



REGULAR MEETING
BOARD OF DIRECTORS
THURSDAY, MARCH 24, 2016 – 6:30PM
3 DAIRY LANE, BELMONT CALIFORNIA

AGENDA

1. OPENING

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

2. PUBLIC COMMENT

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

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

4. ACKNOWLEDGEMENTS/PRESENTATIONS

- A. Jonathan Anderson – Water Treatment Operator Grade T1

5. CONSENT AGENDA

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

- A. Approve Minutes for the Regular Board Meeting of February 25, 2016
- B. Approve Expenditures from February 17, 2016, through March 15, 2016

6. HEARINGS AND APPEALS

None

7. DROUGHT AND WATER CONSERVATION

- A. Water Conservation Progress Report
- B. Progress Report on 2015 Urban Water Management Plan (UWMP)

8. REGULAR BUSINESS AGENDA

- A. Discuss Preliminary Water Revenue Requirements for Fiscal Year 2016/2017

- B. Discuss Preliminary Working Draft MPWD Fiscal Year 2016/2017 Operating Budget Summary and Assumptions
- C. Consider Financing Options for Potential MPWD 5-Year Capital Improvement Program
- D. Discuss Implementation and Management Process for Potential MPWD 5-Year Capital Improvement Program

9. MANAGER’S AND BOARD REPORTS

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

10. FUTURE AGENDA ITEMS

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

11. COMMUNICATIONS

12. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

(Subdivision (b) of Section 54956.9)
Maskay, Inc. d/b/a Eurotech, et al. v. Mid-Peninsula Water District
San Mateo County Case No. 536467

13. ADJOURNMENT

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

ACCESSIBLE PUBLIC MEETINGS

Upon request, the Mid-Peninsula Water District will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation (including auxiliary aids or services), to enable individuals with disabilities to participate in public meetings. Please contact the District Secretary at (650) 591-8941 to request specific materials and preferred alternative format or auxiliary aid or service at least 48 hours before the meeting.

Next Board Meeting: April 28, 2016, at 6:30PM

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50
51

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

February 25, 2016
Belmont, California

1. OPENING

A. Call to Order:

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

B. Pledge of Allegiance – The Pledge of Allegiance was led by Director Stuebing.

C. Establishment of Quorum:

PRESENT: Directors Stuebing, Vella, and Zucca.

ABSENT: Directors Linvill and Warden.

A quorum was present.

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

2. PUBLIC COMMENTS

Customer Perry Kennan commented that he would like the District to consider recycled water delivery systems, and mentioned that grants may available for that purpose. President Zucca thanked him for his comments.

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

None.

5. CONSENT AGENDA

A. Approve Minutes for the Special; Board Meeting of January 21, 2016, and the Regular Board Meeting of January 28, 2016.

B. Approve Expenditures from January 20, 2016, through February 17, 2016.

C. Enact Resolution 2016-01 Approving a Salary Adjustment to \$172,250 Year for the General Manager, effective January 1, 2016, and Corresponding Second Amendment to the General Manager’s Employment Agreement

Director Stuebing moved to approve the consent agenda, Director Vella seconded. Roll call was taken and it was unanimously approved.

4. ACKNOWLEDGEMENTS/PRESENTATIONS

None.

6. HEARINGS AND APPEALS

None.

- 52 7. **DROUGHT AND WATER CONSERVATION**
53 **A. Water Conservation Progress Report**
54 General Manager Rudock briefly summarized her written report. She added that
55 MPWD's Water Efficiency Landscape Ordinance (WELo) was submitted, and receipt
56 acknowledged by the State.
57
58 **B. Progress Report on 2015 Urban Water Management Plan (UWMP)**
59 General Manager Rudock explained the UWMP report is data driven, and includes the
60 development of many tables. The project is a big effort but is on target.
61
62 8. **REGULAR BUSINESS AGENDA**
63 **A. Consider Approving the MPWD 2016 Strategic Plan, including Mission**
64 **Statement, Vision Statement, Strategic Goals, and Director Assignments**
65 General Manager Rudock summarized her report and her work with the Board President
66 and Julie Brown of Julie Brown & Associates to organize the 2016 Strategic Plan, and
67 then introduced Julie Brown, who facilitated the MPWD 2016 Strategic Plan meeting.
68 Julie Brown congratulated the Board for the new document. President Zucca stated that
69 he believed the formatting should be such that the plan would be a stand-alone
70 document that included all relevant information. Director Stuebing liked the plan's
71 fluidity. Director Vella would like this document to be revisited in six months, and if any
72 amendments or additions are made, to update it on the District's website. Director
73 Stuebing moved to approve the MPWD 2016 Strategic Plan, including its Mission
74 Statement, Vision Statement, Strategic Goals, and Director Assignments, Director Vella
75 seconded, and it was unanimously approved.
76
77 **B. Receive Introduction of Municipal Finance Advisors from Wulff Hansen &**
78 **Company and Presentation on Potential Financing Options for MPWD 5-**
79 **Year Capital Improvement Program**
80 General Manager Rudock introduced the Municipal Finance Advisors from Wulff Hansen
81 & Company, Ben "Bud" Levine and Edmund Viray. Bud gave a brief synopsis of Wulff
82 Hansen & Company, noting it is an employee-owned company. They have been in
83 business for 40-plus years. He proceeded to their presentation, which was distributed to
84 the Board and meeting attendees. Mr. Levine explained what has been happening in
85 the market for the past 35 years, noting that in 1982, the interest rate environment was
86 over 14%, October 1987 was at 8.78% and now in Jan 2016, the interest rate is at
87 3.83%, which is an historical low. He explained the favorable reasons for borrowing at
88 this time: low inflation, low borrowing rates, which means low materials and labor costs,
89 and favorable opportunities to negotiate with contractors and vendors. He added that
90 cities and large companies that have not been willing to borrow in the past are doing so
91 as a result of this favorable environment. He discussed potential financing options for
92 the District: Borrow versus Pay As You Go (PayGo). He discussed several potential
93 financing scenarios and explained what Debt Service Coverage Ratio entailed. The
94 scenarios offered were: a) Borrow-Private Placement, which is through the banks; b)
95 PayGo; and c) Borrow through public offering for several different amounts starting from
96 \$21,745,000 to \$25,460,000. Mr. Levine cautioned the District on selling surplus
97 properties at this time and explained that while the District would receive the immediate
98 cash, it might impact the District's credit rating and possibly make a debt issuance less
99 attractive to underwriters, placement agents, and bond insurers. He discussed
100 commercial mortgages as another financing option and noted the following:
101 Advantages: allows for long-term borrowing up to 15 years; Disadvantages: a) higher

102 interest rate than bonds; b) maximum term is 15 years; and c) creates complications in
103 structuring capital improvement bonds or other financings. He then concluded his
104 presentation by discussing the flexibility in using excess revenues after debt service,
105 which revenue could be used by the District for capital improvement projects or to
106 reduce the financing balance.

107
108 Public comment was provided by customer Perry Kennan who complimented the Wulff
109 Hansen & Company representatives for such a thorough presentation and the District for
110 its complete transparency in discussing and evaluating its financial options. Mr. Kennan
111 suggested the message to communicate to the public should be around the useful life of
112 the capital assets. Director Vella requested that Director Linvill and Vice President
113 Warden be brought up to speed before any decisions are made to move forward.
114 District Treasurer Ira said that in his opinion the 30 year bond is the best choice for the
115 District given the current market environment.
116

117 **C. Receive Mid-Year Review of FY 2015/2016 Operating and Capital Budgets**
118 **and Consider Resolution 2016-02 Approving the Amended Budgets**

119 General Manager Rudock summarized her report, saying there is no bottom line change
120 to the operations budget, but instead there were adjustments within the account code
121 line items. She noted a reduction in the Capital Budget of \$60,000. This included a
122 reduction of \$130,000 for the SCADA Replacement Project, which has been identified
123 for funding with the proposed CIP; and an additional Capital Outlay project identified for
124 the Implementation of a new Sensus Consumer Portal of \$70,000. Director Vella moved
125 to consider Resolution 2016-02 Approving the Amended Budgets, Director Stuebing
126 seconded. Roll call was taken and it was unanimously approved.
127

128 **D. Receive Presentation on MPWD Water Storage Analysis**

129 District Engineer discussed his findings on MPWD's water storage capacity. The
130 purpose of the study was to determine the number of days of available emergency
131 storage should a catastrophic event cut off the water supply to the District. He noted
132 2013 demand data was used to develop the report, which is conservative since water
133 demand has decreased since that time. Overall, the District is in good shape, with 2.2
134 days of emergency storage during the summer months and 2.9 days during winter
135 months and his recommendations regarding increasing the District's emergency water
136 storage capacity were minor.
137

138 **9. MANAGER'S AND BOARD REPORTS**

139 **A. General Manager's Report**

140 General Manager Rudock discussed that she is working with Bartle Wells to review its
141 Mid-Peninsula Water District Financing Alternatives from last year and to obtain its
142 opinion about the District's FY 2016/2017 rate setting process. General Manager
143 Rudock is recommending a pass-through of the SFPUC's expected 8% increase in rates
144 this coming fiscal year, which pass-through was already approved by the Board as part
145 of the previous Proposition 218 rate-setting process.
146

147 **1. Supplemented by Administrative Services Manager's Report**

148 Administrative Services Manager Pina gave a progress report on the Financial
149 Management System implementation project, noting that staff will be working with
150 the project manager from Springbrook the week of April 11th. This project is on
151 target to be completed by the anticipated deadline.

152
153
154
155
156
157
158
159
160
161
162
163
164
165
166
167
168
169
170
171
172
173
174
175
176
177
178
179
180
181
182
183
184
185
186
187
188
189
190
191
192
193
194
195
196
197
198
199
200
201
202

2. Supplemented by Operations Manager’s Report

Operations Manager Ramirez highlighted the progress of staff regarding automatic meter installation. He noted that 440 of the 512 meters have been completed to date.

3. Supplemented by District Engineer’s Report

District Engineer Pakpour noted the following items for various projects being worked on:

- A. Alameda de las Pulgas water main replacement project is on target. The design will be completed in March, and work is scheduled to proceed in mid-June to be completed by July, while school is out.
- B. Folger property will have a boundary survey. There is an encroachment issue with one of the adjacent properties in the amount of 1.5 feet and a fence. It involves 350 square feet of MPWD property.
- C. Quotes are being requested for the demolition of the pump station at the Folger property.
- D. An inspection of the Karen Road water line was conducted and found to be clean inside. This project will be delayed a bit and will be packaged up with other projects to save on costs.

B. Financial Reports

General Manager Rudock noted that total revenues were at 54.6% which is lower than expected of 58.3% because of water commodity charges being less than targeted as water consumption is lowest during the winter months, and total expenses were at 53.1%.

District Treasurer Ira discussed the new process being created, which will involve Directors doing mini random audits of cash disbursements on a quarterly basis.

C. Director Reports

Director Stuebing noted there was no San Mateo County CSDA chapter meeting. The ACWA Board President “meet and greet” hosted at the MPWD was very well received by those in attendance.

Director Vella noted the State of the City address was informative, but because some were seated when speaking, it was difficult to see the presentation. He met with Fire Chief Healy of San Mateo to discuss coordination with the MPWD on fire incidents to ensure the highest level of service.

10. FUTURE AGENDA BUSINESS ITEMS

None.

11. COMMUNICATIONS

None.

203 **12. ADJOURNMENT**

204
205
206
207
208
209
210
211
212
213
214
215
216
217

Director Stuebing motioned to adjourn at 9:25PM, Director Vella seconded, and it was unanimously approved.

DISTRICT SECRETARY

APPROVED:

BOARD PRESIDENT

Mid-Peninsula Water District Check Detail

February 17 through March 15, 2016

Type	Num	Date	Name	Account	Paid Amount
Check		02/19/2016	Return Item Charge	1030 · Cash- Checking 178301 · 2113 Coronet	\$ (18,000.00)
					\$ (18,000.00)
Check		02/26/2016	ACH Returns	1030 · Cash- Checking 4013 · Returned Water Charges	\$ (93.50)
					\$ (93.50)
Check		02/26/2016	ADP Payroll Fees	1030 · Cash- Checking 7106 · Prof Serv - Accting & Payroll	\$ (96.50)
					\$ (96.50)
Bill Pmt -Check		02/28/2016	HACH COMPANY INC	1030 · Cash- Checking	
Bill		12/18/2015	HACH COMPANY INC	2100 · Accounts Payable	\$ -
					\$ -
Check		03/02/2016	Bankcard Mtot Disc	1030 · Cash- Checking 6201 · Customer Credit Card Svs Fees	\$ (4,668.07)
					\$ (4,668.07)
Check		03/03/2016	Authnet Gateway	1030 · Cash- Checking 6201 · Customer Credit Card Svs Fees	\$ (23.80)
					\$ (23.80)
Check	EFT021916-1	02/19/2016	ADP Payroll Fees	1030 · Cash- Checking 7106 · Prof Serv - Accting & Payroll	\$ (180.83)
					\$ (180.83)
Check	EFT022316-1	02/23/2016	ICMA contributions	1030 · Cash- Checking 1430 · Payroll Clearing A/C	\$ (666.24)
					\$ (666.24)
Check	EFT030116-1	03/01/2016	Health Equity	1030 · Cash- Checking 1430 · Payroll Clearing A/C	\$ (1,127.00)
					\$ (1,127.00)
Check	EFT030916-1	03/09/2016	ICMA contributions	1030 · Cash- Checking 1430 · Payroll Clearing A/C	\$ (666.24)
					\$ (666.24)
Check	EFT022316-2	02/23/2016	Health Equity	1030 · Cash- Checking 1430 · Payroll Clearing A/C	\$ (559.58)
					\$ (559.58)

Mid-Peninsula Water District Check Detail

February 17 through March 15, 2016

Check	EFT030116-2	03/01/2016 ICMA contributions	1030 - Cash- Checking	
			1430 - Payroll Clearing A/C	\$ (1,262.98)
				<u>\$ (1,262.98)</u>
Check	EFT030916-2	03/09/2016 Health Equity	1030 - Cash- Checking	
			1430 - Payroll Clearing A/C	\$ (859.58)
			7106 - Prof Serv - Accting & Payroll	\$ (56.05)
				<u>\$ (915.63)</u>
Check	EFT022316-3	02/23/2016 CALPERS	1030 - Cash- Checking	
			1430 - Payroll Clearing A/C	\$ (3,148.53)
			1430 - Payroll Clearing A/C	\$ (3,599.66)
				<u>\$ (6,748.19)</u>
Check	EFT022416-3	02/24/2016 ICMA contributions	1030 - Cash- Checking	
			1430 - Payroll Clearing A/C	\$ (887.98)
				<u>\$ (887.98)</u>
Check	EFT030916-3	03/03/2016 ADP Payroll Fees	1030 - Cash- Checking	
			7106 - Prof Serv - Accting & Payroll	\$ (252.15)
				<u>\$ (252.15)</u>
Bill Pmt -Check	EFT030116-4	03/01/2016 WELLS FARGO BUSINESS CARD	1030 - Cash- Checking	
Bill		02/19/2016	7205 - Meeting Expenses	\$ (118.90)
			7205 - Meeting Expenses	\$ (212.76)
				<u>\$ (331.66)</u>
Check	EFT030916-4	03/04/2016 ADP Payroll Fees	1030 - Cash- Checking	
			7106 - Prof Serv - Accting & Payroll	\$ (151.73)
				<u>\$ (151.73)</u>

Mid-Peninsula Water District Check Detail

February 17 through March 15, 2016

Bill Pmt -Check	EFT030116-5	03/01/2016 WELLS FARGO BUSINESS CARD	1030 · Cash- Checking		
Bill		02/19/2016	6801 · Dues & Publications	\$	(150.83)
			7204 · Employee Travel/Training	\$	(175.56)
			7204 · Employee Travel/Training	\$	(134.82)
			7204 · Employee Travel/Training	\$	(90.79)
			7204 · Employee Travel/Training	\$	(86.78)
			7204 · Employee Travel/Training	\$	(175.85)
			6302 · School Conservation Program	\$	(213.53)
			6302 · School Conservation Program	\$	(513.41)
			7204 · Employee Travel/Training	\$	(526.74)
			6408 · Employee Safety	\$	(14.42)
			6504 · M&R - Fuel	\$	(18.95)
			7205 · Meeting Expenses	\$	(17.12)
			6701 · Office Supplies	\$	(3.70)
			7205 · Meeting Expenses	\$	(13.20)
			7204 · Employee Travel/Training	\$	(526.74)
			7204 · Employee Travel/Training	\$	(132.63)
			7204 · Employee Travel/Training	\$	(473.69)
			7204 · Employee Travel/Training	\$	(45.47)
			7205 · Meeting Expenses	\$	(208.42)
			7201 · Director Travel	\$	(526.74)
			7205 · Meeting Expenses	\$	(43.12)
			1440 · Auto/Transprtion Clearing AC	\$	(53.05)
			7106 · Prof Serv - Accting & Payroll	\$	(4.55)
			7205 · Meeting Expenses	\$	(23.43)
				\$	(4,173.54)
Check	EFT030916-5	03/09/2016 CALPERS	1030 · Cash- Checking		
			1430 · Payroll Clearing A/C	\$	(3,148.53)
			1430 · Payroll Clearing A/C	\$	(3,599.66)
				\$	(6,748.19)
Check	EFT030116-6	03/01/2016 CALPERS	1030 · Cash- Checking		
			1430 · Payroll Clearing A/C	\$	(1,211.49)
			1430 · Payroll Clearing A/C	\$	(1,385.07)
				\$	(2,596.56)

Mid-Peninsula Water District Check Detail

February 17 through March 15, 2016

Check	EFT030116-7	03/01/2016 CALPERS	1030 - Cash- Checking	
			1430 - Payroll Clearing A/C	\$ (7,448.00)
				\$ (7,448.00)
Bill Pmt -Check	30441	02/23/2016 AAA Rentals	1030 - Cash- Checking	
Bill	648654	02/05/2016	6502 - M&R - Equipment & Tools	\$ (272.50)
				\$ (272.50)
Bill Pmt -Check	30442	02/23/2016 AT&T 60197	1030 - Cash- Checking	
Bill	7661361	02/10/2016	7005 - Utilities - Telephones	\$ (20.14)
Bill	7661362	02/10/2016	7005 - Utilities - Telephones	\$ (135.28)
				\$ (155.42)
Bill Pmt -Check	30443	02/23/2016 BAWSCA	1030 - Cash- Checking	
Bill	2883	02/16/2016	6303 - Public Outreach & Education	\$ (94.00)
				\$ (94.00)
Bill Pmt -Check	30444	02/23/2016 CALIFORNIA CHAMBER OF COMMERCE	1030 - Cash- Checking	
Bill	835430-16/17	02/12/2016	1410 - Prepaid Expenses	\$ (399.00)
				\$ (399.00)
Bill Pmt -Check	30445	02/23/2016 CARQUEST AUTO PARTS	1030 - Cash- Checking	
Bill	8292-460303	02/03/2016	6503 - M&R - Vehicle & Large Equip	\$ (11.43)
Bill	8292-460323	02/04/2016	6503 - M&R - Vehicle & Large Equip	\$ (14.79)
Bill	8292-460380	02/04/2016	6503 - M&R - Vehicle & Large Equip	\$ (42.62)
				\$ (68.84)
Bill Pmt -Check	30446	02/23/2016 COMCAST	1030 - Cash- Checking	
Bill		02/09/2016	7001 - Utilities - Internet/Cable	\$ (80.72)
Bill		02/10/2016	7001 - Utilities - Internet/Cable	\$ (96.20)
Bill		02/10/2016	7001 - Utilities - Internet/Cable	\$ (96.20)
Bill		02/10/2016	7001 - Utilities - Internet/Cable	\$ (96.20)
Bill		02/14/2016	7001 - Utilities - Internet/Cable	\$ (208.64)
				\$ (577.96)
Bill Pmt -Check	30447	02/23/2016 GRANITE ROCK, INC.	1030 - Cash- Checking	
Bill	943434	02/17/2016	1727 - Karen Road - Parks CY	\$ (560.67)
				\$ (560.67)
Bill Pmt -Check	30448	02/23/2016 HOME DEPOT	1030 - Cash- Checking	
Bill	0628-00001-65753	02/22/2016	6404 - Mains/Distribution	\$ (254.53)
				\$ (254.53)

Mid-Peninsula Water District Check Detail

February 17 through March 15, 2016

Bill Pmt -Check	30449	02/23/2016 INTERSTATE BATTERY SYSTEM, INC.	1030 · Cash- Checking	
Bill	85100569	02/01/2016	6503 · M&R - Vehicle & Large Equip	\$ (474.94)
			6502 · M&R - Equipment & Tools	\$ (74.97)
				<u>\$ (549.91)</u>
Bill Pmt -Check	30450	02/23/2016 JEANETTE KALABOLAS	1030 · Cash- Checking	
Bill		02/12/2016	6052 · Uniforms	\$ (53.97)
				<u>\$ (53.97)</u>
Bill Pmt -Check	30451	02/23/2016 McNAMARA TRANSPORT, INC.	1030 · Cash- Checking	
Bill	9550	02/03/2016	6404 · Mains/Distribution	\$ (1,250.00)
				<u>\$ (1,250.00)</u>
Bill Pmt -Check	30452	02/23/2016 OFFICE DEPOT, INC.	1030 · Cash- Checking	
Bill	822219707001	02/04/2016	6701 · Office Supplies	\$ (68.76)
Bill	822803867001	02/08/2016	6701 · Office Supplies	\$ (70.44)
Bill	822726247001	02/11/2016	6701 · Office Supplies	\$ (68.06)
Bill	9346	02/17/2016	7205 · Meeting Expenses	\$ (20.39)
				<u>\$ (227.65)</u>
Bill Pmt -Check	30453	02/23/2016 OFFICE TEAM	1030 · Cash- Checking	
Bill	45113363	02/17/2016	7110 · Prof Serv - Miscellaneous	\$ (993.75)
				<u>\$ (993.75)</u>
Bill Pmt -Check	30454	02/23/2016 OREILLY AUTO PARTS, INC.	1030 · Cash- Checking	
Bill	3562-171572	02/01/2016	6503 · M&R - Vehicle & Large Equip	\$ (38.10)
				<u>\$ (38.10)</u>
Bill Pmt -Check	30455	02/23/2016 PARS	1030 · Cash- Checking	
Bill	33774	02/11/2016	7110 · Prof Serv - Miscellaneous	\$ (300.00)
				<u>\$ (300.00)</u>
Bill Pmt -Check	30456	02/23/2016 PG&E CFM/PPC DEPT	1030 · Cash- Checking	
Bill	9032-7FEB2016	02/11/2016	7003 · Utilities - Electric - Pumping	\$ (8,899.60)
Bill	4665-4FEB2016	02/12/2016	7003 · Utilities - Electric - Pumping	\$ (563.44)
			7004 · Utilities - Electric-Bldgs&Grnd	\$ (1,644.23)
				<u>\$ (11,107.27)</u>
Bill Pmt -Check	30457	02/23/2016 PRECISE, INC.	1030 · Cash- Checking	
Bill	16277	02/15/2016	7107 · Prof Serv - Customer Billing	\$ (623.93)
Bill	PI022316-1	02/23/2016	1410 · Prepaid Expenses	\$ (7,500.00)
				<u>\$ (8,123.93)</u>

Mid-Peninsula Water District Check Detail

February 17 through March 15, 2016

Bill Pmt -Check	30458	02/23/2016 PWWA	1030 - Cash- Checking		
Bill		02/18/2016	7204 - Employee Travel/Training	\$	(50.00)
				<u>\$</u>	<u>(50.00)</u>
Bill Pmt -Check	30459	02/23/2016 ROBERTS & BRUNE CO. INC.	1030 - Cash- Checking		
Bill	S1537119.001	02/01/2016	1727 - Karen Road - Parks CY	\$	(2,649.01)
Bill	S1536565.001	02/01/2016	6502 - M&R - Equipment & Tools	\$	(69.49)
Bill	S1534012.002	02/01/2016	1738 - Meter Chg Out - Parts	\$	(1,183.38)
Bill	S1539584.002	02/03/2016	1727 - Karen Road - Parks CY	\$	(1,336.95)
Bill	S1539927.001	02/04/2016	1738 - Meter Chg Out - Parts	\$	(87.40)
Bill	S1540113.001	02/08/2016	1738 - Meter Chg Out - Parts	\$	(83.63)
			6404 - Mains/Distribution	\$	(260.36)
Bill	S1540156.001	02/08/2016	6502 - M&R - Equipment & Tools	\$	(186.02)
Bill	S1541344.001	02/17/2016	1782 - 1808 Miller Avenue	\$	(40.74)
Bill	S1539494.001	02/18/2016	1727 - Karen Road - Parks CY	\$	(193.52)
Bill	S1534012.003	02/01/2016	6405 - Meters & Service	\$	(100.00)
				<u>\$</u>	<u>(6,190.50)</u>
Bill Pmt -Check	30460	02/23/2016 SAN FRANCISCO WATER DEPT	1030 - Cash- Checking		
Bill		02/16/2016	6101 - SFPUC Treated Water	\$	(237,172.50)
			6102 - BAWSCA (Debt Service Surcharge)	\$	(38,438.00)
			6104 - SFPUC Water Service Charge	\$	(6,522.00)
				<u>\$</u>	<u>(282,132.50)</u>
Bill Pmt -Check	30461	02/23/2016 SAN MATEO ELECTRIC SUPPLY	1030 - Cash- Checking		
Bill	0000721030	02/09/2016	6404 - Mains/Distribution	\$	(54.19)
				<u>\$</u>	<u>(54.19)</u>
Bill Pmt -Check	30462	02/23/2016 SENSUS METERING SYSTEMS, INC.	1030 - Cash- Checking		
				\$	-
Bill Pmt -Check	30463	02/23/2016 SFPUC WATER QUALITY	1030 - Cash- Checking		
Bill	10000691	02/11/2016	2050 - Accrued Expenses	\$	(1,850.00)
				<u>\$</u>	<u>(1,850.00)</u>
Bill Pmt -Check	30464	02/23/2016 STANDARD INSURANCE COMPANY	1030 - Cash- Checking		
Bill		02/23/2016	1410 - Prepaid Expenses	\$	(780.01)
				<u>\$</u>	<u>(780.01)</u>

