



BOARD OF DIRECTORS
THURSDAY, FEBRUARY 26, 2026 - 6:30 PM

AGENDA

Public comments may be submitted via email to Administrative Services Manager, Alison Bell, at abell@midpeninsulawater.org. Please indicate in your email the agenda item to which your comment applies. Comments submitted before the meeting will be provided to the Board before or during the meeting. Comments submitted after the meeting is called to order will be included in correspondence that will be provided to the full Board.

This meeting will be conducted in-person, at the District's 1075 Old County Road, Suite A offices. The public may participate in-person or remotely via Zoom.

The zoom meeting link is available here: <https://www.midpeninsulawater.org/zoom>

Should Zoom not be operational, please check online at: www.midpeninsulawater.org for any updates or further instruction.

Teleconference locations:

31, Spring Street, Mosta Malta, EU
118 Woodrow Avenue, Asheville, North Carolina, 28801

1. OPENING

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

2. PUBLIC COMMENT

Members of the public are invited to participate and 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, or submit comments by email per the instructions above. Each speaker is limited to three (3) minutes.

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

4. ACKNOWLEDGEMENTS/PRESENTATIONS

- A. Overview of 2025 MPWD Water Awareness Poster Contest Program
- B. Present 2025 MPWD Water Awareness Poster Contest Awards

15-Minute Refreshment Break

- C. Recognize Team Members for their Support on the Dekoven, Lincoln, Newlands and Oak Knoll Capital Improvement Project

5. CONSENT AGENDA

All matters on the Consent Agenda are considered routine by the Board of Directors, or included in the approved fiscal year Operating or Capital Budget, and will be acted upon by a single vote by the Board. 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 is acted upon.

- A. Approve Minutes for the Regular Board Meeting on January 22, 2026
- B. Approve Expenditures from January 1, 2026 through January 31, 2026
- C. Consider Authorizing the General Manager to Execute Task Order 26-12 with District Engineer, Pakpour Consulting Group, Inc., for Construction Management and Inspection Services for the West Belmont (N) and Exbourne (W) Water Tank Improvements Project (CIP #24-08 & 24-10) in the amount of \$204,000

6. HEARING AND APPEALS – None

7. CAPITAL IMPROVEMENT PROGRAM

- A. Receive Report on West Belmont (N), Exbourne (W) Water Tank Improvements Project (CIP #24-08 & 24-10) Neighborhood Outreach

8. REGULAR BUSINESS AGENDA

- A. Consider Resolution 2026-04 Appointing Neela Patel to the Board of Directors to Fill the Term of the Vacant Division 3 Position through November 3, 2026
- B. Consider Resolution 2026-05 Authorizing the General Manager to Execute an Agreement with Infinity Technologies of Roseville, CA to Provide Information Technology Services as a Managed Services Provider for \$68,724 per Year for a Three-Year Period
- C. Receive Mid-Year Review of FY 2025/2026 Operating and Capital Budgets and Consider Resolution 2026-06 Approving the Amended Budgets
- D. Receive Quarterly Water Conservation Activities and Programs Report
- E. Consider Resolution 2026-07 Approving a Memorandum of Understanding Between the City of

Belmont and the Mid-Peninsula Water District Regarding Application of Trench and Paving Standards

9. MANAGEMENT AND BOARD REPORTS

A. Management Reports

1. Financial Report for the Month Ending January 31, 2026
2. District Engineer
3. Administrative Services Manager
4. Operations Manager
5. General Manager

B. Director Reports

10. COMMUNICATIONS

11. CLOSED SESSION

- A. Conference with legal counsel - initiate litigation - one case. (Government Code section 54956.9 (d)(4))

12. RECONVENE TO OPEN SESSION

13. ADJOURNMENT

This agenda was posted at the Mid-Peninsula Water District's offices at 1075 Old County Road, Suite A, 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 and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested. Requests should be sent to the Administrative Services Manager at (650) 591-8941 or abell@midpeninsulawater.org. Requests should be received at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility.

**NEXT REGULAR BOARD MEETING:
THURSDAY, MARCH 26, 2026 AT 6:30PM**

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MEETING MINUTES

BOARD OF DIRECTORS OF THE MID-PENINSULA WATER DISTRICT

Thursday, January 22, 2026
Belmont, California

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1. OPENING

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A. **Call to Order**

15 The regular meeting of the Mid-Peninsula Water District was called to order by President
16 Vella at 6:30 PM.

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B. **Establishment of Quorum**

19 Present: President Vella, Director Wheeler (by Zoom), Director Cotten, Director Covington.

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21 Also Present: General Manager (GM) Kat Wuelfing, Administrative Services Manager
22 (ASM) Alison Bell, Operations Manager (OM) Sarah Scheidt, District Treasurer James
23 Ramsey, District Engineer Joubin Pakpour, District Counsel Julie Sherman, Tanner Love
24 and Jennifer Meza representing PARS, Dennis Mullins with PFM Asset Management,
25 and Dan Bergman with IGService.

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27 Absent: Vice President Zucca

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C. **Pledge of Allegiance**

30 Director Covington led the Pledge of Allegiance.

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2. PUBLIC COMMENT

33 President Vella asked for public comments.

34 There were no public comments.

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

37 President Vella asked if there were any additions, deletions, or items to be pulled from
38 consent.

39 It was determined by the Board that there was not a need to hold a closed session.

40 President Vella canceled closed session item 11.A.

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4. ACKNOWLEDGEMENTS/PRESENTATIONS - None

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5. CONSENT AGENDA

- A. Approve Minutes for the Special Board Meeting on December 17, 2025**
- B. Approve Minutes for the Special Board Meeting on January 8, 2026**
- C. Approve Expenditures from December 1, 2025 through December 31, 2025**

Director Covington moved to approve the Consent Agenda.

Director Cotten seconded the motion.

- Director Covington – Aye
- Director Cotten – Aye
- Director Wheeler – Aye
- President Vella – Aye
- Vice President Zucca – Absent

4-0-1

6. HEARING AND APPEALS - None

7. CAPITAL IMPROVEMENT PROGRAM

- A. Consider Resolution 2026-01 Authorizing Award of Construction Contract to Euro Style Management, for the West Belmont (N), Exbourne (W) Water Tank Improvements (CIP) #24-08 & 24-10) in the Amount of \$837,770 for the Total Budget of \$921,470**

Operations Manager Sarah Scheidt presented to the Board Resolution 2026-01. District Engineer Joubin Pakpour contributed information and answered questions.

Director Cotten moved to approve the Consent Agenda.

Director Covington seconded the motion.

- Director Cotten – Aye
- Director Covington – Aye
- Director Wheeler – Aye
- President Vella – Aye
- Vice President Zucca – Absent

4-0-1

92 **B. Receive Semi-Annual reports on 2025 COP Financing through December 31, 2025:**

93
94 **1. Financial Reconciliation Report; and**

95
96 **2. Capital Project Fund, Presented by Dan Bergmann of IGService**

97
98 General Manager Kat Wuelfing introduced to the Board the items that District Treasurer
99 James Ramsey and Dan Bergmann from IGService would be presenting on.

100
101 District Treasurer James Ramsey corrected a date error on his report. The error is on the
102 net proceeds line date 12/21. It should be corrected to April 1, 2025.

103
104 Dan Bergmann presented to the Board the first report on the spending of the 2025 COP
105 funds.

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107 **8. REGULAR BUSINESS AGENDA**

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109 **A. Receive Report and Review Investment Structure and Plan Performance for**
110 **MPWD Public Agency Retirement Services (PARS) Other Post-Employment**
111 **Benefits (OPEB) Pre-Funding Trust Program and Pension Rate Stabilization**
112 **Program (PRSP), and Consider Resolution 2026-02 Approving Plan Investment**
113 **Portfolio for 2026**

114
115 Jennifer Meza from PARS started the presentation going over the District's portfolio.

116
117 Dennis Mullins from PFM Asset Management reviewed with the Board, the District's
118 investments.

119
120 Director Cotten moved to approve Resolution 2026-02.

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122 Director Covington seconded the motion.

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124 Director Cotten – Aye

125 Director Covington – Aye

126 Director Wheeler – Aye

127 President Vella – Aye

128 Vice President Zucca – Absent

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130 4-0-1

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132 **B. Receive Report on Accounting Internal Controls and Risk Assessment**

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134 District Treasurer James Ramsey gave a detailed overview of the update to the
135 Accounting Internal Controls and Risk Assessment that was introduced last fiscal year.

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C. Consider Approval of the 2026 Strategic Plan Update

General Manager Wuelfing presented to the Board the final draft of the Strategic Plan.

Director Cotten moved to approve the Strategic Plan.

Director Covington seconded the motion.

Director Cotten – Aye
Director Covington – Aye
Director Wheeler – Aye
President Vella – Aye
Vice President Zucca – Absent

4-0-1

D. Consider Resolution No. 2026-03 Approving a Compensation Adjustment for the General Manager, Effective October 1, 2025, Corresponding Second Amendment to the General Manager’s Employment Agreement, and the Updated Salary Schedule, Effective October 1, 2025

ASM Bell presented to the Board, Resolution 2026-03 for the salary adjustment of the General Manager.

Legal counsel Julie Sherman provided the oral summary of the amendment, as required by the Ralph M. Brown Act, summarizing the business terms and change in compensation to bring General Manager Wuelfing's compensation in line with the market.

Director Cotten moved to approve Resolution 2026-03.

Director Covington seconded the motion.

Director Cotten – Aye
Director Covington – Aye
Director Wheeler – Aye
President Vella – Aye
Vice President Zucca – Absent

4-0-1

9. MANAGEMENT AND BOARD REPORTS

A. Management Reports

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1. Financial Reports for the Month Ending November 30, 2025

District Treasurer James Ramsey gave a financial update report.

2. District Engineer

District Engineer Brandon Laurie gave an update regarding capital projects.

3. Administrative Services Manager

ASM Bell gave an overview of her report.

4. Operations Manager

OM Scheidt gave an overview of her report.

5. General Manager

GM Wuelfing gave an overview of her report.

B. Director Reports

The Directors gave a brief reports on their activities.

10. COMMUNICATIONS

There were none.

11. CLOSED SESSION

A. Conference with Legal Counsel – initiate litigation – one case (Government Code §54956.9 (d)(4))

President Vella canceled closed session.

12. RECONVENE TO OPEN SESSION

13. ADJOURNMENT

The regular board meeting of the Mid-Peninsula Water District adjourned at 8:58 PM.

DISTRICT SECRETARY

APPROVED:

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BOARD PRESIDENT

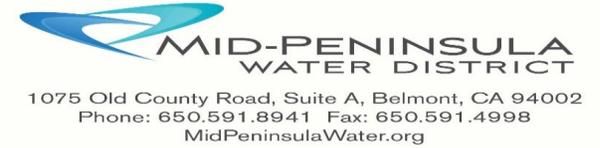
NEXT REGULAR BOARD MEETING: THURSDAY, FEBUARY 26, 2026 AT 6:30PM

Disbursements Ledger
 Month of: JANUARY



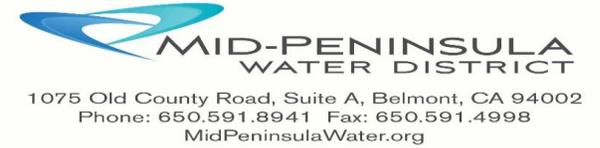
| Account Name | Vendor Name | Description | Check Date | Check Number | Amount |
|-------------------------------|-------------------------------|---|------------|--------------|-----------|
| Payroll Clearing A/C | adp | CASH DD | 01/09/2026 | 104739 | 67,097.59 |
| Payroll Clearing A/C | adp | WAGE GARNISHMENT | 01/09/2026 | 104739 | 300.00 |
| Payroll Clearing A/C | adp | CASH TAXES | 01/09/2026 | 104739 | 32,292.53 |
| Payroll Clearing A/C | adp | CASH DD | 01/23/2026 | 104769 | 66,822.96 |
| Payroll Clearing A/C | adp | CASH TAXES | 01/23/2026 | 104769 | 31,427.42 |
| Payroll Clearing A/C | Health Equity | HSA 2026 EMPLOYER CONTRIBUTION | 01/09/2026 | 104737 | 1,250.00 |
| Payroll Clearing A/C | Health Equity | HSA MONTHLY FEES | 01/09/2026 | 104737 | 82.60 |
| Payroll Clearing A/C | Health Equity | HSA | 01/09/2026 | 104737 | 1,079.00 |
| Payroll Clearing A/C | Health Equity | HSA 2026 EMPLOYER CONTRIBUTION | 01/09/2026 | 104737 | 47,350.00 |
| Payroll Clearing A/C | Health Equity | HSA - ER CONTRIBUTION | 01/23/2026 | 104767 | 2,400.00 |
| Payroll Clearing A/C | Health Equity | HSA | 01/23/2026 | 104767 | 1,079.00 |
| Payroll Clearing A/C | ICMA contributions | 457B | 01/09/2026 | 104738 | 4,999.31 |
| Payroll Clearing A/C | ICMA contributions | 457B | 01/23/2026 | 104768 | 5,113.94 |
| Construction in Progress | K.J. WOODS CONSTRUCTION, INC. | PROJECT 21-01 - PROGRESS PYMT 6 | 01/29/2026 | 39751 | 16,083.50 |
| Construction in Progress | PAKPOUR CONSULTING GROUP, INC | DEC 2025 21-01 DEKOVEN, LINCOLN, NEWLANDS, OAK KNOLL WMI | 01/15/2026 | 104751 | 33,661.69 |
| Construction in Progress | PAKPOUR CONSULTING GROUP, INC | DEC 2025 15-63 LOWER NOTRE DAME, WILLOW | 01/15/2026 | 104751 | 3,304.88 |
| Construction in Progress | PAKPOUR CONSULTING GROUP, INC | DEC 2025 24-08 W. BELMONT/EXBOURNE TANK COAT | 01/15/2026 | 104751 | 10,459.38 |
| Construction in Progress | UMPQUA BANK | FOLGER AD | 01/22/2026 | 104765 | 1,339.20 |
| Lease Of Physical Property | K.J. WOODS CONSTRUCTION, INC. | REFUND 1/2 RENT - DEC 2025 | 01/22/2026 | 39745 | 1,250.00 |
| Acwa Health Care | ACWA JPIA | FEB 2026 MEDICAL | 01/15/2026 | 104742 | 31,437.56 |
| Acwa Health Care | ACWA JPIA | FEB 2026 EAP | 01/15/2026 | 104742 | 52.08 |
| Awca Dental | ACWA JPIA | FEB 2026 DENTAL | 01/15/2026 | 104742 | 3,271.29 |
| Acwa Vision | ACWA JPIA | FEB 2026 VISION | 01/15/2026 | 104742 | 618.28 |
| Acwa Life/Ad&D | ACWA JPIA | FEB 2026 LIFE | 01/15/2026 | 104742 | 726.84 |
| Standard Ldl/Sdl Disability | STANDARD INSURANCE COMPANY | JAN 2026 PREMIUMS | 01/08/2026 | 104733 | 1,508.25 |
| Standard Ldl/Sdl Disability | STANDARD INSURANCE COMPANY | FEBRUARY 2026 PREMIUMS | 01/29/2026 | 104785 | 1,557.67 |
| Workers Comp Insurance | ACWA JPIA | PREMIUM - 10-01-2025 THRU 12-31-2025 | 01/15/2026 | 104743 | 11,761.61 |
| Calpers Retirement - Er 2%@55 | CALPERS | CALPERS EE T1 | 01/09/2026 | 104741 | 2,384.74 |
| Calpers Retirement - Er 2%@55 | CALPERS | CALPERS ER T2 | 01/09/2026 | 104741 | 5,407.86 |
| Calpers Retirement - Er 2%@55 | CALPERS | CALPERS ER T1 | 01/09/2026 | 104741 | 3,545.48 |
| Calpers Retirement - Er 2%@55 | CALPERS | CALPERS EE T2 | 01/09/2026 | 104741 | 5,265.20 |
| Calpers Retirement - Er 2%@55 | CALPERS | CALPERS ER T2 | 01/23/2026 | 104770 | 136.81 |
| Calpers Retirement - Er 2%@55 | CALPERS | CALPERS EE T2 | 01/23/2026 | 104770 | 5,535.97 |
| Calpers Retirement - Er 2%@55 | CALPERS | CALPERS EE T1 | 01/23/2026 | 104770 | 2,384.74 |

Disbursements Ledger
 Month of: JANUARY



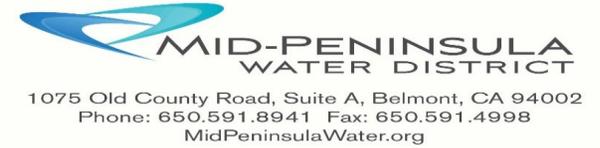
| Account Name | Vendor Name | Description | Check | | |
|----------------------------------|----------------------------------|---|------------|--------|------------|
| | | | Check Date | Number | Amount |
| Calpers Retirement - Er 2%@55 | CALPERS | CALPERS ER T1 | 01/23/2026 | 104770 | 137.92 |
| Calpers Retirement - Er 2%@55 | CALPERS | CALPERS ER T2 | 01/23/2026 | 104770 | 5,685.98 |
| Calpers Retirement - Er 2%@55 | CALPERS | CALPERS EE T2 | 01/23/2026 | 104770 | 92.87 |
| Calpers Retirement - Er 2%@55 | CALPERS | CALPERS EE T1 | 01/23/2026 | 104770 | 80.84 |
| Calpers Retirement - Er 2%@55 | CALPERS | CALPERS ER T1 | 01/23/2026 | 104770 | 3,545.48 |
| Retirees' Acwa Health Care | ACWA JPIA | FEB 2026 RETIREES | 01/15/2026 | 104742 | 10,604.98 |
| Directors' Acwa Health Care | ACWA JPIA | FEB 2026 DIRECTORS | 01/15/2026 | 104742 | 6,843.05 |
| Employee Service Recognition | UMPQUA BANK | WHITE ELEPHANT LUNCHEON - CAPELOS | 01/22/2026 | 104765 | 1,359.73 |
| Uniforms | RED WING SHOE STORE, INC. | BOOTS - EVANS & J. ANDERSON | 01/29/2026 | 104782 | 751.58 |
| Uniforms | UNIFIRST | STAFF UNIFORMS WK ENDING 12-23-25 | 01/08/2026 | 104736 | 203.49 |
| Uniforms | UNIFIRST | STAFF UNIFORMS WK ENDING 12-30-2025 | 01/08/2026 | 104736 | 209.46 |
| Uniforms | UNIFIRST | STAFF UNIFORMS WK ENDING 12-16-25 | 01/08/2026 | 104736 | 226.77 |
| Uniforms | UNIFIRST | STAFF UNIFORMS WK ENDING 1-6-2026 | 01/15/2026 | 104759 | 257.12 |
| Uniforms | UNIFIRST | STAFF UNIFORMS WK ENDING 01-12-2026 | 01/22/2026 | 104766 | 244.26 |
| Uniforms | UNIFIRST | STAFF UNIFORMS WK ENDING 1-20-2026 | 01/29/2026 | 104788 | 240.81 |
| Uniforms | ANDY VILLANUEVA | REIMBURSE BOOT PURCHASE - VILLANUEVA, A | 01/22/2026 | 39746 | 400.00 |
| Sfpuc Treated Water | SAN FRANCISCO WATER DEPT | CONSUMPTION 12-16-2025 TO 1-16-2026 | 01/29/2026 | 104783 | 422,804.63 |
| Bawasca (Debt Service Surcharge) | SAN FRANCISCO WATER DEPT | BAWSCA BOND SRCHG 12-16-2025 TO 1-16-2026 | 01/29/2026 | 104783 | 33,212.00 |
| Sfpuc Water Service Charge | SAN FRANCISCO WATER DEPT | WATER SVCCHG 12-16-2025 TO 1-16-2026 | 01/29/2026 | 104783 | 7,908.00 |
| Water Conservation Program | BAY AREA WATER SUPPLY & WELO | WATER LOSS CNTRL PRGRM W/ESOURCE - NOV 2025 | 01/22/2026 | 39743 | 5,850.25 |
| WELO | GLOBAL SUN LANDSCAPE | WELO PRE-APPROVAL REVIEW - 1840 EL VERANO WAY | 01/22/2026 | 39744 | 87.00 |
| Rain Barrels Rebate | MARY BUCKLEY | RBR - 1160 VILLA AVENUE | 01/29/2026 | 39749 | 192.06 |
| Rain Barrels Rebate | VINCENT WONG | RBR - 2511 READ AVENUE | 01/29/2026 | 39754 | 170.00 |
| Water Quality | HACH COMPANY INC | CHEMKEYS FOR SAMPLING | 01/08/2026 | 104724 | 738.48 |
| Water Quality | HACH COMPANY INC | CHEM KEYS FOR SAMPLING | 01/29/2026 | 104775 | 780.42 |
| Water Quality | HOME DEPOT | SAMPLING EQUIPMENT | 01/29/2026 | 104777 | 101.31 |
| Water Quality | SAN FRANCISCO WATER POWER SEWER | LAB TESTING NOV 2025 | 01/08/2026 | 104732 | 2,940.00 |
| Water Quality | SAN FRANCISCO WATER POWER SEWER | LAB TESTING - OCT 2025 | 01/08/2026 | 104732 | 2,710.00 |
| Water Quality | SAN FRANCISCO WATER POWER SEWER | SAMPLE LAB TESTING | 01/29/2026 | 104784 | 2,940.00 |
| Pumping | PUMP REPAIR SERVICE CO | BUCKLAND PUMP #3 - REBUILD | 01/08/2026 | 104730 | 34,381.12 |
| Storage Tanks | STARCO WELDING L.L.C. | FENCING REPAIR/RETAINING WALL @ EXBOURNE | 01/08/2026 | 39734 | 197.77 |
| Storage Tanks | UNDERGROUND REPUBLIC WATER WORKS | DECHLOR TABLETS | 01/15/2026 | 104758 | 3,763.71 |
| Mains/Distribution | BAIRD TRUCKING INC. | SPOIL REMOVAL FEE | 01/08/2026 | 104716 | 1,408.00 |
| Mains/Distribution | BAIRD TRUCKING INC. | SPOIL REMOVAL | 01/08/2026 | 104716 | 1,584.00 |
| Mains/Distribution | GRANITE ROCK COMPANY | BASE ROCK | 01/08/2026 | 104723 | 320.99 |

Disbursements Ledger
Month of: JANUARY



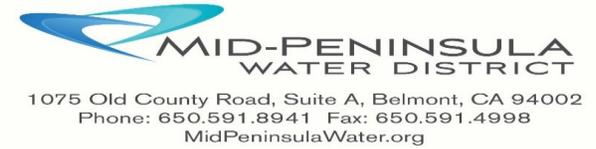
| Account Name | Vendor Name | Description | Check | | |
|-----------------------|----------------------------------|---|------------|--------|----------|
| | | | Check Date | Number | Amount |
| Mains/Distribution | GRANITE ROCK COMPANY | ASPHALT - EXBOURNE TANK SITE | 01/08/2026 | 104723 | 1,724.86 |
| Mains/Distribution | GRANITE ROCK COMPANY | COLD MIX | 01/29/2026 | 104774 | 431.64 |
| Mains/Distribution | GRANITE ROCK COMPANY | ASPHALT & SEALANT | 01/29/2026 | 104774 | 696.04 |
| Mains/Distribution | HASSETT HARDWARE | POTTING MIX | 01/08/2026 | 104725 | 20.85 |
| Mains/Distribution | HASSETT HARDWARE | POTTING MIX | 01/08/2026 | 104725 | 20.85 |
| Mains/Distribution | INTERSTATE TRAFFIC CONTROL INC | BLUE MARKING PAINT | 01/08/2026 | 39732 | 177.19 |
| Mains/Distribution | STEVENS CREEK QUARRY, INC. | QUARRY FINES (SAND) | 01/08/2026 | 39735 | 231.22 |
| Mains/Distribution | UMPQUA BANK | SPOIL - DUMP FEES | 01/22/2026 | 104765 | 2,544.36 |
| Mains/Distribution | UNDERGROUND REPUBLIC WATER WORKS | 6 IN HYMAX CLAMPS FOR MAIN LEAKS | 01/15/2026 | 104758 | 1,123.11 |
| Mains/Distribution | UNDERGROUND REPUBLIC WATER WORKS | COPPER PIPE | 01/15/2026 | 104758 | 4,292.54 |
| Mains/Distribution | UNDERGROUND REPUBLIC WATER WORKS | DECHLORINATION TABLETS | 01/29/2026 | 104787 | 3,122.16 |
| Meters & Service | UNDERGROUND REPUBLIC WATER WORKS | BENDS, CPLGS, ALUM ADAPTERS | 01/08/2026 | 104735 | 656.40 |
| Fire Hydrants | HOME DEPOT | HYDRANT PAINT | 01/08/2026 | 104726 | 98.18 |
| Employee Safety | NORTHERN SAFETY CO. INC. | SAFETY GLASSES, NITRILE GLOVES, RAIN JACKET | 01/22/2026 | 104763 | 687.49 |
| Employee Safety | NORTHERN SAFETY CO. INC. | SAFETY GLASSES | 01/22/2026 | 104763 | 63.24 |
| Employee Safety | UMPQUA BANK | O'KEEFE'S WORKING HANDS | 01/22/2026 | 104765 | 112.77 |
| Scada Maintenance | TELSTAR INSTRUMENTS | SCADA MAINTENANCE | 01/29/2026 | 104786 | 4,526.50 |
| Generator Maintenance | HASSETT HARDWARE | WATER FOR GENERATOR BATTERIES | 01/22/2026 | 104761 | 5.21 |
| Generator Maintenance | HASSETT HARDWARE | WATER FOR GENERATOR BATTERIES | 01/22/2026 | 104761 | 12.48 |
| Generator Maintenance | INTERSTATE BATTERY SYSTEM, INC. | BATTERIES FOR HANNIBAL GENERATOR | 01/29/2026 | 104778 | 386.53 |
| Buildings & Grounds | BAY POINTE LANDSCAPE | DAIRY LANE MAINTENANCE - DEC 2025 | 01/15/2026 | 104744 | 1,425.00 |
| Buildings & Grounds | MAX NEMKOVICH | BACKFLOW TEST - 1500 RALSTON AVE | 01/29/2026 | 39752 | 180.00 |
| Buildings & Grounds | RECOLOGY SAN MATEO COUNTY | TRASH COLLECTION DAIRY LANE - DEC 2025 | 01/15/2026 | 104754 | 905.72 |
| Buildings & Grounds | UMPQUA BANK | STAKES & WATTLES FOR EXBOURNE | 01/22/2026 | 104765 | 103.94 |
| Buildings & Grounds | UMPQUA BANK | DUMP - W. BELMONT TANK | 01/22/2026 | 104765 | 65.00 |
| Buildings & Grounds | UMPQUA BANK | NETTING & STAPLES FOR EXBOURNE | 01/22/2026 | 104765 | 117.88 |
| Equipment & Tools | CHBULL TOOLS & EQUIPMENT | REPAIR FREEZE MACHINE | 01/08/2026 | 104717 | 1,398.19 |
| Equipment & Tools | HASSETT HARDWARE | AA BATTERIES FOR METER ROOM | 01/08/2026 | 104725 | 20.87 |
| Equipment & Tools | HASSETT HARDWARE | EXTRA KEYS & SPRAYER FOR EXBOURNE | 01/29/2026 | 104776 | 40.21 |
| Equipment & Tools | HASSETT HARDWARE | KEYS FOR GATE BOX @ DAIRY LANE | 01/29/2026 | 104776 | 17.26 |
| Equipment & Tools | HOME DEPOT | TOOLS FOR TRUCK 812 | 01/08/2026 | 104726 | 113.73 |
| Equipment & Tools | HOME DEPOT | TOOLS FOR TRUCK 812 | 01/08/2026 | 104726 | 131.18 |
| Equipment & Tools | HOME DEPOT | TOOLS FOR TRUCK 812 | 01/08/2026 | 104726 | 7.62 |
| Equipment & Tools | HOME DEPOT | SHOP VAC | 01/08/2026 | 104726 | 249.38 |
| Equipment & Tools | HOME DEPOT | SHOP VAC FILTER | 01/08/2026 | 104726 | 28.96 |

Disbursements Ledger
Month of: JANUARY



| Account Name | Vendor Name | Description | Check Date | Check Number | Amount |
|--------------------------------|--|--|------------|--------------|-----------|
| Equipment & Tools | UMPQUA BANK | CUTTER - EXBOURNE STRAPS | 01/22/2026 | 104765 | 181.61 |
| Equipment & Tools | UMPQUA BANK | TIE DOWN - TRUCK 812 | 01/22/2026 | 104765 | 171.08 |
| Equipment & Tools | UMPQUA BANK | TOOLS - TRUCK 812 | 01/22/2026 | 104765 | 4,038.02 |
| Equipment & Tools | UNDERGROUND REPUBLIC WATER WORKS | FREIGHT - INV S100046080.001 | 01/08/2026 | 104735 | 17.30 |
| Equipment & Tools | UNDERGROUND REPUBLIC WATER WORKS | HYMAX, CLAMPS, BALL CORP WATER PARTS | 01/08/2026 | 104735 | 6,286.53 |
| Equipment & Tools | UNLIMITED TOOL & REPAIR, INC. | TRASH PUMP & 60 LB JACK HAMMER TRUCK 812 | 01/08/2026 | 39736 | 3,901.66 |
| Vehicle & Large Equip | EAST BAY TIRE CO. | FRONT TIRES #795 | 01/08/2026 | 39730 | 1,345.60 |
| Vehicle & Large Equip | GOLDEN STATE SMOG CENTER | SMOG - CMAX | 01/08/2026 | 39731 | 69.75 |
| Vehicle & Large Equip | GOLDEN STATE SMOG CENTER | SMOG - CHEVY 2500 | 01/08/2026 | 39731 | 69.75 |
| Vehicle & Large Equip | GOLDEN STATE SMOG CENTER | SMOG #799 | 01/08/2026 | 39731 | 69.75 |
| Vehicle & Large Equip | PENINSULA TRUCK REPAIR | OIL CHANGE & INSPECTION #789 | 01/08/2026 | 39733 | 1,011.38 |
| Vehicle & Large Equip | PENINSULA TRUCK REPAIR | OIL CHANGE FOR #795 | 01/08/2026 | 39733 | 880.50 |
| Vehicle & Large Equip | PENINSULA TRUCK REPAIR | AIR FILTER & COOLING SYSTEM DIAGNOSTIC #789 | 01/08/2026 | 39733 | 586.54 |
| Vehicle & Large Equip | TOWNE FORD SALES | OIL CHANGE TRUCK 805 | 01/29/2026 | 39753 | 270.73 |
| Vehicle & Large Equip | UMPQUA BANK | OIL CHANGE - TRUCK 799 | 01/22/2026 | 104765 | 152.19 |
| Vehicle & Large Equip | UMPQUA BANK | OIL CHANGE & BRAKES - TRUCK 800 | 01/22/2026 | 104765 | 1,198.86 |
| Office Supplies | HOME DEPOT | REFRIGERATOR FILTER OCR | 01/22/2026 | 104762 | 59.30 |
| Office Supplies | OFFICE DEPOT, INC. | OFFICE SUPPLIES | 01/15/2026 | 104750 | 72.40 |
| Equipment Services/Maintenance | KBA DOCUMENT SOLUTIONS, LLC | KYOCERA 11-21 THRU 12-20-2025 | 01/08/2026 | 104727 | 70.40 |
| Equipment Services/Maintenance | KBA DOCUMENT SOLUTIONS, LLC | KYOCERA MAINTENANCE AGREEMENT 12-21-2025 THRU 1- | 01/29/2026 | 104779 | 75.57 |
| Equipment Services/Maintenance | PITNEY BOWES INC | METER RENTAL OCT THRU DEC 2025 | 01/08/2026 | 104729 | 171.41 |
| Equipment Services/Maintenance | PITNEY BOWES INC | POSTAGE IMI METER | 01/15/2026 | 104753 | 126.08 |
| Website Hosting Services | LIFTOFF DIGITAL | JAN 2026 - WEBSITE HOSTING & UPDATES | 01/15/2026 | 104748 | 170.00 |
| Security & Safety | SONITROL / PACIFIC WEST SECURITY, INC. | SECURITY MONITORING - JAN THRU MARCH 2026 | 01/15/2026 | 104755 | 5,298.00 |
| PROPERTY LEASE | SWEDCOM CORPORATION | OCR LEASE - FEB 2026 | 01/15/2026 | 104757 | 12,605.00 |
| Dues & Publications | HARBOR INDUSTRIAL ASSOCIATION | 4 HIA MEMBERSHIPS - 2026 | 01/29/2026 | 39750 | 1,600.00 |
| Dues & Publications | UMPQUA BANK | iCLOUD SUBSCRIPTION | 01/22/2026 | 104765 | 0.99 |
| Dues & Publications | UMPQUA BANK | SURVEY MONKEY SUBSCRIPTION | 01/22/2026 | 104765 | 300.00 |
| Dues & Publications | UMPQUA BANK | REPLENISH FASTRAK ACCT | 01/22/2026 | 104765 | 45.00 |
| Dues & Publications | UMPQUA BANK | SJ MERCURY NEWS SUBSCRIPTION | 01/22/2026 | 104765 | 14.00 |
| Dues & Publications | UMPQUA BANK | ZOOM SUBSCRIPTION | 01/22/2026 | 104765 | 110.00 |
| Gov'T Fees & Licenses | UMPQUA BANK | SMC ENVIRON ANNUAL PERMIT - HANNIBAL | 01/22/2026 | 104765 | 696.00 |
| Gov'T Fees & Licenses | UMPQUA BANK | ANNUAL BAAQMD PERMITS | 01/22/2026 | 104765 | 12,258.29 |
| Bawasca Membership Assessments | BAY AREA WATER SUPPLY & | MEMBERSHIP ASSESSMENT Q3 | 01/15/2026 | 39739 | 27,634.25 |
| BAWSCA Water Management Charge | SAN FRANCISCO WATER DEPT | BAWSCA MGMT CHG | 01/29/2026 | 104783 | 2,785.00 |

Disbursements Ledger
 Month of: JANUARY



| Account Name | Vendor Name | Description | Check Date | Check Number | Amount |
|----------------------------|-----------------------|------------------------|------------|--------------|----------|
| Software Licenses | AQUA-METRIC SALES CO. | ANNUAL ANALYTICS FEE | 01/08/2026 | 104715 | 6,262.33 |
| Utilities - Internet/Cable | ACC BUSINESS | INTERNET - 1075 OCR | 01/15/2026 | 39737 | 175.00 |
| Utilities - Internet/Cable | AT&T | DAIRY LANE ANALOG LINE | 01/08/2026 | 39729 | 31.88 |
| Utilities - Internet/Cable | AT&T | DAIRY LANE ANALOG LINE | 01/08/2026 | 39729 | 31.88 |
| Utilities - Internet/Cable | AT&T | SCADA ANALOG LINE | 01/08/2026 | 39729 | 804.13 |
| Utilities - Internet/Cable | AT&T | DAIRY LANE ANALOG LINE | 01/08/2026 | 39729 | 31.88 |
| Utilities - Internet/Cable | AT&T | DAIRY LANE ANALOG LINE | 01/15/2026 | 39738 | 31.88 |
| Utilities - Internet/Cable | AT&T | DAIRY LANE ANALOG LINE | 01/15/2026 | 39738 | 63.24 |
| Utilities - Internet/Cable | AT&T | DAIRY LANE ANALOG LINE | 01/22/2026 | 39742 | 81.21 |
| Utilities - Internet/Cable | AT&T | DAIRY LANE ANALOG LINE | 01/22/2026 | 39742 | 31.88 |



AGENDA ITEM NO. 5.C.

DATE: February 26, 2026
TO: Board of Directors
FROM: Sarah Scheidt, Operations Manager

SUBJECT: CONSIDER AUTHORIZING THE GENERAL MANAGER TO EXECUTE TASK ORDER 26-12 WITH DISTRICT ENGINEER, PAKPOUR CONSULTING GROUP, INC., FOR CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE WEST BELMONT (N), EXBOURNE (W) WATER TANK IMPROVEMENTS PROJECT (CIP #24-08 & 24-10) IN THE AMOUNT OF \$204,000

RECOMMENDATION:

Staff are recommending the Board authorize the General Manager to execute Task Order 26-12 with Pakpour Consulting Group, Inc. (PCG), to conduct construction management and inspection services for the two (2) tank sites in the amount of \$204,000 (see Exhibit A attached: scope cover letter dated February 5, 2026).

FISCAL IMPACT:

The West Belmont (N), Exbourne (W) Water Tank Improvements Project (CIP #24-08 & 24-10) is ready to move into the construction phase.

| | |
|--|--------------------|
| Expected Total 25/26 Project Design Costs | \$ 83,973 |
| Total Construction Contract Cost (with 10% Contingency) FY 25/26 | \$ 921,470 |
| Estimated CM/Inspection Cost FY 25/26 | \$ 204,000 |
| Total Estimated Project Cost for FY 25/26 | \$1,209,442 |

This cost is to be paid from the FY 25/26 Budget as a Pay-Go capital project. The District included \$823,542 in the FY 25/26 CIP budget, which was intended to reflect the total project cost although expenses will extend into FY 26/27. If Task Order 26-12 is approved by the Board, an updated addition of \$385,900 to the overall project budget will be proposed as a mid-year budget adjustment in February, with the understanding that expenditures will extend into the next fiscal year. This change increases the Total Project Cost from FY 24/25 – 26/27 to **\$1,313,500**.

BACKGROUND:

The District Engineer's contract defines any engineering or construction management support greater than \$100,000 as Major Improvement Projects and requires submittal of a proposal. PCG's proposal (Bid/Award Support, Construction Management and Inspection Services for DLNO Water Main Improvements) is provided as an attachment.

DISCUSSION:

The PCG proposal is to assist the District with construction management services for the West Belmont (N), Exbourne (W) Water Tank Improvements (Tank Projects). This project requires the District to hire specialty inspectors to provide full time inspection for the application of the coating and while work is being performed on the structural steel elements along with environmental monitoring. PCG will team with several consultants who will provide a variety of services including special inspections, material testing, and environmental/engineering assistance. As outlined in the attached proposal letter dated February 5, 2026, the scope of work will include such work as:

- (1) organizing and conducting a pre-construction, progress, safety, and other meetings with relevant stakeholders;
- (2) reviewing an estimated 20 submittals and preparing responses,
- (3) cost and payment tracking,
- (4) change order management,
- (5) providing administrative and construction management services during construction;
- (6) preparing record drawings; and
- (7) providing half-time construction inspection for appurtenance work, and full-time inspection for coating work.

PCG will team with the following subconsultants to perform special inspections/observations:

- Certerra (CSI Services) (Coating Consultant) – Tank Coating,
- BSK Associates (Special Inspections) – Welding Inspection,
- MIG (Environmental Consultant) – Biological Monitoring, Environmental Surveys.

The PCG proposal budget is based on a total of 65 working days, the maximum allowed under the project specifications. If the contractor completes the work in less time, PCG's costs would be expected to be less.

PCG's proposed cost for their service totals \$204,000 and staff are recommending Task Order 26-12 be issued.

Attachments:

1. Exhibit A: Construction Management Services Proposal West Belmont (N), Exbourne (W) Water Tank Improvements
2. Task Order 26-12



February 5, 2026

10012.30

Kat Wuelfing
General Manager
Mid-Peninsula Water District
1075 Old County Road, Ste A
Belmont, CA 94002

**Subject: Construction Management Services Proposal
West Belmont (N), Exbourne (W) Water Tank Improvements
Mid-Peninsula Water District**

Dear Kat,

Pakpour Consulting Group, Inc. (PCG) prepared the following proposal to provide construction management services for the West Belmont (N), Exbourne (W) Water Tank Improvements. We based our services on a total of 65 working days, the maximum allowed under the project specifications. We will team with several consultants who will provide a variety of services including special inspections, material testing, and environmental/engineering assistance.

Construction Management Scope

Task 1.0 – Construction Inspection / Office Engineer: PCG will provide the following scope throughout construction:

- Organize, attend, and run pre-construction meeting with District representatives, Contractor and other stakeholders as necessary to discuss the approved plans and specifications.
- Organize, attend, and record progress meetings, safety meetings, and issue resolution meetings. Provide meeting notes for progress meetings.
- Submittals – PCG will review material submittals and special site requirements for contract document compliance. We anticipate a minimum of 20 submittals. PCG will also respond to Requests for Information anticipating upwards of 10 responses.
- Progress Payments - Track project costs from inception through construction closeout. Complete progress payment forms and submit for District processing.
- Change Orders and Claims – Evaluate potential changes and bring to District attention. Monitor progress of Change Order work and track time and materials. Provide and implement general cost control measures.

- Inspection – Provide half-time construction inspection services for appurtenance work, full-time inspection for coating work, and daily inspection reports.
- Perform material and equipment product/installation verification.
- Schedule – Review and track progress schedule from inception through construction closeout.
- Photographs – Provide project site documentation before, during, and after construction.
- Coordinate construction of all District and other utilities to minimize interferences with project items.
- Monitor contractor work and minimize impacts upon public safety and convenience.
- When required, ensure advanced written notice is given to residents of nearby properties or general public informing them of work to take place affecting them.
- Identify actual and potential problems associated with construction and recommend sound solutions to the District.
- Oversee compliance with the reviewed water pollution control plan.
- Coordinate materials sampling and testing.
- Punch list and Final Inspection – Prepare punch list and perform final inspection.
- Close-out Construction Contract.
- Record Drawing Red-lines – Maintain one set of red-lined record drawings with all changes. Adequate records will be kept during construction to verify record drawings are complete.

PCG will team with the following subconsultants to perform special inspections/observations:

- Certerra (CSI Services) (Coating Consultant) – Tank Coating
- BSK Associates (Special Inspections) – Welding Inspection
- MIG (Environmental Consultant) – Biological Monitoring, Environmental Surveys

Task 2.0 – Record Drawings: PCG will prepare record drawings in AutoCAD 2024 based on reconciliation of contractor and inspector red-lined plans. PCG will provide the District with one 22x34 hard copy on regular bond paper and a PDF.

Proposed Budget

| TASK DESCRIPTION | Pakpour Consulting Group Roles, Rates, & Hours | | | | TOTAL |
|--|--|------------------|--------------------------|------------------------|-------------------|
| | District Engineer | Senior Engineer | Administrative Assistant | Public Works Inspector | |
| | \$ 275 | \$ 240 | \$ 90 | \$ 185 | |
| 1.0 Construction Inspection / Office Engineer | 4 | 130 | 4 | 260 | 398 |
| 2.0 Record Drawings | 0 | 4 | 0 | 0 | 4 |
| TOTAL HOURS | 4 | 134 | 4 | 260 | 402 |
| DIRECT LABOR COST | \$ 1,100 | \$ 32,160 | \$ 360 | \$ 48,100 | \$ 81,720 |
| 5% Direct Expense Fee (Mileage, Copies, Plots, etc.) | | | | | \$ 4,086 |
| SUBTOTAL - DIRECT LABOR AND EXPENSE FEE | | | | | \$ 85,806 |
| SUBCONSULTANTS AND FEES (Markup Included) | | | | | |
| Coating Inspection - Certerra / CSI Services | | | | | \$ 77,600 |
| Welding Inspection - BSK Associates | | | | | \$ 10,600 |
| Environmental Documentation - MIG | | | | | \$ 29,300 |
| SUBTOTAL - SUBCONSULTANT FEES | | | | | \$ 117,500 |
| TOTAL BUDGET | | | | | \$ 203,306 |
| TOTAL BUDGET (ROUNDED) | | | | | \$ 204,000 |

*Note the project inspector, coating inspector and any special onsite inspections/samplings are prevailing wage positions.

Task Order History

| | |
|---|----------------------|
| Task Order 25-07, Approved October 7, 2024 | \$78,541 |
| Task Order 25-11, Approved April 28, 2025, ASR #1, Adding Hallmark (N) to Project | \$259,839 |
| Task Order 26-10, Approved October 21, 2025, Removal of Hallmark (N) from project | <\$150,350> |
| Total Previously Approved: | \$188,030 |
| Task Order 26-12, This Request | <u>\$204,000</u> |
| Total: | \$392,030 |

February 5, 2026 – Page 4

Wuelfing – West Belmont (N), Exbourne (W) Water Tank Improvements – CM Services Proposal

Should you have any questions regarding this proposal please do not hesitate to contact me at (925) 224-7717. We look forward to working with the District on this project.

Very truly yours,

Pakpour Consulting Group, Inc.

DocuSigned by:
Joubin Pakpour
FD1650F8C0904EA...
Joubin Pakpour, PE
President

J:\Projects\MPWD - 10012.00\30 - West Belmont (N), Exbourne (W) Tank Improvements\Contract\Agency\30-MPWDD-Wuelfing-26.02.05-West Belmont (N), Exbourne (W) Water Tanks Improvements-CM Proposal.docx



Coating Consulting & Inspection Services

Pakpour Consulting Group, Inc.

Proposal #3962R

MPWD's West Belmont (N), Exbourne (W) Water Tank Improvements Project

Prepared for:

Brandon Laurie, PE
Senior Engineer
Pakpour Consulting Group, Inc.
6601 Owens Drive, Suite 230
Pleasanton, CA 94588





January 22, 2025

Brandon Laurie, PE

Main: 925.224.7717

Email: blaurie@pcgengr.com

Pakpour Consulting Group, Inc.
6601 Owens Drive, Suite 230
Pleasanton, CA 94588

Subject: Coating Consulting & Inspection Services

**Re: MPWD's West Belmont (N), Exbourne (W) Water
Tank Improvements Inspection Project, Belmont, CA**

Dear Brandon,

Coating Specialists and Inspection Services, a Certerra Company ("Certerra") is pleased to submit the attached proposal to provide coating consulting and inspection services on the above referenced project. Our proposal is valid for a period of 150 days, and can be extended upon request.

Thank you for this opportunity and should you have any questions or comments, I can also be reached through e-mail at ttendler@csiservices.biz or cell 818.216.1979.

*Sincerely,
Certerra*

A handwritten signature in black ink that reads "Todd C. Tandler".

Todd Tandler
Operations Manager
E : ttendler@csiservices.biz
T : 818.216.1979



Project Understanding and Approach

Certerra is pleased to propose coating inspection services to support Pakpour Consulting Group, Inc. with the MPWD's West Belmont (N), Exbourne (W) Water Tank Improvements Inspection Project, Belmont, CA. We have extensive experience providing the same scope proposed at several facilities throughout the county.

Qualifications of Firm

Certerra is a California corporation that provides services as a consulting engineering firm specializing in protective paint and linings with specific expertise in this type of project. The management team, with more than 100 years of combined coating expertise is committed to the timely and ethical delivery of its services. We have extensive experience with similar scopes throughout the country and overseas.



Certerra provides comprehensive coating consulting services including failure analysis, laboratory testing, expert witness, maintenance and corrosion surveys (dry and underwater), coating system evaluations, technical specifications, and in-process inspection of surface preparation and coating/lining applications. Certerra is a completely independent firm enabling the delivery of totally unbiased services to infrastructure owners and all members of the coating and corrosion prevention community.

Certerra has more than 40 coating inspectors with the vast majority having NACE/SSPC (AMPP) coating inspection certifications. This staffing allows us to place specifically highly qualified personnel onto unique scopes, such as those anticipated under this contract. The foundation for Certerra's genesis was the desire of its many employees to maintain the detailed, quality-oriented service that is often difficult to achieve at some of the very large inspection firms. We realize that it is the quality of our personnel and their desire to support clients that is important to our success. In order for us to meet our standards of quality, we realize it is important for our staff to look at their job at Certerra as a career, not a temporary project. It has been our experience that this employee outlook results in a better service product. After all, we realize that it is your project, but it is our reputation.



Further, Certerra is proud of its certification as an **SSPC QP-5 Coating Inspection Firm**. Much like an ISO 9001 certification, the QP-5 certification recognizes firms for their high level of technical strength, internal quality control program, financial stability, safety record, and ability to provide quality services over a long period of time. The QP-5 has been adopted by many large owners such as the U.S Department of Defense, Army Corp of Engineers, and many state governments as a means of prequalifying firms on their coating projects. We offer this QP-5 recognition as a third-party means of verifying the quality and abilities of our firm. This program requires our staff to continually seek to improve on the services that we deliver. As an example, we developed and utilize an App called SpecCheck™ that is discussed more under Scope of Services.

