



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

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

AGENDA

District Board of Directors

8888 Cabrillo Highway
Montara, California 94037

March 21, 2019 at 7:30 p.m.

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 February 7, 2019.](#)
2. [Approve Financial Statements for January 2019.](#)
3. Approve Warrants for March 1, 2019.
4. [SAM Flow Report for January 2019.](#)
5. [Monthly Review of Current Investment Portfolio.](#)
6. [Connection Permit Applications Received.](#)
7. [Monthly Water Production Report for January 2019.](#)

8. [Rain Report.](#)
9. [Solar Energy Report.](#)
10. [Monthly Public Agency Retirement Service Report for December 2018.](#)

OLD BUSINESS

1. [Review and Possible Action Concerning Consideration of In-House Sewer Collection Services.](#)

NEW BUSINESS

1. [Review and Possible Action Concerning Generator Purchase for Alta Vista Site.](#)
2. [Review and Possible Action Concerning Nitrate Reduction System Purchase.](#)
3. [Review and Possible Action Concerning Update of MWSD Strategic Plan.](#)
4. [Mid-Year Budget Review.](#)
5. [SAM Budget Process Update](#)
6. [Review and Possible Action Concerning CASA Outreach Opposing SB 332.](#)

REPORTS

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

FUTURE AGENDAS

ADJOURNMENT

CONVENE IN CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

(Government Code §54956.9(d)(4))

Initiation of litigation

Number of cases: 1

CONFERENCE WITH LEGAL COUNSEL -- EXISTING LITIGATION

(Government Code §54956.9(d)(1))

Case Names: *Ecological Rights Foundation v. Sewer Authority Mid-Coastside* (USDC ND Case No. 3:18-cv-04413-VC)

City of Half Moon Bay v. Granada Community Services District, et al.

(Santa Clara County Super, Crt. No. 17CV316927)

REPORT OF ACTION TAKEN IN CLOSED SESSION, IF ANY

ADJOURNMENT

The District has a curfew of 11:00 p.m. for all meetings. The meeting may be extended for one hour by vote of the Board.

NOTE: In accordance with the Government Code, members of the public may address the Board on specific agenda items when the matter is discussed by the Board. Any other items of interest that is within the subject matter jurisdiction of the District may be addressed during the Oral Comments portion of the meeting. Upon request, this Agenda 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 made at (650) 728-3545. Materials related to an item on this Agenda submitted to the Board after distribution of the Agenda Packet are available in the District Clerk's office during normal business hours. Such documents may also be available on the District's web site (www.mwsd.montara.org) subject to staff's ability to post the documents before the meeting.



MONTARA WATER & SANITARY
DISTRICT

BOARD OF DIRECTORS MEETING
February 7, 2019

MINUTES

REGULAR SESSION BEGAN AT 7:31 p.m.

CALL TO ORDER

ROLL CALL

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

Directors Absent: None

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

Others Present: District Counsel, Christine Fitzgerald

PRESIDENT'S STATEMENT –

Director Slater-Carter indicated that the District is doing well.

ORAL COMMENTS -

Gregg Dieguez, Montara resident: I've applied for an open position on the MCC, and my concern is that in order to make the right decisions for the mid-coast, we need to have a understanding of some of the dynamics that have gone on—not only in this District, but SAM, Granada and so forth. I am aware that there are two or three lawsuits, people can't talk about certain things, and there are articles and editorials flying around in the Half Moon Review--thank you for your attempt there,

Ric. But we have to have a fact-based foundation for understanding the right policy decision criteria and ultimately plans and decisions we need to make. So, my request of the Board--and I can't make it too specific--is would someone please explain the history of SAM and Half Moon Bay, and how they did or did not undermine the success of the jointly owned entity? We need to have that as a basis to present to the community so that we can reach a rational decision at some point. I don't know when I can ask you to do that, or how much to ask you to disclose; but whether I get appointed to the MCC or I'm just a rabble-rouser, people ought to have some shared understanding of the evidence. Thank you.

Director Slater-Carter: I'm sure any one of us would like to sit down with you and give you our personal opinion, but if we wanted to do it as an agenda item, it would have to be very neutrally fact-based. We can always do that at a future meeting. But, going out and having a beer with any one of us would be far more fun. Thank you for your comments.

PUBLIC HEARING - none

CONSENT AGENDA

1. Approve Minutes for January 17, 2019
2. Approve Financial Statements for December 2018
3. Approve Warrants for February 1, 2018
4. SAM Flow Report for December
5. Monthly Review of Current Investment Portfolio
6. Connection Permit Applications Received
7. Monthly Water Production Report for December 2018
8. Rain Report
9. Solar Energy Report
10. Monthly Public Agency Retirement Service Report for November 2018

Director Boyd moved to approve the Consent Agenda and Director Lohman seconded the motion. All Directors were in favor and the motion passed unanimously 5 – 0.

OLD BUSINESS – None

NEW BUSINESS -

1. **Review and Possible Action Concerning Sewer Authority Mid-Coastside FY 18-19 Interim Budget Amendment.**

General Manager Heldmaier: At the last SAM meeting, January 28th, the SAM Board approved a budget amendment for distribution to the member agencies. The Sewer Authority is asking for an additional \$328,000 dollars, a 5.4% overall budget increase to this current year's budget. Our share of this is approximately \$67,568

dollars. The items it is for is \$100,000 for additional legal services for the ERF lawsuit, accounting services of \$60,000 dollars, and fire control panels, sprinklers, etc.—those are permit requirements that were triggered which amounts to \$68,000 dollars. The majority of these items were already approved by the SAM Board for use. SAM is now asking to recover these costs through a mid-year budget amendment. The recommendation is to adopt the resolution of the Montara Water and Sanitary District consenting to approval of Amendment to Sewer Authority Mid-Coastside General Budget for Fiscal Year 2018-2019.

Director Lohman: A budget is always a budget, which isn't locked into law. If you find things that pop up during the year like these electrical panels they need and other things. SAM employees are in danger—when you are working with big electrical equipment, you just have to fix it. The legal fees, as Clemens mentioned, with the suits going on right now from some environmental groups about the spill, the attorney's contract has been extended until the end of June. Someone has to attack the lawsuits. He has to do it, and there is an upper limit set. I forgot what the other item was.

Director Slater-Carter: It was Accounting Services, which was recommended by the auditor.

Director Lohman: Years ago, we started reducing SAM's reserves. If SAM had normal reserves, they probably could have picked up some of these things. I believe, I remember years ago, the Districts pulling back on the reserves, saying stuff like “why should SAM have the reserves? The Districts need the reserves and if SAM needs money we will give them more money.”

Director Boyd: More than once, when it came time to fund items in the budget that we really needed to fund, I don't remember how many occasions we did this, but I remember, sometime back in 2009, 2010, 2011, or 2012—somewhere in there, Half Moon Bay was facing some real tight fiscal constraints due to lawsuits of their own. Montara and Granada agreed to fund some projects from reserves rather than get those from charges to the member agencies. Through some of that work, that starting drawing down reserves, basically paying for operating expenses out of savings instead through operating revenues from the member agencies. So that is one reason, on more than one occasion, that we started drawing down on reserves with the idea that we would start to replenish those, and in recent years getting agreement to do that has been increasingly difficult.

Director Lohman: We had a brief discussion about the whole reserve thing, and I believe the President accepted my recommendation to put it on the agenda for the next SAM meeting, which is a re-evaluation of the reserve policy. So, we will be looking into that, and looking for feedback from everybody, including the managers on how to deal with reserves, so we don't have to go through this process all the time.

Director Boyd: I am familiar with 5 of the 6 items. The 6th one is the electrical work, and that is \$15,000 dollars. You get my recommendation—that is very strong, and the others—the legal services, the ERF lawsuit—we need to do this. The accounting services, I strongly supported that when I was on the SAM Board—so it has to get paid for. The inspections...I'm supporting this. I don't like these things coming in this late in the year, but mostly it's the exceptional things. I would like to see us get into a posture—this might be feedback for our representatives--where a regular inspection regimen is budgeted for. The inspection for the bus duct and other key pieces of infrastructure is just part of the cost of doing business. We should encourage SAM to have that in the budget and spend that money on a regular basis.

Director Slater-Carter: I think that is a good plan, and SAM, through Beverli, the General Manager and staff, has been creating check lists and programs of inspection and keeping track of things. Once this lawsuit is finished, SAM will be able to move towards getting itself in to the 21st century in terms of maintenance, repair, inspections and so on. One of things we need to work on, as you and Ric mentioned, is our reserve policy, so SAM doesn't need to come back to the agencies. It may boost our payments to SAM, because they are kept artificially low by not having a reserve. If SAM can work to create reserve funds or an accounting system that has designated funds for these kinds of things we will be able to take care of a lot of these problems. And with the revolving door at SAM and all the managers, and interim managers, it has left SAM in a weak position in terms of taking care of itself. What I see happening at SAM now is they have excellent staff, good management, and they are moving forward as they should be.

Director Harvey: Thank you, Ric for the background. I was there 10 years ago, and we talked about the reserves. We were promised that the following year, we would build the reserves back up, but it didn't quite work out that way.

Director Harvey moved to adopt the resolution consenting to approval of Amendment to Sewer Authority Mid-Coastside General Budget for Fiscal Year 2018-2019, and Director Boyd seconded the motion. All Directors were in favor and the motion passed unanimously 5 – 0.

2. Review and Possible Action Concerning Wagner Well Rehabilitation and Water Main Replacement Project Authorization to Bid.

General Manager Heldmaier: I think the title says it all. We need to replace almost all of the above ground structures at the Wagner well. This does not have to do with the well itself--the below ground well is in perfect condition. We also need to replace the pipe that goes to the Drake well. They are old structures—the Wagner well was one of the first wells in the District. The first owner of the water system in Montara was Mr. Wagner and he drilled this well. We attached bid documents for review, and are recommending to adopt the resolution of the Montara Water and Sanitary District approving contract documents, including design, plans and

specifications, for the Wagner Well rehabilitation and water main replacement project; authorizing and directing advertisement for bids therefor; determining project exempt under California Environmental Quality Act and authorizing and directing filing Notice of Exemption. Cost will be approximately \$200,000 dollars for the project.

Director Marshall: Capital improvements—love it. I think it is important that we continue to move forward with that. Infrastructure is important to the District, making sure that we are maintaining and staying ahead of the game as opposed to falling behind. So, from my perspective, I have no issues with this.

Director Boyd: I am in agreement with Eric. Thank you for all the details in this—I appreciate that.

Director Slater-Carter: This is a great project. How many people are aware that on 6th Street we are doing a sewer main replacement? I haven't seen any signage, and I had to stop and ask the workers. I would like to see signs telling the public what we are using their money for, at both ends of the project, and also explaining why the traffic is being slowed down below the normal 20 miles/hour. We really do need to be in the habit of making sure those signs are up, and that they are well placed and maintained. We are spending a lot of money on this, and I want people to know what we are doing. I am proud of what we are doing.

Director Marshall: That is similar to what the County does with their tax dollars—you saw where they are doing that. I think it important that we advertise ourselves, this is where your dollars are going to.

General Manager Heldmaier: We usually do this with every project. I know the beginning of the project was in difficult locations, and now that we are in the streets, we will look into the signage.

Director Slater-Carter: Please, because it is exciting stuff.

General Manager Heldmaier: Absolutely.

Director Boyd moved to adopt the resolution of the Montara Water and Sanitary District approving contract documents, including design, plans and specifications, for the Wagner Well rehabilitation and water main replacement project; authorizing and directing advertisement for bids therefor; determining project exempt under California Environmental Quality Act and authorizing and directing filing Notice of Exemption. Director Marshall seconded the motion, an all Directors were in favor and the motion passed unanimously 5 – 0.

3. Review and Possible Action Concerning Confirmation of Officer's Appointment to CSDA.

General Manager Heldmaier: This goes back to a request from Director Lohman. There have been difficulties at CSDA local chapter to get a quorum of eligible voters for the major actions and at the next will be the LAFCo vote. CSDA asked for confirmation of who will be representing Montara. I already sent them confirmation electronically that it will be Ric, and they have requested some paperwork that we are going to submit. In any case, we want to support this and ensure that Ric can vote on Tuesday. We also want to make sure that any other Directors, in lieu of Ric, has the right to sign and vote for us. Our recommend is to adopt the resolution of the Montara Water and Sanitary District confirming appointments to the California Special District's Association for the calendar year 2019.

Director Lohman: These are official LAFCo procedures. The technical voter is always the President of the District. So, if the President of the District can't attend and vote for the LAFCo rep, we are required to create a resolution authorizing someone else to vote, because the President can't be there. So that what this is—so we can represent our District on this particular vote.

Director Slater-Carter: The CSDA is the California Special District's Association. There is also a San Mateo County chapter and it is an organization formed by the special districts that lobbies and works to keep people aware of special districts and the importance they have in local communities. For instance, many cities have sewer and water functions, but they never have meetings about sewer improvements, or inform people of the real improvements made in their systems. All of that is done by staff in the background. CSDA, special districts, are very dedicated to making sure the public knows what their money is being spent on and in fact, under State law, we are limited to what we can spend our money on, so you will see during the budget process exactly where our money is going, and it goes to the functions of our District. So, the public gets direct benefit that way.

Director Slater-Carter made a motion to adopt the resolution of the Montara Water and Sanitary District confirming appointments to the California Special District's Association for the calendar year 2019. Director Boyd seconded the motion and all Directors were in favor and the motion passed unanimously 5 – 0.

4. Review of New Intake Structure for A.V.T.P. (Alta Vista Treatment Plant)

General Manager Heldmaier: This item was mentioned at the last meeting and we thought it important enough to include it as an agenda item. Attached are pictures in the packet. The original was an old deteriorated box, a simple structure. Our staff did a tremendous job constructing this, using new technologies. It is shown here, using new filter technologies, and is self-cleaning. The entire structure is made of NSF-61 approved material. It was constructed here, taken apart, taken to the site, and then re-assembled. We also established access to the site with the addition of bridges. All in all, this was only possible by establishing access to the site, and we built a couple of bridges that allowed us to get up there. With the

exception of the two new Directors who recently toured it, you have not been able to see the diversion box, simply because it was not accessible.

Director Slater-Carter expressed interest in seeing the site.

General Manager Heldmaier: It allows us to run the plant through rain events, which was a real issue before. It is an increase in our water supply now that we have this box and I want to congratulate our team in implementing this design, and constructing the box. It works flawlessly, and we are really happy with it.

Director Harvey: And it using the Coanda-Effect. It's really cool.

General Manager Heldmaier: It does.

Director Boyd: I'm guessing, it is similar to a colander. It has holes that stuff can go through, and the holes are small enough...

Director Slater-Carter: It's self-cleaning. That is pretty cool. This is functioning now?

General Manager Heldmaier: It has been up and running for the last month and a half, and we have had positive results so far.

Director Slater-Carter: With the storms coming it, it will be a good test.

Director Slater-Carter: I have a request. For our website, things like this should be there—maybe on the Current Events section, and notes about our Wagner well and the new mainline.

General Manager Heldmaier indicated that there would be some adjustments in the Wagner well design, and preferred not to include design documents on the website.

Director Slater-Carter indicated that a general statement about the Wagner Well, with some bullet points, would be sufficient, so that people know what is going on.

Gregg Dieguez: As the volunteer assistant for the proposed newsletter, I think there are three agenda items so far today. The 6th street main replacement--where you want the signs, the Wagner well, and then this, which ought to be journaled for the newsletter.

Director Slater-Carter: Good point, thank you.

5. Receipt of the Association of California Water Agencies Joint Powers Authority President's Special Recognition Award.

General Manager Heldmaier: We switched insurance companies in 2013 to ACWA JPIA for our Workers Compensation insurance due to the high comp rate we had with the prior insurance. The comp rate is a factor and what goes mainly into that factor is the number of injuries that we had. There was a series of smaller reportable injuries that we had prior to 2013. All together this works with a 3 year lag—how that factor is applied. And that is why, at one point, it accumulated so that in 2012, we spent over \$60,000 in workers comp insurance. ACWA JPIA has done a tremendous job working with us, compared to the prior insurance. They come in on a regular basis and seek contact with us, help us implement programs that increase the safety for our workers, and it has paid off—and that is what we are showing here. Our factor dropped from 2.12 to currently 0.85, and we will be paying about \$15,000 dollars. So, it was certainly worth the effort, and this is acknowledged through the President’s Special Recognition award.

Director Slater-Carter: that is a tribute to you and staff. We have a while to go before we catch up with SAM.

Director Lohman: At the SAM meeting, we had a brief discussion about SAM’s safety record, and how many days without an accident. It was such a large number I forgot what it was.

Director Slater-Carter: Yes, it was 3000 something days. It was an amazing number.

Director Slater-Carter: Congratulations and thank you.

6. Review and Possible Action Concerning Cancellation of Next Regular Scheduled Meeting February 21, 2019.

General Manager Heldmaier recommended that the second meeting, February 21st be cancelled, and schedule the next meeting for March 7th. If something comes up, the meeting can be re-instated or a special meeting could be initiated.

Director Lohman: How does this match up with legal meetings that are scheduled?

Director Slater-Carter: We have something to discuss in closed session tonight, and the next meeting with the judge is in April.

Director Lohman: And we can talk about this more later this evening.

All Directors were agreement.

REPORTS

1. Sewer Authority Mid-Coastside Meeting (Slater-Carter & Lohman) –

Director Lohman: I think we hit the big things—the budgets and SAM’s amazing safety record. We had a lot of discussions about the details of the budget bumping up.

Director Slater-Carter: The important thing was the mid-year budget. One other thing that has been accomplished with the Finance Committee—special thanks to Barbara Dye—is we have been putting together a budget process that was developed by the SAM Finance committee with a timeline, so everyone is clear on what agencies, what SAM, and what committees are supposed to do by when. They are the theoretical deadlines. In the past couple of years, we have had some confusion, some stalling in getting things done, and finger pointing. It’s not good for SAM and the Agencies. We put this together and are optimistic that it will help clarify and make things more transparent to the public.

Director Lohman: we will also be talking about the reserves which we already talked about.

Director Slater-Carter: We asked the attorney for SAM to stay until the end of the fiscal year for SAM. And at the OPs committee, we are thinking about extending his contract another year, but that is something that needs to be discussed by the Board. With the lawsuits going on, it is better to have one conductor for the whole concert rather than stepping out in the middle. We are optimistic that it will happen. The next agenda is Monday night.

Director Boyd: All the agendas are posted on the SAM website at samcleanswater.org.

Director Slater-Carter: for the next meeting coming up, the big items is the *History of Flare Repairs and Cost of Long Term Solutions*, which is rather interesting. The flare is an expensive piece of equipment, and is need of major repairs. I’m glad SAM is looking for alternatives.

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

Director Slater-Carter: There is a vacancy.

Gregg Dieguez: A decision should be made by February 22, 2019.

3. CSDA Report (Lohman) – None (no meeting)

3. Attorney’s Report (Schricker) – Not present

District Counsel Christine Fitzgerald: I’m Christine Fitzgerald, and will be sitting in for Dave Schricker, who was unable to attend.

5. Directors’ Report –

Director Harvey: There is a site that is really cool. It is called a wind map and it shows the wind direction throughout the Country. It’s a dynamic thing and it is pretty accurate, so when a storm comes to the Coast, the wind comes from the

South and you can see it coming. And the website is hint.fm/wind/ and it shows the storms moving across the Country, the wind direction—it's just amazing. It's better than any weather forecast and it is very accurate.

General Manager Heldmaier also recommended [//earth.nullschool.net/](http://earth.nullschool.net/) which is impressive. It is a digital globe that you can turn.

Director Boyd said his favorite site is ventusky.com, and mentioned how windy it gets in Montara.

Director Slater-Carter requested that anyone who wants an agenda item added to please email it to her and Clemens as soon as possible. She also said that the person requesting the agenda item is responsible to provide the background and the information for it. Regular District business will be attended to as it can.

6. General Manager's Report (Heldmaier) – None

District Counsel Fitzgerald: President Slater Carter, we do have a litigation matter, the first one, the *City of Half Moon Bay* on the Closed Session agenda, and it has come to my attention there may be potential conflicts of interest with two our Directors. Since the potential conflicts have been raised, the individual directors have an opportunity, at this point, to declare the potential conflict and their intention to recuse themselves, if there is a conflict. If this were to occur, it should occur now, in open session, so we have a record, and I recommend that once we convene in closed session that no discussion take place on litigation, until and unless, the directors recuse themselves or we make a determination as to whether there is a conflict and how to proceed making that determination.

Director Slater-Carter stated that the agenda item in question will be moved to the last agenda item, so that the directors can be present for the other closed session agenda items. The open session was then adjourned, and a brief break was announced before re-convening for the Closed Session.

FUTURE AGENDAS

ADJOURNMENT

REGULAR MEETING ENDED at 8:20 P.M.

ADJOURNMENT

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

**Case Names: Regional Water Quality Control Board v. Sewer Authority
Mid –Coastside (ACL Complaint No. R2-2017-1024)**

**Regional Water Quality Control Board v. Montara Water
and Sanitary District (ACL Complaint No. [unspecified])**

**CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(Government Code § 54956.9(d)(2))**

**Significant Exposure to Litigation
Number of cases: 2**

The Board re-convened in open session where the following statement was made by Director Slater-Carter:

Out of an abundance of caution pending resolution of questions surrounding potential conflicts of interest, Director Marshall and Director Harvey recused themselves from discussion in closed session on the item *Half Moon Bay vs. Granada Community Services, District, et al.*, and absented themselves from the meeting.

Director Harvey stated he agreed with the statement.

Director Marshall stated he agreed with the statement.

Both Directors left the meeting at 9:37 p.m.

The open session was then adjourned and the Board re-convened to closed session on the following closed session item:

**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 Super, Crt. No.
17CV316927)**

ADJOURNMENT

Respectfully Submitted,

Signed _____
Secretary

Approved on the 21st, March 2019

Signed _____
President



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: March 21, 2019

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager 

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

Budget vs. Actual – Sewer July thru January 2019 Variances over \$2,000:

- 4400 Fees, \$39,948 above Budget – Major increase in the number of remodel fees purchased by customers.
- 4610 Property Tax Receipts, \$120,146.31 above Budget – District received a \$284,537 ERAF distribution in January.
- 4710 Sewer Service Charges, \$181,919 below Budget – December County distribution did not constitute half of District budget. Additional funds to be distributed in the coming months.
- 4720 Sewer Service Refunds, customer, \$2,333 below Budget – no refunds issued to date.
- **Overall Total Operating Income for the period ending January 31, 2019 was \$17,228 below budget. Total revenue received to date is \$1,673,695.**
- 5200 Board of Directors \$3,363 below Budget – Elections expense has yet to be billed and paid.
- 5400 Legal, \$2,937 below Budget – Difference due to timing. Actual expense; \$90,105.
- 5640 Data Services, \$2,579 above Budget – Bill for the Parcel Management System for 2018-2019.
- 5720 Telephone & Internet, \$2,525 below Budget – expenditures are being held in check.
- 5800 Labor, \$25,754 above Budget – Employee benefits expenses are larger than expected due to the family composition of staff.
- 6170 Claims, Property Damage, \$6,348 above Budget – Payment made to the State Water Pollution Cleanup & Abatement.
- 6200 Engineering, \$26,197 below Budget – Majority of costs have been capital in nature.
- 6400 Pumping, \$4,029 below Budget – Large “catch-up” bill from PG&E expected later in the fiscal year.
- 6600 Collection/Transmission \$5,833 below Budget – No activity in current year.
- 6910 SAM Collections, \$25,408 below Budget – Difference due to timing.
- 6920 SAM Operations, \$104,096 below Budget – Difference due to timing.
- 6940 SAM Maintenance, Collection Sys, \$23,333 below Budget – No activity to date.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: March 21, 2019

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 6950 SAM Maintenance, Pumping, \$9,117 below Budget – One bill paid to date for capitalizable costs related to pumping expenses.
- **Overall Total Operating Expenses for the period ending January 31, 2019 were \$193,580 below Budget.**
- **Total overall Expenses for the period ending January 31, 2019 were \$179,194 below budget. For a net ordinary income of \$161,966, budget vs. actual. Actual net ordinary income is \$428,801.**
- 7100 Connection Fees, \$16,493 above Budget – Four new construction connections sold in January. 1 Remodel connection sold.
- 7200 Interest Income, LAIF, \$25,817 above budget – LAIF has been out-performing projections.
- 8000 CIP, \$1,044,929 below Budget – No activity in January.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: **March 21, 2019**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- **Budget vs. Actual – Water July thru January 2019 Variances over \$2,000:**
- 4400 Fees, \$2,046 above Budget – Mainline extension fees collected in January. This revenue source is not common.
- 4610 Property Tax Receipts, \$120,146 above Budget – District received a \$284,537 ERAF distribution in January.
- 4740 Testing, Backflow, \$2,019 above Budget – additional collections in January.
- 4810 Water Sales, Domestic, \$72,931 above budget – Increase due to rate increase as well as increased usage as well as timing.
- **Overall Total Operating Income for the period ending January 31, 2019 was \$200,329 above budget. Total revenue received to date is \$1,513,439.**
- 5240 CDPH Fees, \$6,756 below Budget – SWRCB bill paid in December.
- 5250 Conference Attendance, \$3,388 below Budget – Minimal activity in the current fiscal year. One conference attended so far.
- 5400 Legal, \$19,585 below Budget – Majority of resources spent on the Sewer enterprise.
- 5530 Memberships, \$10,278 above Budget – Membership dues generally paid at the beginning of the calendar year, difference will decrease as fiscal year progresses.
- 5550 Postage, \$2,032 above Budget – Large mailing invoice paid in December.
- 5630 Consulting, \$6,384 below Budget – Budgeted projects (actuaries & rate studies) have yet to occur.
- 5800 Labor, \$67,260 below Budget – Major line items to decrease are staff wages due to the District not yet employing the services of a fourth operator.
- 6170 Claims, property Damage, \$5,812 below Budget – Minimal activity in this fiscal year.
- 6180 Communications, \$6,227 above Budget – SCADA system maintenance and purchase of additional equipment.
- 6195 Education & Training, \$2,663 below Budget – Expenses have been held in check through the fiscal year.
- 6200 Engineering, \$142,437 above Budget – Water Quality engineering costs are higher than anticipated due to changes at the State Water Board.
- 6320 Equipment & Tools, Expensed, \$4,008 above Budget – Project taken on by District staff required the acquisition of specialty tools.



MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: March 21, 2019

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 6400 Pumping, \$17,495 below Budget – Large “catch-up” bill expected later in the fiscal year.
- 6500 Supply, \$19,372 below Budget – Less water purchases than anticipated.
- 6600 Collection/Transmission, \$23,176 below Budget – Minimal activity in December.
- 6700 Treatment, \$10,249 below budget – Chemicals & Filtering budget and treatment analysis costs held below expectations.
- 6800 Vehicles, \$2,957 below budget – Fuel costs and repair costs have been held below expected.
- **Overall Total Operating Expenses for the period ending January 31, 2019 were \$70,685 above Budget.**
- **Total overall Expenses for the period ending January 31, 2019 were \$22,533 below budget. For a net ordinary income of \$222,862, budgeted vs. actual. Actual net ordinary income is \$563,863.**
- 7100 Connection Fees, \$42,822 above Budget – Three new connections sold in January.
- 7600 Bond Revenues, GO Bond, \$90,420 below Budget – additional funds to be provided through the fiscal year.
- 8000 CIP, \$31,421 below Budget – \$150,007 of project expenses paid for in January.
- 9100 Interest Expense – GO Bonds \$107,349 below Budget – Difference due to timing.

RECOMMENDATION:

This is for Board information only

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2018 through January 2019

	Jul '18 - Jan 19	Water Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 · Cell Tower Lease	21,323.47	20,708.31	615.16
4400 · Fees			
4410 · Administrative Fee (New Constr)	2,084.00	3,208.31	-1,124.31
4420 · Administrative Fee (Remodel)	0.00	525.00	-525.00
4430 · Inspection Fee (New Constr)	1,972.00	2,916.69	-944.69
4440 · Inspection Fee (Remodel)	0.00	379.19	-379.19
4450 · Mainline Extension Fees	3,119.20		
4460 · Remodel Fees	1,899.72		
Total 4400 · Fees	9,074.92	7,029.19	2,045.73
4510 · Grants	280.00		
4610 · Property Tax Receipts	280,562.98	160,416.69	120,146.29
4740 · Testing, Backflow	11,352.00	9,333.31	2,018.69
4810 · Water Sales, Domestic	1,190,203.68	1,117,372.69	72,830.99
4850 · Water Sales Refunds, Customer	-3,262.53	-1,750.00	-1,512.53
4990 · Other Revenue	3,904.38		
Total Income	1,513,438.90	1,313,110.19	200,328.71
Gross Profit	1,513,438.90	1,313,110.19	200,328.71
Expense			
5000 · Administrative			
5190 · Bank Fees	1,182.01	2,041.69	-859.68
5200 · Board of Directors			
5210 · Board Meetings	2,145.62	2,333.31	-187.69
5220 · Director Fees	1,200.00	1,925.00	-725.00
Total 5200 · Board of Directors	3,345.62	4,258.31	-912.69
5240 · CDPH Fees	2,286.00	9,041.69	-6,755.69
5250 · Conference Attendance	111.63	3,500.00	-3,388.37
5270 · Information Systems	1,139.50	1,750.00	-610.50
5300 · Insurance			
5310 · Fidelity Bond	437.50	291.69	145.81
5320 · Property & Liability Insurance	2,215.00	1,575.00	640.00
Total 5300 · Insurance	2,652.50	1,866.69	785.81
5350 · LAFCO Assessment	0.00	1,458.31	-1,458.31
5400 · Legal			
5420 · Meeting Attendance, Legal	13.50	4,958.31	-4,944.81
5430 · General Legal	13,575.00	35,000.00	-21,425.00
5440 · Litigation	6,785.00		
Total 5400 · Legal	20,373.50	39,958.31	-19,584.81

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2018 through January 2019

	Jul '18 - Jan 19	Water Budget	\$ Over Budget
5510 · Maintenance, Office	4,233.35	4,666.69	-433.34
5520 · Meetings, Local	689.46		
5530 · Memberships	22,236.00	11,958.31	10,277.69
5540 · Office Supplies	4,483.97	4,083.31	400.66
5550 · Postage	6,115.63	4,083.31	2,032.32
5560 · Printing & Publishing	2,157.27	1,166.69	990.58
5600 · Professional Services			
5610 · Accounting	16,400.00	17,500.00	-1,100.00
5620 · Audit	8,000.00	7,583.31	416.69
5630 · Consulting	14,032.65	20,416.69	-6,384.04
5650 · Labor & HR Support	1,424.50	1,458.31	-33.81
5660 · Payroll Services	574.59	583.31	-8.72
Total 5600 · Professional Services	40,431.74	47,541.62	-7,109.88
5710 · San Mateo Co. Tax Roll Charges	119.00		
5720 · Telephone & Internet	14,072.31	14,583.31	-511.00
5730 · Mileage Reimbursement	1,128.86	1,166.69	-37.83
5740 · Reference Materials	0.00	466.69	-466.69
5790 · Other Administrative	875.51		
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	23,823.94	25,100.25	-1,276.31
5820 · Employee Benefits	47,295.30	46,700.50	594.80
5830 · Disability Insurance	1,683.06	2,501.31	-818.25
5840 · Payroll Taxes	22,057.89	28,443.31	-6,385.42
5850 · PARS	18,290.41	20,844.81	-2,554.40
5900 · Wages			
5910 · Management	68,381.76	60,506.25	7,875.51
5920 · Staff	209,131.88	248,969.00	-39,837.12
5930 · Staff Certification	5,100.00	6,650.00	-1,550.00
5940 · Staff Overtime	28,787.79	40,444.81	-11,657.02
5950 · Staff Standby	13,994.84	15,238.44	-1,243.60
Total 5900 · Wages	325,396.27	371,808.50	-46,412.23
5960 · Worker's Comp Insurance	3,193.27	13,601.56	-10,408.29
Total 5800 · Labor	441,740.14	509,000.24	-67,260.10
Total 5000 · Administrative	569,374.00	662,591.86	-93,217.86
6000 · Operations			
6160 · Backflow Prevention	464.95	583.31	-118.36
6170 · Claims, Property Damage	21.75	5,833.31	-5,811.56
6180 · Communications			
6185 · SCADA Maintenance	12,060.65	5,833.31	6,227.34
Total 6180 · Communications	12,060.65	5,833.31	6,227.34
6195 · Education & Training	2,587.22	5,250.00	-2,662.78

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2018 through January 2019

	Jul '18 - Jan 19	Water Budget	\$ Over Budget
6200 - Engineering			
6210 - Meeting Attendance, Engineering	0.00	291.69	-291.69
6220 - General Engineering	11,628.05	26,250.00	-14,621.95
6230 - Water Quality Engineering	215,683.66	58,333.31	157,350.35
Total 6200 - Engineering	227,311.71	84,875.00	142,436.71
6320 - Equipment & Tools, Expensed	6,924.22	2,916.69	4,007.53
6330 - Facilities			
6335 - Alarm Services	359.04	466.69	-107.65
6337 - Landscaping	2,912.95	3,500.00	-587.05
Total 6330 - Facilities	3,271.99	3,966.69	-694.70
6370 - Lab Supplies & Equipment	1,687.44	1,166.69	520.75
6400 - Pumping			
6410 - Pumping Fuel & Electricity	36,647.43	52,500.00	-15,852.57
6420 - Pumping Maintenance, Generators	7,308.81	5,833.31	1,475.50
6430 - Pumping Maintenance, General	207.57	2,916.69	-2,709.12
6440 - Pumping Equipment, Expensed	0.00	408.31	-408.31
Total 6400 - Pumping	44,163.81	61,658.31	-17,494.50
6500 - Supply			
6510 - Maintenance, Raw Water Mains	1,857.02	1,225.00	632.02
6520 - Maintenance, Wells	2,381.50	5,833.31	-3,451.81
6530 - Water Purchases	6,781.42	23,333.31	-16,551.89
Total 6500 - Supply	11,019.94	30,391.62	-19,371.68
6600 - Collection/Transmission			
6610 - Hydrants	-570.00	583.31	-1,153.31
6620 - Maintenance, Water Mains	19,241.09	29,166.69	-9,925.60
6630 - Maintenance, Water Svc Lines	36.87	11,666.69	-11,629.82
6640 - Maintenance, Tanks	0.00	583.31	-583.31
6650 - Maint., Distribution General	425.82	4,083.31	-3,657.49
6660 - Maintenance, Collection System	413.98		
6670 - Meters	4,818.35	1,458.31	3,360.04
Total 6600 - Collection/Transmission	24,366.11	47,541.62	-23,175.51
6700 - Treatment			
6710 - Chemicals & Filtering	1,847.46	17,500.00	-15,652.54
6720 - Maintenance, Treatment Equip.	10,951.09	2,333.31	8,617.78
6730 - Treatment Analysis	18,594.40	24,500.00	-5,905.60
6700 - Treatment - Other	2,691.60		
Total 6700 - Treatment	34,084.55	44,333.31	-10,248.76
6770 - Uniforms	5,907.94	7,000.00	-1,092.06

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
 July 2018 through January 2019

	Jul '18 - Jan 19	Water Budget	\$ Over Budget
6800 - Vehicles			
6810 - Fuel	3,703.64	4,666.69	-963.05
6820 - Truck Equipment, Expensed	108.64	583.31	-474.67
6830 - Truck Repairs	1,397.54	2,916.69	-1,519.15
Total 6800 - Vehicles	5,209.82	8,166.69	-2,956.87
6890 - Other Operations	43.48		
6900 - Sewer Authority Midcoastside			
6950 - SAM Maintenance, Pumping	1,076.00		
Total 6900 - Sewer Authority Midcoastside	1,076.00		
Total 6000 - Operations	380,201.58	309,516.55	70,685.03
Total Expense	949,575.58	972,108.41	-22,532.83
Net Ordinary Income	563,863.32	341,001.78	222,861.54
Other Income/Expense			
Other Income			
7000 - Capital Account Revenues			
7100 - Connection Fees			
7110 - Connection Fees (New Constr)	92,523.00	100,928.31	-8,405.31
7130 - Conn. Fees, PFP (New Constr)	95,862.04	46,666.69	49,195.35
7140 - Conn. Fees, PFP (Remodel)	2,032.40		
Total 7100 - Connection Fees	190,417.44	147,595.00	42,822.44
7600 - Bond Revenues, G.O.	580,667.91	671,087.69	-90,419.78
Total 7000 - Capital Account Revenues	771,085.35	818,682.69	-47,597.34
Total Other Income	771,085.35	818,682.69	-47,597.34
Other Expense			
8000 - Capital Improvement Program			
8100 - Water	249,162.77	280,583.31	-31,420.54
Total 8000 - Capital Improvement Program	249,162.77	280,583.31	-31,420.54
9000 - Capital Account Expenses			
9075 - PFP Connection Expenses	6,135.00		
9100 - Interest Expense - GO Bonds	20,593.81	127,943.00	-107,349.19
9125 - PNC Equipment Lease Interest	10,002.68	10,002.69	-0.01

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2018 through January 2019

	Jul '18 - Jan 19	Sewer Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
4220 - Cell Tower Lease	21,323.40	20,708.31	615.09
4400 - Fees			
4410 - Administrative Fee (New Constr)	2,605.00	2,041.69	563.31
4420 - Administrative Fee (Remodel)	0.00	1,166.69	-1,166.69
4430 - Inspection Fee (New Constr)	2,464.00	2,041.69	422.31
4440 - Inspection Fee (Remodel)	0.00	2,333.31	-2,333.31
4460 - Remodel Fees	44,796.00	2,333.31	42,462.69
Total 4400 - Fees	49,865.00	9,916.69	39,948.31
4610 - Property Tax Receipts	280,563.00	160,416.69	120,146.31
4710 - Sewer Service Charges	1,306,879.11	1,488,797.94	-181,918.83
4720 - Sewer Service Refunds, Customer	0.00	-2,333.31	2,333.31
4760 - Waste Collection Revenues	12,299.79	13,416.69	-1,116.90
4990 - Other Revenue	2,764.37		
Total Income	1,673,694.67	1,690,923.01	-17,228.34
Gross Profit	1,673,694.67	1,690,923.01	-17,228.34
Expense			
5000 - Administrative			
5190 - Bank Fees	4,572.95	3,791.69	781.26
5200 - Board of Directors			
5210 - Board Meetings	2,145.65	1,458.31	687.34
5220 - Director Fees	1,200.00	2,333.31	-1,133.31
5230 - Election Expenses	0.00	2,916.69	-2,916.69
Total 5200 - Board of Directors	3,345.65	6,708.31	-3,362.66
5250 - Conference Attendance	111.63	1,750.00	-1,638.37
5270 - Information Systems	1,139.50	2,333.31	-1,193.81
5300 - Insurance			
5310 - Fidelity Bond	437.50	291.69	145.81
5320 - Property & Liability Insurance	2,215.00	1,166.69	1,048.31
Total 5300 - Insurance	2,652.50	1,458.38	1,194.12
5350 - LAFCO Assessment	0.00	1,166.69	-1,166.69
5400 - Legal			
5420 - Meeting Attendance, Legal	13.50	5,541.69	-5,528.19
5430 - General Legal	15,447.00	87,500.00	-72,053.00
5440 - Litigation	74,644.57		
Total 5400 - Legal	90,105.07	93,041.69	-2,936.62
5510 - Maintenance, Office	3,534.95	4,666.69	-1,131.74
5540 - Office Supplies	2,920.87	4,666.69	-1,745.82
5550 - Postage	1,721.35	1,458.31	263.04
5560 - Printing & Publishing	2,157.28	2,916.69	-759.41

Montara Water & Sanitary District Revenue & Expenditures Budget vs. Actual - Sewer July 2018 through January 2019

	Jul '18 - Jan 19	Sewer Budget	\$ Over Budget
5600 · Professional Services			
5610 · Accounting	16,400.00	17,500.00	-1,100.00
5620 · Audit	8,000.00	7,583.31	416.69
5630 · Consulting	13,447.66	11,666.69	1,780.97
5640 · Data Services	6,079.02	3,500.00	2,579.02
5650 · Labor & HR Support	1,424.50	1,458.31	-33.81
5660 · Payroll Services	574.58	583.31	-8.73
Total 5600 · Professional Services	45,925.76	42,291.62	3,634.14
5710 · San Mateo Co. Tax Roll Charges	119.00	1,458.31	-1,339.31
5720 · Telephone & Internet	11,474.75	14,000.00	-2,525.25
5730 · Mileage Reimbursement	1,032.93	875.00	157.93
5740 · Reference Materials	0.00	116.69	-116.69
5790 · Other Administrative	518.10		
5800 · Labor			
5810 · CalPERS 457 Deferred Plan	12,436.67	9,282.00	3,154.67
5820 · Employee Benefits	33,029.94	20,787.06	12,242.88
5830 · Disability Insurance	680.16	894.81	-214.65
5840 · Payroll Taxes	8,279.32	10,144.19	-1,864.87
5850 · PARS	9,494.02	8,992.69	501.33
5900 · Wages			
5910 · Management	68,381.84	60,506.25	7,875.59
5920 · Staff	74,736.53	69,444.06	5,292.47
5930 · Staff Certification	1,050.00	1,050.00	0.00
5940 · Staff Overtime	1,114.92	1,600.69	-485.77
Total 5900 · Wages	145,283.29	132,601.00	12,682.29
5960 · Worker's Comp Insurance	679.73	1,427.44	-747.71
Total 5800 · Labor	209,883.13	184,129.19	25,753.94
Total 5000 · Administrative	381,215.42	366,829.26	14,386.16
6000 · Operations			
6170 · Claims, Property Damage	18,014.24	11,666.69	6,347.55
6195 · Education & Training	408.96	583.31	-174.35
6200 · Engineering			
6210 · Meeting Attendance, Engineering	0.00	1,166.69	-1,166.69
6220 · General Engineering	9,969.70	35,000.00	-25,030.30
Total 6200 · Engineering	9,969.70	36,166.69	-26,196.99
6320 · Equipment & Tools, Expensed	0.00	583.31	-583.31
6330 · Facilities			
6335 · Alarm Services	3,101.64	3,325.00	-223.36
6337 · Landscaping	1,280.00	1,400.00	-120.00
Total 6330 · Facilities	4,381.64	4,725.00	-343.36

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
 July 2018 through January 2019

	Jul '18 - Jan 19	Sewer Budget	\$ Over Budget
6400 · Pumping			
6410 · Pumping Fuel & Electricity	19,888.08	23,916.69	-4,028.61
Total 6400 · Pumping	19,888.08	23,916.69	-4,028.61
6600 · Collection/Transmission			
6660 · Maintenance, Collection System	0.00	5,833.31	-5,833.31
Total 6600 · Collection/Transmission	0.00	5,833.31	-5,833.31
6800 · Vehicles			
6810 · Fuel	206.69	583.31	-376.62
6820 · Truck Equipment, Expensed	0.00	93.31	-93.31
6830 · Truck Repairs	239.06	583.31	-344.25
Total 6800 · Vehicles	445.75	1,259.93	-814.18
6900 · Sewer Authority Midcoastside			
6910 · SAM Collections	165,946.56	191,354.31	-25,407.75
6920 · SAM Operations	624,573.48	728,669.06	-104,095.58
6940 · SAM Maintenance, Collection Sys	0.00	23,333.31	-23,333.31
6950 · SAM Maintenance, Pumping	20,049.59	29,166.69	-9,117.10
Total 6900 · Sewer Authority Midcoastside	810,569.63	972,523.37	-161,953.74
Total 6000 · Operations	863,678.00	1,057,258.30	-193,580.30
Total Expense	1,244,893.42	1,424,087.56	-179,194.14
Net Ordinary Income	428,801.25	266,835.45	161,965.80
Other Income/Expense			
Other Income			
7000 · Capital Account Revenues			
7100 · Connection Fees			
7110 · Connection Fees (New Constr)	119,000.00	84,350.00	34,650.00
7120 · Connection Fees (Remodel)	9,013.00	29,166.69	-20,153.69
7130 · Conn. Fees, PFP (New Constr)	1,996.40		
Total 7100 · Connection Fees	130,009.40	113,516.69	16,492.71
7200 · Interest Income - LAIF	44,567.46	18,750.00	25,817.46
Total 7000 · Capital Account Revenues	174,576.86	132,266.69	42,310.17
Total Other Income	174,576.86	132,266.69	42,310.17
Other Expense			
8000 · Capital Improvement Program			
8075 · Sewer	1,216,945.61	2,261,875.00	-1,044,929.39
Total 8000 · Capital Improvement Program	1,216,945.61	2,261,875.00	-1,044,929.39

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Accrual Basis

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2018 through January 2019

	Jul '18 - Jan 19	Sewer Budget	\$ Over Budget
9000 - Capital Account Expenses			
9125 - PNC Equipment Lease Interest	10,002.66	10,002.69	-0.03
9200 - I-Bank Loan	12,782.62	11,961.96	820.66
Total 9000 - Capital Account Expenses	22,785.28	21,964.65	820.63
Total Other Expense	1,239,730.89	2,283,839.65	-1,044,108.76
Net Other Income	-1,065,154.03	-2,151,572.96	1,086,418.93
Net Income	-636,352.78	-1,884,737.51	1,248,384.73

Montara Water & Sanitary District
Restricted and Non Restricted Cash Assets
July 2018 through June 2019

Assets and Reserves Information

Year to Date Cash Information	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	Target Reserves	\$ Over/(Under) Targets	% Over/Under Targets	
Sewer - Operations																
Wells Fargo Operating - Sewer	2,527,401.70	2,272,516.58	2,196,490.71	1,364,083.77	1,531,356.14	2,510,774.87	2,079,956.56									
Sewer - Reserve Accounts																
LAIF -																
Capital Reserve	3,786,797.70	3,786,797.70	3,786,797.70	3,810,640.78	3,810,640.78	3,810,640.78	3,810,640.78						2,589,500.00	1,197,297.70	146%	
Connection Fees Reserve	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00	194,600.00						194,600.00	-	100%	
Operating Reserve	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00	406,882.00						406,882.00	-	100%	
Sub-total	<u>4,388,279.70</u>	<u>4,388,279.70</u>	<u>4,388,279.70</u>	<u>4,412,122.78</u>	<u>4,412,122.78</u>	<u>4,412,122.78</u>	<u>4,412,122.78</u>	-	-	-	-	-				
Water - Operations																
Wells Fargo Operating - Water	886,304.60	900,197.83	915,718.26	930,168.60	945,981.14	960,107.69	974,995.09									
Water - Reserve Accounts																
Wells Fargo Bank-																
Capital Reserve	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00	398,249.00						945,817.00	(547,568.00)	42%	
Connection Fees Reserve	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00	253,020.00						253,020.00	-	100%	
SRF Reserve	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00	48,222.00						48,222.00	-	100%	
Operating Reserve	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00	46,009.00						277,745.00	(231,736.00)	17%	
Sub-total	<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>	<u>745,500.00</u>	-	-	-	-	-				
Water - Restricted accounts																
First Republic Bank - Water																
Acquisition & Improvement Fund	376.13	346.13	316.13	286.13	346.13	316.13	-									
Cost of issuance	62.94	32.94	2.94	-	-	-	-									
GO Bonds Fund	<u>1,514,515.09</u>	<u>939,297.05</u>	<u>940,709.77</u>	<u>940,709.77</u>	<u>940,709.77</u>	<u>959,237.50</u>	<u>1,517,717.30</u>									
Sub-total	<u>1,514,954.16</u>	<u>939,676.12</u>	<u>941,028.84</u>	<u>940,995.90</u>	<u>941,055.90</u>	<u>959,553.63</u>	<u>1,517,717.30</u>	-	-	-	-	-				
Total Cash and equivalents	<u><u>10,062,440.16</u></u>	<u><u>9,246,170.23</u></u>	<u><u>9,187,017.51</u></u>	<u><u>8,392,871.05</u></u>	<u><u>8,576,015.96</u></u>	<u><u>9,588,058.97</u></u>	<u><u>9,730,291.73</u></u>	-	-	-	-	-				

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2018 through June 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL				
													Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget	
Ordinary Income/Expense																	
Income																	
4220 · Cell Tower Lease	3,046.20	3,046.20	3,046.20	3,046.20	3,046.20	3,046.20	3,046.20						21,323.40	23,666.68	-2,343.28	90.1%	
4400 · Fees																	
4410 · Administrative Fee (New Constr)		1,563.00			521.00		521.00						2,605.00	2,333.32	271.68	111.64%	
4420 · Administrative Fee (Remodel)														1,333.32	-1,333.32		
4430 · Inspection Fee (New Constr)		1,480.00			492.00		492.00						2,464.00	2,333.32	130.68	105.6%	
4440 · Inspection Fee (Remodel)														2,666.68	-2,666.68		
4460 · Remodel Fees	20,010.50	612.50	22,485.00	114.00	114.00	1,095.00	365.00						44,796.00	2,666.68	42,129.32	1,679.84%	
Total 4400 · Fees	20,010.50	3,655.50	22,485.00	114.00	1,127.00	1,095.00	1,378.00						49,865.00	11,333.32	38,531.68	439.99%	
4610 · Property Tax Receipts			635.07	227.05	24,855.28	111,582.72	143,262.88						280,563.00	183,333.32	97,229.68	153.03%	
4710 · Sewer Service Charges		909.70				1,305,969.41							1,306,879.11	1,701,483.32	-394,604.21	76.81%	
4720 · Sewer Service Refunds, Customer														-2,666.68	2,666.68		
4760 · Waste Collection Revenues	1,054.27	3,013.27	1,067.16	2,616.64	1,008.41	2,556.69	983.35						12,299.79	15,333.32	-3,033.53	80.22%	
4990 · Other Revenue		512.29	1,100.00	1,000.00	139.01	13.07							2,764.37				
Total Income	24,110.97	11,136.96	28,333.43	7,003.89	30,175.90	1,424,263.09	148,670.43						1,673,694.67	1,932,483.28	-258,788.61	86.61%	
Gross Profit	24,110.97	11,136.96	28,333.43	7,003.89	30,175.90	1,424,263.09	148,670.43						1,673,694.67	1,932,483.28	-258,788.61	86.61%	
Expense																	
5000 · Administrative																	
5190 · Bank Fees	2,741.45	348.18	388.21	368.24	383.39	343.48							4,572.95	4,333.32	239.63	105.53%	
5200 · Board of Directors																	
5210 · Board Meetings	20.92	125.00		148.73		135.64	1,715.36						2,145.65	1,666.68	478.97	128.74%	
5220 · Director Fees		187.50	262.50	375.00		187.50	187.50						1,200.00	2,666.68	-1,466.68	45.0%	
5230 · Election Expenses														3,333.32	-3,333.32		
Total 5200 · Board of Directors	20.92	312.50	262.50	523.73		323.14	1,902.86						3,345.65	7,666.68	-4,321.03	43.64%	
5250 · Conference Attendance	111.63												111.63	2,000.00	-1,888.37	5.58%	
5270 · Information Systems	1,079.50						60.00						1,139.50	2,666.68	-1,527.18	42.73%	
5300 · Insurance																	
5310 · Fidelity Bond		437.50											437.50	333.32	104.18	131.26%	
5320 · Property & Liability Insurance			2,215.00										2,215.00	1,333.32	881.68	166.13%	
Total 5300 · Insurance		437.50	2,215.00										2,652.50	1,666.64	985.86	159.15%	
5350 · LAFCO Assessment														1,333.32	-1,333.32		
5400 · Legal																	
5420 · Meeting Attendance, Legal				13.50									13.50	6,333.32	-6,319.82	0.21%	
5430 · General Legal				5,900.00		7,334.50	2,212.50						15,447.00	100,000.00	-84,553.00	15.45%	
5440 · Litigation	2,450.00		24,430.00	15,995.00		19,844.57	11,925.00						74,644.57				

