

# Montara Water & Sanitary District

Serving the Communities of Montara and Moss Beach

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February 18, 2026

William Andrew Boston

136 La Grande Avenue, Moss Beach, CA, 94038

Via email to: [waboston@gmail.com](mailto:waboston@gmail.com) and U.S. certified mail

Re: Public Records Act Requests

Dear Mr. Boston:

This follows the District's November 20, 2025 response and production of the District's first set of records on a flash drive; this also follows the District's September 30, 2025 response to your email of September 26, 2025 clarifying your records' requests. All said prior responses are incorporated herein by this reference.

The District has conducted and continues to conduct a reasonable search to locate records responsive to your requests. As stated in the District's prior responses, due to the scope, volume and magnitude of all records retained by the District dating back over 40 years (1983-present), your requests encompass an unlimited range of documents; therefore, responsive, non-exempt records are being provided on a rolling basis. To that end, and as you aware and been previously informed, the District is a small agency has limited administrative staffing resources available to perform historical records retrieval. There District maintains 2 full-time and one part-time administrative staff members who have regular duties and also take on additional duties to cover for vacation, leaves or other circumstances at any given time. The District's remaining 5 employees are all system field operators responsible for critical operations duties who have been required to assist in locating and retrieving a substantial volume of boxed records at various off-site locations. These retrieval efforts necessarily involve coordinated operational and administrative resources in order to identify and collect historical materials responsive to

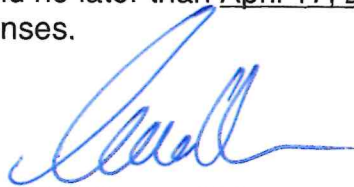
Where requests include records which are exempt from disclosure under the attorney client, attorney work product privileges, pending litigation/claims, privileged/confidential utility security data, trade secrets or proprietary information, personal privacy and/or mental process privileges per state and federal law, the District will withhold such records and/or produce reasonably segregable portions of otherwise exempt records, with redactions clearly indicated, as determined by the undersigned. Moreover, records

maintained by the District, including older records that have been scanned, do not include electronic indexing or searchable formats; consequently, these records cannot be electronically searched or segmented without reconstructing or re-creating records, which the Public Records Act does not require. In light of these limitations, the District may, in some instances, produce a complete set of records exactly as they are maintained in the District's files for the time period identified in your requests, as it is unable to isolate responsive pages without creating new records. Finally, to the extent that the same responsive non-exempt records are in possession of the Sewer Authority Mid-Coastside (SAM), those records are available from SAM.

Certain responsive records contain the requesting party's own contact information (e.g., email address and cell number). Personal contact information of utility customers is generally exempt from disclosure under Government Code § 7927.410. However, that provision does not prohibit disclosure of such information to the customer to whom it pertains (or their authorized representative). Because the requester is the subject of that information, no redaction has been applied to the requester's own contact details appearing in the produced records. Personal contact information of other utility customers or third parties, where present, has been redacted pursuant to Government Code §§ 7927.410 and 7927.700.

This production is part of the District's ongoing, good-faith effort to readily identify records, respond to your requests and promptly provide responsive materials on a rolling basis while continuing to assess the scope of remaining records. A second set of records is now available on a flash drive which you may collect from the District offices or we can mail it to you. Please advise your preference. The cost of the flash drive is \$5.70 dollars. The District is continuing its search, compilation and review of further responsive records; as such, the second set of records will be available within between 45-90 days, and no later than April 17, 2026, at which time the District may also provide updated responses.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Clemens', with a long horizontal flourish extending to the right.

Clemens Heldmaier, General Manager