



This meeting has been noticed according to the Brown Act rules. This agenda was posted on Thursday, July 7, 2016.

Administrative Committee

Members:

Andrew Clarke
Brenda Lewis
David Pendergrass, Chair

Alternate:

Molly Evans

Staff Contact:

Suresh Prasad

AGENDA
Administrative Committee
of the Monterey Peninsula Water Management District

Monday, July 11, 2016 3:30 pm

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

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

Call to Order

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

Items on Board Agenda for July 18 , 2016

1. Consider Adoption of Minutes of June 13, 2016 Committee Meeting
2. Consider Adoption of Resolution 2016-13 Update to Rule 24, Table 3, Capacity Fee History
3. Authorize Expenditure for Software Maintenance Agreements
4. Consider Expenditure for FY 2016-17 Aquifer Storage and Recovery Planning and Operations
5. Consider Expenditure to Amend Contract with Pueblo Water Resources to Provide Hydrogeologic Review for Water Distribution System Permits
6. Consider Approval of Change from Senior Water Resources Engineer to Water Resources Engineer on the District's Organization Chart
7. Consider Reclassification of Two Conservation Representative I/II Positions and Related Change to the District's Organization Chart
8. Consider Contract for District Public Outreach and Communications Services with Thomas Brand Consulting for Fiscal Year 2016-2017
9. Consider Contract for Pure Water Monterey Project Management, Public Outreach and Communication Services with Thomas Brand Consulting for Fiscal Year 2016-2017
10. Semi-Annual Financial Report on the CAWD/PBCSD Wastewater Reclamation Project
11. Consider Adoption of Treasurer's Report for May 2016

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

Other Business

12. Review Draft July 18, 2016 Board Meeting Agenda

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. Please submit a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service by 5 PM on July 8, 2016. Requests should be sent to the Board Secretary, MPWMD, P.O. Box 85, Monterey, CA, 93942. You may also fax your request to the Administrative Services Division at 831-644-9560, or call 831-658-5600.

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

ADMINISTRATIVE COMMITTEE

1. ADOPT MINUTES OF JUNE 13, 2016 COMMITTEE MEETING

Meeting Date: July 11, 2016

From: David J. Stoldt,
General Manager

Prepared By: Sara Reyes

SUMMARY: Draft minutes of the June 13, 2016 Administrative Committee meeting are attached as **Exhibit 1-A**.

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

EXHIBIT

1-A Draft Minutes of June 13, 2016 Committee Meeting

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EXHIBIT 1-A

**DRAFT MINUTES
Monterey Peninsula Water Management District
Administrative Committee
*June 13, 2016***

Call to Order

The meeting was called to order at 8:30 AM in the District Conference Room.

Committee members present: Andrew Clarke
 Molly Evans
 David Pendergrass

Staff present: David Stoldt, General Manager
 Suresh Prasad, Administrative Services Manager/Chief Financial Officer
 Stephanie Locke, Water Demand Manager
 Sara Reyes, Office Services Supervisor

Oral Communications

None

1. **Approve Minutes of May 9, 2016 Committee Meeting**

On a motion by Clarke and second by Evans, the minutes of the May 9, 2016 meeting were approved on a vote of 3 to 0.

Items on Board Agenda for June 20, 2016

2. **Consider Expenditure for Temporary Agency Employee to Assist with Data Migration in the Water Demand Division During FY 2016-2017**

On a motion by Clarke and second by Evans, the committee voted 3 to 0 to recommend the Board authorize the expenditure of funds for a local staffing agency to provide an individual to perform data migration duties in the Water Demand Division for 1,980 hours from July 1, 2016 through June 30, 2017.

3. **Consider Expenditure to Contract for Limited-Term Field Positions During FY 2016-2017**

On a motion by Evans and second by Clarke, the committee voted 3 to 0 to recommend the Board authorize the expenditure of funds to hire several limited-term Water Resources Assistants for up to a total of 2,872 hours of work, several Fisheries Aides for up to 1,705 hours, and one on-call Fish Crew Leader for up to 130 hours, from July 1, 2016 through June 30, 2017.

- 4. Consider Expenditure to Contract for a Limited-Term Project Manager in the Planning and Engineering Division During FY 2016-2017**
On a motion by Clarke and second by Evans, the committee voted 3 to 0 to recommend the Board authorize the expenditure of funds to hire a limited-term Project Manager for up to 644 hours of work from July 1, 2016 through June 30, 2017.
- 5. Consider Renewal of Standard License Agreement with Corelogic Information Solutions, Inc.**
On a motion by Evans and second by Clarke, the committee voted 3 to 0 to recommend the Board authorize staff to expend up to \$13,500 for the standard license agreement and deposit.
- 6. Consider Continuance of Contract with Zone 24X7 for Water Demand Database Improvements and Maintenance**
On a motion by Evans and second by Clarke, the committee voted 3 to 0 to recommend the Board authorize expenditure of budgeted funds in an amount not-to-exceed \$60,000 for programming changes to the WDD-DBS to accommodate functionality improvements and database support/maintenance.
- 7. Consider Adoption of Resolution 2016-11 Establishing Article XII (B) Fiscal Year 2016-2017 Appropriations Limit**
On a motion by Clarke and second by Evans, the committee voted 3 to 0 to recommend the Board adopt Resolution 2016-11.
- 8. Consider Adoption of Treasurer’s Report for April 2016**
On a motion by Evans and second by Clarke, the committee voted 3 to 0 to recommend the Board adopt the April 2016 Treasurer’s Report and financial statements, and ratification of the disbursements made during the month.

Other Business

- 9. Review Draft June 20, 2016 Board Meeting Agenda**
The committee reviewed the draft agenda and made no changes.

Adjournment

The meeting was adjourned at 9:23 AM.

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EXHIBIT 2-A

RESOLUTION NO. 2016-13

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
UPDATE RULE 24, TABLE 3: CAPACITY FEE HISTORY**

WHEREAS, Capacity Fee charges of the Monterey Peninsula Water Management District (MPWMD) are set forth in the MPWMD Rules and Regulations; and

WHEREAS, Rule 24 (C) of the District stipulates that the Capacity Fee History Table shall be updated annually by Resolution of the Board to reflect the current year's Capacity Fee;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of Monterey Peninsula Water Management District hereby shall update the Capacity Fee Table as set forth in **Attachment 1** to this Resolution; and that these changes shall become effective immediately.

On motion of Director _____, and second by Director _____, the foregoing resolution is duly adopted this 18th day of July, 2016, by the following votes:

AYES:

NAYES:

ABSENT:

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 18th day of July 2016.

Witness my hand and seal of the Board of Directors, this ____ day of July, 2016.

David J. Stoldt, Secretary to the Board

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EXHIBIT 2-B**TABLE 3: CAPACITY FEE HISTORY**

YEAR	CAPACITY FEE
1985	\$10,623.20
1985-86	\$11,133.00
1986-87	\$11,433.59
1987-88	\$11,890.93
1988-89	\$12,295.22
1989-90	\$12,983.75
1990-91	\$13,529.07
1991-92	\$14,056.70
1992-93	\$14,661.00
1993-94	\$15,202.00
1994-95	\$15,325.00
1995-96	\$15,692.00
1996-97	\$15,960.00
1997-98	\$16,551.00
1998-99	\$17,048.00
1999-00	\$17,832.00
2000-01	\$18,492.00
2001-02	\$19,565.00
2002-03	\$19,976.00
2003-04	\$20,415.00
2004-05	\$20,517.00
2005-06	\$20,948.00
2006-07	\$21,618.00
2007-08	\$22,331.00
2008-09	\$22,979.00
2009-10	\$23,163.00
2010-11	\$23,567.00
2011-12	\$24,227.00
2012-13	\$24,735.00
2013-14	\$25,328.00
2014-15	\$26,037.00
2015-16	\$26,661.00
2016-2017	\$27,380.00

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examination of geographic data, management, and dissemination of these data throughout the District. The effectiveness of the GIS to better serve the MPWMD staff and the public is dependent on the ability of staff to analyze geospatial data.

The IT and Accounting programs require various software applications to allow staff to complete their day-to-day duties and tasks as well as provide real-time financial information of the District..

These software platforms serve many purposes for MPWMD data analysis needs that include: map production, spatial analysis in support of engineering, water resource management, fisheries, conservation, and rationing analysis. In addition, it is a vital system for the District's ongoing surface and subsurface water modeling efforts. The effectiveness of District tasks to better serve the MPWMD staff and the public will be largely achieved through data management and analysis functions which are provided by the software.

EXHIBITS

None

ADMINISTRATIVE COMMITTEE

4. CONSIDER EXPENDITURE FOR FY 2016-17 AQUIFER STORAGE AND RECOVERY PLANNING AND OPERATIONS

Meeting Date:	July 11, 2016	Budgeted:	Yes
From:	David J. Stoldt, General Manager	Program/ Line Item No.:	1-2-1 A & B
Prepared By:	Joe Oliver & Jon Lear	Cost Estimate:	Operations \$184,748 (reimbursable) Engineering \$300,729 (not reimbursable)

General Counsel Review: N/A

Committee Recommendation: The Administrative Committee reviewed this item on July 11, 2016 and recommended _____.

CEQA Compliance: N/A

SUMMARY: Ongoing work associated with the Monterey Peninsula Aquifer Storage and Recovery (ASR) Project is planned for Fiscal Year (FY) 2016-17. To facilitate this planned work, the Monterey Peninsula Water Management District (MPWMD or District) has requested proposals from the firm that has been providing assistance on the ASR project, Pueblo Water Resources (Pueblo). The first proposal is for Operations Support (**Exhibit 4-A**); the second proposal is for Engineering Support (**Exhibit 4-B**). These are separate proposals as the costs associated with Operations Support are subject to reimbursement under MPWMD's management and operations agreement with California American Water (CAW) for the ASR project, while costs associated with Engineering Support relate to planned facility improvements at the MPWMD ASR site and are not subject to reimbursement under this agreement. The Pueblo proposals describe the tasks necessary to accomplish this work in greater detail; key elements of each proposal are briefly described below.

Operations Support -- Operations support to MPWMD staff is proposed for preparation of required operations reporting, provision of technical assistance during the upcoming Water Year 2017 ASR season, implementation of scheduled well rehabilitation at the ASR-3 well, and completion of baseline injection testing at the ASR-4 well.

Engineering Support -- Engineering support to MPWMD staff is proposed for site expansion design/engineering, ASR well soundproof enclosure and turbidimeter designs, and backup well design/specifications. The District has been working to acquire the necessary approvals for a modest expansion of the Phase 1 Aquifer Storage and Recovery (ASR) site on General Jim Moore Boulevard in Seaside (a.k.a. Santa Margarita ASR site, Water Project 1). This site expansion is needed in order to accommodate the space for underground utility pipelines to the on-site facility building, to allow an increase in the size of the backflush basin, and to facilitate re-orientation of the driveway pattern at the reconfigured site for delivery vehicle access. The proposed site expansion from the existing 1.09 acres to 1.91 acres is shown in **Exhibit 4-C**.

RECOMMENDATION: District staff recommends authorization to amend the existing contract with PWR for technical services for: (A) Operations Support as described in **Exhibit 4-A**, for a not-to-exceed amount of \$184,748, and (B) Engineering Support as described in **Exhibit 4-B** for a not-to-exceed amount of \$300,729. If approved, staff will process contract amendments for these amounts in order to continue work on the ASR project without delay. The requested funding authorization includes a 10% contingency which would only be utilized based on written request and authorization by the District.

IMPACT ON STAFF/RESOURCES: Planning, design, construction and operation of the Phase 1 (Santa Margarita) and Phase 2 (Seaside Middle School) ASR project facilities are ongoing significant staff commitments, as reflected in the District's Strategic Plan. Funds for this work are included in the MPWMD FY 2016-17 budget under Line Items 1-2-1 A. 1 to 2, and B. 1 to 2 (adopted June 20, 2016). District staff will continue to coordinate with CAW on all work elements applicable for direct reimbursement.

BACKGROUND: When the Phase 1 ASR site was originally conceived in the 2001-2006 period, it was intended as a stand-alone project facility. Since then, the project designs have been modified in order to accommodate the added capacity needs of other existing and proposed ASR sites in the Seaside Basin. Specifically, expanded water treatment and well backflushing facilities are planned for the capacity needs of these other ASR sites, and this has necessitated an expansion of the site footprint. To enable full functioning of the site, the existing facility building must be connected to new underground raw and finished (i.e., treated) water delivery pipelines which currently have their terminal connection points outside the existing easement area adjacent to General Jim Moore Boulevard. Accordingly, over the last several years the District has been working with the Fort Ord Reuse Authority (FORA), which is the responsible agency for unexploded ordnance cleanup and property transfer of former Fort Ord lands, and the City of Seaside, which is slated to ultimately receive properties in this area of former Fort Ord, to acquire the additional strip of land needed to accommodate the pipeline placement and expanded backflush basin area. Assuming the expansion area will soon be authorized, the District plans to complete the design and construction of this infrastructure.

The proposed work described in this item represents a continuation of past efforts on the Phase 1 and 2 ASR facilities, with technical assistance from Pueblo. Given the current knowledge base and capabilities of the Pueblo staff, District staff believes that it is most prudent and efficient to extend the existing contract with Pueblo, to avoid delays and potential for duplicative work on the project. Pueblo is prepared and able to initiate this work in accordance with the current requested schedule, and has successfully accommodated other past short-notice schedule changes on both the Phase 1 and 2 ASR project work elements. By retaining Pueblo for this work, there is greater assurance that the District's and CAW's ASR project plans will be well coordinated and cost effective.

EXHIBITS

- 4-A** Monterey Peninsula ASR Project, Proposal for FY 2016-17 Operational Support Services
- 4-B** Monterey Peninsula ASR Project, Proposal for FY 2016-17 Engineering Services
- 4-C** Proposed Expansion, Santa Margarita Well Site plan map



July 6, 2016
Project No. 12-0046

Monterey Peninsula Water Management District
5 Harris Court, Building G
Monterey, California 93940

Attention: Mr. Joe Oliver, Water Resources Manager
Mr. Jon Lear, Senior Hydrogeologist

Subject: Monterey Peninsula ASR Project; Proposal for Fiscal Year 2016-2017 Operational Support Services

Dear Mr. Oliver and Mr. Lear:

In accordance with your request, Pueblo Water Resources, Inc. (PWR) is pleased to submit this proposal for the provision of operational support services for the Monterey Peninsula ASR Project. Presented in this proposal is a detailed scope of work, estimated costs, and schedule to provide ASR operational support tasks during Fiscal Year 2016-2017 (FY 2016-2017).

PURPOSE AND SCOPE

The purpose of the proposed work is to provide needed operational and maintenance services related to the Monterey Peninsula ASR Project during FY 2016-2017. It is noted that PWR currently has two previously authorized Contract Amendments (CAs), which include various ASR operations-related tasks that have not been completed for various reasons¹, but are planned to be completed in FY 2016-2017. The tasks presented in this proposal are intended to supplement the existing CAs only as necessary to complete the work planned and budgeted by the District for FY 2016-2017, and include the following.

- Preparation of WY 2016 Summary of Operations Report
- Provision of WY 2017 as-needed / as-requested ASR system operational support
- Implementation of ASR-3 well rehabilitation
- Implementation of ASR-4 baseline injection testing
- Project management and meetings

¹ The primary reasons the previous CAs have not been completed include the relatively dry hydrologic conditions since WY 2012 and the corresponding limited injections seasons, as well as reallocations of existing operations task budgets to needed supplemental water-quality investigations.



Scope of Services

Task 1 – Water Year 2016 Summary of Operations Report

This task consists of preparing a Summary of Operations Report (SOR) documenting the recharge operations and analysis of well performance, water-quality and water-level data collected during WY 2016. The annual preparation and submittal of SORs is a requirement of the Central Coast RWQCB for the ASR Project, and the overall scope, content, and format of the WY 2016 SOR will be similar to previous annual SORs prepared by PWR. Conclusions and recommendations will also be made regarding the ongoing operation and maintenance of the ASR wells.

Task 2 – Water Year 2017 Operational Support

This task consists of providing operational support for the ASR Project during WY 2017. This includes providing assistance with the startup of WY 2017 ASR recharge season and the provision of field assistance on an as-needed/requested basis to address critical project needs as they arise. This task also includes providing routine monitoring and evaluation of ASR system performance. It is assumed that District staff will provide PWR with ASR operational, water-level and water-quality data collected during WY 2017 on a routine basis (approximate monthly basis) to facilitate our evaluations. PWR will process and evaluate the data on an ongoing basis and provide routine operational recommendations during the course of WY 2017 operations.

Task 3 – ASR-3 Well Rehabilitation

This task will involve the coordination and oversight of the downhole rehabilitation of the ASR-3 well located at the Seaside Middle School (SMS) ASR Facility. PWR will develop a project work plan, which will include identification of materials and methods to be utilized, logistical constraints, and schedule considerations. Technical specifications for the rehabilitation of the well will then be prepared. The technical specifications are intended to provide adequate detail for bidding by competent, licensed (C-57) well contractors. The specifications will include the following minimum items:

- Minimum Contractor Qualifications
- Contractor Equipment Requirements
- Traffic Control Requirements
- Materials Requirements
- Rehabilitation Technical Procedures
- NPDES Discharge Requirements and Limitations
- Site Restoration

Prior to contractor mobilization, PWR will coordinate a pre-construction meeting to introduce involved parties, establish chain-of-command and communications protocols, review



the key work elements and safety procedures, and develop a schedule of the work to be performed. During the rehabilitation of the well, PWR will oversee and document contractor activities to ensure adherence to the project specifications. We will document materials and quantities of well rehabilitation chemicals, field water quality parameters, and production rates during airlifting and pumping. PWR will also monitor and document the handling and discharge of fluids produced from the well during rehabilitation. Following well rehabilitation and replacement of the permanent pump assembly, PWR will perform performance tests through which the success of the rehabilitation work can be evaluated. Upon completion, a brief technical memorandum will be prepared to summarize the well rehabilitation work.

While the work plan and associated costs have not been completed as of this writing, for budgetary purposes, we have allocated \$85,000 for direct contractor costs (\$97,750 including PWR markup). This budgetary estimate is based on the costs for performing similar rehabilitations of ASR-1 and ASR-2, as well as our more recent experience with other similar projects. For purposes of this proposal, it is assumed the PWR will retain the contractor on behalf of the District; however, as the work planning advances, although not required it may be determined to be in the District's best interest to retain the contractor via public procurement process, in which case this budget amount would then be reallocated from PWR to the District.

Task 4 – ASR-4 Baseline Injection Testing

This task consists of performing baseline injection testing of ASR-4 during WY 2017. The primary purpose of the testing is to establish the baseline injection well hydraulics and performance of the new well. Primary issues to be investigated include:

- Determination of injection well efficiency and specific capacity;
- Evaluation of injection well plugging rates (both active and residual);
- Determination of optimal rates, frequency, and duration of backflushing in order to maintain long-term injection capacity, and;
- Determination of long-term sustainable injection rates.

The baseline testing program is planned to include the following steps:

1. 8-hr variable rate injection testing (combined with downhole velocity surveys);
2. 24-hr constant rate injection test;
3. 7-day constant rate injection test;
4. Backflushing between each injection test, and;
5. Post-injection production performance testing.

At the conclusion of the baseline testing program, recommendations for the long-term injection operations during the remainder of the WY 2017 recharge season will be provided.



Task 5 – Project Management and Meetings

PWR will review existing conditions at the site and meet with District staff to discuss FY 2016-2017 program goals and scheduling for the ASR Project. In addition, it is anticipated that on-going “ASR Coordination” meetings between the District and CAW will be required during the FY 2016-2017 period. Consistent with past practice, it is assumed that meetings will be held on an approximate bi-monthly basis and will be attended by a PWR Principal Engineer and/or Hydrogeologist, depending on meeting agenda and project needs at the time. To the extent feasible, PWR attendance at meetings will be coordinated with other project tasks to minimize project costs.

Services Not Included

Services which are (or may be) necessary for the completion of this project, which are not included in our proposal include the following:

- Water-level transducer / datalogger programming and monitoring (assumed District provided);
- Water-quality sampling and analyses (assumed District and/or CAW provided);
- Construction of site facilities (except as noted);
- Permit fees;
- Cost of water, electricity, or other utilities;
- Any others items not specifically included in PWR’s scope of services.

Estimated Fees and Schedule

Based on the scope of services presented herein, we estimate the fees for our services will be approximately \$167,953, which will be billed on a time-plus-expenses basis in accordance with our current Fee Schedule (attached). An estimated fee summary worksheet is attached summarizing the estimated man-hours and costs per task/work item. A 10 percent contingency has been noted in the attached budget summary (total with contingency is \$184,748) in the event that unforeseen project complications or constraints arise. We recommend the contingency be held for authorization by District staff upon written justification by PWR.

We understand that in order to authorize this work, your Board must first approve a formal contract amendment. Based on our current workload, we believe that we can commence work within two weeks of your authorization and that the work will be completed by the end of the fiscal year (June 30, 2017).

Monterey Peninsula Water Management District
Monterey Peninsula ASR Project - FY 2016-2017 Operational Support
July 6, 2016 (12-0046)



We appreciate the opportunity to provide ongoing assistance to the District on this important community water-supply project. If you require additional information regarding this or other matters, please contact me.

Sincerely,

PUEBLO WATER RESOURCES, INC.

Robert C. Marks, P.G., C.Hg
Principal Hydrogeologist

RCM

Attachments: Cost Estimation Spreadsheet
2016 Fee Schedule

MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
Professional Services for Monterey Peninsula ASR Project - Operational Support

Fiscal Year 2016-2017
 PWR Project No.: 12-0046



ESTIMATED FEE SUMMARY

LABOR		Principal Professional	Senior Professional	Drafting	WP	Hours by Task	Estimated Task Cost	
Hourly Fee		\$195	\$180	\$110	\$90			
Task No.	Task Description							
1	WY 2016 SOR	30	50	2	2	84	\$15,250	
2	WY 2017 Operational Support	20	30	-	-	50	\$9,300	
3	ASR-3 Rehabilitation	50	75	2	2	129	\$23,650	
4	ASR-4 Baseline Injection Testing	20	40	-	-	60	\$11,100	
5	PM and Meetings	25	-	-	-	25	\$4,875	
		-	-	-	-			
		-	-	-	-			
		-	-	-	-			
		-	-	-	-			
		-	-	-	-			
		-	-	-	-			
Hours by Labor Category:		145	195	4	4			
Costs by Labor Category:		\$28,275	\$35,100	\$440	\$360			
						Total Labor Hours:	348	
						Total Labor Costs:	\$64,175	

OTHER DIRECT COSTS (ODC's)					
Task No.	Item	Units	Unit Price	No. of Units	Fee
	Vehicle	Daily	\$75	25	\$1,875
	Travel Per Diem	Daily	\$150	25	\$3,750
					\$0
					\$0
					\$0
Subtotal ODCs:					\$5,625

OUTSIDE SERVICES					
Task No.	Item	Units	Unit Price	No. of Units	Fee
1	SOR Reproduction	Lump Sum	\$350	1	\$350
3	Well Rehabilitation Contractor	Lump Sum	\$85,000	1	\$85,000
					\$0
					\$0
					\$0
Subtotal Outside Services:					\$85,350
Subtotal Outside Services w/ Markup (15%):					\$98,153

COST SUMMARY	
Labor	\$64,175
Other Direct Costs	\$5,625
Outside Services	\$98,153
Subtotal:	\$167,953
10 % Contingency	\$16,795
TOTAL ESTIMATED PROJECT COST:	\$184,748



PUEBLO WATER RESOURCES, INC
2016 FEE SCHEDULE

Professional Services

Table listing professional services: Principal Professional (\$195/hr), Senior Professional (\$180/hr), Project Professional (\$165/hr), Staff Professional (\$135/hr), Technician (\$125/hr), Illustrator (\$110/hr), Word Processing (\$90/hr).

