



This meeting has been noticed according to the Brown Act rules. This agenda was posted on Friday, December 4, 2020.

Administrative Committee

Members:

Jeanne Byrne, Chair
Alvin Edwards
Molly Evans

Alternate:

George Riley

Staff Contact:

Suresh Prasad

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 on the District's website prior to the meeting. Documents distributed at the meeting will be made available upon request and posted to the District's website www.mpwmd.net within five days following the meeting.

AGENDA
Administrative Committee
of the Monterey Peninsula Water Management District

Tuesday, December 8, 2020, 4:00 PM

Pursuant to Governor Newsom's Executive Orders N-29-20 and N-33-20, and to do all we can to help slow the spread of COVID-19 (coronavirus), meetings of the Monterey Peninsula Water Management District Board of Directors and committees will be conducted with virtual (electronic) participation only using WebEx.

Join the meeting at:

<https://mpwmd.webex.com/mpwmd/onstage/g.php?MTID=ecd28f488bf85231e379428a1474e5a71>

Or join at: mpwmd.webex.com.

Meeting number: 126 720 2067

Meeting password: DecAdmin

Participate by phone: 877-668-4493

For detailed instructions on how to connect to the meeting, see page 2 of this agenda.

Call to Order

Comments from Public – *At this time, the public may comment on Consent Calendar Items or any item within the District's jurisdiction that is not listed on the agenda. Please limit your comments to three minutes in length.*

Action Items - *Public comment will be received on each item. Please limit your comments to three minutes in length.*

1. Consider Approval of Amendment 4 to the Cost Sharing Agreement with the Monterey One Water for the Pure Water Monterey Project Expansion

Consent Calendar - *The Consent Calendar consists of routine items for which staff has prepared a recommendation. Adoption of the Consent Calendar indicates that the Committee has approved the staff recommendations. Consent Calendar items may be pulled for separate consideration at the request of a member of the public, or a member of the Committee. 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. Unless noted with double asterisks "**", Consent Calendar items do not constitute a project as defined by CEQA Guidelines section 15378.*

2. Consider Adoption of October 13, 2020 Administrative Committee Meeting Minutes
3. Consider Authorizing the General Manager to Enter into a Contract for Grant Administration Services with Dudek
4. Consider Adoption of Treasurer's Report for September 2020
5. Receive and File First Quarter Financial Activity Report for Fiscal Year 2020-2021
6. Consider Approval of Third Quarter Fiscal Year 2020-2021 Investment Report
7. Consider Recommendation to the Board to Fund Rebates in the California American

Water System Between January 1, 2020 and the Availability of Funding from the California American Water General Rate Case

8. Consider Adoption of Resolution 2020-18 Authorizing an Exception to the CALPERS 180-Day Wait Period for Hiring

Informational Items – *Public comment will be received on each item. Please limit your comments to three minutes in length.*

9. Report on Activity/Progress on Contracts Over \$25,000
10. Status Report on Measure J/Rule 19.8 Phase II Spending

Other Items

11. Review Draft December 14, 2020 Board Meeting Agenda

Suggest Items to be Placed on Future Agendas

Adjournment

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. Submit requests by noon on December 4, 2020 to the Board Secretary, arlene@mpwmd.net or call 831-658-5652.

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Instructions for Connecting to the WebEx Meeting

Note: If you have not used WebEx previously, when you begin connecting to the meeting you may be asked to download the app. If you do not have a computer, you can participate by phone only.

Begin: Within 10 minutes of the meeting start time, from your computer click on this link: <https://mpwmd.webex.com/mpwmd/onstage/g.php?MTID=ecd28f488bf85231e379428a1474e5a71> or copy and paste the link into your browser, or go to: mpwmd.webex.com.

Under “Join a Meeting” enter the meeting number 126 720 2067, hit the enter key and when prompted enter the meeting password DecAdmin, click “Next” and see the dropdown menu at the bottom of the screen “Use computer for audio” and select the method you will use to hear the meeting – see below.

1) Audio and video connection from computer with WebEx app – view participants/materials on your screen

Click on the “Use computer for audio” drop down list

Click “Join Meeting”

Once in the meeting, mute your microphone.

Turn your microphone on when it is your turn to speak.

2) View material on your computer screen and listen to audio on your phone

From the “Use computer for Audio” drop down list select “Call In”

Click on “Join Meeting” / You will see a toll-free telephone number, access code, and attendee ID # -- enter these numbers on your phone.

Mute the microphone on your computer.

Disable computer speakers using the Settings menu.

Join by phone only (no computer) dial 1-877-668-4493 and use the meeting number above.

Presenting Public Comment

- 1) The Chair will call the meeting to order.
- 2) Receipt of Public Comment – the Chair will ask for comments from the public on all items. Limit your comment to 3 minutes.
 - (a) Computer Audio Connection: Select the “raised hand” icon. When you are called on to speak, please identify yourself.
 - (b) Phone audio connection: Press *9. Wait for the clerk to unmute your phone and then identify yourself and provide your comment. Press *9 to end the call.
- 3) For Action and Discussion Items the Chair will receive a presentation from staff and the Directors may ask questions. Following the question and answer period, the Chair will ask for comments from the public.

Submit Written Comments

If you are unable to participate via telephone or computer to present oral comments, you may also submit your comments by e-mailing them to comments@mpwmd.net with one of the following subject lines "PUBLIC COMMENT ITEM #" (insert the item number relevant to your comment) or "PUBLIC COMMENT – ORAL COMMUNICATIONS". Comments must be received by 12:00 p.m. on Tuesday, December 8, 2020. Comments submitted by noon will be provided to the Board of Directors and will be compiled as part of the record.

ADMINISTRATIVE COMMITTEE

1. CONSIDER APPROVAL OF AMENDMENT 4 TO THE COST SHARING AGREEMENT WITH THE MONTEREY ONE WATER FOR THE PURE WATER MONTEREY PROJECT EXPANSION

Meeting Date: December 8, 2020 **Budgeted:** N/A

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

Prepared By: David Stoldt **Cost Estimate:** N/A

General Counsel Approval: N/A

Committee Recommendation: The Administrative Committee reviewed this item on December 8, 2020 and recommended _____.

CEQA Compliance: Action does not constitute a project as defined by the California Environmental Quality Act Guidelines section 15378.

SUMMARY: In May 2013, the Monterey One Water (M1W) and Monterey Peninsula Water Management District (MPWMD) entered into a Cost Sharing Agreement (Agreement) to fund the Pure Water Monterey (PWM) Project planning and development costs, also referred to as pre-construction costs.

Under the Agreement, beginning with Fiscal Year 2013-14, M1W agreed to fund 25% of all costs listed in Section II (A)(1,2) of the Agreement, while the MPWMD agreed to pay for 75% of the specified costs. Since the initial Agreement, the parties have entered into 3 amendments to the Agreement.

To ensure adequate long-term recharge capacity for PWM, on August 31, 2020 the M1W Board approved proceeding with a third deep well (DIW-3) and supported a fourth (DIW-4) if the MPWMD participated financially. The additional capacity helps ensure that M1W and MPWMD do not breach the Water Purchase Agreement delivery guarantees, provides operational flexibility, and creates redundancy.

Funding for commissioning and repair of the existing injection wells and the addition of DIW-3, is being expedited as a \$6.1million amendment to the existing PWM Clean Water State Revolving Fund (SRF) loan agreement. DIW-4 is not budgeted or included within the SRF loan amendment. This proposed Fourth Amendment to the Agreement is for MPWMD to fund the construction and associated other costs for DIW-4 up to the approved amount.

At their September 21, 2020 Board meeting, MPWMD authorized \$4,070,000 to fund DIW-4. Based on their authorization, M1W amended the Injection Well Phase 3 bid package to include DIW-4. The contract awarded by the M1W Board on October 26, 2020 included both DIW-3 and DIW-4.

The attached Amendment 4 (**Exhibit 1-A**), incorporates changes to the Agreement to accommodate the additional expenditure of funds.

RECOMMENDATION: Administrative Committee recommends the Board approve Amendment 4 to the Cost Sharing Agreement with M1W for the Pure Water Monterey Project expansion and execute per agreement with M1W and at the direction of the CFO and General Manager.

EXHIBIT

1-A Amendment 4 – M1W-MPWMD GWR Project Cost Sharing Agreement

EXHIBIT 1-A

**AMENDMENT 4
to
M1W (formerly MRWPCA)-MPWMD
GROUNDWATER REPLENISHMENT PROJECT
COST SHARING AGREEMENT**

This Amendment is entered into as of December __, 2020 (**Effective Date**), by and between the Monterey One Water, a joint powers authority ("M1W") and the Monterey Peninsula Water Management District, a California special act district ("MPWMD"), collectively the "Parties", based upon the following facts, intentions and understandings of the Parties.

Section II. A. 1 is amended to read as follows:

1.(d) Unreimbursed Construction Period Costs Defined

From December 1, 2020 through June 30, 2022, there may occur project related costs that are not allowed to be capitalized to the project and paid or reimbursed by State Revolving Fund Loans. Examples of those costs include, among others:

1. Injection Well Phase 3 expenditures up to \$4,070,000 for Deep Injection Well 4 (DIW4), including construction, construction management, commissioning, among others.

1.(e) Financing of GWR Unreimbursed Construction Period Costs

MPWMD shall pay one-hundred percent (100%) of such DIW4 costs, and M1W shall pay one hundred percent (100%) of costs related to Deep Injection Well 3 (DIW3). Failure of M1W to fulfill its obligations to fund DIW3 through completion shall be an event of default by M1W and, in such an instance shall release MPWMD from its obligations related to DIW4.

MPWMD shall reimburse M1W within 30 days of receipt of an invoice for expenditures associated with DIW4.

Section II. F. is amended to read as follows:

14. Term

This Agreement shall remain in force and effect until June 30, 2022. The term of this Agreement may be extended with the mutual agreement of the Parties.

WHEREFORE, this Amendment 4 to the Cost Sharing Agreement was executed by the parties on the date first above written.

EXHIBIT 1-A

MONTEREY ONE WATER

MPWMD

By: Date:

By: Date:

Ron Stefani, Board Chair
M1W Board of DirectorsAlvin Edwards, Chair
MPWMD Board of Directors

ADMINISTRATIVE COMMITTEE**2. ADOPT MINUTES OF OCTOBER 13, 2020 COMMITTEE MEETING**

Meeting Date: December 8, 2020

From: David J. Stoldt,
General Manager

Prepared By: Sara Reyes

SUMMARY: Draft minutes of the October 13, 2020 Administrative Committee meeting are attached as **Exhibit 2-A**.

RECOMMENDATION: The Committee should review the minutes and adopt them by motion.

EXHIBIT

2-A Draft Minutes of October 13, 2020 Committee Meeting



EXHIBIT 2-A

DRAFT MINUTES Monterey Peninsula Water Management District Administrative Committee October 13, 2020

Call to Order

The meeting was called to order at 4:00 PM via WebEx.

Committee members present: Jeanne Byrne – Chair
Alvin Edwards
Molly Evans

Staff present: David Stoldt, General Manager
Jonathan Lear, Water Resources Manager
Suresh Prasad, Administrative Services Manager/Chief Financial Officer
Gabriela Bravo, Conservation Analyst
Sara Reyes, Sr. Office Specialist

Comments from Public

None

Action Items

1. Consider Approval of Amendment to Agreement for Employment of General Manager

On a motion by Byrne and second by Edward, the Committee voted to recommend the Board approve compensation changes as shown in Amendment No. 4 to Agreement for Employment of General Manager. 6% and 56 hours. The motion was approved 3 – 0 by a roll call vote.

Consent Calendar

On a motion by Evans and second by Edwards, the committee voted to approve Consent Calendar items 3 and 4. The motion was approved 3 – 0 on a roll call vote by Edwards, Evans and Byrne.

2. Consider Adoption of September 15, 2020 Administrative Committee Meeting Minutes Approved.

3. Consider Adoption of Resolution 2020-14 – Amending Fees and Charges Table – Rule 60

On a motion by Edwards and second by Byrne, the Committee voted 2 – 1 to recommend the Board adopt Resolution 2020-14 – Amending District Rule 60, Fees and Charges Table. Director Evans voted against the motion.

4. Consider Adoption of Treasurer's Report for August 2020 Approved.

Informational Items

5. Report on Activity/Progress on Contracts Over \$25,000

This item was presented as information to the committee. No action was required or taken by the committee.

6. Status Report on Measure J/Rule 19.8 Phase II Spending

This item was presented as information to the committee. No action was required or taken by the committee.

7. Monthly Progress Report – Santa Margarita Water Treatment Facility

This item was presented as information to the committee. No action was required or taken by the committee.

Other Items

8. Review Draft Board Meeting Agendas for the October 19, 2020 Closed Session and Regular Meeting

The Committee agreed that a Closed Session meeting is not needed on October 19. The Committee discussed changing the start meeting time to 5 PM rather than 6 PM to allow more time to conduct the meeting due to the nature of the items on the agenda. No changes were made to the October 19 Regular Board meeting agenda.

9. Suggest Items to be Placed on Future Agendas

No items were presented.

Adjournment

The meeting adjourned at 4:43 PM.

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ADMINISTRATIVE COMMITTEE

3. CONSIDER AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT FOR GRANT ADMINISTRATION SERVICES WITH DUDEK

Meeting Date:	December 8, 2020	Budgeted:	Yes
From:	David J. Stoldt, General Manager	Program/ Line Item No.:	WRD 2-6-1
Prepared By:	Maureen Hamilton	Cost Estimate:	\$132,204

General Counsel Review: N/A

Committee Recommendation: The Administrative Committee reviewed this item on December 8, 2020 and recommended _____.

CEQA Compliance: This action does not constitute a project as defined by the California Environmental Quality Act Guidelines section 15378.

SUMMARY: Resolution 2020-02 authorized the General Manager to enter into a grant agreement with DWR for a Proposition 1 Integrated Regional Water Management (IRWM) Implementation Round 1 Grant. MPWMD will act as administrator for the grant funds. MPWMD received an award notification letter for the Proposition 1 IRWM Implementation Round 1 Grant on July 7, 2020.

MPWMD issued a Request for Proposals (RFP) for grant administration services on October 22, 2020. Staff contacted six organizations and published the RFP on the California Special Districts Association website RFP clearinghouse. Five proposals were opened on November 18, 2020 from the following firms:

1. Consero Solutions
2. Dudek
3. Landmark Environmental, Inc.
4. Regional Government Services
5. Wallace Group

Staff reviewed and rated the proposals based on each firm's experience and references, understanding of project goals, proposed methodology to fulfill the intent of the RFP, ability and capacity to fulfill the intent of the RFP, and reasonableness of the budget and schedule.

Dudek was the highest scoring firm, their proposal is included as **Exhibit 3-A**. Dudek is a California-based environmental and engineering consultant with nationwide offices and more than 600 staff. The team has been managing IRWM grants for Santa Barbara County and is contracted to manage Santa Barbara County's IRWM Implementation Round 1 grant.

The contract will be fully reimbursed by the grant. There is no cost share for grant administration.

RECOMMENDATION: The Administrative Committee should recommend the Board authorize the General Manager to enter into a contract for grant administration services with Dudek in the amount of \$114,960 plus 15% contingency for a total contract amount not-to-exceed \$132,204. The contract will be paid on a time and materials basis. The contract amount will be 100% reimbursed by grant funding.

EXHIBIT

3-A Dudek Proposal for Grant Administration Services



PROPOSAL

Grant Administration for Proposition 1 Round 1 IRWM
Grant to the Monterey Peninsula, Carmel Bay, and South
Monterey Bay Planning Region

PREPARED FOR

Monterey Peninsula Water Management District

November 18, 2020

Section 1

Cover Letter

November 18, 2020

Maureen Hamilton, Water Resources Engineer
Monterey Peninsula Water Management District
5 Harris Court, Building G
Monterey, California 93940

Subject: Proposal for Grant Administration for Proposition 1 Round 1 Integrated Regional Water Management Grant to the Monterey Peninsula, Carmel Bay, and South Monterey Bay Planning Region

Dear Ms. Hamilton,

Providing grant administration consulting services to the Monterey Peninsula, Carmel Bay, and South Monterey Bay Planning Region for the Monterey Peninsula Water Management District (MPWMD) requires a knowledgeable and experienced grant team that is well-versed in managing and administering federal, state, and regional grants. We administer and manage grants for various jurisdictions and special districts, leading projects from conception to completion.

Dudek is well equipped to perform the following tasks under this contract:

- Grant administration
- Invoicing
- Reporting

Our expert grant team brings the following advantages to the MPWMD:

Extensive IRWM Program Experience. Dudek has been working within the Integrated Regional Water Management (IRWM) Program since its inception through Proposition (Prop) 50 until today. Our staff have experience with the State Board's previous IRWM grants, and since 2006 and 2007, we have worked with the California Department of Water Resources' (DWR) requirements for IRWM Plans, programming, and grant applications. Our team understands the depth, breadth, and vision associated with IRWM Plans, which we are well equipped to facilitate.

Grant Administration Expertise. Our team has experience managing complex water-related state and federal grant programs. Through this experience, we have learned that a key requirement for successful grant administration is a clear organizational framework with lines of communication defined among team members. Dudek has developed a proven management plan that has led to successful project implementation and timely grant close out. In addition to successfully securing competitive grant funding, the proposed project team works closely within interdisciplinary teams on various programs and projects.

Primary Contact Person

Jane Gray, Project Manager
621 Chapala Street
Santa Barbara, California 93101
805.308.8531
jgray@dudek.com

Organization Information

Type: Corporation
Years in Existence: 40

Dudek currently performs grant administration services for Santa Barbara County, IRWM Disadvantage Community Involvement Grant, Prop 1, which involves gathering progress reports and invoice information for the grant report, as well as reviewing for consistency and eligibility and working with all involved parties.

California Focus on Water Issues. Dudek has worked with agencies and municipalities to address engineering and environmental issues related to water throughout California for 40 years. We are a California-based environmental and engineering consultant with nationwide offices and more than 600 planners, scientists, civil engineers, contractors, and support staff. We assist clients on a range of projects that improve and evolve our water infrastructure, communities, and natural environment.

We look forward to contributing to the MPWMD's vision of providing funding support for programs and projects, in addition to managing grant funding opportunities. Please contact Project Manager Jane Gray with any questions at 805.308.8531 or jgray@dudek.com.

Sincerely,



Joseph Monaco
President/CEO



Jane Gray
Project Manager

Joseph Monaco is authorized to bind Dudek.

Signature Page

Exhibit A

SIGNATURE PAGE

ISSUE DATE: October 26, 2020

RFP EXTENSION DATE: NARFP: GRANT ADMINISTRATION PROPOSITION 1 ROUND 1 IRWM GRANT TO THE
MONTEREY PENINSULA REGION**PROPOSALS ARE DUE IN
THE DISTRICT OFFICE BY
2:00 P.M., LOCAL TIME, ON: Wednesday November 18, 2020****MAILING ADDRESS:**
Monterey Peninsula Water Management District
5 Harris Court, Building G
Monterey, CA 93940QUESTIONS ABOUT THIS RFP #10340 SHOULD BE DIRECTED TO
Maureen Hamilton, mhailton@mpwmd.net, (831) 658-5622 or (831) 242-0191

Consultant MUST INCLUDE THE FOLLOWING IN EACH PROPOSAL:



ALL REQUIRED CONTENT AS DEFINED PER SECTION 7.1 HEREIN

This Signature Page must be included with your submittal in order to validate your proposal.
Proposals submitted without this page will be deemed non-responsive.**CHECK HERE IF YOU HAVE ANY EXCEPTIONS TO THIS SOLICITATION.**

Consultant MUST COMPLETE THE FOLLOWING TO VALIDATE PROPOSAL

I hereby agree to furnish the articles and/or services stipulated in my proposal at the price quoted, subject to the instructions and conditions in the Request for Proposal package and the identified exceptions. I further attest that I am an official officer representing my organization and authorized with signatory authority to present this proposal package.

Company Name: Dudek Date 11/18/2020Signature:  Printed Name: Joseph MonacoStreet Address: 605 Third StreetCity: Encinitas State: CA Zip: 92024Phone: (760) 942-5147 Fax: (760) 632-0164 Email: hello@dudek.com

Receipt of Signed Addenda

Addendum No.1

MONTEREY PENINSULA WATER MANAGEMENT DISTRICT

ADDENDUM NO. 1

TO

REQUEST FOR PROPOSALS

FOR GRANT ADMINISTRATION SERVICES

GENERAL

Scope

The following revisions are made to the Request for Proposals and its attachments for the subject project.

This Addendum (including attachments), dated November 13, 2020, includes 5 pages.

ADDITIONAL INFORMATION

Questions will be accepted until 12:00 p.m. on Tuesday September 17, 2019.

REVISIONS

Item No. 1

A new signature page is provided in Exhibit A. The submission date has been corrected from the erroneous date of November 17, 2020 to the correct date of Wednesday November 18, 2020.

Dudek acknowledges this addendum.



Joseph Monaco, President/CEO

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Section 2. Project Experience and References

Dudek's comparable project references include the following.

