



**REGULAR MEETING
BOARD OF DIRECTORS
THURSDAY, OCTOBER 22, 2015 – 6:30PM
3 DAIRY LANE, BELMONT CALIFORNIA**

AGENDA

1. OPENING

- A. Call to Order
- B. Establishment of Quorum
- C. Pledge of Allegiance

2. PUBLIC COMMENT

Members of the public may address the Board on the Consent Agenda or any item of interest within the jurisdiction of the Board but not on its agenda today. In compliance with the Brown Act, the Board cannot discuss or act on items not on the agenda. Please complete a speaker's form and give it to the District Secretary. Each speaker is limited to three (3) minutes.

3. AGENDA REVIEW: ADDITIONS/DELETIONS AND PULLED CONSENT ITEMS

4. ACKNOWLEDGEMENTS/PRESENTATIONS

None

5. CONSENT AGENDA

All matters on the Consent Agenda are to be approved by one motion. If Directors wish to discuss a consent item other than simple clarifying questions, a request for removal may be made. Such items are pulled for separate discussion and action after the Consent Agenda as a whole is acted upon.

- A. Approve Minutes for the Regular Board Meeting of September 24, 2015
- B. Approve Expenditures from September 17, 2015, through October 13, 2015
- C. Approve Contract for Professional Services in the amount of \$42,400 with Cornerstone Structural Engineering Group, Inc., for Hallmark Water Storage Tanks Seismic Retrofit Evaluation and Strategy Development

6. HEARINGS AND APPEALS

None

7. DROUGHT AND WATER CONSERVATION

- A. Water Conservation Progress Report
- B. Receive Report on State Model Water Efficient Landscape Ordinance Revisions, Proposed BAWSCA Model Water Efficient Landscape Ordinance, and Recommended Direction for MPWD

8. REGULAR BUSINESS AGENDA

- A. Consider Resolution 2015-19 Adopting the Revised MPWD Conflict of Interest Code
- B. Consider and Confirm MPWD 2016 Board Meeting Schedule

9. MANAGER'S AND BOARD REPORTS

- A. General Manager's Report
 - 1. Supplemented by Administrative Services Manager's Report
 - 2. Supplemented by Operations Manager's Report
 - 3. Supplemented by District Engineer's Report
- B. Financial Reports
- C. Director Reports

10. FUTURE AGENDA ITEMS

Requests from Board members to receive feedback, direct staff to prepare information, and/or request a formal agenda report be prepared and the item placed on a future agenda. No formal action can be taken.

11. COMMUNICATIONS

12. ADJOURNMENT

This agenda was posted at the Mid-Peninsula Water District's office, 3 Dairy Lane, in Belmont, California, and on its website at www.midpeninsulawater.org.

ACCESSIBLE PUBLIC MEETINGS

Upon request, the Mid-Peninsula Water District will 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 contact the District Secretary at (650) 591-8941 to request specific materials and preferred alternative format or auxiliary aid or service at least 48 hours before the meeting.

Next Board Meeting: Monday, November 16, 2015, at 6:30PM

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REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE MID-PENINSULA WATER DISTRICT

September 24, 2015
Belmont, California

1. OPENING

A. Call to Order:

The regular meeting of the Mid-Peninsula Water District Board of Directors was called to order by President Linvill at 6:30 PM.

B. Pledge of Allegiance – The Pledge of Allegiance was led by Operations Manager Rene Ramirez.

C. Establishment of Quorum:

PRESENT: Directors Linvill, Stuebing, Vella, and Warden.

ABSENT: Vice President Zucca

A quorum was present.

ALSO PRESENT: General Manager Tammy Rudock, Administrative Services Manager Candy Pina, Operations Manager Rene Ramirez, District Counsel Joan Cassman, District Engineer Joubin Pakpour, and District Treasurer Jeff Ira.

2. PUBLIC COMMENTS

None.

3. AGENDA REVIEW: ADDITIONS/DELETIONS AND PULLED CONSENT ITEMS

General Manager Rudock added Resolution 2015-18 Authorizing the Amended MPWD Budget for FY 2015/2016 – Capital Outlay/Capital Projects, as pages 95A and 95B.

4. ACKNOWLEDGEMENTS/PRESENTATIONS

None.

5. CONSENT AGENDA

A. Approve Minutes for the Regular Board Meeting of August 27, 2015.

B. Approve Expenditures from August 20, 2015, through September 16, 2015.

C. Approve Contract for Professional Services in the amount of \$144,941 with Accela, Inc., for a Comprehensive Financial Management System

D. Approve Contract for Professional Services in the amount of \$38,550 with Cornerstone Structural Engineering Group, Inc. for Dekoven Water Tanks Seismic Retrofit Evaluation and Strategy Development

E. Approve Contract for Professional Services in the amount of \$30,845 with Subtronic Corporation for Water Leak Survey of MPWD System

Director Vella moved to approve the Consent Agenda, Director Stuebing seconded, and it was unanimously approved.

6. HEARINGS AND APPEALS

52 None.

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54 **7. DROUGHT AND WATER CONSERVATION**

55 **A. Water Conservation Progress Report**

56 General Manager Rudock summarized her written report acknowledging that the MPWD
57 is exceeding its 20% target by almost 12%.

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59 **8. REGULAR BUSINESS AGENDA**

60 **A. Regular MPWD Annual Report for End of Fiscal Year 2014/2015**

61 General Manager Rudock distributed the “Manager’s Annual Report for End of Year
62 2014/2015” presentation. She summarized the end-of-year operating revenues and
63 operating expenditures. Both came in under budget. Budgeted Capital Expenditures
64 totaled \$2,352,000, which included the following projects: Buckland Tank Replacement
65 \$1,000,000; Phased Meter Change-Out Program \$532,000; Belburn Water Main
66 Replacement \$506,000; Notre Dame/Folger Tie-In \$92,000; SCADA Replacement
67 \$15,000; Fleet Replacement (Plug-In Vehicles) - \$46,000, and various unbudgeted
68 capitalized capital outlay items totaling \$161,000. She provided a claims update, which
69 totaled \$8,521 paid for property damage claims, and an additional \$10,000 for litigation
70 defense. With regard to loss prevention, there were no measurable property losses, no
71 employee on-the-job injuries or accidents, and no worker’s compensation claims.

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73 **B. Consider Resolution 2015-18 Authorizing the Amended MPWD Budget for FY
74 2015/2016 – Capital Outlay/Capital Projects**

75 General Manager Rudock summarized her report, explaining how she arrived at the
76 Amended Capital Outlay/Capital Projects budget. The change occurred because a
77 previously budgeted capital project—Alameda de las Pulgas Water Main Replace—had
78 to be postponed because of logistical challenges. A new capital budget format was
79 developed and presented for increased transparency.

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81 Director Stuebing moved to approve Resolution 2015-18 Authorizing the Amended
82 MPWD Budget for FY 2015/2016 – Capital Outlay/Capital Projects, Director Vella
83 seconded. Roll call was taken, and it was unanimously approved.

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85 **C. Consider ACWA Ballot for Region 5 Board Election for the 2016/2017 Term**

86 General Manager Rudock asked for Board direction on the ACWA Region 5 Board
87 Election. It was decided to endorse the Region 5 Nomination Committee’s slate of
88 candidates. Director Warden moved to endorse the suggested candidates, Director
89 Vella seconded and it was unanimously approved.

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91 **D. BAWSCA Update**

92 Director Vella commented that the meeting tone in July was “doom and gloom” versus
93 the August meeting tone that centered around more effort on water conservation. It was
94 reported that there was a 90% chance of an El Nino but the conditions may translate to
95 an El Nino affecting Southern California more than Northern California. There was
96 discussion about the reappointment of Art Jenson as Special Advisor. They also talked
97 about BAWSCA’s investments and the reserve policy.

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99 **9. MANAGER’S AND BOARD REPORTS**

100 **A. General Manager’s Report**

101 General Manager Rudock highlighted items within her Manager’s report.

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1. **Supplemented by Administrative Services Manager’s Report**
Administrative Services Manager Candy Pina pointed out the new chart “MPWD Reserve Funds” which shows the balances of each reserve account for the last three years. This report will be included each month in this report.
 2. **Supplemented by Operations Manager’s Report**
Operations Manager Ramirez summarized his report.
 3. **Supplemented by District Engineer’s Report**
District Engineer Joubin Pakpour had nothing to report.

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B. Financial Reports
General Manager Tammy Rudock noted that total revenues and expenses were slightly lower than budgeted by 1%. She will be watching revenues and expenses very closely especially with a 32% reduction in water usage.

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C. Director Reports
Director Warden agreed with General Manager Rudock’s suggested protocol that staff report on items not contained within their written reports.

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Director Vella commented on the HIA meeting, pointing out the excellent presentation given by General Manager Tammy Rudock, and BAWSCA’s CEO Nicole Sandkulla. President Linvill added she liked the presentation as well.

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10. FUTURE AGENDA BUSINESS ITEMS
None.

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11. COMMUNICATIONS
None.

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The Board recessed into Closed Session at 7:48PM to discuss two matters.

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12. CLOSED SESSION

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A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

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Government Code Section 54956.9(a)
State Farm v. Mid-Peninsula Water District, et al.
San Mateo County Case No. 534546

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B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

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Government Code 54956.9(b)
Two Claims: 1) Maskay, Inc. d/b/a Eurotech
2) House of Wreckers

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The Board reconvened into open session at 8:30PM. District Counsel Cassman stated that the Board received a report on the litigation matters specified, and no action was taken.

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Director Warden motioned to adjourn at 8:31PM, Director Stuebing seconded, and it was unanimously approved.

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APPROVED:

DISTRICT SECRETARY

BOARD PRESIDENT

Type	Num	Date	Name	Account	Paid Amount
Check		09/23/2015	Return Item Charge	1030 · Cash- Checking 4013 · Returned Water Charges	\$ (454.75) <u>\$ (454.75)</u>
Check		09/24/2015	Return Item Charge	1030 · Cash- Checking 4013 · Returned Water Charges	\$ (47.00) <u>\$ (47.00)</u>
Check		09/25/2015	ADP Payroll Fees	1030 · Cash- Checking 7106 · Prof Serv - Accting & Payroll	\$ (169.92) <u>\$ (169.92)</u>
Check		09/25/2015	ADP Payroll Fees	1030 · Cash- Checking 7106 · Prof Serv - Accting & Payroll	\$ (96.50) <u>\$ (96.50)</u>
Check		10/02/2015	ADP Payroll Fees	1030 · Cash- Checking 7106 · Prof Serv - Accting & Payroll	\$ (151.73) <u>\$ (151.73)</u>
Check		10/02/2015	Authnet Gateway	1030 · Cash- Checking 6201 · Customer Credit Card Svs Fees	\$ (20.00) <u>\$ (20.00)</u>
Check		10/09/2015	CHUCK GRASSO	1030 · Cash- Checking 4012 · Water Refunds	\$ (5.33) <u>\$ (5.33)</u>
Check		10/09/2015	DAVE DARCHE	1030 · Cash- Checking 4012 · Water Refunds	\$ (22.85) <u>\$ (22.85)</u>
Check		10/09/2015	PARTHA SAHA	1030 · Cash- Checking 4012 · Water Refunds	\$ (25.00) <u>\$ (25.00)</u>
Check		10/09/2015	RHONDA WINTON	1030 · Cash- Checking 4012 · Water Refunds	\$ (2.96) <u>\$ (2.96)</u>

Check	10/09/2015 GRACE LEE	1030 · Cash- Checking 4012 · Water Refunds	\$ (6.27) <u> </u> \$ (6.27)
Check	10/09/2015 JESSE GILLEY	1030 · Cash- Checking 4012 · Water Refunds	\$ (5.33) <u> </u> \$ (5.33)
Check	10/09/2015 MARGARET KEATE	1030 · Cash- Checking 4012 · Water Refunds	\$ (11.93) <u> </u> \$ (11.93)
Check	10/09/2015 WILL WONG	1030 · Cash- Checking 4012 · Water Refunds	\$ (11.80) <u> </u> \$ (11.80)
Check	10/09/2015 KAREN DRUCKER	1030 · Cash- Checking 4012 · Water Refunds	\$ (8.00) <u> </u> \$ (8.00)
Check	10/09/2015 VIP	1030 · Cash- Checking 4012 · Water Refunds	\$ (10.33) <u> </u> \$ (10.33)
Check	10/09/2015 LAURIE KNOOT	1030 · Cash- Checking 4012 · Water Refunds	\$ (25.00) <u> </u> \$ (25.00)
Check	10/09/2015 DON SFARZO	1030 · Cash- Checking 4012 · Water Refunds	\$ (52.67) <u> </u> \$ (52.67)
Check	10/09/2015 HESSAM WESSAL	1030 · Cash- Checking 4012 · Water Refunds	\$ (103.13) <u> </u> \$ (103.13)
Check	10/09/2015 VIRONEX	1030 · Cash- Checking 4012 · Water Refunds	\$ (446.60) <u> </u> \$ (446.60)

Check		10/09/2015 ADP Payroll Fees	1030 · Cash- Checking	
			7106 · Prof Serv - Accting & Payroll	\$ (96.50)
				<u>\$ (96.50)</u>
Check	To Print	10/02/2015 Bankcard Mtot Disc	1030 · Cash- Checking	
			6201 · Customer Credit Card Svs Fees	\$ (6,049.04)
				<u>\$ (6,049.04)</u>
Check	EFT092415-1	09/24/2015 CALPERS	1030 · Cash- Checking	
			1430 · Payroll Clearing A/C	\$ (3,084.03)
			1430 · Payroll Clearing A/C	\$ (132.24)
			1430 · Payroll Clearing A/C	\$ (3,677.12)
				<u>\$ (6,893.39)</u>
Check	EFT092815-1	09/28/2015 Health Equity	1030 · Cash- Checking	
			1430 · Payroll Clearing A/C	\$ (750.00)
				<u>\$ (750.00)</u>
Bill Pmt -Check	EFT100615-1	10/06/2015 WELLS FARGO BUSINESS CARD	1030 · Cash- Checking	
Bill		09/21/2015	6050 · Employee Service Recognition	\$ (313.92)
			6303 · Public Outreach & Education	\$ (135.06)
			7205 · Meeting Expenses	\$ (156.85)
			7205 · Meeting Expenses	\$ (90.07)
			7205 · Meeting Expenses	\$ (15.78)
			7204 · Employee Travel/Training	\$ (15.47)
			6501 · M&R - Buildings & Grounds	\$ (75.78)
			1440 · Auto/Transprtion Clearing AC	\$ (38.66)
			6303 · Public Outreach & Education	\$ (154.67)
			6501 · M&R - Buildings & Grounds	\$ (58.84)
			7106 · Prof Serv - Accting & Payroll	\$ (0.77)
				<u>\$ (1,055.87)</u>
Check	EFT100815-1	10/08/2015 WELLS FARGO BUSINESS CARD	1030 · Cash- Checking	
			1410 · Prepaid Expenses	\$ (4,000.00)
				<u>\$ (4,000.00)</u>
Check	EFT092415-2	09/24/2015 ICMA contributions	1030 · Cash- Checking	
			1430 · Payroll Clearing A/C	\$ (666.24)
				<u>\$ (666.24)</u>

Check	EFT092815-2	09/28/2015 CALPERS	1030 · Cash- Checking	
			1430 · Payroll Clearing A/C	\$ (1,103.86)
			1430 · Payroll Clearing A/C	\$ (1,262.03)
				<u>\$ (2,365.89)</u>
Check	EFT092415-3	09/24/2015 Health Equity	1030 · Cash- Checking	
			1430 · Payroll Clearing A/C	\$ (659.58)
			1430 · Payroll Clearing A/C	\$ (100.00)
				<u>\$ (759.58)</u>
Check	EFT092815-3	09/28/2015 ICMA contributions	1030 · Cash- Checking	
			1430 · Payroll Clearing A/C	\$ (887.98)
				<u>\$ (887.98)</u>
Bill Pmt -Check	29948	09/24/2015 ALL STAR GLASS	1030 · Cash- Checking	
Bill	WSF075008	09/15/2015	6503 · M&R - Vehicle & Large Equip	\$ (436.54)
				<u>\$ (436.54)</u>
Bill Pmt -Check	29949	09/24/2015 AT&T 60197	1030 · Cash- Checking	
Bill	7025635	09/10/2015	7005 · Utilities - Telephones	\$ (18.75)
Bill	7025808	09/10/2015	7005 · Utilities - Telephones	\$ (135.94)
				<u>\$ (154.69)</u>
Bill Pmt -Check	29950	09/24/2015 Bay Pointe Landscape	1030 · Cash- Checking	
Bill	BPL-0704	09/01/2015	6501 · M&R - Buildings & Grounds	\$ (1,050.00)
Bill	BPL-0703	09/01/2015	6501 · M&R - Buildings & Grounds	\$ (1,050.00)
Bill	BPL-0705	09/03/2015	6501 · M&R - Buildings & Grounds	\$ (1,050.00)
				<u>\$ (3,150.00)</u>
Bill Pmt -Check	29951	09/24/2015 CARQUEST AUTO PARTS	1030 · Cash- Checking	
Bill	8292-438903	09/01/2015	6503 · M&R - Vehicle & Large Equip	\$ (10.93)
				<u>\$ (10.93)</u>
Bill Pmt -Check	29952	09/24/2015 CINTAS CORPORATION	1030 · Cash- Checking	
Bill	464493052	09/01/2015	6052 · Uniforms	\$ (341.08)
				<u>\$ (341.08)</u>

Bill Pmt -Check	29953	09/24/2015 COMCAST	1030 · Cash- Checking	
Bill		09/10/2015	7001 · Utilities - Internet/Cable	\$ (94.02)
Bill		09/10/2015	7001 · Utilities - Internet/Cable	\$ (94.02)
Bill		09/10/2015	7001 · Utilities - Internet/Cable	\$ (94.02)
Bill		09/14/2015	7001 · Utilities - Internet/Cable	\$ (213.78)
				<u>\$ (495.84)</u>
Bill Pmt -Check	29954	09/24/2015 GRANITE ROCK, INC.	1030 · Cash- Checking	
Bill	914889	09/12/2015	6404 · Mains/Distribution	\$ (195.40)
Bill	916133	09/19/2015	6404 · Mains/Distribution	\$ (575.09)
				<u>\$ (770.49)</u>
Bill Pmt -Check	29955	09/24/2015 HOME DEPOT	1030 · Cash- Checking	
Bill	003719/8153176	09/03/2015	6405 · Meters & Service	\$ (97.24)
			6501 · M&R - Buildings & Grounds	\$ (45.18)
			6502 · M&R - Equipment & Tools	\$ (243.80)
Bill	8014866	09/03/2015	6501 · M&R - Buildings & Grounds	\$ (50.74)
Bill	004879/7105016	09/04/2015	6405 · Meters & Service	\$ (7.32)
			6501 · M&R - Buildings & Grounds	\$ (55.47)
			6502 · M&R - Equipment & Tools	\$ (113.75)
Bill	3025360	09/08/2015	6502 · M&R - Equipment & Tools	\$ (79.73)
Bill	011436/0015847	09/11/2015	6501 · M&R - Buildings & Grounds	\$ (177.40)
				<u>\$ (870.63)</u>
Bill Pmt -Check	29956	09/24/2015 MATCO TOOLS	1030 · Cash- Checking	
Bill	234720	09/02/2015	6502 · M&R - Equipment & Tools	\$ (237.02)
Bill	235233	09/15/2015	6502 · M&R - Equipment & Tools	\$ (100.83)
				<u>\$ (337.85)</u>
Bill Pmt -Check	29957	09/24/2015 NAPA AUTO PARTS	1030 · Cash- Checking	
Bill	436621	09/01/2015	6502 · M&R - Equipment & Tools	\$ (17.08)
				<u>\$ (17.08)</u>
Bill Pmt -Check	29958	09/24/2015 OFFICE DEPOT, INC.	1030 · Cash- Checking	
Bill	793092710001	09/11/2015	6701 · Office Supplies	\$ (180.34)
				<u>\$ (180.34)</u>

Bill Pmt -Check	29959	09/24/2015 OFFICE TEAM	1030 · Cash- Checking	
Bill	43938028	09/15/2015	7110 · Prof Serv - Miscellaneous	\$ (800.00)
				<u>\$ (800.00)</u>
Bill Pmt -Check	29960	09/24/2015 OREILLY AUTO PARTS	1030 · Cash- Checking	
Bill	3535-408982	09/01/2015	6503 · M&R - Vehicle & Large Equip	\$ (9.46)
Bill	3535-408424	09/01/2015	6503 · M&R - Vehicle & Large Equip	\$ (33.01)
			6501 · M&R - Buildings & Grounds	\$ (107.28)
				<u>\$ (149.75)</u>
Bill Pmt -Check	29961	09/24/2015 PG&E CFM/PPC DEPT	1030 · Cash- Checking	
Bill	9032-7SEPT2015	09/14/2015	7003 · Utilities - Electric - Pumping	\$ (13,495.45)
Bill	4665-4SEPT2015	09/15/2015	7003 · Utilities - Electric - Pumping	\$ (833.04)
			7004 · Utilities - Electric-Bldgs&Grnd	\$ (2,318.70)
				<u>\$ (16,647.19)</u>
Bill Pmt -Check	29962	09/24/2015 PROFORMA	1030 · Cash- Checking	
Bill	9063702275	09/13/2015	6303 · Public Outreach & Education	\$ (4,251.00)
				<u>\$ (4,251.00)</u>
Bill Pmt -Check	29963	09/24/2015 RICOH Philadelphia	1030 · Cash- Checking	
Bill	47223286	09/20/2015	6705 · Printing/Printing Supplies	\$ (140.51)
				<u>\$ (140.51)</u>
Bill Pmt -Check	29964	09/24/2015 ROBERTS & BRUNE CO. INC.	1030 · Cash- Checking	
Bill	S1504628.001	09/01/2015	6406 · Fire Hydrants	\$ (271.39)
Bill	S1501989.001	09/01/2015	6401 · Water Quality	\$ (9.65)
Bill	S1508224.001	09/11/2015	6406 · Fire Hydrants	\$ (8,109.56)
Bill	S1506787.001	09/16/2015	6405 · Meters & Service	\$ (10,279.51)
Bill	S1507411.001	09/09/2015	1738 · Meter Chg Out - Parts	\$ (2,598.95)
				<u>\$ (21,269.06)</u>
Bill Pmt -Check	29965	09/24/2015 SAN FRANCISCO WATER DEPT	1030 · Cash- Checking	
Bill		09/17/2015	6101 · SFPUC Treated Water	\$ (398,062.50)
			6102 · BAWSCA (Debt Service Surcharge)	\$ (38,438.00)
			6104 · SFPUC Water Service Charge	\$ (6,522.00)
				<u>\$ (443,022.50)</u>

Bill Pmt -Check	29966	09/24/2015 STANDARD INSURANCE COMPANY	1030 · Cash- Checking	
Bill		09/15/2015	1410 · Prepaid Expenses	\$ (780.01)
				<u>\$ (780.01)</u>
Bill Pmt -Check	29967	09/24/2015 STEPFORD BUSINESS, INC.	1030 · Cash- Checking	
Bill	1501866	09/14/2015	1410 · Prepaid Expenses	\$ (4,836.00)
				<u>\$ (4,836.00)</u>
Bill Pmt -Check	29968	09/24/2015 Stoloski & Gonzalez, Inc.	1030 · Cash- Checking	
Bill	10012.06	09/22/2015	1536 · Buckland Tank Project CY	\$ (1,704.00)
				<u>\$ (1,704.00)</u>
Bill Pmt -Check	29969	09/24/2015 TOWNE FORD SALES	1030 · Cash- Checking	
Bill	642984	09/09/2015	6503 · M&R - Vehicle & Large Equip	\$ (24.66)
Bill	43269	09/18/2015	6503 · M&R - Vehicle & Large Equip	\$ (24.66)
				<u>\$ (49.32)</u>
Bill Pmt -Check	29970	09/24/2015 UPS	1030 · Cash- Checking	
Bill	0000546F3E385	09/19/2015	6405 · Meters & Service	\$ (20.53)
				<u>\$ (20.53)</u>
Bill Pmt -Check	29971	09/24/2015 VALLEY OIL COMPANY	1030 · Cash- Checking	
Bill	807775	09/01/2015	6504 · M&R - Fuel	\$ (1,070.25)
Bill	802598	09/03/2015	6504 · M&R - Fuel	\$ (901.88)
Bill	809762	09/14/2015	6504 · M&R - Fuel	\$ (689.24)
				<u>\$ (2,661.37)</u>
Check	29972	09/18/2015 PETER CHUN	1030 · Cash- Checking	
			4012 · Water Refunds	\$ (10.33)
				<u>\$ (10.33)</u>
Check	29973	09/18/2015 STEPHANIE RUDOLPH	1030 · Cash- Checking	
			4012 · Water Refunds	\$ (164.77)
				<u>\$ (164.77)</u>
Check	29974	09/18/2015 DENISE PORTERFIELD	1030 · Cash- Checking	
			4012 · Water Refunds	\$ (1.07)
				<u>\$ (1.07)</u>

