



Montara Water and Sanitary District

Serving the Community of Montara and Moss Beach

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

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

AGENDA

District Board of Directors

8888 Cabrillo Highway
Montara, California 94037

October 19, 2023 at 7:30 p.m.

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

ZOOM MEETING INFORMATION:

WEBSITE: <https://us02web.zoom.us/j/89044646334?pwd=eTZQWFg5OHdjZkNjd3NaVHYxQmtVQT09>

MEETING ID: 890 4464 6334

Password: 753517

CALL IN PHONE NUMBER: +1 669 900 9128

INSTRUCTIONS for remote access are available at <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>. You also may view video during the meeting via live stream or after the meeting at <https://videoplayer.telvue.com/player/wuZKb9gwEY7sMACIIsr7VSJqIB35kNZA/stream/159?fullscreen=true&showtabssearch=false&autostart=false>. If you experience technical difficulties or have technical questions prior to or during the meeting, please contact MWSD's IT support at (650) 728-7843. Note: Public participation is not permitted during closed session discussion items.

Public Comment

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

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

CALL TO ORDER

ROLL CALL

PRESIDENT'S STATEMENT

ORAL COMMENTS (Items other than those on the agenda)

PUBLIC HEARING

CONSENT AGENDA

OLD BUSINESS

NEW BUSINESS

1. [Review and Possible Action Concerning Review of Recology 2024 Solid Waste Rate Increase](#)
2. [Review and Possible Action Concerning Approval of Preliminary Funding Commitment for The Vallemar Sewer and Water Relocation Project](#)

REPORTS

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

3. CSDA Report (Slater-Carter).
4. LAFCo Report (Slater-Carter).
5. Attorney's Report (Fitzgerald).
6. Directors' Reports.
7. General Manager's Report (Heldmaier).

FUTURE AGENDAS

CONVENE IN CLOSED SESSION

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

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

Case Name: *In re: Aqueous Film-Forming Foams Products Liability Litigation, MDL No. 2:18-mn-02873* (City of Camden, et al., v. 3M Company, No. 2:23-cv-03147-RMG, United States District Court, District of South Carolina, Charleston Division)

CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION (Government Code §54956.9(d)(4)) Initiation of Litigation (2 potential cases)

REPORT OF ACTION TAKEN IN CLOSED SESSION, IF ANY

ADJOURNMENT

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



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **October 19, 2023**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

**SUBJECT: Review and Possible Action Concerning Review
of Recology 2024 Solid Waste Rate Increase**

In accordance with the existing franchise agreement, Recology provided financial information to the District for the requested 6.00% 2024 rate increase.

The District's accountants RVE Accounting & Advisory was asked to apply procedures to identify any mistakes associated with documents and calculations used by Recology to determine the 2024 Rate year adjustment factor.

For rate year 2024, our contract with Recology stipulates the utilization of an index-based calculation as compared to a cost-based calculation, which occurs every third year.

Index-based adjustment years provide good faith presentations of Recology's expenses and applies various CPI increases to determine the rate for the calendar year.

For rate year 2024, Recology calculated an increase of 7.87%, however, due to the most recent agreement, a 6% cap was placed on the overall rate, with the remaining 1.87% transferring to rate year 2025.

Staff prepared a draft Prop 218 notice for a Public Hearing on December 21, 2023.

RECOMMENDATION:

Receive RVE Accounting & Advisory Consultant's Report on the review of the suggested rate increase and associated information and authorize distribution of the Prop 218 notice.

Attachments.



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **October 19, 2023**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

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

Honorable Members
of the Board of Directors
Montara, California

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

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

1. We obtained the Franchise Agreement between *The Montara Water and Sanitary District (Montara) and Recology of the Coast for Solid Waste and Recycling Services, effective October 1, 2013 (Agreement)* as well as the First Amendment to Franchise Agreement effective October 1, 2017, covering rate years 2018 through 2028, in order to gain an understanding of the terms, fees, services and reporting requirements outlined.
2. We obtained the outline for the calculation utilized to determine the year 2024 Rate Adjustment calculation, referred to as Exhibit E.
3. We independently located and downloaded agreed upon indices used by Recology to determine the rate for agreement year 2024 from the US Bureau of Labor and Statistics and US Energy Information Administration.
4. We confirmed the correct indices were utilized for the correct periods for the purpose of calculating the 2024 rate.

5. We re-calculated 2024 indices percentage change from prior year, as well as calculations and formulas utilized in Exhibit E to apply CPI index-based increases to operational expenses.

Results: We reviewed the Franchise Agreement between the District and Recology of the Coast (Recology) and noted that service rates are to change annually. We also noted that commencing January 1, 2024, updated service rates are to be determined by utilizing the "index-based" methodology.

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

Deviation: Recology did not apply the 6% rate cap to the 2024 rate and instead proposed the full index based rate increase of 7.87%. The issue was discussed and resolved with Recology and the 6% rate increase was provided.

Conclusion: By applying the procedures identified above, we detected no deviations between the calculations prepared by Recology, and the terms of the Franchise Agreement.

Consultant's Recommendations: Factors which represent a critical component of the rate calculation were not audited and are based on good faith disclosures by Recology. The District may consider having the following data subjected to more thorough testing:

Disposal volume data: The rate year index adjustment is mainly predicated upon index changes from year to year, however, Organics Processing and Recyclable Material Processing costs are passed through to the District and calculated by utilizing monthly volumetric data. Tonnage for the periods in question cannot be tested with the procedures applied.

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



September 25, 2023



Montara Water & Sanitary District

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

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

HEARING DATE: Thursday, December 21, 2023

HEARING TIME: 7:30 p.m.

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

(Adjacent to the Point Montara Lighthouse & Hostel)

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

Dear Property Owner or Customer,

Montara Water and Sanitary District (MWSD) is proposing to adopt a 6.00% increase in garbage collection, recycling and disposal fees and charges for those services furnished by Recology of the Coast (Recology) under a franchise agreement with the District. The rates are proposed to go into effect on January 1, 2024.