Mid-Peninsula Water District Check Detail

February 17 through March 15, 2016

Bill Pmt -Check	30465	02/23/2016 STEVENS CREEK QUARRY, INC.	1030 · Cash- Checking	
Bill	634049	02/02/2016	6404 · Mains/Distribution	\$ (103.05)
				\$ (103.05)
Bill Pmt -Check	30466	02/23/2016 Thomson Reuters - West Payment Center	1030 · Cash- Checking	
Bill	833485123	02/04/2016	6801 · Dues & Publications	\$ (75.75)
				\$ (75.75)
Bill Pmt -Check	30467	02/23/2016 VALLEY OIL COMPANY	1030 · Cash- Checking	
Bill	816111	02/02/2016	6504 · M&R - Fuel	\$ (434.67)
				\$ (434.67)
Bill Pmt -Check	30468	02/23/2016 VERIZON WIRELESS	1030 · Cash- Checking	
Bill	9760535120	02/15/2016	7002 · Utilities - Cell Telephone	\$ (584.03)
				\$ (584.03)
Bill Pmt -Check	30469	03/01/2016 AT&T 60197	1030 · Cash- Checking	
Bill	7701765	02/17/2016	7005 · Utilities - Telephones	\$ (19.76)
Bill	7716829	02/20/2016	7005 · Utilities - Telephones	\$ (1,164.50)
Bill	7721777	02/24/2016	7005 · Utilities - Telephones	\$ (19.20)
				\$ (1,203.46)
Bill Pmt -Check	30470	03/01/2016 BAY AREA AIR QUALITY MGMT DIST.	1030 · Cash- Checking	
Bill	3RX08-2	03/01/2016	1410 · Prepaid Expenses	\$ (279.00)
				\$ (279.00)
Bill Pmt -Check	30471	03/01/2016 C G UHLENBERG LLP	1030 · Cash- Checking	
Bill	11206	02/01/2016	7111 · Prof Serv - District Treasurer	\$ (300.00)
			7106 · Prof Serv - Accting & Payroll	\$ (1,025.00)
				\$ (1,325.00)
Bill Pmt -Check	30472	03/01/2016 CITY OF BELMONT	1030 · Cash- Checking	
Bill		03/01/2016	6303 · Public Outreach & Education	\$ (200.00)
				\$ (200.00)
Bill Pmt -Check	30473	03/01/2016 CONTINENTAL UTILITY SOLUTIONS	1030 · Cash- Checking	
Bill	M12875	02/16/2016	1410 · Prepaid Expenses	\$ (5,649.00)
				\$ (5,649.00)
Bill Pmt -Check	30474	03/01/2016 EEAP THE SAFETY PEOPLE, INC.	1030 · Cash- Checking	
Bill	49565	02/12/2016	1410 · Prepaid Expenses	\$ (480.00)
				\$ (480.00)

Mid-Peninsula Water District Check Detail

February 17 through March 15, 2016

Bill Pmt -Check	30475	03/01/2016 GRANITE ROCK, INC.	1030 - Cash- Checking	
Bill	944830	02/20/2016	1782 - 1808 Miller Avenue	\$ (449.18)
				\$ (449.18)
Bill Pmt -Check	30476	03/01/2016 HENRY YOUNG	1030 - Cash- Checking	
Bill		03/01/2016	7204 - Employee Travel/Training	\$ (145.87)
				\$ (145.87)
Bill Pmt -Check	30477	03/01/2016 INDOOR AIR DESIGN, INC.	1030 - Cash- Checking	
Bill	100237	02/25/2016	6501 - M&R - Buildings & Grounds	\$ (175.00)
				\$ (175.00)
Bill Pmt -Check	30478	03/01/2016 John T. Davidson.	1030 - Cash- Checking	
Bill	2053	02/25/2016	7110 - Prof Serv - Miscellaneous	\$ (2,488.70)
				\$ (2,488.70)
Bill Pmt -Check	30479	03/01/2016 LINCOLN LIFE	1030 - Cash- Checking	
Bill		02/29/2016	1430 - Payroll Clearing A/C	\$ (175.00)
				\$ (175.00)
Bill Pmt -Check	30480	03/01/2016 MHN	1030 - Cash- Checking	
Bill	3200077016	02/15/2016	1410 - Prepaid Expenses	\$ (45.54)
				\$ (45.54)
Bill Pmt -Check	30481	03/01/2016 OFFICE DEPOT, INC.	1030 - Cash- Checking	
Bill	1904385230	02/17/2016	7205 - Meeting Expenses	\$ (20.39)
				\$ (20.39)
Bill Pmt -Check	30482	03/01/2016 OFFICE TEAM	1030 - Cash- Checking	
Bill	45168160	02/24/2016	7110 - Prof Serv - Miscellaneous	\$ (600.00)
				\$ (600.00)
Bill Pmt -Check	30483	03/01/2016 PAKPOUR CONSULTING GROUP, INC	1030 - Cash- Checking	
Bill		02/15/2016	7102 - Prof Serv - District Engineer	\$ (500.00)
				\$ (500.00)
Bill Pmt -Check	30484	03/01/2016 PITNEY BOWES 371896	1030 - Cash- Checking	
Bill	365797	02/29/2016	6706 - Equipment Services/Maintenance	\$ (10.35)
				\$ (10.35)
Bill Pmt -Check	30485	03/01/2016 PRECISE, INC.	1030 - Cash- Checking	
Bill	16325	02/23/2016	7107 - Prof Serv - Customer Billing	\$ (1,702.59)
				\$ (1,702.59)

Mid-Peninsula Water District Check Detail

February 17 through March 15, 2016

Bill Pmt -Check	30486	03/01/2016 RICOH Philadelphia	1030 - Cash- Checking		
Bill	49163439	02/20/2016	6705 - Printing/Printing Supplies	\$	(267.62)
				<u>\$</u>	<u>(267.62)</u>
Bill Pmt -Check	30487	03/01/2016 ROBERTS & BRUNE CO. INC.	1030 - Cash- Checking		
Bill	S1536559.001	02/11/2016	6502 - M&R - Equipment & Tools	\$	(108.23)
Bill	S1542764.001	02/19/2016	207023 - 740 El Camino - Fire Install	\$	(130.95)
			6404 - Mains/Distribution	\$	(839.66)
Bill	S1543440.001	02/23/2016	1738 - Meter Chg Out - Parts	\$	(27.00)
Bill	S1543611.001	02/23/2016	207023 - 740 El Camino - Fire Install	\$	(1,043.95)
			6404 - Mains/Distribution	<u>\$</u>	<u>(280.60)</u>
				\$	(2,430.39)
Bill Pmt -Check	30488	03/01/2016 SENSUS METERING SYSTEMS, INC.	1030 - Cash- Checking		
Bill	FS16000165	02/01/2016	1410 - Prepaid Expenses	\$	(10,525.20)
				<u>\$</u>	<u>(10,525.20)</u>
Bill Pmt -Check	30489	03/01/2016 STEPFORD BUSINESS, INC.	1030 - Cash- Checking		
Bill	1601123	02/19/2016	7103 - Prof Serv - IT	\$	(40.00)
Bill	1601169	02/20/2016	1410 - Prepaid Expenses	\$	(1,400.00)
				<u>\$</u>	<u>(1,440.00)</u>
Bill Pmt -Check	30490	03/01/2016 TAMMY A. RUDOCK	1030 - Cash- Checking		
Bill		02/29/2016	6303 - Public Outreach & Education	\$	(87.99)
			6501 - M&R - Buildings & Grounds	\$	(222.36)
				<u>\$</u>	<u>(310.35)</u>
Bill Pmt -Check	30491	03/01/2016 UNITED RENTAL	1030 - Cash- Checking		
Bill	135274116-001	02/23/2016	207023 - 740 El Camino - Fire Install	\$	(673.27)
				<u>\$</u>	<u>(673.27)</u>
Bill Pmt -Check	30492	03/01/2016 VANGUARD CLEANING SYSTEMS, INC.	1030 - Cash- Checking		
Bill	19101	03/01/2016	6501 - M&R - Buildings & Grounds	\$	(385.00)
				<u>\$</u>	<u>(385.00)</u>
Bill Pmt -Check	30493	03/01/2016 LYNN LESLIE	1030 - Cash- Checking		
Bill		02/24/2016	6308 - Rain Barrels Rebate	\$	(200.00)
				<u>\$</u>	<u>(200.00)</u>
Bill Pmt -Check	30494	03/01/2016 MATTHEW ROELLE	1030 - Cash- Checking		
Bill		02/24/2016	6308 - Rain Barrels Rebate	\$	(96.60)
				<u>\$</u>	<u>(96.60)</u>

Mid-Peninsula Water District Check Detail

February 17 through March 15, 2016

Bill Pmt -Check	30495	03/01/2016 ROBERT NIKAIDO	1030 · Cash- Checking	
Bill		02/24/2016	6308 · Rain Barrels Rebate	\$ (93.62)
				<u>\$ (93.62)</u>
Bill Pmt -Check	30496	03/01/2016 WO HO ALBERT AU	1030 · Cash- Checking	
Bill		02/24/2016	6308 · Rain Barrels Rebate	\$ (179.98)
				<u>\$ (179.98)</u>
Bill Pmt -Check	30497	03/01/2016 DAVID BRAUNSTEIN	1030 · Cash- Checking	
Bill		02/24/2016	6305 · HET (High Efficiency Toilet)	\$ (125.00)
				<u>\$ (125.00)</u>
Bill Pmt -Check	30498	03/01/2016 ESTER LUDENA	1030 · Cash- Checking	
Bill		02/24/2016	6305 · HET (High Efficiency Toilet)	\$ (200.00)
				<u>\$ (200.00)</u>
Bill Pmt -Check	30499	03/01/2016 GAARD EGELAND	1030 · Cash- Checking	
Bill		02/24/2016	6305 · HET (High Efficiency Toilet)	\$ (250.00)
				<u>\$ (250.00)</u>
Bill Pmt -Check	30500	03/01/2016 GREG DEHAFF	1030 · Cash- Checking	
Bill		02/24/2016	6305 · HET (High Efficiency Toilet)	\$ (200.00)
				<u>\$ (200.00)</u>
Bill Pmt -Check	30501	03/01/2016 JACK VANCREVELD	1030 · Cash- Checking	
Bill		02/24/2016	6305 · HET (High Efficiency Toilet)	\$ (125.00)
				<u>\$ (125.00)</u>
Bill Pmt -Check	30502	03/01/2016 JOHN BECKER	1030 · Cash- Checking	
Bill		02/24/2016	6305 · HET (High Efficiency Toilet)	\$ (100.00)
				<u>\$ (100.00)</u>
Bill Pmt -Check	30503	03/01/2016 KAY WONG	1030 · Cash- Checking	
Bill		02/24/2016	6305 · HET (High Efficiency Toilet)	\$ (200.00)
				<u>\$ (200.00)</u>
Bill Pmt -Check	30504	03/01/2016 MARY ELLEN HANEY	1030 · Cash- Checking	
Bill	meh022416	02/24/2016	6305 · HET (High Efficiency Toilet)	\$ (100.00)
				<u>\$ (100.00)</u>
Bill Pmt -Check	30505	03/01/2016 MICHAEL SMITH	1030 · Cash- Checking	
Bill		02/24/2016	6305 · HET (High Efficiency Toilet)	\$ (90.31)
				<u>\$ (90.31)</u>

Mid-Peninsula Water District Check Detail

February 17 through March 15, 2016

Bill Pmt -Check	30506	03/01/2016 MICHAEL YIP	1030 - Cash- Checking	
Bill		02/24/2016	6305 - HET (High Efficiency Toilet)	\$ (100.00)
				<u>\$ (100.00)</u>
Bill Pmt -Check	30507	03/01/2016 RICHARD DICKSON	1030 - Cash- Checking	
Bill		02/24/2016	6305 - HET (High Efficiency Toilet)	\$ (200.00)
				<u>\$ (200.00)</u>
Bill Pmt -Check	30508	03/01/2016 WILMA ESPINOZA	1030 - Cash- Checking	
Bill		02/24/2016	6305 - HET (High Efficiency Toilet)	\$ (100.00)
				<u>\$ (100.00)</u>
Bill Pmt -Check	30509	03/08/2016 ACWA- GROUP INS.	1030 - Cash- Checking	
Bill	0399922	02/29/2016	1410 - Prepaid Expenses	\$ (41,079.94)
				<u>\$ (41,079.94)</u>
Bill Pmt -Check	30510	03/08/2016 ACWA/JPIA	1030 - Cash- Checking	
Bill		02/22/2016	1420 - Prepaid Liability Insurance	\$ (23,573.00)
				<u>\$ (23,573.00)</u>
Bill Pmt -Check	30511	03/08/2016 AT&T 60197	1030 - Cash- Checking	
Bill	7738646	02/28/2016	7005 - Utilities - Telephones	\$ (19.76)
				<u>\$ (19.76)</u>
Bill Pmt -Check	30512	03/08/2016 BFI of CALIFORNIA INC. - OX MTN. LANDFILL	1030 - Cash- Checking	
Bill	4227-000043259	02/01/2016	6404 - Mains/Distribution	\$ (19.36)
Bill	4227-000043002	02/01/2016	6404 - Mains/Distribution	\$ (1,073.84)
Bill	4227-000043394	02/15/2016	6404 - Mains/Distribution	\$ (1,699.32)
				<u>\$ (2,792.52)</u>

Mid-Peninsula Water District Check Detail

February 17 through March 15, 2016

Bill Pmt -Check	30513	03/08/2016 CINTAS CORPORATION	1030 - Cash- Checking		
Bill	5003932247	02/08/2016	6408 · Employee Safety	\$	(103.44)
Bill	464535406	02/29/2016	6052 · Uniforms	\$	(338.33)
Bill	464538268	02/29/2016	6052 · Uniforms	\$	(338.33)
Bill	464541106	02/29/2016	6052 · Uniforms	\$	(340.58)
Bill	464543923	02/29/2016	6052 · Uniforms	\$	(338.33)
Bill	464546750	02/29/2016	6052 · Uniforms	\$	(342.05)
Bill	464549581	02/29/2016	6052 · Uniforms	\$	(294.02)
Bill	464552423	02/29/2016	6052 · Uniforms	\$	(338.42)
Bill	464555254	02/29/2016	6052 · Uniforms	\$	(337.37)
Bill	464558065	02/29/2016	6052 · Uniforms	\$	(344.11)
Bill	464560904	02/29/2016	6052 · Uniforms	\$	(339.07)
Bill	464563730	02/29/2016	6052 · Uniforms	\$	(340.12)
Bill	464566564	02/29/2016	6052 · Uniforms	\$	(339.07)
				\$	(4,133.24)
Bill Pmt -Check	30514	03/08/2016 CORNERSTONE	1030 - Cash- Checking		
Bill	13447	02/29/2016	1741 · Dekoven - Prof Svs CY	\$	(3,850.00)
Bill	13448	02/29/2016	1741 · Dekoven - Prof Svs CY	\$	(588.50)
Bill	13450	02/29/2016	1731 · Hallmark - Prof Svs CY	\$	(7,342.50)
Bill	13451	02/29/2016	1731 · Hallmark - Prof Svs CY	\$	(617.25)
				\$	(12,398.25)
Bill Pmt -Check	30515	03/08/2016 GRANITE ROCK, INC.	1030 - Cash- Checking		
Bill	946046	02/29/2016	6404 · Mains/Distribution	\$	(1,053.87)
				\$	(1,053.87)
Bill Pmt -Check	30516	03/08/2016 HANSON, BRIDGETT	1030 - Cash- Checking		
Bill	1161654	02/29/2016	7101 · Prof Serv - District Counsel	\$	(722.50)
Bill	1161655	02/29/2016	7101 · Prof Serv - District Counsel	\$	(2,865.00)
Bill	1161656	02/29/2016	7101 · Prof Serv - District Counsel	\$	(420.00)
Bill	1161657	02/29/2016	7101 · Prof Serv - District Counsel	\$	(1,000.00)
Bill	1161658	02/29/2016	7101 · Prof Serv - District Counsel	\$	(877.50)
Bill	1161659	02/29/2016	7101 · Prof Serv - District Counsel	\$	(1,657.50)
				\$	(7,542.50)

Mid-Peninsula Water District Check Detail

February 17 through March 15, 2016

Bill Pmt -Check	30517	03/08/2016 HOME DEPOT	1030 - Cash- Checking		
Bill	164031	02/08/2016	6502 · M&R - Equipment & Tools	\$	(58.71)
			6501 · M&R - Buildings & Grounds	\$	(53.20)
Bill	8044070	02/10/2016	6501 · M&R - Buildings & Grounds	\$	(58.79)
Bill	8904401	02/10/2016	6502 · M&R - Equipment & Tools	\$	(435.99)
Bill	8105733	02/10/2016	6502 · M&R - Equipment & Tools	\$	(109.77)
Bill	9044236	02/19/2016	6501 · M&R - Buildings & Grounds	\$	(104.89)
Bill	4165730	02/24/2016	6501 · M&R - Buildings & Grounds	\$	(53.92)
Bill	0628-0001-05635	03/02/2016	6502 · M&R - Equipment & Tools	\$	(520.99)
Bill	1025401	03/03/2016	6502 · M&R - Equipment & Tools	\$	(59.39)
Bill	0628-00001-13340	03/04/2016	6502 · M&R - Equipment & Tools	\$	(108.96)
				\$	(1,564.61)
Bill Pmt -Check	30518	03/08/2016 ISRAEL SOLER	1030 - Cash- Checking		
Bill		03/03/2016	6302 · School Conservation Program	\$	(165.00)
			7110 · Prof Serv - Miscellaneous	\$	(165.00)
			6303 · Public Outreach & Education	\$	(150.00)
				\$	(480.00)
Bill Pmt -Check	30519	03/08/2016 JMP GOLF DESIGN GROUP INC.	1030 - Cash- Checking		
Bill		03/02/2016	4201 · Lease of Physical Property	\$	(2,187.50)
				\$	(2,187.50)
Bill Pmt -Check	30520	03/08/2016 K-119 OF CALIFORNIA INC.	1030 - Cash- Checking		
Bill	64019	03/04/2016	6502 · M&R - Equipment & Tools	\$	(173.47)
				\$	(173.47)
Bill Pmt -Check	30521	03/08/2016 MANAGEWATER CONSULTING,INC	1030 - Cash- Checking		
Bill	1002	02/29/2016	7110 · Prof Serv - Miscellaneous	\$	(15,043.75)
				\$	(15,043.75)
Bill Pmt -Check	30522	03/08/2016 MATCO TOOLS	1030 - Cash- Checking		
Bill	240109	02/29/2016	6502 · M&R - Equipment & Tools	\$	(762.99)
Bill	241326	02/29/2016	6502 · M&R - Equipment & Tools	\$	(252.79)
				\$	(1,015.78)
Bill Pmt -Check	30523	03/08/2016 McNAMARA TRANSPORT, INC.	1030 - Cash- Checking		
Bill	9146	02/29/2016	6404 · Mains/Distribution	\$	(1,995.00)
				\$	(1,995.00)

Mid-Peninsula Water District Check Detail

February 17 through March 15, 2016

Bill Pmt -Check	30524	03/08/2016 OFFICE DEPOT, INC.	1030 - Cash- Checking	
Bill	826183831001	02/25/2016	6701 - Office Supplies	\$ (120.51)
Bill	826605087001	02/29/2016	6701 - Office Supplies	\$ (147.64)
				\$ (268.15)
Bill Pmt -Check	30525	03/08/2016 OFFICE TEAM	1030 - Cash- Checking	
Bill	45222046	02/26/2016	7110 - Prof Serv - Miscellaneous	\$ (781.25)
				\$ (781.25)
Bill Pmt -Check	30526	03/08/2016 OREILLY AUTO PARTS, INC.	1030 - Cash- Checking	
Bill	3535-436870	03/01/2016	6503 - M&R - Vehicle & Large Equip	\$ (77.08)
				\$ (77.08)
Bill Pmt -Check	30527	03/08/2016 PAKPOUR CONSULTING GROUP, INC	1030 - Cash- Checking	
Bill	1889	02/29/2016	207028 - 1006 Muir Way Fire Flow	\$ (262.50)
			7102 - Prof Serv - District Engineer	\$ (661.50)
			1721 - Alameda - Prof Svs CY	\$ (24,976.06)
			1726 - Karen Road - Prof Svs CY	\$ (10,065.25)
			1746 - Folger Demo - Prof Svs CY	\$ (2,194.50)
				\$ (38,159.81)
Bill Pmt -Check	30528	03/08/2016 PENINSULA BUILDING MATERIALS	1030 - Cash- Checking	
Bill	336790	02/12/2016	6404 - Mains/Distribution	\$ (766.27)
				\$ (766.27)
Bill Pmt -Check	30529	03/08/2016 PG&E CFM/PPC DEPT	1030 - Cash- Checking	
Bill	4441-0FEB2016	02/28/2016	7004 - Utilities - Electric-Bldgs&Grnd	\$ (41.51)
				\$ (41.51)
Bill Pmt -Check	30530	03/08/2016 PRECISE, INC.	1030 - Cash- Checking	
Bill	16387	02/26/2016	7107 - Prof Serv - Customer Billing	\$ (691.85)
Bill	16409	03/02/2016	7107 - Prof Serv - Customer Billing	\$ (713.94)
Bill	16296	03/02/2016	7107 - Prof Serv - Customer Billing	\$ (2,075.00)
				\$ (3,480.79)
Bill Pmt -Check	30531	03/08/2016 RECOLOGY SAN MATEO	1030 - Cash- Checking	
Bill		02/26/2016	6501 - M&R - Buildings & Grounds	\$ (651.04)
				\$ (651.04)

Mid-Peninsula Water District Check Detail

February 17 through March 15, 2016

Bill Pmt -Check	30532	03/08/2016 ROBERTS & BRUNE CO. INC.	1030 - Cash- Checking		
Bill	S1540148.001	02/09/2016	1738 - Meter Chg Out - Parts	\$	(183.39)
			6404 - Mains/Distribution	\$	(834.38)
			6405 - Meters & Service	\$	(2,327.08)
Bill	S1541682.001	02/16/2016	1738 - Meter Chg Out - Parts	\$	(466.41)
Bill	S1540148.002	02/17/2016	1738 - Meter Chg Out - Parts	\$	(109.07)
			6405 - Meters & Service	\$	(107.68)
Bill	S1542764.002	02/22/2016	207023 - 740 El Camino - Fire Install	\$	(843.97)
Bill	S1540148.004	02/24/2016	6405 - Meters & Service	\$	(90.53)
			1738 - Meter Chg Out - Parts	\$	(56.18)
				\$	(5,018.69)
Bill Pmt -Check	30533	03/08/2016 SAN FRANCISCO CHRONICLE	1030 - Cash- Checking		
Bill		02/29/2016	1410 - Prepaid Expenses	\$	(260.00)
				\$	(260.00)
Bill Pmt -Check	30534	03/08/2016 SAN MATEO DAILY JOURNAL	1030 - Cash- Checking		
Bill		02/29/2016	6303 - Public Outreach & Education	\$	(1,056.00)
				\$	(1,056.00)
Bill Pmt -Check	30535	03/08/2016 STATE PLUMBING AND HEATING SUPPLIES	1030 - Cash- Checking		
Bill	154222	02/29/2016	6501 - M&R - Buildings & Grounds	\$	(182.22)
Bill	1564294	02/29/2016	6501 - M&R - Buildings & Grounds	\$	(26.16)
				\$	(208.38)
Bill Pmt -Check	30536	03/08/2016 STEVENS CREEK QUARRY, INC.	1030 - Cash- Checking		
Bill	636825	02/22/2016	6404 - Mains/Distribution	\$	(103.20)
Bill	637006	02/23/2016	6404 - Mains/Distribution	\$	(95.35)
				\$	(198.55)
Bill Pmt -Check	30537	03/08/2016 TOWNE FORD SALES	1030 - Cash- Checking		
Bill	647411	02/23/2016	6503 - M&R - Vehicle & Large Equip	\$	(97.97)
				\$	(97.97)
Bill Pmt -Check	30538	03/08/2016 VERIZON WIRELESS	1030 - Cash- Checking		
Bill	9760535119	02/15/2016	7002 - Utilities - Cell Telephone	\$	(803.24)
				\$	(803.24)
Bill Pmt -Check	30539	03/08/2016 LENA YANG	1030 - Cash- Checking		
Bill		02/29/2016	6307 - Lawn-Be-Gone Rebates	\$	(1,452.00)
				\$	(1,452.00)

Mid-Peninsula Water District Check Detail

February 17 through March 15, 2016

Bill Pmt -Check	30540	03/08/2016 CYNTHIA WU	1030 - Cash- Checking	
Bill	CW022916	02/29/2016	207028 - 1006 Muir Way Fire Flow	\$ (638.30)
				\$ (638.30)
Bill Pmt -Check	30541	03/14/2016 AIRGAS, LLC	1030 - Cash- Checking	
Bill	9048883247	03/01/2016	6501 - M&R - Buildings & Grounds	\$ (94.92)
Bill	9934201775	03/01/2016	6501 - M&R - Buildings & Grounds	\$ (107.93)
Bill	9048930162	03/02/2016	6501 - M&R - Buildings & Grounds	\$ (686.55)
				\$ (889.40)
Bill Pmt -Check	30542	03/14/2016 AT&T 60197	1030 - Cash- Checking	
Bill	7743225	03/01/2016	7005 - Utilities - Telephones	\$ (37.97)
				\$ (37.97)
Bill Pmt -Check	30543	03/14/2016 BAY POINTE LANDSCAPE	1030 - Cash- Checking	
Bill	BPL-0888	03/03/2016	6501 - M&R - Buildings & Grounds	\$ (1,050.00)
				\$ (1,050.00)
Bill Pmt -Check	30544	03/14/2016 CARLMONT HARDWARE	1030 - Cash- Checking	
Bill	B78615	03/08/2016	6501 - M&R - Buildings & Grounds	\$ (32.68)
				\$ (32.68)
Bill Pmt -Check	30545	03/14/2016 CINTAS CORPORATION	1030 - Cash- Checking	
Bill	464569382	03/01/2016	6052 - Uniforms	\$ (339.07)
Bill	464572228	03/03/2016	6052 - Uniforms	\$ (339.07)
Bill	464575056	03/10/2016	6052 - Uniforms	\$ (380.97)
				\$ (1,059.11)
Bill Pmt -Check	30546	03/14/2016 G. H. DABABO	1030 - Cash- Checking	
Bill	GHD022916	02/29/2016	207025 - 796 Miramar Terrace Fire Flow	\$ (638.30)
				\$ (638.30)
Bill Pmt -Check	30547	03/14/2016 GOLDEN STATE FLOW MEASUREMENT INC	1030 - Cash- Checking	
Bill	1-051181	03/01/2016	1738 - Meter Chg Out - Parts	\$ (574.65)
Bill	1-051226	03/03/2016	1738 - Meter Chg Out - Parts	\$ (30.00)
				\$ (604.65)
Bill Pmt -Check	30548	03/14/2016 HOME DEPOT	1030 - Cash- Checking	
Bill	5044435	03/04/2016	6501 - M&R - Buildings & Grounds	\$ (16.62)
			6502 - M&R - Equipment & Tools	\$ (55.55)
				\$ (72.17)

