

This meeting has been noticed according to the Brown Act rules. This agenda was posted on Friday, June 8, 2018.



**Administrative Committee**

**Members:**

Andrew Clarke  
Brenda Lewis, Chair  
Molly Evans

**Alternate:**

Ralph Rubio

**Staff Contact:**

Suresh Prasad

AGENDA  
Administrative Committee  
of the Monterey Peninsula Water Management District

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**Monday, June 11, 2018, 3:30 pm**

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

**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 June 18, 2018**

1. Consider Adoption of Minutes of May 14, 2018 Committee Meeting
2. Consider Approval of Service Agreement for the Provision of Election Services with Monterey County Registrar of Voters for November 6, 2018 General Election
3. Consider Approval of Expenditure for Phone System and Server Network Upgrade
4. Authorize Expenditure for Software Maintenance Agreements for FY 2018-2019
5. Consider Approval of Amendment No. 2 to Agreement with Regional Government Services Authority for Management and Administrative Services
6. Consider Expenditure for Temporary Agency Employee to Assist with Electronic Document Storage During FY 2018-2019
7. Consider Approval of Agreement with Lynx Technologies for Geographic Information System (GIS) Services
8. Authorize Funds to Contract for Limited-Term Field Positions during FY 2018-2019
9. Consider Approval of Three Temporary Field Staff Positions Funded Through the Interagency Contract Between MPWMD and NMFS to Provide for a Cooperative Research and Monitoring Projects
10. Consider Renewal of Standard License Agreement With CoreLogic Information Solutions, Inc.
11. Approve Expenditure to Corporation Service Company - Recording Fees
12. Consider Expenditure for Water Conservation Messaging Materials

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

13. Consider Funding Rebates in the California-American Water System Between July 1, 2018, and the Availability of Funding from the Cal-Am General Rate Case
14. Consider Continuance of Contract with Zone 24x7 for Water Demand Database Improvements and Maintenance
15. Consider Amendment to Contract with Pueblo Water Resources to Provide Hydrogeologic Review for Water Distribution System Permits
16. Consider Approval to Purchase Expendable PIT Tags and Tagging Supplies for Calendar Year 2018
17. Consider Authorizing the General Manager to Increase the Level of Indemnification in a Right-of-Entry and Project Permission Agreement with Quail Lodge, Inc. for the Carmel River Bank Stabilization Project at Rancho San Carlos Road
18. Consider Funding an Addendum to the MPWMD Aquifer Storage and Recovery Project Environmental Impact Report/Environmental Assessment
19. Consider Funding a Storm Water Pollution Prevention Plan Development and Monitoring Services for ASR Expansion Project
20. Consider Renewal of Contract with JEA & Associates for Legislative and Administrative Services
21. Consider Renewal of Contract with the Ferguson Group for Legislative and Administrative Services
22. Consider Renewal of Contract for District Public Outreach and Communications Services with TBC Communications and Media
23. Consider Adoption of Resolution 2018-12 Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-Related Fees and Charges
24. Consider Adoption of Resolution 2018-13 Establishing Article XIII(B) Fiscal Year 2017-18 Appropriations Limit
25. Consider Adoption of Resolution 2018-14 Update to Rule 24, Table 3, Capacity Fee History
26. Consider Authorization to Provide Funds to Monterey One Water for the Pure Water Monterey Project
27. Consider Adoption of Treasurer's Report for April 2018

**Other Business**

28. Review Draft June 18, 2018 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 June 8, 2018. 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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**ADMINISTRATIVE COMMITTEE****1. ADOPT MINUTES OF MAY 14, 2018 COMMITTEE MEETING****Meeting Date: June 11, 2018****From: David J. Stoldt,  
General Manager****Prepared By: Sara Reyes**

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**SUMMARY:** Draft minutes of the May 14, 2018 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 May 14, 2018 Committee Meeting





**EXHIBIT 1-A**

**DRAFT MINUTES  
Monterey Peninsula Water Management District  
Administrative Committee  
May 14, 2018**

**Call to Order**

The meeting was called to order at 3:30 PM in the District Conference Room.

Committee members present: Brenda Lewis - Chair  
Andrew Clarke  
Molly Evans

Staff present: David Stoldt, General Manager  
Suresh Prasad, Administrative Services Manager/Chief Financial Officer  
Larry Hampson, Water Resources & Engineering Manager/District Engineer  
Kevan Urquhart, Sr. Fisheries Biologist  
Jonathan Lear, Senior Hydrologist  
Thomas Christensen, Riparian Projects Coordinator  
Sara Reyes, Sr. Office Specialist

**Oral Communications**

None

**Items on Board Agenda for May 21, 2018**

1. **Consider Adoption of Minutes of April 9, 2018 Committee Meeting**  
On a motion by Clarke and second by Evans, the minutes of the April 9, 2018 meeting were approved on a vote of 3 – 0 by Clarke, Evans and Lewis.
  2. **Consider Two-Year Extension for Use of Local Water Project Grant Funds – City of Seaside**  
On a motion by Clarke and second by Evans, the committee recommended the Board approve the request from the City of Seaside for a two-year extension of the Local Water Project Grant to June 30, 2020. The motion was approved on a vote of 3 – 0 by Clarke, Evans and Lewis.
  3. **Consider Approval for Repair and Maintenance of the Sleepy Hollow Steelhead Rearing Facility Cooling Tower**  
On a motion by Evans and second by Clarke, the committee recommend the Board authorize the General Manager to enter into an agreement with Cooling Tower Technologies for cooling tower repair work for a not-to-exceed amount of \$51,000 for materials and labor. The motion was approved on a vote of 3 – 0 by Evans, Clarke and Lewis.
- 3A Ratify Emergency Expenditure to Zim Industries to Rewind Pump at Aquifer Storage and Recovery Well Number 1**  
On a motion by Clarke and second by Evans, the committee voted to add this emergency item to the May 14 Administrative Committee agenda. The motion was approved on a 3 – 0 vote by Clarke, Evans and Lewis.

On a motion by Evans and second by Clarke, the committee voted to recommend the Board ratify emergency expenditure of \$23,600 to Zim Industries to repair pump motor at ASR 1. The motion was approved on a 3 – 0 vote by Evans, Clarke and Lewis.

**4. Consider Authorizing the General Manager to Enter into Access and Maintenance Agreements for the Carmel River Bank Stabilization Project at Rancho San Carlos Road**

On a motion by Clarke and second by Evans, the committee voted to recommend the Board authorize the General Manager to make non-substantive changes to the sample access and maintenance agreement and to enter into agreement for the Carmel River Bank Stabilization Project at Rancho San Carlos Road. The motion was approved on a 3 – 0 vote by Clarke, Evans and Lewis.

**5. Authorize the General Manager to Enter into an Agreement with the Carmel Valley Trail and Saddle Club to Use an Irrigation Well for Mitigation Plantings and to Make Non Substantive Changes to the Draft Agreement**

On a motion by Evans and second by Clarke, the committee voted to recommend the Board authorize the General Manager to enter into an agreement with the Trail and Saddle Club to use the Trail and Saddle Club Irrigation Well for irrigation of riparian mitigation plantings and to make non substantive changes to the Draft Carmel Valley Trail and Saddle Club Well Use Agreement. The motion was approved on a 3 – 0 vote by Evans, Clarke and Lewis.

**6. Declaration of Surplus Assets**

On a motion by Clarke and second by Evans, the committee voted to recommend the Board declare the items presented as surplus assets to be either donated or disposed at the Monterey Regional Waste Management District. The motion was approved on a 3 – 0 vote by Clarke, Evans and Lewis.

**7. Consider Adoption of Treasurer’s Report for March 2018**

On a motion by Evans and second by Clarke, the committee voted to recommend the Board adopt the March 2018 Treasurer’s Report and financial statements, and ratification of the disbursements made during the month. The motion was approved on a 3 – 0 vote by Evans, Clarke and Lewis.

**8. Receive and File Third Quarter Financial Activity Report for Fiscal Year 2017-18**

On a motion by Clarke and second by Evans, the committee voted to recommend the Board receive and file the Third Quarter Financial activity report for fiscal year 2017-18. The motion was approved on a 3 – 0 vote by Clarke, Evans and Lewis.

**9. Consider Approval of Third Quarter Fiscal Year 2017-18 Investment Report**

On a motion by Evans and second by Clarke, the committee voted to recommend the Board approve the Third Quarter Fiscal Year 2017-18 Investment Report. The motion was approved on a 3 – 0 vote by Evans, Clarke and Lewis.

**10. Discuss and Recommend Creating Reserves for Pension Retirement and Other Post-Employment Benefits (OPEB) Unfunded Liability**

On a motion by Clarke and second by Evans, the committee voted to recommend the Board approve creating Pension Reserve and OPEB Reserve and to fund \$100,000 to each reserve as seed money to



start funding the District’s pension/OPEB obligations. The motion was approved on a 3 – 0 vote by Clarke, Evans and Lewis.

**11. Review Third Quarter Legal Services Activity Report for Fiscal Year 2017-18**

This was presented as an informational item. No action was taken by the committee.

**12. Review Draft May 21, 2018 Board Meeting Agenda**

Closed session to be added for 6:30, plus new item sent by DS (see email). No action was taken by the committee.

**Adjournment**

The meeting was adjourned at 4:38 PM.

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## ADMINISTRATIVE COMMITTEE

### 2. CONSIDER APPROVAL OF SERVICE AGREEMENT FOR THE PROVISION OF ELECTION SERVICES WITH MONTEREY COUNTY REGISTRAR OF VOTERS FOR NOVEMBER 6, 2018 GENERAL ELECTION

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>FY 2018-19 Budget</b>
<b>From:</b>	<b>David Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>Election Expense</b>
<b>Prepared By:</b>	<b>Arlene Tavani</b>	<b>Cost Estimate:</b>	<b>\$160,000</b>

**General Counsel Approval:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.

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

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**SUMMARY:** On November 6, 2018, an election is scheduled for directors in District Voter Divisions 1, and 2, and also a District-wide election for the Monterey Peninsula Water System Local Ownership and Cost Savings Initiative. The Monterey County Registrar of Voters will conduct the elections and the District must reimburse the County in full for election services performed. Attached as **Exhibit 2-A** is a service agreement for the provision of election services between the Registrar and the District.

The final cost for election services is not specified in the service agreement; however, the Registrar has estimated the cost could be between \$6 and \$8 per voter. The District has budgeted \$160,000 for the expense. The Registrar will invoice the District following the election. If the cost is higher than anticipated, the budget can be adjusted at mid-year.

**RECOMMENDATION:** The committee should recommend that the Board enter into the agreement with the Registrar of Voters for the provision of election services.

#### EXHIBIT

**2-A** Services Agreement for the Provision of Election Services between the MPWMD and the Monterey County Registrar of Voters



SERVICE AGREEMENT FOR THE PROVISION OF ELECTION SERVICES BETWEEN **MONTEREY PENINSULA WATER MANAGEMENT DISTRICT** AND MONTEREY COUNTY REGISTRAR OF VOTERS

**NOVEMBER 6, 2018**

This Agreement, entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2018, by and between **MONTEREY PENINSULA WATER MANAGEMENT DISTRICT** and Monterey County Registrar of Voters (hereinafter referred to as Registrar of Voters);

WHEREAS, it is necessary and desirable that the Registrar of Voters be retained for the purpose of conducting an election hereinafter described for the **MONTEREY PENINSULA WATER MANAGEMENT DISTRICT** (hereinafter referred to as the District);

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:  
SERVICES TO BE PERFORMED BY THE DISTRICT:

- 1) No later than the 88th day prior to the election the District shall submit a board approved resolution which requests the Registrar of Voters for Monterey County to conduct an election for the District on **NOVEMBER 6, 2018**, and requesting election related services of the Registrar of Voters.
- 2) The District shall submit to the Registrar of Voters in writing the exact number of offices to be voted on and/or the exact ballot wording to be voted by no later than the 88th day prior to the election, or by the 83rd day prior to the election if Elections Code §§ 10225, 10229, and 10407 are applicable.
- 3) The District shall prepare and deliver to the Registrar of Voters the Voter Guide information containing, as applicable, the ballot measure and tax rate statements. The last day for the submission of primary arguments (300 words) and impartial analysis shall be no later than **AUGUST 16, 2018**. The last day for the submission of rebuttal arguments (250 words) is **AUGUST 23, 2018**.

- 4) The District shall be responsible for reviewing and approving the language of the sample ballot and official ballot wording for candidates and measures.

SERVICES TO BE PERFORMED BY REGISTRAR OF VOTERS:

- 1) The Registrar of Voters shall publish the Notice of Election and the Notice to File Declarations of Candidacy for the District offices to be voted on, and/or the Notice to File Arguments for or against any measure.
- 2) The Registrar of Voters shall select and contract with the sample and official ballot printer(s) on behalf of the District.
- 3) The Registrar of Voters shall prepare and deliver to the printer the official ballot information.
- 4) The Registrar of Voters shall issue, receive and process all ballots on behalf of the District matters.
- 5) The Registrar of Voters shall procure all necessary and appropriate polling place locations, hire polling place workers, and conduct the election in accordance with all applicable state, federal and local laws.
- 6) The Registrar of Voters shall prepare a Canvass of Votes Cast and submit a Certificate of Registrar of Voters to the District regarding the District matters.
- 7) The Registrar of Voters shall conduct other various and miscellaneous election activities as required including but not limited to all those required as the District's Election Official other than those described under "Services to be Performed by the District".

TERMS:

This Agreement shall be in effect for the performance of all services incident to the preparation and conduct of the election to be held on **NOVEMBER 6, 2018**.

The parties will use best efforts to perform services herein. However, in the event the Registrar of Voters is unable to perform services required under this Agreement that are beyond his control, including an employee strike, vendor conditions, natural disasters, war, or other similar conditions, the Registrar of Voters will be relieved of all obligations under this Agreement. The Registrar will provide reasonable notice, if practical, of any conditions beyond his control, including notice at least 60 days prior to **NOVEMBER 6, 2018** of vendor conditions affecting the election services. In the event a vendor does not perform, the Registrar will attempt to obtain substitute services.

**CONSIDERATION:**

In consideration of the performance of services and supplies provided by the Registrar of Voters, the District shall pay to the Registrar of Voters a sum equal to the actual cost of such services, expenses, and supplies related to the work performed on behalf of District. In the event that this Agreement is terminated prematurely, the District shall pay to the Registrar a sum equal to the actual cost of such services performed or supplies/expenses incurred as of the effective date of the termination.

The District shall make payment within 30 days of receipt of invoice from Registrar of Voters.

**DISTRICT:**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

**COUNTY:**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_





## ADMINISTRATIVE COMMITTEE

### 3. CONSIDER APPROVAL OF EXPENDITURE FOR PHONE SYSTEM AND SERVER NETWORK UPGRADE

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>Yes</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/</b>	<b>Fixed Assets</b>
		<b>Line Item</b>	<b>Various</b>
		<b>No.:</b>	
<b>Prepared By:</b>	<b>Suresh Prasad</b>	<b>Cost Estimate:</b>	<b>\$60,000</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.

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

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**SUMMARY:** The District's current PBX phone system is about 20 years old and is in dire need to get upgraded. Parts for the existing phone system are not readily available at times, which adds to the lead time for getting the system fixed. Additionally, running an old phone system incurs a higher recurring monthly fees since we are not able to utilize the latest technology available in the market. Most organizations are using cloud based phone systems which eliminates having to purchase costly equipment upfront. District's proposal is also based on a cloud based phone system.

In order to go through with a phone system upgrade, District's current network cabling will also need to be upgraded. The existing network cabling are about 20 years old and will not be able to handle the new phone system which works across these cables sharing both voice and data on the same cable. Bundled together with the network cable upgrade, we will also be re-locating the server room from first floor to ground floor. This move is required to help minimize noise and vibrations that are caused by the server equipment's in the existing location. The ground floor location has concrete flooring which provides better stability and support for the server equipment as well as better environment for cooling and humidity control.

District's server room air conditioner was also budgeted to be replaced this fiscal year. Instead of replacing the unit in the existing room, staff will be getting a new unit installed at the new server location. The existing air conditioning unit is about 8 years old and is a residential unit which is not the type to be used for server rooms. It has had numerous service calls to get the unit repaired. Staff has also been experiencing irregular climate control with the existing unit due to the inefficiency of the existing unit.

District solicited cost estimate from phone vendor that has experience in the phone and data network areas, and is available locally for support. We also wanted a vendor that has worked with public agencies, cities and special districts in the area.

The cost breakdown for the upgrade project are summarized in the following table:

	<b>One-Time</b>	<b>Current Monthly</b>	<b>Proposed Monthly</b>
Phone Hardware & Setup	\$14,877		
Existing Phone Charges		\$3,250	
Proposed Phone Charges			\$2,500
Network Cabling Upgrade	\$14,820		
Server Room Re-Location	\$9,934		
Server Room Air-Conditioner	\$10,000		
Projected Monthly Savings			\$750

This project could have a potential savings of \$750 or more per month in phone bills, which would pay for the new hardware & setup costs, and network cabling within 3 years. In addition, there are numerous other value added benefits for changing to the new system, such as unified communications, ability to answer desk phone calls using mobile phones while out of the office, ability to access voice mails through email. Also, District staff would not have to manage the phone lines or bills or schedule service calls with local carrier. It will be done through the phone vendor.

**RECOMMENDATION:** Staff recommends that the Board authorize expenditure of funds to purchase and upgrade the phone system, network cabling, server room relocation, and server room air conditioner at a not-to-exceed price of \$60,000. The approval of this item is contingent upon the adoption of FY 2018-2019 budget by the Board.

**BACKGROUND:** The Fiscal Year 2018-2019 Budget includes \$43,500 for the purchase and upgrade of the phone system, \$25,000 for server room re-location, and \$10,000 for server room air conditioner. The District's current phone system and network cabling are about 20 years old and is need of replacement. In addition to upgrading the phone system and network cables, server room will also be re-located from first floor to ground floor for noise and vibration reduction as well as provide more stable flooring to house the server equipment's.

## **EXHIBIT**

### **3-A Phone & Network Upgrade Proposal**



## Monterey Peninsula Water Management District *Cloud Unified Communications Proposal*

Prepared by Dean Maynard

06.06.18

### **Overview**

MPWMD currently uses an older Nortel phone system and a 10mbps AT&T IP Flex at the main office and also has a couple staff at the Carmel Valley Field office and an ASR office. This proposal is implement an organization-wide communications system and Internet at all sites.

### **Primary Criteria for New Communications System**

Based upon the initial consultative needs review, we have found that our company and the new communications system must meet the following criteria:

- We will serve as a single point of contact to coordinate all aspects of new phone system implementation, including AT&T services, transition of existing phone numbers, setup of hardware, audit of billing, and any other details. This will ensure that MPWMD has one accountable contact to manage all aspects of the project.
- Provide a phone system that is both powerful in capabilities and extremely easy to use. Features such as forwarding, hold, transfer and checking voicemail must be simple.
- Provide intuitive management portal so that day to day changes can easily be performed in house.
- Create custom system documentation so that all aspects of the system setup, instructions for use and telco circuits are recorded and easily accessible.
- Responsive Support – Our caring team is local and responsive. We provide 24/7 emergency support, are accountable and handle both AT&T and onsite hardware issues, and locally stock replacement parts.
- Training – We provide quality and thorough onsite training whenever it is needed, for new users and system administrators.





## Scope of Project

- Coordinate with MPWMD IT Team for network configuration and POE Switching.
- Setup AT&T 4G wireless Voice redundancy for Harris Ct.
- Coordinate with AT&T to install multiple U-VERSE SDWAN in Seaside.
- Implement Viasat SDWAN (working with present Verizon) for Sleepy Hollow.
- Coordinate migration of existing phone numbers to managed Cloud VoIP service.
- Configure and Install VoIP- optimized Routers.
- Setup Cloud phone service for approximately 45 users, features to include:
  - ✓ Caller ID, Intercom, Call Transfer and Call Forward
  - ✓ Voice Mail Message Delivery to Email
  - ✓ Multi-party audio conferencing
  - ✓ Local and Long Distance Calling Included
  - ✓ Day/Night Auto Attendant with Professional Voice Recordings
  - ✓ Music on Hold
- Configure and install 45 VoIP desk phones.
  - ✓ Monterey 40, Carmel Valley 3, Sleepy Hollow 1, ASR 1
- Reuse and integrate to system existing conference phones and fax machines.
- Provide on-site user training.
- Provide 24/7 rapid replacement warranty and customer support.



## Quote Summary



**45 Color VoIP Phones**



**0 Basic VoIP Phones**



**2 Expansion Modules**



**Voicemail to Email**



**Reception Console App**



**Administrative Portal**



**3 PoE Switch**



**Wireless Backup**



**1 Wireless SDWAN**





### Primary Features Include

<p>Auto attendant with directory          Browser-based system administration          Caller ID name and number          Call forward to another phone or offsite          Call transfer          Call park</p>	<p>Call history (placed, received, missed)          Conference calling          Do not Disturb          Paging to all phones          Voice Mail          Voice Mail delivery to email</p>
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### Service and Support Includes

<p>24/7 local emergency response</p> <p>Advance, same day replacement for any failed hardware.</p> <p>Help Desk and Tech Support</p> <p>Onsite moves, adds, changes</p> <p>Monitor tools for system up/down and performance.</p> <p>Phone bill review and audit for savings and cost reductions.</p>	<p>Repair of phones, hardware, applications, wiring and Internet connection.</p> <p>Software updates from manufacturer</p> <p>System documentation and management</p> <p>Training and orientation</p> <p>Troubleshooting and testing</p> <p>User guides - customized for the organization's users</p>
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**Quote**

QTY		Unified Communications System
3		Ubiquiti Edge ER-4 Gigabit VoIP Router
1		Ubiquiti Edge Switch 48 Port Gigabit POE
2		Ubiquiti Edge Switch 8 Port Gigabit POE
45		Yealink T46S Color Gigabit VoIP phones
2		Yealink EXP-40 Color Expansion Modules
4		Interface for Fax or Conference Phone
49		Program and configure VoIP phones, Fax or Conference Phone
1		Administrator training
1		Onsite User Training
1		Project Manager

QTY		Service and Support
1		24/7 Service and Support
1		24/7 Remote Support
1		No cost replacement of failed hardware
1		Software updates: VoIP Router
1		Software updates: PoE Switching - when included in project





QTY		VoIP Services
45		Cloud Standard VoIP Users with Voice Messaging
15		Cloud Desktop and Presence
15		Cloud Mobile App with Presence
2		Fax Connections
2		Conference Phone Connections
80		DID Numbers
1		Auto Attendant with Directory
4		System Status Monitoring Tool

Hardware and Setup Cost	Cloud VoIP, Software Updates and Onsite Maintenance/Support
<p><b>\$312</b>  <b>Monthly x60</b>                      or \$14,877</p>	<p><b>\$925</b>  <b>Monthly</b>                      -  <b>Replaces AT&amp;T Costs</b></p>

Excludes taxes and fees. Quote assumes existing Broadband Internet and wiring is CAT5 or better



## Options

Option	Description	Cost
	<p><b>Call Recording</b> Records and stores audio from telephone calls. Calls may be searched by extension or Caller ID. A message must play on all calls alerting the caller that the conversation is being recorded.</p>	<p><b>\$220/month</b></p>
	<p><b>User Desktop</b> Desktop control of phone Click to Dial from computer Call History on computer Instant messaging and chat User phone directory</p>	<p><b>\$3/month each</b></p>
	<p><b>Mobile App</b> for iPhone or Android Place/receive calls through office phone system using mobile phone over Internet connection. Priced for customer self install Download from App store</p>	<p><b>\$3/month each</b></p>
	<p><b>IMAP Messaging Waiting Integration</b> Custom integration to link messages stored in Cloud phone with IMAP compatible email service, so that a message stored in Cloud access is deleted at the same time a VM message is deleted from email.</p>	<p><b>\$145/month</b></p>







## Cost and Savings Assessment

Description of Existing and Proposed Services	Current Monthly	Future Monthly
<b>Existing Telecom Services</b>		
AT&T 831 644-9560 337 - 10 lines	\$1,615.17	\$0.00
AT&T 831 659-6094 428 - 1 line	\$197.54	\$0.00
AT&T 171-797-9125 193 - IP Flex	\$803.80	\$0.00
Comcast 8155 10 024 0241582 - Carmel Vly 25Mbps, 3 Lines	\$248.05	\$140.00
City of Monterey 5480 (\$697.75 quarterly / 3 = \$232.58)	\$232.58	\$232.58
Nortel Maintenance (\$1,800 annual / 12)	\$150.00	\$0.00
<b>New Telecom Services</b>		
AT&T 20Mbps SDWAN - Budgetary- 1910 General Jim Moore Blvd		\$185.00
Viasat 35Mbps SDWAN (blend with customer Verizon) - Sleepy Hollow		\$225.00
AT&T 4G/LTE Backup - 5 Harris Ct		\$75.00
Cloud VoIP Includes Maintenance and Support		\$925.00
Cloud Hardware and Installation (\$14,877 financed for 60 months)		\$312.00
Wireless Alarm Budgetary		\$30.00
Estimated Tax		\$140.00
Budgetary for contingency, such as carrier construction		\$400.00
<b>Total estimated charges</b>	<b>\$3,247.14</b>	<b>\$2,664.58</b>
<b>Comparative Data All amounts are estimates. Actual results will vary.</b>		
Monthly difference		<b>(\$582.56)</b>





### Option to Relocate Data/Communications Room

This is a quote for an optional project to relocate the servers and install new, Gigabit CAT6 cabling to a new location downstairs.