The 2024 proposed increase is based off of an index-based growth factor and is not cost-based.

What Do the Solid Waste Fees and Charges Pay for?

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

How Can Customers Reduce Garbage Collection Fees and Charges?

By switching from a 32-gallon garbage collection receptacle to a 20-gallon receptacle, your new monthly collection fee charge would be \$33.09 instead of \$40.55. Currently in the MWSD service area, only a small percentage of customers use 20-gallon cans.

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

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

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

PLEASE CONTACT US IF YOU HAVE QUESTIONS OR COMMENTS

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

Proposed Garbage Collection, Recycling and Disposal Fees

The District is proposing an increase to garbage collection, recycling and disposal fees to cover costs of service and equipment replacement by Recology of the Coast beginning Jan. 1, 2024, as described on these pages.

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

RESIDENTIAL	2023	2024
1. Basic, weekly collection of a single container placed in front of premises, wet and dry garbage ("first can service") in wheeled carts:		
One 20-gallon can collected once per week	\$31.22	\$33.09
One 32-gallon can collected once per week	\$38.25	\$40.55
One 64-gallon can collected once per week	\$125.68	\$133.22
2. Special Services (charges added to above, basic charges)		
Container placed at side or rear of dwelling - per container	\$9.56	\$10.13
Container not placed at specified collection point and return call required - per container	\$19.96	\$21.16
Extra 30-gallon bag with collection (excludes 20-gallon cart service) - per bag	\$10.31	\$10.93
Special collections combined with regular service, including collections for brush, yard clippings, boxes, etc.	Estimate	Estimate
3. Bulky goods dropoff service four times a year within Montara District limits, including greenwaste and motor oil in Recology provided bottles only	Included w/service	Included w/service
4. Weekly commingled recyclable materials collection (64-gallon wheeled cart)	Included w/service	Included w/service
5. Weekly food waste and green material collection, limited to one 96 gallon container provided by Recology	Included w/service	Included w/service
6. Bulky goods curbside collection service, limited to four (4) times a year One item up to 200 lbs or five, 30-gallon bags	Included w/service	Included w/service
7. Drop-off at Recycling Yard in Pacifica of motor oil, latex and oil paint, unpainted lumber, large pieces of metal, styrofoam, e-waste, large white goods, furniture, mattresses, large amounts of recyclable materials	Included w/service	Included w/service
8. Christmas trees free of charge thru January 31st	Included w/service	Included w/service
After January 31st charge is \$20 per tree for removal	\$20.00	\$20.00

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

Most residential customers only use weekly collection for a 32-gallon can, which would be \$40.55 per month starting January 1, 2024.

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

MULTI-FAMILY, COMMERCIAL AND INDUSTRIAL SERVICE	2023	2024
1. Service to restaurants, hotels, cafes, apartment houses, stores and similar places of business, factories, schools and institutions, wet and dry garbage-container limits: volume - 30-gal. cans (1/4 cu. Yd.), weight - 75 lbs.		
One 64-gallon can collected once per week	\$150.91	\$159.96
One 96-gallon can collected once per week	\$246.94	\$261.76
Additional 64- or 96-gallon commercial carts picked up more than once a week will be original charge times the number of pickups	Will Vary	Will Vary
2. Commercial Container Rental		
1 cubic yard box per month	\$68.66	\$72.78
2 cubic yard box per month	\$89.00	\$94.34
3. Commercial Container Collections		
1 cubic yard box per collection	\$58.01	\$61.49
2 cubic yard box per collection	\$115.43	\$122.36
4. Compacted Commercial Container Service		
1 cubic yard box per collection	\$113.24	\$120.03
2 cubic yard box per collection	\$228.74	\$242.46
5. Recycled materials collection up to five times a week	Included w/service	Included w/service

DEBRIS BOX SERVICE	2023	2024
1. Containers of 7, 14, 20 and 30 yard sizes		
Container rental and delivery and pickup charge	\$456.05	\$483.41
Additional \$67 fee per ton confirmed by disposal site weight slip	Tonnage Based	Tonnage Based

SPECIAL PROVISIONS (PGE CARE PROGRAM)	2023	2024
1. Financial hardship rate for weekly collection for single container placed in front of premises, wet and dry garbage		
15% reduction 20-gallon can	\$26.53	\$28.12
15% reduction 32-gallon can	\$31.47	\$33.36

How to Protest the Proposed Rate Increases

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

Written protests may be mailed to: District Clerk, Montara Water and Sanitary District, P.O. Box 370131, Montara, CA 94037-0131. Written protests may also be delivered to the District's headquarters at 8888 Cabrillo Highway. All written protests must be submitted prior to the close of the Public Hearing on **December 21, 2023.**



Montara Water and Sanitary District

PRSRT STD
U.S. POSTAGE
PAID
XXX

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

DIRECTORS

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

GENERAL MANAGER

Clemens Heldmaier

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

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

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

QUESTIONS OR COMMENTS?

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

Email: mwsd@coastside.net

Write: PO Box 370131,
Montara, CA 94037

Web: www.mwsd.montara.org

Attend: Public Hearing on
Thursday, December 21, 2023 at
7:30 PM at:

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

Reasons for the Rate Increases:

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

The 2024 proposed increase is based off of an index-based growth factor and is not cost-based. Rates in the Montara service area will remain below average in San Mateo County. The District will audit costs to ensure they are appropriate, and to maintain garbage service quality and keep customer bills low.



September 1, 2023

Clemens Heldmaier
General Manager
Montara Water and Sanitary District
8888 Cabrillo Hwy
Montara, CA 94037

Re: 2024 Index Based Rate Application

Dear Mr. Heldmaier :

As outlined in Article 6 and Exhibit E of the franchise agreement, we have completed the annual rate application. The overall rate increase effective January 1, 2024 has been calculated at 7.87%. Enclosed is an MS Excel file with the following information for your consideration:

Tab#1 – RY24 Index Change - This is the summary schedule showing the approved costs from the prior rate year being escalated by the change in the various CPI indexes and changes to the tonnage collected. The overall rate increase of 7.87% is being driven by higher than normal increases in the fuel index and increased organics processing costs.