Other Direct Charges

Table listing other direct charges: Subcontracted Services (Cost Plus 15%), Outside Reproduction (Cost Plus 15%), Travel Expenses (Cost Plus 15%), Per Diem* (\$150/day), Vehicle (\$75/day).

Equipment Charges

Table listing equipment charges: Drilling Fluid Test Kit (\$100/day, \$400/week), Field Water Quality Meter (Hach DR890) (\$75/day, \$275/week), Orion ORP/pH/Temp Probe (\$75/day, \$275/week), Water Level Probes (In-Situ Mini-Troll/Level Troll) (\$100/day, \$300/week), Fuji Ultrasonic Flowmeter (\$200/day, \$750/week).

*Regionally and seasonally specific to project.

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July 6, 2016
Project No. 12-0045

Monterey Peninsula Water Management District
5 Harris Court, Building G
Monterey, California 93940

Attention: Mr. Joe Oliver, Water Resources Manager
Mr. Jon Lear, Senior Hydrogeologist

Subject: Monterey Peninsula ASR Project, Proposal for Fiscal Year 2016-2017 Engineering Services

Dear Mr. Oliver and Mr. Lear:

In accordance with your request, Pueblo Water Resources, Inc. (PWR) is pleased to submit this proposal for the provision of ongoing engineering services for the Monterey Peninsula ASR Project. Presented in this proposal is a detailed scope of work, estimated costs, and schedule to provide ASR engineering-related tasks during Fiscal Year 2016-2017 (FY 2016-2017).

PURPOSE AND SCOPE

The purpose of the proposed work is to provide needed engineering services related to the Santa Margarita ASR Facility during FY 2016-2017. It is noted that PWR currently has two previously authorized Contract Amendments (CAs), which include various Santa Margarita Facility engineering-related tasks that have not been completed for various reasons¹, but are planned to be completed in FY 2016-2017. The tasks presented in this proposal are intended to supplement the existing CAs only as necessary to complete the work planned and budgeted by the District for FY 2016-2017, and include the following.

- Site Expansion engineering
- ASR-1 and ASR-2 soundproof enclosure design
- ASR-1 Turbidimeter alarm design
- Backup ASR Well design and specifications

¹ The primary reasons the previous CAs have not been completed include delays in land acquisition and reallocations of engineering task budgets to needed supplemental water-quality investigations.



Scope of Services

Task 1 – Santa Margarita Site Expansion Engineering and Construction Management

This task includes engineering services for the completion of certain expanded Santa Margarita ASR site facilities. Specific work items in this task include the following:

Task 1.1 – Expanded Site Engineering. PWR will finalize engineering design and construction drawings to allow qualified Class A general contractors to construct site improvements for the property, including the following:

- Site grading, drainage, and paving for the expanded site area;
- Underground piping/utilities for CAW 30" and 16" ASR line extensions into the site;
- Grading/excavation for the expansion of the existing Backflush Pit;
- Chemical delivery truck offloading station for disinfectant supply;
- Underground piping and associated electrical/instrumentation conduits for chemical offloading facilities;
- Site landscaping and security fencing.

It is assumed that three meetings will be required to process and complete the approval of the plan set with the City and FORA, including a presentation to the Seaside City Council for the landscape and site improvements.

Task 1.2 – Construction Support Activities. PWR will provide assistance with construction oversight and construction monitoring for the facilities design prepared in Task 1.1 above. Services are envisioned to include the following general activities:

- Bidding support for Task 1.1 work, including an anticipated mandatory pre-bid meeting with prospective bidders, response to bidder questions and review of submitted bid proposals;
- Construction management assistance, including submittal reviews, response to contractor RFI's, change order requests, and progress billing review;
- Construction observation on a periodic basis for critical stages of construction work, including earthwork, underground work and concrete placement;
- Materials testing and documentation of construction testing activities, including soils testing, compaction testing, and concrete placement and strength testing;
- Compilation of Record Drawings for documentation of as-constructed features of the project.



Task 2 – ASR-1 and ASR-2 Soundproof Enclosures

This task consists of the design of sound attenuation enclosures for the ASR-1 and ASR-2 wells to reduce noise impacts to existing neighborhood residential areas. The design will address the following:

- Noise attenuation to areas north and west of the facility;
- Seismic stability of the structure(s);
- Structure disassembly/reassembly for well maintenance;
- Aesthetic compatibility with existing site features.

Engineering design and construction drawings/specifications will be prepared to allow bidding by Class A Contractors for the work. Bidding assistance and construction management services are not included in this proposal for this task, as these services are anticipated to be included in subsequent FY 2017-2018 contract work.

Task 3 – ASR-1 Turbidimeter Alarm

This task includes the design of additional instrumentation for ASR-1 to include a Turbidimeter and alarm interlock function to prevent non-compliant waters from the well from entering the CAW distribution system. The design will be closely coordinated with CAW staff to ensure compatibility of the design and instruments with their standards. PWR will prepare a brief design and specification suitable for bid solicitation to CAW-approved vendors.

Task 4 – Backup ASR Well Design and Bid Specifications

Task 4.1 – Basis-of-Design. PWR will prepare a basis-of-design technical memorandum for a backup ASR well based on the hydrogeologic conditions at the Santa Margarita site. The purpose of the memo is to establish the design features of the ASR well, and will include an evaluation of the hydrogeologic setting, a preliminary design for the well, and the materials and methods to be utilized. An Opinion of Probable Cost will also be provided. District staff and other interested parties (e.g., California American Water) will then have the opportunity to review and comment on the design. With concurrence of the District on the proposed design, preparation of the technical specifications and bid documents (Task 4.2) would immediately follow.

Task 4.2 - Technical Specifications and Bid Documents. Technical specifications for the drilling and construction of the backup ASR well will be prepared. The technical specifications are intended to provide adequate detail for bidding and well construction by competent, licensed (C-57) well drilling contractors. PWR will incorporate the well design and specifications for the well into a bid package using existing standard District format. It is assumed that the District will provide PWR with the District's "boiler plate" contract provisions, including general conditions and special insurance requirements, for incorporation into the final contract package.



It is noted that bidding assistance and construction management services are not included in this proposal. These services are anticipated to be included in subsequent FY 2017-2018 contract work.

Services Not Included

Services which are (or may be) necessary for the completion of this project, which are not included in our proposal include the following:

- Planning/design services for Santa Margarita facility building water treatment facilities (currently anticipated in subsequent FY 2017-2018);
- Water-quality sampling and analyses (assumed District and/or CAW provided);
- Construction of any site facilities;
- Permit fees;
- Cost of water, electricity, or other utilities;
- Any others items not specifically included in PWR's scope of services.

Estimated Fees and Schedule

Based on the scope of services presented herein, we estimate the fees for our services will be \$273,390; which will be billed on a time-plus-expenses basis in accordance with our current Fee Schedule (attached). An estimated fee summary worksheet is attached summarizing the estimated man-hours and costs per task/work item. A 10 percent contingency has been noted in the attached budget summary (total with contingency is \$300,729) in the event that unforeseen project complications or constraints arise. We recommend the contingency be held for authorization by District staff upon written justification by PWR.

We understand that in order to authorize this work, your Board must first approve a formal contract amendment. Based on our current workload, we believe that we can commence work within two weeks of your authorization; we believe the work will be completed by the end of the fiscal year (June 30, 2017).

We appreciate the opportunity to provide assistance to the District on this important water supply project. If you require additional information regarding this or other matters, please call us.

Monterey Peninsula Water Management District
Monterey Peninsula ASR Project - FY 2016-2017 Engineering
July 6, 2016 (12-0045)



Sincerely,

PUEBLO WATER RESOURCES, INC.

Robert C. Marks, P.G., C.Hg
Principal Hydrogeologist

Stephen P. Tanner, P.E.
Principal Engineer

RCM:SPT

Attachments: Cost Estimation Spreadsheet
2016 Fee Schedule

EXHIBIT 4-B

MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
Professional Services for Monterey Peninsula ASR Project - Engineering



Fiscal Year 2016-2017

PWR Project No.: 12-0045

ESTIMATED FEE SUMMARY

LABOR		Principal Professional	Senior Professional	Drafting	WP	Hours by Task	Estimated Task Cost	
Hourly Fee		\$195	\$180	\$110	\$90			
Task No.	Task Description							
1	Site Expansion Engineering and Construction Mgmt	250	420	90	40	800	\$137,850	
2	ASR-1 and ASR-2 Soundproof Enclosures	56	17	12	4	89	\$15,660	
3	ASR-1 Turbidimeter and PLC Interlock	24	-	12	2	38	\$6,180	
4	Backup ASR Well Design and Bid Specifications	20	55	5	5	85	\$14,800	
		-	-	-	-			
		-	-	-	-			
		-	-	-	-			
		-	-	-	-			
		-	-	-	-			
		-	-	-	-			
Hours by Labor Category:		350	492	119	51			
Costs by Labor Category:		\$68,250	\$88,560	\$13,090	\$4,590			
						Total Labor Hours:	1012	
						Total Labor Costs:	\$174,490	

OTHER DIRECT COSTS (ODC's)					
Task No.	Item	Units	Unit Price	No. of Units	Fee
	Vehicle	Daily	\$75	18	\$1,350
	Travel Per Diem	Daily	\$150	14	\$2,100
					\$0
					\$0
					\$0
Subtotal ODCs:					\$3,450

OUTSIDE SERVICES					
Task No.	Item	Units	Unit Price	No. of Units	Fee
1.1	Geotechnical Engineering	LS	\$18,000	1	\$18,000
1.1	Landscape Design	LS	\$14,000	1	\$14,000
1.2	Soils Monitoring / Materials Testing	LS	\$31,000	1	\$31,000
2	Structural Engineering	LS	\$8,000	1	\$8,000
3	Electrical Engineering	LS	\$12,000	1	\$12,000
Subtotal Outside Services:					\$83,000
Subtotal Outside Services w/ Markup (15%):					\$95,450

COST SUMMARY	
Labor	\$174,490
Other Direct Costs	\$3,450
Outside Services	\$95,450
Subtotal:	\$273,390
10 % Contingency	\$27,339
TOTAL ESTIMATED PROJECT COST:	\$300,729



PUEBLO WATER RESOURCES, INC
2016 FEE SCHEDULE

Professional Services

Principal Professional.....	\$195/hr
Senior Professional.....	\$180/hr
Project Professional.....	\$165/hr
Staff Professional.....	\$135/hr
Technician.....	\$125/hr
Illustrator.....	\$110/hr
Word Processing.....	\$90/hr

Other Direct Charges

Subcontracted Services.....	Cost Plus 15%
Outside Reproduction.....	Cost Plus 15%
Travel Expenses.....	Cost Plus 15%
Per Diem*.....	\$150/day
Vehicle	\$75/day

Equipment Charges

Drilling Fluid Test Kit.....	\$100/day, \$400/week
Field Water Quality Meter (Hach DR890).....	\$75/day, \$275/week
Orion ORP/pH/Temp Probe.....	\$75/day, \$275/week
Water Level Probes (In-Situ Mini-Troll/Level Troll).....	\$100/day, \$300/week
Fuji Ultrasonic Flowmeter.....	\$200/day, \$750/week

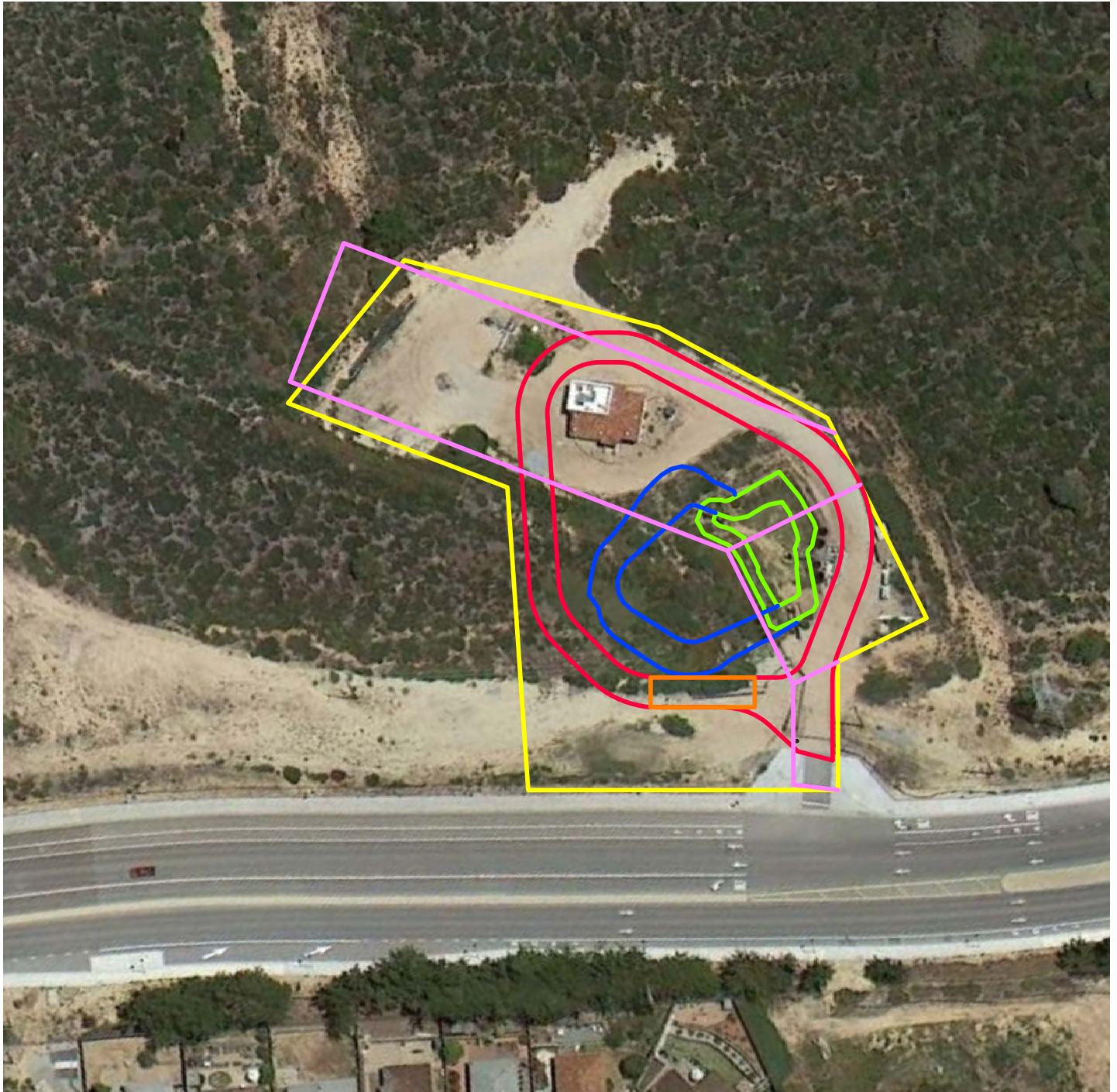
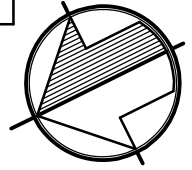
*Regionally and seasonally specific to project.

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LEGEND

- PROPOSED MPWMD PARCEL
- EXISTING MPWMD PARCEL
- ALT 5 ACCESS ROAD
- CHEMICAL LOADING RACK
- EXISTING POND
- NEW POND

NEW LAND ACQUIRED	0.88 ACRES
LAND DEEDED BACK TO CITY	0.06 ACRES



Creegan+D'Angelo
 INFRASTRUCTURE
 ENGINEERS

225 Cannery Row, Suite H
 Monterey, CA 93940
 Tel (831) 373-1333
 Fax (831) 373-0733

www.cdengineers.com

PROPOSED EXPANSION

SANTA MARGARITA WELL SITE

DATE: 06-20-13
 C+D JOB: 710005.00

SCALE: 1"=100'
 SHEET 1 OF 1

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ADMINISTRATIVE COMMITTEE

5. CONSIDER EXPENDITURE TO AMEND CONTRACT WITH PUEBLO WATER RESOURCES TO PROVIDE HYDROGEOLOGIC REVIEW FOR WATER DISTRIBUTION SYSTEM PERMITS

Meeting Date:	July 11, 2016	Budgeted:	Yes
From:	David J. Stoldt, General Manager	Program/ Line Item No.:	WDS Permitting 2-8-2
Prepared By:	Henrietta Stern	Cost Estimate:	\$2,000

General Counsel Review: N/A

Committee Recommendation: The Administrative Committee reviewed this item on July 11, 2016 and recommended_____.

CEQA Compliance: N/A

SUMMARY: The Board will consider authorizing the General Manager to amend an existing contract with Pueblo Water Resources, Inc. (Pueblo) to authorize a maximum of \$2,000 for Fiscal Year (FY) 2016-2017 (July 1, 2016 through June 30, 2017) to continue to help District staff carry out MPWMD Rules and Regulations governing Water Distribution Systems (WDS), specifically in regards to hydrogeologic review of well pumping test reports and related tasks. The \$2,000 limit would be tracked as follows:

Program 2-8-2, "Hydrologic Impact Review," with up to \$2,000 as 100% reimbursable from applicants.

Exhibit 5-A is the proposed scope of work and cost estimate from Pueblo for FY 2016-2017. The proposed \$2,000 total limit is lower than that budgeted in FY 2015-2016, based on actual work performed in FY 2015-2016. The hydrogeologic review will be primarily associated with Level 3 Permits under the current WDS rules. The applicant must show that a well (or other water source) will reliably meet the applicant's needs, and will not adversely affect the Monterey Peninsula Water Resource System or Sensitive Environmental Receptors as defined in District Rule 11.

RECOMMENDATION: Staff recommends that the Board authorize the General Manager to amend the current District professional services contract with Pueblo for a not-to-exceed amount of \$2,000 for FY 2016-2017, which was recently adopted by the Board as part of the FY 2016-2017 budget. If this item is adopted along with the Consent Calendar, staff will execute a contract amendment with Pueblo.

BACKGROUND AND DISCUSSION: Pueblo has been retained since June 2006 to assist staff with WDS Permit processing on an as-needed basis. All amounts are maximums; only actual hours of service are billed. Invoiced hours submitted by consultants for review of each application are reimbursed by the applicant before the applicant receives the signed WDS Permit.

Pueblo's rates are competitive with other consulting firms with experienced, registered hydrogeologists. Pueblo is very knowledgeable about local hydrogeology and MPWMD procedures, and is considered to be cost-efficient for this work. Pueblo also has contracts with the District for Aquifer Storage and Recovery tasks in the Seaside Groundwater Basin.

Continued WDS applications are expected due to restrictions on the availability of California American Water supply for new construction and remodels. Consultant assistance is essential to adequately process permit applications in compliance with the State Permit Streamlining Act and to help the Water Resources Division address technical questions relating to the WDS process.

IMPACT TO DISTRICT RESOURCES: Pueblo's technical work is directed by the MPWMD Water Resources Division Manager, with logistics to be managed in the future by Water Demand Division staff as they take on responsibility for processing WDS Permits (currently performed by the Planning & Engineering Division). Pueblo's work product is used as evidence in preparing WDS Permit documents, including the required Findings of Approval.

EXHIBIT

5-A Pueblo Water Resources Scope of Work and Fee Schedule for FY 2016-2017



July 1, 2016
Project No. 15-0062

Monterey Peninsula Water Management District
Post Office Box 85
Monterey, California 93942

Attention: Ms. Henrietta Stern

Subject: Proposal for Continuing Professional Hydrogeologic Services; WDS Permitting Assistance, Fiscal Year 2016-2017

Dear Henrietta:

Pursuant to your request, Pueblo Water Resources, Inc. (PWR) is pleased to submit this proposal for continuing assistance with the processing of Water Distribution Systems (WDS) permit applications during Fiscal Year 2016-2017 (FY 2016-2017). It is our understanding that the District desires PWR to provide continued technical assistance with the review and evaluation of Well Source and Pumping Impact Assessments (assessments) for compliance with District Technical Procedures. Presented in this proposal is a scope of services and associated budget to provide the requested services.

SCOPE OF SERVICES

The following services are proposed to be provided during FY 2016-2017. Consistent with past practice, our work will be performed with direct oversight of the General Manager or his/her designee (e.g., the District Water Resources Manager) on an as-needed / as-directed basis.

Task 1 – Assist with Assessment Reports. This task consists of the review and evaluation of assessments submitted by applicants for compliance with District technical procedures, and providing written documentation summarizing our findings for each reviewed assessment. It is understood that these evaluations will be coordinated with the District Water Resources Manager. This task also includes providing assistance in the preparation of any hydrogeologic evaluations requested by the District related to the WDS program.

Our services will be billed on a time-plus expenses basis in accordance with our current Fee Schedule (attached) for a **not-to-exceed amount of \$2,000**. Consistent with past practice, we will track our costs associated with each WDS applicant separately to facilitate reimbursement by the applicants. In the event that the overall number or complexity of the assessments to be evaluated requires effort beyond the established budget, we will notify you in writing as soon as possible.

Monterey Peninsula Water Management District
Water Distribution System Permitting Support – FY 2016-2017
July 1, 2016 (Project No. 15-0062)



We appreciate the opportunity to provide assistance to the District, and look forward to the timely and successful performance of the work. As always, if you have any questions please call us.

Sincerely,

Pueblo Water Resources, Inc.