Grant Administration

Santa Barbara County, IRWM Disadvantage Community Involvement Grant, Proposition 1

Location: Santa Barbara County

Size: \$80,000

Date Completed: Ongoing

Project Owner: Santa Barbara County Water Agency

Reference Contact Information: Matt Young, 805.568.3546, mcyoung@cosbpw.net

On behalf of the Santa Barbara County Water Agency (Water Agency), Dudek works with all project proponents, subconsultants, and vendors to collect and assemble invoices and progress reports; supports the project proponents; and audits and compiles all quarterly invoicing requirements. Dudek prepared a master schedule for invoicing and reaches out to project proponents two weeks before the Santa Barbara County Integrated Regional Water Management (IRWM) invoicing deadline to remind entities of the needs, provide support, and work with each of them to review and compile materials before review by the Water Agency and ultimate submittal to the Grantee, the Regional Water Management Foundation. Dudek has worked with the project proponents, the Water Agency, the Regional Water Management Foundation, and California Department of Water Resources (DWR) on grant amendments and work products.

Santa Barbara County, IRWM Round 1 Implementation, Proposition 1

Location: Santa Barbara County

Size: \$53,330

Date Completed: Ongoing

Project Owner: Santa Barbara County Water Agency

Reference Contact Information: Matt Young, 805.568.3546, mcyoung@cosbpw.net

On behalf of the Santa Barbara County Water Agency, Dudek is working with all project proponents and the Water Agency to compile all quarterly invoicing requirements. Dudek prepared a master schedule for the invoicing and has coordinated on contractual issues and initial compliance items. On an on-going basis, Dudek reaches out to project proponents two weeks before the Santa Barbara County IRWM invoicing deadline to remind entities of the needs, provide support, and work with each of them to review and compile materials before review by the Water Agency and ultimate submittal to DWR.

Santa Clarita Valley Water Agency, IRWM Implementation Grant, Proposition 84

Location: Santa Clarita, California

Size: \$200,000

Date Completed: Ongoing

Project Owner: Santa Clarita Valley Water Agency

Reference Contact Information: Rick Viergutz, 661.513.1260, rviergutz@scvwa.org

Dudek coordinates and gathers progress report information and invoice documentation for the Proposition (Prop) 84 grant through DWR on a quarterly basis. We verify receipt of all proper information from Santa Clarita Valley Water Agency (SCVWA) staff in a timely manner, compile all documents, review materials and costs for accuracy and eligibility, and submit the finalized packet to SCVWA for report to DWR.

Santa Clarita Valley Water Agency, Sustainable Groundwater Planning Grants, Rounds 2 and 3 Proposition 1

Location: Santa Clarita, California

Size: \$1,307,265

Date Completed: Ongoing

Project Owner: Santa Clarity Valley Water Agency

Reference Contact Information: Rick Viergutz, 661.513.1260, rviergutz@scvwa.org

Dudek coordinates and gathers progress report information and invoice documentation for the Prop 1 grant through DWR on a quarterly basis. We coordinate with SCVWA staff; thoroughly review and edit documentation; and compile all required materials in a quarterly submittal packet.

Audits

Proposition 50 and Proposition 84, Round 1 Grant Audits

Location: Santa Barbara County

Size: \$25-million grant

Date Completed: Ongoing

Project Owner: Santa Barbara County Water Agency

Reference Contact Information: Matt Young, 805.568.3546, mcyoung@cosbpw.net

Dudek has supported the Santa Barbara County Water Agency with two audits:

Proposition 50

As an independent entity, Dudek supported Santa Barbara County on an audit of the \$25 million Prop 50 Grant, including 14 projects and 15 project proponents with four Disadvantaged Communities (DACs) among the parties audited. Work tasks entailed record discovery and recovery, coordination, documentation compilation, and audit materials delivery with all project proponents, their subconsultants, and their other vendors. Dudek coordinated with four separate County divisions, the State Water Resources Control Board, and the State Department of Finance.

Round 1, Proposition 84

As an independent entity, Dudek supported Santa Barbara County in the State Department of Finance's audit of the DWR's Division of Finance throughout the Prop 84, Round 1 audit. Dudek 's work tasks entailed coordination, documentation compilation, and audit materials delivery with all project proponents, their subconsultants, and their other vendors.

Section 3. Key Staff Persons

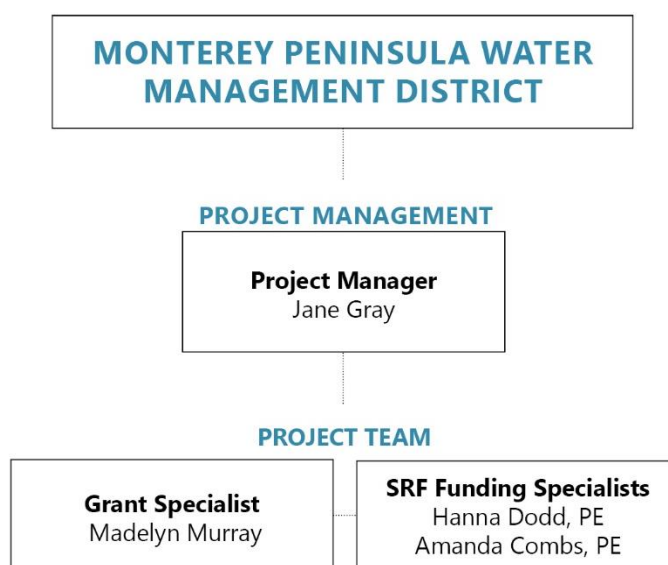
We are expert grant administrators and have extensive experience administering funding for agencies and municipalities. We have a deep understanding of water and wastewater resources, recycling/reclamation, groundwater sustainability, hazard mitigation, flooding, climate adaptation and resilience, sea-level rise, hydrology issues, sustainable development, transportation, open space and habitat restoration, urban greening, and public outreach and stakeholder engagement; as well as knowledge of local, state, and federal programs, which position us well to support the Monterey Peninsula Water Management District (MPWMD).

Dudek's project manager and primary contact, Ms. Jane Gray, has 25 years' project management experience and will serve as the MPWMD's main point of contact and project manager. She has extensive knowledge of bond laws, grant funding guidelines, and regulations. During Ms. Gray's many years successfully managing grants, she has cultivated strong relationships with agencies administering grants at the federal, state, and local levels.

Our team has proven expertise providing a full range of grant administration services, including negotiating favorable grant terms and/or extensions, coordinating with project proponents to submit materials necessary for successful grant reimbursement, and developing templates and forms specific to each project and grant program to verify that contract terms are met in a timely manner.

Figure 1 illustrates the project organization and responsibilities of the Dudek team. Brief biographies for key personnel follow. Focused resumes are provided in **Appendix A**.

Figure 1. Organizational Chart



Project Manager

Jane Gray

Ms. Gray is a regional planner, environmental specialist, and project manager with 25 years' project management and environmental planning experience, specializing in water/wastewater planning and permitting, agricultural resource and policy planning, policy analysis, land use planning, project development and entitlement services, and grant writing and management. She has a diverse and nuanced planning background, having worked as a project manager, analyst, and environmental planner for nongovernmental entities, public agencies, and private firms and corporations. Ms. Gray has been responsible for projects varying from small-scale development and infrastructure planning in developing economies to private residential and commercial developments throughout California.

Ms. Gray brings acumen, efficacy, and a customized approach to efficient service delivery. Her ability to skillfully negotiate the often-disparate interests involved in projects and bring about consensus is an asset in any situation. Ms. Gray has organizational expertise, technical aptitude, planning proficiency, and competency in facilitating projects through contentious issues and fractious communities. Her relevant grant writing experience includes:

- County of Santa Barbara, Grant Writing Support Services for Prop 84 (IRWM Plan) and Contract Management and Administration
- Santa Barbara County Water Agency, IRWMP Grant Administration Staff Support Prop 50
- San Luis Obispo County, Prop 84 IRWM Grant Applications and Prop 84 Drought Round Grant Application
- City of Guadalupe, Prop 84 Management and Administration
- Castaic Lake Water Agency, Grant Administrative Services
- City of Long Beach Water Department, On-Call Grant Services–various grants
- Midpeninsula Regional Open Space District, On-Call Grant Services–various grants
- San Mateo County, On-Call Grant Writing Services–various grants
- Montecito Water District, On-Call Grant Writing Services–various grants
- County of Santa Barbara Water Agency, Counties with Stressed Basins, Groundwater Sustainability Grant
- Joshua Basin Water District, Title XVI U.S. Bureau of Reclamation (USBR) WaterSMART Grant
- Joshua Basin Water District, Grant Writing Services for California Department of Public Health, USBR, and State Revolving Fund Projects
- City of Guadalupe, Grant Writing Services
- City of Santa Barbara, On-Call Grant Services
- City of Guadalupe, Grant Administration and Processing Services
- Cuyama Community Services District, On-Call Grant Writing Services and Grant Management and Administration

Education

*Universität Dortmund, Germany
MS, Regional Planning
and Management*

*State University of
New York, Buffalo
BS, Social Work*

Professional Affiliations

*Second District Santa Barbara
County Supervisorial Appointee to
the Agricultural
Advisory Committee*

*Member, Central Coast Regional
Water Quality Control Board
(Region 3)*

Grant Specialist

Madelyn Murray

Madelyn Murray is an environmental analyst with two years' experience in environmental research and grant support. Ms. Murray provides diligent support on numerous grant applications and plan updates. She also helps agencies identify appropriate grant opportunities for their projects. Her relevant grant administration experience includes the following:

- Monterey Peninsula Water Management District, IRWM Prop 1 Round 1 Grant
- Santa Ana Watershed Project Authority, IRWM Prop 1 Round 1 Grant
- Santa Barbara County Water Agency, IRWM Prop 1 Round 1 Grant
- Santa Clarita Valley Water Agency, Prop 84 Round 1 Grant Administration
- City of Long Beach Water Department, On-Call Grant Services-various grants
- Midpeninsula Regional Open Space District, On-Call Grant Services-various grants
- San Mateo County, On-Call Grant Writing Services-various grants
- San Diego State University, Prop 68 Urban Flood Protection Grant
- Santa Barbara County DAC Involvement Grant Needs Assessment and Administration
- Cosumnes, American, Bear, Yuba Region, IRWM Plan Update 2020
- Santa Clarita Valley Water Agency, Groundwater Sustainability Plan Grant Administration
- Indio Water Authority, On-Call Grant Services-various grants

Education

University of California,
Santa Barbara
BA, Environmental Studies with
Ecology Emphasis

State Revolving Fund Funding Specialists

Hanna Dodd, PE

Hanna Dodd is a project engineer with 7 years' experience focused on water resources and water and wastewater infrastructure, including water and wastewater treatment and facilities design analyses, as well as infrastructure planning. Ms. Dodd has experience providing application support for State Revolving Fund (SRF)-funded sewer pipeline rehabilitation programs, pipelines, pump stations, and treatment facilities. Her relevant experience includes the following:

- City of South Pasadena, SRF Loan Support for Wastewater Rehabilitation Program
- Crestline Sanitation District, SRF Application Assistance
- San Elijo Joint Powers Authority, SRF Loan Support for Various Recycled Water Projects

Education

Stanford University
MS, Civil and Environmental
Engineering
California Institute of Technology
BS, Mechanical Engineering

License/Certifications

PE, CA No. 88525

Professional Affiliations

Caltech Sustainability Council
Reinventing the Nation's Urban
Water Infrastructure Center
(ReNUWIt)
Society of Women Engineers
WateReuse

Amanda Combs, PE

Amanda Combs is an accomplished civil/environmental engineer with 11 years' experience in water and wastewater infrastructure design. She has experience in a variety of municipal water and wastewater projects, including SRF-funded sewer pipeline rehabilitation programs, pipelines, pump stations, water storage, and treatment plants. Her experience includes providing a full range of engineering services from conceptual planning, preliminary design, final design, to construction phase services. Ms. Combs's relevant experience includes:

- City of South Pasadena, SRF Loan Support for Wastewater Rehabilitation Program
- San Elijo Joint Powers Authority, SRF Loan Support for Various Recycled Water Projects
- City of Vista, Sewer Rehabilitation Project, Coordination and Compliance for the SRF-Funded Sewer Rehabilitation Project

Education

Virginia Polytechnic Institute and State University
MS, Environmental Engineering
BS, Civil/Environmental Engineering

Certifications

PE, CA No. 67287

Section 4. Litigation History

The following is Dudek's summary of legal claims in the last five years as well as contract terminations involving professional consulting services.

City of Carlsbad vs. Ledcor Construction Inc.

On June 13, 2016, the City of Carlsbad filed a civil complaint in California Superior Court, County of San Diego, against Ledcor Construction Inc. Dudek was named as a co-defendant. The project architect, RRM Design Group, was also later named as a defendant. The suit was related to construction of the City's First Responder Training Center. Dudek served as construction manager for the City on the project. Dudek denied any liability in the matter. The matter has been resolved between the City and Dudek and was dismissed in August 2019.

Terra Lago Community Association v. Indo Land Ventures, LLC, et al.

On November 12, 2015, Terra Lago Community Association sued Indio Land Ventures for alleged construction defects arising out of the construction of a residential development complex located in Indio, California. Dudek was named as one of many cross-defendants for its role in preparing the lake-liner design; the other parties were involved in various construction aspects of the lake. Dudek did not participate in any supervision or other construction management activities. Plaintiff initially demanded \$25,275 to settle the claims against Dudek, and their claims ultimately resolved in full for \$10,000. The parties executed a settlement and release agreement which the Court approved, and the case was dismissed.

Contract Termination

In 2019, the City of Santa Barbara terminated a contract with Dudek's Santa Barbara office for Design and Preliminary Environmental Review for the Santa Barbara Police Station Project. Subsequent to that termination, and after contracting with a different Dudek team, Dudek was able to complete work for this project to the City's satisfaction. Furthermore, the City has continued to enter into new contracts with Dudek for projects.

Section 5. Project Understanding and Methodology

Understanding

Dudek understands that the MPWMD seeks a qualified grant administrator to perform grant administration for Prop 1 Round 1 IRWM Grant to the Monterey Peninsula, Carmel Bay, and South Monterey Bay Planning Region.

Dudek understands that IRWM Program occupies a unique space within the planning and funding universe. IRWM Plans are time- and energy-intensive endeavors that represent the sophisticated water challenges and opportunities of our diverse communities, and grant applications are large undertakings that represent a culmination of extensive project development processes involving many stakeholders, public input, and equity considerations. As IRWM projects implement the IRWM Plan, a successful application must effectively convey the importance of projects to the region's goals as well as DWR statewide goals. The work of marrying the Plan and Projects are what the bulk of IRWM practitioners do in implementing, dialoguing, and innovating.

Moreover, we recognize the importance of the IRWM program in the context of the large goals of the State of California in achieving a sustainable water future. The forum that the IRWM offer is complementary and synergistic to urban water management planning, conservation goals, water action planning, and the Sustainable Groundwater Management Act. In fact, IRWM goals and programming sit at the confluence of these efforts, while also innovating on issues related to vulnerable and disadvantaged communities; climate resilience; environmental and economic justice; tribal and cultural water concerns, needs, and water supply; and ecosystem restoration.

Methodology

Task 1 Agreement Administration: Disseminate grant compliance information to the three Local Project Sponsors (LPS) and the Administrative staff responsible for implementing the projects contained in the State Grant Agreement, and obtain and retain evidence of compliance (e.g., California Environmental Quality Act/National Environmental Policy Act documents, reports, monitoring compliance documents, and labor requirements).

The Administration of the Grant Agreement commences with the compliance grant requirements outlined in the grant agreement. As part of Dudek's responsibilities, we will ensure that continuing eligibility is maintained. Dudek will work with the Grantee project proponents/LPS managers on the following conformance related issues for initial and continuing eligibility:

- a. California Environmental Quality Act/National Environmental Policy Act documents;
- b. Required reports;
- c. Monitoring compliance documents; and
- d. Labor requirements.

Dudek understands that part of the administration task is ensuring that all information that is submitted or requested by DWR is curated and documented. Dudek staff maintains meticulous records to ensure that grants are as audit-proof as possible. In the event that there is an audit, however, Dudek will ensure that MPWMD is prepared. Dudek has participated in two previous state audits: one with the State Water Resources Control Board and one that involved DWR. Given this experience, we are well aware of the importance of complete and well documented files and a thorough administrative record. Dudek exercises due diligence in this task and will maintain and supply MPWMD with a complete administrative record at the close of the project as well as provide all materials to MPWMD on a quarterly basis.

Deliverables:

- Records or communication between Dudek, LPS managers/sponsors, MPWMD, and DWR, including, but not limited to emails, meeting agenda, meeting minutes or summaries, task lists, and actionable item lists
- Checklist of documentation requirements and verification of submittal and acceptance by DWR

Task 2 Invoicing: Coordinate all invoicing and payment of invoices. Once the Compliance items have been received by DWR, DWR typically has a call with the team to discuss expectations for the scheduled grant and deliverables. Accordingly, Dudek will prepare an overall schedule that will take into consideration the time needed for the project proponents/LPS managers to compile invoices; the time that Dudek needs to review, audit, and coordinate with the project proponents/LPS managers; as well as the time MPWMD needs to review and authorize submittal to DWR. Dudek will share this master schedule with MPWMD and upon approval, share with the LPS managers. At the same time the schedule is shared, Dudek will schedule a project kickoff call to talk with the LPS managers to establish relationships; answer questions about the invoicing protocols; and discuss required materials, eligible and ineligible costs; expectations, and any concerns. In addition to the master schedule, a tailored schedule will be provided to each of the LPS managers to track milestones and project deliverables.

The coordinating and invoicing of all invoices occurs contemporaneous to the progress reporting. To ensure that all eligible invoices are paid, Dudek will reach out to the LPS managers two weeks prior to the internal due date to remind them of the quarter and the reporting deadline, and to request vendor invoices. Once invoices are received by each of the LPS managers, Dudek staff will review to ensure the costs are eligible, properly represented, and match the work that is being reported on in the progress report. If any questions arise, Dudek staff will coordinate with LPS managers to resolve outstanding items. Consistency and eligibility of invoice expenses will be reviewed in light of the work completed, the reporting time period, requirement for backup documentation, and compliance with the grant agreement. Once verified, all costs will be entered into the DWR spreadsheet, will be batched per project with the progress reports, and will advance to MPWMD for review. Should MPWMD have any questions, comments, or follow-up, Dudek will work with the LPS managers to address items; if there are questions for Dudek, our staff will work with alacrity to answer questions and address items.

Deliverables:

- Draft and Final Invoices and Associated Backup Documentation as well as any relevant emails or correspondence with the LPS managers and/or DWR on Invoices, items of clarification, eligibility, etc.
- Records of communications between DWR and/or LPS managers, including emails, meeting summaries, site visits notes, field inspections, etc.

Task 3 Progress Reports and Project Completion Reports: Obtain data for progress reports from individual project managers, assemble and submit progress reports to the state.

In coordination with Task 2, Dudek will reach out to the LPS managers two weeks prior to the internal due date to remind them of the quarter and the reporting deadline, and to request a progress report that supports the work of the vendor invoices. Once progress reports are received by each of the LPS managers, Dudek staff will review to ensure discussions are relevant, milestones are cited, invoices match the work that is being submitted through the invoices.

The Project Completion and Grant Completion Reports will be prepared in accordance with DWR specifications which stipulate that the Grantee shall prepare and submit to DWR a separate Project Completion Report for each project as well as a Grant Completion Report. The Project Completion report is to be submitted within ninety (90) calendar days of project completion and a description of actual work done, including the following:

- Any changes or amendments to each project;
- A final schedule showing actual progress versus planned progress; and
- Copies of any final documents or reports generated or utilized during a project.

The project completion report will also include, if applicable, certification of the final project by a registered civil engineer. The project completion reports will draw largely on the progress reports, but will provide DWR with a complete overview of the projects, discuss any changes and/or modifications, and provide a comparison to the project/plan as originally scoped and discussed in the grant application. Within this context, we will be able to provide DWR with a clear and accurate assessment of project outcomes, goals achieved, as well as lessons learned.

Upon completion of all projects under the Grant Agreement, a Grant Completion Report will be prepared and submitted to DWR within ninety (90) calendar days of submitting the Project Completion Report for the final project, with specific components included as outlined below. The Grant Completion Report will include the actual reimbursement status, a brief description of each project completed, and a summary of the overall accomplishments associated with the IRWM Implementation Grant, including how the projects have furthered the goals of the IRWM Plan. It will draw largely on the progress reports, but will provide DWR with a complete overview of the project, discuss any changes and/or modifications, and provide a comparison to the project/plan as originally scoped and discussed in the grant application. It is understood that final reimbursement funds for the last project to be completed as part of this Grant Agreement will not be disbursed until the Grant Completion Report is submitted to and approved by the state, and as such, Dudek will ensure this task is completed in a timely manner.

The Executive Summary will consist of a maximum of ten pages and will summarize information for the grant as well as the individual projects. The Grant Completion Report serves as a compendium for the entire grant process. At a minimum, this Report will contain a brief discussion of each project completed and how they achieved IRWM Plan objectives and/or Regional goals and whether the level, type, or magnitude of benefits of the project are comparable to the original project proposal; any remaining work to be completed and mechanism for their implementation; the benefits to DAC and/or Economically Disadvantaged Area (EDA) as part of this Grant Agreement if a DAC or EDA Cost Share Waiver was approved for a project; and a summary of final funds disbursement for each project.