Tab#2 – RY24 Indices – This tab shows the individual indexes and the year-over-year percentages applied in the first tab. The following indexes values were calculated;

1. CPI-W came in at 5.48%
2. CPI-U came in at 5.47%
3. FUEL came in at 24.88%
4. Motor Vehicle Maint & Repair came in at 10.92%
5. CBA wages came in at 3.23%, Health Insurance is 1.86% & Pension is 7.05%

Tab#3 – BLS Info – This tab contains the raw data downloaded from the U.S. Bureau of Labor Statistics.

Tab#4-California No 2 Diesel – This tab shows the data for fuel downloaded from the U.S. Energy Information Administration.

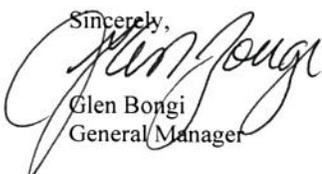
Tab#5-Organics Recyclables Data – This tab shows the historical total Organics tonnages collected from 5/1/22 through 4/30/23 and the rates paid, plus the projected 2024 rate. There is a significant increase in the per ton processing costs due to Ox Mountain's processing procedure no longer qualifying for diversion credit under SB1383. The closest qualifying location, who is currently able to accept our organics volume, is the SBWMA facility in San Carlos.

This tab also shows the historical total Recyclable tonnages collected from 5/1/22 through 4/30/23 and the rates paid, plus the projected 2024 rate.

Tab#6-Disposal Summary – This tab shows the historical Disposal, Organics and Recyclables tonnages collected from 5/1/22 through 4/30/23 and the projected 2024 Disposal rate.

Tab#7-Additional Route for Organics – This tab shows the calculation of the Organics route added as a result of SB 1383.

Please review with your team and let us know if you have any questions or need additional information.

Sincerely,

Glen Bonggi
General Manager

Montara Water and Sanitary District

Proposed Maximum Rates Effective 1/1/24

RY 2024 Rate Adjustment Percentage 6.00%

RESIDENTIAL

	2023 Rates	2024 Rates
1. Weekly collection, single container placed in front of premises, wet and dry garbage ("first can service") in wheeled carts:		
a. Container limits: Volume - 20 gals (3/10 cu yd), up to 40 lbs - per month	\$31.22	\$33.09
b. Container limits: Volume - 32 gals (1/4 cu yd), up to 60 lbs - per month	\$38.25	\$40.55
c. Container limits: Volume - 64 gals (1/2 cu yd), up to 100 lbs - per month	\$125.68	\$133.22
2. Special Services (charges added to above, basic charges):		
a. Container placed at side or rear of dwelling - per container	\$9.56	\$10.13
b. Container not placed at specified collection point and return call required - per container	\$19.96	\$21.16
c. Extra 30 gal bag with collection (excludes 20 gal cart service), per bag	\$10.31	\$10.93
d. Special collections combined with regular service, including collections for brush, yard clippings, boxes, etc.	Estimate	Estimate
3. Bulky goods drop-off service four times per year within Montara District limits including greenwaste and motor oil in Recology-provided bottles only	Included with Service	Included with Service
4. Weekly commingled recyclable materials collection (64 gal wheeled cart)	Included with Service	Included with Service
5. Every other week greenwaste (yard trimmings, etc.) collection, limited to four (4) 30 gal containers - customers own containers	Included with Service	Included with Service
6. Bulky goods curbside collection service, limited to four (4) times per year One item up to 200 lbs or (5)-30 gal bags	Included with Service	Included with Service
7. Dropoff at Recycling yard in Pacifica of motor oil, latex paint, unpainted lumber, large pieces of metal, styrofoam, e-waste, large white goods, furniture, mattresses, large amounts of recyclable materials	Included with Service	Included with Service
8. Christmas tree pick up thru January 31st each year	Included with Service	Included with Service
a. After January 31st charge is \$20 per tree for removal	\$20.00	\$20.00

MULTI-FAMILY, COMMERCIAL AND INDUSTRIAL SERVICE

1. Service to restaurants, hotels, cafes, apartments, stores and similar places of business, factories, schools and institutions, wet and dry garbage - container limits: volume - 30 gal. cans (1/4 cu. yd), weight - 75 lbs		
a. Regular collections:		
1-64 gal collection once per week	\$150.91	\$159.96
1-96 gal collection once per week	\$246.94	\$261.76
b. Additional 64 or 96 gal commercial carts picked up more than once per week will be original charge times the number of pickups	Will vary by size	Will vary by size
2. Commercial Container Rental:		
a. 1 cubic yard box - per mo.	\$68.66	\$72.78
b. 2 cubic yard box - per mo.	\$89.00	\$94.34
3. Commercial Container Collections:		
a. 1 cubic yard box - per collection	\$58.01	\$61.49
b. 2 cubic yard box - per collection	\$115.43	\$122.36
4. Compacted Commercial Container Service:		
a. 1 cubic yard box - per collection	\$113.24	\$120.03
b. 2 cubic yard box - per collection	\$228.74	\$242.46
5. Recyclable material collection up to five times per week	Included with Service	Included with Service

DEBRIS BOX SERVICE

7, 14, 20 and 30 yard containers:		
a. Container rental, delivery and pickup charge	\$456.05	\$483.41
b. \$67 per ton confirmed by disposal site weight slip	Tonnage based	Tonnage based

RESIDENTIAL

2023

2024

Rates

Rates

SPECIAL PROVISIONS

1. Financial hardship rate for weekly collection for single container placed in front of premises, wet and dry garbage 30 gallon can (PGE CARE PROGRAM)
15% reduction



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **October 19, 2023**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

A handwritten signature in black ink, appearing to be 'C Heldmaier'.