Robert C. Marks, P.G., C.Hg.
Principal Hydrogeologist

RCM

Attachments: 2016 Fee Schedule



PUEBLO WATER RESOURCES, INC
2016 FEE SCHEDULE

Professional Services

Table listing professional services and rates: Principal Professional (\$195/hr), Senior Professional (\$180/hr), Project Professional (\$165/hr), Staff Professional (\$135/hr), Technician (\$125/hr), Illustrator (\$110/hr), Word Processing (\$90/hr)

Other Direct Charges

Table listing other direct charges: Subcontracted Services (Cost Plus 15%), Outside Reproduction (Cost Plus 15%), Travel Expenses (Cost Plus 15%), Per Diem* (\$150/day), Vehicle (\$75/day)

Equipment Charges

Table listing equipment charges: Drilling Fluid Test Kit (\$100/day, \$400/week), Field Water Quality Meter (Hach DR890) (\$75/day, \$275/week), Orion ORP/pH/Temp Probe (\$75/day, \$275/week), Water Level Probes (In-Situ Mini-Troll/Level Troll) (\$100/day, \$300/week), Fuji Ultrasonic Flowmeter (\$200/day, \$750/week)

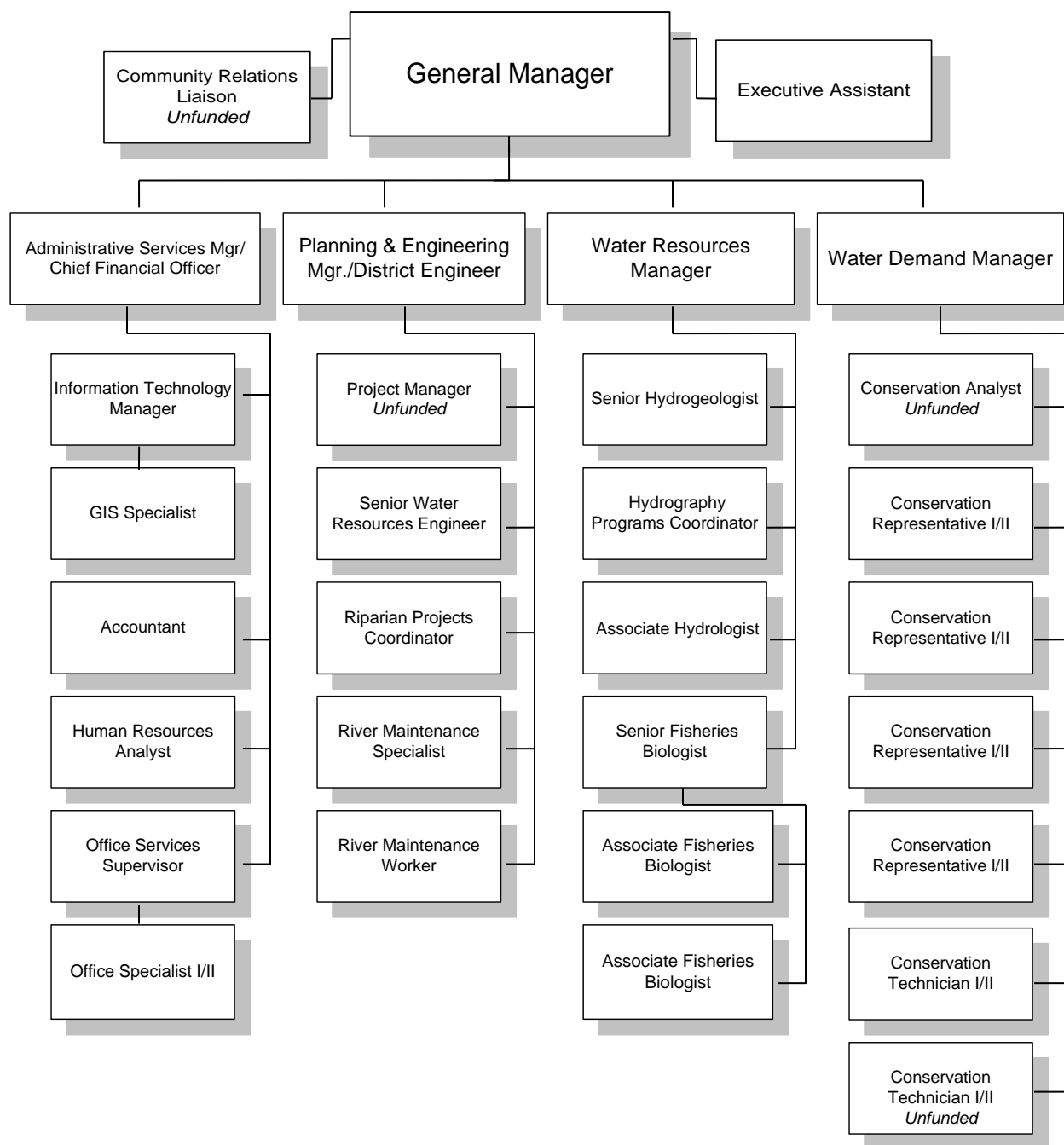
*Regionally and seasonally specific to project.

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EXHIBIT 6-A

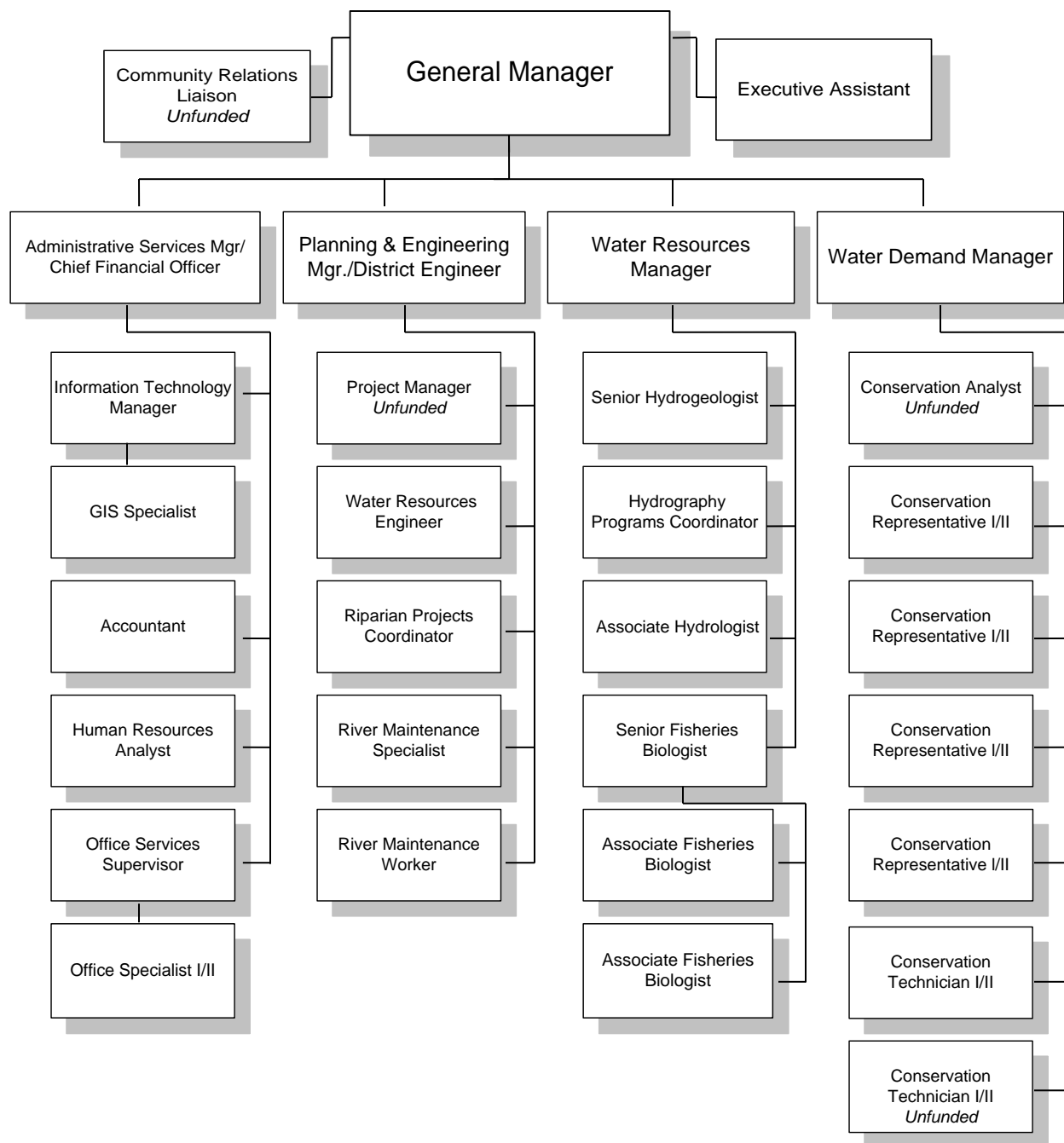
**MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
CURRENT ORGANIZATION CHART
July 2016**



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EXHIBIT 6-B

**MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
PROPOSED ORGANIZATION CHART
(Planning and Engineering Division Change)
July 2016**



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New duties that are beyond the scope and complexity of those performed by a Conservation Representative II, are listed below:

- 1) Extensive Deed Restriction review and determination. Since 2013, all water permits applications are subject to at least one deed restriction.
- 2) Application and interpretation of the Model Water Efficient Landscape Ordinance (MWELo), with changes incorporated in 2015. This involves processing of all applications for new and refurbished landscapes subject to MWELo, conducting inspections and receiving certifications related to the permits. Certification as a Landscape Irrigation Auditor is required.
- 3) Development and implementation of new Water Conservation Programs for residential and commercial customers, requiring certification as a Water Conservation Practitioner. This includes conducting the most technical water conservation audits, estimating water savings for large complex properties, and assessing technical engineering reports from third party agencies.
- 4) Expanded Public Outreach activities, working on the design, writing and coordination of production and distribution of publications regarding District-hosted workshops. Work on the planning and organization of community outreach events and updates of the Districts website and Facebook page have become regular responsibilities.
- 5) Management of the overall water allocation program for the District, including tracking of the use of water, available supply and permit activity. Responsibilities also cover the management of the Entitlements for the Pebble Beach Company, City of Sand City and newly created entitlements such as the Malpas Water Company.
- 6) Assumption of the Water Distribution Systems Permits Confirmation of Exemption Process from the Planning and Engineering Department. This requires analysis of technical memorandums, Monterey County Environmental Health Bureau Well Reports, Department of Water Resources Well Completion Reports, and Hydrogeologic Assessment Reports. Duties include interpretation of Articles of Incorporation, Operating Agreements for Limited Liability Companies, Deeds of Trust, Grant Deeds and other legal documents to determine ownership of a property with limitations of use.
- 7) General knowledge and use of the California Environmental Quality Act (CEQA) and its applications in the preparation of Notices of Preparation, Initial Study, Notices of Determination, Notices of Exemption, and responses to Environmental Impact Reports.
- 8) Daily supervision and training of lower level staff in the Water Demand Department.

These increased responsibilities, as well as other complex tasks involving analytical work and policy interpretation, are required for the efficient functioning of the Water Demand Division in its current role. A higher-level position in the Conservation career ladder has been anticipated for

some time. The position of Conservation Analyst was created in 2009, but never filled, due to prior emphasis on the collection and analysis of consumption data that has never been acquired. However, it has remained on the District's Organization Chart in an unfunded status. With the addition of new duties that reflect the needs of the District in 2016, this position is appropriate for the reclassification of the Conservation Representative II's who have been required to work far beyond the level of their current position.

EXHIBITS

7-A Conservation Representative I/II Job Description

7-B Conservation Analyst Job Description

7-C Current District Organization Chart

7-D Proposed District Organization Chart

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EXHIBIT 7-A**MONTEREY PENINSULA WATER MANAGEMENT DISTRICT****CONSERVATION REPRESENTATIVE I
CONSERVATION REPRESENTATIVE II**

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

DEFINITION

To provide information and educate the public on the need for water conservation and water demand management; to assist other agencies and the general public in understanding conservation and permit requirements and ensure that District conservation rules are carried out; to review permit applications; to perform inspections on properties to ensure compliance with water conservation standards, rules and regulations and with water permit specifications; and to assist in research, analysis, and reporting on water demand management and conservation programs.

DISTINGUISHING CHARACTERISTICS

Conservation Representative I--This is the entry level class in the Conservation Representative series. This class is distinguished from the Conservation Representative II by the performance of the more routine tasks and duties assigned to positions within the series including data input of property transfers and inspection reports, update of Cal-Am accounts, generation of enforcement letters and preparation of notices of compliance. Since this class is typically used as a training class, employees may have only limited or no directly related work experience. Positions in this class are expected to learn the full scope of duties and responsibilities and demonstrate proficiency over time.

Conservation Representative II--This is the full journey level class within the Conservation Representative series. Employees within this class are distinguished from the Conservation Representative I by the performance of the full range of duties as assigned including interpreting and applying water conservation rules to specific projects. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit. Employees at this level may provide general direction and information to lower level staff in the division, attend Board meetings, and prepare and present staff notes related to assigned projects. Positions in this class are flexibly staffed and are normally filled by advancement from the I level, or when filled from the outside, have prior experience.

SUPERVISION RECEIVED AND EXERCISED**Conservation Representative I**

Receives immediate supervision from the Water Demand Manager.

Conservation Representative II

Receives general supervision from the Water Demand Manager.

ESSENTIAL AND MARGINAL FUNCTION STATEMENTS

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

Essential Functions:

1. Inspect property for compliance with water conservation standards, rules and regulations, and with permit specifications; document water use on site and complete inspection report forms for entry into database.
2. Compile statistics on inspections performed and make estimate of water savings; use spreadsheet software to organize and present data; prepare monthly narrative conservation report for the Board.
3. Analyze water use, including but not limited to on site use, as it relates to permit applications and make recommendations to property owners as to actions to take to save water and conform to permit requirements.
4. Investigate water waste complaints and issue notices of violation, where appropriate; recommend legal action to be taken by District where compliance has not been achieved.
5. Review architectural blueprints and other information to analyze potential water use expansion and determine compliance with District rules and regulations.
6. Interpret application rules to specific projects and calculate connection charges and water allocation required for project.
7. Enter permit information into computer, collect payment, stamp plans and issue receipts; issue permits as necessary.
8. Send letters regarding permit violations and enforcement action to be taken by the District.
9. Assist the public, in person and over the phone in understanding District rules and regulations related to permit requirements; provide information on how to meet conservation requirements on specific properties.
10. Advise architects, realtors and project planners on permit procedures; assist in interpretation of ordinance and how they apply to specific types of projects.
11. Respond to questions from city planners and other representatives from the jurisdiction regarding the interpretation of District permit rules and how they apply to specific projects.
12. Plan and facilitate distribution of water conservation books, videos and software to libraries throughout the county.
13. Represent the District on various committees, as assigned; meet with businesses and other agencies regarding the need for water conservation; explain conservation rules and encourage an on-going conservation effort; conduct speaking engagements as needed.
14. Write press releases and articles on water conservation programs; prepare public service announcements as required.
15. Research water conservation programs and devices; collect and analyze water use data; contact manufacturers to learn specific information on conservation devices.
16. Research other water conservation programs promoted by state and local agencies.
17. Perform related duties and responsibilities as required.

QUALIFICATIONS

Conservation Representative I

Knowledge of:

Basic water conservation methods and devices.
Word processing, database and spreadsheet software.
Customer service techniques.
Principles and practices of public relations.
Basic accounting principles and practices.
Record keeping methods and techniques.
Modern office procedures, methods and computer equipment.
Principles of mathematics.
Techniques used in dealing with delinquent accounts.

Ability to:

Conduct field inspections and identify non-compliance with District requirements.
Perform research, analyze and evaluate data.
Read and interpret water conservation ordinances and rules.
Maintain tactfulness and courtesy in high stress situations.
Perform mathematical calculations accurately and quickly.
Operate a computer and modern office equipment.
Utilize maps to locate properties.
Prepare clear and concise reports and correspondence.
Learn to interpret and explain District policies and procedures.
Learn and enforce pertinent Federal, State and local laws, codes and ordinances.
Communicate clearly and concisely, both orally and in writing.
Establish and maintain cooperative working relationships with those contacted in the course of work.
Maintain physical condition appropriate to the performance of assigned duties and responsibilities.

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

Experience:

One year of water conservation service experience is desirable.

Training:

Equivalent to completion of twelfth grade supplemented by college level course work in public administration, business administration, public relations or a related field.

License or Certificate

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

Conservation Representative II

In addition to the qualifications for Conservation Representative I:

Knowledge of:

Advanced water conservation methods, devices and ordinances.
Public speaking and motivational techniques.
Advanced water conservation research practices.

Pertinent Federal, State, and local laws, codes and regulations.

Ability to:

Make measurements and apply complex mathematical equations.

Interpret complex rules and specific applications.

Handle the more difficult public inquiries and situations.

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

Experience:

Two years of increasingly responsible water conservation experience.

Training:

Equivalent to the completion of the twelfth grade supplemented by major course work in public administration, business administration, public relations or a related field.

License or Certificate

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

WORKING CONDITIONS

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

Environmental Conditions:

Office and field environment; exposure to computer screens, work closely with others and work alone; exposure to dust, atmospheric conditions and slippery and uneven conditions.

Physical Conditions:

Essential and marginal functions may require maintaining physical condition necessary for walking, standing or sitting for prolonged periods of time; light to moderate lifting and carrying; use of both hands, fingers, arms and legs.

Vision:

See in the normal visual range with or without correction; vision sufficient to conduct inspections; specific vision abilities required by this job include close and distant vision and depth perception.

Hearing:

Hear in the normal audio range with or without correction.

EXHIBIT 7- B**MONTEREY PENINSULA WATER MANAGEMENT DISTRICT****CONSERVATION ANALYST**

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

DEFINITION

To assist the Water Demand Manager by leading, overseeing, and participating in the more complex and difficult work designed to comply with the District's water permitting process and encourage water conservation. To receive and process water permit applications, review plans, and issue water permits. To conduct surveys, compiling, interpreting and analyzing data related to water use and demand for large projects. To review environmental documents prepared by other agencies for potential impact on the District's water supply and assist in the formulation of water management plans in the areas of demand forecasting, historical trends in water use, water conditions and water savings. To assist other agencies and the general public in understanding conservation and water demand management.

DISTINGUISHING CHARACTERISTICS

This is the advanced journey level class in the Conservation series. Positions at this level are distinguished from other classes within the series by the level of responsibility assumed and the complexity of duties assigned. Employees perform the most difficult and responsible types of duties assigned to classes within this series and function with minimal supervision and guidance. Employees at this level are required to be fully trained in all procedures related to assigned area of responsibility.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Water Demand Manager.

Exercises day-to-day technical and functional supervision over lower level Water Demand Division staff.

ESSENTIAL AND MARGINAL FUNCTION STATEMENTS — *Essential and other important responsibilities and duties may include, but are not limited to, the following:*

Essential Functions:

1. Receives and processes water permit applications, reviewing plans, and issuing water permits.
2. Stays abreast of Federal, State and local environmental laws and review processes, identifying specific District actions, evaluations, and products required for compliance.
3. Reviews architectural construction plans to analyze potential water use expansion and determine compliance with District, State and Federal regulations.
4. Interprets application rules to specific projects and calculates water demand required for the project.
5. Assists the public, in person, over the phone, and in writing on the interpretation of District rules and regulations related to permit requirements; provides information on how to meet water efficiency standards on specific properties.
6. Advises architects, realtors, and project planners and representatives from other agencies regarding permit procedures and interpretation of ordinances.
7. Analyzes water use on site, as it relates to permit applications and makes recommendations to property owners on actions to save water and conform to permit requirements.

8. Processes applications for Confirmation of Exemption for Water Distribution Systems and Water Distribution Systems permits.
9. Stays abreast of District and State laws related to the application requirements for water supply systems; advises applicants of the legal mandates and coordinates with applicants, District staff and other agencies to ensure that application forms are completed properly, CEQA review is sufficient, and public notice periods are adhered to properly.
10. Prepares Confirmation of Exemption for Water Distribution Systems for General Manager and District engineering staff; tracks staff effort and bills applicant for time expended.
11. Analyzes technical memorandums and reports; interprets legal documents to determine ownership of properties with limitations of use. Performs extensive deed restriction review and determination.
12. Processes applications for new and refurbished landscapes subject to the District's Model Water Efficient Landscape Ordinance. Interprets ordinance provisions to applicants, conducts inspections, receives certifications and evaluates estimated water savings for accuracy.
13. Develops and implements new water conservation programs for residential and commercial customers. Conducts the most technical water conservation audits, estimating water savings for large complex properties and accessing engineering reports from third party agencies.
14. Plans and directs development and communication of information designed to keep the public informed of the District's Water Conservation Programs, projects, accomplishments, and District positions on relevant issues.
15. Plans and organizes, and participates in community outreach events, including training workshops; updates the District website and Facebook page.
16. Works on management of the overall Water Allocation Program for the District, including tracking of water use, available supply, and permit activity. This includes management of Water Entitlements.
17. Compiles statistics on permits issued and makes estimates of water demand; prepares monthly water allocation report for the Board.
18. Gathers, analyzes, and interprets data and information related to water use, billing, rates, and demand; develops information resources on water management programs and water conservation.
19. Develops and maintains database to track water use by demand source and produces reports of activity in each jurisdiction.
20. Responds to the public and other public agency requests for information and water management programs; works to inform and educate the public regarding water supply and demand and water management issues.
21. Provides day-to-day supervision to Conservation Representatives and Conservation Technician. Provides assistance and training in inspections, water efficiency standards, and procedures. Reviews work for accuracy, proper work methods and compliance with laws and regulations.
22. Provides assistance to the Water Demand Manager in the development of new ordinances and preparation of annual mitigation program reports, in conjunction with other District staff.
23. Represents the District in meetings and on committees, as assigned.
24. Perform related duties and responsibilities as required.

QUALIFICATIONS

Knowledge of:

Operations, services, and activities of a water conservation program.
The principles and practices applied to the planning and management of water supply
Advanced water conservation methods, devices and ordinances.
Advanced water conservation research practices.
General principles of supervision.
The principles and practices of statistical analysis
Accounting principles and practices.
Word processing, database and spreadsheet software.
Record keeping methods and techniques.
Modern office procedures, methods and computer equipment.
Principles of mathematics.
Pertinent Federal, State, and local laws, codes and regulations related to water conservation
Applicable laws and regulations related to water resource planning such as the federal and state
Endangered Species Acts, the California Environmental Quality Act, and the National Environmental
Policy Act.

Ability to:

Perform research, collect, analyze, compile, and evaluate economic, technical, and statistical data
Interpret policies and procedures; maintain program records, cost estimates, and financial
transactions, and make recommendations pertaining to water conservation programs.
Read and interpret complex water conservation rules and specific applications.
Perform day-to-day supervision of staff.
Perform mathematical calculations accurately and quickly.
Operate a computer and modern office equipment.
Prepare clear and concise reports and correspondence.
Manage and analyze large data sets.
Work independently in the absence of supervision.
Communicate clearly and concisely, both orally and in writing.
Establish and maintain cooperative working relationships with those contacted in the course of work.
Maintain physical condition appropriate to the performance of assigned duties and responsibilities.

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

Experience

Three years of increasing responsible experience in water conservation and landscape management, performing customer consultation, water usage investigation and analysis and program implementation for residential and commercial customers.

Training

Equivalent to a Bachelor's degree from an accredited college or university with major course work in environmental science, urban planning, public administration or a related field.

License or Certificate:

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

Possession of, or ability to obtain, Certification as a Landscape Irrigation Auditor within one year of hire.

