



# MONTARA WATER & SANITARY DISTRICT

Serving the Communities of Montara and Moss Beach

P.O. Box 370131  
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## NOTICE OF SPECIAL MEETING

**(Special Meeting begins at 6:30 p.m.; see Agenda for Special Meeting below)**

# AGENDA

Regular Meeting

## District Board of Directors

8888 Cabrillo Highway  
Montara, California 94037

**May 16, 2013 at 7:30 p.m.**

**(Regular Meeting)**

### CALL TO ORDER

### ROLL CALL

### PRESIDENT'S STATEMENT

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

### PUBLIC HEARING

### CONSENT AGENDA

### OLD BUSINESS

1. Review and Possible Action Concerning Revisions to Accounting System and Monthly Financial Statements.
2. Review and Possible Action Concerning Sewer Authority Mid-Coastside Budget.

### NEW BUSINESS

1. Review and Possible Action Concerning Possible Leak Adjustment for 1175 Harte Street.
2. Review and Possible Action Concerning Possible Leak Adjustment for 555 Vermont Street.
3. Review and Possible Action Concerning Garbage Service for 89 San Lucas Ave.

## **REPORTS**

1. Sewer Authority Mid-Coastside Meetings (Harvey)
2. MidCoast Community Council Meeting (Slater-Carter)
3. ACWA Board of Directors Report (Ptacek)
4. CSDA Report (Slater-Carter)
5. Integrated Regional Water Management Plan (Ptacek)
6. Attorney's Report (Schricker)
7. Directors' Reports
8. General Manager's Report (Heldmaier)

## **FUTURE AGENDAS**

## **ADJOURN**

### **AGENDA – SPECIAL MEETING**

**(6:30 p.m.)**

#### **CALL TO ORDER**

#### **ROLL CALL**

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

#### **CONVENE IN CLOSED SESSION**

#### **CONFERENCE WITH LABOR NEGOTIATORS**

(Gov't. Code §54957.6)

Agency designated representatives: Clemens Heldmaier, General Manager; Austris Rungis, IEDA

#### **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

(Gov't. C. §54956.9(a))

Names of cases:

- (i) Montara Water and Sanitary District v. County of San Mateo, Santa Clara Cnty. Super. Ct. No. 1-07-CV-088793 (inactive); U.S. Dist. Ct., N.D., San Jose Div. No. CV 08 2814 JF (closed); USCA, 9<sup>th</sup> Cir. No. 09-15822

#### **PUBLIC EMPLOYEE EVALUATION** (Gov't. Code §54957)

#### **RECONVENE IN OPEN SESSION AND ADJOURN TO CONVENE FOR REGULAR MEETING**

#### **PARTICIPATION BY TELECONFERENCE**

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

Director Kathryn Slater-Carter – 169 Loop Rd., Novi, MI

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

NOTE: In accordance with the Government Code, members of the public may address the Board on specific agenda items when that matter is discussed by the Board. Any other items of interest that is within the subject matter jurisdiction of the District may be addressed during the Oral Comments portion of the meeting. Upon request, this agenda will be made available in appropriate alternative formats to persons with a disability. Request for a disability-related modification or an accommodation in order to participate in the public meeting should be made at (650) 728-3545. Materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available in the District Clerk's office during normal business hours. Such documents may also be available on the District's web site ([www.mwsd.montara.org](http://www.mwsd.montara.org)) subject to staff's ability to post the documents before the meeting.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 16, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens Heldmaier, General Manager

**SUBJECT: Review and Possible Action Concerning Revisions to Accounting System and Monthly Financial Statements.**

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In late January 2013 the District engaged with Maze & Associates for accounting services. The Maze team started working with management on a revision of the accounting system to streamline and to correct known errors. The declared goal was to present an updated Chart of Account, Profit and Loss Statement, Balance Sheet, and Financial Statements for October through March in the format previously used by the District to the full Board.

Last month Maze presented Balance Sheet and P&L Statements and reported in detail about their progress working on the revision of the accounting system.

At this meeting Maze plans to submit a full set of March Financial Statements for review by the board.

## RECOMMENDATION:

At the time of preparation of this report the attachments were not available. The documents will be submitted at the meeting.



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 16, 2012**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

**SUBJECT: Review and Possible Action Concerning Sewer Authority Mid-Coastside Budget.**

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The Sewer Authority Mid-Coastside (SAM) Board approved draft budgets for distribution to the member agencies. The budgets were subsequently presented to this Board in April.

The **General Budget (O&M)** costs for general expenses are shared among the Member Agencies based on their percentage of flow into the treatment plant during the previous year. The SAM Board approved the application of the previously used prior year's average of MA flows as the multiplier for developing the cost allocations application instead of a three year rolling average. SAM is proposing FY 2013/14 General O&M budget of \$3,185,017. MWSD's total share of the General Budget would be \$657,197.

The proposed **Collections Contract Budget** for FY 2012/13 is now \$838,181. The proposed assessment for MWSD is \$332,867.

No **Project Budget** has been presented at this time. The SAM Board approved a draft 5 year Capital Maintenance Program that is also attached. The new SAM Reserve Policy requests the reimbursement of the currently held excess funds. According to the SAM Manager the excess funds exceed the required monies for the first year of the draft CIP.

The O&M and Collections Budget were revised to incorporate changes reflecting the new union MOU.

The SAM Manager Steve Leonard presented the budget and answer questions at the May 2 meeting.

## RECOMMENDATION:

Adopt the Resolution consenting to approval of the attached General and Collections Budget for FY 2012-13.

Attachment

**SAM MEMBER AGENCY MANAGER'S  
COLLECTIONS BUDGET V3.0  
FISCAL YEAR 2013-14**

## SEWER AUTHORITY MID-COASTSIDE

### FY2013-14 Collections System Budget Assessment

	HMB	GSD	MWSD	Total
<b>Collection Hour Distribution</b>	33.18%	27.57%	39.25%	100.00%
Fixed Insurance Costs	\$ 14,754	\$ 12,709	\$ 24,073	\$ 51,536
Collection General Subtotal	\$ 261,009	\$ 216,842	\$ 308,794	\$ 786,645
<b>Annual Collections Assessments</b>	<b>\$ 275,763</b>	<b>\$ 229,551</b>	<b>\$ 332,867</b>	<b>\$ 838,181</b>
<b>General Monthly Assessment</b>	<b>\$ 22,980</b>	<b>\$ 19,129</b>	<b>\$ 27,739</b>	<b>\$ 69,848</b>

The Collection General Budget is distributed based on average employee hours.

Insurance costs are costs for individual liability insurance for all three member agencies to cover sewage overflows, especially into homes. Insurance costs also include liability insurance for MWSD's water system. Because these costs are not subject to assessment based on average employee hours, they are fixed costs.

The fixed insurance cost is subtracted from the total Collection General Budget. The difference is distributed amongst the member agencies based on average employee hours.

**SEWER AUTHORITY MID-COASTSIDE**

**Collections Assessment Comparison**

	Actual FY2011-12	FY2012-13 Budgeted Assessments	FY2013-14 Proposed Assessments	Change from FY 2012-13	
				\$	%
Collections	\$ 810,029	\$ 814,366	\$ 838,181	\$ 23,815	2.92%
<b>Total</b>	<b>\$ 810,029</b>	<b>\$ 814,366</b>	<b>\$ 838,181</b>	<b>\$ 23,815</b>	<b>2.92%</b>

**Collections Expenditure Comparison**

	Actual FY2011-12	FY2012-13 Budgeted Expenditures	FY2013-14 Proposed Expenditures	Change from FY 2012-13	
				\$	%
Collections	\$ 814,710	\$ 814,366	\$ 838,181	\$ 23,815	2.92%
<b>Total</b>	<b>\$ 814,710</b>	<b>\$ 814,366</b>	<b>\$ 838,181</b>	<b>\$ 23,815</b>	<b>2.92%</b>

## SEWER AUTHORITY MID-COASTSIDE

FY 2013-14

### Member Agency **Collections** Assessment Comparison

City of Half Moon Bay						
	Actual	Current	Proposed	Change from FY 2012-13		
	FY2011-12	FY2012-13	FY2013-14	\$	%	
Collections	\$ 272,079	\$ 300,491	\$ 275,763	\$ (24,729)	-8.2%	
Total	\$ 272,079	\$ 300,491	\$ 275,763	\$ (24,729)	-8.2%	
Monthly Total	\$ 22,673	\$ 25,041	\$ 22,980	\$ (2,061)	-8.2%	

Granada Sanitary District						
	Actual	Current	Proposed	Change from FY 2012-13		
	FY2011-12	FY2012-13	FY2013-14	\$	%	
Collections	\$ 225,561	\$ 232,537	\$ 229,551	\$ (2,986)	-1.3%	
Total	\$ 225,561	\$ 232,537	\$ 229,551	\$ (2,986)	-1.3%	
Monthly Total	\$ 18,797	\$ 19,378	\$ 19,129	\$ (249)	-1.3%	

Montara Water and Sanitary District						
	Actual	Current	Proposed	Change from FY 2012-13		
	FY2011-12	FY2012-13	FY2013-14	\$	%	
Collections	\$ 312,389	\$ 281,337	\$ 332,867	\$ 51,529	18.3%	
Total	\$ 312,389	\$ 281,337	\$ 332,867	\$ 51,529	18.3%	
Monthly Total	\$ 26,032	\$ 23,445	\$ 27,739	\$ 4,294	18.3%	

<b>Total</b>	<b>\$ 810,029</b>	<b>\$ 814,366</b>	<b>\$ 838,181</b>	<b>\$ 23,815</b>	<b>2.9%</b>
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\* Non-Domestic Waste Source Control Program (NDWSCP) costs are not included in assessment allocations because, except for some administrative costs, this program is funded entirely by commercial users and not the member agencies.

**SEWER AUTHORITY MID-COASTSIDE**

Collections Budget

Grouped Categories	Actual	FY2012-13	FY2013-14	Change from	
	FY2011-12	Budgeted Assessments	Proposed Assessments	FY 2012-13	
				\$	%
Personnel	\$ 714,430	\$ 700,680	\$ 696,895	\$ (3,785)	-0.5%
Utilities	\$ 3,387	\$ 3,004	\$ 3,278	\$ 274	0.0%
Professional Services	\$ -	\$ 18,000	\$ 18,000	\$ -	0.0%
Chemicals	\$ -	\$ -	\$ -	\$ -	0.0%
Sludge/Solids	\$ -	\$ -	\$ -	\$ -	0.0%
Maintenance	\$ 16,875	\$ 6,750	\$ 8,250	\$ 1,500	0.0%
All Other Accounts	\$ 80,017	\$ 85,932	\$ 111,758	\$ 25,826	30.1%
Passthrough Accounts	\$ -	\$ -	\$ -	\$ -	0.0%
<b>Total</b>	<b>814,710</b>	<b>814,366</b>	<b>838,181</b>	<b>23,815</b>	<b>2.9%</b>

Sewer Authority Mid-Coastside

**Collections Contract Budget**

Acct #	Account Name	Actual '10-11	Actual '11-12	Budgeted Amount '12-13	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '13-14	Increase/ (decrease) from '12-13 Budget	Increase/ (decrease) %
<b>Income Accounts</b>											
4011001	Operating Fund Admin Operating HMB	269,557	272,079	300,491	150,246	50.0%	300,492	100.0%	275,763	-24,729	-8.2%
4011002	Operating Fund Admin Operating GSD	212,114	225,561	232,537	116,268	50.0%	232,536	100.0%	229,551	-2,986	-1.3%
4011003	Operating Fund Admin Operating MWSD	284,442	312,389	281,337	140,670	50.0%	281,340	100.0%	332,867	51,529	18.3%
Total	Assessments	766,113	810,029	814,366	407,184	50.0%	814,368	100.0%	838,181	23,815	2.9%
4043001	NDWSCP Revenue-Operating										
4043003	NDWSCP Revenue - Late Fee										
4081001	Treatment Trucked Waste										
40810	Misc. Revenue										
40850	Grant Revenue										
41110	Leachate Revenue										
40610	Insurance Dividend										
40910	Interest Revenue Operating										
Total	Other Income	0	0	0	0		0		0	0	
<b>Total Income</b>		<b>766,113</b>	<b>810,029</b>	<b>814,366</b>	<b>407,184</b>	<b>50.0%</b>	<b>814,368</b>	<b>100.0%</b>	<b>838,181</b>	<b>23,815</b>	<b>2.9%</b>
<b>Expense Accounts</b>											
50110	Directors Fees										
5021001	Productive Payroll	406,345	443,601	446,235	200,506	44.9%	401,012	89.9%	428,390	-17,845	-4.0%
5021002	Overtime	35,137	39,814	0	15,131		30,262		32,183	32,183	999.0%
5021003	Restricted Standby Pay										
5021004	Benefits	200,367	213,681	240,947	102,292	42.5%	204,584	84.9%	222,524	-18,423	-7.6%
5021006	Overtime Meals		61	100		0.0%	0	0.0%	100	0	0.0%
5021007	Temporary										
5021008	Retire Benefits	8,698	8,698	8,698	4,686		9,372	107.7%	8,698	0	0.0%
5031002	Fingerprinting										
5031003	Employee Physicals		832	1,500		0.0%	0	0.0%	1,500	0	0.0%
5041001	Personnel Assistance										
5041002	Audit Fees										
5041003	Engineering Fees										
5041004	Legal Fees										
5041005	Payroll Costs										
5041006	Other Professional Services	19,500		18,000		0.0%	0	0.0%	18,000	0	0.0%
5051001	Janitorial										
5052002	Laundry Service	2,387	2,750	2,412	1,621	67.2%	3,243	134.5%	2,412	0	0.0%
5052003	Outside Lab Analysis										
5052004	Inspections										
5052005	Calibration										
5054006	Outside Service- HMB										

Sewer Authority Mid-Coastside

**Collections Contract Budget**

Acct #	Account Name	Actual '10-11	Actual '11-12	Budgeted Amount '12-13	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '13-14	Increase/ (decrease) from '12-13 Budget	Increase/ (decrease) %
5054007	Outside Service- GSD										
5052009	Solid Waste										
5052013	Maintenance Project Management										
5054004	Technical/Consulting Services										
5054005	Video Services										
50610	Memberships and Dues				140		280				
50710	Printing and Publications				119		239				
50810	Skills Improvements	1,938	2,247	1,200	375	31.3%	750	62.5%	1,400	200	16.7%
50910	Meetings and Travel			500	70	14.0%	140	28.0%	500	0	0.0%
5101004	Safety Physicals										
5102001	Safety Training	3,672	5,496	1,500	1,500	100.0%	3,000	200.0%	1,600	100	6.7%
5102002	Safety Shoes	418	869	880	432	49.1%	865	98.3%	880	0	0.0%
5102003	Personal Safety Equipment	2	1,124	600	1,139	189.8%	2,278	379.6%	600	0	0.0%
5102005	Safety Equipment	150	453	798	129	16.1%	258	32.3%	824	26	3.3%
5102006	Safety Program Administration										
5111001	Postage										
5111002	Equipment Rental										
5111003	Office Supplies			257		0.0%	0	0.0%	250	-7	-2.7%
5111004	Computer/Supplies										
5111005	General Supplies		187	500	47	9.4%	94	18.8%	500	0	0.0%
5111006	Bad Debt Expense										
5121002	Liability Insurance	51,890	42,829	55,729	14,554	26.1%	29,108	52.2%	51,536	-4,193	-7.5%
5121003	Property Insurance										
5121006	Claims										
5121007	Dishonesty Bond Insurance										
5132001	Telephone										
5132002	Electric										
5132003	Natural Gas										
5132004	Water	1,464	3,387	3,004	1,790	59.6%	3,580	119.2%	3,278	274	9.1%
5141002	Mailing Machine										
5141003	Copy Machine										
5142005	Pagers										
5142006	Alarm System										
5142007	Radio System										
5142008	Permits, Licenses and Fees										
5152001	Diesel	6,317	8,558	6,000	2,556	42.6%	5,111	85.2%	6,000	0	0.0%
5152002	Gasoline	3,597	2,405	6,000	646	10.8%	1,292	21.5%	6,000	0	0.0%
5152003	Lubricants			250	44	17.7%	89	35.5%	250	0	0.0%
5162001	Chemical-General										
5162002	Maintenance			500	2,677	535.5%	5,355	1071.0%	500	-0	0.0%
5162003	General										
5162004	Chemicals-Hypoclorite-Plant										
5162005	Chemicals-Bisulfite										

Sewer Authority Mid-Coastside

**Collections Contract Budget**

Acct #	Account Name	Actual '10-11	Actual '11-12	Budgeted Amount '12-13	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '13-14	Increase/ (decrease) from '12-13 Budget	Increase/ (decrease) %
5162006	Chemicals-NaOCL-Pump Station										
5162007	Chemicals-Polymer										
5162008	Chemicals-FeCl3										
5162010	Chemicals-NaOH-Plant										
5172001	Lab Chemicals										
5172002	Lab Maintenance Supplies										
5172003	Lab General										
5172004	Public Outreach Gen Supplies	2									
5181001	Office Equipment	17									
5182002	Vehicles	6,835	16,875	6,000	6,916	115.3%	13,833	230.5%	7,500	1,500	25.0%
5182003	Building and Grounds										
5182004	Pump Station										
5182005	Plant Equipment	111									
5182013	Facility Painting										
5182014	Instrumentaion										
5184020	Leahate Delivery Expenses										
5184006	Sewer Line - HMB										
5184007	Sewer Line-GSD										
5184008	Sewer Line - MWSD										
5184009	Lift Station - HMB										
5184010	Lift Station - GSD										
5184011	Lift Station-MWSD										
5184012	SAM Collection Equipment	15,645	20,724	12,000	4,263	35.5%	8,527	71.1%	42,000	30,000	250.0%
52310	Service/Bank Charges										
52410	Interest Expense										
52510	Depreciation Expense										
5202001	Mechanical Tools	1,161									
5202002	General Tools	461	118	756	82	10.9%	164	21.7%	756	0	0.0%
53210	Fines and Penalties										
<b>Total Expenses</b>		<b>766,114</b>	<b>814,710</b>	<b>814,366</b>	<b>361,717</b>	<b>44.4%</b>	<b>723,434</b>	<b>88.8%</b>	<b>838,181</b>	<b>23,815</b>	<b>2.9%</b>

SEWER AUTHORITY MID-COASTSIDE  
 PROPOSED FY2013-2014 BUDGET  
 Class: COLLECTIONS

**REVENUE**

Current Yr

**EXPENSES**

**5021001      Productive Payroll      \$428,390**

This is salary for employees in this account class. This total reflects no continuation of a COLA for this fiscal year, because the memorandum of understanding (MOU) expired at the end of the 2010 calendar year. The total also includes 4 step increases. Reduced budget due to new employees hired at a lower salary.

