</b>	<b>\$52,094</b>

# Legal and Professional Services Detail

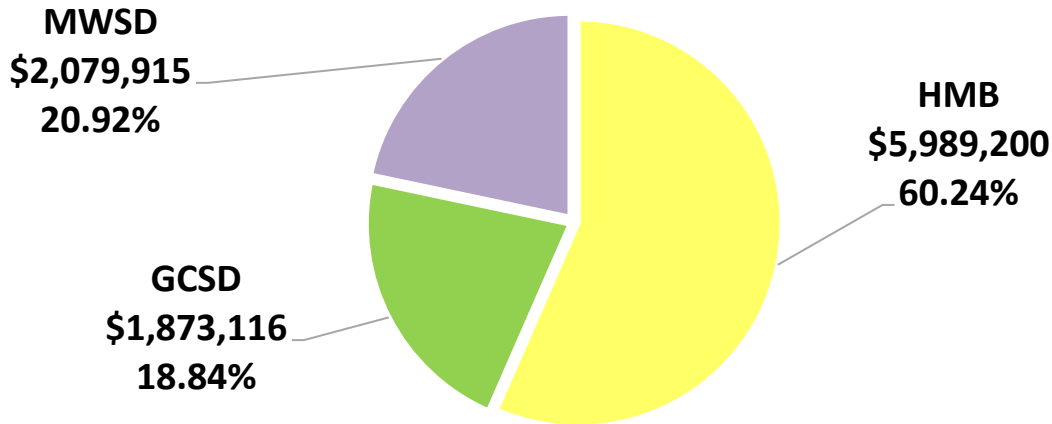
	<b>FY 2024/25 <u>Adopted</u></b>	<b>FY 2025/26 <u>Proposed</u></b>	<b>\$ <u>Change</u></b>	<b>% <u>Change</u></b>
<b>Legal and Professional Services</b>	\$1,342,567	\$1,144,601	\$(197,966)	(17%)
<b>Major Vendors</b>	<b>Service(s)</b>			
Calcon Systems, Inc.	Equipment Maintenance			
Rutan & Tucker, LLC	General Counsel			
Boucher Law, PC	Employment Counsel			
RVE Accounting & Advisory	Accounting Services			
Precision IT Consulting	IT Consulting			
Koffler Electrical, Inc.	Equipment Maintenance			
Peninsula Pump & Equipment, Inc.	Equipment Maintenance			
Integral Consulting	Plant Studies			
Alpha Analytical Laboratories, Inc.	Testing			

# CalPERS Rates

	FY 2024/25	FY 2025/26
<b><u>Employer Rate</u></b>		
Classic Members	13.31%	13.38%
PEPRA Members	8.18%	8.27%
<b><u>Employee Rate</u></b>		
Classic Members	7.00%	7.00%
PEPRA Members	7.25%	7.25%
<b><u>Unfunded Liability Payment (on \$3M)</u></b>		
PERS - Classic	\$308,440	\$359,273
PERS - PEPRA	\$4,381	\$9,637
<b>Total Payment for Unfunded Liability</b>	<b>\$312,821</b>	<b>\$368,910</b>

# Assessments for Each Agency

## Assessments for FY 2025/26 Based on Calendar Year 2024 Flow

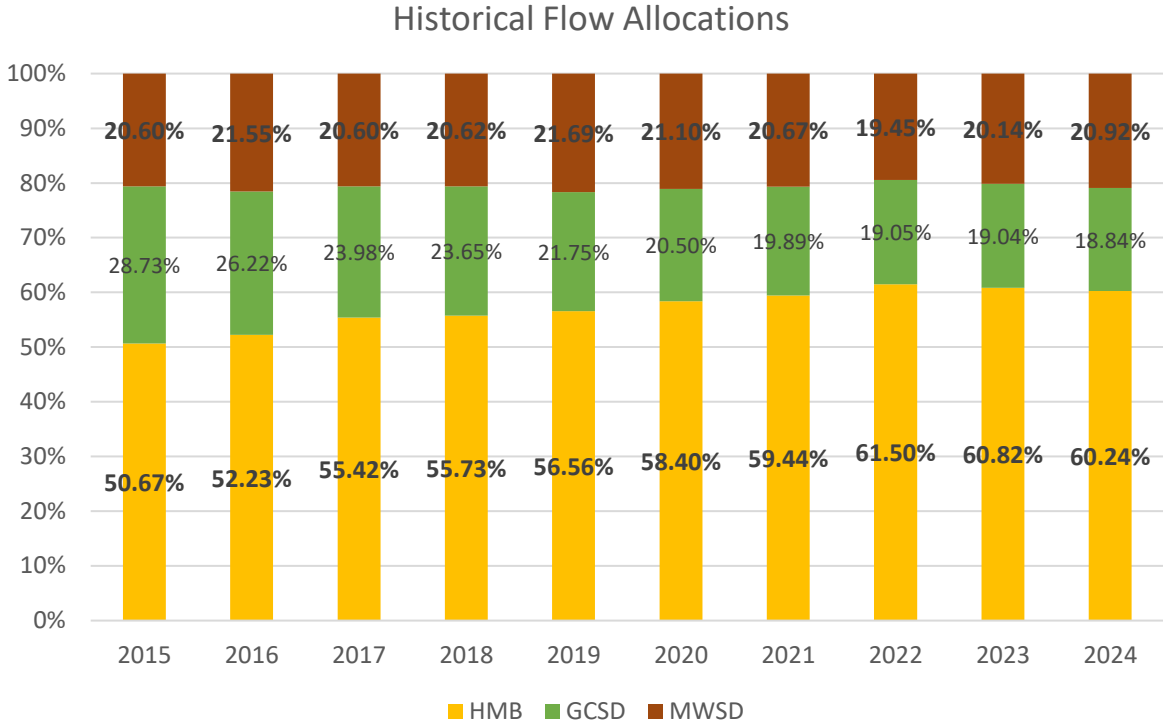


# General Budget: Assessments

	<b>FY 2022/23 <u>Actual</u></b>	<b>FY 2023/24 <u>Actual</u></b>	<b>FY 2024/25 <u>Adopted</u></b>	<b>FY 2025/26 <u>Proposed</u></b>	<b>\$ <u>Change</u></b>	<b>% <u>Change*</u></b>
<b>Half Moon Bay</b>	\$4,871,480	\$5,331,608	\$5,642,255	\$5,989,200	\$346,945	6%
<b>Granada CSD</b>	\$1,630,110	\$1,651,497	\$1,766,336	\$1,873,116	\$106,780	6%
<b>Montara WSD</b>	\$1,694,036	\$1,686,174	\$1,868,382	\$2,079,915	\$211,533	11%
<b>Total</b>	<b>\$8,195,626</b>	<b>\$8,669,279</b>	<b>\$9,276,973</b>	<b>\$9,942,231</b>	<b>\$665,258</b>	<b>7%</b>

*\*Due to changes in the flow rates, the percentage changes are not the same for the three agencies*

# Historical Flow Allocations





# Division Budgets by Fiscal Year

	<b>FY 2022/23 <u>Actual</u></b>	<b>FY 2023/24 <u>Actual</u></b>	<b>FY 2024/25 <u>Adopted</u></b>	<b>FY 2025/26 <u>Proposed</u></b>	<b>\$ <u>Change</u></b>	<b>% <u>Change</u></b>
<b>Administration</b>	\$1,444,707	\$2,046,988	\$1,890,712	\$1,793,907	\$(96,805)	<b>(5%)</b>
<b>Treatment</b>	\$3,933,860	\$4,176,443	\$4,232,565	\$4,421,346	\$188,781	<b>4%</b>
<b>Environmental Compliance</b>	<u>\$166,946</u>	<u>\$196,956</u>	<u>\$251,896</u>	<u>\$212,013</u>	<u>\$(39,883)</u>	<b><u>(19%)</u></b>
<b>Total Operating Budget</b>	\$5,545,513	\$6,420,387	\$6,375,173	\$6,427,266	\$52,093	<b>1%</b>
<b>Infrastructure</b>	<u>\$4,656,907</u>	<u>\$3,258,684</u>	<u>\$3,000,000</u>	<u>\$3,645,000</u>	<u>\$645,000</u>	<b><u>18%</u></b>
<b>Total General Budget</b>	<b>\$10,202,420</b>	<b>\$9,679,071</b>	<b>\$9,375,173</b>	<b>\$10,072,266</b>	<b>\$697,093</b>	<b>7%</b>

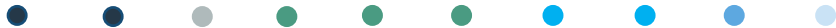
# Questions and Discussion

# **MWSD Board Meeting**

## ***FY 2025/26 Collection Contract Services Budget Review***

**April 03, 2025**

# Service Notes



1. All Agencies will have a minimum of 50% of their lines cleaned on an annual basis.
2. Total costs were calculated including services for Line Cleaning, Lift Station Routine Maintenance, Hot Spot Cleaning, Emergency Response, USA Markings, Reporting and Related Meetings.
3. Once 50% of all systems have been cleaned each year, SAM staff will coordinate with MA Managers to identify most critical work to be performed in the systems and available resources will be used to address those.
4. Cost percent allocation: a) HMB- 34%  
b) GCSD- 28%  
c) MWSD-38%

# Budget Points



1. All authorized positions (4) are included in the budget.
2. All applicable merit step increases at one step up are included in the budget.
3. Applied 5% CPI to all non-personnel costs, unless other changes were needed due to actual or anticipated events.
4. Based on FY 23/24 audited financials, Collections had a surplus (more revenue than expenses) of \$76,305. This amount was used to reduce the overall Collections budgeted expenses for all Member Agencies.

# Changes to CCS Budget for FY 2025/26



1. **Personnel:** Includes all (4) Collections Maintenance related Staff Costs

1. Overall, \$30,745 Increase to Payroll Costs (Headcount = 4)

2. \$1,978 Increase in Retirement Contributions

3. \$35,908 Increase in Health Benefits

4. \$203 Increase in Retiree Med/OPEB

5. \$9,104 Decrease in Misc. Benefits

6. Overall 9% Increase

# Changes to CCS Budget for FY 2025/26



1. Increased **Misc. Expenses** – \$2,616 based on actual expense expected
2. Decreased **Utilities** – \$519 based on actual expense expected
3. Increased **Supplies** – \$302 based on actual expense expected
4. Increased **Insurance Premiums** - \$288 based on actual expense expected

Total Overall Increase in **Collections Contract Services Budget**: \$64,765 or 8%

# Staffing Information

	<u>Authorized</u>
<b><u>Collections Maintenance Staff:</u></b>	
Collections Maintenance Worker	3.0
Maintenance Mechanic	<u>1.0</u>
<b>Total Authorized</b>	<b>4.0</b>

4.0 Employees in  
Collections Budget

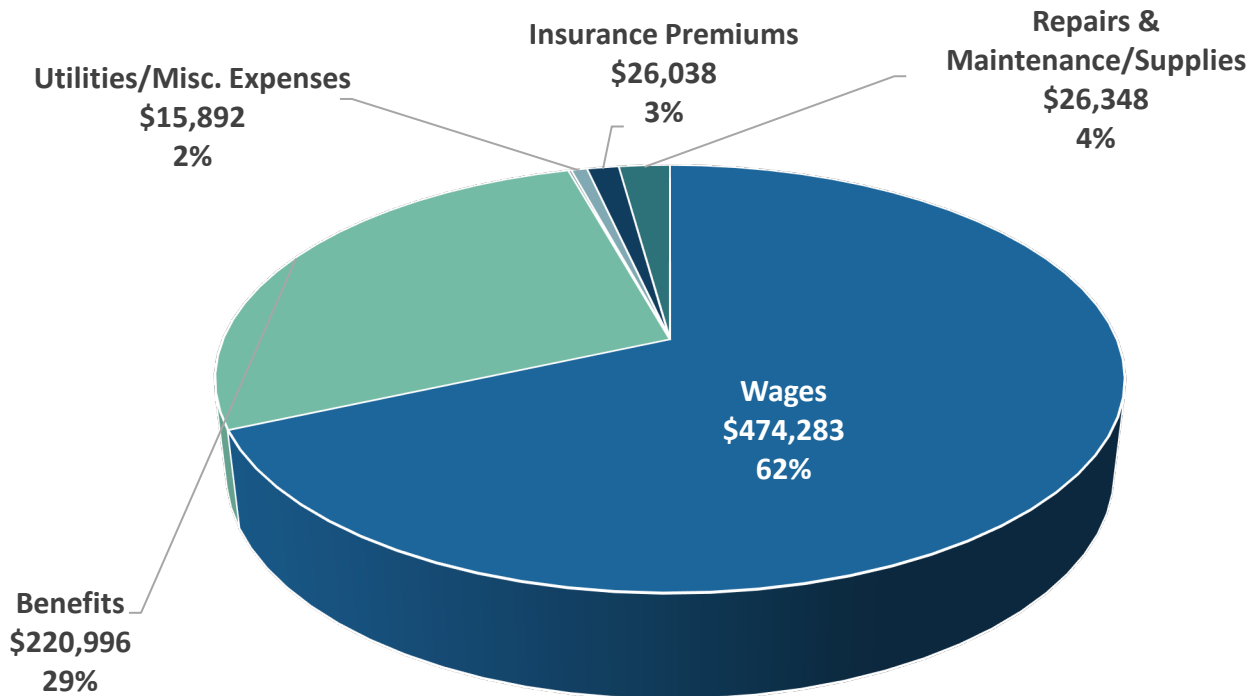
3.0 Collection Workers  
1.0 Maintenance Mechanic

4.0 Employees Scheduled  
for Step Increase



# Collections Contract Services Budget

*Total CCS Budget FY 2025/26 - \$763,557*



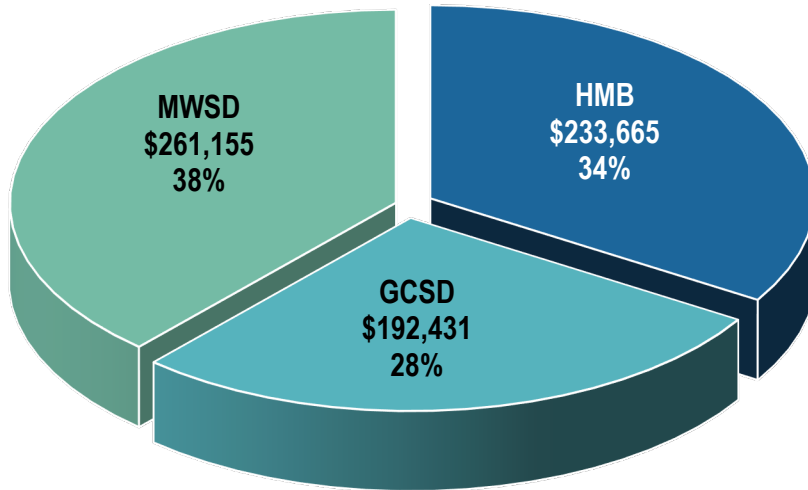
# Change from FY 2024/25

	<b><u>FY 2024/25 Adopted</u></b>	<b><u>FY 2025/26 Proposed</u></b>	<b><u>\$ Change</u></b>	<b><u>% Change</u></b>
<b>Wages and Benefits</b>	\$633,953	\$695,279	\$61,326	9%
<b>All Other Expenses*</b>	\$64,838	\$68,278	\$3,440	5%
<b>Total Collections Budget</b>	<b>\$698,791</b>	<b>\$763,557</b>	<b>\$64,766</b>	<b>8%</b>

*\*All Other Expenses include: Utilities, Insurance, Equipment Rental and Supplies*

# Agency Fees

*Collections Contract Services Fee Distribution*  
*\$687,251 Total*



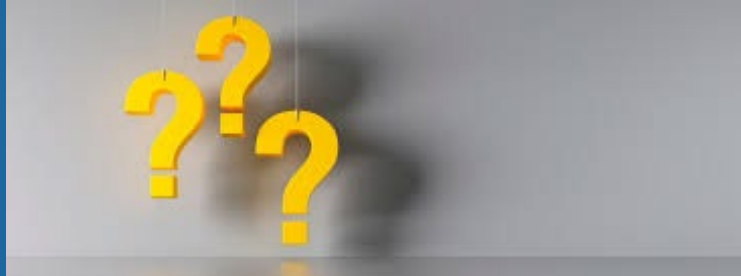
# Agency Fees Comparison

	<b><u>FY 2024/25 Adopted</u></b>	<b><u>FY 2024/25 Projected</u></b>	<b><u>FY 2025/26 Proposed</u></b>	<b><u>\$ Change</u></b>	<b><u>% Change</u></b>
<b>Half Moon Bay</b>	\$212,209	\$212,206	\$233,665	\$21,456	9%
<b>Granada CSD</b>	\$174,761	\$174,761	\$192,431	\$17,670	9%
<b>Montara WSD</b>	\$237,175	\$237,175	\$261,155	\$23,980	10%
<b>Total</b>	<b>\$624,145</b>	<b>\$624,145</b>	<b>\$687,251</b>	<b>\$63,106</b>	<b>9%</b>

# Details of Collections Services for July 2024-February 2025

Agency	Regular Sewer Cleaning in Linear Feet	Hot Spot Cleaning in Linear Feet	Manhole Inspection	Call Outs
Half Moon Bay	63,946	27,377	438	26
Granada CSD	87,380	7,983	491	12
Montara WSD	43,880	11,757	258	64

# Questions and Discussion






# MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: May 1, 2025

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager 

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

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**Budget vs. Actual – Sewer July 1, 2024 through March 31, 2025 - Variances over \$2,000:**

- 4220 Cell Tower Lease, \$64,364 above Budget – The District received a check from our new Lessor (Verizon) for the negotiation period. We are still working with the former Lessor to true up payments received and a potential refund of funds.
- 4400 Fees, \$2,301 above Budget – All fee categories are slightly above budget through the fiscal year.
- 4610 Property Tax Receipts, \$216,556 above Budget – 2<sup>nd</sup> ERAF distribution received in January for a total of \$219,132, which is split 50/50.
- 4710 Sewer Service Charges, \$337,797 above Budget – First distribution of Sewer Service charges received in December additional distribution received in February.
- 4720 Sewer Service Refunds, Customer, \$9,838 above budget – Large refund issued to customer related to incorrect rate applied to account.
- 4760 Waste Collection Revenues, \$2,048 below Budget – Difference is due to the reduced increase negotiated through the most recent rate increase.
- **Overall Total Operating Revenue for the period ending March 31, 2025 was \$716,811 above budget. Total operating revenue received to date is \$3,032,483.**
- 5200 Board of Directors, \$12,965 below Budget – Cost of Elections budgeted for FY 24-25. In addition, Director fees are below budget due to the delay in payments after month end meeting schedule.
- 5250 Conference Attendance, \$5,812 below Budget – Conference attendance for Clemens in February.
- 5270 Information Systems, \$7,733 above Budget – Increase due to District servers being migrated & other computer assistance provided by vendor.
- 5350 LAFCO Assessment, \$2,325 below Budget – expense typically paid in June of FY.
- 5400 Legal, \$61,478 below Budget – Less activity than expected at this point in the fiscal year.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: May 1, 2025

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 5510 Maintenance, office, \$5,149 below Budget – Additional expenses expected later in fiscal year.
- 5630 Consulting, \$8,134 above Budget – Annual payment for Open.Gov paid in February.
- 5720 Telephone & Internet, \$3,885 below Budget – District staff was able to negotiate lower contract rates.
- 5800 Labor & Wages, \$14,758 above Budget – Management & Staff payroll costs have trended higher than expected.
- 6170 Claims, Property Damage, \$7,500 below Budget – No claims filed to date.
- 6200 Engineering, \$16,723 above Budget – Mechanical & General engineering support.
- 6400 Pumping, \$4,351 above Budget – Catch up bill paid in February 2025.
- 6600 Collection/Transmission, \$59,453 below Budget – Minimal activity to date.
- 6900 SAM Expenses, \$162,700 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 March 31, 2025, were \$210,746 below Budget.**
- **Total Overall Expenses for the period ending March 31, 2025, were \$253,371 below budget. For a net ordinary income of \$970,182 above Budget. Actual net ordinary income is \$422,693.**
- 7100 Connection Fees, \$51,340 below Budget – No new connections sold in March 2025.
- 7200 Interest Income, \$212,552 above budget – Due to the increased balance held in CAMP accounts.
- 8000 CIP, \$3,411,323 below Budget – \$118,489 of CIP invoices paid in February.
- 9200 IBank Loan, \$7,577 below Budget – Due to timing.





# MONTARA WATER AND SANITARY DISTRICT AGENDA

**Prepared for the Meeting Of: May 1, 2025**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

## **Budget vs. Actual – Water July 1, 2024 thru March 31, 2025 - Variances over \$2,000:**

- 4400 Fees, \$8,003 above Budget – Inspection & administrative fees are seeing more activity.
- 4610 Property Tax Receipts, \$216,557 above – 2<sup>nd</sup> ERAF distribution received in January for a total of \$219,132, which is split 50/50.
- 4740 Testing, Backflow, \$11,860 above Budget – Due to timing of receipts.
- 4810 Water Sales, Domestic, \$24,938 above Budget – Difference due to timing of water service receipts as well as variability of usage.
- **Overall Total Operating Revenue for the period ending March 31, 2025 was \$268,055 above budget. Total operating revenue received to date is \$1,985,380.**
- 5200 Board of Directors, \$14,840 below Budget – Cost of Elections budgeted for FY 24-25. In addition, Director fees is below budget due to the delay in payments after month end meeting schedule.
- 5240 CDPH Fees, \$5,674 above Budget – Payment for water system license fees made in January.
- 5250 Conference Attendance, \$7,118 below Budget – Conference attendance payments made in February.
- 5270 Information Systems, \$7,358 above Budget – Increase due to District servers being migrated & other computer assistance provided by vendor.
- 5350 LAFCO Assessment, \$2,775 below Budget – payment is typically made in June.
- 5400 Legal, \$18,233 below Budget – Less activity than expected at this point in the fiscal year.
- 5510 Maintenance, Office, \$5,900 below Budget – Minimal activity to date outside of janitorial services.
- 5530 Memberships, \$6,994 above Budget – CA Rural Water Association dues paid in January. No additional membership expenses are expected for the remainder of the fiscal year.
- 5550 Postage, \$4,109 above Budget – Due to additional mailings related to Prop 218 notice as well as increase cost of postage.
- 5560 Printing & Publishing, \$3,923 below Budget – activity has been trending downward since the beginning of the fiscal year.
- 5630 Consulting, \$9,821 above Budget – Annual payment for Open.Gov paid in February.
- 5640 Data Services, \$9,000 below Budget – No activity to date, payment for service generally takes place in May or June.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: May 1, 2025

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 5800 Labor & Wages, \$10,697 above Budget – Utilization of temporary labor has been higher than anticipated.
- 6170 Claims, Property Damage, \$7,499 below Budget – No claims to date.
- 6180 Communications, \$5,627 above Budget – Increased costs related to SCADA system maintenance through Calcon.
- 6195 Education & Training, \$6,154 above Budget – Payment for backflow education for members of the operations team.
- 6200 Engineering, \$35,454 above Budget – Budget equalized over full year, less activity through Q2 than annualized budget amount.
- 6330 Facilities, \$10,902 above Budget – Payment for lumber as well as tree survey paid for in December.
- 6370 Lab Supplies & Equipment, \$14,309 below Budget – Minimal activity to date.
- 6400 Pumping, \$6,602 above Budget - Catch up bill paid in February 2025.
- 6500 Supply, \$26,618 below Budget – Payment for Q2 water purchase for Airport Wells payment in January less than anticipated.
- 6600 Collection/Transmission, \$60,537 below Budget – Meters expense is under budget, for the previous two fiscal years, meters expense was the driver of the budget over runs.
- 6700 Treatment, \$5,137 above Budget – Costs related to maintenance of treatment equipment higher than expected due to various projects throughout the fiscal year.
- 6800 Vehicles, \$2,149 below Budget – Repairs and vehicle equipment have been below expectations at the mid-year point of the fiscal year.
- **Overall Total Operating Expenses for the period ending March 31, 2025, were \$79,159 above Budget.**
- **Total Overall Expenses for the period ending March 31, 2025 were \$62,801 above budget. For a net ordinary income of \$205,254 budgeted vs. actual. The actual net ordinary income was \$95,458.**
- 7100 Connection Fees, \$116,822 below Budget – No new connections sold in February.
- 7250 CAMP interest, \$61,712 above Budget – Due to the increased balance held in reserve accounts.
- 7600 GO Bond Revenues, \$367,755 below budget – Sufficient funds are in place to pay the 2/1/2025 GO bond debt service. Additional funds were received in February.
- 7650 Water System Reliability, \$197,088 below Budget – Additional remittance received in February. Variance expected to decrease.