Deliverables:

- Quarterly Progress Reports
- Draft and Final Project Completion Reports
- Draft and Final Grant Completion Report
- Records of Communications

Project Management Approach

Ms. Gray will serve as the project manager for this project. Her philosophy for this contract is based on lessons learned from years of grant projects. Drawing on knowledge from these projects, she makes decisions that enable continuous project momentum and include cost and schedule controls. Her proven project management approach involves the following aspects.

Defined Lines of Communication

Effective project management requires careful communication with MPWMD and among project participants. Dudek believes that the most effective project manager aids the continuous flow of information, instructions, and guidance on a regular basis. Ms. Gray will remain personally involved in any grant project she manages for MPWMD. Working as a team with other technical discipline leaders, she will keep all task orders on schedule and within budget and will maintain the highest level of quality for all deliverables. She will communicate project status updates with other members of the Dudek team and with MPWMD by doing the following:

- Serving as the single point of contact;
- Establishing regular meetings with the MPWMD project manager to discuss project milestones, activities, and issues;
- Holding regular project management meetings with key project staff to coordinate work efforts, check on task completion, and review budget conformance;
- Updating the project scope, schedule, work progress reports, and inventories of available data, as necessary, so all team members are aware of information that may affect their work products and schedules; and
- Coordinating with MPWMD at strategic junctures for public input.

Project Management Tools

The management team will work together to meet these communication goals and to keep the project on schedule and within budget using the following:

- **Project Kickoff Meeting.** The management team will attend a project kickoff meeting with key team members. This meeting will be critical to the ultimate success of the project, as it provides an opportunity for all parties to discuss the project, review the scope, and formalize key assumptions. This meeting will also offer an opportunity to confirm document format requirements, points of contact, status report details, and any other logistical, technical, or procedural concerns. We approach every project with the understanding that attention on the front end can save substantial time and costs in the long run.
- **Dedicated Lines of Communication.** After the kickoff meeting, Ms. Gray will distribute a key contact list to all team members, identifying communication protocols and contact information.
- **Master Deliverables List.** Dudek will prepare a master deliverables list with key document development milestones, such as draft deliverables for review, review periods, and possible meeting dates with MPWMD to resolve comments, if needed. Dudek uses online meeting tools for collaborative document revisions with MPWMD staff and efficient resolution of comments, if needed. Dudek will manage and update the master deliverables list, make it available to all team members, and communicate accurate status updates to the team. Using this tool, Dudek will provide the MPWMD project manager with up-to-date status reports as requested.

- **Schedule and Budget Tracking.** The management team will use a schedule-tracking tool to meet important milestones for task orders issued under this contract. Similarly, we will use Deltek Vision to track all budget line items and deliver an accurate monthly balance for each.
- **Progress Reports.** Ms. Gray will prepare regular progress reports that will include a list of tasks completed during the period, a list of tasks anticipated during the coming period, a project schedule update, a summary of the schedule, and any outstanding scope of work or information request issues.

On Time and within Budget

Dudek has a reputation for consistently delivering projects on time and within budget. We rise to the challenges of meeting tight timelines and, in doing so, have developed an expertise in critical path management, fast-track scheduling, efficient staffing, and workload management. We have achieved this record of on-time performance through the consistent application of several fundamental strategies. These strategies include early identification of methodologies to be used, determination of existing issues, implementation of an interactive process, and use of consistently applied administrative systems.

Ms. Gray will provide regular status updates to MPWMD that identify work completed, work underway, and any needs for project data or information.

Quality Assurance/Quality Control

Senior Technical Oversight and Administrative Management

Dudek's quality assurance/quality control (QA/QC) program consists of senior staff oversight and administrative management. We are committed to engaging in clear communication and cooperation with MPWMD, holding regular conference calls, and preparing agendas to assist teams in clarifying any issues and proceeding with the work in a unified manner. We use "check-in meetings" with our project teams to allocate resources properly and according to the MPWMD schedule constraints. When working on several concurrent projects, we identify areas where information sharing can reduce the time, budget, or work needed to produce deliverables.

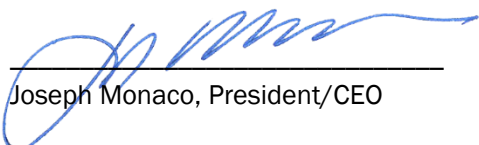
The intensity with which we carry out our QA/QC process is the foundation for our success. We follow three principles:

- Do it right the first time. The more accurate the deliverable, the better the control.
- Complete the project within budget and on time. Close schedule and cost monitoring keep the project on track.
- Avoid surprises. Understand client needs and keep clients apprised of any potential issues or changes through clear and consistent communication.

Dudek's professional services are based on these sound principles. We review our work products for completeness, accuracy, and coordination in accordance with our internal QA/QC process. A quality work product is one that meets the requirements of our client contract and is prepared in accordance with accepted standards of professional practice.

Signed Statement

Dudek confirms that our proposal is inclusive of all elements necessary to complete the described work within the period of the execution of the Agreement.

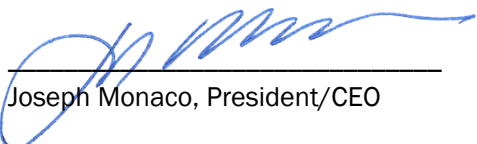


Joseph Monaco, President/CEO

Section 6. Pricing and Schedule

Signed Statement

Dudek's proposal is inclusive of all elements necessary to complete all goals, tasks, and project deliverables within of the period for execution of the Agreement.



Joseph Monaco, President/CEO

Budget

Table 1 outlines Dudek's proposed budget for the project, and **Figure 2** lists our 2021 hourly rates.

Table 1. Proposed Budget

Project Team Role:		Senior Specialist IV	Analyst IV	Technical Editor I	Total Dudek Hours	Dudek Labor Costs	Other Direct Costs	Total Fee
Team Member:		Jane Gray	Madelyn Murray	Technical Editor I				
Billable Rate:		\$230	\$110	\$115				
Task 1	Agreement Administration:	2	8		10	\$1,340		\$1,340
Task 2	Invoicing:	24	600		624	\$71,520		\$71,520
Task 3	Progress Reports and Project Completion Reports:	24	320	12	356	\$42,100		\$42,100
Total Base Hours and Fee		50	928	12	990	\$114,960	\$0	\$114,960
<i>Percent of Hours (Base)</i>		5%	94%	1%				

Figure 2. Dudek 2021 Rate Sheet

DUDEK 2021 STANDARD SCHEDULE OF CHARGES

ENGINEERING SERVICES

Project Director	\$295.00/hr
Principal Engineer III	\$275.00/hr
Principal Engineer II	\$265.00/hr
Principal Engineer I	\$255.00/hr
Program Manager	\$240.00/hr
Senior Project Manager	\$240.00/hr
Project Manager	\$235.00/hr
Senior Engineer III	\$230.00/hr
Senior Engineer II	\$220.00/hr
Senior Engineer I	\$210.00/hr
Project Engineer IV/Technician IV	\$200.00/hr
Project Engineer III/Technician III	\$190.00/hr
Project Engineer II/Technician II	\$175.00/hr
Project Engineer I/Technician I	\$160.00/hr
Senior Designer	\$180.00/hr
Designer	\$170.00/hr
Assistant Designer	\$165.00/hr
CADD Operator III	\$160.00/hr
CADD Operator II	\$150.00/hr
CADD Operator I	\$135.00/hr
CADD Drafter	\$125.00/hr
CADD Technician	\$115.00/hr
Project Coordinator	\$140.00/hr
Engineering Assistant	\$120.00/hr

ENVIRONMENTAL SERVICES

Project Director	\$245.00/hr
Senior Specialist IV	\$230.00/hr
Senior Specialist III	\$220.00/hr
Senior Specialist II	\$200.00/hr
Senior Specialist I	\$190.00/hr
Specialist V	\$180.00/hr
Specialist IV	\$170.00/hr
Specialist III	\$160.00/hr
Specialist II	\$145.00/hr
Specialist I	\$130.00/hr
Analyst V	\$120.00/hr
Analyst IV	\$110.00/hr
Analyst III	\$100.00/hr
Analyst II	\$90.00/hr
Analyst I	\$80.00/hr
Technician V	\$100.00/hr
Technician IV	\$90.00/hr
Technician III	\$80.00/hr
Technician II	\$70.00/hr
Technician I	\$60.00/hr
Compliance Monitor	\$95.00/hr

DATA MANAGEMENT SERVICES

GIS Programmer I	\$185.00/hr
GIS Specialist IV	\$160.00/hr
GIS Specialist III	\$150.00/hr
GIS Specialist II	\$140.00/hr
GIS Specialist I	\$130.00/hr
Data Analyst III	\$100.00/hr
Data Analyst II	\$90.00/hr
Data Analyst I	\$80.00/hr
UAS Pilot	\$100.00/hr

CONSTRUCTION MANAGEMENT SERVICES

Principal/Manager	\$195.00/hr
Senior Construction Manager	\$180.00/hr
Senior Project Manager	\$165.00/hr
Construction Manager	\$155.00/hr
Project Manager	\$145.00/hr
Resident Engineer	\$145.00/hr
Construction Engineer	\$140.00/hr
On-site Owner's Representative	\$140.00/hr
Construction Inspector III	\$130.00/hr
Construction Inspector II	\$120.00/hr
Construction Inspector I	\$110.00/hr
Prevailing Wage Inspector	\$135.00/hr

HYDROGEOLOGY/HAZWASTE SERVICES

Project Director	\$285.00/hr
Principal Hydrogeologist/Engineer II	\$265.00/hr
Principal Hydrogeologist/Engineer I	\$250.00/hr
Sr. Hydrogeologist IV/Engineer IV	\$235.00/hr
Sr. Hydrogeologist III/Engineer III	\$220.00/hr
Sr. Hydrogeologist II/Engineer II	\$205.00/hr
Sr. Hydrogeologist I/Engineer I	\$190.00/hr
Hydrogeologist VI/Engineer VI	\$180.00/hr
Hydrogeologist V/Engineer V	\$170.00/hr
Hydrogeologist IV/Engineer IV	\$160.00/hr
Hydrogeologist III/Engineer III	\$150.00/hr
Hydrogeologist II/Engineer II	\$140.00/hr
Hydrogeologist I/Engineer I	\$130.00/hr
Technician	\$100.00/hr

DISTRICT MANAGEMENT & OPERATIONS

District General Manager	\$195.00/hr
District Engineer	\$185.00/hr
Operations Manager	\$160.00/hr
District Secretary/Accountant	\$120.00/hr
Collections System Manager	\$135.00/hr
Grade V Operator	\$125.00/hr
Grade IV Operator	\$110.00/hr
Grade III Operator	\$100.00/hr
Grade II Operator	\$75.00/hr
Grade I Operator	\$70.00/hr
Operator in Training	\$65.00/hr
Collection Maintenance Worker	\$75.00/hr

CREATIVE SERVICES

3D Graphic Artist	\$180.00/hr
Graphic Designer IV	\$160.00/hr
Graphic Designer III	\$145.00/hr
Graphic Designer II	\$130.00/hr
Graphic Designer I	\$115.00/hr

PUBLICATIONS SERVICES

Technical Editor III	\$145.00/hr
Technical Editor II	\$130.00/hr
Technical Editor I	\$115.00/hr
Publications Specialist III	\$105.00/hr
Publications Specialist II	\$95.00/hr
Publications Specialist I	\$85.00/hr
Clerical Administration	\$90.00/hr

Forensic Engineering – Court appearances, depositions, and interrogatories as expert witness will be billed at 2.00 times normal rates.

Emergency and Holidays – Minimum charge of two hours will be billed at 1.75 times the normal rate.

Material and Outside Services – Subcontractors, rental of special equipment, special reproductions and blueprinting, outside data processing and computer services, etc., are charged at 1.15 times the direct cost.

Travel Expenses – Mileage at current IRS allowable rates. Per diem where overnight stay is involved is charged at cost.

Invoices, Late Charges – All fees will be billed to Client monthly and shall be due and payable upon receipt. Invoices are delinquent if not paid within 30 days from the date of the invoice. Client agrees to pay a monthly late charge equal to 1% per month of the outstanding balance until paid in full.

Annual Increases – Unless identified otherwise, these standard rates will increase 3% annually.

The rates listed above assume prevailing wage rates does not apply. If this assumption is incorrect Dudek reserves the right to adjust its rates accordingly.

Work Schedule

Table 2 outlines estimated periods of time and will be updated consistent with the execution of the grant agreement and actual project schedules. Dudek presumes no less than 42 months.

Table 2. Proposed Work Schedule

Task	Start Date	End Date
Grant Administration	January 2021	June 2023
Task 1 – Agreement Administration	January 2021	June 2023
Task 2 – Invoicing	January 2021	June 2023
Task 3 – Progress Reports	January 2021	June 2023

Timeline

The internal Dudek timeline will adhere to the final project timeline as agreed upon in the DWR Grant Agreement. DWR will require quarterly invoicing, and it is Dudek's standard procedure on all invoicing that we will work with the client to determine whether a 2-, 3-, or 4-week window is needed to complete and submit invoices to DWR. Our process is to ensure a period of one (1) week for review and authorization of invoice and progress reporting for MPWMD prior to DWR submittal. Prior to MPWMD review, Dudek will have a period of one (1) week to review invoices and coordinate with the LPS managers. The LPS managers will be given a two-week notice prior to the internal submittal deadline to allow for them to compile invoices and prepare a progress report. Dudek will work with all LPS managers and provide support as necessary and appropriate.

Section 7. Exceptions

Exception to MPWMD Solicitation for Grant Administration Proposition 1 Round 1 IRWM Grant

Dudek would like to propose the following change to the MPWMD Sample Agreement. However, we understand that submitting exceptions does not obligate MPWMD to revise the Agreement.

Page 16 of 25, Section II. Compensation (D. Late Performance Penalty):

Revise the liquidated damages clause as follows:

~~In the event Consultant is unable to perform satisfactory work within sixty (60) days of the date such work is due pursuant to Exhibit C, Work Schedule, MPWMD SHALL withhold twenty percent (20%) of the fees which would otherwise be payable pursuant to the Fee Schedule set forth in Exhibit B, and SHALL reduce the maximum payment stated in Section II, Paragraph C of this Agreement by twenty percent (20%). Said reductions shall be deemed liquidated damages for the untimely performance of work required by this Agreement, and the Consultant shall be deemed to have waived any claim for such fees by reason of his/her failure to perform in a timely fashion.~~

In the event Consultant is unable to perform satisfactory work within sixty (60) days of the date such work is due pursuant to Exhibit C, Work Schedule, MPWMD SHALL terminate the contract.

Section 8. Appendix

Key Personnel Resumes

Jane Gray

Project Manager

Jane Gray is a regional planner, environmental specialist, and project manager with 23 years' project management and environmental planning experience, specializing in water/wastewater planning and permitting, agricultural resource and policy planning, policy analysis, land use planning, project development and entitlement services, and grant writing and management. Ms. Gray has a diverse and nuanced planning background, having worked as a project manager, analyst, and environmental planner for non-governmental entities, public agencies, and private firms and corporations. She has been responsible for projects varying from small-scale development and infrastructure planning in developing economies to private residential and commercial developments throughout California.

Ms. Gray brings an effective and customized approach to efficiently deliver services. Her ability to skillfully negotiate the often-disparate interests involved in projects and bring about consensus is an asset in any situation. Ms. Gray has organizational expertise, technical aptitude, planning proficiency, and competency facilitating projects through contentious issues and fractious communities.

Education

*Universität Dortmund,
Germany
MS, Regional Planning and
Management
State University of
New York, Buffalo
BS, Social Work*

Professional Affiliations

*2nd District Appointee to the
County Agricultural Advisory
Committee
Vice Chair, Central Coast Regional
Water Quality Control Board*

Selected Project Experience

IRWM Program Management and Development for the Santa Barbara Countywide IRWM Region. Provides overall program management and coordination of more than 30 agencies and nonprofits of the RWMG in regional benefit planning, programming and project development. Coordinates and manages the public stakeholder process and all public outreach efforts associated with the IRWM program for the over 120 stakeholders. Organizes leads and facilitates monthly RWMG meetings, coordinates and facilitates watershed meetings, coordinates and facilitates public workshops, coordinates guest speakers and presenters. Is the Roundtable of Regions Representative and representative to the Central Coast Funding Area as well as the representative to the Bond Coalition and the DACI workgroup.

Santa Barbara Countywide IRWM Plan Update 2019. Prepared a complete update to the Santa Barbara IRWM Plan in conformance with the 2016 and 2019 DWR Guidelines, including generation of surveys, formation and facilitation of sub-committees, stakeholder and public outreach and public workshops.

Santa Ana Watershed Project Authority (SAWPA) OWOW Plan Update 2019. Completed an update to the SAWPA OWOW Plan in conformance with the 2016 DWR Guidelines, including generation of surveys, Climate Change and Adaptation Planning, formation and facilitation of sub-committees, stakeholder and public outreach and public workshops, GIS services and coordination with DWR.

CABY Region IRWM Plan Update. Preparing a complete update to the CABY IRWM Plan in conformance with the 2016 DWR Guidelines. This entails coordination with the CABY JPA and RWMG as well as stakeholders and Tribes, auditing and writing sections of the Plan, preparation of a Draft, Responses to Public Comments and preparation of Final Plan for submittal to DWR.

Grant Writing for IRWM Round 1 Implementation of Proposition 1, Santa Ana Watershed Project Authority.

Provided coordination and grant writing for 11 regional projects in the North Orange County and Santa Ana Watershed Project Authority IRWM regions. The application was submitted to the California Department of Water Resources on November 1st and was fully awarded.

Grant Writing for IRWM Round 1 Implementation of Proposition 1, Monterey Peninsula Watershed Management District, Monterey, California. Providing coordination and technical grant writing for four (4) regional projects in the Monterey Peninsula IRWM region. The application will be submitted to the California Department of Water Resources on December 20th and was fully awarded.

Grant Writing for IRWM Round 1 Implementation of Proposition 1, Santa Barbara County IRWM Region, Santa Barbara County, California. Providing coordination and technical grant writing for three (3) regional projects in the Monterey Peninsula IRWM region. The application will be submitted to the California Department of Water Resources on December 20th and was fully awarded.

Public and Stakeholder Communication, Engagement and Facilitation for the formation of a Groundwater Sustainability Agency in the Montecito Groundwater Basin, Montecito Water District, Santa Barbara County, California. Prepared a Communication and Engagement Plan (CEP), conducted extensive public and stakeholder outreach and community engagement, coordinated workshops and to form and establish a GSA for the Montecito Groundwater Basin, which at the time the effort begun was not required to form a GSA.

Public and Stakeholder Engagement Manager for the Montecito Basin GSA, Montecito, California. After completing successful public and stakeholder engagement for the formation of the GSA, is currently spearheading the public and stakeholder engagement for the development of a Groundwater Sustainability Plan for the Montecito Basin GSA, including preparation of a Communication and Engagement Plan, a Stakeholder Advisory Committee, a Technical Advisory Committee and public workshops.

Grant Writing for Round 3 of the Sustainable Groundwater Management Grant Program, Montecito Groundwater Basin Groundwater Sustainability Agency, Montecito, California. Provided technical assistance, overall coordination and grant writing services for the development and submittal of a Round 3 application for the agency's Groundwater Sustainability Plan and associated projects to support the GSP. The application was submitted to the California Department of Water Resources and received full award.

Grant Writing for Round 3 of the Sustainable Groundwater Management Grant Program, Carpinteria Valley Water District, Carpinteria, California. Provided technical assistance, overall coordination and grant writing services for the development and submittal of a Round 3 application for the Groundwater Sustainability Plan for the Carpinteria Valley Water District, which is forming a Groundwater Sustainability Agency. The application was submitted to the California Department of Water Resources in early November and received full award.

Grant Writing and Administration, Sustainable Groundwater Planning Grant Program under Prop 1 for Santa Barbara County, California. Wrote a successfully awarded grant application for the Santa Barbara County Water Agency for GSA formation for two priority basins in Santa Barbara County, and is also leading the administration and management of the grant and complying with all grant requirements. Leading the public and stakeholder outreach and engagement as well as facilitation of local agencies working toward formation of a GSA.

Public and Stakeholder Engagement Manager for the Creek and Watershed Management Plan, City of Goleta. Providing community engagement and facilitation services for the duration of the Plan development related to public meetings and workshops, Technical Advisory Committee meetings and other community outreach events and forums. This includes coordination of language appropriate support services, generation of meeting and workshop materials, meeting minutes, agenda and presentations.

Public and Stakeholder Engagement and Facilitation for the formation of a Groundwater Sustainability Agency in the Cuyama Valley, Santa Barbara County Water Agency, Santa Barbara County. Wrote a successfully awarded grant for formation of a Groundwater Sustainability Agency (GSA) in the Cuyama Groundwater Basin. Prepared a Communication and Engagement Plan (CEP), conducted extensive bilingual public and stakeholder outreach and community engagement, coordinated bilingual materials and workshops and coordinated monthly, year-long negotiations and meetings with 4 counties, which overlie the Cuyama Valley Basin as well as the Cuyama CSD, Cuyama Basin Water District to develop a voting structure, formation documents and establish a GSA for the Cuyama Valley Groundwater Basin.