SUBJECT: Review and Possible Action Concerning Approval of Preliminary Funding Commitment For The Vallemar Sewer And Water Relocation Project

This item seeks Board certification that the District has sufficient funds in its Sewer Improvement Fund to contribute a share of the cost to plan and design the *Vallemar Sewer and Water Relocation Project* (Project) in collaboration with the San Mateo County Resource Conservation District (RCD). RCD is a special district charged with the protection, conservation, and restoration of natural resources and collaborates with private and public land owners, land managers, public agencies, interest groups, and others to further its charge. RCD applies for and administers state and federal grant funds, including for the planning and design of projects to improve public infrastructure, especially water, wastewater, and stormwater along San Mateo County's Midcoast. Many of these grants have been from the California Coastal Conservancy, a state agency.

The proposed Project involves relocating a sewer main serving approximately 40% of the District's customers (approximately 2,200 people) which is at risk of falling into the ocean due to historic and accelerating coastal erosion. Erosion over the last 65 years since the pipe was installed has caused it to become exposed, damaged, and now at risk of imminent failure. When the pipe inevitably fails, it may further accelerate bluff erosion along 3,000 feet of coastline and will contribute raw sewage to the Fitzgerald Marine Reserve and the Monterey Bay National Marine Sanctuary. Furthermore, failure would cause a catastrophic loss of service to more than half of the District's customers. Failure during an extreme rain event would also affect customers served by integrated infrastructure managed by Granada Sanitary District and Sewer Authority Mid-Coastside, affecting an estimated 24,568 people. There is no redundancy in this portion of the system, meaning there is no other existing route for the sewage when the infrastructure fails.

The proposed Project will design and permit new infrastructure that will move the sewer inland away from exposed coastal areas and provide emergency sewage storage to improve system redundancy. The most likely solution would involve a two-way gravity and pressure sewer pipe installed under Vallemar Street,



MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **October 19, 2023**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

immediately east of the houses and west of/ adjacent to Highway 1. This is the likely alignment because of its location furthest from the eroding cliffs while still proximate to the houses it serves and existing easements/ right-of-way for water infrastructure. Because the new alignment would be above the grade of the homes, the system would require pumps rather than the current gravity-based system. A key consideration in planning and design will be the anticipated longevity of any proposed solution, including projected rates of erosion. Assuming a consistent rate of erosion at .5 feet per year (Michelucci, 2001) and the shortest distance between the bluff and the likely alignment of a new pipe at 100 feet, a realigned sewer main may be expected to be exposed in approximately 200 years.

The proposed Project will complete the technical analyses, designs, community engagement, and permitting to relocate the sewer main, laterals, and pumps; remove one pump station and upgrade another; build sewer storage and redundancy; and connect system elements. Because the presumed new alignment will be along Vallemar Street, the project will also consider moving an existing water main within the same right-of-way several feet over to make room for the sewer line.

RCD proposes to collaborate with the District where RCD will bring experience managing grant-funded planning projects and the District will bring knowledge of its infrastructure, needs and sewer management. RCD estimates the total planning and design costs to be \$1,084,678 and submitted a grant application to the Coastal Conservancy seeking grant funding of \$813,508.20 to apply towards the cost, with the remaining balance to be funded by the District in the amount of \$272,000. In order to move forward, RCD has asked that this Board certify the availability of the District's share of funds. Staff indicates that said funds are available in the District's Sewer Improvement Fund and recommends that the Board adopt the attached Resolution.

RECOMMENDATION:

Adopt Resolution No._____, RESOLUTION OF THE BOARD OF THE MONTARA WATER AND SANITARY DISTRICT CERTIFYING AVAILABILITY OF THE DISTRICT'S SHARE OF FUNDS FOR THE VALLEMAR SEWER AND WATER RELOCATION PROJECT

Attachments.

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF THE MONTARA WATER AND SANITARY DISTRICT CERTIFYING AVAILABILITY OF THE DISTRICT'S SHARE OF FUNDS FOR THE VALLEMAR SEWER AND WATER RELOCATION PROJECT

WHEREAS, the San Mateo Resource Conservation District ("RCD") is a Special District organized under Division 9 of the California Public Resources Code with an original petition granted on July 1, 1939 and is defined in Section 3501 of the Government Code as a public agency; and

WHEREAS, RCD has submitted an application approved by board resolution to the State Coastal Conservancy ("Grant Application"; attached hereto and incorporated herein by this reference) to receive grant funding for the planning and design of the *Vallemar Sewer and Water Relocation Project* ("Project") to relocate a sewer and water main and related appurtenances, owned and operated by the Montara Water and Sanitary District ("District"); and,

WHEREAS, the District supports the Grant Application and wishes to participate with RCD in implementing the planning and design of the Project, including providing a monetary contribution in the amount of \$272,000 ("Contribution Amount"); and,

WHEREAS, RCD requires a resolution from the Board of Directors of the District certifying that the District has or will have sufficient funds to make the Contribution Amount towards the Project as set forth in the Grant Application; and,

WHEREAS, this Board desires to move forward with the Project as set forth in the Grant Application and to certify that it has sufficient funds in the District's Sewer Improvement Fund for the Contribution Amount as long as Grant Application funding is awarded within one (1) year from the adoption of this Resolution.

NOW THEREFORE, be it resolved by the Board of the Montara Water and Sanitary District, a public agency in the County of San Mateo, California, as follows:

1. The foregoing recitals are incorporated into these findings by this reference.
2. The District Board endorses the award of grant funding under the Grant Application and certifies that the Contribution Amount under the jurisdiction of the District Board is currently available in the District's Sewer Improvement Fund.

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF THE MONTARA WATER AND SANITARY DISTRICT CERTIFYING AVAILABILITY OF THE DISTRICT'S SHARE OF FUNDS FOR THE VALLEMAR SEWER AND WATER RELOCATION PROJECT

3. The Contribution Amount shall remain available until funding is awarded under the Grant Application and grant funds are expended prior to one (1) from the date of the adoption of this Resolution.
4. The District Manager is hereby appointed as agent of the Board of Directors to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, amendments, payment requests and so on, which may be necessary to certify the Contribution Amount under the Grant Application in accordance with this Resolution.
5. The District Manager is hereby authorized and directed to transmit a copy of this Resolution to RCD.

