



## **MONTARA WATER & SANITARY DISTRICT**

### **REGULAR BOARD OF DIRECTORS MEETINGS June 4, 2026**

#### **MINUTES**

**This meeting took place at the district office located at the above address. Simultaneous public access and participation was also available remotely, via telephone or the ZOOM application.**

**REGULAR SESSION began at 7:30 p.m.**

**CALL TO ORDER**

**ROLL CALL**

Directors Present: Boyd, Champion, Slater-Carter, Softky, and Young

Directors Absent: None

Staff Present: Clemens Heldmaier, General Manager  
District Clerk, Tracy Beardsley

Others Present: District Counsel Christine Fitzgerald  
District Accountant Peter Medina  
Kastama Consultants, Alison Kastama

#### **PRESIDENT'S STATEMENT**

Director Boyd mentioned a public comment from a community member expressing gratitude for the crew's response to a situation. He commended staff for always being available and for doing an excellent job.

General Manager Clemens Heldmaier underscored how demanding on-call duty can be particularly during emergencies, noting how important family support is during these situations.

Director Young added that the community appreciates the crew's hard work, especially in muddy and wet conditions.

Director Boyd introduced public comment, noting that the board listens and considers them with courtesy and respect. District staff may sometimes be able to respond to comments. However, due to several Seal Cove property owners having filed claims against the District, the Board will receive comments but will not respond to any questions or statements.

## **ORAL COMMENTS**

Alan Moss questioned the accuracy of statements in the April 2025 newsletter about abandoned water and sewer mains on San Lucas Avenue west of the Del Mar Avenue intersection. He requested detailed information on water and sewer service for specific properties and noted that he has not received a response to his May 14th letter/email, urging the board to direct the general manager to reply.

Gregg Dieguez questioned the claims about abandoned water and sewer lines, seeking clarification on the continued provision of services.

General Manager Clemens Heldmaier confirms that all residents receive water and sewer services, except red-tagged houses.

## **PUBLIC HEARING**

1. Review and Possible Action Concerning Adoption of a Revised Master Fee Schedule

General Manager Clemens Heldmaier stated that this is done every year, updating charges and fees. This year there will be a 3% increase in water and sewer charges approved through the 2023 Prop 218 process. The monthly sewer service charge will increase from \$33.43 to \$34.43, and the water service charge for a standard five-eighths meter is going up from \$35.66 to \$36.73. Tier One rates for volumetric water consumption are going up from \$10.29 to \$10.60, and the Water System Reliability Charges are increasing from \$684.20 to \$704.73. Construction related costs are decreasing by 0.51% based on the California Cost of Construction Index. All other fees tied to staff time are increasing 3.8% in accordance with the U.S.

Bureau of Labor Consumer Price Index. Staff recommendation is to open the public hearing, consider relevant public testimony, close the public hearing, and adopt the Ordinance of the Montara Water and Sanitary District Restating and Amending Master Fee Schedule.

Director Boyd opened the public hearing, noting no public testimony or written correspondence.

Director Slater-Carter made a motion to close the public hearing. Director Softky seconded the motion. Roll call vote: Director Champion: Aye, Director Young: Aye, Director Boyd: Aye, Director Slater-Carter: Aye, Director Softky: Aye. The motion passed 5-0.

Director Young asked for clarification on the sewer service minimum charges and how it is calculated.

General Manager Clemens Heldmaier clarified that every customer pays the minimum sewer service charge, and when a household's water use goes above that minimum, the additional water used during the wet-weather months is factored into the calculation of the annual sewer service charge.

Director Boyd added everyone pays the baseline cost. If your water usage is above a certain threshold, then you are charged an additional charge based on how much water is used. If a customer wants to pay less, then use less water to manage costs. The baseline charges cover the costs of maintaining the system.

The board discussed the rationale behind the charges and the impact of weather patterns on water consumption.

Director Young suggested the Water System Reliability charge be a separate line item on the property tax.

General Manager Clemens Heldmaier replied that it would be a significant cost to the District.

