

BOARD OF DIRECTORS  
THURSDAY, JULY 24, 2025 - 6:30 PM

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**AGENDA**

Public comments may be submitted via email to  
Administrative Services Manager, Alison Bell, at [abell@midpeninsulawater.org](mailto:abell@midpeninsulawater.org).  
Please indicate in your email the agenda item to which your comment applies.

Comments submitted before the meeting will be provided to the Board before or during the meeting.  
Comments submitted after the meeting is called to order will be included in correspondence that will be provided to the full Board.

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

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

Should Zoom not be operational, please check online at: [www.midpeninsulawater.org](http://www.midpeninsulawater.org) for any updates or further instruction.

**1. OPENING**

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

**2. PUBLIC COMMENT**

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

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

**4. ACKNOWLEDGEMENTS/PRESENTATIONS - None**

**5. CONSENT AGENDA**

*All matters on the Consent Agenda are considered routine by the Board of Directors, or included in the approved fiscal year Operating or Capital Budget, and will be acted upon by a single vote by the Board. If Directors wish to discuss a consent item other than simple clarifying questions, a request for removal may*

*be made. Such items are pulled for separate discussion and action after the Consent Agenda is acted upon.*

- A. Approve Minutes for the Regular Board Meeting on May 22, 2025
- B. Approve Minutes for the Regular Board Meeting on June 26, 2025
- C. Approve Expenditures from June 1, 2025 through June 30, 2025
- D. Approve Updated Salary Schedule, which Includes a 2.15% Living Wage Adjustment to Salary Ranges Effective August 2, 2025, Consistent with the MPWDEA Letter Agreement Dated March 15, 2023
- E. Receive Report on Escheatment

**6. HEARING AND APPEALS - None**

**7. CAPITAL IMPROVEMENT PROGRAM**

- A. Consider Resolution 2025-23 Authorizing Task Order 25-15 with District Engineer, Pakpour Consulting Group, Inc., for Capital Project Support Services for Dekoven Tanks Replacement Project (CIP 08-1621-CP) in the Amount of \$239,675

**8. REGULAR BUSINESS AGENDA**

- A. Receive FY 2024/2025 Progress Report on MPWD Website, Marketing and Public Relations/Outreach Activities and Brief Overview of MPWD Website Updates, Presented by John Davidson of JRocket77 Graphic Design and Marketing
- B. Approve Updated COVID-19 Prevention Plan
- C. Consider Adopting a Happy Hydrant Program Policy
- D. Receive BAWSCA Update
- E. Receive Report on California and San Francisco Regional Water System Conditions

**9. MANAGEMENT AND BOARD REPORTS**

- A. Management Reports
  - 1. Financial Reports for the Month Ending June 30, 2025
  - 2. District Engineer
  - 3. Administrative Services Manager
  - 4. Operations Manager
  - 5. General Manager
- B. Director Reports

**10. COMMUNICATIONS**

**11. CLOSED SESSION**

- A. Conference with Legal Counsel – Anticipated Litigation Pursuant to Government Code



§54956.9 Subdivision (b)

B. Public Employee Discipline/ Dismissal Release (Government Code Section 54957)

**12. RECONVENE TO OPEN SESSION**

**13. Adjournment in memory of MPWD Water System Operator Ryan Gomes**

This agenda was posted at the Mid-Peninsula Water District's offices at 1075 Old County Road, Suite A, in Belmont, California, and on its website at [www.midpeninsulawater.org](http://www.midpeninsulawater.org).

**ACCESSIBLE PUBLIC MEETINGS**

*Upon request, the Mid-Peninsula Water District will provide written agenda materials in appropriate alternative formats, or disability related modification or accommodation (including auxiliary aids or services), to enable individuals with disabilities to participate in public meetings and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested. Requests should be sent to the Administrative Services Manager at (650) 591-8941 or [abell@midpeninsulawater.org](mailto:abell@midpeninsulawater.org). Requests should be received at least two days before the meeting. Requests will be granted whenever possible and resolved in favor of accessibility.*

**NEXT REGULAR BOARD MEETING: THURSDAY, SEPTEMBER 25, 2025 AT 6:30PM**

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# MEETING MINUTES

## BOARD OF DIRECTORS OF THE MID-PENINSULA WATER DISTRICT

Thursday, May 22, 2025  
Belmont, California

Teleconference location: 400 Skyloft Dr, #203 Asheville, NC 28801

### 1. OPENING

#### A. Call to Order

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

#### B. Establishment of Quorum

Present: President Wheeler, Vice President Vella, Director Covington, Director Cotten, and Director Zucca.

Also Present: General Manager (GM) Kat Wuelfing, Operations Manager (OM) Rene Ramirez, Administrative Services Manager (ASM) Alison Bell, District Treasurer James Ramsey, District Counsel Julie Sherman, and District Engineer Joubin Pakpour.

#### C. Pledge of Allegiance

The pledge of allegiance was led by Director Covington.

### 2. PUBLIC COMMENT

Vice President Vella asked for public comment.  
There were none.

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

Vice President Vella asked if there were any additions, deletions, or items to be pulled from consent.  
There were none.

### 4. ACKNOWLEDGEMENTS/PRESENTATIONS

#### A. Administer Oath of Office to Louis Vella for his Position on the Bay Area Water Supply and Conservation Agency

ASM Bell administered the Oath of Office for Vice President Vella for BAWSCA.

46 **5. CONSENT AGENDA**

47  
48 **A. Approve Minutes for the Regular Board Meeting on April 24, 2025**

49  
50 **B. Approve Expenditures from April 1, 2025 through April 30, 2025**

51  
52 Director Covington moved to approve the Consent Agenda.

53  
54 Director Cotten seconded the motion.

55  
56 Roll call vote: 5-0-0

57 Director Covington – Aye

58 Director Cotton – Aye

59 Director Zucca – Aye

60 Vice President Vella – Aye

61 President Wheeler – Aye

62  
63 **6. HEARING AND APPEALS - None**

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65 **7. CAPITAL IMPROVEMENT PROGRAM**

66  
67 **A. Consider Resolution 2025-13 Authorizing a Professional Service Agreement with**  
68 **ZFA Structural Engineers in the amount of \$66,000, for the Dekoven Tanks**  
69 **Replacement Project (CIP 08-1621-CP)**

70  
71 OM Ramirez presented to the Board Resolution 2025-13 for the Dekoven Tanks  
72 Replacement Project.

73  
74 District Engineer Pakpour added that the District needed to hire a new structural  
75 engineering firm, as the previous structural engineer went out of business.

76  
77 Vice President Vella asked if there was any insight as to why there was such a significant  
78 price difference between the engineer's estimate the first time the project went out to bid.  
79 District Engineer Pakpour explained that the first bid was during COVID and at that time  
80 materials were priced differently, and the industry saw a consolidation of companies that  
81 did this type of work; only 2 bids were received in 2021.

82  
83 Director Zucca moved to approve Resolution 2025-13.

84  
85 Director Covington seconded the motion.

86  
87 Roll call vote: 5-0-0

88 Director Zucca – Aye

89 Director Covington – Aye

Director Cotten – Aye  
Vice President Vella – Aye  
President Wheeler - Aye

**B. Receive Update on Folger Drive Project Entitlements Process**

GM Wuelfing gave the Board a brief update to the Board about the Folger property entitlements. The City Planning Commission approved the District's request for a conditional use permit for the project.

**8. REGULAR BUSINESS AGENDA**

**A. Receive Summary Report on Preliminary Draft FY2025/2026 Operating and Capital Budgets**

District Treasurer Ramsey gave an overview of the preliminary budget to the Board.

**B. Annual Report on Vacancies, Recruitment and Retention Efforts for 2024 in Compliance with Assembly Bill 2561 (Gov. Code 3502.3)**

ASM Bell presented to the Board the new legislation that public entities will need to annually report on vacancies in accordance with AB 2561. A public hearing was called for next the Board Meeting, on June 26, 2025.

Director Zucca moved to approve the public hearing for June 26, 2025.

Director Cotten seconded the motion.

Roll call vote: 5-0-0  
Director Zucca – Aye  
Director Cotten – Aye  
Director Covington – Aye  
Vice President Vella – Aye  
President Wheeler – Aye

**C. Discuss Happy Hydrant Program to Support City's 2026 Centennial Celebration**

GM Wuelfing and OM Ramirez gave an overview of the history of the Happy Hydrant Program at the District, and shared that the City of Belmont has requested that the City be able to do a Happy Hydrant Program in 2026 to help celebrate the City's centennial. Staff requested guidance from the Board on what to include in a Happy Hydrant program, based on their experiences and preferences.

134 **D. Consider Approval of the Updated Strategic Plan, Including Director**  
135 **Assignments**

136  
137 GM Wuelfing presented to the Board the updated version of the Strategic Plan that  
138 incorporated Board feedback from the Special Board meeting on May 19, 2025.

139  
140 Director Cotten moved to approve the updated Strategic Plan.

141  
142 Director Zucca seconded the motion.

143  
144 Roll call vote: 5-0-0

145 Director Cotten – Aye

146 Director Zucca – Aye

147 Director Covington – Aye

148 Vice President Vella – Aye

149 President Wheeler – Aye  
150

151 **E. Receive BAWSCA Update**

152  
153 Vice President Vella briefed the Board on the May 15<sup>th</sup> BAWSCA meeting.  
154  
155

156  
157 **F. Receive Report on the California and San Francisco Regional Water System**  
158 **Conditions**

159  
160 The Board received information from OM Rene Ramirez.  
161

162 **10. MANAGEMENT AND BOARD REPORTS**

163  
164 **A. District Treasurer and Financial Reports for the Month Ending April 30, 2025**

165 District Treasurer James Ramsey provided the Board with a financial update.  
166

167 **B. District Engineer**

168 District Engineer Pakpour provided an update on Capital Projects.  
169

170 **C. Administrative Services Manager**

171 ASM Bell provided a review of her report.  
172

173 **D. Operations Manager**

174 OM Ramirez provided a review of his report.  
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176 **E. General Manager**

177 GM Wuelfing provided a review of her report.

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**11. COMMUNICATIONS**

The Board of Directors shared their reports.

**12. CLOSED SESSION**

The Board convened to closed session at 8:36 PM.

- A. Conference with Legal Counsel – Anticipated Litigation Pursuant to Government Code §54956.9 Subdivision (b)**
- B. Public Employee Discipline/ Dismissal Release (Government Code Section 54957)**

**13. RECONVENE TO OPEN SESSION**

The Board reconvened to open session at 9:07 PM

There was no reportable action from either of the closed sessions.

**14. ADJOURNMENT**

The regular Board Meeting adjourned at 9:07 PM.

\_\_\_\_\_  
DISTRICT SECRETARY

APPROVED:

\_\_\_\_\_  
BOARD PRESIDENT

NEXT REGULAR BOARD MEETING: THURSDAY, JUNE 26, 2025 AT 6:30PM

# MEETING MINUTES

## BOARD OF DIRECTORS OF THE MID-PENINSULA WATER DISTRICT

Thursday, June 26, 2025  
Belmont, California

### 1. OPENING

#### A. **Call to Order**

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

#### B. **Establishment of Quorum**

Present: President Wheeler, Vice President Vella, Director Covington, and Director Cotten.

Absent: Director Zucca

Also Present: General Manager (GM) Kat Wuelfing, Operations Manager (OM) Rene Ramirez, Administrative Services Manager (ASM) Alison Bell, Water Resources Coordinator Drew Bost, Operations Superintendent Michael Anderson, District Engineer Joubin Pakpour, District Treasurer James Ramsey, and District Counsel Catherine Groves.

#### C. **Pledge of Allegiance**

The pledge of allegiance was led by Director Covington.

### 2. PUBLIC COMMENT

President Wheeler asked for public comment.

There were none.

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

President Wheeler asked if there were any additions, deletions, or items to be pulled from consent. There were none.

### 4. ACKNOWLEDGEMENTS/PRESENTATIONS - None

### 5. CONSENT AGENDA

A. **Approve Minutes for the Special Board Meeting on May 19, 2025**

B. **Approve Expenditures from May 1, 2025, through May 31, 2025**

- 48 C. Approve Resolution 2025-14 Establishing the Appropriations Limit Applicable to  
49 the Mid-Peninsula Water District during Fiscal Year 2025/2026  
50  
51 D. Consider Resolution 2025-15 Updating the MPWD Compensation Plan to Add  
52 Job Descriptions for Payroll Specialist and Accounting Specialist, and Update  
53 the MPWD Salary Schedule  
54  
55 E. Consider Resolution 2025-16 Authorizing an Amendment to the Contract with  
56 Eide Bailly LLP for District Treasurer and Accounting Services  
57  
58 F. Consider Resolution 2025-17 Authorizing a Two-Year Contract for Professional  
59 Services with John Davidson D/B/A JRocket77 Design & Marketing in the  
60 Amount of \$69,750 for Public Outreach/Education/Relations and MPWD Website  
61 Management Services, and Printing Services in the Amount of \$25,000 for a Total  
62 Amount Each Fiscal Year of \$94,750  
63  
64 G. Consider Authorization of Task Orders 25-12 through 25-14 and 26-01 through  
65 26-06 with District Engineer, Pakpour Consulting Group, Inc., for Annual On-  
66 Going Services in the Amount of \$219,515  
67  
68 H. Consider Resolution 2025-18 Authorizing the Purchase of a Kohler/Rehiko  
69 145REOZT4 Mobile Generator Set for Use at the Folger Emergency Operations  
70 Center in the Amount of \$134,934.32 from Native Instinct LLC, a Government  
71 General Services (GSA) Contractor under GSA Contract 47QSWA19D00AP  
72

73 Director Cotten moved to approve the Consent Agenda,  
74

75 Vice President Vella seconded the motion.  
76

77 Rollcall vote: 4-0-1

78 Director Cotten – Aye

79 Vice President Vella – Aye

80 Director Covington – Aye

81 President Wheeler – Aye

82 Director Zucca – Absent  
83

## 84 **6. HEARING AND APPEALS** 85

### 86 **A. Public Hearing Regarding Employee Vacancies per AB 2561** 87

88 President Wheeler called for the Public Hearing at 6:33 PM.  
89

90 ASM Bell presented to the Board information regarding historical vacancies and  
91 recruitment and retention efforts.  
92



There were no public comments.

Public Hearing closed at 6:39 PM.

Board discussion proceeded.

**7. CAPITAL IMPROVEMENT PROGRAM – None**

**8. REGULAR BUSINESS AGENDA**

**A. Consider Resolution 2025-19 Approving the FY 2025/2026 Operating and Capital Budgets**

District Treasurer Ramsey presented the Board Resolution 2025-19 to approve the Budget for the 2025-2026 fiscal year.

Director Cotten moved to approve Resolution 2025-19.

Director Covington seconded the motion.

Roll call vote: 4-0-1

Director Cotten – Aye

Director Covington – Aye

Vice President Vella – Aye

President Wheeler – Aye

Director Zucca – Absent

**B. Consider Two Resolutions:**

**1) Resolution 2025-20 Approving the Amendment to the Amended and Restated Water Supply Agreement Between the City and County of San Francisco and Wholesale Customers in Alameda County, San Mateo County, and Santa Clara County, and**

**2) Resolution 2025-21 Approving the Tier 2 Drought Response Implementation Plan Pursuant to Section 3.11.C of the Amended and Restated Water Supply Agreement**

Water Resources Coordinator Drew Bost presented the Board with Resolution 2025-20 and Resolution 2025-21. Danielle McPhearson of BAWSCA was present on Zoom for questions.

The Board discussed.

Vice President Vella moved to approve Resolution 2025-20 and Resolution 2025-21.

Director Cotten seconded the motion.

Roll call vote: 4-0-1  
Vice President Vella – Aye  
Director Cotten – Aye  
Director Covington – Aye  
President Wheeler – Aye  
Director Zucca – Absent

**C. Consider Resolution 2025-22 Authorizing a Water Service Agreement between the Mid-Peninsula Water District and LINC-HILL Street, L.P. for a 37 Unit Multi-Family Residential Development Located between 884 and 900 El Camino Real in Belmont, CA**

OM Ramirez presented the Board with Resolution 2025-22.

Board discussion followed.

Director Cotten moved to approve Resolution 2025-22.

Vice President Vella seconded the motion.

Roll call vote: 4-0-1  
Director Cotten – Aye  
Vice President Vella – Aye  
Director Covington – Aye  
President Wheeler – Aye  
Director Zucca – Absent

**D. Receive Report on the Development of the District's Cross-Connection Control Plan**

OM Ramirez gave the Board information and background on the Cross-Connect Control Plan. The District has developed an updated draft plan, but is working with our neighboring agencies to understand how they are addressing certain customer requirements in their CCCPs. The District received an extension from the State Board to approve our CCCP after the July 1, 2025 deadline, to allow for this inter-agency coordination to occur. Board discussion followed.

**E. Quarterly Water Conservation Report**

Water Resources Coordinator Drew Bost presented the Board with the Quarterly Water Conservation Report. Board discussion followed.

**F. Receive Report on the California and San Francisco Regional Water System**

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OM Ramirez presented the Board with information regarding the SF Regional Water System Conditions.

## 9. MANAGEMENT AND BOARD REPORTS

## A. Management Reports

## 1. District Treasurer and Financial Reports for the Month Ending May 31, 2025

District Treasurer James Ramsey provided the Board with a financial update.

## 2. District Engineer

District Engineer Joubin Pakpour provided an update on Capital Projects.

### 3. Administrative Services Manager

ASM Bell provided a review of her report.

#### 4. Operations Manager

OM Ramirez provided a review of his report.

## 5. General Manager

GM Wuelfing provided a review of her report.

## B. Director Reports

The Board provided updates on meetings and events that they have attended since last Board meeting.

## 11. COMMUNICATIONS

There were none.

## 12. ADJOURNMENT

The regular Board Meeting adjourned at 9:03 PM.

DISTRICT SECRETARY

APPROVED:

**BOARD PRESIDENT**

NEXT REGULAR BOARD MEETING: THURSDAY, JULY 24, 2025 AT 6:30PM



1075 Old County Road, Suite A, Belmont  
 Phone: 650.591.8941 Fax: 650.591.8942  
 MidPeninsulaWater.org

Account Name	Vendor Name	Description	Check Date	Check Number	Amount
Payroll Clearing A/C	adp	ER DD	06/12/2025	104270	65,256.96
Payroll Clearing A/C	adp	ER TAXES	06/12/2025	104270	30,882.92
Payroll Clearing A/C	adp	ER DD	06/26/2025	104317	65,558.90
Payroll Clearing A/C	adp	ER TAXES	06/26/2025	104317	31,050.72
Payroll Clearing A/C	Health Equity	HSA	06/12/2025	1042668	1,070.77
Payroll Clearing A/C	Health Equity	HSA MONTHLY FEES	06/12/2025	1042668	79.65
Payroll Clearing A/C	Health Equity	HSA	06/26/2025	104315	1,070.77
Payroll Clearing A/C	ICMA contributions	457B	06/12/2025	104269	5,099.37
Payroll Clearing A/C	ICMA contributions	457B	06/26/2025	104316	5,099.37
Construction in Progress	BENNETT MARINE UTILITY, LLC.	STERILIZATION - HALLMARK NORTH TANK	06/05/2025	104256	3,885.00
Construction in Progress	MOTT MACDONALD	21-01 DEKOVEN, LINCOLN, NEWLANDS & OAK KNOLL APRIL - MAY 2025	06/26/2025	104306	2,522.30
Construction in Progress	NOLL & TAM ARCHITECTS	20-09 DAIRY LANE REHAB - WORK DONE APRIL 2025	06/19/2025	39559	14,715.00
Construction in Progress	NOLL & TAM ARCHITECTS	24-07 FOLGER PROP EOC - WORK DONE APRIL 2025	06/19/2025	39559	21,333.25
Construction in Progress	NOLL & TAM ARCHITECTS	DAIRY LANE REHAB 20-09 - MAY 2025	06/26/2025	39570	6,185.00
Construction in Progress	NOLL & TAM ARCHITECTS	FOLGER PROPERTY EOC 24-07 - MAY 2025	06/26/2025	39570	21,413.67
Construction in Progress	PAKPOUR CONSULTING GROUP, INC	MAY 2025 - 04-1621-CP - SR101 CROSSING @ PAMF	06/19/2025	104287	5,718.56
Construction in Progress	PAKPOUR CONSULTING GROUP, INC	MAY 2025 - 24-08/24-10 W BELMONT & EXBOURNE TANK COAT	06/19/2025	104287	26,732.81
Construction in Progress	PAKPOUR CONSULTING GROUP, INC	MAY 2025 - 08-1621-CP - DEKOVEN TANK RPLCMNT	06/19/2025	104287	2,097.38
Construction in Progress	PAKPOUR CONSULTING GROUP, INC	MAY 2025 - 20-07 HARBOR WMI	06/19/2025	104287	1,561.88
Construction in Progress	PAKPOUR CONSULTING GROUP, INC	MAY 2025 - 21-01 DEKOVEN, LINCOLN, NEWLANDS, OAK KNOLL WMI	06/19/2025	104287	14,299.69
Accounts Payable	MCDEVITT CONSTRUCTION	Refund Check 014552-000, HYDRANT METER #20265016	06/16/2025	39557	2,106.69
Accounts Payable	O'GRADY PAVING	Refund Check 013358-000, HYDRANT METER #82925798	06/16/2025	39560	2,187.61
Accounts Payable	SHENG MA	Refund Check 002263-000, 2850 BELMONT CANYON RD	06/16/2025	39556	166.45
Accounts Payable	FLAVIA HSIUNG	Refund Check 012294-000, 510 EL CAMINO REAL	06/16/2025	39552	326.82
Accounts Payable	INNOVATIVE CONSTRUCTION SOLUTIONS	Refund Check 014553-000, HYDRANT METER #67195164	06/16/2025	39553	10.00
Accounts Payable	INNOVATIVE CONSTRUCTION SOLUTIONS	Refund Check 014553-000, HYDRANT METER #67195164	06/16/2025	39553	932.98
Accounts Payable	INNOVATIVE CONSTRUCTION SOLUTIONS	Refund Check 014553-000, HYDRANT METER #67195164	06/16/2025	39553	407.47
Accounts Payable	TAJ ALAVI	Refund Check 008635-000, 2007 B NOTRE DAME AVE	06/16/2025	39545	229.21
Accounts Payable	MICHAEL CHAN	Refund Check 000861-001, 1930 BAYVIEW AVE	06/16/2025	39548	154.92
Accounts Payable	TOSHIKAZU TAGAWA	Refund Check 011266-000, 80 RALSTON RANCH RD	06/16/2025	39561	458.72
Accounts Payable	JACKIE CRUZ	Refund Check 013861-000, 1613 MANZANITA AVE	06/16/2025	39550	313.19
Accounts Payable	DEREK LOUIE	Refund Check 013104-000, 2701 CARMELITA AVE	06/16/2025	39555	119.05
Returned Water Charges	DEPOSITED ITEM RETN UNPAID	Returned deposit	06/30/2025	104340	122.00
Returned Water Charges	DEPOSITED ITEM RETN UNPAID	Returned deposit	06/30/2025	104340	83.90
Returned Water Charges	DEPOSITED ITEM RETN UNPAID	Returned deposit	06/30/2025	104340	108.00
Salaries & Wages	ALBERTO MALDONADO	REPLACEMENT PAYROLL CHECKS	05/30/2025	104267	4,712.09
Acwa Health Care	ACWA JPIA	JULY 2025 - EAP	06/19/2025	104272	49.60
Acwa Health Care	ACWA JPIA	JULY 2025 - MEDICAL	06/19/2025	104272	30,929.05
Awca Dental	ACWA JPIA	JULY 2025 - DENTAL	06/19/2025	104272	2,581.44
Acwa Vision	ACWA JPIA	JULY 2025 - VISION	06/19/2025	104272	447.72
Acwa Life/Ad&D	ACWA JPIA	JULY 2025 - LIFE	06/19/2025	104272	680.22
Standard Ldl/Sdl Disability	STANDARD INSURANCE COMPANY	JULY 2025 PREMIUM	06/26/2025	104313	1,842.60
Calpers Retirement - Er 2%@55	CALPERS	CALPERS EE T1	06/12/2025	104271	3,125.78
Calpers Retirement - Er 2%@55	CALPERS	CALPERS ER T2	06/12/2025	104271	4,318.31



1075 Old County Road, Suite A, Belmont  
 Phone: 650.591.8941 Fax: 650.591.8942  
 MidPeninsulaWater.org

Account Name	Vendor Name	Description	Check Date	Check Number	Amount
Calpers Retirement - Er 2%@55	CALPERS	CALPERS EE T2	06/12/2025	104271	4,252.45
Calpers Retirement - Er 2%@55	CALPERS	CALPERS ER T1	06/12/2025	104271	4,785.32
Calpers Retirement - Er 2%@55	CALPERS	CALPERS EE T2	06/26/2025	104319	4,252.45
Calpers Retirement - Er 2%@55	CALPERS	CALPERS EE T1	06/26/2025	104319	3,125.78
Calpers Retirement - Er 2%@55	CALPERS	CALPERS ER T1	06/26/2025	104319	4,785.32
Calpers Retirement - Er 2%@55	CALPERS	CALPERS ER T2	06/26/2025	104319	4,318.31
Retirees' Acwa Health Care	ACWA JPIA	JULY 2025 - RETIREES	06/19/2025	104272	10,362.01
Directors' Acwa Health Care	ACWA JPIA	JULY 2025 - DIRECTORS	06/19/2025	104272	6,869.07
Uniforms	UNIFIRST	WEEKLY UNIFORM RENTAL THRU 05-27-2025	06/05/2025	104265	175.36
Uniforms	UNIFIRST	WEEKLY UNIFORM RENTAL THRU 06-10-2025	06/19/2025	104292	184.36
Uniforms	UNIFIRST	WEEKLY UNIFORM RENTAL THRU 03-03-2025	06/19/2025	104292	187.13
Uniforms	UNIFIRST	2 SAMPLE SHIRTS - BEFORE DELIVERY OF ORDER	06/19/2025	104292	26.49
Uniforms	UNIFIRST	WEEKLY UNIFORM RENTAL THRU 6-24-2025	06/26/2025	104314	184.36
Uniforms	UNIFIRST	WEEKLY UNIFORM RENTAL THRU 6-17-25	06/26/2025	104314	184.36
Sfpuc Treated Water	SAN FRANCISCO WATER DEPT	WATER CONSUMPTION 5-16 THRU 6-13-2025	06/26/2025	104311	616,492.98
Bawasca (Debt Service Surcharge)	SAN FRANCISCO WATER DEPT	BAWSCA BOND SURCHARGE	06/26/2025	104311	35,603.00
Sfpuc Water Service Charge	SAN FRANCISCO WATER DEPT	WATER SERVICE CHARGE	06/26/2025	104311	7,730.00
Water Conservation Program	BAY AREA WATER SUPPLY & CONSERVATION AGEN	LARGE LANDSCAPE AUDIT PROGRAM SUBSCRIPTION FEE	06/19/2025	39547	757.00
WELO	GLOBAL SUN LANDSCAPE	GSL WELO REVIEW - 2620 Ponce Avenue	06/05/2025	39542	87.00
WELO	GLOBAL SUN LANDSCAPE	WELO POST INSTALLATION REPORT - 905 SOUTH ROAD	06/19/2025	39551	1,150.00
School Conservation Program	BAY AREA WATER SUPPLY & CONSERVATION AGEN	EARTHCAPADES ASSEMBLY	06/19/2025	39547	790.00
Public Outreach & Education	SAN MATEO DAILY JOURNAL	AB 2561 PUBLIC NOTICE AD	06/26/2025	39571	720.00
Public Outreach & Education	SAN MATEO DAILY JOURNAL	AB 2561 PUBLIC NOTICE AD	06/26/2025	39571	720.00
Rain Barrels Rebate	DOMINIC COEY	RAIN BARREL REBATE - 824 HOLLY ROAD	06/26/2025	39566	200.00
Water Quality	HACH COMPANY INC	CHEMKEYS FOR SAMPLING	06/05/2025	104259	1,316.52
Storage Tanks	CRESCO	BOOM LIFT RENTAL	06/19/2025	39549	2,674.19
Storage Tanks	CRESCO	TELEHANDLERS CAT RENTAL	06/19/2025	39549	1,650.45
Mains/Distribution	GRANITE ROCK COMPANY	ASPHALT	06/19/2025	104279	768.52
Mains/Distribution	GRANITE ROCK COMPANY	ASPHALT	06/26/2025	104304	418.06
Mains/Distribution	INTERSTATE TRAFFIC CONTROL INC	USA MARKING PAINT	06/19/2025	39554	475.78
Mains/Distribution	UNDERGROUND REPUBLIC WATER WORKS	CLAMP	06/19/2025	104291	782.06
Meters & Service	AQUA-METRIC SALES CO.	REGISTERS	06/05/2025	104255	2,524.73
Meters & Service	AQUA-METRIC SALES CO.	REGISTERS	06/05/2025	104255	3,124.42
Meters & Service	PACE SUPPLY CORP	SCW-80 METER PARTS	06/19/2025	104286	169.35
Meters & Service	UNDERGROUND REPUBLIC WATER WORKS	METER BOX	06/19/2025	104291	1,244.95
Meters & Service	UNDERGROUND REPUBLIC WATER WORKS	METER BOXES	06/19/2025	104291	4,106.31
Employee Safety	JOSHUA WRIGHT ADAMS SAFETY TRAINING	CPR/AED TRAINING - 6-18 & 6-23-2025	06/26/2025	104300	1,600.00
Employee Safety	NORTHERN SAFETY CO. INC.	INSULATED GLOVES & PROTECTION BAG	06/19/2025	104284	163.83
Employee Safety	NORTHERN SAFETY CO. INC.	PIP - SAFETY ELCTRICAL SAFETY GLOVE	06/26/2025	104307	97.66
Buildings & Grounds	AIRGAS, LLC	CYLINDER RENTAL	06/19/2025	104273	309.01
Buildings & Grounds	BAY POINTE LANDSCAPE	DAIRY LANE MONTHLY MAINTENANCE - APRIL 2025	06/26/2025	104301	1,425.00
Buildings & Grounds	BAY POINTE LANDSCAPE	DEKOVEN ANNUAL CLEANUP	06/26/2025	104301	3,450.00
Buildings & Grounds	BAY POINTE LANDSCAPE	West Belmont Tanks - ANNUAL CLEAN UP	06/26/2025	104301	2,725.00
Buildings & Grounds	BAY POINTE LANDSCAPE	EXBOURNE ANNUAL CLEANUP	06/26/2025	104301	3,850.00



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Account Name	Vendor Name	Description	Check Date	Check Number	Amount
Buildings & Grounds	BAY POINTE LANDSCAPE	DAIRY LANE MONTHLY MAINTENANCE - MAY 2025	06/26/2025	104301	1,425.00
Buildings & Grounds	BAY POINTE LANDSCAPE	HALLMARK ANNUAL CLEANUP	06/26/2025	104301	3,050.00
Buildings & Grounds	HOME DEPOT	EXBOURNE TANK - NEW TREES	06/05/2025	104261	57.79
Equipment & Tools	HASSETT HARDWARE	TRUCK 805	06/05/2025	104260	20.85
Equipment & Tools	HOME DEPOT	GRINDER, RIGHT ANGLE DRILLS, PAINT, LOPPERS, TORCH, HOSE, ETC	06/19/2025	104281	1,503.80
Equipment & Tools	HOME DEPOT	DEBURRING TOOL	06/19/2025	104281	17.15
Equipment & Tools	INTERSTATE BATTERY SYSTEM, INC.	BATTERIES	06/19/2025	104282	191.44
Equipment & Tools	FERGUSON ENTERPRISES LLC	TOOL	06/05/2025	104258	231.86
Equipment & Tools	FERGUSON ENTERPRISES LLC	DRILL BITS	06/19/2025	104277	186.39
Equipment & Tools	FERGUSON ENTERPRISES LLC	VALVE KEY	06/19/2025	104277	459.37
Equipment & Tools	FERGUSON ENTERPRISES LLC	CUTTERS	06/19/2025	104277	778.23
Equipment & Tools	TOOLAND, INC.	TORQUE WRENCH	06/19/2025	39562	175.00
Vehicle & Large Equip	EAST BAY TIRE CO.	TIRES	06/26/2025	39567	595.93
Vehicle & Large Equip	NAPA AUTO PARTS	MASS AIR SENSOR CLEANER, DIESEL EXHAUST CLEANER	06/19/2025	39558	131.77
Vehicle & Large Equip	OREILLY AUTO PARTS, INC.	AC BELT, OIL	06/26/2025	104308	37.00
Fuel	VALLEY OIL COMPANY	FUEL	06/19/2025	104293	4,179.11
Transmission Main Condition Assessment	PAKPOUR CONSULTING GROUP, INC	MAY 2025 - 20-05 TRANS MAIN ASSESSMENT	06/19/2025	104287	564.38
Office Supplies	OFFICE DEPOT, INC.	OFFICE SUPPLIES	06/05/2025	104262	345.35
Office Supplies	OFFICE DEPOT, INC.	OFFICE SUPPLIES	06/19/2025	104285	130.69
Office Supplies	OFFICE DEPOT, INC.	JONATHAN - ZONE 8 MESSAGING	06/19/2025	104285	63.36
Office Supplies	OFFICE DEPOT, INC.	OFFICE SUPPLIES	06/19/2025	104285	94.17
Postage	JOHN T. DAVIDSON OR DBA JRocket77 DESIGN & MKTG	POSTAGE & MAILING - WATERLINE NEWSLETTER	06/19/2025	104275	5,806.57
Equipment Services/Maintenance	KBA DOCUMENT SOLUTIONS, LLC	KYOCERA MAINTENANCE AGREEMENT 5-21 THRU 6-20-2025	06/26/2025	104305	18.35
Equipment Services/Maintenance	PITNEY BOWES INC	2ND QUARTER METER RENTAL	06/26/2025	104309	171.41
Computer Supplies & Upgrades	OFFICE DEPOT, INC.	COMPUTER BAG - CHRIS MICHAELIS	06/19/2025	104285	41.96
Website Hosting Services	LIFTOFF DIGITAL	WEB HOSTING & UPDATE SERVICES JUNE 2025	06/19/2025	104283	915.00
Customer Credit Card Svs Fees	SPRINGBROOK NATIONAL USER GROUP	CIVIC PAY/MUNICIPAL PYMTS - MAY 2025	06/26/2025	104312	4,730.60
Customer Credit Card Svs Fees	Bankcard Mtot Disc	BLUEFIN CIVIC PAY	06/30/2025	104342	501.33
Customer Credit Card Svs Fees	Bankcard Mtot Disc	BLUEFIN MUNICIPAL PAYMENTS	06/30/2025	104342	22.82
Customer Credit Card Svs Fees	Client Analysis Svs Charge	WELLS FARGO CLIENT SERVICE	06/30/2025	104339	3,775.42
Customer Credit Card Svs Fees	TTECH ACH BILLING	ACH Payments	06/30/2025	104341	2,920.76
PROPERTY LEASE	SWEDCOM CORPORATION	1075 OLD COUNTY ROAD, STE A - JULY 2025	06/19/2025	104290	12,238.00
BAWSCA Water Management Charge	SAN FRANCISCO WATER DEPT	BAWSCA WATER MANAGEMENT CHARGE	06/26/2025	104311	2,785.00
Software Licenses	GRANICUS	BOARD AGENDA SOFTWARE 04-09-2025 THRU 04-08-2026	06/19/2025	104278	8,431.60
Utilities - Internet/Cable	ACC BUSINESS	INTERNET - OCR	06/19/2025	39544	175.00
Utilities - Internet/Cable	AT&T	DAIRY LANE ANALOG LINE	06/05/2025	39540	31.59
Utilities - Internet/Cable	AT&T	DAIRY LANE ANALOG LINE	06/19/2025	39546	63.32
Utilities - Internet/Cable	AT&T	DAIRY LANE ANALOG LINE	06/19/2025	39546	31.58
Utilities - Internet/Cable	AT&T	DAIRY LANE ANALOG LINE	06/19/2025	39546	80.85
Utilities - Internet/Cable	AT&T	DAIRY LANE ANALOG LINE	06/19/2025	39546	31.58
Utilities - Internet/Cable	AT&T	SCADA ANALOG PHONE LINE	06/26/2025	39564	804.13
Utilities - Internet/Cable	AT&T	DAIRY LANE ANALOG	06/26/2025	39564	31.58
Utilities - Internet/Cable	AT&T	DAIRY LANE ANALOG LINE	06/26/2025	39564	31.58
Utilities - Internet/Cable	COMCAST	INTERNET - VARIOUS TANK SITES	06/05/2025	39541	1,084.27