Mid-Peninsula Water District Check Detail

February 17 through March 15, 2016

Bill Pmt -Check	30549	03/14/2016 INTERSTATE BATTERY SYSTEM, INC.	1030 - Cash- Checking	
Bill	185616	03/09/2016	6402 - Pumping	\$ (195.48)
				\$ (195.48)
Bill Pmt -Check	30550	03/14/2016 LYNGSO GARDEN MATERIAL INC	1030 - Cash- Checking	
Bill	911567	03/10/2016	6406 - Fire Hydrants	\$ (39.79)
				\$ (39.79)
Bill Pmt -Check	30551	03/14/2016 OFFICE TEAM	1030 - Cash- Checking	
Bill	45265045	03/08/2016	7110 - Prof Serv - Miscellaneous	\$ (962.50)
				\$ (962.50)
Bill Pmt -Check	30552	03/14/2016 OREILLY AUTO PARTS, INC.	1030 - Cash- Checking	
Bill	3535-443356	03/03/2016	6501 - M&R - Buildings & Grounds	\$ (41.01)
				\$ (41.01)
Bill Pmt -Check	30553	03/14/2016 PACIFIC WEST SECURITY, INC.	1030 - Cash- Checking	
Bill		03/08/2016	1410 - Prepaid Expenses	\$ (321.00)
Bill		03/08/2016	1410 - Prepaid Expenses	\$ (1,398.00)
				\$ (1,719.00)
Bill Pmt -Check	30554	03/14/2016 PENINSULA TRUCK REPAIR	1030 - Cash- Checking	
Bill	2367	03/01/2016	6503 - M&R - Vehicle & Large Equip	\$ (4,998.87)
				\$ (4,998.87)
Bill Pmt -Check	30555	03/14/2016 PG&E CFM/PPC DEPT	1030 - Cash- Checking	
Bill	7816-1MAR2016	03/07/2016	7003 - Utilities - Electric - Pumping	\$ (192.08)
Bill	3667-2MAR2016	03/07/2016	7003 - Utilities - Electric - Pumping	\$ (63.13)
Bill	2454-4MAR2016	03/07/2016	7003 - Utilities - Electric - Pumping	\$ (29.67)
Bill	6556-8MAR20216	03/08/2016	7003 - Utilities - Electric - Pumping	\$ (78.35)
Bill	8936-0MAR2016	03/08/2016	7003 - Utilities - Electric - Pumping	\$ (1,609.19)
Bill	7951-5MAR2016	03/08/2016	7003 - Utilities - Electric - Pumping	\$ (147.73)
				\$ (2,120.15)
Bill Pmt -Check	30556	03/14/2016 PIRTEK SFO	1030 - Cash- Checking	
Bill	S2238483.001	03/01/2016	6503 - M&R - Vehicle & Large Equip	\$ (272.03)
				\$ (272.03)
Bill Pmt -Check	30557	03/14/2016 RGK TECHNICAL SALES	1030 - Cash- Checking	
Bill		03/01/2016	7002 - Utilities - Cell Telephone	\$ (43.50)
				\$ (43.50)

Mid-Peninsula Water District Check Detail

February 17 through March 15, 2016

Bill Pmt -Check	30558	03/14/2016 ROBERTS & BRUNE CO. INC.	1030 - Cash- Checking	
Bill	S153268.002	03/01/2016	1738 - Meter Chg Out - Parts	\$ (778.79)
Bill	S1543966.001	03/01/2016	6404 - Mains/Distribution	\$ (230.59)
Bill	S1545600.001	03/02/2016	1738 - Meter Chg Out - Parts	\$ (211.30)
Bill	S1545896.001	03/07/2016 ROBERTS & BRUNE CO. INC.	2100 - Accounts Payable	\$ -
Bill	S1546491.001	03/08/2016 ROBERTS & BRUNE CO. INC.	2100 - Accounts Payable	\$ -
				\$ (1,220.68)
Bill Pmt -Check	30559	03/14/2016 SHORELINE ASSETS GROUP, LLC	1030 - Cash- Checking	
Bill	SAG022916	02/29/2016	207026 - 2417 Coronet Fire Flow	\$ (638.30)
			207027 - 2128 Pullman Fire Flow	\$ (638.30)
				\$ (1,276.60)
Bill Pmt -Check	30560	03/14/2016 TAP MASTER, INC	1030 - Cash- Checking	
Bill	0216-97	03/01/2016	207023 - 740 El Camino - Fire Install	\$ (525.00)
				\$ (525.00)
Bill Pmt -Check	30561	03/14/2016 VICTOR J. WARD	1030 - Cash- Checking	
Bill	VW022916	02/29/2016	207001 - 3900 Marsten Ave Fire Flow	\$ (638.30)
				\$ (638.30)
Bill Pmt -Check	30562	03/14/2016 PETTY CASH	1030 - Cash- Checking	
Bill		03/10/2016	7205 - Meeting Expenses	\$ (85.94)
			6404 - Mains/Distribution	\$ (61.71)
			6503 - M&R - Vehicle & Large Equip	\$ (15.21)
			7106 - Prof Serv - Accting & Payroll	\$ (44.77)
			6502 - M&R - Equipment & Tools	\$ (8.71)
			6501 - M&R - Buildings & Grounds	\$ (119.46)
				\$ (335.80)
Bill Pmt -Check	30563	03/14/2016 TOWNE FORD SALES	1030 - Cash- Checking	
Bill	9718	03/14/2016	1511 - VEHICLES & EQUIPMENT CY	\$ (27,862.84)
Bill	9717	03/14/2016	1511 - VEHICLES & EQUIPMENT CY	\$ (27,862.84)
Bill	9716	03/14/2016	1511 - VEHICLES & EQUIPMENT CY	\$ (27,862.84)
				\$ (83,588.52)
Check	EFT031116	03/11/2016 CALPERS	1030 - Cash- Checking	
			1430 - Payroll Clearing A/C	\$ (1,211.49)
			1430 - Payroll Clearing A/C	\$ (1,385.07)
				\$ (2,596.56)

Mid-Peninsula Water District Check Detail

February 17 through March 15, 2016

Check	55125	03/09/2016 JUSTIN KHOE	1030 · Cash- Checking 4012 · Water Refunds	\$ (4.60)
				\$ (4.60)
Check	55126	03/09/2016 BRIANNE BISHOP	1030 · Cash- Checking 4012 · Water Refunds	\$ (16.00)
				\$ (16.00)
Check	55127	03/09/2016 MATT HERRON	1030 · Cash- Checking 4012 · Water Refunds	\$ (39.50)
				\$ (39.50)
Check	55128	03/09/2016 ROBERT PERI	1030 · Cash- Checking 4012 · Water Refunds	\$ (22.00)
				\$ (22.00)
Check	55129	03/09/2016 MARCIA PEREZ-LIZANO	1030 · Cash- Checking 4012 · Water Refunds	\$ (16.93)
				\$ (16.93)
Check	55130	03/09/2016 JEAN TSUI	1030 · Cash- Checking 4012 · Water Refunds	\$ (8.87)
				\$ (8.87)
Check	55131	03/09/2016 HWAI CHANG	1030 · Cash- Checking 4012 · Water Refunds	\$ (16.20)
				\$ (16.20)
Check	55132	03/09/2016 CAROL GOSHO	1030 · Cash- Checking 4012 · Water Refunds	\$ (6.07)
				\$ (6.07)
Check	55133	03/09/2016 PIPE & PLANT SOLUTIONS	1030 · Cash- Checking 4012 · Water Refunds	\$ (10.00)
				\$ (10.00)
Check	55134	03/09/2016 STOIA BROS INC.	1030 · Cash- Checking 4012 · Water Refunds	\$ (29.00)
				\$ (29.00)
TOTAL				\$ 682,861.45



AGENDA ITEM NO. 7.A.

DATE: March 24, 2016
 TO: Board of Directors
 FROM: Tammy Rudock, General Manager

SUBJECT: DROUGHT AND WATER CONSERVATION PROGRESS REPORT

RECOMMENDATION

Receive progress report on drought and water conservation activities.

BACKGROUND

June 1, 2015 was the start of the SWRCB’s measurement period for the 2015/2016 statewide water conservation goals. The MPWD system’s conservation goal is 20% when compared to 2013 water consumption. The measurement period initially ended February 29, 2016; however, on February 2, 2016, the State extended it by 270 days—until October 31, 2016.

DISCUSSION

The report due March 15th to the SWRCB was timely submitted. February’s water consumption was 71,345 units—**the lowest in MPWD’s history for February since 1962!** The reduction (compared with 2013) measured -17.5%. The R-GPCD was 58.5. By comparison, the February 2015 PERCENT CHANGE was -7.7% and the R-GPCD was 69.6.

MPWD’s cumulative water savings (since tracking started on June 1, 2015) = -25.4% → 5.4% greater than the MPWD system conservation goal of 20%.

2015/2016 MONTH	2015/2016 UNITS	2013 UNITS	PERCENT CHANGE*	CUMULATIVE WATER SAVINGS*	2015/2016 R-GPCD	2013 R-GPCD
June 2015	103,863	150,614	-31.0%	-31.0%	82.3	122.6
July	105,639	156,081	-32.3%	-31.7%	81.1	122.9
August	106,832	155,788	-31.4%	-31.6%	82.0	122.7
September	105,459	145,551	-27.5%	-30.6%	83.6	118.5
October	98,345	122,117	-19.5%	-28.3%	75.5	96.2
November	77,733	106,535	-27.0%	-28.1%	61.6	86.7
December	70,423	94,062	-25.1%	-27.7%	54.0	74.1
January 2016	69,741	84,202	-17.2%	-26.4%	53.5	66.3
February	71,345	86,478	-17.5%	-25.4%	58.5	75.4
March		106,663				84.0
April		120,265				97.9
May		155,736				122.7
June		150,614				122.6
July		156,081				122.9
August		155,788				122.7
September		145,551				118.5
October		122,117				96.2

*Compared to 2013.

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

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

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
2016	2	1											61
2015	2	0	5	12	6	6	12	5	5	3	1	0	58
2014	-	-	-	-	-	-	3	6	3	4	7	0	23

The SWRCB Media Release dated February 25, 2016, and statewide Emergency Water Conservation Regulations Update dated March 1, 2016, are attached for information.

BACKGROUND

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

CALENDAR YEAR 2015 - JANUARY THROUGH MAY

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

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

CALENDAR YEAR 2014 - FEBRUARY THROUGH DECEMBER

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

*Compared to 2013.

The R-GPCD (Residential-Gallons Per Capita Day) calculations are highlighted above in yellow. The SWRCB performance standard for indoor use is 55GPCD. (Note: For Calendar Years 2014 and 2015 tracking, the SWRCB formula for calculating the R-GPCD included MPWD factors: 85% residential use of total production, and population from 2010 Urban Water Management Plan—26,030.)

Attachments: SWRCB Media Release dated February 25, 2016
SWRCB statewide Emergency Conservation Regulation Update dated March 1, 2016



Media Release

CALIFORNIANS SAVE 1.1 MILLION ACRE-FEET OF WATER, URGED TO STAY FOCUSED ON CONSERVATION

***DESPITE DROP IN THE CUMULATIVE WATER CONSERVATION RATE,
RESIDENTS REDUCE WATER USE TO LOWEST PER CAPITA LEVEL EVER RECORDED***

**FOR IMMEDIATE RELEASE
Feb. 25, 2016**

**Contact: George Kostyrko
gkostyrko@waterboards.ca.gov**

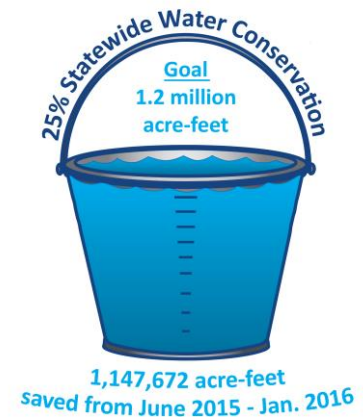
SACRAMENTO – For the first time since June, California just missed Governor Edmund G. Brown Jr.’s 25 percent water conservation mandate in January, as urban water suppliers reported a cumulative savings of 24.8 percent for the eight months since mandatory conservation began.

With more than 1.1 million acre-feet of water conserved from June 2015 through January, the state is 96 percent of the way toward reaching its goal of 1.2 million acre-feet of water to be saved by the end of February, an unprecedented conservation achievement.

Nonetheless, California remains in a record drought. Californians are urged not to relax their water-saving habits and continue conserving by reducing or eliminating outdoor irrigation when it’s wet and keeping household water use to the essentials.

“We’re hoping for every raindrop and every snowflake we can handle. We’re hoping for a miracle March and an awesome April. But we can’t know what the next couple months will bring. And a warm and dry February has proved that we can’t count on El Niño to save us,” said State Water Resources Control Board Chair Felicia Marcus. “Californians have risen to the occasion as never before. But we have to stay the course. We have to keep it up.”

Statewide, the conservation rate dropped from 18.4 percent in December 2015 to 17.1 percent in January, likely because January 2016 was warmer than January 2013. Residents generally use much less water for outdoor irrigation in the winter months, so there’s less opportunity for



Water Conservation Quick Links

[Factsheet: January by the Numbers](#)

[June 2014 - January 2016 Data Set](#)

[Cumulative Savings and Conservation Compliance for January](#)



savings. Nonetheless, average per capita water use declined from 67 gallons per person per day in December 2015 to 61 gallons in January, the lowest statewide per-person rate since water-use reporting began in June 2014.

With the drier than expected February, and lower January conservation results, Californians are urged to re-focus their efforts to conserve through the winter and spring months. These efforts should include complying with urban water supplier directives to switch to once-a-week watering schedules, not irrigating outdoors during and within 48 hours following a rain event, and fixing leaks that are discovered during individual water user audits.

In November 2015, the Governor issued an [Executive Order](#) directing the State Water Board to extend and revise the drought emergency water conservation regulation based on conditions through January. The Board adopted an updated and [extended emergency regulation](#) on February 2 and the extended emergency regulation took effect February 11.

The State Water Board may revisit the regulations based on a review of the statewide water supply and drought status in March and April. This review will include considering reservoir level reports, snow pack totals, and how individual communities are doing in building drought resiliency through water recycling enhancements and other methods to stretch both potable and non-potable water supplies.

January Conservation Data

- For June through January, the cumulative statewide reduction was 24.8 percent, compared to the same months in 2013. That equates to more than 1.1 million acre-feet of water saved, putting the state 96 percent of the way to meeting the 1.2 million acre-feet savings goal to be achieved by the end of February.
- Statewide water savings for January was 17.1 percent (62,644 acre-feet or 20.4 billion gallons), a decrease from December 2015's 18.4 percent savings. See fact sheet [here](#).
- Due to the lower monthly savings, January saw the lowest level of water supplier compliance to date with 58 percent of suppliers meeting their conservation standards.
- Statewide average water use for January was the lowest on record at 61 residential gallons per capita per day (R-GPCD), down from 67 gallons per person per day in December 2015.

Enforcement

The State Water Board's Office of Enforcement continues to work with water suppliers that are not meeting their conservation standards, and with small water suppliers that have not filed their December 2015 report.

Since June 2015 the State Water Board has issued:

- 97 warning letters;
- 117 information orders;
- 12 conservation orders;
- Four Administrative Civil Liability Complaints (one fine paid, three in negotiations); and
- Seven alternative compliance orders.

Background

In his April 1, 2015 [Executive Order](#), Gov. Brown mandated a 25 percent water use reduction for cities and towns across California. In May 2015, the State Water Board adopted an emergency regulation requiring an immediate 25 percent reduction in overall potable urban water use. The regulation uses a sliding scale for setting conservation standards, so that communities that have already reduced their R-GPCD through past conservation will have lower mandates than those that have not made such gains since the last major drought.

On February 2, 2016, based on Gov. Brown's [November 2015 Executive Order](#), the State Water Board approved an updated and expanded emergency regulation that will continue mandatory reductions through October, unless revised before then. The extended regulation responded to calls for continuing the conservation structure that has spurred such dramatic savings so far while providing greater consideration of three factors that influence water use: climate, population growth and significant investments in new local, drought-resilient water supplies such as wastewater reuse and desalination. Under the extended regulation, statewide water conservation is expected to continue at the high levels Californians have been achieving since June 2015.

The State Water Board tracks water conservation for each of the state's larger urban water suppliers (those with more than 3,000 connections) on a monthly basis, but compliance with individual water supplier conservation requirements and the statewide 25 percent mandate is based on cumulative savings. Cumulative tracking means that conservation savings will be added together from one month to the next and compared to the amount of water used during the same months in 2013.

California has been dealing with the effects of an unprecedented drought. To learn about all the actions the state has taken to manage our water system and cope with the impacts of the drought, visit [Drought.CA.Gov](#). Every Californian should take steps to conserve water. Find out how at [SaveOurWater.com](#). In addition to many effective local programs, state-funded turf removal and toilet replacement rebates are also available. Information and rebate applications can be found at: [www.saveourwaterrebates.com/](#).

###

Emergency Water Conservation Regulation Update

Office of Research, Planning, and Performance

March 1, 2016



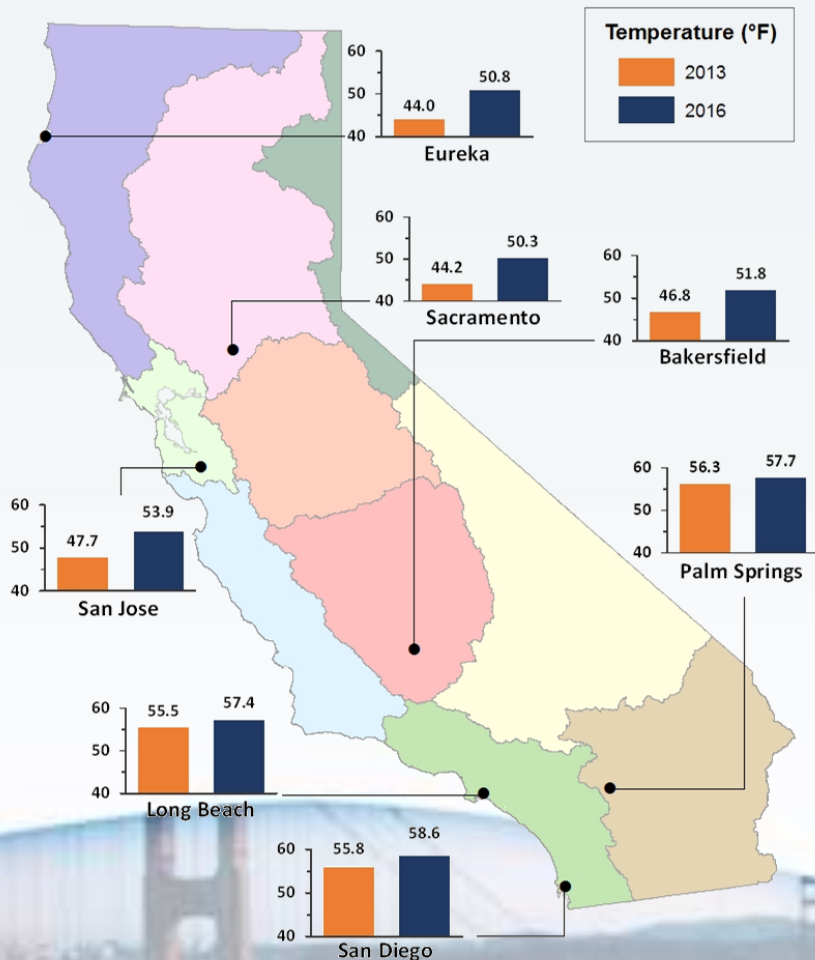
Status of Implementation

- Water production numbers collected from June 2014 through January 2016 (20 months)
- Eighth month with statewide goal to cumulatively reduce total potable urban water use by 25 percent
- 401 (of 410) suppliers submitted January reports
- Water Board enforcement actions taken based on June 2015 – January 2016 cumulative supplier compliance

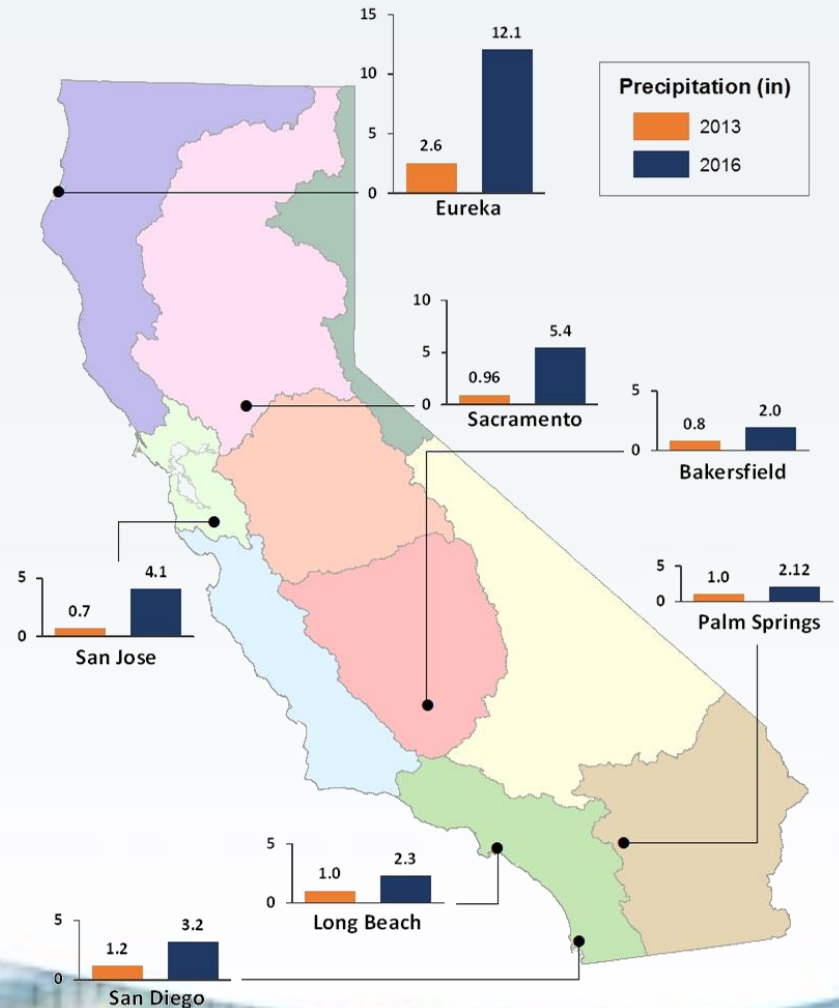
January Weather Conditions

(Select Cities)

Temperature



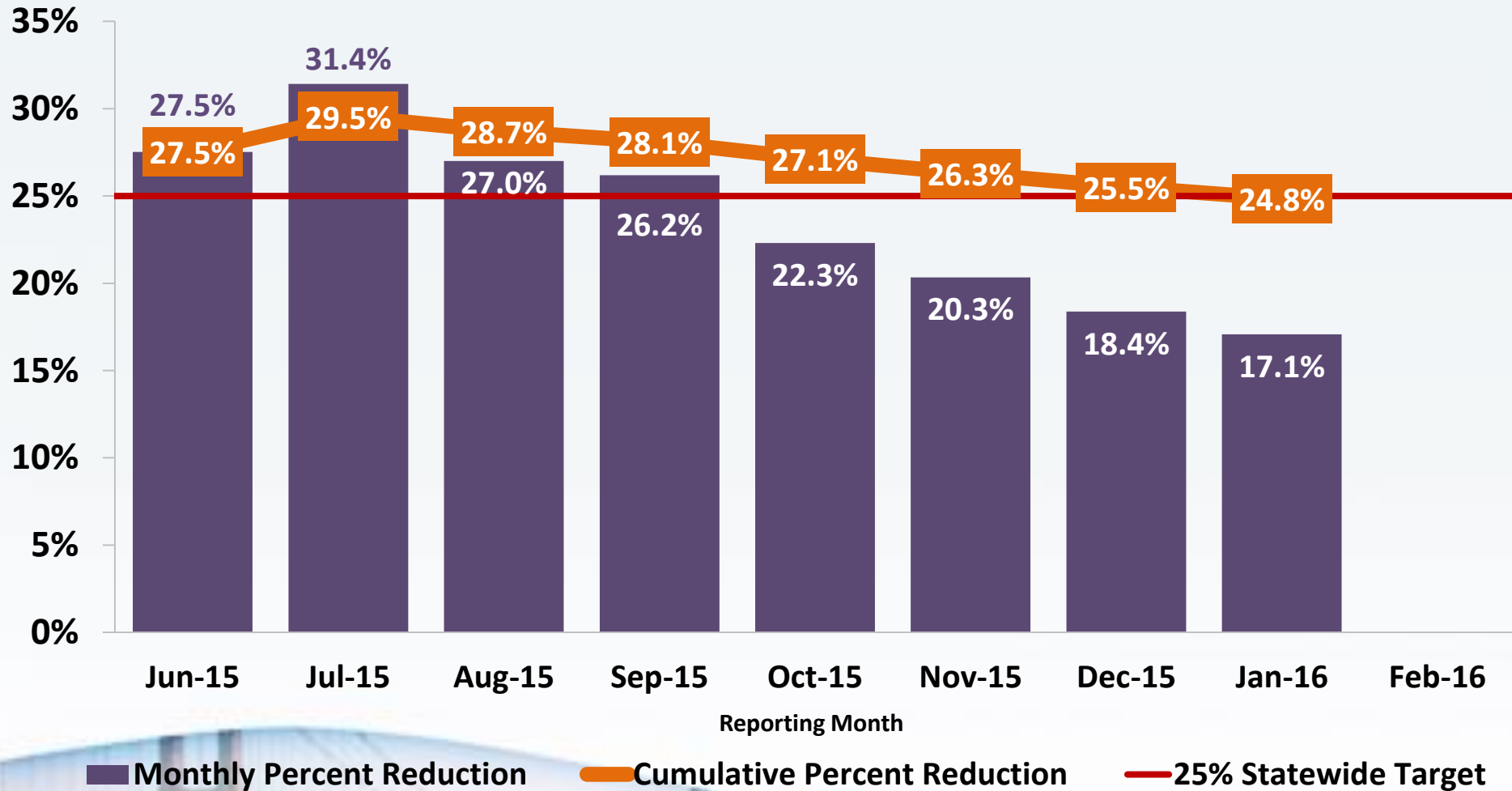
Precipitation



Statewide, January 2016 was hotter and wetter than January 2013

Statewide Water Production Percent Reduction

(Compared to 2013)

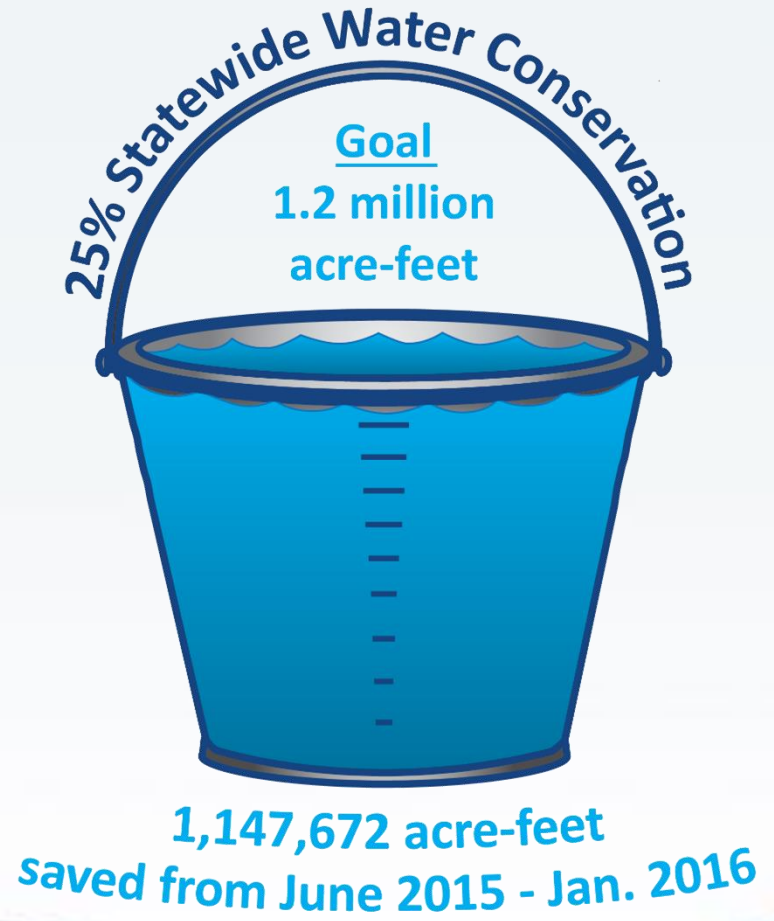


January 2016 savings (20.4 billion gallons or 62,664 acre-feet) brings statewide 8-month cumulative savings to 24.8 percent