Safety is always our top priority. In addition to the safety requirements of our SSPC-QP5 certification, we are also monitored by Avetta, ISNetwork and BROWZ. These independent safety compliance programs continually monitor the implementation of our extensive safety policies. This program is a requirement of many owners, notably those that have projects in refineries and underground. We are routinely audited by SSPC and ISNetwork both in the office and field.

Scope of Services

Certerra will provide third-party quality assurance coating inspection services. Our work product will include be provided by one of our certified inspectors. This work will be accomplished by completing the following tasks, where applicable:

Certerra will provide quality assurance inspection services during the coating work on the project. Certerra will provide technical as-needed consulting assistance and qualified fully trained and equipped inspectors throughout the progress of the work up to and including final acceptance. Certerra will provide an independent, professional, and thorough inspection. Certerra will not take any responsibility for the safety of others.



Certerra has found that it can provide its clients the most versatile and technically competent quality assurance program through a team approach. This team of engineers, inspectors, and administrative support personnel allow us to provide an up-to-date, competent, and efficient service product. The duty of this team approach is segmented into two tasks, which frequently overlap. Either the field inspector or the support personnel will complete the various tasks that may be required on this project. These two general segments of the team have been detailed below under two categories: Project Support Activities and Direct Field Inspection Activities.

Project Support Activities

- Certerra will participate in project start-up meetings, weekly job meetings, and any special interest meetings as required to discuss procedures, progress, problems, or outstanding issues.
- Certerra staff will provide any support to the project required to assure that all technical issues and concerns are properly corrected and/or addressed.

Consulting Support Services

- Certerra will participate in project start-up meetings, weekly job meetings, and any special interest meetings as required to discuss procedures, progress, problems, review RFP, review SOP, contractor referrals, or outstanding issues.

Direct Field Inspection Activities

- The Certerra inspector will ensure that the requirements of the Contract Specifications and manufacturer's technical data sheets for the various materials are strictly followed. PDCA P2-04, SSPC, NACE, and ASTM D3276 standard practices will be used a guideline for proper procedures, where not called out in the specification or manufacturer's written PDS's.
- The Certerra inspector will ensure that the requirements of the contract specifications and manufacturer's technical data sheets for the various materials are strictly followed. It is not the intent of our cost proposal to provide a safety inspector to this project.
- Checking of the contractor's compliance with the specifications will be accomplished by performing the following hold-point tasks as necessary, with the appropriate calibrated instruments for each:
 - **Condition of Surfaces Prior to Preparation** – The Certerra inspector will inspect the surfaces to be prepared to assure that grease and oil have been removed, and sharp edges are removed as specified. NACE Standard SP0178 will be used as acceptance criteria where areas are of concern.
 - **Compressed Air Cleanliness** – The Certerra inspector will check the air quality when production includes abrasive blast cleaning, substrate blow-down, or conventional application procedures. This will be accomplished in accordance ASTM D4285.
 - **Ambient Conditions** – The Certerra inspector will monitor ambient conditions in accordance with ASTM E337 to assure that final blast cleaning and all coating application operations are not completed outside the specified requirements.
 - **Surface Preparation** – The Certerra inspector will examine the abrasive and equipment used for surface preparation for adequacy to do the work, as specified. Equipment pressures will be monitored. The inspector will check proper storage and size of abrasives, and that the proper degree of cleaning and surface profile or scarification is achieved.
 - **Coating Preparation and Mixing** – The Certerra inspector will observe the mixing of coatings to assure that all components are added and proportioned correctly and that any induction times are maintained. The inspector will check that any materials used are approved and that they are not used when the pot or shelf lives have been exceeded.



- **Coating Application** – The Certerra inspector will examine the application equipment for cleanliness and adequacy to do the work. The inspector will observe application techniques to assure proper coverage without detrimental runs, pinholes, or other visually evident deficiencies. The inspector will make spot checks of the wet film thickness in accordance with ASTM D4414 so that adjustments to the amount of material being applied can be made at the time of application to minimize the amount of rework after the coating has dried.
- **Dry Film Thickness** – The Certerra inspector will measure the dry film thickness (DFT) of each coat to assure that it complies with the specification requirements and manufacturers' instructions. DFTs will be monitored using a Type II film gage in accordance with ASTM D1186, SSPC-PA2, ASTM D5162, or as required (i.e. every 100SqFt).
- **Holiday Detection** – Certerra will witness holiday detection and confirm performance of 100 percent holiday detection in accordance with NACE International's "Recommended Practice for Discontinuity (Holiday) Testing of Protective Coatings," (SP 0188-99), AWWA D102, and the specified requirements.
- **Cure Evaluation** – The Certerra inspector will evaluate the final cure of the applied lining in accordance with the manufacturer's recommended procedures, and or ASTM D5402, as required.
- **Final Inspection** – The Certerra inspector will perform a final inspection to evaluate the Contractor's final product. This will check that the final visual appearance (SSPC PA1), DFT measurements, holiday detection, cure testing, and so forth meet the project requirements.
- **Documentation** - The Certerra inspector will use daily reports to clearly document the coating operations and occurrences to verify compliance with Contract documents. At a minimum, the verifications noted above will be recorded. Certerra will utilize our in-house App called SpecCheck™ that provides our inspector an automated means of assuring the electronic reporting, timely delivery, and archiving of our inspection reports. The App is unique to any other in that it not only provides a library of all project documents, but it also has an internal quality control mechanism that assures that field verifications are correct, in real time. It also gives management an excellent tool to better control all aspects of the inspection project. Reports can be delivered the next day, or earlier if required.



FEE SCHEDULE

Certerra proposes to provide the above Scope of Services using a fixed fee, time and materials basis in accordance with our standard terms and conditions. It is understood that this scope requires prevailing wage rates. The fees below include all applicable DIR prevailing wage payments and recent increases. Our CA DIR No. is 1000010187. The fees to complete the above Scope of Services follow:

| Professional Services | Cost |
|--|----------------------|
| Consulting Support Services (5 Hours Estimated) | \$175.00/hour |
| Field Inspection (4 Hour Minimum) | \$135.00/hour |
| | \$155.75/overtime |
| | \$195.00/double time |
| Daily Expense (Subsistence) | \$100.00/day |
| West Belmont N. Tank (3-Weeks) | \$17,700 Total Costs |
| Exbourne W. Tank Costs (Include Pre-Con/8 Weeks) | \$47,700 Total Costs |
| Shop Inspection (4 Hour Minimum) (1-Week) | \$115.00/hour |
| | \$145.50/overtime |
| | \$185.00/double time |
| Daily Expense (Subsistence) | \$100.00/daily |
| Shop Inspection, West Belmont N., & Exbourne W. Tank Costs (1 Week Per Tank) | \$5,100 Total Costs |

On this basis, CSI projects that it can provide the above scope of work on a time and materials basis for a total fee that should not exceed \$70,500.00.



399 Lindbergh Avenue
Livermore, CA, 94551
P 925-315-3151
www.bskassociates.com

January 27, 2026

BSK Proposal C26000021

Brandon Laurie
Pakpour Consulting Group, Inc.
6601 Owens Drive, Suite 230
Pleasanton, CA 94588

Subject: Special Inspection and Materials Testing Services
West Belmont (N) & Exbourne (W) Water Tank Improvements Project
West Belmont (N) and Exbourne (W)
San Mateo County, CA 94403

Dear Mr. Laurie:

BSK Associates is pleased to submit this proposal for the Special Inspection and Materials Testing Services required for the West Belmont (N) & Exbourne (W) Water Tank Improvements Project in San Mateo County, CA. We have developed this proposal package specifically with your needs in mind and based on our experience with Special Inspection requirements of the California Building Code, our review of the provided project plans (12/01/2025), correspondence with you regarding the project, and our prior experience with projects of this size and nature.

For your approval, we have included our scope of services and fee estimate, our basis for invoicing, and an authorization and acceptance form for our agreement. Rates not specifically quoted will be charged per our published Schedule of Fees. The hourly rates/charges quoted are for the project duration. It is our understanding that there is no Project Labor Agreement in-place on this project, and that the project is subject to State of California prevailing wage requirements.

In order for BSK to assist you in reducing exclusions from our Final Report, a copy of the project Testing and Inspection Sheet (prepared by the Structural Engineer, Architect and/or Building Official) should be submitted to our office prior to our first site visit. Further, our technicians are required to note they are referring to Approved Plans during their site inspections; a copy should be made available at the project site or fabrication location.

We appreciate the opportunity to submit this proposal. If you should have further questions or comments, please give us a call. We appreciate the opportunity to work with you. We will schedule the work upon your return of our Standard Agreement.

Respectfully submitted,
BSK Associates

A handwritten signature in blue ink that reads 'Sierra Saucier'.

Sierra Saucier
Project Assistant

A handwritten signature in blue ink that reads 'Michael Kibbey'.

Michael Kibbey
Group Manager

West Belmont (N) & Exbourne (W) Water Tank
Improvements Project
West Belmont (N) and Exbourne (W)
San Mateo County, CA

BSK Proposal No. C26000021
January 27, 2026
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Enclosure

Scope of Services and Fee Estimate
Basis for Invoicing
Standard Agreement
Fee Schedule



West Belmont (N) & Exbourne (W) Water Tank
Improvements Project
West Belmont (N) and Exbourne (W)
San Mateo County, CA

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SCOPE OF SERVICES AND FEE ESTIMATE

Special Inspection and Materials Testing Services
West Belmont (N) & Exbourne (W) Water Tank Improvements Project
West Belmont (N) and Exbourne (W), San Mateo County, CA

BUDGET SUMMARY

| SERVICE | TOTAL |
|------------------------------|-------------------|
| FIELD SERVICES | |
| Pre-Construction Meeting | \$1,194.00 |
| Welding Observations | \$5,534.00 |
| BSK SERVICE ADMINISTRATION | \$2,883.00 |
| TOTAL BUDGET ESTIMATE | \$9,611.00 |



West Belmont (N) & Exbourne (W) Water Tank
 Improvements Project
 West Belmont (N) and Exbourne (W)
 San Mateo County, CA

BSK Proposal No. C26000021
 January 27, 2026
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FIELD SERVICES

Pre-Construction Meeting

| DESCRIPTION | DAYS | HRS/ DAY | HOURS / UNITS | RATE | EXTENSION |
|--|------|-------------|------------------|----------|-------------------|
| Project Manager | 1 | 4 | 4 | \$276.00 | \$1,104.00 |
| Trip Charge (Mileage, Bridge Toll, Parking Fees) | 1 | | | \$90.00 | \$90.00 |
| Subtotal - Pre-Construction Meeting | | | | | \$1,194.00 |

Welding Observations

| DESCRIPTION | DAYS | HRS/ DAY | HOURS / UNITS | RATE | EXTENSION |
|--|------|-------------|------------------|----------|-------------------|
| Shop Welding / Material Identification | 1 | 8 | 8 | \$158.00 | \$1,264.00 |
| Field Welding / High-Strength Bolting | 2 | 8 | 16 | \$200.00 | \$3,200.00 |
| Travel Time | 2 | 2 | 4 | \$200.00 | \$800.00 |
| Trip Charge (Mileage, Bridge Toll, Parking Fees) | 3 | | | \$90.00 | \$270.00 |
| Subtotal - Welding Observations | | | | | \$5,534.00 |

BSK SERVICES ADMINISTRATION

| DESCRIPTION | HOURS/ UNITS | RATE | EXTENSION |
|--|-----------------|----------|-------------------|
| Special Inspector (CWI - Submittal Reviews / FRIs) | 3 | \$158.00 | \$474.00 |
| Registered Engineer (Review, support and reporting) | 1 | \$276.00 | \$276.00 |
| Project Manager (Field Oversight, Daily Report Review) | 3 | \$276.00 | \$828.00 |
| Administration (Data Processing, Report Prep., Field Coordination) | 3 | \$110.00 | \$330.00 |
| Certified Payroll | 2 | \$300.00 | \$600.00 |
| Final Affidavit (1 Per Permit) | 1 | \$375.00 | \$375.00 |
| SUBTOTAL - BSK SERVICES ADMINISTRATION | | | \$2,883.00 |



BASIS FOR INVOICING, FEES, AND LIMITATIONS

BASIS FOR INVOICING:

The enclosed fee schedule includes the billing rates and charge schedule that will be used as our basis for invoicing.

FEES:

Our services will be performed on a time and material basis at unit rates herein listed. Portal-to-portal charge is based from our Livermore office. Rates/charges not specifically quoted will be charged per our published Schedule of Fees. We estimate our fees for this project at **\$9,611.00**. This estimate is based upon our years of experience in this profession, but it is an estimate only. We endeavor to limit our charges to this estimate; however, events beyond our control may affect total cost. For example; if the work progresses quicker than anticipated, fees could be considerably less; or, if the work progresses slower than anticipated, our fees may exceed this estimate.

It is our practice to notify you if it appears our fees will exceed our estimate, but due to the timing and nature of our services and to ensure that your project is not delayed, this may not always be possible. Our invoices however will serve as an update of our progress as well as fees charged versus our estimate. Invoices are payable upon receipt and deemed delinquent if not paid within 30 days. Delinquent invoices may be subject to interest/service charges, and collection expenses including attorney's fees, at our election. As necessary to accommodate the construction schedule, BSK may use contract special inspectors to augment our staff. Inspections performed by contract providers will be billed as specified for BSK employees, herein, and at the rates included in the Fee Estimate.

LIMITATIONS:

BSK Associates provides special inspection services to assist you in verifying that the work is in substantial conformance to the project documents and as required by the California Building Code. These services shall not be construed as acceptance of the work or relieve the contractor in any way from his/her obligations and responsibilities as outlined in the applicable construction documents. BSK assumes no responsibility for the safety of others on the jobsite or the methods and means of construction. BSK will make every effort to respond to the emergent needs of your project, to assure better service we ask that you schedule inspection/testing activities at least 24 hours in advance. To avoid show-up charges, cancel such requests at least four hours in advance of our arrival time. Section 1701 of the CBC requires the special inspection agency to file a final report for the project. The report will be issued upon complete reconciliation of your account. This proposal for construction services shall be valid for not more than sixty (60) days from the date of presentation.



West Belmont (N) & Exbourne (W) Water Tank
 Improvements Project
 West Belmont (N) and Exbourne (W)
 San Mateo County, CA

BSK Proposal No. C26000021
 January 27, 2026
 Page 4

INVOICE AND REPORT DISTRIBUTION

BSK Associates will issue our invoice to the following firm/contact. Please provide a separate accounts payable (AP) contact as appropriate:

Client Accounts Payable

| | | | |
|--------------------------|--------------------------------|--------------------|--|
| Company: | Pakpour Consulting Group, Inc. | | |
| Address: | 6601 Owens Drive, Suite 230 | | |
| City, State, Zip: | Pleasanton, CA 94588 | | |
| Contact Name: | Brandon Laurie | AP Contact: | |
| Contact Phone: | (925) 224-7717 | AP Phone: | |
| E-Mail: | blaurie@pcgengr.com | AP Email: | |

Report Distribution

BSK will issue special inspection and materials testing reports by electronic delivery to the following recipients. If additional recipients are desired, please complete and return this form accordingly:

| Client | | Building Department | |
|--------------------------|--------------------------------|----------------------------|--|
| Company: | Pakpour Consulting Group, Inc. | Agency: | |
| Address: | 6601 Owens Drive, Suite 230 | Address: | |
| City, State, Zip: | Pleasanton CA 94588 | City, State, Zip: | |
| Contact Name: | Brandon Laurie | Contact Name: | |
| Contact Phone: | (925) 224-7717 | Contact Phone: | |
| E-Mail: | blaurie@pcgengr.com | E-Mail: | |

| Other | | Other | |
|--------------------------|--|--------------------------|--|
| Company: | | Company: | |
| Address: | | Address: | |
| City, State, Zip: | | City, State, Zip: | |
| Contact Name: | | Contact Name: | |
| Contact Phone: | | Contact Phone: | |
| E-Mail: | | E-Mail: | |



West Belmont (N) & Exbourne (W) Water Tank
 Improvements Project
 West Belmont (N) and Exbourne (W)
 San Mateo County, CA

BSK Proposal No. C26000021
 January 27, 2026
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AGREEMENT FOR SPECIAL INSPECTION & MATERIALS TESTING SERVICES

THIS AGREEMENT, effective as of 01/27/2026, is by and between Pakpour Consulting Group, Inc. ("Client") and BSK Associates ("Company").

THIS PROJECT is generally described as:

Special Inspection and Materials Testing Services

West Belmont (N) & Exbourne (W) Water Tank Improvements Project

and is located at:

West Belmont (N) and Exbourne (W)

San Mateo County, CA ("Project Site")

THIS AGREEMENT consists of the following documents which are incorporated herein by reference:

- PROPOSAL NO. C26000021, DATED January 27, 2026
- GENERAL CONDITIONS FOR CONSTRUCTION MATERIALS ENGINEERING & TESTING SERVICES

Consultant agrees to perform the Services set forth in this Agreement and in accordance with its terms, including all attachments incorporated herein by reference. This agreement may not be modified or altered, except in writing as specifically described in this Agreement.

| | CLIENT: | COMPANY (BSK): |
|--------------------|--------------------------------|----------------------|
| Signature | | |
| Print Name: | | |
| Title: | | |
| Company: | Pakpour Consulting Group, Inc. | BSK Associates |
| Address: | 6601 Owens Drive, Suite 230 | 399 Lindbergh Avenue |
| | Pleasanton, CA 94588 | Livermore, CA 94551 |
| Date: | | |





January 29, 2026

Brandon Laurie, P.E.
Project Engineer
Pakpour Consulting Group, Inc.
6601 Owens Drive, Suite 230
Pleasanton, CA 94588
blaurie@pcgengr.com

Subject: Proposal for Biological Resources Best Management Practices (BMPs) in Categorical Exemption (CE) – Mid-Peninsula Water District Exbourne and West Belmont Tanks Re-coating Project (CIP 24-08 and 24-10)

Dear Mr. Laurie:

MIG is pleased to provide this scope of work to implement biological resources best management practices (BMPs) required for the Mid-Peninsula Water District (District) Exbourne and West Belmont Tanks Re-coating Project (project). We previously prepared documentation in support of a California Environmental Quality Act (CEQA) Categorical Exemption (CE) for the project, which included BMPs to protect San Francisco dusky-footed woodrats, nesting birds, roosting bats, and protected trees on the project sites. The following describes our understanding of the project and presents our scope of work to implement these BMPs.

Project Understanding

The project includes re-coating water tanks at two sites within the District's service area.

The Exbourne Tank Site is located at 142 Exbourne Avenue in the City of San Carlos. Two tanks are present at the site: a 1.0 million gallon (MG) capacity (West Exbourne Tank) and a 1.5 MG capacity (East Exbourne Tank). The site is surrounded by a 6-foot-tall chain link fence with mature trees located along the perimeter of the site and is located within a single-family residential neighborhood. A 2023 Tank Condition Assessment (CSI 2023) recommended spot repairs and an overcoat of the exterior and a full removal/replacement of the interior lining of the West Exbourne Tank. The West Exbourne Tank will undergo an exterior overcoat and full interior relining in addition to minor appurtenance upgrades including replacing anchor bolt nuts, exterior/interior ladder modifications, roof safety gate modification, and potential installation of a roof blower and additional roof vents to improve air circulation. No work is anticipated on the East Exbourne Tank.

The West Belmont Tank Site is located at 2900 Belmont Canyon Road in the City of Belmont. Two tanks are present at this site. The West Belmont North Tank and West Belmont South Tank are identical in size at 1.6 MG capacity. The site is surrounded by chain link fencing and mature trees located along the perimeter. A 2023 coating investigation of the West Belmont North Tank recommended spot repairs and an overcoat of the exterior. The West Belmont North Tank will undergo an exterior overcoat in addition to minor appurtenance upgrades including replacing anchor bolt nuts, exterior/interior ladder modifications, roof safety gate modification, and potential installation of a roof blower and additional roof vents to improve air circulation.

The project activities must be completed by June 1, 2026.

Scope of Work

We propose the following scope of work to implement biological resources BMPs 1 through 4 from the CE.

Task 1. San Francisco Dusky-footed Woodrat Survey and Monitoring

Task 1a. San Francisco Dusky-footed Woodrat Survey

A MIG biologist will map all woodrat houses at the West Belmont Tank Site within 30 days prior to the start of project activities, consistent with BMP-1, listed below. All active or possibly active woodrat houses will be flagged for avoidance. No woodrat surveys are required at the Exbourne Tank Site.

BMP-1: San Francisco Dusky-footed Woodrat Protection. If feasible, all project activities at the West Belmont site (including site mobilization, tree trimming, tank re-coating, and site clean-up) shall occur between September 1 and November 30, outside of the San Francisco dusky-footed woodrat breeding season. At a minimum, the peak of the breeding season (April-May) shall be avoided. Within 30 days prior to the start of project activities, a qualified biologist shall map all woodrat houses on the site and shall determine if they are active, if possible. All active or possibly active woodrat houses shall be flagged for avoidance. Stationary equipment such as generators shall be stationed a minimum of 25 feet from the woodrat houses and as far from the houses as possible. Noise attenuation devices shall be utilized for noise-generating equipment to the extent feasible. If potentially active woodrat houses are identified, a biological monitor shall be present at the site at the start of sandblasting activities. If no woodrats flee their houses on the first day of monitoring, no further monitoring is required. If woodrats do flee their houses on the first day of monitoring, work shall be paused until additional noise attenuation measures are in place, and then monitoring shall continue for another day to ensure woodrats are no longer disturbed. To avoid dust or paint drifting onto the woodrat houses, sandblasting and paint spraying shall be directed away from the woodrat houses to the extent possible, and no sandblasting or paint spraying shall occur when windspeed exceeds 10 mph.

The results of the survey will be documented in a brief memo to be provided to Pakpour.

Task 1a Deliverables: *San Francisco dusky-footed woodrat survey memo (electronic format)*

Task 1b. San Francisco Dusky-footed Woodrat Monitoring

If potentially active woodrat houses are identified, a MIG biologist will confirm noise attenuation measures required by BMP-1 are in place and will monitor the first day of sandblasting activities to determine if woodrats are disturbed by the noise (if they flee from their houses). If woodrats do flee their houses on the first day of monitoring, work shall be paused until additional noise attenuation measures are in place, and then monitoring shall continue for another day to ensure woodrats are no longer disturbed. We have included up to three days of monitoring in our budget. Each day of monitoring will be documented in a daily monitoring report to be emailed to Pakpour.

Task 1b Deliverables: *Daily monitoring report for each day of monitoring (electronic format)*

Task 2. Nesting Bird Survey and Nest Monitoring

Task 2a. Nesting Bird Survey

A MIG biologist will conduct a nesting bird survey for the Exbourne Tank Site and West Belmont Tank Site (collectively tank sites) within five days of the start of project construction, consistent with the following BMP-2, listed below. We assume this task will be needed for both project sites because the project must be completed by June 1 and is unlikely to begin before February 1. The budget includes separate surveys for each project site because construction start dates may be different at each site, but they will be combined for a small cost saving if possible.

BMP-2: Nesting Bird Surveys. All project activities including site mobilization, tree trimming, tank re-coating, and site clean-up shall occur outside of the bird nesting season if possible (defined as the time between September 16 and January 31). If project activities occur during the bird nesting season between February 1 and September 15, a qualified biologist shall perform a pre-construction survey to identify active bird nests. The pre-construction survey shall take place no more than five days prior to the start of project activities, and if more than five days pass prior to the start of project activities, another pre-construction survey shall be required. The survey shall include all trees, vegetation, and structures at the project site and within a 250-foot buffer. If an active, native bird nest is found during the survey, the biologist shall designate a construction-free buffer zone (typically 1,000 feet for raptors and 250 feet for other birds, but this sometimes can be reduced in urban areas) around the nest to remain in place until the young have fledged. Work shall halt in the area and the qualified biologist shall be contacted immediately if a bird nest is discovered on site during project activities.

The results of the surveys will be documented in a brief memo to be provided to Pakpour. If an active nest is found, then Task 2b will likely be needed.

Task 2a Deliverables: *Nesting bird survey memo for each tank site (electronic format)*

Task 2b. Nest Monitoring

If an active bird nest is found in Task 2a, nest monitoring can be provided to determine when the nest is no longer active and minimize disruption to construction. This task includes up to 24 hours for nest monitoring to determine the status of an active bird nest and can be used at either tank site or a combination of both sites. Weekly monitoring is generally recommended so that construction can resume as soon as possible when a nest is no longer active. One nest monitoring memo will be provided to Pakpour for each tank site after monitoring is completed. Pakpour will also be notified by phone or email immediately if a nest is no longer active.

Task 2b Deliverables: *Nesting monitoring memo for each tank site (electronic format)*

Task 3. Roosting Bat Surveys

Task 3a. Roosting Bat Habitat Assessment

A MIG biologist will survey the Exbourne Tank Site and West Belmont Tank Site and a 50-foot buffer for suitable bat roosting habitat within 30 days before the start of project activities, consistent with BMP-3, listed below. We assume that this task will be needed since the project must be finished between now (late January) and June 1, 2026 and it is therefore likely to include construction during the bat maternity season (April 15-August 15).

BMP-3: Roosting Bat Surveys. All project activities including site mobilization, tree trimming, tank re-coating, and site clean-up shall occur between August 16th and April 14, if possible, outside of the bat maternity season. If project activities occur in the bat maternity season (April 15-August 15), a qualified biologist shall survey the site and a 50-foot buffer for bat roosting habitat shall be established (large trees with cavities or exfoliating bark, structures with crevices, etc.) within 30 days before the start of project activities. The results of the surveys shall be documented.

If bat roosting habitat and/or signs of bats (e.g., guano pellets or urine staining) are identified in the survey, a follow-up dusk emergence survey shall be conducted by a qualified biologist prior to the start of construction activities. A dusk emergence survey will determine the number of bats present and shall also include the use of acoustic equipment to determine species of bats present. If an occupied maternity or colony roost is detected on the project site or within 50 feet of the work area, all project activities shall be delayed until the end of the bat maternity roosting season. The results of the surveys shall be documented.

The results of the surveys will be documented in a brief memo to be provided to Pakpour. If suitable roosting habitat or signs of roosting bats are detected, then Task 3b will likely be needed.

***Task 3a Deliverables:** Roosting bat habitat assessment memo for each tank site (electronic format)*

Task 3b. Roosting Bat Evening Emergence Surveys

If suitable roosting habitat or signs of roosting bats are detected at one or both tank sites, MIG biologists will conduct follow-up evening emergence surveys to determine if roosting bats are present and where they are roosting. Acoustic equipment will be used to identify the species present. We have budgeted up to four evening surveys with two people each that can be done at one tank site or split between the two tank sites. The results of the surveys will be documented in a brief memo, and recommendations for avoidance and minimization measures will be included in the memo if roosting bats are detected within 50 feet of the tank site.

***Task 3b Deliverables:** Roosting bat evening emergence surveys memo for each tank site (electronic format)*

Task 4. Tree Protection Monitoring

If one or both tank sites are within the dripline of any protected trees, MIG biologist can provide guidance on and/or inspect tree protection zones required by BMP-4, listed below.

BMP-4: Tree Protection. The project shall establish a tree protection zone around the dripline of any trees protected under the City of San Carlos Tree Ordinance (Municipal Code 18.18.070) at the Exbourne site, and the City of Belmont Tree Ordinance (Municipal Code Chapter 25) at the West Belmont site if the protected trees (including the driplines of the trees) are within the work areas. The tree protection zones shall be delineated using orange construction fencing or similar. No construction or excavation shall occur within the tree protection zones, no construction equipment or materials shall be stored within the tree protection zones, and no construction fuels or fluids shall be allowed to enter the tree protection zones. If tree trimming is required, it must be performed consistent with the guidelines of the American National Standards Institute (ANSI) A300 (Part 1) 2017 Pruning

Mr. Brandon Laurie

Biological Resources BMPs for the Mid-Peninsula Water District Exbourne and West Belmont Tanks Re-coating Project

entitled *Tree, Shrub, and Other Woody Plant Maintenance—Standard Practices (Pruning), or Best Management Practices—Tree Pruning* (Second Addition), published by the International Society of Arboriculture (ISA) as a companion publication to the ANSI A300 pruning standards (Belmont Municipal Code Section 25-4).

We will confirm in a brief memo that the tree protection zones installed on site are consistent with the BMP.

Task Deliverables: *Tree protection memo for each tank site (electronic format)*

Cost Estimate and Assumptions

MIG will perform the services outlined in this scope of work for the fees summarized in the cost table below. The cost table is based on our understanding of the project and the assumptions below. If unforeseen conditions are encountered, or if we experience delays or circumstances beyond our control, we will notify Pakpour immediately to discuss modifications to the scope of services and/or project fees.

MIG will bill only the time and expenses spent. We will not exceed this amount without prior approval. With approval, additional services that are not outlined in this proposal will be charged on a time-and-expense basis according to the Billing Rate schedule attached. Payment for services shall be due upon receipt of MIG's monthly invoice.

The table on the next page includes the cost estimate for the preconstruction surveys (Tasks 1a, 2a, 3a) and the cost estimate including all tasks (Tasks 1a, 1b, 2a, 2b, 3a, 3b, and 4). The cost could also be in between these two estimates if only some of the as-needed tasks are required.

Mr. Brandon Laurie

Biological Resources BMPs for the Mid-Peninsula Water District Exbourne and West Belmont Tanks Re-coating Project

| Cost Estimate for West Belmont & Exbourne Tank Re-coating Biological Resources BMPs | | | | | |
|--|------------------|----------------------|----------------------|----------------|-------------------|
| Staff Name | Lau | Briones | Kalyankar | Ho | |
| Staff Title | Senior PM | Sr. Biologist | Sr. Biologist | Support | Total |
| Billing Rate (\$/hr) | \$200 | \$185 | \$160 | \$122 | |
| 1a. SFDW Survey | 0.5 | | 8 | 0.5 | \$1,441 |
| 1b. SFDW Monitoring | 0.5 | 15 | 15 | 0.5 | \$5,336 |
| 2a. Nesting Bird Survey | 1 | | 16 | 0.5 | \$2,821 |
| 2b. Nest Monitoring | 1 | 12 | 12 | 0.5 | \$4,401 |
| 3a. Roosting Bat Habitat Assessment | 1 | 16 | | 0.5 | \$3,221 |
| 3b. Evening Emergence Surveys | 1 | 20 | 16 | 0.5 | \$6,521 |
| 4. Tree Protection Monitoring | 1 | 6 | 6 | 0.5 | \$2,331 |
| <i>Total Labor Hrs Excluding Tasks 1b, 2b, 3b, & 4</i> | 2.5 | 16 | 24 | 1.5 | 44 |
| <i>Total Labor Cost Excluding Tasks 1b, 2b, 3b, & 4</i> | \$500 | \$2,960 | \$3,840 | \$183 | \$7,483 |
| <i>Total Labor Hrs (All Tasks)</i> | 6 | 69 | 73 | 3.5 | 151.5 |
| <i>Total Labor Cost (All Tasks)</i> | \$1,200 | \$12,765 | \$11,680 | \$427 | \$26,072 |
| MIG Mileage Expenses | | | | | |
| Tasks 1a, 2a, & 3a (3 RT per tank site = 324 miles*\$0.725 per mile)** | | | | | \$258.50 |
| Tasks 1b, 2b, 3b, & 4 (12 RT= 648 miles*\$0.725 per mile)** | | | | | \$517 |
| Total Cost (Labor + Expenses Excluding Tasks 1b, 2b, 3b, & 4) | | | | | \$7,741.50 |
| Total Cost (Labor + Expenses All Tasks) | | | | | \$26,589 |
| ** Includes 10% markup | | | | | |

Assumptions

- 1. Site Access.** Assumes that Pakpour or the District will assure reasonable access to the tank sites that allows MIG staff to perform the surveys and monitoring. This will include informing MIG of any persons our biologist will need to contact in advance of or while visiting the site, ensuring all gates or other access points are unlocked, that site conditions are safe and secure, and that neighbors are notified, as necessary.
- 2. San Francisco Dusky-footed Woodrat Survey.** We assume that only one San Francisco dusky-footed woodrat survey will be required for the West Belmont Tank Site prior to the start of construction. If additional surveys are required due to a delay in the start of work or a pause in construction of more than 30 days, we may be able to use funds from as-needed tasks or a budget amendment may be required.
- 3. San Francisco Dusky-footed Woodrat Monitoring.** We assume that no more than three eight hour days (plus travel time) are needed to monitor San Francisco dusky-footed woodrats during sandblasting activities at the West Belmont Tank Site. If additional monitoring is needed, we may be able to use funds from other as-needed tasks or a budget amendment may be required. This task will only be implemented if active or possibly active woodrat houses are identified at the West Belmont Tank Site in Task 1a.

4. **Nesting Bird Survey.** We assume that only one nesting bird survey will be required at each tank site prior to the start of construction. If additional nesting bird surveys are required due to a delay in the start of work or a pause in construction of more than five days, we may be able to use funds from as-needed tasks or a budget amendment may be required.
5. **Nest Monitoring.** The budget includes up to 24 hours for nest monitoring, including travel time. If additional nest monitoring is needed, we may be able to use funds from other as-needed tasks or a budget amendment may be required. This task will only be implemented if an active bird nest is found on the tank site(s) or in the survey buffer area(s).
6. **Roosting Bat Evening Emergence Surveys.** We assume no more than four roosting bat evening emergence surveys with two people each will be required (or two with four people each), which may all be done at one tank site or split between both tank sites. If additional evening emergence surveys are needed, we may be able to use funds from other as-needed tasks or a budget amendment may be required. This task will only be implemented if suitable bat roosting habitat or signs of bats are detected within 50 feet of one or both of the tank sites in Task 3a.
7. **Bat Avoidance or Exclusion.** The does not include implementation of bat exclusion or avoidance measures, but this task could be added with a budget amendment.
8. **Tree Protection.** We assume that only one visit for each tank site will be required to verify that the project complies with the tree protection BMP. If additional site visits are required to verify tree protection compliance, we may be able to use funds from other as-needed tasks or a budget amendment may be required. This task will only be implemented if one or both work areas are within the dripline of protected trees.
9. **Administration and Project Managers.** Tasks 1-4 also include time for communications with Pakpour and/or the District, administration, and quality control. If we need to spend additional time for communications, particularly if there is a delay of more than three months in the project schedule or a change in client (Pakpour) or MIG manager, we may request a budget amendment.
10. **Hard Copies.** We have not budgeted to provide Pakpour or the District with hard print copies of the survey or monitoring memos. If copies are required, we can provide these with a budget amendment.
11. **Expense Estimates.** Expense estimates include round trip mileage from our San Jose office to the project sites. Should an unanticipated expense arise, MIG will obtain authorization for the expense.
12. **Task Budgets.** MIG reserves the right to shift funds between tasks to balance the budget, with client approval.

Mr. Brandon Laurie

Biological Resources BMPs for the Mid-Peninsula Water District Exbourne and West Belmont Tanks Re-coating Project

Thank you for contacting MIG for this scope of service and we are excited for an opportunity to work with Pakpour again. If you have any questions regarding this proposal, please contact me at your convenience. My direct line is 650-327-0429 ext. 5530.

Sincerely,

A handwritten signature in cursive script that reads "Christina Lau".

Christina Lau
Senior Project Manager



Mid-Peninsula Water District Task Order Form

| | | | |
|--|--|--|----------------------|
| Title: West Belmont (North), Exbourne (West) Tank Recoating (24-10 & 24-08) | | Page 1 of 1 | |
| 1. Consultant: Pakpour Consulting Group, Inc. | | 2. Reference Contract No. & Date: Amended & Restated Contract for Professional Services dated July 1, 2021 | |
| 3. Task Order No.: 26-12 | | 4. Task Order Type: District Engineer Capital Project Support | |
| 5. Period Of Performance: Services through duration of project | | | |
| 6. T. O. Cost history | | COST | FEE |
| This Action Amount | | \$ 204,000.00 | \$ 204,000.00 |
| Previously Approved Amount | | \$ 188,030.00 | \$ 188,030.00 |
| NEW TOTAL | | \$ - | \$ 392,030.00 |
| Except as otherwise expressly provided herein, the Contractor/Consultant shall perform the work described below in accordance with all terms and conditions of the Contract referenced above. | | | |
| 7. Summary of Work to be Performed Under Task Order: The scope for this task order entails providing construction management, and inspection services for the project based on 65 working days, part time inspector, part time office engineer, coating inspection subconsultant, welding inspection subconsultant and environmental monitoring subconsultant. All work is on a time and material and will be adjusted to meet the contractors construction schedule, i.e. if contractor completes the project early, the District will not be billed for inspection services. Inspector wages are subject to State of California prevailing requirements. | | | |
| 8. T. O. Documentation Requirements: PCG Proposal Dated February 5, 2026. Update to District expense tracking sheet. | | 9. Schedule/Deliverables: As needed | |
| 10. Payment Provisions: District will remit payment upon receipt of monthly invoice from District Engineer. | | | |
| 11. Contractor/Consultant Project Manager: Joubin Pakpour, PE | | Phone Number: (925) 224-7717 | |
| AUTHORIZED SIGNATURES | | | |
| 12. Mid-Peninsula Water District | | 13. Contractor/Consultant | |
| Signature: _____ | | Signature: _____ | |
| Print Name: <u> Kat Wuelfing </u> | | Print Name: <u> Joubin Pakpour </u> | |
| Title: <u> General Manager </u> | | Title: <u> President </u> | |
| Date: _____ | | Date: _____ | |



AGENDA ITEM NO. 7.A.

DATE: February 26, 2026

TO: Board of Directors

FROM: Kat Wuelfing, General Manager
Sarah Scheidt, Operations Manager

SUBJECT: West Belmont (N), Exbourne (W) Water Tank Improvements Project (CIP #24-08 & 24-10) Neighborhood Outreach

RECOMMENDATION

Receive Report on West Belmont (N), Exbourne (W) Water Tank Improvements Project (CIP #24-08 & 24-10) Neighborhood Outreach.

FISCAL IMPACT

There is no fiscal impact from this report out.

BACKGROUND

On November 19, 2025, the Board received a report on a proposed plan and implementation process for public outreach for upcoming tank projects at the Dekoven, West Belmont, and Exbourne tank sites. The Board provided preliminary input on color palates for the tanks and overall outreach strategy. Based on Board input, staff created a project webpage with FAQ; sent a letter and brochure to neighboring residents, held a community meeting on February 17, 2026; and created and received feedback via an online survey form that was available on the webpage. On January 22, 2026, the Board authorized the award of construction contract to Euro Style Management, for the West Belmont (N), Exbourne (W) Water Tank Improvements. Construction is expected to start in March 2026.

DISCUSSION

A letter and brochure were mailed to 109 residents surrounding the tank sites on February 3, 2026, which provided project information and invited community members to share their feedback and learn more through our webpage, workshop, and online survey. The workshop and survey were designed to allow the District to better understand any concerns, minimize local impacts, and gain input on a tank color that reflects the preferences of the neighbors that will see it most. A copy of the letter and brochure are attached to this report.

A workshop was scheduled on February 17, 2026 at 6:30pm, which was to be a hybrid presentation held at the Old County Rd. office and online through Zoom. Staff prepared a powerpoint presentation, which is attached to this report and has been added to the webpage. However, no members of the public attended the workshop, either in person or online. One possible reason for no attendance is that the printed and webpage content provided sufficient project information that the residents did not have any additional questions, and could provide feedback through our online survey.

A project survey was made available online from the time of the notice mailing (February 3rd) until February 23, 2026. The survey requested feedback regarding color preferences, primary interests in the project, neighborhood impacts, project understanding, and a place to list other comments or concerns. A copy of a blank survey is attached to this report. The color options provided are as follows:



The District had received 16 responses to the survey and one mailed letter (approx. 16% response rate). The results of the survey are provided in the attached presentation, and will be updated following the close of the survey period on February 23rd. The presentation will be updated and provided to the Board members prior to the Board meeting.

On the basis of the survey responses, Sage Green is the most favorable color selection for the most neighbors.

- Attachments:
- Customer Connect Letter and Brochure
 - Workshop Presentation
 - Project Survey (blank)
 - Summary of Survey Results



Dear Neighbor,

The Mid-Peninsula Water District (MPWD) will be recoating two of our water storage tanks in Spring 2026. This work will take place at our Exbourne tank site, located at the end of Altura Way, and our West Belmont tank site, located at the end of Belmont Canyon Road. These projects are necessary to maintain and extend the life of these critical pieces of our water system infrastructure. The work will include recoating (applying special paint) to the exterior at both tank sites and the interior at the Exbourne tank site.

In the enclosed brochure, the MPWD is providing further details about the project, project locations, timelines, customer survey, and FAQs.

We invite all interested community members to share their feedback and learn more through our upcoming workshop and survey so we can better understand any concerns, minimize local impacts, and provide input on a tank color that reflects the preferences of the neighbors that will see it most.

The workshop is will be held February 17, 2026, 6:30 p.m., 1075 Old County Road, Suite A, Belmont, CA 94002 and online via Zoom at MidPeninsulaWater.org/zoom. We encourage you to attend in person if possible.

We request that all neighbors complete a brief online survey to help us select the Exbourne tank color at MidPeninsulaWater.org/water-tanks and gather additional feedback. Please respond to this survey by February 23, 2026 and the results will be summarized and presented to the MPWD Board of Directors.

If you would like to RSVP for the workshop or ask any questions about the project, please email the MPWD at MPWD@midpeninsulawater.org with the subject line "Tank Recoating Workshop."

The MPWD staff and I look forward to your feedback and meeting you at the workshop.

With appreciation,

Sarah Scheidt

Sarah Scheidt

Operations Manager

PROJECT LOCATIONS

EXBOURNE WATER TANKS



WEST BELMONT WATER TANKS



PROJECT BACKGROUND

The Mid-Peninsula Water District (MPWD) will be recoating two of our water storage tanks in Spring 2026. These projects are necessary to maintain and extend the life of these critical pieces of our water system infrastructure. This work will take place at our Exbourne tank site, located at the end of Altura Way, and our West Belmont tank site, located at the end of Belmont Canyon Rd. MPWD conducted a condition assessment on Exbourne's west tank and West Belmont's north tank. The assessment concluded the coating (special engineered paint) on Exbourne (W) is showing significant wear on the interior and exterior and the West Belmont (N) tank's coating is wearing on the exterior. If the recoating is not completed, the steel tanks will continue degrading, and ultimately result in the need for substantially more costly and time-intensive repairs and/or full tank replacements. These projects were included in the August 2024 update of MPWD's Capital Improvement Program (CIP) and prioritized by MPWD for completion in 2026. You can learn more about our CIP on our website here: MidPeninsulaWater.org/cip.

This project was designed by our engineering team at Pakpour Consulting Group (PCG) and competitively bid by qualified contractors. MPWD awarded the project to Euro Style Management at its January 2026 Board meeting by Resolution 2026-01. Euro Style Management recently completed similar projects on the Peninsula, including work on water tanks in the Cities of Redwood City, Palo Alto, and South San Francisco (Westborough Water District) and in Roseville.

PROJECT OVERVIEW

W BELMONT WATER TANK



EXBOURNE WATER TANK



INVESTING IN OUR WATER RELIABILITY

These improvements ensure our community continues to have a safe, reliable, and high-quality potable water supply for years to come.

- **West Belmont (N) Tank:** Exterior spot repairs with new overcoat.
- **Exbourne (W) Tank:** Removal and replacement of the interior lining and exterior spot repairs/overcoat.
- **Safety Upgrades:** Both tanks will receive new interior ladders, ladder safety systems, roof safety gates, and level indicators, among other appurtenances. West Belmont (N) will also receive a ventilation blower and additional roof venting.



WHY THIS MATTERS

- **Sustainability:** Extending the life of existing steel tanks is more cost-effective and environmentally friendly than full replacement. The coating on the tank exteriors acts as a protective shield against the elements. By performing these spot repairs and applying a high-performance industrial overcoat now, we prevent long-term corrosion and avoid the much higher cost and time-intensive project of a full tank replacement in the future. The proposed improvements will extend the service life of the tanks an additional 20-30 years.
- **Safety & Compliance:** Upgrading safety appurtenances such as ladder fall protection and roof gates ensures our operators can safely maintain the system.



PROJECT DURATION



MPWD expects the project to begin early March 2026 with completion by June 2026. The anticipated work duration at each tank site will be approximately 5-7 weeks each, within this March to June period. The project webpage at MidPeninsulaWater.org/water-tanks will be updated as project updates and specific dates are made available.

NEIGHBORHOOD FEEDBACK



These tanks are critical to MPWD's infrastructure that serves Belmont and areas beyond, and interconnects to the other adjacent water systems in San Mateo, San Carlos, Redwood City, and Foster City. While their benefits extend widely, the tanks and the work are being conducted in residential neighborhoods. MPWD acknowledges construction work is disruptive and endeavors to minimize the impacts to the greatest extent possible, whether replacing water mains in busy streets or replacing a single water meter at a home. MPWD understands that the work needed on these tanks will have impacts on our neighbors in these areas.

We invite all interested community members to share their feedback through our upcoming workshop and survey so we can better understand your concerns, minimize local impacts, and provide input on a tank color that reflects the preferences of the neighbors that will see it most. Feedback provided at the workshop and through the survey will be shared with MPWD staff, engineering team, and MPWD's Board of Directors.

Workshop Date: Tuesday, February 17, 2026, 6:30 p.m., 1075 Old County Road, Suite A, Belmont, CA 94002 and online via Zoom at MidPeninsulaWater.org/zoom

PROJECT SURVEY



A survey is available on the project webpage where you can provide feedback on the project, including your preferences for the tank color that you feel best suits the neighborhood aesthetic. Please respond to this survey by **February 23, 2026** and the results will be summarized and presented to the Board.



PROJECT UPDATES & SURVEY
MidPeninsulaWater.org/water-tanks

FREQUENTLY ASKED QUESTIONS



Q. What does Mid-Peninsula Water District (MPWD) do?

MPWD provides drinking water and fire service water to more than 30,000 residents and 500 businesses, and with seven emergency interties to neighboring water systems, is an integral part of the peninsula's connected water systems. The MPWD was established in 1929 and has been serving the community for more than 95 years. MPWD's service area includes the City of Belmont and portions of the Cities of San Carlos, Redwood City, and Unincorporated San Mateo County.

Q. Why are these tanks being recoated now?

These tanks are critically important to MPWD's water system and our ability to provide high quality service. Recoating these tanks greatly minimizes long-term corrosion and avoids the much higher cost of full tank replacements in the future. The proposed improvements will extend the tank service lives an additional 20-30 years.

The Exbourne tank site has two coated steel tanks; the western and eastern tanks have capacities of 1 and 1.5 million gallons (MG), respectively. The tank condition assessment performed in 2023 identified the west tank's exterior coating was weathered, chalked, and in fair to poor condition with some localized rust development and peeling. The interior lining was also in poor condition above the highest water level and fair below the highest water level. The lining of the interior roof is showing corrosion and will continue to advance unless relining occurs. MPWD will conduct a future assessment on the eastern tank and anticipates a similar recoating project will be completed on that tank in the 2027-2029 timeframe.

The West Belmont Tank site has two coated steel tanks with 1.6 MG capacities. The tank condition assessment performed in 2023 identified the north tank's exterior coating was weathered and in poor to fair condition with widespread rust development and peeling. The interior lining was in good condition throughout and will be reinspected every five years. MPWD will conduct a future assessment on the southern tank and anticipates a similar recoating project on that tank will be completed in the 2027-2029 timeframe.

Q. What happens if this work is not done?

If this work is not completed, the tanks' steel will degrade and require much more extensive repairs or even full replacement. The costs of these repairs or replacement would be borne by MPWD customers with such work costing potentially more than 10 times the cost to recoat the tanks. Furthermore, a more extensive project would necessitate a longer and more disruptive construction process than the recoating work.

Q. What do the tanks do for the system?

MPWD's system includes approximately 95 miles of pipeline and 11 tanks over 6 sites. These tanks are critical for (1) supplying water for customer use, (2) maintaining and managing water pressure throughout the system, (3) providing adequate water pressure to support firefighting throughout the community, (4) and storing water to be available during unexpected emergencies.

Q. Does the condition of the interior tank coating affect my water quality?

Water quality is not negatively affected by the condition of the tank. The coatings protect the steel tanks from rust and corrosion, and are all certified by NSF as safe for use on surfaces that are in contact with drinking water.

Continued on next page

FREQUENTLY ASKED QUESTIONS

Q. Will my water service be interrupted?

No. While the tanks are being serviced, MPWD's system will be managed to ensure continuous water flow to all homes. This is one of several benefits of having two tanks located on each site – one tank can be taken out of service without interruption to system functionality or water service.

