



This meeting has been noticed according to the Brown Act rules. This agenda was posted on Thursday, March 10, 2016.

**Administrative Committee**

**Members:**

Andrew Clarke  
Brenda Lewis  
David Pendergrass, Chair

**Alternate:**

Molly Evans

**Staff Contact:**

Suresh Prasad

AGENDA  
Administrative Committee  
of the Monterey Peninsula Water Management District

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**Monday, March 14, 2016 3:30 pm**

MPWMD Conference Room, 5 Harris Court, Building G, Monterey, CA

Director Brenda Lewis will participate by telephone from  
1759 Broadway Avenue, Seaside, CA 93955

**Call to Order**

**Comments from Public** – *The public may comment on any item within the District's jurisdiction. Please limit your comments to three minutes in length.*

**Items on Board Agenda for March 21 , 2016**

1. Approve Minutes of February 10, 2016 Committee Meeting
2. Consider Adoption of Resolution 2016-05 – Reestablish User Fee and Suspend its Collection on California American Water Bills for Remainder of Fiscal-Year 2015-16
3. Authorize the Creation of an Assistant Water Resources Engineer Position and Recruitment for Candidates within the Engineering Career Ladder
4. Consider Expenditure for Assistance with Collection of Streamflow Measurements to Support Development of an Instream Flow Model for the Carmel River
5. Consider Expenditure to Contract with Consulting Team for North Monterey County Drought Contingency Plan
6. Declaration of Surplus Assets
7. Discuss Finance Plan for Utilization of User Fee and Water Supply Charge Funds
8. Consider Adoption of Treasurer's Report for January 2016

**Other Business**

9. Review Draft March 21, 2016 Board Meeting Agenda

**Adjournment**

*After staff reports have been distributed, if additional documents are produced by the District and provided to the Committee regarding any item on the agenda, they will be made available at 5 Harris Court, Building G, Monterey, CA during normal business hours. In addition, such documents may be posted on the District website at [www.mpwmd.net](http://www.mpwmd.net). Documents distributed at the meeting will be made available in the same manner.*

Upon request, MPWMD will make a reasonable effort to provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please submit a written request,

including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service by 5 PM on March 11, 2016. Requests should be sent to the Board Secretary, MPWMD, P.O. Box 85, Monterey, CA, 93942. You may also fax your request to the Administrative Services Division at 831-644-9560, or call 831-658-5600.

2016 Administrative Committee Meeting Schedule		
Date	Day of Week	Time
April 11	Monday	3:30 PM
May 9	Monday	3:30 PM
June 13	Monday	3:30 PM
July 11	Monday	3:30 PM
August 8	Monday	3:30 PM
September 12	Monday	3:30 PM
October 10	Monday	3:30 PM
November 7	Monday	3:30 PM
December 12	Monday	3:30 PM
January 18, 2017	Wednesday	3:30 PM
February 15, 2017	Wednesday	3:30 PM

**ADMINISTRATIVE COMMITTEE****1. ADOPT MINUTES OF FEBRUARY, 2016 COMMITTEE MEETING****Meeting Date:** March 14, 2016**From:** David J. Stoldt,  
General Manager**Prepared By:** Sara Reyes

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**SUMMARY:** Draft minutes of the February 10, 2016 Administrative Committee meeting are attached as **Exhibit 1-A**.**RECOMMENDATION:** The Committee should review the minutes and adopt them by motion.**EXHIBIT****1-A** Draft Minutes of February 10, 2016 Committee Meeting





**EXHIBIT 1-A**

**DRAFT MINUTES  
Monterey Peninsula Water Management District  
Administrative Committee  
February 10, 2016**

**Call to Order**

The meeting was called to order at 3:31 PM in the District Conference Room.

Committee members present:            Andrew Clarke  
   Brenda Lewis (arrived at 3:35 PM)  
   David Pendergrass

Staff present:                                David Stoldt, General Manager  
   Suresh Prasad, Administrative Services Manager/Chief Financial Officer  
   Larry Hampson, District Engineer  
   Jonathan Leer, Sr. Hydrogeologist  
   Stephanie Locke, Water Demand Manager  
   Sara Reyes, Office Services Supervisor

**Oral Communications**

None

**1. Approve Minutes of January 19, 2016 Committee Meeting**

On a motion by Clarke and second by Pendergrass, the minutes of the January 19, 2016 meeting were approved on a vote of 2 to 0.

**Items on Board Agenda for February 17, 2016**

**2. Consider Expenditure for Purchase of Internet License for Water Wise Gardening in Monterey County**

On a motion by Clarke and second by Pendergrass, the committee voted 2 to 0 to recommend the Board expend \$5,000 and authorize the General Manager to renew the contract with GardenSoft to purchase a web license for the Water Wise Gardening for Monterey County software.

**3. Consider Expenditure for Water Conservation Equipment**

On a motion by Pendergrass and second by Clarke, the committee voted 2 to 0 to recommend the Board support the District spending up to \$45,000 to renew the District's stock of water conservation equipment to assist in the drought response during the upcoming months.

4. **Consider Development of a Recommendation to the Board of Directors on an Agreement the United States Geological Survey to Calibrate the Carmel River Basin Simulation Model**  
On a motion by Lewis and second by Clarke, the committee voted 3 to 0 to recommend the Board review the draft scope of work between the District and the USGS and provide a recommendation to staff concerning contracting with the USGS for model calibration.
5. **Consider Expenditure to Enter into Agreement with Tyler Technologies for Purchase and Implementation of Incode Utility Billing Software**  
On a motion by Clarke and second by Lewis, the committee voted 3 to 0 to recommend the Board authorize the General Manager to enter into an agreement with Tyler Technologies to provide Utility Billing software (Incode v.X) and implementation services for an amount not-to-exceed \$15,000.
6. **Consider Adoption of Resolution 2016-03 – Re-establish User Fee and Suspend Collection of User Fee for the Remainder of Fiscal Year 2015-2016**  
On a motion by Lewis and second by Clarke, the committee voted 3 to 0 to recommend the Board approve Resolution 2016-03.
7. **Consider Adoption of Treasurer’s Report for December 2015**  
On a motion by Lewis and second by Clarke, the committee voted 3 to 0 to recommend the Board adopt the December 2015 Treasurer’s Report and financial statements, and ratification of the disbursements made during the month.
8. **Receive and File Second Quarter Financial Activity Report for Fiscal Year 2015-16**  
On a motion by Lewis and second by Clarke, the committee voted 3 to 0 to recommend the Board receive and file the Second Quarter Financial Activity Report for Fiscal Year 2015-2016.
9. **Consider Approval of Second Quarter FY 2015-2016 Investment Report**  
On a motion by Clarke and second by Lewis, the committee voted 3 to 0 to recommend the Board approve the Second Quarter Fiscal Year 2015-2016 Investment Report.

#### Other Business

10. **Approve 2016 Administrative Committee Meeting Schedule**  
The committee unanimously approved the 2016 Administrative Committee meeting schedule.
11. **Review Second Quarter Legal Services Activity Report for Fiscal Year 2015-16**  
This was presented to the committee for informational purposes only. No action was required of the committee.
12. **Review Draft February 17, 2016 Board Meeting Agenda**  
The committee made no changes to the agenda.

#### Adjournment

The meeting was adjourned at 4:35 PM.

## ADMINISTRATIVE COMMITTEE

### 2. CONSIDER ADOPTION OF RESOLUTION 2016-05 – REESTABLISH USER FEE AND SUSPEND COLLECTION OF USER FEE FOR REMAINDER OF FISCAL YEAR 2015-16

<b>Meeting Date:</b>	<b>March 14, 2016</b>	<b>Budgeted:</b>	<b>N/A</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>N/A</b>
<b>Prepared By:</b>	<b>David J. Stoldt</b>	<b>Cost Estimate:</b>	<b>N/A</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on March 14, 2016 and recommended \_\_\_\_\_.

**SUMMARY:** On February 17, 2016, the Board of Directors adopted Resolution No. 2016-03 – Reestablish User Fee and Suspend Collection of User Fee for Remainder of Fiscal Year 2015-16. Upon review of Resolution No. 2016-03, it was determined that it should be amended to clearly state that collection of the User Fee would be suspended only on California American Water bills. Draft Resolution No. 2016-05 (**Exhibit 2-A**), states in sections 1, 2 and 3 that the user fee will be suspended on Cal-Am water bills, and in section 5 confirms that Resolution No. 2016-05 supersedes Resolution No. 2016-03.

**RECOMMENDATION:** The General Manager recommends approval of Resolution 2016-05.

**DISCUSSION:** On January 25, 2016, the California Supreme Court filed its opinion in the User Fee matter, determining “PUC Decision No. 11-03-035 (rejecting Cal-Am’s application for authorization to collect the District’s user fee, and also rejecting the settlement agreement entered into by Cal-Am, the District, and the Division of Ratepayer Advocates) and PUC Decision No. 13-01-040 (denying the District’s application for rehearing) are set aside. The matter is remanded to the PUC for further proceedings consistent with the views expressed herein.”

What this means is that the District’s suspended User Fee can be reestablished on California American Water Company (Cal-Am) bills. However, the level at which the User Fee shall be set by the Board and the mechanism for reinstatement by the California Public Utilities Commission both remain unresolved. Hence, at this time the Board should consider removing the suspension, but waiving collection for the remainder of the fiscal year.

With adoption of Resolution 2016-03 and the subsequent adoption of Resolution 2016-05, the District reestablishes its already existing, but suspended, User Fee in an amount of 8.325 percent of the Cal-Am bill, said amount comprised of 7.125 percent for the general activities of the District including environmental mitigation, conservation and rationing, water supply, and any other District purposes and 1.2 percent specific to the ASR program, including direct costs,

reimbursement of reserves expended for ASR project costs, and repayment of any commercial loans expended on behalf of ASR.

However, by reestablishing the User Fee, but waiving collection for now, the Board recognizes that it never, of its own volition, removed the User Fee and that it is still in effect, but that the Board must consider the future financial implications before collecting the revenues in a year for which an approved budget exists.

## **EXHIBIT**

**2-A** Draft Resolution 2016-05 – Reestablish User Fee and Suspend Collection of User Fee for Remainder of Fiscal Year 2015-16



**EXHIBIT 2-A**

**RESOLUTION NO. 2016-05**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE MONTEREY PENINSULA WATER MANAGEMENT DISTRICT  
REESTABLISH USER FEE AND SUSPEND ITS COLLECTION  
FOR REMAINDER OF FISCAL YEAR 2015-16**

**WHEREAS**, Monterey Peninsula Water Management District (“District”) District is authorized, by law, to impose rates and charges for services, facilities, or water that it may furnish, as well costs of operations and activities related to the provision of water delivered by others. (Statutes of 1977, Chapter 527, found at West’s Water Law Appendix Section 118-1, *et seq.* (District Law), §326.);

**WHEREAS**, the District first implemented a User Fee in 1983 as a percentage of the California American Water (Cal-Am) bill to fund District activities and collected it continuously until temporarily suspended by the California Public Utilities Commission (the Commission or PUC) on May 24, 2011;

**WHEREAS**, the District modified its User Fee by Ordinance sixteen times from 1983 through 2008;

**WHEREAS**, proceeds of the User Fee have been used to support the District’s environmental mitigation, conservation and rationing, water supply, and any other purposes throughout the history of its collection;

**WHEREAS**, District Ordinance 61 adopted July 20, 1992 established a User Fee at 7.125 percent of the Cal-Am bill, an amount that was reinforced by Ordinance 67 in 1992, Ordinance 78 in 1995, and Ordinance 82 in 1996 and all four ordinances preceded Proposition 218, the self-titled “Right to Vote on Taxes Act” approved by voters November 5, 1996 and which added Articles XIIC and XIID to the California Constitution, and made numerous changes to local government finance law, a defines a fee or charge subject to Proposition 218 as a “levy other than an ad valorem tax, a special tax, or an assessment, imposed by an agency upon a parcel or upon a person as an incident of property ownership, including a user fee or charge for a property related service.” (Art. XIID, §2(e).);

**WHEREAS**, District Ordinance 138 adopted December 8, 2008 reaffirmed the addition of a 1.20 percent to the User Fee after a Proposition 218 protest hearing, said amount to support the funding of the District’s Aquifer Storage and Recovery (ASR) program, bringing the total amount of the User Fee to 8.325 percent of the Cal-Am bill;

**WHEREAS**, the Commission in Decision D.09-07-021 in July 2009 prohibited further regular collection and disbursement by Cal-Am to the District of its User Fee and directed such amounts to be recorded in a memorandum account until Cal-Am reapplies to the Commission proposing a program to reinstate the User Fee. Such application was made January 5, 2010. A motion to approve an all-party settlement was made to the Commission in May 2010 which would have allowed continued past practice of collection of the District User Fee on Cal-Am bills. Commission decision D.11-03-035, issued March 24, 2011, rejected the joint settlement agreement. The Commission halted collection of the User Fee and ordered the memorandum account closed May 24, 2011. On January 24, 2013 the Commission issued decision D.13-01-040 modifying D.11-03-035 and denying any further rehearing of the matter;

**WHEREAS**, the District on February 22, 2013 filed a Petition for Review of Commission Decisions D.11-03-035 and D.13-01-040 with the California Supreme Court;

**WHEREAS**, on January 25, 2016 the California Supreme Court filed its opinion in the matter, determining “PUC Decision No. 11-03-035 (rejecting Cal-Am’s application for authorization to collect the District’s user fee, and also rejecting the settlement agreement entered into by Cal-Am, the District, and the Division of Ratepayer Advocates) and PUC Decision No. 13-01-040 (denying the District’s application for rehearing) are set aside. The matter is remanded to the PUC for further proceedings consistent with the views expressed herein.”; and

**WHEREAS**, the Commission, Cal-Am and the District will work together to determine the best mechanism to end suspension of the User Fee collection on Cal-Am bills.

**WHEREAS**, on February 17, 2016 the District Board of Directors adopted Resolution 2016-03 – Reestablish User Fee and Suspend its Collection for Remainder of Fiscal Year 2015-16;

**WHEREAS**, Resolution No. 2016-05 – Reestablish User Fee and Suspend its Collection for Remainder of Fiscal Year 2015-16 supersedes Resolution 2016-03.

**NOW, THEREFORE, BE IT RESOLVED**, as follows:

1. The District certifies it has, without limitation, complied with all legal procedures and requirements necessary to levy and impose the User Fee on Cal-Am bills, including all procedures and requirements set forth in the Constitution of the State of California, in State statutes, and in applicable decisional law of the State of California.

2. The District reestablishes its already existing, but suspended, User Fee in an amount of 8.325 percent of the Cal-Am bill, said amount comprised of 7.125 percent for the general activities of the District including environmental mitigation, conservation and rationing, water supply, and any other District purposes and 1.2 percent specific to the ASR program, including direct costs, reimbursement of reserves expended for ASR project costs, and repayment of any commercial loans expended on behalf of ASR.

3. The District suspends collection of the User Fee on Cal-Am bills for the remainder of the Fiscal Year 2015-16, until the amount of annual collection can be determined by the District board and the mechanism for collection on the Cal-Am bill is determined by the Commission.

4. This resolution shall supersede Resolution No. 2016-03 adopted on February 17, 2016.

5. This Resolution shall take immediate effect, upon adoption.

On motion of Director \_\_\_\_\_, and second by Director \_\_\_\_\_, the foregoing resolution is duly adopted this 21st day of March 2016 by the following votes:

AYES:

NAYS:

ABSENT:

I, David J. Stoldt, Secretary to the Board of Directors of the Monterey Peninsula Water Management District, hereby certify that the foregoing is a resolution duly adopted on the 21st day of March 2016.

Witness my hand and seal of the Board of Directors this \_\_\_\_ day of March 2016.

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David J. Stoldt, Secretary to the Board



## ADMINISTRATIVE COMMITTEE

### 3. AUTHORIZE THE CREATION OF AN ASSISTANT WATER RESOURCES ENGINEER POSITION AND RECRUITMENT FOR CANDIDATES WITHIN THE ENGINEERING CAREER LADDER

**Meeting Date:** March 14, 2016                      **Budgeted:** N/A

**From:** David J. Stoldt,  
General Manager                      **Program/** N/A  
**Line Item No.:**

**Prepared By:** Cynthia Schmidlin                      **Cost Estimate:** N/A

**General Counsel Approval:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on March 14, 2016 and recommended \_\_\_\_\_.

**CEQA Compliance:** N/A

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**SUMMARY:** The Monterey Peninsula Water Management District (MPWMD) has conducted two recruitments for Engineer positions over the past six months. In October and early November of 2015, the District conducted extensive recruitment for a Water Resources Engineer. Despite one month of advertisement on multiple government, private industry and professional websites, as well as in related publications, this recruitment yielded only three applications. A highly qualified candidate, willing to accept the salary and benefits package was not found. In January and February of this year, the District engaged in an ever more extensive recruitment at the Senior Water Resources Engineer level. In addition to the advertisement described above, a recruitment brochure was created for targeted mailing to Engineering departments and individuals at twenty-three public agencies involved in projects similar to those conducted at the District. Despite the more aggressive outreach and significantly higher salary, only three applications were received. Of the two candidates authorized to work in the United States, neither had the experience needed to successfully perform at the Senior Water Resources Engineer level without extensive training.

It has been determined that finding an advanced journey or senior level Water Resources Engineer may not be possible. Therefore, staff proposes creating a basic journey-level position as the entry to the District's Water Resources Engineer career ladder. This position, entitled Assistant Water Resources Engineer (**Exhibit 3-A**) would require a degree in Civil Engineering or a closely related field and two years of experience working with other Civil Engineering professionals. A valid certificate of registration as an Engineer-in-Training would also be required within 18 months of hire. Staff is analyzing compensation of similar positions in order to determine the range on the District's Salary Schedule in which this new position should be placed. That recommendation will be presented at the Administrative Committee Meeting.

If this position is approved, the District would publicize an Engineering vacancy that could be hired at any of the three levels on the career ladder below the District Engineer/Planning and Engineering Manager. Each job search finds a new audience, and new qualified candidates for

the higher levels could come forth. However, expanding the search to include the junior position, at a competitive salary, will encourage a larger selection of applicants that could be hired. If a candidate is selected at the Assistant Water Resources Engineer or Water Resources Engineer level, the Board would be requested to authorize a change in the District Organization Chart to replace the current Senior Water Resources Engineer position.

**RECOMMENDATION:** Authorized the creation of an Assistant Water Resources Engineer position and recruitment for candidates within the Engineering Career Ladder.

**IMPACTS TO STAFF/RESOURCES:** The cost of hiring at either the Senior Water Resources Engineer or Water Resources Engineer level has been previously authorized by the Board. Hiring at the Assistant Water Resources Engineer level would result in considerable savings.

#### **EXHIBIT**

**3-A** Assistant Water Resources Engineer job description

**MONTEREY PENINSULA WATER MANAGEMENT DISTRICT**  
**ASSISTANT WATER RESOURCES ENGINEER**

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job.*

**DEFINITION**

Under supervisory direction of a Professional Engineer, the incumbent performs engineering duties relating to watershed management, water supply projects, and hydrologic analysis; to assist with implementation of major engineering and environmental management programs to restore and enhance Carmel River streamside resources; and to perform a variety of technical tasks relative to assigned area of responsibility.

**DISTINGUISHING CHARACTERISTICS**

This is the journey level of the professional engineering job classes. Positions at this level are characterized by the performance of technically-advanced, professional-level research studies, and/or management of some District projects. Employees at this level are expected to understand basic principles and theories, laws and regulations. Incumbents may solicit and administer grants, serve as a District representative on construction projects, prepare plans, specifications, and estimates and work with other professional and technical staff on multi-divisional projects. This position is distinguished from the Water Resources Engineer by the latter position's management responsibility for more complex projects involving multiple agencies and parties, and representation of District interests in agency and public meetings.

**SUPERVISION RECEIVED AND EXERCISED**

Receives direction from the Water Resources Engineer, Senior Water Resources Engineer, or Planning and Engineering Manager/District Engineer; coordinates activities of other District staff, consultants, and contract employees on special projects.

**ESSENTIAL AND MARGINAL FUNCTION STATEMENTS**

*The following duties are typical for positions in this classification. Any single position may not perform all of these duties and/or may perform similar related duties not listed here:*

**Essential Functions:**

1. Participate in the Integrated Regional Water Management Plan (IRWMP), a comprehensive planning effort, involving multiple stakeholders, to document and manage water resources in the Carmel River watershed, Seaside Groundwater Basin, and Monterey Peninsula area. Assist senior staff to implement the IRWMP.
2. Assist with review of consultant work to provide river stabilization and maintenance services for the Carmel River.
3. Conduct preliminary assessments of Carmel River streambank areas regarding stream bank stabilization and repair and confer with a supervising engineer; conduct field and office engineering studies related to the planning, design, and modification of stream bank stabilization and repair, confer with other District staff and consultants to coordinate projects and activities; provide assistance with obtaining authorizations and permits from Federal, State, and local regulatory agencies; prepare plans, specifications, cost and quantity estimates; maintain accurate records, and prepare periodic and special reports.
4. Participate in construction field activities including mark and layout field work locations; coordinate with the supervising engineer to interpret plans and resolve problems during construction; review compliance with permit conditions; perform long-term monitoring including photo documentation, surveys, and prepare periodic reports.