# **MONTARA WATER AND SANITARY DISTRICT AGENDA**

**Prepared for the Meeting Of: May 1, 2025**

**TO: BOARD OF DIRECTORS**

**FROM: Clemens H. Heldmaier, General Manager**

- 8000 CIP, \$2,007,454 below Budget – Drilling well progress payments made in January.
- 9100 GO Bond interest expense, \$20,436 below Budget – Difference due to timing. Debt service payment made in February.
- 9210 Conservation Program/Rebates, \$2,250 below Budget – No rebates applied for thus far.

## **RECOMMENDATION:**

This is for Board information only

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

	Jul '24 - Mar 25	Sewer Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4220 · Cell Tower Lease	129,239.11	64,874.97	64,364.14
4400 · Fees			
4410 · Administrative Fee (New Constr)	3,946.00	2,999.97	946.03
4420 · Administrative Fee (Remodel)	529.00	749.97	-220.97
4430 · Inspection Fee (New Constr)	3,739.00	2,999.97	739.03
4440 · Inspection Fee (Remodel)	684.00	749.97	-65.97
4460 · Remodel Fees	6,903.00	6,000.03	902.97
<b>Total 4400 · Fees</b>	<b>15,801.00</b>	<b>13,499.91</b>	<b>2,301.09</b>
4510 · Grants	107,576.81		
4610 · Property Tax Receipts	416,556.44	200,000.00	216,556.44
4710 · Sewer Service Charges	2,373,594.26	2,035,797.00	337,797.26
4720 · Sewer Service Refunds, Customer	-32,337.70	-22,500.00	-9,837.70
4760 · Waste Collection Revenues	21,952.33	24,000.03	-2,047.70
4990 · Other Revenue	100.30		
<b>Total Income</b>	<b>3,032,482.55</b>	<b>2,315,671.91</b>	<b>716,810.64</b>
<b>Gross Profit</b>	<b>3,032,482.55</b>	<b>2,315,671.91</b>	<b>716,810.64</b>
<b>Expense</b>			
5000 · Administrative			
5190 · Bank Fees	4,453.21	4,500.00	-46.79
5200 · Board of Directors			
5210 · Board Meetings	1,622.22	4,500.00	-2,877.78
5220 · Director Fees	3,037.50	7,499.97	-4,462.47
5230 · Election Expenses	0.00	5,625.00	-5,625.00
<b>Total 5200 · Board of Directors</b>	<b>4,659.72</b>	<b>17,624.97</b>	<b>-12,965.25</b>
5250 · Conference Attendance	1,687.80	7,499.97	-5,812.17
5270 · Information Systems	12,233.49	4,500.00	7,733.49
5300 · Insurance			
5310 · Fidelity Bond	0.00	500.00	-500.00
5320 · Property & Liability Insurance	13,171.63	13,000.00	171.63
<b>Total 5300 · Insurance</b>	<b>13,171.63</b>	<b>13,500.00</b>	<b>-328.37</b>
5350 · LAFCO Assessment	0.00	2,324.97	-2,324.97
5400 · Legal			
5430 · General Legal	34,651.82	150,000.03	-115,348.21
5440 · Litigation	53,870.49		
<b>Total 5400 · Legal</b>	<b>88,522.31</b>	<b>150,000.03</b>	<b>-61,477.72</b>
5510 · Maintenance, Office	2,351.24	7,499.97	-5,148.73
5530 · Memberships	4,669.00	3,899.97	769.03
5540 · Office Supplies	5,947.29	6,374.97	-427.68
5550 · Postage	1,771.63	1,500.03	271.60
5560 · Printing & Publishing	3,014.54	3,375.00	-360.46

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Accrual Basis

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

	Jul '24 - Mar 25	Sewer Budget	\$ Over Budget
<b>5600 · Professional Services</b>			
5610 · Accounting	31,425.00	29,999.97	1,425.03
5620 · Audit	14,500.00	14,938.00	-438.00
5630 · Consulting	47,321.55	39,187.53	8,134.02
5640 · Data Services	9,508.05	7,650.00	1,858.05
5650 · Labor & HR Support	1,921.50	2,250.00	-328.50
5660 · Payroll Services	967.75	900.00	67.75
<b>Total 5600 · Professional Services</b>	<b>105,643.85</b>	<b>94,925.50</b>	<b>10,718.35</b>
<b>5710 · San Mateo Co. Tax Roll Charges</b>	<b>119.00</b>	<b>1,874.97</b>	<b>-1,755.97</b>
<b>5720 · Telephone &amp; Internet</b>	<b>22,364.81</b>	<b>26,250.03</b>	<b>-3,885.22</b>
<b>5730 · Mileage Reimbursement</b>	<b>1,859.85</b>	<b>1,500.03</b>	<b>359.82</b>
<b>5740 · Reference Materials</b>	<b>0.00</b>	<b>150.03</b>	<b>-150.03</b>
<b>5790 · Other Administrative</b>	<b>25,157.63</b>		
<b>5800 · Labor</b>			
5810 · CalPERS 457 Deferred Plan	21,426.27	17,684.28	3,741.99
5820 · Employee Benefits	44,027.47	45,686.97	-1,659.50
5830 · Disability Insurance	1,436.13	1,658.25	-222.12
5840 · Payroll Taxes	16,410.51	19,635.03	-3,224.52
5850 · PARS	12,754.39	18,241.47	-5,487.08
<b>5900 · Wages</b>			
5910 · Management	107,788.92	107,311.50	477.42
5920 · Staff	156,859.50	146,534.22	10,325.28
5930 · Staff Certification	1,575.00	1,350.00	225.00
5940 · Staff Overtime	5,022.00	1,291.50	3,730.50
<b>Total 5900 · Wages</b>	<b>271,245.42</b>	<b>256,487.22</b>	<b>14,758.20</b>
<b>5960 · Worker's Comp Insurance</b>	<b>1,415.78</b>	<b>2,274.00</b>	<b>-858.22</b>
<b>Total 5800 · Labor</b>	<b>368,715.97</b>	<b>361,667.22</b>	<b>7,048.75</b>
<b>Total 5000 · Administrative</b>	<b>666,342.97</b>	<b>708,967.66</b>	<b>-42,624.69</b>
<b>6000 · Operations</b>			
6170 · Claims, Property Damage	0.00	7,499.97	-7,499.97
6195 · Education & Training	2,330.75	2,999.97	-669.22
<b>6200 · Engineering</b>			
6220 · General Engineering	46,722.75	29,999.97	16,722.78
<b>Total 6200 · Engineering</b>	<b>46,722.75</b>	<b>29,999.97</b>	<b>16,722.78</b>
<b>6320 · Equipment &amp; Tools, Expensed</b>	<b>131.24</b>		
<b>6330 · Facilities</b>			
6335 · Alarm Services	4,787.26	4,875.03	-87.77
6337 · Landscaping	2,825.00	4,500.00	-1,675.00
<b>Total 6330 · Facilities</b>	<b>7,612.26</b>	<b>9,375.03</b>	<b>-1,762.77</b>
<b>6400 · Pumping</b>			
6410 · Pumping Fuel & Electricity	51,454.63	42,750.00	8,704.63
6420 · Pumping Maintenance, Generators	3,146.34	7,499.97	-4,353.63
6440 · Pumping Equipment, Expensed	0.09		
<b>Total 6400 · Pumping</b>	<b>54,601.06</b>	<b>50,249.97</b>	<b>4,351.09</b>

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Accrual Basis

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

	Jul '24 - Mar 25	Sewer Budget	\$ Over Budget
6600 · Collection/Transmission			
6660 · Maintenance, Collection System	0.00	7,499.97	-7,499.97
6665 · Meters - Sewer	4,297.18	56,250.00	-51,952.82
<b>Total 6600 · Collection/Transmission</b>	<b>4,297.18</b>	<b>63,749.97</b>	<b>-59,452.79</b>
6770 · Uniforms	0.00	150.03	-150.03
6800 · Vehicles			
6810 · Fuel	2,356.67	2,625.03	-268.36
6820 · Truck Equipment, Expensed	146.68	375.03	-228.35
6830 · Truck Repairs	1,530.29	749.97	780.32
<b>Total 6800 · Vehicles</b>	<b>4,033.64</b>	<b>3,750.03</b>	<b>283.61</b>
6900 · Sewer Authority Midcoastside			
6910 · SAM Collections	177,881.22	177,881.22	0.00
6920 · SAM Operations	1,401,286.95	1,663,786.53	-262,499.58
6930 · SAM Prior Year Adjustment	68,609.81		
6940 · SAM Maintenance, Collection Sys	16,034.00	33,750.00	-17,716.00
6950 · SAM Maintenance, Pumping	144,463.53	97,499.97	46,963.56
6960 · SAM NDWSCP	15,441.88	13,500.00	1,941.88
<b>Total 6900 · Sewer Authority Midcoastside</b>	<b>1,823,717.39</b>	<b>1,986,417.72</b>	<b>-162,700.33</b>
<b>Total 6000 · Operations</b>	<b>1,943,446.27</b>	<b>2,154,192.66</b>	<b>-210,746.39</b>
<b>Total Expense</b>	<b>2,609,789.24</b>	<b>2,863,160.32</b>	<b>-253,371.08</b>
<b>Net Ordinary Income</b>	<b>422,693.31</b>	<b>-547,488.41</b>	<b>970,181.72</b>
<b>Other Income/Expense</b>			
<b>Other Income</b>			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	86,882.00	157,500.00	-70,618.00
7120 · Connection Fees (Remodel)	59,564.00	45,000.00	14,564.00
7152 · Connection Fee Refunds	0.00	-15,000.03	15,000.03
7153 · Add'l Fixture Units (New Const)	0.00	37,500.03	-37,500.03
7155 · Add'l Fixture Units (Remodel)	120,632.00	86,249.97	34,382.03
7157 · Fixture Fee Refunds	-7,168.50		
<b>Total 7100 · Connection Fees</b>	<b>259,909.50</b>	<b>311,249.97</b>	<b>-51,340.47</b>
7200 · Interest Income			
7205 · CAMP Interest Earnings	254,517.88		
7210 · LAIF Interest Earnings	78,034.48		
7200 · Interest Income - Other	0.00	119,999.97	-119,999.97
<b>Total 7200 · Interest Income</b>	<b>332,552.36</b>	<b>119,999.97</b>	<b>212,552.39</b>
<b>Total 7000 · Capital Account Revenues</b>	<b>592,461.86</b>	<b>431,249.94</b>	<b>161,211.92</b>
<b>Total Other Income</b>	<b>592,461.86</b>	<b>431,249.94</b>	<b>161,211.92</b>

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Accrual Basis

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

	Jul '24 - Mar 25	Sewer Budget	\$ Over Budget
Other Expense			
8000 · Capital Improvement Program			
8075 · Sewer	826,742.13	4,238,065.53	-3,411,323.40
Total 8000 · Capital Improvement Program	826,742.13	4,238,065.53	-3,411,323.40
9000 · Capital Account Expenses			
9125 · PNC Equipment Lease Interest	3,557.68	3,802.99	-245.31
9200 · I-Bank Loan	10,078.58	17,656.00	-7,577.42
Total 9000 · Capital Account Expenses	13,636.26	21,458.99	-7,822.73
Total Other Expense	840,378.39	4,259,524.52	-3,419,146.13
Net Other Income	-247,916.53	-3,828,274.58	3,580,358.05
Net Income	174,776.78	-4,375,762.99	4,550,539.77

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Accrual Basis

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

	Jul '24 - Mar 25	Water Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>4400 · Fees</b>			
4410 · Administrative Fee (New Constr)	5,881.00	1,500.03	4,380.97
4420 · Administrative Fee (Remodel)	0.00	450.00	-450.00
4430 · Inspection Fee (New Constr)	5,572.00	1,500.03	4,071.97
<b>Total 4400 · Fees</b>	11,453.00	3,450.06	8,002.94
4510 · Grants	160.00		
4610 · Property Tax Receipts	416,556.34	200,000.00	216,556.34
4740 · Testing, Backflow	25,735.00	13,875.03	11,859.97
4810 · Water Sales, Domestic	1,536,938.16	1,512,000.00	24,938.16
4850 · Water Sales Refunds, Customer	-10,678.29	-11,999.97	1,321.68
4990 · Other Revenue	5,215.85		
<b>Total Income</b>	1,985,380.06	1,717,325.12	268,054.94
<b>Gross Profit</b>	1,985,380.06	1,717,325.12	268,054.94
<b>Expense</b>			
<b>5000 · Administrative</b>			
5190 · Bank Fees	3,760.66	4,500.00	-739.34
5200 · Board of Directors			
5210 · Board Meetings	1,622.22	4,500.00	-2,877.78
5220 · Director Fees	3,037.50	7,499.97	-4,462.47
5230 · Election Expenses	0.00	7,499.97	-7,499.97
<b>Total 5200 · Board of Directors</b>	4,659.72	19,499.94	-14,840.22
5240 · CDPH Fees	20,674.08	15,000.03	5,674.05
5250 · Conference Attendance	4,131.92	11,250.00	-7,118.08
5270 · Information Systems	12,233.48	4,875.03	7,358.45
5300 · Insurance			
5310 · Fidelity Bond	0.00	500.00	-500.00
5320 · Property & Liability Insurance	15,031.63	14,000.00	1,031.63
<b>Total 5300 · Insurance</b>	15,031.63	14,500.00	531.63
5350 · LAFCO Assessment	0.00	2,774.97	-2,774.97
<b>5400 · Legal</b>			
5430 · General Legal	37,857.46	56,250.00	-18,392.54
5440 · Litigation	160.00		
<b>Total 5400 · Legal</b>	38,017.46	56,250.00	-18,232.54
5510 · Maintenance, Office	1,599.99	7,499.97	-5,899.98
5530 · Memberships	25,743.59	18,749.97	6,993.62
5540 · Office Supplies	5,782.94	6,000.03	-217.09
5550 · Postage	18,358.59	14,249.97	4,108.62
5560 · Printing & Publishing	3,576.49	7,499.97	-3,923.48



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Accrual Basis

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

July 2024 through March 2025

	Water		
	Jul '24 - Mar 25	Budget	\$ Over Budget
<b>5600 · Professional Services</b>			
5610 · Accounting	31,425.00	29,999.97	1,425.03
5620 · Audit	14,500.00	14,938.00	-438.00
5630 · Consulting	47,321.50	37,500.03	9,821.47
5640 · Data Services	0.00	9,000.00	-9,000.00
5650 · Labor & HR Support	1,921.50	2,250.00	-328.50
5660 · Payroll Services	967.75	900.00	67.75
<b>Total 5600 · Professional Services</b>	<b>96,135.75</b>	<b>94,588.00</b>	<b>1,547.75</b>
<b>5710 · San Mateo Co. Tax Roll Charges</b>	<b>119.00</b>	<b>1,874.97</b>	<b>-1,755.97</b>
<b>5720 · Telephone &amp; Internet</b>	<b>31,268.78</b>	<b>29,999.97</b>	<b>1,268.81</b>
<b>5730 · Mileage Reimbursement</b>	<b>2,371.78</b>	<b>1,500.03</b>	<b>871.75</b>
<b>5740 · Reference Materials</b>	<b>0.00</b>	<b>375.03</b>	<b>-375.03</b>
<b>5790 · Other Administrative</b>	<b>467.13</b>		
<b>5800 · Labor</b>			
5810 · CalPERS 457 Deferred Plan	45,555.17	41,542.47	4,012.70
5820 · Employee Benefits	130,519.24	135,930.78	-5,411.54
5830 · Disability Insurance	3,062.88	4,361.22	-1,298.34
5840 · Payroll Taxes	45,358.52	51,643.53	-6,285.01
5850 · PARS	32,731.50	38,299.50	-5,568.00
<b>5900 · Wages</b>			
5910 · Management	107,788.92	107,311.50	477.42
5920 · Staff	471,895.44	426,528.00	45,367.44
5930 · Staff Certification	8,700.00	8,550.00	150.00
5940 · Staff Overtime	46,349.71	45,881.28	468.43
5950 · Staff Standby	14,913.86	22,471.47	-7,557.61
<b>Total 5900 · Wages</b>	<b>649,647.93</b>	<b>610,742.25</b>	<b>38,905.68</b>
<b>5960 · Worker's Comp Insurance</b>	<b>8,254.83</b>	<b>21,913.50</b>	<b>-13,658.67</b>
<b>Total 5800 · Labor</b>	<b>915,130.07</b>	<b>904,433.25</b>	<b>10,696.82</b>
<b>Total 5000 · Administrative</b>	<b>1,199,063.06</b>	<b>1,215,421.13</b>	<b>-16,358.07</b>
<b>6000 · Operations</b>			
6160 · Backflow Prevention	976.14	825.03	151.11
6170 · Claims, Property Damage	0.00	7,499.97	-7,499.97
<b>6180 · Communications</b>			
6185 · SCADA Maintenance	16,877.12	11,250.00	5,627.12
6180 · Communications - Other	0.00	0.00	0.00
<b>Total 6180 · Communications</b>	<b>16,877.12</b>	<b>11,250.00</b>	<b>5,627.12</b>
<b>6195 · Education &amp; Training</b>	<b>12,154.05</b>	<b>6,000.03</b>	<b>6,154.02</b>
<b>6200 · Engineering</b>			
6220 · General Engineering	-300.00	7,499.97	-7,799.97
6230 · Water Quality Engineering	193,253.72	150,000.03	43,253.69
<b>Total 6200 · Engineering</b>	<b>192,953.72</b>	<b>157,500.00</b>	<b>35,453.72</b>
<b>6320 · Equipment &amp; Tools, Expensed</b>	<b>8,287.42</b>	<b>7,499.97</b>	<b>787.45</b>

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Accrual Basis

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

July 2024 through March 2025

		Water	
	Jul '24 - Mar 25	Budget	\$ Over Budget
<b>6330 · Facilities</b>			
6335 · Alarm Services	928.54	1,500.03	-571.49
6337 · Landscaping	14,144.31	13,500.00	644.31
6330 · Facilities - Other	10,828.95		
<b>Total 6330 · Facilities</b>	<b>25,901.80</b>	<b>15,000.03</b>	<b>10,901.77</b>
<b>6370 · Lab Supplies &amp; Equipment</b>	<b>691.24</b>	<b>15,000.03</b>	<b>-14,308.79</b>
<b>6380 · Meter Reading</b>	<b>0.00</b>	<b>375.03</b>	<b>-375.03</b>
<b>6400 · Pumping</b>			
6410 · Pumping Fuel & Electricity	68,908.18	78,750.00	-9,841.82
6420 · Pumping Maintenance, Generators	33,249.49	18,749.97	14,499.52
6430 · Pumping Maintenance, General	3,678.64	1,500.03	2,178.61
6440 · Pumping Equipment, Expensed	141.05	375.03	-233.98
<b>Total 6400 · Pumping</b>	<b>105,977.36</b>	<b>99,375.03</b>	<b>6,602.33</b>
<b>6500 · Supply</b>			
6510 · Maintenance, Raw Water Mains	12,231.44	749.97	11,481.47
6520 · Maintenance, Wells	2,095.85	15,000.03	-12,904.18
6530 · Water Purchases	12,305.01	37,500.03	-25,195.02
<b>Total 6500 · Supply</b>	<b>26,632.30</b>	<b>53,250.03</b>	<b>-26,617.73</b>
<b>6600 · Collection/Transmission</b>			
6610 · Hydrants	119.04	3,750.03	-3,630.99
6620 · Maintenance, Water Mains	148,349.14	56,250.00	92,099.14
6630 · Maintenance, Water Svc Lines	16,434.95	7,499.97	8,934.98
6640 · Maintenance, Tanks	16,473.59	3,750.03	12,723.56
6650 · Maint., Distribution General	13,114.51	11,250.00	1,864.51
6660 · Maintenance, Collection System	363.15		
6670 · Meters - Water	4,432.46	56,250.00	-51,817.54
<b>Total 6600 · Collection/Transmission</b>	<b>199,286.84</b>	<b>138,750.03</b>	<b>60,536.81</b>
<b>6700 · Treatment</b>			
6710 · Chemicals & Filtering	9,352.80	45,000.00	-35,647.20
6720 · Maintenance, Treatment Equip.	45,758.50	11,250.00	34,508.50
6730 · Treatment Analysis	32,526.22	26,250.03	6,276.19
<b>Total 6700 · Treatment</b>	<b>87,637.52</b>	<b>82,500.03</b>	<b>5,137.49</b>
<b>6770 · Uniforms</b>	<b>1,382.46</b>	<b>2,625.03</b>	<b>-1,242.57</b>
<b>6800 · Vehicles</b>			
6810 · Fuel	7,070.01	9,000.00	-1,929.99
6820 · Truck Equipment, Expensed	440.08	1,500.03	-1,059.95
6830 · Truck Repairs	4,590.86	3,750.03	840.83
<b>Total 6800 · Vehicles</b>	<b>12,100.95</b>	<b>14,250.06</b>	<b>-2,149.11</b>
<b>Total 6000 · Operations</b>	<b>690,858.92</b>	<b>611,700.30</b>	<b>79,158.62</b>
<b>Total Expense</b>	<b>1,889,921.98</b>	<b>1,827,121.43</b>	<b>62,800.55</b>
<b>Net Ordinary Income</b>	<b>95,458.08</b>	<b>-109,796.31</b>	<b>205,254.39</b>

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Accrual Basis

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

	Jul '24 - Mar 25	Water Budget	\$ Over Budget
<b>Other Income/Expense</b>			
<b>Other Income</b>			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	71,666.80	164,999.97	-93,333.17
7120 · Connection Fees (Remodel)	45,722.30	41,249.97	4,472.33
7130 · Conn. Fees, PFP (New Constr)	92,109.00	142,499.97	-50,390.97
7152 · Connection Fee Refunds	-20,815.00		
7155 · Add'l Fixture Units (Remodel)	19,228.50		
7157 · Fixture Fee Refunds	-18,922.00	-37,500.03	18,578.03
7160 · PFP Pass Thru	-7,591.00		
7165 · Meter Pass Thru Costs	13,029.29		
<b>Total 7100 · Connection Fees</b>	<b>194,427.89</b>	<b>311,249.88</b>	<b>-116,821.99</b>
7250 · CAMP Interest Income	211,711.61	150,000.03	61,711.58
7600 · Bond Revenues, G.O.	528,780.70	896,535.72	-367,755.02
7650 · Water System Reliability	686,523.46	883,611.00	-197,087.54
<b>Total 7000 · Capital Account Revenues</b>	<b>1,621,443.66</b>	<b>2,241,396.63</b>	<b>-619,952.97</b>
<b>Total Other Income</b>	<b>1,621,443.66</b>	<b>2,241,396.63</b>	<b>-619,952.97</b>
<b>Other Expense</b>			
8000 · Capital Improvement Program			
8100 · Water	703,795.93	2,711,250.00	-2,007,454.07
<b>Total 8000 · Capital Improvement Program</b>	<b>703,795.93</b>	<b>2,711,250.00</b>	<b>-2,007,454.07</b>
9000 · Capital Account Expenses			
9100 · Interest Expense - GO Bonds	25,947.70	46,384.00	-20,436.30
9125 · PNC Equipment Lease Interest	3,557.71	3,802.99	-245.28
9150 · SRF Loan	26,644.07	26,644.07	0.00
9210 · Conservation Program/Rebates	0.00	2,250.00	-2,250.00
<b>Total 9000 · Capital Account Expenses</b>	<b>56,149.48</b>	<b>79,081.06</b>	<b>-22,931.58</b>
<b>Total Other Expense</b>	<b>759,945.41</b>	<b>2,790,331.06</b>	<b>-2,030,385.65</b>
<b>Net Other Income</b>	<b>861,498.25</b>	<b>-548,934.43</b>	<b>1,410,432.68</b>
<b>Net Income</b>	<b>956,956.33</b>	<b>-658,730.74</b>	<b>1,615,687.07</b>