Public and Stakeholder Engagement and Facilitation for the formation of a Groundwater Sustainability Agency in the San Antonio Creek Valley, Santa Barbara County Water Agency, Santa Barbara County. Wrote a successfully awarded grant for formation of a Groundwater Sustainability Agency (GSA) in the Santa Antonio Creek Valley groundwater basin. Conducted public and stakeholder outreach, agricultural interests, and community engagement, coordinated the Los Alamos Community Services District and the Santa Barbara County Water Agency to develop a voting structure, formation documents and establish a GSA for the San Antonio Creek Valley Groundwater Basin.

Grant Writing for the Santa Ynez Band of Chumash Indians. Provided technical assistance, overall coordination and grant writing services for the development and submittal of an application for update of the Tribe's recycled water plant. The grant was successfully award.

On-Call Grant Writing Services, City of Long Beach Water Department, California. Providing ongoing grant writing services as well as grant and project scoping for the City of Long Beach Water Department. Successfully awarded applications have been prepared for state grant programs.

IRWM Support Services, Public and Stakeholder Engagement for the 2014 IRWM Plan Update and On-Call Grant Services for IRWM Projects, San Luis Obispo County California. Provided IRWM support for the County's 2014 IRWM Plan Update, including public and stakeholder outreach, community engagement, update of Plan sections and on-call grant writing services for San Luis Obispo County.

On-Call Grant Writing Services, Midpeninsula Regional Open Space District, California. Providing ongoing grant writing services as well as grant and project scoping for the Midpeninsula Regional Open Space District.

On-Call Grant Writing Services, San Mateo County, California. Providing ongoing grant writing services as well as grant and project scoping for San Mateo County and various divisions from Sustainability to Flood Protection to Climate Change among other projects. Applications have been prepared for state and federal grant programs, including SB 2, Props 1 and 68, CalOES/FEMA, Department of Conservation, Department of Water Resources and others. Dudek has prepared numerous successfully awarded applications.

On-Call Grant Services, Water and Wastewater Divisions of Public Works, City of Santa Barbara, California. Assessed priority projects for the city and alignment with relevant state and federal grant programs. Served as liaison for various funding organizations and entities and the city for successful project presentation. Prepared grant applications for the city's Water and Wastewater Divisions, advocates on behalf of the projects, and carries them through to funding realization.

On-Call Grant Writing Services, Joshua Basin Water District, Joshua Tree, California. Provided the District with successfully awarded grant funding applications and is currently providing ongoing grant writing services as well as grant and project scoping for the District.

Grant Manager and Proposition 50 Grant Administration, City of Guadalupe, California. Managed and administered the grant funds received by the city for the Wastewater Treatment Plant Improvement project under Proposition 50. Complies with all reporting requirements and interfaces with the county, state, and RWQCB on project-related issues and waste discharge requirements and compliance.

Carpinteria Stormwater Management Plan (SWMP), City of Carpinteria, California. Responsible for project management and preparation of the City of Carpinteria's SWMP, as well as leadership and implementation of the city's first-year permit requirements under the NPDES Small Municipal Separate Storm Sewer Systems General Permit.

Grant Manager, Cuyama Community Services District, New Cuyama, California. Managed and administered the grant funds received by the district for two projects funded under Proposition 50. Prepared project assessment evaluation plans, quality assurance project plans, and other requirements of the state contract. Prepared and submitted all invoices and supporting documentation in fulfillment of the state contract requirements, and assists in determination of grant-eligible work tasks and project scoping. Interfaced with the county, state, and RWQCB on project-related issues, including the National Pollutant Discharge Elimination Systems (NPDES), waste discharge requirements, and compliance. Interfaced with the California Department of Public Health on water system compliance and other grant opportunities for the district.

Madelyn Murray

Environmental Analyst

Madelyn Murray is an environmental analyst with experience in environmental research and grant support. Ms. Murray provides diligent support on numerous grant applications and plan updates. She also helps agencies identify appropriate grant opportunities for their projects.

Education

*University of California,
Santa Barbara
BA, Environmental Studies
(Ecology emphasis), 2018*

Project Experience

Grant Administration for Proposition 84 and Proposition 1, Santa Clarita Valley Water Agency (SCVWA), California. Quarterly administration services involve the coordination and gathering of progress report information and invoice documentation for Proposition 84 and Proposition 1 grants through DWR. This involves ensuring receipt of all proper information from the SCVWA staff in a timely manner, compilation of all documents, and submittal of a finalized packet to the SCVWA for report to DWR.

Grant Administration for IRWM Disadvantaged Community Grant, SBCWA, California. Carrying out administration services and research support for the Disadvantaged Community Involvement (DACI) Program through the DWR's IRWM Grant. Grant writing and additional support for the Santa Barbara Countywide coordination efforts for Round 1 Implementation Grants are underway. Researching and recording information on limited water-related resources in DAC communities. Additional efforts have included thorough research and extensive outreach to organizations throughout Santa Barbara County, culminating in the creation of a region wide Needs Assessment document.

Grant Administration for Groundwater Sustainability Plan, Yucaipa Groundwater Basin, California. Support for this project includes grant administration tasks, grant funding identification and support, and reporting to the Department of Water Resources.

Grant Writing for IRWM Round 1 Implementation of Proposition 1, Monterey Peninsula Water Management District (MPWMD), California. Provided support on data-gathering, grant writing, and content review for four (4) regional projects in the Monterey Peninsula IRWM region, all successfully awarded. Served as a contact for applicant agencies for all questions and comments, and carried the application through finalization and submittal.

Grant Writing for Integrated Regional Water Management (IRWM) Round 1 Implementation of Proposition 1, Santa Ana Watershed Project Authority (SAWPA), California. Provided support to SAWPA for preparation in submitting a successfully awarded application for 11 regional projects in the funding region. In addition to reviewing and coordinating the data-gathering and reporting requirements associated with each project, served as a liaison with the Department of Water Resources (DWR) on resolving issues and questions throughout the updated process. Additional support has included leading numerous weekly calls and attending the Pre-Application meeting with DWR.

Grant Writing for IRWM Round 1 Implementation of Proposition 1, Santa Barbara County Water Agency (SBCWA), California. Provided support on data-gathering, grant writing, and content review for three (3) projects submitting in the Santa Barbara County IRWM region, all successfully awarded. Served as a contact for applicant agencies for all questions and comments, and carried the application through finalization and submittal.

SGMA Stakeholder Communication and Engagement, Santa Ynez River Valley Groundwater Basin, California. Facilitating communication and engagement with stakeholders and members of the public for the Western Management Area and Central Management Area of the Santa Ynez River Valley Groundwater Basin.

SGMA Outreach and Communication, Ojai Bain Groundwater Management Authority, California. Assisting in the implementation of the Outreach and Engagement Plan and facilitating communication with stakeholders and the public during public workshops.

Grant Analysis and Plan Writing Support for Indio Transformative Climate Communities (TCC) Round 3, Indio, California. Providing background research and writing plan content on funding opportunities, relevant grants, and feasible projects with associated information and recommendations. Additionally, Ms. Murray provides technical assistance insight on projects and funding from experience with grants.

Grant Analysis and Plan Writing Support for Bakersfield Transformative Climate Communities (TCC) Round 3, Bakersfield, California. Providing background research on funding opportunities, past grants, and other requirements. Accumulating relevant data and writing portions for the TCC grant support and Plan, especially pertaining to affordable housing and municipal code.

On-Call Grant Writing Services, Indio Water Authority, California. Providing grant writing and project scoping services for Indio Water Authority. Maintaining project option database to connect with grant opportunities.

On-Call Grant Writing Services, Midpeninsula Regional Open Space District, California. Providing ongoing grant writing services and support as well as grant and project scoping for Midpeninsula Regional Open Space District. Maintaining project option database to connect with grant opportunities. Applications have included Proposition 68 Wildlife Conservation Board Wildlife Corridor Program Pre-Application and Proposition 1 Round 13 State Coastal Conservancy Grant.

Grant Writing for California Natural Resources Agency Urban Flood Protection Grant of Proposition 68, San Diego State University (SDSU), California. Researched funding opportunities for a proposed project. Provided high levels of support through gathering information, documentation, and project components for preparation in submitting an application to the California Natural Resources Agency.

On-Call Grant Writing Services, Long Beach Water District, California. Providing ongoing grant writing and project scoping services for Long Beach Water District. Maintaining project option database to connect with grant opportunities. Applications have included State Coastal Conservancy Climate Ready Round 6 Grant and California Environmental Protection Agency Environmental Justice Small Grant.

On-Call Grant Writing Services, San Mateo County, California. Providing grant writing services for multiple agencies within the San Mateo County. Applications have included the Proposition 68 Department of Conservation Grant for a Climate Action Plan update, Proposition 68 Recreational Trails and Greenways Grant, and the SB 2 Planning Grants Application.

IRWM Plan Update, CABY, California. Providing support in the update of the Cosumnes, American, Bear, and Yuba (CABY) Region's IRWMP update to comply with Department of Water Resource 2016 Guidelines. Narrative editing, background research, and high-level content checks were the primary tasks associated with the update. Providing high-level audits for completion and compliance for every major draft.

CalOES FEMA Hazard Mitigation Grant Applications, Carpinteria Valley Water District, California. Gathered information and generated applications for two separate Hazard Mitigation Grant Program projects. Compiled and reviewed materials for submittal to CalOES FEMA.

Relevant Previous Experience

Center for Resource Solutions. Served as Green-e marketing compliance associate. Reviewed marketing materials, renewable energy claims, and critically evaluated compliance with Green-e program rules. Enforced carbon offset market standards. Expanded knowledge of renewable energy markets and consumer-protection issues. (2018)

The Cheadle Center for Biodiversity and Ecological Restoration (CCBER). Served as student worker. Worked with members of the CCBER staff to maintain restoration sites around UCSB's campus. Performed non-native plant identification and removal, native plant identification and planting, seed collecting, transplanting young seedlings, other various tasks with site restoration research and maintenance. (2017–2018)

Hanna Dodd, PE

Project Engineer

Hanna Dodd is a project engineer focused on water resources and water and wastewater infrastructure. Included in her experience is water and wastewater treatment and facilities design analyses as well as infrastructure planning. Ms. Dodd's expertise includes water and wastewater infrastructure design and asset management as well as writing funding applications to fund water infrastructure projects.

Education

*Stanford University
MS, Civil and Environmental
Engineering, 2015
California Institute of Technology
BS, Mechanical Engineering, 2013*

License/Certifications

*Professional Civil Engineer (PE),
CA No. 88525*

Professional Affiliations

*Society of Women Engineers
WateReuse*

Project Experience

State Revolving Fund (SRF) Application Assistance, San Elijo Joint Powers Authority, Encinitas, California. Project engineer. Ms. Dodd assisted the San Elijo Joint Powers Authority with a California State Revolving Fund (SRF) loan application for the expansion of their recycled water pipeline system as well as purchase of more advanced water treatment equipment for more reliable recycled water production at their wastewater treatment facility.

SRF Application Assistance, Crestline Sanitation District, Crestline, California. Project manager. Ms. Dodd managed the creation of the California State Revolving Fund (SRF) loan application for the upgrades of Crestline Sanitation District's Huston Creek Wastewater Treatment Plant including adding a primary clarifier, backup generator, trickling filter recirculation pumps, and a sludge dewatering building.

FY 2012/2013 Sewer Lining & Repair and SRF Loan Support, City of South Pasadena, California. Project engineer. Ms. Dodd worked with a team of Dudek engineers to prioritize the use of a State Revolving Fund Loan to rehabilitate and replace the City of South Pasadena's aging sewer collection system. Her activities included pipeline condition assessment review, coordination of the collection of utility location information, and identifying the construction areas requiring specific planning prior to construction (traffic control, historic site preservation, etc.)

FY 2019/2020 Annual Citywide Sewer Rehabilitation Project, City of Encinitas, California. Project engineer. Ms. Dodd assisted the City of Encinitas with prioritization of City funds to rehabilitate and replace the City's aging sewer collection system. Her activities included pipeline condition assessment review, coordination of the collection of utility location information, and preparation of design deliverables.

Wastewater Treatment and Collection System Master Plan, Crestline Sanitation District, Crestline, California. Served as project engineer and modeler. Utilized a series of workshops to facilitate a CoFA to identify the most critical and high-risk failure scenarios at all three of the District's WWTP's and two lift stations, as well as the root cause of those failures. Performed a thorough process evaluation on each unit process of all WWTP's to determine processes capacity and performance in comparison to design criteria and industry standard ranges. Dudek prepared a sewer hydraulic model of the District's collection system and pump stations, as well as capture flow meter data to calibrate the model to determine existing and build-out sewer hydraulic capacity. The project culminated in a comprehensive list of Capital Improvement Projects, prioritized by risk, and paired with available funding opportunities.

Recycled Water Feasibility Study, Borrego Water District, Borrego, California. Project engineer. The District needed to reduce pumping in the Borrego Groundwater Basin by 70 percent. Ms. Dodd performed an alternatives analysis between, expanding the existing collection system to convey sewage to the existing WWTP for recycled water production or collecting sewage from individual communities (currently on septic systems) to convey to new satellite package treatment plants for recycled water production. A final report was submitted to the State of California Water Resources Control Board.

Planning & Preliminary Design of Upper and Lower San Luis Rey WRF Recycled Water System and Final Design of Lower SLRWRF RW System, City of Oceanside, California. As project engineer, Ms. Dodd analyzed potential recycled water customer demand data, using the data to develop an InfoWater hydraulic model of a proposed recycled water conveyance system. Ms. Dodd's team analyzed model pipeline alignments to determine the best alignment in the preliminary design. Modeling results were used in the City's multiple funding applications.

Recycled Water Distribution System Preliminary Design, Rainbow Municipal Water District, Rainbow, California. Working as project engineer, Ms. Dodd helped with a preliminary design and cost estimate an equalization basin. She also researched potential funding opportunities for Rainbow Municipal Water District's proposed recycled water treatment plant and distribution system. She summarized her design and findings in a Preliminary Design Report (PDR).

Chromium III Reoxidation, Joshua Basin Water District, Joshua Tree, California. Ms. Dodd organized field equipment and performed field studies at three (3) of Joshua Basin Water District's drinking water wells that contained Cr(VI) to study how stannous chloride reduction of Cr(VI) to Cr(III) could be reoxidized by sodium hypochlorite back to Cr(VI). The results from the field studies were submitted to the California State Water Resources Control Board Division of Drinking Water (DDW). This study was also funded by DDW.

Denitrification Upgrade Feasibility and Energy Reduction Assessment, Orange County Sanitation District, Fountain Valley, California. Project engineer. Ms. Dodd worked with The Energy Network to assess whether denitrification upgrades to the Orange County Sanitation District's (OCSD) Fountain Valley wastewater treatment plant (Plant 1) would result in significant energy usage reduction. After collecting data regarding the District's current operation of their Plant 1 secondary treatment system, Ms. Dodd used BioWin™ modeling to assess how various denitrification upgrades would affect Plant 1's effluent water quality and energy usage.

Awards

CWEA Outstanding Young Professional Award, 2016

CWEA Engineering Achievement Award, 2015 – City of South Pasadena Sewer Rehabilitation

Amanda Combs, PE

Project Manager

Amanda Combs is a project manager with 19 years' experience leading high quality water and wastewater projects, from conceptual planning, preliminary design, and final design, to construction-phase services for pipelines, pump stations, water storage, and treatment plants.

Project Experience

2016-2017 Citywide Sewer Rehabilitation Project, City of Encinitas, Encinitas, California. Lead project engineer for the first phase of a citywide sewer rehabilitation program. The project included reviewing CCTV inspection videos for 99 sewer segments to determine the recommended rehabilitation or repair strategy for each pipe. The resulting improvements included CIPP lining of approximately 28,600 lf of pipe ranging in diameter from 6-inch to 14-inch, open trench replacement of approximately 500 lf of 6-inch and 8-inch pipe, numerous in-situ and open trench point repairs of short defects, and rehabilitation of 20 manhole using cured-in-place liners and cementitious materials. The work included analysis of constructability and access constraints for pipes located outside of the street right-of-way to appropriately account for costs in contractor bids.

State Revolving Loan Fund Assistance, City of South Pasadena, Pasadena, California. Project manager responsible for securing and managing an \$11 Million SRF Loan for rehabilitation and replacement of the City's aging sewer collection system. Planned improvements include trenchless CIPP rehabilitation of approximately 28 miles of pipe and open trench replacement of approximately 2.7 miles of pipe. Responsibilities included coordination with the City and preparation of the financial assistance application including all required attachments and CEQA-Plus environmental documentation.

Hacienda Drive Trunk Sewer Rehabilitation, City of Vista, Vista, California. Project Manager for the consulting engineer and inspection services under a design-build project to rehabilitate an existing 36-inch ductile iron trunk sewer and manholes with a peak flow capacity of 10.1 MGD. The project consisted of a pre-construction phase (internal cleaning and CCTV and laser inspection of the sewer and preparation of plans and specifications for rehabilitation and bypass pumping), construction phase (temporary bypass system setup and installation and testing of CIPP liner and epoxy manhole coating), and start-up phase (preparation of as-built drawings). In addition, high pressure cleaning was added to the project during construction to address encrusted deposits at the pipe joints, providing a more uniform finished liner profile.

Sewer Rehabilitation & Replacement Program, Phase 1 and Phase 2, City of South Pasadena, Pasadena, California. Project manager for the design of both phases of the City's sewer rehabilitation and replacement program. The project included reviewing CCTV inspection videos for over 500 sewer segments to determine the recommended rehabilitation or repair strategy for each pipe. The resulting improvements included CIPP lining of approximately 160,000 lf of pipe ranging in diameter from 6-inch to 18-inch, open trench replacement of approximately 6,000 lf of 6-inch and 8-inch pipe, numerous in-situ and open trench point repairs of short defects, and other minor repairs to lateral connections and manholes. The work

Education

*Virginia Polytechnic Institute and State University
MS, Environmental Engineering, 2001*

*Virginia Polytechnic Institute and State University
BS, Civil/Environmental Engineering, 1998*

Certifications

*Professional Civil Engineer,
CA No. 67287*

included analysis of constructability and access constraints for pipes located outside of the street right-of-way so that costs could be appropriately accounted for in contractor bids. Subsequent to the design of the improvements, Ms. Combs was the project manager responsible for securing an \$11 Million SRF Loan to fund the City's sewer rehabilitation program. Responsibilities included coordination with the City and preparation of the financial assistance application including all required attachments and CEQA-Plus environmental documentation.

Design of 42-inch Los Coches Reservoir Inlet Pipe Repair, Padre Dam Municipal Water District, Santee, California.

Project manager for the design repairs to the 42-inch concrete cylinder pipe (CCP) bringing water to the Los Coches Reservoir. Because the location of the leak cannot be verified until the pipe is exposed and excavation and dewatering are the most costly project components, Dudek designed a two-step repair process. If the leak is found to in fact be in the blow-off assembly, the blow-off will be replaced. If the leak is found to be at the welded tangential outlet to the 42-inch CCP, a segment of the 42-inch CCP will be removed and replaced with a new piece of pipe with pre-fabricated outlets for the new blow-off and manway (for joint repair).

Caltrans Widening Pipeline Adjustments, Moulton Niguel Water District, Laguna Niguel, California. Project engineer. The project included water main relocation within a creek and under an I-5 overpass, protection of an existing water main passing under a bridge being widened, a sewer casing extension, and numerous miscellaneous smaller conflicts along the project corridor. Design of all components required extensive coordination with Caltrans and its design consultants. Construction work for the water main relocation was coordinated with the Caltrans overpass widening work, allowing the District's contractor to utilize the Caltrans access improvements to the site, while also reducing the number of permits required. Dudek also successfully negotiated with Caltrans to void requirement of extension of the sewer casing due to the configuration of the existing system. In all components of the project, Dudek provided the District with streamlined solutions that reduced cost and permitting complexities.

Otay II Pipeline Improvements – North Encanto Replacement, City of San Diego Water Department, California.

Project manager for the detailed design of 7,600 feet of new 42-inch-diameter CML&C and tape wrapped welded steel pipe to replace an existing aging 36-inch-diameter cast iron pipe. The project involved realigning the pipe through narrow residential streets so that the existing pipe located in backyard easements and open space could be abandoned. The design included 24-inch manway structures, abandonment of existing buried and aboveground pipe, impressed current cathodic protection, rehabilitation of pavement curb ramps, and extensive coordination with City operations for shutdown and connections to the existing transmission main and 65th & Herrick booster pump station.

Dana Point Town Center Infrastructure Improvements, South Coast Water District, Dana Point, California. Ms. Combs was the project engineer responsible for preparation of plans, specifications, and cost estimates. The project consisted of providing hydraulic modeling, preliminary design and design for multiple 8-inch and 10-inch domestic water, 8-inch through 15-inch sewer, and 8-inch recycled water pipelines throughout the Dana Point Town Center redevelopment area (primarily in and around Pacific Coast Hwy and Paseo Del Prado). In total, the project included 11,600-LF of domestic water piping and appurtenances, 3,800-LF of sewer and manholes, and 3,200-LF of recycled water piping.