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Account Name	Vendor Name	Description	Check Date	Check Number	Amount
Utilities - Internet/Cable	COMCAST BUSINESS	BUSINESS VOICE EDGE SERVICES	06/26/2025	104302	833.35
Utilities - Internet/Cable	COMCAST BUSINESS	DAIRY LANE FIBER/ETHERNET	06/26/2025	104302	1,099.52
Utilities - Internet/Cable	T-MOBILE	AMI REPEATER CELLULAR	06/05/2025	104264	31.40
Utilities - Cell Telephone	VERIZON WIRELESS	CELL PHONES & DEVICES 4-16 THRU 5-4-2025	06/05/2025	104266	1,044.46
Utilities - Electric - Pumping	PG&E	BUCKLAND PUMP STATION	06/19/2025	104288	668.24
Utilities - Electric - Pumping	PG&E	HANNIBAL PUMP STATION	06/19/2025	104288	8,879.66
Utilities - Electric - Pumping	PG&E	W. BELMONT PUMP STATION	06/19/2025	104288	612.37
Utilities - Electric - Pumping	PG&E	HALLMARK PUMP STATION	06/19/2025	104288	133.45
Utilities - Electric - Pumping	PG&E	DEKOVEN PUMP STATION	06/19/2025	104288	793.15
Utilities - Electric-Bldgs&Grnd	PG&E	DAIRY LANE GAS	06/05/2025	104263	8.11
Utilities - Electric-Bldgs&Grnd	PG&E	1075 OCR, STE A	06/19/2025	104288	892.52
Prof Serv - District Counsel	HANSON, BRIDGETT	DISTRICT COUNSEL SVCS MAY 2025 - ADMINISTRATION	06/19/2025	104280	12,114.00
Prof Serv - District Counsel	HANSON, BRIDGETT	DISTRICT COUNSEL SVCS MAY 2025 - MONTHLY RETAINER	06/19/2025	104280	1,300.00
Prof Serv - District Counsel	HANSON, BRIDGETT	DISTRICT COUNSEL SVCS MAY 2025 - REAL PROPERTY	06/19/2025	104280	1,741.00
Prof Serv - District Counsel	HANSON, BRIDGETT	DISTRICT COUNSEL SVCS MAY 2025 - LABOR - GENERAL	06/19/2025	104280	717.00
Prof Serv - District Counsel	HANSON, BRIDGETT	DISTRICT COUNSEL SVCS MAY 2025 - FINANCIAL MATTERS	06/19/2025	104280	249.00
Prof Serv - District Counsel	HANSON, BRIDGETT	DISTRICT COUNSEL SVCS MAY 2025 - CONTRACTS	06/19/2025	104280	1,931.50
Prof Serv - District Engineer	PAKPOUR CONSULTING GROUP, INC	MAY 2025 - DEVELOPMENT REVIEW	06/19/2025	104287	3,612.00
Prof Serv - District Engineer	PAKPOUR CONSULTING GROUP, INC	MAY 2025 - UPDATE STNDS & SPECS	06/19/2025	104287	3,219.56
Prof Serv - District Engineer	PAKPOUR CONSULTING GROUP, INC	MAY 2025 - RETAINER	06/19/2025	104287	1,000.00
Prof Serv - District Engineer	PAKPOUR CONSULTING GROUP, INC	MAY 2025 - DISTRIBUTION SYSTEM ANALYSIS	06/19/2025	104287	2,092.13
Prof Serv - District Engineer	PAKPOUR CONSULTING GROUP, INC	MAY 2025 - MISC PROJECTS	06/19/2025	104287	2,908.50
Prof Serv - It	STEPFORD BUSINESS, INC.	IT ON-CALL SERVICES - MAY 2025	06/19/2025	104289	1,137.50
Prof Serv - Annual Financeaudit	C.J. BROWN & COMPANY	AUDITOR SERVICES & EXPENSES - MAY 2025	06/19/2025	104274	705.00
Prof Serv - Accting & Payroll	ADP Payroll Fees	ADP COMPREHENSIVE SVCS	06/26/2025	104318	1,930.25
Prof Serv - Accting & Payroll	ADP Payroll Fees	ADP TIME AND ATTENDANCE	06/26/2025	104318	172.05
Prof Serv - Customer Billing	DOCUMENT FULFILLMENT SERVICES	JUNE 2025 REMINDER NOTICES - POSTAGE	06/26/2025	104303	185.70
Prof Serv - Customer Billing	DOCUMENT FULFILLMENT SERVICES	POSTAGE - MAY 2025 WATER BILLS	06/26/2025	104303	2,995.63
Prof Serv - Customer Billing	RAY MORGAN COMPANY	MAY 2025 WATER BILLS	06/26/2025	104310	1,925.00
Prof Serv - Customer Billing	RAY MORGAN COMPANY	JUNE 2025 REMINDER NOTICES	06/26/2025	104310	279.63
Prof Serv - Recruiting	CITY OF FOSTER CITY	CALOPPS JOB POSTING - OPS MGR	06/26/2025	39565	582.00
Prof Serv - Recruiting	CITY OF FOSTER CITY	CALOPPS JOB POSTING - ADMIN ASST	06/26/2025	39565	582.00
Prof Serv - Miscellaneous	VOLER STRATEGIC ADVISORS, INC.	STATE FUNDING SUPPORT - JUNE 2025	06/19/2025	39563	4,100.00
Prof Serv - District Treasurer	EIDE BAILLY LLP	DISTRICT TREASURER - MARCH THRU MAY 2025	06/19/2025	104276	19,005.25
Marketing & Outreach Coordination	JOHN T. DAVIDSON OR DBA JRocket77 DESIGN & MKTG	July 1, 2025 RATE INCREASE POSTCARD MAILING	06/05/2025	104257	4,831.69
Marketing & Outreach Coordination	JOHN T. DAVIDSON OR DBA JRocket77 DESIGN & MKTG	DESIGN, MARKETING & WEBSITE SERVICES - JUNE 2025	06/19/2025	104275	4,800.00
Marketing & Outreach Coordination	JOHN T. DAVIDSON OR DBA JRocket77 DESIGN & MKTG	PRINTING - WATERLINE NEWSLETTER	06/19/2025	104275	5,639.00



## **AGENDA ITEM NO.5.D.**

DATE: July 24, 2025  
TO: Board of Directors  
FROM: Kat Wuelfing, General Manager  
Alison Bell, Administrative Services Manager

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**SUBJECT: APPROVE UPDATED SALARY SCHEDULE, WHICH INCLUDES A 2.15% LIVING WAGE ADJUSTMENT TO SALARY RANGES EFFECTIVE AUGUST 2, 2025, CONSISTENT WITH THE MPWDEA LETTER AGREEMENT DATED MARCH 15, 2023**

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### **RECOMMENDATION**

Approve the salary schedule for fiscal year 2025-2026.

### **FISCAL IMPACT**

The change in salary ranges do not directly (i.e., immediately) affect any employees. With the salary range adjustments all employees will still remain within their respective salary ranges.

### **BACKGROUND**

The Board ratified the March 23, 2023, letter agreement between the MPWD and the MPWD Employees Association at its March 23, 2023, regular meeting. Section 3 of that letter agreement provided as follows:

*Annual Classification Salary Range Adjustments: Annual living wage adjustments to salary ranges for all employee classifications equal to the San Francisco/Oakland/San Jose CPI for Urban Wage Earners, U.S. Department of Labor Statistics/Western Office. The measurement period will be the preceding fiscal year (July 1 through June 30) and be considered each year and approved by the Board of Directors, effective the first full payroll period after August 1 in 2023, August 1, 2024, August 1, 2025, and August 1, 2026.*

### **DISCUSSION**

An updated Salary Schedule reflecting the proposed adjustments for all employee position salary ranges is provided as an attachment.

The San Francisco-Oakland-San Jose CPI for Urban Wage Earners, U.S. Department of Labor, Bureau of Labor Statistics/Western Office, for the preceding 12-month fiscal year (July 1, 2024, through June 30, 2025) was 2.15% (see attached table). It was calculated by averaging the 2024 HALF2 (July through December) and the 2025 HALF1 (January through June) from the BLS table.

It is noted that also per the March 23, 2023 letter agreement, “automatic annual salary adjustments for all employees” of 2.5% will occur on the first full payroll period after August 1 through August 1, 2026. As this was already approved and ratified by the Board, it does not require Board action at this time, and will be implemented.



Therefore, per the letter agreement, the Board should consider applying and approving 2.15% increase to the salary ranges for all represented employee classifications, effective August 2, 2025 (i.e., the beginning of the first full payroll period after August 1, 2025).

It is further recommended that the Board consider applying and approving a 2.15% living wage adjustment to the salary ranges for MPWD's unrepresented Management Exempt personnel classifications.

The General Manager's salary is shown as actual current salary plus the 2.5% "automatic annual salary adjustment for all employees" per the March 23, 2023, letter agreement.

Attachments: Updated Salary Schedule, dated July 24, 2025  
CPI for San Francisco-Oakland-San Jose Urban Wage Earners, U.S. Department of Labor/BLS

**SALARY SCHEDULE**  
**EFFECTIVE August 2, 2025, AT 12:01AM**

CLASSIFICATION	ANNUAL SALARY RANGE
<b>Non-Exempt</b>	
ADMINISTRATIVE ASSISTANT	\$75,052 - \$98,229/Year
MAINTENANCE TECHNICIAN	\$75,052 - \$98,229/Year
ADMINISTRATIVE SPECIALIST	\$91,607 - \$121,407/Year
PAYROLL SPECIALIST	\$91,607 - \$121,407/Year
ACCOUNTING SPECIALIST	\$91,607 - \$121,407/Year
WATER SYSTEM OPERATOR	\$91,607 - \$121,407/Year
LEAD OPERATOR	\$104,852 - \$136,859/Year
MANAGEMENT ANALYST	\$104,852 - \$136,859/Year
OPERATIONS PROJECT COORDINATOR	\$114,785 - \$150,103/Year
WATER RESOURCES COORDINATOR	\$114,785 - \$150,103/Year
ADMINISTRATIVE SUPERVISOR	\$116,992 - \$153,414/Year
OPERATIONS SUPERVISOR	\$133,548 - \$174,385/Year
<b>Exempt</b>	
SUPERINTENDENT	\$156,841 - \$205,552/Year
ADMINISTRATIVE SERVICES MANAGER	\$162,244 - \$211,910/Year
OPERATIONS MANAGER	\$162,244 - \$211,910/Year
MANAGEMENT ADVISOR	\$199,193 - \$216,558/Year
GENERAL MANAGER	\$247,922/Year



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## BLS Data Viewer

[Permalink](#)

Time Period: Start Year:  End Year:

### Net Monthly Changes:

- ☐ 1-Month Net Change ☐ 3-Month Net Change  
☐ 6-Month Net Change ☐ 12-Month Net Change

### Percent Monthly Changes:

- ☐ 1-Month % Change ☐ 3-Month % Change  
☐ 6-Month % Change ☒ 12-Month % Change

[Update](#)

Data extracted on: Jul 15, 2025 (7:19:56 PM)

### Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W)

**Series Title** : All items in San Francisco-Oakland-Hayward, CA, urban wage earners and clerical workers, not seasonally adjusted  
**Series ID** : CWUSS49BSA0  
**Seasonality** : Not Seasonally Adjusted  
**Survey Name** : [Consumer Price Index for Urban Wage Earners and Clerical Workers \(CPI-W\)](#)  
**Measure Data Type** : All items  
**Area** : San Francisco-Oakland-Hayward, CA  
**Item** : All items

### Latest Observation:

1st Half 2025

**350.453**

### Half1 2015 - Half1 2025

Minimum Value: 1st Half 2015  
**252.041**

Maximum Value: 1st Half 2025  
**350.453**

### Data Availability:

1984 - 2025

[.XLSX](#)

[.CSV](#)

Year	Period	Label	Value	12-Month % Change
2023	S01	2023 Half1	332.718	3.8
2023	S02	2023 Half2	336.605	2.8
2024	S01	2024 Half1	343.520	3.2
2024	S02	2024 Half2	344.253	2.3
2025	S01	2025 Half1	350.453	2.0

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	HALF1	HALF2
2015		1.9		2.0		1.9		2.5		2.2		3.2	2	2.5
2016		2.9		2.6		2.5		2.4		3.1		3.0	2.6	2.8
2017		3.3		3.7		3.3		2.9		2.7		3.1	3.4	2.9
2018		3.8		3.4		4.0		4.3		4.4		4.4	3.6	4.3
2019		3.3		3.7		3.0		2.5		3.0		2.2	3.5	2.7
2020		2.5		0.7		1.3		1.6		0.9		2.2	1.6	1.4
2021		1.8		4.1		4.3		4.9		5.2		5.5	3.1	5.1
2022		6.5		6.5		7.6		6.0		6.4		4.6	6.7	6
2023		4.9		3.6		2.3		3.3		2.5		2.8	3.8	2.8
2024		2.9		4.0		3.0		2.4		2.3		2.1	3.2	2.3
2025		2.7		1.6		1.9							2	

Data obtained July 15, 2025 from:

<https://data.bls.gov/dataViewer/view/timeseries/CWURS49BSA0>

<https://data.bls.gov/dataViewer/view/timeseries/CWUSS49BSA0>



## ***AGENDA ITEM NO. 5.E.***

TO: Board of Directors  
FROM: James W Ramsey, CPA, District Treasurer  
DATE: July 24, 2025

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**SUBJECT: RECEIVE REPORT ON ESCHEATMENT**

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### **RECOMMENDATION**

Receive report.

### **FISCAL IMPACT**

The District is escheating unclaimed outstanding checks greater than one year old and less than \$15 in value immediately. This amounts to \$127.85 that will be returned to District reserves.

The District will provide notice for checks greater than 3 years old and greater than \$15. Depending on whether any of these checks are claimed, after the publication period, up to \$3,457.38 will be returned to District reserves.

### **BACKGROUND**

On January 23, 2025 the Board adopted a policy for Escheatment of Unclaimed Money, and incorporated it into the District's Financial Management Policy as Section 5.12. Prior to this, the District had no policy on escheatment. The policy provides the procedures for escheating unclaimed money, and includes reporting the amounts out to the Board.

### **DISCUSSION**

In line with the District's escheatment policy adopted January 23, 2025, management has escheated the following checks. These amounts are all less than \$15.00 and have been

outstanding for greater than one (1) year. This meets the requirements for the District to escheat without noticing in the newspaper.

**< \$15.00 & > 1 year old - no publication of notice required**

Check #	Vendor #	Vendor Name	Check Issue Date	Amount
36853	UB*00573	BELL CHRISTIAN	05/24/2021	6.33
36866	UB*00565	LANGSDALE KELSEY	05/24/2021	10.74
36998	UB*00600	MAINNA ESCALADA PAULO &	07/21/2021	6.75
37317	UB*00637	HANLIN ACADEMY	11/10/2021	11.60
37660	UB*00669	QIAN ZHENGHAO	03/30/2022	7.01
37677	UB*00677	YOSHIMURA WATARU	03/30/2022	12.87
37942	UB*00701	ANDREY KUNOV	07/13/2022	4.68
38413	UB*00748	JARED MOORE	02/16/2023	14.93
38423	UB*00746	HEMAMBUJAM SRINIVASAN	02/16/2023	5.45
1308	UB*00788	MARY JO CORDERO	11/16/2023	11.96
1316	UB*00772	ROBERT GENTER	11/16/2023	14.53
39025	UB*00797	CAL ART & ENGRAVING	02/23/2024	10.00
39026	UB*00806	CAL ART & ENGRAVING	02/23/2024	11.00
Total escheatment				<u><u>127.85</u></u>

The District is publishing a listing of checks greater than \$15.00 and over three (3) years old in the local newspaper and has sent one (1) letter for items greater than \$1,000 and over (3) years old. These items will be available to be escheated no earlier than 45 days from the first publication in the local newspaper.

**> \$15.00 & > 3 years old - letter & publication**

Check #	Vendor #	Vendor Name	Check Issue Date	Amount
36988	UB*00589	FISCHER-GILSON ROBERTO	07/21/2021	\$ 166.06
37012	UB*00585	SHAW PHIL	07/21/2021	\$ 148.26
37023	UB*00603	VIVIJAX, LLC	07/21/2021	\$ 62.53
37024	UB*00582	WELCH ROCA	07/21/2021	\$ 57.10
37231	UB*00620	O'NELL RYAN	10/15/2021	\$ 148.84
37310	UB*00642	CORCORAN JOHN	11/10/2021	\$ 15.67
37319	UB*00639	HENKELS & MCCOY	11/10/2021	\$ 2,576.20
37634	UB*00666	CANTELE MATTHEW	03/30/2022	\$ 19.20
37638	UB*00675	CLYDE ORANGE	03/30/2022	\$ 21.60
37640	UB*00653	CONMAR PROPERTIES	03/30/2022	\$ 82.12
37657	UB*00667	PHAN CHARLENE	03/30/2022	\$ 19.47
37658	UB*00660	PIOMBI LEONOR	03/30/2022	\$ 28.00
37667	UB*00658	SUH PATRICIA	03/30/2022	\$ 23.13
37993	MARUYAM	JENNIE MARUYAMA	07/27/2022	\$ 89.20
				<u><u>3,457.38</u></u>

Additionally, the District has set up a webpage to post checks that are greater than \$15 in value, and one to three years old, and have never been cashed, and have not yet been transferred back to the District, along with a claim form that one can submit to the District.

Attachments

None



### ***AGENDA ITEM NO. 7.A.***

DATE: July 24, 2025

TO: Board of Directors

FROM: Rene A. Ramirez, Operations Manager  
Kat Wuelfing, General Manager

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**SUBJECT: CONSIDER RESOLUTION 2025-23 AUTHORIZING TASK ORDER 25-15 WITH DISTRICT ENGINEER, PAKPOUR CONSULTING GROUP, INC., FOR CAPITAL PROJECT SUPPORT SERVICES FOR DEKOVEN TANKS REPLACEMENT PROJECT (CIP 08-1621-CP) IN THE AMOUNT OF \$239,675.**

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**RECOMMENDATION:**

Approve Resolution 2025-23.

**FISCAL IMPACT:**

The Dekoven Tanks Replacement project (District CIP 08-1621-CP) is ready to start again with the Board's recent action to issue the 2025 Certificates of Participation (COP). Staff recommends the Board authorize support services described in Task Order 25-15 from District Engineer, Pakpour Consulting Group, Inc. (PCG), in the amount of \$239,675.

Previous PCG support services during the initial effort to prepare plans and specifications for bidding this project cost \$337,352. The Board may recall that during COVID-19, this project was designed and put out to bid. Only two bids were received, and they both substantially exceeded the engineer's estimate, and the Board rejected the bids based on staff's recommendation in July 2021.

The funding to pay for the work described in Task Order 25-15 will come from the 2025 COP, and the project was included in the recently adopted FY 2025/2026 Capital Budget.

**BACKGROUND:**

The District Engineer's contract defines any engineering or construction management support greater than \$100,000 as Major Improvement Projects and requires submittal of a proposal. PCG's proposal titled, "2025 Design Update – Proposal Dekoven Tanks Replacement (CIP 15-89)" is provided as an attachment.



The Dekoven Tanks are the oldest remaining water storage tanks in the system circa 1952. They serve the Zone 3 region with respective storage capacities of 720,000 and 1,000,000 gallons and each are 48 foot tall. A structural analysis was initiated in 2016, which found the tanks to be seismically deficient when compared to the current code. The District decided it was better to replace the tanks. Plans and specifications led to a bid, which was opened in July 2021. Only two bids were received, and they both exceeded the engineer's estimate significantly. Staff recommended rejection of the bids. The Board concurred, took action to reject the bids, and directed staff to investigate other construction methods to replace the two tanks. The result of the investigation led back to constructing the tanks in steel, but by that time the 2016 COP funding had been reallocated, and any future replacement of the Dekoven tanks would require a new funding source.

With the issue of the 2025 COPs, there is now a funding source and it is now time to bring forth a capital project to replace the two tanks at the Dekoven Avenue site.

### **DISCUSSION:**

The PCG proposal aims to provide engineering support services during the restart of the Dekoven Tanks Replacement capital project. The Board will recall a recent action at the Board's May 2025 in which ZFA Structural Engineers (ZFA) was contracted to provide structural engineering services for two new welded steel tanks foundations and catwalk, chemical feed building foundation, and pump station and hydro-pneumatic tank seismic evaluations. This recommended action is the other half, the civil engineering work efforts, necessary to complete the replacement tanks design and prepare a bid package.

PCG, and sub-consultants for a geotechnical report and an electrical engineer, will update the civil engineering and electrical design elements in combination with ZFA's structural efforts to develop a set of plans and specifications with the most current seismic and building codes accessible that can be bid. The goal is to complete the engineering work in 2025 and be in a position to bid for the project in early 2026. More specifically, the scope includes:

- (1) meetings, field investigations and project management;
- (2) an update to the geotechnical report using seismic design parameters in accordance with ASCE 7-22;
- (3) a complete electrical design to take into account a new chemical feed system for disinfection, other electrical loads, and an upgraded electrical service for the site;
- (4) incorporate any structural engineering design updates and produce draft bid documents including engineer's opinion of probable cost;
- (5) prepare final bid documents and set up for bid advertising; and
- (6) administer the project's advertisement and award.

PCG's proposed cost, which includes their sub-consultants, totals \$239,675. Staff are recommending Task Order 25-15 be issued.

Attachments:

- Resolution 2025-23
- Exh. A: 2025 Design Update – Proposal Dekoven Tanks Replacement
- Task Order 25-15

## **RESOLUTION NO. 2025-23**

**AUTHORIZING TASK ORDER 25-15 WITH PAKPOUR CONSULTING GROUP, INC., FOR CAPITAL PROJECT SUPPORT SERVICES FOR DEKOVEN TANKS REPLACEMENT PROJECT (CIP 08-1621-CP) IN THE AMOUNT OF \$239,675.**

\* \* \*

### **MID-PENINSULA WATER DISTRICT**

**WHEREAS**, the District entered into a master professional services contract with Pakpour Consulting Group on June 25, 2015 to provide District Engineer services for the planning, design, construction, management and operation of the District water system (Contract); and

**WHEREAS**, Pakpour Consulting Group (District Engineer) proposes to provide capital project support services for the Dekoven Tanks Replacement Project also known as capital project 08-1621-CP. Their scope of work will include such tasks as: (1) meetings, field investigations and project management; (2) an update to the geotechnical report using seismic design parameters in accordance with ASCE 7-22; (3) a complete electrical design to take into account a new chemical feed system for disinfection, other electrical loads, and an upgraded electrical service for the site; (4) incorporate any structural engineering design updates and produce draft bid documents including engineer's opinion of probable cost; (5) prepare final bid documents and set up for bid advertising; and (6) administer the project's advertisement and award; and

**WHEREAS**, the District Engineer proposes to provide project support services as described in their letter of proposal dated June 19, 2025 (Exhibit A).

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Mid-Peninsula Water District hereby: Authorizes the General Manager to sign Task Order No. 25-15 with the

District Engineer to provide construction management services described in Exhibit A for \$239,675.

**REGULARLY PASSED AND ADOPTED** this 24th day of July 2025.

AYES:

NOES:

ABSTENTIONS:

ABSENCES:

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BOARD PRESIDENT

ATTEST:

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DISTRICT SECRETARY



June 19, 2025

**10012.13**

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

**Subject: 2025 Design Update - Proposal  
Dekoven Tanks Replacement (CIP 15-89)  
Mid-Peninsula Water District**

Dear Kat,

At the District's request, Pakpour Consulting Group (PCG) is pleased to provide the following proposal to update the Dekoven Tanks Replacement (CIP 15-89) plans, specifications, and cost estimate to rebid the project in 2026. The District completed the original design in 2021 and after receiving unusually high bids, the District Board elected to reject the bids and directed staff to investigate alternative materials for the tank's replacement project, such as concrete and bolted steel. A detailed analysis of cost and project site limitations indicated welded steel was the right material for this project.

Our scope includes work to update the civil and electrical design and will be combined with an updated structural design based on the most updated seismic codes available. The District contracted directly with ZFA Structural Engineers for the structural engineering update/design. PCG will team with the following subconsultants to complete this project:

- Electrical Engineer: TJC & Associates
- Geotechnical Engineer: Haley & Aldrich (HA)
- Peer Review: To be determined

### **Project Background**

#### **CIP 15-89 – Dekoven Tanks Replacement**

The Dekoven Tanks, constructed in 1952, are a critical element of the Zone 3 water distribution system. The existing tanks are 52 and 60 feet in diameter, approximately 48 feet tall and have capacities of 720,000 gallons and 1,000,000 gallons respectively. The tanks are currently operating between 17 feet (pump on) to 30 feet (pump off) and the overflow is located at 47 feet. A recent structural analysis determined the maximum capacity level (MCL) in the tanks should be reduced to 22 feet (from the current 30 feet) to withstand seismic events. However, the District would lose more than half of the tanks capacity and operation

staff indicated this may not be feasible during high summer demands. The coatings on each tank are also failing increasing the urgency to rehabilitate or replace the tanks.

Given the seismic vulnerability and the coating failures, the District explored 3 options for rehabilitation / replacement including a) only recoating the tanks and reducing the MCL to 22 feet, b) seismic retrofits to each tank, and c) demolish and rebuild two 800,000 gallon tanks. After a cost analysis of each option and viewing potential construction difficulties, the District determined replacement of the tanks was the best option.

### **Scope of Work**

#### **Task 1.0 – Meetings/Field Investigations/Project Management**

PCG will conduct up to three (3) meetings and up to three (3) field investigations with District staff and/or subconsultants during the design phase. This task also includes various project management tasks throughout the project.

*Deliverables: Meeting Notes as necessary.*

#### **Task 2.0 – Geotechnical Report Supplemental Update**

Cal Engineering & Geology, Inc. (CE&G), a Division of Haley & Aldrich, Inc. (HA) previously prepared a geotechnical design report dated June 24, 2020, for the Dekoven Tanks Replacement. The report provided seismic design parameters based on ASCE 7-10 and the 2016 CBC, which was in accordance with the current CBC at that time. Since the project initiation was delayed and is now planned for permitting under the 2025 CBC, an update is needed to reflect current code requirements.

PCG's subconsultant, Haley & Aldrich will update the seismic design parameters for the project site in accordance with ASCE 7-22. The updated parameters will be compared with those in the 2020 report to evaluate whether the original geotechnical recommendations remain valid.

Haley & Aldrich will prepare a supplemental letter summarizing the updated seismic parameters, any changes to the original geotechnical recommendations (if applicable), and confirmation of the continued suitability of the site for the proposed improvement.

*Deliverables: Geotechnical Report Supplemental Letter*

#### **Task 3.0 – 60% Electrical Plans, EOPC**

During a recent Dekoven Tanks site visit with our electrical engineer, TJC & Associates (TJC), it became apparent a full electrical design was needed to accommodate the new chemical disinfection system among other electrical loads such as tank fans and instrumentation. The design will include an upgraded electrical service for the site, new service switchboard/meter-main distribution panelboard. A more detailed list of TJC's scope and assumptions can be found attached to this proposal. The 60% design submittal will only pertain to the electrical engineering plans given most of the design has already been completed for the other disciplines.

PCG will prepare the 60% plans (22x34 sheets in AutoCAD Civil 3D) and Estimate of Probable Costs (EOPC) and submit for District review and comment. PCG will participate in the review process.

*Deliverables: 60% Electrical Plans, EOPC*

#### **Task 4.0 – 85% Plans, Specifications, EOPC**

PCG will carry the 60% submittal to 85% completion by adding details, additional information, and addressing District comments. PCG will also incorporate any design updates from the structural engineer of record (ZFA). The specifications will be incorporated into the District's "boilerplate" to produce draft bid documents. Bid quantities will be estimated for each item of work and cost estimate refined. PCG will submit the 85% design for review and participate in the review process.

*Deliverables: 85% Plans, Specifications, EOPC*

#### **Task 5.0 – Final Bid Documents**

Upon receiving 85% review comments, PCG will review each comment and address accordingly. PCG will make appropriate modifications to the bid documents to finalize and set the project up for advertising.

*Deliverables: Final Bid Documents*

#### **Task 6.0 – Advertisement/Award Period**

PCG will administer the advertisement and award process on the District's behalf and will include written responses to bidder inquiries, preparation of contract addenda, and attend/lead the pre-bid conference and site visit.

*Deliverables: Bidder Inquiry Responses, Addendums*

#### **Proposed Schedule**

PCG will provide a schedule once the seismic re-evaluation is complete as it will dictate the remaining design schedule. PCG anticipates design completion in 2025 with intentions to bid the project in early 2026.

June 19, 2025 – Page 4

Wuelfing – Dekoven Tanks Replacement 2025 Design Update - Proposal

**Proposed Budget**

Task	Description	District Engineer \$270	Senior Engineer \$235	Assistant Engineer \$165	TOTAL
		Hours			
1.0	Meetings/Field Investigations/PM	10	80	40	130
2.0	Geotechnical Report Supplemental Update	0	10	0	10
3.0	60% Electrical Plans, EOPC	10	40	10	60
4.0	85% Plans, Specifications, EOPC	10	160	40	210
5.0	Final Bid Documents	10	80	20	110
6.0	Advertisement / Award Period	0	40	20	60
Total Hours		40	410	130	580
Direct Labor		<b>\$10,800</b>	<b>\$96,350</b>	<b>\$21,450</b>	<b>\$128,600</b>


TJC & Associates - Electrical Engineer	<b>\$82,060</b>
Haley & Aldrich - Geotechnical Engineer	<b>\$2,585</b>
Peer Review - Estimate	<b>\$20,000</b>
5% Direct Expense Fee (Mileage, Copies, Plots, Etc.)	<b>\$6,430</b>

<b>Total Budget</b>	<b>\$239,675</b>
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Should you have any questions regarding this proposal, please do not hesitate to contact me at (925) 224-7717. We look forward to working with the District on this project.

Very truly yours,

**Pakpour Consulting Group, Inc.**

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

Enclosures: CIP 15-89 Exhibit  
 TJC Proposal  
 HA Proposal

cc: Rene Ramirez, Operations Manager, MPWD, [r Ramirez@midpeninsulawater.org](mailto:r Ramirez@midpeninsulawater.org)  
 Mike Anderson, Superintendent, MPWD, [MikeA@midpeninsulawater.org](mailto:MikeA@midpeninsulawater.org)  
 Brandon Laurie, Senior Engineer, PCG, [blaurie@pcgenr.com](mailto:blaurie@pcgenr.com)

J:\Projects\MPWD - 10012.00\13 - Dekoven Tanks Improvements\Contract\Agency\13-MPWD-Wuelfing-25.06.19-Dekoven Tanks Replacement 2025 Design Update-Proposal.docx



**EXISTING PIPE INFORMATION**  
**Size:** N/A  
**Type:** N/A  
**Year Installed:** N/A  
**Static Pressure Range (psi):** N/A



**\*This project is currently under design. Construction costs are updated to reflect 2024 costs based on recent bid tabulations.**

**DEKOVEN TANKS REPLACEMENT**

**PROJECT BACKGROUND**

The Dekoven Tanks, constructed in 1952, are a critical element of the Zone 3 water distribution system. The existing tanks are 52 and 60 feet in diameter, approximately 48 feet tall and have capacities of 720,000 gallons and 1,000,000 gallons respectively. The tanks are currently operating between 17 feet (pump on) to 30 feet (pump off) and the overflow is located at 47 feet. A recent structural analysis determined the maximum capacity level (MCL) in the tanks should be reduced to 22 feet (from the current 30 feet) to withstand seismic events. However, the District would lose more than half of the tanks capacity and operation staff indicated this may not be feasible during high summer demands. The coatings on each tank are also failing increasing the urgency to rehabilitate or replace the tanks.

Given the seismic vulnerability and the coating failures, the District explored 3 options for rehabilitation / replacement including a) only recoating the tanks and reducing the MCL to 22 feet, b) seismic retrofits to each tank, and c) demolish and rebuild two 800,000 gallon tanks. After a cost analysis of each option and viewing potential construction difficulties, the District determined replacement of the tanks was the best option.

**PROPOSED IMPROVEMENTS**

Replace the existing 1.0 MG and 0.7 MG tanks with two 0.8 MG tanks.

**PROJECT BENEFITS**

The Dekoven Tanks Replacement project replaces seismically unsound water tanks with new tanks capable of withstanding seismic events while maintaining existing operating levels.

**PROJECT BUDGET (2024)**

Tank Replacement	\$ 3,500,000
PAX Mixing System/Building	\$ 850,000
Site Improvements	\$ 1,650,000
Subtotal Construction	\$ 6,000,000
Planning, Design & Construction Support	\$ 300,000
Construction Inspection	\$ 600,000
Contingency (±10%)	\$ 690,000
<b>Project Budget</b>	<b>\$ 7,590,000</b>

**PROJECT COMPLETED**

Completion Date:	
Actual Expenditures	
Planning, Design, & Construction Support:	\$
Construction:	\$
Total Expenditures:	\$



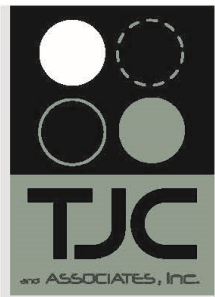
Pakpour Consulting Group, Inc.  
6601 Owens Drive, Suite 230  
Pleasanton, CA 94588  
P: 925.224.7717  
www.pcgengr.com

JOB No.	10012.07
DATE	08/21/24
SCALE	AS NOTED
DRAWN: BY	BL
CKD	JP



**CAPITAL IMPROVEMENT PROGRAM  
DEKOVEN TANKS REPLACEMENT  
PROJECT 15-89**

Rev 2 - 2024  
Rev 1 - 2020  
Original 2015



Structural  
Engineering

SCADA

Electrical  
Engineering

Instrumentation

Controls

Control Systems  
Programming

May 20, 2025

Brandon Laurie, P.E.  
Senior Engineer  
Pakpour Consulting Group, Inc.  
6601 Owens Dr., Ste. 230  
Pleasanton, CA 94588

Subject: Mid-Peninsula Water District Dekoven Tanks Replacement Project  
(TJCAA Project No. 125039)

Brandon:

The purpose of this letter is to provide a scope for:

- Instrumentation, controls, and electrical (ICE) engineering

services as requested by Pakpour Consulting Group (PCG) for the Dekoven Tanks Replacement Project (Project). This letter summarizes the Scope of Work that will be provided by TJC and Associates, Inc. (TJCAA/Consultant). Please review, and if acceptable, this letter may serve as the basis for a Scope of Work to be included in an agreement for engineering services.

### Project Understanding

MPWD seeks to replace their tanks and install new a chemical building with hypochlorite generation system for disinfection of the water.

Specific elements are included within the Scope of Work defined below:

- Electrical:
  - Provide an upgraded electrical service for the station site
  - Provide a new service switchboard/meter-main distribution panelboard
  - For the new chemical building, provide a new distribution panelboard, lighting, receptacles, grounding. Chemical disinfecting system to be in the chemical building.
  - Provide new tank fan(s) & instrumentation
  - Engineer's opinion of probable costs

## I. Scope of Work

### Task 1. Design

#### Task 1.1 Design Submittals

TJCAA will provide engineering and drafting services necessary to define the elements of the Project that are included within its Scope of Work. Specific elements are defined above in the Project Understanding. Submittals will be provided to PCG in the following packages:



- 60% design package
- 90% design package
- Final design package

Each design package will incorporate appropriate client comments based on previous submittals and will update presented information consistent with the level of completion for that submittal. Design submittals will include elements defined in the table below.