Q. What kind of noise should I expect?

Most work involves coating and minor electrical/mechanical upgrades. There will be some noise from sand blasting and other equipment during standard working hours. The Contractor will comply with the City of Belmont noise ordinance. To respect MPWD's neighbors' peace and quiet, all construction activities will strictly follow the City of Belmont's and San Carlos' noise ordinances, with work limited to 8:00 a.m. – 5:00 a.m. on weekdays. No work is anticipated on weekends or holidays.

Q. Will there be extra vehicles on my street during the work?

There will be additional construction vehicular traffic on the streets leading to and from the tank sites. No street closures are anticipated as part of this work.

Q. What color will the tanks be coated?

At the West Belmont site, the tank will be coated the same blue color that it and the south tank are currently coated.

At the Exbourne site, however, the tanks are currently two different shades of green, and the recoating is an opportunity for the tank colors to be changed to reflect the neighborhood's current preference. MPWD has not yet selected the water tank's final color and is specifically seeking neighborhood feedback before making a final selection. MPWD is currently considering three primary options designed to blend with the local landscape and you are invited to your preferences on five options: (1) Sky Blue, (2) Dark Blue, (3) Neutral Green, (4) Sage Green, and (5) Light Beige.



Q. Why do you choose to only work on one tank at a time at each site? Why not do both tanks at the same time?

MPWD's system is designed to have two tanks on most of our tank sites rather than one larger tank to allow for more operational flexibility for maintenance, repair, and water quality management. This redundancy allows us to take one tank out of service for necessary maintenance/repairs and still maintain significant storage and pressure control. By recoating each tank separately, we maximize the ability to use tanks in the event of an emergency and for other operational needs.

The other tanks on the sites will soon need the same or similar work done. It is anticipated that the other tanks on the Exbourne and West Belmont sites will be recoated in the 2027-2029 timeframe.

Continued on next page

FREQUENTLY ASKED QUESTIONS



Q. Why are the Exbourne tanks two different colors?

When MPWD first constructed the eastern tank, neighbor feedback indicated they did not prefer the selected green color. MPWD then constructed the second western tank with a different green color reflecting the neighbors' preference at the time. MPWD prefers both tanks on any given site be coated the same color.

Q. How do I provide input?

Attend the Workshop: Join the upcoming in-person/hybrid neighborhood meeting to see the color swatches in person and discuss the visual impact and your preferences with District staff. The workshop will be in person and online (hybrid) on **Tuesday, February 17, 2026 at 6:30 p.m. at 1075 Old County Road, Suite A, Belmont, CA 94002 and online via Zoom at MidPeninsulaWater.org/zoom**. You may also provide feedback via our online survey at the project webpage.

Complete the Survey: A survey will be available on the project webpage where you can provide general feedback on the project and officially provide your color preference you feel best suits the neighborhood aesthetic. All results will be provided to the Board at the March 26, 2026 Board meeting. Based on these results, MPWD will select a color for Exbourne's west tank. When MPWD recoats Exbourne's east tank in the future, it will match the west tank's color.

Project Updates & Survey: MidPeninsulaWater.org/water-tanks

Q. Who is doing the work?

The project will be led by a California-licensed contractor with specific expertise in high-performance industrial coatings. Based on a competitive bidding process, MPWD selected Euro Style Management to complete the work. Euro Style Management recently completed similar projects on water tanks in the Cities of Redwood City, Palo Alto, and South San Francisco (Westborough Water District).

Q. How will MPWD ensure the work is being done well?

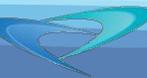
MPWD ensures the quality of the work through strict contractor qualifications, mandatory certifications, and an onsite inspector. MPWD only accepts bids from contractors with a proven track record of specialized experience. To ensure technical proficiency in handling specialized coatings, the coating contractor is required to hold specific industry-standard certifications. In addition to MPWD's engineering team, we have an onsite construction inspector. This professional is an expert in industrial tank recoating and will be onsite during all hours the contractor is working to perform real-time quality control. The project is also subject to monitoring and enforcement by the California Department of Industrial Relations (DIR) to ensure compliance with public works standards and labor codes.



Exbourne / West Belmont Water Tank Recoating Projects

Kat Wuelfing, General Manager
Sarah Scheidt, Operations Manager
Brandon Laurie, District Engineer

February 17, 2026



Our Goals Today & Through this Outreach Process

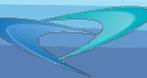
Share a bit about MPWD and Project Specifics

Construction work is inherently disruptive - Better understand any concerns from neighbors

Share how we are minimizing neighborhood impacts

Select a tank color that reflects the preferences of the neighbors that will see it most

Share feedback received through the workshop and survey with Staff, Engineering Team and Board



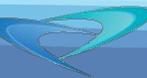
Tanks are Critical Infrastructure

MPWD's system includes approx. 95 miles of pipeline and 11 tanks over 6 sites. These tanks are critical for:

1. Supplying water for customer use,
2. Maintaining and managing water pressure throughout the system,
3. Providing adequate water pressure to support firefighting throughout the community, and
4. Storing water to be available during unexpected emergencies.

The level of storage and pressure control that the tanks provide to our system contributes to our ISO PPC Class 2 rating, which is a factor insurance companies strongly consider in the underwriting and pricing of property insurance, and plays a key role in keeping residential and commercial property insurance rates lower in the community.

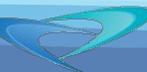
Exbourne (W) tank circa. 2008



Project Background

- Mid-Peninsula Water District (MPWD) recoating two of our water tanks starting March 2026: Exbourne (W) and West Belmont (N)
- Condition assessments show significant wear
- Included in August 2024 Capital Improvement Program Update
- Designed by our District Engineer
- Contractor selected via competitive bid process: Euro Style Management

| | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|--|--|----------------------|-------------------|------------|------------------------------|-------------------|---|------------|-------------------------|-----------|--------------------|-----------|-----------------------|-------------------|---|----------------------------|--|---|----|---------------|----|----------------------------|-----------|
| <p>EXISTING PIPE INFORMATION Size: N/A Type: N/A Year Installed: N/A Static Pressure Range (psf): N/A</p> |  | | <p>EXBOURNE TANK (WEST) RECOATING</p> | | | | | | | | | | | | | | | | | | | | | | |
| <p>PROJECT BACKGROUND The Exbourne Tanks in combination with Herson Tank provide water to Zone 2. The Exbourne site has two tanks with 1 MG (West) and 1.5 MG (East) capacities. A 2023 coating investigation of the West Tank concluded the exterior paint system was weathered, chalked, and in fair to poor condition with some localized rust development and topcoat peeling. The interior lining was in poor condition above the highest water level (HWL) and fair below the HWL. The lining of the interior roof has failed and corrosion of the roof structure will continue to advance unless coating replacement occurs. The report recommended spot repairs and an overcoat of the exterior and a full removal/replacement of the interior lining.</p> <p>PROPOSED IMPROVEMENTS Recoat the West Tank's exterior and interior.</p> <p>PROJECT BENEFITS The Exbourne Tank (West) Recoating will extend the service life of the tank an additional 20-30 years.</p> <p>PROJECT BUDGET (2024)</p> <table border="1" data-bbox="2038 714 2484 856"> <tr> <td>Exterior Spot Repair / Overcoat</td> <td style="text-align: right;">\$ 100,000</td> </tr> <tr> <td>Interior Relining</td> <td style="text-align: right;">\$ 350,000</td> </tr> <tr> <td>Subtotal Construction</td> <td style="text-align: right;">\$ 450,000</td> </tr> <tr> <td>Planning, Design & Construction Support</td> <td style="text-align: right;">\$ 115,000</td> </tr> <tr> <td>Construction Inspection</td> <td style="text-align: right;">\$ 45,000</td> </tr> <tr> <td>Contingency (±10%)</td> <td style="text-align: right;">\$ 65,000</td> </tr> <tr> <td>Project Budget</td> <td style="text-align: right;">\$ 675,000</td> </tr> </table> | | | Exterior Spot Repair / Overcoat | \$ 100,000 | Interior Relining | \$ 350,000 | Subtotal Construction | \$ 450,000 | Planning, Design & Construction Support | \$ 115,000 | Construction Inspection | \$ 45,000 | Contingency (±10%) | \$ 65,000 | Project Budget | \$ 675,000 | <p>PROJECT COMPLETED</p> <p>Completion Date:</p> <table border="1" data-bbox="2038 1142 2484 1228"> <tr> <td><u>Actual Expenditures</u></td> <td></td> </tr> <tr> <td>Planning, Design, & Construction Support:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Construction:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Total Expenditures:</td> <td style="text-align: right;">\$</td> </tr> </table> | <u>Actual Expenditures</u> | | Planning, Design, & Construction Support: | \$ | Construction: | \$ | Total Expenditures: | \$ |
| Exterior Spot Repair / Overcoat | \$ 100,000 | | | | | | | | | | | | | | | | | | | | | | | | |
| Interior Relining | \$ 350,000 | | | | | | | | | | | | | | | | | | | | | | | | |
| Subtotal Construction | \$ 450,000 | | | | | | | | | | | | | | | | | | | | | | | | |
| Planning, Design & Construction Support | \$ 115,000 | | | | | | | | | | | | | | | | | | | | | | | | |
| Construction Inspection | \$ 45,000 | | | | | | | | | | | | | | | | | | | | | | | | |
| Contingency (±10%) | \$ 65,000 | | | | | | | | | | | | | | | | | | | | | | | | |
| Project Budget | \$ 675,000 | | | | | | | | | | | | | | | | | | | | | | | | |
| <u>Actual Expenditures</u> | | | | | | | | | | | | | | | | | | | | | | | | | |
| Planning, Design, & Construction Support: | \$ | | | | | | | | | | | | | | | | | | | | | | | | |
| Construction: | \$ | | | | | | | | | | | | | | | | | | | | | | | | |
| Total Expenditures: | \$ | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>PCG PAKPOUR CONSULTING GROUP</p> <p>Pakpour Consulting Group, Inc. 6601 Owens Drive, Suite 230 Pleasanton, CA 94588 P: 925.224.7717 www.pcgengr.com</p> | <p>JOB No. 10012.07 DATE 06/21/24 SCALE AS NOTED DRAWN BY BL CKD JP</p> |  <p>MID-PENINSULA WATER DISTRICT</p> | <p>CAPITAL IMPROVEMENT PROGRAM EXBOURNE TANK (WEST) RECOATING PROJECT 24-08</p> | <p>Original 2024</p> | | | | | | | | | | | | | | | | | | | | | |

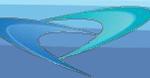


What does Tank Recoating Do?

- Extends the life of the tanks by protecting the steel from rust and degradation.
- Tanks generally need to be recoated every 20-30 years – and the decision is based on inspections by third-party experts.
- Tank replacement easily costs 10x more than recoating, and has a much longer construction timeframe.
- Not paint – special engineered coating project certified by NSF as safe for use on surfaces that are in contact with drinking water.
- The other tanks on the sites will need to be recoated in the near future – currently anticipated 2027-2029.



Image credit: <https://www.highperformancecoatings.org/resources/interior-wet-coatings-protecting-water-tanks-from-corrosion>

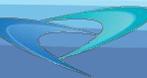


Project Locations

EXBOURNE WATER TANKS



WEST BELMONT WATER TANKS



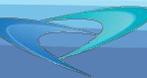
Project Overview

- West Belmont (N) Tank: Exterior spot repairs with new overcoat.
- Exbourne (W) Tank: Removal and replacement of the interior lining and exterior spot repairs/overcoat
- Safety Upgrades: Both tanks will receive new interior ladders, ladder safety systems, roof safety gates, and level indicators. West Belmont (N) will also receive a ventilation blower and additional roof venting.

W BELMONT WATER TANK



EXBOURNE WATER TANK



What does the Project Mean to Neighbors?

- Water service will NOT be interrupted
- Duration
 - Begin early March 2026 with completion by June 1, 2026
 - Each tank site will be approximately 8-12 weeks each,
 - The project webpage at MidPeninsulaWater.org/water-tanks will be updated as more specific schedule details are known.
- Work Hours 8 am – 5 pm on weekdays, no work on weekends or holidays



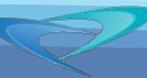
Questions?



Concerns?



Other
Considerations
?



What does the Project Mean to Neighbors?

- Noise

- Sand blasting and other equipment during standard working hours
- We *may* need a generator to run a de-humidifier 24/7. If we do need to use the generator, we are working with the contractor on ways to minimize/muffle the sound.

- Vehicular Traffic

- Construction vehicular traffic on the streets leading to and from the tank sites
- No street closures are anticipated as part of this work.



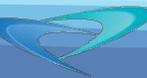
Questions?



Concerns?



Other
Considerations
?



Tank Color at Exbourne Site

- Five color options – based on typical tank colors in our area.
- We will paint the second tank at Exbourne the same that is selected this time.
- We encourage all neighbors to complete the survey, which is what we will base the selection on.
- Survey must be completed by Monday February 23rd: MidPeninsulaWater.org/water-tanks
- Survey includes opportunities for feedback on all aspects of the project.
- All survey results, including tank color, will be shared with our Board on Thursday February 26th.
- West Belmont tank will remain the same blue that the tanks currently are.

1 SKY BLUE



2 DARK BLUE



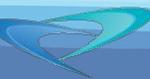
3 NEUTRAL GREEN



4 SAGE GREEN



5 LIGHT BEIGE



Neighborhood Feedback & Communication

- Letters and brochure sent in early February with project and survey information
- Webpage will be updated throughout the project
- Project Survey - <https://form.jotform.com/260257228002043>
 - Color preferences
 - Primary interests in project
 - Neighborhood impacts
 - Project understanding
 - Any other comments
- As of this morning, 13 responses have been received
- In-person & Zoom Workshop – February 17, 2026 at 6:30pm
- Presentation to the Board – February 26, 2026 at 6:30pm meeting

PROJECT SURVEY

Provide feedback on the project, including your preferences for the tank color that you feel best suits the neighborhood aesthetic. Please respond to this survey by February 23, 2026.

START HERE

Home Customer Service Board of Directors Organization Projects Water Conservation Contact Us (858) 591-8941 Pay Bill

MID-PENINSULA WATER DISTRICT

Exbourne / West Belmont Water Tank Recoating Projects

February 2, 2026

Project Background

The Mid-Peninsula Water District (MPWD) will be recoating two of our water storage tanks in Spring 2026. These projects are necessary to maintain and extend the life of these critical pieces of our water systems infrastructure. This work will take place at our Exbourne tank site, located at the end of Altura Way (accessed through Exbourne Ave.), and our West Belmont tank site, located at the end of Belmont Canyon Rd. MPWD conducted a condition assessment on Exbourne's west tank and West Belmont's north tank. The assessment concluded the coating (special engineered paint) on Exbourne (W) is showing significant wear on the interior and exterior and the West Belmont (N) tank's coating is wearing on the interior. If the recoating is not completed, the steel tanks will continue degrading, and ultimately result in the need for substantially more costly and time-intensive repairs and/or full tank replacements. These projects were included in the August 2024 update of MPWD's Capital Improvement Program (CIP) and prioritized by staff for completion in 2026. You can learn more about our CIP [here](#).

This project was designed by our District Engineer and competitively bid by qualified contractors. MPWD awarded the project to Euro Style Management at its January 2026 Board meeting by Resolution 2025-01. Euro Style Management recently completed similar projects on the Peninsula, including work on water tanks in the Cities of Redwood City, Palo Alto, and South San Francisco (Westborough Water District) and in Berkeley.

Project Locations



PROJECT SURVEY

Provide feedback on the project, including your preferences for the tank color that you feel best suits the neighborhood aesthetic. Please respond to this survey by February 23, 2026.

START HERE

CUSTOMER CONNECT

MID-PENINSULA WATER DISTRICT
1075 Old County Road, Suite A, Belmont, CA 94002
tel: 858.591.8941 fax: 858.591.8988 MidPeninsulaWater.org

Dear Neighbor,

The Mid-Peninsula Water District (MPWD) will be recoating two of our water storage tanks in Spring 2026. This work will take place at our Exbourne tank site, located at the end of Altura Way, and our West Belmont tank site, located at the end of Belmont Canyon Road. These projects are necessary to maintain and extend the life of these critical pieces of our water system infrastructure. The work will include recoating (applying special paint) to the exterior at both tank sites and the interior at the Exbourne tank site.

In the enclosed brochure, the MPWD is providing further details about the project, project locations, timelines, customer surveys, and FAQs.

We invite all interested community members to share their feedback and learn more through our upcoming workshop and survey so we can better understand any concerns, minimize local impacts, and provide input on a tank color that reflects the preferences of the neighbors that will use it most.

The workshop is will be held February 17, 2026, 6:30 p.m., 1075 Old County Road, Suite A, Belmont, CA 94002 and online via Zoom at MidPeninsulaWater.org/zoom. We encourage you to attend in person if possible.

We request that all neighbors complete a brief online survey to help us select the Exbourne tank color at MidPeninsulaWater.org/water-tanks and gather additional feedback. Please respond to this survey by February 23, 2026.

If you would like to attend the workshop, please contact the MPWD at info@MidPeninsulaWater.org.

CUSTOMER CONNECT

MID-PENINSULA WATER DISTRICT
1075 Old County Road, Suite A, Belmont, CA 94002
tel: 858.591.8941 fax: 858.591.8988 MidPeninsulaWater.org

PROJECT LOCATIONS

EXBOURNE WATER TANKS **WEST BELMONT WATER TANKS**

PROJECT BACKGROUND

The Mid-Peninsula Water District (MPWD) will be recoating two of our water storage tanks in Spring 2026. These projects are necessary to maintain and extend the life of these critical pieces of our water systems infrastructure. This work will take place at our Exbourne tank site, located at the end of Altura Way (accessed through Exbourne Ave.), and our West Belmont tank site, located at the end of Belmont Canyon Rd. MPWD conducted a condition assessment on Exbourne's west tank and West Belmont's north tank. The assessment concluded the coating (special engineered paint) on Exbourne (W) is showing significant wear on the interior and exterior and the West Belmont (N) tank's coating is wearing on the interior. If the recoating is not completed, the steel tanks will continue degrading, and ultimately result in the need for substantially more costly and time-intensive repairs and/or full tank replacements. These projects were included in the August 2024 update of MPWD's Capital Improvement Program (CIP) and prioritized by staff for completion in 2026. You can learn more about our CIP [here](#).

CUSTOMER CONNECT

MID-PENINSULA WATER DISTRICT
1075 Old County Road, Suite A, Belmont, CA 94002
tel: 858.591.8941 fax: 858.591.8988 MidPeninsulaWater.org

FREQUENTLY ASKED QUESTIONS

Q. What does Mid-Peninsula Water District (MPWD) do?
MPWD provides drinking water and fire service water to more than 30,000 residents and 500 businesses, and with seven emergency interties to neighboring water systems, is an integral part of the peninsula's connected water system. The MPWD was established in 1929 and has been serving the community for more than 95 years. MPWD's service area includes the City of Belmont and portions of the Cities of San Carlos, Redwood City, and Unincorporated San Mateo County.

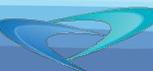
Q. Why are these tanks being recoated now?
These tanks are critically important to MPWD's water system and our ability to provide high quality service. Recoating these tanks greatly minimizes long-term corrosion and avoids the much higher cost of full tank replacements in the future. The proposed improvements will extend the tank service lives an additional 20-30 years.

Q. What happens if this work is not done?
If this work is not completed, the tanks' steel will degrade and require much more extensive repairs or even full replacement. The costs of these repairs or replacement would be borne by MPWD customers with such work costing potentially more than 10 times the cost to recoat the tanks. Furthermore, a more extensive project would necessitate a longer and more disruptive construction process than the recoating work.

Q. What do the tanks do for the system?
MPWD's system includes approximately 95 miles of pipeline and 11 tanks over 6 sites. These tanks are critical for (1) supplying water for customer use, (2) maintaining and managing water pressure throughout the system, (3) providing adequate water pressure to support firefighting throughout the community, (4) and storing water to be available during unexpected emergencies.

Q. Does the condition of the interior tank coating affect my water quality?
Water quality is not negatively affected by the condition of the tank. The coatings protect the steel tanks from rust and corrosion, and are all certified by NSF as safe for use on surfaces that are in contact with drinking water.

Continued on next page



Why This Project Matters to the Community

Water Reliability

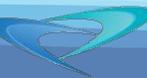
- Improvements ensure our community continues to have a safe, reliable, and high-quality potable water supply for years to come.

Sustainability

- Extending the life of the tanks is more cost-effective and environmentally friendly than a full replacement.
- Proposed improvements will extend the service life of the tanks an additional 20-30 years.

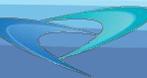
Safety & Compliance

- Upgrading safety appurtenances such as ladder fall protection and roof gates ensures our operators can safely maintain the system.



Other Questions?

- The website FAQ will be updated with any new project questions.
- Feedback and questions here will be provided to the Board at the February 26th meeting, as well as to other staff and engineering team.





MID-PENINSULA WATER DISTRICT

Exbourne Neighborhood Survey Questions

Please provide feedback for the project, including your preferences for the tank color that you feel best suits the neighborhood aesthetic. Kindly respond to this survey by February 23, 2026, and the results will be summarized and presented to the Board.

1. Your Street Address: *

2. Please rank the following tank colors in order of preference:

(1) Sky Blue - such as MPWD's tanks located at our Buckland Tank and Pump Station at 920 Buckland Ave., San Carlos; or our West Belmont Tank site at the end of Belmont Canyon Road., Belmont

1 SKY BLUE



(2) Dark Blue

2 DARK BLUE



(3) Neutral Green - Similar to MPWD's larger, east Exbourne tank located at the end of Altura Way, Belmont, CA; or this example from Westborough Water District of their Skyline Tank near 2263 Westborough Blvd, South San Francisco, CA.

3 NEUTRAL GREEN



(4) Sage Green - The examples below are from the Castlewood Tanks in unincorporated Alameda County.

4 SAGE GREEN



(5) Light Beige - such as MPWD's Hallmark Tanks located near 2565 Hallmark Dr., Belmont CA

5 LIGHT BEIGE



Please rank the color options in order of your preference: *

- 1: Sky Blue
- 2: Dark Blue
- 3: Neutral Green
- 4: Sage Green
- 5: Light Beige

3. How would you feel if each color was selected? Use the scale below. *

| | Very Happy | Happy | Neutral | Unhappy | Very Unhappy |
|------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| A. Sky Blue | <input type="radio"/> |
| B. Dark Blue | <input type="radio"/> |
| C. Neutral Green | <input type="radio"/> |
| D. Sage Green | <input type="radio"/> |
| E. Light Beige | <input type="radio"/> |

4. I can see the Exbourne tanks: (select one) *

- From my house
- As I am traveling to and from my house or walking around the neighborhood
- I do not see the Exbourne tanks on a regular basis

5. What are your primary interests in this project? Check all that apply *

- Aesthetics/Color
- Construction Noise
- Construction Schedule
- Construction Traffic
- Maintaining System Reliability and Fire Flows
- Emergency Water Storage
- Minimizing Cost to Ratepayers
- Other

If "other" please describe.

6. Do you feel the District is working to minimize impacts to the neighborhood? *

- Yes
- Somewhat
- No
- I don't have an opinion

7. Did the workshop help increase your understanding of the project and the work that will be done in your neighborhood? *

- Yes
- Somewhat
- No
- I did not attend the workshop

8. Did the webpage or brochure help increase your understanding of the project and the work that will be done in your neighborhood? *

- Yes
- Somewhat
- No
- I don't have an opinion

9. Please provide any additional comments or questions you have regarding this project. Please share any additional mitigations you think could ease the impact of the project on your neighborhood. The FAQ portion of the website will be updated with relevant questions and answers.

Submit

Powered by **Jotform**

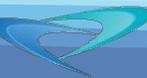


Exbourne Neighborhood Survey Results

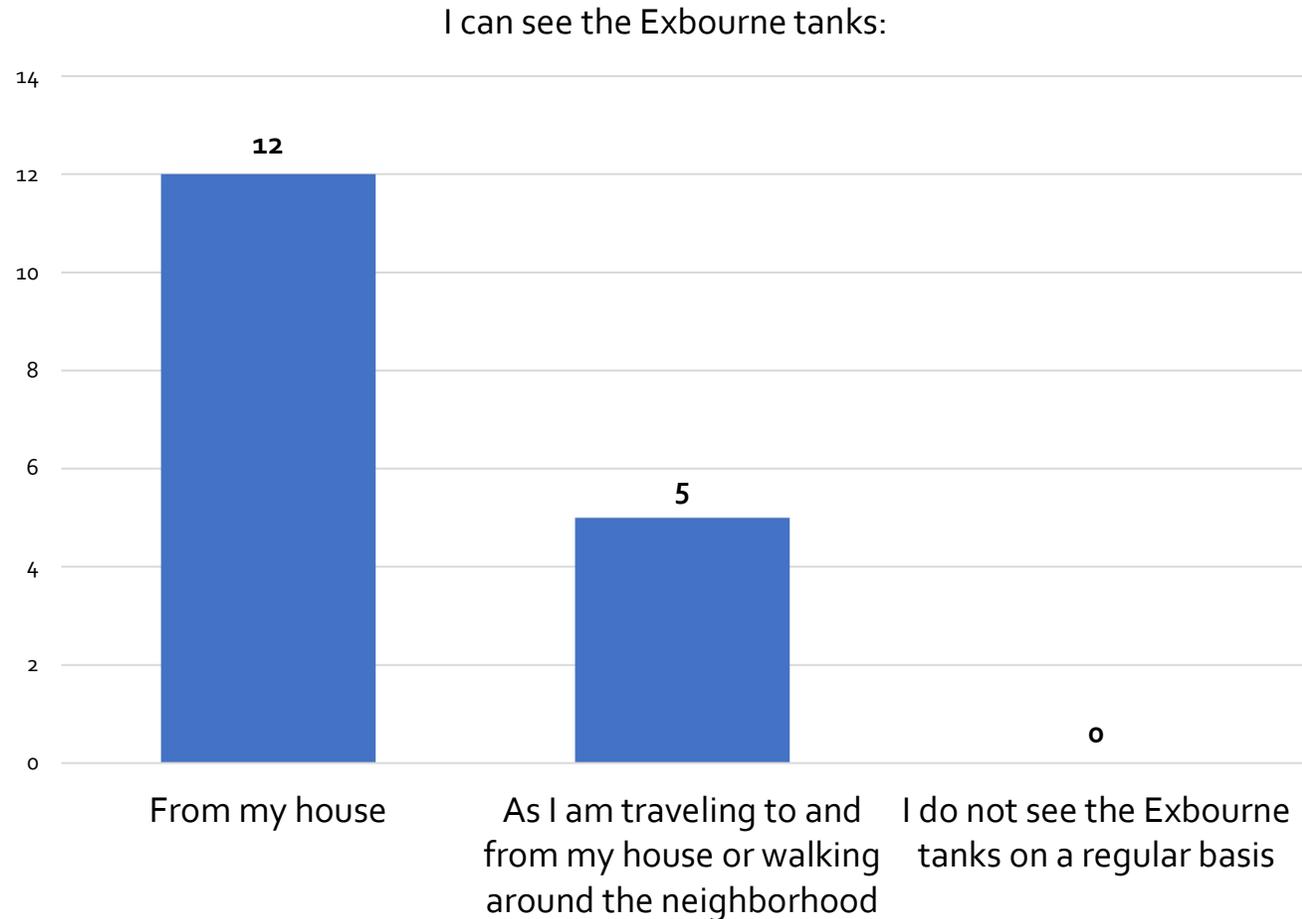
Results from February 3 – February 23, 2026

Sarah Scheidt, Operations Manager
Kat Wuelfing, General Manager

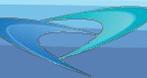
February 26, 2026



I can see the Exbourne tanks: (select one)

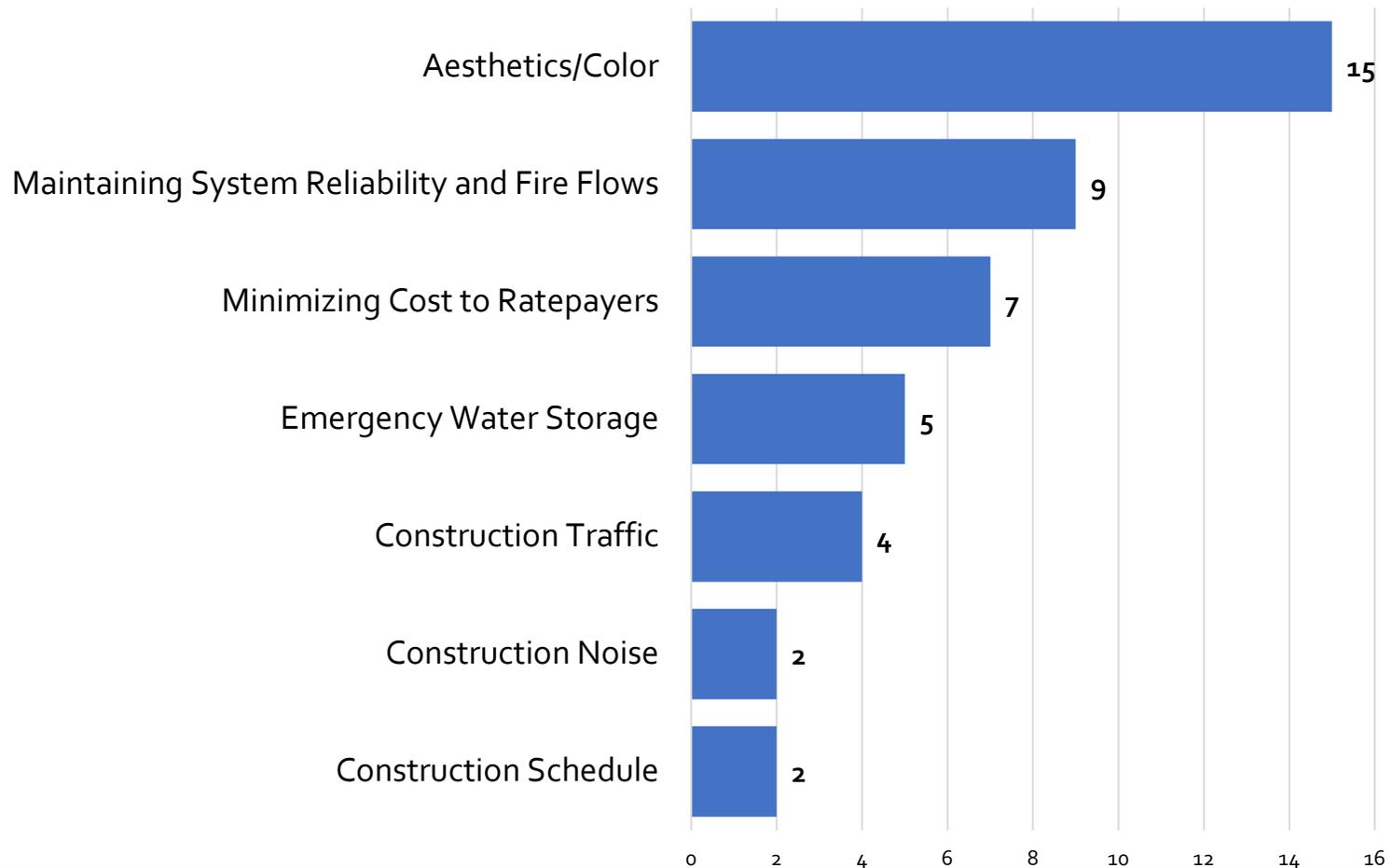


- 17 total responses to the survey
 - Count includes one mailed-in letter
- The survey reached its intended audience of neighbors that see the tanks on a regular basis

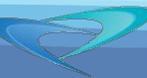


What are your primary interests in this project? Check all that apply

What are your primary interests in this project?

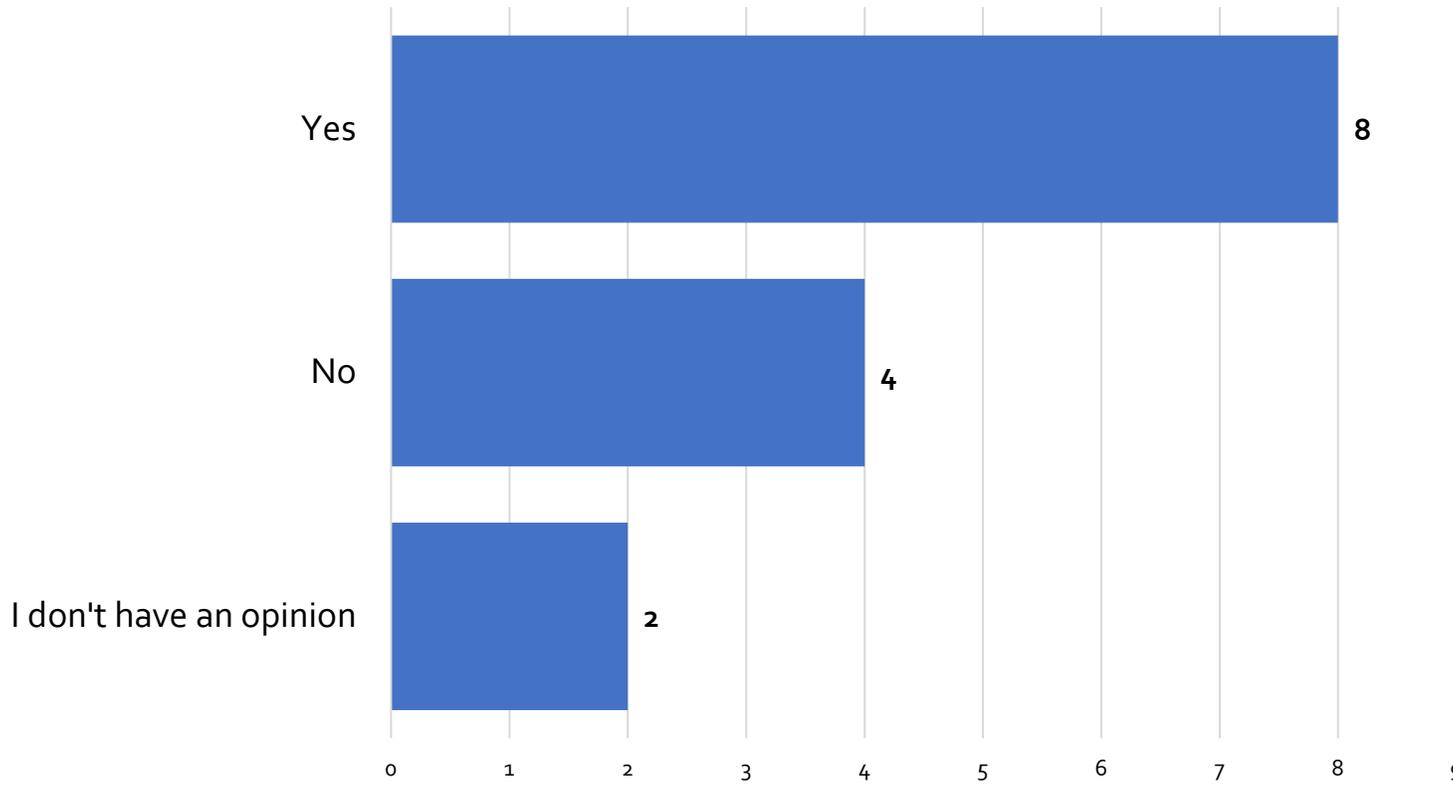


- Aesthetics/Color and Maintaining System Reliability and Fire Flows are the highest interests, followed by minimizing cost and emergency water storage.
- Construction concerns were the lowest
- One survey response selected *other*, and commented “it is an eye to lookat from my deck now that the trees are removed!”

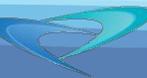


Do you feel the District is working to minimize impacts to the neighborhood? Select one

Do you feel the District is working to minimize impacts to the neighborhood?

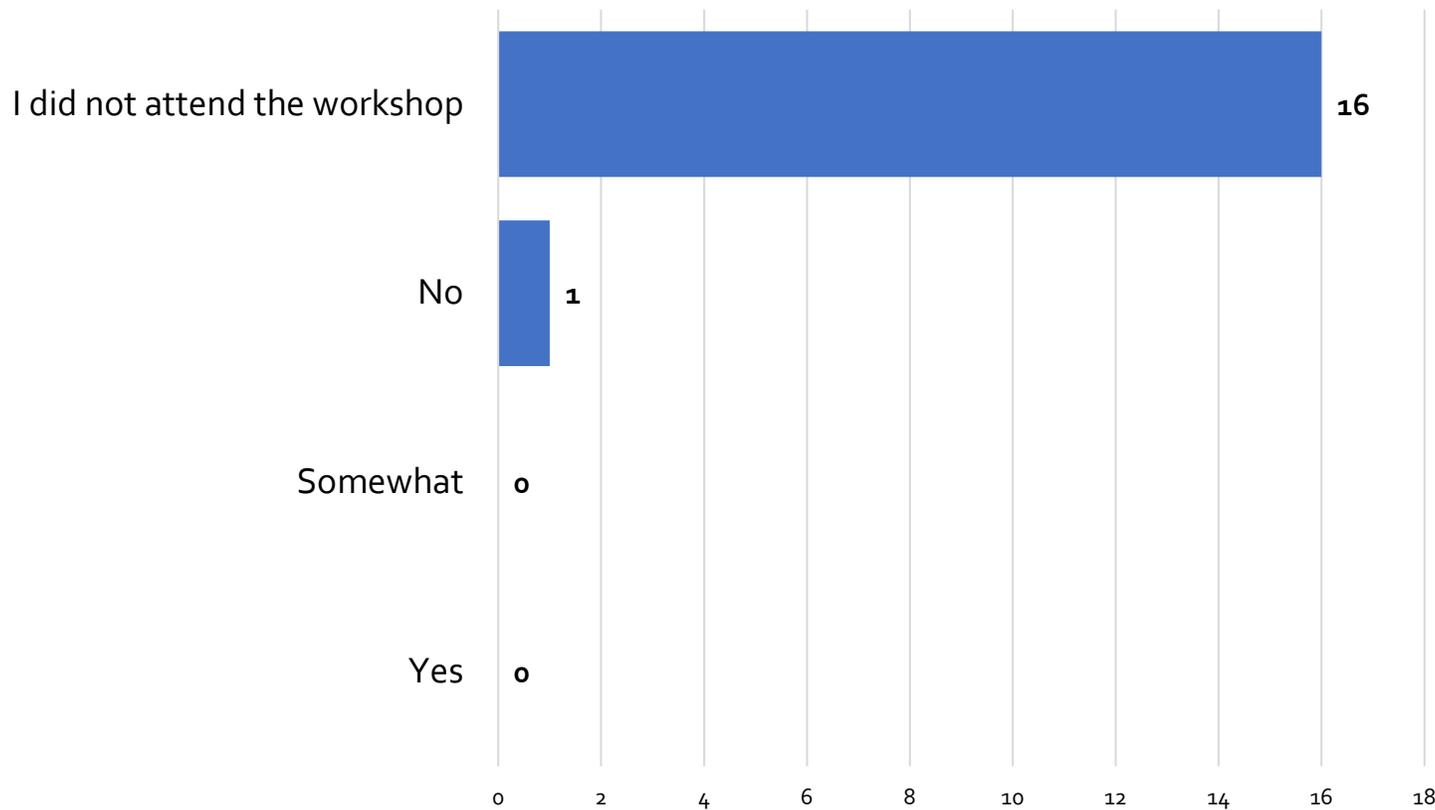


- Most respondents feel that the District is working to minimize impacts to the neighborhood

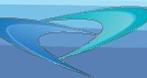


Did the workshop help increase your understanding of the project and the work that will be done in your neighborhood? Select one

Did the workshop help increase your understanding of the project and the work that will be done in your neighborhood?

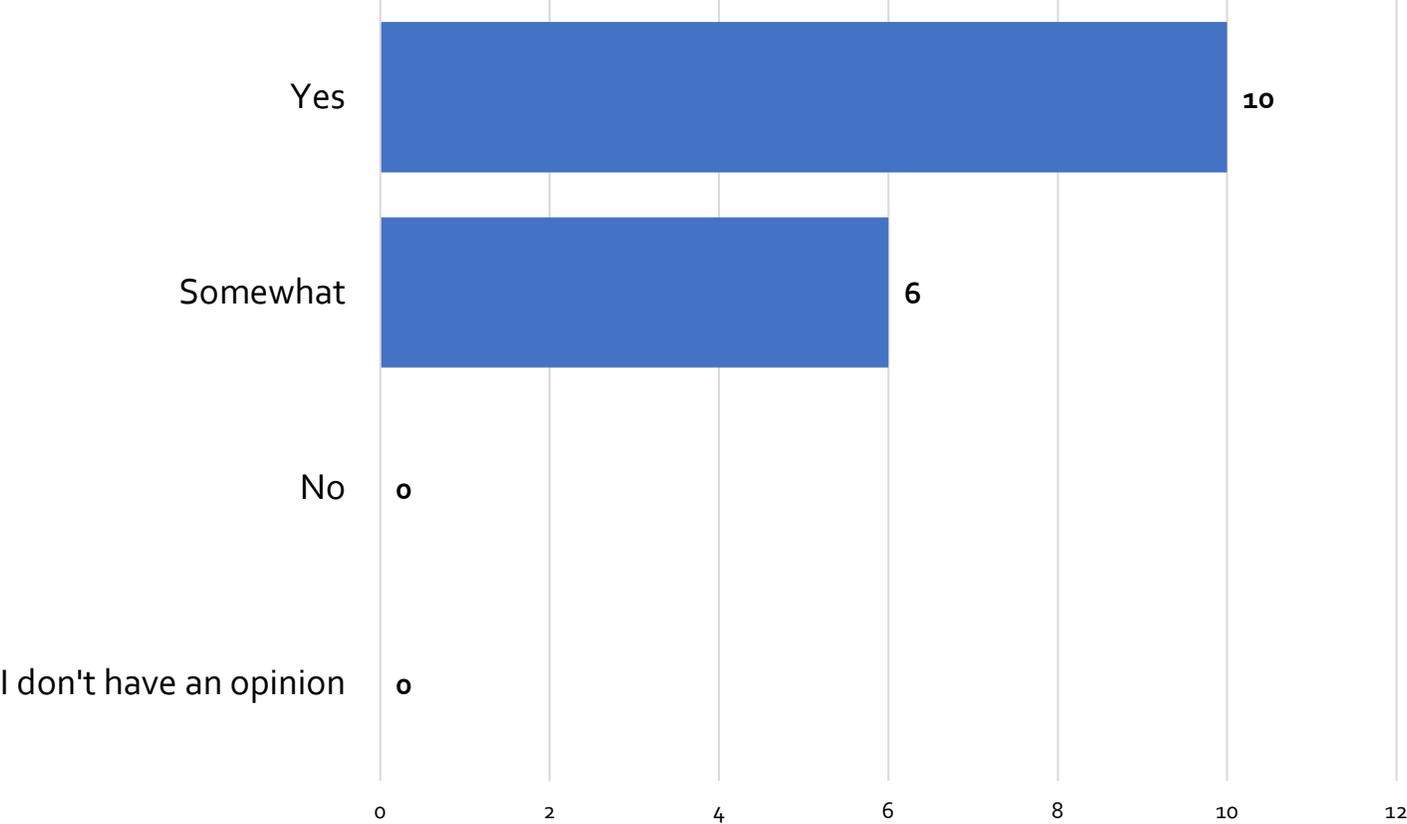


- The workshop was held on February 17th at 6:30pm in person at the Old County Rd. offices and by Zoom.
- No members of the community attended the workshop.

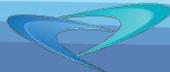


Did the webpage or brochure help increase your understanding of the project and the work that will be done in your neighborhood? Select one

Did the webpage or brochure help increase your understanding of the project and the work that will be done in your neighborhood?

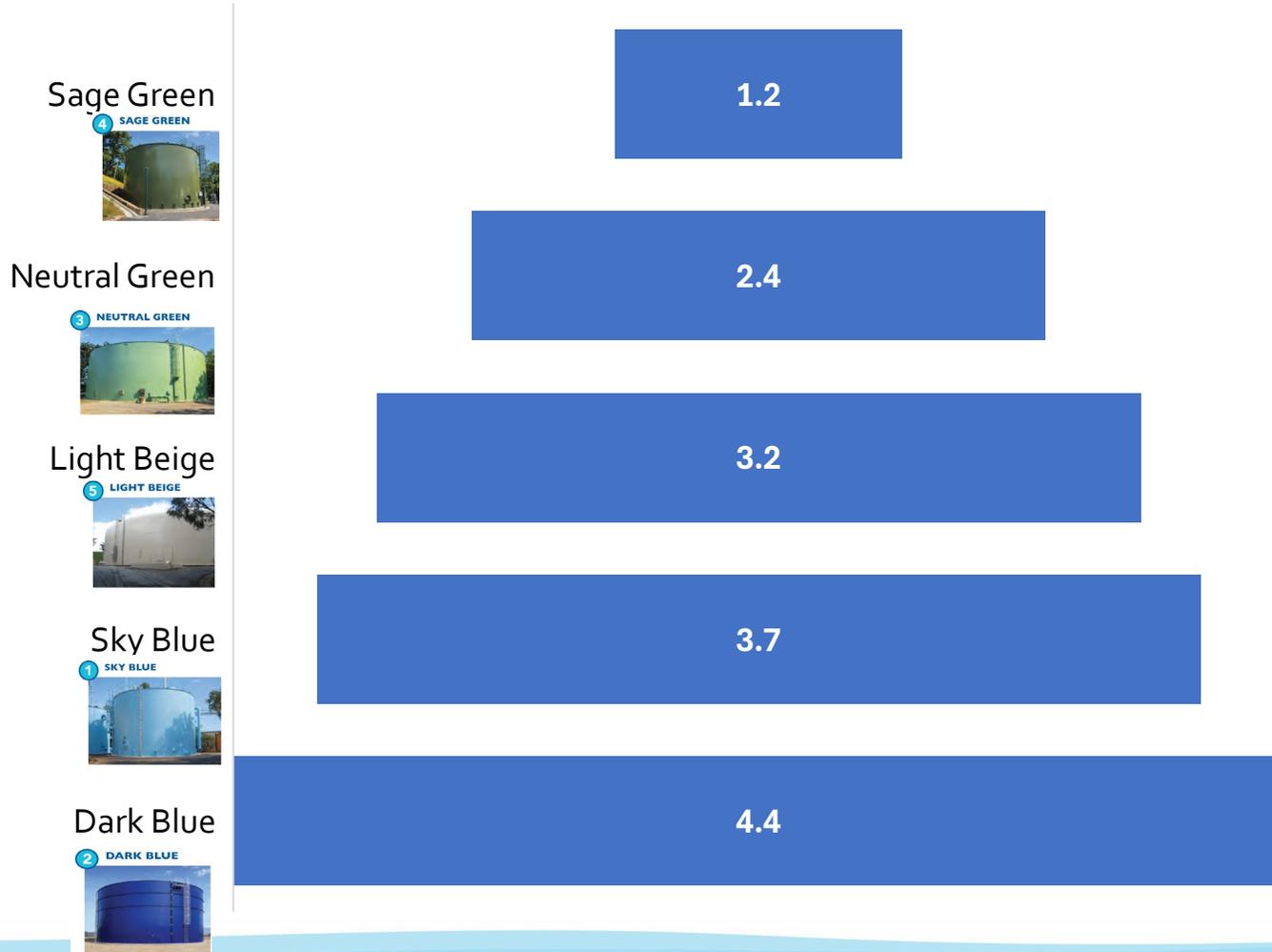


- Most neighbors found the information provided to be helpful in increasing their understanding of the work being done in the neighborhood.

