



BOARD OF DIRECTORS
THURSDAY, APRIL 23, 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.

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. Public Works Week Proclamation

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 March 26, 2026
- B. Approve Minutes for the Special Board Meeting on April 2, 2026
- C. Approve Expenditures from March 1, 2026 through March 31, 2026

6. HEARING AND APPEALS – None

7. CAPITAL IMPROVEMENT PROGRAM

- A. Consider Resolution 2026-10 Delegating Authority to the General Manager, or Designee(s), to Approve Designs and Plans for All Mid-Peninsula Water District Capital Improvement and Maintenance Projects
- B. Receive Report on Capital Improvement Program and Project Prioritization
- C. Consider Resolution 2026-11 Authorizing Award of Construction Contract to W.E. Lyons Construction Co. for the Folger Drive Emergency Operations Center Project (CIP 24-07) in the Amount of \$4,990,000 Plus a 10% Contingency of \$499,000 for a Total Amount of \$5,489,000
- D. Consider Resolution No. 2026-12 Approving a \$202,670 Increase to the Contingency on the Previously Awarded Construction Contract to Euro Style Management for Construction of the West Belmont (N), Exbourne (W) Water Tank Improvements (CIP #24-08 & 24-10), from \$83,770 to \$286,440, and Increasing the Total Contract Cost from \$921,470 to \$1,124,140

8. REGULAR BUSINESS AGENDA

- A. Review Preliminary Fiscal Year 2026/2027 Operating and Capital Budgets and Cash Flow Analysis and Consider adopting Ordinance 133 Amending Attachment "A" Regarding Rates and Fees to the Water Service Ordinance No. 103
- B. Receive Report on Assembly Bill (AB) 1572 Potable Water: Nonfunctional Turf Irrigation Ban and Nonfunctional Turf Ordinance Discussion"
- C. Receive Report and Recommendation on Updates to the Rules of the Board of Directors – Sections 6 through 14
- D. Select day for District Photos

9. MANAGEMENT AND BOARD REPORTS

- A. Management Reports
 - 1. Financial Report for the Month Ending March 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, MAY 28, 2026 AT 6:30PM**

Proclamation

National Public Works Week

May 17-23, 2026

WHEREAS, public works services are essential to the health, safety, and overall well-being of the Mid-Peninsula Water District's customers and the greater Belmont and San Carlos communities; and

WHEREAS, the infrastructure, facilities, and services provided by public works professionals, including water distribution, capital project planning, system maintenance, and emergency response, are fundamental to the daily lives of our community; and

WHEREAS, public works professionals at the Mid-Peninsula Water District demonstrate dedication, expertise, and pride in delivering safe, reliable, and high quality drinking water to more than 8,100 service connections throughout the District's service area; and

WHEREAS, these professionals plan, design, operate, and maintain critical water systems that support public health, environmental stewardship, and sustainable community growth, often working behind the scenes and under challenging conditions; and

WHEREAS, National Public Works Week serves as an opportunity to recognize the essential contributions of public works professionals and to highlight the importance of investing in resilient infrastructure and reliable public services; and

WHEREAS, the Mid-Peninsula Water District is proud to acknowledge the professionalism, collaboration, and commitment of its operations, engineering, and administrative staff, whose collective efforts ensure the continued delivery of exceptional service to the community.

NOW, THEREFORE, BE IT PROCLAIMED, that the Board of Directors of the Mid-Peninsula Water District does hereby recognize the week of May 17–23, 2026 as **National Public Works Week**, and encourages all community members to join in recognizing the vital contributions of public works professionals and their role in sustaining and enhancing our quality of life.

PASSED AND ADOPTED this 23rd day of April 2026, by the Board of Directors of the Mid-Peninsula Water District.

Louis J. Vella, President

Matt P. Zucca, Vice President

JoAnn Covington, Director

Chuck Cotten, Director

Neela Patel, Director



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MEETING MINUTES

BOARD OF DIRECTORS OF THE MID-PENINSULA WATER DISTRICT

Thursday, March 26, 2026
Belmont, California

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1. OPENING

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A. **Call to Order**

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

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B. **Establishment of Quorum**

18 Present: President Vella, Vice President Zucca, Director Patel, Director Cotten, and
19 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, Interim District Treasurer
23 Kamiko Tsuchida, District Engineer Joubin Pakpour, District Counsel Julie Sherman, Kyle
24 Bartle from Eide Bailly, Christopher Brown from CJ Brown & Company CPAs, and
25 Anthony Elowsky with RDN, Inc.

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C. **Pledge of Allegiance**

28 Director Covington led the pledge of allegiance.

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D. **Board Member Oath of Office**

31 Division 3 Board Member, Neela Patel, was sworn in by Administrative Services Manager
32 Bell. Director Patel expressed her appreciation to the other Director's and staff for
33 welcoming her.

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2. PUBLIC COMMENT

38 There were no public comments.

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

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

43 There were none.

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4. ACKNOWLEDGEMENTS/PRESENTATIONS - None

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5. CONSENT AGENDA

- A. Approve Minutes for the Regular Board Meeting on February 26, 2026**
- B. Approve Expenditures from February 1, 2026 through February 28, 2026**
- C. Consider Resolution No. 2026-08 authorizing the General Manager to execute Task Order – Amendment No. 8 to Professional Services Agreement with West Yost Associates, in the amount of \$132,007, for completion of engineering design services in conjunction with the State Route 101 Crossing at the Palo Alto Medical Facility Phase 2 Project (CIP 04-1621/15-72), for a total contract value of \$536,349**
- D. Consider Resolution 2026-09 Adopting the Revised Conflict of Interest Code**

Vice President Zucca motioned to approve the Consent Agenda.

Director Cotten seconded the motion.

Roll call vote: 5-0-0

Vice President Zucca – Aye

Director Cotten – Aye

Director Covington – Aye

Director Patel – Aye

President Vella – Aye

6. HEARING AND APPEALS - None

7. CAPITAL IMPROVEMENT PROGRAM

- A. Receive Update on the Folger Drive Emergency Operations Center Project (CIP 24-07) and Defer of Award of the Construction Contract Pending Additional Discussion at a Special Meeting**

General Manager Wuelfing presented to the Board a short update on the Folger contractor selection process. More information will be shared at the Special Board Meeting scheduled for April 2, 2026.

8. REGULAR BUSINESS AGENDA

- A. Receive Report on Water Capacity Charge Study by RDN, Inc.**

General Manager Wuelfing introduced Anthony Elowsky to the Board. Anthony presented on the Water Capacity Charge Study. The Board asked detailed questions regarding the study with follow-up information to be presented at a future Board Meeting.

92 **B. Receive and Accept the Financial Audit Report for Fiscal Year Ended June 30,**
93 **2025, presented by District Auditor, C.J. Brown & Company CPAs**

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95 District Auditor C.J. Brown presented the financial audit report to the Board and answered
96 follow-up questions. Interim District Treasurer Kamiko Tsuchida and Eide Bailly
97 representative Kyle Bartle were present to also answer questions if needed. The Board
98 accepted the audit report.

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100 **C. Receive Report and Recommendation on Updates to the Rules of the Board of**
101 **Directors – Introduction and Sections 1 through 5**

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103 Administrative Services Manager Alison Bell, presented to the Board suggested changes
104 to the Rules of the Board document. This discussion with additional changes will continue
105 at the April Board Meeting before approval.

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107 **D. Receive Update on Local Hazard Mitigation Plan Process and Solicit Public**
108 **Feedback**

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110 General Manager Wuelfing presented to the Board an update on the development of the
111 Local Hazard Mitigation Program and solicited any feedback from the public. There was
112 none provided.

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114 **E. Receive BAWSCA Report**

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116 President Vella presented an update from the last board meeting of BAWSCA.

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118 **9. MANAGEMENT AND BOARD REPORTS**

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120 **A. Management Reports**

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

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124 Interim District Treasurer Kamiko Tsuchida gave a financial update report.

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126 **2. District Engineer**

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128 District Engineer Joubin Pakpour gave an update regarding capital projects.

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130 **3. Administrative Services Manager**

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132 ASM Bell gave an overview of her report.

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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 brief reports of their District-related activities.

10. COMMUNICATIONS
General Manager Wuelfing shared with the Board the communication received from LAFCo regarding the vacant seat on the Board and the voting procedure.

11. CLOSED SESSION
The Board adjourned for Closed Session at 9:24 PM

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

12. RECONVENE TO OPEN SESSION
The Board reconvened the Open Session at 9:35 PM.
District Counsel Julie Sherman reported out from closed session that the Board voted to initiate litigation. The vote was 5-0 in favor. At this time, we will not identify the Defendant, but once litigation has formally commenced, that information will be disclosed upon inquiry, sunless it jeopardizes service of process or settlement negotiations..

13. ADJOURNMENT
The regular board meeting of the Mid-Peninsula Water District adjourned at 9:36 PM.

DISTRICT SECRETARY

APPROVED:

BOARD PRESIDENT

NEXT REGULAR BOARD MEETING: THURSDAY, APRIL 23, 2026 AT 6:30PM

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MEETING MINUTES

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

Thursday, April 2, 2026
Belmont, California

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1. OPENING

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A. **Call to Order**

16 The special meeting of the Mid-Peninsula Water District was called to order by President
17 Vella at 6:00 PM.

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B. **Establishment of Quorum**

20 Present: President Vella, Vice President Zucca, Director Patel, Director Cotten, and
21 Director Covington.

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23 Also Present: General Manager (GM) Kat Wuelfing, Administrative Services Manager
24 (ASM) Alison Bell, Operations Manager (OM) Sarah Scheidt, District Engineer Joubin
25 Pakpour, District Counsel Catherine Groves, Noll & Tam Representative Tom Beil, and
26 John Olsen with OCMI.

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C. **Pledge of Allegiance**

29 Director Patel led the Pledge of Allegiance.

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2. PUBLIC COMMENT

32 President Vella asked for public comments.

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34 A public comment was submitted by Michael Maylan. ASM Bell read the comment aloud.
35 Mr. Maylan requested that the Board consider looking into a solution of the Folger
36 stormwater drainage that runs off onto the Sisters of Notre Dame property.

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

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

41 There were none.

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4. REGULAR BUSINESS AGENDA

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A. **Receive Report on Folger Drive Emergency Operations Center Project (CIP 24-07) and Status of Other Capital Improvement Projects**

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GM Wuelfing presented to the Board a detailed outline of the background and conception of the Folger project, historical discussions and decisions made thus far, and an overview of the current CIP projects to be completed, including the changes to CIP project scopes and related cost uncertainties. District Engineer Joubin Pakpour contributed to the discussion.

GM Wuelfing was asked to gather more information and to place this item on the next agenda for further discussion.

B. Consider Resolution 2026-10 Authorizing Award of Construction Contract to W.E. Lyons Construction Co. for the Folger Drive Emergency Operations Center Project (CIP 24-07) in the Amount of \$4,990,000 for a Total Amount of \$5,489,000

No action was taken by the Board.

5. ADJOURNMENT

The special board meeting of the Mid-Peninsula Water District adjourned at 8:00 PM.

DISTRICT SECRETARY

APPROVED:

BOARD PRESIDENT

NEXT REGULAR BOARD MEETING: THURSDAY, APRIL 23, 2026 AT 6:30PM

Disbursements Ledger
 Month of: MARCH 2026



Account Name	Vendor Name	Description	Check Date	Check Number	Amount
Payroll Clearing A/C	adp	ADP CHILD SUPPORT	03/06/2026	104869	300.00
Payroll Clearing A/C	adp	CASH TAXES	03/06/2026	104869	39,880.89
Payroll Clearing A/C	adp	CASH DD	03/06/2026	104869	81,672.67
Payroll Clearing A/C	adp	CHILD SUPPORT	03/18/2026	104906	300.00
Payroll Clearing A/C	adp	CASH TAXES	03/18/2026	104906	37,197.75
Payroll Clearing A/C	adp	CASH DD	03/18/2026	104906	74,840.69
Payroll Clearing A/C	Health Equity	HSA	03/06/2026	104867	1,105.08
Payroll Clearing A/C	Health Equity	HSA	03/18/2026	104904	1,105.08
Payroll Clearing A/C	Health Equity	HSA MONTHLY FEES	03/18/2026	104904	85.55
Payroll Clearing A/C	ICMA contributions	457B	03/06/2026	104868	4,714.19
Payroll Clearing A/C	ICMA contributions	457B	03/18/2026	104905	4,727.65
Calpers Retirement - Er 2%@55	CALPERS	CALPERS EE T2 - CORRECTIONS	03/06/2026	104870	598.97
Calpers Retirement - Er 2%@55	CALPERS	CALPERS ER T2 - CORRECTIONS	03/06/2026	104870	902.89
Calpers Retirement - Er 2%@55	CALPERS	CALPERS ER T2	03/06/2026	104870	5,794.68
Calpers Retirement - Er 2%@55	CALPERS	CALPERS ER T1	03/06/2026	104870	3,563.07
Calpers Retirement - Er 2%@55	CALPERS	CALPERS ER T2 - CORRECTIONS	03/06/2026	104870	635.08
Calpers Retirement - Er 2%@55	CALPERS	CALPERS EE T2	03/06/2026	104870	5,641.80
Calpers Retirement - Er 2%@55	CALPERS	CALPERS ER T2 - CORRECTIONS	03/06/2026	104870	601.51
Calpers Retirement - Er 2%@55	CALPERS	CALPERS EE T2 - CORRECTIONS	03/06/2026	104870	374.90
Calpers Retirement - Er 2%@55	CALPERS	CALPERS EE T2 - CORRECTIONS	03/06/2026	104870	353.48
Calpers Retirement - Er 2%@55	CALPERS	CALPERS EE T1	03/06/2026	104870	2,395.05
Calpers Retirement - Er 2%@55	CALPERS	CALPERS ER T1	03/18/2026	104907	3,778.67
Calpers Retirement - Er 2%@55	CALPERS	CALPERS EE T1	03/18/2026	104907	2,521.44
Calpers Retirement - Er 2%@55	CALPERS	CALPERS ER T2	03/18/2026	104907	6,195.90
Calpers Retirement - Er 2%@55	CALPERS	CALPERS EE T2	03/18/2026	104907	6,032.44
Prof Serv - Accting & Payroll	ADP Payroll Fees	ADP COMPREHENSIVE SVCS	04/01/2026	104931	2,009.00
Prof Serv - Accting & Payroll	ADP Payroll Fees	ADP TIME& ATTENDANCE	04/01/2026	104931	178.25
Prof Serv - Accting & Payroll	ADP Payroll Fees	PENALTY & INTEREST	04/01/2026	104931	1,786.03
Construction in Progress	BPX PRINTING & GRAPHICS	24-07 FOLGER DRIVE PLAN ROOM PUBLISH	03/19/2026	104884	1,975.35
Construction in Progress	K.J. WOODS CONSTRUCTION, INC.	PROJECT 21-01 - PROG PYMT #7	03/05/2026	39771	31,616.95
Construction in Progress	PAKPOUR CONSULTING GROUP, INC	24-09 HALLMARK TANK IMPRVMENTS	03/19/2026	104897	1,480.50
Construction in Progress	PAKPOUR CONSULTING GROUP, INC	24-08 W BELMONT/EXBOURNE TANK RECOAT	03/19/2026	104897	17,145.19
Construction in Progress	PAKPOUR CONSULTING GROUP, INC	15-63 LOWER NOTRE DAME, WILLOW	03/19/2026	104897	17,949.75
Construction in Progress	PAKPOUR CONSULTING GROUP, INC	21-01 DEKOVEN, NEWLANDS, OAK KNOLL WMI	03/19/2026	104897	2,493.75
Construction in Progress	UNIQUE SCAFFOLD	PROJ 24-09 HALLMARK NRTH SCAFFOLDING	03/26/2026	104926	6,358.24
Accounts Payable	DARLENE CHAN	Refund Check 005745-000, 1405 FIFTH AVE	03/16/2026	39781	140.00
Accounts Payable	DARLENE CHAN	Refund Check 005745-000, 1405 FIFTH AVE	03/16/2026	39781	30.54
Accounts Payable	DARLENE CHAN	Refund Check 005745-000, 1405 FIFTH AVE	03/16/2026	39781	121.84

Disbursements Ledger
Month of: MARCH 2026



Account Name	Vendor Name	Description	Check Date	Check Number	Amount
Accounts Payable	FRANK WENTHOLT	Refund Check 010483-000, 1630 COURTLAND RD	03/16/2026	39792	699.56
Accounts Payable	VICTORIA SANDERS	Refund Check 006562-001, 1709 A HILLMAN AVE	03/16/2026	39789	128.45
Accounts Payable	SAPHO CHANG	Refund Check 001458-000, 501 STERLING VIEW AVE	03/16/2026	39782	247.60
Accounts Payable	STACY WRIGHT	Refund Check 013423-001, 1715 EL VERANO WAY	03/16/2026	39794	110.15
Accounts Payable	GEORGE R GREEN	Refund Check 011677-000, 34 WATERLOO CT	03/16/2026	39788	36.91
Accounts Payable	FINNEY PROPERTIES	Refund Check 012448-000, 23 KAREN RD	03/16/2026	39786	137.99
Accounts Payable	SUSANNAH GARDNER	Refund Check 007482-000, 1220 CHULA VISTA DR	03/16/2026	39787	26.26
Accounts Payable	MIRIAM DE CARVALHO	Refund Check 009389-000, 2510 READ AVE	03/16/2026	39783	22.00
Accounts Payable	HOLLY DIFONZO	Refund Check 010180-000, 1130 CONTINENTALS WAY	03/16/2026	39784	21.01
Accounts Payable	WESTROCK ENGINEERING	Refund Check 014852-000, HYDRANT METER #15080378	03/16/2026	39793	1,537.28
Acwa Health Care	ACWA JPIA	APRIL 2026 - EAP	03/12/2026	104871	52.08
Acwa Health Care	ACWA JPIA	APRIL 2026 - MEDICAL	03/12/2026	104871	31,577.15
Awca Dental	ACWA JPIA	APRIL 2026 - DENTAL	03/12/2026	104871	2,656.77
Acwa Vision	ACWA JPIA	APRIL 2026 - VISION	03/12/2026	104871	469.04
Acwa Life/Ad&D	ACWA JPIA	APRIL 2026 - LIFE	03/12/2026	104871	715.84
Standard Ldl/Sdl Disability	STANDARD INSURANCE COMPANY	APRIL 2026 PREMIUM	03/26/2026	104923	1,613.58
Retirees' Acwa Health Care	ACWA JPIA	APRIL 2026 - RETIREES	03/12/2026	104871	10,604.98
Directors' Acwa Health Care	ACWA JPIA	APRIL 2026 - DIRECTORS	03/12/2026	104871	6,843.05
Employee Service Recognition	COLUMBIA BANK	DEPOSIT FOR EMP APPRECIATION LUNCH	03/12/2026	104882	333.25
Uniforms	UNIFIRST	STAFF UNIFORMS WK ENDING 3-3-2026	03/12/2026	104883	247.85
Uniforms	UNIFIRST	STAFF UNIFORMS WK ENDING 3-17-2026	03/26/2026	104925	248.67
Uniforms	UNIFIRST	STAFF UNIFORMS WK ENDING 2-24-2026	03/26/2026	104925	362.83
Uniforms	UNIFIRST	STAFF UNIFORMS WK ENDING 3-10-2026	03/26/2026	104925	245.81
Sfpuc Treated Water	SAN FRANCISCO WATER DEPT	WTR CNSMPTN CHG 2-14 THRU 3-16-26	03/26/2026	104922	461,594.45
Bawasca (Debt Service Surcharge)	SAN FRANCISCO WATER DEPT	BAWSCA BOND SRCHG 2-14 THRU 3-16-26	03/26/2026	104922	33,212.00
Sfpuc Water Service Charge	SAN FRANCISCO WATER DEPT	WTR SVC CHG 2-14 THRU 3-16-26	03/26/2026	104922	7,908.00
School Conservation Program	DREW BOST	REIMBURSE FOR AWARD POSTERS 02 2026	03/05/2026	39770	393.17
School Conservation Program	COLUMBIA BANK	FOR ART CONTEST WINNERS	03/12/2026	104882	116.96
School Conservation Program	FASTSIGNS SAN MATEO	TRUCK DECAL FOR CONTEST WINNER	03/05/2026	104855	2,707.10
School Conservation Program	FASTSIGNS SAN MATEO	POSTERS FOR 2025 SCHOOL ARTWORK PROGRAM	03/05/2026	104855	791.99
Water Quality	HACH COMPANY INC	CHEM KEYS	03/19/2026	104890	1,410.80
Water Quality	HACH COMPANY INC	CHEM KEYS	03/19/2026	104890	809.42
Water Quality	HACH COMPANY INC	CHEMKEYS	03/26/2026	104914	1,358.06
Water Quality	HACH COMPANY INC	CHEMKEYS	03/26/2026	104914	764.85
Water Quality	SAN FRANCISCO WATER POWER SEWER	LAB SAMPLING	03/12/2026	104879	2,300.00
Water Quality	SAN FRANCISCO WATER POWER SEWER	LAB SAMPLING	03/12/2026	104879	1,760.00
Pumping	PUMP REPAIR SERVICE CO	SERVICE TUNNELS PUMP	03/26/2026	104921	3,950.63

Disbursements Ledger
Month of: MARCH 2026



Account Name	Vendor Name	Description	Check Date	Check Number	Amount
Pumping	PUMP REPAIR SERVICE CO	SERVICE EXBOURNE PUMPS	03/26/2026	104921	1,500.04
Mains/Distribution	BAIRD TRUCKING INC.	SPOIL REMOVAL AND SAND DELIVERY	03/26/2026	104910	1,584.00
Mains/Distribution	GRANITE ROCK COMPANY	BASE ROCK	03/19/2026	104889	284.57
Mains/Distribution	GRANITE ROCK COMPANY	COLD MIX	03/19/2026	104889	917.43
Mains/Distribution	HOME DEPOT	DIRT FOR ALDEN HYDRANT JOB	03/12/2026	104874	44.97
Mains/Distribution	HOME DEPOT	REBAR	03/12/2026	104874	129.87
Mains/Distribution	TREVOR MORRIS	REIMBURSE - MILEAGE TO/FROM MAIN BRK 03-01-26	03/05/2026	39772	86.81
Mains/Distribution	KELLI PLATH	PIZZA FOR MAIN BREAK 12-6-2025	03/12/2026	39779	83.49
Mains/Distribution	KELLI PLATH	MEAL FOR MAIN BREAK 3-11-2026	03/12/2026	39779	33.27
Mains/Distribution	KELLI PLATH	MEAL FOR MAIN BREAK	03/12/2026	39779	59.25
Mains/Distribution	KELLI PLATH	MEAL FOR MAIN BREAK	03/12/2026	39779	42.25
Mains/Distribution	KELLI PLATH	WATER FOR CIP ON OAK KNOLL	03/12/2026	39779	14.10
Mains/Distribution	STEVENS CREEK QUARRY, INC.	SAND (FINES)	03/19/2026	39790	542.32
Mains/Distribution	DESTON SWIFT	REIMBURSE - MEAL - MAIN BRK 03-01-26	03/05/2026	39774	94.27
Mains/Distribution	UNDERGROUND REPUBLIC WATER WORKS	B9 METER LIDS	03/05/2026	104866	1,204.38
Mains/Distribution	UNDERGROUND REPUBLIC WATER WORKS	ANODE	03/05/2026	104866	64.46
Mains/Distribution	UNDERGROUND REPUBLIC WATER WORKS	PIPE PLUG	03/05/2026	104866	24.50
Mains/Distribution	UNDERGROUND REPUBLIC WATER WORKS	6" PIPE & HYMAX COUPLING	03/19/2026	104902	3,377.50
Mains/Distribution	UNDERGROUND REPUBLIC WATER WORKS	HYMAX & CLAMP	03/19/2026	104902	950.57
Meters & Service	AQUA-METRIC SALES CO.	REGISTERS	03/12/2026	104872	2,126.43
Meters & Service	AQUA-METRIC SALES CO.	METER REGISTERS	03/26/2026	104909	7,226.67
Meters & Service	AQUA-METRIC SALES CO.	SENSUS METERS	03/26/2026	104909	3,053.66
Meters & Service	HASSETT HARDWARE	HOUSE VALVES	03/19/2026	104892	47.99
Meters & Service	M&M BACKFLOW & METER MAINTENANCE	5/8" RESIDENTIAL METER TESTING	03/26/2026	104916	250.00
Meters & Service	PACE SUPPLY CORP	BADGER METERS	03/05/2026	104860	7,617.81
Employee Safety	NORTHERN SAFETY CO. INC.	LATEX GLOVES	03/12/2026	104875	108.86
Scada Maintenance	TELSTAR INSTRUMENTS	SCADA MAINTENANCE - TUNNELS 1-8 THRU 2-20-2026	03/19/2026	104900	7,980.00
Buildings & Grounds	AIRGAS, LLC	CYLINDER RENTAL FEB 2026	03/26/2026	104908	289.41
Buildings & Grounds	BAY POINTE LANDSCAPE	FEB 2026 DAIRY LANE MONTHLY MAINTENANCE	03/12/2026	104873	1,425.00
Buildings & Grounds	COLUMBIA BANK	FACILITIES SUPPLIES	03/12/2026	104882	296.86
Buildings & Grounds	DEPT OF HOUSING & COMMUNITY DEVELOPMENT	TRAILER REGISTRATION FEES	03/26/2026	39796	32.00
Buildings & Grounds	HASSETT HARDWARE	CLEANING SUPPLIES FOR PUMP STATIONS	03/19/2026	104892	73.03
Buildings & Grounds	MONTERO ENTERPRISES, INC.	DAIRY LANE JANITORIAL - FEB 2026	03/19/2026	104894	803.00
Buildings & Grounds	MONTERO ENTERPRISES, INC.	DAIRY LANE JANITORIAL - MARCH 2026.	03/26/2026	104917	803.00
Buildings & Grounds	RECOLOGY SAN MATEO COUNTY	DAIRY LANE TRASH COLLECTION - FEB 2026	03/05/2026	104863	918.85
Equipment & Tools	AIRGAS, LLC	TANK RENTALS	03/26/2026	104908	317.07
Equipment & Tools	AIRGAS, LLC	TANK RENTALS	03/26/2026	104908	282.28
Equipment & Tools	COLUMBIA BANK	CLOCK SATELLITE	03/12/2026	104882	43.90

Disbursements Ledger
 Month of: MARCH 2026



Account Name	Vendor Name	Description	Check Date	Check Number	Amount
Equipment & Tools	COLUMBIA BANK	5.5 GPM PUMP FOR SVC TRK	03/12/2026	104882	131.84
Equipment & Tools	COLUMBIA BANK	WELDING HELMET	03/12/2026	104882	376.38
Equipment & Tools	COLUMBIA BANK	WATER METER PARKING FLAGS	03/12/2026	104882	157.42
Equipment & Tools	HOME DEPOT	BATTERY FOR POWER TOOL ON TRUCK 812	03/05/2026	104857	294.22
Equipment & Tools	TOOLAND, INC.	SCREWDRIVERS	03/05/2026	39775	47.01
Equipment & Tools	UNDERGROUND REPUBLIC WATER WORKS	CURB STOP WRENCH	03/05/2026	104866	113.02
Equipment & Tools	UNLIMITED TOOL & REPAIR, INC.	ROCK DRILL REPAIR	03/05/2026	39776	758.78
Equipment & Tools	UNLIMITED TOOL & REPAIR, INC.	60 LB BREAKER REPAIR	03/05/2026	39776	365.16
Vehicle & Large Equip	COLUMBIA BANK	TRUCK 800 OIL LEAK	03/12/2026	104882	1,263.01
Vehicle & Large Equip	COLUMBIA BANK	RELAY & BREAKER FOR TRK 812 WTR PUMP	03/12/2026	104882	175.82
Vehicle & Large Equip	COLUMBIA BANK	TRAILER TIRE	03/12/2026	104882	190.00
Vehicle & Large Equip	EAST BAY TIRE CO.	TIRES & SPARE WHEEL FOR TRAILER	03/19/2026	39785	835.47
Vehicle & Large Equip	HOME DEPOT	VEHICLE SUPPLIES	03/05/2026	104857	28.72
Vehicle & Large Equip	OREILLY AUTO PARTS, INC.	VEHICLE SUPPLIES	03/05/2026	39773	50.28
Vehicle & Large Equip	PENINSULA TRUCK REPAIR	COOLANT LEAK REPAIR #789	03/05/2026	104861	3,210.99
Vehicle & Large Equip	PETERSON CAT	TRUCK PARTS	03/26/2026	104918	689.12
Fuel	VALLEY OIL COMPANY	FUEL	03/19/2026	104903	2,165.58
Office Supplies	COLUMBIA BANK	CHECK STORAGE BOXES	03/12/2026	104882	168.20
Office Supplies	COLUMBIA BANK	CLIPBOARD & CLOROX WIPES	03/12/2026	104882	68.98
Office Supplies	COLUMBIA BANK	OFFICE SUPPLIES	03/12/2026	104882	32.36
Office Supplies	OFFICE DEPOT, INC.	POST IT NOTES	03/05/2026	104859	19.77
Office Supplies	OFFICE DEPOT, INC.	CAMERA & MIC FOR COMPUTER	03/12/2026	104876	75.25
Office Supplies	OFFICE DEPOT, INC.	OFFICE SUPPLIES	03/19/2026	104896	103.24
Office Supplies	KELLI PLATH	OFFICE SUPPLIES	03/12/2026	39779	16.99
Office Supplies	KELLI PLATH	OFFICE SUPPLIES	03/12/2026	39779	6.58
Postage	KELLI PLATH	POSTAGE - MAIL TO KIRK WHEELER	03/12/2026	39779	11.95
Equipment Services/Maintenance	KBA DOCUMENT SOLUTIONS, LLC	KYOCERA MAINTENANCE AGREEMENT	03/26/2026	104915	45.26
Equipment Services/Maintenance	PITNEY BOWES INC	POSTAGE METER RENTAL 10-01-25 THRU 03-31-26	03/26/2026	104920	327.20
Equipment Services/Maintenance	UBEO WEST, LLC	RICOH LEASE - 2/20 THRU 3/20/2026 (REVISED PER UBEO)	03/19/2026	104901	402.82
Website Hosting Services	LIFTOFF DIGITAL	WEBSITE SVCS - MARCH 2026	03/19/2026	104893	882.50
PROPERTY LEASE	SWEDCOM CORPORATION	OCR, STE A - APRIL 2026	03/12/2026	104880	12,605.00
Dues & Publications	COLUMBIA BANK	MONTHLY SUBSCRIPTION	03/12/2026	104882	14.00
Dues & Publications	COLUMBIA BANK	REPLENISH FASTRAK ACCT	03/12/2026	104882	45.00
Dues & Publications	COLUMBIA BANK	MONTHLY SUBSCRIPTION	03/12/2026	104882	110.00
Dues & Publications	CALIFORNIA UTILITIES EMERGENCY ASSOC	MEMBERSHIP - FY 2024-2025	03/19/2026	39780	500.00
BAWSCA Water Management Charge	SAN FRANCISCO WATER DEPT	BAWSCA MGMT CHG 2-14 THRU 3-16-26	03/26/2026	104922	2,785.00



AGENDA ITEM NO. 7.A.

DATE: April 23, 2026
TO: Board of Directors
FROM: Julie Sherman, District Counsel
Kat Wuelfing, General Manager

SUBJECT: Consider Resolution 2026-10 Delegation of Authority to the General Manager, or Designee(s), to Approve Designs and Plans for All Mid-Peninsula Water District Capital Improvement and Maintenance Projects

RECOMMENDATION

Consider approval of Resolution 2026-10 delegating to the General Manager, or designee(s), discretionary authority to approve the plan or design of all improvement projects (construction, rehabilitation, and maintenance), including, new and existing infrastructure and facilities and/or projects that otherwise affect Mid-Peninsula Water District operations, and all of their component elements (Projects), and to approve standards that may be utilized in the plan and/or design of Projects (Design Approval Authority).

FISCAL IMPACT

None

BACKGROUND & DISCUSSION

The proposed delegation of authority will provide greater administrative efficiency, responsiveness and flexibility relative to the design and construction of all capital improvement and maintenance projects ("Projects"). Working closely with the District Engineer and District staff, the General Manager provides direction and oversight of all Projects and participates in the formal review of all Project designs and plans at specific milestones during the design, construction and acceptance process, with the objective of verifying that MPWD's engineering and design requirements and standards are appropriately incorporated, understood, and utilized in a cost effective, safe, and consistent manner.

Authorizing the General Manager, or designee(s), to approve design standards, as well as to approve the designs and plans of specific MPWD Projects, will streamline the design and approval process and help realize new efficiencies in the consistent and safe application of engineering and design standards, without continued need for Board consideration of changes in design standards, or of designs or delegations on a project-by-project basis, while allowing MPWD to enjoy the immunities available to it under California law.

Specifically, California Government Code Section 830.6 grants California public entities immunity from liability for injuries caused by the plan or design of construction or improvement projects, if the projects' designs or plans were approved and the approved designs or plans were reasonable. This approval must be made by an agency's legislative body or an employee designated by the legislative body to act on its behalf. Similarly, where such a plan or design is prepared in conformity with standards previously approved by the governing board or by an employee exercising discretionary authority to give such approval, the public entity is also immune from liability for injuries caused by the plan or design.

Design standards change with some frequency and returning to the Board for approval of every such change diverts attention from more significant Board items. Also, when Projects are underway, waiting for additional Board approvals on specific designs or design changes can insert unwanted delays into Project delivery. This is especially true in the newer regime of design/build Projects, during which designs are not finalized before construction but, rather, during construction. Removing these potential distractions and delays will increase staff and Board efficiency.

Attachments: Resolution 2026-10

RESOLUTION 2026-10

**RESOLUTION DELEGATING AUTHORITY TO THE GENERAL MANAGER, OR
DESIGNEE(S), TO APPROVE DESIGNS AND PLANS FOR ALL MID-PENINSULA WATER
DISTRICT IMPROVEMENT AND MAINTENANCE PROJECTS**

* * *

MID-PENINSULA WATER DISTRICT

WHEREAS, working closely with staff and the District Engineer, the Mid-Peninsula Water District's ("District") General Manager provides direction and oversight of all improvement projects (construction, rehabilitation, and maintenance), including, new and existing infrastructure and facilities and/or projects that otherwise affect MPWD operations, and all of their component elements ("Projects"); and

WHEREAS, MPWD's General Manager participates in the formal review of all Project designs and plans at specific milestones during the design, construction and acceptance process, with the objective of verifying that MPWD's engineering and design requirements and standards are appropriately incorporated, understood, and utilized in a cost effective, safe, and consistent manner; and

WHEREAS, Government Code section 830.6 grants California public entities immunity from liability for injuries caused by the plan or design of public construction or improvement Projects where such plans or design has been approved by the Board of Director's of the Mid-Peninsula Water District; and

WHEREAS, the Board, pursuant to Government Code section 830.6, may delegate its discretionary authority to approve the plan or design of public construction or improvement Projects or to approve standards that may be utilized in the plan and/or design of Projects (Design Approval Authority) to an MPWD employee or other body; and

WHEREAS, to facilitate the efficient and timely delivery of MPWD Projects, the Board deems it necessary and prudent to delegate its Design Approval Authority to the General Manager, or designee; and

WHEREAS, the delegation of Design Approval Authority requires the General Manager, or designee(s), to review, analyze, and approve of all designs and plans and/or standards that may be utilized in designs and plans for Projects and their components; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Mid-Peninsula Water District hereby delegates its Design Approval Authority to the General

Manager, or designee(s), for all improvement Projects (construction, rehabilitation, and maintenance), including new and existing infrastructure and facilities and/or Projects that otherwise affect MPWD's operations, and all of their component elements.

BE IT FURTHER RESOLVED that the General Manager, or designee(s), in the exercise of such authority, is directed to weigh all benefits, advantages, and potential risks involved and to reasonably and appropriately balance considerations of safety and convenience for employees, MPWD contractors and consultants, and members of the public; and cost effectiveness.

BE IT FURTHER RESOLVED that the General Manager, or designee(s), is authorized to establish design standards that may, among other uses, be utilized in the plan or design of Projects.

BE IT FURTHER RESOLVED that the delegation authority granted by this Resolution is not intended to alter the process by which funds may be budgeted or expended on the Projects.

REGULARLY PASSED AND ADOPTED this 23rd day of April 2026 by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENCES:

ATTEST:

Board President

District Secretary



AGENDA ITEM NO. 7.B.

DATE: April 23, 2026
TO: Board of Directors
FROM: Kat Wuelfing, General Manager
Sarah Scheidt, Operations Manager
Joubin Pakpour, District Engineer

SUBJECT: Receive Report on Capital Improvement Program and Project Prioritization

RECOMMENDATION

Receive report.

FISCAL IMPACT

None, no action to be taken under this item.

BACKGROUND

On April 2, 2026, the Board held a Special Meeting to discuss the potential award of the Folger Drive Emergency Operations Center (EOC) construction contract, and its fiscal implications in the context of the other near-term District capital improvement projects, among other factors. The goals of this meeting were to:

- Share with newer Board members in particular how and why the original decision for Folger was made,
- Articulate the unknowns and uncertainties related to our full CIP,
- Highlight the changes and uncertainties that have happened since the initial decisions, and
- Support a fully transparent decision-making process regarding award of the Folger construction contract.

Staff presented the history of the Folger EOC project, shared new information available since initial decision for the project, and discussed the District's other ongoing CIP projects and their evolving scopes. At this meeting, the Board requested staff prepare and provide additional information, including providing a table of capital projects that identifies cost and risks associated with not completing those projects.

DISCUSSION

Attached is a table prepared by staff that lists the District's Near-Term Capital Project Risks, Benefits, Priorities, and Costs for Board review. This project includes all of those currently planned for funding through the 2025 Certificates of Participation and those planned for funding through District reserves, and corresponds to the projects listed in the preliminary capital budget

included under Item 8A. Board members are asked to review this table, and staff can respond to any questions during the Board meeting.

Acknowledging the various cost uncertainties identified and developing in the current capital projects, the Board requested the staff develop some potential cost increase scenarios, to better understand what impact that will have on distribution of COP funds and the need to “borrow” from pay-go-funded projects. This analysis is presented below, and shown in bar charts, where the budgets for the projects to be funded by the COP are shown as blue bars, and the remaining portion of COP funds that have not been allocated to a specific project are shown in orange.