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Accrual Basis

**Montara Water & Sanitary District**  
**Balance Sheet by Class**  
**As of March 31, 2025**

	Sewer	Water	TOTAL
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
<b>Sewer - Bank Accounts</b>			
Wells Fargo Operating - Sewer	33,390.80	0.00	33,390.80
CAMP Investment Fund 4021-002			
Capital Reserve	7,067,061.00	0.00	7,067,061.00
Operating Reserve	1,904,035.00	0.00	1,904,035.00
<b>Total CAMP Investment Fund 4021-002</b>	<b>8,971,096.00</b>	<b>0.00</b>	<b>8,971,096.00</b>
<b>LAIF Investment Fund</b>			
Capital Reserve	88,612.60	0.00	88,612.60
<b>Total LAIF Investment Fund</b>	<b>88,612.60</b>	<b>0.00</b>	<b>88,612.60</b>
<b>Total Sewer - Bank Accounts</b>	<b>9,093,099.40</b>	<b>0.00</b>	<b>9,093,099.40</b>
<b>Water - Bank Accounts</b>			
Wells Fargo Operating - Water	0.00	60,508.79	60,508.79
CAMP Investment Fund 4021-001			
Capital Reserve	0.00	5,177,893.64	5,177,893.64
Operating Reserve	0.00	1,213,174.00	1,213,174.00
<b>Total CAMP Investment Fund 4021-001</b>	<b>0.00</b>	<b>6,391,067.64</b>	<b>6,391,067.64</b>
<b>Restricted Cash</b>			
2020 GO Bonds Fund - Chase	0.00	713,150.53	713,150.53
<b>Total Restricted Cash</b>	<b>0.00</b>	<b>713,150.53</b>	<b>713,150.53</b>
<b>Total Water - Bank Accounts</b>	<b>0.00</b>	<b>7,164,726.96</b>	<b>7,164,726.96</b>
<b>Total Checking/Savings</b>	<b>9,093,099.40</b>	<b>7,164,726.96</b>	<b>16,257,826.36</b>
<b>Accounts Receivable</b>			
<b>Sewer - Accounts Receivable</b>			
Lease Receivable	74,585.00	0.00	74,585.00
Accounts Receivable	7,245.84	0.00	7,245.84
<b>Total Sewer - Accounts Receivable</b>	<b>81,830.84</b>	<b>0.00</b>	<b>81,830.84</b>
<b>Water - Accounts Receivable</b>			
Accounts Receivable	0.00	19,324.30	19,324.30
Accounts Rec. - Backflow	0.00	30,075.11	30,075.11
Accounts Rec. - Water Residents	0.00	190,279.52	190,279.52
Unbilled Water Receivables	0.00	248,812.71	248,812.71
<b>Total Water - Accounts Receivable</b>	<b>0.00</b>	<b>488,491.64</b>	<b>488,491.64</b>
<b>Total Accounts Receivable</b>	<b>81,830.84</b>	<b>488,491.64</b>	<b>570,322.48</b>
<b>Other Current Assets</b>			
Fraudulent Activity	994.34	0.00	994.34
Maint/Parts Inventory	0.00	42,656.32	42,656.32
<b>Total Other Current Assets</b>	<b>994.34</b>	<b>42,656.32</b>	<b>43,650.66</b>
<b>Total Current Assets</b>	<b>9,175,924.58</b>	<b>7,695,874.92</b>	<b>16,871,799.50</b>
<b>Fixed Assets</b>			
<b>Sewer - Fixed Assets</b>			
General Plant	11,247,534.15	0.00	11,247,534.15
Land	5,000.00	0.00	5,000.00
<b>Other Capital Improv.</b>			
Sewer-Original Cost	685,599.18	0.00	685,599.18
Other Cap. Improv.	2,564,810.39	0.00	2,564,810.39
<b>Total Other Capital Improv.</b>	<b>3,250,409.57</b>	<b>0.00</b>	<b>3,250,409.57</b>
<b>Seal Cove Collection System</b>	<b>995,505.00</b>	<b>0.00</b>	<b>995,505.00</b>
<b>Sewage Collection Facility</b>			
Collection Facility - Org. Cost	1,349,064.00	0.00	1,349,064.00
Collection Facility - Other	3,991,243.33	0.00	3,991,243.33
<b>Total Sewage Collection Facility</b>	<b>5,340,307.33</b>	<b>0.00</b>	<b>5,340,307.33</b>
<b>Treatment Facility</b>	<b>244,539.84</b>	<b>0.00</b>	<b>244,539.84</b>
Accumulated Depreciation	-11,411,144.00	0.00	-11,411,144.00
<b>Total Sewer - Fixed Assets</b>	<b>9,672,151.89</b>	<b>0.00</b>	<b>9,672,151.89</b>

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Accrual Basis

**Montara Water & Sanitary District**  
**Balance Sheet by Class**  
**As of March 31, 2025**

	Sewer	Water	TOTAL
<b>Water - Fixed Assets</b>			
General Plant	0.00	30,232,251.46	30,232,251.46
Land & Easements	0.00	734,500.00	734,500.00
Surface Water Rights	0.00	300,000.00	300,000.00
Water Meters	0.00	1,058,985.00	1,058,985.00
Fixed Assets - Other	0.00	48,171.78	48,171.78
Accumulated Depreciation	0.00	-16,837,463.00	-16,837,463.00
<b>Total Water - Fixed Assets</b>	<b>0.00</b>	<b>15,536,445.24</b>	<b>15,536,445.24</b>
<b>Total Fixed Assets</b>	<b>9,672,151.89</b>	<b>15,536,445.24</b>	<b>25,208,597.13</b>
<b>Other Assets</b>			
<b>Sewer - Other Assets</b>			
Def'd Amts Related to Pensions	96,249.00	0.00	96,249.00
Joint Power Authority			
SAM - Orig Collection Facility	981,592.00	0.00	981,592.00
SAM - Expansion	1,705,955.08	0.00	1,705,955.08
<b>Total Joint Power Authority</b>	<b>2,687,547.08</b>	<b>0.00</b>	<b>2,687,547.08</b>
<b>Total Sewer - Other Assets</b>	<b>2,783,796.08</b>	<b>0.00</b>	<b>2,783,796.08</b>
<b>Water - Other Assets</b>			
Def'd Amts Related to Pensions	0.00	214,233.00	214,233.00
Due from Sewer	0.00	1,666,622.72	1,666,622.72
<b>Total Water - Other Assets</b>	<b>0.00</b>	<b>1,880,855.72</b>	<b>1,880,855.72</b>
<b>Total Other Assets</b>	<b>2,783,796.08</b>	<b>1,880,855.72</b>	<b>4,664,651.80</b>
<b>TOTAL ASSETS</b>	<b>21,631,872.55</b>	<b>25,113,175.88</b>	<b>46,745,048.43</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Accounts Payable			
Accounts Payable	0.00	54,367.15	54,367.15
<b>Total Accounts Payable</b>	<b>0.00</b>	<b>54,367.15</b>	<b>54,367.15</b>
<b>Other Current Liabilities</b>			
Water - Net Pension Liability	0.00	22,564.00	22,564.00
Sewer - Net Pension Liability	10,138.00	0.00	10,138.00
<b>Sewer - Current Liabilities</b>			
Accrued Vacations	11,697.88	0.00	11,697.88
Deposits Payable	71,569.47	0.00	71,569.47
PNC Equip. Loan - S/T	21,204.50	0.00	21,204.50
<b>Total Sewer - Current Liabilities</b>	<b>104,471.85</b>	<b>0.00</b>	<b>104,471.85</b>
<b>Water - Current Liabilities</b>			
Accrued Vacations	0.00	25,183.74	25,183.74
Construction Deposits Payable	0.00	-1,055.90	-1,055.90
Deposits Payable	0.00	-60,084.37	-60,084.37
GO Bonds - S/T	0.00	-5,311.55	-5,311.55
PNC Equip. Loan - S/T	0.00	21,204.46	21,204.46
SRF Loan Payable X109 - Current	0.00	94,983.78	94,983.78
Temporary Construction Meter	0.00	47,082.82	47,082.82
<b>Total Water - Current Liabilities</b>	<b>0.00</b>	<b>122,002.98</b>	<b>122,002.98</b>
<b>Payroll Liabilities</b>			
Employee Benefits Payable	5,260.08	15,441.90	20,701.98
<b>Total Payroll Liabilities</b>	<b>5,260.08</b>	<b>15,441.90</b>	<b>20,701.98</b>
<b>Total Other Current Liabilities</b>	<b>119,869.93</b>	<b>160,008.88</b>	<b>279,878.81</b>
<b>Total Current Liabilities</b>	<b>119,869.93</b>	<b>214,376.03</b>	<b>334,245.96</b>
<b>Long Term Liabilities</b>			
<b>Sewer - Long Term Liabilities</b>			
Deferred Inflows (Sewer Leases)	68,453.00	0.00	68,453.00
Due to Water Fund	1,666,622.72	0.00	1,666,622.72
Accrued Vacations	27,518.39	0.00	27,518.39
I-Bank Loan	561,508.88	0.00	561,508.88
PNC Equip. Loan - L/T	115,714.54	0.00	115,714.54
<b>Total Sewer - Long Term Liabilities</b>	<b>2,439,817.53</b>	<b>0.00</b>	<b>2,439,817.53</b>

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Accrual Basis

**Montara Water & Sanitary District**  
**Balance Sheet by Class**  
**As of March 31, 2025**

	Sewer	Water	TOTAL
<b>Water - Long Term Liabilities</b>			
2020 GO Bonds	0.00	3,370,557.45	3,370,557.45
Accrued Vacations	0.00	37,439.66	37,439.66
PNC Equip. Loan - L/T	0.00	115,714.61	115,714.61
SRF Loan Payable - X109	0.00	2,144,619.34	2,144,619.34
<b>Total Water - Long Term Liabilities</b>	0.00	5,668,331.06	5,668,331.06
<b>Deferred Inflows (Pensions)</b>			
Sewer	7,336.00	0.00	7,336.00
Water	0.00	16,330.00	16,330.00
<b>Total Deferred Inflows (Pensions)</b>	7,336.00	16,330.00	23,666.00
<b>Total Long Term Liabilities</b>	2,447,153.53	5,684,661.06	8,131,814.59
<b>Total Liabilities</b>	2,567,023.46	5,899,037.09	8,466,060.55
<b>Equity</b>			
<b>Sewer - Equity Accounts</b>			
Capital Assets Net	3,408,252.20	0.00	3,408,252.20
Fund Balance - Unrestricted	8,793,316.07	0.00	8,793,316.07
Retained Earnings	-1,046,375.29	0.00	-1,046,375.29
<b>Total Sewer - Equity Accounts</b>	11,155,192.98	0.00	11,155,192.98
<b>Water - Equity Accounts</b>			
Capital Assets Net	0.00	2,868,858.70	2,868,858.70
Restricted Debt Service	0.00	1,384,997.90	1,384,997.90
Unrestricted	0.00	-1,562,801.59	-1,562,801.59
Retained Earnings	0.00	1,046,375.29	1,046,375.29
<b>Total Water - Equity Accounts</b>	0.00	3,737,430.30	3,737,430.30
<b>Equity Adjustment Account</b>	7,734,879.33	14,519,752.16	22,254,631.49
<b>Net Income</b>	174,776.78	956,956.33	1,131,733.11
<b>Total Equity</b>	19,064,849.09	19,214,138.79	38,278,987.88
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>21,631,872.55</b>	<b>25,113,175.88</b>	<b>46,745,048.43</b>

YTD Cash Information	July	August	September	October	November	December	January	February	March	April	May	June	Target Reserves	\$ Over (Under) Targets	% Over/(Under) Targets
<b>Sewer - Operations</b>															
Wells Fargo Operating	4,987,314.76	4,107,267.90	3,751,614.87	276,951.51	(40,104.39)	4,231,640.08	560,255.56	578,733.41	33,390.80						
<i>Sewer Reserve Accounts</i>															
<i>LAIF</i>															
<i>Capital Reserve</i>	86,701.29	86,701.29	86,701.29	87,593.62	87,593.62	87,593.62	88,612.60	88,612.60	88,612.60						
<i>Operating Reserve</i>	-	-	-	-	-	-	-	-	-						
<i>Subtotal</i>	86,701.29	86,701.29	86,701.29	87,593.62	87,593.62	87,593.62	88,612.60	88,612.60	88,612.60						
<i>CAMP</i>															
<i>Capital Reserve</i>	3,254,660.68	3,278,319.84	3,300,783.56	5,831,199.59	5,862,080.33	4,891,132.00	4,922,313.00	7,033,142.95	7,067,061.00						
<i>Operating Reserve</i>	1,904,035.00	1,904,035.00	1,904,035.00	1,904,035.00	1,904,035.00	1,904,035.00	3,984,035.00	1,904,035.00	1,904,035.00						
<i>Subtotal</i>	5,158,695.68	5,182,354.84	5,204,818.56	7,735,234.59	7,766,115.33	6,795,167.00	8,906,348.00	8,937,177.95	8,971,096.00						
Reserve Totals															
Capital Reserve	3,341,361.97	3,365,021.13	3,387,484.85	5,918,793.21	5,949,673.95	4,978,725.62	5,010,925.60	7,121,755.55	7,155,673.60				6,677,754.00	477,919.60	107%
Operating Reserve	1,904,035.00	1,904,035.00	1,904,035.00	1,904,035.00	1,904,035.00	1,904,035.00	3,984,035.00	1,904,035.00	1,904,035.00				1,904,035.00	-	100%
Total Reserves	5,245,396.97	5,269,056.13	5,291,519.85	7,822,828.21	7,853,708.95	6,882,760.62	8,994,960.60	9,025,790.55	9,059,708.60						
<b>Water Operations</b>															
Wells Fargo Operating	100,511.10	19,933.88	40,414.03	62,167.78	83,635.87	22,572.00	22,872.71	41,745.02	60,508.79						
<b>Water - Reserve Accounts</b>															
<i>CAMP - Reserve Funds</i>															
Capital Reserve	4,190,939.53	4,316,064.44	4,340,031.81	4,363,701.77	4,385,965.87	4,408,383.09	4,431,767.03	5,153,730.20	5,177,893.64				5,446,500.00	(268,606.36)	95%
Operating Reserve	1,213,174.00	1,213,174.00	1,213,174.00	1,213,174.00	1,213,174.00	1,213,174.00	1,913,174.00	1,213,174.00	1,213,174.00				1,213,174.00	-	100%
Subtotal	5,404,113.53	5,529,238.44	5,553,205.81	5,576,875.77	5,599,139.87	5,621,557.09	6,344,941.03	6,366,904.20	6,391,067.64						
<b>Water - Restricted Accounts</b>															
<i>JP Morgan Chase</i>															
2020 GO Bond Fund	1,166,356.59	659,468.95	676,080.48	676,206.75	682,155.47	682,155.47	1,125,500.61	713,150.53	713,150.53						
Subtotal	1,166,356.59	659,468.95	676,080.48	676,206.75	682,155.47	682,155.47	1,125,500.61	713,150.53	713,150.53	-	-	-			
<b>Total Cash &amp; Equivalents</b>	<b>16,903,692.95</b>	<b>15,584,965.30</b>	<b>15,312,835.04</b>	<b>14,415,030.02</b>	<b>14,178,535.77</b>	<b>17,440,685.26</b>	<b>17,048,530.51</b>	<b>16,726,323.71</b>	<b>16,257,826.36</b>	<b>-</b>	<b>-</b>	<b>-</b>			

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

												TOTAL			
												Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense															
Income															
4220 · Cell Tower Lease												129,239.11	86,500.00	42,739.11	149.41%
4400 · Fees															
4410 · Administrative Fee (New Constr)												3,946.00	4,000.00	-54.00	98.65%
4420 · Administrative Fee (Remodel)												529.00	1,000.00	-471.00	52.9%
4430 · Inspection Fee (New Constr)												3,739.00	4,000.00	-261.00	93.48%
4440 · Inspection Fee (Remodel)												684.00	1,000.00	-316.00	68.4%
4460 · Remodel Fees												6,903.00	8,000.00	-1,097.00	86.29%
Total 4400 · Fees												15,801.00	18,000.00	-2,199.00	87.78%
4510 · Grants												107,576.81			
4610 · Property Tax Receipts												416,556.44	400,000.00	16,556.44	104.14%
4710 · Sewer Service Charges												2,373,594.26	4,071,594.00	-1,697,999.74	58.3%
4720 · Sewer Service Refunds, Customer												-32,337.70	-30,000.00	-2,337.70	107.79%
4760 · Waste Collection Revenues												21,952.33	32,000.00	-10,047.67	68.6%
4990 · Other Revenue												100.30			
Total Income												3,032,482.55	4,578,094.00	-1,545,611.45	66.24%
Gross Profit												3,032,482.55	4,578,094.00	-1,545,611.45	66.24%
Expense															
5000 · Administrative															
5190 · Bank Fees												4,453.21	6,000.00	-1,546.79	74.22%
5200 · Board of Directors															
5210 · Board Meetings												1,622.22	6,000.00	-4,377.78	27.04%
5220 · Director Fees												3,037.50	10,000.00	-6,962.50	30.38%
5230 · Election Expenses													7,500.00	-7,500.00	
Total 5200 · Board of Directors												4,659.72	23,500.00	-18,840.28	19.83%
5250 · Conference Attendance												1,687.80	10,000.00	-8,312.20	16.88%
5270 · Information Systems												12,233.49	6,000.00	6,233.49	203.89%
5300 · Insurance															
5310 · Fidelity Bond													500.00	-500.00	
5320 · Property & Liability Insurance												13,171.63	13,000.00	171.63	101.32%
Total 5300 · Insurance												13,171.63	13,500.00	-328.37	97.57%
5350 · LAFCO Assessment													3,100.00	-3,100.00	
5400 · Legal															
5430 · General Legal												34,651.82	200,000.00	-165,348.18	17.33%
5440 · Litigation												53,870.49			
Total 5400 · Legal												88,522.31	200,000.00	-111,477.69	44.26%
5510 · Maintenance, Office												2,351.24	10,000.00	-7,648.76	23.51%
5530 · Memberships												4,669.00	5,200.00	-531.00	89.79%
5540 · Office Supplies												5,947.29	8,500.00	-2,552.71	69.97%
5550 · Postage												1,771.63	2,000.00	-228.37	88.58%
5560 · Printing & Publishing												3,014.54	4,500.00	-1,485.46	66.99%
5600 · Professional Services															
5610 · Accounting												31,425.00	40,000.00	-8,575.00	78.56%
5620 · Audit												14,500.00	14,938.00	-438.00	97.07%
5630 · Consulting												47,321.55	52,250.00	-4,928.45	90.57%
5640 · Data Services												9,508.05	10,200.00	-691.95	93.22%
5650 · Labor & HR Support												1,921.50	3,000.00	-1,078.50	64.05%
5660 · Payroll Services												967.75	1,200.00	-232.25	80.65%
Total 5600 · Professional Services												105,643.85	121,588.00	-15,944.15	86.89%



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
5710 · San Mateo Co. Tax Roll Charges				119.00									119.00	2,500.00	-2,381.00	4.76%
5720 · Telephone & Internet	2,185.29	2,545.73	2,212.06	2,833.07	2,343.26	2,696.67	2,622.68	2,368.60	2,557.45				22,364.81	35,000.00	-12,635.19	63.9%
5730 · Mileage Reimbursement				361.01		426.14	294.99	752.71	25.00				1,859.85	2,000.00	-140.15	92.99%
5740 · Reference Materials														200.00	-200.00	
5790 · Other Adminstrative		15,311.63				5,544.00		4,251.67	50.33				25,157.63			
5800 · Labor																
5810 · CalPERS 457 Deferred Plan	2,007.44	3,024.24	1,835.06	1,948.91	1,964.48	1,911.10	4,923.95	1,865.38	1,945.71				21,426.27	23,579.00	-2,152.73	90.87%
5820 · Employee Benefits	4,752.19	4,658.89	4,825.81	4,787.29	4,834.33	5,042.24	5,042.24	9,923.59	160.89				44,027.47	60,916.00	-16,888.53	72.28%
5830 · Disability Insurance	159.57	159.57	159.57	159.57	159.57	159.57	159.57	159.57	159.57				1,436.13	2,211.00	-774.87	64.95%
5840 · Payroll Taxes	2,203.35	2,636.74	1,447.68	1,572.21	1,038.90	1,024.45	2,179.51	2,105.36	2,202.31				16,410.51	26,180.00	-9,769.49	62.68%
5850 · PARS	1,902.94	1,609.40	1,138.95	1,187.08	609.15	638.16	1,979.96	1,817.26	1,871.49				12,754.39	24,322.00	-11,567.61	52.44%
5900 · Wages																
5910 · Management	10,034.88	26,047.38	10,234.88	10,234.88	10,234.88	10,297.38	10,234.88	10,234.88	10,234.88				107,788.92	143,082.00	-35,293.08	75.33%
5920 · Staff	17,857.93	17,585.00	16,593.06	18,080.57	18,594.65	17,580.11	18,080.57	15,793.70	16,693.91				156,859.50	195,379.00	-38,519.50	80.29%
5930 · Staff Certification	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00				1,575.00	1,800.00	-225.00	87.5%
5940 · Staff Overtime	734.40	388.80	216.00	356.40	64.80	259.20		1,317.60	1,684.80				5,022.00	1,722.00	3,300.00	291.64%
Total 5900 · Wages	28,802.21	44,196.18	27,218.94	28,846.85	29,069.33	28,311.69	28,490.45	27,521.18	28,788.59				271,245.42	341,983.00	-70,737.58	79.32%
5960 · Worker's Comp Insurance			710.63			705.15							1,415.78	3,032.00	-1,616.22	46.7%
Total 5800 · Labor	39,827.70	56,285.02	37,336.64	38,501.91	37,675.76	37,792.36	42,775.68	43,392.34	35,128.56				368,715.97	482,223.00	-113,507.03	76.46%
Total 5000 · Administrative	71,361.58	100,113.89	72,879.68	72,265.51	87,840.50	67,845.46	56,752.85	90,344.94	46,938.56				666,342.97	935,811.00	-269,468.03	71.21%
6000 · Operations																
6170 · Claims, Property Damage														10,000.00	-10,000.00	
6195 · Education & Training						2,250.00			80.75				2,330.75	4,000.00	-1,669.25	58.27%
6200 · Engineering																
6220 · General Engineering	7,855.00	3,586.00	7,202.50	3,547.50	9,997.50	4,730.00	2,306.25	1,547.00	5,951.00				46,722.75	40,000.00	6,722.75	116.81%
Total 6200 · Engineering	7,855.00	3,586.00	7,202.50	3,547.50	9,997.50	4,730.00	2,306.25	1,547.00	5,951.00				46,722.75	40,000.00	6,722.75	116.81%
6320 · Equipment & Tools, Expensed									131.24				131.24			
6330 · Facilities																
6335 · Alarm Services	557.10	430.08	570.24	557.10	430.08	570.24	557.10	545.08	570.24				4,787.26	6,500.00	-1,712.74	73.65%
6337 · Landscaping		1,500.00		1,325.00									2,825.00	6,000.00	-3,175.00	47.08%
Total 6330 · Facilities	557.10	1,930.08	570.24	1,882.10	430.08	570.24	557.10	545.08	570.24				7,612.26	12,500.00	-4,887.74	60.9%
6400 · Pumping																
6410 · Pumping Fuel & Electricity	4,132.24	3,979.98	4,073.44	3,070.11	3,618.49	3,753.72	4,996.64	19,492.01	4,338.00				51,454.63	57,000.00	-5,545.37	90.27%
6420 · Pumping Maintenance, Generators	52.64	3,093.70											3,146.34	10,000.00	-6,853.66	31.46%
6440 · Pumping Equipment, Expensed			0.09										0.09			
Total 6400 · Pumping	4,184.88	7,073.68	4,073.53	3,070.11	3,618.49	3,753.72	4,996.64	19,492.01	4,338.00				54,601.06	67,000.00	-12,398.94	81.49%
6600 · Collection/Transmission																
6660 · Maintenance, Collection System														10,000.00	-10,000.00	
6665 · Meters - Sewer			115.44	57.90	1,238.17	67.58	2,750.51	67.58					4,297.18	75,000.00	-70,702.82	5.73%
Total 6600 · Collection/Transmission			115.44	57.90	1,238.17	67.58	2,750.51	67.58					4,297.18	85,000.00	-80,702.82	5.06%
6770 · Uniforms														200.00	-200.00	
6800 · Vehicles																
6810 · Fuel		595.47	291.53	306.05	191.83	211.54	163.30	292.17	304.78				2,356.67	3,500.00	-1,143.33	67.33%
6820 · Truck Equipment, Expensed		14.75		2.73	5.19	1.37	119.57		3.07				146.68	500.00	-353.32	29.34%
6830 · Truck Repairs		256.79			493.98			54.26	725.26				1,530.29	1,000.00	530.29	153.03%
Total 6800 · Vehicles		867.01	291.53	308.78	691.00	212.91	282.87	346.43	1,033.11				4,033.64	5,000.00	-966.36	80.67%
6900 · Sewer Authority Midcoastside																
6910 · SAM Collections	19,764.58	19,764.58	19,764.58	19,764.58	19,764.58	19,764.58	19,764.58	19,764.58	19,764.58				177,881.22	237,175.00	-59,293.78	75.0%
6920 · SAM Operations	155,698.55	155,698.55	155,698.55	155,698.55	155,698.55	155,698.55	155,698.55	155,698.55	155,698.55				1,401,286.95	2,218,382.00	-817,095.05	63.17%
6930 · SAM Prior Year Adjustment								68,609.81					68,609.81			