Item	Cost
Salary	\$424,125
Est. Step Incr/Certifications	\$4,265
COLA	\$0

**5021002      Overtime      \$32,183**

This is for overtime pay to represented employees. SAM has an MOU with Stationary Engineers Local 39. That MOU specifies the conditions and amounts for overtime pay. For this account class, we projected the FY2012-13 total based upon the actuals thru December 2012. Overtime is used for sewer system callouts, emergency response to alarm conditions and storm related staffing. Increase due to prior year mistakenly containing no budget for overtime.

**5021004      Benefits      \$222,524**

This account is used for MOU-required benefits. SAM provides CalPERS retirement at 2%@55 for "classic" employees and 2%@62 for new hires, medical, dental, vision, and ADD/Life Insurance for these employees. CalPERS retirement cost increase of 1.02%, Medical insurance cost increase 3 yr avg. is estimated at 8.41%; Dental increase estimated at 6.19%; ADD Life Insurance increase is estimated at 6.19%; Vision insurance increase is projected to 3.71%.

<b>Item</b>	<b>Cost</b>
CalPERS retirement	\$63,839
Medical	\$122,021
Workers Comp/Medicare	\$25,112
Dental/ADD/Life	\$10,727
Vision	\$825

**5021006      Overtime Meals      \$100**

This account is used for MOU-required overtime meals.

**5021008      Retiree Benefits      \$8,698**

This account is for CalPERS and GASB 45 mandatory contribution towards current and future retiree medical benefits. SAM provides the minimum required contribution for its one (1) Collection retired employee at \$115 per month for the first six months of FY2013-14 and an estimated a cost increase of 5% for the remaining six months.

**5031003      Employee Physicals      \$1,500**

Costs associated with various medical examinations and required inoculations.

<b>Descrip</b>	<b>Freq</b>	<b>Rate</b>	<b>Cost</b>
Hep B Series (3)	4	\$255	\$1,020
Respirator	4	\$120	\$480

**5041006 Other Professional Services \$18,000**

These expenses are for quarterly support services for the ICOMMM Collection System Maintenance Management system (MMS) used to schedule and track collection system maintenance, lift station maintenance and FOG issues associated with permitting and inspecting grease producing businesses and high grease neighborhoods. Additionally, the ICOMMM system will track lateral sewer issues as the database is developed.

<b>Item</b>			<b>Cost</b>
MMS	4	\$4,500	\$18,000

**5052002 Laundry Service \$2,412**

These are costs associated with the laundering of MOU-required uniforms.

<b>Item</b>	<b>Units/Year</b>	<b>Rate</b>	<b>Cost</b>
Uniform Service (per Ee)	52	\$46	\$2,412

**50810 Skills Improvements \$1,400**

These are costs associated with employee skill improvements for four employees.

<b>Item</b>	<b>No</b>	<b>Rate</b>	<b>Cost</b>
Various training	4	\$350	\$1,400

**50910 Meetings and Travel \$500**

These are costs associated with one employee meeting, conference, seminar costs and associated travel costs.

**5102001 Safety Training \$1,600**

These are costs associated with safety training.

<b>Item</b>	<b>No of staff</b>	<b>Rate</b>	<b>Cost</b>
Cintas Safety Training	4	\$400	\$1,600

**5102002 Safety Shoes \$880**

These are costs associated with MOU-required safety shoe reimbursement. Current reimbursement is \$220/ employee.

Item	No	Rate	Cost
Safety shoes	4	\$220	\$880

**5102003 Personal Safety Equipment \$600**

These are costs associated with personal safety equipment such as gloves, raingear, boots, safety vests, goggles.

Item	No	Rate	Cost
Personal Safety Equipment	4	\$150	\$600

**5102005 Safety Equipment \$824**

These are costs associated with safety equipment other than personal equipment. These include SCBAs, Air Detectors, etc. This account has been increased due to service costs for the SCBA and associated equipment.

Item	No	Rate	Cost
SCBA Units	1	\$232	\$232
Equipment Repair & Maint	1	\$317	\$317
Foul Air Detectors	1	\$125	\$125
SCBA Tanks	3	\$50	\$150

**5111003 Office Supplies \$250**

These are costs associated with office supplies - paper, pens, clips etc.

**5111005 General Supplies \$500**

These costs are for various supplies used in the daily operation of the Collection System and associated equipment. This would include nuts, bolts and other hardware, paints, brooms and cleaning supplies, herbicides, etc.

Item	No	Rate	Cost
General	12	\$42	\$500

**5121002 Liability Insurance \$51,536**

This amount is based on 2013 premiums plus anticipated 7.5% increase for 2014 projected by insurance carrier, CSRMA.

**5132004 Water \$3,278**

These are potable water service costs. Potable water is used at the SAM plant and pump stations for domestic purposes, pump seal water, odor control street wash down and fire protection. Included is an estimated 10% rate increase indicated by the larger of the two water districts we work with.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
Water for flushing	298	\$11	\$3,278

**5152001 Diesel \$6,000**

Diesel fuel costs. Diesel is used for vehicles.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
Diesel Fuel	1200	\$5.00	\$6,000

**5152002 Gasoline \$6,000**

Gasoline fuel costs for SAM's Collection System vehicles.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
Gasoline	1200	\$5.00	\$6,000

**5152003 Lubricants \$250**

Cost of equipment lubricants for SAM's Collection System vehicles and equipment.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
Lubricants	12	\$21	\$250

**5162002 Maintenance \$500**

These are costs related to the SAM Collections System equipment maintenance. This includes parts and outside labor.

Item	No	Rate	Cost
Various	12	\$42	\$500

**5182002 Vehicles \$7,500**

These are costs for accessories and for repairs to vehicles such as annual services, brakes, safety equipment and the like. We have increased this account due to vehical age and previous spending confirming the older vehical age requires more service work.

Item	No	Rate	Cost
Maintenance / Repairs	3	\$ 2,500	\$7,500

**5184012 SAM Collection Equipment \$42,000**

Costs associated with routine repairs to and minor replacement of SAM collection equipment which includes hose replacement, camera equipment service and/or replace,emt, nozzles, etc. We've added \$30,000 to this account to replace the camera equipment, on SAM 8, with the current rendition which is more robust and less likely to break down.

Item	No	Rate	Cost
Various	12	\$1,000	\$12,000
Hose and Camera Equipment	1	\$30,000	\$30,000

**5202002 General Tools \$756**

Costs for tools other than Mechanic's tools.

Item	No	Rate	Cost
Various tools	12	\$63	\$756

**TOTAL COLLECTION EXPENDITURES: \$ 838,181**

**SAM MEMBER AGENCY MANAGER'S  
GENERAL OPERATING BUDGET V3.0  
FISCAL YEAR 2013-14**

**SEWER AUTHORITY MID-COASTSIDE**

**FY2013-14 JPA/O&M Budgeted Assessments**

	<u>HMB</u>		<u>GSD</u>		<u>MWSD</u>		<u>Total</u>
JPA/O&M Distribution	50.0%		28.7%		21.3%		100.0%
 <b><u>Annual Assessments</u></b>							
Admin General	\$ 540,671	\$	309,595	\$	230,099	\$	1,080,365
Treatment General	\$ 1,003,564	\$	574,652	\$	427,097	\$	2,005,314
NDWSCP General	\$ -	\$	-	\$	-	\$	-
 <b>Annual JPA/O&amp;M Total</b>	 <b>\$ 1,544,236</b>	 <b>\$</b>	 <b>884,247</b>	 <b>\$</b>	 <b>657,197</b>	 <b>\$</b>	 <b>3,085,679</b>
 <b>Monthly JPA/O&amp;M Total</b>	 <b>\$ 128,686</b>	 <b>\$</b>	 <b>73,687</b>	 <b>\$</b>	 <b>54,766</b>		

\* Non-Domestic Waste Source Control Program (NDWSCP) costs are not included in assessment allocations because, except for some administrative costs, this program is funded entirely by commercial users and not the member agencies.

## SEWER AUTHORITY MID-COASTSIDE

### JPA/O&M Assessment Comparison

	Actual FY2011-12	FY2012-13 Budgeted Assessments	FY2013-14 Proposed Assessments	Change from FY 2012-13	
				\$	%
Admin	\$ 1,007,134	\$ 1,088,176	\$ 1,080,365	\$ (7,811)	-0.72%
Treatment	\$ 1,833,863	\$ 1,986,963	\$ 2,005,314	\$ 18,351	0.92%
NDWSCP	\$ -	\$ -	\$ -	\$ -	0.00%
<b>Total</b>	<b>\$ 2,840,997</b>	<b>\$ 3,075,139</b>	<b>\$ 3,085,679</b>	<b>\$ 10,540</b>	<b>0.34%</b>

### JPA/O&M Expenditure Comparison

	Actual FY2011-12	FY2012-13 Budgeted Expenditures	FY2013-14 Proposed Expenditures	Change from FY 2012-13	
				\$	%
Admin	\$ 1,072,081	\$ 1,135,047	\$ 1,120,204	\$ (14,843)	-1.31%
Treatment	\$ 1,827,163	\$ 2,011,964	\$ 2,017,314	\$ 5,350	0.27%
NDWSCP	\$ 31,979	\$ 36,693	\$ 47,499	\$ 10,806	29.45%
<b>Total</b>	<b>\$ 2,931,223</b>	<b>\$ 3,183,704</b>	<b>\$ 3,185,017</b>	<b>\$ 1,313</b>	<b>0.04%</b>

**SEWER AUTHORITY MID-COASTSIDE**

FY 2013-14

Member Agency **JPA/O&M** Assessment Comparison

City of Half Moon Bay					
	Actual	Current	Proposed	Change from FY 2012-13	
	FY2011-12	FY2012-13	FY2013-14	\$	%
Admin	\$ 463,991	\$ 507,090	\$ 540,671	\$ 33,581	6.6%
Treatment	\$ 844,868	\$ 925,925	\$ 1,003,564	\$ 77,639	8.4%
NDWSCP	\$ -	\$ -	\$ -	\$ -	
Total	\$ 1,308,859	\$ 1,433,015	\$ 1,544,236	\$ 111,221	7.8%
Monthly Total	\$ 109,072	\$ 119,418	\$ 128,686	\$ 9,268	7.8%

Granada Sanitary District					
	Actual	Current	Proposed	Change from FY 2012-13	
	FY2011-12	FY2012-13	FY2013-14	\$	%
Admin	\$ 336,118	\$ 352,569	\$ 309,595	\$ (42,974)	-12.2%
Treatment	\$ 612,031	\$ 643,776	\$ 574,652	\$ (69,124)	-10.7%
NDWSCP	\$ -	\$ -	\$ -	\$ -	
Total	\$ 948,149	\$ 996,345	\$ 884,247	\$ (112,098)	-11.3%
Monthly Total	\$ 79,012	\$ 83,029	\$ 73,687	\$ (9,342)	-11.3%

Montara Water and Sanitary District					
	Actual	Current	Proposed	Change from FY 2012-13	
	FY2011-12	FY2012-13	FY2013-14	\$	%
Admin	\$ 207,025	\$ 228,517	\$ 230,099	\$ 1,582	0.7%
Treatment	\$ 376,964	\$ 417,262	\$ 427,097	\$ 9,835	2.4%
NDWSCP	\$ -	\$ -	\$ -	\$ -	
Total	\$ 583,989	\$ 645,779	\$ 657,197	\$ 11,418	1.8%
Monthly Total	\$ 48,666	\$ 53,815	\$ 54,766	\$ 951	1.8%

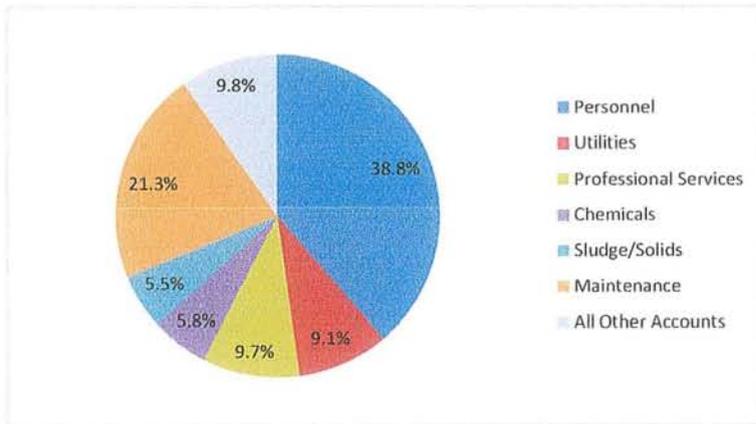
<b>Total</b>	<b>\$ 2,840,997</b>	<b>\$ 3,075,139</b>	<b>\$ 3,085,679</b>	<b>\$ 10,540</b>	<b>0.3%</b>
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\* Non-Domestic Waste Source Control Program (NDWSCP) costs are not included in assessment allocations because, except for some administrative costs, this program is funded entirely by commercial users and not the member agencies.