Possession of or ability to obtain, Certification as a Water Conservation Practitioner within one year of hire.

WORKING CONDITIONS

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

Environmental Conditions:

Office and field environment; exposure to computer screens, work closely with others and work alone; exposure to dust, atmospheric conditions and slippery and uneven conditions.

Physical Conditions:

Essential and marginal functions may require maintaining physical condition necessary for walking, standing or sitting for prolonged periods of time; light to moderate lifting and carrying; use of both hands, fingers, arms and legs.

Vision:

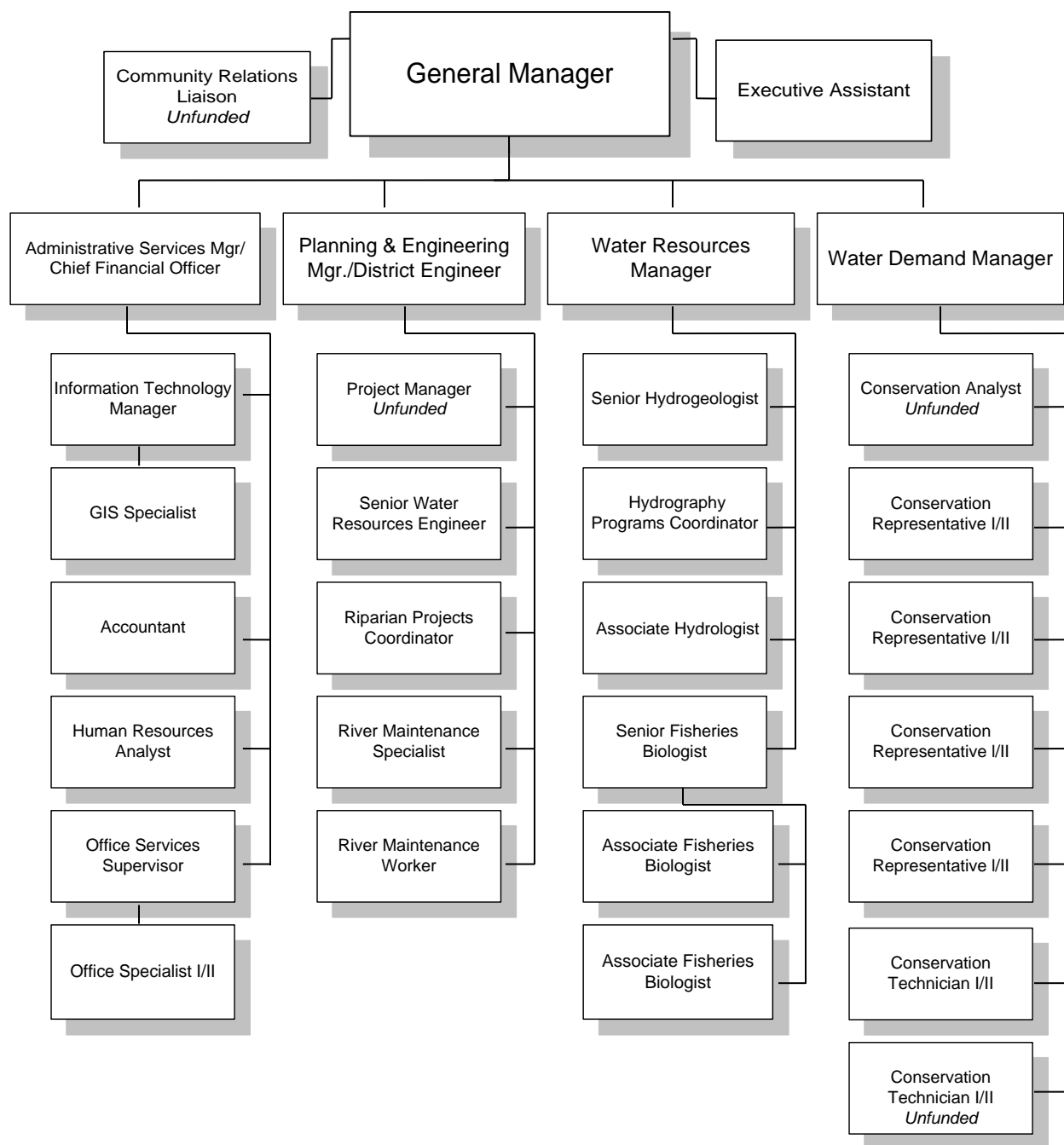
See in the normal visual range with or without correction; vision sufficient to conduct inspections; specific vision abilities required by this job include close and distant vision and depth perception.

Hearing:

Hear in the normal audio range with or without correction.

EXHIBIT 7-C

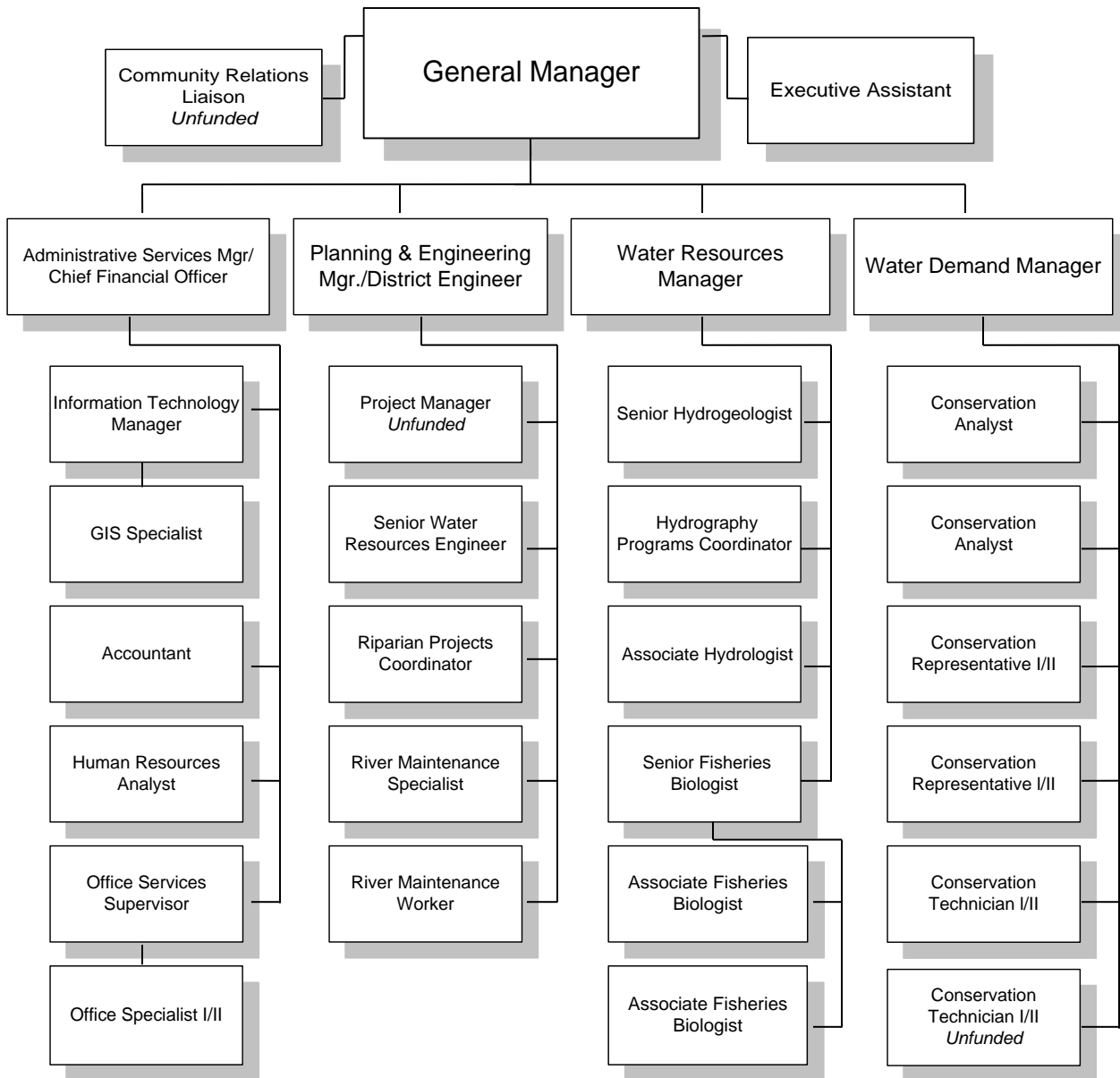
**MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
CURRENT ORGANIZATION CHART
July 2016**



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EXHIBIT 7-D

**MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
PROPOSED ORGANIZATION CHART
(Water Demand Division Changes)
July 2016**



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ADMINISTRATIVE COMMITTEE

8. CONSIDER CONTRACT FOR DISTRICT PUBLIC OUTREACH AND COMMUNICATIONS SERVICES WITH THOMAS BRAND CONSULTING FOR FISCAL YEAR 2016-2017

Meeting Date:	July 18, 2016	Budgeted:	Yes
From:	David J. Stoldt, General Manager	Program/ Line Item No.:	Professional Fees
Prepared By:	Stephanie Locke	Cost Estimate:	\$49,200

General Counsel Review: N/A

Committee Recommendation: The Administrative Committee reviewed this item on July 11, 2016 and recommended _____.

CEQA Compliance: N/A

SUMMARY: Attached as **Exhibit 8-A** is a proposed Scope of Work for Public Outreach & Communication Services submitted by Thomas Brand Consulting (TBC). TBC has been providing services to the District since 2013. The contract is for work related to MPWMD outreach and communications.

TBC has proposed continuing a \$4,100 retainer for Fiscal Year (FY) 2016-2017 for a total budget of \$49,200. Funding for contractor assistance with public outreach and communication services was included in the District's budget. In addition to the retainer, funds were budgeted for design services for graphic and website design, printing, website upgrades, media buys, etc.

RECOMMENDATION: The Administrative Committee should recommend the Board approve a contract with TBC for outreach services for the current fiscal year.

EXHIBIT

8-A Proposed Scope of Work

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**Proposed Scope of Work
For Public Outreach &
Communication Services
FY16-17**

Prepared for:

Monterey Peninsula Water Management District

Submitted by:

Thomas Brand Consulting, LLC

183 Forest Avenue, Suite 4 • Pacific Grove, CA 93950
Tel: 831.920.1693 • Fax: 831.920.1729
www.thomasbrandconsulting.com
Attn: Stephen Thomas
steve@thomasbrandconsulting.com

Introduction to the Proposed Scope of Work

Over the past year, the Water Management District has continued to position itself as a true resource in the eyes of the public and the media. Facing a number of highly controversial and problematic issues including the drought, developing alternative water sources, impending CDO and misguided lawsuits, the district has laid the groundwork to continue this positive trend, but the momentum must be sustained for it to continue.

TBC is a full service agency with expertise in multiple disciplines; because we examine a company or organization from a brand perspective, we are able to implement a strategic plan that takes into account many different aspects of current and future messaging. Laying the groundwork in this manner, will ultimately lead a more streamlined and cohesive voice and ensure that the district's key messages are consistent across all platforms.

By bringing this unique skill-set, an unwavering commitment to excellence and a true belief, both personally and professionally, in the goals of the District and this ongoing project, the TBC team is uniquely positioned to effectively manage and facilitate the needs of the MPWMD .

Scope of Work

Upon approval, Thomas Brand Consulting will continue to represent the MPWMD across several areas. These areas, as listed below, constitute the scope and type the work proposed. While there are no changes in the type of work being performed, the individual deliverables will be listed in detail. This list, will be also be presented with the associated "hard costs" of these activities for individual approval as needed.

- **Ongoing Internal Communications Representation**
 - Including Internal community outreach integration facilitated through communications with staff, board of directors, relevant partners and stakeholders to determine the need for publication and/or distribution
- **Ongoing Brand Management & Key Message Development**
 - Regular ongoing meetings with the Monterey Peninsula Water Management District(MPWMD) Board of Directors, its staff and relevant stakeholders to ensure approval of any new, revised or ongoing key message development, as well as branding issues

▪ Public Relations Tactics

- Including but not limited to:
 - Press Release Development
 - Media Kit Development
 - Ongoing message-specific campaign to targeted media outlets
 - Updating of any relevant listings in trade, community and other member-based organizations, in which the MPWMD is active or represented
 - Targeted regions: additional local and regional outreach with a focus on areas of significance in relation to current resident or stakeholder base
 - Distribution of press releases to trade publications, trade/business organizations, community groups/advocates and general news outlets
 - Vetting of media inquiries, as well as facilitation and coordination of valuable media opportunities, interviews and FAM tours
 - Tracking, review and clipping of media coverage

▪ Community Relations & Public Events

- Outreach and relationship building with current user base, targeted community groups/advocates, stakeholders, relevant local businesses, educational institutions and other potential partners
- Outreach, introductions and relationship building with local, state and federal agencies
- Coordination of regular and special events and promotions geared towards locals and partners as a vehicle to garner increased exposure of your services, programs and projects.
- Regular communication and dissemination of news and promotions to targeted locals, as well as District support groups/committees via email blast capabilities, advertising and in-person contact
- Continued, regular communication, meetings and brainstorming with the MPWMD, its current partners, targeted stakeholders and the community at large
- Identification and facilitation of new community, business and agency partnerships designed to further the goals of the District and support existing projects and programs
- Facilitation of community workshops held in each district to establish an open line of communication between Directors and their constituents

▪ Social Media

- Ongoing implementation of the social media communications strategy
- Refreshed and additional content development and postings of relevant material and coverage from and of events, the media and the MPWMD
- Management of your current Social Media presence to ensure consistent messaging and relevant content
- Identification of new and viable platforms to utilize and integrate into the plan including YouTube, Twitter, Pinterest, Instagram, etc.
- Outreach to, and integration with, industry blogs and information sources

- **Advertising**
 - Review existing advertising commitments, as well as research and provide strategic counsel as relevant advertising opportunities arise in alignment with agreed upon MPWMD based outreach.
 - Upon receipt from graphic designer/artist/producer, provide appropriate artwork and related materials/information to advertising outlets
 - Manage an advertising schedule to ensure proper placement, per agreed upon contracts
 - Post-buy analysis to ensure agreed upon audience composition, reach and frequency

- **Data/Contact Information Collection System**
 - Management of current Data Collection System, MailChimp
 - Continued creation of tactics and themes for future email marketing efforts and the outreach of the MPWMD
 - Continued creation and implementation of data collecting initiatives to increase database totals and targeted reach
 - Creation of industry partnerships to ensure widespread reach of public outreach initiatives

- **Coordination of Annual Newsletter/Copywriting**
 - Utilizing agreed upon messaging and information, TBC will oversee the creation of the MPWMD newsletter including creative direction and copywriting as needed.
 - If desired TBC can also design the newsletter or work with your current graphic artist
 - TBC also recommends the coordination of key messages, language and style of the newsletter and your other publications or collateral material

- **Specific Initiatives Continued From FY: 15-16**
 - Conservation & Drought Outreach
 - a. Ongoing meetings with CAW regarding joint conservation efforts
 - b. Outreach to Hospitality Industry regarding best management practices
 - c. Postcard to non-CAW users regarding conservation
 - d. Public Outreach to CAW and non-CAW customers
 - e. Continued outreach to multi-family homes and developments
 - f. Email Blasts through Chambers and business associations
 - g. Continued Guest Commentary Series
 - h. Continued Speakers Bureau Series

 - Website
 - a. Content creation and updates for both websites

 - Ongoing Rebate Program
 - a. Commercial Customer:
 - b. Residential: Development of in-store rebate point of purchase display
 - c. Residential: additional outreach for rebates available to district residents

- **Regular attendance at Board of Directors Meetings & Relevant Events**
- **General Strategic Counsel & Regular Meetings/Communication with MPWMD Board of Directors, Staff, Shareholders, and Project Partners.**

Disclosure

Thomas Brand Consulting is not party to any former or current ongoing civil or criminal investigation or litigation. At no time has our company defaulted or failed to perform our duties leading to a legal termination of contract.

Specific Deliverables

Upon the agreement of both parties to the Scope of Work, a schedule of deliverables will be determined based upon an agreed to communications strategy and outreach plan. The tenants of which follow on a separate document

Budget

Per the above outlined Scope of Work, Thomas Brand Consulting, LLC proposes a contractual retainer for 12 months with a range of 30 to 32 hours per month. A \$4100 retainer is proposed for July 1, 2016 through June 30, 2017 totaling \$49,200. All out of scope work unless otherwise agreed upon in writing by both parties shall be billed at \$150 per hour. The costs of any associated media buys or collateral production that would fall under the proposed Scope of Work will be determined upon examination of current programs.

The proposed contract does not include creative expenses such as graphic design, web development, photography, video production, any and all media buys and out of pocket expenses including travel/mileage, printing, postage and items associated with the production of events. Thomas Brand Consulting requires client approval for outside expenses greater than \$150.00.

Upon the approval of the of the agreed upon contract and any additional budget stipulations, work will start on an agreed upon date with the first month's or portion of the first month's payment due. From that point forward, the client will be invoices on the 1st of each month, payable within 30 days unless otherwise agreed to by both parties. TBC will work within your established accounting practices to ensure a smooth process.

Additional contractual stipulations to include:

1. Monthly reporting of specific hours utilized per individual project.

Addendum:

INSURANCE

- A. Consultant shall obtain and keep insurance policies in full force and effect for the following forms of coverage:
 - 1. Automobile liability including property damage and bodily injury with a combined single limit of \$300,000.
 - 2. Comprehensive General Liability (CGL) with a combined single limit of \$1,000,000

- 3. Consultant shall add to his/her Comprehensive General Liability insurance policy a severability or interest clause or such similar wording if his/her policy does not automatically have this clause already written into it. Such language shall be similar to: "The insurance afforded applies separately to each insured against whom claim is made or suit is brought, including claims made or suits brought by any person included within the persons insured provision of this insurance against any other such person or organization."

- B. Consultant shall provide photocopies of its current Automobile insurance policy [or policies], including endorsements thereto, or current certificates of insurance in lieu thereof, to MPWMD.

- C. Consultant shall provide notice to MPWMD of any cancellation or material change in insurance coverage where MPWMD has been named as an insured, such notice to be delivered to the MPWMD in accord with Section XV of this Agreement at least sixty (60) days before the effective date of such change or cancellation of insurance.

- D. Evidence acceptable to MPWMD that Consultant has complied with the provisions of this Section VII shall be provided to the MPWMD, prior to commencement of work under this Agreement.

- E. All policies carried by Consultant shall provide primary coverage instead of any and all other policies that may be in force. MPWMD shall not be responsible for any premium due for the insurance coverage specified in this Agreement.

Acceptance of Proposal:

 David J. Stoldt or Suresh Prasad
 Monterey Peninsula Water Management District

 Date

 Stephen C. Thomas
 Thomas Brand Consulting, LLC

 Date

Specific Deliverables: Please See Attached Sheet

ADMINISTRATIVE COMMITTEE

9. CONSIDER CONTRACT FOR PURE WATER MONTEREY PROJECT MANAGEMENT, PUBLIC OUTREACH AND COMMUNICATION SERVICES WITH THOMAS BRAND CONSULTING FOR FISCAL YEAR 2016-2017

Meeting Date:	July 18, 2016	Budgeted:	Yes
From:	David J. Stoldt, General Manager	Program/ Line Item No.:	Pure Water Monterey 35-03-786010
Prepared By:	Stephanie Locke	Cost Estimate:	\$100,000

General Counsel Review: N/A

Committee Recommendation: The Administrative Committee reviewed this item on July 11, 2016 and recommended _____.

CEQA Compliance: N/A

SUMMARY: Attached as **Exhibit 9-A** is a proposed Scope of Work for Public Outreach & Communication Services submitted by Thomas Brand Consulting (TBC). The contract is for work related to Pure Water Monterey (groundwater replenishment project) outreach and communications.

TBC has proposed a six-month budget of \$100,000, after which the costs would be covered by proceeds from the State Revolving Fund loan. Details of the project budget are found in the Scope of Work. Funding for contractor assistance with project management, public outreach and communication services was included in the District's recently adopted Fiscal Year 2016-2017 budget.

RECOMMENDATION: The Administrative Committee should recommend the Board approve a contract with TBC for project management, outreach and communication services for the current fiscal year.

EXHIBIT

9-A Proposed Scope of Work

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**Proposed Scope of Work
For Project Management, Public Outreach,
Advertising, Social Media and
Communication Services for
Pure Water Monterey
(Monterey Peninsula Ground Water Replenishment Project)**

Prepared for:
Monterey Peninsula Water Management District

Submitted by:
Thomas Brand Consulting, LLC

183 Forest Avenue, Suite 4 • Pacific Grove, CA 93950
Tel: 831.920.1693 • Fax: 831.920.1729
www.thomasbrandconsulting.com
Attn: Stephen Thomas
steve@thomasbrandconsulting.com

Introduction to the Proposed Scope of Work

Since 2013, TBC has been working under the direction of the MPWMD to assure that the District's Branding, Communication and Public Outreach needs are met with regards to Pure Water Monterey, a groundwater replenishment project. As of 1/28/14, the MPWMD assumed Project Lead Status and consequently will be assumed a much greater project responsibility from not only a managerial but also from a production standpoint.

With the project fully engaged in the local, state and federal agency approval process, additional public presence at levels is necessary coupled with an increase in local media and organizational outreach. This scope of work supports the previously approved Fiscal Year 2016-2017 July 16- Dec 16 Pure Water Monterey Outreach Budget.

Since the public outreach strategic plan will now include an increased effort to reach the Salinas Valley, and a continued effort to promote the project at the state and national level, additional opportunities as they become available and while not specifically listed, would be included in this scope on the approval of both parties.

