

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 July 2009, which includes the Monthly Flow Report, Financial Statement, Monthly NPDES Data, Collection System Data, Wet Weather Flow Management Program Project Funding Opportunities and Recycled Water Program Funding Opportunities.

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Sewer Authority Mid-Coastside
MANAGER'S REPORT

A Monthly Report to the Board

JULY 2009

Key Indicators of Performance

NPDES Permit Violations:	0
Accidents, Injuries, etc:	None
Reportable Spills Cat 1:	1
Reportable Spills Cat 2:	1
Total Expenses (% of budget)	4.2%

Flow Report (See Attachment A)

Half Moon Bay	0.722	49.5%
Granada SD	0.441	30.3%
Montara W&SD	0.295	<u>20.2%</u>
Other	<u>0.000</u>	
Total	1.457	100.0%

HIGHLIGHTS

In July 2009, staff had the vinyl floors replaced in the SAM Administration building. The original flooring was in very poor shape, having lost adhesions to the subfloor causing bubbling and trip hazards. The new floor is tile and the subfloor has been treated to withstand the moisture that damaged the previous floor.



Beautiful new flooring in the SAM Lunch Room

Administration

There was one (1) SAM Board meeting held in July 2009, on July 27, 2009. Also, on July 27, 2009 one (1) Recycled Water Committee Meeting was held. There were six (6) public records request during the month of July 2009; on July 10, from Nicholas Panofsky, for a copy of the update to SAM's equity asset database list, on July 13, Charlie Hall requested a copy of the SAM budget and section 8 of the SSMP, on July 14 Jim Benjamin requested a copy of the property survey map, on July 17, the MWSD clerk requested a copy of SAM's contract with ICOMMM, on July 21, CCWD General Manager David Dickson requested a copy of SAM's April 2009 BACEI application and SAM's July 20 2009 news release, on July 28, Brian Ginna requested information regarding Recycled

Water Project CEQA exemption and also for copies of any and all correspondence with the City of HMB or the County of SM regarding CEQA exemption.

Media Coverage

During the month of July 2009, there were (2) media articles published mentioning SAM in the Half Moon Bay Review, on July 1, 2009, "Hidden Agendas Sully Coastside", and on July 20, 2009, "Group Recommends Wastewater Recycling for Stimulus Funding".

Personnel

There were no grievances filed in July 2009, and no SAM meetings with Local 39 representatives.

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 July 2009.

In July of 2009 no staff members reached a milestone anniversary date as a SAM employee.

Financial

The Financial Statement for July 2009 reflects expenditures in the amount of \$197,538.72 (See Attachment B). The July 2009 Financial Statement reflects 4.2% of the budget has been expensed at 8.33% of the fiscal year. Spending trends in the early part of the fiscal year do not allow for accurate projection of budget amounts being expensed to the end of FY 2009-10. Staff expects spending could catch up to some budget amounts in the final June 30, 2010 financial statement.

The July 2009 LAIF online statement is attached to the July 30, 2009 Financial Statements. The July 2008 LAIF statement reflects quarterly interest earnings of \$13,509.37. The beginning LAIF balance for July 2009 was \$3,750,311.04 and the ending balance for July 2009 is \$3,763,820.42. SAM staff continued with uncashed check notifications, stop payment orders.

Other

Manager met or conferred with SRT Consultants several times during the month to discuss the economic stimulus funds, grant applications, the IPS evaluation, recycled water and the wet weather flow management program projects. Manager conferred with General Counsel Copeland several times during the month to discuss recycled water program, wet weather flow management program project, public records requests. Manager attended the San Mateo County Board of Supervisors hearing on the LCP update on July 7. Manager and SRT Consultants representative Yurovsky conferred with CCWD General Manager Dickson on July 21 to discuss recycled water and other matters. Manager met with SAM Director Boyd on July 27. On July 27, Manager signed the grant agreement for the Recycled Water Planning grant. Throughout the month, Manager conferred with SAM staff, Member Agency staff, and accountants on the SAM proposed financial consultant request for proposals. Throughout the month, Manager conferred with Project Blueprint representative Danielson on the SAM newsletter. At various times during the month, Manager conferred with CFT representative Mallard concerning the recycled water pilot plant installation and test plan.

OPERATIONS, COLLECTIONS, AND MAINTENANCE

Operation and Maintenance

All systems ran well during the month of July 2009. The NPDES Data for the month of July 2009 included (Attachment C). There were no NPDES permit non-compliances during the month of July.

Collections

In July 2009, the Collections Maintenance crew cleaned approximately 37,120 feet of sewer line. Additionally, Collections staff responded to 9 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 July.

Trucked Waste and Leachate

In July 2009, 39 deliveries (approximately 10,900 gallons) of trucked waste and 90 deliveries (approximately 494,480 gallons) of leachate were discharged at the SAM plant. This represents a total of over \$1,900.45 in gross revenue.

Safety

There were no work-related injuries in July 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 July 31, 2009, the SAM Plant has worked 836 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 Project Funding Opportunities
F – Recycled Water Project Funding Opportunities