15-inch Badger Plaint Drain Line Rehabilitation, Santa Fe Irrigation District. Project engineer for the design of 600 LF of reinforced CIPP lining to repair a broken 15-inch AC low pressure drain pipe located in an easement. The design included access and pipe closure pits on each end of the lining segment.

San Juan Creek 30-Inch Effluent Transmission Main Replacement, Moulton Niguel Water District, Laguna Niguel, California. Project engineer for the design of a new pipe under San Juan Creek to replace the existing exposed crossing pipe. Work included an analysis of trenchless construction methods and creek scour depth and preparation of plans and specifications for the selected slurry microtunneling alternative. A design depth of 45-feet was selected for the approximately 300-foot long tunnel under the Orange County Flood Control District channel. Due to the proximity of the concrete slope lining and flood control levees, shaft construction methods were limited to watertight and non-vibratory methods to protect the adjacent improvements.

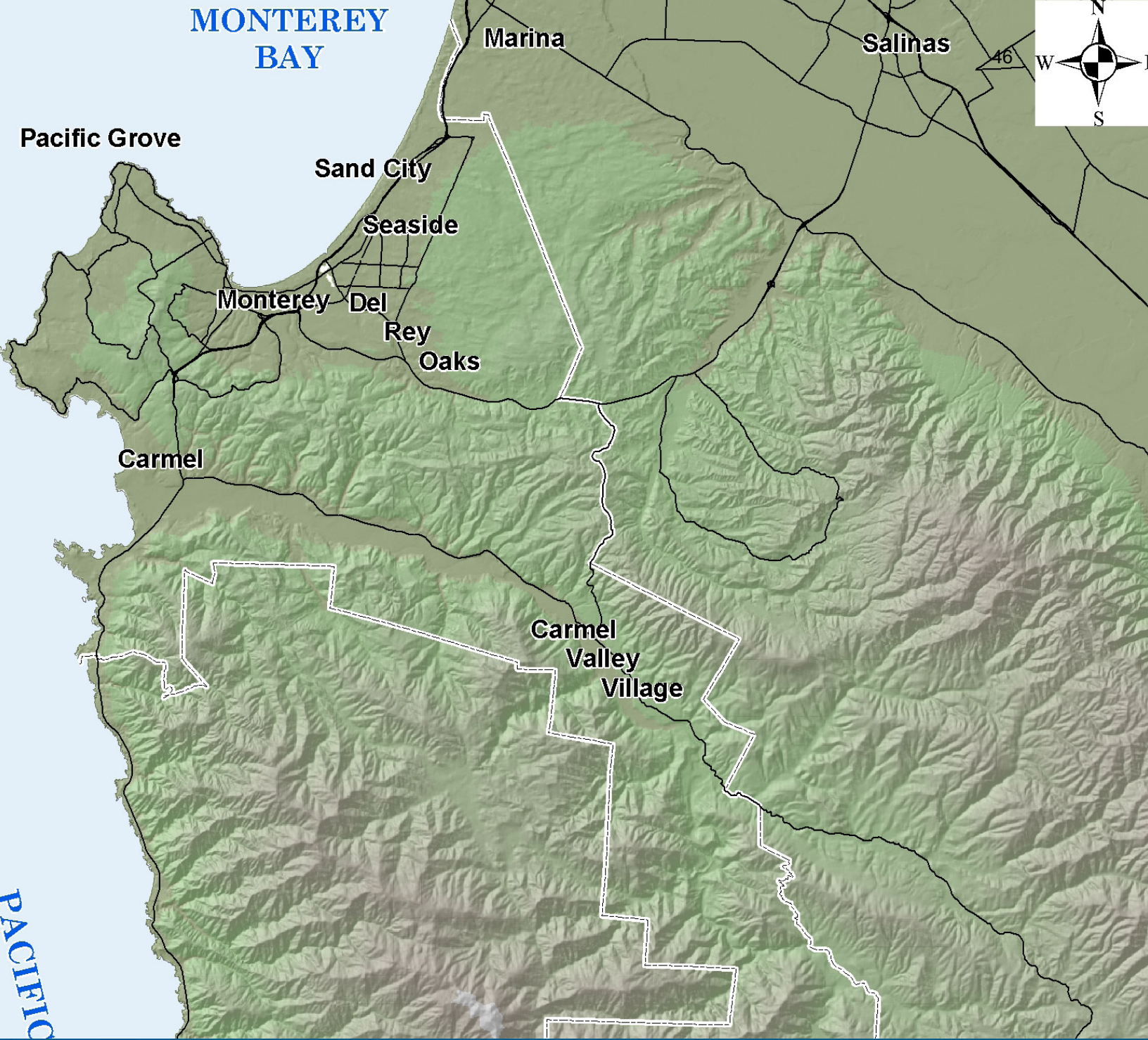
Age- and Condition-related Sewer Rehabilitation Project, City of Vista, California. Assistant project manager providing design services for an extensive multi-year program to rehabilitate the city's Vista sewer basin. The first phase of rehabilitation consisted of approximately 115,000 linear feet of 8-inch- to 12-inch-diameter cured-in-place-pipe lining and rehabilitation of over 600 manholes on residential and collector streets, and within easements.

Gateway Road and Innovation Way Recycled Water Pipelines, City of Carlsbad, California. Project engineer for the design of 2,500 linear feet of 8-inch PVC recycled pipe, including six connections to the existing recycled water distribution system requiring a detailed construction sequencing plan to convert potable pipes to recycled water service and limit shutdown durations of both distribution systems.

4S-I Reservoir Inlet Pipeline, Olivenhain Municipal Water District, San Diego County, California. Project engineer for the design and construction support of an 8,300-foot, 20-inch PVC water main to serve as the dedicated inlet to the 4S-I Reservoir.

Sewer Master Plan, City of Pasadena, Pasadena, California. Project engineer. Dudek provided a comprehensive evaluation of hydraulic capacity through updated flow monitoring and hydraulic modeling, as well as condition assessment and identification of improvements needed for system operation and reliability. As the City is 99% built out and historically has not experienced significant capacity issues, Dudek's approach focused efforts on identifying rehabilitation needs, quantifying specific repair methods, grouping improvement by region, and most importantly, applying prioritization of recommended improvements to address the most critical issues first. Taking a system wide perspective and focusing on key improvement areas that mitigate high risk, City staff will have confidence that the collection system will continue to operate and be maintained cost effectively.

Upper and Lower System Recycled Water System Expansion, City of Oceanside, California. Lead project engineer for planning of the City's recycled water system expansion from 100 AFY to over 4,500 AFY. Dudek refined demands in the proposed upper and lower systems and developed distribution system layouts that include five (5) reservoirs, seven (7) pump stations and 35 miles of new pipelines. As part of the project development, the team developed an operationally efficient distribution system that uses primarily storage reservoirs for sustaining pressure rather than pump stations and takes advantage of existing City-owned property for all but one facility, saving both cost and schedule.



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ADMINISTRATIVE COMMITTEE

4. CONSIDER ADOPTION OF TREASURER'S REPORT FOR SEPTEMBER 2020

Meeting Date:	December 8, 2020	Budgeted:	N/A
From:	David J. Stoldt, General Manager	Program/ Line Item No.:	N/A
Prepared By:	Suresh Prasad	Cost Estimate:	N/A

General Counsel Review: N/A

Committee Recommendation: The Administrative Committee considered this item on December 8, 2020 and recommended _____.

CEQA Compliance: This action does not constitute a project as defined by the California Environmental Quality Act Guidelines Section 15378.

SUMMARY: Exhibit 4-A comprises the Treasurer's Report for September 2020. Exhibit 4-B and Exhibit 4-C are listings of check disbursements for the period September 1-30, 2020. Check Nos. 37755 through 37862, the direct deposits of employee's paychecks, payroll tax deposits, and bank charges resulted in total disbursements for the period in the amount of \$1,845,670.48. There were no conservation rebates paid out during the current period. Exhibit 4-D reflects the unaudited version of the financial statements for the month ending September 30, 2020.

RECOMMENDATION: District staff recommends adoption of the September 2020 Treasurer's Report and financial statements, and ratification of the disbursements made during the month.

EXHIBITS

- 4-A** Treasurer's Report
- 4-B** Listing of Cash Disbursements-Regular
- 4-C** Listing of Cash Disbursements-Payroll
- 4-D** Financial Statements

**MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
TREASURER'S REPORT FOR SEPTEMBER 2020**

<u>Description</u>	<u>Checking</u>	<u>MPWMD Money Market</u>	<u>L.A.I.F.</u>	<u>Wells Fargo Investments</u>	<u>Multi-Bank Securities</u>	<u>MPWMD Total</u>	<u>PB Reclamation Money Market</u>
Beginning Balance	(\$88,218.11)	\$354,477.80	\$13,162,102.53	\$504,114.36	\$2,850,512.99	\$16,782,989.57	\$697,001.46
Fee Deposits		760,469.37				760,469.37	522,820.66
MoCo Tax & WS Chg Installment Pymt						0.00	
Interest Received				8.55	4,170.61	4,179.16	
Transfer - Checking/LAIF	500,000.00		(500,000.00)			0.00	
Transfer - Money Market/LAIF		500,000.00	(500,000.00)			0.00	
Transfer - Money Market/Checking	1,362,245.04	(1,362,245.04)				0.00	
Transfer - Money Market/Multi-Bank						0.00	
Transfer - Money Market/Wells Fargo		504,122.91		(504,122.91)		0.00	
Transfer to CAWD						0.00	
Voided Checks						0.00	
Bank Corrections/Reversals/Errors						0.00	
Bank Charges/Other	(469.13)					(469.13)	
Credit Card Fees	(717.31)					(717.31)	
Returned Deposits	-					0.00	
Payroll Tax/Benefit Deposits	(77,206.44)					(77,206.44)	
Payroll Checks/Direct Deposits	(133,517.27)					(133,517.27)	
General Checks	(1,633,760.33)					(1,633,760.33)	
Bank Draft Payments	-					0.00	
Ending Balance	(\$71,643.55)	\$756,825.04	\$12,162,102.53	\$0.00	\$2,854,683.60	\$15,701,967.62	\$1,219,822.12

Check Report

By Check Number

Date Range: 09/01/2020 - 09/30/2020



Monterey Peninsula Water Management Dist

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK	-Bank of America Checking					
Payment Type: Regular						
00249	A.G. Davi, LTD	09/04/2020	Regular	0.00	395.00	37755
00252	Cal-Am Water	09/04/2020	Regular	0.00	166.20	37756
00224	City of Monterey	09/04/2020	Regular	0.00	1,041.56	37757
00046	De Lay & Laredo	09/04/2020	Regular	0.00	51,686.78	37758
18734	DeVeera Inc.	09/04/2020	Regular	0.00	8,353.25	37759
19093	Energy Options, Inc.	09/04/2020	Regular	0.00	2,700.00	37760
00277	Home Depot Credit Services	09/04/2020	Regular	0.00	1,124.35	37761
06999	KBA Docusys	09/04/2020	Regular	0.00	15,716.98	37762
00259	Marina Coast Water District	09/04/2020	Regular	0.00	104.98	37763
00259	Marina Coast Water District	09/04/2020	Regular	0.00	104.98	37764
00120	Martin B. Feeney, PG, CHG	09/04/2020	Regular	0.00	20,110.00	37765
00242	MBAS	09/04/2020	Regular	0.00	1,500.00	37766
01196	McDonald Refrigeration, Inc.	09/04/2020	Regular	0.00	331.54	37767
00275	Monterey County Herald	09/04/2020	Regular	0.00	968.79	37768
00274	Monterey One Water	09/04/2020	Regular	0.00	331,755.16	37769
13396	Navia Benefit Solutions, Inc.	09/04/2020	Regular	0.00	100.00	37770
00755	Peninsula Welding Supply, Inc.	09/04/2020	Regular	0.00	121.29	37771
00282	PG&E	09/04/2020	Regular	0.00	57.67	37772
00282	PG&E	09/04/2020	Regular	0.00	10.51	37773
06746	POSTMASTER	09/04/2020	Regular	0.00	1,150.00	37774
00159	Pueblo Water Resources, Inc.	09/04/2020	Regular	0.00	6,105.25	37775
07627	Purchase Power	09/04/2020	Regular	0.00	500.00	37776
00228	Ryan Ranch Printers	09/04/2020	Regular	0.00	106.96	37777
09989	Star Sanitation Services	09/04/2020	Regular	0.00	90.71	37778
09425	The Ferguson Group LLC	09/04/2020	Regular	0.00	8,000.00	37779
17965	The Maynard Group	09/04/2020	Regular	0.00	1,521.44	37780
00225	Trowbridge Enterprises Inc.	09/04/2020	Regular	0.00	570.98	37781
00750	Valley Saw & Garden Equipment	09/04/2020	Regular	0.00	51.29	37782
00767	AFLAC	09/11/2020	Regular	0.00	907.16	37786
01188	Alhambra	09/11/2020	Regular	0.00	88.21	37787
00253	AT&T	09/11/2020	Regular	0.00	801.73	37788
00983	Beverly Chaney	09/11/2020	Regular	0.00	16.38	37789
16237	California Water Efficiency Partnership	09/11/2020	Regular	0.00	250.00	37790
19895	CaseWare Cloud Ltd	09/11/2020	Regular	0.00	8,625.00	37791
01001	CDW Government	09/11/2020	Regular	0.00	36.90	37792
06268	Comcast	09/11/2020	Regular	0.00	206.26	37793
06268	Comcast	09/11/2020	Regular	0.00	206.26	37794
00281	CoreLogic Information Solutions, Inc.	09/11/2020	Regular	0.00	930.05	37795
00046	De Lay & Laredo	09/11/2020	Regular	0.00	102,655.98	37796
12655	Graphicsmiths	09/11/2020	Regular	0.00	88.80	37797
00986	Henrietta Stern	09/11/2020	Regular	0.00	1,293.21	37798
03857	Joe Oliver	09/11/2020	Regular	0.00	1,293.21	37799
00094	John Arriaga	09/11/2020	Regular	0.00	2,500.00	37800
13431	Lynx Technologies, Inc	09/11/2020	Regular	0.00	600.00	37801
00118	Monterey Bay Carpet & Janitorial Svc	09/11/2020	Regular	0.00	1,260.00	37802
13396	Navia Benefit Solutions, Inc.	09/11/2020	Regular	0.00	662.49	37803
00282	PG&E	09/11/2020	Regular	0.00	24.55	37804
13430	Premiere Global Services	09/11/2020	Regular	0.00	549.08	37805
00262	Pure H2O	09/11/2020	Regular	0.00	65.54	37806
19098	Specialty Construction, Inc.	09/11/2020	Regular	0.00	521,227.95	37807
03973	Stephanie Kister	09/11/2020	Regular	0.00	149.61	37808
04719	Telit Io T Platforms, LLC	09/11/2020	Regular	0.00	234.06	37809
00269	U.S. Bank	09/11/2020	Regular	0.00	1,777.66	37810

EXHIBIT 4-B

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Check Report**Date Range: 09/01/2020 - 09/30/2020**

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00271	UPEC, Local 792	09/11/2020	Regular	0.00	997.50	37811
19896	USAG Presidio of Monterey	09/11/2020	Regular	0.00	900.00	37812
18163	Wex Bank	09/11/2020	Regular	0.00	1,557.45	37813
00763	ACWA-JPIA	09/18/2020	Regular	0.00	358.54	37814
00760	Andy Bell	09/18/2020	Regular	0.00	2,133.00	37815
12601	Carmel Valley Ace Hardware	09/18/2020	Regular	0.00	76.01	37816
01001	CDW Government	09/18/2020	Regular	0.00	141.29	37817
19448	David Frank Stone	09/18/2020	Regular	0.00	32.92	37818
00277	Home Depot Credit Services	09/18/2020	Regular	0.00	417.60	37819
03965	Irrigation Association	09/18/2020	Regular	0.00	422.00	37820
03857	Joe Oliver	09/18/2020	Regular	0.00	1,293.21	37821
00222	M.J. Murphy	09/18/2020	Regular	0.00	22.07	37822
00223	Martins Irrigation Supply	09/18/2020	Regular	0.00	29.34	37823
00274	Monterey One Water	09/18/2020	Regular	0.00	378,809.63	37824
00036	Parham Living Trust	09/18/2020	Regular	0.00	850.00	37825
00282	PG&E	09/18/2020	Regular	0.00	18.13	37826
13394	Regional Government Services	09/18/2020	Regular	0.00	6,166.30	37827
09425	The Ferguson Group LLC	09/18/2020	Regular	0.00	70.29	37828
12187	Toro Petroleum Cop.	09/18/2020	Regular	0.00	3,023.43	37829
00750	Valley Saw & Garden Equipment	09/18/2020	Regular	0.00	393.25	37830
00983	Beverly Chaney	09/25/2020	Regular	0.00	168.42	37831
00230	Cisco Systems, Inc.	09/25/2020	Regular	0.00	290.00	37832
11822	CSC	09/25/2020	Regular	0.00	5,000.00	37833
04041	Cynthia Schmidlin	09/25/2020	Regular	0.00	868.03	37834
19765	Daniel Larson	09/25/2020	Regular	0.00	158.13	37835
00192	Extra Space Storage	09/25/2020	Regular	0.00	885.00	37836
00993	Harris Court Business Park	09/25/2020	Regular	0.00	721.26	37837
00277	Home Depot Credit Services	09/25/2020	Regular	0.00	98.03	37838
19764	Katrina Herrmann	09/25/2020	Regular	0.00	332.35	37839
05829	Mark Bekker	09/25/2020	Regular	0.00	1,094.00	37840
00242	MBAS	09/25/2020	Regular	0.00	2,348.75	37841
07418	McMaster-Carr	09/25/2020	Regular	0.00	125.57	37842
01002	Monterey County Clerk	09/25/2020	Regular	0.00	50.00	37843
01002	Monterey County Clerk	09/25/2020	Regular	0.00	50.00	37844
16182	Monterey County Weekly	09/25/2020	Regular	0.00	863.00	37845
13396	Navia Benefit Solutions, Inc.	09/25/2020	Regular	0.00	662.49	37846
00755	Peninsula Welding Supply, Inc.	09/25/2020	Regular	0.00	185.79	37847
00282	PG&E	09/25/2020	Regular	0.00	1,768.84	37848
00282	PG&E	09/25/2020	Regular	0.00	18,038.99	37849
00282	PG&E	09/25/2020	Regular	0.00	39,517.48	37850
18544	Psomas	09/25/2020	Regular	0.00	21,728.10	37851
00159	Pueblo Water Resources, Inc.	09/25/2020	Regular	0.00	8,196.40	37852
07627	Purchase Power	09/25/2020	Regular	0.00	500.00	37853
00251	Rick Dickhaut	09/25/2020	Regular	0.00	543.40	37854
17968	Rutan & Tucker, LLP	09/25/2020	Regular	0.00	26,241.99	37855
00176	Sentry Alarm Systems	09/25/2020	Regular	0.00	185.50	37856
00766	Standard Insurance Company	09/25/2020	Regular	0.00	1,072.96	37857
04359	The Carmel Pine Cone	09/25/2020	Regular	0.00	726.00	37858
00225	Trowbridge Enterprises Inc.	09/25/2020	Regular	0.00	291.22	37859
00221	Verizon Wireless	09/25/2020	Regular	0.00	1,635.52	37860
18163	Wex Bank	09/25/2020	Regular	0.00	265.39	37861
08105	Yolanda Munoz	09/25/2020	Regular	0.00	540.00	37862
Total Regular:				0.00	1,633,760.33	

EXHIBIT 4-B

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Check Report**Date Range: 09/01/2020 - 09/30/2020**

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payment Type: Bank Draft						
00266	I.R.S.	09/11/2020	Bank Draft	0.00	13,012.55	DFT0001709
00266	I.R.S.	09/11/2020	Bank Draft	0.00	2,644.66	DFT0001710
00267	Employment Development Dept.	09/11/2020	Bank Draft	0.00	5,326.17	DFT0001711
00266	I.R.S.	09/11/2020	Bank Draft	0.00	669.02	DFT0001712
00266	I.R.S.	09/11/2020	Bank Draft	0.00	166.31	DFT0001718
00266	I.R.S.	09/11/2020	Bank Draft	0.00	125.28	DFT0001719
00267	Employment Development Dept.	09/11/2020	Bank Draft	0.00	7.28	DFT0001720
00266	I.R.S.	09/11/2020	Bank Draft	0.00	535.68	DFT0001721
00266	I.R.S.	09/25/2020	Bank Draft	0.00	12,862.80	DFT0001723
00266	I.R.S.	09/25/2020	Bank Draft	0.00	2,622.58	DFT0001724
00267	Employment Development Dept.	09/25/2020	Bank Draft	0.00	5,255.31	DFT0001725
00266	I.R.S.	09/25/2020	Bank Draft	0.00	574.62	DFT0001726
00768	ICMA	09/11/2020	Bank Draft	0.00	2,655.09	DFT0001727
00769	Laborers Trust Fund of Northern CA	09/11/2020	Bank Draft	0.00	28,094.00	DFT0001728
00768	ICMA	09/25/2020	Bank Draft	0.00	2,655.09	DFT0001738
Total Bank Draft:				0.00	77,206.44	

	Bank Code APBNK	Summary		
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	140	105	0.00	1,633,760.33
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	15	15	0.00	77,206.44
EFT's	0	0	0.00	0.00
	155	120	0.00	1,710,966.77