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2018 through June 2019

													TOTAL			
	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
Total 5400 - Legal	2,450.00		24,430.00	21,908.50		27,179.07	14,137.50						90,105.07	106,333.32	-16,228.25	84.74%
5510 - Maintenance, Office		528.74	100.00	160.00		2,586.21	160.00						3,534.95	5,333.32	-1,798.37	66.28%
5540 - Office Supplies	234.38	354.80	170.75	652.04		1,003.32	505.58						2,920.87	5,333.32	-2,412.45	54.77%
5550 - Postage	77.67	100.50	94.81	741.00	406.44	300.93							1,721.35	1,666.68	54.67	103.28%
5560 - Printing & Publishing	86.83	45.44	549.38	53.77	834.52	545.10	42.24						2,157.28	3,333.32	-1,176.04	64.72%
5600 - Professional Services																
5610 - Accounting		2,050.00		8,400.00		2,250.00	3,700.00						16,400.00	20,000.00	-3,600.00	82.0%
5620 - Audit				5,000.00			3,000.00						8,000.00	8,666.68	-666.68	92.31%
5630 - Consulting	1,338.25	375.00		3,385.56		386.25	7,962.60						13,447.66	13,333.32	114.34	100.86%
5640 - Data Services		6,079.02											6,079.02	4,000.00	2,079.02	151.98%
5650 - Labor & HR Support	203.50	203.50	203.50	203.50		407.00	203.50						1,424.50	1,666.68	-242.18	85.47%
5660 - Payroll Services	71.08	73.30	73.30	73.30	72.19	72.19	139.22						574.58	666.68	-92.10	86.19%
Total 5600 - Professional Services	1,612.83	8,780.82	276.80	17,062.36	72.19	3,115.44	15,005.32						45,925.76	48,333.36	-2,407.60	95.02%
5710 - San Mateo Co. Tax Roll Charges				119.00									119.00	1,666.68	-1,547.68	7.14%
5720 - Telephone & Internet	1,440.07	1,496.77	154.48	3,974.09	233.36	2,082.20	2,093.78						11,474.75	16,000.00	-4,525.25	71.72%
5730 - Mileage Reimbursement				878.91		154.02							1,032.93	1,000.00	32.93	103.29%
5740 - Reference Materials														133.32	-133.32	
5790 - Other Administrative						448.24	69.86						518.10			
5800 - Labor																
5810 - CalPERS 457 Deferred Plan	1,293.41	1,337.49	1,235.40	1,348.41	1,315.65	1,013.60	4,892.71						12,436.67	10,608.00	1,828.67	117.24%
5820 - Employee Benefits	7,618.22	3,809.11	6,167.81	3,809.11	3,809.11	3,908.29	3,908.29						33,029.94	23,756.68	9,273.26	139.03%
5830 - Disability Insurance	113.36	113.36	113.36	113.36		113.36	113.36						680.16	1,022.68	-342.52	66.51%
5840 - Payroll Taxes	1,352.50	981.57	877.41	1,011.95	1,029.84	910.65	2,115.40						8,279.32	11,593.32	-3,314.00	71.42%
5850 - PARS	1,265.24	1,301.24	1,210.88	1,305.65	1,274.08	1,287.04	1,849.89						9,494.02	10,277.32	-783.30	92.38%
5900 - Wages																
5910 - Management	9,584.73	8,381.34	8,381.34	8,381.34	8,381.34	9,025.51	16,246.24						68,381.84	69,150.00	-768.16	98.89%
5920 - Staff	10,472.97	11,003.05	9,730.60	11,244.04	11,142.76	10,043.07	11,100.04						74,736.53	79,364.68	-4,628.15	94.17%
5930 - Staff Certification	150.00	150.00	150.00	150.00	150.00	150.00	150.00						1,050.00	1,200.00	-150.00	87.5%
5940 - Staff Overtime	43.56	89.28		245.52	580.32		156.24						1,114.92	1,829.32	-714.40	60.95%
Total 5900 - Wages	20,251.26	19,623.67	18,261.94	20,020.90	20,254.42	19,218.58	27,652.52						145,283.29	151,544.00	-6,260.71	95.87%
5960 - Worker's Comp Insurance							679.73						679.73	1,631.32	-951.59	41.67%
Total 5800 - Labor	31,893.99	27,166.44	27,866.80	27,609.38	27,683.10	26,451.52	41,211.90						209,883.13	210,433.32	-550.19	99.74%
Total 5000 - Administrative	41,749.27	39,571.69	56,508.73	74,051.02	29,613.00	64,532.67	75,189.04						381,215.42	419,233.28	-38,017.86	90.93%
6000 - Operations																
6170 - Claims, Property Damage	339.30				16,050.00	893.72	731.22						18,014.24	13,333.32	4,680.92	135.11%
6195 - Education & Training						408.96							408.96	666.68	-257.72	61.34%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2018 through June 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL			
													Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
6200 - Engineering																
6210 - Meeting Attendance, Engineering														1,333.32	-1,333.32	
6220 - General Engineering		2,184.00		6,784.70		1,001.00							9,969.70	40,000.00	-30,030.30	24.92%
Total 6200 - Engineering		2,184.00		6,784.70		1,001.00							9,969.70	41,333.32	-31,363.62	24.12%
6320 - Equipment & Tools, Expensed														666.68	-666.68	
6330 - Facilities																
6335 - Alarm Services	518.82	391.80	444.30	518.82		836.10	391.80						3,101.64	3,800.00	-698.36	81.62%
6337 - Landscaping		190.00	218.00	218.00	218.00	218.00	218.00						1,280.00	1,600.00	-320.00	80.0%
6330 - Facilities - Other																
Total 6330 - Facilities	518.82	581.80	662.30	736.82	218.00	1,054.10	609.80						4,381.64	5,400.00	-1,018.36	81.14%
6400 - Pumping																
6410 - Pumping Fuel & Electricity	3,313.73	3,759.06	5.26	6,043.52	332.02	3,126.59	3,307.90						19,888.08	27,333.32	-7,445.24	72.76%
Total 6400 - Pumping	3,313.73	3,759.06	5.26	6,043.52	332.02	3,126.59	3,307.90						19,888.08	27,333.32	-7,445.24	72.76%
6600 - Collection/Transmission																
6660 - Maintenance, Collection System														6,666.68	-6,666.68	
Total 6600 - Collection/Transmission														6,666.68	-6,666.68	
6800 - Vehicles																
6810 - Fuel	117.48		89.21										206.69	666.68	-459.99	31.0%
6820 - Truck Equipment, Expensed														106.68	-106.68	
6830 - Truck Repairs	31.45		207.61										239.06	666.68	-427.62	35.86%
Total 6800 - Vehicles	148.93		296.82										445.75	1,440.04	-994.29	30.95%
6900 - Sewer Authority Midcoastside																
6910 - SAM Collections				83,937.57		54,672.66	27,336.33						165,946.56	218,690.68	-52,744.12	75.88%
6920 - SAM Operations	104,095.58	104,095.58	104,095.58	104,095.58		104,095.58	104,095.58						624,573.48	832,764.68	-208,191.20	75.0%
6940 - SAM Maintenance, Collection Sys														26,666.68	-26,666.68	
6950 - SAM Maintenance, Pumping				12,025.16			8,024.43						20,049.59	33,333.32	-13,283.73	60.15%
Total 6900 - Sewer Authority Midcoastside	104,095.58	104,095.58	104,095.58	200,058.31		158,768.24	139,456.34						810,569.63	1,111,455.36	-300,885.73	72.93%
Total 6000 - Operations	108,416.36	110,620.44	105,059.96	213,623.35	16,600.02	165,252.61	144,105.26						863,678.00	1,208,295.40	-344,617.40	71.48%
Total Expense	150,165.63	150,192.13	161,568.69	287,674.37	46,213.02	229,785.28	219,294.30						1,244,893.42	1,627,528.68	-382,635.26	76.49%
Net Ordinary Income	-126,054.66	-139,055.17	-133,235.26	-280,670.48	-16,037.12	1,194,477.81	-70,623.87						428,801.25	304,954.60	123,846.65	140.61%
Other Income/Expense																
Other Income																

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Sewer
July 2018 through June 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL				
													Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget	
7000 - Capital Account Revenues																	
7100 - Connection Fees																	
7110 - Connection Fees (New Constr)	24,913.00	24,913.00		5,085.00			64,089.00						119,000.00	96,400.00	22,600.00	123.44%	
7120 - Connection Fees (Remodel)			6,979.00			1,017.00	1,017.00						9,013.00	33,333.32	-24,320.32	27.04%	
7130 - Conn. Fees, PFP (New Constr)	1,996.40												1,996.40				
Total 7100 - Connection Fees	26,909.40	24,913.00	6,979.00	5,085.00		1,017.00	65,106.00						130,009.40	129,733.32	276.08	100.21%	
7200 - Interest Income - LAIF	20,724.38			23,843.08									44,567.46	18,750.00	25,817.46	237.69%	
Total 7000 - Capital Account Revenues	47,633.78	24,913.00	6,979.00	28,928.08		1,017.00	65,106.00						174,576.86	148,483.32	26,093.54	117.57%	
Total Other Income	47,633.78	24,913.00	6,979.00	28,928.08		1,017.00	65,106.00						174,576.86	148,483.32	26,093.54	117.57%	
Other Expense																	
8000 - Capital Improvement Program																	
8075 - Sewer		164,486.00		464,869.52		587,590.09							1,216,945.61	2,585,000.00	-1,368,054.39	47.08%	
Total 8000 - Capital Improvement Program		164,486.00		464,869.52		587,590.09							1,216,945.61	2,585,000.00	-1,368,054.39	47.08%	
9000 - Capital Account Expenses																	
9125 - PNC Equipment Lease Interest	1,460.18	2,890.09		2,847.57		1,407.77	1,397.05						10,002.66	11,345.40	-1,342.74	88.17%	
9200 - I-Bank Loan	1,263.57						11,519.05						12,782.62	11,961.96	820.66	106.86%	
Total 9000 - Capital Account Expenses	2,723.75	2,890.09		2,847.57		1,407.77	12,916.10						22,785.28	23,307.36	-522.08	97.76%	
Total Other Expense	2,723.75	167,376.09		467,717.09		588,997.86	12,916.10						1,239,730.89	2,608,307.36	-1,368,576.47	47.53%	
Net Other Income	44,910.03	-142,463.09	6,979.00	-438,789.01		-587,980.86	52,189.90						-1,065,154.03	-2,459,824.04	1,394,670.01	43.3%	
Net Income	-81,144.63	-281,518.26	-126,256.26	-719,459.49	-16,037.12	606,496.95	-18,433.97						-636,352.78	-2,154,869.44	1,518,516.66	29.53%	

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2018 through June 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL				
													Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget	
Ordinary Income/Expense																	
Income																	
4220 - Cell Tower Lease	3,046.21	3,046.21	3,046.21	3,046.21	3,046.21	3,046.21	3,046.21						21,323.47	23,666.68	-2,343.21	90.1%	
4400 - Fees																	
4410 - Administrative Fee (New Constr)		521.00		521.00	521.00		521.00						2,084.00	3,666.68	-1,582.68	56.84%	
4420 - Administrative Fee (Remodel)														600.00	-600.00		
4430 - Inspection Fee (New Constr)		496.00		492.00	492.00		492.00						1,972.00	3,333.32	-1,361.32	59.16%	
4440 - Inspection Fee (Remodel)														433.32	-433.32		
4450 - Mainline Extension Fees							3,119.20						3,119.20				
4460 - Remodel Fees	354.00				1,180.72		365.00						1,899.72				
Total 4400 - Fees	354.00	1,017.00		1,013.00	2,193.72		4,497.20						9,074.92	8,033.32	1,041.60	112.97%	
4510 - Grants		280.00											280.00				
4610 - Property Tax Receipts			635.08	227.05	24,855.26	111,582.71	143,262.88						280,562.98	183,333.32	97,229.66	153.03%	
4740 - Testing, Backflow					3,372.00	4,104.00	3,876.00						11,352.00	10,666.68	685.32	106.43%	
4760 - Waste Collection Revenues																	
4810 - Water Sales, Domestic	139,171.95	220,638.79	181,536.41	154,670.09	164,406.51	149,854.70	179,925.23						1,190,203.68	1,276,997.32	-86,793.64	93.2%	
4850 - Water Sales Refunds, Customer		-818.04	-1,416.61				-1,027.88						-3,262.53	-2,000.00	-1,262.53	163.13%	
4990 - Other Revenue		512.30	1,100.00	1,570.00	139.01	13.07	570.00						3,904.38				
Total Income	142,572.16	224,676.26	184,901.09	160,526.35	198,012.71	268,600.69	334,149.64						1,513,438.90	1,500,697.32	12,741.58	100.85%	
Gross Profit	142,572.16	224,676.26	184,901.09	160,526.35	198,012.71	268,600.69	334,149.64						1,513,438.90	1,500,697.32	12,741.58	100.85%	
Expense																	
5000 - Administrative																	
5190 - Bank Fees	1,057.50	60.00	61.57	32.94	-60.00	30.00							1,182.01	2,333.32	-1,151.31	50.66%	
5200 - Board of Directors																	
5210 - Board Meetings	20.92	125.00		148.71		135.63	1,715.36						2,145.62	2,666.68	-521.06	80.46%	
5220 - Director Fees		187.50	262.50	375.00		187.50	187.50						1,200.00	2,200.00	-1,000.00	54.55%	
Total 5200 - Board of Directors	20.92	312.50	262.50	523.71		323.13	1,902.86						3,345.62	4,866.68	-1,521.06	68.75%	
5240 - CDPH Fees						2,286.00							2,286.00	10,333.32	-8,047.32	22.12%	
5250 - Conference Attendance	111.63												111.63	4,000.00	-3,888.37	2.79%	
5270 - Information Systems	1,079.50						60.00						1,139.50	2,000.00	-860.50	56.98%	
5300 - Insurance																	
5310 - Fidelity Bond		437.50											437.50	333.32	104.18	131.26%	
5320 - Property & Liability Insurance			2,215.00										2,215.00	1,800.00	415.00	123.06%	
Total 5300 - Insurance		437.50	2,215.00										2,652.50	2,133.32	519.18	124.34%	

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2018 through June 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL			
													Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
5350 · LAFCO Assessment													1,666.68	-1,666.68		
5400 · Legal																
5420 · Meeting Attendance, Legal				13.50									13.50	5,666.68	-5,653.18	0.24%
5430 · General Legal				3,850.00		7,312.50	2,412.50						13,575.00	40,000.00	-26,425.00	33.94%
5440 · Litigation				6,785.00									6,785.00			
Total 5400 · Legal				10,648.50		7,312.50	2,412.50						20,373.50	45,666.68	-25,293.18	44.61%
5510 · Maintenance, Office		880.60	220.85	201.51	56.63	2,713.76	160.00						4,233.35	5,333.32	-1,099.97	79.38%
5520 · Meetings, Local						689.46							689.46			
5530 · Memberships		269.00		6,740.00		15,227.00							22,236.00	13,666.68	8,569.32	162.7%
5540 · Office Supplies	234.37	979.73	170.75	1,590.24		1,003.31	505.57						4,483.97	4,666.68	-182.71	96.09%
5550 · Postage	698.47	1,650.66	94.80	1,943.05	406.43	804.87	517.35						6,115.63	4,666.68	1,448.95	131.05%
5560 · Printing & Publishing	86.82	45.43	549.37	53.78	834.52	545.10	42.25						2,157.27	1,333.32	823.95	161.8%
5600 · Professional Services																
5610 · Accounting		2,050.00		8,400.00		2,250.00	3,700.00						16,400.00	20,000.00	-3,600.00	82.0%
5620 · Audit				5,000.00			3,000.00						8,000.00	8,666.68	-666.68	92.31%
5630 · Consulting	1,923.25	375.00		3,385.56		386.25	7,962.59						14,032.65	23,333.32	-9,300.67	60.14%
5650 · Labor & HR Support	203.50	203.50	203.50	203.50		407.00	203.50						1,424.50	1,666.68	-242.18	85.47%
5660 · Payroll Services	71.08	73.30	73.30	73.30	72.19	72.19	139.23						574.59	666.68	-92.09	86.19%
Total 5600 · Professional Services	2,197.83	2,701.80	276.80	17,062.36	72.19	3,115.44	15,005.32						40,431.74	54,333.36	-13,901.62	74.41%
5710 · San Mateo Co. Tax Roll Charges				119.00									119.00			
5720 · Telephone & Internet	2,085.07	2,637.72	154.49	4,378.96	233.35	2,488.94	2,093.78						14,072.31	16,666.68	-2,594.37	84.43%
5730 · Mileage Reimbursement				974.85		154.01							1,128.86	1,333.32	-204.46	84.67%
5740 · Reference Materials														533.32	-533.32	
5790 · Other Administrative				176.00		448.23	251.28						875.51			
5800 · Labor																
5810 · CalPERS 457 Deferred Plan	2,994.72	2,955.32	2,708.19	2,981.44	3,052.06	2,564.63	6,567.58						23,823.94	28,686.00	-4,862.06	83.05%
5820 · Employee Benefits	12,335.62	6,167.81	3,809.11	6,167.81	6,167.81	6,323.57	6,323.57						47,295.30	53,372.00	-6,076.70	88.61%
5830 · Disability Insurance	280.51	280.51	280.51	280.51		280.51	280.51						1,683.06	2,858.68	-1,175.62	58.88%
5840 · Payroll Taxes	3,386.07	2,947.62	2,695.50	3,001.50	3,108.64	2,804.33	4,114.23						22,057.89	32,506.68	-10,448.79	67.86%
5850 · PARS	2,499.83	2,591.96	2,333.24	2,596.38	2,560.04	2,514.60	3,194.36						18,290.41	23,822.68	-5,532.27	76.78%
5900 · Wages																
5910 · Management	9,584.72	8,381.32	8,381.32	8,381.32	8,381.33	9,025.51	16,246.24						68,381.76	69,150.00	-768.24	98.89%
5920 · Staff	29,431.49	31,019.87	27,262.39	31,063.11	30,047.42	28,826.40	31,481.20						209,131.88	284,536.00	-75,404.12	73.5%
5930 · Staff Certification	600.00	650.00	650.00	650.00	950.00	800.00	800.00						5,100.00	7,600.00	-2,500.00	67.11%
5940 · Staff Overtime	5,183.35	3,200.36	3,770.54	3,853.31	5,927.44	3,367.40	3,485.39						28,787.79	46,222.68	-17,434.89	62.28%
5950 · Staff Standby	2,034.26	2,072.54	1,964.04	2,080.21	2,122.46	1,953.37	1,767.96						13,994.84	17,415.32	-3,420.48	80.36%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2018 through June 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL			
													Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
Total 5900 · Wages	46,833.82	45,324.09	42,028.29	46,027.95	47,428.65	43,972.68	53,780.79						325,396.27	424,924.00	-99,527.73	76.58%
5960 · Worker's Comp Insurance							3,193.27						3,193.27	15,544.68	-12,351.41	20.54%
Total 5800 · Labor	68,330.57	60,267.31	53,854.84	61,055.59	62,317.20	58,460.32	77,454.31						441,740.14	581,714.72	-139,974.58	75.94%
Total 5000 · Administrative	75,902.68	70,242.25	57,860.97	105,500.49	63,860.32	95,602.07	100,405.22						569,374.00	757,248.08	-187,874.08	75.19%
6000 · Operations																
6160 · Backflow Prevention							464.95						464.95	666.68	-201.73	69.74%
6170 · Claims, Property Damage		21.75											21.75	6,666.68	-6,644.93	0.33%
6180 · Communications																
6185 · SCADA Maintenance		6,300.00		2,503.19		3,257.46							12,060.65	6,666.68	5,393.97	180.91%
Total 6180 · Communications		6,300.00		2,503.19		3,257.46							12,060.65	6,666.68	5,393.97	180.91%
6195 · Education & Training	1,498.58	200.00	166.09	522.55		200.00							2,587.22	6,000.00	-3,412.78	43.12%
6200 · Engineering																
6210 · Meeting Attendance, Engineering														333.32	-333.32	
6220 · General Engineering		1,785.00	2,033.75	4,149.30		2,625.00	1,035.00						11,628.05	30,000.00	-18,371.95	38.76%
6230 · Water Quality Engineering		38,201.29	21,065.50	39,120.00		79,243.11	38,053.76						215,683.66	66,666.68	149,016.98	323.53%
Total 6200 · Engineering		39,986.29	23,099.25	43,269.30		81,868.11	39,088.76						227,311.71	97,000.00	130,311.71	234.34%
6320 · Equipment & Tools, Expensed	1,525.40	1,001.58	305.35	1,013.20	207.68	1,024.08	1,846.93						6,924.22	3,333.32	3,590.90	207.73%
6330 · Facilities																
6335 · Alarm Services	127.02		52.50	127.02		52.50							359.04	533.32	-174.28	67.32%
6337 · Landscaping		497.95	483.00	483.00	483.00	483.00	483.00						2,912.95	4,000.00	-1,087.05	72.82%
6330 · Facilities - Other																
Total 6330 · Facilities	127.02	497.95	535.50	610.02	483.00	535.50	483.00						3,271.99	4,533.32	-1,261.33	72.18%
6370 · Lab Supplies & Equipment		460.08		493.92		733.44							1,687.44	1,333.32	354.12	126.56%
6400 · Pumping																
6410 · Pumping Fuel & Electricity	6,089.22	6,538.30	1,571.22	10,330.63	1,937.73	5,707.95	4,472.38						36,647.43	60,000.00	-23,352.57	61.08%
6420 · Pumping Maintenance, Generators		393.39	428.62			5,547.49	939.31						7,308.81	6,666.68	642.13	109.63%
6430 · Pumping Maintenance, General		207.57											207.57	3,333.32	-3,125.75	6.23%
6440 · Pumping Equipment, Expensed														466.68	-466.68	
Total 6400 · Pumping	6,089.22	7,139.26	1,999.84	10,330.63	1,937.73	11,255.44	5,411.69						44,163.81	70,466.68	-26,302.87	62.67%
6500 · Supply																
6510 · Maintenance, Raw Water Mains				1,445.65	35.85	187.98	187.54						1,857.02	1,400.00	457.02	132.64%
6520 · Maintenance, Wells		2,189.25		192.25									2,381.50	6,666.68	-4,285.18	35.72%

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2018 through June 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL			
													Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
6530 · Water Purchases				6,781.42									6,781.42	26,666.68	-19,885.26	25.43%
Total 6500 · Supply		2,189.25		8,419.32	35.85	187.98	187.54						11,019.94	34,733.36	-23,713.42	31.73%
6600 · Collection/Transmission																
6610 · Hydrants		-570.00											-570.00	666.68	-1,236.68	-85.5%
6620 · Maintenance, Water Mains		6,313.73	6,374.76			25.99	6,526.61						19,241.09	33,333.32	-14,092.23	57.72%
6630 · Maintenance, Water Svc Lines						36.87							36.87	13,333.32	-13,296.45	0.28%
6640 · Maintenance, Tanks														666.68	-666.68	
6650 · Maint., Distribution General						27.45	398.37						425.82	4,666.68	-4,240.86	9.13%
6660 · Maintenance, Collection System						413.98							413.98			
6670 · Meters			2,214.89				2,603.46						4,818.35	1,666.68	3,151.67	289.1%
Total 6600 · Collection/Transmission		5,743.73	8,589.65			504.29	9,528.44						24,366.11	54,333.36	-29,967.25	44.85%
6700 · Treatment																
6710 · Chemicals & Filtering		193.52	292.50	570.92		486.02	304.50						1,847.46	20,000.00	-18,152.54	9.24%
6720 · Maintenance, Treatment Equip.	7.16	10.09	9,686.80	696.40		243.21	307.43						10,951.09	2,666.68	8,284.41	410.66%
6730 · Treatment Analysis	61.80	374.60	6,598.10	602.60		5,095.50	5,861.80						18,594.40	28,000.00	-9,405.60	66.41%
6700 · Treatment - Other						2,691.60							2,691.60			
Total 6700 · Treatment	68.96	578.21	16,577.40	1,869.92		8,516.33	6,473.73						34,084.55	50,666.68	-16,582.13	67.27%
6770 · Uniforms	1,024.15	814.00	905.15	829.35		1,618.62	716.67						5,907.94	8,000.00	-2,092.06	73.85%
6800 · Vehicles																
6810 · Fuel	665.72	594.74	-89.21	1,218.67		543.59	770.13						3,703.64	5,333.32	-1,629.68	69.44%
6820 · Truck Equipment, Expensed				108.64									108.64	666.68	-558.04	16.3%
6830 · Truck Repairs	178.20	595.30	581.16	42.88									1,397.54	3,333.32	-1,935.78	41.93%
Total 6800 · Vehicles	843.92	1,190.04	491.95	1,370.19		543.59	770.13						5,209.82	9,333.32	-4,123.50	55.82%
6890 · Other Operations				43.48									43.48			
6900 · Sewer Authority Midcoastside																
6950 · SAM Maintenance, Pumping						1,076.00							1,076.00			
Total 6900 · Sewer Authority Midcoastside						1,076.00							1,076.00			
Total 6000 · Operations	11,177.25	66,122.14	52,670.18	71,275.07	2,664.26	111,320.84	64,971.84						380,201.58	353,733.40	26,468.18	107.48%
Total Expense	87,079.93	136,364.39	110,531.15	176,775.56	66,524.58	206,922.91	165,377.06						949,575.58	1,110,981.48	-161,405.90	85.47%
Net Ordinary Income	55,492.23	88,311.87	74,369.94	-16,249.21	131,488.13	61,677.78	168,772.58						563,863.32	389,715.84	174,147.48	144.69%
Other Income/Expense																

Montara Water & Sanitary District
Revenue & Expenditures Budget vs. Actual - Water
July 2018 through June 2019

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	TOTAL			
													Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
Other Income																
7000 - Capital Account Revenues																
7100 - Connection Fees																
7110 - Connection Fees (New Constr)		17,457.00		19,203.00			55,863.00						92,523.00	115,346.68	-22,823.68	80.21%
7130 - Conn. Fees, PFP (New Constr)		8,706.00	11,910.73	8,706.00			66,539.31						95,862.04	53,333.32	42,528.72	179.74%
7140 - Conn. Fees, PFP (Remodel)		2,032.40											2,032.40			
Total 7100 - Connection Fees		28,195.40	11,910.73	27,909.00			122,402.31						190,417.44	168,680.00	21,737.44	112.89%
7600 - Bond Revenues, G.O.			1,412.72	1,349.22	17,178.51	556,471.28	4,256.18						580,667.91	766,957.32	-186,289.41	75.71%
Total 7000 - Capital Account Revenues		28,195.40	13,323.45	29,258.22	17,178.51	556,471.28	126,658.49						771,085.35	935,637.32	-164,551.97	82.41%
Total Other Income		28,195.40	13,323.45	29,258.22	17,178.51	556,471.28	126,658.49						771,085.35	935,637.32	-164,551.97	82.41%
Other Expense																
8000 - Capital Improvement Program																
8100 - Water		5,337.50	11,684.01	34,053.37	1,260.00	46,761.10	150,066.79						249,162.77	320,666.68	-71,503.91	77.7%
Total 8000 - Capital Improvement Program		5,337.50	11,684.01	34,053.37	1,260.00	46,761.10	150,066.79						249,162.77	320,666.68	-71,503.91	77.7%
9000 - Capital Account Expenses																
9075 - PFP Connection Expenses				6,135.00									6,135.00			
9100 - Interest Expense - GO Bonds		20,593.81											20,593.81	127,943.00	-107,349.19	16.1%
9125 - PNC Equipment Lease Interest	1,460.19	2,890.10		2,847.56		1,407.77	1,397.06						10,002.68	11,345.40	-1,342.72	88.17%
9150 - SRF Loan						39,938.40							39,938.40	78,455.00	-38,516.60	50.91%
9210 - Conservation Program/Rebates		300.00		400.00		600.00	100.00						1,400.00	1,333.32	66.68	105.0%
Total 9000 - Capital Account Expenses	1,460.19	23,783.91		9,382.56		41,946.17	1,497.06						78,069.89	219,076.72	-141,006.83	35.64%
Total Other Expense	1,460.19	29,121.41	11,684.01	43,435.93	1,260.00	88,707.27	151,563.85						327,232.66	539,743.40	-212,510.74	60.63%
Net Other Income	-1,460.19	-926.01	1,639.44	-14,177.71	15,918.51	467,764.01	-24,905.36						443,852.69	395,893.92	47,958.77	112.11%
Net Income	54,032.04	87,385.86	76,009.38	-30,426.92	147,406.64	529,441.79	143,867.22						1,007,716.01	785,609.76	222,106.25	128.27%

