



This meeting has been noticed according to the Brown Act rules. This agenda was posted on Thursday, June 8, 2017.

Administrative Committee

Members:

Andrew Clarke
Brenda Lewis, Chair

Alternate:

Molly Evans

Staff Contact:

Suresh Prasad

AGENDA
**Administrative Committee
of the Monterey Peninsula Water Management District**

Monday, June 12, 2017, 3:30 pm

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

Call to Order

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

Items on Board Agenda for June 19, 2017

1. Consider Adoption of Minutes of May 8, 2017 Committee Meeting
2. Consider Expenditure of Funds for a California Department of Fish and Wildlife Permit Application Fee for the Phase 2 Aquifer Storage and Recovery Project
3. Consider Approval of Contract with CSUMB Foundation for Carmel River Cross Section Survey and Large Wood Inventory
4. Consider Approval of Contract with Balance Hydrologics, Inc. for Design of Lower San Carlos Restoration Project
5. Consider Approval of Amendment No. 1 to Agreement with Regional Government Services Authority for Management and Administrative Services
6. Consider Expenditure to Contract for a Limited-Term Project Manager in the Planning and Engineering Division During FY 2016-2017
7. Consider Expenditure for Temporary Agency Employee to Assist with Data Migration During FY 2017-18
8. Consider Approval of Agreement with Lynx Technologies for Geographic Information System (GIS) Services
9. Consider Approval of Contract with Towill Inc. for Annual Aerial Photography of the Carmel River
10. Consider Expenditure to Contract for Limited-Term Field Positions during FY 2017-2018
11. Consider Renewal of Standard License Agreement With CoreLogic Information Solutions, Inc.
12. Consider Continuance of Contract with Zone 24x7 for Water Demand Database Improvements and Maintenance

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

13. Consider Amendment to Contract with Pueblo Water Resources to Provide Hydrogeologic Review for Water Distribution System Permits
14. Consider Authorizing CLA-VAL Western Regional Service to Proceed with Annual Maintenance and Servicing of Valves at the Santa Margarita and Seaside Middle School Aquifer Storage and Recovery Facilities
15. Consider Contract for District Public Outreach and Communications Services with TBC Communications & Media for Fiscal Year 2017-2018
16. Consider Adoption of Resolution 2017-07 Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-Related Fees and Charges
17. Consider Adoption of Resolution 2017-10 Establishing Article XIII(B) Fiscal Year 2017-18 Appropriations Limit
18. Consider Adoption of Resolution 2017-11 Update to Rule 24, Table 3, Capacity Fee History
19. Consider Adoption of Resolution 2017-12 Amending Fees and Charges Table - Rule 60
20. Consider Authorization to Contract with Hayashi & Wayland to Conduct Annual Financial Audit for Fiscal Year Ending 2017, 2018, and 2019
21. Consider Adoption of Treasurer's Report for April 2017

Other Business

22. Review Draft June 19, 2017 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 9, 2017. 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.

2017 Administrative Committee Meeting Schedule	
Monday, July 10	3:30 PM
Monday, August 14	3:30 PM
Monday, September 11	3:30 PM
Monday, October 9	3:30 PM
Monday, November 6	3:30 PM
Monday, December 11	3:30 PM
Wednesday, January 17, 2018	3:30 PM
Wednesday, February 21, 2018	3:30 PM

ADMINISTRATIVE COMMITTEE**1. ADOPT MINUTES OF MAY 8, 2017 COMMITTEE MEETING****Meeting Date: June 12, 2017****From: David J. Stoldt,
General Manager****Prepared By: Sara Reyes**

SUMMARY: Draft minutes of the May 8, 2017 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 8, 2017 Committee Meeting



EXHIBIT 1-A

**DRAFT MINUTES
Monterey Peninsula Water Management District
Administrative Committee
May 8, 2017**

Call to Order

The meeting was called to order at 3:36 PM in the District Conference Room.

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

Committee members absent: None

Staff present: David Stoldt, General Manager
Suresh Prasad, Administrative Services Manager/CFO
Stephanie Kister, Conservation Analyst
Sara Reyes, Office Services Supervisor

Oral Communications

None

Items on Board Agenda for May 15, 2017

1. **Consider Adoption of Minutes of April 10, 2017 Committee Meeting**
On a motion by Clarke and second by Lewis, the minutes of the April 10, 2017 meeting were approved on a vote of 2 to 0 by Clarke, and Lewis. Director Evans abstained from voting since she was not in attendance at the April 10, 2017 meeting.
2. **Consider Contract with CSUMB for Bathymetric Survey at Los Padres Dam**
On a motion by Clarke and second by Evans, the committee recommended that the Board of Directors authorize the General Manger to enter into an agreement with University Foundation for a not-to-exceed amount of \$16,000 with a contingency funding of \$4,000for unforeseen conditions. The motion was approved on a vote of 3 – 0 by Clarke, Evans and Lewis.
3. **Consider Authorizing a Contract Amendment with Denise Duffy & Associates, Inc. for Services Related to the Monterey Pipeline**
On a motion by Clarke and second by Evans, the committee recommended that the Board authorize the General Manager to amend the contract amount with Denise Duffy & Associates, Inc. for environmental services related to the Monterey Pipeline, increasing the not-to-exceed amount by \$9,000. The motion was adopted on a vote of 3 – 0 by Clarke, Evans and Lewis.

4. Declaration of Surplus Assets

On a motion by Evans and second by Clarke, the committee recommended the Board declare the items considered as surplus assets to be either donated or disposed at the Monterey Regional Waste Management District.

5. Consider Converting the Office Specialist II Position to Accounting/Office Specialist and Title Change of Office Services Supervisor to Senior Office Specialist

On a motion by Evans and second by Clarke, the committee recommended the Board authorize the conversion of the Office Specialist II position to Accounting/Office Specialist and associated salary range, and change title of Office Support Supervisor to Senior Office Specialist. The motion was adopted on a vote of 3 – 0 by Evans, Clarke and Lewis.

6. Consider Request for Rebate at the Asilomar Conference Grounds for a Laundry Water Recycling System

On a motion by Evans and second by Clarke, the committee recommended the Board approve a rebate for \$20,000 for WaterCity and recommend to the Board that the recommended Laundry Water Recycling rebate be granted. The motion was adopted on a vote of 3 – 0 by Evans, Clarke and Lewis.

7. Consider Adoption of Treasurer’s Report for March 2017

On a motion by Evans and second by Clarke, the committee recommended that the Board of Directors adopt the March 2017 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 Clarke, Pendergrass and Lewis.

8. Receive and File Third Quarter Financial Activity Report for Fiscal Year 2016-17

On a motion by Clarke and second by Evans, the committee recommended the Board receive and file the Third Quarter Financial Activity Report for Fiscal Year 2016-17. The motion was adopted on a vote of 3 – 0 by Clarke, Evans and Lewis.

9. Consider Approval of Third Quarter Fiscal Year 2016-17 Investment Report

On a motion by Evans and second by Clarke, the committee recommended the Board approve the Third Quarter Fiscal Year 2016-2017 Investment Report. The motion was adopted on a vote of 3 – 0 by Evans, Clarke and Lewis.

Other Business

10. Review Third Quarter Legal Services Activity Report for Fiscal Year 2016-17

This item was presented for informational purposes only. No action was taken by the committee.

11. Review Draft May 15, 2017 Board Meeting Agenda

The committee reviewed the agenda and made no changes.

Adjournment

The meeting was adjourned at 4:20 PM.

ADMINISTRATIVE COMMITTEE

2. CONSIDER EXPENDITURE OF FUNDS FOR A CALIFORNIA DEPARTMENT OF FISH AND WILDLIFE PERMIT APPLICATION FEE FOR THE PHASE 2 AQUIFER STORAGE AND RECOVERY PROJECT.

Meeting Date:	June 12, 2017	Budgeted:	Yes, partially reimbursable
From:	Dave Stoldt, General Manager	Program/ Line Item No.:	Water Supply Projects/ 1-4-1 Water Rights Permits Fees
Prepared By:	Kevan Urquhart, Larry Hampson & Jonathan Lear	Cost Estimate:	\$7,311

General Counsel Approval: N/A

Committee Recommendation: The Administrative Committee reviewed this item on June 12, 2017 and recommended _____.

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

SUMMARY: Water Rights Permit #20808C, issued to the District by the State Water Resources Control Board (SWRCB) for the diversions by Aquifer Storage and Recovery (ASR) Phase 2, has a ministerial formality placed in all appropriative water rights statewide, for the applicant (i.e. District) to consult with the California State Department of Fish and Wildlife (CDFW) and acquire a Lake or Streambed Alteration Agreement (LSAA) for new on-/in-stream facilities, if necessary. Proof of that CDFW permit or a consultation resulting in a determination that one isn't needed, is required by the SWRCB for their records. This fee is required to initiate that administrative review process with CDFW.

BACKGROUND: The District followed this same process in 2008 for the Phase 1 ASR Water Right Permit #20808A. As a result, the CDFW issued what is known as a "No LSAA Needed Letter", and our permit application fees were returned. Unfortunately, CDFW put an expiration date of 2013 on that prior letter, and we have to reapply for another one for Phase 2. We asked CDFW to simply reissue or renew the original "No LSAA Needed Letter", but they want a full reapplication for their administrative record, instead. Nothing has changed in the nature of the ASR project from Phase 1 to Phase 2, and the exact same conditions exist in 2017 to justify a "No LSAA Needed Letter", as occurred in 2008. District staff believe a "No LSAA Needed Letter" remains the appropriate approach, since no construction has ever occurred within the flood plain due to either phase of ASR, so that CDFW has no jurisdiction, as all diversion points are existing California American Water (CAW) wells. The project is also an offset of unpermitted summer diversions out of a fully appropriated season, into the winter period approved for ongoing legal diversions by the SWRCB, and mandated by Water Rights Order 95-10. Thus both the ASR Projects are a net environmental benefit.

RECOMMENDATION: Staff recommends that the Administrative Committee support our recommendation to the District Board to consider spending \$7,311 for the remainder of Fiscal Year 2016-2017 to cover this permit application fee, if it is required by CDFW. The District is very likely to have this fee waived, if no LSAA is issued.

IMPACT TO STAFF/RESOURCES: If CDFW decides to issue a “No LSAA Needed Letter” as it did for ASR Phase 1 in 2008, then the check will be returned and the expense will not be incurred. If they decide to enter into the LSAA development process, then 50% of the fee will be reimbursed by our co-water right holder and project partner, CAW, as part of ongoing project expenses.

CEQA COMPLIANCE: This permit application mandated by the SWRCB is not itself a “project” as defined by CEQA Regulation #15378. The existing ASR project itself was subject to CEQA, and the District complied with CEQA and NEPA, respectively, through producing and filing a combined Environmental Impact Report (EIR) and Environmental Assessment (EA) with the State Clearing House: MPWMD Aquifer Storage and Recovery Project EIR/EA - SCH#2004121065

EXHIBITS

None

ADMINISTRATIVE COMMITTEE

3. CONSIDER CONTRACT WITH CSUMB FOR CARMEL RIVER CROSS SECTION SURVEY AND LARGE WOOD INVENTORY

Meeting Date:	June 12, 2017	Budgeted:	Yes
From:	David J. Stoldt, General Manager	Program/ Line Item No.:	Erosion Protection 2-2-2 Carmel Riverbed Topographic Data
Prepared By:	Larry Hampson	Cost Estimate:	\$20,000

General Counsel Review: N/A

Committee Recommendation: The Administrative Committee reviewed this item on June 12, 2017 and recommended _____.

CEQA Compliance: This action is categorically exempt under California Environmental Quality Act Guidelines section 15306.

SUMMARY: MPWMD has cooperated for several years with the California State University at Monterey Bay (CSUMB) to gather and analyze Carmel River data. The Division of Science & Environmental Policy has provided a proposal attached as **Exhibit 3-A** to gather geomorphic data in the active channel from the Carmel River Reroute to the lagoon. These data will be incorporated into the long-term database the District has developed to monitor and analyze the District's efforts to manage and restore streambank stability, vegetation, and fisheries habitat within the riparian corridor.

RECOMMENDATION: Staff recommends authorizing the General Manager to enter into an agreement with the University Foundation at CSUMB for a not-to-exceed amount of \$19,000. Staff requests an additional \$1,000 in contingency funding for unforeseen conditions. If this item is approved with the Consent Calendar, the General Manager would be authorized to expend up to \$20,000 for this work. This item is contingent on approval of the FY 2017-18 budget.

DISCUSSION: CSUMB students have surveyed the Carmel River for large wood abundance and changes in channel geometry on several occasions since 2003. Observations in January and February 2017 by several people familiar with the watershed showed that rainfall events caused significant slides and debris flows. Flooding, bank erosion, and sediment deposition is evident in the lower 20 miles of the river. Replicating previous survey work will document the changes to the channel from high flows this past winter and will help inform the Los Padres Dam study as well as long-term management of the Carmel River.

California Environmental Quality Act Compliance (CEQA): Guidelines Excerpt 15306. Information Collection

Class 6 consists of basic data collection, research, experimental management, and resource evaluation activities which do not result in a serious or major disturbance to an environmental

resource. These may be strictly for information gathering purposes, or as part of a study leading to an action which a public agency has not yet approved, adopted, or funded.

EXHIBIT

3-A April 28, 2017 PRE-PROPOSAL

file:///U:\staff\Board_Committees\Admin\2017\20170612\03\Item-3.docx



**Division of Science & Environmental Policy
California State University Monterey Bay**

100 Campus Center, Seaside CA 93955-8001

(831)582-4110; FAX:(831)582-4122

28 April 2017

2017 Carmel River Cross Section Survey and Large Wood Inventory

From: Dr. Douglas Smith (CSUMB School of Natural Sciences)

To: Larry Hampson (Monterey Peninsula Water Management District)

Overview

San Clemente Dam was removed in 2015. We propose to document geomorphic changes, shifts in sediment size distributions, and variability in large wood abundance in the second winter runoff following dam removal. We will use benchmarked cross sections, bed material particle counts, and a longitudinal river traverse to collect the data.

The dam removal project is unique in the world because it was designed to produce *de minimis* negative impacts to the downstream reach of river, while providing the ecological benefits of fish passage and the safety benefits of dam removal (Blanco et al., 2013; Boughton et al., 2016). Given that coarse sediment and large wood have not been able to pass the dam for over 90 years, two potential downstream impacts from the dam removal the project include channel-filling sand and gravel deposits and a change in the abundance and size of tree trunks that reach the lower river. Sediment deposits can locally influence flood hazard, and, if fine enough, can degrade spawning habitat. Large wood can improve aquatic habitat, produce bed and bank scour, increase channel roughness, and can impact bridge safety (Beck et al., 2013).

To monitor these potential impacts, CSUMB has established 40 benchmarked river cross sections where we periodically collect topographic data and perform grainsize analysis on the Carmel River (e.g., Chow et al., 2016a; 2017). We have also performed episodic large wood surveys to determine how dynamic the wood abundance is on the Carmel River (Smith and Huntington, 2004; MacCarter et al., 2016, 2017). The most recent cross section surveys and large wood surveys were performed in fall 2016, immediately before the second year of post-dam-removal flows. That work indicated that river flows in the first year after dam removal produced virtually no changes to river cross sections and sediment size distributions, except for gravel and coarse sand deposition within 3.5 km of the former dam location (Chow et al. 2017; 2016a).

This proposal is to fund the second post-dam removal surveys that will document any changes resulting from the high flows (~25 year event) of winter 2017. There might also be Soberanes Fire impacts in the river this year. Fire impacts might include burned wood deposits, carbon-rich floodplain deposits, and excessive mud.

The impacts (or lack of impacts) documented by this project will inform the MPWMD and Carmel Valley residents about continual change (or stability) present in the Carmel River channel.

Deliverables

The deliverables will include two reports and associated data in spreadsheet format. The cross section report will include data for approximately 40 cross sections spanning from below Los Padres Dam to the Crossroads shopping center. The report will be approximately like Chow et al. (2017). It will include the following sections:

- 1) Project background
- 2) Data collection methods
- 3) Presentation of cross section and grainsize analyses in graphs and summary data tables
- 4) Comparison with previous data sets to analyze change occurring before dam removal and as a result of dam removal
- 5) Well organized and annotated data spreadsheet.

The large wood inventory will cover the Carmel River channel from the lagoon to Camp Steffani. Every occurrence of wood larger than 15 cm in diameter and 2 m long will be mapped and described. The report will be approximately like MacCarter et al. (2017). It will include the following sections:

- 1) Project background
- 2) Data collection methods
- 3) Presentation of data in map format, graphs, and in summary data tables
- 4) Comparison with previous data sets to analyze change occurring before dam removal and as a result of dam removal
- 5) Well organized and annotated data spreadsheet.

If flow remains too deep for a complete transect of the river, suitable subsections will be surveyed for wood abundance.

Budget

We propose to complete the work for \$19,000.

These costs include hourly labor for fieldwork and report preparation, benefits, transportation and 20% indirect costs charged by the University Corporation. All materials and survey equipment will be provided by the CSUMB Watershed Geology Lab.

We propose to complete the fieldwork in summer and fall of 2017 before significant runoff of 2018 water year impedes access to the channel. Reports will be completed before February 2018.

Work on this project is contingent upon contracting between the MPWMD and the University Corporation. Bay of this estimate will be required before the formal contract and budget can be finalized and work begun.



Dr. Douglas Smith, Professor
Division of Science and Environmental Policy

References

- Beck E, Geisler E, Gehrke M, Goodmansen A, Leiker S, Phillips S, Rhodes J, Schat A, Snyder A, Teaby A, Urness J, Wright D., Smith, D. 2013. A Survey of Large Wood on the Carmel River: Implications for Bridge Safety Following San Clemente Dam Removal: The Watershed Institute, California State Monterey Bay, Publication No. WI-2013-04, 46 pp.
http://ccows.csUMB.edu/pubs/reports/CSUMB_ENVS660_ClassReport_CarmelWood_131002.pdf
- Blanco, S., Bohlke, B., Crawford, C., David, C., Delay, T., Keefauver, S., Miller, G., Perkins, P., Petruccelli, S., Post, K., Silveus, J., & Smith, D. 2012. San Clemente Dam Removal and Carmel River Reroute Monitoring Plan: Carmel, CA. The Watershed Institute, California State Monterey Bay, Publication No. WI-2012-05, 93 pp.
http://ccows.csUMB.edu/pubs/proj_pubs/2012/ENVS660_Carmel_Monitoring/CSUMB_ENVS660_ClassReport_DamRemovalMonitoring_121128.pdf
- Boughton DA, East A, Hampston L, Kiernan J, Leiker S, Mantua N, Nicol C, Smith D, Urquhart K, Williams T, Harrison L. 2016. Removing a dam and re-routing a river: Will expected benefits for steelhead materialize in Carmel River, California? NOAA Technical Memorandum, NOAA-TM-NMFS-SWFSC-553. US Department of Commerce. Southwest Fisheries Science Center, Santa Cruz, CA. 89 pp.
<https://swfsc.noaa.gov/publications/TM/SWFSC/NOAA-TM-NMFS-SWFSC-553.pdf>
- Chow K., Luna L., and Smith D. 2017. 2016 Post-San Clemente Dam Removal Morphological Monitoring of the Carmel River Channel in Monterey County, California. The Watershed Institute, California State University Monterey Bay, Publication No. WI-2017-01, 58 pp.
http://ccows.csUMB.edu/pubs/reports/CCoWS_CarmelRiverGeomorph2016_1703301.pdf
- Chow K, Fields J, Flores S, Hart K, Kleven A, Luna L, MacCarter L, and Smith D. 2016(a). San Clemente Dam Removal Sediment Impacts: Year One Report. Watershed Institute, California State University Monterey Bay, Publication No. WI-2016-10, 38 pp.
- Chow K., Luna L., Delforge A. and Smith D. 2016(b). 2015 Pre-San Clemente Dam Removal Morphological Monitoring of the Carmel River Channel in Monterey County, California. The Watershed Institute, California State University Monterey Bay, Publication No. WI-2016-01, 50 pp.
http://ccows.csUMB.edu/pubs/reports/CCoWS_CarmelRiverGeomorph2015_160128a.pdf

MacCarter L, Fields J, Smith DP. 2017. Large Woody Debris on the Carmel River from the Dam Keeper's House to Carmel Lagoon, Fall 2016: Watershed Institute, California State University Monterey Bay, Publication No. WI-2017-03, 27 pp.
http://ccows.csumb.edu/pubs/reports/CCoWS_CarmelLWD_2016Report_170307a.pdf

MacCarter, L., Fields, J., Smith, D.P. 2016. Large Woody Debris on the Carmel River from Camp Steffani to the Carmel Lagoon, Fall 2015: Watershed Institute, California State University Monterey Bay, Publication No. WI-2016-05, 25 pp.
http://ccows.csumb.edu/pubs/reports/CCoWS_CarmelLWD_2015Report_160228.pdf

ADMINISTRATIVE COMMITTEE

4. CONSIDER APPROVAL OF CONTRACT WITH BALANCE HYDROLOGICS, INC. FOR DESIGN OF LOWER SAN CARLOS RESTORATION PROJECT

Meeting Date:	June 12, 2017	Budgeted:	Yes
From:	David J. Stoldt General Manager	Program/ Line Item No.:	Erosion Protection 2-2-1-a
Prepared By:	Larry Hampson	Cost Estimate:	\$56,500

General Counsel Approval: N/A

Committee Recommendation: The Administrative Committee reviewed this item on June 12, 2017 and recommended _____.