Statewide Cumulative Savings

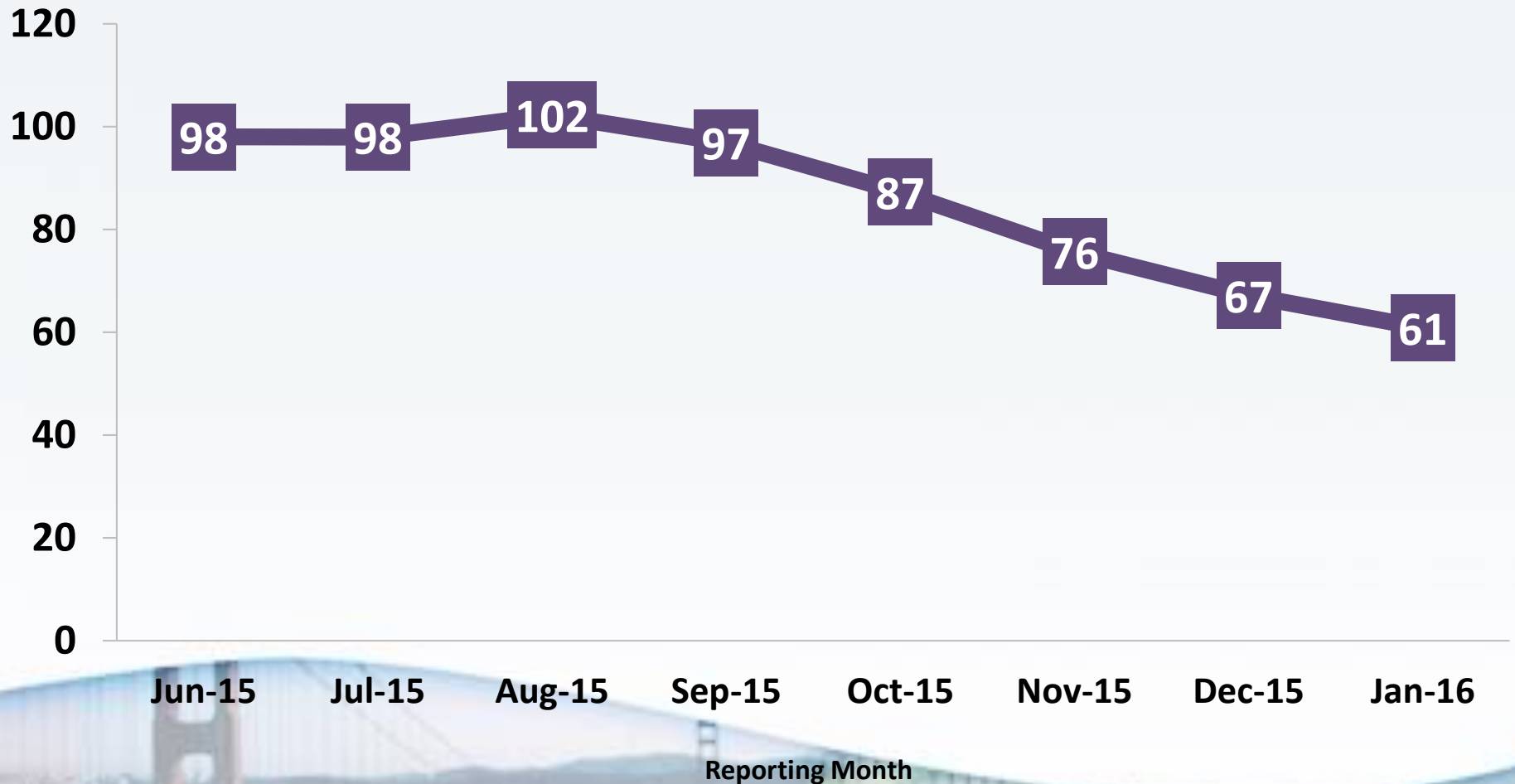
(June 2015 – January 2016)

- 1,147,672 acre-feet (374.0 billion gallons) of water saved
- This is 96% of savings goal
- Savings is enough to provide 5.7 million Californians with water for one year



Statewide Monthly Average Residential Gallons per Capita per Day

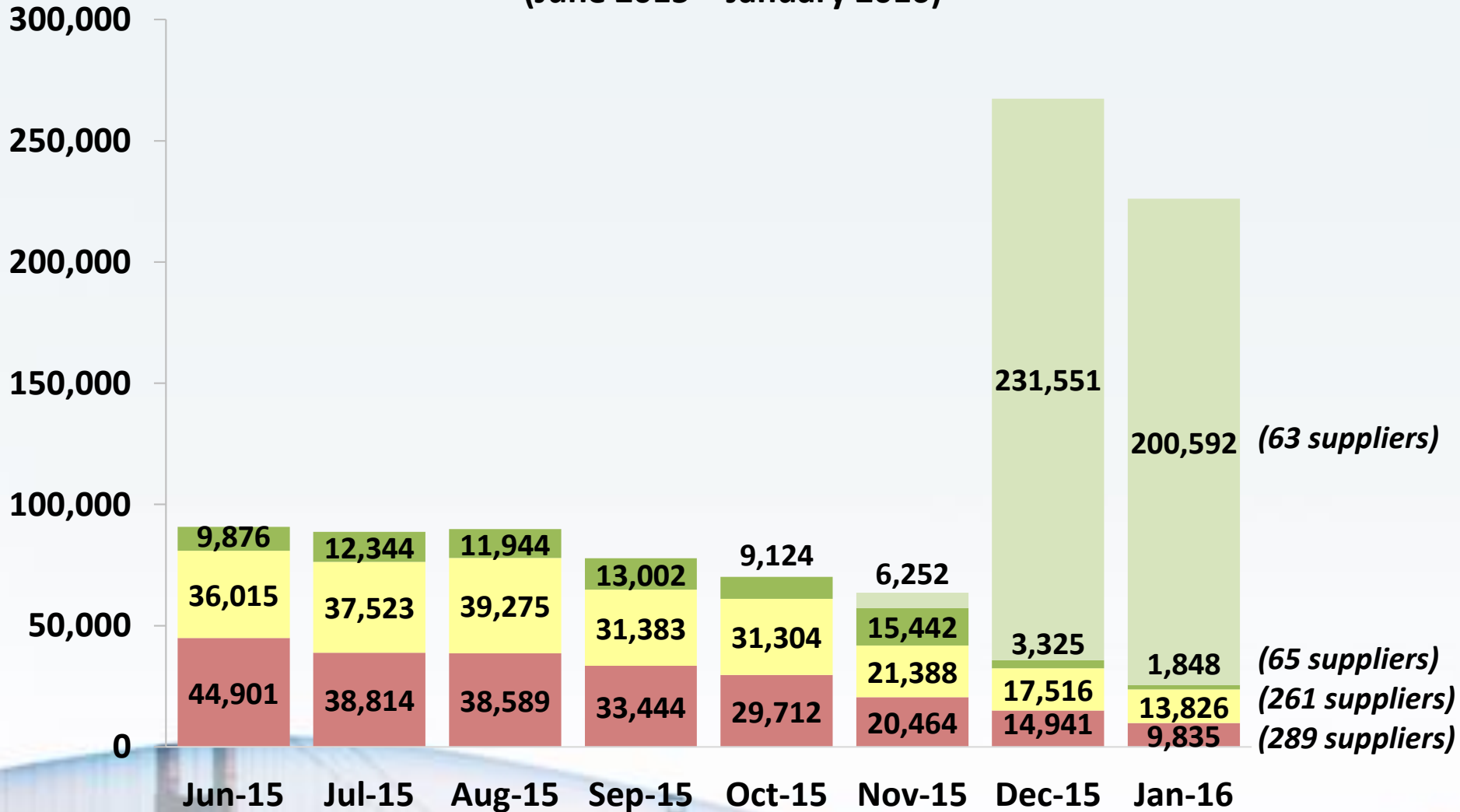
(June 2015 – January 2016)



Average Statewide January 2016 R-GPCD = 61

Supplier Enforcement Actions Taken

(June 2015 – January 2016)



Reporting Month

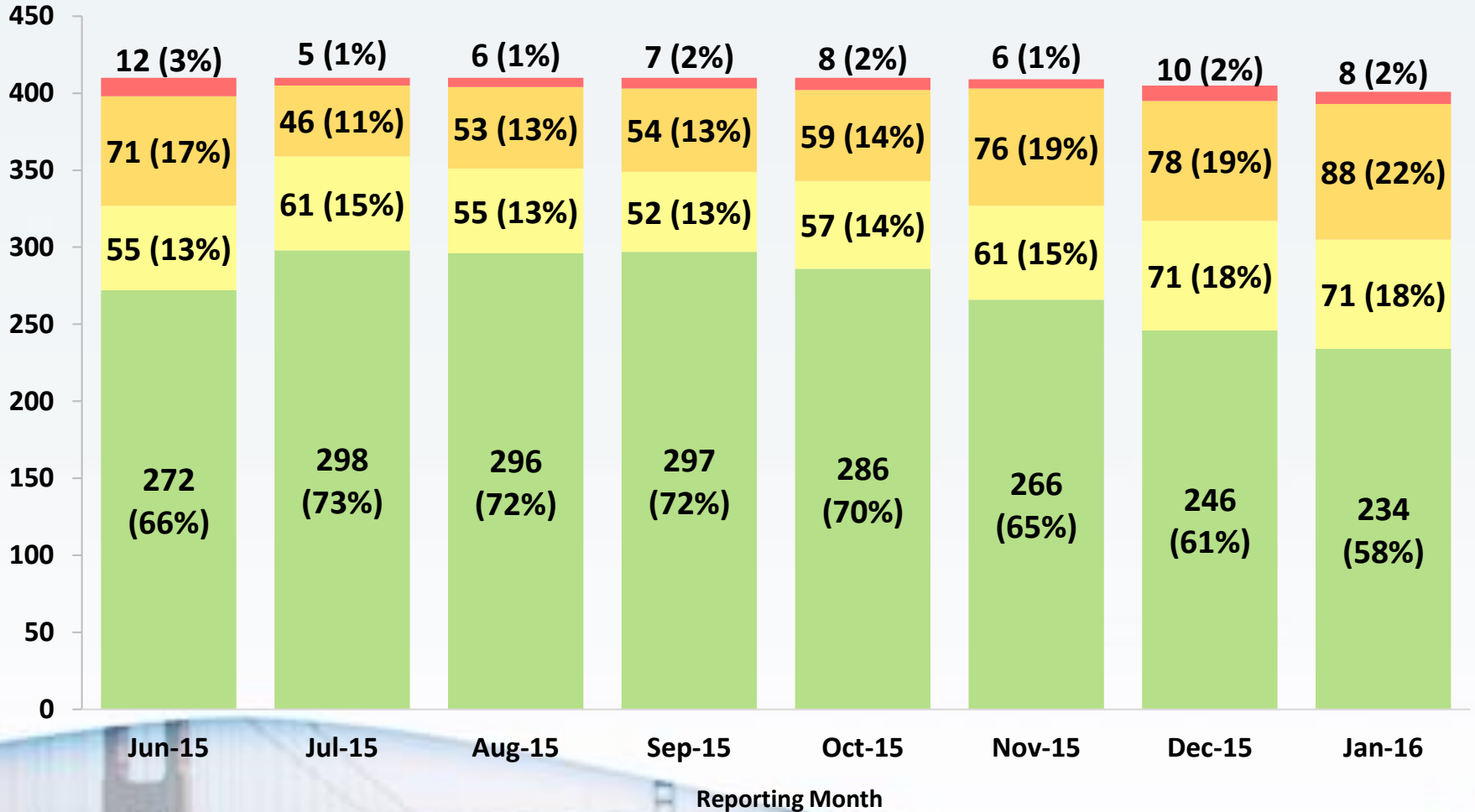
Complaints Received
Other Penalties Assessed

36

Warnings Issued
Rate Penalties Assessed

Suppliers Reporting by Compliance Priorities

(June 2015 – January 2016)



- 1 Greater than 15 percentage points from meeting standard
- 2 Between five and 15 percentage points from meeting standard
- 3 Between one and five percentage points from meeting standard
- 0 Met or within one percentage point from meeting standard

Water Board Enforcement Actions since June 2015

Urban Water Suppliers

- Office of Enforcement has issued:
 - 97 Warning Letters
 - 117 Notices of Violation
 - 7 Alternative Compliance Orders
 - 12 Conservation Orders
 - 4 Administrative Civil Liability Complaints

Water Board Enforcement Actions since June 2015

Small Water Suppliers

- In response to the annual reports due Dec 2015, OE issued:
 - 52 Warning Letters (compliance could not be assessed)
 - 200 Out of Compliance Notices of Violation
 - 677 Non-Reporter Notices of Violation
- Working with small suppliers to achieve compliance
 - 1,906 reporters (almost 90 percent of required reporters)
- Working to update database of small suppliers

Small Suppliers vs. Urban Suppliers

- Definition of a Small Supplier
 - Community system, serving less than 3,000 connections or producing less than 3,000 acre-feet per year
 - Commercial, Industrial, Institutional systems are still required to comply but are not required to report
- Comparing Small to Urban
 - Numbers: ~2,200 vs. 409 (over 5 times as many small suppliers)
 - Reporters: 86 percent vs. 98 percent for January
 - Average Total Volume Water Produced (June through Dec):
 - 11 billion gallons vs. 154 billion gallons
 - Small supplier volume is 7 percent that of urban suppliers

Performance for Suppliers with Conservation Orders (12)

- For June through January, 7 out of 12 suppliers show upward trends for cumulative percent savings
 - Order for Rainbow MWD, which has been meeting target for the past few months, to be rescinded
- 11 out of 12 are missing cumulative percent and volumes by
 - Between 7 and 29 percent
 - Between 73 and 441 million gallons

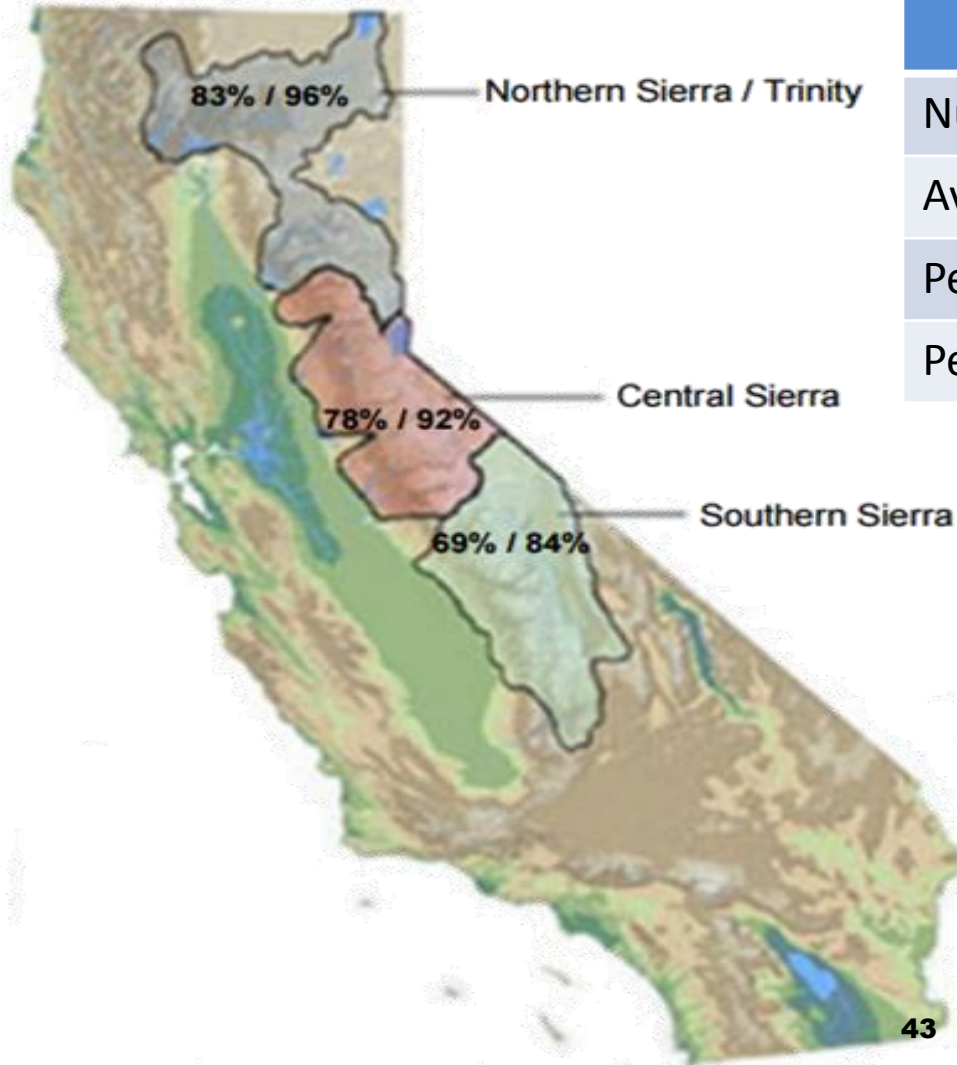
Performance for Suppliers with Alternative Compliance Orders (7)

- For June through January, 5 out of 7 suppliers show upward trends for cumulative percent savings
 - 2 suppliers are meeting targets
 - All suppliers meeting items of their orders
- 5 out of 7 are missing cumulative percent and volumes by
 - Between 9 and 16 percent
 - Between 11 and 647 million gallons
- Progress will continue to be tracked moving forward

Snow Water Equivalents

(Inches, as of February 25, 2016)

% of April 1 Average / % of Normal for This Date

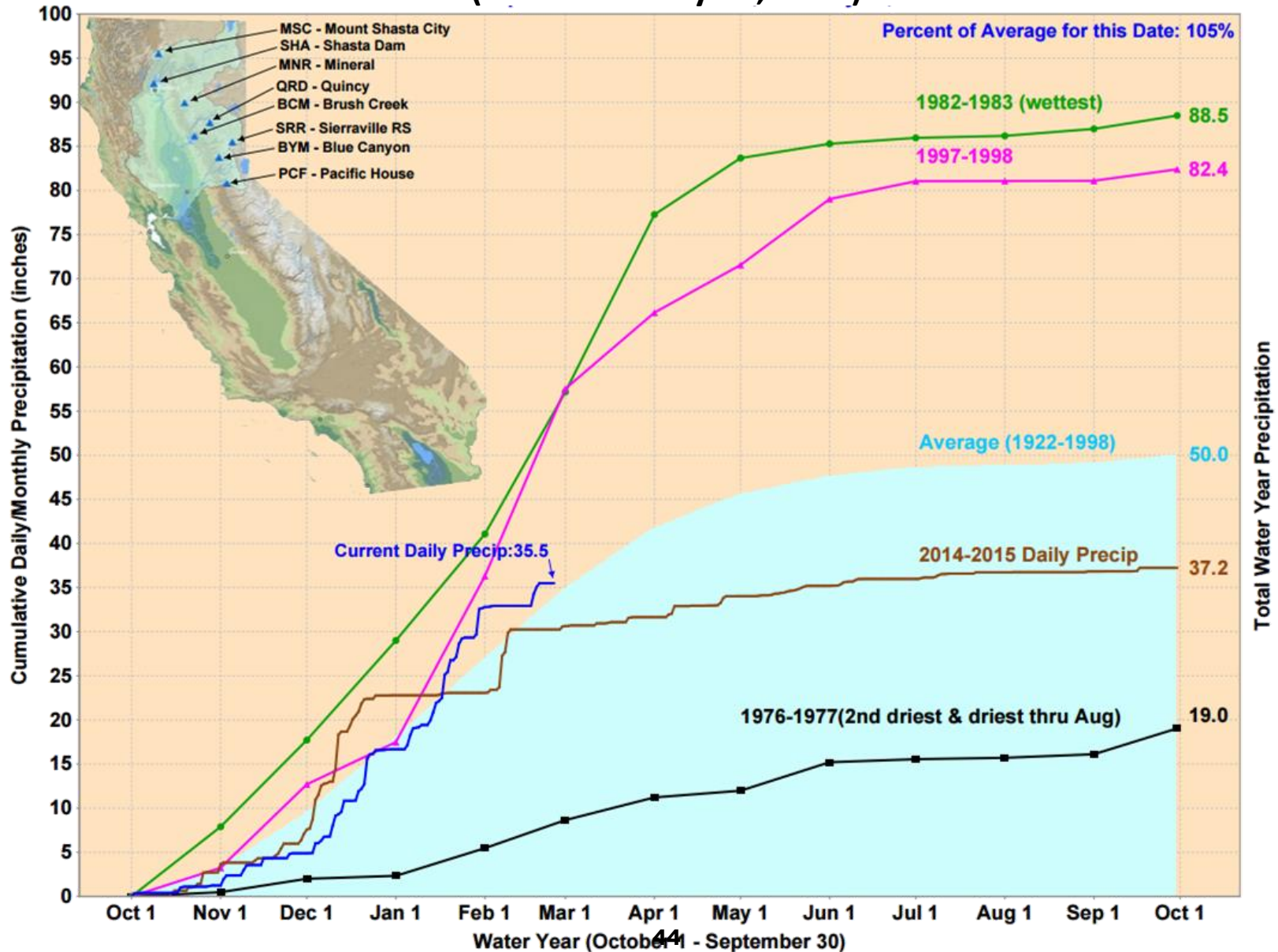


Statewide Summary

Number of Stations Reporting	95
Average Snow Water Equivalent (in)	21.2
Percent of April 1 Average (%)	77
Percent of Normal for this Date	91

Northern Sierra Precipitation: 8 Station Index

(As of February 25, 2016)



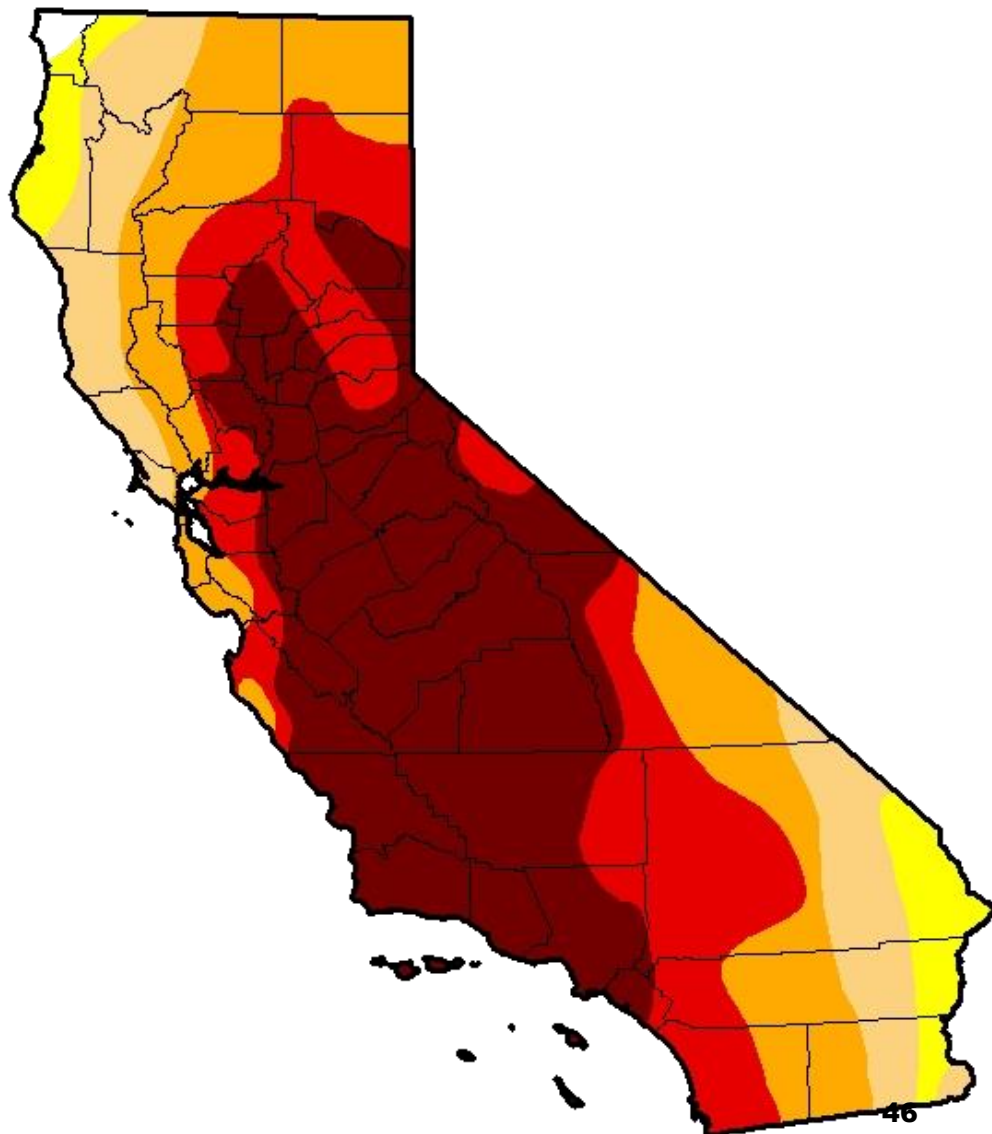
Reservoir Storage

(As of February 24, 2016)

Reservoir	Capacity Thousand Acre-Feet (TAF)	% Capacity	% Historic Average
Shasta	4,552	59	82
Oroville	3,538	51	74
Trinity Lake	2,448	34	46
New Melones	2,420	19	31
San Luis	2,039	42	50
Don Pedro	2,030	45	64
McClure (Exchequer)	1,024	17	33
Pine Flat	1,000	26	49
Folsom	977	64	116
Bullards Bar	966	70	109

U.S. Drought Monitor California

February 23, 2016
(Released Thursday, Feb. 25, 2016)
Valid 7 a.m. EST



Drought Conditions (Percent Area)

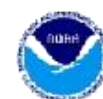
	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
Current	0.43	99.57	94.38	81.82	60.86	38.48
Last Week <i>2/16/2016</i>	0.29	99.71	94.69	81.82	61.40	38.48
3 Months Ago <i>11/24/2015</i>	0.14	99.86	97.33	92.26	70.55	44.84
Start of Calendar Year <i>12/29/2015</i>	0.00	100.00	97.33	87.55	69.07	44.84
Start of Water Year <i>9/29/2015</i>	0.14	99.86	97.33	92.36	71.08	46.00
One Year Ago <i>2/24/2015</i>	0.16	99.84	98.10	93.44	67.46	39.92

Intensity:



The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. See accompanying text summary for forecast statements.