Montara Water & Sanitary District Funds Balance Sheet As of January 31, 2019

	Sewer	Water	TOTAL
ASSETS			
Current Assets			
Checking/Savings			
Sewer - Bank Accounts			
Wells Fargo Operating - Sewer	2,079,956.56	0.00	2,079,956.56
LAIF Investment Fund			
Capital Reserve	3,810,640.78	0.00	3,810,640.78
Connection Fees Reserve	194,600.00	0.00	194,600.00
Operating Reserve	406,882.00	0.00	406,882.00
Total LAIF Investment Fund	4,412,122.78	0.00	4,412,122.78
Total Sewer - Bank Accounts	6,492,079.34	0.00	6,492,079.34
Water - Bank Accounts			
Wells Fargo Operating - Water	0.00	974,995.09	974,995.09
Capital Reserve	0.00	398,249.00	398,249.00
Operating Reserve	0.00	46,009.00	46,009.00
SRF Reserve	0.00	48,222.00	48,222.00
Restricted Cash			
Connection Fees Reserve	0.00	253,020.00	253,020.00
GO Bonds Fund	0.00	1,517,717.30	1,517,717.30
Total Restricted Cash	0.00	1,770,737.30	1,770,737.30
Total Water - Bank Accounts	0.00	3,238,212.39	3,238,212.39
Total Checking/Savings	6,492,079.34	3,238,212.39	9,730,291.73
Accounts Receivable			
Sewer - Accounts Receivable			
Accounts Receivable	-1,693.55	0.00	-1,693.55
Sewer - Accounts Receivable - Ot...	2,559.74	0.00	2,559.74
Total Sewer - Accounts Receivable	866.19	0.00	866.19
Water - Accounts Receivable			
Accounts Receivable	0.00	-2,727.54	-2,727.54
Accounts Rec. - Backflow	0.00	14,758.11	14,758.11
Accounts Rec. - Water Residents	0.00	183,729.86	183,729.86
Unbilled Water Receivables	0.00	259,634.72	259,634.72
Total Water - Accounts Receivable	0.00	455,395.15	455,395.15
Total Accounts Receivable	866.19	455,395.15	456,261.34
Other Current Assets			
Due from Kathryn Slater-Carter	232.31	382.31	614.62
Maint/Parts Inventory	0.00	42,656.32	42,656.32
Prepaid Refuse Charges	16,968.67	0.00	16,968.67
Total Other Current Assets	17,200.98	43,038.63	60,239.61
Total Current Assets	6,510,146.51	3,736,646.17	10,246,792.68
Fixed Assets			
Sewer - Fixed Assets			
General Plant	3,690,152.50	0.00	3,690,152.50
Land	5,000.00	0.00	5,000.00
Other Capital Improv.			
Sewer-Original Cost	685,599.18	0.00	685,599.18
Other Cap. Improv.	2,564,810.39	0.00	2,564,810.39
Total Other Capital Improv.	3,250,409.57	0.00	3,250,409.57

Montara Water & Sanitary District
Funds Balance Sheet
As of January 31, 2019

Seal Cove Collection System	995,505.00	0.00	995,505.00
Sewage Collection Facility			
Collection Facility - Org. Cost	1,349,064.00	0.00	1,349,064.00
Collection Facility - Other	3,991,243.33	0.00	3,991,243.33
Total Sewage Collection Facility	<u>5,340,307.33</u>	<u>0.00</u>	<u>5,340,307.33</u>
Treatment Facility	244,539.84	0.00	244,539.84
Accumulated Depreciation	-8,463,505.00	0.00	-8,463,505.00
Total Sewer - Fixed Assets	<u>5,062,409.24</u>	<u>0.00</u>	<u>5,062,409.24</u>
Water - Fixed Assets			
General Plant	0.00	26,866,754.62	26,866,754.62
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	-10,818,472.00	-10,818,472.00
Total Water - Fixed Assets	<u>0.00</u>	<u>18,189,939.40</u>	<u>18,189,939.40</u>
Total Fixed Assets	<u>5,062,409.24</u>	<u>18,189,939.40</u>	<u>23,252,348.64</u>
Other Assets			
Sewer - Other Assets			
Def'd Amts Related to Pensions	101,367.00	0.00	101,367.00
Due from Water Fund	-450,349.95	0.00	-450,349.95
Joint Power Authority			
SAM - Orig Collection Facility	981,592.00	0.00	981,592.00
SAM - Expansion	1,705,955.08	0.00	1,705,955.08
Total Joint Power Authority	<u>2,687,547.08</u>	<u>0.00</u>	<u>2,687,547.08</u>
Total Sewer - Other Assets	<u>2,338,564.13</u>	<u>0.00</u>	<u>2,338,564.13</u>
Water - Other Assets			
Def'd Amts Related to Pensions	0.00	190,536.00	190,536.00
Bond Acquisition Cost OID	0.00	47,864.40	47,864.40
Bond Issue Cost	0.00	51,409.55	51,409.55
Total Water - Other Assets	<u>0.00</u>	<u>289,809.95</u>	<u>289,809.95</u>
Total Other Assets	<u>2,338,564.13</u>	<u>289,809.95</u>	<u>2,628,374.08</u>
TOTAL ASSETS	<u><u>13,911,119.88</u></u>	<u><u>22,216,395.52</u></u>	<u><u>36,127,515.40</u></u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable - Sewer	-147,241.40	0.00	-147,241.40
Accounts Payable - Water	0.00	281,171.49	281,171.49
Total Accounts Payable	<u>-147,241.40</u>	<u>281,171.49</u>	<u>133,930.09</u>
Other Current Liabilities			
Water - Net Pension Liability	0.00	-52,155.00	-52,155.00
Sewer - Net Pension Liability	-27,826.00	0.00	-27,826.00
Sewer - Current Liabilities			
Accrued Vacations	5,532.92	0.00	5,532.92
Deposits Payable	27,172.73	0.00	27,172.73
PNC Equip. Loan - S/T	22,001.33	0.00	22,001.33
Total Sewer - Current Liabilities	<u>54,706.98</u>	<u>0.00</u>	<u>54,706.98</u>

Montara Water & Sanitary District
Funds Balance Sheet
As of January 31, 2019

Water - Current Liabilities			
Accrued Vacations	0.00	14,310.99	14,310.99
Deposits Payable	0.00	38,368.43	38,368.43
GO Bonds - S/T	0.00	450,640.59	450,640.59
PFP Water Deposits	0.00	4,302.50	4,302.50
PNC Equip. Loan - S/T	0.00	22,001.30	22,001.30
SRF Loan Payable X102 - Current	0.00	42,456.30	42,456.30
SRF Loan Payable X109 - Current	0.00	84,479.41	84,479.41
Total Water - Current Liabilities	0.00	656,559.52	656,559.52
Payroll Liabilities			
Employee Benefits Payable	23,019.58	0.00	23,019.58
Total Payroll Liabilities	23,019.58	0.00	23,019.58
Total Other Current Liabilities	49,900.56	604,404.52	654,305.08
Total Current Liabilities	-97,340.84	885,576.01	788,235.17
Long Term Liabilities			
Sewer - Long Term Liabilities			
Accrued Vacations	8,801.76	0.00	8,801.76
I-Bank Loan	755,347.13	0.00	755,347.13
PNC Equip. Loan - L/T	541,886.32	0.00	541,886.32
Total Sewer - Long Term Liabilities	1,306,035.21	0.00	1,306,035.21
Water - Long Term Liabilities			
Accrued Vacations	0.00	10,041.80	10,041.80
Deferred on Refunding	0.00	-187,712.00	-187,712.00
Due to Sewer Fund	0.00	-450,349.95	-450,349.95
GO Bonds - L/T	0.00	9,705,129.52	9,705,129.52
PNC Equip. Loan - L/T	0.00	541,886.37	541,886.37
SRF Loan Payable - X102	0.00	42,900.63	42,900.63
SRF Loan Payable - X109	0.00	3,214,657.45	3,214,657.45
Total Water - Long Term Liabilities	0.00	12,876,553.82	12,876,553.82
Deferred Inflows (Pensions)			
Sewer	21,452.00	0.00	21,452.00
Water	0.00	40,208.00	40,208.00
Total Deferred Inflows (Pensions)	21,452.00	40,208.00	61,660.00
Total Long Term Liabilities	1,327,487.21	12,916,761.82	14,244,249.03
Total Liabilities	1,230,146.37	13,802,337.83	15,032,484.20
Equity			
Sewer - Equity Accounts			
Capital Assets Net	3,408,252.20	0.00	3,408,252.20
Fund Balance - Unrestricted	8,646,292.87	0.00	8,646,292.87
Retained Earnings	104,944.28	0.00	104,944.28
Total Sewer - Equity Accounts	12,159,489.35	0.00	12,159,489.35
Water - Equity Accounts			
Capital Assets Net	0.00	2,868,858.70	2,868,858.70
Restricted Debt Service	0.00	1,384,997.90	1,384,997.90
Unrestricted	0.00	-1,562,801.59	-1,562,801.59
Retained Earnings	0.00	-104,944.28	-104,944.28
Total Water - Equity Accounts	0.00	2,586,110.73	2,586,110.73
Equity Adjustment Account	1,157,836.94	4,820,230.95	5,978,067.89
Net Income	-636,352.78	1,007,716.01	371,363.23
Total Equity	12,680,973.51	8,414,057.69	21,095,031.20
TOTAL LIABILITIES & EQUITY	<u>13,911,119.88</u>	<u>22,216,395.52</u>	<u>36,127,515.40</u>



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 21, 2019**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: SAM Flow Report for January 2019

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

- Flow Report for January 2019.
- Collection System Monthly Overflow Report – January 2019.

The Average Daily Flow for Montara was 0.373 MGD in January 2019. There was no reportable overflow in January in the Montara System. SAM indicates there were 4.79 inches of rain in January 2019.

RECOMMENDATION:

Review and file.

Attachments

Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, January 2019

January 2019

Total	Number of S.S.O.'s			
	HMB	GCSD	MWSD	SAM
Roots	0	0	0	0
Grease	0	0	0	0
Mechanical	0	0	0	0
Wet Weather	0	0	0	0
Other	0	0	0	0
Total	0	0	0	0

12 Month Moving Total

Total	12 month rolling Number			
	HMB	GCSD	MWSD	SAM
Roots	0	0	0	0
Grease	0	0	0	0
Mechanical	0	0	0	0
Wet Weather	0	0	0	0
Other	0	0	0	0
Total	0	0	0	0
	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Reportable SSOs

Total	Reportable Number of S.S.O.'s			
	HMB	GCSD	MWSD	SAM
January 2019	0	0	0	0
12 Month Moving Total	0	0	0	0

SSOs / Year / 100 Miles

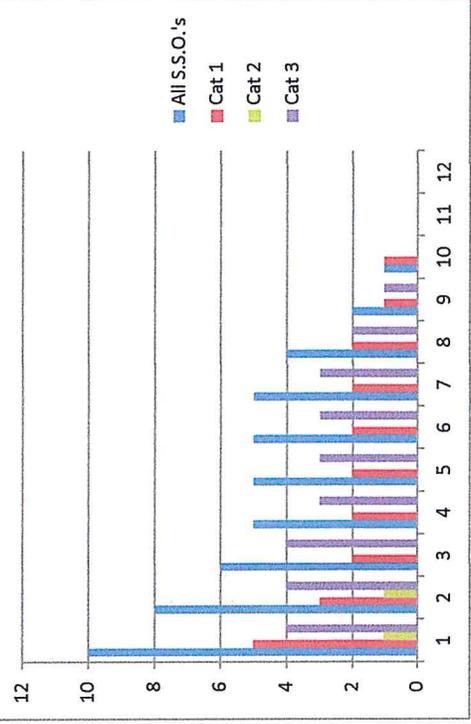
Total	Number of S.S.O.'s/Year/100 Miles			
	HMB	GCSD	MWSD	SAM
January 2019	0.0	0.0	0.0	0.0
12 Month Moving Total	0.0	0.0	0.0	0.0
Category 1	0.0	0.0	0.0	0.0
Category 2	0.0	0.0	0.0	0.0
Category 3	0.0	0.0	0.0	0.0
Miles of Sewers	104.5	37.0	33.2	27.0
		35.4%	31.8%	25.8%
				7.3
				7.0%

12 Month Rolling Total Sewer Cleaning Summary

Month	HMB	GCSD	MWSD	Total Feet	Total Miles
Feb - 18	10,011	6,913	11,998	28,922	5.5
Mar - 18	15,529	10,672	9,585	35,786	6.8
Apr - 18	13,294	11,588	11,614	36,496	6.9
May - 18	12,081	12,563	10,730	35,374	6.7
June - 18	17,720	17,272	9,086	44,078	8.3
July - 18	29,678	19,093	9,715	58,486	11.1
Aug - 18	22,610	22,232	16,155	60,997	11.6
Sep - 18	15,448	16,407	11,416	43,271	8.2
Oct - 18	21,189	10,969	14,786	46,944	8.9
Nov - 18	19,571	27,546	10,338	57,455	10.9
Dec - 18	27,756	17,357	9,422	54,535	10.3
Jan - 19	17,682	11,504	11,240	40,426	7.7
Annual ft	222,569	184,116	136,085	542,770	

Annual Mi.	42.2	34.9	25.8	102.8
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12 Month Moving SSO Totals Through January 2019



Attachment A

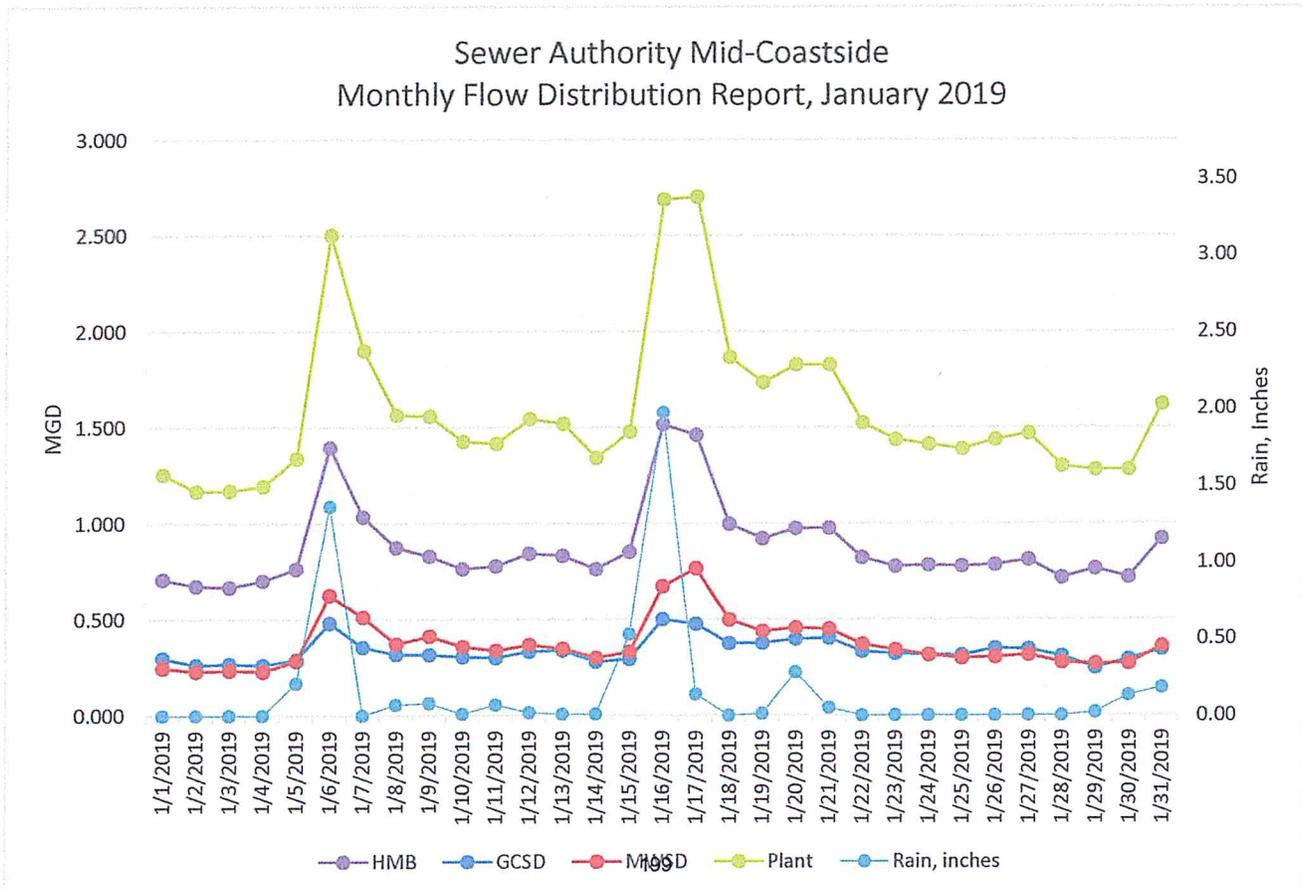
Flow Distribution Report Summary for January 2019

The daily flow report figures for the month of January 2019
have been converted to an Average

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

The summary of the ADF information is as follows:

	<u>MGD</u>	<u>%</u>
The City of Half Moon Bay	0.878	55.4%
Granada Community Services District	0.335	21.1%
Montara Water and Sanitary District	<u>0.373</u>	<u>23.5%</u>
Total	1.585	100.0%



Sewer Authority Mid-Coastside

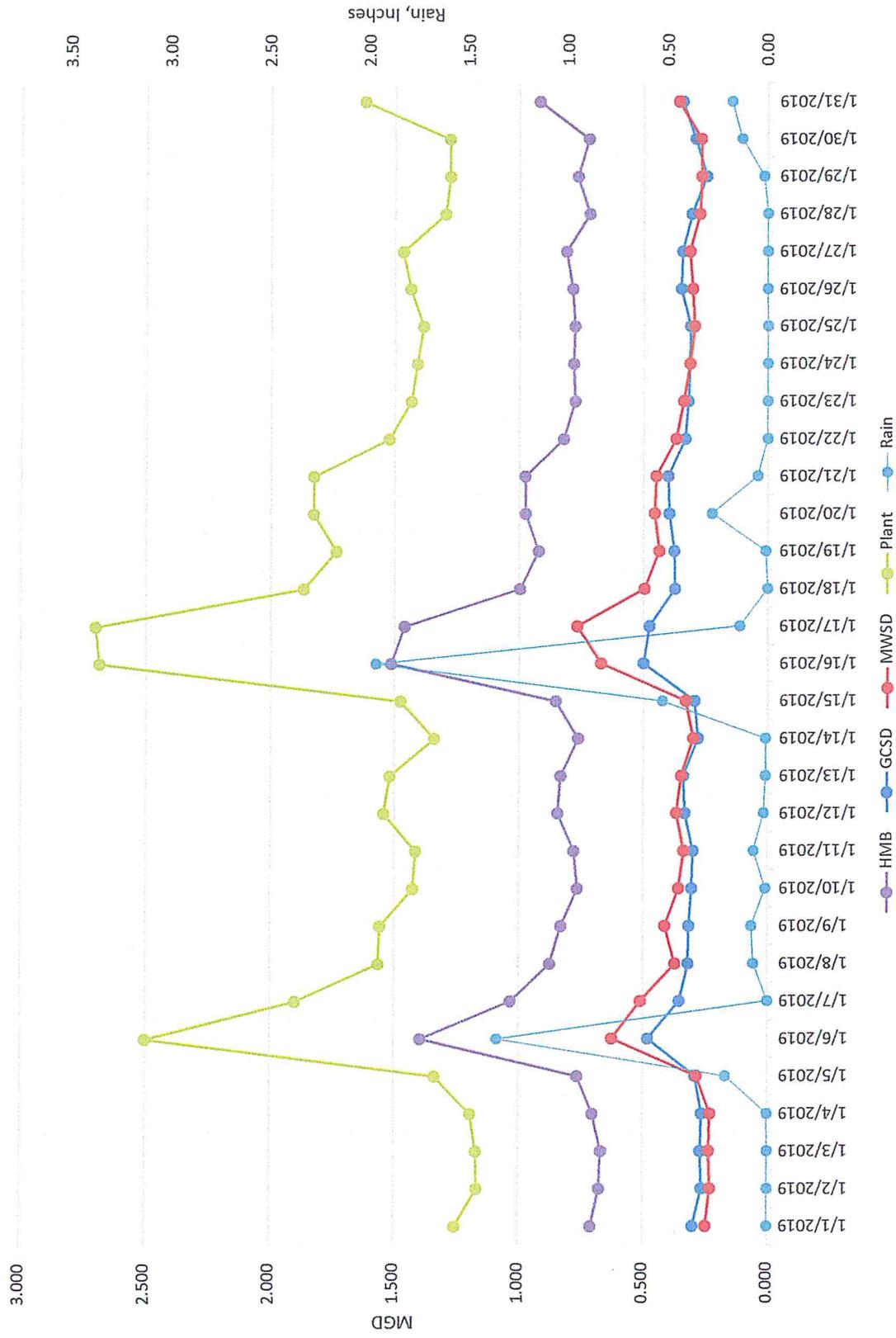
Monthly Flow Distribution Report for January 2019

<u>Date</u>	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>	<u>Rain Plant</u>	<u>Rain Portola</u>	<u>Rain Montara</u>
1/1/2019	0.709	0.298	0.247	1.254	0.00	0.00	0.00
1/2/2019	0.675	0.263	0.229	1.167	0.00	0.00	0.00
1/3/2019	0.668	0.268	0.234	1.170	0.00	0.00	0.00
1/4/2019	0.702	0.262	0.229	1.194	0.00	0.00	0.00
1/5/2019	0.764	0.290	0.284	1.338	0.21	0.54	0.36
1/6/2019	1.395	0.480	0.626	2.501	1.36	1.32	1.36
1/7/2019	1.034	0.355	0.511	1.900	0.00	0.00	0.00
1/8/2019	0.875	0.318	0.371	1.563	0.07	0.00	0.02
1/9/2019	0.830	0.316	0.412	1.557	0.08	0.28	0.29
1/10/2019	0.764	0.305	0.357	1.425	0.01	0.00	0.00
1/11/2019	0.778	0.300	0.337	1.415	0.07	0.12	0.11
1/12/2019	0.844	0.333	0.367	1.544	0.02	0.04	0.05
1/13/2019	0.833	0.339	0.347	1.519	0.01	0.00	0.00
1/14/2019	0.762	0.280	0.299	1.341	0.01	0.00	0.00
1/15/2019	0.853	0.294	0.330	1.477	0.53	0.25	0.37
1/16/2019	1.515	0.501	0.672	2.687	1.97	1.47	1.29
1/17/2019	1.460	0.476	0.766	2.702	0.14	0.01	0.02
1/18/2019	0.997	0.373	0.496	1.866	0.00	0.00	0.00
1/19/2019	0.921	0.376	0.437	1.734	0.01	0.00	0.00
1/20/2019	0.974	0.397	0.455	1.826	0.28	0.30	0.33
1/21/2019	0.976	0.402	0.449	1.827	0.05	0.02	0.03
1/22/2019	0.822	0.332	0.369	1.523	0.00	0.00	0.00
1/23/2019	0.776	0.320	0.339	1.435	0.00	0.00	0.00
1/24/2019	0.783	0.314	0.314	1.411	0.00	0.00	0.00
1/25/2019	0.777	0.312	0.297	1.387	0.00	0.00	0.00
1/26/2019	0.785	0.348	0.303	1.436	0.00	0.00	0.00
1/27/2019	0.811	0.344	0.314	1.468	0.00	0.00	0.00
1/28/2019	0.717	0.307	0.274	1.298	0.00	0.00	0.00
1/29/2019	0.765	0.247	0.267	1.279	0.02	0.05	0.05
1/30/2019	0.720	0.290	0.269	1.280	0.13	0.15	0.27
1/31/2019	0.920	0.343	0.358	1.621	0.18	0.28	0.24
Totals	27.204	10.383	11.559	49.145	5.15	4.83	4.79

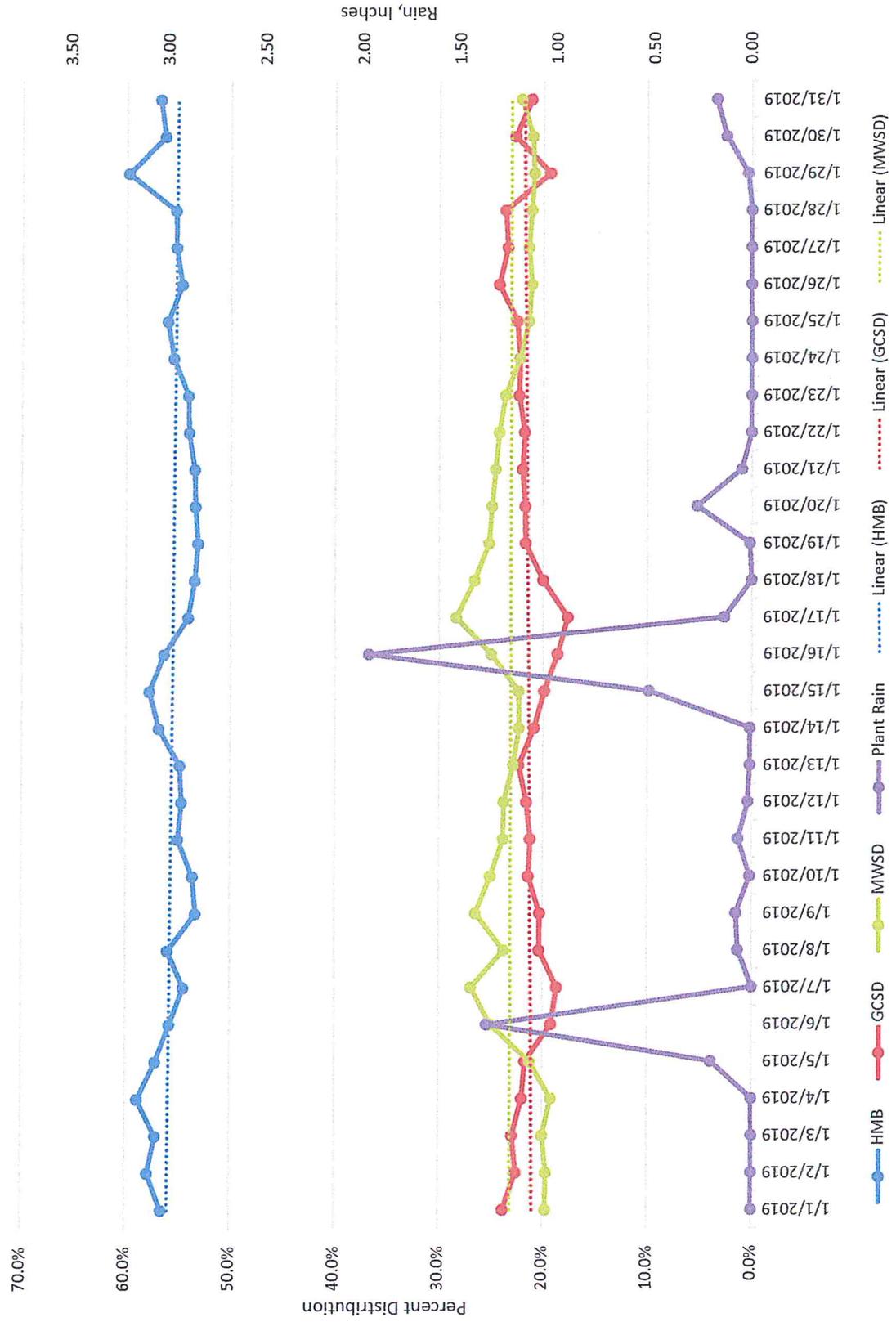
Summary

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.668	0.247	0.229	1.167
Average	0.878	0.335	0.373	1.585
Maximum	1.515	0.501	0.766	2.702
Distribution	55.4%	21.1%	23.5%	100.0%

