

This meeting has been noticed according to the Brown Act rules. This agenda was posted on Thursday, June 6, 2019.



**Administrative Committee**

**Members:**

George Riley, Chair  
Molly Evans  
Gary Hoffmann

**Alternate:**

Dave Potter

**Staff Contact:**

Suresh Prasad

AGENDA  
Administrative Committee  
of the Monterey Peninsula Water Management District

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**Monday, June 10, 2019, 4:00 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 17, 2019**

1. Consider Adoption of Minutes of May 20, 2019 Committee Meeting
2. Consider Approval of Amendment No. 3 to Agreement with Regional Government Services Authority for Management and Administrative Services
3. Consider Expenditure for Temporary Agency Employee to Assist with Document Scanning for All District Divisions During FY 2019-2020
4. Consider Approval of Agreement with Lynx Technologies for Geographic Information System (GIS) Services
5. Consider Expenditure of Funds With CoreLogic Information Solutions, Inc.
6. Authorize Funds to Contract for Limited-Term Field Positions during FY 2019-2020
7. Consider Approval of Six Temporary Field Staff Positions Funded through an Interagency Contract between MPWMD and NMFS to Provide for Legally Mandated Cooperative Research and Monitoring Projects in FY 2019-2020
8. Consider Converting the Hydrogeologist Position to Water Resources Manager Position
9. Consider Converting the Riparian Projects Coordinator Position to Environmental Resources Manager Position
10. Approve Expenditure to Corporation Service Company - Recording Fees
11. Authorize Expenditure for Software Maintenance Agreements
12. Consider Expenditure to Amend Contract with Pueblo Water Resources to Provide Hydrogeologic Review for Water Distribution System Permits

*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 Contract for District Public Outreach and Communications Services with Thomas Brand Consulting For Fiscal Year 2019-2020
14. Consider Renewal of Contract with JEA & Associates for Legislative and Administrative Services
15. Consider Renewal of Contract with the Ferguson Group for Legislative and Administrative Services
16. Consider Approval of Additional Expenditure to HDR Engineering, Inc. for the Los Padres Dam Fish Passage Study
17. Consider Adoption of Resolution 2019-05 Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-Related Fees and Charges
18. Consider Adoption of Resolution 2019-07 Establishing Article XIII(B) Fiscal Year 2019-2020 Appropriations Limit
19. Consider Adoption of Resolution 2019-08 Update to Rule 24, Table 3, Capacity Fee History
20. Consider Adoption of Treasurer's Report for April 2019
21. Report on Activity/Progress on Contracts Over \$25,000
22. Status Report on Measure J/Rule 19.8 Spending

**Other Items**

23. Review Draft May 20, 2019 Regular 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 7. 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.

**ADMINISTRATIVE COMMITTEE****1. ADOPT MINUTES OF MAY 20, 2019 COMMITTEE MEETING****Meeting Date: June 17, 2019****From: David J. Stoldt,  
General Manager****Prepared By: Sara Reyes**

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**SUMMARY:** Draft minutes of the May 20, 2019 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 20, 2019 Committee Meeting**





**EXHIBIT 1-A**

DRAFT MINUTES

**Monterey Peninsula Water Management District  
Administrative Committee  
May 13, 2019**

**Call to Order**

The meeting was called to order at 4:00 PM in the District Conference Room.

Committee members present: George Riley – Chair  
Molly Evans  
Gary Hoffmann

Staff present: David J. Stoldt, General Manager  
Suresh Prasad, Administrative Services Manager/Chief Financial Officer  
Larry Hampson, Water Resources & Engineering Manager/District Engineer  
Stephanie Locke, Water Demand Manger  
Sara Reyes, Sr. Office Specialist

**Oral Communications**

None

**Items on Board Agenda for May 13, 2019**

1. **Consider Adoption of Minutes of March 11, 2019 Committee Meeting**  
On a motion by Evans and second by Hoffmann, the minutes of the March 11, 2019 meeting were approved on a vote of 3 – 0 by Evans, Hoffmann and Riley.
2. **Consider Lawn Removal Rebate Request from Monterey Peninsula Unified School District for the International School of Monterey**  
On a motion by Evans and second by Riley, the committee recommended the Board grant the requested lawn removal rebate for the Monterey Peninsula Unified School District. The motion was approved on a vote of 2 – 1 by Evans and Riley. Director Hoffmann voted against the motion.
3. **Consider Expenditure of Budgeted Funds for Water Conservation Equipment and Conservation Signage**  
On a motion by Hoffmann and second by Evans, the committee voted to recommend the Board approve the purchase of \$10,600 of conservation products to renew the District's stock of water conservation equipment. The motion was approved on a voted of 3 – 0 by Hoffmann, Evans and Riley.
4. **Consider Approval of Purchase of Three Cellular Modems for the District's California Irrigation Management Information System (CIMIS) Stations**  
On a motion by Hoffmann and second by Evans, the committee recommended the Board approve an expenditure to replace three CIMIS controllers for a not-to-exceed amount of \$2,450. The motion was approved on a vote of 3 – 0 by Hoffmann, Evans and Riley.

**5. Consider Funding Recycled Water Storage Tank Rehabilitation for Reclamation Project**

On a motion by Evans and second by Riley, the committee recommended the Board approve a two-year funding agreement with the Reclamation Project subject to the terms contained in the Funding Agreement. The motion was approved on a vote of 2 – 1 by Evans and Riley. Director Hoffmann voted against the motion.

**6. Consider Adoption of Resolution No. 2019-05 Authorizing an Exception to the CalPers 180-Day Wait Period for Hiring a Retiree**

On a motion by Evans and second by Hoffmann, the committee recommended the Board adopt Resolution 2019-05, authorizing an exception to the CalPERS 180-day wait period to hire Larry Hampson as a part-time, limited-term employee. The motion was approved on a vote of 3 – 0 by Evans, Hoffmann and Riley.

**7. Consider Authorization of Additional Contingency Funds for Construction and Related Services for the Sleepy Hollow Steelhead Rearing Facility Raw Water Intake and Water Supply System Upgrade Project**

On a motion by Riley and second by Evans, the committee recommended the Board authorize the General Manager to approve an additional \$100,000 in change orders to the construction and service contracts or for new service contracts for the Project to allow for unforeseen items up to a total of \$257,165. The motion was approved on a vote of 3 – 0 by Riley, Evans and Hoffmann.

**8. Consider Extension of Local Water Project Grant for City of Seaside Laguna Grande Non-Potable Water Project**

On a motion by Evans and second by Hoffmann, the committee recommended the Board approve a one-year extension of the Local Water Project Grant for the City of Seaside to June 30, 2021. The motion was approved on a vote of 3 – 0 by Evans, Hoffmann and Riley.

**9. Declaration of Surplus Assets**

On a motion by Hoffmann and second by Riley, the committee recommended the Board declare the items listed as surplus assets to be disposed at the Monterey Regional Waste Management District. The motion was approved on a vote of 3 – 0 by Hoffmann, Riley and Evans.

**10. Consider Adoption of Treasurer’s Report for March 2019**

On a motion by Hoffmann and second by Riley, the committee recommended the Board adopt the March 2019 Treasurer’s Report and financial statements, and ratification of the disbursements made during the month. The motion was approved on a vote of 3 – 0 by Hoffmann, Riley and Evans.

**11. Receive and File Third Quarter Financial Activity Report for Fiscal Year 2018-2019**

On a motion by Evans and second by Hoffmann, the committee recommended the Board receive and file the Third Quarter Financial Activity Report for Fiscal Year 2018-2019. The motion was approved on a vote of 3 – 0 by Evans, Hoffmann and Riley.

**12. Consider Approval of Third Quarter Fiscal Year 2018-2019 Investment Report**

On a motion by Evans and second by Hoffmann, the committee recommended the Board approve the Third Quarter Fiscal Year 2018-2019 Investment Report. The motion was approved on a vote of 3 – 0 by Evans, Hoffmann and Riley.

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

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

**14. Status Report on Measure J/Rule 19.8 Spending**

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

**15. Review Third Quarter Legal Services Activity Report for Fiscal Year 2018-2019**

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

**16. Review Draft May 20, 2019 Regular Board Meeting Agenda**

General Manager Stoldt commented that an additional Action Item may be added to the May 20<sup>th</sup> agenda. The committee reviewed the draft agenda and made no changes.

**Adjournment**

The meeting was adjourned at 6:21 PM.

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## ADMINISTRATIVE COMMITTEE

### 2. CONSIDER APPROVAL OF AMENDMENT NO. 3 TO AGREEMENT WITH REGIONAL GOVERNMENT SERVICES AUTHORITY FOR MANAGEMENT AND ADMINISTRATIVE SERVICES

<b>Meeting Date:</b>	<b>June 10, 2019</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 10, 2019 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 retirement of the 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.

On June 30, 2018, the District entered in to Amendment No. 2 RGS. The Agreement was for a period of twelve months that will end on June 30, 2019.

Based on current experience for the two and a half years, staff recommends extending the services of RGS for another 12 months for a not-to-exceed amount of \$70,000. This amendment will be from July 1, 2019 to June 30, 2020, attached as **Exhibit 2-A**.

**RECOMMENDATION:** District staff recommends authorizing the General Manager or the Administrative Services Manager/CFO to sign Amendment No. 3 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 2019-2020 budget by the Board.

**BACKGROUND:** 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. Activities include researching and recommending best practices on policies, procedures, personnel transactions; coaching and training managers on sensitive performance issues; providing training on team building and conflict resolution; developing, monitoring, and managing leave of absence; conducting non-executive recruitments; and assisting in preparation of labor negotiations.

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, 2019. 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 Human Resources Management services.

## **EXHIBIT**

### **2-A** Amendment No. 3 to Agreement for Management and Administrative Services



**REGIONAL  
GOVERNMENT  
SERVICES**

SERVING PUBLIC AGENCIES SINCE 2002

**AMENDMENT NO. 3 TO MANAGEMENT AND ADMINISTRATIVE  
SERVICES AGREEMENT**

This third amendment to the Management and Administrative Services Agreement between the **MONTEREY PENINSULA WATER MANAGEMENT DISTRICT** (“Agency”) and Regional Government Services Authority, hereinafter called “RGS” is made and entered into this 20<sup>th</sup> day of May 2019.

**RECITALS**

The Agency and RGS entered into an Agreement for services dated December 20, 2016. This 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 full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Additional 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

RGS

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

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

*RGS provides quality, innovative, cost-effective services exclusively to public agencies.*  
Main 650.587.7300 Fax 650.587.7311 P.O. Box 1350 Carmel Valley, CA 93924

[www.rgs.ca.gov](http://www.rgs.ca.gov)

Monterey Peninsula Water Management District  
Amendment #3 – May 20, 2019

**EXHIBIT A**

The extension of the current services will be effective starting July 1, 2019, and this agreement is anticipated to remain in force through June 30, 2020, unless extended by mutual consent of both parties.

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

**RGS STAFF — 2019/20 Rate Table**

<b>CLASSIFICATION</b>	<b>HOURLY RATE*</b>
Sr. Organizational Development Advisor	\$158
Sr. Human Resources Advisor	\$136
Human Resources Advisor	\$113
Technical Specialist	\$86

\*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, 2019 – June 30, 2020 is estimated to not exceed seventy thousand dollars (\$70,000).

## ADMINISTRATIVE COMMITTEE

### 3. CONSIDER EXPENDITURE FOR TEMPORARY AGENCY EMPLOYEE TO ASSIST WITH DOCUMENT SCANNING FOR ALL DISTRICT DIVISIONS DURING FY 2019-2020

<b>Meeting Date:</b>	<b>June 10, 2019</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>\$50,000</b>

**General Counsel Approval:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 10, 2019 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 by a local staffing agency.

**RECOMMENDATION:** Authorize the expenditure of funds for a local staffing agency to provide an individual, or successive individuals if necessary, for twelve months to perform scanning projects for the District. Approval of this item will be contingent upon final adoption of the FY 2019-2020 budget.

**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 allow 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

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

<b>Meeting Date:</b>	<b>June 10, 2019</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 10, 2019 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 ended on June 30, 2018.

One June 18, 2018, the Board authorized to extend the contract for GIS Professional Services for another 12 months. The current Agreement will end on June 30, 2019.

A revised scope of services for GIS Professional Services has been prepared by Lynx Technologies for the Boards review. If approved, this Agreement will extend for another 12 months with effect from from July 1, 2019 to June 30, 2020.

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 2019-2020 budget by the Board.

**BACKGROUND:** 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, 2019 to June 30, 2020. 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 4-A**).

## **EXHIBIT**

### **4-A GIS Professional Services Scope of Services**

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May 23, 2019

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:

- Create ESRI Organizational for ArcGIS Online. Work with staff to develop maps and apps for field data collection and monitoring and other public portal / outreach programs
- Continue to develop internal Geocortex site. Set up workflow so that permitting staff can enter an address or APN and determine if the site is in the district boundary or not.
- Ongoing 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

### 5. CONSIDER EXPENDITURE OF FUNDS WITH CORELOGIC INFORMATION SOLUTIONS, INC.

<b>Meeting Date:</b>	<b>June 10, 2019</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 10, 2019 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 2019-2020 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 2019-2020 to obtain CoreLogic's RealQuest Professional.

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

### EXHIBIT

None



## ADMINISTRATIVE COMMITTEE

### 6. AUTHORIZE FUNDS TO CONTRACT FOR LIMITED-TERM FIELD POSITIONS DURING FY 2019-2010

<b>Meeting Date:</b>	<b>June 10, 2019</b>	<b>Budgeted:</b>	<b>Yes</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>Aquatic Resources Fisheries 2-3-1 J, 2-3-2 B, C, F; 2-3-4 E, F</b>
<b>Prepared By:</b>	<b>Suresh Prasad</b>	<b>Cost Estimate:</b>	<b>Up to \$99,320</b>

**General Counsel Approval:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 10, 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 up to a total of 1,000 hours per year. Funding for these positions is included in the proposed 2019-2020 Fiscal Year (FY) budget.

Authorization is requested to hire several part-time limited-term *Water Resources Assistants* for a total of 2,293 hours. The hours will be used for summer-fall juvenile fish rescues, fall population sampling, Sleepy Hollow Steelhead Rearing Facility operations and weekend coverage, spring smolt rescues [if needed in 2020], and winter adult steelhead weir operations [new additional work]. These positions are essential to staff crews led by permanent staff, as well as to prevent the accrual of excessive compensatory time and overtime for higher level regular full-time positions. The Water Resources Assistants would be paid \$15.75 to \$16.00 per hour and cost up to \$36,120.

Authorization is also requested to hire several part-time limited-term *Fisheries Aides* for up to a total of 3,763 hours of work during FY 2019-2020. 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 fall population sampling, spring smolt rescues [if needed in 2020], and winter adult steelhead weir operations [new additional work]. The Fisheries Aides would be paid \$14.75 to \$15.00 per hour and cost up to \$55,500.

Lastly, authorization is requested to hire a weekend *Fish Rescue Crew Leader* for up to a total of 64 -128 hours, which is necessary in dryer Water Year Types when the river dries back fast enough

to require rescues to occur up to seven days a week. This biologist must be deemed qualified to lead a crew handling steelhead and avoiding contact with and take of red-legged frogs by three agencies; the California Department of Fish and Wildlife, the National Marine Fisheries Service, and the United States Fish and Wildlife Service. Currently the three Fisheries Program staff are the only such qualified personnel in the county, and the Fish Rescue Crew Leader will need to be contracted from a consulting firm in Santa Cruz or the Bay-Area. We are budgeting up to \$7,700 for this position if needed, with the hourly rate to be determined after receiving bids from qualified consulting firms.

**RECOMMENDATION:** Authorize the expenditure of funds to hire several limited-term Water Resources Assistants for up to a total of 2,293 hours of work; several Fisheries Aides for up to 3,763 hours of work; and one Fish Rescue Crew Leader for up to a total of 128 hours of work, between July 1, 2019 and June 30, 2020. The approval of this item is contingent upon the adoption of FY 2019-2020 budget by the Board.

**IMPACTS TO STAFF/RESOURCES:** The total cost of the limited-term contracts described above would not exceed \$99,320, \$19,200 of which won't be utilized unless it is a Dry or Critically Dry Water Year Type [~25% probability], and \$7,700 won't be utilized unless there is a rapid dry back of the lower river requiring weekend fish rescues. 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 2019-2010 budget includes \$99,320 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 populations and 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 compromised. 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

### 7. CONSIDER APPROVAL OF SIX TEMPORARY FIELD STAFF POSITIONS FUNDED THROUGH AN INTERAGENCY CONTRACT BETWEEN MPWMD AND NMFS TO PROVIDE FOR LEGALLY MANDATED COOPERATIVE RESEARCH AND MONITORING PROJECTS IN FY 2019-2020

<b>Meeting Date:</b>	<b>June 10, 2019</b>	<b>Budgeted:</b>	<b>No</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>2-3-1 K, 2-3-1 L</b>
<b>Prepared By:</b>	<b>Suresh Prasad</b>	<b>Cost Estimate:</b>	<b>Up to \$55,500 (reimbursable)</b>

**General Counsel Approval:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 10, 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. In 2018, the District entered into a second interagency contract with NOAA's NMFS-SWFSC for the purposes of conducting juvenile steelhead studies at Los Padres Reservoir (LPR). As part of each of these separate the three-year contracts, for fiscal year 2019-2020, MPWMD will provide local employees to support up to two sets of 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, or the four months of April through May, for a total of 3,600 combined hours.

The contracts are limited to a combined \$55,500 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, and it supports initiation of monitoring studies at LPR. 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 2021. It is also provides data required by NMFS as part of the long term Los Padres Dam/Reservoir evaluations being conducted by the District and funded by Cal-Am.