5. Assist the Riparian Projects Coordinator in planning and implementing riparian planting projects and irrigation systems.
6. Review applications for District River Work permits and work with the Riparian Projects Coordinator to make recommendations to the Planning & Engineering Manager regarding conformance to District standards; inspect authorized work; make recommendations to permittee and/or the Planning and Engineering Manager regarding conformance with river work permits.
7. Gather and interpret hydrologic data including photos, cross-sections, profiles and sediment transport.
8. Inspect the Carmel River with the Riparian Projects Coordinator to identify and document erosion hazards, riparian ordinance violations, and opportunities for enhancement; make recommendations to the Planning and Engineering Manager regarding appropriate corrective projects and actions.
9. Assist in the preparation of the following documents: requests for proposals and calls for bids; contract plans and specifications; participate in the review of contractor work activities.
10. Maintain constant awareness of progress on assigned projects to ensure compliance with designated time and cost schedules for project completion.
11. Inspect construction projects; document onsite conditions; represent the District on site; provide reports and recommendations to senior staff as required to complete project construction.
12. Provide cost estimate information as required for project budgets.
13. Review project needs with appropriate management staff; allocate resources accordingly.
14. Coordinate and manage the District's Water Distribution System Permit program.
15. May represent the District with senior staff at governmental and regulatory agency meetings, professional and community groups and others; answer questions and provide information to the public; investigate complaints and recommend corrective actions as necessary to resolve complaints.
16. Perform related duties and responsibilities as required.

## **QUALIFICATIONS**

### **Knowledge of:**

Civil engineering principles and practices related to one or more of the following:

Watershed management

Hydrology and Meteorology

Open channel hydraulics, river mechanics, or fluvial geomorphology.

Fluid dynamics as applied to water supply pipelines and pumps

Engineering economics

Construction management

Engineering surveying

Terminology, methods, practices, and techniques used in technical civil engineering report preparation.

Principles of mathematics and physics as applied to engineering work.

Recent developments, current literature, and sources of information regarding civil engineering of stream and river restoration projects, construction of new and recycled water supply projects, and projects to enhance anadromous fisheries.

Modern office procedures, methods, and computer software and hardware as related to the solution of



engineering problems.

Pertinent federal, state, and local laws, codes, and regulations governing civil engineering, construction, and water quality including Section 401 and 404 of the federal Clean Water Act, the federal and state Endangered Species Acts, the California Environmental Quality Act, the California Department of Fish and Wildlife Code, and Monterey County Ordinances.

**Ability to:**

Work with technical staff and consultants.

Assist in managing complex engineering projects.

Ensure project compliance with appropriate federal, state, and local rules, laws, and regulations.

Prepare progress reports.

Analyze problems, identify alternative solutions, and coordinate with senior management to project consequences of proposed actions.

Conduct engineering studies and develop appropriate recommendations.

Perform technical research and solve difficult engineering problems.

Prepare and maintain technical civil engineering records and prepare reports.

Compile rough technical data and prepare statistical and narrative reports from field studies.

Under direction, develop civil engineering plans, designs, and specifications.

Identify threatened and endangered species in the field.

Understand pertinent sections of the federal and state Endangered Species Acts.

Incorporate measures to protect threatened species into project designs and project maintenance.

Use sophisticated word processing, spreadsheet, modeling, and graphical design programs.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

Maintain physical condition appropriate to the performance of assigned duties and responsibilities.

**Experience and Training Guidelines** — *Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

**Experience**

Two years of experience working with other Civil Engineering professionals.

**Training**

Equivalent to a Bachelor's degree from an accredited college or university with major course work in civil engineering or closely related field.

**License or Certificate:**

Possession of or ability to obtain a valid certificate of registration as an Engineer -in-Training in the State of California within 18 months of appointment.

Possession of, or the ability to obtain, an appropriate, valid driver's license.

**WORKING CONDITIONS**

*The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.*

**Environmental Conditions:**

Office and field environment; travel from site to site; exposure to atmospheric conditions; work around moving water; work with computers.

**Physical Conditions:**

Essential functions may require maintaining physical condition necessary for sitting, standing and walking for prolonged periods of time in and around river beds; operating motorized vehicles.

**Vision:**

See in the normal visual range with or without correction; vision sufficient to read small print, computer screens and other printed documents.

**Hearing:**

Hear in the normal audio range with or without correction.

## ADMINISTRATIVE COMMITTEE

### 4. CONSIDER EXPENDITURE FOR ASSISTANCE WITH COLLECTION OF STREAMFLOW MEASUREMENTS TO SUPPORT DEVELOPMENT OF AN INSTREAM FLOW MODEL FOR THE CARMEL RIVER

<b>Meeting Date:</b>	<b>March 14, 2016</b>	<b>Budgeted:</b>	<b>Yes, partial</b>
<b>From:</b>	<b>David J. Stoldt General Manager</b>	<b>Program/ Line Item No.:</b>	<b>Augment Water Supply 1-8-1</b>
		<b>Account No.</b>	<b>35-03-7860.19</b>
<b>Prepared By:</b>	<b>Larry Hampson</b>	<b>Cost Estimate:</b>	<b>\$70,000</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on March 14, 2016 and recommended \_\_\_\_\_.

**CEQA Compliance:** N/A

**SUMMARY:** Staff proposes an amendment to an existing agreement for services with Normandeau Environmental Consultants (Normandeau) and to contract with Balance Hydrologics, Inc. (Balance) for assistance to measure streamflows in the Carmel River this winter and spring. The measurements are required in order to develop a hydraulic model for use with the Instream Flow Incremental Methodology (IFIM) study to address water rights issues and steelhead habitat management in the Carmel River. Normandeau and Balance would provide assistance to District crews to obtain more than 220 measurements at 74 different locations in about a two-week period.

**RECOMMENDATION:** Staff recommends approval of the expenditure of up to \$70,000 for additional assistance with developing an IFIM to revise instream flow requirements for the Carmel River. If this item is adopted with the Consent Calendar, the General Manager would be authorized to amend an agreement for services with Normandeau Environmental Services and increase that agreement from a not-to-exceed (NTE) amount of \$100,000 to a NTE of up to \$132,500. The General Manager would also be authorized to enter into an agreement for services with Balance Hydrologics, Inc. for a NTE of up to \$37,500.

**IMPACTS TO STAFF/RESOURCES:** \$100,000 in funds for this work are identified in the mid-year FY 2015-16 Budget, Program Line Item 1-8-1, Other Water Supply Projects – IFIM feasibility studies. However, approximately \$42,000 in project funds approved in FY 2014-15 for other field work were carried over in FY 2015-16, due to a lack of steelhead in the river in 2015. Therefore, a total of approximately \$112,000 would be needed to complete all authorized tasks in the current fiscal year.

**BACKGROUND:** The Board initially approved an expenditure of up to \$50,000 for IFIM assistance at their June 17, 2013 meeting. At their March 16, 2015 meeting, the Board authorized an additional \$50,000 to conduct tests to apply Habitat Suitability Index curves from the Big Sur

River to the Carmel River. This latter work was not possible to complete in 2015 due to a lack of spawning adults in the system in the past few years, which has resulted in low densities of young fish in the river<sup>1</sup>.

The estimated costs for flow measurements by crews of two each from Normandeau and Balance include travel time, equipment rental, data acquisition, and quality control. There are three specific flow ranges required for the one-dimensional portion of the hydraulic model that includes high (up to about 120 cubic feet per second or cfs), medium (60-80 cfs) and low flow (10 cfs) measurements. The high flow range normally occurs for only short periods, necessitating several crews at once in order to gather the data. The medium and low flow measurements occur much more frequently and as staff time allows, MPWMD crews may obtain these flow measurements.

IFIM is an accepted scientific approach to quantifying the effects to aquatic habitat from water diversions at various levels of instream flows. Results from this work will provide the basis for evaluating water supply options from the Carmel River and revising existing instream flow requirements necessary to protect steelhead and their habitat in the Carmel River. The District, NMFS, CDFW, and California American Water (Cal-Am) are interested in updating these instream flow requirements in order to best manage steelhead populations in the Carmel River.

## **EXHIBIT**

None

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<sup>1</sup> HSC are an important component of instream flow modeling and are a description of the relative quality of aquatic habitat components, such as water depth, water velocity, substrate type, and instream or overhead cover, on a scale of 0 (not-suitable) to 1 (optimal), to the species of interest (Carmel River steelhead). Developing HSC for a stream can be labor intensive. Thus, using HSC from another stream can save time and cost in the development of an instream flow model. However, sitings of young fish in the Carmel River are required to test HSC curves. Due to the lack of adult returns over the past three winter, the density of young fish in the river has not been high enough to collect field data.

## ADMINISTRATIVE COMMITTEE

### 5. CONSIDER EXPENDITURE TO CONTRACT WITH CONSULTING TEAM FOR NORTH MONTEREY COUNTY DROUGHT CONTINGENCY PLAN

<b>Meeting Date:</b>	<b>March 14, 2016</b>	<b>Budgeted:</b>	<b>N/A</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/</b>	<b>Water Supply Projects</b>
		<b>Line Item:</b>	<b>1-5-1 Groundwater Replenishment Project</b>
<b>Prepared By:</b>	<b>David J. Stoldt</b>	<b>Cost Estimate:</b>	<b>\$225,000</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on March 14, 2016 and recommended \_\_\_\_\_.

The Water Supply Planning Committee reviewed this item on March 3<sup>rd</sup> and recommended approval 3-0

**CEQA Compliance:** N/A

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**SUMMARY:** In June 2015, the District Board approved a grant application to the United State Bureau of Reclamation (Reclamation) through its WaterSMART program for Drought Contingency Planning. Reclamation awarded the District a grant of \$200,000 in July 2015. The recipient cost share (non-federal share) is a minimum of 50% of total project costs. Reclamation goals for this program include (1) develop and update comprehensive drought plans, (2) implement projects that will build long-term resiliency to drought, and (3) implement emergency response actions.

District staff will be the administrative lead to develop a Drought Contingency Plan (Plan) for the northern portion of Monterey County that would benefit from the Pure Water Monterey Project. However, staff recommends that the consulting team that prepared the grant application and the detailed work plan (attached as **Exhibit 5-A**) for submittal to Reclamation be hired to develop the plan. The consulting team would be hired without a Request for Qualifications because they are uniquely suited to execute the plan for five key reasons (a) they prepared the grant application, detailed work plan, public outreach plan, and attended the Plan Task Force kick-off meeting hence have a strong understanding of the project; (b) they have been hired by Reclamation to assist with a parallel and overlapping effort – the Salinas and Carmel Rivers Basin Study – which must be carefully coordinated with this Plan; (c) Brown and Caldwell has prior experience with Salinas River data modeling; (d) drought contingency plans are a new initiative of Reclamation and there is very little industry experience – staff was looking at either Brown and Caldwell or Carollo for this work, but the two firms had already agreed to work jointly; and (e) Bryant & Associates has assisted the District with federal funding strategies in the past. Development of a Plan must be completed within two years of award.

The total budget for contracted activities is \$422,939 of which \$200,000 will be Reclamation grant proceeds. Hence, the District will need to contribute \$222,939. The staff recommendation

is to authorize \$225,000 of District funds for this purpose, to be spread over the current and the next two fiscal year budgets.

**RECOMMENDATION:** The General Manager recommends the Board authorize the hire of the consulting team of Bryant & Associates, Brown & Caldwell and Data Instincts in affiliation with Thomas Brand Consulting and Carollo Engineers to work on the North Monterey County Drought Contingency Plan, subject to U.S. Bureau of Reclamation authorization

**BACKGROUND:**

A Task Force Kick-Off meeting was held at the District offices on February 24, 2016 and included 23 people representing:

- Monterey Regional Water Pollution Control Agency (MRWPCA)
- Monterey County Water Resources Agency (MCWRA)
- Monterey County Office of Emergency Services
- City of Salinas (California Water Service Company)
- Marina Coast Water District (MCWD)
- Castroville Community Services District
- California American Water (CalAm)
- California Water Service
- County of San Luis Obispo
- Salinas Valley Water Coalition
- Monterey County Farm Bureau
- U.S. Bureau of Reclamation
- The District
- The consultant team

Development of a Plan would build on both the Monterey Peninsula and Greater Monterey County Integrated Regional Water Management planning efforts and the network of agencies and stakeholders that is advancing the Pure Water Monterey project. A Drought Contingency Plan would include the following specific activities:

- Drought monitoring;
- Vulnerability assessment;
- Mitigation actions;
- Response actions;
- Operational and administrative framework;
- Plan update process.

**EXHIBIT**

**5-A** Draft Detailed Work and Public Outreach Plan

# North Monterey County Drought Contingency Plan: Detailed Work Plan

## Applicant

Monterey Peninsula Water Management District (MPWMD) office is located in the City of Monterey in Monterey County, California. The MPWMD is the lead agency and fiscal agent for the North Monterey County Drought Contingency Plan (DCP) and convener of the Plan Task Force (Task Force). The Task Force includes MPWMD, Monterey Regional Water Pollution Control Agency (MRWPCA), Monterey County Water Resources Agency (MCWRA), and Monterey County Office of Emergency Services, among others.

## Summary

The DCP Plan Area (Plan Area) is home to some of California's most valuable agriculture, diverse communities, and spectacular natural resources. It is also not served by a state or federal water project, groundwater basins are over-drafted, in some cases with significant saltwater intrusion, and court-mandated or regulatory actions have pending catastrophic impacts to urban water supplies. These conditions coupled with the 4<sup>th</sup> year of drought provide the catalyst to bring stakeholders together to share technical information, understand the impacts of drought and climate change to their way of life and jointly develop a DCP to manage their scarce water resources to the benefit of all.

## Description of Drought Contingency Plan Area

The Plan Area is the northern portion of Monterey County including a part of the Salinas Valley situated from the southern edge of the City of Salinas to the Pacific Ocean, the western portion of Carmel Valley, and the urbanized Monterey Peninsula area between the two valleys as shown on Figure 1 below. The main geographic features in the Plan Area are the lower Salinas River valley and Carmel River valley. The urban areas consist of the cities of Carmel, Monterey, Pacific Grove, Del Rey Oaks, Seaside, Marina, and Salinas, and the Castroville area. Major land uses include agriculture, rangeland, forest, and urban development.

The key water supply challenges facing the Plan Area according to the California Water Plan are as follows:

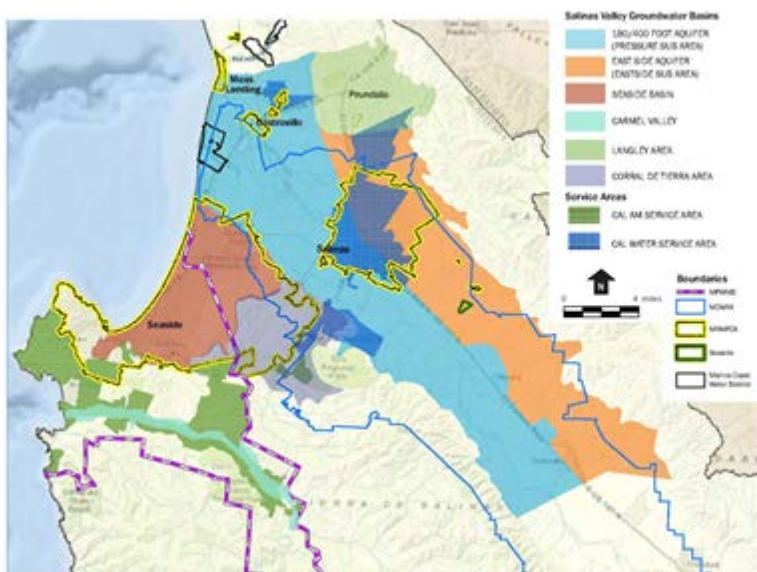


Figure 1 DCP Plan Area

**Groundwater Quality.** Seawater intrusion and nitrate pollution of groundwater aquifers.

**Agricultural and Rangeland Water Quality.** Runoff, tail water, and percolation of agricultural and rangeland water continues to negatively impact regional surface waters and groundwater.

**Salinas River Watershed.** Flood risk, river channel congestion, seawater intrusion, nitrate contamination, and the distribution of water supplies continue to be a challenge to this critical watershed.

**Water Reliability.** The Monterey Peninsula must develop new water supplies due to a Cease and Desist Order requiring Cal-Am to reduce water diversion from the Carmel River and an adjudication of the Seaside groundwater basin requiring Cal-Am to reduce its groundwater pumping.

**Steelhead Fisheries.** The Carmel River steelhead population has declined by up to 90% since the early 20th century. Surface water diversions and development on the floodplain have greatly reduced steelhead habitat in both the Salinas and Carmel Rivers.

In addition to the above listed water supply challenges there are also state and federal water quality protection goals for the Monterey Bay where the Carmel River, Salinas River, and urban areas drain into the Bay.

### Coordination with Other Studies

The DCP is being conducted in parallel and in coordination with the Salinas and Carmel Rivers Basin Study (Basin Study). The DCP is a 24 month look at how to predict the different stages or levels of severity of drought; to address near-term vulnerabilities; to identify mitigation actions and activities that will build long-term resiliency to drought and reduce the need for response actions; identify drought response actions and activities that can be implemented quickly during a drought and, develop an operational and administrative framework to identify who is responsible for undertaking the actions necessary to implement each element of the Plan. The Basin Study is a longer-term study process that will develop new modeling and information to be used for the formulation and evaluation of currently identified and potential new mitigation measures.

The Basin Study and the DCP will access data created under the locally sponsored and currently underway, Salinas River Groundwater Basin Investigation. The combination of the technical analysis of the Salinas River Groundwater Basin Investigation feeding both the near-term drought response actions and organization aspects of the DCP and the long-term planning efforts of the Basin Study provides for synergy and consistency between the studies while meeting the needs of the stakeholders in a timely manner.

The study area for the DCP is a much smaller sub-region of the Basin Plan area. However this sub-region is the most critically impacted by the drought, with the greatest diversity of stakeholders and, seriously competing demands between agricultural, environmental and urban water-users. The DCP Plan Area was shown on Figure 1 and the plan area of the Basin Study is shown on Figure 2 below.