President, Montara Water and Sanitary District

COUNTERSIGNED:

Secretary, Montara Water and Sanitary District

* * * *

I HEREBY CERTIFY that the foregoing Resolution No. _____ was duly and regularly passed and adopted by the Board of the Montara Water and Sanitary District, County of San Mateo, California, at a Regular Meeting thereof held on the 19th day of October, 2023, by the following vote:

AYES, Directors:

NOES, Directors:

ABSENT, Directors:

Secretary, Montara Water and Sanitary District

STATE COASTAL CONSERVANCY

GRANT APPLICATION

Please read the Grant Application Guide, [found at this link: https://scc.ca.gov/webmaster/ftp/pdf/forms/SCC_Application-Guide.docx](https://scc.ca.gov/webmaster/ftp/pdf/forms/SCC_Application-Guide.docx), to help you fill out this application.

Submit your application to grants@scc.ca.gov

SUMMARY INFORMATION

CONTACT INFORMATION

Organization:	San Mateo Resource Conservation District
Contact Person:	Noah Katz
Email:	noah@sanmateorcd.org
Phone:	707.236.0858
Webpage (if applicable):	https://www.sanmateorcd.org/

PROJECT INFORMATION

Project Name	Vallemar Sewer and Water Relocation Project
Project Summary (1 sentence)	Develop a plan to replace a sewer line and pump station that is at risk of falling into the ocean from coastal erosion off Vallemar street in Montara, CA. The project area is roughly 0.5 miles between the Pacific Ocean and Cabrillo Highway.
Amount Requested	\$272,000
Total Project Cost	\$1,085,000
Estimated Start Date	January 1, 2024
Estimated End Date	June 30, 2025
Project Type:	<input checked="" type="checkbox"/> Planning <input type="checkbox"/> Acquisition <input type="checkbox"/> Implementation

(check all that apply)	
Total Acres (if applicable)	
Total Trail Miles (if applicable)	
Assessor Parcel Numbers (Acquisition projects only)	

LOCATION INFORMATION

County(ies)	San Mateo
Specific Locations	Vallemar Street neighborhood in Montara
Latitude, Longitude (e.g., 37.80630, -122.2735)	37.5321, -122.5179
What point is represented by the lat/long (e.g. parking lot, center of site, etc.)	Point represented is approximate location of sewer line that is at risk of falling into the ocean.
Is project in, or within 0.5 miles of, a Disadvantaged Community? (mapping tool: https://www.parksforcalifornia.org/communities/?overlays=parks)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Partially

LEGISLATIVE DISTRICTS

District	Number, Name of Representative
State Assembly	23 rd , Marc Berman
State Senate	13 th , Josh Becker
Congress	16 th , Anna Eshoo

PROJECT DESCRIPTION

Complete each of the elements of the project description below with clear, but detailed answers. Add space to each answer as necessary but stay within the suggested limits. Refer to the [Grant Application Guide](#) for specific assistance on each question.

1. Site Description (1-2 paragraphs).

A 12" sewer main runs parallel to Highway 1 in Montara, unincorporated San Mateo County, west of the highway and 25 homes, along the coastal bluff. It runs immediately west of 25 homes (ranging from 9 to 35 feet away) and its distance from the cliff ranges from approximately 3 to 70 feet. The pipe was installed along the alignment of a "paper street" for a formerly planned development that was abandoned due to the bluff erosion. There is an estimated average rate of erosion of .5 feet per year (Attachment 1). This average does not imply a predictable or steady rate of erosion, i.e. more significant loss of the bluff can occur in any given year. The geotechnical analysis that is proposed as part of this work will help update predicted rates of bluff erosion. Information does not exist about changes in rates of erosion at the site, but a review of maps shows that 75% of the bluff that existed west of the Niagara Pump Station in 1965 has eroded. The habitat in the area is characterized by coastal bluff vegetation and garden landscaping in the yards of this developed neighborhood.



2. **Project Need** (one paragraph). Describe the specific problem, issue, or unserved need the project will address.

A sewer main serving approximately 40% of Montara Water and Sanitary District's (MWSD) customers (approximately 2,200 people) is at risk of falling into the ocean due to historic and accelerating coastal erosion. Erosion over the last 65 years since the pipe was installed has caused it to become exposed, damaged, and now at risk of imminent failure. When the pipe inevitably fails, it may further accelerate bluff erosion along 3,000 feet of coastline and will contribute raw sewage to the Fitzgerald Marine Reserve (a Marine Protected Area and Critical Coastal Area) and the Monterey Bay National Marine Sanctuary. Furthermore, failure would cause a catastrophic loss of service to more than half of the District's customers. Failure during an extreme rain event would also affect customers served by integrated infrastructure managed by Granada Sanitary District and Sewer Authority Midcoastside, affecting an estimated 24,568 people. There is no redundancy in this portion of the system, meaning there is no other existing route for the sewage when the infrastructure fails.

3. **Project Activities** (1-3 paragraphs). Describe specifically how the proposed project will address the project need identified in #2 above.

The proposed project will design and permit new infrastructure that will move the sewer inland away from exposed coastal areas and provide emergency sewage storage to improve system redundancy. The most likely solution would involve a two-way gravity and pressure sewer pipe installed under Vallemar Street, immediately east of the houses and west of/ adjacent to Highway 1. This is the likely alignment because of its location furthest from the eroding cliffs while still proximate to the houses it serves and existing easements/ right-of-way for water infrastructure. Because the new alignment would be above the grade of the homes, the system would require pumps rather than the current gravity-based system. A key consideration in planning and design will be the anticipated longevity of any proposed solution, including projected rates of erosion. Assuming a consistent rate of erosion at .5 feet per year (Michelucci, 2001) and the shortest distance between the bluff and the likely alignment of a new pipe at 100 feet, a realigned sewer main may be expected to be exposed in approximately 200 years.