**SEWER AUTHORITY MID-COASTSIDE**  
 General Operating Budget - Cost Center Roll-Up

Grouped Categories	Actual FY2011-12	FY2012-13	FY2013-14	Change from		Distributi
		Budgeted Assessments	Proposed Assessments	FY 2012-13		
				\$	%	
Personnel	1,236,648	1,261,762	1,235,061	\$ (26,701)	-2.1%	38.8%
Utilities	258,251	286,443	288,857	\$ 2,414	0.8%	9.1%
Professional Services	293,524	317,932	308,096	\$ (9,836)	-3.1%	9.7%
Chemicals	174,288	172,390	184,825	\$ 12,435	7.2%	5.8%
Sludge/Solids	164,452	166,334	175,510	\$ 9,176	5.5%	5.5%
Maintenance	380,192	687,215	679,215	\$ (8,000)	-1.2%	21.3%
All Other Accounts	283,095	291,629	313,454	\$ 21,825	7.5%	9.8%
Passthrough Accounts	140,773	-	-	\$ -	0.0%	
<b>Total</b>	<b>2,931,223</b>	<b>3,183,704</b>	<b>3,185,017</b>	<b>1,313</b>	<b>0.0%</b>	

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General Operating Budget

Acct #	Account Name	Actual '10-11	Actual '11-12	Budgeted Amount '12-13	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '13-14	Increase/ (decrease) from '12-13 Budget	Increase/ (decrease) %
<b>Income Accounts</b>											
4011001	Operating Fund Admin Operating HMB	1,370,234	1,308,859	1,433,015	716,508	50.0%	1,433,016	100.0%	1,544,236	111,221	7.8%
4011002	Operating Fund Admin Operating GSD	859,573	948,149	996,345	498,174	50.0%	996,348	100.0%	884,247	-112,098	-11.3%
4011003	Operating Fund Admin Operating MWSD	593,330	583,989	645,779	322,890	50.0%	645,780	100.0%	657,197	11,418	1.8%
Total	Assessments	2,823,137	2,840,997	3,075,139	1,537,572	50.0%	3,075,144	100.0%	3,085,679	10,540	0.3%
		0	0	0	0		0		0	0	
4043001	NDWSCP Revenue-Operating	21,036	23,920	36,693	0	0.0%	0	0.0%	47,249	10,556	
4043003	NDWSCP Revenue - Late Fee	511	933	250	0		0		250	0	
4081001	Treatment Trucked Waste	24,110	30,808	25,000	5,945	23.8%	11,890	47.6%	12,000	-13,000	-52.0%
40810	Misc. Revenue	8,616	3,547	500	1,806	361.1%	443	88.6%	500	0	0.0%
40850	Grant Revenue	0	37,500	0	0		0		0	0	
41110	Leachate Revenue	15,482	5,753	0	0		0		0	0	
40610	Insurance Dividend	20,677	24,128	25,000	9,150	36.6%	18,300	73.2%	25,000	0	0.0%
40910	Interest Revenue Operating	28,630	16,550	21,371	8,487	39.7%	16,973	79.4%	14,339	-7,032	-32.9%
Total	Other Income	119,062	143,140	108,814	25,387	23.3%	47,606	43.8%	99,338	-9,476	-8.7%
<b>Total Income</b>		<b>2,942,199</b>	<b>2,984,137</b>	<b>3,183,953</b>	<b>1,562,959</b>	<b>49.1%</b>	<b>3,122,750</b>	<b>98.1%</b>	<b>3,185,017</b>	<b>1,064</b>	<b>0.0%</b>
<b>Expense Accounts</b>											
50110	Directors Fees	8,600	7,400	10,200	4,600	45.1%	9,200	90.2%	14,400	4,200	41.2%
5021001	Productive Payroll	762,397	793,849	785,037	340,093	43.3%	680,186	86.6%	775,439	-9,598	-1.2%
5021002	Overtime	24,417	25,764	22,885	9,464	41.4%	18,928	82.7%	20,117	-2,768	-12.1%
5021003	Restricted Standby Pay	0	0	0	0		0		0	0	
5021004	Benefits-Admin	305,978	313,737	349,357	144,543	41.4%	289,086	82.7%	342,861	-6,496	-1.9%
5021006	Overtime Meals	19	106	200	0	0.0%	0	0.0%	200	0	0.0%
5021007	Temporary	53,090	46,904	52,768	11,697	22.2%	23,394	44.3%	41,940	-10,828	-20.5%
5021008	Retire Benefits	24,343	22,981	24,343	12,142	49.9%	24,284	99.8%	22,981	-1,362	-5.6%
5031002	Fingerprinting	0	0	0	0		0		0	0	
5031003	Employee Physicals	0	0	2,750	0	0.0%	0	0.0%	2,973	223	8.1%
5041001	Personnel Assistance	10,500	10,500	10,500	5,250	50.0%	10,500	100.0%	10,812	312	3.0%
5041002	Audit Fees	27,000	27,538	30,300	3,550	11.7%	7,100	23.4%	29,050	-1,250	-4.1%
5041003	Engineering Fees	85,727	82,767	75,000	132,206	176.3%	264,413	352.6%	85,000	10,000	13.3%
5041004	Legal Fees	119,708	74,596	101,100	26,083	25.8%	52,166	51.6%	78,550	-22,550	-22.3%
5041005	Payroll Costs	6,308	5,491	6,708	2,335	34.8%	4,671	69.6%	5,500	-1,208	-18.0%
5041006	Other Professional Services	54,031	77,267	76,024	31,382	41.3%	62,764	82.6%	75,684	-340	-0.4%
5051001	Janitorial	11,362	10,100	13,396	5,877	43.9%	11,754	87.7%	13,780	384	2.9%
5052002	Laundry Service	14,150	17,030	14,437	8,173	56.6%	16,345	113.2%	14,437	0	0.0%
5052003	Outside Lab Analysis	38,044	49,240	32,559	7,193	22.1%	14,386	44.2%	45,627	13,068	40.1%
5052004	Inspections	51,247	68,408	65,015	22,182	34.1%	44,364	68.2%	65,015	0	0.0%
5052005	Calibration	2,752	7,976	6,000	1,537	25.6%	3,075	51.2%	13,000	7,000	116.7%
5054006	Outside Service- HMB	0	0	0	0		0		0	0	

**General Operating  
Admin, Treatment and NDWSCP**

Sewer Authority Mid-Coastside

**General Operating Budget**

Acct #	Account Name	Actual '10-11	Actual '11-12	Budgeted Amount '12-13	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '13-14	Increase/ (decrease) from '12-13 Budget	Increase/ (decrease) %
5054007	Outside Service- GSD	0	0	0	0		0		0	0	
5052009	Solid Waste	157,792	164,452	166,334	65,941	39.6%	131,883	79.3%	175,510	9,176	5.5%
5052013	Maintenance Project Management	107	19,500	15,000	4,875	32.5%	9,750	65.0%	500	-14,500	-96.7%
5054004	Technical/Consulting Services	13,535	15,366	18,300	4,075	22.3%	8,150	44.5%	10,200	-8,100	-44.3%
5054005	Video Services	0	0	0	0		0		3,300	3,300	
50610	Memberships and Dues	16,089	14,556	16,190	12,951	80.0%	25,901	160.0%	16,530	340	2.1%
50710	Printing and Publications	2,412	1,475	4,100	1,318	32.1%	2,636	64.3%	4,100	0	0.0%
50810	Skills Improvements	5,095	7,597	6,300	5,240	83.2%	10,480	166.3%	6,300	0	0.0%
50910	Meetings and Travel	3,057	2,017	4,172	2,288	54.8%	4,576	109.7%	4,100	-72	-1.7%
5101004	Safety Physicals	0	0	0	0		0		0	0	
5102001	Safety Training	2,960	16,292	3,750	2,130	56.8%	4,260	113.6%	3,750	0	0.0%
5102002	Safety Shoes	1,378	1,507	1,320	0	0.0%	0	0.0%	1,320	0	0.0%
5102003	Personal Safety Equipment	1,403	1,082	1,500	6,715	447.7%	13,431	895.4%	3,000	1,500	100.0%
5102005	Safety Equipment	4,077	3,285	1,540	4,762	309.2%	9,525	618.4%	1,875	335	21.7%
5102006	Safety Program Administration	0	0	0	0	0.0%	0	0.0%	10,000	10,000	
5111001	Postage	3,773	2,117	3,000	184	6.1%	368	12.3%	3,000	0	0.0%
5111002	Equipment Rental	69,903	79,598	66,000	26,944	40.8%	53,888	81.6%	66,000	0	0.0%
5111003	Office Supplies	4,029	4,444	4,893	1,656	33.9%	3,313	67.7%	4,893	0	0.0%
5111004	Computer/Supplies	8,662	7,957	8,563	1,912	22.3%	3,823	44.6%	8,563	0	0.0%
5111005	General Supplies	4,088	5,966	5,253	2,174	41.4%	4,347	82.8%	5,253	0	0.0%
5111006	Bad Debt Expense	0	0	0	1,139		2,278		0	0	
5121002	Liability Insurance	34,593	28,553	37,152	9,703	26.1%	19,406	52.2%	34,347	-2,805	-7.6%
5121003	Property Insurance	18,821	20,632	21,147	11,291	53.4%	22,583	106.8%	23,147	2,000	9.5%
5121006	Claims	0	20,943	20,000	1,385	6.9%	2,770	13.9%	25,000	5,000	25.0%
5121007	Dishonesty Bond Insurance	337	337	354	168	47.6%	337	95.2%	354	0	0.0%
5132001	Telephone	14,370	15,058	12,200	7,417	60.8%	14,834	121.6%	12,200	0	0.0%
5132002	Electric	265,158	240,029	260,397	109,317	42.0%	218,633	84.0%	260,397	-0	0.0%
5132003	Natural Gas	1,468	1,428	1,893	281	14.8%	562	29.7%	1,893	-0	0.0%
5132004	Water	19,512	16,795	24,152	9,995	41.4%	19,990	82.8%	26,567	2,415	10.0%
5141002	Mailing Machine	438	0	0	0		0		0	0	
5141003	Copy Machine	5,714	6,510	5,415	2,863	52.9%	5,726	105.7%	6,432	1,017	18.8%
5142005	Pagers	837	552	549	0	0.0%	0	0.0%	0	-549	-100.0%
5142006	Alarm System	1,740	1,840	4,340	2,831	65.2%	5,662	130.5%	4,340	0	0.0%
5142007	Radio System	0	2,400	2,900	0	0.0%	0	0.0%	2,900	0	0.0%
5142008	Permits, Licenses and Fees	25,625	30,085	38,550	19,879	51.6%	39,759	103.1%	44,284	5,734	14.9%
5152001	Diesel	6,325	8,700	11,858	6,507	54.9%	13,015	109.8%	11,858	-0	0.0%
5152002	Gasoline	4,467	5,183	8,065	1,603	19.9%	3,207	39.8%	8,065	-0	0.0%
5152003	Lubricants	4,312	13	2,450	0	0.0%	0	0.0%	2,450	0	0.0%
5162001	Chemical-General	967	1,316	2,450	797	32.5%	1,594	65.1%	2,450	0	0.0%
5162002	Maintenance	95	0	2,250	0	0.0%	0	0.0%	2,250	0	0.0%
5162003	General	0	0	0	0		0		0	0	
5162004	Chemicals-Hypoclorite-Plant	62,347	47,630	56,700	25,353	44.7%	50,707	89.4%	56,700	0	0.0%

General Operating Budget

Acct #	Account Name	Actual '10-11	Actual '11-12	Budgeted Amount '12-13	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '13-14	Increase/ (decrease) from '12-13 Budget	Increase/ (decrease) %
5162005	Chemicals-Bisulfite	43,060	50,028	30,866	20,726	67.1%	41,452	134.3%	35,505	4,639	15.0%
5162006	Chemicals-NaOCL-Pump Station	30,466	30,255	38,270	15,623	40.8%	31,245	81.6%	38,270	0	0.0%
5162007	Chemicals-Polymer	24,223	28,632	21,704	17,627	81.2%	35,255	162.4%	29,500	7,796	35.9%
5162008	Chemicals-FeCl3	22,273	16,426	22,400	5,274	23.5%	10,548	47.1%	22,400	0	0.0%
5162010	Chemicals-NaOH-Plant	0	0	0	0		0		0	0	
5172001	Lab Chemicals	788	1,063	1,500	1,426	95.0%	2,851	190.1%	1,500	0	0.0%
5172002	Lab Maintenance Supplies	634	25	1,500	0	0.0%	0	0.0%	1,000	-500	-33.4%
5172003	Lab General	10,569	8,130	7,750	2,554	33.0%	5,109	65.9%	7,750	0	0.0%
5172004	Public Outreach Gen Supplies	11,943	868	4,200	901	21.4%	1,802	42.9%	4,200	0	0.0%
5181001	Office Equipment	9,022	5,375	6,798	199	2.9%	397	5.8%	2,700	-4,098	-60.3%
5182002	Vehicles	2,822	2,963	6,000	1,518	25.3%	3,036	50.6%	6,000	0	0.0%
5182003	Building and Grounds	7,964	13,706	10,000	5,587	55.9%	11,174	111.7%	10,000	0	0.0%
5182004	Pump Station	85,369	54,844	195,000	58,396	29.9%	116,791	59.9%	195,000	0	0.0%
5182005	Plant Equipment	180,555	133,159	298,000	162,626	54.6%	325,253	109.1%	298,000	0	0.0%
5182013	Facility Painting	0	0	20,000	6,225	31.1%	12,450	62.3%	20,000	0	0.0%
5182014	Instrumentation	0	0	0	0		0		0	0	
5184020	Leahate Delivery Expenses	0	6,180	0	1,340		2,680		0	0	
5184006	Sewer Line - HMB	0	1,600	0	0		0		0	0	
5184007	Sewer Line-GSD	0	0	0	0		0		0	0	
5184008	Sewer Line - MVVSD	0	3,351	0	0		0		0	0	
5184009	Lift Station - HMB	0	61,373	0	0		0		0	0	
5184010	Lift Station - GSD	0	5,016	0	0		0		0	0	
5184011	Lift Station-MVVSD	0	69,433	0	0		0		0	0	
5184012	SAM Collection Equipment	0	0	0	0		0		0	0	
52310	Service/Bank Charges	3	0	100	0	0.0%	0	0.0%	0	-100	-100.0%
52410	Interest Expense	0	0	0	0		0		0	0	
52510	Depreciation Expense	0	0	0	0		0		0	0	
5202001	Mechanical Tools	2,894	1,483	1,000	243	24.3%	486	48.6%	1,000	-0	0.0%
5202002	General Tools	1,542	444	1,000	134	13.4%	268	26.8%	1,000	0	0.0%
53210	Fines and Penalties	0	0	0	0		0		0	0	
<b>Total Expenses</b>		<b>2,799,284</b>	<b>2,931,223</b>	<b>3,183,704</b>	<b>1,422,402</b>	<b>44.68%</b>	<b>2,844,804</b>	<b>89.36%</b>	<b>3,185,017</b>	<b>1,313</b>	<b>0.0%</b>

Sewer Authority Mid-Coastside

General Budget - Administration

Acct #	Account Name	Actual '10-11	Actual '11-12	Budgeted Amount '12-13	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '13-14	Increase/ (decrease) from '12-13 Budget	Increase/ (decrease) %
<b>Income Accounts</b>											
4011001	Operating Fund Admin Operating HMB	504,335	463,991	507,090	253,548	50.0%	507,096	100.0%	540,671	33,581	6.6%
4011002	Operating Fund Admin Operating GSD	316,383	336,118	352,569	176,286	50.0%	352,572	100.0%	309,595	-42,974	-12.2%
4011003	Operating Fund Admin Operating MWSD	218,388	207,025	228,517	114,258	50.0%	228,516	100.0%	230,099	1,582	0.7%
Total	Assessments	1,039,106	1,007,134	1,088,176	544,092	50.0%	1,088,184	100.0%	1,080,365	-7,811	-0.7%
4043001	NDWSCP Revenue-Operating										
4043003	NDWSCP Revenue - Late Fee										
4081001	Treatment Trucked Waste										
40810	Misc. Revenue	2,110	3,326	500	222	44.3%	443	88.6%	500	0	0.0%
40850	Grant Revenue										
41110	Leachate Revenue										
40610	Insurance Dividend	20,677	24,128	25,000	9,150	36.6%	18,300	73.2%	25,000	0	0.0%
40910	Interest Revenue Operating	28,630	16,550	21,371	8,487	39.7%	16,973	79.4%	14,339	-7,032	-32.9%
Total	Other Income	51,416	44,005	46,871	17,858	38.1%	35,717	76.2%	39,839	-7,032	-15.0%
<b>Total Income</b>		<b>1,090,522</b>	<b>1,051,139</b>	<b>1,135,047</b>	<b>561,950</b>	<b>49.5%</b>	<b>1,123,901</b>	<b>99.0%</b>	<b>1,120,204</b>	<b>-14,843</b>	<b>-1.3%</b>
<b>Expense Accounts</b>											
50110	Directors Fees	8,600	7,400	10,200	4,600	45.1%	9,200	90.2%	14,400	4,200	41.2%
5021001	Productive Payroll	416,372	421,960	420,141	201,486	48.0%	402,972	95.9%	428,728	8,587	2.0%
5021002	Overtime	1,626	1,501	2,000	946	47.3%	1,892	94.6%	2,000	0	0.0%
5021003	Restricted Standby Pay										
5021004	Benefits	151,628	154,886	161,441	77,684	48.1%	155,368	96.2%	163,906	2,465	1.5%
5021006	Overtime Meals	0	62	100	0	0.0%	0	0.0%	100	0	0.0%
5021007	Temporary	53,090	46,904	52,768	11,697	22.2%	23,394	44.3%	41,940	-10,828	-20.5%
5021008	Retire Benefits	13,770	12,450	13,770	6,360	46.2%	12,720	92.4%	12,450	-1,320	-9.6%
5031002	Fingerprinting										
5031003	Employee Physicals			500	0	0.0%	0	0.0%	723	223	44.6%
5041001	Personnel Assistance	10,500	10,500	10,500	5,250	50.0%	10,500	100.0%	10,812	312	3.0%
5041002	Audit Fees	27,000	27,538	30,300	3,550	11.7%	7,100	23.4%	29,050	-1,250	-4.1%
5041003	Engineering Fees	83,452	82,767	75,000	132,206	176.3%	264,413	352.6%	85,000	10,000	13.3%
5041004	Legal Fees	119,708	74,596	101,100	26,083	25.8%	52,166	51.6%	78,550	-22,550	-22.3%
5041005	Payroll Costs	6,308	5,491	6,708	2,335	34.8%	4,671	69.6%	5,500	-1,208	-18.0%
5041006	Other Professional Services	52,763	77,267	76,024	31,382	41.3%	62,764	82.6%	75,684	-340	-0.4%
5051001	Janitorial	11,362	10,100	13,396	5,877	43.9%	11,754	87.7%	13,780	384	2.9%
5052002	Laundry Service										
5052003	Outside Lab Analysis										
5052004	Inspections										
5052005	Calibration										
5054006	Outside Service- HMB										