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	140	105	0.00	1,633,760.33
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	15	15	0.00	77,206.44
EFT's	0	0	0.00	0.00
	155	120	0.00	1,710,966.77

Fund Summary

Fund	Name	Period	Amount
99	POOL CASH FUND	9/2020	1,710,966.77
			1,710,966.77

EXHIBIT 4-C

Monterey Peninsula Water Management Dist

Payroll Bank Transaction Report

By Payment Number

Date: 9/1/2020 - 9/30/2020

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
5311	09/11/2020	Regular	1024	Stoldt, David J	0.00	5,742.47	5,742.47
5312	09/11/2020	Regular	1025	Tavani, Arlene M	0.00	2,227.84	2,227.84
5313	09/11/2020	Regular	1044	Bennett, Corryn D	0.00	2,031.05	2,031.05
5314	09/11/2020	Regular	1018	Prasad, Suresh	0.00	4,067.47	4,067.47
5315	09/11/2020	Regular	1019	Reyes, Sara C	0.00	1,891.34	1,891.34
5316	09/11/2020	Regular	1075	Valencia, Mariel C	0.00	1,583.05	1,583.05
5317	09/11/2020	Regular	1042	Hamilton, Maureen C.	0.00	2,653.43	2,653.43
5318	09/11/2020	Regular	6063	Hampson, Larry M	0.00	2,706.67	2,706.67
5319	09/11/2020	Regular	1009	James, Gregory W	0.00	3,266.43	3,266.43
5320	09/11/2020	Regular	1011	Lear, Jonathan P	0.00	4,230.74	4,230.74
5321	09/11/2020	Regular	1012	Lindberg, Thomas L	0.00	2,677.95	2,677.95
5322	09/11/2020	Regular	1043	Suwada, Joseph	0.00	2,011.61	2,011.61
5323	09/11/2020	Regular	1045	Atkins, Daniel N	0.00	1,965.50	1,965.50
5324	09/11/2020	Regular	1004	Chaney, Beverly M	0.00	2,702.76	2,702.76
5325	09/11/2020	Regular	1005	Christensen, Thomas T	0.00	3,685.20	3,685.20
5326	09/11/2020	Regular	6071	Foster, Ivie M	0.00	422.27	422.27
5327	09/11/2020	Regular	1007	Hamilton, Cory R	0.00	2,373.14	2,373.14
5328	09/11/2020	Regular	6069	Herrmann, Katrina F	0.00	717.29	717.29
5329	09/11/2020	Regular	6070	Larson, Daniel K	0.00	374.60	374.60
5330	09/11/2020	Regular	1048	Lumas, Eric M	0.00	1,811.39	1,811.39
5331	09/11/2020	Regular	1001	Bravo, Gabriela D	0.00	2,610.26	2,610.26
5332	09/11/2020	Regular	1076	Jakic, Tricia	0.00	2,583.98	2,583.98
5333	09/11/2020	Regular	1010	Kister, Stephanie L	0.00	2,706.86	2,706.86
5334	09/11/2020	Regular	1017	Locke, Stephanie L	0.00	3,468.23	3,468.23
5335	09/11/2020	Regular	1040	Smith, Kyle	0.00	2,389.57	2,389.57
5336	09/11/2020	Regular	1047	Timmer, Christopher	0.00	2,190.67	2,190.67
5337	09/11/2020	Regular	7015	Adams, Mary L	0.00	560.21	560.21
5338	09/11/2020	Regular	7014	Evans, Molly F	0.00	490.46	490.46
5339	09/11/2020	Regular	7017	Hoffmann, Gary D	0.00	374.02	374.02
5340	09/11/2020	Regular	7018	Riley, George T	0.00	734.53	734.53
5341	09/25/2020	Regular	1024	Stoldt, David J	0.00	5,742.48	5,742.48
5342	09/25/2020	Regular	1025	Tavani, Arlene M	0.00	2,227.86	2,227.86
5343	09/25/2020	Regular	1044	Bennett, Corryn D	0.00	2,031.07	2,031.07
5344	09/25/2020	Regular	1018	Prasad, Suresh	0.00	4,067.47	4,067.47
5345	09/25/2020	Regular	1019	Reyes, Sara C	0.00	1,891.34	1,891.34
5346	09/25/2020	Regular	1075	Valencia, Mariel C	0.00	1,583.04	1,583.04
5347	09/25/2020	Regular	1042	Hamilton, Maureen C.	0.00	2,653.44	2,653.44
5348	09/25/2020	Regular	6063	Hampson, Larry M	0.00	2,284.47	2,284.47
5349	09/25/2020	Regular	1009	James, Gregory W	0.00	3,266.44	3,266.44
5350	09/25/2020	Regular	1011	Lear, Jonathan P	0.00	4,230.75	4,230.75
5351	09/25/2020	Regular	1012	Lindberg, Thomas L	0.00	2,677.95	2,677.95
5352	09/25/2020	Regular	1043	Suwada, Joseph	0.00	2,011.61	2,011.61
5353	09/25/2020	Regular	1045	Atkins, Daniel N	0.00	1,965.50	1,965.50
5354	09/25/2020	Regular	1004	Chaney, Beverly M	0.00	2,702.77	2,702.77
5355	09/25/2020	Regular	1005	Christensen, Thomas T	0.00	3,685.21	3,685.21
5356	09/25/2020	Regular	6071	Foster, Ivie M	0.00	435.90	435.90
5357	09/25/2020	Regular	1007	Hamilton, Cory R	0.00	2,373.15	2,373.15
5358	09/25/2020	Regular	6069	Herrmann, Katrina F	0.00	752.49	752.49
5359	09/25/2020	Regular	6070	Larson, Daniel K	0.00	265.63	265.63
5360	09/25/2020	Regular	1048	Lumas, Eric M	0.00	1,811.40	1,811.40
5361	09/25/2020	Regular	1001	Bravo, Gabriela D	0.00	2,610.27	2,610.27
5362	09/25/2020	Regular	1076	Jakic, Tricia	0.00	2,583.97	2,583.97
5363	09/25/2020	Regular	1010	Kister, Stephanie L	0.00	2,706.87	2,706.87
5364	09/25/2020	Regular	1017	Locke, Stephanie L	0.00	3,468.24	3,468.24
5365	09/25/2020	Regular	1040	Smith, Kyle	0.00	2,389.58	2,389.58
5366	09/25/2020	Regular	1047	Timmer, Christopher	0.00	2,190.67	2,190.67
37783	09/11/2020	Regular	7007	Byrne, Jeanne	498.69	0.00	498.69

EXHIBIT 4-C							
Payment Number	Payment Date	Payment Type	Employee Number	Employee Name	Check Amount	Direct Deposit Amount	Total Payment
37784	09/11/2020	Regular	7009	Edwards, Alvin	809.88	0.00	809.88
37785	09/11/2020	Regular	7004	Potter, David L	348.14	0.00	348.14
Total:					1,656.71	131,860.56	133,517.27



MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE MONTH SEPTEMBER 30, 2020

	<u>Mitigation</u>	<u>Conservation</u>	<u>Water Supply</u>	<u>Current Period Activity</u>	<u>FY 2020/2021 Year-to-Date Actual</u>	<u>FY 2020/2021 Annual Budget</u>	<u>Prior FY Year-to-Date Actual</u>
REVENUES							
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,050,000	\$ -
Water supply charge			-	-	-	3,300,000	(2,376)
User fees	378,619	146,619	87,361	612,599	1,187,749	4,250,000	508,012
Mitigation revenue	-			-	-	-	-
Capacity fees			9,801	9,801	33,763	400,000	82,990
Permit fees	-	7,290		7,290	34,796	198,000	56,464
Investment income	-	-	9	9	(72,915)	200,000	(15,515)
Miscellaneous	3,382	2,145	2,722	8,250	9,533	15,000	5,761
Sub-total district revenues	382,002	156,054	99,892	637,948	1,192,925	10,413,000	635,336
Project reimbursements	-	22,395	152,059	174,454	213,304	2,436,000	73,780
Legal fee reimbursements		-		-	300	16,000	150
Grants	-	-	-	-	7,274	2,495,400	-
Recording fees		2,750		2,750	9,130	6,000	8,970
Sub-total reimbursements	-	25,145	152,059	177,204	230,009	4,953,400	82,900
From Reserves	-	-	-	-	-	9,055,400	-
Total revenues	382,002	181,199	251,951	815,152	1,422,934	24,421,800	718,236
EXPENDITURES							
Personnel:							
Salaries	67,276	41,876	79,683	188,835	556,327	2,651,200	627,310
Retirement	6,360	4,025	7,575	17,959	454,835	647,400	403,897
Unemployment Compensation	-	-	-	-	4,759	3,000	723
Auto Allowance	92	92	277	462	1,339	6,000	1,385
Deferred Compensation	143	143	429	714	2,072	9,400	2,143
Temporary Personnel	-	-	-	-	-	50,000	33,664
Workers Comp. Ins.	1,958	161	1,368	3,487	12,089	85,000	33,471
Employee Insurance	14,920	9,539	14,262	38,721	114,650	505,700	111,323
Medicare & FICA Taxes	1,482	659	1,301	3,441	11,810	46,800	12,584
Personnel Recruitment	-	-	-	-	-	3,000	45
Other benefits	41	26	33	100	300	1,500	210
Staff Development	-	1,156	-	1,156	1,156	29,700	2,198
Sub-total personnel costs	92,272	57,677	104,927	254,875	1,159,338	4,038,700	1,228,954
Services & Supplies:							
Board Member Comp	826	786	818	2,430	10,665	33,900	6,885
Board Expenses	117	74	94	286	2,224	10,000	963
Rent	985	230	915	2,130	6,390	23,200	5,990
Utilities	972	598	788	2,358	6,999	33,200	8,159
Telephone	2,001	1,292	1,144	4,438	14,090	46,500	11,960
Facility Maintenance	390	247	314	951	5,353	56,300	10,275
Bank Charges	507	321	408	1,236	4,068	15,100	4,221
Office Supplies	119	151	96	367	3,305	17,700	4,258
Courier Expense	357	226	287	870	1,124	6,100	1,623
Postage & Shipping	-	-	-	-	740	6,800	825
Equipment Lease	518	329	417	1,264	3,407	13,900	4,090
Equip. Repairs & Maintenance	-	-	-	-	341	7,000	2,119
Photocopy Expense				-	-		
Printing/Duplicating/Binding	-	-	-	-	-	500	-
IT Supplies/Services	5,383	3,413	4,332	13,128	89,337	220,000	70,616
Operating Supplies	187	-	-	187	277	16,100	3,410
Legal Services	10,417	5,026	8,571	24,014	72,578	400,000	56,179



MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE MONTH SEPTEMBER 30, 2020

	Mitigation	Conservation	Water Supply	Current Period Activity	FY 2020/2021 Year-to-Date Actual	FY 2020/2021 Annual Budget	Prior FY Year-to-Date Actual
Professional Fees	9,578	6,074	7,709	23,360	58,213	360,200	75,269
Transportation	2,510	43	796	3,349	6,585	34,000	8,242
Travel	490	-	-	490	1,202	26,100	1,252
Meeting Expenses	359	228	289	875	3,500	6,700	747
Insurance	-	-	-	-	-	98,000	17,543
Legal Notices	-	-	-	-	-	3,100	-
Membership Dues	-	-	-	-	1,691	38,300	12,732
Public Outreach	-	-	-	-	30	3,900	911
Assessors Administration Fee	-	-	-	-	-	20,000	-
Miscellaneous	-	-	-	-	-	3,000	379
Sub-total services & supplies costs	35,717	19,039	26,978	81,734	292,117	1,499,600	308,647
Project expenditures	46,435	39,750	864,921	951,106	3,273,928	16,639,100	662,885
Fixed assets	-	-	-	-	34,270	220,000	-
Contingencies	-	-	-	-	-	70,000	-
Election costs	-	-	-	-	-	200,000	-
Debt service: Principal	-	-	-	-	-	-	-
Debt service: Interest	-	-	-	-	-	230,000	-
Flood drought reserve	-	-	-	-	-	-	-
Capital equipment reserve	-	-	-	-	-	324,400	-
General fund balance	-	-	-	-	-	1,000,000	-
Pension reserve	-	-	-	-	-	100,000	-
OPEB reserve	-	-	-	-	-	100,000	-
Other	-	-	-	-	-	-	-
Sub-total other	46,435	39,750	864,921	951,106	3,308,198	18,883,500	662,885
Total expenditures	174,423	116,465	996,826	1,287,715	4,759,654	24,421,800	2,200,485
Excess (Deficiency) of revenues over expenditures	\$ 207,578	\$ 64,734	\$ (744,875)	\$ (472,563)	\$ (3,336,720)	\$ -	\$ (1,482,249)

ADMINISTRATIVE COMMITTEE

5. RECEIVE AND FILE FIRST QUARTER FINANCIAL ACTIVITY REPORT FOR FISCAL YEAR 2020-2021

Meeting Date: December 8, 2020 **Budgeted:** N/A

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

Prepared By: Suresh Prasad **Cost Estimate:** N/A

General Counsel Review: N/A

Committee Recommendation: The Administrative Committee reviewed this item on December 8, 2020 and recommended _____.

CEQA Compliance: This action does not constitute a project as defined by the California Environmental Quality Act Guidelines Section 15378.

SUMMARY: The first quarter of Fiscal Year (FY) 2020-2021 concluded on September 30, 2020. Table comparing budgeted and actual year-to-date revenues and expenditures for the period are included as **Exhibit 5-A**. **Exhibits 5-B** and **5-C** presents the same information in bar graph format. The following comments summarize District staff's observations:

REVENUES

The revenue table compares amounts received through the first quarter of FY 2020-2021 to the amounts budgeted for that same time-period. Total revenues collected were \$1,422,934, or 23.3% of the budgeted amount of \$6,105,450. Variances within the individual revenue categories are described below:

- Water Supply Charge revenues were \$0, or 0.0% of the budget for the period. The first installment of this revenue is expected to be received in December 2020.
- Property tax revenues were \$0, or 0% of the budget for the period. The first installment of this revenue is expected to be received in December 2020.
- User fee revenues were \$1,187,749, or about 111.8% of the amount budgeted. This is higher than the budgeted amount as collections for the current year has been higher than anticipated.
- Connection Charge revenues were \$33,763, or 33.8% of the budget for the period. Actual collection was lower than anticipated budgeted figure as the forecasted figures are based on estimated number of customers pulling permits. There were fewer connections received than budgeted for the fiscal year.
- Permit Fees revenues were \$34,796, or 70.3% of the budget for the period. Actual collection was lower than anticipated budgeted figure as the forecasted figures are based on estimated number of customers pulling permits. There were fewer permits received than budgeted for the fiscal year.
- Interest revenues were (\$72,915), or -145.8% of the budget for the period. Actual interest includes accrual reversals from prior year. Most of the interest income revenue is realized in Quarter 4 of the FY.

- Reimbursements of \$222,734, or 36.2% of the budget. This is based on actual spending and collection of reimbursement project funds. This is due to projects being deferred and continued to next quarter.
- Grant revenue of \$7,274, or 1.2% of the budget. This is due to grant funded projects being deferred and continued to next quarter.
- The Other revenue category totaled \$9,533 or about 254.2% of the budgeted amount. This category includes reimbursement revenues from legal and other miscellaneous services. Actual collections were higher than anticipated.
- The Reserves category totaled \$0 or about 0.00% of the budgeted amount. This category includes potential use of reserves and the water supply carry forward balance during the fiscal year for which adjustments will be made at the conclusion of the fiscal year.

EXPENDITURES

Expenditure activity as depicted on the expenditure table is similar to patterns seen in past fiscal years. Total expenditures of \$4,759,653 were about 78.0% of the budgeted amount of \$6,105,450 for the period. Variances within the individual expenditure categories are described below:

- Personnel costs of \$1,159,338 were about 114.8% of the budget. This was slightly higher than the anticipated budget due to CalPERS employer portion of the unfunded liability paid upfront for the fiscal year.
- Expenditures for supplies and services were \$292,117, or about 77.9% of the budgeted amount. This was lower than the anticipated budget.
- Fixed assets purchases of \$34,270 represented around 62.3% of the budgeted amount. This was due to some of the fixed asset purchases deferred to next quarter.
- Funds spent for project expenditures were \$3,273,928, or approximately 78.7% of the amount budgeted for the period. This is due to some of the project spending being deferred to next quarter.
- Debt Service included costs of \$0, or 0.0% of the budget for the period. Debt service is paid semi-annually, in December and June.
- Contingencies/Other expenditures \$0, or 0% of the budgeted amount. This was due to the contingency budget not spent during this quarter.
- Reserve expenditures of \$0, or 0% of the budgeted amount. This was due to the adjustments made at the conclusion of the fiscal year.

EXHIBITS

5-A Revenue and Expenditure Table

5-B Revenue Graph

5-C Expenditure Graph

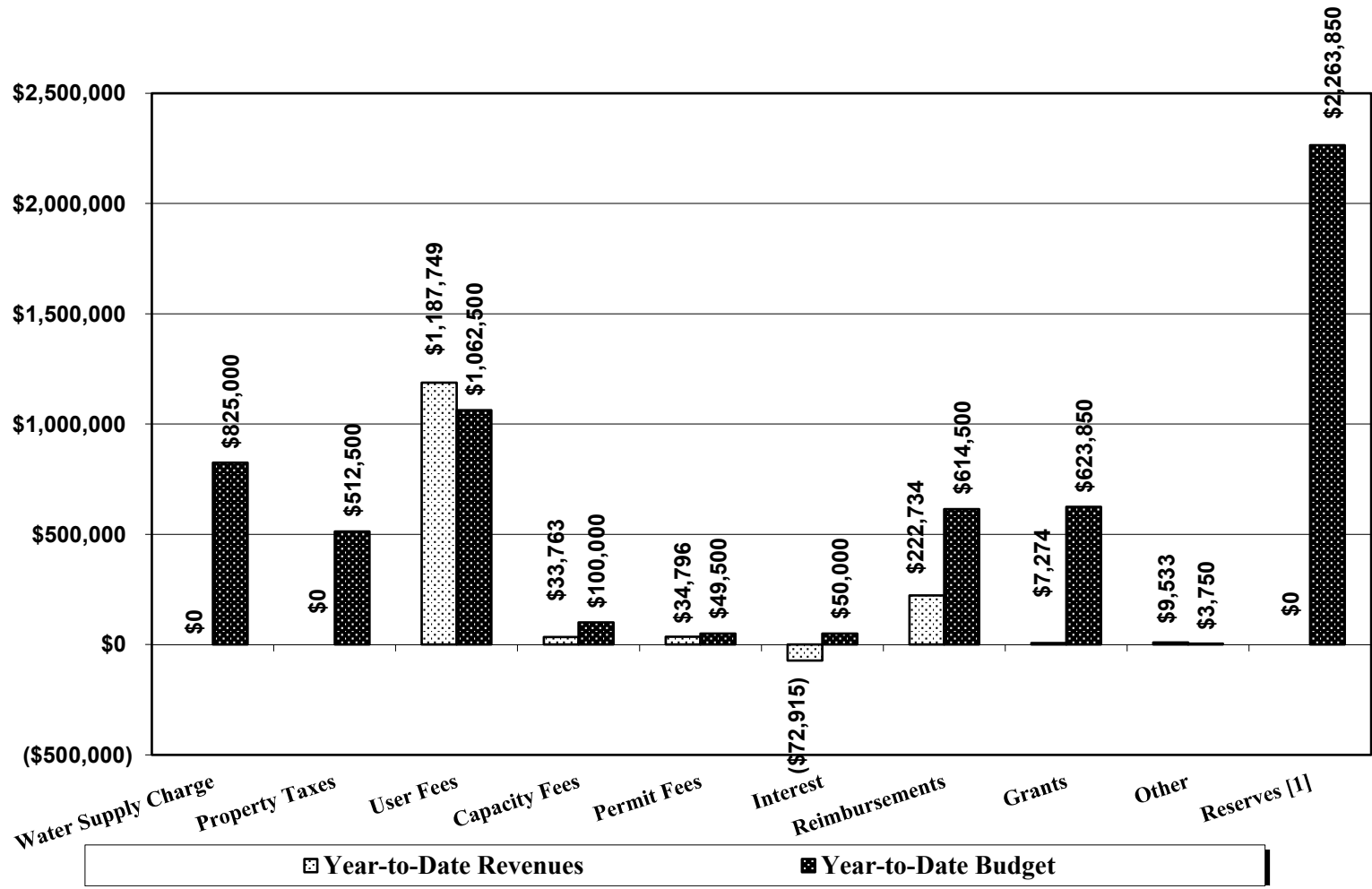
**Monterey Peninsula Water Management District
Financial Activity as of September 30, 2020
Fiscal Year 2020-2021**

