



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

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

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

# AGENDA

## **District Board of Directors**

8888 Cabrillo Highway  
Montara, California 94037

**May 2, 2024 at 7:30 p.m.**

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

### ZOOM MEETING INFORMATION:

WEBSITE: <https://us02web.zoom.us/j/82635962492?pwd=MFJzaWVKSDcvdFQ4ODRhaFVjektUUT09>

MEETING ID: 826 3596 2492

Password: 210310

CALL IN PHONE NUMBER: +1 669 900 9128

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

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

### **Public Comment**

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

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

## **CALL TO ORDER**

## **ROLL CALL**

## **PRESIDENT'S STATEMENT**

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

## **PUBLIC HEARING**

## **CONSENT AGENDA**

1. [Approve Minutes for Regular Scheduled Board Meeting April 4 and 18, 2024](#)
2. [Approve Financial Statements for March 2024](#)
3. [Approve Warrants for May 1, 2024](#)
4. [SAM Flow Report](#)
5. [Monthly Review of Current Investment Portfolio](#)
6. [Connection Permit Applications Received](#)
7. [Monthly Water Production Report](#)
8. [Rain Report](#)
9. [Monthly Solar Energy Report](#)
10. [Monthly Public Agency Retirement Service Report for February 2024](#)

## **OLD BUSINESS NEW BUSINESS**

1. [Review and Possible Action Concerning National Park Service Plan for Rancho Corral de Tierra](#)
2. [Receive Report Concerning PFAS Sampling](#)
3. [Review and Action Concerning Receipt of Funding for FEMA-Declared Disasters on Behalf of Sewer Authority Mid-Coastside](#)

## **REPORTS**

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

## **FUTURE AGENDAS**

MWSD Hydrants

## **CONVENE IN CLOSED SESSION**

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

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

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

## **ADJOURNMENT**

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



## **MONTARA WATER & SANITARY DISTRICT**

### **REGULAR BOARD OF DIRECTORS MEETING April 4, 2024**

#### **MINUTES**

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

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

**CALL TO ORDER**

**ROLL CALL**

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

Directors Absent: None

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

Others Present: District Counsel, Christine Fitzgerald  
District Sewer Engineer, Pippin Cavagnaro  
District Accountant, Peter Medina  
Boucher Law, Christopher Boucher  
Kastama Consulting, Alison Kastama

## **PRESIDENT’S STATEMENT**

Director Boyd said now is a good time to think about emergencies. He wants people to be aware of the Community Emergency Response Team (CERT) or Coastside CERT and their website [coastsidecert.com](http://coastsidecert.com). They have a number of resources available to help prepare for emergencies.

## **ORAL COMMENTS**

Director Young asked about the possibility of having a retreat to set goals or a community meeting about strategic planning. She would like to possibly put that on the agenda to plan for a meeting. The County approved the Mid-Pen project, and her concern is the dual turn lane on Highway One turning into the Montara Water and Sanitary District office and lighthouse visitors. She also feels the County is negligent in approving 71 units without an immediate emergency evacuation plan and highway improvements which won't be done before the year 2030. The Board should send a strongly worded letter to the San Mateo County Board of Supervisors for putting "the cart before the horse" on behalf of MWSD staff. Mid Pen developers are also claiming their storm water collection is in Carlos Street and it is not. Additionally, in their Draft Environmental Impact Report they said excess storm water would run into Montara Creek and she doesn't like that. Lastly, Seton Coastside is being remodeled without County permits, and it may also be the case for MWSD as well.

Director Softky said he was CERT certified a few weeks ago and it was an amazing experience. Their goal is public safety--same as the District. He is looking forward to finding an overlap in how they can work together.

## **PUBLIC HEARING - none**

## **CONSENT AGENDA**

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

Director Dekker made a motion to approve consent agenda items 1-10. Director Slater-Carter seconded the motion. Roll call vote: Director Dekker: Aye, Director

Young: Aye, Director Slater-Carter: Aye, Director Softky: Aye, Director Boyd: Aye.  
The motion is approved unanimously 5-0.

## **OLD BUSINESS - none**

## **NEW BUSINESS**

### **1. Review and Possible Action Concerning Draft Water and Sewer Budget.**

General Manager Clemens Heldmaier stated that every year they bring the budget to the Board in its draft form for Board input. There are items not determined yet, such as the budget from the Sewer Authority Mid-Coastside (SAM), revenue from the sewer side, etc. He would like authorization to refer the budget to the Finance Committee for further review. District Accountant Peter Medina is present to answer questions.

Director Young asked if there are reserve funds for aging infrastructure. Also, the budget has some abbreviations she doesn't understand, and she would like a cheat sheet of what those abbreviations mean.

District Accountant Peter Medina replied that the District does have reserve funds for capital improvement projects. In the monthly financial packet, there is a worksheet in there that shows their cash position month-by-month which shows their reserve funds compared to their target reserves. In terms of a cheat sheet, he will do it.

General Manager Clemens Heldmaier added they have that in the form of a Capital Improvement Program (CIP). The budget will contain capital improvement programs for both water and sewer on a 5-year basis. They also have a 10-year as well as a 20-year improvement plan in the background for specific purposes.

Director Boyd added the reserves are there for a certain degree of funding. It's not there to pay for everything on the 20-year list. It is there for the shorter term. Every year the capital improvement program is a result of working with the engineers to prioritize the things on the immediate horizon. They have a full list and adjust it accordingly every year. It is about planning for the work they know they need to do.

Director Young asked if a development requires infrastructure upgrades in the District, will that be added to the list?

General Manager Clemens Heldmaier said they do not pay for any private or public improvements for the development.

Director Slater-Carter said a few years ago the Sewer Authority Mid-Coastside was asked to prepare a 20-year capital improvement plan, and the engineers and

others advised them that you can't plan out that far. Rate setting is controlled by state laws and regulations, and one of the things they cannot do is allow their reserves to get too big. The State is always looking for more sources of funds and may take their reserves. The Educational Revenue Augmentation Fund (ERAF) which is a significant portion of our tax base now goes to the schools. They plan as best they can. Thankfully, the District has the annual charge which is put into a dedicated fund for water related capital improvements. It is a payment plan by the residents to be able to pay for capital improvements. The water sales are insufficient to do that.

Director Boyd stated there is an operating reserve is to provide working capital and to ensure sufficient cash flow to pay expenditures during the fiscal year, provide funds for any unexpected revenue interruptions and provide funds to protect against shortfalls due to the timing difference of payment expenses and receipt of revenues. The capital reserves pay for pay-as-you-go financing of capital projects listed in the Capital Improvement Plans, unanticipated emergency repairs, capital cost overruns, and replacement of major capital facilities. These two funds are separate funds, for both water and sewer.

Gregg Dieguez said it looked like based on the two summary pages, 8 million dollars is going to be coming out of reserves between the 2023-2024 and 2024-2025 fiscal years. It refers to page 14, but it doesn't show the reserves. He would like to see what the reserves are in tandem with the budget in the future. He asked for clarity in reference to the bouncing around of property taxes collected and the meter expenditures.

General Manager Clemens Heldmaier said the property taxes allocated to the District are not sent in its entirety. The ERAF funds are diverted to be invested for schools and then sent to the District years later. It is done at the County level, and they don't know how much will be received each year. They don't budget a lot of money for it, as they don't know how much will be received. In reference to the meters, they are upgrading the transmitters (only) to allow them to read the meters remotely. The transmitters are reaching the end of its life, and they are replacing all of them. The higher numbers should drop off as progress is made.

Director Young asked if the replacements are better than the current ones.

General Manager Clemens Heldmaier replied that they are installing what the manufacturer has been currently producing for the system that is different than what was in before.

Director Softky stated that in talking to Gregg Dieguez he understands there is a deep mathematical potential understanding of how to plan for the future which is not apparently implemented in general in most businesses and governments. The farther in the future capital improvements are the more you need to amount for the interest rate.

Statistically you will have major tenorial expenses whether they are capital improvements or emergencies. The laws of nature say there will be budgetary things beyond the normal maintenance.

General Manager Clemens Heldmaier stated there are many ways to do things. Coming up with a list of everything, trying to predict when problems will arise doesn't work. They are looking at all of their facilities and figure out how much it would cost to replace the system in its entirety in 100 years or 50 years. The number is more accurate. He invited Director Softky and Director Young to meet with him offline to discuss the budget and answer their questions.

District Sewer Engineer Pippin Cavagnaro said state law makes it very clear that special districts and small governments can't amass large amounts of money without clear direction, and no one knows what will happen in the future. They have been working with District Accountant Peter Medina on a metric that has developed a capital expense rate that is reasonable and consistent with other districts similar to MWSD. This board for many years has maintained a very good credit rating, and if an emergency comes up, they can borrow in bonds as an option.

Director Young expressed her concern about the lawsuit with Half Moon Bay.

Director Boyd said there is a lot of things that might happen and they have money for things they are anticipating which includes some emergencies. The lawsuit is a big one and the outcome could change the economics here radically.

Director Young asked if the items in red means they are negative. What is the \$8,000 in red on the Operations Budget for Water?

District Accountant Peter Medina said they are water refunds. It is a regular credit balance but is debited or is in a debit because it is a negative for a refund but it is above the line.

Director Young asked if water refunds are given often.

General Manager Clemens Heldmaier replied that refunds are given often but it is not captured in this line item. In this line item, only refunds that require the District to issue checks are captured. He reiterated they need to meet and discuss the budget.

Director Boyd this item is for information only and will be refined and amended as needed.

Director Dekker said they have already reviewed the material and made a number of points that need to be addressed and they are working with the General Manager Clemens Heldmaier and District Accountant Peter Medina.



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

General Manager Clemens Heldmaier thanked the San Mateo Conservation District (RCD) and District Sewer Engineer Pippin Cavagnaro for their help in getting this grant.

District Sewer Engineer Pippin Cavagnaro said RCD packaged this project with other Coastal improvement projects coastwide—not just Montara. Montara has a lot of dynamic topography, and erosion causes California to lose property into the Pacific Ocean. The area along Vallemar used to have a whole set of subdividable lots which no longer exists—they fell into the ocean. So, some of the district facilities installed in the 1950s or before are at risk. Since 2012 they have been discussing how to improve the redundancy of the sewer in the area. The Moss Beach sewer used to drain to the District office by gravity. That street is no longer there—it fell into the ocean. The Vallemar and Niagara pumpstation were then built to divert the sewer to pump it around. The goal of this project is to further relocate utilities from the Coastal edge, improve fire flow, replace infrastructure built in the 1940s and tie this altogether with a crossing they built for sewer and water at 16<sup>th</sup> Street in 2015 approximately. The grant will take this project to almost bid ready. It is for research, survey, design, etc. The district will be cost sharing 25% match. The costs are expected to be about \$550,000 dollars and the cost-sharing portion the District is to contribute is expected to be \$138,00 dollars. There will be some additional costs for RCD and environmental permitting. So, the District portion may be by the end of the development of the bid set would be a cost of \$271,000 dollars.

General Manager Clemens Heldmaier said they will be bringing the agreement to the Board. He would like authorization to begin the process and spend some of the funds before they can bring the agreement between RCD and MWSD to the Board.

Director Slater-Carter said this has been an area of concern for many years. They have been blessed that the lines haven't been broken during the storms.

Director Softky asked how much the project will cost in total and is there anything that they have to do that they wouldn't need to do.

District Sewer Engineer Pippin Cavagnaro said this is Coastal Conservancy money coming to help the local projects. That money will be handled and managed by RCD with a budget that will be laid out in the agreement General Manager Clemens Heldmaier was talking about. There will be some cost-sharing line items. If they provide research and plans at a cost of \$550,000 dollars, the District match

would be 25%. This will be laid out more specifically in the cost-sharing agreement. This project is completely driven by the community and District's needs to improve the infrastructure resiliency and in doing so protecting the environment.

Director Young asked where the new lines will be located.

District Sewer Engineer Pippin Cavagnaro said the new homes on Vallemar built their own sewer system extension and rehabilitated the sewer system main to provide service for those homes and won't be affected by this project. There are water facilities in the street that will need to be relocated. Part of this project will be to replace and relocate water lines which are old and potentially undersized. They will also need to interconnect SAM's walker tank in a new way to be more efficient. It is focused in general on the area between the new homes and the District property.

General Manager Clemens Heldmaier said they will bring the agreement to the Board for review and approval before entering into the agreement. He is requested authorization to start the design and begin using the funds as needed.

Director Slater-Carter made a motion to authorize the General Manager to start design of the Vallemar Utility Relocation Project and begin spending funds not to exceed a total of \$271,169.40. Director Young seconded the motion. Roll call vote: Director Dekker: Aye, Director Young: Aye, Director Slater-Carter: Aye, Director Softky: Aye, Director Boyd: Aye. The motion passed unanimously 5-0.

### **3. Review and Possible Action to Amend Salary Schedule and Approve Adjustment to the Superintendent's Compensation, Effective July 1, 2023**

General Manager Clemens Heldmaier said they have reviewed the Superintendent's compensation and are suggesting adjusting it. He has been working with Christine Fitzgerald and Chris Boucher. Mr. Boucher will be presenting more information.

Chris Boucher said they have been reviewing various comprehensive HR practices for the Superintendent position and looked at many things including compensation. They compared it to 16 other agencies and found current compensation is 12% below market. The Superintendent position is critical to District operations, and effectively serves as the General Managers right hand. The recommendation is to bring up compensation to the median and the average of all comparable agencies surveyed. The goal is for employee retention as well as being competitive in pay.

Director Dekker made a motion to approve the corresponding salary schedule to the Superintendent's compensation, effective July 1, 2023. Director Slater-Carter seconded the motion. Roll call vote: Director Dekker: Aye, Director Young: Aye,

Director Slater-Carter: Aye, Director Softky: Aye, Director Boyd: Aye. The motion is approved unanimously 5-0.

#### **4. Review and Possible Action to Approve Pay for Performance Compensation Plan for the Superintendent Classification, Effective July 1, 2024**

General Manager Clemens Heldmaier said this is a pay for performance compensation plan for the Superintendent position.

Chris Boucher said in looking at the Superintendent position, other special districts and agencies have Pay for Performance plans for senior level staff. It is a program to enhance and bring out the best of performance. Everything is planned out from the performance evaluation period. So, there would be an up to \$5,000 dollar performance incentive that the Superintendent can earn. The General Manager will have complete discretion as to the amount and can consider other factors, such as budgetary situations. It is not the same as base compensation. They have to develop a metric, a list of goals, criteria for measuring those goals and what the outcome would look like. Then the Superintendent will have a meeting with the General Manager to review. The Superintendent may be compensated up to \$5,000 dollars, based on performance and completion of goals. It provides a modest enhancement to compensation and the district is getting something in return.

Director Slater-Carter made a motion to approve the corresponding Pay for Performance Compensation Plan for the Superintendent classification, effective July 1, 2024. Director Dekker seconded the motion. Roll call vote: Director Dekker: Aye, Director Young: Aye, Director Slater-Carter: Aye, Director Softky: Aye, Director Boyd: Aye. The motion is approved unanimously 5-0.

## **REPORTS**

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

Director Slater-Carter said they reviewed and adopted the revised SAM bank accounts policies and investment policies and guidelines. They moved some funds out of State and into the special districts fund class which is an investment opportunity.

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

Gregg Dieguez said the Mirada Surf Road area is eroding seriously and Supervisor Mueller had a meeting at the Harbor office. Director Slater-Carter made a suggestion to create an offshore reef to solve the problem. The County is doing some emergency repairs. The erosion at Surfers Beach dovetails with a Caltrans

project called the Multi-Asset-Roadway repair. The San Mateo County Planning Department approved that. Director Slater-Carter filed an appeal with the Coastal Commission to stop it. Len Erickson and he as private citizens also signed on to that. There would be a significant loss of parking spaces isolating surfers from any real use. There was a meeting last night about disaster preparedness. The meeting had break out groups. They don't seem to understand the nature hazards they face on the Coast. Rancho Corral de Tierra is being re-planned along with San Vicente Creek to reduce the number of horses stabled in their draft plan from 240 to 40 horses. They were talking about installing camping and didn't even know MWSD was a stakeholder. He mentioned that at the MCC meeting and followed up with introductions to General Manager Clemens Heldmaier acknowledged by Dave Smith and he followed up by explaining the sensitivity of that water shed area. They have since forwarded a water quality report. Montara Mountain—they were contacted in regards to an emergency a year ago to fix the road. He hiked up that road after the storms and things are bad. It looks like they took out too much vegetation and it appears the repairs they made already washed away. The MCC will be writing a letter asking for a plan with parameters of what can and should be done and be in effect permanently every time they maintain that road and long-term to plan for the removal of the artificial antennas on top of the mountain. Seton Coastside Medical Center is being remodeled and have shut down the emergency room. The County put up 10 million dollars to keep Daly City Seton and this local one alive and one of the conditions was to keep the emergency room open for 5 years. They will be discussing that. Some people don't think an emergency room is really needed and an urgent care center would be better. The MCC created a letter asking Parks to form an integrated pest management program report on herbicides. They received a response and will review it on Wednesday. The County has agreed to make some accommodations and he doesn't know if what they are proposing to do compares to other counties in the Bay Area. There is a bill by Senator Skinner, SB 1210 which would cap utility connection fees for gas, water, sewer, electrical on all new housing units at 1% of house value paid over ten-year period. This goes in line with fostering more housing construction and allow the developers to build more cheaply regardless of the burden it places on public works. Special Districts are included in this. The bill is in the early stages and is ambiguously worded right now. He will email the link to the current draft.

Director Slater-Carter asked in SB 1210 how they based the cost of the structure.

Gregg Dieguez said it is not based on anything.

Director Boyd said it shall not exceed 1% of the building permit value of that housing unit.

Director Boyd thanked Gregg Dieguez in reference to bringing to their attention the GGNRA plan.

General Manager Clemens Heldmaier said he will agendaize this item for the next meeting.

Director Slater-Carter asked General Manager Clemens Heldmaier to invite Larry DeYoung. She is very concerned about the conclusions of this. Horses bring benefits to the land.

Director Young said Supervisor Mueller said Seton Medical did not get County permits. It is possible they didn't get permits with MWSD either. Since Mid Pen was approved and will begin bringing in heavy equipment to remove trees, etc., it might be a good idea to put markers where the District utilities are so when work begins, they won't damage anything. The Fire Board also mentioned they will work with MWSD in reference to inspecting the fire hydrants in the district.

Director Softky said he can see Montara Mountain from his house. All of the federal park installations he has seen in the last ten years are well done. The mountain is one of the few places that is quiet and natural. If the federal government wants to make a park on Montara Mountain, we should think about what kind of park it should be.

Director Slater-Carter said a long time ago an affordable housing project was proposed on the land below the hospital and next to it. There were two endangered species found on the property as well as an earthquake fault. That is one reason there are a lot of temporary buildings at the hospital site. There are a lot of reasons those buildings are falling apart.

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

Director Slater-Carter said a meeting is coming up next week.

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

Director Slater-Carter said they had a meeting March 20<sup>th</sup>, and they are doing Municipal Service Reviews (MSR) for Broadmoor Protection District and a Municipal Service Circulation Draft for the City of San Bruno and consideration of adoption and proposed work program for the LAFCo budget. There was a legislative committee report. There is an election for a public member of LAFCo, and Virginia Chang-Kiraly is running for that. She recommended they vote for her.

### **5. Attorney's Report (Fitzgerald)**

District Counsel Christine Fitzgerald stated there is a new bill being proposed AB 3073 requiring the State Dept of Public Health and participating wastewater and health agencies and other experts to create a pilot program to test for high-risk substances and treatment medications in waste water. The goal of the program is to determine how wastewater data can be used by the State and local health

programs to address substance abuse in California. The bill would require the State Department to solicit voluntary participation from local health agencies and wastewater treatment facilities by July 1, 2025, and work with them to develop and facilitate the collection of samples. It would require the State Department to analyze the test results to determine possible public health interventions. Lastly, it would require the State Department to report its findings and recommendations to the legislature by December 31, 2027.

Director Dekker said they were considering that at SAM and it was too expensive. It was passed on to San Mateo County.

Gregg Dieguez concurred and said the MCC wrote a letter to the County asking them to fund the testing at SAM and they declined to do it.

Director Slater-Carter said they are still testing for COVID, and the flu. Tim Costello of SAM also posts it on NextDoor.

Director Boyd said the data is on the website: [data.wastewaterscan.org](http://data.wastewaterscan.org). Look for Half Moon Bay, California, Sewer Authority Mid-Coastside. He asked if the link could also be posted on the MWSD website.

## **6. Directors' Report - none**

## **7. General Manager's Report (Heldmaier) – none**

### **FUTURE AGENDAS**

#### **Fire Hydrant Updates**

**BREAK 9:12 pm**

**CONVENE IN CLOSED SESSION 9:17 pm**

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

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

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

**ADJOURNMENT at 10:13 pm**

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

Respectfully Submitted,

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

Approved on the 2nd, May 2024

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



## **MONTARA WATER & SANITARY DISTRICT**

### **REGULAR BOARD OF DIRECTORS MEETING April 18, 2024**

#### **MINUTES**

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

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

**CALL TO ORDER**

**ROLL CALL**

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

Directors Absent: None

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

Others Present: District Counsel, Christine Fitzgerald  
District Accountant, Peter Medina  
Sewer Authority Mid-Coastside, General Manager Kishen Prathivadi  
Sewer Authority Mid-Coastside, Supervisor of Operations, Tim Costello  
Kastama Consulting, Alison Kastama



## **PRESIDENT'S STATEMENT - none**

### **ORAL COMMENTS**

Director Young said she received a flyer about the local chipper program from the Forest Health and fire Resiliency San Mateo Resource Conservation District. For Montara and Moss Beach free chipping is May 22<sup>nd</sup>. There are priority streets identified, but nothing on the west side of Moss Beach. She called them and they said if the neighborhoods want to get together and place their wood in a community pile that would be okay. The website is [fire@sanmatorcd.org](mailto:fire@sanmatorcd.org)

Director Slater-Carter said there will be a ballot initiative on the November 2024 ballot for a retroactive invalidation of rate increases from January 1, 2022 statewide. This was passed by big housing corporations trying to grow the housing exception and take away local zoning. These are the folks behind SB 9 and SB 10 that allow apartment buildings to go up on 5,000 square foot lots. Now, they are trying to take away the local agencies' decision making and abilities to protect their communities and environments.

### **PUBLIC HEARING**

#### **1. Review and Consideration of Ordinance Prohibiting Water Theft and Establishing Administrative Penalties for Water Theft**

General Manager Clemens Heldmaier stated Governor Newsom signed into law SB427 that allows all water agencies the authority to adopt enhanced penalties for water theft. It doesn't happen often, but it does happen, impacting revenue and potentially compromising safety and health. The law authorizes the Board to adopt an Ordinance prohibiting water theft and making violations punishable. There is a list on how these fines can be structured and they would establish those fines by adding them to the Master Fee Schedule in the future. The recommendation is to move the adoption of the Ordinance of the Montara Water and Sanitary District adding Article 8 to Chapter V of the District's Code of Regulations prohibiting water theft and establishing administrative penalties for the theft of water. The reason for an Ordinance is because we are changing our MWSD District Code and amending it.

