

SEWER AUTHORITY MID-COASTSIDE
Staff Report

Subject / Title

Manager's Monthly Report

Staff Recommendation:

None, this is an informational item.

Fiscal Impact:

None.

Discussion/Report:

Attached please find the Manager's Monthly Report for December 2008, which includes the Monthly Flow Report, Financial Statement, Monthly NPDES Data, Collection System Data, Wet Weather Flow Management Program Opportunities and Recycled Water Program Grant Opportunities.

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Sewer Authority Mid-Coastside
MANAGER'S REPORT

A Monthly Report to the Board

DECEMBER 2008

Key Indicators of Performance

NPDES Permit Violations:	None
Accidents, Injuries, etc:	None
Reportable Spills Cat 1:	1
Reportable Spills Cat 2:	1
Total Expenses (% of budget)	37.13%

Flow Report (See Attachment A)

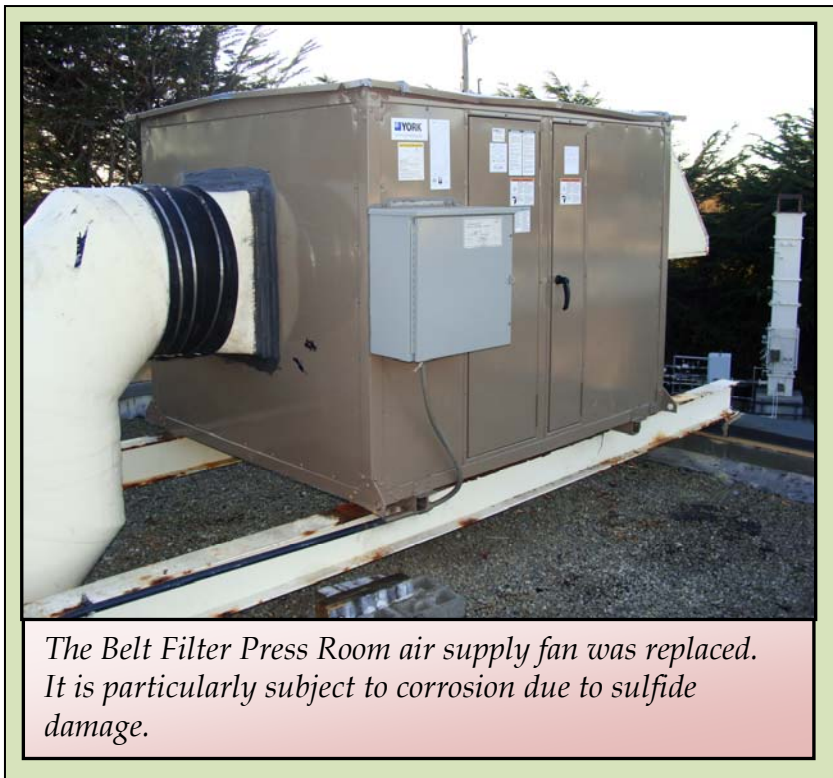
Half Moon Bay	0.684	44.75%
Granada SD	0.527	34.48%
Montara W&SD	0.318	<u>20.77%</u>
Other	<u>0.066</u>	
Total	1.596	100.00%

HIGHLIGHTS

In December 2008, staff had roof ventilators replaced. Environmental conditions on the Coastside take their toll on equipment in the form of corrosion. The new unit has coatings to help withstand the elements.

Administration

The December 2008 SAM Board meeting was cancelled. There was no Recycled Water Committee Meeting held in December 2008. There was one public record requests during the month of December 2008, from N. Dall for relay of information provided by NE on NE Agricultural Discharge.



The Belt Filter Press Room air supply fan was replaced. It is particularly subject to corrosion due to sulfide damage.

Media Coverage

During the month of December 2008, there were three (3) media articles published mentioning SAM, in the Half Moon Bay Review; on December 3, 2008 “ Water District Offers to Finance Recycling”, on December 12, 2008 “Sewer Authority Recycles Pipe Dream”, and on December 24, 2008 in “Talkabout” – “City Fails State Waste Standards”.

Personnel

There were no active grievances in December 2008. In December SAM and Local 39 had one meeting to discuss various items.

SAM has continued with retainment of a temporary assistant from Accountemps and Office Team for records retention, and assistance to the technical services supervisor for collections and operations statistical data entry. No permanent new hires occurred during the month of December 2008.

No SAM employees had an anniversary in December 2008.

Financial

The Financial Statement for December 30, 2008 reflects expenditures in the amount of \$310,705 (See Attachment B). The December 2008 Financial Statement shows that 37.13% of the budget has been expensed at 50% of the fiscal year. Expense percent ratio to budget can be attributed to seasonally-appropriate slow or no spending to date in the following accounts: restricted standby pay, OT meals, fingerprinting, employee physicals, calibration, technical/consulting services, claims, radio system, lubricants, chemicals-NaOH-plant, lab maintenance supplies, facility painting, instrumentation. Staff expects spending will catch up to budgeted amounts in various categories, in the upcoming months, as it does each year.

The December LAIF statement is attached to the December 31, 2008 Financial Statements. The beginning balance and ending balance for December 2008 was \$3,357,694.68. SAM staff continued with uncashed check notifications, stop payment orders.

Other

Manager met with SRT consultants several times during the month to discuss the recycled water and the wet weather flow management projects. Manager participated in the Pillar Point Harbor conference call meeting on December 11. Manager attended the Blue Circle / Pilarcitos Creek Restoration Workgroup meeting on December 16. Manager, Negotiator Rungis, and Technical Services Supervisor Pullin met with representatives of Local 39 on December 17. Manager and Technical Services Supervisor Pullin met with Member Agency Managers on December 17. Manager was on leave December 29 and 30. Annual Employee Holiday luncheon occurred on December 17.

In December, staff issued a NDWSCP Permit to the Olympian Oil Company through their representative, Nella Oil. The permit allows Olympian to discharge 18,000 gallons of treated water removed from their underground storage tanks. The discharge is expected to take place in January 2009.

OPERATIONS, COLLECTIONS, AND MAINTENANCE

Operation and Maintenance

All systems ran well during the month of December 2008. The NPDES Data for the month of December 2008 is included (Attachment C). There were no NPDES permit non-compliances during the

month of December.

Collections

In December 2008, the Collections Maintenance crew cleaned approximately 32,640 feet of sewer line. Additionally, Collections staff responded to 18 callouts. The latest collection system data report is attached (Attachment D). There was 1 Category 1 and 1 Category 2 SSO during the month of December.

Trucked Waste and Leachate

In December 15 deliveries (approximately 3,570 gallons) of trucked waste and 69 deliveries (approximately 416,057 gallons) of leachate were discharged at the SAM plant. This represents a total of over \$1,038 in gross revenue.

Safety

There were no work-related injuries in December 2008. There are no employees on SAM disability leave. There have been no work related accidents, injuries, or illnesses at SAM since April 16, 2007. Through December 31, 2008, the SAM Plant has worked 625 days without a lost time accident.

Attachments: A – Flow Report
B – Financial Statement
C – Monthly NPDES Data
D – Collection System Data
E – Wet Weather Flow Management Program Grant Opportunities
F – Recycled Water Program Grant Opportunities