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

SUMMARY: Staff proposes to enter into an agreement with Balance Hydrologics, Inc. for analysis and design of the Lower San Carlos Restoration Project in the Carmel River channel downstream of Rancho San Carlos Road Bridge. Significant streambank erosion occurred during February 2017 storms that produced high flows. Work would include analysis of flooding, shear stress analysis, and design bank stabilization work along about 400 feet of the river channel.

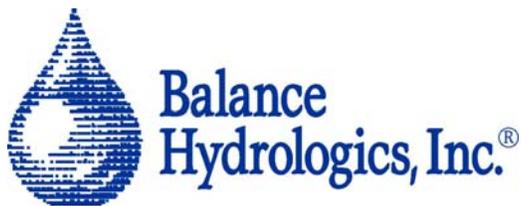
RECOMMENDATION: Authorize the General Manager to enter into an agreement with Balance Hydrologics, Inc. to provide design services for a not-to-exceed amount of \$56,500. Approval of this item is contingent upon approval of the Fiscal Year 2017-18 budget presented at the June 19, 2017 meeting.

DISCUSSION: The reach of the river downstream of Rancho San Carlos Road has been subject to instability and minor erosion for several years. High flows in February 2017 eroded the south bank and removed several large cottonwoods from a 400-foot long portion of the river in one of the last remaining mature riparian forest areas along the river. Future high flows could destabilize the area downstream, which would threaten homes on the north side of the river and Hacienda Carmel, a retirement community with about 300 units.

IMPACT TO STAFF/RESOURCES: Funds for this project are included in the FY 2017-18 budget under "Protect Environmental Quality," line item 2-2-1-A Work at lower San Carlos Restoration Project, Account 35-03-789590.

EXHIBIT

4-A Balance Hydrologics, Inc. proposal dated June 2, 2017



800 Bancroft Way • Suite 101 • Berkeley, CA 94710 • (510) 704-1000
224 Walnut Avenue • Suite E • Santa Cruz, CA 95060 • (831) 457-9900
PO Box 1077 • Truckee, CA 96160 • (530) 550-9776
www.balancehydro.com • email: office@balancehydro.com

June 2, 2017

Mr. Thomas Christensen
Riparian Projects Coordinator
Monterey Peninsula Water Management District
P.O. Box 85
Monterey, California 93942

RE: Streambank restoration design on the Carmel River downstream of the Rancho San Carlos Road Bridge, Monterey County, California

Dear Mr. Christensen:

Thank you again for extending Balance Hydrologics the opportunity to provide a scope of work for the streambank restoration design on the Carmel River just downstream of the Rancho San Carlos Road Bridge in Monterey County, California. We understand that high flow events during the winter of 2017 caused a significant failure of the left bank, and that there is an immediate need to prevent further property loss and possible channel avulsion during future high flow events. We also understand that ongoing erosion of the right bank is of concern to you. As you know, Balance staff have extensive experience in the Carmel River watershed, including both restoration planning and design and FEMA floodplain modeling; we believe we can leverage that past work to contribute meaningfully to a prompt assessment and design solution in an expedited manner.

We fully understand the need for the work to progress efficiently, with the initial objective of a bid package by early July of this year so construction might proceed in the fall. This requires a focused work plan to address a range of design issues. This letter discusses our proposed scope of services beginning with the technical approach and specifics of the work plan, followed by the associated budget and timeline.

Technical Approach

Our technical approach will be to provide focused geomorphic and hydraulic assessments with the goal of identifying the dimensions and configurations of a bank stabilization treatment that maximizes the functions and values of the creek corridor at the site. This strategy will help secure the support of regulatory agencies, thereby minimizing the potential for schedule delays.

Mr. Thomas Christensen
June 2, 2017
Page 2

The geomorphic assessment will be based on limited stream reconnaissance at the site, our past experience in this watershed, established geomorphic relationships, and District staff's understanding of river behavior. The overarching goal will be to identify the key geomorphic processes leading to the bank failures, so the design may acknowledge these processes to the extent possible.

Hydraulic engineering support will be largely based on the effective FEMA model for the Carmel River, which we currently have on file. We anticipate demonstrating that the design will not adversely affect flood hydraulics by not reducing the cross sectional area beyond what is documented by the effective FEMA model. The hydraulic model will also be used to extract parameters to inform other design calculations, for instance, ultimate depth of bend scour and log/boulder stability.

The geomorphic and hydraulic analyses will ultimately inform the design for the bank stabilization treatments. The treatments will address erosion along roughly 400 feet of the left bank and 75 feet of the right bank of the Carmel River just downstream of the Rancho San Carlos Road Bridge. The goals of the treatments are to:

- Provide long-term stability of the banks to withstand fluvial forces up to the 50-year event;
- Acknowledge the geomorphic setting and dominant geomorphic processes;
- Maintain the prevailing flood patterns and hydraulics;
- Facilitate smooth agency review and bidding with a straightforward design; and
- Provide an aesthetically-pleasing and fish-friendly solution.

A bid package will be prepared to convey the final design, and will be accompanied by a design basis memo to provide technical documentation on how the project meets the above goals.

Work Plan

Task 1. Backgrounding and Field Reconnaissance. We will review the available background information for the site to begin forming our understanding of the project site. Balance staff will then conduct a one-day field reconnaissance to address gaps in the background information, and begin formulating design concepts.

Task 2. Design Development. We understand that you presented rock vanes as the bank stabilization treatment in your project description letter to the USACE, but are open to other means of stabilizing the banks. Following Task 1, Balance will prepare up to three design alternatives to present to MPWMD staff. Given the fast-paced project schedule, we will forego a formal alternatives analysis, and instead will present the alternatives during a conference call, utilizing standard details we have on file and rough sketches as necessary. This task assumes a consensus on how to proceed with the design will be reached within one day of the call so we may move forward with subsequent tasks.

Task 3. Technical Analyses. A number of technical analyses will be needed to test the design against the project goals. This includes applying the effective FEMA HEC-RAS model to assess how the design will affect hydraulics, estimate bend scour, and evaluate shear stress along the bank treatments. We will convert the existing one-dimensional HEC-RAS model into a two-dimensional model (for the project

Mr. Thomas Christensen
June 2, 2017
Page 3

reach only) if we find that more detailed output would better serve the design. Under this task we will also complete geomorphic analyses to estimate bankfull stage and width, sediment entrainment thresholds, and channel evolution trajectories.

Task 4. 100% Bid Package. Balance will prepare construction drawings for the preferred bank stabilization treatment in accordance with local, state, or federal standards applicable to the project site. The drawings will be prepared at an appropriate scale to communicate the physical relationships of the various features. We expect to locate the features and other improvements by way of a continuous baseline and station point system. The construction drawings will be prepared using AutoCAD on Arch D size (22" x 34") sheets in English units. The 100% design plans will be finalized and stamped by a California-registered Professional Civil Engineer. When completed, the plans will be of sufficient detail for bidding and construction, and are anticipated to include the following:

- Cover sheet with sheet index and location map (1 sheet);
- General notes and legend of symbols and abbreviations (1 sheet);
- Site access, staging, erosion control, and dewatering plan (1 sheet);
- Site plan views with staking information (up to 2 sheets at 1" = 40' or finer scale);
- Detail, cross section, profile, and elevation views as needed; detailed notes on material specifications and installation procedures will be provided on the sheets in lieu of separate technical specifications (up to 2 sheets); and
- Summary of materials quantities.

Budget has been allotted for two submittals: draft and final bid package. The draft bid package will be submitted to you for review and comment no later than four (4) business days prior to the final bid package delivery date (early July, precise date to be determined). We ask that you respond to Balance with your comments on within 48 hours of receipt of the draft package.

As a component of all design submittals, Balance staff will perform our standard Quality Assurance / Quality Control process (QA/QC) on all documents submitted. This involves a Level 1 Review where a Checker (who is not associated with the project) reviews the plans and cost estimate, and then discusses potential design issues with the Designer and Stamping Registered Civil Engineer. After changes are discussed and implemented, the Checker performs a Level 1 Back Check to verify that the identified issues are addressed, and that the submittal satisfies Balance's quality standards. The entire review process is documented and archived.

Task 5. Design Basis Memo. Balance will prepare a focused Design Basis Memo (DBM) summarizing the geomorphic metrics and basis for hydraulic design of the bank stabilization treatment. The results of technical analyses conducted under Task 3 will be summarized in the DBM. We have found that a comprehensive DBM is the most efficient way to convey to the design team, regulatory agency staff, and other pertinent stakeholders the work that was completed and the findings and recommendations that frame the design. The DBM will be delivered within one week of the 100% bid package.

Task 6. Project Management and Meetings. A modest amount of time is reserved for internal project management tasks, and regular email and phone coordination with MPWMD staff on project updates. We have also allotted time to participate in up to two conference calls with agency staff (to be scheduled

Mr. Thomas Christensen
June 2, 2017
Page 4

at your direction), and to assist you with up to three requests for information (RFIs) during the bidding period.

Assumptions

In addition to the assumptions mentioned throughout the work plan, this scope of work and budget assumes the following:

- Topographic survey will be completed by Whitson Engineers, and delivered in CAD format to Balance in State Plane grid coordinates no later than June 16, 2017. The survey will be of suitable quality for use as the design basemap.
- Planimetric data for the basemap (e.g. property lines, roads, utility locations)—if not provided by Whitson—will be provided by MPWMD.
- No permitting assistance (e.g. quantities or application preparation) beyond the two budgeted conference calls.
- Construction assistance and oversight is not included; Balance is available to provide this service under a separate scope should you wish.
- Disturbed areas requiring revegetation will be identified with polygons in the bid package, and MPWMD will develop the technical specification for the revegetation treatment.
- Machinery will be allowed in the active channel during construction.
- No quantitative analysis of impacts to aquatic habitat.
- A Stormwater Pollution Protection Plan (SWPPP) is not required.
- Technical specifications will not be included. Implementation and General Notes will be provided on the plan sheets.

Estimated Budget and Timeline

The anticipated cost for completing the above work plan is summarized in the attached Tables 1 and 2. We would suggest billing on a time and materials basis not to exceed the grand total shown on Table 1 without your prior authorization. As part of this project budget, we have included a 10-percent contingency, to be used only with written authorization from MPWMD, so that we may rapidly respond to unforeseen circumstances, should they arise.

Staff schedules can be adjusted to begin work immediately upon formal authorization to proceed. We understand the expedited nature of the work to meet the aggressive schedule for the bank stabilization. The work described up to and including Task 4 can be completed by early July 2017.

Mr. Thomas Christensen
June 2, 2017
Page 5

Closing

Thank you again for requesting this scope of services. The work would be very much in line with our expertise, and we truly appreciate the opportunity to contribute to this exciting project in a prompt and efficient manner.

Please do not hesitate to contact Balance if you have any questions or comments related to this scope or the work approach suggested.

Sincerely,

BALANCE HYDROLOGICS, Inc.



Peter Kulchawik, P.E.
Civil Engineer/Hydrologist



Edward Ballman, P.E.
Principal Engineer

Enclosures: Tables 1 and 2

Table 1. Anticipated Staff Hours by Task
217107 Streambank restoration design on the Carmel River downstream of the Rancho San Carlos Road Bridge

Task Number and Description	Principal	Senior Professional	Project Professional	Sr. Staff Professional	Staff Professional	Assistant Professional	Junior Professional	GIS/CADD Senior Analyst	GIS/CADD Analyst	GIS/CADD Assistant Analyst	Sr. Proj Admin	Report Specialist	Labor Costs For Task
	Hourly Rate	\$200	\$180	\$165	\$155	\$130	\$115	\$105	\$125	\$110	\$100	\$95	
	EB/JO			PK	MM				BT		RB	TJC	
Task 1. Backgrounding and Field Reconnaissance	20			24	20								\$10,320
Task 2. Design Development	6			8	2				4				\$3,140
Task 3. Technical Analyses	12			40	20								\$11,200
Task 4. 100% Bid Package	16			48					40				\$15,040
Task 5. Design Basis Memo	8			12	20							2	\$6,220
Task 6. Project Management and Meetings	8			16							8		\$4,840
Subtotal Hours	70			148	62				44		8	2	
Total Hours													
Notes:													
													TOTAL LABOR \$50,760.00
													Expenses from Table 2 \$600.00
													Contingency from Table 2 \$5,136.00
													GRAND TOTAL \$56,496.00

Table 2. Estimated Costs**217107 Streambank restoration design on the Carmel River downstream of the Rancho San Carlos Road Bridge**

Professional Fees	Rate	Hours	Allocation	
Sr. Principal	\$235	0	\$0.00	
Principal	\$200	70	\$14,000.00	
Senior Specialist	\$185	0	\$0.00	
Senior Professional	\$180	0	\$0.00	
Project Professional	\$165	0	\$0.00	
Senior Staff Professional	\$155	148	\$22,940.00	
Staff Professional	\$130	62	\$8,060.00	
Assistant Professional	\$115	0	\$0.00	
Junior Professional	\$105	0	\$0.00	
GIS/CADD Senior Analyst	\$125	0	\$0.00	
GIS/CADD Analyst	\$110	44	\$4,840.00	
GIS/CADD Assistant Analyst	\$100	0	\$0.00	
Senior Project Administrator	\$95	8	\$760.00	
Senior Report Specialist	\$85	0	\$0.00	
Report Specialist	\$80	2	\$160.00	
Hydrologic Technician	\$80	0	\$0.00	
Labor Subtotal (Table 1)			\$50,760.00	
Expenses				
Direct Expenses				
Mileage	500	miles @	\$0.60	\$300.00
Mileage, 4-Wheel Drive*		miles @	\$0.63	\$0.00
Vehicle Rental		@		\$0.00
Equipment Costs		@		\$0.00
Reimbursable Costs				
Other Travel, Subsistence				\$100.00
Express Mail, Deliveries				\$50.00
Maps and Aerial Photos				\$0.00
Outside Copying, Blueprint				\$0.00
Outside Consultants				\$0.00
Analytical Laboratory Fees				\$0.00
Materials and Supplies				\$50.00
Permits, Licenses or Agency Inspection fees		<i>client responsibility</i>		\$0.00
Printing ⁺				\$100.00
Other				\$0.00
Expenses Subtotal			\$600.00	
ESTIMATED TOTAL			\$51,360.00	
Contingency			\$5,136.00	
TOTAL w/ CONTINGENCY			\$56,496.00	
<i>Notes</i>				

* 4WD rates apply only if required by site conditions. See Balance policy re 4WD.

+Plotting costs vary according to complexity of design

Project-related expenses will be bill at cost plus 10%; including work by outside consultants and analytical or testing laboratories.

ADMINISTRATIVE COMMITTEE

5. CONSIDER APPROVING AMENDMENT NO. 1 TO AGREEMENT WITH REGIONAL GOVERNMENT SERVICES AUTHORITY FOR MANAGEMENT AND ADMINISTRATIVE SERVICES

Meeting Date:	June 12, 2017	Budgeted:	Yes
From:	David J. Stoldt, General Manager	Program/ Line Item No.	Professional Fees
Prepared By:	Suresh Prasad	Cost Estimate:	\$70,000

General Counsel Review: N/A

Committee Recommendation: The Administrative Committee reviewed this item on June 12, 2017 and recommended _____.

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

SUMMARY: With the 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 and will end on June 30, 2017.

Based on current experience for the past six months, staff recommends extending the services of RGS for another year for a not-to-exceed price of \$70,000. This amendment will be from July 1, 2017 to June 30, 2018, attached as **Exhibit 5-A**.

RECOMMENDATION: District staff recommends authorizing the General Manager or the Administrative Services Manager/CFO to sign Amendment No. 1 to the existing Agreement with RGS to provide management and administrative services for an amount not to exceed \$70,000. Funds to cover this Amendment will come from savings by not hiring a full-time Human Resources Analyst. Approval of this expenditure is contingent upon adoption of the Fiscal Year 2017-2018 budget.

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

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

RGS has been providing services to the District since December 12, 2016, and the existing Agreement is anticipated to remain in force through June 30, 2017. RGS will assign RGS employees to serve as the Human Resources Advisor(s) to the District and will provide support by performing District's human resources management practices, policies and systems and by providing ongoing weekly Human Resources Management services.

EXHIBIT

5-A Agreement for Management and Administrative Services

file:///U:\staff\Board_Committees\Admin\2017\20170612\05\Item-5.docx



**AMENDMENT NO. 1 TO AGREEMENT FOR MANAGEMENT
AND ADMINISTRATIVE SERVICES FOR CONTINUATION OF SERVICES**

This document constitutes the Continuation of Services Amendment No. 1 entered into as of the 12th day of April, 2017, to the Management and Administrative Services Agreement entered into as of the 20th day of December, 2016 by and between the Monterey Peninsula Water Management District, hereinafter called "Agency", and Regional Government Services Authority, hereinafter called "RGS".

RECITALS

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

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

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

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

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

Dated: _____

Monterey Peninsula Water Management
District

Dated: _____

REGIONAL GOVERNMENT SERVICES
AUTHORITY

Suresh Prasad

Richard H. Averett, RGS, Executive
Director

EXHIBIT A

The extension of the current services will be effective starting July 1, 2017, and this agreement is anticipated to remain in force through June 30, 2018, unless extended by mutual consent of both parties.

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

RGS STAFF

CLASSIFICATION	HOURLY RATE*
Sr. Human Resources Advisor	\$130
Human Resources Advisor	\$107
Technical Specialist	\$82

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

The cost of services estimate is amended to not exceed seventy thousand dollars (\$70,000).

ADMINISTRATIVE COMMITTEE

6. CONSIDER EXPENDITURE TO CONTRACT FOR A LIMITED-TERM PROJECT MANAGER IN THE PLANNING AND ENGINEERING DIVISION DURING FY 2016-2017

Meeting Date:	June 12, 2017	Budgeted:	Yes, partially reimbursable
From:	David J. Stoldt, General Manager	Program/ Line Item No.:	Water Distribution Permitting 2-8-1 and 2-8-6
Prepared By:	Suresh Prasad	Cost Estimate:	\$20,000

General Counsel Approval: N/A

Committee Recommendation: The Administrative Committee reviewed this item on June 12, 2017 and recommended _____.

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

SUMMARY: The Planning and Engineering Division has employed a limited-term Project Manager since January 2016 to provide training to Water Demand Division staff on the Water Distribution System permit process, as well as for providing assistance to the public regarding more complex permits. The need for this training and support will continue in FY 2017-2018. Additionally, the limited-term employee is needed to complete the Planning and Engineering file room reorganization project that involves going through file cabinets and determining those documents that will be selected to be converted digital format, streamlining the reference process and eliminating unnecessary and redundant materials. The contract would be for up to 357 hours at \$50.22 per hour. The limited-term employee would not receive any benefits, other than those mandated by state and federal law.

RECOMMENDATION: Authorize the expenditure of funds to hire a limited-term Project Manager for up to 357 hours of work from July 1, 2017 through June 30, 2018. Approval of this item will be contingent upon final adoption of the FY 2017-2018 budget.

IMPACTS TO STAFF/RESOURCES: The cost to the District for the limited-term contract described above would not exceed \$20,000. Funding for this position is included in the proposed FY 2017-2018 budget. Some of the work on water distribution system permits would be reimbursable from the applicants.

EXHIBIT

None

ADMINISTRATIVE COMMITTEE

7. CONSIDER EXPENDITURE FOR TEMPORARY AGENCY EMPLOYEE TO ASSIST WITH DATA MIGRATION DURING FY 2017-2018

Meeting Date:	June 12, 2017	Budgeted:	Included in Proposed FY 2017-2018 Budget
From:	David J. Stoldt, General Manager	Program/ Line Item No.:	Temporary Personnel 26-05-712000
Prepared By:	Stephanie Locke	Cost Estimate:	\$42,135

General Counsel Approval: N/A

Committee Recommendation: The Administrative Committee reviewed this item on June 12, 2017 and recommended _____.

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

SUMMARY: As part of the water demand database project, all paper documents in the Water Demand Division were scanned and uploaded into the District's computer system by a temporary worker employed by a local staffing agency. This information is now being moved into the database itself. The process, known as data migration, is a necessary component to digitizing all records, which has and continues to be a significant District investment. In addition to data migration of permit and conservation related documents and data, there is also an effort underway to digitize records, plans, and maps related to Wells and Water Distribution Systems so they are accessible from any computer and eventually electronically accessible to the public.

The cost of a temporary agency employee at \$21.28 per hour for 1,980 hours would be \$42,135. The FY 2017-2018 budget includes \$42,135 for temporary help for this effort.

RECOMMENDATION: Authorize the expenditure of funds for a local staffing agency to provide an individual, or successive individuals if necessary, to perform data migration duties for 1,980 hours from July 1, 2017 through June 30, 2018. Approval of this item will be contingent upon adoption of the FY 2017-2018 budget. Approval of this item will be contingent upon adoption of the FY 2017-2018 budget by the District Board.

BACKGROUND: The Windows-based database contains more than 32,000 individual property files that have multiple associated data and documents compiled by the District. Data includes information relevant to transfers of title, water fixtures and uses, rebates issued, water credits and permits, rationing, etc. Data migration from multiple sources into the database is a critical component for its success. It must be done prior to conducting inspections or issuing Water Permits or Rebates, and is necessary for enforcement of the District's Rules and Regulations. Data migration requires an average of 45 minutes per file, depending on the extent of information available.