The proposed project will complete the technical analyses, designs, community engagement, and permitting to relocate the sewer main, laterals, and pumps; remove one pump station and upgrade another; build sewer storage and redundancy; and connect system elements. Because the presumed new alignment will be along Vallemar Street, the project will also consider moving an existing water main within the same right-of-way several feet over to make room for the sewer line.

4. Funded project activities will include:
 1. Stakeholder engagement
 - MWSD customers in the 25 homes served by the sewer main
 - Community stakeholders, particularly those identified by MWSD
 - Indigenous groups and individuals
 2. Technical analyses and resource studies
 - Topographic analysis and review of rights-of-way and land ownership
 - Environmental, cultural and historic resource assessments
 - Geotechnical investigations to analyze the rate of bluff erosion, inform siting of potential infrastructure, and assess long-term stability of proposed improvements
 3. Development 30% and 60% engineering plans and basis of design report for all project elements
 4. Regulatory compliance
 - Completed CEQA documents and permit applications for implementation of designs

5. **Project Outcomes.** To the extent known, provide information on both the quantitative and qualitative project outcomes. See application guide for sample project outcomes.
Quantitative Outcomes (e.g. Acres of habitat restored; Miles of trail planned or built; Number of each type of access amenities; Number of community members engaged in project, etc.)
 - Develop distribution list for communications with customers in 25 homes
 - Develop and publish web page for project information and updates
 - Agenda item in 2-3 publicly noticed meetings of the boards of directors of MWSD and/or the RCD. Depending on need, including the effectiveness of these meetings in reaching stakeholders, we may hold an additional community meeting in person or online.
 - One or more phone conversations with Indigenous groups and individuals that will be documented in progress reports Topographic map of the project area
 - Report, memorandum, or map summarizing rights-of-way and land ownership (this may be incorporated into another document rather than being a stand-alone document)
 - Reports or memoranda providing environmental, cultural and historic resource assessments

- Geotechnical report including analysis of the rate of bluff erosion, recommendations or information regarding the siting of potential infrastructure, and an assessment of the long-term stability of proposed improvements
- 30% and 60% engineering plans and basis of design report for all project elements
- Completed CEQA documents and permit applications for implementation of designs

Qualitative Outcomes (e.g. Habitat functions restored; Integration of community input into project/design plan; Tribal access to land restored, etc.)

- Incorporation of community input into site assessment and design process
- Potential incorporation of Indigenous interests or concerns into site assessment and/or design process
- Integration of lessons learned with other partnership and planning efforts moving forward regarding coastal bluff erosion and water quality and infrastructure concerns in San Mateo County
- Elevate and deepen understanding of project-specific coastal resilience planning in San Mateo County by sharing lessons learned with partners, e.g. Coastside One Water, coastal utility districts, and County staff

PROJECT SELECTION CRITERIA

The Grant Application Guide contains the complete list of our project eligibility and project selection criteria. This application only includes those criteria for which we need specific input from you. The other criteria will be assessed based the project description. Refer to the Grant Application Guide for specific assistance on each question.

Project Eligibility

6. California Environmental Quality Act (CEQA) Compliance – Implementation Projects Only:

- Specify the current status of CEQA review:

Not Started In Progress Complete

Estimated completion date:

- What document is the CEQA review expected to result in:

Exemption

Negative Declaration (ND)

Mitigated Negative Declaration (MND)

□ Addendum

- If an ND, MND, or EIR is required, specify the CEQA LEAD AGENCY: San Mateo RCD will be lead on this
- If an ND, MND, or EIR has already been completed, provide a link to the document:

While this planning and design process does not require CEQA, the project will produce CEQA documents and other permit applications. We anticipate that a future implementation project will likely require a Mitigated Negative Declaration and that MWSD or the RCD will be the lead agency. The lead agency will be determined during the planning process. Likely permits include County planning and building permits, a Coastal Development Permit, a grading permit or exemption, and a Stormwater Pollution Prevention Plan, and access or Right of Way agreements.

7. **Grantee capacity (1 paragraph)** – Summarize your organization’s experience administering grant funds and carrying out similar types of projects.

San Mateo RCD is almost entirely funded by state and federal grants and has decades of significant experience administering tens of millions of dollars of grant funds, including for planning and design projects such as this, and including projects that span multiple public and private properties. Many of these grants have been from the Coastal Conservancy. We have systems and procedures in place for tracking grant project budgets and match funds, invoicing and accounting, and an annual publicly accessible third-party audit. Project and program managers, an administrative officer, a consulting accountant, and the executive director participate in the internal administration of grant funds.

The RCD often partners with other governmental entities, e.g. parks, jurisdictions, and utilities, to make conservation improvements to their properties or infrastructure, help them comply with regulatory requirements, and build climate resilience. For example, the RCD recently replaced and upgraded domestic water systems at state and county parks and cleaned sewer and stormwater lines for the harbor district. This particular project evolved from conversations in Coastside One Water, a collaboration of agencies and organizations convened by the RCD to facilitate an integrative, collaborative approach to water, wastewater, and stormwater in San Mateo County’s Midcoast. The RCD will bring experience managing grant-funded planning projects and MWSD will bring their knowledge of their infrastructure, needs, and sewer management.

8. **Site ownership or control** – Check the applicable box. For ACQUISITION projects, the “written agreement” refers to a Purchase and Sale Agreement.

Applicant owns the site(s) where the project will occur.

Applicant has a written agreement with the property owner(s) to conduct the project on their property(ies). If checked, please provide a copy as an attachment to your application.

Applicant does not yet have a written agreement with the property owner(s) to conduct the project on their property. If this answer is checked, specify how and when the property owner agreement will be reached.