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
6940 · SAM Maintenance, Collection Sys		1,800.00		6,290.00		7,944.00							16,034.00	45,000.00	-28,966.00	35.63%
6950 · SAM Maintenance, Pumping		3,579.66	23,497.56	18,847.53	36,137.06		10,563.03	40,263.00	11,575.69				144,463.53	130,000.00	14,463.53	111.13%
6960 · SAM NDWSCP								15,441.88					15,441.88	18,000.00	-2,558.12	85.79%
Total 6900 · Sewer Authority Midcoastside	175,463.13	180,842.79	198,960.69	200,600.66	211,600.19	183,407.13	186,026.16	299,777.82	187,038.82				1,823,717.39	2,648,557.00	-824,839.61	68.86%
Total 6000 · Operations	188,060.11	194,299.56	211,213.93	209,467.05	227,575.43	194,991.58	196,919.53	321,775.92	199,143.16				1,943,446.27	2,872,257.00	-928,810.73	67.66%
Total Expense	259,421.69	294,413.45	284,093.61	281,732.56	315,415.93	262,837.04	253,672.38	412,120.86	246,081.72				2,609,789.24	3,808,068.00	-1,198,278.76	68.53%
Net Ordinary Income	-248,631.71	-180,054.18	-273,192.34	-306,868.67	-268,639.44	1,986,238.25	-133,279.50	44,690.62	-197,569.72				422,693.31	770,026.00	-347,332.69	54.89%
Other Income/Expense																
Other Income																
7000 · Capital Account Revenues																
7100 · Connection Fees																
7110 · Connection Fees (New Constr)			9,555.00		40,850.00		36,477.00						86,882.00	210,000.00	-123,118.00	41.37%
7120 · Connection Fees (Remodel)			-2,154.00				17,508.00	28,161.00	16,049.00				59,564.00	60,000.00	-436.00	99.27%
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		5,836.00	26,262.00	-701.00		29,180.00	43,770.00				120,632.00	115,000.00	5,632.00	104.9%
7157 · Fixture Fee Refunds				-2,682.00				-4,486.50					-7,168.50			
Total 7100 · Connection Fees		16,285.00	7,401.00	3,154.00	67,112.00	-701.00	53,985.00	52,854.50	59,819.00				259,909.50	415,000.00	-155,090.50	62.63%
7200 · Interest Income																
7205 · CAMP Interest Earnings	22,117.56	23,659.16	22,463.72	30,416.03	30,880.74	29,051.67	31,181.00	30,829.95	33,918.05				254,517.88			
7210 · LAIF Interest Earnings	76,123.17			892.33			1,018.98						78,034.48			
7200 · Interest Income - Other														160,000.00	-160,000.00	
Total 7200 · Interest Income	98,240.73	23,659.16	22,463.72	31,308.36	30,880.74	29,051.67	32,199.98	30,829.95	33,918.05				332,552.36	160,000.00	172,552.36	207.85%
Total 7000 · Capital Account Revenues	98,240.73	39,944.16	29,864.72	34,462.36	97,992.74	28,350.67	86,184.98	83,684.45	93,737.05				592,461.86	575,000.00	17,461.86	103.04%
Total Other Income	98,240.73	39,944.16	29,864.72	34,462.36	97,992.74	28,350.67	86,184.98	83,684.45	93,737.05				592,461.86	575,000.00	17,461.86	103.04%
Other Expense																
8000 · Capital Improvement Program																
8075 · Sewer	18,077.00	14,285.31	17,227.50	504,179.07	14,166.50	77,554.52	30,546.48	91,875.51	58,830.24				826,742.13	5,650,754.00	-4,824,011.87	14.63%
Total 8000 · Capital Improvement Program	18,077.00	14,285.31	17,227.50	504,179.07	14,166.50	77,554.52	30,546.48	91,875.51	58,830.24				826,742.13	5,650,754.00	-4,824,011.87	14.63%
9000 · Capital Account Expenses																
9125 · PNC Equipment Lease Interest	245.28	473.83	456.83	439.80	422.72	405.59	388.43	371.22	353.98				3,557.68	4,761.00	-1,203.32	74.73%
9200 · I-Bank Loan	1,515.57						8,563.01						10,078.58	17,656.00	-7,577.42	57.08%
Total 9000 · Capital Account Expenses	1,760.85	473.83	456.83	439.80	422.72	405.59	8,951.44	371.22	353.98				13,636.26	22,417.00	-8,780.74	60.83%
Total Other Expense	19,837.85	14,759.14	17,684.33	504,618.87	14,589.22	77,960.11	39,497.92	92,246.73	59,184.22				840,378.39	5,673,171.00	-4,832,792.61	14.81%
Net Other Income	78,402.88	25,185.02	12,180.39	-470,156.51	83,403.52	-49,609.44	46,687.06	-8,562.28	34,552.83				-247,916.53	-5,098,171.00	4,850,254.47	4.86%
Net Income	-170,228.83	-154,869.16	-261,011.95	-777,025.18	-185,235.92	1,936,628.81	-86,592.44	36,128.34	-163,016.89				174,776.78	-4,328,145.00	4,502,921.78	-4.04%

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

												TOTAL			
												Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense															
Income															
4400 · Fees															
4410 · Administrative Fee (New Constr)												5,881.00	2,000.00	3,881.00	294.05%
4420 · Administrative Fee (Remodel)													600.00	-600.00	
4430 · Inspection Fee (New Constr)												5,572.00	2,000.00	3,572.00	278.6%
4450 · Mainline Extension Fees															
Total 4400 · Fees												11,453.00	4,600.00	6,853.00	248.98%
4510 · Grants															
4610 · Property Tax Receipts												416,556.34	400,000.00	16,556.34	104.14%
4740 · Testing, Backflow												25,735.00	18,500.00	7,235.00	139.11%
4810 · Water Sales, Domestic												1,536,938.16	2,016,000.00	-479,061.84	76.24%
4850 · Water Sales Refunds, Customer												-10,678.29	-16,000.00	5,321.71	66.74%
4990 · Other Revenue												5,215.85			
Total Income												1,985,380.06	2,423,100.00	-437,719.94	81.94%
Gross Profit												1,985,380.06	2,423,100.00	-437,719.94	81.94%
Expense															
5000 · Administrative															
5190 · Bank Fees												3,760.66	6,000.00	-2,239.34	62.68%
5200 · Board of Directors															
5210 · Board Meetings												1,622.22	6,000.00	-4,377.78	27.04%
5220 · Director Fees												3,037.50	10,000.00	-6,962.50	30.38%
5230 · Election Expenses													10,000.00	-10,000.00	
Total 5200 · Board of Directors												4,659.72	26,000.00	-21,340.28	17.92%
5240 · CDPH Fees												20,674.08	20,000.00	674.08	103.37%
5250 · Conference Attendance												4,131.92	15,000.00	-10,868.08	27.55%
5270 · Information Systems												12,233.48	6,500.00	5,733.48	188.21%
5300 · Insurance															
5310 · Fidelity Bond													500.00	-500.00	
5320 · Property & Liability Insurance												15,031.63	14,000.00	1,031.63	107.37%
Total 5300 · Insurance												15,031.63	14,500.00	531.63	103.67%
5350 · LAFCO Assessment													3,700.00	-3,700.00	
5400 · Legal															
5430 · General Legal												37,857.46	75,000.00	-37,142.54	50.48%
5440 · Litigation													160.00		
Total 5400 · Legal												38,017.46	75,000.00	-36,982.54	50.69%
5510 · Maintenance, Office												1,599.99	10,000.00	-8,400.01	16.0%
5530 · Memberships												25,743.59	25,000.00	743.59	102.97%
5540 · Office Supplies												5,782.94	8,000.00	-2,217.06	72.29%
5550 · Postage												18,358.59	19,000.00	-641.41	96.62%
5560 · Printing & Publishing												3,576.49	10,000.00	-6,423.51	35.77%
5600 · Professional Services															
5610 · Accounting												31,425.00	40,000.00	-8,575.00	78.56%
5620 · Audit												14,500.00	14,938.00	-438.00	97.07%
5630 · Consulting												47,321.50	50,000.00	-2,678.50	94.64%
5640 · Data Services													12,000.00	-12,000.00	
5650 · Labor & HR Support												1,921.50	3,000.00	-1,078.50	64.05%
5660 · Payroll Services												967.75	1,200.00	-232.25	80.65%
Total 5600 · Professional Services												96,135.75	121,138.00	-25,002.25	79.36%
5710 · San Mateo Co. Tax Roll Charges												119.00	2,500.00	-2,381.00	4.76%

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
5720 · Telephone & Internet	3,117.63	3,804.38	3,216.83	3,400.94	3,335.65	3,689.07	3,806.08	3,004.81	3,893.39				31,268.78	40,000.00	-8,731.22	78.17%
5730 · Mileage Reimbursement				361.00		426.13	794.94	764.71	25.00				2,371.78	2,000.00	371.78	118.59%
5740 · Reference Materials														500.00	-500.00	
5790 · Other Adminstrative	21.40	-101.00		38.13	204.41			235.93	68.26				467.13			
5800 · Labor																
5810 · CalPERS 457 Deferred Plan	4,837.19	5,579.78	4,427.21	4,612.01	4,494.34	5,023.14	7,602.94	4,346.46	4,632.10				45,555.17	55,390.00	-9,834.83	82.24%
5820 · Employee Benefits	13,917.67	13,861.77	14,323.59	14,208.03	14,375.66	14,958.13	14,958.13	29,451.30	464.96				130,519.24	181,241.00	-50,721.76	72.01%
5830 · Disability Insurance	340.32	340.32	340.32	340.32	340.32	340.32	340.32	340.32	340.32				3,062.88	5,815.00	-2,752.12	52.67%
5840 · Payroll Taxes	5,542.88	5,994.69	4,832.99	5,031.16	4,179.40	4,322.17	5,197.75	5,190.39	5,067.09				45,358.52	68,858.00	-23,499.48	65.87%
5850 · PARS	4,263.09	3,824.46	3,268.84	3,519.82	2,752.89	2,883.98	4,327.90	3,858.94	4,031.58				32,731.50	51,066.00	-18,334.50	64.1%
5900 · Wages																
5910 · Management	10,034.88	26,047.38	10,234.88	10,234.88	10,234.88	10,297.38	10,234.88	10,234.88	10,234.88				107,788.92	143,082.00	-35,293.08	75.33%
5920 · Staff	53,447.36	55,552.05	52,990.64	57,157.86	52,872.06	54,578.39	51,425.81	48,569.70	45,301.57				471,895.44	568,704.00	-96,808.56	82.98%
5930 · Staff Certification	925.00	950.00	975.00	975.00	975.00	975.00	975.00	975.00	975.00				8,700.00	11,400.00	-2,700.00	76.32%
5940 · Staff Overtime	6,400.57	3,922.39	5,759.89	3,679.59	4,399.70	3,923.49	3,664.99	6,578.33	8,020.76				46,349.71	61,175.00	-14,825.29	75.77%
5950 · Staff Standby	1,647.82	1,618.58	1,510.62	2,014.07	1,639.97	1,645.03	1,643.33	1,490.32	1,704.12				14,913.86	29,962.00	-15,048.14	49.78%
Total 5900 · Wages	72,455.63	88,090.40	71,471.03	74,061.40	70,121.61	71,419.29	67,944.01	67,848.23	66,236.33				649,647.93	814,323.00	-164,675.07	79.78%
5960 · Worker's Comp Insurance			4,173.56			4,081.27							8,254.83	29,218.00	-20,963.17	28.25%
Total 5800 · Labor	101,356.78	117,691.42	102,837.54	101,772.74	96,264.22	103,028.30	100,371.05	111,035.64	80,772.38				915,130.07	1,205,911.00	-290,780.93	75.89%
Total 5000 · Administrative	135,335.14	139,503.25	121,926.98	135,431.50	155,247.05	132,979.25	134,431.23	149,572.92	94,635.74				1,199,063.06	1,610,749.00	-411,685.94	74.44%
6000 · Operations																
6160 · Backflow Prevention						715.42			260.72				976.14	1,100.00	-123.86	88.74%
6170 · Claims, Property Damage														10,000.00	-10,000.00	
6180 · Communications																
6185 · SCADA Maintenance	48.80			3,790.00	5,240.00		1,980.00	3,838.32	1,980.00				16,877.12	15,000.00	1,877.12	112.51%
6180 · Communications - Other																
Total 6180 · Communications	48.80			3,790.00	5,240.00		1,980.00	3,838.32	1,980.00				16,877.12	15,000.00	1,877.12	112.51%
6195 · Education & Training	59.00		1,500.00	1,962.35		3,990.00	3,540.00	524.98	577.72				12,154.05	8,000.00	4,154.05	151.93%
6200 · Engineering																
6220 · General Engineering			-300.00										-300.00	10,000.00	-10,300.00	-3.0%
6230 · Water Quality Engineering	8,340.00	6,515.00	7,277.50	27,662.50	17,617.50	17,217.50	33,665.00	30,662.50	44,296.22				193,253.72	200,000.00	-6,746.28	96.63%
Total 6200 · Engineering	8,340.00	6,515.00	6,977.50	27,662.50	17,617.50	17,217.50	33,665.00	30,662.50	44,296.22				192,953.72	210,000.00	-17,046.28	91.88%
6320 · Equipment & Tools, Expensed		1,114.92	340.42	1,055.05	1,137.96	986.31	1,864.37	1,494.97	293.42				8,287.42	10,000.00	-1,712.58	82.87%
6330 · Facilities																
6335 · Alarm Services	127.02		140.16	127.02		140.16	127.02		267.16				928.54	2,000.00	-1,071.46	46.43%
6337 · Landscaping	860.00	1,500.00	1,925.00	2,390.00	1,149.01	3,330.30	1,065.00	1,925.00					14,144.31	18,000.00	-3,855.69	78.58%
6330 · Facilities - Other					4,447.54	14.54	871.01	5,495.86					10,828.95			
Total 6330 · Facilities	987.02	1,500.00	2,065.16	2,517.02	5,596.55	3,485.00	2,063.03	7,420.86	267.16				25,901.80	20,000.00	5,901.80	129.51%
6370 · Lab Supplies & Equipment		269.40					421.84						691.24	20,000.00	-19,308.76	3.46%
6380 · Meter Reading														500.00	-500.00	
6400 · Pumping																
6410 · Pumping Fuel & Electricity	4,132.24	6,452.21	6,647.98	5,044.13	5,673.32	5,346.32	7,068.53	22,213.55	6,329.90				68,908.18	105,000.00	-36,091.82	65.63%
6420 · Pumping Maintenance, Generators	59.28	3,838.06		111.68	6,824.00	1,939.46	20,439.55		37.46				33,249.49	25,000.00	8,249.49	133.0%
6430 · Pumping Maintenance, General				30.14			3,648.50						3,678.64	2,000.00	1,678.64	183.93%
6440 · Pumping Equipment, Expensed			141.05										141.05	500.00	-358.95	28.21%
Total 6400 · Pumping	4,191.52	10,290.27	6,789.03	5,185.95	12,497.32	7,285.78	31,156.58	22,213.55	6,367.36				105,977.36	132,500.00	-26,522.64	79.98%
6500 · Supply																
6510 · Maintenance, Raw Water Mains			404.54	11,826.90									12,231.44	1,000.00	11,231.44	1,223.14%
6520 · Maintenance, Wells				-815.00	8.30	2,838.80		63.75					2,095.85	20,000.00	-17,904.15	10.48%
6530 · Water Purchases				6,156.75			6,148.26						12,305.01	50,000.00	-37,694.99	24.61%

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

													TOTAL			
													Jul '24 - Jun 25	Budget	\$ Over Budget	% of Budget
	Jul 24	Aug 24	Sep 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25	Jun 25				
Total 6500 · Supply			404.54	17,168.65	8.30	2,838.80	6,148.26	63.75					26,632.30	71,000.00	-44,367.70	37.51%
6600 · Collection/Transmission																
6610 · Hydrants					119.04								119.04	5,000.00	-4,880.96	2.38%
6620 · Maintenance, Water Mains		4,234.93	17,010.94	4,195.95	3,916.75		696.72		118,293.85				148,349.14	75,000.00	73,349.14	197.8%
6630 · Maintenance, Water Svc Lines					2,032.45	5,080.04			9,322.46				16,434.95	10,000.00	6,434.95	164.35%
6640 · Maintenance, Tanks			562.90	142.85	450.00	14,866.70		451.14					16,473.59	5,000.00	11,473.59	329.47%
6650 · Maint., Distribution General			12,963.63						150.88				13,114.51	15,000.00	-1,885.49	87.43%
6660 · Maintenance, Collection System					363.15								363.15			
6670 · Meters - Water			115.44	57.90	1,238.18	67.59	2,750.52	67.59	135.24				4,432.46	75,000.00	-70,567.54	5.91%
Total 6600 · Collection/Transmission		4,234.93	30,652.91	4,396.70	8,119.57	20,014.33	3,447.24	518.73	127,902.43				199,286.84	185,000.00	14,286.84	107.72%
6700 · Treatment																
6710 · Chemicals & Filtering	1,323.27		2,768.75	1,246.93	1,732.20	84.12	1,050.60		1,146.93				9,352.80	60,000.00	-50,647.20	15.59%
6720 · Maintenance, Treatment Equip.	5,664.42	6,094.72	3,837.11	3,207.49	6,617.47	10,222.51	6,677.57	1,867.10	1,570.11				45,758.50	15,000.00	30,758.50	305.06%
6730 · Treatment Analysis	111.56	2,807.00	2,161.00	818.12	3,859.64	3,577.24	8,462.44	4,628.24	6,100.98				32,526.22	35,000.00	-2,473.78	92.93%
Total 6700 · Treatment	7,099.25	8,901.72	8,766.86	5,272.54	12,209.31	13,883.87	16,190.61	6,495.34	8,818.02				87,637.52	110,000.00	-22,362.48	79.67%
6770 · Uniforms		220.00	575.74	114.80		93.52		378.40					1,382.46	3,500.00	-2,117.54	39.5%
6800 · Vehicles																
6810 · Fuel	1,444.23	342.19	874.59	918.16	575.49	634.61	489.88	876.53	914.33				7,070.01	12,000.00	-4,929.99	58.92%
6820 · Truck Equipment, Expensed		44.25		8.20	15.58	4.11	358.72		9.22				440.08	2,000.00	-1,559.92	22.0%
6830 · Truck Repairs	3,003.08	-256.79			-493.98			162.76	2,175.79				4,590.86	5,000.00	-409.14	91.82%
Total 6800 · Vehicles	4,447.31	129.65	874.59	926.36	97.09	638.72	848.60	1,039.29	3,099.34				12,100.95	19,000.00	-6,899.05	63.69%
Total 6000 · Operations	25,172.90	33,175.89	58,946.75	70,051.92	62,523.60	71,149.25	101,325.53	74,650.69	193,862.39				690,858.92	815,600.00	-124,741.08	84.71%
Total Expense	160,508.04	172,679.14	180,873.73	205,483.42	217,770.65	204,128.50	235,756.76	224,223.61	288,498.13				1,889,921.98	2,426,349.00	-536,427.02	77.89%
Net Ordinary Income	64,001.11	86,900.45	35,215.51	-77,553.40	-105,372.39	207,028.50	74,367.07	-97,263.55	-91,865.22				95,458.08	-3,249.00	98,707.08	-2,938.08%
Other Income/Expense																
Other Income																
7000 · Capital Account Revenues																
7100 · Connection Fees																
7110 · Connection Fees (New Constr)			6,716.00		28,203.00		25,638.00		11,109.80				71,666.80	220,000.00	-148,333.20	32.58%
7120 · Connection Fees (Remodel)		10,682.50					2,565.00	32,474.80					45,722.30	55,000.00	-9,277.70	83.13%
7130 · Conn. Fees, PFP (New Constr)		16,553.00	21,872.00		12,786.00		24,986.00		15,912.00				92,109.00	190,000.00	-97,891.00	48.48%
7152 · Connection Fee Refunds	-20,815.00												-20,815.00			
7155 · Add'l Fixture Units (Remodel)				10,255.20	8,973.30								19,228.50			
7157 · Fixture Fee Refunds	-18,922.00												-18,922.00	-50,000.00	31,078.00	37.84%
7160 · PFP Pass Thru							1,414.00	-9,005.00					-7,591.00			
7165 · Meter Pass Thru Costs	1,523.06	590.50	556.23	2,895.00	707.00			2,825.50	3,932.00				13,029.29			
Total 7100 · Connection Fees	-38,213.94	27,826.00	29,144.23	13,150.20	50,669.30		54,603.00	26,295.30	30,953.80				194,427.89	415,000.00	-220,572.11	46.85%
7250 · CAMP Interest Income	24,757.50	25,124.91	23,967.37	23,669.96	22,264.10	22,417.22	23,383.94	21,963.17	24,163.44				211,711.61	200,000.00	11,711.61	105.86%
7600 · Bond Revenues, G.O.		7.60	-69.76	195.62	6,400.26	440,996.91	1,827.34	79,422.73					528,780.70	1,195,381.00	-666,600.30	44.24%
7650 · Water System Reliability						601,963.27		84,324.81	235.38				686,523.46	1,178,148.00	-491,624.54	58.27%
Total 7000 · Capital Account Revenues	-13,456.44	52,958.51	53,041.84	37,015.78	79,333.66	1,065,377.40	79,814.28	212,006.01	55,352.62				1,621,443.66	2,988,529.00	-1,367,085.34	54.26%
Total Other Income	-13,456.44	52,958.51	53,041.84	37,015.78	79,333.66	1,065,377.40	79,814.28	212,006.01	55,352.62				1,621,443.66	2,988,529.00	-1,367,085.34	54.26%
Other Expense																
8000 · Capital Improvement Program																
8100 · Water	9,257.50	32,546.19	33,844.77	166,350.00	28,973.19	10,510.95	236,782.96	22,715.00	162,815.37				703,795.93	3,615,000.00	-2,911,204.07	19.47%
Total 8000 · Capital Improvement Program	9,257.50	32,546.19	33,844.77	166,350.00	28,973.19	10,510.95	236,782.96	22,715.00	162,815.37				703,795.93	3,615,000.00	-2,911,204.07	19.47%
9000 · Capital Account Expenses																
9100 · Interest Expense - GO Bonds		4,087.29						21,860.41					25,947.70	46,384.00	-20,436.30	55.94%
9125 · PNC Equipment Lease Interest	245.28	473.83	456.84	439.80	422.72	405.60	388.43	371.23	353.98				3,557.71	4,761.00	-1,203.29	74.73%
9150 · SRF Loan					26,644.07								26,644.07	52,216.00	-25,571.93	51.03%