The assistance of a temporary worker allows District staff to efficiently conduct their regular daily tasks of inspections, walk-in traffic, phone calls and essential follow-up. Since 2012, with the assistance of a temporary worker, staff estimates that approximately 85% of files in the Water Demand Division have been migrated into the database. Each file contains an average of 8 documents.

EXHIBITS

None

ADMINISTRATIVE COMMITTEE

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

Meeting Date:	June 12, 2017	Budgeted:	Yes
From:	David J. Stoldt, General Manager	Program/ Line Item No.	Professional Fees
Prepared By:	Suresh Prasad	Cost Estimate:	\$35,000

General Counsel Review: N/A

Committee Recommendation: The Administrative Committee reviewed this item on June 12, 2017 and recommended _____.

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

SUMMARY: With resignation of the District's GIS Specialist, there is 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.

An agreement for GIS professional services (**Exhibit 8-A**) has been prepared by Lynx Technologies for Board review. If approved, this agreement will be effective from July 1, 2017 to June 30, 2018.

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 same company 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. Funds to cover for this Agreement will come from savings by not hiring a full-time GIS Specialist. The approval of this item is contingent upon the adoption of FY 2017-2018 budget by the Board.

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

Lynx Technologies will serve as a consultant for GIS services to provide support for the District on a part-time, continuous basis and will provide onsite office hours of one eight-hour day per week.

The agreement with Lynx Technologies will be from July 1, 2017 to June 30, 2018. After which, these services may continue on a month-to-month basis. Lynx Technologies will assign an employee to serve as the GIS consultant to the District and will provide support by performing

the District's GIS services on an ongoing basis. Details of these functions being performed by Lynx Technologies are included in Scope of Services part of the agreement (attached as **Exhibit 8-A**).

EXHIBIT

8-A GIS Professional Services Agreement

file:///U:\staff\Board_Committees\Admin\2017\20170612\08\Item-8.docx

March 3, 2017

Mr. Suresh Prasad
Chief Financial Officer
Monterey Peninsula Water Management District
5 Harris Court, Bldg G
Monterey, CA 93940
(831) 658-5614
suresh@mpwmd.net



Re: GIS Professional Services Agreement

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 (MPWMD). 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 term of this agreement will be for one year with a one year extension. The labor rate will be fixed at \$65 per hour throughout the contract period.

Staffing levels will be determined by task and on an as-needed basis and time sensitivity. In addition, Lynx will dedicate one staff member onsite on a regular basis. Currently MPWMD have an expressed interest in weekly onsite staff and Lynx will commit up to 8 hours per week.

The total estimated period for the current period, July 1, 2017 through June 30, 2018 (12 months) is not expected to exceed \$35,000.

Discussion

Lynx Technologies conducted a brief analysis of the District’s existing system between December 2016 and February 2017. This included a round table discussion with MPWMD staff engineers and scientists that use GIS, interviews with senior management and the IT Manager. We also spent a limited amount of time reviewing the existing data and applications currently in use. This discovery period provided insight into the overall nature of GIS and how it is being applied.

We found that the District is filled with a highly skilled and enthusiastic team that routinely use ArcGIS Desktop. They are experts in their field and apply GIS to solve problems as needed and consequently will often need GIS help to complete some analysis or GIS tool or process. MPWMD is also very data-rich with over 7 terabytes of GIS content. This data is in a variety of formats, none of it is in an Enterprise Geodatabase. Finally, we looked at the existing application suite employed at the District. ESRI’s ArcGIS Desktop Standard edition release 10.3 is the core tool used by staff for GIS. In addition, Microsoft Access is used by several staff and at least 2 critical business needs

are supported using this software. There are several additional excellent applications including ESRI's extensions 3D Analyst and Spatial Analyst, XTools, TerraGo, and L360. At this time it is unclear how frequently these tools are utilized.

Web Technologies and mobile applications i.e. the ability to present GIS data using browser based applications over the internet, is an expressed interest for many MPWMD staff members. The District operates ESRI's ArcGIS Server for Workgroups and Latitude Geographic's Geocortex Essentials for one application. ESRI's ArcGIS Online and Open Data portals are not in use at the District.

Scope of Services

The purpose of this agreement is to provide support for the District's Geographical Information System. The scope of services will fall into 2 broad categories, first specific projects or tasks based our findings analyzing the existing GIS, secondly, unscheduled as-needed support for MPWMD staff; this category will have priority over the first. These responsibilities will vary but may involve any of the roles listed or related below:

- High availability to support ArcGIS related questions and problem solving. This will include onsite staff one day per week, telephone support, and web-based screen sharing sessions. In general support questions are to be addressed by Lynx staff in the same day as the request, even if it means arranging another time or dedicated screen sharing session. This is a critical need, if the primary Lynx staff is not available a second and third staff person will be available and their contact information shared with all MPWMD staff.
- ArcGIS Training. These may be one-one sessions or group sessions and will be driven by MPWMD staff. In other words, if a specific task that a MPWMD staff person wants training for that training can be dedicated to one or opened up to all interested staff members. How to georeference drawing files or raster images is one example.
- Create ArcGIS Templates and other help-related documents. During one of our discussions it was clear that a point of frustration for staff is finding data, understanding the data's history and level of reliability, another is that it is often a very time consuming process to build a map for a time sensitive deadline. Lynx will build a series of project templates for ArcGIS that can be centralized so that they are readily available to staff.
- Base feature layer maintenance including parcels, street addresses, and associated assessor's tables. We will coordinate with the County GIS, Public Works/Engineering and Assessors Offices to collect data, and test the system for geometry and attribute updates on a 45-day cycle. This workflow will improve the accuracy and confidence level to support business decisions.
- Ad hoc GIS analysis and/or prepare presentation materials as needed.

- Collect, capture or convert data for GIS. For example, staff could be assigned to go through engineering data to infill missing data, or there may be a special project that city staff requires a GIS technician in which significant interaction is required.
- Field work as required, this may include field inspection such as help with Well and stream data collection, using our high precision GPS equipment.

Long Term Tasks

The following recommended tasks are derived from our evaluation of the District's existing GIS architecture and will help improve the system and provide more opportunity to integrate GIS with MPWMD business practices. Note that these tasks are big projects, require participation with District staff and will take a significant amount of time to implement. Consequently we have proposed that it will be implemented as time is available.

- Restructure the GIS data and migrate the current file-based system into an Enterprise GIS. Lynx will propose a basic system architecture based on MS SQL Server 2012 (Database structure, Version and Replication models). All vector and raster GIS data will be migrated into several ArcSDE/SQL databases. The task will include an inventory of existing data, identifying duplicated layers, archiving unused legacy files. In some cases (e.g. NAIP Imagery) data currently stored at MPWMD will be removed and replaced with Web Services.
- Standardization, Data Modeling and Documentation. This task would upgrade layers and tables, by implementing current geodatabase technologies (domains, subtypes, relationships, feature-linked annotation, topologies, networks) and naming conventions, assign data ownership, implement record-level metadata, and document all layers using FGDC standards. This effort will make it easier for people who do not use the GIS all the time to access the data and provide information about the history, accuracy and currency of the data. Feature metadata is also required in order to share the data with other users in a cloud environment.
- Web development within the ArcGIS Server/Geocortex and ArcGIS Online frameworks. The current system is an excellent environment to share spatial data with non-GIS users throughout the organization. It is also the new paradigm for the GIS industry. We propose to upgrade the environment to the current release(s), migrate the Web Viewer from Silverlight to HTML5 and dramatically expand the environment so that anyone in the organization can get answers to common questions like: 1) parcel information (owner, address, paid fees and

taxes), 2) printing a map, 3) boundary information and 4) Well and Biological data.

As the system matures we recommend that MPWMD considers expanding the web environment to include access for the public and mobile applications. This will require discussion but a couple of examples have already been solicited by staff. For example, with the ArcGIS Online Data Collector app, field staff would be able to use the GIS out in the field to view, collect and modify data.

Project level work outside of the ‘normal’ scope of services provided above will be billed on a specific scope of services and fixed price fee based on the following rate schedule:

Project Manager: \$150/hr.
Senior Analyst/Developer: \$125/hr.
GIS 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. 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

9. CONSIDER APPROVAL OF CONTRACT WITH TOWILL, INC. FOR AERIAL PHOTOGRAPHY OF THE CARMEL RIVER

Meeting Date:	June 19, 2017	Budgeted:	Yes
From:	David J. Stoldt General Manager	Program/ Line Item No.:	Erosion Protection 2-1-5
Prepared By:	Thomas Christensen	Cost Estimate:	\$30,000

General Counsel Approval: N/A

Committee Recommendation: The Administrative Committee reviewed this item on June 12, 2017 and recommended _____.

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

SUMMARY: Staff proposes to enter into an agreement with Towill Inc. for aerial photography of the Carmel River from the Pacific Ocean to Los Padres Reservoir. Aerial photography is useful for tracking changes in the river corridor especially related to high flows and erosion. It can also be used as a baseline when enforcing District rules and regulations.

RECOMMENDATION: Authorize the General Manager to enter into an agreement with Towill Inc. to provide aerial photography for a not-to-exceed amount of \$30,000. Approval of this item is contingent upon approval of the Fiscal Year 2017-18 budget presented at the June 19, 2017 meeting.

DISCUSSION: Aerial photography of the Carmel River corridor from the Pacific Ocean to San Clemente Dam has been carried out on an annual basis since 1983. This is a permit condition associated with Cal-Am's Four Well Agreement with Monterey County and the District. The purpose of this photography is to document changes in riparian vegetation associated with groundwater extraction for the community's water supply. It is also useful to track changes after high flow events which occurred last winter. One such change is the erosion that occurred downstream of Rancho San Carlos Road Bridge. Last year Cal-Am tried to use a drone to carry out the aerial photography. However, the quality of the data was not consistent with the long term data set. The District has decided the best approach is to carry out the aerial photography using the standard methods under the Mitigation Program.

IMPACT TO STAFF/RESOURCES: Funds for this project are included in the FY 2017-18 budget under "Riparian Mitigations," line item 2-1-5 Carmel River Annual Aerial Photography, Account 24-03-787022.

EXHIBIT

9-A Proposal dated May 3, 2017



May 3, 2017

Mr. Thomas Christensen
 Riparian Projects Coordinator
 Monterey Peninsula Water Management District
 Post Office Box 85
 Monterey, CA 93942-0085

Re: Aerial Photography for the Carmel River, Monterey County, CA

Dear Mr. Christensen:

In response to your request, Towill submits the following proposal to provide aerial photography for the Carmel River from the Pacific Ocean to San Clemente Reservoir, approximately 19 miles in Monterey County, California. As an option, the photography will continue an additional 7 miles further east to the Los Padres Reservoir, for a total of approximately 26 miles.

We are proposing three options for this project. **Option 1** will consist of aerial photography roughly centered on the river channel with approximate georeferencing of the images. **Option 2** will consist of aerial photography of the river channel and include the production of orthophotography for a corridor 1000' either side of the approximate centerline of the river. **Option 3** would emulate Option 2 with the addition of airborne LiDAR data collected simultaneously with the aerial photography. All of these options will have associated costs for the two coverage limits – Pacific Ocean to San Clemente Reservoir or Pacific Ocean to Los Padres Reservoir. The following tables contain our understanding of the project specifications and major details related to our approach for each of the options:

Option 1 – Pacific Ocean to San Clemente Reservoir

Imagery Bands:	Natural Color (RGB)
Nominal GSD of Photography:	7.5 cm (0.25')
Number of Flight Lines:	7
Number of Exposures:	114
Photo Centers:	Approximate photo center locations determined by Airborne GPS collected at time of flight, reported in California State Plane Coordinates, Zone 4, US Survey Feet.
Photo Orientation:	Approximate TFW and JGW provided for each exposure.
Image Format:	Uncompressed TIFF and JPEG
AutoCAD Delivery:	Project flight plan with final photo center locations.
Fee	\$10,000

Option 1 – Pacific Ocean to Los Padres Reservoir

Imagery Bands:	Natural Color (RGB)
Nominal GSD of Photography:	7.5 cm (0.25')
Number of Flight Lines:	9
Number of Exposures:	156
Photo Centers:	Approximate photo center locations determined by Airborne GPS collected at time of flight, reported in California State Plane Coordinates, Zone 4, US Survey Feet.
Photo Orientation:	Approximate TFW and JGW provided for each exposure.
Image Format:	Uncompressed TIFF and JPEG
AutoCAD Delivery:	Project flight plan with final photo center locations.
Fee	\$12,000.00



Mr. Thomas Christensen
Monterey Peninsula Water Management District

Page 2 of 4
Carmel River 2017

Option 2 – Pacific Ocean to San Clemente Reservoir

Imagery Bands:	Natural Color (RGB)
Nominal GSD of Photography:	7.5 cm (0.25')
Number of Flight Lines:	9
Number of Exposures:	265
Orthophotography:	0.5' GSD (ground sample distance)
Georeferencing of Imagery:	Airborne GPS and IMU acquired at time of photography processed through Aerotriangulation
Image Format:	Uncompressed TIFF and JPEG
AutoCAD Delivery:	Project flight plan with final photo center locations.
Fee	\$25,000.00

Option 2 – Pacific Ocean to Los Padres Reservoir

Imagery Bands:	Natural Color (RGB)
Nominal GSD of Photography:	7.5 cm (0.25')
Number of Flight Lines:	13
Number of Exposures:	374
Orthophotography:	0.5' GSD (ground sample distance)
Georeferencing of Imagery:	Airborne GPS and IMU acquired at time of photography processed through Aerotriangulation
Image Format:	Uncompressed TIFF and JPEG
AutoCAD Delivery:	Project flight plan with final photo center locations.
Fee	\$30,000.00

Option 3 – Pacific Ocean to San Clemente Reservoir

Imagery Bands:	Natural Color (RGB)
Nominal GSD of Photography:	7.5 cm (0.25')
Mean LiDAR Point Spacing:	4 points per square meter
Orthophotography:	0.5' GSD (ground sample distance)
Georeferencing of Imagery:	Airborne GPS and IMU acquired at time of photography processed through Aerotriangulation
Image Format:	Uncompressed TIFF and JPEG
AutoCAD Delivery:	Project flight plan with final photo center locations.
LiDAR Delivery:	LAS format tiles of the LiDAR Data
Fee	\$30,000.00

Option 3 – Pacific Ocean to Los Padres Reservoir

Imagery Bands:	Natural Color (RGB)
Nominal GSD of Photography:	7.5 cm (0.25')
Mean LiDAR Point Spacing:	4 points per square meter
Orthophotography:	0.5' GSD (ground sample distance)
Georeferencing of Imagery:	Airborne GPS and IMU acquired at time of photography processed through Aerotriangulation
Image Format:	Uncompressed TIFF and JPEG
AutoCAD Delivery:	Project flight plan with final photo center locations.
LiDAR Delivery:	LAS format tiles of the LiDAR Data
Fee	\$35,000.00



Mr. Thomas Christensen
Monterey Peninsula Water Management District

Page 3 of 4
Carmel River 2017

Optional Ground Control

For an additional fee, approximately 10 ground control stations will be surveyed along the project corridor. These control stations (either established targets or photo-identifiable features) will be surveyed to improve the horizontal and/or vertical accuracy for the orthophotography and/or LiDAR data associated with **Options 2 and 3**. The fee for the establishment of this ground control is \$15,000.00.

MAP ACCURACY

It is Towill's understanding that the deliverables for this project will not be used for engineering design purposes. Therefore, the horizontal and/or vertical accuracies stated below are for reference only.

Option 1

There is no horizontal accuracy estimate associated with the georeferencing of the imagery performed under this task.

Option 2

The horizontal accuracy of well-defined planimetric features that appear in the digital orthophotography (i.e. those on paved or unpaved areas that are not obscured by vegetation or other overhead features or structures and have suitable contrast in the imagery) is anticipated to be +/- 5.0 feet Root-Mean-Square-Error (RMSE) if no ground control is utilized for the project. If the Optional Ground Control is used, we anticipate a horizontal accuracy of +/- 1.0 foot RMSE.

Option 3

The horizontal accuracy of well-defined planimetric features that appear in the digital orthophotography (i.e. those on paved or unpaved areas that are not obscured by vegetation or other overhead features or structures and have suitable contrast in the imagery) or that can be identified in the LiDAR data is anticipated to be +/- 5.0 feet RMSE if no ground control is utilized for the project. The vertical accuracy of the LiDAR data collected for the project in open, unobstructed areas is anticipated to be +/- 2.0 feet RMSE if no ground control is utilized for the project. If the Optional Ground Control is used, we anticipate a horizontal accuracy of +/- 1.0 foot RMSE and a vertical accuracy of +/- 0.5 foot RMSE.

EXCEPTIONS

Services other than those specifically described herein are not currently proposed.

TIME SCHEDULE

We anticipate acquiring the imagery on a mutually agreed upon week day between May 15 and June 21 as weather conditions allow. We anticipate the remaining deliverables will be completed and submitted within three weeks of the image acquisition for **Option 1**. We anticipate the remaining deliverables will be completed and submitted within six weeks of the image acquisition for **Options 2 or 3**.



Mr. Thomas Christensen
Monterey Peninsula Water Management District

Page 4 of 4
Carmel River 2017

Thank you for requesting this proposal from Towill, Inc. **If for any reason this proposal does not meet your budget or time constraints, please contact me to discuss options to revise the proposal to meet your needs.**

Sincerely,

TOWILL, INC.

A handwritten signature in black ink that reads "Lorraine B. Amenda". The signature is written in a cursive, flowing style.

Lorraine B. Amenda, PLS
Project Manager

ADMINISTRATIVE COMMITTEE

10. AUTHORIZE FUNDS TO CONTRACT FOR LIMITED-TERM FIELD POSITIONS DURING FY 2017-2018

Meeting Date:	June 12, 2017	Budgeted:	Yes
From:	David J. Stoldt, General Manager	Program/	Aquatic Resources Fisheries / Hydrologic
		Line Item No.:	2-3-1 K, 2-3-2 B, C, F; 2-3-4 B, 2-3-7 & 2-5-1 F
Prepared By:	Suresh Prasad	Cost Estimate:	Up to \$70,600

General Counsel Approval: N/A

Committee Recommendation: The Administrative Committee reviewed this item on June 12, 2017 and recommended _____.

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

SUMMARY: The District 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 their incumbents are not included in the District bargaining units. The schedules for these positions are part-time and largely seasonal in nature. Contracts are for six-month periods of time or less. However, limited-term employees may be offered subsequent contracts. Funding for these positions is included in the proposed 2017-2018 Fiscal Year (FY) budget.

Authorization is requested to hire several part-time limited-term *Water Resources Assistants* for a total of 2,837 hours. These hours will primarily be divided as follows: 680 hours will be used for juvenile fish rescues, 886 hours will be devoted operating Sleepy Hollow Steelhead Rearing Facility, 600 hours will be for the monitoring of adult steelhead counts, 416 hours will be for Carmel River and Lagoon water quality monitoring, and 265 hours would be for compiling well production and groundwater quality historical data. These positions would prevent the accrual of excessive compensatory time and overtime for higher level regular full-time positions. The Water Resources Assistants would be paid \$14.75 to \$15.00 per hour and cost up to \$47,400.

Authorization is also requested to hire several part-time limited-term *Fisheries Aides* for up to a total of 1058 hours of work during FY 2017-2018. These individuals will assist staff with basic labor tasks in the intensive rescues of steelhead juveniles and smolts in the lower Carmel River, as well as performing other fisheries tasks required to prepare for rescues. They may also assist in the release of reared fish from the Sleepy Hollow Steelhead Rearing Facility later in the year. The Fisheries Aides would be paid \$13.75 to \$14.00 per hour and cost up to \$16,500.

Additionally, authorization would be for an on-call Fish Rescue Crew Leader for up to 136 hours. The position, requiring a biologist with fish rescue experience and knowledge of electro-fishing technology is necessary for the District to be able to perform crucial weekend fish rescues. The Fish Rescue Crew Leader would be paid \$44.00 per hour and cost up to \$6,667.

RECOMMENDATION: Authorize the expenditure of funds to hire several limited-term Water Resources Assistants for up to a total of 2,837 hours of work, several Fisheries Aides for up to 1,058 hours, and one on-call Fish Crew Leader for up to 136 hours, between July 1, 2017 and June 30, 2018. Approval of this item will be contingent upon final adoption of the FY 2017-2018 budget.

IMPACTS TO STAFF/RESOURCES: The total cost of the limited-term contracts described above would not exceed \$70,600. It should also be noted that limited-term employees receive no District benefits in addition to their hourly wages, and additional costs to the District are limited to legally mandated payroll taxes and workers compensation insurance premiums. The FY 2017-2018 budget includes \$70,700 for these limited-term field positions. They are listed in the Project Expenditures section, under the Aquatic Resources Fisheries and Hydrologic Programs.

BACKGROUND:

- A. Water Resources Assistants: This job classification was created in December 1998 to assist staff in the Water Resources Division with field and administrative tasks, including rescuing of juvenile steelhead in the lower Carmel River, surveying of steelhead spawning habitat, and monitoring of groundwater and surface water resources within the Monterey Peninsula Water Resource System. It is needed to help ensure that tasks for the District's Fisheries Mitigation Program are completed on schedule. They have also been integral in conducting the California Stream Bioassessment Procedure (CSBP), developed by the Department of Fish and Game as a rapid bioassessment protocol and method to track overall stream health. Without the assistance of limited-term help, the ability to conduct these tasks would be severely impacted. Additionally, the Water Resources Assistants will support regular staff with lagoon water quality monitoring, well production and groundwater quality historical data compilation, and grant projects. These employees will work in the Water Resources Division and be supervised by the Senior Fisheries Biologist and Senior Hydrogeologist.
- B. 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.
- C. Fish Rescue Crew Leader: The Fish Rescue Crew Leader position was created in 2009, when the District began weekend fish rescues. The regular crew leader and other fisheries staff members qualified for this role are not able to work full-time during the week and also on the weekends.