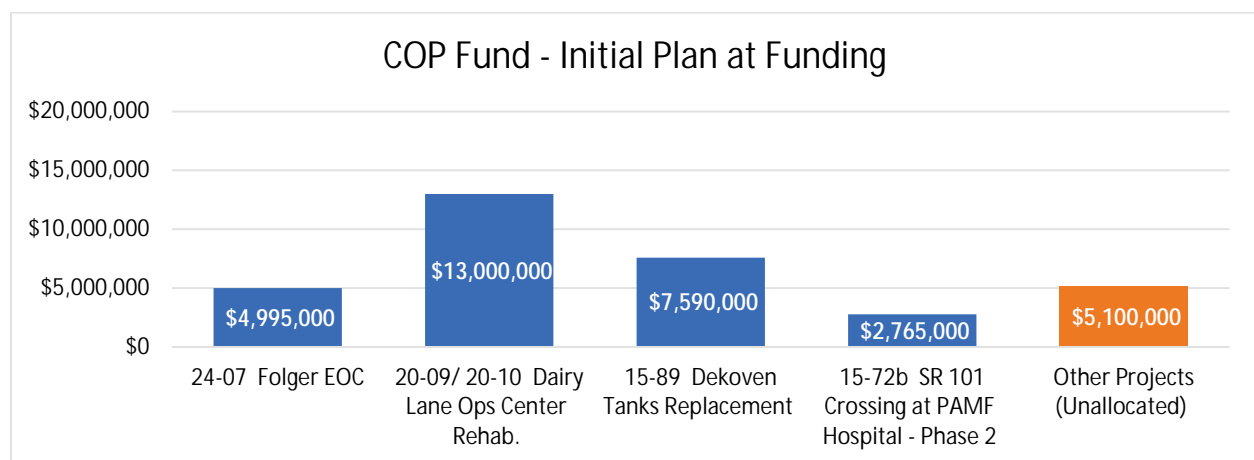
Following these bar charts, are line charts based on the same cash flow modeling also described in Item 8A. In these line charts, the red dotted line represents the working capital or operating reserve target, and the blue dotted line represents the total of all Board-approved reserve targets.¹ The green line represents the estimated available cash reserves, and the District’s goal is to keep the green line within this range, as close to the blue line (total reserve targets) as possible.

The third chart with the green bars reflects the estimated COP fund balance for each scenario. It is noted that a cost escalation of 4%/year is included in the cash flow model and reflected in the reserve and COP balance charts, as well as anticipated COP interest earnings. The COP funding charts (blue and orange bars) are shown in 2026 dollars, and do not include annual cost escalation. In all scenarios, the reserve balance drops below the operating reserve target in FY 2030 – this is further discussed in Item 8A, and is driven by the assumption and timing of doing a full replacement of both Hallmark tanks.

It should be noted that there are factors that could increase available reserves to the District that are not assumed to occur in these scenarios, such as receiving significant capacity charge fees or grant funding.

Initial COP Fund Allocation

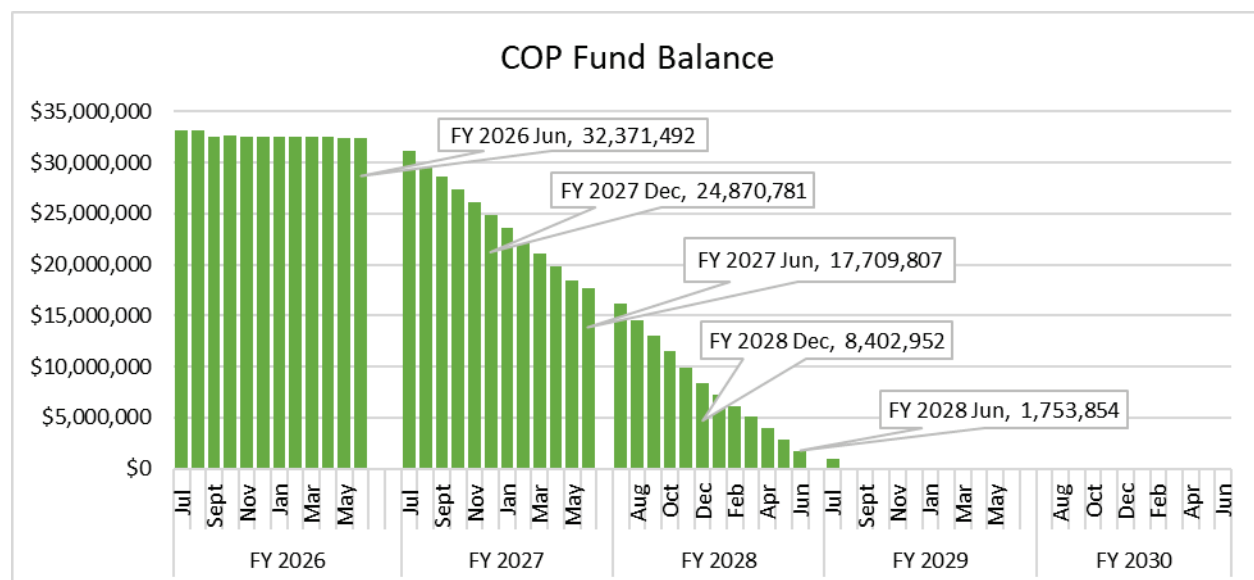
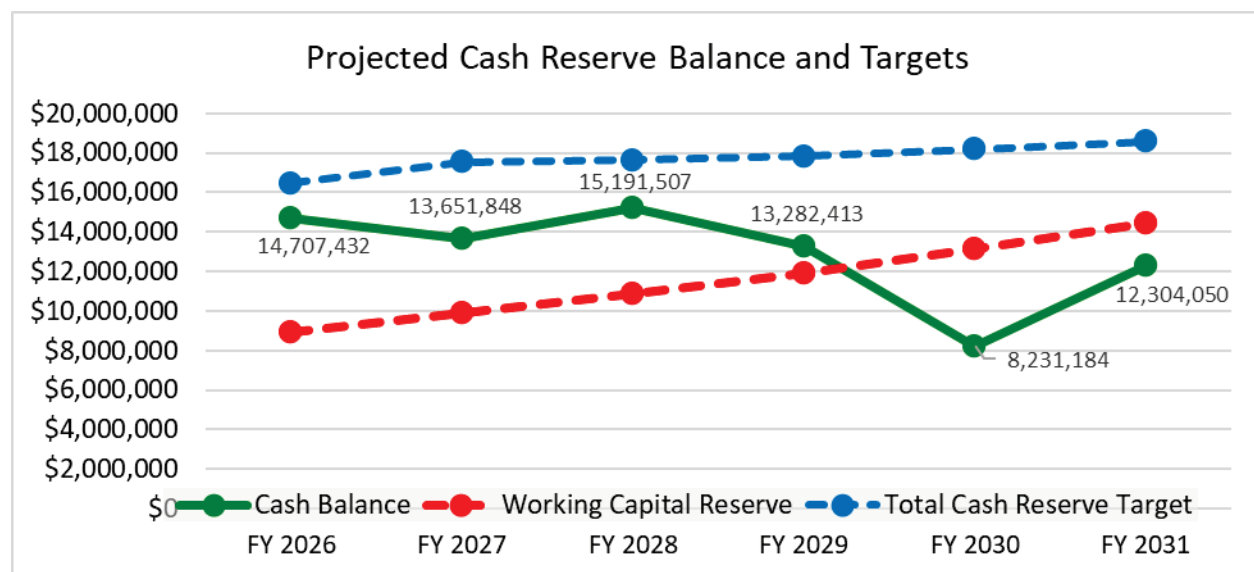
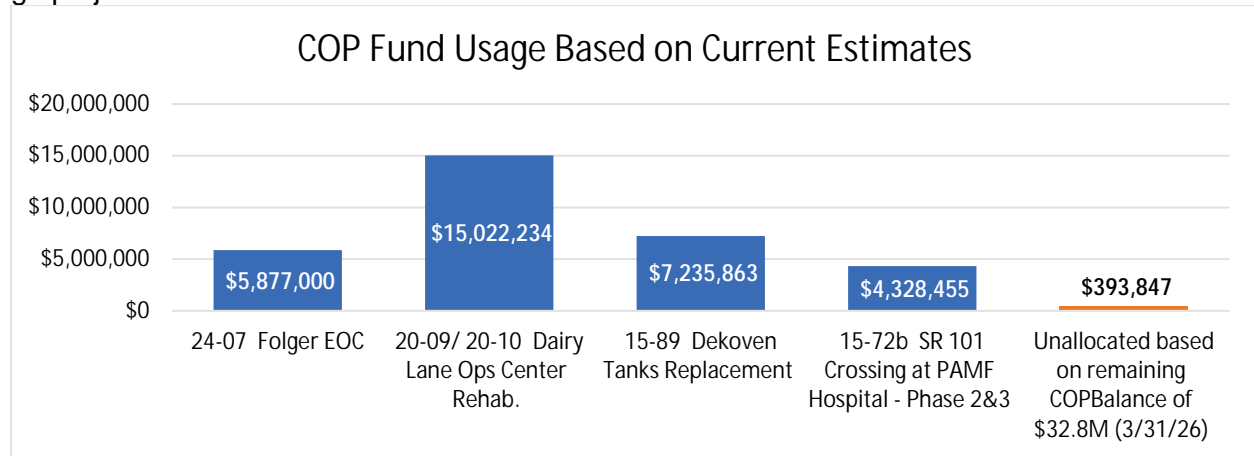
The chart below shows the initial fund allocation among high priority projects at the time the 2025 COPs were issued in March/April 2025. The orange bar indicates the unallocated funds, which could be used to absorb cost increases in the other projects, or could be allocated to additional capital projects from the CIP.



¹ In 2024, the Board adopted a comprehensive Financial Management Plan in 2024 that identified and prioritized the reserves represented above. This included (1) a working capital reserve equal to 50% of annual fiscal year budgeted expenditures, (2) a capital reserve of \$8,000,000, and (3) a rate stabilization fund reserve equal to \$1,200,000 when bonds are outstanding.

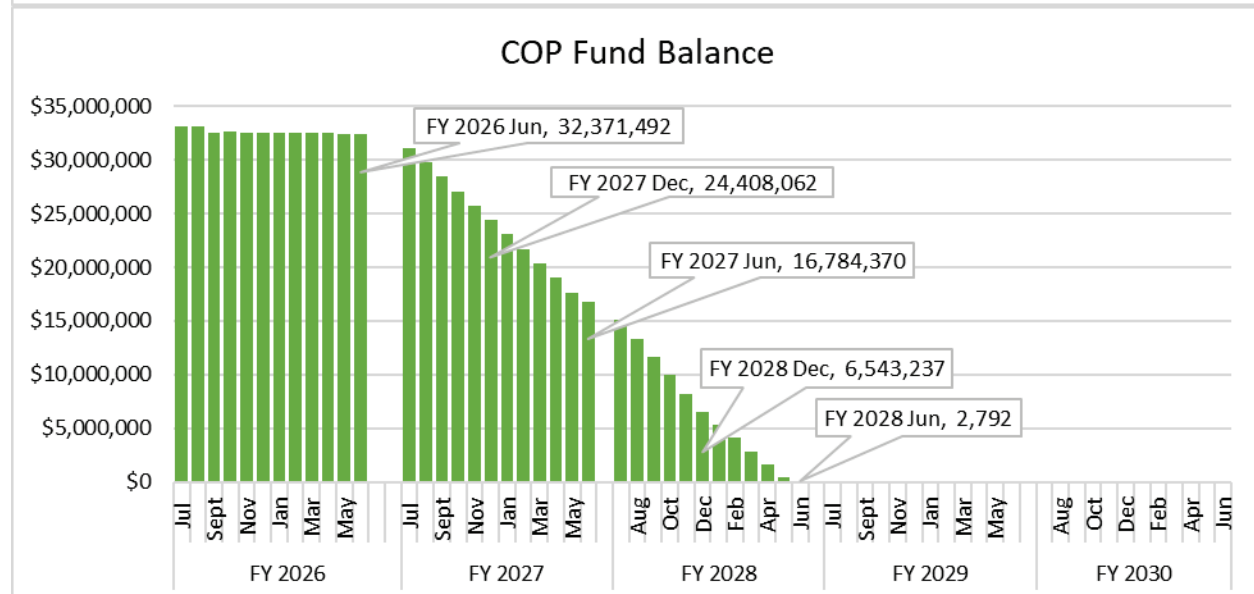
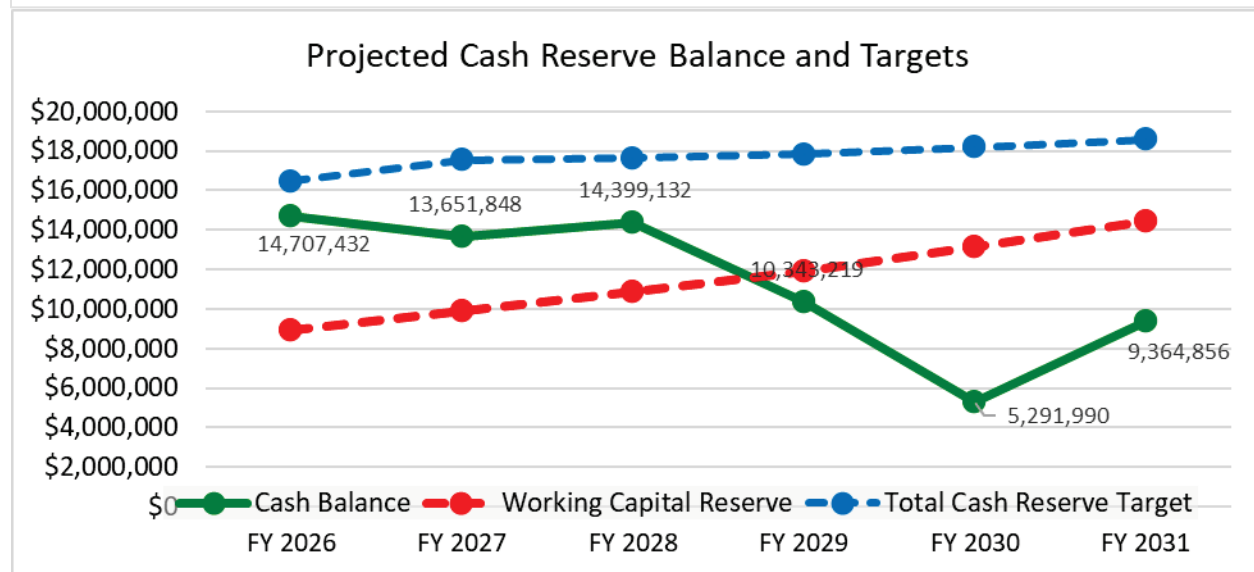
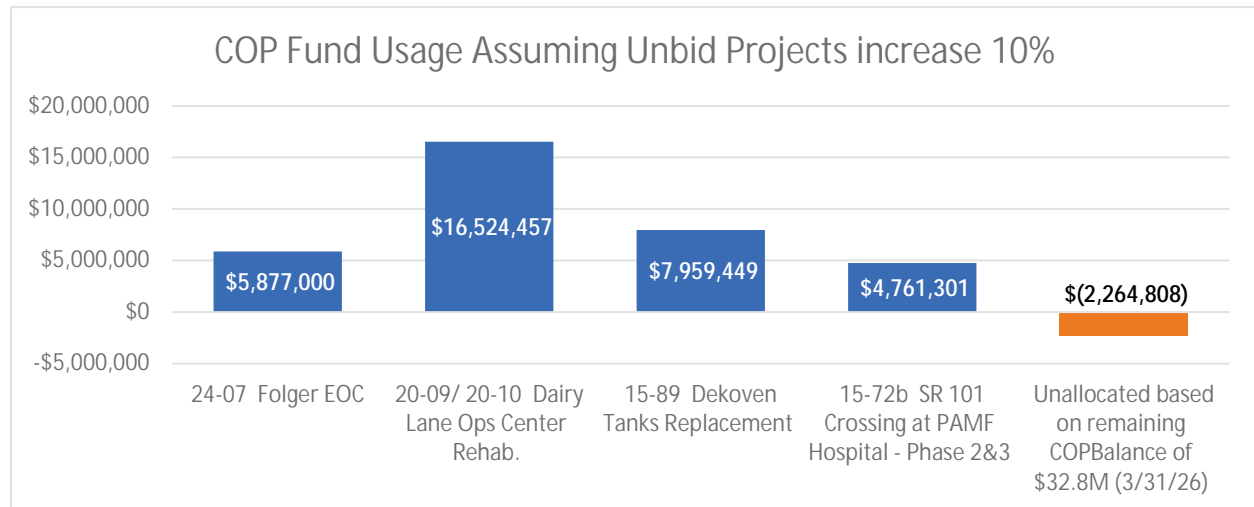
Current Cost Estimates

The charts below show the allocation based on current cost estimates. Due to the increases in costs for the Folger EOC, 101 Undercrossing, and Dairy Lane projects, the unallocated amount is reduced to just under \$400k when looked at in 2026 dollars. (Note, Dairy Lane costs were adjusted based on information received 4/21/2026). However, when modeled to include annual cost escalation, this results in the “borrowing” of \$1.3M in reserves otherwise used to fund pay-go projects.



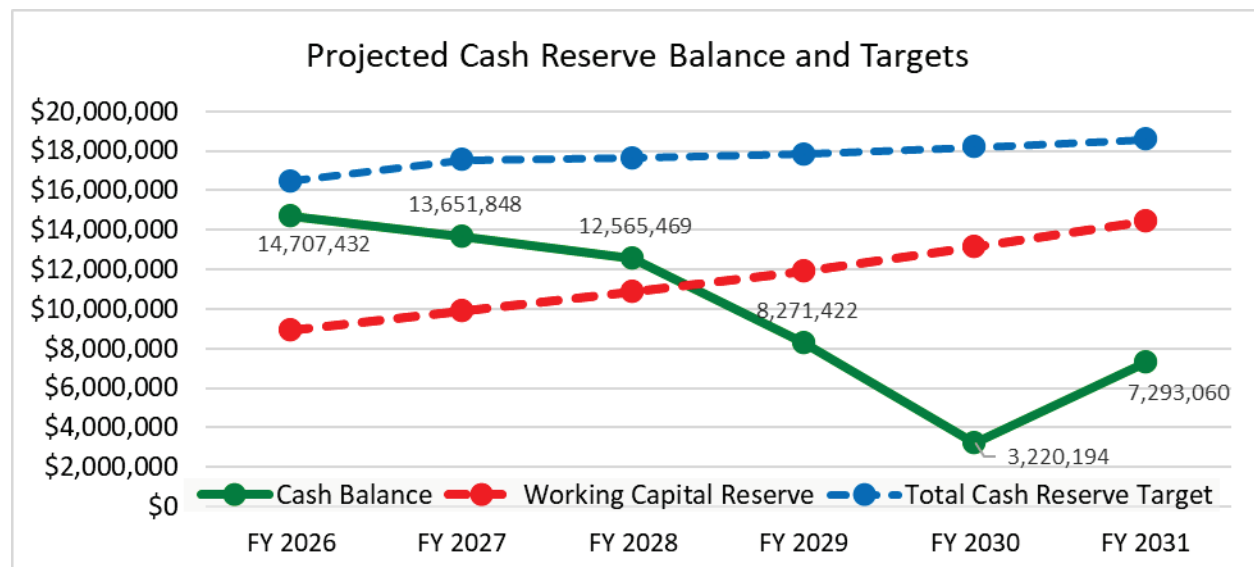
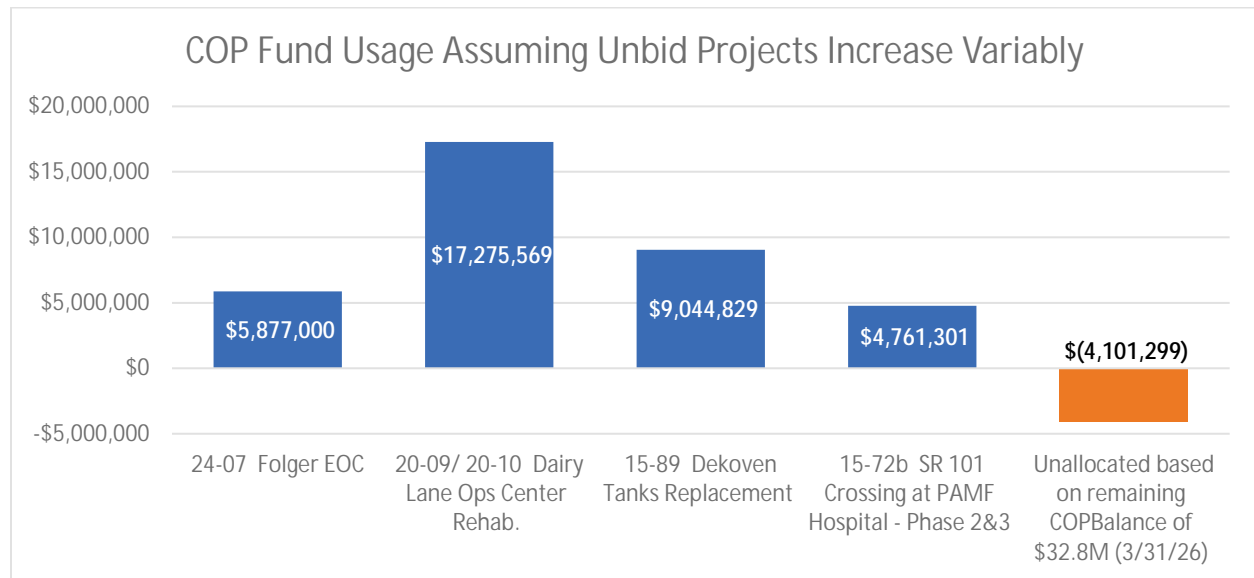
Assume Unbid Project Costs Increase 10%

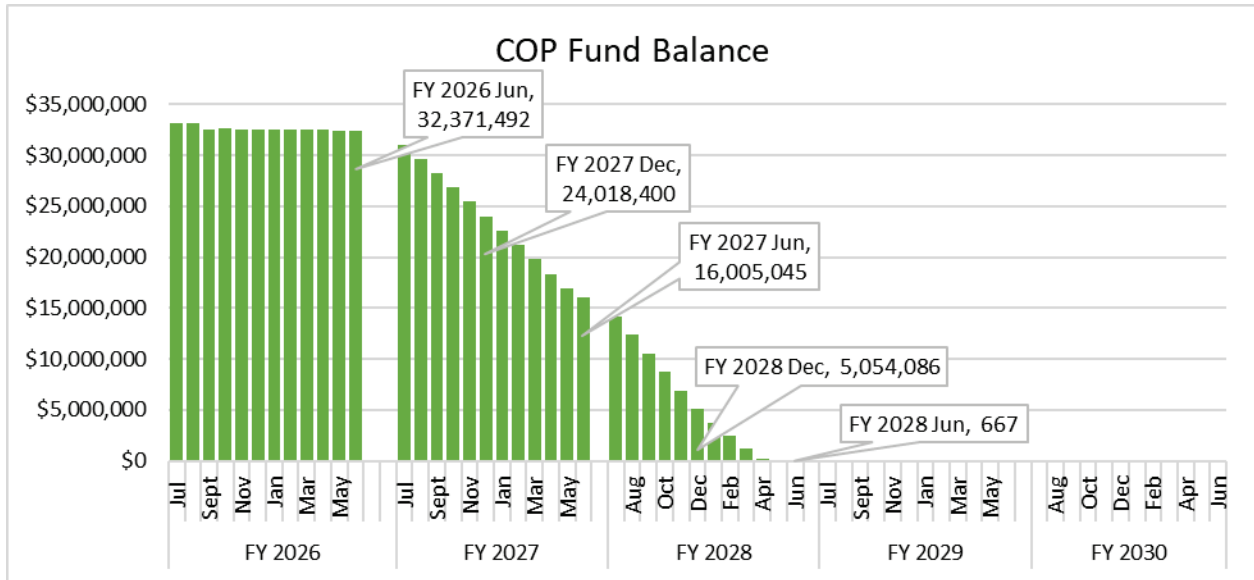
The charts below present the assumption that the costs for all projects that have not yet been bid out increase by 10%. This assumption is related to the increasing fuel costs, tariffs, and other associated inflation. Staff considers this to represent a relatively moderate increase in costs. In this case, the unallocated amount is fully used up. When modeled, this results in the “borrowing” of nearly \$3.9M in reserves otherwise used to fund pay-go projects.



Assume Unbid Project Costs Increase Variably

The charts below assume that costs increase for Dairy Lane by 15%. This is intended to capture the current cost uncertainty related to the potential changes in foundation design recently identified. It also assumes that the costs for the Dekoven Tank Replacement project increase by 25%. The majority of the project construction cost is from steel prices, which are very sensitive to increased oil costs. Staff are reaching out to various partners and suppliers to see if we can identify a better assumption to use, and if a more refined assumption can be identified before the meeting, this analysis will be updated. Finally, the charts below include the assumption that costs increase for the 101 Undercrossing project by 10%, assuming increased inflationary costs, but knowing that the project is not as sensitive to oil prices as the others. Staff considers this scenario to be at least as likely as the others identified above. In this scenario, based on the modelled cash flow, the amount “borrowed” from pay-go projects is estimated to be \$5.7M.



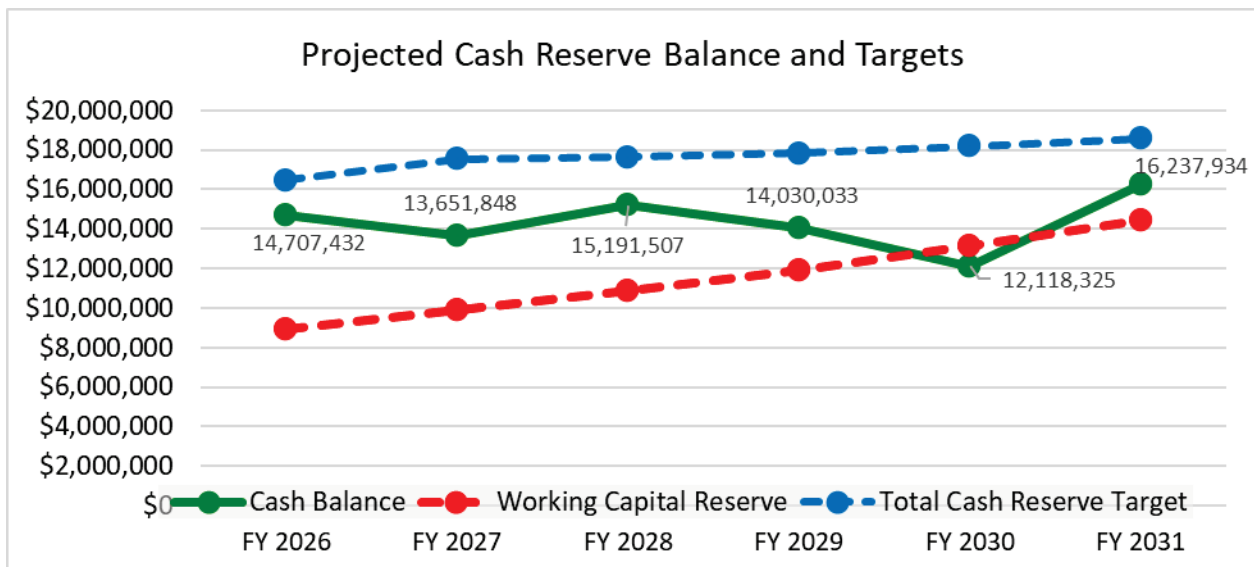


Scenarios with Replacement of only One Hallmark Tank w/in Planning Period

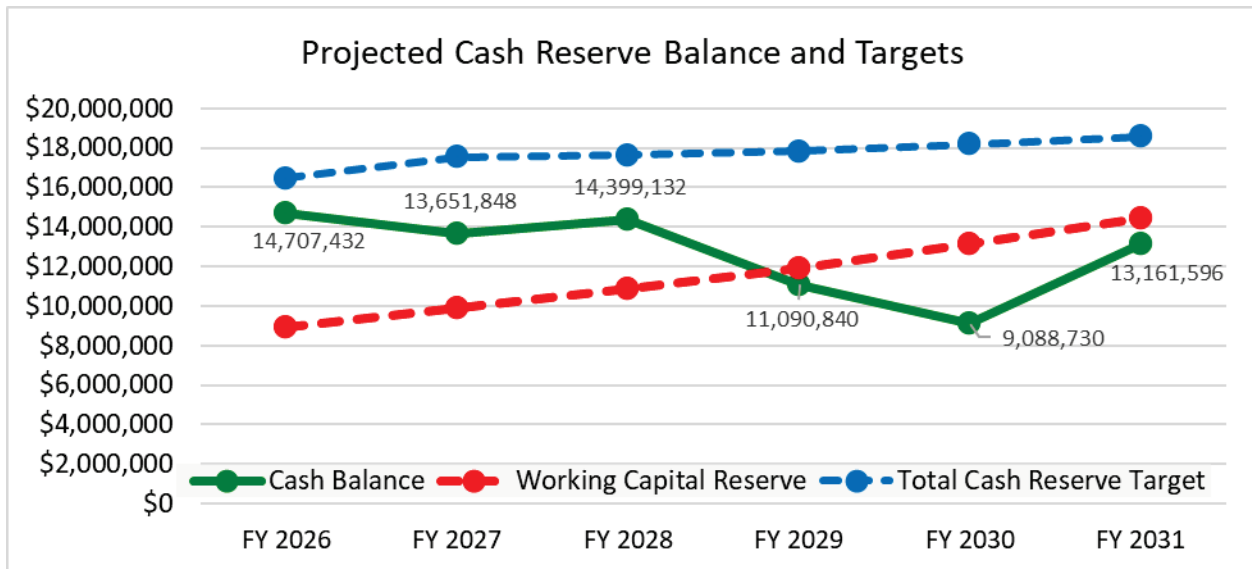
The single highest cost pay-go project planned in the next five years is the replacement of the Hallmark Tanks. As discussed previously, staff is still working to evaluate this project, and may recommend a smaller scope project, but for planning purposes it was assumed that the project will include the full replacement of both tanks, at an estimated cost of \$9 million, completed in early 2030.

Given that this one project has the largest overall effect on financial planning for the District, and that it has the least defined and certain scope at this point, the above scenarios were also modeled with the assumption that only one of the two Hallmark tanks are replaced within this time-period. For this scenario, it was assumed that planning and design costs are the same as the replacement of both tanks, and that the construction cost for one tank is 60% of the cost for both tanks, for a total estimated project cost of \$5.8 million in 2026 dollars.

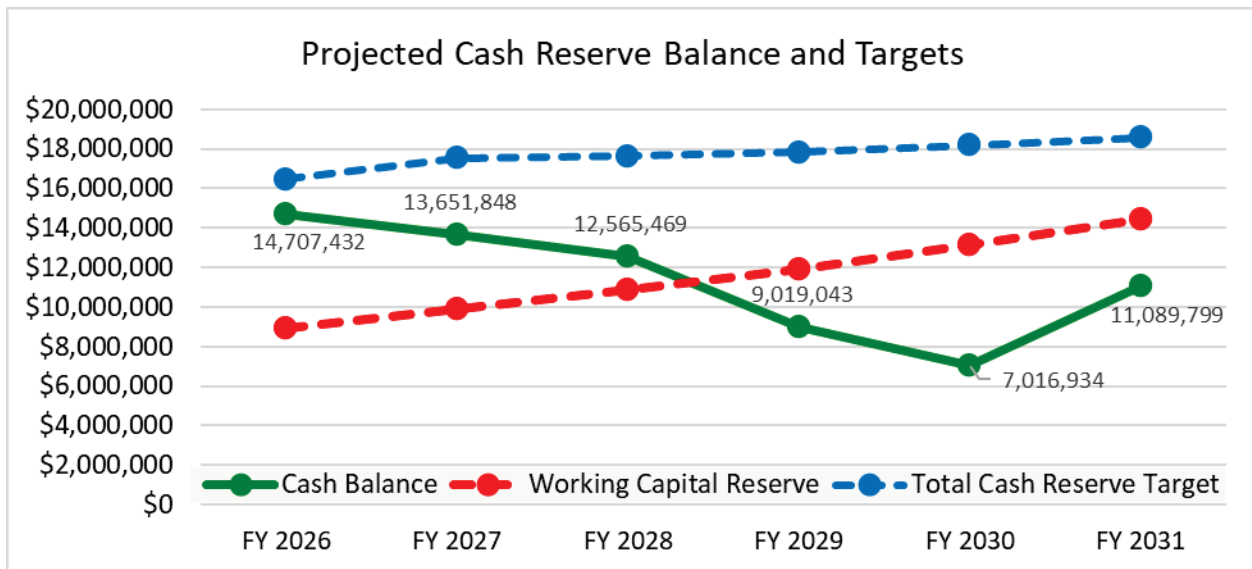
Current Cost Estimates and Replacement of 1 Hallmark Tank



Assume Unbid Project Costs Increase by 10% and Replacement of 1 Hallmark Tank



Assume Unbid Project Costs Increase Variably and Replacement of 1 Hallmark Tank



Attachments: Near-Term capital Project Risks, Benefits, and Priorities
 Appendix A Project List Table, excerpted from Capital Improvement Program, FY 24/25 Update

Near-Term Capital Project Risks, Benefits, and Priorities

Staff Recommended Priority	CIP No. Project Name Year Project Identified	Anticipated Construction Start	Key Project Benefits	Risks of Not Doing Project	Potential Consequences of Not Completing Project	Cost Assumptions	Current Estimated Costs
Medium	24-07 Folger Property Improvements First identified in 2024 CIP	Spring 2026	<ul style="list-style-type: none"> Provide an alternate operations center when Dairy Lane is not accessible in emergencies (flood and potentially earthquakes) Seismic upgrade of existing building. Satellite corporation yard allows for redundancy of equipment and inventory EOC could be opened to other agencies, if needed. Six-bed bunk space will support workforce resiliency issues. Water-efficient landscaping can serve as a demonstration garden. Investing in a permanent, district-owned asset for future use. 	<ul style="list-style-type: none"> In a future flood emergency, may lose access to Dairy Ln., potentially cutting off staff and equipment from the rest of the service area where they are needed most. If a future earthquake affects roads leading to Dairy Lane, access would be cutoff until restored. Continuing to pay monthly rent for OCR (\$12,605/month for 2026). 	<ul style="list-style-type: none"> If Dairy Lane becomes inaccessible due to flood or earthquake and response to a wide range of field scenarios (primarily main breaks) would be slowed. It is noted that main breaks would be very likely to happen across the service area during an earthquake. Liability for damages if an earthquake happens and equipment and materials are stored at Folger. 	(a)	\$6,877,046 Hard bid
High	15-72b SR 101 Crossing at PAMF Hospital - Phase 2 First identified in 2015 CIP	Summer 2026	<ul style="list-style-type: none"> The SR 101 Crossing at PAMF Hospital Improvements replaces an aging AC water main capable of causing major disruptions on SR 101 in the event of a main break, eliminates a dead end, creates a looped system, improves fire flows, and constructs a serviceable underground intertie. 	<ul style="list-style-type: none"> Major earthquake will very likely result in pipe failure, significant damage to the 101 freeway, and loss of supply redundancy for ~175 residential and commercial connections on the east side of 101. 	<ul style="list-style-type: none"> Repair 101 damage – would be expected to cost millions and potentially months to complete. Reputational damage to District. There are no other alignment options available, so the ‘repair’ would be the original project or rely only on the existing PVC crossing, with no redundancy. 	(b)	\$3,544,000 90% Design Estimate
High	15-72c SR 101 Crossing at PAMF Hospital - Phase 3 Additional phasing identified in 2026	Winter 2026					\$1,114,000 90% Design Estimate
High	20-09/ 20-10 Dairy Lane Operations Center Rehabilitation First identified in 2020 CIP	Summer / Fall 2027	<ul style="list-style-type: none"> Flood mitigation, raising slab by 8.5” and adding 30” stem walls, with flood doors. Seismic retrofit of shop. Creates additional office space needed for operations. Consolidates all staff and eliminates current rental of OCR. Modernizes facility and provides features that support employee well-being (e.g., locker rooms, showers, and breakroom). 	<ul style="list-style-type: none"> Operational vulnerability – repeat flooding causes access issues. Seismic issues could cause structural damage to shop. Staff continue to be segregated and rental costs for OCR continue. In the event of a major earthquake, could face structural failure, potential injuries, or equipment damage. Increasing staff frustration by the working conditions. 	<ul style="list-style-type: none"> Structural failure of the building would require more expensive rebuilding compared to current retrofit. Flood before mitigation could result in additional damage to the building. Could result in employee injury or equipment damage related to structural failure during an earthquake. Extended time working in sub-par conditions may impact employee satisfaction. Staff-time needed to mitigate potential floods through sand-bagging, rather than inherent building features. Staff resources spent on mitigating damage are not spent on operations. 	(c)	\$13,000,000 50% Design Development