Deliverables Included in Submittals					
Submittal	Calculations (PDF)	Design Drawings <sup>1</sup> (PDF)	Specs <sup>2</sup> (PDF)	Engineer's Opinion of Probable Cost (PDF)	Signed Copies <sup>3</sup> (PDF)
60%		✓ <sup>4</sup>		✓	
90%		✓	✓	✓	
Final	✓	✓	✓	✓	✓
<b>Notes:</b> <ol style="list-style-type: none"> <li>1. Drawings will be provided in half-size (11 x 17) PDF format and delivered via e-mail.</li> <li>2. Specifications will be provided in traditional CSI format using MS-Word and delivered via e-mail.</li> <li>3. Drawings will be provided in full-size (22 x 34) PDF format, electronically stamped and signed and delivered via e-mail.</li> <li>4. ICE submittal includes Electrical Single-Line Diagrams, Area Plans including placement of major equipment, Equipment Elevations, Standard Details, and General Notes.</li> </ol>					

#### 1.1.1 Anticipated List of Specifications

##### **Instrumentation and Controls:**

- 40 61 00 – Common Work Results - Process Instrumentation and Controls
- Appendix 40 61 00A – I/O List

##### **Electrical:**

- 26 05 00 – Common Work Results for Electrical

#### 1.1.2 Anticipated Sheet List

##### **Electrical:**

- GE-1 Electrical Symbols and Abbreviations
- GE-2 Electrical Installation Details
- E-1 Electrical Single-Line Diagram & Elevation
- E-2 Electrical Site Plan
- E-3 Pump Station Electrical Plan
- E-4 Chemical Building Electrical & Lighting Plan
- E-5 Annotated Photos
- E-6 Partial Network Diagram
- E-7 Panelboard Schedules & Grounding Schematic
- E-8 Control Schematics



## **Task 2. Bid Period Assistance**

TJCAA engineers will be available to answer questions and clarify issues associated with aspects of the design within its Scope of Work. If required, a representative of TJCAA can be present at the pre-bid meeting and/or site walk-through. TJCAA does not anticipate any involvement in bid evaluations; however, TJCAA will be available for consultation on an as-needed basis.

## **II. Assumptions**

The Scope of Work detailed above is based on TJCAA's current understanding of the project requirements and is based on the following assumptions.

### *Task 1.1 General*

- Existing electrical service at pump station will need to be upsized for new loads added under this project. Time for coordination with PG&E and review of PG&E plans has been included.
- Pump Station XiO system on-site has communication capability to the new chemical system to provide monitoring and control back to SCADA. Coordination between Cloud SCADA system provider XiO Water Systems and chemical system vendor to develop the control strategy has been included.
- Chemical system vendor will provide all details of the external connections required for power and control, signal and/or networking to their system. TJCAA will coordinate with vendor to determine these connections.
- Copies of record drawings of the facilities will be provided to TJCAA for reference.
- Formal City or County permit review, Title 24 energy calculations, and completion of forms will not be required.
- Design documents for civil, mechanical, and other disciplines will be completed by PCG.
- AutoCAD site and building plan drawings in ".DWG" format will be provided by PCG suitable for use as background files.
- Design will comply with the requirements of the 2022 California Building Code.
- Design fees quoted assume that design will commence and be completed in 2025. Bid services will commence and be completed in 2026.
- Drawings will be provided in TJCAA's standard format, developed using AutoCAD.
- The title block will be provided by PCG in AutoCAD format suitable for use as a Reference File.



- TJCAA assumes that geotechnical information is available for the Project area and will be provided to TJCAA before commencement of the work.
- Drawings will be provided to PCG in electronic format **for publishing and distribution by PCG**. Printing costs are not included in this proposal.
- Specifications will conform to CSI Traditional format, developed in MS-Word and will be provided to PCG via e-mail.

*Task 1.2 Items that are **NOT** included within the Scope of Work*

- Process and Instrumentation Diagrams (P&ID)'s.
- Cathodic protection design is not included. TJCAA to coordinate with cathodic protection engineer and to provide conduit and wire required for cathodic protection system, as shown in the cathodic protection design.
- Responding to questions and/or comments generated during the permitting process or generated by the local jurisdiction.
- Assistance with obtaining construction permitting.
- Engineering services during construction.
- Surveying and/or mapping.
- Construction inspections, including but not limited to Special Inspections.

### III. Additional Services

No "Additional Services" are anticipated at this time. Should "Additional Services" be identified, TJCAA will perform such "Additional Services" only if mutually agreed to in writing by PCG and TJCAA.

### IV. Deliverables

The Consultant will provide the items shown in the "**Deliverables Included in Submittals**" table above to PCG as part of this agreement.

### V. Schedule

TJCAA will coordinate the design schedule with PCG before the start of design. TJCAA has assumed that:

- Design begins and is completed in 2025.
- Bid services begins and is completed in 2026.



## VI. Consultant's Compensation

Based on the above understanding, scope, assumptions, and our conversations and e-mails with PCG, we propose to provide engineering services on a time and materials basis with the following upper limits.

<b>Task 1 – Design</b>	
ICE	\$66,700
<b>TJCAA Sub-Total →</b>	<b>\$66,700</b>
<b>Task 2 – Bid Support</b>	
ICE	\$7,900
<b>TJCAA Sub-Total →</b>	<b>\$7,900</b>
<b>TJCAA Total →→</b>	<b>\$74,600</b>

Unless otherwise noted within this Scope of Work, dollars may be shifted from one task or sub-task without written notification from PCG.

TJCAA will invoice services on a monthly basis.

TJCAA looks forward to working with PCG on this project. Please feel free to call me at (925) 357-2676 should you have any questions or require any additional information.

Sincerely,

Eileen Nakamura, P.E. – E15573  
 Senior Electrical Engineer/ICE Group Lead  
 TJC and Associates, Inc.

file: 125039 - 1.02





HALEY & ALDRICH, INC.  
6455 Almaden Expressway  
Suite 100  
San Jose, CA 95120  
408.961.4826

June 17, 2025  
File No. P213775-000

PCG Engineering  
6601 Owens Dr., Ste. 230  
Pleasanton, California 94588

Attention: Brandon Laurie, PE

Subject: Proposal - Supplemental Geotechnical Supplement Recommendation Letter  
Dekoven Water Tanks Replacement Project  
Mid-Peninsula Water District – Belmont, California

Mr. Laurie:

At your request, Haley & Aldrich, Inc. (Haley & Aldrich), is pleased to submit this Supplement Request and cost proposal to provide additional geotechnical engineering services to PCG Engineering for the Dekoven Water Tanks Replacement Project.

This proposal outlines the scope and services for preparing a supplemental geotechnical recommendation letter to provide updated seismic design parameters and confirm the applicability of prior recommendations in accordance with the 2025 California Building Code (CBC), which references ASCE 7-22 and AWWA D100-11.

Cal Engineering & Geology, Inc. (CE&G), a Division of Haley & Aldrich, Inc., previously prepared a geotechnical design report dated June 24, 2020, for the Dekoven Water Tanks Replacement Project. The report provided seismic design parameters based on ASCE 7-10 and the 2016 CBC, which was in accordance with the current CBC at that time. Since the project initiation was delayed and is now planned for permitting under the 2025 CBC, an update is needed to reflect current code requirements.

## **Proposed Scope of Services**

### **TASK 1 – PROJECT MANAGEMENT**

Haley & Aldrich will manage project coordination and communication with the client, monitor progress to ensure timely completion of deliverables, and provide regular updates and responses to client inquiries throughout the duration of the project. We have assumed no meetings will be required.

PCG Engineering  
June 16, 2025  
Page 2

## **TASK 2 – SEISMIC HAZARD UPDATE AND EVALUATION**

Haley & Aldrich will update the seismic design parameters for the project site in accordance with ASCE 7-22. The updated parameters will be compared with those in the 2020 report to evaluate whether the original geotechnical recommendations remain valid.

## **TASK 3 – SUPPLEMENTAL LETTER**

Haley & Aldrich will prepare a supplemental letter summarizing the updated seismic parameters, any changes to the original geotechnical recommendations (if applicable), and confirmation of the continued suitability of the site for the proposed improvement.

## **Preliminary Schedule**

Following receipt of the Notice to Proceed (NTP), we estimate that the supplemental letter will be completed in about two weeks.

## **Terms and Conditions**

Haley & Aldrich will perform the above-described services on a time-and-expenses basis. We estimate the cost to complete Tasks 1 through 3 to be **\$2,332**. Should we become aware of a condition that could require a change to our scope of work, level of effort, and the extent of subcontracted geotechnical services needed, we will notify PCG Engineering immediately to come to an agreed-upon resolution. Additional services will be performed on a time-and-expenses basis according to the current on-call contract between Haley & Aldrich and PCG Engineering.

## **Execution**

Our work will be completed following generally accepted geological and geotechnical engineering practices and procedures. This standard is in lieu of all warranties, either expressed or implied. We will begin work on the project upon written notice to proceed from PCG Engineering. We look forward to working with you.

Sincerely,

Haley & Aldrich, Inc.



Daniel J. Peluso, PE49562, GE2367  
Principal Engineer



## Mid-Peninsula Water District Task Order Form

<b>Title:</b> Dekoven Tanks Replacement (CIP 15-89)		Page 1 of 1	
<b>1. Consultant:</b> Pakpour Consulting Group, Inc.		<b>2. Reference Contract No. &amp; Date:</b> Amended & Restated Contract for Professional Services dated July 1, 2021	
<b>3. Task Order No.:</b> 25-15		<b>4. Task Order Type:</b> District Engineer Capital Project Support	
<b>5. Period Of Performance:</b> Services during June 30, 2025 through Mar 31, 2026			
<b>6. T. O. Cost history</b>		<b>COST</b>	<b>FEE</b>
This Action Amount		\$	239,675.00
Previously Approved Amount		\$	337,352.00
NEW TOTAL		\$	577,027.00
Except as otherwise expressly provided herein, the Contractor/Consultant shall perform the work described below in accordance with all terms and conditions of the Contract referenced above.			
<b>7. Summary of Work to be Performed Under Task Order:</b>  Task 1.0 – Meetings/Field Investigations/Project Management, Task 2.0 – Geotechnical Report Supplemental Update, Task 3.0 – 60% Electrical Plans, Estimate, Task 4.0 – 85% Plans, Specifications, EOPC, Task 5.0 – Final Bid Documents, Task 6.0 – Advertisement / Award Period			
<b>8. T. O. Documentation Requirements:</b> PCG Proposal Dated June 19, 2025. Update to District expense tracking sheet for professional services.		<b>9. Schedule/Deliverables:</b>  TBD based on structural seismic update.	
<b>10. Payment Provisions:</b>  District will remit payment upon receipt of monthly invoice from District Engineer.			
<b>11. Contractor/Consultant Project Manager:</b> Joubin Pakpour, PE		<b>Phone Number:</b> (925) 224-7717	
<b>AUTHORIZED SIGNATURES</b>			
<b>12. Mid-Peninsula Water District</b>		<b>13. Contractor/Consultant</b>	
Signature: _____		Signature: _____	
Print Name: _____ Kat Wuelfing		Print Name: _____ Joubin Pakpour	
Title: _____ General Manager		Title: _____ President	
Date: _____		Date: _____	



## ***AGENDA ITEM NO. 8.A.***

DATE: July 24, 2024  
TO: Board of Directors  
FROM: Kat Wuelfing, General Manager

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**SUBJECT: RECEIVE FY 2024/2025 PROGRESS REPORT ON MPWD WEBSITE, MARKETING AND PUBLIC RELATIONS/OUTREACH ACTIVITIES AND BRIEF OVERVIEW OF MPWD WEBSITE UPDATES, PRESENTED BY JOHN DAVIDSON OF JROCKET77 GRAPHIC DESIGN AND MARKETING**

---

**RECOMMENDATION:**  
Receive annual report.

**FISCAL IMPACT:**  
The Board approved a two-year agreement with John Davidson d/b/a JRocket77 Graphic Design & Marketing via Resolution 2023-14 on June 22, 2023, and an additional two-year agreement on June 26, 2025 per Resolution 2025-17 through FY 2026/2027. Per Resolution 2023-14, the Fiscal Year 2024/2025 approved:

\$67,500 for:	Professional graphic design and composition, marketing, public outreach/education/relations, and MPWD website management services.
\$20,000 for:	Printing services for all MPWD publications, notices, and public outreach and education materials.
<hr/> \$87,500 TOTAL	<hr/> (NOT-TO-EXCEED)

The MPWD spent \$52,136 for professional services and \$26,189 for printing services in FY 2024/2025 for a total of \$ 78,325.

**DISCUSSION:**  
John Davidson was last before the Board on July 25, 2024 with a progress report.

John Davidson will be presenting a summary of publishing and marketing efforts for the MPWD for the past 12 months, which will include overviews of website improvements and multiple campaigns including the Xpress Bill Pay switchover, water worker heroes, the Folger Drive EOC, CIP update, Backflow Prevention work, rate increase outreach, board member appointee outreach, and more. An outlook for goals for 2025/2026 will also be presented.

Attachment: Annual Report – MPWD Website & Marketing Presentation



# *Annual Report*

## *MPWD WEBSITE AND MARKETING*

July 24, 2025



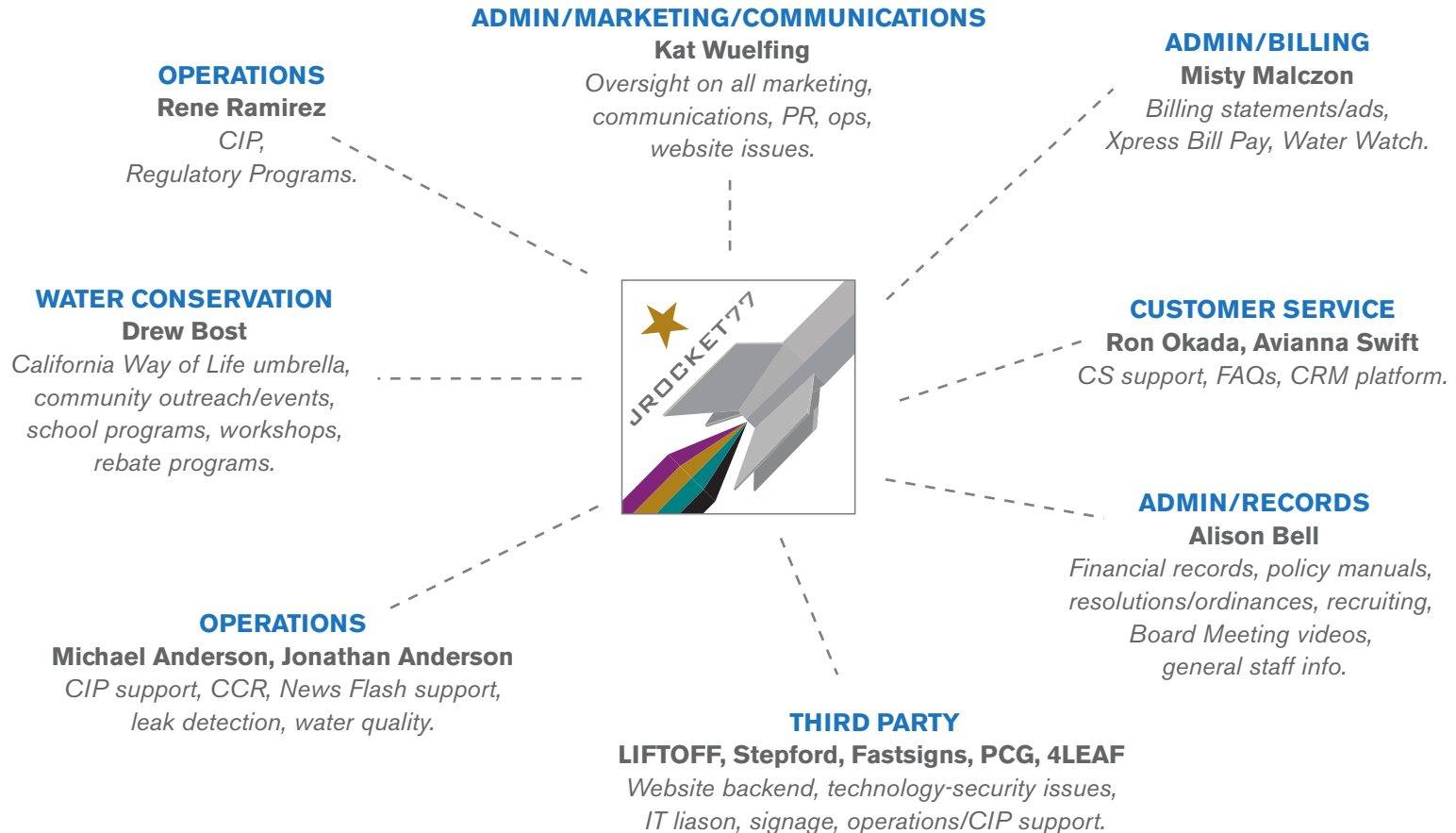
Prepared for MPWD by John Davidson, JRocket77 Design & Marketing  
951.265.8778 • [jrocket77@mac.com](mailto:jrocket77@mac.com)

# Services Network



Prepared for MPWD by  
JRocket77 Design & Marketing

## VISUAL MAP OF RELATIONSHIP DOMAINS



## WEBSITE STATUS

- Conducted semi-annual website audits.
- Publishing of Board Meeting videos online.
- New Shortcut Console added to homepage.
- Enhanced slider banner carousel.
- Revamped customer form submission pages (CRM).
- News Articles dashboard restored with new visuals.
- Regular content creation and timely updates.
- Sitewide font updates for better readability.
- Online rate calculator tool for rate changes.



## PERFORMANCE DATA 2024/2025

Month	Users	Sessions	Sessions/User	Popular pages
Dec 24	1,411	2,438	1.46	Board Vacancy, FAQs, Contact Us
Jan 25	1,853	3,117	1.47	Wildfire Safety Seminar, Mini-Succulents Are All the Rage, Contact Us
Feb 25	n/a	n/a	n/a	n/a
Mar 25	1,951	3,250	1.44	--
Apr 25	2,508	3,661	1.33	Water Conservation Report, Opportunities, Contact Us, Water Quality
May 25	2,414	4,209	1.56	Bids/RFP, Staff Working At MPWD, Contacts Us, Opportunities
Jun 25	2,803	4,977	1.57	Portal, Contacts Us, Water Quality, Board Members
<b>AVERAGE</b>	<b>2,157</b>	<b>3,609</b>	<b>1.47</b>	

### MOST COMMONLY ACCESSED PAGES

Paying Your Bill  
Pay Your Bill Safely  
Customer Portal  
Water Watch  
Rebate Programs



# Website

## PERFORMANCE DATA

### LINKS FROM NON-GOOGLE SITES

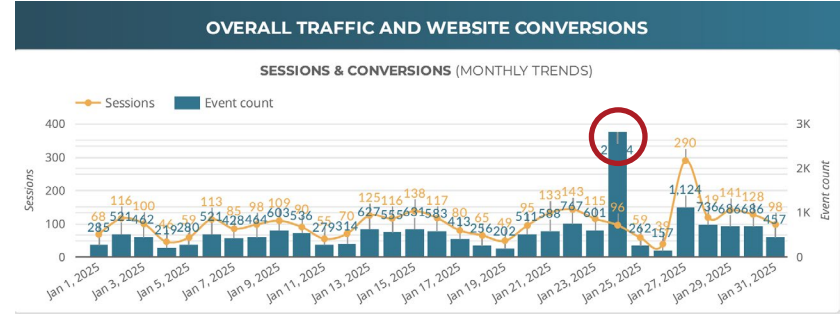
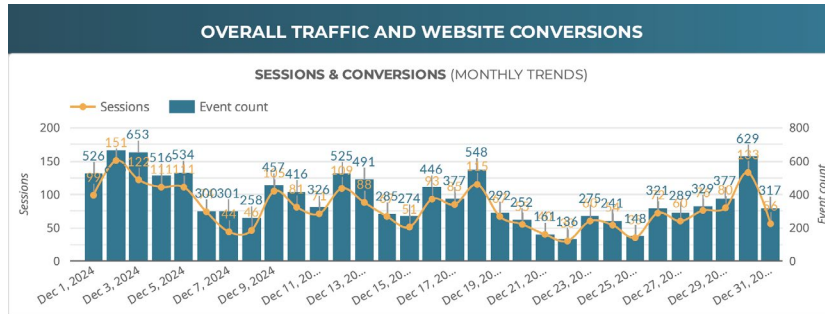
smchealth.org, smcgov.org, waterdistrict-jobs.com, workzone.apwa.org, yahoo, publish.construction..., statics.teams.cdn

### TYPICAL GOOGLE SEARCH KEYWORDS

mid peninsula water, midpeninsula water, mpwd, mid peninsula water district, mid peninsula water district bill pay, peninsula water, belmont water

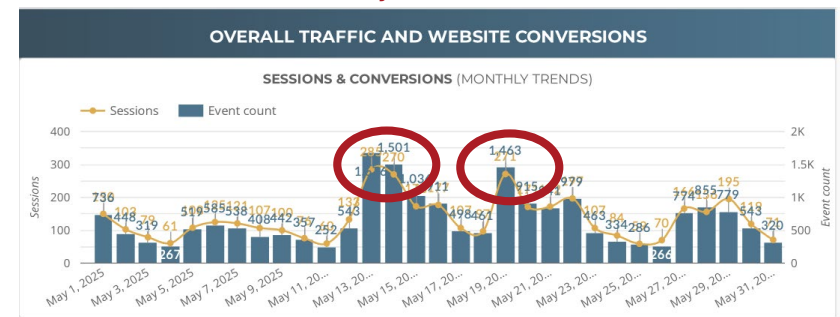
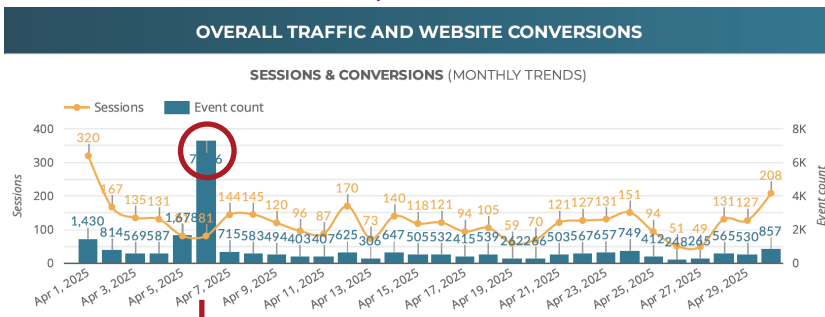
December 2024

January 2025



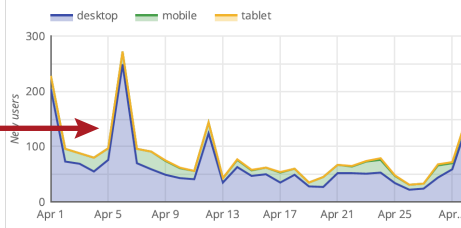
April 2025

May 2025

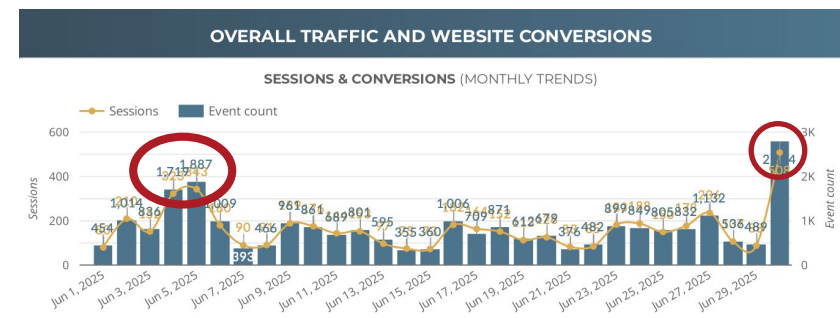


### HOW YOUR ORGANIC TRAFFIC PERFORMED

#### ORGANIC TRAFFIC BY DEVICE (MONTHLY TRENDS)



June 2025





## 2022 Consumer Confidence Report

English & Spanish



### Proteger nuestras cuencas

El SPFRWS realiza estudios sanitarios de cuencas hidrográficas para su fuente de Hetch Hetchy y cada cinco para sus fuentes de agua local y fuentes del interior de que no son de Hetch Hetchy. Los últimos estudios para las cuencas hidrográficas que no pertenecen a Hetch Hetchy se realizaron en 2021 por el período 2016-2020. En estos estudios, junto con las actividades de gestión y protección de cuencas hidrográficas se realizaron con el de agencias asociadas, incluido el Servicio de Parques Nacionales y el Servicio Forestal de EE.UU. Los propietarios de estos estudios

### Necesidades especiales


Algunas personas pueden ser más vulnerables a los cambios que la población general. Las personas inmunocomprometidas que reciben quimioterapia, personas que se han sometido a cirugías, personas con virus de inmunodeficiencia humana, o personas con enfermedades crónicas de sistema inmunitario, pueden ser más vulnerables a las enfermedades. Estas personas deben consultar a sus proveedores de atención médica. Cystosporidiosis es un microbio parásito que se encuentra en el agua y puede propagarse por otros medios además del agua. Los directores de la Agencia de Protección Ambiental de los Estados Unidos sobre los microbios apropiados para disminuir los microbios están disponibles en la línea directa de cpa.gov/usaewater

### Resultados de muestreo de plomo y cobre

Mid-Peninsula Water District llevó a cabo un monitoreo trienal de la Regla de Plomo y Cobre (LCR) residencial en agosto de 2021, y todos los resultados del muestreo de grifos estuvieron por debajo del nivel de acción de plomo y cobre. Mid-Peninsula Water District está llevando a cabo un monitoreo trienal de LCR en todo el distrito con una fecha de finalización programada para octubre de 2024. Los resultados se publicarán el próximo año en el Informe de Confianza del consumidor 2024 del MPWD.



## 2025 The Waterline



THE OFFICIAL NEWSLETTER OF THE MPWD • SUMMER 2025

### What is MPWD's Role in Emergency Planning?

The Mid-Peninsula Water District (MPWD) is and always has been committed to emergency preparedness for the residents and businesses in our service area, including preparing for fire, earthquakes, and other natural or man-made disasters. Much of the work we do to prepare our community's water system for emergencies is not always visible to our customers. While this work is largely done in the background, it is always at the forefront of the District's planning. Through significant investments in new and updated water infrastructure, fire hydrant maintenance, and emergency preparedness planning, MPWD is continually working to ensure that local firefighters have access to the water they need to protect the community during emergencies.

The District maintains more than 800 fire hydrants and 11 water storage tanks with a combined maximum storage capacity of more than 12 million gallons across the 5-square-mile service area. These resources are foundational in providing firefighters the water supply and pressure they need during an emergency.

*(Continued on page 2)*

### A BETTER WAY TO BILL PAY!

Be on the lookout for information in your mailbox regarding a new and better way to pay your water bill. The MPWD is bringing a higher level of customer service to you by going wireless, and auto pay with Xpress Bill Pay. Information on account set up and new features—the pay by text and enhanced reminder options—will be arriving soon. Xpress Bill Pay is a free app and manages your account 24/7 on the go!

Keep an eye on your mailbox for Xpress Bill Pay for details!

### INSIDE THIS ISSUE

- Capital Improvement Program Update
- Water Conservation Update
- MPWD in the Community
- Employee News
- Kid's Corner
- Meet Your New Board Members
- How to Contact MPWD

## Bonus Emergency Water Storage & Safety Guide Insert

### EMERGENCY WATER STORAGE & SAFETY GUIDE

Water is a critical resource during emergencies, especially in drought-prone and wildfire-prone regions like California. Proper water storage and safety are essential for ensuring you and your family have access to clean, safe water when needed most. This guide will help you prepare your home for emergencies, ensuring you have enough water to last for 72 hours.

#### PREPARATION Before an Emergency Event

##### DETERMINE HOW MUCH WATER TO STORE

- Store at least one gallon per person per day for 72 hours.
- Account for an additional water need for bathing, cleaning, and other household uses.

##### WATER STORAGE METHODS & OPTIONS

- Store containers in a cool, dark place, away from sunlight.
- Use food-grade containers with tight-fitting lids.
- Do not use plastic jugs, jugs, or other non-food-grade containers.
- Do not use containers that have been used for other purposes.
- Do not use containers that have been used for other purposes.
- Do not use containers that have been used for other purposes.

##### ROTATE YOUR WATER SUPPLY

- Replace stored water every 6 months to maintain freshness and safety.
- Test stored water for quality and safety.

##### IDENTIFY OTHER SOURCES OF WATER YOU CAN ACCESS

- DO NOT DRINK: Water from a well, spring, or other natural source.
- DO NOT DRINK: Water from a well, spring, or other natural source.
- DO NOT DRINK: Water from a well, spring, or other natural source.

#### During an Emergency Event

##### HOW MUCH WATER TO STORE

- Store at least one gallon per person per day for 72 hours.
- Account for an additional water need for bathing, cleaning, and other household uses.

##### WATER STORAGE METHODS & OPTIONS


- Store containers in a cool, dark place, away from sunlight.
- Use food-grade containers with tight-fitting lids.
- Do not use plastic jugs, jugs, or other non-food-grade containers.
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THE OFFICIAL NEWSLETTER OF THE MPWD

## CHECK YOUR MAIL OR DOWNLOAD NOW!



## SWITCHOVER FROM CIVIC PAY

### A New Way to Bill Pay

Starting June 4, 2025 the MPWD has upgraded to a new, more convenient bill pay system through **Xpress Bill Pay**. Our new online pay option saves you time and gives you more flexibility in how you pay your bill.

Click below to register your account. Please have your new 9-digit account number ready.



LEARN MORE ON HOW TO SET UP YOUR XPRESS BILL PAY ACCOUNT [HERE \(PDF\)](#)

**IMPORTANT!** MPWD's Civic Pay bill payment system is discontinued. Starting June 4, 2025:

- All new and existing MPWD bill pay customers will need to register a new account with Xpress Bill Pay.
- All customers currently using automatic bill payments through their credit/debit card will need to log into Xpress Bill Pay to set up payments.
- All customers will receive paper statements until signed into Xpress Bill Pay to select the paperless option.

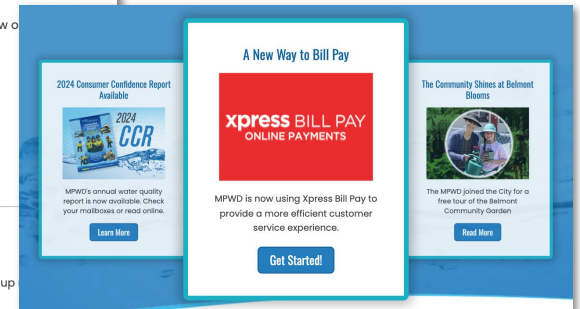
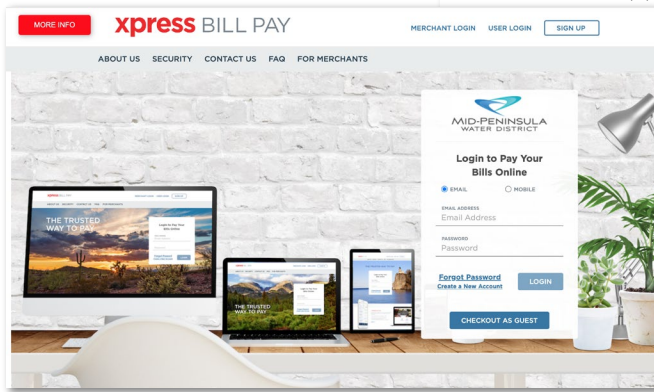
Enjoy the benefits of Xpress Bill Pay:

- Pay your bills securely with a credit card,\* debit card\*, or checking account.
- Opt in for paperless billing.
- Set up auto pay so you never miss a bill payment.
- Get email confirmation for payments and set up email / text notifications.



For more detailed billing information and payment history, manage your account 24/7 on the go! Visit the App Store or Google Play to download the Xpress Bill Pay app.

\*If you pay with a credit or debit card, there will be a \$3.00 processing fee, regardless of payment option. Please [CLICK HERE](#) for more information.



- Complete changover of all PAY BILL buttons
- Update bill backers
- Featured on cover of *The Waterline*
- Slider banner and article



# Water Conservation



BASED ON DATA PROVIDED BY RON OKADA & DREW BOST

## Water Watch

[MidPeninsulaWater.org/water-watch](https://MidPeninsulaWater.org/water-watch)

### TOTALS AS OF JULY 2024

Total Rate Payer signups.....	<b>1,538</b>
New signups since FY24-25 .....	<b>202</b>
<hr/>	
New signups in FY23-24 .....	<b>127</b>
New signups FY22-23 .....	<b>154</b>
New signups in FY21-22 .....	<b>300</b>
New signups in FY20-21 .....	<b>255</b>

## Rebate Programs [MidPeninsulaWater.org/rebates](https://MidPeninsulaWater.org/rebates)

PROGRAM	20-21	21-22	22-23	23-24	24-25
Lawn Be Gone	4	3	5	6	2
Rain Barrels	2	21	24	5	8
Rachio	35	10	4	9	7
Hardware	-	-	4	0	0



## Water Watch

*It's Your Water... Watch It!*

Do you ever worry about a water pipe bursting or sprinkler breaking while you are away from home? Have you ever been billed hundreds of dollars for a leak you didn't know about?

If you answered yes to any of these questions, we have the solution for you. The MPWD's Water Watch is a customer portal that allows you to set alerts to track your own water consumption, by the hour, the day, weeks, months, or even the entire year. This platform gives you the ability to set alerts that can be sent to your phone and/or email. The alerts are set up to your preferences, you set the threshold for daily consumption, weekly consumption or a billing cycle. You will receive updates based on alert preferences. These alerts have already helped many customers catch leaks before they progress to a much larger problem.

Visit [MidPeninsulaWater.org/water-watch](https://MidPeninsulaWater.org/water-watch) to register today and follow the "Guide for Setting Up a New Account."

We encourage our customers to take advantage of the tools in the Water Watch customer portal. This platform was created with you in mind, to give you peace of mind. Even when away on vacation, you can keep an eye on your water usage! You will be able to identify continuously running water, such as running toilets and broken irrigation systems, or if you adjust your irrigation season during the rainy season. Our staff and Water Watch are here to help you. ■



## VEHICLES PROMOTING WATER WATCH AND REBATE PROGRAMS:

Bill statement ads, *The Waterline*, homepage slider banners, MPWD's Customer Portal, New Customer Welcome

# Public Relations



Prepared for MPWD by  
JRocket77 Design & Marketing

## Sticker Sheets



## Water Worker Heroes



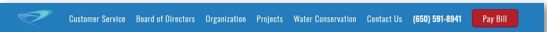
## Spotlight in The Waterline



## Employee Appreciation Night



## Jonathan Anderson APWA Rodeo Run



### MPWD Lead Operator Shows Off Skills

It's official, the Mid-Peninsula Water District lays claim to one of the best public works equipment operators in the Bay Area... and we have the receipts to prove it!

Each year, public works equipment operators from the Bay Area compete in the **American Public Works Association (APWA)** regional contest known as the **Equipment Rodeo**. Operators demonstrate various precision skills with backhoes and mini-excavators in timed sessions and with obstacles while avoiding penalties from misuses.

"The Rodeo is such a great event," remarked Rene Ramirez, Operations Manager for the MPWD. "Not only is it a great opportunity to show off the skills of these amazing equipment operators, but also to appreciate the technical skills it takes to do this kind of work in a fun, showcase environment that is otherwise done while on the job under challenging conditions."



Jonathan Anderson (left) sporting his trophy from the Regional Rodeo competition.

For the third time in recent years, the MPWD's Lead Operator, **Jonathan Anderson**, took home a second place trophy and punched his ticket to the 7th annual APWA National Equipment Rodeo held at Centennial Park in Atlanta, Georgia. The National Rodeo is a prestigious event held during the Public Works Expo where equipment operators from across the country compete for the grand prize.



Regional Rodeo finalists are recognized at the 2024 APWA awards presentation.

"All I can say is that I had a great time, and a great experience competing against some of the best backhoe and excavator operators," says Jonathan Anderson. "I was disappointed but also happy to have come in fifth place out of 70 competitors on the mini-excavator. The obstacles were challenging and fun. I am proud that all my experience operating equipment came from working here at the MPWD, which is why I like to represent and do my best. Although we are a small agency, over the years we have had and still have some really good equipment operators."



Anderson posing at the National Rodeo competition in Atlanta.

After the National Rodeo, Jonathan was recognized by the local chapter of APWA at a brunch meeting. The MPWD is thankful for APWA's sponsorship of Jonathan's attendance at the National Rodeo. To learn more about APWA and its mission to support those who operate, improve, and maintain public works and infrastructure through advocacy, education, and member engagement, [click here](#).





# Capital Improvement Program



Prepared for MPWD by  
JRocket77 Design & Marketing

## CIP 2024/2025 Webpage



### MPWD Capital Improvement Program 2024/2025

Over the next five years, the MPWD will make necessary investments in its operations and water infrastructure to secure water supplies, prevent costly emergency repairs, and prepare for major seismic events.