#### Scope of Project

- Install and anchor two 42U Data Racks in downstairs space.
- Install/extend connectivity from existing Fiber MPOE to new space.
- Install a CAT6 cable to each location - total of apprx 73 plus 5 wireless APs.
- Install new Gigabit patch cords
- Optionally coordinate with AT&T to move MPOE downstairs and HVAC vendor for climate control. Not included, budget apprx \$18,000 for this option.



**2 Data Racks**



**2 48 Port Patch Panel**



**CAT6 Cable**



**78 CAT6 Jacks**

Server Rack and Cable Hardware and Installation	
2	Rack Solutions 42U 4 Post Enclosure
2	Rack Shelves
2	Concrete Anchor Kit
2	48 Port Patch Panel
78	New CAT6 Cables, CAT6 Jacks, Faceplates
10	Panduit Wire Covering - per location. Estimated
78	1' CAT6 Patch Cables
78	10' CAT6 Patch Cables

Hardware and Setup Cost	
<p><b>\$512</b>  <b>Monthly x60</b>                      or <b>\$24,754</b></p>	

Excludes taxes and fees.





**IMPACT TO STAFF/RESOURCES:** The FY 2018-19 Information Technology budget includes funds of \$97,600 in the District budget for these line item purchases.

**BACKGROUND:** The GIS platform serves 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. All of these functions require the 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 GIS software 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 Information Technology and Financial Accounting programs require various software applications to allow staff to complete their day-to-day duties and tasks. These software allow providing support to both in-house staff and customers with real-time financial information of the District. The IT software's provide protection to District data with backup and network security including virus protection.

The District's Water Demand Division (WDD) is responsible for processing water permits, conducting inspections, managing conservation and rebate programs, and other water use regulatory functions affecting residential and non-residential properties within the District boundaries. The software program allows for providing the level of service needed to adequately manage, track and report on the District's current conservation and demand management programs.

The effectiveness of District tasks to better serve the MPWMD staff and the public is largely achieved through data management and analysis functions which are provided by the use of software's.

## **EXHIBITS**

None

## ADMINISTRATIVE COMMITTEE

### 5. CONSIDER APPROVAL OF AMENDMENT NO. 2 TO AGREEMENT WITH REGIONAL GOVERNMENT SERVICES AUTHORITY FOR MANAGEMENT AND ADMINISTRATIVE SERVICES

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>Yes</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No. :</b>	<b>Professional Fees</b>
<b>Prepared By:</b>	<b>Suresh Prasad</b>	<b>Cost Estimate:</b>	<b>\$70,000</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.

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

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**SUMMARY:** With the retirement of District's Human Resources Analyst, there was a need to find a replacement to fill that position. Based on the size of the District, the replacement of the full time Human Resources Analyst position can most effectively be filled with a part-time human resources consultant.

On December 12, 2016, the District entered in to an Agreement for Management and Administrative Services with Regional Government Services (RGS). The Agreement was for a period of six months that ended on June 30, 2017.

On June 19, 2017, the District entered in to Amendment No. 1 RGS. The Agreement was for a period of twelve months that will end on June 30, 2018.

Based on current experience for the past eighteen months, staff recommends extending the services of RGS for 12 months for a not-to-exceed price of \$70,000. This amendment will be from July 1, 2018 to June 30, 2019, attached as **Exhibit 5-A**.

**RECOMMENDATION:** District staff recommends authorizing the General Manager or the Administrative Services Manager/CFO to sign Amendment No. 2 to existing Agreement with RGS to provide management and administrative services for an amount not to exceed \$70,000. The approval of this item is contingent upon the adoption of FY 2018-2019 budget by the Board.

**BACKGROUND:** With the retirement of the District's full time Human Resources Analyst, staff evaluated the District's human resources need and realized that the most efficient way to fill the position would be to contract part-time human resources services.

RGS is a governmental, joint powers authority, formed in 2001, who exclusively serves public sector agencies. RGS will serve as a consultant for management and administrative services to provide human resources support for the District on a part-time, continuous basis and will provide onsite office hours of two four-hour days per week.

RGS has been providing services to the District since December 12, 2016, and the existing Agreement is anticipated to remain in force through June 30, 2018. RGS will assign RGS employees to serve as the Human Resources Advisor(s) to the District and will provide support by performing District's human resources management practices, policies and systems and by providing ongoing weekly Human Resources Management services.

## **EXHIBIT**

### **5-A** Amendment No. 2 to Agreement for Management and Administrative Services



**AMENDMENT NO. 2 TO AGREEMENT FOR MANAGEMENT AND ADMINISTRATIVE SERVICES FOR CONTINUATION OF SERVICES**

This document constitutes the Continuation of Services Amendment No. 2 entered into as of the 21<sup>st</sup> day of May, 2018, to the Management and Administrative Services Agreement entered into as of the 20<sup>th</sup> day of December, 2016 by and between the **MONTEREY PENINSULA WATER MANAGEMENT DISTRICT**, hereinafter called "Agency", and Regional Government Services Authority, hereinafter called "RGS".

**RECITALS**

This Continuation of Services Amendment is entered into with reference to the following facts and circumstances:

- A. Agency desires to amend the provisions of the Management and Administrative Services Agreement to extend the Human Resources services.
- B. RGS is desirous of these changes as well.

Based upon the foregoing Recitals Agency and RGS agree to the terms of continued services set forth in Exhibit A.

- C. All other terms and conditions of the Agreement shall remain in force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Continuation of Services Amendment to be executed on the date first above written by their respective officers duly authorized in that behalf.

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

MONTEREY PENINSULA WATER  
MANAGEMENT DISTRICT

REGIONAL GOVERNMENT SERVICES  
AUTHORITY

\_\_\_\_\_  
Suresh Prasad

\_\_\_\_\_  
Richard H. Averett, RGS, Executive  
Director

**EXHIBIT A**

The extension of the current services will be effective starting July 1, 2018, and this agreement is anticipated to remain in force through June 30, 2019, unless extended by mutual consent of both parties.

Hourly rates and “not to exceed” schedule are amended as follows:

**RGS STAFF**

<b>CLASSIFICATION</b>	<b>HOURLY RATE*</b>
Sr. Organizational Development Advisor	\$154
Sr. Human Resources Advisor	\$133
Human Resources Advisor	\$110
Technical Specialist	\$84

\*The Hourly Rate does not include direct external costs which will be invoiced to the Agency with no markup.

The cost of services for the period July 1, 2018 – June 30, 2019 is estimated to not exceed seventy thousand dollars (\$70,000).



## ADMINISTRATIVE COMMITTEE

### 6. CONSIDER EXPENDITURE FOR TEMPORARY AGENCY EMPLOYEE TO ASSIST WITH ELECTRONIC DOCUMENT STORAGE DURING FY 2018-2019

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>Yes</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>Temporary Personnel</b>
<b>Prepared By:</b>	<b>Suresh Prasad</b>	<b>Cost Estimate:</b>	<b>\$25,000</b>

**General Counsel Approval:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.

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

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**SUMMARY:** As part of the District's efforts to reduce physical storage needs of hard copy documents, archive historical documents, and efficiently manage these documents, all paper documents will need to be scanned, tagged and cataloged by a skilled temporary worker employed through a local staffing agency.

It is envisioned that all scanning, tagging and cataloging of District records would take approximately six months to complete.

**RECOMMENDATION:** Authorize the expenditure of funds for a local staffing agency to provide an individual, or successive individuals if necessary, for six months to perform scanning project for the District. The approval of this item is contingent upon the adoption of FY 2018-2019 budget by the Board.

**BACKGROUND:** The District has many historical documents, personnel records, and environmental data across all divisions. Migrating these records into a document management system will preserve the data, increase efficiency for retrieval, and promote the workflow of certain tasks.

The assistance of a temporary worker to digitize these documents will allows staff to continue with their regular daily tasks. The temporary worker would focus on data scanning during the time of his or her assignment and would not provide other clerical or office assistance.

### EXHIBIT

None



## ADMINISTRATIVE COMMITTEE

### 7. CONSIDER APPROVAL OF AGREEMENT WITH LYNX TECHNOLOGIES FOR GEOGRAPHIC INFORMATION SYSTEM (GIS) SERVICES

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>Yes</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>Professional Fees</b>
<b>Prepared By:</b>	<b>Suresh Prasad</b>	<b>Cost Estimate:</b>	<b>\$35,000</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.

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

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**SUMMARY:** With the departure of District's full-time GIS Specialist, there was a need to find a replacement to fill that position. Based on the size of the District, the replacement of a full-time GIS position can most effectively be filled with a part-time GIS consultant.

On June, 2017, the District entered in to an Agreement for GIS Professional Services with Lynx Technologies. The Agreement was for a period of 12 months that will end on June 30, 2018.

A new scope of services for GIS Professional Services has been prepared by Lynx Technologies for the Board review. If approved, this Agreement will be effective from July 1, 2018 to June 30, 2019.

Currently, the Pebble Beach Community Services District is using services of Lynx Technologies to provide GIS services for their district on a part-time basis. In addition, several other cities are also utilizing the services of Lynx Technologies for their GIS needs.

**RECOMMENDATION:** District staff recommends authorizing the General Manager or the Administrative Services Manager/CFO to enter into an agreement with Lynx Technologies to provide GIS services for an amount not-to-exceed \$35,000. The approval of this item is contingent upon the adoption of FY 2018-2019 budget by the Board.

**BACKGROUND:** With the resignation of the District's full time GIS Specialist, staff evaluated the District's GIS needs and realized that the most efficient way to fill the position would be to contract part-time GIS services.

Lynx Technologies will serve as a consultant for GIS services to provide support for the District on a part-time, continuous basis and will provide onsite office hours of 1-2 days per week based on the workload.

The Agreement with Lynx Technologies will be from July 1, 2018 to June 30, 2019. After which, these services may continue on a month-to-month basis. Lynx Technologies will assign an employee to serve as the GIS consultant to the District and will provide support by performing District's GIS services on an ongoing basis. Details of these functions being performed by Lynx Technologies are included in Scope of Services (**Exhibit 7-A**).

**EXHIBIT**

**7-A** GIS Professional Services Scope of Services

June 6, 2018

Mr. Suresh Prasad  
Chief Financial Officer  
Monterey Peninsula Water Management District  
5 Harris Court, Bldg. G  
Monterey, CA 93942



Re: GIS Professional Services

Dear Suresh:

Thank-you for the opportunity to submit this scope of work to provide GIS professional services for the Monterey Peninsula Water Management District. Services will be performed as directed by you, and Lynx Technologies will provide appropriate staffing to conduct on- and offsite services on a time and materials basis.

The purpose of this agreement is to provide support for the District's Geographical Information System (GIS). Core tasks for the upcoming year include:

- Develop the ArcGIS Server environment to support the Accela Permitting software Web Mapping GUI and XAPO.
- Provide systematic updates of parcel feature data and Monterey County assessor data changes
- Continue to develop the GIS SQL/SDE Enterprise database to warehouse all spatial and tabular data to support the business functions of the organization.

Ongoing tasks and priorities will be determined after the initial discovery phase. Lynx staffing will be assigned commensurate with the required skill required. Subject matter vary but may involve any of the roles listed or related below:

- Base feature layer maintenance including parcels, streets, addresses, roadway, tract, and boundary changes, including associated tables and annotation.
- Data maintenance of other layers within the GIS such as utility networks, planning and engineering overlays.
- Onsite work to collect and capture data. For example, staff could be assigned to go through engineering data to infill missing data, or there may be a special project that District staff requires a GIS technician in which significant interaction is required.
- Field work as required, this may include field inspection, or high precision GPS capture of well data.
- Database design
- Produce maps for board presentation
- Ad hoc GIS analysis

- ArcGIS Desktop training for District staff

Each assignment will proceed with an estimate of required hours; a detailed scope of work will be provided for unusual or one-time projects. A simple email exchange of hours and approval is all that will be required for maintenance work.

The total annual budget will not exceed \$35,000. This would provide sufficient funds for onsite staff for up to 2 days per week.

All work will be billed on a time and materials basis according to the following rate schedule:

Project Manager/Analyst: \$75/hr.  
GIS Technician: \$65/hr  
Clerical: \$50/hr

If you have any questions regarding this proposal I can be reached on my cell phone at any time: (408) 482-3255, or by email: [patrickk@lynxgis.com](mailto:patrickk@lynxgis.com). Again, thank-you for the opportunity to submit this proposal and I look forward to working with you.

Sincerely,

Patrick Kelleher  
Lynx Technologies

## ADMINISTRATIVE COMMITTEE

### 8. AUTHORIZE FUNDS TO CONTRACT FOR LIMITED-TERM FIELD POSITIONS DURING FY 2018-2019

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>Yes</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/</b>	<b>Aquatic Resources Fisheries</b>
		<b>Line Item No.:</b>	<b>2-3-1 J, 2-3-2 B, C, F; 2-3-4 B &amp; 2-3-7 / Hydrologic 2-5-1 D</b>
<b>Prepared By:</b>	<b>Suresh Prasad</b>	<b>Cost Estimate:</b>	<b>Up to \$46,500</b>

**General Counsel Approval:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.

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

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**SUMMARY:** The District has funded limited-term positions to assist District staff in the completion of field activities for many years. These positions are not on the District organization chart and these incumbents are not included in the District bargaining units. The schedules for these positions are part-time and largely seasonal in nature. Contracts are for six-month periods of time or less. However, limited-term employees may be offered subsequent contracts. Funding for these positions is included in the proposed 2018-2019 Fiscal Year (FY) budget.

Authorization is requested to hire several part-time limited-term *Water Resources Assistants* for a total of 1,500 hours. The hours will be used for juvenile fish rescues and Carmel River and Lagoon water quality monitoring. These positions would prevent the accrual of excessive compensatory time and overtime for higher level regular full-time positions. The Water Resources Assistants would be paid \$14.75 to \$15.00 per hour and cost up to \$28,500.

Authorization is also requested to hire several part-time limited-term *Fisheries Aides* for up to a total of 1000 hours of work during FY 2018-2019. These individuals will assist staff with basic labor tasks in the intensive rescues of steelhead juveniles and smolts in the lower Carmel River, as well as performing other fisheries tasks required to prepare for rescues. The Fisheries Aides would be paid \$13.75 to \$14.00 per hour and cost up to \$18,000.

**RECOMMENDATION:** Authorize the expenditure of funds to hire several limited-term Water Resources Assistants for up to a total of 1,500 hours of work, several Fisheries Aides for up to 1,000 between July 1, 2017 and June 30, 2018. The approval of this item is contingent upon the adoption of FY 2018-2019 budget by the Board.

**IMPACTS TO STAFF/RESOURCES:** The total cost of the limited-term contracts described above would not exceed \$46,500. It should also be noted that limited-term employees receive no District benefits. In addition to their hourly wages, additional costs to the District are limited to legally mandated payroll taxes and workers compensation insurance premiums. The FY 2018-2019 budget includes \$46,500 for these limited-term field positions. They are listed in the Project Expenditures section, under the Aquatic Resources Fisheries and Hydrologic Programs.

**BACKGROUND:**

- A. Water Resources Assistants: This job classification was created in December 1998 to assist staff in the Water Resources Division with field and administrative tasks, including rescuing of juvenile steelhead in the lower Carmel River, surveying of steelhead spawning habitat, and monitoring of groundwater and surface water resources within the Monterey Peninsula Water Resource System. It is needed to help ensure that tasks for the District's Fisheries Mitigation Program are completed on schedule. They have also been integral in conducting the California Stream Bioassessment Procedure (CSBP), developed by the Department of Fish and Game as a rapid bioassessment protocol and method to track overall stream health. Without the assistance of limited-term help, the ability to conduct these tasks would be severely impacted. Additionally, the Water Resources Assistants will support regular staff with lagoon water quality monitoring, well production and groundwater quality historical data compilation, and grant projects. These employees will work in the Water Resources Division and be supervised by the Senior Fisheries Biologist.
- C. Fisheries Aides: Over the past two decades, District staff has initiated rescues when streamflow receded below ten cubic feet per second at Highway One. This has occurred anytime between March and September. The District will be rescuing and transporting three groups of steelhead, including smolts, kelts (spawned-out adults) and juveniles. The smolts and kelts will be transported downstream to the lagoon or ocean, while juveniles will be transported upstream to permanent habitats above the Narrows. Additional help is needed to successfully perform this critical function. If staff attempted to conduct rescues with fewer workers, more fish would be lost because a smaller crew cannot effectively keep up with the number needing rescue and cannot work fast enough to keep up with the retreating river front. It would also increase the risk of on-the-job injuries for people working too strenuously as they attempt to complete two critical jobs in the same period of time. The incumbents of this position will work in the Water Resources Division and be supervised by the Senior Fisheries Biologist.

**EXHIBIT**

None



## ADMINISTRATIVE COMMITTEE

### 9. CONSIDER APPROVAL OF THREE TEMPORARY FIELD STAFF POSITIONS FUNDED THROUGH THE INTERAGENCY CONTRACT BETWEEN MPWMD AND NMFS TO PROVIDE FOR A COOPERATIVE RESEARCH AND MONITORING PROJECTS

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>No</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	
<b>Prepared By:</b>	<b>Suresh Prasad</b>	<b>Cost Estimate:</b>	<b>Up to \$21,000 (reimbursable)</b>

**General Counsel Approval:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.

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

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**SUMMARY:** In 2017, the District entered into an interagency contract with National Oceanographic and Atmospheric Agency's (NOAA) National Marine Fisheries Service-Southwest Fisheries Science Center (NMFS-SWFSC) for the purposes of conducting juvenile steelhead population studies. As part of the three-year contract, for fiscal year 2018-2019, MPWMD will provide local employees to support up to three positions. The positions will be filled at one of five levels, depending on increasing skill level, possession of specific certifiable skills in electrofishing, surgical fish tagging, and red-legged frog identification and avoidance. Field work will be conducted for three months from August through October for a total of 1,166 combined hours.

The contract is limited to \$21,000 per year. The funding for this contract comes from Cal-Am as a requirement of Water Rights Order 20016-0016. This field work will dovetail and complement the fall population sampling that MPWMD already does, and include the tagging of fish that we sample. The data collected will guide future steelhead management by the NMFS and California Department of Fish and Wildlife, and may contribute information needed in a future Water Allocations Supplemental Environmental Impact Report, envisioned for some time after 2020.

Authorization is requested to hire a combination of limited-term Water Resources Assistants, Fisheries Aides, Fish Rescue Crew Leader, Fisheries Technician, Field Biology Assistant not to exceed the allocated contract amount for the year. These positions would prevent the accrual of excessive compensatory time and overtime for higher level regular full-time positions.

**RECOMMENDATION:** Staff recommends approving three temporary field staff positions for cooperative research and monitoring projects with the NOAA/NMFS for fiscal year 2018-2019. This is fully reimbursed project so the impact to the District will be zero. This project was not part of the FY 2018-2019 Budget so it will be included in the District's mid-year budget amendment.

**IMPACTS TO STAFF/RESOURCES:** The total cost of the limited-term staffing described above would not exceed the interagency contract amount. MPWMD will provide the administrative overhead for onboarding, payroll administration, and use of District's vehicles.

**EXHIBIT**

None

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## ADMINISTRATIVE COMMITTEE

### 10. CONSIDER RENEWAL OF STANDARD LICENSE AGREEMENT WITH CORELOGIC INFORMATION SOLUTIONS, INC.

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>Yes</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>Services &amp; Supplies 26-05-761000</b>
<b>Prepared By:</b>	<b>Stephanie Locke</b>	<b>Cost Estimate:</b>	<b>\$14,000</b>

**General Counsel Approval:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.

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

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**SUMMARY:** The District uses CoreLogic Information Solutions to utilize its online RealQuest Professional services. The RealQuest service supports the District's programs by providing property information needed for researching and noticing properties, documenting ownership and use information for deed restriction preparation, and enforcement of the District's water efficiency standards. The service is utilized daily by the Water Demand Division, and occasionally by the Water Resources and Engineering Division. There are no other reasonably accessible alternative sources for the information provided by RealQuest.

The RealQuest license includes:

- Property Profile/Reports
- Street Map Search
- Parcel Maps
- Street Maps Plus
- User sign-on and passwords for eight staff (seven in Water Demand; one in Water Resources and Engineering)
- Access to recorded documents and associated document imaging

Staff is requesting authorization to spend \$14,000.00 to continue use of CoreLogic's RealQuest Professional services. Funding for this expenditure is included in the Fiscal Year 2018-2019 budget.