Authorization is requested to hire a combination of limited-term Water Resources Assistants, Fisheries Aides, Fish Rescue Crew Leader, Fisheries Technician, or 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, or having NMFS/Cal-Am contract for more expensive part-time employees from the U.C. Santa Cruz Foundation that they require be based in Santa Cruz and then waste 3+ hours per day in round trip commuting.

**RECOMMENDATION:** Staff recommends approving up to six temporary field staff positions for cooperative research and monitoring projects with the NOAA/NMFS for fiscal year 2019-2020. This is a fully reimbursed project so the impact to the District will be zero. This project is part of the FY 2019-2020 Budget.

**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

## ADMINISTRATIVE COMMITTEE

### 8. CONSIDER CONVERTING THE HYDROGEOLOGIST POSITION TO WATER RESOURCES MANAGER POSITION

<b>Meeting Date:</b>	<b>June 10, 2019</b>	<b>Budgeted:</b>	<b>Yes</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>Salary &amp; Benefits</b>
<b>Prepared By:</b>	<b>Suresh Prasad</b>	<b>Cost Estimate:</b>	<b>\$21,000</b>

**General Counsel Approval:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 10, 2019 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 Planning & Engineering Manager/District Engineer, Larry Hampson, recently retired after 28 years of service. This position oversaw the Water Resources and Engineering Division. Rather than filling the vacant Planning & Engineering Manager/District Engineer position, the General Manager proposes to convert the Senior Hydrogeologist position to Water Resources Manager position to manage the staff and functions of the Water Resources Division. The staff member currently in the Senior Hydrogeologist position will assume additional higher level management duties associated with directing, managing, and supervising the programs and activities of the Water Resources Division. This position will report directly to the General Manager.

Additionally, a Senior Water Resource Engineer position is added, but will remain open until personnel utilization can be reviewed. In the future, that position may be filled internally and the Water Resources Engineer filled with a junior-level person, or if desirable to hire more senior-level capabilities, the position filled from outside. As of the start of the fiscal year, the position is expected to remain open at least six months, especially as Mr. Hampson will remain available on a limited basis.

At this time, it is also an opportunity to act on the General Manager's long-stated goal to restructure the Water Resources and Engineering Division and the Fisheries unit into two distinct divisions: Water Resources Division (WRD) and a new Environmental Resources Division (ERD). The current staff members involved in hydrology, stream gaging activities, well monitoring & reporting, and planning and engineering will compose the new Water Resources Division. Staff members involved in river work, habitat, and fisheries projects will compose the Environmental Resources Division. This structure will better match the District's finance and accounting cost centers: Water Supply, Mitigation, and Water Demand.

A job description for this converted position will be distributed at the Committee meeting.

The position would be placed at Range 53-D on the District's current salary schedule, whereas the previous Planning & Engineering Manager/District Engineer was at Range 55-E.

**RECOMMENDATION:** It is recommended that the Committee recommend that the Board authorize the conversion of the Senior Hydrogeologist position to Water Resources Manager and associated salary range, and to authorize but not fill the position of Senior Water Resources Engineer.

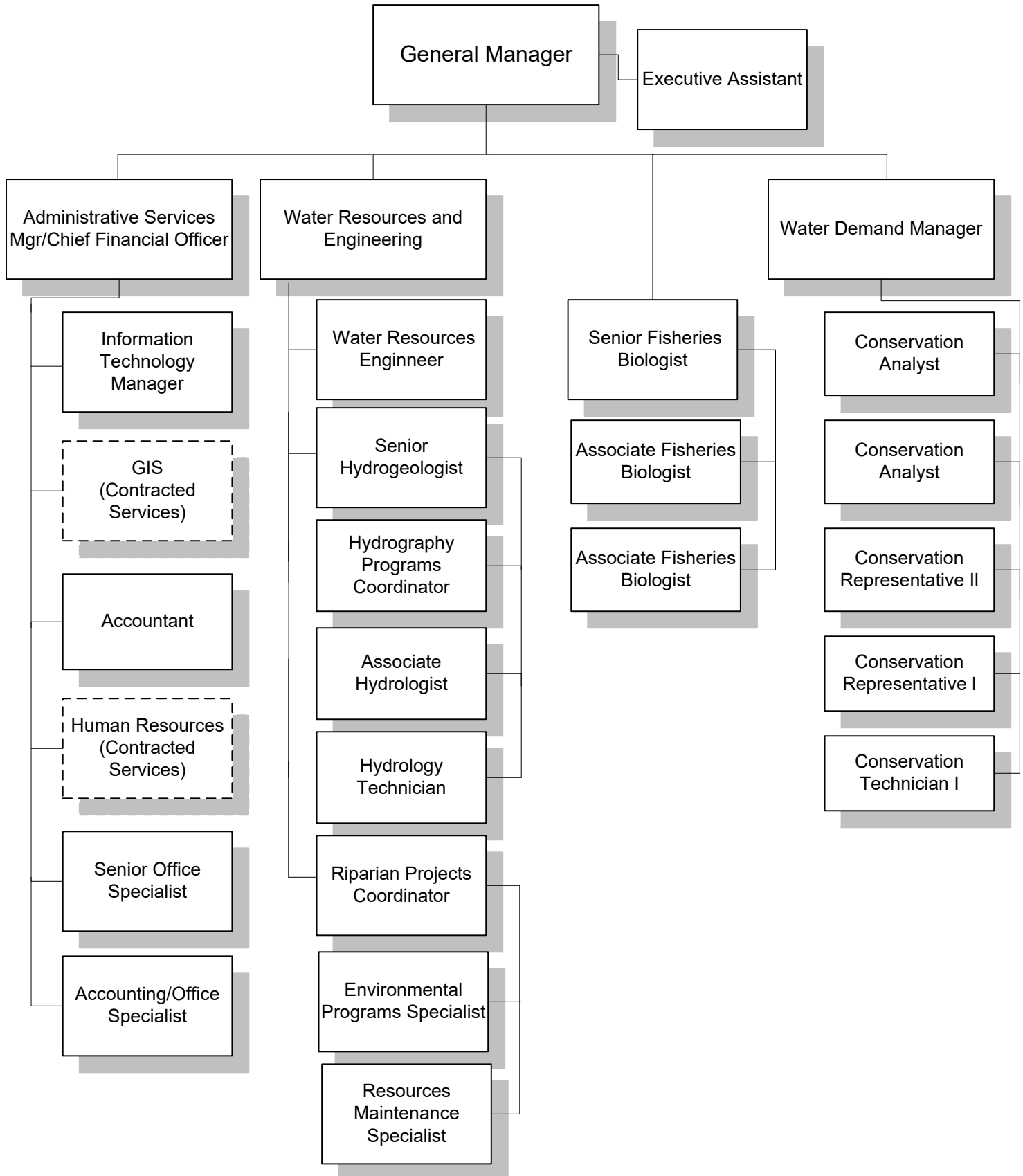
**IMPACTS TO STAFF/RESOURCES:** The cost differential between salary range 49-E (Senior Hydrogeologist) and salary range 53-D (Water Resources Manager) will be \$21,000 in salary and benefits.

## **EXHIBIT**

### **8-A** Current and Proposed Organization Charts

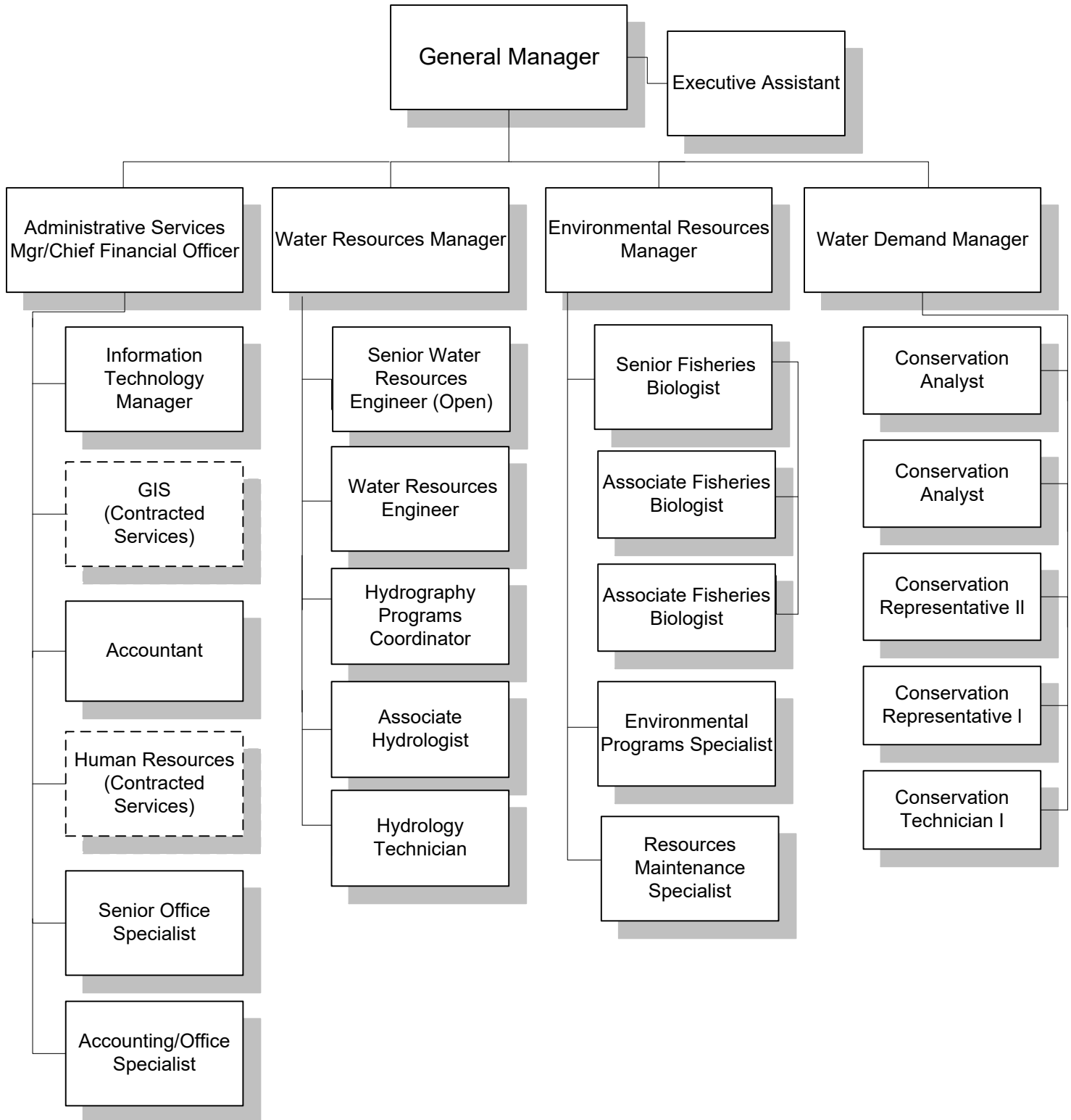


**ORGANIZATION CHART**  
Current (May 30, 2019)





**ORGANIZATION CHART**  
Proposed



## ADMINISTRATIVE COMMITTEE

### 9. CONSIDER CONVERTING THE RIPARIAN PROJECTS COORDINATOR POSITION TO ENVIRONMENTAL RESOURCES MANAGER POSITION

<b>Meeting Date:</b>	<b>June 10, 2019</b>	<b>Budgeted:</b>	<b>Yes</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>Salary &amp; Benefits</b>
<b>Prepared By:</b>	<b>Suresh Prasad</b>	<b>Cost Estimate:</b>	<b>\$22,000</b>

**General Counsel Approval:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 10, 2019 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:** Since the retirement of Joe Oliver in 2016, the District has operated with one less division, certain Water Resources Division functions were combined with Planning and Engineering Division, and the Fisheries unit reported directly to the General Manager. At this time, the General Manager proposes to convert the Riparian Projects Coordinator position to an Environmental Resources Manager position to manage the staff and functions of the Environmental Resources Division. The staff member currently in the Riparian Projects Coordinator position will assume additional higher-level management duties associated with directing, managing, and supervising the programs and activities of the Environmental Resources Division. This position will report directly to the General Manager.

It is also an opportunity to act on the General Manager's long-stated goal to restructure the Water Resources and Engineering Division and the Fisheries unit into two distinct divisions: Water Resources Division (WRD) and a new Environmental Resources Division (ERD). The current staff members involved in hydrology, stream gaging activities, well monitoring & reporting, and planning and engineering will compose the new Water Resources Division. Staff members involved in river work, habitat, and fisheries projects will compose the Environmental Resources Division. This structure will better match the District's finance and accounting cost centers: Water Supply, Mitigation, and Water Demand.

A job description for this converted position will be distributed at the Committee meeting.

The position would be placed at Range 47-D on the District's current salary schedule.

**RECOMMENDATION:** It is recommended that the Committee recommend that the Board authorize the conversion of the Riparian Projects Coordinator position to Environmental Resources Manager position and associated salary range.

**IMPACTS TO STAFF/RESOURCES:** The cost differential between salary range 42-E (Riparian Projects Coordinator) and salary range 47-D (Environmental Resources Manager) will be approximately \$22,000 in salary and benefits.

**EXHIBIT**

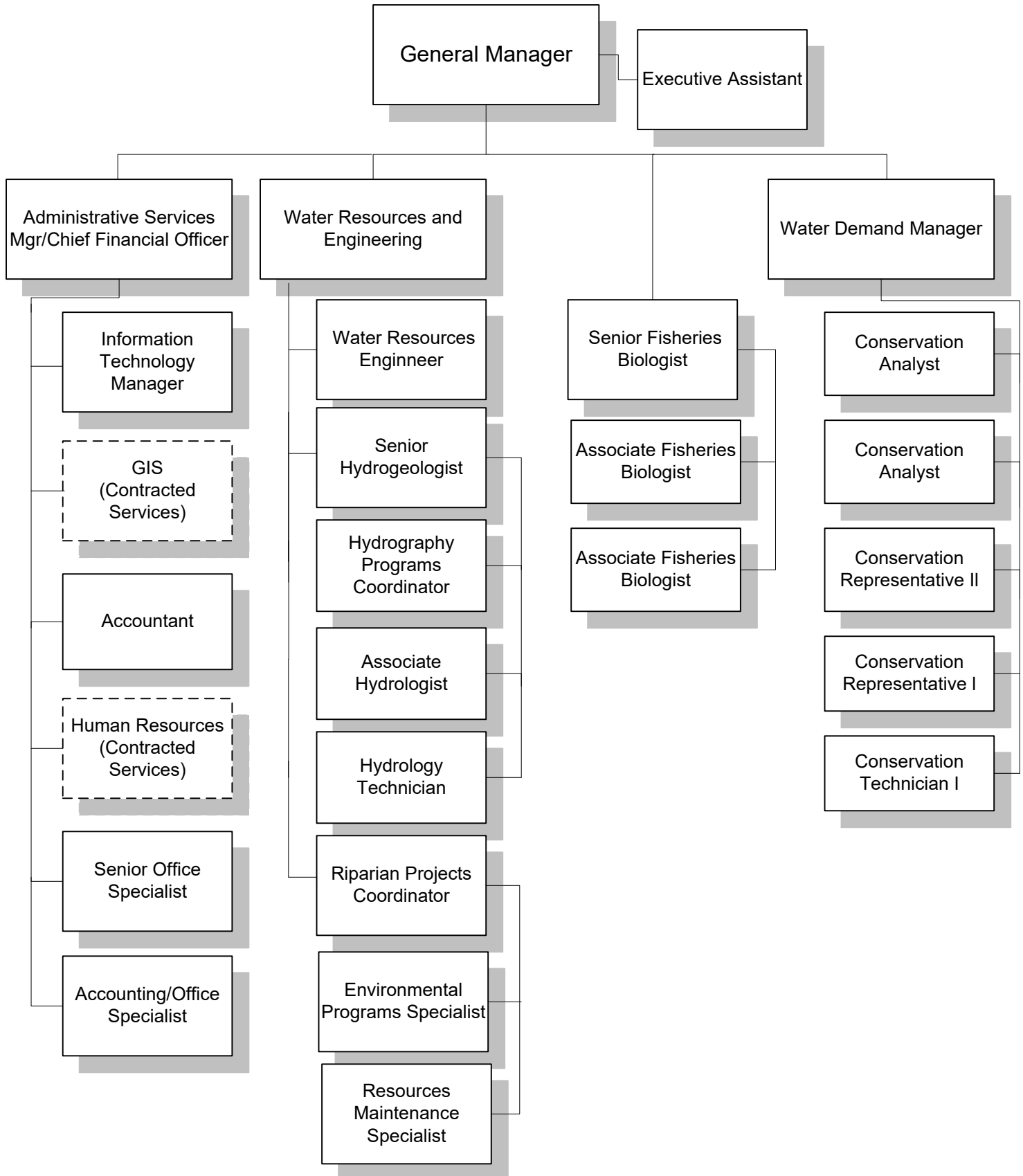
**9-A** Current and Proposed Organization Charts