Director Boyd opened the Public Hearing.

Gregg Dieguez asked if illegal sewer connections were also considered. He referenced a possible illegal sewer connection for a trailer in the back of the Chevron station.

General Manager Clemens Heldmaier said he is aware of the situation at the Chevron Station and is working with the property owner to mitigate this.

District Counsel Christine Fitzgerald said this ordinance comes from a statute in the Water Code and there isn't a companion statute for "sewer theft." Our Sewer Code does provide for fines and penalties for tampering with district equipment. This particular code section for water theft was prompted by the legislature because of water being a scarce source. She can look to see if there is something for greater penalties. These proposed fines are specific to water and to this particular statute that allows for enhanced penalties and broadens the scope of what constitutes water theft.

Gregg Dieguez asked the Board and District Counsel Christine Fitzgerald their thoughts on what a desired statute would look like. He has been in contact with a number of legislators and their aids asking for increased impact fees and pointing out the financial condition of the aging infrastructure. He would like to add this to a list of potential initiatives to address the public works infrastructure threatened by all the additional housing. This sounds like a companion to a suite of other recommendations.

Director Slater-Carter made a motion to close the public hearing. Director Softky seconded the motion. All were in favor, and the motion passed unanimously 5-0.

Director Young asked what the fines are for illegal sewer connections.

General Manager Clemens Heldmaier said while he doesn't know the exact numbers, he knows they can double fees.

Director Slater-Carter said water usage is used to calculate sewer charges, then that is theft of District resources. Is there something in the general law in place prohibiting theft of District resources?

District Counsel Christine Fitzgerald replied some of the State laws are listed on page 6 in Exhibit A. They are not just limited to water. They are generally listed in our regulations, and the District has the ability to enforce them.

Director Softky made a motion to adopt the Ordinance of the Montara Water and Sanitary District adding Article 8 to Chapter V of the District's Code of Regulations prohibiting water theft and establishing administrative penalties for the theft of water. Director Dekker seconded the motion. Roll call vote: Director Dekker: Aye, Director Young: Aye, Director Boyd: Aye, Director Slater-Carter: Aye, Director Softky: Aye. The motion passes unanimously 5-0.

## **CONSENT AGENDA**

**OLD BUSINESS - none**

**NEW BUSINESS**

## **1. Review and Possible Action Concerning Sewer Authority Mid-Coastside (SAM) Fiscal Year 2024-2025 General Budget.**

General Manager Clemens Heldmaier stated at the last SAM Board meeting, the directors approved sending the general budget to the member agencies for consideration and approval. The overall budget is suggested to increase by \$607,694 dollars or 7% over the prior fiscal year at a total of 9.2 million dollars for the fiscal year 2024-2025. Our assessment is approximately 1.9 million dollars increasing by \$182,207 dollars or 11%. General Manager Kishen Prathivadi and District Account Peter Medina are available for questions.

General Manager Kishen Prathivadi shared the process of the budget. They start the budget process in February. Once the budget is formulated, it is discussed with the agency managers, then presented to the Finance Committee. After that it goes before the SAM Board for approval to distribute to each member agency and that is where they are now. Once the budget is approved by the member agencies, it is brought back to the SAM Board for final approval. Everything has to be done by June 30, 2024.

General Manager Kishen Prathivadi went over the highlights of the budget. Included are all authorized positions (no vacancies), 3% Cost Performance Index (CPI) to all non-personnel costs unless changes were needed, and a buffer for anticipated increased labor and union costs. Infrastructure costs are reduced. Wages and benefits increased by 10%, legal, engineering and professional service increased by 17%, all other expenses increased 14%. The total operating budget less the infrastructure budget increased by 13%. The infrastructure decreased by 7%. The 3 million dollars proposed is for the Montara Force Main. It partially covers costs for the design and completion of 7,500 linear feet. He is hoping it will be approved, so they can begin the work. Total expenses are 9.4 million dollars, wages & benefits about 2 million dollars, legal and professional services \$955,000 dollars and infrastructure 2.4 million dollars. CalPERS' employer rates increased with unfunded liabilities totaling \$312,821 dollars. Assessments are based on calendar year flow. MWSD assessment increased by \$182,207 dollars or 11%, flow calculations contributed 20.14 flow.

Director Young asked about infrastructure projects cancelled.

General Manager Kishen Prathivadi said they needed more funds for other projects that cost more than expected. They were not priorities, and those funds were diverted to the clarifier projects, which was approved.

Director Young asked about the retirement unfunded liabilities at SAM.

District Account Peter Medina said it is adjusted year to year based on the performance of the plan. The amount they pay for the liability \$313,000 dollars.

Director Dekker said SAM has reserves. So, if there is a shortfall, they have reserves to cover it.

Director Boyd said the numbers have gone up a lot in the last few years and they know why. If it were not for the good work of the team at SAM and the Finance Committee, he would be asking a lot more questions.

Director Dekker said as they have put the infrastructure number in place they may have to make an adjustment mid-year.

Director Slater-Carter made a motion to adopt the Resolution of the Montara Water and Sanitary District Consenting to Approval by Sewer Authority Mid-Coastside of its General Budget for Fiscal Year 2024-2025. Director Young seconded the motion. All were in favor and the motion passes, 5-0.

## **2. Review and Possible Action Concerning Sewer Authority Mid-Coastside Fiscal Year 2024-2025 Collections Budget.**

General Manager Clemens Heldmaier said at the same meeting the SAM Board authorized the distribution of the Collections Budget to the member agencies for approval. The overall collections budget is suggested to decrease by \$151,808 or 24% over the prior fiscal year. MWSD's assessment would be \$237,175 dollars which is 24% less than last year to a total of \$624,145 dollars. Staff recommendation is to adopt the Resolution of the Montara Water and Sanitary District Consenting to Approval by Sewer Authority Mid-Coastside of its Collections Budget for Fiscal Year 2024-2025.

General Manager Kishen Prathivadi said the Collections crew comprises of 4 people, led by Tim Costello. Three flush the pipes, one is maintenance mechanic. MWSD takes care of the 13 lift stations as well as grinder pumps. They had some money remaining in their Collections budget in the last audited year, which was about \$74,000 dollars. That has been considered after talking with the agency managers and deducted from the proposed budget. The total is \$624,145 dollars after the deduction of \$74,646 dollars. Service will remain the same.

Director Softky asked for clarification of the collections process.

General Manager Kishen Prathivadi replied that it is basically a services contract with the member agencies. The collections crew cleans and maintains the pipes in their area.

General Manager Clemens Heldmaier added that it would include all the pipes that deliver sewage to the SAM pump stations.

Director Boyd said this would be MWSD owned infrastructure and SAM contracts out to help us take care of our stuff. He noted that they pay more than the other agencies because they have a complicated topography and more pump stations.

District Account Peter Medina stated that as it related to Montara, the overall increase from 2023-2024 to 2024-2025 taking into account both budgets are an overall increase of \$4,243 dollars in total.

Director Young made a motion to adopt Resolution of the Montara Water and Sanitary District Consenting to Approval by Sewer Authority Mid-Coastside of its Collections Budget for Fiscal Year 2024-2025. Director Dekker seconded the motion. All were in favor and the motion passed unanimously 5-0.

## **REPORTS**

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

General Manager Kishen Prathivadi said the budget was discussed as well as approval to buy a maintenance vehicle. Their current vehicle has had a lot of repairs and broke down. The rehabilitation of the Princeton pumpstation is in full swing and going at a good pace. He invited the Board to come by and see it. Bring a hard hat or swing by and pick one up.

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

Gregg Dieguez said the MCC passed a letter about the Montara Mountain road maintenance asking for a road maintenance plan with some defined standards of behavior and in the long run to remove the towers on Montara Mountain. They also sent out a letter to National Parks Service regarding the Golden Gate National Recreation Area (GGNRA) and the plans there. He hopes MWSD will raise further awareness with the National Parks Service soon. At the next meeting they will discuss Parks response to an herbicide letter. There is also a proposal to burn the downed logs at Quarry Park and that might raise concerns about air quality. San Mateo County and Half Moon Bay are partnering on a new transportation plan called Get-There-Together transportation plan.

Director Dekker stated that a week ago a bicyclist was on the Old San Pedro Road leading to the ranch, fell into a neglected culvert hole, and broke his ribs and pelvis and had to go to the ICU. He blames GGNRA for not fixing that hole for more than a year.

Gregg Dieguez asked for a report or a link that he could bring to the Council.

Director Dekker replied that he was informed by a fellow bicyclist and his wife. He said he will get Mr. Dieguez something.

Director Slater-Carter asked Gregg Dieguez to report this to Coastal because it is in the Coastal zone.

Director Boyd asked for the location of the road damage.

Director Dekker said if you go to the trailhead at Drake and go about three quarters of the way down, there's a giant culvert that goes underneath the trail and has collapsed on one part. Now, the hole is extending, and it is hard to avoid the hole. There are two cones standing there now.

Director Boyd asked if GGNRA talked about the condition of San Pedro Mountain Road.

General Manager Clemens Heldmaier said there is mention of that road stretch to be improved. This item will be agendaized at the next meeting. He will send the link to the document.

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

Director Slater-Carter said there was a meeting, and they are working on updating bylaws. They received a presentation on the initiative 1935 affecting all local government.

Director Young said CSDA nominations for various awards are due May 1st. She is hoping they would apply. Also, the Special Districts Legislative days for CSDA is May 21<sup>st</sup> in Sacramento. Is anyone attending?

Director Boyd said it is already April 18<sup>th</sup>, and they don't have enough time to have the discussion in public to prepare for it. It is an annual thing and maybe next year.

Director Slater-Carter said they have to pass a resolution against the initiative 1935. CSDA asked them to get it in. She is going to the Special Districts Legislative days for the Harbor District.

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

Director Slater-Carter said Rob Bartoli replaced Martha Poyatos and he put together a 5-year work plan for municipal service reviews. Montara will be part of a Coastwide review in the year 2029-2030. Virginia Chang-Kiraly was nominated to be a special district Board member. They need to send a note for an electronic ballot by May 5<sup>th</sup>. If they don't get it electronically, they will be sent a paper ballot. Broadmoor Police District was discussed as they have serious financial problems, and the East Palo wanted to take over the East Palo Alto Sanitary District and it was unable to manage its finances. Now East Palo Alto Sanitary District is suing LAFCo because LAFCo said they should be a subsidiary district of the City of East

Palo. One of the things that they managed to get into the absorption of this was the finances had to be kept separate from the City's general fund.

### **5. Attorney's Report (Fitzgerald)**

District Counsel Christine Fitzgerald stated the Supreme Court is considering a pre-election petition filed by the State legislature challenging the initiative 1935 as being unconstitutional. They are hearing oral arguments on Wednesday, May 8<sup>th</sup>. It could prevent the initiative from going on the ballot. She is attending the California Association of Sanitation Agencies (CASA) Attorney's event on Friday and will have a report at the next meeting.

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

Director Slater-Carter said she is very concerned about Caltrans and the County putting in a strip of riprap (piles of rocks). Mirada Road is halfway gone because of the County and Caltrans ripraps. She would like to put in artificial reefs. This is all part of sea level rise, protecting the shoreline, and bringing back our habitats.

Director Boyd added if you have riprap on part of a Coastline the wave energy is redirected to the ends. If you look at these and any of the sections that are armored versus the neighboring sections not armored, you will see scouring that happens right at the ends. There are a number of alternatives to doing this, all of which serves its purpose. But the reef has additional benefits to improve the environment.

### **7. General Manager's Report (Heldmaier) – none**

## **FUTURE AGENDAS**

### **Fire Hydrant Updates**

**BREAK 9:15 pm**

**CONVENE IN CLOSED SESSION 9:20 pm**

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

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

**ADJOURNMENT at 9:30 pm**

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

Respectfully Submitted,

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

Approved on the 2nd, May 2024

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






# MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: **May 2, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager 

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

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**Budget vs. Actual – Sewer July 1, 2023 through March 31, 2024 - Variances  
over \$2,000:**

- 4400 Fees, \$4,593 below Budget – All fee categories have lagged behind expectations due to economic conditions. Less home remodeling taking place.
- 4510 Grants, \$732,292 received, **no Budget established** – On behalf of SAM, the District received Federal Emergency Management Agency (FEMA) and California Office of Emergency Services (CalOES) funds for 2022 & 2023 Winter Storm Damages. Due to SAM's organization structure as a JPA they are not allowed to directly apply for and request funds. MWSD facilitated the application and the funds, in total, were remitted to SAM.
- 4610 Property Tax Receipts, \$258,621 above Budget – Additional ERAF apportionment received in January. The District receives two per year.
- 4710 Sewer Service Charges, \$304,801 above Budget – 50% advance was received in December. Additional remittance received in February.
- 4720 Sewer Service Refund, \$15,315 above Budget – Due to a programming error in our EDS system, a miscalculation was made on a customer sewer service charge.
- 4760 Waste Collection Revenues, \$2,122 below Budget – Franchise fee revenue is a portion of actual collections from Recology.
- **Overall Total Operating Income for the period ending March 31, 2024 was \$1,275,284 above budget. Total operating income received to date is \$3,457,650.**
- 5200 Board of Directors, \$3,456 below Budget - \$15,000 budgeted for District voting borders realignment. The cost of study was half of what was budgeted.
- 5250 Conference Attendance, \$5,473 below Budget – Additional conferences expected to be attended later in the fiscal year.
- 5300 Insurance, \$4,672 above Budget – District pays for insurance premiums at the beginning of the fiscal year. Variance continues to decrease.
- LAFCO Assessment, \$2,250 below Budget – Expense is paid in May or June.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: **May 2, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 5400 Legal, \$39,770 below Budget – Costs related to the defense of various legal proceedings is less than expected at this point.
- 5510 Maintenance, Office, \$16,638 below Budget – Projects have been shifted to CIP non project category. Budget will be reduced.
- 5630 Consulting, \$7,794 below Budget – Additional expenses expected later in the fiscal year.
- 5640 Data Services, \$2,913 above Budget – Annual payment made for the use of Parcel Management System, used for Property Tax Roll.
- 5730 Telephone & Internet, \$7,814 below Budget – District staff has received credits for certain lines.
- 5800 Labor, \$16,930 above Budget – Mainly due to the funding of GM salary & benefit increase which includes retro pay.
- 6170 Claims, Property Damage, \$7,500 below Budget – No claims filed to date.
- 6200 Engineering, \$23,117 below Budget – Majority of costs have been related to CIP projects and booked in account 8075 Sewer CIP.
- 6600 Collection/Transmission, \$7,500 below Budget – No activity to date.
- 6900 SAM Expenses, \$537,075 above Budget – The District adopted the original budget provided by SAM. After adoption by MWSD, SAM adjusted their infrastructure budget downward.

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

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

- **Overall Total Operating Expenses for the period ending March 31, 2024, were \$496,661 above Budget.**
- **Total overall Expenses for the period ending March 31, 2024, were \$433,368 above budget. For a net ordinary gain of \$841,916 above Budget. Actual net ordinary income is \$492,207.**
- 7100 Connection Fees, \$87,979 above Budget – No new connections sold in March 2024. 4 full connections sold this fiscal year.
- 7200 Interest Income, LAIF, \$82,729 above budget – Due to the increase Federal interest rates.
- 8000 CIP, \$2,642,912 below Budget – Minimal activity to date, mainly engineering support and generator expenses.
- 9200 I-Bank Loan, \$8,007 below budget – Due to timing.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: **May 2, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

## **Budget vs. Actual – Water July 1, 2023 thru March 31, 2024 - Variances over \$2,000:**

- 4400 Fees, \$3,868 below Budget - All fee categories have lagged behind expectations due to economic conditions. Less home remodeling taking place.
- 4610 Property Tax Receipts, \$258,621 above Budget – Additional ERAF apportionment received in January. The District receives two per year.
- 4740 Testing, Backflow, \$6,689 above Budget – Due to timing of revenue collection.
- 4810 Water Sales, Domestic, \$4,404 above Budget – Due to timing of receipts.
- 4850 Water Sales refunds, \$6,000 below Budget – No refunds issued to date.
- 4990 Other Revenue, \$1,261,831, **no Budget established** – The District received a settlement in the amount of \$1,260,831 in March – MWSD vs. Dow Chemical.
- **Overall Total Operating Income for the period ending March 31, 2024 was \$1,532,901 above budget. Total operating revenue received to date is \$3,207,351.**
- 5200 Board of Directors, \$3,456 below Budget - \$15,000 budgeted for District voting borders realignment. The cost of study was half of what was budgeted.
- 5240 CDPH Fees, \$5,169 above Budget – Annual Permit paid for in January, \$14K.
- 5250 Conference Attendance, \$7,727 below Budget – Additional conferences expected to be attended later in the fiscal year.
- 5300 Insurance, \$6,378 above Budget – District pays insurance premiums at the beginning of the fiscal year. Variance continues to decrease.
- 5350 LAFCO Assessment, \$2,250 below Budget – Expense is paid in May or June.
- 5400 Legal, \$3,933 below Budget – Balance fluctuates based on current needs.
- 5510 Maintenance, Office, \$16,143 below Budget – Projects have been shifted to CIP non project category. Budget will be reduced.
- 5530 Memberships, \$4,040 above Budget – ACWA dues paid in December. Variance continues to decrease.
- 5550 Postage, \$3,385 above Budget – Additional costs relating to mail service.
- 5560 Printing & Publishing, \$2,141 above Budget – increased community outreach.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: May 2, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 5630 Consulting, \$19,044 below Budget – Additional costs expected later in fiscal year.
- 5720 Telephone & Internet, \$8,742 below Budget - District staff has received credits for certain lines.
- 5800 Labor & Wages, \$6,209 above Budget – Mainly due to the funding of GM salary & benefit increase which includes arrears.
- 6170 Claims, Property Damage, \$7,107 below Budget – One minor claim paid in August.
- 6180 Communications, \$8,806 below Budget – SCADA maintenance costs are on an as needed basis.
- 6195 Education & Training, \$2,731 below Budget – Budget available for continuing education opportunities.
- 6200 Engineering, \$54,000 above Budget – Majority of the expense due to water quality engineering.
- 6320 Equipment & Tools, Expensed, \$2,086 above Budget – Increased need to various tools.
- 6370 Lab Supplies & Equipment, \$10,565 above Budget – Major purchase of inventory made in August & November.
- 6400 Pumping, \$4,114 below Budget – Catch up bill paid in February was for \$14,519, which was within budget.
- 6500 Supply, \$26,173 below Budget – Payment for Q2 water purchase for Airport Wells made in January. The average expense is \$6,500.
- 6600 Collection/Transmission, \$2,206 below Budget – Another large purchase of meters paid for in October, November & December.
- 6700 Treatment, \$13,439 above Budget – costs are variable on a month-to-month basis. Variance is still relatively in line with projections.
- 6800 Vehicles, \$4,604 below Budget – 25% of costs are allocated to Sewer. Fuel cost is less than expected.
- **Overall Total Operating Expenses for the period ending March 31, 2024, were \$26,537 above Budget.**
- **Total overall Expenses for the period ending March 31, 2024 were \$9,974 above budget. For a net ordinary income of \$1,542,875 budgeted vs. actual. The actual net ordinary income was \$1,517,061.**
- 7100 Connection Fees, \$104,092 above Budget – No new connections sold in February. 5 full connections sold this fiscal year.
- 7250 CAMP interest, \$107,187 above Budget – Due to increase in federal interest rates.
- 7600 GO Bond Revenues, \$61,739 below budget - 50% advance was received in December, additional funds to pay debt service expected soon.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

**Prepared for the Meeting Of: May 2, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

- 7650 Water System Reliability, \$88,811 above Budget – 50% advance was received in December.
- 8000 CIP, \$2,515,581 below Budget – Projects are currently on-going, and others are being planned.
- 9100 GO Bond interest expense, \$24,838 below Budget – Difference due to timing.