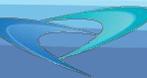


Please rank the color options in order of your preference:

Please rank the color options in order of your preference:



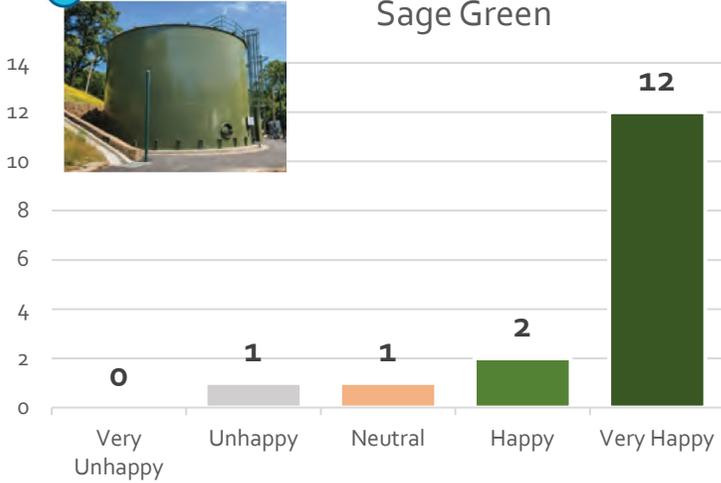
- Chart reflects the average ranking score for each color, with 1 being the most preferred, and 5 being the lowest preferred.
- Sage Green was the highest ranked color.
- In reviewing the data, there were some inconsistencies that suggested an error in this question – potentially an error in the survey mechanism itself. Some responses were inconsistent with the happy/unhappy responses. Each response that ranked the values in the same order as the survey default **and** indicated a clear inconsistency in the happiness question were excluded from this summary (i.e., results that ranked Sky Blue as the first choice, but indicated that the respondent would be unhappy/very unhappy if Sky Blue was selected). A total 6 responses were excluded.



How would you feel if each color was selected? Use the scale below.

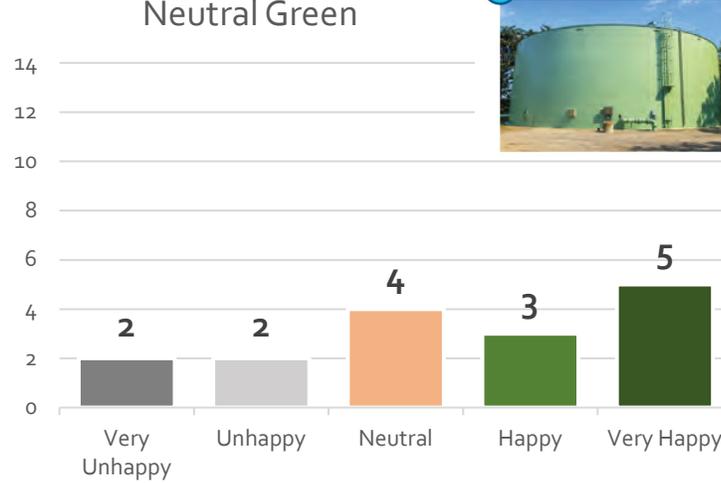
4 SAGE GREEN

Sage Green



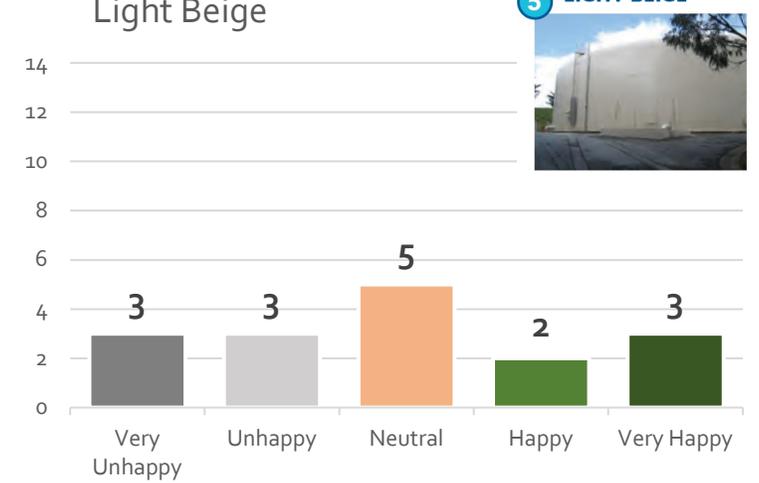
3 NEUTRAL GREEN

Neutral Green



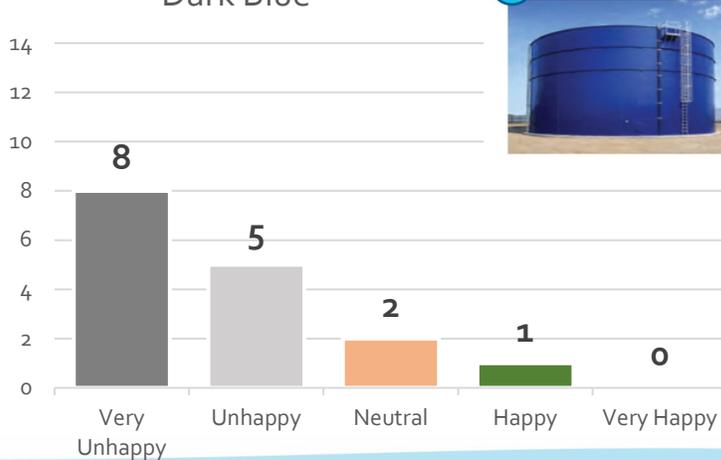
5 LIGHT BEIGE

Light Beige



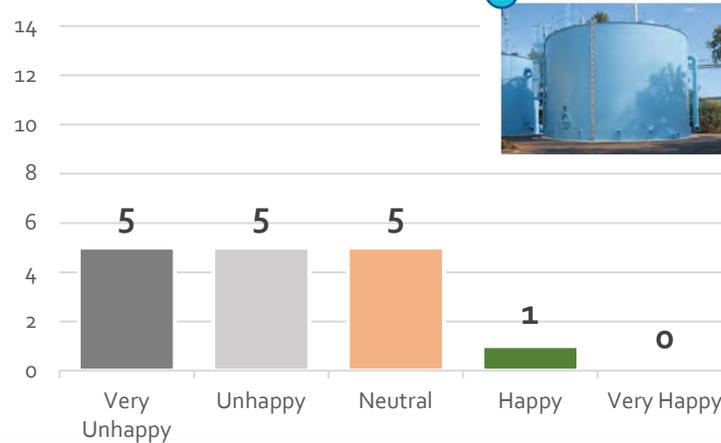
2 DARK BLUE

Dark Blue

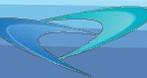


1 SKY BLUE

Sky Blue



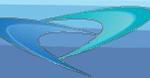
- On the basis of these results, painting the tank Sage Green will be the most favorable result for the neighbors who view the tanks the most.



Please provide any additional comments or questions you have regarding this project. Please share any additional mitigations you think could ease the impact of the project on your neighborhood.

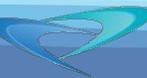
Responses are provided verbatim per the survey

- Our house backyard borders the Exbourne tanks. I prefer the sage green color because it blends with nearby trees, is not jarring visually.
- Thanks for communicating about this and seeking input to select the paint color.
- Thankful for the opportunity to contribute input
- Thank you for your nice summary notice regarding the future painting of the Exbourne water tanks. We live a block away from the reservoirs at a higher elevation and they are a prominent feature of our view north to San Francisco. Recent tree-cutting of tall eucalyptus trees has enhanced our beautiful view northward. Our preference for the tank's color would be the darker green that blends into the surroundings. Sage green. Thank you for the opportunity for input. *[Provided by handwritten letter]*
- We have had an incredible amount of work done on our street over the last 6 years. I am nervous that adding this to the street's workload is a lot. I appreciate it being done though.



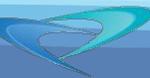
Please provide any additional comments or questions you have regarding this project. Please share any additional mitigations you think could ease the impact of the project on your neighborhood.

- We've lived here for nearly 50 years , and pass the tanks multiple times a day. I've driven by several times since I received the notice to really look at the tanks in this setting. The current "neutral green" one is an eyesore, and has always seemed that way to me. The sage green would blend best with foliage. The sky blue might work if the tanks are silhouetted against the sky, but it doesn't seem they would be. Ultimately, just as I would want my opinion considered of more value than neighbors outside the area, I think the opinions of the immediate neighbors who see them in their backyards should be weighted more. However, they may not have the imagination or artistic eye to evaluate how the appearance might fit in with the surroundings, so I hope those things are considered in your decision. Thank you for soliciting input from those on Exbourne.
- Since painting is already planned, a neutral, muted green (matte/low-sheen) is the simplest way to make the tanks blend into the landscape and not stand out as an industrial focal point. This color choice reduces contrast with surrounding trees and hillsides and helps the structures visually recede from common viewpoints. A matte or low-sheen finish also minimizes sun glare, preventing the tanks from drawing attention throughout the day.



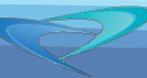
Please provide any additional comments or questions you have regarding this project. Please share any additional mitigations you think could ease the impact of the project on your neighborhood.

- The tanks are very visible from our living room picture window. I'd say we have a "front row seat". I think the sage green blends in with the existing trees.
- Thank you for the newsletter and gathering input on the color of the tanks. I know my neighbors were very upset when the trees by the Altura tanks were removed.
- I don't care about work impacting my neighborhood, if it has to be done so be it. What I do care about is the color of the tank!! I look at it everyday and there has to be a color out there in the world that actually looks more natural!!! None of the options you gave us are natural to the environment surrounding it and they DO NOT blend in. The water tower is an eyesore. Can't you find a color that matches the environment surrounding it better?!
- I don't understand why trees can't be planted to cover the tank like they were before! Is the city just trying to save money? We were told they would replace the trees they removed. Now they are changing their story. Please be truthful and do the right thing and along with painting the tanks add some trees to hide the HUGE thing!



Please provide any additional comments or questions you have regarding this project. Please share any additional mitigations you think could ease the impact of the project on your neighborhood.

- For over twenty five years we've expressed our concerns about the tree trimming along our property (about 170 ft). We've been promised they would be thinned out and topped. No thinning has been done, only made into a bush. I've told the water department that they've created a fire hazard and a liability. Take a look at Millbrae and Burlingame and how they've mitigated their eucalyptus trees. A fire on tank property would be disastrous. I'm hoping that finally something will be done to get the trees trimmed properly.





AGENDA ITEM NO. 8.A.

DATE: February 26, 2026
TO: Board of Directors
FROM: Kat Wuelfing, General Manager
Alison Bell, Administrative Services Manager

SUBJECT: CONSIDER RESOLUTION 2026-04 APPOINTING NEELA PATEL TO THE BOARD OF DIRECTORS TO FILL THE TERM OF THE VACANT DIVISION 3 POSITION THROUGH NOVEMBER 3, 2026

RECOMMENDATION: Approve Resolution 2026-04, which will appoint a new Board member to the Division 3 seat.

FISCAL IMPACT: None.

BACKGROUND: Director Kirk Wheeler notified the District that he moved out of the District on December 19, 2025. With that notification, Director Wheeler could continue to serve on the Board while the District started the process of appointing a new Director. Statutorily, Director Wheeler's seat was not considered vacant until either he resigned, or until 180 days following his physical move out of the district service area. Director Wheeler has submitted his resignation, effective at the end of the February 26th 2026 board meeting. The Board of Directors may appoint a new director to fill the vacancy of Director Wheeler's term. The Board appointed an ad hoc committee to direct the board member recruitment and selection process, which consisted of President Vella and Director Cotten.

DISCUSSION:

Staff conducted an outreach campaign to advertise the vacant board member opening. This campaign included:

- Mailing a postcard (December 8, 2025) to every resident in Division 3 (approx. 2,400 homes) notifying them of the opportunity to apply for the positions, and directing them to the District's website;
- Posting the postcard notice at several conspicuous locations throughout the District, including at City Hall, the Belmont Public Library, Starbucks located at 1050 El Camino Real, and the Peet's Coffee located at 1200A El Camino Real;
- Publishing a webpage that provided details on how to apply for the positions, eligibility, benefits, and other information that a prospective Board member may want to know (provided as an attachment); and

- Advertised the opening through the City of Belmont's newsletter and through word of mouth.

Applicants were given through January 20th to submit their application, and through the 20th, twelve applications were received.

The ad hoc committee met on January 21st to review the twelve candidates and selected four to be interviewed. The selected candidates were interviewed by the ad hoc committee on the evening of January 26th, although one candidate was a no-show. Candidates were given 30-minute interview periods and asked the same questions. General Manager Wuelfing sat in on the interviews, and Administrative Services Manager Bell facilitated the process.

On the basis of these interviews, the ad hoc committee is making a recommendation to appoint Neela Patel as the Director for Division 3, effective at the end of this Board meeting. The ad hoc committee will share the key reasons for their recommendation at the February board meeting. Ms. Patel has submitted a letter of acceptance for the position, which is attached. Unfortunately, she had a previously scheduled out-of-town commitment during the February Board meeting, and will not be able to attend.

Attachments: Resolution 2026-04 Appointing Neela Patel to the Board of Directors to Fill the Term of the Vacant Division 3 Position through November 3, 2026
Letter of Acceptance
Board member recruitment webpage

RESOLUTION NO. 2026-04

**APPOINTING NEELA PATEL TO THE BOARD OF DIRECTORS
TO FILL THE TERM OF THE VACANT DIVISION 3 POSITION THROUGH
NOVEMBER 3, 2026**

* * *

MID-PENINSULA WATER DISTRICT

WHEREAS, a vacancy has been created on the Board of Directors by reason of the resignation of Director Kirk Wheeler, effective on February 26, 2026 at the end of the Board meeting; and

WHEREAS, Section 30504 of the California Water Code and Section 1780 of the California Government Code authorize the Board of Directors to fill by appointment a vacancy occurring in the office of Director; and

WHEREAS, the District has posted notices for the time period and in the manner required by law and has published notice in the newspaper that the District is seeking applications from interested and eligible members of the public to fill the Board vacancy; and

WHEREAS, in response to this notification, the District received three applications from qualified candidates; and

WHEREAS, an ad hoc committee of the Board of Directors has reviewed the applications and has interviewed the candidates for the position of Director; and

WHEREAS, having complied with all of the applicable statutory procedures for filling the vacancy, the Board has determined to appoint Neela Patel to fill the vacancy on the Board of Directors.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Mid-Peninsula Water District hereby appoints Neela Patel to the office of Director of the District to fill the vacancy in office created by the resignation of Kirk Wheeler effective on February 26, 2026 at the

end of the MPWD Board meeting, with the understanding that Neela Patel will serve in this capacity until the next general election that is scheduled to take place in November of 2026, as required by Government Code Section 1780.

PASSED AND ADOPTED this 26th day of February 2026, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

PRESIDENT, BOARD OF DIRECTORS
Mid-Peninsula Water District

ATTEST:

DISTRICT SECRETARY

Neela Patel
2712 Monserat Ave
Belmont, CA 94002

Feb 4, 2026

Board of Directors
Mid-Peninsula Water District
1075 Old County Rd
Belmont, CA 94002

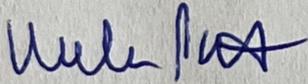
Via email: abell@midpeninsulawater.org

Dear Members of the Board,

It is with pleasure that I write to accept your offer to join the Board of Directors for the Mid-Peninsula Water District. I am grateful for the opportunity to work together to be sure the residents of the district have access to a sustainable and reliable supply of clean water.

I am strongly committed to the mission of the Mid-Peninsula Water District, and to serving the best interests of all our customers.

Sincerely,



Dr. Neela Patel

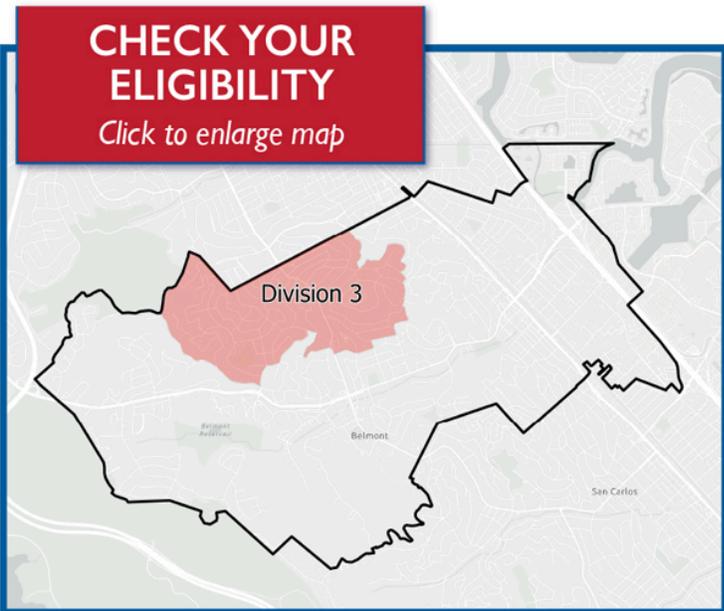
(650) 591-8941

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Join the Mid-Peninsula Water District Board of Directors!

CUSTOMER CONNECT

The Mid-Peninsula Water District (MPWD) is looking for one community member to serve on its Board of Directors (Board). The opening is expected within **Division 3**. Community members must live within this Division area and be a registered voter in order to be eligible to serve as a Board Member. This is a unique opportunity to be a part of the critical role the District plays in providing water services to our community. If you're passionate about water quality, environmental stewardship, and community service, we encourage you to submit an application!



FREQUENTLY ASKED QUESTIONS

How do I apply to join the Board?

All interested candidates should submit an application by Tuesday, January 20, 2026 at 1:00 pm. Applications received after this deadline may not be considered. Applications can be

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the District's Office at 1075 Old County Road, Suite A in Belmont.



CLICK HERE TO APPLY ONLINE



What are the requirements to be a Board Member?

Board Members must reside within the district's boundaries and in one of its **five divisions**, with one Director representing each division. They must also be a registered voter. While experience in areas like water management, engineering, law, finance, or public administration can be helpful, it is not required.

Instead, a passion for community service, a willingness

to learn, and a strong commitment to the District's mission are essential qualities. New Board Members may receive training in governance, financial oversight, ethics, and legal responsibilities, along with an orientation on the District's operations and priorities.

What are the time commitments and expectations for Board Members?

MPWD holds monthly board meetings, typically on the third Thursday of every month at 6:30 pm. The Board does not meet in August, and meetings dates are adjusted in November and December due to the holidays. Occasionally, the Board will be asked to meet for special meetings on dates and times that are agreeable to the Board. Board meetings are typically two to three hours. Board Members may participate in committee meetings, workshops, and occasional community events. Board Members are expected to review agenda packet materials in advance of the meeting so that they can make well-informed decisions. Board Members may also ask staff for additional information or clarification on agenda items and materials in advance of the board meeting. Additionally, Board Members may receive updates from District management and attend relevant training sessions or conferences to stay current on water industry issues.



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MPWD Board of Directors award local student winners from their annual Water Poster contest.

Members are eligible for District medical insurance and receive \$100 per meeting attended. This includes public board meetings, committee meetings, and other events where they are serving as a representative of the District.

How long can appointed Directors serve for?

The Director appointed to the Division 3 seat can serve until November 2026. At that time, the appointed Director may choose to run for election. There are no term limits, and the District has had many Directors serve for 10 or more years in the 95+ years since it was founded.

Why will the Director position be open?

The Director currently serving for Division 3 will be moving out of the service area. It is a requirement that all Board Members live within the District’s service area, specifically within the **division** that they represent.

If Directors are elected, why is this position being appointed?

Members of the Board are elected by registered voters within the service territory of the District. Board elections take place during even-numbered years with three Board Member positions up for election in November 2026 and two positions up for election in November 2028. The term of office for each Board Member is four years (unless appointed or elected to fill a vacancy).

Board vacancies are filled as provided by law whereby the remaining Board Members may fill the vacancy by appointment or by calling an election to fill it. The District will fund any election costs. Persons appointed or elected to fill a vacancy may hold office for the unexpired balance of that term.

What does the Mid-Peninsula Water District do?

The MPWD serves drinking water to the City of Belmont and portions of the Cities of San Carlos and Redwood City, and unincorporated San Mateo County. The mission of the Mid-Peninsula Water District is to deliver a safe, high quality, reliable supply of water for current and future generations in a cost effective, environmentally sensitive and efficient manner. The District

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state-wide water and public works organizations.



What does the Board of Directors do?

MPWD has five elected Board Members, one representing each of five divisions across the service area. The Board of Directors is the governing body responsible for overseeing the District. The Board sets policies and the annual budget and makes key decisions to ensure the District operates effectively and serves the community's needs. Board Members also provide direction to District management, monitor operations, and act as stewards of our public resources, ensuring accountability and transparency to the public. The District has a strong practice of transparency, well beyond the minimum requirements, and has received and maintains a [District Transparency Certificate of Excellence](#) from the [California Special Districts Association](#).

What is an independent special district?

The MPWD is an independent special district. A special district is a local government that provides specialized services to a community, separate from the city or county.

Special districts provide services that are essential to their community's health, safety, economy, and well-being, including fire protection, water supply, electricity, parks and recreation, sanitation, cemeteries, and libraries. The MPWD's mission is to provide water service to the community, and it has been doing so for more than 95 years. While we are independent from the cities and counties, we do work closely with our neighboring agencies to ensure that we are collectively representing the best interests of the communities we all serve.



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webpage is currently in transition. If there are any materials you'd like to see currently missing from this page, please reach out to Alison Bell at abell@midpeninsulawater.org.

I have more questions! Who can I talk to?

We love questions! Please reach out to the Administrative Services Manager, Alison Bell, at abell@midpeninsulawater.org.

| Customer Service | Board of Directors | Organization | Projects | Water Conservation | Resources |
|---|--|--|--|---|---|
| <ul style="list-style-type: none"> • Customer Portal • Paying Your Bill • Start or Stop Service • Rates & Fees • Past Due Bills • Water Quality Tool • Customer Connect • Calendar • Unclaimed Checks • FAQs • Site Search • Site Map | <ul style="list-style-type: none"> • Overview • Board Members • Agendas & Minutes • Finance Committee • MPWD Legislation • Elections | <ul style="list-style-type: none"> • About MPWD • Meet the Staff • Human Resources • Water Quality • Financial Records • Official Documents & Reports • Catalog of Enterprise Systems • Community Outreach • News & Notices | <ul style="list-style-type: none"> • Capital Improvement Program • Bids/RFP/RFQ • Standard Specifications | <ul style="list-style-type: none"> • Overview • Tips & Resources • Rebate Programs • The Water Watch • Report Water Waste • School Education • Water Conservation Reports • Landscape Workshops • Leak Detection | <ul style="list-style-type: none"> • Links • FAQs • Contact Us • Privacy Policy |

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Website Design by JRocket 77 Design & [LIFTOFF Digital](#)



AGENDA ITEM NO. 8.B.

DATE: February 26, 2026
TO: Board of Directors
FROM: Sarah Scheidt, Operations Manager
Alison Bell, Administrative Services Manager
Kat Wuelfing, General Manager

SUBJECT: CONSIDER RESOLUTION 2026-05 AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AGREEMENT WITH INFINITY TECHNOLOGIES OF ROSEVILLE, CA TO PROVIDE INFORMATION TECHNOLOGY SERVICES AS A MANAGED SERVICES PROVIDER FOR \$68,724 PER YEAR FOR A THREE-YEAR PERIOD

RECOMMENDATION

Approve Resolution 2026-05 authorizing the General Manager to execute an agreement with Infinity Technologies (Infinity) for Information Technology (IT) Services as a Managed Services Provider (MSP) for \$68,724 per year for a three-year period.

FISCAL IMPACT

Total services estimate per year: \$68,724; for 3-year contract: \$206,172. The agreement will include options to extend beyond the three-year period. The agreement will also allow for additional "special projects" beyond routine services at additional cost on a task-order basis. Examples of potential special projects include selecting and implementing an alternative phone system and selection, design and installation of AV equipment in the new Dairy Lane Board room.

Monthly Services Breakdown:

- | | |
|--|-------------|
| 1) 24/7 Remote Help Desk & User Support: | |
| · On-Site Support (8 Hours/month) | \$1,200 |
| · Unlimited Help Desk Support | \$2,250 |
| 2) 24/7 System & Security Monitoring | \$111 |
| 3) Cybersecurity Protection | \$966 |
| 4) Backup & Disaster Recovery | \$1,200 |
| 5) Hardware & Software Management | \$ INCLUDED |

| | |
|--|-------------|
| 6) Network & Phone System Support | \$ INCLUDED |
| 7) Patch Management & System Maintenance | \$ INCLUDED |
| 8) Documentation, Reporting & Compliance | \$ INCLUDED |
| 9) Planning Support & Best Practices | \$ INCLUDED |

Total Monthly Cost¹: \$5,727

Our current MSP's monthly costs are highly variable due to their monthly services being provided on an hourly basis. For FY 2025/2026, the District budgeted \$85,000, and billings for IT services over the last several years have ranged from approx. \$52,000 to \$86,000 per year. Comparing similar services, Infinity is expected to be roughly the same cost, if not a lower cost than our existing MSP, and will include additional services such as regular meetings with staff and cybersecurity training.

BACKGROUND

On November 3, 2025, the District issued a Request for Qualifications (RFQ) for a Managed Services Provider to provide comprehensive information technology services. The RFQ was posted onto the District website as well as shared via email with various providers.

A mandatory pre-submittal meeting was held via Zoom on November 13, 2025. During the meeting the details of the RFQ were reviewed and providers were allowed to ask questions. If providers had additional questions, the deadline to submit those was November 17, 2025. All questions and answers were put onto the District website.

The District received four (4) responsive Statements of Qualifications. An evaluation committee reviewed the submittals in accordance with the criteria outlined in the RFQ, including approach, team qualifications and experience, related client experience, references, and cost.

The District currently relies on a Managed Services Provider for all IT operations and does not have dedicated in-house IT staff. The selected provider will function as an extension of District staff and support:

- Onboarding and Transition of services
- Three locations (Dairy Lane, Folger, and Old County Road) and approximately 10 remote equipment sites
- Approximately 26 end users, including office and field staff and Board members
- SCADA-adjacent network communications support
- GIS systems
- Microsoft 365 environment
- Cybersecurity monitoring and endpoint protection
- Disaster recovery and business continuity
- Compliance with California Public Records Act and SB 272 requirements

DISCUSSION

After review and evaluation of the four proposals received, staff determined that Infinity Technologies is the most qualified firm and offers the best overall value to the District. The selection committee interviewed Infinity Technologies on January 208, 2026. MPWD staff conducted standard reference

¹ Infinity is currently reviewing information about our systems and could potentially reduce the cost in the final agreement.

checks, and the references expressed very high levels of confidence in and praise for Infinity Technologies.

Infinity Technologies is a Northern California-based firm. Their client list includes cities, towns, transportation districts, and utility districts, demonstrating familiarity with the regulatory, operational, and cybersecurity needs of public agencies. They are headquartered in Roseville, but have several local Bay Area staff to support on-site needs.

Statement of Qualifications highlights:

- A qualified project team with deep municipal expertise and a focus on public agency clients.
- Demonstrated understanding of MPWD's operational environment and scope.
- Detailed managed services capabilities, cloud and security methodology.
- Proposed compensation and all required forms.

Managed Services Model highlights:

- 24/7/365 help desk and system monitoring
- Cybersecurity monitoring and Endpoint Detection & Response
- Disaster recovery and backup management
- Lifecycle management of hardware and software
- On-site support and structured client communication
- Regular meetings with District staff and support with budgeting and needs-planning
- Emphasis on District-ownership of and access to key accounts
- Agnostic of equipment vendor selection
- Routine on-site cybersecurity training for District staff
- Routine cybersecurity penetration testing
- Knowledge and training on public agency-specific cybersecurity needs and protocols

Staff found Infinity's proposal to be thorough, meeting the RFQ requirements, and well aligned with the District's needs and operations. Their structured communication model, dedicated project management, and experience working with public agencies were viewed and considered strong advantages.

Although not a service specifically requested in the RFQ, it is noted that Infinity Technologies includes a team that provides GIS services as both extension of agency staff and special projects, in addition to its MSP services.

All submitting firms were requested to provide (a) a cost for transition and onboarding to the new firm and (b) a monthly cost for routine services, and (c) rates for special projects. Notably, Infinity is providing the transition and onboarding services at no cost.

Attachments: Resolution 2026-05
 Infinity Technologies Statement of Qualifications excluding Appendices

RESOLUTION 2026-05

AUTHORIZING THE GENERAL MANAGER TO EXECUTE AN AGREEMENT WITH INFINITY TECHNOLOGIES OF ROSEVILLE, CA TO PROVIDE IT SERVICES AS A MANAGED SERVICES PROVIDER FOR \$68,724 PER YEAR FOR A THREE-YEAR PERIOD

* * *

MID-PENINSULA WATER DISTRICT

WHEREAS, the Mid-Peninsula Water District (“District”) relies on secure, reliable, and professionally managed information technology systems to support its operations, cybersecurity, regulatory compliance, and service to the community; and

WHEREAS, the District published a Request for Qualification (“RFQ”) for Managed IT Services on November 3, 2025; and

WHEREAS, the District conducted a mandatory pre-proposal meeting on November 13, 2025, for all firms intending to submit proposals; and

WHEREAS, proposals were due on December 10, 2025, at 12:00 p.m., and the District received four (4) responsive proposals; and

WHEREAS, District staff and an outside trusted colleague evaluated the proposals based on qualifications, experience, technical expertise, service approach, and overall value to the District; and

WHEREAS, following evaluation and review, Infinity Technologies was determined to be the most qualified firm and best suited to provide comprehensive Information Technology Managed Services to the District; and

WHEREAS, Infinity Technologies has demonstrated the experience, capacity, and technical proficiency necessary to provide reliable IT support, cybersecurity services, system maintenance, and strategic technology planning for the District.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Mid-Peninsula Water District hereby authorizes the General Manager to execute an agreement, and any related documents necessary to implement this Resolution on behalf of the District, in a form approved by legal counsel, with Infinity Technologies of Roseville, CA, to provide IT Services as a Managed Services Provider, for \$68,724 per year for a three-year period, with options to extend.

REGULARLY PASSED AND ADOPTED this 26th day of February 2026 by the following

vote:

AYES:

NOES:

ABSTENTIONS:

ABSENCES:

Board President

ATTEST:

District Secretary



MANAGED SERVICES PROVIDER

DECEMBER 2025



INFINITY TECHNOLOGIES

Northern California: 3017 Douglas Boulevard, Ste 300, Roseville, CA 95661

Southern California: 27051 Towne Centre Dr, Suite 120, Lake Forest, CA 92610

www.inftechnologies.com

SECTION 0 – COVER LETTER

December 10, 2025

Mid-Peninsula Water District
1075 Old County Road, Suite A
Belmont, CA 94002

RE: STATEMENT OF QUALIFICATIONS | MANAGED SERVICES PROVIDER RFQ

Dear Selection Committee Members:

Infinity Technologies is pleased to submit our Statement of Qualifications (SOQ) to provide Comprehensive Managed IT Services to the Mid-Peninsula Water District (MPWD). As a Northern California-based firm with nearly two decades of experience supporting municipal and special district operations, we deliver a proven, compliant, and security-focused managed services model aligned with MPWD's priorities.

SOQ highlights

- A qualified project team with deep municipal expertise.
- Demonstrated understanding of MPWD's operational environment and scope.
- Detailed managed services capabilities, cloud and security methodology.
- Proposed compensation and all required forms.

Qualifications & Municipal Expertise

For over 20 years, Infinity Technologies has served public agencies across Northern California—including the Cities of Belmont and Half Moon Bay, Town of Atherton, North Tahoe Public Utilities District, Tahoe Transportation District, Town of Truckee, and others—with services such as:

- Fully managed IT services and help desk.
- Network administration and system lifecycle management.
- Cloud migrations (Azure, AWS, M365).
- Cybersecurity monitoring, EDR deployment, and compliance.
- SCADA-adjacent network support.
- Disaster recovery, business continuity, and policy development.
- GIS Support (system integrations, automation, application development).

Understanding of MPWD's Required Services

We recognize MPWD's need for a Managed Services Provider to:

- Seamlessly assume management of all IT systems, including secure transfer of credentials, assets, and hosted services (Discipline A).



- Provide comprehensive monthly managed services, including 24/7 monitoring, cybersecurity protection, help desk, onsite support, patching, account management, documentation, and lifecycle planning (Discipline B).
- Deliver responsive, well-documented on-call engineering and project services through a Task-Order process (Discipline C).

Project Team Information

| Legal Name | Legal Form | Northern CA Headquarters |
|-----------------------|-------------|--|
| Infinity Technologies | Corporation | 30017 Douglas Blvd., #300 Roseville, CA 95661 |

Our SOQ outlines how our operational model, tools, and staffing will enable us to function as an extension of MPWD’s team—enhancing reliability, improving security posture, and strengthening long-term infrastructure sustainability.

Commitment to Excellence, Compliance & Contract Acceptance

Infinity Technologies takes no exceptions to MPWD’s Professional Services Agreement and confirms full compliance with all insurance, security, confidentiality, and data protection requirements. This proposal is submitted as a firm offer and will remain valid for 180 days. We also acknowledge receipt of Addendum No. 1 and Addendum No. 2, both dated November 19, 2025.

Project Manager

The Project Manager and primary point of contact for all technical matters and day-to-day progress will be:

Rob Guthertz

Phone: (916) 259-5483

Email: rguthertz@inftechnologies.com

Office: 3017 Douglas Blvd., #300, Roseville, CA 95661

As President and CEO of Infinity Technologies, I am authorized to negotiate on the firm’s behalf and will provide direct oversight to ensure our services align with MPWD’s priorities. We welcome the opportunity to partner with you, bringing our public-sector expertise, cloud transformation capabilities, and commitment to secure, reliable, and compliant IT operations. Thank you for your consideration, we look forward to the next steps in the selection process.

Sincerely,



Mohammad Ahmed

Infinity Technologies

President and CEO

Phone: (916) 273-4662 | Email: mahmed@inftechnologies.com



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SECTION 1 - APPROACH

What Sets Infinity Technologies Apart

Founded in 2007 within Interwest Consulting Group and established as an independent firm in 2021, Infinity Technologies has grown into one of California’s leading providers of managed IT and GIS services for public agencies. Our roots are in local government, and our reputation for dependable, high-quality service has allowed us to expand our capabilities, client base, and statewide presence.

Today, more than 100 organizations across California—including cities, special districts, counties, nonprofits, healthcare providers, and educational institutions—trust our team of 80+ professionals to deliver secure, modern, and adaptable technology solutions. We focus on strengthening day-to-day operations while positioning agencies for long-term digital resilience.

Comprehensive Managed IT & GIS Services

Infinity Technologies provides integrated IT and GIS solutions that ensure secure, reliable, and compliant operations for public agencies.

| Information Technology | Geographic Information Systems |
|--|---|
| <ul style="list-style-type: none"> ▪ 24/7/365 Help Desk & SOC Monitoring ▪ Cyber Security and Compliance ▪ Infrastructure Management ▪ Email/Mobile Device Administration ▪ Cloud Solutions ▪ Backup & Disaster Recovery Readiness ▪ Policy Development & Incident Response | <ul style="list-style-type: none"> ▪ Enterprise GIS Program Support ▪ ArcGIS Enterprise Implementation and Upgrades ▪ Data Management & Maintenance ▪ Emergency Management & Operations Support ▪ Mapping & Visualization Services ▪ Asset Management & Workflows ▪ Training, Documentation, & Capacity Building |

Experience Serving California Government Agencies

We specialize in supporting local government and special districts, with deep municipal expertise across California. Our proven track record includes work with public agencies including the Town of Atherton, City of Half Moon Bay, First 5 California, Placer Mosquito Vector Control District, and Tahoe Transportation District.

These long-standing partnerships demonstrate our ability to navigate the operational, regulatory, and security needs unique to public-sector agencies.

Credentials, Qualifications , & Staff Readiness

Our team blends public-sector experience with industry-recognized certifications, including:

- CISSP, CompTIA Security+, ITIL, PMP
- Microsoft Azure/365, Cisco CCNA/Enterprise, VMware
- Esri ArcGIS Enterprise and Desktop certifications

All staff undergo background checks and training in cybersecurity, sensitive data handling, incident response, and California public records requirements—ensuring operational integrity and readiness to support agency workloads.

Geographic Coverage & Responsiveness

- Statewide service with locally-based teams.
- 24/7/365 remote support and monitoring.
- Scheduled onsite presence tailored to operational needs.
- Experience supporting procurement, compliance, board reporting, and regulatory requirements.

Demonstrated Results

- **Modernized Infrastructure:** Successfully transitioned multiple agencies from legacy on-premises systems to secure, efficient cloud environments—improving scalability, resilience, and cost efficiency.
- **Strengthened Cybersecurity:** Designed and implemented comprehensive cybersecurity programs for more than 45 public agencies, significantly reducing exposure to phishing, ransomware, and credential theft.
- **Delivered Strategic IT Roadmaps:** Developed and executed modernization strategies that enhanced system reliability, minimized operational risk, and extended the lifecycle of critical technology assets.

Why Agencies Choose Infinity Technologies

- **Deep Public-Sector Expertise**
Over 17 years serving California cities and districts with methodologies aligned to NIST CSF and CIS Controls.
- **Operational Transparency**
Clear Service Level Agreements (SLA), executive dashboards, monthly reporting, provide measurable performance metrics and accountability at every stage.
- **Resilience & Security**
Tested disaster recovery strategies, ransomware protections, and continuity planning ensure agencies remain operational during real-world disruptions.
- **Scalable, Sustainable Services**
Flexible support models designed to grow with agency needs.

Our Commitment

Infinity Technologies delivers secure, reliable, and future-ready IT services without reliance on subconsultants. Our long-standing partnerships with California public agencies demonstrate integrity, service excellence, and operational trust.

Infinity Technologies' portfolio of work with cities and special districts across California demonstrates our proven ability to meet the specialized requirements of local government agencies. Through these engagements, we consistently deliver results that reduce risk, strengthen resilience, and extend the value of technology investments—ensuring secure, reliable, and future-ready IT environments.

Approach to Serving Local Government Agencies and Special District/Utilities

Infinity Technologies takes a partnership-driven approach to supporting local government agencies and special district/utilities. We operate as an extension of staff—prioritizing reliability, security, transparency, and regulatory compliance to ensure mission-critical operations remain uninterrupted. Our team is experienced in environments where:

- Continuity of operations is essential.
- Public records requirements must be met.
- SCADA-adjacent networks demand secure connectivity.
- GIS accuracy and data integrity are critical.

Guiding Principles

Our approach to serving local government agencies and special district/utilities is anchored in four guiding principles—Transparency, Reliability, Security, and Accountability. Each principle is reinforced by proven practices to ensure consistent performance, fiscal responsibility, and operational resilience.

1. Transparency – Clarity in Every Engagement

- Clear delineation of in-scope services versus additional work.
- Tiered hourly rates for supplemental services.
- Detailed monthly billing with full line-item visibility.
- Annual IT cost forecasts covering lifecycle refreshes, license renewals, and future needs.

2. Reliability – Dependable Service

- Dedicated on-site IT Site Lead with flexible hour allocation offered in two options for MPWD (detailed in the Cost Proposal).
- 24/7 helpdesk, proactive monitoring, and emergency response.
- Structured service framework with defined SLA.
- Regular service reviews and coordination meetings to align with MPWD priorities.

3. Security – Safeguarding Systems and Data

- **Layered defense strategy:** advanced endpoint protection (EDR), extended detection and response (XDR) capabilities, secure domain filtering, and multi-factor authentication (MFA).
- Cybersecurity awareness training and phishing simulations for staff.
- Continuous monitoring with annual third-party penetration testing.
- Centralized reporting of incidents and metrics for assurance.

4. Accountability & Planning – Governance You Can Trust

- Formal IT policies, disaster recovery, and business continuity planning.
- Forecasting of technology lifecycles and resource requirements.
- Project timelines with milestones tracked through professional management tools.
- Monthly management reports covering helpdesk metrics, uptime, security events, and performance.

Approach to Cloud Migration and Modernization

Infinity Technologies uses a clear, secure, and customized approach to help organizations move to the cloud and modernize their systems. Our process is designed to protect data, minimize disruption, and deliver lasting improvements.

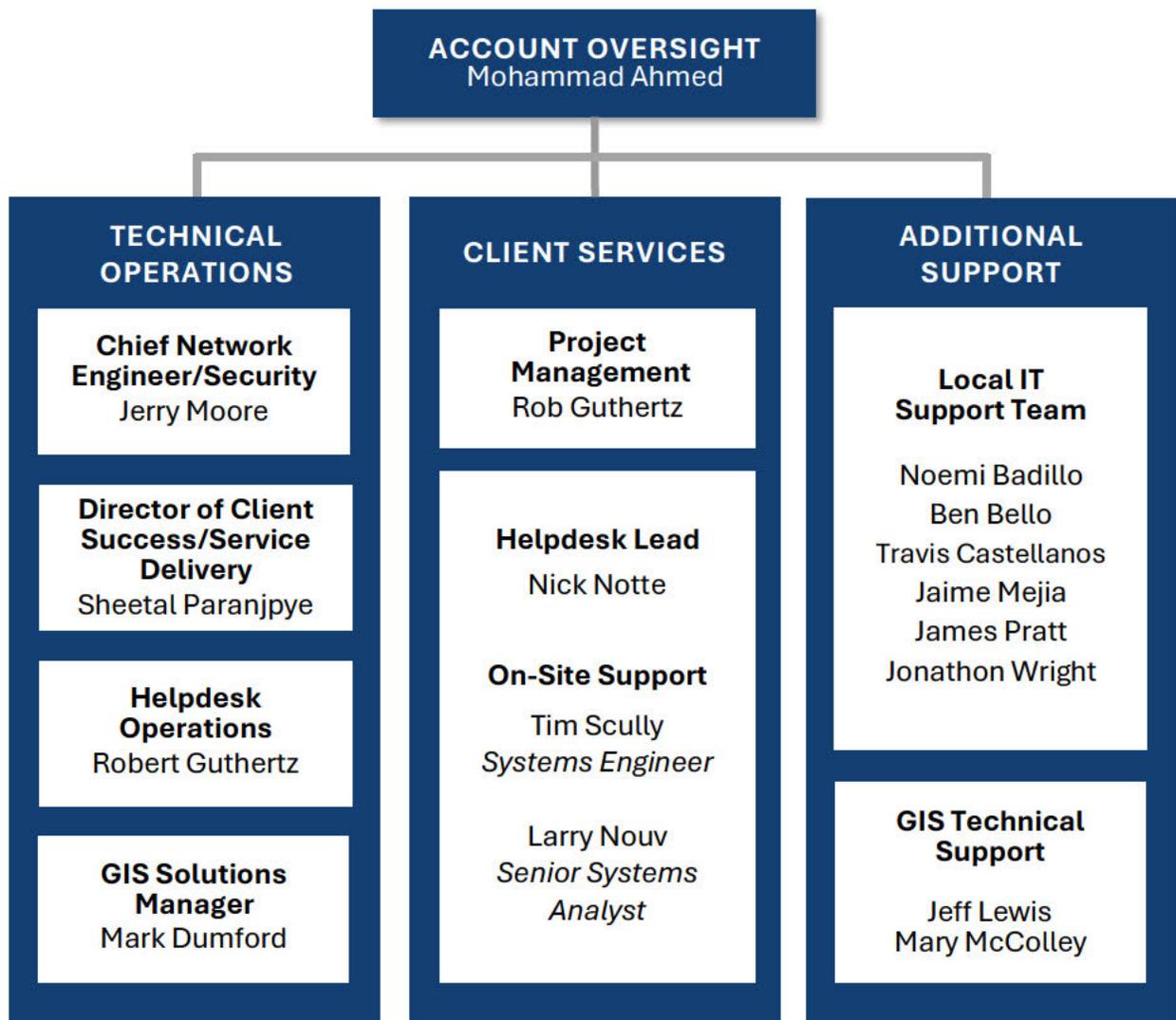
1. **Assessment** – We start with a thorough review of current infrastructure, applications, systems, and data connections.
2. **Phased Migration Plan** – We create a step-by-step plan that ensures service continuity, safeguards information, and aligns with your organizational goals.
3. **Implementation** – Using trusted platforms like Microsoft Azure, AWS, and cloud-based GIS, we strengthen resilience, reduce risks from on-premises systems, and improve access for both office and field staff.
4. **Security Controls** – We apply strong protections such as MFA, identity management, encryption, and verified backups to keep systems and data safe.
5. **Stakeholder Coordination** – We work closely with stakeholders throughout the process to minimize downtime and ensure a smooth transition.
6. **Post-Migration Support** – After migration, we provide ongoing monitoring, optimization, and user support to maintain performance over the long term.

SECTION 2 – TEAM QUALIFICATIONS & EXPERIENCE

A. Organizational Chart

Infinity Technologies provides a highly skilled team with deep experience in municipal cybersecurity, network management, IT infrastructure assessment, 24/7 helpdesk support, and strategic technology planning. Our work with public agencies across Northern California has built a strong understanding of government IT requirements and consistent compliance with security standards.

Our team will operate as an extension of MPWD staff, delivering reliable, secure, and responsive IT services tailored to the needs of local governments and special districts. This model ensures agencies receive both the technical depth and the seamless day-to-day support needed for effective operations. The following Organizational Chart outlines the proposed team structure, roles, and reporting relationships.



Infinity Technologies provides a dedicated team equipped to deliver strategic leadership, technical depth, and responsive support aligned with MPWD’s objectives.

Our professionals hold industry-recognized certifications in networking, cybersecurity, cloud platforms, and IT service management (CISSP, CISM, Microsoft Azure, AWS, ITIL), and bring practical experience in government IT compliance, disaster recovery planning, and secure cloud transformation. With a proven record supporting cities and utilities across California, the team offers the expertise and public-sector awareness needed for reliable, secure IT operations.

B. Resumes

Resumes of key personnel are included in the appendix. Any changes to the proposed staffing will require prior written approval from the District.

C. & D. Firm Overview

Infinity Technologies has operated for more than four years as a California corporation dedicated to serving public agencies and special districts. As a mid-sized firm with offices in Roseville and Lake Forest, we employ more than 80 professionals, including the 7 experienced staff members who are designated for MPWD and supported by our broader bench of engineers and technicians.

Our team brings deep capabilities in municipal cybersecurity, network administration, IT infrastructure assessment, 24/7 helpdesk operations, and strategic IT planning—functioning as an integrated extension of MPWD’s staff.

E. Financial Qualifications

Infinity Technologies has the financial strength, resources, and capacity to fully support and complete the Agreement. In accordance with the RFP, we have included audited Income Statements and Balance Sheets for the past three fiscal years, prepared under GAAP and audited by an independent CPA.

Because these materials contain sensitive financial information, they are submitted as exempt from disclosure under the California Public Records Act (CPRA). To comply with the RFP’s confidentiality requirements, we have provided:

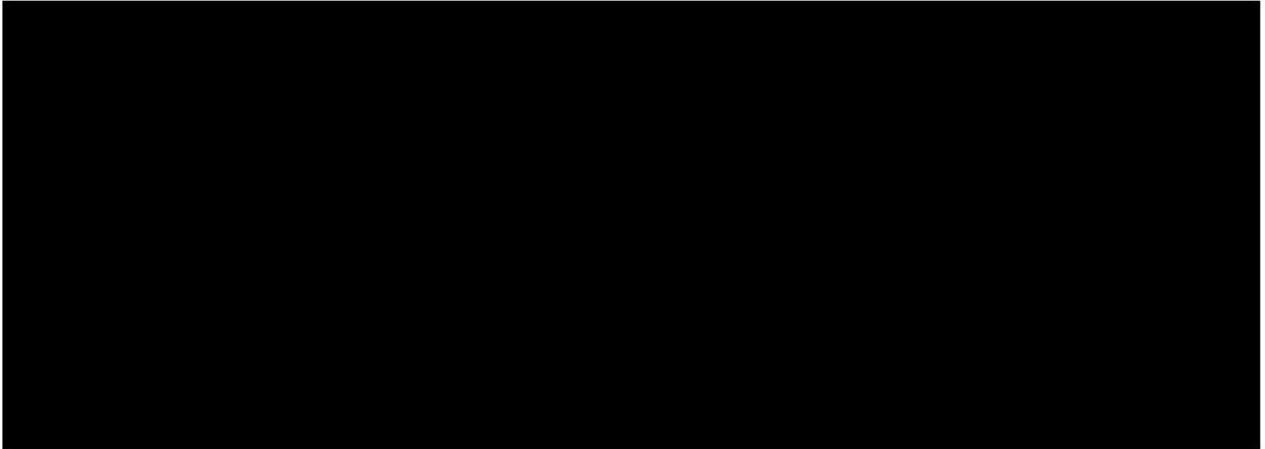
- 1) **Unredacted SOQ (Confidential):** Full version with confidential financial information clearly marked “Confidential – CPRA Exempt.”
- 2) **Redacted SOQ:** Public-release version with all confidential content removed.
- 3) **Confidentiality Index:** A separate index identifying the location of each confidential item and the basis for CPRA exemption.