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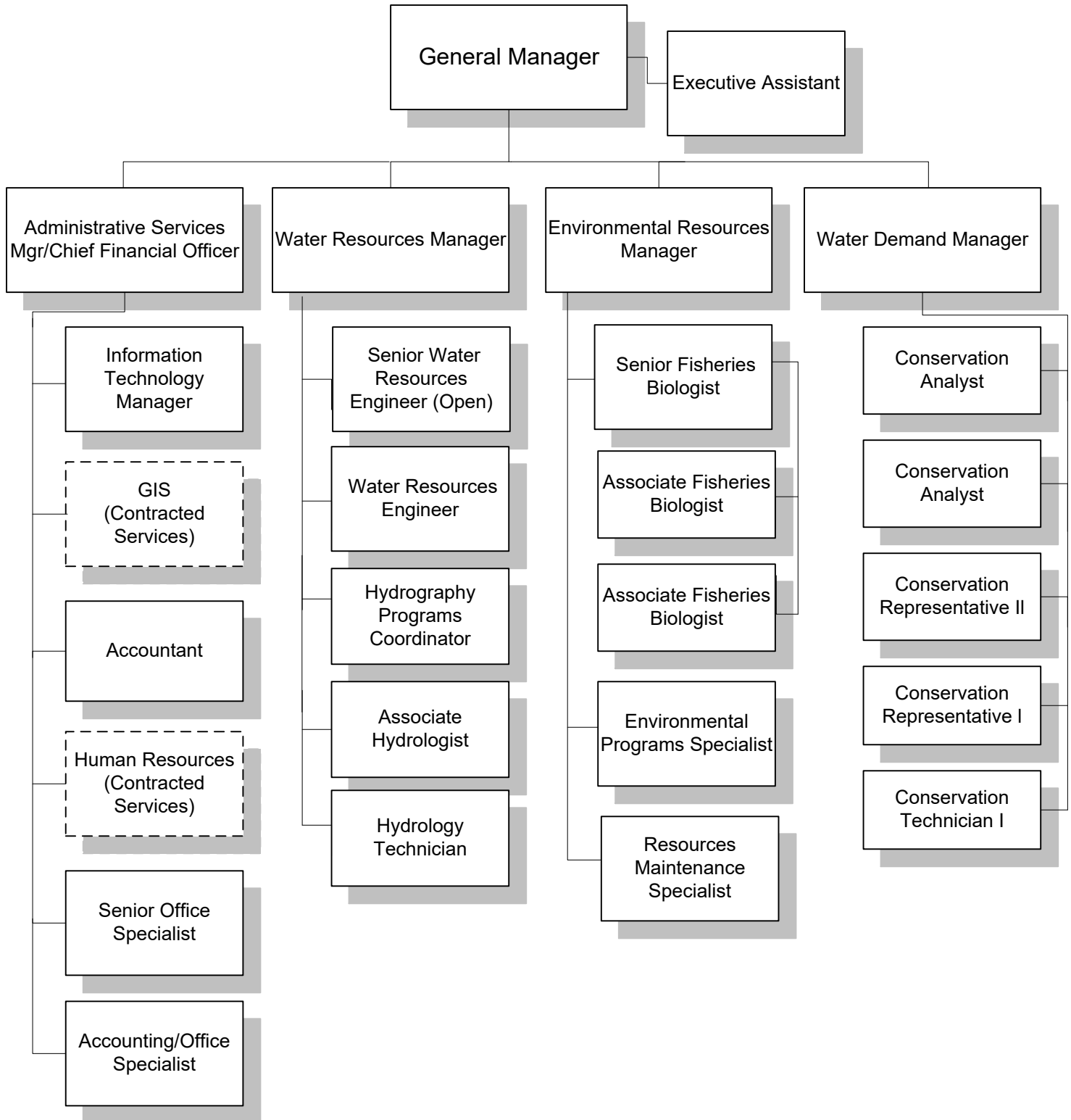


**ORGANIZATION CHART**  
Current (May 30, 2019)





**ORGANIZATION CHART**  
Proposed



## ADMINISTRATIVE COMMITTEE

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

<b>Meeting Date:</b>	<b>June 10, 2019</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>\$15,000 (partially reimbursed)</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 10, 2019 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 \$35. 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 \$15,000 for document recording during Fiscal Year 2019-20.

**RECOMMENDATION:** Staff recommends the Administrative Committee approve the expenditure of up to \$15,000 for recording fees for the Fiscal Year 2019-2020.

**IMPACT TO STAFF/RESOURCES:** Funds for this expenditure are available in the Fiscal Year 2019-2020 budget.

#### EXHIBIT

None





**IMPACT TO STAFF/RESOURCES:** The FY 2019-20 Information Technology budget includes \$114,600 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 IT and Accounting programs require various software applications to allow staff to complete their day-to-day duties and tasks as well as provide real-time financial information of the District.

The water demand services require the use of software to process permit applications, process connection charges, perform inspections and provide other property related reporting to staff and the board.

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

## **EXHIBIT**

None

## ADMINISTRATIVE COMMITTEE

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

<b>Meeting Date:</b>	<b>June 10, 2019</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 Bravo</b>	<b>Cost Estimate:</b>	<b>\$2,000</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 10, 2019 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) 2019-2020 (July 1, 2019 through June 30, 2020) 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 12-A** is the proposed scope of work and cost estimate from Pueblo for FY 2019-2020. The proposed \$2,000 total limit is the same of that budgeted in FY 2018-2019. The hydrogeologic review will be primarily associated with Level 3 WDS Permits under the current 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 2019-2020, which is included as part of the proposed FY 2019-2020 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**

### **12-A Pueblo Water Resources Scope of Work and Fee Schedule for FY 2019-2020**





June 4, 2019  
Project No. 15-0065

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 2019-2020

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 2019-2020 (FY 2019-2020). 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.

Monterey Peninsula Water Management District  
Proposal for Water Distribution System Permitting Support – FY 2019-2020  
June 4, 2019 (Project No. 15-0065)

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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: 2019 Fee Schedule



PUEBLO WATER RESOURCES, INC  
2019 FEE SCHEDULE

**Professional Services**

Principal Professional.....	\$210/hr
Senior Professional.....	\$195/hr
Project Professional.....	\$180/hr
Staff Professional.....	\$150/hr
Technician.....	\$140/hr
Illustrator.....	\$125/hr
Word Processing.....	\$105/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

### 13. CONSIDER CONTRACT FOR DISTRICT PUBLIC OUTREACH AND COMMUNICATIONS SERVICES WITH THOMAS BRAND CONSULTING FOR FISCAL YEAR 2019-2020

<b>Meeting Date:</b>	<b>June 10, 2019</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 10, 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 with a retainer of \$3,400 per month (e.g., up to \$42,000 for FY 19-20). 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 13-A**.

The Public Outreach Plan for Fiscal Year 2019-20 is similar to the previous year with a focus on branding, social media, and promotion of District events and activities. The proposed Outreach Plan is attached to the Scope of Work.

**RECOMMENDATION:** The Administrative Committee should recommend the Board approve a contract with Thomas Brand Consulting for outreach services for Fiscal Year 2019-20. Staff further recommends that the Public Outreach Committee review the need for, and scope of, such activities for FY 2020-2021.

## EXHIBIT

**13-A** Proposed Scope of Work for Public Outreach & Communication Services, FY 2019-2020





**Proposed Scope of Work  
For Public Outreach &  
Communication Services  
FY19-20**

**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 2018, the Monterey Peninsula Water Management District began to be widely regarded as the region's authority on matters of water supply, demand and conservation. This newly gained level of public trust, was a contributing factor to the passage of Measure J. In 2019-20, there will be an ongoing need to continue the promotion of the District's accomplishments and messaging to the public for informative purposes and to help combat any negative messaging that may arise in the process of the measure's completion. This also offers an 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: 18-19\***
- **Specific Initiatives Initiated for FY: 19-20\***
- **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, TBC Communications & Media 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, 2019 through June 30, 2020 totaling \$42,000. All out of scope work unless otherwise agreed upon in writing by both parties shall be billed at \$175 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:**

\_\_\_\_\_  
*David J. Stoldt or Suresh Prasad* \_\_\_\_\_  
*Monterey Peninsula Water Management District* *Date*

\_\_\_\_\_  
*Stephen C. Thomas* \_\_\_\_\_  
*TBC Communications & Media* *Date*  
*MPWMD - Proposed Scope of Work – Public Outreach & Communication*



**Monterey Peninsula Water Management District  
Draft Public Outreach Items and Deliverables  
July 1, 2019 – June 30, 2020**

**Fiscal Year 2019-20**

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

**Current District Initiatives:**

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

**New Initiatives:**

- BOD Public Outreach
- Multi-Family Unit or HEART Program
- Vacation/STR Outreach & Table Tent
- Measure J 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

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

<b>Meeting Date:</b>	<b>June 10, 2019</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>David J. Stoldt</b>	<b>Cost Estimate:</b>	<b>\$35,000</b>

**General Counsel Review: Approved.**

**Committee Recommendation: The Administrative Committee reviewed this item on June 10, 2019 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:** John Arriaga of JEA & Associates has worked with the 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 2019-2020. See the Scope of Services attached as **Exhibit 14-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 2019-2020.

**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 2019-2020 budget under Services and Supplies, Professional Fees.

## EXHIBIT

### 14-A JEA & Associates Scope of Services for FY 2019-2020







# MEMO

**Date:** June 10, 2019

**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, 2019. 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**

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**Date**

## ADMINISTRATIVE COMMITTEE

### 15. CONSIDER RENEWAL OF CONTRACT WITH THE FERGUSON GROUP FOR LEGISLATIVE AND ADMINISTRATIVE SERVICES

<b>Meeting Date:</b>	<b>June 10, 2019</b>	<b>Budgeted:</b>	<b>N/A</b>
<b>From:</b>	<b>David J. Stoldt General Manager</b>	<b>Program/ Line Item No.:</b>	<b>N/A</b>
<b>Prepared By:</b>	<b>David J. Stoldt</b>	<b>Cost Estimate:</b>	<b>\$96,000</b>

**General Counsel Approval:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 10, 2019 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 April 15, 2019 meeting the District Board adopted the 2019-20 Legislative Advocacy Plan to establish District legislative and government affairs priorities for FY 2019-20. The first five items in the Plan are in regard to the District's Federal strategy, and includes a continued relationship with The Ferguson Group (TFG.) TFG has shown a deep understanding of the federal budget, legislative process, funding opportunities, and regulatory setting. TFG has helped the District and Monterey One Water (M1W) advance relationships with both Congress and regulatory departments related to water, including but not limited to BLM, NOAA (NMFS), USBR, USDA, and EPA. In FY 2018-19 the Pure Water Monterey project was notified it will receive a \$4.1 million federal grant, a result of the joint efforts of the District and M1W, assisted by TFG.

The FY 2019-20 scope of work will include, but is not limited to:

- Identifying legislation or proposed regulatory changes that may impact the District.
- Consult with staff to develop positions on relevant legislation.
- Advocate the District's position on bills and matters of interest.
- Represent the District in meetings with staff, directors, or independently with congressional members and staff, administration officials, regulatory agencies.
- Coordinate federal outreach with District's State governmental outreach
- Identify funding opportunities and notify of timing, requirements, and advocate on behalf of District
- Direct contact with associations including ACWA, WateReuse, etc.
- Prepare materials for briefing – talking points, briefing books, letters, as necessary
- Coordinate with other water district lobbyists and organizations
- Maintain close relationships with Monterey legislative delegation
- Organize timely trips as needed, but at least once a year separate from ACWA trip.
- Provide similar services for the District's project partner(s), as needed and at the direction of the District.
- Periodic reporting of activities

**RECOMMENDATION:** It is recommended that the Committee recommend that the Board authorize the General Manager to enter into an agreement with TFG for FY 2019-20. A further recommendation is that the Legislative Advocacy Committee review the need for, and scope of, such activities for FY 2020-21.

**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**

**15-A** Form of Engagement Letter for TFG for FY 2019-2020

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



June 21, 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 Swinn  
CEO

ACKNOWLEDGED AND AGREED TO BY:

THE FERGUSON GROUP, LLC

MONTEREY PENINSULA WATER  
MANAGEMENT DISTRICT

  
\_\_\_\_\_  
W. Roger Gwinn  
CEO  
\_\_\_\_\_  
David J. Stoldt  
General Manager

06/21/2018  
Date

6.22.18  
Date



## ADMINISTRATIVE COMMITTEE

### 16. CONSIDER APPROVAL OF ADDITIONAL EXPENDITURE TO HDR ENGINEERING, INC. FOR THE LOS PADRES DAM FISH PASSAGE STUDY

<b>Meeting Date:</b>	<b>June 10, 2019</b>	<b>Budgeted:</b>	<b>Yes</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>Los Padres Dam Long Term Plan 1-1-2-A</b>
<b>Prepared By:</b>	<b>Larry Hampson</b>	<b>Cost Estimate:</b>	<b>\$10,000</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 10, 2019 and recommended \_\_\_\_\_.

**CEQA Compliance:** Exempt, CEQA Section 15262 (Feasibility and Planning Studies)

**SUMMARY:** On April 18, 2016, the MPWMD Board approved entering into an agreement for services with HDR Engineering, Inc. (HDR) for a Not-to-Exceed amount of \$310,000 to conduct a fish passage study at Los Padres Dam. The cost of the study was reimbursed by Cal-Am as part of the 2015-2017 General Rate Case approved by the California Public Utilities Commission. The original schedule for this project anticipated completion in December 2017. Due to several circumstances occurring outside of the District's and HDR's control during Project implementation, HDR has requested additional schedule, scope, and budget to complete the project successfully. The need for this contract amendment has grown over the past several months due to turnover in the Technical Review Committee (TRC) formed to review the study and requests from the TRC for additional meetings. HDR has also incurred unanticipated project management costs due to the extended length of the project as described in **Exhibit 16-A**.

Approximately \$28,000 remains as a contingency from the April 18, 2016 Board authorization. Staff needs an additional \$10,000 authorized to complete the study. This additional spending is included in the 2019-2020 Budget to be adopted by the Board on June 17, 2019.

**RECOMMENDATION:** Staff is requesting the Board authorize additional spending in the amount of \$10,000 to complete the Los Padres Dam fish passage study.

**DISCUSSION:** HDR has completed about 90% of the work outlined in the original scope of the fish passage study. Because this study has gone on for much longer than anticipated, there has been a 100% turnover of staff assigned to the TRC from the California Department of Fish and Wildlife and the National Marine Fisheries Service (there has been no turnover in staff assigned to this project at Cal-Am and MPWMD). Funds requested by HDR will cover expenses associated with additional meetings with the TRC, additional analysis requested at TRC meetings, and project management costs. A final report is expected to be concluded by December 2019.

## EXHIBIT

### 16-A Request for Contract Amendment (Cover Letter)





May 24, 2019

Larry Hampson  
District Engineer  
Monterey Peninsula Water Management District  
Building G, 5 Harris Court  
Monterey, CA 93940

**RE: Request for Contract Amendment  
Los Padres Dam Fish Passage Study**

Dear Mr. Hampson,

The purpose of this letter is to request approval to amend the current contract executed by and between HDR Engineering, Inc. (HDR) and the Monterey Peninsula Water Management District (District) for the Los Padres Dam Fish Passage Study (Project) dated May 18<sup>th</sup>, 2016, amended via letter on December 19, 2017. Due to a number of circumstances occurring outside of the District's and HDR's control during Project implementation, HDR requests additional schedule, scope, and budget to complete the project successfully. The need for this contract amendment has grown over the past several months based upon the following occurrences:

- Attrition of the Technical Review Committee (TRC) members (retiring of Marcin Whitman and Dave Highland, CDFW) and addition of new members (Rick Wantuck (NMFS), David Crowder (NMFS), and Matt Michie (CDFW)), which necessitated additional time and effort by HDR to familiarize the new members with project background, materials and methods completed to date, and the process moving forward.
- Delayed responses and feedback from the TRC which added approximately eight months to the overall project timeline and required additional facilitation by HDR to encourage engagement and obtain feedback from the TRC.
- Preparation for and facilitation of up to two additional, three-hour webinars not currently within the scope of work. Each webinar included coordination of attendees, agenda development, MS PowerPoint presentation development, and preparation of meeting notes.
- Coordination, preparation for, and facilitation of two additional six-hour face-to-face workshops: one near Oakland, CA and another near Santa Cruz, CA area.
- Attendance at an additional site visit to help familiarize the new members of the TRC with the project location.
- Overall internal project administration activities related to the extended project timeline.

**Scope of Services**

Our proposed additions to the scope of services are provided with this letter as Attachment A. All proposed changes are highlighted using tracked changes for ease of identification and review.

**Schedule**

HDR requests that the project timeline be extended from its current end date to December 31, 2019.

**Budget**

The cost associated with the requested amendment is anticipated to be \$37,856. This cost is applied to the existing project tasks as summarized in Table 1. A detailed summary of costs is provided in Attachment B.

**Table 1. Summary of proposed contract amendment and totals.**

Task No.	Task Description	Original Contract	Proposed Change	Proposed Amended Contract
1	Study Prep	\$48,257	\$0	\$48,257
2	Biological Performance Tool Prep	\$26,574	\$0	\$26,574
3	Identify Fish Passage Concepts	\$34,326	\$0	\$34,326
4	Alternative Development and Refinement	\$78,940	\$0	\$78,940
5	Fish Passage Alternatives Refinement and Determination of Feasibility	\$6,265	\$29,202	\$35,467
6	Reporting and Fish Passage Recommendation	\$41,526	\$4,110	\$45,636
7	Project Management and Quality Assurance/Quality Control (QA/QC)	\$46,144	\$4,544	\$50,688
<b>Totals</b>		<b>\$282,032</b>	<b>\$37,856</b>	<b>\$319,888</b>

Thank you for your continued support and understanding throughout this challenging project. Our goal is to help bring all participants along and facilitate a mutual exchange of information which supports a quality deliverable and meaningful outcome that can be used by the District and California American Water as a basis for future progress at Los Padres Dam. Please contact me anytime should you have any suggested edits or need for additional information.

Kind Regards,  
HDR Engineering, Inc.

  
Holly L.L. Kennedy, PE  
Senior Vice President

  
Michael C. Garelo, PE  
Senior Professional Associate

## ADMINISTRATIVE COMMITTEE

### 17. CONSIDER ADOPTION OF RESOLUTION 2019-05 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 10, 2019</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:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on June 10, 2019 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 2019-05 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 2019-05 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 10, 2019 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**

**17-A** Draft Resolution 2019-05

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**EXHIBIT 17-A****DRAFT RESOLUTION 2019-05**

**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 2019-20;

**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 17<sup>th</sup> day of June 2019 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 17<sup>th</sup> day of June 2019.