**RECOMMENDATION:**

This is for Board information only

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

	Jul '23 - Mar 24	Sewer Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4220 · Cell Tower Lease	63,625.41	62,250.03	1,375.38
4400 · Fees			
4410 · Administrative Fee (New Constr)	1,244.00	3,000.06	-1,756.06
4420 · Administrative Fee (Remodel)	0.00	750.06	-750.06
4430 · Inspection Fee (New Constr)	1,178.00	3,000.06	-1,822.06
4440 · Inspection Fee (Remodel)	0.00	750.06	-750.06
4460 · Remodel Fees	6,325.00	6,000.03	324.97
4470 · Other Fees	160.00		
<b>Total 4400 · Fees</b>	<b>8,907.00</b>	<b>13,500.27</b>	<b>-4,593.27</b>
4510 · Grants	732,291.90		
4610 · Property Tax Receipts	408,621.45	150,000.00	258,621.45
4710 · Sewer Service Charges	2,246,416.69	1,941,615.50	304,801.19
4720 · Sewer Service Refunds, Customer	-22,814.88	-7,500.06	-15,314.82
4760 · Waste Collection Revenues	20,378.42	22,500.00	-2,121.58
4990 · Other Revenue	223.72		
<b>Total Income</b>	<b>3,457,649.71</b>	<b>2,182,365.74</b>	<b>1,275,283.97</b>
<b>Gross Profit</b>	<b>3,457,649.71</b>	<b>2,182,365.74</b>	<b>1,275,283.97</b>
<b>Expense</b>			
5000 · Administrative			
5190 · Bank Fees	4,478.48	4,500.00	-21.52
5200 · Board of Directors			
5210 · Board Meetings	4,113.85	3,000.06	1,113.79
5220 · Director Fees	6,680.00	7,500.06	-820.06
5230 · Election Expenses	7,500.00	11,250.00	-3,750.00
<b>Total 5200 · Board of Directors</b>	<b>18,293.85</b>	<b>21,750.12</b>	<b>-3,456.27</b>
5250 · Conference Attendance	2,027.03	7,500.06	-5,473.03
5270 · Information Systems	3,802.01	4,500.00	-697.99
5300 · Insurance			
5310 · Fidelity Bond	0.00	375.03	-375.03
5320 · Property & Liability Insurance	12,547.25	7,500.06	5,047.19
<b>Total 5300 · Insurance</b>	<b>12,547.25</b>	<b>7,875.09</b>	<b>4,672.16</b>
5350 · LAFCO Assessment	0.00	2,250.00	-2,250.00
5400 · Legal			
5430 · General Legal	50,865.15	150,000.03	-99,134.88
5440 · Litigation	59,365.09		
<b>Total 5400 · Legal</b>	<b>110,230.24</b>	<b>150,000.03</b>	<b>-39,769.79</b>
5510 · Maintenance, Office	2,112.06	18,750.06	-16,638.00
5530 · Memberships	4,500.00	3,750.03	749.97
5540 · Office Supplies	5,404.42	6,187.50	-783.08
5550 · Postage	1,458.36	862.56	595.80
5560 · Printing & Publishing	2,952.16	1,687.50	1,264.66

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

	Jul '23 - Mar 24	Sewer Budget	\$ Over Budget
<b>5600 · Professional Services</b>			
5610 · Accounting	30,622.50	29,250.00	1,372.50
5620 · Audit	8,700.00	10,125.00	-1,425.00
5630 · Consulting	31,393.60	39,187.53	-7,793.93
5640 · Data Services	10,412.73	7,500.06	2,912.67
5650 · Labor & HR Support	1,950.32	1,875.06	75.26
5660 · Payroll Services	1,003.04	750.06	252.98
<b>Total 5600 · Professional Services</b>	<b>84,082.19</b>	<b>88,687.71</b>	<b>-4,605.52</b>
5710 · San Mateo Co. Tax Roll Charges	119.00	1,875.06	-1,756.06
5720 · Telephone & Internet	22,185.77	30,000.06	-7,814.29
5730 · Mileage Reimbursement	833.28	1,500.03	-666.75
5740 · Reference Materials	0.00	150.03	-150.03
5790 · Other Administrative	-3,422.56		
<b>5800 · Labor</b>			
5810 · CalPERS 457 Deferred Plan	19,538.24	16,114.50	3,423.74
5820 · Employee Benefits	39,658.09	39,101.31	556.78
5830 · Disability Insurance	1,388.92	1,703.25	-314.33
5840 · Payroll Taxes	15,970.01	19,044.72	-3,074.71
5850 · PARS	13,223.84	16,610.31	-3,386.47
<b>5900 · Wages</b>			
5910 · Management	117,453.93	91,962.81	25,491.12
5920 · Staff	143,691.55	154,325.25	-10,633.70
5930 · Staff Certification	1,575.00	1,350.00	225.00
5940 · Staff Overtime	5,129.29	1,315.53	3,813.76
5950 · Staff Standby	1,515.35		
<b>Total 5900 · Wages</b>	<b>269,365.12</b>	<b>248,953.59</b>	<b>20,411.53</b>
5960 · Worker's Comp Insurance	1,498.08	2,184.75	-686.67
<b>Total 5800 · Labor</b>	<b>360,642.30</b>	<b>343,712.43</b>	<b>16,929.87</b>
<b>Total 5000 · Administrative</b>	<b>632,245.84</b>	<b>695,538.27</b>	<b>-63,292.43</b>
<b>6000 · Operations</b>			
6170 · Claims, Property Damage	0.00	7,500.06	-7,500.06
6195 · Education & Training	0.00	1,500.03	-1,500.03
<b>6200 · Engineering</b>			
6220 · General Engineering	29,383.00	52,500.06	-23,117.06
<b>Total 6200 · Engineering</b>	<b>29,383.00</b>	<b>52,500.06</b>	<b>-23,117.06</b>
<b>6330 · Facilities</b>			
6335 · Alarm Services	5,965.20	4,500.00	1,465.20
6337 · Landscaping	3,000.00	4,500.00	-1,500.00
<b>Total 6330 · Facilities</b>	<b>8,965.20</b>	<b>9,000.00</b>	<b>-34.80</b>
<b>6400 · Pumping</b>			
6410 · Pumping Fuel & Electricity	42,807.68	37,500.03	5,307.65
6420 · Pumping Maintenance, Generators	4,515.42	11,250.00	-6,734.58
<b>Total 6400 · Pumping</b>	<b>47,323.10</b>	<b>48,750.03</b>	<b>-1,426.93</b>

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

July 2023 through March 2024

	Jul '23 - Mar 24	Sewer Budget		\$ Over Budget
<b>6600 · Collection/Transmission</b>				
6660 · Maintenance, Collection System	0.00	7,500.06		-7,500.06
<b>Total 6600 · Collection/Transmission</b>	0.00	7,500.06		-7,500.06
<b>6770 · Uniforms</b>	0.00			
<b>6800 · Vehicles</b>		150.03		-150.03
6810 · Fuel	2,568.13	1,500.03		1,068.10
6820 · Truck Equipment, Expensed	337.96	150.03		187.93
6830 · Truck Repairs	309.24	750.06		-440.82
<b>Total 6800 · Vehicles</b>	3,215.33	2,400.12		815.21
<b>6900 · Sewer Authority Midcoastside</b>				
6910 · SAM Collections	221,146.47	221,146.56		-0.09
6920 · SAM Operations	1,069,217.19	1,354,839.03		-285,621.84
6930 · SAM Prior Year Adjustment	784,097.10			
6940 · SAM Maintenance, Collection Sys	10,971.93	33,750.00		-22,778.07
6950 · SAM Maintenance, Pumping	147,772.15	97,500.06		50,272.09
6960 · SAM NDWSCP	11,105.36			
<b>Total 6900 · Sewer Authority Midcoastside</b>	2,244,310.20	1,707,235.65		537,074.55
<b>Total 6000 · Operations</b>	2,333,196.83	1,836,536.04		496,660.79
<b>Total Expense</b>	2,965,442.67	2,532,074.31		433,368.36
<b>Net Ordinary Income</b>	492,207.04	-349,708.57		841,915.61
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>7000 · Capital Account Revenues</b>				
<b>7100 · Connection Fees</b>				
7110 · Connection Fees (New Constr)	133,194.00	165,000.06		-31,806.06
7120 · Connection Fees (Remodel)	39,051.00	41,250.06		-2,199.06
7152 · Connection Fee Refunds	0.00	-15,000.03		15,000.03
7153 · Add'l Fixture Units (New Const)	33,183.00	15,000.03		18,182.97
7155 · Add'l Fixture Units (Remodel)	139,470.00	15,000.03		124,469.97
7157 · Fixture Fee Refunds	-32,543.00			
7160 · PFP Pass Thru	-2,858.00			
7165 · Meter Pass Thru Costs	-268.05			
<b>Total 7100 · Connection Fees</b>	309,228.95	221,250.15		87,978.80
<b>7200 · Interest Income - LAIF</b>	127,729.39	45,000.00		82,729.39
<b>Total 7000 · Capital Account Revenues</b>	436,958.34	266,250.15		170,708.19
<b>Total Other Income</b>	436,958.34	266,250.15		170,708.19
<b>Other Expense</b>				
<b>8000 · Capital Improvement Program</b>				
8075 · Sewer	356,551.86	2,999,463.75		-2,642,911.89
<b>Total 8000 · Capital Improvement Program</b>	356,551.86	2,999,463.75		-2,642,911.89



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Accrual Basis

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

	Jul '23 - Mar 24	Sewer Budget	\$ Over Budget
9000 · Capital Account Expenses			
9125 · PNC Equipment Lease Interest	5,260.53	5,382.00	-121.47
9200 · I-Bank Loan	10,694.76	18,702.00	-8,007.24
<b>Total 9000 · Capital Account Expenses</b>	<b>15,955.29</b>	<b>24,084.00</b>	<b>-8,128.71</b>
<b>Total Other Expense</b>	<b>372,507.15</b>	<b>3,023,547.75</b>	<b>-2,651,040.60</b>
<b>Net Other Income</b>	<b>64,451.19</b>	<b>-2,757,297.60</b>	<b>2,821,748.79</b>
<b>Net Income</b>	<b>556,658.23</b>	<b>-3,107,006.17</b>	<b>3,663,664.40</b>

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

July 2023 through March 2024

	Jul '23 - Mar 24	Water Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>4400 · Fees</b>			
4410 · Administrative Fee (New Constr)	1,244.00	3,000.06	-1,756.06
4420 · Administrative Fee (Remodel)	0.00	450.00	-450.00
4430 · Inspection Fee (New Constr)	1,178.00	3,000.06	-1,822.06
4440 · Inspection Fee (Remodel)	0.00	0.00	0.00
4450 · Mainline Extension Fees	0.00	0.00	0.00
4470 · Other Fees	160.00		
<b>Total 4400 · Fees</b>	2,582.00	6,450.12	-3,868.12
4610 · Property Tax Receipts	408,621.39	150,000.00	258,621.39
4740 · Testing, Backflow	20,189.00	13,500.00	6,689.00
4810 · Water Sales, Domestic	1,514,903.96	1,510,500.06	4,403.90
4850 · Water Sales Refunds, Customer	0.00	-6,000.03	6,000.03
4990 · Other Revenue	1,261,055.03		
<b>Total Income</b>	3,207,351.38	1,674,450.15	1,532,901.23
<b>Gross Profit</b>	3,207,351.38	1,674,450.15	1,532,901.23
<b>Expense</b>			
<b>5000 · Administrative</b>			
5190 · Bank Fees	3,820.77	4,125.06	-304.29
<b>5200 · Board of Directors</b>			
5210 · Board Meetings	4,113.85	3,000.06	1,113.79
5220 · Director Fees	6,680.00	7,500.06	-820.06
5230 · Election Expenses	7,500.00	11,250.00	-3,750.00
<b>Total 5200 · Board of Directors</b>	18,293.85	21,750.12	-3,456.27
5240 · CDPH Fees	18,669.08	13,500.00	5,169.08
5250 · Conference Attendance	3,522.99	11,250.00	-7,727.01
5270 · Information Systems	3,801.99	4,875.03	-1,073.04
<b>5300 · Insurance</b>			
5310 · Fidelity Bond	0.00	375.03	-375.03
5320 · Property & Liability Insurance	14,253.25	7,500.06	6,753.19
<b>Total 5300 · Insurance</b>	14,253.25	7,875.09	6,378.16
5350 · LAFCO Assessment	0.00	2,250.00	-2,250.00
<b>5400 · Legal</b>			
5430 · General Legal	50,845.16	56,250.00	-5,404.84
5440 · Litigation	1,472.00		
<b>Total 5400 · Legal</b>	52,317.16	56,250.00	-3,932.84
5510 · Maintenance, Office	2,607.33	18,750.06	-16,142.73
5530 · Memberships	22,790.00	18,750.06	4,039.94
5540 · Office Supplies	5,404.27	4,687.56	716.71
5550 · Postage	14,447.62	11,062.53	3,385.09
5560 · Printing & Publishing	6,453.04	4,312.53	2,140.51

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

July 2023 through March 2024

	Water		\$ Over Budget
	Jul '23 - Mar 24	Budget	
<b>5600 · Professional Services</b>			
5610 · Accounting	30,622.50	29,250.00	1,372.50
5620 · Audit	8,700.00	10,125.00	-1,425.00
5630 · Consulting	31,393.60	50,437.53	-19,043.93
5640 · Data Services	1,199.50	750.06	449.44
5650 · Labor & HR Support	1,950.32	1,875.06	75.26
5660 · Payroll Services	1,003.16	750.06	253.10
<b>Total 5600 · Professional Services</b>	<b>74,869.08</b>	<b>93,187.71</b>	<b>-18,318.63</b>
5710 · San Mateo Co. Tax Roll Charges	119.00	1,875.06	-1,756.06
5720 · Telephone & Internet	28,757.68	37,500.03	-8,742.35
5730 · Mileage Reimbursement	1,374.14	1,500.03	-125.89
5740 · Reference Materials	0.00	375.03	-375.03
5790 · Other Administrative	-164.74		
<b>5800 · Labor</b>			
5810 · CalPERS 457 Deferred Plan	40,085.73	38,595.78	1,489.95
5820 · Employee Benefits	115,594.91	116,468.28	-873.37
5830 · Disability Insurance	3,039.97	4,179.06	-1,139.09
5840 · Payroll Taxes	41,927.81	44,635.50	-2,707.69
5850 · PARS	30,079.61	35,325.81	-5,246.20
<b>5900 · Wages</b>			
5910 · Management	117,453.99	91,962.81	25,491.18
5920 · Staff	412,743.38	415,830.06	-3,086.68
5930 · Staff Certification	7,575.00	8,550.00	-975.00
5940 · Staff Overtime	44,256.14	45,315.00	-1,058.86
5950 · Staff Standby	26,651.28	21,814.56	4,836.72
<b>Total 5900 · Wages</b>	<b>608,679.79</b>	<b>583,472.43</b>	<b>25,207.36</b>
5960 · Worker's Comp Insurance	7,787.33	18,309.78	-10,522.45
<b>Total 5800 · Labor</b>	<b>847,195.15</b>	<b>840,986.64</b>	<b>6,208.51</b>
<b>Total 5000 · Administrative</b>	<b>1,118,531.66</b>	<b>1,154,862.54</b>	<b>-36,330.88</b>
<b>6000 · Operations</b>			
6160 · Backflow Prevention	706.07	750.06	-43.99
6170 · Claims, Property Damage	393.15	7,500.06	-7,106.91
6180 · Communications			
6185 · SCADA Maintenance	6,193.85	15,000.03	-8,806.18
<b>Total 6180 · Communications</b>	<b>6,193.85</b>	<b>15,000.03</b>	<b>-8,806.18</b>
6195 · Education & Training	1,019.16	3,750.03	-2,730.87
<b>6200 · Engineering</b>			
6220 · General Engineering	1,362.58	7,500.06	-6,137.48
6230 · Water Quality Engineering	146,387.50	86,250.06	60,137.44
<b>Total 6200 · Engineering</b>	<b>147,750.08</b>	<b>93,750.12</b>	<b>53,999.96</b>
6320 · Equipment & Tools, Expensed	9,585.60	7,500.06	2,085.54

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

July 2023 through March 2024

	Jul '23 - Mar 24	Water Budget	\$ Over Budget
<b>6330 · Facilities</b>			
6335 · Alarm Services	2,094.48	1,500.03	594.45
6337 · Landscaping	12,401.62	11,250.00	1,151.62
<b>Total 6330 · Facilities</b>	14,496.10	12,750.03	1,746.07
<b>6370 · Lab Supplies &amp; Equipment</b>	13,565.53	3,000.06	10,565.47
6380 · Meter Reading	0.00	375.03	-375.03
<b>6400 · Pumping</b>			
6410 · Pumping Fuel & Electricity	78,954.51	71,250.03	7,704.48
6420 · Pumping Maintenance, Generators	14,957.70	22,500.00	-7,542.30
6430 · Pumping Maintenance, General	-125.71	3,750.03	-3,875.74
6440 · Pumping Equipment, Expensed	125.05	525.06	-400.01
<b>Total 6400 · Pumping</b>	93,911.55	98,025.12	-4,113.57
<b>6500 · Supply</b>			
6510 · Maintenance, Raw Water Mains	767.35	1,875.06	-1,107.71
6520 · Maintenance, Wells	3,152.83	18,750.06	-15,597.23
6530 · Water Purchases	13,031.74	22,500.00	-9,468.26
<b>Total 6500 · Supply</b>	16,951.92	43,125.12	-26,173.20
<b>6600 · Collection/Transmission</b>			
6610 · Hydrants	0.00	7,500.06	-7,500.06
6620 · Maintenance, Water Mains	51,470.59	127,500.03	-76,029.44
6630 · Maintenance, Water Svc Lines	2,127.00	15,000.03	-12,873.03
6640 · Maintenance, Tanks	5,132.43	3,750.03	1,382.40
6650 · Maint., Distribution General	5,777.35	11,250.00	-5,472.65
6670 · Meters	120,786.36	22,500.00	98,286.36
<b>Total 6600 · Collection/Transmission</b>	185,293.73	187,500.15	-2,206.42
<b>6700 · Treatment</b>			
6710 · Chemicals & Filtering	38,542.10	18,750.06	19,792.04
6720 · Maintenance, Treatment Equip.	6,060.64	11,250.00	-5,189.36
6730 · Treatment Analysis	25,086.74	26,250.03	-1,163.29
<b>Total 6700 · Treatment</b>	69,689.48	56,250.09	13,439.39
<b>6770 · Uniforms</b>	2,556.27	1,875.06	681.21
<b>6800 · Vehicles</b>			
6810 · Fuel	7,704.38	9,000.00	-1,295.62
6820 · Truck Equipment, Expensed	1,013.88	1,500.03	-486.15
6830 · Truck Repairs	927.71	3,750.03	-2,822.32
<b>Total 6800 · Vehicles</b>	9,645.97	14,250.06	-4,604.09
<b>Total 6000 · Operations</b>	571,758.46	545,401.08	26,357.38
<b>Total Expense</b>	1,690,290.12	1,700,263.62	-9,973.50
<b>Net Ordinary Income</b>	1,517,061.26	-25,813.47	1,542,874.73

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

July 2023 through March 2024

	Jul '23 - Mar 24	Water Budget	\$	Over Budget
<b>Other Income/Expense</b>				
<b>Other Income</b>				
<b>7000 · Capital Account Revenues</b>				
<b>7100 · Connection Fees</b>				
7110 · Connection Fees (New Constr)	138,790.58	138,750.03		40.55
7120 · Connection Fees (Remodel)	35,656.62			
7130 · Conn. Fees, PFP (New Constr)	123,958.50	41,250.06		82,708.44
7155 · Add'l Fixture Units (Remodel)	6,767.98			
7157 · Fixture Fee Refunds	-27,695.58			
7160 · PFP Pass Thru	-1,540.50			
7165 · Meter Pass Thru Costs	8,154.29			
<b>Total 7100 · Connection Fees</b>	284,091.89	180,000.09		104,091.80
7250 · CAMP Interest Income	152,186.59	45,000.00		107,186.59
7600 · Bond Revenues, G.O.	535,951.29	597,690.50		-61,739.21
7650 · Water System Reliability	644,541.20	555,730.00		88,811.20
<b>Total 7000 · Capital Account Revenues</b>	1,616,770.97	1,378,420.59		238,350.38
<b>Total Other Income</b>	1,616,770.97	1,378,420.59		238,350.38
<b>Other Expense</b>				
<b>8000 · Capital Improvement Program</b>				
8100 · Water	383,169.34	2,898,750.06		-2,515,580.72
<b>Total 8000 · Capital Improvement Program</b>	383,169.34	2,898,750.06		-2,515,580.72
<b>9000 · Capital Account Expenses</b>				
9100 · Interest Expense - GO Bonds	32,139.48	56,977.00		-24,837.52
9125 · PNC Equipment Lease Interest	5,260.58	5,382.00		-121.42
9150 · SRF Loan	28,752.45	28,752.00		0.45
9210 · Conservation Program/Rebates	150.00	0.00		150.00
<b>Total 9000 · Capital Account Expenses</b>	66,302.51	91,111.00		-24,808.49
<b>Total Other Expense</b>	449,471.85	2,989,861.06		-2,540,389.21
<b>Net Other Income</b>	1,167,299.12	-1,611,440.47		2,778,739.59
<b>Net Income</b>	2,684,360.38	-1,637,253.94		4,321,614.32

**Montara Water & Sanitary District**  
**Funds Balance Sheet**  
As of March 31, 2024

	Sewer	Water	TOTAL
<b>ASSETS</b>			
<b>Current Assets</b>			
<b>Checking/Savings</b>			
<b>Sewer - Bank Accounts</b>			
Wells Fargo Operating - Sewer	2,918,176.14	0.00	2,918,176.14
LAIF Investment Fund			
Capital Reserve	4,306,741.28	0.00	4,306,741.28
Operating Reserve	2,769,507.00	0.00	2,769,507.00
<b>Total LAIF Investment Fund</b>	<b>7,076,248.28</b>	<b>0.00</b>	<b>7,076,248.28</b>
<b>Total Sewer - Bank Accounts</b>	<b>9,994,424.42</b>	<b>0.00</b>	<b>9,994,424.42</b>
<b>Water - Bank Accounts</b>			
<b>CAMP Investment Fund</b>			
Capital Reserve	0.00	4,173,803.37	4,173,803.37
Operating Reserve	0.00	1,133,508.00	1,133,508.00
<b>Total CAMP Investment Fund</b>	<b>0.00</b>	<b>5,307,311.37</b>	<b>5,307,311.37</b>
Wells Fargo Operating - Water	0.00	33,620.86	33,620.86
Restricted Cash			
2020 GO Bonds Fund - Chase	0.00	743,807.11	743,807.11
<b>Total Restricted Cash</b>	<b>0.00</b>	<b>743,807.11</b>	<b>743,807.11</b>
<b>Total Water - Bank Accounts</b>	<b>0.00</b>	<b>6,084,739.34</b>	<b>6,084,739.34</b>
<b>Total Checking/Savings</b>	<b>9,994,424.42</b>	<b>6,084,739.34</b>	<b>16,079,163.76</b>
<b>Accounts Receivable</b>			
<b>Sewer - Accounts Receivable</b>			
Lease Receivable	148,905.00	0.00	148,905.00
Accounts Receivable	-3,666.76	0.00	-3,666.76
Sewer - Accounts Receivable - Other	-10,061.79	0.00	-10,061.79
<b>Total Sewer - Accounts Receivable</b>	<b>135,176.45</b>	<b>0.00</b>	<b>135,176.45</b>
<b>Water - Accounts Receivable</b>			
Accounts Receivable	0.00	13,967.03	13,967.03
Accounts Rec. - Backflow	0.00	29,141.11	29,141.11
Accounts Rec. - Water Residents	0.00	266,101.31	266,101.31
Unbilled Water Receivables	0.00	243,766.73	243,766.73
<b>Total Water - Accounts Receivable</b>	<b>0.00</b>	<b>552,976.18</b>	<b>552,976.18</b>
<b>Total Accounts Receivable</b>	<b>135,176.45</b>	<b>552,976.18</b>	<b>688,152.63</b>
<b>Other Current Assets</b>			
Maint/Parts Inventory	0.00	42,656.32	42,656.32
<b>Total Other Current Assets</b>	<b>0.00</b>	<b>42,656.32</b>	<b>42,656.32</b>
<b>Total Current Assets</b>	<b>10,129,600.87</b>	<b>6,680,371.84</b>	<b>16,809,972.71</b>
<b>Fixed Assets</b>			
<b>Sewer - Fixed Assets</b>			
General Plant	9,149,397.80	0.00	9,149,397.80
Land	5,000.00	0.00	5,000.00
<b>Other Capital Improv.</b>			
Sewer-Original Cost	685,599.18	0.00	685,599.18
Other Cap. Improv.	2,564,810.39	0.00	2,564,810.39
<b>Total Other Capital Improv.</b>	<b>3,250,409.57</b>	<b>0.00</b>	<b>3,250,409.57</b>
Seal Cove Collection System	995,505.00	0.00	995,505.00
<b>Sewage Collection Facility</b>			
Collection Facility - Org. Cost	1,349,064.00	0.00	1,349,064.00
Collection Facility - Other	3,991,243.33	0.00	3,991,243.33
<b>Total Sewage Collection Facility</b>	<b>5,340,307.33</b>	<b>0.00</b>	<b>5,340,307.33</b>
Treatment Facility	244,539.84	0.00	244,539.84
Accumulated Depreciation	-10,872,874.00	0.00	-10,872,874.00
<b>Total Sewer - Fixed Assets</b>	<b>8,112,285.54</b>	<b>0.00</b>	<b>8,112,285.54</b>