Infinity Technologies respectfully requests that the City withhold this exempt information in accordance with CPRA provisions. *These confidential documents are provided in the pages that follow.*

Infinity Technologies

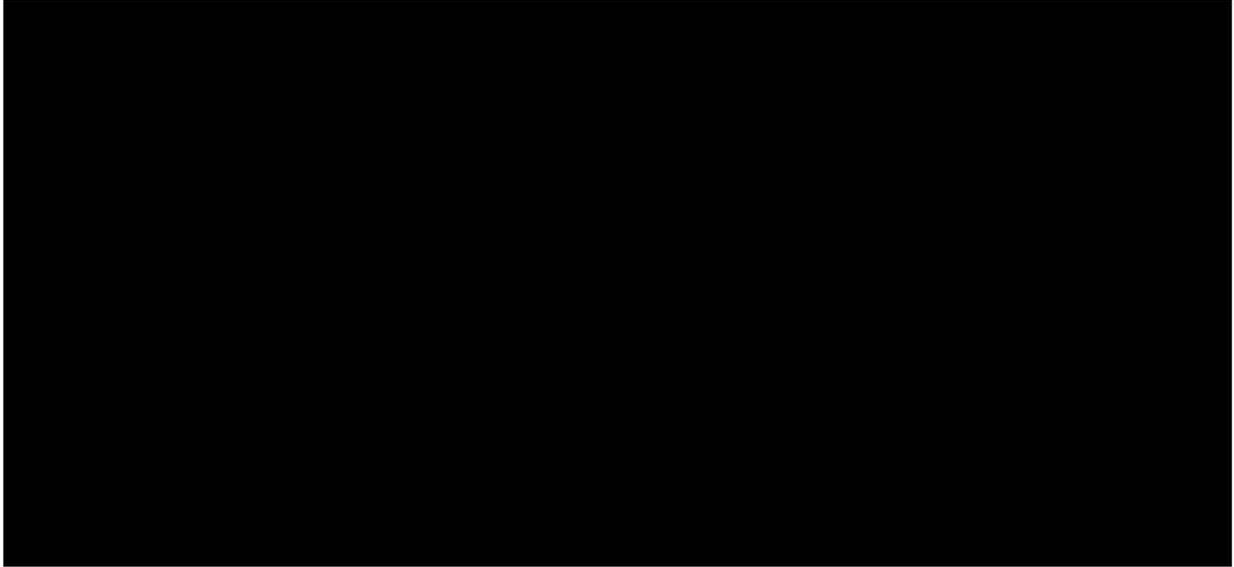
Profit and Loss

January 2022 - December 2024



Confidential - CPRA Exempt

Balance Sheet
Infinity Technologies
3-Year (Jan 1, 2022 - Dec 31, 2024)



Confidential - CPRA Exempt

F. Accounting System

Infinity Technologies utilizes a modern accounting and financial management platform that delivers real-time visibility into project performance, cost tracking, labor utilization, and invoicing. The system supports automated workflows, digital audit trails, user-level permissions, and standardized reporting—ensuring accuracy, consistency, and compliance with public agency requirements.

With more than two decades of experience supporting California cities, counties, and special districts, Infinity Technologies is fully aligned with municipal documentation, reimbursement, audit, and reporting standards. Our team routinely manages time-and-materials, fixed-fee, and multi-phase engagements, producing invoices and supporting documentation in formats commonly required by public agencies.

Infinity employs layered financial controls to ensure accuracy, transparency, and audit readiness:

- Role-based approvals for timekeeping, expenses, and billing.
- Automated error and variance checks prior to invoice generation.
- Reconciliation of labor hours to project budgets and contract terms.
- Separation of duties between project management, accounting, and executive oversight.
- Documented accounting procedures with digital audit records.
- Internal monthly financial reviews to verify compliance and accuracy.

These measures guarantee that all invoices are precise, transparent, and fully traceable to contract deliverables and supporting documentation.

G. Experience Supporting Municipal/Utility Agencies

Infinity Technologies provides comprehensive managed IT services to multiple municipal and utility agencies across California, delivering integrated support that spans infrastructure, cybersecurity, cloud environments, and enterprise applications—including ESRI ArcGIS Pro, ArcMap/ArcGIS Desktop, ArcGIS Enterprise, and ArcGIS Online.

Because Infinity also delivers GIS professional services, our team has a firsthand understanding of how GIS workloads rely on properly configured systems, secure environments, and responsive IT support. This combined expertise ensures seamless coordination between IT operations and GIS program requirements.

ESRI GIS Software Support & Technical Expertise

Infinity Technologies provides end-to-end support for ESRI GIS platforms used by water districts and municipal agencies, ensuring high availability, performance, and integration with operational systems.

Key Capabilities:

- Administration and troubleshooting of ArcGIS Pro, ArcMap/Desktop, ArcGIS Enterprise, and Portal/AGOL integrations.
- Workstation optimization for GIS workloads, including GPU-enabled configurations.
- Licensing, extensions, version upgrades, and interoperability with permitting, asset management, and utility systems.

Cloud Transition & Modernization

Infinity Technologies has successfully guided municipal and utility clients through cloud migrations, creating scalable, flexible, and cost-effective environments. Our approach ensures continuity of service while modernizing legacy systems.

Key Capabilities:

- Successful migrations to Microsoft Azure and hybrid cloud architectures.
- Deployment of cloud-based virtual desktops, storage, backup, and remote access for resilience and scalability.
- Modernization of legacy systems and data workflows to support cloud-ready operations.

Cybersecurity Solutions for Critical Infrastructure

Infinity Technologies employs a layered security approach tailored to the needs of municipal and utility clients, protecting sensitive operational systems and regulatory data.

Key Capabilities:

- Deployment and management of anti-phishing and anti-malware platforms, including next-generation endpoint protection (e.g., SentinelOne).
- Implementation of MFA and secure password management solutions aligned with National Institute of Standards and Technology (NIST) and Center for Internet Security (CIS) best practices.
- Establishment of comprehensive security event logging with Security Information and Event Management (SIEM) platforms to support monitoring, compliance, and incident response.

Core IT Operations for Municipal and Utility Agencies

Infinity provides full lifecycle IT management to ensure stable, secure, and efficient operations for critical public services.

Key Capabilities:

- PC deployment & refresh programs, including imaging, patching, and automated configurations.
- Phone/VoIP systems implementation and ongoing support for unified communications.
- Onboarding & offboarding processes with secure account provisioning and access control.
- Software subscription management, including licensing, renewals, compliance tracking, and vendor oversight.

Supervisory Control and Data Acquisition (SCADA) Environment Support

Infinity Technologies has extensive experience supporting SCADA systems for public agencies. We combine technical expertise with cybersecurity practices aligned to NIST and CISA standards to safeguard critical infrastructure, ensure smooth operations, and maintain audit readiness.

As a managed service provider, we handle daily SCADA IT operations in close partnership with MPWD leadership, system vendors, and regulators. Our services include monitoring, cybersecurity protections, incident response, and continuity planning—reducing risk and strengthening resilience.

Our collaborative model lets District leadership keep strategic oversight while we manage technical tasks, compliance, and audit preparation. We streamline communication with vendors and provide regulators with the documentation they need. The result: lower risk, stronger compliance, and confidence that SCADA systems remain secure, reliable, and future-ready.

Infinity Technologies applies a structured, security-first approach to SCADA support—prioritizing integrity, regulatory alignment, and proactive risk management across all services.

| Area | Key Activities |
|--|---|
| System Monitoring & Maintenance | <ul style="list-style-type: none"> • 24/7 monitoring of SCADA servers, endpoints, and network segments. • Deployment of vendor-approved patches and firmware with minimal disruption. |
| Network Security & Segmentation | <ul style="list-style-type: none"> • Logical separation of SCADA and business IT environments. • Implementation of firewalls, IDS/IPS, and secure remote access protocols. |
| Incident Response (IR) & Recovery | <ul style="list-style-type: none"> • Integration of SCADA into District’s IR Plan. • Facilitation of tabletop exercises and recovery testing. |
| Compliance & Audit Readiness | <ul style="list-style-type: none"> • Alignment with NIST CSF, SP 800-53, and CISA guidance. • Preparation of audit documentation, logs, and regulatory reports. |
| Backup & Continuity | <ul style="list-style-type: none"> • Secure backup of SCADA configurations and data. • Routine restoration testing to validate continuity. |
| Vulnerability Management | <ul style="list-style-type: none"> • Scheduled assessments of SCADA hardware/software. • Internal and external penetration testing. |
| Operator Support & Training | <ul style="list-style-type: none"> • Technical support for SCADA operators and administrators. • Cybersecurity awareness training tailored to SCADA risks. |

A Proven Track Record in Municipal IT

Infinity Technologies has successfully partnered with cities, utilities, and special districts across California. Our experience in municipal and utility environments demonstrates the ability to meet complex local government technology demands—delivering secure, reliable, and compliant IT operations.

Representative Clients Include:

- 1) City of Half Moon Bay
- 2) Town of Atherton (IT/GIS)
- 3) North Tahoe Public Utilities District
- 4) Town of Truckee
- 5) Placer Mosquito Vector Control District
- 6) Tahoe Transportation District
- 7) First 5 California
- 8) San Joaquin Regional Rail Commission
- 9) Stanislaus Council of Governments
- 10) Stanislaus Regional Transit Authority
- 11) City of Bell (IT/GIS)
- 12) City of Eastvale (IT/GIS)
- 13) City of Pico Rivera (IT/GIS)
- 14) City of Wildomar (IT/GIS)
- 15) City of Laguna Niguel (IT/GIS)
- 16) City of San Juan Capistrano (IT/GIS)
- 17) City of Paramount
- 18) City of Signal Hill
- 19) City of La Mirada
- 20) City of La Palma
- 21) City of Lakewood
- 22) City of Rancho Santa Margarita
- 23) City of Stanton
- 24) City of Westminster
- 25) City of Downey
- 26) City of Westminster
- 27) San Bernardino County Transportation Authority
- 28) Valley Sanitary District

H. Staffing & Support

Help Desk & Cybersecurity Staffing Capabilities

Infinity Technologies maintains a fully staffed, California-based 24/7/365 help desk and cybersecurity team supporting municipal and utility environments. Our technicians, engineers, and analysts hold industry-recognized certifications—including CompTIA Security+, CCNA/CCNP, Microsoft Azure/M365, CISSP/CISM, ITIL, and ESRI ArcGIS—ensuring adherence to best practices in service management and cybersecurity.

Seamless Integration with MPWD Staff

Our team operates as an extension of MPWD’s workforce, aligning with existing workflows, departmental roles, and communication expectations. We integrate through:

- A designated primary point of contact for daily coordination.
- Shared ticketing and change management processes.
- Regular knowledge transfer and documentation.
- Collaboration with designated MPWD staff and departments.

This approach maintains continuity, will support MPWD’s operational culture, and ensures consistent, high-quality service delivery.

Client Communication Approach

Infinity employs a structured and transparent communication model tailored to public agencies:

- Dedicated Project Manager overseeing service delivery and escalation.
- Regular meetings for updates, performance metrics, and planning.
- 24/7 availability for urgent issues, with escalation protocols to ensure rapid response.
- Proactive notifications for security issues, outages, and maintenance.
- Regular reporting summarizing trends, cybersecurity posture, and system health.

Infinity Technologies combines certified expertise, collaborative integration, and proactive communication to deliver a high level of service tailored to public agencies. Our proven model will ensure MPWD receives responsive support, strengthened cybersecurity, and a trusted partner committed to operational excellence.

I. Systems & Tools

Help Desk, Remote Monitoring & Management (RMM), and Network Monitoring Systems

Infinity Technologies leverages a suite of proven, enterprise-grade platforms to deliver reliable, proactive IT support for municipal and utility clients:

- **Mojo Helpdesk:** A cloud-based IT Service Management (ITSM) platform streamlining support with centralized service requests, automated workflows, and real-time ticket tracking enabling fast, efficient, and user-friendly issue resolution.
- **Pulseway Real-Time RMM:** *Pulseway* provides 24/7 real-time monitoring, automation, and remote management across all IT systems. Its proactive alerting, automated patching, asset inventory, and rapid remote remediation allow our team to identify and resolve issues before users are impacted—ensuring reliable performance, strong security, and consistent operational uptime.

Cloud Migration & Environment Management

Infinity Technologies employs structured, best-practice methodologies to support cloud transitions and ongoing cloud operations. We have successfully migrated numerous public-sector clients to *Microsoft Azure*, often leveraging their existing *Office 365* subscription to reduce costs and streamline identity management. Our approach mimics the client's current environment in the cloud, allowing legacy on-premises systems to be retired safely. We also optimize cloud workloads to ensure resources scale automatically—running only when needed to avoid unnecessary charges.

Anti-Phishing, Anti-Malware & Endpoint Security (EDR)

Infinity deploys layered cybersecurity protections aligned with NIST and CIS best practices to safeguard District systems and users:

- **Anti-Phishing & Anti-Malware:** Infinity Technologies deploys *Proofpoint* to provide advanced email filtering, threat detection, and anti-phishing protection—blocking malicious messages, impersonation attempts, and malware before they reach users.

- **Endpoint Detection & Response (EDR):** We also utilize *SentinelOne*, a next-generation EDR platform that uses AI-driven behavioral analysis to quickly detect, isolate, and remediate threats across all endpoints, ensuring comprehensive device protection.

Log Management & SIEM Capabilities

To support compliance, incident response, and continuous monitoring, Infinity Technologies leverages *BlackPoint Cyber* to provide:

- **Log Management:** Centralized log collection and retention to ensure audit readiness and enable forensic investigations.
- **SIEM Capabilities:** Cloud-based real-time threat correlation, alerting, and security analytics to strengthen detection and response.

Password Management & Multi-Factor Authentication (MFA)

Infinity implements enterprise password security programs including:

- **Password Management System:** Secure, role-based credential vaults that support privileged access controls, rotation policies, and auditing.
- **MFA Capability:** District-wide deployment of MFA for *Microsoft 365*, Virtual Private Network (VPN), administrative accounts, and cloud services, aligned with NIST 800-63 and CIS standards.

Software License Management (SLM) & Software as a Service (SaaS) Subscription Oversight

Infinity provides centralized management of MPWD's software subscriptions to ensure compliance, cost optimization, and visibility:

- **SLM/SaaS Tools:** Asset and subscription tracking through our ITSM platform, RMM inventory, and vendor dashboards for *Microsoft*, *ESRI*, *Adobe*, and industry-specific applications.
- **Key Processes:** Renewal tracking, license reconciliation, usage monitoring, cost analysis, and vendor coordination.

Infinity Technologies uses industry-leading tools and structured processes to deliver comprehensive IT operations, cybersecurity, and cloud management. These platforms enable proactive monitoring, strong security controls, efficient service delivery, and clear visibility into MPWD's software, systems, and infrastructure—ensuring a secure, reliable, and optimized IT environment.

J. Security Expertise

Infinity Technologies brings substantial cybersecurity expertise supporting municipal and utility agencies, including water districts. Our team has successfully deployed modern security solutions—such as next-generation EDR platforms (e.g., *SentinelOne*, *BlackPoint Cyber*)—to protect against evolving threats and safeguard critical infrastructure.

We apply a layered security model aligned with NIST and CISA frameworks, integrating anti-phishing and anti-malware protections, SIEM-based log management, secure password policies with MFA, and proactive vulnerability assessments.

Water System-Specific Capabilities

- Specialized monitoring and segmentation tools to protect SCADA environments and separate operational technology (OT) from business IT networks.
- Backup and continuity planning specific to water system configurations, ensuring resilience and rapid recovery.

K. Cloud Migration Plan

Infinity Technologies takes a structured, security-first approach to transitioning networks and applications into modern cloud environments. We have successfully migrated municipal and utility clients to platforms such as *Microsoft Azure*, *AWS*, and *Google Cloud*, enabling scalable, flexible, and cost-effective operations. Our approach includes:

- **Assessment & Planning:** Evaluate current systems, identify legacy dependencies, and design a migration roadmap.
- **Secure Migration:** Protect data integrity with encryption, access controls, and compliance with NIST/CISA standards.
- **Compatibility & Continuity:** Modernize legacy applications while ensuring interoperability and minimal downtime.
- **Cost Management:** Optimize cloud resources and licensing to balance performance with budget efficiency.
- **Ongoing Support:** Provide monitoring, backup, and proactive management to ensure resilience and reliability.

The result is a seamless transition to a secure, cloud-based environment that reduces risk, improves scalability, and supports long-term operational goals.

L. Compliance with California Public Records Act and SB272

Infinity Technologies follows a structured, compliance-driven approach to documenting and cataloging enterprise systems in alignment with California Senate Bill 272 requirements. Our methodology ensures transparency, accountability, and consistency across both on-premises and cloud environments.

- **Enterprise System Inventory:** Maintain a centralized catalog of all enterprise applications, databases, and platforms, including system purpose, vendor, and data elements collected.
- **On-Premises & Cloud Documentation:** Apply uniform standards to catalog systems hosted locally and in cloud platforms (e.g., *Microsoft Azure*, *AWS*, *Google Cloud*), ensuring complete visibility across environments.
- **Governance & Updates:** Conduct scheduled reviews and updates to keep the catalog current, aligned with SB 272 mandates, and audit-ready.

M. Approach to Scope of Services

Work Plan & Approach to Discipline A: Onboarding & Transition

Infinity Technologies will deliver a smooth, no-cost transition of IT operations within 30 days, ensuring continuity, security, and a stable foundation for long-term support. Our approach emphasizes service reliability, transparency, and data integrity throughout the process.

Key Transition Elements

- 1) **Structured 30-Day Transition** – Phased handover that protects data, maintains service continuity, and ensures full operational readiness.
- 2) **Collaboration with Current Provider** – Coordinated transfer of credentials, documentation, and administrative access for a seamless handoff.
- 3) **Discovery & Documentation Recovery** - Comprehensive review of IT environment; reconstruction of missing diagrams and records through audits and system discovery.
- 4) **Data & Access Protection** – Full system backups, integrity checks, and secure credential transfer to safeguard critical information.
- 5) **Phased Handover** – Transition begins with discovery and backups, followed by system access transfers, concluding with Infinity assuming full responsibility by Day 30.
- 6) **Stabilization & 90-Day Assessment** – Daily support and monitoring post-transition; delivery of an IT Assessment Report within 90 days to guide modernization.

Work Plan & Approach to Discipline B: Fixed Monthly IT Services

Infinity Technologies will deliver comprehensive, proactive IT services to MPWD through a structured monthly support model. Our approach emphasizes reliability, security, and transparency—ensuring critical systems remain operational, staff receive responsive support, and the District benefits from best-practice IT management tailored to its unique needs. Our ongoing support model is outlined in this next section.

Task 1. 24/7 Remote Help Desk & On-Site Support

We provide responsive, tiered support to keep staff productive and connected.

- Assistance for office and field users.
- Ticketing system to track requests and response times.
- Regular on-site visits for hands-on support and issue resolution.

Task 2. 24/7 System & Security Monitoring

Continuous monitoring to ensure uninterrupted operations and rapid threat response.

- Servers, applications, networks, and cloud environments monitored around the clock.
- Real-time detection and response to phishing, malware, and ransomware.
- ISP and VPN connectivity monitoring between District sites.

Task 3. Cybersecurity Protection

Layered safeguards to protect critical infrastructure and sensitive data.

- Antivirus, anti-phishing, and advanced threat protections.
- Endpoint Detection & Response (EDR) for water systems and sensitive data.
- Secure password policies and MFA.

Task 4. Backup & Disaster Recovery

Resilience through reliable backups and recovery testing.

- Management of backup systems, including on-site Network Area Storage.
- Routine recovery testing to validate data integrity and continuity.

Task 5. Hardware & Software Management

Lifecycle management of District technology assets.

- Procurement, configuration, deployment, refresh, and retirement of devices
- Server and network equipment upgrades under refresh plans.
- User account administration for onboarding/offboarding and access changes.
- Software licensing, renewals, and subscription compliance

Task 6. Network & Phone System Support

Reliable connectivity and communication systems.

- Maintenance and troubleshooting of network equipment.
- Office phone system support, including extensions, call routing, and voicemail.

Task 7. Patch Management & System Maintenance

Proactive updates to maintain security and performance.

- Deployment of operating system and application updates.
- Monthly compliance reporting and system health summaries.

Task 8. Documentation, Reporting, & Compliance

Transparency and alignment with regulatory requirements.

- Accurate documentation of systems, networks, and software.
- Asset, warranty, license, and enterprise system tracking per California SB 272.
- Monthly reports covering help desk activity, monitoring results, updates, and renewals.

Task 9. Planning Support & Best Practices

Strategic guidance for long-term IT success.

- Annual IT budget planning and hardware lifecycle forecasting.
- Recommendations aligned with industry standards, public-agency regulations, and cybersecurity best practices.

This work plan ensures the District receives consistent, secure, and reliable IT operations, supported by proactive monitoring, disciplined maintenance, strong cybersecurity controls, and responsive user support. Infinity Technologies will function as a seamless extension of District staff, enabling stable day-to-day operations and long-term technology resilience.

Work Plan & Approach to Discipline C: On-Call Services

Infinity Technologies will provide on-call IT services for special projects, emerging needs, and unplanned initiatives outside the scope of routine monthly support. These services may include technical engineering, project management, advanced troubleshooting, and additional on-site support as requested by the District.

Examples of On-Call / Special Project Services Include:

- Major office relocations or facility transitions (e.g., future office move).
- Major network redesigns, hardware refreshes, and infrastructure overhaul.
- Deployment of new business systems, phones/VoIP upgrades, or Wi-Fi expansions that will require additional staffing.
- Major audits and business continuity improvements.
- Emergency on-site response for system outages or critical incidents.

These services will be delivered through a structured Task Order process to ensure transparency, cost control, and alignment with District priorities.

N. Task Order Experience (In Relation to Discipline C)

Quality Assurance

Infinity Technologies ensures high-quality task management and deliverables through clear scopes, experienced oversight, and standardized review processes. All work will be checked for accuracy, completeness, and compliance with MPWD requirements. Senior technical staff oversee deliverables to ensure consistency with industry best practices and the District expectations.

On-Call Services Approach

Infinity understands MPWD's need for responsive, flexible support. Our on-call structure provides timely access to qualified engineers and support staff who can quickly scope, estimate, and execute work through the Task Order process. This approach enables the District to address emerging needs efficiently while maintaining full control over priorities, budget, and schedule.

SECTION 3 – RELATED EXPERIENCE

Infinity Technologies has a strong history delivering comprehensive IT services to public agencies across California. These partnerships closely align with the scope of services proposed for MPWD, with results centered on improved stability, stronger security, modernized infrastructure, and greater operational efficiency.

Commitment to Public Sector Excellence

Our work with cities, districts, and state agencies demonstrates our dedication to providing reliable, high-quality IT services tailored to local government needs. Across these engagements, we have consistently delivered solutions that:

- Enhance operational efficiency.
- Strengthen cybersecurity posture.
- Support strategic planning and long-term service delivery.

City of Half Moon Bay — Comprehensive IT Modernization & Managed Services

Annual Contract: \$168,000

Infinity Technologies provides full-service IT management similar in scope to the MPWD engagement, including 24/7 help desk, onsite support, network/server administration, cybersecurity operations, and lifecycle management.

Relevant Outcomes:

- Strengthened cybersecurity posture and disaster recovery readiness.
- Modernized infrastructure with coordinated software and hardware refreshes.
- Improved operational stability, system performance, and long-term technology planning.

Town of Atherton — 12-Year Municipal IT Partnership Including Public Safety

Annual Contract: \$175,000

Long-term delivery of cost-effective, full-spectrum IT support, including Police Department systems. Services align closely with MPWD's operational and security needs.

Relevant Outcomes:

- Significant cost savings through strategic planning and modernization.
- Reliable daily operations support and enhanced security across town systems.
- Proven ability to maintain critical public safety environments.

Tahoe Transportation District (TTD) — Secure, Scalable IT Operations & Modernization

Annual Contract: \$94,000

End-to-end IT support including help desk, device administration, network/server maintenance, cybersecurity, policy development, and system implementation.

Relevant Outcomes:

- Strengthened IT infrastructure and improved system reliability.
- Enhanced security practices and improved operational efficiency.
- Technology aligned with organizational and regulatory needs.

Placer Mosquito & Vector Control District — 24/7 Support, Cybersecurity, and Operational Continuity**Annual Contract:** \$80,000

Comprehensive onsite and remote IT services with continuous monitoring and strong cybersecurity controls—directly comparable to MPWD’s operational requirements.

Relevant Outcomes:

- Increased system reliability and reduced service disruptions.
- Improved data protection and proactive risk reduction.
- Enhanced continuity through asset management, reporting, and staff training.

First 5 California — Full IT Operations Support & Zero-Downtime Infrastructure Relocation**Annual Contract:** \$87,000

Full-service IT management including network/server administration, cloud services, help desk, project management, and system upgrades.

Relevant Outcomes:

- Successful end-to-end relocation of IT infrastructure with no operational downtime.
- Boosted system reliability and improved user support across the agency.
- Strengthened security and optimized daily operations.

Why This Experience Matters for MPWD

Across these engagements, Infinity Technologies has consistently delivered outcomes that mirror MPWD’s goals:

- Strengthened cybersecurity and compliance readiness.
- Reliable 24/7 support and improved operational continuity.
- Modernized networks, servers, and infrastructure.
- Clear technology planning aligned with organizational needs.
- Proven experience coordinating with vendors, agencies, and public safety partners.

This track record demonstrates Infinity Technologies’ capability to successfully support MPWD’s transition, stabilization, and long-term IT modernization.

SECTION 4 – REFERENCES

Our public agency references demonstrate our commitment to delivering comprehensive IT services to local government entities. We have successfully partnered with similar municipal agencies, including the City of Half Moon Bay, the Town of Atherton, Tahoe Transportation District, Placer Mosquito Vector Control District, and First 5 California.

City of Half Moon Bay (City)

Bryan Lopez

IT Program Manager
501 Main Street
Half Moon Bay, CA 94019
(650) 712-1805
blopez@halfmoonbay.gov

Annual Contract: \$168,000

Summary of Work Performed

Since 2022, Infinity Technologies has supported the City with comprehensive IT services that keep systems stable, secure, and ready for the future. We provide 24/7 help desk and emergency support, onsite technical assistance, and full lifecycle management for servers, networks, desktops, and applications. Our team handles monitoring, patching, asset management, and user support while coordinating with vendors and guiding technology planning. We also lead key modernization efforts, including software implementations, hardware upgrades, and cybersecurity improvements—to strengthen resilience, enhance disaster recovery, and support the City’s long-term growth.

Town of Atherton (Town)

Anthony Suber

Deputy City Manager
80 Fair Oaks Lane
Atherton, CA 94027
(650) 752-0529
asuber@ci.atherton.ca.us

Annual Contract: \$175,000

Summary of Work Performed

Infinity Technologies has delivered reliable, cost-effective IT services to the Town for more than 12 years, including dedicated support for the Police Department. Our strategic guidance has helped the Town achieve meaningful cost savings while improving technology performance and reliability. We continue to provide responsive, full-spectrum IT support tailored to the Town’s operational needs, spanning help desk services, server and systems management, network security, business applications support, disaster recovery, and comprehensive documentation and reporting.

Tahoe Transportation District (TTD)

George Fink

Transit Systems Program Manager
P.O. Box 499

Summary of Work Performed

Infinity Technologies has been a trusted IT partner to TTD since 2016, delivering secure, reliable, and scalable technology services. Our support includes help desk operations, desktop and mobile device management, network and server maintenance,

Zephyr Cove, NV 89448
(775) 589-5500
gfink@tahoetransportation.org

Annual Contract: \$94,000

Placer Mosquito Vector Control District

Joel Buettner
General Manager
2021 Opportunity Drive
Roseville, CA 95678
(916) 380-5444
joelb@placermosquito.org

Annual Contract: \$80,000

First 5 California (F5CA)

Reylina Ruiz
Deputy Director
2399 Gateway Oaks Blvd, Suite 120
Sacramento, CA 95833
(279) 977-1743
r Ruiz@ccfc.ca.gov

Annual Contract: \$87,000

security services, policy development, and new system implementations. We also provide business systems analysis, procurement support, and reporting to ensure technology investments align with TTD's operational needs. Through this long-standing partnership, we have strengthened TTD's IT infrastructure, enhanced security, and improved efficiency across facilities and staff.

Summary of Work Performed

Infinity Technologies delivers end-to-end IT services that combine on-site and remote support to ensure seamless daily operations. With 24/7 help desk coverage, proactive monitoring, and strong cybersecurity practices, we have improved system reliability, enhanced data protection, and reduced service disruptions. Our team also supports long-term planning through regular reporting, asset management, and staff training, helping the organization maintain a secure and efficient technology environment.

Summary of Work Performed

Infinity Technologies provides full-service IT support to F5CA, maintaining and improving the systems that enable its daily operations. Our team delivers both on-site and remote assistance across network and server management, security, cloud platforms, and LAN devices. We also support major projects, help desk operations, desktop and cloud applications, and data storage and retrieval systems. Most recently, we successfully relocated F5CA's entire IT infrastructure to its new headquarters without any service disruption. These efforts have strengthened system reliability, improved user support, and ensured smooth, uninterrupted operations across the agency.

SECTION 5 - INSURANCE

Infinity Technologies confirms our ability to obtain insurance coverage that meets or exceeds the minimum requirements outlined in Section 12 of the Sample Agreement. A sample Certificate of Insurance demonstrating our coverage levels is included in the Appendix for reference.

Discipline B

| Service Provided | Proposed Monthly Cost |
|---|---|
| A. Fixed Monthly IT Services (Option 1) | \$ 6,927 (itemized below) |
| 1) 24/7 Remote Help Desk & User Support | \$ |
| • <i>On-Site Support (16 Hours)¹</i> | \$2,400 |
| • <i>Unlimited Help Desk Support</i> | \$2,250 |
| 2) 24/7 System & Security Monitoring | \$111 |
| 3) Cybersecurity Protection ² | \$966 |
| 4) Backup & Disaster Recovery ² | \$1,200 |
| 5) Hardware & Software Management | \$ INCLUDED |
| 6) Network & Phone System Support | \$ INCLUDED |
| 7) Patch Management & System Maintenance | \$ INCLUDED |
| 8) Documentation, Reporting, & Compliance | \$ INCLUDED |
| 9) Planning Support & Best Practices | \$ INCLUDED |
| | \$ |
| A. Fixed Monthly IT Services (Option 2) | \$ 5,727 (itemized below) |
| 1) 24/7 Remote Help Desk & User Support | \$ |
| • <i>On-Site Support (8 Hours)¹</i> | \$1,200 |
| • <i>Unlimited Help Desk Support</i> | \$2,250 |
| 2) 24/7 System & Security Monitoring | \$111 |
| 3) Cybersecurity Protection ² | \$966 |
| 4) Backup & Disaster Recovery ² | \$1,200 |
| 5) Hardware & Software Management | \$ INCLUDED |
| 6) Network & Phone System Support | \$ INCLUDED |
| 7) Patch Management & System Maintenance | \$ INCLUDED |
| 8) Documentation, Reporting, & Compliance | \$ INCLUDED |
| 9) Planning Support & Best Practices | \$ INCLUDED |
| Total Monthly Cost | \$6,927 (Option 1) OR \$5,727 (Option 2) |

¹Monthly pricing includes flexible on-site support hours, which MPWD may allocate as needed (weekly, biweekly, or any other combination) to best support operational needs.

²Noted costs are preliminary estimates; after onboarding and a full assessment, actual costs may be lower than projected.

Discipline C

| Personnel Name | Position / Title | Fully Burdened Hourly Rate |
|----------------|-------------------------|----------------------------|
| Mohammad Ahmed | Account Oversight | \$185 |
| Jerry Moore | Chief Network Engineer | \$170 |
| Rob Guthertz | Project Manager | \$160 |
| Tim Scully | Systems Engineer | \$150 |
| Larry Nouv | Senior Systems Analyst | \$135 |
| As Needed | Senior Systems Engineer | \$155 |
| As Needed | Business Analyst I | \$140 |
| As Needed | Systems Analyst | \$125 |
| As Needed | Senior IT Technician | \$120 |
| As Needed | IT Technician II | \$115 |
| As Needed | IT Technician I | \$110 |
| | | \$ |
| | | \$ |

| Reimbursable Expense | Proposed Rate |
|----------------------|---------------|
| N/A | \$ |
| | \$ |
| | \$ |
| | \$ |

SECTION 7 – LEVINE ACT

As required by the RFQ, we have completed the requested forms—Form 2: Levine Act Statement, Form 3: Exceptions, and Form 4: Sample Task Order—and included them in the Appendix.



AGENDA ITEM NO. 8.C.

TO: Board of Directors
 FROM: James W Ramsey, CPA, District Treasurer
 DATE: February 26, 2026

SUBJECT: RECEIVE MID-YEAR REVIEW OF FY 2025/2025 OPERATING AND CAPITAL BUDGETS AND CONSIDER RESOLUTION 2026-06 APPROVING THE AMENDED BUDGETS

RECOMMENDATION

Approve Resolution 2026-06 approving amended budgets.

FISCAL IMPACT

A mid-year budget serves to adjust the fiscal year's original budget based on actual results to date and serves as the spending plan for the remainder of the fiscal year. The proposed changes are summarized below and presented in attached tables in more detail:

| OPERATING | ORIGINAL | PROPOSED MID-YEAR | AMENDMENT |
|-------------------------|----------------------|------------------------------|-------------------|
| Operating Revenues | 19,239,700 | 19,276,420 | 36,720 |
| Non-Operating revenues | 1,934,900 | 2,267,075 | 332,175 |
| Total Revenues | <u>21,174,600</u> | <u>21,543,495</u> | <u>368,895</u> |
| Operating Expenditures | 15,784,493 | 15,454,793 | (329,700) |
| Debt Service | 2,759,755 | 2,984,606 | 224,851 |
| Total Expenditures | <u>18,544,248</u> | <u>18,439,399</u> | <u>(104,849)</u> |
| Net Surplus/(Loss) | <u>\$ 2,630,352</u> | <u>\$ 3,104,096</u> | <u>\$ 473,744</u> |
| | | | |
| CAPITAL | ORIGINAL | PROPOSED MID-YEAR | AMENDMENT |
| Equipment | 250,000 | 96,000 | (154,000) |
| Pay-Go Projects | 6,658,805 | 4,244,010 | (2,414,795) |
| Debt Financing Projects | 13,795,000 | 17,040,120 | 3,245,120 |
| | <u>\$ 20,703,805</u> | <u>\$ 21,380,130</u> | <u>\$ 676,325</u> |

BACKGROUND

The original budget was adopted by the Board of Directors during the meeting held on June 26, 2025. One budget amendment was made to the capital budget during the October 23, 2025 Board Meeting to allocate \$294,876 of the \$500,000 budget amount that was previously earmarked for "Other Projects (Not Yet Identified)" to the Lower Notre Dame Ave/Willow Lane/Oak Knoll Cross Country WMI project for \$294,876.

Every year, just after ½ of the year has been completed, management looks at the actual results of operating and capital spending and compare that to the budget adopted by the Board of Directors, as amended. As of January 31, 2026, we have experienced 7 months of the fiscal year, and expect our results, with certain adjustments to equal that duration (58% of the year). Management has met several times to review the results and discuss needs for the remainder of the fiscal year.

DISCUSSION

Operations Budget

Total revenues are proposed to be adjusted upwards by \$368,895.

Operating revenues are proposed to be adjusted upwards by \$36,720 for the following reasons:

| Effect | Account | Description |
|-----------|-------------------------------------|--|
| (525,000) | Water charges | Decreased consumption. |
| 537,300 | Fixed system charges | Considered a general increase at budget adoption, whereas rate increases were different between consumption and fixed. |
| 39,420 | Miscellaneous customer account fees | Credit card fees - increased by \$26,300 as we have been collecting 58% more in credit card charges due to the migration to Xpress Bill Pay and the increased utilization of credit card payment method. Late fees, 48-hour notice fees, and after-hours fees - increased by \$9,200, \$3,220 and \$700, respectively, due to the implementation of Xpress Bill Pay causing accounts to be delinquent. Customers were relying on electronic statements and instead received paper statements during this time. |
| (10,000) | Service line & installation | Service line & installation charges - decreased by \$10,000 due to lower meter upgrade and installation requests. |
| (5,000) | Miscellaneous operating account | Miscellaneous operating account – decreased by \$5,000 as we are getting more specific about where we code our revenues to reduce the miscellaneous category. |

36,720 Total adjustment

Non-operating revenues are proposed to be adjusted upwards by \$332,175 for the following reasons:

| Effect | Account | Description |
|----------|-----------------------------|---|
| 196,275 | Water capacity charges | Water system capacity charges – increased by \$196,275. We did not budget for this item as they are one-time revenues. We have received an application for (1) development. |
| 147,000 | Interest | Interest for the PARS, US Treasuries, and Sweep accounts – increase by \$35,000, \$101,000, and \$11,000 due to an increase in expected investment revenues. |
| 53,100 | Property tax | Property tax – increased due to actual receipts from the County for both general property taxes and RDA pass-through amounts. |
| 800 | Landscape permit | Landscape plan permit – increase by \$800 to match trend of receiving additional revenues during the final 3 months of the year. |
| (65,000) | Miscellaneous non-operating | Other items have been allocated to new lines items to be more specific. Previously included lease revenue and insurance proceeds. |
| 332,175 | | |

Total operating expenditures are expected to decrease by \$104,849 for the following reasons:

| Effect | Account | Description |
|-----------|------------------------------|--|
| (15,143) | Salaries and wages | Minor adjustments for new hires budgeted at higher rates and starting a little bit later than originally expected. Director compensation was increased by \$2,980 for increased meeting attendance. |
| (150,550) | Payroll taxes | Adjustments include: FICA decrease due to the above noted change; health care decrease due to lower than expected health insurance increases; worker's compensation insurance decreased due to lower claims; director's insurance increased due to assumption of all board members claimed full benefits; and slight increase in uniforms and wellness program. |
| (31,000) | Purchased water | Decreased due to lower than expected increases in BAWSCA debt service charge and SFPUC water service charges. |
| 7,000 | Outreach and education | Increase of \$20,000 for the water conservation program due to the billing process study being charged here; decreases to the WELO program of \$5,000 due to decreased applications; and \$8,000 in public outreach and education due to no need for Prop 218 mailings during the current year. |
| 108,500 | M&R - OPS system | Decrease of \$15,000 in water quality testing as no need to purchase dichlorination tablets this year. Increase of \$78,800 in pumping as pump control valves of \$19,900 was not considered for this budget and it was determined that a rebuild of the Buckland pump was necessary for \$34,381. Increase of \$21,000 for Sensus meters purchased through Aqua-Metric not contemplated at budget adoption. Regulator stations increased by \$10,000 due to the San Juan regulator station requiring new electric conduit and power. Increase of \$15,000 in SCADA maintenance due to the programming go the Tunnels XIO. |
| 1,500 | M&R - Facilities & equipment | Primary increase of \$29,000 comes from equipment and tools for the purchase of metal tie downs and tools for Truck 812. Increase in vehicles and large equipment for the purchase of a water tank for the service truck. |
| (232,500) | System surveys | Decreases are primarily due to the transfer of amounts for the cathodic protection survey to the capital budget and removal of leak detection survey from the budget (\$100K) as they were completed in the prior year. Additional \$125,000 was removed from the transmission main assessment account as the costs appear to be lower than originally expected. Additionally \$7,500 drop due to the ending of a Pitney Bowes lease. |
| 13,521 | Administration & equipment | General and vehicle liability insurance dropped by \$41,000 due to lower claims; printing costs increased by \$5,300 due to paper statements provided as a result of the transition to the XBR account; \$15,000 increase in Security & Safety to install camera systems to the Buckland tank site; increase in credit card fees of \$35,000 due to the increase in credit card usage for the Xpress Bill Pay account. |

| Effect | Account | Description |
|-----------|-------------------------------|--|
| 7,447 | Membership & gov't fees | Minor adjustments to dues and publications due to increased subscription costs. Additionally, BAWSCA membership assessment dropped by \$4,000. Other changes include software licenses. This includes changes from Granicus and other software increases that were not known at budget adoption. |
| 125 | Bad debt & claims | Minor adjustment as a result of a claim submitted by a customer for damage. |
| 35,000 | Utilities | Primary increase of \$25,000 comes from pumping and \$10,000 for buildings and grounds due to the increased electric rates not known at the time of budget adoption. |
| (67,600) | Professional services | Estimated increase in engineering costs of \$10,400 due to higher capital project planning. Decrease of \$20,000 in a management consultant. \$25,000 decrease in on-call services due to actual demand. Decrease of \$25,000 in miscellaneous professional services due to lower needs. |
| (6,000) | Training/travel & recruitment | Decrease in overall meeting expenses due to lower meal costs. |
| 224,851 | Debt service | Based on actual payments for the 2016 COP & 2025 COP. |
| (104,849) | | |

In total, the proposed changes to the operating budget will result in an estimated increase of \$264,046 in funds added to District reserves in FY 2025/2026 over what was originally estimated.

The **capital budget** is expected to increase by \$676,325 for the following reasons:

| Effect | Account | Description |
|-------------|-----------------------------------|---|
| (154,000) | Capital Assets | Air Valve Installation cost expected to drop down to \$50,000 for the current year from \$150,000 originally budgeted and no other significant purchases of assets planned for the rest of the year which results in a drop of \$54,000 from \$100,000. |
| (2,414,795) | Capital Projects - PayGo | Adjustments include: increase in estimated costs for Exbourne West & West Belmont North Tank Recoating by \$385,959; transfer of \$50,000 for cathodic protection from the operating budget (no longer a survey); a decrease of \$2,850,754 related to the Hallmark North Tank Recoating project (net of amounts already spent). Project is now being reprogrammed for future years. |
| 3,245,120 | Capital Projects - Debt Financing | Adjustments include: increase in costs for Dairy Lane Operations Center - Architect for \$240,120; increase in costs for Folger Property Improvements for \$260,000 related to updated estimates; increase in \$5,060,000 for the Dekoven Tanks Replacement project to capture the full cost of the project; \$691,250 increase related to the SR 101 Crossing at PAMF Hospital due to increased design and construction costs; offset by a decrease of \$3,006,250 related to the construction of the Dairy Lane Operations Center (this will be budgeted next year) since construction has not yet started. |
| 676,325 | | |

Overall, the proposed changes to the capital budget will result in an estimated increase of \$2,568,795 in funds added to District reserves in FY 2025/2026 than originally estimated and a decrease of \$3,245,120 in available funding from the certificates of participation project funds.

Attachments: Summary Operating Budget (amended)
 Capital Budget (amended)
 Resolution 2026-06

**MID-PENINSULA WATER DISTRICT
MONTHLY BUDGET REPORT- OPERATIONS
FY 26 PRELIMINARY MID YEAR BUDGET
SUMMARY PAGE**

| DESCRIPTION | FY 2025-26 APPROVED BUDGET | PROPOSED AMENDED FY 2025-26 BUDGET | INCREASE / (DECREASE) FY 2025-26 BUDGET | % Change |
|--|----------------------------------|---|--|--------------|
| OPERATING REVENUE | | | | |
| WATER COMMODITY CHARGES | 14,669,000 | 14,144,000 | (525,000) | -3.6% |
| FIXED SYSTEM CHARGES | 4,310,700 | 4,848,000 | 537,300 | 12.5% |
| FIRE SERVICE CHARGES | 18,000 | 18,000 | - | 0.0% |
| MISC CUSTOMER ACCOUNT FEES | 107,000 | 146,420 | 39,420 | 36.8% |
| SERVICE LINE & INSTALLATION CHARGES | 110,000 | 100,000 | (10,000) | -9.1% |
| MISCELLANEOUS OPERATING | 25,000 | 20,000 | (5,000) | -20.0% |
| TOTAL OPERATING REVENUE (SOURCES) | 19,239,700 | 19,276,420 | 36,720 | 0.2% |
| WATER SYSTEM CAPACITY CHARGES | - | 196,275 | 196,275 | 0.0% |
| PROPERTY TAX REVENUE | 555,900 | 609,000 | 53,100 | 9.6% |
| LEASE OF PHYSICAL PROPERTY | 168,000 | 168,000 | - | 0.0% |
| MISCELLANEOUS NON-OPERATING | 75,000 | 10,000 | (65,000) | -86.7% |
| INTEREST REVENUE - PARS | 40,000 | 75,000 | 35,000 | 87.5% |
| INTEREST REVENUE-LAIF | 75,000 | 75,000 | - | 0.0% |
| INTEREST REVENUE-COP | 724,000 | 724,000 | - | 0.0% |
| INTEREST REVENUE-SWEEP | 42,000 | 53,000 | 11,000 | 26.2% |
| INTEREST REVENUE-US TREASURIES | 251,000 | 352,000 | 101,000 | 40.2% |
| LANDSCAPE PERMIT REVENUE | 4,000 | 4,800 | 800 | 20.0% |
| TOTAL NON-OPERATING REVENUE (SOURCES) | 1,934,900 | 2,267,075 | 332,175 | 17.2% |
| TOTAL REVENUE (SOURCES) | 21,174,600 | 21,543,495 | 368,895 | 1.7% |
| OPERATING EXPENDITURES (USES) | | | | |
| SALARIES & WAGES | 2,794,143 | 2,779,000 | (15,143) | -0.5% |
| PAYROLL TAXES & BENEFITS | 1,327,100 | 1,176,550 | (150,550) | -11.3% |
| PURCHASED WATER | 7,159,000 | 7,128,000 | (31,000) | -0.4% |
| OUTREACH & EDUCATION | 78,000 | 85,000 | 7,000 | 9.0% |
| M&R - OPS SYSTEMS | 608,500 | 717,000 | 108,500 | 17.8% |
| M&R - FACILITIES & EQUIPMENT | 225,000 | 226,500 | 1,500 | 0.7% |
| FLOOD RECOVERY | - | - | - | - |
| SYSTEM SURVEYS | 740,000 | 507,500 | (232,500) | -31.4% |
| ADMINISTRATION & EQUIPMENT | 754,000 | 767,521 | 13,521 | 1.8% |
| MEMBERSHIP & GOV FEES | 392,900 | 400,347 | 7,447 | 1.9% |
| BAD DEBT & CLAIMS | - | 125 | 125 | - |
| UTILITIES | 580,000 | 615,000 | 35,000 | 6.0% |
| PROFESSIONAL SERVICES | 1,043,850 | 976,250 | (67,600) | -6.5% |
| TRAINING/TRAVEL & RECRUITMENT | 82,000 | 76,000 | (6,000) | -7.3% |
| DEBT SERVICE | 2,759,755 | 2,984,606 | 224,851 | 8.1% |
| TOTAL OPERATING EXPENSES (USES) | 18,544,248 | 18,439,399 | (104,849) | -0.6% |
| NET SOURCES OVER/(UNDER) USES | 2,630,352 | 3,104,096 | 473,744 | 18.0% |
| DEBT SERVICE COVERAGE | 1.92 | 1.97 | | |

**MID-PENINSULA WATER DISTRICT
CAPITAL BUDGET
FY 2025-26**

| DESCRIPTION | APPROVED FY 2025-26 BUDGET | PROPOSED AMENDMENT | Changes |
|--|--------------------------------------|---------------------------|--------------------|
| CAPITAL ASSETS | | | |
| Capital Equipment | \$ 100,000 | \$ 46,000 | \$ (54,000) |
| 24" Main Air Valve Install | 150,000 | 50,000 | (100,000) |
| TOTAL CAPITAL ASSET | 250,000 | 96,000 | (154,000) |
| CAPITAL PROJECTS - PAYGO | | | |
| CIP 15-09/ 15-19 Dekoven Tank Util/Lincoln/Newlands/Oak Knoll WMR | 2,439,155 | 2,439,155 | - |
| CIP 24-08 Exbourne West Tank Recoating | 679,271 | 991,800 | 312,530 |
| CIP 24-10 West Belmont North Tank Recoating | 144,271 | 217,700 | 73,430 |
| CIP 24-09 Hallmark North Tank Recoating | 2,896,109 | 45,355 | (2,850,754) |
| CIP 15-68/15-48 Lower Notre Dame Ave/ Willow Lane/Oak Knoll Cross Country WMI* | 294,876 | 294,876 | - |
| Cathodic Protection | - | 50,000 | 50,000 |
| Other Projects (Not Yet Identified) - Initial design | 205,124 | 205,124 | - |
| TOTAL CAPITAL PROJECTS - PAYGO | 6,658,805 | 4,244,010 | (2,414,795) |
| CAPITAL PROJECTS - DEBT FINANCING | | | |
| CIP 20-09 Dairy Lane Operations Center Rehabilitation - Architect | 845,000 | 1,085,120 | 240,120 |
| CIP 20-10 Dairy Lane Operations Center Rehabilitation - Construction | 3,006,250 | - | (3,006,250) |
| CIP 24-07 Folger Property Improvements | 5,340,000 | 5,600,000 | 260,000 |
| CIP 15-89 Dekoven Tanks Replacement | 2,530,000 | 7,590,000 | 5,060,000 |
| CIP 15-72b SR 101 Crossing at PAMF Hospital - Phase 2 | 2,073,750 | 2,765,000 | 691,250 |
| Other Projects (Not Yet Identified) | - | - | - |
| TOTAL CAPITAL PROJECTS - DEBT FINANCING | 13,795,000 | 17,040,120 | 3,245,120 |
| TOTAL CAPITAL PROJECTS | 20,453,805 | 21,284,130 | 830,325 |
| TOTAL CAPITAL | 20,703,805 | 21,380,130 | 676,325 |

Notes

- a) The full cost of debt financed projects are included here, and do not represent the expenditures only expected
- b) Budget for design of additional pay-go projects is anticipated, but not included herein.