The **MPWD Capital Improvement Program (CIP)** is the backbone of the District's efforts to ensure a reliable and sustainable water supply for the future. The CIP is a comprehensive plan that outlines the projects necessary to maintain and upgrade the District's water infrastructure to enhance the quality of its services, increase system reliability, and meet the growing demands of the community.

**SINCE 2016:** The District has completed 28 system improvement projects, including replacing and installing more than 30,000 feet of old pipe, replacing two key water storage tanks, installing a much-needed new pressure regulating valve at a turn-out from the SPUV system, modernizing its SCADA system, and more.

**LOOKING AHEAD:** As detailed in the 2024 CIP update, 78 additional infrastructure projects are needed to modernize the District's complex distribution system so that it can provide drinking water and firefighting water for generations to come.

Download and read the **MPWD's Capital Improvement Program (PDF)**

#### BACKGROUND

In 2014 as part of its long-term strategic planning, the Mid-Peninsula Water District (District) undertook a comprehensive review and assessment of its water system infrastructure and facilities. This significant challenge involved a team of senior operations personnel with many years of District institutional knowledge, management with many years of public utility and water operations experience and master planning and the District Engineer experienced with water system operations and infrastructure/facilities design and engineering. The goal was to develop a comprehensive, prioritized Capital Improvement Program (CIP) and functional hydraulic model.

Following development and hydraulic model calibration in late 2016, the District generated a comprehensive list of 92 projects estimated at approximately \$52 Million (2015 dollars). In May 2016, the District adopted the Comprehensive System Analysis and Capital Improvement Program FY 16/17 Update in addition to authorizing a 5-year funding plan of \$25 Million. Most projects were based on distribution system / fire flow analyses in addition to those identified by District personnel from maintenance / operational perspectives.

The District updated the FY 16/17 report in FY 18/20 adding 10 additional projects. This FY 24/25 update adds an additional 10 projects and updates the FY 18/20 budget to reflect 2024 dollars.

#### FY 24/25 BUDGET

The original FY 16/17 Update construction budgets were based on bid tabulations for contracts awarded in 2015. Since 2015 construction costs dramatically increased due to a highly saturated construction market with overly abundant work with the same pool of contractors. As a result, costs drastically outpaced generally accepted annual inflation rates of 2-4%. The average cost of pipe installation increased from \$250/LF (2015) to \$450/LF (2020). This was further driven by the 2019 bid results for the District's **Noire Dome Ave / Cliffside Ct / Tahoe Dr Area Water Main Project**. Costs have since increased as part of this FY 24/25 due to ongoing effects from the pandemic along with higher than average inflation over the past few years.

Construction budgets for water main projects are generally separated into three categories: (1) the hydrants, (2) service connections, and (3) water main which includes a roll up of all other costs associated with the project such as borrow, or release valves, vaults, road restoration, etc. The 2020 CIP budgets were based on actual 2019 bid results for water main installation projects both within the District and nearby jurisdictions. The 2024 CIP budgets were updated to include construction inflation, approximately 10% of the overall construction cost of the project.

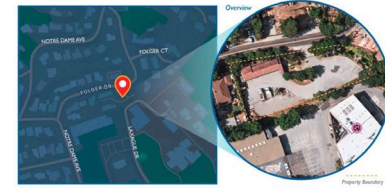
The FY 24/25 CIP budgets were generally updated in fashion to both previous CIPs.

#### FY 24/25 CIP ADDITION & OVERVIEW



### Folger Drive Emergency Operations Center Project

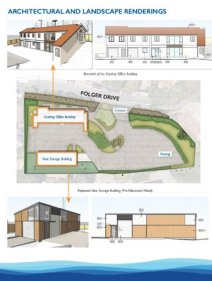
(November 4, 2024) The Mid-Peninsula Water District (MPWD) has recently submitted plans to the City of Belmont to modernize and seismically retrofit its facility at 150 Folger Drive in Belmont. MPWD has owned and occupied the 150 Folger Drive property for more than 80 years, including having used the property as its headquarters until the early 2000s. The MPWD plans to use this site as an Emergency Operations Center (EOC). The EOC will serve as a central location where employees can continue to maintain our community's water supply during emergencies large and small, including major regional events such as flooding, fire, and earthquakes. The need for an EOC was highlighted during the 2022 New Year's Eve storm, which forced the MPWD to relocate from its District Office at 3 Dairy Lane due to flooding and lease office space elsewhere since the event.



**Project Background:** The Mid-Peninsula Water District (MPWD) has owned the 150 Folger Drive property for more than 80 years. The site has a 3,250 square foot office building with parking lot, which is currently being used for storage. The MPWD plans to renovate the site to serve as its Emergency Operations Center (EOC). The project will allow the MPWD to maintain our community's critical drinking water infrastructure and secure firefighting water supply during and after emergency events.

**Project Scope:** Modernization of the site will include seismically retrofitting and improving the existing building's electrical, telecommunications, and plumbing infrastructure as well as fire and life safety features. It will also include the addition of a 1,300 square foot pre-fabricated storage facility and landscaping improvements. These upgrades will provide the District with an EOC that will support continued operations following emergencies large and small, including major regional events such as flooding, fire, and earthquakes.

**Project Duration:** Construction is estimated to take six months to complete and is planned to begin in Spring 2025.



## Backflow Prevention & CCC Plan

### Backflow Prevention and Cross-Connection Control

The purpose of the MPWD's Backflow/Cross-Connection Control Program (BCCPP) is to protect the District's water system from potential backflow contamination pursuant to the requirements set forth in Title 15, Section 7580-7605 of the California Code of Regulations (CCR) and MPWD Ordinance 13300.

#### Objectives of the District's BCCPP:

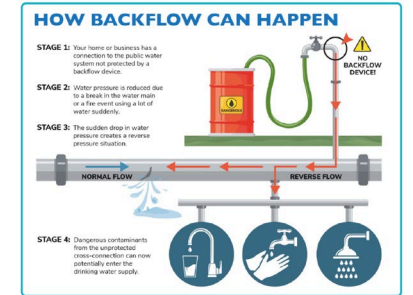
- To protect the public water system from actual or potential cross-connections between the public water system and the commercial, private planning system.
- To eliminate existing cross-connections between public water systems and other sources of water which are not approved as safe and potable for human consumption.
- To provide for a continuing program of cross-connection control which systematically and effectively prevents the contamination or pollution of the District's potable water system.

#### Backflow Explained: Keeping Your Drinking Water Safe

Backflow is water flowing in the opposite direction from its normal flow. With the direction of flow reversed due to a change in pressure, backflow can allow contaminants to enter your drinking water system through cross connections. Backflow is the reversal of normal flow in a system caused by a vacuum or partial vacuum within the water supply piping (suction) or the reversal of normal flow in a system due to pressure higher than the supply pressure. If you have an irrigation system for your yard, boiler, pool/gas, water heater, fire sprinkler system or other development equipment, state law requires that you get a backflow prevention assembly to prevent contaminated water from flowing back into your drinking water - a serious health hazard. Many businesses are also required to have backflow prevention, even the least backflow assembly can fail because of freezing, debris, improper installation, and unapproved plumbing connections. That's why state law requires that backflow assemblies be tested annually by a certified backflow assembly tester to ensure that the assemblies will function if there is a backflow event.

#### How Backflow Can Happen

- Stage 1: Your home or business has a connection to the public water system not protected by a backflow device.
- Stage 2: Water pressure is reduced due to a break in the water main or at the worst, a lot of water suddenly.
- Stage 3: The sudden drop in water pressure creates a reverse pressure situation.
- Stage 4: Dangerous contaminants from the unapproved cross-connection can now potentially enter the drinking water supply.



#### Plumbing Connections that Raise Concerns for Backflow Prevention

- indoor sinks
- toilets
- sump pits (inside and outside grade house vaults)
- lawn irrigation systems

## Harbor Blvd. Customer Surveys

**CUSTOMER SURVEY**

Please let us know how we did on this project by completing the short survey below and mailing back this postage-paid postcard to the MPWD.

MPWD completed this project with minimal inconvenience to you ☐ Strongly Agree ☐ Agree ☐ Neutral ☐ Disagree ☐ Strongly Disagree

MPWD staff and our contractor acted in a professional and courteous manner ☐ ☐ ☐ ☐ ☐ ☐

The project areas were left in a better condition than we arrived ☐ ☐ ☐ ☐ ☐ ☐

How would you rate our performance compared to other government or private utilities (e.g., City, County, State, PG&E, and Comcast) ☐ Much Better ☐ Better ☐ Same ☐ Worse ☐ Much Worse

To help MPWD better serve you, please comment on any areas we can improve on. *Thank you!*

# Customer Connect



Prepared for MPWD by  
JRocket77 Design & Marketing

*Special thanks to Alison and Drew!*

## National Night Out



[MidPeninsulaWater.org/outreach](https://MidPeninsulaWater.org/outreach)

## Belmont Blooms Community Garden Open House



### Belmont Blooms Blossoms

The City of Belmont invited residents to tour the Belmont Community Center Garden on Saturday, May 18, 2024 to learn how and when to plant their crops. Participants were guided along stations that were set by Community Garden members, Parks and Recreation staff, and local vendors. Participants had the opportunity to water their own flower pots, take home a complimentary packet of seeds, and enter a raffle to win big prizes.

MPWD staff volunteers were on hand to share information about water resources and water-efficient landscaping, hold out free giveaways for residents of all ages, and to show off the District's model of the City of Belmont and the District's water distribution system.

For more info about the MPWD's involvement in the local community, [click here](#).



### An Evening Out with National Night Out!

The first National Night Out (NNO) is a great way to have fun and learn about the City of Belmont's water system. August 6, which was held in neighborhoods throughout Belmont, featured a variety of activities that promote police-community partnerships and neighborhood camaraderie. The year marks 40 years of partnering neighbors with law enforcement across the nation and 100 years of water conservation and 50 years of water service.

For this year's local event, Belmont residents showed up in force for an evening of fun, food, and connection. Our hosts - Belmont Police Department, San Mateo Consolidated Fire, Belmont City staff, and the City Council - were joined by the MPWD, local businesses, and residents to connect with neighbors and enjoy an evening with the community. Kids and adults of all ages treated with police officers, a special guest from the SF State Community Emergency Response Team, and Public Works. Plenty of delicious food and fun home gardeners were also available.

Several MPWD staff members were on hand at the NNO to engage with neighbors, answer questions about the water district, provide water conservation resources and take home guides - such as the popular 3-gallon water catch bucket - and show off MPWD's very own water distribution system model.

To learn more about NNO and to mission please visit [their website](#). The MPWD looks forward to seeing you at next year's City of Belmont National Night Out!

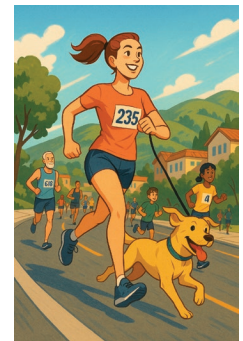
Photo credit: Communications Department, San Mateo County libraries



## Belmont's Annual Public Works Open House



## BELMONT WATER DOG RUN



## Hands-On Landscape Workshop *with Daily Journal ad*



**LANDSCAPE WORKSHOP**

**TUESDAY, OCTOBER 1, 2024**  
6:00 - 8:00 pm / Open to the Public  
Host: Mid-Peninsula Water District  
Location: 3 Dairy Lane, Belmont, CA 94002

This HANDS-ON course will teach the fundamentals of water-efficient landscaping practices. Learn about sustainable landscaping and gardening while reducing water usage, including native, water-efficient plant selection, rainwater harvesting, landscape maintenance, plus other helpful tips. Attendees will receive a free gift from the MPWD. **Register for FREE!**

[MidPeninsulaWater.org/workshops](https://MidPeninsulaWater.org/workshops)







## Prop 218 Hearing Notice

MID-PENINSULA  
WATER DISTRICT

PROPOSITION 218 NOTICE

## Notice of Public Hearing on Proposed Water Rates

The Mid-Peninsula Water District (MPWD or District) is proposing changes to its Water Volume Rate, Meter Service Charge, and Water Shortage Rate Factor (Revenue Stabilization Adjustment) (collectively "water rates") for MPWD water customers that, if adopted, would apply for the next five years. You are receiving this notice in compliance with State Law (Proposition 218), which requires the District to inform property owners and water customers that proposed rate increases are being considered. MPWD's Board of Directors is considering these proposed rate adjustments based on the 2024 Water Rate Study conducted by HF&H Consultants, LLC. The study was designed to ensure that the District does not collect more revenue than is necessary to cover MPWD's costs, and that the proposed rate structure aligns with the proportional cost of providing the services. The final rate recommendations were presented to the MPWD's Board of Directors on September 26, 2024.

### ABOUT THE HEARING

The Board of Directors of the MPWD will hold a public hearing to consider adoption of new rates for Water Volume Rates, Meter Service Charges, and Water Shortage Rate Factors ("water rates") for the next five years. All property owners and customers receiving water service are invited to attend the Public Hearing and be heard about the proposed adjustments to the water rates.

In Español Este aviso contiene información importante sobre las propuestas de tarifas de agua y los cargos por servicio temporal de agua. Tradicionalmente, todos los clientes que pagan las tarifas de agua en el Distrito de Agua de la Península del Sur están sujetos a una regulación de tarifas.

### PUBLIC HEARING MEETING DATE

Thursday, November 21, 2024  
6:30 p.m.

### MEETING LOCATION

1075 Old County Road, Suite A  
Belmont, CA 94002

To view the agenda, including participation and viewing instructions, go to:  
[MidPeninsulaWater.org/rate-change](https://MidPeninsulaWater.org/rate-change)

To join the Public Hearing online via Zoom, visit: [MidPeninsulaWater.org/zoom](https://MidPeninsulaWater.org/zoom)

The 2024 Water Rate Study, information regarding this public process, frequently asked questions, and water bill calculator are available at:  
[MidPeninsulaWater.org/rate-change](https://MidPeninsulaWater.org/rate-change)

# Customer Connect

## Rate Increase - Prop 218 Process

[MidPeninsulaWater.org/rate-change](https://MidPeninsulaWater.org/rate-change)

English & Spanish

AVISO DE LA PROPOSICIÓN 218

## Información pública sobre las propuestas

Los cambios en sus tarifas por volumen de agua, cargos de agua (Ajuste de estabilización de ingresos) (en conjunto con, en caso de adoptarse, se aplicarían durante los próximos años) (Proposición 218), la cual exige que el Distrito de Agua de la Península del Sur considere los aumentos de MPWD ponde en consideración estos ajustes de tarifas sobre tarifas de agua para 2024) realizado por HF&H asegurar que el Distrito no acumule más ingresos de los que la estructura de tarifas propuesta coincida con los costos reales de las tarifas finales se presentarán ante la Junta Directiva.

FECHA DE LA REUNIÓN DE LA AUDIENCIA PÚBLICA  
Jueves 21 de noviembre de 2024  
a las 6:30 p.m.

LUGAR DE LA REUNIÓN  
1075 Old County Road, Suite A  
Belmont, CA 94002

Para acceder a la agenda, que incluye la participación y visualización de instrucciones, visite el sitio web:  
[MidPeninsulaWater.org/rate-change](https://MidPeninsulaWater.org/rate-change)

Para unirse a la Audiencia Pública en línea a través de Zoom, visite el sitio web:  
[MidPeninsulaWater.org/zoom](https://MidPeninsulaWater.org/zoom)

SEE INSIDE >>>

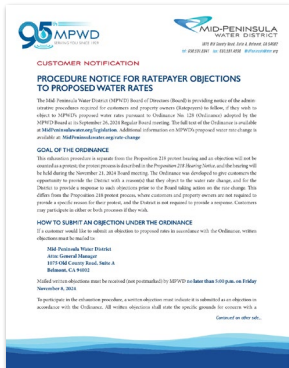
de agua para 2024, la información sobre las preguntas frecuentes y el calculador de tarifas de agua están disponibles en:

[MidPeninsulaWater.org/rate-change](https://MidPeninsulaWater.org/rate-change)

ACCEDER >>>

## Updated Billing Statement Backs

## Ordinance Letter



## Rate Increase Mailers (January & June)

MID-PENINSULA WATER DISTRICT

### NEW WATER RATES EFFECTIVE JANUARY 1, 2025

MISSION STATEMENT

MPWD's mission is to deliver a safe, high-quality, reliable supply of water for current and future generations in a cost-effective, environmentally sensitive, and efficient manner.

Please contact us if there is an opportunity to serve you better: [MidPeninsulaWater.org](https://MidPeninsulaWater.org) or 850-581-8941

APPROVED WATER RATES			
FIXED MONTHLY CHARGES			
Water Meter	Current	Effective January 1, 2025	Rate Effective January 1, 2025
1/2"	\$1.00	\$2.00	\$39.15
3/4"	\$1.00	\$2.00	\$39.15
1"	\$2.00	\$4.00	\$78.30
1 1/2"	\$4.00	\$8.00	\$156.60
2"	\$8.00	\$16.00	\$313.20
2 1/2"	\$16.00	\$32.00	\$626.40
3"	\$32.00	\$64.00	\$1252.80

WATER CONSUMPTION CHARGES (per gallon)			
Water Meter	Current	Effective January 1, 2025	Rate Effective January 1, 2025
1/2"	\$0.001	\$0.001	\$0.001
3/4"	\$0.001	\$0.001	\$0.001
1"	\$0.002	\$0.002	\$0.002
1 1/2"	\$0.004	\$0.004	\$0.004
2"	\$0.008	\$0.008	\$0.008
2 1/2"	\$0.016	\$0.016	\$0.016
3"	\$0.032	\$0.032	\$0.032

Note: 1/2" is a standard residential water meter.

MID-PENINSULA WATER DISTRICT

### July 2025 Update to MPWD Water Rates

UPDATED MAY 2025

The Mid-Peninsula Water District (MPWD or District) Board of Directors held a public hearing and adopted updated water volume rates, meter service charges, and water shortage rate factor (Revenue Stabilization Adjustment) (collectively "water rates") at its November 21, 2024 meeting. Notices were mailed to customers and property owners in compliance with State Law (Proposition 218), which requires the District to inform property owners and water customers that proposed rate increases were being considered. MPWD's Board of Directors adopted the rate adjustments based on the 2024 Water Rate Study conducted by HF&H Consultants, LLC. The study employed rates through 2028 and was designed to ensure that the District does not collect more revenue than is necessary to cover MPWD's costs, and that the rate structure aligns with the proportional cost of providing services.

Consistent with the 2024 Water Rate Study, the District is adopting to rates effective July 1, 2025 to account for the increase in wholesale water rates from MPWD to the District's revenue needs. The July 1, 2025 increase is less than was approved in the 2024 Water Rate Study, because of cost savings relative to rate study assumptions.

Resources

- 2024 Water Rate Study (PDF)
- MPWD's Annual Management Report (PDF)
- MPWD's Capital Improvement Program (CIP)
- Ordinance 188 - Ordinance Setting the Procedures for Ratepayer Objections (PDF)
- Ordinance 188 Notice (PDF)
- Proposition 218 Hearing Notice - English (PDF)
- Proposition 218 Hearing Notice - Spanish (PDF)

Calculate Your Bill

Using recent MPWD bills, calculate your bill to see what other January 1, 2025.

Water Usage in Units (CWT)

Customer Type

Residential

Water Meter


5/8"

SUBMIT

## Rate Change Landing Page with Bill Calculator

## Billing Statement Ads

////// **MPWD 2024 Consumer Confidence Report**



Check your mailbox for the Annual Water Quality Report or read online at...

[MidPeninsulaWater.org/CCR](http://MidPeninsulaWater.org/CCR)

Join the MPWD at... **FREE REGISTRATION!**

### Belmont Blooms

**GIFTS / PRIZES / ACTIVITIES**

Tour Belmont's Community Garden at the Barrett Community Center and learn more about growing your own crop!

[MidPeninsulaWater.org/blooms](http://MidPeninsulaWater.org/blooms)

11am - 12:30pm / Saturday, May 31


**Free LANDSCAPE WORKSHOP**

**TUESDAY, OCTOBER 1, 2024**  
6:00 - 8:00 pm / Open to the Public  
Hosted by the MPWD  
3 Dairy Lane, Belmont, CA 94002

For more details and to register for free, visit:  
[MidPeninsulaWater.org/workshops](http://MidPeninsulaWater.org/workshops)

**CUSTOMER CONNECT** ////

Are you taking advantage of **ONLINE BILL PAY?**




Save time, save money, save paper!  
Pay your bill online, sign up for autopay, go paperless!  
Visit [MidPeninsulaWater.org](http://MidPeninsulaWater.org) and click on **PAY BILL**


**MPWD**

May is #WaterAwarenessMonth  
The MPWD celebrates the critical water resources that sustain our communities and ecosystems.

**Water AWARENESS MONTH**



**WINTER REMINDER**



**REDUCE OR TURN OFF IRRIGATION DURING COOLER DAYS.**

Let the rain do the watering

[MidPeninsulaWater.org/cawayoflife](http://MidPeninsulaWater.org/cawayoflife)

**JOIN MPWD @ NNO 2024**

**City of Belmont**  
August 6, 2024  
6-8 p.m.

**BRING FAMILY & FRIENDS!**

LOOK FOR UPDATES ON THE MPWD WEBSITE

## Board Recruitment

Rate Increase Promocard, Mailer, Billing Statement Ad, Slider Banner

**IMPORTANT CUSTOMER NOTICE**

**Join the MPWD Board of Directors!**

**DIVISIONS 4 or 5**

The MPWD is looking for two community members to serve on its Board. There are two openings anticipated: one within Division 4 and one within Division 5. Community members must live within one of these Division areas and be a registered voter in order to be eligible to serve as a Board Member.

Visit [MidPeninsulaWater.org/candidate](http://MidPeninsulaWater.org/candidate) or scan the QR code at right for more information on the role, benefits, Divisions map, and how to apply.



**CUSTOMER CONNECT**

**Join the Mid-Peninsula Water District Board of Directors!**

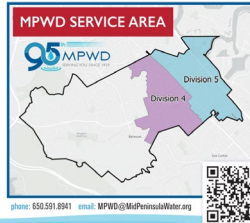

To be eligible, you must live in Divisions 4 or 5 and be a registered voter. Directors receive \$100 per meeting attended and District-paid health insurance.

If you are passionate about water quality, environmental stewardship, and community service, we encourage you to submit an application!

Visit [MidPeninsulaWater.org/candidate](http://MidPeninsulaWater.org/candidate) or scan the QR code at right for more information on the role, benefits, and how to apply.

Sincerely, the MPWD Board of Directors

phone: 650.591.8041 email: [MPWD@MidPeninsulaWater.org](mailto:MPWD@MidPeninsulaWater.org)

**CUSTOMER NOTICE**

**Join the MPWD Board of Directors!**

**DIVISIONS 4 or 5**

The MPWD is looking for two community members to serve on its Board. For more info and how to apply:  
[MidPeninsulaWater.org/candidate](http://MidPeninsulaWater.org/candidate)

## Appreciation/Awareness Campaigns

### APWA National Public Works Week

#### APWA National Public Works Week

From May 18-24, the MPWD will be joining in the celebration of **National Public Works Week (NPPWW)**. This year's theme, "**People, Purpose, Presence,**" highlights three cornerstone ideals that motivate public works professionals to serve in their communities every day. Meeting the needs of people is what gives public works its sense of purpose. Many times, public works professionals will never meet those whose lives have been impacted because when things are going right, no one knows that public works is there. Yet, with or without fanfare, public works is ever present, working in the background to advance quality of life for all.



### ACWA Water Awareness Month

#### MPWD Celebrates Water Awareness Month

Each May, the Mid-Peninsula Water District (MPWD) observes **Water Awareness Month**, a time to recognize the vital role water plays in our daily lives and the importance of sustainable water management. As a proud member of the **Association of California Water Agencies (ACWA)**, the MPWD joins this statewide initiative to highlight our ongoing commitment to delivering safe, reliable water to our community.

##### Building Resilient Infrastructure

In the face of climate change, aging infrastructure, and increasing demand, the MPWD has prioritized investments in modernizing our community's water systems. Our **Capital Improvement Program (CIP)** outlines strategic projects aimed at enhancing water quality, system reliability, and emergency preparedness for generations to come.

**What is water infrastructure?** From aqueducts that carry water supplies throughout the state to water treatment plants that ensure the safety of the water that flows from our taps, water infrastructure plays a vital role in quenching California. Water infrastructure systems also enable us to adapt to our changing climate: protecting our communities from floods, storing excess water in wet years for use in dry ones, transporting available supplies to where they're needed most, and more. (Article continues below)



#### WHAT IS WATER INFRASTRUCTURE?



Water infrastructure is central to the prosperity of California. It refers to the pipes, pumps and facilities that are a vital part of capturing, storing, treating and delivering water to homes, businesses and the farms that grow our food throughout the state. As climate change continues to bring higher temperatures, limited precipitation and frequent weather extremes, water supplies will continue to be strained and require investing in and modernizing these vital systems.

The specific infrastructure that each water agency uses can vary depending on geography and water sources. So, for agencies upstream, catch and deliver water in the most sense way. Downstream, the basic features and components of water infrastructure systems are similar.

##### PRECIPITATION

Precipitation falls as snow or rain. As snow melts, this water flows down from the mountains and into rivers, streams and lakes (either natural or man-made reservoirs).

##### STORAGE

California's systems of **dams, rivers and basins provide natural water supply storage**, with reservoirs in the form of dams or storage tanks (often additional storage). Some regions also have natural groundwater aquifers that collect and store water underground.

##### CONNECTION

Water agencies rely on a complex system of **pipes, pumps, canals and aqueducts** to connect all of our water supplies with our infrastructure systems in order to transport it from the source to the homes, businesses and farms that grow our food.

##### TREATMENT

Water quality and safety is of the utmost importance to California's water managers. Though the treatment methods vary, water managers use rigorous testing and monitoring processes to ensure our drinking water is safe to use.

##### DELIVERY

Water managers use a network of pipes and pumps to deliver safe, reliable water supplies (brought to our homes, businesses and the farms that grow our food).



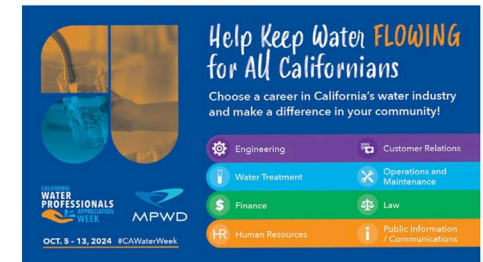
#### Happy Water Professionals Appreciation Week!

OCTOBER 5-13

This week, the MPWD salutes our water professionals who work tirelessly to ensure clean, reliable, and safe water for our community. We appreciate the dedication of our highly trained operators, technicians, specialists, customer service, and administration. Thank you for all you do!



Whether it's working with customers out in the field, collecting and analyzing samples in the lab, or shaping complex policies and regulations, there is a place in California's water industry for anyone interested in managing and protecting this life-sustaining resource. A career in California water provides a great opportunity to earn a good living and make a difference in your community. Check out available careers by visiting [ACWA.com/careers](https://www.acwa.com/careers)







# Administration/Operations



Prepared for MPWD by  
JRocket77 Design & Marketing

## NEW! CRM Platform

**CRM Engagements**

Month	Engagements
July 25 (to date)	38
June 25	107
May 25	53
April 25	42
March 25	40

## Residential Termination Policies

### Past Due Bills

California Senate Bill 998, effective February 1, 2020, established new requirements for residential water service termination for non-payment of a water utility bill. The Mid-Peninsula Water District has created a **Residential Water Service Termination Policy** to comply with these requirements.

**Residential Termination Policy - Effective December 1, 2024**

- English (PDF)
- Chinese (PDF)
- Korean (PDF)
- Spanish (PDF)
- Tagalog (PDF)
- Vietnamese (PDF)

**Resolution 2024-24 Adopting Update to the Water Service Termination Policy - November 21, 2024 (PDF)**  
**Ordinance No. 121 Amending MPWD Water Service Ordinance No. 103 regarding Termination of Water Service (PDF)**

Section 16819 of the California Water Shutoff Protection Plan requires an urban and community water system to report the number of annual disconnections of residential service for inability to pay on the water system's internet website.

**\*The total number of disconnections are reported to the Board each month and are included in the AS restored once customer payment has been received and/or a payment plan has been established.**

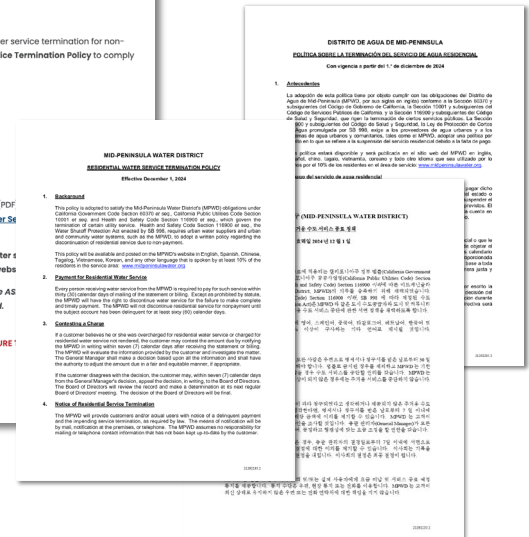
**RESIDENTIAL SERVICE CONNECTIONS THAT HAD WATER SHUT OFF ONCE DURING THE YEAR DUE TO FAILURE\***

2025 - 8 residential customers (through March 31, 2025)

2024 - 39 residential customers

2023 - 20 residential customers

## Multiple Language Sets



## NEW! Name Badges



## APWA First Responder Graphics



## Graphics on Ford Maverick





# 2025 Goals



## WATER CONSERVATION/COMMUNITY OUTREACH

- Continue steady, but low-key California Way of Life water efficiency campaign. Cultivate the brand and lifestyle advocacy while mitigating “conservation burnout.”
- Adjust conservation messaging according to changing water supply conditions.
- Support community event participation, workshops, school programs, and field trips.
- Retool annual student water poster contest with Drew.

## RATE PAYER RELATIONS

- Use Customer Connect umbrella to reinforce importance of investments in infrastructure and personnel.
- Continue Water Worker Hero PR campaign to focus on vitalness of MPWD staff to infrastructure.
- Convey value, quality, and excellence to Rate Payers amidst upward rate adjustments.
- Continue high level of transparency and accessibility.
- Support upcoming CIP project rollouts and keep Rate Payers well informed.
- Develop platform/outreach for MPWD Backflow Prevention & Cross-Connection Control Program.
- Promote XBP bill pay portal adoption.

## WEBSITE

- Further develop online Disaster Preparedness resources for Rate Payers.
- Institute WCAG 2.1 accessibility review for DOJ conformance. Develop policy and testing SOP.
- Support new staff on website CMS and CRM, as needed.
- Continue development of the CRM platform (analytics, email integration, etc.).
- Research modern replacements for MPWD's News Flash infrastructure.
- Look for opportunities to modernize the website and provide more interactive features.

*Thank You!*



## ***AGENDA ITEM NO. 8.B.***

DATE: July 24, 2025  
TO: Board of Directors  
FROM: Alison Bell, Administrative Services Manager

---

**SUBJECT: APPROVE UPDATED COVID-19 PREVENTION PLAN**

---

### **RECOMMENDATION**

Approve the Update COVID-19 Prevention Plan.

### **FISCAL IMPACT**

None.

### **BACKGROUND**

In response to the COVID-19 outbreak and in compliance with Cal/OSHA emergency regulations, the Mid-Peninsula Water District (MPWD) initially developed and implemented its COVID-19 Prevention Plan (CPP) to protect employee health and safety. The CPP was first created on January 7, 2021 and last reviewed on February 19, 2021. This document has also been used as a training tool for all current employees and continues to be provided to all new hires to ensure ongoing awareness and compliance. The plan provides a clear framework for identifying, evaluating, and correcting COVID-19 hazards in the workplace, and continues to be updated in accordance with evolving state guidelines.

It is noted that the District maintains and periodically updates its Injury and Illness Prevention Program (IIPP). The updated COVID-19 Prevention Plan will be incorporated into the IIPP. The IIPP covers operational policies related to all workplace hazards, including risks posed by infectious diseases like COVID-19 and others.

### **SUMMARY**

The current CPP included outdated protocols and guidelines that no longer reflect the latest Cal/OSHA requirements. This updated and simplified CPP has been created to encompass all current state guidelines and ensure that MPWD remains compliant with Cal/OSHA's COVID-19 Prevention Requirements.



# **COVID-19 PREVENTION PLAN**

Updated July 2025

## **I. PURPOSE AND SCOPE**

The purpose of this COVID-19 Prevention Plan (CPP) is to ensure compliance with California Labor Code section 6400 and Title 8, CCR section 3203 (Injury and Illness Prevention Program - IIPP) requirements for maintaining a safe and healthy workplace, with specific attention to COVID-19 as a potential workplace hazard when applicable.

Effective February 3, 2025, all specific COVID-19 prevention regulations (8 CCR sections 3205, 3205.1, 3205.2, and 3205.3) expired, except for subsection 3205(j) (Reporting and Recordkeeping), which remains in effect until February 3, 2026.

## **II. RESPONSIBILITY**

The General Manager has overall authority and responsibility for ensuring that COVID-19 hazard evaluation and recordkeeping requirements are met. Supervisors are responsible for ongoing compliance with the IIPP, including addressing COVID-19 hazards if identified.

## **III. IDENTIFICATION, EVALUATION, AND CORRECTION OF COVID-19 HAZARDS**

COVID-19 must be treated like any other workplace hazard under the IIPP.

If COVID-19 is identified as a hazard in the workplace, the District will:

- Identify and evaluate unsafe or unhealthy conditions, work practices, or procedures.
- Correct unsafe conditions in a timely manner based on the severity of the hazard.
- Provide training and instruction as necessary.
- Implement controls to reduce or eliminate exposure.
- Communicate with employees about any identified COVID-19 hazard.

## **IV. REPORTING AND RECORDKEEPING (SUBSECTION 3205(j))**

Until February 3, 2026, the District will:

- Keep a record of all work-related COVID-19 cases, including:
  - Employee name
  - Contact information
  - Position
  - Location where the employee worked
  - Date of last day at the workplace
  - Date of positive COVID-19 test and/or diagnosis
- Retain records for two years beyond the period necessary to meet this requirement.
- Provide COVID-19 case information to the local health department, CDPH, Cal/OSHA, and/or NIOSH when required by law.

## **V. EMPLOYEE RESPONSIBILITIES**

All employees are responsible for:

- Reporting potential COVID-19 hazards, symptoms, or positive cases promptly.
- Following safe work practices and all directives issued under the IIPP.

## **VI. COMMUNICATION**

The District will communicate with employees regarding:

- COVID-19 as a potential workplace hazard, if applicable.
- Procedures for reporting hazards and cases.
- Benefits and leave options available to employees impacted by COVID-19.

## **VII. EXCLUSION AND RETURN-TO-WORK**

In alignment with the IIPP and public health guidance, the District will:

- Exclude COVID-19 cases or exposed employees as needed to maintain a safe workplace.
- Follow current isolation and return-to-work criteria consistent with public health recommendations.

## **VIII. TRAINING**

All employees will receive training under the IIPP, including:

- Recognizing and correcting workplace hazards, including COVID-19 if identified.
- Procedures for hazard reporting.
- Employee rights and protections.

## **IX. PROGRAM REVIEW**

This plan will be reviewed and updated as needed based on changes in law, guidance, or workplace conditions. Subsection 3205(j) recordkeeping requirements remain in effect through February 3, 2026.

I understand the policies and procedure that I was given, however, I understand that if I have further questions regarding any of the above topics, I may contact Alison Bell. I further agree that I will abide by MPWD's COVID-19 policies and procedures.

---

**Employee Signature**

---

**Employee Printed Name**

---

**Date**



### ***AGENDA ITEM NO. 8.C.***

DATE: July 24, 2025

TO: Board of Directors

FROM: Kat Wuelfing, General Manager  
Rene A. Ramirez, Operations Manager

---

**SUBJECT: CONSIDER ADOPTING A HAPPY HYDRANT PROGRAM POLICY**

---

#### **RECOMMENDATION**

Consider adopting the proposed Happy Hydrant Program Policy.

#### **FISCAL IMPACT**

The way the proposed policy is written, the District will be responsible for preparing the hydrant surface for painting. We estimate that it will take an employee approximately 2 hours to prepare each of the 23 hydrants included in the program, resulting in a cost of staff time. Ongoing, painted hydrants will require some additional maintenance, including maintaining street markings that indicate the hydrant pressure since the hydrant caps are not painted per the color-code system. Given the additional staff time and maintenance needed, the total number of hydrants included in the program is limited to 24 hydrants, and focused on those with a high level of visibility to the community.