**Montara Water & Sanitary District**  
**Funds Balance Sheet**  
As of March 31, 2024

<b>Water - Fixed Assets</b>			
General Plant	0.00	29,787,721.97	29,787,721.97
Land & Easements	0.00	734,500.00	734,500.00
Surface Water Rights	0.00	300,000.00	300,000.00
Water Meters	0.00	1,058,985.00	1,058,985.00
Fixed Assets - Other	0.00	48,171.78	48,171.78
Accumulated Depreciation	0.00	-15,809,611.00	-15,809,611.00
<b>Total Water - Fixed Assets</b>	<b>0.00</b>	<b>16,119,767.75</b>	<b>16,119,767.75</b>
<b>Total Fixed Assets</b>	<b>8,112,285.54</b>	<b>16,119,767.75</b>	<b>24,232,053.29</b>
<b>Other Assets</b>			
<b>Sewer - Other Assets</b>			
Def'd Amts Related to Pensions	113,218.00	0.00	113,218.00
<b>Joint Power Authority</b>			
SAM - Orig Collection Facility	981,592.00	0.00	981,592.00
SAM - Expansion	1,705,955.08	0.00	1,705,955.08
<b>Total Joint Power Authority</b>	<b>2,687,547.08</b>	<b>0.00</b>	<b>2,687,547.08</b>
<b>Total Sewer - Other Assets</b>	<b>2,800,765.08</b>	<b>0.00</b>	<b>2,800,765.08</b>
<b>Water - Other Assets</b>			
Def'd Amts Related to Pensions	0.00	252,003.00	252,003.00
Due from Sewer	0.00	1,391,848.36	1,391,848.36
<b>Total Water - Other Assets</b>	<b>0.00</b>	<b>1,643,851.36</b>	<b>1,643,851.36</b>
<b>Total Other Assets</b>	<b>2,800,765.08</b>	<b>1,643,851.36</b>	<b>4,444,616.44</b>
<b>TOTAL ASSETS</b>	<b>21,042,651.49</b>	<b>24,443,990.95</b>	<b>45,486,642.44</b>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
	259,267.79	121,706.47	380,974.26
<b>Long Term Liabilities</b>			
<b>Sewer - Long Term Liabilities</b>			
Deferred Inflows (Sewer Leases)	141,496.00	0.00	141,496.00
Due to Water Fund	1,391,848.36	0.00	1,391,848.36
Accrued Vacations	29,339.03	0.00	29,339.03
I-Bank Loan	596,289.45	0.00	596,289.45
PNC Equip. Loan - L/T	199,511.05	0.00	199,511.05
<b>Total Sewer - Long Term Liabilities</b>	<b>2,358,483.89</b>	<b>0.00</b>	<b>2,358,483.89</b>
<b>Water - Long Term Liabilities</b>			
2020 GO Bonds	0.00	4,302,407.38	4,302,407.38
Accrued Vacations	0.00	37,678.17	37,678.17
PNC Equip. Loan - L/T	0.00	199,511.11	199,511.11
SRF Loan Payable - X109	0.00	2,333,514.62	2,333,514.62
<b>Total Water - Long Term Liabilities</b>	<b>0.00</b>	<b>6,873,111.28</b>	<b>6,873,111.28</b>
<b>Total Deferred Inflows (Pensions)</b>	<b>8,715.00</b>	<b>19,399.00</b>	<b>28,114.00</b>
<b>Total Long Term Liabilities</b>	<b>2,367,198.89</b>	<b>6,892,510.28</b>	<b>9,259,709.17</b>
<b>Total Liabilities</b>	<b>2,626,466.68</b>	<b>7,014,216.75</b>	<b>9,640,683.43</b>
<b>Equity</b>			
<b>Sewer - Equity Accounts</b>			
Capital Assets Net	3,408,252.20	0.00	3,408,252.20
Fund Balance - Unrestricted	8,793,316.07	0.00	8,793,316.07
Retained Earnings	-492,174.73	0.00	-492,174.73
<b>Total Sewer - Equity Accounts</b>	<b>11,709,393.54</b>	<b>0.00</b>	<b>11,709,393.54</b>
<b>Water - Equity Accounts</b>			
Capital Assets Net	0.00	2,868,858.70	2,868,858.70
Restricted Debt Service	0.00	1,384,997.90	1,384,997.90
Unrestricted	0.00	-1,562,801.59	-1,562,801.59
Retained Earnings	0.00	492,174.73	492,174.73
<b>Total Water - Equity Accounts</b>	<b>0.00</b>	<b>3,183,229.74</b>	<b>3,183,229.74</b>
<b>Equity Adjustment Account</b>	<b>6,150,133.04</b>	<b>11,562,184.08</b>	<b>17,712,317.12</b>
<b>Net Income</b>	<b>556,658.23</b>	<b>2,684,360.38</b>	<b>3,241,018.61</b>

**Montara Water & Sanitary District**  
**Funds Balance Sheet**  
As of March 31, 2024

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Total Equity	<u>18,416,184.81</u>	<u>17,429,774.20</u>	<u>35,845,959.01</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>21,042,651.49</u></b>	<b><u>24,443,990.95</u></b>	<b><u>45,486,642.44</u></b>



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

YTD Cash Information	July	August	September	October	November	December	January	February	March	April	May	June	Target Reserves	\$ Over (Under) Targets	% Over/(Under) Targets
Sewer - Operations	4,799,718.26	4,795,076.61	4,295,441.35	3,765,700.81	3,403,341.48	6,509,613.97	5,878,972.73	2,016,876.13	2,918,176.14						
Wells Fargo Operating Sewer Reserve Accounts															
LAI															
Capital Reserve	4,215,941.10	4,215,941.10	4,215,941.10	4,258,688.56	4,258,688.56	4,258,688.56	4,306,741.28	4,306,741.28	4,306,741.28				6,700,000.00	(2,393,258.72)	64%
Operating Reserve	524,507.00	524,507.00	524,507.00	524,507.00	524,507.00	524,507.00	524,507.00	2,769,507.00	2,769,507.00				2,813,414.00	(43,907.00)	98%
Subtotal	4,740,448.10	4,740,448.10	4,740,448.10	4,783,195.56	4,783,195.56	4,783,195.56	4,831,248.28	7,076,248.28	7,076,248.28						
<b>Water Operations</b>															
Wells Fargo Operating	66,244.20	84,909.23	(355.14)	23,905.76	42,704.46	59,284.54	78,444.55	18,057.53	33,620.86						
<b>Water - Reserve Accounts</b>															
CAMP - Reserve Funds															
Capital Reserve	2,998,600.24	3,014,247.10	3,029,695.42	3,046,076.65	3,062,072.13	3,062,072.13	3,062,072.13	3,062,072.13	4,173,803.37				6,458,585.00	(2,284,781.63)	65%
Operating Reserve	339,579.00	339,579.00	441,252.33	441,252.33	441,252.33	457,772.27	474,273.60	2,220,720.12	1,133,508.00				1,133,508.00	-	100%
Subtotal	3,338,179.24	3,353,826.10	3,470,947.75	3,487,328.98	3,503,324.46	3,519,844.40	3,536,345.73	5,282,792.25	5,307,311.37						
<b>Water - Restricted Accounts</b>															
JP Morgan Chase															
2020 GO Bond Fund	1,179,454.43	689,691.67	689,691.67	690,667.34	700,604.29	702,016.10	1,152,913.64	743,533.62	743,807.11						
Subtotal	1,179,454.43	689,691.67	689,691.67	690,667.34	700,604.29	702,016.10	1,152,913.64	743,533.62	743,807.11						
<b>Total Cash &amp; Equivalents</b>	<b>14,124,044.23</b>	<b>13,663,951.71</b>	<b>13,196,173.73</b>	<b>12,750,798.45</b>	<b>12,433,170.25</b>	<b>15,573,954.57</b>	<b>15,477,924.93</b>	<b>15,137,507.81</b>	<b>16,079,163.76</b>						

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

													TOTAL			
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>																
<b>Income</b>																
<b>4220 · Cell Tower Lease</b>	7,069.49	7,069.49	7,069.49	7,069.49	7,069.49	7,069.49	7,069.49	7,069.49	7,069.49				63,625.41	83,000.00	-19,374.59	76.66%
<b>4400 · Fees</b>																
<b>4410 · Administrative Fee (New Constr)</b>				1,244.00									1,244.00	4,000.00	-2,756.00	31.1%
<b>4420 · Administrative Fee (Remodel)</b>														1,000.00	-1,000.00	
<b>4430 · Inspection Fee (New Constr)</b>				1,178.00									1,178.00	4,000.00	-2,822.00	29.45%
<b>4440 · Inspection Fee (Remodel)</b>														1,000.00	-1,000.00	
<b>4460 · Remodel Fees</b>	1,496.00	1,244.00	622.00		136.00	1,059.00	272.00	1,059.00	437.00				6,325.00	8,000.00	-1,675.00	79.06%
<b>4470 · Other Fees</b>	160.00												160.00			
<b>Total 4400 · Fees</b>	1,656.00	1,244.00	622.00	2,422.00	136.00	1,059.00	272.00	1,059.00	437.00				8,907.00	18,000.00	-9,093.00	49.48%
<b>4510 · Grants</b>						732,291.90							732,291.90			
<b>4610 · Property Tax Receipts</b>		102,896.55	286.44	324.00	18,998.49	151,189.32	108,960.45	25,966.20					408,621.45	300,000.00	108,621.45	136.21%
<b>4710 · Sewer Service Charges</b>	2,950.88	1,352.45		983.60		1,956,555.11		284,574.65					2,246,416.69	3,883,231.00	-1,636,814.31	57.85%
<b>4720 · Sewer Service Refunds, Customer</b>					-6,682.82		-15,264.16	-867.90					-22,814.88	-10,000.00	-12,814.88	228.15%
<b>4760 · Waste Collection Revenues</b>	1,227.28	3,786.17	1,351.59	3,495.04	1,035.67	3,546.57	1,273.35	3,507.03	1,155.72				20,378.42	30,000.00	-9,621.58	67.93%
<b>4990 · Other Revenue</b>		22.34		21.72	150.88			28.78					223.72			
<b>Total Income</b>	12,903.65	116,371.00	9,329.52	14,315.85	20,707.71	2,851,711.39	102,311.13	321,337.25	8,662.21				3,457,649.71	4,304,231.00	-846,581.29	80.33%
<b>Gross Profit</b>	12,903.65	116,371.00	9,329.52	14,315.85	20,707.71	2,851,711.39	102,311.13	321,337.25	8,662.21				3,457,649.71	4,304,231.00	-846,581.29	80.33%
<b>Expense</b>																
<b>5000 · Administrative</b>																
<b>5190 · Bank Fees</b>	1,281.04	325.63	337.06	371.16	345.94	423.48	395.51	341.01	657.65				4,478.48	6,000.00	-1,521.52	74.64%
<b>5200 · Board of Directors</b>																
<b>5210 · Board Meetings</b>		200.00	2,113.85		400.00	400.00	400.00	200.00	400.00				4,113.85	4,000.00	113.85	102.85%
<b>5220 · Director Fees</b>		1,800.00	900.00		750.00	750.00	975.00	755.00	750.00				6,680.00	10,000.00	-3,320.00	66.8%
<b>5230 · Election Expenses</b>			7,500.00										7,500.00	15,000.00	-7,500.00	50.0%
<b>Total 5200 · Board of Directors</b>		2,000.00	10,513.85		1,150.00	1,150.00	1,375.00	955.00	1,150.00				18,293.85	29,000.00	-10,706.15	63.08%
<b>5250 · Conference Attendance</b>	415.00	337.50	392.53				112.50	769.50					2,027.03	10,000.00	-7,972.97	20.27%
<b>5270 · Information Systems</b>		779.88	1,355.25	254.38	162.50	443.75	237.50	200.00	368.75				3,802.01	6,000.00	-2,197.99	63.37%
<b>5300 · Insurance</b>																
<b>5310 · Fidelity Bond</b>														500.00	-500.00	
<b>5320 · Property &amp; Liability Insurance</b>	12,109.75								437.50				12,547.25	10,000.00	2,547.25	125.47%
<b>Total 5300 · Insurance</b>	12,109.75								437.50				12,547.25	10,500.00	2,047.25	119.5%
<b>5350 · LAFCO Assessment</b>														3,000.00	-3,000.00	
<b>5400 · Legal</b>																
<b>5430 · General Legal</b>	8,598.00		17,231.15	5,158.00	4,462.00	5,222.00	3,486.00	3,366.00	3,342.00				50,865.15	200,000.00	-149,134.85	25.43%
<b>5440 · Litigation</b>	2,979.38		7,762.06	3,569.30	12,461.15	10,296.45	2,160.00	11,272.75	8,864.00				59,365.09			
<b>Total 5400 · Legal</b>	11,577.38		24,993.21	8,727.30	16,923.15	15,518.45	5,646.00	14,638.75	12,206.00				110,230.24	200,000.00	-89,769.76	55.12%
<b>5510 · Maintenance, Office</b>	130.00		992.19	130.00		390.00	144.87	325.00					2,112.06	25,000.00	-22,887.94	8.45%

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

													TOTAL			
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>5530 · Memberships</b>					4,500.00								4,500.00	5,000.00	-500.00	90.0%
<b>5540 · Office Supplies</b>	611.04	132.89	675.03	649.86	1,231.88	100.76	933.99	730.70	338.27				5,404.42	8,250.00	-2,845.58	65.51%
<b>5550 · Postage</b>				1,031.57	8.01	207.10		211.68					1,458.36	1,150.00	308.36	126.81%
<b>5560 · Printing &amp; Publishing</b>	487.82	373.78	55.79	1,503.62	76.85	211.71	63.23	115.15	64.21				2,952.16	2,250.00	702.16	131.21%
<b>5600 · Professional Services</b>																
<b>5610 · Accounting</b>	3,650.00	3,927.50	4,852.50	2,715.00	3,555.00	2,255.00	3,125.00	2,575.00	3,967.50				30,622.50	39,000.00	-8,377.50	78.52%
<b>5620 · Audit</b>			2,500.00	5,000.00	1,200.00								8,700.00	13,500.00	-4,800.00	64.44%
<b>5630 · Consulting</b>	1,815.81	6,142.14	1,531.25	6,018.05	3,297.44	2,613.40	3,146.60	1,747.14	5,081.77				31,393.60	52,250.00	-20,856.40	60.08%
<b>5640 · Data Services</b>	1,199.50	9,213.23											10,412.73	10,000.00	412.73	104.13%
<b>5650 · Labor &amp; HR Support</b>	427.00		213.50	242.32	427.00		213.50	427.00					1,950.32	2,500.00	-549.68	78.01%
<b>5660 · Payroll Services</b>	91.64	125.56	91.64	127.00	97.38	94.52	183.40	95.95	95.95				1,003.04	1,000.00	3.04	100.3%
<b>Total 5600 · Professional Services</b>	7,183.95	19,408.43	9,188.89	14,102.37	8,576.82	4,962.92	6,668.50	4,845.09	9,145.22				84,082.19	118,250.00	-34,167.81	71.11%
<b>5710 · San Mateo Co. Tax Roll Charges</b>				119.00									119.00	2,500.00	-2,381.00	4.76%
<b>5720 · Telephone &amp; Internet</b>	4,475.47	4,484.79	823.77	-1,236.40	4,373.09	213.43	4,511.20	2,355.92	2,184.50				22,185.77	40,000.00	-17,814.23	55.46%
<b>5730 · Mileage Reimbursement</b>			294.24	19.95				189.33	329.76				833.28	2,000.00	-1,166.72	41.66%
<b>5740 · Reference Materials</b>														200.00	-200.00	
<b>5790 · Other Adminstrative</b>		18.04	337.66	-4,039.87					261.61				-3,422.56			
<b>5800 · Labor</b>																
<b>5810 · CalPERS 457 Deferred Plan</b>	1,681.16	1,885.79	5,067.93	1,848.36	1,866.71	1,751.73	1,943.56	1,741.69	1,751.31				19,538.24	21,486.00	-1,947.76	90.94%
<b>5820 · Employee Benefits</b>	8,438.94		4,219.47	4,219.47	8,859.65		4,640.18	9,280.38					39,658.09	52,135.00	-12,476.91	76.07%
<b>5830 · Disability Insurance</b>	152.55	152.55	152.55	152.55	155.57	155.56	155.56	155.56	156.47				1,388.92	2,271.00	-882.08	61.16%
<b>5840 · Payroll Taxes</b>	1,912.24	2,160.35	1,803.49	1,697.32	1,296.84	930.98	2,204.56	1,978.39	1,985.84				15,970.01	25,393.00	-9,422.99	62.89%
<b>5850 · PARS</b>	1,738.30	1,837.33	1,389.08	1,147.96	1,078.94	572.73	1,886.74	1,786.38	1,786.38				13,223.84	22,147.00	-8,923.16	59.71%
<b>5900 · Wages</b>																
<b>5910 · Management</b>	9,567.78	9,567.78	21,271.59	26,784.88	10,034.88	10,109.88	10,047.38	10,034.88	10,034.88				117,453.93	122,617.00	-5,163.07	95.79%
<b>5920 · Staff</b>	15,224.71	16,901.35	15,741.43	16,465.59	16,103.67	15,611.23	16,851.11	15,416.23	15,376.23				143,691.55	205,767.00	-62,075.45	69.83%
<b>5930 · Staff Certification</b>	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00	175.00				1,575.00	1,800.00	-225.00	87.5%
<b>5940 · Staff Overtime</b>	29.42	941.52	804.21	147.11	1,333.81	58.84	1,206.32	235.38	372.68				5,129.29	1,754.00	3,375.29	292.43%
<b>5950 · Staff Standby</b>		654.55		322.80			538.00						1,515.35			
<b>Total 5900 · Wages</b>	24,996.91	28,240.20	37,992.23	43,895.38	27,647.36	25,954.95	28,817.81	25,861.49	25,958.79				269,365.12	331,938.00	-62,572.88	81.15%
<b>5960 · Worker's Comp Insurance</b>			791.00			707.08							1,498.08	2,913.00	-1,414.92	51.43%
<b>Total 5800 · Labor</b>	38,920.10	34,276.22	51,415.75	52,961.04	40,905.07	30,073.03	39,648.41	40,803.89	31,638.79				360,642.30	458,283.00	-97,640.70	78.69%
<b>Total 5000 · Administrative</b>	77,191.55	62,137.16	101,375.22	74,593.98	78,253.31	53,694.63	59,736.71	66,481.02	58,782.26				632,245.84	927,383.00	-295,137.16	68.18%
<b>6000 · Operations</b>																
<b>6170 · Claims, Property Damage</b>														10,000.00	-10,000.00	
<b>6195 · Education &amp; Training</b>														2,000.00	-2,000.00	
<b>6200 · Engineering</b>																
<b>6220 · General Engineering</b>	2,962.50	917.50	2,508.00	3,657.50	1,463.00	5,240.50	1,776.50	4,192.50	6,665.00				29,383.00	70,000.00	-40,617.00	41.98%
<b>Total 6200 · Engineering</b>	2,962.50	917.50	2,508.00	3,657.50	1,463.00	5,240.50	1,776.50	4,192.50	6,665.00				29,383.00	70,000.00	-40,617.00	41.98%

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

	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	TOTAL			
													Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>6330 · Facilities</b>													8,965.20	12,000.00	-3,034.80	74.71%
6335 · Alarm Services	690.60	430.08	560.82	557.10	430.08	560.82	557.10	1,617.78	560.82				5,965.20	6,000.00	-34.80	99.42%
6337 · Landscaping				3,000.00									3,000.00	6,000.00	-3,000.00	50.0%
<b>Total 6330 · Facilities</b>	690.60	430.08	560.82	3,557.10	430.08	560.82	557.10	1,617.78	560.82				8,965.20	12,000.00	-3,034.80	74.71%
<b>6400 · Pumping</b>													47,323.10	65,000.00	-17,676.90	72.81%
6410 · Pumping Fuel & Electricity	3,549.85	3,553.27	3,590.30	3,016.65	3,076.52	2,980.47	3,697.90	14,519.05	4,823.67				42,807.68	50,000.00	-7,192.32	85.62%
6420 · Pumping Maintenance, Generators	2,260.00				2,172.00	83.42							4,515.42	15,000.00	-10,484.58	30.1%
<b>Total 6400 · Pumping</b>	5,809.85	3,553.27	3,590.30	3,016.65	5,248.52	3,063.89	3,697.90	14,519.05	4,823.67				47,323.10	65,000.00	-17,676.90	72.81%
<b>6600 · Collection/Transmission</b>														10,000.00	-10,000.00	
6660 · Maintenance, Collection System														10,000.00	-10,000.00	
<b>Total 6600 · Collection/Transmission</b>														10,000.00	-10,000.00	
<b>6770 · Uniforms</b>														200.00	-200.00	
<b>6800 · Vehicles</b>													3,215.33	3,200.00	15.33	100.48%
6810 · Fuel	203.38	229.19	205.45		288.05	456.71	233.87	692.37	259.11				2,568.13	2,000.00	568.13	128.41%
6820 · Truck Equipment, Expensed	202.73	41.52			10.90	58.51			24.30				337.96	200.00	137.96	168.98%
6830 · Truck Repairs	31.08				278.16								309.24	1,000.00	-690.76	30.92%
<b>Total 6800 · Vehicles</b>	437.19	270.71	205.45		577.11	515.22	233.87	692.37	283.41				3,215.33	3,200.00	15.33	100.48%
<b>6900 · Sewer Authority Midcoastside</b>													2,244,310.20	2,276,314.00	-32,003.80	98.59%
6910 · SAM Collections	24,571.83	24,571.83	24,571.83	24,571.83	24,571.83	24,571.83	24,571.83	24,571.83	24,571.83				221,146.47	294,862.00	-73,715.53	75.0%
6920 · SAM Operations	118,801.91	118,801.91	118,801.91	118,801.91	118,801.91	118,801.91	118,801.91	118,801.91	118,801.91				1,069,217.19	1,806,452.00	-737,234.81	59.19%
6930 · SAM Prior Year Adjustment				51,805.20		732,291.90							784,097.10			
6940 · SAM Maintenance, Collection Sys						465.25			10,506.68				10,971.93	45,000.00	-34,028.07	24.38%
6950 · SAM Maintenance, Pumping		13,861.24	2,211.68	17,363.23	681.95	30,464.99	8,410.56		74,778.50				147,772.15	130,000.00	17,772.15	113.67%
6960 · SAM NDWSCP			150.00	6,020.00		630.00		4,305.36					11,105.36			
<b>Total 6900 · Sewer Authority Midcoastside</b>	143,373.74	157,234.98	145,735.42	218,562.17	144,055.69	907,225.88	151,784.30	147,679.10	228,658.92				2,244,310.20	2,276,314.00	-32,003.80	98.59%
<b>Total 6000 · Operations</b>	153,273.88	162,406.54	152,599.99	228,793.42	151,774.40	916,606.31	158,049.67	168,700.80	240,991.82				2,333,196.83	2,448,714.00	-115,517.17	95.28%
<b>Total Expense</b>	230,465.43	224,543.70	253,975.21	303,387.40	230,027.71	970,300.94	217,786.38	235,181.82	299,774.08				2,965,442.67	3,376,097.00	-410,654.33	87.84%
<b>Net Ordinary Income</b>	-217,561.78	-108,172.70	-244,645.69	-289,071.55	-209,320.00	1,881,410.45	-115,475.25	86,155.43	-291,111.87				492,207.04	928,134.00	-435,926.96	53.03%
<b>Other Income/Expense</b>																
<b>Other Income</b>																
<b>7000 · Capital Account Revenues</b>																
<b>7100 · Connection Fees</b>																
7110 · Connection Fees (New Constr)	65,222.00				33,986.00		33,986.00						133,194.00	220,000.00	-86,806.00	60.54%
7120 · Connection Fees (Remodel)				12,231.00	26,820.00								39,051.00	55,000.00	-15,949.00	71.0%
7152 · Connection Fee Refunds														-20,000.00	20,000.00	
7153 · Add'l Fixture Units (New Const)	6,705.00	9,657.00		3,231.00	4,077.00		9,513.00						33,183.00	20,000.00	13,183.00	165.92%
7155 · Add'l Fixture Units (Remodel)		8,154.00	17,595.00		29,898.00	47,130.00			36,693.00				139,470.00	20,000.00	119,470.00	697.35%
7157 · Fixture Fee Refunds							-27,778.50	-4,764.50					-32,543.00			
7160 · PFP Pass Thru					-2,858.00								-2,858.00			