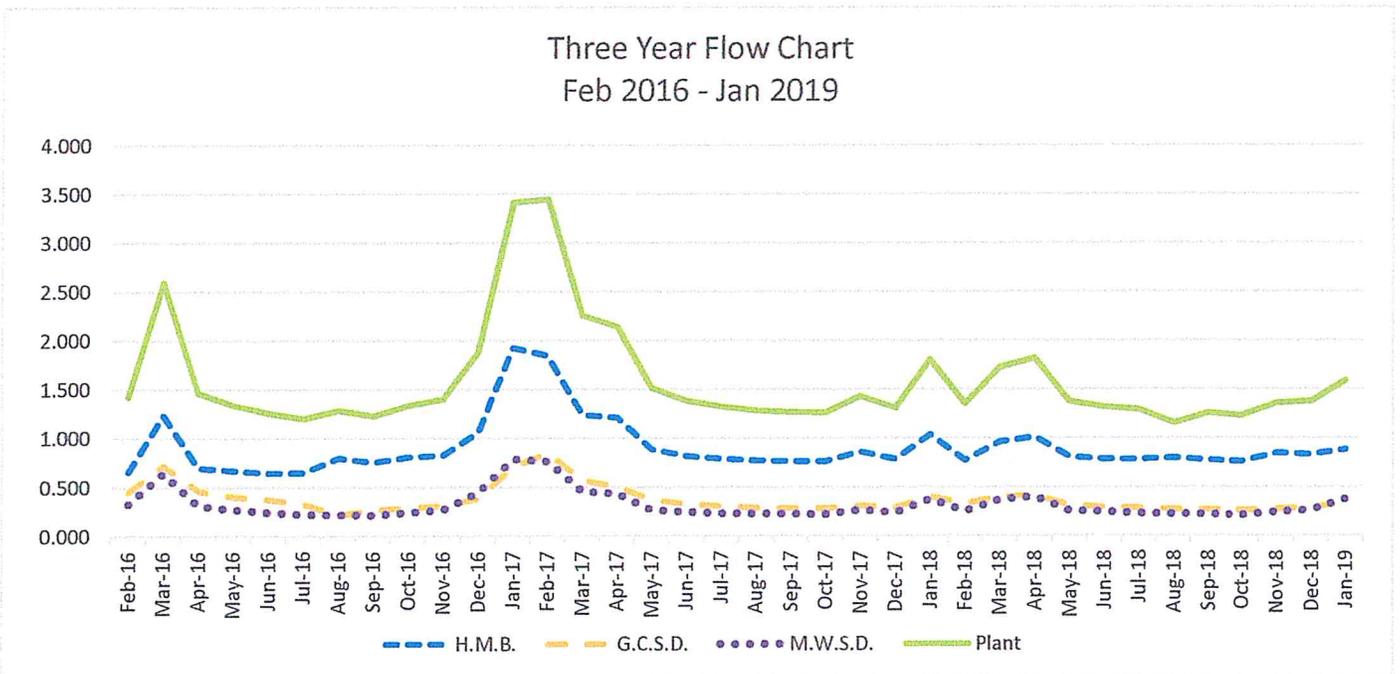
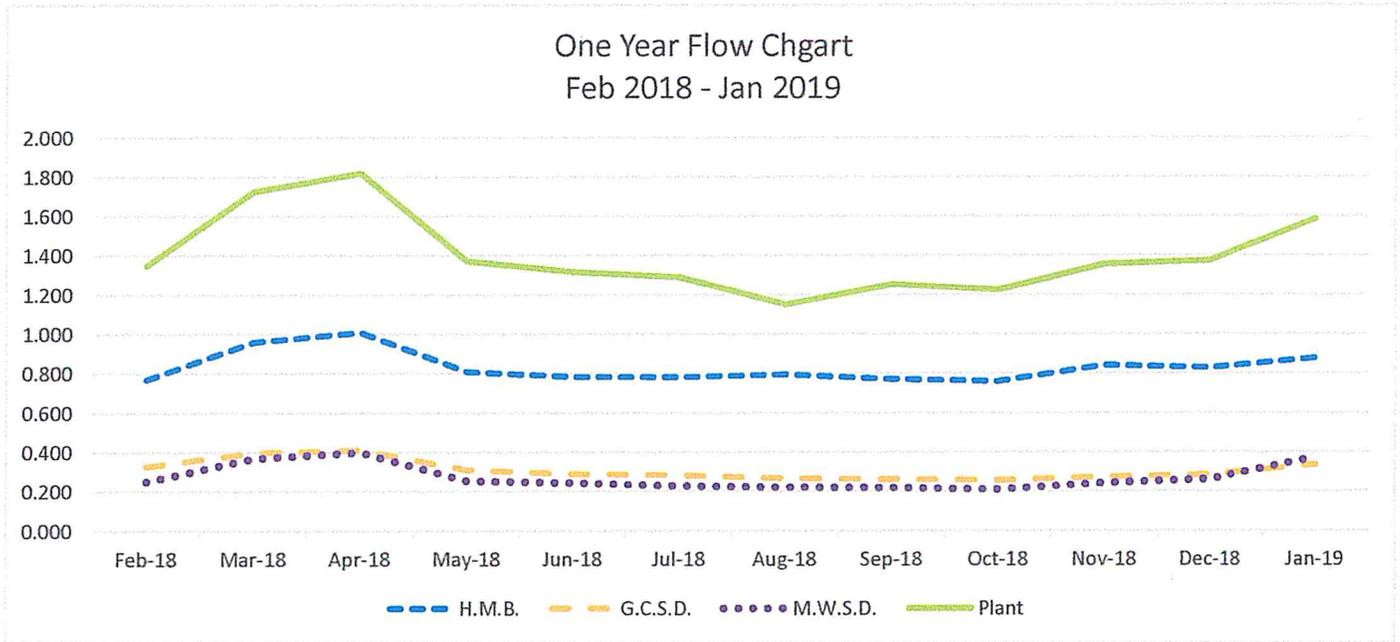
Sewer Authority Mid-Coastside Monthly Flow Distribution Report, January 2019



Percent Distribution January 2019

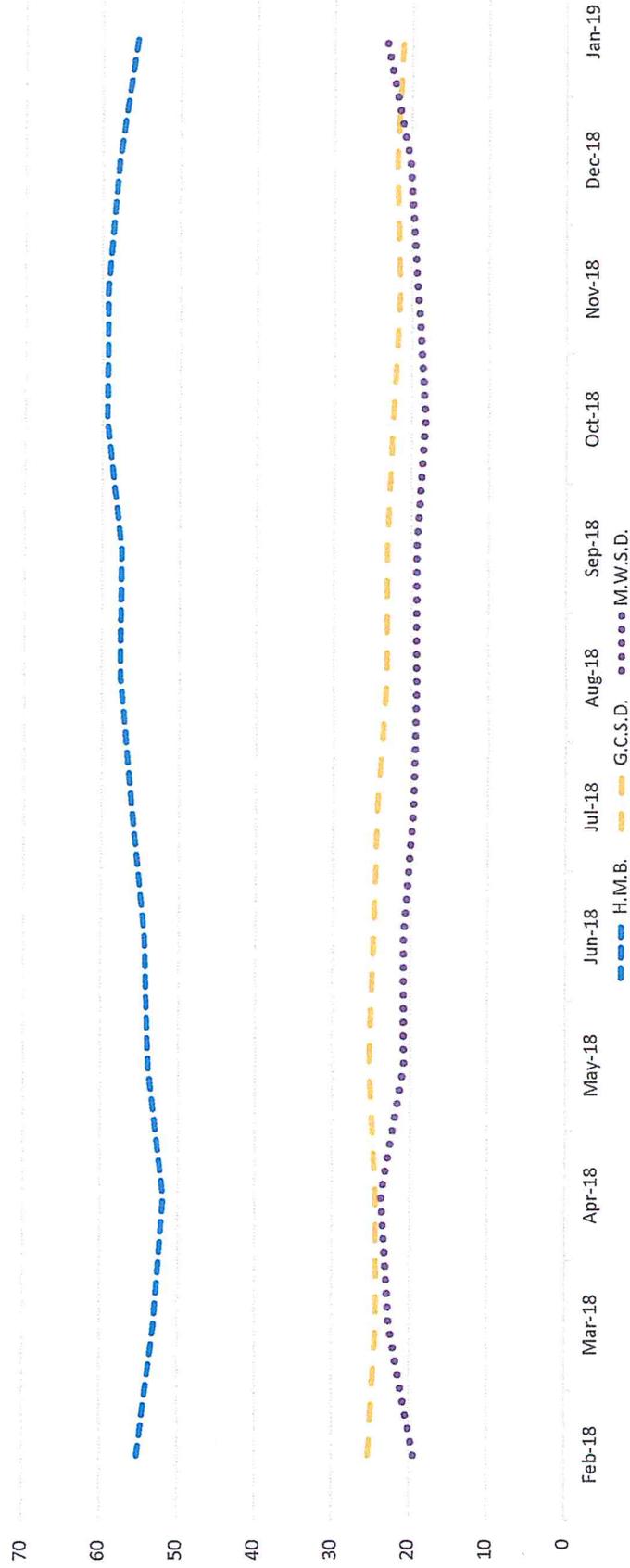


Most recent flow calibration April 2018 PS, April 2018 Plant



Flow based percent distribution based for past year

1 year Distribution by %
Feb 2018 - Jan 2018





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: February 21, 2019

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Review of Current Investment Portfolio

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

- The District has most of its idle sewer funds deposited in the State of California's Local Agency Investment Fund (LAIF). The Monthly Average interest rate for Januar 2019 the rate was 2.355.
- The District has one checking account with Wells Fargo Bank for Water and Sewer Funds that is largely backed by Federal securities.

RECOMMENDATION:

District staff attempts to cash manage idle funds in LAIF as long as possible before transferring to the Wells Fargo checking accounts for disbursements.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 21, 2019**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Connection Permit Applications Received

As of March 21, 2019 the following new Sewer Connection Permit application was received since the last report:

Date of Application	Property Owner	Site Address	Home Size

As of March 21, 2019 the following new Water (Private Fire Sprinkler) Connection Permit application was received since the last report:

Date of Application	Property Owner	Site Address	Home Size

As of March 21, 2019 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
10-19-18	Beverly Garrity	576 Eighth Street	SFD	Domestic

RECOMMENDATION:

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



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: March 21st, 2019

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Monthly Water Production Report

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

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

RECOMMENDATION:

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

Attachments: 2

TOTAL PRODUCTION 2019(GALLONS)

GALLONS

7,310,532

	January	February	March	April	May	June	July	August	September	October	November	December
Total Production (Gallons)	7,310,532											

MONTH



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting of: March 21st, 2019

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Rain Report

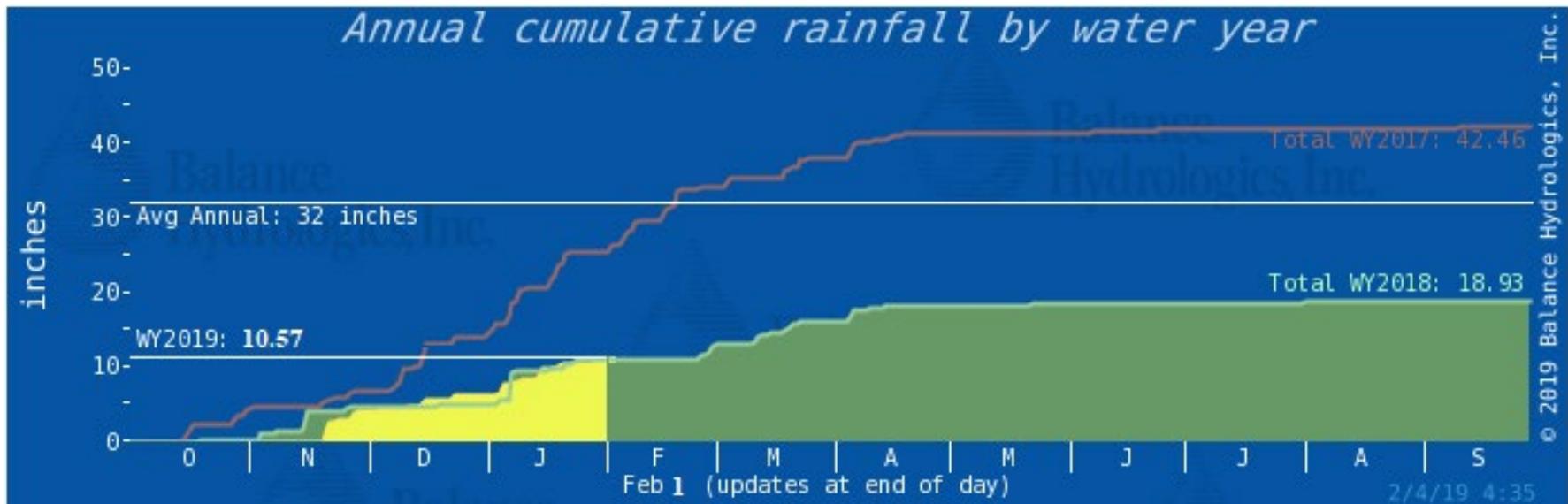
The attached chart shows the monthly rainfall at Alta Vista Treatment Plant for the current and prior water years along with seven-year average rain fall.

RECOMMENDATION:

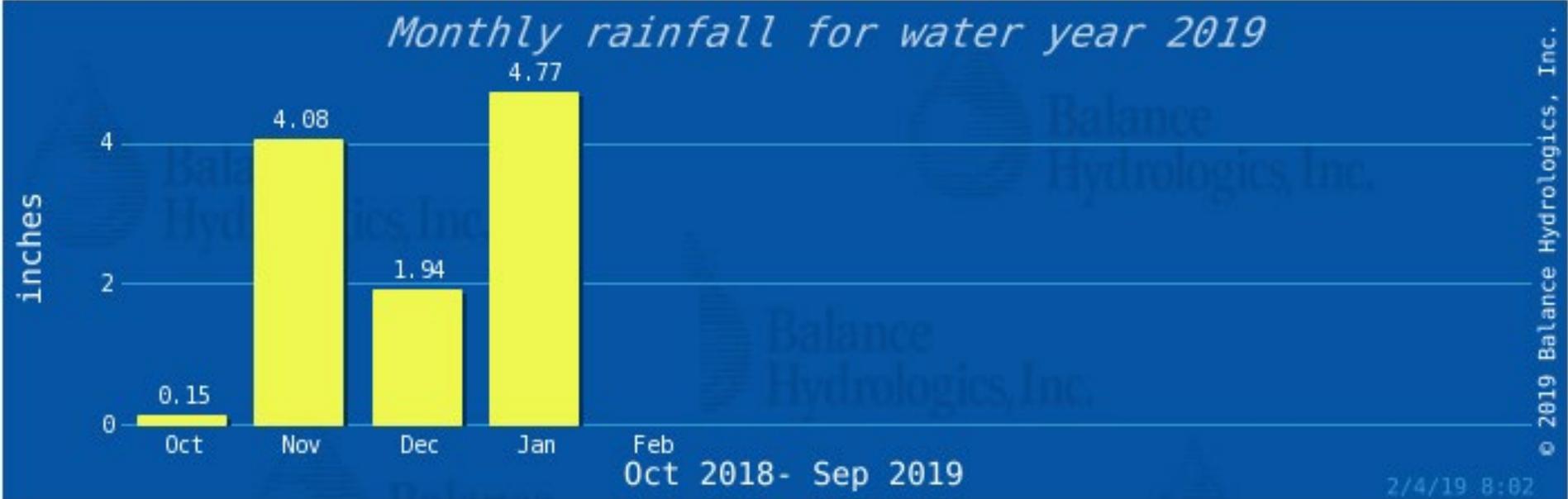
No action is required. These reports are provided for the Board's information only.

Attachments: 2

Annual Cumulative Rainfall



Monthly Cumulative Rainfall





MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: March 21st, 2019

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Monthly Solar Energy Report

The attached chart summarizes the monthly solar production at the Alta Vista Array. Since the installation of the solar panels the District produced 42326 kWh and saved 71953 lbs of CO₂.

RECOMMENDATION:

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

Attachments: 1



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 21, 2019**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Monthly Public Agency Retirement Service
Report for December 2018.**

The District has received the monthly PARS report for December 2018.

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 San
Retirement Enhancement Plan**

**Monthly Account Report for the Period
12/1/2018 to 12/31/2018**

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

Plan ID: P7-REP15A

Account Summary

Source	Beginning Balance as of 12/1/2018	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 12/31/2018
Contributions	\$661,436.21	\$6,830.98	(\$39,527.71)	\$311.86	\$1,063.36	\$0.00	\$627,364.26
TOTAL	\$661,436.21	\$6,830.98	(\$39,527.71)	\$311.86	\$1,063.36	\$0.00	\$627,364.26

Investment Selection

PARS Capital Appreciation INDEX PLUS

Investment Objective

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

Investment Return

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
General	-5.95%	-10.05%	-5.96%	-	-	-	03/08/16

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

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

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

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

**December 2018 PARS Statement
Detail Information**

PARS Beginning Balance as of December 1, 2018 \$ 661,436.21

Contributions:

November 15, 2018 Calculation

Wages	\$	27,703.31	
Employer - 6.92%	\$	1,917.07	
Employee - 7.75%	\$	1,498.42	
Contributions Subtotal			\$ 3,415.49

November 30, 2018 Calculation

Wages	\$	27,703.31	
Employer - 6.92%	\$	1,917.07	
Employee - 7.75%	\$	1,498.42	
Contributions Subtotal			\$ 3,415.49

Rounding

Total Contributions thru November			\$ 6,830.98
Rounding			\$ 6,830.98

Earnings (\$39,527.71)

Expenses \$ (311.86)

Distributions \$ (1,063.36)

PARS Ending Balance as of December 31 \$ 627,364.26

Fund Impact - PARS Wages			
Sewer	Water	Total	
\$ 9,205.70	\$ 18,497.62	\$ 27,703.31	
\$ 637.03	\$ 1,280.03	\$ 1,917.07	



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 21, 2018**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Review and Possible Action Concerning
Consideration of In-House Sewer Collection
Services.**

This item was last heard at the December 6, 2018 meeting.

Director Marshall raised concerns about a potential conflict of interest for the District Sewer Engineer and MWSD General Manager. Legal counsel advised staff to halt any work on the item until the potential conflict has been addressed.

RECOMMENDATION:

This is for information only.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting of: March 21, 2019

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Review and Possible Action Concerning
Generator Purchase for Alta Vista Site**

During the last power outage on 2/14/19 the District's largest and most important Emergency Backup Generator failed. This generator powers the Alta Vista Well and the Alta Vista Treatment Plant. It also serves as the critical communication hub for Alta Vista Tanks 1 and 2 during line power failures.

The failed generator was purchased by Citizens Utility in 2003, as used rental equipment that was manufactured in 1999. Since the failure, a rental unit has been put in place. The rental unit cost is \$3,000 a month.

The failure involved the voltage regulator, the 300 AMP breaker and the windings resulting in two of the three legs going out completely. This, combined with the almost fully deteriorated housing and the age of the unit, makes repair not feasible.

Attached are three quotes for a replacement unit. Staff recommends acceptance of the Herc bid, with particular regard to that company's price and shortest delivery time, which is critical for the District's ability to respond to emergency power demands.

RECOMMENDATION:

Move to waive formal advertisement for bids for purchase of an emergency power generator from HercRentals based on the finding that its quote provides the shortest delivery time which is a critical a factor in responding to emergency power demands and to authorize the General Manager to execute a purchase order in form approved by District Counsel for the purchase.

Attachments

SALES QUOTE

Herc Rentals Inc.



Office: 415-865-4444

Branch #: 9749

Fax: na

Cell: 415.961.3736

Email: casey.reamy@hercrentals.com

Sales Rep: CASEY REAMY

Date: 3/1/2019

Customer Information

Job Site Information

Name: **MONTARA WATER DEPARTMENT**

Name:

Contact: Julian Martinez

Contact:

Address: 8888 Cabrillo Hwy

Address:

City, State: Montara

City, State:

Zip: 94037

Zip:

Phone: 650.728.1054

Phone:

Fax: na

Fax:

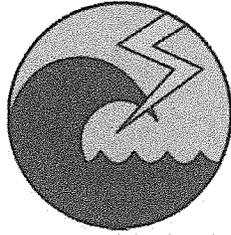
Qty	Description	Part Number	Unit Price	Unit of Measure	Extended Price
1	MULTIQUIP DIESEL 125KVA GENERATOR	DCA125SSIU4F	56,125.00	Ea	56,125.00
1	DCA 125 TRAILER SURGE BRAKES	TRLR125USH	4,935.00		4,935.00
1	2 5/16 BALL HITCH	EE36264	125.00	Ea	125.00
1	POWER BALANCE	MQPPB125I4F	4,224.00		4,224.00
1	CAMLOCK SET	CAMLOK1CKITAL45	800.00		800.00
5	25' 4/0 CABLE WITH CAMLOCKS		183.00		915.00
6-8 WEEKS DELIVERY					
Sub Total					67,124.00
Transportation Charges					165.00
Estimated Taxes 8.50%					5,719.57
TIRE TAX					3.50
Estimated Total					\$73,012.07

Sales Quote is valid through: 30 DAYS

Comments :

This price quote is for information purposes only and does not constitute an offer to rent or sell goods or equipment. All rentals or sales shall be subject to the terms and conditions of Herc Rentals Contract or Sales Invoice.

THANK YOU FOR CHOOSING HERC RENTALS



Pac Machine Company

SACRAMENTO, BENICIA, CA
SPARKS, NV

SK

From: Stephen Kesich
Pac Machine Company
5326 Gateway Plaza Dr
Benicia, CA 94510
Phone: (707) 746-4940
Fax: (707) 746-1845

To: Julian
Of: Montara Water
Email/Fax: julian@coastside.net
Phone:
Re :Doosan G150
Date: Marth 4th, 2019

Below is your requested quotation for a trailer mounted Doosan G150 Diesel Generator Set with a T4F CARB approved engine, capable of handling at minimum a 110 kW inductive load at 240V, 3 Phase

Qty	Description	Price Each	Amount
1	Doosan G150WCU-3A-T4F Trailer Mounted, Sound Attenuated Diesel Generator Set, including Cummins QSB5-G12, Tier IV Final CARB Diesel Engine. (154kVA/ 123kW Prime) Including: Certified Factory Test with Manuals 1 Year Package Warranty, 2 Year Engine Warranty Engine Coolant Heater Gauges Engine, Coolant Temp and Oil Pressure, etc Fuel Tank: 171.6 Gallons, DEF Tank: 24 Gallons Fully loaded runtime is 19.7 Hours.	\$84,375.00	\$84,375.00
1	Freight FOB: Statesville, North Carolina Estimated Delivery: 10May - 24May (- (Doosan Orders are First Come First Serve) Taxes not included. Specifications attached.	\$3,000.00	\$3,000.00
		Total:	\$87,375.00

Please Call with any questions.

Regards,
Stephen Kesich



Quote No: 30574983-00

02/27/19

110kW Portable Diesel Genset for Montara Water Sanitary District

Item #	Qty.	Description	Unit Price	Ext Price
1	1	<p><u>Generator Set</u>, Caterpillar Model XQ125, EPA Tier 4 Final, <u>diesel driven</u>, 60Hz, 1800RPM, Standby rated 110kW, 3-Phase (480/277 Volt & 120/208 Volt) and 65kW, Single-Phase, (120/240 Volt) Switchable, permanent magnet excitation, 4-wire, with all std accessories and the following optional material: EPA and BAAQMD Compliant for Stationary Emergency Use Caterpillar Clean Emissions Module (CEM) Diesel Oxidation Catalyst (DOC) Selective Catalytic Reduction (SCR) Diesel Exhaust Fluid (DEF)</p> <p><u>CAT Outdoor Enclosure</u> - Sound Attenuated, Weather Protected Level-2 Sound rated for 66dBA at 23ft</p> <p><u>CAT Fuel Tank Base</u> - UL142 type 150 gallons, 18 hours approx run time</p> <p><u>CAT Diesel Exhaust Fluid (DEF) Tank</u> 8 gallons with on tank fill and integrated pump, level sensor and heating elements</p>	\$73,734	\$73,734
2	1	<p>Dual Axle Trailer with hydraulic brakes Trailer Hitch, Pintle 177"L x 78"W x 86"H Weight = 6,220# w/o fuel; 7,331# with full 150 gallons fuel</p>	Included	0
3	1	<p><u>Startup and Testing</u> – At Peterson Power, San Leandro, CA Facility Check fluids Check connections</p> <p><u>Load Test</u> – At Peterson Power, San Leandro, CA Facility Standard start-up services with 2hr load test at 1.0PF, in stand alone mode</p> <p><u>Training</u> 2 hours total with owner's representatives</p>	Included	0
"BASE BID" - SUB TOTAL F.O.B. job site less sales tax			\$73,734.00	

Notes (N), Deviations (D), Exceptions (E):

- (N) Quoted to 2/15/19 verbal specifications Only.
- (N) Fuel is not included.

Availability: Factory order delivery is **18-20 weeks** after submittal approval.

Submittal Availability: 2-4 weeks

F.O.B. Peterson Power Systems, San Leandro, CA, curbside.

Not Included: Sales Tax, installation, and final fuel fill.

Credit: Subject to approval

Start and test includes a check of wiring continuity, safety shutoffs and phase rotation on all equipment we provide.