Previously Approved Pure Water Monterey Budget:

Pure Water Monterey
 Draft Budget
 FY 16-17 July-Dec Only

No.	Platform	Line Item	Cost	Notes
1	Online Outreach			
1a		Website Updates	\$2,500	Ongoing update to purewatermonterey.org to create a more user-friendly interactive informational source
1b		<u>E-Blast & Data Capture</u>	<u>\$1,000</u>	Licence and Management of data capture modal and implementation of e-blasts
			\$3,500	
2	Events			
		OC Tours	\$0	Previously approved business & hospitality industry tours
2a		Promotional	\$3,000	Local Fairs, Home & Garden Shows, Water Centric Events
2b		Informational/Media	\$1,500	Media Receptions, Town Hall Meetings
2c		<u>Water Purification Summit</u>	<u>\$0</u>	Special Event for Local and OC IPW Electeds and Officials
			\$4,500	
3	Collateral Development			
3a		Collateral Design	\$5,000	Design of or updates to all collateral including brochures, Powerpoints, mailers, banners, advertisements, etc.
3b		Printing	\$10,000	Printing Costs for collateral items
3c		<u>Mailing</u>	<u>\$0</u>	Mailing costs to all ratepayers for various items
			\$15,000	
4	Outreach Team			
4a		Thomas Brand Consulting	\$36,000	Project Lead overseeing all Public Outreach activities related to the project
4b		Data Instincts	\$18,000	Providing strategic input and recommendations. Extensive experience with water supply projects
4c		<u>Outreach Coordinators</u>	<u>\$0</u>	<u>Boots on the ground individuals to staff and provide support at events and person to person outreach as needed</u>
			\$54,000	
5	Promotional Items			
5a		Tour & Event Giveaways	\$2,000	Branded giveaway items

Scope of Work:

Including but not limited to:

- **Project Management of the Pure Water Monterey Public Outreach Initiative**
- **Update and Execution of the Strategic Outreach Plan**
- **Continuation of rebranding the project to Pure Water Monterey**
- **Review, editing and final production of all items produced by Public Outreach team**
- **Formally initiate comprehensive outreach to all Salinas Valley Interests**
- **Increase Regional, State & Federal profile of the program**
- **Brand Management & Key Message Development**
 - Work with team to continue to create a comprehensive brand and key message
- **Media/Information Kit Development**
 - Creation of separate media kits in English and Spanish including
 - Standard
 - Educational/School Focused
 - Agricultural Interests
 - Pilot Plant Visitors
- **Media Relations**
 - Manage all media and press relations including interviews, FAM tours, inquiries, and updates to local, regional and national press
- **Community Relations/Relationship Building**
 - Manage locally based stakeholder outreach
- **Social Media**
 - Initiate and manage all social media platforms including Facebook, Twitter and others as needed
- **Advertising**
 - Management including research, creative direction and placement of all advertising associated with GWR project
- **Management and Facilitation of FAM Tours**
 - Facilitation and coordination of all FAM tours to Santa Clara or Orange County
- **Public Outreach/Education Campaign**
 - Manage Public Outreach and Education campaign with agency staff and other stakeholder group representatives
- **Event Management and Coordination**
 - Manage events for project including series of local Town Hall meetings including OC representatives
- **External Public Perception Audit**
 - Perform audit as directed by team
- **External Approval Agency Outreach as Needed**
 - Creation of outreach specific plan for implementation to support specific public meetings, forums and initiatives
- **Regular attendance at Project Meetings, BOD Meetings & Relevant Events**
- **General Strategic Counsel & Regular Meetings/Communication with MPWMD Board of Directors, Staff, Shareholders, and Project Partners**

Budget

Per the above outlined Scope of Work on the GWR Project, Thomas Brand Consulting, LLC proposes a contractual agreement not to exceed a total of \$54,000 starting 7/1/16 and includes all necessary administrative, support, specialized outreach and sub-contracted staff needed for the continued execution of the scope of work. This agreement shall remain in effect during and following any future mid-year or fiscal year budget adjustment periods to be additionally funded as agreed upon by both parties. All out of scope work unless otherwise agreed upon in writing by both parties shall be billed at \$150 per hour. The costs of any associated media buys or collateral production that would fall under the proposed Scope of Work will be determined upon examination of current programs.

The proposed contract does not include creative expenses such as graphic design, web development, photography, video production, any and all media buys and out of pocket expenses including travel/mileage, printing, postage and items associated with the production of events. Thomas Brand Consulting requires client approval for outside expenses greater than \$150.00.

Upon the approval of the of the agreed upon contract and any additional budget stipulations, work will start immediately and the initial payment will be due immediately. From that point forward, the client will be invoiced on the 1st of each month, payable within 30 days unless otherwise agreed to by both parties.

Addendum:

INSURANCE

- A. Consultant shall obtain and keep insurance policies in full force and effect for the following forms of coverage:
 1. Automobile liability including property damage and bodily injury with a combined single limit of \$300,000.
 2. Comprehensive General Liability (CGL) with a combined single limit of \$1,000,000
 3. Consultant shall add to his/her Comprehensive General Liability insurance policy a severability or interest clause or such similar wording if his/her policy does not automatically have this clause already written into it. Such language shall be similar to: "The insurance afforded applies separately to each insured against whom claim is made or suit is brought, including claims made or suits brought by

any person included within the persons insured provision of this insurance against any other such person or organization."

- B. Consultant shall provide photocopies of its current Automobile insurance policy [or policies], including endorsements thereto, or current certificates of insurance in lieu thereof, to MPWMD.
- C. Consultant shall provide notice to MPWMD of any cancellation or material change in insurance coverage where MPWMD has been named as an insured, such notice to be delivered to the MPWMD in accord with Section XV of this Agreement at least sixty (60) days before the effective date of such change or cancellation of insurance.
- D. Evidence acceptable to MPWMD that Consultant has complied with the provisions of this Section VII shall be provided to the MPWMD, prior to commencement of work under this Agreement.
- E. All policies carried by Consultant shall provide primary coverage instead of any and all other policies that may be in force. MPWMD shall not be responsible for any premium due for the insurance coverage specified in this Agreement.

Summary

Thomas Brand Consulting is uniquely positioned to serve as the public outreach agency/consultant, on behalf of the Monterey Peninsula Water Management District for the Pure Water Monterey Project. Thank you for the opportunity to submit our proposal, we truly look forward to assuring that the project is a viable piece of our water supply puzzle.

Acceptance of Proposal:

David J. Stoldt or Suresh Prasad
Monterey Peninsula Water Management District

Date

Stephen C. Thomas
Thomas Brand Consulting, LLC

Date

Operation and Maintenance Disbursements:

MPWMD transferred advances in the amount of \$2,763,000 from the Water Sales Revenue Account to the Carmel Area Wastewater District during this reporting period. Advance payments are provided in accordance with the terms and conditions of Section 5.5 (a) of the Operation and Maintenance Agreement.

As provided in the Water Purchase Agreement, the obligation of the District to make disbursements is a special obligation of the District, payable solely from net operating revenues of the project, monies in the Revenue Fund, and other funds described in the Trust Agreement. In no event, will disbursements be payable out of any funds or properties of the District other than such sources.

Principal and Interest on Certificates:

No principal payment was made by the Pebble Beach Company during this reporting period. The outstanding balance on the Certificates is currently \$15,800,000.

The interest rate on the Series 1992 Certificates was set initially at 2.30 percent per annum until December 16, 1992. On that date and weekly thereafter, so long as the certificates are in the variable mode, the Remarketing Agent, Stone & Youngberg, determines the rate of interest. Interest rates for this reporting period fluctuated between 0.03% and 0.52%.

On June 7, 2000, the Reclamation Management Committee noted that the Capital Interest Fund, used for payment of monthly interest on the outstanding certificates, would soon be exhausted. The Committee discussed the use of water sales revenue to make future interest payments. On July 3, 2000, the Reclamation Technical Advisory Committee affirmed the use of water sales revenue for interest payments when excess funds are available.

Effective July 1, 2013, the Reclamation Project water rates have been delinked from the California American Water Company potable rates. The rates are now set based on revenue requirement for the Project.

ADMINISTRATIVE COMMITTEE

11. CONSIDER ADOPTION OF TREASURER'S REPORT FOR MAY 2016

Meeting Date:	July 11, 2016	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 July 11, 2016 and recommended _____.

CEQA Compliance: N/A

SUMMARY: Exhibit 11-A comprises the Treasurer's Report for May 2016. Exhibit 11-B, Exhibit 11-C and Exhibit 11-D are listings of check disbursements for the period May 1-31, 2016. Check Nos. 25715 through 26072, the direct deposits of employee's paychecks, payroll tax deposits, and bank charges resulted in total disbursements for the period in the amount of \$487,271.16. That amount included \$60,464.81 for conservation rebates. Exhibit 11-E reflects the unaudited version of the financial statements for the month ending May 31, 2016.

RECOMMENDATION: District staff recommends adoption of the May 2016 Treasurer's Report and financial statements, and ratification of the disbursements made during the month. The Administrative Committee reviewed this item at its July 11, 2016 meeting and voted ___ to ___ to recommend _____.

EXHIBITS

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

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

<u>Description</u>	<u>Checking</u>	<u>MPWMD</u>		<u>Wells Fargo</u>	<u>MPWMD</u>	<u>PB</u>
		<u>Money Market</u>	<u>L.A.I.F.</u>			<u>Investments</u>
						<u>Money Market</u>
Beginning Balance	\$319,318.80	\$2,470,045.62	\$1,499,050.78	\$1,500,000.00	5,788,415.20	\$11,644.36
Transfer to/from LAIF		(700,000.00)	700,000.00		0.00	
Fee Deposits		104,629.72			104,629.72	318,590.19
Interest		76.04	-	-	76.04	2.12
Transfer-Money Market to Checking	\$200,000.00	(200,000.00)			0.00	
Transfer-Money Market to W/Fargo					0.00	
Transfer-W/Fargo to Money Market					0.00	
W/Fargo-Investment Purchase					0.00	
Transfer Ckg to MPWMD M/Mrkt					0.00	
MoCo Tax & WS Chg Installment Pymt					0.00	
Transfer to CAWD					0.00	(320,000.00)
Voided Cks					0.00	
Bank Corrections/Reversals/Errors		(105.00)			(105.00)	0.03
Bank Charges/Rtn'd Deposits/Other	(\$287.87)	(53.85)			(341.72)	(30.00)
Payroll Tax Deposits	-				0.00	
Payroll Checks/Direct Deposits	(123,001.03)				(123,001.03)	
General Checks	(337,685.54)				(337,685.54)	
Bank Draft Payments	(26,296.72)				(26,296.72)	
Ending Balance	\$32,047.64	\$1,674,592.53	\$2,199,050.78	\$1,500,000.00	\$5,405,690.95	\$10,206.70

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Check Report

By Check Number

Date Range: 05/01/2016 - 05/31/2016



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					
00166	Rickly Hydrological Co.	05/24/2016	Regular	0.00	-819.40	24938
00755	Peninsula Welding Supply, Inc.	05/10/2016	Regular	0.00	-54.00	25130
00254	MoCo Recorder	05/04/2016	Regular	0.00	61.00	25715
00254	MoCo Recorder	05/04/2016	Regular	0.00	35.00	25716
00254	MoCo Recorder	05/04/2016	Regular	0.00	61.00	25717
00254	MoCo Recorder	05/04/2016	Regular	0.00	29.00	25718
00254	MoCo Recorder	05/04/2016	Regular	0.00	35.00	25719
00249	A.G. Davi, LTD	05/06/2016	Regular	0.00	395.00	25764
00767	AFLAC	05/06/2016	Regular	0.00	1,289.16	25765
00253	AT&T	05/06/2016	Regular	0.00	132.04	25766
00253	AT&T	05/06/2016	Regular	0.00	860.35	25767
00236	AT&T Long Distance	05/06/2016	Regular	0.00	1.25	25768
09127	Ben Meadows	05/06/2016	Regular	0.00	317.84	25769
04042	Cabelas Government Outfitters	05/06/2016	Regular	0.00	222.92	25770
00252	Cal-Am Water	05/06/2016	Regular	0.00	87.03	25771
00252	Cal-Am Water	05/06/2016	Regular	0.00	179.38	25772
00252	Cal-Am Water	05/06/2016	Regular	0.00	96.72	25773
00243	CalPers Long Term Care Program	05/06/2016	Regular	0.00	40.56	25774
06003	Carmel Valley Chamber of Commerce	05/06/2016	Regular	0.00	210.00	25775
01001	CDW Government	05/06/2016	Regular	0.00	378.00	25776
00237	Chevron	05/06/2016	Regular	0.00	555.43	25777
00230	Cisco WebEx, LLC	05/06/2016	Regular	0.00	210.60	25778
06268	Comcast	05/06/2016	Regular	0.00	205.22	25779
00993	Harris Court Business Park	05/06/2016	Regular	0.00	721.26	25780
08929	HDR Engineering, Inc.	05/06/2016	Regular	0.00	8,953.60	25781
04717	Inder Osahan	05/06/2016	Regular	0.00	1,149.00	25782
08828	Johnson Construction	05/06/2016	Regular	0.00	4,715.00	25783
05371	June Silva	05/06/2016	Regular	0.00	372.68	25784
06745	KBA Docusys - Lease Payments	05/06/2016	Regular	0.00	946.13	25785
00769	Laborers Trust Fund of Northern CA	05/06/2016	Regular	0.00	26,664.00	25786
00242	MBAS	05/06/2016	Regular	0.00	880.00	25787
00154	Peninsula Messenger Service	05/06/2016	Regular	0.00	602.00	25788
00256	PERS Retirement	05/06/2016	Regular	0.00	13,878.79	25789
00282	PG&E	05/06/2016	Regular	0.00	390.42	25790
00282	PG&E	05/06/2016	Regular	0.00	1,959.30	25791
00262	Pure H2O	05/06/2016	Regular	0.00	64.49	25792
00166	Rickly Hydrological Co.	05/06/2016	Regular	0.00	2,022.52	25793
04709	Sherron Forsgren	05/06/2016	Regular	0.00	637.86	25794
09989	Star Sanitation Services	05/06/2016	Regular	0.00	114.11	25795
04341	State Board of Equalization	05/06/2016	Regular	0.00	973.00	25796
00286	Stephanie L Locke	05/06/2016	Regular	0.00	103.68	25797
00207	Universal Staffing Inc.	05/06/2016	Regular	0.00	1,622.40	25798
00221	Verizon Wireless	05/06/2016	Regular	0.00	583.64	25799
08105	Yolanda Munoz	05/06/2016	Regular	0.00	540.00	25800
00754	Zone24x7	05/06/2016	Regular	0.00	2,303.50	25801
01352	Dave Stoldt	05/10/2016	Regular	0.00	194.47	25802
00254	MoCo Recorder	05/12/2016	Regular	0.00	32.00	25806
00254	MoCo Recorder	05/12/2016	Regular	0.00	61.00	25807
00254	MoCo Recorder	05/12/2016	Regular	0.00	61.00	25808
00254	MoCo Recorder	05/12/2016	Regular	0.00	29.00	25809
00254	MoCo Recorder	05/12/2016	Regular	0.00	29.00	25810
00254	MoCo Recorder	05/12/2016	Regular	0.00	29.00	25811
00254	MoCo Recorder	05/12/2016	Regular	0.00	29.00	25812
00254	MoCo Recorder	05/12/2016	Regular	0.00	29.00	25813

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Date Range: 05/01/2016 - 05/31/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00254	MoCo Recorder	05/12/2016	Regular	0.00	29.00	25814
00254	MoCo Recorder	05/12/2016	Regular	0.00	29.00	25815
03966	ACWA (Memberships/Conferences/Publications	05/13/2016	Regular	0.00	445.00	25816
00763	ACWA-JPIA	05/13/2016	Regular	0.00	469.60	25817
04350	California Special Districts Assoc.	05/13/2016	Regular	0.00	100.00	25818
00243	CalPers Long Term Care Program	05/13/2016	Regular	0.00	40.56	25819
04041	Cynthia Schmidlin	05/13/2016	Regular	0.00	780.00	25820
07632	Debra Martin	05/13/2016	Regular	0.00	85.66	25821
00761	Delores Cofer	05/13/2016	Regular	0.00	405.00	25822
00267	Employment Development Dept.	05/13/2016	Regular	0.00	3,900.31	25823
00287	Eric Sandoval	05/13/2016	Regular	0.00	266.17	25824
07624	Franchise Tax Board	05/13/2016	Regular	0.00	85.99	25825
07624	Franchise Tax Board	05/13/2016	Regular	0.00	35.00	25826
00768	ICMA	05/13/2016	Regular	0.00	5,380.41	25827
06828	Jobs Available	05/13/2016	Regular	0.00	702.00	25828
00094	John Arriaga	05/13/2016	Regular	0.00	2,500.00	25829
00117	Marina Backflow Company	05/13/2016	Regular	0.00	60.00	25830
00259	Marina Coast Water District	05/13/2016	Regular	0.00	66.28	25831
00259	Marina Coast Water District	05/13/2016	Regular	0.00	255.27	25832
00242	MBAS	05/13/2016	Regular	0.00	465.00	25833
00118	Monterey Bay Carpet & Janitorial Svc	05/13/2016	Regular	0.00	1,000.00	25834
08006	Monterey County Sheriffs Office	05/13/2016	Regular	0.00	148.13	25835
04032	Normandeu Associates, Inc.	05/13/2016	Regular	0.00	8,521.94	25836
00225	Palace Office Supply	05/13/2016	Regular	0.00	93.95	25837
00755	Peninsula Welding Supply, Inc.	05/13/2016	Regular	0.00	108.00	25838
00282	PG&E	05/13/2016	Regular	0.00	9.56	25839
00282	PG&E	05/13/2016	Regular	0.00	48.34	25840
00282	PG&E	05/13/2016	Regular	0.00	21.38	25841
00229	Tyler Technologies	05/13/2016	Regular	0.00	2,937.50	25842
00269	U.S. Bank	05/13/2016	Regular	0.00	1,245.87	25843
11622	United States Geologic Survey	05/13/2016	Regular	0.00	25,000.00	25844
00207	Universal Staffing Inc.	05/13/2016	Regular	0.00	811.20	25845
00994	Whitson Engineers	05/13/2016	Regular	0.00	1,241.00	25846
00254	MoCo Recorder	05/18/2016	Regular	0.00	55.00	25847
00254	MoCo Recorder	05/18/2016	Regular	0.00	61.00	25848
00254	MoCo Recorder	05/18/2016	Regular	0.00	29.00	25849
00254	MoCo Recorder	05/18/2016	Regular	0.00	29.00	25850
00254	MoCo Recorder	05/18/2016	Regular	0.00	29.00	25851
00254	MoCo Recorder	05/18/2016	Regular	0.00	14.00	25852
00760	Andy Bell	05/19/2016	Regular	0.00	810.00	25853
01001	CDW Government	05/19/2016	Regular	0.00	74.79	25854
06268	Comcast	05/19/2016	Regular	0.00	209.97	25855
00192	Extra Space Storage	05/19/2016	Regular	0.00	716.00	25856
00986	Henrietta Stern	05/19/2016	Regular	0.00	1,149.00	25857
07415	Inca Landscape Management	05/19/2016	Regular	0.00	2,495.00	25858
00225	Palace Office Supply	05/19/2016	Regular	0.00	295.59	25859
00755	Peninsula Welding Supply, Inc.	05/19/2016	Regular	0.00	109.19	25860
00256	PERS Retirement	05/19/2016	Regular	0.00	13,894.65	25861
00282	PG&E	05/19/2016	Regular	0.00	10,908.21	25862
00282	PG&E	05/19/2016	Regular	0.00	7,694.19	25863
00752	Professional Liability Insurance Service	05/19/2016	Regular	0.00	38.95	25864
00234	Rapid Printers	05/19/2016	Regular	0.00	73.87	25865
00283	SHELL	05/19/2016	Regular	0.00	596.53	25866
01351	Staples Credit Plan	05/19/2016	Regular	0.00	123.48	25867
00286	Stephanie L Locke	05/19/2016	Regular	0.00	1,001.77	25868
04719	Telit Wireless Solutions	05/19/2016	Regular	0.00	143.10	25869
00258	Thomas Brand Consulting, LLC	05/19/2016	Regular	0.00	12,650.00	25870
00203	ThyssenKrup Elevator	05/19/2016	Regular	0.00	563.91	25871
00207	Universal Staffing Inc.	05/19/2016	Regular	0.00	811.20	25872
00271	UPEC, Local 792	05/19/2016	Regular	0.00	1,064.82	25873
09461	Water District jobs	05/19/2016	Regular	0.00	175.00	25874

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Check Report

Date Range: 05/01/2016 - 05/31/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
06009	yourservicesolution.com	05/19/2016	Regular	0.00	845.00	25875
00254	MoCo Recorder	05/23/2016	Regular	0.00	29.00	25876
00254	MoCo Recorder	05/26/2016	Regular	0.00	29.00	25882
00254	MoCo Recorder	05/26/2016	Regular	0.00	14.00	25883
00254	MoCo Recorder	05/26/2016	Regular	0.00	29.00	25884
00254	MoCo Recorder	05/26/2016	Regular	0.00	29.00	25885
00254	MoCo Recorder	05/26/2016	Regular	0.00	32.00	25886
00254	MoCo Recorder	05/26/2016	Regular	0.00	32.00	25887
00254	MoCo Recorder	05/26/2016	Regular	0.00	29.00	25888
00254	MoCo Recorder	05/26/2016	Regular	0.00	61.00	25889
00254	MoCo Recorder	05/26/2016	Regular	0.00	61.00	25890
00254	MoCo Recorder	05/26/2016	Regular	0.00	61.00	25891
01188	Alhambra	05/28/2016	Regular	0.00	188.26	25892
00253	AT&T	05/28/2016	Regular	0.00	715.88	25893
00253	AT&T	05/28/2016	Regular	0.00	83.72	25894
00036	Bill Parham	05/28/2016	Regular	0.00	650.00	25895
00252	Cal-Am Water	05/28/2016	Regular	0.00	179.42	25896
00024	Central Coast Exterminator	05/28/2016	Regular	0.00	104.00	25897
00028	Colantuono, Highsmith, & Whatley, PC	05/28/2016	Regular	0.00	1,787.00	25898
06001	Cypress Coast Ford	05/28/2016	Regular	0.00	653.35	25899
00267	Employment Development Dept.	05/28/2016	Regular	0.00	3,894.27	25900
00287	Eric Sandoval	05/28/2016	Regular	0.00	131.00	25901
07624	Franchise Tax Board	05/28/2016	Regular	0.00	85.99	25902
07624	Franchise Tax Board	05/28/2016	Regular	0.00	35.00	25903
00285	Gabby Ayala	05/28/2016	Regular	0.00	121.45	25904
00072	Goodin,MacBride,Squeri,Day,Lamprey	05/28/2016	Regular	0.00	7,482.40	25905
00993	Harris Court Business Park	05/28/2016	Regular	0.00	360.77	25906
00768	ICMA	05/28/2016	Regular	0.00	5,380.41	25907
00222	M.J. Murphy	05/28/2016	Regular	0.00	69.36	25908
01012	Mark Dudley	05/28/2016	Regular	0.00	337.46	25909
00223	Martins Irrigation Supply	05/28/2016	Regular	0.00	148.27	25910
04032	Normandeau Associates, Inc.	05/28/2016	Regular	0.00	20,098.15	25911
01005	OverWatch Systems, LTD	05/28/2016	Regular	0.00	680.10	25912
00256	PERS Retirement	05/28/2016	Regular	0.00	13,894.65	25913
00282	PG&E	05/28/2016	Regular	0.00	14.53	25914
00159	Pueblo Water Resources, Inc.	05/28/2016	Regular	0.00	10,541.11	25915
00251	Rick Dickhaut	05/28/2016	Regular	0.00	1,023.00	25916
00166	Rickly Hydrological Co.	05/28/2016	Regular	0.00	819.40	25917
00176	Sentry Alarm Systems	05/28/2016	Regular	0.00	215.50	25918
09989	Star Sanitation Services	05/28/2016	Regular	0.00	99.61	25919
03973	Stephanie Kister	05/28/2016	Regular	0.00	410.47	25920
00286	Stephanie L Locke	05/28/2016	Regular	0.00	403.38	25921
09351	Tetra Tech, Inc.	05/28/2016	Regular	0.00	12,812.33	25922
00229	Tyler Technologies	05/28/2016	Regular	0.00	875.00	25923
00207	Universal Staffing Inc.	05/28/2016	Regular	0.00	811.20	25924
05378	Water Awareness Committee	05/28/2016	Regular	0.00	2,000.00	25925
08105	Yolanda Munoz	05/28/2016	Regular	0.00	540.00	25926