EXHIBITS

None

ADMINISTRATIVE COMMITTEE

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

Meeting Date:	June 12, 2017	Budgeted:	Yes
From:	David J. Stoldt, General Manager	Program/ Line Item No.:	Services & Supplies 26-05-761000
Prepared By:	Stephanie Locke	Cost Estimate:	\$14,000

General Counsel Approval: N/A

Committee Recommendation: The Administrative Committee reviewed this item on June 12, 2017 and recommended _____.

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

SUMMARY: The District contracts with CoreLogic Information Solutions to license 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 at this time.

The RealQuest license includes:

- Property Profile/Reports
- Street Map Search
- Parcel Maps
- Street Maps Plus
- User sign-on and passwords for eight staff (six 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 the license for RealQuest services. Funding for this expenditure is included in the Fiscal Year 2017-2018 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 the standard license agreement and deposit. Approval of this item will be contingent upon adoption of the FY 2017-2018 budget by the District Board.

IMPACT TO STAFF/RESOURCES: None.

EXHIBIT

None

file:///U:\staff\Board_Committees\Admin\2017\20170612\11\Item-11.docx

ADMINISTRATIVE COMMITTEE

13. CONSIDER AMENDMENT TO CONTRACT WITH PUEBLO WATER RESOURCES TO PROVIDE HYDROGEOLOGIC REVIEW FOR WATER DISTRIBUTION SYSTEM PERMITS

Meeting Date:	June 12, 2017	Budgeted:	Yes
From:	David J. Stoldt, General Manager	Program/ Line Item No.:	WDS Permitting 2-8-2
Prepared By:	Gabriela Ayala	Cost Estimate:	\$2,000

General Counsel Review: N/A

Committee Recommendation: The Administrative Committee reviewed this item on June 12, 2017 and recommended _____.

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

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) 2017-2018 (July 1, 2017 through June 30, 2018) 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 13-A is the proposed scope of work and cost estimate from Pueblo for FY 2017-2018. The proposed \$2,000 total limit is the same of that budgeted in FY 2016-2017, based on actual work performed in FY 2016-2017. The hydrogeologic review will be primarily associated with Level 3 Permits under the current WDS rules. The applicant must show that a Well (or other water source) will reliably meet the applicant's needs, and will not adversely affect the Monterey Peninsula Water Resource System or Sensitive Environmental Receptors as defined in District Rule 11.

RECOMMENDATION: Staff recommends that the Board authorize the General Manager to amend the current District professional services contract with Pueblo for a not-to-exceed amount of \$2,000 for FY 2017-2018. If this item is adopted along with the Consent Calendar, staff will execute a contract amendment with Pueblo. Approval of this item will be contingent upon adoption of the FY 2017-2018 budget by the District Board.

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 & Engineering Division address technical questions relating to the WDS process.

IMPACT TO DISTRICT RESOURCES: Pueblo's technical work is directed by the MPWMD Water Resources & Engineering Manager/District Engineer, 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 Water Resources & Engineering Division). Pueblo's work product is used as evidence in preparing WDS Permit documents, including the required Findings of Approval.

EXHIBIT

13-A Pueblo Water Resources Scope of Work and Fee Schedule for FY 2017-2018



June 5, 2017
Project No. 15-0063

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 2017-2018

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 2017-2018 (FY 2017-2018). 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 in 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 2017-2018
June 5, 2017 (Project No. 15-0063)



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: 2017 Fee Schedule



PUEBLO WATER RESOURCES, INC
2017 FEE SCHEDULE

Professional Services

Table listing professional services: Principal Professional (\$200/hr), Senior Professional (\$185/hr), Project Professional (\$170/hr), Staff Professional (\$140/hr), Technician (\$130/hr), Illustrator (\$115/hr), Word Processing (\$95/hr).

Other Direct Charges

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

Equipment Charges

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

*Regionally and seasonally specific to project.

ADMINISTRATIVE COMMITTEE

14. CONSIDER AUTHORIZING CLA-VAL WESTERN REGIONAL SERVICE TO PROCEED WITH ANNUAL MAINTENANCE AND SERVICING OF VALVES AT THE SANTA MARGARITA AND SEASIDE MIDDLE SCHOOL AQUIFER STORAGE & RECOVERY FACILITIES

Meeting Date:	June 12, 2017	Budgeted:	Yes, reimbursable
From:	David J. Stoldt General Manager	Program/ Line Item:	Water Supply Projects 35-04-786005
Prepared By:	Jonathan Lear	Cost Estimate:	\$10,800

General Counsel Review: N/A

Committee Recommendation: The Administrative Committee reviewed this item on June 12, 2017 and recommended _____.

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

SUMMARY: Staff proposes to retain CLA-VAL Western Regional Service to service CLA-VAL pressure reducing and pressure sustaining valves at the Santa Margarita and Seaside Middle School Facilities.

Funds expended to complete this work will be reimbursed to the District through the Aquifer Storage & Recovery Project Management and Operations agreement between the District and California American Water (CAW). The requested amount is larger than the quote to include a 10% contingency for replacement parts that are not covered in the quoted rebuild kits.

RECOMMENDATION: Staff recommends the Board authorize the General Manager to enter into an agreement with CLA-VAL Western Regional Service to complete the annual maintenance of the CLA-VALs located at the ASR facilities.

BACKGROUND: During the ASR injection season, portions of the CAW Monterey Main System are being used for water storage and transmittance of water diverted from the Carmel River and delivered to the ASR injection facilities. Because the system is also supplying water to CAW customers, it is subject to daily and seasonal variations in customer demand. Changes in demand result in pressure variations to the water delivered at the ASR facilities. Pressure reducing and pressure sustaining valves help to maintain constant injection rates and protect the ASR wells from spikes in system pressure. This equipment requires servicing from approved contractors in order to maintain guarantee of functionality.

EXHIBITS

14-A Quote for Annual service of ASR CLA-VAL infrastructure at the Santa Margarita and Seaside Middle School Facilities.

CLA-VAL CO. WESTERN REGIONAL SERVICE QUOTATION

QUOTE NUMBER: 050117AO1	DATE: 5/9/2017	PAGE: 1
CUSTOMER: Monterey peninsula Water		
CONTACT: Jonathan Lear		
ADDRESS:		PHONE: (831)227-6001
JOB NAME:		FAX:

ITEM NO.	QTY	SIZE	DESCRIPTION	NET EA.	TOTAL
01)	3	8"	Model 93-01 Pressure Reducing With Solenoid Main Valve & Pilot Rubber Rebuild Kit	\$ 370.00	\$ 1,110.00
02)	4	10"	Model 58-01 Pressure Relief/ Sustaining Main Valve & Pilot Rubber Rebuild Kit	\$ 550.00	\$ 2,200.00
03)	1	6"	Model 93-01 Pressure Reducing With Solenoid Main Valve & Pilot Rubber Rebuild Kit	\$ 332.00	\$ 332.00
04)					
05)	2		Food & Lodging / 2 Nights	\$ 185.00	\$ 370.00
06)	24		Labor / 2 Men	\$ 225.00	\$ 5,400.00
07)	4.5		Travel	\$ 66.00	\$ 297.00
08)	202		Fuel Surcharge Per Mile	\$ 0.57	\$ 115.14

TOTAL / WITHOUT TAX \$ 9,824.14

NOTES: Main Valve Rebuild Kit Consists of Disc, Diaphragm, & Spacer Washers

Any hard parts are extra!!



This quotation is valid for 30 days from the above date.

After 30 days Cla-Val reserves the right to change the pricing due to material cost increases.

All prices are **NET**

AUTHORIZED BY:	SALESPERSON: Alberto Ochoa
TERRITORY: 3900	

QUOTATION EFFECTIVE FOR **30 DAYS FROM** *See Quote Number*

MESSAGES: Quote is for estimating only, Cla-Val Service is billed on an actual time & materials used basis.

If you have any questions regarding this quotation please contact Alberto Ochoa @ Cell (94) (949) 205-9633

6450 Trinity Court Suite A

Dublin, CA. 94568

P. 951-657-1718 Ext.288 / Fax 951-657-8540

CLA-VAL CO. WESTERN REGIONAL OFFICE QUOTATION

QUOTE NUMBER:	DATE: 5/9/2017	PAGE: 2
CUSTOMER:		
CONTACT:		
ADDRESS:		PHONE:
JOB NAME:		FAX:

ITEM NO.	QTY	SIZE	DESCRIPTION	LIST EA.	TOTAL
06)				\$ -	\$ -
07)				\$ -	\$ -
08)				\$ -	\$ -
09)				\$ -	\$ -
10)				\$ -	\$ -
TOTAL				\$	-

NOTES: Main Valve Rebuild Kit Consists of Disc, Diaphragm, & Spacer Washers
Any hard parts are extra!!



AUTHORIZED BY:	SALESPERSON: Mike Trosper
TERRITORY: 3900	
F.O.B. NEWPORT BEACH, CALIFORNIA	
QUOTATION EFFECTIVE FOR	30 DAYS FROM See Quote Number

MESSAGES:
 If you have any questions regarding this quotation please contact the W.R.O. @ (800) 247-9090
 Delivery is for estimating only, firm delivery on receipt of order.
 NET 30 days from date of invoice.

ADMINISTRATIVE COMMITTEE

15. CONSIDER CONTRACT FOR DISTRICT PUBLIC OUTREACH AND COMMUNICATIONS SERVICES WITH TBC COMMUNICATIONS & MEDIA FOR FISCAL YEAR 2017-2018

Meeting Date:	June 12, 2017	Budgeted:	Yes
From:	David J. Stoldt, General Manager	Program/ Line Item No.:	Professional Fees
Prepared By:	Stephanie Locke	Cost Estimate:	TBD

General Counsel Review: N/A

Committee Recommendation: The Administrative Committee reviewed this item on June 12, 2017 and recommended _____.

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

SUMMARY: Staff is requesting support for renewal of the District's contract with TBC Communications & Media for work related to MPWMD's outreach and communications. Funding for contractor assistance with public outreach and communication services was included in the District's budget. In addition to the retainer, funds were budgeted for design services for graphic and website design, printing, website upgrades, media buys, etc.

The Public Outreach Committee reviewed an outreach scope of work PowerPoint at its April 12, 2017. Steve Thomas presented a PowerPoint titled MPWMD Outreach Activities Review July 2016 – March 2017, which included a plan for future initiatives and the associated cost. He also reviewed a document titled Group Report that analyzed the success of MPWMD's outreach activity across social networking platforms. General Manager Stoldt distributed a document titled Regular Public Outreach Messaging that listed topics that could be covered in monthly radio and newspaper reports to the public. The committee discussed the proposed outreach plans and indicated support for publication of print ads/articles monthly, and airing quarterly radio advertisements.

Staff will provide the proposed retainer and Scope of Work at the Administrative Committee meeting.

RECOMMENDATION: The Administrative Committee should recommend the Board approve a contract with TBC Communication & Media for outreach services for Fiscal Year 2017-18. Approval of this item will be contingent upon adoption of the FY 2017-2018 budget by the District Board.

EXHIBIT

None

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.

EXHIBITS

16-A Resolution 2017-07 – Property-Related Fees and Charges

file:///U:\staff\Board_Committees\Admin\2017\20170612\16\Item-16.docx

EXHIBIT 16-A

RESOLUTION 2017-07

**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 2017-18;

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 19th day of June 2017 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 19th day of June 2017.

Witness my hand and seal of the Board of Directors this ____ day of June 2017.

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 2017-18

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

17. CONSIDER ADOPTION OF RESOLUTION 2017-10 ESTABLISHING ARTICLE XIII (B) FISCAL YEAR 2017-2018 APPROPRIATIONS LIMIT

Meeting Date:	June 12, 2017	Budgeted:	N/A
From:	David J. Stoldt General Manager	Program/ Line Item No.:	N/A
Prepared By:	Suresh Prasad	Cost Estimate:	N/A

General Counsel Review: N/A

Committee Recommendation: The Administrative Committee reviewed this item on June 12, 2017 and recommended _____.

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

SUMMARY: Article XIII (B) of the California Constitution requires that an appropriations limit be calculated on an annual basis. Attached as **Exhibit 17-A** is Resolution 2017-10, A Resolution of the Board of Directors of the Monterey Peninsula Water Management District Establishing an Appropriations Limit for Fiscal Year 2017-2018. The resolution establishes an appropriations limit of \$1,655,573 for fiscal year 2017-2018 as calculated on the Property Tax Appropriations Limit worksheet, which is **Attachment 1** to the resolution. The worksheet also shows the District estimates that it will receive \$1,750,000 in property tax revenues during that fiscal year. After subtracting exempt appropriations of \$1,765,900 from the estimated property tax revenues, the appropriations subject to the limit are \$(15,900), 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 2017-10, A Resolution of the Board of Directors of the Monterey Peninsula Water Management District Establishing an Appropriations Limit for Fiscal Year 2017-2018 in the amount of \$1,655,573. The Administrative Committee reviewed this item at its June 12, 2017 meeting and voted __-__ to recommend _____. Approval of this resolution is contingent upon adoption of the Fiscal Year 2017-2018 Budget.

EXHIBITS

17-A Draft Resolution 2017-10 – Establishing an Appropriations Limit

**DRAFT****EXHIBIT 17-A****RESOLUTION 2017-10**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
 MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
 ESTABLISHING AN APPROPRIATIONS LIMIT
 FOR FISCAL YEAR 2017-2018**

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 2017-2018 appropriations limit for the District is \$1,655,573 based on a 2017-2018 multiplier of 1.0434, as shown on **Attachment 1**.

On motion of Director _____, and second by Director _____, the foregoing resolution is duly adopted this 19th day of June 2017 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 19th day of June 2017.

Witness my hand and seal of the Board of Directors this ____ day of June 2017.

David J. Stoldt,
 Secretary to the Board

ATTACHMENT 1**PROPERTY TAX APPROPRIATION LIMIT
2017-2018 BUDGET**

Appropriations Limit for 2016-2017	\$1,586,660	
Multiplier	<u>1.0434</u>	note 1
Appropriations Limit for 2017-2018	\$1,655,573	
Appropriations Subject to Limit:		
Property Tax	\$1,750,000	note 2
Exempt Appropriations	<u>(\$1,765,900)</u>	
Total	<u><u>-\$15,900</u></u>	
Appropriations Limit for 2017-2018	<u><u>\$1,655,573</u></u>	
Estimated Excess Tax Revenue	<u><u>\$0</u></u>	

NOTES:

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

Price 1.0369 x Population 1.0063 =	1.0434
Price	1.0369
Population	<u>1.0063</u>
Ratio of change	<u><u>1.0434</u></u>

2. Property tax revenue estimate \$1,750,000

ADMINISTRATIVE COMMITTEE

18. CONSIDER ADOPTION OF RESOLUTION 2017-11 UPDATE TO RULE 24, TABLE 3, CAPACITY FEE HISTORY

Meeting Date:	June 12, 2017	Budgeted:	N/A
From:	David J. Stoldt General Manager	Program/ Line Item No.:	N/A
Prepared By:	Gabriela Ayala	Cost Estimate:	N/A

General Counsel Review: N/A

Committee Recommendation: The Administrative Committee reviewed this item on June 12, 2017 and recommended _____.

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

SUMMARY: District Rule 24 requires that the Capacity Fee History Table be updated annually by Resolution of the Board to reflect the updated Capacity Fee. Resolution 2017-11 (**Exhibit 18-A**) updates Rule 24, Table 3: Capacity Fee History, to reflect the 2017-2018 Capacity Fee.

RECOMMENDATION: District staff recommends that the Administrative Committee support adoption of Resolution 2017-11, A Resolution of the Board of Directors of the Monterey Peninsula Water Management District Update to Rule 24, Table 3, Capacity Fee History.

EXHIBIT

18-A Resolution No. 2017-11 – Updating Rule 24, Table 3

**DRAFT****EXHIBIT 18-A****RESOLUTION NO. 2017-11**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
UPDATING 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 Rule 24; and

WHEREAS, this water supply cost component shall be adjusted on July 1st of each year to include the annual increase or decrease of the April Consumer Price Index (CPI), all items, for San Francisco/Oakland, as promulgated by the U.S. Department of Labor Bureau of Statistics; and

WHEREAS, the adjusted multiplier shall apply to each Water Permit application received on or after July 1st of each year; 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 the Monterey Peninsula Water Management District hereby updates the Capacity Fee Table as set forth in **Attachment 1** to this Resolution; and that these changes shall become effective **July 1, 2017**.

On motion of Director _____, and second by Director _____, the foregoing resolution is duly adopted this 19th day of June, 2017, 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 19th day of June 2017.

Witness my hand and seal of the Board of Directors, this ____ day of June, 2017.

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
2017-2018	\$28,420.00

ADMINISTRATIVE COMMITTEE

19. CONSIDER ADOPTION OF RESOLUTION NO. 2017-12 -- AMENDING FEES AND CHARGES TABLE – RULE 60

Meeting Date:	June 12, 2017	Budgeted:	N/A
From:	David J. Stoldt, General Manager	Program/ Line Item No.:	
Prepared By:	Gabriela Ayala	Cost Estimate:	N/A

General Counsel Review: N/A

Committee Recommendation: The Administrative Committee considered this item on June 12, 2017 and recommended _____.

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

SUMMARY: Resolution 2017-12 (**Exhibit 19-A**) updates Rule 60, Fees and Charges Table, to reflect actual expenses incurred by the District to process Residential and Non-Residential Water Permit Applications, perform inspections, review landscape plans, and to process Requests from Confirmation of Exemptions. The Fees and Charges are intended to have a positive correlation to the actual time, effort, and cost of providing the services and taking the actions set forth in the Fees and Charges Table. Changes are shown in Attachment 1 to the Resolution in bold-italics (new text) and strikethrough (deletions).

RECOMMENDATION: Staff recommends that the Board adopt Resolution 2017-12, A Resolution of the Board of Directors of the Monterey Peninsula Water Management District Amending Rule 60, Fees and Charges Table. The Administrative Committee considered this matter on June 12, 2017, and recommended _____. This item will be approved if adopted along with the Consent Calendar.

EXHIBITS

19-A Resolution No. 2017-12 – Amending Rule 60, Fees and Charges Table

**DRAFT****EXHIBIT 19-A****RESOLUTION 2017-12**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
 MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
 AMENDING RULE 60, FEES AND CHARGES TABLE**

WHEREAS: Fees and charges of the Monterey Peninsula Water Management District (MPWMD) are set forth in the MPWMD Rules and Regulations in Rule 60;

WHEREAS: The Fees and Charges bear a positive correlation to the actual time, effort and cost of providing the listed services and actions set forth in the Fees and Charges Table;

NOW, THEREFORE, BE IT RESOLVED: That the Board of Directors of the Monterey Peninsula Water Management District hereby shall amend the Fees and Charges Table as set forth in **Attachment 1** to this Resolution; and that this change shall become effective on July 1, 2017.

On motion by _____, and second by _____, the foregoing Resolution is adopted upon this 19th day of June 2017, by the following vote:

AYES:

NAYS:

ABSENT:

I, David J. Stoldt, Secretary to the Board of Directors of the Monterey Peninsula Water Management District, hereby certify the foregoing resolution was duly adopted on the 19th day of June 2017.

Witness my hand and seal of the Board of Directors this ____ day of June 2017.