**RECOMMENDATION:** Staff recommends the Administrative Committee ratify this item with a recommendation that the Board authorize expenditure of up to \$14,000.00 for Fiscal Year 2018-2019 to obtain CoreLogic's RealQuest Professional.

**IMPACT TO STAFF/RESOURCES:** None.

### EXHIBIT

None



## ADMINISTRATIVE COMMITTEE

### 11. APPROVE EXPENDITURE TO CORPORATION SERVICE COMPANY - RECORDING FEES

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>No</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>Recording Fees 26-05-781900</b>
<b>Prepared By:</b>	<b>Stephanie Locke</b>	<b>Cost Estimate:</b>	<b>\$100,000 (partially reimbursed)</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.

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

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**SUMMARY:** The District records approximately 65 documents each month with average recording fees of around \$110. The documents are electronically recorded through Corporation Service Company (CSC). Electronic recording costs less than the former method of transmitting documents via courier to the Recorder's Office. Approximately 40 percent of the recording fees are reimbursed by the applicant. Recorded documents include deed restrictions related to access to water records, limitations on use, Well Confirmation of Exemptions, Water Distribution System Permits, and notices of compliance and removal.

CSC requires immediate payment at the time a document is recorded. To facilitate this, the District maintains a deposit account that is regularly refilled to cover recording costs. Staff is seeking approval of \$100,000 for document recording during Fiscal Year 2018-19.

**RECOMMENDATION:** Staff recommends the Administrative Committee approve the expenditure of up to \$100,000 for recording fees for the Fiscal Year 2018-2019.

**IMPACT TO STAFF/RESOURCES:** Funds for this expenditure are available in the Fiscal Year 2018-2019 budget.

#### EXHIBIT

None



## ADMINISTRATIVE COMMITTEE

### 12. CONSIDER EXPENDITURE FOR WATER CONSERVATION MESSAGING MATERIALS

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>Yes</b>
<b>From:</b>	<b>Dave Stoldt General Manager</b>	<b>Program:</b>	<b>Water Conservation</b>
		<b>Line Item:</b>	<b>4-2-2-M</b>
<b>Prepared By:</b>	<b>Stephanie Locke</b>	<b>Cost Estimate:</b>	<b>\$25,000</b>

**General Counsel Approval:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.

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

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**SUMMARY:** The District currently provides towel/linen reuse signs and restaurant table tents to the hospitality industry upon request. Replenishment of stock is now necessary and was planned in the Fiscal Year 2018-19 budget.

**RECOMMENDATION:** Staff recommends the Administrative Committee support an expenditure of up to \$25,000 to renew the District's stock of water conservation signage.

**IMPACT TO STAFF/RESOURCES:** Funds for this expenditure are available in fiscal year 2018-2019 budget.

#### EXHIBIT

None





## ADMINISTRATIVE COMMITTEE

### 13. CONSIDER FUNDING REBATES IN THE CALIFORNIA AMERICAN WATER SYSTEM BETWEEN JULY 1, 2018, AND THE AVAILABILITY OF FUNDING FROM THE CAL-AM GENERAL RATE CASE

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>No</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>N/A</b>
<b>Prepared By:</b>	<b>Stephanie Locke</b>	<b>Cost Estimate:</b>	<b>\$700,000</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.

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

**SUMMARY:** MPWMD, with California American Water’s (“Cal-Am”) agreement, has been front-funding the rebates so that the program is not suspended while awaiting Cal-Am’s General Rate Case (“GRC”) decision by the California Public Utilities Commission (“CPUC”). The Rebate Program is funded through a conservation surcharge that is considered every three years as part of Cal-Am’s budget process. The decision on the 2018-2020 GRC (filed in July 2016) has been significantly delayed and is not expected before the end of the year. The pending GRC conservation budget includes \$1.6 million for rebates.

On January 24, 2018, the Board authorized to spend \$270,000 towards front-funding of the rebate through June 30, 2018. The Board is being asked to continue front-funding the Rebate Program from the District’s General Fund until the GRC is finalized. At that time, MPWMD will invoice Cal-Am for the expenditure. The Board was informed in January 2018 that there is a slight risk that rebate funding will not be approved by the CPUC, although all previous requests for funding for the Rebate Program have been approved since 2007 and the CPUC’s Office of Ratepayer Advocates has been supportive of the Peninsula’s need to fund rebates during the Cease and Desist Order (“CDO”).

The Rebate Program on the Monterey Peninsula contributes significantly to water savings and compliance with the CDO. The program provides extensive and generous incentives for property owners/managers to replace older water-guzzling appliances and to install new water efficient equipment. Current programs, such as the multi-family retrofit requirement and the HEART Program promote and utilize the rebate program. An interruption in funding would jeopardize these programs and the associated water savings and would impact the current momentum to participate. In 2011, the program was suspended awaiting the 2012 GRC approval. After funding became available, it took approximately 18 months to return to current participation levels. Given the urgency of conservation and the CDO milestones, staff recommends the Board authorize interim funding.

**RECOMMENDATION:** The Administrative Committee should support the continued front-funding of rebates from the General Fund pending approval of Cal-Am's GRC budget. The proposed FY 2018-2019 budget includes \$700,000 for rebates over the course of the fiscal year.

**EXHIBIT**

None

## ADMINISTRATIVE COMMITTEE

### 14. CONSIDER CONTINUANCE OF CONTRACT WITH ZONE 24X7 FOR WATER DEMAND DATABASE IMPROVEMENTS AND MAINTENANCE

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>Yes</b>
<b>From:</b>	<b>David J. Stoldt General Manager</b>	<b>Program:</b>	<b>Water Conservation</b>
		<b>Line Item No.:</b>	<b>26-05-781161</b>
<b>Prepared By:</b>	<b>Mark A. Dudley</b>	<b>Cost Estimate:</b>	<b>\$60,000</b>

**Administrative Services Division Manager/Chief Financial Officer Review:** Yes  
**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.  
**CEQA Compliance:** This action does not constitute a project as defined by the California Environmental Quality Act Guidelines Section 15378.

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**SUMMARY:** Staff is requesting authorization to enter into an agreement with Zone 24x7 to continue software programming needs related to the District's Water Demand Division Database (WDD-DBS). The WDD-DBS was deployed in October 2009. Due to the complexity of the integrated database system and changes to District policy, additional programming is necessary to address refinements and conflicts related to the various processes. Since the October 2009 launch date, WDD-DBS support has been provided by Zone 24x7 (the contractor and designer of the system) and District staff.

On November 13, 2017, the Board authorized approval of contract with Accela Inc. for purchase and implementation of a new Water Demand Division Database. The new WDD-DBS has been ongoing and is scheduled to go live in December 2018. However, until the new WDD-DBS goes live, the District needs to maintain in parallel the existing database.

This contract with Zone 24x7 will ensure that the existing database is maintained and operational until the new database goes live. Once the new WDD-DBS is live, we will be able to cancel this contract with 30 day notice. The FY 2018-2019 budget includes \$30,000 for this effort and staff does not anticipate going through with the full term of this contract. In the event funds for this contract exceeds the budgeted amount, the change will be addressed with the District's mid-year budget amendment.

**RECOMMENDATION:** Staff recommends authorizing the General Manager or the Chief Financial Officer to enter into an agreement with Zone 24x7 for an amount of \$60,000.00 for improvements and maintenance of Water Demand Database. The approval of this item is contingent upon the adoption of FY 2018-2019 budget by the Board.

**BACKGROUND:** As staff has worked with the system, it has been determined that some of the items originally programmed can be improved to provide better functionality, flexibility, responsiveness and ongoing maintenance of the database. These functional requirements are based

on staff feedback on the original design of the database system. In addition, implementation of water demand-related ordinances has complicated programming and functionality, as each change potentially affects more than one module in the WDD-DBS.

Additionally, this database will be phased out with the implementation of the new Accela database, however, the go live date for the new database is not until December 2018. This contract is an effort to continue operating the existing database and provide maintenance and operational support to the existing database. This will also ensure that all data from the existing system is migrated to the new system.

## **EXHIBIT**

### **14-A Zone 24x7 Contract**



**Maintenance Support  
(2018 / 2019)**  
Statement of Work (SOW)





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## Executive Summary

This statement of work by Zone24x7 Inc., stipulates scope of work, deliverables (services) required to fulfill the contract, effort requirements and financial aspects of extending the allocation of the current team to continue providing development and maintenance support on Database System (WDDBS) of the Monterey Peninsula Water Management District during 2018 / 2019 period.

Zone24x7 Inc. is a leading global provider of technology consultancy and innovation services headquartered in San Jose, California with offices in the USA and Sri Lanka employing topnotch engineering talent.

Zone24x7 demonstrates considerable acumen in the judicious application of next generation technology in key business and industry verticals such as Retail, Banking/Finance, Healthcare, Logistics and Manufacturing. We deliver total end to end enterprise grade solutions encompassing ground-up custom hardware/software designs including embedded systems, critically evaluated distinctive algorithms and co-designed harmony of hardware, and software components which seamlessly integrate with existing enterprise IT infrastructures. We have been recognized by Asia Pacific ICT Alliance (APITCA) for our R&D products in 2012 and 2015.

Zone24x7s unique software development and delivery model 'ZoneWay' is centered on global best practices and in line with SEI CMMI Level 3 Standards. 'ZoneWay' ensures exceptional quality assurance and on-time delivery within budget to our valued clients.

# 1 Overview

THIS STATEMENT OF WORK ("SOW") dated June 04 , 2018 sets forth a scope and definition of the maintenance services, work and/or project (collectively, the "Services") to be provided by Zone24x7, Inc. ("Zone24x7") to Monterey Peninsula Water Management District ("Client" or "MPWMD").

## 1.1 Exposure to the Client

Under this agreement, Zone24x7 will extend the services of the current team (as specified in table 1.1.1) allocated to work on the WDDBS project of the Monterey Peninsula Water Management District for a period of 1 year (52 weeks, starting from 07/01/2018 to 06/30/2019). The total estimated effort cost for this allocation would be **US\$60,528.00 (NTE amount US\$60,000.00)** and invoicing would be done on monthly basis;

Category	Estimated Weekly Effort [Hrs.]	Hourly Rate	Cost [USD]
Project Coordinator	10.0	30.0	15,600.00
Software Engineer	20.0	28.0	29,080.00
QA Engineer	16.0	19.0	15,808.00
<b>Total Cost [52 Weeks]</b>			<b>60,528.00</b>

Table 1.1.1 – Resource / Cost Summary

## 1.2 Terms and Conditions

- Purpose of this allocation will be to assign a team of resources to support MPWMD on conducting following tasks;
  - Maintenance & Support work upon request.
  - Troubleshoot any issues reported by MPWMD and solve them to avoid any production blockers.
- MPWMD is responsible for utilizing these resources optimally and invoicing will be raised based on above resource allocation (Table 1.1.1) when there is no work to be performed by the team.
- Any support required for the transition to Accela will be evaluated separately and add resources based on the work scope. This will be covered by a change request.



**Maintenance Support (2018 / 2019)**

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- Under this agreement, 3 resources will be allocated as the base resource structure to work solely on MPWMD WDDBS project according to the cost structure defined in the section 1.1 (Table 1.1.1). In addition, support of a Software Architect would be obtained (at a discretion of the Zone24x7 team) to provide technical guidance and review proposed technical solutions when required with no additional expense to the Client.
- Additional resources would be allocated as and when required after confirming with the MPWMD under the hourly<sup>1</sup> rate structure specified in table 1.1.1.
- Allocation of additional resources would require written (e-mail) approval from the Client and Zone24x7 will work in the best interest of Client requests for allocating additional resources within 2 weeks of the request provided that the type and level of resources requested and their availability.
- Allocation of the "base resource structure" as defined in the section 1.1. (Table 1.1.1 throughout the stipulated period is a necessity. However, additional resources will be allocated according to the terms and conditions stated herein.
- A project schedule will be prepared/updated by the Zone24x7 project responsible and any urgent requests will be accommodated by compromising current ongoing work (unless otherwise requires additional resources to cover the urgent requests are added to the project), hence updating/expanding project schedule/timeline of current work is required.
- Weekly project meetings are required to be conducted by the Zone24x7 team and the Client team for work planning and evaluation. Every meeting will be followed by meeting minutes. In addition, Zone24x7 Project Responsible would require compile and distribute the project status report on weekly basis.
- Zone24x7 team is responsible for managing requirements for the work/projects carried out by the team and Client responsible should verify and approve the same in a timely manner prior to starting any tasks.
- If any third-party equipment/accessories are required for the project work, Client is responsible for providing the same. All the equipment/accessories provided to Zone24x7 are on loan returnable basis and Client will be responsible for the shipping costs associated with providing the same.

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<sup>1</sup> The same hourly rate would apply to the same category of resources (Electronic/Software Engineers)

#### Maintenance Support (2018 / 2019)

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- A Client responsible who has full knowledge of the complete requirement of the work will be made contactable to assist with requirements gather/clarifications.
- All the invoices are subject to 30 NET payment term and Past due invoices are subject to a financial charge of 1.5% per month.
- Any additional specifics which not stated hereunder will be upon mutual agreement by and between Zone24x7 and the Client.

### 1.3 Agreement Extension & Termination

- This agreement can be extended after the stipulated period (1 Year) and additional resource requirements within the active period can also be accommodated upon Client's request for the agreed upon rate.
- Renewal of the agreement would be subjected to rate revisions after getting the consent of both parties (Zone24x7 and Client).
- In the event either party requires terminating this agreement, may terminate this agreement without penalty upon thirty (30) days advance written notice to the other party.

In the event of termination, Zone24x7 will hand over all the related software artifacts to the Client and Client is responsible for completing the fees earned by Zone24x7 through the date of termination.

## 2 Benefits of Zone24x7 Partnership

At Zone24x7, our goal is to offer our clients the ultimate technology and innovation edge with a unique combination of ingenuity, technical proficiency and business acumen.

### **True End-to-end Expertise**

Our solutions are about experiences, defined by hardware & software working harmoniously together. Our solution capabilities cover a wide spectrum from ground up hardware designs to enterprise software applications development. We employ the finest engineering talent who have excelled over a decade across multiple business domains, in weaving hardware, software and services into compelling product strategies for leading global corporates including fortune 1000 companies.

### **Innovation Network**

When you partner with Zone24x7, you have more than a team of engineers at your disposal. As our valued client, you will benefit from extensive access to a broad network of Zone24x7 technology partners, research & development partners and affiliations, leading universities and academia, industry thought leaders and leading industry bodies including standard bodies. Hence, we are uniquely positioned to offer you more value than what you would expect from a similar partnership with another vendor.

### **ZoneWay**

ZoneWay, our own in-house project execution and delivery model offering the required visibility, control and consistency with the right degree of flexibility to meet ever increasing demands for high quality business solutions. ZoneWay was developed to be in line with CMMI Level III and other leading industry standards. In consultation with the client, our teams adapt ZoneWay to meet the explicit needs and challenges of the client's operating environment.

### **Centers of Excellence**

Over the last decade, we have accumulated a wealth of experience, technology know how and invaluable business insights, catering to diverse business needs of our clients in multiple domains. Zone24x7 Centers of Excellence demonstrates some niche competences established and developed around specific problem domains specifically to drive business value and sustained competitive advantage for our clients.

Please visit [www.zone24x7.com](http://www.zone24x7.com) for more details.



Maintenance Support (2018 / 2019)

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### 3 Signatories

**MPWMD**

[Monterey Peninsula Water Management District]

**Zone24x7, Inc.**

Signature: .....

Signature: .....

Name: .....

Name: .....

Title: .....

Title .....

Date: .....

Date: .....



**Maintenance Support (2018 / 2019)**

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## ADMINISTRATIVE COMMITTEE

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

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>Yes</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>WDS Permitting 2-8-2</b>
<b>Prepared By:</b>	<b>Gabriela Ayala</b>	<b>Cost Estimate:</b>	<b>\$2,000</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.

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

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**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) 2018-2019 (July 1, 2018 through June 30, 2019) 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 15-A** is the proposed scope of work and cost estimate from Pueblo for FY 2018-2019. The proposed \$2,000 total limit is the same of that budgeted in FY 2017-2018, based on actual work performed in FY 2017-2018. 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 2018-2019, which was recently adopted by the Board as part of the FY 2018-2019 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**

### **15-A Pueblo Water Resources Scope of Work and Fee Schedule for FY 2018-2019**





June 4, 2018  
Project No. 15-0064

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

Attention: Ms. Gabby Ayala

Subject: Proposal for Continuing Professional Hydrogeologic Services; WDS Permitting Assistance, Fiscal Year 2018-2019

Dear Gabby:

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 2018-2019 (FY 2018-2019). 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**

#### **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. This task also includes providing assistance with the preparation of any hydrogeologic evaluations requested by the District related to the WDS program. Consistent with past practice, our work will be performed with direct oversight of the General Manager or his/her designee (e.g., the District Senior Hydrogeologist) on an as-needed / as-directed basis.

#### **Fees**

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.



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: 2018 Fee Schedule

**PUEBLO WATER RESOURCES, INC  
2018 FEE SCHEDULE**

***Professional Services***

Principal Professional.....	\$205/hr
Senior Professional.....	\$190/hr
Project Professional.....	\$175/hr
Staff Professional.....	\$145/hr
Technician.....	\$135/hr
Illustrator.....	\$120/hr
Word Processing.....	\$100/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.



## ADMINISTRATIVE COMMITTEE

### 16. CONSIDER APPROVAL TO PURCHASE EXPENDABLE PIT TAGS AND OTHER DISPOSABLE TAGGING SUPPLIES FOR THE REMAINDER OF CALENDAR YEAR 2018

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>Yes</b>
<b>From:</b>	<b>Dave Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>Aquatic Resources/ Fisheries 2-3-1 H</b>
<b>Prepared By:</b>	<b>Kevan Urquhart</b>	<b>Cost Estimate:</b>	<b>\$20,000</b>

**General Counsel Approval:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.

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

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**SUMMARY:** The District has been cooperating with the National Marine Fisheries Service, Southwest Fisheries Science Center (NMFS-SWFSC) since 2013 to tag juvenile steelhead with half-duplex (HDX) Passive Integrated Transponder tags (PIT-tags). Additional tags, tag injectors, needles, scalpels and other such disposable/expendable field supplies are needed in order to tag juvenile fish this upcoming summer rescue season, and during fall population monitoring. We need up to a total of 6,000 PIT tags of two sizes (12 & 24 mm), ~3,000 of each size per year, as well as the associated tagging supplies. The tags alone run approximately \$1.70-\$2.25 each, plus tax and shipping, for an estimated \$12,000/year, that does not include additional supplies necessary to complete the tagging process.

In August 2017, the board approved a not-to-exceed amount of \$8,500, and then approved an additional \$3,200 in April 2018 solely for the purchase of major items of equipment, hardware and tags. These authorized amounts did not include ongoing minor supplies billed to the same Line Item. We have not had to purchase any PIT tags to date, as they were supplied by NMFS, but stocks of those tags are almost depleted, and we have begun the annual Fish Rescue Season. To date we have spent approximately \$19,000 of the \$65,000 budget on all items related to the program, leaving up to \$46,000 to be authorized. The additional expendable/disposable supplies needed to continue tagging fish this Calendar Year, is estimated at \$20,000, allocated as \$12,000 in the remainder of Fiscal Year (FY) 2017-2018, and \$8,000 in next FY 2018-2019. Any additional major hardware or equipment expenses for FY 2018-2019 will be proposed and documented in an additional Staff Note, next FY.

**RECOMMENDATION:** Staff recommends that the District Board authorize additional expenditure of budgeted funds in the amount of \$12,000 for FY 2017-2018 and \$8,000 for FY 2018-2019 to cover solely the costs of expendable/disposable PIT tags and tagging supplies, not including other miscellaneous ongoing operational expenses to support the program.

**IMPACT TO STAFF/RESOURCES:** The Fiscal Year 2017-2018 Budget includes \$65,000 and the Fiscal Year 2018-2019 Budget is proposed to have \$45,000 for these ongoing studies to monitor steelhead related to our impending NMFS ESA Section 10(A)(1)(a) permit.

**EXHIBIT**

None

## ADMINISTRATIVE COMMITTEE

### 17. CONSIDER AUTHORIZING THE GENERAL MANAGER TO INCREASE THE LEVEL OF INDEMNIFICATION IN A RIGHT-OF-ENTRY AND PROJECT PERMISSION AGREEMENT WITH QUAIL LODGE, INC. FOR THE CARMEL RIVER BANK STABILIZATION PROJECT AT RANCHO SAN CARLOS ROAD

**Meeting Date:** June 11, 2018                      **Budgeted:** N/A

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

**Prepared By:** Larry Hampson                      **Cost Estimate:** N/A

**General Counsel Approval:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.

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

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**SUMMARY:** The District has designed a project to stabilize a portion of the Carmel River downstream of Rancho San Carlos Road that underwent significant streambank erosion in the winter of 2017. The project work affects two parcels owned by Quail Lodge, Inc. At the May 21, 2018 Board meeting, the General Manager was authorized to offer up to \$75,000 to indemnify each property owner affected by the proposed project against losses due to the project. Quail Lodge, Inc., has requested a higher cap due to the high value of assets owned by the company and the potential to be a “deep pockets” target in a lawsuit. Since inception of the Carmel River Management Program in 1984, the District has not been sued over Carmel River restoration work.

**RECOMMENDATION:** Staff recommends that the General Manager be authorized to negotiate with Quail Lodge, Inc. to increase the level of indemnification for Quail Lodge, Inc. up to \$300,000.

**IMPACT TO STAFF/RESOURCES:** Entering into agreements has no immediate fiscal impact. Authorization to expend funds for the project will be on a future agenda.

## EXHIBIT

**17-A** Draft agreement





**EXHIBIT 17-A**

**Recording Requested By: Monterey Peninsula Water Management District**

**When Recorded, mail to: MPWMD  
P.O. Box 85  
Monterey, CA 93942-0085**

**CARMEL RIVER BANK STABILIZATION AT****RANCHO SAN CARLOS ROAD****RIGHT-OF-ENTRY AND PROJECT PERMISSION**

The Owner of Assessor's Parcel Numbers 157-121-027 and 157-121-028 (hereinafter referred to as "Property") desires to restore and protect streambanks located on the Property adjacent to the Carmel River. The Monterey Peninsula Water Management District (hereinafter referred to as "District") is the public agency charged with the responsibility for the integrated management of the ground and surface water resources affecting Carmel Valley and the Monterey Peninsula. The District desires to implement a bank stabilization project (hereinafter referred to as "Project") to rebuild streambanks, reduce the potential for streambank erosion, restore channel stability, and restore riparian habitat in the channel of the Carmel River located on the Property.

The work to be performed shall be in accordance with the plans and specifications prepared by the District for this Project. The work shall involve: (1) selective removal of existing vegetation and grading for temporary access for equipment access into the channel; (2) grading of streambanks and relocation of the low flow channel; (3) placement of rock riprap and a log crib wall along portions of the streambank; (4) revegetation of the banks, terrace area and areas disturbed by construction activities; (5) installation of an irrigation system; (6) monitoring and maintenance of the project area; (7) installation and removal of a temporary access ramp into the river for equipment and materials; (8) temporary storage of equipment and materials during construction.