When the RCD conducts work on public or private properties, the parties often enter into agreements with terms such as site access, maintenance and monitoring, roles and responsibilities, financial commitments, timelines, and liability. Unless required by the funder, the RCD typically does not enter into these agreements before applying for a grant. This is to ensure that the landowner agreement includes any terms that arise in the funding agreement. For this project, the RCD and MROSD intend to enter into a Memorandum of Understanding and can complete that as needed or required the Coastal Conservancy.

9. **Long-term management and maintenance** (1 paragraph) – Summarize the plan for the long-term management, maintenance, and monitoring of the project.

Once implemented, Montara Water and Sanitary District will be responsible for long-term management and maintenance of all project elements with the exception of the private pump-laterals which will be the responsibility of private homeowners. MWSD will maintain equipment throughout the design life of all MWSD project elements.

[Project Selection \(refer to the Application Guide for more information\)](#)

10. **Project includes a serious effort to engage tribes.** (1-2 paragraphs). Describe how you have engaged tribes in the development of this project.

The RCD engages extensively with local Indigenous groups and representatives regarding the development of our conservation priorities and often regarding project design. This project is in an area that the Association of Ramaytush Ohlone (ARO) considers to be their territory. Their representatives have communicated to the RCD that water quality is a priority, and they are part of the Coastside One Water group convened by the RCD that initially identified this project. Furthermore, the RCD will contact interested Indigenous parties as part of the proposed project.

11. **Project benefits will be sustainable or resilient over the project lifespan** (1-2 paragraphs). Describe how the benefits of your project will be sustainable or resilient over the project lifespan. If you already addressed this in other parts of the application, please indicate where.

This is a planning and design project and will not have implemented components to be sustained. However, our intention is to implement the designs. At that point, Montara Water and Sanitary District will conduct routine maintenance and monitoring. The intended project will improve sustainability and resiliency by moving infrastructure away from an eroding cliff face and will likely build additional resiliency and redundancy into the existing sanitary system through increased storage volume.

12. Project delivers multiple benefits and significant positive impact. (1-2 paragraphs). List the specific project benefits and describe any additional significant positive impact. If you already addressed this in other parts of the application (for example, project outcomes), please indicate where. You do not need to repeat the information if it is already provided elsewhere.

In addition to ensuring access to sewer and water services this project will provide additional benefits including:

- Protection from water quality disaster into Marine Protected Area,
- reduced vulnerability to coastal bluff erosion resulting in increased security for access to sewage system and water for drinking and fire suppression.

13. Project was (or will be) planned with meaningful community engagement and broad community support (1-3 paragraphs). If the communities served by your projects are tribal groups, please write your answer in question 9. If you are serving other groups, please answer this question. Please summarize how you have (or will) engage relevant communities in all phases of the project and describe the community support for the project.

This project will directly benefit Pillar Ridge a 227-space manufactured home community. This community includes many farm laborers and other disadvantaged groups. We will engage with this community as well as the wider community on the Coastside to ensure broad community support.

Tasks and schedule

Fill in the appropriate task and schedule table for your project type. Look at the Grant Application Guide for example tasks and deliverables by different project types (e.g. acquisition, planning, and implementation). If you are not doing one of the tasks in the table, insert "N/A". You may add tasks as needed and delete tables for the project categories that are not relevant for your project.

	Project Tasks	Description	Deliverables (Documents and Files)	Start Date – End Date
1	Project management and administration and Bid package for Geotech/environmental site investigation	Activities related to grant management, managing project logistics, and funding. Developing bid package(s), selecting firm(s), and contracting.	<ul style="list-style-type: none"> • Progress reports • Invoices • Board presentation to MWSD and RCD • Bid Package • Contractor selection memo 	1/1/2024-9/30/2025
2	Technical Studies	This work includes conducting site investigations, and preparing reports. Work will be conducted collaboratively with MWSD.	<ul style="list-style-type: none"> • Geotechnical report • Biological report • Topographical surveys • Cultural Resources report 	1/1/2024-4/30/2024
3	Design Drawings and Specifications	Developing 30% design documents for Sewer and water system relocations, upgrades to pump station, removal of pump station	<ul style="list-style-type: none"> • Draft 30% designs • Final 30% designs • Draft 60% designs • Final 60% designs • Basis of design report(s) 	5/1/2024-1/31/2025
4	Environmental Review and and Historic Preservation (EHP): CEQA	Secure all information needed to make a CEQA determination and complete CEQA	CEQA	1/2/2025-1/2/2026

	Project Tasks	Description	Deliverables (Documents and Files)	Start Date – End Date
5	Permitting	Permit applications	Apply for all relevant permits	4/1/2025-6/30/2025

Permits

PLANNING and IMPLEMENTATION projects only. Check the permits needed to undertake the project. Refer to the Grant Application Guide to access informational links on each permit and how to obtain them for your project.

Name of permit	Secured	Pending	Included in Scope of Application
<input checked="" type="checkbox"/> Coastal or Shoreline Development Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/> Local Grading, Vegetation, or Other permit	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> CDFW Lake/Streambed Alteration Permit (1600)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> CDFW California Endangered Species Act Take Authorization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Regional Water Quality Control Board Certification (401)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/> U.S. Army Corps 404 or 408 Permit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> U.S. Fish and Wildlife Service Biological Opinion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> National Marine Fisheries Service Biological Opinion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Other – Please specify Caltrans, PG&E	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Project Cost Estimate

Fill in the Project Cost Estimate table below. The tasks in the Project Cost Estimate table should match the tasks in the Task and Schedule table above. Refer to the Grant Application Guide for examples and specific assistance on each project type and the associated Budget Justification.

Please round all budget numbers up to the nearest \$100.

Estimated Project Cost:

	Project Tasks	Conservancy Grant	Other Funding	Total
1	Project Management and Administration	\$126,673.50	\$42,224.50	\$168,895
2	Technical Studies	\$75,000.00	\$25,000.00	\$100,000
3	Design Drawings and Specifications	\$416,250.00	\$138,750.00	\$555,000
4	Environmental Review	\$56,250.00	\$18,750.00	\$75,000
5	Permitting	\$3,750.00	\$1,250.00	\$5,000
	Indirect Costs	\$ 135,584.70	\$ 45,194.90	\$180,780
	TOTAL	\$813,508.20	\$271,169.40	\$1,084,678

Other Funding

For the Other Funding included in the Project Cost Estimate above, please list the source, the amount, and status (secured, pending, applied for) for each of the other funding sources.