Payment Type	Bank Code APBNK		Summary	
	Payable Count	Payment Count	Discount	Payment
Regular Checks	192	160	0.00	278,094.13
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-873.40
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	192	162	0.00	277,220.73

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Date Range: 05/01/2016 - 05/31/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: REBATES-02-Rebates: Use Only For Rebates						
05345	Cynthia Tiberend	05/06/2016	Regular	0.00	-500.00	16582
11657	BARBARA ORR	05/06/2016	Regular	0.00	500.00	25720
11645	BEVERLY PACANSKY	05/06/2016	Regular	0.00	500.00	25721
11661	BURKHARD SIEDHOFF	05/06/2016	Regular	0.00	261.00	25722
05345	Cynthia Tiberend	05/06/2016	Regular	0.00	500.00	25723
11636	DANA ABER	05/06/2016	Regular	0.00	100.00	25724
11647	DAVID GIANNETTO	05/06/2016	Regular	0.00	500.00	25725
11635	DEANNA KERN	05/06/2016	Regular	0.00	100.00	25726
11633	DINAH HUBERT	05/06/2016	Regular	0.00	98.00	25727
11649	DINAH HUBERT	05/06/2016	Regular	0.00	500.00	25728
11665	ED Flatley	05/06/2016	Regular	0.00	600.00	25729
11648	GORDON PARKER	05/06/2016	Regular	0.00	500.00	25730
11666	GROVE COLONY HOA	05/06/2016	Regular	0.00	800.00	25731
11625	HAROLD STOFFEL	05/06/2016	Regular	0.00	500.00	25732
11634	HENRY TENG	05/06/2016	Regular	0.00	300.00	25733
11653	HILARIO VERA	05/06/2016	Regular	0.00	500.00	25734
11667	HIRDESH CHAND	05/06/2016	Regular	0.00	100.00	25735
11632	Jane W. Hunter	05/06/2016	Regular	0.00	100.00	25736
11639	JANIE SILVERIA	05/06/2016	Regular	0.00	125.00	25737
11644	JAY ONO	05/06/2016	Regular	0.00	500.00	25738
11664	Jeff Tucker	05/06/2016	Regular	0.00	500.00	25739
11652	Jessica Varnum	05/06/2016	Regular	0.00	500.00	25740
11637	Jim & Viveca Lohr	05/06/2016	Regular	0.00	100.00	25741
11654	John P. McCray	05/06/2016	Regular	0.00	500.00	25742
11641	KEN NIXON	05/06/2016	Regular	0.00	125.00	25743
11651	KERRY HOLDEN	05/06/2016	Regular	0.00	500.00	25744
11642	Kristin Ramsden	05/06/2016	Regular	0.00	500.00	25745
11658	LINDA KAREN BAXTER	05/06/2016	Regular	0.00	500.00	25746
11627	LINDA ROCKETT	05/06/2016	Regular	0.00	100.00	25747
11655	LISA DE MARIGNAC	05/06/2016	Regular	0.00	500.00	25748
11631	Matthew Glasby	05/06/2016	Regular	0.00	700.00	25749
11640	NADIA MANSOUR	05/06/2016	Regular	0.00	500.00	25750
11659	Nicole Litterine	05/06/2016	Regular	0.00	500.00	25751
11626	PHYLLIS H CHINN	05/06/2016	Regular	0.00	100.00	25752
11663	RICHARD CLINE	05/06/2016	Regular	0.00	100.00	25753
11660	Robert D. McCormick	05/06/2016	Regular	0.00	2,625.00	25754
11630	SHIRLEY CHANG	05/06/2016	Regular	0.00	100.00	25755
11628	SIGRID A STOKES	05/06/2016	Regular	0.00	100.00	25756
11650	Soyoung Ahn	05/06/2016	Regular	0.00	500.00	25757
11643	Steven Cusack	05/06/2016	Regular	0.00	500.00	25758
11662	SUSAN KENDALL	05/06/2016	Regular	0.00	200.00	25759
11629	TERRY CHENEY	05/06/2016	Regular	0.00	100.00	25760
11656	Thomas McClung	05/06/2016	Regular	0.00	500.00	25761
11638	TOM HEWITT	05/06/2016	Regular	0.00	125.00	25762
11646	WARD JENNINGS	05/06/2016	Regular	0.00	500.00	25763
11814	A.G. Davi Property Management	05/31/2016	Regular	0.00	100.00	25927
11805	AILEEN TURNER BJARNASON	05/31/2016	Regular	0.00	500.00	25928
11755	ALEJANDRO COATU	05/31/2016	Regular	0.00	500.00	25929
11803	Amanda Benavides	05/31/2016	Regular	0.00	500.00	25930
11782	Angelo Tringali	05/31/2016	Regular	0.00	100.00	25931
11711	ANTONIA SALIMENTO	05/31/2016	Regular	0.00	200.00	25932
11758	Aram Karabetyan	05/31/2016	Regular	0.00	500.00	25933
11747	Athena Arias	05/31/2016	Regular	0.00	500.00	25934
11675	BERT CUTINO	05/31/2016	Regular	0.00	200.00	25935
11728	BONGMYOUNG PARK	05/31/2016	Regular	0.00	596.00	25936
11727	BRUCE & HILARY ROBERTSON	05/31/2016	Regular	0.00	149.00	25937
11768	CARA WILSON	05/31/2016	Regular	0.00	150.00	25938
11781	Carol Evans	05/31/2016	Regular	0.00	149.00	25939
11720	CATHERINE AIELLO	05/31/2016	Regular	0.00	149.00	25940
11754	CELESTE FALOR	05/31/2016	Regular	0.00	500.00	25941

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Date Range: 05/01/2016 - 05/31/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
11742	CHARMAINE FELTON	05/31/2016	Regular	0.00	125.00	25942
11762	CHRIS JULIAN	05/31/2016	Regular	0.00	500.00	25943
11784	CHRISTOPHER M & JENNIFER A CRYNS	05/31/2016	Regular	0.00	100.00	25944
11775	CINDY GOGGIA	05/31/2016	Regular	0.00	298.00	25945
11680	Colleen Sullivan	05/31/2016	Regular	0.00	100.00	25946
11759	Cyndi Bonetti	05/31/2016	Regular	0.00	500.00	25947
11710	CYNTHIA RUSSELL	05/31/2016	Regular	0.00	447.00	25948
11735	DALE BROTT	05/31/2016	Regular	0.00	149.00	25949
11813	Daniel Peterson	05/31/2016	Regular	0.00	500.00	25950
11752	Daniella Avila	05/31/2016	Regular	0.00	500.00	25951
11679	DARIAN HOUDE	05/31/2016	Regular	0.00	100.00	25952
11792	Deborah Housman	05/31/2016	Regular	0.00	100.00	25953
11723	DEBRA WEAKLEY	05/31/2016	Regular	0.00	298.00	25954
11689	DENNIS & LINDA LAW	05/31/2016	Regular	0.00	100.00	25955
11724	DENNIS FLANARY	05/31/2016	Regular	0.00	368.20	25956
11749	DESIREE ALBERT	05/31/2016	Regular	0.00	500.00	25957
11760	DIANE DE LORIMIER	05/31/2016	Regular	0.00	500.00	25958
11816	Don Kim	05/31/2016	Regular	0.00	804.63	25959
11686	DON SMYTHE	05/31/2016	Regular	0.00	100.00	25960
11817	DONALD & NANCY COOPER	05/31/2016	Regular	0.00	500.00	25961
11676	DONG H NGUYEN	05/31/2016	Regular	0.00	89.00	25962
11712	DOUGLAS McKNIGHT	05/31/2016	Regular	0.00	298.00	25963
11718	EDGARD COLY	05/31/2016	Regular	0.00	149.00	25964
11770	EDWARD DE VASCONCELOS	05/31/2016	Regular	0.00	596.00	25965
11791	ERIC GOREN	05/31/2016	Regular	0.00	298.00	25966
11783	EUGENE M KRUSE & SANDRA L PIKE	05/31/2016	Regular	0.00	149.00	25967
11802	FELIX COLELLO	05/31/2016	Regular	0.00	500.00	25968
11801	FELIX COLELLO	05/31/2016	Regular	0.00	500.00	25969
11702	FRANK & PHYLLIS CAMPO	05/31/2016	Regular	0.00	149.00	25970
11700	FRANK & PHYLLIS CAMPO	05/31/2016	Regular	0.00	149.00	25971
11740	FRANK & VIVIAN SARUBBI	05/31/2016	Regular	0.00	125.00	25972
11709	FRED LAWSON	05/31/2016	Regular	0.00	149.00	25973
11793	GERALDINE WEST	05/31/2016	Regular	0.00	100.00	25974
11713	GLENN CLAYTON	05/31/2016	Regular	0.00	149.00	25975
11698	GLENN KEHRER	05/31/2016	Regular	0.00	149.00	25976
11763	GORDON SCHACHER	05/31/2016	Regular	0.00	500.00	25977
11695	Greg & Martha Lehman	05/31/2016	Regular	0.00	298.00	25978
11810	GREGORY THOMPSON	05/31/2016	Regular	0.00	105.00	25979
11697	Hai deng HARRIS	05/31/2016	Regular	0.00	298.00	25980
11687	Heather Summers	05/31/2016	Regular	0.00	98.00	25981
11707	HILARIO RAMIREZ	05/31/2016	Regular	0.00	149.00	25982
11811	Iran Arellanes	05/31/2016	Regular	0.00	149.00	25983
11766	J RICHARD & RACHAEL KEHOE	05/31/2016	Regular	0.00	210.00	25984
11705	JACK AIELLO	05/31/2016	Regular	0.00	149.00	25985
11730	JACK E ENGLISH	05/31/2016	Regular	0.00	298.00	25986
11672	JAMES LEINENKUGEL	05/31/2016	Regular	0.00	200.00	25987
11797	JANE GINGERICH	05/31/2016	Regular	0.00	625.00	25988
11738	JASON MCFADDEN	05/31/2016	Regular	0.00	125.00	25989
11690	JAY LEE	05/31/2016	Regular	0.00	149.00	25990
11746	JEAN MENDEZ	05/31/2016	Regular	0.00	125.00	25991
11677	JEANETTE KING	05/31/2016	Regular	0.00	200.00	25992
11736	JEFF ZISCHKE	05/31/2016	Regular	0.00	149.00	25993
11721	JENNIFER CONRAD	05/31/2016	Regular	0.00	298.00	25994
11787	JEREMY SAVILLE	05/31/2016	Regular	0.00	149.00	25995
11750	JOE GRAMMATICO	05/31/2016	Regular	0.00	500.00	25996
11714	JOEL ROSENTHAL	05/31/2016	Regular	0.00	149.00	25997
11796	John Carminati	05/31/2016	Regular	0.00	678.00	25998
11744	JOHN GRADIS	05/31/2016	Regular	0.00	125.00	25999
11716	JOHN ROBBINS	05/31/2016	Regular	0.00	149.00	26000
11771	JOHN WAGNER	05/31/2016	Regular	0.00	100.00	26001
11769	Joseph P Damico	05/31/2016	Regular	0.00	100.00	26002

EXHIBIT 11-B

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Check Report

Date Range: 05/01/2016 - 05/31/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
11812	Josephine Moseley	05/31/2016	Regular	0.00	149.00	26003
11764	JOSHUA GORDIS	05/31/2016	Regular	0.00	500.00	26004
11708	JOY DESMARAIS	05/31/2016	Regular	0.00	149.00	26005
11794	JUANITA RUSSO	05/31/2016	Regular	0.00	100.00	26006
11696	JULIE BROWN	05/31/2016	Regular	0.00	425.00	26007
11731	JULIE WOOTEN	05/31/2016	Regular	0.00	149.00	26008
11673	JUVENAL LOPEZ FLORES	05/31/2016	Regular	0.00	298.00	26009
11699	KEN ROCKEFELLER	05/31/2016	Regular	0.00	149.00	26010
11798	KENNETH E BROWN	05/31/2016	Regular	0.00	125.00	26011
11733	KIRKR BUSSE	05/31/2016	Regular	0.00	149.00	26012
11789	KISHORE NARGUNDKAR	05/31/2016	Regular	0.00	100.00	26013
11800	Kyle S. Van Houtan	05/31/2016	Regular	0.00	500.00	26014
11788	LANA L PRICE	05/31/2016	Regular	0.00	98.00	26015
11717	LARRY D MCCORMICK	05/31/2016	Regular	0.00	149.00	26016
11761	LEE WOLFER	05/31/2016	Regular	0.00	500.00	26017
11674	LINDSAY DPENHA	05/31/2016	Regular	0.00	825.00	26018
11745	LORRAINE SCHULTE	05/31/2016	Regular	0.00	125.00	26019
11682	MARIA DOLORES JEREZ-MOYA	05/31/2016	Regular	0.00	99.00	26020
11694	MARILYN A CHURILLA TR	05/31/2016	Regular	0.00	100.00	26021
11772	MARK SWADE	05/31/2016	Regular	0.00	2,500.00	26022
11767	MARY BARIBEAU	05/31/2016	Regular	0.00	205.00	26023
11693	MARY BARIBEAU	05/31/2016	Regular	0.00	149.00	26024
11691	MARY BEGTRUP	05/31/2016	Regular	0.00	100.00	26025
11684	MARY CLAYPOOL	05/31/2016	Regular	0.00	100.00	26026
11683	MARY CLAYPOOL	05/31/2016	Regular	0.00	100.00	26027
11799	MARYANNA W. STAHL	05/31/2016	Regular	0.00	500.00	26028
11748	MATTHEW NITENSON	05/31/2016	Regular	0.00	500.00	26029
11751	MONICA ARELLANO	05/31/2016	Regular	0.00	500.00	26030
11815	MONTEREY PENINSULA VOLUNTEER SERVICES INC	05/31/2016	Regular	0.00	99.00	26031
11773	NANCY FLETCHER	05/31/2016	Regular	0.00	500.00	26032
11741	NELL CARLSON	05/31/2016	Regular	0.00	125.00	26033
11808	NINA MILLER	05/31/2016	Regular	0.00	500.00	26034
11681	NORMA J KELEHER	05/31/2016	Regular	0.00	100.00	26035
11706	PAUL N REILLY	05/31/2016	Regular	0.00	149.00	26036
11737	PAULA CRIVELLO	05/31/2016	Regular	0.00	500.00	26037
11790	PETER & DEBORAH STERN	05/31/2016	Regular	0.00	300.00	26038
11785	Peter & June Chu	05/31/2016	Regular	0.00	100.00	26039
11692	PETER HILLER	05/31/2016	Regular	0.00	298.00	26040
11780	PROVIDENCE A MONEY	05/31/2016	Regular	0.00	149.00	26041
11726	RAFAEL MENDEZ	05/31/2016	Regular	0.00	149.00	26042
11678	Richard Hobbie	05/31/2016	Regular	0.00	100.00	26043
11739	RICHARD LAUSTEN	05/31/2016	Regular	0.00	125.00	26044
11756	RICHARD STILES	05/31/2016	Regular	0.00	500.00	26045
11722	ROBERT BELTER	05/31/2016	Regular	0.00	596.00	26046
11804	Robert Conant	05/31/2016	Regular	0.00	500.00	26047
11743	ROBERT VIETH	05/31/2016	Regular	0.00	125.00	26048
11774	ROBERTO ISIDRO	05/31/2016	Regular	0.00	149.00	26049
11729	ROBERTO KOSAKA	05/31/2016	Regular	0.00	298.00	26050
11795	RODERICK L & SUZANNE M DEWAR TRS	05/31/2016	Regular	0.00	100.00	26051
11688	ROSLYN FLYER	05/31/2016	Regular	0.00	100.00	26052
11732	RUMIKO SHIROKOW	05/31/2016	Regular	0.00	149.00	26053
11734	SAMUEL BUTTREY	05/31/2016	Regular	0.00	149.00	26054
11786	SARA MICHAS-MARTIN	05/31/2016	Regular	0.00	700.00	26055
11806	Sierra Enrique	05/31/2016	Regular	0.00	500.00	26056
11779	SIEUN LEE	05/31/2016	Regular	0.00	800.00	26057
11715	SONYA WONG	05/31/2016	Regular	0.00	149.00	26058
11765	STEVAN HORVATH	05/31/2016	Regular	0.00	500.00	26059
11701	STEVE MOULTON	05/31/2016	Regular	0.00	149.00	26060
11704	STEVE MOULTON	05/31/2016	Regular	0.00	149.00	26061
11703	STEVE MOULTON	05/31/2016	Regular	0.00	149.00	26062
11809	SUSAN ROGAN	05/31/2016	Regular	0.00	500.00	26063

EXHIBIT 11-B

Check Report

Date Range: 05/01/2016 - 05/31/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
11777	THOMAS MC KINNEY	05/31/2016	Regular	0.00	474.99	26064
11807	TIMOTHY & MARIAN HRUSA	05/31/2016	Regular	0.00	500.00	26065
11725	TOM RICHARDS	05/31/2016	Regular	0.00	149.00	26066
11778	TOM TUCKER	05/31/2016	Regular	0.00	200.00	26067
11719	TRACI DAVIS	05/31/2016	Regular	0.00	298.00	26068
11757	VICTOR & KELLY DAVI	05/31/2016	Regular	0.00	479.99	26069
11685	Walter McDonnell	05/31/2016	Regular	0.00	200.00	26070
11753	XAVIER RODRIGUEZ	05/31/2016	Regular	0.00	500.00	26071
11776	YANIRA PEREIRA	05/31/2016	Regular	0.00	298.00	26072

Bank Code REBATES-02 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	190	190	0.00	60,964.81
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-500.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	190	191	0.00	60,464.81

Fund Summary

Fund	Name	Period	Amount
99	POOL CASH FUND	5/2016	337,685.54
			<hr/>
			337,685.54

EXHIBIT 11-C

Payroll Bank Transaction Report - MPWMD



Monterey Peninsula Water Management Dist

By Payment Number

Date: 5/1/2016 - 5/31/2016

Payroll Set: 01 - Monterey Peninsula Water Management District

Payment Number	Payment Date	Payment Type	Employee Number	Employee Name	Check Amount	Direct Deposit Amount	Total Payment
2223	05/13/2016	Regular	1024	Stoldt, David J	0.00	5,913.84	5,913.84
2224	05/13/2016	Regular	1025	Tavani, Arlene M	0.00	1,899.86	1,899.86
2225	05/13/2016	Regular	1006	Dudley, Mark A	0.00	2,878.01	2,878.01
2226	05/13/2016	Regular	1039	Flores, Elizabeth	0.00	1,804.57	1,804.57
2227	05/13/2016	Regular	1018	Prasad, Suresh	0.00	3,583.00	3,583.00
2228	05/13/2016	Regular	1019	Reyes, Sara C	0.00	1,856.04	1,856.04
2229	05/13/2016	Regular	1020	Sandoval, Eric J	0.00	1,933.31	1,933.31
2230	05/13/2016	Regular	1021	Schmidlin, Cynthia L	0.00	1,802.01	1,802.01
2231	05/13/2016	Regular	1022	Soto, Paula	0.00	1,420.10	1,420.10
2232	05/13/2016	Regular	1002	Bekker, Mark	0.00	1,627.15	1,627.15
2233	05/13/2016	Regular	1005	Christensen, Thomas T	0.00	2,548.31	2,548.31
2234	05/13/2016	Regular	1008	Hampson, Larry M	0.00	3,199.25	3,199.25
2235	05/13/2016	Regular	1013	Lyons, Matthew J	0.00	1,602.65	1,602.65
2236	05/13/2016	Regular	1023	Stern, Henrietta L	0.00	160.66	160.66
2237	05/13/2016	Regular	6028	Atkins, Daniel N	0.00	437.22	437.22
2238	05/13/2016	Regular	1004	Chaney, Beverly M	0.00	2,177.57	2,177.57
2239	05/13/2016	Regular	1007	Hamilton, Cory R	0.00	2,028.05	2,028.05
2240	05/13/2016	Regular	1009	James, Gregory W	0.00	2,932.79	2,932.79
2241	05/13/2016	Regular	6034	Kleven, Alana K	0.00	197.40	197.40
2242	05/13/2016	Regular	1011	Lear, Jonathan P	0.00	2,731.28	2,731.28
2243	05/13/2016	Regular	1012	Lindberg, Thomas L	0.00	2,156.93	2,156.93
2244	05/13/2016	Regular	1016	Oliver, Joseph W	0.00	2,645.69	2,645.69
2245	05/13/2016	Regular	1026	Urquhart, Kevan A	0.00	1,868.33	1,868.33
2246	05/13/2016	Regular	1001	Ayala, Gabriela D	0.00	1,653.91	1,653.91
2247	05/13/2016	Regular	1041	Gonnerman, Maryan C	0.00	1,507.97	1,507.97
2248	05/13/2016	Regular	1010	Kister, Stephanie L	0.00	1,838.32	1,838.32
2249	05/13/2016	Regular	1017	Locke, Stephanie L	0.00	2,686.68	2,686.68
2250	05/13/2016	Regular	1014	Martin, Debra S	0.00	1,668.84	1,668.84
2251	05/27/2016	Regular	1024	Stoldt, David J	0.00	5,913.84	5,913.84
2252	05/27/2016	Regular	1025	Tavani, Arlene M	0.00	1,899.87	1,899.87
2253	05/27/2016	Regular	1006	Dudley, Mark A	0.00	2,878.01	2,878.01
2254	05/27/2016	Regular	1039	Flores, Elizabeth	0.00	1,941.67	1,941.67
2255	05/27/2016	Regular	1018	Prasad, Suresh	0.00	3,583.00	3,583.00
2256	05/27/2016	Regular	1019	Reyes, Sara C	0.00	1,856.02	1,856.02
2257	05/27/2016	Regular	1020	Sandoval, Eric J	0.00	1,933.31	1,933.31
2258	05/27/2016	Regular	1021	Schmidlin, Cynthia L	0.00	1,802.01	1,802.01
2259	05/27/2016	Regular	1002	Bekker, Mark	0.00	1,627.14	1,627.14
2260	05/27/2016	Regular	1005	Christensen, Thomas T	0.00	2,548.31	2,548.31
2261	05/27/2016	Regular	1008	Hampson, Larry M	0.00	3,199.25	3,199.25
2262	05/27/2016	Regular	1013	Lyons, Matthew J	0.00	1,602.65	1,602.65
2263	05/27/2016	Regular	1023	Stern, Henrietta L	0.00	380.95	380.95
2264	05/27/2016	Regular	6028	Atkins, Daniel N	0.00	370.41	370.41
2265	05/27/2016	Regular	1004	Chaney, Beverly M	0.00	2,177.57	2,177.57
2266	05/27/2016	Regular	1007	Hamilton, Cory R	0.00	2,028.05	2,028.05
2267	05/27/2016	Regular	1009	James, Gregory W	0.00	2,932.79	2,932.79
2268	05/27/2016	Regular	6034	Kleven, Alana K	0.00	161.21	161.21
2269	05/27/2016	Regular	1011	Lear, Jonathan P	0.00	2,731.28	2,731.28
2270	05/27/2016	Regular	1012	Lindberg, Thomas L	0.00	2,156.93	2,156.93
2271	05/27/2016	Regular	1016	Oliver, Joseph W	0.00	2,645.69	2,645.69
2272	05/27/2016	Regular	1026	Urquhart, Kevan A	0.00	1,868.33	1,868.33
2273	05/27/2016	Regular	1001	Ayala, Gabriela D	0.00	1,653.91	1,653.91
2274	05/27/2016	Regular	1041	Gonnerman, Maryan C	0.00	1,507.97	1,507.97
2275	05/27/2016	Regular	1010	Kister, Stephanie L	0.00	1,868.84	1,868.84
2276	05/27/2016	Regular	1017	Locke, Stephanie L	0.00	2,686.68	2,686.68
2277	05/27/2016	Regular	1014	Martin, Debra S	0.00	1,816.97	1,816.97
25803	05/13/2016	Regular	6007	Delay, Thomas E	204.32	0.00	204.32
25804	05/13/2016	Regular	6033	Suwada, Joseph	158.53	0.00	158.53

