

SEWER AUTHORITY MID-COASTSIDE
Staff Report

Subject / Title

Manager's Monthly Report – November 2009

Staff Recommendation:

None, this is an informational item.

Fiscal Impact:

None.

Discussion/Report:

Attached please find the Manager's Monthly Report for November 2009, which includes the Monthly Flow Report, Financial Statement, Monthly NPDES Data, and Collection System Data.

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Sewer Authority Mid-Coastside
MANAGER'S REPORT

A Monthly Report to the Board

NOVEMBER 2009

Key Indicators of Performance

NPDES Permit Violations:	0
Accidents, Injuries, etc:	None
Reportable Spills Cat 1:	1
Reportable Spills Cat 2:	4
Total Expenses (% of budget)	34.4%

Flow Report (See Attachment A)

Half Moon Bay	0.811	52.1%
Granada SD	0.446	28.7%
Montara W&SD	0.300	<u>19.3%</u>
Other	<u>0.096</u>	
Total	1.653	100.0%

HIGHLIGHTS

In November 2009, staff replaced the treatment plants main breaker. This breaker handles all of the incoming electricity that powers the treatment plant. With this unit, all power distribution breakers have a swing unit in the event of an issue rendering a breaker unusable.

Administration

In November 2009, there was one (1) SAM Board meeting on November 23, and one (1) Recycled Water Committee Meeting held on November 18, 2009. There was one (1) public record request during the month of November, from Judy Taylor, of Alain Pinel Realtors requesting information on SSO reports.

Media Coverage

During the month of November 2009, there were three (3) media articles published mentioning SAM. In the Half Moon Bay Review, Talkabout, on November 10, entitled "CCWD Continues to Move Recycled Water Projects and Funding Along", on November 4, in the Half Moon Bay Review, entitled, "Incumbents rule Sanitary District Race", and on November 25, in the Half Moon Bay Review, entitled, "SAM Turns Up Flow on Recycled Water Golf Courses Commit to Reclamation Project".



The new Main Breaker, installed and working well

Personnel

There were no grievances filed in November 2009, and one SAM meeting with Local 39 representatives on November 4, 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 November 2009.

In November 2009, there was one anniversary date – Kevin Antonelli - Mechanic III, reached his 20 year milestone. A plaque will be presented to Kevin at the SAM Holiday luncheon.

Financial

The Financial Statement for November 2009 reflects expenditures in the amount of \$298,487.88 (See Attachment B). The November 2009 Financial Statement reflects 34.4% of the budget expensed at 41.7% of the fiscal year. Expense percent ratio to budget can be attributed to seasonally-appropriate slow or non-spending to date in the following accounts: employee physicals, maintenance project management, equipment rental, radio system, lubricants, maintenance, facility painting, service/bank charges, fines and penalties. Staff expects spending could catch up to budget amounts in the final June 30, 2010 financial statement.

The November LAIF statement is attached to the Financial Statements, and reflects a beginning and ending balance for the month of November 2009 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. Several times during the month, Manager and Supervisor of Administrative Services Tracy conferred with Parsons Accounting concerning financial matters. Manager met with resident Judy Taylor concerning recent blog on HMBreview.com on November 2. Manager and Technical Services Supervisor Pullin, along with SRT Consultants Yurovsky met with Coastside County Water District Manager Dickson on November 3 and 23. Manager, Technical Services Supervisor Pullin, and Wiley Price Radulovich Attorney Price met with Local 39 on November 4. Manager met with City of Half Moon Bay special auditors on November 20 and 23. At various times during the month, Manager conferred with Clean Filtration Technologies 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 November 2009. The NPDES Data for the month of November 2009 is included (Attachment C). There were no NPDES permit non-compliances during the month of November.

Collections

In November 2009, the Collections Maintenance crew cleaned approximately 25,257 feet of sewer line. Additionally, Collections staff responded to 25 callouts. The latest collection system data report is attached (Attachment D). There was one Category 1 and one Category 4 SSO during the month of November..

Trucked Waste and Leachate

In November 2009, 15 deliveries (approximately 3000 gallons) of trucked were discharged at the SAM plant. This represents a total of \$300 in gross revenue.

Recycled Water Pilot Plant

In November 2009, SAM staff operated the pilot plant 10 days. No deliveries of recycled water were made in November 2009.

Safety

There were no work-related injuries in November 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 November 30, 2009, the SAM Plant has worked 959 days without a lost time accident.

Attachments: A – Flow Report
B – Financial Statement
C – Monthly NPDES Data
D – Collection System Data