#### **BACKGROUND**

The City Parks, Recreation & Culture department reached out to OM Ramirez regarding painting some "Happy Hydrants" as part of the City's Centennial celebration in 2026. At the May 2026 Board meeting, staff provided some background regarding the history of Happy Hydrants at the District, and received feedback and direction from the Board to develop a policy that supports the City's desire for a program, but considers District needs and lessons learned from the prior Happy Hydrant programs.

In the 1970s, the Mid-Peninsula Water District ("District") first partnered with the City of Belmont ("City") for a "Happy Hydrant" program wherein community members were allowed to paint District fire hydrants as fun historical characters and other designs to celebrate the City's 50th anniversary as well as the country's bicentennial anniversary.

Approximately 80 of the original Happy Hydrants were refurbished in the early 2000s. Some of the hydrants originally painted in 1976 still remain in the system, but many of the over 300 originally painted hydrants have been replaced as the hydrants reach their end of life. These hydrants have been beloved by the community for the last 50 years, and several news articles have been published about them, including the attached Daily Journal and KQED articles.

In 2021, one young community member worked with the District to restore the painting of a hydrant on the corner of Ralston and Hallmark. He presented the project to the District Board of Directors after it was complete – his presentation is also provided as an attachment.

## **DISCUSSION**

The proposed policy is attached, and includes a map and photos identifying 24 specific hydrants to be included in the program. This policy has been reviewed by District Counsel as well as provided to the San Mateo Consolidated Fire Department for feedback. Staff will present the proposed policy to the Board.

Of note, two of the 24 hydrants are already painted as happy hydrants. While these hydrants are of an older style, they do meet the District's current standards and thus are not anticipated to be replaced in the near term. The policy includes a sentence that "These hydrants may either be repainted with the same design, or repainted with a new design as desired." The Board is asked to, in particular, consider this sentence and adjust if desired.

Attachments:      Proposed Happy Hydrant Program Policy, including map and photos  
Daily Journal, Belmont hydrants dousing the city with happiness, dated August 29, 2000  
KQED, The Story Behind Belmont's Painted Fire Hydrants, dated September 20, 2018  
Painting and Restoring Fire Hydrants in the Belmont Heights Neighborhood, 2021



## **“Happy Hydrant” Program Policy**

### **Mid-Peninsula Water District**

#### **Background**

The Mid-Peninsula Water District (“District”) originally partnered with the City of Belmont (“City”) in the 1970s for a “Happy Hydrant” program, allowing community members to paint District fire hydrants in celebration of the City’s 50<sup>th</sup> anniversary and the U.S. bicentennial anniversary. These Happy Hydrants have been beloved by the community for the last 50 years, and City staff have expressed interest in a new Happy Hydrant program in 2026 as part of the City’s 100<sup>th</sup> anniversary celebration. The District is supportive and proud to be a partner in this celebration and opportunity to bring vibrant public art to the community.

#### **Policy Purpose**

This policy establishes the terms and conditions under which the Happy Hydrant program may proceed, as adopted by the District’s Board of Directors.

#### **Program Requirements**

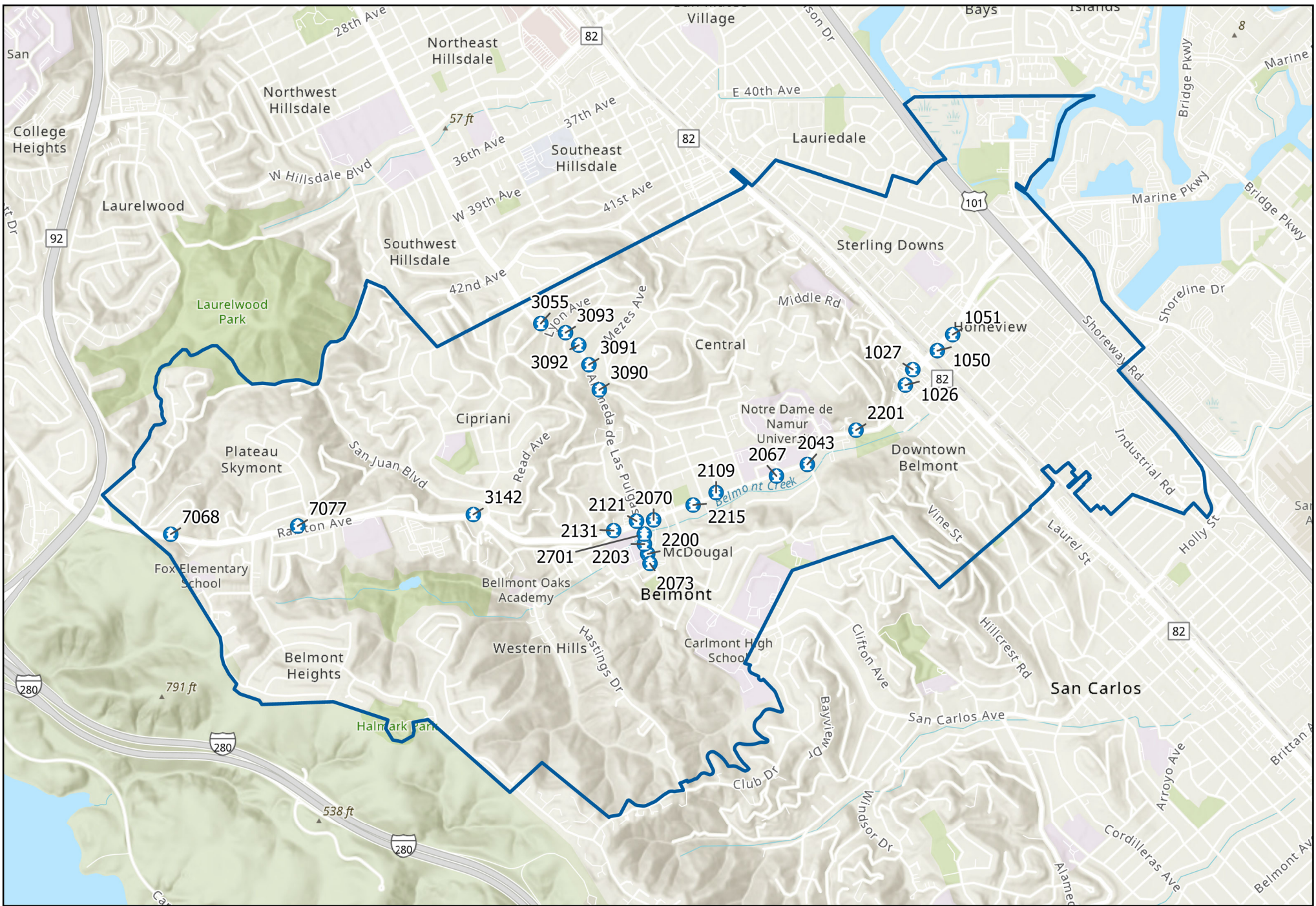
1. Only hydrants identified on the attached map and photos are eligible. The selected hydrants are:
  - a. Owned by the District,
  - b. Located along Alameda de las Pulgas and Ralston Avenue in visible areas,
  - c. Not anticipated to be replaced or relocated in the near-term, and
  - d. Comply with current District hydrant standards.
2. Two of the hydrants identified on the attached map are currently painted as Happy Hydrants, and were included in the original 1970s program. These hydrants may either be repainted with the same design, or repainted with a new design as desired.
3. Program participants must sign an acknowledgment form stating that they are aware that the fire hydrant they paint is an integral part of the District’s infrastructure designed to operate during critical emergencies and that the District retains the right to remove, replace, or perform maintenance on the hydrants at any time, notwithstanding the potential for such actions to result in damage to any artwork or painting thereon. Additionally, fire department staff may also operate the hydrants in such a way that may damage the paint.



4. The City and program participants must sign a release of liability acknowledging that the District, its Board of Directors, employees and agents are not responsible in any way for any injury or property damage directly or indirectly associated with this program.
5. The City will be responsible for administering the Happy Hydrant program, including soliciting and reviewing applications, scheduling and managing the painting, and providing or arranging for paint materials. The fire hydrant must stay operable at all times during the painting process. In addition, the hydrant designs must conform to the following restrictions:
  - a. Paint used on the hydrant will be limited to Benjamin Moore Super Spec HP D.T.M Alkyd Low Lustre P23 paint.
  - b. The area surrounding the hydrant must be kept clean and orderly during all painting activities. A provided drop cloth must be securely taped around the base of the hydrant to protect the sidewalk, ground, and any adjoining surfaces.
  - c. Paint must not interfere with the operational functionality of the hydrant. Specifically:
    - i. Hydrant threads must remain unpainted.
    - ii. Paint must not seep into any components in a manner that could impair operation.
  - d. Painting may not reduce the hydrant's visibility. The following restrictions apply:
    - i. Paint may not be all black, all white, dark camouflage green, or use patterns and/or designs that reduce the hydrant's visibility.
    - ii. Paint colors may not be the same color as the vegetation or items surrounding the hydrant.
    - iii. Black paint may not cover more than 20% of the overall hydrant.
    - iv. Use bright, vibrant colors.
  - e. No objects may be attached to or added onto the hydrant.
  - f. Design must be appropriate for public places. The following are strictly prohibited:
    - i. Paintings/art cannot endorse an individual or business
    - ii. No offensive, derogatory or obscene graphics
    - iii. No gang tags
  - g. Logos, copyrighted or trademarked graphics are not permitted.
6. As administrators of the Happy Hydrant program, the City is responsible for pedestrian safety and any traffic control needed during the painting process.

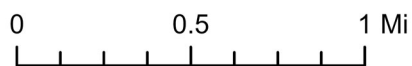
7. As administrators of the Happy Hydrant program, the City is responsible for any encroachment permit required per City Ordinance 22-6 or other City permitting requirements, including preparing and submitting the application to the Public Works Director, any third-party costs to prepare the application, notifying nearby property owners, and obtaining approval from City Council.
8. Program participants will be required to submit their proposed designs to the City for review and approval prior to painting. District staff will review designs prior to approval to make sure the design does not interfere with operations.
9. The District will prepare the selected fire hydrant surfaces for painting. The City will coordinate with the District to allow for adequate time for the preparation work to be completed. For an individual hydrant, a minimum of two weeks' notice will be given to the District before painting. For larger batches of hydrants, additional time will be needed, and the schedule should be coordinated closely with District staff.
10. When a painted Happy Hydrant is decommissioned by the District, District staff will reach out to the community members involved in painting that hydrant, and the decommissioned hydrant will be offered to the program participants at no cost. The hydrant will secondarily be offered to business and neighbors in the immediate vicinity. Program participants will be responsible for maintaining their contact information with the District, if they desire to be contacted upon decommissioning. It is noted that the time an individual hydrant will be decommissioned cannot be known. Recipients of a decommissioned Happy Hydrant will be required to pick the hydrant up from the District's corporation yard.

Policy adopted by the Mid-Peninsula Water District Board of Directors on July 24, 2025.





-  Water Hydrants
-  MPWD Service Area



# Happy Hydrants



## Eligible Hydrants 2026 Happy Hydrant Program





## Eligible Hydrants 2026 Happy Hydrant Program





## Eligible Hydrants 2026 Happy Hydrant Program





## Eligible Hydrants 2026 Happy Hydrant Program





## Eligible Hydrants 2026 Happy Hydrant Program





## Eligible Hydrants 2026 Happy Hydrant Program



[https://www.smdailyjournal.com/opinion/columnists/belmont-hydrants-dousing-the-city-with-happiness/article\\_e20eb10e-8a08-11e8-a2d8-2f8a1b0509f7.html](https://www.smdailyjournal.com/opinion/columnists/belmont-hydrants-dousing-the-city-with-happiness/article_e20eb10e-8a08-11e8-a2d8-2f8a1b0509f7.html)

From the Daily Journal archives

## Belmont hydrants dousing the city with happiness

Aug 29, 2000



If you have ever wondered what George Washington, Dolly Madison or Paul Revere would look like portrayed as a fire hydrant, Belmont is the place to look. As you travel around the city, you can find whimsical impressions of historical figures colorfully painted on fire hydrants. These special little “Happy Hydrants” are the enduring legacy of our country’s 1976 Bicentennial, and also the 50<sup>th</sup> Anniversary commemoration of the city of Belmont’s 1926 incorporation.

Jim McLaughlin, a long-time Belmont resident and retired Belmont City Clerk, along with Belmont Mayor Terri Cook, are co-chairs for the Happy Hydrants Committee, which was responsible for the original artwork, and is still dedicated to its upkeep. According to Mr. McLaughlin, about three hundred of the city’s fire hydrants were painted in 1976 by volunteers, as part of a celebration that lasted over a period of several months. Each hydrant depicted important people, flags, and events in our nation’s history. And then, ten years ago, about eighty of the originally painted hydrants were refurbished.



The hydrants along Ralston Avenue, El Camino, and the Alameda, are now in the process of being spruced up, in anticipation of Belmont's 75<sup>th</sup> Anniversary celebration scheduled for October 26, 2001.

Both McLaughlin, and San Mateo Superior Court Judge Quentin Kopp, were instrumental in the original Happy Hydrants project kickoff. They are also responsible for the project's perpetuation, by drafting an amendment to a state law that required all hydrant standard fitting caps and tops to be painted in any one of four colors to reflect the hydrant's water pressure. Instead, color-coded reflector buttons placed in the center of the streets, and a spot of color painted on curbs would direct firefighters in time of need. This new amendment has not yet been implemented, however.

There is a hydrant with the caricature of former State Senator Quentin located near the entrance to Belmont City Hall on Sixth Street, between Ralston and O'Neill Avenue, honoring his involvement in the Happy Hydrants project. It was originally painted by artist Gail Gandolfi, who is a member of the Belmont Art Commission, and also co-chair for the 75<sup>th</sup> Anniversary event.

Volunteers wishing to be involved in hydrant painting for next year's 75<sup>th</sup> Anniversary observance are invited to contact Jim McLaughlin at (650) 593-5723. There is a \$15.00 application fee. Paint will be supplied, and Valerie Dohrenwend will review artist's sketches.



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Always free. [Subscribe](#)[News](#)[Election 2020](#)[Politics](#)[Education](#)[Housing](#)[Immigration](#)[Criminal Justice](#)[Silicon](#)**LISTEN** 6 minBy [Suzie Racho](#) Sep 20, 2018

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After Ben Hilmer and his wife, Sarah, had a baby, he began taking daily walks with his daughter around his **Belmont** Hills neighborhood. He called this trek "dad loop." And on "dad loop," a fire hydrant caught his eye. It's painted as a patriotic character, sporting a fading blue hat, and red-and-white striped pants.

# BAY CURIOUS

**Bay Curious** is a podcast that answers your questions about the Bay Area. Subscribe on **Apple Podcasts**, **NPR One** or your favorite podcast platform.

Before long, Ben was noticing more and more of these decorated hydrants around town.

"Belmont doesn't have an established downtown," he says. "So the hydrants made it feel like a community. It made me proud to be from Belmont."



Listener Ben Hilmer spied this painted hydrant a block from his house. (Suzie Racho/KQED)

Now he wants to know more about the hydrants. He asked Bay Curious: "Who painted the fire

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The United States was preparing to celebrate its 200th birthday — the Bicentennial — in 1976. Communities around the country hosted parades, fireworks displays and concerts — and a few towns gave their fire hydrants patriotic makeovers. Belmont was among them.

The idea was inspired by a program called "Paint a Plug For America," which originated in Indiana.



Photo albums at Belmont History Room document all the hydrants painted in the early 1970s, including a few that wouldn't get the OK today. (Suzie Racho/KQED)

Denny says Belmont was also marking 50 years of cityhood when residents came together to decorate more than 300 of the city's hydrants.

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## Who Painted Belmont's 'Happy Hydrants'? | Bay Curi...



At Belmont's History Room in Twin Pines Park, Denny shows us three big photo albums documenting the hydrant project.

"I did a Betsy Ross," Denny says. "And there are probably four to five Betsy Rosses around town, but all of them are different."

In the albums are a few designs that definitely wouldn't get the OK today, including a Chinese man in a coolie hat with a Fu Manchu mustache, and a Native American character called "Chief Running Water." But Denny says, for the most part, the designs focused on the patriotic.

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Belmont Historian Denny Lawhern with Bay Curious listener Ben Hilmer. (Suzie Racho/KQED)

## The Hydrants Today

Over the years, due to age or damage, the army of painted hydrants has shrunk. They were **almost wiped out** completely in the '90s, when the 1991 East Bay Hills Fire changed state law. All fire hydrants had to be painted in uniform colors to identify water capacity. But Belmont's "Happy Hydrants" were saved thanks to **SB 1437**, a bill signed in 1998. It allowed Belmont to use color-coded reflector buttons and curb markings near the decorated hydrants, instead of covering over their dapper duds.

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A hydrant near City Hall commemorates former state senator Quentin Kopp and his bill, SB 1437, which saved Belmont's 'Happy Hydrants.' (Suzie Racho/KQED)

Today, Denny thinks there are only about 50 to 60 of the more than 300 original painted hydrants left. And most are in rough shape. He says that a lot of the painted hydrants were in front of people's houses, and that upkeep dried up as families moved away.

There have been a few Independence Day paintings after the Bicentennial, but nothing official. Denny hopes they can get enough interest to repaint them for Belmont's 100th anniversary in 2026.

# WHAT'S YOUR QUESTION?

What do you wonder about the Bay Area, its culture or people that you want Bay Curious to investigate?

0/200

## Your contact info

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# Painting and Restoring Fire Hydrants in the Belmont Heights Neighborhood

By: Matthew Ruff



# Hydrant Restoration

This hydrant is located at the corner of Ralston and Hallmark which is the entrance to my neighborhood, and I look at it everytime I come home.

This fire hydrant is already painted with an American flag and Uncle Sam theme.

It appears this was done in 1976 and repainted in 2000. The paint is faded and rusted.

This is a beautiful piece; it just needs a little love. My goal is to bring it back to life by restoring it with the original colors and design.

I received approval for this project from BHCA on May 19, the Mid-Peninsula Water District on May 27, and the SMCDF on June 4, 2021.



# Before

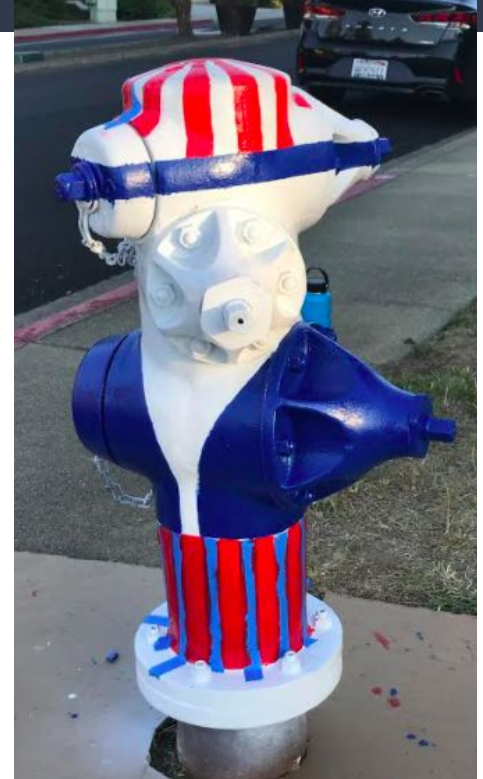




# Cleaning and Priming



# Taping and Painting





# After



# Thank you !!

BHCIA

Mid-Peninsula Water District

SMCFD

Belmont Woods

Nextdoor Community

Belmont Community



***AGENDA ITEM NO. 8.E.***

DATE: July 24, 2025  
TO: Board of Directors  
FROM: Rene A. Ramirez, Operations Manager

---

**SUBJECT: RECEIVE REPORT ON:**  
- CALIFORNIA AND SAN FRANCISCO REGIONAL WATER  
SYSTEM CONDITIONS

---

**RECOMMENDATION**

Receive verbal report.

**FISCAL IMPACT**

None.

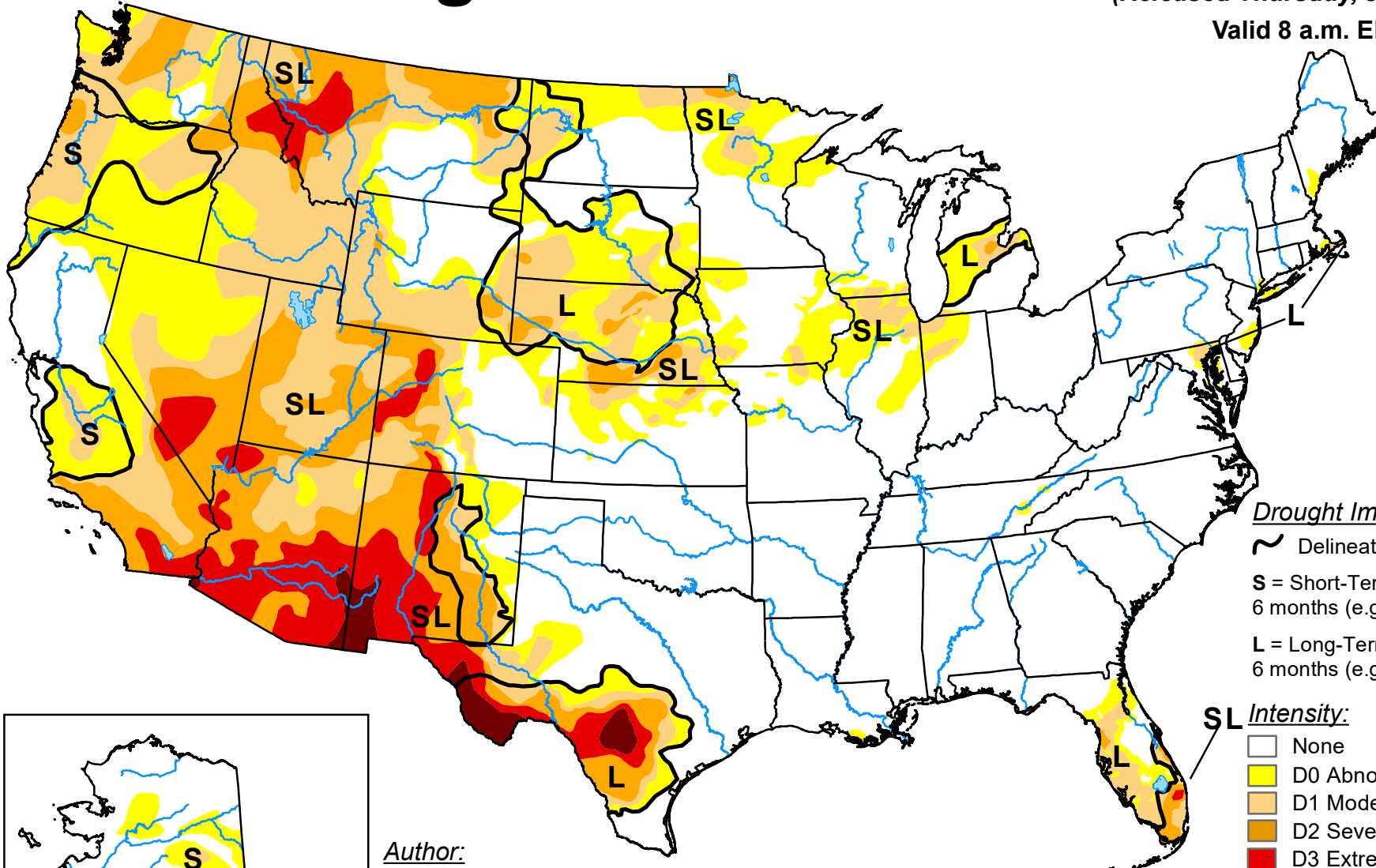
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# U.S. Drought Monitor

July 1, 2025

(Released Thursday, Jul. 3, 2025)

Valid 8 a.m. EDT



## Drought Impact Types:

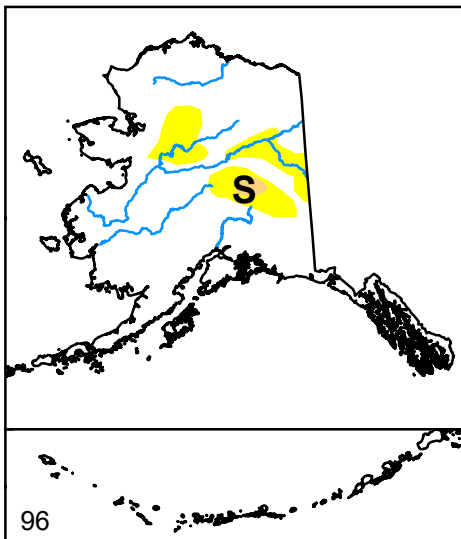
~ Delineates dominant impacts

**S** = Short-Term, typically less than 6 months (e.g. agriculture, grasslands)

**L** = Long-Term, typically greater than 6 months (e.g. hydrology, ecology)

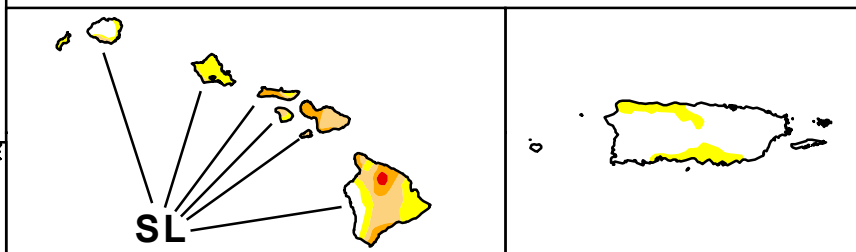
## **SL** Intensity:

- None
- D0 Abnormally Dry
- D1 Moderate Drought
- D2 Severe Drought
- D3 Extreme Drought
- D4 Exceptional Drought



## Author:

Curtis Riganti  
National Drought Mitigation Center



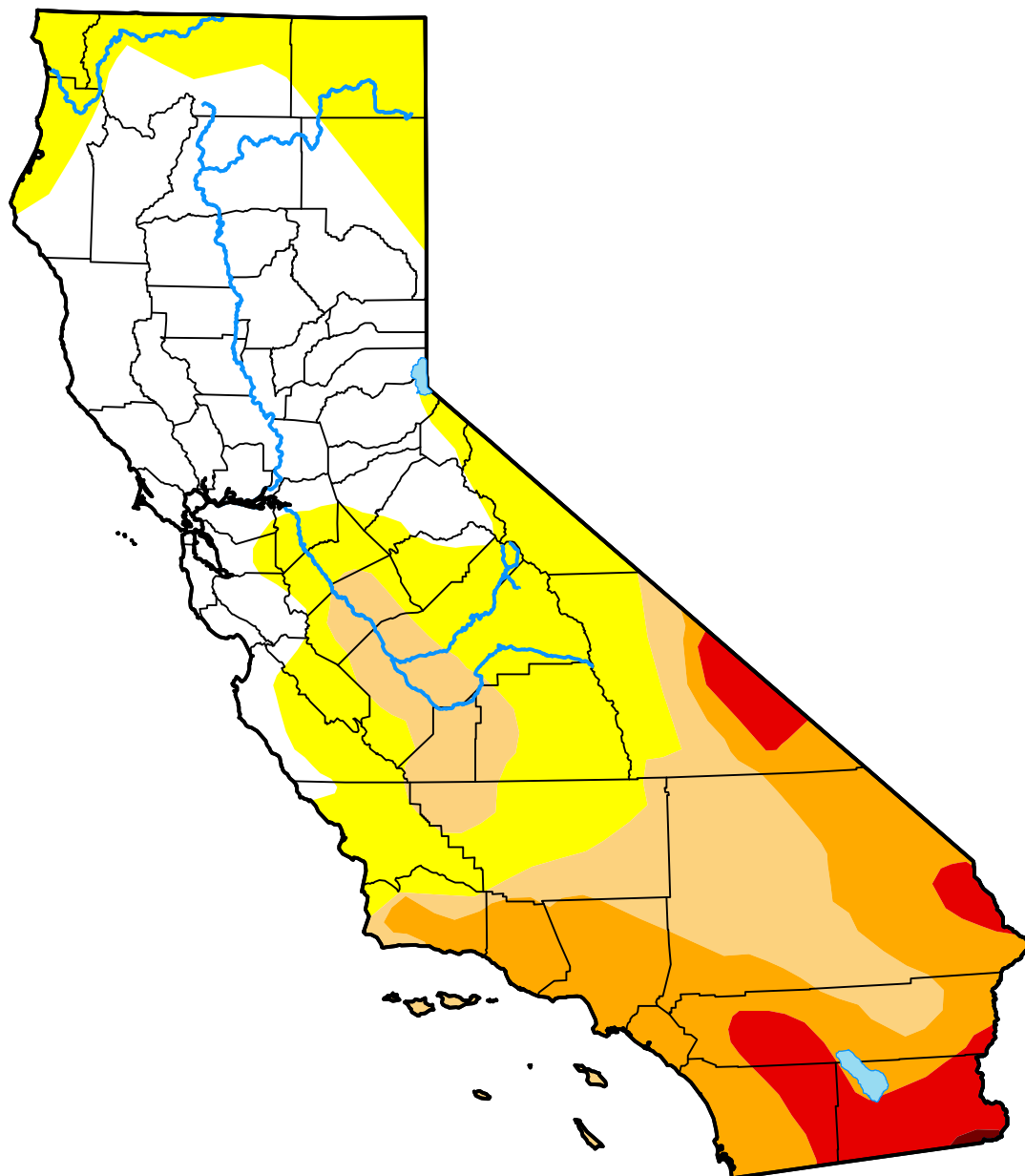
The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>



[droughtmonitor.unl.edu](https://droughtmonitor.unl.edu)

# U.S. Drought Monitor California

**July 1, 2025**  
(Released Thursday, Jul. 3, 2025)  
Valid 8 a.m. EDT



*Drought Conditions (Percent Area)*

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
<b>Current</b>	32.19	67.81	39.29	22.98	5.91	0.10
<b>Last Week</b> <i>06-24-2025</i>	32.17	67.83	39.29	22.98	5.91	0.10
<b>3 Months Ago</b> <i>04-01-2025</i>	43.71	56.29	39.81	24.73	11.77	0.73
<b>Start of Calendar Year</b> <i>01-07-2025</i>	39.11	60.89	35.93	10.43	1.06	0.00
<b>Start of Water Year</b> <i>10-01-2024</i>	28.40	71.60	10.67	0.08	0.00	0.00
<b>One Year Ago</b> <i>07-02-2024</i>	94.25	5.75	0.00	0.00	0.00	0.00

**Intensity:**

None	D2 Severe Drought
D0 Abnormally Dry	D3 Extreme Drought
D1 Moderate Drought	D4 Exceptional Drought

*The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>*

**Author:**

Curtis Riganti  
National Drought Mitigation Center

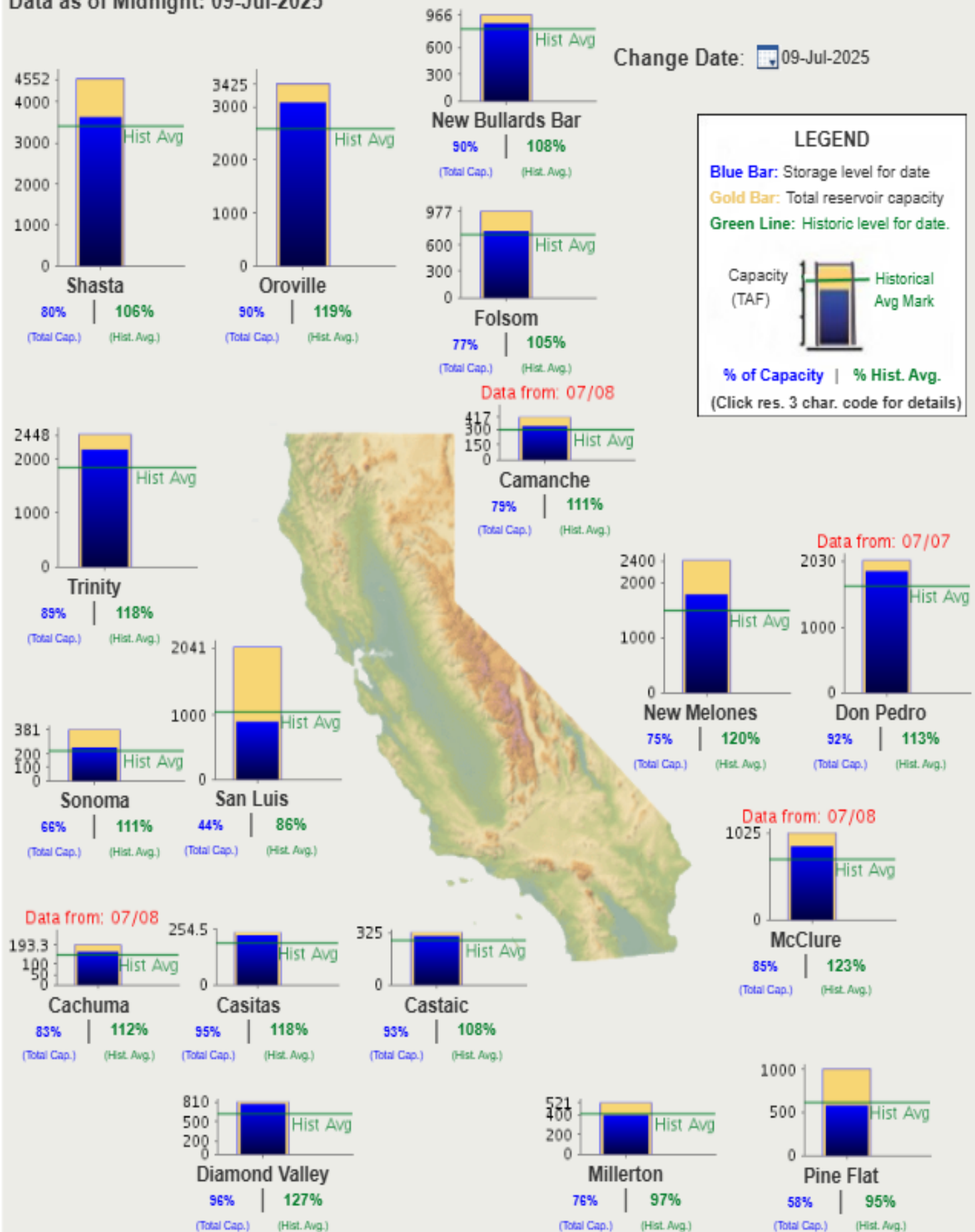


**droughtmonitor.unl.edu**



CURRENT CONDITIONS: MAJOR WATER SUPPLY RESERVOIRS:09-JUL-2025

Data as of Midnight: 09-Jul-2025



[Click to download printable version of current data.](#)

Report Generated: 10-Jul-2025 9:52 AM

The CSI link has been disabled to zoom in, for the lack of historical data.