Near-Term Capital Project Risks, Benefits, and Priorities

Staff Recommended Priority	CIP No. Project Name Year Project Identified	Anticipated Construction Start	Key Project Benefits	Risks of Not Doing Project	Potential Consequences of Not Completing Project	Cost Assumptions	Current Estimated Costs
High	15-89 Dekoven Tanks Replacement First identified in 2015 CIP	Winter 2026/27	<ul style="list-style-type: none"> Replaces aged seismic insufficient steel tanks. Allows for increase use of tank capacity. Adds chloramine booster station to the system to allow for local control of water quality. 	<ul style="list-style-type: none"> Currently the tanks are being operated at ½ capacity to lower risk of tank failure during an earthquake. This has led to a significant decrease in water storage, especially during summer months. The coatings on each tank are also failing, as this maintenance was deferred due to the planned replacement. Loss of water quality sometimes results in need to dump water from tank to stormdrain. 	<ul style="list-style-type: none"> Need to invest in coating and structural maintenance if tanks are not replaced. Potential structural issues to the roof are currently being compensated for by maintaining low water levels. Reduced storage during the summer months reduces available water for emergencies, such large fires and supply interruption from earthquakes or other system failures. Catastrophic tank failure due to earthquake. 	(d)	\$7,590,000 65% Design Estimate
High	24-08/ 24-10 Exbourne (W) and West Belmont (N) Tank Recoating First identified in 2024 CIP	ongoing	<ul style="list-style-type: none"> Extends the life of storage tanks to minimize repair and/or replacement costs in the future. Project scope for Exbourne being expanded to address rafter corrosion. 	<ul style="list-style-type: none"> If the tanks are not recoated on a regular schedule, the steel will start deteriorating leading to much larger capital cost to replace structural steel elements in the future. 	<ul style="list-style-type: none"> Deterioration of steel structure leading to larger capital expenses. 	(e)	\$1,613,499 - Hard bid including estimated rafter work for \$300,000
Medium	XX-XX West Belmont South Tank and Recoating Need identified in 2025/2026	2028	<ul style="list-style-type: none"> Extends the life of storage tanks to minimize repair and/or replacement costs in the future. Recent inspection report indicates recoating is needed. 	<ul style="list-style-type: none"> If the tanks are not recoated on a regular schedule, the steel will start deteriorating leading to much larger capital cost to replace structural steel elements in the future. 	<ul style="list-style-type: none"> Deterioration of steel structure leading to larger capital expenses. 	(f)	\$ 450,000 Based on bid prices received for the North Tank
High	24-09 Hallmark Tanks Replacement First identified in 2024 CIP as recoating; consideration of replacement identified in 2025	2029	<ul style="list-style-type: none"> Extends the life of storage tanks to minimize repair and/or replacement costs. Seismic retrofit costs are comparable to full replacement of the tanks. Applying for grant money under the assumption of a full replacement of both tanks. 	<ul style="list-style-type: none"> Currently the tanks are being operated at 16ft vs. 22+ ft to lower risk of tank failure during an earthquake. This results in a significant decrease in water storage, especially during summer months. 	<ul style="list-style-type: none"> Reduced storage during the summer months reduces available water for emergencies, such urban wildland fire, along with available water after other natural disasters that may cut off our supply. Continuing to pay for recoating the tanks that require replacement. Catastrophic tank failure due to earthquake. 	(g)	\$ 9,060,000
Medium	24-08 Exbourne East Tank Recoating Need identified in 2025/2026	2028	<ul style="list-style-type: none"> Extends the life of storage tanks to minimize repair and/or replacement costs. 	<ul style="list-style-type: none"> If the tanks are not recoated on a regular schedule, the steel will start deteriorating leading to much larger capital cost to replace structural steel elements in the future. 	<ul style="list-style-type: none"> Structural steel deterioration leading to larger capital expense. 	(h)	\$850,000
Medium	15-63/ 15-48 Lower Notre Dame Ave/Willow Lane/Oak	Winter 2026	<ul style="list-style-type: none"> Replaces old undersized pipes with more accessible larger main. 	<ul style="list-style-type: none"> Continued need to respond to leaks and breaks, resulting in emergency repair and disruption of service to customers. 	<ul style="list-style-type: none"> Continued leaks and breaks lead to larger capital expenses and potential liabilities. 	(i)	\$ 2,595,000

Near-Term Capital Project Risks, Benefits, and Priorities

Staff Recommended Priority	CIP No. Project Name Year Project Identified	Anticipated Construction Start	Key Project Benefits	Risks of Not Doing Project	Potential Consequences of Not Completing Project	Cost Assumptions	Current Estimated Costs
	Knoll Cross Country WMI First identified in 2015 CIP		<ul style="list-style-type: none"> Adds hydrants and capacity for an increase in fire flow by 231%.. Reduction in customer-maintained service lines. CIP pipeline project ranking score: 29 	<ul style="list-style-type: none"> Less available flow for firefighting. Fire flows are currently below minimum recommendations. Hydrant access is not improved. Service connection distance remains up to 300 ft for residents to maintain. 	<ul style="list-style-type: none"> District is farther from its target of replacing 3,300 linear feet of pipe/year (150-year renewal). 		
Medium	15-24 San Juan Blvd. Improvements First identified in 2015 CIP	Winter 2028	<ul style="list-style-type: none"> Eliminates a redundant 4" CIP and replaces undersized 6" CIP water main with new 8" DIP increasing fire flows by 83% Gets ahead of City's planned sewer / repaving project in summer 2028 Replaces 2000+ LF more than 24/25 CIP plan for 500 LF will help meet strategic plan goals. Improved fire hydrant spacing. CIP pipeline project ranking score: 33 	<ul style="list-style-type: none"> Continued degradation of old infrastructure and increased future costs for repair and maintenance. Continued need to respond to leaks and breaks, resulting in emergency repair and disruption of service to customers. Less available flow for firefighting. Inconvenience residents with future pavement project vs. completing ahead of Belmont's planned sewer replacement/repaving in summer 2028. 	<ul style="list-style-type: none"> If the window before paving is missed, the project will need to be delayed 5-10 years. Continued leaks and breaks lead to larger capital expenses and potential liabilities. Reduced available water for firefighting. As they age the pipes are more prone to leaks that require emergency response and disrupt service to customers. Difficult public relations conversations resulting from poor timing. District is farther from its target of replacing 3,300 linear feet of pipe/year (150-year renewal). 	(j)	\$3,155,000
Low	Twin Pines Main Replacement for Belmont Stormwater Basin Project Need driven by City in 2025	TBD, City project	<ul style="list-style-type: none"> Relocates an existing water main and hydrants serving City Hall located in the area where the City plans to construct a stormwater retention basin. Allows City project to move forward, which will help reduce flooding along Belmont Creek from smaller storms. 	<ul style="list-style-type: none"> The City cannot implement their planned stormwater detention basin. Damaged relationship with City of Belmont. 	<ul style="list-style-type: none"> Project does not mitigate specific risks to the District. Pipe to be relocated was installed in the 1980s. 	(k)	\$2,500,000
Medium	15-05 / 15-83 Emergency Intertie Rebuilds First identified in 2015 CIP	TBD	<ul style="list-style-type: none"> Rebuilds / reconfigures the existing interties to obtain more accurate meter readings. Prevents loss of service, loss of pressure, and water quality health risks during emergencies. Upgrades physical infrastructure to connecting water systems. Applying for grant money since this work has clear multi-agency benefits. 	<ul style="list-style-type: none"> Inaccurate or estimated volumes of water shared between agency / city. Infrastructure will not be hardened and will remain susceptible during source failures, pump station outages or massive main breaks. If pipes or infrastructure become compromised during an emergency and allow contamination to enter the system, water quality could be degraded. 	<ul style="list-style-type: none"> Inability to provide or receive water between agencies could require boil water notices and/or inability to supply water to customers if normal sources are compromised due to an emergency. Loss of revenue due to volume of water transfer not being accurately measured. 	(l)	\$1,295,000 (CalWater)

Key Cost Assumptions:

- a) Running total includes all design and soft costs, PG&E, etc. Current estimated costs includes expended to date, plus bid cost including 10% contingency, design by Noll & Tam and project management by OCMI.
- b) Current estimated cost based on 90% Design estimate and includes 15% contingency for Ph. 2. Running total only include FY25 and FY26, including PCG and West Yost Design PM/Design. Ph.1 total costs = \$846,850 not included.
- c) Combine 20-09 and 20-10. Project budget and cost estimate based on 24/25 CIP estimate. Projected total FYE is FY25 expended plus FYE 26 estimate. Current construction cost from TBD = \$11,009,001 does not include contingency and soft costs; will possibly increase.

Near-Term Capital Project Risks, Benefits, and Priorities

d) Current estimated cost based on current engineers estimate to complete project including 10% contingency and does not include previous fiscal years design costs of approximately \$4.5M.

e) Current estimated cost based on project bid plus 10% contingency and PCG Design/CM/CI and an estimated \$300,000 increase for additional rafter repair work for Exbourne.

f)

g) Current estimated cost based on current engineers estimate to complete project including contingency and does not include approximately \$32K expenditures in FY25 for welding and testing. 24/25 CIP estimate = \$3,050,000.

h)

i) Current Estimated Cost based on current engineers estimate to complete project plus hard cost of \$294,687 for PCG Design/bid services authorized.

j) 24/25 CIP Estimate was \$410,000

(k)

(l) Estimated cost = 24/25 CIP estimate including 10% contingency not adjusted for escalation.

(m) District has targeted replacement of 3,300 linear feet of pipe per year on average, which is a 150-year renewal rate. Assuming \$500/linear foot and 30% design, construction management, and contingency, this is approximately \$2.3 million per year and \$ 3,833,333 through FY30, in 2026 dollars.

**Mid-Peninsula Water District
Capital Improvement Program Summary (FY 24/25 Update)**

Project Number	DSA	Zone	Project Name	Existing Pipe Information				Quantities			Construction	Planning, Design & CM	Construction Inspection	Contingency	2024 Dollars	Running Total
				Size (in)	Material	Age	Static PSI	LF	SRV	HYD						
UNDER DESIGN																
15-09	012	3	Dekoven Tank Utilization Project	6	CIP	1960	10-45	2400	14	2	\$ 1,483,500	\$ 225,000	\$ 150,000	\$ 186,500	\$ 2,045,000	\$ 2,045,000
15-19	022	3	Oak Knoll Drive Improvements	4	PVC	1956	65-105	1300	33	2	\$ 1,039,500	\$ 160,000	\$ 105,000	\$ 130,500	\$ 1,435,000	\$ 3,480,000
Material Totals				3700 47 4							subtotal (a) \$ 3,480,000					

Ranking Score	Hydraulic Capacity	# Affected Hydrants	System Benefits	Location	Age	Material	No. of Leaks*	Static Pressure	No. of Services	Scheduled Paving
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a

PRIORITIZED																
15-72b	077	1	SR 101 Crossing at PAMF Hospital - Phase 2	12	AC	1963	135	1600	0	1	\$ 2,015,000	\$ 300,000	\$ 200,000	\$ 250,000	\$ 2,765,000	\$ 6,245,000
15-89	n/a	3	Dekoven Tanks Replacement	n/a	n/a	n/a	n/a	0	0	0	\$ 6,000,000	\$ 300,000	\$ 600,000	\$ 690,000	\$ 7,590,000	\$ 13,835,000
20-05	n/a	DW	Transmission Water Main Assessments	18	CCP	1960	40-185	0	0	0	\$ 500,000	\$ 50,000	\$ -	\$ 75,000	\$ 625,000	\$ 14,460,000
24-07	n/a	DW	Moderinze Folger Drive Property as Emergency Operations Center	n/a	n/a	n/a	n/a	0	0	0	\$ 4,590,000	\$ -	\$ -	\$ -	\$ 4,590,000	\$ 19,050,000
20-09	n/a	DW	Modernize Dairy Lane Operations Center for Resiliency - Design	n/a	n/a	n/a	n/a	0	0	0	\$ -	\$ 3,300,000	\$ -	\$ -	\$ 3,300,000	\$ 22,350,000
20-10	n/a	DW	Modernize Dairy Lane Operations Center for Resiliency - Construction	n/a	n/a	n/a	n/a	0	0	0	\$ 9,700,000	\$ -	\$ -	\$ -	\$ 9,700,000	\$ 32,050,000
24-08	n/a	2	Exborne Tank (West) Recoating	n/a	n/a	n/a	n/a	0	0	0	\$ 450,000	\$ 115,000	\$ 45,000	\$ 65,000	\$ 675,000	\$ 32,725,000
24-09	n/a	8	Hallmark Tank (North) Structural Retrofit/Recoating	n/a	n/a	n/a	n/a	0	0	0	\$ 2,200,000	\$ 330,000	\$ 220,000	\$ 300,000	\$ 3,050,000	\$ 35,775,000
24-10	n/a	7	West Belmont Tank (North) Recoating	n/a	n/a	n/a	n/a	0	0	0	\$ 76,500	\$ 30,000	\$ 10,000	\$ 13,500	\$ 130,000	\$ 35,905,000
Material Totals				1600 0 1							subtotal (b) \$ 32,425,000					

n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a

NONPRIORITIZED WATER MAIN REPLACEMENT PROJECTS																
15-24	026	3	San Juan Boulevard Improvements	4	CIP	1936	155	300	16	3	\$ 271,500	\$ 70,000	\$ 30,000	\$ 38,500	\$ 410,000	\$ 36,315,000
15-75b	080	1	Old County Road Improvements - Phase 2	6	AC	1938	125	2400	54	4	\$ 1,704,000	\$ -	\$ 170,000	\$ 191,000	\$ 2,065,000	\$ 38,380,000
24-03	n/a	2	Middle Road Improvements	6	CIP	1955	130	2600	33	8	\$ 1,528,250	\$ 230,000	\$ 155,000	\$ 191,750	\$ 2,105,000	\$ 40,485,000
15-16	019	3	Williams Avenue, Ridge Road, Hillman Avenue Improvements	4	CIP	1950	140	2600	59	5	\$ 1,619,750	\$ 245,000	\$ 165,000	\$ 205,250	\$ 2,235,000	\$ 42,720,000
15-47	051	2	Virginia Avenue Improvements	6	CIP	1959	120	1000	17	3	\$ 614,000	\$ 125,000	\$ 65,000	\$ 81,000	\$ 885,000	\$ 43,605,000
24-01	n/a	6	Erlin Drive Improvements	4	CIP	1954	105	800	5	2	\$ 485,000	\$ 140,000	\$ 50,000	\$ 70,000	\$ 745,000	\$ 44,350,000
15-08	011	4	Zone 4 Water Main Improvement	4	CIP	1958	90	1700	40	2	\$ 1,062,500	\$ 160,000	\$ 110,000	\$ 137,500	\$ 1,470,000	\$ 45,820,000
15-26	028	7	West Belmont Tank Water Main Improvements	8	CIP	1956	70	3800	2	2	\$ 2,085,500	\$ 315,000	\$ 210,000	\$ 264,500	\$ 2,875,000	\$ 48,695,000
15-46	050	2	Miramar Terrace Improvements	4	CIP	1945	75	1300	21	4	\$ 787,750	\$ 160,000	\$ 80,000	\$ 107,250	\$ 1,135,000	\$ 49,830,000
15-48	052	2	Willow Lane Improvements	4	CIP	1946	60	600	8	2	\$ 357,000	\$ 90,000	\$ 40,000	\$ 53,000	\$ 540,000	\$ 50,370,000
15-54	058	2	Villa Avenue Improvements	4	CIP	1946	110	1500	44	3	\$ 988,500	\$ 200,000	\$ 100,000	\$ 131,500	\$ 1,420,000	\$ 51,790,000
15-63	069	2	Lower Notre Dame Avenue Improvements	6	CIP	1946	125	1700	25	5	\$ 1,098,750	\$ 165,000	\$ 110,000	\$ 141,250	\$ 1,515,000	\$ 53,305,000
15-17	020	3	Monte Cresta Drive / Alhambra Drive Improvements	6	CIP	1958	125	2300	48	7	\$ 1,449,500	\$ 220,000	\$ 145,000	\$ 185,500	\$ 2,000,000	\$ 55,305,000
15-27	029	7	Lassen Drive Improvements	6	CIP	1957	60	1900	46	4	\$ 1,204,000	\$ 185,000	\$ 125,000	\$ 156,000	\$ 1,670,000	\$ 56,975,000
15-45	046-049	2	Hainline Drive and Vicinity Improvements	4	CIP	1954	80	1800	42	5	\$ 1,150,500	\$ 175,000	\$ 120,000	\$ 149,500	\$ 1,595,000	\$ 58,570,000
15-59	063	2	Valdez Avenue Improvements	4	CIP	1954	90	1000	24	2	\$ 631,000	\$ 130,000	\$ 65,000	\$ 84,000	\$ 910,000	\$ 59,480,000
15-62	067	2	Sixth Avenue Improvements	6	CIP	1946	150	1750	2	5	\$ 1,431,750	\$ 215,000	\$ 145,000	\$ 183,250	\$ 1,975,000	\$ 61,455,000
15-11	014	3	Camelita Avenue Improvements	4	CIP	1951	70	1300	31	3	\$ 825,250	\$ 170,000	\$ 85,000	\$ 109,750	\$ 1,190,000	\$ 62,645,000
15-13	016	3	Monroe, Belle Monti, Coronet Avenues Improvements	4	PVC	1970	130	3200	94	6	\$ 2,103,500	\$ 320,000	\$ 215,000	\$ 266,500	\$ 2,905,000	\$ 65,550,000
15-55	059	2	Covington Road Improvements	4	CIP	1953	100	1000	23	3	\$ 640,750	\$ 130,000	\$ 65,000	\$ 84,250	\$ 920,000	\$ 66,470,000
15-57	061	2	Alomar Avenue Improvements	4	CIP	1954	100	750	14	1	\$ 444,750	\$ 115,000	\$ 45,000	\$ 65,250	\$ 670,000	\$ 67,140,000
15-78	083	1	Civic Lane Improvements	6	CIP	1949	125	1900	20	5	\$ 1,082,500	\$ 165,000	\$ 110,000	\$ 137,500	\$ 1,495,000	\$ 68,635,000
24-04	n/a	5	Shelford Avenue Improvements	2	CIP	1954	90	1200	10	3	\$ 667,250	\$ 135,000	\$ 70,000	\$ 87,750	\$ 960,000	\$ 69,595,000
15-03	005	5	Spring Lane Improvements	4	CIP	1958	140	300	6	2	\$ 204,000	\$ 65,000	\$ 25,000	\$ 31,000	\$ 325,000	\$ 69,920,000
15-58	062	2	Fernwood Way Improvements	4	CIP	1954	70	850	16	2	\$ 517,750	\$ 105,000	\$ 55,000	\$ 72,250	\$ 750,000	\$ 70,670,000
15-67	n/a	2	Village Drive Area Improvements	6	CIP	1959	90	1700	34	4	\$ 1,046,000	\$ 160,000	\$ 105,000	\$ 134,000	\$ 1,445,000	\$ 72,115,000
15-81	086	1	Sixth / O'Neill Avenue Improvements	4	CIP	1937	125	1500	15	2	\$ 1,792,500	\$ 270,000	\$ 180,000	\$ 227,500	\$ 2,470,000	\$ 74,585,000
15-01	003	5	Buckland / Shelford Avenue Improvements	6	CIP	1954	30	200	1	1	\$ 120,250	\$ 40,000	\$ 15,000	\$ 19,750	\$ 195,000	\$ 74,780,000
15-02	004	5	Courtland Road Improvements	4	CIP	1958	110	800	9	2	\$ 457,250	\$ 115,000	\$ 50,000	\$ 62,750	\$ 685,000	\$ 75,465,000
15-07	010	6	Dartmouth Avenue Improvements	4	CIP	1954	70	300	7	1	\$ 194,250	\$ 60,000	\$ 20,000	\$ 30,750	\$ 305,000	\$ 75,770,000
15-15	018	3	Shirley Road Improvements	4	CIP	1953	80	750	11	1	\$ 429,000	\$ 110,000	\$ 45,000	\$ 61,000	\$ 645,000	\$ 76,415,000
15-41	042	2	Mills Avenue Improvements	4	CIP	1954	80	300	12	2	\$ 235,500	\$ 75,000	\$ 25,000	\$ 34,500	\$ 370,000	\$ 76,785,000
15-61	066	2	Chula Vista Drive Improvements	6	CIP	1941	135	750	10	2	\$ 476,250	\$ 120,000	\$ 50,000	\$ 68,750	\$ 715,000	\$ 77,500,000
15-80	085	1	Bragato Road Improvements	6	AC	1967	135	1000	8	2	\$ 547,000	\$ 110,000	\$ 55,000	\$ 73,000	\$ 785,000	\$ 78,285,000
15-04	006	5	Rose Lane Improvements	4	CIP	1961	120	200	5	1	\$ 136,250	\$ 45,000	\$ 15,000	\$ 23,750	\$ 220,000	\$ 78,505,000
15-18	021	3	Pine Knoll Drive Improvements	4	CIP	1977	110	450	14	2	\$ 317,250	\$ 80,000	\$ 35,000	\$ 47,750	\$ 480,000	\$ 78,985,000
15-25	027	7	Christian Court Improvements	4	CIP	1962	90	300	11	2	\$ 230,250	\$ 70,000	\$ 25,000	\$ 34,750	\$ 360,000	\$ 79,345,000
15-66	071	2	Vine Street (Zone 2) Improvements	4	CIP	1953	120	700	16	2	\$ 425,500	\$ 110,000	\$ 45,000	\$ 59,500	\$ 640,000	\$ 79,985,000
24-06	n/a	5	Hartford Avenue Improvements	4	CIP	1954	50	900	17	2	\$ 546,750	\$ 110,000	\$ 55,000	\$ 73,250	\$ 785,000	\$ 80,770,000
15-12	015	3	Buena Vista Avenue Improvements	4	PVC	1956	50	1300	27	3	\$ 804,250	\$ 165,000	\$ 85,000	\$ 105,750	\$ 1,160,000	\$ 81,930,000

Ranking Criteria (NonPrioritized Water Main Replacement Projects Only)										
33	5	3	3	1	5	8		5	3	Yes - 2028 (BEL)
33	3	3	3	1	5	10		3	5	Yes - 2022 (BEL)
31	3	5	2	1	3	8		4	5	Yes - 2023 (BEL)
30	5	4	0	1	3	8		4	5	
30	3	3	2	5	3	8		3	3	
30	5	2	2	5	3	8		3	2	
29	5	2	3	1	3	8		2	5	Yes - 2021/24 (BEL)
29	5	2	3	5	3	8		1	2	Yes - 2024 (BEL)
29	5	3	0	3	4	8		2	4	
29	5	2	2	5	4	8		1	2	

**Mid-Peninsula Water District
Capital Improvement Program Summary (FY 24/25 Update)**

Project Number	DSA	Zone	Project Name	Existing Pipe Information				Quantities			Construction	Planning, Design & CM	Construction Inspection	Contingency	2024 Dollars	Running Total	Ranking Score	Hydraulic Capacity	# Affected Hydrants	System Benefits	Location	Age	Material	No. of Leaks*	Static Pressure	No. of Services	Scheduled Paving
				Size (in)	Material	Age	Static PSI	LF	SRV	HYD																	
15-50	054	2	Fairway Drive Improvements	4	PVC	1975	115	1450	24	2	\$ 844,750	\$ 170,000	\$ 85,000	\$ 110,250	\$ 1,210,000	\$ 83,140,000	20	5	2	0	1	1	4		3	4	Yes - 2021 (BEL)
15-68	073	1	Wessex Way Dead End Improvements	4	PVC	1977	135	250	20	1	\$ 238,750	\$ 75,000	\$ 25,000	\$ 36,250	\$ 375,000	\$ 83,515,000	20	5	2	0	1	1	4		4	3	
15-20	023	3	Thurm and Bettina Avenue Improvements	4	PVC	1978	80	1200	26	1	\$ 751,500	\$ 150,000	\$ 75,000	\$ 98,500	\$ 1,075,000	\$ 84,590,000	19	5	2	0	1	1	4		2	4	Yes - 2021 (BEL)
15-34	036	8	Ridgewood Court Improvements	4	PVC	1976	145	200	8	1	\$ 152,000	\$ 50,000	\$ 20,000	\$ 23,000	\$ 245,000	\$ 84,835,000	19	5	2	0	1	1	4		4	2	
15-52	056	2	Chevy / Clee Streets Improvements	4	PVC	1970	125	800	16	2	\$ 494,000	\$ 125,000	\$ 50,000	\$ 71,000	\$ 740,000	\$ 85,575,000	19	5	2	0	1	1	4		3	3	Yes - 2024 (BEL)
15-69	074	1	Sussex Court Improvements	4	PVC	1977	135	150	4	1	\$ 107,250	\$ 35,000	\$ 15,000	\$ 17,750	\$ 175,000	\$ 85,750,000	19	5	2	0	1	1	4		4	2	Yes - 2029 (BEL)
15-32	034	8	Soho Circle Improvements	4	PVC	1971	65	150	5	1	\$ 112,500	\$ 35,000	\$ 15,000	\$ 17,500	\$ 180,000	\$ 85,930,000	18	5	2	0	3	1	4		1	2	
15-33	035	8	Paddington Court Improvements	4	PVC	1971	45	200	6	1	\$ 141,500	\$ 45,000	\$ 15,000	\$ 23,500	\$ 225,000	\$ 86,155,000	18	5	2	0	3	1	4		1	2	
24-02	n/a	2	Arbor Avenue Improvements	6	DIP	1977	95	1200	23	3	\$ 735,750	\$ 150,000	\$ 75,000	\$ 99,250	\$ 1,060,000	\$ 87,215,000	18	3	3	0	1	1	4		2	4	Yes - 2021 (BEL)
15-35	037	8	Bridge Court Improvements	4	PVC	1976	85	300	9	1	\$ 204,750	\$ 65,000	\$ 25,000	\$ 30,250	\$ 325,000	\$ 87,540,000	17	5	2	0	1	1	4		2	2	
15-36	038	8	Parkridge Court Improvements	4	PVC	1976	85	300	10	1	\$ 210,000	\$ 65,000	\$ 25,000	\$ 30,000	\$ 330,000	\$ 87,870,000	17	5	2	0	1	1	4		2	2	
15-37	039	8	Waterloo Court Improvements	4	PVC	1969	60	150	5	1	\$ 112,500	\$ 35,000	\$ 15,000	\$ 17,500	\$ 180,000	\$ 88,050,000	17	5	2	0	1	2	4		1	2	
15-77	082	1	Sixth Avenue (Zone 1) Improvements	6	PVC	1987	120	200	5	0	\$ 176,250	\$ 55,000	\$ 20,000	\$ 28,750	\$ 280,000	\$ 88,330,000	13	3	0	0	1	1	4		2	2	Yes - 2024 (BEL)
Material Totals								14500	309	39	subtotal (c) \$ 52,425,000																

*Leaks are still under analysis with the District's new GIS system.

NONPRIORITIZED NON-WATER MAIN REPLACEMENT PROJECTS																													
15-05	n/a	5	Calwater Intertie	0	0	0	0	0	0	0	\$ 215,000	\$ 65,000	\$ 25,000	\$ 35,000	\$ 340,000	\$ 88,670,000													
15-21	024	3	Lincoln / Monserat Avenue Improvements	0	0	0	50	250	2	1	\$ 144,250	\$ 45,000	\$ 15,000	\$ 20,750	\$ 225,000	\$ 88,895,000													
15-39	n/a	8	Zone 8 - 14" Cross Country Improvements	0	0	0	0	0	0	0	\$ 820,000	\$ 165,000	\$ 85,000	\$ 110,000	\$ 1,180,000	\$ 90,075,000													
15-42	043	2	North Road Improvements	8	CIP	1949	130	0	19	1	\$ 234,750	\$ 75,000	\$ 25,000	\$ 35,250	\$ 370,000	\$ 90,445,000													
15-56	060	2	Carlmont Drive Improvements	8	CIP	1959	90	0	5	1	\$ 190,000	\$ 60,000	\$ 20,000	\$ 30,000	\$ 300,000	\$ 90,745,000													
15-64	070	2	Tierra Linda Improvements	10	CIP	1951	80	0	0	0	\$ 50,000	\$ 20,000	\$ 5,000	\$ 10,000	\$ 85,000	\$ 90,830,000													
15-70	075	1	Shoreway Road Improvements	8	AC	1969	135	0	5	2	\$ 180,000	\$ 55,000	\$ 20,000	\$ 30,000	\$ 285,000	\$ 91,115,000													
15-71	076	1	Wessex Way Loop Improvements	0	0	0	135	250	0	1	\$ 153,750	\$ 50,000	\$ 20,000	\$ 26,250	\$ 250,000	\$ 91,365,000													
15-83	n/a	DW	Emergency Intertie Rebuilds	0	0	0	0	0	0	0	\$ 660,000	\$ 135,000	\$ 70,000	\$ 90,000	\$ 955,000	\$ 92,320,000													
15-84	n/a	1	Ralston Avenue Regulator Relocation	8	PVC	1974	130	0	0	0	\$ 275,000	\$ 70,000	\$ 30,000	\$ 40,000	\$ 415,000	\$ 92,735,000													
15-85	n/a	1	O'Neill Slough Bridge Crossing Assessments	12	DIP	1990	130	0	0	0	\$ -	\$ 55,000	\$ -	\$ 5,000	\$ 60,000	\$ 92,795,000													
15-90	096	3	Alameda De Las Pulgas Loop Improvements	0	0	0	160	1100	0	0	\$ 522,500	\$ 105,000	\$ 55,000	\$ 72,500	\$ 755,000	\$ 93,550,000													
20-03	n/a	1	Laxague Drive 18" CCP Abandonment	18	CC	1959	100	0	0	0	\$ 55,000	\$ 20,000	\$ 10,000	\$ 10,000	\$ 95,000	\$ 93,645,000													
20-04	94	2	Laurel Avenue Cross Country Abandonment	6	DIP	1979	120	0	0	0	\$ 50,000	\$ 20,000	\$ 5,000	\$ 10,000	\$ 85,000	\$ 93,730,000													
20-06	n/a	DW	Automated Chloramine Management Systems	0	0	0	0	0	0	0	\$ 400,000	\$ 100,000	\$ 40,000	\$ 55,000	\$ 595,000	\$ 94,325,000													
24-05	n/a	7	Marsten Avenue Improvements	8	AC	1962	115	0	8	0	\$ 94,000	\$ 32,000	\$ 10,000	\$ 14,000	\$ 150,000	\$ 94,475,000													
Material Totals								1600	39	6	subtotal (d) \$ 6,145,000																		
Total Combined (a+b+c+d) \$ 94,475,000																													

COST ASSUMPTIONS (2024)

Linear foot Cost for 8" DIP	\$ 475
Linear foot Cost for 10" DIP	\$ 525
Linear foot Cost for 12" DIP	\$ 575
Cost per Service	\$ 5,250
Cost per Hydrant	\$ 15,000

**Mid-Peninsula Water District
Capital Improvement Program Summary (FY 24/25 Update)**

Project Number	DSA	Zone	Project Name	Existing Pipe Information				Quantities			Construction	Planning, Design & CM	Construction Inspection	Contingency	2024 Dollars	Running Total	Ranking Score	Hydraulic Capacity	# Affected Hydrants	System Benefits	Location	Age	Material	No. of Leaks*	Static Pressure	No. of Services	Scheduled Paving
				Size (in)	Material	Age	Static PSI	LF	SRV	HYD																	
UNDER CONSTRUCTION																											
15-75a	080	1	Old County Road Improvements - Phase 1	6"-20"	AC/CIP/CC	1930, 40	125-130	3400	67	7	\$ 2,722,000	\$ 665,000	\$ 275,000	\$ 368,000	\$ 4,030,000	\$ 4,030,000											
15-79	084	1	F Street Improvements	6"/10"	PVC/CCP	1963, 2004	120-130	400	2	1	\$ 204,000	\$ 60,000	\$ 20,000	\$ 31,000	\$ 315,000	\$ 4,345,000											
15-82	n/a	1	Ralston Avenue Improvements	6"	CIP	1933	115-120	500	5	1	\$ 308,000	\$ 80,000	\$ 30,000	\$ 42,000	\$ 460,000	\$ 4,805,000											
Total \$															4,805,000												

COMPLETED																												
Project Number	DSA	Zone	Project Name	Existing Pipe Information				Quantities			Construction	Planning, Design & CM	Construction Inspection*	Contingency*	Actual Expenditures	Year Completed												
				Size	Material	Age	Static PSI	LF	SRV	HYD																		
15-22	025	3	Arthur Avenue Improvements	4"/6"	CIP	1956	105-145	880	15	2	\$ 575,587	\$ 121,318	\$ -	\$ -	\$ 696,905	2016												
15-23	n/a	3, 8	Dekoven and Hallmark Tanks Structural and Seismic Evaluation	n/a	n/a	n/a	n/a	n/a	n/a	n/a	\$ -	\$ 88,748	\$ -	\$ -	\$ 88,748	2016												
15-30	032	3	Alameda De Las Pulgas Improvements	6"/8"	CIP	1953, 1954	95-155	1460	32	4	\$ 655,765		\$ -	\$ -	\$ 655,765	2016												
15-31	033	3	Monserat Avenue Cross Country Abandonment	6"	CIP	1956	75-135	n/a	n/a	n/a	\$ 10,000		\$ -	\$ -	\$ 10,000	2017												
15-14	017	3	Mezes Avenue Improvements	4"	CIP	1960	105-110	310	10	1	\$ 235,267	\$ 56,154	\$ -	\$ -	\$ 291,421	2018												
15-43	044	2	North Road Cross Country / Davey Glen Improvements	6"/8"	CIP	1960, 1961	75-135	1400	17	5	\$ 702,426	\$ 336,238	\$ -	\$ -	\$ 1,038,664	2018												
15-44	045	2	South Road Abandonment	4"	CIP	1940, 1944	50-55	0	19	3	\$ 368,307	\$ 97,549	\$ -	\$ -	\$ 465,856	2018												
15-51	055	1	Francis Avenue/Court Improvements	4"	CIP/PVC	1946, 75, 76	115-130	830	23	2	\$ 347,483	\$ 166,334	\$ -	\$ -	\$ 513,817	2018												
15-53	057, 058	2	Academy Avenue / Belburn Drive Improvements	4"	PVC	1970	105-130	300	25	0	\$ 220,300	\$ 105,454	\$ -	\$ -	\$ 325,754	2018												
15-65	n/a	2	Folger Drive Improvements	6"	CIP	1935, 1959	65-100	830	12	3	\$ 496,464	\$ 109,301	\$ -	\$ -	\$ 605,765	2018												
15-73	078	1	Karen Road Improvements	8"/12"	AC/CIP	1952, 1957	130-135	800	9	2	\$ 450,536	\$ 104,696	\$ -	\$ -	\$ 555,232	2018												
15-74	079	2	Malcolm Avenue Improvements	n/a	n/a	n/a	n/a	550	2	0	\$ 195,027		\$ -	\$ -	\$ 195,027	2019												
15-87	n/a	1	Hillcrest Pressure Regulating Station	n/a	n/a	n/a	n/a	n/a	n/a	n/a	\$ 630,520	\$ 222,803	\$ -	\$ -	\$ 853,323	2019												
15-06	n/a	5	Zone 5 Fire Hydrant Upgrades	n/a	n/a	n/a	n/a	0	0	7	\$ 32,596	\$ 7,379	\$ -	\$ -	\$ 39,975	2020												
15-10	013	3	Notre Dame Avenue Loop Closure	4"/6"	CIP/PVC	1954, 82	120-175	2230	29	3	\$ 1,216,051	\$ 15,296	\$ -	\$ -	\$ 1,231,347	2020												
15-28	030	7	Tahoe Drive Area Improvements	4"	CIP	1956, 1957	65-85	900	28	4	\$ 707,558	\$ 160,174	\$ -	\$ -	\$ 867,732	2020												
15-38	040	8	Cliffside Court Improvements	4"	PVC	1976	185-190	0	16	0	\$ 125,077	\$ 28,315	\$ -	\$ -	\$ 153,392	2020												
15-49	053	2	Mid-Notre Dame Avenue Abandonment	6"	CIP	1935	55-70	0	10	0	\$ 67,568	\$ 274,363	\$ -	\$ -	\$ 341,931	2020												
15-60	065	2	Escondido Way Cross Country Abandonment	4	CIP	1941	125	0	0	0	\$ 6,500	\$ -	\$ -	\$ -	\$ 6,500	2021												
15-72a	077	1	SR 101 Crossing at PAMF Hospital - Phase 1	n/a	n/a	n/a	130-135	700	0	1	\$ 303,477	\$ 542,525	\$ -	\$ -	\$ 846,002	2021												
15-86	n/a	DW	Folger Pump Station Demolition	n/a	n/a	n/a	n/a	n/a	n/a	n/a	\$ 160,265		\$ -	\$ -	\$ 160,265	2022												
15-29	031	7	Belmont Canyon Road Improvements	4"/8"	CIP	1956	70-80	900	17	2	\$ 575,187	\$ 84,313	\$ -	\$ -	\$ 659,500	2023												
15-40	041	8	Hastings Drive Improvements	4"	CIP/PVC	1976	80-195	0	0	0	\$ 11,149	\$ 43,871	\$ -	\$ -	\$ 55,020	2023												
15-76	081	1	El Camino Real Improvements	8	CIP	1950, 71	120-130	4100	27	8	\$ 2,381,497	\$ 1,017,502	\$ -	\$ -	\$ 3,398,999	2023												
15-88	098	5	Vine Street (Zone 5) Improvements	6"	CIP	1958	125-145	1400	15	3	\$ 841,427	\$ 192,325	\$ -	\$ -	\$ 1,033,752	2023												
20-01	n/a	8	Hastings Drive Service Connection Replacements	n/a	n/a	n/a	105-190	n/a	119	n/a	\$ 778,486		\$ -	\$ -	\$ 778,486	2023												
20-08	n/a	DW	SCADA Improvements	n/a	n/a	n/a	n/a	n/a	n/a	n/a	\$ 240,030		\$ -	\$ -	\$ 240,030	2023												
20-07	n/a	1	Harbor Boulevard Water Main Replacement	12"	AC	1967	125-135	2100	45	7	\$ 2,079,315	\$ 502,702	\$ -	\$ -	\$ 2,582,017	2024												
Totals \$															14,413,865	\$ 4,277,360	\$ 18,691,225											

*Construction Inspection and Contingency included in Planning, Design & CM

SUPERSEDED																											
Project Number	DSA	Zone	Project Name	Existing Pipe Information				Quantities			Construction	Planning, Design & CM	Construction Inspection	Contingency	2020 Dollars												
				Size	Material	Age	Static PSI	LF	SRV	HYD																	
20-02	n/a	8	Hallmark Tanks Structural Retrofit / Recoat - See CIP 24-09	n/a	n/a	n/a	n/a	0	0	0	\$ 2,600,000	\$ 390,000	\$ 260,000	\$ 325,000	\$ 3,575,000												



AGENDA ITEM NO. 7.C.

DATE: April 23, 2026
TO: Board of Directors
FROM: Sarah Scheidt, Operations Manager
Kat Wuelfing, General Manager

SUBJECT: Consider Resolution 2026-11 Authorizing Award of Construction Contract to W.E. Lyons Construction Co. for the Folger Drive Emergency Operations Center Project (CIP 24-07) in the Amount of \$4,990,000 Plus a 10% Contingency of \$499,000 for a Total Amount of \$5,489,000

RECOMMENDATION

Consider approval of Resolution 2026-11 in the context of the entire CIP program.

