

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 May 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

MAY 2009

Key Indicators of Performance

NPDES Permit Violations:	2
Accidents, Injuries, etc:	None
Reportable Spills Cat 1:	0
Reportable Spills Cat 2:	1
Total Expenses (% of budget)	73.42%

Flow Report (See Attachment A)

Half Moon Bay	0.703	44.6%
Granada SD	0.546	34.6%
Montara W&SD	0.328	<u>20.8%</u>
Other	<u>0.000</u>	
Total	1.576	100.0%

HIGHLIGHTS

In May 2009, staff hired a contractor to remove and replace the media in the bio-filter which scrubs the exhaust from the Portola Pump Station wet well. The media consists of wood chips that are kept moist. Biological growth accumulates on the wood chips which utilize the odorous compounds in the exhaust as food, releasing odor free air.



Vendor sprays the wood chips into the scrubber area

Administration

There was one (1) SAM Board meeting held in May 2009, on May 25, 2009. Also, on May 25, 2009 one (1) Recycled Water Committee Meeting was held. There were two (2) public records request during the month of May 2009; on May 27, 2009 from CCWD President, Chris Mickelson who requested copies of all correspondence between SAM and any potential recycled water customers regarding SAM's ability or willingness to provide recycled water, including, but not limited to, terms and conditions for provision of recycled water. The second request was from a CCWD staff person, who requested a copy of a DVD of SAM's April 27th, 2009 RW and SAM Regular

Board Meetings. On May 14, Director Lohman and Clemens of MWSD requested a copy of the CCWD May 12th Board Meeting DVD.

Media Coverage

During the month of May 2009, there were two (2) media articles published mentioning SAM in the Half Moon Bay Review, one on May 27, 2009, "Coastside Beaches Don't Make The Grade", and on May 21, 2009, "Harbor District Moves To Sell Piece of Burnham Strip"

Personnel

There were no grievances filed in May 2009. In May, SAM and Local 39 had one meeting on May 26, 2009.

SAM has continued with retainment of a temporary assistant from Accountemps for records retention, and assistance to the technical services supervisor for various collections and operations statistical data entry. No permanent new hires occurred during the month of May 2009.

In May of 2009 two staff members reached a milestone anniversary date as a SAM employee. The following staff member is commended for their work, dedication and tenure at SAM.

- John F. Foley III - 6 years of service
- John Szabo - 6 years of service

Financial

The Financial Statement for May 2009 reflects expenditures in the amount of \$295,653.37 (See Attachment B). The May 2009 Financial Statement reflects 73.42% of the budget has been expensed at 91.7% 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 stand-by, overtime meals, fingerprinting, employee physicals, claims, chemicals-NaOH-plant, facility painting and service/bank charges.

The May 2009 LAIF online statement is attached to the May 31, 2008 Financial Statements. The May 2009 statement reflects a beginning & ending balance of \$3,550,311.05. In May 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, grant applications, the IPS evaluation, recycled water and the wet weather flow management program projects. Manger conferred with Clean Filtration Technology concerning recycled water pilot plant May 4. Manger and SRT Consultants Yurovsky met with CCWD General Manager Dickson on May 5 to discuss recycled water and possible delegation agreement. Manager provided Director Harvey with copy of Manager Agreement on May 5. Manager conferred and met with Counsel Copeland several times during the month to discuss recycled water, recycled water demand letter, video recording of SAM meetings, Brown Act and other issues. Manager participated in the Pilarcitos Creek Restoration Workgroup meeting of May 11. On May 13, Manager spoke with CCWD General Manager Dickson concerning CCWD Board meeting of May 12. Manager conferred with Vice Chair Fraser concerning

SAM May Board Meeting agenda on May 19. Manager and Technical Services Supervisor Pullin presented the draft SAM Budget at the Montara Water and Sanitary District Board meeting of May 21. Manager, Technical Services Supervisor Pullin and IEDA consultant Rungis conducted a grievance meeting with Local 39 on May 26. Manager and SRT Consultants Yurovsky conferred with Granada Sanitary District Manager Duffy and Counsel Wittwer on May 28 concerning the Wet Weather Flow Management Program project. Manager presented the draft SAM Budget at the Granada Sanitary District Board meeting of May 28. During the month, Manager conferred with SAM staff and Macias, Gini and O'Connell Auditors on the upcoming SAM FY08-09 Audit. Throughout the month, Manager conferred with SAM staff, Member Agency staff, and accountants on the SAM proposed budget.

OPERATIONS, COLLECTIONS, AND MAINTENANCE

Operation and Maintenance

All systems ran well during the month of May 2009. The NPDES Data for the month of May 2009 included (Attachment C). There were 2 NPDES permit non-compliances during the month of May. The non-compliances were BOD on May 27, 2009 and monthly average BOD for May 2009.

In May 2009, the blue tanks used to enhance SAM's Wet Weather Flow Retention System were removed for the season. Also in May 2009, Nurseryman's Exchange agricultural discharge permit was renewed. The permit has a three year duration.

Collections

In May 2009, the Collections Maintenance crew cleaned approximately 55,315 feet of sewer line. Additionally, Collections staff responded to 10 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 May.

Trucked Waste and Leachate

In May 2009, 28 deliveries (approximately 7,250 gallons) of trucked waste and 86 deliveries (approximately 518,410 gallons) of leachate were discharged at the SAM plant. This represents a total of over \$1,574 in gross revenue.

Safety

There were no work-related injuries in May 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 May 31, 2009, the SAM Plant has worked 776 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