Figure 2 Basin Study Plan Area

### Plan of Study Activities

The scope of Work Tasks and the activities to complete the tasks are summarized in Table 1 – Detailed Work Plan

Table 1 Detailed Work Plan

Task	Activities
<p><b>Task 1. Initial Drought Contingency Plan Steps</b> Following finalization of the financial assistance agreement, MPWMD and their consultants will work with Reclamation to finalize the DCP work plan before development of the plan begins.</p> <p><b>1.1. Establish the North Monterey County Drought Contingency Plan Task Force.</b> MPWMD will lead a DCP Task Force (Task Force) and connect with various stakeholders in the region that represent multiple interests within the planning area.</p> <p><b>1.2. Development of a Detailed Work Plan</b> Develop a work plan in consultation with Reclamation that will describe in detail how the various tasks included in developing the DCP will be accomplished.</p> <p><b>1.3. Development of a Communication and Outreach Plan.</b> The purpose of this effort is to build understanding and support for drought contingency planning. Planning for a sustainable, resilient water supply will take consistent coordination, cooperation and focused planning and management with North County stakeholders in the preparation of a DCP.</p> <p><b>1.4. Engage DCP Consulting Team</b> MPWMD will Develop request for qualifications, solicit, and hire consulting team for the DCP.</p>	<p><b>1.1 Task Force</b></p> <ul style="list-style-type: none"> <li>• MPWMD to identify and solicit the Task Force members</li> <li>• Develop meeting agenda and presentation and hand out materials</li> </ul> <p>Assumptions</p> <ul style="list-style-type: none"> <li>• Initial meeting in February coordinated with Basin Study</li> <li>• Following meetings coordinated with Basin Study Schedule</li> </ul> <p><b>1.2. Work Plan</b></p> <ul style="list-style-type: none"> <li>• Develop a project schedule</li> <li>• Identify tasks to implement scope of work</li> <li>• Identify coordination and responsibilities of Reclamation, MPWMD as the planning lead, the Task Force and other interested stakeholders.</li> </ul> <p>Assumptions</p> <ul style="list-style-type: none"> <li>• Coordinate with Salinas River Groundwater Basin Investigation schedule of products</li> <li>• Coordinate the approach to water supply vulnerability, mitigation actions, and stakeholder activities with the Basin Study</li> </ul> <p><b>1.3 Outreach Plan</b></p> <ul style="list-style-type: none"> <li>• Establish a Task Force that will coordinate and make initial planning decisions to be vetted by various stakeholders and the North County communities through a series of collaborative activities.</li> <li>• Define meetings, products, stakeholder list development, communications plan</li> </ul> <p>Assumptions</p> <ul style="list-style-type: none"> <li>• Coordinated stakeholder lists, meetings, materials with Basin Study</li> <li>• Develop Website or SharePoint on MPWMD to convey draft materials for review and comment</li> </ul>

**Table 1 Detailed Work Plan**

Task	Activities
<p><b>Task 2. Background, Study Area, and Participating Agencies</b></p> <p>Describe the background of the DCP, the Plan Area, the participating agencies, and other water and wastewater agencies located within the Plan Area. Describe existing plans that have portions relevant to drought planning and an explanation of why a new plan is needed will also be compiled.</p> <p>The history of drought in the area, current drought situation, severity of drought conditions, recent drought experiences, and the period of time that the area has been experiencing drought conditions will be described.</p>	<ul style="list-style-type: none"> <li>• Coordinated effort of the MPWMD staff and consulting team to access all available information regarding the Plan Area</li> <li>• Meetings with the Monterey County Water Resources Agency, OES, and other stakeholders.</li> <li>• Review existing relevant water basin study and drought plans, response policies, emergency response plans, urban water management plans, water management plans, the Greater Monterey County and Monterey Peninsula Integrated Regional Water Management Plans, California Department of Water Resources and Reclamation drought planning guidelines, groundwater management plans, general plans, and other relevant information will be reviewed</li> <li>• Present existing meteorological and drought analysis data and summarize historical drought frequency and magnitude, including multi-year droughts and seasonal droughts.</li> </ul> <p>Assumptions</p> <ul style="list-style-type: none"> <li>• Detail of the stakeholder processes are in the Significant information available from MPWMD staff or through the MPWMD staff describing the required information</li> <li>• Team approach with MPWMD staff to develop the descriptions using available materials</li> <li>• Coordinated with Salinas River Groundwater Basin Investigation team for available information</li> </ul>
<p><b>Task 3. Water Supplies and Demands</b></p> <p>Review and summarize existing water supply and demand data for all pertinent water agencies and end users. Describe the availability and quality of existing data and models applicable to the proposed plan.</p> <p>Define the drought impacts to each water purveyor’s water supply. Identify the vulnerability of the existing water supply sources. Describe water quality impacts of drought conditions.</p> <p>Present projected water demands for municipal, agricultural, and environmental uses. Provide a total water supply to demand comparison. The water supply and demand comparison will compare the water supply sources available in normal and dry periods to the projected water demands.</p>	<ul style="list-style-type: none"> <li>• Describe existing water supplies and the key water supply facilities. These sources include river surface water, ocean water, groundwater, recycled water, wastewater, stormwater, agricultural return water, and interconnections with neighboring systems.</li> <li>• The groundwater-surface water model from the Salinas River Groundwater Basin Investigation will be used as an evaluation tool.</li> <li>• The Carmel River Basin Hydrologic Model (CRBHM) will be used as an evaluation tool.</li> <li>• Consider long term replenishment requirements for Seaside Groundwater Basin</li> <li>• The water rights and/or contracts and historical use for each source will be presented</li> <li>• Quantify stream flows, reservoir storage levels and yield, water quality, and historic flow patterns, flow requirements, including magnitude and timing of release.</li> </ul> <p>Assumptions</p> <ul style="list-style-type: none"> <li>• Urban water demands developed in coordination with the 2015 Urban Water Management Plans being developed by July 1, 2016.</li> <li>• Groundwater usage records have been acquired for the development of the model in the Salinas River Groundwater Basin Investigation and will be used for the DCP in the DCP project area.</li> <li>• CRBHM will have been calibrated by USGS and will be used for the DCP.</li> </ul>

Table 1 Detailed Work Plan

Task	Activities
	<ul style="list-style-type: none"> <li>• Salinas River Groundwater Basin Investigation and Basin Study climate change analysis will be adopted by the DCP for consistency between the studies.</li> <li>• DCP schedule delayed to anticipate data availability given the USGS schedule for the Salinas River Groundwater Basin Investigation.</li> <li>• Coordinated efforts with Basin Study to share water demand information for consistency.</li> </ul>
<p><b>Task 4. Drought Monitoring Process</b></p> <p>Establish a process for monitoring near and long-term water availability, and a framework for predicting the probability of future droughts or confirming an existing drought. Develop a process for the collection, analysis, and dissemination of water availability and other drought-related data. Explain how this data will be used to predict or confirm droughts, including identifying metrics and triggers that may be used to define stages of drought, to trigger mitigation or response actions, and to define the different stages or levels of severity of drought.</p>	<ul style="list-style-type: none"> <li>• Identify drought indicators and trigger levels that are currently being used by each participating agency to signal pending drought conditions and severity.</li> <li>• Summarize current drought monitoring strategies used by each water purveyor.</li> <li>• Develop as necessary specific parameters and triggers to monitor for drought conditions.</li> <li>• Provide recommendations for drought indicators and triggers to use for deciding when a drought starts and when it ends.</li> </ul> <p>Assumptions</p> <ul style="list-style-type: none"> <li>• Coordinate with the Task Force agencies on available definition of drought, current agency approaches to drought prediction and drought data dissemination</li> </ul>
<p><b>Task 5. Vulnerability Assessment</b></p> <p>Evaluate the vulnerability of water supplies to drought and climate change. Describe the reliability and vulnerability of the water supply to seasonal or climatic shortage. Consider a range of future conditions, including the effects of climate change.</p> <p>Describe the severity of consequences for not addressing drought risks to water supplies. Present descriptions of existing or potential risks to human health and safety including water quality risks; endangered, threatened, or candidate species; agricultural water supplies; hydropower production; fish and wildlife habitat; recreation; and any other significant areas of risk. The consequences of seawater intrusion and sea level rise will be evaluated.</p>	<ul style="list-style-type: none"> <li>• Provide an analysis of the drought impacts of climate change and the resulting practical implications for drought planning for the plan area.</li> <li>• Develop one or more synthetic drought scenarios for evaluation with planning tools</li> <li>• Identify impacts to water supplies for a range of possible drought and climate change scenarios.</li> <li>• Review and summarize the climate change work being done by Reclamation, the State of California, and other federal and state agencies.</li> <li>• Summarize the climate change analysis presented in each of the two integrated regional water management plans</li> </ul> <p>Assumptions</p> <ul style="list-style-type: none"> <li>• Key input from Salinas River Groundwater Basin Investigation Analysis of Water Availability – schedule of DCP set based on the modeling results</li> <li>• Coordinate definitions and consequences with Basin Study activities and define the water supply needs</li> </ul>

**Table 1 Detailed Work Plan**

Task	Activities
<p><b>Task 6. Mitigation Actions</b></p> <p>Identify, evaluate, and prioritize mitigation actions and activities that will build long-term resiliency to drought, mitigate the risks posed by drought, decrease sector vulnerabilities, and reduce the need for response actions. Identify drought actions, responses, programs, and strategies. Consider the best way to equitably allocate drought water resources to the various types of water needs. Provide recommendations to improve the consistency of the region’s drought response.</p> <p>Other regionally significant objectives defined by the stakeholder process will be considered that may be incorporated into the above objectives or stated as additional objectives such as enhanced groundwater replenishment, river restoration, and mitigating seawater intrusion.</p> <p>For the short list of potential drought mitigation projects, describe each mitigation project and how the identified project would address the existing or potential drought risks and develop cost estimates.</p> <p>Describe:</p> <ul style="list-style-type: none"> <li>• The benefits that are expected to result from implementing the projects based on whether the projects will result in benefits to the health and safety of people and fish and wildlife and the environment.</li> <li>• The benefits that are not captured above including projects that support agriculture, promote and encourage collaboration among parties, prevent a water-related crisis or conflict, and facilitate the voluntary sale, transfer or exchange of water.</li> <li>• How the identified projects have a nexus to Reclamation project activities.</li> <li>• Define the steps that are required for implementing the identified projects, including developing an estimated project schedule for implementing each project.</li> <li>• Describe the magnitude of the impacts if the identified projects are not implemented including economic, social, public health, and number of people impacted by the risks.</li> </ul>	<ul style="list-style-type: none"> <li>• Review, compare, and summarize the staged demand reduction program used by each participating agency. Identify and evaluate potential additional responses for use at each stage of drought.</li> <li>• Identify potential mitigation projects that would build long-term resilience to drought and reduce the need for emergency response actions. Work with the participating agencies to include projects that have been previously identified and discussed, regardless of the level of planning and development that has been done to date.</li> <li>• Evaluate the projects using screening criteria and develop a short list of the best projects, mitigation actions, and response actions and their associated triggers.</li> <li>• Identify screening criteria including anticipated drought supply amounts, cost, sustainability, legal and contractual issues, policy synergism, reliability history, and ease of implementation. This criteria list will be compiled into a matrix of criteria with weighting factors and used to screen potential response actions and mitigation actions</li> <li>• Projects will be selected that accomplish one or more of the following objectives:             <ul style="list-style-type: none"> <li>– increase the reliability of water supply and sustainability;</li> <li>– improve water management and/ or decrease consumptive use;</li> <li>– expand beneficial reuse of municipal wastewater, dry weather storm drain flows, and agricultural runoff;</li> <li>– implement systems to facilitate voluntary sale, transfer, or exchange of water;</li> <li>– provide benefits for fish and wildlife and the environment; and</li> <li>– mitigate poor water quality caused by drought</li> </ul> </li> </ul> <p><b>Assumptions</b></p> <ul style="list-style-type: none"> <li>• Early activities coordinating with MPWMD and County of Monterey to identify potential projects to address water shortages in North Monterey County from past studies and ongoing activities.</li> <li>• Following completion of analysis by Salinas River Groundwater Basin Investigation and the definition of vulnerability develop of list of potential mitigation actions</li> <li>• Develop a DCP- Basin Study- Monterey County Study team to address the mitigation actions including linkages beyond the DCP boundaries</li> <li>• Provide mitigation action alternative information to the County of Monterey for evaluation of alternatives using the model from the Salinas River Groundwater Basin Investigation</li> <li>• Output from models used for both the DCP and the Basin Study</li> </ul>

Table 1 Detailed Work Plan

Task	Activities
<p><b>Task 7. Response Actions</b> Identify, evaluate, and prioritize drought response actions and activities that can be implemented quickly during a drought to mitigate the impacts and provide rapid benefits. Establish a staged approach to implementation. Develop bundles of response actions that would be implemented at each stage.</p>	<ul style="list-style-type: none"> <li>• Define the stages of drought when the response actions are triggered to manage the limited supply and decrease the severity of immediate impacts.</li> <li>• Estimate the expected ability each stage of response actions are expected to have on reducing water demands on a temporary basis.</li> <li>• Consider water savings, lead time to activate response actions, costs, and procedural requirements for implementation</li> </ul> <p>Assumptions</p> <ul style="list-style-type: none"> <li>• Coordinated activities with the Task Force agencies</li> </ul>
<p><b>Task 8 Administrative and Organizational Framework</b> Develop an operational and administrative framework to identify who is responsible for undertaking the actions necessary to implement each element of the plan, including communicating with the public about those actions.</p>	<ul style="list-style-type: none"> <li>• Identify roles, responsibilities, and procedures necessary to conduct drought monitoring, initiate response and mitigation actions, and update the DCP.</li> <li>• The organizational structure currently used by each of the participating agencies to respond to a drought will be reviewed, and updated if appropriate. This includes elements such as the establishment of a described water shortage response team, public information, interagency coordination, staffing, costs, communications, and drought response actions.</li> <li>• The participating agencies process for the development of the DCP will consist of having: <ul style="list-style-type: none"> <li>– Regular progress meetings,</li> <li>– Providing status reporting,</li> <li>– Conducting workshops.</li> </ul> </li> <li>• Stakeholders will be engaged through Drought Summit Workshops and other Outreach Tactics and Tools described in the Communications and Outreach Plan</li> </ul> <p>Assumptions</p> <ul style="list-style-type: none"> <li>• Details of stakeholder communications are in the Communication and Outreach Plan</li> <li>• Coordinated “Participating Agency” meetings with Basin Study and Monterey County Inter-Agency Drought Task Force</li> <li>• Work with MPWMD and Task Force agencies to develop conceptual</li> </ul>
<p><b>Task 9. Update Process</b> Describe a process and schedule for monitoring, evaluating, and updating the DCP.</p>	<ul style="list-style-type: none"> <li>• Develop an organizational framework and process to routinely update the DCP.</li> <li>• Develop guidelines to use to determine the triggers to identify when an update should be done.</li> <li>• Coordinate with Task Force agencies</li> </ul>

Table 1 Detailed Work Plan

Task	Activities
<p><b>Task 10. Drought Contingency Plan Document</b> Summarize all task efforts and findings into a DCP document. Prepare the DCP document and associated appendices, maps, figures, tables, and computer models.</p>	<ul style="list-style-type: none"> <li>• Submit first draft of the DCP for review and comment.</li> <li>• Submit second draft of the DCP for review and comment.</li> <li>• Based on the results of agency input, a final submittal will be prepared.</li> <li>• Twenty copies of each submittal, as well as one electronic/digital copy, will be provided</li> </ul>
<p><b>Task 11. Project Management</b> Provide monthly updates of project status, issues, and concerns. Maintain project schedule. Conduct project progress meetings once per month with senior staff. Provide weekly email project status reports. Provide project documentation, quality control checks on project deliverables, management of progress against budget and schedule commitments, and submittal of monthly invoices and monthly project status reports.</p>	



## DCP Schedule

The DCP schedule is coordinated with the Salinas & Carmel River Basins Study and the Salinas River Groundwater Basin Investigation currently being conducted by Monterey County using the USGS. Key data regarding demands and supplies are needed from the County's groundwater model to both the DCP and the Basin Study as shown in Figure 3. Key points of coordination needed between the DCP and the Basin Study are illustrated in Table 2:

Table 2. Key Points of Coordination		
DCP Task	Basin Study Task	Comments
1 Initial Planning Steps	1. Study Work Plan	Coordinated schedules, coordinated stakeholder processes
5. Vulnerability Assessment	5. System Reliability Analysis	Common definition of the water needs
6. Mitigation Actions	6. Alternatives Development and Evaluation	Interrelated potential projects to address the water needs. Coordinated evaluation of alternatives
8. Admin & Organizational Framework	Stakeholder Processes	Coordinated and consistent public information processes and stakeholders

Figure 3 shows the DCP 2 year program and linkages to the Salinas & Carmel Rivers Basin Study and the Salinas River Groundwater Basin Investigation.



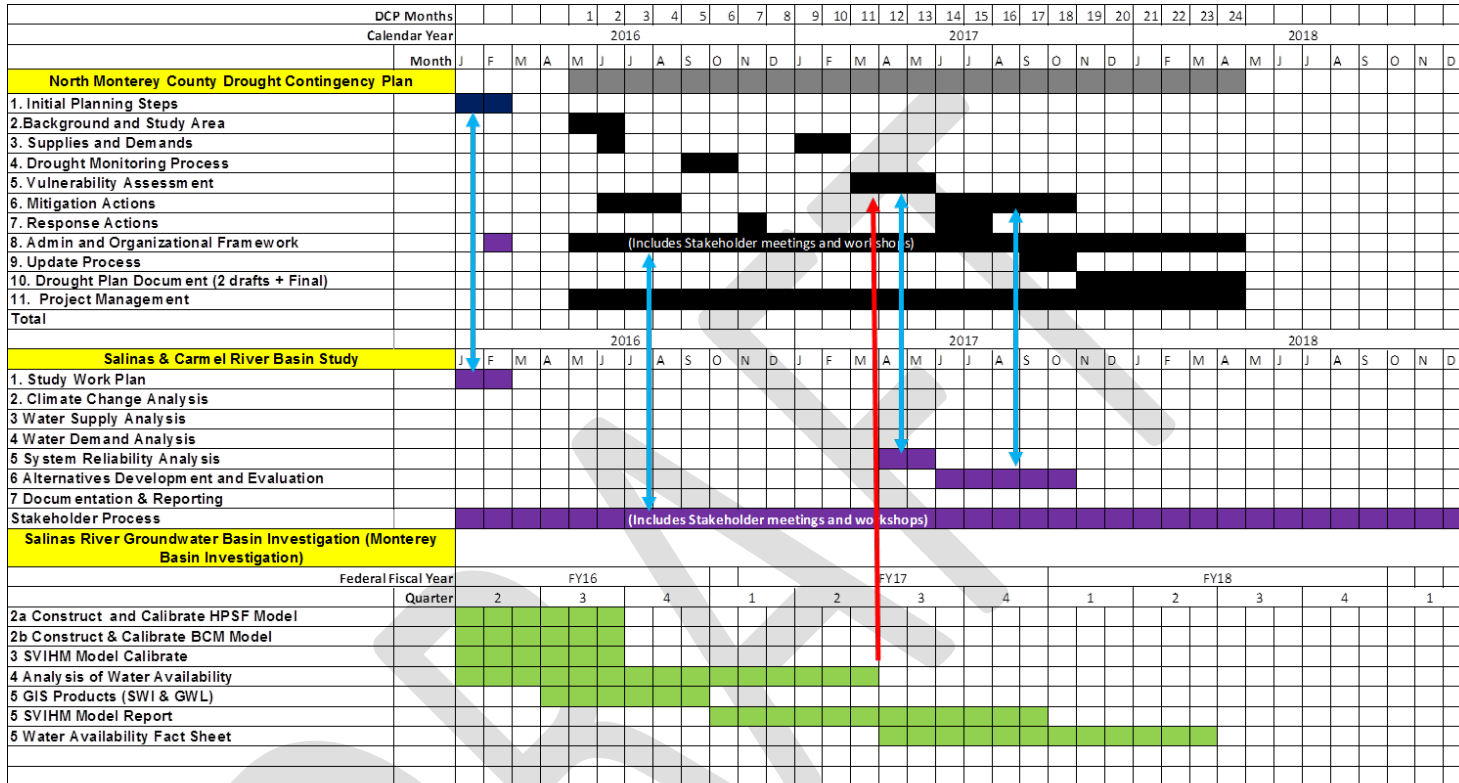


Figure 3. DCP, Basin Study and Salinas River Groundwater Basin Investigation Coordinated Schedules

## DCP Budget

### Agency Costs

Monterey Peninsula Water Management District administration will include an allocation of up to seven staff members with some level of responsibility in each of Tasks 1 through 11. The General Manager, David Stoldt, will have Program Manager responsibility. However, as shown in Table 3 other staff will have additional responsibilities receiving and administering federal grant funds, regular conference calls and meetings, contract consultant management, budget and schedule tracking, performance and documentation of project progress and success, overseeing and advising on technical complexities and local data needs, reviewing contracted work product. MPWMD staff will coordinate the other public agencies comprising the Drought Contingency Plan Task Force, the Advisory Committee, and the Outreach Group.

Key MPWMD employees are as follows:

- General Manager: David Stoldt
- District Engineer and Planning and Engineering Manager: Larry Hampson
- Water Demand Manager: Stephanie Locke
- Water Resources Manager: Joe Oliver
- Senior Hydrologist: Jonathon Lear
- Water Project Manager: Currently being hired
- Administrative Services: Suresh Prasad

Employee tasks, hours, labor rates, and fringe rates have been clearly shown in the Table 3 Budget Proposal. Travel, equipment, materials, and supplies, as well as indirect costs, have been budgeted at zero dollars. In the event such out-of-pocket costs occur, MPWMD will absorb them with no offset from federal monies received.



## Contractual Costs

The costs shown in Table 4 below reflect the consulting team to be competitively selected to conduct the Drought Contingency Plan tasks as identified.