Sewer Authority Mid-Coastside

General Budget - Administration

Acct #	Account Name	Actual '10-11	Actual '11-12	Budgeted Amount '12-13	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '13-14	Increase/ (decrease) from '12-13 Budget	Increase/ (decrease) %
5054007	Outside Service- GSD										
5052009	Solid Waste										
5052013	Maintenance Project Management										
5054004	Technical/Consulting Services	12,885	15,366	18,300	4,075	22.3%	8,150	44.5%	10,200	-8,100	-44.3%
5054005	Video Services	0	0	0	0	0.0%	0	0.0%	3,300	3,300	
50610	Memberships and Dues	15,957	14,556	16,190	12,511	77.3%	25,021	154.5%	16,530	340	2.1%
50710	Printing and Publications	2,412	1,475	2,500	1,199	48.0%	2,398	95.9%	2,500	0	0.0%
50810	Skills Improvements	1,068	1,475	1,200	110	9.2%	220	18.3%	1,200	0	0.0%
50910	Meetings and Travel	2,852	2,017	3,072	2,253	73.3%	4,506	146.7%	3,000	-72	-2.3%
5101004	Safety Physicals										
5102001	Safety Training	1,320	660	1,500		0.0%	0	0.0%	1,500	0	0.0%
5102002	Safety Shoes										
5102003	Personal Safety Equipment										
5102005	Safety Equipment										
5102006	Safety Program Administration										
5111001	Postage	3,773	2,117	2,750	184	6.7%	368	13.4%	2,750	0	0.0%
5111002	Equipment Rental										
5111003	Office Supplies	4,029	4,444	4,635	1,656	35.7%	3,313	71.5%	4,635	0	0.0%
5111004	Computer/Supplies	2,745	4,549	3,563	1,912	53.7%	3,823	107.3%	3,563	0	0.0%
5111005	General Supplies	4,005	5,629	4,223	1,713	40.6%	3,426	81.1%	4,223	0	0.0%
5111006	Bad Debt Expense										
5121002	Liability Insurance	34,593	28,553	37,152	9,703	26.1%	19,406	52.2%	34,347	-2,805	-7.6%
5121003	Property Insurance	18,821	20,632	21,147	11,291	53.4%	22,583	106.8%	23,147	2,000	9.5%
5121006	Claims	0	20,943	20,000	1,385	6.9%	2,770	13.9%	25,000	5,000	25.0%
5121007	Dishonesty Bond Insurance	337	337	354	168	47.6%	337	95.2%	354	0	0.0%
5132001	Telephone	14,370	3,785	12,200	7,417	60.8%	14,834	121.6%	12,200	0	0.0%
5132002	Electric										
5132003	Natural Gas										
5132004	Water										
5141002	Mailing Machine	438									
5141003	Copy Machine	5,714	6,510	5,415	2,863	52.9%	5,726	105.7%	6,432	1,017	18.8%
5142005	Pagers										
5142006	Alarm System										
5142007	Radio System										
5142008	Permits, Licenses and Fees										
5152001	Diesel										
5152002	Gasoline				84		167				
5152003	Lubricants										
5162001	Chemical-General										
5162002	Maintenance										
5162003	General										
5162004	Chemicals-Hypoclorite-Plant										
5162005	Chemicals-Bisulfite										

Sewer Authority Mid-Coastside

General Budget - Administration

Acct #	Account Name	Actual '10-11	Actual '11-12	Budgeted Amount '12-13	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '13-14	Increase/ (decrease) from '12-13 Budget	Increase/ (decrease) %
5162006	Chemicals-NaOCL-Pump Station										
5162007	Chemicals-Polymer										
5162008	Chemicals-FeCl3										
5162010	Chemicals-NaOH-Plant										
5172001	Lab Chemicals										
5172002	Lab Maintenance Supplies										
5172003	Lab General										
5172004	Public Outreach Gen Supplies										
5181001	Office Equipment	9,022	5,375	6,798	199	2.9%	397	5.8%	2,700	-4,098	-60.3%
5182002	Vehicles	0	237		52		104				
5182003	Building and Grounds										
5182004	Pump Station										
5182005	Plant Equipment										
5182013	Facility Painting				5,225		10,450				
5182014	Instrumentation										
5184020	Leahate Delivery Expenses										
5184006	Sewer Line - HMB										
5184007	Sewer Line-GSD										
5184008	Sewer Line - MWSD										
5184009	Lift Station - HMB										
5184010	Lift Station - GSD										
5184011	Lift Station-MWSD										
5184012	SAM Collection Equipment										
52310	Service/Bank Charges	3		100			0		0	-100	-100.0%
52410	Interest Expense										
52510	Depreciation Expense										
5202001	Mechanical Tools										
5202002	General Tools										
53210	Fines and Penalties										
<b>Total Expenses</b>		<b>1,090,522</b>	<b>1,072,081</b>	<b>1,135,047</b>	<b>573,456</b>	<b>50.5%</b>	<b>1,146,912</b>	<b>101.0%</b>	<b>1,120,204</b>	<b>-14,843</b>	<b>-1.3%</b>

**SEWER AUTHORITY MID-COASTSIDE  
PROPOSED FY2013-2014 BUDGET  
Class: ADMINISTRATION**

**REVENUE**

<b>40610</b>	<b>Insurance Dividend</b>	<b>Current Yr \$ 25,000</b>
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SAM is a member of the California Sanitation Risk Management Authority, an insurance pool. Each year, depending on the pool's performance, CSRMA might issue dividends to pool members. Proposed anticipated dividend is approximately the 5 yr average.

<b>40810</b>	<b>Misc. Revenue</b>	<b>\$ 500</b>
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This is a generic revenue account for unanticipated revenue such as credits, refunds, public records fees. Proposed anticipated misc revenue is approximately the 5 yr average.

<b>40910</b>	<b>Interest Revenue</b>	<b>\$ 14,339</b>
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This is anticipated average 0.36% interest earned on SAM's Investment Funds, Local Agency Investment Fund (LAIF), and current rate of 0.45% interest earned on SAM's FNB Money Market account. Decrease in budget is due to reduced LAIF balance and reduced interest rate.

<u>Item</u>	<u>Approx Balance</u>	<u>Revenue</u>
LAIF Dec 2012	\$3,458,463	\$12,450
Money Market Dec 2012	\$419,744	\$1,889

<b>TOTAL ADMINISTRATION OTHER INCOME</b>	<b>\$ 39,839</b>
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**EXPENSES**

**50110 Directors Fees \$ 14,400**

Fees paid to SAM Directors for Board, Committee and Special meeting attendance. Increase due to 20 committee meetings vs. 6 committee meetings budgeted last FY.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
Regular Meetings	12	\$600	\$7,200
Committee Meetings	20	\$300	\$6,000
Special Meetings	2	\$600	\$1,200

**5021001 Productive Payroll \$ 428,728**

This salary is for one represented and three Mgmt staff in Admin Dept. This total reflects no continuation of a COLA. No step increase because represented employee in Admin is at top step.

<u>Item</u>	<u>Cost</u>
Salary	\$428,728
COLA	\$0
Step increase	\$0

**5021002 Overtime \$ 2,000**

This is for OT pay to represented employees. SAM has an MOU with Stationary Engineers Local 39, which ecifies the conditions and amounts for overtime pay. For this account class, \$1500-1600 in overtime is historically typical, and utilized by represented employee attendance at SAM Board, Workshop and Committee meetings, special projects, and other urgent needs.



**5021008 Retiree Benefits \$ 12,450**

This account is for CalPERS and GASB 45 mandatory contribution towards current and future retiree medical benefits. SAM provides the minimum required CalPERS medical cost contribution for its two (2) Admin retired employees at \$115 per month for the first six months of FY2012-13 and estimates a cost increase of 5 % for the remaining six months.

**5031003 Employee Physicals \$ 723**

Costs associated w/various medical/pre-employment exams

<b>Descrip</b>	<b>Freq</b>	<b>Rate</b>	<b>Cost</b>
Pre-Employment	2	\$220	\$440
Fit for Duty/Return to Work	2	\$113	\$226
Alcohol /Substance	1	\$57	\$57

**5041001 Personnel Assistance \$ 10,812**

For the services of day-to-day management consulting, labor relations, MOU negotiations, and grievances.

<b>Item</b>	<b>Mos.</b>	<b>Monthly Fee</b>	<b>Cost</b>
Consultant	12	\$901	\$10,812

**5041002 Audit Fees \$ 29,050**

Fees for SAM's FY 2013-14 Financial audit, CA State Controllers Annual Report, Statistical Reports, and application of new Statements on Auditing Standards (SASs).

<b>Descrip</b>	<b>Cost</b>
Audit	\$21,050
Audit Support from SAM Accountant	\$8,000

<b>5041003</b>	<b>Engineering Fees</b>	<b>\$ 85,000</b>
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Costs associated with engineering services. Typically these are unanticipated advisory reports or engineering studies. \$10,000 increase due to additional engineering assistance as needed.

Item	Cost
SSMP Review	\$0
Repair/replacement	\$50,000
Infrastructure inventory, condition assessment	\$25,000
Additional engineering assistance as needed	\$10,000

*NOTE: Engineering fees associated with a project are not budgeted here, but are budgeted within the associated project.*

<b>5041004</b>	<b>Legal Fees</b>	<b>\$ 78,550</b>
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These are costs associated primarily with the SAM Board's general counsel attendance at meetings and general advice to the Board, GM and Mgmt staff throughout the year. It also includes costs for a labor attorney and special counsel. Decrease in cost due to labor attorney hours reduced by 50 hours from last FY, Special Counsel hours reduced from 33 hours to 2.5 hours for Anti-Harrassment Training.

Item	Hrly Rate	Hrs	Cost
General Counsel	\$250	290	\$72,500
Labor Attorney	\$265	20	\$5,300
Special Counsel	\$300	2.5	\$750

<b>5041005</b>	<b>Payroll Costs</b>	<b>\$ 5,500</b>
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These are costs associated with computer payroll process service at approx \$212 per pay-period, (26). Payroll process includes printed paychecks, tax services, quarterly payroll reports, annual W-2's, and other audited reports. Reduced costs from last FY budget due to actual costs, and no anticipated increase for FY2013-14.

Item	Periods	Period Fee	Cost
Payroll Service	26	\$212	\$5,500

5041006

**Other Professional Services**

**\$ 75,684**

These expenses are for accounting services, website maintenance, and other services (other than legal, engineering, and technical services). Includes monthly and period acctng svcs for SAM, including monthly financial reports to the Board, budget support, NDWSCP and Member Agency billing, and other services as requested by GM and Mgmt staff. It also includes consultant for easement recordings, continued Integrated Watershed Management Plan support, records retrieval/storage, and web design support. Continued review/updates of SAM personnel, financial and safety policies, by experts on latest rules and regs. Financial consultant to address concerns identified by Board and MA's, including cost sharing, reserves, budget documentation, and other concerns.

<b>Item</b>			<b>Cost</b>
Accounting	12	\$2,709	\$32,500
IWMP support			\$7,000
Records Retention	12	\$307	\$3,684
Con't review/Prsnnl, Fin & Safety Policy updates			\$25,000
Web design support			\$2,500
Financial Consultant			\$5,000

5051001

**Janitorial**

**\$ 13,780**

These are costs associated with Janitorial service to SAM Plant Admin and Portola Pump Station buildings and for specialty cleanings.

<b>Item</b>	<b>No</b>	<b>Rate</b>	<b>Cost</b>
Janitorial Monthly fee	12	\$700	\$8,400
Qrtly Janitorial Portola P.S	4	\$250	\$1,000
Steam Clean Restroom Tile	12	\$165	\$1,980
Admin Carpet Cleaning	6	\$400	\$2,400

**5054004      Technical/Consulting Services      \$    10,200**

These expenses are for computer services, website maintenance, and other services (other than legal, engineering, and technical services). This includes monthly and period service to SAM's server, backup systems, email/spam, and repairs. Reduced cost due to video services being separated into a new account this FY (into account # 5054005).

<u>Item</u>	<u>Cost</u>
Computer/website services	\$10,200

**5054005      Video Services      \$    3,300**

This expense is for video recordings of board meetings. This year, video recording services are included for 12 meetings. This is a new account, as video costs formerly were in account # 5054004 (Technical/Consulting Services).

<u>Item</u>	<u>Mtgs</u>	<u>\$/mtg</u>	<u>Cost</u>
Video Recording services	12	275	\$3,300

**50610      Memberships and Dues      \$    16,530**

These are costs associated with SAM and employee membership in professional organizations. They include CASA, BACWA, WateReuse, CWEA, CSDA, USAA Alerts, GFOA, COSTO, AWWA and WEF.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
California Association of Sanitation Agencies			\$8,200
Bay Area Clean Water Agencies			\$2,500
WateReuse Foundation and Association			\$2,200
Ca Water Env. Assoc	13	\$140	\$1,820
CA Special District Association (CSDA)			\$950
Underground Services Alert			\$300
Government Finance Officers Association (GFOA)			\$200
Costco			\$55
AWWA			\$85
WEF			\$220



**5111001 Postage \$ 2,750**

These are costs associated with Admin, Treatment, and Collections departments postage, annual meter rental, reset fees, parts, shipping fees, postal rate changes, software and overnight mailings.

Item	Cost
Postage	\$1,141
Overnight	\$740
Meter Rental	\$449
Shipping	\$105
Meter Reset fees	\$80
Rate Change Software	\$235

**5111003 Office Supplies \$ 4,635**

These are costs associated with office supplies - paper pens, clips etc.

**5111004 Computer Supplies \$ 3,563**

These are costs associated with computer and computer printer supplies and software upgrades.

**5111005 General Supplies \$ 4,223**

For shared supplies other than those specified elsewhere (sponges, plates, restroom, batteries, garbage liners, frames, hand sanitizer, coffee, and cleaning and other various supplies).

**5121002 Liability Insurance \$ 34,347**

Liability insurance for SAM operations reduced based on 2013 actual expenditures plus avg anticipated 7.5% incr projected by insurance carrier, CSRMA for 2014.

**5121003 Prop Ins \$ 23,147**

Property ins for SAM operations and mobile equipment ins based on 2013 actuals plus avg anticipated 12.5% incr for property ins and 0.5% incr projected for mobile equip ins for 2014 by CSRMA.

