

SEWER AUTHORITY MID-COASTSIDE  
Staff Report

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**Subject / Title**

Manager's Monthly Report

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**Staff Recommendation:**

None, this is an informational item.

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**Fiscal Impact:**

None.

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**Discussion/Report:**

Attached please find the Manager's Monthly Report for March 2009, 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

MARCH 2009

**Key Indicators of Performance**

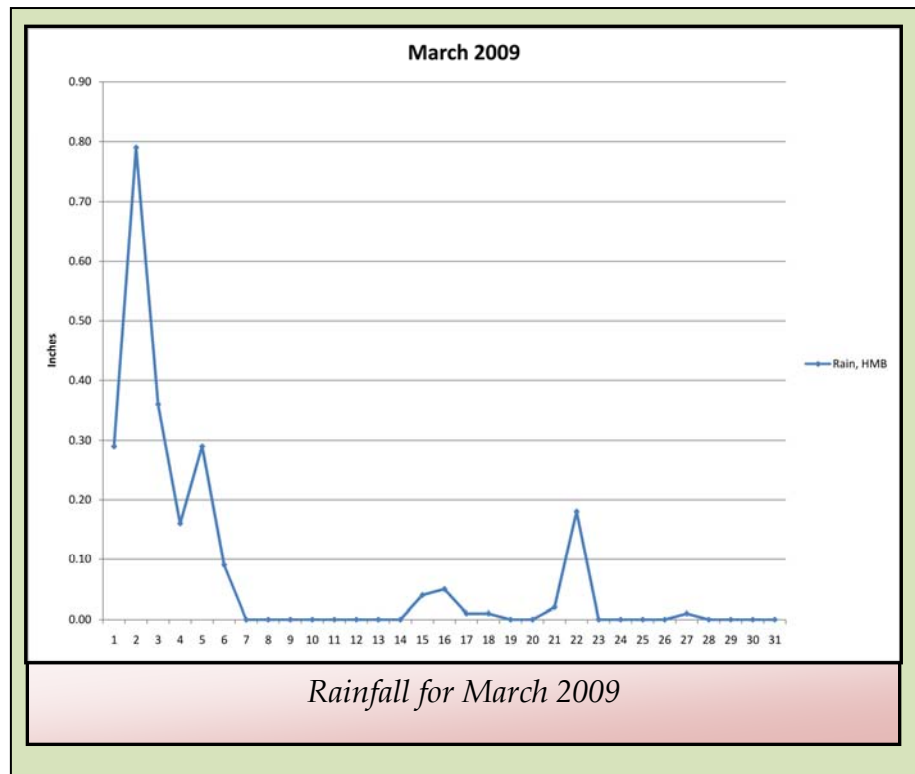
NPDES Permit Violations:	None
Accidents, Injuries, etc:	None
Reportable Spills Cat 1:	0
Reportable Spills Cat 2:	1
Total Expenses (% of budget)	59.98%

**Flow Report (See Attachment A)**

Half Moon Bay	1.111	49.3%
Granada SD	0.664	29.5%
Montara W&SD	0.478	<u>21.2%</u>
Other	<u>0.064</u>	
Total	2.316	100.0%

**HIGHLIGHTS**

March 2009 brought in the end of the rainy season. With a mild winter, there were no rain caused SSOs, nor were there any station failure caused SSOs. In all it was a fairly pleasant winter. Storm flows and power failures were handled without incident.



**Administration**

There were two SAM Board meetings held in March 2009, one on March 9, 2009 and one on March 23, 2009. Also, on March 23, 2009 one Recycled Water Committee Meeting was held. There were four (4) public records requests during the month of March 2009; 3/11 – East Palo Alto Sanitary District requested information on Cost of Living Adjustments to SAM employees, 3/12 – Charlie Hall, Former SAM Board Member, requested information on SAM’s Infiltration and Inflow; 3/26 –, Joanne Whelan of Coastside County Water District requested DVD copies of the March 23, 2009 SAM Board Meeting and Recycled Water Committee Meeting; 03/31 – Barry Hecht of Balance Hydrologic requested information on boring and trenching logs for SAM’s outfall pipe.

### ***Media Coverage***

During the month of March 2009, there was one (1) media article published mentioning SAM. On March 25, 2009, in the Half Moon Bay Review, "SAM Honored Again For Safety".

### ***Personnel***

There were no grievances filed in March 2009. In March SAM and Local 39 had no meeting.

SAM has continued with retainment of a temporary assistant from Accountemps 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 March 2009.

No SAM employees had an anniversary in March 2009.

### ***Financial***

The Financial Statement for March 2009 reflects expenditures in the amount of \$335,914.59 (See Attachment B). The March 2009 Financial Statement shows that 59.98% of the budget has been expensed at 75% 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, claims, lubricants, chemicals-NaOH-plant, lab maintenance supplies, facility painting, instrumentation, service/bank charges. Staff expects spending will catch up to budgeted amounts in various categories, in the upcoming months, as it does each year.

The March LAIF statement is attached to the March 31, 2009 Financial Statements. The beginning and ending balance for March 2009 was \$3,534,137.94. SAM staff continued with uncashed check notifications, and stop payment orders.

### ***Other***

Manager met with SRT consultants several times during the month to discuss the Economic Stimulus Package, the IPS evaluation, recycled water and the wet weather flow management projects. Manager conferred and met with Counsel Copeland several times during the month to discuss recycled water, video recording, Brown Act and other issues. Throughout the month, Manager conferred with staff and accountants on the SAM proposed budget. Manager also conferred with Bob Ptacek on the SAM proposed budget. Manager conferred with MCTV President Malach concerning agreement and concerning the quality of cablecasts. Manager met with John Mallard of CFT several times in March. Manager met with Charlie Hall on March 2 concerning the IS/MND. Manager met with Keith Mangold on March 4 concerning recycled water. Manager, Technical Services Supervisor Pullin, and Labor consultant Rungis met with Local 39 on a variety of topics on March 4. Staff held a Safety award luncheon on March 24. Manger met with MWSD Manager Heldmaier on March 31 concerning the SAM proposed budget.

**OPERATIONS, COLLECTIONS, AND MAINTENANCE**

***Operation and Maintenance***

All systems ran well during the month of March 2009. The NPDES Data for the month of March 2009 included (Attachment C). There were no NPDES permit non-compliances during the month of March. There have been no NPDES permit non-compliances at SAM since August 29, 2007. Through March 31, 2009, the SAM Plant has worked 580 days without NPDES permit non-compliance.

***Collections***

In March 2009, the Collections Maintenance crew cleaned approximately 39,680 feet of sewer line. Additionally, Collections staff responded to 8 callouts. The latest collection system data report is attached (Attachment D). There were no Category 1 and one Category 2 SSO during the month of March.

***Trucked Waste and Leachate***

In March 2009, 19 deliveries (approximately 4,380 gallons) of trucked waste and 87 deliveries (approximately 524,268 gallons) of leachate were discharged at the SAM plant. This represents a total of over \$1297.28 in gross revenue.

***Safety***

There were no work-related injuries in March 2009. 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 March 31, 2009, the SAM Plant has worked 715 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 Funding Opportunities  
F – Recycled Water Program Funding Opportunities