Table 4 Contracted Costs										
Task	Subtask	Engineering Consultant	Public Involvement Consultant	Planning Consultant	Donald Wilhite Senior Researcher	Labor Hours	Labor Cost	Materials and Travel	Total by Subtask	
<b>1. Initial Planning Steps</b>	001	Drought Planning Task Force	4	32	4	4	44	\$8,332	\$2,425	\$10,757
	002	Detailed Work Plan	36		8	16	60	\$13,754	\$2,009	\$15,763
	003	Communication and Outreach Plan	4	46	4	4	58	\$10,942	\$734	\$11,676
<b>2. Background and Study Area</b>	001	Study Area	18				18	\$3,764	\$0	\$3,764
	002	Background	16				16	\$3,736	\$0	\$3,736
	003	Review Plans	16				16	\$3,614	\$0	\$3,614
	004	Drought History	8				8	\$2,021	\$0	\$2,021
<b>3. Supplies and Demands</b>	001	Review Data and Models	8				8	\$2,143	\$0	\$2,143
	002	Surface Water Supplies	12				12	\$2,077	\$0	\$2,077
	003	Groundwater Supplies	4				4	\$1,011	\$0	\$1,011
	004	Other Supply Sources	24				24	\$5,351	\$0	\$5,351
	005	Urban Demands	12				12	\$2,077	\$0	\$2,077
	006	Ag and Other Demands	12		8		20	\$3,677	\$80	\$3,757
	007	Conservation Programs	12		8		20	\$3,677	\$80	\$3,757
	008	Supply to Demand Comparison	28				28	\$4,736	\$0	\$4,736
<b>4. Drought Monitoring</b>	001	Drought Indicators	34				34	\$6,312	\$0	\$6,312
	002	Drought Triggers	42				42	\$7,378	\$0	\$7,378
<b>5. Vulnerability Assessment</b>	000	Assess Supply Vulnerability	32				32	\$7,229	\$0	\$7,229
	000	No Action Consequences	34				34	\$6,312	\$0	\$6,312
	000	Climate Change Impacts	44				44	\$9,259	\$0	\$9,259
<b>6. Mitigation Actions</b>	001	Drought Mitigation Measures	40				40	\$8,295	\$700	\$8,995
	002	Initial List of Drought Projects	50		8		58	\$12,557	\$80	\$12,637
	003	Short List of Drought Projects	84		8		92	\$19,657	\$780	\$20,437
	004	Benefits of Projects	50		16		66	\$14,157	\$160	\$14,317
	005	Implementation	38				38	\$7,804	\$0	\$7,804
<b>7. Response Actions</b>	001	Response Actions	40				40	\$8,822	\$0	\$8,822
<b>8. Admin and Organizational Framework</b>	001	Drought Response Organization	12	22		8	42	\$8,134	\$277	\$8,411
	002	Participating Agencies Process	50	92	56		198	\$39,402	\$11,020	\$50,423
	003	Stakeholder Process	48	140	24		212	\$39,203	\$5,533	\$44,737
<b>9. Update Process</b>	001	Default Task	30				30	\$6,738	\$0	\$6,738
<b>10. Drought Plan Document</b>	001	First Draft	156	8	40	4	208	\$36,335	\$1,140	\$37,475
	002	Second Draft	102	2	8	2	114	\$20,513	\$100	\$20,613
	004	Final Report	64	2	8	2	76	\$14,111	\$1,252	\$15,363
<b>11. Project Management</b>	001	Project Management	120	4			124	\$27,327	\$739	\$28,066
	002	Meetings	64	6			70	\$17,057	\$8,315	\$25,372
<b>Total</b>			1348	354	200	40	1942	\$387,516	\$35,423	\$422,939

# North Monterey County Drought Contingency Plan Communication and Outreach Plan

## Geographic Project Area and Community Overview

This Communication and Outreach Plan describes how stakeholders and the general public will be informed of and involved in the planning process, including providing input on the drafting of the Drought Contingency Plan (DCP) and providing feedback to the Task Force.

## Study Overview

The DCP Communication and Outreach Plan coincides with the DCP Detailed Work Plan and elaborates on DCP Tasks 1.1, 1.3, and 8.

- Appoint and describe Drought Task Force (*Underway*)
- State purpose and objective

Develop a process to identify appropriate stakeholders and interested parties who would contribute to the process by participating. Potential stakeholders include water agencies, County agencies, business groups, agricultural groups, property owners, environmental groups, and special interest groups, such as the Salinas Valley Water Coalition and the Grower–Shipper Association.

## Study Audience and Participants

- Key Stakeholders
- General Public

## Outreach Goals

The purpose of this effort is to build understanding, involvement, and support for drought contingency planning throughout the defined affected region.

The Task Force will coordinate, gather data from existing sources, and make initial planning decisions to be vetted by various stakeholders and the North County communities through a series of collaborative activities.

At various intervals during the process, data collection and assessment will reach plateaus or milestones. These are opportune times in the process where key stakeholders and the general public could be briefed on the status of assessments and provide comment and input to the Task Force. These intervals in the process may be difficult to initially pinpoint but it is anticipated that 3 “Drought Summit Workshops” could occur during the process as identified in the later section “Opportunities for Providing Input - Public Involvement Workshops”.

## Internal Engagement: Drought Task Force

The Task Force will be convened for a kickoff workshop to introduce team members, project purpose, scope, schedule, and committee operating guidelines. The kickoff workshop will solicit and document stakeholder issues and values pertaining to drought management and risk levels that will serve as guiding principles throughout the project.

## External Engagement

- Stakeholders
- Public

It is essential for Task Force members to identify citizen groups (stakeholders) that have a stake in drought contingency planning, and to understand their interests (environmental, civic, agricultural, etc.). These groups will be involved early and continuously in the interest of fair representation and effective drought management and planning. Opportunities to discuss and understand diverse viewpoints will be an integral part of the process. It is envisioned that the series of stakeholder forums will have a unique, memorable name such as the “Drought Summit Series.”

- Assist with coordinating and conducting a total of three Drought Summit Series workshops. Assist with promoting the workshops and inviting stakeholders. Provide workshop agendas and handout materials as necessary including summaries of existing policies and industry examples. Prepare a summary documenting the meeting discussions and outcomes.
- Task Force Meetings
  - Participation
  - Feedback/Input
  - Venues
- Public Meetings
  - Participation
  - Feedback/Input
  - Venues

## Outreach Tactics and Tools

Once the Task Force is formed, kickoff activities will include a summit session to define the objectives, timeline, and financial obligations of each participating agency and/or organization represented. This session will include a focus on desired outcomes and key milestones to be achieved.

A series of relevant topical Workshops or Public Informational Meetings will be developed to inform and involve stakeholders, the public, and media (Drought Summit Series). Topics would be determined by the Task Force based on informational objectives identified to reach key milestones. Outcomes of each topical Workshop will be documented and provided to the Task Force and public/stakeholders.

## Outreach Tools

**Notification/Announcements.** Possible subjects for the Drought Summit Series stakeholder workshops include: criteria for defining water shortages, potential actions in advance of water shortage, priorities of water use, classes of customers, nonessential uses, environmental (instream flows), recreational needs, and overall drought equity issues.

- Prepare announcements and distribute via email and social media.
- Prepare advertisements for general public awareness of the Drought Summit Series workshops for print and digital media distribution

## Informational Materials

Providing information to and receiving input from community members will be critical as well. For simplification, the following list of activities is categorized, though there is overlap between some of the categories and actions.

- Web activities: expand existing Monterey Peninsula, Carmel Bay, and South Monterey Bay Integrated Regional Water Management ([www.mpirwm.org](http://www.mpirwm.org)) websites to include pages with DCP project-related information, maps, data, and contact information.
  - Provide guidance on functionality for ease of use by a variety of potential participants/users.
  - Password-protected pages could be incorporated that house modelling information, GIS functions, and information being developed and shared by team members but not yet ready for release to broader audiences.
  - Once information is ready for broader publication it can move to common access areas of these web pages.
- Written communications: produce and distribute email updates, informational project fact sheet, and press releases.
- Initiate articles for appropriate newspapers and other publications and websites.
- As appropriate, arrange for face-to-face activities including personal briefings with small stakeholder groups, presentations at neighborhood meetings, and offer presentations via a speaker's bureau.
- Assist the project team with creating PowerPoint presentations and other informational materials for public workshops and Task Force meetings.
- Use social media tools (Twitter, Facebook) and email to generate community interest and direct the public and stakeholders to project-related web resources.

## Study Participant Database

Utilize a contact management database to track and provide segmentation of the various participants, stakeholders, and stakeholder groups in order to direct targeted communications as appropriate. Such a tool provides for tracking of which stakeholders attend which meetings, who was sent information, and who may have issues that need to be tracked and/or addressed over time.

Create segmented classifications per stakeholder audience definitions for contact management, mailing lists, and email broadcasts. Maintain and manage customer contact records, mailing lists, and email lists on an on-going basis. Manage data security, integrity, and data hygiene. Maintain database, coordinate updates, and make modifications to system as needed

## Measurements of Success

Establish agreed-upon indicators of successful community and stakeholder outreach efforts.

Measurements can document outreach effectiveness to audiences and can be conducted in several ways, for example:

- Audience/participant comments gathered at meetings, workshops, speaker's bureau presentations, and community events.

- General comments registered by the public through the website, and received via email.
- Number of letters received from local agencies and stakeholder groups.
- Measure traffic on project web pages and responses on social media.

### Opportunities for Providing Input - Public Involvement Workshops

The DCP is part of a multi-agency effort. Input opportunities for stakeholders and the public can occur throughout the process but we anticipate 3 key workshops where collated data is at a point where weighing viewpoints and gathering input is valuable.

The Drought Summit Workshop will focus on 3 areas (potential dates of the summits are shown:

1. Discuss preliminary supply & demand and identification of potential mitigation options to be addressed. Receive any additional potential mitigation options to have a complete list. Discuss goals, objectives and measures of success for screening mitigation actions  
July 2016
2. Discuss the definition of vulnerability and define the needs to be addressed with mitigation actions  
April 2017
3. Discuss early results of mitigation action screening and receive input to adjust analysis as needed. September 2017

### Coordination with Basin Study Plan Activities

The next few pages outline how the DCP efforts could potentially interface with the broader Salinas and Carmel River Basin Study (Basin Study) plan.

Coordinate with Reclamation regarding the interface of the DCP and the Basin Study:

- Coordinate public outreach process when possible between both activities; meetings, social media outreach tools, and associated stakeholder contact database management software
- Webpage management could address both Reclamation and local participating agency requirements
- Coordinate technical products sharing with public outreach processes between the DCP and the Basin Study

#### Communication Plan Outlines - Depicting Potential Overlaps and Differences

DCP	Basin Study	Comments
<p><b>Geographic Project Area and Community Overview</b></p> <p>Prepare a communication and outreach plan that provides an explanation of how stakeholders and the public will be involved in the planning process, including providing input on the drafting of the Drought Contingency Plan and providing feedback to the Task Force.</p>	<p><b>Geographic Project Area and Community Overview</b></p> <p>(State the problem)</p>	<p>Parallel activities that need to link directly at the geographic overlap of the project areas</p>



Communication Plan Outlines - Depicting Potential Overlaps and Differences		
DCP	Basin Study	Comments
<b>Study Overview</b> (Performance Work Statement and Plan of Study or Approach)	<b>Study Overview</b> (Performance Work Statement and Plan of Study or Approach)	
- Appoint and describe Drought Task Force		
- State purpose and objective		
Develop a process to identify and contact stakeholders. Potential stakeholders include water agencies, County agencies, business groups, homeowners, environmental groups, and citizens groups, such as the Salinas Valley Water Coalition and the Grower–Shipper Association.		
<b>Study Audience and Participants</b>	<b>Study Audience and Participants</b>	Develop total list of stakeholders in the Basin Study Area with notation of those also in the DCP area. Use of a Contact Manager database will help to manage this.
Key Stakeholders	Cost Share Partners	
Public	Stakeholders	
	Public	
<b>Outreach Goals</b> Informing participant, stakeholders and public through-out the process steps. Explain informational gaps. And once drought plans are created inform and educate stakeholders and public about them.	<b>Outreach Goals</b> (list primary goals/ objectives)	Illustrate the goals and activities that are consistent between the projects and those that are not. See the attached comparison of project tasks to the right
<b>Internal Engagement</b>	<b>Internal Engagement</b>	Some common agencies - Learn what each is doing: their roles, their reach, etc.
<b>Drought Task Force</b>	<b>Project Steering Team</b> List Tentative Dates	Develop process for consistency of message and accuracy of common and different activities between the studies.
	<b>Executive Committee</b> List Tentative Dates	
The Task Force will be convened for a kickoff workshop to introduce team members, project purpose, scope, schedule, and committee operating guidelines. The kickoff workshop will solicit and document stakeholder issues and values pertaining to drought management and risk levels that will serve as guiding principles throughout the project.		

Communication Plan Outlines - Depicting Potential Overlaps and Differences		
DCP	Basin Study	Comments
<b>External Engagement</b>	<b>External Engagement</b>	
It is essential for Task Force members to identify citizen groups (stakeholders) that have a stake in drought contingency planning, and to understand their interests (environmental, civic, agricultural, etc.). These groups will be involved early and continuously in the interest of fair representation and effective drought management and planning. Opportunities to discuss and understand diverse viewpoints will be an integral part of the process. It is envisioned that the series of stakeholder forums will have a unique, memorable name such as the "Drought Summit Series."		Combine and coordinate external meetings to the extent that stakeholder organizations can come together in appropriate geographic areas and in time frames that coincide with key study milestones. Acknowledge some meetings may have to be held separately.
Conduct a total of three Drought Summit workshops. Provide meeting agenda and handout materials as necessary including summaries of existing policies and industry examples. Prepare memorandum documenting the meeting discussions.		The capabilities of the coordinators is key to bringing this all together.
<b>Task Force Meetings</b>	<b>Technical Advisory Group Meetings</b>	Some common members - Maximize involvement of key decision makers.
Participation	Participation	
Feedback/ Input	Feedback/ Input	
Venues	Venues	
<b>Public Meetings</b>		Some common members
Participation		
Feedback/ Input		
Venues		
<b>Outreach Tactics and Tools</b>	<b>Outreach Tactics and Tools</b>	
Once the Task Force is formed kickoff activities will include defining the objectives, timeline and financial obligations of each participating agency and/or organization represented.		May be several opportunities to combine efforts. Combine and coordinate tactics and tools when and where appropriate.
A series of relevant topical Workshops or Public Informational meetings will be developed to inform stakeholders, the public and media alike. Topics would be determined by the Task Force based on informational objectives needed to reach key milestones. Outcomes of each topical Workshop will be feedback to the Task Force.		

<b>Communication Plan Outlines - Depicting Potential Overlaps and Differences</b>		
<b>DCP</b>	<b>Basin Study</b>	<b>Comments</b>
<b>Notification/Announcements</b>	<b>Notification/Announcements</b>	
Possible subjects for the stakeholder workshops include criteria for defining water shortages, potential actions in advance of water shortage, priorities of water use, classes of customers, nonessential uses, environmental (instream flows), recreational needs, and overall drought equity issues.	Use periodic email broadcasts to keep all audience segments informed. These would be monthly, bi-monthly or quarterly but always consistent. During dormant informational periods we provide updates on what research, modeling or studies are underway.	Notifications could be cross coordinated whenever possible.
<b>Announcements Email/Mailers/Twitter</b>	<b>Announcements Email/Mailers/Twitter</b>	Similar for each
<b>Advertisements Print &amp; Digital</b>	<b>Advertisements Print &amp; Digital</b>	Similar for each
<b>Informational Materials</b>	<b>Informational Materials</b>	
Providing information and receiving input from various community members will be critical as well. For simplification, the following list of activities is categorized, though there is overlap between some of the categories and items.		Similar process for each.
Web activities: Expand existing Monterey Peninsula, Carmel Bay, and South Monterey Bay Integrated Regional Water Management ( <a href="http://www.mpirwm.org">www.mpirwm.org</a> ) website to include pages with DCP project related information, maps and data. Provide guidance on functionality for ease of use by a variety of potential participant users.	Web activities: Expand existing Monterey Peninsula, Carmel Bay, and South Monterey Bay Integrated Regional Water Management ( <a href="http://www.mpirwm.org">www.mpirwm.org</a> ) website to include pages with DCP project related information, maps and data. Provide guidance on functionality for ease of use by a variety of potential participant users.	Similar for both efforts. Assumes Project Website will be hosted, managed and maintained by Reclamation Staff but outreach team will provide guidance for organizing information and provide content as appropriate.
<b>Written communication</b> Activities include e-mail updates, informational materials, newspaper articles and press releases		Similar for each.
<b>Face-to-Face</b> Activities include one-to-one briefings, small group/round table discussions, neighborhood meetings, formal presentations, speakers bureau, and facility tours		May not be appropriate for both
<b>Use of Social Media</b> To direct stakeholders to project-related web pages/website		May not be appropriate for both

<b>Communication Plan Outlines - Depicting Potential Overlaps and Differences</b>		
<b>DCP</b>	<b>Basin Study</b>	<b>Comments</b>
<b>Study Participant Database</b>	<b>Study Participant Database</b>	
Utilize a contact manager database to track and segment the various stakeholders and stakeholder groups. Such a tool allows tracking who comes to which meeting, who was sent information and who had issues that needed to be tracked over time.	Utilize a contact manager database to track and segment the various stakeholders and stakeholder groups. Such a tool allows tracking who comes to which meeting, who was sent information and who had issues that needed to be tracked over time.	One overall database indicating which project they participate in, mtgs attended, documents received, correspondence, etc.
<b>Roles and Responsibilities</b>	<b>Roles and Responsibilities</b>	Possible to merge the communications into single documents to clearly indicate Reclamation funded activities benefiting the Basins?
<b>Email/Mailers to Stakeholder Database</b>	<b>Email/Mailers to Stakeholder Database</b>	
<b>Advertisements</b>	<b>Advertisements</b>	
<b>Media Relations</b>	<b>Media Relations</b>	
<b>Measurements of success</b>	<b>Measurements of success</b>	
Establish agreed upon indicators	Establish agreed upon indicators	<p>Measurements help note progress and can acknowledge achievement of objectives</p> <ul style="list-style-type: none"> <li>• This plan can identify specific measurements in each tactical section. Other opportunities for measuring success include:</li> <li>• Media coverage is balanced and accurate.</li> </ul> <p><b>Counting the numbers</b></p> <ul style="list-style-type: none"> <li>• Attendance at various stakeholder and public meetings and presentations, and community events. Results of this data, including monitoring and documenting oral comments received at each activity, could be compiled in a summary report.</li> <li>• Quantity of letters of support received from local agencies and stakeholder groups.</li> <li>• Quantity of public input via phone calls, email through the website and various social media platforms.</li> </ul>

## ADMINISTRATIVE COMMITTEE

### 6. DECLARATION OF SURPLUS ASSETS

<b>Meeting Date:</b>	<b>March 14, 2016</b>	<b>Budgeted:</b>	<b>N/A</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>N/A</b>
<b>Prepared By:</b>	<b>Cynthia Schmidlin</b>	<b>Cost Estimate:</b>	<b>N/A</b>

**General Counsel Approval:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on March 14, 2016 and recommended \_\_\_\_\_.

**CEQA Compliance:** N/A

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**SUMMARY:** In accordance with Article 16, Section 6 of the California Constitution, the District, as a public entity, may dispose of property that it no longer needs provided that such property is transferred for fair and adequate value. The District may establish its own internal controls to ensure that value is accurately assessed. In the event the excess property has no value, the District may establish its own rules and protocol for disposal. On July 21, 2003, the Board of Directors adopted a Policy Regarding Disposal of Surplus Property. The guidelines set forth in the District's policy state that Surplus District property that is determined to have no value may be donated to a non-profit organization that is willing to accept it or disposed of at a landfill or by other appropriate manner. The following items have been determined to be of no value.

#### Decommissioned Computer Equipment

<u>White-Box Computer</u>	<u>NONE</u>
<u>UPS SU1460RMXLNET</u>	<u>US0110006411</u>
<u>UPS - 800RT</u>	<u>P89037405</u>
<u>UPS - SUA 1500</u>	<u>AS0938330454</u>
<u>MSI Computer</u>	<u>Z050100354</u>
<u>APC BackUPS-CS350</u>	<u>BB0705042703</u>
<u>APC BackUPS BR900</u>	<u>5B0745U06800</u>
<u>Staff Workstation</u>	<u>CJM20080701-16</u>
<u>Staff Workstation</u>	<u>CJM20080701-05</u>
<u>Staff Workstation</u>	<u>CJM20080701-11</u>
<u>Staff Workstation</u>	<u>CJM20080701-07</u>
<u>Staff Workstation</u>	<u>CJM20080701-10</u>
<u>Staff Workstation</u>	<u>CJM20080701-14</u>
<u>Envision 17" Monitor</u>	<u>27958JA004423</u>
<u>Staff Workstation</u>	<u>CJM20080701-13</u>
<u>Staff Workstation</u>	<u>CJM20080701-12</u>
<u>Staff Workstation</u>	<u>CJM20080701-19</u>
<u>LG 15" Monitor</u>	<u>406MXVW060407</u>
<u>PLANAR 15" Monitor</u>	<u>23L22200781</u>

**RECOMMENDATION:** Declare the listed items as surplus assets to be donated to the Monterey Regional Waste Management District's Last Chance Mercantile for either resale or disposal.