<b>5121006</b>	<b>Claims</b>	<b>\$ 25,000</b>
	<p>These are usually insurance deductibles associated with insurance claims. Increase \$5K per SAM Policy Deduction for an employee related claim.</p>	
<b>5121007</b>	<b>Dishonesty Bond Insurance</b>	<b>\$ 354</b>
	<p>This insurance is for protection against forgery, alteration of docs, inside /outside premises theft of monies, robbery, or safe burglary, or other property, computer fraud, funds transfer fraud.</p>	
<hr/>		
<b>5132001</b>	<b>Telephone</b>	<b>\$ 12,200</b>
	<p>These are costs associated with SAM's telephone lines and equipment. These costs include alarm system lines, DSL line, Centrex Coastside emergency response system, incoming telephone lines and associated troubleshooting services.</p>	
<b>5141003</b>	<b>Copy Machine</b>	<b>\$ 6,432</b>
	<p>These are costs associated with SAM's newly leased photocopier, including costs for B&amp;W and color copies, toner, and annual maintenance fees. Increase in cost is due to leasing a newer copier, the new copier having better technology, whereas before we were servicing the old purchased copier on a monthly basis.</p>	
<b>5181001</b>	<b>Office Equipment</b>	<b>\$ 2,700</b>
	<p>These are costs for the purchase and maintenance of small office equipment including chairs, tables, file cabinets, floor signs, recorders, microphones, water units and other misc items. Decrease from last FY due to no additional file cabinets, tables, chairs or water units this FY.</p>	
<b>52310</b>	<b>Service/Bank Charges</b>	<b>\$ -</b>
	<p>Costs for bank fees or charges</p>	
<b>TOTAL ADMINISTRATION EXPENDITURES:</b>		<b>\$ 1,120,204</b>

Sewer Authority Mid-Coastside

General Budget - Treatment

Acct #	Account Name	Actual '10-11	Actual '11-12	Budgeted Amount '12-13	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '13-14	Increase/ (decrease) from '12-13 Budget	Increase/ (decrease) %
<b>Income Accounts</b>											
4011001	Operating Fund Admin Operating HMB	865,899	844,868	925,925	462,960	50.0%	925,920	100.0%	1,003,564	77,639	8.4%
4011002	Operating Fund Admin Operating GSD	543,190	612,031	643,776	321,888	50.0%	643,776	100.0%	574,652	-69,124	-10.7%
4011003	Operating Fund Admin Operating MWSD	374,942	376,964	417,262	208,632	50.0%	417,264	100.0%	427,097	9,835	2.4%
Total	Assessments	1,784,031	1,833,863	1,986,963	993,480	50.0%	1,986,960	100.0%	2,005,314	18,351	0.9%
4043001	NDWSCP Revenue-Operating										
4043003	NDWSCP Revenue - Late Fee										
4081001	Treatment Trucked Waste	24,110	30,808	25,000	5,945	23.8%	11,890	47.6%	12,000	-13,000	-52.0%
40810	Misc. Revenue	6,507	221		1,584						
40850	Grant Revenue	0	37,500								
41110	Leachate Revenue	15,482	5,753								
40610	Insurance Dividend										
40910	Interest Revenue Operating										
Total	Other Income	46,099	74,282	25,000	7,529	30.1%	11,890	47.6%	12,000	-13,000	-52.0%
<b>Total Income</b>		<b>1,830,130</b>	<b>1,908,145</b>	<b>2,011,963</b>	<b>1,001,009</b>	<b>49.8%</b>	<b>1,998,850</b>	<b>99.3%</b>	<b>2,017,314</b>	<b>5,351</b>	<b>0.3%</b>
<b>Expense Accounts</b>											
50110	Directors Fees										
5021001	Productive Payroll	326,241	349,886	342,508	127,437	37.2%	254,874	74.4%	315,634	-26,874	-7.8%
5021002	Overtime	22,791	24,263	20,885	8,518	40.8%	17,036	81.6%	18,117	-2,768	-13.3%
5021003	Restricted Standby Pay										
5021004	Benefits	143,528	149,287	175,022	61,762	35.3%	123,523	70.6%	163,945	-11,077	-6.3%
5021006	Overtime Meals	19	44	100		0.0%	0	0.0%	100	0	0.0%
5021007	Temporary										
5021008	Retire Benefits	10,161	10,119	10,161	5,578	54.9%	11,156	109.8%	10,119	-42	-0.4%
5031002	Fingerprinting										
5031003	Employee Physicals			2,250		0.0%	0	0.0%	2,250	0	0.0%
5041001	Personnel Assistance										
5041002	Audit Fees										
5041003	Engineering Fees	2,275									
5041004	Legal Fees										
5041005	Payroll Costs										
5041006	Other Professional Services	1,268									
5051001	Janitorial										
5052002	Laundry Service	14,150	17,030	14,437	8,173	56.6%	16,345	113.2%	14,437	0	0.0%
5052003	Outside Lab Analysis	38,044	49,240	32,559	7,193	22.1%	14,386	44.2%	45,627	13,068	40.1%
5052004	Inspections	51,247	68,408	65,015	22,182	34.1%	44,364	68.2%	65,015	0	0.0%
5052005	Calibration	2,752	7,976	6,000	1,537	25.6%	3,075	51.2%	13,000	7,000	116.7%

Sewer Authority Mid-Coastside

General Budget - Treatment

Acct #	Account Name	Actual '10-11	Actual '11-12	Budgeted Amount '12-13	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '13-14	Increase/ (decrease) from '12-13 Budget	Increase/ (decrease) %
5054006	Outside Service- HMB										
5054007	Outside Service- GSD	0									
5052009	Solid Waste	157,792	164,452	166,334	65,941	39.6%	131,883	79.3%	175,510	9,176	5.5%
5052013	Maintenance Project Management	107	19,500	15,000	4,875	32.5%	9,750	65.0%	500	-14,500	-96.7%
5054004	Technical/Consulting Services	650									
5054005	Video Services										
50610	Memberships and Dues	132			440		880				
50710	Printing and Publications			1,500	119	8.0%	239	15.9%	1,500	0	0.0%
50810	Skills Improvements	4,027	6,122	4,800	5,130	106.9%	10,260	213.8%	4,800	0	0.0%
50910	Meetings and Travel	205		1,000	35	3.5%	70	7.0%	1,000	0	0.0%
5101004	Safety Physicals										
5102001	Safety Training	1,640	15,632	2,250	2,130	94.7%	4,260	189.3%	2,250	0	0.0%
5102002	Safety Shoes	1,378	1,507	1,320			0	0.0%	1,320	0	0.0%
5102003	Personal Safety Equipment	1,403	1,082	1,500	6,715	447.7%	13,431	895.4%	3,000	1,500	100.0%
5102005	Safety Equipment	4,077	3,285	1,540	4,762	309.2%	9,525	618.4%	1,875	335	21.7%
5102006	Safety Program Administration	0	0	0	0	0.0%	0	0.0%	10,000	10,000	
5111001	Postage										
5111002	Equipment Rental	69,903	79,598	66,000	26,944	40.8%	53,888	81.6%	66,000	0	0.0%
5111003	Office Supplies			258			0	0.0%	258	0	0.0%
5111004	Computer/Supplies	5,917	3,408	5,000		0.0%	0	0.0%	5,000	0	0.0%
5111005	General Supplies	84	337	1,030	461	44.7%	921	89.5%	1,030	0	0.0%
5111006	Bad Debt Expense										
5121002	Liability Insurance										
5121003	Property Insurance										
5121006	Claims										
5121007	Dishonesty Bond Insurance										
5132001	Telephone		11,273								
5132002	Electric	265,158	240,029	260,397	109,317	42.0%	218,633	84.0%	260,397	-0	0.0%
5132003	Natural Gas	1,468	1,428	1,893	281	14.8%	562	29.7%	1,893	-0	0.0%
5132004	Water	19,512	16,795	24,152	9,995	41.4%	19,990	82.8%	26,567	2,415	10.0%
5141002	Mailing Machine										
5141003	Copy Machine										
5142005	Pagers	837	552	549		0.0%	0	0.0%	0	-549	-100.0%
5142006	Alarm System	1,740	1,840	4,340	2,831	65.2%	5,662	130.5%	4,340	0	0.0%
5142007	Radio System	0	2,400	2,900		0.0%	0	0.0%	2,900	0	0.0%
5142008	Permits, Licenses and Fees	25,625	30,085	38,550	19,879	51.6%	39,759	103.1%	44,284	5,734	14.9%
5152001	Diesel	6,325	8,700	11,858	6,507	54.9%	13,015	109.8%	11,858	-0	0.0%
5152002	Gasoline	4,467	5,183	8,065	1,520	18.8%	3,040	37.7%	8,065	-0	0.0%
5152003	Lubricants	4,312	13	2,450		0.0%	0	0.0%	2,450	0	0.0%
5162001	Chemical-General	967	1,316	2,450	797	32.5%	1,594	65.1%	2,450	0	0.0%
5162002	Maintenance	95		2,250	0	0.0%	0	0.0%	2,250	0	0.0%

Sewer Authority Mid-Coastside

General Budget - Treatment

Acct #	Account Name	Actual '10-11	Actual '11-12	Budgeted Amount '12-13	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '13-14	Increase/ (decrease) from '12-13 Budget	Increase/ (decrease) %
5162003	General										
5162004	Chemicals-Hypoclorite-Plant	62,347	47,630	56,700	25,353	44.7%	50,707	89.4%	56,700	0	0.0%
5162005	Chemicals-Bisulfite	43,060	50,028	30,866	20,726	67.1%	41,452	134.3%	35,505	4,639	15.0%
5162006	Chemicals-NaOCL-Pump Station	30,466	30,255	38,270	15,623	40.8%	31,245	81.6%	38,270	0	0.0%
5162007	Chemicals-Polymer	24,223	28,632	21,704	17,627	81.2%	35,255	162.4%	29,500	7,796	35.9%
5162008	Chemicals-FeCl3	22,273	16,426	22,400	5,274	23.5%	10,548	47.1%	22,400	0	0.0%
5162010	Chemicals-NaOH-Plant										
5172001	Lab Chemicals	788	1,063	1,500	1,426	95.0%	2,851	190.1%	1,500	0	0.0%
5172002	Lab Maintenance Supplies	634	25	1,500		0.0%	0	0.0%	1,000	-500	-33.4%
5172003	Lab General	10,569	8,130	7,500	2,554	34.1%	5,109	68.1%	7,500	0	0.0%
5172004	Public Outreach Gen Supplies	11,943	868	4,200	901	21.4%	1,802	42.9%	4,200	0	0.0%
5181001	Office Equipment										
5182002	Vehicles	2,822	2,727	6,000	1,466	24.4%	2,932	48.9%	6,000	0	0.0%
5182003	Building and Grounds	7,964	13,706	10,000	5,587	55.9%	11,174	111.7%	10,000	0	0.0%
5182004	Pump Station	85,369	54,844	195,000	58,396	29.9%	116,791	59.9%	195,000	0	0.0%
5182005	Plant Equipment	180,555	133,159	298,000	162,626	54.6%	325,253	109.1%	298,000	0	0.0%
5182013	Facility Painting			20,000	1,000	5.0%	2,000	10.0%	20,000	0	0.0%
5182014	Instrumentation										
5184020	Leahate Delivery Expenses		6,180		1,340		2,680				
5184006	Sewer Line - HMB		1,600								
5184007	Sewer Line-GSD										
5184008	Sewer Line - MWSD		3,351								
5184009	Lift Station - HMB		61,373								
5184010	Lift Station - GSD		5,016								
5184011	Lift Station-MWSD		69,433								
5184012	SAM Collection Equipment										
52310	Service/Bank Charges										
52410	Interest Expense										
52510	Depreciation Expense										
5202001	Mechanical Tools	2,894	1,483	1,000	243	24.3%	486	48.6%	1,000	-0	0.0%
5202002	General Tools	1,542	444	1,000	134	13.4%	268	26.8%	1,000	0	0.0%
53210	Fines and Penalties								0	0	
<b>Total Expenses</b>		<b>1,677,744</b>	<b>1,827,163</b>	<b>2,011,964</b>	<b>831,336</b>	<b>41.3%</b>	<b>1,662,672</b>	<b>82.6%</b>	<b>2,017,314</b>	<b>5,350</b>	<b>0.3%</b>

**SEWER AUTHORITY MID-COASTSIDE  
PROPOSED FY2013-2014 BUDGET  
Class: TREATMENT**

**REVENUE**

		<b>Current Yr</b>
<b>4081001</b>	<b>Treatment Trucked Waste</b>	<b>\$12,000</b>

SAM has a program to accept trucked waste and excess irrigation water. This program generates revenue based on the volume of product discharged into the treatment plant. Decrease is due to less anticipated revenue related to excess irrigation water, and no leachate revenue.

<u>Item</u>	<u>kgal</u>	<u>\$/kgal</u>	<u>Revenue</u>
Excess Irrigation Water	5217	1.15	\$6,000
Trucked wastes	60	100	\$6,000

<b>TOTAL TREATMENT OTHER INCOME</b>	<b>\$ 12,000</b>
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**EXPENSES**

<b>5021001</b>	<b>Productive Payroll</b>	<b>\$315,634</b>
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This is salary for employees in this account class. This total reflects no COLA for the fiscal year because the memorandum of understanding (MOU) expired at the end of the 2010 calendar year. The total also includes one 5% step increase. The decrease in FY 2012-13 is due to new employees with lower salaries. This could change based on collective bargaining with Local 39.

<u>Item</u>	
Salary	\$314,973
COLA	\$0
Est. Step Incr/Certifications	\$661

**5021002 Overtime \$18,117**

This is for overtime pay to represented employees. SAM has an MOU with Stationary Engineers Local 39. That MOU specifies the conditions and amounts for overtime pay. For this account class, we projected the FY 2012-13 total based upon the actuals thru December 2012. Overtime is used for SAM pump and lift station callouts, emergency response to alarm conditions and storm related staffing. There is a reduction in FY 2013-14 due to a lower projection of actual expenses in FY 2012-13

**5021004 Benefits \$163,945**

This account is used for MOU-required benefits. SAM provides CalPERS retirement at 2%@55 for "classic" employees and 2%@62 for new hires, medical, dental, vision, and ADD/Life Insurance for these employees. CalPERS retirement cost increase of 1.02%, Medical insurance cost increase 3 yr avg. is estimated at 8.41%; Dental increase estimated at 6.19%; ADD Life Insurance increase is estimated at 6.19%; Vision insurance increase is projected to 3.71%.

Item	Cost
CalPERS retirement	\$57,028
Medical	\$79,347
Workers Comp/Medicare	\$19,379
Dental/ADD/Life	\$7,518
Vision	\$673

**5021006 Overtime Meals \$100**

This account is used for MOU-required overtime meals.

Item	No	Rate	Cost
Instances per year	5	\$20	\$100

**5021008 Retiree Benefits \$10,119**

This account is for CalPERS and GASB 45 mandatory contribution towards current and future retiree medical benefits. SAM provides the minimum required contribution for its two (2) Treatment retired employee at \$115 per month for the first six months of FY2013-14 and an estimated a cost increase of 5% for the remaining six months.

5031003

**Employee Physicals**

**\$2,250**

Costs associated with various medical examinations and required inoculations.

<b>Descrip</b>	<b>No</b>	<b>Rate</b>	<b>Cost</b>
Hep B Series (3)	6	\$255	\$1,530
Respirator	6	\$120	\$720

5052002

**Laundry Service**

**\$14,437**

These are costs associated with the laundering of MOU-required uniforms, safety mats, and shop rags.

<b>Item</b>	<b>Units/Year</b>	<b>Rate</b>	<b>Cost</b>
Uniform Service (per Ee)	52	\$278	\$14,437

5052003

**Outside Lab Analysis**

**\$45,627**

These are costs associated with NPDES permit required lab analysis. Increase of \$13,068 due to the addition of Pacific Eco Risk (\$9,650) that was left out and an increase in required ammonia analysis.

<b>Item</b>	<b>No</b>	<b>Rate</b>	<b>Cost</b>
San Mateo County Labs	10	\$275	\$2,750
SBSA	12	\$2,200	\$26,400
Alpha Labs, Annual	1	\$3,473	\$3,473
First Flush	1	\$2,000	\$2,000
Pacific EcoRisk	5	\$1,930	\$9,650
Alpha Labs, Quarterly	4	\$251	\$1,004
Oil Wear Analysis	1	\$350	\$350

5052004

**Inspections**

**\$65,015**

These are costs associated with required periodic inspections by third party experts of SAM facilities and equipment.

<b>Item</b>	<b>Cost</b>
Generators	\$22,915
Power Distribution	\$12,000
Boilers/Flare	\$8,000
Outfall	\$6,500
Pumps	\$5,000
Motor Control Centers	\$9,550
Cranes	\$525
Backflow Prevention	\$525

5052005

**Calibration**

**\$13,000**

These are costs associated with regular/quarterly third party flow meter calibrations. This years budgeted amount has increased \$7,000 due to adding the Half Moon Bay meter calibrations. They are more costly due to the nature of their installation which requires confined space entry procedures be followed.