Director Slater-Carter made a motion to adopt Ordinance of the Montara Water and Sanitary District Restating and Amending Master Fee Schedule. Director Softky seconded the motion. Roll call vote: Director Champion: Aye, Director Young: Aye, Director Boyd: Aye, Director Slater-Carter: Aye, Director Softky: Aye. The motion passed 5-0.

- 2. Review and Possible Action Confirming Reports on Sewer Service Charges and Water System Reliability Charges for FY 2026-2027, and Delinquent Refuse Collection Charges and Water Service Charges for FY 2025-2026**

General Manager Clemens Heldmaier stated the Health and Safety Code requires a public hearing before sewer service charges, water system reliability charges, and delinquent water service and refuse collection charges can be collected through the tax roll. The tax roll is here for review for the Board but may change if customers pay their delinquent funds. The final version will be transferred to the County before August, to be applied to the property taxes in the Fall. Staff recommendation is to adopt Resolution of the Montara Water and Sanitary District Overruling Protests and Confirming Reports on Sewer Service Charges and Water System Reliability Charges for Fiscal Year 2026-2027 and Delinquent Refuse Collection and Water Service Charges for Fiscal Year 2025-2026, Certifying List of Lots or Parcels of Land and Corresponding Charges Against Said Lots or Parcels and Directing Transmittal of Said Certified List and Charges to County Controller for Entry on the Current Assessment Roll.

Director Boyd opened the public hearing, noting no public testimony or written correspondence.

Director Softky made a motion to close the public hearing. Director Slater-Carter seconded the motion. Roll call vote: Director Champion: Aye, Director Young: Aye, Director Boyd: Aye, Director Slater-Carter: Aye, Director Softky: Aye. Motion passes 5-0.

Director Young asked if it was frequent that they have a lot of delinquent charges on the tax roll.

General Manager Clemens Heldmaier replied yes.

Director Softky made a motion to adopt Resolution of the Montara Water and Sanitary District Overruling Protests and Confirming Reports on Sewer Service Charges and Water System Reliability Charges for Fiscal Year 2026-2027 and Delinquent Refuse Collection and Water Service Charges for Fiscal Year 2025-2026, Certifying List of Lots or Parcels of Land and Corresponding Charges Against Said Lots or Parcels and Directing Transmittal of Said Certified List and Charges to County Controller for Entry on the Current Assessment Roll. Director Slater-Carter seconded the motion. Roll call vote: Director Champion: Aye, Director Young: Aye, Director Boyd: Aye, Director Slater-Carter: Aye, Director Softky: Aye. The motion passed 5-0.

## **CONSENT AGENDA**

1. Approve Minutes for Regular meeting May 7, 2026, and Finance Committee meeting May 27, 2026

2. Approve Financial Statements for April 2026
3. Approve Warrants for June 1, 2026
4. SAM Flow Report
5. Monthly Review of Current Investment Portfolio
6. Connection Permit Applications Received
7. Monthly Water Production Report
8. Rain Report
9. Monthly Solar Energy Report
3. 10. Monthly Public Agency Retirement Service Report for March 2026

Director Softky made a motion to approve the Consent agenda 1-10. Director Champion seconded the motion. Roll call vote: Director Young: Aye, Director Boyd: Aye, Director Slater-Carter: Aye, Director Softky: Aye, Director Champion: Aye. The motion passed 5-0.

### **OLD BUSINESS - none**

### **NEW BUSINESS**

1. Review and Possible Action Concerning Approval of 2026 - 27 Water and Sewer Budget and Capital Improvement Programs

Peter Medina presented the FY 2026–2027 budget, noting that the major elements are outlined in the staff report. The budget includes a 3.8% Cost of Living Adjustment (COLA) for staff and an additional \$2.4 million for the Sewer Authority Mid-Coastside for the Montara force main project. Water and sewer rates are increasing 3%. Water sales are projected to remain flat, as conservation reduces revenue while still being encouraged. Actuals through April have been incorporated, and the document is updated monthly. He added that staff met with the Finance Committee for input and that this represents their best projection for the year.

During board discussion, Director Young expressed concern about the limited time available to review the budget materials and noted she did not see funding allocated for the strategic plan or for district office improvements.