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

	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	TOTAL			
													Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>7165 · Meter Pass Thru Costs</b>						-268.05							-268.05			
<b>Total 7100 · Connection Fees</b>	71,927.00	17,811.00	17,595.00	15,462.00	91,923.00	46,861.95	15,720.50	-4,764.50	36,693.00				309,228.95	295,000.00	14,228.95	104.82%
<b>7200 · Interest Income - LAIF</b>	36,929.21			42,747.46			48,052.72						127,729.39	60,000.00	67,729.39	212.88%
<b>Total 7000 · Capital Account Revenues</b>	108,856.21	17,811.00	17,595.00	58,209.46	91,923.00	46,861.95	63,773.22	-4,764.50	36,693.00				436,958.34	355,000.00	81,958.34	123.09%
<b>Total Other Income</b>	108,856.21	17,811.00	17,595.00	58,209.46	91,923.00	46,861.95	63,773.22	-4,764.50	36,693.00				436,958.34	355,000.00	81,958.34	123.09%
<b>Other Expense</b>																
<b>8000 · Capital Improvement Program</b>																
<b>8075 · Sewer</b>	16,731.70	83,146.82	83,240.65	114,561.06	4,956.35	1,149.50	12,217.04	25,362.19	15,186.55				356,551.86	3,999,285.00	-3,642,733.14	8.92%
<b>Total 8000 · Capital Improvement Program</b>	16,731.70	83,146.82	83,240.65	114,561.06	4,956.35	1,149.50	12,217.04	25,362.19	15,186.55				356,551.86	3,999,285.00	-3,642,733.14	8.92%
<b>9000 · Capital Account Expenses</b>																
<b>9125 · PNC Equipment Lease Interest</b>	1,015.55		655.59	639.27	622.91	606.51	590.06	573.58	557.06				5,260.53	7,176.00	-1,915.47	73.31%
<b>9200 · I-Bank Loan</b>	1,601.35						9,093.41						10,694.76	18,702.00	-8,007.24	57.19%
<b>Total 9000 · Capital Account Expenses</b>	2,616.90		655.59	639.27	622.91	606.51	9,683.47	573.58	557.06				15,955.29	25,878.00	-9,922.71	61.66%
<b>Total Other Expense</b>	19,348.60	83,146.82	83,896.24	115,200.33	5,579.26	1,756.01	21,900.51	25,935.77	15,743.61				372,507.15	4,025,163.00	-3,652,655.85	9.25%
<b>Net Other Income</b>	89,507.61	-65,335.82	-66,301.24	-56,990.87	86,343.74	45,105.94	41,872.71	-30,700.27	20,949.39				64,451.19	-3,670,163.00	3,734,614.19	-1.76%
<b>Net Income</b>	<b>-128,054.17</b>	<b>-173,508.52</b>	<b>-310,946.93</b>	<b>-346,062.42</b>	<b>-122,976.26</b>	<b>1,926,516.39</b>	<b>-73,602.54</b>	<b>55,455.16</b>	<b>-270,162.48</b>				<b>556,658.23</b>	<b>-2,742,029.00</b>	<b>3,298,687.23</b>	<b>-20.3%</b>

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

												TOTAL				
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>																
<b>Income</b>																
<b>4400 · Fees</b>																
4410 · Administrative Fee (New Constr)				1,244.00									1,244.00	4,000.00	-2,756.00	31.1%
4420 · Administrative Fee (Remodel)														600.00	-600.00	
4430 · Inspection Fee (New Constr)				1,178.00									1,178.00	4,000.00	-2,822.00	29.45%
4440 · Inspection Fee (Remodel)																
4450 · Mainline Extension Fees																
4470 · Other Fees	160.00												160.00			
<b>Total 4400 · Fees</b>	160.00			2,422.00									2,582.00	8,600.00	-6,018.00	30.02%
<b>4610 · Property Tax Receipts</b>	-0.01	102,896.55	286.43	324.00	18,998.48	151,189.31	108,960.45	25,966.18					408,621.39	300,000.00	108,621.39	136.21%
<b>4740 · Testing, Backflow</b>	1,486.00	1,496.00	2,176.00		2,040.00	9,047.00	952.00	1,088.00	1,904.00				20,189.00	18,000.00	2,189.00	112.16%
<b>4760 · Waste Collection Revenues</b>																
<b>4810 · Water Sales, Domestic</b>	142,714.49	205,441.91	156,717.66	153,940.81	170,874.59	139,747.96	195,630.04	100,659.36	249,177.14				1,514,903.96	2,014,000.00	-499,096.04	75.22%
<b>4850 · Water Sales Refunds, Customer</b>														-8,000.00	8,000.00	
<b>4990 · Other Revenue</b>		22.35		21.73	150.88			28.78	1,260,831.29				1,261,055.03			
<b>Total Income</b>	144,360.48	309,856.81	159,180.09	156,708.54	192,063.95	299,984.27	305,542.49	127,742.32	1,511,912.43				3,207,351.38	2,332,600.00	874,751.38	137.5%
<b>Gross Profit</b>	144,360.48	309,856.81	159,180.09	156,708.54	192,063.95	299,984.27	305,542.49	127,742.32	1,511,912.43				3,207,351.38	2,332,600.00	874,751.38	137.5%
<b>Expense</b>																
<b>5000 · Administrative</b>																
5190 · Bank Fees	1,281.04	325.63	337.05	371.15	345.93	423.47	395.50	341.00					3,820.77	5,500.00	-1,679.23	69.47%
<b>5200 · Board of Directors</b>																
5210 · Board Meetings		200.00	2,113.85		400.00	400.00	400.00	200.00	400.00				4,113.85	4,000.00	113.85	102.85%
5220 · Director Fees		1,800.00	900.00		750.00	750.00	975.00	755.00	750.00				6,680.00	10,000.00	-3,320.00	66.8%
5230 · Election Expenses			7,500.00										7,500.00	15,000.00	-7,500.00	50.0%
<b>Total 5200 · Board of Directors</b>		2,000.00	10,513.85		1,150.00	1,150.00	1,375.00	955.00	1,150.00				18,293.85	29,000.00	-10,706.15	63.08%
<b>5240 · CDPH Fees</b>						4,614.00	14,055.08						18,669.08	18,000.00	669.08	103.72%
<b>5250 · Conference Attendance</b>	415.00	337.50	1,048.49				112.50	1,609.50					3,522.99	15,000.00	-11,477.01	23.49%
<b>5270 · Information Systems</b>		779.87	1,355.25	254.37	162.50	443.75	237.50	200.00	368.75				3,801.99	6,500.00	-2,698.01	58.49%
<b>5300 · Insurance</b>																
5310 · Fidelity Bond														500.00	-500.00	
5320 · Property & Liability Insurance	13,159.75				656.00				437.50				14,253.25	10,000.00	4,253.25	142.53%
<b>Total 5300 · Insurance</b>	13,159.75				656.00				437.50				14,253.25	10,500.00	3,753.25	135.75%
<b>5350 · LAFCO Assessment</b>														3,000.00	-3,000.00	
<b>5400 · Legal</b>																
5430 · General Legal	8,598.00		17,211.16	5,158.00	4,462.00	5,222.00	3,486.00	3,366.00	3,342.00				50,845.16	75,000.00	-24,154.84	67.79%
5440 · Litigation	208.00		544.00	640.00	80.00								1,472.00			
<b>Total 5400 · Legal</b>	8,806.00		17,755.16	5,798.00	4,542.00	5,222.00	3,486.00	3,366.00	3,342.00				52,317.16	75,000.00	-22,682.84	69.76%
<b>5510 · Maintenance, Office</b>	179.80	95.16	1,262.23	130.00		470.27	144.87	325.00					2,607.33	25,000.00	-22,392.67	10.43%

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

	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	TOTAL			
													Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>5530 · Memberships</b>					4,500.00	17,345.00	945.00						22,790.00	25,000.00	-2,210.00	91.16%
<b>5540 · Office Supplies</b>	611.03	132.89	675.00	649.84	1,231.85	100.75	933.96	730.69	338.26				5,404.27	6,250.00	-845.73	86.47%
<b>5550 · Postage</b>	1,589.08	2,283.68		2,431.23	1,482.23	2,671.90	123.56	1,777.30	2,088.64				14,447.62	14,750.00	-302.38	97.95%
<b>5560 · Printing &amp; Publishing</b>	550.02	1,098.18	1,285.66	1,503.59	76.85	211.70	1,547.70	115.12	64.22				6,453.04	5,750.00	703.04	112.23%
<b>5600 · Professional Services</b>																
<b>5610 · Accounting</b>	3,650.00	3,927.50	4,852.50	2,715.00	3,555.00	2,255.00	3,125.00	2,575.00	3,967.50				30,622.50	39,000.00	-8,377.50	78.52%
<b>5620 · Audit</b>			2,500.00	5,000.00	1,200.00								8,700.00	13,500.00	-4,800.00	64.44%
<b>5630 · Consulting</b>	1,815.82	6,142.15	1,531.25	6,018.05	3,297.42	2,613.39	3,146.60	1,747.15	5,081.77				31,393.60	67,250.00	-35,856.40	46.68%
<b>5640 · Data Services</b>	1,199.50												1,199.50	1,000.00	199.50	119.95%
<b>5650 · Labor &amp; HR Support</b>	427.00		213.50	242.32	427.00		213.50	427.00					1,950.32	2,500.00	-549.68	78.01%
<b>5660 · Payroll Services</b>	91.66	125.58	91.66	127.01	97.40	94.52	183.41	95.96	95.96				1,003.16	1,000.00	3.16	100.32%
<b>Total 5600 · Professional Services</b>	7,183.98	10,195.23	9,188.91	14,102.38	8,576.82	4,962.91	6,668.51	4,845.11	9,145.23				74,869.08	124,250.00	-49,380.92	60.26%
<b>5710 · San Mateo Co. Tax Roll Charges</b>				119.00									119.00	2,500.00	-2,381.00	4.76%
<b>5720 · Telephone &amp; Internet</b>	4,834.41	5,213.00	1,531.82	-504.07	5,110.42	950.76	4,766.63	3,732.74	3,121.97				28,757.68	50,000.00	-21,242.32	57.52%
<b>5730 · Mileage Reimbursement</b>	282.85		294.24	19.95	93.83		123.60	189.33	370.34				1,374.14	2,000.00	-625.86	68.71%
<b>5740 · Reference Materials</b>														500.00	-500.00	
<b>5790 · Other Administrative</b>	320.84	2,791.24	337.66	-4,045.87			123.77		307.62				-164.74			
<b>5800 · Labor</b>																
<b>5810 · CalPERS 457 Deferred Plan</b>	4,078.38	4,456.34	7,647.51	4,108.95	4,330.33	3,637.47	4,009.44	3,684.44	4,132.87				40,085.73	51,461.00	-11,375.27	77.9%
<b>5820 · Employee Benefits</b>	22,675.89		12,565.44	12,565.44	26,371.12		13,805.68	27,611.34					115,594.91	155,291.00	-39,696.09	74.44%
<b>5830 · Disability Insurance</b>	329.39	329.39	329.39	345.27	338.38	334.39	334.39	334.39	364.98				3,039.97	5,572.00	-2,532.03	54.56%
<b>5840 · Payroll Taxes</b>	4,563.59	4,982.88	4,656.38	4,588.65	4,535.48	3,592.84	5,096.51	4,653.26	5,258.22				41,927.81	59,514.00	-17,586.19	70.45%
<b>5850 · PARS</b>	3,731.96	4,020.87	3,427.57	3,189.41	2,896.61	2,070.28	3,654.16	3,295.75	3,793.00				30,079.61	47,101.00	-17,021.39	63.86%
<b>5900 · Wages</b>																
<b>5910 · Management</b>	9,567.80	9,567.80	21,271.61	26,784.88	10,034.88	10,109.88	10,047.38	10,034.88	10,034.88				117,453.99	122,617.00	-5,163.01	95.79%
<b>5920 · Staff</b>	42,121.16	46,357.89	42,735.32	49,078.01	47,502.09	43,440.03	48,427.48	42,389.23	50,692.17				412,743.38	554,440.00	-141,696.62	74.44%
<b>5930 · Staff Certification</b>	775.00	925.00	925.00	925.00	825.00	725.00	825.00	725.00	925.00				7,575.00	11,400.00	-3,825.00	66.45%
<b>5940 · Staff Overtime</b>	4,349.89	4,430.67	7,494.35	2,315.35	8,336.35	3,548.80	4,556.59	5,183.60	4,040.54				44,256.14	60,420.00	-16,163.86	73.25%
<b>5950 · Staff Standby</b>	2,840.75	3,854.13	2,858.70	2,586.90	3,283.62	2,926.54	2,764.43	2,494.15	3,042.06				26,651.28	29,086.00	-2,434.72	91.63%
<b>Total 5900 · Wages</b>	59,654.60	65,135.49	75,284.98	81,690.14	69,981.94	60,750.25	66,620.88	60,826.86	68,734.65				608,679.79	777,963.00	-169,283.21	78.24%
<b>5960 · Worker's Comp Insurance</b>			3,847.57			3,939.76							7,787.33	24,413.00	-16,625.67	31.9%
<b>Total 5800 · Labor</b>	95,033.81	78,924.97	107,758.84	106,487.86	108,453.86	74,324.99	93,521.06	100,406.04	82,283.72				847,195.15	1,121,315.00	-274,119.85	75.55%
<b>Total 5000 · Administrative</b>	134,247.61	104,177.35	153,344.16	127,317.43	136,382.29	112,891.50	128,560.24	118,592.83	103,018.25				1,118,531.66	1,539,815.00	-421,283.34	72.64%
<b>6000 · Operations</b>																
<b>6160 · Backflow Prevention</b>						706.07							706.07	1,000.00	-293.93	70.61%
<b>6170 · Claims, Property Damage</b>		393.15											393.15	10,000.00	-9,606.85	3.93%
<b>6180 · Communications</b>																
<b>6185 · SCADA Maintenance</b>				1,760.00	2,591.89		1,760.00	81.96					6,193.85	20,000.00	-13,806.15	30.97%
<b>Total 6180 · Communications</b>				1,760.00	2,591.89		1,760.00	81.96					6,193.85	20,000.00	-13,806.15	30.97%

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

	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	TOTAL			
													Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
<b>6195 · Education &amp; Training</b>		125.00	39.99	242.00	125.00		229.99	257.18					1,019.16	5,000.00	-3,980.84	20.38%
<b>6200 · Engineering</b>																
<b>6220 · General Engineering</b>	825.00		495.00			42.58							1,362.58	10,000.00	-8,637.42	13.63%
<b>6230 · Water Quality Engineering</b>	9,085.00	5,165.00	5,885.00	21,245.00	27,837.50	10,362.50	14,217.50	32,375.00	20,215.00				146,387.50	115,000.00	31,387.50	127.29%
<b>Total 6200 · Engineering</b>	9,910.00	5,165.00	6,380.00	21,245.00	27,837.50	10,405.08	14,217.50	32,375.00	20,215.00				147,750.08	125,000.00	22,750.08	118.2%
<b>6320 · Equipment &amp; Tools, Expensed</b>	582.95	1,363.48	309.93	1,279.72	488.50	717.74	148.25	1,156.12	3,538.91				9,585.60	10,000.00	-414.40	95.86%
<b>6330 · Facilities</b>																
<b>6335 · Alarm Services</b>	260.52		130.74	127.02		130.74	127.02	1,187.70	130.74				2,094.48	2,000.00	94.48	104.72%
<b>6337 · Landscaping</b>	860.00		1,065.00	3,860.00	2,381.62	1,065.00	385.00	1,925.00	860.00				12,401.62	15,000.00	-2,598.38	82.68%
<b>Total 6330 · Facilities</b>	1,120.52		1,195.74	3,987.02	2,381.62	1,195.74	512.02	3,112.70	990.74				14,496.10	17,000.00	-2,503.90	85.27%
<b>6370 · Lab Supplies &amp; Equipment</b>		5,642.00	157.51	454.80	4,984.86	328.14	730.00	1,268.22					13,565.53	4,000.00	9,565.53	339.14%
<b>6380 · Meter Reading</b>														500.00	-500.00	
<b>6400 · Pumping</b>																
<b>6410 · Pumping Fuel &amp; Electricity</b>	5,171.86	8,046.47	8,298.03	7,304.76	7,021.24	7,106.71	8,180.63	19,074.04	8,750.77				78,954.51	95,000.00	-16,045.49	83.11%
<b>6420 · Pumping Maintenance, Generators</b>	2,260.00				496.00	8,088.41	4,113.29						14,957.70	30,000.00	-15,042.30	49.86%
<b>6430 · Pumping Maintenance, General</b>		874.29					-1,000.00						-125.71	5,000.00	-5,125.71	-2.51%
<b>6440 · Pumping Equipment, Expensed</b>								125.05					125.05	700.00	-574.95	17.86%
<b>Total 6400 · Pumping</b>	7,431.86	8,920.76	8,298.03	7,304.76	7,517.24	15,195.12	11,293.92	19,199.09	8,750.77				93,911.55	130,700.00	-36,788.45	71.85%
<b>6500 · Supply</b>																
<b>6510 · Maintenance, Raw Water Mains</b>							767.35						767.35	2,500.00	-1,732.65	30.69%
<b>6520 · Maintenance, Wells</b>	1,082.80	941.29			1,079.53			49.21					3,152.83	25,000.00	-21,847.17	12.61%
<b>6530 · Water Purchases</b>					6,176.53		6,855.21						13,031.74	30,000.00	-16,968.26	43.44%
<b>Total 6500 · Supply</b>	1,082.80	941.29			7,256.06		7,622.56	49.21					16,951.92	57,500.00	-40,548.08	29.48%
<b>6600 · Collection/Transmission</b>																
<b>6610 · Hydrants</b>														10,000.00	-10,000.00	
<b>6620 · Maintenance, Water Mains</b>		16,022.90	8,107.37	3,644.94	9,416.78		14,278.60						51,470.59	170,000.00	-118,529.41	30.28%
<b>6630 · Maintenance, Water Svc Lines</b>		2,127.00											2,127.00	20,000.00	-17,873.00	10.64%
<b>6640 · Maintenance, Tanks</b>			36.32				3,500.00		1,596.11				5,132.43	5,000.00	132.43	102.65%
<b>6650 · Maint., Distribution General</b>		1,443.75		1,818.37	56.05	20.77			2,438.41				5,777.35	15,000.00	-9,222.65	38.52%
<b>6670 · Meters</b>		7,832.87	114.06	65,325.78	114.48	43,663.87	3,620.58	114.72					120,786.36	30,000.00	90,786.36	402.62%
<b>Total 6600 · Collection/Transmission</b>		27,426.52	8,257.75	70,789.09	9,587.31	43,684.64	21,399.18	114.72	4,034.52				185,293.73	250,000.00	-64,706.27	74.12%
<b>6700 · Treatment</b>																
<b>6710 · Chemicals &amp; Filtering</b>		7,646.01		1,713.67	175.38	1,139.68	6,971.68	20,881.32	14.36				38,542.10	25,000.00	13,542.10	154.17%
<b>6720 · Maintenance, Treatment Equip.</b>		206.57	3,398.80	429.54	1,073.20	378.27	215.43	358.83					6,060.64	15,000.00	-8,939.36	40.4%
<b>6730 · Treatment Analysis</b>	283.15	2,479.00	7,568.68	2,073.74	1,782.19	637.00	7,110.98	536.00	2,616.00				25,086.74	35,000.00	-9,913.26	71.68%
<b>Total 6700 · Treatment</b>	283.15	10,331.58	10,967.48	4,216.95	3,030.77	2,154.95	14,298.09	21,776.15	2,630.36				69,689.48	75,000.00	-5,310.52	92.92%
<b>6770 · Uniforms</b>	834.88	216.66	418.17	-21.87	451.05	192.22		96.56	368.60				2,556.27	2,500.00	56.27	102.25%
<b>6800 · Vehicles</b>																
<b>6810 · Fuel</b>	610.11	687.57	616.38	1,152.20	770.89	311.19	701.61	2,077.09	777.34				7,704.38	12,000.00	-4,295.62	64.2%