	Year-to-Date <u>Revenues</u>	Year-to-Date <u>Budget</u>	<u>Variance</u>	Percent of <u>Budget</u>
Water Supply Charge	\$0	\$825,000	\$825,000	0.0%
Property Taxes	\$0	\$512,500	\$512,500	0.0%
User Fees	\$1,187,749	\$1,062,500	(\$125,249)	111.8%
Capacity Fees	\$33,763	\$100,000	\$66,237	33.8%
Permit Fees	\$34,796	\$49,500	\$14,704	70.3%
Interest	(\$72,915)	\$50,000	\$122,915	-145.8%
Reimbursements	\$222,734	\$614,500	\$391,766	36.2%
Grants	\$7,274	\$623,850	\$616,576	1.2%
Other	\$9,533	\$3,750	(\$5,783)	254.2%
Reserves [1]	\$0	\$2,263,850	\$2,263,850	0.0%
Total Revenues	\$1,422,934	\$6,105,450	\$4,682,516	23.3%

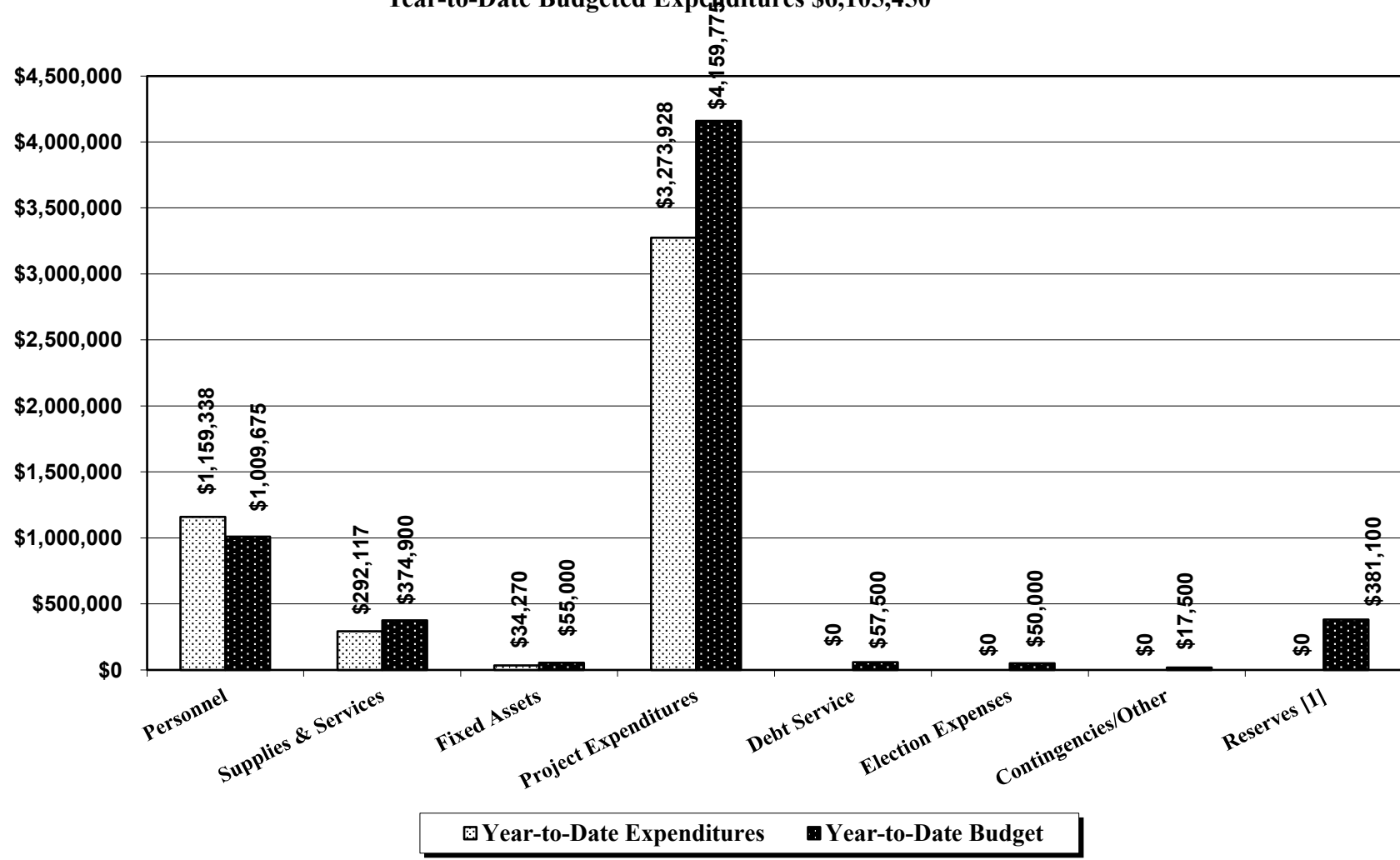
	Year-to-Date <u>Expenditures</u>	Year-to-Date <u>Budget</u>	<u>Variance</u>	Percent of <u>Budget</u>
Personnel	\$1,159,338	\$1,009,675	(\$149,663)	114.8%
Supplies & Services	\$292,117	\$374,900	\$82,783	77.9%
Fixed Assets	\$34,270	\$55,000	\$20,730	62.3%
Project Expenditures	\$3,273,928	\$4,159,775	\$885,847	78.7%
Debt Service	\$0	\$57,500	\$57,500	0.0%
Election Expenses	\$0	\$50,000	\$50,000	0.0%
Contingencies/Other	\$0	\$17,500	\$17,500	0.0%
Reserves [1]	\$0	\$381,100	\$381,100	0.0%
Total Expenditures	\$4,759,653	\$6,105,450	\$1,345,797	78.0%

[1] Budget column includes fund balance, water supply carry forward,
and reserve fund

REVENUES
Fiscal Year Ended September 30, 2020
 Year-to-Date Actual Revenues \$1,422,934
 Year-to-Date Budgeted Revenues \$6,105,450



EXPENDITURES
Fiscal Year Ended September 30, 2020
 Year-to-Date Actual Exenditures \$4,759,653
 Year-to-Date Budgeted Expenditures \$6,105,450



ADMINISTRATIVE COMMITTEE

6. CONSIDER APPROVAL OF THIRD QUARTER FISCAL YEAR 2020-2021 INVESTMENT REPORT

Meeting Date:	December 8, 2020	Budgeted:	N/A
From:	David J. Stoldt, General Manager	Program/ Line Item No.:	N/A
Prepared By:	Suresh Prasad	Cost Estimate:	N/A

General Counsel Review: N/A

Committee Recommendation: The Administrative Committee considered this item on December 8, 2020 and recommended _____.

CEQA Compliance: This action does not constitute a project as defined by the California Environmental Quality Act Guidelines Section 15378.

SUMMARY: The District's investment policy requires that each quarter the Board of Directors receive and approve a report on investments held by the District. **Exhibit 6-A** is the report for the quarter ending September 30, 2020. District staff has determined that these investments do include sufficient liquid funds to meet anticipated expenditures for the next six months and as a result this portfolio is in compliance with the current District investment policy. This portfolio is in compliance with the California Government Code, and the permitted investments of Monterey County.

RECOMMENDATION: The Administrative Committee considered this item at its December 8, 2020 meeting and voted _ to _ to recommend _____.

EXHIBIT

6-A Investment Report as of September 30, 2020

**MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
INVESTMENT REPORT AS OF SEPTEMBER 30, 2020**

MPWMD

Issuing Institution Security Description	Purchase Date	Maturity Date	Cost Basis	Par Value	Market Value	Annual Rate of Return	Portfolio Distribution
Local Agency Investment Fund	09/30/20	10/01/20	\$12,162,103	\$12,162,103	\$12,162,103	0.840%	77.46%
Bank of America:							
Money Market	09/30/20	10/01/20	756,825	756,825	756,825	0.000%	
Checking	09/30/20	10/01/20	(71,644)	(71,644)	(71,644)	0.000%	
			\$685,181	\$685,181	\$685,181		4.36%
Multi-Bank Securities Cash Account	09/30/20	10/01/20	126,684	126,684	126,684	0.000%	
Multi-Securities Bank Securities:							
Interest Bearing Certificate of Deposit	08/17/18	02/17/21	\$249,000	\$249,000	\$251,592	2.800%	
Interest Bearing Certificate of Deposit	07/03/18	07/06/21	\$246,000	\$246,000	\$251,545	3.000%	
Interest Bearing Certificate of Deposit	07/03/18	07/06/21	\$246,000	\$246,000	\$251,545	3.000%	
Interest Bearing Certificate of Deposit	10/05/18	10/05/21	\$249,000	\$249,000	\$256,604	3.100%	
Interest Bearing Certificate of Deposit	11/21/18	11/22/21	\$246,000	\$246,000	\$254,898	3.250%	
Interest Bearing Certificate of Deposit	01/09/19	01/10/22	\$250,000	\$250,000	\$259,570	3.100%	
Interest Bearing Certificate of Deposit	02/06/20	02/06/23	\$247,000	\$247,000	\$256,519	1.800%	
Interest Bearing Certificate of Deposit	09/30/20	03/30/21	\$249,000	\$249,000	\$249,901	0.400%	
Interest Bearing Certificate of Deposit	03/13/20	03/13/25	\$249,000	\$249,000	\$259,134	1.250%	
Interest Bearing Certificate of Deposit	03/30/20	03/31/25	\$248,000	\$248,000	\$262,057	1.600%	
Interest Bearing Certificate of Deposit	09/22/20	03/22/21	\$249,000	\$249,000	\$251,420	0.550%	
			\$2,854,684	\$2,854,684	\$2,931,470	1.906%	18.18%
TOTAL MPWMD			\$15,701,968	\$15,701,968	\$15,778,754	0.997%	

CAWD/PBCSD WASTEWATER RECLAMATION PROJECT

Issuing Institution Security Description	Purchase Date	Maturity Date	Cost Basis	Par Value	Market Value	Annual Rate of Return	Portfolio Distribution
US Bank Corp Trust Services:							0.10%
Certificate Payment Fund	09/30/20	10/01/20	818	818	818	0.000%	
Interest Fund	09/30/20	10/01/20	338	338	338	0.000%	
Rebate Fund	09/30/20	10/01/20	19	19	19	0.000%	
			\$1,176	\$1,176	\$1,176	0.000%	
Bank of America:							99.90%
Money Market Fund	09/30/20	10/01/20	1,219,822	1,219,822	\$1,219,822	0.000%	
TOTAL WASTEWATER RECLAMATION PROJECT			\$1,220,998	\$1,220,998	\$1,220,998	0.000%	

These investments do include sufficient liquid funds to meet anticipated expenditures for the next six months as reflected in the FY 2020-2021 annual budget adopted on June 15, 2020.

ADMINISTRATIVE COMMITTEE

7. CONSIDER RECOMMENDATION TO THE BOARD TO FUND REBATES IN THE CALIFORNIA AMERICAN WATER SYSTEM BETWEEN JANUARY 1, 2021 AND THE AVAILABILITY OF FUNDING FROM THE CALIFORNIA AMERICAN WATER GENERAL RATE CASE

Meeting Date: December 8, 2020 **Budgeted:** No
From: David J. Stoldt, **Program/** N/A
 General Manager **Line Item No.:**
Prepared By: Stephanie Locke **Cost Estimate:** \$200,000

General Counsel Review: N/A

Committee Recommendation: The Water Demand Committee reviewed this item on December 3, 2020 and voted 2 – 0 to recommend the Board authorize advance funding. The Administrative Committee reviewed this item on December 8, 2020 and recommended

CEQA Compliance: This action does not constitute a project as defined by the California Environmental Quality Act Guidelines section 15378.

SUMMARY: The District and California American Water's (Cal-Am) Rebate Program is funded through a customer surcharge that is renewed as part of Cal-Am's General Rate Cases (GRC) every three years. The 2018-2020 GRC ends on December 31, 2020. The decision on the 2021-2023 GRC (filed in July 2019) is anticipated in mid-2021. Rather than shutting the Rebate Program down and reducing the current momentum, staff is requesting the Board authorize advance funding to continue the program until Cal-Am's GRC is approved and funds are available. The Rebate Program significantly contributes to reduced water consumption on the Monterey Peninsula.

The pending GRC includes a request for \$1.1 million in Rebate funding for the Monterey Peninsula for the next three years. Between January 1, 2021, until the GRC is approved with funding for the Rebate Program, Cal-Am will not be collecting the conservation surcharge that funds the rebate program and is unable to reimburse the District for Rebates. Although there is a slight risk that Rebate Program funding will not be approved by the CPUC, all previous requests for funding for the Rebate Program have been approved since 2007.

The District will be funding rebate advances from its general reserve fund. Cal-Am has agreed to reimburse the District for the advanced rebates once collection of the conservation surcharge is resumed. If authorized by the Board, the District will process and pay rebates up to a maximum of \$200,000 and invoice Cal-Am for the expenditures when/if they receive GRC approval. Funding for this reimbursable expenditure was not included in the 2020-2021 budget and will be included in the mid-year adjustment.

The District/Cal-Am Rebate Program is credited with a significant portion of the water savings since the Cease and Desist Order in 2009 (savings are reported monthly in the Water Conservation Program Report). The program offers extensive and generous rebates that motivate customers to

purchase and install water efficient appliances. Shutting the program down until funding is available would negatively impact the community and the vendors. In 2011, the program was suspended awaiting the 2012 GRC approval. Once funding became available, it took approximately 18 months to achieve current participation levels. Given the urgency of conservation and the Cease and Desist Order (CDO) milestones, staff recommends the Board authorize interim funding.

RECOMMENDATION: The Administrative Committee should recommend the Board approve interim funding up to \$200,000 through June 2021 for the Rebate Program from the District's general reserve fund. District expenditures for Cal-Am customers will be reimbursed by Cal-Am when a rebate fund is approved in the GRC.

EXHIBIT

None

ADMINISTRATIVE COMMITTEE

8. CONSIDER ADOPTION OF RESOLUTION 2020-18 AUTHORIZING AN EXCEPTION TO THE CALPERS 180-DAY WAITING PERIOD FOR HIRING A RETIREE

Meeting Date:	December 8, 2020	Budgeted:	No
From:	David J. Stoldt, General Manager	Program/ Line Item No.:	Salary & Benefits
Prepared By:	Suresh Prasad	Cost Estimate:	\$15,000

General Counsel Approval: N/A

Committee Recommendation: The Administrative Committee reviewed this item on December 8, 2020 and recommended _____.

CEQA Compliance: This action does not constitute a project as defined by the California Environmental Quality Act Guidelines Section 15378.

SUMMARY: Executive Assistant/Clerk of the Board, Arlene Tavani, will retire on December 30, 2020. District is in the process of hiring her replacement, however, there will not be enough time to cross-train the new employee. There is a need for her specialized skills and knowledge of the District, such as dealing with historical document retention, dealing with Public Records Act request, other policy related work, etc. She will provide assessment and training on as needed basis to the District. Ms. Tavani's unique experience and historical knowledge, after 35 years with the District, makes her the only individual who can carry out these functions.

It would greatly benefit the District to offer a limited-term, part-time contract as a retired annuitant to Ms. Tavani. The contract would be for Ms. Tavani to act as a part-time Executive Assistant at her current hourly rate of \$40.57, for up to 300 hours from January 1, 2021 through June 30, 2021. She would not receive any benefits, other than those mandated by state and federal law.

The California Public Retirement System (CalPERS) requires that the governing body of any agency wishing to hire a retiree prior to 180-days following their retirement date, pass a resolution to that effect. The resolution must be presented and considered in open session, not on the consent calendar.

RECOMMENDATION: That the Administrative Committee adopt Resolution 2020-18, **Exhibit 8-A**, authorizing an exception to the CalPERS 180-day wait period to hire Ms. Arlene Tavani as a part-time, limited-term employee.

IMPACTS TO STAFF/RESOURCES: The cost to the District for a 6-month, part-time contract would not exceed \$15,000.

EXHIBIT

8-A Resolution 2020-18



EXHIBIT 8-A

RESOLUTION NO. 2020-18

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
MONTEREY PENINSULA WATER MANGEMENT DISTRICT REGARDING
AUTHORIZING AN EXCEPTION TO THE 180-DAY WAIT
PERIOD GC SECTIONS 7522.56 & 21224**

The Board of Directors of the Monterey Peninsula Water Management District, hereby adopts the following Resolution:

WHEREAS, in compliance with Government Code section 7522.56 the Monterey Peninsula Water Management District must provide CalPERS this certification resolution when hiring a retiree before 180 days has passed since his retirement date; and

WHEREAS, Arlene Tavani, CalPERS ID 7015155119, retired from the Monterey Peninsula Water Management District in the position of Executive Assistant/Clerk of the Board, effective December 30, 2020; and

WHEREAS, section 7522.56 requires that post-retirement employment commence no earlier than 180 days after the retirement date, which is June 30, 2020 without this certification resolution; and

WHEREAS, section 7522.56 provides that this exception to the 180 day wait period shall not apply if the retiree accepts any retirement-related incentive; and

WHEREAS, the Monterey Peninsula Water Management District Board of Directors, the Monterey Peninsula Water Management District, and Arlene Tavani certify that Arlene Tavani has not and will not receive a Golden Handshake or any other retirement-related incentive; and

WHEREAS, the Monterey Peninsula Water Management District Board of Directors hereby appoints Arlene Tavani as an extra help retired annuitant to perform the duties of Executive Assistant for the Monterey Peninsula Water Management District under Government Code section (21224), effective January 1, 2021; and

WHEREAS, the entire employment agreement, contract or appointment document between Arlene Tavani and the Monterey Peninsula Water Management District has been reviewed by this body and is attached herein, as Attachment A; and

WHEREAS, no matters, issues, terms or conditions related to this employment and appointment have been or will be placed on a consent calendar; and

WHEREAS, the employment shall be limited to 960 hours per fiscal year; and

WHEREAS, the compensation paid to retirees cannot be less than the minimum nor exceed the maximum monthly base salary paid to other employees performing comparable duties, divided by 173.333 to equal the hourly rate; and

WHEREAS, the maximum base salary for this position is \$7,031.39 per month and the hourly equivalent is \$40.57, and the minimum base salary for this position is \$5,784.74 and the hourly equivalent is \$33.37; and

WHEREAS, the hourly rate paid to Arlene Tavani will be \$40.57; and

WHEREAS, Arlene Tavani has not and will not receive any other benefit, incentive, compensation in lieu of benefit or other form of compensation in addition to this hourly pay rate;

THEREFORE, BE IT RESOLVED THAT the Monterey Peninsula Water Management District Board hereby certifies the nature of the appointment of Arlene Tavani as described herein and detailed in the attached employment contract document, and that this appointment is necessary to fill the critically needed position of Executive Assistant for the Monterey Peninsula Water Management District by January 1, 2021, because there is a need for oversight of administrative related District projects.

On motion of Director _____, and second by Director _____, the foregoing resolution is duly adopted this 14th day of December, 2020, by the following votes:

AYES:

NAYES:

ABSENT:

Presiding Officer

Monterey Peninsula Water Management District

I, David J. Stoldt, Secretary of the Board of Directors of the Monterey Peninsula Water Management District, hereby certify that the foregoing is a full, true and correct copy of a resolution duly adopted on the _____ day of _____, 2020.

Witness my hand and seal of the Board of Directors, this _____ day of _____, 2020.

David J. Stoldt, Secretary to the Board

**Attachment 1**

January 1, 2021

Arlene Tavani
P.O. Box 991
Salinas, CA 93902

Dear Arlene:

This letter constitutes the District's offer to you for temporary limited-term employment as an Executive Assistant, for a period of employment beginning on January 1, 2021 and ending no later than June 30, 2021. This limited-term position will not exceed 300 working hours. Your hourly rate will be \$40.57 per hour. You are covered under the District's Workers' Compensation Insurance. Your employment is "at will" and may be terminated at any time, with or without cause.

Federal legislation requires us, as your employer, to deduct 7.65 percent of your gross salary for Medicare and Social Security coverage. This position does not provide any other benefits other than those mandated by state and federal law. Federal and state income taxes will be withheld based on the W-4 form you complete. You will submit your bi-weekly time-sheet through entry in the Tyler Time Entry system.

To indicate your acceptance of these terms, please sign below and return this letter.

Sincerely,

Dave Stoldt
General Manager

☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐

I hereby accept the temporary position under the terms set forth above.

Arlene Tavani

(Date)

cc:
HR/Personnel File

ADMINISTRATIVE COMMITTEE

9. REPORT ON ACTIVITY/PROGRESS ON CONTRACTS OVER \$25,000

Meeting Date: December 8, 2020 **Budgeted:** N/A

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

Prepared By: Suresh Prasad **Cost Estimate:** N/A

General Counsel Review: N/A

Committee Recommendation: The Administrative Committee reviewed this item on December 8, 2020.

CEQA Compliance: This action does not constitute a project as defined by the California Environmental Quality Act Guidelines Section 15378.

SUMMARY: Attached for review is **Exhibit 9-A**, monthly status report on contracts over \$25,000 for the period September 2020. This status report is provided for information only, no action is required.