Check	29975	09/18/2015 GAME DEVELOPMENT	1030 · Cash- Checking	
			4012 · Water Refunds	\$ (4.60)
				<u>\$ (4.60)</u>
Check	29976	09/18/2015 RALPH KORNBREKKE	1030 · Cash- Checking	
			4012 · Water Refunds	\$ (2.65)
				<u>\$ (2.65)</u>
Check	29977	09/18/2015 DEVANEY ENGINEERING, INC.	1030 · Cash- Checking	
			4012 · Water Refunds	\$ (651.00)
				<u>\$ (651.00)</u>
Bill Pmt -Check	29978	09/29/2015 AT&T 60197	1030 · Cash- Checking	
Bill	7066654	09/17/2015	7005 · Utilities - Telephones	\$ (19.39)
Bill	7066761	09/17/2015	7005 · Utilities - Telephones	\$ (17.82)
Bill	7074152	09/20/2015	7005 · Utilities - Telephones	\$ (845.03)
				<u>\$ (882.24)</u>
Bill Pmt -Check	29979	09/29/2015 BFI of California Inc. - Ox Mtn. Landfill	1030 · Cash- Checking	
Bill	4227-000042045	09/15/2015	6404 · Mains/Distribution	\$ (4,557.59)
				<u>\$ (4,557.59)</u>
Bill Pmt -Check	29980	09/29/2015 GOLDEN STATE FLOW MEASUREMENT INC	1030 · Cash- Checking	
Bill	1-048922	09/01/2015	1738 · Meter Chg Out - Parts	\$ (120,363.99)
				<u>\$ (120,363.99)</u>
Bill Pmt -Check	29981	09/29/2015 GRANITE ROCK, INC.	1030 · Cash- Checking	
Bill	13963	09/01/2015	6502 · M&R - Equipment & Tools	\$ (132.98)
				<u>\$ (132.98)</u>
Bill Pmt -Check	29982	09/29/2015 HACH COMPANY INC	1030 · Cash- Checking	
Bill	9584251	09/21/2015	6401 · Water Quality	\$ (48.89)
				<u>\$ (48.89)</u>
Bill Pmt -Check	29983	09/29/2015 McNAMARA TRANSPORT, INC.	1030 · Cash- Checking	
Bill	9133	09/25/2015	6404 · Mains/Distribution	\$ (1,900.00)
				<u>\$ (1,900.00)</u>
Bill Pmt -Check	29984	09/29/2015 MHN	1030 · Cash- Checking	
Bill	3200072518	09/16/2015	1410 · Prepaid Expenses	\$ (45.54)
				<u>\$ (45.54)</u>

Bill Pmt -Check	29985	09/29/2015 OFFICE DEPOT, INC.	1030 · Cash- Checking	
Bill	794678994001	09/18/2015	6701 · Office Supplies	\$ (562.69)
				<u>\$ (562.69)</u>
Bill Pmt -Check	29986	09/29/2015 OFFICE TEAM	1030 · Cash- Checking	
Bill	43991194	09/22/2015	7110 · Prof Serv - Miscellaneous	\$ (1,000.00)
				<u>\$ (1,000.00)</u>
Bill Pmt -Check	29987	09/29/2015 PAKPOUR CONSULTING GROUP, INC	1030 · Cash- Checking	
Bill		09/15/2015	7102 · Prof Serv - District Engineer	\$ (500.00)
				<u>\$ (500.00)</u>
Bill Pmt -Check	29988	09/29/2015 SCHNEIDER ELECTRIC	1030 · Cash- Checking	
Bill	37238632-01	09/21/2015	6402 · Pumping	\$ (845.02)
				<u>\$ (845.02)</u>
Bill Pmt -Check	29989	09/29/2015 STEPFORD BUSINESS, INC.	1030 · Cash- Checking	
Bill	1501904	09/20/2015	6707 · Computer Supplies & Upgrades	\$ (1,400.00)
				<u>\$ (1,400.00)</u>
Bill Pmt -Check	29990	09/29/2015 STEVENS CREEK QUARRY, INC.	1030 · Cash- Checking	
Bill	614542	09/14/2015	6404 · Mains/Distribution	\$ (102.15)
				<u>\$ (102.15)</u>
Bill Pmt -Check	29991	09/29/2015 VERIZON WIRELESS	1030 · Cash- Checking	
Bill	9752337604	09/15/2015	7002 · Utilities - Cell Telephone	\$ (743.58)
				<u>\$ (743.58)</u>
Bill Pmt -Check	29992	10/01/2015 GOLDEN STATE FLOW MEASUREMENT INC	1030 · Cash- Checking	
Bill	1-048987	09/04/2015	1738 · Meter Chg Out - Parts	\$ (196,474.17)
				<u>\$ (196,474.17)</u>
Bill Pmt -Check	29993	09/29/2015 Alfred Wang	1030 · Cash- Checking	
Bill		09/01/2015	6308 · Rain Barrels Rebate	\$ (92.77)
				<u>\$ (92.77)</u>
Bill Pmt -Check	29994	09/29/2015 Chad Robinson	1030 · Cash- Checking	
Bill		09/01/2015	6305 · HET (High Efficiency Toilet)	\$ (200.00)
				<u>\$ (200.00)</u>

Bill Pmt -Check	29995	09/29/2015 Debra Stout	1030 · Cash- Checking	
Bill		09/01/2015	6305 · HET (High Efficiency Toilet)	\$ (100.00)
				<u>\$ (100.00)</u>
Bill Pmt -Check	29996	09/29/2015 Donna Tanzella	1030 · Cash- Checking	
Bill		09/01/2015	6305 · HET (High Efficiency Toilet)	\$ (200.00)
				<u>\$ (200.00)</u>
Bill Pmt -Check	29997	09/29/2015 Doris Stark	1030 · Cash- Checking	
Bill		09/01/2015	6308 · Rain Barrels Rebate	\$ (200.00)
				<u>\$ (200.00)</u>
Bill Pmt -Check	29998	09/29/2015 Esther Barnett	1030 · Cash- Checking	
Bill		09/01/2015	6305 · HET (High Efficiency Toilet)	\$ (100.00)
				<u>\$ (100.00)</u>
Bill Pmt -Check	29999	09/29/2015 Gaard Egeland	1030 · Cash- Checking	
Bill		09/01/2015	6305 · HET (High Efficiency Toilet)	\$ (100.00)
				<u>\$ (100.00)</u>
Bill Pmt -Check	30000	09/29/2015 Hongtao Zhong	1030 · Cash- Checking	
Bill		09/01/2015	6305 · HET (High Efficiency Toilet)	\$ (100.00)
				<u>\$ (100.00)</u>
Bill Pmt -Check	30001	09/29/2015 HORST WILL	1030 · Cash- Checking	
Bill		09/01/2015	6305 · HET (High Efficiency Toilet)	\$ (100.00)
				<u>\$ (100.00)</u>
Bill Pmt -Check	30002	09/29/2015 Jean Chow	1030 · Cash- Checking	
Bill		09/01/2015	6305 · HET (High Efficiency Toilet)	\$ (300.00)
				<u>\$ (300.00)</u>
Bill Pmt -Check	30003	09/29/2015 Jedy Liang	1030 · Cash- Checking	
Bill		09/01/2015	6305 · HET (High Efficiency Toilet)	\$ (200.00)
				<u>\$ (200.00)</u>
Bill Pmt -Check	30004	09/29/2015 JIM PRAY	1030 · Cash- Checking	
Bill		09/22/2015	6307 · Lawn-Be-Gone Rebates	\$ (1,876.00)
				<u>\$ (1,876.00)</u>

Bill Pmt -Check	30005	09/29/2015 LINDA TOMASELLO	1030 · Cash- Checking	
Bill		09/01/2015	6308 · Rain Barrels Rebate	\$ (200.00)
				<u>\$ (200.00)</u>
Bill Pmt -Check	30006	09/29/2015 MARGARET CRANE	1030 · Cash- Checking	
Bill		09/22/2015	6307 · Lawn-Be-Gone Rebates	\$ (1,330.00)
				<u>\$ (1,330.00)</u>
Bill Pmt -Check	30007	09/29/2015 MARK & TANYA KEMP	1030 · Cash- Checking	
Bill		09/22/2015 Lawn be Gone Rebate	6307 · Lawn-Be-Gone Rebates	\$ (1,494.50)
				<u>\$ (1,494.50)</u>
Bill Pmt -Check	30008	09/29/2015 Massaharu Takemoto	1030 · Cash- Checking	
Bill		09/01/2015	6305 · HET (High Efficiency Toilet)	\$ (100.00)
				<u>\$ (100.00)</u>
Bill Pmt -Check	30009	09/29/2015 Michael Nelson	1030 · Cash- Checking	
Bill		09/01/2015	6305 · HET (High Efficiency Toilet)	\$ (200.00)
				<u>\$ (200.00)</u>
Bill Pmt -Check	30010	09/29/2015 Michelle Kerby	1030 · Cash- Checking	
Bill		09/01/2015	6305 · HET (High Efficiency Toilet)	\$ (100.00)
				<u>\$ (100.00)</u>
Bill Pmt -Check	30011	09/29/2015 Paul Sirkin	1030 · Cash- Checking	
Bill		09/01/2015	6305 · HET (High Efficiency Toilet)	\$ (200.00)
				<u>\$ (200.00)</u>
Bill Pmt -Check	30012	09/29/2015 Petra Trouerbach	1030 · Cash- Checking	
Bill		09/01/2015	6308 · Rain Barrels Rebate	\$ (159.94)
				<u>\$ (159.94)</u>
Bill Pmt -Check	30013	09/29/2015 R J Sonnenberg	1030 · Cash- Checking	
Bill		09/01/2015	6305 · HET (High Efficiency Toilet)	\$ (100.00)
				<u>\$ (100.00)</u>
Bill Pmt -Check	30014	09/29/2015 Stephen Briscoombe	1030 · Cash- Checking	
Bill		09/01/2015	6308 · Rain Barrels Rebate	\$ (185.32)
				<u>\$ (185.32)</u>

Bill Pmt -Check	30015	09/29/2015 THOMAS BOCK	1030 · Cash- Checking	
Bill		09/01/2015	6305 · HET (High Efficiency Toilet)	\$ (100.00)
				<u>\$ (100.00)</u>
Bill Pmt -Check	30016	10/06/2015 ACWA/JPIA	1030 · Cash- Checking	
Bill		10/05/2015	1490 · Prepaid Workers Comp Insurance	\$ (10,836.00)
				<u>\$ (10,836.00)</u>
Bill Pmt -Check	30017	10/06/2015 AT&T 60197	1030 · Cash- Checking	
Bill	7086454	09/24/2015	7005 · Utilities - Telephones	\$ (17.82)
Bill	7100043	09/28/2015	7005 · Utilities - Telephones	\$ (18.37)
				<u>\$ (36.19)</u>
Bill Pmt -Check	30018	10/06/2015 CARLMONT HARDWARE	1030 · Cash- Checking	
Bill	B53265	10/05/2015	6402 · Pumping	\$ (1.74)
				<u>\$ (1.74)</u>
Bill Pmt -Check	30019	10/06/2015 GRANITE ROCK, INC.	1030 · Cash- Checking	
Bill	919527	09/30/2015	1938 · 1120 Ladera Way	\$ (287.76)
Bill	918892	09/30/2015	6404 · Mains/Distribution	\$ (135.89)
				<u>\$ (423.65)</u>
Bill Pmt -Check	30020	10/06/2015 HANSON, BRIDGETT	1030 · Cash- Checking	
Bill	1152383	09/30/2015	7101 · Prof Serv - District Counsel	\$ (292.50)
Bill	1152385	09/30/2015	7101 · Prof Serv - District Counsel	\$ (3,348.50)
Bill	1152386	09/30/2015	7101 · Prof Serv - District Counsel	\$ (9,688.50)
Bill	1152387	09/30/2015	7101 · Prof Serv - District Counsel	\$ (1,000.00)
Bill	1152388	09/30/2015	7101 · Prof Serv - District Counsel	\$ (2,548.50)
Bill	1152382	09/30/2015	1536 · Buckland Tank Project CY	\$ (162.50)
Bill	1152384	09/30/2015	1751 · FMS - Prof Svs CY	\$ (1,187.50)
				<u>\$ (18,228.00)</u>
Bill Pmt -Check	30021	10/06/2015 HENRY YOUNG	1030 · Cash- Checking	
Bill		09/30/2015	7204 · Employee Travel/Training	\$ (68.88)
				<u>\$ (68.88)</u>
Bill Pmt -Check	30022	10/06/2015 HOME DEPOT	1030 · Cash- Checking	
Bill	029031/2282968	09/29/2015	6405 · Meters & Service	\$ (26.06)
				<u>\$ (26.06)</u>

Bill Pmt -Check	30023	10/06/2015 INTERSTATE BATTERY SYSTEM, INC.	1030 · Cash- Checking	
Bill	178224-1	09/30/2015	6503 · M&R - Vehicle & Large Equip	\$ (163.17)
				<u>\$ (163.17)</u>
Bill Pmt -Check	30024	10/06/2015 JAMES MARTA & COMPANY	1030 · Cash- Checking	
Bill	MI0016	10/02/2015	7104 · Prof Serv - Annual FinanceAudit	\$ (2,500.00)
				<u>\$ (2,500.00)</u>
Bill Pmt -Check	30025	10/06/2015 LINCOLN LIFE	1030 · Cash- Checking	
Bill		09/30/2015	1430 · Payroll Clearing A/C	\$ (175.00)
				<u>\$ (175.00)</u>
Bill Pmt -Check	30026	10/06/2015 OFFICE DEPOT, INC.	1030 · Cash- Checking	
Bill	1814885245	07/23/2015 OFFICE DEPOT, INC.	2100 · Accounts Payable	\$ -
Bill	796466932001	09/24/2015	6701 · Office Supplies	\$ (27.64)
Bill	796467022001	09/24/2015	6701 · Office Supplies	\$ (480.64)
Bill	795698812001	09/28/2015	6701 · Office Supplies	\$ (84.41)
				<u>\$ (592.69)</u>
Bill Pmt -Check	30027	10/06/2015 OFFICE TEAM	1030 · Cash- Checking	
Bill	44045474	09/29/2015	7110 · Prof Serv - Miscellaneous	\$ (975.00)
				<u>\$ (975.00)</u>
Bill Pmt -Check	30028	10/06/2015 OREILLY AUTO PARTS	1030 · Cash- Checking	
Bill	3535-398120	06/29/2015 OREILLY AUTO PARTS	2100 · Accounts Payable	\$ -
Bill	3535-413271	09/21/2015	6503 · M&R - Vehicle & Large Equip	\$ (31.22)
				<u>\$ (31.22)</u>
Bill Pmt -Check	30029	10/06/2015 PACE SUPPLY CORP	1030 · Cash- Checking	
Bill	892889223	09/25/2015	6303 · Public Outreach & Education	\$ (68.77)
Bill	89280367	10/02/2015	6303 · Public Outreach & Education	\$ (6.06)
				<u>\$ (74.83)</u>

Bill Pmt -Check	30030	10/06/2015 PAKPOUR CONSULTING GROUP, INC	1030 - Cash- Checking	
Bill	0001785	09/30/2015	1536 - Buckland Tank Project CY	\$ (1,312.50)
			7102 - Prof Serv - District Engineer	\$ (3,563.44)
			207006 - CD - 905 South Road	\$ (262.50)
			207005 - CD - 2828 Monte Cresta	\$ (262.50)
			207009 - 2037 Lyon Avenue - Fire Flow	\$ (262.50)
			207011 - 740 El Camino Real Fire Flow	\$ (262.50)
			207013 - 2177 Carlmont Pressure Test	\$ (262.50)
			207014 - 2204 Thurm Avenue	\$ (262.50)
			7102 - Prof Serv - District Engineer	\$ (1,181.25)
			7102 - Prof Serv - District Engineer	\$ (1,746.94)
			7102 - Prof Serv - District Engineer	\$ (284.81)
			1741 - Dekoven - Prof Svs CY	\$ (366.19)
			1721 - Alameda - Prof Svs CY	\$ (406.88)
			1726 - Karen Road - Prof Svs CY	\$ (1,279.69)
			1746 - Folger Demo - Prof Svs CY	\$ (1,102.50)
			1731 - Hallmark - Prof Svs CY	\$ (447.56)
				<u>\$ (13,266.76)</u>
Bill Pmt -Check	30031	10/06/2015 PENINSULA BUILDING MATERIALS	1030 - Cash- Checking	
Bill	291903	09/22/2015	6404 - Mains/Distribution	\$ (766.27)
				<u>\$ (766.27)</u>
Bill Pmt -Check	30032	10/06/2015 PG&E CFM/PPC DEPT	1030 - Cash- Checking	
Bill	4441-0SEPT15	09/29/2015	7004 - Utilities - Electric-Bldgs&Grnd	\$ (8.92)
				<u>\$ (8.92)</u>
Bill Pmt -Check	30033	10/06/2015 PRECISE, INC.	1030 - Cash- Checking	
Bill	15014	09/21/2015	7107 - Prof Serv - Customer Billing	\$ (686.30)
				<u>\$ (686.30)</u>
Bill Pmt -Check	30034	10/06/2015 RECOLOGY SAN MATEO	1030 - Cash- Checking	
Bill		09/29/2015	6501 - M&R - Buildings & Grounds	\$ (645.24)
				<u>\$ (645.24)</u>

Bill Pmt -Check	30035	10/06/2015 ROBERTS & BRUNE CO. INC.	1030 · Cash- Checking	
Bill	S1508224.002	09/17/2015 ROBERTS & BRUNE CO. INC.	2100 · Accounts Payable	\$ -
Bill	S1509097.001	09/17/2015	6404 · Mains/Distribution	\$ (183.19)
Bill	S1511099.001	09/18/2015	6404 · Mains/Distribution	\$ (928.70)
Bill	S1507411.002	09/22/2015	1738 · Meter Chg Out - Parts	\$ (2,830.11)
Bill	S1512035.001	09/23/2015	6405 · Meters & Service	\$ (2,451.37)
Bill	S1512477.001	09/24/2015	6404 · Mains/Distribution	\$ (532.27)
Bill	S1507411.003	09/28/2015	1738 · Meter Chg Out - Parts	\$ (100.00)
				<u>\$ (7,025.64)</u>
Bill Pmt -Check	30036	10/06/2015 SAN MATEO CO. ENVIRO. HEALTH	1030 · Cash- Checking	
Bill	00022070	10/01/2015	1410 · Prepaid Expenses	\$ (3,482.00)
				<u>\$ (3,482.00)</u>
Bill Pmt -Check	30037	10/06/2015 SAN MATEO DAILY JOURNAL	1030 · Cash- Checking	
Bill		09/30/2015	6303 · Public Outreach & Education	\$ (609.60)
				<u>\$ (609.60)</u>
Bill Pmt -Check	30038	10/06/2015 SENSUS METERING SYSTEMS, INC.	1030 · Cash- Checking	
Bill	ZA16006769	09/22/2015	6706 · Equipment Services/Maintenance	\$ (455.85)
				<u>\$ (455.85)</u>
Bill Pmt -Check	30039	10/06/2015 U.S. Bank PARS Account# 6746019200	1030 · Cash- Checking	
Bill		09/16/2015	6053 · OPEB Expense	\$ (40,050.00)
				<u>\$ (40,050.00)</u>
Bill Pmt -Check	30040	10/06/2015 VALLEY OIL COMPANY	1030 · Cash- Checking	
Bill	810495	09/28/2015	6504 · M&R - Fuel	\$ (652.44)
				<u>\$ (652.44)</u>
Bill Pmt -Check	30041	10/06/2015 VANGUARD CLEANING SYSTEMS, INC.	1030 · Cash- Checking	
Bill	11812	10/01/2015	6501 · M&R - Buildings & Grounds	\$ (385.00)
				<u>\$ (385.00)</u>

Bill Pmt -Check EFT092915

09/29/2015 WELLS FARGO BUSINESS CARD

Bill

09/21/2015

1030 · Cash- Checking

6705 · Printing/Printing Supplies	\$	(95.05)
6401 · Water Quality	\$	(217.99)
6402 · Pumping	\$	(217.99)
6502 · M&R - Equipment & Tools	\$	(217.99)
6707 · Computer Supplies & Upgrades	\$	(217.99)
6706 · Equipment Services/Maintenance	\$	(55.20)
6503 · M&R - Vehicle & Large Equip	\$	(37.99)
6408 · Employee Safety	\$	(473.24)
	\$	<u>(1,533.44)</u>

TOTAL:

\$ 970,129.98



AGENDA ITEM NO. 5.C.

DATE: October 22, 2015
TO: Board of Directors
FROM: Rene A. Ramirez, Operations Manager
Joubin Pakpour, District Engineer

SUBJECT: APPROVE CONTRACT FOR PROFESSIONAL SERVICES IN THE AMOUNT OF \$42,400 WITH CORNERSTONE STRUCTURAL ENGINEERING GROUP, INC., FOR HALLMARK WATER TANKS SEISMIC RETROFIT EVALUATION AND STRATEGY DEVELOPMENT

RECOMMENDATION

Approve the contract for professional services in the amount of \$42,400 with Cornerstone Structural Engineering Group, Inc., for the Hallmark water tanks seismic retrofit evaluation and strategy development, and authorize the General Manager to sign it and related documents.

FISCAL IMPACT

\$42,400 for the proposed professional services. The Board adopted resolution 2015-18 on September 24, 2015 appropriating \$55,000 within the amended FY 2015/2016 Capital Budget for this project.

DISCUSSION

The Hallmark tank site consists of two tanks with a total available storage of 5.00 million gallons. Both tanks were constructed in 1967. Both tanks have a 140-foot diameter and a 24-foot height. The Hallmark tanks are one the last tank sites within the District that have not been seismically analyzed or retrofitted. Part of the evaluation is to determine whether the tanks can be increased in height cost-effectively to increase their capacity. Separately, but parallel with this evaluation, staff will be conducting an interior and exterior inspection of each tank's coating system looking for signs of wear. As with the previous tank sites, before any recoating of the tanks is to occur it is recommended a seismic and structural evaluation be carried out by retaining Cornerstone Structural Engineering Group to perform an in-depth analysis of the tanks' seismic performance and develop a retrofit strategy (if any) that can be packaged together with a recoating project.

Attachments: Contract for Professional Services

BOARD ACTION: APPROVED:____ DENIED:____ POSTPONED:____ STAFF DIRECTION:____
UNANIMOUS____ LINVILL____ ZUCCA____ WARDEN____ STUEBING____ VELLA____

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made as of this ____ day of October, 2015, by and between MID-PENINSULA WATER DISTRICT, a public agency (“DISTRICT”) and CORNERSTONE STRUCTURAL ENGINEERING GROUP, Inc. a California corporation (“CONSULTANT”).