Precip Data Ending 4pm on	July 1, 2024 to June 29, 2025					Last Year on June 23, 2024		
City	To Date			Full Season		Rainfall to (inches)	Rainfall Normal (inches)	% Normal
	Rainfall July 1 to June 29 (inches)	Rainfall Normal (inches)	% Normal	Rainfall Normal (inches)	% Normal			
San Francisco Downtown	19.85	22.91	87%	22.89	87%	25.82	22.69	113%
SFO Airport	16.16	19.70	82%	19.64	82%	20.19	19.50	104%
Oakland	9.38	18.65	50%	18.68	50%	16.34	18.66	88%
San Jose	9.32	13.53	69%	13.48	69%	17.15	13.46	127%
Sacramento - Exec AP	13.82	18.14	76%	18.14	76%	18.16	19.18	95%
Modesto	8.84	12.29	72%	12.27	72%	18.01	12.26	147%
Fresno	8.41	10.95	77%	10.99	77%	10.18	10.98	93%
Bakersfield	4.24	6.37	67%	6.36	67%	7.91	6.36	124%
Santa Barbara	7.09	17.42	41%	17.25	41%	25.46	17.24	148%
LAX Airport	5.12	12.21	42%	12.23	42%	22.21	12.22	183%
Los Angeles Downtown	8.17	14.25	57%	14.25	57%	25.19	14.24	177%
San Diego Montgomery Field	5.3	11.06	48%	11.02	48%	14.80	11.01	134%
Palm Springs	1.68	4.25	40%	4.61	36%	6.47	4.61	141%

Data from NOAA  
ggweather.com

M = missing

Rain season - July 1 through June 30

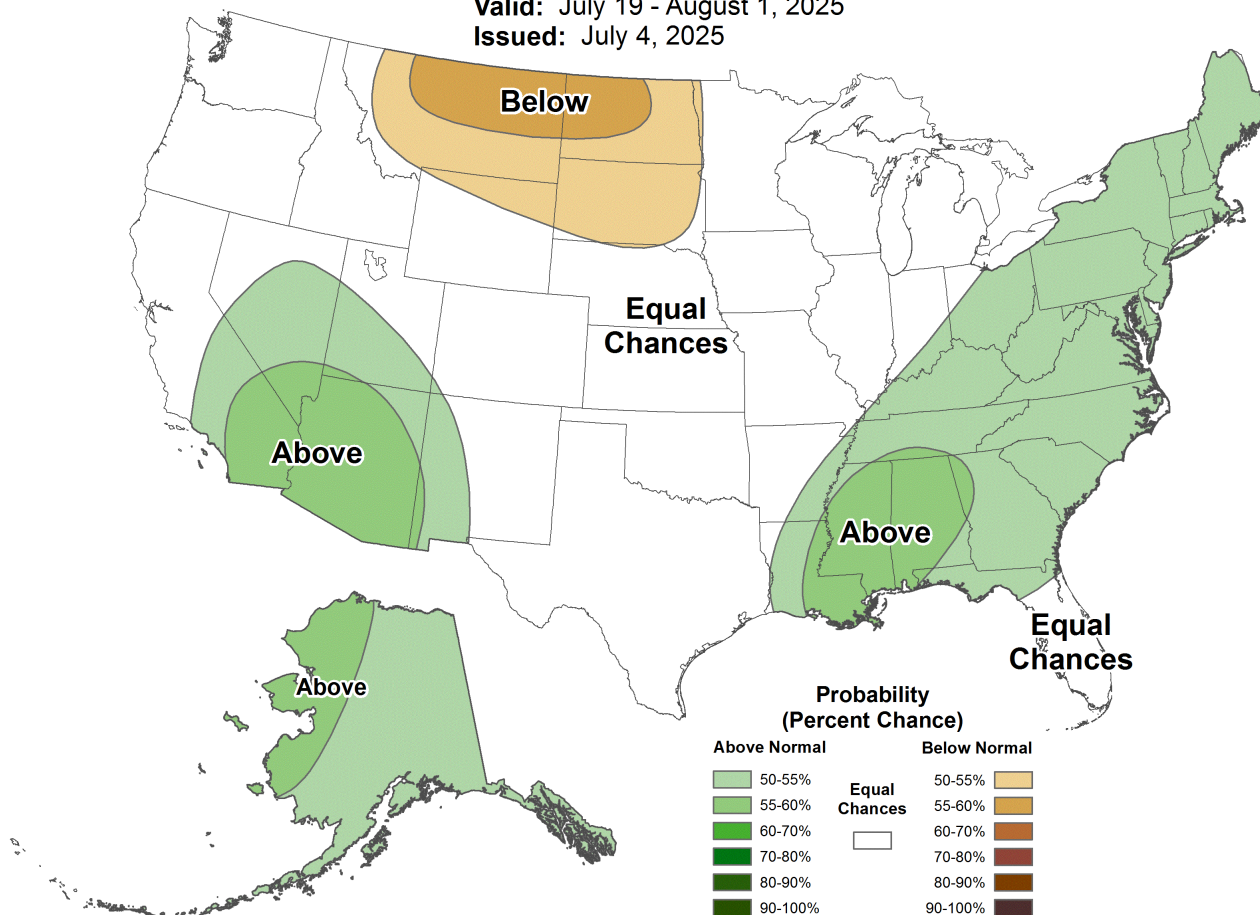


# Weeks 3-4 Precipitation Outlook



Valid: July 19 - August 1, 2025

Issued: July 4, 2025



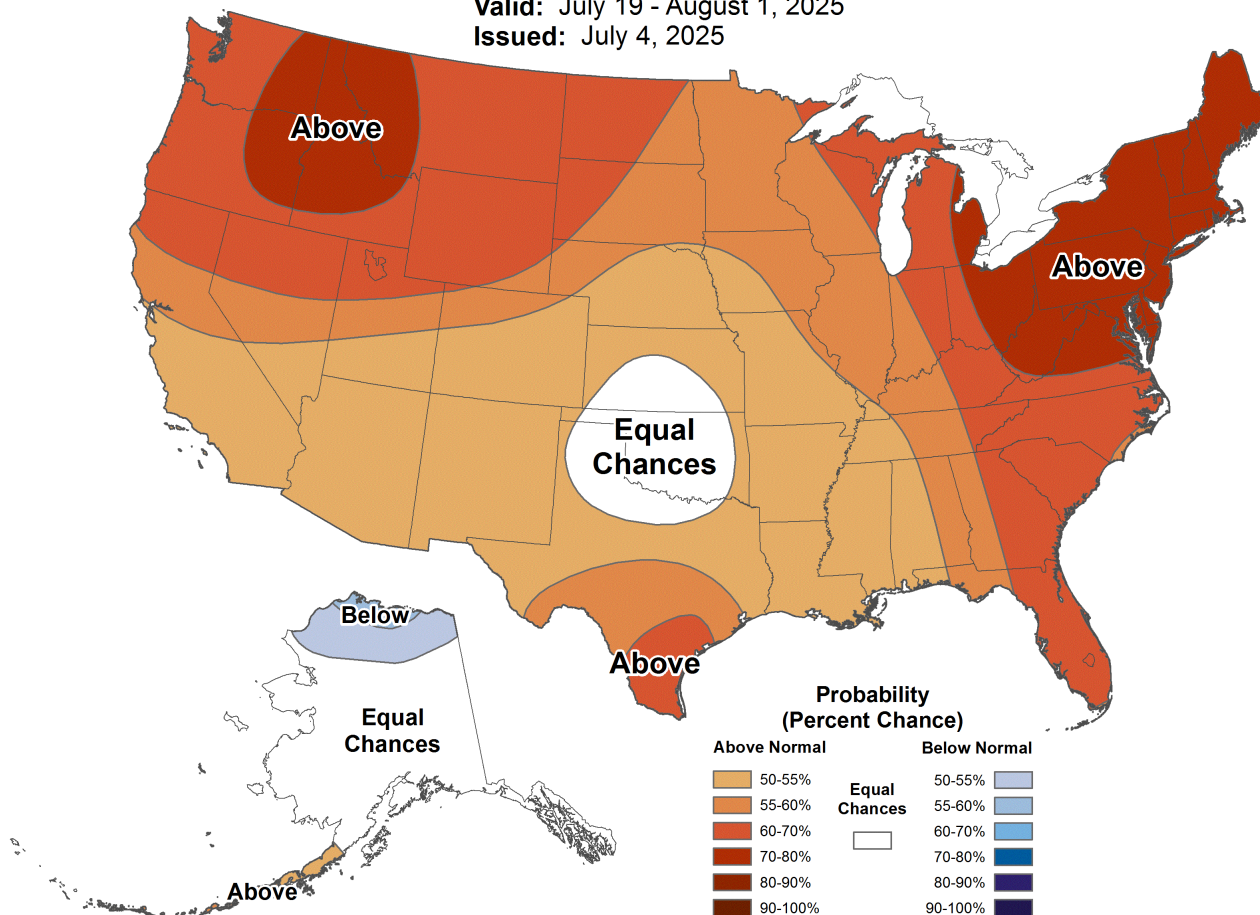


## Weeks 3-4 Temperature Outlook

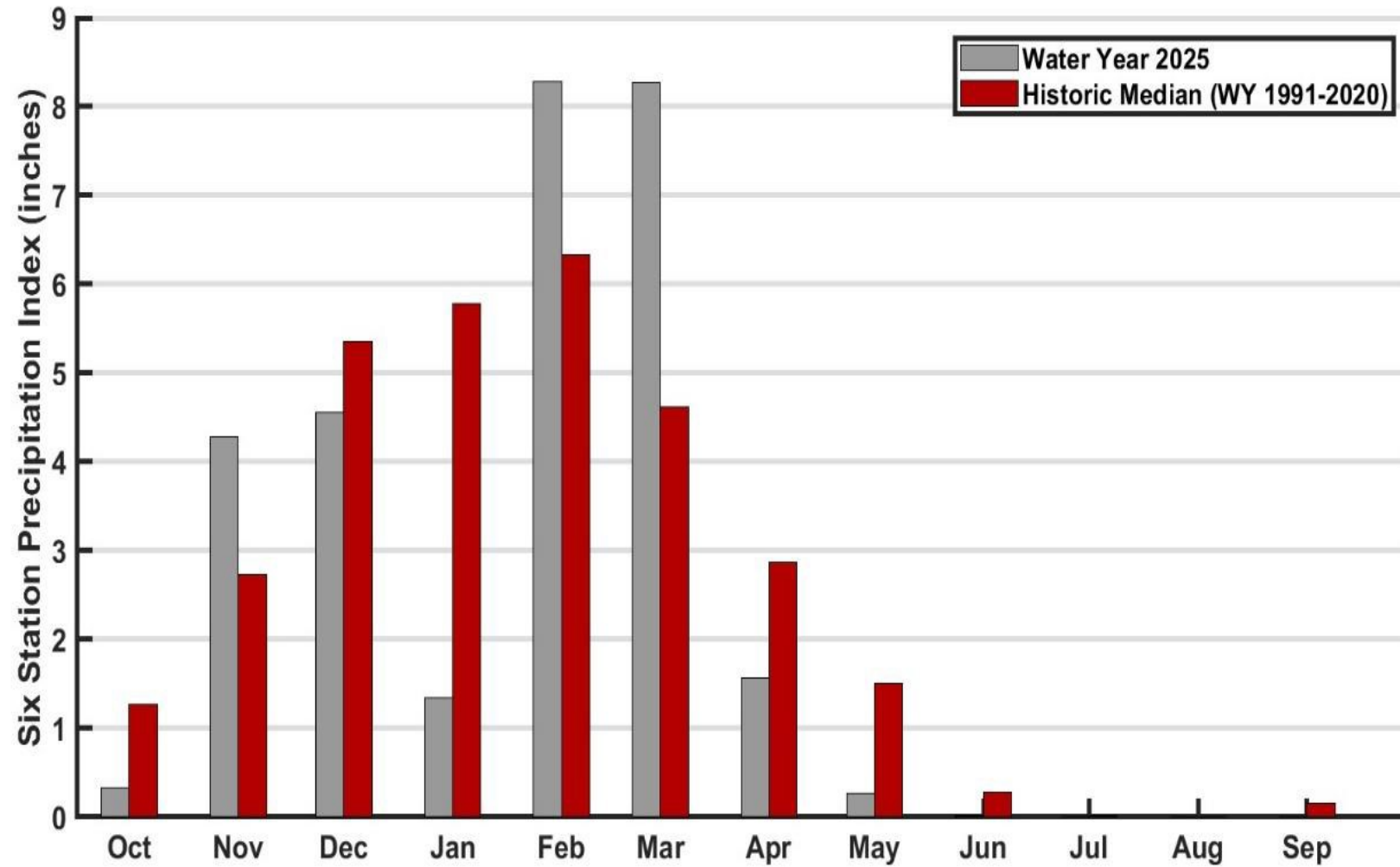


Valid: July 19 - August 1, 2025

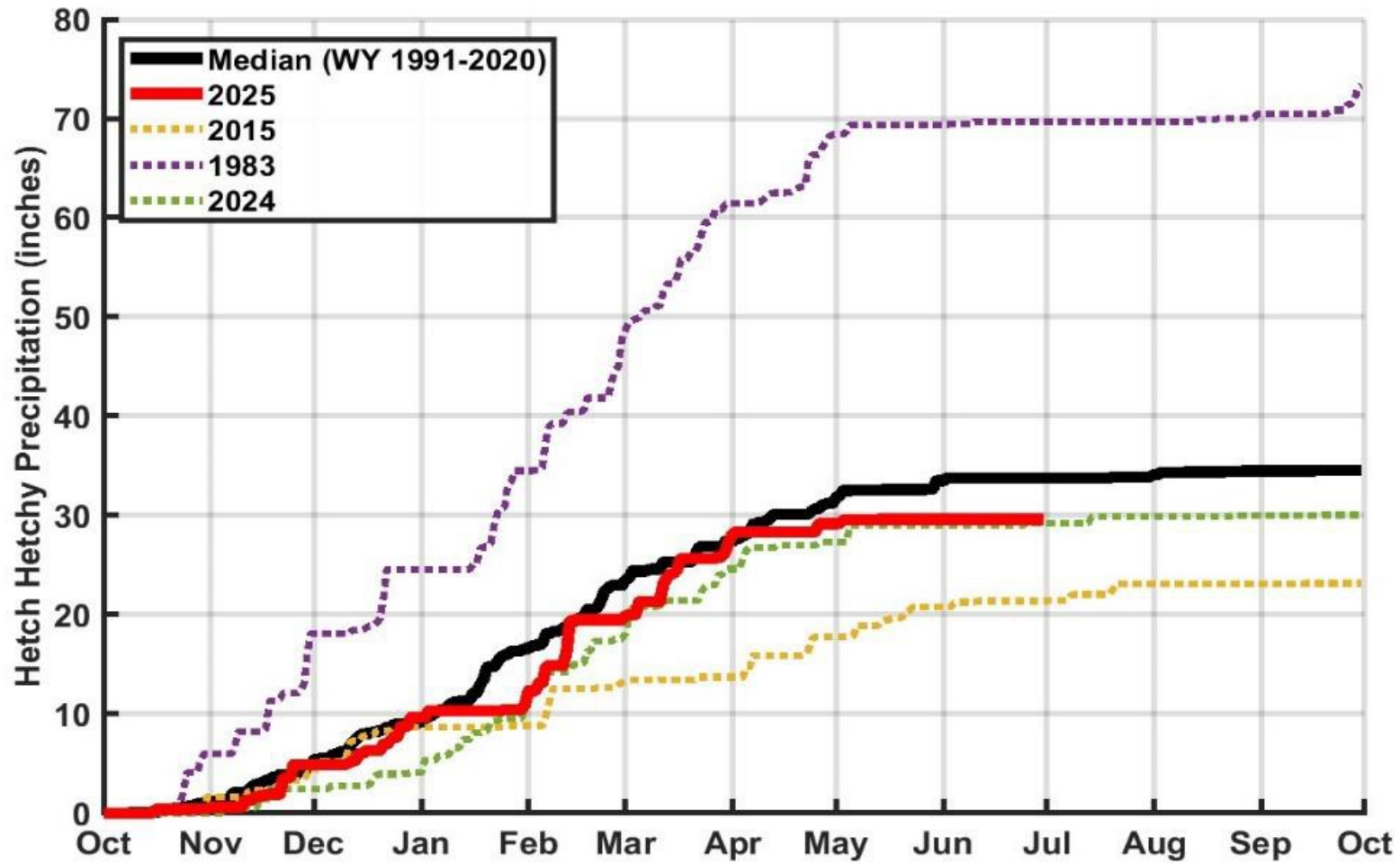
Issued: July 4, 2025



## Hetch Hetchy Precipitation Index

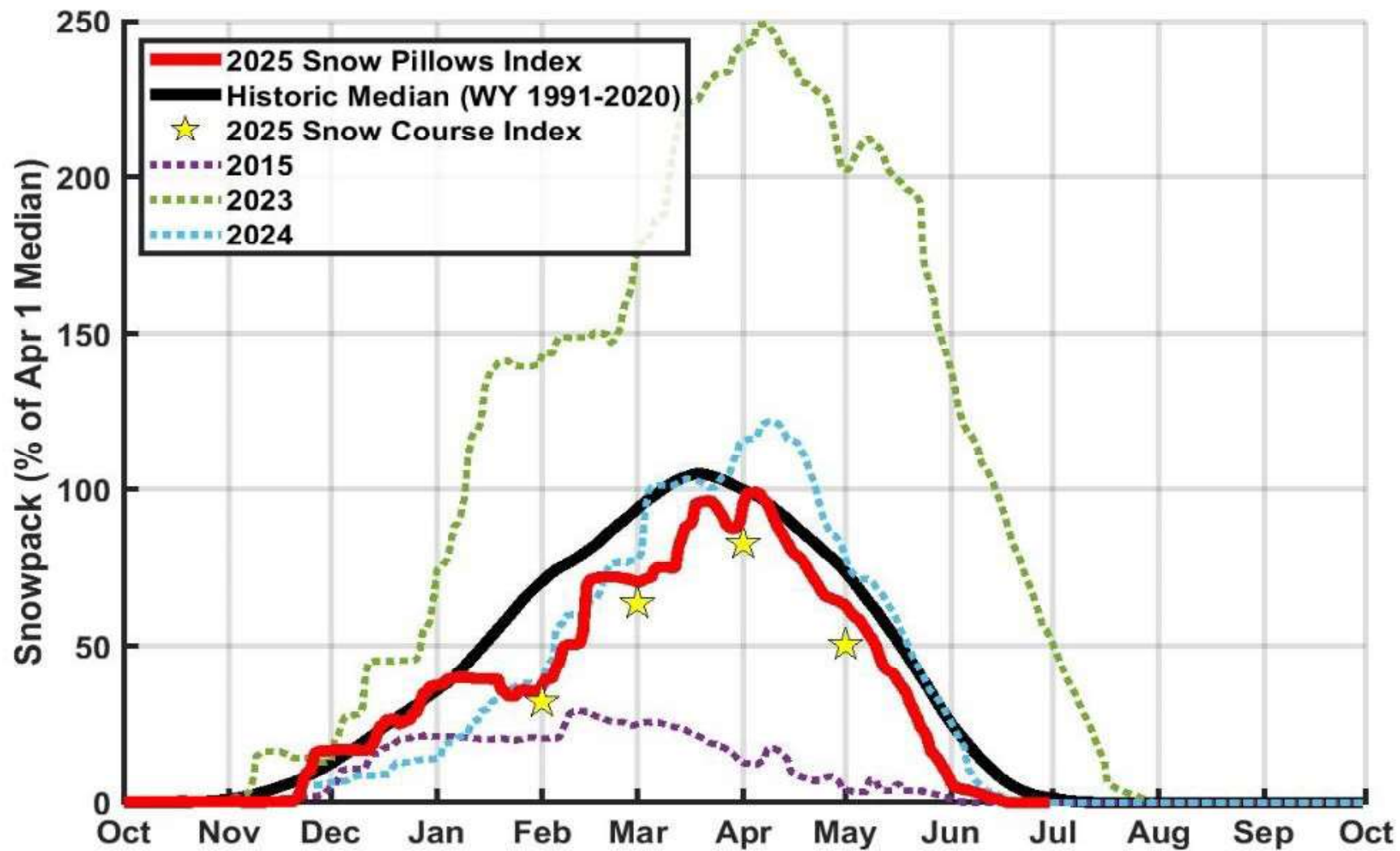


## Cumulative Precipitation Index





## Snow Pillows Index





## RWS - Storage Conditions Comparison

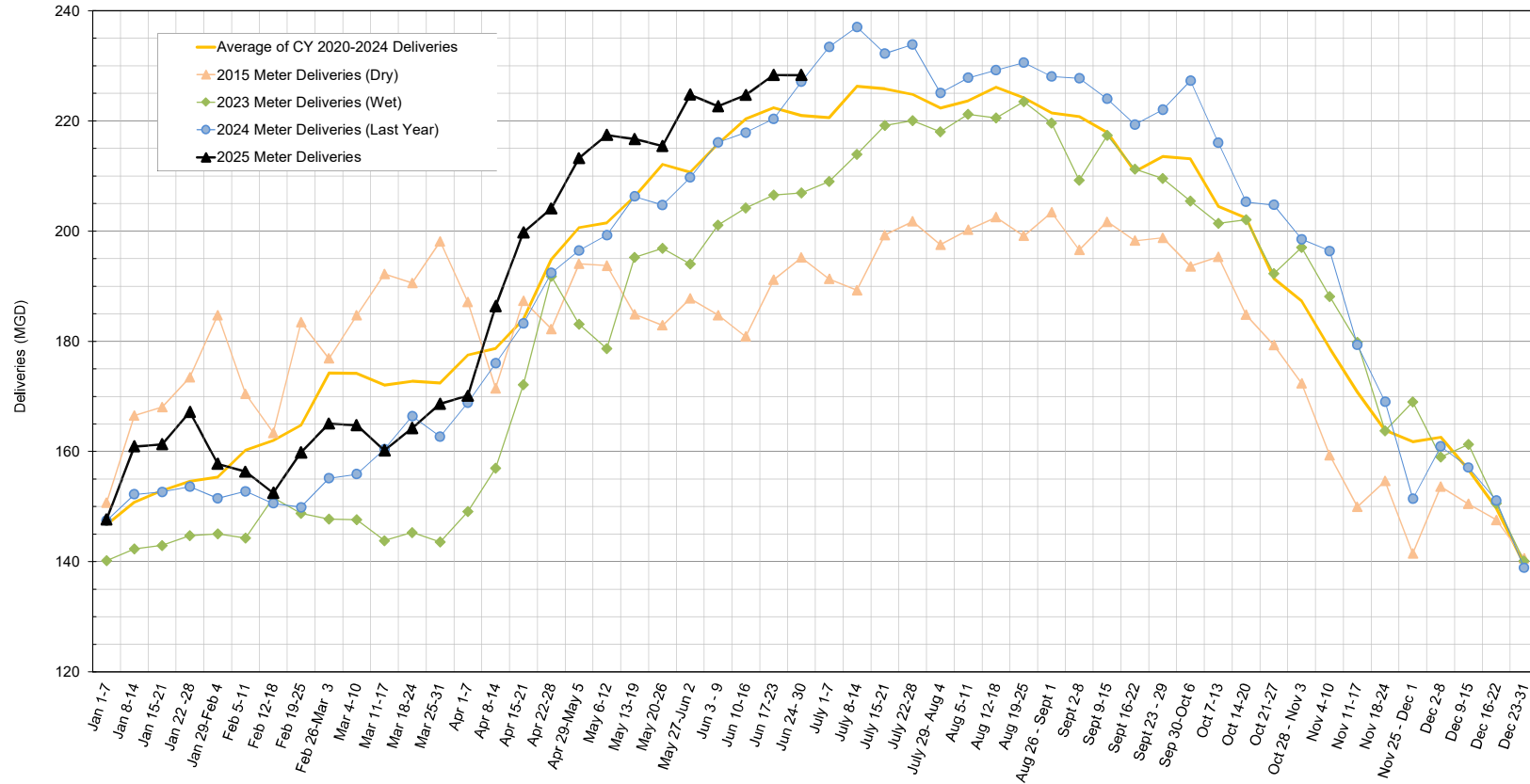
	Maximum Storage Acre-Feet	7/1/2025		Maximum Storage Acre-Feet	7/1/2024		Comparing This Year to Last Year	7/1/2023	
		Current Storage Acre-Feet	Pct. Of Maximum Storage		Current Storage Acre-Feet	Pct. Of Maximum Storage		Current Storage Acre-Feet	Pct. Of Maximum Storage
<b>Tuolumne System</b>									
Hetch Hetchy Rsvr	360,360	359,178	99.7%	360,360	360,756	100.1%	-0.4%	330,064	91.6%
Cherry Rsvr	273,345	265,822	97.2%	273,345	269,899	98.7%	-1.5%	255,802	93.6%
Lake Eleanor	27,100	26,726	98.6%	27,100	26,823	99.0%	-0.4%	24,100	88.9%
Water Bank	570,000	570,000	100.0%	570,000	570,000	100.0%	0.0%	570,000	100.0%
<b>Total Tuolumne Storage</b>	<b>1,230,805</b>	<b>1,221,726</b>	<b>99.3%</b>	<b>1,230,805</b>	<b>1,227,478</b>	<b>99.7%</b>	<b>-0.5%</b>	<b>1,179,966</b>	<b>95.9%</b>
<b>Local Bay Area Storage</b>									
Calaveras Rsvr	96,670	77,484	80.2%	96,670	93,503	96.7%	-17.1%	93,783	97.0%
San Antonio Rsvr	52,506	49,345	94.0%	53,266	50,413	94.6%	-2.1%	52,506	98.6%
Crystal Springs Rsvr	68,743	43,486	63.3%	68,953	51,324	74.4%	-15.3%	54,254	78.7%
San Andreas Rsvr	18,898	16,173	85.6%	18,572	11,963	64.4%	35.2%	15,568	83.8%
Pilarcitos Rsvr	3,118	1,912	61.3%	3,125	2,320	74.2%	-17.6%	2,718	87.0%
<b>Total Local Storage</b>	<b>239,935</b>	<b>188,400</b>	<b>78.5%</b>	<b>240,586</b>	<b>209,523</b>	<b>87.1%</b>	<b>-10.1%</b>	<b>218,829</b>	<b>91.0%</b>
<b>Total RWS Storage</b>	<b>1,470,740</b>	<b>1,410,126</b>	<b>95.9%</b>	<b>1,471,391</b>	<b>1,437,001</b>	<b>97.7%</b>	<b>-1.9%</b>	<b>1,398,795</b>	<b>95.1%</b>
<div> <div>Total RWS Storage on 6/1/2025</div> <div>1,411,026</div> <div>6/1/2024</div> <div>1,391,163</div> <div>5/30/2023</div> <div>1,308,031</div> </div>									
<div> <div>Inc/Dec over the month</div> <div>(900)</div> <div>45,838</div> <div>90,764</div> </div>									

SAN FRANCISCO PUBLIC UTILITIES COMMISSION  
REGIONAL WATER SYSTEM DELIVERY REPORT  
Calendar Year 2025  
(Monitoring Year #19)

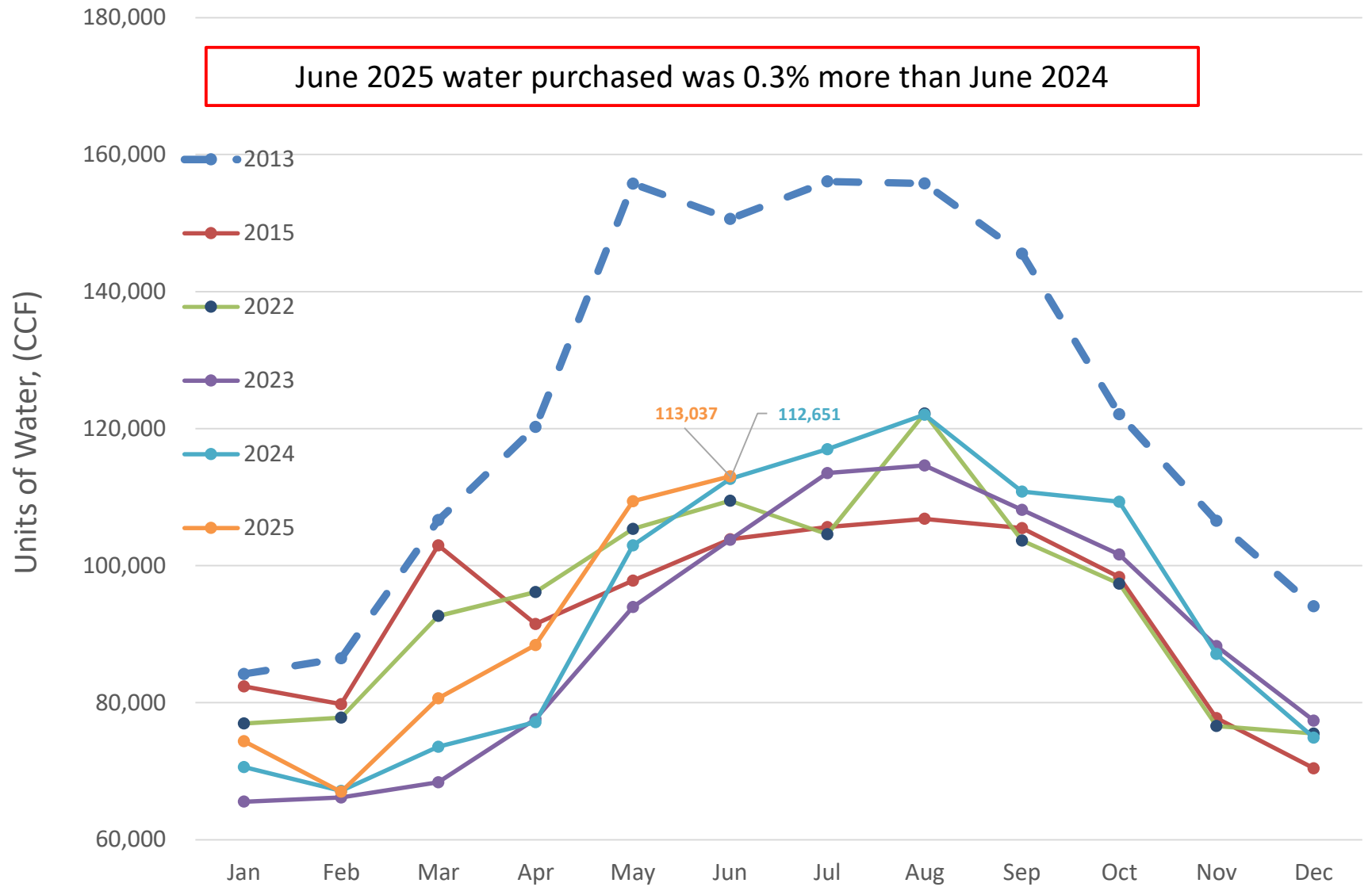


SFPUC Regional Water System - Meter Deliveries  
Total SFPUC Service Area  
Source: SFPUC Regional Water System County Meters

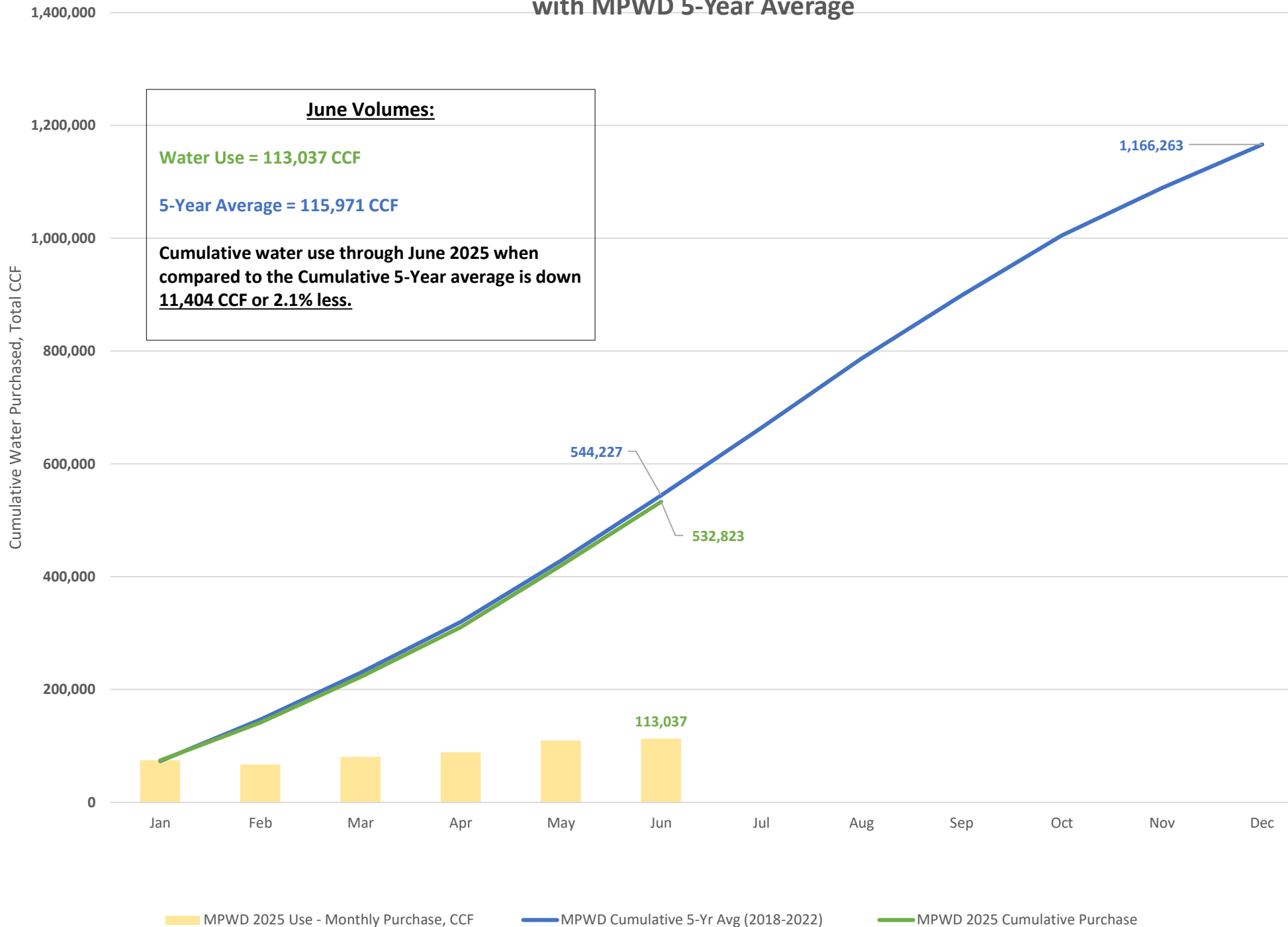
----- Provisional Data Subject to Revision -----



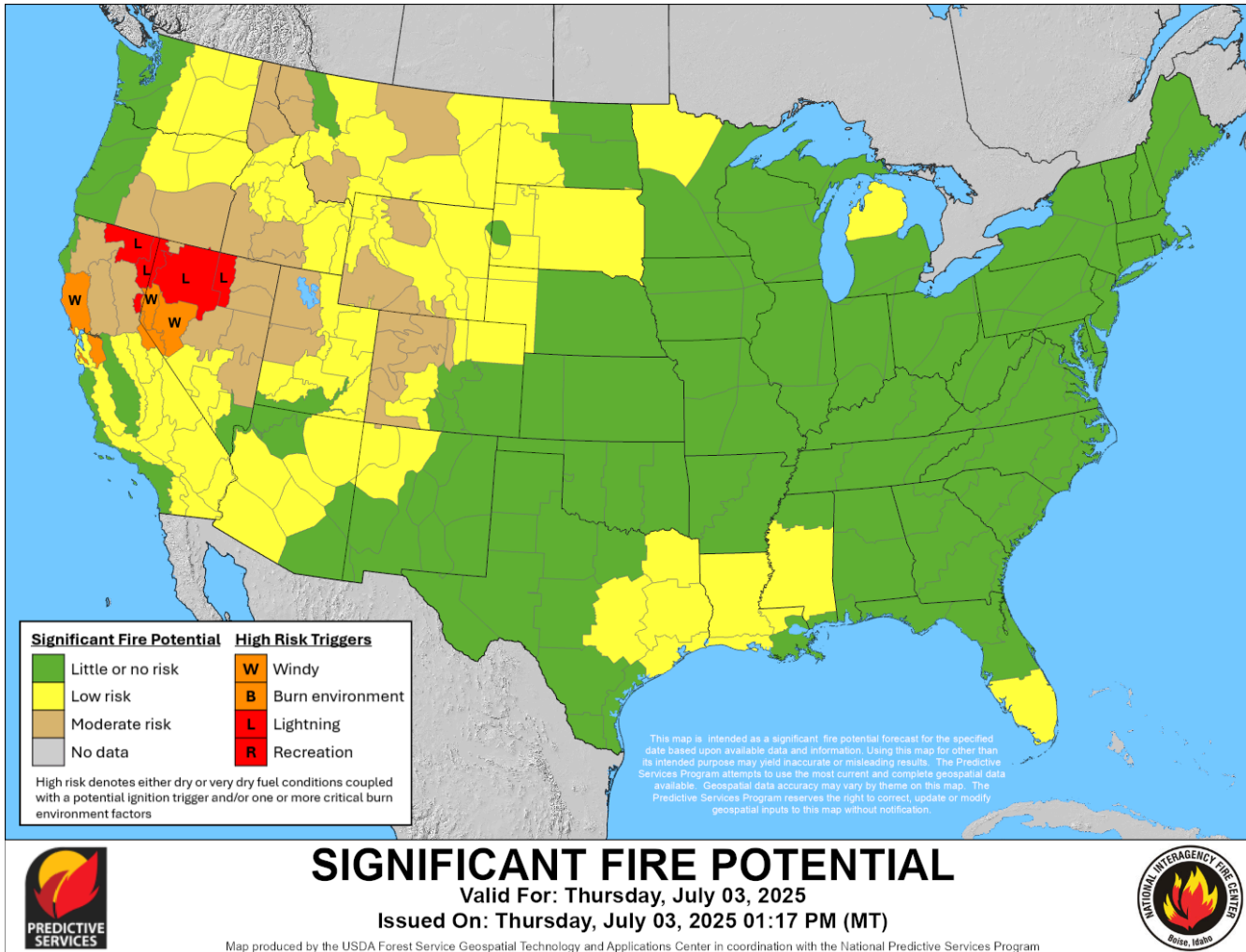
# MPWD Annual Water Use



## Comparing 2025 Monthly Cumulative Water Use with MPWD 5-Year Average









## ***AGENDA ITEM NO. 9.A.1***

TO: Board of Directors  
FROM: James W Ramsey, CPA, District Treasurer  
DATE: July 24, 2025

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**SUBJECT: RECEIVE REPORT ON BUDGET PERFORMANCE AND FINANCIAL POSITION FOR JUNE 2025**

---

### **RECOMMENDATION**

Receive and file.