RESOLUTION NO. 2026-06

**APPROVING THE MID-YEAR OPERATING AND CAPITAL BUDGETS FOR FISCAL YEAR
FY 2025/2026**

* * *

MID-PENINSULA WATER DISTRICT

WHEREAS, staff developed a mid-year review of the Operating and Capital Budgets for Fiscal Year 2025/26 and presented a summary preliminary review to the Board of Directors at its regularly scheduled meeting in a meeting open to the public on February 26, 2026; and

WHEREAS, staff proposed amendments to the Operating and Capital Budgets for Fiscal Year 2025/26, which involved adjustments among account line items, and recommended them for approval.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Mid-Peninsula Water District hereby approves the amended Operating Budget for the Fiscal Year 2025/26 as follows:

| OPERATING | ORIGINAL | PROPOSED MID-YEAR | AMENDMENT |
|------------------------|---------------------|------------------------------|-------------------|
| Operating Revenues | 19,239,700 | 19,276,420 | 36,720 |
| Non-Operating revenues | 1,934,900 | 2,267,075 | 332,175 |
| Total Revenues | <u>21,174,600</u> | <u>21,543,495</u> | <u>368,895</u> |
| Operating Expenditures | 15,784,493 | 15,454,793 | (329,700) |
| Debt Service | 2,759,755 | 2,984,606 | 224,851 |
| Total Expenditures | <u>18,544,248</u> | <u>18,439,399</u> | <u>(104,849)</u> |
| Net Surplus/(Loss) | <u>\$ 2,630,352</u> | <u>\$ 3,104,096</u> | <u>\$ 473,744</u> |

BE IT FURTHER RESOLVED that the Board of Directors of the Mid-Peninsula Water District hereby approves the amended Capital Budget for the Fiscal Year 2025/26 as follows:

| CAPITAL | ORIGINAL | PROPOSED MID-YEAR | AMENDMENT |
|-------------------------|----------------------|------------------------------|-------------------|
| Equipment | 250,000 | 96,000 | (154,000) |
| Pay-Go Projects | 6,658,805 | 4,244,010 | (2,414,795) |
| Debt Financing Projects | 13,795,000 | 17,040,120 | 3,245,120 |
| | <u>\$ 20,703,805</u> | <u>\$ 21,380,130</u> | <u>\$ 676,325</u> |

BE IT FUTHER RESOLVED that the Board Secretary is hereby directed to forward certified copies of this Resolution and the amended budget documents to the County Clerk, the County Controller, and the County Treasurer of the County of San Mateo, and post them to the MPWD website.

REGULARLY PASSED AND ADOPTED this 26th day of February, 2026 by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENCES:

President, Board of Directors

ATTEST:

District Secretary



AGENDA ITEM NO. 8.D.

DATE: February 26, 2026
TO: Board of Directors
FROM: Drew Bost – Water Resources Coordinator

SUBJECT: QUARTERLY WATER CONSERVATION ACTIVITIES AND PROGRAMS REPORT

2025 UWMP Update

The 2025 Urban Water Management Plan Update (2025 UWMP Update) is currently underway. The UWMP is a broad-scale planning document that details past, current, and future water conditions and management. It includes, among other things, descriptions of the District's water supply sources, current and future water demand projections, demand management measures, and an assessment of future water supply reliability under different water shortage conditions. UWMPs are required to be updated every five years, and the 2025 UWMP is required to be submitted to the Department of Water Resources (DWR) by July 1, 2026.

A Notice of Preparation was sent to all relevant stakeholders on January 22, 2026, including officials with the City of Belmont, City of San Carlos, San Mateo County, Bay Area Water Supply and Conservation Agency (BAWSCA) member agencies, and others, notifying them that the 2025 UWMP update was underway, and to contact the District if they would like to be involved.

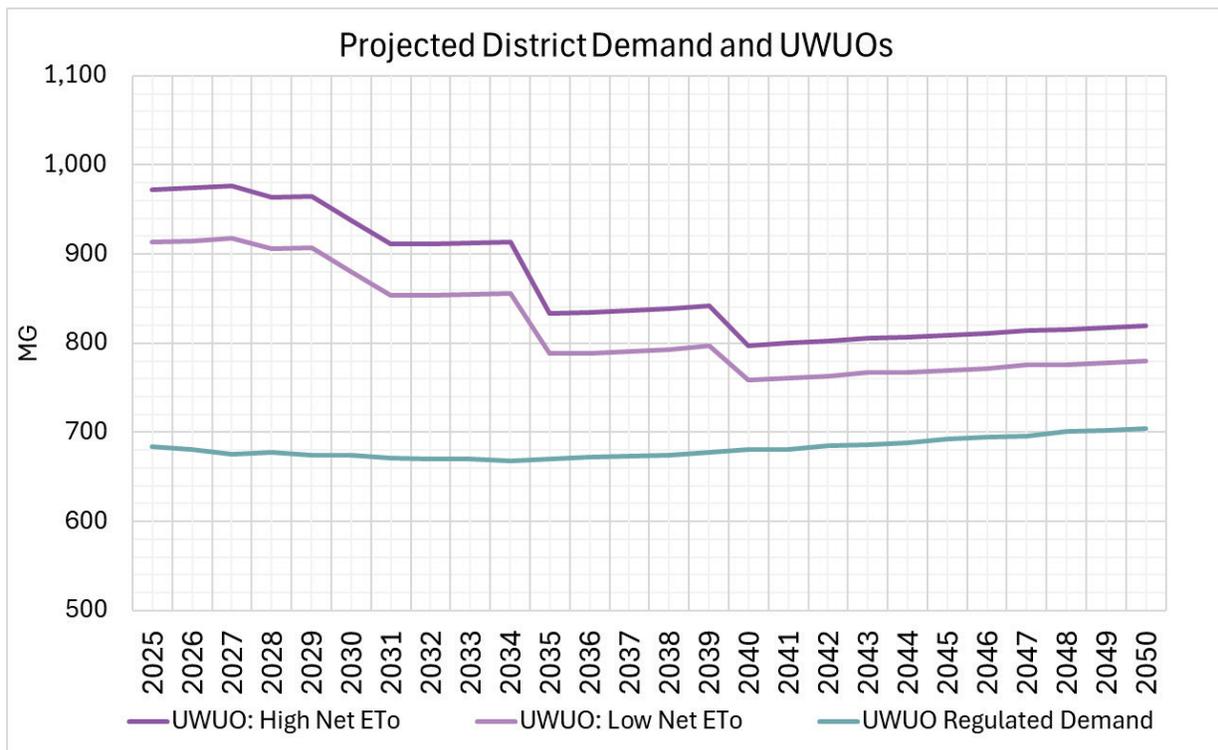
Since completion of BAWSCA's 2025 Demand Study in December, Mid-Peninsula Water District (MPWD) has been drafting sections of the 2025 UWMP. However, key information related to water supply reliability projections is still pending from the San Francisco Public Utilities Commission (SFPUC). This information is required to complete our assessment of future supply and demand scenarios under dry year conditions. The SFPUC's most recent estimate is that it expects to release the initial draft of this information by mid-March.

MPWD plans on presenting the 2025 UWMP Update to the Board of Directors for public comment and approval during the May 2026 board meeting. However, if the SFPUC's schedule slips further MPWD may not be able to meet this schedule.

Urban Water Use Objectives Reporting

MPWD's Urban Water Use Objective (UWUO) annual report was successfully submitted by the deadline of January 31, 2026. The annual report is required by the state to show progress towards and compliance with the state's various requirements under the new UWUOs. The UWUOs, among other things, establish an upper threshold of water use for the district, and is comprised primarily of indoor and outdoor residential water use, commercial, industrial, and institutional (CII) outdoor water use, and water loss standards. MPWD is currently at 71% of our total water use objective, when compared to FY 2024-2025 water use, and is projected to remain under its objectives through 2050, based on MPWD's updated demand projections via the BAWSCA 2025 Demand Study.

MPWD is making progress towards the additional requirements set forth in the UWUO, including classification of all CII accounts, and is currently reviewing DWR's Landscape Area Measurement (LAM) data, which was released in January, to ensure accurate land use classification.



*Note: UWUO Regulated Demand does not include indoor CII usage, which is not applicable for UWUO comparison purposes.

Non-Functional Turf Irrigation Ban Update

As discussed previously, under Assembly Bill (AB) 1572, MPWD will be required to ban the use of potable water to irrigate non-functional turf (NFT) beginning on January 1, 2027. MPWD is currently drafting a proposed ordinance for Board approval that will include definitions of NFT, customer requirements under the ordinance, irrigation

prohibitions, exempt properties, enforcement and penalties, coordination with the district's existing WELO, and outreach and education efforts. MPWD plans on presenting a draft of the ordinance during the March 2026 board meeting for discussion.

BAWSCA Water Use Efficiency Roundtable Workshops

BAWSCA has been administering monthly water use efficiency workshops related to upcoming and ongoing legislation related to water conservation. They have hosted seven workshops so far, with another six planned. The topics have included the following:

- UWUO CII conservation program Best Management Practices (BMPs)
- Tips for UWUO CII classification methodology
- LAM data review techniques
- Residential landscape area classification
- Tips for UWUO reporting
- General resources
- Non-functional turf tips and strategies
- Water Loss reporting and detection

The next workshop is scheduled for March 4th, 2026.

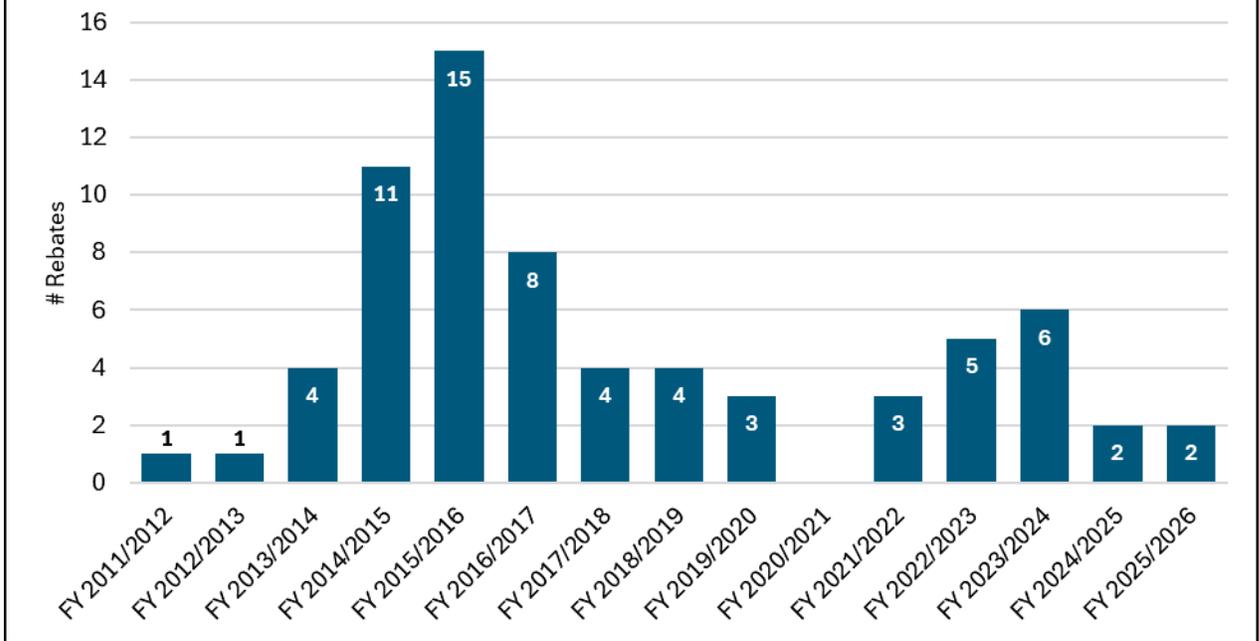
Water Efficient Landscape Ordinance (WELO) Summary

MPWD has received nine (9) WELO review requests in Fiscal Year (FY) 2025-26. Of these, three (3) are currently pre-approved, two (2) are currently in-progress, one (1) has been completed, and three (3) were exempt from MPWD review.

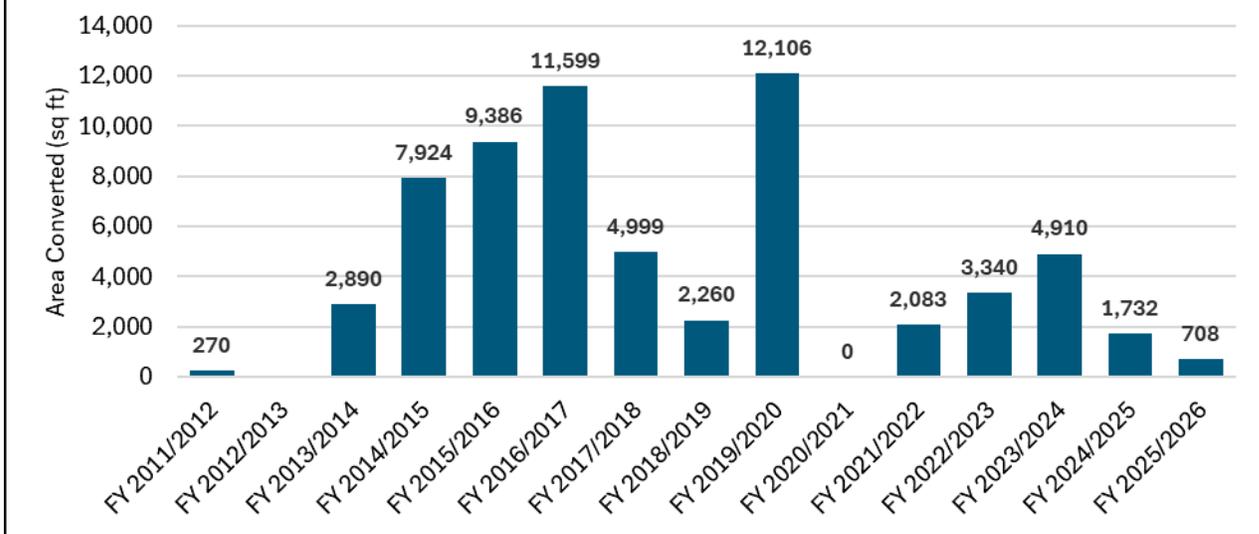
Rebate Programs Summary

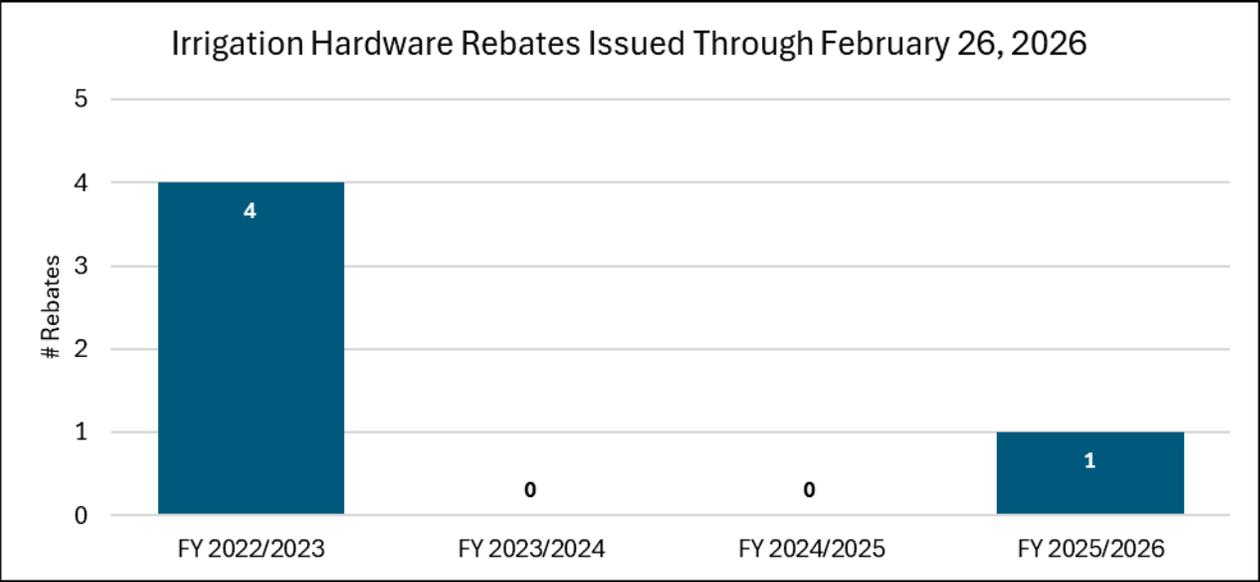
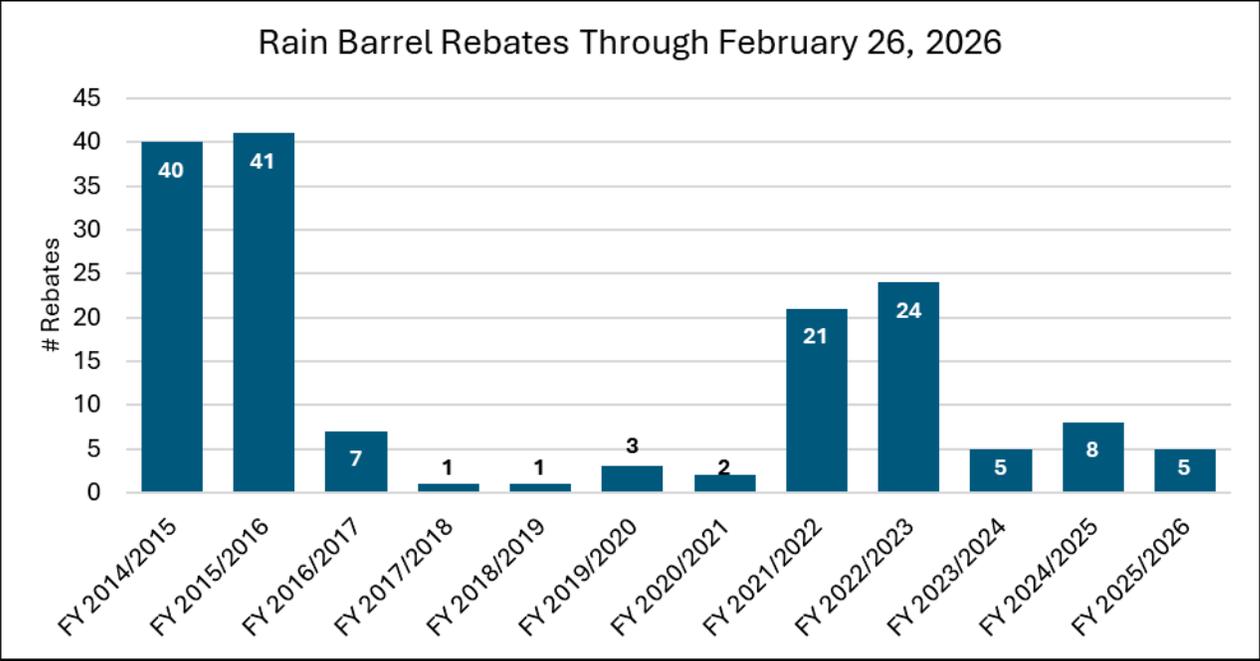
- Lawn-Be-Gone: One (1) rebate has been issued in FY 2025-2026.
- Rain Barrel: Five (5) rebates have been issued in FY 2025-2026.
- Irrigation Hardware Program Rebates: One (1) rebate have been issued in FY 2025-2026.

Lawn-Be-Gone Rebates Issued Through February 26, 2026



Area Converted from Lawn-Be-Gone Rebate Program Through February 26, 2026 (sq ft)







AGENDA ITEM NO. 8.E.

DATE: February 26, 2026
TO: Board of Directors
FROM: Kat Wuelfing, General Manager

SUBJECT: CONSIDER RESOLUTION 2026-07 APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF BELMONT AND THE MID-PENINSULA WATER DISTRICT REGARDING APPLICATION OF TRENCH AND PAVING STANDARDS

RECOMMENDATION

Approve Resolution 2026-07, which will authorize the General Manager to sign a Memorandum of Understanding (MOU) with the City of Belmont regarding the application of trench and paving standards.

FISCAL IMPACT

The fiscal impact of the MOU is not quantifiable, but its intent is to reduce the cost of capital projects for our ratepayers by improving the coordination and application of standards between the District and the City of Belmont.

BACKGROUND AND DISCUSSION

The District and City of Belmont began discussing trench and paving standards in 2019, as the City was planning to adopt a new trench standard. These discussions have continued off and on over the years, generally around the District's capital improvement projects located within the City of Belmont. This issue has been discussed at the 2024 and 2025 Two-by-Two meetings with the City as well as quarterly coordination meetings between the City and the District, and other meetings. Through our shared coordination efforts and experiences, our two agencies have learned how we can work better together while still maintaining the needs of both agencies. The goal of the attached MOU is to better serve and apply tax- and ratepayer funds.

District staff and the City had reached an agreement on the attached version of the MOU at the end of January. However, on February 18th, the City provided additional changes, that need to be discussed between our agencies. A meeting is scheduled to discuss these new edits on Monday February 23rd. Staff will give a verbal update on the status of the negotiations at the February Board meeting and may provide an updated MOU version, or make other recommendations. Staff will also walk through the provisions of the MOU, if it is recommended at that time that the Board approve the MOU.

Attachments: Resolution 2027-07 Authorizing the General Manager to Sign a Memorandum of Understanding Between the City of Belmont and the Mid-Peninsula Water District Regarding Application of Trench and Paving Standards
Draft Memorandum of Understanding Between the City of Belmont and the Mid-Peninsula Water District Regarding Application of Trench and Paving Standards, dated January 26, 2026

RESOLUTION NO. 2026-07

APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF BELMONT AND THE MID-PENINSULA WATER DISTRICT REGARDING APPLICATION OF TRENCH AND PAVING STANDARDS

* * *

MID-PENINSULA WATER DISTRICT

WHEREAS, the City was incorporated in 1926, and the District was formed in 1929. During their 96-year co-existence, both agencies have had a cooperative relationship with each other, working towards the benefit of the same thriving community; and

WHEREAS, in recent years, the City Public Works staff and District staff have been holding quarterly meetings to better coordinate our projects to better serve and apply tax- and ratepayer funds.; and

WHEREAS, the attached Memorandum of Understanding (MOU) was negotiated between the City of Belmont Public Works staff and District staff; and

WHEREAS, the MOU documents agreement on the use of District trench standards for District projects, a process for applying pavement requirements during the design phase for District capital projects, and a process for applying pavement requirements to for emergency repairs by the District.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Mid-Peninsula Water District hereby authorizes the District General Manager to sign the agreed upon Memorandum of Understanding Between the City of Belmont and the Mid-Peninsula Water District Regarding Application of Trench and Paving Standards, which is provided as an attachment to this Resolution.

PASSED AND ADOPTED this 26th day of February 2026, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

PRESIDENT, BOARD OF DIRECTORS
Mid-Peninsula Water District

ATTEST:

DISTRICT SECRETARY

DRAFT – January 26, 2026

**Memorandum of Understanding Between the City of Belmont
and the Mid-Peninsula Water District
Regarding Application of Trench and Paving Standards**

This Memorandum of Understanding (“MOU”) is entered into as of [Date], by and between the City of Belmont, a municipal corporation (“City”) and Mid-Peninsula Water District, a public agency (“District”). The City and District are collectively referred to as the “Parties.”

The City was incorporated in 1926, and the District was formed in 1929. During their 96-year co-existence, both agencies have had a cooperative relationship with each other, working towards the benefit of the same thriving community. In recent years, the City Public Works staff and District staff have been holding quarterly meetings to better coordinate our projects in various ways, including where possible, completing District water main replacements in advance of City street paving projects in the same areas, to better serve and apply tax- and ratepayer funds. In the spirit of our collaborative relationship and our commitment to serving the same community, the Parties have agreed to three items on the application of the City’s trench and paving standards to District Projects.

Agreement Item 1 – Trench Standards

WHEREAS, the City implemented a new utility trench standard in 2020, which differs in selected ways from the District’s own trench standards that were established in 2011.

WHEREAS, historically, any defect or deterioration in a trench or paved area resulting from a District project or repair located in a City-maintained street has been promptly resolved by the District in a timely manner.

WHEREAS, the Parties have worked together over the last several years to review the City’s trench standards as they apply to District projects, the impacts of the different standards on costs to District ratepayers, and the differences in effectiveness of the two trench standards on the longevity and integrity of pavement in the area of District projects.

NOW, THEREFORE, the Parties agree as follows:

1. For purposes of District projects completed by District staff or District-hired contractors, the District’s trench detail is effective at maintaining the longevity and integrity of the pavement over completed trenches, and as such, the District will continue to use its own trench detail for District projects.

Agreement Items 2A & 2B – Paving Standards for A) Planned District Capital Projects and B) Unplanned District Emergency Repair Projects

WHEREAS, through joint coordination with the City, the District endeavors to complete its water main replacement capital projects in streets with lower Pavement Conditions Index (PCI), and to avoid projects in recently-paved and high PCI streets.

WHEREAS, the rate- and taxpayers of Belmont are best served when costs are controlled on District capital projects, including by having all work well-defined before the bid of a capital project, rather than added-on as a change-order during project construction.

WHEREAS, the District understands that one of the goals of the City's pavement restoration standard is to avoid creating a "patchwork" effect in the roads due to multiple small trenches and patches located near each other.

WHEREAS, the City understands that the District is mandated to spend its funds on expenses related directly to providing water service to its customers, and that it may be subject to scrutiny or challenge if its funds are viewed to be being used beyond its mandate.

NOW, THEREFORE, the Parties agree as follows for 2A) Planned District Capital Projects:

1. The District will continue to provide the City with draft capital project plans within the public right-of-way for review.
2. The City will continue to thoroughly review District capital project plans and provide comments in a timely manner.
3. The City will continue to share its pavement project plans well in advance and the District will continue to coordinate its main replacement and upgrade work in relation to the pavement schedule.
4. The District will continue to include slurry sealing of affected street segments following main replacement projects as part of the project. When the City has a paving project planned in a given area in the near future (within approximately one year), the District may pay the slurry seal costs to the City in lieu of completing the sealing under the District project.
5. The City will endeavor to provide all pavement restoration requirement comments during the design phase of the project thereby avoiding District construction change orders when comments are provided during construction.
6. Given the above process, all paving-related requirements for planned District projects will be addressed on a case-by-case basis during the review of draft capital project plans, and those requirements may not strictly follow City's standard for pavement restoration, depending on specific project needs and goals.
7. The District is not obligated to comply with any pavement restoration requirements not identified during plan review, unless they are a result of a material change to the project based on field conditions.

NOW, THEREFORE, the Parties agree as follows for 2B) Unplanned District Emergency Repair Projects:

1. For emergency repairs completed by District staff or District-hired contractors, if there is an existing patch, regardless of who placed it, within five (5) feet of the District's repair patch, the District will extend its paving to that patch, removing and replacing any pavement across that span.
2. For emergency repairs, the District's repaving will not extend more than five (5) feet beyond the perimeter of its own trench in any direction.

This MOU may only be amended in writing with consent from both Parties.

IN WITNESS WHEREOF, the Parties have executed this MOU as of the date first written above:

DISTRICT:

CITY:

MID-PENINSULA WATER DISTRICT

THE CITY OF BELMONT

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

**Memorandum of Understanding Between the City of Belmont
and the Mid-Peninsula Water District
Regarding Application of Trench and Paving Standards**

This Memorandum of Understanding (“MOU”) is entered into as of [Date], by and between the City of Belmont, a municipal corporation (“City”) and Mid-Peninsula Water District, a public agency (“District”). The City and District are collectively referred to as the “Parties.”

The City was incorporated in 1926, and the District was formed in 1929. During their 96-year co-existence, both agencies have had a cooperative relationship with each other, working towards the benefit of the same thriving community. In recent years, the City Public Works staff and District staff have been holding quarterly meetings to better coordinate our projects in various ways, including where possible, completing District water main replacements in advance of City street paving projects in the same areas, to better serve and apply tax- and ratepayer funds. In the spirit of our collaborative relationship and our commitment to serving the same community, the Parties have agreed to three items on the application of the City’s trench and paving standards to District Projects.

Agreement Item 1 – Trench Standards

WHEREAS, the City implemented a new utility trench standard in 2020, which differs in selected ways from the District’s own trench standards that were established in 2011.

WHEREAS, historically, any defect or deterioration in a trench or paved area resulting from a District project or repair located in a City-maintained street has been promptly resolved by the District in a timely manner.

WHEREAS, the Parties have worked together over the last several years to review the City’s trench standards as they apply to District projects, the impacts of the different standards on costs to District ratepayers, and the differences in effectiveness of the two trench standards on the longevity and integrity of pavement in the area of District projects.

NOW, THEREFORE, the Parties agree as follows:

1. For purposes of District projects within the public right-of-way or easements completed by District staff or District-hired contractors, the District may utilize the attached Standard Detail No. MP-01 (paved surfaces), MP-02 (graveled areas / road shoulders), MP-03 (unimproved areas), and MP-04 (controlled density fill), all with a Revision Date of January 2019, attached hereto as Exhibit A (“District Trench Details”). The District’s trench details are effective at maintaining the longevity and integrity of the pavement over completed trenches, and as such, the District will continue to use its own trench details for District projects.
2. The Parties recognize that the District Trench Details may be amended from time to time for various reasons, and the District will notify the City Engineer and request written

acknowledgement of the amended details to be used under this MOU without an amendment to this MOU needed.

3. All trench work will remain subject to standard City inspection and encroachment permit requirements.

Agreement Items 2A & 2B – Paving Standards for A) Planned District Capital Projects and B) Unplanned District Emergency Repair Projects

WHEREAS, through joint coordination with the City, the District endeavors to complete its water main replacement capital projects in streets with lower Pavement Conditions Index (PCI), and to avoid projects in recently-paved and high PCI streets.

WHEREAS, the rate- and taxpayers of Belmont are best served when costs are controlled on District capital projects, including by having all work well-defined before the bid of a capital project, rather than added-on as a change-order during project construction.

WHEREAS, the District understands that one of the goals of the City's pavement restoration standard is to avoid creating a "patchwork" effect in the roads due to multiple small trenches and patches located near each other and inconsistent roadway cross sections.

WHEREAS, the City understands that the District is mandated to spend its funds on expenses related directly to providing water service to its customers, and that it may be subject to scrutiny or challenge if its funds are viewed to be being used beyond its mandate.

NOW, THEREFORE, the Parties agree as follows for 2A) Planned District Capital Projects:

1. The District will continue to provide the City with draft capital project plans within the public right-of-way for review.
2. The City will continue to thoroughly review District capital project plans and provide comments in a timely manner.
3. The City will continue to share its pavement project plans well in advance and the District will continue to coordinate its main replacement and upgrade work in relation to the pavement schedule.
4. The District will continue to include slurry sealing of affected street segments following main replacement projects as part of the project. When the City has a paving project planned in a given area in the near future (within approximately one year), the District may pay the slurry seal costs to the City in lieu of completing the sealing under the District project.
5. The City will endeavor to provide all pavement restoration requirement comments during the design phase of the project thereby avoiding District construction change orders when comments are provided during construction. While taking into consideration existing road classification, pavement condition, and traffic loading at the project

location, the City will consider the District's project goals and obligation to focus its scope on water system infrastructure.

6. Given the above process, all paving-related requirements for planned District projects will be addressed on a case-by-case basis during the review of draft capital project plans, and it is understood that those requirements may vary from the City's standard for pavement restoration, depending on specific project needs and goals.
7. The District is not obligated to comply with any additional pavement restoration requirements not identified and documented during plan review and permitting, unless they are a result of a material change to the project scope based on field conditions.

NOW, THEREFORE, the Parties agree as follows for 2B) Unplanned District Emergency Repair Projects:

1. For emergency repairs completed by District staff or District-hired contractors, if there is an existing patch, regardless of who placed it, within five (5) feet of the District's repair patch, the District will extend its paving to that patch, removing and replacing any pavement across that span.
2. For emergency repairs, the District's repaving will not extend more than five (5) feet beyond the perimeter of its own trench in any direction.

Notwithstanding the terms set herein, the City Engineer and the District's General Manager or their designees may mutually agree to different pavement restoration requirements or variances to District Trench Details or City standards on a case-by-case basis during design, permitting, or construction.

This MOU may only be amended in writing with consent from both Parties. The terms of this MOU shall remain in effect until such time that either party provides 90 days written termination notice. Nothing herein shall supersede applicable provisions of the Belmont Municipal Code except as expressly provided herein.

Attachments: District Trench Details Std. No. MP-01, MP-02, MP-03, and MP-04, with Revision Dates of 01/2019

IN WITNESS WHEREOF, the Parties have executed this MOU as of the date first written above:

DISTRICT:

CITY:

MID-PENINSULA WATER DISTRICT

THE CITY OF BELMONT

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____



AGENDA ITEM NO. 9.A.1

TO: Board of Directors
FROM: James W Ramsey, CPA, District Treasurer
DATE: February 26, 2026

SUBJECT: RECEIVE REPORT ON BUDGET PERFORMANCE AND FINANCIAL POSITION FOR JANUARY 2026

RECOMMENDATION

Receive and file.

FISCAL IMPACT

None noted.

BACKGROUND

Initial budget was adopted on June 26, 2025. There was a budget amendment during the October 23, 2025 Board Meeting to allocate \$294,876 of the \$500,000 budget amount that was previously earmarked for "Other Projects (Not Yet Identified)" to the Lower Notre Dame Ave/Willow Lane/Oak Knoll Cross Country WMI project for \$294,876.

DISCUSSION

Please find the enclosed fiscal year 2025/26 (FY 25/26) unaudited Statements of Financial Position as of January 31, 2026 and 2025, as well as the monthly budget report for the period of July 1 – January 31, 2026.

The following highlights significant activity through and as of January 31, 2026:

- The first California Debt and Investment Advisory Commission (CDIAC) report was submitted this month for the 2025 COP issuance.
- The annual State Controller's Report Financial Transactions Report was submitted.
- We received the second installment of the ERAF (Educational Revenue Augmentation Fund) of \$119,613.39. We received 45% of the ERAF in August, 50% of our ERAF in January. The final 5% will be paid in August of 2026.

- Received an annual rebate from our credit card held at Umpqua (now Columbia Bank) for \$1,938.43.
- The net surplus from operations is \$3,975,400, an increase of \$2,628,575 as compared to the same period last year. The primary changes stem from water commodity charges that is \$1,368,892 higher than this time last year and fixed system charges which is \$929,535 higher as compared to this time last year. This is offset by a decrease of \$611,064 in capacity charges as compared to the same time last year. Interest revenue is trending higher than last year by \$457,538 due to the addition of the 2026 COPs.
- Purchased water is flat as compared to last year with a slight decrease of \$28,238 as compared to this time last year. Professional services is running \$152,448 less than this time last year and maintenance and rehabilitation for the operating system is running \$154,191 higher this year as compared to last year.
- The first full debt service payment for the 2025 COPs were made and total debt service was paid on December 1st of \$2,115,304, which is nearly \$1,000,000 more than last year. The payment also includes principal and interest for the 2016 COPs of \$765,500.
- Water Commodity Charges totaled \$8,886,879. This is 60.6% of budget.
- Fixed System Charges were \$2,828,388, which is 65.6% of budget.
- There was a receipt for Water System Capacity Charges that was received during the month of October for \$196,275 for connection fees related to development.
- The total interest revenue from all sources is \$654,847 as of January 31, 2026.
- Total Operating Revenue is \$11,883,413 which is 61.8% of budget. Total Non-Operating Revenue is \$1,411,607 which is 73% of the budget.
- Total Revenue is \$13,295,021 which is 62.8% of budget.
- Combined Salaries & Wages and Payroll Taxes & Benefits is \$2,391,143, which is 58% of budget.
- Purchased Water is \$3,915,534. Purchased Water cost for the year ended June 30, 2025, was \$6,508,905.
- Total Operating Expenditures were \$9,319,621, which is 50.2% of budget.
- Capital expenditures include payments primarily towards CIP 21-01, Dekoven Tank Utility/Lincoln/Newlands/Oak Knoll Water Main Replacement. Total drawdowns from the COP funds totaled \$1,475,586 including reimbursing the District for expenses incurred prior to the issuance of the debt in the amount of \$689,764.
- Unrestricted Cash & Cash Equivalents is \$4,831,247, which is an increase of \$1,991,156 as compared to this time last year.
- Investments is \$11,913,569, a decrease of \$1,049,287 from last year. Amounts were transferred to BNY for debt service purposes.
- Restricted cash includes the proceeds from the 2025 COP issuance of \$33,000,000 as well as amounts recorded at PARS for OPEB. The account has a fair market value of \$32,869,527 available to spend. Total cost of investments is \$26,170,784 invested in T-Bills and Bonds and \$6,452,966 in money market funds.
- Unrestricted Net Position was \$20,583,089 with Total Net Position of \$46,519,248.

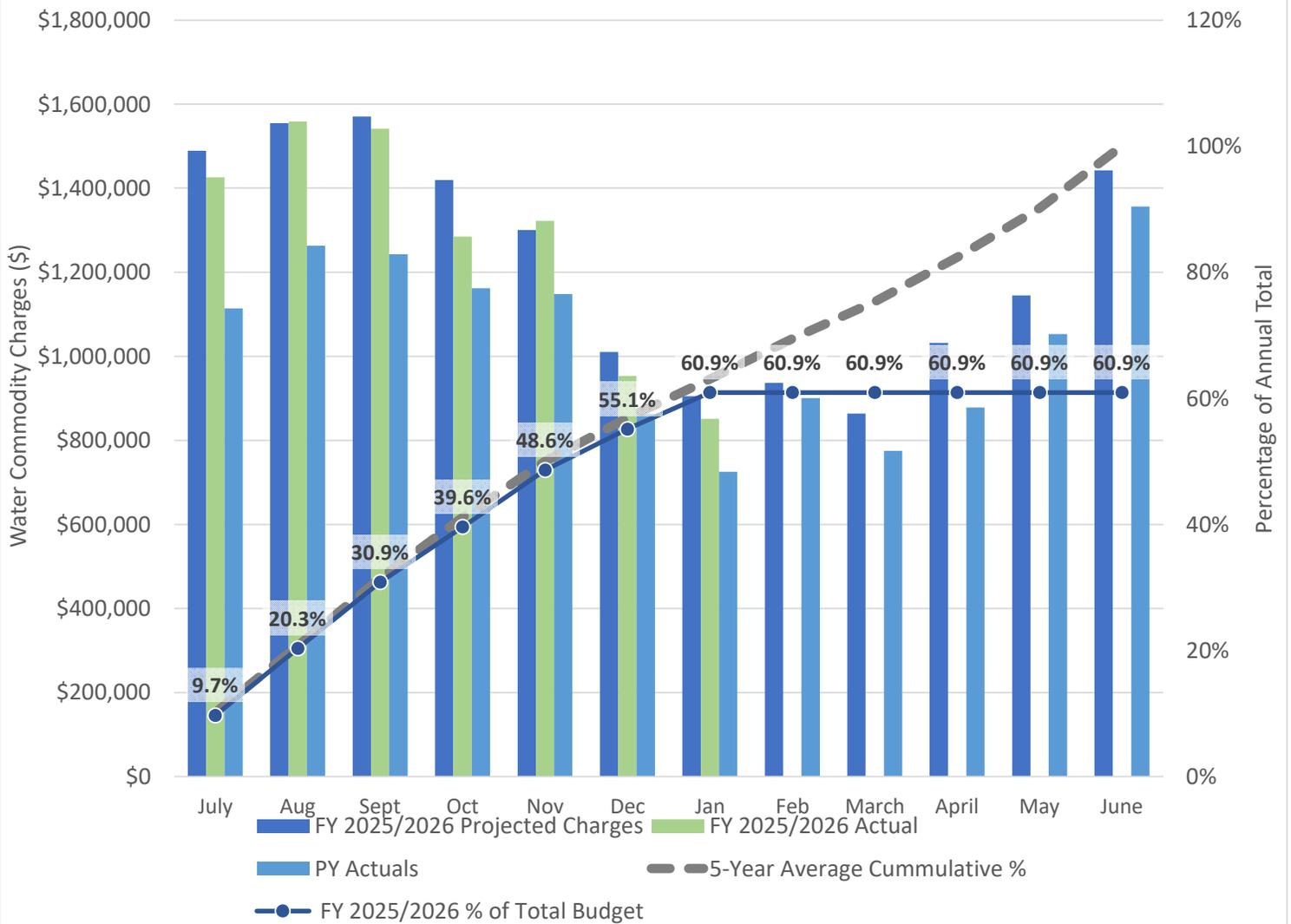
Attachments: Financial Reports

**MID-PENINSULA WATER DISTRICT
MONTHLY BUDGET REPORT-OPERATING
FOR THE 7 MONTHS ENDED JANUARY 31, 2026
SUMMARY (UNAUDITED)**

Target 58.33%

| DESCRIPTION | APPROVED FY 2025-26 BUDGET | ACTUALS 7/1/2025- 12/31/2025 | REMAINING BALANCE/ (OVER BUDGET) | Y-T-D % OF BUDGET |
|--|----------------------------------|------------------------------------|--|-------------------------|
| OPERATING REVENUE | | | | |
| WATER COMMODITY CHARGES | 14,669,000 | 8,886,879 | 5,782,121 | 60.6% |
| FIXED SYSTEM CHARGES | 4,310,700 | 2,828,388 | 1,482,312 | 65.6% |
| FIRE SERVICE CHARGES | 18,000 | 10,658 | 7,342 | 59.2% |
| MISC CUSTOMER ACCOUNT FEES | 107,000 | 89,191 | 17,809 | 83.4% |
| SERVICE LINE & INSTALLATION CHARGES | 110,000 | 57,297 | 52,703 | 52.1% |
| MISCELLANEOUS OPERATING | 25,000 | 11,000 | 14,000 | 44.0% |
| TOTAL OPERATING REVENUE (SOURCES) | 19,239,700 | 11,883,413 | 7,356,287 | 61.8% |
| WATER SYSTEM CAPACITY CHARGES | - | 196,275 | (196,275) | 0.0% |
| PROPERTY TAX REVENUE | 555,900 | 459,297 | 96,604 | 82.6% |
| LEASE OF PHYSICAL PROPERTY | 168,000 | 93,418 | 74,582 | 55.6% |
| MISCELLANEOUS NON-OPERATING | 75,000 | 5,771 | 69,229 | 7.7% |
| INTEREST REVENUE - PARS | 40,000 | 44,766 | (4,766) | 111.9% |
| INTEREST REVENUE - LAIF | 75,000 | 48,609 | 26,391 | 64.8% |
| INTEREST REVENUE - COP | 724,000 | 355,851 | 368,149 | 49.2% |
| INTEREST REVENUE - US TREASURIES | 42,000 | 187,209 | (145,209) | 445.7% |
| INTEREST REVENUE - SWEEP ACCOUNT | 251,000 | 18,412 | 232,588 | 7.3% |
| LANDSCAPE PERMIT REVENUE | 4,000 | 2,000 | 2,000 | 50.0% |
| TOTAL NON-OPERATING REVENUE (SOURCES) | 1,934,900 | 1,411,607 | 523,293 | 73.0% |
| TOTAL REVENUE (SOURCES) | 21,174,600 | 13,295,021 | 7,879,579 | 62.8% |
| OPERATING EXPENDITURES (USES) | | | | |
| SALARIES & WAGES | 2,794,323 | 1,611,527 | 1,182,796 | 57.7% |
| PAYROLL TAXES & BENEFITS | 1,327,100 | 779,616 | 547,484 | 58.7% |
| PURCHASED WATER | 7,192,500 | 3,915,534 | 3,276,966 | 54.4% |
| OUTREACH & EDUCATION | 78,000 | 20,684 | 57,316 | 26.5% |
| M&R - OPS SYSTEM | 608,500 | 357,733 | 250,767 | 58.8% |
| M&R - FACILITIES & EQUIPMENT | 225,000 | 167,075 | 57,925 | 74.3% |
| SYSTEM SURVEYS | 740,000 | 9,430 | 730,570 | 1.3% |
| ADMINISTRATION & EQUIPMENT | 754,000 | 507,354 | 246,646 | 67.3% |
| MEMBERSHIP & GOV FEES | 396,950 | 357,015 | 39,935 | 89.9% |
| UTILITIES | 580,000 | 327,739 | 252,261 | 56.5% |
| PROFESSIONAL SERVICES | 1,043,850 | 405,668 | 638,182 | 38.9% |
| TRAINING/TRAVEL & RECRUITMENT | 82,000 | 39,186 | 42,814 | 47.8% |
| DEBT SERVICE | 2,759,755 | 820,960 | 1,938,795 | 29.7% |
| TOTAL OPERATING EXPENDITURES (USES) | 18,581,978 | 9,319,621 | 9,262,357 | 50.2% |
| NET SURPLUS/LOSS | 2,592,622 | 3,975,400 | (1,382,778) | |
| DEBT SERVICE COVERAGE | 1.54 | 5.08 | | |

Analysis of Water Commodity Charges



| | Expected 5-Year Average Cummulative % | Expected Monthly Percentage | PY Actuals | FY 2025/2026 Projected Charges | FY 2025/2026 Actual | FY 2025/2026 % of Total Budget |
|--------------|---|-----------------------------------|----------------------|-----------------------------------|------------------------|-----------------------------------|
| July | 10.2% | 10.2% | 1,114,313 | 1,489,056 | 1,425,869 | 9.7% |
| August | 20.7% | 10.6% | 1,263,340 | 1,554,724 | 1,558,487 | 20.3% |
| September | 31.5% | 10.7% | 1,242,910 | 1,570,282 | 1,541,323 | 30.9% |
| October | 41.1% | 9.7% | 1,162,175 | 1,419,114 | 1,284,559 | 39.6% |
| November | 50.0% | 8.9% | 1,148,035 | 1,300,745 | 1,322,249 | 48.6% |
| December | 56.9% | 6.9% | 862,208 | 1,010,391 | 952,793 | 55.1% |
| January | 63.1% | 6.2% | 725,006 | 905,204 | 851,479 | 60.9% |
| February | 69.4% | 6.4% | 900,824 | 936,412 | - | 60.9% |
| March | 75.3% | 5.9% | 775,011 | 863,897 | - | 60.9% |
| April | 82.4% | 7.0% | 878,167 | 1,032,000 | - | 60.9% |
| May | 90.2% | 7.8% | 1,052,701 | 1,145,120 | - | 60.9% |
| June | 100.0% | 9.8% | 1,356,461 | 1,442,054 | - | 60.9% |
| TOTAL | | 100.0% | \$ 12,481,150 | \$ 14,669,000 | \$ 8,936,760 | |

MID-PENINSULA WATER DISTRICT
STATEMENT OF NET POSITION (UNAUDITED)
AS OF JANUARY 31, 2026 AND JANUARY 31, 2025

| <u>ASSETS</u> | AS OF 1/31/2026 | AS OF 1/31/2025 |
|--|--------------------|--------------------|
| Current Assets | | |
| Cash and cash equivalents | \$ 4,831,247 | \$ 2,840,091 |
| Investments | 11,913,569 | 12,962,856 |
| Accounts receivable | 3,209,021 | 2,421,398 |
| Total Current Assets | 20,028,565 | 18,308,333 |
| Restricted cash with fiscal agent | 33,507,875 | 1,089,558 |
| Lease receivable | 813,519 | 958,464 |
| Construction in progress | 4,614,135 | 9,525,196 |
| Capital assets, net | 37,266,680 | 29,443,544 |
| Net OPEB asset | 905,134 | 660,560 |
| TOTAL ASSETS | \$ 97,135,908 | \$ 59,985,655 |
| Deferred Outflows of Resources | | |
| Pension related deferred outflows | \$ 807,407 | \$ 1,313,533 |
| OPEB related deferred outflows | 168,726 | 346,521 |
| Total Deferred Outflows | \$ 976,133 | \$ 1,660,054 |
| <u>LIABILITIES</u> | | |
| Current Liabilities | | |
| Accounts payable | \$ 36,618 | \$ 11,334 |
| Accrued expenses | 51,528 | 55,122 |
| Current portion of long-term debt | 1,239,182 | 544,670 |
| Total Current Liabilities | 1,327,328 | 611,126 |
| Noncurrent Liabilities | | |
| Compensated absences | 375,265 | 241,507 |
| Lease liability | 539,077 | - |
| SBITA Liability | 150,951 | - |
| Long-term portion of Certificates of Participation | 47,575,002 | 15,776,229 |
| Net pension liability | 518,968 | 555,222 |
| Total Noncurrent Liabilities | 49,159,263 | 16,572,958 |
| TOTAL LIABILITIES | 50,486,591 | 17,184,084 |
| Deferred Inflows of Resources | | |
| Pension related deferred inflows | 389,316 | 594,735 |
| Lease receivable related deferred inflows | 716,886 | 833,477 |
| Total Deferred Inflows | 1,106,202 | 1,428,212 |
| <u>NET POSITION</u> | | |
| Net investment in capital assets | \$ 25,936,159 | \$ 13,122,645 |
| Unrestricted | 20,583,089 | 29,910,768 |
| TOTAL NET POSITION | \$ 46,519,248 | \$ 43,033,413 |

No assurance provided on financial statements. Financial statements do not include a statement of cash flows. Substantially all disclosures required by accounting principles generally accepted in the United States not included.