Peter Medina said funds for Strategic Planning are in the Professional services line item, Consulting GL code 5630 for Sewer and Water the anticipated expenditures. Additionally, in the Capital Improvement Program (CIP), non-project, there is \$150,000 dollars allocated in Water and Sewer for a total of \$300,000 dollars for items that are not in the 5-year plan.

Director Young asked whether solar panels could power the District's wells during an emergency.

General Manager Clemens Heldmaier explained that the wells require far more energy than solar can provide. He noted that the District has generators capable of supplying the necessary power to the pumps and facilities if the electrical system goes down.

Bill Softky commended Peter Medina for putting all the information in a comprehensive format.

General Manager clarified that the Board is to Approve and Authorize a 3.80% Cost of Living increase for all non-exempt employees, a 3.80% Cost of Living increase for the District Clerk/Administrative Services Manager, effective July1, 2026 and a motion to adopt the resolution of the Montara Water and Sanitary District approving budget for the Fiscal Year 2026-2027.

Director Softky made a motion to Approve and Authorize a 3.80% Cost of Living increase for all non-exempt employees, a 3.80% Cost of Living increase for the District Clerk/Administrative Services Manager, effective July1, 2026. Director Champion seconded the motion. Roll call vote: Director Young: Aye, Director Boyd: Aye, Director Slater-Carter: Aye, Director Softky: Aye, Director Champion: Aye. The motion passed 5-0.

Director Champion made a Motion to Adopt the resolution of the Montara Water and Sanitary District approving budget for the Fiscal Year 2026-2027. Director Softky seconded the motion. Roll call vote: Director Young: Aye, Director Boyd: Aye, Director Slater-Carter: Aye, Director Softky: Aye, Director Champion: Aye. The motion passed 5-0.

2. Review and Action Concerning Receipt of Funding for the Federal Emergency Management Agency (FEMA) Declared Disasters on Behalf of Sewer Authority Mid-Coastside

General Manager Clemens Heldmaier reported the receipt of \$14,886 dollars from FEMA for the Sewer Authority Mid-Coastside (SAM) electrical building relocation project, and the Montara Water and Sanitary District (MWSD) will be directing the funds to SAM.

Director Boyd thanks the staff for their efforts in securing the funds and their benefit to the Coastside.

The board moved to receive the report and acknowledged the importance of the funds for the project.

## REPORTS

### 1. Sewer Authority Mid-Coastside Meeting (SAM) (Slater-Carter)

Director Slater-Carter reported that the Finance Committee recently reviewed the solar project. She explained that, under the original agreement establishing SAM, Half Moon Bay retained ownership of the land beneath the SAM plant. That agreement expired about four years ago. Instead of simply renewing the easement, the City is attempting to add new conditions to gain leverage. She noted that the next SAM Board meeting is scheduled for Monday.

Director Boyd added that the easement was essential to protect the agencies' investment and should be permanent. All three member agencies share responsibility for keeping SAM operational. He stated that Half Moon Bay has indicated it will grant SAM the easement if the agencies agree to the City's proposed terms. Half Moon Bay is seeking to relocate a sewer pipeline in the Kehoe neighborhood and address environmental concerns related to the Kehoe watercourse. He believes both efforts should move forward to support SAM's needs.

Director Boyd also provided an update on the first-flush report, emphasizing the importance of monitoring water quality in local creeks and the influence of upstream activities. He encouraged the public to watch the SAM meeting May 11th video for more detail.

Director Softky expressed surprise that the JPA agreement omitted the real estate under the treatment plant, calling it a significant structural oversight that could create an untenable situation.

## **2. Mid-Coast Community Council (MCC) Meeting**

Director Young reported on San Mateo County Planning's presentation regarding proposed changes to the 40-unit cap policy. She explained that the MCC did not like the County's plan to use a historical "look-back" method, counting past building permits, noting that any future influx would be allocated immediately once the cap opens. Only in 2026 did issued permits exceed the 40-unit limit. The County now proposes using a three-year look-back rather than a forward-looking cap. The County identified roughly 180 unrealized building permits dating back to the start of the permit gap. As a result, no new permits will be issued until 2028 while the County works with the Coastal Commission. Their recommendation is to amend the LCP to average excess affordable-unit allocations across prior years, allowing the County to capture unused development potential without restricting future capacity. She noted that, if approved by the Board of Supervisors, the change would affect all residents.