David J. Stoldt, Secretary to the Board

ATTACHMENT 1

Fees and Charges Table (June 19, 2017)

Action		Fee
Action on any Appeal/Variance		
1	Appeal <i>or</i> Variance	\$700 900 plus \$70 90 /hour for more than 10 hours
2	Short-Term Variance (Rule 91)	\$125
3	Variance for Site with Water Use Capacity less than one half (0.5) Acre Foot annually (Rule 90)	\$250 plus \$70/hour for more than 10 hours
4	Variance for Site with Water Use Capacity greater than one half (0.5) Acre Foot but not more than one (1.0) Acre Foot (Rule 90)	\$500 plus \$70/hour for more than 10 hours
5	Variance for Site with Water Use Capacity greater than one (1.0) Acre Foot annually (Rule 90)	\$750 plus \$70/hour for more than 10 hours
Action on any Permit		
6	Administrative fee to monitor, review and enforce applications and/or Permits for Special Circumstances (Rule 24)	\$1400 1800 plus \$70 90 /hour for more than 20 hours
7	Amendment to a Non-Residential Water Permit (Rule 23)	\$140 180 per amendment plus \$70 90 /hour for more than 2 hours
8	Amendment to a Residential Water Permit (Rule 23)	\$105 135 per amendment plus \$70 90 /hour for more than 1.5 hours
9	Application for Conditional Water Permit (Rule 23)	\$350 450 per structure plus \$70 90 /hour for more than 5 hours
10	Application Fee for Confirmation of Exemption (Rule 21)	\$600 per Application. If needed, additional staff hours are charged at a rate of \$95 99 /hour; recovery for other MPWMD actual direct costs will be additional if not covered by the initial \$600 fee
11	Application Fee Deposit to Create/Establish or Amend a WDS, Level 1 <i>or</i> 2 Permit (Rules 21 and 22)	\$1,200 per Application. If needed additional staff hours are charged at a rate of \$95 99 /hour; recovery for other MPWMD actual direct costs will be additional if not covered by the initial \$1,200 fee; unused funds will be refunded
12	Application Fee Deposit to Create/Establish or Amend a WDS, Level 2 Permit (Rules 21 and 22)	\$1,200 per Application. If needed, additional staff hours are charged at a rate of \$95/hour; recovery for other MPWMD actual direct costs will be additional if not covered by the initial \$1,200 fee; unused funds will be refunded
13	Application Fee Deposit to Create/Establish or Amend a WDS, Level 3 Permit (Rules 21 and 22)	\$3,000 per Application. If needed, additional staff hours are charged at a rate of \$95 99 /hour; recovery of other MPWMD actual direct costs will be additional if not covered by the initial \$3,000 fee; unused funds will be refunded

14	WDS Permit Pre-Application Consultation (Rule 22)	There shall be no charge for the first hour of consultation with MPWMD staff regarding the WDS Permit process. An Application Form and associated fee must be submitted after the first hour unless otherwise determined by the General Manager due to unusual circumstances
15	Application to Create/Establish a Water Distribution System or Amend a Water Distribution System Creation Permit -- Deposit for Unusually Complex Projects: “Unusually complex projects” are defined as projects requiring MPWMD staff time substantially in excess of more than the hours stated in the Application Fee to Create a Water Distribution System. In these situations, staff will review the cumulative total of hours and expenses accrued each quarter (January, April, July and October). The applicant will be billed if the quarterly unpaid total is more than \$500 over the initial fee. The applicant must pay the overage within 30 days of the invoice for staff to continue processing the application. The Confirmation of Exemption or WDS Permit is not signed and recorded until all fees are paid (Rules 21 and 22)	\$3,000 plus any additional staff or legal review as Determined on a case-by-case basis by the General Manager based on staff hours and legal review needed
16	Application to Create/Establish a Water Distribution System or Amend a Water Distribution System Creation Permit – Legal Fees: Any legal work performed by MPWMD Counsel associated with the Application is charged to the Applicant at actual cost, based on the hourly rate of retained MPWMD legal counsel at the time services are rendered (Rule 22)	Actual cost, based on the hourly rate of retained MPWMD legal counsel at the time services are rendered
17	Application to Create/Establish a Water Distribution System or Amend a Water Distribution System Creation Permit – Unused Funds (Rule 22)	Unused deposits or Application fee will result in a refund of unused funds to the Applicant
18	Water Permit to Reinstall Meter (Former use documented under Rule 25.5)	No Fee
19	Application to Split an Existing Meter	No Fee
20	Application for Temporary Water Permit (Rule 23)	\$350 450 per structure plus \$70 90 /hour for more than 5 hours
21	Application for Non-Residential Water Permit (Rule 23)	\$350 450 per structure plus \$70 90 /hour for more than 5 hours
22	Plan Check for Non-Residential Waivers	\$105 225 per structure
23	Application for Residential Water Permit (Rule 23)	\$210 225 per Dwelling Unit plus \$70 90 /hour for more than 3 hours

24	Plan Check for Residential Waivers	\$105 225 per Dwelling Unit
25	Capacity Fees -- (Moderate Income Housing) (Rule 24.5)	50% of Capacity Fees set pursuant to Rule 24
26	Capacity Fees -- (Low-Income Housing) (Rule 24.5)	Exempt from Capacity Fees set pursuant to Rule 24
27	Capacity Fees - Residential and Non-Residential Water Permits	See Rule 24
28	Recalculation of Final Capacity Fees (Rule 23)	\$70 90 per hour of staff time for all necessary efforts in excess of five hours per Site
29	Direct Costs - Publication Expenses, Filing Fees, Etc. (Rule 60)	Actual cost incurred by District - Applies to Water Distribution System Permits only
30	Permit Fee Payment Plans (Limited to California Non-Profit Public Benefit Corporations and requires Board approval and finding of substantial financial hardship) (Rule 24)	Deferred interest rate set by the Board
31	Pre-Application Consulting relating to Water Permits (First 30 minutes free) (Rule 20)	\$210 225 plus \$70 90 per hour for more than 3 hours
32	Refund of Capacity Fees (Rule 24)	\$70 90 processing fee
33	River Work Permits (see separate list below)	
34	Water Entitlement Related Activity - (see separate list below)	
35	Water Use Credits - On-Site Credits (see separate list below)	
36	Water Use Credits – Transfers (see separate list below)	
37	<i>Review Landscape Plans</i>	<i>\$90</i>
Document Preparation, Processing, Review or Retrieval (Rule 60)		
37 38	Deed Preparation and Review by Staff	\$105 110 per transaction. Included in Standard Water Permit processing fees
39	<i>Legal Review of Deed Restrictions for an LLC, Company, HOA, Corporations, Partnerships, etc.</i>	<i>\$150</i>
38 40	Direct Costs -- Publication Expenses, Etc.	Actual cost incurred by District
39 41	Direct Costs for Deed Restrictions -- Courier Charge, Federal Express, <i>E-record</i>	Actual cost incurred by District when less than three deed restrictions are being transported
4042	Direct Costs for Deed Restrictions - Courier Charge, Expedited Service, <i>E-record</i>	\$110 75 per occurrence. Charged the hourly rate of \$70 per hour for MPWMD staff time, including direct costs incurred from courier service
4143	Document Recordation (if separate from review or preparation)	Actual cost incurred by District (document lengths vary)

4244	Legal Review performed by MPMWD Counsel on Deed Restrictions Related to Appeals, Permits, Variances, Water Use Credits, or other Activities	Charged at the hourly rate of retained MPWMD legal counsel at the time services are rendered
Expanded Water Conservation and Standby Rationing Plan		
4345	Misrepresentation of resident survey information during Stage 4, 5, 6 and 7 (Rule 170)	\$250 for each offense. Each separate day or portion thereof during which any violation occurs or continues without a good-faith effort by the responsible Water User to correct the violation. See Rule 170.
Publication Fees		
4446	MPWMD Rules & Regulations (Rule 60)	\$27 46 per copy
4547	Photocopies (Rule 60)	Ten (10) cents per page
4648	Well Registration Form (Rule 52)	\$25 50 per Form
Rationing Liens (Rule 60)		
47	Deed Preparation (Lien Release) and Review by Staff	\$105 per transaction
48	Direct Costs for Deed Restrictions— Courier Charge, Federal Express	Actual cost incurred by District when less than three deed restrictions are being transported
49	Document Recordations (if separate from review or preparation)	Actual cost incurred by District
50	Direct Costs for Deed Restrictions— Courier Charge, Expedited Service	\$110 per occurrence. Charged the hourly rate of \$70 per hour for MPWMD staff time, including direct costs incurred from courier service
51	Legal Review performed by MPMWD Counsel on Deed Restrictions Related to Appeals, Permits, Variances, Water Use Credits, or other Activities	Charged at the hourly rate of retained MPWMD legal counsel at the time services are rendered
Rebate Processing		
5249	Application for Rebate	No charge
River Work Permits (Rules 126 and 127)		
5350	Minor River Work	\$25 per application
5451	River Work Permit	\$50 per application
5552	Emergency River Work	\$50 per application
5653	Unusually Complex Applications	Actual cost incurred by District for MPWMD staff time in excess of five (5) hours per application plus direct costs
Inspection Activities (Rule 110)		
5754	Cancellation of Inspection (less than 24 hours notice)	\$70 75 per inspection

5855	No-Show; Failure to Provide Access for Scheduled Inspection	\$70 75 per inspection
5956	Conservation Verification Inspection Pursuant to Rule 143 and 144 (Retrofit of Existing Commercial Uses and Change of Ownership or Use)	No Charge
6057	Site Inspection (pre-application, or not associated with a planned application, or inspection to document Non-Residential retrofit pursuant to Rule 25.5)	\$105 110 per inspection
6158	Re-Inspection (original inspection not in compliance)	\$105 110 per inspection
6259	Repeat Inspection (overlooked fixtures or failure to show all fixtures)	\$70 75 per inspection
Variance		
63	See “Action on any Appeal/Variance” section, above.	
Water Use Permit Fees (Rule 23.5)		
6460	Amendment to a Water Use Permit (Water Entitlement Process) (also may require Capacity Fees pursuant to Rule 24)	\$350 450 plus \$70 90/hour for more than 5 hours
6561	Application for Water Use Permit (Water Entitlement Process) (also may require Connection Charges pursuant to Rule 24)	\$210 270 per Site plus \$70 90/hour for more than 3 hours; also see Rule 24
6662	Water Use Permit Monitoring (Water Entitlement Process) (Rule 23.5)	\$70 90 plus \$70 90/hour for more than 1 hour
6763	3rd Party Consulting or Ancillary Costs (Rule 23.5)	Actual cost incurred by District
6864	Legal work performed by MPMWD Counsel on Water Entitlement Related Actions (Rule 23.5)	Charged at the hourly rate of retained MPWMD legal counsel at the time services are rendered
6965	Direct Costs – Courier Charge, Federal Express Charges	Actual cost incurred by District when less than three deed restrictions are being transported
Water Use Credits and On-Site Credit Activity (Rule 25.5)		
7066	Extension of a prior documented On-Site Water Use Credit	\$70 90 plus \$70 90 per hour for more than 1 hour
7167	Documentation of Water Use Credit -- Non-Residential (Rule 25.5)	\$105 110 plus \$70 75 per hour for more than 1.5 hours

7268	3rd Party Consulting or Ancillary Costs incurred to verify water use savings	Actual cost incurred by District
Water Credit Transfer Activity (Rule 28)		
7369	Application to Transfer a Water Use Credit (originating Site)	\$ 2100 2,700 plus \$70 90 per hour for more than 30 hours
7470	Application for a Water Permit utilizing a Water Credit Transfer (receiving Site)	\$ 700 900 plus \$70 90 per hour for more than 10 hours
7571	Complex Transfer fee for projects proposing to save water by means of new water saving technology	\$ 2800 3,600 plus \$70 90 per hour for more than 40 hours
7672	3rd Party Consulting or Ancillary Costs incurred to review transfer	Actual cost incurred by District
Water Waste Fees (Rules 160 and 171) Fee amounts are tripled for customers using over 1 million gallons/year		
7773	First offense	No fee: Written notice and opportunity to correct the situation
7874	Fee for first Flagrant Violation during Stages 1-4	\$100
7975	Fee for second Flagrant Violation within 12 months during Stages 1-4	\$250
8076	Fee for third and subsequent Flagrant Violations within 12 months during Stages 1-4	\$500
8177	Fee for the first Flagrant Violation during Stages 5-7	\$150
8278	Fee for subsequent Flagrant Violations within 12 months during Stages 5-7	\$500
8379	Fee for Administrative Compliance Order or Cease & Desist Order	Up to \$2,500 per day for each ongoing violation, except that the total administrative penalty shall not exceed one hundred thousand dollars (\$100,000.00) exclusive of administrative costs, interest and restitution for compliance re-inspections, for any related series of violations
8480	Late payment charges	Half of one percent of the amount owed per month
Well Monitoring Activity (Rule 52)		
8581	Registration of an Existing Well -- Non-Public Entities	\$ 10 50 per Registration

8682	Registration of an Existing Well -- Public Entities	No Fee
8783	Registration of a New Well -- Non-Public Entities	No Fee
8884	Registration of a New Well -- Public Entities	No Fee
8985	Well Registration Form	\$ 25 50 per Form
9086	Application to Convert Water Well to Monitor Well	\$2550 Application Fee \$500550 Conversion Fee (upon application approval)

file:///U:/staff/Board_Committees/Admin/2017/20170612/19/Item-19-Exh-A.docx

ADMINISTRATIVE COMMITTEE

20. CONSIDER AUTHORIZATION TO CONTRACT WITH HAYASHI & WAYLAND TO CONDUCT ANNUAL FINANCIAL AUDIT FOR FISCAL YEAR ENDING 2017, 2018, and 2019.

Meeting Date:	June 12, 2017	Budgeted:	Yes
From:	David J. Stoldt, General Manager	Program/ Line Item No.:	Services & Supplies Professional Fees
Prepared By:	Suresh Prasad	Cost Estimate:	\$44,000 for 2017, \$45,500 for 2018, \$47,000 for 2019 Plus additional fee for CAFR & GASB75

General Counsel Approval: N/A

Committee Recommendation: The Administrative Committee reviewed this item on June 12, 2017 and recommended _____.

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

SUMMARY: The District is required to have an audit of its financial records performed on an annual basis. The three-year agreement with the firm of Hayashi and Wayland (H&W) to conduct the annual audit expired with the completion of the audit for Fiscal Year (FY) 2015-2016. Due to the uniqueness of the District's operations, including its involvement with the CAWD/PBCSD Wastewater Reclamation Project (Project), there is a high learning curve for auditors to become sufficiently knowledgeable with the District's financial records to enable them to complete a timely and adequate audit. H&W has also conducted audits of the Project in the past, and although the Project currently utilizes a different auditing firm, H&W's familiarity with the Project makes it much easier for them to incorporate the Project's current financial information into the District's audit report. Based on this familiarity with the operations of the District and the Project, as well as the excellent quality of past audits, District staff is requesting a new three-year proposal from H&W.

H&W has submitted a three-year proposal to conduct the audits for fiscal year ending 2017, 2018, and 2019 in the amount of \$136,500. The base audit fee includes costs to cover for Governmental Accounting Standards Board (GASB) 68 standards, which includes standards for pension reporting. In addition, additional fee would be incurred each year for Comprehensive Annual Financial Report compilation as well as for implementation and testing of GASB 75, new reporting standards for Other Post-Employment Benefits. The fee estimated for FYE 2017 including the additional services is a not-to-exceed price of \$61,500.

RECOMMENDATION: District staff recommends that the Board authorize the Chief Financial Officer to enter into a three-year agreement with Hayashi & Wayland to conduct the annual audit of the District's financial records for a total cost of \$136,500 plus additional fee for CAFR compilation and implementation of GASB75 standards. The Administrative Committee

reviewed this item at its June 12, 2017 meeting and recommended _____ by a vote of _ to _.
Approval of this expenditure is contingent upon adoption of the Fiscal Year 2017-2018 Budget.

BACKGROUND: Annually, the District is required to secure an independent audit of its financial operations in conformance with the requirements set by the Governmental Accounting Standards Board and the California State Controller. Due to the uniqueness of the District's operations, including its involvement with the Reclamation Project, the District has used the accounting firm of H&W to conduct the annual audit of the District's financial records since 1989.

EXHIBIT

20-A Hayashi & Wayland Audit Proposal



HAYASHI | WAYLAND

June 1, 2017

To the Board of Directors/Administrative Committee
 Monterey Peninsula Water Management District
 P.O. Box 85
 Monterey, California 93942

Attention: Suresh Prasad, C.F.O.

The purpose of this letter is to set your fee expectations regarding the audit(s) for the year(s) ended June 30, 2017 or June 30, 2017, 2018 and 2019.

Our fee estimates are based to a large extent on the quality, timeliness, and accuracy of the audit documentation that you and your staff prepare and the number and complexity of adjustments required to your general ledger(s). We will prepare a detailed list of the expected audit documentation which you will need to prepare before beginning the audit(s). The audit documentation will need to be completed prior to fieldwork at which time we perform a review of them in your offices. The estimates do not include any accounting assistance required to assist you in properly preparing the required audit documentation listed in the "Prepared by Client (PBC) List". The estimates also do not include additional time required to reconcile the audit documentation to appropriate detail and/or to the general ledger(s). Additional time will be billed at standard rates. The estimates assume that the audit documentation will be completely ready one week before the agreed upon starting dates for the audit(s). The following are our estimates:

Audit (*) Single Year – 2017 \$48,500

Audit (*) 3 Year Engagement:

2017	\$44,000
2018	\$45,500
2019	\$47,000

* Includes fees for compliance with the group audit standards.

In addition to the base audit fee estimated above, there will be additional fees annually for the implementation and ongoing testing of GASB 75 and any required CAFR assistance. The implementation of new standards require us to perform more extensive procedures than in the past, resulting in an additional time commitment from both your employees and our audit personnel.

We estimate annual fees for the additional services as follows:

GASB 75 Implementation/testing	\$7,000-10,000
CAFR Assistance\$	\$7,500



Monterey Peninsula Water Management District
June 1, 2017
Page 2

If you have any questions regarding this fee estimate, please feel free to contact me.

Sincerely,

Rae Gularte, CPA
Hayashi Wayland



ADMINISTRATIVE COMMITTEE

21. CONSIDER ADOPTION OF TREASURER'S REPORT FOR APRIL 2017

Meeting Date:	June 12, 2017	Budgeted:	N/A
From:	David J. Stoldt, General Manager	Program/ Line Item No.:	N/A
Prepared By:	Suresh Prasad	Cost Estimate:	N/A

General Counsel Review: N/A

Committee Recommendation: The Administrative Committee considered this item on June 12, 2017 and recommended _____.

CEQA Compliance: N/A

SUMMARY: Exhibit 21-A comprises the Treasurer's Report for April 2017. Exhibit 21-B, Exhibit 21-C and Exhibit 21-D are listings of check disbursements for the period April 1-30, 2017. Check Nos. 29021 through 29165, the direct deposits of employee's paychecks, payroll tax deposits, and bank charges resulted in total disbursements for the period in the amount of \$406,245.84. That amount included \$16,026.44 for conservation rebates. Exhibit 21-E reflects the unaudited version of the financial statements for the month ending April 30, 2017.

RECOMMENDATION: District staff recommends adoption of the April 2017 Treasurer's Report and financial statements, and ratification of the disbursements made during the month. The Administrative Committee reviewed this item at its June 12, 2017 meeting and voted __ to __ to recommend _____.

EXHIBITS

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

**MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
TREASURER'S REPORT FOR APRIL 2017**

<u>Description</u>						PB	
	<u>Checking</u>	<u>MPWMD Money Market</u>	<u>L.A.I.F.</u>	<u>Wells Fargo Investments</u>	<u>MPWMD Total</u>	<u>Rabobank Line of Credit</u>	<u>Reclamation Money Market</u>
Beginning Balance	(\$1,207,251.38)	\$34,890.78	\$1,702,951.00	\$1,517,180.61	\$ 2,047,771.01	\$0.00	\$406,565.96
Fee Deposits		372,257.27			372,257.27		393,510.01
Line of Credit Draw/Payoff					0.00		
Interest		7.93	2,875.92	2,072.31	4,956.16		1.78
Transfer to/from LAIF					0.00		
Transfer-Money Market to Checking	\$1,100,000.00	(1,100,000.00)			0.00		
Transfer-Money Market to W/Fargo					0.00		
Transfer-W/Fargo to Money Market					0.00		
W/Fargo-Investment Purchase					0.00		
Transfer Ckg to MPWMD M/Mrkt					0.00		
MoCo Tax & WS Chg Installment Pymt		2,023,382.76			2,023,382.76		
Transfer to CAWD					0.00		(536,000.00)
Voided Cks					0.00		
Bank Corrections/Reversals/Errors					0.00		
Bank Charges/Rtn'd Deposits/Other	(\$352.24)	(33.30)			(385.54)		(6.00)
Payroll Tax Deposits	(34,111.29)				(34,111.29)		
Payroll Checks/Direct Deposits	(117,765.31)				(117,765.31)		
General Checks	(254,017.00)				(254,017.00)		
Bank Draft Payments					0.00		
Ending Balance	(\$513,497.22)	\$1,330,505.44	\$1,705,826.92	\$1,519,252.92	\$4,042,088.06	\$0.00	\$264,071.75