Witness my hand and seal of the Board of Directors this \_\_\_\_ day of June 2019.

---

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 2019-20

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

### 18. CONSIDER ADOPTION OF RESOLUTION 2019-07 ESTABLISHING ARTICLE XIII (B) FISCAL YEAR 2019-2020 APPROPRIATIONS LIMIT

<b>Meeting Date:</b>	<b>June 10, 2019</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 10, 2019 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:** Article XIII (B) of the California Constitution requires that an appropriations limit be calculated on an annual basis. Attached as **Exhibit 18-A** is Resolution 2019-07, A Resolution of the Board of Directors of the Monterey Peninsula Water Management District Establishing an Appropriations Limit for Fiscal Year 2019-2020. The resolution establishes an appropriations limit of \$1,802,037 for fiscal year 2019-2020 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 \$2,050,000 in property tax revenues during the fiscal year. After subtracting exempt appropriations of \$3,401,900 from the estimated property tax revenues, the appropriations subject to the limit are \$(1,351,900), 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 2019-07, A Resolution of the Board of Directors of the Monterey Peninsula Water Management District Establishing an Appropriations Limit for Fiscal Year 2019-2020 in the amount of \$1,802,037. The Administrative Committee reviewed this item at its June 10, 2019 meeting and voted \_\_-\_\_ to recommend \_\_\_\_\_.

#### EXHIBIT

**18-A** Draft Resolution 2019-07



**EXHIBIT 18-A****DRAFT RESOLUTION 2019-07**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
MONTEREY PENINSULA WATER MANAGEMENT DISTRICT  
ESTABLISHING AN APPROPRIATIONS LIMIT  
FOR FISCAL YEAR 2019-2020**

**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 2019-2020 appropriations limit for the District is \$1,802,037 based on a 2019-2020 multiplier of 1.0488, as shown on Attachment 1.

On motion of Director \_\_\_\_\_, and second by Director \_\_\_\_\_, the forgoing resolution is duly adopted this 17<sup>th</sup> day of June 2019 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 17<sup>th</sup> day of June 2019.

Witness my hand and seal of the Board of Directors this \_\_\_\_ day of June 2019.

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David J. Stoldt,  
Secretary to the Board



ATTACHMENT 1**PROPERTY TAX APPROPRIATION LIMIT  
2019-2020 BUDGET**

Appropriations Limit for 2018-2019	\$1,718,220	
Multiplier	<u>1.0488</u>	note 1
Appropriations Limit for 2019-2020	\$1,802,037	
Appropriations Subject to Limit:		
Property Tax	\$2,050,000	note 2
Exempt Appropriations	<u>(\$3,401,900)</u>	
Total	<u><u>-\$1,351,900</u></u>	
Appropriations Limit for 2019-2020	<u><u>\$1,802,037</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 2019

Price 1.0385 x Population 1.0099 =	1.0488
Price	1.0385
Population	<u>1.0099</u>
Ratio of change	<u><u>1.0488</u></u>

2. Property tax revenue estimate \$2,050,000





## ADMINISTRATIVE COMMITTEE

### 19. CONSIDER ADOPTION OF RESOLUTION 2019-08 UPDATE TO RULE 24, TABLE 3, CAPACITY FEE HISTORY

<b>Meeting Date:</b>	<b>June 10, 2019</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 Bravo</b>	<b>Cost Estimate:</b>	<b>N/A</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee considered this item on June 10, 2019 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 2019-08 (**Exhibit 19-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 19-B**.

**RECOMMENDATION:** District staff recommends that the Board adopt Resolution 2019-08, 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 18, 2018, by adoption by resolution.

#### EXHIBITS

**19-A** Resolution No. 2019-08

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





**EXHIBIT 19-A**

**RESOLUTION NO. 2019-08**

**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 17<sup>th</sup> day of June, 2019, 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 17<sup>th</sup> day of June, 2019.

Witness my hand and seal of the Board of Directors, this \_\_\_\_ day of June, 2019.

\_\_\_\_\_  
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
2018-19	\$29,329.00
<b>2019-2020</b>	<b>\$30,502.00</b>

**EXHIBIT 19-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
2018-19	\$29,329.00
<b>2019-2020</b>	<b>\$30,502.00</b>



## ADMINISTRATIVE COMMITTEE

### 20. CONSIDER ADOPTION OF TREASURER'S REPORT FOR APRIL 2019

<b>Meeting Date:</b>	<b>June 10, 2019</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 10, 2019 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:** Exhibit 20-A comprises the Treasurer's Report for April 2019. Exhibit 20-B and Exhibit 20-C are listings of check disbursements for the period April 1-30, 2019. Check Nos. 34593 through 34755, the direct deposits of employee's paychecks, payroll tax deposits, and bank charges resulted in total disbursements for the period in the amount of \$1,052,272.40. That amount included \$12,918.99 for conservation rebates. Exhibit 20-D reflects the unaudited version of the financial statements for the month ending April 30, 2019.

**RECOMMENDATION:** District staff recommends adoption of the April 2019 Treasurer's Report and financial statements, and ratification of the disbursements made during the month. The Administrative Committee reviewed this item at its June 10, 2019 meeting and voted \_\_ to \_\_ to recommend \_\_\_\_\_.

#### EXHIBITS

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





**MONTEREY PENINSULA WATER MANAGEMENT DISTRICT  
TREASURER'S REPORT FOR APRIL 2019**

<u>Description</u>	<u>Checking</u>	<u>MPWMD Money Market</u>	<u>L.A.I.F.</u>	<u>Wells Fargo Investments</u>	<u>Multi-Bank Securities</u>	<u>MPWMD Total</u>	<u>PB Reclamation Money Market</u>
Beginning Balance	\$96,451.98	\$854,643.76	\$8,624,025.71	\$1,761,015.90	\$2,259,917.13	\$13,596,054.48	\$583,954.96
Fee Deposits		429,015.47				429,015.47	573,214.66
MoCo Tax & WS Chg Installment Pymt		2,293,993.11				2,293,993.11	
Interest Received		28.73	45,948.02	1,091.70	3,714.10	50,782.55	6.76
Transfer - Money Market/LAIF						0.00	
Transfer - Money Market/Checking	800,000.00	(800,000.00)				0.00	
Transfer - Money Market/Multi-Bank						0.00	
Transfer - Money Market/Wells Fargo						0.00	
Transfer to CAWD						0.00	(530,000.00)
Voided Cks						0.00	
Bank Corrections/Reversals/Errors	75.00					75.00	
Bank Charges/Other	(448.17)					(448.17)	(30.00)
Returned Deposits	-					0.00	
Payroll Tax/Benefit Deposits	(99,402.82)					(99,402.82)	
Payroll Checks/Direct Deposits	(136,500.57)					(136,500.57)	
General Checks	(815,771.18)					(815,771.18)	
Bank Draft Payments	(224.66)					(224.66)	
<b>Ending Balance</b>	<b>(\$155,820.42)</b>	<b>\$2,777,681.07</b>	<b>\$8,669,973.73</b>	<b>\$1,762,107.60</b>	<b>\$2,263,631.23</b>	<b>\$15,317,573.21</b>	<b>\$627,146.38</b>



**Check Report**

By Check Number

Date Range: 04/01/2019 - 04/30/2019



Monterey Peninsula Water Management Dist

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: APBNK -Bank of America Checking</b>						
<b>Payment Type: Regular</b>						
00249	A.G. Davi, LTD	04/05/2019	Regular	0.00	395.00	34593
00253	AT&T	04/05/2019	Regular	0.00	4,022.17	34594
00253	AT&T	04/05/2019	Regular	0.00	233.37	34595
00236	AT&T Long Distance	04/05/2019	Regular	0.00	783.15	34596
04042	Cabelas Government Outfitters	04/05/2019	Regular	0.00	294.34	34597
00252	Cal-Am Water	04/05/2019	Regular	0.00	118.78	34598
01001	CDW Government	04/05/2019	Regular	0.00	205.80	34599
00028	Colantuono, Highsmith, & Whatley, PC	04/05/2019	Regular	0.00	11,232.50	34600
00225	Escalon Services c/o Palace Business Solutions	04/05/2019	Regular	0.00	506.49	34601
00083	Hayashi & Wayland Accountancy Corp.	04/05/2019	Regular	0.00	5,000.00	34602
00986	Henrietta Stern	04/05/2019	Regular	0.00	1,218.97	34603
00277	Home Depot Credit Services	04/05/2019	Regular	0.00	228.06	34604
17969	Jordan C. Besson	04/05/2019	Regular	0.00	162.40	34605
05371	June Silva	04/05/2019	Regular	0.00	463.30	34606
00280	Kevan Urquhart	04/05/2019	Regular	0.00	194.39	34607
00259	Marina Coast Water District	04/05/2019	Regular	0.00	107.22	34608
00259	Marina Coast Water District	04/05/2019	Regular	0.00	173.52	34609
00118	Monterey Bay Carpet & Janitorial Svc	04/05/2019	Regular	0.00	1,000.00	34610
08700	Monterey Regional Waste Management District	04/05/2019	Regular	0.00	20.00	34611
13396	Navia Benefit Solutions, Inc.	04/05/2019	Regular	0.00	70.00	34612
00257	Pacific Grove Chamber of Commerce	04/05/2019	Regular	0.00	590.00	34613
00154	Peninsula Messenger Service	04/05/2019	Regular	0.00	396.00	34614
00755	Peninsula Welding Supply, Inc.	04/05/2019	Regular	0.00	64.95	34615
00282	PG&E	04/05/2019	Regular	0.00	1,821.36	34616
00282	PG&E	04/05/2019	Regular	0.00	296.20	34617
00262	Pure H2O	04/05/2019	Regular	0.00	65.24	34618
01020	Sara Reyes - Petty Cash Custodian	04/05/2019	Regular	0.00	241.00	34619
00990	Smith-Root, Inc.	04/05/2019	Regular	0.00	198.06	34620
03979	Special Districts Association of Monterey County	04/05/2019	Regular	0.00	62.00	34621
18129	Sunset Cultural Center	04/05/2019	Regular	0.00	750.00	34622
00207	Universal Staffing Inc.	04/05/2019	Regular	0.00	1,727.16	34623
00271	UPEC, Local 792	04/05/2019	Regular	0.00	1,140.00	34624
04348	Water Education Foundation	04/05/2019	Regular	0.00	750.00	34625
13080	West Marine Products	04/05/2019	Regular	0.00	500.21	34626
18163	Wex Bank	04/05/2019	Regular	0.00	120.62	34627
06009	yourservicesolution.com	04/05/2019	Regular	0.00	352.00	34628
04732	AM Conservation Group, Inc.	04/12/2019	Regular	0.00	12,088.18	34635
00252	Cal-Am Water	04/12/2019	Regular	0.00	214.08	34636
00243	CalPers Long Term Care Program	04/12/2019	Regular	0.00	50.06	34637
12601	Carmel Valley Ace Hardware	04/12/2019	Regular	0.00	19.03	34638
01001	CDW Government	04/12/2019	Regular	0.00	2,520.00	34639
00224	City of Monterey	04/12/2019	Regular	0.00	1,298.85	34640
00281	CoreLogic Information Solutions, Inc.	04/12/2019	Regular	0.00	1,039.94	34641
11822	CSC	04/12/2019	Regular	0.00	4,000.00	34642
00046	De Lay & Laredo	04/12/2019	Regular	0.00	31,140.47	34643
07626	Ecology Action of Santa Cruz	04/12/2019	Regular	0.00	16,222.54	34644
00225	Escalon Services c/o Palace Business Solutions	04/12/2019	Regular	0.00	6.71	34645
00235	Green Rubber- Kennedy AG	04/12/2019	Regular	0.00	182.50	34646
00277	Home Depot Credit Services	04/12/2019	Regular	0.00	16.23	34647
00266	I.R.S.	04/12/2019	Regular	0.00	16,691.64	34648
00768	ICMA	04/12/2019	Regular	0.00	5,525.09	34649
00094	John Arriaga	04/12/2019	Regular	0.00	2,500.00	34650
13431	Lynx Technologies, Inc	04/12/2019	Regular	0.00	1,275.00	34651

**EXHIBIT 20-B**

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## Check Report

Date Range: 04/01/2019 - 04/30/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
09129	Monterey County Hospitality Association (MCHA)	04/12/2019	Regular	0.00	25.00	34652
00274	Monterey One Water	04/12/2019	Regular	0.00	157.81	34653
08700	Monterey Regional Waste Management District	04/12/2019	Regular	0.00	15.00	34654
13396	Navia Benefit Solutions, Inc.	04/12/2019	Regular	0.00	881.26	34655
00755	Peninsula Welding Supply, Inc.	04/12/2019	Regular	0.00	131.69	34656
13430	Premiere Global Services	04/12/2019	Regular	0.00	28.77	34657
13394	Regional Government Services	04/12/2019	Regular	0.00	3,894.10	34658
00987	SDRMA - Prop & Liability Pkg	04/12/2019	Regular	0.00	95.00	34659
04719	Telit Io T Platforms, LLC	04/12/2019	Regular	0.00	178.90	34660
00269	U.S. Bank	04/12/2019	Regular	0.00	2,058.87	34661
00207	Universal Staffing Inc.	04/12/2019	Regular	0.00	1,789.29	34662
13080	West Marine Products	04/12/2019	Regular	0.00	165.44	34663
18163	Wex Bank	04/12/2019	Regular	0.00	1,051.83	34664
00754	Zone24x7	04/12/2019	Regular	0.00	10,088.00	34665
15399	Accela Inc.	04/19/2019	Regular	0.00	13,285.85	34703
00763	ACWA-JPIA	04/19/2019	Regular	0.00	401.90	34704
04732	AM Conservation Group, Inc.	04/19/2019	Regular	0.00	2,063.28	34705
00760	Andy Bell	04/19/2019	Regular	0.00	684.00	34706
00036	Bill Parham	04/19/2019	Regular	0.00	650.00	34707
04721	Carlons Fire Extinguisher Svc., Inc.	04/19/2019	Regular	0.00	466.32	34708
00028	Colantuono, Highsmith, & Whatley, PC	04/19/2019	Regular	0.00	9,912.23	34709
06268	Comcast	04/19/2019	Regular	0.00	286.34	34710
00046	De Lay & Laredo	04/19/2019	Regular	0.00	25,946.11	34711
00192	Extra Space Storage	04/19/2019	Regular	0.00	869.00	34712
03857	Joe Oliver	04/19/2019	Regular	0.00	1,218.97	34713
06999	KBA Docusys	04/19/2019	Regular	0.00	1,303.08	34714
16823	Mercer-Fraser Company	04/19/2019	Regular	0.00	197,857.33	34715
07417	Monterey County Elections Department	04/19/2019	Regular	0.00	221,003.63	34716
00127	Monterey Peninsula Engineering	04/19/2019	Regular	0.00	96,543.75	34717
00282	PG&E	04/19/2019	Regular	0.00	28.46	34718
00176	Sentry Alarm Systems	04/19/2019	Regular	0.00	309.25	34719
09351	Tetra Tech, Inc.	04/19/2019	Regular	0.00	3,071.63	34720
00207	Universal Staffing Inc.	04/19/2019	Regular	0.00	1,720.95	34721
08105	Yolanda Munoz	04/19/2019	Regular	0.00	540.00	34722
15399	Accela Inc.	04/26/2019	Regular	0.00	9,068.10	34724
03966	ACWA (Memberships/Conferences/Publications)	04/26/2019	Regular	0.00	2,500.00	34725
01188	Alhambra	04/26/2019	Regular	0.00	150.53	34726
14567	Applicant Information	04/26/2019	Regular	0.00	233.00	34727
00253	AT&T	04/26/2019	Regular	0.00	238.68	34728
00253	AT&T	04/26/2019	Regular	0.00	770.06	34729
04045	California Society of Municipal Finance Officers	04/26/2019	Regular	0.00	110.00	34730
00243	CalPers Long Term Care Program	04/26/2019	Regular	0.00	50.06	34731
01001	CDW Government	04/26/2019	Regular	0.00	75.61	34732
00024	Central Coast Exterminator	04/26/2019	Regular	0.00	104.00	34733
00237	Chevron	04/26/2019	Regular	0.00	179.51	34734
04041	Cynthia Schmidlin	04/26/2019	Regular	0.00	691.33	34735
01352	Dave Stoldt	04/26/2019	Regular	0.00	1,082.37	34736
18226	Gary Hoffmann	04/26/2019	Regular	0.00	1,244.95	34737
00277	Home Depot Credit Services	04/26/2019	Regular	0.00	1,478.73	34738
00768	ICMA	04/26/2019	Regular	0.00	5,525.09	34739
17969	Jordan C. Besson	04/26/2019	Regular	0.00	324.80	34740
00280	Kevan Urquhart	04/26/2019	Regular	0.00	312.79	34741
00242	MBAS	04/26/2019	Regular	0.00	1,910.00	34742
04728	Monterey County Business Council	04/26/2019	Regular	0.00	500.00	34743
00127	Monterey Peninsula Engineering	04/26/2019	Regular	0.00	12,896.25	34744
13396	Navia Benefit Solutions, Inc.	04/26/2019	Regular	0.00	881.26	34745
00282	PG&E	04/26/2019	Regular	0.00	21.27	34746
00752	Professional Liability Insurance Service	04/26/2019	Regular	0.00	33.37	34747
00251	Rick Dickhaut	04/26/2019	Regular	0.00	531.50	34748
17968	Rutan & Tucker, LLP	04/26/2019	Regular	0.00	26,277.70	34749
04709	Sherron Forsgren	04/26/2019	Regular	0.00	736.35	34750