EXHIBIT

9-A Status on District Open Contracts (over \$25k)

EXHIBIT 9-A

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**Monterey Peninsula Water Management District
Status on District Open Contracts (over \$25K)
For The Period September 2020**

Contract	Description	Date Authorized	Contract Amount	Prior Period Expended To Date	Current Period Spending	Total Expended To Date	Expected Completion	Current Period Activity	P.O. Number
1	Hayashi & Wayland Accountancy Corp.	Audit services	6/15/2020	\$ 68,000.00	\$ -	\$ 3,500.00	\$ 3,500.00	Current period billing for auditing services	PO02426
2	Martin B. Feeney, PG, CHG	Construction Management of PWM final well comissioning	8/17/2020	\$ 53,820.00	\$ -	\$ 20,110.00	\$ 20,110.00	Current period billing related to PWM well construction management services	PO02403
3	De Lay & Laredo	Measure J/Rule 19.8 3rd Party Operations Phase II	12/16/2019	\$ 87,000.00	\$ -		\$ -		PO02398
4	Weston Solutions, Inc.	UXO Support Services	6/15/2020	\$ 26,378.70	\$ -		\$ -		PO02371
5	Denise Duffy & Assoc. Inc.	CEQA addendum for ASR Parallel Pipeline	4/20/2020	\$ 28,567.00	\$ 8,526.00		\$ 8,526.00		PO02363
6	Lynx Technologies, Inc	Geographic Information Systems contractual services	6/15/2020	\$ 35,000.00	\$ 900.00	\$ 1,200.00	\$ 2,100.00	Current period billing for GIS services	PO02357
7	Regional Government Services	Human Resouces contractual services	6/15/2020	\$ 70,000.00	\$ 12,111.30		\$ 12,111.30		PO02356
8	DeVeera Inc.	BDR Datto Services Contract FY 2020/2021	9/16/2019	\$ 26,352.00	\$ 4,392.00	\$ 2,196.00	\$ 6,588.00	Current period billing for IT backup services	PO02349
9	DeVeera Inc.	IT Managed Services Contract for FY 2020/2021	6/15/2020	\$ 57,012.00	\$ 9,502.00	\$ 4,751.00	\$ 14,253.00	Current period billing for IT managed services	PO02348
10	The Ferguson Group LLC	2020-21 - Legislative and Administrative Services	6/15/2020	\$ 99,500.00	\$ 16,141.18	\$ 8,063.17	\$ 24,204.35	Current period retainer billing	PO02339
11	JEA & Associates	Contract for Legislative and Administrative Services - FY 20-21	6/15/2020	\$ 35,000.00	\$ 5,000.00	\$ 2,500.00	\$ 7,500.00	Current period retainer billing	PO02338
12	MBAS	ASR Water Quality	6/15/2020	\$ 40,000.00	\$ 9,472.50	\$ 1,418.75	\$ 10,891.25	Current period billing related to ASR water quality testing	PO02330
13	Pueblo Water Resources, Inc.	ASR Operations Support	6/15/2020	\$ 75,000.00	\$ 1,995.00		\$ 1,995.00		PO02320
14	De Lay & Laredo	Measure J/Rule 19.8 Appraisal/MAI Services	6/15/2020	\$ 120,000.00	\$ 63,066.00		\$ 63,066.00		PO02316
15	De Lay & Laredo	Measure J/Rule 19.8 Appraisal/Rate Study Phase II	12/16/2019	\$ 200,000.00	\$ 159,155.00	\$ 5,927.50	\$ 165,082.50	Current period billing for appraisal/rate related to phase 2 Measure J	PO02282
16	De Lay & Laredo	Measure J/Rule 19.8 Operations Plan - Phase II	12/16/2019	\$ 145,000.00	\$ 47,972.50		\$ 47,972.50		PO02281
17	De Lay & Laredo	Measure J/Rule 19.8 CEQA Services Consultant	12/16/2019	\$ 129,928.00	\$ 129,889.49		\$ 129,889.49		PO02273
18	Rutan & Tucker, LLP	Rule 19.8 Eminent Domain Legal Services - Phase II	12/16/2019	\$ 200,000.00	\$ 116,952.99	\$ 16,248.52	\$ 133,201.51	Current period billing for eminent domain work related to phase 2 Measure J	PO02236
19	Norton Rose Fulbright	Cal-Am Desal Structuring & Financing Order	4/20/2015	\$ 307,103.13	\$ 38,557.29		\$ 38,557.29		PO02197
20	Pueblo Water Resources, Inc.	ASR SMWTF Engineering Services During Construction	10/21/2019	\$ 148,100.00	\$ 125,500.86	\$ 1,579.50	\$ 127,080.36	Current period billing related to ASR engineering services	PO02163
21	Specialty Construction, Inc.	ASR SMWTF Construction	10/21/2019	\$ 4,649,400.00	\$ 3,493,476.75	\$ 532,652.44	\$ 4,026,129.19	Current period billing related to ASR construction management services	PO02162
22	Psomas	ASR Construction Management Services	8/19/2019	\$ 190,280.00	\$ 154,198.74	\$ 22,504.44	\$ 176,703.18	Current period billing related to ASR construction management services	PO02160
23	U.S. Bank Equipment Finance	Copier machine leasing - 60 months	7/15/2019	\$ 52,300.00	\$ 11,371.33	\$ 871.82	\$ 12,243.15	6/30/2024 Current period billing for photocopy machine lease	PO02108
24	Monterey One Water	Supplemental EIR Costs for PWM Expansion Project	3/18/2019	\$ 750,000.00	\$ -	\$ 731,336.70	\$ 731,336.70	Current period billing related to PWM Expansion EIR services	PO02095
25	Monterey One Water	Pre-Construction Costs for PWM Expansion Project	11/13/2017	\$ 360,000.00	\$ 312,617.94		\$ 312,617.94		PO02094
26	DUDEK	Consulting Services for Prop 1 grant proposal	4/15/2019	\$ 95,600.00	\$ 94,315.05		\$ 94,315.05		PO01986
27	Denise Duffy & Associates	Consulting Services IRWM plan update	12/17/2018	\$ 55,000.00	\$ 53,322.32		\$ 53,322.32		PO01985

EXHIBIT 9-A

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**Monterey Peninsula Water Management District
Status on District Open Contracts (over \$25K)
For The Period September 2020**

Contract	Description	Date Authorized	Contract Amount	Prior Period		Current Period Spending	Total		Expected Completion	Current Period Activity	P.O. Number
				Expended To Date			Expended To Date				
28	Tetra Tech, Inc.	Engineering services Sleepy Hollow Facility Upgrade	7/16/2018	\$ 30,000.00	\$ 19,449.28	\$ 2,041.38	\$ 21,490.66			Current period billing related to Sleepy Hollow design services	PO01880
29	Colantuono, Highsmith, & Whatley, PC	Legal Services for MCWD vs PUC Matter for FY 2018-2019	7/1/2018	\$ 60,000.00	\$ 54,628.80		\$ 54,628.80	6/30/2021			PO01874
30	Ecology Action of Santa Cruz	IRWM HEART Grant	4/16/2018	\$ 152,600.00	\$ 86,362.33		\$ 86,362.33				PO01824
31	Pueblo Water Resources, Inc.	ASR Backflush Basin Expansion, CM services	7/16/2018	\$ 96,034.00	\$ 68,919.39		\$ 68,919.39				PO01778
32	Rural Community Assistance Corporation	IRWM DAC Needs Assessment	4/16/2018	\$ 100,000.00	\$ 69,095.92		\$ 69,095.92				PO01777
33	Mercer-Fraser Company	Sleepy Hollow Intake upgrade project	7/16/2018	\$ 1,802,835.00	\$ 1,786,834.91		\$ 1,786,834.91				PO01726
34	Fort Ord Reuse Authority	ASR Backflush basin expansion project UXO support	7/16/2018	\$ 55,215.00	\$ 8,241.72		\$ 8,241.72				PO01686
35	Pueblo Water Resources, Inc.	ASR operations support	1/24/2018	\$ 70,000.00	\$ 68,652.56		\$ 68,652.56				PO01645
36	Pueblo Water Resources, Inc.	Seaside Groundwater Basin Geochemical Study	1/24/2018	\$ 68,679.00	\$ 36,795.25		\$ 36,795.25				PO01628
37	Big Sur Land Trust	Update of the IRWMP Plan	4/16/2018	\$ 34,000.00	\$ 12,305.67		\$ 12,305.67				PO01620
38	Pueblo Water Resources, Inc.	SSAP Water Quality Study	8/21/2017	\$ 94,437.70	\$ 44,318.11		\$ 44,318.11				PO01510
39	Normandeau Associates, Inc.	Assistance with IFIM Study	11/13/2017	\$ 35,000.00	\$ 24,180.00		\$ 24,180.00				PO01509
40	Accela Inc.	Acquisition of Water Demand Database System	11/13/2017	\$ 676,377.00	\$ 669,227.81		\$ 669,227.81	6/30/2021			PO01471
41	Balance Hydrologics, Inc	Design Work for San Carlos Restoration Project	6/19/2017	\$ 51,360.00	\$ 50,894.32		\$ 50,894.32				PO01321
42	AECOM Technical Services, Inc.	Los Padres Dam Alternatives Study	1/25/2017	\$ 700,700.00	\$ 505,766.50		\$ 505,766.50				PO01268
43	Denise Duffy & Assoc. Inc.	MMRP Services for Monterey Pipeline	1/25/2017	\$ 80,000.00	\$ 73,144.06		\$ 73,144.06				PO01202
44	Goodin,MacBride,Squeri,Day,Lamprey	User Fee PUC Proceedings Legal Fee	7/1/2016	\$ 50,000.00	\$ 33,411.85		\$ 33,411.85	6/30/2021			PO01100
45	Whitson Engineers	Carmel River Thawleg Survey	9/19/2018	\$ 52,727.43	\$ 49,715.00		\$ 49,715.00				PO01076
46	HDR Engineering, Inc.	Los Padres Dam Fish Passage Study	4/18/2016	\$ 310,000.00	\$ 309,751.71		\$ 309,751.71				PO01072
47	Michael Hutnak	GS Flow Modeling for Water Resouces Planning	8/19/2013	\$ 71,800.00	\$ 65,880.00		\$ 65,880.00				PO00123
48	Justin Huntington	GS Flow Modeling for Water Resouces Planning	8/19/2013	\$ 59,480.00	\$ 53,918.98		\$ 53,918.98				PO00122

ADMINISTRATIVE COMMITTEE

10. STATUS REPORT ON MEASURE J/RULE 19.8 PHASE II SPENDING

Meeting Date: December 8, 2020 **Budgeted:** N/A

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

Prepared By: Suresh Prasad **Cost Estimate:** N/A

General Counsel Review: N/A

Committee Recommendation: The Administrative Committee reviewed this item on December 8, 2020.

CEQA Compliance: This action does not constitute a project as defined by the California Environmental Quality Act Guidelines Section 15378.

SUMMARY: Attached for review is **Exhibit 10-A**, monthly status report on Measure J/Rule 19.8 Phase II spending for the period September 2020. This status report is provided for information only, no action is required.

EXHIBIT

10-A Status on Measure J/Rule 19.8 Phase II Spending

**Monterey Peninsula Water Management District
Status on Measure J/Rule 19.8 Spending Phase II
For the Period September 2020**

	Contract	Date Authorized	Contract/Approved Amount	Prior Period Spending	Current Period Spending	Total Expended To Date	Spending Remaining	Project No.
1	Eminent Domain Legal Counsel	12/16/2019	\$ 225,000.00	\$ 116,952.99	\$ 16,248.52	\$ 133,201.51	\$ 91,798.49	PA00005-01
2	CEQA Work	12/16/2019	\$ 129,928.00	\$ 129,889.49	\$ -	\$ 129,889.49	\$ 38.51	PA00005-02
3	Appraisal Services	12/16/2019	\$ 200,000.00	\$ 159,155.00	\$ 5,927.50	\$ 165,082.50	\$ 34,917.50	PA00005-03
4	Operations Plan	12/16/2019	\$ 145,000.00	\$ 47,972.50	\$ -	\$ 47,972.50	\$ 97,027.50	PA00005-04
5	District Legal Counsel	12/16/2019	\$ 40,000.00	\$ 55,063.52	\$ 7,598.99	\$ 62,662.51	\$ (22,662.51)	PA00005-05
6	MAI Appraiser	12/16/2019	\$ 120,000.00	\$ 63,066.00	\$ -	\$ 63,066.00	\$ 56,934.00	PA00005-06
7	Jacobs Engineering	12/16/2019	\$ 87,000.00	\$ 51,686.78	\$ -	\$ 51,686.78	\$ 35,313.22	PA00005-07
6	Contingency/Miscellaneous/Uncommitted	12/16/2019	\$ 294,072.00	\$ 1,090.40	\$ -	\$ 1,090.40	\$ 292,981.60	PA00005-20
	Total		\$ 1,241,000.00	\$ 624,876.68	\$ 29,775.01	\$ 654,651.69	\$ 586,348.31	

This meeting has been noticed according to the Brown Act rules. The Board of Directors meets regularly on the third Monday of each month, except in January and February. The meetings begin at 6:00 PM.



DRAFT AGENDA (Current 12/4/20)
Regular Meeting
Board of Directors
Monterey Peninsula Water Management District

Monday, December 14, 2020, 6:00 PM, Virtual Meeting

Pursuant to Governor Newsom's Executive Orders N-29-20 and N-33-20, and to do all we can to help slow the spread of COVID-19 (coronavirus), meetings of the Monterey Peninsula Water Management District Board of Directors and committees will be conducted with virtual (electronic) participation only using WebEx.

Join the meeting at this link:

Or join at mpwmd.webex.com.

Event number:

Meeting password:

Participate by phone: 1-877-668-4493

For detailed instructions on how to connect to the meeting, please see page 5 of this agenda.

You may also view the live webcast on AMP <https://accessmediaproductions.org/>
 scroll down to the bottom of the page and select the Peninsula Channel

Staff notes will be available on the District web site at
<http://www.mpwmd.net/who-we-are/board-of-directors/bod-meeting-agendas-calendar/>
 by 5 PM on Thursday, December 11, 2020

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

ADMINISTER OATH OF OFFICE TO MOLLY EVANS, DIRECTOR DIVISION 3; KAREN PAULL, DIRECTOR DIVISION 4; AND AMY ANDERSON, DIRECTOR DIVISION 5

Board of Directors

Alvin Edwards, Chair – Division 1
 George Riley – Division 2
 Molly Evans – Division 3
 Karen Paull – Division 4
 Amy Anderson – Division 5
 Mary Adams, Monterey County Board of
 Supervisors Representative
 David Potter – Mayoral Representative

General Manager

David J. Stoldt

This agenda was posted at the District office at 5 Harris Court, Bldg. G Monterey on Thursday, _____. Staff reports regarding these agenda items will be available for public review on _____ 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 www.mpwmd.net/who-we-are/board-of-directors/bod-meeting-agendas-calendar/. Documents distributed at the meeting will be made available in the same manner. The next meeting of the Board is set for January 21, 2021 at 6 pm.

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.

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. Unless noted with double asterisks "***", Consent Calendar items do not constitute a project as defined by CEQA Guidelines section 15378.

1. Consider Adoption of Minutes of the November 16, 2020 Regular Meeting of the Board of Directors
2. Adopt Board Meeting Schedule for 2021
3. Consider Approval of Amendment 4 to the Cost Sharing Agreement with Monterey One Water for the Pure Water Monterey Project Expansion
4. Consider Authorizing the General Manager to Enter into a Contract for Grant Administration Services with Dudek
5. Consider Adoption of Treasurer's Report for September 2020
6. Receive and File First Quarter Financial Activity Report for Fiscal Year 2020-2021
7. Consider Approval of First Quarter Fiscal Year 2020-2021 Investment Report

PRESENTATION TO OUTGOING DIRECTOR MOLLY EVANS, DIVISION 3

GENERAL MANAGER'S REPORT

8. Status Report on California American Water Compliance with State Water Resources Control Board Order 2016-0016 and Seaside Groundwater Basin Adjudication Decision
9. Report on Legislative Outreach for Calendar Year 2020

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

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

PUBLIC HEARINGS – Public comment will be received. Please limit your comment to three (3) minutes per item

11. Consider Adoption of Resolution No. 2020-19 Modifying Rule 160 – Regulatory Water Production Targets for California American Water System
Action:
12. Consider Adoption of January through March 2021 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 January through March 2021. The strategy sets monthly goals for surface and groundwater production from various sources within the California American Water systems.

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

13. Receive Fiscal Year 2019-2020 Comprehensive Annual Financial Report
Action: The Board will review and consider acceptance of the Audit Report for Fiscal Year 2019-2020.

14. Consider Response to State Water Resources Control Board regarding Reduction in Effective Diversion Limit under the Cease and Desist Order
Action:
15. Consider Development of Board Position on California American Water Application to the California Coastal Commission for a Coastal Development Permit – Monterey Peninsula Water Supply Project
Action:
16. Consider Funding Rebates in the California American Water System between January 1, 2020 and the Availability of Funding from the California-American Water General Rate Case
Action:
17. Consider Adoption of Resolution 2020-18 Authorizing an Exception to the CALPERS 180-Day Wait Period for Hiring
Action:
18. Consider Calling for Applications and Discuss Process to Fill the Position of Director Division 3
Action:
19. Conduct Election of Board Officers for 2021
Action: The Board will conduct an election for the positions of Board Chair, Vice Chair, Secretary and Treasurer.

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.

20. Report on Activity/Progress on Contracts Over \$25,000
21. Status Report on /Rule 19.8 Phase II Spending
22. Letter Sent to California Coastal Commission
23. Letters Received
24. Committee Reports
25. Monthly Allocation Report
26. Water Conservation Program Report
27. Carmel River Fishery Report
28. Monthly Water Supply and California American Water Production Report

ADJOURN TO CLOSED SESSION - *As permitted by Government Code Section 54956 et seq., the Board may adjourn to closed or executive session to consider specific matters dealing with pending or threatened litigation, certain personnel matters, or certain property acquisition matters.*

29. Cal-Am v. MPWMD; Monterey Superior Court Case No. 20CV003201

ADJOURNMENT

Board Meeting Schedule			
Monday, January 25, 2021	Tentative - Special Board Meeting	6:00 pm	Virtual - WebEx
Thursday, January 28, 2021	Regular Board Meeting	6:00 pm	Virtual - WebEx
Thursday, February 25, 2021	Regular Board Meeting	6:00 pm	Virtual - WebEx
Monday, March 15, 2020	Regular Board Meeting	6:00 pm	Virtual - WebEx

Board Meeting Television and On-Line Broadcast Schedule View Live Webcast at https://accessmediaproductions.org/ scroll to the bottom of the page and select the Peninsula Channel	
Television Broadcast	Viewing Area
Comcast Ch. 25 (Monterey Channel), Mondays view live broadcast on meeting dates, and replays on Mondays, 7 pm through midnight	City of Monterey
Comcast Ch. 28, Mondays, replays only 7 pm	Throughout the Monterey County Government Television viewing area.
For Xfinity subscribers, go to https://www.xfinity.com/support/local-channel-lineup/ or https://www.xfinity.com/stream/listings - enter your address for the listings and channels specific to your city.	Pacific Grove, Pebble Beach, Sand City, Seaside, Monterey
Internet Broadcast	
Replays – Mondays, 4 pm to midnight at https://accessmediaproductions.org/ scroll to Peninsula Channel	
Replays – Mondays, 7 pm and Saturdays, 9 am www.mgtvonline.com	
YouTube – available five days following meeting date - https://www.youtube.com/channel/UCg-2VgzLBmgV8AaSK67BBRg	

See next page of agenda for instructions on connecting to WebEx meeting

Instructions for Connecting to the WebEx Meeting

Note: If you have not used WebEx previously, when you begin connecting to the meeting you may be asked to download the app. If you do not have a computer, you can participate by phone.

Begin: Within 10 minutes of the meeting start time from your computer click on this link

or past the link into your browser or go to: mpwmd.webex.com.

Under “Join a Meeting” enter the event number _____, hit the enter key and when prompted enter the meeting password _____, click “Next” and see the dropdown menu at the bottom of the screen “Use computer for audio” and select the method you will use to hear the meeting – see below.

1) Audio and video connection from computer with WebEx app – view participants/materials on your screen

Click on the “Use computer for audio” drop down list

Click “Join Meeting”

Once in the meeting, mute your microphone.

Turn your microphone on when it is your turn to speak.

2) View material on your computer screen and listen to audio on your phone

From the “Use computer for Audio” drop down list select “Call In”

Click on “Join Meeting” / You will see a toll-free telephone number, access code, and attendee ID # -- enter these numbers on your phone.

Mute the microphone on your computer.

Disable computer speakers using the Settings menu.

3) Join by phone only (no computer) dial 1-877-668-4493 and use the meeting number above.

Presenting Public Comment

Receipt of Public Comment – the Chair will ask for comments from the public on all items. Limit your comment to 3 minutes but the Chair could decide to set the time for 2 minutes.

(a) Computer Audio Connection: Select the “raised hand” icon. When you are called on to speak, please identify yourself.

(b) Phone audio connection **with** computer to view meeting: Select the “raised hand” icon. When you are called on to speak, please identify yourself.

(c) Phone audio connection only: Press *3. Wait for the clerk to unmute your phone and then identify yourself and provide your comment. Press *3 to end the call.

Submit Written Comments

If you are unable to participate via telephone or computer to present oral comments, you may also submit your comments by e-mailing them to comments@mpwmd.net with one of the following subject lines "PUBLIC COMMENT ITEM #" (insert the item number relevant to your comment) or "PUBLIC COMMENT – ORAL COMMUNICATIONS". Comments must be received by 12:00 p.m. on Monday, December 14, 2020. Comments submitted by noon will be provided to the Board of Directors and compiled as part of the record of the meeting.

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