EXHIBIT 11-C

Payment Number	Payment Date	Payment Type	Employee Number	Employee Name	Check Amount	Direct Deposit Amount	Total Payment
25805	05/13/2016	Regular	1040	Smith, Kyle	1,472.52	0.00	1,472.52
25877	05/27/2016	Regular	1022	Soto, Paula	0.01	1,420.09	1,420.10
25878	05/27/2016	Regular	6007	Delay, Thomas E	54.48	0.00	54.48
25879	05/27/2016	Regular	6004	Malloway, Geoffrey J	1,106.76	0.00	1,106.76
25880	05/27/2016	Regular	6033	Suwada, Joseph	579.40	0.00	579.40
25881	05/27/2016	Regular	1040	Smith, Kyle	1,472.52	0.00	1,472.52
Totals:					5,048.54	117,952.49	123,001.03



Monterey Peninsula Water Management Dist

Bank Transaction Report

Transaction Detail

Issued Date Range: 05/01/2016 - 05/31/2016

Cleared Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
Bank Account: 111 - Bank of America Checking - 0000 8170 8210							
05/13/2016	05/31/2016	DFT0000733	I.R.S.	Accounts Payable	Cleared	Bank Draft	-10,551.79
05/13/2016	05/31/2016	DFT0000734	I.R.S.	Accounts Payable	Cleared	Bank Draft	-2,261.20
05/13/2016	05/31/2016	DFT0000735	I.R.S.	Accounts Payable	Cleared	Bank Draft	-168.26
05/16/2016	05/31/2016	SVC0000081	To Post May/16 Bank Charge	General Ledger	Cleared	Service Charge	-287.87
05/27/2016	05/31/2016	DFT0000737	I.R.S.	Accounts Payable	Cleared	Bank Draft	-10,608.59
05/27/2016	05/31/2016	DFT0000738	I.R.S.	Accounts Payable	Cleared	Bank Draft	-2,314.92
05/27/2016	05/31/2016	DFT0000739	I.R.S.	Accounts Payable	Cleared	Bank Draft	-391.96
Bank Account 111 Total: (7)							-26,584.59
Report Total: (7)							-26,584.59

EXHIBIT 11-D

Bank Transaction Report

Summary

Bank Account	Count	Amount
111 Bank of America Checking - 0000 8170 8210	7	-26,584.59
Report Total:	7	-26,584.59

Cash Account	Count	Amount
99 99-10-100100 Pool Cash Account	7	-26,584.59
Report Total:	7	-26,584.59

Transaction Type	Count	Amount
Bank Draft	6	-26,296.72
Service Charge	1	-287.87
Report Total:	7	-26,584.59



Monterey Peninsula Water Management Dist

Statement of Revenue Over Expense - No Decimals
Group Summary

For Fiscal: 2015-2016 Period Ending: 05/31/2016

Level...	May Activity	May Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
Revenue								
R100 - Water Supply Charge	0	283,220	-283,220	0.00 %	3,336,701	3,400,000	-63,299	-98.14 %
R110 - Mitigation Revenue	0	200,920	-200,920	0.00 %	1,593,591	2,412,000	-818,409	-66.07 %
R120 - Property Taxes Revenues	0	130,781	-130,781	0.00 %	1,665,576	1,570,000	95,576	-106.09 %
R130 - User Fees	3,944	6,248	-2,304	-63.12 %	42,472	75,000	-32,529	-56.63 %
R140 - Connection Charges	18,333	14,578	3,755	-125.76 %	477,056	175,000	302,056	-272.60 %
R150 - Permit Processing Fee	15,037	14,578	460	-103.15 %	146,819	175,000	-28,181	-83.90 %
R160 - Well Registration Fee	25	167	-142	-15.01 %	675	2,000	-1,325	-33.75 %
R180 - River Work Permit Application	0	0	0	0.00 %	75	0	75	0.00 %
R190 - WDS Permits Rule 21	3,200	4,665	-1,465	-68.60 %	47,843	56,000	-8,157	-85.43 %
R200 - Recording Fees	722	666	56	-108.34 %	10,652	8,000	2,652	-133.15 %
R210 - Legal Fees	114	1,250	-1,136	-9.12 %	2,614	15,000	-12,386	-17.43 %
R220 - Copy Fee	3	0	3	0.00 %	99	0	99	0.00 %
R230 - Miscellaneous - Other	4,632	1,250	3,383	-370.72 %	12,552	15,000	-2,448	-83.68 %
R240 - Insurance Refunds	0	0	0	0.00 %	1,352	0	1,352	0.00 %
R250 - Interest Income	76	1,250	-1,173	-6.09 %	20,681	15,000	5,681	-137.88 %
R260 - CAW - ASR	0	23,566	-23,566	0.00 %	0	282,900	-282,900	0.00 %
R265 - CAW - Los Padres Reimbursement	0	49,980	-49,980	0.00 %	0	600,000	-600,000	0.00 %
R270 - CAW - Rebates	58,620	58,310	310	-100.53 %	579,431	700,000	-120,569	-82.78 %
R280 - CAW - Conservation	0	19,326	-19,326	0.00 %	0	232,000	-232,000	0.00 %
R290 - CAW - Miscellaneous	0	583	-583	0.00 %	0	7,000	-7,000	0.00 %
R300 - Watermaster	0	5,848	-5,848	0.00 %	39,709	70,200	-30,491	-56.57 %
R305 - City of Seaside - Rebates	0	1,666	-1,666	0.00 %	0	20,000	-20,000	0.00 %
R310 - Other Reimbursements	0	5,415	-5,415	0.00 %	0	65,000	-65,000	0.00 %
R320 - Grants	0	22,908	-22,908	0.00 %	197,519	275,000	-77,481	-71.83 %
R510 - Operating Reserve	0	270,009	-270,009	0.00 %	0	3,241,400	-3,241,400	0.00 %
Total Revenue:	104,706	1,117,178	-1,012,472	-9.37 %	8,175,418	13,411,500	-5,236,082	-60.96 %

EXHIBIT 11-E**Statement of Revenue Over Expense - No Decimals**

For Fiscal: 2015-2016 Period Ending: 05/31/2016

Level...	May Activity	May Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
Expense								
Level1: 100 - Personnel Costs								
1100 - Salaries & Wages	175,844	197,838	21,994	88.88 %	2,144,133	2,375,000	230,867	90.28 %
1110 - Manager's Auto Allowance	462	500	38	92.34 %	5,538	6,000	462	92.30 %
1120 - Manager's Deferred Comp	631	650	19	97.08 %	7,508	7,800	292	96.25 %
1130 - Unemployment Compensation	0	250	250	0.00 %	670	3,000	2,330	22.34 %
1140 - Insurance Opt-Out Supplemental	1,414	1,583	169	89.34 %	16,431	19,000	2,569	86.48 %
1150 - Temporary Personnel	4,056	5,914	1,858	68.58 %	48,147	71,000	22,853	67.81 %
1160 - PERS Retirement	17,250	33,811	16,561	51.02 %	384,006	405,900	21,894	94.61 %
1170 - Medical Insurance	25,417	25,865	448	98.27 %	281,768	310,500	28,732	90.75 %
1180 - Medical Insurance - Retirees	6,087	4,798	-1,288	126.85 %	55,909	57,600	1,691	97.06 %
1190 - Workers Compensation	3,306	3,524	218	93.83 %	39,289	42,300	3,011	92.88 %
1200 - Life Insurance	409	458	50	89.16 %	4,767	5,500	733	86.67 %
1210 - Long Term Disability Insurance	1,121	1,166	45	96.13 %	12,037	14,000	1,963	85.98 %
1220 - Short Term Disability Insurance	223	250	27	89.07 %	2,379	3,000	621	79.30 %
1260 - Employee Assistance Program	66	100	34	65.82 %	738	1,200	462	61.46 %
1270 - FICA Tax Expense	422	400	-23	105.64 %	4,408	4,800	392	91.84 %
1280 - Medicare Tax Expense	2,321	2,907	586	79.85 %	27,990	34,900	6,910	80.20 %
1290 - Staff Development & Training	1,054	2,716	1,662	38.81 %	8,279	32,600	24,321	25.40 %
1300 - Conference Registration	0	267	267	0.00 %	2,545	3,200	655	79.53 %
1310 - Professional Dues	385	225	-160	171.18 %	2,288	2,700	413	84.72 %
1320 - Personnel Recruitment	175	417	242	42.02 %	7,961	5,000	-2,961	159.22 %
Total Level1: 100 - Personnel Costs:	240,641	283,636	42,995	84.84 %	3,056,790	3,405,000	348,210	89.77 %
Level1: 200 - Supplies and Services								
2000 - Board Member Compensation	2,295	3,082	787	74.46 %	22,820	37,000	14,180	61.68 %
2020 - Board Expenses	0	333	333	0.00 %	9,462	4,000	-5,462	236.56 %
2040 - Rent	1,761	1,966	205	89.58 %	18,747	23,600	4,853	79.44 %
2060 - Utilities	2,655	3,199	544	82.99 %	30,363	38,400	8,037	79.07 %
2120 - Insurance Expense	3,517	3,749	231	93.83 %	39,377	45,000	5,623	87.50 %
2130 - Membership Dues	2,000	2,291	291	87.31 %	25,354	27,500	2,146	92.20 %
2140 - Bank Charges	453	292	-161	155.20 %	4,594	3,500	-1,094	131.25 %
2150 - Office Supplies	1,921	1,358	-563	141.47 %	11,624	16,300	4,676	71.31 %
2160 - Courier Expense	1,221	666	-555	183.22 %	7,199	8,000	801	89.99 %
2170 - Printing/Photocopy	0	750	750	0.00 %	398	9,000	8,602	4.42 %
2180 - Postage & Shipping	0	333	333	0.00 %	5,281	4,000	-1,281	132.03 %
2190 - IT Supplies/Services	2,865	8,780	5,915	32.63 %	70,485	105,400	34,915	66.87 %
2200 - Professional Fees	6,600	11,246	4,646	58.69 %	196,447	135,000	-61,447	145.52 %
2220 - Equipment Repairs & Maintenance	556	583	27	95.35 %	7,360	7,000	-360	105.14 %
2235 - Equipment Lease	946	1,250	303	75.72 %	12,089	15,000	2,911	80.59 %
2240 - Telephone	2,603	3,615	1,012	72.00 %	33,027	43,400	10,373	76.10 %
2260 - Facility Maintenance	2,861	2,899	37	98.71 %	35,761	34,800	-961	102.76 %
2270 - Travel Expenses	2,973	2,682	-291	110.84 %	25,314	32,200	6,886	78.62 %

EXHIBIT 11-E

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Statement of Revenue Over Expense - No Decimals**For Fiscal: 2015-2016 Period Ending: 05/31/2016**

Level...	May Activity	May Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
2280 - Transportation	2,936	1,883	-1,054	155.98 %	27,025	22,600	-4,425	119.58 %
2300 - Legal Services	57,439	33,320	-24,119	172.39 %	480,038	400,000	-80,038	120.01 %
2380 - Meeting Expenses	802	600	-202	133.68 %	3,623	7,200	3,577	50.32 %
2420 - Legal Notices	0	358	358	0.00 %	1,750	4,300	2,550	40.69 %
2460 - Public Outreach	62	417	354	14.97 %	4,135	5,000	865	82.69 %
2480 - Miscellaneous	272	417	145	65.31 %	1,561	5,000	3,439	31.22 %
2500 - Tax Administration Fee	0	1,666	1,666	0.00 %	18,800	20,000	1,200	94.00 %
2900 - Operating Supplies	100	1,741	1,641	5.74 %	12,908	20,900	7,992	61.76 %
Total Level1: 200 - Supplies and Services:	96,837	89,473	-7,365	108.23 %	1,105,541	1,074,100	-31,441	102.93 %
Level1: 300 - Other Expenses								
3000 - Project Expenses	265,086	658,095	393,009	40.28 %	4,239,085	7,900,300	3,661,215	53.66 %
4000 - Fixed Asset Purchases	71,735	12,037	-59,698	595.96 %	111,416	144,500	33,084	77.10 %
5000 - Debt Service	68,558	19,159	-49,399	357.84 %	138,627	230,000	91,373	60.27 %
5500 - Election Expenses	0	18,992	18,992	0.00 %	44,606	228,000	183,394	19.56 %
6000 - Contingencies	0	6,248	6,248	0.00 %	0	75,000	75,000	0.00 %
6500 - Reserves	0	29,538	29,538	0.00 %	0	354,600	354,600	0.00 %
Total Level1: 300 - Other Expenses:	405,378	744,069	338,691	54.48 %	4,533,734	8,932,400	4,398,666	50.76 %
Total Expense:	742,857	1,117,178	374,321	66.49 %	8,696,065	13,411,500	4,715,435	64.84 %
Report Total:	-638,151	0	-638,151		-520,648	0	-520,648	

EXHIBIT 11-E

Statement of Revenue Over Expense - No Decimals

Fund Summary

Fund	May Activity	May Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
24 - MITIGATION FUND	-202,965	0	-202,965		-183,563	0	-183,563	
26 - CONSERVATION FUND	-75,405	0	-75,405		223,483	0	223,483	
35 - WATER SUPPLY FUND	-359,781	0	-359,781		-560,568	0	-560,568	
Report Total:	-638,151	0.08	-638,151		-520,648	0	-520,648	



Monterey Peninsula Water Management Dist

Statement of Revenue Over Expense - No Decimals
Group Summary

For Fiscal: 2015-2016 Period Ending: 05/31/2016

Level...	May Activity	May Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
Fund: 24 - MITIGATION FUND								
Revenue								
R110 - Mitigation Revenue	0	200,920	-200,920	0.00 %	1,593,591	2,412,000	-818,409	-66.07 %
R130 - User Fees	3,329	6,248	-2,918	-53.29 %	35,855	75,000	-39,145	-47.81 %
R160 - Well Registration Fee	25	167	-142	-15.01 %	675	2,000	-1,325	-33.75 %
R180 - River Work Permit Application	0	0	0	0.00 %	75	0	75	0.00 %
R190 - WDS Permits Rule 21	3,200	4,665	-1,465	-68.60 %	47,843	56,000	-8,157	-85.43 %
R230 - Miscellaneous - Other	0	1,250	-1,250	0.00 %	443	15,000	-14,557	-2.95 %
R250 - Interest Income	8	541	-533	-1.50 %	1,348	6,500	-5,152	-20.74 %
R290 - CAW - Miscellaneous	0	583	-583	0.00 %	0	7,000	-7,000	0.00 %
R310 - Other Reimbursements	0	4,582	-4,582	0.00 %	0	55,000	-55,000	0.00 %
R320 - Grants	0	22,908	-22,908	0.00 %	197,519	275,000	-77,481	-71.83 %
R510 - Operating Reserve	0	10,579	-10,579	0.00 %	0	127,000	-127,000	0.00 %
Total Revenue:	6,562	252,441	-245,878	-2.60 %	1,877,349	3,030,500	-1,153,151	-61.95 %

EXHIBIT 11-E

Statement of Revenue Over Expense - No Decimals

For Fiscal: 2015-2016 Period Ending: 05/31/2016

Level...	May Activity	May Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
Expense								
Level1: 100 - Personnel Costs								
1100 - Salaries & Wages	71,324	83,308	11,985	85.61 %	891,164	1,000,100	108,936	89.11 %
1110 - Manager's Auto Allowance	92	100	8	92.34 %	1,108	1,200	92	92.30 %
1120 - Manager's Deferred Comp	126	133	7	94.66 %	1,502	1,600	98	93.85 %
1130 - Unemployment Compensation	0	108	108	0.00 %	288	1,300	1,012	22.16 %
1140 - Insurance Opt-Out Supplemental	372	421	49	88.35 %	4,302	5,050	748	85.19 %
1150 - Temporary Personnel	0	42	42	0.00 %	4,732	500	-4,232	946.35 %
1160 - PERS Retirement	7,120	14,461	7,341	49.23 %	163,205	173,600	10,395	94.01 %
1170 - Medical Insurance	10,575	11,262	687	93.90 %	118,580	135,200	16,620	87.71 %
1180 - Medical Insurance - Retirees	2,617	2,066	-551	126.69 %	24,041	24,800	759	96.94 %
1190 - Workers Compensation	2,041	2,107	66	96.85 %	24,016	25,300	1,284	94.93 %
1200 - Life Insurance	182	196	14	93.07 %	2,069	2,350	281	88.02 %
1210 - Long Term Disability Insurance	470	516	47	90.98 %	5,113	6,200	1,087	82.46 %
1220 - Short Term Disability Insurance	93	108	15	86.18 %	1,011	1,300	289	77.77 %
1260 - Employee Assistance Program	27	42	15	64.22 %	304	500	196	60.78 %
1270 - FICA Tax Expense	330	192	-139	172.36 %	3,452	2,300	-1,152	150.09 %
1280 - Medicare Tax Expense	1,031	1,241	210	83.10 %	12,276	14,900	2,624	82.39 %
1290 - Staff Development & Training	411	841	431	48.81 %	2,236	10,100	7,864	22.14 %
1300 - Conference Registration	0	117	117	0.00 %	884	1,400	516	63.16 %
1310 - Professional Dues	166	83	-82	198.74 %	606	1,000	394	60.58 %
1320 - Personnel Recruitment	88	175	87	50.02 %	3,320	2,100	-1,220	158.09 %
Total Level1: 100 - Personnel Costs:	97,065	117,520	20,455	82.59 %	1,264,208	1,410,800	146,592	89.61 %
Level1: 200 - Supplies and Services								
2000 - Board Member Compensation	987	1,324	338	74.51 %	9,813	15,900	6,087	61.71 %
2020 - Board Expenses	0	142	142	0.00 %	4,157	1,700	-2,457	244.52 %
2040 - Rent	830	908	78	91.45 %	8,838	10,900	2,062	81.08 %
2060 - Utilities	1,156	1,383	226	83.63 %	13,222	16,600	3,378	79.65 %
2120 - Insurance Expense	1,512	1,608	95	94.07 %	16,932	19,300	2,368	87.73 %
2130 - Membership Dues	0	833	833	0.00 %	9,743	10,000	257	97.43 %
2140 - Bank Charges	149	125	-24	119.27 %	1,567	1,500	-67	104.49 %
2150 - Office Supplies	826	583	-243	141.66 %	4,932	7,000	2,068	70.45 %
2160 - Courier Expense	525	283	-242	185.38 %	3,090	3,400	310	90.88 %
2170 - Printing/Photocopy	0	233	233	0.00 %	171	2,800	2,629	6.11 %
2180 - Postage & Shipping	0	142	142	0.00 %	2,224	1,700	-524	130.85 %
2190 - IT Supplies/Services	1,198	3,790	2,592	31.62 %	30,276	45,500	15,224	66.54 %
2200 - Professional Fees	2,838	4,831	1,993	58.74 %	84,472	58,000	-26,472	145.64 %
2220 - Equipment Repairs & Maintenance	239	250	11	95.67 %	3,165	3,000	-165	105.49 %
2235 - Equipment Lease	407	533	126	76.31 %	5,198	6,400	1,202	81.22 %
2240 - Telephone	1,199	1,558	359	76.98 %	14,434	18,700	4,266	77.18 %
2260 - Facility Maintenance	1,230	1,258	27	97.82 %	15,402	15,100	-302	102.00 %
2270 - Travel Expenses	777	900	122	86.42 %	5,559	10,800	5,241	51.48 %

EXHIBIT 11-E

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Statement of Revenue Over Expense - No Decimals**For Fiscal: 2015-2016 Period Ending: 05/31/2016**

Level...	May Activity	May Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
2280 - Transportation	1,922	733	-1,189	262.26 %	16,769	8,800	-7,969	190.55 %
2300 - Legal Services	16,889	7,497	-9,392	225.27 %	142,186	90,000	-52,186	157.98 %
2380 - Meeting Expenses	326	225	-101	144.92 %	1,563	2,700	1,137	57.89 %
2420 - Legal Notices	0	150	150	0.00 %	281	1,800	1,519	15.63 %
2460 - Public Outreach	27	175	148	15.33 %	1,504	2,100	596	71.61 %
2480 - Miscellaneous	0	183	183	0.00 %	554	2,200	1,646	25.20 %
2900 - Operating Supplies	43	283	240	15.18 %	704	3,400	2,696	20.72 %
Total Level1: 200 - Supplies and Services:	33,082	29,930	-3,153	110.53 %	396,756	359,300	-37,456	110.42 %
Level1: 300 - Other Expenses								
3000 - Project Expenses	44,019	59,043	15,024	74.55 %	326,691	708,800	382,109	46.09 %
4000 - Fixed Asset Purchases	35,361	5,581	-29,780	633.58 %	54,076	67,000	12,924	80.71 %
5500 - Election Expenses	0	8,163	8,163	0.00 %	19,181	98,000	78,819	19.57 %
6000 - Contingencies	0	2,666	2,666	0.00 %	0	32,000	32,000	0.00 %
6500 - Reserves	0	29,538	29,538	0.00 %	0	354,600	354,600	0.00 %
Total Level1: 300 - Other Expenses:	79,380	104,991	25,611	75.61 %	399,948	1,260,400	860,452	31.73 %
Total Expense:	209,528	252,441	42,913	83.00 %	2,060,912	3,030,500	969,588	68.01 %
Total Revenues	6,562	252,441	-245,878	-2.60 %	1,877,349	3,030,500	-1,153,151	-61.95 %
Total Fund: 24 - MITIGATION FUND:	-202,965	0	-202,965		-183,563	0	-183,563	