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
9210 · Conservation Program/Rebates														3,000.00	-3,000.00	
Total 9000 · Capital Account Expenses	245.28	4,561.12	456.84	439.80	27,066.79	405.60	388.43	22,231.64	353.98				56,149.48	106,361.00	-50,211.52	52.79%
Total Other Expense	9,502.78	37,107.31	34,301.61	166,789.80	56,039.98	10,916.55	237,171.39	44,946.64	163,169.35				759,945.41	3,721,361.00	-2,961,415.59	20.42%
Net Other Income	-22,959.22	15,851.20	18,740.23	-129,774.02	23,293.68	1,054,460.85	-157,357.11	167,059.37	-107,816.73				861,498.25	-732,832.00	1,594,330.25	-117.56%
Net Income	41,041.89	102,751.65	53,955.74	-207,327.42	-82,078.71	1,261,489.35	-82,990.04	69,795.82	-199,681.95				956,956.33	-736,081.00	1,693,037.33	-130.01%

# Montara Water & Sanitary District

## Check Detail

April 25 - 30, 2025

Date	Num	Name	Paid Amount	
<b>Warrants Report for 05/01/2025 Board of Directors Consent Agenda</b>				
<b>SPLIT</b>				
04/03/2025	15443	ACWA/JPIA	-19,374.52	PAID
04/03/2025	15444	Aztec Gardens	-860.00	PAID
04/03/2025	15445	CalPERS 457 Plan	-8,402.44	PAID
04/03/2025	15446	Huntington National Bank	-14,775.00	PAID
04/03/2025	15447	RVE ACCOUNTING & ADVISORY SERVICES	-7,605.00	PAID
04/03/2025	15450	Streamline	-500.00	PAID
04/03/2025	15451	U.S. Bank PARS	-12,170.02	PAID
04/17/2025	15452	ACWA/JPIA	-4,501.27	PAID
04/17/2025	15453	Bay Alarm Company	-254.04	PAID
04/17/2025	15456	Bill Softky	-300.00	PAID
04/17/2025	15458	Carlysle Young	-450.00	PAID
04/17/2025	15459	Comcast	-373.20	PAID
04/17/2025	15460	Cruzio Internet	-115.73	PAID
04/17/2025	15463	Kathryn Slater-Carter	-450.00	PAID
04/22/2025	15471	Lingo	-4,244.48	PAID
04/17/2025	15464	Medical Air Services Association	-152.00	PAID
04/22/2025	15472	Pacific Gas & Electric	-6,303.53	PAID
04/17/2025	15465	PCT	-1,200.00	PAID
04/17/2025	15466	Peter Dekker	-450.00	PAID
04/22/2025	15473	Principal Life Insurance Company	-160.52	PAID
04/17/2025	15467	Scott Boyd	-450.00	PAID
04/17/2025	15469	Tech Solutions	-850.00	PAID
04/25/2025	15474	A-B Communications	-185.80	
04/25/2025	15478	Bill Softky	-150.00	
04/25/2025	15479	Carlysle Young	-150.00	
04/25/2025	15484	Kathryn Slater-Carter	-150.00	
04/25/2025	15485	KBA Document Solutions	-113.51	
04/25/2025	15487	MUTUAL OF OMAHA	-313.33	
04/25/2025	15488	PARS	-922.41	
04/25/2025	15489	Peter Dekker	-150.00	
04/25/2025	15490	Scott Boyd	-150.00	
04/25/2025	15494	Sigma Prime Geosciences	-10,400.00	
04/25/2025	15496	Standard Insurance Co.	-499.89	
04/25/2025	15498	White Glove Cleaning Services	-260.00	

# Montara Water & Sanitary District

## Check Detail

April 25 - 30, 2025

Date	Num	Name	Paid Amount	
WATER				
04/03/2025	15448	San Mateo County Health Dept	-370.00	PAID
04/03/2025	15449	SRT Consultants	-54,367.15	PAID
04/22/2025	15470	Badger Meter, Inc.	-1,311.31	PAID
04/17/2025	15455	Big Creek	-178.75	PAID
04/17/2025	15457	CAL Inc	-5,583.00	PAID
04/17/2025	15462	Hassett	-1,101.55	PAID
04/17/2025	15468	SPARGER TECHNOLOGY	-1,173.00	PAID
04/25/2025	15475	Andreini Brothers, Inc.	-29,022.37	
04/25/2025	15476	AT&T Mobility	-567.93	
04/25/2025	15477	Balance Hydrologics, Inc.	-39,592.39	
04/25/2025	15480	Core & Main	-7,662.03	
04/25/2025	15481	County of San Mateo Dept Public Works	-6,831.41	
04/25/2025	15482	Grainger	-401.19	
04/25/2025	15486	MWSD Sewer to GO BOND	-312,163.28	
04/25/2025	15497	USA Blue Book	-1,194.75	
04/25/2025	15499	Wells Fargo Remittance Center	-6,826.59	



Montara Water & Sanitary District  
Check Detail  
April 25 - 30, 2025


Date	Num	Name	Paid Amount	
SEWER				
04/17/2025	15454	Bay Area Air Quality Management District	-1,102.00	PAID
04/17/2025	15461	CSRMA	-140.40	PAID
04/25/2025	15483	Hue & Cry Security Systems, Inc.	-430.08	
04/25/2025	15491	Sewer Authority Mid-Coastside	-62,485.59	
04/25/2025	15492	Sewer Authority Mid-Coastside	-19,764.58	
04/25/2025	15493	Sewer Authority Mid-Coastside	-155,698.55	
04/25/2025	15495	SmartCover Systems	-499.61	



# MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: May 1, 2025

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager 

**SUBJECT: SAM Flow Report for March 2025**

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The March report was not approved by the SAM Board during the preparation of the packet. It will be submitted when it becomes available.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: May 1, 2025

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

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

---

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

- The District has some of its idle sewer funds deposited in the State of California's Local Agency Investment Fund (LAIF). The Monthly Average interest rate for March 2025 was 4.313%. The majority of the District's idle sewer funds are in the sewer account with the California Asset Management Program (CAMP) to take advantage of the higher interest returns. The current 7 day yield for 4/25/25 was 4.44%.
- The District has most of its idle water funds deposited in the California Asset Management Program (CAMP). The current 7 day yield for 4/25/25 was 4.44%.
- 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: **May 1, 2025**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

**SUBJECT: Connection Permit Applications Received**

---

As of May 1, 2025 the following new **Sewer Connection Permit** application was received since the last report:

Date of Application	Property Owner	Site Address	Home Size

As of May 1, 2025 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 May 1, 2025 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
01-21-25	Kelli Swan	90 Precita, Moss Beach	MFD	2 <sup>nd</sup> Dom

**RECOMMENDATION:**

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



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of May 1st, 2025

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Monthly Water Production Report**

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

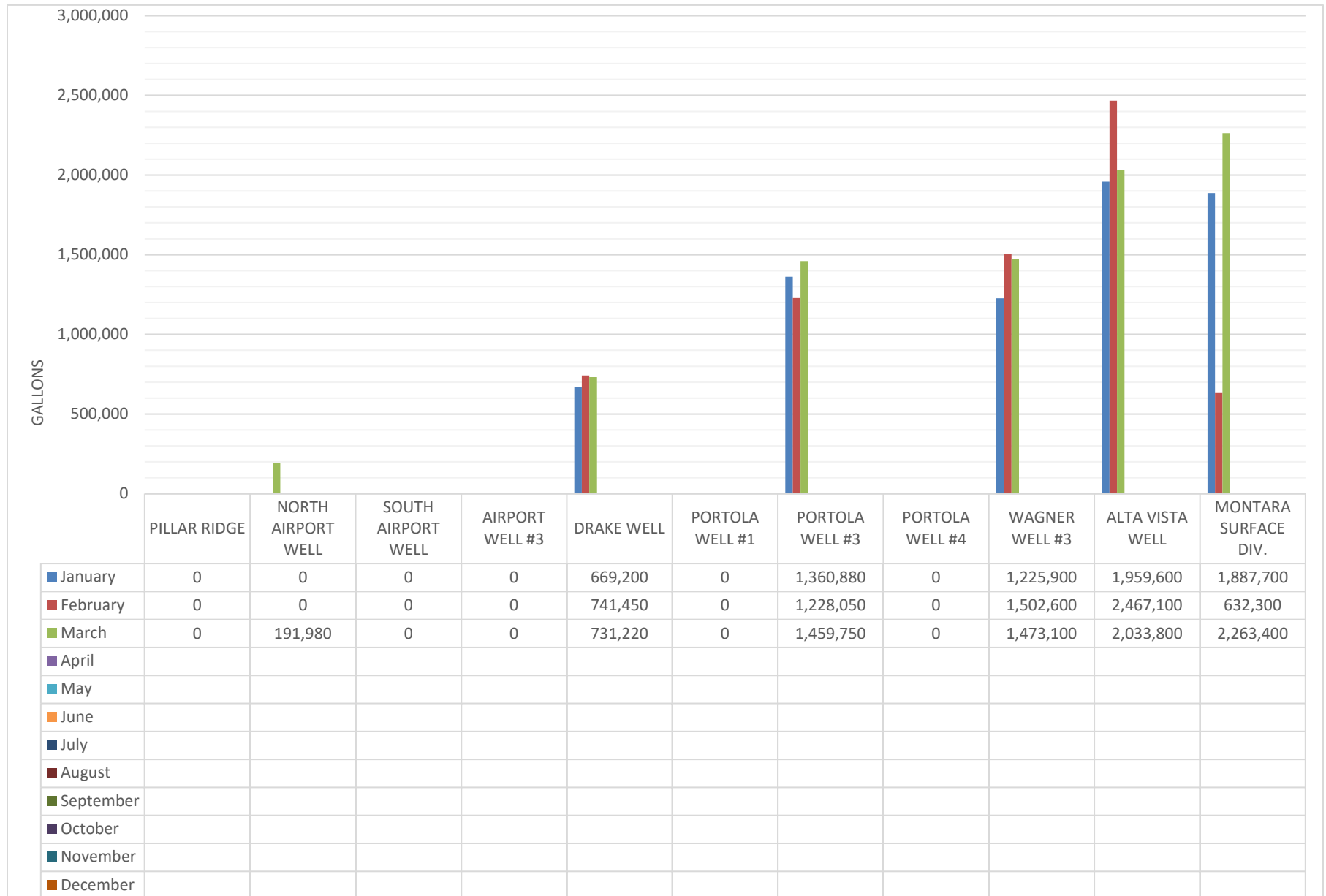
The first shows a consolidated from all sources by month. The second shows each water source the District uses, both wells and surface water. The production is shown in gallons of water produced.

## RECOMMENDATION:

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

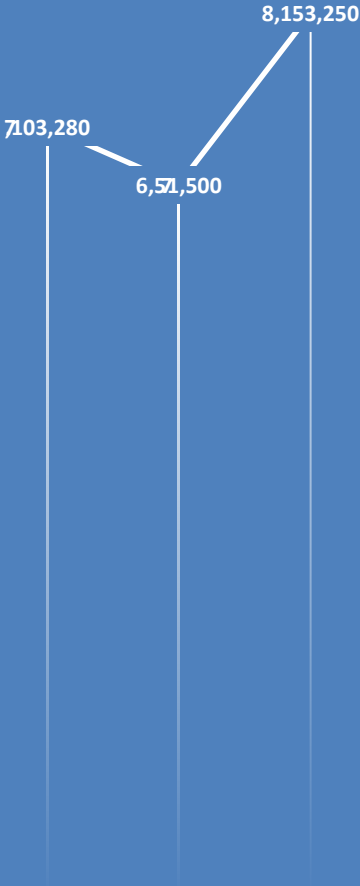
Attachments: 2

## Annual Water Production 2025



TOTAL PRODUCTION 2024 (GALLONS)

GALLONS



	January	February	March	April	May	June	July	August	September	October	November	December
Total Production (Gallons)	7,103,280	6,571,500	8,153,250									

MONTH



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting of May 1st, 2025

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

**SUBJECT: Rain Report**

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

## RECOMMENDATION:

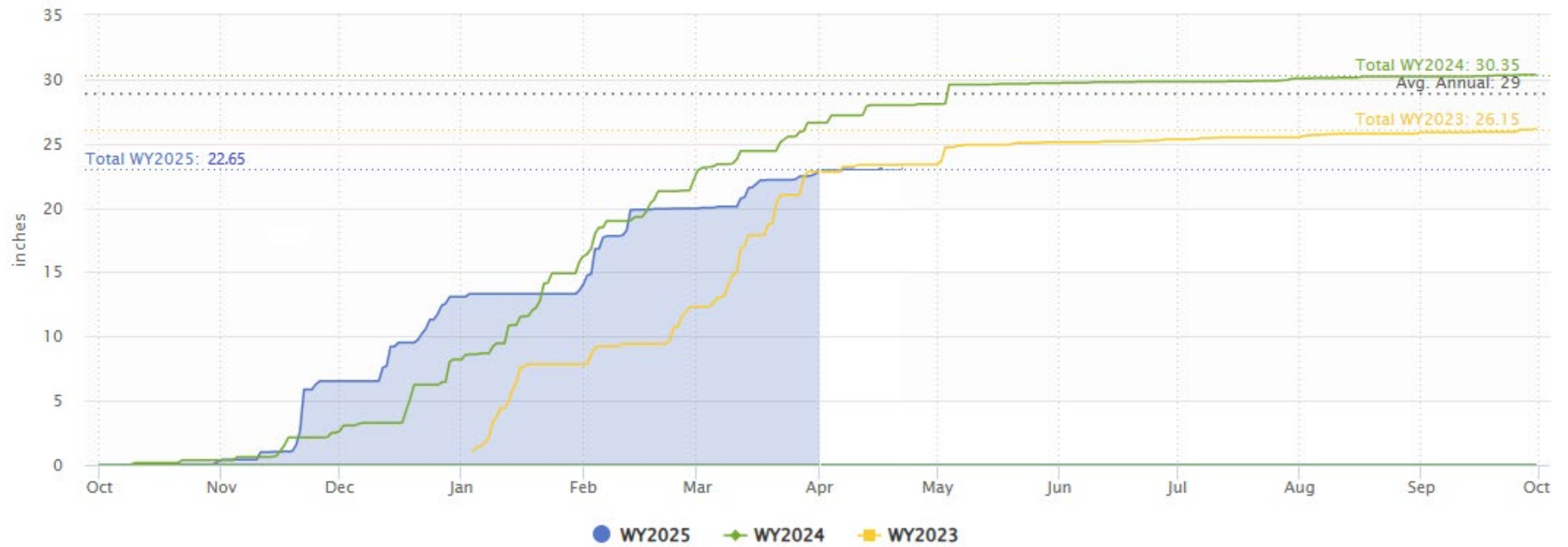
No action is required. These reports are provided for the Board's information only.

Attachments: 2



# Annual Cumulative Rainfall

Annual Cumulative Rainfall by Water Year



# Monthly Cumulative Rainfall

Monthly Rainfall for Current Water Year





# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: May 1st, 2025

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

---

**SUBJECT: Monthly Solar Energy Report**

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The attached chart summarizes the monthly solar production at the Alta Vista Array. Since the installation of the solar panels the District produced 52,958kWh and saved 90,028lbs of CO<sub>2</sub>.

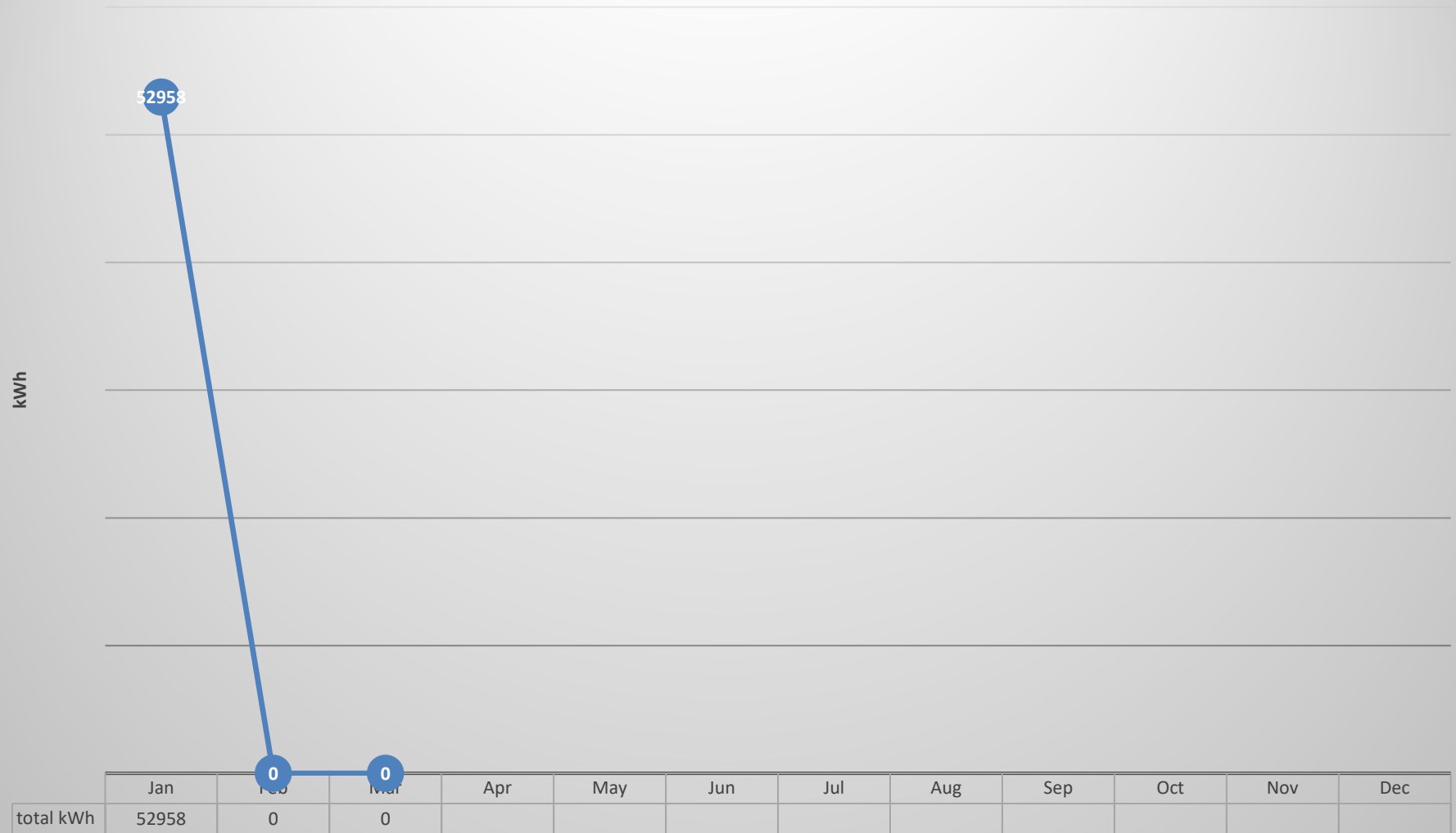
- please note - in Mid December the inverter failed. The panels being from 2006 should be replaced as they are well beyond their life span to produce. Then a new inverter sized appropriately for the new array can be purchased & installed.

## RECOMMENDATION:

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

Attachments: 1

## SOLAR ENERGY PRODUCED IN 2025 (kWh)






# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of **May 1, 2025**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Monthly Public Agency Retirement  
Service Report for February 2025.**

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The District has received the monthly PARS report for February 2025.

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

The following monthly reports are submitted as consent agenda items on a monthly basis.

## RECOMMENDATION:

This is for Board information only.

Attachment



**Montara Water and Sanitary Dist  
Retirement Enhancement Plan**

**Monthly Account Report for the Period  
2/1/2025 to 2/28/2025**

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

Plan ID: P7-REP15A

**Account Summary**

Source	Beginning Balance as of 2/1/2025	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 2/28/2025
Contributions	\$1,832,717.12	\$13,004.57	(\$2,436.45)	\$836.27	\$1,197.52	\$0.00	\$1,841,251.45
<b>TOTAL</b>	<b>\$1,832,717.12</b>	<b>\$13,004.57</b>	<b>(\$2,436.45)</b>	<b>\$836.27</b>	<b>\$1,197.52</b>	<b>\$0.00</b>	<b>\$1,841,251.45</b>

**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	-0.13%	-0.77%	13.23%	6.99%	9.71%	-	03/08/16

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

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

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

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

## February 2025 PARS Statement Detail

PARS beginning Balance as of February 1, 2025      \$ 1,832,717.12

### Contributions:

#### January 15, 2025 Calculation

Wages paid	<b>41,762.41</b>				
Employer - 7.30%		\$	<b>3,048.66</b>		
Employee - 7.75%		\$	<b>3,236.59</b>		
Contribution subtotal				\$	6,285.24

Fund Impact - PARS Wages		
Sewer	Water	Total
13,190.00	28,572.41	<b>41,762.41</b>
962.87	2,085.79	<b>3,048.66</b>

#### January 31, 2025 Calculation

Wages paid	<b>44,646.74</b>				
Employer - 7.30%		\$	<b>3,259.21</b>		
Employee - 7.75%		\$	<b>3,460.12</b>		
Contribution Subtotal				\$	6,719.33

Fund Impact - PARS Wages		
Sewer	Water	Total
13,932.96	30,713.78	<b>44,646.74</b>
1,017.11	2,242.11	<b>3,259.21</b>

Total Contributions thru January		\$	13,004.58		
Rounding		\$	(0.01)		
Earnings/(Losses)		\$	(2,436.45)		
Expenses		\$	(836.27)		
Distributions		\$	(1,197.52)		
PARS Ending Balance as of February 28, 2025				\$	<u><u>1,841,251.45</u></u>



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 1, 2025**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Review and Approve Notice of Publication of  
Ordinance No. 214**

---

At a special meeting held on March 27, 2025, this Board enacted Ordinance No. 214, *Interim Urgency Ordinance Temporarily Suspending The Issuance Of Water And Sewer Service Permits Or Otherwise Restricting Said Service Within The Seal Cove Critical Geotechnical Hazards Area*. As required by law, the Ordinance was published in the San Mateo County Times newspaper, as well as posted at various locations within the District and available on the District's website.

The purpose of this item is to establish that the District complied with requirements for publication and posting of ordinances.

## **RECOMMENDATION:**

Move approval of Order of Publication of District Ordinance No. 214

Attachment:

*draft Order of Publication*





## ***MONTARA WATER AND SANITARY DISTRICT***

### **ORDER REGARDING PUBLICATION**

THE BOARD OF DIRECTORS OF THE MONTARA WATER AND SANITARY DISTRICT finds that Interim Urgency Ordinance No. 214 passed by the Board on March 27, 2025, was published in the San Mateo County Times on April 8, 2025 (proof of publication attached) as required by the California Health and Safety Code and has been available for inspection at the District's offices and on its website. This Order constitutes conclusive evidence of compliance with requirements for publication and posting of these ordinances. This Order shall be posted at the following locations and is available for inspection at the District's office.

This Order shall be posted in the following locations in the District, as follows:

1. Montara Water and Sanitary District offices located 8888 Cabrillo Hwy, Montara, CA 94037; and
2. Montara Water and Sanitary District website: [mwsd.montara.org](http://mwsd.montara.org)

Signed this date at Montara, San Mateo County, California:

Date: \_\_\_\_\_

\_\_\_\_\_  
Scott Boyd, Board President

3737882

MONTARA WATER & SANITARY DISTRICT  
P.O. BOX 370131  
MONTARA, CA 94037

**PROOF OF PUBLICATION**  
**FILE NO. Ordinance 214**

**San Mateo County Times**

The undersigned deposes that he/she is the Public Notice Advertising Clerk of the SAN MATEO COUNTY TIMES, a newspaper of general circulation as defined by Government Code Section 6000, adjudicated as such by the Superior Court of the State of California, County of San Mateo (Order Nos. 55795 on September 21, 1951), which is published and circulated in said county and state daily (Sunday excepted).