WHEREAS, the DISTRICT desires to obtain professional services in conjunction with the Hallmark Water Tanks Seismic Retrofit Strategy Project; and

WHEREAS, the CONSULTANT is ready, willing and able to furnish such services and has submitted a Proposal dated October ____, 2015 which is attached hereto and incorporated herein as Exhibit A.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. **PROVISION OF SERVICES**

The CONSULTANT agrees to provide professional services to DISTRICT in accordance with the terms and conditions of this Agreement. In the performance of its Services, CONSULTANT represents that it has and will exercise that degree of professional care, skill, efficiency and judgment ordinarily employed by consultants providing similar services. CONSULTANT further represents and warrants that it holds currently in effect all licenses, registrations, and certifications in good standing that may be required under applicable law or regulations to perform these services and agrees to retain such licenses, registrations, and certifications in active status throughout the duration of this engagement.

2. **SCOPE OF WORK**

The scope of CONSULTANT’s work shall be as set forth in Exhibit A. Otherwise, the terms of this Agreement shall control over any contrary provisions of Exhibit A.

3. **TERM**

This Agreement will commence upon its Effective Date and shall continue until the services set forth in Section 2 are successfully completed, as determined by the DISTRICT. It is understood that the term of this Agreement is subject to the DISTRICT’s right to terminate the Agreement in accordance with Section 13 of this Agreement.

4. **CONTRACT AMOUNT**

The CONSULTANT shall perform all work set forth in Section 2 of this Agreement for a total sum not to exceed \$42,400, including all labor, materials, taxes, insurance, subcontractor / subconsultant costs, overhead, profit, and all other costs and expenses incurred by CONSULTANT.

5. MANNER OF PAYMENT

The CONSULTANT shall submit monthly invoices as CONSULTANT completes work, and the invoices shall describe the work completed during the billing period, who performed the services, their applicable hourly rate, and all out-of-pocket costs and subcontractor / subconsultant payments, if any. The DISTRICT shall review and approve the invoices and shall pay approved invoices within thirty (30) days of DISTRICT's approval.

All invoices should be sent to: Mid-Peninsula Water District
3 Dairy Lane
P.O. Box 129
Belmont, CA 94002
ATTENTION: Tammy Rudock, General Manager

6. CONSULTANT'S KEY PERSONNEL

It is understood and agreed by the parties that at all times during the term of this Agreement that Tom Swayze, S.E., Principal, shall serve as the primary staff person of CONSULTANT to undertake, render and oversee all of the services under this Agreement.

7. DISTRICT REPRESENTATIVE

Except when approval of other action is required to be given or taken by the Board of Directors of the DISTRICT, the General Manager of the DISTRICT, or such person or persons as the General Manager may designate in writing from time to time, shall represent and act for the DISTRICT.

8. CONSULTANT'S STATUS

Neither the CONSULTANT nor any party contracting with the CONSULTANT shall be deemed to be an agent or employee of the DISTRICT. The CONSULTANT is and shall be an independent contractor, and the legal relationship of any person performing services for the CONSULTANT shall be one solely between said parties.

9. OWNERSHIP OF WORK

A. All reports, designs, drawings, plans, specifications, schedules, and other materials prepared by CONSULTANT under this Agreement ("Work Product") shall be the property of DISTRICT.

B. CONSULTANT assigns to DISTRICT all right, title, and interest in and to the Work Product, including ownership of the entire copyright in the Work Product and any causes of action existing or arising in connection with the copyright to said Work Product. DISTRICT shall be entitled to access to and copies of these materials as they are being developed. Any such materials in the hands of CONSULTANT or in the hands of any subcontractor upon completion or termination of services hereunder shall be immediately delivered to DISTRICT. If any property of the DISTRICT is lost, damaged or destroyed before final delivery to the DISTRICT, the CONSULTANT shall replace it at its own expense and the

CONSULTANT hereby assumes all risks of loss, damage or destruction of or to such materials. The CONSULTANT may retain a copy of all material produced under this agreement for its use in its general business activities.

10. CHANGES

The DISTRICT may, at any time, by written order, make changes within the scope of work and Services described in this Agreement. If such changes cause an increase in the budgeted cost of or the time required for performance of the agreed upon work, an equitable adjustment as mutually agreed shall be made in the limit on compensation as set forth in Section 4 or in the time of required performance as set forth in Section 3, or both. In the event that CONSULTANT encounters any unanticipated conditions or contingencies that may affect the scope of work or Services and result in an adjustment in the amount of compensation specified herein, CONSULTANT shall so advise the DISTRICT immediately upon notice of such condition or contingency. The written notice shall explain the circumstances giving rise to the unforeseen condition or contingency and shall set forth the proposed adjustment in compensation. Such notice shall be given the DISTRICT prior to the time that CONSULTANT performs work or services related to the proposed adjustment in compensation. Any and all pertinent changes shall be expressed in a written supplement to this Agreement prior to implementation of such changes.

11. RESPONSIBILITY; INDEMNIFICATION

CONSULTANT agrees to indemnify, defend and hold harmless the DISTRICT, and its directors, agents, and employees from and against all claims, losses, damages and liabilities (including reasonable attorneys fees) arising out of any injury to persons or property that may occur, or that may be alleged to have occurred, in the course of the performance of the Agreement to the extent caused by CONSULTANT's recklessness or willful misconduct; or by CONSULTANT's negligent provision or omission of services contemplated by this Agreement.

Irrespective of any language to the contrary in this Agreement or under applicable law, CONSULTANT shall have no duty to provide or fund up-front defense costs of DISTRICT against unproven claims or allegations, but shall reimburse those reasonable attorneys' fees, expert fees and all other costs and fees incurred in any judicial proceeding, litigation, arbitration, mediation or other negotiated settlement incurred by DISTRICT that are caused by the negligence, recklessness or willful misconduct of CONSULTANT, its employees, agents and subconsultants (collectively, "Defense Costs"). However, CONSULTANT shall provide its immediate cooperation, at no additional cost to the DISTRICT, to the DISTRICT in defending such claims. Moreover, CONSULTANT's responsibility for the DISTRICT's defense costs shall be limited to the proportion of CONSULTANT's responsibility for the underlying injury as determined in any judicial proceeding, litigation, arbitration, mediation, or other negotiated settlement which addressed the CONSULTANT's responsibility for the underlying injury. In the event that it is determined that the losses, injuries or damages claimed against the DISTRICT did not arise out of, pertain to, or relate to CONSULTANT's negligence, recklessness or willful misconduct, CONSULTANT shall not be responsible for any portion of the DISTRICT's defense costs. This indemnity shall survive the termination of this Agreement.

12. INSURANCE

A. Workers' Compensation: CONSULTANT shall procure and maintain at all times during the performance of such work Worker's Compensation Insurance in conformance with the laws of the State of California and Federal laws where applicable. Employers' Liability Insurance shall not be less than One Million Dollars (\$1,000,000) per accident or disease. Prior to commencement of work hereunder, CONSULTANT shall deliver to DISTRICT a Certificate of Insurance which shall stipulate that 30 days advance written notice of cancellation, shall be given to DISTRICT.

B. Bodily Injury, Death and Property Damage Liability Insurance: CONSULTANT shall also procure and maintain at all times during the performance of this Agreement General Liability Insurance (including automobile operation) covering CONSULTANT and DISTRICT for liability arising out of the operations of CONSULTANT and any subcontractors. The policy(ies) shall include coverage for all vehicles, licensed or unlicensed, on or off DISTRICT's premises, used by or on behalf of CONSULTANT in the performance of work under this Agreement. The policy(ies) shall be subject to a limit for each occurrence of One Million Dollars (\$1,000,000) naming as an additional insured, in connection with CONSULTANT's activities, the DISTRICT, and its directors, officers, employees and agents. The Insurer(s) shall agree that its policy(ies) is Primary Insurance and that it shall be liable for the full amount of any loss up to and including the total limit of liability without right of contribution from any other insurance covering the DISTRICT.

Inclusion of the DISTRICT as additional insured shall not in any way affect its rights as respects to any claim, demand, suit or judgment made, brought or recovered against CONSULTANT. Said policy shall protect CONSULTANT and DISTRICT in the same manner as though a separate policy had been issued to each; but nothing in said policy shall operate to increase the Insurer's liability as set forth in the policy beyond the amount or amounts shown or to which the Insurer would have been liable if only one interest had been named as an insured.

Prior to commencement of work hereunder, CONSULTANT shall deliver to DISTRICT a Certificate of Insurance which shall indicate compliance with the insurance requirements of this paragraph and shall stipulate that 30 days advance written notice of cancellation, shall be given to DISTRICT.

C. Professional Liability Insurance: CONSULTANT shall also maintain Professional Liability Insurance covering CONSULTANT's performance under this Agreement with a limit of liability of One Million Dollars (\$1,000,000) per claim and in annual aggregate. Such Insurance shall be renewed annually. Prior to commencing work under this Agreement, CONSULTANT shall furnish to DISTRICT a Certificate of Insurance, or certified copy of the Insurance policy if requested, indicating compliance with requirements of this paragraph. Such certificate or policy shall further stipulate that 30 days advance written notice of cancellation, shall be given to DISTRICT.

13. TERMINATION

DISTRICT shall have the right to terminate this Agreement upon thirty (30) days written notice to the CONSULTANT. Upon receipt of such notice, the CONSULTANT shall not commit itself to any further expenditure of time or resources.

If the Agreement is terminated for any reason other than breach of a material term by CONSULTANT, the DISTRICT shall pay to CONSULTANT all sums actually due and owing from DISTRICT for all services performed and all expenses incurred up to the day written notice of termination is given, plus any costs reasonably and necessarily incurred by CONSULTANT to effect such suspension or termination.

If CONSULTANT breaches a material term of this Agreement and fails to remedy the breach within ten (10) days after the DISTRICT notifies the CONSULTANT of the breach, the Agreement may be terminated immediately and the DISTRICT shall in such event not thereafter pay or allow to the CONSULTANT any compensation for any labor, supplies or materials furnished under this Agreement; and the DISTRICT may proceed to complete this Agreement by other means, and the CONSULTANT shall be liable to the DISTRICT for all loss or damage which it may suffer on account of the CONSULTANT's breach of this Agreement.

14. NOTICES

All communications relating to the day to day activities of the project shall be exchanged between the DISTRICT'S General Manager, or his designee, and the CONSULTANT's Project Manager.

All other notices and communications deemed by either party to be necessary or desirable to be given to the other party, except for confidential reports described in Section 6 of this Agreement, may be given by personal delivery to the representative of the parties or by mailing the same postage prepaid, addressed as follows:

If to the DISTRICT: Mid-Peninsula Water District
3 Dairy Lane
P.O. Box 129
Belmont, CA 94002
ATTENTION: Tammy Rudock, General Manager

If to the CONSULTANT: Cornerstone Structural Engineering Group
40 Federal Street
San Francisco, CA 94107
ATTENTION: Tom Swayze, S.E.

The address to which mailings may be made may be changed from time to time by notice mailed as described above. Any notice given by mail shall be deemed given on the day after that on which it is deposited in the United States Mail as provided above.

15. EQUAL EMPLOYMENT OPPORTUNITY

In connection with the performance of this Agreement the CONSULTANT shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, gender identity, disability or national origin. The CONSULTANT shall take affirmative actions to insure that applicants are employed, and that employees are treated during their employment, without regard to their race, religion, color, sex, disability or national origin. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. CONSULTANT further agrees to include a similar provision in all subcontracts, except subcontracts for standard commercial supplies or raw materials.

16. RECORDS

During the term of this Agreement, CONSULTANT shall permit representatives of the DISTRICT to have access to, examine and make copies, at the DISTRICT's expense, of its books, records and documents relating to this Agreement at all reasonable times.

17. DISTRICT WARRANTIES

The DISTRICT makes no warranties, representations or agreements, either express or implied, beyond such as are explicitly stated in this Agreement.

18. RELEASE OF INFORMATION

CONSULTANT shall not release any reports, information or promotional materials prepared in connection with this Agreement without the approval of the DISTRICT's General Manager.

19. USE OF SUBCONTRACTORS

CONSULTANT shall not subcontract any services to be performed by it under this Agreement without the prior written approval of the DISTRICT, except for service firms engaged in drawing, reproduction, typing and printing. CONSULTANT shall be solely responsible for reimbursing any subcontractors and the DISTRICT shall have no obligation to them.

20. ASSIGNMENT

CONSULTANT shall not assign any of the rights nor transfer any of its obligations under this Agreement without the prior written consent of the DISTRICT.

21. ATTORNEY'S COSTS

If any legal proceeding should be instituted by either of the parties hereto to enforce the terms of this Agreement or to determine the rights of the parties thereunder, the prevailing party in said proceeding shall recover, in addition to all court costs, reasonable attorney's fees.

22. APPLICABLE LAW

This Agreement, its interpretation and all work performed thereunder, shall be governed by the laws of the State of California.

23. BINDING ON SUCCESSORS

All of the terms, provisions and conditions of this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors, assigns and legal representatives. CONSULTANT shall not assign this Agreement without the prior express written approval of the DISTRICT.

24. WAIVER

Any waiver of any breach or covenant of this Agreement must be in a writing executed by a duly authorized representative of the party waiving the breach. A waiver by any of the parties of a breach or covenant of this Agreement shall not be construed to be a waiver of any succeeding breach or any other covenant unless specifically and explicitly stated in such waiver.

25. ENTIRE AGREEMENT; MODIFICATION. This Agreement, including any attachments, constitutes the entire Agreement between the parties with respect to the subject matter hereof, and supersedes any prior understanding or agreement, oral or written, with respect to such subject matter. It may not be amended or modified, except by a written amendment executed by authorized representatives by both parties. In no event will the Agreement be amended or modified by oral understandings reached by the parties or by the conduct of the parties.

26. COMPLIANCE WITH LAWS AND REGULATIONS

During the progress of the work, CONSULTANT shall fully adhere to all applicable State and Federal laws and county, municipal or DISTRICT ordinances and regulations which in any manner affect those engaged or employed in the work, or the materials and equipment used in the work, or which in any way affect the conduct of the work. CONSULTANT, and any subcontractors performing any work under this Agreement, shall hold such licenses as may be required by the State of California for the performance of the work specified in this Agreement.

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IN WITNESS WHEREOF, the parties hereto have executed this Agreement by their duly authorized officers as of the day and year first above written.

DISTRICT:

MID-PENINSULA WATER DISTRICT

CONSULTANT:

CORNERSTONE STRUCTURAL
ENGINEERING GROUP, INC.

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

By: _____

Name: _____

Title: _____

*NOTE: This Agreement must be executed by two corporate officers, consisting of: (1) the President, Vice President or Chair of the Board, and (2) the Secretary, Assistant Secretary, Chief Financial Officer, Assistant Chief Financial Officer, or by any person authorized by the corporation to execute written contracts.

October 16, 2015
2015XXX

Pakpour Consulting Group, Inc.
5776 Stoneridge Mall Road, Suite 320
Pleasanton, CA 94588

Attention: Joubin Pakpour

Subject: Water Tank Seismic Retrofit Strategy
Hallmark Tanks
Mid-Peninsula Water District
Belmont, CA
Structural Engineering Services

Dear Joubin:

Per your request, Cornerstone Structural Engineering Group would like to submit this proposal to provide structural engineering services for the subject water tanks. We understand that the existing tanks were constructed in 1970, and are 140 feet in diameter, approximately 24 feet tall and have a capacity of 2.5MG each. The tanks were previously evaluated for seismic performance in 1980. Cornerstone is going to perform an independent seismic and conditional assessment of the tank using the current AWWA D100 as the acceptance standard for essential services facilities.

Based on our conversations, a site visit, and a review of the existing site plan, our understanding of the scope of structural engineering services is as follows:

SCOPE OF SERVICES

ASSESSMENT and STRATEGY REPORT

1. Review available documents for water tanks, including structural drawings and previous reports.
2. Perform a site visit to observe the existing structural conditions for the tanks and SCADA Building.
3. Determine interior framing sizes from previous field report data.
4. Perform a cursory AWWA D100 seismic evaluation for the tanks. List and compare deficient elements performance to current code level design criteria. A seismic importance factor of 1.5 will be used as this is to be considered an essential services facility.
5. Provide commentary on conditional issues and potential remediation strategies.
6. Prepare a report describing the findings of our structural review and seismic risk assessment for the tanks with specific information related to the likely structural performance in a code-level earthquake. Compare results with previous report,

- provide qualitative commentary on construction access, and provide commentary on qualitative conceptual seismic and conditional rehabilitation strategies.
7. Investigate feasibility of extending roof height of tanks for additional capacity.
 8. Compile CSEG assessment recommendations and summarize final seismic strengthening goals
 9. Coordinate with Paso Robles Tank for general quality assurance consultation, cost estimating purposes and constructability quality control peer review.
 10. Attend 1 project meeting.
 11. Provide conceptual details as applicable for:
 - a. Rafter strengthening, rafter straightening, and stability bracing
 - b. Foundation remediation (ring beam and pressure grouting)
 - c. Tie-down anchors for shell
 - d. Commentary on previous shell strengthening
 - e. Corrosion repairs of bottom plate
 12. Provide commentary on conditional issues and extents of work.
 13. Prepare a report describing the construction recommendations based on our structural review and seismic risk assessment for the tank with specific detail sketches for cost estimating.
 14. Coordinate with PCG for cost estimating efforts.
 15. The report summary will be itemized with discussion so the District can select which combination of options they prefer to pursue further.

ASSUMPTIONS AND LIMITATIONS:

1. Design services for either retrofit or replacement of the tank are not included in this proposal.
2. Geotechnical report and additional recommendations will be provided by other subconsultants if necessary.
3. Civil Engineer will provide existing tank sizes and geometry.
4. We understand that as-built shop drawing plans are not available for the tanks. However, material data will be provided for our use from previous investigations. This fee does not include materials investigations or as-built documentation if necessary.
5. The scope of our services is limited to structural engineering issues only. Project management services will be provided by others.
6. Reimbursable expenses are included in the base fee but are not anticipated beyond printing and shipping.



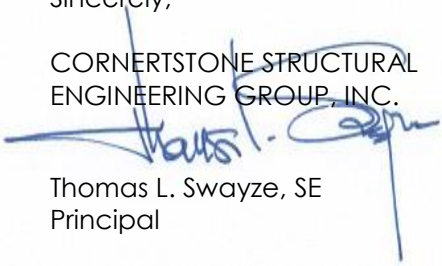
Cornerstone Structural Engineering Group proposes to provide the structural engineering services described above on a lump sum basis for the following fixed fees:

Assessment and Strategy Report:	\$32,500
Paso Robles Tank consultation (EXHIBIT A):	\$9,000
<u>Sub-consultant Markup:</u>	<u>\$900</u>
Total:	\$42,400

Should you have any questions or comments please do not hesitate to call.

Sincerely,

CORNERSTONE STRUCTURAL
ENGINEERING GROUP, INC.



Thomas L. Swayze, SE
Principal



CHARGE RATE SCHEDULE

Principal	205.00/hr
Associate	175.00
Construction Manager	160.00
Engineering Manager	160.00
Resident Engineer/Structure Representative	145.00
Assistant Structure Representative	135.00
Project Administrator	150.00
Senior Engineer	140.00
Project Engineer	120.00
Staff Engineer	110.00
Structural Designer II	100.00
Structural Designer I	90.00
Senior Computer Drafter	100.00
Computer Drafter	90.00
Junior Computer Drafter	80.00
Accounting Assistant	90.00
Administrative Assistant II	80.00
Administrative Assistant I	70.00
Expert Witness Services	300.00
Subconsultants	Cost Plus 10%
Expenses	Included in Base Fee

Charge Rates Applicable January 1, 2015 through December 31, 2015





EXHIBIT A

PASO ROBLES TANK, INC.

License No.: 784971

P. O. Box 3229
Paso Robles, CA 93447
Phone: (805) 227-1641
Fax: (805) 238-9654
www.pasoroblestank.com

October 14, 2015

Tom Swayze
Cornerstone Structural Engineering Group
40 Federal Street
San Francisco, CA 94107

Subject: Engineering Services – Peer Review of Structural/Seismic Evaluation
Mid-Peninsula Water District, 2.500 MG Hallmark Street Tanks

Tom,

We are pleased to provide this proposal for engineering services in relation to the subject project per your request. The scope of services offered is as follows:

Engineering consultation to review seismic recommendations prepared by Cornerstone and DRAFT report to assist Cornerstone in the development of a finalized seismic assessment and order of magnitude cost estimates for 2-4 retrofit strategy options qualitatively presented.

Review may include commentary on sloshing wave load impact to roof structure and proposed recommendations for remediation, if needed, and commentary on civil recommendations for venting details, review of proposed details and to provide general discussion regarding best practices. Commentary on corrosion issues on structural members will be made as appropriate.

Additional discussion will be provided regarding Cornerstone's analysis of the shell stiffening configuration that was added to the tanks in the 1980's. Detailed analysis of this shell stiffener system requires a finite element analysis and is beyond the scope of engineering services offered by PRT.

Terms of the engineering services offered will be per the attached Exhibit A.

Due to the anticipated research related to the unusual shell stiffening on this project, our not to exceed price is ~~\$7,500~~ **\$9,000** for the services described above. Thank you for considering Paso Robles Tank for the engineering review for the subject project.

Sincerely,

Leslie D. Scott, P.E.
President

Increase for additional
design services per email
dated 10-15-2015



EXHIBIT A CONSULTANT’S SERVICES

All cost for labor and expensed incurred during the performance of Consultant’s services under the consulting agreement and any additional services added to the Consultant’s scope during the course of the work being performed under the consulting agreement shall be billed at the following rates.

ENGINEERING SERVICES RATES

<u>PERSONNEL</u>	<u>HOURLY RATE</u>
Principal Engineer/Pres.	\$175
Chief Engr/V.P.	\$150
Engineer	\$125
Associate	\$110
CAD Manager	\$95
CAD Drafter	\$85
Safety Manager	\$125
QA/QC Manager	\$125
Construction Manager	\$135
Project Manager	\$110
Clerical	\$45
Travel Time	\$75
<u>OUTSOURCED SERVICES</u>	<u>CHARGE RATE</u>
Specialized engineering services	Cost + 20%
Specialized inspection services	Cost + 20%
<u>EXPENSES</u>	<u>CHARGE RATE</u>
Equipment	Cost + 15%
Travel expenses – hotel	Cost + 15%
Travel expenses – meals	Cost + 15%
Travel expenses – mileage	IRS rate + 15%
Other expenses	Cost + 15%



AGENDA ITEM NO. 7.A.

DATE: October 22, 2015
 TO: Board of Directors
 FROM: Tammy Rudock, General Manager

SUBJECT: DROUGHT AND WATER CONSERVATION PROGRESS REPORT

RECOMMENDATION

Receive progress report on drought and water conservation activities.

DISCUSSION

Activities completed since the September 24th Board meeting:

1. June 1, 2015 was the start of the SWRCB’s measurement period for the 2015/2016 statewide water conservation goals. The measurement period ends February 29, 2016, and the MPWD system’s conservation goal is 20% when compared to 2013 water consumption.
2. The report due October 15th to the SWRCB was timely submitted. August’s water consumption was 105,459 units—the lowest in MPWD’s history for September since 1961! The reduction (compared with 2013) measured 27.5% and the R-GPCD was 83.6. *By comparison, the September 2014 PERCENT CHANGE was -18.7% and the R-GPCD was 96.*

MPWD’s cumulative water savings (since tracking started on June 1, 2015) = -30.6%, which is 10.6% greater than the established MPWD system conservation goal of 20%.

2015/2016 MONTH	2015/2016 UNITS	2013 UNITS	PERCENT CHANGE*	CUMULATIVE WATER SAVINGS*	2015/2016 R-GPCD	2013 R-GPCD
June	103,863	150,614	-31.0%	-31.0%	82.3	122.6
July	105,639	156,081	-32.3%	-31.7%	81.1	122.9
August	106,832	155,788	-31.4%	-31.6%	82.0	122.7
September	105,459	145,551	-27.5%	-30.6%	83.6	118.5
October		122,117				96.2
November		106,535				86.7
December		94,062				74.1
January		84,202				66.3
February		86,478				75.4

*Compared to 2013.

The R-GPCD (Residential-Gallons Per Capita Day) calculations are highlighted above in yellow. The SWRCB performance standard for indoor use is 55GPCD. (Note: For 2015/2016, the SWRCB formula for calculating the R-GPCD included MPWD factors: 85% residential use of total production, and 2014 population projection—26,730—from 2010 Urban Water Management Plan.)