EXHIBIT 11-E

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Statement of Revenue Over Expense - No Decimals**For Fiscal: 2015-2016 Period Ending: 05/31/2016**

Level...	May Activity	May Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
Fund: 26 - CONSERVATION FUND								
Revenue								
R120 - Property Taxes Revenues	0	90,131	-90,131	0.00 %	1,214,173	1,082,000	132,173	-112.22 %
R130 - User Fees	614	0	614	0.00 %	6,617	0	6,617	0.00 %
R150 - Permit Processing Fee	15,037	14,578	460	-103.15 %	146,819	175,000	-28,181	-83.90 %
R200 - Recording Fees	722	666	56	-108.34 %	10,652	8,000	2,652	-133.15 %
R210 - Legal Fees	114	1,250	-1,136	-9.12 %	2,614	15,000	-12,386	-17.43 %
R230 - Miscellaneous - Other	0	0	0	0.00 %	1,082	0	1,082	0.00 %
R250 - Interest Income	23	333	-310	-6.89 %	3,953	4,000	-47	-98.83 %
R270 - CAW - Rebates	58,620	58,310	310	-100.53 %	579,431	700,000	-120,569	-82.78 %
R280 - CAW - Conservation	0	19,326	-19,326	0.00 %	0	232,000	-232,000	0.00 %
R305 - City of Seaside - Rebates	0	1,666	-1,666	0.00 %	0	20,000	-20,000	0.00 %
R310 - Other Reimbursements	0	833	-833	0.00 %	0	10,000	-10,000	0.00 %
R510 - Operating Reserve	0	2,666	-2,666	0.00 %	0	32,000	-32,000	0.00 %
Total Revenue:	75,130	189,757	-114,627	-39.59 %	1,965,342	2,278,000	-312,658	-86.27 %

EXHIBIT 11-E

Statement of Revenue Over Expense - No Decimals

For Fiscal: 2015-2016 Period Ending: 05/31/2016

Level...	May Activity	May Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
Expense								
Level1: 100 - Personnel Costs								
1100 - Salaries & Wages	43,952	44,749	797	98.22 %	536,111	537,200	1,089	99.80 %
1110 - Manager's Auto Allowance	92	100	8	92.34 %	1,108	1,200	92	92.30 %
1120 - Manager's Deferred Comp	126	133	7	94.66 %	1,502	1,600	98	93.85 %
1130 - Unemployment Compensation	0	58	58	0.00 %	161	700	539	22.97 %
1140 - Insurance Opt-Out Supplemental	372	421	49	88.35 %	4,302	5,050	748	85.19 %
1150 - Temporary Personnel	4,056	5,848	1,792	69.36 %	39,784	70,200	30,416	56.67 %
1160 - PERS Retirement	4,072	7,755	3,684	52.50 %	91,359	93,100	1,741	98.13 %
1170 - Medical Insurance	7,441	6,656	-785	111.80 %	81,104	79,900	-1,204	101.51 %
1180 - Medical Insurance - Retirees	1,461	1,150	-311	127.08 %	13,418	13,800	382	97.23 %
1190 - Workers Compensation	168	175	7	95.77 %	2,061	2,100	39	98.13 %
1200 - Life Insurance	93	133	40	69.67 %	1,208	1,600	392	75.51 %
1210 - Long Term Disability Insurance	292	262	-29	111.11 %	3,096	3,150	54	98.29 %
1220 - Short Term Disability Insurance	58	58	0	99.33 %	614	700	86	87.71 %
1260 - Employee Assistance Program	19	25	6	76.83 %	213	300	87	70.85 %
1270 - FICA Tax Expense	34	42	7	82.02 %	340	500	160	67.91 %
1280 - Medicare Tax Expense	616	650	34	94.81 %	7,670	7,800	130	98.34 %
1290 - Staff Development & Training	328	1,200	871	27.36 %	4,053	14,400	10,347	28.14 %
1300 - Conference Registration	0	50	50	0.00 %	999	600	-399	166.50 %
1310 - Professional Dues	92	50	-42	184.87 %	810	600	-210	135.07 %
1320 - Personnel Recruitment	0	100	100	0.00 %	1,300	1,200	-100	108.33 %
Total Level1: 100 - Personnel Costs:	63,271	69,614	6,342	90.89 %	791,211	835,700	44,489	94.68 %
Level1: 200 - Supplies and Services								
2000 - Board Member Compensation	551	741	191	74.29 %	5,477	8,900	3,423	61.54 %
2020 - Board Expenses	0	83	83	0.00 %	2,320	1,000	-1,320	232.01 %
2040 - Rent	172	258	86	66.55 %	1,835	3,100	1,265	59.20 %
2060 - Utilities	623	758	135	82.14 %	7,157	9,100	1,943	78.65 %
2120 - Insurance Expense	844	900	56	93.83 %	9,450	10,800	1,350	87.50 %
2130 - Membership Dues	2,000	808	-1,192	247.52 %	8,034	9,700	1,666	82.82 %
2140 - Bank Charges	75	67	-8	112.26 %	875	800	-75	109.41 %
2150 - Office Supplies	461	325	-136	141.91 %	2,970	3,900	930	76.16 %
2160 - Courier Expense	293	167	-126	175.89 %	1,947	2,000	53	97.33 %
2170 - Printing/Photocopy	0	342	342	0.00 %	95	4,100	4,005	2.33 %
2180 - Postage & Shipping	0	83	83	0.00 %	1,326	1,000	-326	132.62 %
2190 - IT Supplies/Services	746	2,058	1,311	36.27 %	16,987	24,700	7,713	68.77 %
2200 - Professional Fees	1,584	2,699	1,115	58.69 %	47,147	32,400	-14,747	145.52 %
2220 - Equipment Repairs & Maintenance	133	142	8	94.23 %	1,766	1,700	-66	103.90 %
2235 - Equipment Lease	227	300	73	75.72 %	2,948	3,600	652	81.89 %
2240 - Telephone	611	800	189	76.41 %	7,679	9,600	1,921	79.99 %
2260 - Facility Maintenance	687	641	-45	107.07 %	8,569	7,700	-869	111.29 %
2270 - Travel Expenses	1,427	1,033	-394	138.12 %	13,228	12,400	-828	106.68 %

EXHIBIT 11-E

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Statement of Revenue Over Expense - No Decimals**For Fiscal: 2015-2016 Period Ending: 05/31/2016**

Level...	May Activity	May Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
2280 - Transportation	821	417	-404	197.10 %	6,321	5,000	-1,321	126.41 %
2300 - Legal Services	5,160	4,998	-162	103.24 %	51,998	60,000	8,002	86.66 %
2380 - Meeting Expenses	211	200	-11	105.33 %	878	2,400	1,522	36.56 %
2420 - Legal Notices	0	92	92	0.00 %	157	1,100	943	14.27 %
2460 - Public Outreach	15	100	85	14.98 %	1,208	1,200	-8	100.69 %
2480 - Miscellaneous	0	100	100	0.00 %	309	1,200	891	25.78 %
2500 - Tax Administration Fee	0	658	658	0.00 %	7,621	7,900	279	96.47 %
2900 - Operating Supplies	24	1,216	1,192	1.97 %	11,778	14,600	2,822	80.67 %
Total Level1: 200 - Supplies and Services:	16,664	19,984	3,320	83.39 %	220,082	239,900	19,818	91.74 %
Level1: 300 - Other Expenses								
3000 - Project Expenses	68,864	92,588	23,724	74.38 %	714,121	1,111,500	397,379	64.25 %
4000 - Fixed Asset Purchases	1,736	1,491	-245	116.45 %	5,740	17,900	12,160	32.07 %
5500 - Election Expenses	0	4,582	4,582	0.00 %	10,705	55,000	44,295	19.46 %
6000 - Contingencies	0	1,499	1,499	0.00 %	0	18,000	18,000	0.00 %
Total Level1: 300 - Other Expenses:	70,600	100,160	29,560	70.49 %	730,566	1,202,400	471,834	60.76 %
Total Expense:	150,535	189,757	39,222	79.33 %	1,741,859	2,278,000	536,141	76.46 %
Total Revenues	75,130	189,757	-114,627	-39.59 %	1,965,342	2,278,000	-312,658	-86.27 %
Total Fund: 26 - CONSERVATION FUND:	-75,405	0	-75,405		223,483	0	223,483	

EXHIBIT 11-E

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Statement of Revenue Over Expense - No Decimals**For Fiscal: 2015-2016 Period Ending: 05/31/2016**

Level...	May Activity	May Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
Fund: 35 - WATER SUPPLY FUND								
Revenue								
R100 - Water Supply Charge	0	283,220	-283,220	0.00 %	3,336,701	3,400,000	-63,299	-98.14 %
R120 - Property Taxes Revenues	0	40,650	-40,650	0.00 %	451,403	488,000	-36,597	-92.50 %
R140 - Connection Charges	18,333	14,578	3,755	-125.76 %	477,056	175,000	302,056	-272.60 %
R220 - Copy Fee	3	0	3	0.00 %	99	0	99	0.00 %
R230 - Miscellaneous - Other	4,632	0	4,632	0.00 %	11,027	0	11,027	0.00 %
R240 - Insurance Refunds	0	0	0	0.00 %	1,352	0	1,352	0.00 %
R250 - Interest Income	45	375	-330	-11.99 %	15,380	4,500	10,880	-341.78 %
R260 - CAW - ASR	0	23,566	-23,566	0.00 %	0	282,900	-282,900	0.00 %
R265 - CAW - Los Padres Reimbursement	0	49,980	-49,980	0.00 %	0	600,000	-600,000	0.00 %
R300 - Watermaster	0	5,848	-5,848	0.00 %	39,709	70,200	-30,491	-56.57 %
R510 - Operating Reserve	0	256,764	-256,764	0.00 %	0	3,082,400	-3,082,400	0.00 %
Total Revenue:	23,013	674,980	-651,967	-3.41 %	4,332,727	8,103,000	-3,770,273	-53.47 %

EXHIBIT 11-E

Statement of Revenue Over Expense - No Decimals

For Fiscal: 2015-2016 Period Ending: 05/31/2016

Level...	May Activity	May Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
Expense								
Level1: 100 - Personnel Costs								
1100 - Salaries & Wages	60,568	69,780	9,212	86.80 %	716,858	837,700	120,842	85.57 %
1110 - Manager's Auto Allowance	277	300	23	92.34 %	3,323	3,600	277	92.31 %
1120 - Manager's Deferred Comp	378	383	5	98.76 %	4,505	4,600	95	97.92 %
1130 - Unemployment Compensation	0	83	83	0.00 %	221	1,000	779	22.11 %
1140 - Insurance Opt-Out Supplemental	671	741	71	90.48 %	7,827	8,900	1,073	87.95 %
1150 - Temporary Personnel	0	25	25	0.00 %	3,631	300	-3,331	1,210.44 %
1160 - PERS Retirement	6,059	11,595	5,537	52.25 %	129,442	139,200	9,758	92.99 %
1170 - Medical Insurance	7,400	7,947	547	93.12 %	82,085	95,400	13,315	86.04 %
1180 - Medical Insurance - Retirees	2,009	1,583	-426	126.91 %	18,450	19,000	550	97.10 %
1190 - Workers Compensation	1,097	1,241	144	88.42 %	13,212	14,900	1,688	88.67 %
1200 - Life Insurance	133	129	-4	103.36 %	1,490	1,550	60	96.14 %
1210 - Long Term Disability Insurance	360	387	28	92.86 %	3,828	4,650	822	82.32 %
1220 - Short Term Disability Insurance	71	83	12	85.63 %	754	1,000	246	75.40 %
1260 - Employee Assistance Program	20	33	13	59.56 %	221	400	179	55.26 %
1270 - FICA Tax Expense	58	167	109	34.83 %	617	2,000	1,383	30.84 %
1280 - Medicare Tax Expense	674	1,016	342	66.31 %	8,043	12,200	4,157	65.93 %
1290 - Staff Development & Training	315	675	360	46.71 %	1,990	8,100	6,110	24.57 %
1300 - Conference Registration	0	100	100	0.00 %	662	1,200	538	55.15 %
1310 - Professional Dues	127	92	-35	138.66 %	871	1,100	229	79.21 %
1320 - Personnel Recruitment	88	142	54	61.79 %	3,341	1,700	-1,641	196.54 %
Total Level1: 100 - Personnel Costs:	80,305	96,503	16,198	83.21 %	1,001,372	1,158,500	157,128	86.44 %
Level1: 200 - Supplies and Services								
2000 - Board Member Compensation	757	1,016	259	74.52 %	7,531	12,200	4,669	61.73 %
2020 - Board Expenses	0	108	108	0.00 %	2,985	1,300	-1,685	229.63 %
2040 - Rent	759	800	41	94.89 %	8,074	9,600	1,526	84.10 %
2060 - Utilities	876	1,058	182	82.77 %	9,984	12,700	2,716	78.62 %
2120 - Insurance Expense	1,161	1,241	81	93.51 %	12,994	14,900	1,906	87.21 %
2130 - Membership Dues	0	650	650	0.00 %	7,577	7,800	223	97.14 %
2140 - Bank Charges	229	100	-129	228.75 %	2,151	1,200	-951	179.26 %
2150 - Office Supplies	634	450	-184	140.92 %	3,722	5,400	1,678	68.93 %
2160 - Courier Expense	403	217	-186	186.04 %	2,162	2,600	438	83.17 %
2170 - Printing/Photocopy	0	175	175	0.00 %	131	2,100	1,969	6.25 %
2180 - Postage & Shipping	0	108	108	0.00 %	1,730	1,300	-430	133.11 %
2190 - IT Supplies/Services	920	2,932	2,012	31.37 %	23,223	35,200	11,977	65.97 %
2200 - Professional Fees	2,178	3,715	1,537	58.62 %	64,828	44,600	-20,228	145.35 %
2220 - Equipment Repairs & Maintenance	183	192	8	95.77 %	2,429	2,300	-129	105.59 %
2235 - Equipment Lease	312	417	104	74.96 %	3,943	5,000	1,057	78.86 %
2240 - Telephone	793	1,258	465	63.03 %	10,914	15,100	4,186	72.28 %
2260 - Facility Maintenance	944	1,000	55	94.46 %	11,790	12,000	210	98.25 %
2270 - Travel Expenses	769	750	-19	102.54 %	6,526	9,000	2,474	72.51 %

EXHIBIT 11-E

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Statement of Revenue Over Expense - No Decimals**For Fiscal: 2015-2016 Period Ending: 05/31/2016**

Level...	May Activity	May Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
2280 - Transportation	193	733	540	26.33 %	3,936	8,800	4,864	44.72 %
2300 - Legal Services	35,390	20,825	-14,565	169.94 %	285,854	250,000	-35,854	114.34 %
2380 - Meeting Expenses	265	175	-90	151.62 %	1,182	2,100	918	56.30 %
2420 - Legal Notices	0	117	117	0.00 %	1,311	1,400	89	93.66 %
2460 - Public Outreach	21	142	121	14.53 %	1,422	1,700	278	83.67 %
2480 - Miscellaneous	272	133	-139	204.08 %	697	1,600	903	43.59 %
2500 - Tax Administration Fee	0	1,008	1,008	0.00 %	11,179	12,100	921	92.39 %
2900 - Operating Supplies	33	242	209	13.66 %	426	2,900	2,474	14.67 %
Total Level1: 200 - Supplies and Services:	47,091	39,559	-7,532	119.04 %	488,703	474,900	-13,803	102.91 %
Level1: 300 - Other Expenses								
3000 - Project Expenses	152,203	506,464	354,261	30.05 %	3,198,273	6,080,000	2,881,727	52.60 %
4000 - Fixed Asset Purchases	34,637	4,965	-29,673	697.68 %	51,600	59,600	8,000	86.58 %
5000 - Debt Service	68,558	19,159	-49,399	357.84 %	138,627	230,000	91,373	60.27 %
5500 - Election Expenses	0	6,248	6,248	0.00 %	14,720	75,000	60,280	19.63 %
6000 - Contingencies	0	2,083	2,083	0.00 %	0	25,000	25,000	0.00 %
Total Level1: 300 - Other Expenses:	255,398	538,918	283,520	47.39 %	3,403,220	6,469,600	3,066,380	52.60 %
Total Expense:	382,794	674,980	292,186	56.71 %	4,893,294	8,103,000	3,209,706	60.39 %
Total Revenues	23,013	674,980	-651,967	-3.41 %	4,332,727	8,103,000	-3,770,273	-53.47 %
Total Fund: 35 - WATER SUPPLY FUND:	-359,781	0	-359,781		-560,568	0	-560,568	
Report Total:	-638,151	0	-638,151		-520,648	0	-520,648	

EXHIBIT 11-E

Statement of Revenue Over Expense - No Decimals

For Fiscal: 2015-2016 Period Ending: 05/31/2016

Fund Summary

Fund	May Activity	May Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
24 - MITIGATION FUND	-202,965	0	-202,965		-183,563	0	-183,563	
26 - CONSERVATION FUND	-75,405	0	-75,405		223,483	0	223,483	
35 - WATER SUPPLY FUND	-359,781	0	-359,781		-560,568	0	-560,568	
Report Total:	-638,151	0.08	-638,151		-520,648	0	-520,648	

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



DRAFT AGENDA (Current 7/7/16)

Regular Meeting

Board of Directors

Monterey Peninsula Water Management District

Monday, July 18, 2016

Closed Session, 5:30 pm

Regular Meeting, 7:00 PM

Conference Room, Monterey Peninsula Water Management District
5 Harris Court, Building G, Monterey, CA

Staff notes will be available on the District web site at

<http://www.mpwmd.net/who-we-are/board-of-directors/bod-meeting-agendas-calendar/>

by 5 PM on Friday, July 15, 2016.

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

5:30 PM – 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.

1. **Public Comment** – Members of the public may address the Board on the item or items listed on the Closed Session agenda.
2. **Adjourn to Closed Session**
3. **Conference with Legal Counsel – Existing Litigation (Gov. Code 54956.9 (a))**
 - A. MPWMD v. SWRCB; Santa Clara 1-10-CV-163328 – CDO – (6th District Appellate Case #H039154)
 - B. Application of California American Water to CPUC Case No. A10-01-012 – Monterey Peninsula Water Management District User Fee
 - C. Application of California American Water to the CPUC (No. 12-04-019) – Monterey Peninsula Water Supply Project

Board of Directors

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

General Manager

David J. Stoldt

This agenda was posted at the District office at 5 Harris Court, Bldg. G Monterey on _____, _____, 2016. Staff reports regarding these agenda items will be available for public review on 7/15/2016, at the District office and at the Carmel, Carmel Valley, Monterey, Pacific Grove and Seaside libraries. After staff reports have been distributed, if additional documents are produced by the District and provided to a majority of the Board regarding any item on the agenda, they will be available at the District office during normal business hours, and posted on the District website at <http://www.mpwmd.net/asd/board/boardpacket/2016>. Documents distributed at the meeting will be made available in the same manner. The next regular meeting of the Board of Directors is scheduled for August 15, 2016 at 7 pm.

4. **Conference with Labor Negotiators (Gov. Code 54957.6)**
 Agency Designated Representatives: David Stoldt; Suresh Prasad and Cynthia Schmidlin
 Employee Organization: General Staff and Management Bargaining Units Represented by United Public Employees of California/LIUNA, Local 792
 Unrepresented Employees: Confidential Unit
5. **Adjourn to 7 pm Session**

7 PM Regular Meeting

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

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

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

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

1. Consider Adoption of Minutes of the June 20, 2016 Board Meeting
2. Receive Water Year 2015 Aquifer Storage and Recovery Project Summary of Operations Report
3. Consider Expenditure for FY 2016-17 Aquifer Storage and Recovery Planning and Operations
4. Consider Expenditure to Amend Contract with Pueblo Water Resources to Provide Hydrogeologic Review for Water Distribution System Permits
5. Consider Contract for District Public Outreach and Communications Services with Thomas Brand Consulting for Fiscal Year 2016-17
6. Consider Contract for Pure Water Monterey Project Management, Public Outreach and Communication Services with Thomas Brand Consulting for Fiscal Year 2016-17
7. Authorize Expenditure for Software Maintenance Agreements
8. Consider Approval of Change from Senior Water Resources Engineer to Water Resources Engineer on the District's Organization Chart
9. Consider Reclassification of Two Conservation Representative I/II Positions and Related Change to the District's Organization Chart
10. Consider Adoption of Resolution 2016-13 Update to Rule 24, Table 3, Capacity Fee History
11. Consider Adoption of Treasurer's Report for May 2016

PRESENTATIONS

12. Presentation to Joseph Oliver upon his Retirement after 31 Years of Service to the MPWMD

GENERAL MANAGER'S REPORT

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

ATTORNEY’S REPORT

- 16. Report on 5:30 pm Closed Session of the Board

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

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

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

- 18. **Appeal of Decision to Issue Water Permit #34741 at 150 Sea Foam, Monterey, Using Water Credit from the Removal of Fixtures at 149 Spray, Monterey**

Action:

- 19. **Consider First Reading of Ordinance No. 172 - Establishing Water Efficient Landscape Rule**

Action:

ACTION ITEMS – No Action Items were presented for consideration

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. Letters Received
- 21. Committee Reports
- 22. Semi-Annual Financial Report on the CAWD/PBCSD Wastewater Reclamation Project
- 23. Monthly Allocation Report
- 24. Water Conservation Program Report
- 25. Quarterly Water Use Credit Transfer Status Report
- 26. Carmel River Fishery Report June 2016
- 27. Quarterly Carmel River Riparian Corridor Management Program Report
- 28. Monthly Water Supply and California American Water Production Report

ADJOURNMENT

Board Meeting Broadcast Schedule – Comcast Channels 25 & 28	
View Live Webcast at Ampmedia.org	
Ch. 25, Sundays, 7 PM	Monterey
Ch. 25, Mondays, 7 PM	Monterey, Del Rey Oaks, Pacific Grove, Sand City, Seaside
Ch. 28, Mondays, 7 PM	Carmel, Carmel Valley, Del Rey Oaks, Monterey, Pacific Grove, Pebble Beach, Sand City, Seaside
Ch. 28, Fridays, 9 AM	Carmel, Carmel Valley, Del Rey Oaks, Monterey, Pacific Grove, Pebble Beach, Sand City, Seaside

Upcoming Board Meetings			
Monday, August 15, 2016	Regular Board Meeting	7:00 pm	District conference room
Monday, September 19, 2016	Regular Board Meeting	7:00 pm	District conference room
Monday, October 17, 2016	Regular Board Meeting	7:00 pm	District conference room

Upon request, MPWMD will make a reasonable effort to provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. MPWMD will also make a reasonable effort to provide translation services upon request. Please submit a written request, including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service by 5:00 PM on Thursday, July 14, 2016. Requests should be sent to the Board Secretary, MPWMD, P.O. Box 85, Monterey, CA, 93942. You may also fax your request to the Administrative Services Division at 831-644-9560, or call 831-658-5600.

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