### **FISCAL IMPACT**

None noted.

### **BACKGROUND**

Initial budget was adopted on June 27, 2024, with an amended budget adopted on February 27, 2025.

### **DISCUSSION**

Please find the enclosed fiscal year 2024/25 (FY 24/25) unaudited Statements of Financial Position as of June 30, 2025, and June 30, 2024, as well as the monthly budget report for the period of July 1-June 30, 2025.

The following highlights significant activity through and as of June 30, 2025:

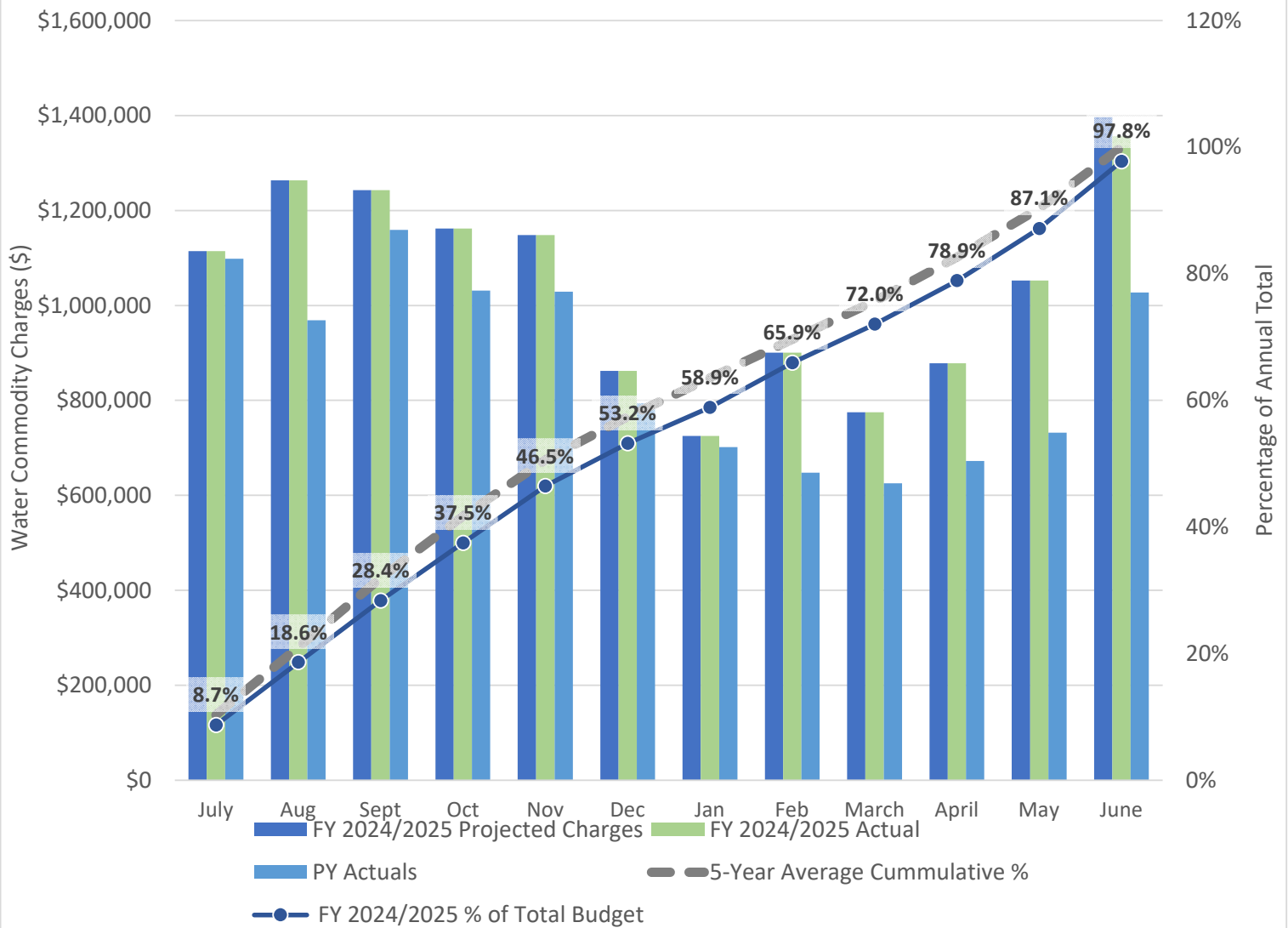
- The net surplus from operations is \$3,171,143, a increase of \$1,265,103 as compared to the same period last year. The primary changes stem from water commodity charges that is \$1,859,127 higher than this time last year and water system capacity charges which is \$580,392 higher as compared to this time last year. This is offset by a decrease in miscellaneous non-operating revenues of \$311,625 as well as an increase in purchased water running \$370,250 higher as compared to this time last year. Salaries and Wages is \$189,145 more this year as compared to last year, and payroll

taxes and benefits is running \$224,371 lower for the same comparison. Additionally, administration and equipment is running \$244,680 higher than last year and professional services is \$240,549 less than last year at this time.

- Debt service payments of \$1,236,534 was made on the COPs as of June 1, 2025.
- Water Commodity Charges totaled \$12,480,926. This is 97.8% of budget.
- Fixed System Charges were \$3,826,848, which is 108.4% of budget.
- The total interest revenue from all sources is \$815,139.
- Total Operating Revenue is \$16,562,732 which is 100.1% of budget. Total Non-Operating Revenue is \$2,563,616 which is 129.7% of the budget.
- Total Revenue is \$19,126,348 which is 103.2% of budget.
- Combined Salaries & Wages and Payroll Taxes & Benefits is \$3,936,525, which is 99.7% of budget.
- Purchased Water is \$6,641,420. Purchased Water cost for the year ended June 30, 2024, was \$5,797,950.
- We also incurred \$459,779 in costs of issuance and delivery costs related to the bond issuance.
- Total Operating Expenditures were \$15,955,205, which is 97.1% of budget.
- The capital budget includes payments of \$178,644 for the purchase of an F-450 and (2) Ford F-150's (including toolboxes and equipment), \$62,057 for the purchase of two (2) new vehicles using prior year budgeted amounts, and \$31,496 for purchase and installation of a backflow regulator.
- Additionally, there are \$1,790,665 in expenditures related to capital projects that have been incurred during the fiscal year.
- Unrestricted Cash & Cash Equivalents is \$15,304,204, which is a decrease of \$1,101,972 from June 2024.
- Restricted cash now includes the proceeds from the 2025 COP issuance of \$33,000,000 as well as amounts recorded at PARS for OPEB. The account has a fair market value of \$33,130,782 available to spend, of which \$125,616 is attributable to an unrealized loss. Total par amount of investments is \$29,854,000 invested in T-Bills and Bonds and \$1,379,381 in money market funds.
- Unrestricted Net Position was \$21,293,282 with Total Net Position of \$44,316,917.

Attachments: Financial Reports

## Analysis of Water Commodity Charges



	5-Year Average Cumulative %	Expected Monthly Percentage	PY Actuals	FY 2024/2025 Projected Charges	FY 2024/2025 Actual	FY 2024/2025 % of Total Budget
July	10.3%	10.3%	1,098,097	1,114,313	1,114,313	8.7%
August	21.0%	10.7%	968,623	1,263,265	1,263,340	18.6%
September	31.9%	10.9%	1,159,108	1,242,910	1,242,910	28.4%
October	41.7%	9.8%	1,030,999	1,162,175	1,162,175	37.5%
November	50.6%	8.9%	1,028,758	1,148,035	1,148,035	46.5%
December	57.4%	6.9%	793,729	862,208	862,208	53.2%
January	63.5%	6.1%	701,568	725,006	725,006	58.9%
February	69.7%	6.1%	647,539	900,824	900,824	65.9%
March	75.7%	6.0%	625,568	775,011	775,011	72.0%
April	82.6%	6.9%	672,435	878,167	878,167	78.9%
May	90.3%	7.7%	731,935	1,052,701	1,052,701	87.1%
June	100.0%	9.7%	1,027,158	1,396,501	1,356,236	97.8%
TOTAL		100.0%	\$ 10,485,518	\$ 12,521,116	\$ 12,480,925	

**MID-PENINSULA WATER DISTRICT**  
**STATEMENT OF NET POSITION (UNAUDITED)**  
**AS OF JUNE 30, 2025 AND JUNE 30, 2024**

<u>ASSETS</u>	AS OF 6/30/2025	AS OF 6/30/2024
Current Assets		
Cash and cash equivalents	\$ 2,213,535	\$ 3,924,614
Investments	13,090,669	12,481,562
Accounts receivable	3,717,195	2,794,679
Prepaid expenses and other assets	493,188	182,314
Total Current Assets	19,514,587	19,383,169
Restricted cash with fiscal agent	34,193,822	1,094,533
Lease receivable	958,464	958,464
Construction in progress	10,070,268	8,435,410
Capital assets, net	29,603,055	29,292,739
Net OPEB asset	660,560	660,560
TOTAL ASSETS	<u>\$ 95,000,756</u>	<u>\$ 59,824,875</u>
Deferred Outflows of Resources		
Pension related deferred outflows	\$ 1,313,533	\$ 1,313,533
OPEB related deferred outflows	346,521	346,521
Total Deferred Outflows	<u>\$ 1,660,054</u>	<u>\$ 1,660,054</u>
<u>LIABILITIES</u>		
Current Liabilities		
Accounts payable	\$ 254,641	\$ 2,092,079
Accrued expenses	55,122	163,855
Current portion of long-term debt	1,124,670	524,670
Total Current Liabilities	1,434,433	2,780,604
Noncurrent Liabilities		
Compensated absences	241,507	241,507
Long-term portion of Certificates of Participation	48,684,519	16,231,229
Net pension liability	555,222	555,222
Total Noncurrent Liabilities	49,481,248	17,027,958
TOTAL LIABILITIES	<u>50,915,681</u>	<u>19,808,562</u>
Deferred Inflows of Resources		
Pension related deferred inflows	594,735	594,735
Lease receivable related deferred inflows	833,477	833,477
Total Deferred Inflows	<u>1,428,212</u>	<u>1,428,212</u>
<u>NET POSITION</u>		
Net investment in capital assets	\$ 23,023,635	\$ 12,536,840
Unrestricted	21,293,282	27,711,315
TOTAL NET POSITION	<u>\$ 44,316,917</u>	<u>\$ 40,248,155</u>

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



**MID-PENINSULA WATER DISTRICT  
MONTHLY BUDGET REPORT-OPERATING  
FOR THE 12 MONTHS ENDED JUNE 30, 2025  
SUMMARY (UNAUDITED)**

			Target	100.00%
DESCRIPTION	APPROVED AMENDED FY 2024-25 BUDGET	ACTUALS 7/1/2024- 6/30/2025	REMAINING BALANCE/ (OVER BUDGET)	Y-T-D % OF BUDGET
<b>OPERATING REVENUE</b>				
WATER COMMODITY CHARGES	12,766,915	12,480,926	285,989	97.8%
FIXED SYSTEM CHARGES	3,530,021	3,826,848	(296,827)	108.4%
FIRE SERVICE CHARGES	18,000	17,870	130	99.3%
MISC CUSTOMER ACCOUNT FEES	107,100	95,599	11,501	89.3%
SERVICE LINE & INSTALLATION CHARGES	111,000	115,088	(4,088)	103.7%
MISCELLANEOUS OPERATING	19,500	26,400	(6,900)	135.4%
<b>TOTAL OPERATING REVENUE (SOURCES)</b>	<b>16,552,536</b>	<b>16,562,732</b>	<b>(10,196)</b>	<b>100.1%</b>
WATER SYSTEM CAPACITY CHARGES	807,300	807,339	(39)	100.0%
PROPERTY TAX REVENUE	545,000	578,525	(33,525)	106.2%
LEASE OF PHYSICAL PROPERTY	168,000	125,780	42,220	74.9%
MISCELLANEOUS NON-OPERATING	6,600	232,033	(225,433)	3515.7%
INTEREST REVENUE - PARS	41,000	50,078	(9,078)	122.1%
INTEREST REVENUE - LAIF	73,640	69,193	4,447	94.0%
INTEREST REVENUE - COP	38,000	160,440	(122,440)	422.2%
INTEREST REVENUE - US TREASURIES	251,723	491,176	(239,453)	195.1%
INTEREST REVENUE - SWEEP ACCOUNT	42,000	44,252	(2,252)	105.4%
LANDSCAPE PERMIT REVENUE	4,000	4,800	(800)	120.0%
<b>TOTAL NON-OPERATING REVENUE (SOURCES)</b>	<b>1,977,263</b>	<b>2,563,616</b>	<b>(586,353)</b>	<b>129.7%</b>
<b>TOTAL REVENUE (SOURCES)</b>	<b>18,529,799</b>	<b>19,126,348</b>	<b>(596,549)</b>	<b>103.2%</b>
<b>OPERATING EXPENDITURES (USES)</b>				
SALARIES & WAGES	2,773,440	2,646,345	127,095	95.4%
PAYROLL TAXES & BENEFITS	1,175,865	1,290,180	(114,315)	109.7%
PURCHASED WATER	6,593,719	6,641,420	(47,701)	100.7%
OUTREACH & EDUCATION	80,000	46,386	33,614	58.0%
M&R - OPS SYSTEM	630,000	584,253	45,747	92.7%
M&R - FACILITIES & EQUIPMENT	352,000	302,719	49,281	86.0%
SYSTEM SURVEYS	715,000	73,990	641,010	10.3%
ADMINISTRATION & EQUIPMENT	606,000	721,783	(115,783)	119.1%
MEMBERSHIP & GOV FEES	447,000	394,772	52,228	88.3%
BAD DEBT & CLAIMS	15,000	-	15,000	-
UTILITIES	542,600	549,065	(6,465)	101.2%
PROFESSIONAL SERVICES	1,101,500	911,460	190,040	82.7%
TRAINING/TRAVEL & RECRUITMENT	87,500	96,518	(9,018)	110.3%
DEBT SERVICE	1,305,000	1,236,534	68,466	94.8%
COST OF ISSUANCE	-	459,779	(459,779)	0.0%
<b>TOTAL OPERATING EXPENDITURES (USES)</b>	<b>16,424,624</b>	<b>15,955,205</b>	<b>469,419</b>	<b>97.1%</b>
<b>NET SURPLUS/LOSS</b>	<b>2,105,175</b>	<b>3,171,143</b>	<b>(1,065,968)</b>	
<b>DEBT SERVICE COVERAGE</b>	<b>1.89</b>	<b>2.51</b>		

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

**MID-PENINSULA WATER DISTRICT  
MONTHLY BUDGET REPORT-CAPITAL  
FOR THE 12 MONTHS ENDED JUNE 30, 2025  
SUMMARY (UNAUDITED)**

				Target	100.00%
DESCRIPTION	APPROVED AMENDED FY 2024-25 BUDGET	ACTUALS 7/1/2024- 6/30/2025	REMAINING BALANCE/ (OVER BUDGET)	Y-T-D % OF BUDGET	
<b>CAPITAL ASSETS</b>					
Trucks (2)	\$ 200,000	\$ 178,644	\$ 21,356	89.3%	
Trucks (2) - rollover from prior year budget*	63,000	62,057	943	98.5%	
Surveillance Equipment for Tanks / Facilities	40,000	3,975	36,025	9.9%	
Misc. Equipment	30,000	31,496	(1,496)	105.0%	
Valve Turner	30,000	26,598	3,402	88.7%	
Air Relief and Vacuum Valves	20,000	-	20,000	-	
<b>TOTAL CAPITAL ASSET</b>	<b>383,000</b>	<b>302,771</b>	<b>80,229</b>	<b>79.1%</b>	
<b>CAPITAL PROJECTS - PAYGO</b>					
20-07 Harbor Blvd WMI Project	50,000	36,430	13,570	72.9%	
15-75A Old County Road Improvements	613,000	691,130	(78,130)	112.7%	
21-01 Dekoven Tank Util / Lincoln / Newlands / Oak Knoll WMR	3,000,000	153,402	2,846,598	5.1%	
24-08 Exborne West Tank Recoating	675,000	45,712	629,288	6.8%	
24-09 Hallmark North Tank Recoating	610,000	49,858	560,142	8.2%	
24-10 West Belmont North Tank Recoating	130,000	23,510	106,490	18.1%	
<b>TOTAL CAPITAL PROJECTS - PAYGO</b>	<b>5,078,000</b>	<b>1,000,042</b>	<b>4,077,958</b>	<b>19.7%</b>	
<b>CAPITAL PROJECTS - DEBT FINANCING</b>					
20-09 Dairy Lane Ops Center Rehab Design	2,400,000	131,347	2,268,653	5.5%	
24-07 Folger Drive Property Improvements	2,700,000	342,135	2,357,865	12.7%	
15-89 Dekoven Tank Replacement	1,897,500	4,771	1,892,729	0.3%	
15-72b SR 101 Crossing at PAMF Hospital - Phase 2	691,250	9,598	681,652	1.4%	
<b>TOTAL CAPITAL PROJECTS - DEBT FINANCING</b>	<b>7,688,750</b>	<b>487,851</b>	<b>7,200,899</b>	<b>6.3%</b>	
<b>TOTAL CAPITAL PROJECTS</b>	<b>12,766,750</b>	<b>1,487,893</b>	<b>11,278,857</b>		
<b>TOTAL CAPITAL</b>	<b>13,149,750</b>	<b>1,790,665</b>	<b>11,359,085</b>		

\*Rollover amounts were approved in the amount of \$60,000 in March 28, 2024 meeting as part of the mid-year budget amendment. Additional \$3,000 was approved at the May 23, 2024 Board meeting due to increased costs. Order of vehicles was made in May, 2024 and vehicles were not received until October 2024.

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

Cash Analysis				Interest Earned (Fiscal - to date)	Yield	Maturity Date	Days to Maturity
Account	Investment	Cost	Market Value				
Petty Cash	Cash	\$ 600	\$ 600	\$ -	n/a	n/a	n/a
Umpqua Credit Card	Cash	150,000	150,000	-	n/a	n/a	n/a
Wells Fargo	Cash	396,590	396,590	44,252	n/a	n/a	n/a
LAIF	LAIF	1,427,397	1,427,397	69,193	4.41% +	n/a	0
BNY - Reserve *	Money Market Funds	25,149	25,419	160,440	4.01%	n/a	0
BNY - Delivery Costs *	Money Market Funds	28,720	28,720	-	4.01%	n/a	0
PARS - Pension *	Money Market Funds	578,959	578,959	50,078	9.81% ++	n/a	0
PARS - OPEB **	Money Market Funds	4,328,467	4,328,467	331,368	9.81% ++	n/a	0
Zions	Money Market Funds	1,548,089	1,548,089		3.95%	n/a	0
	US Treasury Notes	4,543,870	4,750,638		0.25%	7/31/2025	61
	US Treasury Notes	1,799,147	1,828,281		0.25%	10/31/2025	153
	US Treasury Notes	4,971,175	4,963,661		4.25%	1/31/2026	245
	Total Zions	<u>12,862,281</u>	<u>13,090,669</u>	<u>491,176</u>			
BNY - Project	Money Market Funds	1,379,381	1,379,381		4.01%	n/a	
	US Treasury Bills	683,586	687,613		4.28%	7/31/2025	61
	US Treasury Bills	1,063,932	1,069,745		4.23%	10/31/2025	153
	US Treasury Notes	806,075	807,627		4.35%	8/31/2025	92
	US Treasury Notes	804,244	803,259		4.24%	9/30/2025	122
	US Treasury Notes	1,073,407	1,074,719		4.17%	11/30/2025	183
	US Treasury Notes	1,066,619	1,071,318		4.41%	12/31/2025	214
	US Treasury Notes	1,346,921	1,345,906		4.15%	1/31/2026	245
	US Treasury Notes	601,345	600,671		4.12%	2/28/2026	273
	US Treasury Notes	601,146	600,641		4.08%	3/31/2026	304
	US Treasury Notes	1,613,194	1,619,862		4.06%	4/30/2026	334
	US Treasury Notes	1,620,452	1,627,663		4.06%	5/31/2026	365
	US Treasury Notes	1,616,380	1,623,043		4.01%	6/30/2026	395
	US Treasury Notes	15,459,032	15,481,248		0.50% - 4.375%	FY 2027	Various
	US Treasury Notes	1,336,304	1,346,279		0.50% - 3.750%	FY 2028	Various
	US Treasury Notes	1,184,618	1,192,612		1.00% - 4.875%	FY 2029	Various
	US Treasury Notes	367,026	369,820		3.875% - 4.00%	FY 2030	Various
	Strips	214,501	216,919		3.957% - 4.018%	FY 2029	Various
	Strips	209,863	212,456		3.964% - 4.044%	FY 2030	Various
	Total BNY - Project	<u>33,048,028</u>	<u>33,130,782</u>	<u>160,440</u>	+++		
	Total Cash and investments	<u>\$ 52,846,189</u>	<u>\$ 53,157,601</u>	<u>\$ 1,306,947</u>			

\* - Restricted accounts

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

+ - based on a rolling 12 - month average

++ - based on a 3-year annualized return

+++ - investment income of \$211,397; offset by an unrealized fair market value loss of \$125,616

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

**Reserves Analysis**

Priority	Reserve	Target	Funded Amount	% Funded	Description of amount
1	Working Capital (Operating) Reserve	\$ 8,212,312	\$ 8,212,312	100.00%	50% of annual fiscal year budgeted expenditures
2	Capital Reserve	8,000,000	6,881,662	86.02%	Fixed amount
3	IRC 115 Irrevocable Trust - Pension	271,173	578,959	213.50%	100% of the District's projected net pension/total OPEB liability, or \$500,000 if no liability is outstanding. Based on most recent audited financial statements.
	IRC 115 Irrevocable Trust - OPEB **	3,495,503	4,328,467	123.83%	
4	Rate Stabilization Reserves	1,200,000	-	0.00%	Fixed amount or \$500,000 if no bonds are outstanding
n/a	Project Funding	-	33,130,782	n/a	
n/a	Reserve for debt service	1,795,600	25,419	1.42%	Required by bond agreements for the COP. Amount based on next scheduled debt service.
	Total Reserves	<u>\$ 22,974,588</u>	<u>\$ 53,157,601</u>	231.38%	



**AGENDA ITEM NO. 9.A.2**

DATE: July 24, 2025  
TO: Board of Directors  
FROM: Joubin Pakpour, PE – District Engineer

---

**SUBJECT: Capital Project Update**

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**Harbor Blvd Water Main Improvements (20-07)**

At the conclusion of every capital project a customer satisfaction survey is sent to affected customers. We mailed 30 project surveys on May 27<sup>th</sup>. Typically, we expect a 15% to 20% response rate for these surveys. To date, we have received 2 out of the 30 surveys returned. Results have been positive and can be found attached to this report.

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

After extensive community outreach, construction started Monday, June 30<sup>th</sup> with potholing activities along the water main alignment. The project area is heavily congested with underground utilities, including two District water mains providing water to Zones 3 and 4 at different pressures. The Zone 3 water main is slated for replacement as part of this project. Potholing activities found several abandoned and unknown utilities in the new water main alignment. These pipes will be removed as part of the new water main installation and we will monitor the contractor's production rate as they encounter these utilities to ensure any additional cost requests are valid. We also discovered District maps showed the services in this area connected to Zone 4 and not Zone 3 and therefore do not need replacement as part of this project thereby reducing the overall project cost. The District maps will be corrected with the next update. This project also consists of relining a cross-country water main on Oak Knoll which will be reinstated into service. We had initial meetings with the contractor and subcontractor performing this work. A full project report, with photos and cost breakdown, will be provided at the next board meeting.

**West Belmont (N), Exbourne (W), Hallmark (N) Tanks Improvements (24-08, 24-09 & 24-10)**

The structural engineer is completing the preliminary design options for Hallmark Tanks. The project is on budget and scheduled to start construction this winter.



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

Meetings continue with the City of San Carlos to coordinate our project with the City's sanitary sewer and storm drain project, along with meetings with our designer West Yost (WY) and the construction manager, Tanner Pacific (TP). We also received information regarding the abandoned 54" sewer main along Shoreway Road from Silicon Valley Clean Water (SVCW). Project design is progressing.

**Dekoven Tanks Replacement (15-89)**

The new structural engineer of record, ZFA, is now under contract and began work on updating the plans. An updated schedule will be prepared once all subconsultants are under contract.

**Transmission Water Main Assessment (20-05)**

We continue to correspond with two separate consultants who provide pipeline inspection services and hope to receive a proposal from each soon.

**District Engineer Report Card**

Will be presented at the next board meeting.

**City Project Updates****2025 Sewer Projects**

Twin Pines Park Detention Basin Water Main Improvement – The attorney's involved are coordinating on the easement issue.

Harbor Blvd Water Main Improvements  
Post Construction Resident Survey

**Question 1 - MPWD completed this project with minimal inconvenience to you:**

Positive - Strongly Agree or Agree	100%	2
Neutral	0%	0
Negative - Disagree or Strongly Disagree	0%	<u>0</u>
		2

**Question 2 : MPWD staff and our contractor acted in a professional and courteous manner:**

Positive - Strongly Agree or Agree	100%	2
Neutral	0%	0
Negative - Disagree or Strongly Disagree	0%	<u>0</u>
		2

**Question 3 - The project areas were left in a better condition than we arrived:**

Positive - Strongly Agree or Agree	100%	2
Neutral	0%	0
Negative - Disagree or Strongly Disagree	0%	<u>0</u>
		2

**Question 4 - How would you rate our performance compared to other government or private utilities  
(for example City, County, State, PG&E, Calwater & Comcast)**

Positive - Much Better or Better	100%	2
Same	0%	0
Negative - Worst or Much Worst	0%	<u>0</u>
		2

Total Responses Received:	2
Total Mailed Out:	30
Returned as Undeliverable	0
Response Rate:	7%

Mailed out: Tuesday, May 27, 2025  
Results as of: July 17, 2025

## AGENDA ITEM NO. 9.A.3

TO: Board of Directors  
FROM: Alison Bell, Administrative Services Manager  
DATE: July 24, 2025

### ADMINISTRATIVE SERVICES MANAGER'S REPORT

#### July

#### Operations Manager Recruitment

I am happy to report that the Operations Manager recruitment is officially closed. We received a total of 90 applications and are pleased to welcome Sarah Scheidt on August 4<sup>th</sup>.

#### New Administrative Assistant

Our new Administrative Assistant, Avianna Swift started June 30<sup>th</sup>. She immediately fit right in and went right to work. She will be shadowing Ron up until his retirement.

#### ACWA Emerging Strategies to Build and Sustain Your Future Ready Workforce

I attended a virtual workshop hosted by the ACWA Foundation focused on innovative strategies for building and sustaining a skilled, future-ready water workforce. The session brought together HR professionals, managers, and executives to explore forward-thinking approaches to workforce planning, recruitment, and engagement. This timely discussion is especially relevant as the water industry continues to face challenges in attracting and retaining qualified talent. The strategies presented support the District's ongoing efforts in succession planning, employee development, and long-term operational resilience.



**ACWA FOUNDATION**

**REGISTER HERE!**

**EMERGING STRATEGIES TO BUILD & SUSTAIN YOUR FUTURE READY WATER WORKFORCE**

**FRIDAY, JUNE 20, 2025  
10-11:30 AM (VIRTUAL)**

California's water sector is facing a major workforce shift—and the need for skilled talent has never been more urgent. Join the ACWA Foundation for this 90-minute training that brings together experts and water leaders from across the industry to share fresh data, new tools, and actionable strategies to help agencies recruit, retain, and train the next generation of water professionals.

**Speakers**

**Jennifer Persike**  
Jennifer Persike & Co.; Vice Chair, ACWA Foundation

**Wendi Brown**  
President, WBCP, Inc.

**Brenda Martinez**  
Workforce Development Manager  
Metropolitan Water District

**Toya Cooper, Esq.**  
DEI Manager,  
Contra Costa Water District

**Danielle Blacet-Hyden**  
Executive Director, California Municipal Utilities Association

**Topics Include**

- Key trends and future workforce needs
- A new workforce planning tool for agencies
- Innovative approaches to hiring, training, and retention
- Case studies from successful agency partnerships

**Who Should Attend**

Water agency leaders, HR professionals, hiring managers, and workforce planners.

**\$75 Registration (Up to 3 per Organization)**

[www.acwa-foundation.org](http://www.acwa-foundation.org)

## Hanson Bridgett

This handout provides practical guidance for employers on how to prepare for and respond to immigration enforcement actions in the workplace. It outlines key legal principles, including distinctions between public and non-public spaces, employee rights under the Fourth and Fifth Amendments, and the types of legal authority (e.g., judicial warrants, administrative warrants, subpoenas). The document also offers actionable tips for setting up physical spaces, training employees on appropriate language and conduct, and establishing a clear incident response plan. Ideal for HR professionals, legal teams, and workplace managers seeking to ensure compliance and protect employee rights in California, but applicable more broadly, and includes tips tailored for sensitive settings like healthcare facilities.



# 6 Tips for Preparing the Workplace for Immigration Enforcement Actions



## 1 Understand Foundational Legal Principles

- **Constitutional Protections:** 4th and 5th Amendments apply to all individuals in the U.S., regardless of citizenship status
- **Workplace Privacy:** Most workplaces are private property, but not all areas of the workplace are "non-public"
- **Consent:** CA employers are prohibited from giving consent to enter/search non-public areas of the workplace; employers outside CA may consider voluntarily adopting a policy of non-consent
- **Reminder for Healthcare Employers:** HIPAA and patient privacy protections still apply in interactions with law enforcement. Be careful about even confirming patient presence on premises



## 2 Consider Behavior & Conduct

- **Employee Conduct:** Stay calm, remain professional, avoid escalation, never get physical, beware of physical response
- **Law Enforcement Tactics:** Officers may use deception or provocation to gain consent - be wary of these tactics and do not consent



## 3 Understand Public v. Non-Public Distinction

- **Non-Public Space:** authorized personnel only; not open to the public (i.e., copy room that requires badge access)
- **Public Space:** open to the public (i.e., front lobby that anyone may access)
- **Be Careful:** a non-public space may be made public by actual usage



## 4 Understand the Type of Legal Authority

- **Judicial Warrants:** Arrest, search, and bench warrants issued by a Judge from a Court—each with specific limitations
- **Administrative Warrants:** Issued by the Department of Homeland Security; do not authorize entry or search of non-public areas
- **Subpoenas:** Allow inspection of documents or worksite, or require appearance at court
- **Government Inspections:** Agencies like OSHA, DOL, and FDA may inspect workplaces, often without advance notice



## 5 Prepare the Workplace/Worksite

- **Physical Setup:** Use signage, lock doors, and require badge access to define non-public areas
- **Language to Use:** Employees should be trained to repeat clear, non-consensual statements like: "We do not consent to a search or your entry into non-public areas of our workplace. You must speak with [Designated Person]."



## 6 Create an Incident Response Plan

- **Establish Clear Protocols, Including:**
  - Who is authorized to speak to law enforcement or evaluate a warrant
  - How to handle visitors and clients during an incident
  - Post-incident documentation and employee support
- **Initial Contact:** Notify Designated Person and do not voluntarily consent to search or entry
- **Designated Persons:** Assess legal documents (i.e., warrant)
- **Consult with Legal Counsel:** Request assistance developing an Incident Response Plan, drafting a policy, or training employees on your protocol



For more information and updates on this topic please scan the QR code or visit our Immigration Enforcement resource page at [HansonBridgett.com](https://HansonBridgett.com)

**Xpress Bill Pay Implementation**

The implementation of Xpress Bill Pay continues to be a learning process for not only staff but the community as well. After the first billing cycle there were roughly 3,000 customers that did not transition their accounts over to Xpress Bill Pay causing their auto pays to lapse. When customers were notified of their bills not being paid, we walked them through setting up their new accounts and utilized the Xpress Bill Pay customer service phone transfer that relieved the majority of our phone calls coming in.

**Baywork Annual Signatory Meeting**

I was able to attend the Baywork Annual Signatory meeting. The discussion was centered around how the organization can continue to engage with the member agencies through their various outreach programs. As a voting agency, MPWD was able to vote on numerous programs that would benefit our district such as training on wheels and certification classes for staff. Baywork also announced that their fees for the upcoming fiscal year will be increasing by 5%.



**Utility Billing:**

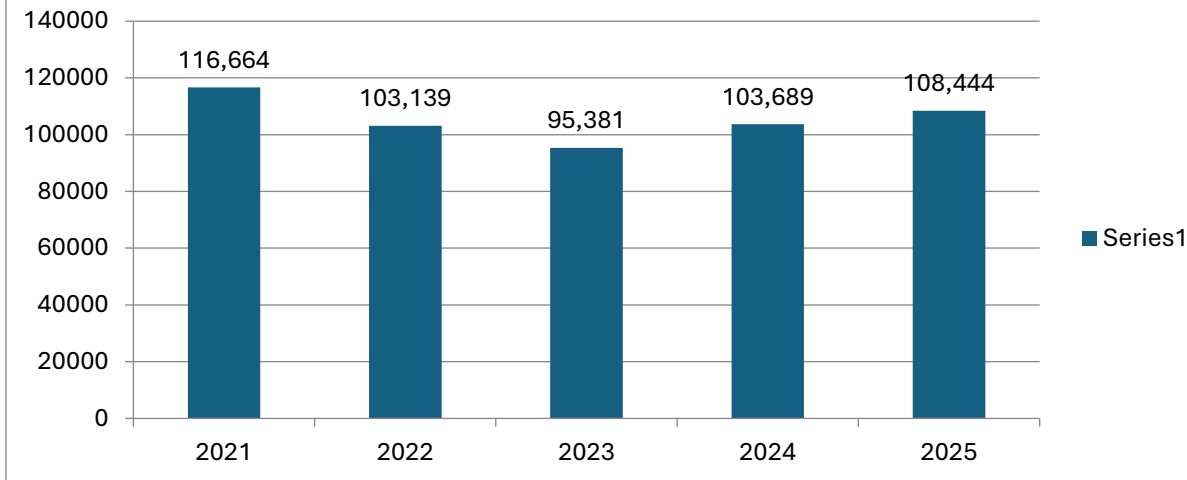
## Account information

	Commercial Accounts	Residential Accounts	Multi- Family Accounts	Irrigation Accounts	Institutional Accounts	Industrial Accounts	Temporary Hydrant Accounts	Inactive Accounts	Total Accounts
January	414	7280	204	89	62	46	9	32	8104
February	415	7272	204	90	62	46	10	35	8099
March	416	7262	205	90	62	45	10	31	8090
April	416	7269	205	90	62	45	9	32	8096
May	415	7261	204	90	62	45	8	32	8085
June	415	7252	204	90	62	46	8	31	8077
August									
September									
October									
November									
December									

2025	Reminder letters	Final notices	Sent to collections	Collections Amount	Shut Offs	New Payment Plans	Active Payment plans (in good standing)	Payments in default
January	348	36	0	0	9	1	6	3
February	315	41	0	0	4	2	6	2
March	294	26	0	0	1	1	5	1
April	282	36	0	0	1	0	5	0
May	313	33	0	0	4	1	5	1
June	353	31	0	0	1	0	5	1
August								
September								
October								
November								
December								

Billing

## Historical Water Usage for June



### **PUBLIC SERVICE ETHICS EDUCATION (AB 1234)**

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

• Joubin Pakpour	December 9, 2026
• Rene Ramirez	December 7, 2026
• James Ramsey	October 19, 2025
• Julie Sherman	March 9, 2025
• Louis Vella	December 17, 2026
• Kirk Wheeler	January 30, 2027
• Kat Wuelfing	March 22, 2025
• Charles Cotton	March 19, 2027
• Matt Zucca	April 10, 2027
• Alison Bell	June 12, 2026
• JoAnn Covington	May 24, 2027

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

Here is the link to the FPPC free online ethics training:

<http://localethics.fppc.ca.gov/login.aspx>

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

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

• Joubin Pakpour	March 18, 2027
• Rene Ramirez	December 14, 2026
• James Ramsey	October 19, 2025
• Julie Sherman	January 31, 2026
• Louis Vella	October 25, 2025
• Kirk Wheeler	December 10, 2025
• Kat Wuelfing	February 1, 2027
• Charles Cotton	March 18, 2027
• Matt Zucca	March 23, 2025
• Alison Bell	June 10, 2026
• JoAnn Covington	May 23, 2027

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

Here is the link to the DFEH free online Sexual Harassment Prevention training:

<https://www.dfeh.ca.gov/shpt/>

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

Once you have completed the training and obtained your certificate, please transmit it to Alison Bell at [abell@midpeninsulawater.org](mailto:abell@midpeninsulawater.org).