Author:
Eric Luebehusen
U.S. Department of Agriculture



February 2016 Emergency Regulation

- Adjusted conservation standards take effect March 1st
- Created conservation standard adjustments to consider:
 - Climate differences throughout the state
 - Urban growth
 - Investments in new, local, drought-resilient sources of water supply
- Conservation standard adjustment data are due to State Water Board by March 15th

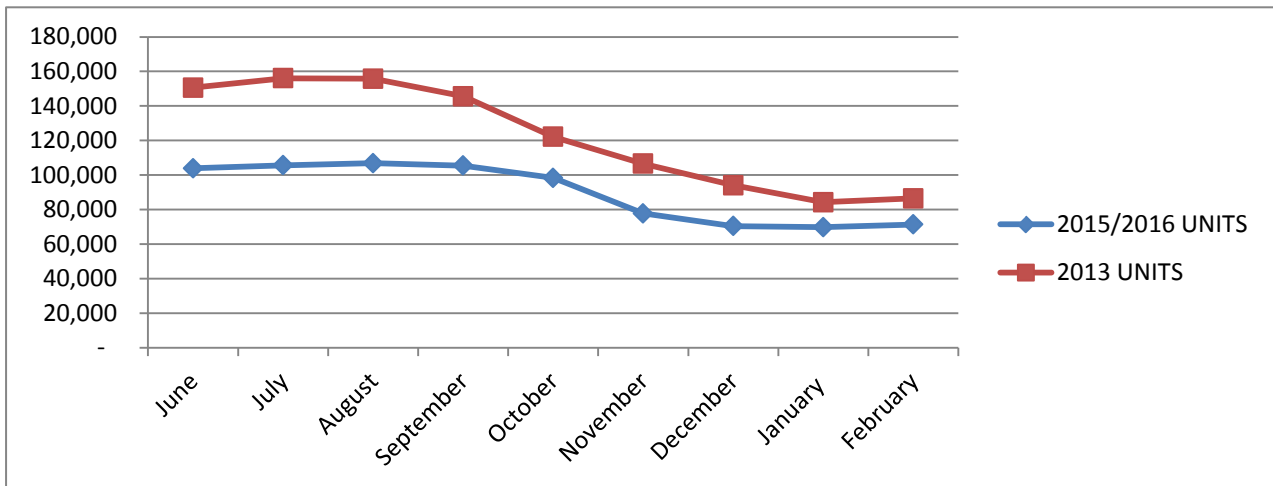
Next Steps

- Staff will release final revised conservation standards in early April
- Staff continue to track drought conditions and will report to the Board in April
- Staff are working with stakeholders on concepts for next steps

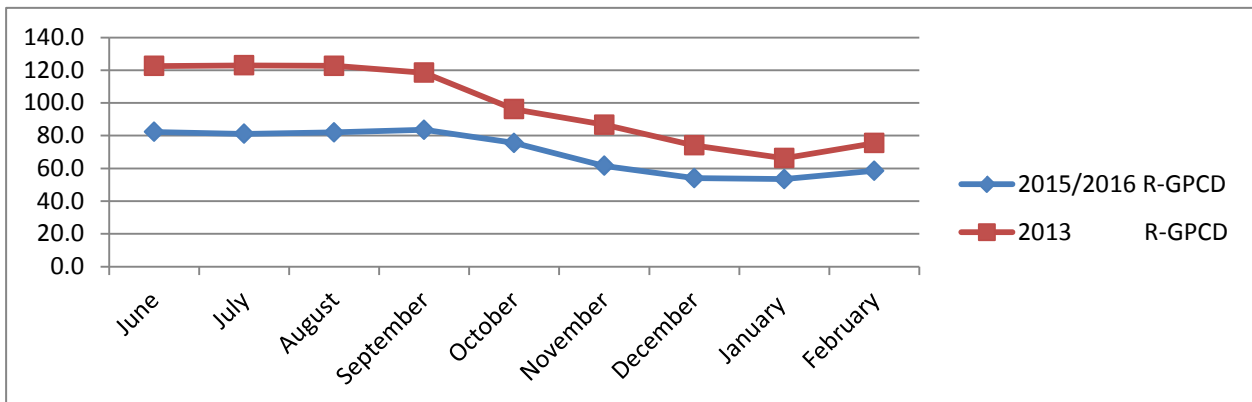
**MID-PENINSULA WATER DISTRICT
WATER CONSERVATION PROGRESS
2013 COMPARED TO 2015**

2015/2016 MONTH	2015/2016 UNITS	2013 UNITS	PERCENT CHANGE*	Cumulative Water Savings*	2015/2016 R-GPCD	2013 R-GPCD
June	103,863	150,614	-31.0%	-31.0%	82.3	122.6
July	105,639	156,081	-32.3%	-31.7%	81.1	122.9
August	106,832	155,788	-31.4%	-31.6%	82.0	122.7
September	105,459	145,551	-27.5%	-30.6%	83.6	118.5
October	98,345	122,117	-19.5%	-28.3%	75.5	96.2
November	77,733	106,535	-27.0%	-28.1%	61.6	86.7
December	70,423	94,062	-25.1%	-27.7%	54.0	74.1
January	69,741	84,202	-17.2%	-26.4%	53.5	66.3
February	71,345	86,478	-17.5%	-25.4%	58.5	75.4

2013 vs 2015 UNITS USED



2013 vs 2015/2016 R-GPCD





AGENDA ITEM NO. 7.B.

DATE: March 24, 2016
TO: Board of Directors
FROM: Tammy Rudock, General Manager

SUBJECT: PROGRESS REPORT ON 2015 URBAN WATER MANAGEMENT PLAN (UWMP)

RECOMMENDATION

Receive progress report on 2015 UWMP.

FISCAL IMPACT

This project is budgeted at \$60,000 within the MPWD FY 2015/2016 Operating Budget. MPWD's contract with ManageWater Consulting, Inc. was approved by the Board on December 16, 2015, in the amount of \$38,860, plus an option not to exceed \$10,000 to negotiate services for a revised WSCP, for a potential project total of \$48,860.

RECAP:

Project budget:	\$38,860 for UWMP
	<u>\$10,102</u> approved proposal for revised WSCP
TOTAL	\$48,962
Expended to date:	<u>\$39,285</u>
BALANCE	\$ 9,677

BACKGROUND

The California Water Code (CWC) Section 10620(a) requires an urban water supplier to prepare and adopt an UWMP consistent with CWC Section 10640. All urban water suppliers, either publicly or privately owned, serving municipal water to 3,000 or more customers or supplying more than 3,000AF annually are required to prepare an UWMP. The UWMP is required for an urban water supplier to be eligible for California Department of Water Resources (CA DWR) state grants, loans, and drought assistance. **The UWMP must be adopted and submitted to the DWR by July 1, 2016.**

DISCUSSION

Last month I reported that Sections 1-3 were completed:

- Section 1: Introduction and Overview
- Section 2: Plan Preparation
- Section 3: System Description

And that staff and the consulting team were busy working on the “meaty” sections of the UWMP regarding system demand, water use targets, and system supply and all the data related thereto for the required tables and charts.

All requisite notices were mailed out, published, and posted.

Since last month, Sections 4-10 have been completed:

- Section 4: System Water Use
- Section 5: Baselines and Targets
- Section 6: System Supplies
- Section 7: Water Supply Reliability
- Section 8: Water Shortage Contingency Planning
- Section 9: Demand Management Measures
- Section 10: Plan Adoption, Submittal, Implementation

A more functional Water Shortage Contingency Plan (WSCP) has been developed.

The project is on target and the internal Administrative DRAFT is expected from the consultant on April 21st.

The Public Review DRAFT is projected for release on May 11th. The Board will initially consider it at their regular meeting scheduled on May 26th.

The Final UWMP will be considered by the Board during a public hearing on June 23rd.



AGENDA ITEM NO. 8.A.

DATE: March 24, 2016
TO: Board of Directors
FROM: Tammy Rudock, General Manager

SUBJECT: DISCUSS PRELIMINARY WATER REVENUE REQUIREMENTS FOR FISCAL YEAR 2016/2017

RECOMMENDATION:

Discuss preliminary water revenue requirements for Fiscal Year 2016/2017.

FISCAL IMPACT:

Preliminary discussion at this time—fiscal impact to be determined.

BACKGROUND:

The SFPUC's Annual Meeting for Wholesale Customers and BAWSCA was held on February 18, 2016, wherein projected water rate increases were discussed. Attached for reference are SFPUC's PowerPoint slides numbered 72-80 regarding its budget and water rate projections.

At the present time, the projected SFPUC wholesale water rate increase is 8% effective July 1, 2016— from \$3.75CCF to \$4.05CCF. That will be confirmed after the SFPUC's water rate hearing scheduled on May 10, 2016.

MPWD's Proposition 218 notice (attached) sent to all customers last year proposed a 6% water rate adjustment effective July 1, 2016, and also included:

- A pass thru provision for any additional increase in SFPUC wholesale water rates above its projected \$3.78CCF for FY 2016/2017; and
- Provision for Water Shortage Emergency Rates up to 50% reduction target.

DISCUSSION:

Staff conferred with Alex Handlers at Bartle Wells Associates and requested an analysis of MPWD's FY 2015/2016 financial projections versus actuals to date and recommendations for FY 2016/2017 that might differ from the MPWD Water Rates Study & Financial Plan dated May 26, 2015. Their report was not ready at agenda publication time but will be discussed at the Board meeting.

For purposes of discussion, staff met and developed options for FY 2016/2017 water revenue considerations:

1. Follow the recommendations in the 2015 MPWD Water Rates Study & Financial Plan and consider implementation of:

- A. A pass thru adjustment to tiered rates for the increased SFPUC water cost, which presently would be \$0.30CCF; and
- B. A 6% adjustment to the monthly Fixed System Charge; and
- C. A 2% adjustment to the Water Capacity Charges and Water Demand Offset fees.

The MPWD’s FY 2015/2016 water rate adjustment (implemented July 1, 2015) was 18% and the tiers were also slightly adjusted over a 3-year period.

- 2. Utilize MPWD reserve funds to offset the impact of either or both (or a portion) of the adjustments recommended in 1.A. and 1.B. above. The balance of the MPWD’s reserve funds as of March 15, 2016, was \$4,045,326.
- 3. Implement Water Shortage Emergency Rates for the 25% reduction tier to match the MPWD system cumulative water use reduction to date. That would equate to a 4.3% increase but would also require the 1.A. and 1.B. adjustments above, or portions thereof. The current rates included an assumption that the MPWD system would experience a 20% water use reduction. Through February 29, 2016, the actual water use reduction was 25.4%.
- 4. Funding for the proposed 5-year Capital Improvement Program has yet to be determined. Close to \$50 million in total capital needs has been identified and prioritized. A potential \$25 million capital program has been introduced by staff. Historically, any operating surplus has been dedicated to a capital program. A portion of the operating surplus could be considered to allocate for the purposes of rates stabilization.

Attached are the following reference pages from the MPWD’s 2015 Water Rates Study & Financial Plan as resources for the Board’s discussion:

- Page 24 – MPWD Cash Flow Projections (FY 2014/2015 through FY 2023/2024)
- Page 6 – Table 2: Water Accounts by Customer Class & Meter Size
- Page 10 – Figure 6: Percentage of Single Family Residential Bills, Consumption, and Revenue by Tier
- Page 38 – Table 10: MPWD Water Shortage Emergency Rates
- Appendix Table A-2: MPWD Billed Usage & Revenues

Staff is seeking direction from the Board for FY 2016/2017 budget preparation.

- Attachments:
- SFPUC’s PowerPoint slides numbered 72-80 from the 2016 Annual Meeting for Wholesale Customers and BAWSCA
 - MPWD’s Proposition 218 Rates Notice (May 2015)
 - From the MPWD’s 2015 Water Rates Study & Financial Plan:
 - Page 24 – MPWD Cash Flow Projections (FY 2014/2015 through FY 2023/2024)
 - Page 6 – Table 2: Water Accounts by Customer Class & Meter Size
 - Page 10 – Figure 6: Percentage of Single Family Residential Bills, Consumption, and Revenue by Tier
 - Page 38 – Table 10: MPWD Water Shortage Emergency Rates
 - Appendix Table A-2: MPWD Billed Usage & Revenues

BOARD ACTION: A PPROVED:_____ DENIED:_____ POSTPONED:_____ STAFF DIRECTION:_____

UNANIMOUS_____ ZUCCA_____ WARDEN_____ STUEBING_____ VELLA_____ LINVILL_____

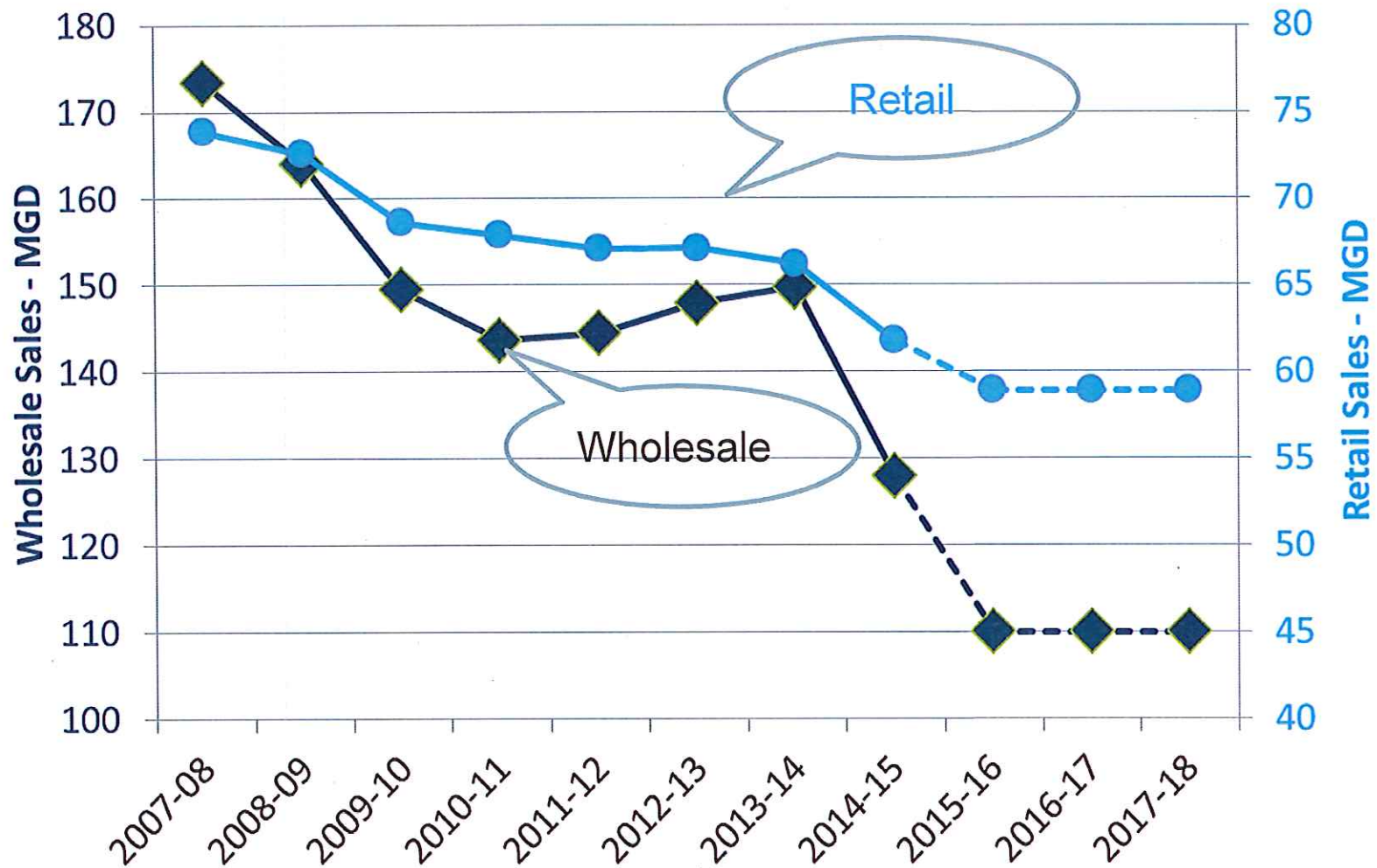
FY 2015-16 Budget Projection

- Revenue projections lower
 - Wholesale sales projected at 110 MGD vs. 130 MGD used in rate setting
 - Wholesale water revenue projected \$35.8M below budget
- Enterprise cost savings offset reduced sales
 - Debt Service savings
 - Other
- Balancing Account projection for June 30, 2016
 - \$22.3M owed to Wholesale
 - Impacted by lower debt service and revenue capital true-up
 - Incorporated into rate over 3 years per WSA

FY 2016-17 & FY 2017-18 Proposed Budget

	FY 2015-16 Amended Budget	FY 2016-17 Proposed Budget	FY 2017-18 Proposed Budget
Budget (\$m)	512.3	489.4	501.2
Change (\$m)		(22.9)	11.8
Change (%)		(5%)	3%

Water Sales – Actual and Current Projections



Water Enterprise Financial Plan

Description (\$mm)	FYE 2016 Forecast	FYE 2017	FYE 2018	FYE 2019	FYE 2020	FYE 2021
Beginning Operating Fund Balance	167	134	112	109	101	99
Sources						
Retail						
Retail Sales - Base Rates	187	209	230	247	274	304
Retail Sales - Rate Increases	23	21	16	27	30	33
Retail Subtotal	209	230	247	274	304	337
Wholesale						
Wholesale Sales - Operating Costs	83	94	98	101	108	112
Wholesale Sales - Capital & Debt	120	126	135	155	182	179
Wholesale Subtotal	203	220	233	256	290	291
Other						
Interest Income	2	2	2	3	3	3
Other Income	28	27	28	28	29	30
Total Sources	441	479	509	561	627	661
Uses						
Operations & Maintenance	198	189	193	199	205	211
Hetchy Transfer	37	35	33	34	35	36
Debt Service	198	229	232	258	313	347
Retail Share - Rev Funded Capital/Prog	25	30	30	39	37	49
Wholesale Share - Rev Funded Capital/Prog	16	19	24	39	39	13
Total Uses	474	502	512	569	629	654
Net Revenues	(32)	(22)	(3)	(8)	(2)	7
Ending Fund Balance	134	112	109	101	99	106
Requirement - Retail	12.0%	10.0%	7.0%	11.0%	11.0%	11.0%
Requirement - Wholesale	28.0%	8.0%	5.7%	9.3%	13.9%	0.2%
Fund Balance as % of Revenue	30%	23%	21%	18%	17%	16%
Debt Service Coverage (Indenture)	1.77	1.54	1.58	1.56	1.47	1.43
Debt Service Coverage (Current)	1.10	1.06	1.11	1.17	1.16	1.13
Water Sales - Retail (MGD)	58.9	58.9	58.9	58.9	58.9	58.9
Water Sales - Wholesale (MGD)	110.0	110.0	110.0	110.0	110.0	110.0

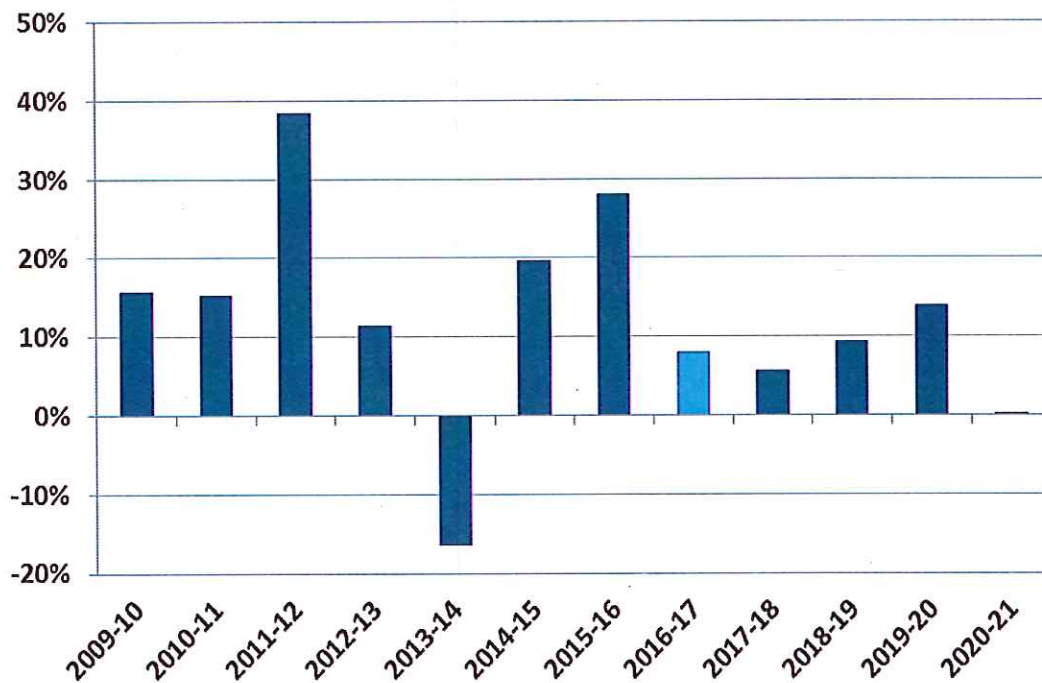
Does not include BAWSCA Debt Service Surcharge

Wholesale Revenue Requirement (\$M)

	FY 2016-17	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21
Operating Costs	\$97	\$100	\$103	\$106	\$110
Debt Service	111	116	119	140	162
Revenue Funded Capital	19	24	40	39	13
Subtotal WRR	\$227	\$240	\$262	\$285	\$285
Balancing Account	(7)	(6)	(7)	0	0
Debt Service Coverage	0	0	1	5	6
TOTAL	\$220	\$233	\$256	\$290	\$291

Wholesale Rates

Historical and Projected Increases



Fiscal Year	Wholesale Rate Increase	Rate \$/Ccf	Usage Basis (MGD)
FY 2015-16	28.0%	3.75	130
FY 2016-17	8.0%	4.05	110
FY 2017-18	5.7%	4.28	110
FY 2018-19	9.3%	4.68	110
FY 2019-20	13.9%	5.33	110
FY 2020-21	0.2%	5.34	110

10 Year Financial Plan – Wholesale

		Financial Projection	
Fiscal Year		FY2016-17	
Actual	2009-10	15.7%	\$1.65
	2010-11	15.2%	\$1.90
	2011-12	38.4%	\$2.63
	2012-13	11.4%	\$2.93
	2013-14	-16.4%	\$2.45
	2014-15	19.6%	\$2.93
	2015-16	28.0%	\$3.75
Projected	2016-17	8.0%	\$4.05
	2017-18	5.7%	\$4.28
	2018-19	9.3%	\$4.68
	2019-20	13.9%	\$5.33
	2020-21	0.2%	\$5.34
	2021-22	2.8%	\$5.49
	2022-23	7.3%	\$5.89
	2023-24	3.7%	\$6.11
	2024-25	3.1%	\$6.30
	2025-26	4.8%	\$6.60

Water Enterprise Rate Changes

	Fiscal Year	Wholesale	Retail
Actual	2009-10	15.7%	15.0%
	2010-11	15.2%	15.0%
	2011-12	38.4%	12.5%
	2012-13	11.4%	12.5%
	2013-14	-16.4%	6.5%
	2014-15	19.6%	12.0%
	2015-16	28.0%	12.0%
Projected	2016-17	8.0%	10.0%
	2017-18	5.7%	7.0%
	2018-19	9.3%	11.0%
	2019-20	13.9%	11.0%
	2020-21	0.2%	11.0%
	2021-22	2.8%	7.0%
	2022-23	7.3%	6.0%
	2023-24	3.7%	6.0%
	2024-25	3.1%	6.0%
	2025-26	4.8%	4.0%

FY 2016-17 Rate Projection

- FY 2016-17 Wholesale rate projection: \$4.05/Ccf
 - Higher than \$3.78 projected in April 2015
 - Sales lower by 20 MGD (15%) due to ongoing conservation
 - Lower than range projected in November 2015
 - Low range of \$4.47 and high range of \$5.00
 - WRR lower due to lower debt service and 5-year true-up of revenue-funded capital fund
- Rate does not include BAWSCA Bond Surcharge:
Flat amount of \$24.7M each year (\$2.1M per month)



Notice of Public Hearing on Proposed Water Rate Increases

Dear Property Owner or Customer,

Mid-Peninsula Water District (MPWD) is a community-owned and governed public agency that provides water service to Belmont, San Carlos, and surrounding areas in San Mateo County. This notice is being sent to inform you that MPWD is proposing to increase water rates over the next five (5) years and adopt Water Shortage Emergency Rates designed to recover costs of providing service during periods of drought and reduced water sales. MPWD will hold a public hearing on the proposed rates as follows:

Date: Thursday, June 25, 2015
Time: 6:30PM
Place: Mid-Peninsula Water District
3 Dairy Lane
Belmont, CA 94002

MPWD relies primarily on revenues from water service charges to fund its costs of providing water service. As such, water rates must be set at levels adequate to fund the costs of operating and maintaining the water system, pay for wholesale water supplied by the San Francisco Public Utilities Commission (SFPUC), and fund necessary capital investments to keep the water system in good operating condition.

WHY ARE WATER RATE INCREASES NEEDED?

The proposed rate adjustments are needed to pay for increasing costs of water supply purchased from the SFPUC, fund MPWD capital improvement needs, and keep rates aligned with the cost of providing service. Key factors driving the need for water rate increases include:

- **Pay for Wholesale Water Rates Increases** – MPWD relies on imported water from the SFPUC for 100% of its supply. The SFPUC is in the process of completing a \$4.8 billion capital program of seismic upgrades and reliability enhancements to the aging Hetch-Hetchy regional water system. To help fund these capital upgrades, the SFPUC has doubled its wholesale water rates over the past five (5) years and is planning to increase wholesale rates by an additional 61% over the next five (5) years, including a proposed 28% increase effective July 1, 2015.
- **Address MPWD Infrastructure Deficiencies and Replace Aging Water Distribution Pipelines** – Approximately 60% of the MPWD's water pipelines are over 50 years old and approaching the end of their useful lives. Some are undersized for current fire flow requirements. The majority of the water pipeline system lacks seismic restraints. Additional revenues are needed to address existing system deficiencies, improve fire flow and service reliability, and adequately fund a long-term capital improvement program to replace aging and substandard water distribution pipelines with seismically resilient facilities.

WHAT IS THE MPWD DOING TO KEEP COSTS DOWN?

MPWD has implemented a number of cost-cutting measures over the years and remains committed to providing high-quality water service as cost-efficiently as possible. Operating expenses, including personnel costs, have increased very little over the past few years as a result of continued budget reductions, cost-containment, and financial controls. It is the MPWD's policy that operating cost savings are reinvested back into the system through capital infrastructure replacement, rehabilitation, or improvement.

PROPOSED WATER RATES

MPWD is proposing to phase in a series of water rate increases over the next five (5) years as shown in the table below. A larger rate increase is needed the first year (effective July 1, 2015) due to SFPUC’s proposed 28% wholesale water rate increase planned for July 1, 2015. MPWD water service charges include two components: 1) Fixed Monthly Charges based on meter size, plus 2) Water Consumption Charges based on metered water use. Water Consumption Charges for single family residences are billed according to a 4-tiered rate structure based on the MPWD’s cost-of-service analysis, including water cost recovery calculations attributable to each tier, with water first billed in Tier 1 and subsequently billed in higher tiers as water use increases. Water Consumption Charges for all other customers are billed according to a 2-tiered rate structure. Water Consumption Charges are billed per hundred cubic feet (hcf), with 1 hcf equal to approximately 748 gallons of water.