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

												TOTAL				
	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Apr 24	May 24	Jun 24	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
6820 · Truck Equipment, Expensed	608.19	124.55		43.59	199.17	-34.51			72.89				1,013.88	2,000.00	-986.12	50.69%
6830 · Truck Repairs	93.23			1,112.64	-278.16								927.71	5,000.00	-4,072.29	18.55%
<b>Total 6800 · Vehicles</b>	<b>1,311.53</b>	<b>812.12</b>	<b>616.38</b>	<b>2,308.43</b>	<b>691.90</b>	<b>276.68</b>	<b>701.61</b>	<b>2,077.09</b>	<b>850.23</b>				<b>9,645.97</b>	<b>19,000.00</b>	<b>-9,354.03</b>	<b>50.77%</b>
<b>Total 6000 · Operations</b>	<b>22,557.69</b>	<b>61,337.56</b>	<b>36,640.98</b>	<b>113,565.90</b>	<b>66,943.70</b>	<b>74,856.38</b>	<b>72,913.12</b>	<b>81,514.79</b>	<b>41,428.34</b>				<b>571,758.46</b>	<b>727,200.00</b>	<b>-155,441.54</b>	<b>78.63%</b>
<b>Total Expense</b>	<b>156,805.30</b>	<b>165,514.91</b>	<b>189,985.14</b>	<b>240,883.33</b>	<b>203,325.99</b>	<b>187,747.88</b>	<b>201,473.36</b>	<b>200,107.62</b>	<b>144,446.59</b>				<b>1,690,290.12</b>	<b>2,267,015.00</b>	<b>-576,724.88</b>	<b>74.56%</b>
<b>Net Ordinary Income</b>	<b>-12,444.82</b>	<b>144,341.90</b>	<b>-30,805.05</b>	<b>-84,174.79</b>	<b>-11,262.04</b>	<b>112,236.39</b>	<b>104,069.13</b>	<b>-72,365.30</b>	<b>1,367,465.84</b>				<b>1,517,061.26</b>	<b>65,585.00</b>	<b>1,451,476.26</b>	<b>2,313.12%</b>
<b>Other Income/Expense</b>																
<b>Other Income</b>																
<b>7000 · Capital Account Revenues</b>																
<b>7100 · Connection Fees</b>																
7110 · Connection Fees (New Constr)	52,196.00		8,121.58	26,277.00	26,277.00	25,919.00							138,790.58	185,000.00	-46,209.42	75.02%
7120 · Connection Fees (Remodel)		5,732.88		11,545.38	18,378.36								35,656.62			
7130 · Conn. Fees, PFP (New Constr)	37,299.00	24,413.50		25,374.00	12,594.00		24,278.00						123,958.50	55,000.00	68,958.50	225.38%
7155 · Add'l Fixture Units (Remodel)							6,767.98						6,767.98			
7157 · Fixture Fee Refunds					-26,277.00		951.92	-2,370.50					-27,695.58			
7160 · PFP Pass Thru				990.00	-2,530.50								-1,540.50			
7165 · Meter Pass Thru Costs	2,624.50	1,375.50	260.50	1,110.00		361.79			2,422.00				8,154.29			
<b>Total 7100 · Connection Fees</b>	<b>92,119.50</b>	<b>31,521.88</b>	<b>8,382.08</b>	<b>65,296.38</b>	<b>28,441.86</b>	<b>26,280.79</b>	<b>31,997.90</b>	<b>-2,370.50</b>	<b>2,422.00</b>				<b>284,091.89</b>	<b>240,000.00</b>	<b>44,091.89</b>	<b>118.37%</b>
7250 · CAMP Interest Income	14,999.34	15,646.86	15,448.32	16,381.23	15,995.48	16,519.94	16,501.33	16,174.97	24,519.12				152,186.59	60,000.00	92,186.59	253.64%
7600 · Bond Revenues, G.O.			686.91	288.76	-9,936.95	460,763.94	2,566.99	81,581.64					535,951.29	1,195,381.00	-659,429.71	44.84%
7650 · Water System Reliability	1,480.45	814.22		789.44		560,006.02		81,451.07					644,541.20	1,111,460.00	-466,918.80	57.99%
<b>Total 7000 · Capital Account Revenues</b>	<b>108,599.29</b>	<b>47,982.96</b>	<b>24,517.31</b>	<b>82,755.81</b>	<b>34,500.39</b>	<b>1,063,570.69</b>	<b>51,066.22</b>	<b>176,837.18</b>	<b>26,941.12</b>				<b>1,616,770.97</b>	<b>2,606,841.00</b>	<b>-990,070.03</b>	<b>62.02%</b>
<b>Total Other Income</b>	<b>108,599.29</b>	<b>47,982.96</b>	<b>24,517.31</b>	<b>82,755.81</b>	<b>34,500.39</b>	<b>1,063,570.69</b>	<b>51,066.22</b>	<b>176,837.18</b>	<b>26,941.12</b>				<b>1,616,770.97</b>	<b>2,606,841.00</b>	<b>-990,070.03</b>	<b>62.02%</b>
<b>Other Expense</b>																
<b>8000 · Capital Improvement Program</b>																
8100 · Water	11,518.75	48,683.25	51,416.25	35,145.94	21,795.59	6,685.00	77,266.47	33,012.37	97,645.72				383,169.34	3,865,000.00	-3,481,830.66	9.91%
<b>Total 8000 · Capital Improvement Program</b>	<b>11,518.75</b>	<b>48,683.25</b>	<b>51,416.25</b>	<b>35,145.94</b>	<b>21,795.59</b>	<b>6,685.00</b>	<b>77,266.47</b>	<b>33,012.37</b>	<b>97,645.72</b>				<b>383,169.34</b>	<b>3,865,000.00</b>	<b>-3,481,830.66</b>	<b>9.91%</b>
<b>9000 · Capital Account Expenses</b>																
9100 · Interest Expense - GO Bonds		4,967.53						27,171.95					32,139.48	56,977.00	-24,837.52	56.41%
9125 · PNC Equipment Lease Interest	1,015.56		655.60	639.28	622.91	606.51	590.07	573.59	557.06				5,260.58	7,176.00	-1,915.42	73.31%
9150 · SRF Loan					28,752.45								28,752.45	56,457.00	-27,704.55	50.93%
9210 · Conservation Program/Rebates		150.00											150.00		150.00	100.0%
<b>Total 9000 · Capital Account Expenses</b>	<b>1,015.56</b>	<b>5,117.53</b>	<b>655.60</b>	<b>639.28</b>	<b>29,375.36</b>	<b>606.51</b>	<b>590.07</b>	<b>27,745.54</b>	<b>557.06</b>				<b>66,302.51</b>	<b>120,610.00</b>	<b>-54,307.49</b>	<b>54.97%</b>
<b>Total Other Expense</b>	<b>12,534.31</b>	<b>53,800.78</b>	<b>52,071.85</b>	<b>35,785.22</b>	<b>51,170.95</b>	<b>7,291.51</b>	<b>77,856.54</b>	<b>60,757.91</b>	<b>98,202.78</b>				<b>449,471.85</b>	<b>3,985,610.00</b>	<b>-3,536,138.15</b>	<b>11.28%</b>
<b>Net Other Income</b>	<b>96,064.98</b>	<b>-5,817.82</b>	<b>-27,554.54</b>	<b>46,970.59</b>	<b>-16,670.56</b>	<b>1,056,279.18</b>	<b>-26,790.32</b>	<b>116,079.27</b>	<b>-71,261.66</b>				<b>1,167,299.12</b>	<b>-1,378,769.00</b>	<b>2,546,068.12</b>	<b>-84.66%</b>
<b>Net Income</b>	<b>83,620.16</b>	<b>138,524.08</b>	<b>-58,359.59</b>	<b>-37,204.20</b>	<b>-27,932.60</b>	<b>1,168,515.57</b>	<b>77,278.81</b>	<b>43,713.97</b>	<b>1,296,204.18</b>				<b>2,684,360.38</b>	<b>-1,313,184.00</b>	<b>3,997,544.38</b>	<b>-204.42%</b>

# Montara Water & Sanitary District Check Detail

April 26, 2024

Date	Num	Name	Paid Amount	
<b>Warrants for the Board of Directors Consent Agenda 5/2/2024</b>				
<b>SPLIT</b>				
04/04/2024	14637	ACWA JPIA	-18,445.86	PAID
04/02/2024	14630	CalPERS 457 Plan	-7,457.10	PAID
04/02/2024	14631	Huntington National Bank	-14,590.00	PAID
04/02/2024	14632	IEDA	-427.00	PAID
04/02/2024	14633	RVE Accounting	-7,935.00	PAID
04/02/2024	14635	Tech Solutions	-325.00	PAID
04/02/2024	14636	U.S. Bank PARS	-11,502.66	PAID
04/04/2024	14639	White Glove Housekeeping	-260.00	PAID
04/12/2024	14640	ACWA/JPIA Workers Comp	-4,729.33	PAID
04/12/2024	14641	Bay Alarm Company	-254.04	PAID
04/12/2024	14643	Bill Softky	-189.99	PAID
04/12/2024	14644	Cruzio Internet	-104.81	PAID
04/22/2024	14648	Lingo	-3,937.78	PAID
04/22/2024	14650	Michael Leytem	-5,000.00	PAID
04/12/2024	14646	PCT	-400.00	PAID
04/22/2024	14649	Pacific Gas & Electric	-7,687.17	PAID
04/12/2024	14647	Rauch Communication Consultants, Inc.	-77.50	PAID
04/26/2024	14652	A-B Communications	-175.15	
04/26/2024	14657	Cintas	-39.27	
04/26/2024	14662	Fitzgerald Law Offices	-11,596.47	
04/26/2024	14665	Kastama Strategic Consulting	-6,784.42	
04/26/2024	14666	KBA Document Solutions	-79.72	
04/26/2024	14667	KBA Document Solutions	-36.70	
04/26/2024	14671	ODP Business Solutions	-253.78	
04/26/2024	14672	PARS	-895.54	
04/26/2024	14673	San Mateo Daily Journal	-432.00	
04/26/2024	14678	Standard Insurance Co.	-521.45	

# Montara Water & Sanitary District

## Check Detail

April 26, 2024

Date	Num	Name	Paid Amount	
<b>WATER</b>				
04/04/2024	14638	Hassett	-753.23	PAID
04/02/2024	14634	SRT Consultants	-40,982.29	PAID
04/12/2024	14642	Bay Area Air Quality Management District	-986.00	PAID
04/12/2024	14645	Pacific Gas & Electric	-2,581.69	PAID
04/26/2024	14653	Andreini Brothers, Inc.	-7,053.86	
04/26/2024	14654	AT&T Mobility	-486.97	
04/26/2024	14655	Badger Meter, Inc.	-1,589.84	
04/26/2024	14656	BSK Lab	-10,791.02	
04/26/2024	14658	Core & Main	-6,939.58	
04/26/2024	14659	County of San Mateo Dept Public Works	-6,179.16	
04/26/2024	14661	Esbro Chemical	-1,476.68	
04/26/2024	14663	Hach Company	-456.98	
04/26/2024	14668	McMaster-Carr Supply Co.	-428.61	
04/26/2024	14669	MWSD Sewer to GO BOND	287,284.59	
04/29/2024	14681	Pacific Gas & Electric	-1,280.80	
04/29/2024	14682	SRT Consultants	-39,723.76	
04/26/2024	14679	Underground Republic Water Works	-1,720.91	
04/26/2024	14680	USA Blue Book	-594.52	
04/29/2024	14683	Wells Fargo Remittance	-6,262.42	

# Montara Water & Sanitary District Check Detail

April 26, 2024


Date	Num	Name	Paid Amount	
<b>SEWER</b>				
04/26/2024	14660	CSRMA	-2,106.85	
04/26/2024	14664	Hue & Cry Security Systems, Inc.	-430.08	
04/26/2024	14670	Nute Engineering	-14,281.00	
04/26/2024	14674	Sewer Authority Mid-Coastside	-86,851.00	
04/26/2024	14675	Sewer Authority Mid-Coastside	-12,307.94	
04/26/2024	14676	Sewer Authority Mid-Coastside	-24,571.83	
04/26/2024	14677	Sewer Authority Mid-Coastside	-118,801.91	



# MONTARA WATER AND SANITARY DISTRICT AGENDA

Prepared for the Meeting Of: **May 2, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager 

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

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

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

The Average Daily Flow for Montara was 0.50 MGD in March 2024. There were 0 reportable overflows in March 2024 in the Montara System. SAM indicates there was 4.64 inches of rain in March 2024 in Montara.

RECOMMENDATION:

Review and File

Attachments

# Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, March 2024

**March 2024**

	<b>Total</b>	<i>Number of S.S.O's</i>			
		<b>HMB</b>	<b>GCS D</b>	<b>MWSD</b>	<b>SAM</b>
Roots	0	0	0	0	0
Grease	0	0	0	0	0
Mechanical	0	0	0	0	0
Wet Weather	0	0	0	0	0
Other	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**12 Month Moving Total**

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

**Reportable SSOs**

	<b>Total</b>	<i>Reportable Number of S.S.O.'s</i>			
		<b>HMB</b>	<b>GCS D</b>	<b>MWSD</b>	<b>SAM</b>
March 2024	0	0	0	0	0
12 Month Moving Total	2	1	0	1	0

**SSOs / Year / 100 Miles**

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

**12 Month Rolling Total Sewer Cleaning Summary**

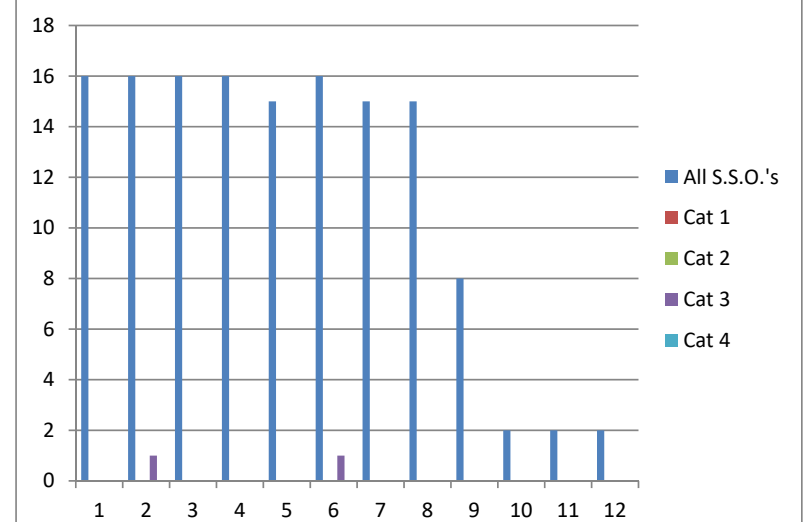
<b>Month</b>	<b>HMB</b>	<b>GCS D</b>	<b>MWSD</b>	<b>Total Feet</b>	<b>Total Miles</b>
Apr - 23	10,883	12,375	8,290	31,548	6.0
May - 23	12,239	11,619	5,356	29,214	5.5
June - 23	11,096	10,472	5,375	26,943	5.1
July - 23	9,325	10,286	4,744	24,355	4.6
Aug - 23	22,726	8,469	9,951	41,146	7.8
Sep - 23	13,355	14,640	5,960	33,955	6.4
Oct - 23	16,290	9,765	10,161	36,216	6.9
Nov - 23	10,835	9,620	10,746	31,201	5.9
Dec - 23	5,717	10,633	8,268	24,618	4.7
Jan - 24	4,029	14,785	12,144	30,958	5.9
Feb - 24	11,024	12,840	7,193	31,057	5.9
Mar - 24	10,744	6,990	6,117	23,851	4.5

Annual ft	138,263	132,494	94,305	365,062	
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Annual Mi.	26.2	25.1	17.9		69.1
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Attachment C

**12 Month Moving SSO Totals Through March 2024**



# Attachment A

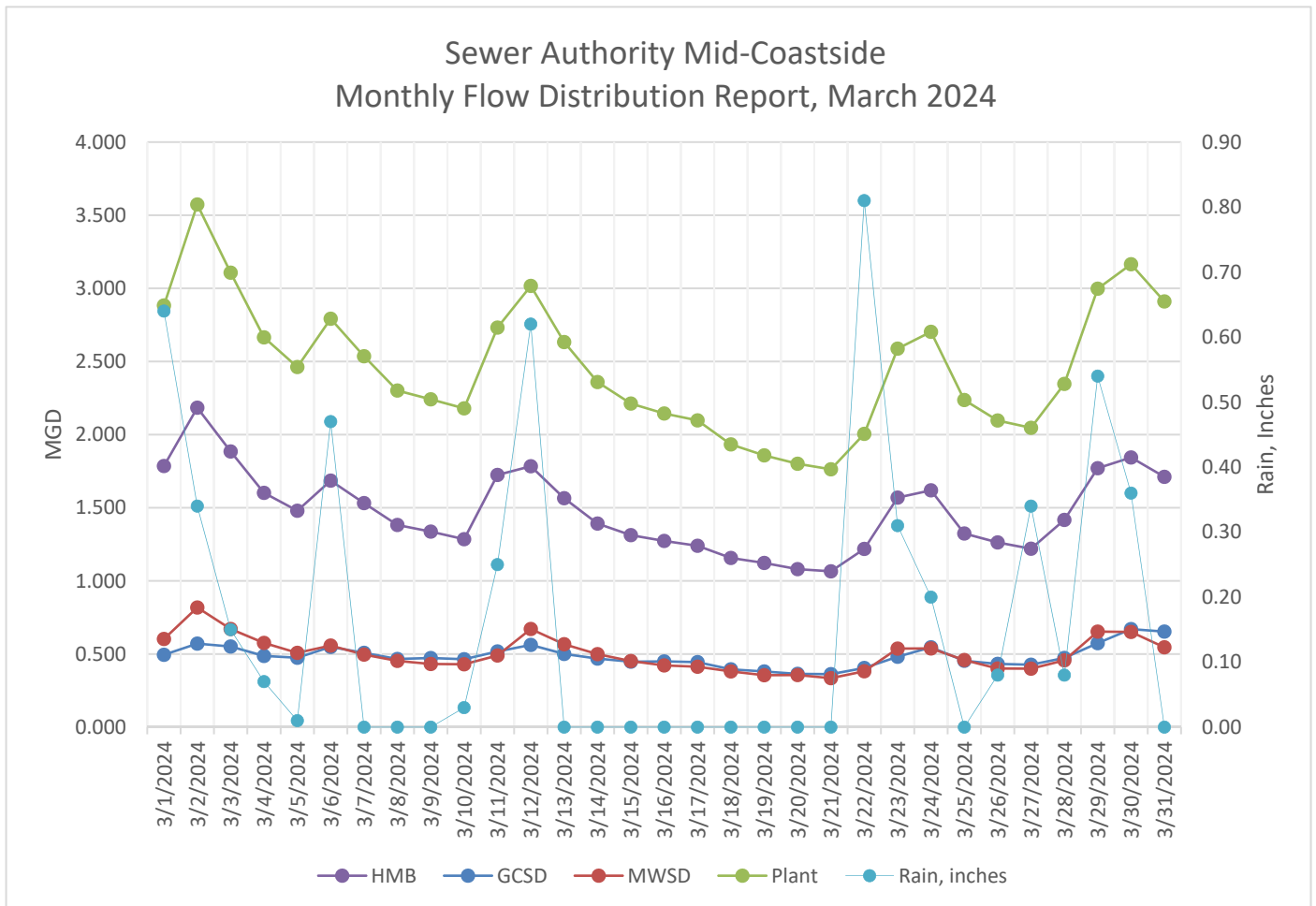
## Flow Distribution Report Summary for March 2024

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

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

The summary of the ADF information is as follows:

	<u>MGD</u>	<u>%</u>
The City of Half Moon Bay	1.478	60.00%
Granada Community Services District	0.485	19.70%
Montara Water and Sanitary District	<u>0.500</u>	<u>20.30%</u>
Total	2.464	100.0%



# Sewer Authority Mid-Coastside

## Monthly Flow Distribution Report for March 2024

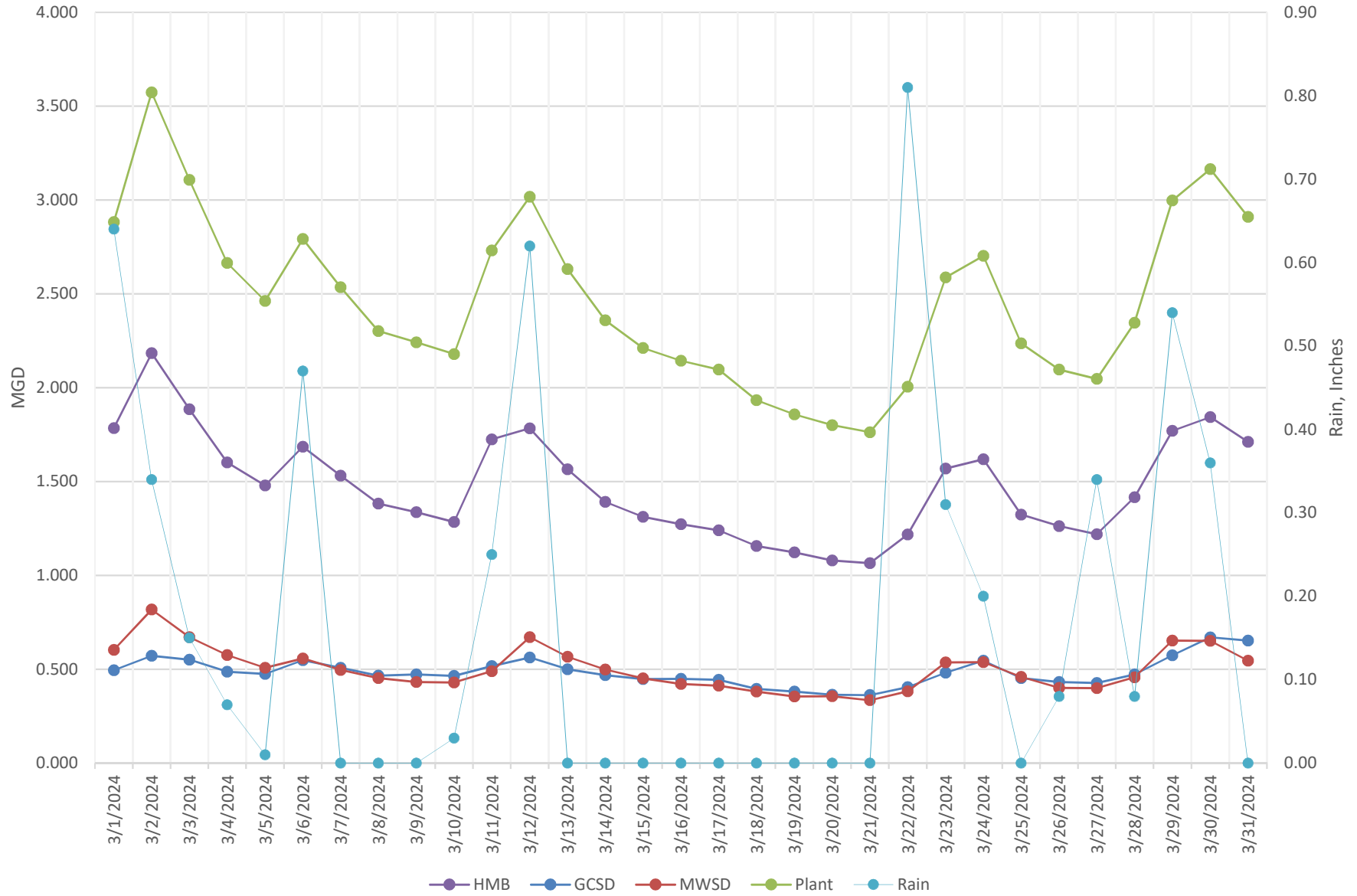
<u>Date</u>	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>	<u>Rain Plant</u>	<u>Rain Portola</u>	<u>Rain Montara</u>
3/1/2024	1.785	0.495	0.603	2.883	0.64	0.53	0.79
3/2/2024	2.184	0.571	0.818	3.573	0.34	0.33	0.27
3/3/2024	1.885	0.551	0.671	3.107	0.15	0.10	0.07
3/4/2024	1.602	0.487	0.576	2.665	0.07	0.16	0.03
3/5/2024	1.480	0.475	0.508	2.462	0.01	0.03	0.02
3/6/2024	1.686	0.549	0.558	2.792	0.47	0.39	0.17
3/7/2024	1.532	0.508	0.496	2.536	0.00	0.00	0.00
3/8/2024	1.382	0.466	0.453	2.301	0.00	0.00	0.00
3/9/2024	1.337	0.473	0.432	2.241	0.00	0.00	0.00
3/10/2024	1.285	0.464	0.430	2.179	0.03	0.05	0.05
3/11/2024	1.724	0.517	0.490	2.732	0.25	0.15	0.29
3/12/2024	1.784	0.562	0.671	3.017	0.62	0.52	0.52
3/13/2024	1.565	0.500	0.567	2.633	0.00	0.00	0.00
3/14/2024	1.392	0.469	0.499	2.360	0.00	0.00	0.00
3/15/2024	1.313	0.448	0.452	2.212	0.00	0.00	0.00
3/16/2024	1.273	0.449	0.422	2.145	0.00	0.00	0.00
3/17/2024	1.240	0.444	0.413	2.097	0.00	0.00	0.00
3/18/2024	1.157	0.396	0.381	1.933	0.00	0.00	0.00
3/19/2024	1.123	0.381	0.355	1.858	0.00	0.00	0.00
3/20/2024	1.080	0.364	0.356	1.801	0.00	0.00	0.00
3/21/2024	1.065	0.362	0.335	1.763	0.00	0.00	0.00
3/22/2024	1.219	0.405	0.382	2.005	0.81	0.69	0.57
3/23/2024	1.569	0.481	0.537	2.588	0.31	0.40	0.27
3/24/2024	1.619	0.546	0.538	2.703	0.20	0.20	0.28
3/25/2024	1.324	0.454	0.459	2.237	0.00	0.00	0.00
3/26/2024	1.263	0.433	0.401	2.097	0.08	0.04	0.00
3/27/2024	1.220	0.427	0.400	2.047	0.34	0.14	0.23
3/28/2024	1.417	0.473	0.457	2.347	0.08	0.10	0.06
3/29/2024	1.770	0.574	0.653	2.998	0.54	0.85	0.51
3/30/2024	1.844	0.670	0.651	3.165	0.36	0.35	0.51
3/31/2024	1.711	0.653	0.546	2.911	0.00	0.00	0.00
<b>Totals</b>	<b>45.830</b>	<b>15.047</b>	<b>15.510</b>	<b>76.387</b>	<b>5.30</b>	<b>5.03</b>	<b>4.64</b>