The District shall be responsible for securing all applicable permits and agreements. All works shall be performed between the hours of 7 a.m. and 6 p.m., Monday through Friday. This agreement, however, is not a promise or guarantee by the District to perform the works described herein. The District Engineer may declare an emergency situation during which the District may, with reasonable notice, enter upon the Property to install or maintain the described works outside of normal business hours. Such emergencies include, but are not limited to, damage from erosion, flooding, vandalism, theft, or accidents.

Heavy construction equipment, including, but not limited to, backhoes, loaders, bulldozers, excavators, and 10-or 15-cubic yard hauling trucks, may be used to install and maintain project works. The District shall notify the Owner a minimum of 48 hours in advance of the start of the Project. Access into the riverbed for equipment will be from one or both of the two following locations: 1) over a temporary ramp to be constructed on the south side of the river near Rancho San Carlos Road; or 2) over a permanent ramp located on APN 015-251-030 (California American Water Company).

The District agrees to coordinate work at the site with the Owner such that the District's activities do not interfere with special events held on or near Owner's Property (e.g., during Monterey Car Week).

The District shall indemnify, defend, and hold harmless the Owner from any costs, actions, claims, liabilities, losses, or expenses which may occur due to any injury caused by the District and/or its agents, contractors, inspectors, or employees during the installation of the project works or as a result of maintenance performed by the District and/or its agents, contractors, inspectors, or employees. The District shall repair damage to the Property caused by the District during construction of the work by the District and/or its agents. This provision, however, shall not be construed to provide a guarantee or assurance that the project shall provide any flood or erosion protection to this or any other property. In all circumstances, the effect of this offer to indemnify, defend, and hold harmless under this paragraph is limited, and under no circumstances shall the aggregate costs paid by the District pursuant to this indemnity provision exceed the sum of \$           . This provision shall not create a presumption or inference that any future damage or loss has been caused by the District and/or its agents, contractors, inspectors, or employees during the installation or maintenance of the project, or otherwise.

Maintenance activities may include, but are not limited to, repair of works installed with the Project, vegetation clearing, and project monitoring. Repair of installed works may require the use of mechanized equipment within the riverbed and on the riverbanks. Maintenance of irrigation systems may require the use of vehicles in the riverbed and on the riverbanks. A brush chipper may be used within the riverbed or on the bank to chip vegetation.

The erosion protection works to be installed as part of the Project are designed to reduce the risk of erosion from flows up to the 10% chance flood (a flood that occurs once in ten years, on average). The 10% chance flood for this project is defined as the 10% chance flood at the U.S. Geological Survey gaging station located at the Via Mallorca Bridge, referred to as the "Near Carmel" gage. The Project is not intended to provide flood protection and the Project does not ensure that the Property described will be immune from future erosion damage.

This agreement shall commence on the date of signature by the Owner and shall terminate after 10 years. Initial construction activity shall be completed no later than December 31, 2019. Thereafter, this agreement shall allow the District to maintain and operate an irrigation system to benefit the project until this agreement expires. Maintenance activities conducted after December 31, 2019 involving heavy equipment shall require written authorization by the Owner.

Owner, by this agreement, gives permission for the District and its contractors to enter the Property for the purposes of completing and maintaining the works described herein.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Larry Hampson, District Engineer  
Monterey Peninsula Water Management District

Signed: \_\_\_\_\_ Date: \_\_\_\_\_ Owner



## ADMINISTRATIVE COMMITTEE

### 18. CONSIDER FUNDING AN ADDENDUM TO THE MPWMD AQUIFER STORAGE AND RECOVERY PROJECT ENVIRONMENTAL IMPACT REPORT/ENVIRONMENTAL ASSESSMENT

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>Yes</b>
<b>From:</b>	<b>David J. Stoldt General Manager</b>	<b>Program/ Line Item:</b>	<b>Water Supply Projects 35-04-786004</b>
<b>Prepared By:</b>	<b>Maureen Hamilton</b>	<b>Cost Estimate:</b>	<b>\$19,652</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.

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

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**SUMMARY:** Staff proposes to enter into a contract with Denise Duffy & Associates, Inc. (DD&A) to assist with the preparation of an Addendum to the Monterey Peninsula Water Management District Aquifer Storage and Recovery Project Environmental Impact Report/Environmental Assessment (ASR EIR/EA) for a proposed project to expand the percolation basin and construct a screening wall (Project). A proposal for services will be presented at the committee meeting. Based on a review of the preliminary plans, the Project is not expected to create new significant environmental impacts or substantially increase the severity of previously identified significant impacts.

**RECOMMENDATION:** Staff recommends that the Board authorize the General Manager to contract with Denise Duffy and Associates for preparation of an Addendum to the ASR EIR/EA for the proposed Project in an amount not-to-exceed (NTE) \$17,185, with a 10% contingency for a total authorization NTE \$19,652.

**BACKGROUND:** The ASR EIR/EA, adopted August 22, 2006, evaluated the environmental impact for the Phase 1 ASR Project located at the Santa Margarita site, including a 240,000-gallon backflush basin. Mitigation measures to reduce the significant impacts to less-than-significant level were adopted.

Addendum 1 to the ASR EIR/EA, adopted April 23, 2012, evaluated the Phase 2 ASR Project located at the Seaside Middle School site and found that there would be no significant adverse effects on the environment with implementation of mitigation measures presented in the ASR EIR/EA.

Facilities evaluated in Addendum 1 included a backflush basin to be constructed at the Seaside Middle School site. Due to school district requirements, the backflush basin was never constructed at the Seaside Middle School site. Backflush water from Seaside Middle School site

is conveyed to the Santa Margarita backflush basin. The Santa Margarita backflush basin can accommodate the additional backflush water only if backflushing is performed on different days.

Cal-Am will construct two additional ASR wells at the Fitch Park site. These wells will be used to inject and recover desalinated water, and to recover water from the Pure Water Monterey project. The Fitch Park site does not have room to accommodate a backflush basin. The Fitch Park backflush water will be conveyed to the Santa Margarita backflush basin. The backflush basin is not sized to accommodate backflush water from six wells in one work week, and thus must be expanded.

Additionally, as the facility has been operated over the years and as new projects have been vetted, site requirements have evolved. Changes to the Santa Margarita site are required and will be included in the proposed Addendum, including:

- Second driveway onto General Jim Moore Boulevard to allow disinfectant delivery trucks to pull through the site.
- Front screening wall
- Sound walls

Based on a review of the proposed changes, the preliminary determination is that an Addendum would be appropriate because the Project is not expected to create new significant environmental impacts or substantially increase the severity of previously identified significant impacts. The Addendum sections and analysis will document the preliminary determination per CEQA Guidelines sections 15162 and 15164.

DD&A has extensive experience providing similar services in connection with a number of infrastructure related projects. In addition, DD&A also has direct and relevant experience having prepared the underlying environmental documentation for previous ASR project Addendums. As a result, DD&A is uniquely qualified to assist MPWMD with the preparation of an Addendum for this project.

## **EXHIBIT**

*Proposal for Environmental Services for Monterey Pipeline CEQA Addendum to be provided at the meeting*

## ADMINISTRATIVE COMMITTEE

### 19. CONSIDER FUNDING A STORM WATER POLLUTION PREVENTION PLAN DEVELOPMENT AND MONITORING SERVICES FOR ASR EXPANSION PROJECT

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>Yes</b>
<b>From:</b>	<b>David J. Stoldt General Manager</b>	<b>Program/ Line Item:</b>	<b>Water Supply Projects 35-04-786004</b>
<b>Prepared By:</b>	<b>Maureen Hamilton</b>	<b>Cost Estimate:</b>	<b>\$45,000</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.

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

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**SUMMARY:** The Santa Margarita ASR Expansion project (ASR Expansion) to expand the backflush basin and install disinfection facilities requires development of a Storm Water Pollution Prevention Plan (SWPPP) by a Qualified SWPPP Developer (QSD). A Qualified SWPPP Practitioner (QSP) must be designated and assume responsibility for SWPPP Best Management Practices (BMPs) implementation and monitoring. A proposal for services will be presented at the committee meeting.

**RECOMMENDATION:** Staff recommends that the Board authorize the General Manager to enter into a contract with Schaaf and Wheeler for development of a SWPPP in an amount not-to-exceed (NTE) \$15,000.

Staff recommends that the Board authorize the General Manager to enter into a contract for Qualified Stormwater Practitioner services to assist in SWPPP BMP implementation and compliance monitoring in an amount NTE \$30,000

**BACKGROUND:** Injection wells must be backflushed weekly to maintain injection capacity. Backflush water from Seaside Middle School site is conveyed to the Santa Margarita backflush basin because a basin is not permitted on school grounds. Backflush water from two future Cal-Am ASR wells will be conveyed to the Santa Margarita backflush basin because the new ASR site does not have space for a backflush basin. The backflush basin is not sized to accommodate backflush water from six wells in one workweek, and must be expanded.

The backflush basin expansion will require the excavated soil to be stockpiled until a permanent disposition can be identified on the former Fort Ord Seaside Munitions Response Area (MRA), in compliance with the Construction Support Plan for unexploded ordnance approved by the EPA, Department of Toxic Substances Control, and Army. The soil stockpile requires development of a SWPPP.

A Schaaf and Wheeler QSD developed the SWPPP for Pure Water Monterey Injection Wells Facilities, located on the same assessors parcel as the Santa Margarita ASR site. The soil characteristics, local surface water bodies, and practicable controls on the MRA would be the same for Pure Water Monterey and ASR Expansion. Staff wishes to enter into a contract with the same QSD to develop a SWPPP in an effective and timely manner.

A QSP must be designated and is assigned responsibility for the implementation of the SWPPP Best Management Practices (BMPs), including non-stormwater and stormwater visual observations. After construction begins, monitoring and QSP services will be required until the soil is permanently placed and the area is re-vegetated, a time period estimated to be 2 years. The QSP contract would be issued after the SWPPP is developed and after all project permits have been received.

QSP services are provided on a time and material basis. The cost estimate is based on the QSP monitoring services for Pure Water Monterey Injection Wells Facilities contract price. Because the monitoring must take place while the site is inactive between construction contracts, the service will be managed directly by MPWMD.

## **EXHIBIT**

*Proposal for ASR Expansion SWPPP Development to be provided at the meeting*



## ADMINISTRATIVE COMMITTEE

### 20. CONSIDER RENEWAL OF CONTRACT WITH JEA & ASSOCIATES FOR LEGISLATIVE AND ADMINISTRATIVE SERVICES

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>Yes</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>Services &amp; Supplies Professional Fees</b>
<b>Prepared By:</b>	<b>Arlene Tavani</b>	<b>Cost Estimate:</b>	<b>\$35,000</b>

**General Counsel Review: Approved.**

**Committee Recommendation: The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.**

**CEQA Compliance: Action does not constitute a project as defined by CEQA Guidelines Section 15378.**

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**SUMMARY:** John Arriaga of JEA & Associates has worked with the Water Management District since May 2008 in implementing its legislative goals. As proposed, JEA and Associates would continue to undertake legislative and administrative activities to support the District's priorities during Fiscal Year 2018-2019. See the Scope of Services attached as **Exhibit 20-A**.

**RECOMMENDATION:** The Committee should recommend that the Board approve the contract with JEA & Associates for a not-to-exceed amount of \$35,000 for Fiscal Year 2018-2019.

**IMPACT TO DISTRICT RESOURCES:** The estimate for services includes \$30,000 in monthly retainer fees of \$2,500 per month, and \$5,000 for chargeable expenses. The \$2,500 retainer has remained unchanged over the District's twelve-year relationship with JEA & Associates. Funds for this expenditure are included in the FY 2018-2019 budget under Services and Supplies, Professional Fees.

#### **EXHIBIT**

**20-A** JEA & Associates Scope of Services for FY 2018-19





# MEMO

**Date:** June 4, 2018

**To:** David Stoldt, General Manager  
Monterey Peninsula Water Management District

**From:** John E. Arriaga, President  
JEA & Associates

**Subj:** MPWMD Agreement

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Pursuant to your request I am attaching an agreement which includes a Scope of Work and Fee Structure. If you approve the document please mail back a signed copy to my office at: 1225 8<sup>th</sup> Street, Suite 550, Sacramento, CA 95814.

Again, thank you again for providing our firm the opportunity to work with you.

Attachments

# **AGREEMENT**

This AGREEMENT is entered into as of the date hereinafter specified by and between JEA & Associates and Monterey Peninsula Water Management District (MPWMD). WHEREAS MPWMD wishes to engage JEA & Associates to provide legislative and administrative services to MPWMD as outlined in the scope of services below.

NOW THEREFORE, the parties hereto do mutually agree to the following terms and conditions:

## **Scope of Services**

1. JEA & Associates would propose to undertake legislative and administrative activities as directed and/or requested by the MPWMD, using our political and general experience to accomplish established goals. Specifically, working with the MPWMD on the State Water Resources Regional Control Board's (SWRCB's) Cease and Desist Order (CDO) for the California American Water (CAW) unauthorized diversions from the Carmel River and also working with the California Public Utilities Commission (CPUC) and other entities on this issue.
2. JEA & Associates would schedule, coordinate and participate in meetings with the Governor's Administration, the California Legislature, the CPUC, the SWRCB and others in addressing key issues and concerns regarding the CDO and attend public hearings of the CPUC, the SWRCB and of other agencies as requested and directed by the MPWMD.
3. Monitor Dept. of Water Resources (DWR) and SWRCB meetings/workshops and report to the MPWMD's staff on Commission policy and funding initiatives. Closely monitor the development of program criteria for Bond funds and assist the MPWMD staff with any project applications submitted for funding.
4. Recommend to MPWMD Board/staff program and project funding strategies and assist in the execution of the strategies with the DWR and SWRCB. Work with the MPWMD Board and appropriate staff in coordinating DWR and SWRCB tours of MPWMD projects and programs. Assist MPWMD in gaining legislative support for grant and funding applications before the DWR and SWRCB.
5. Monitor Legislature's policy and budget committee hearings on water, lobby/testify on behalf of the MPWMD on program allocation and budget earmarks as directed. Organize advocacy efforts with legislative leadership and political friends of the MPWMD to insure coordination of efforts on behalf of funding requests. Monitor and report on budget conference committee actions and advocate for budget "trailer" and/or "caboose" bill language for the MPWMD as may be required.
6. Recommend policy positions on specific pieces of legislation/budget items of importance/relevance to the MPWMD and advocate/lobby/testify on positions of the MPWMD before the Legislature, Governor's Office and any relevant state agency, board and commission. Provide copies of introduced or amended bills, committee analysis or reports and any relevant committee testimony on identified legislation/budget items. Obtain behind-the-scenes intelligence and vital information on legislative discussions/actions being contemplated by the Legislature, the Governor's Office or other interest groups.
7. Prepare and present written reports for the MPWMD as directed.

8. To enable JEA & Associates to carry out the prescribed scope of work, it is requested that the MPWMD provide our firm with technical assistance, expertise and information as may be necessary or required.
9. John Arriaga of JEA & Associates will be the principal contact from our firm and the responsible person in dealing with the MPWMD, its Board of Directors and staff as may be necessary. He will be assisted by Laurie Johnson and Erica Arriaga of the firm as may be required.

## **Fee Structure**

JEA & Associates is prepared to provide the services as outlined in this proposal for a monthly retainer of \$2,500 a month, due & payable on the first day of each month plus chargeable expenses. This amount/retainer is based on our anticipation of the workload. We would like an understanding that should its level of activity exceed 25 hours per month on a regular basis, our firm and the MPWMD will mutually discuss any adjustments to this fee schedule as it determines the actual scope of activity and volume of work found to be required to carry out the goals of the MPWMD. Chargeable expenses include travel and work-related entertainment expenses, which shall be expressly authorized by the MPWMD prior to such expenses being incurred.

This contract will be in effect July 1, 2018. Either party may terminate this Agreement, for any reason, upon not less than 30 days of prior written notice to the other party.

### **Signature:**

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**John E. Arriaga**  
**President**  
**JEA & Associates**

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**Date**

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**David Stoldt**  
**General Manager**  
**Monterey Peninsula Water Management District**

---

**Date**



**RECOMMENDATION:** It is recommended that the Committee recommend that the Board authorize the General Manager to enter into an agreement with TFG for FY 2018-19. The approval of this item is contingent upon the adoption of FY 2018-2019 budget by the Board.

**DISCUSSION:** In 2016, three consultants provided statements of qualifications that were evaluated with equal weight in 4 criteria: (i) Experience - with municipalities, special districts, agency's & other governmental entities; (ii) Experience - with specific federal agencies; (iii) Experience - with specific water-related issues; and (iv) Personnel assigned. The General Manager and each of the Legislative Advocacy Committee members were asked to perform their own evaluation, to inform the Committee recommendation. Additionally, qualitative factors such as professional appearance of the submittal, overall quality of the submittal, consultant familiarity with the District, outside third-party references, and so on were considered. Finally, the proposing firms' cost proposals were considered. TFG was the recommended firm.

## **EXHIBIT**

**21-A** Form of Engagement Letter for TFG for FY 2018-19

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**The Ferguson Group**  
Advocacy. Consulting. Grants.



June 5, 2018

Mr. David J. Stoldt  
General Manager  
Monterey Peninsula Water Management District  
5 Harris Court, Building G  
Monterey, CA 93940

**RE: Letter of Agreement – July 1, 2018 – June 30, 2019**

Dear Mr. Stoldt:

The Ferguson Group, LLC (TFG) is pleased to submit this letter of agreement to continue to provide Washington representation and consulting services to Monterey Peninsula Water Management District (MPWMD), as outlined in the TFG “Response to RFQ for Federal Legislative and Agency Lobbyist” services dated December 1, 2016, for the twelve-month period of July 1, 2018 through June 30, 2019. As described in the RFQ response, TFG will provide Washington representation services to MPWMD and perform such work as directed by MPWMD on a fixed fee basis, at the rate of \$8,000 per month. Among other things, TFG will continue to assist MPWMD in securing federal financial assistance, raising the visibility of the MPWMD projects, and securing congressional support for the activities of the MPWMD. TFG will also assist MPWMD with scheduling and preparing for advocacy meetings with the MPWMD congressional delegation, key House and Senate Committee offices and administration officials, and, perform such other tasks as directed by MPWMD.

In addition to the monthly fixed fee, MPWMD will be responsible for reimbursable expenses associated with carrying out the requested work, including long distance telephone calls, faxes, document production, overnight delivery, in-Town courier services, meals and out-of-Town travel (both pre-approved by MPWMD), and in-Town travel (taxicabs). Reimbursable expenses for the twelve-month contract period shall not exceed \$3,500, as indicated in the aforementioned RFQ response.

Either party may terminate this agreement at any time by giving the other party at least thirty (30) days prior notice, in writing, of such termination.

We greatly appreciate the opportunity to continue our work with MPWMD and look forward to a very productive year. If the terms of this letter of agreement are acceptable, please sign both originals, and return one to us at your earliest convenience.

Sincerely,

W. Roger Gwinn  
CEO

ACKNOWLEDGED AND AGREED TO BY:

THE FERGUSON GROUP, LLC

MONTEREY PENINSULA WATER  
MANAGEMENT DISTRICT



W. Roger Gwinn  
CEO

\_\_\_\_\_  
David J. Stoldt  
General Manager

\_\_\_\_\_  
06/05/2018  
Date

\_\_\_\_\_  
Date

## ADMINISTRATIVE COMMITTEE

### 22. CONSIDER CONTRACT FOR DISTRICT PUBLIC OUTREACH AND COMMUNICATIONS SERVICES WITH THOMAS BRAND CONSULTING FOR FISCAL YEAR 2018-2019

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>Yes</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>Professional Fees</b>
<b>Prepared By:</b>	<b>Stephanie Locke</b>	<b>Cost Estimate:</b>	<b>\$42,000</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.

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

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**SUMMARY:** Staff is requesting the Board renew a contract with Thomas Brand Consulting for work related to MPWMD outreach and communications. Funding for contractor assistance with public outreach and communication services was included in the District's budget. In addition to the retainer, funds were separately budgeted for services such as graphic design, printing, website upgrades, media buys, etc. Thomas Brand Consulting's proposed Scope of Work is attached as **Exhibit 22-A**.

The Public Outreach Plan for Fiscal Year 2018-19 will be like the previous year. The proposed Outreach Plan is attached as **Exhibit 22-B**.

**RECOMMENDATION:** The Administrative Committee should recommend the Board approve a contract with TBC for outreach services for Fiscal Year 2018-19.

#### EXHIBITS

**22-A** Proposed Scope of Work for Public Outreach & Communication Services, FY18-19

**22-B** Draft Public Outreach Items and Deliverables





**Proposed Scope of Work  
For Public Outreach &  
Communication Services  
FY18-19**

**Prepared for:**

Monterey Peninsula Water Management District

**Submitted by:**

TBC Communications & Media

183 Forest Avenue, Suite 4 • Pacific Grove, CA 93950  
Tel: 831.920.1693 • Fax: 831.920.1729  
[www.tbccommunications.com](http://www.tbccommunications.com)  
[steve@thomasbrandconsulting.com](mailto:steve@thomasbrandconsulting.com)



## **Introduction to the Proposed Scope of Work**

In 2017, the Monterey Peninsula Water Management District achieved recognition as the region's authority on water at a level not previously seen. It also saw increased recognition for the environmental mitigation work performed on the Carmel River and the forward movement of water supply projects including Aquifer Storage and Recovery and Pure Water Monterey. In 2018-19, there will be an ongoing need to continue the promotion of its accomplishments and messaging in light of potential Measure H2O affiliated campaigning. This offers an additional opportunity to increase its top of mind position with the general public and local, state and federal elected officials and organizations.

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, TBC Communications & Media 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.

- **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 work with MPWMD staff to provide 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: 17-18\***
- **Specific Initiatives Initiated for FY: 18-19\***
- **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. That draft schedule is included on a separate sheet



**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 \$3500 retainer is proposed for July 1, 2018 through June 30, 2019 totaling \$42,000. 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 1<sup>st</sup> 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:**

<i>David J. Stoldt or Suresh Prasad</i>	<i>Date</i>
<i>Monterey Peninsula Water Management District</i>	

<i>Stephen C. Thomas</i>	<i>Date</i>
<i>TBC Communications &amp; Media</i>	





**Monterey Peninsula Water Management District  
Draft Public Outreach Items and Deliverables  
July 1, 2018 – June 30, 2019**

**Fiscal Year 2018-2019**

- Monthly Deliverables
  - a. District Branding
    - Content Creation
    - Graphic Design
    - Placement
    - Specific Social Media
    - Eblast
    - Blog Post
  - b. Generic Outreach
    - Weekly Blog Posts on District & Monterey Water Info websites
    - Social Media Posts minimum
    - District Update Eblast

**Current District Initiatives:**

- Water Compliant Business Recognition
- Updates to collateral pieces
- Conservation Vignettes – Rain Barrel Installation, Leaks, Faucets Etc.