No permit costs are included in this quotation. We will provide information as may be necessary for the acquisition of permits, but we assume no responsibility for obtaining any permits, or licenses that may be required.

The above quotation will be honored for 30 days.

Terms and conditions as noted in attachment A.

Since 1936



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting of: March 21, 2019

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: Review and Possible Action Concerning Nitrate Reduction System Purchase.

North Airport Well 2 and Airport Well 3 require Nitrate reduction systems. Each treatment plant consists of three treatment vessels. Two vessels remain active on site, one vessel is stored offsite ready to be rotate in use when needed. The existing North Airport Well system has been in use for over twelve years with rented vessels. The system vessels are still functional and show little signs of deterioration. However, the attached purchase quote is for the procurement of three new vessels for the site. The District is now completing a second treatment plant at the Airport Well 3 and in need for a total of six vessels. Whether to rent the systems or purchase them remains to be decided.

The vendor produced one quote considering equipment rental and another quote considering MWSD's purchase of the vessels. Assuming no cost increases and a life expectancy of the equipment of 20 years, annual equipment cost for renting the vessels would be around \$38,000 per year.

In case the District would purchase the vessels and associated equipment for a total of \$156,600, the annual cost spread over 20 years would be \$7,830 per annum. In other words, renting the equipment 5 years would cost more than owning the equipment outright, saving \$540,000 over 20 years.

Placing the order for the purchase with the current provider is recommended because the identical systems can then be operated and serviced more efficiently and economically than if a different vendor were selected for the Airport Well 3 system.

RECOMMENDATION:

Move to waive formal advertisement for bids for purchase of nitrate reduction systems for North Airport Well and Airport Well 3 based on the finding that purchase from the current vendor results in efficiencies and economies not attainable under formal competitive bidding and authorize the General Manager to execute a purchase order with Evoqua Water Technologies, LLC, in form approved by District Counsel for purchase of those systems.

Attachments.



Nitrate Reduction
System (Rental)

MONTARA, CA

Proposal: 1801-212. R3
3/14/2019

Confidentiality Statement

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Terms and Conditions

In the event Evoqua Water Technologies LLC is the selected vendor for the products and services contemplated in the subject bid, Evoqua Water Technologies LLC desires to negotiate a mutually agreeable set of terms and conditions to govern such transaction (including issues such as warranty, indemnity, appropriate limitations of liability and other substantive terms and conditions). Evoqua Water Technologies LLC will not be obligated to supply products or services pursuant to such bid unless and until the parties have entered into an agreement with terms and conditions mutually agreed in writing by the parties.



3/14/2019

Montara Water & Sanitary District
8888 Cabrillo Hwy
Montara, CA 94037

Attn: Julian Martinez

Re: Nitrate Reduction System – AW3 and Existing

Dear Julian,

Evoqua Water Technologies (Evoqua) is pleased to submit this revised proposal in reference to the subject project.

Thank you for this opportunity to provide this proposal. Please contact me at (916) 730-2384 if you have questions or if we may be of further assistance. We look forward to working with you on this project.

Sincerely,

Tom Morrical
Sr. Account Manager
Evoqua Water Technologies LLC
Mobile: 916-730-2384
Email: thomas.morrical@evoqua.com

DESIGN CRITERIA

The system treatment flow will be 100 gpm and provide nitrate reduction based upon the following inlet conditions. It is assumed that this water is for potable use. While equipment provided will be typical for use in drinking water applications, the system itself is not NSF certified for use in potable applications. Client will need to evaluate suitability of equipment for use in this application.

Source: Well Water

Flow Information	
Maximum Operating Pressure	100 psig
Minimum Flow Rate	25 gpm
Operational Flow Rate	75 gpm
Peak Flow Rate	100 gpm
Operational Schedule	4 hours per day
Daily Volume (ave)	18,000 gal

Please note: Evoqua has not reviewed any analytical data for influent water. No process or performance guarantee is offered in this proposal.

Two systems are proposed, one for the existing well site, and the other for the new well site. For the existing well site, Evoqua is proposing a new rental offer and exchange pricing for the existing three (3) IX vessel.

For the new well site, Evoqua is offering a similar nitrate IX treatment system consisting of three (3) IX48 vessels, each containing 60 cf of Dowex1 resin. Two (2) IX48 vessels are operated in lead/lag and the third is part of the float for exchange. A portion of the water is to be treated and blended with a remaining untreated flow to obtain the targeted blended effluent. The lead/lag operation allows the lead bed to be spent while treatment is maintained with the lag bed. Blending piping/valving is the responsibility of the client.

Site operations will require the exchange of lead vessels with regenerated vessels when they are spent. The exhausted vessel will be regenerated off-site at our Milpitas CA facility once spent.

RENTAL SYSTEM MAJOR COMPONENTS: EXISTING SITE

Monthly Rental:

- Rental for three (3) IX48 vessels

Exchange Pricing (one vessel, per event):

- Regeneration of one (1) IX48 vessel with 60ft³ Dowex 1 resin at Evoqua's facility in Milpitas, CA. Freight to and from site is included.
- Bac-T and Nitrate test on regenerated vessel included
- Customer is responsible for forklift rental for tank exchange. Evoqua can provide this as an option for \$1,200/day

RENTAL SYSTEM MAJOR COMPONENTS: NEW SITE (Well 3)

Mobilization

- Three (3) IX48 Vessels. Lead vessels will contain 60ft³ Dowex 1, and the lag vessel will contain 60 ft³ Dowex 1. A total of 180 ft³ of resin is supplied.
- Four (4) Hoses (up to 16') with one (1) camlock fitting and one (1) flange fitting, suitable for potable use. Customer is responsible for determining hose length for Evoqua to fabricate.
- Vessels will be disinfected at Evoqua's facility, loaded with resin and delivered to the site.
- Freight to jobsite, offloading of vessels at job site.
- Piping, fittings and valves to and from Evoqua supplied vessels and hoses, is by customer.

Monthly Rental:

- Rental for three (3) IX48 vessels
- Rental for the four (4) hoses supplied under mobilization

Exchange Pricing (one vessel, per event):

- Regeneration of one (1) IX48 vessel with 60ft³ Dowex 1 resin at Evoqua's facility in Milpitas, CA. Freight to and from site is included.
- Bac-T and Nitrate test on regenerated vessel included
- Customer is responsible for forklift rental for tank exchange. Evoqua can provide this as an option for \$1,200/day

GENERAL INFORMATION

Additional inorganic data (TDS, alkalinity) needs to be evaluated as well to determine the scale potential of the water. It is possible that pre-treatment upstream of the IX bed may be required to reduce scaling potential. No chemical feed system has been included in this proposal.

RENTAL SYSTEM PRICING- EXISTING SITE

<u>Monthly Rent</u>	
Monthly rent for three (3) IX48 tanks. This is valid for a one-year term. (\$500/vessel/Month)	\$1,500
<u>Exchange Pricing (one vessel)</u>	
One (1) IX48 freight to/from Milpitas, regeneration. Client responsible for loading IX48 on Evoqua provided transport and receiving when regenerated.	\$2,441

Please note that while equipment has been offered on a rental basis, Evoqua can offer this equipment on a capital or rent-to-own basis if requested.

RENTAL SYSTEM PRICING - NEW SITE

<u>Mobilization</u>	
Supply of three (3) IX48 Rental Vessels, initial fill of Dowex 1 resin (180 ft ³ total). Freight and Offloading included. Installation by customer. Offer is subject to availability of vessels.	\$51,116
<u>Monthly Rent</u>	
Monthly rent for three (3) IX48 vessels. This is valid for a one-year term. (\$500/month/vessel)	\$1,500
<u>Exchange Pricing (one vessel)</u>	
One (1) IX48 freight to/from Milpitas, regeneration. Client responsible for loading IX48 on Evoqua provided transport and receiving when regenerated.	\$2,441

Please note that while equipment has been offered on a rental basis, Evoqua can offer this equipment on a capital or rent-to-own basis if requested.

COMMERCIAL TERMS
Delivery

- Rental assets quoted are subject to availability at the time of acceptance of PO by Evoqua.
- Shipment to be determined based on asset availability at the time of PO.

Prices Do Not Include the Following:

- Permits
- Site preparation including developing a concrete pad, grouting, weather protection, etc.
- Installation of equipment
- Piping system to and from Evoqua supplied equipment
- Foundation Design
- Anchor Bolts
- Please note: Evoqua excludes all other items not specifically listed in the proposal

Also Please Note:

Confidential

□ Proposal pricing valid for 30 days from date of proposal.



Proposal #1801-212.R3
Evoqua Water Technologies LLC

- Evoqua Water Technologies LLC standard lease terms and conditions are attached hereto and are incorporated into this proposal by reference
- Evoqua has not considered any client specifications in the preparation of this proposal. Equipment quoted will be provided in complete accordance with Evoqua internal standards only.
- For temporary system, terms are payment are net 30 days upon completion of each activity.
- Terms are payment are net 30 days; 100% on completion of each activity. Quoted terms are subject to credit approval
- FOB factory, freight allowed to jobsite.
- No throughput or performance warranty is provided with this proposal.
- Clear access is required for vessel exchange using forklift
- Evoqua recommends Influent water to be filtered down to 5 micron to prevent solids accumulation on resin
- Evoqua Water Technologies LLC's price does not include, and Evoqua Water Technologies LLC shall not be responsible for, any taxes, permits, tariffs, duties or fees (or any incremental increases to such taxes, permits, tariffs, duties or fees enacted by governmental agencies) unless specifically agreed herein or otherwise by Evoqua Water Technologies LLC in writing.

Attachments:

Scope of Supply Checklist
Standard Terms and Conditions
Product Bulletins

SCOPE OF SUPPLY CHECKLIST

No	Work Scope Item	Others	Evoqua
1	Equipment system(s) as proposed herein		X
2	Equipment quality assurance check on site	X	
3	Site(s) for the Evoqua Water Technologies LLC equipment/facility that comply with the requirements of the hydraulic profile, process flow, or special design requirements	X	
4	Permanent electrical services terminated at the control panels or instruments within the Evoqua Water Technologies LLC equipment/facility battery limit(s). Voltage & amperage TBD as specified by Evoqua Water Technologies LLC	N/A	
5	Valved supply of temporary pump test water to the Evoqua Water Technologies LLC equipment/facility battery limit(s), if applicable	X	
6	Discharge of effluent water(s) such as process return, outfall, wastewater, or sewer tie-in within the Evoqua Water Technologies LLC equipment/facility battery limit(s).	X	
7	Valved supply of permanent compressed and/or instrument quality air and/or potable water to the Evoqua Water Technologies LLC equipment/facility battery limit(s). Volume & pressure TBD.	N/A	
8	Instrumentation field calibration	N/A	
9	Supply and installation of piping to Evoqua Water Technologies LLC provided equipment boundary	X	
10	Supply of Interconnecting isolation valves, check valves, control valves, etc. between systems	X	
11	Offloading of vessels and piping, installation of vessels and Evoqua Water Technologies LLC supplied piping	X	
12	Supply of loose instrumentation in between equipment components	N/A	
13	Wiring of loose instruments to junctions boxes and/or control panels	X	
14	Interconnecting conduit and wiring between unit components and existing power and control distribution	X	
15	Installation	X	
16	Offloading of system (for new site)		X
17	Manual		X
18	Chemical sanitization, qualification	X	
19	Initial load of resin (for new site)		X
20	Initial TCLP of spent media	N/A	
21	Anti-Siphon Loop	X	
22	Grounding of Evoqua Water Technologies LLC provided equipment	X	



eVOQUA
WATER TECHNOLOGIES

Nitrate Reduction System

MONTARA, CA

Quotation 1801-212/ rev 2
2/1/10

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February 5, 2019

Montara Sanitary District
8888 Cabrillo Hwy.
Montara, CA 94037

Attn: Julian Martinez

Re: Nitrate Reduction System for AW3

Dear Julian,

Evoqua Water Technologies (Evoqua) is pleased to submit this revised proposal in reference to the subject project.

1. DESIGN CRITERIA

The system treatment flow will be 100 gpm and provide nitrate reduction based upon the following inlet conditions. This is a potable treatment.

Source: Well

Flow Information	
Maximum Operating Pressure	100 psig
Minimum Flow Rate	25 gpm
Operational Flow Rate	75 gpm
Peak Flow Rate	100 gpm
Operational Schedule	4 hours per day
Daily Volume (ave)	18,000 gal

Two systems are proposed, one for the existing well site, and the other for the new well site. For the existing well site, Evoqua is proposing three (3) IX vessels for capital purchase. These will replace the existing rental vessels from Evoqua.

For the new well site, Evoqua is offering a similar nitrate IX treatment system consisting of three (3) IX48 vessels, each containing 60 cf of Dowex1 resin. Two (2) IX48 vessels are operated in lead/lag and the third is part of the float for exchange. A portion of the water is to be treated and blended with a remaining untreated flow to obtain the targeted blended effluent. The lead/lag operation allows the lead bed to be spent while treatment is maintained with the lag bed. Blending piping/valving is the responsibility of the client.

Site operations will require the exchange of lead vessels with regenerated vessels when they are spent. The exhausted vessel will be regenerated off-site at our Milpitas CA facility once spent.

2. SCOPE OF WORK

2.1. Existing Well Site:

- Three (3) IX48 vessels, standard Evoqua design
- Freight and offloading on site

2.2. New Well Site:

- Three (3) IX48 vessels, standard Evoqua design
- Four (4) Hoses (up to 16') with camlock fittings, suitable for potable use (optional)
- One (1) 2" PVC manifold, 3-tier, with four (4) 6' hoses (optional)
- Initial fill of 180ft³ of Dowex1 Resin
- Freight to the jobsite
- Installation supervision of all equipment outlined in this proposal, start-up and training. This is limited to 1 trip, 1 day on site. Additional service time can be provided at a per diem rate.

2.3. Exchange Pricing (one vessel, per event):

- Regeneration of one (1) IX48 vessel with 60ft³ Dowex 1 resin at Evoqua's facility in Milpitas, CA. Freight to and from site is included.
- Bac-T and Nitrate test on regenerated vessel included

2.4. Exchange Pricing (two vessel, per event):

- Regeneration of two (2) IX48 vessels with 120ft³ Dowex 1 resin at Evoqua's facility in Milpitas, CA. Freight to and from site is included.
- Bac-T and Nitrate test on regenerated vessel included

3. PRICING

EXISTING WELL SITE PRICING- (SECTION 2.1)



Nitrate Reduction System

Supply of three (3) IX48s vessels to site. Freight included. Resin, Installation not included.	\$62,526
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NEW WELL SITE PRICING- (SECTION 2.2)



Nitrate Reduction System

Supply of three (3) IX48s with 180 cf of Dowex1 Resin	\$88,570
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16' Hose Kits

Supply of four (4) 16' hose kits	\$5,508
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Manifold + Hose Kits

Supply of one (1) 2" PVC manifold with four (4) 6' hose kits	\$8,403
--	---------

Freight + Installation Supervision

Delivery of equipment described above and installation supervision of equipment	\$5,454
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EXCHANGE SERVICE PRICING (PER EVENT)- (SECTIONS 2.3 AND 2.4)



Exchange Pricing (one vessel)

One (1) IX48 freight to/from Milpitas, regeneration. Client responsible for loading IX48 on Evoqua provided transport and receiving when regenerated.	\$2,441
---	---------

Exchange Pricing (two vessels)

Two (2) IX48 freight to/from Milpitas, regeneration. Client responsible for loading IX48s on Evoqua provided transport and receiving when regenerated.	\$4,307
--	---------



4. COMMERCIAL TERMS

Delivery

- Delivery of three (3) IX48 vessels to existing site will be 10-12 weeks after acceptance of PO by Evoqua.
- Delivery of scope of supply to new site 3-4 weeks after acceptance of PO by Evoqua.

Prices Do Not Include The Following:

- Permits
- Site preparation including developing a concrete pad, grouting, weather protection, etc.
- Any interconnecting piping
- Blend piping/valves
- Foundation Design
- Anchor Bolts
- Please note: Evoqua excludes all other items not specifically listed in “Major Components” category

Also Please Note:

- Proposal pricing valid for 30 days from date of proposal.
- Evoqua Water Technologies LLC terms and conditions are attached hereto and are incorporated into this proposal by reference
- Evoqua has not considered any client specifications in the preparation of this proposal. Equipment quoted will be provided in complete accordance with Evoqua internal standards only.
- Separate purchase orders required for capital equipment and ongoing service exchange. For supply of equipment, terms of payment are net 30 days; 50% upon receipt and acceptance of order; 50% upon shipment (not to exceed 60 days after notice of ability to ship equipment); For service, terms of payment are net 30 days, 100% upon completion. Quoted terms are subject to credit approval. For exchange service, a separate contract with payment terms will be provided.
- Clear access is required for vessel exchange using forklift
- FOB factory, freight allowed to jobsite.
- No throughput or performance warranty is provided with this proposal.
- Evoqua recommends Influent water to be filtered down to 5 micron to prevent solids accumulation on resin
- Evoqua Water Technologies LLC’s price does not include, and Evoqua Water Technologies LLC shall not be responsible for, any taxes, permits, tariffs, duties or fees (or any incremental increases to such taxes, permits, tariffs, duties or fees enacted by governmental agencies) unless specifically agreed herein or otherwise by Evoqua Water Technologies LLC in writing.

Thank you for this opportunity to provide this revised proposal. Please contact me at (916) 730-2384 if you have questions or if we may be of further assistance. We look forward to working with you on this project.

Sincerely,

Tom Morrical
Evoqua Water Technologies LLC

SCOPE OF SUPPLY CHECKLIST

No	Work Scope Item	Others	Evoqua
1	Equipment system(s) as proposed herein		X
2	Equipment quality assurance check on site		X
3	Site(s) for the Evoqua Water Technologies LLC equipment/facility that comply with the requirements of the hydraulic profile, process flow, or special design requirements	X	
4	Permanent electrical services terminated at the control panels or instruments within the Evoqua Water Technologies LLC equipment/facility battery limit(s). Voltage & amperage TBD as specified by Evoqua Water Technologies LLC	N/A	
5	Valved supply of temporary pump test water to the Evoqua Water Technologies LLC equipment/facility battery limit(s), if applicable	X	
6	Discharge of effluent water(s) such as process return, outfall, wastewater, or sewer tie-in within the Evoqua Water Technologies LLC equipment/facility battery limit(s).	X	
7	Valved supply of permanent compressed and/or instrument quality air and/or potable water to the Evoqua Water Technologies LLC equipment/facility battery limit(s). Volume & pressure TBD.	N/A	
8	Instrumentation field calibration	N/A	
9	Supply and installation of piping to Evoqua Water Technologies LLC provided equipment boundary	X	
10	Supply of Interconnecting isolation valves, check valves, control valves, etc. between systems	X	
11	Offloading of vessels and piping, installation of vessels and Evoqua Water Technologies LLC supplied piping	X	
12	Supply of loose instrumentation in between equipment components	X	
13	Wiring of loose instruments to junctions boxes and/or control panels	X	
14	Interconnecting conduit and wiring between unit components and existing power and control distribution	X	
15	Field testing of unit assemblies	X	
16	Installation supervision (8 hours onsite)		X
17	Manuals (2)		X
18	Chemical sanitization, qualification	X	
19	Initial load of Media		X
21	Anti-Siphon Loop	X	
22	Grounding of Evoqua Water Technologies LLC provided equipment	X	



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 21, 2019**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Review and Possible Action Concerning Update
of MWSD Strategic Plan.**

MWSD approved its first Strategic Plan in early 2015. In light of the recent election of two new Board Members the plan should go through a thorough review. Staff plans to update the document within the time frame of the upcoming budget process. The consultant Martin Rausch has prepared a suggested scope of work that includes at minimum one MWSD board meeting with special focus on the plan. May 13-24 were currently identified as possible window for a board workshop.

RECOMMENDATION:

Review the suggested scope and suggested dates, and direct the manager to plan for and schedule a Special Meeting to facilitate a public meeting with focus on the Strategic Plan Update

Attachments

Dynamic Public Outreach, Smart Strategic Planning*For local governments, special districts, and the engineering, environmental and law firms that support them.***DATE:** March 14, 2019**PAGES:** 3**TO:** Clemens Heldmaier, General Manager**FROM:** Martin Rauch

This memo provides information you requested to assist in planning an update of the District's strategic plan. The last formal update of the strategic plan was in 2016. With three years since then and two new directors in place, it makes sense to undertake an update.

THE OUTCOMES AND BENEFITS OF THE PROPOSED STRATEGIC PLANNING PROCESS

We have found that our proposed facilitated strategic planning process provides the following benefits:

Excellent Introduction for Newer Board Members and to Build Consensus Around Priorities. The Board-centered workshops provide an ideal opportunity for both newer and longstanding directors to be exposed to all the key issues facing the District and to engage in-depth on these topics.

Helps the District to Act Decisively and Proactively. Strategic Planning makes it possible to deal with all the key challenges proactively, in priority order, and with an organized method for evaluating major programs, resolving challenges, and setting priorities.

Strengthen the Appropriate Role and Authority of Staff to Implement Policy Direction at the Same Time the Board Strengthens Its Policymaking Role. It reinforces and strengthens both the Board's ability to set clear policy direction and the staff's authority and flexibility to carry it out.

Frees the Manager and Board to Focus. Facilitation allows the management and Board to participate fully, while bringing an outside perspective that can be helpful.

APPROACH TO DEVELOPING THE STRATEGIC PLAN

The key to this iteration of the Plan will be to build on the previous strategic planning process, while taking a fresh look at challenges, opportunities, goals and priorities.

Coordination, Review Documents and Interviews. It will include a process to interview the Board and key staff, review of pertinent documents, etc.

One or Two Workshops. We recommend a one-day workshop as well as a second half day that will only be used if needed. It will include a review of the past Plan, what was accomplished, not accomplished, and why. There will be a series of questions designed to engage the board, giving each participant ample time to actively share their ideas, perspectives, questions and concerns, and to hear each other.

Draft Report, Implementation Plan, and Oversight and Monitoring Plan. The consultant will gather the information from the workshop(s) and develop a draft strategic plan, which staff will review and comment on. The consultant will work with staff to develop a plan to implement the goals and priorities, and include a process for reporting on the Plan, and for Board oversight and monitoring of progress.

Present the Final Draft Strategic Plan for Adoption. The consultant will incorporate final comments from the Board, proof the document, and produce a final, approved copy.

TIMING

The project will be initiated and completed as soon as reasonably possible so that its priorities can be incorporated into the budget. Interviews: Early April. Workshop(s): Late April and Early to mid-May.

P.	Action	Lead	Comments	Timing	Status	Feb. 16 Assessment
	Goal 1.0 - Water Supply Planning and Source Water Protection: Protect, maintain, and develop existing and new water sources for best quality, cost and productivity, while ensuring the permanent sustainability of the District's water supply and quality.	Goal				
	The District will proactively protect and improve water quality and supply, where needed.	Obj				
1	Track development plans of public and private landowners (County, GGNRA, POST, etc.) for potential impacts to watershed, such as septic systems etc.	Clemens		Ongoing	When received	Ongoing
	See 1.2.1	NA		NA		Planned progress underway. See 1.2.1
2	Continue to establish groundwater level and stream-gauging programs to improve understanding of District's hydrology.	Clemens	With Balance Hydrologic	Dec-15	Annually	Completed, new timing Dec-16
3	Develop an integrated regional water management plan for watershed protection, increased knowledge base and increased funding opportunities.	Clemens	Obtain Board approval, start negotiating w/ stakeholders by May-15	May-15		Not Completed, new timing (NT) Dec. 16
3	Develop regional groundwater management agency.	Clemens	Obtain Board approval, start negotiating w/ stakeholders by Dec-15	Dec-15		Not Completed, NT Dec. 16
	The District will ensure permanent water independence.	Obj				
1	Continue Renewal and Rehabilitation Program for existing groundwater and surface water sources to protect sustainability, water quality, and supply availability	Clemens	Funds currently still available, delayed due to lack of drilling rigs (drought)	Dec-15	Minimum of one well per annum	Portola 3 and Portola 4 Well rehab completed. This year's focus on Wagner Well reconstruction, approval of additional funds in CIP. New timing Feb. 17
1	Proceed with Water Source Exploration on Caltrans Right of Way to ensure water supply reliability, source protection, and continued sustainability	Clemens	5 Boreholes allowed to test drill until April 2015.	Dec-15	Deadline 2015	2 Boreholes successfully completed.
2	Negotiate extension to drill further exploratory wells after April 2015.	Clemens		Mar-15	Start negotiations before April	Change to: Negotiate property acquisition, NT Feb 17
2	Continue developing a Supply and Demand Analysis on an annual basis to understand customer demands and plan future water supply, as necessary.	Tanya		Dec-15	Annually	Completed. NT Dec. 16
2	Prepare Master Plan Update	Clemens/ Tanya	5 year Update	Dec-16		New Action introduced Feb 2016
	The District will incorporate phenomena such as seawater rise and weather extremes, and any other identified challenges in its planning and implementation of water programs.	Obj				
3	Work with neighboring agencies to ensure secure long-term regional water supplies that aren't affected by climate change. See 1.1.4 and 1.4.5.	Clemens		NA	Ongoing as needed	Ongoing
2	Support SAM's Recycled Water Project Phase 1 and later, coast-wide, phases that offset use of local water sources, prevent seawater intrusion, creek restoration and improve long term water security.	Board	SAM reps and full Board play critical role. A political effort primarily.	Sep-15	Ongoing as needed. Evaluate annually	Ongoing Support, regular Board updates through committee reports. NT Sep 17
	Goal 2 - Communication: Actively communicate with all stakeholders in a clear, factual, timely, two-way manner to foster understanding and alignment between the District and those it serves and works with.	Goal				
	Staff will develop core messages and obtain board approval for them.	Obj				
NA	See 2.2.1 and 2.2.2	Martin		May-15		Partially completed through Strategic Plan. NT September 16