### Summary

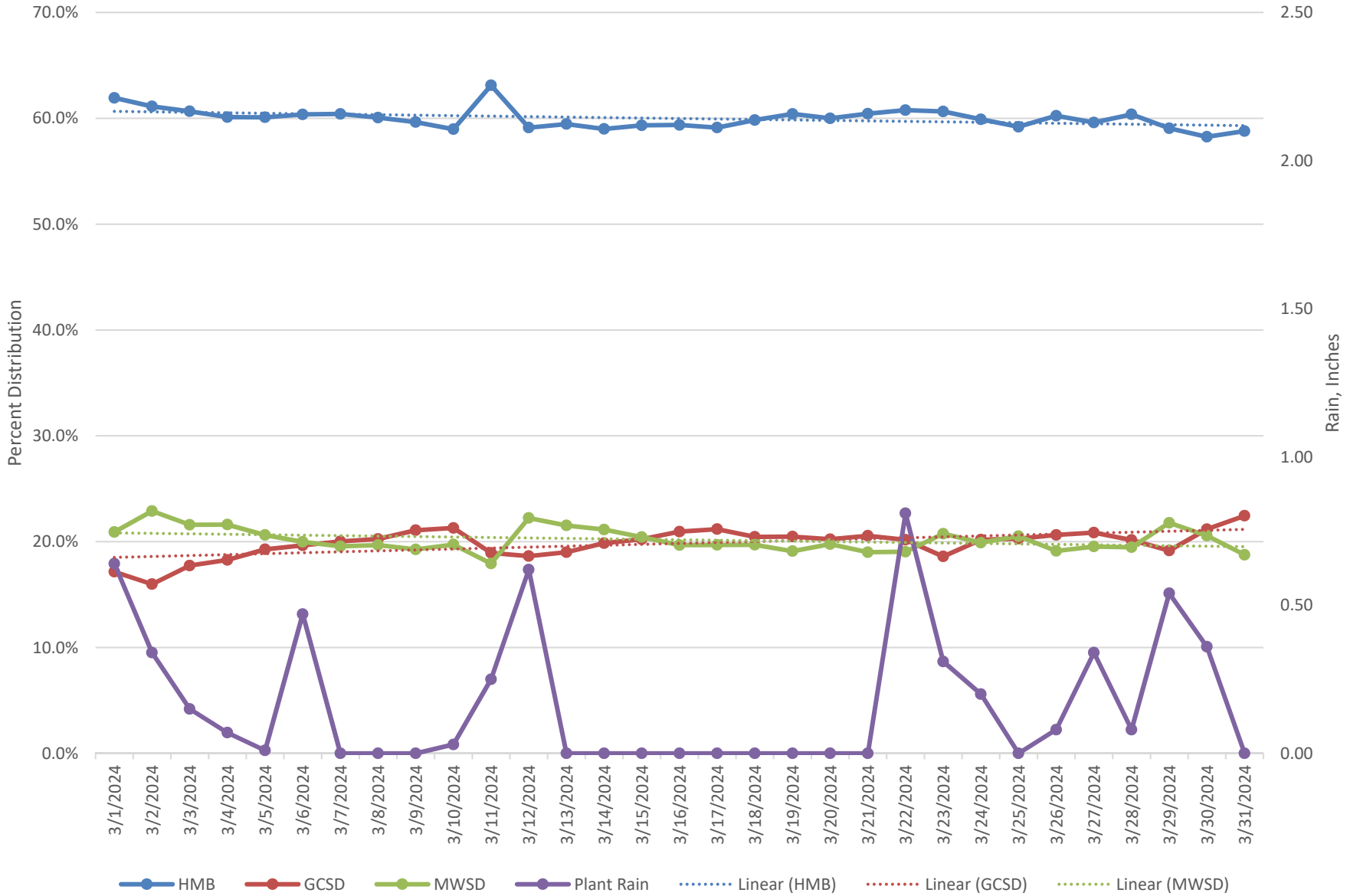
	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	1.065	0.362	0.335	1.763
<b>Average</b>	<b>1.478</b>	<b>0.485</b>	<b>0.500</b>	<b>2.464</b>
Maximum	2.184	0.670	0.818	3.573
<b>Distribution</b>	<b>60.00%</b>	<b>19.70%</b>	<b>20.30%</b>	<b>100.0%</b>



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

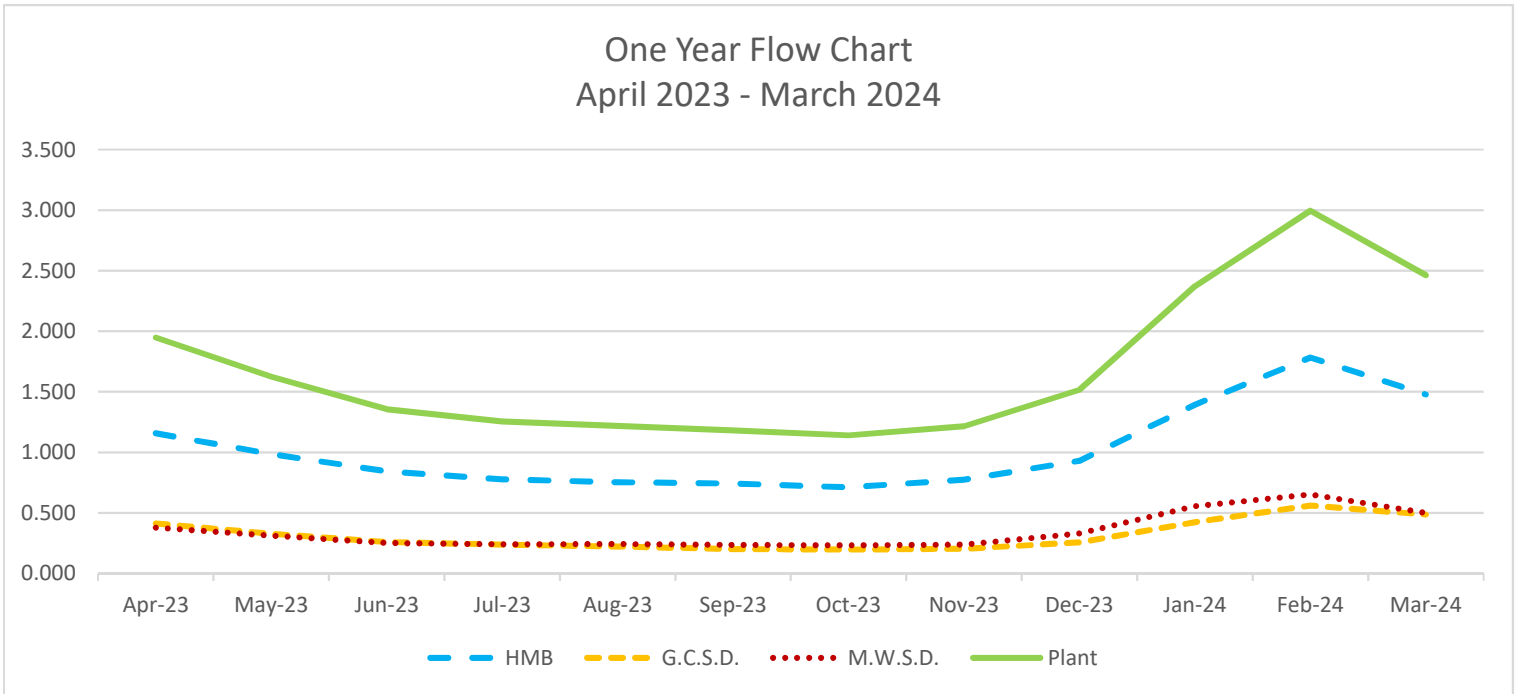


### Percent Distribution March 2024

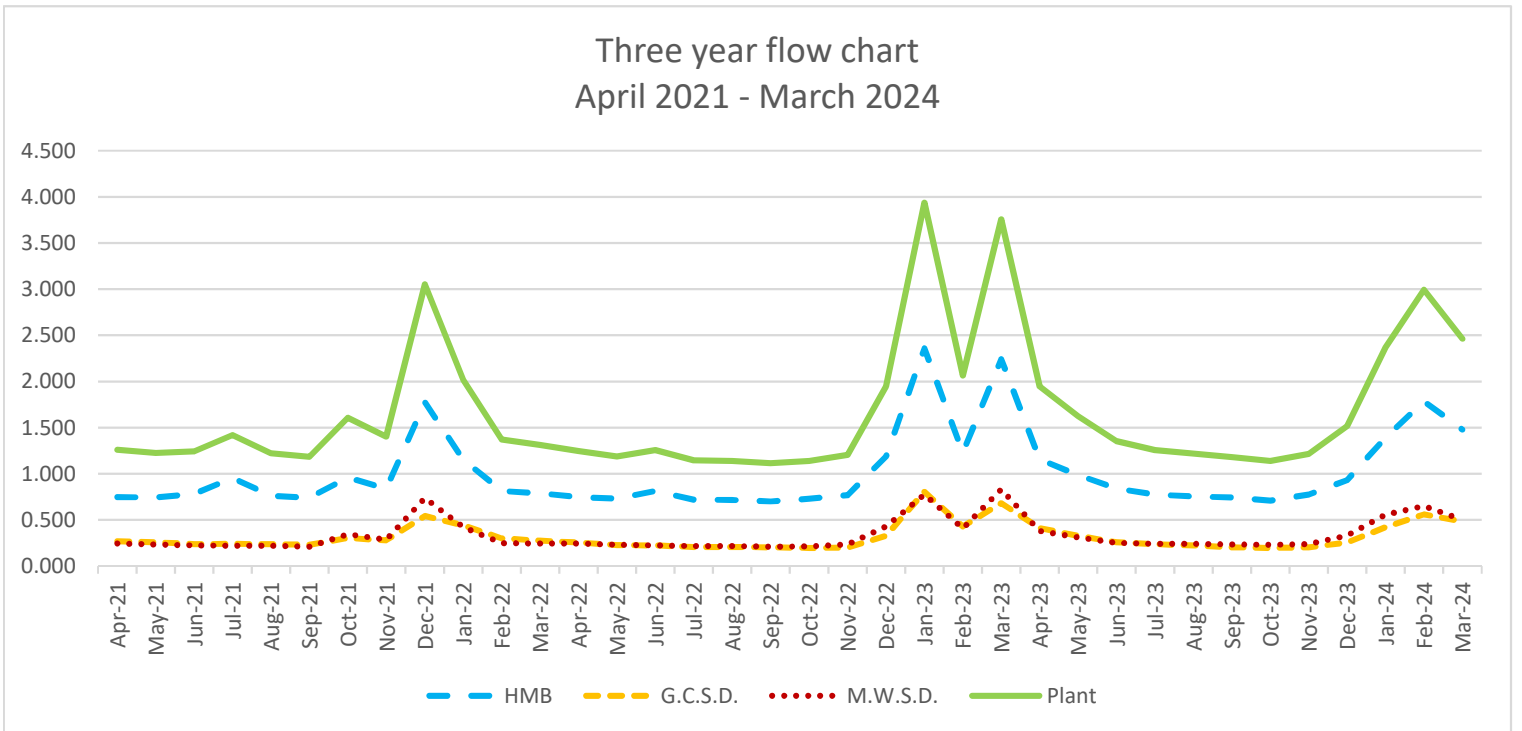


Most recent flow calibration January 2024 PS, January 2024 Plant inf

One Year Flow Chart  
April 2023 - March 2024

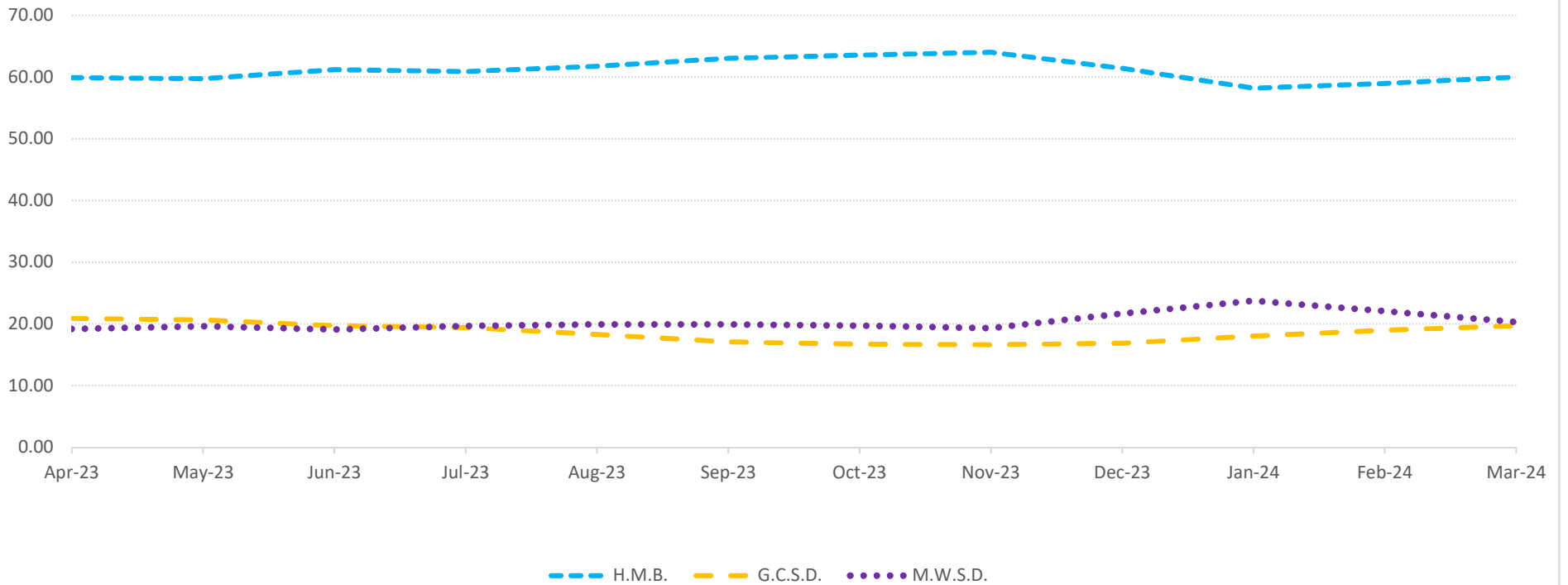


Three year flow chart  
April 2021 - March 2024



# Flow based percent distribution based for past year

1 year Distribution by %  
April 2023 - March 2024






# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: May 2, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

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

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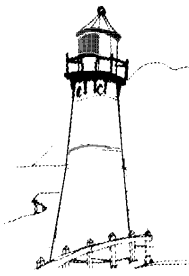
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The District's Investment Policy and Guidelines requires that the Board review the status of the current investment portfolio. The following summarizes the status of these accounts:

- The District has most of its idle sewer funds deposited in the State of California's Local Agency Investment Fund (LAIF). The Monthly Average interest rate for March 2024 was 4.232%.
- The District has most of its idle water funds deposited in the California Asset Management Program (CAMP). The current 7 day yield for 4/26/24 was 5.44%.
- The District has one checking account with Wells Fargo Bank for Water and Sewer Funds that is largely backed by Federal securities.

### RECOMMENDATION:

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



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 2, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *[Signature]*

## **SUBJECT: Connection Permit Applications Received**

As of May 2, 2024 the following new **Sewer Connection Permit** application was received since the last report:

Date of Application	Property Owner	Site Address	Home Size

As of May 2, 2024 the following new **Water (Private Fire Sprinkler) Connection Permit** application was received since the last report:

Date of Application	Property Owner	Site Address	Home Size

As of May 2, 2024 the following new **Water Connection Permit** application was received since the last report:

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

### RECOMMENDATION:

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



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of May 2nd, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Monthly Water Production Report**

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

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

## RECOMMENDATION:

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

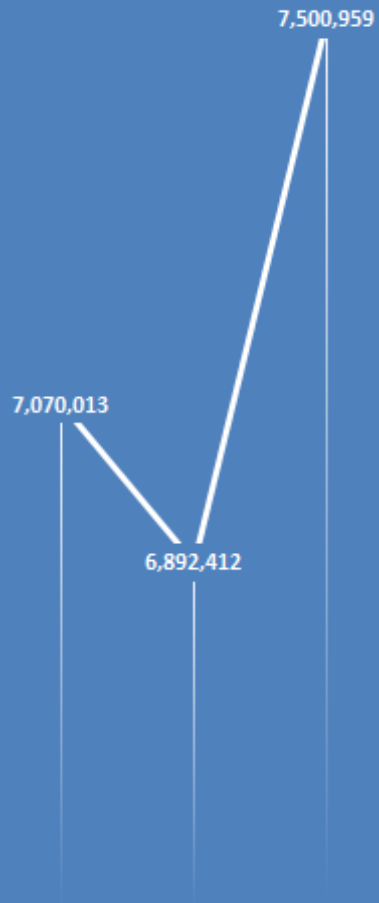
Attachments: 2





# TOTAL PRODUCTION 2024 (GALLONS)

GALLONS



	January	February	March	April	May	June	July	August	September	October	November	December
Total Production (Gallons)	7,070,013	6,892,412	7,500,959									

MONTH



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting of May 2nd, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Rain Report**

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

## RECOMMENDATION:

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

Attachments: 2

# Monthly Cumulative Rainfall

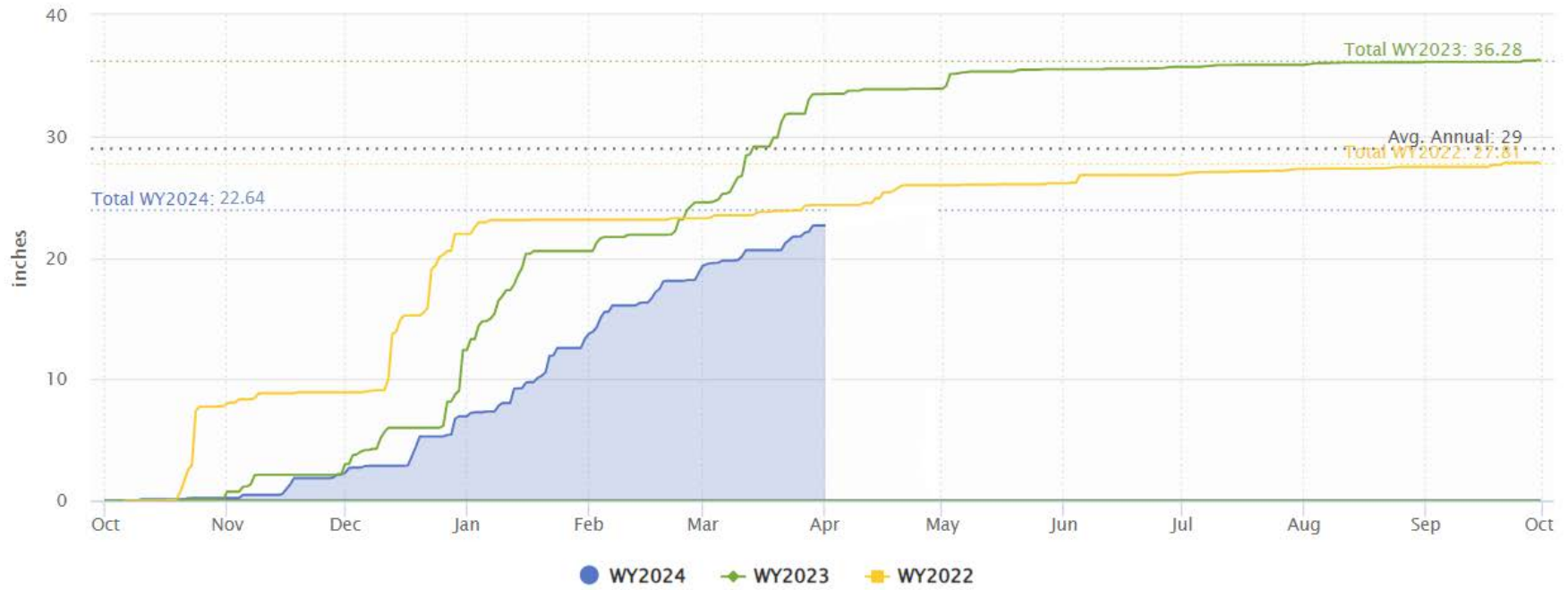
Monthly Rainfall for Current Water Year



2024 © Balance Hydrologics, Inc.

# Annual Cumulative Rainfall

Cumulative Rainfall by Water Year






# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: May 2nd, 2024

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Monthly Solar Energy Report**

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The attached chart summarizes the monthly solar production at the Alta Vista Array. Since the installation of the solar panels the District produced 51,428 kWh and saved 87,429 lbs of CO<sub>2</sub>.

## RECOMMENDATION:

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

Attachments: 1





# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of **May 2, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager *CH*

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

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

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

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

RECOMMENDATION:

This is for Board information only.