**New Initiatives:**

- Pressure Valve Program – Hotels, Restaurants, etc.
- Multi-Family Unit or HEART Program
- Vacation/STR Outreach & Table Tent
- Measure H2O Assistance
- MCCVB Sustainable Moments Campaign

**General Ongoing Non-Date Specific Deliverables**

- Award & Abstract Submission
- Rebate Outreach
- Conservation Event Outreach
- Website Updates
- Collateral Updates
- Editorials
- Letters to the Editor – District Support
- Press Releases & Media Relations



## ADMINISTRATIVE COMMITTEE

### 23. CONSIDER ADOPTION OF RESOLUTION 2018-12 CERTIFYING COMPLIANCE WITH STATE LAW WITH RESPECT TO THE LEVYING OF GENERAL AND SPECIAL TAXES, ASSESSMENTS, AND PROPERTY-RELATED FEES AND CHARGES

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>Yes</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>Revenues</b>
<b>Prepared By:</b>	<b>Suresh Prasad</b>	<b>Cost Estimate:</b>	<b>\$9,000</b>

**General Counsel Approval:** Yes

**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.

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

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**SUMMARY:** At its February 23, 2012 meeting, the Board directed staff to implement a Proposition 218 process for the development of water supply fees and charges, including the hiring of a rate consultant and the development of the necessary ordinances, resolutions, and notices for implementation thereof.

At its April 16, 2012 meeting, the Board reviewed as an informational item two alternative draft resolutions for the collection mechanism of the proposed annual Water Supply Charge. At its June 27, 2012 meeting the Board reviewed and approved Resolution 2012-06 for collection of Water Supply Charge through County Assessor's Office. At this time, the Board is asked to adopt Resolution 2018-12 certifying compliance with State law with respect to the Water Supply Charge to allow the County of Monterey to continue collection of the Water Supply Charge on the property tax bill. This Resolution gets adopted by our Board annually.

The County will charge the District 0.25% of the amount that is collected by the County. The approximate collection fee for this fiscal year will be \$9,000.

**RECOMMENDATION:** The Board should review and adopt Resolution 2018-12 and authorize the County of Monterey for collection of Water Supply Charge on the property tax bill. The Administrative Committee reviewed this item at its June 11, 2018 meeting and recommended \_\_\_\_\_ by a vote of \_ to \_.

**BACKGROUND:** There were two alternatives for the water supply charge collection mechanism: Alternative A was bills sent directly by the District or through a third-party mailing house; Alternative B was the use of the semi-annual County Assessor's bill, similar to what is the current practice for Carmel Area Wastewater District and the water recipients under the Castroville

Seawater intrusion Project. At its June 27, 2012 meeting the Board reviewed and approved Resolution 2012-06 for collection of Water Supply Charge on the County Assessor's Office.

**EXHIBIT**

**23-A** Resolution 2018-12

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**EXHIBIT 23-A**

**RESOLUTION 2018-12**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
MONTEREY PENINSULA WATER MANAGEMENT DISTRICT  
CERTIFYING COMPLIANCE WITH STATE LAW WITH RESPECT  
TO THE LEVYING OF GENERAL AND SPECIAL TAXES, ASSESSMENTS,  
AND PROPERTY-RELATED FEES AND CHARGES**

**WHEREAS**, Monterey Peninsula Water Management District (“Public Agency”) requests that the Monterey County Auditor-Controller enter those general or special taxes, assessments, or property-related Fees or charges identified in Exhibit “A” on the tax roll for collection and distribution by the Monterey County Treasurer-Tax Collector commencing with the property tax bills for fiscal year 2018-19;

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

1. The Public Agency hereby certifies that it has, without limitation, complied with all legal procedures and requirements necessary for the levying and imposition of the general or special taxes, assessments, or property-related fees or charges identified in Exhibit “A”, regardless of whether those procedures and requirements are set forth in the Constitution of the State of California, in State statutes, or in the applicable decisional law of the State of California.
2. The Public Agency further certifies that, except for the sole negligence or misconduct of the County of Monterey, its officers, employees, and agents, with regards to the handling of the Cd or electronic file identified as Exhibit “A”, the Public Agency shall be solely liable and responsible for defending, at its sole expense, cost, and risk, each and every action, suit, or other proceeding brought against the County of Monterey, its officers, employees, and agents for every claim, demand, or challenge to the levying or imposition of the general or special taxes, assessments, or property-related fees or charges identified in Exhibit “A” and that it shall pay or satisfy any judgment rendered against the County of Monterey, its officers, employees, and agents on every such action, suit, or other proceeding, including all claims for refunds and interest thereon, legal fees and court costs, and administrative expenses of the County of Monterey to correct the tax rolls.

On motion of Director \_\_\_\_\_, and second by Director \_\_\_\_\_, the foregoing resolution is duly adopted this 18<sup>th</sup> day of June 2018 by the following votes:

AYES:

NAYS:

ABSENT:

I, David J. Stoldt, Secretary to the Board of Directors of the Monterey Peninsula Water Management District, hereby certify that the foregoing is a resolution duly adopted on the 18<sup>th</sup> day of June 2018.

Witness my hand and seal of the Board of Directors this \_\_\_\_ day of June 2018.

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David J. Stoldt,  
Secretary to the Board

EXHIBIT "A"  
TO  
RESOLUTION CERTIFYING COMPLIANCE WITH STATE LAW WITH RESPECT  
TO THE LEVYING OF GENERAL AND SPECIAL TAXES, ASSESSMENTS, AND  
PROPERTY-RELATED FEES AND CHARGES  
FISCAL YEAR 2018-19

GENERAL TAXES:

SPECIAL TAXES:

ASSESSMENTS:

PROPERTY-RELATED FEES AND CHARGES:

The annual Water Supply Charge may only be used to fund District water supply activities, including capital acquisition and operational costs for Aquifer Storage and Recovery and Groundwater Replenishment purposes, as well as studies related to projects necessary to ensure sufficient water is available for present beneficial water use.



## ADMINISTRATIVE COMMITTEE

### 24. CONSIDER ADOPTION OF RESOLUTION 2018-13 ESTABLISHING ARTICLE XIII (B) FISCAL YEAR 2018-2019 APPROPRIATIONS LIMIT

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>N/A</b>
<b>From:</b>	<b>David J. Stoldt General Manager</b>	<b>Program/ Line Item No.:</b>	<b>N/A</b>
<b>Prepared By:</b>	<b>Suresh Prasad</b>	<b>Cost Estimate:</b>	<b>N/A</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.

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

---

**SUMMARY:** Article XIII (B) of the California Constitution requires that an appropriations limit be calculated on an annual basis. Attached as **Exhibit 24-A** is Resolution 2018-13, A Resolution of the Board of Directors of the Monterey Peninsula Water Management District Establishing an Appropriations Limit for Fiscal Year 2018-2019. The resolution establishes an appropriations limit of \$1,718,220 for fiscal year 2018-2019 as calculated on the Property Tax Appropriations Limit worksheet, which is **Attachment 1** to the resolution. The worksheet also shows that District estimates that it will receive \$1,800,000 in property tax revenues during the fiscal year. After subtracting exempt appropriations of \$1,887,500 from the estimated property tax revenues, the appropriations subject to the limit are \$(87,500), which is under the appropriations limit calculated under the provisions of Article XIII (B), resulting in estimated excess tax revenue of \$0.00.

**RECOMMENDATION:** Staff recommends adoption of Resolution 2018-13, A Resolution of the Board of Directors of the Monterey Peninsula Water Management District Establishing an Appropriations Limit for Fiscal Year 2018-2019 in the amount of \$1,718,220. The Administrative Committee reviewed this item at its June 11, 2018 meeting and voted \_\_-\_\_ to recommend \_\_\_\_\_.

## EXHIBIT

**24-A** Resolution 2018-13



**EXHIBIT 24-A****RESOLUTION 2018-13**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
MONTEREY PENINSULA WATER MANAGEMENT DISTRICT  
ESTABLISHING AN APPROPRIATIONS LIMIT  
FOR FISCAL YEAR 2018-2019**

**WHEREAS**, Article XIII (B) of the California Constitution requires that each local government agency annually establish an appropriations limit; and

**WHEREAS**, the Monterey Peninsula Water Management District desires to establish its appropriations limit for the purpose of setting its budget;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Monterey Peninsula Water Management District hereby determines that the 2018-2019 appropriations limit for the District is \$1,718,220 based on a 2018-2019 multiplier of 1.0378, as shown on Attachment 1.

On motion of Director \_\_\_\_\_, and second by Director \_\_\_\_\_, the foregoing resolution is duly adopted this 18<sup>th</sup> day of June 2018 by the following votes:

AYES:

NAYS:

ABSENT:

I, David J. Stoldt, Secretary to the Board of Directors of the Monterey Peninsula Water Management District, hereby certify that the foregoing is a resolution duly adopted on the 18<sup>th</sup> day of June 2018.

Witness my hand and seal of the Board of Directors this \_\_\_\_ day of June 2018.

---

David J. Stoldt,  
Secretary to the Board





ATTACHMENT 1**PROPERTY TAX APPROPRIATION LIMIT  
2018-2019 BUDGET**

Appropriations Limit for 2017-2018	\$1,655,573	
Multiplier	<u>1.0378</u>	note 1
Appropriations Limit for 2018-2019	\$1,718,220	
Appropriations Subject to Limit:		
Property Tax	\$1,800,000	note 2
Exempt Appropriations	<u>(\$1,887,500)</u>	
Total	<u><u>-\$87,500</u></u>	
Appropriations Limit for 2018-2019	<u><u>\$1,718,220</u></u>	
Estimated Excess Tax Revenue	<u><u>\$0</u></u>	

## NOTES:

1. Source: Price and Population Data for Local Jurisdictions  
Department of Finance, May 2017

Price 1.0367 x Population 1.0011 =	1.0378
Price	1.0367
Population	<u>1.0011</u>
Ratio of change	<u><u>1.0378</u></u>

2. Property tax revenue estimate \$1,800,000



**ADMINISTRATIVE COMMITTEE**

**25. CONSIDER ADOPTION OF RESOLUTION 2018-14 UPDATE TO RULE 24, TABLE 3, CAPACITY FEE HISTORY**

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>N/A</b>
<b>From:</b>	<b>David J. Stoldt General Manager</b>	<b>Program/ Line Item No.:</b>	<b>N/A</b>
<b>Prepared By:</b>	<b>Gabriela Ayala</b>	<b>Cost Estimate:</b>	<b>N/A</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee considered this item on June 11, 2018 and recommended \_\_\_\_\_.

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

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**SUMMARY:** District Rule 24 requires that the Capacity Fee History Table shall be updated annually by Resolution of the Board to reflect the current year's Capacity Fee. Resolution 2018-14 (**Exhibit 25-A**) updates Rule 24, Table 3: Capacity Fee History, to reflect current's year capacity fee of the District. A marked up version of the proposed table is found as **Exhibit 25-B**.

**RECOMMENDATION:** District staff recommends that the Board adopt Resolution 2018-14, A Resolution of the Board of Directors of the Monterey Peninsula Water Management District Update to Rule 24, Table 3, Capacity Fee History.

**BACKGROUND:** District's Rule 24, allows changes to the Capacity Fee History Table by resolution rather than by ordinance. The Capacity Fee History Table was last updated on June 19, 2017, by adoption by resolution.

**EXHIBIT**

**25-A** Resolution No. 2018-14

**25-B** Table 3: Capacity Fee History





**DRAFT**

**EXHIBIT 25-A**

**RESOLUTION NO. 2018-14**

**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 18<sup>th</sup> day of June 18, 2018, 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 18<sup>th</sup> day of June, 2018.

Witness my hand and seal of the Board of Directors, this \_\_\_\_ day of June, 2018.

\_\_\_\_\_  
David J. Stoldt, Secretary to the Board

**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
2016-17	\$27,380.00
2017-18	\$28,420.00
<b>2018-19</b>	<b>\$29,329.00</b>

**EXHIBIT 25-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
2016-17	\$27,380.00
2017-18	\$28,420.00
<b>2018-19</b>	<b>\$29,329.00</b>





**ADMINISTRATIVE COMMITTEE**

**26. CONSIDER AUTHORIZATION TO PROVIDE FUNDS TO MONTEREY ONE WATER FOR THE PURE WATER MONTEREY PROJECT**

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>
<b>Prepared By:</b>	<b>Suresh Prasad</b>	<b>Cost Estimate:</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 11, 2018 and recommended \_\_\_\_\_.

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

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**SUMMARY:** Staff will present information regarding item at the June 11, 2018 committee meeting.

**RECOMMENDATION:** Staff will outline the recommendation for action at the June 11, 2018 committee meeting.

**EXHIBIT**

None



## ADMINISTRATIVE COMMITTEE

### 27. CONSIDER ADOPTION OF TREASURER'S REPORT FOR APRIL 2018

<b>Meeting Date:</b>	<b>June 11, 2018</b>	<b>Budgeted:</b>	<b>N/A</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>N/A</b>
<b>Prepared By:</b>	<b>Suresh Prasad</b>	<b>Cost Estimate:</b>	<b>N/A</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee considered this item on June 11, 2018 and recommended \_\_\_\_\_.

**CEQA Compliance:** N/A

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**SUMMARY:** Exhibit 27-A comprises the Treasurer's Report for April 2018. Exhibit 27-B, Exhibit 27-C and Exhibit 27-D are listings of check disbursements for the period April 1-30, 2018. Check Nos. 31783 through 31971, the direct deposits of employee's paychecks, payroll tax deposits, and bank charges resulted in total disbursements for the period in the amount of \$706,747.44. That amount included \$21,773.68 for conservation rebates. Exhibit 27-E reflects the unaudited version of the financial statements for the month ending April 30, 2018.

**RECOMMENDATION:** District staff recommends adoption of the April 2018 Treasurer's Report and financial statements, and ratification of the disbursements made during the month. The Administrative Committee reviewed this item at its June 11, 2018 meeting and voted \_\_ to \_\_ to recommend \_\_\_\_\_.

#### EXHIBITS

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



**MONTEREY PENINSULA WATER MANAGEMENT DISTRICT  
TREASURER'S REPORT FOR APRIL 2018**

<u>Description</u>						<b>PB</b>	
	<u>Checking</u>	<u>MPWMD Money Market</u>	<u>L.A.I.F.</u>	<u>Wells Fargo Investments</u>	<u>MPWMD Total</u>	<u>Rabobank Line of Credit</u>	<u>Reclamation Money Market</u>
Beginning Balance	\$198,213.71	\$1,700,119.39	\$5,016,786.07	\$3,036,430.96	\$ 9,951,550.13	\$0.00	\$392,398.71
Fee Deposits	\$19,775.75	799,886.18			819,661.93		333,934.32
Line of Credit Draw/Payoff					0.00		
Interest		66.09	7,298.26	3,209.64	10,573.99		3.27
Transfer to/from LAIF					0.00		
Transfer-Money Market to Checking	\$600,000.00	(600,000.00)			0.00		
Transfer-Money Market to W/Fargo				-	0.00		
Transfer-W/Fargo to Money Market					0.00		
W/Fargo-Investment Purchase					0.00		
Transfer Ckg to MPWMD M/Mrkt					0.00		
MoCo Tax & WS Chg Installment Pymt		2,043,973.78			2,043,973.78		
Transfer to CAWD					0.00		(380,000.00)
Voided Cks					0.00		
Bank Corrections/Reversals/Errors					0.00		
Bank Charges/Rtn'd Deposits/Other	(\$352.86)	(46.35)			(399.21)		(3.00)
Payroll Tax/Benefit Deposits	(37,312.29)				(37,312.29)		
Payroll Checks/Direct Deposits	(136,043.14)				(136,043.14)		
General Checks	(445,571.62)				(445,571.62)		
Bank Draft Payments	(87,467.53)				(87,467.53)		
<b>Ending Balance</b>	<b>\$111,242.02</b>	<b>\$3,943,999.09</b>	<b>\$5,024,084.33</b>	<b>\$3,039,640.60</b>	<b>\$12,118,966.04</b>	<b>\$0.00</b>	<b>\$346,333.30</b>



# Check Report

By Check Number

Date Range: 04/01/2018 - 04/30/2018



Monterey Peninsula Water Management Dist

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: APBNK</b>	<b>-Bank of America Checking</b>					
16181	Paula Joy MacNab	04/03/2018	Regular	0.00	100.00	31783
16161	Andrew Clarke	04/06/2018	Regular	0.00	2,286.17	31784
00232	Balance Hydrologics, Inc	04/06/2018	Regular	0.00	8,062.50	31785
16180	BNI Publications, Inc.	04/06/2018	Regular	0.00	146.00	31786
12188	Brown and Caldwell	04/06/2018	Regular	0.00	12,543.75	31787
00252	Cal-Am Water	04/06/2018	Regular	0.00	114.10	31788
00252	Cal-Am Water	04/06/2018	Regular	0.00	84.48	31789
04043	Campbell Scientific, Inc.	04/06/2018	Regular	0.00	4,939.95	31790
00224	City of Monterey	04/06/2018	Regular	0.00	697.75	31791
06441	City of Pacific Grove	04/06/2018	Regular	0.00	59,743.92	31792
00758	FedEx	04/06/2018	Regular	0.00	24.17	31793
08990	Fort Ord Reuse Authority	04/06/2018	Regular	0.00	3,956.48	31794
00277	Home Depot Credit Services	04/06/2018	Regular	0.00	268.70	31795
04717	Inder Osahan	04/06/2018	Regular	0.00	1,183.47	31796
06999	KBA Docusys	04/06/2018	Regular	0.00	1,003.07	31797
15601	LSA Associates, Inc.	04/06/2018	Regular	0.00	4,088.75	31798
00259	Marina Coast Water District	04/06/2018	Regular	0.00	67.25	31799
00259	Marina Coast Water District	04/06/2018	Regular	0.00	168.46	31800
00223	Martins Irrigation Supply	04/06/2018	Regular	0.00	89.27	31801
10965	Molly Evans	04/06/2018	Regular	0.00	2,306.95	31802
00118	Monterey Bay Carpet & Janitorial Svc	04/06/2018	Regular	0.00	1,000.00	31803
16182	Monterey County Weekly Classifieds	04/06/2018	Regular	0.00	135.00	31804
00274	Monterey One Water	04/06/2018	Regular	0.00	152.71	31805
13396	Navia Benefit Solutions, Inc.	04/06/2018	Regular	0.00	80.00	31806
15816	NBS Government Finance Group	04/06/2018	Regular	0.00	1,000.00	31807
00154	Peninsula Messenger Service	04/06/2018	Regular	0.00	300.41	31808
00755	Peninsula Welding Supply, Inc.	04/06/2018	Regular	0.00	97.04	31809
00282	PG&E	04/06/2018	Regular	0.00	8,323.89	31810
00282	PG&E	04/06/2018	Regular	0.00	6,043.14	31811
04736	Pitney Bowes Global Financial Svc, LLC	04/06/2018	Regular	0.00	378.00	31812
00262	Pure H2O	04/06/2018	Regular	0.00	64.41	31813
04709	Sherron Forsgren	04/06/2018	Regular	0.00	715.47	31814
09989	Star Sanitation Services	04/06/2018	Regular	0.00	88.51	31815
00286	Stephanie L Locke	04/06/2018	Regular	0.00	229.42	31816
00258	TBC Communications & Media	04/06/2018	Regular	0.00	14,082.49	31817
04719	Telit lo T Platforms, LLC	04/06/2018	Regular	0.00	495.24	31818
00269	U.S. Bank	04/06/2018	Regular	0.00	4,081.18	31819
	**Void**	04/06/2018	Regular	0.00	0.00	31820
00207	Universal Staffing Inc.	04/06/2018	Regular	0.00	2,553.60	31821
07769	University Corporation at Monterey Bay	04/06/2018	Regular	0.00	1,596.45	31822
13080	West Marine Products	04/06/2018	Regular	0.00	499.12	31823
00994	Whitson Engineers	04/06/2018	Regular	0.00	1,190.50	31824
00010	Access Monterey Peninsula	04/13/2018	Regular	0.00	240.00	31840
00767	AFLAC	04/13/2018	Regular	0.00	1,275.04	31841
00760	Andy Bell	04/13/2018	Regular	0.00	678.00	31842
16235	California Department of Tax and Fee Administrat	04/13/2018	Regular	0.00	1,472.00	31843
16120	California State University, Sacramento	04/13/2018	Regular	0.00	37,872.68	31844
00243	CalPers Long Term Care Program	04/13/2018	Regular	0.00	50.06	31845
00028	Colantuono, Highsmith, & Whatley, PC	04/13/2018	Regular	0.00	1,170.11	31846
04041	Cynthia Schmidlin	04/13/2018	Regular	0.00	682.59	31847
00758	FedEx	04/13/2018	Regular	0.00	40.94	31848
05825	Grainger	04/13/2018	Regular	0.00	76.80	31849
00768	ICMA	04/13/2018	Regular	0.00	5,485.09	31850
03857	Joe Oliver	04/13/2018	Regular	0.00	1,183.47	31851