**EXHIBITS**

None

**ADMINISTRATIVE COMMITTEE****7. DISCUSS FINANCE PLAN FOR UTILIZATION OF USER FEE AND WATER SUPPLY CHARGE FUNDS**

<b>Meeting Date:</b>	<b>March 14, 2016</b>	<b>Budgeted:</b>	<b>N/A</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>N/A</b>
<b>Prepared By:</b>	<b>David J. Stoldt</b>	<b>Cost Estimate:</b>	<b>N/A</b>

**General Counsel Review: N/A**

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This is a discussion item only. No action is to be taken by the Committee. Please refer to **Exhibit 7-A**, User Fee and Water Supply Charge 10 Year Forecast. General Manager Stoldt will lead the discussion and provide more details at the meeting.

**EXHIBIT**

**7-A** User Fee and Water Supply Charge 10 Year Forecast





**MPWMD**  
**User Fee and Water Supply Charge**  
**10 Year Forecast**  
**Scenario: No attempt to reduce shortfalls**

	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
<b>GENERAL USER FEE PROGRAMS</b>								
<b>Sources</b>								
Estimated Cal-Am Revenue (Note 1)	57,000,000	58,710,000	60,471,300	103,285,439	106,384,002	109,575,522	112,862,788	116,248,672
Less Undercollection at 11%	50,730,000	52,251,900	53,819,457	91,924,041	94,681,762	97,522,215	100,447,881	103,461,318
Potential General (7.125%) User Fee	3,614,513	3,722,948	3,834,636	6,549,588	6,746,076	6,948,458	7,156,912	7,371,619
<b>Uses</b>								
Mitigation Program (Note 2)	2,580,129	2,631,732	2,684,366	2,738,054	2,792,815	2,848,671	2,905,644	2,963,757
Conservation Surcharge Program (Note 2)	300,000	306,000	312,120	318,362	324,730	331,224	337,849	344,606
Water Demand Database Replacement	600,000							
Drought Contingency Plan Grant	125,000	100,000						
Sleepy Hollow Intake Project	-	200,000	-	-	-	-	-	-
Total Uses	3,605,129	3,237,732	2,996,486	3,056,416	3,117,544	3,179,895	3,243,493	3,308,363
Excess/(Shortfall)	9,383	485,216	838,150	3,493,172	3,628,531	3,768,563	3,913,418	4,063,256
<b>ASR USER FEE PROGRAMS</b>								
<b>Sources</b>								
Potential ASR (1.20%) User Fee	608,760	627,023	645,833	1,103,088	1,136,181	1,170,267	1,205,375	1,241,536
<b>Uses</b>								
ASR - Phase 1 (Note 3)	505,000	22,000	11,680	11,914	12,152	12,395	12,643	12,896
ASR - Future Phases (Note 4)	50,000	50,000		260,000	260,000	520,000	520,000	520,000
Rabobank Loan Debt Service	230,000	230,000	230,000	230,000	230,000	230,000	230,000	230,000
Rabobank Loan Sinking Fund (Note 5)			504,738	504,738	504,738	504,738	504,738	504,738
Total Uses	<u>785,000</u>	<u>302,000</u>	<u>746,418</u>	<u>1,006,652</u>	<u>1,006,890</u>	<u>1,267,133</u>	<u>1,267,381</u>	<u>1,037,634</u>
Excess/(Shortfall)	(176,240)	325,023	(100,585)	96,437	129,291	(96,866)	(62,006)	203,902
<b>WATER SUPPLY PROGRAMS</b>								
<b>Sources</b>								
Water Supply Charge	3,400,000	3,400,000	3,400,000	3,400,000	3,400,000	3,400,000	3,400,000	3,400,000
<b>Uses</b>								
Repay Reserves used for GWR	335,000	335,000	335,000					
Groundwater Replenishment Project	1,200,000	400,000						
GWR Operating Reserve (Note 6)			894,000	223,500	223,500	223,500		
GWR Drought Reserve (Note 7)				217,242	217,242	217,242	217,242	217,242
Cal-Am Desalination	510,000	400,000						
Local Water Projects	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Carmel River/Los Padres (Note 8)	400,000	500,000	350,000	100,000	50,000	50,000	50,000	50,000
Water Allocation Process		900,000	400,000					
Water Supply Staff	1,152,000	1,175,040	1,198,541	1,222,512	1,246,962	1,271,901	1,297,339	1,323,286
Services and Supplies	<u>477,600</u>	<u>487,152</u>	<u>496,895</u>	<u>506,833</u>	<u>516,970</u>	<u>527,309</u>	<u>537,855</u>	<u>548,612</u>
Total Uses	4,274,600	4,397,192	3,874,436	2,470,087	2,454,673	2,489,952	2,302,436	2,339,140
Excess/(Shortfall)	(874,600)	(997,192)	(474,436)	929,913	945,327	910,048	1,097,564	1,060,860
<b>SUMMARY</b>								
Total Revenues Available	7,623,273	7,749,971	7,880,470	11,052,676	11,282,257	11,518,724	11,762,286	12,013,155
Total Uses	8,664,729	7,936,924	7,617,340	6,533,154	6,579,108	6,936,980	6,813,310	6,685,137
Excess/(Shortfall)	(1,041,457)	(186,953)	263,130	4,519,522	4,703,149	4,581,744	4,948,976	5,328,018

## NOTES:

- (1) Assumes 3.0% annual growth and \$41 million addition in 2020
- (2) Assumes 2.0% annual growth
- (3) Current draft of Seaside lease agreement
- (4) 2 well pairs; 1 in 2019, 1 in 2021; Does not include Carmel Valley well capacity
- (5) \$3,105,159 due in 2023
- (6) \$894 per AF @1000 AF in year 1; @250 AF per year three years after
- (7) \$894 per AF @243 AF/yr for 5 years
- (8) IFIM and GSFlow; Insurance; No capital included

3/9/2016

<u>2025</u>	<u>2026</u>
119,736,132	123,328,216
106,565,157	109,762,112
7,592,767	7,820,550
3,023,032	3,083,493
351,498	358,528
-	-
3,374,530	3,442,021
4,218,237	4,378,530
1,278,782	1,317,145
13,154	13,417
520,000	520,000
<u>533,154</u>	<u>533,417</u>
745,628	783,729
3,400,000	3,400,000
200,000	200,000
50,000	50,000
1,349,752	1,376,747
<u>559,585</u>	<u>570,776</u>
2,159,336	2,197,523
1,240,664	1,202,477
12,271,549	12,537,696
6,067,020	6,172,960
6,204,529	6,364,736

## ADMINISTRATIVE COMMITTEE

### 8. CONSIDER ADOPTION OF TREASURER'S REPORT FOR JANUARY 2016

<b>Meeting Date:</b>	<b>March 14, 2016</b>	<b>Budgeted:</b>	<b>N/A</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>N/A</b>
<b>Prepared By:</b>	<b>Suresh Prasad</b>	<b>Cost Estimate:</b>	<b>N/A</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on March 14, 2016 and recommended \_\_\_\_\_.

**CEQA Compliance:** N/A

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**SUMMARY:** Exhibit 8-A comprises the Treasurer's Report for January 2016. Exhibit 8-B, Exhibit 8-C and Exhibit 8-D are listings of check disbursements for the period January 1-31, 2016. Check Nos. 24475 through 24654, the direct deposits of employee's paychecks, payroll tax deposits, and bank charges resulted in total disbursements for the period in the amount of \$435,144.70. There was no conservation rebates paid this month. Exhibit 8-E reflects the unaudited version of the financial statements for the month ending January 31, 2016.

**RECOMMENDATION:** District staff recommends adoption of the January 2016 Treasurer's Report and financial statements, and ratification of the disbursements made during the month. The Administrative Committee reviewed this item at its March 14, 2016 meeting and voted \_\_ to \_\_ to recommend \_\_\_\_\_.

#### EXHIBITS

- 8-A** Treasurer's Report
- 8-B** Listing of Cash Disbursements-Regular
- 8-C** Listing of Cash Disbursements-Payroll
- 8-D** Listing of Other Bank Items
- 8-E** Financial Statements



**EXHIBIT 8-A**

**MONTEREY PENINSULA WATER MANAGEMENT DISTRICT  
TREASURER'S REPORT FOR JANUARY 2016**

<u>Description</u>	<u>Checking</u>	<u>MPWMD Money Market</u>	<u>L.A.I.F.</u>	<u>Wells Fargo Investments</u>	<u>MPWMD Total</u>	<u>PB Reclamation Money Market</u>
Beginning Balance	(\$72,231.01)	\$1,803,338.83	\$1,146,424.91	\$2,002,086.71	4,879,619.44	\$795,189.47
Transfer to/from LAIF		(750,000.00)	750,000.00		0.00	
Fee Deposits		132,083.19			132,083.19	384,159.51
Interest		30.17	493.09	2,291.47	2,814.73	14.42
Transfer-Money Market to Checking	\$600,000.00	(600,000.00)			0.00	
Transfer-Money Market to W/Fargo					0.00	
Transfer-W/Fargo to Money Market					0.00	
W/Fargo-Investment Purchase					0.00	
Transfer Ckg to MPWMD M/Mrkt					0.00	
MoCo Tax & WS Chg Installment Pymt					0.00	
Transfer to CAWD					0.00	(750,000.00)
Voided Cks					0.00	
Bank Corrections/Reversals/Errors	\$0.60				0.60	
Bank Charges/Rtn'd Deposits/Other	(\$310.05)	(45.75)			(355.80)	(60.00)
Payroll Tax Deposits	(\$24,930.16)				(24,930.16)	
Payroll Checks/Direct Deposits	(\$119,472.76)				(119,472.76)	
General Checks	(\$289,976.80)				(289,976.80)	
Bank Draft Payments	(\$455.53)				(455.53)	
<b>Ending Balance</b>	<b>\$92,624.29</b>	<b>\$585,406.44</b>	<b>\$1,896,918.00</b>	<b>\$2,004,378.18</b>	<b>\$4,579,326.91</b>	<b>\$429,303.40</b>



## Check Report

By Check Number

Date Range: 01/01/2016 - 01/31/2016



Monterey Peninsula Water Mgmt District

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: APBNK</b>	<b>-Bank of America Checking</b>					
00078	Michael Hutnak	01/11/2016	Regular	0.00	-1,680.00	23610
00254	MoCo Recorder	01/07/2016	Regular	0.00	-32.00	23675
00254	MoCo Recorder	01/21/2016	Regular	0.00	-29.00	24186
04708	Tyler Business Forms	01/21/2016	Regular	0.00	-178.92	24457
10227	Aramark Sports & Entertainment, LLC	01/04/2016	Regular	0.00	519.48	24475
00253	AT&T	01/04/2016	Regular	0.00	98.96	24476
00253	AT&T	01/04/2016	Regular	0.00	604.40	24477
01352	Dave Stoldt	01/04/2016	Regular	0.00	703.05	24478
00046	Delay & Laredo	01/04/2016	Regular	0.00	38,918.13	24479
08929	HDR Engineering, Inc.	01/04/2016	Regular	0.00	4,030.07	24480
00755	Peninsula Welding Supply, Inc.	01/04/2016	Regular	0.00	54.00	24481
00282	PG&E	01/04/2016	Regular	0.00	319.09	24482
00269	U.S. Bank	01/04/2016	Regular	0.00	4,227.71	24483
	**Void**	01/04/2016	Regular	0.00	0.00	24484
00254	MoCo Recorder	01/07/2016	Regular	0.00	29.00	24487
00254	MoCo Recorder	01/07/2016	Regular	0.00	56.00	24488
00254	MoCo Recorder	01/07/2016	Regular	0.00	61.00	24489
00254	MoCo Recorder	01/07/2016	Regular	0.00	61.00	24490
00254	MoCo Recorder	01/07/2016	Regular	0.00	29.00	24491
00254	MoCo Recorder	01/21/2016	Regular	0.00	-55.00	24492
00254	MoCo Recorder	01/07/2016	Regular	0.00	55.00	24492
00254	MoCo Recorder	01/07/2016	Regular	0.00	61.00	24493
00254	MoCo Recorder	01/07/2016	Regular	0.00	29.00	24494
00254	MoCo Recorder	01/07/2016	Regular	0.00	29.00	24495
00254	MoCo Recorder	01/07/2016	Regular	0.00	61.00	24496
01188	Alhambra	01/07/2016	Regular	0.00	132.06	24497
00236	AT&T Long Distance	01/07/2016	Regular	0.00	9.47	24498
00252	Cal-Am Water	01/07/2016	Regular	0.00	85.75	24499
00243	CalPers Long Term Care Program	01/07/2016	Regular	0.00	40.56	24500
00230	Cisco WebEx, LLC	01/07/2016	Regular	0.00	123.40	24501
08894	Department of Treasury	01/07/2016	Regular	0.00	266.31	24502
00267	Employment Development Dept.	01/07/2016	Regular	0.00	3,655.53	24503
00758	FedEx	01/07/2016	Regular	0.00	36.27	24504
07624	Franchise Tax Board	01/07/2016	Regular	0.00	35.00	24505
07624	Franchise Tax Board	01/07/2016	Regular	0.00	85.98	24506
00285	Gabby Ayala	01/07/2016	Regular	0.00	161.71	24507
00072	Goodin,MacBride,Squeri,Day,Lamprey	01/07/2016	Regular	0.00	9,708.50	24508
00993	Harris Court Business Park	01/07/2016	Regular	0.00	721.26	24509
00768	ICMA	01/07/2016	Regular	0.00	5,380.41	24510
04717	Inder Osahan	01/07/2016	Regular	0.00	1,149.00	24511
03857	Joe Oliver	01/07/2016	Regular	0.00	1,730.68	24512
06745	KBA Docusys - Lease Payments	01/07/2016	Regular	0.00	1,033.23	24513
07622	KISTERS North America, Inc.	01/07/2016	Regular	0.00	2,004.00	24514
05053	Pacific Smog	01/07/2016	Regular	0.00	119.25	24515
01020	Paula Soto	01/07/2016	Regular	0.00	50.60	24516
00241	PC People	01/07/2016	Regular	0.00	21.67	24517
00154	Peninsula Messenger Service	01/07/2016	Regular	0.00	633.00	24518
00282	PG&E	01/07/2016	Regular	0.00	10.87	24519
00282	PG&E	01/07/2016	Regular	0.00	1,672.59	24520
06000	Potter's Electronics	01/07/2016	Regular	0.00	41.27	24521
00262	Pure H2O	01/07/2016	Regular	0.00	64.49	24522
00272	Red Shift Internet Services	01/07/2016	Regular	0.00	604.95	24523
04709	Sherron Forsgren	01/07/2016	Regular	0.00	637.86	24524
09351	Tetra Tech, Inc.	01/07/2016	Regular	0.00	10,836.40	24525

## Check Report

Date Range: 01/01/2016 - 01/31/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00221	Verizon Wireless	01/07/2016	Regular	0.00	584.24	24526
00254	MoCo Recorder	01/13/2016	Regular	0.00	29.00	24527
00254	MoCo Recorder	01/13/2016	Regular	0.00	55.00	24528
00254	MoCo Recorder	01/13/2016	Regular	0.00	61.00	24529
00254	MoCo Recorder	01/13/2016	Regular	0.00	61.00	24530
00254	MoCo Recorder	01/13/2016	Regular	0.00	61.00	24531
00254	MoCo Recorder	01/13/2016	Regular	0.00	29.00	24532
00254	MoCo Recorder	01/13/2016	Regular	0.00	32.00	24533
00254	MoCo Recorder	01/21/2016	Regular	0.00	-38.00	24534
00254	MoCo Recorder	01/13/2016	Regular	0.00	38.00	24534
00254	MoCo Recorder	01/13/2016	Regular	0.00	14.00	24535
00249	A.G. Davi, LTD	01/15/2016	Regular	0.00	395.00	24536
04349	American Water Resources Assoc.	01/15/2016	Regular	0.00	179.00	24537
00253	AT&T	01/15/2016	Regular	0.00	376.98	24538
00253	AT&T	01/15/2016	Regular	0.00	858.86	24539
00036	Bill Parham	01/15/2016	Regular	0.00	650.00	24540
00252	Cal-Am Water	01/15/2016	Regular	0.00	254.75	24541
00243	CalPers Long Term Care Program	01/15/2016	Regular	0.00	40.56	24542
04043	Campbell Scientific, Inc.	01/15/2016	Regular	0.00	983.33	24543
00224	City of Monterey	01/15/2016	Regular	0.00	697.75	24544
06268	Comcast	01/15/2016	Regular	0.00	202.84	24545
00761	Delores Cofer	01/15/2016	Regular	0.00	397.00	24546
05164	GardenSoft	01/15/2016	Regular	0.00	4,000.00	24547
00277	Home Depot Credit Services	01/15/2016	Regular	0.00	118.37	24548
00094	John Arriaga	01/15/2016	Regular	0.00	2,500.00	24549
03969	Jonathan Lear	01/15/2016	Regular	0.00	42.52	24550
00280	Kevan Urquhart	01/15/2016	Regular	0.00	250.00	24551
00769	Laborers Trust Fund of Northern CA	01/15/2016	Regular	0.00	28,184.00	24552
00222	M.J. Murphy	01/15/2016	Regular	0.00	31.19	24553
00259	Marina Coast Water District	01/15/2016	Regular	0.00	184.77	24554
00259	Marina Coast Water District	01/15/2016	Regular	0.00	52.06	24555
00242	MBAS	01/15/2016	Regular	0.00	1,135.00	24556
00078	Michael Hutnak	01/15/2016	Regular	0.00	1,680.00	24557
00118	Monterey Bay Carpet & Janitorial Svc	01/15/2016	Regular	0.00	1,000.00	24558
00755	Peninsula Welding Supply, Inc.	01/15/2016	Regular	0.00	85.68	24559
00256	PERS Retirement	01/15/2016	Regular	0.00	13,565.45	24560
00282	PG&E	01/15/2016	Regular	0.00	22.12	24561
00282	PG&E	01/15/2016	Regular	0.00	20.71	24562
04736	Pitney Bowes Global Financial Svc, LLC	01/15/2016	Regular	0.00	387.80	24563
00752	Professional Liability Insurance Service	01/15/2016	Regular	0.00	103.76	24564
07627	Purchase Power	01/15/2016	Regular	0.00	500.00	24565
00987	SDRMA - Prop & Liability Pkg	01/15/2016	Regular	0.00	688.20	24566
00286	Stephanie L. Locke	01/15/2016	Regular	0.00	20.00	24567
00258	Thomas Brand Consulting, LLC	01/15/2016	Regular	0.00	13,692.50	24568
00269	U.S. Bank	01/15/2016	Regular	0.00	1,505.05	24569
00269	U.S. Bank	01/21/2016	Regular	0.00	-1,505.05	24569
00207	Universal Staffing Inc.	01/15/2016	Regular	0.00	2,996.18	24570
00754	Zone24x7	01/15/2016	Regular	0.00	2,867.00	24571
00254	MoCo Recorder	01/20/2016	Regular	0.00	29.00	24575
00254	MoCo Recorder	01/20/2016	Regular	0.00	29.00	24576
00254	MoCo Recorder	01/20/2016	Regular	0.00	29.00	24577
00254	MoCo Recorder	01/20/2016	Regular	0.00	29.00	24578
00254	MoCo Recorder	01/20/2016	Regular	0.00	61.00	24579
00254	MoCo Recorder	01/20/2016	Regular	0.00	32.00	24580
00254	MoCo Recorder	01/20/2016	Regular	0.00	-32.00	24580
00254	MoCo Recorder	01/20/2016	Regular	0.00	29.00	24581
00254	MoCo Recorder	01/20/2016	Regular	0.00	61.00	24582
00254	MoCo Recorder	01/20/2016	Regular	0.00	61.00	24583
00254	MoCo Recorder	01/20/2016	Regular	0.00	32.00	24584
00254	MoCo Recorder	01/21/2016	Regular	0.00	26.00	24585
00763	ACWA-JPIA	01/22/2016	Regular	0.00	472.10	24586