**EXHIBIT 20-B**

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**Check Report**

**Date Range: 04/01/2019 - 04/30/2019**

<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>
02838	Solinst Canada Ltd	04/26/2019	Regular	0.00	365.84	34751
00258	TBC Communications & Media	04/26/2019	Regular	0.00	3,325.00	34752
18186	Timothy Paulson	04/26/2019	Regular	0.00	160.08	34753
00207	Universal Staffing Inc.	04/26/2019	Regular	0.00	1,845.20	34754
18163	Wex Bank	04/26/2019	Regular	0.00	211.14	34755
<b>Total Regular:</b>					<b>802,852.19</b>	

**EXHIBIT 20-B**

Check Report

Date Range: 04/01/2019 - 04/30/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Payment Type: Bank Draft</b>						
00266	I.R.S.	04/05/2019	Bank Draft	0.00	43.33	DFT0001366
00266	I.R.S.	04/05/2019	Bank Draft	0.00	82.22	DFT0001367
00267	Employment Development Dept.	04/05/2019	Bank Draft	0.00	5.56	DFT0001368
00266	I.R.S.	04/05/2019	Bank Draft	0.00	351.54	DFT0001369
00237	Chevron	04/02/2019	Bank Draft	0.00	224.66	DFT0001371
00266	I.R.S.	04/12/2019	Bank Draft	0.00	11,657.68	DFT0001373
00266	I.R.S.	04/12/2019	Bank Draft	0.00	2,746.20	DFT0001374
00267	Employment Development Dept.	04/12/2019	Bank Draft	0.00	4,490.16	DFT0001375
00266	I.R.S.	04/12/2019	Bank Draft	0.00	356.94	DFT0001376
00256	PERS Retirement	04/12/2019	Bank Draft	0.00	15,674.82	DFT0001378
00769	Laborers Trust Fund of Northern CA	04/13/2019	Bank Draft	0.00	29,040.00	DFT0001379
00266	I.R.S.	04/26/2019	Bank Draft	0.00	11,710.62	DFT0001381
00266	I.R.S.	04/26/2019	Bank Draft	0.00	2,736.58	DFT0001382
00267	Employment Development Dept.	04/26/2019	Bank Draft	0.00	4,512.65	DFT0001383
00266	I.R.S.	04/26/2019	Bank Draft	0.00	300.08	DFT0001384
00256	PERS Retirement	04/26/2019	Bank Draft	0.00	15,694.44	DFT0001394
<b>Total Bank Draft:</b>					<b>99,627.48</b>	

Payment Type	Bank Code APBNK		Summary	
	Payable Count	Payment Count	Discount	Payment
Regular Checks	158	119	0.00	802,852.19
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	24	16	0.00	99,627.48
EFT's	0	0	0.00	0.00
	<b>182</b>	<b>135</b>	<b>0.00</b>	<b>902,479.67</b>

**EXHIBIT 20-B**

Check Report

Date Range: 04/01/2019 - 04/30/2019

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: REBATES-02-Rebates: Use Only For Rebates</b>						
<b>Payment Type: Regular</b>						
18203	ALEX SEDILLOS	04/19/2019	Regular	0.00	75.00	34666
18222	BRAD GLEASON	04/19/2019	Regular	0.00	500.00	34667
18191	CLARENCE E ARMSTRONG	04/19/2019	Regular	0.00	390.00	34668
18187	Custom House Realty & Property Mgt.	04/19/2019	Regular	0.00	75.00	34669
18192	Daniel Hartung	04/19/2019	Regular	0.00	500.00	34670
18213	FREDERIC WEETH	04/19/2019	Regular	0.00	500.00	34671
18190	GISELE FREEDMAN	04/19/2019	Regular	0.00	125.00	34672
18193	GLENN CORDINGLEY	04/19/2019	Regular	0.00	500.00	34673
18201	JAMES BENNETT	04/19/2019	Regular	0.00	75.00	34674
18220	JAMES KREHBIEL	04/19/2019	Regular	0.00	125.00	34675
18221	JANE ASHER	04/19/2019	Regular	0.00	500.00	34676
18219	JEFFREY PADUAN	04/19/2019	Regular	0.00	775.00	34677
18209	JOE CAPPUCCIO	04/19/2019	Regular	0.00	225.00	34678
18188	Julie Carson	04/19/2019	Regular	0.00	125.00	34679
18208	JUSTIN MIN	04/19/2019	Regular	0.00	125.00	34680
18194	Kelly Sheehan	04/19/2019	Regular	0.00	500.00	34681
18204	Laura Wells	04/19/2019	Regular	0.00	125.00	34682
18211	LAURA OTERO	04/19/2019	Regular	0.00	500.00	34683
18189	LAWRENCE FOY	04/19/2019	Regular	0.00	150.00	34684
18195	LESTER TOCKERMAN	04/19/2019	Regular	0.00	500.00	34685
18206	LYLE YOUNG	04/19/2019	Regular	0.00	125.00	34686
18200	MANUEL J REAL	04/19/2019	Regular	0.00	342.00	34687
18217	MARC TAKAHASHI	04/19/2019	Regular	0.00	500.00	34688
18215	MARY JENSEN	04/19/2019	Regular	0.00	500.00	34689
18196	Mary Dainton	04/19/2019	Regular	0.00	500.00	34690
18212	MAURINE WHEELER	04/19/2019	Regular	0.00	500.00	34691
18197	MICHAEL CAPRA	04/19/2019	Regular	0.00	436.99	34692
18202	MYONG OGAWA	04/19/2019	Regular	0.00	125.00	34693
18205	PATRICIA SAULSBURY	04/19/2019	Regular	0.00	125.00	34694
18216	PETER SILZER	04/19/2019	Regular	0.00	500.00	34695
18223	RONALD MEEKER	04/19/2019	Regular	0.00	625.00	34696
18198	Roy Anderson	04/19/2019	Regular	0.00	500.00	34697
18199	SARAH HALLER	04/19/2019	Regular	0.00	500.00	34698
18214	SHARON ENEA	04/19/2019	Regular	0.00	500.00	34699
18218	THOMAS F LEE	04/19/2019	Regular	0.00	500.00	34700
18207	TUCKER RAMSAY	04/19/2019	Regular	0.00	125.00	34701
18210	WILLIAM FARREL & SUSAN HILINSKI	04/19/2019	Regular	0.00	125.00	34702
<b>Total Regular:</b>					<b>12,918.99</b>	

**Bank Code REBATES-02 Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	37	37	0.00	12,918.99
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>37</b>	<b>37</b>	<b>0.00</b>	<b>12,918.99</b>

**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	195	156	0.00	815,771.18
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	24	16	0.00	99,627.48
EFT's	0	0	0.00	0.00
	<b>219</b>	<b>172</b>	<b>0.00</b>	<b>915,398.66</b>

**Fund Summary**

<b>Fund</b>	<b>Name</b>	<b>Period</b>	<b>Amount</b>
99	POOL CASH FUND	4/2019	915,398.66
			<b>915,398.66</b>





Payment Number	Payment Date	Payment Type	Employee Number	Employee Name	Check Amount	Direct Deposit Amount	Total Payment
4327	04/05/2019	Regular	7015	Adams, Mary L	0.00	236.96	236.96
4328	04/05/2019	Regular	7014	Evans, Molly F	0.00	595.68	595.68
4329	04/05/2019	Regular	7017	Hoffmann, Gary D	0.00	498.69	498.69
4330	04/05/2019	Regular	7018	Riley, George T	0.00	374.02	374.02
4331	04/12/2019	Regular	1024	Stoldt, David J	0.00	5,720.87	5,720.87
4332	04/12/2019	Regular	1025	Tavani, Arlene M	0.00	2,089.94	2,089.94
4333	04/12/2019	Regular	1044	Bennett, Corryn D	0.00	2,138.36	2,138.36
4334	04/12/2019	Regular	1006	Dudley, Mark A	0.00	2,646.64	2,646.64
4335	04/12/2019	Regular	1018	Prasad, Suresh	0.00	4,259.54	4,259.54
4336	04/12/2019	Regular	1019	Reyes, Sara C	0.00	1,768.84	1,768.84
4337	04/12/2019	Regular	1045	Atkins, Daniel N	0.00	1,795.96	1,795.96
4338	04/12/2019	Regular	1005	Christensen, Thomas T	0.00	3,189.30	3,189.30
4339	04/12/2019	Regular	1042	Hamilton, Maureen C.	0.00	3,151.16	3,151.16
4340	04/12/2019	Regular	1008	Hampson, Larry M	0.00	3,079.95	3,079.95
4341	04/12/2019	Regular	1009	James, Gregory W	0.00	3,300.33	3,300.33
4342	04/12/2019	Regular	1011	Lear, Jonathan P	0.00	3,719.39	3,719.39
4343	04/12/2019	Regular	1012	Lindberg, Thomas L	0.00	2,514.67	2,514.67
4344	04/12/2019	Regular	1048	Lumas, Eric M	0.00	1,651.38	1,651.38
4345	04/12/2019	Regular	6035	Besson, Jordan C.	0.00	1,080.11	1,080.11
4346	04/12/2019	Regular	1004	Chaney, Beverly M	0.00	2,532.05	2,532.05
4347	04/12/2019	Regular	1007	Hamilton, Cory R	0.00	2,229.06	2,229.06
4348	04/12/2019	Regular	6048	Paulson, Timothy	0.00	498.30	498.30
4349	04/12/2019	Regular	1043	Suwada, Joseph	0.00	1,958.68	1,958.68
4350	04/12/2019	Regular	1026	Urquhart, Kevan A	0.00	2,211.94	2,211.94
4351	04/12/2019	Regular	1001	Ayala, Gabriela D	0.00	2,437.89	2,437.89
4352	04/12/2019	Regular	1010	Kister, Stephanie L	0.00	2,685.27	2,685.27
4353	04/12/2019	Regular	1017	Locke, Stephanie L	0.00	3,459.33	3,459.33
4354	04/12/2019	Regular	1040	Smith, Kyle	0.00	2,080.96	2,080.96
4355	04/12/2019	Regular	1047	Timmer, Christopher	0.00	1,995.20	1,995.20
4356	04/26/2019	Regular	1024	Stoldt, David J	0.00	5,720.87	5,720.87
4357	04/26/2019	Regular	1025	Tavani, Arlene M	0.00	2,089.95	2,089.95
4358	04/26/2019	Regular	1044	Bennett, Corryn D	0.00	2,138.36	2,138.36
4359	04/26/2019	Regular	1006	Dudley, Mark A	0.00	2,646.65	2,646.65
4360	04/26/2019	Regular	1018	Prasad, Suresh	0.00	4,259.54	4,259.54
4361	04/26/2019	Regular	1019	Reyes, Sara C	0.00	1,768.82	1,768.82
4362	04/26/2019	Regular	1045	Atkins, Daniel N	0.00	1,795.95	1,795.95
4363	04/26/2019	Regular	1005	Christensen, Thomas T	0.00	3,189.30	3,189.30
4364	04/26/2019	Regular	1042	Hamilton, Maureen C.	0.00	3,151.18	3,151.18
4365	04/26/2019	Regular	1008	Hampson, Larry M	0.00	3,079.95	3,079.95
4366	04/26/2019	Regular	1009	James, Gregory W	0.00	3,300.33	3,300.33
4367	04/26/2019	Regular	1011	Lear, Jonathan P	0.00	3,719.39	3,719.39
4368	04/26/2019	Regular	1012	Lindberg, Thomas L	0.00	2,514.68	2,514.68
4369	04/26/2019	Regular	1048	Lumas, Eric M	0.00	1,764.11	1,764.11
4370	04/26/2019	Regular	6035	Besson, Jordan C.	0.00	1,080.11	1,080.11
4371	04/26/2019	Regular	1004	Chaney, Beverly M	0.00	2,532.05	2,532.05
4372	04/26/2019	Regular	1007	Hamilton, Cory R	0.00	2,229.06	2,229.06
4373	04/26/2019	Regular	6048	Paulson, Timothy	0.00	937.98	937.98
4374	04/26/2019	Regular	1043	Suwada, Joseph	0.00	1,833.90	1,833.90
4375	04/26/2019	Regular	1026	Urquhart, Kevan A	0.00	2,211.95	2,211.95
4376	04/26/2019	Regular	1001	Ayala, Gabriela D	0.00	2,437.89	2,437.89
4377	04/26/2019	Regular	1010	Kister, Stephanie L	0.00	2,685.27	2,685.27
4378	04/26/2019	Regular	1017	Locke, Stephanie L	0.00	3,459.33	3,459.33
4379	04/26/2019	Regular	1040	Smith, Kyle	0.00	2,173.89	2,173.89
4380	04/26/2019	Regular	1047	Timmer, Christopher	0.00	1,995.20	1,995.20
34629	04/05/2019	Regular	7007	Byrne, Jeannie	374.02	0.00	374.02
34630	04/05/2019	Regular	7009	Edwards, Alvin	365.19	0.00	365.19
34631	04/05/2019	Regular	7004	Potter, David L	124.67	0.00	124.67

**EXHIBIT 20-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>96 Total Payment</b>
34632	04/12/2019	Regular	6046	Stern, Henrietta	386.48	0.00	386.48
34633	04/12/2019	Regular	6047	Rodriguez, Isaac	515.98	0.00	515.98
34634	04/12/2019	Regular	1046	Whitmore, Cortina	1,309.02	750.00	2,059.02
34723	04/26/2019	Regular	1046	Whitmore, Cortina	1,309.03	750.00	2,059.03
<b>Total:</b>					<b>4,384.39</b>	<b>132,116.18</b>	<b>136,500.57</b>



Monterey Peninsula Water Management Dist

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

For Fiscal: 2018-2019 Period Ending: 04/30/2019

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	1,406,903	283,333	1,123,570	496.55 %	3,337,566	3,400,000	-62,434	98.16 %
R120 - Property Taxes Revenues	907,037	162,481	744,556	558.24 %	1,969,406	1,950,000	19,406	101.00 %
R130 - User Fees	301,380	374,967	-73,587	80.38 %	3,418,507	4,500,000	-1,081,493	75.97 %
R140 - Connection Charges	38,231	37,500	731	101.95 %	535,007	450,000	85,007	118.89 %
R150 - Permit Processing Fee	23,392	14,578	8,815	160.47 %	212,051	175,000	37,051	121.17 %
R160 - Well Registration Fee	50	0	50	0.00 %	1,375	0	1,375	0.00 %
R190 - WDS Permits Rule 21	0	4,667	-4,667	0.00 %	14,500	56,000	-41,500	25.89 %
R200 - Recording Fees	1,081	1,665	-584	64.91 %	4,092	20,000	-15,908	20.46 %
R210 - Legal Fees	750	1,333	-583	56.27 %	3,600	16,000	-12,400	22.50 %
R220 - Copy Fee	0	0	0	0.00 %	203	0	203	0.00 %
R230 - Miscellaneous - Other	0	1,250	-1,250	0.00 %	1,444	15,000	-13,556	9.63 %
R240 - Insurance Refunds	0	0	0	0.00 %	19	0	19	0.00 %
R250 - Interest Income	50,783	14,999	35,783	338.57 %	201,366	180,000	21,366	111.87 %
R260 - CAW - ASR	0	40,950	-40,950	0.00 %	-34,411	491,600	-526,011	-7.00 %
R270 - CAW - Rebates	20,613	80,801	-60,189	25.51 %	510,202	970,000	-459,798	52.60 %
R290 - CAW - Miscellaneous	0	3,749	-3,749	0.00 %	0	45,000	-45,000	0.00 %
R300 - Watermaster	0	4,548	-4,548	0.00 %	15,170	54,600	-39,430	27.78 %
R308 - Reclamation Project	0	1,666	-1,666	0.00 %	0	20,000	-20,000	0.00 %
R310 - Other Reimbursements	0	14,057	-14,057	0.00 %	0	168,700	-168,700	0.00 %
R320 - Grants	476,017	178,895	297,122	266.09 %	1,170,008	2,147,600	-977,592	54.48 %
R510 - Operating Reserve	0	178,563	-178,563	0.00 %	0	2,143,500	-2,143,500	0.00 %
<b>Total Revenue:</b>	<b>3,226,236</b>	<b>1,400,001</b>	<b>1,826,235</b>	<b>230.45 %</b>	<b>11,360,105</b>	<b>16,803,000</b>	<b>-5,442,895</b>	<b>67.61 %</b>