The PUBLIC NOTICE

was published in every issue of the SAN MATEO COUNTY TIMES on the following date(s):

**04/08/2025**

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Executed at Rio Vista, California.  
On this 8th day of April, 2025.

  
Public Notice Advertising Clerk

ORDINANCE NO. 214

**INTERIM URGENCY ORDINANCE OF THE BOARD OF DIRECTORS OF THE MONTARA WATER AND SANITARY DISTRICT  
TEMPORARILY SUSPENDING THE ISSUANCE OF WATER AND SEWER SERVICE PERMITS OR OTHERWISE RESTRICTING  
SAID SERVICE WITHIN THE SEAL COVE CRITICAL GEOTECHNICAL HAZARDS AREA**

**WHEREAS**, the Montara Water and Sanitary District ("District or MWSD") is a Sanitary District duly organized under the Sanitary District Act of 1923 (Health & Safety Code §§ 6400 - 6830) and a public agency formed as a special district and authorized under California law, by a special election of August 11, 1992 and MWSD Resolution 978 to exercise all powers of a county water district in the same manner as county water districts formed under the County Water District Law (Division 12 (commencing with Section 30000) of the Water Code) and authorized to exercise its powers to take appropriate measures and actions to prevent or mitigate an emergency necessary to protect the public safety, health and environment and respond to infrastructure threats; and

**WHEREAS**, on or about March 16 2025, the District was alerted to active land movement along the coastal bluff in the Seal Cove Critical Geotechnical Hazards Area ("Area or Seal Cove Area"), including sinkholes, causing a series of line breaks and water leaks of MWSD infrastructure located within portions of public roads, including San Lucas Avenue, west of Del Mar Avenue, Ocean Avenue between San Lucas and Madrone, La Grande Avenue, Los Banos Avenue, as well as the Park Street and Beach Street intersection; additionally, since mid-February, staff has responded to ten (10) water leaks and repaired eight (8) leaks on either a District water main or individual property water connections near San Lucas Avenue and Ocean Boulevard; and

**WHEREAS**, the Area lies along the Seal Cove earthquake fault line and numerous branch lines which are considered to be active and has long been designated by the County of San Mateo as a Geotechnical Hazard Area with low coastal cliff stability. The Area has been extensively studied regarding geotechnical and natural hazards that subject it to active landslides, seismic hazards, sea cliff erosion and sea level rise. A 1980 study identified four (4) Geotech zones (attached as Exhibit A is the Geologic Hazard Zone Study and Map) currently used by San Mateo County, the local agency with land use authority, as the guide for development in the Seal Cove Area; and

**WHEREAS**, the ongoing land movement and cliffside instability in the Area and portions of MWSD's service area threatens the integrity of sewer and water supply lines and mains, increasing the risk of line breaks, sewage overflows, water loss, service interruptions and potential contamination of the District's water supply, including groundwater and coastal waters, making it unsafe to extend water and sewer service to properties in the Areas; and

**WHEREAS**, MWSD's infrastructure in unstable areas is not designed to withstand ongoing ground movement, and new connections could exacerbate system failures and costly emergency repairs. Further, increased development in unstable areas would place excessive strain on MWSD's system, jeopardizing service reliability for existing customers. MWSD must prioritize infrastructure stabilization and maintenance over continued use or expansion in high-risk areas; and

**WHEREAS**, the purpose of this ordinance is to immediately suspend the issuance of new water and sewer permits and/or restrict or discontinue service, including abandonment of District facilities, within the Seal Cove Area due to active land movement, seismic risks, and coastal erosion in order to prevent imminent threats to public health, safety, and infrastructure stability; such action is justified because delaying this ordinance would allow for continued issuance of permits, further increasing risks to public health and infrastructure stability; and

**WHEREAS**, under Health & Safety Code §§ 6512, 6512.7, 6518, 6520, 6521 and 6522, MWSD has authority to regulate, restrict, and prohibit new sewer connections when necessary to protect public health and system integrity. Under Water Code §§ 31020 and 31021, MWSD has the authority to regulate and limit new water connections when necessary to protect the long-term stability of the water supply.

**NOW, THEREFORE, THE BOARD OF THE MONTARA WATER AND SANITARY DISTRICT, A PUBLIC AGENCY IN THE COUNTY OF SAN MATEO, CALIFORNIA, DOES ORDAIN AS FOLLOWS:**

**SECTION 1.** The above recitals are true and correct and incorporated into these findings. Further incorporated into these findings is the District's staff report in support of emergency actions related to the Seal Cove Critical Geotechnical Hazards Area considered by the District's Board of Directors at a special meeting convened on March 27, 2025.

**SECTION 2.** Effective immediately, MWSD shall not accept applications for service nor issue new water or sewer permits for properties located within the Area, as defined in Exhibit A, nor allow the reactivation of inactive service or other actions that, in the opinion of the District's General Manager and/or the District's Water and Sewer Engineers, are necessary to protect the District's critical infrastructure, including the imposition of service conditions related to both District owned facilities and privately owned facilities, and that the District is not responsible for maintenance of private sewer pumps and laterals; excepting therefrom, repairs or replacements necessary to prevent imminent health and safety hazards. This ordinance does not revoke permits that have already been issued except that such permits or connections are subject to the imposition of service conditions necessary to protect both District owned facilities and privately owned facilities.

**SECTION 3.** This moratorium shall remain in effect for sixty (60) days, unless extended by MWSD's Board of Directors pursuant to applicable law. During the moratorium period, MWSD will review existing geotechnical studies and conduct an infrastructure assessment to determine long-term mitigation measures and potential temporary or permanent policy updates or code amendments to be considered by the Board.

**SECTION 4.** This ordinance is exempt from the California Environmental Quality Act (CEQA) under Public Resources Code § 21080(b)(4) and CEQA Guidelines § 15269(c) (emergency actions necessary to prevent or mitigate an imminent threat to public health and safety).

**SECTION 5.** If any section of this ordinance is held invalid, the remainder shall remain in full force and effect.

**SECTION 6.** All ordinances or portions thereof in conflict herewith shall be, and hereby are, temporarily suspended to the extent of such conflict.

**SECTION 7.** Upon adoption, this ordinance shall be entered in the minutes of the Board and posted for one-week in three (3) places in the District. The Secretary of the District shall certify the passage of this ordinance and cause the same to be published once in a newspaper of general circulation published in the District.

  
President, Montara Water and Sanitary District

COUNTERSIGNED

  
Secretary, Montara Water and Sanitary District

\* \* \*

I HEREBY CERTIFY that the foregoing Ordinance No. 214 was duly and regularly adopted and passed by the Board of the Montara Water and Sanitary District, San Mateo County, California, at a special meeting thereof held on the 27th day of March 2025 by the following vote:

AYES, Directors: Boyd, Dekker, Slater-Carter, Softky.

NOES, Directors: None

ABSENT, Directors: Young

  
Secretary, Montara Water and Sanitary District

For a virtual copy and/or Attachment A please scan the QR Code below:






# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 1, 2025**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

## **SUBJECT: Report and Update Concerning Seal Cove Critical Geotechnical Hazards Area Emergency**

---

At its March 27, 2025, meeting, this Board took several emergency actions related to the Seal Cove Critical Geotechnical Hazards Area, including the adoption of a resolution suspending the competitive bidding requirements and immediate expenditure of funds for emergency repair work. This item provides a status of 1) the emergency work performed and future work to be performed, and 2) the overall condition of the emergency in the Seal Cove Area, as required under Public Contract Code Sections 22050 and 20806. The Board may determine whether the situation warrants continuation of the emergency, which it is required to do at every regular meeting following the emergency declaration.

Staff continue to address land movement and the impact to water and sewer assets in the Seal Cove Area and recommend that the emergency authorization continue. Since the last update provided at the April 3 meeting, staff have:

- Noticed renewed movement on La Grande Ave, opening the road and exposing the District's live water main 3' below the ground surface. The main is at imminent risk of failure.
- Completed a design to address La Grande Street that can serve as a template to keep all affected homes in the landslide area in service. This proposal consists of water main abandonment, meter relocations to safer areas, and above ground permanent service lines (proposal attached).
- Completed the relocation of the water main in San Lucas near Del Mar, moving the main from the north side to the south side to better protect the main and maintain water service to the nearby fire hydrant.
- Relocated the domestic and fire service connections for 98 San Lucas Ave.
- Relocated the most western sewer manhole in San Lucas and Del Mar intersection further east. This entailed extension of the private shared sewer lateral for homes on the west end of San Lucas to maintain sewer service to these properties.
- Provided a new temporary connection to 89 San Lucas via a blow off on the Ocean Ave. water main.
- Mapped all new scarping in the affected area.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 1, 2025**

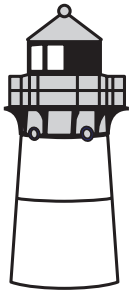
TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

- Distributed a second update on the District's Emergency Declaration to all residents in the Seal Cove area. (attached)
- Distributed the newsletter highlighting the emergency to all customers, as well as Pillar Ridge residents and well owners in the District.
- Continued assessment of the water main in Ocean Avenue from Madrone to San Lucas. Staff are determining whether to cap this main which would require above ground water service connections for three homes on Ocean.
- Continued assessment of the water main in west end of Los Banos. Staff are determining whether to cap this main and provide above ground service to three homes and relocate a hydrant to the Los Banos Park intersection.
- Continued assessment of water and fire service to Moss Beach Distillery and surrounding homes via an above ground water water main.
- Continued coordination with the Coastside Fire Protection District and San Mateo County regarding geotechnical assessment, risks of and solutions for District assets, as well as fire hydrants.
- Committed to updating Seal Cove residents regularly though both Board meeting updates and Updates distributed to their properties.

## RECOMMENDATION:

**MOVE** approval determining that the emergency condition still exists and warrants continuing the suspension of competitive bidding and authorizing the expenditures of funds therefor



# Montara Water & Sanitary District

## Staying Ahead of our Local Community Needs

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

April 28, 2025

Seal Cove Critical Geotechnical Hazards Area Resident Update

### What is the latest MWSD activity in Seal Cove?

Staff have continued active response in the Seal Cove area. This includes responding to and repairing additional leaks of water and sewer infrastructure, as well as continuing evaluation of safe solutions to maintain water and sewer services. Some key updates:

- Everyone remains connected and served by both water and sewer systems.
- On San Lucas Avenue, we have abandoned both our water and sewer mains west of the Del Mar Avenue intersection. We are no longer utilizing these pipes for any water or sewage flows.
- The water main in San Lucas was reconfigured east of the Del Mar intersection. The main now crosses San Lucas, keeps the fire hydrant at the intersection operational, and connects into the water main in Del Mar Avenue.
- We have continued to meet and coordinate with both Coastside Fire Protection District and San Mateo County as we assess our infrastructure in the affected area.
- Our crews have seen increased land movement most recently on La Grande Avenue.
- Water and sewer mains on the western ends of Madrone, La Grande and Los Banos Avenues, as well as the Park Street and Beach Street intersection, are being examined for safer configurations. This may include above ground pipelines, and relocation of water meters for private properties. Above ground pipelines provide increased flexibility and quick visual access, ensuring leaks are less frequent and caught quickly.

### Please Remember:

- Check and properly maintain your sewer lateral, shared sewer laterals, sewer sump and grinder pumps.
- Leaks on your private water and sewer laterals may be repaired by a qualified plumber.
- Sewer pump repairs should be completed by the service company (Signa Mechanical) listed on the electrical panels of the pumps.

### MWSD Board Action on May 1st

On May 1st, the MWSD Board will consider continuing this District Emergency as declared at our March 27th Board meeting. A District Emergency allows for faster contracting and response to the emerging issues in the Seal Cove area. This emergency also authorizes the District to seek state and federal financial assistance.

We continue our investigations to recommend safe solutions for Seal Cove water and sewer infrastructure.

**MWSD is committed to providing continued updates directly to our Seal Cove customers, and during MWSD Board Meetings.**

### History of Seal Cove Land Movement

Since the 1960's there have been numerous, geotechnical studies of the Seal Cove area by San Mateo County, the land use authority for this area.

Study started in the 1960's, when the U.S. Geological Survey slowed Seal Cove development due to active landsliding and accelerated coastal erosion. In 1971 and 1984 San Mateo County studies confirmed continued instability and geologic hazards. Structural damage due to landslide activity has been documented throughout this time.

### San Mateo County

San Mateo County's Planning and Building Department establishes land use policies and development regulations that protect public health and safety. This includes oversight of County streets and structures on private property.

### Emergency Contact Numbers

Water Emergencies: Call MWSD at (650) 728-3545  
Sewer Emergencies: Call SAM at (650) 726-0124  
Dial 911 for life-threatening and safety

Providing safe public access via ZOOM teleconference for our regularly scheduled public meetings.

Board Meetings on the 1st and 3rd Thursday of each month at 7:30 p.m. at 8888 Cabrillo Highway, Montara.

Call: (650) 728-3545

Email: [info@mwsd.net](mailto:info@mwsd.net)

Visit: [mwsd.montara.org](http://mwsd.montara.org)





# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 1, 2025**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

## **SUBJECT: Review and Possible Action to Address Fire Danger on Caltrans Montara Bypass Lands**

---

At the February 13<sup>th</sup> meeting, the Board directed staff to draft a letter to Caltrans expressing our community's continued concerns regarding the active fire danger present on the Caltrans Right of Way (RoW). This letter continued MWSD's active interest in acquisition of the RoW property for the safety and security of our community both for improved fire protection and the preservation of our critical local watershed.

The attached letter was signed by President Boyd and sent to Caltrans District 4 Director Dina El-Tawansy and Deputy District Director Mark L. Weaver on March 5th. To date, no response has been received by the District.

Despite active engagement by Red Alert Montara Moss Beach, as well as the District, no fire suppression or vegetation management activities have been undertaken by Caltrans on the RoW property. This is contrary to commitments relayed to community members indicating imminent onsite action by Caltrans.

Caltrans has continued to just let trees and vegetation grow. Uncontrolled, unmaintained.

San Mateo County Supervisor Ray Mueller sent a letter to Caltrans requesting the RoW be transferred to MWSD after immediate wildfire mitigation from Caltrans.

### RECOMMENDATION:

Discuss and receive public input. Direct staff as needed

**COUNTY OF SAN MATEO**  
**BOARD OF SUPERVISORS**

**Ray Mueller**  
Board of Supervisors, Third District

**County Government Center**  
500 County Center, 5<sup>th</sup> Floor  
Redwood City, CA 94063  
650-363-4569

April 14, 2025

Caltrans  
Attn: Director Tony Tavares  
1120 N Street  
Sacramento, CA 95814

Dear Director Tavares:

I am the County Supervisor for the Third District of San Mateo County which is part of your District 4 in the Bay Area.

I am writing to request an area within the Third District of San Mateo County known as Martini Creek Devil's Slide Bypass Right of Way, which was acquired by Caltrans in the 1970's for use as the Martini Devil's Slide Bypass be immediately maintained for wildlife mitigation.

As you know, San Mateo County has already suffered the consequences of the CZU Lightning Complex Fire of August 2020 which burned more than 35,000 hectares or 80,000 acres of forest lands in Santa Cruz that burned through parts of San Mateo County. According to the *California Fish and Wildlife Journal*<sup>1</sup>, 1,450 structures were lost. Post CZU-fire restoration included removing dead trees and dying trees, which could have also posed a threat to public safety.

The Right of Way has become a severe wildfire risk.

Additionally, we have learned that the Montara Water and Sanitary District would like to acquire the property as a watershed. They are willing to work with the San Mateo Resource Conservation District to minimize fire risk. We request after wildfire mitigation occurs, the property be transferred to Montara Water and Sanitary District so it can never fall into a lack of maintenance and wildfire risk again.

Thank you for attention to this critical issue. We look forward to your support in protecting our residents.

Respectfully,



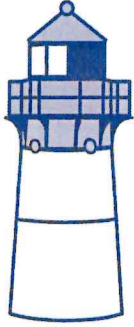
Ray Mueller  
Supervisor, Third District  
County of San Mateo



cc: Senator Josh Becker  
Assemblymember Marc Berman  
Chris Chance

---

<sup>1</sup> <https://journal.wildlife.ca.gov/2023/04/12/impacts-of-the-czu-lightning-complex-fire-of-august-2020-on-the-forests-of-big-basin-redwoods-state-park/>



# Montara Water & Sanitary District

Serving the Communities of Montara and Moss Beach

P.O. Box 370131

Tel: (650) 728-3545

8888 Cabrillo Highway

Fax: (650) 728-8556

Montara, CA 94037-0131

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

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

---

March 4, 2025

Director Dina El-Tawansy

District 4

California Department of Transportation

P.O. Box 23660, MS-11

Oakland, CA 94623-0660

Mark L. Weaver, Deputy District Director

Right of Way and Lands Surveys

California Department of Transportation

P.O. Box 23660, MS-11

Oakland, CA 94623-066

Re: Continued Extreme Fire Danger of Unmaintained Caltrans Right of Way in Montara

Ms. El-Tawansy, Mr. Weaver:

Over three years ago in July 2021, Montara Water & Sanitary District (MWSD) contacted Mr. Weaver on behalf of our community regarding hazardous conditions on Caltrans property within Montara, California. This outreach was necessary due to high fuel loads from vegetation and heavy tree growth within this unused and unmaintained property.

Unfortunately, despite some minimal fire clearance work in September 2021, we find our community facing almost the exact same hazards today in 2025.

The Montara Bypass Lands, originally planned for the Devils Slides Bypass, are unused, vacant, unmaintained and a critical fire danger to adjacent homes and the critical local watershed which supplies all of our community's water. Further, this land is adjacent to the undeveloped 3,858-acre Golden Gate National Recreation Area Rancho Corral de Tierra where uncontrolled fire ignitions could consume the entire coastal mountain range. Caltrans does not have any documented plans for use of

this property and clearly no active maintenance, fuel reduction, or risk mitigation program in place to protect our community.

**What we see is that you just let trees and vegetation grow. Uncontrolled, unmaintained.**

MWSD has long advocated for resolution of this property. In 2021, we proactively sought cost estimates for fire reduction work and in prior years, due to extreme fire danger, we actually cleaned the parcel at our community's expense. We once again are prepared today to address the fire hazards on this parcel, however as a parcel owned and maintained by MWSD. **We ask that Caltrans transfer the property to MWSD.**

**Our community is frightened.** We have seen the devastation of fires in Paradise, Santa Rosa, Lahaina, and now in Pacific Palisades and Altadena. We see evidence of this extreme fire hazard in our backyards and our critical watershed. The State is facing billions in emergency funding to address the impacts of the Los Angeles fires, but we cannot find the will or funding to address hazards in San Mateo County that can produce the same results.

A fire on this property will not only damage homes, but the storage and plumbing of our community owned water system. A fire here will introduce debris, erosion and toxins into critical coastal ecosystems, the watersheds that provide our drinking water, our community water distribution and sewer collection systems, as well as private and community groundwater wells. These impacts will also be felt on our coastline, and throughout the protected Montara State Marine and Fitzgerald Marine Reserves.

We ask that you respond to us with your immediate plan to eliminate this fire hazard and appropriately plan for a permanent solution to this community hazard.

**We know how to keep our community safe. Transfer this property to MWSD, a responsible land owner who knows how to address this fire risk. Stop the just letting the trees grow.**

Sincerely,



President Scott Boyd

On behalf of the Montara Water and Sanitary District Board of Directors

Director Kathryn Slater-Carter

Director Bill Softky

Director Carlisle Ann (Cid) Young

Director Peter Dekker

cc: *Via electronic transmission*  
CA State Assemblymember Kevin Mullin  
CA State Senator Josh Becker

**County of San Mateo Board of Supervisors:**

**President David J. Canepa**

**Vice President Noelia Corzo**

**Supervisor Lisa Gauthier**

**Supervisor Ray Mueller**

**Supervisor Jackie Speier**

**Lennie Roberts, Committee for Green Foothills**

**Steve Monowitz, San Mateo County Planning**

**Dan Carl, Isobel Cooper, California Coastal Commission**

**Coastal Conservancy**

**Rob Bartoli, San Mateo Local Agency Formation Commission (LAFCo)**

**Midcoast Community Council**


**Red Alert Montara Moss Beach (RAMMB)**



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: May 1, 2025

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Review and Possible Action Concerning Establishment of  
Banking Relationship with Tri-Counties Bank**

---

Over the past three months staff have been working to identify and establish a new banking relationship with a qualified banking institution. Instances of fraud, difficulty resolving fraud, additional costs related to increased security measures as well as a general reduction in the level of service have prompted us to seek assistance with another banking institution.

We are recommending the establishment of a banking relationship with Tri-Counties Bank. Based on our review process we have learned the follow information which leads us to believe our treasury functions should be transitioned.

1. Local Presence: Branch locations in Half Moon Bay & Pacifica
2. 250+ public agency clients with over \$600 million in balances.
3. Compliance with government code section 53630-53686
4. 110% public funds collateralized by government backed securities
5. Increased fraud protection
6. Continued support for remote deposits
7. Expected reduction in banking fees
8. Full-service implementation of solutions from Tri-Counties Bank staff

## RECOMMENDATION:

Approve Tri-Counties Bank as a banking partner and work with the General Manager to sign and implement banking relationship.

Attachments:



**Resolution No. \_\_\_\_**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE MONTARA WATER & SANITARY DISTRICT AUTHORIZING THE OPENING AND TRANSITION OF THE DISTRICT BANKING RELATIONSHIP TO TRI COUNTIES BANK**

**WHEREAS**, the Montara Water and Sanitary District (“District”) is the owner of the District accounts and retains full authority over the funds contained therein; and

**WHEREAS**, the District has an ongoing operational need for bank accounts specifically structured for public agencies, due to the enhanced use of these accounts for daily financial transactions, vendor payments, and other essential District functions; and

**WHEREAS**, the District Board of Directors has determined that it is in the best interest of the District to open and establish new bank accounts at Tri Counties Bank, which provides banking services tailored to public agencies.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Montara Water and Sanitary District as follows:

1. Authorization to Establish New Bank Accounts. The Board authorizes the General Manager to open and establish accounts at Tri Counties Bank.
2. Authorization for Transactions Related to Account Transfer. The General Manager is authorized to:
  - Open the necessary new accounts at Tri Counties Bank;
  - Transfer District funds to the new accounts;
  - Close the specified accounts at Wells Fargo.
3. Authorized Signer for District Accounts. The following individuals shall be authorized signers for any District Accounts established at Tri Counties Bank:

Scott Boyd, President

Kathryn Slater-Carter, President Pro Tem, Secretary

Bill Softky, Treasurer

Carlyle Ann Young, Director

Peter Dekker, Director

**BE IT FURTHER RESOLVED** that Tri Counties Bank be instructed to accept and act upon any instructions relating to the accounts kept in the name of the District or relating to any transactions of the District with the Bank, provided the instructions are signed by the authorized signatures of the District in the manner mentioned as above and at least one shall be a Director.

**PASSED AND ADOPTED** by the Board of Directors of the Montara Water and Sanitary District on this 1<sup>st</sup> day of May, 2025.