Check Report

By Check Number

Date Range: 04/01/2017 - 04/30/2017



Monterey Peninsula Water Management Dist

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK	-Bank of America Checking					
05994	Robert Brower Sr.	04/05/2017	Regular	0.00	-334.43	29013
00263	Arlene Tavani	04/07/2017	Regular	0.00	114.76	29024
00253	AT&T	04/07/2017	Regular	0.00	1,714.89	29025
00983	Beverly Chaney	04/07/2017	Regular	0.00	400.00	29026
00252	Cal-Am Water	04/07/2017	Regular	0.00	108.64	29027
00252	Cal-Am Water	04/07/2017	Regular	0.00	83.76	29028
01352	Dave Stoldt	04/07/2017	Regular	0.00	1,481.45	29029
00758	FedEx	04/07/2017	Regular	0.00	577.69	29030
04717	Inder Osahan	04/07/2017	Regular	0.00	1,149.00	29031
00769	Laborers Trust Fund of Northern CA	04/07/2017	Regular	0.00	28,550.00	29032
00222	M.J. Murphy	04/07/2017	Regular	0.00	40.57	29033
09983	Maryan Gonnerman	04/07/2017	Regular	0.00	300.00	29034
00242	MBAS	04/07/2017	Regular	0.00	245.00	29035
13396	Navia Benefit Solutions, Inc.	04/07/2017	Regular	0.00	85.00	29036
00225	Palace Office Supply	04/07/2017	Regular	0.00	1,222.25	29037
00154	Peninsula Messenger Service	04/07/2017	Regular	0.00	235.00	29038
00755	Peninsula Welding Supply, Inc.	04/07/2017	Regular	0.00	163.83	29039
00282	PG&E	04/07/2017	Regular	0.00	5,284.40	29040
07627	Purchase Power	04/07/2017	Regular	0.00	500.00	29041
00262	Pure H2O	04/07/2017	Regular	0.00	64.41	29042
00251	Rick Dickhaut	04/07/2017	Regular	0.00	1,030.00	29043
05994	Robert Brower Sr.	04/07/2017	Regular	0.00	334.43	29044
00283	SHELL	04/07/2017	Regular	0.00	834.64	29045
04709	Sherron Forsgren	04/07/2017	Regular	0.00	650.33	29046
02838	Solinst Canada Ltd	04/07/2017	Regular	0.00	2,324.00	29047
03979	Special Districts Association of Monterey County	04/07/2017	Regular	0.00	60.00	29048
09425	The Ferguson Group LLC	04/07/2017	Regular	0.00	4,587.16	29049
00207	Universal Staffing Inc.	04/07/2017	Regular	0.00	3,535.85	29050
00763	ACWA-JPIA	04/14/2017	Regular	0.00	414.85	29099
00760	Andy Bell	04/14/2017	Regular	0.00	699.00	29100
00263	Arlene Tavani	04/14/2017	Regular	0.00	171.77	29101
00983	Beverly Chaney	04/14/2017	Regular	0.00	325.22	29102
00036	Bill Parham	04/14/2017	Regular	0.00	650.00	29103
12188	Brown and Caldwell	04/14/2017	Regular	0.00	13,062.68	29104
00252	Cal-Am Water	04/14/2017	Regular	0.00	210.18	29105
00243	CalPers Long Term Care Program	04/14/2017	Regular	0.00	50.06	29106
00224	City of Monterey	04/14/2017	Regular	0.00	697.75	29107
14036	City of Sand City	04/14/2017	Regular	0.00	150.00	29108
00028	Colantuono, Highsmith, & Whatley, PC	04/14/2017	Regular	0.00	498.00	29109
01009	Cory Hamilton	04/14/2017	Regular	0.00	219.90	29110
11822	CSC	04/14/2017	Regular	0.00	2,000.00	29111
04041	Cynthia Schmidlin	04/14/2017	Regular	0.00	630.67	29112
00046	De Lay & Laredo	04/14/2017	Regular	0.00	22,703.38	29113
13077	Enviro-Equipment, Inc.	04/14/2017	Regular	0.00	1,500.00	29114
07624	Franchise Tax Board	04/14/2017	Regular	0.00	100.00	29115
12655	Graphicsmiths	04/14/2017	Regular	0.00	192.50	29116
00768	ICMA	04/14/2017	Regular	0.00	4,840.09	29117
05371	June Silva	04/14/2017	Regular	0.00	396.12	29118
06999	KBA Docusys	04/14/2017	Regular	0.00	2,123.85	29119
00222	M.J. Murphy	04/14/2017	Regular	0.00	42.93	29120
00259	Marina Coast Water District	04/14/2017	Regular	0.00	127.53	29121
00259	Marina Coast Water District	04/14/2017	Regular	0.00	180.00	29122
00118	Monterey Bay Carpet & Janitorial Svc	04/14/2017	Regular	0.00	1,000.00	29123
00274	MRWPCA	04/14/2017	Regular	0.00	148.21	29124

EXHIBIT 21-B

Check Report

Date Range: 04/01/2017 - 04/30/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
13396	Navia Benefit Solutions, Inc.	04/14/2017	Regular	0.00	975.38	29125
00257	Pacific Grove Chamber of Commerce	04/14/2017	Regular	0.00	590.00	29126
13296	Peninsula Business Interiors	04/14/2017	Regular	0.00	5,206.91	29127
00755	Peninsula Welding Supply, Inc.	04/14/2017	Regular	0.00	29.10	29128
00282	PG&E	04/14/2017	Regular	0.00	9.53	29129
00282	PG&E	04/14/2017	Regular	0.00	20.18	29130
00282	PG&E	04/14/2017	Regular	0.00	7.87	29131
13430	Premier Global Services	04/14/2017	Regular	0.00	48.17	29132
00176	Sentry Alarm Systems	04/14/2017	Regular	0.00	125.00	29133
04341	State Board of Equalization	04/14/2017	Regular	0.00	1,248.00	29134
04719	Telit IoT Platforms, LLC	04/14/2017	Regular	0.00	214.00	29135
01008	U.S. Postal Service	04/14/2017	Regular	0.00	225.00	29136
00207	Universal Staffing Inc.	04/14/2017	Regular	0.00	1,805.20	29137
00271	UPEC, Local 792	04/14/2017	Regular	0.00	1,060.43	29138
04732	AM Conservation Group, Inc.	04/20/2017	Regular	0.00	19,827.81	29139
01001	CDW Government	04/20/2017	Regular	0.00	9,786.71	29140
06268	Comcast	04/20/2017	Regular	0.00	238.97	29141
00281	CoreLogic Information Solutions, Inc.	04/20/2017	Regular	0.00	495.00	29142
06001	Cypress Coast Ford	04/20/2017	Regular	0.00	1,136.94	29143
00761	Delores Cofer	04/20/2017	Regular	0.00	356.00	29144
00192	Extra Space Storage	04/20/2017	Regular	0.00	756.00	29145
03857	Joe Oliver	04/20/2017	Regular	0.00	1,149.00	29146
00222	M.J. Murphy	04/20/2017	Regular	0.00	19.37	29147
13991	Maureen Wruck Planning Consultant, LLC	04/20/2017	Regular	0.00	600.00	29148
00242	MBAS	04/20/2017	Regular	0.00	1,200.00	29149
07998	Monterey Peninsula Regional Park District	04/20/2017	Regular	0.00	8,173.95	29150
04032	Normandeau Associates, Inc.	04/20/2017	Regular	0.00	351.00	29151
00225	Palace Office Supply	04/20/2017	Regular	0.00	245.42	29152
00256	PERS Retirement	04/20/2017	Regular	0.00	13,327.45	29153
00282	PG&E	04/20/2017	Regular	0.00	6,915.93	29154
00282	PG&E	04/20/2017	Regular	0.00	9.53	29155
00282	PG&E	04/20/2017	Regular	0.00	9,148.55	29156
00752	Professional Liability Insurance Service	04/20/2017	Regular	0.00	39.05	29157
13394	Regional Government Services	04/20/2017	Regular	0.00	4,288.80	29158
01020	Sara Reyes - Petty Cash Custodian	04/20/2017	Regular	0.00	222.80	29159
01349	Suresh Prasad	04/20/2017	Regular	0.00	297.81	29160
00258	TBC Communications & Media	04/20/2017	Regular	0.00	36,035.71	29161
09425	The Ferguson Group LLC	04/20/2017	Regular	0.00	2,736.67	29162
08105	Yolanda Munoz	04/20/2017	Regular	0.00	540.00	29163
01002	Monterey County Clerk	04/24/2017	Regular	0.00	50.00	29164

Payment Type	Bank Code APBNK		Summary	
	Payable Count	Payment Count	Discount	Payment
Regular Checks	119	93	0.00	238,324.99
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-334.43
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	119	94	0.00	237,990.56

EXHIBIT 21-B

97

Check Report

Date Range: 04/01/2017 - 04/30/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: REBATES-02-Rebates: Use Only For Rebates						
13288	DARRELL B EDWARDS	04/03/2017	Regular	0.00	-497.79	28066
14021	Aaron Schmutz	04/12/2017	Regular	0.00	500.00	29052
14002	ALISSA KENYON	04/12/2017	Regular	0.00	200.00	29053
14032	Allen Davis	04/12/2017	Regular	0.00	100.00	29054
14015	BONGMYOUNG PARK	04/12/2017	Regular	0.00	500.00	29055
14016	Bruce Weitzenhoffer	04/12/2017	Regular	0.00	500.00	29056
14013	CHARLES MENDES	04/12/2017	Regular	0.00	125.00	29057
14017	CLAUDE B HUTCHISON JR	04/12/2017	Regular	0.00	500.00	29058
14006	CLIFFORD HOGAN	04/12/2017	Regular	0.00	73.00	29059
14035	CYNTHIA GRISHAM	04/12/2017	Regular	0.00	500.00	29060
14012	CYRUS FITTON	04/12/2017	Regular	0.00	125.00	29061
13995	DAN KIDD	04/12/2017	Regular	0.00	56.06	29062
13288	DARRELL B EDWARDS	04/12/2017	Regular	0.00	497.79	29063
13998	DAVENE MYERS	04/12/2017	Regular	0.00	88.00	29064
14031	DAVID M BLOOM	04/12/2017	Regular	0.00	500.00	29065
14019	DIA KHEIR	04/12/2017	Regular	0.00	500.00	29066
14011	EDMOND INTRATOR	04/12/2017	Regular	0.00	125.00	29067
14027	ENRIQUE SLU-VEGA	04/12/2017	Regular	0.00	500.00	29068
14001	FABIAN J JR & ROSENY D POBRE TRS	04/12/2017	Regular	0.00	100.00	29069
14014	George El-Hage & Mary Ann Del Vecchio	04/12/2017	Regular	0.00	625.00	29070
14008	GEORGE NIMRI	04/12/2017	Regular	0.00	100.00	29071
14010	Hope M Cardinali	04/12/2017	Regular	0.00	125.00	29072
14018	HOWARD ORIBA	04/12/2017	Regular	0.00	500.00	29073
14034	INOEL & MARICELA JIMENEZ	04/12/2017	Regular	0.00	500.00	29074
14007	JAMES MOLINARO	04/12/2017	Regular	0.00	100.00	29075
14000	JOE CLINTON	04/12/2017	Regular	0.00	100.00	29076
13994	JOHN & CYNTHIA HUTCHERSON	04/12/2017	Regular	0.00	200.00	29077
13993	JON BELMONT	04/12/2017	Regular	0.00	800.00	29078
14026	Kawai Lopez	04/12/2017	Regular	0.00	500.00	29079
14020	Mariah Acosta	04/12/2017	Regular	0.00	500.00	29080
13992	MARK & VICKI WEBER	04/12/2017	Regular	0.00	500.00	29081
14024	MEREDITH RUMMEL	04/12/2017	Regular	0.00	500.00	29082
14028	MICHAEL HOLLINGSWORTH	04/12/2017	Regular	0.00	500.00	29083
13969	MICHELLE LEYVA	04/12/2017	Regular	0.00	500.00	29084
13997	PAT ROBERTS	04/12/2017	Regular	0.00	100.00	29085
14009	Peter C. Stock	04/12/2017	Regular	0.00	200.00	29086
14005	RALPH ROQUE	04/12/2017	Regular	0.00	294.00	29087
14003	ROBERT BARNETT	04/12/2017	Regular	0.00	100.00	29088
14004	ROBERT BARNETT	04/12/2017	Regular	0.00	100.00	29089
14025	ROBERT J SPEAR	04/12/2017	Regular	0.00	500.00	29090
13999	ROGER L BOOK	04/12/2017	Regular	0.00	200.00	29091
04097	Ronald Pinsky	04/12/2017	Regular	0.00	687.39	29092
13996	ROY & BARBARA PINA	04/12/2017	Regular	0.00	100.00	29093
14033	SEMYON GODIK	04/12/2017	Regular	0.00	724.99	29094
14030	SUSAN SULLIVAN	04/12/2017	Regular	0.00	500.00	29095
14029	Thomas Reynolds	04/12/2017	Regular	0.00	499.00	29096
14022	TOM FUKUNAGA	04/12/2017	Regular	0.00	500.00	29097

EXHIBIT 21-B

98

Check Report

Date Range: 04/01/2017 - 04/30/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
14023	TULIO HOCHKOEPLER	04/12/2017	Regular	0.00	479.00	29098

Bank Code REBATES-02 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	47	47	0.00	16,524.23
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-497.79
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	47	48	0.00	16,026.44

Fund Summary

Fund	Name	Period	Amount
99	POOL CASH FUND	4/2017	254,017.00
			<hr/>
			254,017.00

EXHIBIT 21-C

Payroll Bank Transaction Report -1MPWMD



Monterey Peninsula Water Management Dist

By Payment Number

Date: 4/1/2017 - 4/30/2017

Payroll Set: 01 - Monterey Peninsula Water Management District

Payment Number	Payment Date	Payment Type	Employee Number	Employee Name	Check Amount	Direct Deposit Amount	Total Payment
2916	04/05/2017	Regular	7015	Adams, Mary L	0.00	342.37	342.37
2917	04/05/2017	Regular	7013	Clarke, Andrew	0.00	316.79	316.79
2918	04/05/2017	Regular	7014	Evans, Molly F	0.00	583.45	583.45
2919	04/05/2017	Regular	7003	Lewis, Brenda	0.00	246.76	246.76
2920	04/14/2017	Regular	1024	Stoldt, David J	0.00	5,177.78	5,177.78
2921	04/14/2017	Regular	1025	Tavani, Arlene M	0.00	1,902.96	1,902.96
2922	04/14/2017	Regular	1006	Dudley, Mark A	0.00	2,632.97	2,632.97
2923	04/14/2017	Regular	1039	Flores, Elizabeth	0.00	1,858.31	1,858.31
2924	04/14/2017	Regular	1018	Prasad, Suresh	0.00	3,666.78	3,666.78
2925	04/14/2017	Regular	1019	Reyes, Sara C	0.00	1,811.44	1,811.44
2926	04/14/2017	Regular	1002	Bekker, Mark	0.00	1,676.10	1,676.10
2927	04/14/2017	Regular	1005	Christensen, Thomas T	0.00	2,626.91	2,626.91
2928	04/14/2017	Regular	1042	Hamilton, Maureen C.	0.00	2,862.97	2,862.97
2929	04/14/2017	Regular	1008	Hampson, Larry M	0.00	3,301.65	3,301.65
2930	04/14/2017	Regular	1009	James, Gregory W	0.00	3,074.23	3,074.23
2931	04/14/2017	Regular	6034	Kleven, Alana K	0.00	352.99	352.99
2932	04/14/2017	Regular	1011	Lear, Jonathan P	0.00	2,814.35	2,814.35
2933	04/14/2017	Regular	1012	Lindberg, Thomas L	0.00	2,237.75	2,237.75
2934	04/14/2017	Regular	1013	Lyons, Matthew J	0.00	1,650.93	1,650.93
2935	04/14/2017	Regular	1023	Stern, Henrietta L	0.00	507.35	507.35
2936	04/14/2017	Regular	6028	Atkins, Daniel N	0.00	54.48	54.48
2937	04/14/2017	Regular	1004	Chaney, Beverly M	0.00	2,196.11	2,196.11
2938	04/14/2017	Regular	1007	Hamilton, Cory R	0.00	2,086.85	2,086.85
2939	04/14/2017	Regular	1043	Suwada, Joseph	0.00	1,749.51	1,749.51
2940	04/14/2017	Regular	1026	Urquhart, Kevan A	0.00	1,720.77	1,720.77
2941	04/14/2017	Regular	1001	Ayala, Gabriela D	0.00	1,760.21	1,760.21
2942	04/14/2017	Regular	1041	Gonnerman, Maryan C	0.00	1,547.80	1,547.80
2943	04/14/2017	Regular	1010	Kister, Stephanie L	0.00	1,936.10	1,936.10
2944	04/14/2017	Regular	1017	Locke, Stephanie L	0.00	2,775.32	2,775.32
2945	04/14/2017	Regular	1014	Martin, Debra S	0.00	1,918.34	1,918.34
2946	04/14/2017	Regular	1040	Smith, Kyle	0.00	1,512.25	1,512.25
2947	04/28/2017	Regular	1024	Stoldt, David J	0.00	5,177.78	5,177.78
2948	04/28/2017	Regular	1025	Tavani, Arlene M	0.00	1,902.96	1,902.96
2949	04/28/2017	Regular	1006	Dudley, Mark A	0.00	2,632.97	2,632.97
2950	04/28/2017	Regular	1039	Flores, Elizabeth	0.00	1,823.31	1,823.31
2951	04/28/2017	Regular	1018	Prasad, Suresh	0.00	3,666.78	3,666.78
2952	04/28/2017	Regular	1019	Reyes, Sara C	0.00	1,691.22	1,691.22
2953	04/28/2017	Regular	1002	Bekker, Mark	0.00	1,676.09	1,676.09
2954	04/28/2017	Regular	1005	Christensen, Thomas T	0.00	2,626.91	2,626.91
2955	04/28/2017	Regular	1042	Hamilton, Maureen C.	0.00	2,862.97	2,862.97
2956	04/28/2017	Regular	1008	Hampson, Larry M	0.00	3,301.65	3,301.65
2957	04/28/2017	Regular	1009	James, Gregory W	0.00	3,074.22	3,074.22
2958	04/28/2017	Regular	6034	Kleven, Alana K	0.00	161.21	161.21
2959	04/28/2017	Regular	1011	Lear, Jonathan P	0.00	2,814.35	2,814.35
2960	04/28/2017	Regular	1012	Lindberg, Thomas L	0.00	2,237.75	2,237.75
2961	04/28/2017	Regular	1013	Lyons, Matthew J	0.00	1,650.94	1,650.94
2962	04/28/2017	Regular	1023	Stern, Henrietta L	0.00	439.70	439.70
2963	04/28/2017	Regular	1004	Chaney, Beverly M	0.00	2,196.10	2,196.10
2964	04/28/2017	Regular	1043	Suwada, Joseph	0.00	1,723.93	1,723.93
2965	04/28/2017	Regular	1026	Urquhart, Kevan A	0.00	1,720.78	1,720.78
2966	04/28/2017	Regular	1001	Ayala, Gabriela D	0.00	1,760.21	1,760.21
2967	04/28/2017	Regular	1041	Gonnerman, Maryan C	0.00	1,547.80	1,547.80
2968	04/28/2017	Regular	1010	Kister, Stephanie L	0.00	1,731.85	1,731.85
2969	04/28/2017	Regular	1017	Locke, Stephanie L	0.00	2,775.32	2,775.32
2970	04/28/2017	Regular	1014	Martin, Debra S	0.00	1,918.32	1,918.32
2971	04/28/2017	Regular	1040	Smith, Kyle	0.00	1,512.25	1,512.25
2972	04/28/2017	Regular	1007	Hamilton, Cory R	0.00	2,086.85	2,086.85

EXHIBIT 21-C

Payment Number	Payment Date	Payment Type	Employee Number	Employee Name	Check Amount	Direct Deposit Amount	Total Payment
29021	04/05/2017	Regular	7006	Brower, Sr., Robert S	623.22	0.00	623.22
29022	04/05/2017	Regular	7007	Byrne, Jeannie	869.43	0.00	869.43
29023	04/05/2017	Regular	7001	Pendergrass, David K	249.34	0.00	249.34
29051	04/14/2017	Regular	6007	Delay, Thomas E	163.46	0.00	163.46
29165	04/28/2017	Regular	6007	Delay, Thomas E	243.06	0.00	243.06
Totals:					2,148.51	115,616.80	117,765.31



Monterey Peninsula Water Management Dist

Bank Transaction Report

Transaction Detail

Issued Date Range: 04/01/2017 - 04/30/2017

Cleared Date Range: -

Issued Date	Cleared Date	Number	Description	Module	Status	Type	Amount
Bank Account: 111 - Bank of America Checking - 0000 8170 8210							
04/05/2017	04/30/2017	DFT0000891	I.R.S.	Accounts Payable	Cleared	Bank Draft	-125.69
04/05/2017	04/30/2017	DFT0000892	I.R.S.	Accounts Payable	Cleared	Bank Draft	-105.72
04/05/2017	04/30/2017	DFT0000893	Employment Development Dept.	Accounts Payable	Cleared	Bank Draft	-9.10
04/05/2017	04/30/2017	DFT0000894	I.R.S.	Accounts Payable	Cleared	Bank Draft	-451.98
04/14/2017	04/30/2017	DFT0000896	I.R.S.	Accounts Payable	Cleared	Bank Draft	-10,521.18
04/14/2017	04/30/2017	DFT0000897	I.R.S.	Accounts Payable	Cleared	Bank Draft	-2,335.96
04/14/2017	04/30/2017	DFT0000898	Employment Development Dept.	Accounts Payable	Cleared	Bank Draft	-3,682.21
04/14/2017	04/30/2017	DFT0000899	I.R.S.	Accounts Payable	Cleared	Bank Draft	-172.14
04/17/2017	04/30/2017	SVC0000114	April 2017 To Post Bank Service Charge	General Ledger	Cleared	Service Charge	-352.24
04/28/2017		DFT0000901	I.R.S.	Accounts Payable	Outstanding	Bank Draft	-10,068.97
04/28/2017		DFT0000902	I.R.S.	Accounts Payable	Outstanding	Bank Draft	-2,224.22
04/28/2017		DFT0000903	Employment Development Dept.	Accounts Payable	Outstanding	Bank Draft	-3,503.75
04/28/2017		DFT0000904	I.R.S.	Accounts Payable	Outstanding	Bank Draft	-135.52
04/28/2017		DFT0000906	I.R.S.	Accounts Payable	Outstanding	Bank Draft	-510.11
04/28/2017		DFT0000907	I.R.S.	Accounts Payable	Outstanding	Bank Draft	-93.90
04/28/2017		DFT0000908	Employment Development Dept.	Accounts Payable	Outstanding	Bank Draft	-170.84
Bank Account 111 Total: (16)							-34,463.53
Report Total: (16)							-34,463.53

EXHIBIT 21-D

Bank Transaction Report

Summary

Bank Account	Count	Amount
111 Bank of America Checking - 0000 8170 8210	16	-34,463.53
Report Total:	16	-34,463.53