<b>Item</b>	<b>No</b>	<b>Rate</b>	<b>Cost</b>
Plant Influent Meter	4	\$250	\$1,000
Mid-Plant Meter	4	\$250	\$1,000
No 3 Water Meter	4	\$250	\$1,000
Portola	4	\$250	\$1,000
Montara	4	\$250	\$1,000
Princeton	4	\$250	\$1,000
HMB Meters	2	\$3,500	\$7,000

5052009

**Solid Waste**

**\$175,510**

These are costs associated with disposal of Plant biosolids and solid waste. FY 2012-13 data contains a 6% increase in tipping fees.

<b>Item</b>	<b>No</b>	<b>Rate</b>	<b>Cost</b>
Biosolids	2011	\$82	\$164,138
Solid waste	12	\$948	\$11,372

**5052013 Maintenance Management \$ 500**

These are costs associated with Plant and Pump Station Maintenance Management Software. The monies pay for the annual support of the software and include technical support and all upgrades. These costs have been reduced by \$14,500 for this budget. The reduction is a result of choosing another method for maintenance management software tracking. We will utilize an inhouse software rather than a subscription based solution.

**50710 Printing and Publications \$1,500**

These are costs associated with printing the SAM Newsletter.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
Newsletter	2	\$750	\$1,500

**50810 Skills Improvements \$4,800**

These are costs associated with employee skill improvements for six employees.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
Various Courses	12	\$400	\$4,800

**50910 Meetings and Travel \$1,000**

These are costs associated with employee meeting, conference, seminar costs and associated travel costs.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
Various	2	\$500	\$1,000

**5102001 Safety Training \$2,250**

These are costs associated with mandated safety training.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
Cintas Safety Training	6	\$375	\$2,250

**5102002 Safety Shoes \$1,320**

These are costs associated with MOU-required safety shoe reimbursement. Current annual reimbursement is \$220/ employee.

Item	No	Rate	Cost
Safety shoes	6	\$220	\$1,320

**5102003 Personal Safety Equipment \$3,000**

These are costs associated with personal safety equipment such as gloves, raingear, boots, safety vests, goggles. Amount increased for more protective outerwear, to a more visible type for on-road work. SAM has an excellent safety record and these funds will help keep it that way.

Item	No	Rate	Cost
Personal Safety items	12	\$250	\$3,000

**5102005 Safety Equipment \$1,875**

These are costs associated with safety equipment other than personal equipment. These include SCBAs, Air Detectors, etc. This account has been increased due to service costs for the SCBA and associated equipment.

Item	No	Rate	Cost
SCBA Units	3	\$232	\$695
Equipment Repair & Maint	1	\$906	\$906
Foul Air Detectors	1	\$125	\$125
SCBA Tanks	3	\$50	\$150

**5102006 Safety Program Documentation \$10,000**

These monies are for safety program documentation review and updating to keep current with changing regulations. This work is highly specialized and requires professional assistance.



**5132003 Natural Gas \$1,893**

These costs are for PG&E gas service. SAM uses natural gas for heating, hot water, and as back up to digester gas for heating the digesters at the SAM plant.

Item	BTU	Rate	Cost
Natural Gas	1236.96	\$1.53	\$1,893

**5132004 Water \$26,567**

These are potable water service costs. Potable water is used at the SAM plant and pump stations for domestic purposes, pump seal water, odor control street wash down and fire protection. Included is an estimated 10% rate increase indicated by the larger of the two water districts we work with.

Item	No Units	Rate	Cost
Plant	984	10.98	\$10,802
Plant (Standby Fire Protection)	0		\$792
Portola	1890	\$7.41	\$14,012
Princeton	1.8	\$86.47	\$156
Montara	32	\$25.16	\$805

**5142005 Pagers \$0**

This cost has been reduced to zero as we no longer use pagers. We are leaving this account to be used for future technology costs.

Item	No	Rate	Cost
Pager Service	0	\$46	\$0

**5142006 Alarm Service \$4,340**

Fees for emergency alarm service.

Item	No	Rate	Cost
Fire Alarm Monitoring	4	\$335	\$1,340
Monthly Alarm Monitoring	12	\$250	\$3,000

**5142007 Radio System \$2,900**

These are costs associated with the use and maintenance of SAM's radio systems.

Item	No	Rate	Cost
Radio System Maintenance	1	\$2,400	\$2,400
Various repairs	1	\$500	\$500

**5142008 Permits, Licenses and Fees \$44,284**

These are costs associated with SAM's permits and licenses such as BAAQMD fees, NPDES fees, San Mateo County fees and other permits. Increase due to BACWA Annual Permit Renewal which was not included in last year's budget.

Item	Cost
Bay Area Air Quality Management District	\$16,000
CA State Water Resources Control Board	\$20,000
CA Department of Health Services	\$1,500
San Mateo County	\$600
Property Tax	\$50
BACWA Annual Permit Renewal	\$6,084
US Environmental Protection Agency	\$50

**5152001 Diesel \$11,858**

Diesel fuel costs. Diesel is used in emergency generators, pumps, and vehicles.

Item	Gallons	Rate	Cost
Diesel Fuel	2372	\$5.00	\$11,858

**5152002 Gasoline \$8,065**

Gasoline fuel costs for most of SAM's vehicles. Vehicles include one pickup for maintenance, two pickups for operations and one hybrid for administration.

Item	Gallons	Rate	Cost
Gasoline	1,612.90	\$ 5.00	\$8,065

**5152003 Lubricants \$2,450**

Cost of equipment lubricants including oils and greases for gear cases and bearings.

Item	Units	Rate	Cost
Oils (barrel)	2	\$725	\$1,450
Oils (bucket)	1	\$700	\$700
Greases	1	\$300	\$300

**5162001 Chemical-General \$2,450**

Costs for general chemicals other than those specified elsewhere. Included are potassium iodide, phenylarsine oxide, and buffer solutions for chlorine residual and other analyses.

**5162002 Maintenance \$2,250**

These are costs related to the equipment maintenance and enhancements. This includes small parts, cleaners, rags, etc.

**5162004 Chemicals- Hypochlorite-Plant \$56,700**

These are costs for the chemical used for plant effluent disinfection, sodium hypochlorite (industrial strength chlorine bleach).

Item	kgal/year	\$/kgal	Cost
NaOCl	70.00	\$810	\$56,700

**5162005 Chemicals-Bisulfite \$35,505**

These are costs for the chemical used for plant effluent dechlorination, sodium metabisulfite. These costs have increase primarily due to attached fees for fuel and delivery costs. There are no other vendors in this area offering this chemical.

Item	lb/year	\$/lb	Cost
NaHSO <sub>3</sub>	26,300.00	\$1.35	\$35,505



**5172003      Lab General      \$7,500**

These are SAM plant laboratory costs, other than chemicals and maintenance supplies. They include filter paper, test kits, containers, sampler repairs.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
Various	12	\$625	\$7,500

**5172004      Public Outreach Gen. Supplies      \$4,200**

These are costs associated with supplies used in support of SAM's public outreach efforts. These include give-aways such as highlighter pens with our logo and outreach message, "Fat Trapper" bags, door hangers, etc.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
Supplies	6	\$700	\$4,200

**5182002      Vehicles      \$6,000**

These are costs for accessories and repairs to vehicles.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
As needed	12	\$500	\$6,000

**5182003      Building and Grounds      \$10,000**

These are costs associated with the maintenance of SAM building and grounds based on past years' monthly expenditure trends and expectations for FY2013-14.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
Various	12	\$833	\$10,000

5182004

**Pump Station/Collection System**

**\$195,000**

These are costs associated with the major repair or minor replacement of SAM Pump Station equipment. Major repairs (planned / unplanned) include pump overhauls, generator repairs, electrical system repairs, structure and appurtenance repairs, all station equipment repairs. Also included is ongoing maintenance costs for all station equipment, tools and vendors used to perform the maintenance, changes to pumping systems including PLC programming, updates to make pumping process more reliable, etc.

<b>Item</b>	<b>No</b>	<b>Rate</b>	<b>Cost</b>
Various	12	\$10,000	\$120,000
IPS Repairs (as needed)	1	\$75,000	\$75,000

5182005

**Plant Equipment**

**\$298,000**

These are costs associated with the major repair or minor replacement of SAM Plant equipment. Major repairs (planned and/or unplanned) include pump overhauls, generator repairs, electrical system repairs, tank and appurtenance repairs, all plant equipment repairs. Also included is ongoing maintenance costs for all plant equipment, tools and vendors used to perform the maintenance, changes to treatment systems including PLC programming, updates to make treatment process easier and/or more cost effective to operate, etc. The Digester Cleaning has been included as the work budgeted in FY2012-13 may not be accomplished by the end of this fiscal year.

<b>Item</b>	<b>No</b>	<b>Rate</b>	<b>Cost</b>
Various repairs/improvements	12	\$14,000	\$168,000
Digester cleaning	1	\$130,000	\$130,000

5182013

**Facility Painting**

**\$20,000**

Costs for facility painting. This includes painting exposed metal surfaces on pumps and other equipment to prevent corrosion and extend the equipment life.

5202001

**Mechanical Tools**

**\$1,000**

Costs for mechanic's tool - both acquisition and replacements.

<b>Item</b>	<b>No</b>	<b>Rate</b>	<b>Cost</b>
Various	12	\$83	\$1,000

5202002

**General Tools**

**\$1,000**

Costs for tools other than mechanic's tools, such as tools used by operators, hand tool replacements, flashlights, cutting tools, greasing tools, and other small tools used in the day to day operation.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
Various	12	\$83	\$1,000

53210

**Fines and Penalties**

**\$0**

Contingency costs for possible fines and penalties. SAM's NPDES permit program has a mandatory minimum penalty of \$3,000 per incident. Based on our last 5 year history, we have set the dollar amount at \$0

**TOTAL TREATMENT EXPENDITURES:**

**\$ 2,017,314**

Sewer Authority Mid-Coastside

General Budget - NDWSCP

Acct #	Account Name	Actual '10-11	Actual '11-12	Budgeted Amount '12-13	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '13-14	Increase/ (decrease) from '12-13 Budget	Increase/ (decrease) %
<b>Income Accounts</b>											
4011001	Operating Fund Admin Operating HMB										
4011002	Operating Fund Admin Operating GSD										
4011003	Operating Fund Admin Operating MWSD										
Total	Assessments										
4043001	NDWSCP Revenue-Operating	21,036	23,920	36,693		0.0%	0	0.0%	47,249	10,556	28.8%
4043003	NDWSCP Revenue - Late Fee	511	933	250		0.0%	0	0.0%	250	0	0.0%
4081001	Treatment Trucked Waste										
40810	Misc. Revenue										
40850	Grant Revenue										
41110	Leachate Revenue										
40610	Insurance Dividend										
40910	Interest Revenue Operating										
Total	Other Income	21,547	24,853	36,943	0	0.0%	0	0.0%	47,499	10,556	28.6%
<b>Total Income</b>		<b>21,547</b>	<b>24,853</b>	<b>36,943</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0.0%</b>	<b>47,499</b>	<b>10,556</b>	<b>28.6%</b>
<b>Expense Accounts</b>											
50110	Directors Fees										
5021001	Productive Payroll	19,784	22,003	22,388	11,170	49.9%	22,340	99.8%	31,077	8,689	38.8%
5021002	Overtime										
5021003	Restricted Standby Pay										
5021004	Benefits	10,822	9,564	12,893	5,097	39.5%	10,195	79.1%	15,010	2,117	16.4%
5021006	Overtime Meals										
5021007	Temporary										
5021008	Retire Benefits	412	412	412	204	49.5%	408	99.0%	412	0	0.0%
5031002	Fingerprinting										
5031003	Employee Physicals										
5041001	Personnel Assistance										
5041002	Audit Fees										
5041003	Engineering Fees										
5041004	Legal Fees										
5041005	Payroll Costs										
5041006	Other Professional Services										
5051001	Janitorial										
5052002	Laundry Service										
5052003	Outside Lab Analysis										
5052004	Inspections										

Sewer Authority Mid-Coastside

General Budget - NDWSCP

Acct #	Account Name	Actual '10-11	Actual '11-12	Budgeted Amount '12-13	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '13-14	Increase/ (decrease) from '12-13 Budget	Increase/ (decrease) %
5052005	Calibration										
5054006	Outside Service- HMB										
5054007	Outside Service- GSD										
5052009	Solid Waste										
5052013	Maintenance Project Management										
5054004	Technical/Consulting Services										
5054005	Video Services										
50610	Memberships and Dues										
50710	Printing and Publications	0	0	100	0	0.0%	0	0.0%	100	0	0.0%
50810	Skills Improvements	0	0	300	0	0.0%	0	0.0%	300	0	0.0%
50910	Meetings and Travel	0	0	100	0	0.0%	0	0.0%	100	0	0.0%
5101004	Safety Physicals										
5102001	Safety Training										
5102002	Safety Shoes										
5102003	Personal Safety Equipment										
5102005	Safety Equipment										
5102006	Safety Program Administration										
5111001	Postage	0	0	250	0	0.0%	0	0.0%	250	0	0.0%
5111002	Equipment Rental										
5111003	Office Supplies										
5111004	Computer/Supplies										
5111005	General Supplies										
5111006	Bad Debt Expense				1,139		2,278				
5121002	Liability Insurance										
5121003	Property Insurance										
5121006	Claims										
5121007	Dishonesty Bond Insurance										
5132001	Telephone										
5132002	Electric										
5132003	Natural Gas										
5132004	Water										
5141002	Mailing Machine										
5141003	Copy Machine										
5142005	Pagers										
5142006	Alarm System										
5142007	Radio System										
5142008	Permits, Licenses and Fees										
5152001	Diesel										
5152002	Gasoline										
5152003	Lubricants										
5162001	Chemical-General										

Sewer Authority Mid-Coastside

General Budget - NDWSCP

Acct #	Account Name	Actual '10-11	Actual '11-12	Budgeted Amount '12-13	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '13-14	Increase/ (decrease) from '12-13 Budget	Increase/ (decrease) %
5162002	Maintenance										
5162003	General										
5162004	Chemicals-Hypoclorite-Plant										
5162005	Chemicals-Bisulfite										
5162006	Chemicals-NaOCL-Pump Station										
5162007	Chemicals-Polymer										
5162008	Chemicals-FeCl3										
5162010	Chemicals-NaOH-Plant										
5172001	Lab Chemicals										
5172002	Lab Maintenance Supplies										
5172003	Lab General	0	0	250	0	0.0%	0	0.0%	250	0	0.0%
5172004	Public Outreach Gen Supplies										
5181001	Office Equipment										
5182002	Vehicles										
5182003	Building and Grounds										
5182004	Pump Station										
5182005	Plant Equipment										
5182013	Facility Painting										
5182014	Instrumentaion										
5184020	Leahate Delivery Expenses										
5184006	Sewer Line - HMB										
5184007	Sewer Line-GSD										
5184008	Sewer Line - MWSD										
5184009	Lift Station - HMB										
5184010	Lift Station - GSD										
5184011	Lift Station-MWSD										
5184012	SAM Collection Equipment										
52310	Service/Bank Charges										
52410	Interest Expense										
52510	Depreciation Expense										
5202001	Mechanical Tools										
5202002	General Tools										
53210	Fines and Penalties										
<b>Total Expenses</b>		31,017	31,979	36,693	17,610	48.0%	35,220	96.0%	47,499	10,806	29.4%

SEWER AUTHORITY MID-COASTSIDE  
 PROPOSED FY2013-2014 BUDGET  
 Class: NDWSCP

REVENUE		Current Yr
4043001	<b>NDWSCP Operating Fee</b>	<b>\$ 47,249</b>
	This is revenue for the Non-Domestic Waste Source Control Program (NDWSCP). This is a self-funding program. The revenue is adjusted to offset the expenses. FY 2013-14 increase is due to increased NDWSCP expenses.	
4043003	<b>NDWSCP Late Fee</b>	<b>\$ 250</b>
	This is revenue from anticipated late-fees of the NDWSCP.	
<b>TOTAL NDWSCP OTHER INCOME</b>		<b>\$ 47,499</b>

EXPENSES										
5021001	<b>Productive Payroll</b>	<b>\$ 31,077</b>								
	This is salary for employees in this account class. This total reflects no continuation of a COLA for this fiscal year because the memorandum of understanding (MOU) expires at the end of the 2010 calendar year. The total includes no step increases. The increase is due to increase of employee allocation to NDWSCP.									
	<table border="0" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left; border-bottom: 1px solid black; padding: 5px;">Item</th> <th style="text-align: right; border-bottom: 1px solid black; padding: 5px;">Cost</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">Salary</td> <td style="text-align: right; padding: 5px;">\$31,077</td> </tr> <tr> <td style="padding: 5px;">COLA</td> <td style="text-align: right; padding: 5px;">\$0</td> </tr> <tr> <td style="padding: 5px;">Step increases</td> <td style="text-align: right; padding: 5px;">\$0</td> </tr> </tbody> </table>	Item	Cost	Salary	\$31,077	COLA	\$0	Step increases	\$0	
Item	Cost									
Salary	\$31,077									
COLA	\$0									
Step increases	\$0									



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<b>5111001</b>	<b>Postage</b>	<b>\$ 250</b>
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These are costs associated with postage for NDWSCP publications.