Staff will design and implement communication that is consistent with Board-approved messaging.	Obj				
Develop an Outreach Plan and budget for Board approval.	Martin	Consultant Support	May-15	Start in March	Not Completed. Proceed with Plan presentation and budget approval in conjunction with District Budget. NT July 16
Implement Outreach Plan.	Clemens	Consultant Support	Jun-15	See Plan	Not Completed. See 2.2.1 NT August 16
Prepare and distribute initial newsletter, future editions depending on Outreach Plan.	Martin	Consultant Support	Apr-15	Start Now?	2 Newsletters completed, NT ongoing
Staff will develop and follow an outreach plan and budget, and will consider and select among all outreach tools for cost-effectiveness and practicality (e.g. open houses, newsletters, press, social media, radio interviews, etc.)	Obj				
See 2.2.1 and 2.2.2 above	Clemens	Consultant	May-15		NA
Complete under construction areas of website	Martin		Apr-15	April	Completed. Change Action to: Keep website up to date and increase online information services. NT ongoing
Goal 3 - Rates and Finance: Use the longest possible outlook for planning revenue needs, finance and rates. Base planning and decisions will be based on a long-term, proactive understanding of finances, capital facility planning, and operational and regulatory needs.	Goal				
Costs will be allocated through rates that are fair by class and customer; and will be developed after evaluating all reasonable options beyond tiers, including how well connection options will influence rates.	Obj				
Complete Water Rate Study.	Clemens	With Bartle Wells	Apr-15	Effective July-15	Completed. Change to Evaluate Water Rates and implement necessary rate increases. NT June 16
Add and update new rates.	Obj		FY 15/16		
Implement annual solid waste rate changes in accordance with the franchise agreement	Clemens		Dec-15		Completed. NT Dec 16
Evaluate Sewer Service Charges and implement necessary rate increases or proposition 218 processes.	Clemens	With Bartle Wells	Apr-15	Annually. Effective July-15	Completed, NT Apr 16
Rates will be sustainable, steady, defensible, understandable and fair.	Obj				
See 3.1.1 , 3.2.2, and 3.2.1.	Board		NA	NA	NA
Prepare Connection Fee Review	Clemens/ Alex		Dec-16		
Use the longest reasonable outlook for planning infrastructure replacement needs, while recognizing that infrastructure planning is in flux.	Obj				
Include in the Capital Improvement Program (CIP) future anticipated replacement cost for the upcoming 10 years and evaluate funding possibilities.	Tanya + Pippin		Jun-15		Completed. NT Jun 16
Enable effective Board and public oversight of finances through effective and understandable financial reporting.	Obj				
Complete bi-annual finance review by Finance Committee and Board.	Clemens	With Peter	Mar-15		Completed. NT Mar-16
Identify key financial highlights and summarize for Board review.	Clemens	Clemens discuss with Board in budget season.	Apr-15	Based on Board Input	Completed. NT May-16
Develop a well conversion program that will promote voluntary conversions and the necessary incentives and communication tools to make it happen.	Obj				

Evaluate the possibility of well conversion loan program based on existing models.	Clemens	With Bartle Wells + Schricker	Oct-15	Share with public	In progress. NT Oct 16
Consider other strategies to increase voluntary well conversions.	Clemens		Oct-15	Share with public	In progress. NT Oct 16
Goal 4 - Government Relations: Promote collaborative relationships and partnerships.					
Enhance Board and staff relationships with other agencies (Board Work Plan).	Obj				
General Manager will develop tangible opportunities for Directors to assist with inter-agency collaboration.	Clemens		Ongoing		Ongoing
Create the opportunity for the Board to discuss importance of Director engagement by including the item on future Board Agendas.	Pres.		Mar-15		Not Completed NT August 16
Promote staff-level collaboration on inter-agency projects by setting up meetings with local agencies that are critical to project success.	Clemens		Timing		Ongoing
Enhance dialog with other agencies about collaborative opportunities for local parks, etc.	Obj				
Seek to make the Caltrans Public Right of Way accessible for groundwater supply and community recreation.	Clemens	Need Board support	Jun-15	Underway. Evaluate progress biannually	In progress. NT Feb 17
See 5.1.2 and 5.3.1	NA	NA	NA	NA	NA

Goal 5 - Additional Services: Be open to providing additional services that are needed and desired within our service area.					
Be responsive to community desires for new services and take a leadership role in considering whether to provide additional services.					
Research and track opportunities to collaborate with San Mateo County on providing energy to the Montara and Moss Beach communities.	Clemens	Mostly about tracking and following. Considering seeking a seat at the table.	Aug-15	Ongoing. Annual Board discussion	Ongoing. Board discussion completed in early 2015
Examine each opportunity on a case-by-case basis. Evaluate and make clear any impact on quality, availability or cost of existing services.					
When opportunities for providing additional services are presented or discovered, each will be considered by a case-by-case basis.	Clemens	Board Support	NA		Ongoing
Seek to provide services collaboratively when mutually beneficial partnerships can be found.					
Continue to seek opportunities to collaborate and develop partnerships with local agencies and present viable opportunities to the Board.	Clemens	Board Support	Sep-15	Ongoing. Annual Board discussion	Ongoing, completed several Board discussions
Goal 6 - Operations and Administration: Develop and maintain an organizational structure and management policies that foster a high performing, stable and productive organization that learns and improves over time.					
Develop and implement a plan for retaining institutional knowledge.					
Complete Salary Study and evaluate implementation strategies for retaining staff, including implementation of effective qualitative strategies, including employee incentives.	IEDA	With Clemens	Apr-15		Partially completed, NT Dec 16
Assess staffing levels in terms of stress and reliability to meet District needs. Include succession planning and ability to deal with major personnel interruptions.	Clemens	With IEDA	Nov-15		Partially completed, NT Dec 16
Develop, follow and appropriately update procedures for Administration, Human Resources, and Management.					
Review and update Employee Manual.	IEDA	With Clemens	Mar-16		Not Completed, NT Mar 16
Review and update all District policies and procedures and suggest additions and updates.	Clemens		Aug-16		Ongoing, NT Aug 17
Assess field staff levels to improve system reliability in conjunction with sewer collection system maintenance agreement.	Pippin	with Clemens	Mar-16		In progress, NT May 16
Emergency planning should be appropriately updated with documented procedures and methods in place for coordinating with others.					
Update the existing Emergency Response and Recovery Plan (ERRP) to maintain a relevant emergency planning document.	Clemens		Aug-15	Every five years	Completed.

3	Become a leader and a hub for local utility emergency planning.	Clemens	Need Board support	Nov-15	Annual update	Ongoing NT Nov 16
2	Update drought contingency plan.	Clemens		May-16	Every five Years	Not completed NT Dec 16
Goal 7 - Build and Maintain Facilities that are Reliable, Environment, and Efficient: Plan, provide for, and maintain District facilities and other physical assets to achieve long-term reliable, environmentally sound and efficient District operations.						
Manage the wastewater system with the objective of zero spills and zero permit violations.						
1	Continue the implementation of a mainline replacement program, focused on areas prone to leaking and/or overflow.	Tanya	with Pippin	Jun-15	Annually. Review with budget	Completed. NT Jun 16
2	Implement improvements at wastewater lift stations to improve reliability and mitigate overflows.	Pippin		Jun-15	Annually. Review with budget	Completed. NT Jun 16
3	Evaluate other methods for the reduction of inflow and infiltration (I&I).	Pippin		Jun-15	Annually. Review with budget	Completed. NT Jun 16
Asset Management - Consider lifecycle costs in all facility construction, upgrades, maintenance and mangement decisions and activities. Continue with water and focus attention on sewer.						
3	Include lifecycle cost analysis in the Feasibility Studies for new facilities, facility upgrades, and/or maintenance activities.	Tanya	with Pippin	Jun-15	Annually. Review with budget	Completed. NT Jun 16
Creatively seek oppourtunies to maintain or improve quality while lowering costs.						
3	Research grant opportunities for installation of energy efficient technologies.	Tanya	with Pippin and Clemens	Jun-15	Annually. Review with budget	Completed NT Jun 16

	Goal 8: Governance. The Board will govern lawfully, with an emphasis on (a) outward vision rather than internal preoccupation; (b) encouragement of diversity in viewpoints; (c) strategic leadership more than administrative detail; (d) clear distinction of Board and general manager roles; (e) collective rather than individual decision-making; (f) future rather than past or present; and (g) practivity rather than reactivity	Goal				
	The Board will invest in itself and its members' training and governance capacity.	Obj				
2	Board consider need for additional training	Board		Oct-15		Not Completed. NT Oct 16
	Continued Board development is to include orientation of new board memers, and periodic consideration of Board governance effectiveness, including enhancing communication between Board members and between the Board and general manager	Obj				
2	Board will evaluate its own governance effectiveness, including its communciation with the GM and consider changes.	Board		Feb-15	Annually	Not Completed. NT May 2016
2	Initiate discussion about selection and preperation of officers early in the year.	Board		Oct-15	Annually	Not Completed. NT Oct 2016
2	Board will review strategic Plan Annually	Board		Feb-15	Annually	Completed. NT March 2016



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 7, 2019**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: Mid-Year Budget Review.

To allow the Board and public to be as well informed as possible regarding the District's financial reporting; a number of steps have been taken over the past 3 years. The Funds Balance Sheet and Revenue & Expenditures Budget vs. Actual line items were renamed and grouped with the intent to make the reports understandable for everyone in the District. In addition a 12 month Revenue & Expenditures Budget vs. Actual was introduced as well as an executive summary that highlight's variances in the Budget line items.

Peter Medina with Maze & Associates has prepared documents that illustrate the comparison of the District's financial position for the period ended December 31, 2018.

RECOMMENDATION:

This is for Board information only.

Attachment



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: March 7, 2019

TO: BOARD OF DIRECTORS
FROM: Clemens H. Heldmaier, General Manager

SUBJECT: Executive Summary – December 31, 2018 Mid-Year Budget vs. Actual

Sewer Service Charges: Total revenue of \$1,306,879 collected; 51.29% of budget.

1st Sewer Service assessment received in December.

Water Sales: Total revenue of \$1,005,927 collected; 52.60% of budget.

No additional developments to report, outside of monthly flow report analysis.

Sewer Fees: Total revenue of \$48,500 collected; 285.29% of budget.

Remodel fees are the particular line item which has seen the most activity.

Water Fees: Total revenue of \$6,708 collected; 55.67% of budget.

Revenues are tracking as expected.

Sewer Property Tax: Total revenue of \$137,300 collected; 49.93% of budget.

Water Property Tax: Total revenue of \$137,300 collected; 49.93% of budget.

Property tax receipts from the 1st roll were collected in December.

Sewer Personnel expense: Total expense of \$168,671 incurred; 53.44% of budget

Expenditures are slightly higher than expected due to the additional benefits expenses incurred by the District. Expenses are higher due to the family composition of the current labor force.

Water Personnel expenses: Total expense of \$364,286 incurred; 41.75% of budget

Expense is below expectations due to the District not bringing on a 4th water operator which was approved in the fiscal year 18-19 budget.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: March 7, 2019

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

Sewer Professional Services: Total expense of \$106,671 incurred; 53.44% of budget.

Water Professional Services: Total expense of \$43,506 incurred; 29.00% of budget.

For the Sewer enterprise, the District has experienced a significant increase in expense due to continued litigation and mediation of potential contingent liabilities.

Water professional service expenses have been impacted by the costs of rate studies and actuaries yet to be performed. Additionally, legal costs are well below average due to the health of District counsel.

Sewer Engineering: Total expense of \$10,379 incurred; 16.74% of budget.

Water Engineering: Total expense of \$188,223 incurred; 129.36% of budget.

Majority of Sewer expenses have been capital in nature.

Water Quality Engineering expenses is the main driver of the Water Engineering account group.

Sewer Pumping: Total expense of \$16,580 incurred; 40.44% of budget.

Water Pumping: Total expense of \$39,828 incurred; 37.68% of budget.

All costs associated with this line item are from PG&E. The District has yet to receive and pay for the PG&E "catch-up" bill.

Sewer Authority Mid-Coastside: Total expense of \$671,113 incurred; 40.25% of budget

District is currently approximately 1 month behind in payment for collections and operations.

Water Supply: Total expense of \$10,807 incurred; 20.74% of budget.

Water purchases through the County have been below expectations.

Water Collection/Transmission: Total expense of \$14,810 incurred; 18.17% of budget.

Majority of costs are contracted services from Andreini Brothers, Mossa Excavation, and R & B Company for maintenance of water mains, service mains, and other services for District customers.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: March 7, 2019

TO: BOARD OF DIRECTORS
FROM: Clemens H. Heldmaier, General Manager

Water Treatment: Total expense of \$27,611 incurred; 36.33% of budget.

Costs associated with the purchase of chemicals and equipment as well as the analysis of water samples by BSK lab, CA laboratory services, as well as North Coast County Water District.

All other Accounts Sewer: Total expense of \$28,740 incurred; 42.35% of budget.

All other Accounts Water: Total expense of \$57,671 incurred; 46.29% of budget.

Sewer Capital Improvement: Total expense of \$1,216,946 incurred; 31.39% of budget.

Major projects include the following:

Cabrillo Highway 1 phase 1A project.

Purchase of SmartCover Systems.

Water Capital Improvement: Total expense of \$99,096 incurred; 20.60% of budget.

Major projects include the following:

Airport Well Rehab

Sewer Connection Fees: Total revenue of \$64,903 collected; 33.35% of budget.

A total of 3 new construction connections sold.

A total of 2 remodel connections sold.

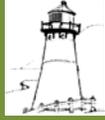
NOTE: In January 2019 – 4 new construction connections were sold, which moves the District into a positive budgetary position

Water Connection Fees: Total revenue of \$68,015 collected; 27.66% of budget.

A total of 2 new construction connections sold.

A total of 4 new construction PFP connections sold.

NOTE: In January 2019 – 3 new construction connections were sold, which moves the District into a positive budgetary position



Montara Water & Sanitary

Budgeted Cash Flow - Sewer

Fiscal year 2018-19

Operating cash flow

Operating income	<u>Actual</u>	<u>Budget</u>	<u>Variance (%)</u>	<u>Variance (\$)</u>
Sewer Service Charges	\$ 1,306,879	\$ 2,548,225	51.29%	\$ (1,241,346)
Cell Tower Lease	\$ 18,277	\$ 35,500	51.49%	\$ (17,223)
Fees	\$ 48,500	\$ 17,000	285.29%	\$ 31,500
Property Tax	\$ 137,300	\$ 275,000	49.93%	\$ (137,700)
Waste Collection Revenues	\$ 14,068	\$ 23,000	61.16%	\$ (8,932)
Total operating income	\$ 1,525,024	\$ 2,898,725		\$ (1,373,701)
Operating expenses				
Personnel	\$ (168,671)	\$ (315,649)	53.44%	\$ (146,978)
Professional Services	\$ (106,888)	\$ (232,000)	46.07%	\$ (125,112)
Facilities & Administration	\$ (24,651)	\$ (55,600)	44.34%	\$ (30,949)
Engineering	\$ (10,379)	\$ (62,000)	16.74%	\$ (51,621)
Pumping	\$ (16,580)	\$ (41,000)	40.44%	\$ (24,420)
Sewer Authority Mid-Coastside	\$ (671,113)	\$ (1,667,183)	40.25%	\$ (996,070)
All other Accounts	\$ (28,740)	\$ (67,860)	42.35%	\$ (39,120)
Total operating expenses	\$ (1,027,023)	\$ (2,441,292)		\$ (1,414,269)
Net Cash Flow Provided by Operations	\$ 498,002	\$ 457,433		

Investment cash flow

Investment income				
Interest Revenue	\$ 44,567	\$ 25,000	178.27%	\$ 19,567
Total investment income	\$ 44,567	\$ 25,000		\$ 19,567
Investment expenses				
Capital Improvement Program	\$ (1,216,946)	\$ (3,877,500)	31.39%	\$ (2,660,554)
SAM Capital Assessment	\$ -	\$ -	0.00%	\$ -
Total investment expenses	\$ (1,216,946)	\$ (3,877,500)		
Net Cash Flow Used by Investments	\$ (1,172,378)	\$ (3,852,500)		

Financing cash flow

Financing income				
Connection Fees	\$ 64,903	\$ 194,600	33.35%	\$ (129,697)
Total financing income	\$ 64,903	\$ 194,600		
Financing expenses				
Loan Interest Expense	\$ (9,869)	\$ (40,307)	24.49%	\$ (30,438)
Loan Principal Payment	\$ (40,546)	\$ (81,092)	50.00%	\$ 121,638
Total financing expenses	\$ (50,415)	\$ (121,399)		
Net Cash Flow Provided by Financing Activities	\$ 14,488	\$ 73,201		
Total Cash Flow Provided by All Activities	\$ (659,888)	\$ (3,321,866)		



Montara Water & Sanitary

Budgeted Cash Flow - Water

Fiscal year 2018-2019

Operating cash flow

Operating income	Actual	Budget	Variance (%)	Variance (\$)
Water Sales	\$ 1,005,927	\$ 1,912,496	52.60%	\$ (906,569)
Cell Tower Lease	\$ 18,277	\$ 35,500	51.49%	\$ (17,223)
Fees	\$ 6,708	\$ 12,050	55.67%	\$ (5,342)
Property Tax	\$ 137,300	\$ 275,000	49.93%	\$ (137,700)
Backflow Testing & Other	\$ 11,077	\$ 16,000	69.23%	\$ (4,923)
Total operating income	\$ 1,179,289	\$ 2,251,046		\$ (1,071,757)
Operating expenses				
Personnel	\$ (364,286)	\$ (872,572)	41.75%	\$ (508,286)
Professional Services	\$ (43,506)	\$ (150,000)	29.00%	\$ (106,494)
Facilities & Administration	\$ (36,033)	\$ (58,500)	61.60%	\$ (22,467)
Engineering	\$ (188,223)	\$ (145,500)	129.36%	\$ 42,723
Pumping	\$ (39,828)	\$ (105,700)	37.68%	\$ (65,872)
Supply	\$ (10,807)	\$ (52,100)	20.74%	\$ (41,293)
Collection/Transmission	\$ (14,810)	\$ (81,500)	18.17%	\$ (66,690)
Treatment	\$ (27,611)	\$ (76,000)	36.33%	\$ (48,389)
All Other Accounts	\$ (57,671)	\$ (124,600)	46.29%	\$ (66,930)
Total operating expenses	\$ (782,775)	\$ (1,666,472)		\$ (883,697)
Net Cash Flow Provided by Operations	\$ 396,514	\$ 584,574		

Investment cash flow

Investment income				
GO Bonds, Assessment Receipts	\$ 576,412	\$ 1,150,436	50.10%	\$ (574,024)
Total investment income	\$ 576,412	\$ 1,150,436		\$ (574,024)
Investment expenses				
Capital Improvement Program	\$ (99,096)	\$ (481,000)	20.60%	\$ (381,904)
Total investment expenses	\$ (99,096)	\$ (481,000)		\$ (381,904)
Net Cash Flow Used by Investments	\$ 477,316	\$ 669,436		

Financing cash flow

Financing income				
Connection Fees	\$ 68,015	\$ 253,020	26.88%	\$ (185,005)
Total financing income	\$ 68,015	\$ 253,020		\$ (185,005)
Financing expenses				
Long Term Debt - Interest Expense	\$ (76,573)	\$ (347,802)	22.02%	\$ (271,229)
Long Term Debt - Principal Payment	\$ (600,039)	\$ (1,200,079)	50.00%	\$ (600,039)
Total financing expenses	\$ (676,612)	\$ (1,547,881)		\$ (871,269)
Net Cash Flow Provided by Financing Activities	\$ (608,597)	\$ (1,294,861)		
Total Cash Flow Provided by All Activities	\$ 265,233	\$ (40,851)		

Two-Year Comparative Income Statement

Sewer Comparison 12/31/2017 vs. 12/31/2018

	[Current Period]	[Prior Period]	Increase / (Decrease)	Percent Change
	July 1, 2018 - December 31, 2018	July 1, 2017 - December 31, 2017		
Revenue				
Sewer Service Charges	1,306,879	1,044,116	262,763	25.17%
Cell Tower Lease	18,277	17,726	551	3.11%
Fees	48,500	9,262	39,238	423.65%
Property Tax	137,300	131,020	6,280	4.79%
Other	14,068	13,804	264	1.91%
Net Sales	1,525,024	1,215,928	309,096	25.42%
Expenses				
Personnel	168,671	173,683	(5,012)	-2.89%
Professional Services	106,888	115,713	(8,825)	-7.63%
Facilities	24,651	17,557	7,094	40.41%
Engineering	10,379	48,113	(37,734)	-78.43%
Pumping	16,580	16,009	571	3.57%
SAM	671,113	807,882	(136,769)	-16.93%
All other accounts	28,740	13,530	15,210	112.41%
Total Expenses	1,027,023	1,192,487	(165,464)	-13.88%
Net Operating Income	498,002	23,441	474,560	2024.48%
Non-Operating				
Connection Fees	64,903	189,135	(124,231)	-65.68%
Loan and Interest Revenue	44,567	11,710	32,858	280.60%
SAM Capital Assessment	0	67,415	(67,415)	-100.00%
Interest expense	(9,869)	(10,591)	722	-6.82%
Capital Program	(1,216,946)	(190,392)	(1,026,554)	539.18%
Total Other Income (Expense)	(1,117,344)	67,277	(1,184,621)	-1760.82%
Net Income (Loss)	(619,342)	90,718	(710,060)	-782.71%

Two-Year Comparative Income Statement

Water Comparison 12/31/2017 vs. 12/31/2018

	[Current Period]	[Prior Period]	Increase / (Decrease)	Percent Change
	July 1, 2018 - December 31, 2018	July 1, 2017 - December 31, 2017		
Revenue				
Water Sales	1,005,927	1,011,257	(5,330)	-0.53%
Cell Tower Lease	18,277	17,726	551	3.11%
Fees	6,708	6,290	418	6.65%
Property Tax	137,300	131,020	6,280	4.79%
Backflow Testing & Other	11,077	13,757	(2,679)	-19.48%
Net Sales	1,179,289	1,180,049	(760)	-0.06%
Expenses				
Personnel	364,286	373,265	(8,979)	-2.41%
Professional Services	43,506	44,312	(806)	-1.82%
Facilities & Administration	36,033	18,760	17,273	92.07%
Engineering	188,223	46,612	141,611	303.81%
Pumping	39,828	36,652	3,176	8.67%
Supply	10,807	22,562	(11,755)	-52.10%
Collection/Transmission	14,810	29,490	(14,680)	-49.78%
Treatment	27,611	20,132	7,479	37.15%
All other Accounts	57,671	58,025	(354)	-0.61%
Total Expenses	782,775	649,809	132,966	20.46%
Net Operating Income	396,514	530,240	(133,726)	-25.22%
Non-Operating				
Connection Fees	68,015	69,981	(1,965)	-2.81%
GO Bond Assessment	576,412	579,692	(3,280)	-0.57%
Interest Expense	(76,573)	(32,812)	(43,760)	133.37%
Capital Program	(99,096)	(115,721)	16,625	-14.37%
Total Other Income (Expense)	468,758	501,139	(32,381)	-6.46%
Net Income (Loss)	865,272	1,031,379	(166,107)	-16.11%



MWSD — Fiscal Year 2018-2019 budget review as of December 31, 2018 - SEWER ENTERPRISE

Operating Revenue	GL Codes	2016-17	2017-18	Budgeted amounts	Income/Expenditure	% To date	Projected	Projected as % of Budget
		Actual	Actual	2018-19	s to date			
Cell Tower Lease:	4220	34,427	35,632	35,500	18,277	51.49%	36,554	102.97%
Administrative Fees (New Construction):	4410	3,409	4,040	3,500	2,084	59.54%	4,168	119.09%
Administrative Fees (Remodel):	4420	1,448		2,000				
Inspection Fees (New Construction):	4430	3,220	3,339	3,500	1,972	56.34%	3,944	112.69%
Inspection Fees (Remodel):	4440	3,748		4,000				
Mainline Extension Fees:	4450		1,500					
Remodel Fees:	4460	15,844	10,278	4,000	44,444	1111.10%	88,888	2222.20%
Grants:	4510							
Property Tax Receipts:	4610	340,018	367,805	275,000	137,300	49.93%	274,600	99.86%
Sewer Service Charges:	4710	1,975,325	2,053,963	2,552,225	1,306,879	51.21%	2,613,758	102.41%
Sewer Service Refunds, Customer:	4720	(10,530)	(2,343)	(4,000)				
Waste Collection Revenues:	4760	23,130	21,677	23,000	11,316	49.20%	22,633	98.40%
Other Revenue:	4990	433	3,378		2,751	100.00%	5,503	100.00%
Total Operating Revenue:		2,390,473	2,499,269	2,898,725	1,525,024	52.61%	3,050,048	105.22%
Operating Expenses								
Bank Fees:	5190	6,692	6,654	6,500	4,573	70.35%	9,146	140.71%
Board Meetings:	5210	4,169	1,836	2,500	430	17.21%	861	34.42%
Director Fees:	5220	2,665	3,900	4,000	1,013	25.31%	2,025	50.63%
Election Expenses:	5230	4,860		5,000				
Conference Attendance:	5250	147	3,131	3,000	112	3.72%	223	7.44%
Information Systems:	5270	1,667	1,224	4,000	1,080	26.99%	2,159	53.98%
Fidelity Bond:	5310			500	438	87.50%	875	175.00%
Property & Liability Insurance:	5320	3,758	2,161	2,000	2,215	110.75%	4,430	221.50%
LAFCO Assessment:	5350	1,526	1,601	2,000				
Meeting Attendance, Legal:	5420	6,483	6,951	9,500	14	0.14%	27	0.28%
General Legal:	5430	32,775	44,220	150,000	13,235	8.82%	26,469	17.65%
Litigation:	5440		165,192		62,720	100.00%	125,439	100.00%
Maintenance, Office:	5510	6,933	4,020	8,000	1,099	13.73%	2,197	27.47%
Memberships:	5530				3,370		6,740	
Office Supplies:	5540	7,755	6,243	8,000	2,745	34.31%	5,490	68.63%
Postage:	5550	1,143	277	2,500	1,721	68.85%	3,443	137.71%
Printing & Publishing:	5560	1,135	2,909	5,000	2,115	42.30%	4,230	84.60%
Accounting:	5610	38,950	31,276	30,000	12,700	42.33%	25,400	84.67%
Audit:	5620	13,000	18,000	13,000	5,000	38.46%	10,000	76.92%
Consulting:	5630	19,894	35,859	20,000	5,485	27.43%	10,970	54.85%
Data Services:	5640		5,851	6,000	6,079	101.32%	12,158	202.63%
Labor & HR Support:	5650	2,250	2,484	2,500	1,221	48.84%	2,442	97.68%
Payroll Services:	5660	942	940	1,000	435	43.54%	871	87.07%
San Mateo County Tax Roll Charges:	5710	119		2,500	119	4.76%	238	9.52%
Telephone & Internet:	5720	16,380	18,961	24,000	9,381	39.09%	18,762	78.18%
Mileage Reimbursement:	5730	1,063	564	1,500	1,033	68.86%	2,066	137.72%
Reference Materials:	5740	23		200				
Other Administrative:	5790				448	100.00%	896	100.00%
CalPERS 457 Deferred Plan:	5810	18,637	18,386	15,912	7,544	47.41%	15,088	94.82%
Employee Benefits:	5820	37,701	39,107	35,635	29,122	81.72%	58,243	163.45%
Disability Insurance:	5830	1,360	1,360	1,534	567	36.95%	1,134	73.90%
Payroll Taxes:	5840	14,552	16,063	17,390	6,164	35.45%	12,328	70.89%
Worker's Compensation Insurance:	5960	2,120	4,082	2,447				
Management:	5910	99,561	114,908	103,725	52,136	50.26%	104,271	100.53%
Staff:	5920	119,299	127,047	119,047	63,636	53.46%	127,273	106.91%
Staff Certification:	5930	1,800	1,800	1,800	900	50.00%	1,800	100.00%
Staff Overtime:	5940	3,879	918	2,744	959	34.94%	1,917	69.88%
District sponsored Defined Benefit Plan (PARS):	5850	(80,974)	16,909	15,416	7,644	49.59%	15,288	99.17%
Claims, Property Damage:	6170		12,810	20,000	17,283	86.42%	34,566	172.83%
Education & Training:	6195		717	1,000	409	40.90%	818	81.79%
Meeting Attendance, Engineering:	6210			2,000				
General Engineering:	6220	44,122	68,682	60,000	9,970	16.62%	19,939	33.23%