**EXHIBIT 27-B**

Check Report

Date Range: 04/01/2018 - 04/30/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00094	John Arriaga	04/13/2018	Regular	0.00	2,500.00	31852
00259	Marina Coast Water District	04/13/2018	Regular	0.00	60.51	31853
00259	Marina Coast Water District	04/13/2018	Regular	0.00	304.39	31854
01002	Monterey County Clerk	04/13/2018	Regular	0.00	50.00	31855
00278	Monterey Tire Service	04/13/2018	Regular	0.00	22.73	31856
13396	Navia Benefit Solutions, Inc.	04/13/2018	Regular	0.00	852.51	31857
00755	Peninsula Welding Supply, Inc.	04/13/2018	Regular	0.00	173.55	31858
00283	SHELL	04/13/2018	Regular	0.00	936.11	31859
00990	Smith-Root, Inc.	04/13/2018	Regular	0.00	181.79	31860
03979	Special Districts Association of Monterey County	04/13/2018	Regular	0.00	30.00	31861
00258	TBC Communications & Media	04/13/2018	Regular	0.00	2,005.00	31862
09425	The Ferguson Group LLC	04/13/2018	Regular	0.00	331.09	31863
00269	U.S. Bank	04/13/2018	Regular	0.00	3,674.15	31864
	**Void**	04/13/2018	Regular	0.00	0.00	31865
00271	UPEC, Local 792	04/13/2018	Regular	0.00	1,153.17	31866
00994	Whitson Engineers	04/13/2018	Regular	0.00	4,916.00	31867
15399	Accela Inc.	04/20/2018	Regular	0.00	53,184.47	31914
00253	AT&T	04/20/2018	Regular	0.00	801.94	31915
16236	Brian Sours	04/20/2018	Regular	0.00	25.26	31916
04721	Carlons Fire Extinguisher Svc., Inc.	04/20/2018	Regular	0.00	436.44	31917
01001	CDW Government	04/20/2018	Regular	0.00	82.79	31918
00028	Colantuono, Highsmith, & Whatley, PC	04/20/2018	Regular	0.00	12,725.75	31919
11220	Craig Evans	04/20/2018	Regular	0.00	225.00	31920
08109	David Olson, Inc.	04/20/2018	Regular	0.00	727.00	31921
00761	Delores Cofer	04/20/2018	Regular	0.00	347.00	31922
00225	Escalon Services c/o Palace Business Solutions	04/20/2018	Regular	0.00	394.70	31923
00192	Extra Space Storage	04/20/2018	Regular	0.00	793.00	31924
02833	Greg James	04/20/2018	Regular	0.00	46.60	31925
00986	Henrietta Stern	04/20/2018	Regular	0.00	1,183.47	31926
00277	Home Depot Credit Services	04/20/2018	Regular	0.00	15.00	31927
00117	Marina Backflow Company	04/20/2018	Regular	0.00	75.00	31928
03977	Pacific Crest Engineering, Inc.	04/20/2018	Regular	0.00	7,200.00	31929
00282	PG&E	04/20/2018	Regular	0.00	9.53	31930
00282	PG&E	04/20/2018	Regular	0.00	64.27	31931
00234	Rapid Printers	04/20/2018	Regular	0.00	67.43	31932
01020	Sara Reyes - Petty Cash Custodian	04/20/2018	Regular	0.00	218.92	31933
00176	Sentry Alarm Systems	04/20/2018	Regular	0.00	309.25	31934
15399	Accela Inc.	04/27/2018	Regular	0.00	1,485.84	31936
01188	Alhambra	04/27/2018	Regular	0.00	154.30	31937
00236	AT&T Long Distance	04/27/2018	Regular	0.00	37.89	31938
00983	Beverly Chaney	04/27/2018	Regular	0.00	500.64	31939
00036	Bill Parham	04/27/2018	Regular	0.00	650.00	31940
00243	CalPers Long Term Care Program	04/27/2018	Regular	0.00	50.06	31941
08926	Capitol Enquiry	04/27/2018	Regular	0.00	42.53	31942
00024	Central Coast Exterminator	04/27/2018	Regular	0.00	104.00	31943
00237	Chevron	04/27/2018	Regular	0.00	383.53	31944
00230	Cisco WebEx, LLC	04/27/2018	Regular	0.00	118.60	31945
06268	Comcast	04/27/2018	Regular	0.00	270.15	31946
00281	CoreLogic Information Solutions, Inc.	04/27/2018	Regular	0.00	992.65	31947
00046	De Lay & Laredo	04/27/2018	Regular	0.00	23,011.53	31948
00041	Denise Duffy & Assoc. Inc.	04/27/2018	Regular	0.00	1,818.55	31949
00993	Harris Court Business Park	04/27/2018	Regular	0.00	721.26	31950
00277	Home Depot Credit Services	04/27/2018	Regular	0.00	123.41	31951
00768	ICMA	04/27/2018	Regular	0.00	5,485.09	31952
00100	J M Electric	04/27/2018	Regular	0.00	2,000.00	31953
06745	KBA Docusys - Lease Payments	04/27/2018	Regular	0.00	947.22	31954
13431	Lynx Technologies, Inc	04/27/2018	Regular	0.00	1,050.00	31955
13396	Navia Benefit Solutions, Inc.	04/27/2018	Regular	0.00	852.51	31956
15816	NBS Government Finance Group	04/27/2018	Regular	0.00	2,000.00	31957
00282	PG&E	04/27/2018	Regular	0.00	6,654.89	31958
00282	PG&E	04/27/2018	Regular	0.00	9.59	31959



**EXHIBIT 27-B**

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Check Report

Date Range: 04/01/2018 - 04/30/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00282	PG&E	04/27/2018	Regular	0.00	20.41	31960
00282	PG&E	04/27/2018	Regular	0.00	8,222.34	31961
00752	Professional Liability Insurance Service	04/27/2018	Regular	0.00	36.30	31962
00159	Pueblo Water Resources, Inc.	04/27/2018	Regular	0.00	33,875.85	31963
13394	Regional Government Services	04/27/2018	Regular	0.00	5,203.25	31964
00251	Rick Dickhaut	04/27/2018	Regular	0.00	1,030.00	31965
00766	Standard Insurance Company	04/27/2018	Regular	0.00	1,607.89	31966
00258	TBC Communications & Media	04/27/2018	Regular	0.00	15,735.00	31967
09351	Tetra Tech, Inc.	04/27/2018	Regular	0.00	35.21	31968
09425	The Ferguson Group LLC	04/27/2018	Regular	0.00	16,279.99	31969
00221	Verizon Wireless	04/27/2018	Regular	0.00	613.09	31970
00754	Zone24x7	04/27/2018	Regular	0.00	342.00	31971

Payment Type	Bank Code APBNK		Summary	
	Payable Count	Payment Count	Discount	Payment
Regular Checks	191	125	0.00	423,797.94
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>191</b>	<b>127</b>	<b>0.00</b>	<b>423,797.94</b>

**EXHIBIT 27-B**

Check Report

Date Range: 04/01/2018 - 04/30/2018

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: REBATES-02-Rebates: Use Only For Rebates</b>						
11653	HILARIO VERA	04/24/2018	Regular	0.00	-500.00	29279
16176	Amanda Aleman	04/06/2018	Regular	0.00	417.99	31825
16166	DUANE DYKEMA	04/06/2018	Regular	0.00	75.00	31826
16174	Ecology Action of Santa Cruz	04/06/2018	Regular	0.00	500.00	31827
16172	Ecology Action of Santa Cruz	04/06/2018	Regular	0.00	500.00	31828
16175	Ecology Action of Santa Cruz	04/06/2018	Regular	0.00	500.00	31829
16171	Ecology Action of Santa Cruz	04/06/2018	Regular	0.00	500.00	31830
16173	Ecology Action of Santa Cruz	04/06/2018	Regular	0.00	500.00	31831
16178	GLORIA ANN SOUZA	04/06/2018	Regular	0.00	500.00	31832
16170	JANET BUECHNER	04/06/2018	Regular	0.00	125.00	31833
16168	JENNIFER BICKET	04/06/2018	Regular	0.00	150.00	31834
16169	KATHLEEN BONNER	04/06/2018	Regular	0.00	125.00	31835
16179	LEON ANDERLE	04/06/2018	Regular	0.00	2,175.00	31836
16165	MICHELE JAYSON	04/06/2018	Regular	0.00	75.00	31837
16167	URSULA H JAMES	04/06/2018	Regular	0.00	75.00	31838
16177	Wade Langill	04/06/2018	Regular	0.00	500.00	31839
16232	ALEX SEDILLOS	04/16/2018	Regular	0.00	625.00	31868
16191	ALEXIS COPELAND	04/16/2018	Regular	0.00	75.00	31869
16233	AMBROSE POLLOCK	04/16/2018	Regular	0.00	2,475.00	31870
16214	ANTHONY WALKER	04/16/2018	Regular	0.00	500.00	31871
16205	BARRINGTON C CONLEY	04/16/2018	Regular	0.00	500.00	31872
16186	CHOUNG SHERWOOD	04/16/2018	Regular	0.00	150.00	31873
16209	DARREL DUQUE	04/16/2018	Regular	0.00	500.00	31874
16207	DONALD DAVIS	04/16/2018	Regular	0.00	500.00	31875
16199	ELIZABETH WILLIAMS	04/16/2018	Regular	0.00	125.00	31876
16190	FATIMA M MELO	04/16/2018	Regular	0.00	75.00	31877
16185	FRED & LETA FRIEDLANDER	04/16/2018	Regular	0.00	150.00	31878
16211	GARY BRIANT	04/16/2018	Regular	0.00	500.00	31879
16184	Gregory de Silva	04/16/2018	Regular	0.00	300.00	31880
16208	Jacob Shafer	04/16/2018	Regular	0.00	500.00	31881
16192	JOHN N JETT	04/16/2018	Regular	0.00	225.00	31882
16212	Julia Jenkins	04/16/2018	Regular	0.00	500.00	31883
16194	KATHERINE NG	04/16/2018	Regular	0.00	75.00	31884
16222	KEEBOM & REENAH KANG	04/16/2018	Regular	0.00	950.00	31885
16198	LEWIS HENDERSON	04/16/2018	Regular	0.00	125.00	31886
16210	Lisa Hathaway	04/16/2018	Regular	0.00	499.99	31887
16195	LYNDA DUNBAR	04/16/2018	Regular	0.00	125.00	31888
16223	Maria Escobar	04/16/2018	Regular	0.00	500.00	31889
16193	MARSHALL BRICKER	04/16/2018	Regular	0.00	75.00	31890
16196	Mary Bristow	04/16/2018	Regular	0.00	125.00	31891
16200	MELINDA CHANDLER	04/16/2018	Regular	0.00	125.00	31892
16197	MICHAEL EVANS	04/16/2018	Regular	0.00	125.00	31893
16213	Michael Minasian	04/16/2018	Regular	0.00	500.00	31894
16221	NORRIS VANDENBERG	04/16/2018	Regular	0.00	675.00	31895
16189	PATRICK HEFFERNAN	04/16/2018	Regular	0.00	90.00	31896
16219	Paul Jacobs	04/16/2018	Regular	0.00	99.00	31897
16215	Robert Cowdrey	04/16/2018	Regular	0.00	500.00	31898
16201	ROBERT YOUNG	04/16/2018	Regular	0.00	125.00	31899
16183	RON & JAN GHIO	04/16/2018	Regular	0.00	125.00	31900
16204	SCOTT LYONS	04/16/2018	Regular	0.00	500.00	31901
16216	SHIRLEE B SMITH TR	04/16/2018	Regular	0.00	497.70	31902
16188	STEVE & CYNTHIA VAGNINI	04/16/2018	Regular	0.00	150.00	31903
16202	STEVEN & JO DILDINE	04/16/2018	Regular	0.00	125.00	31904
16206	SUSAN HAWTHORNE	04/16/2018	Regular	0.00	500.00	31905
16220	SUSAN SCHIAVONE	04/16/2018	Regular	0.00	65.00	31906
16187	TERRIA ODOM-WOLFER	04/16/2018	Regular	0.00	75.00	31907
16203	THEODORE WHITNEY	04/16/2018	Regular	0.00	125.00	31908
16217	TODD STRATTON	04/16/2018	Regular	0.00	500.00	31909

**EXHIBIT 27-B**

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**Check Report**

**Date Range: 04/01/2018 - 04/30/2018**

<b>Vendor Number</b>	<b>Vendor Name</b>	<b>Payment Date</b>	<b>Payment Type</b>	<b>Discount Amount</b>	<b>Payment Amount</b>	<b>Number</b>
16218	WILLIAM NURGE	04/16/2018	Regular	0.00	479.00	31910

**Bank Code REBATES-02 Summary**

<b>Payment Type</b>	<b>Payable Count</b>	<b>Payment Count</b>	<b>Discount</b>	<b>Payment</b>
Regular Checks	58	58	0.00	22,273.68
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
	<b>58</b>	<b>59</b>	<b>0.00</b>	<b>21,773.68</b>

**EXHIBIT 27-B**

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**All Bank Codes Check Summary**

<b>Payment Type</b>	<b>Payable Count</b>	<b>Payment Count</b>	<b>Discount</b>	<b>Payment</b>
Regular Checks	249	183	0.00	446,071.62
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	-500.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>249</b>	<b>186</b>	<b>0.00</b>	<b>445,571.62</b>

**Fund Summary**

<b>Fund</b>	<b>Name</b>	<b>Period</b>	<b>Amount</b>
99	POOL CASH FUND	4/2018	445,571.62
			<b>445,571.62</b>



Monterey Peninsula Water Management Dist

By Payment Number

Date: 4/1/2018 - 4/30/2018

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
3660	04/13/2018	Regular	1024	Stoldt, David J	0.00	5,636.77	5,636.77
3661	04/13/2018	Regular	1025	Tavani, Arlene M	0.00	2,088.28	2,088.28
3662	04/13/2018	Regular	1044	Bennett, Corryn D	0.00	1,567.13	1,567.13
3663	04/13/2018	Regular	1006	Dudley, Mark A	0.00	2,846.76	2,846.76
3664	04/13/2018	Regular	1039	Flores, Elizabeth	0.00	1,907.80	1,907.80
3665	04/13/2018	Regular	1018	Prasad, Suresh	0.00	4,250.68	4,250.68
3666	04/13/2018	Regular	1019	Reyes, Sara C	0.00	1,815.30	1,815.30
3667	04/13/2018	Regular	1045	Atkins, Daniel	0.00	1,699.03	1,699.03
3668	04/13/2018	Regular	1002	Bekker, Mark	0.00	1,896.70	1,896.70
3669	04/13/2018	Regular	1005	Christensen, Thomas T	0.00	3,188.65	3,188.65
3670	04/13/2018	Regular	1042	Hamilton, Maureen C.	0.00	3,117.02	3,117.02
3671	04/13/2018	Regular	1008	Hampson, Larry M	0.00	3,081.69	3,081.69
3672	04/13/2018	Regular	1009	James, Gregory W	0.00	3,289.54	3,289.54
3673	04/13/2018	Regular	1011	Lear, Jonathan P	0.00	3,723.15	3,723.15
3674	04/13/2018	Regular	1012	Lindberg, Thomas L	0.00	2,745.72	2,745.72
3675	04/13/2018	Regular	1023	Stern, Henrietta L	0.00	997.79	997.79
3676	04/13/2018	Regular	1004	Chaney, Beverly M	0.00	2,492.42	2,492.42
3677	04/13/2018	Regular	1007	Hamilton, Cory R	0.00	2,231.74	2,231.74
3678	04/13/2018	Regular	1043	Suwada, Joseph	0.00	1,709.58	1,709.58
3679	04/13/2018	Regular	1026	Urquhart, Kevan A	0.00	2,217.49	2,217.49
3680	04/13/2018	Regular	1001	Ayala, Gabriela D	0.00	2,323.38	2,323.38
3681	04/13/2018	Regular	1041	Gonnerman, Maryan C	0.00	1,051.18	1,051.18
3682	04/13/2018	Regular	1010	Kister, Stephanie L	0.00	2,545.58	2,545.58
3683	04/13/2018	Regular	1017	Locke, Stephanie L	0.00	3,469.67	3,469.67
3684	04/13/2018	Regular	1014	Martin, Debra S	0.00	2,542.82	2,542.82
3685	04/13/2018	Regular	1040	Smith, Kyle	0.00	1,939.87	1,939.87
3686	04/20/2018	Regular	7015	Adams, Mary L	0.00	347.75	347.75
3687	04/20/2018	Regular	7013	Clarke, Andrew	0.00	544.65	544.65
3688	04/20/2018	Regular	7014	Evans, Molly F	0.00	812.38	812.38
3689	04/20/2018	Regular	7003	Lewis, Brenda	0.00	363.71	363.71
3690	04/27/2018	Regular	1024	Stoldt, David J	0.00	5,636.77	5,636.77
3691	04/27/2018	Regular	1025	Tavani, Arlene M	0.00	2,088.29	2,088.29
3692	04/27/2018	Regular	1044	Bennett, Corryn D	0.00	1,567.13	1,567.13
3693	04/27/2018	Regular	1006	Dudley, Mark A	0.00	2,846.76	2,846.76
3694	04/27/2018	Regular	1039	Flores, Elizabeth	0.00	2,105.61	2,105.61
3695	04/27/2018	Regular	1018	Prasad, Suresh	0.00	4,250.68	4,250.68
3696	04/27/2018	Regular	1019	Reyes, Sara C	0.00	1,815.30	1,815.30
3697	04/27/2018	Regular	1045	Atkins, Daniel	0.00	1,679.72	1,679.72
3698	04/27/2018	Regular	1002	Bekker, Mark	0.00	1,896.70	1,896.70
3699	04/27/2018	Regular	1005	Christensen, Thomas T	0.00	3,188.65	3,188.65
3700	04/27/2018	Regular	1042	Hamilton, Maureen C.	0.00	3,117.03	3,117.03
3701	04/27/2018	Regular	1008	Hampson, Larry M	0.00	3,081.69	3,081.69
3702	04/27/2018	Regular	1009	James, Gregory W	0.00	3,289.54	3,289.54
3703	04/27/2018	Regular	1011	Lear, Jonathan P	0.00	3,723.15	3,723.15
3704	04/27/2018	Regular	1004	Chaney, Beverly M	0.00	2,492.41	2,492.41
3705	04/27/2018	Regular	1007	Hamilton, Cory R	0.00	2,231.75	2,231.75
3706	04/27/2018	Regular	1043	Suwada, Joseph	0.00	1,709.57	1,709.57
3707	04/27/2018	Regular	1026	Urquhart, Kevan A	0.00	2,217.51	2,217.51
3708	04/27/2018	Regular	1001	Ayala, Gabriela D	0.00	2,323.38	2,323.38
3709	04/27/2018	Regular	1041	Gonnerman, Maryan C	0.00	1,971.53	1,971.53
3710	04/27/2018	Regular	1010	Kister, Stephanie L	0.00	2,545.60	2,545.60
3711	04/27/2018	Regular	1017	Locke, Stephanie L	0.00	3,469.67	3,469.67
3712	04/27/2018	Regular	1014	Martin, Debra S	0.00	2,542.83	2,542.83
3713	04/27/2018	Regular	1040	Smith, Kyle	0.00	1,939.88	1,939.88
31911	04/20/2018	Regular	7006	Brower, Sr., Robert S	623.36	0.00	623.36
31912	04/20/2018	Regular	7007	Byrne, Jeannie	249.34	0.00	249.34
31913	04/20/2018	Regular	7016	Rubio, Ralph S	249.34	0.00	249.34

**EXHIBIT 27-C**

<b>Payment Number</b>	<b>Payment Date</b>	<b>Payment Type</b>	<b>Employee Number</b>	<b>Employee Name</b>	<b>Check Amount</b>	<b>Direct Deposit Amount</b>	<b>Total Payment</b>
31935	04/27/2018	Regular	1012	Lindberg, Thomas L	2,745.72	0.00	2,745.72
<b>Totals:</b>					<b>3,867.76</b>	<b>132,175.38</b>	<b>136,043.14</b>



Monterey Peninsula Water Management Dist

# Bank Transaction Report

## Transaction Detail

Issued Date Range: 04/01/2018 - 04/30/2018

Cleared Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
<b>Accounts Payable</b>							
04/13/2018	04/30/2018	<a href="#">DFT0001118</a>	I.R.S.	Accounts Payable	Cleared	Bank Draft	-11,040.03
04/13/2018	04/30/2018	<a href="#">DFT0001119</a>	I.R.S.	Accounts Payable	Cleared	Bank Draft	-2,658.42
04/13/2018	04/30/2018	<a href="#">DFT0001120</a>	Employment Development Dept.	Accounts Payable	Cleared	Bank Draft	-4,478.72
04/13/2018	04/30/2018	<a href="#">DFT0001121</a>	I.R.S.	Accounts Payable	Cleared	Bank Draft	-183.70
04/13/2018	04/30/2018	<a href="#">DFT0001122</a>	PERS Retirement	Accounts Payable	Cleared	Bank Draft	-15,063.92
04/13/2018	04/30/2018	<a href="#">DFT0001123</a>	PERS Retirement	Accounts Payable	Cleared	Bank Draft	-15,063.94
04/16/2018	04/30/2018	<a href="#">DFT0001129</a>	PERS Retirement	Accounts Payable	Cleared	Bank Draft	-14,845.06
04/16/2018	04/30/2018	<a href="#">DFT0001130</a>	PERS Retirement	Accounts Payable	Cleared	Bank Draft	-15,134.61
04/16/2018	04/30/2018	<a href="#">DFT0001142</a>	Laborers Trust Fund of Northern CA	Accounts Payable	Cleared	Bank Draft	-27,360.00
04/20/2018	04/30/2018	<a href="#">DFT0001125</a>	I.R.S.	Accounts Payable	Cleared	Bank Draft	-159.74
04/20/2018	04/30/2018	<a href="#">DFT0001126</a>	I.R.S.	Accounts Payable	Cleared	Bank Draft	-105.72
04/20/2018	04/30/2018	<a href="#">DFT0001127</a>	Employment Development Dept.	Accounts Payable	Cleared	Bank Draft	-15.88
04/20/2018	04/30/2018	<a href="#">DFT0001128</a>	I.R.S.	Accounts Payable	Cleared	Bank Draft	-451.98
04/27/2018	04/30/2018	<a href="#">DFT0001132</a>	I.R.S.	Accounts Payable	Cleared	Bank Draft	-10,670.18
04/27/2018	04/30/2018	<a href="#">DFT0001133</a>	I.R.S.	Accounts Payable	Cleared	Bank Draft	-2,662.90
04/27/2018	04/30/2018	<a href="#">DFT0001134</a>	Employment Development Dept.	Accounts Payable	Cleared	Bank Draft	-4,304.96
04/27/2018	04/30/2018	<a href="#">DFT0001135</a>	I.R.S.	Accounts Payable	Cleared	Bank Draft	-353.50
04/27/2018	04/30/2018	<a href="#">DFT0001136</a>	Employment Development Dept.	Accounts Payable	Cleared	Bank Draft	-226.56
<b>Accounts Payable Total: (18)</b>							<b>-124,779.82</b>
<b>General Ledger</b>							
04/16/2018	04/30/2018	<a href="#">SVC0000149</a>	04/2018 To Post Bank Service Charge	General Ledger	Cleared	Service Charge	-352.86
<b>General Ledger Total: (1)</b>							<b>-352.86</b>
<b>Report Total: (19)</b>							<b>-125,132.68</b>

**EXHIBIT 27-D**

**Bank Transaction Report**

**Summary**

Bank Account	Count	Amount
<a href="#">111 Bank of America Checking - 0000 8170 8210</a>	19	-125,132.68
<b>Report Total:</b>	<b>19</b>	<b>-125,132.68</b>

Cash Account	Count	Amount
<a href="#">99 99-10-100100 Pool Cash Account</a>	19	-125,132.68
<b>Report Total:</b>	<b>19</b>	<b>-125,132.68</b>

Transaction Type	Count	Amount
Bank Draft	18	-124,779.82
Service Charge	1	-352.86
<b>Report Total:</b>	<b>19</b>	<b>-125,132.68</b>