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<b>5172003</b>	<b>Lab General</b>	<b>\$ 250</b>
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These are SAM plant laboratory costs, associated with the NDWSCP,  
other than lab chemicals and maintenance supplies.

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<b>TOTAL NDWSCP EXPENDITURES:</b>		<b>\$ 47,499</b>
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**SEWER AUTHORITY MID-COASTSIDE**

**JPA/O&M Flow Calculation (using 1 year average)**

<b>Admin/Treatment</b>	<b><u>HMB</u></b>	<b><u>GSD</u></b>	<b><u>MWSD</u></b>	<b><u>Total</u></b>
FY 2013-14	50.0%	28.7%	21.3%	100.0%
FY 2012-13	46.6%	32.4%	21.0%	100.0%
Difference	7.4%	-11.6%	1.4%	

<b>Flow Distribution</b>								
	<b>Plant</b>	<b>HMB</b>	<b>GSD</b>	<b>MWSD</b>	<b>Other</b>	<b>% HMB</b>	<b>% GSD</b>	<b>% MWSD</b>
<b>Jan 2012</b>	1.510	0.619	0.502	0.336	0.053	42.5%	34.5%	23.1%
<b>Feb 2012</b>	1.568	0.767	0.467	0.334	0.000	48.9%	29.8%	21.3%
<b>March 12</b>	2.181	0.970	0.686	0.525	0.000	44.5%	31.5%	24.1%
<b>April 12</b>	2.061	0.914	0.658	0.489	0.000	44.3%	31.9%	23.7%
<b>May 12</b>	1.595	0.812	0.469	0.314	0.000	50.9%	29.4%	19.7%
<b>June 12</b>	1.546	0.802	0.450	0.294	0.000	51.9%	29.1%	19.0%
<b>July 12</b>	1.546	0.823	0.441	0.282	0.000	53.2%	28.5%	18.2%
<b>August 12</b>	1.519	0.824	0.403	0.292	0.000	54.2%	26.5%	19.2%
<b>September 12</b>	1.514	0.836	0.388	0.290	0.000	55.2%	25.6%	19.2%
<b>October 12</b>	1.518	0.835	0.363	0.320	0.000	55.0%	23.9%	21.1%
<b>November 12</b>	1.783	0.966	0.423	0.394	0.000	54.2%	23.7%	22.1%
<b>December 12</b>	2.709	1.340	0.767	0.602	0.000	49.5%	28.3%	22.2%
<b>Jan 2012 thru Dec 2012</b>	21.050	10.508	6.017	4.472	0.053	50.0%	28.7%	21.3%

## RESOLUTION NO. \_\_\_\_\_

### RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT APPROVING AND ADOPTING SEWER AUTHORITY MID-COASTSIDE BUDGET VERSION 3.0 FOR COLLECTION CONTRACT SERVICES FOR FISCAL YEAR 2013-2014

**WHEREAS**, pursuant to Section V of that certain Agreement for Maintenance and Operation Services between the Montara Sanitary District (subsequently renamed the Montara Water and Sanitary District) and Sewer Authority Mid-Coastside dated April 7, 1988, the Authority has submitted to the District a budget for collection system maintenance and operation services for Fiscal Year July 1, 2013– June 30, 2014; and

**WHEREAS**, this Board has reviewed the aforesaid budget and desires to signify its approval thereof;

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

1. The budget for collection system maintenance and operation services to be provided by Sewer Authority Mid-CoastSide to the Montara Water and Sanitary District for fiscal year July 1, 2013 – June 30, 2014, as set forth in that certain document entitled, "SAM Member Agency Manager's Collections Budget V3.0 – Fiscal Year 2013-14" , a copy of which document is on file in the District Administrative Offices, to which reference is hereby made for the particulars thereof, is hereby approved and a budget approved by the Authority substantially in conformance with the aforesaid Manager's Budget is likewise approved.

2. The District Secretary is hereby authorized and directed to transmit a certified copy of this resolution to Sewer Authority Mid-Coastside.

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President, Montara Water and Sanitary District

COUNTERSIGNED:

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT  
APPROVING AND ADOPTING SEWER AUTHORITY MID-COASTSIDE  
BUDGET VERSION 3.0 FOR COLLECTION CONTRACT SERVICES FOR  
FISCAL YEAR 2013-2014**

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

\* \* \* \*

I HEREBY CERTIFY that the foregoing Resolution No. \_\_\_\_\_  
was duly and regularly adopted and passed by the Board of the Montara Water  
and Sanitary District, San Mateo County, California, at a Regular Meeting thereof  
held on the 16<sup>th</sup> day of May 2013, by the following vote:

AYES, Directors:

NOES, Directors:

ABSENT, Directors:

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

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION OF THE MONTARA WATER AND SANITARY DISTRICT CONSENTING TO APPROVAL BY SEWER AUTHORITY MID-COASTSIDE OF ITS GENERAL BUDGET VERSION 3.0 FOR FISCAL YEAR 2013-2014**

**WHEREAS**, Sewer Authority Mid-Coastside has, pursuant to Article III, Section (F)(3) of the joint exercise of powers agreement dated February 3, 1976, as amended, establishing said Authority, submitted its General Budget for fiscal year July 1, 2013 – June 30, 2014 for the consent of this District; and

**WHEREAS**, this Board has reviewed the aforesaid budget and desires to signify its approval thereof;

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

1. Consent is hereby given to the approval by Sewer Authority Mid-Coastside of its General Budget for fiscal year 2012-2013 entitled, "SAM Member Agency Manager's General Operating Budget V 3.0 – Fiscal Year 2013-14."

2. The District Secretary is hereby authorized and directed to transmit a certified copy of this resolution to Sewer Authority Mid-Coastside, the Granada Sanitary District and the City of Half Moon Bay.

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

COUNTERSIGNED:

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

\* \* \* \*

RESOLUTION NO. \_\_\_\_\_

**RESOLUTION OF THE MONTARA WATER AND SANITARY  
DISTRICT CONSENTING TO APPROVAL BY SEWER  
AUTHORITY MID-COASTSIDE OF ITS GENERAL BUDGET  
VERSION 3.0 FOR FISCAL YEAR 2013-2014**

I HEREBY CERTIFY that the foregoing Resolution No. \_\_\_\_\_ was duly and regularly passed and adopted by the Board of the Montara Water and Sanitary District, County of San Mateo, California, at a Regular Meeting thereof held on the 16<sup>th</sup> day of May 2013, by the following vote:

AYES, Directors:

NOES, Directors:

ABSENT, Directors:

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



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 16, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

A blue ink handwritten signature, appearing to be 'C. Heldmaier', written in a cursive style.

**SUBJECT: Review and Possible Action Concerning  
Possible Leak Adjustment for 1175 Harte St.**

---

The District received a request to consider an adjustment to the water bill and sewer service charge for 1175 Harte St. The leak started October 2, 2012 and continued through February, 14, 2013. Staff initially had difficulties getting in contact with the home owner due to outdated contact information on file. The property was inaccessible because of home owner's dogs. Leak notices were provided for the months of November, December, & January. Once staff had access to property a partially open hose bib was found, turned off, and the leak stopped.

The December and February water bills will be used to assess the sewer service charge for said property. The water consumption measured for the billing periods was 106 HCF. Usage records show a five year established average of 19 units. The excessive usage is 87 HCF.

The attached calculation shows that the water customer is eligible to receive a refund of \$457.07 for the December and February water bills.

## RECOMMENDATION:

Authorize the General Manager to revise the December 2012 and February 2013 wet weather consumption data for 1175 Harte to 19 HCF. The suggested adjustment to the sewer service charge is estimated at  $\$37.07 \times 87 \text{ HCF} = \$3,225.09$ .

Attachments

Margaret Emrey  
 1175 Harte St.  
 10-2-12 to 2-1-13  
 Calculation for Water Bill

**Total Units Billed 106**

Tier 1 units 0 - 6	\$ 6.80	x	12	units	\$ 81.60
Tier 2 units 7 - 13	\$ 9.07	x	14	units	\$ 126.98
Tier 3 units 14 - 27	\$ 11.34	x	28	units	\$ 317.52
Tier 4 units 28 and over	\$ 15.87	x	52	units	\$ 825.24

**Totals for 106 units used** \$ 1,351.34

Customer average equals 19 units  
 Excess usage due to leak equals 87 units

**Calculations for Adjustment:**

Tier 1 units 0 - 6	\$ 6.80	x	12	units	\$ 81.60
Tier 2 units 7 - 13	\$ 9.07	x	14	units	\$ 126.98
Tier 3 units 14 - 27	\$ 11.34	x	0	units	\$ -
Tier 4 units 28 and over	\$ 15.87	x	0	units	\$ -
Excess usage at Tier 2 Rate	\$ 9.07	x	70	units	\$ 634.90

**Total Calculations for Adjustment** \$ 843.48

<b>Billed Units</b>		\$ 1,351.34
<b>Minus Total Calculations for Adjustment</b>	minus	\$ 843.48
		\$ 507.86
<b>Minus 10% processing fee</b>	minus	\$ 50.79
<b>Bill Adjustment Due</b>	<b>Total Adjustment</b>	\$ 457.07

Please note: Adjustments to be given once every 5 years only.

**Total Owed this Billing Period** (previous statement minus Adjustment) \$ 980.95

Total Includes regular service charge. (\$43.34 X 2)



# Meter Usage History

MONTARA SANITARY DISTRICT

Tuesday, May 07, 2013

**For Account:** 84-2780-0  
**Name:** Margaret Emrey  
**Service Address:** 1175 Harte St  
 Montara CA 94037 9403

**Total Due:** \$1,381.13  
**Current:** \$158.97  
**Past 1:** \$814.23  
**Past 2:** \$407.93  
**Past 3:** \$0.00

Read Date	Reading	Usage	Usage Billed	Meter	Est	Utility	Rate	Charge
4/1/2013	543	14	14	06311965	No	W	D1	\$115.63
2/1/2013	529	59	59	06311965	No	W	D1	\$770.89
12/4/2012	470	47	47	06311965	No	W	D1	\$580.45
10/1/2012	423	6	6	06311965	No	W	D1	\$40.80
8/1/2012	417	8	8	06311965	No	W	D1	\$58.94
6/1/2012	409	6	6	06311965	No	W	D1	\$39.24
4/2/2012	403	8	8	06311965	No	W	D1	\$56.68
2/1/2012	395	12	12	06311965	No	W	D1	\$91.56
12/1/2011	383	15	15	06311965	No	W	D1	\$122.08
10/3/2011	368	19	19	06311965	No	W	D1	\$165.68
8/2/2011	349	12	12	06311965	No	W	D1	\$91.56
6/2/2011	337	12	12	06311965	No	W	D1	\$91.56
4/1/2011	325	9	9	06311965	No	W	D1	\$65.40
2/1/2011	316	9	9	06311965	No	W	D1	\$65.40
12/1/2010	307	11	11	06311965	No	W	D1	\$82.84
10/1/2010	296	10	10	06311965	No	W	D1	\$52.40
8/2/2010	286	77	77	06311965	No	W	D1	\$528.35
6/2/2010	209	0	0	06311965	No	W	D1	\$0.00
4/2/2010	209	0	0	06311965	No	W	D1	\$0.00
2/1/2010	209	0	0	06311965	No	W	D1	\$0.00
12/1/2009	209	0	0	06311965	No	W	D1	\$0.00
10/1/2009	209	0	0	06311965	No	W	D1	\$0.00
8/3/2009	209	0	0	06311965	No	W	D1	\$0.00
6/1/2009	209	0	0	06311965	No	W	D1	\$0.00
4/2/2009	209	13	13	06311965	No	W	D1	\$64.83
2/3/2009	196	12	12	06311965	No	W	D1	\$59.84
12/1/2008	184	12	12	06311965	No	W	D1	\$59.84
10/1/2008	172	14	14	06311965	No	W	D1	\$69.82
8/1/2008	158	10	10	06311965	No	W	D1	\$49.87
6/2/2008	148	12	12	06311965	No	W	D1	\$56.80
4/1/2008	136	9	9	06311965	No	W	D1	\$42.60
2/4/2008	127	11	11	06311965	No	W	D1	\$52.06
11/30/2007	116	10	10	06311965	No	W	D1	\$47.33

**For Account:** 84-2780-0  
**Name:** Margaret Emrey  
**Service Address:** 1175 Harte St  
 Montara CA 94037 9403

**Total Due:** \$1,381.13  
**Current:** \$158.97  
**Past 1:** \$814.23  
**Past 2:** \$407.93  
**Past 3:** \$0.00

Read Date	Reading	Usage	Usage Billed	Meter	Est	Utility	Rate	Charge
10/2/2007	106	11	11	06311965	No	W	D1	\$52.06
8/1/2007	95	15	15	06311965	No	W	D1	\$71.00
6/1/2007	80	26	26	06311965	No	W	D1	\$133.92
4/2/2007	54	11	11	06311965	No	W	D1	\$52.06
1/31/2007	43	11	11	06311965	No	W	D1	\$49.27
12/5/2006	32	20	20	06311965	No	W	D1	\$90.83
10/3/2006	12	12	12	06311965	No	W	D1	\$96.56
8/17/2006	140	9	9	R37796641	No	W	D1	\$0.00
8/1/2006	131	12	12	R37796641	No	W	D1	\$53.75
6/1/2006	119	27	27	R37796641	No	W	D1	\$130.95
4/3/2006	92	12	12	R37796641	No	W	D1	\$53.75
2/1/2006	80	12	12	R37796641	No	W	D1	\$53.75
12/1/2005	68	17	17	R37796641	No	W	D1	\$76.14
10/3/2005	51	12	12	R37796641	No	W	D1	\$53.75
8/1/2005	39	7	7	R37796641	No	W	D1	\$31.35
6/1/2005	32	7	7	R37796641	No	W	D1	\$29.86
4/1/2005	25	7	7	R37796641	No	W	D1	\$29.86
2/1/2005	18	8	8	R37796641	No	W	D1	\$34.13
12/1/2004	10	9	9	R37796641	No	W	D1	\$38.39
10/1/2004	1	14	14	R37796641	No	W	D1	\$59.72
8/2/2004	987	7	7	R37796641	No	W	D1	\$29.86
6/1/2004	980	7	7	R37796641	No	W	D1	\$29.86
4/1/2004	973	7	7	R37796641	No	W	D1	\$29.86
2/2/2004	966	6	6	R37796641	No	W	D1	\$25.60
12/1/2003	960	8	8	R37796641	No	W	D1	\$34.13
10/1/2003	952	8	8	R37796641	No	W	D1	\$34.13
7/31/2003	944	8	8	R37796641	No	W	M1B2	
6/3/2003	936	9	9	R37796641	No	W	M1B2	
4/3/2003	927	10	10	R37796641	No	W	M1B2	
2/4/2003	917	9	9	R37796641	No	W	M1B2	
12/6/2002	908	10	10	R37796641	No	W	M1B2	
10/4/2002	898	10	10	R37796641	No	W	M1B2	
8/6/2002	888	11	11	R37796641	No	W	M1B2	
6/5/2002	877	9	9	R37796641	No	W	M1B2	
4/5/2002	868	12	12	R37796641	No	W	M1B2	
2/4/2002	856	9	9	R37796641	No	W	M1B2	
12/7/2001	847	10	10	R37796641	No	W	M1B2	

**For Account:** 84-2780-0  
**Name:** Margaret Emrey  
**Service Address:** 1175 Harte St  
Montara CA 94037 9403

**Total Due:** \$1,381.13  
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<b>Read Date</b>	<b>Reading</b>	<b>Usage</b>	<b>Usage Billed</b>	<b>Meter</b>	<b>Est</b>	<b>Utility</b>	<b>Rate</b>	<b>Charge</b>
10/2/2001	837	10	10	R37796641	No	W	M1B2	
8/7/2001	827	20	20	R37796641	No	W	M1B2	
6/6/2001	807	9	9	R37796641	No	W	M1B2	
4/6/2001	798	8	8	R37796641	No	W	M1B2	
2/5/2001	790	9	9	R37796641	No	W	M1B2	