FISCAL IMPACT

Project Costs

24/25 CIP Budget estimate (construction only):	\$ 4,590,000
March 2025 TBD Original Cost Estimate (construction only):	\$ 4,406,679
July 2025 OCMI Cost Estimate (construction only):	\$ 4,700,000
FY 25/26 Project Budget approved	\$ 5,340,000
Design, CM/CI, and other soft Costs (Noll & Tam, OCMI, misc.)	\$ 1,388,046
Selected Contractor Proposed Cost	\$ 4,990,000
10% Contingency	\$ 499,000
Total Construction Contract cost	\$ 5,489,000
Mid-Year Budget Adjustment Project Budget:	\$ 5,600,000
Estimated Total Project Expenses through completion FY 27: ¹	\$ 6,877,000

This project is funded from 2025 Certificates of Participation (COP). The overall impacts to the CIP program from approving this contract were discussed in detail in the previous agenda item 7B. Project costs are discussed in more detail below.

¹ Includes proposed construction cost / contingency cost, and soft costs previously expended or approved such as design, inspections, cost estimates, geotechnical, hazardous materials, PG&E permits, etc.

BACKGROUND

The District solicited proposals from general contractor firms for the construction of the Folger Drive EOC Project CIP 24-07. The project including all plans and specifications was posted on the District's electronic planroom hosted by BPX Printing & Graphics (<https://www.midpeninsulawaterplanroom.com/projects/2101/details/folger-drive-emergency-operations-center-project-cip-24-07>). Through the planroom, the project documents were distributed to nine builders' exchanges. This link was also provided to the Board when the project was bid, and the Board has had an opportunity to review the project plans and specifications. A mandatory site walk was held on January 13, 2026, and 34 contractor/subcontractor firms attended. Proposals were due on February 24, 2026, and five proposals were received as part of this process.

DISCUSSION

The selection for this project was performed on a best value basis. The selection committee reviewed the submitted proposals and provided information, conducted reference checks, and interviewed with the two highest ranked firms based on this process. The selection committee for this process included the District General Manager, Operations Manager, District Engineer, project architect, and project construction manager.

As described in Section G3.01A of the Contract/General Requirements Document, the best value scoring criteria and weighing used to determine the scores were:

- Cost Proposal – 45%
- Proposer Qualification – Relevant Project Experience – 15%
- Proposer Qualification – Key Ream Members and Experience – 10%
- Project Understanding – 7.5%
- Project Delivery Approach: Schedule – 5%
- Project Delivery Approach: Methods and Services – 5%
- Safety Experience – 5%
- Financial & Legal Disclosures – 7.5%

The bidders are listed below in descending order of the final combined scores of the 5 reviewers on the selection committee.

	Proposers	Total Proposal Price	Combined Weighted Score
1	W.E. Lyons Construction Co.	\$ 4,990,000	423
2	CWS Construction Group	\$ 4,675,000	411
3	Gonsalves and Stronck Construction Company	\$ 5,270,000	351
4	D.L. Falk Construction	\$ 4,794,000	332
5	The Whiting-Turner Contracting Company	\$ 6,250,000	173
	Architect's Opinion of Probable Cost	\$ 4,700,000	

W.E. Lyons Construction Co. (Lyons) stood out for a number of reasons. Some of those highlights include:

- Indicated a lower percentage, on average, of non-owner requested change order costs, typically in the 2% range, and a high level of cost consciousness throughout project to stay on budget.
- Provided ideas for value engineering including an alternative option for the pre-fabricated metal building, which could be a cost and schedule benefit to explore further.
- All of the key team members participated in the interview including the site superintendent. The team demonstrated a cohesiveness and commitment to consistent engagement with partners and project neighbors. Lyons recently won two awards for partnering for a project in San Francisco.
- The site superintendent gave a significant focus on personal neighbor engagement and outreach throughout the project.
- Participate in rigorous subconsultant management and buy-in strategies including a “Push-Pull” all-hands meeting for subcontractor coordination, planning, and work sequencing; consistent site-supervision; and safety program implementation.
- Experience on ground-up and seismic retrofit projects for public agencies including the City and County of San Francisco Public Works Department and Santa Clara County Fire Department.
- Provided detailed processes and procedures for managing and staying on schedule including use of Procore and P6, getting ahead of the curve for procurement and potential long lead time items.

In summary, based on the results of the review process, the proposal by W.E. Lyons Construction Co. represents the best value to the District, and the selection committee recommends that the Board of Directors authorize the contract award to W.E. Lyons Construction Co. in the amount of \$4,990,000 with a contingency of \$499,000. A Notice of Intent to Award was sent to the five proposers on March 16, 2026, and is attached to this report. The Notice stated that pursuant to General Provision G3.08, any protest of the staff recommendation for award of contract must be submitted within three days (by Thursday, March 19, 2026, at 12:00 pm, noon). No protests were received.

Project Costs

Costs for the Folger Drive EOC project have increased due to several reasons including:

- Increased costs related to the economy,
- Scope increases to meet City-requirements:
 - stair lift and associated alterations to the exterior stair enclosure
 - new bioretention area with retaining walls
 - new "safe-dispersal" area with fire-rated wall
 - new ramp, fencing, gate
 - reconfigured accessible parking and pathway to second level
 - new exit door from second floor to new ramp
 - new fire rated floor assembly to protect residential bunk room
 - new sidewalk along Folger
 - new concrete pathways to areas of refuge and chair lift
- Increased soft costs, not fully captured in previous budgeting.

Alternatives Considered by Staff

- **Award Folger Contract**
 - The four projects identified for COP funds are the highest priority and most critical for the District. As costs are refined for other projects, we may exceed the total available COP funds and will have to borrow from “Pay-Go” projects by funding with reserves. This would result in some of our main water projects being pushed

into the future. These scenarios were discussed in detail in the previous agenda item 7.A.

- Staff will continue to pursue alternative funding sources for projects, which if successful would offset some of the costs of other projects.
- **Don't Award Folger EOC Construction Contract**
 - Keep Folger Drive as-is for now. Operations could move to the Folger site as-is, using the existing garage bays as shop space during Dairy Lane construction.
 - Seismic deficiencies would not be addressed in the building for the time-being. COP funds would be reserved for the other 3 priority projects, and Folger Drive could be completed later with remaining funds or alternative funding sources. The Board previously directed staff to complete Folger Drive before Dairy Lane to maintain continuity of operations in the event that Dairy Lane becomes inaccessible.
- **Likely Not Feasible: Construct Part of Folger EOC Project**
 - A) *Upgrade office building without constructing shop building:* Completing upgrades to the existing building would remove its ability to be used as shop space while Dairy Lane is being worked on. Therefore, completing the office building but not doing the new shop building is infeasible to support the Dairy Lane construction.
 - B) *Construct shop building but don't update office building:* The City would require us to do many of the site improvements if we touch the site at all – so a smaller-scale project is still substantial. Leasing an alternative property to support operations through Dairy Lane construction would likely be more feasible/cost-effective than phasing the Folger project to construct the shop building.

The Board is asked to consider the attached Resolution 2026-11 in context with the information about the District's Capital Improvement Program provided under item 7B.

Additionally, Resolution 2026-11 includes reference to Government Code 830.6, and presumes that Resolution 2026-10 (discussed under item 7A) has been approved by the Board.

Attachments: Resolution 2026-11
 Form of Contract for Construction for CIP 24-07
 Notice of Intent to Award Letter dated March 16, 2026

RESOLUTION 2026-11

Authorizing Award of Construction Contract to W.E. Lyons Construction Co. for the Folger Drive Emergency Operations Center Project (CIP 24-07) in the Amount of \$4,990,000 Plus a 10% Contingency of \$499,000 for a Total Amount of \$5,489,000

* * *

MID-PENINSULA WATER DISTRICT

WHEREAS, the District solicited proposals from general contractor firms for the construction of the Folger Drive EOC (CIP #24-07); and

WHEREAS, in response to the District's solicitation, five (5) construction firms submitted proposals; and

WHEREAS, based on review of these proposals by the selection committee, the committee recommends that a contract be awarded to W.E. LYONS CONSTRUCTION CO. of Walnut Creek, CA, whose proposal meets all the requirements of the specification documents and has been determined to be the best value to the District.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Mid-Peninsula Water District hereby:

1. Approve the final plans and specifications for the project prepared by Noll & Tam Architects and O'Connor Construction Management, Inc. (OCMI, Inc.) and find that the plans and specifications are reasonable and appropriate for purposes of Government Code section 830.6;
2. Awards a contract for construction of the Folger Drive EOC (CIP #24-07), to W.E. LYONS CONSTRUCTION CO., in the amount of \$4,990,000;
3. Authorizes a 10% project contingency in the amount of \$499,000 for a total project budget of \$5,489,000; and
3. Authorizes the General Manager to execute a contract on behalf of the District with W.E. LYONS CONSTRUCTION CO., in full conformity with the terms and conditions of this Resolution, the bid and the specification documents.

REGULARLY PASSED AND ADOPTED this 23rd day of April 2026 by the following vote.

AYES:

NOES:

ABSTENTIONS:

ABSENCES:

Board President

ATTEST:

District Secretary

III. CONTRACT AGREEMENT

III. CONTRACT

THIS CONTRACT is made and entered into as of this _____ day of _____, 202__, by and between the MID-PENINSULA WATER DISTRICT, hereinafter called the "District" and _____, hereinafter called the "Contractor".

THE PARTIES AGREE AS FOLLOWS:

1. **SCOPE OF WORK.** The Contractor shall perform all the work and furnish all the labor, materials (except those described in the Contract Documents to be furnished by the District), tools, equipment, machinery, services, transportation, incidentals and appurtenances required to complete the construction and installation of the Folger Drive Emergency Operations Center Project all in full compliance with the Contract Documents referred to herein.

2. **BEGINNING OF WORK AND CONTRACT TIME OF COMPLETION.** After the Contract has been executed by the District, the Contractor shall begin work within 15 days after the effective date of the Notice to Proceed issued by District and shall diligently prosecute all of the work to completion within 315 calendar days from the effective date of the Notice to Proceed. If the Contractor fails to complete the work within the time limit set forth herein, or as it may be modified as provided in the Contract Documents, liquidated damages shall be paid to the District in the amount of one thousand seven hundred dollars (\$1,700) per calendar day, as provided in the Contract Documents.

3. **CONTRACT PRICE.** In consideration of the performance of the work as set forth in the Contract Documents, the District agrees to pay to the Contractor the amount set forth in the Contractor's Proposal dated _____, as it may be hereafter adjusted in accordance with the Contract Documents, and to make such payments in the manner and at the times provided in the Contract Documents. The Contractor agrees to complete the work within the time specified herein and to accept as full payment the amounts provided for herein.

4. **COMPONENTS OF CONTRACT.** This Contract shall consist of the following documents each of which is on file in the office of the District and all of which are hereby referred to and by this reference made a part hereof as fully and completely as if they were fully set forth herein:

- a) This Contract
- b) Notice to Contractors

III. CONTRACT AGREEMENT

- c) Contractor's Signed Proposal
- d) General Conditions
- e) Special Provisions (including permits)
- f) Technical Specifications
- g) District Standard Specifications and Drawings (obtain separately from District office or online at <https://www.midpeninsulawater.org/standardspecs>)
- h) Contract Drawings
- i) Addenda No. _____ to _____, inclusive

The Contract will also include Contract Change Orders, if any, issued by the District as provided in the Contract Documents. The Contract represents the entire integrated agreement between the parties hereto and supersedes prior negotiations, agreements or representations, whether written or oral, except representations contained in the Contractor's Statement of Qualifications submitted prior to the award of Contract, if one was required. In the event of a conflict or inconsistency between Contractor's Proposal and this Contract, this Contract shall prevail.

5. **WORKERS' COMPENSATION CERTIFICATION.** By its signature hereunder, the Contractor certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the work of this Contract.

6. **NOTICES.** Any notices required or permitted under this Contract may be given by personal delivery to an authorized representative of the recipient or by certified or registered United States mail. In the case of the Contractor, notices shall be addressed to the business address specified in its Proposal. In the case of the District, notices shall be addressed to:

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

A copy of any notices to the District shall also be concurrently mailed or delivered personally to the Construction Manager.

Notice shall be presumed to be received three (3) business days after deposit in the mail, postage prepaid, or upon the date of delivery, if personally given.



III. CONTRACT AGREEMENT

7. **GOVERNING LAW.** This Contract is executed and shall be performed in San Mateo County, California. It shall be governed by and construed in accordance with the laws of the State of California.

8. **RECORDS.** Owner representatives shall have the right to review and inspect any records of the Contractor related to this Contract during normal business hours at the location where such records are maintained.

9. **LEGAL ACTIONS, AGENT FOR SERVICE OF PROCESS.** Any action relating to this Contract, including all disputes between the parties, shall be instituted and prosecuted in a court of competent jurisdiction in San Mateo County in the State of California.

Each party hereby appoints the individual listed opposite its name to act as its initial agent for service of process relating to any such action.

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

CONTRACTOR: _____

IN WITNESS WHEREOF, the parties hereto have signed this Contract as of the day and year first above written.

MID-PENINSULA WATER DISTRICT:

BY: _____
General Manager

ATTEST: _____
District Secretary



III. CONTRACT AGREEMENT

APPROVED AS TO FORM:

Attorney for the District

CONTRACTOR:

Name Under Which Business is Conducted

BY:

Name: _____
Title: _____
(President or Vice President)

ATTEST: _____

Name: _____
Title: _____
(Secretary or Assistant Secretary)

California Contractor License No.: _____

Business Address:

Note: Format for Contract execution by Contractor will be adapted for a sole owner, partnership, corporation, LLC or joint venture, as appropriate.



III. CONTRACT AGREEMENT

1. PAYMENT BOND

BOND NO. _____
AMOUNT: \$ _____

KNOW ALL PERSONS BY THESE PRESENTS, that _____ called the PRINCIPAL, and _____ a corporation duly organized under the laws of the State of _____, having its principal place of business at _____ in the State of _____, and authorized to do business in the State of California, hereinafter called the SURETY, are held and firmly bound unto the Mid-Peninsula Water District (District), hereinafter called the OBLIGEE, or order in the sum of _____ (\$ _____) lawful money of the United States, for the payment of which, well and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT:

WHEREAS, the PRINCIPAL has entered into a Contract with the OBLIGEE for construction of **the Folger Drive Emergency Operations Center Project** and said PRINCIPAL is required under the terms of said Contract to furnish a bond securing payment of claims to which reference is made in Section 9559 of the Civil Code.

NOW, THEREFORE, if said PRINCIPAL or any of its subcontractors fails to pay any of the persons named in Section 9100 of the Civil Code, or amounts due under the Unemployment Insurance Code with respect to work or labor performed under the Contract, or any amounts required to be deducted, withheld and paid over to the Employment Development Department from the wages of employees of the Contractor and his subcontractors pursuant to Section 13020 of the Unemployment Insurance Code with respect to such work and labor, the SURETY, will pay for the same, in an amount not exceeding the sum specified in this bond, and also will pay, in case suit is brought upon this bond, a reasonable attorney's fee, to be fixed by the court.

This bond will insure to the benefit of any of the persons named in Section 9100 of the Civil Code so as to give a right of action to such persons or their assigns in any suit brought upon this bond.

This bond is given to comply with Sections 9550 and 9554 of the Civil Code. The liability of the PRINCIPAL and SURETY hereunder is governed by the provisions of said Code, all acts amendatory thereof, and all other statutes referred to therein.

SURETY, for value received, hereby agrees that no change, extension of time, alteration or addition to the terms of the Contract or to the work to be performed thereunder or to the Contract Documents accompanying the same shall in any way affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract or to the work or to the other portions of the Contract Documents.

IN WITNESS WHEREOF the above-bounded parties have executed this instrument this _____



III. CONTRACT AGREEMENT

_____ day of _____, 202____, the name and corporate seal of each corporate party being hereto affixed and these presents duly signed by its undersigned representatives, pursuant to authority of its governing body.

IT IS SO AGREED:

PRINCIPAL

SURETY

By: _____

By: _____

_____ [Name]

_____ [Name]

_____ [Title]

_____ [Title]

STATE OF CALIFORNIA
CITY AND COUNTY OF _____

)
) ss.
)

On _____, 20__ before me, _____, Notary Public, personally appeared _____, personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

Witness my hand and official seal.

Notary Public

STATE OF CALIFORNIA)
) ss.
CITY AND COUNTY OF _____)

On _____, 20__ before me, _____, Notary Public, personally appeared _____, personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

Witness my hand and official seal.



III. CONTRACT AGREEMENT

Notary Public

TO BE CONSIDERED COMPLETE, BOTH THE PROPOSER AND AN ADMITTED SURETY INSURER AUTHORIZED BY THE CALIFORNIA INSURANCE COMMISSIONER TO TRANSACT SURETY BUSINESS IN THE STATE OF CALIFORNIA MUST SIGN THIS PERFORMANCE BOND. IN ADDITION, BOTH THE PRINCIPAL'S AND THE SURETY'S SIGNATURES MUST BE NOTARIZED AND A COPY OF THE SURETY'S POWER OF ATTORNEY MUST BE ATTACHED.

III. CONTRACT AGREEMENT

2. PERFORMANCE BOND

KNOW ALL PERSONS BY THESE PRESENTS, that

WHEREAS THE MID-PENINSULA WATER DISTRICT (hereinafter referred to as "District") has entered into a Contract with (hereinafter referred to as "Principal") for construction of **the Folger Drive Emergency Operations Center Project**, the "Contract"); and

WHEREAS said Principal is required under the terms of said Contract to furnish a bond of faithful performance of said Contract,

NOW, THEREFORE, we, the undersigned Principal, and _____, as Surety, are held and firmly bound unto the District, in the sum of _____ Dollars (\$ _____) lawful money of the United States, to be paid to the District or its successors and assigns; for which payment, we bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that if the above-bound Principal, or its heirs, executors, administrators, successors, or assigns approved by the District, shall promptly and faithfully perform the covenants, conditions and agreements in the Contract during the original term and any extensions thereof as may be granted by the District, with or without notice to Surety, and during the period of any guarantees or warranties required under the Contract, and shall also promptly and faithfully perform all the covenants, conditions, and agreements of any alteration of the Contract made as therein provided, notice of which alterations to Surety being hereby waived, on Principal's part to be kept and performed at the time and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify, defend, protect, and hold harmless the District as stipulated in the Contract, then this obligation shall become and be null and void; otherwise it shall be and remain in full force and effect.

No extension of time, change, alteration, modification, or addition to the Contract, or of the work required thereunder, shall release or exonerate Surety on this bond or in any way affect the obligation of this bond; and Surety does hereby waive notice of any such extension of time, change, alteration, modification, or addition.

Whenever Principal shall be declared by the District to be in default under the Contract, Surety shall promptly remedy the default, or shall promptly do one of the following at the District's election:

1. Undertake through its agents or independent Contractors, reasonably acceptable to the District, to complete the Contract in accordance with its terms and conditions and to pay and perform all obligations of Principal under the Contract, including without limitation, all obligations with respect to warranties, guarantees, and the payment of liquidated damages.
2. Reimburse the District for all costs the District incurs in completing the Contract, and in correcting, repairing or replacing any defects in materials or workmanship and/or materials and workmanship which do not conform to the specifications in the Contract.

Surety's obligations hereunder are independent of the obligations of any other surety for the performance of the Contract, and suit may be brought against Surety and such other sureties, jointly and severally, or against any one or more of them, or against less than all of them without impairing the District's rights against the others.



III. CONTRACT AGREEMENT

No right of action shall accrue on this bond to or for the use of any person or corporation other than the District or its successors or assigns.

In the event suit is brought upon this bond by the District, Surety shall pay reasonable attorney's fees and costs incurred by the District in such suit.

IN WITNESS WHEREOF, the above-bound parties have executed this instrument under their seals this ___day of _____, 20_____, the name and corporate seal of each corporate party being hereto affixed and these presents duly executed by its undersigned representative, pursuant to authority of its governing body.

(Principal)

By _____

*Note:
To be executed by Principal
and Surety with acknowledgment and
notarial seal attached.*

By _____

(Surety)

Address)

By _____

By _____



March 16, 2026

Board of Directors
Mid-Peninsula Water District
1075 Old County Road, Ste A
Belmont, CA 94002

**Subject: Notice of Intent to Award:
Folger Drive Emergency Operations Center Project (CIP 24-07)**

Dear Board Members,

The Mid-Peninsula Water District (District) solicited proposals from general contractor firms for the construction of the Folger Drive Emergency Operations Center Project (CIP 24-07). Proposals were due on February 24th, 2026, and five proposals were received as part of this process. As described in detail in the contract proposal documents, the selection for this project was performed on a best value basis. The selection committee reviewed the submitted proposals and provided information, and conducted an interview with the two highest ranked firms based on this process. As described in Section G3.01A of the Contract/General Requirements Document, the best value scoring criteria and weighting used to determine the scores were:

- Cost Proposal – 45%
- Proposer Qualification – Relevant Project Experience – 15%
- Proposer Qualification – Key Team Members and Experience – 10%
- Project Understanding – 7.5%
- Project Delivery Approach: Schedule – 5%
- Project Delivery Approach: Methods and Services – 5%
- Safety Experience – 5%
- Financial & Legal Disclosures – 7.5%

The selection committee for this process included the District General Manager, Operations Manager, District Engineer, project architect, and project construction manager.

The bidders are listed below in descending order of the final combined scores of the 5 reviewers on the selection committee.



	Proposers	Total Proposal Price	Combined Weighted Score
1	W.E. Lyons Construction Co.	\$ 4,990,000	423
2	CWS Construction Group	\$ 4,675,000	411
3	Gonsalves and Stronck Construction Company	\$ 5,270,000	351
4	D.L. Falk Construction	\$ 4,794,000	332
5	The Whiting-Turner Contracting Company	\$ 6,250,000	173
	Architect's Opinion of Probable Cost	\$ 4,700,000	

Based on the results of the review process, the proposal by W.E. Lyons Construction Co. represents the best value to the District, and the selection committee recommends that the Board of Directors authorize the contract award to W.E. Lyons Construction Co. in the amount of \$4,990,000.

Very truly yours,

Kat Wuelfing
General Manager

Sarah Scheidt
Operations Manager

Note to Contractors:

This recommendation will be presented to the Board of Directors at the MPWD Board Meeting held on Thursday, March 26, 2026.

Pursuant to General Provision G3.08, any protest of the staff recommendation for award of contract must be submitted within three days of your receipt of this letter (by Thursday, March 19, 2026 at 12:00 pm, noon).

cc: Tom Beil, Noll & Tam Architects, via email tom.beil@nollandtam.com
John Olsson, O'Connor Construction Management, Inc., via email jolsson@ocmi.com
Joubin Pakpour, Pakpour Consulting Group, via email JPakpour@pcgengr.com
Michael Anderson, Mid-Peninsula Water District, via email MikeA@midpeninsulawater.org
Julie Sherman, Hanson Bridgett, via email JSherman@hansonbridgett.com
Vinson Heine, W.E. Lyons Construction Co., via email vheine@welyons.com
Charlie Slack Jr., CWS Construction Group Inc., via email charliejr@cwsconstructiongroup.com
Keith Gonsalves, Gonsalves and Stronck Construction Company, via email kgonsalves@gsc-construction.com
Huan D Truong, D.L. Falk Construction, Inc., via email htruong@dlfalk.com
Emily Kriz, The Whiting-Turner Contracting Company, via email Emily.Kriz@whiting-turner.com



AGENDA ITEM NO. 7.D.

DATE: April 23, 2026
TO: Board of Directors
FROM: Sarah Scheidt, Operations Manager
Kathryn Wuelfing, General Manager

SUBJECT: Consider Resolution No. 2026-12 Approving a \$202,670 Increase to the Contingency on the Previously Awarded Construction Contract to Euro Style Management for Construction of the West Belmont (N), Exbourne (W) Water Tank Improvements (CIP #24-08 & 24-10), from \$83,770 to \$286,440, and Increasing the Total Contract Cost from \$921,470 to \$1,124,140

RECOMMENDATION:

Approve Resolution 2026-12.

FISCAL IMPACT:

Staff recommends increasing the construction contract contingency for the West Belmont (N) and Exbourne (W) Water Tank Improvements (CIP #24-08 & 24-10) by \$202,670. This adjustment raises the project contingency from \$83,770 to \$286,440. Consequently, the total construction contract cost will increase from \$921,470 to \$1,124,140. This additional contingency will be funded through the District's Capital Reserve Fund ("pay-go"). This change accounts for the known scope increase related to rafter replacement on the Exbourne tank, and leaves additional contingency for other potential issues that could be encountered.

BACKGROUND:

On January 22, 2026, the Board awarded the construction contract for this project to Euro Style Management for \$837,700 with an initial 10% contingency. Euro Style Management was selected as the lowest responsible bidder following a competitive process involving six contractors. The project includes relining the interior and spot repair / overcoating the exterior of the 1-million-gallon Exbourne (W) tank, as well as spot repair / overcoating the exterior of the 0.75-million-gallon West Belmont (N) tank. The scope also encompasses miscellaneous appurtenance upgrades, such as ladders, safety gates, and ventilation blowers. On February 26, 2026, the Board authorized a \$204,000 Task Order 26-12 with

Pakpour Consulting Group, Inc. for construction management and inspection services. Additionally, project design costs totaling \$188,030 have been previously approved.

DISCUSSION:

A full summary memo is currently being prepared by the District Engineer and will be presented at the Board meeting. A brief summary of the issue is presented below.

Work began in March 2026 with the sand-blasting of the Exbourne (W) tank interior to remove old coating. This process revealed significant corrosion on all 33 steel rafters, including two that are currently buckling, as well as damage to the center column. More than 50% of each rafter requires extensive structural remediation, as seen in the example photos below.



The District Engineer and structural design consultants prepared plans and specifications for the repair and evaluated two proposals submitted by Euro Style Management:

Option 1: Structural Repair (\$171,500)

- Requires 40 additional working days to complete.
- Adds significant weight to the tank structure through reinforcing steel.
- Requires extensive inspection.

Option 2: Full Rafter Replacement (\$202,670)

- Requires only 25 additional working days.
- Results in a newer, lighter structure.

The issues While the replacement Option 2 is \$31,170 higher in construction costs, staff recommend the replacement option because it is 15 working days (3 weeks) faster than the repair option. This shorter timeline reduces the duration the tank is out of service and correlates to a cost savings for construction management. Additionally, the full replacement of rafters will require less extensive inspection, and result in savings in those costs which has not yet been quantified. Staff request that the Board approve an increase in the contingency to Euro Style Management’s construction contract by \$202,670, which increases the construction contingency to \$286,440 and the contract total to \$1,124,140.

Attachments: Resolution No. 2026-12
Euro Style Management Proposal – Rafter Replacement
PCG Memo (will be provided at the Board Meeting)

RESOLUTION NO. 2026-12

Approving a \$202,670 Increase to the Contingency on the Previously Awarded Construction Contract to Euro Style Management for Construction of the West Belmont (N), Exbourne (W) Water Tank Improvements (CIP #24-08 & 24-10), from \$83,770 to \$286,440, and Increasing the Contract Cost from \$921,470 to \$1,124,140.

* * *

MID-PENINSULA WATER DISTRICT

WHEREAS, on January 22, 2026, the Board of Directors awarded a construction contract to Euro Style Management in the amount of \$837,700, plus a 10% contingency of \$83,770, for a total budget of \$921,470 for the West Belmont (N) and Exbourne (W) Water Tank Improvements; and

WHEREAS, following the removal of the Exbourne (W) tank's interior coating in March 2026, severe corrosion was discovered on all 33 steel rafters and the center column, requiring immediate structural attention; and

WHEREAS, the District Engineer and structural design consultants evaluated two recovery options and determined that full rafter replacement is the most efficient course of action; and

WHEREAS, the replacement option is estimated to be completed 15 working days faster than the repair alternative, thereby reducing the duration the tank remains out of service and lowering the corresponding construction management and inspection costs relative to the repair alternative; and

WHEREAS, the proposed increase of \$202,670 to the project contingency will raise the total authorized construction budget to \$1,124,140, to be funded through the District's Capital Reserve Fund.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Mid-Peninsula Water District that:

1. The Board hereby approves an increase of \$202,670 to the construction contract contingency with Euro Style Management; and
2. The total construction contingency is hereby increased from \$83,770 to \$286,440, resulting in a revised total contract cost of \$1,124,140, and
3. The General Manager is authorized to utilize the District's Capital Reserve Fund ("pay-go") for this additional expenditure.

REGULARLY passed and adopted this 23rd day of April 2026.

AYES:

NOES:

ABSTENTIONS:

ABSENCES:

BOARD PRESIDENT

ATTEST:

DISTRICT SECRETARY

Euro Style Management

1401 Main Ave, Sacramento, CA 95838
Office: 916-331-4858, fax 916-880-5504
Email Address: support@esm.cc
CA License No. 841418 A, B, C-33,

Proposal

DATE: 03/31/2026
Attn: Brandon Laurie

PROJECT: WEST BELMONT (N), EXBOURNE (W) WATER TANK IMPROVEMENTS

Re: Exbourne Tank – Rafter Replacement

Summary:

Euro Style Management will provide all Labor, Materials, Equipment and Insurances in order to replace all 33 rafters and rafter bracing at the Exbourne Tank. Rafters will be replaced in 2 phases; every other rafter will be removed, and the top side of rafters and roof contact areas will be blasted and coated per specification standards.

Calculations:

Please see detailed breakdown of labor hours, equipment, and materials attached below.

Rough costs of work performed as follows:

Cost per rafter: \$5,650.00 @ 33 = \$186,450.00

Cost for diagonal cross-bracing: \$16,220.00

Cost Changes:

Euro Style management is requesting owner approval for a change-order in the amount of **\$202,670.00**

We are also requesting an additional 25 working days to Exbourne Tank's In-Service date for material procurement and extra work from time of Field Directive.

Thank you

Sincerely,
Euro Style Management
Alan Bugriyev
(916) 955-8681

ESTIMATE OF EXTRA WORK

DATE: Tuesday, March 31, 2026 Project Name : West Belmont and Exbourne Tank Improvements FIELD INSTRUCTION # _____
 WORK PERFORMED BY: Euro Style Management PC NUMBER _____
 DESCRIPTION OF WORK: Exbourne Tank -Rafter Replacement CONTRACT NO : _____
 REPORT NUMBER _____
 CONTRACTOR JOB NO _____
 CONTRACTOR REPORT NO _____

EQUIP. NO.	EQUIPMENT	HOURS	HOURLY RATE	EXTENDED AMOUNTS	P. R. NO.	LABOR DESCRIPTION	HOURS	HOURLY RATE	EXTENDED AMOUNTS
	Type / Model								\$ -
	Chevy 3500	160.0	\$ 39.56	\$ 6,329.60		Supervisor	REG. 160.00	\$ 90.00	\$ 14,400.00
	Dodge Ram 2500		\$ 37.61	\$ -		Journeyman (Iron-Worker)	REG. 160.00	\$ 90.98	\$ 14,556.80
	GMC 3500 Diesel		\$ 37.61	\$ -		Journeyman (Iron-Worker)	REG. 160.00	\$ 90.98	\$ 14,556.80
	Grader/Excavator		\$ 105.00	\$ -		Journeyman (Iron-Worker)	REG. 160.00	\$ 90.98	\$ 14,556.80
	Scissor Lift 20 ft		\$ 20.99	\$ -		Journeyman (Painter)	REG. 160.00	\$ 85.12	\$ 13,619.20
	Forklift 10000 lbs	160.0	\$ 79.02	\$ 12,643.20		Journeyman (Painter)	REG. 160.00	\$ 85.12	\$ 13,619.20
	Dust collector 24,000 cfm		\$ 148.04	\$ -		Journeyman (Painter)	REG. 160.00	\$ 85.12	\$ 13,619.20
	Air Dryer 1600 CFM		\$ 48.52	\$ -					\$ -
	Hurricane Vacuum		\$ 35.00	\$ -					\$ -
	Pot Blast 6 Ton		\$ 37.73	\$ -					\$ -
	Compressor 375 CFM		\$ 34.78	\$ -					\$ -
	Geniritor		\$ 28.35	\$ -					\$ -
	Millir 215 Nozzles\tips\gas	160.00	\$ 44.85	\$ 7,176.00					\$ -
TOTAL COST OF EQUIPMENT AND WORK				\$ 26,148.80					\$ -
MATERIAL AND/OR WORK DONE BY SPECIALISTS						SUB-TOTAL			\$ 98,928.00

DESCRIPTION	NO. UNIT	UNIT COST	TOTAL	Labor Expenses		
I beams / X Bracing Materials	33.0	\$ 750.00	\$ 24,750.00	Added Labor Surcharge 10%		
Scaffolding Adjustment	1.0	8,000.00	\$ 8,000.00	Subsistence		
		\$ -	\$ -	Travel Expense		
		\$ -	\$ -	\$ 125.00 Per-diem 0		
		\$ -	\$ -			
		\$ -	\$ -			
		\$ -	\$ -			
TOTAL COST OF LABOR				A	\$	108,820.80
TOTAL COST OF EQUIPMENT AND WORK				B	\$	26,148.80
TOTAL COST OF MATERIALS AND WORK				C	\$	32,750.00

+	24 % Labor Markup	(A)	\$ 26,116.99
+	15 % ON EQUIPMENT AND WORK COST	(B)	\$ 3,922.32
+	15 % ON MATERIAL AND WORK COST	(C)	\$ 4,912.50
+	0 % BONDS & INSURANCE	(D)	\$ -

CONTRACTOR'S REPRESENTATIVE
 Acceptance of Labor Hours, Equipment & Material Quantities By: _____
 PROJECT INSPECTOR _____ DATE _____

ACCEPTED FOR PAYMENT

RESIDENT ENGINEER

TOTAL THIS REPORT \$ **202,671.41**



**COMMERCIAL
SCAFFOLDING
of California
INCORPORATED**

1451 Loveridge Rd. Pittsburg, CA 94565
(OFF) 925-203-9006 • (Fax) 925-233-1412
CA. License # 835630 - DIR # 1000001499

Change Order Request
CSI Job # P1792
C.O. # 1

Euro Style Management
1401 Main Avenue
Sacramento Ca. 95838
Office: 916-331-4858
Fax: 916-880-5504

Jobsite information:
Exbourne Tank

Work performed or to be performed

Modify top deck for removal and reinstallation of roof support beams.
Total \$8,000.00

Albert Carrillo: *Albert Carrillo*

Dated: March 27, 2026

Commercial Scaffolding of California Incorporated is signatory to the United Brotherhood of Carpenters Unions.

To accept all terms and conditions please sign and date below, fax back to CSI and schedule job for erection.

Accepted By: _____ Date: _____

Printed Name: _____

Please fill out information that pertains to this project.

Client Job / PO#: _____

OCIP / CCIP / UCIP: Yes ___ No ___ Certified Payroll: Yes ___ No ___

Albert Carrillo Cell: 510-650-6926
albertc@csiscaffold.com
1451 Loveridge Rd. Pittsburg, Ca. 94565
O: 925-203-9006 F: 925-233-1412
CA. License # 835630 - DIR # 1000001499



AGENDA ITEM NO. 8.A.

DATE: April 23, 2026
TO: Board of Directors
FROM: Kat Wuelfing, General Manager

SUBJECT: Review Preliminary Fiscal Year 2026/2027 Operating and Capital Budgets and Cash Flow Analysis and Consider adopting Ordinance 133 Amending Attachment "A" Regarding Rates and Fees to the Water Service Ordinance No. 103

RECOMMENDATION

Adopt Ordinance No. 133.

FISCAL IMPACT

On March 27, 2026, San Francisco Public Utilities Commission (SFPUC) provided a letter stating that the wholesale water rate will increase by 7.4%, i.e., from \$5.80 per hundred cubic feet (CCF) to \$6.23/CCF, effective July 1, 2026. A hearing for this rate increase will be held by SFPUC on April 28, 2026. This increase is \$0.07/CCF less than the SFPUC rate included in our 2024 Five-Year Rate Study, which was based on prior SFPUC projections. Because of the direct pass-through mechanism included in our Proposition 218 process, this \$0.07/CCF savings compared to the prior projections will be passed on to MPWD customers.

Water rate adjustments are needed, effective July 1, 2026, to recover the increased cost of wholesale purchased water from the SFPUC and to support the District's revenue needs as outlined in the 2024 Rate Study and as presented in the analysis below.

BACKGROUND

The District completed a five-year rate study and accompanying Proposition 218 process in November 2024, which studied the rates needed to cost of service for the District through FY 2027/2028, and included a direct pass-through mechanism for wholesale customer cost increases from SFPUC. The full rate study and additional information about this process are available on the District's website here: <https://www.midpeninsulawater.org/articles/rate-change.php>

DISCUSSION

Based on the District's 2024 Five-Year Rate Study and the Proposition 218 process that concluded in November 2024, and with the SFPUC wholesale water rate to \$6. 23/CCF, the Board may elect to increase rates as of July 1, 2026 up to the amounts shown below.

Volumetric Water Rates

Tier Size	Current Rate	Proposed July 1, 2026 Rate	Increase from Current Rate	
Residential, Single- Family				
Tier 1 0-6 CCF	\$10.18	\$10.99	\$0.81	7.96%
Tier 2 7 to 14 CCF	\$15.23	\$16.44	\$1.21	7.94%
Tier 3 15+ CCF	\$20.00	\$21.59	\$1.59	7.95%
Non-Residential				
All Use	\$13.38	\$14.45	\$1.07	8.00%

Fixed Meter Service Charges

Meter Size	Current Monthly Rate	Proposed July 1, 2026 Rate	Increase from Current Rate	
5/8"	\$36.91	\$39.86	\$2.95	7.99%
1"	\$76.01	\$82.09	\$6.08	8.00%
1-1/2"	\$141.16	\$152.45	\$11.29	8.00%
2"	\$219.35	\$236.89	\$17.54	8.00%
3"	\$427.84	\$462.07	\$34.23	8.00%
4"	\$662.40	\$715.40	\$53.00	8.00%
6"	\$1,313.96	\$1,419.08	\$105.12	8.00%

Preliminary Operations Budget

Staff has prepared the preliminary FY 26/27 operating budget, provided as an attachment. This preliminary budget will be presented to the Finance Committee on April 21, 2026, where the committee will be able to ask detailed questions on the budget and budget development process. The preliminary operating budget will be further refined before the Board is asked to adopt it. The preliminary budget assumes that rates are adopted as above, and based on this, the budget estimates total revenue of approximately \$22,820,000 and total operating expenses of approximately \$19,540,000. Based on this, the District would generate approximately \$3,280,000 that would go towards District reserves, and would be available for use for capital improvement.