\_\_\_\_\_  
President, Montara Water and Sanitary District

COUNTERSIGNED:

\_\_\_\_\_  
Secretary, Montara Water and Sanitary District

\* \* \* \*

I HEREBY CERTIFY that the foregoing Resolution No. \_\_ was duly and regularly passed and adopted by the Board of the Montara Water and Sanitary District, County of San Mateo, California, at a Regular Meeting thereof held on the 1st day of May 2025, by the following vote:

AYES, Directors:

NOES, Directors:

ABSENT, Directors:

\_\_\_\_\_  
Secretary, Montara Water and Sanitary District

# Montara Water & Sanitary District

March 2025



# Public Sector Banking Team



**Vanessa Ryan**  
SVP, Director  
Middle Market  
Public Sector Banking  
c. 916.749.8790  
[vanessaryan@tcbk.com](mailto:vanessaryan@tcbk.com)



**Ryan Ervin**  
Vice President  
Treasury Management  
c. 408.694.7908  
[ryanervin@tcbk.com](mailto:ryanervin@tcbk.com)



**Ben Lindstedt**  
Portfolio Manager III  
Middle Market  
Public Sector Banking  
[benlindstedt@tcbk.com](mailto:benlindstedt@tcbk.com)



**Lisa Vierra**  
Vice President  
TM Product Delivery Manager

## Local Team:

**Sonja Elder**  
Senior Banker  
Half Moon Bay

**Half Moon Bay Branch**  
756 Main Street  
Half Moon Bay, CA 94019  
**Office** 650 726 6373

# Public Sector Banking at Tri Counties Bank

Currently our Public Sector client base is over 250+ public agency clients with over \$600 million in balances.

Tri Counties Bank provides agencies multiple options for managing the safety and security of deposits.

- **Traditional Deposit Collateral**
  - ✓ Meeting California government code Title 5, Division 2, Sections 53630 through 53686 which regulates the Local Agency Security Program.
  - ✓ In compliance with California law supplement regulations, Title 2, Division 4.5, section 16001.1.1 through 16010.1.3.
  - ✓ TCB's Public Fund balances are collateralized up to 110% by government backed securities.



# Choosing a Municipal Banking Partner

Your Tri Counties Bank Public Sector Banking Team has over 30+ years of expertise in developing, growing and enhancing the banking experience for California Municipalities. When choose a partner bank there are a couple of recommended considerations:

- **Banking team should be an internal advocate at the bank.**
- **Bank should be easy to work with and responsive.**
- **Bank should specialize in 'Public Sector' or 'Municipal Banking' vertical**
- **Ensure banking partner can support both the deposit and loan needs of the municipality**
- **Banker should be meeting with the municipal client on a regular basis**
- **Annual Reviews**
- **Bank should know and be aware of the municipal client's**



# Executive Summary

On behalf of the entire Tri Counties Bank team, thank you for the opportunity to present a proposal that will assist Montara Water & Sanitary District in improving its banking relationship and partnership.

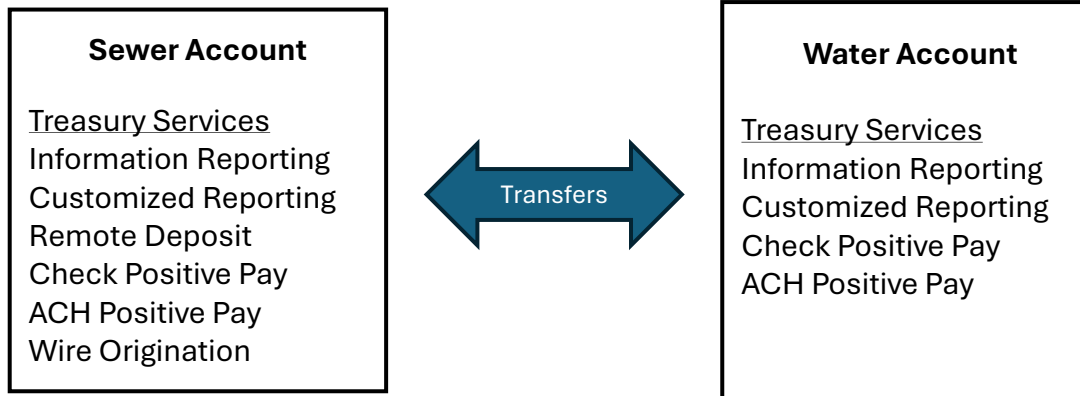
Below are areas of enhanced relationship support:

- Public Sector Relationship Team – ensuring industry knowledge and municipal solutions are at the core of the banking relationship.
  - ✓ Tri Counties Bank will support the district with both banking deposit and financing solutions.
- Direct proforma comparison demonstrates no additional fees to the district, with a robust product offering.
- Fraud prevention services (mitigate external check and ACH fraud): Check and ACH Positive Pay
  - ✓ Increased local service to work with MWSD team to ensure district is supported should fraud arise.
- Reserve liquidity/funds that are fully collateralized per CA Code 53600
  - ✓ Reserve liquidity/funds – Public Funds Money Market will receive a rate/APY of 3.50%\*
    - ❑ This is ideal for short term operational/intermediary funds to increase overall interest earned.

*\*Rates subject to change at any time.*



# Accounts and Treasury Services



- **Remote Deposit:** make check deposits from office. Save electronic copies of checks deposited.
- **Check & ACH Positive Pay:** fraud prevention solutions to mitigate fraudulent checks and ACH debit items from posting to the account.
- **Wire & ACH Origination:** send electronic payments to vendors and suppliers. Control settlement of funds that will assist with reconciliation.

*\*Rates subject to change  
^February 2025 data used*

# Proforma Statement

February 2025 data used

BALANCE COMPUTATION		ACCOUNT POSITION	
Average Daily Book Balance	1,378,586.00	Earnings Credit ( 0.55 %)	523.48
Less Average Daily Float	0.00	Analyzed Charges	438.78
Average Daily Collected Balance	1,378,586.00	Analyzed Charges Due After Credit	0.00
Less Reserve Requirement	137,858.60		
Balance to Support Services	1,240,727.40	<b>TOTAL FEES DEBITED</b>	<b>0.00</b>

ACTIVITY DETAIL				
Services Rendered In Period	Volume	Unit Price	Service Charge	Balance Required
<b>Account Services</b>				
Monthly Maintenance	2	28.0000	56.00	132,727
<b>Subtotal Account Services</b>			<b>56.00</b>	<b>132,727</b>
<b>Online Banking Services</b>				
Trico Treasury Center	1	18.0000	18.00	42,662
<b>Subtotal Online Banking Services</b>			<b>18.00</b>	<b>42,662</b>
<b>Depository Services</b>				
Checks Deposited	0	0.2000	0.00	0
Checks Paid	62	0.2500	15.50	36,737
Deposits	26	1.7500	45.50	107,841
Electronic Credits	41	0.2200	9.02	21,379
Electronic Debits	16	0.2200	3.52	8,343
Cash Handling	0.00	1.8000	0.00	0
Returned Items	0	10.0000	0.00	0
<b>Subtotal Depository Services</b>			<b>73.54</b>	<b>174,299</b>
<b>Remote Deposit Services</b>				
Remote Deposit Capture	1	35.0000	35.00	82,955
RDC Scanner Lease	1	25.0000	25.00	59,253
Remote Deposit Items	0	0.0600	0.00	0
<b>Subtotal Remote Deposit Services</b>			<b>60.00</b>	<b>142,208</b>
<b>ACH Services</b>				
ACH Credit Origination Module	1	35.0000	35.00	82,955
ACH Originated Item	0	0.2000	0.00	0
ACH Same Day Originated Item	0	0.9500	0.00	0
<b>Subtotal ACH Services</b>			<b>35.00</b>	<b>82,955</b>
<b>Wire Services</b>				
Wire Origination Module	1	20.0000	20.00	47,403
Outgoing Online Domestic Wire	0	15.0000	0.00	0
<b>Subtotal Wire Services</b>			<b>20.00</b>	<b>47,403</b>
<b>Fraud Prevention Services</b>				
Payee Positive Pay	2	60.0000	120.00	284,416
ACH Positive Pay	2	25.0000	50.00	118,506
Positive Pay Paid Item	78	0.0800	6.24	14,790
...Positive Pay Paid Check	62	0.0000	0.00	0
...Positive Pay Paid ACH	16	0.0000	0.00	0
<b>Subtotal Fraud Prevention Service</b>			<b>176.24</b>	<b>417,712</b>

# Easy Access to it All



Call your Public Sector Banking Team on their cell phones and contact a local Branch Manager at a direct phone number that rings in the branch.



Access accounts at any time through mobile and online banking platforms.



Enjoy access to approximately 40,000 surcharge-free ATMs nationwide.



Visit any Tri Counties Bank location throughout California.



# Implementation Guide

**SAMPLE**



## Banking Implementation Tasks and Timeline

TOPIC	COMPLETION DATE	TO BE COMPLETED	TO BE COMPLETED	NOTES
<b>MEETINGS</b>				
Implementation Kick-Off Call	12/13/2024		X	
Establish Weekly Recurring Meeting	12/13/2024		X	To be scheduled on 12/13
<b>NEW ACCOUNTS</b>				
Assign New Account Numbers	By 12/13/2024		X	
Execute Public Funds Contract & Waiver	By 12/13/2024	X		
Provide New Account Document Needs List	By 12/13/2024		X	
Collect Tax ID Number	By 12/13/2024	X	X	To be provided
Collect ID Profile Information on all Signers	By 12/13/2024	X	X	
Prepare Signature Cards	By 12/13/2024		X	
DocuSign Signature Cards	By 12/13/2024	X		
Fund Accounts with Initial Deposit	By 12/13/2024	X		
Check Orders Harland/Clark	By 12/13/2024			Request sample check if TCB to order
<b>TREASURY MANAGEMENT AGREEMENTS</b>				
Resolution	By 12/13/2024		X	Verify we have the most updated resolution
Acceptance, Master Treasury Agreement	By 12/13/2024		X	
Service Descriptions	By 12/13/2024		X	
Online Set-Up Form	By 12/13/2024		X	
Sub-User Forms	By 12/13/2024		X	
RDC Forms	By 12/13/2024		X	Confirm daily amount
ACH Form	By 12/13/2024		X	Confirm daily amount
Wires	By 12/13/2024		X	Confirm daily amount
Positive Pay (Sub-User)	By 12/13/2024		X	
<b>TREASURY CENTER</b>				
TCB set-up Company w/ Admin	By 12/13/2024			
TCB set-up Initial Sub-Users	By 12/13/2024			
Platform Training	TBD			
Notifications and alerts	TBD			Please provide with online user list/screen shots
<b>REMOTE DEPOSIT</b>				
Ship Scanner(s)				
Install during Training				
<b>ACH ORIGATION</b>				
Online ACH				
ACH Templates				ACH templates be exported from current online platform?
<b>WIRE TRANSFERS</b>				
Online wires				Wire templates be exported from current online platform?
<b>POSITIVE PAY</b>				
CalMHSA to send TCB Check Issue File				
TCB to format and map File				
Upload, Exception Review Training				

# Recommended Solutions

# Payables

Treasury Management Solutions

tcbk.com/treasury

## Payables

**Solutions to help you easily manage the outflow of funds.**



### ACH Payments

*Efficient Electronic Payments*

Eliminate paper checks while increasing the reliability and security of your payments, including payroll, vendor and tax payments. Reduce the time and cost of issuing, receiving, posting and reconciling payments.



### Wire Services

*Convenient and Quick Wire Transfers*

Originate Wire Transfers efficiently and cost-effectively to payees in the United States and around the world—all with a click of a mouse.



### Integrated Payables

*Reduce Operating Costs and Improve Cash Flow*

Discover a more efficient, less expensive way to manage your payables process with Tri Counties Bank's Integrated Payables solution.



### Purchasing Card

*Manage Employee and AP Expenses*

Manage employee expenses and AP spend with a single card program—the Tri Counties Bank Visa® Purchasing Card.

### Manage Your Cash Flow More Efficiently

Our experienced team of treasury and payments professionals deliver personalized solutions to meet your unique challenges and goals. As your financial partner, we will help you streamline your cash management, payables, receivables, and information reporting processes.

### Get Started

Find out how we can support your business by connecting with a Treasury Management Officer.

**1-877-895-7580**

tm@tcbk.com

- ACH Payments
- Wire Services
- Integrated Payables
- Purchasing Card



# Receivables

Treasury Management Solutions

tcbk.com/treasury



## Receivables

Optimize your cash flow by streamlining and expediting your funds collection processes.



### Remote Deposit Capture

*Deposit Checks From Your Office*

Make deposits when it is most convenient for you. Simply scan checks and transmit your deposit to Tri Counties Bank for processing.



### Cash Vault

*Simplify Cash Handling*

Our cash logistics solutions are custom-tailored for businesses with significant currency and coin processing needs. We can help you deposit your cash and checks, where they will be processed securely, reliably, and promptly.



### Smart Safe

*Save Time and Reduce Risk*

Smart Safe solutions allow cash-intensive businesses to streamline cash handling operations and accelerate funds availability, all while improving the security of your physical cash.



### ACH Collections

*Expedite Collection of Receivables*

ACH Debit Origination enables your company to collect payments from your customers. Funds are deposited directly into your account, providing you with greater control and predictability in your accounts receivable process.



### Lockbox

*Efficient Payment Processing*

This flexible service allows payments to be processed and credited to your account faster, helping your business improve cash flow.

### Manage Your Cash Flow More Efficiently

Our experienced team of treasury and payments professionals deliver personalized solutions to meet your unique challenges and goals. As your financial partner, we will help you streamline your cash management, payables, receivables, and information reporting processes.

### Get Started

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tm@tcbk.com



Service With Solutions™

1-877-895-7580 | TriCountiesBank.com

- Remote Deposit Capture
- ACH Collections
- Lockbox



# Fraud Prevention



**Powerful tools to help reduce your risk of check & ACH fraud while improving reporting.**



## **Positive Pay**

*Prevent Fraudulent Check Transactions*

Positive Pay is a web-based check verification service that helps businesses protect against check fraud. Payee Positive Pay provides the extra step of matching the clearing payee name to the payee name in your issue file.



## **ACH Positive Pay**

*Prevent Unwanted ACH Transactions*

Monitor and control ACH activities to help prevent unauthorized ACH debit transactions from posting to your accounts. ACH transactions that don't match your filter specifications will be made available for you to review and make a pay-or-return decision.



## **Account Reconciliation**

*Get Timely Information*

Simplify the monthly task of reconciling your business checking accounts with Account Reconciliation. Receive timely, accurate information in an electronic data file that can be uploaded to your accounting system, saving you the time and expense of manually sorting, matching, and keying entries.

## **Manage Your Cash Flow More Efficiently**

Our experienced team of treasury and payments professionals deliver personalized solutions to meet your unique challenges and goals. As your financial partner, we will help you streamline your cash management, payables, receivables, and information reporting processes.

## **Get Started**

Find out how we can support your business by connecting with a Treasury Management Officer.

**1-877-895-7580**  
tm@tcbk.com

- Positive Pay
- ACH Positive Pay

# Appendix



# State of California Footprint

## Tri Counties Bank exists for one purpose:

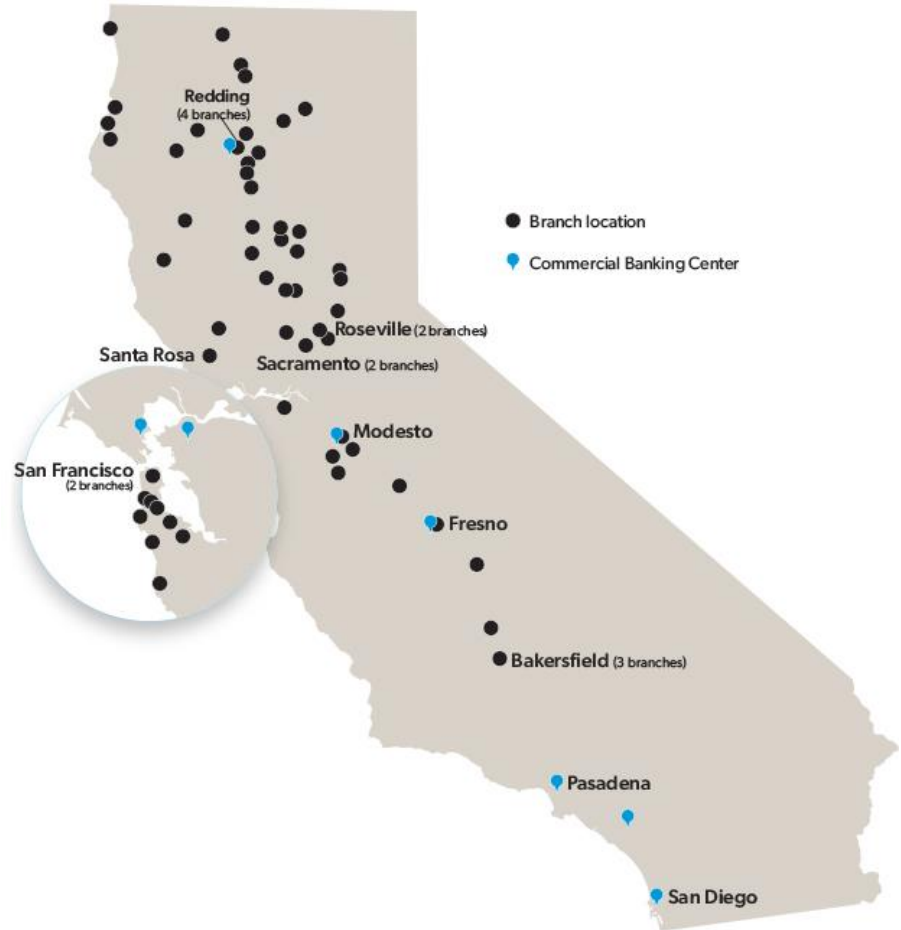
To improve the financial success and well-being of our customers and communities.

We are a community-based financial institution serving commercial enterprises, small businesses and consumers throughout California. Established in 1975, Tri Counties Bank is headquartered in Chico, California, with almost \$10 billion in assets and nearly 50 years of financial stability.

## A Unique Brand of Service With Solutions®

We strive to provide a unique brand of Service With Solutions with a breadth of financial services, business knowledge and personalized problem solving. It's a "come to you" style of full-service relationship banking built to last for years.

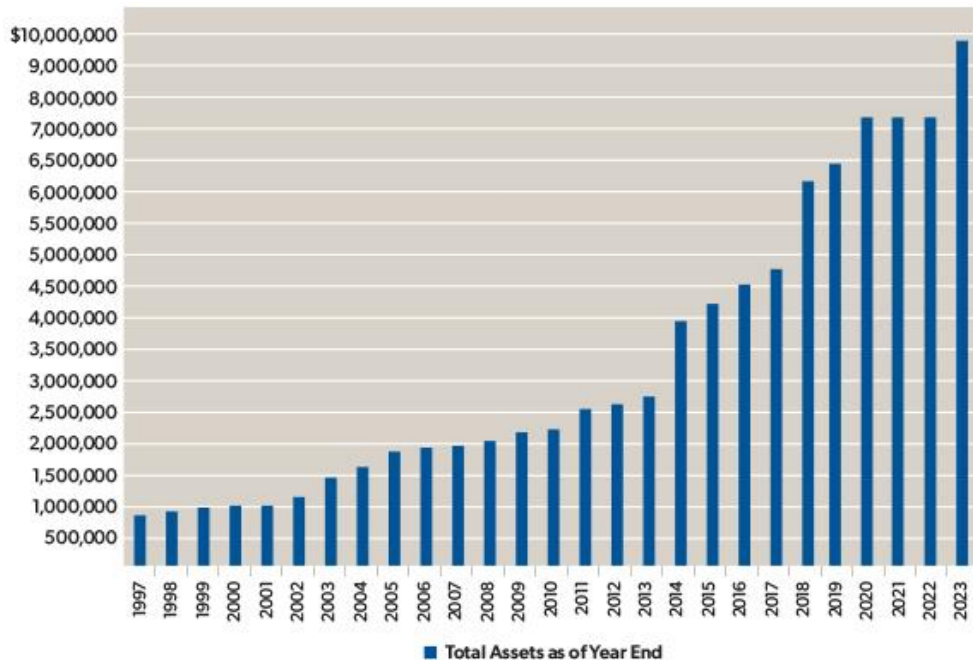
Your Tri Counties Bank team is dedicated to understanding our public sector entities and will coordinate with other specialists to construct a custom solution of financial services to help our partners grow and thrive.



# Financially Strong and Steady

Tri Counties Bank has nearly 50 years of financial stability serving businesses across many industry types through all economic cycles. Our growth tracks with our client growth and successes resulting in more capabilities to serve the markets and communities we serve.

**Total Assets (in 000s)**



## TriCo Bancshares Financial Highlights

as of December 31, 2024

- Nearly five decades of growth and profitability
- Total assets of \$9.7 billion
- Deposit balances of \$8 billion
- Loan balances of \$6.8 billion
- Quarterly dividend of \$0.33 per share
- Bank-level total risk-based capital of 15.7%  
(10% is considered “well-capitalized” by regulators)

Tri Counties Bank is a wholly-owned subsidiary of TriCo Bancshares (NASDAQ: TCBK).

# Municipal Lending Solutions

At Tri Counties Bank, lending support is an essential element of our full-service relationship banking philosophy. We provide a wide variety of municipal loans to meet both short-term working capital needs and permanent financing requirements. Your Tri Counties Bank the Public Sector Banking Team will structure a custom package specifically tailored to meet the current and future needs of our cities, counties, special districts and unique public sector clients:

- **Lines of Credit or Tax Revenue Anticipation Notes**  
Supporting Cash Flow needs
- **Lease Purchase Agreements**  
Smaller infrastructure financing needs
- **Special Assessment Financing & Tax Increment Financing**
- **Equipment Loans**  
Finance the acquisition of new or used equipment.
- **Pension Obligation Bonds**
- **Bond Financing**
- **Term Debt**
- **Bridge Financing/Interim Financing**



# Treasury Management Services

Tri Counties Bank's Treasury Management solutions help our municipalities clients collect & disburse payments more efficiently, improving cash flow and streamlined banking processes. Our Treasury Management Officers spend time to understand our clients' financial processes and historical cash flow to identify specific opportunities to save time, earn more and reduce losses.

## Payables

- ACH Payments
- Wire Transfers
- Trico ePayables
- Tax Payments
- Commercial Cards

## Receivables

- ACH Collections
- Remote Deposit
- Lockbox Services
- Cash Vault Services
- Documentary Collection
- Smart Safe Services

## Information and Control

- Information Reporting
- Positive Pay
- ACH Positive Pay
- Account Reconciliation
- Zero Balance Accounts
- Electronic Data Interchange (EDI)
- IntraFi Cash Service® (ICS®) and CDARS®





# Business Card Services

Improve expense control, employee card management and reporting with Tri Counties Bank VISA® business debit and credit card programs.

Manage an agencies and individual employee cards with central controls allowing you to set individual spending limits and transaction type restrictions – REAL TIME. Easy online reporting that highlight perspectives of card expense by employee, expense type, vendor, etc.





# Merchant Services

Provides 'Public Sector' clients a wider range of payment options with the ongoing support of locally available Merchant Services Specialists.

By offering a wider range of payment options (credit, debit, ATM) you can:

- Minimize your losses from bad checks and charge backs
- Differentiate your business by offering more payment options
- Enhance your customer relationships
- Keep track of receipts with just one monthly statement
- Enjoy next-day funding



# Investment Services

From planning for retirement to planning for the unexpected, your local Tri Counties Advisors team has global resources and experience in all aspects of personal investments. What's more, our approach custom fits to your life vision. We'll make sure you're stepping in the right direction.

- Business Investment Services
- Wealth and Asset Management
- Retirement Income Planning
- Estate Planning
- College Planning
- Portfolio Reviews and Assessments
- 401(k) Options

Securities offered through **Raymond James Financial Services, Inc.** (RJFS) Member FINRA/SIPC are:

- **Not** deposits or obligations of the bank
- **Not** insured by the FDIC or any other government agency
- **Not** guaranteed by the bank
- **Subject to risk**, including the loss of principal

Investment advisory services offered through Raymond James Financial Services Advisors, Inc. Tri Counties Bank and Tri Counties Advisors (TCA) are not registered broker-dealers and are independent of Raymond James Financial Services.

**Office of Supervisory Jurisdiction**  
3700 Douglas Blvd., Roseville, CA 95661  
(916) 984-2479



# Our Greatest Asset

“At the end of the day, an organization is only as good as its people, and we have the best in the business.”