Monterey Peninsula Water Management Dist

**Statement of Revenue Over Expense - No Decimals**  
**Group Summary**

For Fiscal: 2017-2018 Period Ending: 04/30/2018

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
<b>Revenue</b>								
R100 - Water Supply Charge	1,287,379	283,220	1,004,159	454.55 %	3,347,036	3,400,000	-52,964	98.44 %
R120 - Property Taxes Revenues	777,297	145,775	631,522	533.22 %	1,835,234	1,750,000	85,234	104.87 %
R130 - User Fees	716,846	341,136	375,710	210.14 %	3,573,146	4,095,000	-521,854	87.26 %
R140 - Connection Charges	51,661	24,992	26,670	206.71 %	464,118	300,000	164,118	154.71 %
R150 - Permit Processing Fee	26,503	14,578	11,926	181.81 %	215,657	175,000	40,657	123.23 %
R160 - Well Registration Fee	50	0	50	0.00 %	2,275	0	2,275	0.00 %
R180 - River Work Permit Application	0	0	0	0.00 %	25	0	25	0.00 %
R190 - WDS Permits Rule 21	0	4,665	-4,665	0.00 %	17,010	56,000	-38,990	30.38 %
R200 - Recording Fees	3,411	2,466	945	138.30 %	18,926	29,600	-10,674	63.94 %
R210 - Legal Fees	1,407	1,333	74	105.57 %	5,142	16,000	-10,858	32.14 %
R220 - Copy Fee	8	0	8	0.00 %	99	0	99	0.00 %
R230 - Miscellaneous - Other	0	1,666	-1,666	0.00 %	16,899	20,000	-3,101	84.49 %
R250 - Interest Income	7,364	2,499	4,865	294.65 %	24,514	30,000	-5,486	81.71 %
R260 - CAW - ASR	0	52,929	-52,929	0.00 %	0	635,400	-635,400	0.00 %
R265 - CAW - Los Padres Reimbursement	0	54,983	-54,983	0.00 %	0	660,000	-660,000	0.00 %
R270 - CAW - Rebates	0	21,650	-21,650	0.00 %	281,445	260,000	21,445	108.25 %
R290 - CAW - Miscellaneous	0	6,707	-6,707	0.00 %	0	80,500	-80,500	0.00 %
R300 - Watermaster	0	6,214	-6,214	0.00 %	41,133	74,600	-33,467	55.14 %
R308 - Reclamation Project	0	1,666	-1,666	0.00 %	0	20,000	-20,000	0.00 %
R309 - GWR Project Reimbursements	0	342,708	-342,708	0.00 %	4,112,541	4,112,500	41	100.00 %
R310 - Other Reimbursements	19,776	2,441	17,335	810.25 %	19,776	29,300	-9,524	67.49 %
R320 - Grants	0	37,458	-37,458	0.00 %	38,043	450,000	-411,957	8.45 %
R510 - Operating Reserve	0	71,130	-71,130	0.00 %	0	853,900	-853,900	0.00 %
<b>Total Revenue:</b>	<b>2,891,702</b>	<b>1,420,215</b>	<b>1,471,487</b>	<b>203.61 %</b>	<b>14,013,019</b>	<b>17,047,800</b>	<b>-3,034,781</b>	<b>82.20 %</b>

**EXHIBIT 27-E**

**Statement of Revenue Over Expense - No Decimals**

**For Fiscal: 2017-2018 Period Ending: 04/30/2018**

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
<b>Expense</b>								
<b>Level1: 100 - Personnel Costs</b>								
1100 - Salaries & Wages	193,737	208,417	14,680	92.96 %	2,027,346	2,502,000	474,654	81.03 %
1110 - Manager's Auto Allowance	462	500	38	92.34 %	3,461	6,000	2,539	57.69 %
1120 - Manager's Deferred Comp	677	700	23	96.74 %	5,077	8,400	3,323	60.44 %
1130 - Unemployment Compensation	0	250	250	0.00 %	0	3,000	3,000	0.00 %
1150 - Temporary Personnel	3,405	4,415	1,010	77.12 %	40,472	53,000	12,528	76.36 %
1160 - PERS Retirement	18,854	37,443	18,589	50.35 %	438,408	449,500	11,092	97.53 %
1170 - Medical Insurance	26,664	27,531	867	96.85 %	266,430	330,500	64,070	80.61 %
1180 - Medical Insurance - Retirees	7,529	6,747	-781	111.58 %	77,477	81,000	3,523	95.65 %
1190 - Workers Compensation	3,741	4,240	499	88.23 %	41,909	50,900	8,991	82.34 %
1200 - Life Insurance	354	450	96	78.59 %	3,310	5,400	2,091	61.29 %
1210 - Long Term Disability Insurance	1,126	1,200	74	93.86 %	11,327	14,400	3,073	78.66 %
1220 - Short Term Disability Insurance	227	275	48	82.47 %	2,252	3,300	1,048	68.23 %
1230 - Other Benefits	80	100	20	80.03 %	1,237	1,200	-37	103.04 %
1260 - Employee Assistance Program	59	125	66	47.02 %	576	1,500	924	38.38 %
1270 - FICA Tax Expense	217	566	349	38.38 %	4,791	6,800	2,009	70.45 %
1280 - Medicare Tax Expense	2,690	3,107	417	86.58 %	30,196	37,300	7,104	80.95 %
1290 - Staff Development & Training	0	3,074	3,074	0.00 %	9,095	36,900	27,805	24.65 %
1300 - Conference Registration	0	283	283	0.00 %	3,571	3,400	-171	105.04 %
1310 - Professional Dues	0	258	258	0.00 %	1,375	3,100	1,725	44.35 %
1320 - Personnel Recruitment	188	167	-21	112.73 %	695	2,000	1,305	34.74 %
<b>Total Level1: 100 - Personnel Costs:</b>	<b>260,007</b>	<b>299,847</b>	<b>39,840</b>	<b>86.71 %</b>	<b>2,969,003</b>	<b>3,599,600</b>	<b>630,597</b>	<b>82.48 %</b>
<b>Level1: 200 - Supplies and Services</b>								
2000 - Board Member Compensation	2,025	3,782	1,757	53.55 %	23,085	45,400	22,315	50.85 %
2020 - Board Expenses	0	666	666	0.00 %	10,932	8,000	-2,932	136.66 %
2040 - Rent	1,838	1,933	95	95.11 %	18,657	23,200	4,543	80.42 %
2060 - Utilities	1,788	3,232	1,444	55.31 %	25,726	38,800	13,074	66.30 %
2120 - Insurance Expense	4,186	3,749	-437	111.66 %	44,251	45,000	749	98.33 %
2130 - Membership Dues	668	2,882	2,214	23.18 %	31,297	34,600	3,303	90.45 %
2140 - Bank Charges	399	333	-66	119.81 %	3,983	4,000	17	99.58 %
2150 - Office Supplies	1,366	1,716	350	79.59 %	11,490	20,600	9,110	55.78 %
2160 - Courier Expense	470	675	205	69.66 %	4,351	8,100	3,749	53.72 %
2170 - Printing/Photocopy	0	783	783	0.00 %	490	9,400	8,910	5.21 %
2180 - Postage & Shipping	24	533	509	4.57 %	4,828	6,400	1,572	75.43 %
2190 - IT Supplies/Services	4,920	8,330	3,410	59.07 %	106,254	100,000	-6,254	106.25 %
2200 - Professional Fees	15,105	29,280	14,175	51.59 %	252,732	351,500	98,768	71.90 %
2220 - Equipment Repairs & Maintenance	1,003	625	-378	160.56 %	3,931	7,500	3,569	52.41 %
2235 - Equipment Lease	947	1,166	219	81.22 %	10,806	14,000	3,194	77.18 %
2240 - Telephone	4,938	3,798	-1,140	130.01 %	36,522	45,600	9,078	80.09 %
2260 - Facility Maintenance	3,298	3,565	267	92.50 %	28,624	42,800	14,176	66.88 %
2270 - Travel Expenses	456	2,882	2,427	15.81 %	14,094	34,600	20,506	40.73 %

**EXHIBIT 27-E**

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**Statement of Revenue Over Expense - No Decimals****For Fiscal: 2017-2018 Period Ending: 04/30/2018**

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
2280 - Transportation	1,595	2,216	621	71.99 %	24,773	26,600	1,827	93.13 %
2300 - Legal Services	22,137	33,320	11,183	66.44 %	266,979	400,000	133,021	66.74 %
2380 - Meeting Expenses	143	575	432	24.82 %	1,869	6,900	5,031	27.08 %
2420 - Legal Notices	135	308	173	43.80 %	135	3,700	3,565	3.65 %
2460 - Public Outreach	185	473	288	39.07 %	2,593	5,700	3,107	45.49 %
2480 - Miscellaneous	119	250	131	47.43 %	516	3,000	2,484	17.21 %
2500 - Tax Administration Fee	20,727	1,666	-19,061	1,244.12 %	20,727	20,000	-727	103.64 %
2900 - Operating Supplies	1,122	1,599	478	70.14 %	11,391	19,200	7,809	59.33 %
<b>Total Level1: 200 - Supplies and Services:</b>	<b>89,594</b>	<b>110,338</b>	<b>20,744</b>	<b>81.20 %</b>	<b>961,035</b>	<b>1,324,600</b>	<b>363,565</b>	<b>72.55 %</b>
<b>Level1: 300 - Other Expenses</b>								
3000 - Project Expenses	118,373	476,760	358,387	24.83 %	2,214,243	5,723,700	3,509,457	38.69 %
4000 - Fixed Asset Purchases	1,486	72,254	70,769	2.06 %	177,140	867,400	690,260	20.42 %
5000 - Debt Service	0	19,159	19,159	0.00 %	67,019	230,000	162,981	29.14 %
5500 - Election Expenses	0	583	583	0.00 %	6,863	7,000	137	98.04 %
6000 - Contingencies	0	6,248	6,248	0.00 %	0	75,000	75,000	0.00 %
6500 - Reserves	0	435,026	435,026	0.00 %	0	5,220,500	5,220,500	0.00 %
<b>Total Level1: 300 - Other Expenses:</b>	<b>119,859</b>	<b>1,010,031</b>	<b>890,171</b>	<b>11.87 %</b>	<b>2,465,265</b>	<b>12,123,600</b>	<b>9,658,335</b>	<b>20.33 %</b>
<b>Total Expense:</b>	<b>469,460</b>	<b>1,420,215</b>	<b>950,755</b>	<b>33.06 %</b>	<b>6,395,303</b>	<b>17,047,800</b>	<b>10,652,497</b>	<b>37.51 %</b>
<b>Report Total:</b>	<b>2,422,242</b>	<b>0</b>	<b>2,422,242</b>		<b>7,617,716</b>	<b>0</b>	<b>7,617,716</b>	

**EXHIBIT 27-E****Statement of Revenue Over Expense - No Decimals**

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For Fiscal: 2017-2018 Period Ending: 04/30/2018

**Fund Summary**

<b>Fund</b>	<b>April Activity</b>	<b>April Budget</b>	<b>Variance Favorable (Unfavorable)</b>	<b>Percent Used</b>	<b>YTD Activity</b>	<b>Total Budget</b>	<b>Variance Favorable (Unfavorable)</b>	<b>Percent Used</b>
24 - MITIGATION FUND	409,111	0	409,111		739,116	0	739,116	
26 - CONSERVATION FUND	796,204	0	796,204		1,209,179	0	1,209,179	
35 - WATER SUPPLY FUND	1,216,927	0	1,216,927		5,669,421	0	5,669,421	
<b>Report Total:</b>	<b>2,422,242</b>	<b>0.02</b>	<b>2,422,242</b>		<b>7,617,716</b>	<b>0</b>	<b>7,617,716</b>	



Monterey Peninsula Water Management Dist

**Statement of Revenue Over Expense - No Decimals**  
**Group Summary**

For Fiscal: 2017-2018 Period Ending: 04/30/2018

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 24 - MITIGATION FUND</b>								
<b>Revenue</b>								
R120 - Property Taxes Revenues	127,777	41,645	86,132	306.83 %	524,353	500,000	24,353	104.87 %
R130 - User Fees	411,164	196,006	215,157	209.77 %	2,058,385	2,353,000	-294,615	87.48 %
R160 - Well Registration Fee	50	0	50	0.00 %	2,275	0	2,275	0.00 %
R180 - River Work Permit Application	0	0	0	0.00 %	25	0	25	0.00 %
R190 - WDS Permits Rule 21	0	4,665	-4,665	0.00 %	17,010	56,000	-38,990	30.38 %
R230 - Miscellaneous - Other	0	833	-833	0.00 %	15,000	10,000	5,000	150.00 %
R250 - Interest Income	1,722	417	1,306	413.40 %	5,530	5,000	530	110.60 %
R290 - CAW - Miscellaneous	0	633	-633	0.00 %	0	7,600	-7,600	0.00 %
R310 - Other Reimbursements	19,776	2,357	17,418	838.88 %	19,776	28,300	-8,524	69.88 %
R320 - Grants	0	12,468	-12,468	0.00 %	18,043	150,000	-131,957	12.03 %
R510 - Operating Reserve	0	8,538	-8,538	0.00 %	0	102,500	-102,500	0.00 %
<b>Total Revenue:</b>	<b>560,489</b>	<b>267,563</b>	<b>292,926</b>	<b>-209.48 %</b>	<b>2,660,396</b>	<b>3,212,400</b>	<b>-552,004</b>	<b>82.82 %</b>

**EXHIBIT 27-E**

**Statement of Revenue Over Expense - No Decimals**

For Fiscal: 2017-2018 Period Ending: 04/30/2018

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
<b>Expense</b>								
<b>Level1: 100 - Personnel Costs</b>								
1100 - Salaries & Wages	76,666	82,034	5,368	93.46 %	811,636	984,800	173,164	82.42 %
1110 - Manager's Auto Allowance	92	100	8	92.34 %	692	1,200	508	57.69 %
1120 - Manager's Deferred Comp	135	142	6	95.60 %	1,015	1,700	685	59.73 %
1130 - Unemployment Compensation	0	100	100	0.00 %	0	1,200	1,200	0.00 %
1150 - Temporary Personnel	0	267	267	0.00 %	2,970	3,200	230	92.80 %
1160 - PERS Retirement	7,505	15,627	8,122	48.03 %	182,254	187,600	5,346	97.15 %
1170 - Medical Insurance	10,517	11,204	687	93.87 %	107,093	134,500	27,407	79.62 %
1180 - Medical Insurance - Retirees	3,011	2,699	-312	111.58 %	31,083	32,400	1,317	95.93 %
1190 - Workers Compensation	2,187	2,499	312	87.52 %	25,530	30,000	4,470	85.10 %
1200 - Life Insurance	145	200	55	72.63 %	1,455	2,400	945	60.63 %
1210 - Long Term Disability Insurance	448	483	35	92.78 %	4,577	5,800	1,224	78.91 %
1220 - Short Term Disability Insurance	92	108	16	85.18 %	912	1,300	388	70.15 %
1230 - Other Benefits	32	42	10	76.83 %	474	500	26	94.88 %
1260 - Employee Assistance Program	24	50	26	47.88 %	233	600	367	38.84 %
1270 - FICA Tax Expense	119	242	122	49.31 %	3,659	2,900	-759	126.17 %
1280 - Medicare Tax Expense	1,098	1,216	118	90.29 %	12,705	14,600	1,895	87.02 %
1290 - Staff Development & Training	0	991	991	0.00 %	3,859	11,900	8,041	32.43 %
1300 - Conference Registration	0	117	117	0.00 %	1,177	1,400	223	84.04 %
1310 - Professional Dues	0	67	67	0.00 %	532	800	268	66.49 %
1320 - Personnel Recruitment	188	67	-121	281.81 %	345	800	455	43.08 %
<b>Total Level1: 100 - Personnel Costs:</b>	<b>102,262</b>	<b>118,253</b>	<b>15,991</b>	<b>86.48 %</b>	<b>1,192,199</b>	<b>1,419,600</b>	<b>227,401</b>	<b>83.98 %</b>
<b>Level1: 200 - Supplies and Services</b>								
2000 - Board Member Compensation	810	1,516	706	53.43 %	9,234	18,200	8,966	50.74 %
2020 - Board Expenses	0	267	267	0.00 %	4,373	3,200	-1,173	136.66 %
2040 - Rent	840	883	43	95.10 %	8,508	10,600	2,092	80.26 %
2060 - Utilities	721	1,299	579	55.47 %	10,584	15,600	5,016	67.85 %
2120 - Insurance Expense	1,674	1,499	-175	111.66 %	17,700	18,000	300	98.33 %
2130 - Membership Dues	0	908	908	0.00 %	10,179	10,900	721	93.38 %
2140 - Bank Charges	160	133	-26	119.81 %	1,683	1,600	-83	105.20 %
2150 - Office Supplies	541	675	134	80.11 %	4,475	8,100	3,625	55.25 %
2160 - Courier Expense	188	267	79	70.53 %	1,740	3,200	1,460	54.39 %
2170 - Printing/Photocopy	0	150	150	0.00 %	56	1,800	1,744	3.13 %
2180 - Postage & Shipping	10	217	207	4.50 %	1,999	2,600	601	76.87 %
2190 - IT Supplies/Services	1,779	3,332	1,553	53.38 %	41,668	40,000	-1,668	104.17 %
2200 - Professional Fees	6,042	11,712	5,670	51.59 %	99,957	140,600	40,643	71.09 %
2220 - Equipment Repairs & Maintenance	401	250	-151	160.56 %	1,572	3,000	1,428	52.41 %
2235 - Equipment Lease	407	466	59	87.32 %	4,647	5,600	953	82.97 %
2240 - Telephone	2,046	1,516	-530	134.93 %	15,423	18,200	2,777	84.74 %
2260 - Facility Maintenance	1,334	1,449	116	92.02 %	11,600	17,400	5,800	66.66 %
2270 - Travel Expenses	181	791	610	22.88 %	2,777	9,500	6,723	29.23 %

**EXHIBIT 27-E**

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**Statement of Revenue Over Expense - No Decimals****For Fiscal: 2017-2018 Period Ending: 04/30/2018**

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
2280 - Transportation	1,516	858	-658	176.73 %	23,256	10,300	-12,956	225.79 %
2300 - Legal Services	7,160	10,662	3,502	67.15 %	32,043	128,000	95,957	25.03 %
2380 - Meeting Expenses	57	217	160	26.35 %	703	2,600	1,897	27.04 %
2420 - Legal Notices	54	133	79	40.52 %	54	1,600	1,546	3.38 %
2460 - Public Outreach	74	191	117	38.73 %	889	2,300	1,411	38.66 %
2480 - Miscellaneous	47	100	53	47.44 %	199	1,200	1,001	16.58 %
2500 - Tax Administration Fee	3,537	483	-3,054	732.09 %	3,537	5,800	2,263	60.98 %
2900 - Operating Supplies	27	183	156	14.79 %	556	2,200	1,644	25.26 %
<b>Total Level1: 200 - Supplies and Services:</b>	<b>29,605</b>	<b>40,158</b>	<b>10,553</b>	<b>73.72 %</b>	<b>309,412</b>	<b>482,100</b>	<b>172,688</b>	<b>64.18 %</b>
<b>Level1: 300 - Other Expenses</b>								
3000 - Project Expenses	19,289	71,699	52,410	26.90 %	388,233	861,100	472,867	45.09 %
4000 - Fixed Asset Purchases	223	16,443	16,221	1.36 %	28,692	197,400	168,708	14.53 %
5500 - Election Expenses	0	233	233	0.00 %	2,745	2,800	55	98.04 %
6000 - Contingencies	0	2,499	2,499	0.00 %	0	30,000	30,000	0.00 %
6500 - Reserves	0	18,277	18,277	0.00 %	0	219,400	219,400	0.00 %
<b>Total Level1: 300 - Other Expenses:</b>	<b>19,512</b>	<b>109,151</b>	<b>89,640</b>	<b>17.88 %</b>	<b>419,669</b>	<b>1,310,700</b>	<b>891,031</b>	<b>32.02 %</b>
<b>Total Expense:</b>	<b>151,378</b>	<b>267,563</b>	<b>116,184</b>	<b>56.58 %</b>	<b>1,921,280</b>	<b>3,212,400</b>	<b>1,291,120</b>	<b>59.81 %</b>
<b>Total Revenues</b>	<b>560,489</b>	<b>267,563</b>	<b>292,926</b>	<b>-209.48 %</b>	<b>2,660,396</b>	<b>3,212,400</b>	<b>-552,004</b>	<b>-82.82 %</b>
<b>Total Fund: 24 - MITIGATION FUND:</b>	<b>409,111</b>	<b>0</b>	<b>409,111</b>		<b>739,116</b>	<b>0</b>	<b>739,116</b>	

**EXHIBIT 27-E**

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**Statement of Revenue Over Expense - No Decimals****For Fiscal: 2017-2018 Period Ending: 04/30/2018**

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 26 - CONSERVATION FUND</b>								
<b>Revenue</b>								
R120 - Property Taxes Revenues	669,348	104,131	565,217	642.79 %	1,310,881	1,250,000	60,881	104.87 %
R130 - User Fees	202,353	97,046	105,307	208.51 %	932,873	1,165,000	-232,127	80.07 %
R150 - Permit Processing Fee	26,503	14,578	11,926	181.81 %	215,657	175,000	40,657	123.23 %
R200 - Recording Fees	3,411	2,466	945	138.30 %	18,926	29,600	-10,674	63.94 %
R210 - Legal Fees	1,407	1,333	74	105.57 %	5,142	16,000	-10,858	32.14 %
R250 - Interest Income	1,892	417	1,475	454.11 %	8,636	5,000	3,636	172.72 %
R270 - CAW - Rebates	0	21,650	-21,650	0.00 %	281,445	260,000	21,445	108.25 %
R320 - Grants	0	18,326	-18,326	0.00 %	20,000	220,000	-200,000	9.09 %
R510 - Operating Reserve	0	200	-200	0.00 %	0	2,400	-2,400	0.00 %
<b>Total Revenue:</b>	<b>904,914</b>	<b>260,146</b>	<b>644,767</b>	<b>-347.85 %</b>	<b>2,793,560</b>	<b>3,123,000</b>	<b>-329,440</b>	<b>89.45 %</b>