## Check Report

Date Range: 01/01/2016 - 01/31/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00253	AT&T	01/22/2016	Regular	0.00	715.01	24587
00253	AT&T	01/22/2016	Regular	0.00	76.05	24588
00253	AT&T	01/22/2016	Regular	0.00	301.68	24589
00983	Beverly Chaney	01/22/2016	Regular	0.00	118.11	24590
06268	Comcast	01/22/2016	Regular	0.00	209.98	24591
04362	COSTCO MEMBERSHIP	01/22/2016	Regular	0.00	165.00	24592
07632	Debra Martin	01/22/2016	Regular	0.00	71.60	24593
00267	Employment Development Dept.	01/22/2016	Regular	0.00	3,886.54	24594
00287	Eric Sandoval	01/22/2016	Regular	0.00	36.88	24595
00192	Extra Space Storage	01/22/2016	Regular	0.00	703.00	24596
07624	Franchise Tax Board	01/22/2016	Regular	0.00	85.98	24597
07624	Franchise Tax Board	01/22/2016	Regular	0.00	35.00	24598
00285	Gabby Ayala	01/22/2016	Regular	0.00	86.09	24599
00285	Gabby Ayala	01/25/2016	Regular	0.00	-86.09	24599
01018	Geoff Malloway	01/22/2016	Regular	0.00	103.25	24600
04356	Government Finance Officers Association	01/22/2016	Regular	0.00	160.00	24601
08929	HDR Engineering, Inc.	01/22/2016	Regular	0.00	13,696.95	24602
00768	ICMA	01/22/2016	Regular	0.00	5,380.41	24603
06999	KBA Docusys	01/22/2016	Regular	0.00	966.45	24604
00242	MBAS	01/22/2016	Regular	0.00	1,320.00	24605
01199	Monterey Signs, Inc.	01/22/2016	Regular	0.00	173.63	24606
00225	Palace Office Supply	01/22/2016	Regular	0.00	101.18	24607
00755	Peninsula Welding Supply, Inc.	01/22/2016	Regular	0.00	52.78	24608
00282	PG&E	01/22/2016	Regular	0.00	6,938.78	24609
00282	PG&E	01/22/2016	Regular	0.00	9.89	24610
00251	Rick Dickhaut	01/22/2016	Regular	0.00	1,031.00	24611
05994	Robert Brower Sr.	01/22/2016	Regular	0.00	722.20	24612
00176	Sentry Alarm Systems	01/22/2016	Regular	0.00	125.50	24613
00283	SHELL	01/22/2016	Regular	0.00	400.55	24614
03979	Special Districts Association of Monterey County	01/22/2016	Regular	0.00	30.00	24615
04719	Telit Wireless Solutions	01/22/2016	Regular	0.00	184.28	24616
04353	Thomas Christensen	01/22/2016	Regular	0.00	400.00	24617
00207	Universal Staffing Inc.	01/22/2016	Regular	0.00	811.20	24618
00285	Gabby Ayala	01/25/2016	Regular	0.00	86.09	24619
00254	MoCo Recorder	01/28/2016	Regular	0.00	29.00	24620
00254	MoCo Recorder	01/28/2016	Regular	0.00	29.00	24621
00254	MoCo Recorder	01/28/2016	Regular	0.00	61.00	24622
00254	MoCo Recorder	01/28/2016	Regular	0.00	61.00	24623
00254	MoCo Recorder	01/28/2016	Regular	0.00	61.00	24624
00254	MoCo Recorder	01/28/2016	Regular	0.00	67.00	24625
00254	MoCo Recorder	01/28/2016	Regular	0.00	29.00	24626
00254	MoCo Recorder	01/28/2016	Regular	0.00	29.00	24627
00254	MoCo Recorder	01/28/2016	Regular	0.00	61.00	24628
00254	MoCo Recorder	01/28/2016	Regular	0.00	26.00	24629
00254	MoCo Recorder	01/28/2016	Regular	0.00	61.00	24630
00254	MoCo Recorder	01/28/2016	Regular	0.00	29.00	24631
00254	MoCo Recorder	01/28/2016	Regular	0.00	29.00	24632
00254	MoCo Recorder	01/28/2016	Regular	0.00	61.00	24633
00254	MoCo Recorder	01/28/2016	Regular	0.00	38.00	24634
00254	MoCo Recorder	01/28/2016	Regular	0.00	32.00	24635
00760	Andy Bell	01/29/2016	Regular	0.00	794.00	24636
00253	AT&T	01/29/2016	Regular	0.00	614.71	24637
00236	AT&T Long Distance	01/29/2016	Regular	0.00	6.88	24638
00024	Central Coast Exterminator	01/29/2016	Regular	0.00	208.00	24639
00028	Colantuono, Highsmith, & Whatley, PC	01/29/2016	Regular	0.00	10,697.67	24640
00046	Delay & Laredo	01/29/2016	Regular	0.00	24,591.50	24641
00758	FedEx	01/29/2016	Regular	0.00	42.59	24642
00072	Goodin,MacBride,Squeri,Day,Lamprey	01/29/2016	Regular	0.00	536.50	24643
06745	KBA Docusys - Lease Payments	01/29/2016	Regular	0.00	946.13	24644
00256	PERS Retirement	01/29/2016	Regular	0.00	13,794.20	24645
00282	PG&E	01/29/2016	Regular	0.00	1,864.62	24646

Check Report

Date Range: 01/01/2016 - 01/31/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00282	PG&E	01/29/2016	Regular	0.00	5,009.59	24647
06747	Salinas Camper Shells & Truck Accessories	01/29/2016	Regular	0.00	1,245.65	24648
05831	Seaside-Sand City Chamber of Commerce	01/29/2016	Regular	0.00	250.00	24649
00766	Standard Insurance Company	01/29/2016	Regular	0.00	1,559.92	24650
09989	Star Sanitation Services	01/29/2016	Regular	0.00	85.11	24651
09351	Tetra Tech, Inc.	01/29/2016	Regular	0.00	16,930.28	24652
00207	Universal Staffing Inc.	01/29/2016	Regular	0.00	486.72	24653
08105	Yolanda Munoz	01/29/2016	Regular	0.00	540.00	24654

Payment Type	Bank Code APBNK		Summary	
	Payable Count	Payment Count	Discount	Payment
Regular Checks	219	174	0.00	293,612.86
Manual Checks	0	0	0.00	0.00
Voided Checks	0	10	0.00	-3,636.06
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>219</b>	<b>184</b>	<b>0.00</b>	<b>289,976.80</b>

### Fund Summary

Fund	Name	Period	Amount
99	POOL CASH FUND	1/2016	289,976.80
			<u>289,976.80</u>





# Payroll Bank Transaction Report - MPWMD

By Payment Number

Date: 1/1/2016 - 1/31/2016

Payroll Set: 01 - Monterey Peninsula Water Management District

Payment Number	Payment Date	Payment Type	Employee Number	Employee Name	Check Amount	Direct Deposit Amount	Total Payment
1978	01/08/2016	Regular	1024	Stoldt, David J	0.00	5,685.88	5,685.88
1979	01/08/2016	Regular	1025	Tavani, Arlene M	0.00	1,901.21	1,901.21
1980	01/08/2016	Regular	1006	Dudley, Mark A	0.00	2,878.44	2,878.44
1981	01/08/2016	Regular	1039	Flores, Elizabeth	0.00	1,785.43	1,785.43
1982	01/08/2016	Regular	1018	Prasad, Suresh	0.00	3,584.12	3,584.12
1983	01/08/2016	Regular	1019	Reyes, Sara C	0.00	1,856.56	1,856.56
1984	01/08/2016	Regular	1020	Sandoval, Eric J	0.00	1,933.84	1,933.84
1985	01/08/2016	Regular	1021	Schmidlin, Cynthia L	0.00	1,790.68	1,790.68
1986	01/08/2016	Regular	1022	Soto, Paula	0.00	1,420.53	1,420.53
1987	01/08/2016	Regular	1002	Bekker, Mark	0.00	1,627.69	1,627.69
1988	01/08/2016	Regular	1005	Christensen, Thomas T	0.00	2,548.85	2,548.85
1989	01/08/2016	Regular	1008	Hampson, Larry M	0.00	3,199.66	3,199.66
1990	01/08/2016	Regular	1013	Lyons, Matthew J	0.00	1,643.16	1,643.16
1991	01/08/2016	Regular	6028	Atkins, Daniel N	0.00	95.35	95.35
1992	01/08/2016	Regular	1004	Chaney, Beverly M	0.00	2,178.11	2,178.11
1993	01/08/2016	Regular	1007	Hamilton, Cory R	0.00	2,028.49	2,028.49
1994	01/08/2016	Regular	1009	James, Gregory W	0.00	2,933.31	2,933.31
1995	01/08/2016	Regular	1011	Lear, Jonathan P	0.00	2,731.76	2,731.76
1996	01/08/2016	Regular	1012	Lindberg, Thomas L	0.00	2,157.45	2,157.45
1997	01/08/2016	Regular	1016	Oliver, Joseph W	0.00	2,646.21	2,646.21
1998	01/08/2016	Regular	1026	Urquhart, Kevan A	0.00	1,868.76	1,868.76
1999	01/08/2016	Regular	1001	Ayala, Gabriela D	0.00	1,654.41	1,654.41
2000	01/08/2016	Regular	1041	Gonnerman, Maryan C	0.00	898.69	898.69
2001	01/08/2016	Regular	1010	Kister, Stephanie L	0.00	1,760.87	1,760.87
2002	01/08/2016	Regular	1017	Locke, Stephanie L	0.00	2,687.11	2,687.11
2003	01/08/2016	Regular	1014	Martin, Debra S	0.00	1,817.53	1,817.53
2004	01/22/2016	Regular	1024	Stoldt, David J	0.00	5,685.88	5,685.88
2005	01/22/2016	Regular	1025	Tavani, Arlene M	0.00	1,901.23	1,901.23
2006	01/22/2016	Regular	1006	Dudley, Mark A	0.00	2,878.44	2,878.44
2007	01/22/2016	Regular	1039	Flores, Elizabeth	0.00	1,729.70	1,729.70
2008	01/22/2016	Regular	1018	Prasad, Suresh	0.00	3,584.12	3,584.12
2009	01/22/2016	Regular	1019	Reyes, Sara C	0.00	1,856.57	1,856.57
2010	01/22/2016	Regular	1020	Sandoval, Eric J	0.00	1,933.84	1,933.84
2011	01/22/2016	Regular	1021	Schmidlin, Cynthia L	0.00	1,790.67	1,790.67
2012	01/22/2016	Regular	1022	Soto, Paula	0.00	1,420.53	1,420.53
2013	01/22/2016	Regular	1002	Bekker, Mark	0.00	1,627.68	1,627.68
2014	01/22/2016	Regular	1005	Christensen, Thomas T	0.00	2,548.85	2,548.85
2015	01/22/2016	Regular	1008	Hampson, Larry M	0.00	3,199.66	3,199.66
2016	01/22/2016	Regular	1013	Lyons, Matthew J	0.00	1,643.15	1,643.15
2017	01/22/2016	Regular	1023	Stern, Henrietta L	0.00	969.88	969.88
2018	01/22/2016	Regular	6028	Atkins, Daniel N	0.00	333.98	333.98
2019	01/22/2016	Regular	1004	Chaney, Beverly M	0.00	2,178.10	2,178.10
2020	01/22/2016	Regular	1007	Hamilton, Cory R	0.00	2,028.49	2,028.49
2021	01/22/2016	Regular	1009	James, Gregory W	0.00	2,933.31	2,933.31
2022	01/22/2016	Regular	1011	Lear, Jonathan P	0.00	2,731.78	2,731.78
2023	01/22/2016	Regular	1012	Lindberg, Thomas L	0.00	2,157.44	2,157.44
2024	01/22/2016	Regular	1016	Oliver, Joseph W	0.00	2,646.21	2,646.21
2025	01/22/2016	Regular	1026	Urquhart, Kevan A	0.00	1,868.76	1,868.76
2026	01/22/2016	Regular	1001	Ayala, Gabriela D	0.00	1,654.41	1,654.41
2027	01/22/2016	Regular	1041	Gonnerman, Maryan C	0.00	1,453.92	1,453.92
2028	01/22/2016	Regular	1010	Kister, Stephanie L	0.00	1,838.75	1,838.75
2029	01/22/2016	Regular	1017	Locke, Stephanie L	0.00	2,687.11	2,687.11
2030	01/22/2016	Regular	1014	Martin, Debra S	0.00	1,817.52	1,817.52
24485	01/08/2016	Regular	6033	Suwada, Joseph	58.18	0.00	58.18
24486	01/08/2016	Regular	1040	Smith, Kyle	880.61	0.00	880.61
24572	01/22/2016	Regular	6004	Malloway, Geoffrey J	617.84	0.00	617.84
24573	01/22/2016	Regular	6033	Suwada, Joseph	83.59	0.00	83.59

Payment Number	Payment Date	Payment Type	Employee Number	Employee Name	Check Amount	Direct Deposit Amount	Total Payment
24574	01/22/2016	Regular	1040	Smith, Kyle	1,418.46	0.00	1,418.46
<b>Totals:</b>					<b>3,058.68</b>	<b>116,414.08</b>	<b>119,472.76</b>

**Bank Transaction Report****Transaction Detail**

Issued Date Range: 01/01/2016 - 01/31/2016

Cleared Date Range: -



Monterey Peninsula Water Mgmt District

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
<b>Bank Account: 111 - Bank of America Checking - 0000 8170 8210</b>							
01/08/2016	01/31/2016	<a href="#">DFT0000677</a>	I.R.S.	Accounts Payable	Cleared	Bank Draft	-9,838.26
01/08/2016	01/31/2016	<a href="#">DFT0000678</a>	I.R.S.	Accounts Payable	Cleared	Bank Draft	-2,152.72
01/08/2016	01/31/2016	<a href="#">DFT0000679</a>	I.R.S.	Accounts Payable	Cleared	Bank Draft	-20.62
01/13/2016	01/31/2016	<a href="#">DFT0000680</a>	Chevron	Accounts Payable	Cleared	Bank Draft	-455.53
01/15/2016	01/31/2016	<a href="#">SVC0000071</a>	To post bank service fee	General Ledger	Cleared	Service Charge	-310.05
01/21/2016	01/31/2016	<a href="#">SVC0000072</a>	To reverse service charge	General Ledger	Cleared	Service Charge Reversal	0.60
01/21/2016	01/31/2016	<a href="#">SVC0000072</a>	To post service charge	General Ledger	Cleared	Service Charge	-0.60
01/21/2016	01/31/2016	<a href="#">SVC0000003</a>	To adjust IRS error	General Ledger	Cleared	Service Charge Reversal	0.60
01/22/2016	01/31/2016	<a href="#">DFT0000682</a>	I.R.S.	Accounts Payable	Cleared	Bank Draft	-10,539.98
01/22/2016	01/31/2016	<a href="#">DFT0000683</a>	I.R.S.	Accounts Payable	Cleared	Bank Draft	-2,234.72
01/22/2016	01/31/2016	<a href="#">DFT0000684</a>	I.R.S.	Accounts Payable	Cleared	Bank Draft	-143.86
<b>Bank Account 111 Total: (11)</b>							<b>-25,695.14</b>
<b>Report Total: (11)</b>							<b>-25,695.14</b>

Summary

Bank Account	Count	Amount
<a href="#">111 Bank of America Checking - 0000 8170 8210</a>	11	-25,695.14
<b>Report Total:</b>	<b>11</b>	<b>-25,695.14</b>

Cash Account	Count	Amount
<a href="#">99 99-10-100100 Pool Cash Account</a>	11	-25,695.14
<b>Report Total:</b>	<b>11</b>	<b>-25,695.14</b>

Transaction Type	Count	Amount
Bank Draft	7	-25,385.69
Service Charge	2	-310.65
Service Charge Reversal	2	1.20
<b>Report Total:</b>	<b>11</b>	<b>-25,695.14</b>



# Statement of Revenue Over Expense - No Decimals

## Group Summary

For Fiscal: 2015-2016 Period Ending: 01/31/2016



Monterey Peninsula Water Mgmt District

Level...	January Activity	January Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
<b>Revenue</b>								
R100 - Water Supply Charge	0	283,220	-283,220	0.00 %	1,985,810	3,400,000	-1,414,190	-58.41 %
R110 - Mitigation Revenue	0	200,920	-200,920	0.00 %	394,537	2,412,000	-2,017,464	-16.36 %
R120 - Property Taxes Revenues	0	130,781	-130,781	0.00 %	942,259	1,570,000	-627,741	-60.02 %
R130 - User Fees	3,181	6,248	-3,066	-50.92 %	27,521	75,000	-47,479	-36.69 %
R140 - Connection Charges	22,258	14,578	7,680	-152.69 %	143,285	175,000	-31,715	-81.88 %
R150 - Permit Processing Fee	12,495	14,578	-2,083	-85.71 %	84,523	175,000	-90,477	-48.30 %
R160 - Well Registration Fee	25	167	-142	-15.01 %	625	2,000	-1,375	-31.25 %
R180 - River Work Permit Application	0	0	0	0.00 %	75	0	75	0.00 %
R190 - WDS Permits Rule 21	3,200	4,665	-1,465	-68.60 %	38,621	56,000	-17,379	-68.97 %
R200 - Recording Fees	815	666	149	-122.30 %	6,229	8,000	-1,771	-77.86 %
R210 - Legal Fees	171	1,250	-1,079	-13.69 %	1,425	15,000	-13,575	-9.50 %
R220 - Copy Fee	5	0	5	0.00 %	64	0	64	0.00 %
R230 - Miscellaneous - Other	610	1,250	-640	-48.82 %	7,381	15,000	-7,619	-49.21 %
R240 - Insurance Refunds	0	0	0	0.00 %	1,352	0	1,352	0.00 %
R250 - Interest Income	2,815	1,250	1,565	-225.27 %	11,400	15,000	-3,600	-76.00 %
R260 - CAW - ASR	0	23,566	-23,566	0.00 %	0	282,900	-282,900	0.00 %
R265 - CAW - Los Padres Reimbursement	0	49,980	-49,980	0.00 %	0	600,000	-600,000	0.00 %
R270 - CAW - Rebates	38,821	58,310	-19,489	-66.58 %	352,342	700,000	-347,658	-50.33 %
R280 - CAW - Conservation	0	19,326	-19,326	0.00 %	0	232,000	-232,000	0.00 %
R290 - CAW - Miscellaneous	0	583	-583	0.00 %	0	7,000	-7,000	0.00 %
R300 - Watermaster	0	5,848	-5,848	0.00 %	0	70,200	-70,200	0.00 %
R305 - City of Seaside - Rebates	0	1,666	-1,666	0.00 %	0	20,000	-20,000	0.00 %
R310 - Other Reimbursements	0	5,415	-5,415	0.00 %	0	65,000	-65,000	0.00 %
R320 - Grants	0	22,908	-22,908	0.00 %	148,788	275,000	-126,212	-54.10 %
R510 - Operating Reserve	0	270,009	-270,009	0.00 %	0	3,241,400	-3,241,400	0.00 %
<b>Total Revenue:</b>	<b>84,396</b>	<b>1,117,178</b>	<b>-1,032,782</b>	<b>-7.55 %</b>	<b>4,146,237</b>	<b>13,411,500</b>	<b>-9,265,263</b>	<b>-30.92 %</b>