Rick Smith  
Tri Counties Bank  
President, CEO, and Chairman of the Board

## Our People

Our goal is to help our customers earn more, save more and make their banking more convenient, and ultimately, make their lives easier. We accomplish this by recruiting, retaining, and promoting talented and dedicated individuals, providing great products and services, and investing in technology that simplifies life.

We train and empower our team members with the authority, support and tools to make decisions that positively impact our customers' lives.

## Community Commitment

We still believe in the vision of the helpful and caring community banker. As we grow and serve more communities, we become more involved, providing substantial financial and volunteer support to local economies and community organizations.

Sure, every company says they put the customer first. However, with our unique Service With Solutions model, we have what it takes to set the highest standards and deliver on them.

**Tri Counties Bank is honored to be recognized in the communities we serve. Some recent awards:**



Forbes  
America's Best Banks  
2025



Forbes  
America's Best Banks  
2024



Corporate Advocate of the Year  
2024



Sacramento Business Journal  
Most Admired CEOs  
2023



California Black Chamber  
of Commerce  
Top Partner Award  
2023



## CONTRACT FOR DEPOSIT OF MONEYS

THIS CONTRACT, relating to the deposit of moneys, made as of the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ between \_\_\_\_\_ (hereinafter designated "Treasurer") acting in official capacity as \_\_\_\_\_ ("Treasurer," "Finance Director," etc.) of \_\_\_\_\_ (hereinafter designated "Depositor"), and Tri Counties Bank (hereinafter designated "Depository"), having a paid-up capital and surplus in excess of One Billion Dollars (\$1,000,000,000).

### WITNESSETH:

WHEREAS, the Treasurer proposes to deposit in the Depository from time to time, commencing on \_\_\_\_\_, 20\_\_\_\_ moneys in his/her custody in an aggregate amount on deposit at any one time not to exceed \_\_\_\_\_ Dollars (\$ \_\_\_\_\_); or the total of the paid-up capital and surplus of the Depository, whichever is the lesser amount, and said moneys will be deposited subject to Title 5, Division 2, Part 1, Chapter 4, Article 2 (commencing with Section 53630) of the Government Code of the State of California; and

WHEREAS, said provisions of the Government Code require the Treasurer to enter into a contract with the Depository setting forth the conditions upon which said moneys are deposited; and

WHEREAS, in the judgment of the Treasurer, this contract is to the public advantage;

NOW, THEREFORE, it is agreed between the parties hereto as follows:

1. This contract cancels and supersedes any previous contracts between the Treasurer and the Depository relating to the method of handling and collateralization of deposits of moneys.
2. This contract, but not deposits then held hereunder, shall be subject to termination by the Treasurer or the Depository at any time upon 30 days' written notice. Deposits may be withdrawn in accordance with the agreement of the parties and applicable federal and state statutes, rules and regulations. This contract is subject to modification or termination upon enactment of any statute, rule or regulation, state or federal, which, in the opinion of the Administrator of Local Agency Security, is inconsistent herewith, including any change relative to the payment of interest upon moneys so deposited by the Treasurer.
3. Interest shall accrue on any moneys so deposited as permitted by any act of the Congress of the United States or by any rule or regulation of any department or agency of the Federal Government adopted pursuant thereto. If interest may legally be paid, all moneys deposited in accordance with this contract shall bear interest at a rate agreed upon by the Treasurer and the Depository.
4. The Depository shall issue to the Treasurer at the time of each inactive deposit a receipt on a form agreed to by the Depository and the Treasurer, stating the interest to be paid, if any, the duration of the deposit, the frequency of interest payments, and the terms of withdrawal. Each such deposit receipt is by reference made a part of this contract.
5. As security for said deposit, the Depository shall at all times maintain with the Agent of Depository named herein, commencing forthwith, eligible securities having a market value at least 10% in

excess of the actual total amount of local agency moneys on deposit with the Depository. If any eligible security is determined by the Administrator of Local Agency Security of the State of California in accordance with Government Code Section 53661 to be not qualified to secure public deposits, additional security shall be substituted immediately by the Depository, as necessary, to comply with the requirements of this Paragraph.

6. Eligible securities are those listed in Government Code Section 53651.
7. The Agent of Depository, authorized by the Treasurer and the Depository to hold the eligible securities posted as collateral under this contract is **The Independent Bank (TIB)**. Said Agent of Depository has filed with the Administrator of Local Agency Security of the State of California an agreement to comply in all respect with the provisions of Title 5, Division 2, Part 1, Chapter 4, Article 2 (commencing with Section 53630) of the Government Code. A copy of this agreement is attached hereto.
8. Authority for placement of securities for safekeeping in accordance with Government Code Section 53659 is hereby granted to the Agent of Depository, including placement with any Federal Reserve Banks or branches thereof, and the following banks, other than the Depository, located in cities designated as reserve cities by the Board of Governors of the Federal Reserve System:
9. If the Depository fails to pay all or part of any deposits of the Treasurer which are subject to this contract when ordered to do so in accordance with the terms of withdrawal set forth on the deposit receipt (which is by reference made a part hereof), the Treasurer will immediately notify, in writing, the Administrator of Local Agency Security. Action of the Administrator in converting the collateral required by Paragraph 5 above for the benefit of the Treasurer is governed by Government Code Section 53665.
10. The Depository may add, substitute or withdraw eligible securities being used as security for deposits made hereunder in accordance with Government Code Section 53654, provided the requirements of Paragraph 5 above are met.
11. The Depository shall have and hereby reserves the right to collect the interest on the securities, except in cases where the securities are liable to sale or are sold or converted in accordance with the provisions of Government Code Section 53665.
12. The Depository shall bear the expenses of transportation of eligible securities maintained as collateral to and from the designated Agent of Depository.
13. This contract, the parties hereto, and all deposits governed by this contract shall be subject in all respects to Title 5, Division 2, Part 1, Chapter 4, Article 2 (commencing with Section 53630) of the Government Code, and of all other state and federal laws, statutes, rules and regulations applicable to such deposits, whether now in force or hereafter enacted or promulgated, all of which are by this reference made a part hereof.

IN WITNESS WHEREOF, the Treasurer in his/her official capacity has signed this contract in duplicate and the Depository has caused this contract to be executed in like number by its duly authorized officers.

TREASURER/FINANCE DIRECTOR:

DEPOSITORY: Tri Counties Bank

By \_\_\_\_\_ By \_\_\_\_\_

WAIVER OF SECURITY

TO WHOM IT MAY CONCERN:

Pursuant to Section 53653 of the Local Agency Deposit Security Law, a treasurer may, at his discretion, waive security for such portions as are insured pursuant to Federal Law.

WHEREAS, it is the advantage of Tri Counties Bank to increase the amount of its available collateral to secure the deposits of public accounts, and in so doing, without increasing the risk of the deposits of such public accounts;

NOW, THEREFORE, the authorized agent of \_\_\_\_\_, a public institution, hereby agrees to waive the security required by Section 53653 of the Local Agency Deposit Security Law by Tri Counties Bank the Depository Association for up to the maximum federally insured amount of certain deposits of the described public institution. As a condition to the granting of this Waiver of Security, it is understood that Tri Counties Bank shall continue to maintain approved collateral security for all those deposits in excess of the maximum federally insured amount per Section 53653 of the Local Agency Deposit Security Law.

I authorize Tri Counties Bank to waive security per Section 53653 of the Local Agency Deposit Security Law.

Date: \_\_\_\_\_

Local Agency entity: \_\_\_\_\_

Authorized Signer \_\_\_\_\_

Title: \_\_\_\_\_

TAX ID of entity \_\_\_\_\_






# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 1, 2025**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

## **SUBJECT: Review Announcement of Recology Change in Route**

Recology notified MWSD of proposed changes to ROTC collections in Montara/Moss Beach last week. In accordance with the Franchise agreement a two week notification to MWSD is required.

Recology of the Coast has completed a plan to gain routing efficiencies and reduce collection footprint in MWSD. In order to achieve this, Recology changes the service days for approximately 550 accounts. The main changes would be to move a section of Moss Beach customers from Friday to Monday collection.

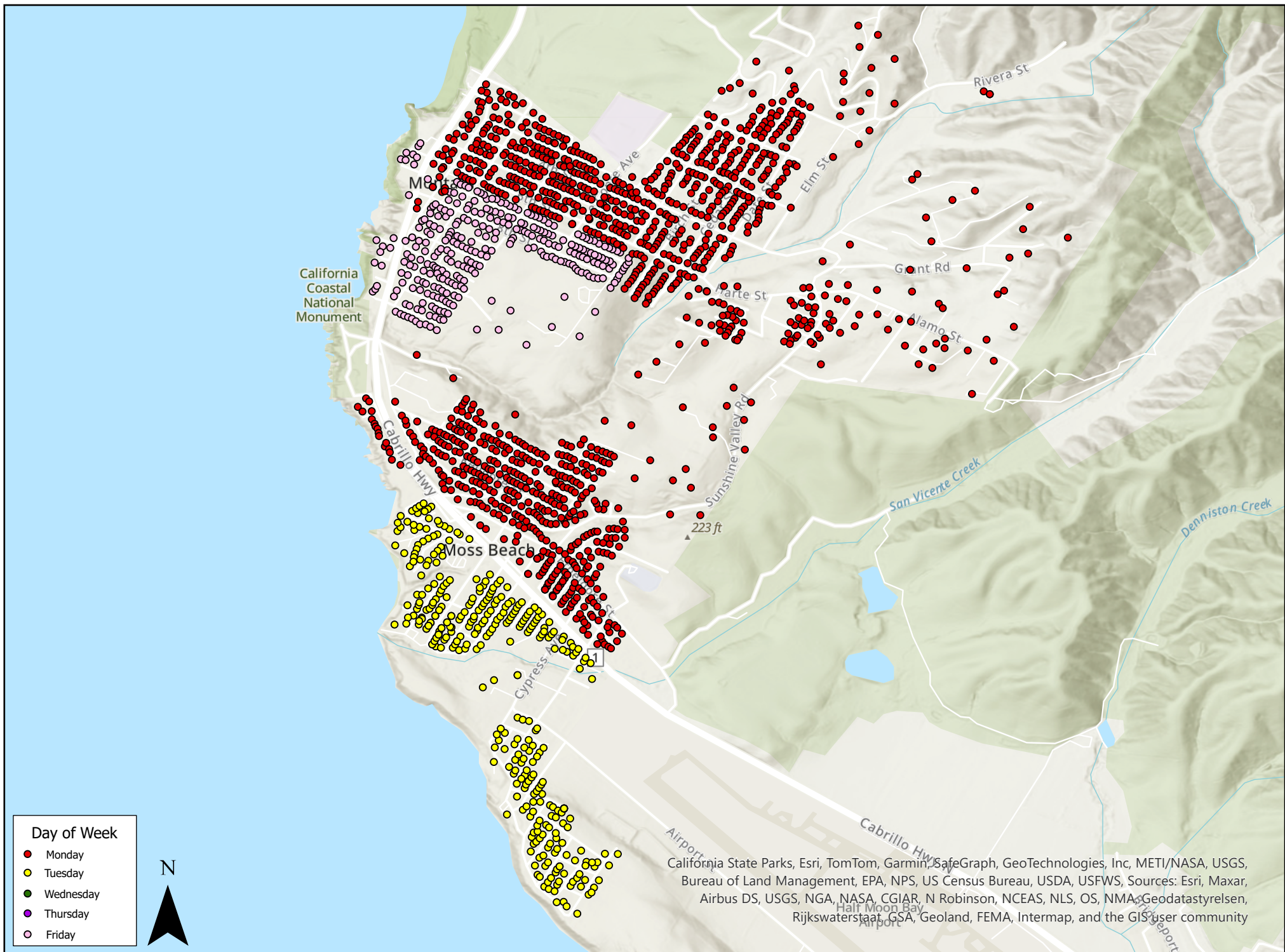
The changes will be announced on Recology's as well as MWSD's Nextdoor account with additional information posted on Recology's and MWSD's websites. Recology plans on directly notifying the affected customers the week of May 19th with the first pickup being the following week of May 26th by attaching day change stickers to the garbage cart with notification of the new collection day.

The goal of these day changes is to reduce the number of trucks/days needed to collect garbage.

### **RECOMMENDATION:**

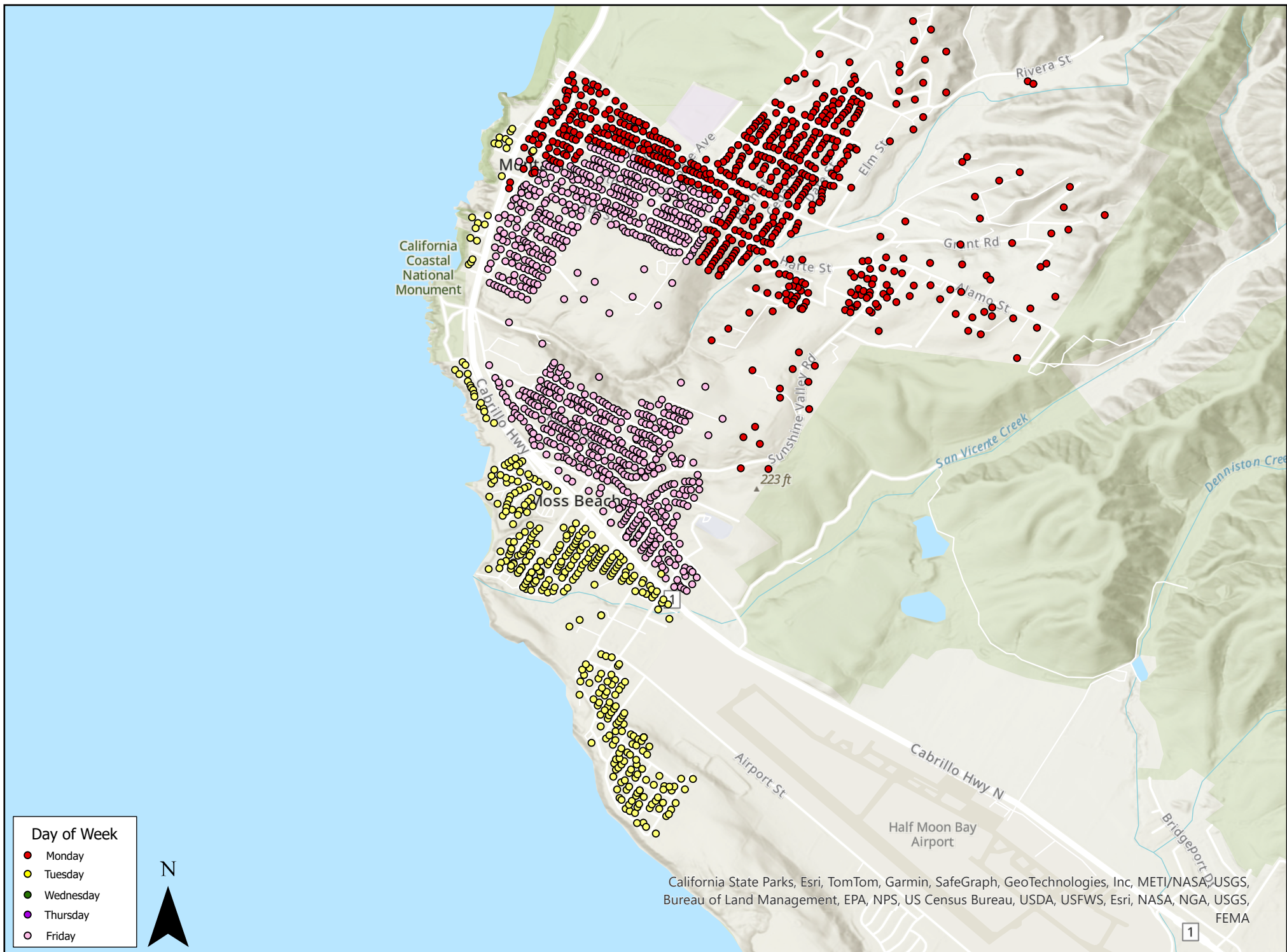
This item is for information only





## Proposed Service Days - Montara & Moss Beach





# Current Service Days - Montara & Moss Beach Residential



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 1, 2025**

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: General Manager's Report**

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## Operations Report March 2025

### 811 Dig Alerts

- 3/4/25- 30 Afar. Work for electrical distribution. No water.
  - 651 Stetson. Asphalt pavement work. Work already completed.
  - 234 Nevada. Residential property work. Fire service line marked.
  - 8450 HWY 1. Work for soil sampling/boring. No water.
- 3/5/25- 1234 Cedar. Work to install new pge utilities. No water.
  - 1219 Cedar. Work to install new pgr utilities. Marked service line.
- 3/10/25- 120 Beach Way. Work for utilities distribution/gas. Extended previous markings for main and service line.
- 3/12/25- 90 Precita. Work for utilities distribution/gas/pge. Remarked mains and service lines within USA.
- 3/17/25- End of Vallemar near office. Work for soil sampling/boring. Marked main and service line within USA.
  - George X E. Montara. Work for electric pole repair. No water within USA.
  - Carlos X Sierra. Work for soil sampling/boring. No water within USA.
- 3/18/25- 112 Orval. Work for utilities distribution/sewer. Mains and service lines marked.
  - Carlos X Buena Vista. Work for power pole repair. No water.
  - 9850 Cabrillo HWY. Work for utilities, No water.
  - San Lucas X Del Mar. Work for water main relocation. Main and service lines marked.
  - Carlos X Vallemar. Work for soil sampling/boring. No water.
- 3/19/25- 560 Stetson. Work for power pole repair. No water.
  - 882 Stetson. Work for new water utilities install. Main and service lines marked.
- 3/20/25- 105 San Lucas. Work for new water main relocation. Water Main and service line marked
- 3/21/25- 55 Bernal. Work for new utilities install/water. Water main marked
- 3/24/25- 761 Lancaster. Work for tree root removal. Water main marked .



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 1, 2025**

FROM: Clemens Heldmaier, General Manager

- 379 Nevada. Residential property work, footings/foundation work. Previous marks checked and remarked where needed.
  - 502 Farallone. Work for power pole repair. Marked main.
- 3/25/25- 350 9th. Work to install new power pole. Main marked.
  - 990 Acacia. Work to install new electrical utilities. Main and service lines marked.
  - 350 9<sup>th</sup>. Work for multiple utilities distribution. Remarked main and service lines.
- 3/28/25- 380 Airport. Work for utilities distribution. Main and hydrants marked.
  - 717 Etheldore. Work for multiple utilities install. Main and neighbors service marked.
- 3/31/25- 600 Marine. Work for asphalt/paving. No conflict, private lines within USA.
  - 1095 Cedar. Work for tree root removal. No water, marked main and service lines surrounding area.

## Work Orders

- 3/1/25- 221 Cypress. The manager of property had backflow device repaired and requested a test to verify repair will pass the device. MWSD operator tested and passed the device, and customer emailed results.
- 3/3/25- 575 Sierra. MOVI. Star read taken and water turned on at meter.
  - 879 Buena Vista. MOVI. Star read taken and water turned on at meter.
- 3/4/25- 175 Marine. Community member called about potential leak. MWSD operator verified the address had an active irrigation leak that was triggering a sump pump to drain water into roadway. Contact attempted; door tag left for customer. Customer later contacted on call operator and during siter visit verified with customer that the irrigation system was leaking.
- 3/5/25- 363 3<sup>rd</sup>. MOVO/IN. Final read taken and water left on for customer.
- 3/6/25- 315 3<sup>rd</sup>. Tamper picked up on meter reads. Tamper repaired and meter reprogrammed.
  - 640 Harte. Tamper picked up on meter reads. Tamper repaired and meter reprogrammed.



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FROM: Clemens Heldmaier, General Manager

- 123 7<sup>th</sup>. Tamper picked up on meter reads. Unable to repair meter, new meter installed and reprogrammed.
- 86 San Lucas. The customer at said address is complaining about a sink hole in front of his house. MWSD operator documented with photos and provided for record.
- 3/7/25- 1350 Main. MOVO. Final read taken and water shut off at meter.
- 3/10/25- 376 9<sup>th</sup>. The customer Need help finding water meter and shut off valve. MWSD operator located, took photos and sent to customer, along with a voicemail.
- 3/14/25- 441 Terrace. The customer received a leak notice and requested a profile. No leak indication present at time of meter inspection, MWSD operator verified leaking irrigation system and shut off for the customer, profile pulled and sent to customer.
- 3/18/24- 834 Tierra Alta. Customer requested a profile be pulled and emailed.
- 3/26/24- 441 Virginia. MOVO/IN. Final read taken and water left on.
- 3/20/25- 845 Franklin. The customer received a leak notice and requested a profile. MWSD operator observed a leak icon indicator on meter face while pulling the profile, Profile pulled and emailed to customer.
- 3/31/25- 450 Virginia. MOVO/IN. Final read taken and water left on.
  - 821 Ocean. The homeowner was out of town and notified by a neighbor that there was an active leak on the property. MWSD operator verified the broken service line on the customers side, the water was shut off at the meter and house valve. The customer was contacted and MWSD operator met with plumber to discuss situation.

## **After Hours Call Outs**

- 3/2/25 – Bay Area alarm call due to door at MWSD office being blown open. Operator secured building and reset alarm.
- 3/5/25 – Bay Area alarm call at 2:00am for office entry. Operator inspected and did not see any signs of entry. Rearmed.
- 3/8/25- 1271 Cedar called about no water at house. MWSD operator found the young child had shut off water at house valve.
- 3/10/25- Call for potential leak at Harte and Crescent.





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FROM: Clemens Heldmaier, General Manager

- SCADA call for high NTU's at AVTP while plant was off. Site visit to clear alarms.
  - 3/12/25. AB call. Full main separation at downstream side of San Lucas X Del Mar valve cluster. Valve shut and dead end isolated, 3 customers shut off for night.
- 3/11/25- AB call for leak at 879 Ocean. Cracked 6" main repaired with 6' drop in and couplers.
- 3/15/25- AB call for 873 Ocean, Shut down main/dead end at Madrone valve.
  - Second main break at San Lucas X Del Mar. Valve shut for dead end and left closed. Effected customers high lined for water service.
- 3/16/25- AVTP shutdown due to Rain event.
- 3/29/25- Leak on old 2" steel main on Cedar Street.
- 3/31/29- Bat alarm call for office building intrusion. Board room door blew open.

## **Repairs and Leaks**

- 3/17/25- 2" main repair and Harte and Crescent.
- 3/11/25- 879 Ocean Main break. 6' drop in with couplers.
- 3/12/25-San Lucas X Del Mar Main separation, 89 San Lucas. Upstream side of valve cluster.
  - Full main separation at downstream side of San Lucas X Del Mar valve cluster. Valve shut and dead end isolated, 3 customers shut off for night.
- 3/15/25- 873 Ocean, Shut down main/dead end at Madrone valve, Cracked 6" main repaired with full circle clamp.
  - Second main break at San Lucas X Del Mar. Shut valve
- 3/24/25- SCADA call for high NTU's at AVTP.
- 3/29/25- Leak on old 2" steel main on Cedar street, repaired with another clamp.

## **Miscellaneous**

- Replace Drake generator with the new generator.
- NAW vessel exchange.
- Cal-Fire flow test for 1221 Vallemar.
- Operation Dead Endpoint Absent Reads.



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FROM: Clemens Heldmaier, General Manager

## O.D.E.A.R.

- 30 missed reads.
- 2 missed reads not on missed read report.
- 2 High Usages

## Maintenance

- Alta Vista Well check valves failed, well pulled by Maggiora Bros and repaired.
- Generator exercises.
- Nitrate analyzer maintenance.
- 9 dead meters replaced.
- New Sump pump for Alta Vista Sludge bed tank.
- Completion of Bunker roof project adding storage and equipment space near the shop.
- Bunker garage door installed.
- Updated Sludge bed piping configuration to prevent excess water from flowing into the road.
- New Eyewash station rinse cartridges for Alta Vista Well.
- Metal recycling picked up.
- Leak truck maintenance, new brake system installed.
- Oil changes for fleet vehicles.
- School House Flammable cabinet installed and vented to exterior.
- AC pipe removal.
- 86 San Lucas leaking riser repair.
- Diversion line flush.

## Newsletter:

## RECOMMENDATION:

This is for Board information only.