Proposed Water Rates						
Current Rates	Effective on water bills sent on or after:					
	July 1 2015	July 1 2016	July 1 2017	July 1 2018	July 1 2019	
FIXED MONTHLY CHARGES						
<i>Fixed monthly charge based on meter size</i>						
<u>Meter Size</u>						
5/8-inch	\$18.43	\$22.00	\$24.00	\$26.00	\$28.00	\$30.00
1-inch	27.65	33.00	36.00	39.00	42.00	45.00
1 1/2-inch	46.08	55.00	60.00	65.00	70.00	75.00
2-inch	73.73	88.00	96.00	104.00	112.00	120.00
3-inch	110.59	132.00	144.00	156.00	168.00	180.00
4-inch	184.31	220.00	240.00	260.00	280.00	300.00
6-inch	460.79	550.00	600.00	650.00	700.00	750.00
WATER CONSUMPTION CHARGES						
<i>Billed based on monthly metered water use (\$/hcf)*</i>						
Single Family Residential Customers						
<u>Water Usage Billed in Tier</u>						
Tier 1	0 - 2 hcf	0 - 2 hcf	0 - 2 hcf	0 - 2 hcf	0 - 2 hcf	0 - 2 hcf
Tier 2	3 - 10 hcf	3 - 9 hcf	3 - 8 hcf	3 - 8 hcf	3 - 8 hcf	3 - 8 hcf
Tier 3	11 - 25 hcf	10 - 22 hcf	9 - 20 hcf	9 - 20 hcf	9 - 20 hcf	9 - 20 hcf
Tier 4	Over 25 hcf	Over 22 hcf	Over 20 hcf	Over 20 hcf	Over 20 hcf	Over 20 hcf
<u>Water Consumption Charge per Tier</u>						
Tier 1	\$4.20	\$5.00	\$5.30	\$5.60	\$5.90	\$6.25
Tier 2	6.46	7.50	7.90	8.30	8.65	9.00
Tier 3	7.75	9.00	9.50	10.00	10.50	11.00
Tier 4	9.04	10.50	11.10	11.70	12.35	13.00
All Other Customers						
Tier 1	0 - 5 hcf	\$5.81	\$7.00	\$7.25	\$7.50	\$7.75
Tier 2	Over 5 hcf	6.78	8.00	8.35	8.70	9.10

* 1 hcf = one hundred cubic feet or approximately 748 gallons.

Sample Bill Calculation for a Typical Single Family Home

Effective July 1, 2015, the monthly bill for a typical single family home with a standard 5/8-inch water meter using 8 hcf of water per month (approximately 200 gallons per day) would be calculated as follows:

Fixed Monthly Charge	Water Consumption Charges			Total Monthly Bill
<u>5/8" Meter</u>	<u>First 2 hcf x \$5.00</u>	<u>Next 6 hcf x \$7.50</u>	<u>Subtotal</u>	<u>\$22.00 + \$55.00</u>
\$22.00	\$10.00	\$45.00	\$55.00	\$77.00

The proposed rates assume that the SFPUC will increase its wholesale water rates on July 1 each year from the current level of \$2.93 per hcf to \$3.75 per hcf in 2015, \$3.78 per hcf in 2016, \$3.79 per hcf in 2017, \$4.31 per hcf in 2018, and \$4.72 per hcf in 2019. Pursuant to California Government Code 53756, the MPWD is proposing to pass-through any additional increases in SFPUC wholesale water rates above these projected SFPUC rates. Future pass-throughs will be implemented by increasing the MPWD’s proposed Water Consumption Charges by exact amount of the increase in cents per hcf in excess of the assumed SFPUC wholesale rates.

For example, if the SFPUC raises its wholesale water rate to \$4.51 per hcf on July 1, 2018, the MPWD would be authorized to increase its Water Consumption Charges by an additional \$0.20 per hcf on or after July 1, 2018. Prior to initiating a pass-through for SFPUC wholesale rates, the MPWD will send notification to all customers at least 30 days prior to implementation.

NEW STATE DROUGHT REGULATIONS AND WATER SHORTAGE EMERGENCY RATES

California is experiencing one of the most serious droughts on record. On April 1, 2015 the Governor issued an Executive Order directing the State Water Resources Control Board (SWRCB) to implement mandatory water conservation regulations to reduce water usage by 25% statewide. To achieve these savings, the SWRCB is expediting emergency regulations to set water conservation targets for communities around the State. Agencies that fail to achieve the required reductions could be subject to penalties of up to \$10,000 per day. Based on the State’s draft proposal, the MPWD would be required to reduce water demand by 20% from demand in calendar year 2013. *Thanks to MPWD customer conservation efforts, the MPWD is already more than half-way toward meeting the State’s proposed 20% cutback target for MPWD.*

In order to help MPWD recover its costs of service and remain financially stable during periods of emergency water shortages and reduced water sales, MPWD is proposing to authorize the implementation of Water Shortage Emergency Rates. These emergency rates would be implemented in response to escalating drought conditions and water supply shortages, or in response to additional State-mandated cutbacks in water use in excess of 20%, and would replace MPWD’s regular Water Consumption Charges. Water Shortage Emergency Rates may be implemented upon declaration of a water shortage emergency pursuant to Water Code Section 350 and/or Water Code Section 31026. Prior to initiating Water Shortage Emergency Rates, MPWD will send notification to all customers at least 30 days prior to implementation.

The proposed Water Shortage Emergency Rates may be implemented by authorization of MPWD’s Board of Directors up to the maximum levels shown on the table below, which correspond with a 50% cutback in water demand from usage in 2013. *No changes are proposed to Single Family Residential Tier 1 for the Water Shortage Emergency Rates.*

Proposed Maximum Water Shortage Emergency Rates					
Maximum rates effective on or after:					
	July 1 2015	July 1 2016	July 1 2017	July 1 2018	July 1 2019
WATER SHORTAGE EMERGENCY RATES (CONSUMPTION CHARGES)					
<i>Billed based on monthly metered water use (\$/hcf)*</i>					
<u>Single Family Residential Rate Tiers</u>					
Tier 1	\$5.00	\$5.30	\$5.60	\$5.90	\$6.25
Tier 2	9.90	10.57	11.15	11.72	12.14
Tier 3	11.88	12.71	13.43	14.23	14.83
Tier 4	13.86	14.85	15.72	16.74	17.53
<u>All Other Rate Tiers</u>					
Tier 1	\$9.24	\$9.70	\$10.07	\$10.50	\$10.79
Tier 2	10.56	11.17	11.69	12.33	12.81

* 1 hcf = one hundred cubic feet or approximately 748 gallons.

Based on same levels of water use per tier as shown in Proposed Water Rates table.

WHAT CAN CUSTOMERS DO TO MINIMIZE THE IMPACT OF RATE INCREASES?

To minimize the impact of the proposed rate increases, customers are encouraged to continue conserving and to further reduce indoor and outdoor water use where possible. As a member of the Bay Area Water Supply and Conservation Agency, the MPWD offers rebates for 1) high-efficiency toilets, 2) high-efficiency washing machines, 3) rain barrels, and 4) transitioning turf lawns to drought tolerant landscaping. For more information on any of these rebate programs or other water conservation opportunities, please visit the MPWD website at www.midpeninsulawater.org or contact the MPWD at (650) 591-8941.

HOW TO SUBMIT A WRITTEN PROTEST

Property owners and customers may file written protests against the proposed rate increases. Pursuant to California law, protests must be submitted in writing and must 1) identify the affected property or properties, such as by address, Assessor's Parcel Number, or customer account number, 2) include the name and signature of the customer or property owner submitting the protest, and 3) indicate opposition to the proposed water rate increases. Protests submitted by e-mail, facsimile or other electronic means will not be accepted. One written protest counted per parcel. The proposed rates cannot be adopted if written protests are received from a majority of affected parcels. Written protests can be mailed to: Mid-Peninsula Water District, Post Office Box 129, Belmont, CA 94002, or can be submitted to the MPWD at its headquarters located at 3 Dairy Lane in Belmont. All written protests must be submitted prior to the close of the Public Hearing on June 25, 2015.

*If Everyone Saves a Little,
We All Save a Lot!*



The California drought is hard,
but using water efficiently is easy!
Discover how MPWD can help you:

- ✓ WATER SAVING TIPS
- ✓ WATER CONSERVATION KITS
- ✓ VALUABLE REBATE PROGRAMS



www.MidPeninsulaWater.org

Safe, quality water with friendly, professional service

Mid-Peninsula Water District Cash Flow Projections

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Rate Adjustments	9%	18%	6%	6%	6%	6%	3.5%	3.5%	3.5%	3.5%
Growth in Service Connections		20	20	20	10	10	10	10	10	10
Water System Capacity Charge	\$1,450	\$9,375	\$9,560	\$9,750	\$9,950	\$10,150	\$10,350	\$10,560	\$10,770	\$10,990
Change in Water Sales	-13.00%	-4.40%	-1.02%	-1.02%	-1.02%	-1.02%	-0.60%	-0.60%	-0.60%	-0.60%
Change in Sales Revenues	-14.56%	-4.95%	-1.15%	-1.15%	-1.15%	-1.15%	-0.67%	-0.67%	-0.67%	-0.67%
Total Water Sales (hcf)	1,160,000	1,109,000	1,097,700	1,086,500	1,075,400	1,064,400	1,058,100	1,051,800	1,045,500	1,039,300
SFPUC Water Supply (hcf) +7%	1,241,200	1,186,600	1,174,500	1,162,600	1,150,700	1,138,900	1,132,200	1,125,400	1,118,700	1,112,100
Reduction in Supply Since 2013	-16.4%	-20.0%	-20.9%	-21.7%	-22.5%	-23.3%	-23.7%	-24.2%	-24.6%	-25.1%
SFPUC Rate per hcf	\$2.93	\$3.75	\$3.78	\$3.79	\$4.31	\$4.72	\$4.74	\$4.90	\$5.03	\$5.17
Interest Earnings Rate	0.30%	0.30%	0.50%	0.75%	1.0%	1.0%	1.0%	1.0%	1.0%	1.0%
Cost Escalation		4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%
Beginning Fund Balances	\$4,377,000	\$2,483,000	\$2,512,000	\$2,778,000	\$3,195,000	\$3,322,000	\$3,344,000	\$3,498,000	\$3,632,000	\$3,781,000
REVENUES										
Monthly Service Charges	2,050,000	2,420,000	2,654,000	2,879,000	3,103,000	3,294,000	3,414,000	3,538,000	3,667,000	3,801,000
Water Sales	<u>6,570,000</u>	<u>8,229,000</u>	<u>8,620,000</u>	<u>8,933,000</u>	<u>9,248,000</u>	<u>9,564,000</u>	<u>9,832,000</u>	<u>10,108,000</u>	<u>10,392,000</u>	<u>10,684,000</u>
Subtotal Rate Revenues	8,620,000	10,649,000	11,274,000	11,812,000	12,351,000	12,858,000	13,246,000	13,646,000	14,059,000	14,485,000
Interest Revenue	10,000	7,000	13,000	21,000	32,000	33,000	33,000	35,000	36,000	38,000
Lease of Physical Property	238,000	248,000	255,000	263,000	271,000	279,000	287,000	296,000	305,000	314,000
Property Taxes	245,000	245,000	252,000	260,000	268,000	276,000	284,000	293,000	302,000	311,000
Capacity Charges	50,000	188,000	191,000	195,000	100,000	102,000	104,000	106,000	108,000	110,000
Other/Miscellaneous Revenues	34,400	79,000	50,000	52,000	54,000	56,000	58,000	60,000	62,000	64,000
Total Revenues	9,197,400	11,416,000	12,035,000	12,603,000	13,076,000	13,604,000	14,012,000	14,436,000	14,872,000	15,322,000
EXPENSES										
<u>Operating & Maintenance</u>										
Personnel Costs	2,470,000	2,659,000	2,765,000	2,876,000	2,991,000	3,111,000	3,235,000	3,364,000	3,499,000	3,639,000
SFPUC Water Purchases	3,737,000	4,550,000	4,540,000	4,506,000	5,060,000	5,476,000	5,467,000	5,614,000	5,727,000	5,850,000
BAWSCA Bond Surcharge	500,000	461,000	480,000	480,000	480,000	480,000	480,000	480,000	480,000	480,000
Maintenance & Repair	500,000	524,000	545,000	567,000	590,000	614,000	639,000	665,000	692,000	720,000
Utilities	330,000	344,000	358,000	372,000	387,000	402,000	418,000	435,000	452,000	470,000
Professional Services	536,000	591,000	615,000	640,000	666,000	693,000	721,000	750,000	780,000	811,000
Wtr Conservation Prog & Rebates	72,000	73,000	76,000	79,000	82,000	85,000	88,000	92,000	96,000	100,000
Other Operating Costs	586,000	615,000	640,000	666,000	693,000	721,000	750,000	780,000	811,000	843,000
Subtotal	8,731,000	9,817,000	10,019,000	10,186,000	10,949,000	11,582,000	11,798,000	12,180,000	12,537,000	12,913,000
Capital Improvements	2,360,000	1,570,000	1,750,000	2,000,000	2,000,000	2,000,000	2,060,000	2,122,000	2,186,000	2,252,000
Total Expenses	11,091,000	11,387,000	11,769,000	12,186,000	12,949,000	13,582,000	13,858,000	14,302,000	14,723,000	15,165,000
Revenues Less Expenses	(1,893,600)	29,000	266,000	417,000	127,000	22,000	154,000	134,000	149,000	157,000
Ending Fund Balances	2,483,400	2,512,000	2,778,000	3,195,000	3,322,000	3,344,000	3,498,000	3,632,000	3,781,000	3,938,000

3 WATER ACCOUNTS, SUPPLY & DEMAND

3.1 Water Accounts

The District currently serves a population of approximately 27,000 residential and commercial customers in the City of Belmont and surrounding areas. MPWD provides service to approximately 7,900 accounts, roughly 90% of which are served by 5/8-inch water meters. The majority of the District's customers are residential customers.

Table 2. Accounts by Customer Class & Meter Size

Meter Size	Residential	Apartment	Commercial	Other Public Authority	Total	% of Total
5/8"	6,770	20	259	25	7,074	89.6%
1"	330	61	86	18	495	6.3%
1 1/2"	27	48	48	20	143	1.8%
2"	3	64	57	24	148	1.9%
3"	0	5	5	4	14	0.2%
4"	0	4	5	4	13	0.2%
6"	0	2	1	2	5	0.1%
Total	7,130	204	461	97	7,892	100.0%
% of Total	90.3%	2.6%	5.8%	1.2%	100.0%	

3.2 Water Consumption

Figure 3 illustrates historical water consumption since 2000. As shown on the chart, water sales decreased by roughly 20% over the past decade, and are projected to decrease by roughly an additional 12% in the current year.

California is experiencing one of the most serious droughts on record. On April 1, 2015 the Governor issued an Executive Order directing the State Water Resources Control Board (SWRCB) to implement mandatory water conservation regulations to reduce water usage by 25% statewide. To achieve these savings, the SWRCB adopted emergency regulations to set water conservation targets for communities around the State. Agencies that fail to achieve the required reductions could be subject to penalties of up to \$10,000 per day. Based on the State's draft cutback targets, MPWD will be required to reduce water demand by 20% from demand in calendar year 2013. The District is already more than half-way toward meeting this requirement.

Figure 6 shows a distribution of single family residential bills ending in each rate tier along with the volume of water sales and consumption revenues within each tier.

Figure 6: Percentage of Single Family Residential Bills, Consumption, and Revenue by Tier

Single Family Water Bills, Use by Tier							
		Bills Ending in Tier		Water Use in Tier		Revenues at Current Rates	
		#	%	hcf	%	\$	%
Tier 1	0 - 2 hcf	7,758	9.1%	166,994	21.4%	\$701,375	14.2%
Tier 2	3 - 10 hcf	52,398	61.2%	420,112	53.9%	2,713,924	54.9%
Tier 3	11 - 25 hcf	22,617	26.4%	163,247	21.0%	1,265,164	25.6%
Tier 4	26+ hcf	<u>2,895</u>	<u>3.4%</u>	<u>28,774</u>	<u>3.7%</u>	<u>260,117</u>	<u>5.3%</u>
Total		85,668	100.0%	779,127	100.0%	4,940,580	100.0%

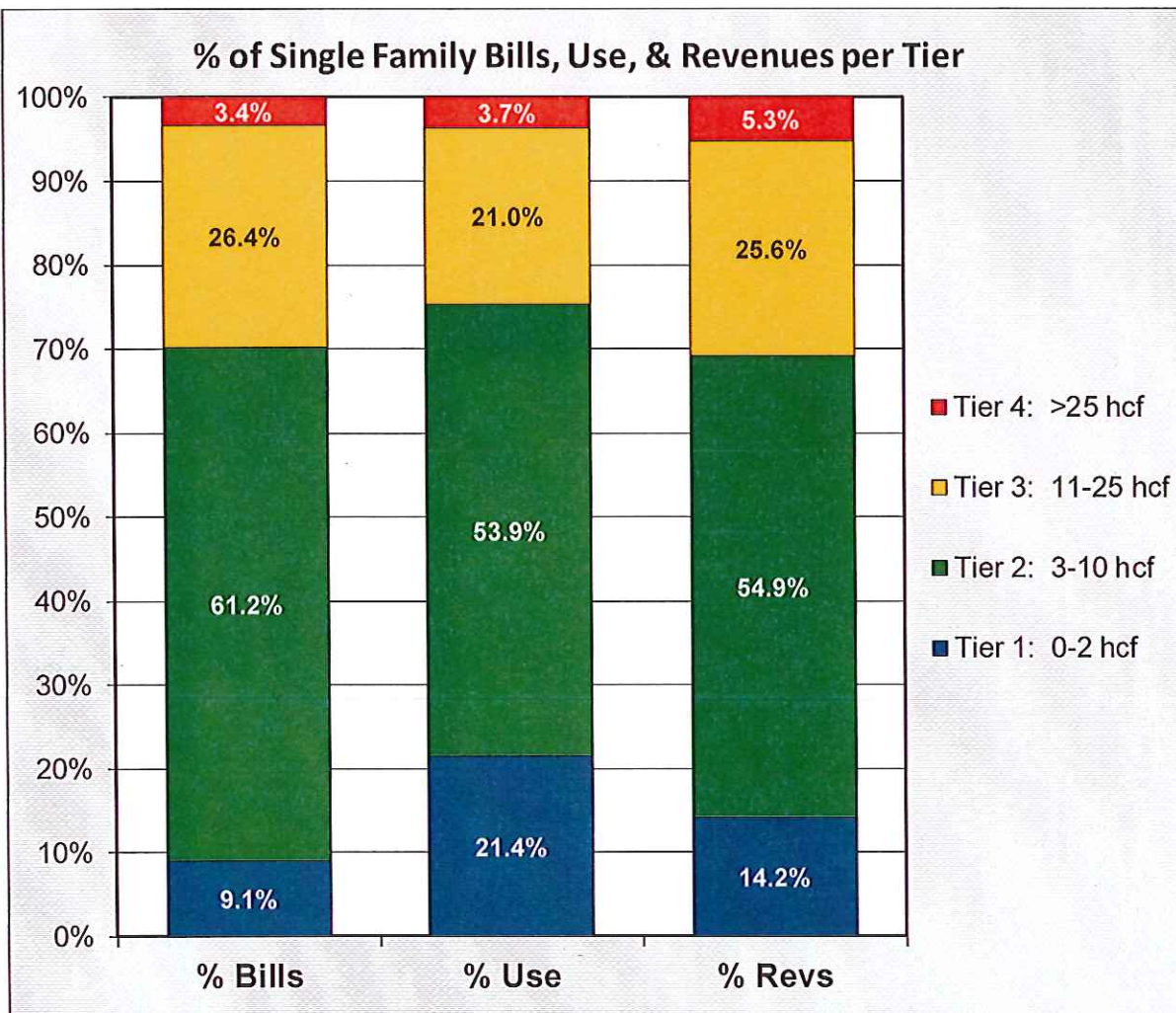


Table 10. Proposed Water Shortage Emergency Rates

	Water Shortage Cutback Targets (from 2013 Usage)					
Water Supply Reduction %	25%	30%	35%	40%	45%	50%
Water Shortage Emergency Rates 2015/16						
Required Rate Increase	4.7%	10.2%	15.6%	21.1%	26.5%	32.0%
<u>Single Family Residential</u>						
Tier 1	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00
Tier 2	7.85	8.26	8.67	9.08	9.49	9.90
Tier 3	9.43	9.92	10.41	10.90	11.39	11.88
Tier 4	11.00	11.57	12.14	12.71	13.29	13.86
<u>All Other</u>						
Tier 1	\$7.33	\$7.71	\$8.09	\$8.48	\$8.86	\$9.24
Tier 2	8.38	8.81	9.25	9.69	10.12	10.56
Water Shortage Emergency Rates 2016/17						
Required Rate Increase	4.3%	10.2%	16.1%	22.0%	27.9%	33.8%
<u>Single Family Residential</u>						
Tier 1	\$5.30	\$5.30	\$5.30	\$5.30	\$5.30	\$5.30
Tier 2	8.24	8.71	9.17	9.64	10.10	10.57
Tier 3	9.91	10.47	11.03	11.59	12.15	12.71
Tier 4	11.58	12.23	12.89	13.54	14.20	14.85
<u>All Other</u>						
Tier 1	\$7.56	\$7.99	\$8.42	\$8.84	\$9.27	\$9.70
Tier 2	8.71	9.20	9.70	10.19	10.68	11.17
Water Shortage Emergency Rates 2017/18						
Required Rate Increase	3.7%	9.8%	15.9%	22.1%	28.2%	34.3%
<u>Single Family Residential</u>						
Tier 1	\$5.60	\$5.60	\$5.60	\$5.60	\$5.60	\$5.60
Tier 2	8.61	9.11	9.62	10.13	10.64	11.15
Tier 3	10.37	10.98	11.59	12.21	12.82	13.43
Tier 4	12.13	12.85	13.56	14.28	15.00	15.72
<u>All Other</u>						
Tier 1	\$7.78	\$8.24	\$8.70	\$9.15	\$9.61	\$10.07
Tier 2	9.02	9.55	10.09	10.62	11.15	11.69
Water Shortage Emergency Rates 2018/19						
Required Rate Increase	3.3%	9.7%	16.2%	22.6%	29.1%	35.5%
<u>Single Family Residential</u>						
Tier 1	\$5.90	\$5.90	\$5.90	\$5.90	\$5.90	\$5.90
Tier 2	8.93	9.49	10.05	10.61	11.16	11.72
Tier 3	10.84	11.52	12.20	12.87	13.55	14.23
Tier 4	12.75	13.55	14.35	15.14	15.94	16.74
<u>All Other</u>						
Tier 1	\$8.00	\$8.50	\$9.00	\$9.50	\$10.00	\$10.50
Tier 2	9.40	9.98	10.57	11.16	11.74	12.33
Water Shortage Emergency Rates 2019/20						
Required Rate Increase	2.3%	8.8%	15.3%	21.8%	28.3%	34.8%
<u>Single Family Residential</u>						
Tier 1	\$6.25	\$6.25	\$6.25	\$6.25	\$6.25	\$6.25
Tier 2	9.20	9.79	10.38	10.96	11.55	12.14
Tier 3	11.25	11.97	12.68	13.40	14.12	14.83
Tier 4	13.29	14.14	14.99	15.84	16.68	17.53
<u>All Other</u>						
Tier 1	\$8.18	\$8.70	\$9.22	\$9.75	\$10.27	\$10.79
Tier 2	9.72	10.33	10.95	11.57	12.19	12.81

Table A-2
Mid-Peninsula Water District
Billed Usage & Revenues

	FY 2013		FY 2014		FY 2015 Projected	
	hcf	%	hcf	%	hcf	%
SINGLE FAMILY RESIDENTIAL						
Residential						
Tier 1 0 to 2	166,620	21%	166,994	21%	166,000	25.4%
Tier 2 3 to 10	417,675	53%	420,112	54%	360,000	55.1%
Tier 3 11 to 25	166,426	21%	163,247	21%	110,000	16.8%
Tier 4 26 and over	<u>31,287</u>	<u>4%</u>	<u>28,774</u>	<u>4%</u>	<u>17,000</u>	<u>2.6%</u>
Subtotal	782,008	100%	779,127	100%	653,000	100%
Change from prior year			-0.4%		-16.2%	
Charges at Current Rates	\$4,970,620		\$4,940,580		\$4,028,980	
Change from prior year			-0.6%		-18.5%	
ALL OTHER						
All Other						
Tier 1 0 to 5	38,419	7%	39,299	7%	38,000	7%
Tier 2 6 and Over	<u>526,464</u>	<u>93%</u>	<u>514,413</u>	<u>93%</u>	<u>470,000</u>	<u>93%</u>
Subtotal	564,883	100%	553,712	100%	508,000	100%
Change from prior year			-2.0%		-8.3%	
Charges at Current Rates	\$3,792,640		\$3,716,047		\$3,407,380	
Change from prior year			-2.0%		45.9%	
TOTAL USE & REVENUES						
Total Use	1,346,891		1,332,839		1,161,000	
Change from prior year			-1.0%		-12.9%	
Charges at Current Rates	\$8,763,261		\$8,656,627		\$7,436,360	
Less 1%	\$8,675,628		\$8,570,061		\$7,361,996	
Change from prior year			-1.2%		-14.1%	
Charges at Prior Rates	\$7,379,155		\$7,942,814			
Less 1.25%	\$7,305,363		\$7,863,386	7.6%		



AGENDA ITEM NO. 8.B.

DATE: March 24, 2016
TO: Board of Directors
FROM: Tammy Rudock, General Manager
Candy Pina, Administrative Services Manager
Rene Ramirez, Operations Manager

SUBJECT: DISCUSS PRELIMINARY WORKING DRAFT MPWD FISCAL YEAR 2016/2017 OPERATING BUDGET SUMMARY AND ASSUMPTIONS

RECOMMENDATION:

Discuss PRELIMINARY WORKING DRAFT MPWD Fiscal Year 2016/2017 Operating Budget Summary and assumptions.

FISCAL IMPACT:

Preliminary discussion at this time—fiscal impact to be determined.

BACKGROUND:

The MPWD completed a Water Rates Study & Financial Plan in 2015.

The MPWD complied with Proposition 218 last year and a 5-year plan of proposed water rates, including provisions for pass thru of increased SFPUC wholesale water costs and emergency water shortage rates, was adopted by the Board on June 25, 2015. A 6% rate adjustment was proposed for FY 2016/2017, as long as SFPUC's \$3.78CCF projected wholesale water rate adjustment was implemented on July 1, 2016. As discussed in the previous agenda item, the SFPUC has projected \$4.05CCF for its wholesale water rates, a difference of \$0.27CCF. The rate will not be confirmed until after the SFPUC's rate hearing on May 10, 2016.

DISCUSSION:

Attached is a PRELIMINARY WORKING DRAFT summary for FY 2016/2017 operations. A heightened 5-year capital program has been proposed and will be separately considered.

This is an early look at next fiscal year's MPWD Operations based upon the following assumptions:

- Pass thru SFPUC wholesale water rate increase to water commodity charges utilizing the revenue projections from the 2015 MPWD Water Rates Study & Financial Plan.

- 6% water rate adjustment to Fixed System Charges as proposed.
- Increased projected development revenues based upon known “pipeline” Belmont projects.
- Increased Salaries & Wages and Payroll Taxes & Benefits per projected 2% living wage adjustment and 3% merit increase.
- Increased Purchased Water by SFPUC’s projected wholesale water rate adjustment and per the 2015 MPWD Water Rates Study & Financial Plan.
- Projected CPI (Consumer Price Index) on relevant account line items.
- Reduced Professional Services contingent upon proposed capital program and planned operational and administrative projects.
- Reduced Training/Travel & Recruitment account line eliminating expense for elections.
- Provisional projection for Debt Service expense totaling \$1,350,000 for proposed 5-year Capital Improvement Program (30-year debt issuance totaling \$25 million).
- Increased Depreciation per accounting principles.