## Statement of Revenue Over Expense - No Decimals

For Fiscal: 2015-2016 Period Ending: 01/31/2016

Level...	January Activity	January Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
<b>Expense</b>								
<b>Level1: 100 - Personnel Costs</b>								
1100 - Salaries & Wages	173,156	197,838	24,681	87.52 %	1,345,859	2,375,000	1,029,141	56.67 %
1110 - Manager's Auto Allowance	462	500	38	92.34 %	3,461	6,000	2,539	57.69 %
1120 - Manager's Deferred Comp	600	650	50	92.34 %	4,500	7,800	3,300	57.69 %
1130 - Unemployment Compensation	0	250	250	0.00 %	670	3,000	2,330	22.34 %
1140 - Insurance Opt-Out Supplemental	1,365	1,583	217	86.27 %	10,163	19,000	8,837	53.49 %
1150 - Temporary Personnel	2,261	5,914	3,653	38.23 %	33,708	71,000	37,293	47.48 %
1160 - PERS Retirement	17,019	33,811	16,792	50.34 %	305,069	405,900	100,831	75.16 %
1170 - Medical Insurance	24,802	25,865	1,063	95.89 %	179,771	310,500	130,729	57.90 %
1180 - Medical Insurance - Retirees	4,549	4,798	249	94.81 %	32,316	57,600	25,284	56.10 %
1190 - Workers Compensation	3,175	3,524	348	90.12 %	24,483	42,300	17,817	57.88 %
1200 - Life Insurance	465	458	-7	101.51 %	3,130	5,500	2,370	56.91 %
1210 - Long Term Disability Insurance	1,103	1,166	63	94.58 %	7,566	14,000	6,434	54.04 %
1220 - Short Term Disability Insurance	219	250	31	87.64 %	1,491	3,000	1,509	49.71 %
1260 - Employee Assistance Program	66	100	34	65.82 %	474	1,200	726	39.53 %
1270 - FICA Tax Expense	82	400	318	20.57 %	2,129	4,800	2,671	44.35 %
1280 - Medicare Tax Expense	2,194	2,907	713	75.46 %	17,401	34,900	17,499	49.86 %
1290 - Staff Development & Training	380	2,716	2,336	13.99 %	5,036	32,600	27,564	15.45 %
1300 - Conference Registration	0	267	267	0.00 %	2,095	3,200	1,105	65.47 %
1310 - Professional Dues	190	225	35	84.48 %	1,415	2,700	1,285	52.41 %
1320 - Personnel Recruitment	0	417	417	0.00 %	3,579	5,000	1,421	71.57 %
<b>Total Level1: 100 - Personnel Costs:</b>	<b>232,089</b>	<b>283,636</b>	<b>51,548</b>	<b>81.83 %</b>	<b>1,984,317</b>	<b>3,405,000</b>	<b>1,420,683</b>	<b>58.28 %</b>
<b>Level1: 200 - Supplies and Services</b>								
2000 - Board Member Compensation	0	3,082	3,082	0.00 %	11,110	37,000	25,890	30.03 %
2020 - Board Expenses	1,602	333	-1,269	480.85 %	1,632	4,000	2,368	40.81 %
2040 - Rent	2,143	1,966	-177	109.01 %	10,798	23,600	12,802	45.75 %
2060 - Utilities	2,170	3,199	1,028	67.85 %	19,825	38,400	18,575	51.63 %
2120 - Insurance Expense	4,205	3,749	-457	112.19 %	25,308	45,000	19,692	56.24 %
2130 - Membership Dues	975	2,291	1,316	42.56 %	19,532	27,500	7,968	71.03 %
2140 - Bank Charges	319	292	-27	109.43 %	2,990	3,500	510	85.44 %
2150 - Office Supplies	452	1,358	906	33.26 %	6,449	16,300	9,851	39.56 %
2160 - Courier Expense	560	666	106	84.03 %	4,413	8,000	3,587	55.16 %
2170 - Printing/Photocopy	0	750	750	0.00 %	182	9,000	8,818	2.02 %
2180 - Postage & Shipping	221	333	112	66.38 %	4,147	4,000	-147	103.67 %
2190 - IT Supplies/Services	5,986	8,780	2,794	68.18 %	49,564	105,400	55,836	47.02 %
2200 - Professional Fees	16,193	11,246	-4,947	143.99 %	151,458	135,000	-16,458	112.19 %
2220 - Equipment Repairs & Maintenance	966	583	-383	165.74 %	3,978	7,000	3,022	56.84 %
2235 - Equipment Lease	1,334	1,250	-84	106.76 %	7,917	15,000	7,083	52.78 %
2240 - Telephone	2,881	3,615	734	79.69 %	20,749	43,400	22,651	47.81 %
2260 - Facility Maintenance	4,748	2,899	-1,849	163.78 %	23,104	34,800	11,696	66.39 %
2270 - Travel Expenses	1,140	2,682	1,542	42.52 %	16,827	32,200	15,373	52.26 %

## Statement of Revenue Over Expense - No Decimals

For Fiscal: 2015-2016 Period Ending: 01/31/2016

Level...	January Activity	January Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
2280 - Transportation	3,121	1,883	-1,238	165.77 %	20,762	22,600	1,838	91.87 %
2300 - Legal Services	45,938	33,320	-12,618	137.87 %	284,490	400,000	115,510	71.12 %
2380 - Meeting Expenses	45	600	555	7.53 %	1,934	7,200	5,266	26.86 %
2420 - Legal Notices	0	358	358	0.00 %	580	4,300	3,720	13.48 %
2460 - Public Outreach	0	417	417	0.00 %	1,143	5,000	3,857	22.86 %
2480 - Miscellaneous	266	417	150	63.94 %	1,289	5,000	3,711	25.78 %
2500 - Tax Administration Fee	0	1,666	1,666	0.00 %	0	20,000	20,000	0.00 %
2900 - Operating Supplies	0	1,741	1,741	0.00 %	12,332	20,900	8,568	59.01 %
<b>Total Level1: 200 - Supplies and Services:</b>	<b>95,266</b>	<b>89,473</b>	<b>-5,793</b>	<b>106.47 %</b>	<b>702,515</b>	<b>1,074,100</b>	<b>371,585</b>	<b>65.41 %</b>
<b>Level1: 300 - Other Expenses</b>								
3000 - Project Expenses	616,463	658,095	41,632	93.67 %	2,225,872	7,900,300	5,674,428	28.17 %
4000 - Fixed Asset Purchases	1,246	12,037	10,791	10.35 %	30,886	144,500	113,614	21.37 %
5000 - Debt Service	0	19,159	19,159	0.00 %	70,070	230,000	159,930	30.47 %
5500 - Election Expenses	0	18,992	18,992	0.00 %	0	228,000	228,000	0.00 %
6000 - Contingencies	0	6,248	6,248	0.00 %	0	75,000	75,000	0.00 %
6500 - Reserves	0	29,538	29,538	0.00 %	0	354,600	354,600	0.00 %
<b>Total Level1: 300 - Other Expenses:</b>	<b>617,709</b>	<b>744,069</b>	<b>126,360</b>	<b>83.02 %</b>	<b>2,326,828</b>	<b>8,932,400</b>	<b>6,605,572</b>	<b>26.05 %</b>
<b>Total Expense:</b>	<b>945,063</b>	<b>1,117,178</b>	<b>172,115</b>	<b>84.59 %</b>	<b>5,013,661</b>	<b>13,411,500</b>	<b>8,397,839</b>	<b>37.38 %</b>
<b>Report Total:</b>	<b>-860,667</b>	<b>0</b>	<b>-860,667</b>		<b>-867,424</b>	<b>0</b>	<b>-867,424</b>	

## Statement of Revenue Over Expense - No Decimals

## Fund Summary

<b>Fund</b>	<b>January Activity</b>	<b>January Budget</b>	<b>Variance Favorable (Unfavorable)</b>	<b>Percent Used</b>	<b>YTD Activity</b>	<b>Total Budget</b>	<b>Variance Favorable (Unfavorable)</b>	<b>Percent Used</b>
24 - MITIGATION FUND	-140,065	0	-140,065		-700,750	0	-700,750	
26 - CONSERVATION FUND	-22,897	0	-22,897		24,887	0	24,887	
35 - WATER SUPPLY FUND	-697,705	0	-697,705		-191,560	0	-191,560	
<b>Report Total:</b>	<b>-860,667</b>	<b>0.08</b>	<b>-860,667</b>		<b>-867,424</b>	<b>0</b>	<b>-867,424</b>	

# Statement of Revenue Over Expense - No Decimals

## Group Summary

For Fiscal: 2015-2016 Period Ending: 01/31/2016



Monterey Peninsula Water Mgmt District

Level...	January Activity	January Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 24 - MITIGATION FUND</b>								
<b>Revenue</b>								
R110 - Mitigation Revenue	0	200,920	-200,920	0.00 %	394,537	2,412,000	-2,017,464	-16.36 %
R130 - User Fees	2,686	6,248	-3,562	-42.99 %	23,234	75,000	-51,766	-30.98 %
R160 - Well Registration Fee	25	167	-142	-15.01 %	625	2,000	-1,375	-31.25 %
R180 - River Work Permit Application	0	0	0	0.00 %	75	0	75	0.00 %
R190 - WDS Permits Rule 21	3,200	4,665	-1,465	-68.60 %	38,621	56,000	-17,379	-68.97 %
R230 - Miscellaneous - Other	0	1,250	-1,250	0.00 %	443	15,000	-14,557	-2.95 %
R250 - Interest Income	151	541	-391	-27.81 %	1,040	6,500	-5,460	-16.00 %
R290 - CAW - Miscellaneous	0	583	-583	0.00 %	0	7,000	-7,000	0.00 %
R310 - Other Reimbursements	0	4,582	-4,582	0.00 %	0	55,000	-55,000	0.00 %
R320 - Grants	0	22,908	-22,908	0.00 %	148,788	275,000	-126,212	-54.10 %
R510 - Operating Reserve	0	10,579	-10,579	0.00 %	0	127,000	-127,000	0.00 %
<b>Total Revenue:</b>	<b>6,061</b>	<b>252,441</b>	<b>-246,379</b>	<b>-2.40 %</b>	<b>607,362</b>	<b>3,030,500</b>	<b>-2,423,138</b>	<b>-20.04 %</b>

## Statement of Revenue Over Expense - No Decimals

For Fiscal: 2015-2016 Period Ending: 01/31/2016

Level...	January Activity	January Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
<b>Expense</b>								
<b>Level1: 100 - Personnel Costs</b>								
1100 - Salaries & Wages	71,430	83,308	11,878	85.74 %	565,901	1,000,100	434,199	56.58 %
1110 - Manager's Auto Allowance	92	100	8	92.34 %	692	1,200	508	57.69 %
1120 - Manager's Deferred Comp	120	133	13	90.04 %	900	1,600	700	56.25 %
1130 - Unemployment Compensation	0	108	108	0.00 %	288	1,300	1,012	22.16 %
1140 - Insurance Opt-Out Supplemental	358	421	63	85.07 %	2,659	5,050	2,391	52.64 %
1150 - Temporary Personnel	0	42	42	0.00 %	4,732	500	-4,232	946.35 %
1160 - PERS Retirement	7,093	14,461	7,368	49.05 %	130,667	173,600	42,933	75.27 %
1170 - Medical Insurance	10,320	11,262	942	91.63 %	76,534	135,200	58,666	56.61 %
1180 - Medical Insurance - Retirees	1,956	2,066	110	94.68 %	13,896	24,800	10,904	56.03 %
1190 - Workers Compensation	1,922	2,107	186	91.18 %	14,913	25,300	10,387	58.94 %
1200 - Life Insurance	194	196	1	99.29 %	1,331	2,350	1,019	56.65 %
1210 - Long Term Disability Insurance	469	516	48	90.75 %	3,236	6,200	2,964	52.20 %
1220 - Short Term Disability Insurance	93	108	15	85.95 %	638	1,300	662	49.11 %
1260 - Employee Assistance Program	27	42	15	64.22 %	197	500	303	39.38 %
1270 - FICA Tax Expense	82	192	109	42.92 %	1,736	2,300	564	75.49 %
1280 - Medicare Tax Expense	969	1,241	273	78.04 %	7,564	14,900	7,336	50.77 %
1290 - Staff Development & Training	163	841	678	19.42 %	1,398	10,100	8,702	13.84 %
1300 - Conference Registration	0	117	117	0.00 %	691	1,400	709	49.34 %
1310 - Professional Dues	82	83	2	98.08 %	440	1,000	560	44.02 %
1320 - Personnel Recruitment	0	175	175	0.00 %	1,129	2,100	971	53.75 %
<b>Total Level1: 100 - Personnel Costs:</b>	<b>95,370</b>	<b>117,520</b>	<b>22,150</b>	<b>81.15 %</b>	<b>829,542</b>	<b>1,410,800</b>	<b>581,258</b>	<b>58.80 %</b>
<b>Level1: 200 - Supplies and Services</b>								
2000 - Board Member Compensation	0	1,324	1,324	0.00 %	4,777	15,900	11,123	30.05 %
2020 - Board Expenses	689	142	-547	486.51 %	702	1,700	998	41.29 %
2040 - Rent	1,022	908	-114	112.59 %	5,064	10,900	5,836	46.46 %
2060 - Utilities	948	1,383	435	68.53 %	8,628	16,600	7,972	51.98 %
2120 - Insurance Expense	1,808	1,608	-201	112.48 %	10,883	19,300	8,417	56.39 %
2130 - Membership Dues	419	833	414	50.33 %	8,190	10,000	1,810	81.90 %
2140 - Bank Charges	139	125	-15	111.64 %	948	1,500	552	63.17 %
2150 - Office Supplies	190	583	393	32.57 %	2,781	7,000	4,219	39.73 %
2160 - Courier Expense	241	283	42	85.02 %	1,892	3,400	1,508	55.65 %
2170 - Printing/Photocopy	0	233	233	0.00 %	78	2,800	2,722	2.80 %
2180 - Postage & Shipping	28	142	113	19.89 %	1,736	1,700	-36	102.12 %
2190 - IT Supplies/Services	2,574	3,790	1,216	67.91 %	21,312	45,500	24,188	46.84 %
2200 - Professional Fees	6,963	4,831	-2,131	144.12 %	65,127	58,000	-7,127	112.29 %
2220 - Equipment Repairs & Maintenance	416	250	-166	166.29 %	1,711	3,000	1,289	57.02 %
2235 - Equipment Lease	574	533	-40	107.59 %	3,404	6,400	2,996	53.19 %
2240 - Telephone	1,366	1,558	191	87.72 %	8,992	18,700	9,708	48.09 %
2260 - Facility Maintenance	2,042	1,258	-784	162.31 %	9,935	15,100	5,165	65.79 %
2270 - Travel Expenses	288	900	612	32.01 %	3,221	10,800	7,579	29.82 %

## Statement of Revenue Over Expense - No Decimals

For Fiscal: 2015-2016 Period Ending: 01/31/2016

Level...	January Activity	January Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
2280 - Transportation	1,504	733	-771	205.11 %	12,436	8,800	-3,636	141.32 %
2300 - Legal Services	7,056	7,497	441	94.11 %	87,692	90,000	2,308	97.44 %
2380 - Meeting Expenses	19	225	205	8.64 %	837	2,700	1,863	30.99 %
2420 - Legal Notices	0	150	150	0.00 %	0	1,800	1,800	0.00 %
2460 - Public Outreach	0	175	175	0.00 %	468	2,100	1,632	22.29 %
2480 - Miscellaneous	115	183	69	62.48 %	554	2,200	1,646	25.20 %
2900 - Operating Supplies	0	283	283	0.00 %	481	3,400	2,919	14.16 %
<b>Total Level1: 200 - Supplies and Services:</b>	<b>28,400</b>	<b>29,930</b>	<b>1,530</b>	<b>94.89 %</b>	<b>261,849</b>	<b>359,300</b>	<b>97,451</b>	<b>72.88 %</b>
<b>Level1: 300 - Other Expenses</b>								
3000 - Project Expenses	21,734	59,043	37,309	36.81 %	201,788	708,800	507,012	28.47 %
4000 - Fixed Asset Purchases	623	5,581	4,958	11.16 %	14,934	67,000	52,066	22.29 %
5500 - Election Expenses	0	8,163	8,163	0.00 %	0	98,000	98,000	0.00 %
6000 - Contingencies	0	2,666	2,666	0.00 %	0	32,000	32,000	0.00 %
6500 - Reserves	0	29,538	29,538	0.00 %	0	354,600	354,600	0.00 %
<b>Total Level1: 300 - Other Expenses:</b>	<b>22,356</b>	<b>104,991</b>	<b>82,635</b>	<b>21.29 %</b>	<b>216,722</b>	<b>1,260,400</b>	<b>1,043,678</b>	<b>17.19 %</b>
<b>Total Expense:</b>	<b>146,126</b>	<b>252,441</b>	<b>106,314</b>	<b>57.89 %</b>	<b>1,308,112</b>	<b>3,030,500</b>	<b>1,722,388</b>	<b>43.16 %</b>
<b>Total Revenues</b>	<b>6,061</b>	<b>252,441</b>	<b>-246,379</b>	<b>-2.40 %</b>	<b>607,362</b>	<b>3,030,500</b>	<b>-2,423,138</b>	<b>-20.04 %</b>
<b>Total Fund: 24 - MITIGATION FUND:</b>	<b>-140,065</b>	<b>0</b>	<b>-140,065</b>		<b>-700,750</b>	<b>0</b>	<b>-700,750</b>	

## Statement of Revenue Over Expense - No Decimals

For Fiscal: 2015-2016 Period Ending: 01/31/2016

Level...	January Activity	January Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 26 - CONSERVATION FUND</b>								
<b>Revenue</b>								
R120 - Property Taxes Revenues	0	90,131	-90,131	0.00 %	649,378	1,082,000	-432,622	-60.02 %
R130 - User Fees	496	0	496	0.00 %	4,287	0	4,287	0.00 %
R150 - Permit Processing Fee	12,495	14,578	-2,083	-85.71 %	84,523	175,000	-90,477	-48.30 %
R200 - Recording Fees	815	666	149	-122.30 %	6,229	8,000	-1,771	-77.86 %
R210 - Legal Fees	171	1,250	-1,079	-13.69 %	1,425	15,000	-13,575	-9.50 %
R230 - Miscellaneous - Other	610	0	610	0.00 %	827	0	827	0.00 %
R250 - Interest Income	216	333	-117	-64.93 %	1,674	4,000	-2,326	-41.85 %
R270 - CAW - Rebates	38,821	58,310	-19,489	-66.58 %	352,342	700,000	-347,658	-50.33 %
R280 - CAW - Conservation	0	19,326	-19,326	0.00 %	0	232,000	-232,000	0.00 %
R305 - City of Seaside - Rebates	0	1,666	-1,666	0.00 %	0	20,000	-20,000	0.00 %
R310 - Other Reimbursements	0	833	-833	0.00 %	0	10,000	-10,000	0.00 %
R510 - Operating Reserve	0	2,666	-2,666	0.00 %	0	32,000	-32,000	0.00 %
<b>Total Revenue:</b>	<b>53,624</b>	<b>189,757</b>	<b>-136,133</b>	<b>-28.26 %</b>	<b>1,100,686</b>	<b>2,278,000</b>	<b>-1,177,314</b>	<b>-48.32 %</b>



## Statement of Revenue Over Expense - No Decimals

For Fiscal: 2015-2016 Period Ending: 01/31/2016

Level...	January Activity	January Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
<b>Expense</b>								
<b>Level1: 100 - Personnel Costs</b>								
1100 - Salaries & Wages	41,654	44,749	3,095	93.08 %	338,747	537,200	198,453	63.06 %
1110 - Manager's Auto Allowance	92	100	8	92.34 %	692	1,200	508	57.69 %
1120 - Manager's Deferred Comp	120	133	13	90.04 %	900	1,600	700	56.25 %
1130 - Unemployment Compensation	0	58	58	0.00 %	161	700	539	22.97 %
1140 - Insurance Opt-Out Supplemental	358	421	63	85.07 %	2,659	5,050	2,391	52.64 %
1150 - Temporary Personnel	2,261	5,848	3,586	38.67 %	25,344	70,200	44,856	36.10 %
1160 - PERS Retirement	3,925	7,755	3,830	50.62 %	72,770	93,100	20,330	78.16 %
1170 - Medical Insurance	7,261	6,656	-606	109.10 %	51,520	79,900	28,380	64.48 %
1180 - Medical Insurance - Retirees	1,092	1,150	58	94.97 %	7,756	13,800	6,044	56.20 %
1190 - Workers Compensation	158	175	17	90.45 %	1,308	2,100	792	62.31 %
1200 - Life Insurance	132	133	2	98.81 %	841	1,600	759	52.57 %
1210 - Long Term Disability Insurance	276	262	-14	105.21 %	1,937	3,150	1,213	61.50 %
1220 - Short Term Disability Insurance	55	58	3	94.10 %	384	700	316	54.81 %
1260 - Employee Assistance Program	19	25	6	76.79 %	136	300	164	45.27 %
1270 - FICA Tax Expense	0	42	42	0.00 %	165	500	335	33.06 %
1280 - Medicare Tax Expense	575	650	75	88.44 %	4,890	7,800	2,910	62.69 %
1290 - Staff Development & Training	91	1,200	1,108	7.60 %	2,592	14,400	11,808	18.00 %
1300 - Conference Registration	0	50	50	0.00 %	891	600	-291	148.50 %
1310 - Professional Dues	0	50	50	0.00 %	718	600	-118	119.67 %
1320 - Personnel Recruitment	0	100	100	0.00 %	1,300	1,200	-100	108.33 %
<b>Total Level1: 100 - Personnel Costs:</b>	<b>58,069</b>	<b>69,614</b>	<b>11,544</b>	<b>83.42 %</b>	<b>515,711</b>	<b>835,700</b>	<b>319,989</b>	<b>61.71 %</b>
<b>Level1: 200 - Supplies and Services</b>								
2000 - Board Member Compensation	0	741	741	0.00 %	2,666	8,900	6,234	29.96 %
2020 - Board Expenses	385	83	-301	461.62 %	392	1,000	608	39.17 %
2040 - Rent	169	258	90	65.34 %	1,148	3,100	1,952	37.03 %
2060 - Utilities	510	758	248	67.26 %	4,683	9,100	4,417	51.46 %
2120 - Insurance Expense	1,009	900	-110	112.19 %	6,074	10,800	4,726	56.24 %
2130 - Membership Dues	234	808	574	28.96 %	4,957	9,700	4,743	51.10 %
2140 - Bank Charges	93	67	-27	139.84 %	538	800	262	67.26 %
2150 - Office Supplies	116	325	209	35.72 %	1,619	3,900	2,281	41.52 %
2160 - Courier Expense	134	167	32	80.67 %	1,238	2,000	762	61.91 %
2170 - Printing/Photocopy	0	342	342	0.00 %	44	4,100	4,056	1.07 %
2180 - Postage & Shipping	97	83	-14	116.63 %	1,054	1,000	-54	105.36 %
2190 - IT Supplies/Services	1,417	2,058	641	68.87 %	11,710	24,700	12,990	47.41 %
2200 - Professional Fees	3,886	2,699	-1,187	143.99 %	36,350	32,400	-3,950	112.19 %
2220 - Equipment Repairs & Maintenance	232	142	-90	163.79 %	955	1,700	745	56.17 %
2235 - Equipment Lease	332	300	-32	110.64 %	1,935	3,600	1,665	53.75 %
2240 - Telephone	530	800	270	66.27 %	4,812	9,600	4,788	50.12 %
2260 - Facility Maintenance	1,151	641	-509	179.41 %	5,556	7,700	2,144	72.16 %
2270 - Travel Expenses	685	1,033	348	66.32 %	9,788	12,400	2,612	78.94 %