- MPWD started tracking water waste complaints in July 2014. All were investigated and resolved through communications and education.

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2015	2	0	5	12	6	6	12	5	5				53
2014	-	-	-	-	-	-	3	6	3	4	7	0	23

- The quarterly staff report by Jeanette Kalabolas on water conservation activities is attached.
- The SWRCB media release dated October 1, 2015, and entitled “Californians Continue Meeting Governor’s Water Conservation Mandate,” and statewide Emergency Conservation Regulation Update dated October 7, 2015, are attached for information. Also attached is the SWRCB’s “August 2015 Statewide Conservation Data” Fact Sheet.

BACKGROUND

The following Calendar Year 2014 and 2015 tables reflect MPWD’s water system purchases in units (1 unit = 748 gallons), percentage change comparison, and cumulative average savings (highlighted in blue).

CALENDAR YEAR 2015 - JANUARY THROUGH MAY

2015 MONTH	2015 UNITS	2014 UNITS	2013 UNITS	PERCENT CHANGE*	CUMULATIVE WATER SAVINGS*	2015 R-GPCD	2014 R-GPCD	2013 R-GPCD
January	82,360	102,910	84,202	-2.2%	-2.2% / -15.1%**	64.9	81.1	66.3
February	79,782	73,221	86,478	-7.7%	-5.0% / -14.5%	69.6	63.9	75.4
March	102,964	89,152	106,663	-3.5%	-4.5% / -13.7%	81.1	70.2	84.0
April	91,491	96,019	120,265	-23.9%	-9.3% / -14.4%	74.5	78.2	97.9
May	97,806	126,934	155,736	-37.2%	-14.9% / -15.8%	77.1	100.0	122.7

*Compared to 2013. **Cumulative total since February 2014.

CALENDAR YEAR 2014 - FEBRUARY THROUGH DECEMBER

2014 MONTH	2014 UNITS	2013 UNITS	PERCENT CHANGE*	CUMULATIVE WATER SAVINGS*	2014 R-GPCD	2013 R-GPCD
February	73,221	86,478	-15.3%	-15.3%	64	75
March	89,152	106,663	-16.4%	-15.9%	70	84
April	96,019	120,265	-20.2%	-17.3%	78	98
May	126,934	155,736	-18.5%	-17.6%	100	123
June	139,729	150,614	-7.2%	-15.5%	114	123
July	134,669	156,081	-13.7%	-15.2%	106	123
August	128,924	155,788	-17.2%	-15.5%	102	123
September	118,284	145,551	-18.7%	-15.9%	96	119
October	109,652	122,117	-10.2%	-15.3%	92	96
November	86,670	106,535	-18.6%	-15.6%	71	87
December	72,835	94,062	-22.6%	-16.2%	57	74

*Compared to 2013.

The R-GPCD (Residential-Gallons Per Capita Day) calculations are highlighted above in yellow. The SWRCB performance standard for indoor use is 55GPCD. (Note: For Calendar Years 2014 and 2015

tracking, the SWRCB formula for calculating the R-GPCD included MPWD factors: 85% residential use of total production, and population from 2010 Urban Water Management Plan—26,030.)

Attachments: Staff Quarterly Report on Water Conservation Activities
 SWRCB Media Release dated October 1, 2015
 SWRCB statewide Emergency Conservation Regulation Update dated October 7, 2015
 SWRCB “August 2015 Statewide Conservation Data” Fact Sheet



DATE: October 16, 2015

TO: Tammy Rudock, General Manager

FROM: Jeanette Kalabolas, Water Conservation Administrative Specialist

SUBJECT: 2015 THIRD QUARTER WATER CONSERVATION STAFF REPORT

SUBJECT #1: El Nino Update

BACKGROUND: A climate event characterized by the disruption of the oceans atmosphere along the central and east-central equatorial of the Pacific, further defined as an irregular recurring flow of unusually warm surface waters from the Pacific Ocean toward and along the western coast of South America that prevents upwelling of nutrient-rich cold deep water disrupting typical regional and global weather patterns.

DISCUSSION: Weather patterns have been studied intensely since the early 1800's. El Nino's are typically categorized as weak, moderate or strong based on how much surface temperatures increase and other atmospheric variables .There is approximately a 95% chance that El Nino will continue through the northern hemisphere, gradually weakening through spring 2016. Based on recorded data there has been a history of six strong California El Nino episodes since 1950 with only two of six bringing above average precipitation throughout the state. October's National Oceanic and Atmospheric Administration's El Nino portal outlook continues to favor above-average temperatures and below-median precipitation over the northern tier of the US.

SUBJECT #2: Customer Satisfaction and Promotional Campaign

BACKGROUND: Develop a tool to monitor the effectiveness of MPWD's outreach.

DISCUSSION: Staff will work with Rocket Design consultant, John Davidson to establish data metrics to gauge participation in community events, effectiveness of publicity, awareness on water related issues, what types of water conservation methods are being employed, as well as create a customer service ratings table. Once feedback is gathered staff would then record and share with the Board its findings as part of the Districts fiscal year-end reporting. New promotional items (shower timers, water buckets, dish squeegees and flapper valves) will be used as incentive rewards to increase the level of customer participation.

SUBJECT #3: "Water Conservation 101" Community Opportunities

BACKGROUND: In Spring of 2015 MPWD co-developed along with BAWSCA a public course on water supply, drought impacts, water use restrictions, outdoor water use

efficiency, rebates and ways to reduce household water use at local and regional levels. That course was then made available to BAWSCA members as part of the water use efficiency landscape series program.

DISCUSSION: Course duration is approximately 2-hours in length. Agencies can opt to team and co-instruct a class with a BAWSCA qualified instructor for a fee or resolve to teach the curriculum on an individual basis free of charge. Staff has extended to date three invitations to host individual sessions for the following interested community groups: Good Shepherd Church, Silverado Senior Center and Notre Dame College. Good Shepherd's pastor and Silverado's senior community ambassador have yet to respond, however Notre Dame has expressed interest and is currently trying to work out the logistics with respect to a date, time and available campus space to host.

SUBJECT #4: "Save the Music" Festival

BACKGROUND: The "Save the Music" festival is the largest annual fundraiser for School Force, the education foundation for the Belmont Redwood Shores School District (BRSSD).

DISCUSSION: Each year Belmont schools, city (police, fire and chamber) and county (public library and elections office) public service agencies, as well as private community groups and business owners join forces at Twin Pines Park on the first Sunday in October to raise money in a communal effort. Proceeds support BRSSD elementary grades instrumental music program. In addition to raising much needed funds for the schools, the festival affords an opportunity to share in the gift of Music. This year's event took place on Sunday, October 4th from 11AM-5PM, thousands were in attendance and although MPWD was not part of the fundraising effort the District was asked to share in the experience by staffing a water conservation and drought education booth.

SUBJECT #5: State Water Resources Control Board (SWRCB) Compliance Actions

BACKGROUND: In August 2015 the SWRCB developed and released an enforcement strategy for California water suppliers outlining actions the state will take if imposed mandatory water reductions are not met.

DISCUSSION: Priority 1, description states more than 15% below standard supplier will receive a notice of violation and informational order. Meetings will be arranged with state board officials to assess the circumstances preventing the supplier from achieving their target and a conservation order issued. Priority 2, description states if 5-15% from meeting standard supplier will be sent a notice of violation and informational order. Suppliers will then have two weeks to provide information on water production, water use and conservation efforts. Based on the information received state board officials will then determine if a conservation order is warranted and meet with supplier if deemed necessary. Priority 3, description states if 1-5% from meeting standard suppliers will be issued a warning letter. Priority 0, description states mandates have been met or supplier is within 1% of meeting standard resulting in an award achievement notice. MPWD received its first congratulatory note for meeting it's imposed 20% state standard via email on August 27, 2015, which advised the District had met or exceeded its required water conservation target for the months of June and July 2015. SWRCB asked that kudos be shared with management and Board members.

SUBJECT #6: Department of Water Resources (DWR) 2015 Turf Replacement Initiative

BACKGROUND: Governor Brown implemented an Executive Order on April 1, 2015 that directed specific action be taken to reduce potable water use in the urban sector. Directive number three declared 50 million square feet (sq. ft.) of California turf is replaced with drought-tolerant landscapes in a collective effort between state water suppliers and the DWR. In response the DWR developed a complementary statewide residential turf rebate program with a set budget of \$24 million to meet its share of 20% of the initiatives demand.

DISCUSSION: The State program will rebate \$2 per sq. ft. of turf removed, with a cap of 1,000 sq. ft. for a maximum rebate amount of \$2,000 per household. State eligibility guidelines in general mirror BAWSCA's regional eligibility requirements with the following exceptions: turf may be dead at the time of application; however evidence of previous lawn such as remnants, borders, or existing operational irrigation systems must be present at the time of applicant's approval. Rebated portion of the converted landscape can include food producing trees, shrubs, vines, perennial plants and at least one tree (existing or new) must be incorporated into the converted landscape. Hand watering is allowed and synthetic mulches can be incorporated as long as they are limited to 25 percent or less of the converted surface area. An additional 30 days to complete project is also been allotted by the state. State rebates will be awarded on a first come first serve basis. There are variations in flexibility with respect to applicants combining or piggy backing off rebates offered by local agencies, however if rebate amount is less than \$2 per sq. ft. applicants residing in service areas where agencies have had turf rebate programs in place since 2014 offered at \$2 per sq. ft. or greater are not eligible regardless of whether or not funds were ever received. Further, 50% of funding will go to applicants in disadvantaged communities with high and medium priority groundwater basins. Last week MPWD was asked by the DWR to report on totals rebated January 2015-present. Staff reported residential-8,291.25 sq. ft. paid out with 8,571 pending.

SUBJECT #7: BAWSCA Model Water Efficient Landscape Ordinance (MWELo) – Working Group

BACKGROUND: Governor Brown issued an Executive Order on April 1, 2015 that directed DWR to update the states MWELo through expedited regulation. This action triggered BAWSCA to form a working group to revise its regional MWELo ordinance created for local adoption in 2010.

DISCUSSION: A kick-off meeting occurred September 9, 2015 followed by a draft discussion on October 6, 2015. Topics included: green building code relationships to ordinance, size thresholds, customer push-back (make customer responsible for landscape qualifications), use of landscape meters and fees, inclusion of gray water standards, etc. Tasks were assigned to participating agencies. It was decided that BAWSCA would handle the bulk of the workload (mark up to existing version, legal review, change matrix and DWR script letters) with member agencies providing templates in the areas of a budget calculation worksheet, staff report for council/public readings and plan check/review, as well as outreach and FAQ documentation.

APPROVED:_____ DENIED:_____ NO ACTION:_____ DIRECTION GIVEN:_____



Media Release

CALIFORNIANS CONTINUE MEETING GOVERNOR'S WATER CONSERVATION MANDATE SAVINGS MUST CONTINUE TO REACH FEBRUARY 2016 GOAL

For Immediate Release
October 1, 2015

Contact: George Kostyrko
gkostyrko@waterboards.ca.gov

SACRAMENTO – Californians reduced water use by nearly 27 percent during August, exceeding Governor Edmund G. Brown Jr.'s 25 percent conservation mandate for a third straight month.

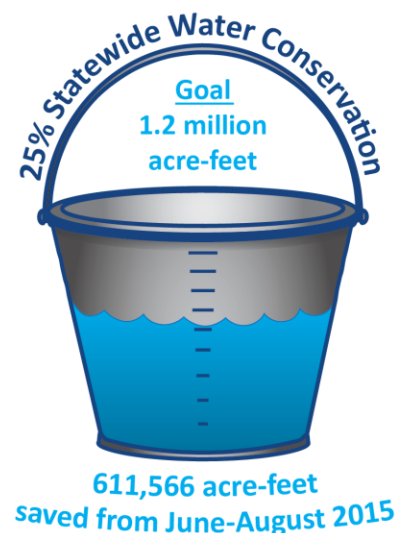
“Millions of Californians stepped up to save water this summer and we must all keep up the good work because no one knows how much longer this historic drought will continue,” said Felicia Marcus, Chair of the State Water Resources Control Board. “With continued heat, the danger of more wildfires, and no way of knowing when the drought will end, every drop of water that remains in our local reservoirs and aquifers is insurance in case of another dry year or more.”

While August's conservation was good, July was better. August conservation rate was down from July's record effort of 31.4 percent water savings. And as California enters the cool fall months, when water use traditionally drops, overall savings will likely be more incremental.

Cumulative savings for the summer, despite hot and dry conditions, puts the state half-way to meeting its goal of 1.2 million acre-feet of water saved by February 2016. State Water Resources Control Board officials stressed that it will take persistence on the part of urban water users, now and into winter, to meet this goal.

Residential water users are urged to keep up their efforts to conserve and comply with urban water supplier directives to switch to fall watering schedules of once a week or less -- to maintain water conservation through the winter.

For June, July, and August the cumulative statewide savings rate was 28.7 percent. That equates to 611,566 acre-feet of water saved -- 51 percent of the overall goal of saving 1.2 million acre-feet from June 2015 to February 2016, as called for by the Governor in his April 1 [Executive Order](#).



Saving water in the hot summer months is critical to meeting the goal, as summer is when the greatest amount of water is traditionally used, particularly on outdoor ornamental landscapes.

Conservation programs put in place during the late spring and early summer months by most of the state's water suppliers are now in full swing, yielding dramatic reductions in water use and a reexamination of personal habits related to water. In addition to many effective local programs, state-funded turf removal and toilet replacement rebates are also now available. Information and rebate applications are available at: www.saveourwaterrebates.com/.

With dry conditions forecast to continue through November, the focus remains not only on enhancing current efforts, but on encouraging suppliers that are behind to make the commitment to conservation and meet or beat their targets.

The [emergency water conservation regulation](#) requires urban water suppliers to save a targeted amount of water based upon their usage levels (those who already use less per capita have lower targets) and to provide monthly water use reports to the State Water Board. Urban water suppliers are expected to meet, or exceed, their [individual conservation standard](#) starting in June and continuing through February 2016. The year 2013 serves as the baseline for determining water savings statewide. The current report is posted [here](#).

August Highlights

- The percent of water saved by the State's large urban suppliers decreased from 31.4 percent in July to 27 percent in August, compared to 2013. A four percentage point decrease in conservation is concerning; however, the 27 percent monthly savings is still above the 25 percent target, and more than twice the 12 percent saved for the same month in 2014. August 2015 was also hotter and drier than July 2015, when record-breaking rains made it easier for some to conserve water outdoors.
- The amount of water saved in August (63.3 billion gallons) is more than twice the amount of water saved in August 2014 (28.4 billion gallons), when the State's voluntary 20 percent conservation goal was in effect.
- Statewide, the average water use for August was 102 residential gallons per capita per day (R-GPCD), up slightly from July (98 R-GPCD), but significantly lower than residential water use for August 2014 (123 R-GPCD). Large urban water supplier R-GPCDs ranged from 37 to 393 gallons.
- Statewide, suppliers reported 92,584 compliance enforcement actions for August, which is similar to the 92,640 actions reported in July. While formal warnings increased, penalties decreased in August, as compared to July.

See the how the hydrologic regions did for the month of August [here](#).

Compliance Statistics

August saw a decrease in compliance from water suppliers as compared to July's dramatic increase. With 406 water supplier reports submitted for August, 291 suppliers (72 percent) met or were within 1 percentage point of their conservation standard; 55 suppliers (14 percent) were between 1 and 5 percentage points of meeting their conservation standard; and 54 suppliers (13 percent) were between 5 and 15 percentage points of meeting their conservation standard.

There were six suppliers (1 percent) in August reporting that they were more than 15 percentage points away from meeting their conservation standard. However, two of these six are under an alternate compliance order, while two more are under a conservation order. Compliance data can be found [here](#). Compliance with the standard itself is cumulative rather than monthly, but compliance with information and conservation orders is shorter term. State Water Board staff continues to communicate with urban water suppliers that continue to fall short of established conservation benchmarks in an effort to understand the localized conservation challenge.

Enforcement Efforts by State Water Board

All water suppliers that did not meet their July conservation standard were contacted following the release of the July data, and follow-up calls are being made to those suppliers who appear to have suffered declines in compliance during August. Many suppliers are required to provide information about their existing conservation programs and the steps they are taking to boost conservation.

Conservation orders are being issued to those water suppliers that are far behind and do not have the programs in place to meet their standard. The orders require those suppliers to take specific actions that other suppliers have already taken or face penalties. The Office of Enforcement is targeting its compliance efforts on those urban water suppliers furthest from meeting their conservation standard.

Since June, the Office of Enforcement has issued **eight conservation orders, 92 information orders, and 66 warning letters** to suppliers based on their monthly compliance priority. The Office of Enforcement is evaluating supplier responses to information orders and meeting with them, as needed, to discuss the circumstances preventing the supplier from achieving their conservation standard and the actions that can be taken to get them into compliance. It is anticipated that more conservation and information orders will be issued in the coming weeks.

To date, **six alternate compliance orders** have been issued to urban water suppliers in response to confirmed industrial water, and health and safety needs. Two alternate compliance orders are still pending. Conservation orders and alternate compliance orders are posted on

the enforcement page of the Water Boards' Water Conservation Portal [here](#). A fact sheet on compliance can be found [here](#).

Local Enforcement and Education Programs Continue Ramping Up

Water suppliers reported that while their August statistics demonstrate that the number of complaints and warnings may be leveling off, awareness continues to grow as the local programs mature.

- 38,601 water waste complaints were reported statewide (by 379 suppliers) – compared with 38,882 complaints reported in July (by 385 suppliers);
- 39,008 formal warnings were issued for water waste statewide (by 330 suppliers) -- compared with 37,471 formal warnings in July (by 329 suppliers); and
- 14,975 penalties were issued statewide (by 84 suppliers) -- compared with 16,287 penalties issued in July (by 82 suppliers).

Warnings and penalties not only draw attention to water wasting activities and undetected leaks, but they also complement local outreach and education programs to reduce water use. Water suppliers have stepped up their communications considerably in the last two months and are extending their education programs to cover other drought-related needs, such as irrigation and mulching practices to [maintain healthy trees](#) while limiting water for ornamental landscapes.

The August urban water supplier enforcement statistics can be found [here](#).

August's Top Performers

Stand-out communities during August maintained or surpassed their July conservation savings. The list of top performers includes Joshua Basin Water District (Colorado River), Crescent City (North Coast), and the City of Red Bluff (Sacramento River). These high achievers continue to represent both inland and coastal communities, proving that significant savings can be achieved wherever you are. Suppliers demonstrating remarkable performance included:

- **City of Morgan Hill** – reduced water use by 42.5 percent in August, bringing the City's cumulative savings to 40.2 percent, well over its 28 percent conservation standard.
- **City of El Monte** - reduced water use by 22.9 percent in August, bringing the City's cumulative savings to 15.9 percent, twice its 8 percent conservation standard
- **City of Lakewood**– reduced water use by 30 percent in August, bringing the City's cumulative savings to 29 percent, well over its 20 percent conservation standard.

- **California Water Service Company Selma** – reduced water use by 40.0 percent in August, bringing the supplier’s cumulative savings to 41.5 percent, well over its 32 percent conservation standard.

Background

In his April 1 [Executive Order](#), Gov. Brown mandated a 25 percent water use reduction for cities and towns across California.

In May, the State Water Board adopted an [emergency regulation](#) requiring an immediate 25 percent reduction in overall potable urban water use. The regulation uses a sliding scale for setting conservation standards, so that communities that have already reduced their R-GPCD through past conservation will have lower mandates than those that have not made such gains since the last major drought.

Each month, the State Water Board compares every urban water supplier’s water use with their use for the same month in 2013 to determine if they are on track for meeting their conservation standard. Local water agencies determine the most cost effective and locally appropriate way to achieve their standard. The State Water Board will work closely with water suppliers to implement the regulation and improve local efforts that are falling short.

California has been dealing with the effects of an unprecedented drought. To learn about all the actions the state has taken to manage our water system and cope with the impacts of the drought, visit [Drought.CA.Gov](#). Every Californian should take steps to conserve water. Find out how at [SaveOurWater.com](#).

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Emergency Conservation Regulation Update

Office of Research, Planning, and Performance

October 7, 2015



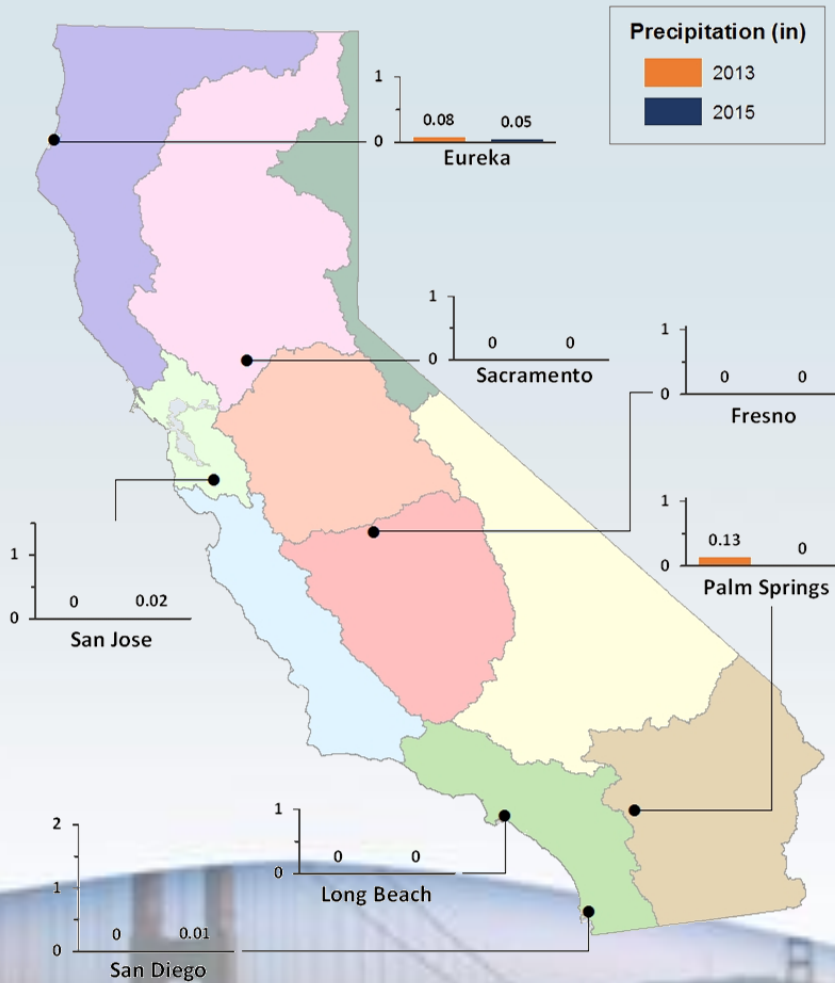
Status of Implementation

- Water production data collected from June 2014 through August 2015 (15 months)
- Third month with statewide goal to reduce total potable urban water use by 25 percent
- 406 (of 411) urban water suppliers submitted August production and enforcement numbers
- Enforcement follow-up on June and July conservation for all 411 urban water suppliers