Preliminary Capital Budget

The preliminary capital budget for FY 26/27 is attached. This preliminary budget will be presented to the Finance Committee on April 21, 2026, where the committee will be able to ask detailed questions on the budget and budget development process. The preliminary capital budget will be further refined before the Board is asked to adopt it.

The capital budget format has been revised from previous versions for additional clarity and transparency. The budget now identifies the total project budget, expected expenditures through the end of FY 25/26, and the remaining project balance, as well as an estimate the FY expenditures are expected to occur with a 5-year look ahead. Cost estimate assumptions are also detailed in notes below the budget table, and projects and other capital expenditures are identified relative to their funding source – of Paygo (through reserves) or debt financing (through the 2025 Certificate of Participation funds).

Cash Flow Analysis

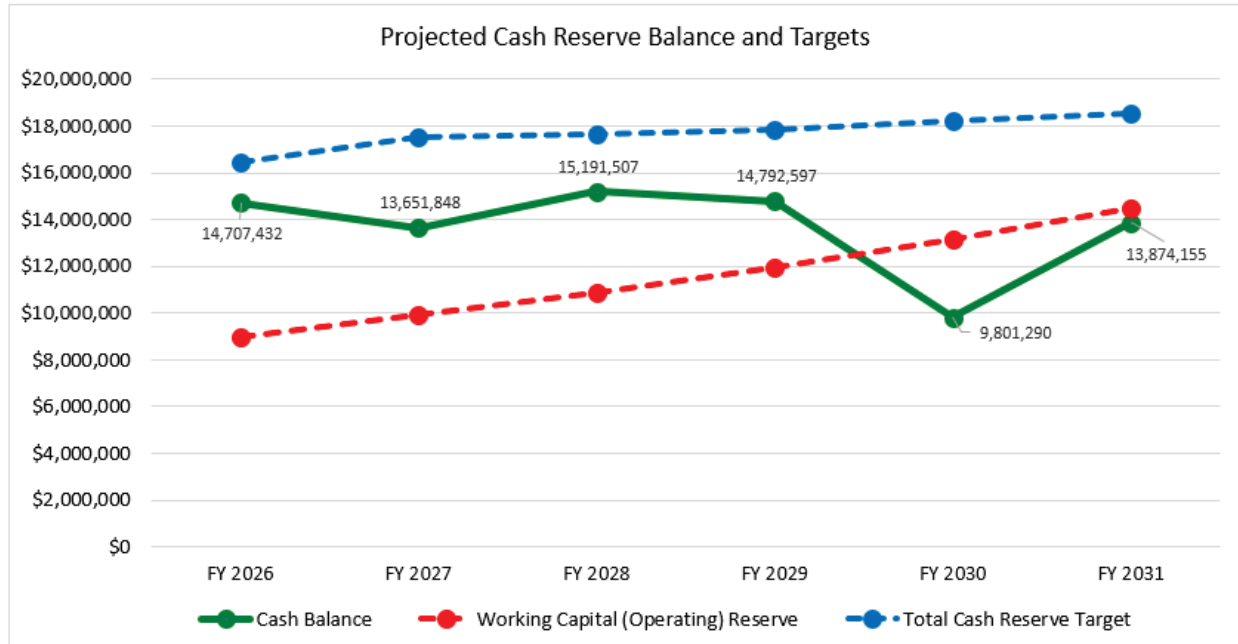
In order to understand the District's revenue needs, the cash flow model was updated. The following assumptions and metrics were updated in the model based on current information:

- Assumes the rate increase identified above is adopted for FY 26/27 and assumes future rate increases are consistent with the 2024 Rate Study;
- Assumes growth in annual operating budget are consistent with assumptions in the 2024 Rate Study;
- Incorporates the preliminary FY 26/27 operating budget;
- Incorporates the preliminary FY 26/27 capital budget, including projections through FY 30/31;
- Assumes no significant receipt of system capacity charge or water demand offset fee revenue;
- Assumes 4% annual cost escalation for capital projects;
- Incorporates actual 2025 debt issuance timing and payments; and
- It does **not** include the potential cost increase scenarios presented earlier in the meeting under item 7B.

The results of this modeling are presented below. The red dotted line represents the working capital or operating reserve target, and the blue dotted line represents the total of all Board-approved reserve targets.¹ The green line represents the estimated available cash.

This analysis shows that with the proposed rate increase, the District will be able to keep its cash reserves within the reserve target range and be able to fund expected operational needs and planned capital projects in the near term. This analysis also shows that the debt service ratio is expected to be above the 1.50 minimum required for the District's debt obligations.

¹ In 2024, the Board adopted a comprehensive Financial Management Plan in 2024 that identified and prioritized the reserves represented above. This included (1) a working capital reserve equal to 50% of annual fiscal year budgeted expenditures, (2) a capital reserve of \$8,000,000, and (3) a rate stabilization fund reserve equal to \$1,200,000 when bonds are outstanding.



	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
Operating - projected						
Beginning Balance	15,469,219	14,707,432	13,651,848	15,191,507	14,792,597	9,801,290
Ending Balance	14,707,432	13,651,848	15,191,507	14,792,597	9,801,290	13,874,155
Non-operating revenues	1,135,864	803,800	1,131,620	1,166,793	1,203,132	1,239,468
Operating revenues	18,348,960	21,004,400	22,611,019	24,793,764	25,939,671	26,878,664
Interest Income	865,111	1,009,600	635,089	657,457	551,766	541,141
Total inflows	20,349,935	22,817,800	24,377,729	26,618,014	27,694,569	28,659,273
Personnel Expenses	4,121,708	4,519,500	4,586,289	4,805,152	5,078,842	5,346,531
SFPUC Expenses	6,621,262	7,592,600	8,141,052	8,396,369	8,717,141	9,050,743
Outreach Education	94,143	92,000	90,177	92,882	95,668	98,538
OPS Systems	706,537	639,000	760,665	783,485	806,990	831,200
Facilities & Equipment	251,696	261,300	240,294	247,503	254,928	262,576
System Surveys	151,227	630,000	-	-	-	-
Administration & Equipment	570,427	592,500	822,220	684,398	704,930	726,078
Membership & Gov't Fees	527,643	482,682	424,728	437,470	450,594	464,112
Bad Debt & Claims	35	125	133	137	141	145
Utilities	641,811	643,500	658,197	680,923	704,435	728,761
Professional Services	764,082	1,089,500	1,037,204	1,068,320	1,100,369	1,133,380
Training & Travel	66,310	123,000	80,628	83,047	85,539	88,105
Debt Service	3,079,757	2,985,406	2,983,506	2,982,806	2,980,306	2,980,906
Capital Items - PAY GO	2,016,989	4,222,271	3,012,977	6,754,433	11,705,994	2,875,333
Total outflows	19,613,628	23,873,384	22,838,070	27,016,924	32,685,877	24,586,408
Debt Financing						
Beginning Balance	33,048,028	32,371,492	17,709,807	4,057,432	(0)	(0)
Ending Balance	32,371,492	17,709,807	4,057,432	(0)	(0)	(0)
Total inflows - interest earnings	1,689,146	469,686	68,677	-	-	-
Total Outflows - Capital Projects	2,365,682	15,131,371	13,721,052	4,057,432	-	-
Debt Service Ratio	1.89	2.06	2.53	3.13	3.25	3.33

It is noted that in this analysis, the District's reserves are projected to drop below the working capital reserve in FY 2030. This is related to the timing of the Hallmark Tank Replacement project, and assumes the full cost to replace both tanks of \$9,060,000 (with cost escalation). Without inclusion of this project, District reserves would be expected to exceed the total cash reserve target in FY 2030 and beyond. As will be discussed under item 7B, there are many cost uncertainties related to this and other capital projects, and options available to the District, including the timing and phasing of future projects.

Staff Recommendation

Based on the cashflow analysis, the near-term pay-go capital expenditures expected, the trends towards inflation we are seeing at a national level, and the significant uncertainties in capital project costs discussed under Item 7B in this agenda, staff's recommendation is to adopt the full rate increase identified above, which includes the adjustment for SFPUC rate savings. Ordinance No. 133 with Attachment A is attached reflecting the change to the water rate schedule, which passes through the increase in the SFPUC wholesale water rates, effective July 1, 2026 as well as an increase to meet the District's revenue needs.

A notice will be mailed to all customers to inform them of the water rate adjustment beginning on July 1, 2026. This notice will be mailed more than 30 days prior to the rate change. Given this requirement, it is advised that the Board adopt these rates at the April Board meeting, as adoption at the May 28th, 2026 Board Meeting would leave insufficient time to finalize, print, and mail the customer notices comfortably in advance of the 30-day requirement.

Attachment: Preliminary FY 2026/2027 Operating and Capital Budgets
Ordinance No. 133 with Attachment A

MID-PENINSULA WATER DISTRICT
MONTHLY BUDGET REPORT- OPERATIONS
PRELIMINARY DRAFT - 04.21.2026
SUMMARY PAGE

DESCRIPTION	APPROVED FY 2025-26 BUDGET \$	PRELIMINARY FY 2026-27 BUDGET	INCREASE / (DECREASE) FY 2025-26 TO FY 2026-27	% Change
OPERATING REVENUE				
WATER COMMODITY CHARGES	14,144,000	15,500,000	1,356,000	9.6%
FIXED SYSTEM CHARGES	4,848,000	5,270,000	422,000	8.7%
FIRE SERVICE CHARGES	18,000	18,000	-	0.0%
MISC CUSTOMER ACCOUNT FEES	146,420	126,400	(20,020)	-13.7%
SERVICE LINE & INSTALLATION CHARGES	100,000	80,000	(20,000)	-20.0%
MISCELLANEOUS OPERATING	20,000	10,000	(10,000)	-50.0%
TOTAL OPERATING REVENUE (SOURCES)	19,276,420	21,004,400	1,727,980	9.0%
WATER SYSTEM CAPACITY CHARGES	196,275	-	(196,275)	-100.0%
WATER DEMAND OFFSET CHARGES	-	-	-	0.0%
PROPERTY TAX REVENUE	609,000	621,000	12,000	2.0%
LEASE OF PHYSICAL PROPERTY	168,000	168,000	-	0.0%
MISCELLANEOUS NON-OPERATING	10,000	10,000	-	0.0%
INTEREST REVENUE - PARS	75,000	60,000	(15,000)	-20.0%
INTEREST REVENUE-LAIF	75,000	75,000	-	0.0%
INTEREST REVENUE-COP	724,000	469,600	(254,400)	-35.1%
INTEREST REVENUE-SWEEP	53,000	53,000	-	0.0%
INTEREST REVENUE-US TREASURIES	352,000	352,000	-	0.0%
LANDSCAPE PERMIT REVENUE	4,800	4,800	-	0.0%
TOTAL NON-OPERATING REVENUE (SOURCES)	2,267,075	1,813,400	(453,675)	-20.0%
TOTAL REVENUE (SOURCES)	21,543,495	22,817,800	1,274,305	5.9%
OPERATING EXPENDITURES (USES)				
SALARIES & WAGES	2,779,000	3,062,000	283,000	10.2%
PAYROLL TAXES & BENEFITS	1,176,550	1,457,500	280,950	23.9%
PURCHASED WATER	7,161,500	7,592,600	431,100	6.0%
OUTREACH & EDUCATION	85,000	92,000	7,000	8.2%
M&R - OPS SYSTEMS	727,000	639,000	(88,000)	-12.1%
M&R - FACILITIES & EQUIPMENT	226,500	292,000	65,500	28.9%
SYSTEM SURVEYS	500,000	630,000	130,000	26.0%
ADMINISTRATION & EQUIPMENT	775,021	862,500	87,479	11.3%
MEMBERSHIP & GOV FEES	482,682	468,557	(14,125)	-2.9%
BAD DEBT & CLAIMS	125	125	-	0.0%
UTILITIES	615,000	643,500	28,500	4.6%
PROFESSIONAL SERVICES	976,250	1,099,500	123,250	12.6%
TRAINING/TRAVEL & RECRUITMENT	76,000	123,000	47,000	61.8%
DEBT SERVICE	2,984,606	2,985,406	800	0.0%
TOTAL OPERATING EXPENSES (USES)	18,565,234	19,947,688	1,382,454	7.4%
NET SOURCES OVER/(UNDER) USES	2,978,261	2,870,112	(108,149)	-3.6%
TOTAL OPERATING EXPENSES	18,565,234	19,947,688	1,382,454	7.4%
TOTAL EXPENSES	18,565,234	19,947,688	1,382,454	7.4%
TRANSFER OUT TO CIP (OPS FUNDED)		(4,004,876)		
NET SURPLUS/(LOSS)	2,978,261	(1,134,764)	(108,149)	-138.1%
DEBT SERVICE COVERAGE	2.00	1.96		

*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.

**FY 26-27 Capital Budget and
Schedule of Cash Flow through FY 30-31**

Project No	Capital Projects Project Description	Project Budget	Projected Project Total FYE	Project Balance	Note	Cash Flow/Annual Budget					Funding FY 26-27		
						FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	PAYGO	DEBT FINANCING	
Capital Asset - Maintenance-Related Improvements													
--	Capital Equipment	200,000	-	200,000	(a)	-	-	100,000	-	100,000	-	-	
--	Medium EV Pickup	55,000	-	55,000	(b)	55,000	-	-	-	-	-	-	
--	Small EV Dump	150,000	-	150,000	(c)	-	150,000	-	-	-	-	-	
--	Small EV Vactor	700,000	-	700,000	(d)	-	-	-	700,000	-	-	-	
--	24" Main Air Valve Install	150,000	-	150,000	(e)	50,000	100,000	-	-	-	50,000	-	
--	Hersom Pump House Roof Repair	30,000	-	30,000	(f)	30,000	-	-	-	-	30,000	-	
--	Rebuild Pump #3 at Tunnels and Hannibal Pump	125,000	-	125,000	(g)	125,000	-	-	-	-	125,000	-	
--	Meter Replacement Program	1,418,666	-	1,418,666	(h)	30,000	217,667	405,333	390,333	375,333	30,000	-	
--	Cathodic Protection	550,000	50,000	500,000	(i)	100,000	100,000	100,000	100,000	100,000	100,000	-	
Subtotal Capital Assets		\$ 3,378,666	\$ 50,000	\$ 3,328,666		\$ 390,000	\$ 567,667	\$ 605,333	\$ 1,190,333	\$ 575,333	\$ 335,000	\$ -	
PAYGO-Funded Capital Projects													
15-09/ 15-19	Dekoven Tank Util/Lincoln/Newlands/Oak Knoll WMR	2,941,600	2,941,600	-	(j)	-	-	-	-	-	-	-	
24-08	Exbourne West Tank Recoating	1,377,070	977,070	400,000	(k)	400,000	-	-	-	-	400,000	-	
24-09	Hallmark Tanks Rebuild	9,060,000	40,000	9,020,000	(l)	875,000	-	1,629,000	6,516,000	-	875,000	-	
24-10	West Belmont North Tank Recoating	236,429	236,429	-	(m)	-	-	-	-	-	-	-	
15-68/ 15-48	Lower Notre Dame Ave/Willow Lane/Oak Knoll Cross Country WMI*	2,594,876	200,000	2,394,876	(n)	2,394,876	-	-	-	-	2,394,876	-	
15-24	San Juan Blvd. Improvements	3,155,000	-	3,155,000	(o)	-	1,893,000	1,262,000	-	-	-	-	
TBD	Twin Pines Main Replacement	2,500,000	-	2,500,000	(p)		<i>not yet programmed</i>					-	-
15-05/15-83	Intertie Rebuilds	1,295,000	-	1,295,000	(q)		<i>not yet programmed</i>					-	-
TBD	Annual Pipe Replacement Program	6,133,333	-	6,133,333	(r)	-	-	1,533,333	2,300,000	2,300,000	-	-	
TBD	Exbourne East and W. Belmont Second Tanks	1,300,000	-	1,300,000	(s)	-	-	325,000	975,000	-	-	-	
Subtotal PAYGO Projects		\$ 30,593,308	\$ 4,395,099	\$ 26,198,209		\$ 3,669,876	\$ 1,893,000	\$ 4,749,333	\$ 9,791,000	\$ 2,300,000	\$ 3,669,876	\$ -	
Debt-Funded Capital Projects													
20-09/ 20-10	Dairy Lane Operations Center Rehabilitation - Architect and Construction	15,662,234	640,000	15,022,234	(t)	660,000	11,489,787	2,872,447	-	-	-	660,000	
24-07	Folger Property Improvements	6,877,000	1,000,000	5,877,000	(u)	5,877,000	-	-	-	-	-	5,877,000	
15-89	Dekoven Tanks Replacement	7,590,000	354,137	7,235,863	(v)	4,775,670	2,460,193	-	-	-	-	4,775,670	
15-72b	SR 101 Crossing at PAMF Hospital - Phase 2 and 3	4,700,000	371,545	4,328,455	(w)	3,462,764	865,691	-	-	-	-	3,462,764	
--	Unallocated - Other Projects	-	-	393,847	(x)	-	-	-	393,847	-	-	-	
Subtotal Debt Financed Projects		\$ 34,829,234	\$ 2,365,682	\$ 32,857,399		\$ 14,775,434	\$ 14,815,672	\$ 2,872,447	\$ 393,847	\$ -	\$ -	\$ 14,775,434	
Total Capital Budget		\$ 68,801,208	\$ 6,810,781	\$ 62,384,274	(y)	\$ 18,835,310	\$ 17,276,339	\$ 8,227,113	\$ 11,375,180	\$ 2,875,333	\$ 4,004,876	\$ 14,775,434	

*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.

FY 26-27 Capital Budget and Schedule of Cash Flow through FY 30-31

Cost estimate notes

- (a) Reserved for other capital equipment to be determined
- (b) Replace 1999 F350 #2785 with a Medium Duty EV Pickup Silverado or equivalent.
- (c) Future purchase of all electric dump truck in FY28
- (d) Future all electric Vactor truck in FY30
- (e) Project start has been challenging due to SFPUC biological permitting concerns - continue to roll over
- (f) Initial estimate, currently working on getting costs from contractors
- (g) Estimates based on pump contractor FY26 estimate for rebuild/repair Tunnels #3 = 23K to remove inspect, repair 36K, install 25K =84K. Estimate 40K for Hannibal pump station.
- (h) Large Register replacement = 30K/year through 2029. Large Meter Replacement = 83K/year *12 years starting 2028. Small meter replacement = ~\$292K / year over 12 years starting 2028
- (i) Ongoing in-house work
- (j) Project budget based on hard costs beginning in FY2025 for construction, design, CM/CI.
- (k) Project budget based on project bid plus 10% contingency and PCG Design/CM/CI and an estimated \$300,000 increase for additional rafter repair work for Exbourne. Assumes \$400K for completion in FY27.
- (l) Project budget represents current engineers estimate to complete project including contingency and does not include approximately \$32K expenditures in FY25 for welding and testing.
- (m) Project budget based on project bid plus 10% contingency and PCG Design/CM/CI
- (n) Project budget based on current engineers estimate to complete project plus hard cost of \$294,687 for PCG Design/bid services authorized. Joubin please review and adjust if needed.
- (o) Estimate based on current District Engineer estimate and increase in project scope to replace pipe consistent with Belmont repaving project. 24/25 CIP Estimate was \$410,000
- (p) Estimate based on current District Engineer estimate
- (q) Estimate based on 24/25 CIP engineering estimates
- (r) 3,300 LF of annual replacement. Engineering estimate of \$500 per LF + 10% Contingency + \$500,000 for Design, CM and Inspection ~\$2.3M/year.
- (s) Based on costs for current project, may be refined depending on inspection report
- (t) Combine 20-09 and 20-10. Project budget based TBD and OCMI Cost Estimates and Peer Review April 2026. Projected total FYE is FY25 expended plus FYE 26 estimate.
- (u) Project budget include expended to date, plus bid cost including 10% contingency, design and PM/OCMI
- (v) Project budget based on current engineers estimate to complete project including 10% contingency and does not include previous fiscal years design costs of approximately \$4.5M.
- (w) Project budget based on 90% Design estimate and includes 15% contingency for Ph. 2. Projected Project Total FYE costs only include FY25 and FY26 including PCG and West Yost Design PM/Design. Ph.1 total costs = \$846,8
- (x) Other project balance = total debt finance project fund balance less current project budget estimates. BNY project fund balance of 3/31/2026 is \$32,949,915.
- (y) Cost projections do not assume escalation or interest earned on Debt Financed

ITEM	RESERVE ANALYSIS	Notes
OPERATING RESERVES ANALYSIS		
Total projected available resources - beginning balance	\$ 14,707,432	Projected as of June 30, 2026
Budgeted revenues	22,348,200	Summary of operating budget
Budgeted expenditures	<u>(19,947,688)</u>	Summary of operating budget
Total available resources	17,107,944	
Less: Working Capital (Operating) Reserve	<u>(9,973,844)</u>	50% of annual fiscal year budgeted expenditures
Total remaining resources	<u><u>\$ 7,134,100</u></u>	

CAPITAL RESERVES ANALYSIS		
Remaining reserves after operations	\$ 7,134,100	
Total Pay-Go Capital Projects	<u>(4,004,876)</u>	Summary of capital budget
Total remaining for reserves	3,129,224	
Target Pay-Go Capital Reserve	8,000,000	Fixed amount
Amounts available for other reserves	<u><u>\$ (4,870,776)</u></u>	Short-fall

ITEM	COP FUNDS ANALYSIS	Notes
Total projected available resources - beginning balance	\$ 32,371,492	Projected as of June 30, 2026
Budgeted revenues	469,600	Summary of operating budget
Budgeted expenditures	<u>(14,775,434)</u>	Summary of capital budget
Total remaining available resources	<u><u>\$ 18,065,658</u></u>	

**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.*

ORDINANCE NO. 133

**AN ORDINANCE AMENDING ATTACHMENT A REGARDING RATES AND FEES
TO THE WATER SERVICE ORDINANCE NO. 103
FOR THE MID-PENINSULA WATER DISTRICT**

MID-PENINSULA WATER DISTRICT

WHEREAS, the Board of Directors of the Mid-Peninsula Water District (District) is authorized to establish and modify, as necessary, the rates and fees imposed for the provision of water service to its customers; and

WHEREAS, these rates and fees are set forth in Attachment A to the Water Service Ordinance No. 103, which was most recently updated and adopted pursuant to Ordinance No. 131 on April 24, 2025; and

WHEREAS, California Water Code Section 31007 authorizes the District to establish rates and charges to yield an amount sufficient to pay operating expenses, to provide for repairs and depreciation of works owned and operated by the District, to pay interest on bonded debt, and to provide a fund to pay principal on bonded debt; and

WHEREAS, the District has evaluated the District's Water Volume Rates, Meter Service Charges, and Water Shortage Rate Factors, in light of the cost of providing service, including providing wholesale water provided by the San Francisco Public Utilities Commission (SFPUC), maintaining adequate reserves, the increase in operating expenses, and the capital improvement projects in the District's updated Fiscal Year (FY) 2024/2025 Capital Improvement Program (CIP) and 5-Year CIP budget; and

WHEREAS, the Board of Directors (Board) believes that the projects identified in the District's updated FY 2024/2025 CIP and 5-Year CIP budget are important for the safe and efficient operation of the District's water system and should not be foregone or deferred, and that the existing reserves and targeted reserve amounts are prudent and reasonable and need to be maintained; and

WHEREAS, the District has determined that the District's Water Volume Rates, Meter Service Charges, and Water Shortage Rate Factors must be adjusted in order to fund District operations and maintenance activities, to provide for adequate reserves, and to carry out capital improvements necessary to preserve and improve the reliability of the water system; and

WHEREAS, the District's rate consultant, HF&H Consultants, LLC, prepared a cost-of-service analysis and Water Rate Study covering the period Fiscal Year (FY) 2024/2025 through FY 2028/2029 that analyzed the District's revenue requirements, provided a recommendation for adjusting the District's Water Volume Rates, Meter Service Charges, and Water Shortage Rate Factors, and established a rationale for the increased charges, as required under Proposition 218; and

WHEREAS, the District is also proposing, pursuant to California Government Code Section 53756, to pass through the SFPUC wholesale rate increases that are above the projected rate increases identified in the cost-of-service analysis and Water Rate Study. On March 27, 2026, the SFPUC provided a notice that the wholesale water rate will increase by 7.4%, or from \$5.80 per hundred cubic feet (CCF) to \$6.23/CCF, effective July 1, 2026. This rate increase will be included in the proposed rate increase; and

WHEREAS, the District followed the Proposition 218 process, including all public noticing and holding a public hearing on November 21, 2024, following which the Board adopted the 5-year Water Rate Study and rate increase via Ordinance 129; and

WHEREAS, the Board finds that the amendments to the Schedule of Rates and Fees do not exceed the amount of the estimated costs required to provide the services for which the rates and charges are levied and that the rate structure is aligned under the proportional costs of providing the services within each tier; and

WHEREAS, the Board further finds that the amendments to the Schedule of Rates and Fees are reasonable and required for the proper operation of the District, and are exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 21080(b)(8) of the Public Resources Code because it is for the purposes of (1) meeting operating expenses; (2) purchasing or leasing supplies; (3) meeting financial reserve requirements; and (4) obtaining funds for capital projects necessary to maintain services within existing service areas and that the analysis in this Ordinance and the documents incorporated into this Ordinance justify that the modifications to the rates and charges are for the purposes set forth on Section 21080 (b) (8); and

WHEREAS, the District will send notification to all customers at least 30 days prior to implementation.

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the Mid-Peninsula Water District as follows:

Section 1: Attachment A to the Water Service Ordinance No. 103 of the Mid-Peninsula Water District is amended and restated in its entirety as set forth on Attachment A attached hereto.

Section 2 – Effective Date: This Ordinance shall take effect and be in full force as of the date of its enactment, with the new rates reflected in bills to be sent to District customers commencing July 1, 2026. All prior ordinances or parts of ordinances that may be inconsistent with this Ordinance No. 133 hereby are repealed.

REGULARLY PASSED AND ADOPTED at a meeting of the Board of Directors of the Mid-Peninsula Water District duly held on April 23, 2026, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENCES:

President of the Board of Directors
Mid-Peninsula Water District

ATTEST:

District Secretary



**ATTACHMENT A
WATER SERVICE ORDINANCE 103**

SCHEDULE OF RATES AND FEES

I. SERVICE CONNECTION CHARGES

Service connections to the Mid-Peninsula Water District (MPWD) system require payment of a Meter Charge, Service Line and Installation Charge, Water Capacity Charge, and Water Demand Offset Charge. Charges are based upon the size of the service connection.

A. Meter Charge – CURRENT ACTUAL COST

B. Service Line and Installation Charge – CURRENT ACTUAL COST

An advance deposit will be required for service connections in the amount of the MPWD's estimate of the total cost to install. Any excess of actual installed costs shall be refunded to applicant. Any shortfall between the MPWD's estimate and actual installed costs shall be paid by the applicant prior to water service being activated.

C. Water System Capacity Charges

Water System Capacity Charges	
	EFFECTIVE 10/01/18
RESIDENTIAL	<u>Capacity Charge</u>
<i>Charge applies per residential dwelling unit</i>	-
Single Family Detached Dwelling Unit	\$10,043
<i>Charge applies to residential dwelling units served by meters up to 1-inch</i>	
Multi-Family Dwelling Unit	\$6,026
<i>Includes: apartments, townhouses, condominiums, and other developments with multiple residential units and separate irrigation meters as designated by the District</i>	
<hr/>	
OTHER CONNECTIONS	-
<i>Charge applies based on meter size</i>	EFFECTIVE 10/01/18
<u>Meter Size</u>	<u>Capacity Charge</u>
Up to 3/4-inch	\$10,043
1-inch	\$16,738
1-1/2-inch	\$33,476
2-inch	\$53,561
3-inch	\$100,427
4-inch	\$167,379
6-inch	\$334,758
8-inch	\$535,613
<hr/>	
<i>Note: Standard charges shown. The District reserves the right to calculate alternative charges on a case-by-case basis to ensure charges reflect estimated water demand and/or recover the full costs of facilities benefiting new or expanded water service connections.</i>	

D. Water Demand Offset Charges

Water Demand Offset Charges					
	UWMP Water Shortage Response Stages				
	Stage 1	Stage 2	Stage 3	Stage 4	
Water Supply Reduction	Up to 11%	12% - 18%	19% - 32%	33% - 50%	
Required Water Demand Offset	25%	50%	75%	100%	
RESIDENTIAL					
<i>Charge applies per residential dwelling unit</i>					
Single Family Detached Dwelling Unit					
	EFF				
	10/01/18	\$673	\$1,294	\$1,913	\$2,533
<i>Applies to residential dwelling units served by meters up to 1-inch.</i>					
Multi-Family Dwelling Unit					
	EFF				
	10/01/18	\$404	\$776	\$1,148	\$1,520
<i>Includes: apartments, townhouses, condominiums, and other developments with multiple residential units and separate irrigation meters as designated by the District</i>					
OTHER CONNECTIONS - Charge based on meter size					
<u>Meter Size</u>		EFFECTIVE 10/01/18			
Up to 3/4-inch	-	673	1,294	1,913	2,533
1-inch		1,121	2,156	3,189	4,222
1-1/2-inch		2,243	4,312	6,378	8,443
2-inch		3,589	6,900	10,204	13,509
3-inch		6,729	12,936	19,133	25,330
4-inch		11,214	21,560	31,889	42,218
6-inch		22,428	43,121	63,778	84,434
8-inch		35,886	68,994	102,044	135,095

II. MONTHLY FIXED SYSTEM AND COMMODITY CHARGES

MPWD WATER RATES EFFECTIVE JANUARY 1, 2025				
Fixed Monthly Charges				
<i>Billed based on meter size</i>				
	Effective July 1, 2025		Effective July 1, 2026	
<u>Meter Size</u>	<u>Meter Ratio</u>	<u>Rates</u>	<u>Meter Ratio</u>	<u>Rates</u>
5/8"	1.00	\$36.91	1.00	\$39.86
1"	2.50	\$76.01	2.50	\$82.09
1 1/2"	5.00	\$141.16	5.00	\$152.45
2"	8.00	\$219.35	8.00	\$236.89
3"	16.00	\$427.84	16.00	\$462.07
4"	25.00	\$662.40	25.00	\$715.40
6"	50.00	\$1,313.96	50.00	\$1,419.08
Water Consumption Charges				
<i>Billed based on monthly metered water use (\$/HCF)</i>				
	Effective July 1, 2025		Effective July 1, 2026	
<u>Residential</u>				
<u>Rate Tiers</u>				
Tier 1	0 - 6 HCF	\$10.18	0 - 6 HCF	\$10.99
Tier 2	7 - 14 HCF	\$15.23	7 - 14 HCF	\$16.44
Tier 3	Over 15 HCF	\$20.00	Over 15 HCF	\$21.59
<u>Commercial Rate Tiers</u>				
Tier 1	All use	\$13.38	All use	\$14.45
Note: 1 HCF = one hundred cubic feet or approximately 748 gallons.				

Pursuant to the Government Code, the MPWD reserves the right to increase its water consumption charges to recover any additional unanticipated SFPUC water rate increases.

III. WATER SHORTAGE EMERGENCY RATES

Water Shortage Emergency Rates may be implemented by authorization of MPWD’s Board of Directors. The table below shows that factors that would be applied to customer volumetric rates.

WATER SHORTAGE EMERGENCY RATE FACTORS						
Class	Stage 1 Up to 10% Reduction	Stage 2 Up to 20% Reduction	Stage 3 Up to 30% Reduction	Stage 4 Up to 40% Reduction	Stage 5 Up to 50% Reduction	Stage 6 Greater than 50% Reduction
Single Family Residential (SFR)	1.051	1.114	1.195	1.302	1.452	1.676
Multi-Family Residential (MFR)	1.043	1.094	1.157	1.237	1.340	1.490
Commercial	1.059	1.135	1.237	1.382	1.603	1.957

IV. PRIVATE FIRE PROTECTION SERVICE CHARGES

- A. Residential \$1.25/Month
- B. Non-Residential \$6.25/Month

V. MISCELLANEOUS CHARGES – Effective January 1, 2019

User Fee Item	Fee
Application for Regular or Temporary Service	\$10.00
Security Deposit	\$0.00
Payment with Credit/Debit Card	\$3.00
Late Payment Charge	\$10 per Month
48-Hour Notice	\$35.00
Shut-off/Restore Service	\$75.00
After-Hours Service Call	\$100.00
Returned Check	\$25.00
Photocopies, per page	\$0.25
Electronic Files via USB Storage Device	\$10 per service
Meter Test (Refundable if bad meter)	\$200.00
Fire Flow Test Report (Actual Cost)	\$500 Deposit for Actual Cost
Temporary Construction Water Connection: 1" Meter	\$550 dep + Fixed Monthly + Volume
Temporary Construction Water Connection: 3" Meter	\$2,500 dep + Fixed Monthly + Volume
Unauthorized Connection to Fire Hydrant	\$1,000.00
Unauthorized Hydrant Valve Operation	\$500.00
Commercial Plan Check Review	\$5,000.00
Residential Plan Check Review (3 units or larger)	\$3,000.00
Landscape Plan Check Review	\$400.00
Review, planning, and meeting time for projects not otherwise covered	Actual Cost
Labor - Administration	\$60.00
Labor - Operations Personnel w/Truck (Business Hours)	\$76.00
Labor - Operations Personnel w/Truck (Off Hours)	\$95.00
Equipment - Back Hoe, Dump Truck, Compressor	\$113.00
Labor - Executive Staff	\$121.00
Labor - Outside Principal Engineer	\$212.00
Labor - Outside Supporting Engineer	\$159.00
Labor - Outside Professional Services	Cost + 15%



AGENDA ITEM NO. 8.B.

DATE: April 23, 2026
TO: Board of Directors
FROM: Drew Bost, Water Resources Coordinator
Sarah Scheidt, Operations Manager

SUBJECT: Receive Report on Assembly Bill (AB) 1572 Potable Water: Nonfunctional Turf Irrigation Ban and Nonfunctional Turf Ordinance Discussion

RECOMMENDATION

Receive report on Nonfunctional turf irrigation ban legislation and upcoming Nonfunctional Turf Ordinance.

FISCAL IMPACT

There is no direct fiscal impact anticipated with the adoption of a Nonfunctional Turf Ordinance. However, it is expected that the District's Lawn-be-Gone rebate program may receive higher utilization with the adoption of the ordinance. The Lawn-be-Gone program is budgeted each year, and customers are allowed to apply to it on a first-come, first-served basis until the budgeted amount is used up for the year.

BACKGROUND

On October 13, 2023, Assembly Bill (AB) 1572 was signed into law banning the use of potable water to irrigate nonfunctional turf for many commercial, industrial, and institutional (CII) customers. As part of the requirements of AB 1572, all water suppliers in California must revise their regulations to incorporate the requirements of the bill by January 1, 2027.

Mid-Peninsula Water District (MPWD or District) staff is currently drafting an ordinance (Nonfunctional Turf Ordinance) that would incorporate the requirements of AB 1572, including definitions of functional and nonfunctional turf, requirements of customers, timeline of irrigation prohibition rollout, exemptions, and enforcement options, among other things. District staff plans

on bringing the Nonfunctional Turf Ordinance to the Board during the May board meeting for formal adoption.

DISCUSSION

Attached to this report is a presentation that includes further details of the AB 1572 legislation, preliminary findings from a geospatial information systems (GIS) analysis of potential properties that would be affected by the Nonfunctional Turf Ordinance, and a discussion of enforcement options that District staff could implement. Also attached is a draft of the ordinance for Board consideration. Staff intends to solicit feedback from the Board at this meeting, and then make any appropriate revisions to the draft ordinance, and bring it for approval in May.

Key points from the presentation are summarized below.

Timeline of Implementation

Per State law, the effective date for prohibition of irrigation on nonfunctional turf is rolled out for different land use types. Table 1 below shows the timeline of implementation for each affected customer type.

Table 1: Timeline for Nonfunctional Turf Ordinance Implementation

Effective Date	Prohibited Users
January 1, 2027	CA Department of General Services and properties owned by local government agencies
January 1, 2028	Commercial, industrial, and institutional properties
January 1, 2029	Common areas of homeowners’ associations, common interest developments, and community service organizations or similar entities
January 1, 2031	Local government facilities in disadvantaged communities (contingent upon availability of State financial assistance)

Potentially Affected Properties

Properties owned by local government agencies are the first that are subject to the ordinance. District staff has met with the City of Belmont Parks and Recreation staff, and plans on meeting with the City of San Carlos and County of San Mateo Parks and Recreation staff. Based on our review and consultations, we have determined that one property owned by the County of San Mateo currently has approximately 7,000 sq ft of irrigated nonfunctional turf. District staff will coordinate with County staff to confirm the exact area of irrigated turf and discuss plans for landscape renovations before the January 1, 2027 deadline. No City of Belmont, City of San Carlos, or District properties have nonfunctional turf.

District staff reviewed GIS data for other CII properties and determined that approximately 127,000 sq ft across 52 properties potentially contain nonfunctional turf that would not be able to be irrigated after the January 1, 2028 deadline, and approximately 34,000 sq ft of

homeowner's association (HOA) and other common interest development across two properties may be subjected to the ban by the January 1, 2029 deadline. These numbers are preliminary, and staff will work to outreach to the property owners and further verify the amount of turf.

Enforcement Options

AB 1572 does not require water suppliers to enforce the provisions of the Nonfunctional Turf Ordinance, nor does it mention any means of enforcement beyond basic Water Code penalties. The District has elected to include enforcement language consistent with our existing Water Shortage Contingency plan and associated Ordinance #111, which includes several potential enforcement measures the District can utilize, including written notices and educational material, on-site notification, fees, or water service suspension. Any enforcement action is at the discretion of the District and would be utilized only after extensive outreach to affected customers, on a case-by-case basis.