Attachment



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

**Monthly Account Report for the Period  
2/1/2024 to 2/29/2024**

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

Plan ID: P7-REP15A

**Account Summary**

Source	Beginning Balance as of 2/1/2024	Contributions	Earnings	Expenses	Distributions	Transfers	Ending Balance as of 2/29/2024
Contributions	\$1,524,727.34	\$11,423.37	\$47,668.96	\$693.06	\$1,174.04	\$0.00	\$1,581,952.57
<b>TOTAL</b>	<b>\$1,524,727.34</b>	<b>\$11,423.37</b>	<b>\$47,668.96</b>	<b>\$693.06</b>	<b>\$1,174.04</b>	<b>\$0.00</b>	<b>\$1,581,952.57</b>

**Investment Selection**

**PARS Capital Appreciation INDEX PLUS**

**Investment Objective**

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

**Investment Return**

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
GENERAL	3.12%	8.29%	16.3%	4.64%	8.09%	-	03/08/16

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

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

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

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



## February 2024 PARS Statement Detail

PARS beginning Balance as of February 1, 2024      \$ 1,524,727.34

**Contributions:**

January 15, 2024 Calculation

Wages paid	<b>35,904.24</b>		
Employer - 7.30%		\$	<b>2,621.01</b>
Employee - 7.75%		\$	<b>2,782.58</b>
Contribution subtotal			\$ 5,403.59

Fund Impact - PARS Wages		
Sewer	Water	Total
12,579.28	23,324.96	<b>35,904.24</b>
918.29	1,702.72	<b>2,621.01</b>

January 31, 2024 Calculation

Wages paid	<b>39,998.56</b>		
Employer - 7.30%		\$	<b>2,919.89</b>
Employee - 7.75%		\$	<b>3,099.89</b>
Contribution Subtotal			\$ 6,019.78

Fund Impact - PARS Wages		
Sewer	Water	Total
13,266.72	26,731.84	<b>39,998.56</b>
968.47	1,951.42	<b>2,919.89</b>

Total Contributions thru January      \$ 11,423.37

Rounding      \$ (0.01)

Earnings/(Losses)      \$ 47,668.96

Expenses      \$ (693.06)

Distributions      \$ (1,174.04)

PARS Ending Balance as of February 29, 2024      \$ 1,581,952.57

# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 2, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Review and Possible Action Concerning National Park Service Plan for Rancho Corral de Tierra**

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Staff of the Montara Water and Sanitary District (MWSD or District) has reviewed the National Parks Service (NPS) *Rancho Corral De Tierra Comprehensive Site Management Plan* (Plan, January 2023, [DRAFT Rancho CMP 2024 \(1\).pdf - Google Drive](#)), and associated documents, and have concerns regarding the lack of collaboration with MWSD and the Montara/Moss Beach population in the development of the plan, as well as the Plan's implications of impact to the watersheds that surround the Montara/Moss Beach community.

## BACKGROUND

The District recently learned of the completed *Rancho Corral De Tierra Comprehensive Site Management Plan* through the Midcoast Community Council (MCC) and concerned community members. As a key stakeholder and provider of water and sanitary services in the region, the District anticipated significant engagement from NPS in the development of the plan and evaluation of alternatives. Previously, staff communicated with representatives from the NPS/Golden Gate National Recreation Area (GGNRA), and indicated a strong interest in being involved in the development of the plan, however there was no follow-up from GGNRA. The District also made several attempts to reach out to NPS/GGNRA staff for updates, but did not receive a response. The *Rancho Corral De Tierra Comprehensive Site Management Plan* (January 2023) was released - and appears to be complete - without any involvement or input from the District or its constituents.

## MWSD Watershed Impacts

Staff believes that the plan does not adequately address watershed impacts in the areas surrounding the Montara/Moss Beach communities. The following summarizes the concerns:

- MWSD has critical water supply sources in Rancho Corral De Tierra, specifically in the northern region (Ocean View, Montara Mountain regions), which includes the Montara Creek watershed. It is anticipated that increased parking and park facilities in the region will increase human traffic in MWSD's most critical watershed.
- It is unclear how the new facilities that are being planned in the vicinity of Ocean View Farms will be provided with water or sewer services. This is critical in understanding the impacts these facilities may have to our local aquifers, both with regards to sustainable withdrawals and potential contaminating sources.

# **MONTARA WATER AND SANITARY DISTRICT AGENDA**

For Meeting Of: **May 2, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

- There are several sections in the plan that express interest in utilizing the Caltrans ROW in order to improve trail connectivity. For the past decades, the Caltrans ROW has been one of the most promising locations in the District's service area for the development of new groundwater sources. The District has drilled multiple test wells within the ROW and has made significant attempts to acquire the land in order to further fortify its water supply portfolio. MWSD remains an interested party in acquiring the ROW, and requests involvement in planning any development in this region of the watershed.

## **RECOMMENDATION**

Review the report and the attached draft letter to NPS and authorize the MWSD Board President to sign the letter in a form approved by legal counsel.

Attachments



# Montara Water & Sanitary District

Serving the Communities of Montara and Moss Beach

P.O. Box 370131

Tel: (650) 728-3545

8888 Cabrillo Highway

Fax: (650) 728-8556

Montara, CA 94037-0131

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

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

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Montara, 5/2/ 2024

David A. Smith  
Superintendent  
Golden Gate National Parks  
Building 201 Fort Mason  
San Francisco, CA 94123

RE: National Parks Service (NPS) *Rancho Corral De Tierra Comprehensive Site Management Plan* (January 2023)

Mr. Smith:

The Montara Water and Sanitary District (MWSD or District) has reviewed the National Parks Service (NPS) *Rancho Corral De Tierra Comprehensive Site Management Plan* (January 2023), and associated documents, and have concerns regarding the lack of collaboration with MWSD and the Montara/Moss Beach population in the development of the plan, as well as the proposed Plan's implications of impact to the watersheds that surround the Montara/Moss Beach community.

## **Degree of Collaboration**

The District recently learned of the completed *Rancho Corral De Tierra Comprehensive Site Management Plan* through the Midcoast Community Council (MCC) and concerned community members. As a key stakeholder and provider of water and sanitary services in the region, the District anticipated significant engagement from NPS in the development of the plan and evaluation of alternatives. In 2021 District staff communicated with representatives from the NPS/Golden Gate National Recreation Area (GGNRA), and indicated a strong interest in being involved in the development of the plan, however there was no follow-up from GGNRA. The *Rancho Corral De Tierra Comprehensive Site Management Plan* (January

2023) was released - and appears to be complete - without any involvement or input from the District or its constituents.

### **Watershed Impacts**

The District does not feel that the plan adequately addresses watershed impacts in the areas surrounding the Montara/Moss Beach communities. The following summarizes our concerns:

- We have critical water sources in Rancho Corral De Tierra, specifically in the northern region (Ocean View, Montara Mountain regions), which includes the Montara Creek watershed. It is anticipated that increased parking and park facilities in the region will increase human traffic in MWSD's most critical watershed.
- It is not clear how the new facilities that are being planned in the vicinity of Ocean View Farms will be provided with water or sewer services. This is critical in understanding the impacts these facilities may have to our local aquifers, both with regards to sustainable withdrawals and potential contaminating sources.<sup>1</sup>
- There are several sections in the plan that express interest in utilizing the Caltrans ROW in order to improve trail connectivity. For the last ten (10) years, the Caltrans ROW has been one of the most promising locations in the District's service area for the development of new groundwater sources. The District has drilled multiple test wells within the ROW and has made significant attempts to acquire the land in order to further fortify its water supply portfolio. MWSD remains an interested party in acquiring the ROW, and requests involvement in planning any development in this region of the watershed.

We continue to be invested in this process as an important stakeholder in the Montara/Moss Beach area, and look forward to future communications regarding GGNRA's plans for *Rancho Corral De Tierra*. Please contact the District's General Manager, [Clemens Heldmaier](mailto:Clemens.Heldmaier@coastside.net), at 650-728-3545 or via email at [cheldmaier@coastside.net](mailto:cheldmaier@coastside.net) to arrange for a meeting to discuss the District's concerns and develop a path forward.

Sincerely,

Scott Boyd,  
Board President  
Montara Water and Sanitary District


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<sup>1</sup> The area is outside of the urban/rural boundary, and it appears that the only possible way to provide these facilities with water/sewer service would be with private wells and septic systems.

# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 2, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

## **SUBJECT: Receive Report Concerning PFAS Sampling**

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### **BACKGROUND**

Under the Federal Safe Drinking Water Act (SDWA), the United States Environmental Protection Agency (US EPA or EPA) has the authority to set enforceable National Primary Drinking Water Regulations (NPDWRs) for drinking water contaminants and require monitoring of public water systems.

On April 10, 2024, the US EPA announced final NPDWRs for six chemicals known as per- and polyfluoroalkyl substances (jointly known as PFAS). PFAS are a group of manufactured chemicals that have been used in industry and consumer products since the 1940s because of their many useful properties. One common characteristic of concern of PFAS is that many break down very slowly and can build up in people, animals, and the environment over time. PFAS are found in water, air, fish, and soil at locations across the nation and the globe. Under this new rule public water systems will have three years to complete the initial monitoring requirements. If found, public water systems must implement solutions to reduce PFAS in their drinking water to levels below the standards within five years.

### **MWSD's Actions and Results**

Earlier this year, Montara Water and Sanitary District (MWSD or District) elected to proactively sample and analyze all of its then active groundwater sources before the State of California deadline of 2025. The sources were sampled for PFAS in March 2024 and the analytical results were received by the District on April 8, 2024. Raw water from one of the active sources, Corona Well, was found exceeding the response level for PFAS. The Corona well and adjacent Pillar Ridge wells were immediately taken offline after the analytical results were received on April 8, 2024. The analytical results are presented below.

Source	Analyte	Result (ng/L)	EPA Enforceable MCL (ng/L)	CA PHG	CA Notification Level (ng/L)	CA Response Level (ng/L)
Corona Well	PFOS	6	4	1	6.5	40
Corona Well	PFOA	9.8	4	0.007	5.1	10
Corona Well	PFHxS	47	10 (and 1 hazard index)	N/A	3	20

Additionally, MWSD has notified the State regulatory body, California Division of Drinking Water about the exceedance.

# **MONTARA WATER AND SANITARY DISTRICT AGENDA**

For Meeting Of: **May 2, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

The adjacent Culebra well was offline and undergoing scheduled maintenance at the time of sampling. The District recently was able to sample raw water from Culebra well, however, the results have not yet been received at the time of this report preparation.

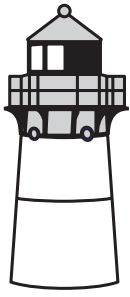
In the following weeks, MWSD will be assessing treatment and replacement options for the Corona well. These options may include PFAS removal treatment, blending treatment, new source exploration, and others.

Various manufacturers were sued in a class action PFAS lawsuit brought on behalf of water systems across the country. Recently, the court approved settlements involving two large PFAS manufacturers: 3M and DuPont. These settlements resolve claims for PFAS contamination in system supplies, such as the Corona well. The District's Board chose to participate in the class action lawsuit and the District expects to receive settlement funds that will assist in remediating PFAS found in our well source.

## **RECOMMENDATION**

Receive the report.

Attachment



# Montara Water & Sanitary District

## Staying Ahead of our Local Community Needs

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

April 2024  
30 Day Notice

**Source Water Quality Notice: MWSD Proactive Testing Identified Elevated PFAS in Single Pillar Ridge Well Source; Now Isolated and Off**

### CA Division of Drinking Water Requires Notification within 30 Days of Water Source Testing

#### **Pillar Ridge Well Testing Identified Elevated Levels of PFAS in Single Well Source Under New Drinking Water Regulation**

In March, MWSD took proactive action to examine our water supply sources given the expected issuance of new national drinking water standards related to PFAS. Testing results received on April 8, 2024, showed elevated levels of PFAS in one of the three wells serving the Pillar Ridge community (the Corona Well). All wells serving Pillar Ridge were immediately isolated and residents have been receiving drinking water from MWSD sources confirmed to be below these new regulatory limits.

#### **New PFAS Regulations**

On April 10, 2024, the US EPA announced final National Primary Drinking Water Regulations (NPDWRs) for six PFAS chemicals. Under the federal Safe Drinking Water Act, EPA has the authority to set enforceable NPDWRs for drinking water contaminants and require monitoring of public water systems. Under this new rule public water systems will have three years to complete the initial monitoring requirements. In CA, PFAS test results must be included in annual water quality reports (Consumer Confidence Reports) issued each year by July 1st. Public water systems must implement solutions to reduce PFAS in their drinking water to levels below the standards within five years. Treatment solutions are available and MWSD is assessing the appropriate treatment solution for the Corona Well source.

#### **What are PFAS? More Info at: [www.epa.gov/pfas](http://www.epa.gov/pfas)**

PFAS are a group of manufactured chemicals that have been used in industry and consumer products since the 1940s because of their useful properties. There are thousands of different PFAS, some of which have been more widely used and studied than others.

One common characteristic of concern of PFAS is that many break down very slowly and can build up in people, animals, and the environment over time. PFAS are found in water, air, fish, and soil at locations across the nation and the globe.

Scientific studies have shown that exposure to some PFAS in the environment may be linked to harmful health effects in humans and animals.

**Additional information available at: [www.epa.gov/pfas](http://www.epa.gov/pfas)**

#### **MWSD Awaiting Class Action Settlement Funds**

Given the origin of PFAS from industry and consumer products, a class action lawsuit on behalf of water systems across the country was filed against various manufacturers. Recent court approved settlements involving two large PFAS manufacturers, 3M and DuPont, resolve claims for contamination in system supplies, such as the Corona Well. MWSD is awaiting settlement funds which will fund the necessary well source treatment.

#### **Additional PFAS information is available online:**

**CA Division of Drinking Water:**  
[www.waterboards.ca.gov/pfas/](http://www.waterboards.ca.gov/pfas/)

**US EPA:**  
[www.epa.gov/pfas](http://www.epa.gov/pfas)

#### **What Action Should Consumers Take?**

**Residents receiving this message do not need to take any action.** The Pillar Ridge community is no longer receiving water from the identified source well. All Pillar Ridge wells regardless of their PFAS test results have been isolated and water is being supplied to you from sources verified to be within the new drinking water standard.

Call: (650) 728-3545

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

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





# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 2, 2024**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager 

**SUBJECT: Review and Action Concerning Receipt of Funding for FEMA-Declared Disasters on Behalf of Sewer Authority Mid-Coastside**

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The District has received additional funding from FEMA and CalOES in the amount of \$360,418.04. The below staff report was initially prepared and submitted for the December 7, 2023 regular meeting. Both SAM and MWSD believe further assistance will be received throughout the remainder of FY 23-24 and potentially FY 24-25.

MWSD intends to bring all further receipts to the attention of the Board as a matter of public record notification of both receipt as well as the full and complete disbursement of funds to SAM.

*Federally-declared disasters have become a more frequent occurrence in the State of California and across the nation. The Federal Emergency Management Agency (FEMA) and California Office of Emergency Services (Cal OES) provide funding for eligible emergency costs for entities that apply and are approved through their Public Assistance (PA) programs.*

*The Sewer Authority Mid-Coastside (SAM) participates in the San Mateo County Local Hazard Mitigation Plan (LHMP) through the Montara Water and Sanitary District's (MWSD or District) LHMP Annex, and, therefore, any Request for Public Assistance (RPA) applications for SAM require the District's Board of Directors action in the form of a Resolution. The District's Board approved a Universal Resolution in support of SAM on August 17, 2023.*

#### *Universal Resolution Details*

*A Universal Resolution is effective for all past disasters and for those declared up to three (3) years following the date of approval. Upon expiration it is no longer effective for new disasters, but it remains in effect for disasters declared prior to expiration. It remains effective until the disaster goes through closeout unless it is superseded by a newer resolution.*

#### *Grant Programs*

*Passing a Universal Resolution allows the District to apply for federal financial assistance for any existing or future grant program, including, but not limited to any of the following:*

- *Federally declared Disaster (DR), Fire Mitigation Assistance Grant (FMAG), California State Only Disaster (CDAA), Immediate Services Program (ISP),*



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- Hazard Mitigation Grant Program (HMGP), Building Resilient Infrastructure and Communities (BRIC), Legislative Pre-Disaster Mitigation Program (LPDM), under*
- *Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.*
  - *Flood Mitigation Assistance Program (FMA), under Section 1366 of the National Flood Insurance Act of 1968.*
  - *National Earthquake Hazards Reduction Program (NEHRP) 42 U.S. Code 7704 (b) ((2) (A) (ix) and 42 U.S. Code 7704 (b) (2) (B) National Earthquake Hazards Reduction Program, and also The Consolidated Appropriations Act, 2018, Div. F, Department of Homeland Security Appropriations Act, 2018, Pub. L. No. 115-141*
  - *California Early Earthquake Warning (CEEW) under CA Gov Code – Gov, Title 2, Div. 1, Chapter 7, Article 5, Sections 8587.8, 8587.11, 8587.12*

The SAM application for disaster relief funds had been approved by Cal EOS and FEMA and the funds have now been dispersed by FEMA and received by MWSD. Copies of the checks are attached and the sum total of the funds received is \$360,418.04. These funds will be transferred to SAM by MWSD. MWSD's Board support of SAM made these FEMA reimbursements possible.

## **RECOMMENDATION:**

Receive Report.

THE BACK OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK - VIEW AT AN ANGLE

WARRANT NUMBER

**STATE OF CALIFORNIA** 67-039326

FUND NO. FUND NAME  
8087 FISCAL CONSOLIDATED PMT

IDENTIFICATION NO.

0000064843

MO. DAY, YR.

04 25 2024

90-1342/1211

67039326



TO: 039326

MONTARA WATER & SANITARY DIST  
PO BOX 370131  
MONTARA CA 94037-0131



*Malia M. Cohen*

MALIA M. COHEN

CALIFORNIA STATE CONTROLLER

DOLLARS CENTS  
\$\*\*288334.43

FORM CD-85(1/99) CONTROLLERS WARRANT

THE BACK OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK - VIEW AT AN ANGLE

WARRANT NUMBER

**STATE OF CALIFORNIA** 67-014211

FUND NO. FUND NAME  
8087 FISCAL CONSOLIDATED PMT

IDENTIFICATION NO.

0000064843

MO. DAY, YR.

04 23 2024

90-1342/1211

67014211



TO: 014211

MONTARA WATER & SANITARY DIST  
PO BOX 370131  
MONTARA CA 94037-0131



*Malia M. Cohen*

MALIA M. COHEN

CALIFORNIA STATE CONTROLLER

DOLLARS CENTS  
\$\*\*72083.61

FORM CD-85(1/99) CONTROLLERS WARRANT



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For Meeting Of: **May 2, 2024**

FROM: Clemens Heldmaier, General Manager

**SUBJECT: General Manager's Report**

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## Operations Report MARCH

### 811 Dig Alerts

- 3/7/24- 320 14<sup>th</sup>. Work for utilities distribution. Service lines and main marked with USA marks.
- 3/14/24- 431 Farallone. Work for footings/foundation work. Marks are still visible within USA marks.
- 3/15/24- 8<sup>th</sup> and Main. Work for water line repair. Mains marked within USA marks.
- 3/18/24- 330 8<sup>th</sup>. Work for road work/culvert. Main marked within USA marks.
- 3/20/24- 101 4<sup>th</sup>. Work for existing assets work-Gas, PG&E. No water within USA marks.
  - 575 Kanoff. Work for existing assets work-Gas, PG&E. No water within USA marks.
  - 86 San Ramon. Work for existing assets work-Gas, PG&E. No water within USA marks.

### Work Orders

- 3/1/24- 701 Buena Vista. MOVO. Final read taken and water left on for customer.
- 3/4/24- 600 California. MOVO. Final read taken and water turned off at meter.
- 3/6/24- 1292 Birch. The customer called about no water at the house. MWSD located a closed valve at the customers water filtration system. The homeowner did not remember he had turned it off.
- 3/11/24- 630 Vue De Mar. The customer needs assistance locating water meter box to make plumbing repairs at house. MWSD operator spoke with customer.
  - 1160 Cedar. MOVO. Final read taken and water left on.
- 3/12/24- 590 Stetson MOVO. Final read taken and water left on.
- 3/13/24- 703 Etheldore. A customer noticed a water leak under a parked car at the residence. A door tag was left and voicemail to ask for car to be moved for meter access.



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- 387 13<sup>th</sup>. MOVO. Final read taken and water left on.
- 3/14/24- The customer called concerned about high water bill and request profile be taken. No indication of active leak when meter was visually inspected, profile taken, and customer emailed findings.
  - 830 Buena Vista. The customer is concerned about water usage since the property has been vacant for several months. No water flow at time of visual inspection, profile pulled and sent to customer.
  - 550 Lancaster. The customer received a courtesy leak notice and repaired the leak. Profile pulled and sent to customer.
  - 175 Reef Point. The customer had a water leak, made repairs, and requested a profile. Profile pulled and sent to customer.
- 3/15/24- MOVO. Final read taken and water left on.
  - 512 5<sup>th</sup>. MOVO. Final read taken and water left on.
  - 600 California. MOVI. Start read taken and water turned on at meter.
  - 630 Vue De Mar. The customer called and requested water be shut off at meter to make plumbing repairs. At time of visit the customer decided to wait until further notice and will contract office when ready.
- 3/19/24- 855 Sierra. The plumber called and needed water shut off at meter. Water shut off at meter until further notice.
  - 855 Sierra. The water turned on after plumbing repairs were made.
- 3/20/24- MOVI. Start read taken and water turned on at meter.
  - 1280 Le Conte. Customer needs water shut off at meter to make plumbing repairs. Water shut off at meter and turned back on later that afternoon.
- 3/21/24- 617 Lancaster. The plumber is finished with repairs and needs water turned back on at meter. Water turned on at meter.
  - 155 La Grande. The customer is concerned about possible water leak and requests a profile. Profile taken and sent to customer.
- 3/25/24- Resident called concerned about possible water leak. Site investigation found a private water/sump pump drain with active flow.



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## After Hours Call Outs

- 3/5/24 – power outage, generator automatic transfer switch deactivations at 7:00pm and 8:20pm
- 3/9/24 – leaking meter stop at 315 5<sup>th</sup> st. Replaced gaskets and retightened.
- 3/16/24 – High tank alarm at AV Tank 1 due to increased flow rate at AVTP from new media. Allowed Tank 1 draw down, adjusted AVTP flow rate down and altered setpoints of Drake and Wagner Wells
- 3/24/24 – AB communications call about issue in Moss Beach. Leaking backflow

## Repairs and Leaks

- 3/10/24. 9850 Cabrillo HWY. 8' main leak repair in restaurant parking lot.
- 3/12/24 – Paint and replace lids, make new gaskets, and replace bolts for exterior media filters at Alta Vista Treatment Plant
- 3/19/24 - Alta Vista Treatment Plant Valve repair and Bray Valve Actuator replacement. Valves needed cleaning and Bray Valve was no longer working accurately and needed replacement.
- 3/22/24 - Replacement of damaged drivers side fender and new wheel arch molding on fleet truck. Body shop estimate was \$2,158. Sourced a used fender in excellent conditions from eBay and installed in our shop for \$706 saving the district \$1452
- 3/27/24 – Drake Out to Waste Bray Valve Actuator replacement. Valves needed cleaning and Bray Valve was no longer working accurately and needed replacement.
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## Miscellaneous

- Operation Dead Endpoint Absent Reads.  
O.D.E.A.R.
  - X missed reads.
  - 42 missed reads not on missed read report.
  - 4 High Usages
- Safety Meeting at S.A.M. covering sources, hazards and mitigation of Silica dust.



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- 3/19/24 – Identified and locked out unapproved connections to water system at 955 Ocean and 898 San Ramon
- 3/26/24 PFAS sampling of all sights
- 3/28/24 – removed Shoolhouse Generator for replacement unit to come

## **Maintenance**

- 66 dead meters replaced.
- Complete replace media at Alta vista treatment plant. 4 clarifiers and 2 filters.
  - Replaced manway lid for filters outside x1
- Give San Mateo County access check out all sites that are near a creek watershed area for storm water debris intrusion.
- SCADA maintenance at schoolhouse move equipment to new PLC system
- Portola 3 well low flow diagnosis, Alamo pressure sustaining station adjustment.
- Pumped 11<sup>th</sup>/Farallone, 6<sup>th</sup>/Farallone, Farallone/ 6<sup>th</sup>, Alamo PRV stations.

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

## RECOMMENDATION:

This is for Board information only.

Attachment