This is the first of several FY 2016/2017 budget discussions in the coming months. Staff continues to work on refining the line-by-line budget items for the next DRAFT.

Staff is seeking direction from the Board for further FY 2016/2017 budget preparation.

Attachments: PRELIMINARY WORKING DRAFT MPWD Operations Budget for FY 2016/2017

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

PRELIMINARY WORKING DRAFT
MID-PENINSULA WATER DISTRICT
BUDGET FOR YEAR 2015-2106
SUMMARY

3/16/2016

DESCRIPTION	FY 2014-2015 ACTUAL \$	APPROVED AMENDED BUDGETED	ACTUALS 7/1/15-2/29/16	APPROVED AMENDED BUDGETED FY 2015-2016	PROPOSED FY 2016-2017 BUDGET \$	Increase (Decrease)	% Change
OPERATING REVENUE							
WATER COMMODITY CHARGES	7,203,329	8,400,000	4,963,338	8,400,000	9,241,000	841,000	Pass Thru
FIXED SYSTEM CHARGES	2,065,843	2,443,780	1,626,310	2,443,780	2,591,000	147,220	6.0%
FIRE SERVICE CHARGES	15,471	14,400	9,735	14,400	14,400	-	0.0%
METER CHARGES	-	10,000	-	10,000	20,000	10,000	100.0%
SERVICE LINE & INSTALLATION CHARGES	-	25,000	55,553	25,000	50,000	25,000	100.0%
WATER SYSTEM CAPACITY CHARGES	-	200,000	46,875	200,000	300,000	100,000	50.0%
WATER DEMAND OFFSET CHARGES	-	10,000	6,085	10,000	30,675	20,675	206.8%
TEMPORARY CONSTRUCTION CONNECTION CHARGES	-	10,000	-	10,000	10,000	-	0.0%
MISCELLANEOUS CHARGES	-	10,000	5,428	10,000	10,000	-	0.0%
INTEREST REVENUE - LAIF	9,751	10,000	8,289	10,000	10,000	-	0.0%
LEASE OF PHYSICAL PROPERTY	194,681	245,140	102,321	245,140	255,000	9,860	4.0%
PROPERTY TAX REVENUE	259,597	245,000	199,863	245,000	255,000	10,000	4.1%
NEW CONSTRUCTION REVENUE	118,202	-	3,632	-	-	-	NA
MISCELLANEOUS REVENUE	-	-	1,400	-	30,000	30,000	NA
TOTAL OPERATING REVENUE	9,866,874	11,623,320	7,028,827	11,623,320	12,817,075	1,193,755	10.3%
OPERATING EXPENDITURES							
SALARIES & WAGES	1,390,732	1,636,300	1,006,280	1,636,300	1,717,500	81,200	5.0%
PAYROLL TAXES & BENEFITS	905,906	1,140,016	674,679	1,140,016	1,190,150	50,134	4.4%
PURCHASED WATER	4,160,810	5,062,000	3,004,333	5,062,000	5,462,000	400,000	7.9%
CUSTOMER CREDIT CARD SERVICE FEES	103,812	121,639	80,755	121,639	125,000	3,361	2.8%
OUTREACH & EDUCATION	78,553	130,000	78,900	130,000	133,900	3,900	3.0%
M&R - OPS SYSTEM	419,847	378,250	200,749	378,250	389,750	11,500	3.0%
M&R - FACILITIES & EQUIPMENT	116,905	129,700	71,309	129,700	133,750	4,050	3.1%
MAJOR MAINTENANCE	6,500	32,000	700	32,000	32,000	-	0.0%
OFFICE SUPPLIES & EQUIPMENT	242,456	195,486	97,166	195,486	202,500	7,014	3.6%
MEMBERSHIP & GOV FEES	140,795	210,900	129,206	210,900	217,500	6,600	3.1%
BAD DEBT & CLAIMS	24,787	37,000	7,801	37,000	37,000	-	0.0%
UTILITIES	312,784	322,281	177,063	322,281	331,950	9,669	3.0%
PROFESSIONAL SERVICES *	461,682	562,485	352,845	562,485	514,500	(47,985)	-8.5%
TRAINING/TRAVEL & RECRUITMENT **	24,322	44,140	12,798	44,140	39,575	(4,565)	-10.3%
RESTRICTED EARNINGS	(9,751)	(10,000)	(8,289)	(10,000)	(10,000)	-	0.0%
RESERVES	-	61,123	-	61,123	-	(61,123)	-100.0%
DEBT SERVICE - 30 years/\$25 million	-	-	-	-	1,350,000	1,350,000	NA
DEPRECIATION	912,979	870,000	632,488	870,000	950,000	80,000	9.2%
TOTAL OPERATING EXPENDITURES	9,293,118	10,923,320	6,518,782	10,923,320	12,817,075	1,893,755	17.3%
OPERATING REVENUE LESS EXPENDITURES	573,756	700,000	510,045	700,000	-	(700,000)	-100.0%
NET TRANSFERS TO CAPITAL	(573,756)	(700,000)	(510,045)	(700,000)	-	700,000	-100.0%
NET RESULTS OF OPERATIONS	-	-	-	-	-	-	

* Reduced Professional Services projected.

** Decrease due to no elections this Fiscal year.



AGENDA ITEM NO. 8.C.

DATE: March 24, 2016
TO: Board of Directors
FROM: Tammy Rudock, General Manager

SUBJECT: CONSIDER FINANCING OPTIONS FOR POTENTIAL MPWD 5-YEAR CAPITAL IMPROVEMENT PROGRAM

RECOMMENDATION:

Consider financing options for potential MPWD 5-Year Capital Improvement Program.

FISCAL IMPACT:

To be determined.

DISCUSSION:

Last month, staff introduced Ben “Bud” Levine and Edmund Viray, the Municipal Financial Advisors from Wulff Hansen & Company working with the MPWD. They presented for the Board’s consideration and input potential financing options for the MPWD 5-Year Capital Improvement Program.

Vice President Warden and Director Linvill were unable to attend the February 25th Board meeting. Therefore, staff was directed to meet with the two of them (scheduled for Monday, March 21st at 1:00PM) and share the Wulff Hansen & Company presentation regarding the potential financing scenarios, and consider development of recommendations for discussion with the Board.

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



AGENDA ITEM NO. 8.D.

DATE: March 24, 2016
TO: Board of Directors
FROM: Tammy Rudock, General Manager

SUBJECT: DISCUSS IMPLEMENTATION AND MANAGEMENT PROCESS FOR POTENTIAL MPWD 5-YEAR CAPITAL IMPROVEMENT PROGRAM

RECOMMENDATION:

Discuss implementation and management process for potential MPWD 5-Year Capital Improvement Program (CIP).

FISCAL IMPACT:

To be determined.

DISCUSSION:

Staff and the District Engineer have been discussing staging options for implementation and the management of the potential 5-year CIP. It is somewhat challenging at this point to develop a plan because it is dependent upon the program's funding level and source(s). However, staff will present preliminary concepts at the meeting.

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



TO: Board of Directors
 FROM: Tammy A. Rudock
 General Manager
 DATE: March 24, 2016

MANAGER'S REPORT

FOLLOW-UP FROM 02/25/16 REGULAR BOARD MEETINGS

- ✓ Developed customer summary regarding Ordinance 115 Adopting MPWD Water Efficient Landscaping Ordinance, effective February 1, 2016, for distribution this month in billing statements.
- ✓ The MPWD 2016 Strategic Plan, including Mission Statement, Vision Statement, Strategic Goals, and Director Assignments was finalized and a copy will be provided at the meeting, and posted to the MPWD website.
- ✓ The approved Amended FY 2015/2016 Operating and Capital Budgets will be posted to the MPWD website.

PERSONNEL MANUAL UPDATE

The completed internal working DRAFT was transmitted to District Counsel and ACWA/JPIA on February 23rd and is under review. Staff will report on further progress at the meeting.

TASK	TARGET DATE
DRAFT to ACWA/JPIA and District Counsel	02/24/16
DRAFT to MPWD Employees Association for review	03/24/16
Meet and confer with MPWD Employees Association	04/21/16
Complete FINAL DRAFT	05/13/16
Final Legal Review	05/20/16
Initial presentation for Board consideration and input	05/26/16
Final presentation for Board approval	06/23/16

MISCELLANEOUS FEES PROJECT UPDATE

Staff conferred with Bartle Wells Associates and work will begin on this project in the next few months. Implementation of updated and new fees is recommended in coordination with the new financial management system.

MPWD ANNUAL “STATE OF THE DISTRICT” ADDRESS

A date for the MPWD’s first annual “State of the District” address should be finalized for preparation and planning purposes. The MPWD will cohost here at the Dairy Lane location either on Tuesday, April 26, 2016, or Wednesday, April 27, 2016. More discussion will follow at the Board meeting.

BOARD DEVELOPMENT SPECIAL MEETING

A Special Meeting for Board development is proposed in May and dates will be discussed at the meeting for coordination purposes.

BOARD ANNUAL PLANNING SCHEDULE

A Board Annual Planning Schedule is under development by staff and a DRAFT will be presented at the meeting.

3-MONTH “LOOK AHEAD”

President Zucca requested a summary list of upcoming business items:

APRIL

- Award Construction Contract for Alameda de las Pulgas Water Main Replacement Project.
- Finalize MPWD 5-Year CIP and determine program funding level and financing plan.
- Finalize Implementation Plan and Management Process for CIP.
- Receive report on seismic evaluations of Dekoven and Hallmark tank sites.
- Approve GM Evaluation tool linked to 2016 MPWD Strategic Plan.
- Deliver first annual “State of the MPWD Address.”

MAY

- Special meeting for Board development.
- Confirm water revenue requirement for FY 2016/2017 budgeting purposes.
- Develop notice for FY 2016/2017 rates adjustment(s) to customers, and mail out no later than May 30th.

JUNE

- Approve FY 2016/2017 Operations and Capital Budget.
- Approve New MPWD Personnel Manual.
- Approve 2015 UWMP and transmit to CA DWR by June 30th.

MEETINGS

<i>DATE</i>	<i>EVENT</i>
February 25 th	Attended safety session with staff and facilitated GM rap session.
March 2 nd	Attended PWWA Quarterly Meeting in South San Francisco with Lead Operators.
March 3 rd	Attended BAWSCA Water Management meeting in Foster City.

DATE	EVENT
March 3 rd (continued)	Attended HIA meeting in Belmont. Participated in 2015 UWMP progress meeting.
March 8 th	Attended MPWD Community Meeting for Alameda de las Pulgas Water Main Replacement Project.
March 10 th	Attended XiO presentation with Operations staff regarding new SCADA system maintained and managed in the <i>Cloud</i> . Attended safety session with staff and facilitated GM rap session.
March 11 th	Attended SAMCEDA Annual Innovators Awards Luncheon at Oracle in Belmont.
March 14 th	Met with Board President for agenda review.
March 17 th	Attended Water Education Foundation's 33 rd Annual Executive Briefing " <i>Defining the New Normal</i> " in Sacramento.

UPCOMING MEETINGS/EVENTS

BAWSCA Water Management Meeting (Foster City) – April 7, 2016

HIA Meeting (Belmont) – April 7, 2016

MPWD Community Education Workshop: *Xeriscaping & Hydrozoning* – April 9, 2016 at MPWD (9:00AM – 12:00PM)

MPWD Employee Appreciation Dinner – April 15, 2016 at Iron Gate Restaurant (Belmont)

Belmont *Earth Day* – April 23, 2016 at Twin Pines Park (9:00AM – 12:00PM)

San Carlos *First Annual Earth Day* – April 30, 2016 at Burton Park (10:00AM – 2:00PM)

ACWA/JPIA Spring Conference & Exhibition (Monterey) – May 2-6, 2016

CSDA Special Districts Legislative Days (Sacramento) – May 17-18, 2016

ACWA/JPIA Fall Conference & Exhibition (Anaheim) – November 28, 2016 – December 2, 2016



TO: Board of Directors

FROM: Candy Pina

DATE: March 24, 2016

ADMINISTRATIVE SERVICES MANAGER'S REPORT

CONFERENCES, TRAINING, & MEETINGS:

- 1) Jeanette Kalabolas: 02/25/16 - UWMP Conference Call
- 2) Misty Malczon: 03/03/16 – HIA meeting
- 3) Jeanette Kalabolas: 03/03/2016 – UWMP Conference Call
- 4) Misty Malczon & Candy Pina: 03/10/16 – Meet & Greet with Eileen Offer (Springbrook)
- 5) Candy Pina: 03/09/16 - Drive around with Rick Bisio learning about Water Testing
- 6) Jeanette Kalabolas: 03/09/16 – UWMP Conference Call
- 7) Misty Malczon: 03/10/16 – Alexandria with POA (Printers)
- 8) Jeanette Kalabolas: 03/16/16 – SF Flower & Garden Show
- 9) Jeanette Kalabolas: 03/17/16 – UWMP Conference Call
- 10) Candy Pina: 03/24/16 – Belmont Chamber meeting
- 11) Jeanette Kalabolas: 03/24/16 – UWMP Conference Call
- 12) Candy Pina: 03/25/16 – “Lunch & Learn” regarding Debt Financing
- 13) Jeanette Kalabolas & Candy Pina: 03/29/16 – Cipriani School Field Trip at MPWD offices
- 14) Candy Pina: 03/31/16 – Seminar on “Excelling as a Manager”

FINANCIAL REPORTING:

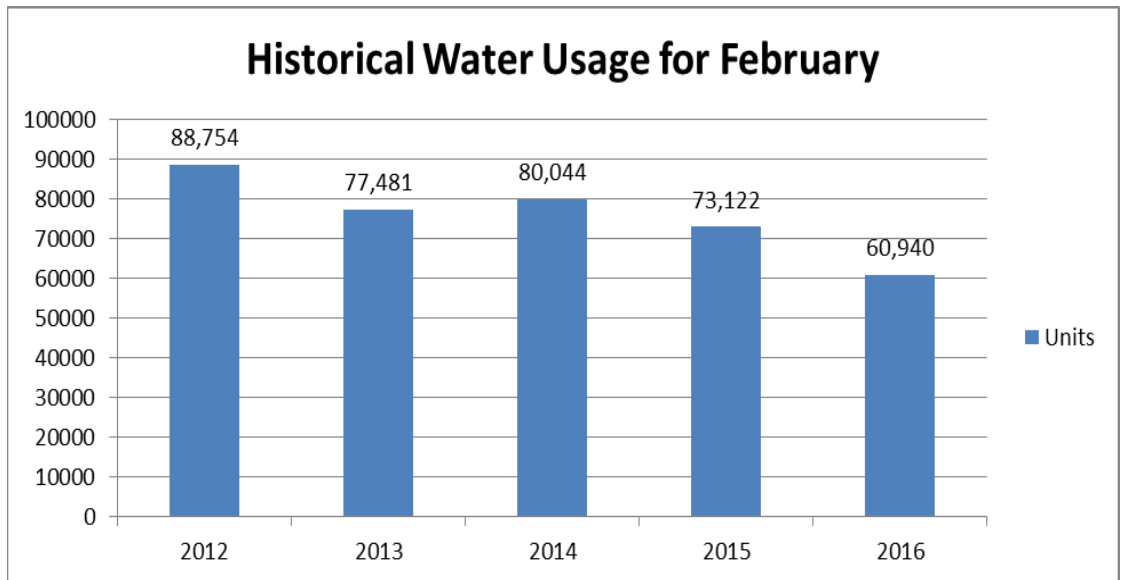
- 1) Schedule of Cash and Investments:

SCHEDULE OF CASH AND INVESTMENTS		
CASH ACCOUNT	BALANCE @ 02/29/16	BALANCE 03/15/16
PETTY CASH	400	400
CASH DRAWER	200	200
WELLS FARGO CHECKING	\$ 288,266	\$ 57,935
LAIF	\$ 3,795,326	\$ 4,045,326
TOTAL	\$ 4,084,192	\$ 4,103,861

Month End Balance of PARS/OPEB for January 2016 (February 2016 reports not yet received): \$517,654.46. An overall decrease in Net Earnings of \$8,353.84 was reported.

2) Water Revenue Report:

WATER REVENUES for FISCAL YEAR 2015/2016					
Month	Total Units	Water Commodity Charges	Fixed System Charges	Total Water Revenues	Misc Rev
JUL	102,202	655,215.69	174,717.33	829,933.02	1,223.75
AUG	104,096	788,694.37	206,692.18	995,386.55	1,217.50
SEP	101,546	767,490.00	206,247.53	973,737.53	1,213.75
OCT	95,095	715,010.00	206,496.89	921,506.89	1,218.88
NOV	81,298	601,597.16	205,707.83	807,304.99	1,220.00
DEC	67,438	489,420.00	205,756.47	695,176.47	1,198.75
JAN	70,890	517,269.00	206,075.93	723,344.93	1,223.75
FEB	60,940	437,565.50	205,334.78	642,900.28	1,220.00
TOTAL	683,505	4,972,261.72	1,617,028.94	6,589,290.66	9,736.38



TEAM BUILDING ACTIVITIES:

1. Scavenger Hunt on Monday, March 28th.
2. We continue to celebrate birthdays.



TO: Board of Directors
FROM: Rene A. Ramirez, Operations Manager
DATE: March 24, 2016

OPERATIONS REPORT – February 2016

Projects:

- Held Community Meeting for the Alameda de las Pulgas project on Tuesday, March 8, beginning at 6:30 in the Board Room. An advertisement was developed and mailed to all customers before the meeting. One (1) person showed up. He represented Sam-Trans and was interested in planned detours;
- AMI: Emphasis has been placed on installing meters with routine maintenance having been completed in past months. The latest staff work efforts indicate a total of 455 AMI meters have been installed in Zone 1 with another 57 left to install, but these remaining meters will be the toughest because they are larger meters with most requiring a by-pass (for future calibration/testing) that is not there now. Staff continues to accommodate the customer's needs before and after the new meter is installed;
- Abandoned the 12-inch water main under Karen (left the 8-inch in service) as part of the pre-construction efforts in order to see if this 12-inch pipe could be used as a carrying conduit for the new 8-inch line that is the Karen Road CIP;
- Constructed new water service for 1804 Miller;
- Installed new fire service at 740 El Camino Real;
- Making plans to install a 2-inch water line some 250 feet down Civic Lane to improve water quality for two customers. The existing 8-inch water line will remain in service for fire protection on this dead-end line;
- Continuation of field coordination with the City of Belmont's sewer project contractor; and
- The biannual leak survey continues. Subtronic has completed their work in Zones 3, 4, 5, 6, 7, 8 and 2, and is nearing completion in Zone 1. To date, they have confirmed leaks at 17 residences and 1 irrigation service. These 18 leaks were all on the customer side of the service. So far, only 2 leaks have been found on the District's side of a residential meter. The consultant expects to complete the survey by the end of March, weather permitting.

Maintenance:

- Routine maintenance tasks continue, but Operations Staff's priority has been in support of AMI meter installations;
- Responded to and completed 151 USA (underground service alerts) requests and identified infrastructure;
- Continued to perform normal maintenance and exercised water system pressure regulating valves;
- The 12-volt batteries for the Exbourne Tank site stand-by generator were replaced;
- Watching customer consumption trend, storage turn-over and water quality in Zone 3 where the East Dekoven Tank has been out of service, and we are not ready to put back into service;
- Repaired damaged service line at Ponce and Cipriani;
- Repaired and gathered insurance information from driver of vehicle who hit hydrant at Cipriani and Newlands. The person hit the hydrant and reported to the Police Department and stayed to share information;
- Forty-four water samples for bacteriological testing – all samples were normal and showed no signs of coliform bacteria;
- Water system dead-ends continue to be monitored for disinfectant residual, and where needed, we flowed water into landscapes, street sweepers or sewer flushing trucks versus monitoring for discharge into the storm water systems to improve water quality; and
- Monitoring for signs of nitrification within our tanks continues as a part of regular water quality monitoring.

System Repairs:

Location	Event	Material	Installation Date	Estimated Water Loss (Gals.)
1519 Folger Dr.	Main Break - Ring	CIP	1949	24,000
45 Karen Rd.	Main Break-Split	CIP	1952	2,800
3411 Plateau	Main Break - Split	CIP	1956	500
3608 Hillcrest	Main Break - Split	CIP	1956	500
Cipriani & Newlands	Hydrant Hit	N/A	N/A	116,000

Development:

- Staff is currently working with developers on nine (9) development projects located at:

- 576-600 El Camino Real – currently reviewing their plans;
- 400-490 El Camino Real – there is nothing to report out at this time;
- 1401 Shoreway Road – awaiting their schedule for work;
- 1201 Shoreway Road – there is nothing to report out at this time;
- 360-380 Industrial Road – awaiting sub-contractor replacement of walkway;
- 2177 Carlmont Avenue – awaiting payment of installation fees;
- 2113 Coronet – awaiting scheduling of work by contractor;
- 1710 Valley View – awaiting scheduling by contractor; and
- 2828 Monte Cresta – awaiting payment of installation fees.

Administration:

- Ops Staff meetings held during month;
- Attended the monthly BAWSCA meeting;
- Prepared District office and shop for visit by ACWA President Tiegs;
- Met with local consultant to discuss potential improvements to the District's main office building;
- Power use monitoring continues for pumping with positive results and no net effect on the water system;
- Participated in meeting with Sensus representatives to receive a proposal on a customer portal;
- Ops Manager, the General Manager and Board Member Vella all attended the State of the City presentation by Belmont's Mayor;
- Ops Manager and Supervisors, and General Manager met with District Engineer and his staff to discuss the plans for the Alameda de las Pulgas and Karen Road pipeline projects;
- Staff participated in a "kick-off" meeting with Wulff Hansen regarding potential funding options for the 5-year Capital Improvement Plan;
- Operations staff rebuilt the pump control valve and solenoid for the #2 pump at the Hannibal Pump Station;
- Staff continues to work with SFPUC staff to address the occasional high pressures in Zone 1 attributed to their operations;
- Participated in the monthly status report for the Urban Water Management Plan update;
- Attended an Operations Luncheon sponsored by Pakpour Consulting Group at the Purissima Hills Water District and discussed working together to create maintenance task sheets both districts can use;
- Provided information to County consultant for our portion of Local Hazardous Mitigation Plan and work on the next phase of the plan;
- Attended Water Quality Committee meeting in Redwood City;
- Begin gathering water use data from 2015 to submit an annual report to the State Water Resources Control Board, the report is due by April 1; and
- Pakpour Consulting Group set up a lunch-time presentation in the shop on "Fusible PVC Pipe" from Underground Solutions and Roberts & Brune.

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

	Jul '15 - Feb 16	Jul '14 - Feb 15	\$ Change	% Change
Ordinary Income/Expense				
Income				
4000 · OPERATING REVENUE	6,713,323.09	6,383,678.64	329,644.45	5.16%
4100 · INTEREST INCOME	8,288.58	7,013.34	1,275.24	18.18%
4200 · OTHER INCOME	307,215.58	499,316.27	-192,100.69	-38.47%
Total Income	7,028,827.25	6,890,008.25	138,819.00	2.02%
Cost of Goods Sold				
5000 · Cost of Goods Sold	0.00	-60.49	60.49	100.0%
Total COGS	0.00	-60.49	60.49	100.0%
Gross Profit	7,028,827.25	6,890,068.74	138,758.51	2.01%
Expense				
6000 · PERSONNEL COSTS	1,680,958.27	1,529,182.06	151,776.21	9.93%
6100 · PURCHASED WATER	3,004,332.77	2,845,509.88	158,822.89	5.58%
6200 · CUSTOMER CREDIT CARD SVS FEES	80,755.08	67,325.91	13,429.17	19.95%
6300 · OUTREACH/EDUCATION	78,899.94	34,960.92	43,939.02	125.68%
6400 · M&R - OPS SYSTEMS	200,749.20	251,659.21	-50,910.01	-20.23%
6500 · M&R - FACILITIES & EQUIPMENT	71,309.39	80,961.65	-9,652.26	-11.92%
6600 · MAJOR MAINTENANCE	700.00	0.00	700.00	100.0%
6700 · OFFICE SUPPLIES & EQUIPMENT	97,165.73	158,141.22	-60,975.49	-38.56%
6800 · MEMBERSHIP & GOV FEES	129,205.86	91,209.23	37,996.63	41.66%
6900 · BAD DEBT & CLAIMS	7,800.60	23,238.82	-15,438.22	-66.43%
7000 · UTILITIES	177,062.94	208,408.54	-31,345.60	-15.04%
7100 · PROFESSIONAL SERVICES	352,845.36	270,565.27	82,280.09	30.41%
7200 · TRAINING & TRAVEL	12,797.91	13,212.41	-414.50	-3.14%
Total Expense	5,894,583.05	5,574,375.12	320,207.93	5.74%
Net Ordinary Income	1,134,244.20	1,315,693.62	-181,449.42	-13.79%
Other Income/Expense				
Other Expense				
9000 · OTHER EXPENSE	632,487.74	561,628.42	70,859.32	12.62%
Total Other Expense	632,487.74	561,628.42	70,859.32	12.6%
7302 - RESTRICTED EARNINGS EXPENSE - INTEREST LAIF	-8,288.58	-7,013.34	-1,275.24	-18.2%
Total Restricted Earnings Expense	-8,288.58	-7,013.34	-1,275.24	-18.2%
Net Operating Surplus/(Loss)	510,045.04	761,078.54	-251,033.50	-33.0%

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

Target YTD % 66.7%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	APPROVED FY 2015-2016 BUDGET \$	ACTUAL 7/1/2015 2/29/2016	REMAINING BALANCE/ (OVER BUDGET)	Y-T-D % OF BUDGET
4010	WATER COMMODITY CHARGES	8,400,000	4,963,338	3,436,662	59.1%
4020	FIXED SYSTEM CHARGES	2,443,780	1,626,310	817,470	66.5%
4030	FIRE SERVICE CHARGES	14,400	9,735	4,665	67.6%
4040	METER CHARGES	10,000	-	10,000	NA
4050	SERVICE LINE & INSTALLATION CHARGES (A)	25,000	55,553	(30,553)	222.2%
4060	WATER SYSTEM CAPACITY CHARGES	200,000	46,875	153,125	23.4%
4070	WATER DEMAND OFFSET CHARGES	10,000	6,085	3,915	60.9%
4080	TEMPORARY CONSTRUCTION CONNECTION CHARGES	10,000		10,000	NA
4090	MISCELLANEOUS CHARGES	10,000	5,428	4,572	54.3%
4000	TOTAL WATER AND FEE CHARGES	11,123,180	6,713,323	4,409,857	60.4%
4102	Interest Revenue- LAIF	10,000	8,289	1,711	82.9%
4100	INTEREST REVENUE	10,000	8,289	1,711	82.9%
4201	Lease of Physical Property	245,140	102,321	142,819	41.7%
4202	Property Tax Revenue (B)	245,000	199,863	45,137	81.6%
4203	New Construction Revenue	-	3,632	(3,632)	NA
4208	Landscape Plan Permit Review	-	400	(400)	NA
4206	Other Miscellaneous Charges	-	1,000	(1,000)	NA
4200	OTHER REVENUE	490,140	307,216	182,924	62.7%
4000	TOTAL OPERATING REVENUE	11,623,320	7,028,827	4,594,493	60.5%
6011	Salaries & Wages	1,546,900	955,993	590,907	61.8%
6012	Director Compensation	11,000	4,700	6,300	42.7%
6017	Capital Salaries & Wages	-	44,992	(44,992)	NA
6010	GROSS REGULAR WAGES	1,557,900	1,005,684	552,216	64.6%
6017	CAPITAL SALARY & WAGES reversed	-	(44,992)	44,992	N/A
6021	Overtime Labor	43,300	23,479	19,821	54.2%
6022	Standby Labor	35,100	22,108	12,992	63.0%
6020	SUB-TOTAL SALARY & WAGES	1,636,300	1,006,280	630,020	61.5%
6031	FICA/Medicare PR Tax	126,477	69,282	57,195	54.8%
6038	ACWA Health Care	310,272	201,489	108,783	64.9%