Gregg Dieguez added that the Planning Commission had already approved this proposal the day before presenting it to the MCC. He spoke with Supervisor Mueller, who subsequently pulled the item from the Board of Supervisors' agenda, where it had been scheduled for approval. Supervisor Mueller intends

to arrange hearings on the Coastsides. He noted that the proposed look-back period would extend all the way to 2013 to accumulate enough units. He is working with a number of residents to prepare a report outlining his concerns, including inadequate evacuations, and is exploring possible recommendations. He invited MWSD to provide any comments so they can be incorporated into his report.

Director Softky expressed concerns about emergency evacuation on the Coastsides, noting that there are only two points of road access and a choke point in each direction. He emphasized the need to understand capacity limits, asking how many people can realistically live on the Coastsides and how long it would take to drive from Montara to Half Moon Bay during rush hour if additional stoplights and a whole bunch of people living on the Coastsides. He cautioned that two-lane roads are inherently unstable and once traffic exceeds a certain threshold, movement can come to a standstill. He also raised concerns about self-driving cars, including the risk of collisions that could injure or kill someone and the possibility to block evacuation routes. He said he would welcome the opportunity to discuss these issues further with other first responder adjacent and technologically knowledgeable community members.

### 3. California Special Districts Associations (CSDA) Report (Slater-Carter)

Director Slater-Carter stated there is a state meeting tomorrow in Sacramento and quarterly San Mateo County meeting on Monday.

### 4. Local Agency Formation Commission (LAFCo) Report (Slater-Carter)

Director Slater-Carter reported that she attended the meeting in place of Virginia Chang Kiraly, who was out of town. The Commission reviewed two Municipal Service Reviews, both of which were thorough and well prepared. Some Seal Cove residents spoke and asked that a special Municipal Service Review for MWSD be conducted next year due to concerns about the condition of the mains serving their neighborhood. They claimed that sewer water was flowing into streets and the Marine Reserve, and alleged that water and sewer service had been cut off to some residents. She noted that it was ultimately determined that every Coastsides district will be required to undergo a Municipal Service Review. She also expressed concern about the spread of inaccurate statements and stressed the importance of ensuring the public receives correct information.

Director Young addressed some misinformation regarding the Districts' responses to public comments.

District Counsel reminded the Board that Director Young is recused from all Seal Cove matters and may not speak or participate on those topics in her capacity as a Board member during this meeting.

Director Softky noted that the situation appears confusing, particularly regarding claims about the District's response time to letters in a week and allegations about failure to provide sewer service. He asked how much it will cost to advance the Municipal Service Review and stated that he wants to understand the financial impact these falsehoods are having on the community.

**5. Attorney's Report (Fitzgerald)-none**

**6. Directors' Report**

Director Young attended the Fire Board meeting, and they are at the temporary building for about two years, while they are remodeling the original station.

**7. General Manager's Report (Heldmaier)**

General Manager Clemens Heldmaier asked about the possibility of having the regularly scheduled meeting July 2<sup>nd</sup> and the Board's availability.

Director Boyd said he is uncertain, and Director Slater-Carter said she may be out-of-town.

**FUTURE AGENDAS**

Director Young suggested adding a flag to the meeting room, incorporating the recitation of the Pledge of Allegiance, and considering the need for a sewer-theft ordinance.

Director Slater-Carter proposed including a brief item to explain to the public how their sewer and water fees are calculated.

**BREAK**

**CONVENE IN CLOSED SESSION**

**ADJOURNMENT at 8:55**

The district has a curfew of 10:30 pm for all meetings. The meeting may be extended for one hour by vote of the Board.

Respectfully Submitted,

Signed \_\_\_\_\_  
Secretary

Approved on the 9th, July 2026

Signed \_\_\_\_\_  
President