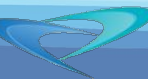
Attachments: Staff PowerPoint Presentation – Nonfunctional Turf Ordinance Discussion
 Draft Nonfunctional Turf Ordinance



Nonfunctional Turf Ordinance Discussion

Drew Bost, Water Resources Coordinator

April 23, 2026

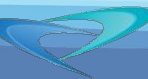


AB 1572 Overview

- Enacted October 13, 2023
- Requires all water suppliers in California to ban the use of potable water for irrigation of nonfunctional turf on all commercial, industrial, and institutional (CII) properties
- Does not apply to single-family residential properties
- Requires District to enact legislation (ordinance) by January 1, 2027
- Originally included as part of Making Conservation a California Way of Life legislation, but was split into separate legislation

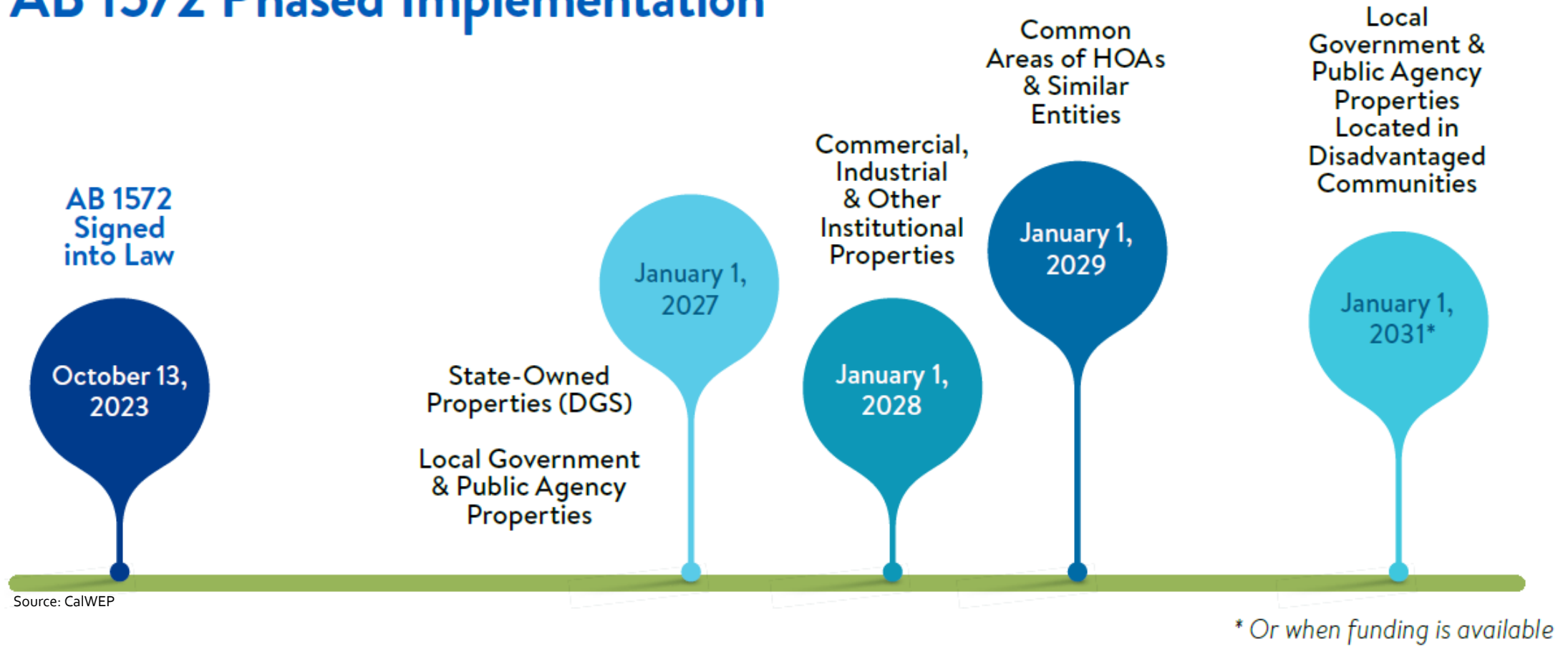


Source: CalWEP

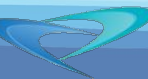


Timeline of Implementation

AB 1572 Phased Implementation



Source: CalWEP

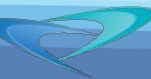


Definition of Functional and Nonfunctional Turf

- “Turf”: a ground cover surface of mowed grass



Source: www.freshsod.com



Definition of Functional and Nonfunctional Turf

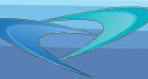
- “Turf”: a ground cover surface of mowed grass
- “Functional Turf”: a ground cover surface of turf located in a recreational use area or community space. Turf enclosed by fencing or other barriers to permanently preclude human access for recreation or assembly is not functional turf.



Source: www.suriverhawks.com

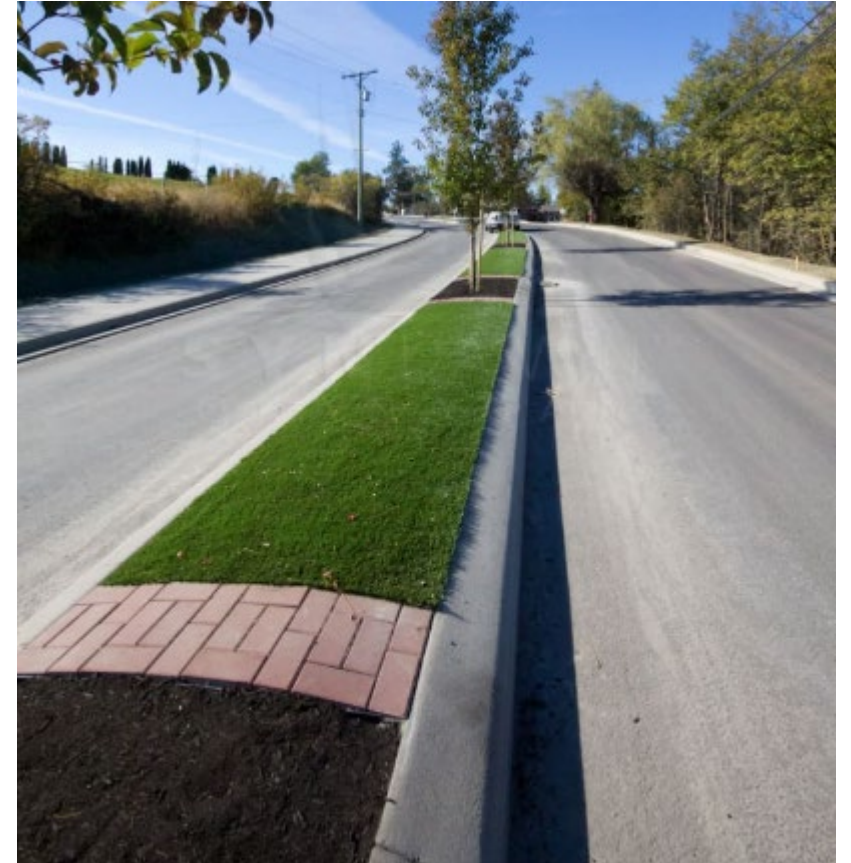


Source: Google Maps

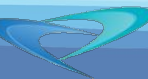


Definition of Functional and Nonfunctional Turf

- “Turf”: a ground cover surface of mowed grass
- “Functional Turf”: a ground cover surface of turf located in a recreational use area or community space. Turf enclosed by fencing or other barriers to permanently preclude human access for recreation or assembly is not functional turf.
- “Nonfunctional turf”: any turf that is not functional turf, and includes turf located within street rights-of-way and parking lots.



Source: www.soybiobased.org

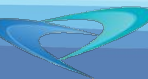


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- “Nonfunctional turf”: any turf that is not functional turf, and includes turf located within street rights-of-way and parking lots.
 - Exceptions exist to protect tree health



Source: needpix.com

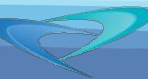


Summary of DWR LUCD GIS Data

- Department of Water Resources (DWR) Land Use Cover Dataset (LUCD)
- Includes classification of all turf areas, including nonfunctional turf
- Identified using satellite imagery classifications
- Marked areas were assessed using GIS and Google Maps to identify potential NFT areas for all CII properties
- Identified properties will require validation to confirm NFT areas



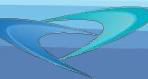
Source: DWR



Summary of Potentially Affected Properties

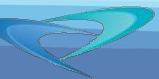
- Staff met with City of Belmont Parks and Rec dept and determined no NFT
- Staff has reached out to City of San Carlos and County of San Mateo to confirm potential NFT areas
- Most CII NFT are small patches of turf alongside buildings primarily within Harbor Industrial Area (HIA)
- One large property located near HIA area with ~27,000 sq ft of turf area
- Need to confirm HOA properties qualify has community areas

Property Type	Number of Properties	NFT square footage	Compliance Deadline
Government Properties	1	7,000	1/1/2027
Commercial Properties	14	41,000	1/1/2028
Industrial Properties	25	30,000	1/1/2028
Institutional Properties	13	55,000	1/1/2028
HOAs	2	34,000	1/1/2029
DAC Properties	0	0	1/1/3031
Total	55	167,000	



Summary of Potentially Affected Properties

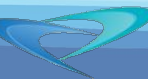
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Enforcement Options

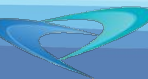
- AB 1572 does not specify any enforcement options, not does it require water suppliers to enforce their NFT ordinances
- Current draft enforcement language is primarily copied from Ordinance 111 Water Shortage Contingency Plan Stage 2 Implementation
- Includes written notice/educational materials, on-site notification, fees, and suspension of water service or flow restrictor
- Includes appeals process for customers to dispute violations
- All enforcement actions are at the discretion of the District

Violation	Action
First Violation	Education and Written Notice
Second Violation	On-Site Notification; up to \$500/day penalty (CWC 1846)
Third Violation	Suspension of Water Service or Installation of Flow Restrictor



Status of NFT Ordinance

- Draft NFT Ordinance is attached to staff report
- Staff plans on bringing NFT Ordinance to Board for adoption at May board meeting
- Will include amending Water Efficient Landscape Ordinance (WELO) with minor definition change for consistency



DRAFT ORDINANCE NO. [REDACTED]

AN ORDINANCE PROHIBITING THE USE OF POTABLE WATER FOR NONFUNCTIONAL TURF IRRIGATION

EFFECTIVE JANUARY 1, 2027

* * *

MID-PENINSULA WATER DISTRICT

THIS ORDINANCE, which prohibits the use of potable water for the irrigation of nonfunctional turf on commercial, industrial, and institutional (CII) properties, homeowners' associations (HOAs), common interest developments (CIDs), and community service organizations, in compliance with Assembly Bill (AB) 1572 and California Water Code § 10608.14, is adopted in light of the following facts and circumstances, which are hereby found and declared by the Board of Directors:

WHEREAS, the State of California has determined that the use of potable water for the irrigation of nonfunctional turf contributes to inefficient water use and conflicts with long-term water sustainability goals;

WHEREAS, AB 1572, signed into law on October 13, 2023, establishes a timeline for banning potable water irrigation of nonfunctional turf across CII and residential common areas;

WHEREAS, public water suppliers are required to revise their ordinances, regulations, or policies by January 1, 2027, and communicate these changes to their customers to comply with the AB 1572 regulations;

WHEREAS, under California Water Code Section 3758, Mid-Peninsula Water District has the authority to establish water conservation programs and prohibit wasteful uses of water; and

WHEREAS, Mid-Peninsula Water District seeks to align its water use policies with state conservation mandates, reduce dependence on potable water, and promote sustainable landscaping practices.

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the Mid-Peninsula Water District as follows:

I. Title

THIS ORDINANCE shall be known as the **Mid-Peninsula Water District Potable Water Irrigation Ban on Nonfunctional Turf, Effective January 1, 2027.**

II. Definitions

A. For the purposes of this ordinance, the following definitions apply:

- (a) "Commercial properties" are properties that are used to distribute a product or service.
- (b) "Common areas" means that portion of a common interest development or of a property owned or managed by an HOA or a community service organization or similar entity that is not assigned or allocated to the exclusive use of the occupants of an individual unit within the property.
- (c) "Common interest development" (as defined in Civil Code 4100), includes:
 - 1. A community apartment project.
 - 2. A condominium project.
 - 3. A planned development.
 - 4. A stock cooperative.
- (d) "Community service organization or similar entity" means a nonprofit entity, other than an association, that is organized to provide services to residents of the common interest development or to the public in addition to the residents, to the extent community common area or facilities are available to the public. "Community service organization or similar entity" does not include an entity that has been organized solely to raise moneys and contribute to other nonprofit organizations that are qualified as tax exempt under Section 501(c)(3) of the Internal Revenue Code and that provide housing or housing assistance.
- (e) "Community space" means an area designated by a property owner or a governmental agency to accommodate human foot traffic for civic, ceremonial, or other community events or social gatherings.
- (f) "Department of General Services" means the California Department of General Services.

- (g) “Disadvantaged community” means a community with an annual median household income that is less than 80 percent of the statewide annual median household income.
- (h) “District” means Mid-Peninsula Water District, a county water district organized under Water Code Section 30000 *et seq.*
- (i) “Functional turf” means a ground cover surface of turf located in a recreational use area or community space. Turf enclosed by fencing or other barriers to permanently preclude human access for recreation or assembly is not functional turf.
- (j) “Homeowners’ association” means a nonprofit corporation or unincorporated association created for the purpose of managing a common interest development.
- (k) “Industrial properties” means properties that are used primarily as a manufacturer or processor of materials as defined by the North American Industry Classification System code sectors 21 to 33, inclusive, or a property that is used primarily for research and development.
- (l) “Institutional properties” means properties that are dedicated to public service. This type of property includes, among other things, higher education institutions, schools, courts, churches, hospitals, government facilities, and nonprofit research institutions.
- (m) “Local government” means any county, city, city and county, including a charter city or county, any special district, or any other local or regional governmental entity.
- (n) “Nonfunctional turf” means any turf that is not functional turf, and includes turf located within street rights-of-way and parking lots.
- (o) “Potable water” means water that is suitable for human consumption.
- (p) “Recreational use area” means an area designated by a property owner or a governmental agency to accommodate human foot traffic for recreation, including, but not limited to: sports fields, golf courses, playgrounds, picnic grounds, or pet exercise areas. This recreation may be either formal or informal.
- (q) “Recycled” means sheet mulched, composted, tilled in, or decomposed on site.
- (r) “State Water Board” means California State Water Resources Control Board.

- (s) "Turf" means a ground cover surface of mowed grass. Annual bluegrass, Kentucky bluegrass, Perennial ryegrass, Red fescue, and Tall fescue are cool-season grasses. Bermudagrass, Kikuyugrass, Seashore Paspalum, St. Augustinegrass, Zoysiagrass, and Buffalo grass are warm-season grasses.

III. Irrigation Ban on Nonfunctional Turf Ordinance Requirements

- A. The use of potable water for the irrigation of nonfunctional turf located on CII properties, and on properties of HOAs, common interest developments, and community service organizations or similar entities is prohibited as of the following dates:
 - 1. All properties owned by the Department of General Services, beginning January 1, 2027.
 - 2. All properties owned by local governments, local or regional public agencies, and public water systems, except those specified in paragraph (v), beginning January 1, 2027.
 - 3. All other institutional properties and all commercial and industrial properties, beginning January 1, 2028.
 - 4. All common areas of properties of HOAs, common interest developments, and community service organizations or similar entities, beginning January 1, 2029.
 - 5. All properties owned by local governments, local public agencies, and public water systems in a disadvantaged community, beginning January 1, 2031, or the date upon which a state funding source is made available to fund conversion of nonfunctional turf on these properties to climate-appropriate landscapes, whichever is later.
- B. Nonfunctional turf shall not be installed at any new or existing CII properties, including HOA properties and common interest development properties.
- C. Nonfunctional turf that is recycled or removed from CII properties and common areas of HOAs shall be replaced within two years with living trees and climate-appropriate nonturf plants that:
 - 1. Cover a minimum of 50% of the landscape area.
 - 2. Are designed, installed, and managed in accordance with criteria consistent with Mid-Peninsula Water District's Water Efficient Landscape Ordinance (Ordinance Number 115), if applicable.

IV. Exemptions

- A. The following uses of potable water shall be exempt from this prohibition:
 - 1. Irrigation necessary to sustain trees and perennial non-turf plants.
 - 2. Potable water use required for health and safety concerns, such as fire suppression or erosion control.
 - 3. Cemeteries and public spaces intended for community assembly (parks, recreational areas, and sports fields).
 - 4. Agricultural irrigation.

V. Enforcement and Penalties

- A. The following penalties are imposed for violation of any of the provisions of this code. Any violations occurring on separate calendar days are separate violations.
 - 1. Education/Written Notice. If the District believes that water has been or is being used in violation of the above restrictions, the District will first devote efforts to educating the customer(s) in question by contacting them and informing them about the violation.

If the violation occurs again, the District will send a written notice to the customer specifying the nature of the violation and the date and time of occurrence and request that the customer cease the violation and take prompt remedial action. The District will provide the customer with a copy of this Ordinance and inform the customer that failure to comply may result in temporary suspension of water service.
 - 2. On-Site Notification. In the event that a further violation(s) is observed by the District after the written notice sent pursuant to section V.A.1. above, the District will make reasonable efforts to notify the customer of the violation and post a notice on the front door or other point of entry onto the property requiring the customer to cease the violation and take remedial action within 48 hours of the on-site notification. Failure to comply after the on-site notification may result in (1) the temporary suspension of water service; and (2) civil liability and penalties of up to \$500 per day, as authorized by California Water Code Section 1846.
 - 3. Suspension of Water Service/Flow Restrictors. In the event that a further violation(s) is observed by District personnel 48 or more hours after the on-site notification, it will be deemed a willful violation of the mandatory restrictions on water use and the District may, but is not required to, temporarily suspend water service or install a flow restrictor.

The customer shall be responsible for paying the District's costs incurred in enforcing this Ordinance, including providing the on-site notification, installing a flow restrictor, and temporarily suspending and restoring water service, on a time and material basis.

The customer shall take and implement appropriate remedial actions to come into full compliance with this Ordinance, pay all fees and charges described in V.A.2. above, and bring the customer's water account to good standing before the District proceeds with the reconnection of water service after it has been temporarily suspended.

4. Appeal. Any customer who disputes a staff determination of a violation(s) of the above restrictions may appeal the suspension of water service or installation of a flow restrictor in writing to the General Manager. The written appeal must be addressed to the General Manager and include: (1) the customer's name; (2) address; (3) account number; (4) a description of the violation(s); (5) the enforcement action taken; and (6) a detailed explanation of the basis of the appeal. The General Manager will evaluate each written appeal based on the following criteria: (1) public health; (2) public safety; and (3) regulatory requirements of a state, federal, or local agency. The General Manager shall issue a written decision that may be appealed to the Board of Directors within 7 days from the date of issuance. The decision of the Board of Directors shall be final.

VI. Severability

- A. If any section, subsection, or provision of this ordinance is held to be invalid, the remainder shall remain in full force and effect.

VII. Effective Date

- A. This ordinance shall take effect immediately upon adoption and shall be enforced in accordance with the compliance deadlines specified herein.

REGULARLY PASSED AND ADOPTED at a meeting of the Board of Directors of the Mid-Peninsula Water District duly held on **XX day of MONTH YEAR** by the following vote.

AYES:

NOES:

ABSTENTIONS:

ABSENCES:

Board President

ATTEST:

District Secretary



AGENDA ITEM NO. 8.C.

DATE: April 23, 2026
TO: Board of Directors
FROM: Alison Bell, Administrative Services Manager

SUBJECT: Receive Report and Recommendation on Updates to the Rules of the Board of Directors – Sections 6 through 14

RECOMMENDATION

Discussion on recommended updates to the Rules of the Board of Directors.

FISCAL IMPACT

None.

BACKGROUND

The District's Rules of the Board were last reviewed and updated in March 2019. As part of the District's Strategic Plan, the Board identified the periodic review and update of their rules as an important initiative to ensure alignment with current best practices, legal requirements, and the District's operational needs.

The Rule of the Board establishes the framework for Board governance, including roles and responsibilities of Board members, meeting procedures, ethical standards, and overall conduct. Regular review of these Rules supports transparency, accountability, and effective decision-making.

The Rules include the following sections:

- Introduction
- 1. Officers of the Board of Directors
- 2. Compliance with the Brown Act (added)
- 3. Meetings
- 4. Agendas
- 5. Preparation of Minutes and Maintenance of Recordings
- 6. Committees
- 7. Authority of Board Members
- 8. Board Member Communications

9. Director's Compensation and Expense Reimbursement (added)
10. Conflict of Interest and Ethical Guidelines (added)
11. Violation of Conflict of Interest and Ethical Guidelines
12. Correspondence Distribution Policy
13. Evaluations
14. Amendments

DISCUSSION

Staff and District Counsel have reviewed Sections 6 through 14 of the Rules and made proposed changes. These sections generally address foundational governance elements, including Board officers, meetings, agendas, minutes, and committees.

The introduction and Sections 1 through 5 of the Rules of the Board were discussed during the Board Meeting on March 26, 2026. This phased approach is intended to provide the Board with adequate time to consider the proposed revisions, ask questions, and provide feedback to ensure the Rules reflect the Board's expectations. Following completion of review of all sections, the Board will be asked to adopt the updated Rules, likely at the May Board meeting.

Attachments: Redline of Rules of the Board, through Section 14

RULES OF THE BOARD

The Mid-Peninsula Water District Board of Directors recognizes that the effectiveness of the District depends on the trust and confidence of the community it serves. As public officials, members of the Board are committed to upholding the highest standards of integrity, accountability, and transparency in the conduct of District business. Establishing clear guidelines for the conduct of Board members provides a strong foundation for responsible governance and helps ensure that decisions are made in the best interest of the public. These Rules of the Board are intended to provide guidance on the roles, responsibilities, and expectations of Board members and to promote professionalism, ethical conduct, and public trust.

The Board of Directors ("Board") of the Mid-Peninsula Water District ("MPWD" or "District") hereby adopts these Rules of the Board ("Rules") to govern its proceedings pursuant to Section 30530 of the California Water Code.

~~These Rules are designed solely to facilitate the handling by the Board of its own affairs. These Rules are not intended, and shall not be construed, to create procedural or substantive rights in any person who is not a member of the Board in the event an action is taken by the Board in a manner that may depart from, or be inconsistent with, these Rules.~~

1. OFFICERS OF THE BOARD OF DIRECTORS

1.1 Board members are obligated to uphold the Constitution of the United States and the Constitution of the State of California. Board members will comply with applicable laws regulating their conduct, including conflict of interest, financial disclosure and open government laws. Board members will strive to work in cooperation with other public officials unless prohibited from so doing by law or officially recognized confidentiality of their work. (Government Code Section 1360; Article 20, Section 3 of the California Constitution.)

~~1.1.2~~ The officers of the Board of Directors are the President and Vice President.

~~1.2.1.3~~ The President of the Board of Directors shall serve as presiding officer at all Board meetings. The President shall have the same rights as the other members of the Board with regard to voting, introducing motions, resolutions, and ordinances, and participating in any discussion.

~~1.3.1.4~~ In the absence of the President, the Vice President of the Board of Directors shall serve as presiding officer over the Board meeting. If the

President and Vice President are both absent, the remaining members shall select one among themselves to act as presiding officer for the meeting.

~~4.4~~1.5 The President and Vice President of the Board shall be elected annually at the first regular meeting in December and the term of office shall commence immediately upon election and continue for one year or until replaced.

~~4.5~~1.6 The President or their designee shall sign all contracts for the procurement of equipment, supplies, materials or services when the amount to be paid by the District exceeds the spending limits delegated to the General Manager.

~~4.6~~1.7 The President shall have power to appoint directors to standing and advisory committees of the Board and to designate the chairperson of such committees. With Board approval, the President shall also have power to appoint directors to serve as the representative of the District to all other groups and organizations, except in cases of appointments that the law requires be made by action of the full Board.

~~4.7~~1.8 The President shall have such other powers and duties as shall be designated by the Board.

2. COMPLIANCE WITH THE BROWN ACT

~~2.1~~ All regular and special meeting shall be open and public as required by the Ralph M. Brown Act ("Brown Act").

~~2.2~~ The members of the Board of Directors, and persons elected but who have not yet assumed office as members of the Board, will fully comply with the provisions of the State's open meeting law for public agencies (the Brown Act). (Government Code Sections 54950 and following, and 54952.1 and 54959.)

~~2.3.~~ MEETINGS

~~2.13.1~~ All regular and special meetings shall be open and public as required by the Ralph M. Brown Act ("Brown Act"). Regular meeting agendas must be posted a minimum of 72 hours in advance of the meeting. Special meeting agendas must be posted a minimum of 24 hours in advance of the meeting. Agendas will be posted: in the lobby of the MPWD offices, 3 Dairy Lane, in Belmont, California; outside of the MPWD office building; and on the District's website.

~~2.23.2~~ Regular meetings of the Board of Directors shall commence at 6:30PM on

the fourth Thursday of each calendar month at the MPWD offices, 3 Dairy Lane, in Belmont, California unless otherwise directed by the Board of Directors.

2.33.3 Members of the Board of Directors shall attend all regular and special meetings of the Board unless there is good cause for their absence.

2.43.4 A majority of the total membership of the Board shall constitute a quorum for the transaction of MPWD business. A majority of the total membership of the Board is sufficient to do business; however, motions must be passed unanimously if only three Board members are in attendance. When there is no quorum for a regular meeting, the President, Vice President, or any Board Member shall adjourn such meeting, or, if no Board Member is present, the District General Manager shall adjourn the meeting.

3.5 A roll call vote shall be taken upon votes on ordinances and resolutions (unless such resolutions are on the consent agenda) and any other matters that may be requested by a majority of the Board members, and shall be entered in the minutes of the Board showing those Board Members voting aye, voting no and those abstaining or absent. Unless a Board Member states that they are not voting because of a conflict of interest and steps down from the dais prior to the discussion of the item, his or her silence shall be recorded as an abstention and a vote of abstention shall be recorded as an abstention.

3.6 The Brown Act allows for Directors to participate remotely via teleconference if all of the following conditions are met:

- A. At least a quorum of the Board is participating from teleconferencing locations within the District's service area (i.e., 3 or more Directors).
- B. Each teleconference is identified in the meeting agenda
- C. Agendas are posted at each teleconference location.
- D. Each location is accessible to the public.
- E. All votes during a meeting with a Director participating by teleconference must be by roll call.

3.7 In accordance with the SB 707 update to the Brown Act, a Director may participate remotely via teleconference under the following conditions of "just cause" without the noticing requirements listed under 3.6 above, provided:

- A. Just cause is established for one of the following reasons:

(1) Childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner.

(2) A contagious illness that prevents a member from attending in person.

(3) A need related to a physical or mental condition.

(4) Travel while on official business of the legislative body or another state or local agency.

(5) An immunocompromised child, parent, grandparent, grandchild, sibling, spouse, or domestic partner of the member that requires the member to participate remotely.

(6) A physical or family medical emergency that prevents a member from attending in person.

(7) Military service obligations.

B. Limit: Each Director may use “just cause” teleconferencing no more than two (2) times per calendar year.

C. Quorum: A majority of the Board constitutes a quorum. If a Director participates remotely from outside the District’s service area, at least three (3) Directors must be physically present within the service area.

D. Participation: the Director must participate via audio and video and be fully able to hear, see, and be heard.

E. The Director must disclose at the meeting before any action is taken whether any other individuals 18 years of age or older are present in the room at the remote location, and the general nature of the Director’s relationship with those individuals.

A.F. All votes during a meeting with a Director participating by teleconference must be by roll call.

3.4. AGENDAS

3.14.1 The General Manager, in consultation with the Board President and Vice President, shall prepare an agenda for each regular and special meeting of the Board of Directors. Any Board Member may contact the General Manager and request an item to be placed on the regular meeting agenda no later than 4:30PM two (2) weeks prior to the meeting date. The General Manager shall establish an MPWD policy to guide staff in the preparation of meeting agendas.

3.24.2 Public comments on agenda items should be held until the appropriate item is called. Public comment shall be directed to the President of the Board and limited to three (3) minutes unless extended or shortened at the President’s discretion. Board members may briefly respond to public comments, however, a discussion should not occur.

3.34.3 Those items on the MPWD agenda, which are considered to be of a routine and non-controversial nature, are placed on the CONSENT AGENDA. These items shall be approved, adopted, and accepted by one motion of the Board of Directors. For example, approval Minutes, approval of Expenditures, minor budgetary items, status reports, contracts for budgeted items, and routine MPWD operations.

- A. Board Members may request that any item listed under CONSENT AGENDA be removed from the CONSENT AGENDA, and the Board will then take action separately on that item. Members of the public will be given an opportunity to comment on the CONSENT AGENDA; however, only a member of the Board of Directors can remove an item from the CONSENT AGENDA. Items, which are removed (“pulled”) by a Board Member for discussion, will typically be heard after other CONSENT AGENDA items are approved unless the President orders an earlier or later time.
- B. A Board Member may ask questions on any item on the CONSENT AGENDA. When a Board Member has a minor question for clarification concerning a CONSENT AGENDA item, which will not involve extended discussion, the item may be discussed for clarification and the questions will be addressed along with the rest of the CONSENT AGENDA. Board Members are encouraged to seek clarifications prior to the meeting, if possible.
- C. When a Board Member wishes to pull a CONSENT ITEM simply to register a dissenting or abstaining vote, the Board Member shall inform the presiding officer that they wish to register a dissenting or abstaining vote without discussion. These items will be handled along with the rest of the CONSENT AGENDA, and the District Administrative Services Manager or Secretary (hereinafter referred to as "Secretary") will register a “NO” or "ABSTAIN" vote in the minutes.

4.5. PREPARATION OF MINUTES AND MAINTENANCE OF RECORDINGS

4.45.1 The Secretary shall arrange for minutes of each Board meeting to be prepared. Such minutes need not include the text of ordinances and resolutions adopted, which shall be recorded in separate volumes by the Secretary. Such minutes are intended to be a summary of discussion and Board action, and shall not be a verbatim transcript of the meeting. Minutes shall reflect roll call votes on all motions approving ordinances and resolutions and the dissenting votes of any director(s) on other motions.

4.25.2 Written materials delivered to the Board at the meeting that were not contained in the Board agenda packet for review by the Board prior to the meeting shall not be included in the meeting minutes.

4.35.3 The Secretary shall attempt to record the names and general place of residence of persons (if voluntarily provided) addressing the Board, the title of the subject matter to which their remarks related, and whether they spoke in support or opposition to such matter.

4.45.4 Whenever the Board acts in a quasi-judicial proceeding, such as in assessment matters, the Secretary shall compile a summary of the testimony of the witnesses.

4.55.5 Any electronic media of an MPWD meeting made for whatever purpose at the direction of the MPWD shall be subject to inspection pursuant to the California Public Records Act. MPWD tape and film records may be erased ninety (90) days after the taping or recording, or as provided in MPWD's record retention policy, which policy shall control.

5.6. COMMITTEES

5.1. Standing Committees. The Board may create standing committees that have continuing jurisdiction over a particular subject matter, or a set meeting schedule.

5.2. Ad Hoc Committees. The President on his or her own initiative, may create ad hoc committees to undertake special assignments on behalf of the Board. An ad hoc committee shall exist until its special assignments are completed or it is disbanded by the President of the Board.

6.7. AUTHORITY OF BOARD MEMBERS

6.17.1 The Board of Directors is the body that directs and authorizes policies for the MPWD. Board Members have no individual authority, and individuals Board Members shall not commit the MPWD to any policy, act, or expenditure. Routine matters concerning the operational aspects of the MPWD are to be referred to the General Manager.

6.27.2 Board Members are responsible for monitoring the MPWD's progress in attaining the Board's goals and objectives, while pursuing the Board's mission.

6.37.3 The offices of District General Manager, District Counsel, District Engineer and District Treasurer shall be appointed by the Board of Directors and

those appointed individuals or companies shall serve until removed or replaced.

7.8. BOARD MEMBER COMMUNICATIONS

7.48.1 Board Members, by making a request to the General Manager or Secretary, shall have access to information relative to the operations of the MPWD, including but not limited to statistical information, information serving as the basis for certain actions of staff, justification for staff recommendations, etc.

7.28.2 In handling complaints from customers within the MPWD, or other members of the public, Board Members are encouraged to listen carefully to the concerns, but the complaint should be referred to the General Manager for processing and the MPWD's response, if any.

7.38.3 When approached by MPWD personnel concerning specific MPWD policy, Board Members should encourage such personnel to direct their inquiries to the General Manager. The chain of command should be followed for personnel matters.

7.48.4 Board Members and the General Manager should develop a working relationship that fosters open communication and discussion about current issues, concerns, and MPWD projects.

8.5 When responding to constituent requests or concerns, Board Members should respond in a positive manner and route their questions to the General Manager, or in his/her absence, to the Secretary.

9. DIRECTOR'S COMPENSATION AND EXPENSE REIMBURSEMENT

9.1 Each member of the Board is authorized to receive compensation in the amount One Hundred Dollars (\$100.00) per meeting for attendance at regular or special board meetings, attendance of committee meetings of the Board, and for other service rendered as a Director at the request of the Board. Each member of the Board shall be reimbursed for travel, lodging and meal expenses incurred in the performance of service rendered at the request of the Board.

9.2 Changes in the compensation of Board members will require the approval of the Board during an open meeting of the Board held at least 60 days prior to the effective date of the change (Water Code Sections 20200 and following.)

8-10. CONFLICT OF INTEREST AND ETHICAL GUIDELINES

8-110.1 The Board shall adopt a Conflict of Interest Code, which will designate the officials and employees required to file disclosure of economic interest statements on an annual basis.

8-210.2 State conflict of interest rules, the purpose of which is to ensure all public agency actions are taken in the public's interest, apply to the Board. These laws include, but are not limited to, the Political Reform Act and Government Code section 1090 et. seq. Board members are encouraged to consult with District General Counsel for advice regarding such laws.

8-310.3 It is the policy of the District that Board members and District employees will maintain the highest standard of personal honesty and fairness in carrying out their duties.

8-410.4 Board members, in the performance of their official duties and responsibilities, will not discriminate against any person on the basis of race, religion, color, creed, age, marital status, national origin, ancestry, gender, sexual orientation, medical condition or disability. A Board member will not grant any special consideration, treatment or advantage to any person or group beyond that which is available to every other person or group in similar circumstances.

8-510.5 Except as specifically authorized, a Board member will not use or permit the use of District owned property for personal benefit or profit. A Board member shall not ask or require a District employee to perform services for the personal benefit or profit of a Board member or employee. Notwithstanding the foregoing, Board members are not prohibited from hiring District employees to perform services on said employees' own time outside of their District work hours. Each Board member must protect and properly use any District asset within his or her control, including information recorded on paper or in electronic form. Board members will safeguard District property, equipment, moneys and assets against unauthorized use or removal, as well as from loss due to criminal act or breach of trust.

10.6 Board Members are prohibited from soliciting political funds or contributions from District employees. The foregoing does not prohibit voluntary employee contributions. A Board member will not accept, solicit or direct a political contribution from vendors or consultants that have a material financial interest in a contract or other matter while that contract or other matter is pending before the District. A Director will not use the District's seal, trademark, stationery or other indicia of the District's

identity, or facsimile thereof, in any solicitation for political contributions contrary to state or federal law. A Board member will not include false or misleading information in a candidate's statement for a general District election filed pursuant to Section 13307 of the Election Code.

~~8.6~~10.7 -If a member of the Board believes that they may be disqualified from participation in the discussion, deliberations or vote on a particular matter due to a conflict of interest, the following procedure will be followed:

- A. If the Director becomes aware of the potential conflict of interest before the Board meeting at which the matter will be discussed or acted on, the Director will notify the General Manager of the potential conflict of interest, so that a determination can be made whether it is a disqualifying conflict or interest;
- B. If it is not possible for the Director to discuss the potential conflict with the General Manager before the meeting, or if the Director does not become aware of the potential conflict until during the meeting, the Director will immediately disclose the potential conflict during the Board meeting, so that there can be a determination whether it is a disqualifying conflict of interest; and
- A.C. Upon a determination that there is a disqualifying conflict of interest, the Director (1) will not participate in the discussion, deliberation or vote on the matter for which a conflict of interest exists, which will be so noted in the Board minutes, and (2) leave the room until after the discussion, vote and any other disposition of the matter is concluded, unless the matter has been placed on the portion of the agenda reserved for uncontested matters. The Director may speak on an uncontested matter during the time the general public speaks on the issue.

11. VIOLATION OF CONFLICT OF INTEREST AND ETHICAL GUIDELINES

The perceived violation of the conflict of interest and ethical guidelines by a Board member should be referred to the President of the Board or the full Board of Directors for investigation, and consideration of any appropriate action warranted. A violation of this policy may be addressed by the use of such remedies as are available by law to the District, including but not limited to: (a) adoption of a resolution expressing disapproval of the conduct of the Board member who has violated this policy, (b) injunctive relief, or (c) referral of the violation to District Counsel.

9-12. CORRESPONDENCE DISTRIBUTION POLICY

The following correspondence shall be electronically delivered to the Board of Directors or with the monthly agenda packet:

- A. All letters approved by the Board of Directors.
- B. All letters and other documents received by the MPWD that are of an MPWD-wide concern as determined by MPWD staff.
The MPWD General Manager shall establish a policy for receiving, processing, and distribution of MPWD correspondence.

~~10-13.~~ 13. EVALUATIONS

The MPWD's General Manager shall be evaluated annually, in accordance with the terms of the General Manager's employment agreement.

~~11-14.~~ 14. AMENDMENTS

These Rules may be suspended, amended or repealed at any Board of Directors' meeting by a majority of the members of the Board.



AGENDA ITEM NO. 8.D.

DATE: April 23, 2026
TO: Board of Directors
FROM: Alison Bell, Administrative Services Manager

SUBJECT: Select Day for District Photos

RECOMMENDATION

Discuss and confirm one mutually agreed upon date and select either the morning or afternoon to have Board headshots taken by a professional photographer.

FISCAL IMPACT:

None.