Cash Account	Count	Amount
99 99-10-100100 Pool Cash Account	16	-34,463.53
Report Total:	16	-34,463.53

Transaction Type	Count	Amount
Bank Draft	15	-34,111.29
Service Charge	1	-352.24
Report Total:	16	-34,463.53



Monterey Peninsula Water Management Dist

Statement of Revenue Over Expense - No Decimals
Group Summary

For Fiscal: 2016-2017 Period Ending: 04/30/2017

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
Revenue								
R100 - Water Supply Charge	1,290,081	283,220	1,006,861	-455.50 %	3,327,517	3,400,000	-72,483	-97.87 %
R110 - Mitigation Revenue	215,011	209,791	5,220	-102.49 %	1,443,455	2,518,500	-1,075,045	-57.31 %
R120 - Property Taxes Revenues	753,055	133,280	619,775	-565.02 %	1,741,817	1,600,000	141,817	-108.86 %
R130 - User Fees	3,507	7,914	-4,406	-44.32 %	38,292	95,000	-56,708	-40.31 %
R140 - Connection Charges	54,910	17,701	37,209	-310.21 %	270,440	212,500	57,940	-127.27 %
R150 - Permit Processing Fee	18,771	14,578	4,194	-128.77 %	181,870	175,000	6,870	-103.93 %
R160 - Well Registration Fee	150	0	150	0.00 %	1,550	0	1,550	0.00 %
R180 - River Work Permit Application	0	0	0	0.00 %	25	0	25	0.00 %
R190 - WDS Permits Rule 21	1,200	4,665	-3,465	-25.72 %	19,957	56,000	-36,043	-35.64 %
R200 - Recording Fees	631	666	-35	-94.69 %	10,081	8,000	2,081	-126.01 %
R210 - Legal Fees	342	833	-491	-41.06 %	2,458	10,000	-7,542	-24.58 %
R220 - Copy Fee	78	0	78	0.00 %	301	0	301	0.00 %
R230 - Miscellaneous - Other	141	1,666	-1,525	-8.46 %	6,204	20,000	-13,796	-31.02 %
R240 - Insurance Refunds	0	0	0	0.00 %	290	0	290	0.00 %
R250 - Interest Income	4,956	1,666	3,290	-297.49 %	10,388	20,000	-9,612	-51.94 %
R265 - CAW - Los Padres Reimbursement	0	41,650	-41,650	0.00 %	0	500,000	-500,000	0.00 %
R270 - CAW - Rebates	14,839	83,300	-68,461	-17.81 %	401,998	1,000,000	-598,002	-40.20 %
R280 - CAW - Conservation	0	27,797	-27,797	0.00 %	0	333,700	-333,700	0.00 %
R290 - CAW - Miscellaneous	0	35,561	-35,561	0.00 %	0	426,900	-426,900	0.00 %
R300 - Watermaster	0	6,214	-6,214	0.00 %	38,687	74,600	-35,913	-51.86 %
R308 - Reclamation Project	0	1,666	-1,666	0.00 %	0	20,000	-20,000	0.00 %
R310 - Other Reimbursements	0	2,999	-2,999	0.00 %	0	36,000	-36,000	0.00 %
R320 - Grants	61,052	27,522	33,530	-221.83 %	60,248	330,400	-270,152	-18.23 %
R510 - Operating Reserve	0	143,613	-143,613	0.00 %	0	1,724,050	-1,724,050	0.00 %
R695 - Other Financing Sources	0	0	0	0.00 %	0	0	0	0.00 %
Total Revenue:	2,418,724	1,046,302	1,372,422	-231.17 %	7,555,577	12,560,650	-5,005,073	-60.15 %

EXHIBIT 21-E

106

Statement of Revenue Over Expense - No Decimals**For Fiscal: 2016-2017 Period Ending: 04/30/2017**

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
Expense								
Level1: 100 - Personnel Costs								
1100 - Salaries & Wages	168,719	200,478	31,759	84.16 %	1,900,095	2,406,700	506,605	78.95 %
1110 - Manager's Auto Allowance	462	500	38	92.34 %	4,846	6,000	1,154	80.77 %
1120 - Manager's Deferred Comp	631	700	69	90.14 %	6,938	8,400	1,462	82.60 %
1130 - Unemployment Compensation	0	250	250	0.00 %	0	3,000	3,000	0.00 %
1140 - Insurance Opt-Out Supplemental	0	808	808	0.00 %	6,557	9,700	3,143	67.59 %
1150 - Temporary Personnel	7,165	3,432	-3,733	208.77 %	47,211	41,200	-6,011	114.59 %
1160 - PERS Retirement	16,542	33,953	17,411	48.72 %	384,605	407,600	22,995	94.36 %
1170 - Medical Insurance	25,458	27,814	2,356	91.53 %	257,201	333,900	76,699	77.03 %
1180 - Medical Insurance - Retirees	7,353	4,823	-2,530	152.45 %	68,563	57,900	-10,663	118.42 %
1190 - Workers Compensation	3,361	4,048	687	83.02 %	37,338	48,600	11,262	76.83 %
1200 - Life Insurance	374	541	168	68.98 %	3,895	6,500	2,606	59.92 %
1210 - Long Term Disability Insurance	1,054	1,225	171	86.04 %	10,875	14,700	3,825	73.98 %
1220 - Short Term Disability Insurance	209	283	74	73.85 %	2,159	3,400	1,241	63.50 %
1230 - Other Benefits	0	0	0	0.00 %	957	0	-957	0.00 %
1250 - Moving Expense Reimbursement	0	0	0	0.00 %	116	0	-116	0.00 %
1260 - Employee Assistance Program	56	125	69	45.14 %	599	1,500	901	39.95 %
1270 - FICA Tax Expense	154	458	304	33.58 %	4,961	5,500	539	90.20 %
1280 - Medicare Tax Expense	2,327	2,999	672	77.60 %	34,403	36,000	1,597	95.56 %
1290 - Staff Development & Training	1,201	2,341	1,139	51.33 %	8,797	28,100	19,303	31.31 %
1300 - Conference Registration	605	367	-238	165.07 %	5,725	4,400	-1,325	130.11 %
1310 - Professional Dues	390	183	-207	212.81 %	1,331	2,200	869	60.50 %
1320 - Personnel Recruitment	0	541	541	0.00 %	1,942	6,500	4,559	29.87 %
Total Level1: 100 - Personnel Costs:	236,061	285,869	49,808	82.58 %	2,789,113	3,431,800	642,687	81.27 %
Level1: 200 - Supplies and Services								
2000 - Board Member Compensation	0	3,082	3,082	0.00 %	21,195	37,000	15,805	57.28 %
2020 - Board Expenses	1,135	833	-302	136.27 %	6,688	10,000	3,312	66.88 %
2040 - Rent	1,406	1,933	527	72.75 %	18,127	23,200	5,073	78.13 %
2060 - Utilities	2,177	3,182	1,005	68.42 %	24,648	38,200	13,552	64.52 %
2120 - Insurance Expense	3,405	3,757	352	90.64 %	34,051	45,100	11,049	75.50 %
2130 - Membership Dues	601	2,424	1,823	24.80 %	26,856	29,100	2,244	92.29 %
2140 - Bank Charges	386	333	-52	115.71 %	3,538	4,000	462	88.46 %
2150 - Office Supplies	7,655	1,166	-6,489	656.41 %	21,375	14,000	-7,375	152.68 %
2160 - Courier Expense	350	650	300	53.87 %	5,119	7,800	2,681	65.63 %
2170 - Printing/Photocopy	198	825	627	24.02 %	346	9,900	9,554	3.50 %
2180 - Postage & Shipping	500	533	33	93.79 %	5,302	6,400	1,098	82.84 %
2190 - IT Supplies/Services	10,047	7,747	-2,301	129.70 %	79,425	93,000	13,575	85.40 %
2200 - Professional Fees	17,718	14,161	-3,557	125.11 %	170,042	170,000	-42	100.02 %
2220 - Equipment Repairs & Maintenance	2,700	625	-2,075	432.13 %	5,540	7,500	1,960	73.87 %
2235 - Equipment Lease	954	1,166	213	81.76 %	11,408	14,000	2,592	81.48 %
2240 - Telephone	3,409	3,574	164	95.41 %	33,562	42,900	9,338	78.23 %

EXHIBIT 21-E

107

Statement of Revenue Over Expense - No Decimals**For Fiscal: 2016-2017 Period Ending: 04/30/2017**

Level...	April Activity	April Budget	Variance		YTD Activity	Total Budget	Variance	
			Favorable (Unfavorable)	Percent Used			Favorable (Unfavorable)	Percent Used
2260 - Facility Maintenance	5,881	3,157	-2,724	186.29 %	30,482	37,900	7,418	80.43 %
2270 - Travel Expenses	2,750	2,674	-76	102.84 %	12,850	32,100	19,250	40.03 %
2280 - Transportation	5,935	2,216	-3,719	267.84 %	21,744	26,600	4,856	81.74 %
2300 - Legal Services	0	33,320	33,320	0.00 %	284,500	400,000	115,500	71.13 %
2380 - Meeting Expenses	850	675	-175	126.00 %	3,436	8,100	4,664	42.42 %
2420 - Legal Notices	179	358	180	49.88 %	429	4,300	3,871	9.97 %
2460 - Public Outreach	771	425	-346	181.39 %	4,603	5,100	497	90.25 %
2480 - Miscellaneous	0	300	300	0.00 %	424	3,600	3,176	11.79 %
2500 - Tax Administration Fee	19,753	1,666	-18,087	1,185.65 %	19,753	20,000	247	98.77 %
2900 - Operating Supplies	467	1,566	1,099	29.82 %	11,994	18,800	6,806	63.80 %
Total Level1: 200 - Supplies and Services:	89,226	92,346	3,120	96.62 %	857,438	1,108,600	251,162	77.34 %
Level1: 300 - Other Expenses								
3000 - Project Expenses	209,784	562,283	352,499	37.31 %	3,317,130	6,750,100	3,432,970	49.14 %
4000 - Fixed Asset Purchases	79,457	9,621	-69,836	825.86 %	114,821	115,500	679	99.41 %
5000 - Debt Service	0	19,159	19,159	0.00 %	70,424	230,000	159,576	30.62 %
6000 - Contingencies	0	6,248	6,248	0.00 %	0	75,000	75,000	0.00 %
6500 - Reserves	0	70,776	70,776	0.00 %	0	849,650	849,650	0.00 %
Total Level1: 300 - Other Expenses:	289,242	668,087	378,845	43.29 %	3,502,374	8,020,250	4,517,876	43.67 %
Total Expense:	614,529	1,046,302	431,773	58.73 %	7,148,925	12,560,650	5,411,725	56.92 %
Report Total:	1,804,195	0	1,804,195		406,652	0	406,652	

EXHIBIT 21-E

Statement of Revenue Over Expense - No Decimals

For Fiscal: 2016-2017 Period Ending: 04/30/2017

Fund Summary

Fund	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
24 - MITIGATION FUND	125,097	0	125,097		-230,134	0	-230,134	
26 - CONSERVATION FUND	311,181	0	311,181		201,830	0	201,830	
35 - WATER SUPPLY FUND	1,367,917	0	1,367,917		434,956	0	434,956	
Report Total:	1,804,195	0.01	1,804,195		406,652	0	406,652	



Monterey Peninsula Water Management Dist

Statement of Revenue Over Expense - No Decimals
Group Summary

For Fiscal: 2016-2017 Period Ending: 04/30/2017

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
Fund: 24 - MITIGATION FUND								
Revenue								
R110 - Mitigation Revenue	215,011	209,791	5,220	-102.49 %	1,443,455	2,518,500	-1,075,045	-57.31 %
R130 - User Fees	2,961	7,289	-4,328	-40.62 %	32,326	87,500	-55,174	-36.94 %
R160 - Well Registration Fee	150	0	150	0.00 %	1,550	0	1,550	0.00 %
R180 - River Work Permit Application	0	0	0	0.00 %	25	0	25	0.00 %
R190 - WDS Permits Rule 21	1,200	4,665	-3,465	-25.72 %	19,957	56,000	-36,043	-35.64 %
R230 - Miscellaneous - Other	0	833	-833	0.00 %	4,293	10,000	-5,707	-42.93 %
R250 - Interest Income	1,133	208	924	-543.83 %	1,668	2,500	-832	-66.71 %
R290 - CAW - Miscellaneous	0	35,561	-35,561	0.00 %	0	426,900	-426,900	0.00 %
R310 - Other Reimbursements	0	2,416	-2,416	0.00 %	0	29,000	-29,000	0.00 %
R320 - Grants	61,052	16,660	44,392	-366.46 %	60,248	200,000	-139,752	-30.12 %
R510 - Operating Reserve	0	8,688	-8,688	0.00 %	0	104,300	-104,300	0.00 %
Total Revenue:	281,506	286,111	-4,604	-98.39 %	1,563,521	3,434,700	-1,871,179	-45.52 %

EXHIBIT 21-E

Statement of Revenue Over Expense - No Decimals

For Fiscal: 2016-2017 Period Ending: 04/30/2017

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
Expense								
Level1: 100 - Personnel Costs								
1100 - Salaries & Wages	71,321	84,766	13,446	84.14 %	799,805	1,017,600	217,795	78.60 %
1110 - Manager's Auto Allowance	92	100	8	92.34 %	969	1,200	231	80.76 %
1120 - Manager's Deferred Comp	126	142	15	89.09 %	1,388	1,700	312	81.63 %
1130 - Unemployment Compensation	0	108	108	0.00 %	0	1,300	1,300	0.00 %
1140 - Insurance Opt-Out Supplemental	0	267	267	0.00 %	1,879	3,200	1,321	58.71 %
1150 - Temporary Personnel	1,646	42	-1,605	3,953.04 %	6,035	500	-5,535	1,207.04 %
1160 - PERS Retirement	7,078	14,369	7,291	49.26 %	163,166	172,500	9,334	94.59 %
1170 - Medical Insurance	10,524	11,729	1,204	89.73 %	107,988	140,800	32,812	76.70 %
1180 - Medical Insurance - Retirees	3,088	2,074	-1,014	148.89 %	28,796	24,900	-3,896	115.65 %
1190 - Workers Compensation	2,118	2,482	364	85.33 %	23,840	29,800	5,960	80.00 %
1200 - Life Insurance	172	242	70	71.23 %	1,795	2,900	1,105	61.89 %
1210 - Long Term Disability Insurance	458	525	67	87.33 %	4,726	6,300	1,574	75.02 %
1220 - Short Term Disability Insurance	91	117	26	78.05 %	939	1,400	461	67.05 %
1230 - Other Benefits	0	0	0	0.00 %	402	0	-402	0.00 %
1250 - Moving Expense Reimbursement	0	0	0	0.00 %	116	0	-116	0.00 %
1260 - Employee Assistance Program	23	50	27	46.78 %	250	600	350	41.73 %
1270 - FICA Tax Expense	132	292	160	45.29 %	3,939	3,500	-439	112.56 %
1280 - Medicare Tax Expense	1,028	1,266	238	81.21 %	15,221	15,200	-21	100.14 %
1290 - Staff Development & Training	0	841	841	0.00 %	3,850	10,100	6,250	38.12 %
1300 - Conference Registration	0	125	125	0.00 %	1,453	1,500	47	96.85 %
1310 - Professional Dues	270	67	-203	405.16 %	575	800	225	71.85 %
1320 - Personnel Recruitment	0	225	225	0.00 %	917	2,700	1,783	33.96 %
Total Level1: 100 - Personnel Costs:	98,169	119,827	21,658	81.93 %	1,168,049	1,438,500	270,451	81.20 %
Level1: 200 - Supplies and Services								
2000 - Board Member Compensation	0	1,291	1,291	0.00 %	8,941	15,500	6,559	57.68 %
2020 - Board Expenses	477	350	-127	136.27 %	2,796	4,200	1,404	66.58 %
2040 - Rent	643	900	257	71.42 %	8,425	10,800	2,375	78.01 %
2060 - Utilities	919	1,341	422	68.53 %	10,409	16,100	5,691	64.65 %
2120 - Insurance Expense	1,430	1,574	144	90.84 %	14,301	18,900	4,599	75.67 %
2130 - Membership Dues	253	841	589	30.01 %	10,616	10,100	-516	105.10 %
2140 - Bank Charges	162	142	-20	114.34 %	1,487	1,700	213	87.46 %
2150 - Office Supplies	3,060	475	-2,585	644.51 %	8,841	5,700	-3,141	155.10 %
2160 - Courier Expense	148	275	127	53.91 %	2,154	3,300	1,146	65.26 %
2170 - Printing/Photocopy	83	175	92	47.56 %	145	2,100	1,955	6.93 %
2180 - Postage & Shipping	210	225	15	93.37 %	2,278	2,700	422	84.38 %
2190 - IT Supplies/Services	4,221	3,257	-964	129.59 %	33,443	39,100	5,657	85.53 %
2200 - Professional Fees	7,441	5,948	-1,494	125.11 %	71,398	71,400	2	100.00 %
2220 - Equipment Repairs & Maintenance	1,134	267	-867	425.38 %	2,327	3,200	873	72.72 %
2235 - Equipment Lease	410	491	82	83.41 %	4,905	5,900	995	83.14 %
2240 - Telephone	1,488	1,474	-14	100.94 %	15,336	17,700	2,364	86.64 %

EXHIBIT 21-E

111

Statement of Revenue Over Expense - No Decimals**For Fiscal: 2016-2017 Period Ending: 04/30/2017**

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
2260 - Facility Maintenance	2,470	1,341	-1,129	184.18 %	12,810	16,100	3,290	79.56 %
2270 - Travel Expenses	1,325	883	-442	150.05 %	2,927	10,600	7,673	27.61 %
2280 - Transportation	2,498	858	-1,640	291.16 %	16,382	10,300	-6,082	159.05 %
2300 - Legal Services	0	9,330	9,330	0.00 %	120,235	112,000	-8,235	107.35 %
2380 - Meeting Expenses	342	200	-142	170.93 %	1,455	2,400	945	60.63 %
2420 - Legal Notices	75	158	83	47.41 %	180	1,900	1,720	9.48 %
2460 - Public Outreach	324	175	-149	185.02 %	1,385	2,100	715	65.95 %
2480 - Miscellaneous	0	125	125	0.00 %	99	1,500	1,401	6.58 %
2900 - Operating Supplies	43	192	148	22.67 %	564	2,300	1,736	24.52 %
Total Level1: 200 - Supplies and Services:	29,156	32,287	3,131	90.30 %	353,837	387,600	33,763	91.29 %
Level1: 300 - Other Expenses								
3000 - Project Expenses	20,543	58,464	37,921	35.14 %	249,440	701,850	452,410	35.54 %
4000 - Fixed Asset Purchases	8,542	2,132	-6,409	400.55 %	22,329	25,600	3,271	87.22 %
6000 - Contingencies	0	2,624	2,624	0.00 %	0	31,500	31,500	0.00 %
6500 - Reserves	0	70,776	70,776	0.00 %	0	849,650	849,650	0.00 %
Total Level1: 300 - Other Expenses:	29,085	133,996	104,912	21.71 %	271,769	1,608,600	1,336,831	16.89 %
Total Expense:	156,409	286,111	129,701	54.67 %	1,793,655	3,434,700	1,641,045	52.22 %
Total Revenues	281,506	286,111	-4,604	-98.39 %	1,563,521	3,434,700	-1,871,179	-45.52 %
Total Fund: 24 - MITIGATION FUND:	125,097	0	125,097		-230,134	0	-230,134	

EXHIBIT 21-E

112

Statement of Revenue Over Expense - No Decimals**For Fiscal: 2016-2017 Period Ending: 04/30/2017**

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
Fund: 26 - CONSERVATION FUND								
Revenue								
R120 - Property Taxes Revenues	471,413	0	471,413	0.00 %	1,090,378	0	1,090,378	0.00 %
R130 - User Fees	546	625	-78	-87.46 %	5,965	7,500	-1,535	-79.54 %
R150 - Permit Processing Fee	18,771	14,578	4,194	-128.77 %	181,870	175,000	6,870	-103.93 %
R200 - Recording Fees	631	666	-35	-94.69 %	10,081	8,000	2,081	-126.01 %
R210 - Legal Fees	342	833	-491	-41.06 %	2,458	10,000	-7,542	-24.58 %
R230 - Miscellaneous - Other	0	0	0	0.00 %	500	0	500	0.00 %
R250 - Interest Income	1,658	292	1,367	-568.76 %	3,816	3,500	316	-109.02 %
R270 - CAW - Rebates	14,839	83,300	-68,461	-17.81 %	401,998	1,000,000	-598,002	-40.20 %
R280 - CAW - Conservation	0	27,797	-27,797	0.00 %	0	333,700	-333,700	0.00 %
R310 - Other Reimbursements	0	500	-500	0.00 %	0	6,000	-6,000	0.00 %
R320 - Grants	0	1,666	-1,666	0.00 %	0	20,000	-20,000	0.00 %
R510 - Operating Reserve	0	200	-200	0.00 %	0	2,400	-2,400	0.00 %
R695 - Other Financing Sources	0	83,433	-83,433	0.00 %	0	1,001,600	-1,001,600	0.00 %
Total Revenue:	508,200	213,889	294,311	-237.60 %	1,697,065	2,567,700	-870,635	-66.09 %