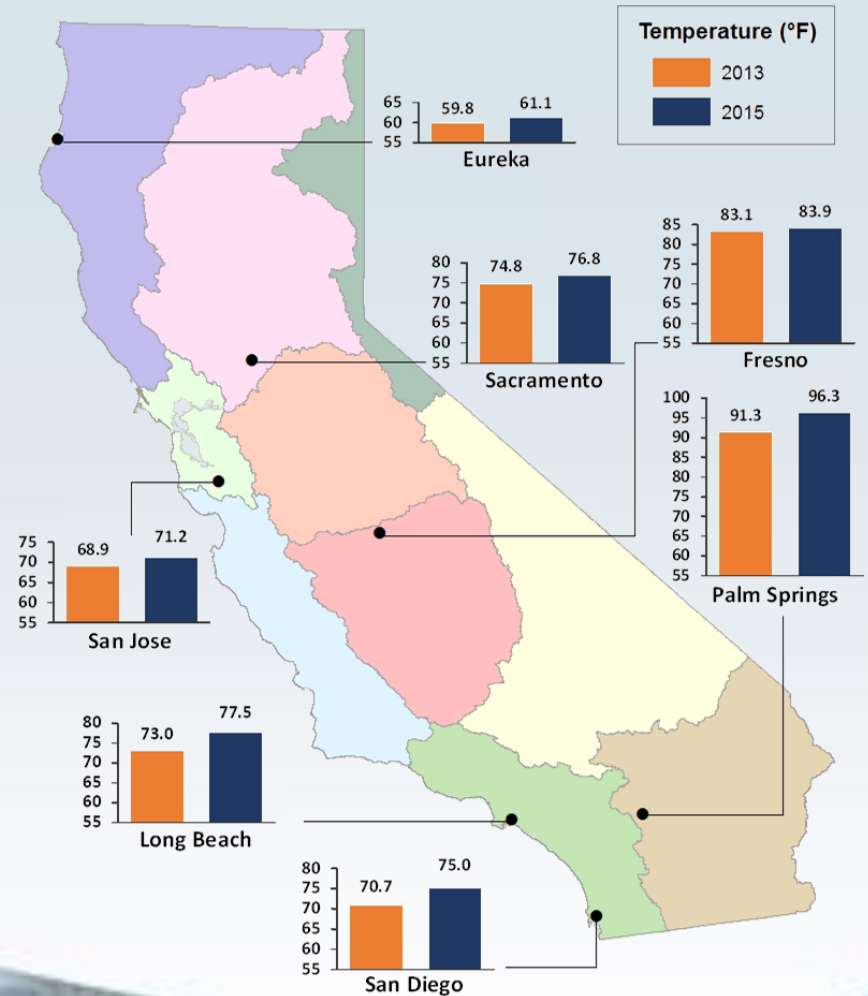
August Weather Conditions

(Select Cities)

Precipitation



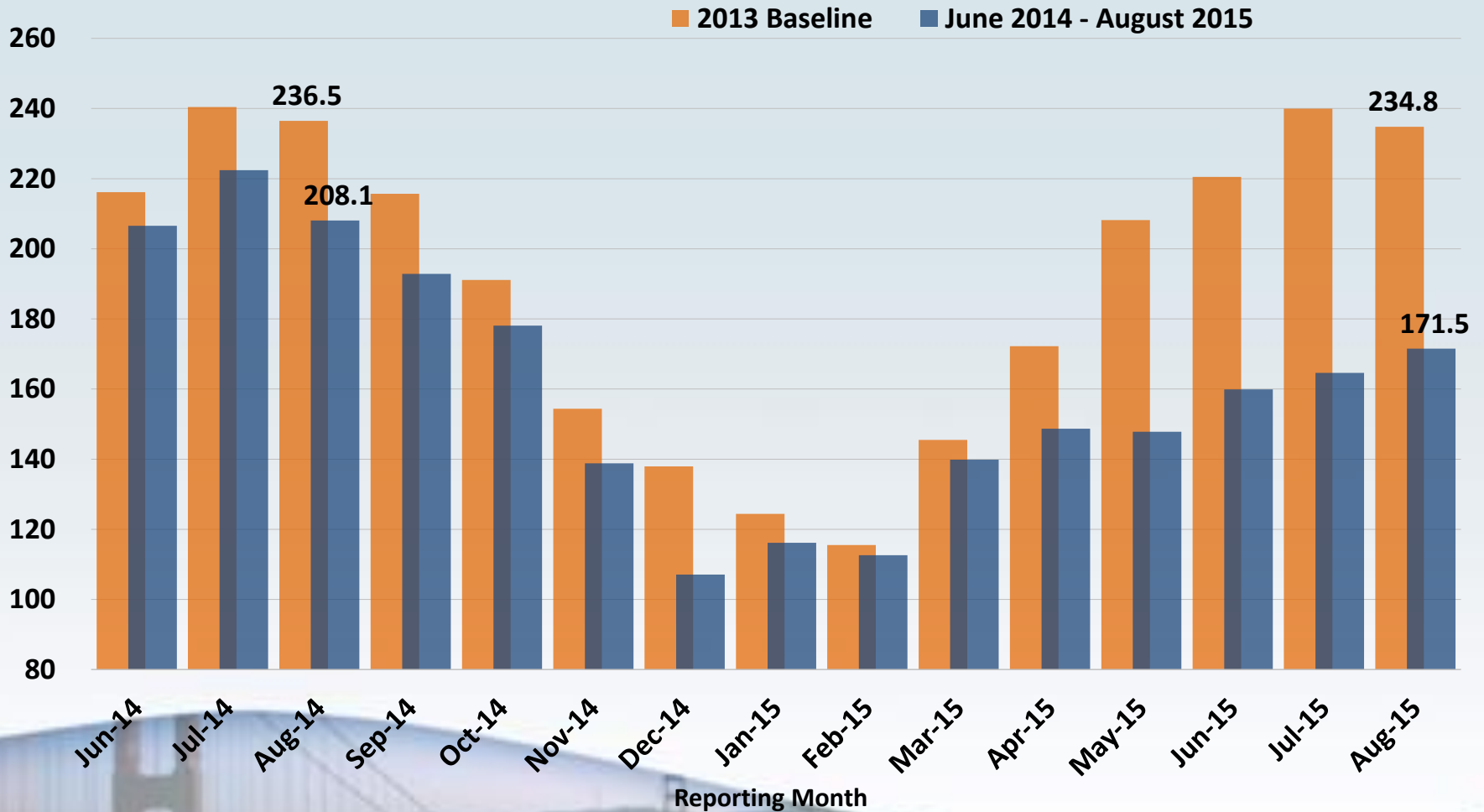
Temperature



Statewide, August 2015 was hotter and drier than August 2013

Statewide Water Conservation Results

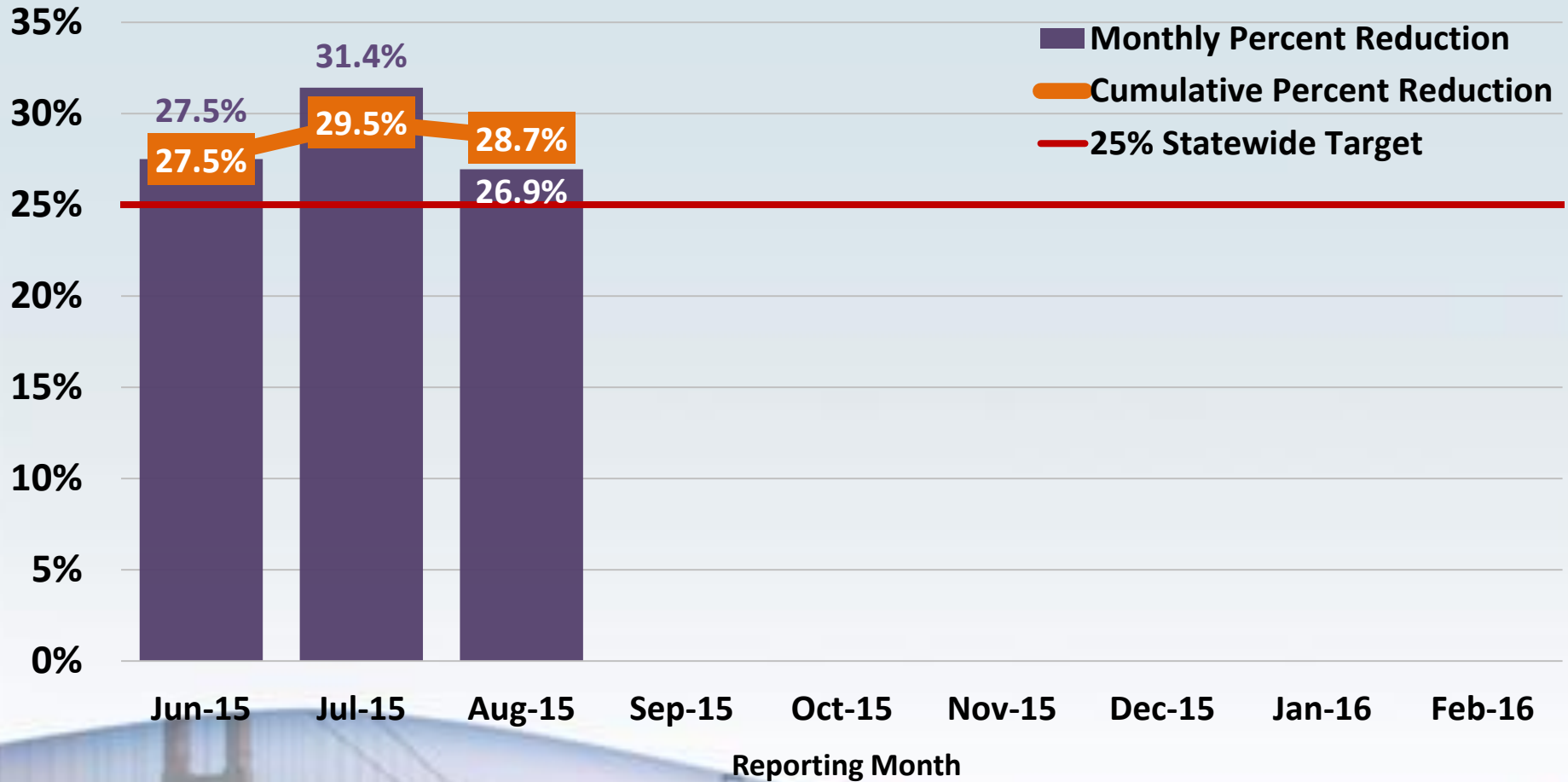
Water Production June 2014 – August 2015 (Billion Gallons)



August 2015 savings (63.3 billion gallons) is two times more than August 2014 savings (28.4 billion gallons)

Statewide Water Conservation Results Water Production Percentage Reduction

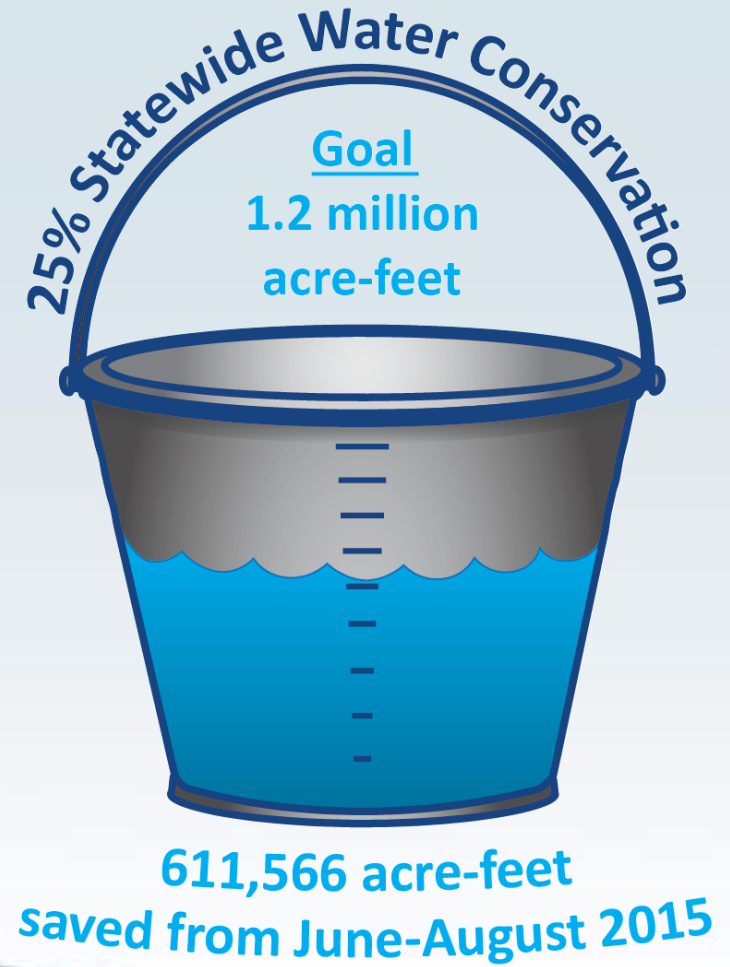
(Compared to 2013)



August 2015 savings (63.3 billion gallons; 194,193 acre-feet) brings cumulative statewide savings to 28.7%

Cumulative Savings (June - August 2015)

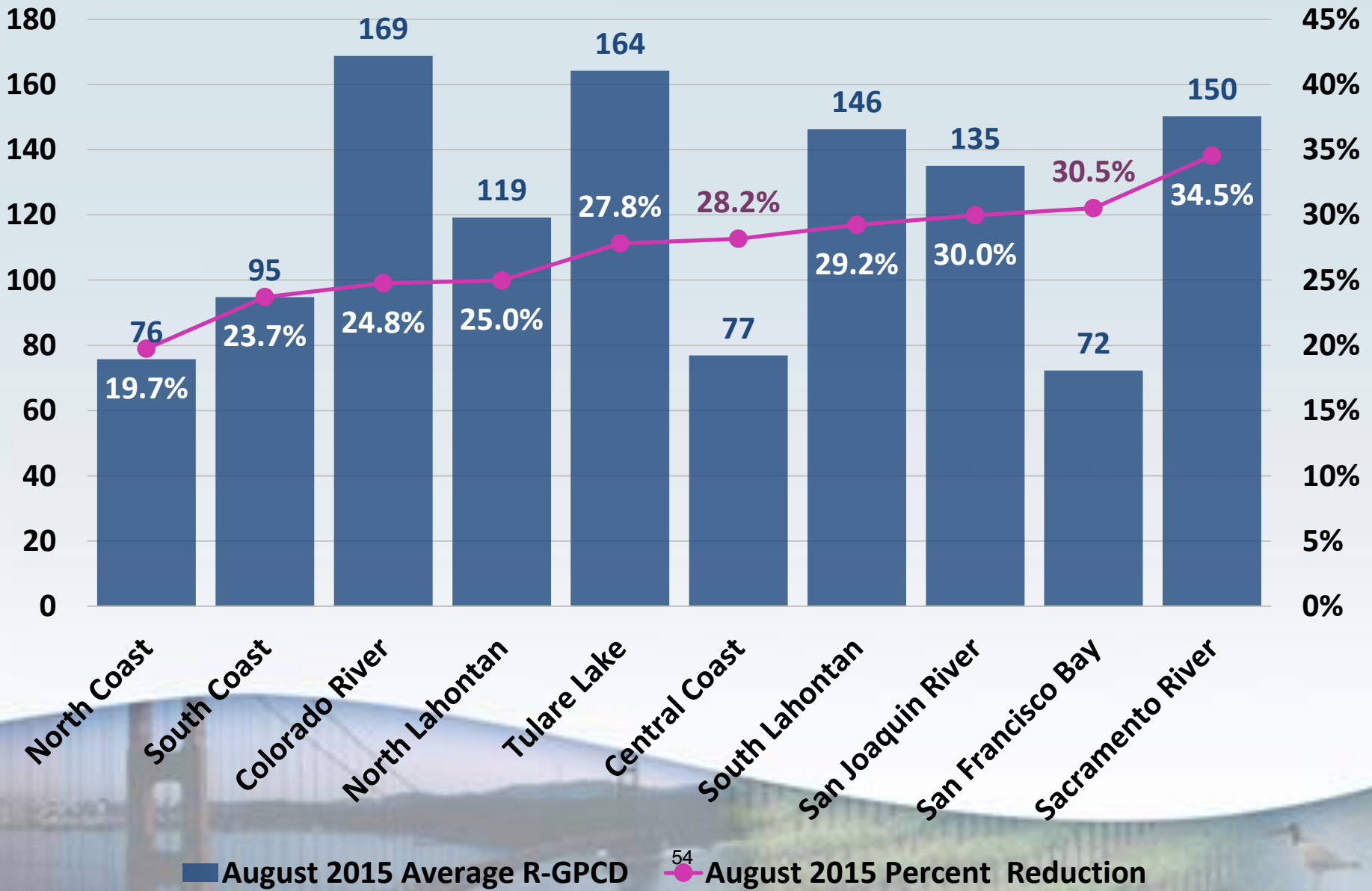
- 611,566 acre-feet (199.3 billion gallons)
- 51 % towards goal
- Enough to provide 3.1 million Californians with water for 1 year



August 2015 Residential Gallons per Capita per Day

- Average statewide August 2015 R-GPCD = 102
 - Lowest supplier R-GPCD = 37
 - Highest supplier R-GPCD = 393
- August 2015 R-GPCD slightly higher than July 2015 (98); down from August 2014 (123)
- 24 suppliers report August R-GPCD less than 55
 - Suppliers represent 2.1 million people
 - 55 GPCD is the performance standard for **indoor** use

August 2015 R-GPCD and Water Conservation

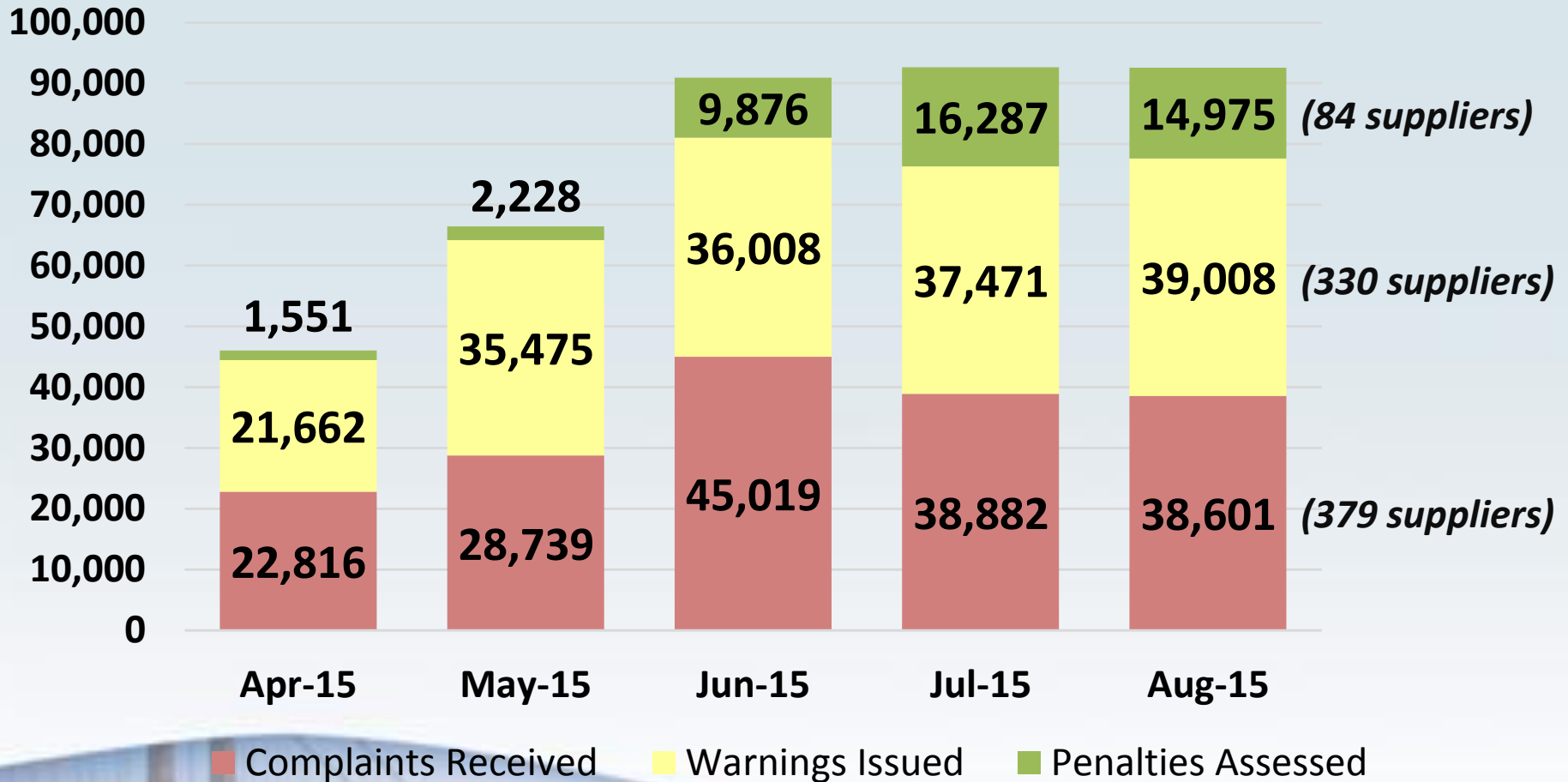


August R-GPCD Trend by Hydrologic Region

Hydrologic Region	Aug-13*	Aug-14	Aug-15	Trend
Central Coast	107	91	77	
Colorado River	235	218	169	
North Coast	94	82	76	
North Lahontan	153	131	119	
Sacramento River	227	176	150	
San Francisco Bay	107	91	72	
San Joaquin River	201	174	135	
South Coast	123	113	95	
South Lahontan	202	180	146	
Tulare Lake	221	190	164	
Statewide	140	123	102	

* Estimated August 2013 R-GPCD is based on August 2014 percent residential use and population

Supplier Enforcement Actions Taken April – August 2015



17 suppliers still allow outdoor irrigation 7 days a week



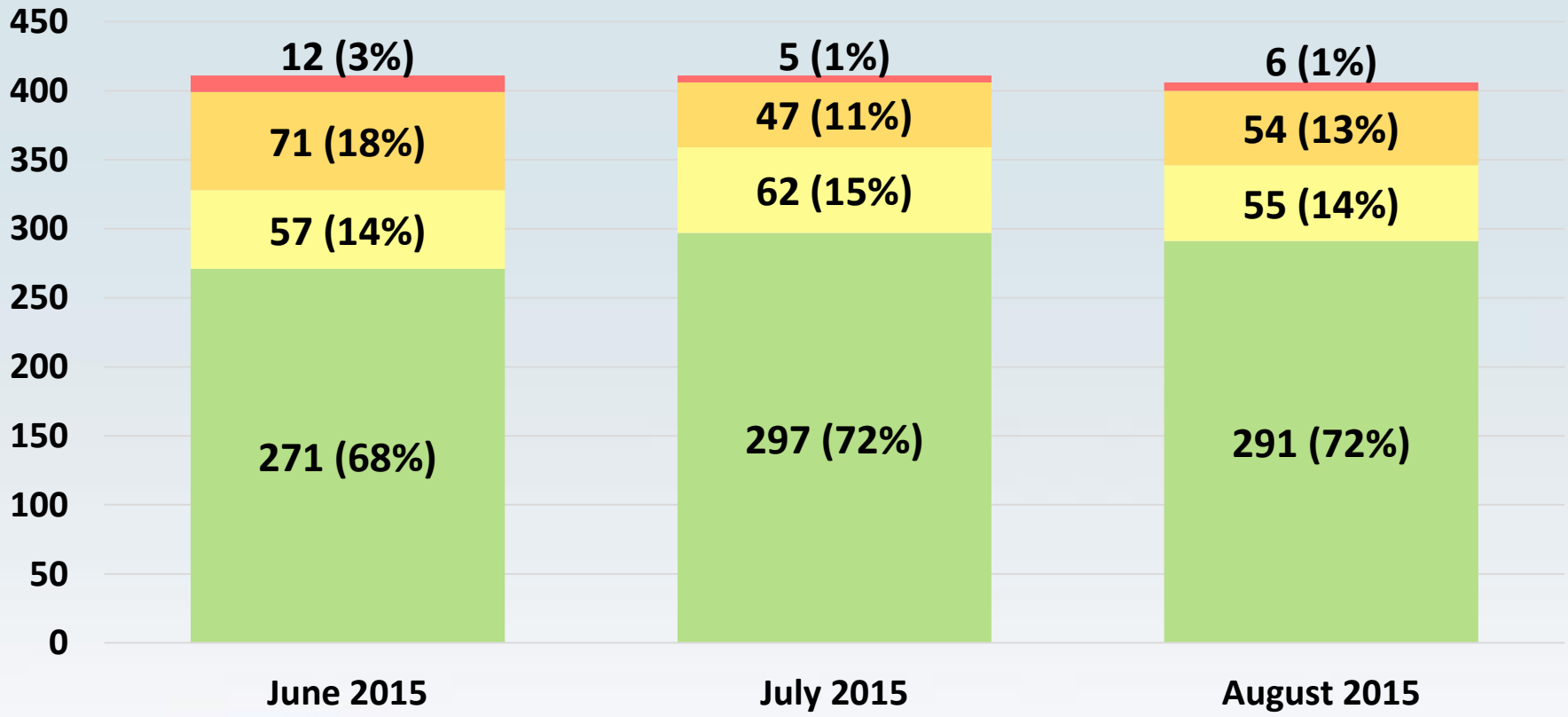
Noteworthy August 2015 Achievements



Suppliers with improved conservation enough to move into lower compliance priority between July and August.