DISCUSSION:

The district is coordinating a professional photography session to update employee headshots, capture group photos, and obtain images of District facilities, including tanks and pump stations.

Board member participation is requested for updated headshots.

The following dates are available:

- June 3rd
- June 9th
- June 10th
- June 11th

To accommodate the photographer's schedule and the one-time setup required for headshots, all Board members must participate together on a single date. Individual scheduling will not be available. Board members are asked to review their calendars and collectively identify one date that works for the full Board. In addition, the Board will need to agree on either the morning or afternoon availability.

During the other portion of the day, the photographer will be mobile capturing images of District facilities and coordinating staff group photos.



AGENDA ITEM NO. 9.A.1

TO: Board of Directors
FROM: Kamiko Tsuchida, CPA, Eide Bailly Manager
DATE: April 23, 2026

SUBJECT: RECEIVE REPORT ON BUDGET PERFORMANCE AND FINANCIAL POSITION FOR MARCH 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. The Mid-Year budget was adopted at the February 26, 2026 Board Meeting.

DISCUSSION

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

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

- The net surplus from operations is \$3,422,941, an increase of \$1,637,001 as compared to the same period last year. The primary changes stem from water commodity charges that is \$1,337,896 higher than this time last year and fixed system charges which is \$970,086 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 \$724,502 due to the addition of the 2026 COPs.

- Purchased water is trending slightly lower compared to last year with a decrease of \$46,606 as compared to the same period. Professional services is running \$94,202 less than this time last year and maintenance and rehabilitation for the operating system is running \$34,072 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 \$10,571,718. This is 74.7% of budget.
- Fixed System Charges were \$3,641,382, which is 75.1% 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 \$936,877 as of March 31, 2026.
- Total Operating Revenue is \$14,418,860 which is 74.8% of budget. Total Non-Operating Revenue is \$1,744,532 which is 77% of the budget.
- Total Revenue is \$16,163,392 which is 75% of budget.
- Combined Salaries & Wages and Payroll Taxes & Benefits is \$3,064,388, which is 77.5% of budget.
- Purchased Water is \$4,865,826. Purchased Water cost for the year ended June 30, 2025, was \$4,912,432.
- Total Operating Expenditures were \$12,740,451, which is 69.1% 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 \$1,545,010 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 \$5,000,429, which is an increase of \$2,076,601 as compared to this time last year.
- Investments is \$12,020,429, a decrease of \$1,025,312 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 \$32,857,399 available to spend. Total cost of investments is \$23,764,423 invested in T-Bills and Bonds and \$9,092,976 in money market funds.
- Unrestricted Net Position was \$20,873,229 with Total Net Position of \$47,212,328.

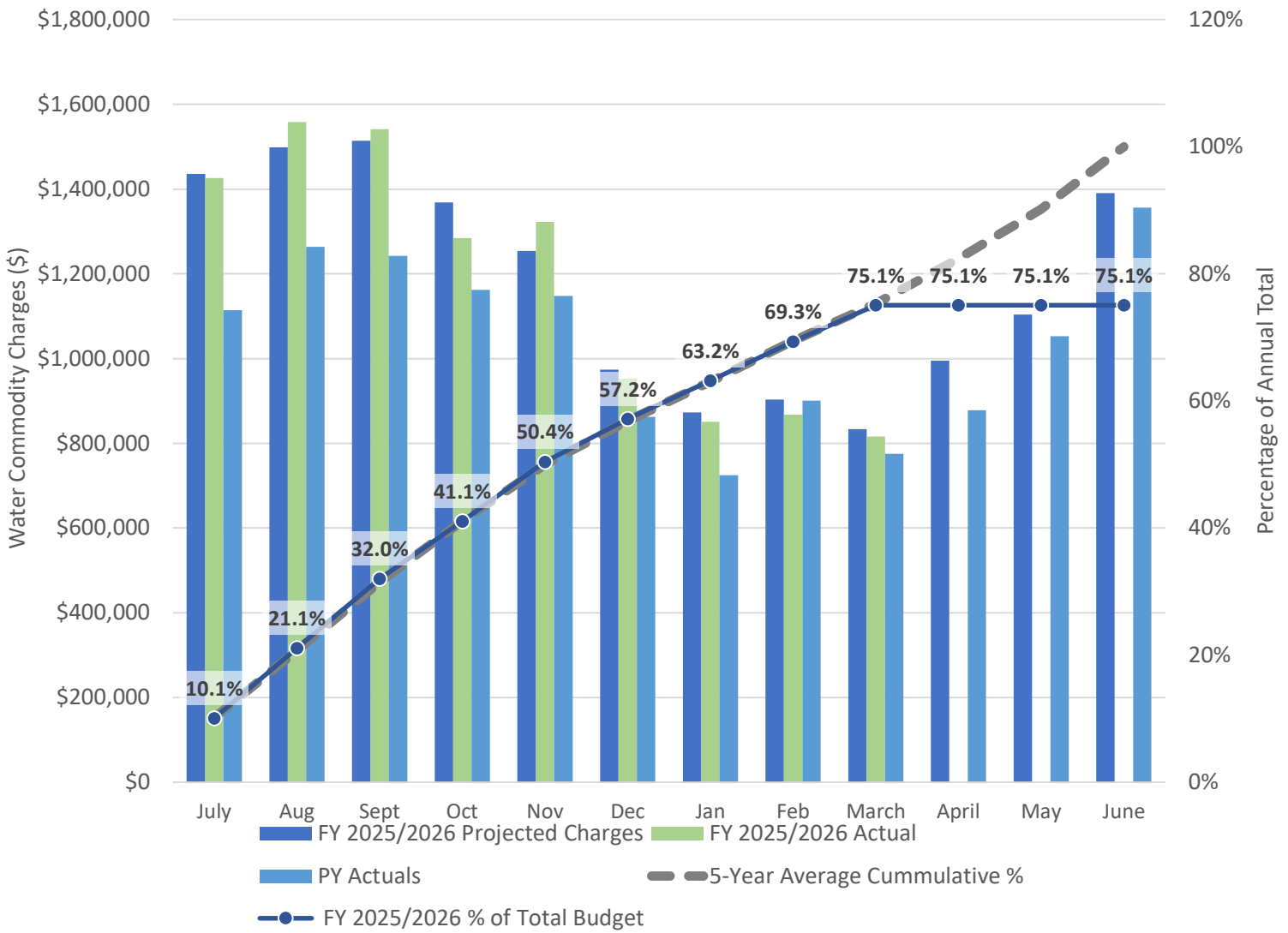
Attachments: Financial Reports

**MID-PENINSULA WATER DISTRICT
MONTHLY BUDGET REPORT-OPERATING
FOR THE 9 MONTHS ENDED MARCH 31, 2026
SUMMARY (UNAUDITED)**

Target 75.00%

DESCRIPTION	APPROVED FY 2025-26 MID-YEAR BUDGET	ACTUALS 7/1/2025- 3/31/2026	REMAINING BALANCE/ (OVER BUDGET)	Y-T-D % OF BUDGET
OPERATING REVENUE				
WATER COMMODITY CHARGES	14,144,000	10,571,718	3,572,282	74.7%
FIXED SYSTEM CHARGES	4,848,000	3,641,382	1,206,618	75.1%
FIRE SERVICE CHARGES	18,000	13,708	4,292	76.2%
MISC CUSTOMER ACCOUNT FEES	146,420	107,758	38,662	73.6%
SERVICE LINE & INSTALLATION CHARGES	100,000	79,295	20,705	79.3%
MISCELLANEOUS OPERATING	20,000	5,000	15,000	25.0%
TOTAL OPERATING REVENUE (SOURCES)	19,276,420	14,418,860	4,857,560	74.8%
WATER SYSTEM CAPACITY CHARGES	196,275	196,275	-	100.0%
PROPERTY TAX REVENUE	609,000	477,946	131,054	78.5%
LEASE OF PHYSICAL PROPERTY	168,000	115,708	52,292	68.9%
MISCELLANEOUS NON-OPERATING	10,000	15,327	(5,327)	153.3%
INTEREST REVENUE - PARS	75,000	29,403	45,597	39.2%
INTEREST REVENUE - LAIF	75,000	48,609	26,391	64.8%
INTEREST REVENUE - COP	724,000	527,108	196,892	72.8%
INTEREST REVENUE - US TREASURIES	53,000	305,235	(252,235)	575.9%
INTEREST REVENUE - SWEEP ACCOUNT	352,000	26,521	325,479	7.5%
LANDSCAPE PERMIT REVENUE	4,800	2,400	2,400	50.0%
TOTAL NON-OPERATING REVENUE (SOURCES)	2,267,075	1,744,532	522,543	77.0%
TOTAL REVENUE (SOURCES)	21,543,495	16,163,392	5,380,103	75.0%
OPERATING EXPENDITURES (USES)				
SALARIES & WAGES	2,779,000	2,093,418	685,582	75.3%
PAYROLL TAXES & BENEFITS	1,176,550	970,970	205,580	82.5%
PURCHASED WATER	7,128,000	4,865,826	2,262,174	68.3%
OUTREACH & EDUCATION	85,000	28,964	56,036	34.1%
M&R - OPS SYSTEM	717,000	439,757	277,243	61.3%
M&R - FACILITIES & EQUIPMENT	226,500	162,831	63,669	71.9%
SYSTEM SURVEYS	507,500	9,430	498,070	1.9%
ADMINISTRATION & EQUIPMENT	767,521	592,006	175,515	77.1%
MEMBERSHIP & GOV FEES	400,347	420,714	(20,367)	105.1%
BAD DEBT & CLAIMS	125	101	24	80.7%
UTILITIES	615,000	384,614	230,386	62.5%
PROFESSIONAL SERVICES	976,250	606,938	369,312	62.2%
TRAINING/TRAVEL & RECRUITMENT	76,000	49,578	26,422	65.2%
DEBT SERVICE	2,984,606	2,115,304	869,302	70.9%
TOTAL OPERATING EXPENDITURES (USES)	18,439,399	12,740,451	5,698,948	69.1%
NET SURPLUS/LOSS	3,104,096	3,422,941	(318,845)	
DEBT SERVICE COVERAGE	1.58	2.24		

Analysis of Water Commodity Charges



	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	1,435,763	1,425,869	10.1%
August	20.7%	10.6%	1,263,340	1,499,081	1,558,487	21.1%
September	31.5%	10.7%	1,242,910	1,514,082	1,541,323	32.0%
October	41.1%	9.7%	1,162,175	1,368,324	1,284,559	41.1%
November	50.0%	8.9%	1,148,035	1,254,192	1,322,249	50.4%
December	56.9%	6.9%	862,208	974,230	952,793	57.2%
January	63.1%	6.2%	725,006	872,807	851,479	63.2%
February	69.4%	6.4%	900,824	902,898	867,719	69.3%
March	75.3%	5.9%	775,011	832,979	815,622	75.1%
April	82.4%	7.0%	878,167	995,065	-	75.1%
May	90.2%	7.8%	1,052,701	1,104,137	-	75.1%
June	100.0%	9.8%	1,356,461	1,390,443	-	75.1%
TOTAL		100.0%	\$ 12,481,150	\$ 14,144,000	\$ 10,620,100	

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

<u>ASSETS</u>	<u>AS OF 3/31/2026</u>	<u>AS OF 3/31/2025</u>
Current Assets		
Cash and cash equivalents	\$ 5,000,429	\$ 2,923,828
Investments	12,020,429	13,045,741
Accounts receivable	3,158,271	2,642,029
Total Current Assets	20,253,857	18,695,586
Restricted cash with fiscal agent	33,772,983	1,083,595
Lease receivable	813,519	958,464
Construction in progress	4,834,742	9,643,778
Capital assets, net	37,368,626	29,585,790
Net OPEB asset	905,134	660,560
TOTAL ASSETS	\$ 97,948,861	\$ 60,627,773
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
LIABILITIES		
Current Liabilities		
Accounts payable	\$ 137,794	\$ 3,610
Accrued expenses	51,528	55,122
Customer Deposits	14,500	-
Current portion of long-term debt	1,239,182	544,670
Total Current Liabilities	1,443,004	603,402
Noncurrent Liabilities		
Compensated absences	379,462	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	49,163,460	16,572,958
TOTAL LIABILITIES	50,606,464	17,176,360
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
NET POSITION		
Net investment in capital assets	\$ 26,339,099	\$ 13,264,891
Unrestricted	20,873,229	30,418,364
TOTAL NET POSITION	\$ 47,212,328	\$ 43,683,255

*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 9 MONTHS ENDED MARCH 31, 2026
SUMMARY (UNAUDITED)**

Target 75.00%

DESCRIPTION	APPROVED FY 2025-26 MID-YEAR BUDGET	ACTUALS 7/1/2025- 3/31/2026	REMAINING BALANCE/ (OVER BUDGET)	Y-T-D % OF BUDGET
CAPITAL ASSETS				
Capital Equipment	\$ 46,000	\$ -	\$ 46,000	-
24" Main Air Valve Install	50,000	-	50,000	-
TOTAL CAPITAL ASSET	96,000	-	96,000	-
CAPITAL PROJECTS - PAYGO				
	-	-	-	-
CIP 105-1621 Old Country WMR	-	71,828	(71,828)	0.0%
CIP 20-07 Harbor Blvd	-	113	(113)	0.0%
CIP 21-01 Dekoven Tank Util/Lincoln/Newlands/Oak Kn	2,439,155	2,246,804	192,351	92.1%
CIP 24-08 Exbourne West Tank Recoating	991,800	46,496	945,304	4.7%
CIP 24-09 Hallmark North Tank Recoating	45,355	4,077	41,278	9.0%
CIP 24-10 West Belmont North Tank Recoating	217,700	46,496	171,204	21.4%
CIP 15-68/15-48 Lower Notre Dame Ave/ Willow Lane/Oak Knoll Cross Country WMI*	294,876	80,662	214,214	27.4%
Cathodic Protection	50,000	-	-	-
Other Projects (Not Yet Identified)	205,124	-	205,124	-
TOTAL CAPITAL PROJECTS - PAYGO	4,244,010	2,496,475	1,697,535	58.8%
CAPITAL PROJECTS - DEBT FINANCING				
CIP 20-09 Dairy Lane Operations Center Rehabilitation - Architect	1,085,120	9,890	1,075,230	0.9%
CIP 20-10 Dairy Lane Operations Center Rehabilitation - Construction	-	-	-	-
CIP 24-07 Folger Property Improvements	5,600,000	171,174	5,428,826	3.1%
CIP 15-89 Dekoven Tanks Replacement	7,590,000	45,334	7,544,666	0.6%
CIP 15-72b SR 101 Crossing at PAMF Hospital - Phase 2	2,765,000	47,113	2,717,887	1.7%
TOTAL CAPITAL PROJECTS - DEBT FINANCING	17,040,120	273,511	16,766,609	1.6%
TOTAL CAPITAL PROJECTS	21,284,130	2,769,986	18,464,144	13.0%
TOTAL CAPITAL	21,380,130	2,769,986	18,560,144	13.0%

**MID-PENINSULA WATER DISTRICT
INVESTMENT & RESERVES REPORT (UNAUDITED)
AS OF MARCH 31, 2026**

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	n/a
Umpqua Credit Card	Cash	150,000	150,000	-	n/a	n/a	n/a	n/a
Wells Fargo & XBP	Cash	2,404,273	2,404,273	26,521	3.66%	n/a	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 608,362	608,362	29,403	10.80% ++	n/a	0	
PARS - OPEB	** Money Market Funds	A 4,548,294	4,548,294	143,795	10.80% ++	n/a	0	
Zions	Money Market Funds	5,082,401	5,082,401		3.31%	n/a	0	
	US Treasury Notes	3,630,783	3,616,178		4.87%	4/30/2026	30	
	US Treasury Notes	1,659,272	1,675,060		1.14%	10/31/2026	214	
	US Treasury Notes	1,659,988	1,646,791		4.11%	10/31/2027	579	
	Total Zions	<u>12,032,443</u>	<u>12,020,429</u>	<u>201,640</u>				
BNY - Reserve	* Money Market Funds - 761	207,428	207,428		3.52%	n/a	0	
	* Money Market Funds - 572	7,277	7,277		3.42%	n/a	0	
BNY - Project	Money Market Funds	9,092,976	9,092,976		3.42%	n/a	0	
	US Treasury Notes	1,613,194	1,661,071		0.75%	4/30/2026	30	
	US Treasury Notes	1,620,452	1,668,548		0.75%	5/31/2026	61	
	US Treasury Notes	1,616,380	1,662,198		0.88%	6/30/2026	91	
	US Treasury Notes	15,458,032	15,495,308		0.52% - 4.37%	FY 2027	Various	
	US Treasury Notes	1,336,304	1,368,140		0.39% - 3.52%	FY 2028	Various	
	US Treasury Notes	1,184,618	1,200,892		1.07% - 4.75%	FY 2029	Various	
	US Treasury Notes	368,026	368,063		3.87% - 3.98%	FY 2030	Various	
	Strips	214,501	121,985		3.957% - 4.018%	FY 2029	Various	
	Strips	209,863	218,219		3.964% - 4.044%	FY 2030	Various	
	Total BNY - Project	<u>32,714,348</u>	<u>32,857,399</u>	<u>518,303</u>				
	Total Cash and investments	<u>\$ 54,901,675</u>	<u>\$ 55,032,712</u>	<u>\$ 969,982</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	\$ 9,219,700	\$ 9,219,700	100.00%	50% of annual fiscal year budgeted expenditures
2	Capital Reserve	8,000,000	7,591,528	94.89%	Fixed amount
3	a IRC 115 Irrevocable Trust - Pension	555,222	608,362	109.57%	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	4,548,294	130.12%	
4	Rate Stabilization Reserves	1,200,000	-	0.00%	Fixed amount or \$500,000 if no bonds are outstanding
n/a	Project Funding	-	32,857,399	n/a	
n/a	Reserve for debt service	1,795,600	207,428	11.55%	Amount based on next scheduled debt service.
	Total Reserves	<u>\$ 24,266,025</u>	<u>\$ 55,032,711</u>	226.79%	

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: April 23, 2026
TO: Board of Directors
FROM: Joubin Pakpour, PE – District Engineer
SUBJECT: District Engineer Update

Dekoven, Lincoln, Newlands & Oak Knoll Water Main Improvements (15-09 & 15-19)

The project was placed on hold until warmer weather could allow for the placement of slurry seal on the pavement, which was the last item of work. The slurry seal was placed on April 7th and striping is scheduled for this week. Once this work is complete a final punch list walk through will be conducted. We anticipate acceptance by the board at the May meeting.

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

Design is underway, with 65% submittal scheduled at end of this month. 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)

Phase II was split into 2 separate phases so it can be constructed ahead of the City of San Carlos's sewer project. A notice to proceed to our consultant, West Yost, was issued last month after approval of their additional budget request by the board at the March meeting. Phase II is scheduled to start construction in late fall 2026. During the last two weeks and updated encroachment permit application has been submitted to the City of San Carlos along with an updated project application to State Division of Drinking Water (DDW)

Dekoven Tanks Replacement (15-89)

The project is under design, with an anticipated start date of winter 2027. Last week we met onsite with the antenna lessee to discuss the relocation of the existing antennas which are attached to the tanks.

Transmission Water Main Assessment (20-05)

We conducted interviews with an additional consultant to perform the inspection and assessment of the Hillcrest transmission water main, after which a selection was made. We anticipate presenting their contract to the Board for approval in May.

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

The contractor elected not to provide a progress payment this month. Work for the past three weeks includes sandblasting the interior of Exbourne (W) tank. We received several noise complaints from surrounding neighbors and worked with the contractor to further mitigate equipment noise immitted during work hours.

As mentioned at last month's board meeting, severe corrosion was found on rafters of the Exbourne (W) tank after removing the coating. This corrosion was not visible until the coating was removed. We requested the structural engineer to visit the site last week and provide repair recommendations. The contractor provided a cost proposal based on the repair recommendations from the structural engineer. We also asked for and received a cost proposal from the contractor to replace all 33 rafters. The cost (rounded) to repair the rafters was \$180k and would take 45 working days and the replacement option would cost \$205k and take 25 working days. We held a meeting with the entirety of the project team, including the contractor, structural engineer, district engineer and district operation/management staff. After evaluating both available options, it was determined that replacing the rafters provides the District with the most effective combination of short-term risk mitigation and long-term cost savings. The contractor was notified of the district's decision, and they are proceeding with ordering the material to replace the rafters.

We are currently preparing a full summary memo detailing the timeline and both construction and inspection.

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:** 04/22/26
Attn: Kat Wuelfing **Project No.:** 10012.30
Project Name: West Belmont (N), Exbourne (W) Water Tank Replacement
Reference: Exbourne (W) Rafter Assessment - **DRAFT**
From: Hamed Khatibi, EIT

Introduction / Background

Following is a summary of the observed conditions, key field events, and engineering evaluation related to Exbourne's (W) roof rafters. Following Euro Style Management's (ESM) inspection blast (sandblasting operation) of the interior roof, we observed rafter deterioration showing significant metal loss and corrosion underneath the existing coating. This led to initiating a structural assessment and development of two remediation options: repair or replacement. The do nothing alternative would lead to roof tank failure in the near future. This document also presents a cost comparison, including both construction and associated professional service fees, to support decision-making.

Chronology

- 02/23/26 – ESM installed scaffolding within Exbourne (W). ESM completed installation on 02/27/26.
- 03/02/26 – ESM mobilized the sandblasting equipment.
- 03/16/26 – ESM began the interior inspection blast of the roof and rafters under the inspection of our special coating inspector (CSI).
- 03/18/26 – ESM/CSI notified District Inspector, Hamed Khatibi regarding the rafters poor condition after sandblasting.
- 03/19/26 – PCG requested our structural engineer, ZFA Structural Engineers (ZFA) to visit the site and assess the rafter conditions. They observed:
 1. All rafter ends at the center column support show signs of corrosion at the top and bottom flanges at their bearing support.
 2. Approximately 90% of the rafter bottom flanges within the first 8 ft of the center column exhibit significant corrosion. They will either require repair or analysis to justify their reduced cross section on a case-by-case basis.
 3. Approximately 90% of the rafter webs near the center column have holes and/or

significant signs of corrosion at their support. The damage lengths are highly variable. These locations require either repair or analysis to justify their reduced cross section on a case-by-case basis.

4. Approximately 90% of the rafter bottom flanges at the tank shell exhibit corrosion and steel loss within the outer 1/3 of their span.
 5. Approximately 50% of the rafter webs at the tank shell have reduced cross sections from corrosion. These locations require either repair or analysis to justify their reduced cross section on a case-by-case basis.
 6. Two rafters have significantly reduced web cross sections with holes larger than 1-inch at the outer 1/3 of their span. These require repair.
 7. Approximately 90% of the rafter top/bottom flanges have severe signs of corrosion at or near the X-bracing connections in the middle 1/3 of their span. These require repair.
 8. The X-bracing members in each rafter bay, approximately 15'-0" from the tank shell, have reduced cross sections of varying severity as well. These require repairs or replacement.
 9. All rafter webs have reduced cross sections in the middle 1/3 of their span. Because this is a low-stress location, this likely does not require repair however would require analysis or it can be repaired.
 10. The top flange of one rafter exhibited buckling at two locations. This condition should be repaired.
 11. The center column has a reduced cross section in the top 30 inches. This location should be repaired or analyzed to justify the reduced cross section.
 12. At all locations requiring repair, welding steel plates to the deteriorated member would be the anticipated method of repair.
- 03/23/26 – ESM continued sandblasting and we coordinated a second visit from ZFA to conduct a more rigorous rafter assessment.
 - 03/31/26 – ESM submitted a rafter replacement cost estimate for \$202,670.
 - 04/01/26 – ZFA developed a rafter repair plan and requested ESM to provide a cost estimate.
 - 04/07/26 – ESM submitted a rafter repair cost estimate for \$171,500.

- 04/14/26 – The District held a meeting with ESM to discuss replacement vs repairs. The following individuals were present:

Kat Wuelfing – MPWD General Manager	Hamed Khatibi – District Inspector
Sarah Scheidt – MPWD Operations Manager	Chris Meade – ZFA Structural
Michael Anderson – MPWD Superintendent	Nicole Go – ZFA Structural
Joubin Pakpour, PE – District Engineer	Alex Bugriyev – ESM Manager
Brandon Laurie – PCG Project Manager	Alan Bugriyev – ESM Project Manager

Following the meeting with the contractor and Alex and Alan dropped off the call, the District team continued to meet to decide on a path forward, which are summarized in the conclusion section below.

Repair vs Replacement – Comparative Evaluation Matrix

Category	Rafter Repair	Rafter Replacement
Construction Scope	Localized rafter repairs (flanges, webs, columns, X-bracing, bearing plates)	Replace all 33 rafters and X-bracing, repair center column and bearing supports
Construction Cost	\$171,500	\$202,670
Schedule Impact	40 additional days	25 additional days
Inspection Needs	Extensive testing, weld inspections, continuous verification	Standard QC inspection for new installation
Estimated Inspection Cost	High	Moderate
Construction Complexity	High (multiple localized repairs)	Moderate (more systematic and repetitive)
Unknown Conditions Risk	High (hidden corrosion likely)	Low
Additional Change Order Potential	High	Low
Quality Control Difficulty	Difficult (many repair spots)	Easy (controlled installation)
Structural Reliability	Moderate (depends on repair quality)	High (new structural system)
Service Life Extension	Medium	High (near full structure reset)
Future Maintenance Costs	High (likely additional repairs)	Low (minimal near-term maintenance)
Coating & Corrosion Protection	Localized (cannot coat rafter top/roof above)	Full access (entire rafter/roof coated)

Cost Comparison – Additional Professional Services

Rafter Repair Budget (40 days)

TASK DESCRIPTION	Pakpour Consulting Group Roles, Rates, & Hours				TOTAL
	District Engineer	Senior Engineer	Assistant Engineer	Public Works Inspector	
	\$ 280	\$ 240	\$ 170	\$ 185	
1.0 Inspection / Office Engineer	4	20	0	280	304
2.0 Record Drawings	0	4	8	0	12
TOTAL HOURS	4	24	8	280	316
DIRECT LABOR COST	\$ 1,120	\$ 5,760	\$ 1,360	\$ 51,800	\$ 60,040
5% Direct Expense Fee (Mileage, Copies, Plots, etc.)					\$ 3,002
SUBTOTAL - DIRECT LABOR AND EXPENSE FEE					\$ 63,042
SUBCONSULTANTS AND FEES (Markup Included)					
ZFA - Structural Engineer					\$ 22,000
Certerra (CSI) - Special Inspection - Coating					\$ 26,000
BSK Associates - Special Inspection - Welding					\$ 11,000
SUBTOTAL - SUBCONSULTANT FEES					\$ 59,000
TOTAL BUDGET					\$ 122,042
TOTAL BUDGET (ROUNDED)					\$ 122,100

Rafter Replacement Budget (25 days)

TASK DESCRIPTION	Pakpour Consulting Group Roles, Rates, & Hours				TOTAL
	District Engineer	Senior Engineer	Assistant Engineer	Public Works Inspector	
	\$ 280	\$ 240	\$ 170	\$ 185	
1.0 Inspection / Office Engineer	4	15	0	160	179
2.0 Record Drawings	0	4	8	0	12
TOTAL HOURS	4	19	8	160	191
DIRECT LABOR COST	\$ 1,120	\$ 4,560	\$ 1,360	\$ 29,600	\$ 36,640
5% Direct Expense Fee (Mileage, Copies, Plots, etc.)					\$ 1,832
SUBTOTAL - DIRECT LABOR AND EXPENSE FEE					\$ 38,472
SUBCONSULTANTS AND FEES (Markup Included)					
ZFA - Structural Engineer					\$ 19,800
Certerra (CSI) - Special Inspection - Coating					\$ 26,000
BSK Associates - Special Inspection - Welding					\$ 5,500
SUBTOTAL - SUBCONSULTANT FEES					\$ 51,300
TOTAL BUDGET					\$ 89,772
TOTAL BUDGET (ROUNDED)					\$ 89,800

The higher professional service cost associated with the repair option is primarily due to the increased level of effort required for inspection, verification, and coordination of multiple localized repairs, as well as the higher likelihood of field adjustments. The costs above are estimated and shown to facilitate a level of magnitude comparison and may require adjustment to capture actual fees received.

Total Cost Summary

Description	Rafter Repair	Rafter Replacement
Construction Cost (ESM)	\$171,500	\$202,670
Professional Services	\$122,100	\$89,800
Total Cost	\$293,600	\$292,470

Why are we seeing so much corrosion and coating deficiencies?

The tank is only 20 years old, we should not be seeing this level of corrosion. At the same time of trying to find a solution, we explored why this level of corrosion was happening. We worked with the coating inspector who offered the following possible coating failure reasons which led to expedited rafter corrosion:

- Failures observed are consistent with inadequate surface preparation..
- Poor coating thickness and coverage on rafter edges and angles caused by the coating pulling away from edges during cure.
- The stripe coat may not have been performed. This is a secondary coating operation to capture critical coating areas.
- The coating may have separated from the steel and the substrate was subject to moisture leading to non-visible under-film corrosion.

Bottom line, it appears corrosion on this tank started on day one after the original construction was completed, due to failures during the application of the coating and inadequate inspection.

Conclusion

During the April 14th meeting District staff weighed the two options. Both rafter repair and replacement options are technically feasible. While the repair option offers a lower initial construction cost, it requires a longer duration, significantly higher professional service effort due to the complexity of localized repairs, increased inspection requirements, and higher risk due to uncertainty of existing conditions. The replacement option, although higher in upfront construction costs, results in a shorter schedule, reduced inspection and coordination effort, and lower overall project risk.

When considering total project cost, the replacement option is slightly more economical and provides improved structural reliability and long-term performance. Accordingly, the rafter replacement option is considered the more favorable approach from a cost, schedule, and lifecycle perspective. Based on the above information we concluded on April 14th that the rafter replacement option is the best path forward.



AGENDA ITEM NO. 9.A.3

TO: Board of Directors
FROM: Alison Bell, Administrative Services Manager
DATE: April 23, 2026

ADMINISTRATIVE SERVICES MANAGER'S REPORT

April

Compensation Study

We are initiating a compensation study with Wendi Brown & Associates (WBCP), with the District's last study having been completed in 2018. In preparation for upcoming negotiations, this study will provide updated market data and a comprehensive analysis of classifications, salaries, and benefits to ensure the District remains competitive and aligned with comparable agencies. WBCP specializes in public sector classification and compensation studies, utilizing customized data collection and detailed analysis to support informed decision-making.

This effort will help establish clear parameters for negotiations and support the District in attracting and retaining a qualified workforce while maintaining fiscal responsibility.

Administrative Professional Appreciate Day!

In recognition of Administrative Professionals Day, the District will take time to celebrate and acknowledge the important contributions of our administrative staff. Their work plays a critical role in supporting daily operations, ensuring district wide efficiency, and providing consistent service to both internal teams and the public.

The District will express its appreciation with a lunch on April 22nd. It's meaningful opportunity to thank staff for their ongoing commitment and the vital role they play in the District's success.

Civic Plus

Training for CivicPlus has been exceptionally positive and continues to exceed expectations. The trainers demonstrate a strong depth of knowledge of the platform, and the training program itself is thoughtfully structured in a way that makes learning a new system both approachable and manageable for staff.

While the standard onboarding timeline for the platform is approximately 14 months, the District has elected to pursue an accelerated implementation schedule, set to complete within 6 months. Although this approach is more ambitious than typical district, the clear organization of the training modules and user-friendly design has made this expedited timeline both feasible and practical.

Based on the progress to date, I am confident that staff will successfully complete the onboarding process within this condensed timeframe.

ACWA JPIA Webinars

I was able to virtually attend a Worker's Comp update and refresher led by ACWA JPIA. These webinars are geared towards updating members on new rules and procedures for all District's to follow allowing for consistency.

I also attend the "Hot Java and HR" session which takes place once every 1-2 months depending on needs and topics. This is one of my most beneficial opportunities to connect with other HR professionals from Special Districts. This month, the session focused on Navigating Workers' Compensation and Employment Practices Scenarios.

Monthly Meeting with the Employee Association

My monthly meetings with the Employee Association continue to be productive and beneficial. I provide the EA with a more in-depth understanding of board documents and discussions, and they present to me any questions that employees may have. We started the conversation about negotiations since we are about a year out. This will be these specific employees first time sitting at a table so I agreed to walk them through the process prior to the first meeting so they understand what will be expected.

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	265	30	0	0	4	1	4	2
March	236	38	0	0	3	2	6	0
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: April 23, 2026

OPERATIONS MANAGER REPORT

Key Activities Since March Meeting

Projects:

- The Folger Dr. EOC - 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 April 2026.
- Dairy Lane Rehabilitation - Noll and Tam continue to work through the design process for the Dairy Ln reconstruction project. Ongoing discussions with the City of Belmont regarding the pending planning permit package dictate the need for land surveying services to create a boundary survey and easement analysis to define the parcel via creation of a Record Survey Map as required by the Professional Land Surveyor's Act. BKF performed the survey on April 6, 2026, and we are awaiting the associated deliverables.

Romig Engineers conducted additional subsurface investigation on April 10, 2026, at 2 Locations: 1) Outside the building and 2) Area close to the fuel tanks (see attached photos), to develop a new set of geotechnical recommendations for the current project. Depending on the outcome of the exploration, it may be recommended to support the new building on a deeper foundation.

Cocconi Electric completed their work on April 7, 2026, for Electrical Power Source Tracing including a comprehensive field investigation of the existing electrical distribution system. This work was needed to document the existing electrical system to finalize the Electrical Plans for the rehabilitation project.

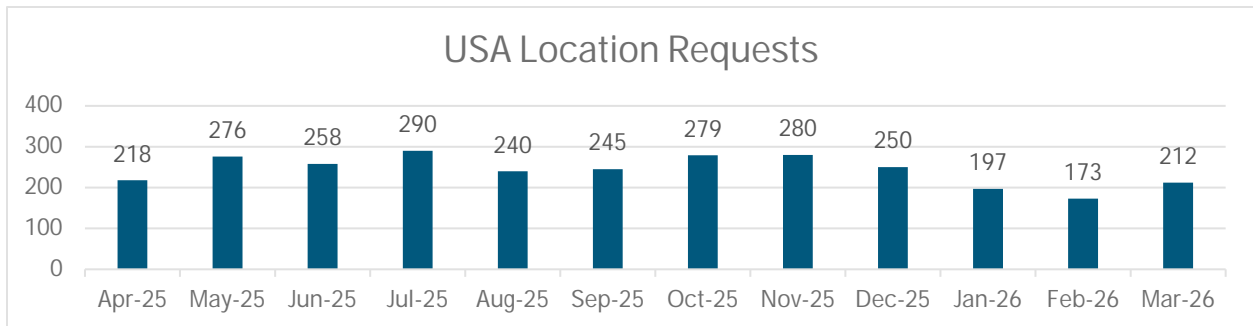
Vista Environmental Engineering completed a Pre-Renovation Hazardous Materials Survey on April 3, 2026, and are developing the report and associated Hazardous Materials Remediation Specifications.

- Dekoven, Lincoln, Newlands, and Oak Knoll Water Main Improvement Project - KJ Woods completed the majority of slurry sealing and will complete striping during April. Project close-out will occur shortly after these, and other punch-list items are completed.
- 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 a scope and budget request are presented in the March Board meeting to account for the changes since the original alignment was designed.
- West Belmont (North) and Exbourne (West) Tank Recoating Project – The Notice to Proceed to Eurostyle Management on February 20, 2026. Work began in March with the sand-blasting of the Exbourne (W) tank interior and revealed significant corrosion on all 33 steel rafters. A separate item will be brought to the Board to increase the contingency for the project to allow for the repair/replacement work to occur.
- Dekoven Tanks Replacement – Staff is working with external council on efforts to coordinate the removal of the existing cell tower from our tank and facilitate temporary relocation to allow for demolition and construction. A site walk was conducted with T-Mobile and Crown Castle on April 15, 2026. Staff are also working with T-Mobile/Crown to evaluate a request by the San Mateo Consolidated Fire Department and Belmont PD to co-locate their radio equipment on the permanent cell tower structure, which will be considered for placement once our project is complete. (See attached photo)

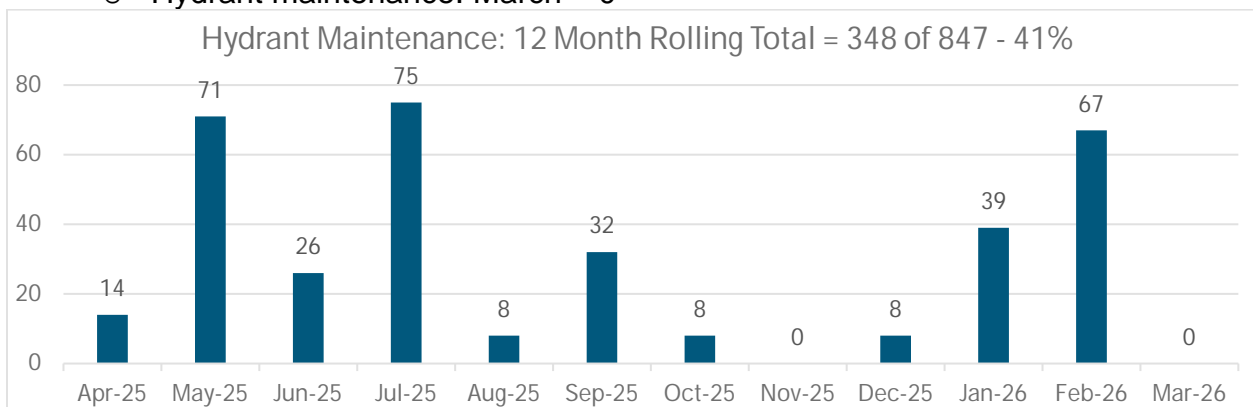
Operations and Maintenance:

- Eric Perez was promoted to Lead Operator effective March 17, 2026. This move reflects his significant contributions to the MPWD team, particularly his recent contributions to fleet maintenance / system repairs / parts inventory and system facility cross-training. Eric will be the lead for vehicle and large equipment maintenance, permit tracking, SCADA and system facility cross-training and SOP development.
- Staff is working with Cal Water on various intertie projects that are currently in the pre-design stage. Operations Manager and Superintendent met with CalWater at their headquarters in March to discuss updating all of the existing intertie agreements, which are very old and inconsistent. CalWater provided an Intertie Agreement template for District staff to review and provide feedback.

