

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

SEPTEMBER 2009

Key Indicators of Performance

NPDES Permit Violations:	0
Accidents, Injuries, etc:	None
Reportable Spills Cat 1:	0
Reportable Spills Cat 2:	1
Total Expenses (% of budget)	18.02%

Flow Report (See Attachment A)

Half Moon Bay	0.796	53.3%
Granada SD	0.406	27.2%
Montara W&SD	0.292	<u>19.6%</u>
Other	<u>0.130</u>	
Total	1.625	100.0%

HIGHLIGHTS

In September 2009, CFT began training staff to operate their package membrane filter plant. Training was concise and staff learned quickly. The recycled water plant has run well and required minimal staff time.

Administration

There was one (1) SAM Board meeting and one (1) Recycled Water Committee Meeting held in September 2009, on September 28 2009. There was one (1) public records request during the month of September, from Norbet Dall, for a copy of the Nurserymen's Exchange NDWSCP permit.

Media Coverage

During the month of September 2009, there were two (2) media articles published mentioning SAM. One in the Half Moon Bay Review, on September 9, entitled "SAM Dips Toes in Recycled Water", and one in the Daily Journal on September 17, 2009, entitled, "Half Moon Bay Ready to Recycle Water".



CFT's John Mallard provides training to SAM Plant Operators John Wade and George Long

Personnel

There were no grievances filed in September 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 September 2009.

In September of 2009 one (1) staff member reached a two year anniversary date as a SAM employee – Susan Turbay, Receptionist.

Financial

The Financial Statement for September 2009 reflects expenditures in the amount of \$318,884.32 (See Attachment B). The September 2009 Financial Statement reflects 18.02% of the budget expensed at 25% 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 September 2009 LAIF online statement is attached to the September 30, 2009 Financial Statements. The September 2008 LAIF statement reflects a beginning and ending balance of \$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 and financial matters. Manager and Supervisor of Administrative Services Tracy conferred with FNB Bank concerning safety and security of SAM deposits. Manager attended Pilarcitos Creek Restoration Workgroup meeting on September 8 Manager and Technical Services Supervisor Pullin attended Recycle Water meeting with SAM consultant Yurovsky, CCWD Manager Dickson and OCP representatives Russell and Williams on September 8 and 23. Manager and Technical Services Supervisor Pullin met with Luz Falcón-Martínez, PG Environmental, LLC, representative of the Regional Water Quality Control Board as part of SAM's annual National Pollutant Discharge Elimination System permit compliance inspection. Manager and Supervisor of Administrative Services Tracy conferred with General Counsel Copeland concerning sewer claims. Throughout the month, Manager conferred with SAM staff, auditors, and accountants on the SAM audit. 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 September 2009. The NPDES Data for the month of September 2009 included (Attachment C). There were no NPDES permit non-compliances during the

month of September.

Collections

In September 2009, the Collections Maintenance crew cleaned approximately 41,803 feet of sewer line. Additionally, Collections staff responded to 9 callouts. The latest collection system data report is attached (Attachment D). There were no Category 1 and one Category 2 SSOs during the month of September.

Trucked Waste and Leachate

In September 2009, 31 deliveries (approximately 7600 gallons) of trucked waste and 32 deliveries (approximately 192,801 gallons) of leachate were discharged at the SAM plant. This represents a total of over \$1076 in gross revenue. The acceptance of leachate was discontinued on September 12, 2009 in support of the recycled water pilot test.

Safety

There were no work-related injuries in September 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 September 30, 2009, the SAM Plant has worked 898 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