**MID-PENINSULA WATER DISTRICT
MONTHLY BUDGET REPORT-CAPITAL
FOR THE 7 MONTHS ENDED JANUARY 31, 2026
SUMMARY (UNAUDITED)**

Target 58.33%

| DESCRIPTION | APPROVED FY 2025-26 BUDGET | ACTUALS 7/1/2025- 12/31/2025 | REMAINING BALANCE/ (OVER BUDGET) | Y-T-D % OF BUDGET |
|--|----------------------------------|------------------------------------|--|-------------------------|
| CAPITAL ASSETS | | | | |
| Capital Equipment | \$ 100,000 | \$ - | \$ 100,000 | - |
| 24" Main Air Valve Install | 150,000 | - | 150,000 | - |
| TOTAL CAPITAL ASSET | 250,000 | - | 250,000 | - |
| CAPITAL PROJECTS - PAYGO | | | | |
| | - | - | - | - |
| CIP 105-1621 Old Country WMR | - | 71,828 | (71,828) | 0.0% |
| CIP 20-07 Harbor Blvd | - | 113 | (113) | - |
| CIP 21-01 Dekoven Tank Util/Lincoln/Newlands/Oak Knoll | 2,439,155 | 2,181,321 | 257,834 | 89.4% |
| CIP 24-08 Exbourne West Tank Recoating | 679,271 | 33,740 | 645,531 | 5.0% |
| CIP 24-09 Hallmark North Tank Recoating | 2,896,109 | 5,057 | 2,891,052 | 0.2% |
| CIP 24-10 West Belmont North Tank Recoating | 144,271 | 33,740 | 110,531 | 23.4% |
| CIP 15-68/15-48 Lower Notre Dame Ave/ Willow Lane/Oak Knoll Cross Country WMI* | 294,876 | 16,687 | 278,189 | 5.7% |
| Other Projects (Not Yet Identified) | 205,124 | - | 205,124 | - |
| TOTAL CAPITAL PROJECTS - PAYGO | 6,658,805 | 2,342,486 | 4,316,320 | 35.2% |
| CAPITAL PROJECTS - DEBT FINANCING | | | | |
| CIP 20-09 Dairy Lane Operations Center Rehabilitation - Architect | 845,000 | 53,998 | 791,002 | 6.4% |
| CIP 20-10 Dairy Lane Operations Center Rehabilitation - Construction | 3,006,250 | - | 3,006,250 | - |
| CIP 24-07 Folger Property Improvements | 5,340,000 | 159,629 | 5,180,371 | 3.0% |
| CIP 15-89 Dekoven Tanks Replacement | 2,530,000 | 45,334 | 2,484,666 | 1.8% |
| CIP 15-72b SR 101 Crossing at PAMF Hospital - Phase 2 | 2,073,750 | 47,513 | 2,026,237 | 2.3% |
| TOTAL CAPITAL PROJECTS - DEBT FINANCING | 13,795,000 | 306,474 | 13,488,526 | 2.2% |
| TOTAL CAPITAL PROJECTS | 20,453,805 | 2,648,960 | 17,804,846 | 13.0% |
| TOTAL CAPITAL | 20,703,805 | 2,648,960 | 18,054,846 | 12.8% |

**MID-PENINSULA WATER DISTRICT
INVESTMENT & RESERVES REPORT (UNAUDITED)
AS OF NOVEMBER 30, 2025**

| Cash Analysis | | | | | Interest Earned (Fiscal - to date) | Yield | Maturity Date | Days to Maturity |
|--------------------|----------------------------|----------------------|----------------------|-------------------|---|-----------------|---------------|------------------|
| Account | Investment | Cost | Market Value | | | | | |
| Petty Cash | Cash | \$ 600 | \$ 600 | \$ - | | n/a | n/a | n/a |
| Umpqua Credit Card | Cash | 150,000 | 150,000 | - | | n/a | n/a | n/a |
| Wells Fargo & XBP | Cash | 2,235,092 | 2,235,092 | 18,412 | | 3.66% | n/a | n/a |
| LAIF | LAIF | 2,443,355 | 2,443,355 | 50,319 | | 4.20% + | n/a | 0 |
| PARS - Pension | * Money Market Funds | A 623,725 | 623,725 | 44,766 | | 10.80% ++ | n/a | 0 |
| PARS - OPEB | ** Money Market Funds | A 4,663,152 | 4,663,152 | 184,237 | | 10.80% ++ | n/a | 0 |
| Zions | Money Market Funds | 372 | 372 | | | 3.57% | n/a | 0 |
| | US Treasury Notes | 4,971,175 | 4,966,424 | | | 4.25% | 1/31/2026 | 62 |
| | US Treasury Notes | 3,630,783 | 3,628,870 | | | 4.85% | 4/30/2026 | 151 |
| | US Treasury Notes | 0 1,659,272 | 1,662,422 | | | 4.25% | 10/31/2026 | 335 |
| | US Treasury Notes | 1,659,988 | 1,658,514 | | | 4.85% | 10/31/2027 | 700 |
| | Total Zions | <u>11,921,589</u> | <u>11,916,602</u> | <u>83,614</u> | | | | |
| BNY - Reserve | * Money Market Funds - 761 | 7,386 | 7,386 | | | 3.57% | n/a | 0 |
| | * Money Market Funds - 582 | 7,237 | 7,237 | | | 3.47% | n/a | 0 |
| BNY - Project | Money Market Funds | 6,452,966 | 6,452,966 | | | 3.53% | n/a | 0 |
| | US Treasury Notes | 1,346,921 | 1,346,000 | | | 4.15% | 1/31/2026 | 62 |
| | US Treasury Notes | 601,345 | 599,347 | | | 4.12% | 2/28/2026 | 90 |
| | US Treasury Notes | 601,146 | 599,659 | | | 4.08% | 3/31/2026 | 121 |
| | US Treasury Notes | 1,613,194 | 1,653,561 | | | 4.06% | 4/30/2026 | 151 |
| | US Treasury Notes | 1,620,452 | 1,661,102 | | | 4.06% | 5/31/2026 | 182 |
| | US Treasury Notes | 1,616,380 | 1,655,134 | | | 4.01% | 6/30/2026 | 212 |
| | US Treasury Notes | 15,459,032 | 15,521,131 | | | 0.50% - 4.375% | FY 2027 | Various |
| | US Treasury Notes | 1,336,304 | 1,370,193 | | | 0.50% - 3.750% | FY 2028 | Various |
| | US Treasury Notes | 1,184,618 | 1,199,204 | | | 1.00% - 4.875% | FY 2029 | Various |
| | US Treasury Notes | 367,026 | 370,460 | | | 3.875% - 4.00% | FY 2030 | Various |
| | Strips | 214,501 | 222,649 | | | 3.957% - 4.018% | FY 2029 | Various |
| | Strips | 209,863 | 218,120 | | | 3.964% - 4.044% | FY 2030 | Various |
| | Total BNY - Project | <u>32,623,750</u> | <u>32,869,527</u> | <u>347,046</u> | | | | |
| | Total Cash and investments | <u>\$ 54,661,262</u> | <u>\$ 54,902,053</u> | <u>\$ 728,394</u> | | | | |

A - based on September values

* - Restricted accounts

** - amounts not reported in financial statements due to accounting treatment

+ - based on a rolling 12 - month average

++ - based on a 3-year annualized return

No assurance provided on financial statements. Financial statements do not include a statement of cash flows. Substantially all disclosures required by accounting principles generally accepted in the United States not included.

Reserves Analysis

| Priority | Reserve | Target | Funded Amount | % Funded | Description of amount |
|-----------------|---------------------------------------|----------------------|----------------------|-----------------|--|
| 1 | Working Capital (Operating) Reserve | \$ 9,290,989 | \$ 9,290,989 | 100.00% | 50% of annual fiscal year budgeted expenditures |
| 2 | Capital Reserve | 8,000,000 | 7,447,273 | 93.09% | Fixed amount |
| 3 | a IRC 115 Irrevocable Trust - Pension | 555,222 | 623,725 | 112.34% | 100% of the District's projected net pension/total OPEB liability, or \$500,000 if no liability is outstanding. Based on most recent audited financial statements. |
| | b IRC 115 Irrevocable Trust - OPEB | 3,495,503 | 4,663,152 | 133.40% | |
| 4 | Rate Stabilization Reserves | 1,200,000 | - | 0.00% | Fixed amount or \$500,000 if no bonds are outstanding |
| n/a | Project Funding | - | 32,869,527 | n/a | |
| n/a | Reserve for debt service | 1,795,600 | 7,386 | 0.41% | Amount based on next scheduled debt service. |
| | Total Reserves | <u>\$ 24,337,314</u> | <u>\$ 54,902,052</u> | 225.59% | |

No assurance provided on financial statements. Financial statements do not include a statement of cash flows. Substantially all disclosures required by accounting principles generally accepted in the United States not included.



AGENDA ITEM NO. 9.A.2.

DATE: February 26, 2026
TO: Board of Directors
FROM: Joubin Pakpour, PE – District Engineer

SUBJECT: District Engineer Update

Lower Notre Dame, Willow Water Main Improvements (15-48 & 15-63)

Design is underway with verification of the topographic survey, utility locating and preliminary layout. The project is on budget and is a few weeks behind schedule due to a late submittal by the survey subconsultant.

SR101 Crossing @ PAMF Hospital, Phase II (15-72b)

The City of San Carlos finished the preliminary design of their sewer project; we met with them to confirm their layout and a few outstanding issues. We are now proceeding with our final design with the anticipation of starting construction in late summer. There are several coordination items pending with the City. Our design consultant will have a scope and budget request at next month's board meeting to account for the changes since the original alignment was designed.

Dekoven Tanks Replacement (15-89)

The project is under design, with an anticipated start date of fall 2026, moved from this winter due to coordination efforts. We are meeting with legal counsel regarding moving existing antennas on the site.

Transmission Water Main Assessment (20-05)

We are working with the start up firm to confirm their work with references from East Bay MUD.

West Belmont (N) & Exbourne (W) Tanks Improvements (24-08 & 24-09)

Please see separate report.

City Project Updates

2025 & 2026 Sewer Projects

Twin Pines Park Detention Basin Water Main Improvement – Project is placed on hold due to lack of funding by the City.



Memo

To: Mid-Peninsula Water District **Date:** 02/26/26
Attn: Board of Directors **Project No.:** 10012.29
Project Name: DLNO Water Main Improvements
Reference: Progress Payment No. 7
From: Joubin Pakpour, PE – District Engineer 

Construction Status

On December 12, 2025, K.J. Woods Construction (KJW) completed all contract items except slurry-sealing the project limits and restriping. The District and KJW agreed to temporarily pause the work and extend the working days until the date on which slurry sealing and restriping work will resume.

Change Orders No. 3

Change order No. 3, in the amount of \$31,300.00, includes the four (4) items listed below. All work was reviewed and approved by the District. Please refer to the enclosed change order No. 3 for additional information and details on each item. A total of \$31,300.00 and seventy seven (77) working days were added to the original contract.

- Item No. 1: Contract Working Days – Weather Conditions
- Item No. 2: Discrepancy in Valley Gutter Bid Unit, Additional Valley Gutter Installation & Increased Thickness
- Item No. 3: Contract Working Days Extension
- Item No. 4: Air Release Valve Enclosure

Change Order Summary

As of January 31, 2026, the total project change orders are \$72,690.50, as broken down below. The industry standard for non-owner-initiated change orders for underground construction is approximately 10%. The total for this project was 3.85%, well below industry standards.

| Change Order Description | Total Amount | % Increase/Decrease over Original Contract | % of Total Change Order |
|--------------------------|---------------------|--|-------------------------|
| Owner Requested (MPWD): | \$ 30,591.06 | 1.62% | 42.08% |
| Unforeseen Conditions: | \$ 25,378.44 | 1.34% | 34.91% |
| Plans/Specifications: | \$ 19,000.00 | 1.01% | 26.14% |
| Balancing Change Order: | \$ (2,279.00) | -0.12% | -3.14% |
| TOTAL: | \$ 72,690.50 | 3.85% | 100.00% |

Project Schedule and Request for Progress Payment No. 7

As of January 31, 2026, the contractor completed 98% of the contractual work **(\$1,912,915.50)** and has 70 of 214 working days remaining.

Enclosed, please find Progress Payment No.7 due KJW for **\$31,616.95** (value of work minus 5 percent retention). The work performed to date has been satisfactory, and payment is recommended.

| | Current Month | Total | |
|---|---------------------|------------------------|-------|
| Original Contract Amount | | \$ 1,888,000.00 | |
| Approved Change Orders | \$ 31,300.00 | \$ 72,690.50 | 3.85% |
| Final Contract Amount | | \$ 1,960,690.50 | |
| Previously Paid | | \$ 1,785,652.77 | |
| Current Request (Less Retention) | \$ 31,616.95 | \$ 31,616.95 | |
| Retention | \$ 1,664.04 | \$ 95,645.78 | |
| Total Value of Work Completed | \$ 33,281.00 | \$ 1,912,915.50 | 98% |
| Total Remaining on Contract | | \$ 47,775.00 | 2% |

**Mid-Peninsula Water District
 Dekoven, Lincoln, Newlands, and Oak Knoll Water Main Improvements
 Project No. 10012.29**

**Change Order No. 3
 K.J. Woods Construction Inc.
 February 9, 2026**

Item No. 1 – Contract Working Days – Weather Conditions

Due to adverse weather conditions, K.J. Woods Construction Inc. (KJW) was unable to perform contract work on November 5, 2025, November 13, 2025 and November 17, 2025. An additional 3 working days time extension was added to the Contract, bringing the revised total to 140 working days. There is no cost associated with this item.

| | |
|--|----------------|
| Total Cost of Item No. 1 - | \$ 0.00 |
| Total Increase of Working Days for Item No. 1 - | 3 Days |

Item No. 2 – Discrepancy in Valley Gutter Bid Unit, Additional Valley Gutter Installation & Increased Thickness

A discrepancy was identified in the designer’s bid item unit of measure for the valley gutter. After reviewing the contractor’s supporting documentation and comparing it with other bid items that include similar concrete work in the Contract, the Mid-Peninsula Water District (District) and KJW agreed to revise the bid unit from linear feet (LF) to square feet (SF). Additionally, due to changes within the new water main alignment and at the request of the City of Belmont (City), an additional valley gutter was installed. The revised detail provided by the City also increased the required valley gutter thickness from 6 inches to 8 inches. Following negotiations with KJW, the District approved an additional total cost of \$32,000, as detailed below. Furthermore, an additional 3 working days time extension was also added to the Contract, bringing the revised total to 143 working days.

| | |
|--|---------------------|
| Total cost for installation of additional valley gutter | \$ 5,000.00 |
| Total cost for increased valley gutter thickness | \$ 8,000.00 |
| <u>Total cost related to discrepancy in bid item unit of measurement</u> | <u>\$ 19,000.00</u> |
| Total Cost of Item No. 2 - | \$ 32,000.00 |
| Total Increase of Working Days for Item No. 2 - | 3 Days |

February 9, 2026 – Page 2
KJW – Change Order No. 3

Item No. 3 – Contract Working Days Extension

Due to adverse weather conditions, KJW and their subcontractor, Graham, were unable to perform the slurry sealing and striping contract work. As a result, the contract working days will be extended from December 12, 2026, through March 31, 2026, when the weather conditions are anticipated to permit slurry sealing operations. An additional 71 working days' time extension was added to the Contract, bringing the revised total to 214 working days. There is no cost associated with this item.

| | |
|--|----------------|
| Total Cost of Item No. 3 - | \$ 0.00 |
| Total Increase of Working Days for Item No. 3 - | 71 Days |

Item No. 4 – Air Release Valve Enclosure

During construction, the property owner at 2816 Newlands Ave requested that the District install a faux rock enclosure in lieu of the District's standard Air Release Valve (ARV) enclosure located in front of the property. The District and K.J. Woods Construction (KJW) agreed that the District would receive a total of \$700 credit for the standard ARV enclosure that was not installed. The District will install the faux rock in-house.

| | |
|--|--------------------|
| Total Cost of Item No. 4 - | \$ (700.00) |
| Total Increase of Working Days for Item No. 4 - | 0 Days |

| | |
|--|---------------------|
| Total Cost of Change Order No. 3 - | \$ 31,300.00 |
| Overall Increase of Working Days for Change Order No. 3 - | 77 Days |

Other Terms Remain in Effect

This **Change Order No. 3** fully resolves all cost and time issues related to the work described above, including any indirect effects or the effect of this Change Order on any other work performed by **K.J. Woods Construction Inc.** This Change Order does not modify or supersede any provision of the Contract, unless, and only to the extent, explicitly stated in this Change Order.

February 9, 2026 – Page 3
KIW – Change Order No. 3

Prepared by:

Feraydoon Jahanian-Farsi
Associate Engineer
Pakpour Consulting Group

Reviewed and approved by:

Joubin Pakpour, PE
District Engineer
Pakpour Consulting Group

Reviewed and approved by:

Maitri Desai
District Inspector
Pakpour Consulting Group

Reviewed and approved by:

Kat Wuelfing
General Manager
Mid-Peninsula Water District

Reviewed and approved by:

Jack Raftery
Project Manager
K.J. Woods Construction Inc.



**Mid-Peninsula Water District
DLNO Water Main Improvements
Change Order Summary**



Project Manager: Feraydoon Jahanian-Farsi
Job Number: 10012.29

| Change Order No. | Date | Items | Description | Total Approved Change Order Cost | | | |
|-------------------------------|----------|-------|---|----------------------------------|----------------------------|---------------------|------------------------|
| | | | | Owner/City Requested | Unforeseen Site Conditions | PS&E Change Orders | Balancing Change Order |
| 1 | 11/09/25 | 1 | Locating Existing Service Connection | - | \$ 3,400.32 | - | - |
| | | 2 | 4" Abandon Water Main Encounter | - | \$ 4,132.68 | - | - |
| | | 3 | Conforming Material Compliance with the Submittals | \$ 871.27 | - | - | - |
| | | 4 | Mismarked Water Main at Oak Knoll Drive | - | \$ 3,237.73 | - | - |
| | | 5 | Abandon 6" Water main at 2629 Lincoln Avenue | \$ 4,253.28 | - | - | - |
| | | 6 | Remove Abandoned Service line | - | \$ 624.47 | - | - |
| | | 7 | Oak Knoll Drive Cross Country | - | \$ 3,783.60 | - | - |
| | | 8 | Oak Knoll Drive Rock Encounter Sta 49+66 | - | \$ 1,099.96 | - | - |
| | | 9 | Delay Due to Faulty Gate Valve at Intersection of Dekoven Avenue and Newlands Avenue | - | \$ 1,839.93 | - | - |
| | | 10 | Delay Due to faulty Gate Valve at Intersection of Pine Knoll Drive and Oak Knoll Drive and Caping Existing Main | - | \$ 4,259.75 | - | - |
| 2 | 11/19/25 | 1 | Blow-Off at the End of Wooster Avenue Cross Country Line | \$ 4,366.51 | - | - | - |
| | | 2 | New Air Release Valve at 2303 Cipriani Blvd | \$ 8,800.00 | - | - | - |
| | | 3 | Price Adjustment for Service Connections | - | \$ 3,000.00 | - | - |
| 3 | 02/09/26 | 1 | Contract Working Days - Weather Conditions | - | - | - | - |
| | | 2 | Discrepancy in Valley Gutter Bid Unit, Additional Valley Gutter Installation & Increased Thickness | \$ 13,000.00 | - | \$ 19,000.00 | - |
| | | 3 | Contract Working Days Extension | - | - | - | - |
| | | 4 | Air Release Valve Enclosure | \$ (700.00) | - | - | - |
| BCO 1 | 02/19/26 | 1 | Balancing Change Order | - | - | - | \$ (2,279.00) |
| Change Orders Summary: | | | | \$ 30,591.06 | \$ 25,378.44 | \$ 19,000.00 | \$ (2,279.00) |

| Change Order Total | Change Order Descriptions | Total Amount | %Increase/Decrease over Original Contract | % of Total Change Order |
|--------------------------------------|--|----------------------|---|-------------------------|
| Change Order 1 \$ 27,502.99 | Total Owner Requested Change Orders (MPWD): | \$ 30,591.06 | 1.62% | 42.08% |
| Change Order 2 \$ 16,166.51 | Total Unforeseen Conditions Change Orders: | \$ 25,378.44 | 1.34% | 34.91% |
| Change Order 3 \$ 31,300.00 | Total PS&E Change Orders: | \$ 19,000.00 | 1.01% | 26.14% |
| Balancing Change Order \$ (2,279.00) | Balancing Change Order: | \$ (2,279.00) | -0.12% | -3.14% |
| (a) Total \$ 72,690.50 | TOTAL PROJECT CHANGE ORDERS (a): | \$ 72,690.50 | 3.85% | 100.00% |

TOTAL ORIGINAL CONTRACT AMOUNT (b): \$1,888,000.00
TOTAL REVISED CONTRACT AMOUNT (c) = (a) + (b): \$1,960,690.50



Dekoven, Lincoln, Newlands, and Oak Knoll Water Main Improvements
Progress Payment No. 07
January 1, 2026 to January 31, 2026



| Bid Item | Description | Original Contract Amount | | | | Change Order | | | Revised Contract Amount | | | Earned This Period | | | Prior Billing | | | Total to Date | | |
|----------|---|--------------------------|--------------|------|---------------|--------------|--------------|----------------|-------------------------|--------------|---------------|--------------------|---------------|----|---------------|---------------|------|---------------|---------------|------|
| | | Unit | Unit Price | Qty. | Total Price | Qty. | Unit Price | Total Price | Qty. | Unit Price | Total Price | Qty. | Amount Earned | % | Qty. | Amount Earned | % | Qty. | Amount Earned | % |
| 1 | 12" DIP | LF | \$ 400.00 | 2185 | \$ 874,000.00 | 30 | \$ 400.00 | \$ 12,000.00 | 2,215 | \$ 400.00 | \$ 886,000.00 | 0 | \$ - | 0% | 2215 | \$ 886,000.00 | 100% | 2215 | \$ 886,000.00 | 100% |
| 2 | 8" DIP | LF | \$ 500.00 | 360 | \$ 180,000.00 | -51 | \$ 500.00 | \$ (25,500.00) | 309 | \$ 500.00 | \$ 154,500.00 | 0 | \$ - | 0% | 309 | \$ 154,500.00 | 100% | 309 | \$ 154,500.00 | 100% |
| 3 | 6" DIP | LF | \$ 480.00 | 260 | \$ 124,800.00 | 25 | \$ 480.00 | \$ 12,000.00 | 285 | \$ 480.00 | \$ 136,800.00 | 0 | \$ - | 0% | 285 | \$ 136,800.00 | 100% | 285 | \$ 136,800.00 | 100% |
| 4 | Rehabilitate Existing 6" CIP Cross-Country | LF | \$ 500.00 | 310 | \$ 155,000.00 | 0 | \$ 500.00 | \$ - | 310 | \$ 500.00 | \$ 155,000.00 | 0 | \$ - | 0% | 310 | \$ 155,000.00 | 100% | 310 | \$ 155,000.00 | 100% |
| 5 | 1" Service (Same Location) | EA | \$ 1,500.00 | 10 | \$ 15,000.00 | -4 | \$ 1,500.00 | \$ (6,000.00) | 6 | \$ 1,500.00 | \$ 9,000.00 | 0 | \$ - | 0% | 6 | \$ 9,000.00 | 100% | 6 | \$ 9,000.00 | 100% |
| 6 | 1" Service (Relocate) | EA | \$ 1,500.00 | 7 | \$ 10,500.00 | -7 | \$ 1,500.00 | \$ (10,500.00) | 0 | \$ 1,500.00 | \$ - | 0 | \$ - | 0% | 0 | \$ - | 0% | 0 | \$ - | 100% |
| 7 | 12" Gate Valve | EA | \$ 4,500.00 | 21 | \$ 94,500.00 | 1 | \$ 4,500.00 | \$ 4,500.00 | 22 | \$ 4,500.00 | \$ 99,000.00 | 0 | \$ - | 0% | 22 | \$ 99,000.00 | 100% | 22 | \$ 99,000.00 | 100% |
| 8 | 8" Gate Valve | EA | \$ 2,500.00 | 7 | \$ 17,500.00 | 0 | \$ 2,500.00 | \$ - | 7 | \$ 2,500.00 | \$ 17,500.00 | 0 | \$ - | 0% | 7 | \$ 17,500.00 | 100% | 7 | \$ 17,500.00 | 100% |
| 9 | 6" Gate Valve | EA | \$ 2,000.00 | 6 | \$ 12,000.00 | 0 | \$ 2,000.00 | \$ - | 6 | \$ 2,000.00 | \$ 12,000.00 | 0 | \$ - | 0% | 6 | \$ 12,000.00 | 100% | 6 | \$ 12,000.00 | 100% |
| 10 | 2" Combination Air Valve | EA | \$ 10,000.00 | 1 | \$ 10,000.00 | 3 | \$ 10,000.00 | \$ 30,000.00 | 4 | \$ 10,000.00 | \$ 40,000.00 | 0 | \$ - | 0% | 4 | \$ 40,000.00 | 100% | 4 | \$ 40,000.00 | 100% |
| 11 | Anode Test Station | EA | \$ 4,000.00 | 7 | \$ 28,000.00 | 0 | \$ 4,000.00 | \$ - | 7 | \$ 4,000.00 | \$ 28,000.00 | 0 | \$ - | 0% | 7 | \$ 28,000.00 | 100% | 7 | \$ 28,000.00 | 100% |
| 12 | Potential Test Station | EA | \$ 1,000.00 | 6 | \$ 6,000.00 | 4 | \$ 1,000.00 | \$ 4,000.00 | 10 | \$ 1,000.00 | \$ 10,000.00 | 0 | \$ - | 0% | 10 | \$ 10,000.00 | 100% | 10 | \$ 10,000.00 | 100% |
| 13 | Insulating Test Station | EA | \$ 1,200.00 | 15 | \$ 18,000.00 | -5 | \$ 1,200.00 | \$ (6,000.00) | 10 | \$ 1,200.00 | \$ 12,000.00 | 0 | \$ - | 0% | 10 | \$ 12,000.00 | 100% | 10 | \$ 12,000.00 | 100% |
| 14 | Potholing (District Requested) | EA | \$ 500.00 | 10 | \$ 5,000.00 | -5 | \$ 500.00 | \$ (2,500.00) | 5 | \$ 500.00 | \$ 2,500.00 | 0 | \$ - | 0% | 5 | \$ 2,500.00 | 100% | 5 | \$ 2,500.00 | 100% |
| 15 | Water Main Abandonment (before) | LS | \$ 5,000.00 | 1 | \$ 5,000.00 | 0 | \$ 5,000.00 | \$ - | 1 | \$ 5,000.00 | \$ 5,000.00 | 0 | \$ - | 0% | 1 | \$ 5,000.00 | 100% | 1 | \$ 5,000.00 | 100% |
| 16 | Abandon Water Main/Remove GV at Dekoven/Lincoln Ave (after) | LS | \$ 10,000.00 | 1 | \$ 10,000.00 | 0 | \$ 10,000.00 | \$ - | 1 | \$ 10,000.00 | \$ 10,000.00 | 0 | \$ - | 0% | 1 | \$ 10,000.00 | 100% | 1 | \$ 10,000.00 | 100% |
| 17 | Abandon Water Main at Dekoven Tank | LS | \$ 5,000.00 | 1 | \$ 5,000.00 | 0 | \$ 5,000.00 | \$ - | 1 | \$ 5,000.00 | \$ 5,000.00 | 0 | \$ - | 0% | 1 | \$ 5,000.00 | 100% | 1 | \$ 5,000.00 | 100% |
| 18 | Abandon Water Main at Wooster Ave | LS | \$ 5,000.00 | 1 | \$ 5,000.00 | -1 | \$ 5,000.00 | \$ (5,000.00) | 0 | \$ 5,000.00 | \$ - | 0 | \$ - | 0% | 0 | \$ - | 0% | 0 | \$ - | 100% |
| 19 | Abandon Fire Hydrant | EA | \$ 500.00 | 3 | \$ 1,500.00 | 0 | \$ 500.00 | \$ - | 3 | \$ 500.00 | \$ 1,500.00 | 0 | \$ - | 0% | 3 | \$ 1,500.00 | 100% | 3 | \$ 1,500.00 | 100% |
| 20 | Remove Gate Valve and Gate Valve Box | EA | \$ 500.00 | 8 | \$ 4,000.00 | -1 | \$ 500.00 | \$ (500.00) | 7 | \$ 500.00 | \$ 3,500.00 | 0 | \$ - | 0% | 7 | \$ 3,500.00 | 100% | 7 | \$ 3,500.00 | 100% |
| 21 | Abandon Gate Valve | EA | \$ 200.00 | 22 | \$ 4,400.00 | -3 | \$ 200.00 | \$ (600.00) | 19 | \$ 200.00 | \$ 3,800.00 | 0 | \$ - | 0% | 19 | \$ 3,800.00 | 100% | 19 | \$ 3,800.00 | 100% |
| 22 | Fire Hydrant | EA | \$ 15,000.00 | 4 | \$ 60,000.00 | 1 | \$ 15,000.00 | \$ 15,000.00 | 5 | \$ 15,000.00 | \$ 75,000.00 | 0 | \$ - | 0% | 5 | \$ 75,000.00 | 100% | 5 | \$ 75,000.00 | 100% |



Dekoven, Lincoln, Newlands, and Oak Knoll Water Main Improvements
Progress Payment No. 07
January 1, 2026 to January 31, 2026



| Bid Item | Description | Original Contract Amount | | | | Change Order | | | Revised Contract Amount | | | Earned This Period | | | Prior Billing | | | Total to Date | | |
|--------------------|---|--------------------------|--------------|-------|--------------|--------------|--------------|---------------|-------------------------|--------------|--------------|--------------------|---------------|-------|---------------|---------------|------|---------------|---------------|------|
| | | Unit | Unit Price | Qty. | Total Price | Qty. | Unit Price | Total Price | Qty. | Unit Price | Total Price | Qty. | Amount Earned | % | Qty. | Amount Earned | % | Qty. | Amount Earned | % |
| 23 | Sampling Station | EA | \$ 3,700.00 | 1 | \$ 3,700.00 | 0 | \$ 3,700.00 | \$ - | 1 | \$ 3,700.00 | \$ 3,700.00 | 0 | \$ - | 0% | 1 | \$ 3,700.00 | 100% | 1 | \$ 3,700.00 | 100% |
| 24 | Retaining Wall | EA | \$ 3,000.00 | 3 | \$ 9,000.00 | -1 | \$ 3,000.00 | \$ (3,000.00) | 2 | \$ 3,000.00 | \$ 6,000.00 | 0 | \$ - | 0% | 2 | \$ 6,000.00 | 100% | 2 | \$ 6,000.00 | 100% |
| 25 | Service Pad | EA | \$ 800.00 | 2 | \$ 1,600.00 | -2 | \$ 800.00 | \$ (1,600.00) | 0 | \$ 800.00 | \$ - | 0 | \$ - | 0% | 0 | \$ - | 0% | 0 | \$ - | 100% |
| 26 | Curb and Gutter | LF | \$ 80.00 | 80 | \$ 6,400.00 | 10 | \$ 80.00 | \$ 800.00 | 90 | \$ 80.00 | \$ 7,200.00 | 0 | \$ - | 0% | 90 | \$ 7,200.00 | 100% | 90 | \$ 7,200.00 | 100% |
| 27 | Concrete Sidewalk/ Driveway Approach | SF | \$ 35.00 | 180 | \$ 6,300.00 | -150 | \$ 35.00 | \$ (5,250.00) | 30 | \$ 35.00 | \$ 1,050.00 | -50 | \$ (1,750.00) | -167% | 80 | \$ 2,800.00 | 267% | 30 | \$ 1,050.00 | 100% |
| 28 | City Standard Concrete Valley Gutter | LF | \$ 60.00 | 45 | \$ 2,700.00 | 49 | \$ 60.00 | \$ 2,940.00 | 94 | \$ 60.00 | \$ 5,640.00 | 0 | \$ - | 0% | 94 | \$ 5,640.00 | 100% | 94 | \$ 5,640.00 | 100% |
| 29 | Striping, Marking type 2, 22, 27B | LF | \$ 6.50 | 1170 | \$ 7,605.00 | 0 | \$ 6.50 | \$ - | 1170 | \$ 6.50 | \$ 7,605.00 | 0 | \$ - | 0% | 0 | \$ - | 0% | 0 | \$ - | 0% |
| 30 | 12" White | LF | \$ 55.00 | 30 | \$ 1,650.00 | 0 | \$ 55.00 | \$ - | 30 | \$ 55.00 | \$ 1,650.00 | 0 | \$ - | 0% | 0 | \$ - | 0% | 0 | \$ - | 0% |
| 31 | Pavement Marking | SF | \$ 105.00 | 84 | \$ 8,820.00 | 0 | \$ 105.00 | \$ - | 84 | \$ 105.00 | \$ 8,820.00 | 0 | \$ - | 0% | 0 | \$ - | 0% | 0 | \$ - | 0% |
| 32 | Storm Water Pollution Control Plan/BMPs | LS | \$ 12,075.00 | 1 | \$ 12,075.00 | 0 | \$ 12,075.00 | \$ - | 1 | \$ 12,075.00 | \$ 12,075.00 | 0 | \$ - | 0% | 1 | \$ 12,075.00 | 100% | 1 | \$ 12,075.00 | 100% |
| 33 | Type II Slurry Seal | SF | \$ 0.55 | 54000 | \$ 29,700.00 | 0 | \$ 0.55 | \$ - | 54000 | \$ 0.55 | \$ 29,700.00 | 0 | \$ - | 0% | 0 | \$ - | 0% | 0 | \$ - | 0% |
| 34 | Street Sweeping | DAY | \$ 300.00 | 50 | \$ 15,000.00 | -31 | \$ 300.00 | \$ (9,300.00) | 19 | \$ 300.00 | \$ 5,700.00 | 0 | \$ - | 0% | 19 | \$ 5,700.00 | 100% | 19 | \$ 5,700.00 | 100% |
| 35 | Traffic Control Plan | LS | \$ 30,000.00 | 1 | \$ 30,000.00 | 0 | \$ 30,000.00 | \$ - | 1 | \$ 30,000.00 | \$ 30,000.00 | 0 | \$ - | 0% | 1 | \$ 30,000.00 | 100% | 1 | \$ 30,000.00 | 100% |
| 36 | Remove & Replace Monument | EA | \$ 2,500.00 | 2 | \$ 5,000.00 | -1 | \$ 2,500.00 | \$ (2,500.00) | 1 | \$ 2,500.00 | \$ 2,500.00 | 0 | \$ - | 0% | 1 | \$ 2,500.00 | 100% | 1 | \$ 2,500.00 | 100% |
| 37 | Trench Shoring | LS | \$ 67,000.00 | 1 | \$ 67,000.00 | 0 | \$ 67,000.00 | \$ - | 1 | \$ 67,000.00 | \$ 67,000.00 | 0 | \$ - | 0% | 1 | \$ 67,000.00 | 100% | 1 | \$ 67,000.00 | 100% |
| 38 | Vertical Depth Adjustment (1 ft to 3 ft) | LF | \$ 200.00 | 100 | \$ 20,000.00 | -45 | \$ 200.00 | \$ (9,000.00) | 55 | \$ 200.00 | \$ 11,000.00 | 0 | \$ - | 0% | 55 | \$ 11,000.00 | 100% | 55 | \$ 11,000.00 | 100% |
| 39 | 2" Asphalt Concrete Overlay | TON | \$ 650.00 | 25 | \$ 16,250.00 | 5.74 | \$ 650.00 | \$ 3,731.00 | 30.74 | \$ 650.00 | \$ 19,981.00 | 5.74 | \$ 3,731.00 | 19% | 25 | \$ 16,250.00 | 81% | 30.74 | \$ 19,981.00 | 100% |
| Change Order No. 1 | Item 1- Locating Existing Service Connections | | | | | 1 | \$ 3,400.32 | \$ 3,400.32 | 1 | \$ 3,400.32 | \$ 3,400.32 | 0 | \$ - | 0% | 1 | \$ 3,400.32 | 100% | 1 | \$ 3,400.32 | 100% |
| | Item 2- ABN Water Main Encounter | | | | | 1 | \$ 4,132.68 | \$ 4,132.68 | 1 | \$ 4,132.68 | \$ 4,132.68 | 0 | \$ - | 0% | 1 | \$ 4,132.68 | 100% | 1 | \$ 4,132.68 | 100% |
| | Item 3 - Conforming Material | | | | | 1 | \$ 871.27 | \$ 871.27 | 1 | \$ 871.27 | \$ 871.27 | 0 | \$ - | 0% | 1 | \$ 871.27 | 100% | 1 | \$ 871.27 | 100% |
| | Item 4 - Mismarked Water Main | | | | | 1 | \$ 3,237.73 | \$ 3,237.73 | 1 | \$ 3,237.73 | \$ 3,237.73 | 0 | \$ - | 0% | 1 | \$ 3,237.73 | 100% | 1 | \$ 3,237.73 | 100% |
| | Item 5 - Abandon 6" Water Main | | | | | 1 | \$ 4,253.28 | \$ 4,253.28 | 1 | \$ 4,253.28 | \$ 4,253.28 | 0 | \$ - | 0% | 1 | \$ 4,253.28 | 100% | 1 | \$ 4,253.28 | 100% |



Dekoven, Lincoln, Newlands, and Oak Knoll Water Main Improvements
Progress Payment No. 07
January 1, 2026 to January 31, 2026



| Bid Item | Description | Original Contract Amount | | | | Change Order | | | Revised Contract Amount | | | Earned This Period | | | Prior Billing | | | Total to Date | | |
|------------------------------|---|--------------------------|------------|------|-------------|-----------------------|--------------|-------------|-------------------------|--------------|-------------|-----------------------|--------------------|---|-----------------------|---------------|---|-----------------------|---------------|---|
| | | Unit | Unit Price | Qty. | Total Price | Qty. | Unit Price | Total Price | Qty. | Unit Price | Total Price | Qty. | Amount Earned | % | Qty. | Amount Earned | % | Qty. | Amount Earned | % |
| Change Order No. 1 | Item 6 - Remove Abandoned Service Line | | | | 1 | \$ 624.47 | \$ 624.47 | 1 | \$ 624.47 | \$ 624.47 | 0 | \$ - | 0% | 1 | \$ 624.47 | 100% | 1 | \$ 624.47 | 100% | |
| | Item 7 - Oak Knoll Drive Cross Country | | | | 1 | \$ 3,783.60 | \$ 3,783.60 | 1 | \$ 3,783.60 | \$ 3,783.60 | 0 | \$ - | 0% | 1 | \$ 3,783.60 | 100% | 1 | \$ 3,783.60 | 100% | |
| | Item 8 - Oak Knoll Drive Rock Encounter | | | | 1 | \$ 1,099.96 | \$ 1,099.96 | 1 | \$ 1,099.96 | \$ 1,099.96 | 0 | \$ - | 0% | 1 | \$ 1,099.96 | 100% | 1 | \$ 1,099.96 | 100% | |
| | Item 9 - Delay Due to Faulty Gate Valve at New Lands | | | | 1 | \$ 1,839.93 | \$ 1,839.93 | 1 | \$ 1,839.93 | \$ 1,839.93 | 0 | \$ - | 0% | 1 | \$ 1,839.93 | 100% | 1 | \$ 1,839.93 | 100% | |
| | Item 10 - Delay Due to Faulty Gate Valve At Oak Knoll and Caping Existing Main | | | | 1 | \$ 4,259.75 | \$ 4,259.75 | 1 | \$ 4,259.75 | \$ 4,259.75 | 0 | \$ - | 0% | 1 | \$ 4,259.75 | 100% | 1 | \$ 4,259.75 | 100% | |
| Change Order No. 2 | Item 1 - Blow-Off at the End of Wosster Ave Cross Country | | | | 1 | \$ 4,366.51 | \$ 4,366.51 | 1 | \$ 4,366.51 | \$ 4,366.51 | 0 | \$ - | 0% | 1 | \$ 4,366.51 | 100% | 1 | \$ 4,366.51 | 100% | |
| | Item 2 - New ARV Outside the Project Limits | | | | 1 | \$ 8,800.00 | \$ 8,800.00 | 1 | \$ 8,800.00 | \$ 8,800.00 | 0 | \$ - | 0% | 1 | \$ 8,800.00 | 100% | 1 | \$ 8,800.00 | 100% | |
| | Item 3 - Price Adjustment for Service Connection | | | | 1 | \$ 3,000.00 | \$ 3,000.00 | 1 | \$ 3,000.00 | \$ 3,000.00 | 0 | \$ - | 0% | 1 | \$ 3,000.00 | 100% | 1 | \$ 3,000.00 | 100% | |
| Change Order No. 3 | Item 1 - Contract Working Days - Weather Conditions | | | | 0 | \$ - | \$ - | 0 | \$ - | \$ - | 0 | \$ - | 0% | 0 | \$ - | 0% | 0 | \$ - | 0% | |
| | Item 2 - Discrepancy in Valley Gutter Bid Unit, Additional Valley Gutter Installation & Increased Thickness | | | | 1 | \$ 32,000.00 | \$ 32,000.00 | 1 | \$ 32,000.00 | \$ 32,000.00 | 1 | \$ 32,000.00 | 100% | 0 | \$ - | 0% | 1 | \$ 32,000.00 | 100% | |
| | Item 3 - Contract Working Days Extension | | | | 0 | \$ - | \$ - | 0 | \$ - | \$ - | 0 | \$ - | 0% | 0 | \$ - | 0% | 0 | \$ - | 0% | |
| | Item 4 - Air Release Valve Enclosure | | | | 1 | \$ (700.00) | \$ (700.00) | 1 | \$ (700.00) | \$ (700.00) | 1 | \$ (700.00) | 0% | 0 | \$ - | 0% | 1 | \$ (700.00) | 0% | |
| Contract Amount | | | | | | \$1,888,000.00 | | | \$ 72,690.50 | | | \$1,960,690.50 | | | | | | | | |
| Amount Earned | | | | | | | | | | | | \$33,281.00 | 2% | | \$1,879,634.50 | 96% | | \$1,912,915.50 | 98% | |
| Retention (5%) | | | | | | | | | | | | (\$1,664.04) | | | | | | (\$95,645.78) | | |
| PP01 | | | | | | | | | | | | | | | | | | (\$429,167.01) | | |
| PP02 | | | | | | | | | | | | | | | | | | (\$613,770.78) | | |
| PP03 | | | | | | | | | | | | | | | | | | (\$310,796.06) | | |
| PP04 | | | | | | | | | | | | | | | | | | (\$391,084.36) | | |
| PP05 | | | | | | | | | | | | | | | | | | (\$24,751.06) | | |
| PP06 | | | | | | | | | | | | | | | | | | (\$16,083.50) | | |
| Amount Due | | | | | | | | | | | | | \$31,616.95 | | | | | \$31,616.95 | | |
| Amount Remaining on Contract | | | | | | | | | | | | | | | | | | \$47,775.00 | 2% | |

Prepared By 
 Joubin Pakpour, PE
 District Engineer

| | | |
|-----------------------------|---------------|----|
| Contract Amount Remaining | \$47,775.00 | 2% |
| Total Retention Held | (\$95,645.78) | |
| Total Pending Change Orders | \$ - | |

MID PENINSULA WATER DISTRICT

DEKOVEN, LINCOLN, NEWLANDS, AND OAK KNOLL WATER MAIN IMPROVEMENTS

PROGRESS PAYMENT REQUEST #7

KJW Project #:

25-431

In accordance with the contract, claim for progress payment #7 is hereby made for the work itemized below for work performed up to 1/30/2026

DATE:

2/13/2026

| B.I. No. | Description | Qty | Unit | Unit Price | Total Item Price | Qty for This Estimate | Qty for Previous Estimates | Total Quantity To Date | | Value of Work Completed this Estimate | Total Value of Work Completed To Date |
|-----------------------------|---|-------|------|--------------|------------------------|-----------------------|----------------------------|------------------------|---------|---------------------------------------|---------------------------------------|
| | | | | | | | | # Qty | % | | |
| BASE BID | | | | | | | | | | | |
| 1 | 12" DIP Water Main and Connections | 2185 | LF | \$ 400.00 | \$ 874,000.00 | | 2215 | 2215 | 101.37% | \$ - | \$ 886,000.00 |
| 2 | 8" DIP Water Main and Connections | 360 | LF | \$ 500.00 | \$ 180,000.00 | | 309.00 | 309 | 85.83% | \$ - | \$ 154,500.00 |
| 3 | 6" DIP Water Main and Connections | 260 | LF | \$ 480.00 | \$ 124,800.00 | | 285 | 285 | 109.62% | \$ - | \$ 136,800.00 |
| 4 | Rehabilitate Existing 6" CIP Water Main | 310 | LF | \$ 500.00 | \$ 155,000.00 | | 310.00 | 310 | 100.00% | \$ - | \$ 155,000.00 |
| 5 | 1" Service Connection (In Situ) | 10 | EA | \$ 1,500.00 | \$ 15,000.00 | | 6.00 | 6 | 60.00% | \$ - | \$ 9,000.00 |
| 6 | 1" Service Connection (Relocation) | 7 | EA | \$ 1,500.00 | \$ 10,500.00 | | | 0 | 0.00% | \$ - | \$ - |
| 7 | 12" Gate Valve | 21 | EA | \$ 4,500.00 | \$ 94,500.00 | | 22.00 | 22 | 104.76% | \$ - | \$ 99,000.00 |
| 8 | 8" Gate Valve | 7 | EA | \$ 2,500.00 | \$ 17,500.00 | | 7.00 | 7 | 100.00% | \$ - | \$ 17,500.00 |
| 9 | 6" Gate Valve | 6 | EA | \$ 2,000.00 | \$ 12,000.00 | | 6.00 | 6 | 100.00% | \$ - | \$ 12,000.00 |
| 10 | 2" Combination Air Valve Assembly | 1 | EA | \$ 10,000.00 | \$ 10,000.00 | | 4.00 | 4 | 400.00% | \$ - | \$ 40,000.00 |
| 11 | Anode Test Station (ATS) | 7 | EA | \$ 4,000.00 | \$ 28,000.00 | | 7.00 | 7 | 100.00% | \$ - | \$ 28,000.00 |
| 12 | Potential Test Station (PTS) | 6 | EA | \$ 1,000.00 | \$ 6,000.00 | | 10.00 | 10 | 166.67% | \$ - | \$ 10,000.00 |
| 13 | Insulating Joint Test Station (IJTS) | 15 | EA | \$ 1,200.00 | \$ 18,000.00 | | 10.00 | 10 | 66.67% | \$ - | \$ 12,000.00 |
| 14 | Potholing (District Requested) | 10 | EA | \$ 500.00 | \$ 5,000.00 | | 5.00 | 5 | 50.00% | \$ - | \$ 2,500.00 |
| 15 | Abandon Water Main (Before) | 1 | LS | \$ 5,000.00 | \$ 5,000.00 | | 1.00 | 1 | 100.00% | \$ - | \$ 5,000.00 |
| 16 | Abandon Water Main (After) | 1 | LS | \$ 10,000.00 | \$ 10,000.00 | | 1.00 | 1 | 100.00% | \$ - | \$ 10,000.00 |
| 17 | Water Main Abandonment at the Dekoven Tank Site | 1 | LS | \$ 5,000.00 | \$ 5,000.00 | | 1.00 | 1 | 100.00% | \$ - | \$ 5,000.00 |
| 18 | Water Main Abandonment at Wooster Avenue | 1 | LS | \$ 5,000.00 | \$ 5,000.00 | | | 0 | 0.00% | \$ - | \$ - |
| 19 | Abandon Fire Hydrants | 3 | EA | \$ 500.00 | \$ 1,500.00 | | 3.00 | 3 | 100.00% | \$ - | \$ 1,500.00 |
| 20 | Remove Gate Valve and Gate Valve Box | 8 | EA | \$ 500.00 | \$ 4,000.00 | | 7.00 | 7 | 87.50% | \$ - | \$ 3,500.00 |
| 21 | Abandon Gate Valves and Remove Gate Box | 22 | EA | \$ 200.00 | \$ 4,400.00 | | 19.00 | 19 | 86.36% | \$ - | \$ 3,800.00 |
| 22 | 6" Fire Hydrant Assembly | 4 | EA | \$ 15,000.00 | \$ 60,000.00 | | 5.00 | 5 | 125.00% | \$ - | \$ 75,000.00 |
| 23 | Remove and Replace Sampling Station | 1 | EA | \$ 3,700.00 | \$ 3,700.00 | | 1.00 | 1 | 100.00% | \$ - | \$ 3,700.00 |
| 24 | Retaining Wall - Fire Hydrant, Water Service, ARV | 3 | EA | \$ 3,000.00 | \$ 9,000.00 | | 2.00 | 2 | 66.67% | \$ - | \$ 6,000.00 |
| 25 | Service Pad - Water Service | 2 | EA | \$ 800.00 | \$ 1,600.00 | | | 0 | 0.00% | \$ - | \$ - |
| 26 | City Standard Curb and Gutter | 80 | LF | \$ 80.00 | \$ 6,400.00 | | 90.00 | 90 | 112.50% | \$ - | \$ 7,200.00 |
| 27 | Concrete Driveway Approach/Sidewalk | 180 | SF | \$ 35.00 | \$ 6,300.00 | -50.00 | 80.00 | 30 | 16.67% | \$ (1,750.00) | \$ 1,050.00 |
| 28 | City Standard Concrete Valley Gutter | 45 | SF | \$ 60.00 | \$ 2,700.00 | | 94.00 | 94 | 208.89% | \$ - | \$ 5,640.00 |
| 29 | CA MUTCD - Detail 2, 21, 27B | 1170 | LF | \$ 6.50 | \$ 7,605.00 | | | 0 | 0.00% | \$ - | \$ - |
| 30 | 12" White Traffic Stripe | 30 | LF | \$ 55.00 | \$ 1,650.00 | | | 0 | 0.00% | \$ - | \$ - |
| 31 | Pavement Markings | 84 | SF | \$ 105.00 | \$ 8,820.00 | | | 0 | 0.00% | \$ - | \$ - |
| 32 | Storm Water Pollution Prevention Plan | 1 | LS | \$ 12,075.00 | \$ 12,075.00 | | 1.00 | 1 | 100.00% | \$ - | \$ 12,075.00 |
| 33 | Type II Slurry Seal | 54000 | SF | \$ 0.55 | \$ 29,700.00 | | | 0 | 0.00% | \$ - | \$ - |
| 34 | Regenerative Street Sweeping | 50 | DAY | \$ 300.00 | \$ 15,000.00 | | 19.00 | 19 | 38.00% | \$ - | \$ 5,700.00 |
| 35 | Traffic Control Plan and Construction Funding Signs | 1 | LS | \$ 30,000.00 | \$ 30,000.00 | | 1.00 | 1 | 100.00% | \$ - | \$ 30,000.00 |
| 36 | Replace City Monuments | 2 | EA | \$ 2,500.00 | \$ 5,000.00 | | 1.00 | 1 | 50.00% | \$ - | \$ 2,500.00 |
| 37 | Trench Shoring | 1 | LS | \$ 67,000.00 | \$ 67,000.00 | | 1.00 | 1 | 100.00% | \$ - | \$ 67,000.00 |
| 38 | Vertical Depth Adjustment (1 ft to 3 ft) | 100 | LF | \$ 200.00 | \$ 20,000.00 | | 55.00 | 55 | 55.00% | \$ - | \$ 11,000.00 |
| 39 | 2" Asphalt Concrete Overlay | 25 | TON | \$ 650.00 | \$ 16,250.00 | 5.74 | 25.00 | 30.74 | 122.96% | \$ 3,731.00 | \$ 19,981.00 |
| BASE BID ITEMS TOTAL | | | | | \$ 1,888,000.00 | | | | | \$ 1,981.00 | \$ 1,837,946.00 |

| CHANGE ORDERS | | | | | | | | | | | |
|---|--------------------|---|----|-------------|------------------------|---|---|---|---------|--------------------|------------------------|
| 40 | Change Order No. 1 | 1 | LS | \$27,502.99 | \$ 27,502.99 | | 1 | 1 | 100.00% | \$ - | \$ 27,502.99 |
| 41 | Change Order No. 2 | 1 | LS | \$16,166.51 | \$ 16,166.51 | | 1 | 1 | 100.00% | \$ - | \$ 16,166.51 |
| 42 | Change Order No. 3 | 1 | LS | \$31,300.00 | \$ 31,300.00 | 1 | | 1 | 100.00% | \$ 31,300.00 | \$ 31,300.00 |
| ALTERNATE BID ITEMS TOTAL | | | | | \$ 43,669.50 | | | | | \$ - | \$ 74,969.50 |
| BASE BID + ALTERNATE BID ITEMS TOTAL | | | | | \$ 1,931,669.50 | | | | | \$ 1,981.00 | \$ 1,912,915.50 |

| | |
|---------------------------------|------------------------|
| TOTAL WORK TO DATE | \$ 1,912,915.50 |
| DEDUCT 5% RETENTION | \$ 95,645.78 |
| DEDUCT PREVIOUS PAYMENTS | \$ 1,785,652.77 |
| AMOUNT DUE THIS PAYMENT | \$ 31,616.95 |

| |
|---|
| K.J. WOODS CONSTRUCTION INC PO BOX 947, SOUTH SAN FRANCISCO CA 94083 |
|---|

Submitted 2/13/2026 _____

| | |
|------------------------------------|-------|
| TOTAL LF OF PIPE TO BE INSTALLED = | 2,805 |
| TOTAL LF INSTALLED | 2809 |
| TOTAL LF INSTALLED AS % = | 100% |



AGENDA ITEM NO. 9.A.3

TO: Board of Directors
FROM: Alison Bell, Administrative Services Manager
DATE: February 26, 2026

ADMINISTRATIVE SERVICES MANAGER'S REPORT

January

Division 3 Board Member Recruitment

I think we set an MPWD record with 12 applications for the new Board Member recruitment! Kat and I met with President Vella and Director Cotten in January to review all the applicants. As an Ad Hoc Committee, they decided to move forward with 4 applicants. Interviews took place on January 26th at the administration office. After deliberating, the Ad Hoc committee was able to make a selection and will welcome our new Board Member during the March Board Meeting.

Records Moved to West Belmont Tank Site

We are down to our final boxes from the original 62! All files that are adhering to the Record Retention Policy have been moved to the storage shed at West Belmont Tanks. Records will continue to be stored there as there is ample shelving units and the shed is weatherproofed.

Civic Plus

Training for CivicPlus has started and currently our forms are being designed and built out. Since we are attempting to fast track this process, staff will be in trainings a minimum of 3 times a month till the end of May.

Lunch and Learn

I hosted a lunch and learn on February 18th. It was great for all staff to come together and enjoy lunch while learning about HR updates. Deston Swift and Kelli Plath both presented on the Workplace Violence Prevention Plan. It has been a little over a year since staff were last trained on the WVVP and we recently had an unhoused person camped out our front door. This event was a great opportunity to give staff an example of how to implement the WVVP. At the end of the lunch and learn, Kat presented to staff on the Folger updates as well as the renderings for Dairy Lane. Staff were very excited to see what potentially Dairy Lane will look like!

Administrative Updates 2026

special guest appearance by Kat and Sarah



WHAT CAN I NOT USE AI FOR?

- ❌ Enter confidential or sensitive information
- ❌ Personnel or hiring decisions
- ❌ Screening applications
- ❌ Final financial or contracting decisions
- ❌ Approving legal or policy documents without review
- ❌ Using personal accounts for District work



MID-PENINSULA WATER DISTRICT

These are hard stops. If it involves private data or decisions that affect people's jobs or money, AI isn't the decision maker, **you are!**

WORKER'S COMPENSATION



MID-PENINSULA WATER DISTRICT

ICE Presentation

On January 22nd, I presented to staff during a safety meeting, MPWD's process on how to respond to an ICE visit. This was staff's second training regarding an ICE visit. While the process has not changed on what MPWD's response will be, the second training went into deeper detail on the difference between warrants they may be presented, what staff can and should not do, and how we will debrief after a visit.



UNDERSTANDING WARRANT TYPES

Administrative Warrant

- Issued by **ICE** or **Department of Homeland Security** officials, **NOT** a judge
- Does **NOT** grant authority to enter non-public areas of district facilities or secure operational zones
- Staff can decline entry to administrative offices and secured operational areas
- Management should verify warrant

Judicial Warrant

- Issued and signed by a **federal judge** or **magistrate**
- May grant authority to enter specific areas listed on the warrant
- Must specify search location, agency, and individuals or items to be seized
- If possible, verify warrant details with **Management** or **legal counsel** before granting access to secured areas

We can restrict ICE to public areas (lobby, outside yard gate) without a valid judicial warrant

Monthly Meeting with the Employee Association

Since December 2025, I meet monthly with the Employee Association, which includes Deston Swift, EA President and Trevor Morris, EA Vice President. This monthly meeting was established to be transparent with staff about policies, decisions, and changes that were coming up or being discussed. This is also a time when management and staff can ask questions for clarification. These meetings have been very beneficial for both sides.

Interviews for Cross Connection Control Specialist and Appointment

In October 2025, an internal job announcement was sent to all staff making them aware that the Cross Connection Control Specialist position was open. We decided to keep this recruitment internal as we knew that we had certified and motivated staff that would want to apply. We were fortunate to have two internal applicants. With the holidays approaching and having difficulty confirming an outside interview panel, interviews were scheduled for January. At the end of interviews, the panel selected Trevor Morris to meet the requirements to do the job. Management met with Trevor the following week after his interview to discuss job expectations. As of February 1st, Trevor is now MPWD's Cross Connection Control Specialist. Congratulations Trevor!

LCW Conference

I attended the LCW Conference, a training focused on employment law and human resources issues for California public agencies. The sessions covered practical topics such as new legal updates, workplace investigations, wage and hour compliance, and best practices in labor relations. The information shared was directly applicable to our District's policies and day-to-day HR operations. The

training supports our ongoing commitment to staying compliant and proactive in managing our workforce.

Ethics Financial Training

I completed the updated Ethics Training through California Special Districts Association, which now includes additional information on financial responsibilities. The training reviewed conflicts of interest, transparency requirements, and the importance of ethical decision-making in public agencies. The new finance section covered basic budgeting, oversight, and accountability for public funds. The course was a helpful refresher and reinforced our responsibility to maintain public trust.

Communication Section

Is there anything better than receiving a kudos from your own colleague? These are types of recognition and appreciation are fantastic examples of team unity. Below you can see that Jonathan Anderson called out Water System Operator, Alberto Maldonado for providing stellar customer service to a resident who called to compliment Alberto. I am so happy that Jonathan took the time to share it with the District so we could all congratulate and thank Alberto.

Alison Bell

From: Sarah Scheidt
Sent: Tuesday, January 27, 2026 2:11 PM
To: Kat Wuelfing; Kelli Plath; Jonathan Anderson; All
Subject: RE: Kudos to Alberto!

Well done Alberto, glad your powers are being recognized!

Kind Regards,

Sarah Scheidt

Operations Manager
O: 650-591-8941
C: 650-730-7639

From: Kat Wuelfing <kwuelfing@midpeninsulawater.org>
Sent: Tuesday, January 27, 2026 2:08 PM
To: Kelli Plath <kplath@midpeninsulawater.org>; Jonathan Anderson <jonathana@midpeninsulawater.org>; All <All@midpeninsulawater.org>
Subject: RE: Kudos to Alberto!

Really great work Alberto!!!

Kat Wuelfing

General Manager
kwuelfing@midpeninsulawater.org

From: Kelli Plath <kplath@midpeninsulawater.org>
Sent: Tuesday, January 27, 2026 2:03 PM
To: Jonathan Anderson <jonathana@midpeninsulawater.org>; All <All@midpeninsulawater.org>
Subject: RE: Kudos to Alberto!

WooHoo 🎉 🥳 🙌

Way to go Alberto!!!! 🏆 🥳 🙌 🏠 💧

From: Jonathan Anderson <jonathana@midpeninsulawater.org>
Sent: Tuesday, January 27, 2026 1:59 PM
To: All <All@midpeninsulawater.org>
Subject: Kudos to Alberto!

Hey Everyone, I just got off the phone with Jack Roberston the Property owner at 2119 Arthur. He called to mention his appreciation for the work that Alberto did using his superhero powers to help locate a leak at the complex. Way to represent MPWD Alberto!

Cheers!

Jonathan Anderson

Alison Bell

From: John [REDACTED] <[REDACTED]>
Sent: Wednesday, January 28, 2026 6:38 PM
To: Front Office
Cc: [REDACTED]
Subject: Water Usage Adjustment Request - 11/20/25-1/5/26

Hi,

My name is **JOHN [REDACTED]**, living in **BELMONT** at [REDACTED]. My wife and I have been a customer of MPWD at this service address for over 42 years. Our Water Meter Serial Number is [REDACTED]

We were away staying with a relative on the East Coast from the latter part of November 2025 to January 5, 2026, during which time our house was vacant for most of two months. I had isolated the washing machine and shutdown the water heater, but left the water supply on to the house to allow for the housecleaners to clean before our return. Prior to leaving, I had also reprogrammed the outdoor sprinkler system for a minimum use of water in case there wasn't suffice rain in our absence to maintain the landscaping.

So we were very surprised last month to find a water bill for the month of November 2025 totaling \$459.83 — which was easily several times what we had expected. But we were unable to investigate this from afar and, since we'd been home for the majority of that month and not aware of anything amiss, we paid that bill. But I did shut-off our sprinkler system immediately upon returning home though, knowing how much rain Belmont had been getting in the previous weeks.

Today we were *shocked* to find a water bill for the month of December 2025 totaling \$1,199.83 !!! After quickly calling your district office this morning and speaking with a very helpful lady there (Alveana, sp?), she was able to look at our daily usage and the time of major flows which suggested that this coincided with our scheduled sprinkler irrigation times. I first checked the yard today for evidence of a broken sprinkler pipe or sprinkler heads, but couldn't discern any changes. The lawns were lush and rather soggy-looking upon returning home, but I had attributed that to the unusual rainfall of the previous week or two, and the fact that it was still raining hard that day. And since I had returned home just before having a major back fusion surgery, my focus has understandably not been on the yard before this latest water bill.

After not being able to find anything amiss with the sprinkler system outside, I checked the programming and quickly discovered that my programming had been wiped out and all 12 circuits had defaulted to factory settings calling for daily watering two times per day on EACH circuit. Clearly excessive for this time of year, but made much worse by the fact that two circuits were reactivated that we have not used for many years and one of those circuits circling under the large back deck has chopped-up piping resulting in likely water ponding somewhere under this raised wood decking. I have reprogrammed all circuits, again zeroing out the two unused ones, and will manually isolate those when I am recovered enough and able to bend down again to open the buried valve boxes. I also recall that we had a very long power shutdown on our street by PG&E shortly before leaving in November and this apparently

exhausted my sprinkler system's battery back-up. I've determined that all those batteries are now dead and needing to be replaced, which unfortunately, I had not thought to check earlier.

In light of the above circumstances, we are requesting an adjustment to the pricing of our water bills from Nov. 20, 2025 through Jan. 5, 2026 in lieu of the standard residential tiered pricing. Please advise what more may be required from us to justify this request beyond the above findings. We will happily sign up for whatever Water Watch or other alert system that may be offered to provide a quicker response to unusual water flow than the monthly billing.

Thank you for your consideration of this request.
Sincerely,

Another shout out for Avianna who consistently provides stellar customer service skills with every encounter she has! I think this email shows the great detail that Avianna gives to each customer in a similar situation with reference to Water Watch.

Billing

| 2025 | Reminder letters | Final notices | Sent to collections | Collections Amount | Shut Offs | New Payment Plans | Active Payment plans (in good standing) | Payments in default |
|-----------|------------------|---------------|---------------------|--------------------|-----------|-------------------|---|---------------------|
| January | 295 | 67 | 0 | 0 | 5 | 1 | 6 | 0 |
| February | | | | | | | | |
| March | | | | | | | | |
| April | | | | | | | | |
| May | | | | | | | | |
| June | | | | | | | | |
| August | | | | | | | | |
| September | | | | | | | | |
| October | | | | | | | | |
| November | | | | | | | | |
| December | | | | | | | | |

PUBLIC SERVICE ETHICS EDUCATION (AB 1234)

Everyone is current with their Ethics training. The due dates (in alphabetical order) for certification renewal of Public Service Ethics education, required every two (2) years by AB 1234:

- Joubin Pakpour December 9, 2026
- James Ramsey October 19, 2025
- Julie Sherman March 14, 2027
- Louis Vella December 17, 2026
- Kirk Wheeler January 30, 2027
- Kat Wuelfing February 3, 2028
- Charles Cotten March 19, 2027
- Matt Zucca April 10, 2027
- Alison Bell February 3, 2028
- JoAnn Covington May 24, 2027
- Sarah Scheidt March 21, 2027

For compliance, training should be completed on or before the due date, and the certificate turned into the MPWD.

Here is the link to the FPPC free online ethics training:
<http://localethics.fppc.ca.gov/login.aspx>

SEXUAL HARASSMENT PREVENTION EDUCATION (AB 1825 FOR MANAGERS, SB 1343 FOR EMPLOYEES, AB 1661 FOR ELECTED OFFICIALS)

Everyone is current with Harassment Prevention training (required every two years). Due dates (in alphabetical order) for certification renewal of Sexual Harassment Prevention Education:

- Joubin Pakpour March 18, 2027
- James Ramsey October 19, 2025
- Julie Sherman July 21, 2027
- Louis Vella December 11, 2027
- Kirk Wheeler December 10, 2025
- Kat Wuelfing February 1, 2027
- Charles Cotten March 18, 2027
- Matt Zucca December 3, 2027
- Alison Bell June 10, 2026
- JoAnn Covington May 23, 2027
- Sarah Scheidt January 3, 2027

For compliance, training should be completed on or before the due date, and the certificate turned into the MPWD.

Here is the link to the DFEH free online Sexual Harassment Prevention training:
<https://www.dfeh.ca.gov/shpt/>

On the DFEH website, review the information on the webpage, click CONTINUE at the bottom of the page, select ENGLISH as the language, and select SUPERVISORY (2-hour course). You will be able to print, save, or screenshot your training certificate at the end of the training.

Once you have completed the training and obtained your certificate, please transmit it to Alison Bell at abell@midpeninsulawater.org.



AGENDA ITEM NO. 9.A.4.

TO: Board of Directors
FROM: Sarah Scheidt, Operations Manager
DATE: February 26, 2026

OPERATIONS MANAGER REPORT

Key Activities Since January Meeting

Projects:

- The Folger Emergency Operations Center final bids were due February 24, 2026. District staff, District Engineer, and our CM/CI consultants, OCMI, are reviewing bids for minimum qualifications and best value, and anticipate bringing bids to the Board for receipt and consideration of final contract award in March 2026.
- Noll and Tam continue to work through the design process for the Dairy Ln reconstruction project; and had recently requested Romig Engineers to review the current design plans. The District hired Romig Engineers to perform a geotechnical site investigation in 2018 for a scope of work for a seismic upgrade to the existing structure with no new floor area; and the retrofit was not expected to increase long-term loading on the existing foundation. The recommendations were geared towards interior foundation improvements supported on a shallow foundation.

Current plans consist of demolition of the front single story office portion of the building and constructing a new two-story structure. The new building will be supported on a completely new foundation that is expected to have an increased load above and beyond the existing building. Due to the soil conditions at the site, there is a risk of adverse building settlement due to the increased structural loading from a completely new building. It is in the best interest of the District to better understand the subsurface conditions, range of possible building settlement, and develop new foundation recommendations for the currently proposed project to help mitigate possible static and seismic settlement issues.

Romig is currently developing a scope of work for additional subsurface investigation to develop a new set of geotechnical recommendations for the current project (in a

new report). Depending on the outcome of additional exploration, building loading, and expected performance tolerances, it may be recommended to support the new building on a deeper foundation. This presents the possibility of increased costs for designing and building an appropriate foundation for the current two-story building.

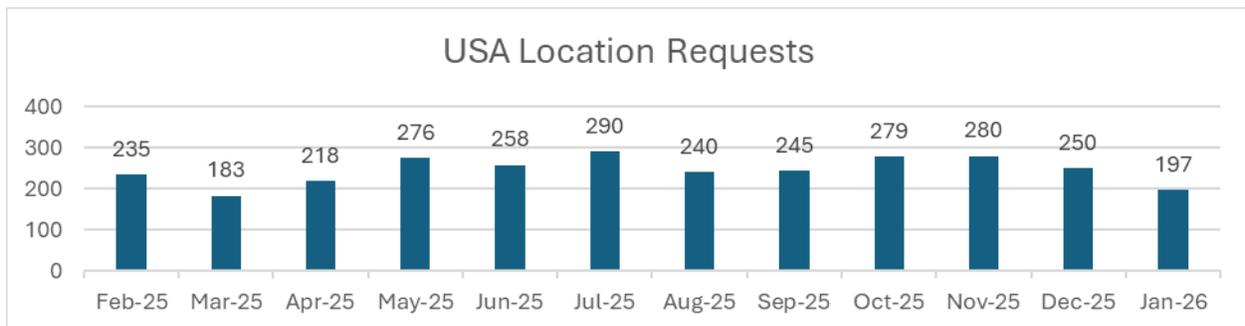
- The District Engineer will provide detail in their monthly report for the Board on the Dekoven, Lincoln, Newlands, and Oak Knoll Water Main Improvement project. The OM, District Engineer staff, and Superintendent met with the owner of K.J woods onsite to discuss remaining open items for the project.
- Hwy 101 crossing at PAMF - The City of San Carlos finished the preliminary design of their sewer project; we met with them to confirm their layout and a few outstanding issues. We are now proceeding with our final design with the anticipation of starting construction in late summer. There are several coordination items pending with the City. The District Engineer is working with our Construction Manager, and our design consultant to finalize design and phasing options, and may have a scope and budget request at next month's board meeting to account for the changes since the original alignment was designed.
- A Pre-Construction meeting was held with Euro Style Management on February 17, 2026, for the West Belmont (North) and Exbourne (West) Tank recoating project. Staff anticipates issuing the Notice to Proceed no later than March 2, 2026. A community workshop was held on February 17th to provide residents with project information as well as gain their feedback on tank color and other concerns. A separate staff report was prepared on this topic and presented earlier in this Board meeting.

Operations and Maintenance:

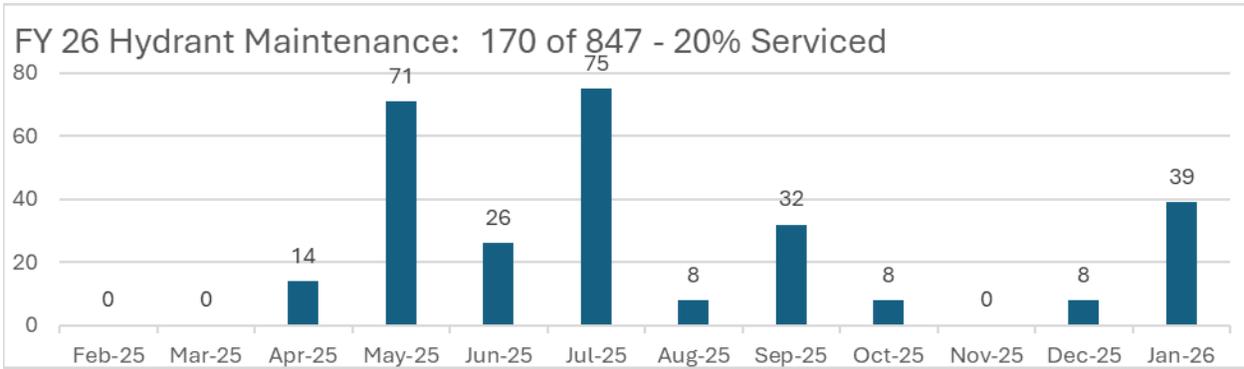
- Staff and District Engineer developed a draft MOU for capital and emergency repairs with City of Belmont for trenching/paving standards. Feedback was received from the Belmont Public Works Director, and incorporated into the finalized draft, which will be brought to the Board for approval as part of this meeting.
- Staff is working with Cal Water on various intertie projects that are currently in the pre-design stage. New interties are being considered at Alameda De Las Pulgas near Tierra Linda School in San Carlos, and Buckland Tank site in San Carlos. Staff are also preparing to potentially assist Cal Water during a valve replacement project that requires a shutdown of Cal Water's transmission main. Staff will be operating the Industrial Rd. intertie to supply water to Cal Water's lower zone in San Carlos. Redwood City is also prepared to assist. This project is scheduled for mid-March.
- Interviews for the recently approved Cross Connection Control Specialist position were held and a selection was made. We had two internal candidates and both did very well. Trevor Morris was selected for the position and he has already demonstrated initiative to get this very important program off the ground. Congratulations Trevor!
- The District Engineer, GM, OM, Operations Superintendent, and Lead Operators hosted a meeting at Dairy Lane with Purissima Water District and Westborough

Water District to review and update standard specifications for various distribution system infrastructure.

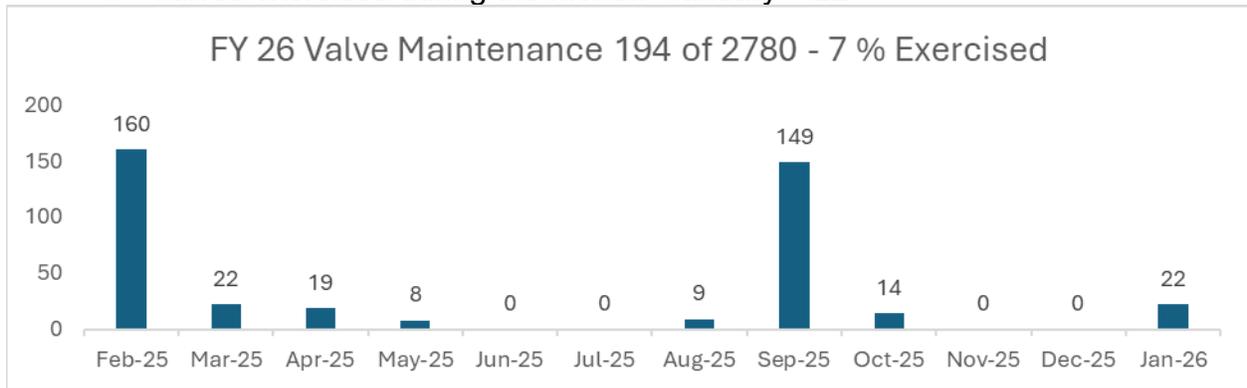
- District staff hosted a meeting with the City of Belmont Public Works staff and our radio communications consultant, MCC, to discuss the potential of sharing a radio channel that could be used during regional emergencies to coordinate response efforts. Both agencies agreed it a worthy effort and are taking steps to implement and standardize procedures.
- OM implemented a new bi-monthly team meeting with Operations staff at the Dairy Ln. site, occurring every other Tuesday morning at 0700. The meetings have been well received; and encourage participation by everyone.
- Tree removal and trimming occurred at the Hallmark and Hersom tank sites.
- Staff completed the following operations / maintenance tasks:
 - Miscellaneous paving performed: Buckland Ave (previous leak), Lyall Valve and San Juan Valve (Both gate valves had failing asphalt around them. Valve cans reset and paving performed)
 - Staff emptied and cleaned one of our Buckland, Exbourne, West Belmont and Hallmark tanks for water quality and upcoming projects.
 - 1625 Molitor 1" service upgrade – 1/13/26
 - 1811 Robin Whipple 1" service upgrade – 1/15/26
 - Installed check valve on hydrant at 7013 Terrace – 1/26/26
 - Replaced hydrant at 540 Middle Road – 1/26/26
 - 3041 San Juan 1" service upgrade – 1/29/26
 - Flushed 32 dead end water lines
 - Meters replaced: 0, Meter registers replaced: 33, Meter transmitters replaced: 26
 - Collected the requisite 44 water samples during December from 11 sample station sites. None of the samples tested positive for total coliform.
 - Responded to and completed 197 underground service alerts (USA) location requests. Running 12-month location requests total is 2,951 an average of 246 per month.



- Hydrant maintenance: January = 39



- Valves exercised during the month: January = 22



System Repairs:

| Date | Location | Event | Material | Installation Date | Estimated Water Loss (Gals.) |
|---------------------|----------|-------|----------|-------------------|------------------------------|
| No Leaks in January | | | | | |

Development:

Staff continue to work with developers and the City of Belmont to monitor Development Projects including mixed use and commercial developments, and City plans and projects such as pavement and sewer rehabilitation, roadway improvement, utility undergrounding, creek restoration, and master planning. Staff also review plans for residential permits.

803 Belmont Avenue: Water Service Agreement amendment has been executed, and District Engineer is currently reviewing submittals for construction.

City of Belmont San Juan Pump Station: Staff and District Engineer reviewed the City of Belmont's 65% Improvement Plans for the San Juan Pump Station and Force Main Rehabilitation Project, and provided a comment letter on January 27, 2026. The District is requesting a memo detailing the areas where the proposed project is not in compliance with the required separation and the steps taken to remedy or mitigate.

Administration:

- Staff reviewed four proposals for our IT Managed Services contract and interviewed one firm, Infinity Technologies. The award for that contract is presented separately in this meeting.
- Staff continue to work with Fryer and Laureta in support of MPWD's updated Risk and Resilience Assessment (RRA) Report. The updated RRA must be completed and self-certification submitted to the Environmental Protection Agency (EPA) by no later than June 30, 2026. Fryer and Laureta will be submitting a draft report during the week of 2/23/26.
- Operations Manager (OM) and General Manager (GM) attended the BAWSCA Water Management Representatives Meeting January 8th. The agenda included a report out from SFPUC on water supply conditions; a follow up discussion for the 2025 Demand Study, an update for the 2025 UWMP, Strategy 2050, PFAS Litigation, Bay-Delta Plan, SFPUC 10-Year CIP, and other program updates.
- The SFPUC Annual Meeting with BACWA and Wholesale Customers occurred on February 19th and was attended by OM, GM, and our Water Resources Coordinator.
- Staff attended three Safety/Rap Session and received training on trench safety, ICE protocols, and office safety.
- Staff participated in weekly calls with District Engineer, GM, and Operations Supervisor on District matters and projects.
- The OM, Admin. Services Manager, GM, and Director Cotten attended the February HIA meeting and received a report from City of Belmont Police Department on overall crime and safety in the City.
- The OM and GM attended a Local Hazard Management Planning Workshop on February 11th; where the online platform was utilized to begin working on the District's Annex for the Countywide Plan.



AGENDA ITEM NO. 9.A.5.

TO: Board of Directors
FROM: Kathryn Wuelfing, General Manager
DATE: February 26, 2026

GENERAL MANAGER'S REPORT

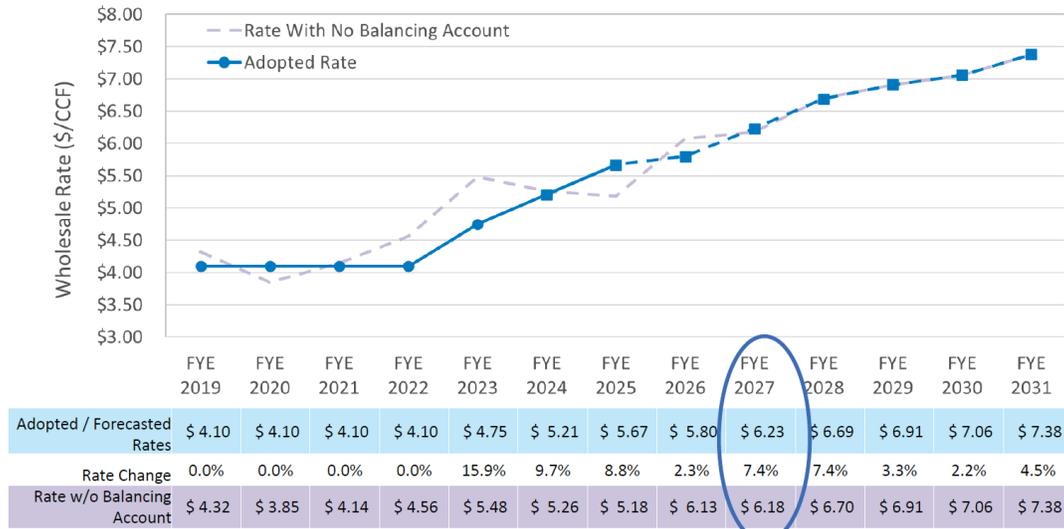
Key Activities Since January Meeting

- **SFPUC Wholesale Rate Increase** – On January 14, 2026, we received from SFPUC their Estimated Fiscal Year 2026-27 Wholesale Water Rate Range letter. As a result of these projections, the SFPUC estimated the Schedule W-25 wholesale rate for water in FY 2026-27 will range between \$6.14/CCF to \$6.33/CCF. Relative to the current rate of \$5.80/CCF, this represents a rate increase ranging from 5.9% to 9.1%. *[For reference, last year range projected in January was \$5.99/CCF to \$5.72/CCF (or 0.9% to 5.6%), and the ultimate adopted cost was \$5.80/CCF (2.3%)].*



On February 19, 2026, SFPUC held their annual Wholesale Customer meeting at their Milbrae facility. At this meeting, they shared that they anticipate the rate increase for FY 2026-27 to be to \$6.23/CCF, or a 7.4% increase of the current rate. This estimate is expected to be finalized in March, and officially adopted by the SFPUC in April. Assuming this holds true, this amount is less than what was anticipated in our rate study of \$6.30/CCF. Therefore, if this value holds, we would increase our customer rates \$0.07/CCF less than projected in our 5-year rate study. As we work to develop our own FY 26/27 budget, we will review our revenue needs and bring the rate change, inclusive of an SFPUC pass-through to the Board for consideration, with time to allow for a rate change effective July 1, 2026. The rate projections provided by SFPUC on 2/19/2026 are below:

Historic and Projected Wholesale Rates



- Proposed California Utility Worker Identification Program SB 1001** – This legislation would create a statewide Utility Worker Identification Program, that would be operated by the California Governor’s Office of Emergency Services (Cal OES). The bill would require workers to complete safety training before receiving the credentials, and water agencies/cities would bear the cost and accountability for managing and revoking credentials when workers leave and change roles. Access to incident sites would still managed by incident commanders or law enforcement. This bill is currently being supported by ACWA JPIA, and several southern California water agencies. We have not yet seen a position taken by ACWA or CSDA on the bill. See attached for a fact sheet and template support letter provided by ACWA JPIA.


- Carpenters Union Local 217 San Mateo County** – The Carpenters Union sent emails to all Board members, as well as management staff and our construction manager OCMI regarding two construction firms. It is noted that neither of these construction firms submitted proposals for the Folger Drive EOC project.
- California Utilities Emergency Association** – CUEA hosted an “All Member Town Hall” on February 25th. This event talked about major changes taking place in the organization, including adoption of their new Strategic Plan. The organization acknowledged that in its 75 year history, it was largely focused on gas and electric utilities, and much less so on water. The Los Angeles County fires and the timing of new management joining CUEA really have highlighted the opportunities to better engage and serve its water utility members. Additionally, they have recently completely redone their website, and will be adding more resources, including a mutual assistance hub and member dashboard: <https://cuea.net/> I am hopeful with these changes and



renewed focus on water that they will become a more valuable resource to us going forward.

- **San Mateo County Local Hazard Mitigation Plan Development** - LHMP update is underway. We attended a workshop event on Feb 11th where the County began the process of updating the agency-specific text portions of the plan. We will continue to work on and engage in the process. We are required to do our own stakeholder outreach as part of the process, and will be doing so through a few methods such as website, flyer handouts at events, and a brief presentation at a Board meeting coming up.
- **FY 2024/2025 Audit** – CJ Brown & Company CPAs is working on our FY 2024/2025 Audit. The interim testing period happened August 6th through August 8th, and the final audit work was done November 10th through November 14th. We are looking forward to receiving the draft audit, and will schedule a Finance Committee meeting to review the audit once it has been received.
- **SMC California Special Districts Association** – The next meeting of the San Mateo County Chapter of the California Special Districts Association (CSDA) has been scheduled for March 9th at 3pm by zoom. The chapter intends to meet on the second Monday, every three months.
- **Folger Drive EOC** – The project has put out to for proposals, with proposals due 2/24/2026. A mandatory pre-proposal meeting and sitewalk was held 1/13/2026 and had excellent attendance. Approximately 30 people attended, including 20 general contracting firms. Five general contracting firms submitted proposals by the deadline. We are in the process of reviewing the proposals with respect to the best value criteria identified in the contract documents. Based on the current schedule, we anticipate bringing the contract for award by the Board in March.
- **Dairy Lane Rehab** – Design work is underway. We are working with the City on the rezoning and plans. We have had the team look closer at the maximum amount we can raise the slab without causing other issues on the site, and have determined it can be raised another 2.5 inches. We are now planning for the new slab to be elevated 8.5 inches over the current slab, plus 30-inch stem walls with storm doors, resulting in 38.5 inches of flood mitigation over current conditions.
- **Pakpour Consulting Group Hourly Rates** – PCG has requested an adjustment to their billing rates effective March 1, 2026, consistent with our agreement. They last adjusted their rates 12 months ago, on March 1, 2025. The request represents an average increase of 3%, consistent with the Dec 2025-Dec 2026 San Francisco Bay Area Consumer Price Index increase. PCG’s rates are quite competitive and reasonable compared to other firms who provide similar services.
- **Hanson Bridgett Hourly Rates** – In accordance with our Agreement, effective January 1, 2026, Hanson Bridgett’s hourly rates increased by 3%. They last adjusted their rates 12 months ago, on January 10, 2025, with an increase of 3%. The Board meeting attendance retainer of \$1,300/month did not increase.



- **Conferences & Training** – Scheduled to attend:
 - Assemblymember Diane Papan’s Third Annual Women’s Power Breakfast, San Bruno – March 20, 2026
 - American Water Works Association - California/Nevada Section – Water Conference of the West, San Diego – April 6th-9th, 2026
 - Chamber San Mateo Progress Seminar, Santa Rosa – April 17 – 20th, 2026
 - ACWA JPIA Membership Summit & ACWA Annual Fall Conference , Sacramento – May 4th – 7th, 2026

Key Meetings and Conferences Attended

- SR 101 Undercrossing Project Meeting with City of San Carlos – 2/24/2026
- Meeting with City of Belmont Assistant Public Works Director re: MOU – 2/23/2026
- Finance Committee Meeting – 2/23/2026
- Meeting with iParametrics to discuss Congressional funding application plan – 2/23/2026
- CivicPlus Agenda Software Meeting – 2/23/2026
- SR 101 Undercrossing Project Meeting with Tanner Pacific – 2/20/2026
- SFPUC Annual Wholesale Customer Meeting – 2/19/2026
- West Belmont (N), Exbourne (W) Water Tank Improvements - Pre-Construction Meeting – 2/17/2026
- Hanson Bridgett Employer Services Seminar – 2/12/2026
- LHMP Stakeholder Workshop – 2/11/2026
- Check-in Meeting with Voler Strategic Consultants – 2/10/2026
- BSI Cross Connection Control Program Tracking Software Demo – 2/10/2026
- Meeting with iParametrics to discuss Congressional funding opportunities – 2/9/2026
- Harbor Industrial Association Luncheon – 2/5/2026
- BAWSCA Water Management Representatives Meeting – 2/5/2026
- CSDA Ethics AB 1234 Compliance Training – 2/3/2026
- Meeting with WWD, PHWD, and PCG to discuss Standard Specification Updates – 2/2/2026
- Meeting with County Team to Discuss Rezoning of a portion of the Harbor Industrial Area – 1/29/2026
- City of Belmont Radio System Coordination Discussion – 1/24/2026
- LHMP Update and Odysseus Software Tutorial – 1/28/2026
- SMC Community Organizations and Districts (COAD) Work Group – 1/27/2026
- LCW Employment Law Conference – 1/23/2026
- US Treasury Reinvestment Meeting with Wulff Hansen – 1/21/2026
- TextMyGov Mass Messaging System Demo Meeting – 1/21/2026
- Director Appointment Ad Hoc Committee Meeting – 1/21/2026
- SMC Community Organizations and Districts (COAD) Work Group – 1/20/2026
- Monthly Coordination Meeting with John Davidson
- Weekly meetings with Noll & Tam Architects
- Weekly meetings with James Ramsey of Eide Bailly
- Weekly meetings with Joubin Pakpour of PCG

- Bi-Weekly Safety/Rap Session Meetings with All Staff

3-MONTH LOOK AHEAD FOR BOARD MEETINGS

March 26, 2026 (Fourth Thursday)

- § New Division 3 Board Member to be Sworn In
- § Consider Resolution Amending Contract and Scope for West Yost on the SR 101 Undercrossing CIP Project
- § Award Construction Contract for the Folger Drive Emergency Operations Center Project
- § Consider Updating Water Capacity Charges based on Study by RDN, Inc.
- § Local Hazard Mitigation Plan Outreach and Feedback
- § Receive Report and Provide Preliminary Direction on Fiscal Year 2026/2027 Water Rate Adjustment
- § Consider Adopting a Non-Functional Turf Ban Ordinance
- § Receive BAWSCA Report

April 23, 2026 (Fourth Thursday)

- § Public Works Week Proclamation
- § Award Contract for Dekoven Tank Replacement Project
- § Discuss Developing Pre-Qualification List for Contractors
- § Receive and Accept the Financial Audit Report for Fiscal Year Ended June 30, 2025, Presented by District Auditor, C.J. Brown & Company CPAs
- § Consider adopting Ordinance Amending Attachment "A" Regarding Rates and Fees to the Water Service Ordinance No. 103 for the MPWD
- § Receive Quarterly Water Conservation Activities and Programs Report

May 28, 2026 (Fourth Thursday)

- § Public Hearing for and adoption of 2025 update to Urban Water Management Plan and Water Shortage Contingency Plan
- § Public Hearing Regarding Employee Vacancies for 2026 per Assembly Bill 2561 (Gov. Code 3502.3)
- § Receive Summary Report on Preliminary Draft FY2025/2026 Operating and Capital Budgets
- § Review and consider updates to Financial Management Plan
- § Receive BAWSCA Report

Committee Activities

Finance Committee Meeting – Date TBD

- § Review FY 2024/2025 Financial Audit Results, once draft has been received
- § ~April, Review working draft budgets for FY 2026/2027

NEW LEGISLATION SB 1001 Authorizing Utility Workers In Disaster Zones

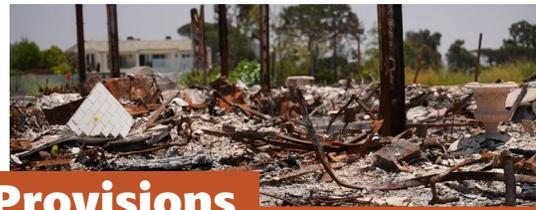
As proposed to be amended.



Proposed California Utility Worker Identification Program SB 1001

The Challenge

When disaster strikes, whether it's a wildfire, earthquake, flood, or other emergency, communities depend on safe and essential utility services. But utility workers face a critical barrier when **they cannot access disaster zones to restore vital services**. Utility workers currently lack standardized identification credentials, leaving them unable to enter closed areas even when lives depend on their work. **These delays in the 2025 Palisades and Eaton fires cost precious time when every minute mattered.**



The Solution



NEW legislation SB 1001 introduced by Senator Bob Archuleta (CA – 30th District) creates a statewide **Utility Worker Identification Program**, operated by the **California Governor's Office of Emergency Services (Cal OES)**.

Key Provisions

- ✓ **Coordinated Access:** Access granted by incident commanders or law enforcement with proper notification protocols
- ✓ **Official State ID Cards:** Cal OES issues standardized identification cards valid for 5 years
- ✓ **Safety First:** Workers must complete appropriate safety training before receiving credentials
- ✓ **Cost Recovery:** Program funded through reasonable fees on utilities, not taxpayers
- ✓ **Accountability:** Utilities responsible for managing and revoking credentials when workers leave or change roles

Official credentials will enable authorized utility workers to:

- Access disaster zones to repair critical infrastructure**
- Protect public health by preventing disease outbreaks linked to service disruptions**
- Restore essential services quickly to affected communities**
- Coordinate safely with emergency responders during disasters**

"As water distribution systems were damaged or destroyed, thousands of gallons of water were lost per minute, resulting in loss of hydrant pressure at critical moments during fire suppression efforts." — **Southern California Fires Timeline Report, UL Research Institutes, November 2025**

"Inclusion of water sector-specific positions at local Emergency Operations Centers will provide the necessary support and coordination to ensure there are targeted efforts to repair critical systems so water can be used for fire suppression and populations can return to safe drinking water when evacuations are lifted." — **California State Water Resources Control Board, 2025 Safe Drinking Water Plan Update**

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walnutvalleywater.gov

WE NEED YOUR SUPPORT

Help us pass this critical legislation to protect California communities and ensure utility workers can respond when disasters strike.

FOR MORE INFORMATION Contact Reeb Government Relations at **916-558-1926**.

To: Office of Senator Archuleta

From:

Date:

Re: SB 1001 — SUPPORT

On behalf of [Agency/Organization Name], I am writing to express our strong support for SB 1001 by Senator Bob Archuleta, which would authorize the California Governor's Office of Emergency Services (CalOES) to establish a standardized identification card program for essential utility workers who may need access to emergency areas to maintain or restore critical infrastructure. This legislation addresses a critical challenge faced by utility workers and local agencies during disasters.

As currently anticipated, SB 1001 will be amended prior to its first committee hearing based on input from stakeholders, legislative staff, and CalOES. This letter reflects the expected committee version of the bill and its intended framework.

When communities are impacted by wildfires, earthquakes, floods, or other emergencies, timely access to damaged infrastructure is essential for restoring safe and reliable services. Under current law, access to restricted or evacuated areas is determined at the discretion of peace officers, and utility workers often experience delays due to inconsistent or difficult-to-verify credentials, slowing response and recovery efforts.

SB 1001 creates a voluntary, statewide credentialing framework administered by CalOES, upon request by a utility employer. Under the bill, an employer must demonstrate why a worker may need emergency-area access and verify that the worker has completed appropriate training. The identification card would be based on federal identity standards consistent with the National Incident Management System (NIMS), while preserving full law enforcement authority over access decisions. This coordinated approach will help:

- Improve emergency response efficiency by streamlining credential verification
- Enhance public safety by ensuring only trained and authorized personnel are credentialed
- Support faster restoration of critical services such as water, power, and gas
- Strengthen coordination between utilities and emergency personnel
- Ensure appropriate safety training and credential verification

Public water agencies and utilities play a vital role in protecting public health, safety, and welfare. Providing these essential workers with reliable credentials will help ensure that communities receive timely support during disasters. Establishing a consistent and recognizable credentialing system will better equip essential utility workers to perform their duties when time is of the essence.

SB 1001 also authorizes CalOES to recover reasonable program costs through fees, ensuring responsible implementation without unnecessary impacts on taxpayers. For these reasons, we believe SB 1001 represents a practical, forward-looking approach to improving disaster response and community resilience. We respectfully urge your “aye” vote in support of this important legislation.

Thank you for your consideration.

Sincerely,

[Name]

[Title]

[Agency/Organization]

[Contact Information]