- Olivehurst Public Utility District
- Lee Lake Water District
- Casitas Municipal Water District
- Crescent City, City of
- Pico Water District
- Orange, City of
- San Fernando, City of
- Ceres, City of
- California Water Service Company Dominguez
- Sanger, City of
- Red Bluff, City of
- Patterson, City of
- Humboldt Bay Municipal Water District
- Phelan Pinon Hills Community Services District

Number of Suppliers Reporting by Compliance Priorities June – August 2015



0 Met or within one percentage point of meeting standard

2 Between five and 15 percentage points from meeting standard

3 Between one and five percentage points of meeting standard

1 Greater than 15 percentage points from meeting standard

Water Board Enforcement Actions Taken Since June 2015

- 8 Conservation Orders Issued
- 99 Information Orders Issued
- 68 Warning Letters Issued

Enforcement Page:

http://www.waterboards.ca.gov/water_issues/programs/conservation_portal/enforcement.shtml

Next Steps

- Issue additional Conservation Orders
- Issue responses to Alternate Compliance Requests
- Possible workshop on potential extension and modifications to the emergency regulation

Stakeholder Discussions

- First meeting held August 26th on next steps for conservation regulation
- Second meeting will focus on options for modification to an extended emergency regulation

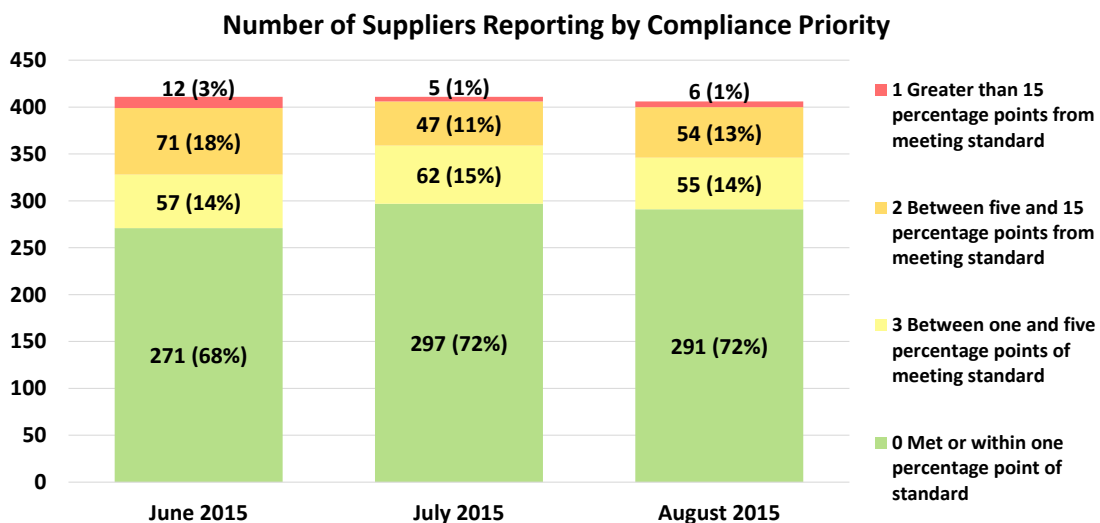
August 2015 Statewide Conservation Data

August Conservation Summary

August marks the third straight month that the state’s 400-plus urban water suppliers must be in compliance with the emergency [conservation standards](#). This fact sheet summarizes the results for August and illustrates the progress made since 2014, when urban water suppliers were first required to submit monthly conservation reports.

The amount of water saved collectively by the state’s large urban water suppliers decreased from 31.4 percent in July to nearly 27 percent in August, compared to the same time in 2013. The three month (June – August) cumulative savings comes in at 28.7 percent. The year 2013 serves as the baseline for determining water savings statewide. While the last three summer months have been some of the hottest on record, conservation efforts have exceeded the statewide target as temperatures climbed. However, in August, conservation efforts have dipped slightly. The current report is posted [here](#).

Conservation Standard Compliance August 2015














August saw a decrease in compliance by water suppliers, as compared to July’s dramatic increase. With 406 water supplier reports submitted for August, 291 suppliers (72 percent) met, or were within one percentage point of their conservation standard; 55 suppliers

(14 percent) were between one and five percentage points of meeting their conservation standard; and 54 suppliers (13 percent) were between five and 15 percentage points of meeting their conservation standard. Six suppliers (one percent) were more than 15 percentage points from meeting their conservation standard, however, two of these suppliers are under alternate compliance orders.

The State Water Board continues to work closely with water suppliers to implement the regulation and to support improved local efforts where conservation savings are falling short as described in the table above. Information about the Board’s compliance actions is located [here](#).












Water Savings by Hydrologic Region June 2014 to August 2015

Hydrologic Region	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Trend
Central Coast	9.5%	13.5%	15.2%	15.9%	14.4%	21.6%	29.2%	9.4%	9.0%	9.4%	19.1%	30.5%	30.2%	31.5%	28.2%	
Colorado River	6.6%	3.1%	7.0%	6.9%	5.4%	6.7%	7.4%	12.2%	-0.9%	7.3%	11.9%	19.8%	25.2%	34.0%	24.8%	
North Coast	4.2%	10.2%	13.1%	9.4%	22.0%	19.5%	15.7%	15.7%	7.4%	-4.0%	22.8%	28.8%	16.1%	32.5%	19.7%	
North Lahontan	0.0%	1.4%	13.9%	5.3%	-0.9%	0.8%	12.7%	8.8%	11.9%	9.8%	16.8%	38.4%	29.8%	32.4%	25.0%	
Sacramento River	14.0%	19.7%	22.4%	16.7%	18.8%	25.9%	21.6%	6.0%	14.1%	11.5%	23.5%	38.8%	36.3%	38.4%	34.5%	
San Francisco Bay	10.3%	12.9%	15.1%	15.4%	14.9%	17.8%	20.9%	2.4%	7.9%	6.6%	19.9%	31.9%	32.3%	32.3%	30.5%	
San Joaquin River	6.7%	12.4%	13.2%	10.1%	10.0%	20.8%	18.3%	12.3%	13.6%	11.4%	20.0%	35.0%	33.3%	34.6%	30.0%	
South Coast	-0.2%	2.2%	8.5%	8.1%	1.8%	3.4%	23.8%	6.2%	-2.6%	0.5%	9.0%	25.8%	22.9%	28.3%	23.7%	
South Lahontan	5.7%	4.5%	11.0%	8.5%	0.6%	1.5%	6.9%	10.8%	3.3%	10.1%	12.0%	21.8%	31.1%	35.9%	29.2%	
Tulare Lake	5.1%	8.7%	14.1%	11.1%	6.4%	16.5%	26.5%	8.9%	10.1%	4.6%	17.1%	31.3%	29.6%	32.4%	27.8%	
Statewide	4.4%	7.5%	12.0%	10.6%	6.8%	10.1%	22.4%	6.6%	2.5%	3.9%	13.7%	29.0%	27.5%	31.4%	26.9%	

Statewide savings for August was 26.9 percent, a decline from July’s record 31.4 percent savings. The amount of water saved in August (63.3 billion gallons) is more than twice the amount of water saved in August 2014 (28.4 billion gallons). August’s statewide average savings is two percentage points above the minimum 25 percent average called for by the Governor in his April 1 [Executive Order](#). Saving water in the hot summer months is critical to maintain the overall 25 percent goal, as that is when the greatest amount of water is traditionally used, particularly on outdoor ornamental landscapes.

The table above shows the monthly water savings by hydrologic region compared with the same month in 2013. Average hydrologic region monthly savings for August range from 19.7 percent to 34.5 percent. In August, all 10 hydrologic regions reported lower monthly savings than they did in July, but significantly higher monthly savings than they did a year ago, in August 2014. The South Coast basin, which represents 56 percent of the state’s population, decreased regional savings from 28.3 percent conservation in July to 23.7 percent conservation in August.

R-GPCD by Hydrologic Region June 2014 to August 2015

Hydrologic Region	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Trend
Central Coast	99.9	95.0	90.6	88.6	83.4	65.9	54.3	60.5	62.1	65.1	71.5	71.5	75.5	76.4	76.9	
Colorado River	235.3	236.2	217.9	181.8	169.3	166.1	115.5	115.4	132.8	123.4	160.1	160.1	166.7	151.0	168.7	
North Coast	87.9	96.0	81.9	84.2	66.9	54.8	56.5	54.4	54.5	61.5	60.0	64.1	78.7	73.5	75.7	
North Lahontan	162.0	147.8	131.2	126.6	93.8	68.2	72.4	70.2	63.7	61.2	66.3	83.4	115.2	115.0	119.2	
Sacramento River	187.0	197.5	175.8	165.5	130.4	89.2	70.7	73.6	74.3	97.3	104.2	118.0	137.9	151.8	150.3	
San Francisco Bay	98.8	98.2	90.7	84.0	76.7	62.8	53.0	56.8	57.9	63.4	65.5	65.9	70.0	72.0	72.3	
San Joaquin River	196.7	196.7	173.9	157.6	130.3	90.5	71.7	68.4	72.2	93.6	105.7	113.9	130.1	135.0	135.0	
South Coast	121.6	119.8	112.7	111.9	103.4	87.8	64.6	73.2	79.4	83.2	90.0	81.4	91.1	88.3	94.8	
South Lahontan	189.3	191.6	179.7	158.2	132.8	107.2	71.5	71.6	78.1	95.3	113.4	120.6	133.3	129.3	146.2	
Tulare Lake	201.4	212.4	189.9	180.2	148.6	105.9	80.0	74.7	77.7	101.1	127.2	132.4	155.1	155.1	164.2	
Statewide	133.0	132.9	122.9	117.8	105.1	85.5	65.0	70.4	75.1	82.3	90.4	87.6	98.0	98.0	102.4	

Statewide average residential gallons per capita per day (R-GPCD) for August was 102 gallons, up slightly from July (98 R-GPCD), but significantly lower than residential water use in August 2014 (123 R-GPCD).

The table above shows monthly average R-GPCD by hydrologic region. R-GPCDs vary throughout the state, with the San Francisco Bay Hydrologic Region reporting the lowest average water use at 72.3 gallons per person per day, and the Colorado River Hydrologic Region reporting the highest average water use at 168.7 gallons per person per day. In August, eight of the ten hydrologic regions reported higher R-GPCDs than they did in July, but all 10 regions reported significantly lower R-GPCDs than they did a year ago, in August 2014.

Caring for Trees While Conserving Water

Saving trees is important for cooling city streets and public safety, and watering them is essential and requires some care. That is why the [Save Our Water campaign](#) has partnered with California ReLeaf to provide residents with tips on how to maintain trees while reducing outdoor water use. Information is available at: www.saveourwater.com/trees.

Rebate Programs for Turf Removal and Toilet Replacement

Inefficient toilets and turf grass use large volumes of water, and present opportunities for significant water savings. Rebates are now available at: <http://saveourwaterrebates.com/>.

(This fact sheet was last updated October 1, 2015)



AGENDA ITEM NO. 7.B.

DATE: October 22, 2015
TO: Board of Directors
FROM: Tammy Rudock, General Manager

SUBJECT: RECEIVE REPORT ON STATE MODEL WATER EFFICIENT LANDSCAPE ORDINANCE REVISIONS, PROPOSED BAWSCA MODEL WATER EFFICIENT LANDSCAPE ORDINANCE, AND RECOMMENDED DIRECTION FOR MPWD

RECOMMENDATION

Receive report on State Model Water Efficient Landscape Ordinance, proposed BAWSCA MWELO updates, and recommended direction for MPWD.

FISCAL IMPACT

None.

BACKGROUND

Governor Brown's Drought Executive Order of April 1, 2015, directed the Department of Water Resources (DWR) to update the State's Model Water Efficient Landscape Ordinance (MWELO) through expedited regulation. The revised DWR MWELO was approved by the California Water Commission on July 15, 2015, and the new regulation were finalized and published on September 15, 2015. Local agencies are responsible for adopting and reporting on a water efficient landscape ordinance.

Local agencies have until December 1, 2015, to adopt the DWR MWELO or to adopt a local ordinance, which "must be at least as effective in conserving water" as the DWR MWELO.

Local agencies working together to develop a regional ordinance have until February 1, 2016, to adopt, but are still subject to the December 2015 reporting requirements.

A local agency may choose to allow the DWR MWELO to become effective by default.

DISCUSSION

DWR MWELO

Key revisions to the DWR's MWELO include:

- Reduced landscape size threshold
 - 500 sq. ft. for new projects
 - 2,500 sq. ft. for rehabilitated landscapes
- Dedicated landscape meter or sub-meter requirements
 - Residential landscapes over 5,000 sq. ft.
 - Non-residential landscapes over 1,000 sq. ft.
- Incentives for graywater use
 - Landscapes under 2,500 sq. ft. and irrigated entirely with graywater or captured rainwater only subject to irrigation checklist
- Stricter irrigation system efficiency standards
 - Pressure regulators and master shut-off valves required
 - Flow sensors to detect high flow conditions required for landscapes over 5,000 sq. ft.
- Limits on the percentage of turf planted
 - Reduced residential landscape area that can be planted with turf to 25%
 - Turf and high water use plants not allowed in median strips or parkways
- Required reporting by local agencies
 - Report implementation and enforcement of a single agency local ordinance to DWR by December 31, 2015, and regional ordinance by March 1, 2016
 - Annual (calendar year) reporting for all agencies is due by January 31st of each year thereafter.

BAWSCA MWELO

BAWSCA created a template outdoor water use efficiency ordinance in FY 2009/2010 for regional use.

BAWSCA estimated that approximately half of its member agencies adopted some version of the BAWSCA template outdoor water use efficiency ordinance. A few agencies formally adopted or defaulted to the DWR MWELO, and a few adopted the Bay Friendly MWELO or another model ordinance to require outdoor water efficiency in new development.

The 2010 BAWSCA ordinance differs from the 2015 DWR MWELO:

- Size threshold for rehabilitated landscapes
 - BAWSCA ordinance: >1,000 sq. ft.
 - DWR MWELO: >2,500 sq. ft.
- Documentation requirements.

BAWSCA invited member agencies to a working group for development of local modifications to the DWR MWELO, enforcement documents (e.g., inspection checklists), and template materials for ordinance adoption. As required, the BAWSCA MWELO will be at least as effective as the 2015 DWR MWELO.

The first meeting of the working group was held on October 6th and an aggressive schedule was crafted in order to meet DWR’s reporting requirements. The intent is to have a draft regional MWELo ready the week of October 19th for review by the working group, and finalize it by November 15th. That allows for presentation and adoption by member agencies during December 2015 and January 2016. MPWD staff is involved in this working group.

RECOMMENDED DIRECTION FOR MPWD

The DWR MWELo effective January 1, 2010, became the MPWD’s ordinance by default. The MPWD, however, utilizes the BAWSCA landscape project checklists because they are simpler to use by residential and commercial customers, contractors, and staff. That means the MPWD also uses the BAWSCA regional standard for the 1,000 sq. ft. threshold for rehabilitated landscapes.

Once finalized, staff recommends that the MPWD adopt the BAWSCA regional MWELo, including the 1,000 sq. ft. threshold for rehabilitated landscapes because that is the standard currently in use at the MPWD. This also ensures alignment with neighboring BAWSCA agency members, which provides residents, commercial business owners, designers, landscapers, and contractors with generally consistent compliance requirements across regional boundaries.

PROPOSED TIMELINE

DATE	ACTION
September 2015	<ul style="list-style-type: none"> ▪ DWR MWELo finalized and published
October 2015	<ul style="list-style-type: none"> ▪ Work with BAWSCA members to draft regional MWELo ▪ MPWD Board of Directors information report
November 2015	<ul style="list-style-type: none"> ▪ BAWSCA MWELo final draft
December 2015	<ul style="list-style-type: none"> ▪ MPWD Board adoption consideration of BAWSCA MWELo ▪ Report regional MWELo adoption progress to DWR
February 2016	<ul style="list-style-type: none"> ▪ Full regional MWELo implementation ▪ Report adoption to DWR

BOARD ACTION: APPROVED: _____ DENIED: _____ POSTPONED: _____ STAFF DIRECTION: _____

UNANIMOUS _____ LINVILL _____ ZUCCA _____ WARDEN _____ STUEBING _____ VELLA _____



AGENDA ITEM NO. 8.A.

DATE: October 22, 2015
TO: Board of Directors
FROM: Tammy Rudock, General Manager

SUBJECT: CONSIDER RESOLUTION 2015-19 ADOPTING THE REVISED MPWD CONFLICT OF INTEREST CODE

RECOMMENDATION

Approve Resolution 2015-19 adopting the Revised MPWD Conflict of Interest Code.

FISCAL IMPACT

None.

DISCUSSION

California law requires that the MPWD review and update its Conflict of Interest Code every even-numbered year. If changes to the Code are required in between such even-numbered year reviews, the agency should make (and revise) if necessary. A revision is necessary as a result of the MPWD's recent reorganization and elimination of the Operations Superintendent position and addition of the Operations Manager.

The General Manager and District Counsel reviewed the MPWD's Amended Conflict of Interest Code dated August 26, 2010, and revised it accordingly.

Attachments: Resolution 2015-19
Revised MPWD Conflict of Interest Code

BOARD ACTION: APPROVED:_____ DENIED:_____ POSTPONED:_____ STAFF DIRECTION:_____

UNANIMOUS_____ LINVILL_____ ZUCCA_____ WARDEN_____ STUEBING_____ VELLA_____

RESOLUTION NO. 2015-19

ADOPTING A REVISED CONFLICT OF INTEREST CODE

MID-PENINSULA WATER DISTRICT

WHEREAS, pursuant to Resolution No. 76-27, dated November 18, 1976, the District adopted a Conflict of Interest Code as required by the Political Reform Act of 1974; and

WHEREAS, pursuant to Resolution No 2002-16, dated August 22, 2002 the District adopted as amended the Conflict of Interest Code, and pursuant to Resolution No. 2008-3 dated August 28, 2008, Resolution No. 2010-3 dated August 26, 2010, and Resolution No. 2014-17 dated October 17, 2014, the District amended the Conflict of Interest Code; and

WHEREAS, California Government Code Section 87306.5 requires that the District review its Conflict of Interest Code every even-numbered year and revise it if necessary; and

WHEREAS, the District Counsel and General Manager reviewed the current Conflict of Interest Code and determined that the Code should be revised as a result of the District's reorganization effective June 29, 2015, which eliminated the Operations Superintendent position and added the Operations Manager position; and

WHEREAS, the District Counsel and General Manager recommend adopting the revised Conflict of Interest Code.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Mid-Peninsula Water District that the revised Conflict of Interest Code hereby is adopted, in the form presented to the Board of Directors; and

BE IT FURTHER RESOLVED that the General Manager is directed to transmit a copy of the revised Conflict of Interest Code to the County Clerk of the Board of Supervisors of the County of San Mateo.

REGULARLY PASSED AND ADOPTED this 22nd day of October 2015, by the following vote:

AYES:

NOES:

ABSENT:

President, Board of Directors

ATTEST:

Secretary of the Board

CONFLICT OF INTEREST CODE

MID-PENINSULA WATER DISTRICT

Adopted on August 26, 2010
by Resolution No. 2010-3

Amended on October 23, 2014
by Resolution No. 2014-17

Revised on October 22, 2015
by Resolution No. 2015-19

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate a Conflict of Interest Code. The Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations Section 18730), which contains the terms of a standard Conflict of Interest Code. It can be incorporated by reference and amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it, duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference. This regulation and the attached Appendix designating officials and employees of the District and establishing disclosure categories shall constitute the Conflict of Interest Code of the Mid-Peninsula Water District.

Designated officials and employees shall file statements of economic interests with the District, which shall make the statements available for public inspection and reproduction (California Government Code Section 81008). Upon receipt of the statements of all designated officials and employees, the District shall make and retain a copy and forward the originals to the County Clerk for the County of San Mateo, as the code reviewing body.

Mid-Peninsula Water District

List of Designated Positions in the Mid-Peninsula Water District and Financial Disclosure Categories

Each person holding any position listed below must file statements disclosing the kinds of financial interest shown for the designated employee's position. Statements must be filed at the times and on the forms prescribed by law. Failure to file statements on time may result in penalties including but not limited to late fines.

<u>Designated Employees*</u>	<u>Disclosure Category</u>
Operations Manager	1,2,3,4
Administrative Services Manager	1,2,3,4
District Engineer	1,2,3,4
Consultants**	1,2,3,4

*The following positions are not covered by the Conflict of Interest Code because they must file a Statement of Economic Interest pursuant to Government Code Section 87200 and, therefore, are listed for information purposes only:

Board of Directors
General Manager
District Counsel

An individual holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe their position has been categorized incorrectly. The Fair Political Practices Commission makes the determination whether a position is covered by Section 87200.

**Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in the code subject to the following limitation:

The General Manager may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. Such determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

Nothing herein excuses any consultant from any other provisions of this Conflict of Interest Code, specifically those dealing with disqualification.

DISCLOSURE CATEGORIES

Category 1. A designated employee assigned to Category 1 is required to disclose investments which may foreseeably be materially affected by any decision made or participated in by the designated employee.

Category 2. A designated employee assigned to Category 2 is required to disclose interest in real property which may be materially affected by any decision made or participated in by the designated employee.

Category 3. A designated employee assigned to Category 3 is required to disclose income which may be materially affected by any decision made or participated in by the designated employee.

Category 4. A designated employee assigned to Category 4 is required to disclose any business entity in which the designated employee is a director, officer, partner, trustee, or holds any portion of management which may be materially affected by any decision made or participated in by the designated employee.



AGENDA ITEM NO. 8.B.

DATE: October 22, 2015
TO: Board of Directors
FROM: Tammy Rudock, General Manager

SUBJECT: CONSIDER AND CONFIRM MPWD 2016 BOARD MEETING SCHEDULE

RECOMMENDATION

Consider and confirm the MPWD 2016 Board Meeting schedule.

FISCAL IMPACT

None.

DISCUSSION

Attached is the proposed schedule for MPWD 2016 Board Meetings. Except for November and December, all meetings are scheduled for the 4th Thursday of each month.

November 16, 2016 (3rd Wednesday) is proposed in lieu of the 4th Thursday, which is Thanksgiving.

For the December meeting date staff is recommending either Wednesday, December 14, 2016, or Thursday, December 15, 2016.

Attachments: Proposed 2016 MPWD Board Meeting Schedule

BOARD ACTION: APPROVED:____ DENIED:____ POSTPONED:____ STAFF DIRECTION:____

UNANIMOUS____ LINVILL____ ZUCCA____ WARDEN____ STUEBING____ VELLA____



PROPOSED SCHEDULE

2016 MPWD REGULAR BOARD MEETINGS

JANUARY 28, 2016

FEBRUARY 25, 2016

MARCH 24, 2016

APRIL 28, 2016

MAY 26, 2016

JUNE 23, 2016

JULY 28, 2016

AUGUST 25, 2016

SEPTEMBER 22, 2016

OCTOBER 27, 2016

NOVEMBER 16, 2016 (3rd Wednesday)

DECEMBER 14 or 15, 2016 (2nd Wednesday or 3rd Thursday)

Time: 6:30PM

Location: 3 Dairy Lane, Belmont, CA 94002



TO: Board of Directors
FROM: Tammy A. Rudock
General Manager
DATE: October 22, 2015

MANAGER'S REPORT

FOLLOW-UP FROM 08/24/15 REGULAR BOARD MEETING

- Contract documents were signed and distributed:
 - Accela, Inc., for Comprehensive Financial Management System - \$144,941
 - Cornerstone Structural Engineering Group, Inc., for Dekoven Water Tanks Seismic Retrofit Evaluation and Strategy Development - \$38,550
 - Subtronic Corporation for Water Leak Survey of MPWD System - \$30,845

- ACWA Region 5 Board Ballot for 2016/2017 term was submitted.