**EXHIBIT 20-D**

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

**For Fiscal: 2018-2019 Period Ending: 04/30/2019**

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	194,844	222,294	27,450	87.65 %	2,086,236	2,668,600	582,364	78.18 %
1110 - Manager's Auto Allowance	462	500	38	92.34 %	4,847	6,000	1,153	80.78 %
1120 - Manager's Deferred Comp	714	758	44	94.21 %	7,439	9,100	1,661	81.74 %
1130 - Unemployment Compensation	0	250	250	0.00 %	2,649	3,000	351	88.30 %
1150 - Temporary Personnel	7,083	6,082	-1,000	116.45 %	58,144	73,000	14,856	79.65 %
1160 - PERS Retirement	16,634	44,057	27,424	37.75 %	470,273	528,900	58,627	88.92 %
1170 - Medical Insurance	27,731	28,372	641	97.74 %	257,890	340,600	82,710	75.72 %
1180 - Medical Insurance - Retirees	7,529	6,872	-657	109.55 %	81,062	82,500	1,438	98.26 %
1190 - Workers Compensation	4,002	4,648	646	86.11 %	42,550	55,800	13,250	76.25 %
1200 - Life Insurance	325	483	159	67.16 %	3,287	5,800	2,513	56.67 %
1210 - Long Term Disability Insurance	1,117	1,233	116	90.59 %	10,905	14,800	3,895	73.69 %
1220 - Short Term Disability Insurance	222	267	45	83.16 %	2,165	3,200	1,036	67.64 %
1230 - Other Benefits	70	125	55	56.02 %	976	1,500	524	65.09 %
1260 - Employee Assistance Program	56	125	69	45.14 %	550	1,500	950	36.66 %
1270 - FICA Tax Expense	471	400	-71	117.75 %	4,145	4,800	655	86.36 %
1280 - Medicare Tax Expense	2,775	3,315	541	83.69 %	31,238	39,800	8,562	78.49 %
1290 - Staff Development & Training	55	2,241	2,186	2.45 %	5,570	26,900	21,330	20.71 %
1300 - Conference Registration	2,110	408	-1,702	516.94 %	5,966	4,900	-1,066	121.75 %
1310 - Professional Dues	160	233	73	68.54 %	989	2,800	1,811	35.32 %
1320 - Personnel Recruitment	233	250	17	93.24 %	912	3,000	2,088	30.41 %
<b>Total Level1: 100 - Personnel Costs:</b>	<b>266,590</b>	<b>322,913</b>	<b>56,323</b>	<b>82.56 %</b>	<b>3,077,793</b>	<b>3,876,500</b>	<b>798,707</b>	<b>79.40 %</b>
<b>Level1: 200 - Supplies and Services</b>								
2000 - Board Member Compensation	2,295	2,832	537	81.03 %	23,760	34,000	10,240	69.88 %
2020 - Board Expenses	3,865	416	-3,448	928.30 %	6,682	5,000	-1,682	133.65 %
2040 - Rent	1,914	1,933	19	99.04 %	18,173	23,200	5,027	78.33 %
2060 - Utilities	2,366	2,749	383	86.08 %	25,057	33,000	7,943	75.93 %
2120 - Insurance Expense	5,074	4,332	-742	117.13 %	50,025	52,000	1,975	96.20 %
2130 - Membership Dues	610	2,974	2,364	20.51 %	31,771	35,700	3,929	88.99 %
2140 - Bank Charges	446	333	-113	133.82 %	4,823	4,000	-823	120.57 %
2150 - Office Supplies	1,522	1,416	-106	107.50 %	10,811	17,000	6,189	63.59 %
2160 - Courier Expense	396	666	270	59.42 %	3,240	8,000	4,760	40.50 %
2170 - Printing/Photocopy	0	42	42	0.00 %	32	500	468	6.46 %
2180 - Postage & Shipping	0	558	558	0.00 %	3,199	6,700	3,501	47.75 %
2190 - IT Supplies/Services	852	10,829	9,977	7.87 %	125,781	130,000	4,219	96.75 %
2200 - Professional Fees	17,437	29,821	12,384	58.47 %	265,292	358,000	92,708	74.10 %
2220 - Equipment Repairs & Maintenance	1,303	583	-720	223.47 %	4,664	7,000	2,336	66.63 %
2235 - Equipment Lease	947	1,166	219	81.22 %	11,012	14,000	2,988	78.66 %
2240 - Telephone	5,731	4,632	-1,099	123.72 %	57,863	55,600	-2,263	104.07 %
2260 - Facility Maintenance	3,445	3,432	-13	100.38 %	30,525	41,200	10,675	74.09 %
2270 - Travel Expenses	1,170	2,216	1,046	52.78 %	21,149	26,600	5,451	79.51 %

**EXHIBIT 20-D**

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**Statement of Revenue Over Expense - No Decimals****For Fiscal: 2018-2019 Period Ending: 04/30/2019**

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
2280 - Transportation	916	2,832	1,916	32.35 %	20,829	34,000	13,171	61.26 %
2300 - Legal Services	32,906	33,320	414	98.76 %	265,356	400,000	134,644	66.34 %
2380 - Meeting Expenses	74	558	484	13.20 %	2,716	6,700	3,984	40.53 %
2420 - Legal Notices	0	258	258	0.00 %	0	3,100	3,100	0.00 %
2460 - Public Outreach	253	208	-45	121.51 %	1,974	2,500	526	78.95 %
2480 - Miscellaneous	0	250	250	0.00 %	17,071	3,000	-14,071	569.02 %
2500 - Tax Administration Fee	19,947	1,666	-18,281	1,197.30 %	19,947	20,000	53	99.74 %
2900 - Operating Supplies	348	1,591	1,243	21.87 %	11,653	19,100	7,447	61.01 %
<b>Total Level1: 200 - Supplies and Services:</b>	<b>103,816</b>	<b>111,614</b>	<b>7,798</b>	<b>93.01 %</b>	<b>1,033,405</b>	<b>1,339,900</b>	<b>306,495</b>	<b>77.13 %</b>
<b>Level1: 300 - Other Expenses</b>								
3000 - Project Expenses	177,447	717,286	539,839	24.74 %	4,035,063	8,611,200	4,576,137	46.86 %
4000 - Fixed Asset Purchases	24,071	45,681	21,610	52.69 %	317,931	548,400	230,469	57.97 %
5000 - Debt Service	0	19,159	19,159	0.00 %	65,400	230,000	164,600	28.43 %
5500 - Election Expenses	221,004	13,328	-207,676	1,658.19 %	221,004	160,000	-61,004	138.13 %
6000 - Contingencies	0	6,248	6,248	0.00 %	0	75,000	75,000	0.00 %
6500 - Reserves	0	163,488	163,488	0.00 %	0	1,962,000	1,962,000	0.00 %
<b>Total Level1: 300 - Other Expenses:</b>	<b>422,522</b>	<b>965,190</b>	<b>542,668</b>	<b>43.78 %</b>	<b>4,639,398</b>	<b>11,586,600</b>	<b>6,947,202</b>	<b>40.04 %</b>
<b>Total Expense:</b>	<b>792,928</b>	<b>1,399,717</b>	<b>606,789</b>	<b>56.65 %</b>	<b>8,750,596</b>	<b>16,803,000</b>	<b>8,052,404</b>	<b>52.08 %</b>
<b>Report Total:</b>	<b>2,433,308</b>	<b>284</b>	<b>2,433,024</b>		<b>2,609,509</b>	<b>0</b>	<b>2,609,509</b>	

**EXHIBIT 20-D**

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

**For Fiscal: 2018-2019 Period Ending: 04/30/2019**

**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	961,570	137	961,432		656,400	0	656,400	
26 - CONSERVATION FUND	200,204	0	200,204		489,235	0	489,235	
35 - WATER SUPPLY FUND	1,271,535	147	1,271,388		1,463,874	0	1,463,874	
<b>Report Total:</b>	<b>2,433,308</b>	<b>284.07</b>	<b>2,433,024</b>		<b>2,609,509</b>	<b>0</b>	<b>2,609,509</b>	



Monterey Peninsula Water Management Dist

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

For Fiscal: 2018-2019 Period Ending: 04/30/2019

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	562,717	100,000	462,717	562.72 %	1,211,942	1,200,000	11,942	101.00 %
R130 - User Fees	188,631	231,667	-43,035	81.42 %	2,027,584	2,780,000	-752,416	72.93 %
R160 - Well Registration Fee	50	0	50	0.00 %	1,375	0	1,375	0.00 %
R190 - WDS Permits Rule 21	0	4,667	-4,667	0.00 %	14,500	56,000	-41,500	25.89 %
R220 - Copy Fee	0	0	0	0.00 %	2	0	2	0.00 %
R230 - Miscellaneous - Other	0	417	-417	0.00 %	393	5,000	-4,607	7.86 %
R240 - Insurance Refunds	0	0	0	0.00 %	8	0	8	0.00 %
R250 - Interest Income	9,781	4,166	5,615	234.76 %	50,765	50,000	765	101.53 %
R290 - CAW - Miscellaneous	0	3,749	-3,749	0.00 %	0	45,000	-45,000	0.00 %
R310 - Other Reimbursements	0	9,642	-9,642	0.00 %	0	115,700	-115,700	0.00 %
R320 - Grants	476,017	158,270	317,747	300.76 %	1,170,008	1,900,000	-729,992	61.58 %
R510 - Operating Reserve	0	23,750	-23,750	0.00 %	0	285,000	-285,000	0.00 %
<b>Total Revenue:</b>	<b>1,237,196</b>	<b>536,326</b>	<b>700,869</b>	<b>-230.68 %</b>	<b>4,476,577</b>	<b>6,436,700</b>	<b>-1,960,123</b>	<b>69.55 %</b>

**EXHIBIT 20-D**

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

**For Fiscal: 2018-2019 Period Ending: 04/30/2019**

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	76,228	88,439	12,211	86.19 %	814,706	1,061,700	246,994	76.74 %
1110 - Manager's Auto Allowance	92	100	8	92.34 %	969	1,200	231	80.78 %
1120 - Manager's Deferred Comp	143	117	-26	122.47 %	1,488	1,400	-88	106.25 %
1130 - Unemployment Compensation	0	100	100	0.00 %	1,060	1,200	140	88.30 %
1150 - Temporary Personnel	2,833	2,433	-400	116.45 %	23,258	29,200	5,942	79.65 %
1160 - PERS Retirement	6,519	17,660	11,141	36.91 %	188,432	212,000	23,568	88.88 %
1170 - Medical Insurance	11,360	12,145	785	93.53 %	102,362	145,800	43,438	70.21 %
1180 - Medical Insurance - Retirees	3,012	2,749	-263	109.55 %	32,659	33,000	341	98.97 %
1190 - Workers Compensation	2,403	2,766	363	86.88 %	24,980	33,200	8,220	75.24 %
1200 - Life Insurance	138	217	79	63.59 %	1,357	2,600	1,243	52.19 %
1210 - Long Term Disability Insurance	452	516	65	87.46 %	4,343	6,200	1,857	70.05 %
1220 - Short Term Disability Insurance	90	108	19	82.82 %	863	1,300	437	66.35 %
1230 - Other Benefits	28	50	22	56.02 %	391	600	209	65.09 %
1260 - Employee Assistance Program	23	50	27	46.38 %	219	600	381	36.58 %
1270 - FICA Tax Expense	386	167	-219	231.45 %	3,262	2,000	-1,262	163.09 %
1280 - Medicare Tax Expense	1,164	1,316	153	88.41 %	12,947	15,800	2,853	81.94 %
1290 - Staff Development & Training	22	708	686	3.11 %	1,851	8,500	6,649	21.77 %
1300 - Conference Registration	844	117	-727	723.72 %	1,983	1,400	-583	141.63 %
1310 - Professional Dues	160	50	-110	319.87 %	457	600	143	76.25 %
1320 - Personnel Recruitment	233	100	-133	233.09 %	533	1,200	667	44.39 %
<b>Total Level1: 100 - Personnel Costs:</b>	<b>106,128</b>	<b>129,907</b>	<b>23,779</b>	<b>81.70 %</b>	<b>1,218,118</b>	<b>1,559,500</b>	<b>341,382</b>	<b>78.11 %</b>
<b>Level1: 200 - Supplies and Services</b>								
2000 - Board Member Compensation	921	1,133	212	81.27 %	9,512	13,600	4,088	69.94 %
2020 - Board Expenses	1,546	167	-1,379	928.31 %	2,559	2,000	-559	127.96 %
2040 - Rent	870	883	13	98.54 %	8,249	10,600	2,351	77.82 %
2060 - Utilities	950	1,108	158	85.73 %	10,079	13,300	3,221	75.78 %
2120 - Insurance Expense	2,030	1,733	-297	117.13 %	20,010	20,800	790	96.20 %
2130 - Membership Dues	244	908	664	26.87 %	11,391	10,900	-491	104.51 %
2140 - Bank Charges	208	133	-75	156.33 %	1,789	1,600	-189	111.80 %
2150 - Office Supplies	513	550	37	93.32 %	4,315	6,600	2,285	65.37 %
2160 - Courier Expense	158	267	108	59.42 %	1,296	3,200	1,904	40.50 %
2170 - Printing/Photocopy	0	17	17	0.00 %	13	200	187	6.46 %
2180 - Postage & Shipping	0	225	225	0.00 %	1,280	2,700	1,420	47.40 %
2190 - IT Supplies/Services	341	4,332	3,991	7.87 %	50,313	52,000	1,687	96.76 %
2200 - Professional Fees	6,975	11,929	4,954	58.47 %	103,194	143,200	40,006	72.06 %
2220 - Equipment Repairs & Maintenance	521	233	-288	223.47 %	1,866	2,800	934	66.63 %
2235 - Equipment Lease	407	466	59	87.32 %	4,735	5,600	865	84.56 %
2240 - Telephone	2,364	1,849	-515	127.85 %	24,183	22,200	-1,983	108.93 %
2260 - Facility Maintenance	1,378	1,383	5	99.65 %	12,223	16,600	4,377	73.63 %
2270 - Travel Expenses	610	708	98	86.12 %	5,031	8,500	3,469	59.19 %



**EXHIBIT 20-D**

103

**Statement of Revenue Over Expense - No Decimals****For Fiscal: 2018-2019 Period Ending: 04/30/2019**

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
2280 - Transportation	874	1,141	267	76.62 %	16,619	13,700	-2,919	121.31 %
2300 - Legal Services	9,689	11,662	1,973	83.08 %	49,087	140,000	90,913	35.06 %
2380 - Meeting Expenses	37	225	188	16.40 %	1,045	2,700	1,655	38.72 %
2420 - Legal Notices	0	108	108	0.00 %	0	1,300	1,300	0.00 %
2460 - Public Outreach	94	83	-11	113.09 %	735	1,000	265	73.48 %
2480 - Miscellaneous	0	100	100	0.00 %	152	1,200	1,048	12.63 %
2500 - Tax Administration Fee	7,044	483	-6,561	1,457.96 %	7,044	5,800	-1,244	121.45 %
2900 - Operating Supplies	306	108	-198	282.51 %	1,507	1,300	-207	115.89 %
<b>Total Level1: 200 - Supplies and Services:</b>	<b>38,081</b>	<b>41,933</b>	<b>3,853</b>	<b>90.81 %</b>	<b>348,225</b>	<b>503,400</b>	<b>155,175</b>	<b>69.17 %</b>
<b>Level1: 300 - Other Expenses</b>								
3000 - Project Expenses	38,976	310,696	271,720	12.54 %	2,108,305	3,729,800	1,621,495	56.53 %
4000 - Fixed Asset Purchases	4,040	11,794	7,755	34.25 %	57,128	141,600	84,472	40.34 %
5500 - Election Expenses	88,401	5,331	-83,070	1,658.19 %	88,401	64,000	-24,401	138.13 %
6000 - Contingencies	0	2,499	2,499	0.00 %	0	30,000	30,000	0.00 %
6500 - Reserves	0	34,028	34,028	0.00 %	0	408,400	408,400	0.00 %
<b>Total Level1: 300 - Other Expenses:</b>	<b>131,418</b>	<b>364,349</b>	<b>232,931</b>	<b>36.07 %</b>	<b>2,253,834</b>	<b>4,373,800</b>	<b>2,119,966</b>	<b>51.53 %</b>
<b>Total Expense:</b>	<b>275,626</b>	<b>536,189</b>	<b>260,563</b>	<b>51.40 %</b>	<b>3,820,177</b>	<b>6,436,700</b>	<b>2,616,523</b>	<b>59.35 %</b>
<b>Total Revenues</b>	<b>1,237,196</b>	<b>536,326</b>	<b>700,869</b>	<b>-230.68 %</b>	<b>4,476,577</b>	<b>6,436,700</b>	<b>-1,960,123</b>	<b>-69.55 %</b>
<b>Total Fund: 24 - MITIGATION FUND:</b>	<b>961,570</b>	<b>137</b>	<b>961,432</b>		<b>656,400</b>	<b>0</b>	<b>656,400</b>	

**EXHIBIT 20-D**

104

**Statement of Revenue Over Expense - No Decimals****For Fiscal: 2018-2019 Period Ending: 04/30/2019**

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	269,554	49,981	219,573	539.31 %	605,971	600,000	5,971	101.00 %
R130 - User Fees	69,792	89,967	-20,175	77.58 %	815,700	1,080,000	-264,300	75.53 %
R150 - Permit Processing Fee	23,392	14,578	8,815	160.47 %	212,051	175,000	37,051	121.17 %
R200 - Recording Fees	1,081	1,665	-584	64.91 %	4,092	20,000	-15,908	20.46 %
R210 - Legal Fees	750	1,333	-583	56.27 %	3,600	16,000	-12,400	22.50 %
R220 - Copy Fee	0	0	0	0.00 %	1	0	1	0.00 %
R230 - Miscellaneous - Other	0	417	-417	0.00 %	783	5,000	-4,217	15.66 %
R240 - Insurance Refunds	0	0	0	0.00 %	5	0	5	0.00 %
R250 - Interest Income	12,430	3,333	9,097	372.95 %	52,391	40,000	12,391	130.98 %
R270 - CAW - Rebates	20,613	80,801	-60,189	25.51 %	510,202	970,000	-459,798	52.60 %
R320 - Grants	0	12,712	-12,712	0.00 %	0	152,600	-152,600	0.00 %
R510 - Operating Reserve	0	24,632	-24,632	0.00 %	0	295,700	-295,700	0.00 %
<b>Total Revenue:</b>	<b>397,612</b>	<b>279,417</b>	<b>118,195</b>	<b>-142.30 %</b>	<b>2,204,797</b>	<b>3,354,300</b>	<b>-1,149,503</b>	<b>65.73 %</b>

