

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 October 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.

BLANK

Sewer Authority Mid-Coastside
MANAGER'S REPORT

A Monthly Report to the Board

OCTOBER 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)	26.42%

Flow Report (See Attachment A)

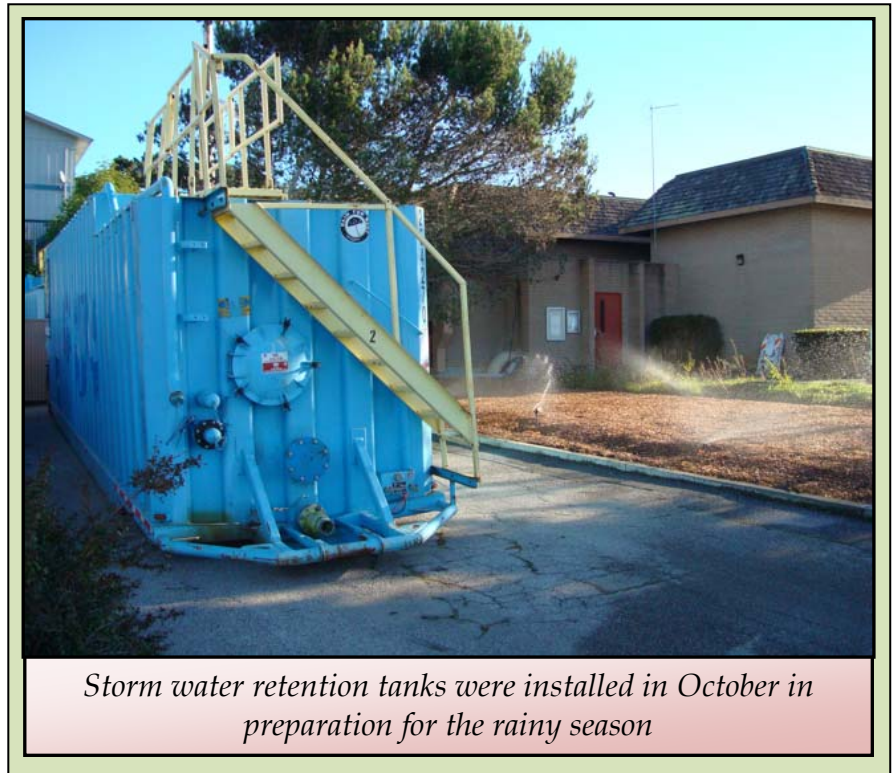
Half Moon Bay	0.836	51.7%
Granada SD	0.461	28.6%
Montara W&SD	0.319	<u>19.7%</u>
Other	<u>0.091</u>	
Total	1.707	100.0%

HIGHLIGHTS

In October 2009, staff had the storm water retention system enhancements installed. These temporary tanks assist staff in capturing water that would otherwise be lost into the environment.

Administration

There was one (1) SAM Board meeting and one (1) Recycled Water Committee Meeting held in October 2009, on October 26 2009. There were four (4) public records request during the month of October, one from Brian Ginna for records to and from San Mateo County re WWFP, permit application, comments, site plans, and records for correspondence to or from CCC and purchase agreement records.



Storm water retention tanks were installed in October in preparation for the rainy season

Another request from Kathryn Slater-Carter for EIR and plant expansion permits and related documents. An additional request from Paul Perkovic for records pertaining to identifying areas within SAM service area that experienced a pollution event during the week of Oct. 18. A request also from Paul Perkovic for IPS improvement plans and overflows records

Media Coverage

During the month of October 2009, there was one (1) media articles published mentioning SAM. One in the Half Moon Bay Review, on October 7, entitled "Way off the Scale".

Personnel

There were no grievances filed in October 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 October 2009.

In October of 2009 there were no staff anniversary dates.

Financial

The Financial Statement for October 2009 reflects expenditures in the amount of \$343,100.82 (See Attachment B). The October 2009 Financial Statement reflects 26.42% of the budget expensed at 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 October LAIF statement is attached to the Financial Statements, and reflects a third quarter 2009 interest return in the amount of \$8511.83. The beginning balance for the month of October 2009 was \$3,763,820.42 and the ending balance for October 2009, including the interest earned was in the amount of \$3,772,332.25. 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, sewer claims, and financial matters. Several times during the month, Manager and Supervisor of Administrative Services Tracy conferred with Labor Attorney Price concerning employee matters. Manager attended the Annual Regional Monitoring Program meeting in Oakland on October 6. Manager and Technical Services Supervisor Pullin and SRT Consultants Yurovsky met with State Water Resources Control Board representative Balgoblin concerning the Facilities Planning Study grant. Manager and Technical Services Supervisor Pullin and SRT Consultants Yurovsky met with CCWD Manager Dickson and OCP representatives Miller, Peterson, Russell, and Williams on October 16. Manager, Parsons Accounting representatives Parsons and Andersen, and City of Half Moon Bay representatives Dolder and Lwin met on October 19 to discuss City focused audit of SAM accounting procedures. Manager and Technical Services Supervisor Pullin and SRT Consultants Yurovsky met with Bartle Wells and Associate representative Schmidt on October 20. Throughout the month, Manager spent a vast amount of time with SAM staff, auditors, and accountants on the SAM audit and Comprehensive Annual Financial Report. 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 October 2009. The NPDES Data for the month of October 2009 included (Attachment C). There were no NPDES permit non-compliances during the month of October.

Collections

In October 2009, the Collections Maintenance crew cleaned approximately 33,319 feet of sewer line. Additionally, Collections staff responded to 14 callouts. The latest collection system data report is attached (Attachment D). There was one Category 1 and one Category 2 SSO during the month of October.

Trucked Waste and Leachate

In October 2009, 16 deliveries (approximately 3850 gallons) of trucked waste and 0 deliveries (approximately 0 gallons) of leachate were discharged at the SAM plant. This represents a total of over \$385 in gross revenue. The acceptance of leachate was discontinued on October 12, 2009 in support of the recycled water pilot test.

Recycled Water Pilot Plant

In October 2009, SAM staff operated the pilot plant 13 days. SAM received the permit to distribute recycled water on October 8, 2009. A total of 5 deliveries (approximately 5,600 gallons) of recycled water were delivered to the Golf Links and 1 delivery of 150 gallons was delivered to Nurserymen's Exchange. The acceptance of leachate was discontinued in September 2009 in support of the recycled water pilot test.

Safety

There were no work-related injuries in October 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 October 31, 2009, the SAM Plant has worked 929 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