- Funder: Montara Water and Sanitary District (MWSD) in house funding, Amount:\$272,000 Status: pending MWSD board approval

Budget Justification

Provide an explanation of the costs for each of the project tasks that will be charged to the Conservancy grant. See Grant Application Guide for assistance.

1. Technical Studies:

- a. Geotech: primarily focused on eroding cliff face. The outcome of studies will determine how long the new pipe will last given current rates of cliff erosion and sea-level rise. Note that the existing pipe will be removed during Phase 2 of this project. Estimated cost based on previous RCD projects plus increased cost due to inflation.
- b. Biological: based on previous RCD projects plus increased cost due to inflation
- c. Topographical surveys: based on previous RCD projects plus increased cost due to inflation.
- d. Cultural Resources: based on previous RCD projects plus increased cost due to inflation.
- e. Design Drawings and Specifications: based on previous MWSD projects plus increased cost due to inflation.
- f. Environmental Review: assuming neg dec or mitigated neg dec based. Cost estimate based on previous RCD projects plus increased cost due to inflation.
- g. Permitting cost based on staff time estimates plus consultation with Senior Technical Advisor to the RCD.

Project Maps and Design Plans

Project Location Map

Include a map that clearly shows the project location(s) within the context of the surrounding area. Be sure map shows nearest road access to site. If site can only be accessed via water, show the location of the nearest water access launch point.



Figure 1. Map of Project Area

Concept Level Site Plan

For IMPLEMENTATION and PLANNING projects where conceptual design work has been completed, you should include a conceptual level site plan showing the key project components. For IMPLEMENTATION projects, more detailed design documents can also be provided as an attachment.

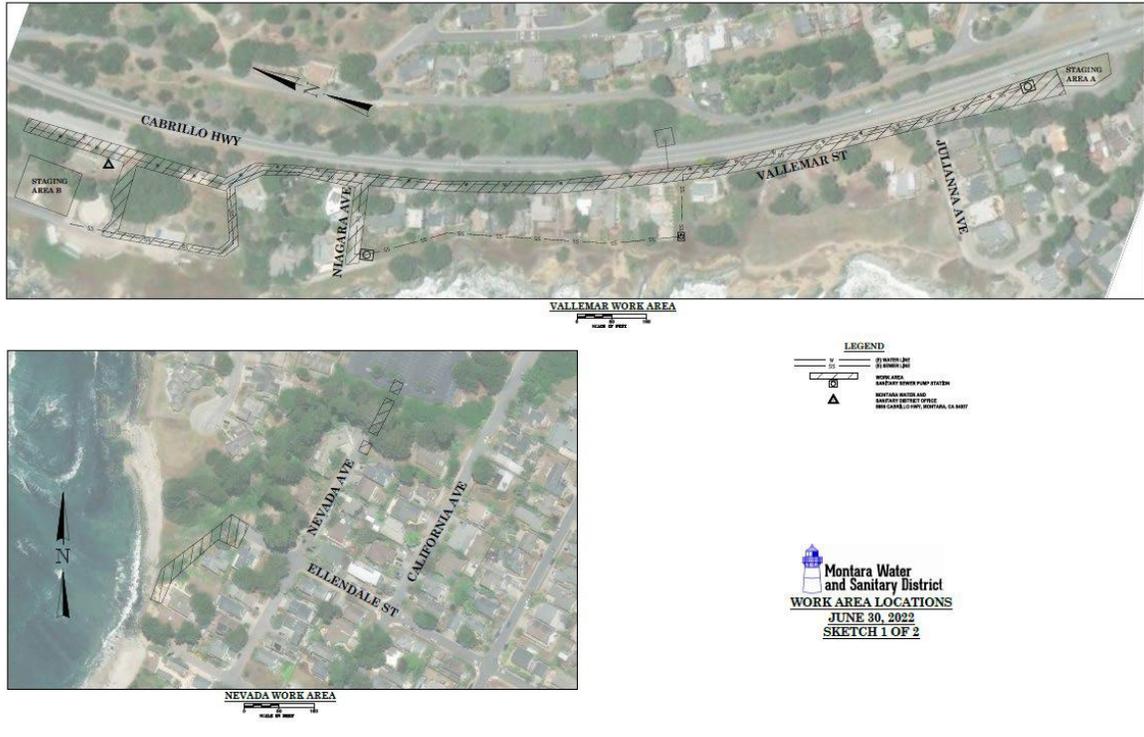


Figure 2. Concept level site plan with location of infrastructure.

Site Photos

Provide one or more clear photos of the project site that clearly show the character of the site.



Figure 3. Photo of eroding cliff face.



Figure 4. Photo of eroding cliff face with pipeline markers.

Additional Documents

If there are any additional documents that are critical for understanding the project, please attach or provide a link(s) for up to two additional documents. Examples of attachments could include feasibility studies, CEQA documents, appraisals, or other documents that are directly related to the proposed project.

Attachment 1: 2001 Geo Eval showing rate of erosion and other relevant project details.

Average rate of erosion between 1946 and 2000 was 0.5 feet per year. Currently the at risk pipe

is only a few feet from the cliff face indicating that the pipe may be completely exposed in under a decade.

Non-Profit Applicant Requirements

Non-profit applicants should include the following with the applications:

1. Letter of Determination from the Internal Revenue Service indicating current 501(c)(3) status.
2. Completed [Nonprofit Organization Pre-Award Questionnaire](#).

GRANT APPLICATION SURVEY

The Conservancy seeks to continuously improve our grant application process. Please take some time after completing this grant application to provide feedback on your experience as an applicant. The survey link can be accessed [here](#). Your response will be anonymous, and we will greatly appreciate your constructive criticism.