**EXHIBIT 20-D**

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

**For Fiscal: 2018-2019 Period Ending: 04/30/2019**

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	42,576	56,244	13,668	75.70 %	481,157	675,200	194,043	71.26 %
1110 - Manager's Auto Allowance	92	100	8	92.34 %	969	1,200	231	80.78 %
1120 - Manager's Deferred Comp	143	192	49	74.54 %	1,488	2,300	813	64.67 %
1130 - Unemployment Compensation	0	67	67	0.00 %	742	800	58	92.72 %
1150 - Temporary Personnel	1,983	1,700	-283	116.68 %	16,280	20,400	4,120	79.81 %
1160 - PERS Retirement	3,509	10,479	6,970	33.49 %	104,814	125,800	20,986	83.32 %
1170 - Medical Insurance	6,584	7,580	997	86.85 %	63,817	91,000	27,183	70.13 %
1180 - Medical Insurance - Retirees	2,108	1,924	-184	109.55 %	22,666	23,100	434	98.12 %
1190 - Workers Compensation	164	250	86	65.46 %	1,855	3,000	1,145	61.83 %
1200 - Life Insurance	61	108	48	55.91 %	657	1,300	643	50.55 %
1210 - Long Term Disability Insurance	255	317	62	80.43 %	2,580	3,800	1,220	67.88 %
1220 - Short Term Disability Insurance	51	67	16	75.87 %	512	800	288	64.06 %
1230 - Other Benefits	20	33	14	58.82 %	273	400	127	68.35 %
1260 - Employee Assistance Program	13	33	20	40.31 %	138	400	262	34.49 %
1270 - FICA Tax Expense	40	58	19	68.15 %	412	700	288	58.88 %
1280 - Medicare Tax Expense	617	841	224	73.32 %	7,382	10,100	2,718	73.09 %
1290 - Staff Development & Training	15	900	884	1.71 %	2,954	10,800	7,847	27.35 %
1300 - Conference Registration	591	192	-399	308.37 %	2,397	2,300	-97	104.21 %
1310 - Professional Dues	0	133	133	0.00 %	509	1,600	1,091	31.83 %
1320 - Personnel Recruitment	0	67	67	0.00 %	319	800	481	39.87 %
<b>Total Level1: 100 - Personnel Costs:</b>	<b>58,820</b>	<b>81,284</b>	<b>22,464</b>	<b>72.36 %</b>	<b>711,921</b>	<b>975,800</b>	<b>263,879</b>	<b>72.96 %</b>
<b>Level1: 200 - Supplies and Services</b>								
2000 - Board Member Compensation	641	791	150	81.03 %	6,649	9,500	2,851	69.99 %
2020 - Board Expenses	1,082	117	-966	928.32 %	1,792	1,400	-392	127.96 %
2040 - Rent	243	233	-10	104.32 %	2,344	2,800	456	83.73 %
2060 - Utilities	653	750	97	87.13 %	6,859	9,000	2,141	76.22 %
2120 - Insurance Expense	1,421	1,216	-204	116.81 %	14,007	14,600	593	95.94 %
2130 - Membership Dues	171	1,341	1,170	12.74 %	11,267	16,100	4,833	69.98 %
2140 - Bank Charges	146	92	-54	159.17 %	1,340	1,100	-240	121.85 %
2150 - Office Supplies	487	417	-71	117.01 %	3,170	5,000	1,830	63.39 %
2160 - Courier Expense	111	183	72	60.50 %	907	2,200	1,293	41.24 %
2170 - Printing/Photocopy	0	8	8	0.00 %	9	100	91	9.04 %
2180 - Postage & Shipping	0	150	150	0.00 %	898	1,800	902	49.87 %
2190 - IT Supplies/Services	238	3,032	2,794	7.87 %	35,194	36,400	1,206	96.69 %
2200 - Professional Fees	4,882	8,347	3,464	58.50 %	74,282	100,200	25,918	74.13 %
2220 - Equipment Repairs & Maintenance	365	167	-198	219.00 %	1,306	2,000	694	65.29 %
2235 - Equipment Lease	227	325	98	69.98 %	2,689	3,900	1,211	68.95 %
2240 - Telephone	1,562	1,250	-312	124.96 %	15,864	15,000	-864	105.76 %
2260 - Facility Maintenance	965	933	-32	103.38 %	8,541	11,200	2,659	76.26 %
2270 - Travel Expenses	170	925	754	18.42 %	10,734	11,100	366	96.70 %

**EXHIBIT 20-D**

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

**For Fiscal: 2018-2019 Period Ending: 04/30/2019**

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
2280 - Transportation	33	566	534	5.74 %	1,646	6,800	5,154	24.21 %
2300 - Legal Services	2,974	4,998	2,024	59.50 %	33,996	60,000	26,004	56.66 %
2380 - Meeting Expenses	17	158	141	10.85 %	791	1,900	1,109	41.63 %
2420 - Legal Notices	0	58	58	0.00 %	0	700	700	0.00 %
2460 - Public Outreach	76	58	-18	130.10 %	597	700	103	85.23 %
2480 - Miscellaneous	0	67	67	0.00 %	16,798	800	-15,998	2,099.72 %
2500 - Tax Administration Fee	3,522	475	-3,047	741.77 %	3,522	5,700	2,178	61.79 %
2900 - Operating Supplies	20	1,391	1,372	1.41 %	9,609	16,700	7,091	57.54 %
<b>Total Level1: 200 - Supplies and Services:</b>	<b>20,006</b>	<b>28,047</b>	<b>8,041</b>	<b>71.33 %</b>	<b>264,810</b>	<b>336,700</b>	<b>71,890</b>	<b>78.65 %</b>
<b>Level1: 300 - Other Expenses</b>								
3000 - Project Expenses	40,572	130,059	89,486	31.20 %	470,077	1,561,300	1,091,223	30.11 %
4000 - Fixed Asset Purchases	16,129	24,715	8,587	65.26 %	206,873	296,700	89,827	69.72 %
5500 - Election Expenses	61,881	3,732	-58,149	1,658.19 %	61,881	44,800	-17,081	138.13 %
6000 - Contingencies	0	1,749	1,749	0.00 %	0	21,000	21,000	0.00 %
6500 - Reserves	0	9,831	9,831	0.00 %	0	118,000	118,000	0.00 %
<b>Total Level1: 300 - Other Expenses:</b>	<b>118,582</b>	<b>170,086</b>	<b>51,504</b>	<b>69.72 %</b>	<b>738,831</b>	<b>2,041,800</b>	<b>1,302,969</b>	<b>36.19 %</b>
<b>Total Expense:</b>	<b>197,408</b>	<b>279,417</b>	<b>82,009</b>	<b>70.65 %</b>	<b>1,715,562</b>	<b>3,354,300</b>	<b>1,638,738</b>	<b>51.15 %</b>
<b>Total Revenues</b>	<b>397,612</b>	<b>279,417</b>	<b>118,195</b>	<b>-142.30 %</b>	<b>2,204,797</b>	<b>3,354,300</b>	<b>-1,149,503</b>	<b>-65.73 %</b>
<b>Total Fund: 26 - CONSERVATION FUND:</b>	<b>200,204</b>	<b>0</b>	<b>200,204</b>		<b>489,235</b>	<b>0</b>	<b>489,235</b>	

**EXHIBIT 20-D**

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**Statement of Revenue Over Expense - No Decimals****For Fiscal: 2018-2019 Period Ending: 04/30/2019**

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	1,406,903	283,333	1,123,570	496.55 %	3,337,566	3,400,000	-62,434	98.16 %
R120 - Property Taxes Revenues	74,766	12,500	62,266	598.13 %	151,493	150,000	1,493	101.00 %
R130 - User Fees	42,956	53,333	-10,377	80.54 %	575,223	640,000	-64,777	89.88 %
R140 - Connection Charges	38,231	37,500	731	101.95 %	535,007	450,000	85,007	118.89 %
R220 - Copy Fee	0	0	0	0.00 %	200	0	200	0.00 %
R230 - Miscellaneous - Other	0	417	-417	0.00 %	268	5,000	-4,732	5.36 %
R240 - Insurance Refunds	0	0	0	0.00 %	6	0	6	0.00 %
R250 - Interest Income	28,571	7,500	21,071	380.95 %	98,209	90,000	8,209	109.12 %
R260 - CAW - ASR	0	40,950	-40,950	0.00 %	-34,411	491,600	-526,011	-7.00 %
R300 - Watermaster	0	4,548	-4,548	0.00 %	15,170	54,600	-39,430	27.78 %
R308 - Reclamation Project	0	1,666	-1,666	0.00 %	0	20,000	-20,000	0.00 %
R310 - Other Reimbursements	0	4,415	-4,415	0.00 %	0	53,000	-53,000	0.00 %
R320 - Grants	0	7,914	-7,914	0.00 %	0	95,000	-95,000	0.00 %
R510 - Operating Reserve	0	130,181	-130,181	0.00 %	0	1,562,800	-1,562,800	0.00 %
<b>Total Revenue:</b>	<b>1,591,428</b>	<b>584,257</b>	<b>1,007,171</b>	<b>-272.38 %</b>	<b>4,678,731</b>	<b>7,012,000</b>	<b>-2,333,269</b>	<b>66.72 %</b>

**EXHIBIT 20-D**

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

**For Fiscal: 2018-2019 Period Ending: 04/30/2019**

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	76,039	77,610	1,571	97.98 %	790,373	931,700	141,327	84.83 %
1110 - Manager's Auto Allowance	277	300	23	92.34 %	2,908	3,600	692	80.78 %
1120 - Manager's Deferred Comp	429	450	21	95.26 %	4,464	5,400	936	82.66 %
1130 - Unemployment Compensation	0	83	83	0.00 %	848	1,000	152	84.77 %
1150 - Temporary Personnel	2,266	1,950	-317	116.25 %	18,606	23,400	4,794	79.51 %
1160 - PERS Retirement	6,606	15,919	9,313	41.50 %	177,027	191,100	14,073	92.64 %
1170 - Medical Insurance	9,787	8,647	-1,141	113.19 %	91,711	103,800	12,089	88.35 %
1180 - Medical Insurance - Retirees	2,409	2,199	-210	109.55 %	25,737	26,400	663	97.49 %
1190 - Workers Compensation	1,436	1,633	197	87.95 %	15,715	19,600	3,885	80.18 %
1200 - Life Insurance	126	158	32	79.75 %	1,273	1,900	627	66.99 %
1210 - Long Term Disability Insurance	411	400	-11	102.68 %	3,983	4,800	817	82.98 %
1220 - Short Term Disability Insurance	81	92	10	88.87 %	790	1,100	311	71.77 %
1230 - Other Benefits	22	42	19	53.78 %	312	500	188	62.49 %
1260 - Employee Assistance Program	20	42	22	47.52 %	193	500	308	38.50 %
1270 - FICA Tax Expense	45	175	129	25.99 %	471	2,100	1,629	22.44 %
1280 - Medicare Tax Expense	994	1,158	164	85.87 %	10,909	13,900	2,991	78.48 %
1290 - Staff Development & Training	18	633	615	2.78 %	766	7,600	6,834	10.08 %
1300 - Conference Registration	675	100	-575	675.47 %	1,586	1,200	-386	132.19 %
1310 - Professional Dues	0	50	50	0.00 %	22	600	578	3.68 %
1320 - Personnel Recruitment	0	83	83	0.00 %	61	1,000	939	6.08 %
<b>Total Level1: 100 - Personnel Costs:</b>	<b>101,642</b>	<b>111,722</b>	<b>10,080</b>	<b>90.98 %</b>	<b>1,147,754</b>	<b>1,341,200</b>	<b>193,446</b>	<b>85.58 %</b>
<b>Level1: 200 - Supplies and Services</b>								
2000 - Board Member Compensation	733	908	175	80.74 %	7,599	10,900	3,301	69.72 %
2020 - Board Expenses	1,237	133	-1,104	928.27 %	2,332	1,600	-732	145.73 %
2040 - Rent	801	816	16	98.07 %	7,579	9,800	2,221	77.34 %
2060 - Utilities	763	891	128	85.63 %	8,119	10,700	2,581	75.88 %
2120 - Insurance Expense	1,624	1,383	-241	117.42 %	16,008	16,600	592	96.43 %
2130 - Membership Dues	195	725	530	26.93 %	9,113	8,700	-413	104.75 %
2140 - Bank Charges	92	108	17	84.66 %	1,693	1,300	-393	130.27 %
2150 - Office Supplies	522	450	-72	116.04 %	3,327	5,400	2,073	61.60 %
2160 - Courier Expense	127	217	90	58.51 %	1,037	2,600	1,563	39.88 %
2170 - Printing/Photocopy	0	17	17	0.00 %	10	200	190	5.17 %
2180 - Postage & Shipping	0	183	183	0.00 %	1,022	2,200	1,178	46.45 %
2190 - IT Supplies/Services	273	3,465	3,193	7.87 %	40,275	41,600	1,325	96.81 %
2200 - Professional Fees	5,580	9,546	3,966	58.45 %	87,816	114,600	26,784	76.63 %
2220 - Equipment Repairs & Maintenance	417	183	-234	227.54 %	1,492	2,200	708	67.84 %
2235 - Equipment Lease	313	375	62	83.39 %	3,588	4,500	912	79.73 %
2240 - Telephone	1,805	1,533	-272	117.72 %	17,817	18,400	583	96.83 %
2260 - Facility Maintenance	1,102	1,116	14	98.76 %	9,761	13,400	3,639	72.84 %
2270 - Travel Expenses	389	583	194	66.78 %	5,384	7,000	1,616	76.92 %

**EXHIBIT 20-D**

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**Statement of Revenue Over Expense - No Decimals****For Fiscal: 2018-2019 Period Ending: 04/30/2019**

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
2280 - Transportation	9	1,125	1,115	0.83 %	2,564	13,500	10,936	18.99 %
2300 - Legal Services	20,243	16,660	-3,583	121.51 %	182,273	200,000	17,727	91.14 %
2380 - Meeting Expenses	20	175	155	11.22 %	879	2,100	1,221	41.86 %
2420 - Legal Notices	0	92	92	0.00 %	0	1,100	1,100	0.00 %
2460 - Public Outreach	83	67	-16	124.52 %	642	800	158	80.30 %
2480 - Miscellaneous	0	83	83	0.00 %	121	1,000	879	12.12 %
2500 - Tax Administration Fee	9,381	708	-8,673	1,324.91 %	9,381	8,500	-881	110.36 %
2900 - Operating Supplies	22	92	69	24.45 %	537	1,100	563	48.83 %
<b>Total Level1: 200 - Supplies and Services:</b>	<b>45,730</b>	<b>41,633</b>	<b>-4,096</b>	<b>109.84 %</b>	<b>420,370</b>	<b>499,800</b>	<b>79,430</b>	<b>84.11 %</b>
<b>Level1: 300 - Other Expenses</b>								
3000 - Project Expenses	97,898	276,531	178,633	35.40 %	1,456,681	3,320,100	1,863,419	43.87 %
4000 - Fixed Asset Purchases	3,903	9,171	5,269	42.55 %	53,930	110,100	56,170	48.98 %
5000 - Debt Service	0	19,159	19,159	0.00 %	65,400	230,000	164,600	28.43 %
5500 - Election Expenses	70,721	4,265	-66,456	1,658.19 %	70,721	51,200	-19,521	138.13 %
6000 - Contingencies	0	1,999	1,999	0.00 %	0	24,000	24,000	0.00 %
6500 - Reserves	0	119,630	119,630	0.00 %	0	1,435,600	1,435,600	0.00 %
<b>Total Level1: 300 - Other Expenses:</b>	<b>172,522</b>	<b>430,755</b>	<b>258,233</b>	<b>40.05 %</b>	<b>1,646,732</b>	<b>5,171,000</b>	<b>3,524,268</b>	<b>31.85 %</b>
<b>Total Expense:</b>	<b>319,894</b>	<b>584,111</b>	<b>264,217</b>	<b>54.77 %</b>	<b>3,214,857</b>	<b>7,012,000</b>	<b>3,797,143</b>	<b>45.85 %</b>
<b>Total Revenues</b>	<b>1,591,428</b>	<b>584,257</b>	<b>1,007,171</b>	<b>-272.38 %</b>	<b>4,678,731</b>	<b>7,012,000</b>	<b>-2,333,269</b>	<b>-66.72 %</b>
<b>Total Fund: 35 - WATER SUPPLY FUND:</b>	<b>1,271,535</b>	<b>147</b>	<b>1,271,388</b>		<b>1,463,874</b>	<b>0</b>	<b>1,463,874</b>	
<b>Report Total:</b>	<b>2,433,308</b>	<b>284</b>	<b>2,433,024</b>		<b>2,609,509</b>	<b>0</b>	<b>2,609,509</b>	

**EXHIBIT 20-D****Statement of Revenue Over Expense - No Decimals**

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For Fiscal: 2018-2019 Period Ending: 04/30/2019

**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	961,570	137	961,432		656,400	0	656,400	
26 - CONSERVATION FUND	200,204	0	200,204		489,235	0	489,235	
35 - WATER SUPPLY FUND	1,271,535	147	1,271,388		1,463,874	0	1,463,874	
<b>Report Total:</b>	<b>2,433,308</b>	<b>284.07</b>	<b>2,433,024</b>		<b>2,609,509</b>	<b>0</b>	<b>2,609,509</b>	



**ADMINISTRATIVE COMMITTEE**

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

<b>Meeting Date:</b>	<b>June 10, 2019</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 10, 2019.

**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:** Attached for review is **Exhibit 21-A**, is a monthly status report on contracts over \$25,000 for the period April 2019. This status report is provided for information only, no action is required.