**EXHIBIT 27-E**

**Statement of Revenue Over Expense - No Decimals**

For Fiscal: 2017-2018 Period Ending: 04/30/2018

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
<b>Expense</b>								
<b>Level1: 100 - Personnel Costs</b>								
1100 - Salaries & Wages	44,349	53,662	9,313	82.65 %	477,836	644,200	166,364	74.18 %
1110 - Manager's Auto Allowance	92	100	8	92.34 %	692	1,200	508	57.69 %
1120 - Manager's Deferred Comp	135	142	6	95.60 %	1,015	1,700	685	59.73 %
1130 - Unemployment Compensation	0	67	67	0.00 %	0	800	800	0.00 %
1150 - Temporary Personnel	3,405	3,932	527	86.60 %	35,127	47,200	12,073	74.42 %
1160 - PERS Retirement	4,180	8,747	4,566	47.80 %	97,557	105,000	7,443	92.91 %
1170 - Medical Insurance	6,965	7,597	632	91.68 %	68,843	91,200	22,357	75.49 %
1180 - Medical Insurance - Retirees	2,108	1,891	-217	111.48 %	21,647	22,700	1,053	95.36 %
1190 - Workers Compensation	170	225	55	75.45 %	1,899	2,700	801	70.34 %
1200 - Life Insurance	85	100	15	85.39 %	766	1,200	434	63.80 %
1210 - Long Term Disability Insurance	274	325	50	84.46 %	2,801	3,900	1,099	71.83 %
1220 - Short Term Disability Insurance	55	75	20	72.74 %	557	900	343	61.85 %
1230 - Other Benefits	22	25	3	89.64 %	332	300	-32	110.69 %
1260 - Employee Assistance Program	15	33	18	45.20 %	149	400	251	37.24 %
1270 - FICA Tax Expense	35	83	48	42.20 %	401	1,000	599	40.07 %
1280 - Medicare Tax Expense	641	800	158	80.20 %	7,196	9,600	2,404	74.96 %
1290 - Staff Development & Training	0	1,191	1,191	0.00 %	3,797	14,300	10,503	26.55 %
1300 - Conference Registration	0	67	67	0.00 %	1,454	800	-654	181.70 %
1310 - Professional Dues	0	125	125	0.00 %	763	1,500	737	50.90 %
1320 - Personnel Recruitment	0	50	50	0.00 %	273	600	327	45.46 %
<b>Total Level1: 100 - Personnel Costs:</b>	<b>62,533</b>	<b>79,235</b>	<b>16,702</b>	<b>78.92 %</b>	<b>723,104</b>	<b>951,200</b>	<b>228,096</b>	<b>76.02 %</b>
<b>Level1: 200 - Supplies and Services</b>								
2000 - Board Member Compensation	567	1,058	491	53.60 %	6,464	12,700	6,236	50.90 %
2020 - Board Expenses	0	183	183	0.00 %	3,061	2,200	-861	139.14 %
2040 - Rent	222	233	11	95.20 %	2,298	2,800	502	82.07 %
2060 - Utilities	485	883	398	54.89 %	6,612	10,600	3,988	62.38 %
2120 - Insurance Expense	1,172	1,050	-122	111.66 %	12,390	12,600	210	98.33 %
2130 - Membership Dues	668	1,250	581	53.47 %	12,980	15,000	2,021	86.53 %
2140 - Bank Charges	112	92	-20	121.99 %	1,005	1,100	95	91.36 %
2150 - Office Supplies	398	491	93	81.06 %	3,422	5,900	2,478	58.00 %
2160 - Courier Expense	132	192	60	68.69 %	1,257	2,300	1,043	54.67 %
2170 - Printing/Photocopy	0	508	508	0.00 %	39	6,100	6,061	0.65 %
2180 - Postage & Shipping	7	142	135	4.82 %	1,309	1,700	391	77.00 %
2190 - IT Supplies/Services	904	2,332	1,429	38.75 %	28,786	28,000	-786	102.81 %
2200 - Professional Fees	4,229	8,197	3,967	51.60 %	69,893	98,400	28,507	71.03 %
2220 - Equipment Repairs & Maintenance	281	175	-106	160.56 %	1,101	2,100	999	52.41 %
2235 - Equipment Lease	227	325	98	69.98 %	2,628	3,900	1,272	67.39 %
2240 - Telephone	1,353	1,016	-336	133.09 %	10,094	12,200	2,106	82.74 %
2260 - Facility Maintenance	916	933	17	98.20 %	7,896	11,200	3,304	70.50 %
2270 - Travel Expenses	127	1,416	1,289	8.95 %	4,353	17,000	12,647	25.60 %

**EXHIBIT 27-E**

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**Statement of Revenue Over Expense - No Decimals****For Fiscal: 2017-2018 Period Ending: 04/30/2018**

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
2280 - Transportation	0	500	500	0.00 %	588	6,000	5,412	9.80 %
2300 - Legal Services	3,576	5,998	2,421	59.63 %	26,910	72,000	45,090	37.38 %
2380 - Meeting Expenses	40	183	143	21.80 %	563	2,200	1,637	25.61 %
2420 - Legal Notices	38	58	21	64.83 %	38	700	662	5.40 %
2460 - Public Outreach	52	133	81	38.97 %	826	1,600	774	51.60 %
2480 - Miscellaneous	33	67	33	49.80 %	139	800	661	17.41 %
2500 - Tax Administration Fee	8,843	475	-8,368	1,862.43 %	8,843	5,700	-3,143	155.14 %
2900 - Operating Supplies	1,095	1,266	171	86.46 %	10,446	15,200	4,754	68.73 %
<b>Total Level1: 200 - Supplies and Services:</b>	<b>25,476</b>	<b>29,155</b>	<b>3,679</b>	<b>87.38 %</b>	<b>223,942</b>	<b>350,000</b>	<b>126,058</b>	<b>63.98 %</b>
<b>Level1: 300 - Other Expenses</b>								
3000 - Project Expenses	19,661	104,386	84,726	18.83 %	514,980	1,253,100	738,120	41.10 %
4000 - Fixed Asset Purchases	1,040	42,150	41,110	2.47 %	120,435	506,000	385,565	23.80 %
5500 - Election Expenses	0	167	167	0.00 %	1,922	2,000	78	96.08 %
6000 - Contingencies	0	1,749	1,749	0.00 %	0	21,000	21,000	0.00 %
6500 - Reserves	0	3,305	3,305	0.00 %	0	39,700	39,700	0.00 %
<b>Total Level1: 300 - Other Expenses:</b>	<b>20,701</b>	<b>151,757</b>	<b>131,056</b>	<b>13.64 %</b>	<b>637,336</b>	<b>1,821,800</b>	<b>1,184,464</b>	<b>34.98 %</b>
<b>Total Expense:</b>	<b>108,710</b>	<b>260,146</b>	<b>151,437</b>	<b>41.79 %</b>	<b>1,584,382</b>	<b>3,123,000</b>	<b>1,538,618</b>	<b>50.73 %</b>
<b>Total Revenues</b>	<b>904,914</b>	<b>260,146</b>	<b>644,767</b>	<b>-347.85 %</b>	<b>2,793,560</b>	<b>3,123,000</b>	<b>-329,440</b>	<b>-89.45 %</b>
<b>Total Fund: 26 - CONSERVATION FUND:</b>	<b>796,204</b>	<b>0</b>	<b>796,204</b>		<b>1,209,179</b>	<b>0</b>	<b>1,209,179</b>	

**EXHIBIT 27-E**

**Statement of Revenue Over Expense - No Decimals**

For Fiscal: 2017-2018 Period Ending: 04/30/2018

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
<b>Fund: 35 - WATER SUPPLY FUND</b>								
<b>Revenue</b>								
R100 - Water Supply Charge	1,287,379	283,220	1,004,159	454.55 %	3,347,036	3,400,000	-52,964	98.44 %
R120 - Property Taxes Revenues	-19,829	-1	-19,828	19,152.29 %	0	0	0	0.00 %
R130 - User Fees	103,329	48,083	55,246	214.90 %	581,888	577,000	4,888	100.85 %
R140 - Connection Charges	51,661	24,992	26,670	206.71 %	464,118	300,000	164,118	154.71 %
R220 - Copy Fee	8	0	8	0.00 %	99	0	99	0.00 %
R230 - Miscellaneous - Other	0	833	-833	0.00 %	1,899	10,000	-8,101	18.99 %
R250 - Interest Income	3,751	1,666	2,084	225.10 %	10,348	20,000	-9,652	51.74 %
R260 - CAW - ASR	0	52,929	-52,929	0.00 %	0	635,400	-635,400	0.00 %
R265 - CAW - Los Padres Reimbursement	0	54,983	-54,983	0.00 %	0	660,000	-660,000	0.00 %
R290 - CAW - Miscellaneous	0	6,074	-6,074	0.00 %	0	72,900	-72,900	0.00 %
R300 - Watermaster	0	6,214	-6,214	0.00 %	41,133	74,600	-33,467	55.14 %
R308 - Reclamation Project	0	1,666	-1,666	0.00 %	0	20,000	-20,000	0.00 %
R309 - GWR Project Reimbursements	0	342,708	-342,708	0.00 %	4,112,541	4,112,500	41	100.00 %
R310 - Other Reimbursements	0	83	-83	0.00 %	0	1,000	-1,000	0.00 %
R320 - Grants	0	6,664	-6,664	0.00 %	0	80,000	-80,000	0.00 %
R510 - Operating Reserve	0	62,392	-62,392	0.00 %	0	749,000	-749,000	0.00 %
<b>Total Revenue:</b>	<b>1,426,299</b>	<b>892,506</b>	<b>533,793</b>	<b>-159.81 %</b>	<b>8,559,063</b>	<b>10,712,400</b>	<b>-2,153,338</b>	<b>79.90 %</b>

**EXHIBIT 27-E**

**Statement of Revenue Over Expense - No Decimals**

For Fiscal: 2017-2018 Period Ending: 04/30/2018

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
<b>Expense</b>								
<b>Level1: 100 - Personnel Costs</b>								
1100 - Salaries & Wages	72,721	72,721	0	100.00 %	737,875	873,000	135,125	84.52 %
1110 - Manager's Auto Allowance	277	300	23	92.34 %	2,077	3,600	1,523	57.69 %
1120 - Manager's Deferred Comp	406	417	10	97.52 %	3,046	5,000	1,954	60.92 %
1130 - Unemployment Compensation	0	83	83	0.00 %	0	1,000	1,000	0.00 %
1150 - Temporary Personnel	0	217	217	0.00 %	2,376	2,600	224	91.37 %
1160 - PERS Retirement	7,168	13,070	5,901	54.85 %	158,597	156,900	-1,697	101.08 %
1170 - Medical Insurance	9,181	8,730	-451	105.17 %	90,494	104,800	14,306	86.35 %
1180 - Medical Insurance - Retirees	2,409	2,157	-252	111.66 %	24,747	25,900	1,153	95.55 %
1190 - Workers Compensation	1,384	1,516	132	91.30 %	14,479	18,200	3,721	79.56 %
1200 - Life Insurance	123	150	27	81.99 %	1,089	1,800	711	60.49 %
1210 - Long Term Disability Insurance	403	392	-12	102.98 %	3,950	4,700	750	84.03 %
1220 - Short Term Disability Insurance	80	92	12	87.22 %	783	1,100	317	71.19 %
1230 - Other Benefits	26	33	8	76.83 %	430	400	-30	107.51 %
1260 - Employee Assistance Program	20	42	22	47.44 %	194	500	306	38.75 %
1270 - FICA Tax Expense	63	242	178	26.13 %	731	2,900	2,169	25.21 %
1280 - Medicare Tax Expense	951	1,091	141	87.12 %	10,295	13,100	2,805	78.59 %
1290 - Staff Development & Training	0	891	891	0.00 %	1,440	10,700	9,260	13.46 %
1300 - Conference Registration	0	100	100	0.00 %	941	1,200	259	78.44 %
1310 - Professional Dues	0	67	67	0.00 %	79	800	721	9.92 %
1320 - Personnel Recruitment	0	50	50	0.00 %	77	600	523	12.91 %
<b>Total Level1: 100 - Personnel Costs:</b>	<b>95,212</b>	<b>102,359</b>	<b>7,147</b>	<b>93.02 %</b>	<b>1,053,700</b>	<b>1,228,800</b>	<b>175,100</b>	<b>85.75 %</b>
<b>Level1: 200 - Supplies and Services</b>								
2000 - Board Member Compensation	648	1,208	560	53.65 %	7,387	14,500	7,113	50.95 %
2020 - Board Expenses	0	217	217	0.00 %	3,498	2,600	-898	134.55 %
2040 - Rent	776	816	40	95.09 %	7,851	9,800	1,949	80.11 %
2060 - Utilities	582	1,050	467	55.48 %	8,529	12,600	4,071	67.69 %
2120 - Insurance Expense	1,339	1,200	-140	111.66 %	14,160	14,400	240	98.33 %
2130 - Membership Dues	0	725	725	0.00 %	8,139	8,700	561	93.55 %
2140 - Bank Charges	128	108	-19	117.97 %	1,295	1,300	5	99.61 %
2150 - Office Supplies	427	550	123	77.64 %	3,593	6,600	3,007	54.45 %
2160 - Courier Expense	150	217	66	69.44 %	1,353	2,600	1,247	52.05 %
2170 - Printing/Photocopy	0	125	125	0.00 %	394	1,500	1,106	26.26 %
2180 - Postage & Shipping	8	175	167	4.46 %	1,520	2,100	580	72.39 %
2190 - IT Supplies/Services	2,238	2,666	427	83.96 %	35,800	32,000	-3,800	111.88 %
2200 - Professional Fees	4,834	9,371	4,538	51.58 %	82,882	112,500	29,618	73.67 %
2220 - Equipment Repairs & Maintenance	321	200	-121	160.55 %	1,258	2,400	1,142	52.41 %
2235 - Equipment Lease	313	375	62	83.39 %	3,531	4,500	969	78.47 %
2240 - Telephone	1,540	1,266	-274	121.65 %	11,005	15,200	4,195	72.40 %
2260 - Facility Maintenance	1,048	1,183	135	88.61 %	9,128	14,200	5,072	64.28 %
2270 - Travel Expenses	148	675	527	21.91 %	6,965	8,100	1,135	85.98 %

**EXHIBIT 27-E**

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**Statement of Revenue Over Expense - No Decimals****For Fiscal: 2017-2018 Period Ending: 04/30/2018**

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
2280 - Transportation	79	858	779	9.19 %	929	10,300	9,371	9.02 %
2300 - Legal Services	11,401	16,660	5,259	68.43 %	208,026	200,000	-8,026	104.01 %
2380 - Meeting Expenses	46	175	129	26.09 %	602	2,100	1,498	28.69 %
2420 - Legal Notices	43	117	73	37.04 %	43	1,400	1,357	3.09 %
2460 - Public Outreach	59	150	90	39.60 %	878	1,800	922	48.80 %
2480 - Miscellaneous	38	83	45	45.53 %	178	1,000	822	17.81 %
2500 - Tax Administration Fee	8,347	708	-7,639	1,178.87 %	8,347	8,500	153	98.20 %
2900 - Operating Supplies	0	150	150	0.00 %	389	1,800	1,411	21.60 %
<b>Total Level1: 200 - Supplies and Services:</b>	<b>34,513</b>	<b>41,025</b>	<b>6,512</b>	<b>84.13 %</b>	<b>427,682</b>	<b>492,500</b>	<b>64,818</b>	<b>86.84 %</b>
<b>Level1: 300 - Other Expenses</b>								
3000 - Project Expenses	79,424	300,675	221,251	26.42 %	1,311,031	3,609,500	2,298,469	36.32 %
4000 - Fixed Asset Purchases	223	13,661	13,438	1.63 %	28,013	164,000	135,987	17.08 %
5000 - Debt Service	0	19,159	19,159	0.00 %	67,019	230,000	162,981	29.14 %
5500 - Election Expenses	0	183	183	0.00 %	2,196	2,200	4	99.82 %
6000 - Contingencies	0	1,999	1,999	0.00 %	0	24,000	24,000	0.00 %
6500 - Reserves	0	413,444	413,444	0.00 %	0	4,961,400	4,961,400	0.00 %
<b>Total Level1: 300 - Other Expenses:</b>	<b>79,647</b>	<b>749,122</b>	<b>669,475</b>	<b>10.63 %</b>	<b>1,408,259</b>	<b>8,991,100</b>	<b>7,582,841</b>	<b>15.66 %</b>
<b>Total Expense:</b>	<b>209,372</b>	<b>892,506</b>	<b>683,134</b>	<b>23.46 %</b>	<b>2,889,641</b>	<b>10,712,400</b>	<b>7,822,759</b>	<b>26.97 %</b>
<b>Total Revenues</b>	<b>1,426,299</b>	<b>892,506</b>	<b>533,793</b>	<b>-159.81 %</b>	<b>8,559,063</b>	<b>10,712,400</b>	<b>-2,153,338</b>	<b>-79.90 %</b>
<b>Total Fund: 35 - WATER SUPPLY FUND:</b>	<b>1,216,927</b>	<b>0</b>	<b>1,216,927</b>		<b>5,669,421</b>	<b>0</b>	<b>5,669,421</b>	
<b>Report Total:</b>	<b>2,422,242</b>	<b>0</b>	<b>2,422,242</b>		<b>7,617,716</b>	<b>0</b>	<b>7,617,716</b>	

**EXHIBIT 27-E****Statement of Revenue Over Expense - No Decimals**

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For Fiscal: 2017-2018 Period Ending: 04/30/2018

**Fund Summary**

<b>Fund</b>	<b>April Activity</b>	<b>April Budget</b>	<b>Variance Favorable (Unfavorable)</b>	<b>Percent Used</b>	<b>YTD Activity</b>	<b>Total Budget</b>	<b>Variance Favorable (Unfavorable)</b>	<b>Percent Used</b>
24 - MITIGATION FUND	409,111	0	409,111		739,116	0	739,116	
26 - CONSERVATION FUND	796,204	0	796,204		1,209,179	0	1,209,179	
35 - WATER SUPPLY FUND	1,216,927	0	1,216,927		5,669,421	0	5,669,421	
<b>Report Total:</b>	<b>2,422,242</b>	<b>0.02</b>	<b>2,422,242</b>		<b>7,617,716</b>	<b>0</b>	<b>7,617,716</b>	

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



DRAFT AGENDA (Current 6/7/18)  
**Regular Meeting**  
**Board of Directors**  
**Monterey Peninsula Water Management District**

\*\*\*\*\*

**Monday, June 18, 2018, 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, June 15, 2018

The meeting will be televised on Comcast Channels 25 & 28. Refer to broadcast schedule on page 3.

**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. The Consider Calendar items do not constitute a project as defined by CEQA Guidelines section 15378, unless otherwise noted.

1. Consider Adoption of Minutes of the May 21, 2018 Regular Board Meetings
2. Consider Adoption of Resolution 2018-11 to Provide Further Direction to Monterey County Elections Department Related to the Public Water Now Initiative

**Board of Directors**

Andrew Clarke, Chair – Division 2  
 Ralph Rubio, Vice Chair - Mayoral Representative  
 Brenda Lewis – Division 1  
 Molly Evans – Division 3  
 Jeanne Byrne – Division 4  
 Robert S. Brower, Sr. – Division 5  
 Mary Adams, 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 \_\_\_\_\_. Staff reports regarding these agenda items will be available for public review on \_\_\_\_\_, at the District office and at the Carmel, Carmel Valley, Monterey, Pacific Grove and Seaside libraries. After staff reports have been distributed, if additional documents are produced by the District and provided to a majority of the Board regarding any item on the agenda, they will be available at the District office during normal business hours, and posted on the District website at [www.mpwmd.net/who-we-are/board-of-directors/bod-meeting-agendas-calendar/](http://www.mpwmd.net/who-we-are/board-of-directors/bod-meeting-agendas-calendar/). Documents distributed at the meeting will be made available in the same manner. The next regular meeting of the Board of Directors is scheduled for July 16, 2018 at 7 pm.

3. Consider Approval of Service Agreement for the Provision of Election Services with Monterey County Registrar of Voters for November 6, 2018 General Election
4. Consider Authorizing the General Manager to Increase the Level of Indemnification in a Right-of-Entry and Project Permission Agreement with Quail Lodge, Inc. for the Carmel River Bank Stabilization Project at Rancho San Carlos Road
5. Approve Approval of Expenditure for Phone System and Server Network Upgrade
6. Consider Approval of Amendment No. 2 to Agreement with Regional Government Services Authority for Management and Administrative Services
7. Consider Expenditure for Temporary Agency Employee to Assist with Electronic Document Storage During FY 2018-2019
8. Consider Approval of Agreement with Lynx Technologies for Geographic Information System (GIS) Services
9. Authorize Funds to Contract for Limited-Term Field Positions during FY 2018-2019
10. Consider Approval of Three Temporary Field Staff Positions Funded Through the Interagency Contract between MPWMD and NMFS to Provide for a Cooperative Research and Monitoring Projects
11. Consider Approval to Purchase Expendable PIT Tags and Tagging Supplies for Calendar Year 2018
12. Consider Renewal of Standard License Agreement With CoreLogic Information Solutions, Inc.
13. Approve Expenditure to Corporation Service Company - Recording Fees
14. Authorize Expenditure for Software Maintenance Agreements for FY 2018-2019
15. Consider Expenditure for Water Conservation Messaging Materials
16. Consider Funding Rebates in the California American Water System Between July 1, 2018 and the Availability of Funding from the Cal-Am General Rate Case
17. Consider Continuance of Contract with Zone 24x7 for Water Demand Database Improvements and Maintenance
18. Consider Amendment to Contract with Pueblo Water Resources to Provide Hydrogeologic Review for Water Distribution System Permits
19. Consider Renewal of Contract with JEA & Associates for Legislative and Administrative Services
20. Consider Renewal of Contract with Ferguson Group for Legislative and Administrative Services
21. Consider Funding an Addendum to the MPWMD Aquifer Storage and Recovery Project Environmental Impact Report/Environmental Assessment
22. Consider Funding a Storm Water Pollution Prevention Plan Development and Monitoring Services for ASR Expansion Project
23. Consider Renewal of Contract for District Public Outreach and Communications Services with TBC Communications and Media
24. Consider Authorization to Provide Funds to Monterey One Water for the Pure Water Monterey Project
25. Consider Adoption of Resolution 2018-12 Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-Related Fees and Charges
26. Consider Adoption of Resolution 2018-13 Establishing Article XIII(B) Fiscal Year 2017-18 Appropriations Limit
27. Consider Adoption of Resolution 2018-14 Update to Rule 24, Table 3, Capacity Fee History
28. Consider Adoption of Treasurer's Report for April 2018

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

29. Status Report on California American Water Compliance with State Water Resources Control Board Order 2016-0016 and Seaside Groundwater Basin Adjudication Decision
30. Update on Development of Water Supply Projects

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

31. 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.

**32. Consider Adoption of July through September 2018 Quarterly Water Supply Strategy and Budget**

Notice of Exemption, CEQA, Article 19, Section 15301 (Class 1)

*Action: The Board will consider approval of a proposed production strategy for the California American Water Distribution Systems for the three-month period of July through September 2018. The strategy sets monthly goals for surface and groundwater production from various sources within the California American Water systems.*

**33. Consider Adoption of Proposed FY 2018-19 MPWMD Budget and Resolution 2018-10**

Not a project – CEQA Section 15378

*Action: The Board will consider adoption of the Fiscal Year 2018-19 MPWMD Budget and the corresponding resolution that would confirm their action.*

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

**34. Adopt Plan for Submission and Review of Arguments for or Against the Monterey Peninsula Water System Local Ownership and Cost Saving Initiative**

Not a project – CEQA Section 15378

*Action: The Board will consider establishment of a schedule for submission and review of arguments before transmitting them to the Elections Department for publication.*

**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.

- 35. Letters Received
- 36. Committee Reports
- 37. Monthly Allocation Report
- 38. Water Conservation Program Report
- 39. Carmel River Fishery Report
- 40. Monthly Water Supply and California American Water Production Report

**ADJOURNMENT**

Board Meeting Broadcast Schedule – Comcast Channels 25 & 28	
View Live Webcast at <a href="http://Ampmedia.org">Ampmedia.org</a>	
Ch. 25, Mondays, 7 PM	Monterey, Del Rey Oaks, Pacific Grove, Sand City, Seaside
Ch. 25, Mondays, 7 PM	Carmel, Carmel Valley, Del Rey Oaks, Monterey, Pacific Grove, Pebble Beach, 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, July 16, 2018	Regular Board Meeting	7:00 pm	District conference room
Monday, August 20, 2018	Regular Board Meeting	7:00 pm	District conference room
Monday, September 17, 2018	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, June 14, 2018. 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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