## 1175 Harte Log

On 2/12 approx 14:30, I went to customers house to make contact re: high usage work order. Meter was buried and upon uncovering it was not spinning at that time. When I arrived I was unable to approach the house because of large aggressive dog. I left a door tag on outer fence requesting that customer please contact office. Phone contact was disconnected. **JM**

02/13/13- approx. 1500 hrs- as per work order, check meter for leak condition, if so, lock off meter and leave door tag. Leak condition affirmed and meter was locked off. Door tag informing customer to call our office was left on gate due to large unfriendly dog in the yard. **SC**

02/14/13- approx. 1100 hrs- as per Clemens, go to 1175 Harte and try any means to physically contact the customer and if successful, inform customer to call Clemens directly. I was unable to contact anyone. **SC**

02/14/13- approx. 1115 hrs- as per Clemens, go back to 1175 Harte as the customer will secure the unfriendly dog, unlock the meter and inspect grounds for possible water leaks. I was unable to comply at that time and informed Jeff of the situation by phone. **SC**

2-14-13: Met with Peggy (customer) at 11:30 am to assist her with locating the leak on her property; turned the water service back on checked the meter for movement and found it registering usage; checked all of the animal watering systems and visible appurtenances for leakage. Found a hose bibb on the west side of the house partially open and flowing into the yard; let the hose run for a few minutes at full flow to flush the water-line in case any back-siphonage had occurred when the water service was turned off. Re-checked the meter for movement and found none. Left customer's service on. **JP**

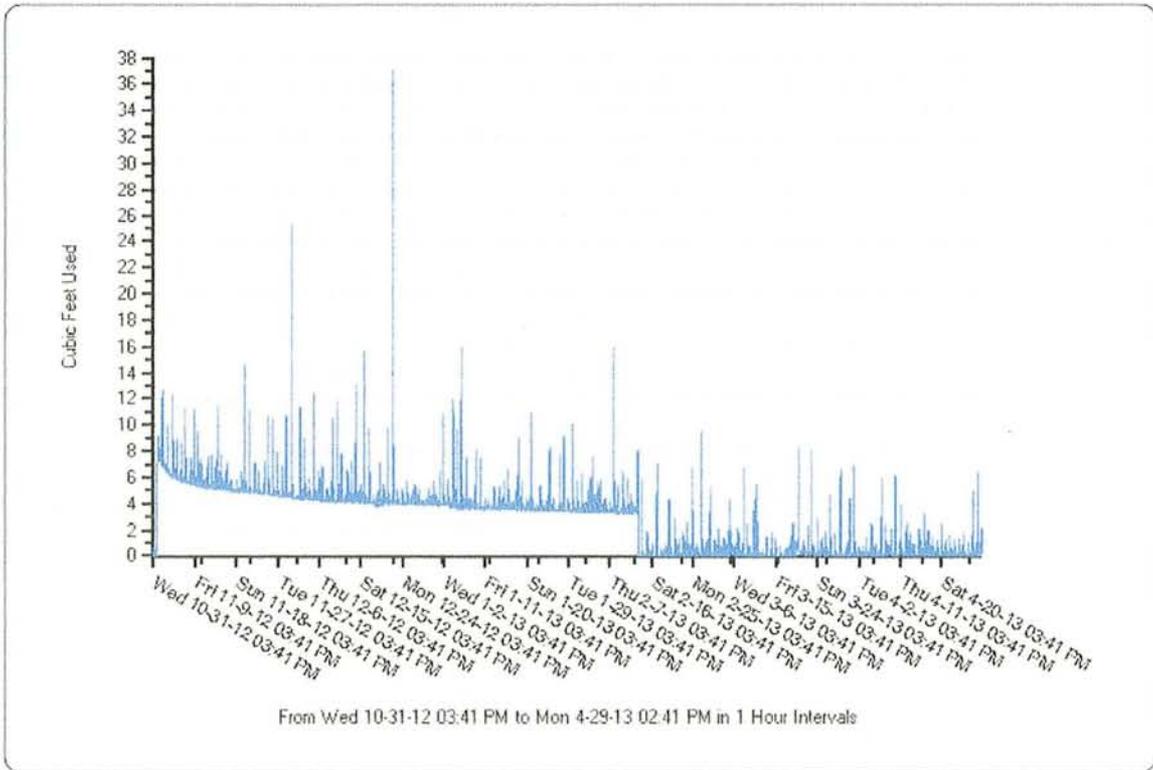
Joanne's comments from Utility Star

2/12/2013 4:09:06 PM JOANNE have been working with custome accepting partial payments, on a fixed income.

2/13/2013 11:11:47 AM JOANNE water turned off/locked at meter. On leak report 2 billing cycles with 47 units and 59 units, concerned large quantity of water loss and meter still spinning.

2/14/2013 11:50:51 AM JOANNE SC attempted to contact

**ORION Meter Reading Profile**  
**Serial # 71254079**



**Profile Name: 71254079 20130429 1441**



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 16, 2013**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

**SUBJECT: Review and Possible Action Concerning  
Possible Leak Adjustment for 555 Vermont St.**

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The District received a request to consider an adjustment to the water bill and sewer service charge for 555 Vermont Street due to a leak. The leak occurred under the customer's house in a copper pipe. The customer was alerted to the leak via the Districts Leak Notice Program. Notices were delivered for the months of February and March. A plumber was called out on February 7<sup>th</sup> and the pipe repaired. Usage records show a five year established average of 18 units for the March billing cycle.

The March water bill will be used to assess the sewer service charge for said property. The water consumption measured for the billing period was 87 HCF. The excessive water usage is 69 HCF.

The attached calculation shows that the customer is eligible to receive a refund to the March water bill of \$385.59

## RECOMMENDATION:

Authorize the General Manager to revise 555 Vermont March sewer service charge flow assessment to 18 HCF. The suggested adjustment to the sewer service charge is estimated at  $\$37.07 \times 69 \text{ HCF} = \$2,557.83$

## Attachments

Some attachments will be available at the meeting

**Lotus Law Home LLC**  
**555 Vermont**  
**Billing Period 1-2-13 to 3-1-13**  
**Calculation for Water Bill**

**Total Units Billed 87**

Tier 1 units 0 - 6	\$ 6.80	x	6	units	\$ 40.80
Tier 2 units 7 - 13	\$ 9.07	x	7	units	\$ 63.49
Tier 3 units 14 - 27	\$ 11.34	x	14	units	\$ 158.76
Tier 4 units 28 and over	\$ 15.87	x	60	units	\$ 952.20

**Totals for 87 units used** \$ 1,215.25

**Customer average equals 18 units**  
**Excess usage due to leak equals 69 units**

**Calculations for Adjustment:**

Tier 1 units 0 - 6	\$ 6.80	x	6	units	\$ 40.80
Tier 2 units 7 - 13	\$ 9.07	x	7	units	\$ 63.49
Tier 3 units 14 - 27	\$ 11.34	x	5	units	\$ 56.70
Tier 4 units 28 and over	\$ 15.87	x	0	units	\$ -
Excess usage at Tier 2 Rate	\$ 9.07	x	69	units	\$ 625.83

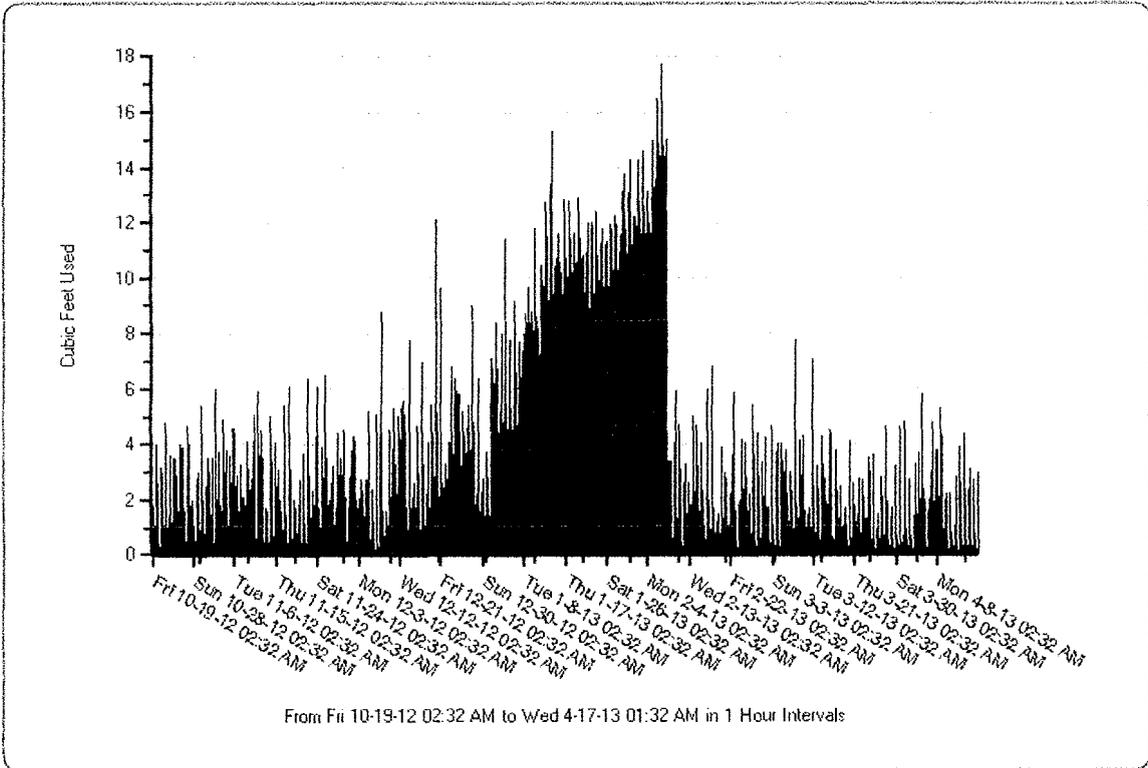
**Total Calculations for Adjustment** \$ 786.82

<b>Billed Units</b>		\$ 1,215.25
<b>Minus Total Calculations for Adjustment</b>	minus	\$ 786.82
		<u>\$ 428.43</u>
<b>Minus 10% processing fee</b>	minus	\$ 42.84
<b>Bill Adjustment Due</b>	<b>Total Adjustment</b>	<u>\$ 385.59</u>

Please note: Adjustments to be given once every 5 years only.

**Total Owed this Billing Period** (previous statement minus Adjustment) \$ 873.00  
 Total Includes regular service charge. (\$43.34)

**ORION Meter Reading Profile**  
**Serial # 71252584**



**Profile Name: 71252584 20130417 0133**



# Meter Usage History

MONTARA SANITARY DISTRICT

Tuesday, May 07, 2013

**For Account:** 83-2670-1  
**Name:** Lotus Law Home LLC  
**Service Address:** 555 Vermont Ave  
 Moss Beach CA 94038 94

**Total Due:** \$1,379.01  
**Current:** \$120.42  
**Past 1:** \$1,258.59  
**Past 2:** \$0.00  
**Past 3:** \$0.00

Read Date	Reading	Usage	Usage Billed	Meter	Est	Utility	Rate	Charge
5/1/2013	922	10	10	06311764	No	W	D1	\$77.08
3/1/2013	912	87	87	06311764	No	W	D1	\$1,215.25
1/2/2013	825	23	23	06311764	No	W	D1	\$217.69
11/1/2012	802	13	13	06311764	No	W	D1	\$104.29
9/4/2012	789	13	13	06311764	No	W	D1	\$104.29
7/5/2012	776	12	12	06311764	No	W	D1	\$95.22
5/1/2012	764	13	13	06311764	No	W	D1	\$100.28
3/1/2012	751	14	14	06311764	No	W	D1	\$111.18
1/3/2012	737	16	16	06311764	No	W	D1	\$132.98
11/1/2011	721	14	14	06311764	No	W	D1	\$111.18
9/1/2011	707	13	13	06311764	No	W	D1	\$100.28
7/1/2011	694	15	15	06311764	No	W	D1	\$122.08
5/2/2011	679	20	20	06311764	No	W	D1	\$176.58
3/1/2011	659	18	18	06311764	No	W	D1	\$154.78
1/3/2011	641	20	20	06311764	No	W	D1	\$176.58
11/1/2010	621	21	21	06311764	No	W	D1	\$114.35
9/1/2010	600	16	16	06311764	No	W	D1	\$83.84
7/1/2010	584	15	15	06311764	No	W	D1	\$78.60
5/3/2010	569	16	16	06311764	No	W	D1	\$83.84
3/2/2010	553	14	14	06311764	No	W	D1	\$73.36
1/4/2010	539	18	18	06311764	No	W	D1	\$94.32
11/2/2009	521	19	19	06311764	No	W	D1	\$99.56
9/1/2009	502	19	19	06311764	No	W	D1	\$99.56
7/1/2009	483	22	22	06311764	No	W	D1	\$121.74
5/1/2009	461	20	20	06311764	No	W	D1	\$101.59
3/2/2009	441	17	17	06311764	No	W	D1	\$84.78
1/5/2009	424	23	23	06311764	No	W	D1	\$122.11
11/3/2008	401	29	29	06311764	No	W	D1	\$163.14
9/2/2008	372	34	34	06311764	No	W	D1	\$197.34
7/1/2008	338	35	35	06311764	No	W	D1	\$204.18
5/1/2008	303	35	35	06311764	No	W	D1	\$190.49
3/3/2008	268	29	29	06311764	No	W	D1	\$152.78
1/2/2008	239	33	33	06311764	No	W	D1	\$177.92

**For Account:** 83-2670-1  
**Name:** Lotus Law Home LLC  
**Service Address:** 555 Vermont Ave  
 Moss Beach CA 94038 94

**Total Due:** \$1,379.01  
**Current:** \$120.42  
**Past 1:** \$1,258.59  
**Past 2:** \$0.00  
**Past 3:** \$0.00

Read Date	Reading	Usage	Usage Billed	Meter	Est	Utility	Rate	Charge
11/1/2007	206	28	28	06311764	No	W	D1	\$146.49
9/4/2007	178	29	29	06311764	No	W	D1	\$152.78
7/2/2007	149	42	42	06311764	No	W	D1	\$234.48
5/1/2007	107	30	30	06311764	No	W	D1	\$159.06
3/1/2007	77	28	28	06311764	No	W	D1	\$136.68
1/3/2007	49	19	19	06311764	No	W	D1	\$85.10
11/1/2006	30	22	22	06311764	No	W	D1	\$102.29
9/1/2006	8	8	8	06311764	No	W	D1	\$71.66
8/10/2006	863	8	8	R36784490	No	W	D1	\$0.00
7/3/2006	855	10	10	R36784490	No	W	D1	\$44.79
5/1/2006	845	11	11	R36784490	No	W	D1	\$49.27
3/1/2006	834	7	7	R36784490	No	W	D1	\$31.35
1/3/2006	827	10	10	R36784490	No	W	D1	\$44.79
11/1/2005	817	7	7	R36784490	No	W	D1	\$31.35
9/1/2005	810	22	22	R36784490	No	W	D1	\$102.29
7/1/2005	788	12	12	R36784490	No	W	D1	\$53.75
5/2/2005	776	17	17	R36784490	No	W	D1	\$72.52
3/1/2005	759	11	11	R36784490	No	W	D1	\$46.93
1/3/2005	748	26	26	R36784490	No	W	D1	\$110.92
11/1/2004	722	56	56	R36784490	No	W	D1	\$238.90
9/1/2004	666	112	112	R36784490	No	W	D1	\$477.79
7/1/2004	571	17	17	R36784490	No	W	D1	\$72.52



# MONTARA WATER AND SANITARY DISTRICT AGENDA

For Meeting Of: **May 16, 2012**

TO: BOARD OF DIRECTORS

FROM: Clemens H. Heldmaier, General Manager

A blue ink handwritten signature, appearing to be 'C. Heldmaier', written in a cursive style.

**SUBJECT: Review and Possible Action Concerning  
Garbage Service for 89 San Lucas Ave.**

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The District and Recology of the Coastside have received numerous requests in the past decade to stop garbage service for 89 San Lucas Ave. The owner states that she is not using the service but instead composts, recycles through other providers, burns paper and wood, and delivers remaining garbage to landfill.

As most solid waste disposal providers MWSD has mandatory garbage service for all residents. Management has responded accordingly to the inquiries in the past. Now the owner of the property has been invited to present the case to the Board.

RECOMMENDATION:

For Board discussion only

Attachment