## Statement of Revenue Over Expense - No Decimals

For Fiscal: 2015-2016 Period Ending: 01/31/2016

Level...	January Activity	January Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
2280 - Transportation	120	417	296	28.82 %	4,940	5,000	60	98.79 %
2300 - Legal Services	3,667	4,998	1,331	73.37 %	29,768	60,000	30,232	49.61 %
2380 - Meeting Expenses	11	200	189	5.43 %	462	2,400	1,938	19.26 %
2420 - Legal Notices	0	92	92	0.00 %	0	1,100	1,100	0.00 %
2460 - Public Outreach	0	100	100	0.00 %	269	1,200	931	22.39 %
2480 - Miscellaneous	64	100	36	63.95 %	309	1,200	891	25.78 %
2500 - Tax Administration Fee	0	658	658	0.00 %	0	7,900	7,900	0.00 %
2900 - Operating Supplies	0	1,216	1,216	0.00 %	11,653	14,600	2,947	79.82 %
<b>Total Level1: 200 - Supplies and Services:</b>	<b>14,842</b>	<b>19,984</b>	<b>5,142</b>	<b>74.27 %</b>	<b>142,921</b>	<b>239,900</b>	<b>96,979</b>	<b>59.58 %</b>
<b>Level1: 300 - Other Expenses</b>								
3000 - Project Expenses	3,610	92,588	88,978	3.90 %	415,275	1,111,500	696,225	37.36 %
4000 - Fixed Asset Purchases	0	1,491	1,491	0.00 %	1,893	17,900	16,007	10.57 %
5500 - Election Expenses	0	4,582	4,582	0.00 %	0	55,000	55,000	0.00 %
6000 - Contingencies	0	1,499	1,499	0.00 %	0	18,000	18,000	0.00 %
<b>Total Level1: 300 - Other Expenses:</b>	<b>3,610</b>	<b>100,160</b>	<b>96,550</b>	<b>3.60 %</b>	<b>417,167</b>	<b>1,202,400</b>	<b>785,233</b>	<b>34.69 %</b>
<b>Total Expense:</b>	<b>76,522</b>	<b>189,757</b>	<b>113,236</b>	<b>40.33 %</b>	<b>1,075,799</b>	<b>2,278,000</b>	<b>1,202,201</b>	<b>47.23 %</b>
<b>Total Revenues</b>	<b>53,624</b>	<b>189,757</b>	<b>-136,133</b>	<b>-28.26 %</b>	<b>1,100,686</b>	<b>2,278,000</b>	<b>-1,177,314</b>	<b>-48.32 %</b>
<b>Total Fund: 26 - CONSERVATION FUND:</b>	<b>-22,897</b>	<b>0</b>	<b>-22,897</b>		<b>24,887</b>	<b>0</b>	<b>24,887</b>	

## Statement of Revenue Over Expense - No Decimals

For Fiscal: 2015-2016 Period Ending: 01/31/2016

Level...	January Activity	January Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 35 - WATER SUPPLY FUND</b>								
<b>Revenue</b>								
R100 - Water Supply Charge	0	283,220	-283,220	0.00 %	1,985,810	3,400,000	-1,414,190	-58.41 %
R120 - Property Taxes Revenues	0	40,650	-40,650	0.00 %	292,880	488,000	-195,120	-60.02 %
R140 - Connection Charges	22,258	14,578	7,680	-152.69 %	143,285	175,000	-31,715	-81.88 %
R220 - Copy Fee	5	0	5	0.00 %	64	0	64	0.00 %
R230 - Miscellaneous - Other	0	0	0	0.00 %	6,111	0	6,111	0.00 %
R240 - Insurance Refunds	0	0	0	0.00 %	1,352	0	1,352	0.00 %
R250 - Interest Income	2,448	375	2,073	-653.01 %	8,686	4,500	4,186	-193.02 %
R260 - CAW - ASR	0	23,566	-23,566	0.00 %	0	282,900	-282,900	0.00 %
R265 - CAW - Los Padres Reimbursement	0	49,980	-49,980	0.00 %	0	600,000	-600,000	0.00 %
R300 - Watermaster	0	5,848	-5,848	0.00 %	0	70,200	-70,200	0.00 %
R510 - Operating Reserve	0	256,764	-256,764	0.00 %	0	3,082,400	-3,082,400	0.00 %
<b>Total Revenue:</b>	<b>24,711</b>	<b>674,980</b>	<b>-650,269</b>	<b>-3.66 %</b>	<b>2,438,189</b>	<b>8,103,000</b>	<b>-5,664,811</b>	<b>-30.09 %</b>

## Statement of Revenue Over Expense - No Decimals

For Fiscal: 2015-2016 Period Ending: 01/31/2016

Level...	January Activity	January Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
<b>Expense</b>								
<b>Level1: 100 - Personnel Costs</b>								
1100 - Salaries & Wages	60,073	69,780	9,708	86.09 %	441,212	837,700	396,488	52.67 %
1110 - Manager's Auto Allowance	277	300	23	92.34 %	2,077	3,600	1,523	57.69 %
1120 - Manager's Deferred Comp	360	383	23	93.95 %	2,700	4,600	1,900	58.70 %
1130 - Unemployment Compensation	0	83	83	0.00 %	221	1,000	779	22.11 %
1140 - Insurance Opt-Out Supplemental	650	741	92	87.62 %	4,846	8,900	4,054	54.45 %
1150 - Temporary Personnel	0	25	25	0.00 %	3,631	300	-3,331	1,210.44 %
1160 - PERS Retirement	6,001	11,595	5,595	51.75 %	101,631	139,200	37,569	73.01 %
1170 - Medical Insurance	7,221	7,947	726	90.86 %	51,718	95,400	43,682	54.21 %
1180 - Medical Insurance - Retirees	1,501	1,583	82	94.85 %	10,664	19,000	8,336	56.13 %
1190 - Workers Compensation	1,096	1,241	146	88.28 %	8,262	14,900	6,638	55.45 %
1200 - Life Insurance	139	129	-10	107.68 %	958	1,550	592	61.80 %
1210 - Long Term Disability Insurance	358	387	29	92.51 %	2,393	4,650	2,257	51.45 %
1220 - Short Term Disability Insurance	71	83	12	85.30 %	469	1,000	531	46.92 %
1260 - Employee Assistance Program	20	33	13	59.59 %	142	400	258	35.42 %
1270 - FICA Tax Expense	0	167	167	0.00 %	227	2,000	1,773	11.36 %
1280 - Medicare Tax Expense	650	1,016	366	64.01 %	4,947	12,200	7,253	40.55 %
1290 - Staff Development & Training	125	675	549	18.59 %	1,047	8,100	7,053	12.92 %
1300 - Conference Registration	0	100	100	0.00 %	513	1,200	687	42.77 %
1310 - Professional Dues	108	92	-17	118.19 %	257	1,100	843	23.35 %
1320 - Personnel Recruitment	0	142	142	0.00 %	1,150	1,700	550	67.65 %
<b>Total Level1: 100 - Personnel Costs:</b>	<b>78,650</b>	<b>96,503</b>	<b>17,853</b>	<b>81.50 %</b>	<b>639,065</b>	<b>1,158,500</b>	<b>519,435</b>	<b>55.16 %</b>
<b>Level1: 200 - Supplies and Services</b>								
2000 - Board Member Compensation	0	1,016	1,016	0.00 %	3,666	12,200	8,534	30.05 %
2020 - Board Expenses	529	108	-420	488.24 %	539	1,300	761	41.43 %
2040 - Rent	952	800	-152	119.05 %	4,586	9,600	5,014	47.77 %
2060 - Utilities	713	1,058	345	67.37 %	6,514	12,700	6,186	51.29 %
2120 - Insurance Expense	1,388	1,241	-147	111.81 %	8,352	14,900	6,548	56.05 %
2130 - Membership Dues	322	650	328	49.52 %	6,385	7,800	1,415	81.86 %
2140 - Bank Charges	86	100	14	86.38 %	1,505	1,200	-305	125.40 %
2150 - Office Supplies	146	450	304	32.38 %	2,049	5,400	3,351	37.94 %
2160 - Courier Expense	185	217	32	85.33 %	1,283	2,600	1,317	49.34 %
2170 - Printing/Photocopy	0	175	175	0.00 %	60	2,100	2,040	2.86 %
2180 - Postage & Shipping	96	108	12	88.52 %	1,357	1,300	-57	104.38 %
2190 - IT Supplies/Services	1,995	2,932	937	68.04 %	16,541	35,200	18,659	46.99 %
2200 - Professional Fees	5,344	3,715	-1,628	143.83 %	49,981	44,600	-5,381	112.07 %
2220 - Equipment Repairs & Maintenance	319	192	-127	166.46 %	1,313	2,300	987	57.08 %
2235 - Equipment Lease	429	417	-12	102.90 %	2,578	5,000	2,422	51.55 %
2240 - Telephone	984	1,258	273	78.27 %	6,945	15,100	8,155	46.00 %
2260 - Facility Maintenance	1,555	1,000	-556	155.61 %	7,613	12,000	4,387	63.44 %
2270 - Travel Expenses	167	750	582	22.33 %	3,818	9,000	5,182	42.43 %

## Statement of Revenue Over Expense - No Decimals

For Fiscal: 2015-2016 Period Ending: 01/31/2016

Level...	January Activity	January Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
2280 - Transportation	1,497	733	-764	204.24 %	3,387	8,800	5,413	38.48 %
2300 - Legal Services	35,215	20,825	-14,390	169.10 %	167,030	250,000	82,970	66.81 %
2380 - Meeting Expenses	15	175	160	8.52 %	635	2,100	1,465	30.26 %
2420 - Legal Notices	0	117	117	0.00 %	580	1,400	820	41.41 %
2460 - Public Outreach	0	142	142	0.00 %	406	1,700	1,294	23.89 %
2480 - Miscellaneous	88	133	45	65.94 %	425	1,600	1,175	26.59 %
2500 - Tax Administration Fee	0	1,008	1,008	0.00 %	0	12,100	12,100	0.00 %
2900 - Operating Supplies	0	242	242	0.00 %	198	2,900	2,702	6.81 %
<b>Total Level1: 200 - Supplies and Services:</b>	<b>52,024</b>	<b>39,559</b>	<b>-12,465</b>	<b>131.51 %</b>	<b>297,746</b>	<b>474,900</b>	<b>177,154</b>	<b>62.70 %</b>
<b>Level1: 300 - Other Expenses</b>								
3000 - Project Expenses	591,119	506,464	-84,655	116.71 %	1,608,809	6,080,000	4,471,191	26.46 %
4000 - Fixed Asset Purchases	623	4,965	4,342	12.55 %	14,060	59,600	45,540	23.59 %
5000 - Debt Service	0	19,159	19,159	0.00 %	70,070	230,000	159,930	30.47 %
5500 - Election Expenses	0	6,248	6,248	0.00 %	0	75,000	75,000	0.00 %
6000 - Contingencies	0	2,083	2,083	0.00 %	0	25,000	25,000	0.00 %
<b>Total Level1: 300 - Other Expenses:</b>	<b>591,742</b>	<b>538,918</b>	<b>-52,824</b>	<b>109.80 %</b>	<b>1,692,939</b>	<b>6,469,600</b>	<b>4,776,661</b>	<b>26.17 %</b>
<b>Total Expense:</b>	<b>722,415</b>	<b>674,980</b>	<b>-47,435</b>	<b>107.03 %</b>	<b>2,629,750</b>	<b>8,103,000</b>	<b>5,473,250</b>	<b>32.45 %</b>
<b>Total Revenues</b>	<b>24,711</b>	<b>674,980</b>	<b>-650,269</b>	<b>-3.66 %</b>	<b>2,438,189</b>	<b>8,103,000</b>	<b>-5,664,811</b>	<b>-30.09 %</b>
<b>Total Fund: 35 - WATER SUPPLY FUND:</b>	<b>-697,705</b>	<b>0</b>	<b>-697,705</b>		<b>-191,560</b>	<b>0</b>	<b>-191,560</b>	
<b>Report Total:</b>	<b>-860,667</b>	<b>0</b>	<b>-860,667</b>		<b>-867,424</b>	<b>0</b>	<b>-867,424</b>	

## Statement of Revenue Over Expense - No Decimals

## Fund Summary

Fund	January Activity	January Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
24 - MITIGATION FUND	-140,065	0	-140,065		-700,750	0	-700,750	
26 - CONSERVATION FUND	-22,897	0	-22,897		24,887	0	24,887	
35 - WATER SUPPLY FUND	-697,705	0	-697,705		-191,560	0	-191,560	
<b>Report Total:</b>	<b>-860,667</b>	<b>0.08</b>	<b>-860,667</b>		<b>-867,424</b>	<b>0</b>	<b>-867,424</b>	

This meeting has been noticed according to the Brown Act rules. The Board of Directors meets regularly on the third Monday of each month. The meetings begin at 7:00 PM.



DRAFT AGENDA (Current 3/9/16)  
**Regular Meeting**  
**Board of Directors**  
**Monterey Peninsula Water Management District**

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**Monday, March 21, 2016, 7:00 PM**  
 Conference Room, Monterey Peninsula Water Management District  
 5 Harris Court, Building G, Monterey, CA

Staff notes will be available on the District web site at  
<http://www.mpwmd.net/asd/board/boardpacket/2016> by 5 PM on Friday, March 18, 2016.

The 7:00 PM Meeting will be televised on Comcast Channels 25 & 28. Refer to broadcast schedule on page 3.

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**CALL TO ORDER/ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**ADDITIONS AND CORRECTIONS TO AGENDA** - The Clerk of the Board will announce agenda corrections and proposed additions, which may be acted on by the Board as provided in Sections 54954.2 of the California Government Code.

**RECOGNITION OF FORMER DIRECTOR, DALE HEKHUIS**

**ORAL COMMUNICATIONS** - Anyone wishing to address the Board on Consent Calendar, Information Items, Closed Session items, or matters not listed on the agenda may do so only during Oral Communications. Please limit your comment to three (3) minutes. The public may comment on all other items at the time they are presented to the Board.

**CONSENT CALENDAR:** The Consent Calendar consists of routine items for which staff has prepared a recommendation. Approval of the Consent Calendar ratifies the staff recommendation. Consent Calendar items may be pulled for separate consideration at the request of a member of the public, or a member of the Board. Following adoption of the remaining Consent Calendar items, staff will give a brief presentation on the pulled item. Members of the public are requested to limit individual comment on pulled Consent Items to three (3) minutes.

1. Consider Adoption of Minutes of the February 17, 2016 Special Board Meeting
2. Consider Adoption of Resolution 2016-05 Reestablish User Fee and Suspend its Collection on California American Water Bills for Remainder of Fiscal Year 2015-16
3. Consider Adoption of Resolution 2016-06 - Amendments to Rule 24, Table 2 Non Residential Water Use Factors

**Board of Directors**

Jeanne Byrne, Chair – Division 4  
 Robert S. Brower, Sr., Vice Chair – Division 5  
 Brenda Lewis – Division 1  
 Andrew Clarke - Division 2  
 Molly Evans – Division 3  
 David Pendergrass, Mayoral Representative  
 David Potter, Monterey County Board of Supervisors Representative

**General Manager**

David J. Stoldt

This agenda was posted at the District office at 5 Harris Court, Bldg. G Monterey on \_\_\_\_\_, \_\_\_\_\_, 2016. Staff reports regarding these agenda items will be available for public review on 3/18/2016, at the District office and at the Carmel, Carmel Valley, Monterey, Pacific Grove and Seaside libraries. After staff reports have been distributed, if additional documents are produced by the District and provided to a majority of the Board regarding any item on the agenda, they will be available at the District office during normal business hours, and posted on the District website at <http://www.mpwmd.net/asd/board/boardpacket/2016>. Documents distributed at the meeting will be made available in the same manner. The next regular meeting of the Board of Directors is scheduled for April 18, 2016 at 7 pm.

4. Consider Adoption of Resolution 2016-07 - Recognize Jason Burnett for Outstanding Leadership in Achievement of Progress on Development of Water Supply Solutions
5. Authorize the Creation of an Assistant Water Resources Engineer Position and Recruitment for Candidates within the Engineering Career Ladder
6. Consider Expenditure of Funds for Assistance with Collection of Streamflow Measurements to Support Development of an Instream Flow Model for the Carmel River
7. Consider Expenditure to Contract with Consulting Team for North Monterey County Drought Contingency Plan
8. Declare Surplus District Property
9. Consider Adoption of Treasurer's Report for January 2016

#### **GENERAL MANAGER'S REPORT**

10. Status Report on California American Water Compliance with State Water Resources Control Board Order 2009-0060 and Seaside Groundwater Basin Adjudication Decision
11. Update on Development of Water Supply Projects
12. Report on Drought Response

#### **DIRECTORS' REPORTS (INCLUDING AB 1234 REPORTS ON TRIPS, CONFERENCE ATTENDANCE AND MEETINGS)**

13. Oral Reports on Activities of County, Cities, Other Agencies/Committees/Associations

**PUBLIC HEARINGS** – Public comment will be received on each of these items. Please limit your comment to three (3) minutes per item.

14. **Consider First Reading of Ordinance No. 170 – Amending Rules 11, 20, 21, 22, 23, 24, 25.5 and 142**

*Action: The Board will conduct a public hearing on the first reading of draft Ordinance No. 170 and consider approval and referral to a future meeting for second reading and adoption.*

15. **Consider Adoption of April through June 2016 Quarterly Water Supply Strategy and Budget**

*Action: The Board will consider approval of a proposed production strategy for the California American Water Distribution Systems for the three-month period of April through June 2016. The strategy sets monthly goals for surface and groundwater production from various sources within the California American Water systems.*

16. **Consider Adoption of 2015 MPWMD Annual Report**

*Action: The District's enabling legislation requires that each year a public hearing be conducted on the annual report.*

**ACTION ITEMS** – No Action items are presented for Board consideration.

**DISCUSSION ITEMS** – Public comments will be received. Please limit your comment to three (3) minutes per item.

17. **Discuss Finance Plan for Utilization of User Fee and Water Supply Charge Funds**

**INFORMATIONAL ITEMS/STAFF REPORTS** The public may address the Board on Information Items and Staff Reports during the Oral Communications portion of the meeting. Please limit your comments to three minutes.

18. Letters Received
19. Committee Reports
20. Monthly Allocation Report
21. Water Conservation Program Report
22. Carmel River Fishery Report for February 2016
23. Monthly Water Supply and California American Water Production Report

#### **ADJOURNMENT**



Board Meeting Broadcast Schedule – Comcast Channels 25 & 28

View Live Webcast at [Ampmedia.org](http://Ampmedia.org)

Ch. 25, Sundays, 7 PM	Monterey
Ch. 25, Mondays, 7 PM	Monterey, Del Rey Oaks, Pacific Grove, Sand City, Seaside
Ch. 28, Mondays, 7 PM	Carmel, Carmel Valley, Del Rey Oaks, Monterey, Pacific Grove, Pebble Beach, Sand City, Seaside
Ch. 28, Fridays, 9 AM	Carmel, Carmel Valley, Del Rey Oaks, Monterey, Pacific Grove, Pebble Beach, Sand City, Seaside

Upcoming Board Meetings

Monday, April 18, 2016	Regular Board Meeting	7:00 pm	District conference room
Monday, May 16, 2016	Regular Board Meeting	7:00 pm	District conference room
Monday, June 20, 2016	Regular Board Meeting	7:00 pm	District conference room

Upon request, MPWMD will make a reasonable effort to provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. MPWMD will also make a reasonable effort to provide translation services upon request. Please submit a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service by 5:00 PM on Thursday, March 17, 2016. Requests should be sent to the Board Secretary, MPWMD, P.O. Box 85, Monterey, CA, 93942. You may also fax your request to the Administrative Services Division at 831-644-9560, or call 831-658-5600.