CIP DEVELOPMENT UPDATE

Key Operations staff and the District Engineer have a meeting scheduled on October 20th to rank the identified capital projects and create a DRAFT 5-year CIP. It is tentatively scheduled to be introduced to the Board next month.

MISCELLANEOUS FEES PROJECT UPDATE

Preliminary work has been accomplished for this project. Staff plans on scheduling a meeting with Bartle Wells to finalize its list of fees and charges for cost-of-service analysis within the next week.

PERSONNEL MANUAL UPDATE

My intent is to have the new manual to ACWA/JPIA for review by October 30th. It is about 50% completed.

CSDA ANNUAL CONFERENCE REPORT

I attended the CSDA Annual Conference in Monterey from September 21st through September 24th. Candy Pina attended as well.

Monday, September 21st

I participated again with other General Managers in the pre-conference General Manager Speed Coaching, which I thoroughly enjoyed!

Tuesday, September 22nd

I attended the Opening Keynote Presentation by Peter Sheahan, Founder and CEO of ChangeLabs: *FLIP! Creative Strategies for Turning Challenges into Opportunity and Change into Advantage*. Key points:

- Role of our assumptions, biases, and beliefs in blinding us to new opportunities.
- Need to take manageable, intelligent risks to enable new approaches.
- Important of building narrative to shape stakeholder perception and drive influence.
- Embracing collaboration to drive transformation through partnership and community engagement.

Breakout sessions I attended:

- New Development in the Brown Act: What Special Districts Need to Know
- CalPERS: Strategic Issues Update

Wednesday, September 23rd

SDRMA General Session, Safety Awards and Keynote Presentation by Michael Bazzell, Computer Security Specialist & Privacy Consultant: *Hiding from the Internet*. Key points:

- What’s really going on with cybercrime—how hackers are coming after you.
- Common techniques—email phishing and spear phishing.

Breakout sessions I attended:

- Strategies to Lower Both Your OPEB and Pension Liabilities
- Building Better Buildings: What to do Before you Begin Construction
- Welcome to the Fishbowl: An Interactive Government Ethics Workshop

Thursday, September 24th

I attended the 2015 Legislative Update.

MEETINGS

DATE	EVENT
September 21 st – September 24 th	Attended CSDA Annual Conference in Monterey
September 25 th	Met with staff, District Engineer, and engineering consultant regarding abandoned Folger Pump Station demolition
September 28 th	Attended Sustainable San Mateo County Water Efficiency Focus Group meeting in San Carlos
October 1 st	Attended BAWSCA Water Management meeting in Foster City Attended HIA meeting in Belmont

DATE	EVENT
October 4 th	Participated with staff at MPWD community education table at Belmont's SAVE THE MUSIC festival
October 6 th	Attended BAWSCA working group meeting with Jeanette Kalabolas for development of regional MWELO in Redwood City
October 7 th	Attended Sea Level Assessment Policy Advisory meeting in Foster City
October 8 th	Participated in staff potluck Participated in WLG conference call regarding divided communities Attended safety session with staff and facilitated GM rap session
October 13 th	Attended FY 2014/2015 Financial Audit exit meeting with President Linvill, Director Warden, David Becker, and Candy Pina Attended the quarterly meeting between the MPWD and Belmont Public Works staff
October 14 th	Attended annual meeting with PARS team regarding OPEB trust account update and new PARS program: Pension Rate Stabilization Program

UPCOMING MEETINGS/EVENTS

BAWSCA Water Management Meeting (Foster City) – November 5, 2015

HIA Meeting (Belmont) – November 5, 2015

ACWA/JPIA Fall Conference (Indian Wells) – December 1-4, 2015



TO: Board of Directors
 FROM: Candy Pina
 DATE: October 22, 2015

ADMINISTRATIVE SERVICES MANAGER'S REPORT

CONFERENCES, TRAINING, & MEETINGS:

- 1) Jeanette Kalabolas: 09/28/15 – National Nights Out Wrap-Up Meeting
- 2) Laura Ravella: 10/02/15 – “Developing a Perpetually Positive Attitude” Webinar
- 3) Jeanette Kalabolas/Misty Malczon/Candy Pina/Tammy Rudock: 10/04/15 – “Save the Music Festival” MPWD Booth
- 4) Laura Ravella: 10/19/15 – “Public Speaking Without Fear” Webinar
- 5) Jeanette Kalabolas: 10/04/15 – BAWSCA Model Water Efficient Landscape Ordinance Working Group Meeting
- 6) Candy Pina/Tammy Rudock: 10/13/15 – “Audit Review” meeting with Auditor (David Becker) and Audit Committee (Betty Linvill/Dave Warden)
- 7) Candy Pina/Rene Ramirez/Tammy Rudock: 10/14/15 – “OPEB Trust Account” meeting with PARS
- 8) Misty Malczon: 10/19/15 – Meeting with Pacific Office Automation regarding a Document Management System

FINANCIAL REPORTING:

- 1) Schedule of Cash and Investments:

SCHEDULE OF CASH AND INVESTMENTS		
CASH ACCOUNT	BALANCE @ 8/31/15	BALANCE 10/14/15
PETTY CASH	400	400
CASH DRAWER	200	200
WELLS FARGO CHECKING	\$ 97,022	\$ 11,261
LAIF	\$ 3,389,457	\$ 3,389,457
TOTAL	\$ 3,487,079	\$ 3,401,318

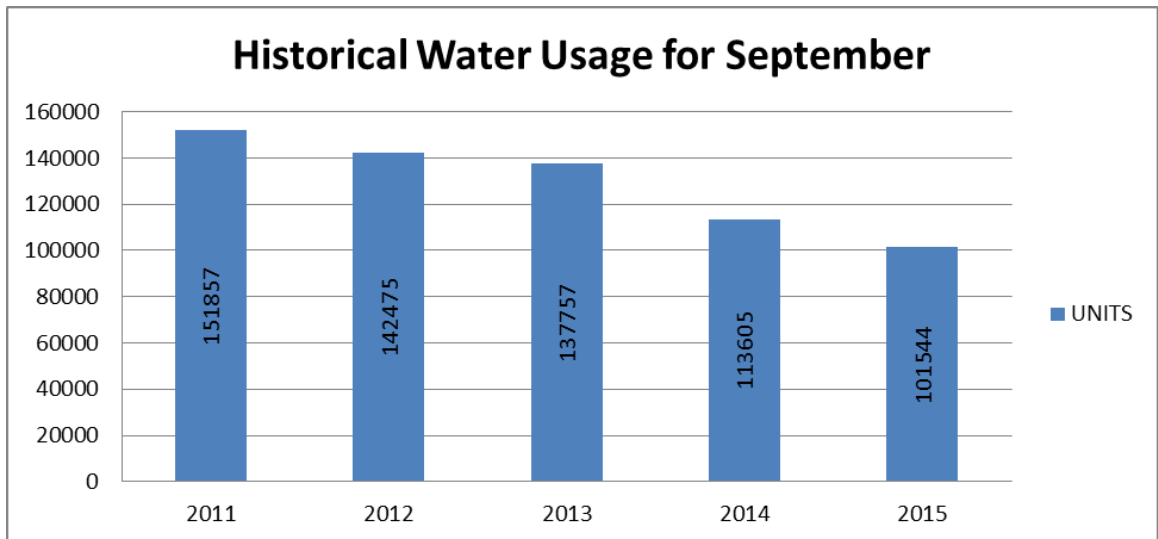
Month End Balance of PARS/OPEB for August 2015 (September 2015 report not yet received): \$446,113.29. An overall decrease in Net Earnings of \$9,409.61 reported.

2) Reserve Report:

MPWD RESERVE FUNDS				
Reserve Account	Balance @ 9/30/2013	Balance @ 9/30/2014	Balance @ 9/30/2015	Budget for Reserve Policy
Capital Reserves	\$ 1,019,855	\$ 1,879,466	\$ 889,457	\$ 2,500,000
Emergency Reserves	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
Working Capital Reserves	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
TOTAL RESERVE FUNDS	\$ 3,519,855	\$ 4,379,466	\$ 3,389,457	\$ 5,000,000

3) Water Revenue Report:

WATER REVENUES for FISCAL YEAR 2015/2016					
Month	Total Units	Water Commodity Charges	Fixed System Charges	Total Water Revenues	Misc Rev
JUL	102,202	655,215.69	174,717.33	829,933.02	1,223.75
AUG	104,096	788,694.37	206,692.18	995,386.55	1,217.50
SEP	101,546	767,490.00	206,247.53	973,737.53	1,213.75
TOTAL	307,844	2,211,400.06	587,657.04	2,799,057.10	3,655.00



TEAM BUILDING ACTIVITIES:

1. We continue to celebrate birthdays.
2. We have implemented a Wellness Program involving staff.
3. We had a potluck highlighting Hawaiian Food.



TO: Board of Directors
FROM: Rene A. Ramirez, Operations Manager
DATE: October 22, 2015

OPERATIONS REPORT

Projects:

- AMI: staff has completed staging all 512 meters for Zone 1 commercial routes. A District letter has been mailed to all Zone 1 commercial accounts making them aware of the meter change-out program and requesting contact information in order to schedule a future installation. Over the past month and following communication with customers, staff has installed 11 commercial meters. The goal is to have all 512 commercial meters installed by April 2016;
- Stepford has completed the installation of the cable. Their next step is to verify compatibility with Comcast and our Sonitrol security system;
- Staff and District Engineer are coordinating a field meet with the Buckland Tank contractor to carry out an inspection before the one-year warranty period expires. While not a known issue, there will be a focus on the interior coating system; and
- Staff installed a new service at 2847 San Juan for homeowner.

Maintenance:

- Of the 32 non-compliant backflow devices noted last month, only one remains out of compliance and the property owner is working with San Mateo County;
- During September responded to and completed 145 USA (underground service alerts) requests to identify our infrastructure;
- During September staff exercised 37 water system valves in Zone 8, bringing the total to 246 valves exercised this fiscal year;
- 11 fire hydrants were inspected and their valves and two water system valves in Redwood City were exercised in preparation of Redwood City's repaving project along Whipple Avenue;
- The 8-inch Belmont Woods regulator, which is used during an emergency to move water from Zone 8 to Zone 7, was rebuilt;
- All three Haskins regulators (1-2" and 2-4" regulators) were rebuilt and flow tested. These regulators move water from Zone 9 to Zone 3 during normal operation;

- A regular program of bimonthly regulator exercising continues throughout the distribution system;
- The water system valves along Notre Dame were reset following the City's road work;
- Replace fire hydrant at 621 Old County Road;
- Grabbed 44 water samples for bacteriological testing – all samples were normal and showed no signs of coliform bacteria;
- We also monitored dead-ends for disinfectant residual, and where needed, we flowed water into landscapes, street sweepers or sewer flushing trucks versus monitoring for discharge into the storm water systems to improve water quality; and
- Staff continues monitoring for signs of nitrification within our tanks – the new pumping protocol that more routinely “pumps-up” fresh water to all tanks during off-peak hours and then “flows-down” this water throughout the day in an attempt to keep our water as fresh as possible seems to be working well.

System Repairs:

Location	Event	Material	Installation Date	Estimated Water Loss (Gals.)
1674 Ralston	Service Leak	Plastic	1970	< 1,000
905 Chevy	Service Leak	Plastic	1970	< 1,000
1623 Manzanita	Replace Curb Stop	Bronze	1977	<1,000

- Pulled motor for Tunnels Pump #3. On the outside there was a blown seal and it sounds like the lower bearing on the motor is bad.

Development:

- Staff is currently working with developers on five (5) development projects located at:
 - o 576-600 El Camino Real – an apartment/potentially condominium complex; we are awaiting information regarding a proposed meter and its compatibility with our AMI and their proposed location;
 - o 1401 Shoreway Road – a hotel building; their plans comply with District requirements awaiting their next step;
 - o 1201 Shoreway Road – a hotel building; continue to work with developer on the location of their domestic and fire service;
 - o 360-380 Industrial Road – a commercial building; District issued a letter approving plans and waits for payment in order to schedule construction of water service; and

- 2177 Carlmont Avenue – a 10 unit residential condominium project; comments to the plans have been issued to the developer requiring individual water meters for each unit and we are waiting for corrected plans to be re-submitted.

Administration:

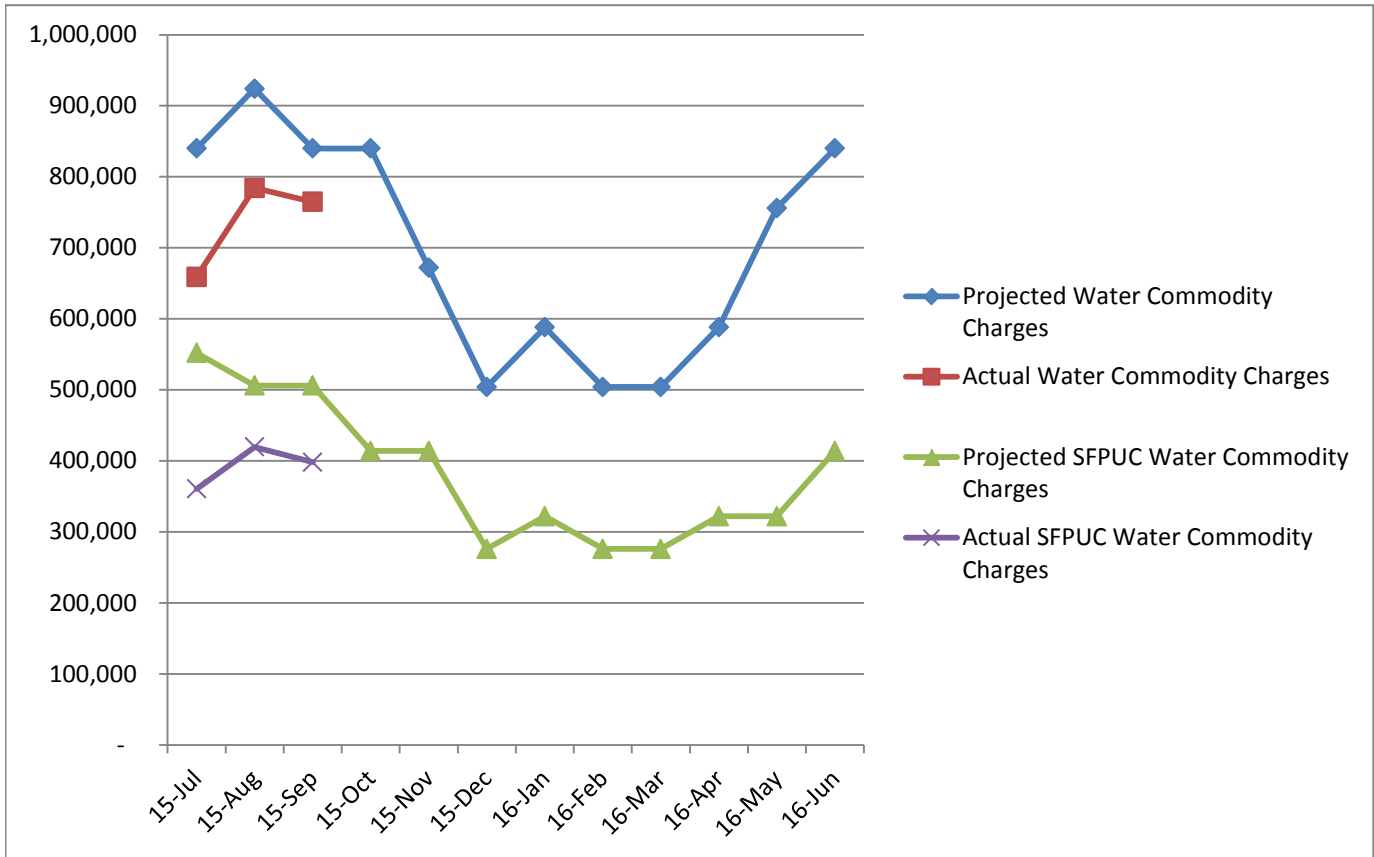
- Conducted two Operations staff meetings during month;
- FOS Young participated on an Oral Board Panel at the request of SFPUC;
- Staff sat in on a SCADA presentation by SAGE Designs;
- Worked with SFPUC while they prepared and then installed a new AMI meter at the Tunnels Pump Station;
- Talking to service providers on a Generator Maintenance Plan for our nine (9) generator sets throughout the District;
- Initiated contact with SFPUC to schedule a hike of the Tunnels Supply Line to the Hallmark Tank site – scheduled for early November;
- Attended the monthly BAWSCA meeting in Foster City;
- Worked hand-in-hand with Operations staff and cleaned up the shop area;
- Attended the General Manager RAP session;
- Received a refund from PG&E for slightly more than \$25,000 following the final accounting for costs associated with moving power facilities during the Buckland Tank Project;
- Continuing conversation with Crown Castle Corporation, as the representative for T-Mobile, on two potential projects on cellular phone service towers on District property under agreement;
- All staff attended and participated in a training session provided by PG&E on how to work safely around their power and natural gas facilities;
- Attended a City of Belmont Public Works pre-construction meeting prior to their contractor begins sewer rehabilitation improvements throughout the community;
- Attended the Local Hazards Mitigation Plan meeting with City of Belmont staff;
- Attended a local training program put on by U. S. Pipe on corrosion best practices, seismic resiliency and infrastructure asset management;
- Attended meeting at the BAWSCA office to participate in a discussion on using Behavioral Science to cost-effectively save water – a follow up conference call is planned in early November; and
- Continue working with Operations staff to develop Standard Operating Procedures (SOP) for operation and maintenance our water system.

**MID-PENINSULA WATER DISTRICT
BUDGET FOR YEAR 2015-2016
SUMMARY**

DESCRIPTION	APPROVED FY 2015-2016 BUDGET \$	ACTUAL 7/1/15 09/30/15	REMAINING BALANCE/ (OVER BUDGET)	Target YTD % 25.2%
				Y-T-D % OF BUDGET
OPERATING REVENUE				
WATER COMMODITY CHARGES	8,400,000	2,206,397	6,193,603	26.3%
FIXED SYSTEM CHARGES	2,443,780	591,723	1,852,057	24.2%
FIRE SERVICE CHARGES	14,400	3,655	10,745	25.4%
METER CHARGES	10,000	-	10,000	NA
SERVICE LINE & INSTALLATION CHARGES	25,000	17,155	7,845	68.6%
WATER SYSTEM CAPACITY CHARGES	200,000	9,375	190,625	4.7%
WATER DEMAND OFFSET CHARGES	10,000	1,217	8,783	12.2%
TEMP CONSTRUCTION CONNECTION CHARGES	10,000	-	10,000	NA
MISCELLANEOUS CHARGES	10,000	1,000	9,000	10.0%
INTEREST REVENUE - LAIF	10,000	2,754	7,246	27.5%
LEASE OF PHYSICAL PROPERTY	245,140	54,653	190,487	22.3%
PROPERTY TAX REVENUE	245,000	3,935	241,065	NA
TOTAL OPERATING REVENUE	11,623,320	2,891,863	8,731,457	24.9%
OPERATING EXPENDITURES				
SALARIES & WAGES	1,653,300	366,452	1,286,848	22.2%
PAYROLL TAXES & BENEFITS	1,141,017	266,856	874,161	23.4%
PURCHASED WATER	5,062,000	1,312,987	3,749,013	25.9%
CUSTOMER CREDIT CARD SERVICE FEES	114,638	27,130	87,508	23.7%
OUTREACH & EDUCATION	130,000	43,450	86,550	33.4%
M&R - OPS SYSTEM	364,215	92,723	271,492	25.5%
M&R - FACILITIES & EQUIPMENT	123,600	21,893	101,707	17.7%
MAJOR MAINTENANCE	32,000	700	31,300	2.2%
OFFICE SUPPLIES & EQUIPMENT	207,486	41,500	165,986	20.0%
MEMBERSHIP & GOV FEES	173,900	33,127	140,773	19.0%
BAD DEBT & CLAIMS	37,000	6,582	30,418	17.8%
UTILITIES	340,334	83,943	256,391	24.7%
PROFESSIONAL SERVICES	568,567	147,306	421,261	25.9%
TRAINING/TRAVEL & RECRUITMENT	54,140	4,953	49,187	9.1%
RESTRICTED EARNINGS	(10,000)	(2,754)	(7,246)	27.5%
RESERVES	61,123	-	61,123	NA
DEPRECIATION	870,000	237,010	632,990	27.2%
TOTAL OPERATING EXPENDITURES	10,923,320	2,683,858	8,239,462	24.6%
OPERATING REVENUE LESS EXPENDITURES	700,000	208,006	491,994	29.7%
NET TRANSFERS TO CAPITAL	(700,000)	(208,006)	(491,994)	29.7%
NET RESULTS OF OPERATIONS	-	-	-	

**WATER COMMODITY SALES & PURCHASE WATER ANALYSIS
MID-PENINSULA WATER DISTRICT
FY 2015/2016**

Month	Projected Water Commodity Charges	Actual Water Commodity Charges	Projected SFPUC Water Commodity Charges	Actual SFPUC Water Commodity Charges
15-Jul	840,000	659,123	552,000	360,472
15-Aug	924,000	784,369	506,000	419,573
15-Sep	840,000	764,745	506,000	398,063
15-Oct	840,000		414,000	
15-Nov	672,000		414,000	
15-Dec	504,000		276,000	
16-Jan	588,000		322,000	
16-Feb	504,000		276,000	
16-Mar	504,000		276,000	
16-Apr	588,000		322,000	
16-May	756,000		322,000	
16-Jun	840,000		414,000	



**MID-PENINSULA WATER DISTRICT
OPERATIONS BUDGET FOR YEAR 2015-2016
DETAILED**

Target YTD % 25.2%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	APPROVED FY 2015-2016 BUDGET \$	ACTUAL 7/1/2015 09/30/15	REMAINING BALANCE/ (OVER BUDGET)	Y-T-D % OF BUDGET
4010	WATER COMMODITY CHARGES	8,400,000	2,206,397	6,193,603	26.3%
4020	FIXED SYSTEM CHARGES (A)	2,443,780	591,723	1,852,057	24.2%
4030	FIRE SERVICE CHARGES	14,400	3,655	10,745	25.4%
4040	METER CHARGES	10,000	-	10,000	NA
4050	SERVICE LINE & INSTALLATION CHARGES (B)	25,000	17,155	7,845	68.6%
4060	WATER SYSTEM CAPACITY CHARGES	200,000	9,375	190,625	4.7%
4070	WATER DEMAND OFFSET CHARGES	10,000	1,217	8,783	12.2%
4080	TEMPORARY CONSTRUCTION CONNECTION CHARGES	10,000		10,000	NA
4090	MISCELLANEOUS CHARGES	10,000		10,000	NA
4000	TOTAL WATER AND FEE CHARGES	11,123,180	2,829,522	8,293,658	25.4%
4102	Interest Revenue- LAIF	10,000	2,754	7,246	27.5%
4100	INTEREST REVENUE	10,000	2,754	7,246	27.5%
4201	Lease of Physical Property	245,140	54,653	190,487	22.3%
4202	Property Tax Revenue (C)	245,000	3,935	241,065	1.6%
4203	New Construction Revenue	-			
4206	Other Miscellaneous Charges	-	1,000	(1,000)	N/A
4200	OTHER REVENUE	490,140	59,588	430,552	12.2%
4000	TOTAL OPERATING REVENUE	11,623,320	2,891,863	8,731,457	24.9%
6011	Salaries & Wages	1,546,900	346,345	1,200,555	22.4%
6012	Director Compensation	11,000	1,100	9,900	10.0%
6017	Capital Salaries & Wages	-	9,658	(9,658)	N/A
6010	GROSS REGULAR WAGES	1,557,900	357,102	1,200,798	22.9%
6017	CAPITAL SALARY & WAGES reversed	-	(9,658)	9,658	N/A
6021	Overtime Labor	58,300	10,511	47,789	18.0%
6022	Standby Labor	37,100	8,496	28,604	22.9%
6020	SUB-TOTAL SALARY & WAGES	1,653,300	366,452	1,286,848	22.2%
6031	FICA/Medicare PR Tax	126,477	26,369	100,108	20.8%
6038	ACWA Health Care	310,272	76,239	234,033	24.6%
6039	ACWA Dental	29,991	6,882	23,109	22.9%
6040	ACWA Vision	4,223	1,117	3,106	26.4%
6041	ACWA Life/AD&D	87 4,035	1,049	2,986	26.0%