**EXHIBIT**

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



**Monterey Peninsula Water Management District  
Status on District Open Contracts (over \$25K)  
For The Period April 2019**

Contract	Description	Date Authorized	Contract Amount	Total			Expected Completion	Current Period Activity	P.O. Number	
				Expended To Date	Current Period Spending	Total Expended To Date				
4	Pueblo Water Resources, Inc.	Design water treatment facilities ASR Santa Margarita	2/21/2019	\$ 261,445.00	\$ -		\$ -		PO01912	
5	De Lay & Laredo	Rule 19.8 Investment Banking Services	1/21/2019	\$ 27,000.00	\$ -		\$ -	9/30/2019	PO01930	
6	De Lay & Laredo	Rule 19.8 Investor Owned Utility Consultant	1/21/2019	\$ 88,462.00	\$ -	\$ 10,954.44	\$ 10,954.44	9/30/2019	Current period billing related to feasibility study	PO01929
7	De Lay & Laredo	Rule 19.8 Valuation & Cost of Service Consultant	1/21/2019	\$ 321,495.00	\$ -	\$ 31,140.47	\$ 31,140.47	9/30/2019	Current period valuation services related to feasibility study	PO01928
8	Eminent Domain Legal Services	Rule 19.8 Eminent Domain Legal Services	12/17/2018	\$ 100,000.00	\$ 20,512.20	\$ 21,815.20	\$ 42,327.40	9/30/2019	Current period legal services related to feasibility study	PO01920
9	McCampbell Analytical, Inc.	ASR Water Quality	11/19/2018	\$ 40,000.00	\$ 5,284.50	\$ 2,462.00	\$ 7,746.50	6/30/2019	Current period billing for ASR water quality samples	PO01806
10	Whitson Engineers	Carmel River Thawleg Survey	9/19/2018	\$ 52,727.43	\$ 49,715.00		\$ 49,715.00			PO01076
11	Monterey Peninsula Engineering	ASR Backflush Basin Expansion	9/17/2018	\$ 420,512.00	\$ 418,726.75		\$ 418,726.75			PO01779
12	Pueblo Water Resources, Inc.	ASR Backflush Basin Expansion, CM services	7/16/2018	\$ 96,034.00	\$ 58,422.42	\$ 3,712.64	\$ 62,135.06		Current period billing for ASR backflush expansion construction management	PO01778
13	Mercer-Fraser Company	Sleepy Hollow Intake upgrade project	7/16/2018	\$ 1,802,835.00	\$ 1,166,041.25		\$ 1,166,041.25			PO01726
14	MBAS	ASR Water Quality	7/16/2018	\$ 60,000.00	\$ 17,383.75	\$ 245.00	\$ 17,628.75	6/30/2019	On-going water quality sample testing for ASR	PO01716
15	Fort Ord Reuse Authority	ASR Backflush basin expansion project UXO support	7/16/2018	\$ 55,215.00	\$ 3,870.11	\$ 1,135.53	\$ 5,005.64		Current period billing ASR backflush basin project	PO01686
16	Colantuono, Highsmith, & Whatley, PC	Legal Services for MCWD vs PUC Matter for FY 2018-2019	7/1/2018	\$ 50,000.00	\$ 37,536.83	\$ 9,912.23	\$ 47,449.06	6/30/2019	Current period legal services for MCWD vs PUC matter	PO01874
17	The Maynard Group	Network cable installation for phone service	6/18/2018	\$ 25,109.64	\$ -		\$ -	6/30/2019		PO01868
18	Zone24x7	Water Demand Database administration & maintenance services	6/18/2018	\$ 30,000.00	\$ 20,176.00	\$ 2,522.00	\$ 22,698.00	6/30/2019	Current period retainer	PO01727
19	Lynx Technologies, Inc	Geographic Information Systems contractual services	6/18/2018	\$ 35,000.00	\$ 16,500.00	\$ 1,275.00	\$ 17,775.00	6/30/2019	Current period GIS services	PO01703
20	Regional Government Services	Human Resouces contractual services	6/18/2018	\$ 70,000.00	\$ 30,583.80	\$ 5,662.20	\$ 36,246.00	6/30/2019	Current period hr services	PO01702
21	TBC Communications & Media	Public Outreach services retainer	6/18/2018	\$ 42,000.00	\$ 36,535.99		\$ 36,535.99	6/30/2019		PO01669
22	Monterey County Elections Department	Election services (3 directors & Measure J/Rule 19.8)	6/18/2018	\$ 221,003.63	\$ -	\$ 221,003.63	\$ 221,003.63	4/30/2019	November 2019 election costs	PO01648
23	The Ferguson Group LLC	Federal lobbyist services agreement	6/18/2018	\$ 99,500.00	\$ 80,344.79	\$ 8,000.00	\$ 88,344.79	6/30/2019	Current period retainer	PO01647
24	John Arriaga	State lobbyist services agreement	6/18/2018	\$ 35,000.00	\$ 22,500.00	\$ 2,500.00	\$ 25,000.00	6/30/2019	Current period retainer	PO01646
25	CSC	Annual e-recording of deed restrictions.	6/18/2018	\$ 50,000.00	\$ 30,195.00	\$ 4,000.00	\$ 34,195.00	6/30/2019	e-recording fee for the period	PO01540
26	Ecology Action of Santa Cruz	IRWM HEART Grant	4/16/2018	\$ 152,600.00	\$ 70,074.83		\$ 70,074.83			PO01824
27	Rural Community Assistance Corporation	IRWM DAC Needs Assessment	4/16/2018	\$ 100,000.00	\$ 819.96		\$ 819.96			PO01777
28	Denise Duffy & Assoc. Inc.	Consultant services - spawning gravel	4/16/2018	\$ 40,000.00	\$ 38,264.58	\$ 662.50	\$ 38,927.08		Current period billing for spawning gravel project	PO01728
29	Big Sur Land Trust	Update of the IRWMP Plan	4/16/2018	\$ 34,000.00	\$ 12,305.67		\$ 12,305.67			PO01620

**Monterey Peninsula Water Management District  
Status on District Open Contracts (over \$25K)  
For The Period April 2019**

Contract	Description	Date Authorized	Contract Amount	Total		Current Period Spending	Total Expended To Date	Expected Completion	Current Period Activity	P.O. Number
				Expended To Date	Total Expended To Date					
30	Pueblo Water Resources, Inc.	ASR operations support	1/24/2018	\$ 70,000.00	\$ 45,151.03		\$ 45,151.03			PO01645
31	Pueblo Water Resources, Inc.	Seaside Groundwater Basin Geochemical Study	1/24/2018	\$ 68,679.00	\$ 11,300.00		\$ 11,300.00			PO01628
32	Normandeau Associates, Inc.	Assistance with IFIM Study	11/13/2017	\$ 35,000.00	\$ 23,042.50		\$ 23,042.50			PO01509
33	Accela Inc.	Acquisition of Water Demand Database System	11/13/2017	\$ 676,377.00	\$ 576,078.23	\$ 22,353.95	\$ 598,432.18	6/30/2019	On-going project billing for water demand database project	PO01471
34	Pueblo Water Resources, Inc.	SSAP Water Quality Study	8/21/2017	\$ 94,437.70	\$ 22,553.20		\$ 22,553.20			PO01510
35	Balance Hydrologics, Inc	Design Work for San Carlos Restoration Project	6/19/2017	\$ 51,360.00	\$ 50,894.32		\$ 50,894.32			PO01321
36	AECOM Technical Services, Inc.	Los Padres Dam Alternatives Study	1/25/2017	\$ 700,700.00	\$ 489,916.50		\$ 489,916.50			PO01268
37	Denise Duffy & Assoc. Inc.	MMRP Services for Monterey Pipeline	1/25/2017	\$ 80,000.00	\$ 72,703.06		\$ 72,703.06			PO01202
38	Pueblo Water Resources, Inc.	Engineering Services Support - Contract #12-0045	7/18/2016	\$ 300,729.00	\$ 227,355.02	\$ 21,229.94	\$ 248,584.96		Current period billing for engineering support for ASR project	PO01099
39	Pueblo Water Resources, Inc.	Operations Services Support (Reimbursable) Amd #11	7/18/2016	\$ 182,361.74	\$ 166,005.67		\$ 166,005.67			PO01098
40	Goodin,MacBride,Squeri,Day,Lamprey	User Fee PUC Proceedings Legal Fee	7/1/2016	\$ 50,000.00	\$ 33,411.85		\$ 33,411.85	6/30/2019		PO01100
41	HDR Engineering, Inc.	Los Padres Dam Fish Passage Study	4/18/2016	\$ 310,000.00	\$ 282,032.00		\$ 282,032.00			PO01072
42	Brown and Caldwell	Contract - No. Mo. Cnty Drought Contingency Plan	6/15/2015	\$ 435,818.00	\$ 430,495.77	\$ 5,295.75	\$ 435,791.52		Current billing for North Mo. Co. Drought Contingency Plan	PO01020
43	Sidley Austin LLP	Cal-Am Desal Structuring & Financing Order	4/20/2015	\$ 460,000.00	\$ 152,896.87		\$ 152,896.87			PO00594
44	KBA Docusys - Lease Payments	Copier machine leasing - 60 months	6/30/2014	\$ 45,413.94	\$ 44,022.02	\$ 947.22	\$ 44,969.24	6/30/2019	Monthly rental billing for copier machines	PO00687
45	HydroPoint Data Systems, Inc.	Flow Meters and related for MPUSD	3/17/2014	\$ 77,000.00	\$ 30,760.19		\$ 30,760.19			PO00219
46	Charles N. Atkins	Professional Fees for Contribution of Public Funds - CAW Desal Project	2/12/2014	\$ 75,000.00	\$ 15,000.00		\$ 15,000.00			PO00170
47	WaterWise Consulting, Inc.	Landscape audits	1/29/2014	\$ 75,000.00	\$ 31,660.00		\$ 31,660.00			PO00256
48	Michael Hutnak	GS Flow Modeling for Water Resouces Planning	8/19/2013	\$ 56,800.00	\$ 43,840.00		\$ 43,840.00			PO00123
49	Justin Huntington	GS Flow Modeling for Water Resouces Planning	8/19/2013	\$ 59,480.00	\$ 53,918.98		\$ 53,918.98			PO00122

## ADMINISTRATIVE COMMITTEE

### 22. STATUS REPORT ON MEASURE J/RULE 19.8 SPENDING

<b>Meeting Date:</b>	<b>June 10, 2019</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 10, 2019.

**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:** Attached for review is **Exhibit 22-A**, monthly status report on Measure J/Rule 19.8 spending for the period April 2019. This status report is provided for information only, no action is required.

#### EXHIBITS

**22-A** Status on Measure J/Rule 19.8 Spending



**Monterey Peninsula Water Management District  
Status on Measure J/Rule 19.8 Spending  
For the Period April 2019**

	<b>Contract</b>	<b>Date Authorized</b>	<b>Contract Amount</b>	<b>Prior Period Spending</b>	<b>Current Period Spending</b>	<b>Total Expended To Date</b>	<b>Spending Remaining</b>	<b>Project No.</b>
1	Eminent Domain Legal Counsel	12/17/2018	\$ 100,000.00	\$ 20,512.50	\$ 21,815.20	\$ 42,327.70	\$ 57,672.30	PA00002-01
2	Investment Banking Services	2/21/2019	\$ 30,000.00	\$ -		\$ -	\$ 30,000.00	PA00002-02
3	Valuation & Cost of Service Study Consulta	2/21/2019	\$ 355,000.00	\$ -	\$ 31,140.47	\$ 31,140.47	\$ 323,859.53	PA00002-03
4	Investor Owned Utility Consultant	2/21/2019	\$ 100,000.00	\$ -	\$ 10,954.44	\$ 10,954.44	\$ 89,045.56	PA00002-04
5	District Legal Counsel		\$ 30,000.00	\$ 9,949.61	\$ 5,708.50	\$ 15,658.11	\$ 14,341.89	PA00002-05
6	Contingency/Miscellaneous		\$ 35,000.00	\$ 3,997.00	\$ 29.01	\$ 4,026.01	\$ 30,973.99	PA00002-10
	<b>Total</b>		<b>\$ 650,000.00</b>	<b>\$ 34,459.11</b>	<b>\$ 69,647.62</b>	<b>\$ 104,106.73</b>	<b>\$ 545,893.27</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 6/5/2019)  
**Regular Meeting**  
**Board of Directors**  
**Monterey Peninsula Water Management District**

\*\*\*\*\*

**Monday, June 17, 2019**

**6:00 pm – Closed Session**

**7:00 pm – Regular Meeting**

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 14, 2019

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

**6:00 PM – Closed Session**

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

1. **Public Comment** - Members of the public may address the Board on the item or items listed on the Closed Session agenda.
2. **Adjourn to Closed Session**
3. **Conference with Labor Negotiators (Gov. Code 54957.6)**  
 Agency Designated Representatives: David Stoldt; Suresh Prasad and Mi Ra Park  
 Employee Organization: General Staff and Management Bargaining Units Represented by United Public Employees of California/LIUNA, Local 792
4. **Conference with Legal Counsel – Pending and Threatened Litigation (Gov. Code 54956.9(b)) – One Case**
5. **Adjourn to 7 pm Regular Meeting**

**7:00 PM – Regular Meeting**

**CALL TO ORDER/ROLL CALL**

**Board of Directors**

Molly Evans, Chair – Division 3  
 Alvin Edwards, Vice Chair – Division 1  
 George Riley – Division 2  
 Jeanne Byrne – Division 4  
 Gary D. Hoffmann, P.E. – Division 5  
 Mary Adams, Monterey County Board of Supervisors Representative  
 David Potter – Mayoral Representative

**General Manager**

David J. Stoldt

This agenda was posted at the District office at 5 Harris Court, Bldg. G Monterey on \_\_\_\_\_, 2019. Staff reports regarding these agenda items will be available for public review on Friday, February 15, 2019 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 15, 2019 at 7 pm.

## PLEDGE OF ALLEGIANCE

**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.

## PRESENTATION FROM CALIFORNIA AMERICAN WATER COMPANY

**CONSENT CALENDAR** - The Consent Calendar consists of routine items for which staff has prepared a recommendation. Approval of the Consent Calendar ratifies the staff recommendation. Consent Calendar items may be pulled for separate consideration at the request of a member of the public, or a member of the Board. Following adoption of the remaining Consent Calendar items, staff will give a brief presentation on the pulled item. Members of the public are requested to limit individual comment on pulled Consent Items to three (3) minutes. Unless noted with double asterisks “\*\*”, Consent Calendar items do not constitute a project as defined by CEQA Guidelines section 15378.

1. Consider Adoption of Minutes of the May 20, 2019 Regular Board Meetings
2. Consider Approval of Amendment No. 3 to Agreement with Regional Government Services Authority for Management and Administrative Services
3. Consider Expenditure for Temporary Agency Employee to Assist with Document Scanning for All District Divisions During FY 2019-2020
4. Consider Approval of Agreement with Lynx Technologies for Geographic Information System (GIS) Services
5. Authorize Funds to Contract for Limited-Term Field Positions during FY 2019-2020
6. Consider Approval of Six Temporary Field Staff Positions Funded Through an Interagency Contract between MPWMD and NMFS to Provide for Legally Mandated Cooperative Research and Monitoring Projects in FY 2019-2020
7. Consider Converting the Senior Hydrogeologist Position to Water Resources Manager Position
8. Consider Converting the Riparian Projects Coordinator Position to Environmental Resources Manager Position
9. Consider Renewal of Standard License Agreement With CoreLogic Information Solutions, Inc.
10. Approve Expenditure to Corporation Service Company - Recording Fees
11. Authorize Expenditure for Software Maintenance Agreements
12. Approve Expenditure to Corporation Service Company - Recording Fees
13. Consider Expenditure to Amend Contract with Pueblo Water Resources to Provide Hydrogeologic Review for Water Distribution System Permits
14. Consider Renewal of Contract for District Public Outreach and Communications Services with TBC Communications and Media
15. Consider Renewal of Contract with JEA & Associates for Legislative and Administrative Services
16. Consider Renewal of Contract with Ferguson Group for Legislative and Administrative Services
17. Consider Approval of Additional Expenditure to HDR Engineering, Inc. for the Los Padres Dam Fish Passage Study
18. Consider Adoption of Resolution 2019-05 Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-Related Fees and Charges
19. Consider Adoption of Resolution 2019-07 Establishing Article XIII(B) Fiscal Year 2019-20 Appropriations Limit
20. Consider Adoption of Resolution 2019-08 Update to Rule 24, Table 3, Capacity Fee History
21. Consider Approval of Resolution No. 2019-09 Amendments to Table II - Non-Residential Water Use Factors
22. Consider Adoption of Treasurer's Report for April 2019

#### GENERAL MANAGER'S REPORT

23. Status Report on California American Water Compliance with State Water Resources Control Board Order 2016-0016 and Seaside Groundwater Basin Adjudication Decision

#### ATTORNEY'S REPORT

24. Report on June 17, 2019 Closed Sessions of the Board

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

25. 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.

26. **Consider First Reading of Ordinance No. 183 - PWM Well Drilling Moratorium**

*Action:*

27. **Consider Adoption of July through September 2019 Quarterly Water Supply Strategy and Budget**

*Action: The Board will consider approval of a proposed production strategy for the California American Water Distribution Systems for the three-month period of July through September 2019. The strategy sets monthly goals for surface and groundwater production from various sources within the California American Water systems.*

28. **Consider Adoption of Proposed FY 2019-2020 MPWMD Budget and Resolution 2019-06**

*Action: The Board will consider adoption of the Fiscal Year 2019-20 MPWMD Budget and the corresponding resolution that would confirm their action.*

**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.

29. Report on Activity/Progress on Contracts Over \$25,000  
 30. Status Report on Measure J/Rule 19.8 Spending  
 31. Receive Notice of Appointments to Carmel River Advisory Committee  
 32. Letters Received  
 33. Committee Reports  
 34. Monthly Allocation Report  
 35. Water Conservation Program Report  
 36. Carmel River Fishery Report for March 2019  
 37. Monthly Water Supply and California American Water Production Report

#### ADJOURNMENT

Board Meeting Broadcast Schedule – Comcast Channels 25 & 28

View Live Webcast at <https://www.ampmedia.org/peninsula-tv/>

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

<b>Board Meeting Schedule</b>			
Monday, July 15, 2019	Regular Board Meeting	7:00 pm	District conference room
Monday, August 19, 2019	Regular Board Meeting	7:00 pm	District conference room
Monday, September 16, 2019	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 13, 2019. 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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