EXHIBIT 21-E

Statement of Revenue Over Expense - No Decimals

For Fiscal: 2016-2017 Period Ending: 04/30/2017

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
Expense								
Level1: 100 - Personnel Costs								
1100 - Salaries & Wages	37,271	46,556	9,285	80.06 %	439,815	558,900	119,085	78.69 %
1110 - Manager's Auto Allowance	92	100	8	92.34 %	969	1,200	231	80.76 %
1120 - Manager's Deferred Comp	126	142	15	89.09 %	1,388	1,700	312	81.63 %
1130 - Unemployment Compensation	0	58	58	0.00 %	0	700	700	0.00 %
1140 - Insurance Opt-Out Supplemental	0	267	267	0.00 %	1,879	3,200	1,321	58.71 %
1150 - Temporary Personnel	4,303	3,357	-946	128.19 %	36,536	40,300	3,764	90.66 %
1160 - PERS Retirement	3,521	7,247	3,726	48.59 %	81,299	87,000	5,701	93.45 %
1170 - Medical Insurance	6,440	7,489	1,049	85.99 %	68,051	89,900	21,849	75.70 %
1180 - Medical Insurance - Retirees	1,985	1,158	-827	171.46 %	18,512	13,900	-4,612	133.18 %
1190 - Workers Compensation	141	208	67	67.93 %	1,702	2,500	798	68.08 %
1200 - Life Insurance	84	117	33	71.97 %	892	1,400	508	63.71 %
1210 - Long Term Disability Insurance	240	300	60	79.99 %	2,594	3,600	1,006	72.04 %
1220 - Short Term Disability Insurance	48	67	19	71.53 %	515	800	285	64.42 %
1230 - Other Benefits	0	0	0	0.00 %	258	0	-258	0.00 %
1260 - Employee Assistance Program	14	33	19	42.95 %	160	400	240	40.04 %
1270 - FICA Tax Expense	0	83	83	0.00 %	348	1,000	652	34.76 %
1280 - Medicare Tax Expense	527	708	181	74.45 %	6,938	8,500	1,562	81.62 %
1290 - Staff Development & Training	1,145	758	-387	151.05 %	4,205	9,100	4,895	46.21 %
1300 - Conference Registration	605	133	-472	453.93 %	2,730	1,600	-1,130	170.62 %
1310 - Professional Dues	120	50	-70	240.10 %	498	600	102	82.99 %
1320 - Personnel Recruitment	0	150	150	0.00 %	325	1,800	1,475	18.05 %
Total Level1: 100 - Personnel Costs:	56,664	68,981	12,317	82.14 %	669,613	828,100	158,487	80.86 %
Level1: 200 - Supplies and Services								
2000 - Board Member Compensation	0	833	833	0.00 %	5,605	10,000	4,395	56.05 %
2020 - Board Expenses	306	225	-82	136.27 %	1,798	2,700	902	66.58 %
2040 - Rent	204	225	21	90.76 %	2,158	2,700	542	79.92 %
2060 - Utilities	572	850	278	67.30 %	6,484	10,200	3,716	63.56 %
2120 - Insurance Expense	919	1,016	97	90.47 %	9,194	12,200	3,006	75.36 %
2130 - Membership Dues	162	950	787	17.10 %	8,405	11,400	2,995	73.73 %
2140 - Bank Charges	104	92	-12	113.62 %	1,001	1,100	99	90.96 %
2150 - Office Supplies	2,319	325	-1,994	713.82 %	5,788	3,900	-1,888	148.41 %
2160 - Courier Expense	91	175	84	51.96 %	1,371	2,100	729	65.30 %
2170 - Printing/Photocopy	53	525	471	10.19 %	93	6,300	6,207	1.48 %
2180 - Postage & Shipping	135	133	-2	101.29 %	1,359	1,600	241	84.95 %
2190 - IT Supplies/Services	2,712	2,083	-629	130.21 %	21,047	25,000	3,953	84.19 %
2200 - Professional Fees	4,784	3,823	-960	125.11 %	45,899	45,900	1	100.00 %
2220 - Equipment Repairs & Maintenance	729	167	-562	437.53 %	1,496	2,000	504	74.79 %
2235 - Equipment Lease	229	317	87	72.39 %	2,797	3,800	1,003	73.59 %
2240 - Telephone	893	941	48	94.86 %	8,399	11,300	2,901	74.33 %
2260 - Facility Maintenance	1,588	791	-797	200.66 %	8,209	9,500	1,291	86.41 %

EXHIBIT 21-E

114

Statement of Revenue Over Expense - No Decimals**For Fiscal: 2016-2017 Period Ending: 04/30/2017**

Level...	April Activity	April Budget	Variance		YTD Activity	Total Budget	Variance	
			Favorable (Unfavorable)	Percent Used			Favorable (Unfavorable)	Percent Used
2270 - Travel Expenses	710	1,075	365	66.04 %	6,689	12,900	6,211	51.85 %
2280 - Transportation	3,299	500	-2,799	660.10 %	4,031	6,000	1,969	67.18 %
2300 - Legal Services	0	3,998	3,998	0.00 %	46,417	48,000	1,583	96.70 %
2380 - Meeting Expenses	241	325	84	74.11 %	901	3,900	2,999	23.10 %
2420 - Legal Notices	48	58	10	82.73 %	116	700	584	16.53 %
2460 - Public Outreach	208	117	-91	178.42 %	1,487	1,400	-87	106.25 %
2480 - Miscellaneous	0	83	83	0.00 %	63	1,000	937	6.34 %
2500 - Tax Administration Fee	7,154	600	-6,554	1,192.81 %	7,154	7,200	46	99.36 %
2900 - Operating Supplies	424	1,225	801	34.59 %	10,832	14,700	3,868	73.69 %
Total Level1: 200 - Supplies and Services:	27,884	21,450	-6,434	130.00 %	208,791	257,500	48,709	81.08 %
Level1: 300 - Other Expenses								
3000 - Project Expenses	48,111	115,929	67,818	41.50 %	541,673	1,391,700	850,027	38.92 %
4000 - Fixed Asset Purchases	64,360	5,839	-58,521	1,102.19 %	75,157	70,100	-5,057	107.21 %
6000 - Contingencies	0	1,691	1,691	0.00 %	0	20,300	20,300	0.00 %
Total Level1: 300 - Other Expenses:	112,471	123,459	10,988	91.10 %	616,831	1,482,100	865,269	41.62 %
Total Expense:	197,019	213,889	16,870	92.11 %	1,495,235	2,567,700	1,072,465	58.23 %
Total Revenues	508,200	213,889	294,311	-237.60 %	1,697,065	2,567,700	-870,635	-66.09 %
Total Fund: 26 - CONSERVATION FUND:	311,181	0	311,181		201,830	0	201,830	

EXHIBIT 21-E

115

Statement of Revenue Over Expense - No Decimals**For Fiscal: 2016-2017 Period Ending: 04/30/2017**

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
Fund: 35 - WATER SUPPLY FUND								
Revenue								
R100 - Water Supply Charge	1,290,081	283,220	1,006,861	-455.50 %	3,327,517	3,400,000	-72,483	-97.87 %
R120 - Property Taxes Revenues	281,643	133,280	148,363	-211.32 %	651,440	1,600,000	-948,560	-40.71 %
R140 - Connection Charges	54,910	17,701	37,209	-310.21 %	270,440	212,500	57,940	-127.27 %
R220 - Copy Fee	78	0	78	0.00 %	301	0	301	0.00 %
R230 - Miscellaneous - Other	141	833	-692	-16.93 %	1,411	10,000	-8,589	-14.11 %
R240 - Insurance Refunds	0	0	0	0.00 %	290	0	290	0.00 %
R250 - Interest Income	2,165	1,166	999	-185.68 %	4,904	14,000	-9,096	-35.03 %
R265 - CAW - Los Padres Reimbursement	0	41,650	-41,650	0.00 %	0	500,000	-500,000	0.00 %
R300 - Watermaster	0	6,214	-6,214	0.00 %	38,687	74,600	-35,913	-51.86 %
R308 - Reclamation Project	0	1,666	-1,666	0.00 %	0	20,000	-20,000	0.00 %
R310 - Other Reimbursements	0	83	-83	0.00 %	0	1,000	-1,000	0.00 %
R320 - Grants	0	9,196	-9,196	0.00 %	0	110,400	-110,400	0.00 %
R510 - Operating Reserve	0	134,725	-134,725	0.00 %	0	1,617,350	-1,617,350	0.00 %
R695 - Other Financing Sources	0	-83,433	83,433	0.00 %	0	-1,001,600	1,001,600	0.00 %
Total Revenue:	1,629,018	546,302	1,082,715	-298.19 %	4,294,990	6,558,250	-2,263,260	-65.49 %

EXHIBIT 21-E

116

Statement of Revenue Over Expense - No Decimals

For Fiscal: 2016-2017 Period Ending: 04/30/2017

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
Expense								
Level1: 100 - Personnel Costs								
1100 - Salaries & Wages	60,127	69,156	9,029	86.94 %	660,475	830,200	169,725	79.56 %
1110 - Manager's Auto Allowance	277	300	23	92.34 %	2,908	3,600	692	80.77 %
1120 - Manager's Deferred Comp	378	417	38	90.86 %	4,163	5,000	837	83.26 %
1130 - Unemployment Compensation	0	83	83	0.00 %	0	1,000	1,000	0.00 %
1140 - Insurance Opt-Out Supplemental	0	275	275	0.00 %	2,799	3,300	501	84.82 %
1150 - Temporary Personnel	1,215	33	-1,182	3,647.15 %	4,639	400	-4,239	1,159.86 %
1160 - PERS Retirement	5,943	12,337	6,394	48.17 %	140,140	148,100	7,960	94.63 %
1170 - Medical Insurance	8,494	8,597	102	98.81 %	81,162	103,200	22,038	78.65 %
1180 - Medical Insurance - Retirees	2,279	1,591	-688	143.27 %	21,254	19,100	-2,154	111.28 %
1190 - Workers Compensation	1,101	1,358	256	81.12 %	11,796	16,300	4,504	72.37 %
1200 - Life Insurance	118	183	66	64.12 %	1,208	2,200	992	54.89 %
1210 - Long Term Disability Insurance	355	400	44	88.90 %	3,555	4,800	1,245	74.06 %
1220 - Short Term Disability Insurance	70	100	29	70.51 %	705	1,200	495	58.74 %
1230 - Other Benefits	0	0	0	0.00 %	297	0	-297	0.00 %
1260 - Employee Assistance Program	19	42	23	44.92 %	189	500	311	37.76 %
1270 - FICA Tax Expense	22	83	62	26.16 %	674	1,000	326	67.40 %
1280 - Medicare Tax Expense	772	1,025	253	75.31 %	12,244	12,300	56	99.55 %
1290 - Staff Development & Training	56	741	685	7.62 %	743	8,900	8,157	8.34 %
1300 - Conference Registration	0	108	108	0.00 %	1,542	1,300	-242	118.64 %
1310 - Professional Dues	0	67	67	0.00 %	258	800	542	32.29 %
1320 - Personnel Recruitment	0	167	167	0.00 %	700	2,000	1,300	34.98 %
Total Level1: 100 - Personnel Costs:	81,228	97,061	15,833	83.69 %	951,451	1,165,200	213,749	81.66 %
Level1: 200 - Supplies and Services								
2000 - Board Member Compensation	0	958	958	0.00 %	6,649	11,500	4,851	57.82 %
2020 - Board Expenses	352	258	-94	136.27 %	2,094	3,100	1,006	67.54 %
2040 - Rent	559	808	249	69.23 %	7,544	9,700	2,156	77.77 %
2060 - Utilities	686	991	305	69.22 %	7,756	11,900	4,144	65.18 %
2120 - Insurance Expense	1,056	1,166	111	90.51 %	10,556	14,000	3,444	75.40 %
2130 - Membership Dues	186	633	447	29.44 %	7,835	7,600	-235	103.10 %
2140 - Bank Charges	120	100	-20	119.56 %	1,051	1,200	149	87.57 %
2150 - Office Supplies	2,276	367	-1,909	620.94 %	6,747	4,400	-2,347	153.33 %
2160 - Courier Expense	111	200	89	55.47 %	1,594	2,400	806	66.42 %
2170 - Printing/Photocopy	61	125	64	49.15 %	107	1,500	1,393	7.16 %
2180 - Postage & Shipping	155	175	20	88.61 %	1,665	2,100	435	79.26 %
2190 - IT Supplies/Services	3,115	2,407	-708	129.40 %	24,935	28,900	3,965	86.28 %
2200 - Professional Fees	5,492	4,390	-1,103	125.11 %	52,746	52,700	-46	100.09 %
2220 - Equipment Repairs & Maintenance	837	192	-645	436.82 %	1,717	2,300	583	74.67 %
2235 - Equipment Lease	314	358	44	87.79 %	3,706	4,300	594	86.19 %
2240 - Telephone	1,028	1,158	130	88.81 %	9,827	13,900	4,073	70.70 %
2260 - Facility Maintenance	1,823	1,025	-799	177.94 %	9,464	12,300	2,836	76.94 %

EXHIBIT 21-E

117

Statement of Revenue Over Expense - No Decimals**For Fiscal: 2016-2017 Period Ending: 04/30/2017**

Level...	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
2270 - Travel Expenses	715	716	1	99.86 %	3,234	8,600	5,366	37.61 %
2280 - Transportation	137	858	721	16.02 %	1,331	10,300	8,969	12.92 %
2300 - Legal Services	0	19,992	19,992	0.00 %	117,849	240,000	122,151	49.10 %
2380 - Meeting Expenses	268	150	-118	178.53 %	1,080	1,800	720	59.97 %
2420 - Legal Notices	55	142	86	39.11 %	133	1,700	1,567	7.82 %
2460 - Public Outreach	239	133	-106	179.24 %	1,731	1,600	-131	108.16 %
2480 - Miscellaneous	0	92	92	0.00 %	262	1,100	838	23.84 %
2500 - Tax Administration Fee	12,599	1,066	-11,533	1,181.63 %	12,599	12,800	201	98.43 %
2900 - Operating Supplies	0	150	150	0.00 %	598	1,800	1,202	33.23 %
Total Level1: 200 - Supplies and Services:	32,186	38,610	6,423	83.36 %	294,809	463,500	168,691	63.60 %
Level1: 300 - Other Expenses								
3000 - Project Expenses	141,131	387,891	246,760	36.38 %	2,526,016	4,656,550	2,130,534	54.25 %
4000 - Fixed Asset Purchases	6,555	1,649	-4,906	397.45 %	17,335	19,800	2,465	87.55 %
5000 - Debt Service	0	19,159	19,159	0.00 %	70,424	230,000	159,576	30.62 %
6000 - Contingencies	0	1,933	1,933	0.00 %	0	23,200	23,200	0.00 %
Total Level1: 300 - Other Expenses:	147,686	410,632	262,946	35.97 %	2,613,775	4,929,550	2,315,775	53.02 %
Total Expense:	261,100	546,302	285,202	47.79 %	3,860,034	6,558,250	2,698,216	58.86 %
Total Revenues	1,629,018	546,302	1,082,715	-298.19 %	4,294,990	6,558,250	-2,263,260	-65.49 %
Total Fund: 35 - WATER SUPPLY FUND:	1,367,917	0	1,367,917		434,956	0	434,956	
Report Total:	1,804,195	0	1,804,195		406,652	0	406,652	

EXHIBIT 21-E**Statement of Revenue Over Expense - No Decimals**

For Fiscal: 2016-2017 Period Ending: 04/30/2017

Fund Summary

Fund	April Activity	April Budget	Variance Favorable (Unfavorable)	Percent Used	YTD Activity	Total Budget	Variance Favorable (Unfavorable)	Percent Used
24 - MITIGATION FUND	125,097	0	125,097		-230,134	0	-230,134	
26 - CONSERVATION FUND	311,181	0	311,181		201,830	0	201,830	
35 - WATER SUPPLY FUND	1,367,917	0	1,367,917		434,956	0	434,956	
Report Total:	1,804,195	0.01	1,804,195		406,652	0	406,652	

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



DRAFT AGENDA (Current 6/7/17)
Regular Meeting
Board of Directors
Monterey Peninsula Water Management District

Monday, June 19, 2017, 7:00 PM
 Conference Room, Monterey Peninsula Water Management District
 5 Harris Court, Building G, Monterey, CA

Staff notes will be available on the District web site at
<http://www.mpwmd.net/who-we-are/board-of-directors/bod-meeting-agendas-calendar/>
 by 5 PM on Friday, June 16, 2017.

The 7:00 PM Meeting will be televised on Comcast Channels 25 & 28. Refer to broadcast schedule on page 2.

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

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

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

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

1. Consider Adoption of Minutes of the May 15, 2017 Regular Board Meeting
2. Consider Approval of Committee Appointments
3. Consider Expenditure of Funds for a California Department of Fish and Wildlife Permit Application Fee for the Phase 2 Aquifer Storage and Recovery Project
4. Consider Approval of Contract with CSUMB for Carmel River Cross Section Survey and Large Wood Inventory

Board of Directors

Robert S. Brower, Sr., Chair – Division 5
 Andrew Clarke, Vice Chair – Division 2
 Brenda Lewis – Division 1
 Molly Evans – Division 3
 Jeanne Byrne – Division 4
 Ralph Rubio, Mayoral Representative
 Mary Adams, Monterey County Board of Supervisors Representative

General Manager

David J. Stoldt

This agenda was posted at the District office at 5 Harris Court, Bldg. G Monterey on _____, 2017. Staff reports regarding these agenda items will be available for public review on 1/20/2017, at the District office and at the Carmel, Carmel Valley, Monterey, Pacific Grove and Seaside libraries. After staff reports have been distributed, if additional documents are produced by the District and provided to a majority of the Board regarding any item on the agenda, they will be available at the District office during normal business hours, and posted on the District website at www.mpwmd.net/who-we-are/board-of-directors/bod-meeting-agendas-calendar/. Documents distributed at the meeting will be made available in the same manner. The next regular meeting of the Board of Directors is scheduled for July 17, 2017 at 7 pm.

5. Consider Approval of Contract with Balance Hydrologics, Inc. for Design of Lower San Carlos Restoration Project
6. Consider Approval of Amendment No. 1 to Agreement with Regional Government Services Authority for Management and Administrative Services
7. Consider Expenditure to Contract for a Limited-Term Project Manager in the Planning and Engineering Division During FY 2016-2017
8. Consider Expenditure for Temporary Agency Employee to Assist with Data Migration During FY 2017-18
9. Consider Approval of Agreement with Lynx Technologies for Geographic Information System (GIS) Services
10. Consider Approval of Contract with Towill Inc. for Annual Aerial Photography of the Carmel River
11. Authorize Funds to Contract for Limited-Term Field Positions during FY 2017-2018
12. Consider Renewal of Standard License Agreement With CoreLogic Information Solutions, Inc.
13. Consider Continuance of Contract with Zone 24x7 for Water Demand Database Improvements and Maintenance
14. Consider Amendment to Contract with Pueblo Water Resources to Provide Hydrogeologic Review for Water Distribution System Permits
15. Consider Authorizing CLA-VAL Western Regional Service to Proceed with Annual Maintenance and Servicing of Valves at the Santa Margarita and Seaside Middle School Aquifer Storage and Recovery Facilities
16. Consider Contract for District Public Outreach and Communications Services with TBC Communications and Media for Fiscal Year 2017-2018
17. Consider Authorization to Contract with Hayashi & Wayland to Conduct Annual Financial Audit for Fiscal Year Ending 2017, 2018, and 2019
18. Consider Adoption of Resolution 2017-07 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 2017-10 Establishing Article XIII(B) Fiscal Year 2017-18 Appropriations Limit
20. Consider Adoption of Resolution 2017-11 Update to Rule 24, Table 3, Capacity Fee History
21. Consider Adoption of Resolution 2017-12 Amending Rule 60 - Fees and Charges Table
22. Consider Adoption of Treasurer's Report for April 2017
23. Receive Water Year 2015 Aquifer Storage and Recovery Project Summary of Operations Report
24. Receive 2016 Monterey Peninsula Water Conservation Program Annual Report

GENERAL MANAGER'S REPORT

25. Status Report on California American Water Compliance with State Water Resources Control Board Order 2016-0016 and Seaside Groundwater Basin Adjudication Decision
26. Update on Development of Water Supply Projects
27. Report on Status of Non-Revenue Water Sales

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

28. 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.

29. **Consider First Reading of Draft Ordinance No. 177 - Amendments to Rules and Regulations**
Action:

30. **Consider Adoption of July through September 2017 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 2017. The strategy sets monthly goals for surface and groundwater production from various sources within the California American Water systems.

- 31. **Consider Adoption of Proposed FY 2017-18 MPWMD Budget and Resolution 2017-09**
Action: The Board will consider adoption of the Fiscal Year 2017-18 MPWMD Budget and the corresponding resolution that would confirm their action.

ACTION ITEMS – No Action Items were submitted for consideration by the Board of Directors

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.

- 32. Letters Received
- 33. Committee Reports
- 34. Monthly Allocation Report
- 35. Water Conservation Program Report
- 36. Carmel River Fishery Report
- 37. Monthly Water Supply and California American Water Production Report

ADJOURNMENT

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

Upcoming Board Meetings			
Monday, July 17, 2017	Regular Board Meeting	7:00 pm	District conference room
Monday, August 21, 2017	Regular Board Meeting	7:00 pm	District conference room
Monday, Sept. 18, 2017	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 15, 2017. 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.