**MID-PENINSULA WATER DISTRICT
OPERATIONS BUDGET FOR YEAR 2015-2016
DETAILED**

Target YTD % 25.2%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	APPROVED FY 2015-2016 BUDGET \$	ACTUAL 7/1/2015 09/30/15	REMAINING BALANCE/ (OVER BUDGET)	Y-T-D % OF BUDGET
6042	Standard LDL/SDL Disability	9,953	2,283	7,670	22.9%
6043	Workers' Comp Insurance	48,000	9,844	38,156	20.5%
6044	Unemployment	1,000	-	1,000	NA
6045	CALPERS Retirement - ER 2%@55	250,706	51,017	199,689	20.3%
6054	CAPITAL PAYROLL TAXES & BENEFITS	-	4,738	(4,738)	N/A
6046	Retirees' ACWA Health Care	54,400	14,225	40,175	26.1%
6047	Directors' ACWA Health Care	105,060	25,420	79,640	24.2%
6049	Medical Reimbursement	2,500	132	2,368	5.3%
6050	Employee Service Recognition	3,000	689	2,311	23.0%
6051	Safety Incentive Program	7,200	1,800	5,400	25.0%
6052	Uniforms (D)	24,000	9,741	14,259	40.6%
6053	PARS OPEB Expense	160,200	40,050	120,150	25.0%
6030	SUB-TOTAL PAYROLL TAXES & BENEFITS	1,141,017	271,594	869,423	23.8%
6054	CAPITAL PAYROLL TAXES & BENEFITS	-	(4,738)	4,738	N/A
6000	PERSONNEL COSTS	2,794,317	633,308	2,161,009	22.7%
6101	SFPUC Treated Water	4,600,000	1,178,107	3,421,893	25.6%
6102	BAWSCA (Debt Service Surcharges)	462,000	115,314	346,686	25.0%
6103	Rates Stabilization	-	-	-	NA
6104	SFPUC Water Service Charge	-	19,566	(19,566)	N/A
6100	PURCHASED WATER	5,062,000	1,312,987	3,749,013	25.9%
6201	Customer Credit Card Service Fees	114,638	27,130	87,508	23.7%
6200	CUSTOMER CREDIT CARD SVS FEES	114,638	27,130	87,508	23.7%
6301	Water Conservation Program	25,000	2,150	22,850	8.6%
6302	School Conservation Program	15,000	-	15,000	NA
6303	Public Outreach & Education	40,000	7,499	32,501	18.7%
6305	HET Rebates (E)	10,000	10,048	(48)	100.5%
6306	Washing Machine Rebates (F)	15,000	17,298	(2,298)	115.3%
6307	Lawn-Be-Gone Rebates (G)	20,000	7,357	12,644	36.8%
6308	Rain Barrel Rebates	5,000	(902)	5,902	-18.0%
6304	TOTAL WATER CONSERVATION REBATES	50,000	33,800	16,200	67.6%
6300	OUTREACH/EDUCATION	130,000	43,450	86,550	33.4%
6401	Water Quality	65,000	10,682	54,318	16.4%
6402	Pumping	25,750	4,521	21,229	17.6%
6403	Storage Tanks	5,150	-	5,150	NA
6404	Mains/Distribution	154,500	22,515	131,985	14.6%
6405	Meters & Service (H)	77,250	31,883	45,367	41.3%
6406	Fire Hydrants (I)	15,965	16,229	(264)	101.7%
6407	Regulator Stations (J)	10,300	5,558	4,742	54.0%
6408	Safety	10,300	1,335	8,965	13.0%
		88			
6400	M&R - OPS SYSTEMS	364,215	92,723	271,492	25.5%

**MID-PENINSULA WATER DISTRICT
OPERATIONS BUDGET FOR YEAR 2015-2016
DETAILED**

Target YTD % 25.2%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	APPROVED FY 2015-2016 BUDGET \$	ACTUAL 7/1/2015 09/30/15	REMAINING BALANCE/ (OVER BUDGET)	Y-T-D % OF BUDGET
6501	M&R-Buildings&Grounds	61,800	10,734	51,066	17.4%
6502	M&R- Equipment&Tools	20,600	2,884	17,716	14.0%
6503	M&R- Vehicles & Large Equipment	10,300	1,358	8,942	13.2%
6504	M&R - Fuel	30,900	6,916	23,984	22.4%
6500	M&R - FACILITIES & EQUIPMENT	123,600	21,893	101,707	17.7%
6601	Cathodic Protection Survey	-	700	(700)	NA
6602	Leak Detection Survey	32,000	-	32,000	NA
6600	MAJOR MAINTENANCE	32,000	700	31,300	2.2%
6701	Office Supplies (K)	10,300	5,066	5,234	49.2%
6702	Insurance- Liability/Vehicles	85,000	11,968	73,032	14.1%
6703	Bank Service Fees	546	-	546	NA
6704	Postage	5,150	71	5,079	1.4%
6705	Printing/Printing Supplies	24,710	3,461	21,249	14.0%
6706	Equipment Services/Maintenance (L)	55,000	18,069	36,931	32.9%
6707	Computer Supplies & Upgrades	11,330	1,879	9,451	16.6%
6708	Security & Safety	15,450	985	14,465	6.4%
6709	Other Fees	-	-	-	NA
6700	OFFICE SUPPLIES & EQUIP	207,486	41,500	165,986	20.0%
6801	Dues & Publications	41,200	8,861	32,339	21.5%
6802	Gov't Fees & Licenses	30,000	538	29,462	1.8%
6803	BAWSCA Membership Assessments	61,800	16,827	44,973	27.2%
6804	Env Health - Cross Connection Inspection	30,900	6,900	24,000	22.3%
6805	Software License	10,000	-	10,000	NA
6800	MEMBERSHIP & GOV FEES	173,900	33,127	140,773	19.0%
6901	Bad Debt	7,000	2,595	4,405	37.1%
6902	Claims	30,000	3,987	26,013	13.3%
6900	BAD DEBT & CLAIMS	37,000	6,582	30,418	17.8%
7001	Utilities-Internet/Cable (M)	4,244	2,143	2,101	50.5%
7002	Utilities-Cellular Telephones	14,853	2,438	12,415	16.4%
7003	Utilities-Electric-Pumping	275,834	67,610	208,224	24.5%
7004	Utilities-Electric-Bldgs&Grounds	24,401	6,681	17,720	27.4%
7005	Utilities-Telephones	13,792	3,449	10,343	25.0%
7006	Utilities-Sewer - NPDES	7,210	1,621	5,589	22.5%
7000	UTILITIES	340,334	83,943	256,391	24.7%
7101	Prof Serv - District Counsel (N)	106,000	48,994	57,007	46.2%
7102	Prof Serv - District Engineer (O)	100,000	38,642	61,358	38.6%
7103	Prof Serv - IT	25,194	5,962	19,232	23.7%
7104	Prof Serv- Annual Finance Audit (P)	20,000	12,000	8,000	60.0%
7105	Prof Serv - Mngmt Consult	89	-	-	NA
7106	Prof Serv- Accounting & Payroll	17,510	5,074	12,436	29.0%

**MID-PENINSULA WATER DISTRICT
OPERATIONS BUDGET FOR YEAR 2015-2016
DETAILED**

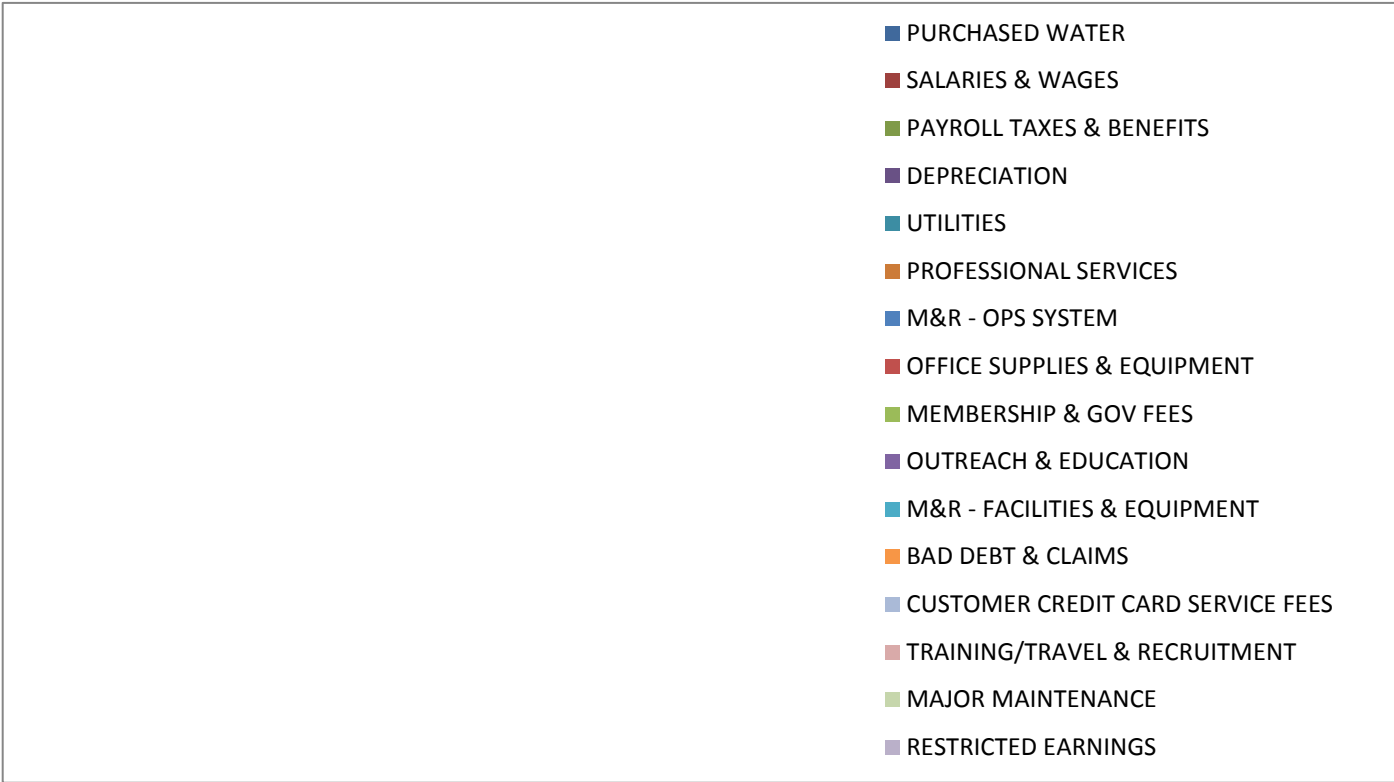
Target YTD % 25.2%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	APPROVED FY 2015-2016 BUDGET \$	ACTUAL 7/1/2015 09/30/15	REMAINING BALANCE/ (OVER BUDGET)	Y-T-D % OF BUDGET
7107	Prof Serv- Customer Billing	70,040	18,982	51,058	27.1%
7109	Prof Serv - Answering Svs	4,223	-	4,223	NA
7110	Prof Serv - Miscellaneous	222,000	16,753	205,247	7.5%
7111	Prof Serv - District Treasurer	3,600	900	2,700	25.0%
7100	PROFESSIONAL SERVICES	568,567	147,306	421,261	25.9%
7201	Director Travel	6,180	-	6,180	NA
7202	Director Expense	2,060	-	2,060	NA
7203	Elections	15,000	-	15,000	NA
7204	Employee Travel/Training	25,750	4,087	21,663	15.9%
7205	Meetings Expense	5,150	866	4,284	16.8%
7200	TRAINING & TRAVEL	54,140	4,953	49,187	9.1%
7302	Restricted Earnings Expense - Interest LAIF	(10,000)	(2,754)	(7,246)	27.5%
7300	RESTRICTED EARNINGS EXPENSE	(10,000)	(2,754)	(7,246)	27.5%
8001	Working Reserves: Capital	-	-	-	NA
8002	Working Reserves: Operating	61,123	-	61,123	NA
8000	RESERVES	61,123	-	61,123	NA
9010	DEPRECIATION	870,000	237,010	632,990	27.2%
SUB-TOTAL - OPERATING EXPENSES		8,129,003	2,050,550	6,078,453	25.2%
TOTAL OPERATING EXPENSES		10,923,320	2,683,858	8,239,462	24.6%
NET OPERATING SURPLUS/(LOSS) TRANSFER TO CAPITAL		700,000	208,006	491,994	29.7%

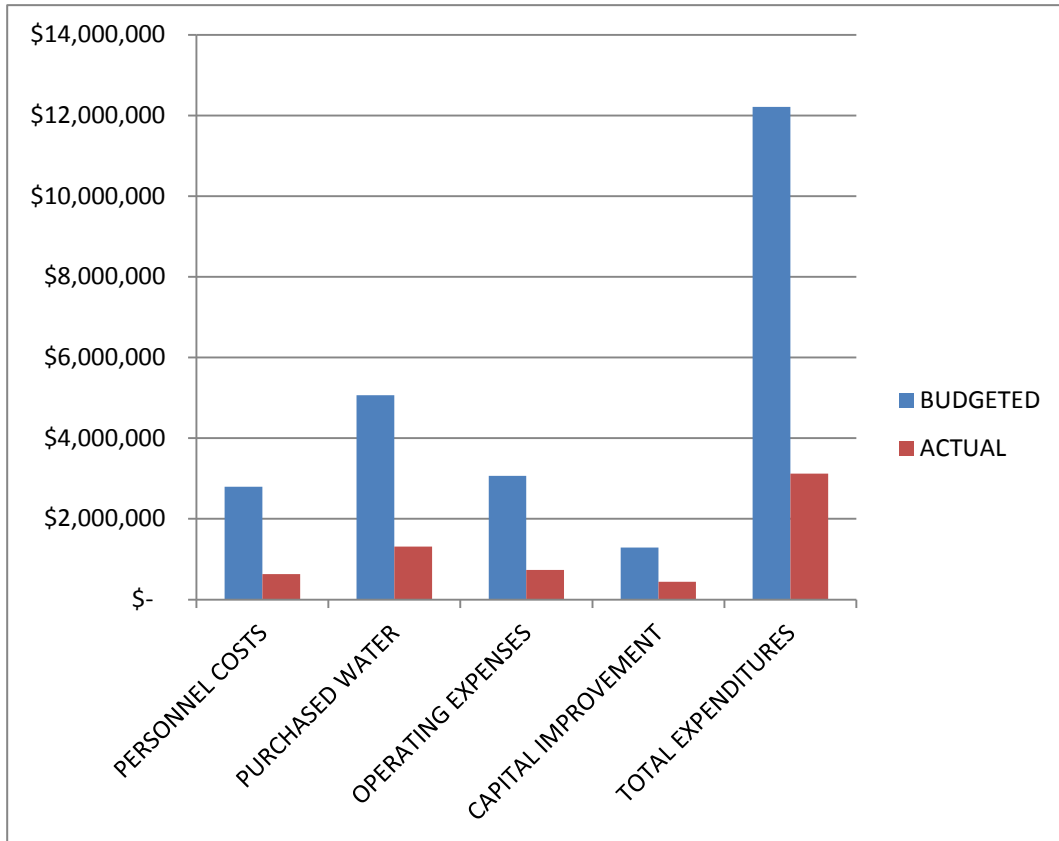
- (A) Billing Carryover.
- (B) Three new service line installations.
- (C) Receipt of Property Tax revenue: December 2015 and April 2016.
- (D) Annual work boots purchased for Operations staff \$2,215.
- (E) High Efficiency Toilet Rebate Program excess participation.
- (F) Washing Machine Rebate Program excess participation.
- (G) Lawn-Be-Gone Rebate Program excess participation.
- (H) Accounting for Inventory and operation expenses (expensing per policy items over \$5,000).
- (I) Accounting for Inventory and operation expenses (expensing per policy items over \$5,000).
- (J) Accounting for Inventory and operation expenses (expensing per policy items over \$5,000).
- (K) Restocking low office supplies.
- (L) FY 2014/2015 expenses included.
- (M) FY 2014/2015 Comcast expenses included.
- (N) Litigation Support totaled \$15,640.
- (O) Distribution System Analysis totaled \$13,363.
- (P) Audit finalized and will be presented at the November 2015 Board Meeting.

**MID-PENINSULA WATER DISTRICT
ACTUAL OPERATING EXPENDITURES SUMMARY
09/30/15**

OPERATING EXPENDITURES	ACTUAL \$	% OF TOTAL
PURCHASED WATER	1,312,987	48.9%
SALARIES & WAGES	366,452	13.7%
PAYROLL TAXES & BENEFITS	266,856	9.9%
DEPRECIATION	237,010	8.8%
UTILITIES	83,943	3.1%
PROFESSIONAL SERVICES	147,306	5.5%
M&R - OPS SYSTEM	92,723	3.5%
OFFICE SUPPLIES & EQUIPMENT	41,500	1.5%
MEMBERSHIP & GOV FEES	33,127	1.2%
OUTREACH & EDUCATION	43,450	1.6%
M&R - FACILITIES & EQUIPMENT	21,893	0.8%
BAD DEBT & CLAIMS	6,582	0.2%
CUSTOMER CREDIT CARD SERVICE FEES	27,130	1.0%
TRAINING/TRAVEL & RECRUITMENT	4,953	0.2%
MAJOR MAINTENANCE	700	0.0%
RESTRICTED EARNINGS	(2,754)	-0.1%
TOTAL OPERATING EXPENDITURES	2,683,858	100%



2014/2015 BUDGET vs ACTUAL TOTAL EXPENDITURES 09/30/15



	BUDGETED	ACTUAL	% OF TOTAL	% OF TOTAL
TOTAL EXPENDITURES				
PERSONNEL COSTS	\$ 2,794,317	\$ 633,308	23%	20%
PURCHASED WATER	\$ 5,062,000	\$ 1,312,987	41%	42%
OPERATING EXPENSES	\$ 3,067,003	\$ 737,563	25%	24%
CAPITAL IMPROVEMENT	\$ 1,292,000	\$ 438,677	11%	14%
TOTAL EXPENDITURES	\$ 12,215,320	\$ 3,122,535	100%	100%

**MID-PENINSULA WATER DISTRICT
PROPOSED AMENDED BUDGET FOR FY 2015-2016
CAPITAL OUTLAY/CAPITAL PROJECTS**

DESCRIPTION	APPROVED	ACTUAL	REMAINING	Target YTD %	
	AMENDED FY 2015-2016 BUDGET \$			7/1/2015 09/30/15	
CAPITAL IMPROVEMENTS - WORK IN PROCESS (WIP)					
AMI Meter Change Out Program	400,000	351,460	48,540	87.9%	-
Karen Road Water Main Replacement - CIP	100,000	1,280	98,720	1.3%	-
Hallmark Tank Structural and Seismic Retrofit - CIP	55,000	448	54,552	0.8%	-
Dekoven Tanks Structural and Seismic Retrofit - CIP	55,000	366	54,634	0.7%	-
Folger Pump Station Demolition - CIP	50,000	1,103	48,898	2.2%	-
Buckland Tank Replacement Project - CIP	46,000	23,817	22,183	51.8%	-
Alameda de las Pulgas Water Main Replacement Project - CIP	30,000	16,358	13,642	54.5%	-
CAPITAL IMPROVEMENTS - WIP TOTAL	736,000	394,832	341,168	53.6%	
CAPITAL OUTLAY					
SCADA Replacement Project	171,000	22,552	148,448	13.2%	
Financial Management System (FMS) - Comprehensive Replacement	145,000	-	145,000	0.0%	
Fleet Replacement: Four pickup trucks	125,000	-	125,000	0.0%	
Dairy Lane Wiring/Cabling	40,000	-	40,000	0.0%	
Replacement Printer/Copier/Scanner	25,000	21,294	3,706	85.2%	
Miscellaneous Capital Outlay/Projects	50,000	-	50,000	0.0%	
CAPITAL OUTLAY TOTAL	556,000	43,846	512,154	7.9%	
CAPITAL IMPROVEMENTS & CAPITAL OUTLAY TOTAL	1,292,000	438,677	853,323	34.0%	-
DEPRECIATION					
DEPRECIATION	870,000	237,010	632,990	27.2%	
TRANSFER FROM OPS	700,000	208,006	491,994	29.7%	
TRANSFER (TO)/FROM CAPITAL RESERVES	(278,000)	(6,339)	(271,661)	2.3%	
CAPITAL OUTLAY/CAPITAL PROJECTS	(1,292,000)	(438,677)	(853,323)	34.0%	
NET RESULTS OF CAPITAL	-	(0.00)	-	N/A	

**MID-PENINSULA WATER DISTRICT
PREVIOUS YEAR COMPARISON**

	Jul - Sep 15	Jul - Sep 14	\$ Change	% Change
Ordinary Income/Expense				
Income				
4000 · OPERATING REVENUE	2,829,521.72	2,864,606.76	-35,085.04	-1.23%
4100 · INTEREST INCOME	2,753.71	2,585.21	168.50	6.52%
4200 · OTHER INCOME	59,588.02	90,768.36	-31,180.34	-34.35%
Total Income	2,891,863.45	2,957,960.33	-66,096.88	-2.24%
Cost of Goods Sold				
5000 · Cost of Goods Sold	0.00	0.00	0.00	0.0%
Total COGS	0.00	0.00	0.00	0.0%
Gross Profit	2,891,863.45	2,957,960.33	-66,096.88	-2.24%
Expense				
6000 · PERSONNEL COSTS	633,307.60	535,171.81	98,135.79	18.34%
6100 · PURCHASED WATER	1,312,986.77	1,315,134.53	-2,147.76	-0.16%
6200 · CUSTOMER CREDIT CARD SVS FEES	27,130.35	23,633.38	3,496.97	14.8%
6300 · OUTREACH/EDUCATION	43,449.69	18,444.01	25,005.68	135.58%
6400 · M&R - OPS SYSTEMS	92,723.16	77,657.70	15,065.46	19.4%
6500 · M&R - FACILITIES & EQUIPMENT	21,892.61	31,480.48	-9,587.87	-30.46%
6600 · MAJOR MAINTENANCE	700.00	0.00	700.00	100.0%
6700 · OFFICE SUPPLIES & EQUIPMENT	41,500.19	54,023.50	-12,523.31	-23.18%
6800 · MEMBERSHIP & GOV FEES	33,126.63	35,369.79	-2,243.16	-6.34%
6900 · BAD DEBT & CLAIMS	6,582.33	10,769.77	-4,187.44	-38.88%
7000 · UTILITIES	83,942.77	101,104.43	-17,161.66	-16.97%
7100 · PROFESSIONAL SERVICES	147,306.26	79,367.98	67,938.28	85.6%
7200 · TRAINING & TRAVEL	4,952.74	3,968.53	984.21	24.8%
Total Expense	2,449,601.10	2,286,125.91	163,475.19	7.15%
Net Ordinary Income	442,262.35	671,834.42	-229,572.07	-34.17%
Other Income/Expense				
Other Expense				
9000 · OTHER EXPENSE	237,010.41	208,259.11	28,751.30	13.81%
Total Other Expense	237,010.41	208,259.11	28,751.30	13.8%
7302 - RESTRICTED EARNINGS EXPENSE - INTEREST LAIF	-2,753.71	-2,585.21	-168.50	-6.5%
Total Restricted Earnings Expense	-2,753.71	-2,585.21	-168.50	-6.5%
Net Operating Surplus/(Loss)	208,005.65	466,160.52	-258,154.87	-55.4%