MWSD — Fiscal Year 2018-2019 budget review as of December 31, 2018 - SEWER ENTERPRISE

<u>Operating Revenue</u>	<u>GL Codes</u>	<u>2016-17</u> <u>Actual</u>	<u>2017-18</u> <u>Actual</u>	<u>Budgeted amounts</u> <u>2018-19</u>	<u>Income/Expenditure</u> <u>s to date</u>	<u>% To date</u>	<u>Projected</u>	<u>Projected as</u> <u>% of Budget</u>
Equipment & Tools, Expensed:	6320			1,000				
Alarm Services:	6335	6,738	5,146	5,700	2,710	47.54%	5,420	95.08%
Landscaping:	6337	4,080	2,280	2,400	1,062	44.25%	2,124	88.50%
Pumping Fuel & Electricity:	6410	36,043	39,312	41,000	16,580	40.44%	33,160	80.88%
Maintenance, Collection System:	6660			10,000				
Fuel:	6810	878	988	1,000	207	20.67%	413	41.34%
Truck Equipment, Expensed:	6820	71	2	160				
Truck Repairs:	6830	331	780	1,000	239	23.91%	478	47.81%
SAM Collections:	6910	321,608	232,841	328,036	138,610	42.26%	277,220	84.51%
SAM Operations:	6920	677,904	1,625,331	1,249,147	520,478	41.67%	1,040,956	83.33%
SAM Maintenance, Collection System:	6940			40,000				
SAM Maintenance, Pumping:	6950			50,000	12,025	24.05%	24,050	48.10%
Depreciation:	5260		555,756					
Total Operations Expense:		1,484,721	3,249,479	2,441,292	1,027,023	42.07%	2,054,045	84.14%
Net Change in position from Operations:		905,751	(750,210)	457,433	498,002	108.87%	996,003	217.74%
Non Operating Revenue / Expense								
Connection Fees, Residential New Const:	7110	140,090	221,658	144,600	56,907	39.36%	113,815	78.71%
Connection Fees, Residential Remodel:	7120	35,740	7,605	50,000	7,996	15.99%	15,992	31.98%
LAIF, Interest:	7200	32,034	41,070	25,000	44,567	178.27%	89,135	356.54%
Total Non Operating Revenue:		207,864	270,333	219,600	109,471	49.85%	218,942	99.70%
Financing Expense								
PNC Equipment Lease:	9125	19,545	18,222	16,826	8,606	51.15%		
Capital Assessment, SAM:	9175	113,432	121,345					
I-Bank Loan:	9200	24,853	23,996	23,481	1,264	5.38%		
Total Financing Expense:		157,830	163,563	40,307	9,869	24.49%		
Net Change in position from Non Operating		50,034	106,770	179,293	99,602		218,942	
Continued for CIP and Contingency Reserve:		955,785	(643,440)	636,726	597,603		1,214,945	
Transfer to CIP:		(955,785)	643,440	(636,726)	(597,603)		(1,214,945)	
Total Net Position Changes/Transfer to reserves:		\$ -	\$ -	\$ -	\$ -		\$ -	



MWSD — Fiscal Year 2017-2018 budget review as of December 31, 2017 - WATER ENTERPRISE

<u>Operating Revenue</u>	<u>GL Codes</u>	<u>2016-17</u> <u>Actual</u>	<u>2017-18</u> <u>Actual</u>	<u>Budgeted amounts</u> <u>2018-19</u>	<u>Income/Expenditu</u> <u>res to date</u>	<u>% To date</u>	<u>Projected</u>	<u>Projected as %</u> <u>of Budget</u>
Cell Tower Lease:	4220	34,427	35,632	35,500	18,277	51.49%	36,555	102.97%
Administrative Fees (New Construction):	4410	7,292	4,545	5,500	1,563	28.42%	3,126	56.84%
Administrative Fees (Remodel):	4420	0	1,679	900	0	0.00%	0	0.00%
Inspection Fees (New Construction):	4430	6,888	4,293	5,000	1,480	29.60%	2,960	59.20%
Inspection Fees (Remodel):	4440	460	1,908	650	0	0.00%	0	0.00%
Remodel Fees:	4460	9,732	1,593		1,535	100.00%	3,069	100.00%
Other Fees:	4470		2,832		2,130	100.00%	4,260	100.00%
Grants:	4510				280	100.00%	560	100.00%
Property Tax Receipts:	4610	14,816	367,805	275,000	137,300	49.93%	274,600	99.86%
Testing, Backflow:	4740	1,771,239	17,858	16,000	7,476	46.73%	14,952	93.45%
Water Sales:	4810		1,922,676	1,915,496	1,008,161	52.63%	2,016,323	105.26%
Water Sales, Fire Protection:	4820					0.00%	0	0.00%
Water Sales Refunds, Customer:	4850	(2,993)	(1,488)	(3,000)	(2,235)	74.49%	(4,469)	148.98%
Other Revenue:	4990	10,820	1,180		3,321	100.00%	6,643	100.00%
Total Operating Revenue:		1,852,681	2,360,513	2,251,046	1,179,289	52.39%	2,358,579	104.78%
<u>Operating Expenses</u>								
Bank Fees:	5190	6,743	1,618	3,500	1,182	33.77%	2,364	67.54%
Board Meetings:	5210	4,169	1,836	4,000	430	10.76%	861	21.51%
Director Fees:	5220	2,665	3,900	3,300	1,013	30.68%	2,025	61.36%
Election Expenses:	5230	4,860				0.00%	0	0.00%
CDPH Fees:	5240		10,832	15,500	2,286	14.75%	4,572	29.50%
Conference Attendance:	5250	850	5,697	6,000	112	1.86%	223	3.72%
Information Systems:	5270	2,973	9,488	3,000	1,080	35.98%	2,159	71.97%
Fidelity Bond:	5310			500	438	87.50%	875	175.00%
Property & Liability Insurance:	5320	3,758		2,700	2,215	82.04%	4,430	164.07%
LAFCO Assessment:	5350	2,048	2,208	2,500		0.00%	0	0.00%
Meeting Attendance, Legal:	5420	6,480	3,211	8,500	14	0.16%	27	0.32%
General Legal:	5430	57,788	23,868	60,000	11,163	18.60%	22,325	37.21%
Litigation:	5440		775		6,785	100.00%	13,570	100.00%
Maintenance, Office:	5510	8,678	5,561	8,000	6,405	80.06%	12,810	160.12%
Memberships:	5530	17,679	20,298	20,500	18,866	92.03%	37,732	184.06%
Office Supplies:	5540	7,638	8,452	7,000	4,308	61.55%	8,616	123.09%
Postage:	5550	7,168	6,379	7,000	5,598	79.98%	11,197	159.95%
Printing & Publishing:	5560	1,356	1,739	2,000	2,115	105.75%	4,230	211.50%
Accounting:	5610	38,950	31,276	30,000	12,700	42.33%	25,400	84.67%
Audit:	5620	13,000	18,000	13,000	5,000	38.46%	10,000	76.92%
Consulting:	5630	36,600	19,678	35,000	6,070	17.34%	12,140	34.69%
Data Services:	5640					0.00%	0	0.00%
Labor & HR Support:	5650	2,349	2,484	2,500	1,221	48.84%	2,442	97.68%
Payroll Services:	5660	942	940	1,000	435	43.54%	871	87.07%
Other Professional Services:	5690	132				0.00%	0	0.00%
San Mateo Co. Tax Roll Charges:	5710	119			119	100.00%	238	100.00%
Telephone & Internet:	5720	22,304	22,460	25,000	11,979	47.91%	23,957	95.83%



MWSD — Fiscal Year 2017-2018 budget review as of December 31, 2017 - WATER ENTERPRISE

Operating Revenue	GL Codes	2016-17	2017-18	Budgeted amounts	Income/Expenditu	% To date	Projected	Projected as %
		Actual	Actual	2018-19	res to date			
Mileage Reimbursement:	5730	1,648	564	2,000	1,129	56.44%	2,258	112.89%
Reference Materials:	5740	23		800	0	0.00%	0	0.00%
Other Administrative:	5790	2,147	615		624	100.00%	1,248	100.00%
CalPERS 457 Deferred Plan:	5810	36,418	37,021	43,029	17,256	40.10%	34,513	80.21%
Employee Benefits:	5820	76,378	74,878	80,058	40,972	51.18%	81,943	102.36%
Disability Benefits:	5830	3,366	3,366	4,288	1,403	32.71%	2,805	65.42%
Payroll Taxes:	5840	38,090	39,499	48,760	17,944	36.80%	35,887	73.60%
Worker's Compensation Insurance:	5960	14,423	19,208	23,317	0	0.00%	0	0.00%
Management:	5910	99,563	114,908	103,725	52,136	50.26%	104,271	100.53%
Staff :	5920	347,037	360,388	426,804	177,651	41.62%	355,301	83.25%
Staff Certification:	5930	9,125	10,042	11,400	4,300	37.72%	8,600	75.44%
Staff Overtime:	5940	52,690	42,425	69,334	25,302	36.49%	50,605	72.99%
Staff Standby:	5950	23,830	25,125	26,123	12,227	46.81%	24,454	93.61%
District sponsored Defined Benefit Plan (PARS):	5850	(150,932)	31,691	35,734	15,096	42.25%	30,192	84.49%
Backflow Prevention:	6160	892	473	1,000	0	0.00%	0	0.00%
Claims, Property Damage:	6170	175	0	10,000	22	0.22%	44	0.44%
SCADA Maintenance:	6185	20,505	9,802	10,000	12,061	120.61%	24,121	241.21%
Education & Training:	6195	8,131	9,911	9,000	2,587	28.75%	5,174	57.49%
Meeting Attendance, Engineering:	6210		16	500	0	0.00%	0	0.00%
General Engineering:	6220	4,029	8,503	45,000	10,593	23.54%	21,186	47.08%
Water Quality Engineering:	6230	138,939	178,764	100,000	177,630	177.63%	355,260	355.26%
Equipment & Tools, Expensed:	6320	2,962	7,441	5,000	5,105	102.10%	10,209	204.19%
Alarm Services:	6335	777	671	800	359	44.88%	718	89.76%
Landscaping:	6337	7,102	5,947	6,000	2,430	40.50%	4,860	81.00%
Facilities other:	6330					0.00%	0	0.00%
Lab Supplies & Equipment:	6370	178	3,698	2,000	1,687	84.37%	3,375	168.74%
Meter Reading:	6380	119	21			0.00%	0	0.00%
Pumping Fuel & Electricity:	6410	82,730	68,177	90,000	32,175	35.75%	64,350	71.50%
Pumping Maintenance, Generators:	6420	12,118	7,777	10,000	7,446	74.46%	14,891	148.91%
Pumping Maintenance, General:	6430	4,969	4,137	5,000	208	4.15%	415	8.30%
Pumping Equipment, Expensed:	6440		210	700	0	0.00%	0	0.00%
Maintenance, Raw Water Mains:	6510	1,421	1,474	2,100	1,644	78.30%	3,288	156.59%
Maintenance, Wells:	6520	1,466	16,851	10,000	2,382	23.82%	4,763	47.63%
Water Purchases:	6530	34,292	25,508	40,000	6,781	16.95%	13,563	33.91%
Hydrants:	6610	3,819	408	1,000	(570)	-57.00%	(1,140)	-114.00%
Maintenance, Water Mains:	6620	75,576	39,633	50,000	12,714	25.43%	25,429	50.86%
Maintenance, Water Service Lines:	6630	4,206	12,389	20,000	37	0.18%	74	0.37%
Maintenance, Tanks:	6640	71	741	1,000	0	0.00%	0	0.00%
Maintenance, Distribution General:	6650	5,220	273	7,000	0	0.00%	0	0.00%
Maintenance, Collection System:	6660						0	
Meters:	6670	10,719	2,373	2,500	2,629	105.16%	5,258	210.31%
Chemicals & Filtering:	6710	11,660	18,681	30,000	1,543	5.14%	3,086	10.29%
Maintenance, Treatment Equipment:	6720	4,724	10,508	4,000	10,644	266.09%	21,287	532.18%
Treatment Analysis:	6730	24,653	35,504	42,000	15,424	36.72%	30,848	73.45%
Uniforms:	6770	10,560	11,166	12,000	5,191	43.26%	10,383	86.52%
Fuel:	6810	6,143	5,598	8,000	2,934	36.67%	5,867	73.34%



MWSD — Fiscal Year 2017-2018 budget review as of December 31, 2017 - WATER ENTERPRISE

<u>Operating Revenue</u>	<u>GL Codes</u>	<u>2016-17</u> <u>Actual</u>	<u>2017-18</u> <u>Actual</u>	<u>Budgeted amounts</u> <u>2018-19</u>	<u>Income/Expenditu</u> <u>res to date</u>	<u>% To date</u>	<u>Projected</u>	<u>Projected as %</u> <u>of Budget</u>
Truck Equipment, Expensed:	6820	496	12	1,000	109	10.86%	217	21.73%
Truck Repairs:	6830	2,316	4,422	5,000	1,398	27.95%	2,795	55.90%
Other Operations:	6890	18,301	240		43	100.00%	87	100.00%
Depreciation:	5260	949,538	972,113					
Amortization:	5265	23,408	33,689					
Total Operations Expense:		2,275,268	2,457,561	1,666,472	782,775	46.97%	1,565,550	93.94%
Net Change in position from Operations:		(422,587)	(97,048)	584,574	396,514	67.83%	793,029	135.66%
Non Operating Revenue / Expense								
Connection Fees, Residential New Const:	7110	130,171	145,168	173,020	36,660	21.19%	73,320	42.38%
Connection Fees, Residential Remodel:	7120	25,921				0.00%	0	0.00%
Connection Fees, Residential Fire:	7130	52,693	118,691	80,000	29,323	36.65%	58,645	73.31%
Connection Fees, Residential Remodel Fire:	7140		12,893		2,032	100.00%	4,065	100.00%
Connection Fees, Well Conversion:	7150		7,800			0.00%	0	0.00%
General Obligation Bonds, Assessment Receipts:	7600	1,253,111	1,226,216	1,150,436	576,412	50.10%	1,150,436	100.00%
Total Non Operating Revenue:		1,461,897	1,510,768	1,403,456	644,427	45.92%	1,286,466	91.66%
Financing Expenses								
PFP Connection Expenses:	9075				6,135	100.00%	12,270	100.00%
General Obligation Bonds:	9100	286,455	265,164	252,521	20,594	8.16%	252,521	100.00%
PNC Equipment Lease:	9125	19,545	18,222	16,826	8,606	51.15%	16,826	100.00%
State Revolving Fund Loan:	9150	90,816	83,943	78,455	39,938	50.91%		0.00%
Conservation Program/Rebates:	9210	1,129	1,400	2,000	1,300	65.00%		0.00%
Total Financing Expense:		397,944	368,729	349,802	76,573	21.89%	281,617	80.51%
Net Change in position from Non Operating		1,063,952	1,142,039	1,053,654	567,854		1,004,849	
Continued for CIP and Contingency Reserve:		641,366	1,044,991	1,053,654	964,368		1,797,878	
Transfer to CIP:		(641,366)	(1,044,991)	(1,053,654)	(964,368)		(1,797,878)	
Total Net Position Changes/Transfer to reserves:		\$ -	\$ -		\$ -			

Sewer

Personnel

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

Professional Services

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

Facilities & Administration

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

Engineering

Meeting Attendance, Engineering:	6210
General Engineering:	6220

Pumping

Pumping Fuel & Electricity:	6410
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Sewer Authority Mid-Coastside

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

All other Accounts

Bank Fees:	5190
Board Meetings:	5210
Director Fees:	5220
Election Expenses:	5230
Conference Attendance:	5250
Information Systems:	5270
Fidelity Bond:	5310
Property & Liability Insurance:	5320
LAFCO Assessment:	5350
Meetings, Local:	5520
San Mateo County Tax Roll Charges:	5710
Mileage Reimbursement:	5730
Reference Materials:	5740
Claims, Property Damage:	6170
Education & Training:	6195
Equipment & Tools, Expensed:	6320
Pumping Fuel & Electricity:	6410
Maintenance, Collection System:	6660
Fuel:	6810
Truck Equipment, Expensed:	6820
Truck Repairs:	6830
Total Other Operations:	6890

Water

Personnel

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

Professional Services

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

Facilities & Administration

Alarm Services:	6335
Landscaping:	6337
Office Supplies:	5540
Postage:	5550
Printing & Publishing:	5560
Fidelity Bond:	5310
Maintenance, Office:	5510
Telephone & Internet:	5720
Other Administrative:	5790

Engineering

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

Pumping

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

Supply

Maintenance, Raw Water Mains:	6510
Maintenance, Wells:	6520
Water Purchases:	6530

Collection/Transmission

Hydrants:	6610
Maintenance, Water Mains:	6620
Maintenance, Water Service Lines:	6630
Maintenance, Tanks:	6640
Maintenance, Distribution General:	6650
Meters:	6670

Treatment

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

All other Accounts

Bank Fees:	5190
Board Meetings:	5210
Director Fees:	5220
Election Expenses:	5230
CDPH Fees:	5240
Conference Attendance:	5250
Information Systems:	5270
Property & Liability Insurance:	5320
LAFCO Assessment:	5350
Meetings, Local:	5520
Memberships:	5530
Mileage Reimbursement:	5730
Reference Materials:	5740
Backflow Prevention:	6160
Claims, Property Damage:	6170
SCADA Maintenance:	6185
Internet & Telephone, Communications:	6187
Education & Training:	6195
Equipment & Tools, Expensed:	6320
Lab Supplies & Equipment:	6370
Meter Reading:	6380
Uniforms:	6770
Fuel:	6810
Truck Equipment, Expensed:	6820
Truck Repairs:	6830
Other Operations:	6890



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 21, 2018**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

SUBJECT: SAM Budget Process Update.

At the March 11, 2019 SAM Board Meeting a portion of the annual SAM Budget containing O&M and Infrastructure portions were approved to be sent to the member agencies. The remaining portion, Collections Services, will be brought to the SAM board at the March 25 SAM meeting.

Staff anticipates that the entire draft SAM budget will be presented to the MWSD board at the April 4 meeting.

RECOMMENDATION:

This is for information only.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 21, 2019**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Review and Possible Action Concerning CASA
Outreach Opposing SB 332.**

Senate Bill 332 was introduced by Senators Hertzberg and Wiener would mandate a reduction of ocean discharge by 50% by 2030 and 95% by 2040. The bill aims to maximize the use of recycled water. However, a one size fits all approach for the various agencies in California with many different circumstances is questionable. The approach doesn't take local circumstances and technical realities into consideration, like the availability to distribute and use recycled water and could result in huge cost burdens to some agencies, like MWSD.

The California Association of Sanitation Agencies (CASA) is suggesting to oppose the bill.

RECOMMENDATION:

Authorize the General Manager to submit an opposition letter to SB 332

Attachment



March 11, 2019

The Honorable Ben Allen, Chair
Senate Environmental Quality Committee
State Capitol, Room 2205
Sacramento, CA 95814

RE: SB 332 (Hertzberg & Wiener): Oppose

Dear Senator Allen:

The coalition of undersigned associations respectfully opposes SB 332 (Hertzberg). As introduced, this measure would mandate wastewater treatment agencies that discharge treated effluent to saline waters, oceans, bays and estuaries to reduce their discharges by 50% of baseline volume by January 1, 2030, and by 95% of baseline volume by January 1, 2040. The bill would also declare that discharge from ocean outfalls is a “waste and unreasonable use” of water and impose penalties of \$2,000/acre-foot of water discharged above the reduction requirement.

Our coalition strongly supports maximizing water recycling and represents virtually all of the agencies at the forefront of advanced water treatment and reuse in the state. The provisions proposed in SB 332 could significantly disrupt existing efforts to promote recycled water production and use, as well as innovative reuse projects currently being planned and implemented. As a community we are fully supportive of recycled water projects where they are financially viable, where there are opportunities for beneficial use, and where watershed conditions are present to maximize supplies of this water.

California has a significant number of wastewater ocean and bay dischargers, and they vary dramatically in terms of treatment capacity, discharge, and the amount of recycling that occurs. Each watershed, region, treatment facility, and outfall is different, and the capability to beneficially reuse wastewater varies widely as well. Reliable and feasible end uses for recycled water are not always available and depend on factors other than simply the discharger’s technical ability to supply recycled water.

For this reason, a mandate on every ocean and bay discharger in the state is simply unworkable. In many circumstances, regional demand may not exist to reuse 95 percent of an agency’s ocean discharge. In addition, recharge and reuse options may be unavailable or infeasible for a variety of reasons, such as geographical or legal constraints in the watershed. Furthermore, distribution can require complex arrangements between water recyclers and water purveyors, brine management may present significant issues in some areas, and public acceptance of beneficial reuse of wastewater remains an obstacle. These challenges exist and require a regional approach to the management of recycled water supplies.

There are also a host of other considerations and decisions that agencies must make when prioritizing capital expenditures, including projects critical to public health and environmental protection, not all of which can or should be delayed at the expense of trying to meet a mandate to reuse all treated wastewater.

As of today, the regulatory framework necessary for agencies to plan and implement projects to manage the massive volumes of water contemplated in SB 332 does not exist. Existing beneficial reuse options are limited and could not be utilized to manage such a vast quantity of water. Instead, every agency would necessarily need to implement large scale potable reuse projects. The State Water Board is charged with developing regulations for Direct Potable Reuse by 2023. Until that regulatory scheme has been developed it will be nearly impossible for agencies to plan for, let alone implement, projects to meet the mandate deadlines in SB 332. If the regulations are completed on schedule, agencies would then have a seven year window to plan, approve, execute and operate new infrastructure that would dramatically shift their day to day operations. To put this in perspective, some of the most ambitious recycling projects underway in the state currently have 20 to 30 year project schedules, and when fully operational will still not meet the discharge mandate proposed in the bill. Furthermore, no consideration is being given to these ambitious projects in the development of baseline discharge metrics, nor to other innovative project components such as stormwater capture and treatment.

California is already aggressively pursuing maximized water recycling as a regulatory priority. The State Water Board recently adopted revisions to its Recycled Water Policy that, for the first time, require wastewater treatment plants and recycled water producers to report the volume of wastewater treated and discharged, specify the level of treatment, and identify the volume of recycled water produced. The policy also requires annual reporting of monthly volume of treated wastewater discharged to the environment, which will be used to estimate the amount of wastewater that may be available to recycle.

There are numerous technical realities in the wastewater treatment and management processes that have not been considered in SB 332. The bill lacks consideration of major operational issues surrounding brine management, wet weather influent management, existing regulatory constraints relative to minimum flows, and other real and substantive conflicts with how wastewater agencies function in their communities. These technical issues are vast, far reaching, and vary based on the regional watershed and individual permitting levels.

It is important to note that some of California's most ambitious policy goals are not accounted for in SB 332, and we believe the implementation of the proposed mandate would have far reaching impacts that are contrary to those goals. For example, California is a leader on climate change mitigation and adaptation and has taken several steps in recent years to curb emissions and transition to a more sustainable future. SB 332 could adversely impact those efforts by increasing the emissions associated with advanced wastewater treatment and the associated energy demand required to move the high volumes of water over or across a variety of geographical settings.

California is simultaneously pursuing policies to make living more affordable for all residents of the state. Unfortunately, SB 332 makes no consideration of the impacts that the massive proposed infrastructure would have on rate increases in the immediate future for a significant portion of the state's population, including some of the most disadvantaged communities in California. The proposed mandate would require rate increases in the order of hundreds of dollars per month per household in the impacted communities. The rate implications would likely have a trickle-down effect of impacting housing affordability as well, as connection fees and ongoing rates would necessarily increase living expenses and the cost of new development in impacted areas.

Finally, as California grapples with how to provide safe, affordable, clean drinking water for all, this bill would unnecessarily create additional strain on the limited resources available to fund clean water projects. To the extent that coastal agencies seeking to meet this mandate would be expected to apply for and absorb the limited existing grant and loan opportunities available to them, this would inevitably draw funds away from numerous inland areas (such as the Central Valley) where there are so many urgent drinking water and clean water priorities in need of funding.

Our initial estimate is that implementing the mandate in SB 332 is expected to cost local water and wastewater agencies across the state more than \$20 billion to comply. That burden would necessarily be borne by ratepayers, and the magnitude of the rate impacts to individual households and businesses in impacted communities would be staggering.

As stated above, our organizations are at the forefront of water recycling innovation, and we share the goal of maximizing recycled water to the fullest extent feasible in California. Unfortunately, SB 332 does not provide a workable pathway toward achieving that goal, so we must respectfully oppose the bill. Thank you for your consideration of our concerns.

Sincerely,



Jessica Gauger
California Association of Sanitation Agencies



Danielle Blacet
California Municipal Utilities Association



Rylan Gervase
California Special Districts Association



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **March 21, 2019**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

SUBJECT: General Manager's Report

Water Operations: The General Manager participated in the supervision of the water operations and training of new employees. On Sunday night, March 3, the General Manager participated in the assessment of a water leak on airport property.

Construction of the new Airport 3 Treatment Plant is close to completion.

The 2018 Sewer Main Replacement Project is also close to completion. A waterline section on Hawthorne Street had to be relocated last week to accommodate the new sewer mainline.

The Highway 1 crossing Sewer Project has also not been completed at this time. The contractor is currently addressing compaction issues on MWSD property.

The Wagner Well site and pipeline replacement project is advertised for bid.

Attended Meetings:

On March 1 the General Manager attended an annual meeting with the ACWA regional affairs coordinator to receive an update on ACWA business.

On March 20 the General Manager and all MWSD staff attend Emergency Preparedness Training.

In addition, the General Manager attended phone calls and conferences with consultants, directors, and customers.

Conferences: The General Manager will attend the American Water Works Association Spring Conference in Sacramento from March 25 – 28.

Open Operator Position: Interviews were scheduled for March 12. However, all qualified candidates canceled. The District has not been able to fill the position since 2018.

RECOMMENDATION:

This is for Board information only.