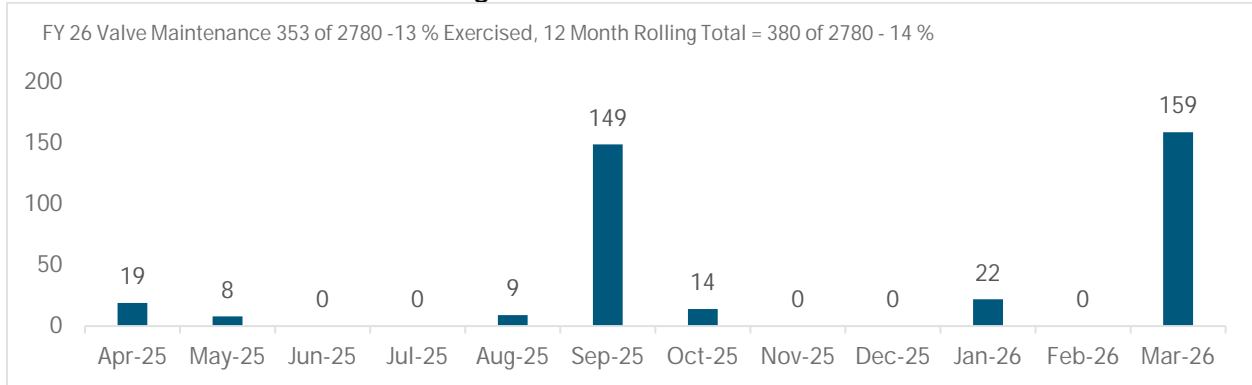
- OM continues with bi-monthly team meetings with Operations staff at the Dairy Ln. site, occurring every other Tuesday morning at 0700. The meetings have been well received.
- Staff completed the following operations / maintenance tasks:
 - Service Leak Repair – 1611 Clee St. – 3/23/26
 - Repaired hydrant at Ralston and Villa – 3/24/26
 - 1” Service Upgrade – 403 Briarfield – 3/25/26
 - Sidewalk repair work on Alden St – 3/3/26
 - Main break repair – 2600 block - Monte Cresta – 3/1/26
 - Main break repair – 1000 block – Maywood – 3/11/26
 - Flushed 27 dead end water lines
 - 20 residential meters tested for accuracy
 - Meters replaced: 20 Meters, Meter registers replaced: 5, Meter transmitters replaced: 44
 - 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 212 underground service alerts (USA) location requests. Running 12-month location requests total is 2,918 an average of 243 per month.



- Hydrant maintenance: March = 0



o Valves exercised during the month: March = 159



System Repairs:

Date	Location	Event	Material	Installation Date	Estimated Water Loss (Gals.)
3/1/26	2600 block - Monte Cresta	Split	6" Cast Iron	1958	20,000 Gals
3/11/26	1000 block - Maywood	Split	6" Cast Iron	1954	30,000 Gals
3/23/26	1611 Clee St	Pin Hole	1" plastic	1970	100 Gals

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 reviewed and approved submittals for construction of the "Belmont Family Apartments", a 125-unit multi-family 100% affordable housing complex. The contractor will begin underground construction towards the end of March.

678 Ralston: District Engineer is currently reviewing a second submittal from this project, which is a multi-family, affordable residential building. This development is near the intersection of Ralston and Old County Rd near Wendy's.

City of Belmont San Juan Pump Station: 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. On March 5, 2026, the District Engineer and Operations Superintendent met with Schaaf and Wheeler and the City of Belmont staff to discuss the 95% plans for the San Juan Sanitary Sewer Pump Station and Force Main

Project. The majority of discussions were regarding minimum separation requirements and processes for shutdowns or depressurizing the water main during construction.

Administration:

- MPWD Superintendent, Michael Anderson, and the Operations Manager participated in a Green Academy Symposium on March 25, 2026, at Woodside High School. The Green Academy is a small learning environment targeting at-promise students on the WHS campus. The students take 4 classes within the program, including English, Social Studies, Science, and various Career Tech Ed courses, such as Plant & Soil Science, Water: California's Liquid Gold, and Sustainable Design. Starting as sophomores, the students remain in the program through their senior year. The students had been in the program for about 6 months, and this event was set up with career professionals to show them some of the opportunities in this growing and exciting field. We spoke with three groups of 4-5 students about our careers in the water industry, educational background, and pros/cons of the field. Some of the thank-you notes we received from the students are attached as a photo to this report.
- Several staff including the Water Resources Coordinator, Superintendent, one Operations Lead, one Maintenance Technician, and one Operator attended the American Water Works Association Conference of the West April 7-9th, in San Diego CA.
- 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. The draft RRA was submitted for review in February. Fryer and Laureta held an RRA workshop for staff on March 25, 2026. Staff are currently reviewing the report to provide comments for the final report.
- Staff attended three Safety/Rap Session and received training on Tank Fumes, Scaffold Safety, and Spring Safety. MPWD and Purissima Hills staff attended confined space entry certification training through Enviro SafeTech at Dairy Lane on March 31. A few photo highlights are attached to this report.
- Staff participated in weekly calls with District Engineer, GM, and Operations Supervisor on District matters and projects.
- The OM, GM, and Directors Vella and Cotten attended the March HIA meeting and received a report regarding self-driving vehicle lease space needs.
- Staff submitted the draft sections for the Local Hazard Management Plan, Local Annex, for inclusion the Countywide Plan. The County has reviewed our draft and proposed draft revisions, which are currently being reviewed by staff.

Regional Water System:

SFPUC's March hydrologic conditions report indicates the following key points:

- In March, Upcountry reservoirs saw multiple weeks of elevated inflows and rapid decline in watershed snowpack, prompting unusually early reservoir storage increases. The picture below shows the releases from Hetch Hetchy during the peak day of release in late March.



- The demand for SF RWS supplies increased significantly in March due to the warmer temps in the service area. The average March delivery rate was 198 MGD which is an 17.2% increase compared to the February delivery rate of 169 MGD.

- The month of March was dry, yet we did get rain during a few storms in April (and even snow in the Hetchy watershed) –

so April appears to be starting well from a precip perspective. Cumulative Precipitation to Date: The cumulative six-station precipitation index for Water Year (WY) 2026 is 24.15 inches, which is 93% of the median to-date. The Hetch Hetchy Weather Station received 0.88 inches of precipitation in March resulting in a total of 23.88 inches for WY 2026, or 87% of the WY median to-date. The cumulative WY 2026 Hetch Hetchy Weather Station precipitation is shown in Figure 1 in red.

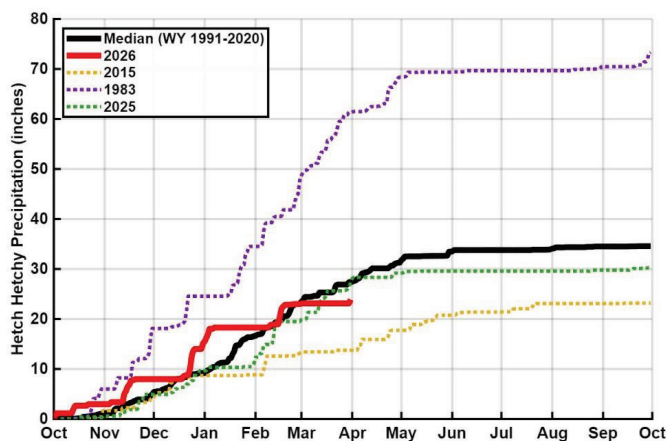
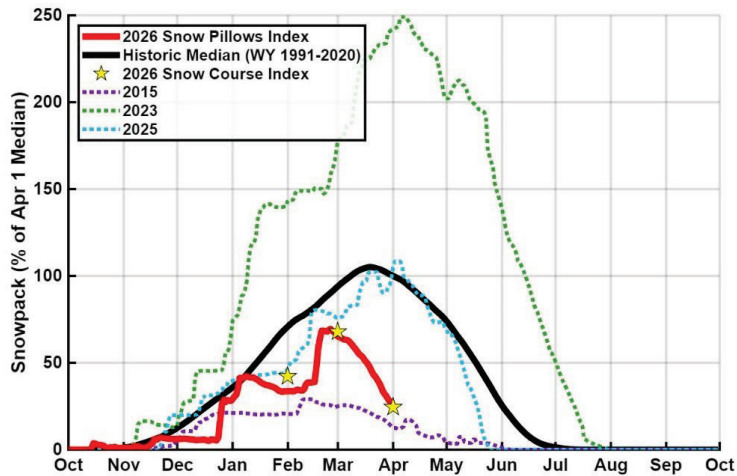


Figure 1: Water Year 2026 cumulative precipitation measured at Hetch Hetchy Weather Station as of April 1. Median cumulative precipitation measured at Hetch Hetchy Weather Station and example wet and dry years are included with Water Year 2025 for comparison purposes.

- Storage conditions are excellent, so even given the higher water use and early snow melt our supplies remain robust as we continue into the water year.
- Figure 2: Current water year 10-Station Snow Pillows Index as of April 1 (red line below), based on real-time snow water equivalent measurements in the Tuolumne Basin. Historic median, wet and dry years, and previous water year are included for comparison purposes.



Project Photos:

Dairy Lane Soil Sample Bore Work on 4/10/26

Location 2 – Close to fuel tanks



Dekoven Tank T-Mobile Cell Tower – existing:



WHS Thank you Mid-Peninsula Water District!

Thank you Sarah and Michael!

Thank you for taking time out of your day to talk to us and inform us about your job. -Natalia Lopez

Thank you so much for taking the time to meet with us and share information about MPWD. It was very interesting to learn more about how you work with our community and ensure that our water remains safe. We really appreciate the insight and effort you put into your work.- Maya J



Thank you sarah and michael for taking time out of your busy week. I appreciated all the information about your job. Megan P

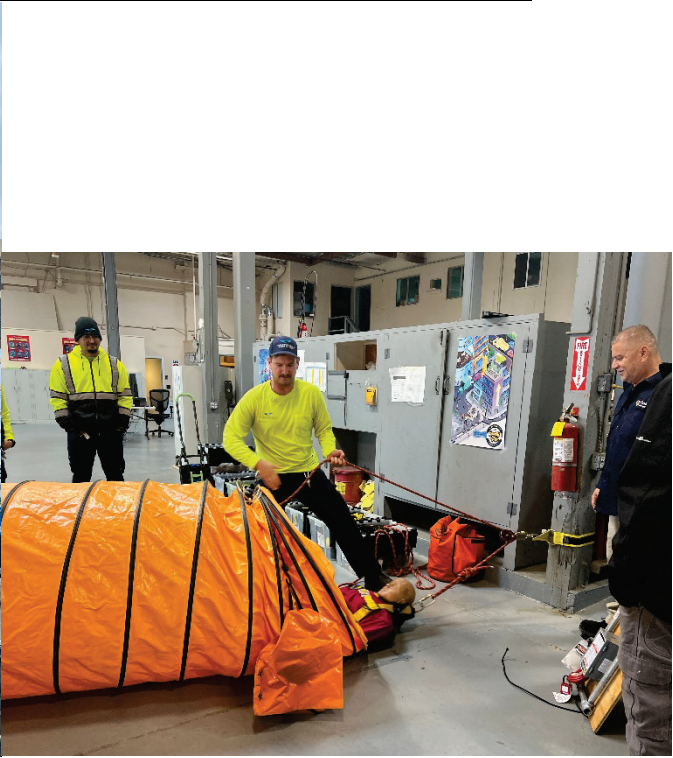
I am very grateful for the time you have taken to help us learn about the MPWD. I learned a lot about what kind of work you all do and how it can be refreshing to help the community and have a stable job. - Moises L.

Thank You Sarah and Michael for keeping our water safe and teaching us about your profession. -Hector Cortez

Thank you so much for taking time out of your day to help provide information about your work . I learned about how your work relates to the environment and the comfortability you have in your life. I found the traits you specified to be very helpful when envisioning the kind of person who would benefit from your career. - Zoe F.

WHS Green Academy, Class of 2028

Confined Space Certification Training March 31, 2026:







AGENDA ITEM NO. 9.A.5.

TO: Board of Directors
FROM: Kathryn Wuelfing, General Manager
DATE: March 26, 2026

GENERAL MANAGER'S REPORT

Key Activities Since March Meeting

- **BAWSCA Annual Survey** – BAWSCA released its annual survey for 2024/2025, available here: <https://bawasca.org/water/supply/survey>. This document is a wealth of data, documenting the water supply and demand, demographics, and other system data for each of the 26 BAWSCA member agencies. It highlights the diversity between all of our partner agencies, and is a very helpful reference document.
- **SFPUC Water Supply Availability Letter** – SFPUC issued a water supply availability update letter on April 14th (attached). Per the letter, precipitation at Hetch Hetchy has been consistent with the median of past perception, however snowpack is approximately 25% of the historical median. Reservoir storages are well above where they typically are this time of year, and SFPUC expects to fill the system by the end of May 2026. The letter concludes that "Though we continue to be in a solid position for water supply this year, as always, we appreciate the continued efforts of our customers to encourage water conservation in their service areas."The logo for Hetch Hetchy Regional Water System features a stylized blue and green wave graphic to the left of the text "Hetch Hetchy Regional Water System" in a sans-serif font, with "Services of the San Francisco Public Utilities Commission" in smaller text below.
- **SM County Department of Emergency Management (DEM) and BAWSCA** – I met with Dr. Shruti Dhopodkar, Director of Emergency Management for the County and Thom Smegal, CEO of BAWSCA, on April 6th. We discussed how BAWSCA has included emergency planning discussions in the Strategy 2050 and the County's perspective. Tom Smegal and I were invited to speak with the County DEM team at their bi-weekly huddle on June 15th.The logo for the County of San Mateo Emergency Management features a circular emblem with a red and white star in the center, surrounded by the text "COUNTY OF SAN MATEO EMERGENCY MANAGEMENT" in a blue border.
- **San Mateo County Local Hazard Mitigation Plan Development** – We received a draft of the District's LHMP Annex. OM Scheidt and I are currently reviewing the document and will provide edits back to the County in the next 2 weeks.

- **Earth Day** – I was not able to attend as it conflicted with the Progress Seminar, but several staff attended Belmont’s Earth Day celebration on April 18th. The event was very well attended, and our booth had many visitors. The Carlmont High School newspaper included a highlight on the District in their Earth Day writeup, which does not PDF so is not provided as an attachment, but can be viewed here:



<https://scotscoop.com/belmont-earth-day-celebration-promotes-environmental-awareness/>

- **San Mateo County Chamber Progress Seminar** – President Vella and I attended the Progress Seminar on behalf of the District. It is a unique event



**CHAMBER SAN MATEO COUNTY
PROGRESS SEMINAR**
BUSINESS • GOVERNMENT • LABOR • EDUCATION

bringing together leadership from across the County for networking and discussions. Session topics included: (1) Leading with Trust: How Confidence in Government, Public Institutions and Each Other Is Essential for our Shared Prosperity, (2) Continued Progress on the Horizon: What’s Holding Us Back?, (3) Addressing our Regional Transit Crisis: Ballot Measure Funding, Accountability & Efficiency, and Transit Transformation, (4) Building with Backbone: Confronting the Forces that Limit, Frustrate and Stop Housing Development, (5) Integration, not Elimination: AI and the Transformation of How We Work, (6) Leading with Innovation: Keeping San Mateo County America’s Biotech Capital, and (7) Leading and Collaborating Together: Strengthening the Peninsula’s Three Counties.

- **SB 1153/AB 2013 Water Systems and Wildfire Preparedness Legislation** – A coalition of agency groups, including Association of California Water Agencies (ACWA), California Municipal Utilities Association (CMUA), California Water Association (CWA), California Special Districts Association (CSDA), and California Chamber of Commerce (Cal Chamber) have teamed up to support SB 1553 and oppose AB 2013. A flier of talking points on both of these bills is attached. This is an effort to adopt wildfire preparedness legislation that is responsible and effective, without creating an undue and inappropriate burden on water agencies and their rate payers. The District has signed coalition letters for both of these bills. So far, the advocacy appears to have been successful. On April 14th, ACWA sent an update that “Yesterday, AB 2013 (Bennett) did not receive the votes needed to pass out of the Assembly Emergency Management Committee. The bill will not be heard today in the Assembly ESTM committee.”
- **CARB Advanced Clean Fleets** – the California Air Resources Board (CARB) recently held a 15-day comment period on its rulemaking process. CSDA and other agency groups are publicly urging CARB to amend its zero-emission vehicle (ZEV) mandate on state and

local medium-duty and heavy-duty vehicles. MPWD submitted a brief comment letter based on the CSDA template. The more detailed coalition letter from CSDA, League of California Cities, California Association of Recreation and Parks Districts, Rural County Representatives of California, and the California State Association of Counties is attached, and urges for exemptions for all emergency response vehicles including:

- Vehicles used for purposes of fire prevention and mitigation, public safety, search and rescue, medical response, and poacher prevention should be excluded.
 - Vehicles that are essential to the delivery, repair, and maintenance of electricity, water, wastewater, stormwater, and flood protection should be excluded.
 - Vehicles used to prevent and respond to the spread of disease and dangerous vector outbreaks should be excluded.
- **Capacity Charge Study** – Currently working with Hanson Bridgett and RDN, Inc. to gather more information to be able to respond to the questions brought up at the March Board meeting.
 - **Electronic Annual Report (EAR) Approved** – The District submitted our EAR to the State Water Board in April, and we received confirmation that it has been received and approved.
 - **Folger Drive EOC** – Refer to Items 7B and 7C for an update.
 - **Dairy Lane Rehab** – Design work is ongoing. Refer to the Operations Manager report for a full update.
 - **Conferences & Training** – Scheduled to attend:
 - ACWA JPIA Membership Summit & ACWA Annual Fall Conference , Sacramento – May 4th – 7th, 2026
 - CSDA General Manager Summit, Newport Beach – June 28-30, 2026

Key Meetings and Conferences Attended

- Administrative Professionals Day Lunch Celebration – 4/22/2026
- UST Reinvestment Meeting w/Wulff Hansen – 4/21/2026
- CivicPlus Agenda Software Implementation/Training – 4/21/2026
- Progress Seminar – 4/17/2026 – 4/19/2026
- Finance Committee Meeting – 4/12/2026
- Standard Plans and Specs Update Meeting with Westborough WD, Purissima Hills WD – 4/20/2026
- Dairy Lane and Folger Tour with Director Patel – 4/10/2026
- Meeting with San Mateo County DEM and BAWSCA Re: Water Agency Emergency Planning Coordination – 4/6/2026
- MPWD Special Board Meeting – 4/2/2026
- Tour of Silicon Valley Clean Water facility – 4/2/2026
- Harbor Industrial Association Luncheon – 4/2/2026
- BAWSCA Water Management Representatives Meeting – 4/2/2026
- Budget Development Meetings – 4/1/2026, 4/8/2026, 4/9/2026, 4/14/2026

- ACWA JPIA – IT Services Discussion – 4/1/2026
- Draft Risk and Resiliency Assessment Workshop with Freyer & Laureta – 3/25/2026
- 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

May 28, 2026 (Fourth Thursday)

- § Accept the DLNO CIP Project as Complete
- § Review Public Outreach and Communication Process Related to Field Maintenance and Related Projects
- § Receive Report on Questions Raised related to Water Capacity Charge Study by RDN, Inc.
- § Adopt Updated Rules of the Board
- § Consider Adopting a Policy Regarding Rounding of Cash Payments
- § Consider adopting An Ordinance Prohibiting the Use of Potable Water for Nonfunctional Turf Irrigation
- § Consider resolution calling for MPWD election to be held and approving the San Mateo County Candidate Policy form
- § Receive Presentation from Wulff-Hansen
- § Declare District Vehicles Surplus
- § Receive Quarterly Water Conservation and Activities Report
- § Public Hearing Regarding Employee Vacancies for 2026 per Assembly Bill 2561 (Gov. Code 3502.3)
- § Approve Contract with to do a Transmission Main Assessment of the Hillcrest Transmission Main
- § Receive Summary Report on Preliminary Draft FY2025/2026 Operating and Capital Budgets
- § Receive BAWSCA Report

June 25, 2026 (Fourth Thursday)

- § Public Hearing for and adoption of 2025 update to Urban Water Management Plan and Water Shortage Contingency Plan
- § Consider FY26/27 Annual Professional Services Agreements
- § Consider Resolution Establishing the Appropriations Limit Applicable to the Mid-Peninsula Water District during Fiscal Year 2026/2027
- § Consider Resolution Approving the FY 2026/2027 Operating and Capital Budgets
- § Consider Adopting an Updated Leak Adjustment Policy

July 23, 2026 (Fourth Thursday)

- § Approve Updated Salary Schedule, which Includes a Living Wage Adjustment to Salary Ranges Effective August 1, 2026, Consistent with the MPWDEA Letter Agreement Dated March 15, 2023
- § Receive Report on Escheatment
- § Receive FY 2025/2026 Progress Report on MPWD Website, Marketing and Public Relations/Outreach Activities and Brief Overview of MPWD Website Updates, Presented by John Davidson of JRocket77 Graphic Design and Marketing
- § Review and consider updates to Financial Management Plan
- § Discuss Developing Pre-Qualification List for Contractors
- § Award Contract for Dekoven Tank Replacement Project
- § Update Capital Improvement Program document
- § Receive BAWSCA Report

Committee Activities

- § None currently planned.



Hetch Hetchy Regional Water System

Services of the San Francisco Public Utilities Commission

525 Golden Gate Ave.
San Francisco, CA 94102
(415) 554-3155
sfpuc.gov

TO: SFPUC Wholesale Customers

FROM: Steven R. Ritchie, Assistant General Manager, Water *Steven R. Ritchie*

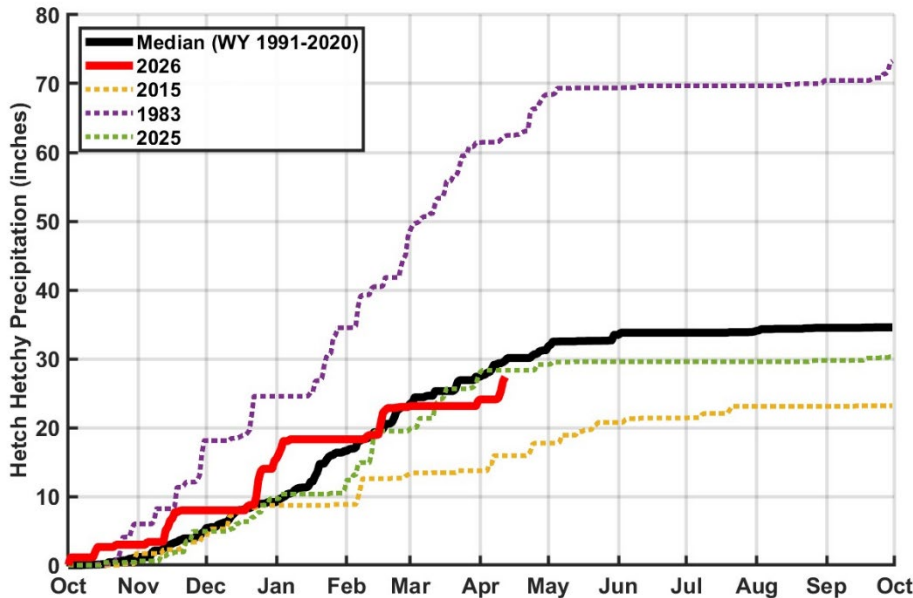
DATE: April 14, 2026

RE: Water Supply Availability Update

This memo provides the water supply availability estimate for Water Year 2026 and the current hydrologic conditions.

The plots below show precipitation at Hetch Hetchy and snowpack in the upcountry watersheds through April 13, 2026. As the plots show, despite nearly median precipitation at Hetch Hetchy, snowpack in the upcountry watersheds is only 25% of April 1 median. However, early runoff in 2026 and carryover storage retained from 2025 have resulted in above average system storage conditions.

Hetch Hetchy Precipitation as of April 13, 2026

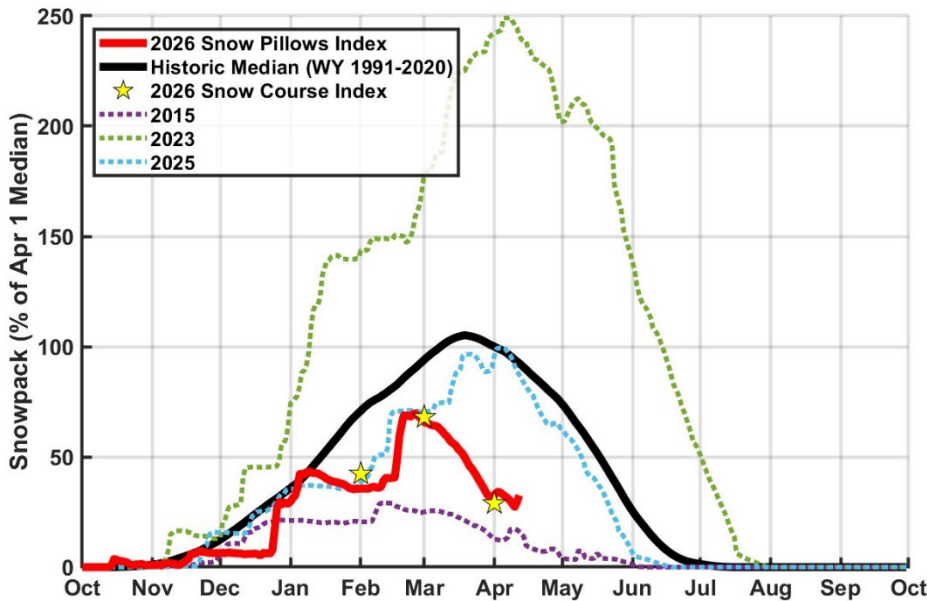


- Daniel Lurie**
Mayor
- Joshua Arce**
President
- Stephen E. Leveroni**
Vice President
- Avni Jamdar**
Commissioner
- Kate H. Stacy**
Commissioner
- Meghan Thurlow**
Commissioner
- Dennis J. Herrera**
General Manager

OUR MISSION: To provide our customers with high-quality, efficient and reliable water, power and sewer services in a manner that values environmental and community interests and sustains the resources entrusted to our care.



Upcountry Snowpack as of April 13, 2026



Peak snowmelt runoff could still occur in the remaining runoff season, but it may have already occurred during the middle of March, nearly two months earlier than the median peak snowmelt runoff date. Despite these historic conditions, we expect to fill the entire water system by the end of May 2026. Water Bank is currently full, supporting water deliveries throughout the year.

Reservoir storages as of April 13, 2026 are well above where they typically are this time of year.

Reservoir	Current Storage ^{1,2,3} (AF)	Maximum Storage ⁴ (AF)	Available Capacity (AF)	Percent of Maximum Storage	Percent of Maximum Storage ⁵
<u>Tuolumne System</u>					
Hetch Hetchy	344,200	360,360	16,160	95.5%	60.5%
Cherry	262,900	273,345	10,445	96.2%	-
Eleanor	26,100	27,100	1,000	96.3%	-
Water Bank	570,000	570,000	0	100.0%	99.5%
Total Tuolumne Storage	1,203,200	1,230,805	27,605	97.8%	-
<u>Local System</u>					
Calaveras	62,036	96,670	34,634	64.2%	-
San Antonio	44,581	53,266	8,685	83.7%	-
Crystal Springs	46,584	68,953	22,369	67.6%	-
San Andreas	15,942	18,675	2,733	85.4%	-
Pilarcitos	1,945	3,125	1,180	62.2%	-
Total Local Storage	171,088	240,689	69,601	71.1%	-
Total System Storage	1,374,288	1,471,494	97,206	93.4%	79.8%
Total without water bank	804,288	901,494	97,206	89.2%	-

Though we continue to be in a solid position for water supply this year, as always, we appreciate the continued efforts of our customers to encourage water conservation in their service areas.

cc: Tom Smegal, CEO/General Manager, BAWSCA

Water Systems and Wildfire Preparedness Legislation

March 2026

As wildfires become more frequent and destructive across California, and following the 2025 Los Angeles Wildfires, the Legislature has had an increased its focus on wildfire preparedness and response.

In some cases, misunderstandings about how public water systems operate have shaped public expectations and contributed to perceptions that these systems may not have performed as anticipated during wildfire events.

Public water systems are designed and constructed to:

- › Provide safe and reliable drinking water, and
- › Aid in structural firefighting efforts.

They are not designed to function as wildfire defense or suppression systems. It would be physically impracticable and financially infeasible to design water systems to function as wildfire suppression infrastructure.

To address these issues and improve preparedness, ACWA has sponsored **SB 1153 (Caballero)**.

An alternative proposal, **AB 2013 (Bennett)**, would impose unrealistic and potentially costly requirements on water suppliers.

Support ACWA-Sponsored SB 1153

SB 1153 provides a practical and responsible approach to wildfire preparedness.

SB 1153 would:

- › Require urban retail water suppliers in high-risk areas to include **wildfire-specific response procedures** in their emergency response plans.
- › Make **key findings and declarations** regarding the role and limitations of public water systems in responding to wildfires.
- › Establish that water supply or pressure limitations during a wildfire **are not a substantial cause of wildfire damages** and that wildfire spread is **not an inherent risk of water system design**.

Benefits:

- › **Improves planning and resilience**
Strengthens emergency preparedness for water systems located in high wildfire risk areas.
- › **Respects operational realities**
Allows water agencies — the experts on their systems — to develop preparedness strategies that reflect local conditions and operational needs.
- › **Clarifies public expectations**
Corrects misconceptions about the capabilities of water systems during wildfire events.
- › **Protects ratepayers**
Reduces exposure to costly lawsuits related to wildfire damages that can ultimately increase water rates and affordability.
- › **Supports infrastructure investment**
Provides greater financial certainty so agencies can continue investing in water reliability and resilience projects.



FOR THESE REASONS, VOTE "AYE" ON SB 1153

KEY POINT

SB 1153 improves wildfire preparedness while recognizing operational realities.
AB 2013 imposes unrealistic requirements that increase costs and legal risk without improving wildfire outcomes.

Oppose AB 2013 Unless Amended

AB 2013 would require water suppliers that service more than 100 customers in high-risk areas to prepare an emergency preparedness plan for response to red flag warnings, extreme weather events, and other major power outages.

The bill would require the plans to include:

- › An assessment of the minimum water tank levels and minimum number and type of water pumps necessary to provide an adequate water supply for firefighting activities, including the identification of water pumps that require the installation of emergency backup power.
- › An identification of alternative water sources available during extreme weather events or power outages.
- › A detailed accounting of the pipelines, water pumps, water tanks, backup power generation facilities, and related infrastructure necessary to provide an adequate water supply for firefighting activities, and a designation of if they are, or are required to be, fire hardened.

Issues/Concerns:

- › **Misrepresents the role of water systems**
The bill assumes water systems should be able to provide adequate water supply for wildfire suppression, which is not how water infrastructure is designed.
- › **Operationally impractical**
Does not account for the complex engineering and operational realities of water systems.
- › **Creates significant cost burdens**
Could result in costly infrastructure upgrades, backup power installations, and system hardening without funding.
- › **Increases legal liability**
Could expose water suppliers to greater legal risk following wildfire events.
- › **Raises security concerns**
Public disclosure of detailed infrastructure information could create significant security and public safety risks.
- › **A better solution exists**
SB 1153 (Caballero) provides a more practical and effective approach to improving wildfire preparedness.

✘ FOR THESE REASONS, VOTE “NO” ON AB 2013



Contact

Kylie Wright, State Relations Advocate
916-669-2382 • kyliew@acwa.com

www.acwa.com



California Special
Districts Association
Districts Stronger Together



April 14, 2026

Clerk of the Board
California Air Resources Board
1001 I Street, Sacramento, CA 95814

To Chair Lauren Sanchez and the Members of the California Air Resources Board:

RE: Advanced Clean Fleets Regulation 15-Day Amendment Comments

The California Special Districts Association (CSDA), the League of California Cities, California Association of Recreation and Parks Districts, Rural County Representatives of California, and the California State Association of Counties appreciate the opportunity to provide comments to the proposed amendments to the Advanced Clean Fleets (ACF) regulatory language. Collectively, we represent the thousands of local public agencies providing essential government services vital to life in California.

We are generally supportive of, and encouraged by, the direction that CARB is taking with the recent passage of Resolution 25-6-8 and the proposed amendments to ACF, as well as the commitment to further amendments as evidenced by this 15-day comment period. We also greatly appreciate the time you and CARB staff have taken to hear our members' concerns and the hard work that has been put into this draft for comment period. There is an acknowledgment of the need for fleet resiliency and the flexibility to switch compliance tracks as well as other significant substantive changes.

First, we note that under California's Administrative Procedure Act, the 45-day public comment period is intended to provide stakeholders with a meaningful opportunity to review and comment on the full scope of a proposed regulation. In contrast, the subsequent 15-day comment period is limited to reviewing discrete modifications that are "sufficiently related" to the original proposal. However, in this instance, the CARB's 15-day modifications introduce substantive policy changes with direct implications for municipal operations and contracting practices. We have serious concerns with advancing these changes through a 15-day comment period potentially undermines the intent of the rulemaking process and limits the ability of cities, counties and special districts to fully evaluate fiscal, legal, and operational impacts.

Additionally, we are disappointed that our modest request for amendments excluding vehicles that support emergency services is not contained in the 15-day comment period language. Our requested amendments are critical to the 40 million Californians our disaster service workers

Attachment: Proposed Amendments to 13 CCR § 2013. State and Local Government Fleet Applicability, Definitions, and General Requirements.

collectively serve and, absent these critical amendments, the ACF as proposed for the 15-Day Comment Period is unworkable and will endanger life and property throughout the communities we have a duty to protect. We want to be clear. Our top priority is ensuring the health and safety of Californians and ensuring our frontline workers have the tools they require to perform their dangerous jobs under any conditions. In furtherance of this priority, we are resubmitting proposed amendments we previously shared on October 7, 2025, that would accomplish our shared goals for a more resilient California. We cannot and must not leave Californians defenseless against the very climate-related events CARB is striving to mitigate with the ACF regulations.

The “fleet resiliency” exemption for internal combustion engine (ICE) vehicles intended for concerns “such as, emergency response support, towing, or range support,” appear responsive to some of the serious problems we have raised with the lack of availability and capability of ZEVs for the essential services we provide. However, the arbitrary 25 percent cap on resiliency, extremely onerous requirements for an exemption, and temporary nature of exemptions all ignore the realities of both the marketplace and the conditions and needs of the communities local fleets must serve, sometimes during extraordinary emergency situations.

According to [Caltrans’ recent 2025 report to the legislature](#) on ZEV spending, *ZEVs are on average 132.82 percent more expensive than their ICE counterparts, delivery times vary significantly and that infrastructure or charging stations are estimated to cost over \$210,231 and take three years to complete.* The report detailed how the last three fiscal years was spent including, how many vehicles were purchased in each ZEV class, average costs and delivery times and infrastructure challenges. The fact that Caltrans with \$25 million to spend only purchased 13 vehicles in 2024 to 2025 fiscal year above class 2b is likely indicative of the limited availability of these vehicles and the infrastructure challenges noted in the report that our members face to secure the vehicles necessary to provide critical services to the communities they serve.

Moreover, the report states that *Caltrans will require two to three ZEVs to complete the same amount of work that one ICE class 3 and above can perform* in a regular shift due to limited range and charging times. The report indicates there would need to be one vehicle charging while one is either charging or standing by. Even when the power is on, our members cannot afford these limitations when emergencies require immediate response to prevent further destruction.

Emergency Response Vehicles Should Be Excluded from the Mandate

We resubmit for this 15-day comment period that vehicles reasonably anticipated to respond to emergency situations, or that support those efforts should be excluded from the regulations similar to other excluded vehicles such as snow removal vehicles. An emergency response vehicle is always an emergency response vehicle— Not all emergencies are “declared” or benefit from mutual aid.

Attachment: Proposed Amendments to 13 CCR § 2013. State and Local Government Fleet Applicability, Definitions, and General Requirements.

Some examples of vehicles called upon to preserve public health and safety beyond those currently exempted:

- Vehicles used for purposes of fire prevention and mitigation, public safety, search and rescue, medical response, and poacher prevention should be excluded.
- Vehicles that are essential to the delivery, repair, and maintenance of electricity, water, wastewater, stormwater, and flood protection should be excluded.
- Vehicles used to prevent and respond to the spread of disease and dangerous vector outbreaks should be excluded.

In light of the rising toll of natural disasters in our state, we must prioritize the safety of our communities and the public servants that work around the clock through these unprecedented events. The most likely current and anticipated future ZEV options depend upon a consistently accessible source of electricity. The risk of electricity disruption, whether due to an earthquake, public safety power shutoff, rolling brownout, wildfire, flood, or other emergencies is too great to risk the operability of these vehicles when they are most desperately needed and, with it, imperil the health and safety of Californians.

Thank you for your consideration of this important issue. Should you have any questions or concerns regarding our position, please do not hesitate to contact us.

Sincerely,



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CC: CARB program staff

Attachment: Proposed Amendments to 13 CCR § 2013.

Part (c) of § 2013 of title 13:

Exemptions. The following vehicles are exempt from the requirements specified in sections 2013 through 2013.4:

- (1) School buses as defined in CVC section 545(a);
- (2) Military tactical vehicles as described in title 13, CCR, section 1905;
- (3) Vehicles awaiting sale;
- (4) Emergency vehicles as defined in CVC section 165;
- (5) Historical vehicles;
- (6) Dedicated snow removal vehicles, water utility vehicles, flood protection vehicles, sewer utility vehicles, electric utility vehicles, fire prevention vehicles, fire protection vehicles, search and rescue vehicles, and disease and vector control vehicles;
- (7) Two-engine vehicles;
- (8) Heavy cranes as defined in title 13, CCR, section 2021(b)(16);
- (9) Transit vehicles subject to the Innovative Clean Transit regulations commencing with title 13, CCR, section 2023; and
- (10) Vehicles that are subject to the Zero-Emission Airport Shuttle regulations of title 17, CCR, sections 95690.1, 95690.2, 95690.3, 95690.4, 95690.5, 95690.6, 95690.7, and 95690