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

Target YTD % 66.7%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	APPROVED FY 2015-2016 BUDGET \$	ACTUAL 7/1/2015 2/29/2016	REMAINING BALANCE/ (OVER BUDGET)	Y-T-D % OF BUDGET
6039	ACWA Dental	29,991	17,688	12,303	59.0%
6040	ACWA Vision	4,223	2,916	1,307	69.0%
6041	ACWA Life/AD&D	4,035	2,837	1,198	70.3%
6042	Standard LDL/SDL Disability	9,953	5,949	4,004	59.8%
6043	Workers' Comp Insurance	48,000	25,608	22,392	53.4%
6044	Unemployment	1,000	-	1,000	NA
6045	CALPERS Retirement - ER 2%@55	245,706	131,817	113,889	53.6%
6054	CAPITAL PAYROLL TAXES & BENEFITS	-	23,462	(23,462)	N/A
6046	Retirees' ACWA Health Care	54,400	38,720	15,680	71.2%
6047	Directors' ACWA Health Care	105,060	69,303	35,757	66.0%
6049	Medical Reimbursement	2,500	359	2,141	14.4%
6050	Employee Service Recognition	7,000	4,046	2,954	57.8%
6051	Safety Incentive Program	7,200	4,800	2,400	66.7%
6052	Uniforms (C)	24,000	19,765	4,235	82.4%
6053	PARS OPEB Expense	160,200	80,100	80,100	50.0%
6030	SUB-TOTAL PAYROLL TAXES & BENEFITS	1,140,017	698,140	441,877	61.2%
6054	CAPITAL PAYROLL TAXES & BENEFITS	-	(23,462)	23,462	N/A
6000	PERSONNEL COSTS	2,776,317	1,680,958	1,095,359	60.5%
6101	SFPUC Treated Water	4,600,000	2,644,439	1,955,561	57.5%
6102	BAWSCA (Debt Service Surcharges)	462,000	307,504	154,496	66.6%
6103	Rates Stabilization	-	-	-	NA
6104	SFPUC Water Service Charge	-	52,390	(52,390)	N/A
6100	PURCHASED WATER	5,062,000	3,004,333	2,057,667	59.4%
6201	Customer Credit Card Service Fees	121,639	80,755	40,884	66.4%
6200	CUSTOMER CREDIT CARD SVS FEES	121,639	80,755	40,884	66.4%
6301	Water Conservation Program	7,000	3,852	3,148	55.0%
6302	School Conservation Program	7,000	5,075	1,925	72.5%
6303	Public Outreach & Education	25,000	16,393	8,607	65.6%
6305	HET Rebates	24,000	10,777	13,223	44.9%
6306	Washing Machine Rebates	25,000	16,038	8,962	64.2%
6307	Lawn-Be-Gone Rebates	37,000	25,478	11,522	68.9%
6308	Rain Barrel Rebates	5,000	1,286	3,714	25.7%
6304	TOTAL WATER CONSERVATION REBATES	91,000	53,580	37,420	58.9%
6300	OUTREACH/EDUCATION	130,000	78,900	51,100	60.7%
6401	Water Quality	65,000	32,994	32,006	50.8%
6402	Pumping	25,750	13,602	12,148	52.8%
6403	Storage Tanks	5,150	2,544	2,606	49.4%
6404	Mains/Distribution	154,500	60,731	93,769	39.3%
6405	Meters & Service	77,250	57,851	19,399	74.9%

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

Target YTD % 66.7%

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	APPROVED FY 2015-2016 BUDGET \$	ACTUAL 7/1/2015 2/29/2016	REMAINING BALANCE/ (OVER BUDGET)	Y-T-D % OF BUDGET
6406	Fire Hydrants	30,000	20,720	9,280	69.1%
6407	Regulator Stations (D)	10,300	8,889	1,411	86.3%
6408	Safety	10,300	3,418	6,882	33.2%
6400	M&R - OPS SYSTEMS	378,250	200,749	177,501	53.1%
6501	M&R-Buildings&Grounds	71,000	45,111	25,889	63.5%
6502	M&R- Equipment&Tools	20,600	10,018	10,582	48.6%
6503	M&R- Vehicles & Large Equipment	10,300	3,166	7,134	30.7%
6504	M&R - Fuel	27,800	13,014	14,786	46.8%
6500	M&R - FACILITIES & EQUIPMENT	129,700	71,309	58,391	55.0%
6601	Cathodic Protection Survey	-	700	(700)	NA
6602	Leak Detection Survey	32,000	-	32,000	NA
6600	MAJOR MAINTENANCE	32,000	700	31,300	2.2%
6701	Office Supplies	17,300	10,558	6,742	61.0%
6702	Insurance- Liability/Vehicles	85,000	41,982	43,018	49.4%
6703	Bank Service Fees	546	1	545	0.2%
6704	Postage	3,150	319	2,831	10.1%
6705	Printing/Printing Supplies	12,710	8,423	4,287	66.3%
6706	Equipment Services/Maintenance	55,000	28,850	26,150	52.5%
6707	Computer Supplies & Upgrades	11,330	6,047	5,283	53.4%
6708	Security & Safety	10,450	985	9,465	9.4%
6709	Other Fees	-	-	-	NA
6700	OFFICE SUPPLIES & EQUIP	195,486	97,166	98,320	49.7%
6801	Dues & Publications	38,200	22,639	15,561	59.3%
6802	Gov't Fees & Licenses	71,000	43,324	27,676	61.0%
6803	BAWSCA Membership Assessments	66,800	44,843	21,957	67.1%
6804	Env Health - Cross Connection Inspection	29,900	18,400	11,500	61.5%
6805	Software License	5,000	-	5,000	NA
6800	MEMBERSHIP & GOV FEES	210,900	129,206	81,694	61.3%
6901	Bad Debt	7,000	3,814	3,186	54.5%
6902	Claims	30,000	3,987	26,013	13.3%
6900	BAD DEBT & CLAIMS	37,000	7,801	29,199	21.1%
7001	Utilities-Internet/Cable	7,244	4,834	2,410	66.7%
7002	Utilities-Cellular Telephones	11,500	7,337	4,163	63.8%
7003	Utilities-Electric-Pumping	255,834	133,928	121,906	52.3%
7004	Utilities-Electric-Bldgs&Grounds	23,401	15,224	8,177	65.1%
7005	Utilities-Telephones	17,092	11,393	5,699	66.7%
7006	Utilities-Sewer - NPDES	7,210	4,347	2,863	60.3%

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

Target YTD % 66.7%

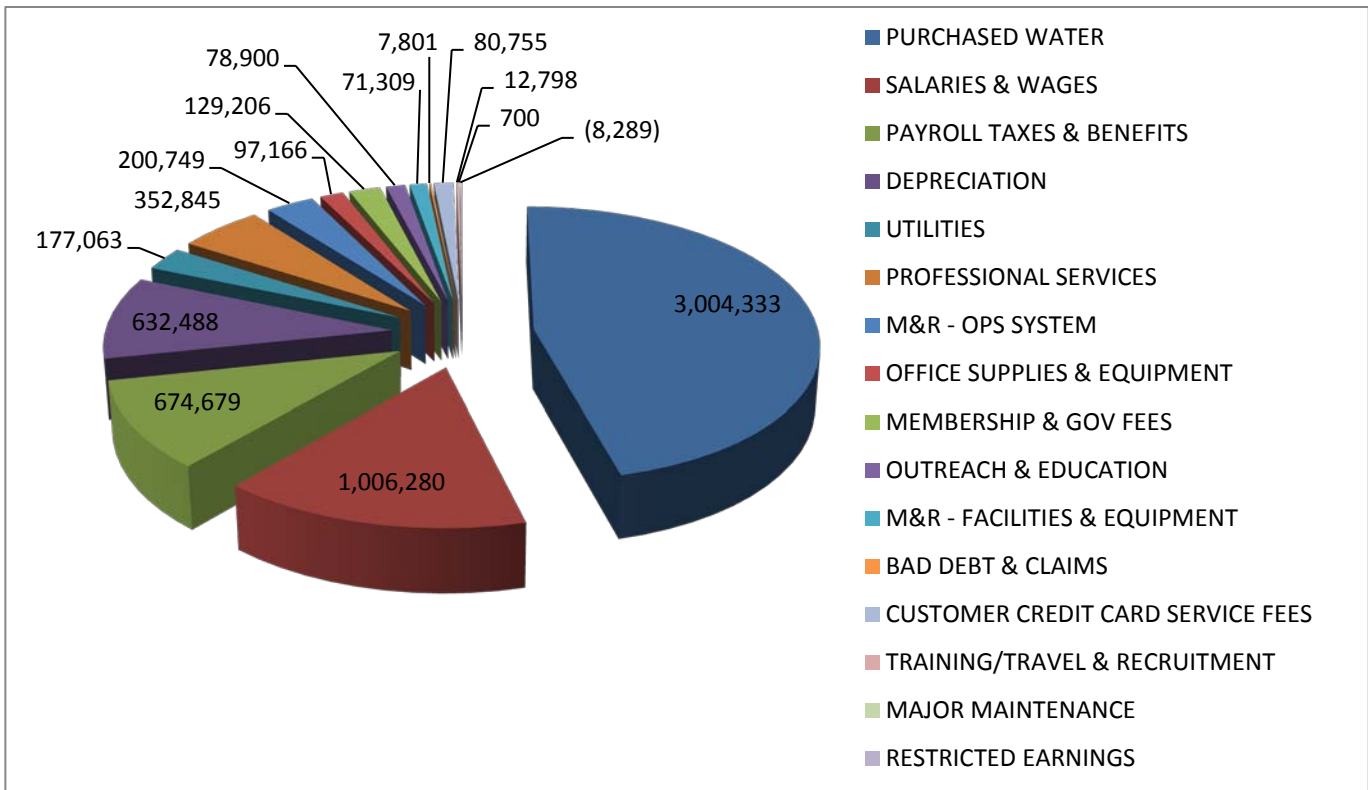
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	APPROVED FY 2015-2016 BUDGET \$	ACTUAL 7/1/2015 2/29/2016	REMAINING BALANCE/ (OVER BUDGET)	Y-T-D % OF BUDGET
7000	UTILITIES	322,281	177,063	145,218	54.9%
7101	Prof Serv - District Counsel	98,000	64,305	33,696	65.6%
7102	Prof Serv - District Engineer	151,000	104,548	46,452	69.2%
7103	Prof Serv - IT	19,193	11,229	7,964	58.5%
7104	Prof Serv- Annual Finance Audit (E)	20,000	18,000	2,000	90.0%
7105	Prof Serv - Mngmt Consult	-	-	-	NA
7106	Prof Serv- Accounting & Payroll	21,010	13,888	7,122	66.1%
7107	Prof Serv- Customer Billing	70,040	42,581	27,459	60.8%
7108	Prof Serv - Answering Svs	4,223	8	4,215	0.2%
7110	Prof Serv - Miscellaneous	175,418	96,186	79,232	54.8%
7111	Prof Serv - District Treasurer	3,600	2,100	1,500	58.3%
7100	PROFESSIONAL SERVICES	562,484	352,845	209,639	62.7%
7201	Director Travel	6,180	695	5,485	11.2%
7202	Director Expense	2,060	87	1,973	4.2%
7203	Elections	5,000	-	5,000	NA
7204	Employee Travel/Training	25,750	9,156	16,594	35.6%
7205	Meetings Expense	5,150	2,860	2,290	55.5%
7200	TRAINING & TRAVEL	44,140	12,798	31,342	29.0%
7302	Restricted Earnings Expense - Interest LAIF	(10,000)	(8,289)	(1,711)	82.9%
7300	RESTRICTED EARNINGS EXPENSE	(10,000)	(8,289)	(1,711)	82.9%
8001	Working Reserves: Capital	-	-	-	NA
8002	Working Reserves: Operating	61,123	-	61,123	NA
8000	RESERVES	61,123	-	61,123	NA
9010	DEPRECIATION	870,000	632,488	237,512	72.7%
SUB-TOTAL - OPERATING EXPENSES		8,147,003	4,837,824	3,309,179	59.4%
TOTAL OPERATING EXPENSES		10,923,320	6,518,782	4,404,538	59.7%
NET OPERATING SURPLUS/(LOSS)					
TRANSFER TO CAPITAL		700,000	510,045	189,955	72.9%
			0		

- (A) Three new service line installations.
- (B) Receipt of Property Tax revenue: December 2015 and April 2016.
- (C) Annual work boots purchased for Operations staff \$2,215.
- (D) Accounting for Inventory and operation expenses (expensing per policy items over \$5,000).
- (E) Audit complete.

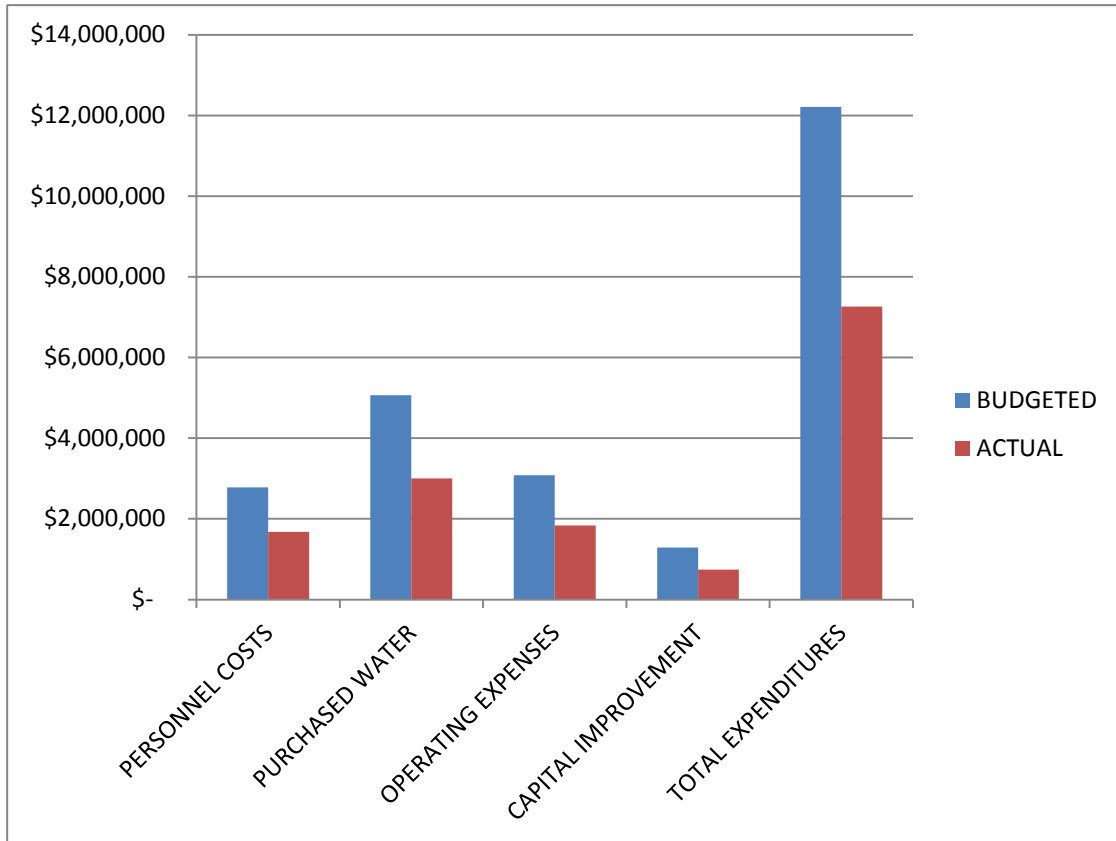
**MID-PENINSULA WATER DISTRICT
ACTUAL OPERATING EXPENDITURES SUMMARY**

Feb-16

OPERATING EXPENDITURES	ACTUAL \$	% OF TOTAL
PURCHASED WATER	3,004,333	46.1%
SALARIES & WAGES	1,006,280	15.4%
PAYROLL TAXES & BENEFITS	674,679	10.3%
DEPRECIATION	632,488	9.7%
UTILITIES	177,063	2.7%
PROFESSIONAL SERVICES	352,845	5.4%
M&R - OPS SYSTEM	200,749	3.1%
OFFICE SUPPLIES & EQUIPMENT	97,166	1.5%
MEMBERSHIP & GOV FEES	129,206	2.0%
OUTREACH & EDUCATION	78,900	1.2%
M&R - FACILITIES & EQUIPMENT	71,309	1.1%
BAD DEBT & CLAIMS	7,801	0.1%
CUSTOMER CREDIT CARD SERVICE FEES	80,755	1.2%
TRAINING/TRAVEL & RECRUITMENT	12,798	0.2%
MAJOR MAINTENANCE	700	0.0%
RESTRICTED EARNINGS	(8,289)	-0.1%
TOTAL OPERATING EXPENDITURES	6,518,782	100%



2014/2015 BUDGET vs ACTUAL TOTAL EXPENDITURES Feb-16



	BUDGETED	ACTUAL	BUDGETED % OF TOTAL	ACTUAL % OF TOTAL
TOTAL EXPENDITURES				
PERSONNEL COSTS	\$ 2,776,317	\$ 1,680,958	23%	23%
PURCHASED WATER	\$ 5,062,000	\$ 3,004,333	41%	41%
OPERATING EXPENSES	\$ 3,085,003	\$ 1,833,491	25%	25%
CAPITAL IMPROVEMENT	\$ 1,292,000	\$ 740,129	11%	10%
TOTAL EXPENDITURES	\$ 12,215,320	\$ 7,258,912	100%	100%

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

DESCRIPTION	APPROVED AMENDED FY 2015-2016 BUDGET \$	ACTUAL 7/1/2015 2/29/2016	REMAINING BALANCE/ (OVER BUDGET)	Target YTD % 66.7%
				Y-T-D % OF BUDGET
CAPITAL IMPROVEMENTS - WORK IN PROCESS (WIP)				
AMI Meter Change Out Program (A)	400,000	410,335	(10,335)	102.6%
Karen Road Water Main Replacement - CIP	100,000	26,984	73,016	27.0%
Hallmark Tank Structural and Seismic Retrofit - CIP	55,000	19,042	35,958	34.6%
Dekoven Tanks Structural and Seismic Retrofit - CIP	55,000	36,947	18,053	67.2%
Folger Pump Station Demolition - CIP	50,000	21,170	28,830	42.3%
Buckland Tank Replacement Project - CIP	46,000	23,315	22,685	50.7%
Alameda de las Pulgas Water Main Replacement Project - CIP (B)	30,000	55,481	(25,481)	184.9%
CAPITAL IMPROVEMENTS - WIP TOTAL	736,000	593,274	142,726	80.6%
CAPITAL OUTLAY				
SCADA Replacement Project	41,000	22,552	18,448	55.0%
Financial Management System (FMS) - Comprehensive Replacement	145,000	58,684	86,316	40.5%
Fleet Replacement: Vehicles in Operations	125,000	-	125,000	0.0%
Implementation of Sensus Consumer Portal	70,000	-	70,000	0.0%
Tunnels Motor Emergency Replacement	60,000	-	60,000	0.0%
Dairy Lane Wiring/Cabling	40,000	31,601	8,399	79.0%
Replacement Printer/Copier/Scanner	25,000	21,289	3,711	85.2%
Miscellaneous Capital Outlay/Projects	50,000	12,730	37,270	25.5%
CAPITAL OUTLAY TOTAL	556,000	146,855	409,145	26.4%
CAPITAL IMPROVEMENTS & CAPITAL OUTLAY TOTAL	1,292,000	740,129	551,871	57.3%
DEPRECIATION	870,000	632,488	237,512	72.7%
TRANSFER FROM OPS	700,000	510,045	189,955	72.9%
TRANSFER (TO)/FROM CAPITAL RESERVES	(278,000)	(402,403)	124,403	144.7%
CAPITAL OUTLAY/CAPITAL PROJECTS	(1,292,000)	(740,129)	(551,871)	57.3%
NET RESULTS OF CAPITAL	-	0	(0)	N/A

(A) Included within the Operations Account number 6017.

(B) Potholing and engineering services.

**MID-PENINSULA WATER DISTRICT
CONDENSED BALANCE SHEET
PREVIOUS YEAR COMPARISON**

	Feb 29, 16	Feb 28, 15	\$ Change	% Change
ASSETS				
CURRENT ASSETS				
Total Checking/Savings	4,086,285.46	3,778,101.05	308,184.41	8.16%
Total Accounts Receivable	636,772.57	622,169.24	14,603.33	2.35%
Other Current Assets				
Inventory (A)	158,736.70	273,228.23	-114,491.53	-41.9%
Other Current Assets	263,704.83	218,550.15	45,154.68	20.66%
Total Other Current Assets	422,441.53	491,778.38	-69,336.85	-14.1%
TOTAL CURRENT ASSETS	5,145,499.56	4,892,048.67	253,450.89	5.18%
FIXED ASSETS				
Fixed Assets	41,579,458.44	40,398,600.84	1,180,857.60	2.92%
Accumulated Depreciation	-25,486,217.54	-24,582,618.04	-903,599.50	-3.68%
Construction in Progress	325,818.58	442,813.20	-116,994.62	-26.42%
TOTAL FIXED ASSETS	16,419,059.48	16,258,796.00	160,263.48	0.99%
TOTAL OTHER ASSETS (B)	198,895.55	19,342.55	179,553.00	928.28%
TOTAL ASSETS	21,763,454.59	21,170,187.22	593,267.37	2.8%
LIABILITIES & EQUITY				
LIABILITIES				
CURRENT LIABILITIES				
Total Accounts Payable	206,471.35	234,633.06	-28,161.71	-12.0%
Total Other Current Liabilities (B)	692,697.10	394,112.03	298,585.07	75.76%
TOTAL CURRENT LIABILITIES	899,168.45	628,745.09	270,423.36	43.01%
TOTAL LONG TERM LIABILITIES (B)	1,118,234.00	0.00	1,118,234.00	100.0%
TOTAL LIABILITIES	2,017,402.45	628,745.09	1,388,657.36	220.86%
EQUITY				
3000 - Opening Bal Equity	144.00	144.00	0.00	0.0%
3800 - BOARD APPROVED RESERVES *	3,795,326.04	3,634,676.07	160,649.97	4.42%
3940 - Fund Balance Invest in Ut Plant	16,419,059.48	16,255,918.90	163,140.58	1.0%
Net Assets (B)	-468,477.38	650,703.16	-1,119,180.54	-172.0%
TOTAL EQUITY	19,746,052.14	20,541,442.13	-795,389.99	-3.87%
TOTAL LIABILITIES & EQUITY	21,763,454.59	21,170,187.22	593,267.37	2.8%

	Balance @ Feb 2014	Balance @ Feb 2015	Balance @ Feb 2016	Budget for Reserve Policy
* BOARD APPROVES RESERVES				
Capital Reserves	2,024,494	1,134,676	1,295,326	2,500,000
Emergency Reserves	2,000,000	2,000,000	2,000,000	2,500,000
Working Capital Reserves	500,000	500,000	500,000	2,500,000
TOTAL RESERVE FUNDS	4,524,494	3,634,676	3,795,326	2,500,000

(A) Change in Capitalization/Inventory Policy. Inventory less than \$5,000 are expensed.

(B) CalPERS Net Pension Liability - GASB 68 requirement.

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

	Jul '15 - Feb 16	Jul '14 - Feb 15	\$ Change	% Change
Ordinary Income/Expense				
Income				
4000 · OPERATING REVENUE	6,713,323.09	6,383,678.64	329,644.45	5.16%
4100 · INTEREST INCOME	8,288.58	7,013.34	1,275.24	18.18%
4200 · OTHER INCOME	307,215.58	499,316.27	-192,100.69	-38.47%
Total Income	7,028,827.25	6,890,008.25	138,819.00	2.02%
Cost of Goods Sold				
5000 · Cost of Goods Sold	0.00	-60.49	60.49	100.0%
Total COGS	0.00	-60.49	60.49	100.0%
Gross Profit	7,028,827.25	6,890,068.74	138,758.51	2.01%
Expense				
6000 · PERSONNEL COSTS	1,680,958.27	1,529,182.06	151,776.21	9.93%
6100 · PURCHASED WATER	3,004,332.77	2,845,509.88	158,822.89	5.58%
6200 · CUSTOMER CREDIT CARD SVS FEES	80,755.08	67,325.91	13,429.17	19.95%
6300 · OUTREACH/EDUCATION	78,899.94	34,960.92	43,939.02	125.68%
6400 · M&R - OPS SYSTEMS	200,749.20	251,659.21	-50,910.01	-20.23%
6500 · M&R - FACILITIES & EQUIPMENT	71,309.39	80,961.65	-9,652.26	-11.92%
6600 · MAJOR MAINTENANCE	700.00	0.00	700.00	100.0%
6700 · OFFICE SUPPLIES & EQUIPMENT	97,165.73	158,141.22	-60,975.49	-38.56%
6800 · MEMBERSHIP & GOV FEES	129,205.86	91,209.23	37,996.63	41.66%
6900 · BAD DEBT & CLAIMS	7,800.60	23,238.82	-15,438.22	-66.43%
7000 · UTILITIES	177,062.94	208,408.54	-31,345.60	-15.04%
7100 · PROFESSIONAL SERVICES	352,845.36	270,565.27	82,280.09	30.41%
7200 · TRAINING & TRAVEL	12,797.91	13,212.41	-414.50	-3.14%
Total Expense	5,894,583.05	5,574,375.12	320,207.93	5.74%
Net Ordinary Income	1,134,244.20	1,315,693.62	-181,449.42	-13.79%
Other Income/Expense				
Other Expense				
9000 · OTHER EXPENSE	632,487.74	561,628.42	70,859.32	12.62%
Total Other Expense	632,487.74	561,628.42	70,859.32	12.6%
7302 - RESTRICTED EARNINGS EXPENSE - INTEREST LAIF	-8,288.58	-7,013.34	-1,275.24	-18.2%
Total Restricted Earnings Expense	-8,288.58	-7,013.34	-1,275.24	-18.2%
Net Operating Surplus/(Loss)	510,045.04	761,078.54	-251,033.50	-33.0%

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

Month	Projected Water Commodity Revenue	Actual Water Commodity Revenue	Projected SFPUC Water Commodity Expense	Actual SFPUC Water Commodity Expense
15-Jul	840,000	659,123	552,000	360,472
15-Aug	924,000	784,369	506,000	419,573
15-Sep	840,000	764,745	506,000	398,063
15-Oct	840,000	717,527	414,000	372,194
15-Nov	672,000	601,541	414,000	339,011
15-Dec	504,000	492,909	276,000	250,365
16-Jan	588,000	517,173	322,000	267,589
16-Feb	504,000	436,095	276,000	237,173
16-Mar	504,000		276,000	
16-Apr	588,000		322,000	
16-May	756,000		322,000	
16-Jun	840,000		414,000	