### ***AGENDA ITEM NO. 9.A.4.***

TO: Board of Directors

FROM: Rene A. Ramirez, Operations Manager

DATE: July 24, 2025

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### **OPERATIONS REPORT – June**

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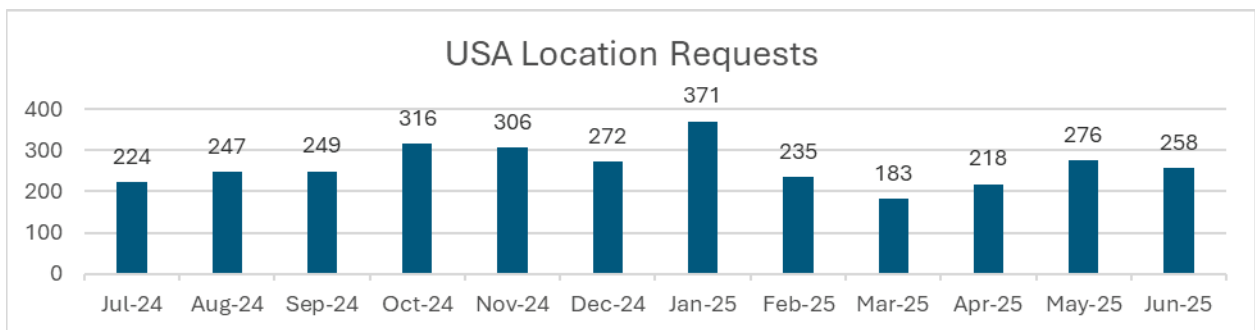
#### **Projects:**

- No change here - Efforts progress with Noll and Tam to prepare for the re-making of the Folger property into a District Emergency Operations Center (EoC). The Planning Commission has approved the District's Conditional Use Permit, and the City Building Department is nearing completion of their review and permit issuance;
- A scope of work to review Folger EoC plans for constructability, development of the specifications for construction, and review the cost estimate with O'Connor Construction Management Inc. (OCMI), has been completed and they are on board. OCMI will be reviewing the project's documents before they are re-submitted to the City's Building Department for hopefully the last review before a permit is issued.;
- A notice to proceed was issued to KJ Woods and their first day of work was June 30, 2025;
- Staff is expecting a set of "vacation of easement" documents from the Terra Linda School's engineer so that the Board can take formal action to vacate an easement. The water line under the easement is no longer needed to support the system and the line was abandoned in place. The easement vacation will allow the school to make improvements over the vacated easement;
- Held another progress meeting on Phase 2 of capital project 04-1621-CP, the crossing of Hwy 101 at the PAMF and new water main under Shoreway Road, with discussion around pipe alignment, existing utility's locations, and if and where conflicts could arise as plan preparation moves forward;
- Met the electrical engineer for the Folger EoC project and PG&E on site to discuss the location of an onsite power transformer and location for power into the buildings;
- Working with West Coast Arborists (WCA) to develop a scope of work and District counsel for a public works contract for regular tree maintenance on District properties;
- WCA used their Arbor Access GIS software to complete a tree inventory of District property trees;

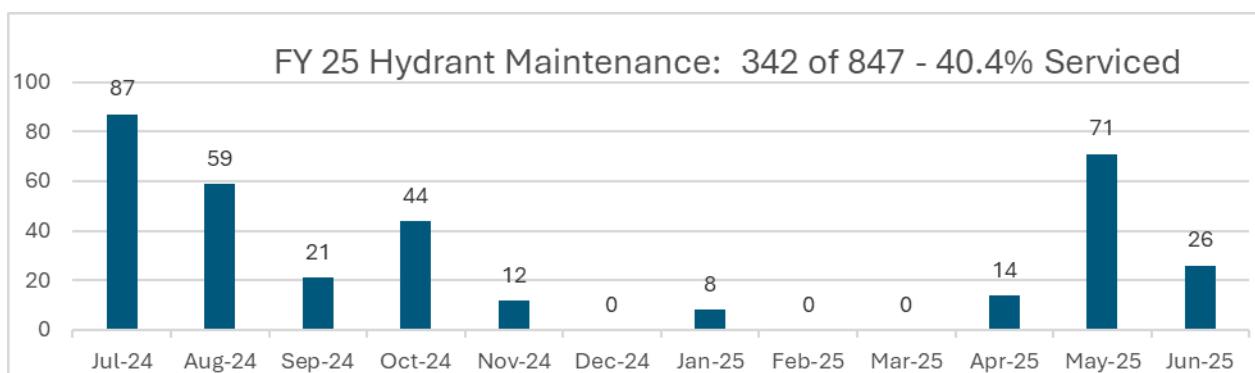
- A leak survey started in late May with Subtronic Leak Detection has been completed. Waiting for report;
- Completed a cathodic protection survey (corrosion protection) of system conducted by JDH Corrosion Consultants; and
- Completed four (4) 1-inch service upgrades to these addresses: 2606 Read, 2609 Newlands, 2318 Buena Vista and 1850 Alden.

### **Maintenance:**

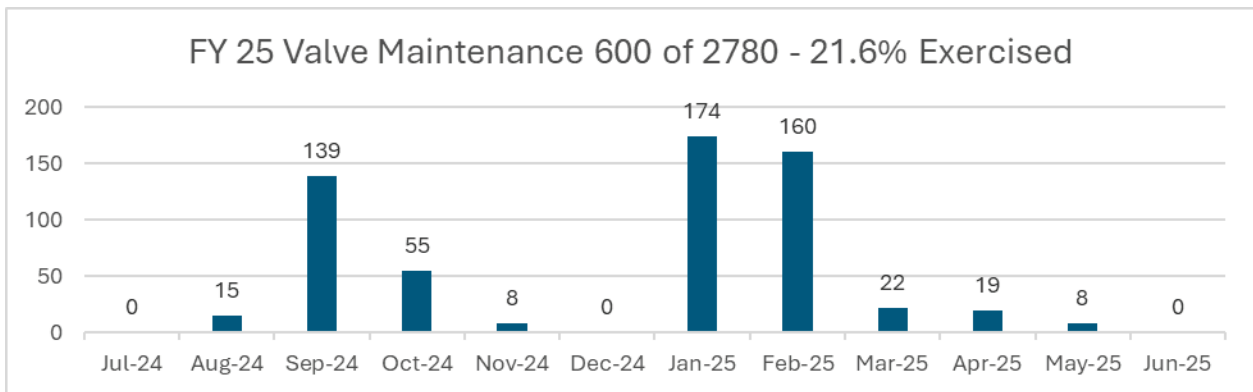
- Replaced broken curb stop at water meter on service at 3404 Plateau;
- Repaired one (1) water main break during June at: 3413 Plateau;
- Replaced 4 water meters as part of service upgrades;
- Replaced 6 water meters with water use measuring issues;
- Replaced 1 meter register due to weak batteries;
- Replaced 13 meters transceivers due to weak batteries;
- Responded to and completed 258 USA (underground service alerts) location requests during month. Running 12-month location requests total is 3,155, an average of 263 per month;



- Hydrant maintenance visits: 25



- Valves exercised during the month: 0



- Collected the requisite 44 water samples in June from 11 sample station sites. None of the samples tested positive for total coliform;
- Staff continue to closely monitor the water quality and system conditions as part of normal operations; and
- During June staff flushed 12 water lines with dead ends.

### **System Repairs:**

Date	Location	Event	Material	Installation Date	Estimated Water Loss (Gals.)
6/17/25	3413 Plateau	Pipe Split	6" CIP	1956	~ 40,000

### **Development:**

Staff continue to work with developers and monitor 74 development projects:

#### **Mixed Use Commercial/Multi-Family Residential: 14**

- o 1324 Old County Road; a 2- or 3-unit multi-family with ground floor retail space; moving forward slowly, fire flow test requested and performed several months ago;
- o 1301 Shoreway Road; proposed life science building. A water supply assessment was prepared and approved and nothing since, but Carlos DeMelo mentioned movement at HIA in past;
- o 2 Davis Drive; offices and research space, & fire station; no forward progress to staff's knowledge since late 2019;
- o 500-530 Harbor – information provided to developer and nothing new to report;
- o 580 Masonic – information provided to developer and Carlos DeMelo mentioned some progress on this development, just not with us yet;
- o 608 Harbor: a 103-unit multi-family development; letter of intent to serve provided and no progress staff is aware of;



- 800 Laurel Avenue; a 16-unit town home residential project (area not provided); currently reviewing plans and have asked for a resubmittal of civil plans;
- 678 Ralston; 65-unit, 100% affordable apartment complex; no contact from developer yet;
- 800 Belmont Avenue; information provided to developer and no forward progress;
- 803 Belmont Avenue; a 125-unit multi-family residential project (area not provided); under construction, but has not started utility work yet;
- 601 Harbor Blvd/1421 Old County Road: proposed life science building working through entitlement process and a Water Supply Assessment in late 2022;
- Island Parkway Life Science Campus; office, research & development project; no contact from developer yet;
- 900 El Camino Real; a 37-unit multi-family residential project starting on 2<sup>nd</sup> floor with commercial lease space on 1<sup>st</sup> floor (area not provided); plans approved and working towards a Water Service Agreement with the developer;
- 642 Quarry Road – preliminary, information provided to developer.

**Commercial: 16**

- Reviewing Plans – 12
- Approvals Received – 2
- In Construction - 2

**Residential: 44**

- Plans In Review – 31 including 1 ADU (auxiliary dwelling unit)
- Plans Through Staff Approval Process – 10
- Project In Construction - 3

**Administration:**

- Attended a virtual meeting put on by Peninsula Clean Energy on EV Chargers for property managers. Meant for multi-family building;
- Several staff members attended an Emergency Operations Planning meeting with neighboring water purveyors and the San Mateo Consolidated Fire District at the Fire District's office in San Mateo;
- Met with the District's Verizon business representative – an annual get together;
- Attended the BAWSCA WMR meeting in Burlingame;
- Staff attended the Belmont Public Works Department's sewer improvement project's pre-construction meeting;
- A couple of staff met virtually with CUEA (California Utilities Emergency Association). A meet and greet, and to show the District's interest in joining the association. The association is comprised of many types of service utilities and serves as a point of contact between utilities and other governmental agencies before, during and after an emergency;
- Held our quarterly meeting with Belmont Public Works staff at Dairy Lane;

- A few members of staff attended the SFPUC Wholesale Customer meeting at their Millbrae facility;
- District held first aid/CPR training event for all employees;
- Staff participated in the BAWSCA Leak Workgroup virtual meeting;
- Developed a Safety Jeopardy game plan for District's bi-weekly safety meetings;
- Updated and finalized the District's safety incentive program for FY2025;
- Ops staff continue to make progress on creating a list of District asset inventory using a cloud-based database tool;
- Attended staff meeting for management and supervisors;
- Participated in weekly call with District Engineer, General Manager, and Operations Supervisor on District matters and projects; and
- Continue to actively manage power use for pumping operations via SCADA.



## **AGENDA ITEM NO. 9.A.5.**

TO: Board of Directors  
FROM: Kathryn Wuelfing, General Manager  
DATE: July 24, 2025

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### **GENERAL MANAGER'S REPORT**

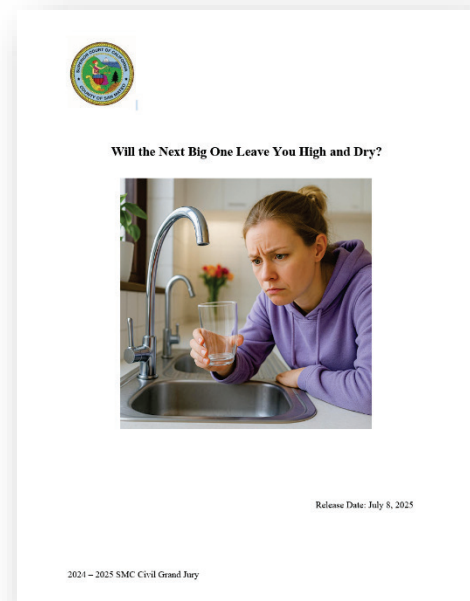
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#### **Key Activities Since June Meeting**

- **Operations Manager Update** – As ASM Bell also reported, our new Operations Manager Sarah Scheidt will be joining us August 4<sup>th</sup>. Sarah is most recently coming to us from her position as Environmental Operations Manager for the San Francisco International Airport, and has previously worked for the Cities of San Mateo and Sunnyvale. We are very excited to have her join the team, and appreciate the 3 month overlap as Rene transitions to retirement.
- **Grand Jury Report** – The 2024-2025 San Mateo County Civil Grand Jury released a report called “Will the Next Big One Leave You High and Dry?” on Jul 8, 2025. This was a follow-up to a previous report by the 2021-2022 grand jury. The report identified and focused on 5 water agencies (i.e., Coastside County Water District, East Palo Alto, Estero Municipal Improvement District/Foster City, Montara Water and Sanitary District, and Redwood City) and San Mateo County. MPWD is not named in the current report and is not asked to respond to it.

The report notes that the 2022 Grand Jury report recommended, based on EPA guidance:

- a) Sharing contact information between the agencies and water providers;
- b) Joint training and exercises, and mutual facilities tours;
- c) Creating a “water desk” at the emergency agency; and
- d) Coordinating public messaging during a water emergency.



The current Grand Jury found that the County has addressed items (a) and (d) above, but that “SMCEM had not implemented a water desk, had not conducted emergency water interruption exercises, and had not developed a coordination plan for emergency water interruption. To date, the SMCEM has conducted emergency preparedness exercises, but none have addressed catastrophic water interruption.” The recommendations for the County included:

- The Grand Jury recommends that by December 31, 2025, the San Mateo County Department of Emergency Management develop a plan to align its policy with EPA recommendations by coordinating disaster response preparedness with all county water providers.
- The Grand Jury recommends that by October 31, 2026, SMCEM report on the status of the mitigation projects contained in the 2021 and upcoming 2026 LHMP plans. The status of the 2021 projects should be included in the relevant partner annex when the plan is published in 2026.

The Grand Jury report (without appendices) is attached. A San Mateo Daily Journal article on the report can be found here: [https://www.smdailyjournal.com/news/local/are-water-providers-ready-for-disaster-in-san-mateo-county/article\\_331ff7ab-e139-451f-9a6e-2c836215fa77.html](https://www.smdailyjournal.com/news/local/are-water-providers-ready-for-disaster-in-san-mateo-county/article_331ff7ab-e139-451f-9a6e-2c836215fa77.html)

- **Supervisor Noelia Corzo Visit** – Supervisor Noelia Corzo is scheduled to visit the District on August 27<sup>th</sup>. We look forward to her visit and introducing her to our staff and the good work we do for the community.
- **Capital Project Fund Report** – Normally in July Dan Bergmann of IGService would give a report to the Board on the reconciliation of Certificate of Participating spending and on the status of the Capital Find Report. We reached out to Dan, and he suggested that we skip this report, because there’s not anything substantial yet to report on. He will give his first formal report in January 2026. The 2016 COP has been closed out, as Dan previously reported, and there had been no spending on the 2025 COP through the reporting period. It is noted that in July, we submitted our first requisition to the account for \$10,746. We are currently preparing a much larger requisition for roughly \$500,000, that will reimburse District reserves for engineering and design costs associated with the Folger, Dairy Lane, Dekoven Tank Replacement, and 101 Undercrossing projects. Once that requisition is processed, the funds will be deposited back into the District’s capital project reserve. As District Treasurer Ramsey includes in his report, the majority of COP funds are invested in US Treasuries, in a scheme that supports our anticipated cash flow and is expected to yield the District interest earnings roughly equal to our arbitrage rate.
- **Quarterly US Treasury Earnings** – The District has invested a significant portion of its reserves (i.e., \$16.2M) in a laddered US Treasury portfolio. Wulff Hansen’s quarterly portfolio earnings report for the

To: Ken Wueffling, Rene Ramirez and Allison Bell, Mid Peninsula Water District  
 From: Bud Levine and Rob Pankratz, Wulff, Hansen & Co.  
 Date: July 21, 2025  
 Subject: Quarterly Portfolio Earnings: April 1, 2025 through June 30, 2025

During the period from April 1, 2025 through June 30, 2025, the District held the following U.S. Treasury securities in its portfolio during all or a portion of the period:

CUSIP Number	Portfolio Date	Total Value	Current Yield	Price	Unamortized Premium	Unamortized Discount	Total Cost	Total Proceeds	Yield to Maturity
12282027	Apr. 30, 2025	2,763,000	0.375%	98.395	128,357	2,634,643	0	2,634,643	Apr. 30, 2025 3.49%
12277045	Dec. 31, 2024	2,255,000	0.000%	97.683	48,796	2,206,204	0	2,206,204	Mar. 31, 2025 4.47%
12282020	Jul. 1, 2025	1,487,700	0.260%	94.961	85,044	1,402,656	1,762	1,404,418	Jul. 31, 2025 3.09%
12282027	Jul. 31, 2024	1,079,000	0.250%	95.552	127,793	2,944,212	0	2,944,212	Jul. 31, 2025 4.09%
12282019	Apr. 30, 2025	1,853,000	0.220%	97.084	13,852	1,739,148	1,377	1,853,525	Oct. 31, 2025 4.20%
12282014	Nov. 1, 2025	4,304,000	4.250%	100.245	(1,375)	4,305,375	32,452	5,023,828	Apr. 30, 2026 4.00%

All dollar amounts are rounded to the nearest dollar.  
 \* Accrued interest paid by District to winning bidder.

**Quarterly Book Earnings**  
 During the period from April 1, 2025 through June 30, 2025, the District's portfolio of U.S. Treasury securities had book earnings of \$128,734 which is equivalent to an annualized book yield of 4.59%. By comparison, during the same period the average daily yield paid on deposits in the Local Agency Investment Fund (LAIF) was 4.27%.

Quarterly book earnings of \$128,734 included the following:

- \$40,233 of interest earnings, plus
- \$88,521 of accreted discount.

Wulff, Hansen & Co.

period of April 1 through June 30, 2025 is attached. During the period from April 1, 2025 through June 30, 2025, the District's portfolio of U.S. Treasury securities had book earnings of \$128,734 which is equivalent to an annualized book yield of 4.59%. By comparison, during the same period the average daily yield paid on deposits in the Local Agency Investment Fund (LAIF) was 4.27%. Wulff Hansen also shared with us that not only our we out-performing LAIF, our portfolio actually continues to outperform their other municipal clients with similar portfolios. We keep timing the market well!

- **CSDA GM Leadership Summit** – I attended the CSDA GM Leadership Summit, and it was wonderful as usual. This conference focuses on leadership and governance issues faced by general managers, assistant general managers, and similar roles. I attended talks including: #Hashtag Worthy Leadership with Jon Petz; Fire Service Delivery through Reorganization; CalPERS State of the System; Optimizing Special District IT Budgets: A Comprehensive Planning Guide; Blue Ribbon Leadership; Challenges for Human Trust in a Connected and Technology-Driven World; and CSDA Legislative Update.
- **FY 2024/2025 Audit** – CJ Brown & Company CPAs has begun work on our FY 2024/2025 Audit. The interim testing period is scheduled for August 6<sup>th</sup> through August 8<sup>th</sup>, and we have been responding to requests for information from the audit firm. The final audit work is scheduled for November 10<sup>th</sup> through November 14<sup>th</sup>.
- **CPR/AED and CalOSHA First Aid Training** – Staff all had CPR/AED and First Aid training in June. This was a great refresher for everyone, and something that we like to do every 2 years to keep it all fresh in our minds.
- **Belmont 2X2** – It is time to reach out to schedule the 2x2 meeting with the City of Belmont. I'll be reaching out to Directors Vella and Cotten for their availability.
- **Folger Drive EOC** – Noll & Tam are working through comments on the building permit application. We are currently in discussion with the City Building Official regarding how to address some ADA issues. OCMI conducted a very thorough constructability review of the current plans, and provided very detailed and productive feedback to the design team. They also conducted an independent review of the cost estimates, and generally agreed with the findings. There are some issues we are working through, including the potential need to build a sidewalk along the property, and the potential need to remove trees in that area.
- **Tier 2 and Minimum Purchase Quantities** – The MPWD approved of the WSA Amendment at the June Board meeting. To date, 11 BAWSCA agencies, representing 30% of SFPUC purchases have also approved of these amendments. BAWSCA continues to support agencies as they go through the adoption process, with seven more agencies schedule to consider adoption in the next month.
- **Dairy Lane Rehab** – Design work is underway. An initial cost estimate was received, and Noll & Tam are currently working on reviewing it in detail. Based on the cost estimate,



## GENERAL MANAGER LEADERSHIP SUMMIT



we will review the design and potentially adjust scope to best optimize project costs with needs.

- **Conferences & Training** – Scheduled to attend:
  - CSDA Board Secretary / Clerk Conference, Santa Rosa – October 27-29, 2025
  - ACWA JPIA Leadership, Roseville – November 5-6, 2025
  - CalPELRA – November 18-21, 2025

### **Key Meetings and Conferences Attended**

- City of Belmont Building Official Meeting – 7/15/2025
- ACWA JPIA Leadership In-Person Class – 7/10/2026-7/11/2025
- CSDA GM Leadership Summit – 6/29/2025 – 7/1/2025
- City of San Carlos – 101 Undercrossing Project Meeting – 6/26/2025
- CPR/AED and CalOSHA First Aid Training – 6/23/2025
- Monthly Coordination Meeting with John Davidson
- Weekly meetings with Noll & Tam Architects
- Weekly meetings with James Ramsey of Eide Bailly
- Weekly meetings with Joubin Pakpour of PCG
- Bi-Weekly Safety/Rap Session Meetings with All Staff

### **3-MONTH LOOK AHEAD FOR BOARD MEETINGS**

August 2025 – No Board Meeting

September 25, 2025 (Fourth Thursday)

- § Receive Annual Report on Fiscal Year Reimbursements over \$100 to Employees. Post to website (CA Government Code § 53065.5)
- § Consider Updating Ordinance 128 to Comply with New State Law
- § Consider Vacating an Easement crossing property known as 1405 Solana Drive, Belmont CA, owned by the Charles Armstrong School, which the District no longer needs for operational purposes
- § Consider accepting an easement for 495 Bragato Road
- § Consider policy Authorizing Key Field Staff to Take Home District Vehicles for the Purpose of Improving Emergency Response Time
- § Consider Adopting a Policy Regarding the Use of Artificial Intelligence
- § Consider Adoption of the MPWD Cross-Connection Control Plan
- § Receive report on 2x2 meeting with the City of Belmont
- § Consider Resolution Approving Updated MPWD Personnel Manual
- § Receive BAWSCA Update
- § Receive Report on the California and San Francisco Regional Water System Conditions
- § GM annual performance review (closed session)

October 23, 2025 (Fourth Thursday)

- § Receive Catalog of Enterprise Systems annual review and update as necessary
- § Quarterly Water Conservation Activities and Programs Report
- § Review HSA contribution amounts with respect to current CDHP deductibles
- § Consider and Confirm MPWD 2025 Regular Board Meeting Schedule
- § Receive Report on the California and San Francisco Regional Water System Conditions

Special Meeting for Board Member Field Day – Date TBD

- § Opportunity for Board Members to Tour some District Facilities

**Committee Activities**

Finance Committee Meeting – Date TBD

- § None currently identified



## **Will the Next Big One Leave You High and Dry?**



Release Date: July 8, 2025

## ISSUE

To what extent are water providers in San Mateo County prepared to supply water to customers in the event of a major catastrophe such as an earthquake, wildfire, tsunami, etc.?

## SUMMARY

This report builds on the findings from the 2021–22 San Mateo Civil Grand Jury report titled *“The Other Water Worry: Is Your Water Provider Prepared for the Big One?”* Parts of the background, legal details, and discussion have been taken directly or adapted from that earlier report, where the facts remain accurate and relevant. All new findings and suggestions in this report reflect the 2024–25 Grand Jury’s investigation.

San Mateo County faces several kinds of disasters—both natural and man-made—that may need an emergency response. These include wildfires, strong earthquakes, tsunamis, cyberattacks, and the intentional poisoning of water supplies. The San Francisco Public Utilities Commission (SFPUC) expects to restore access to the Hetch Hetchy Water System within 72 hours of a major earthquake. However, some County water providers don’t have enough backup water or power to run pumps and generators for three full days.

The 2021–22 Grand Jury investigated 12 County water providers. At that time, each had a formal Emergency Response Plan (ERP) as required by the Environmental Protection Agency (EPA), but none had written After-Action Reports (AARs) to show the results of their emergency drills. We followed up with the following providers: Estero Municipal Improvement District, Redwood City, and East Palo Alto to see if their testing, review, and improvement processes had gotten better. We also looked at two coastside water districts, Coastsides County Water District and Montara Water and Sanitary District, because their location makes them more isolated.

We found a big weakness in disaster planning. Although every provider had done tabletop exercises, only a few did hands-on drills, and none had run full-scale emergency exercises. This raises serious concerns about whether they are ready for a real crisis.

We also met with San Mateo County’s Department of Emergency Management (SMCEM, also known as the Department of Emergency Management or DEM). Even though the Department is in charge of coordinating emergency response, they have had minimal contact with water providers. They also do not track how much emergency water is available or whether local systems could keep providing water during a disaster.

SMCEM should create a disaster plan that follows EPA guidelines and work closely with local water providers. These providers need to improve their emergency readiness by making sure they

have enough stored water and fuel to last at least three days. They also need to follow their ERPs and carry out drills, then write AARs to show what they learned.

SMCEM is also responsible for initiating and managing the Multijurisdictional Local Hazard Mitigation Plan, last published in 2021. To ensure transparency and progress, the Grand Jury recommends that by October 31, 2026, SMCEM report on how the 2021 mitigation projects are moving forward. They should also set up a system to follow up and report on the 2026 Local Hazard Mitigation Plan once it is released.

## **BACKGROUND**

### **Water Matters**

Clean drinking water is a basic service that everyone depends on. However, it can be at risk from earthquakes, fires, floods, terrorism, and drought.

### **Earthquakes (Will) Happen**

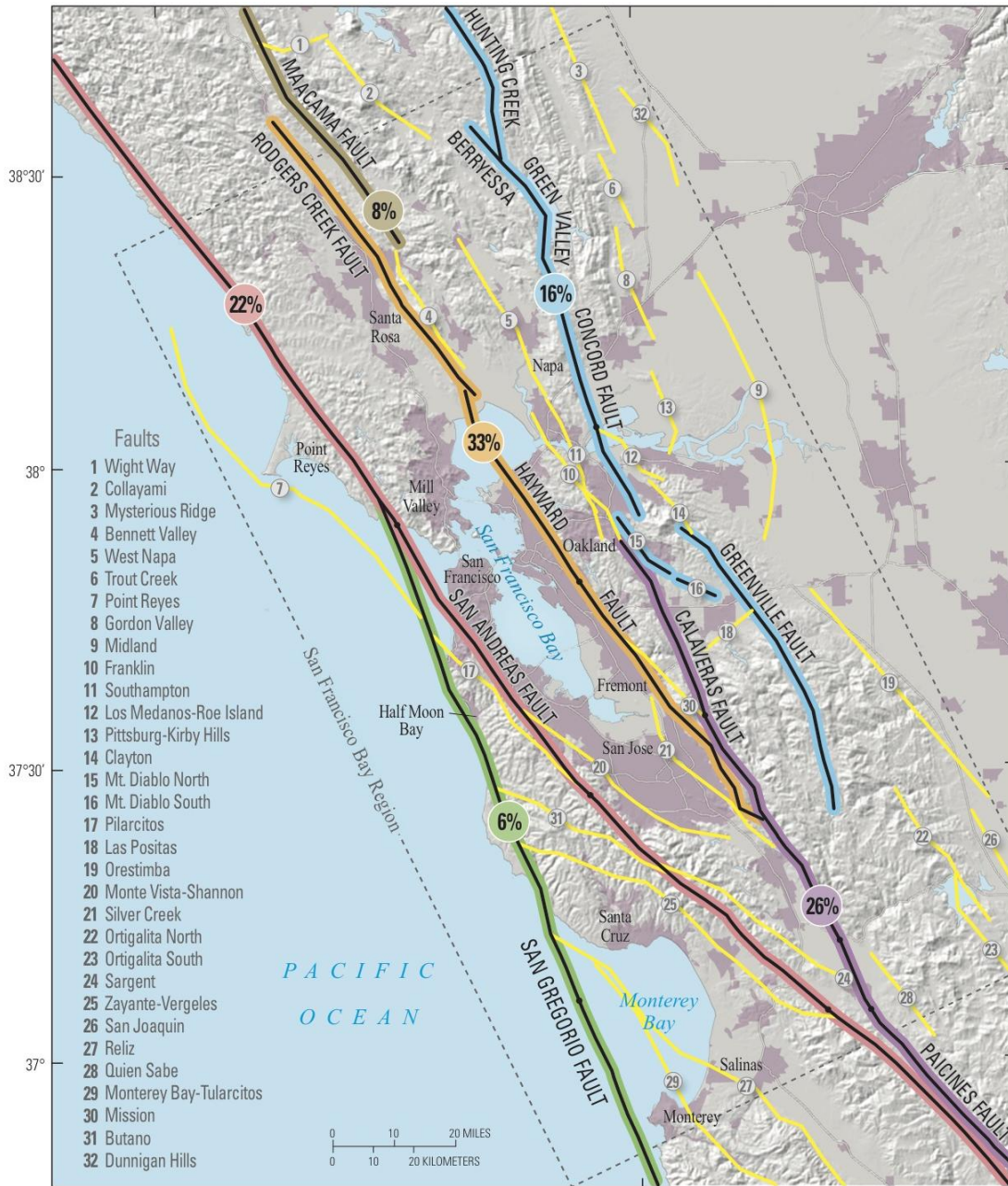
The U.S. Geological Survey says there is a 72% chance that a magnitude 6.7 earthquake will hit the San Francisco Bay Area in the next 30 years. The San Andreas Fault, which caused the major 1906 earthquake in San Francisco (magnitude 7.8), runs through San Mateo County. The Hayward Fault runs through the East Bay<sup>1</sup> and is also expected to cause a large quake that could damage key infrastructure. In Figure 1, each colored circle shows the chance of a 6.7 or stronger earthquake happening on a fault by 2043. Thick, colored lines show major plate boundary faults. Thin yellow lines mark more minor faults.

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<sup>1</sup> USGS, "Earthquake outlook for the San Francisco Bay region 2014–2043," Accessed May 2, 2025, <https://pubs.usgs.gov/publication/fs20163020>



**Figure 1: Map of Earthquake Outlook for the San Francisco Bay Region 2014–2043<sup>2</sup>**



<sup>2</sup> Map of known active geologic faults in the San Francisco Bay region | U.S. Geological Survey, Accessed May 2, 2025, <https://www.usgs.gov/media/images/map-known-active-geologic-faults-san-francisco-bay-region>

## **Risk and Resilience Assessment (RRA)<sup>3</sup>**

Under Section 1433 of the Safe Drinking Water Act (SDWA), which was updated in 2018 by America's Water Infrastructure Act (AWIA), community water systems that serve more than 3,300 people must complete a risk and resilience assessment (RRA) and create an emergency response plan<sup>4</sup>.

An RRA looks at the risks, threats, and possible damage from different hazards. According to the law, the RRA must cover:

- Risks from natural disasters and harmful human actions
- Strength of the system's parts, including pipes, water sources, treatment and storage sites, and automated systems
- How the system is monitored
- Financial systems that support the water system
- How the system uses, stores, or handles chemicals
- How the system is operated and maintained

Water systems must complete the RRA and send proof to the U.S. Environmental Protection Agency by the required deadlines. Every five years, they must review and, if needed, update the RRA and submit a new certification to the EPA.

## **Emergency Response Plan (ERP)<sup>5</sup>**

Each community water system (CWS) must complete or update its ERP within six months after finishing its RRA. The ERP should include:

- Steps and tools to make the system stronger and more secure, including protection against physical and cyber threats.
- Plans, procedures, and equipment to use if a disaster or attack makes it hard to provide clean drinking water.
- Ways to reduce the effects of disasters or attacks on public health and water supply such as using backup water sources, moving water intakes, or building flood barriers.
- Methods to help detect threats that could harm the system.

After finishing the ERP, the EPA recommends training staff and partners on what's in the plan and what their roles are. A long-term training and practice schedule helps make sure both experienced and new team members know how to respond.<sup>6</sup>

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<sup>3</sup> EPA/AWIA, RRA Requirements and Assistance Resources for CWSs that Serve More than 3,300, Accessed May 3, 2025, <https://www.epa.gov/waterresilience/awia-section-2013#RRA>

<sup>4</sup> EPA/AWIA, America's Water Infrastructure Act of 2018 (AWIA), Accessed May 3, 2025, <https://www.epa.gov/ground-water-and-drinking-water/americas-water-infrastructure-act-2018-awia>

<sup>5</sup> EPA/AWIA, ERP Requirements and Assistance Resources for CWSs that Serve More than 3,300, Accessed May 3, 2025, <https://www.epa.gov/waterresilience/awia-section-2013#ERP>

<sup>6</sup> EPA/AWIA, Community Water System Emergency Response Plan Template and Instructions, Accessed May 29, 2025, [https://www.epa.gov/sites/default/files/2019-07/documents/190712-awia\\_erp\\_template\\_instructions\\_kab\\_508c\\_v6.pdf](https://www.epa.gov/sites/default/files/2019-07/documents/190712-awia_erp_template_instructions_kab_508c_v6.pdf)

## **Water Sources**

Most of the County’s drinking water comes from the Hetch Hetchy Regional Water System, which includes the Hetch Hetchy reservoir in Yosemite National Park, over 130 miles away. This system is managed by the San Francisco Public Utilities Commission (SFPUC). In 2003, the Bay Area Water Supply and Conservation Agency (BAWSCA) was created to represent 26 cities, water districts, and private utilities that buy water from SFPUC. Sixteen providers in the County deliver SFPUC water to homes and businesses. A few small districts in the County don’t use SFPUC water. Instead, they get their water from local wells and groundwater. For example, the Montara Water and Sanitary District, included in this report, uses only local sources.

These water providers differ in several ways. They serve different-sized areas and customer bases, have different water capacities, and vary in ownership. Some are city-run water districts, some are special districts led by elected boards, and others are investor-owned and regulated by the California Public Utilities Commission. Their service areas don’t always match city boundaries. One city may have more than one water provider, and some providers serve parts of multiple cities.

Even though these providers operate independently, many of their systems are connected by “interties”. These links let them share water during times of need.

## **Securing the Source**

After 21 years of planning and building, SFPUC’s \$4.8 billion Water System Improvement Program (WSIP) is now 99% finished. The improvements made through the WSIP include building earthquake-resistant dams, aqueducts, underground tunnels, and 280 miles of large pipes. These pipes cross three major faults: Calaveras, Hayward, and San Andreas, along with many smaller faults.<sup>7</sup>

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<sup>7</sup> San Francisco Public Utilities Commission, Water Infrastructure Improvements, Accessed May 3, 2025, <https://www.sfpuc.gov/construction-contracts/water-infrastructure-improvements>

**Figure 2: Hetch Hetchy Regional Water System<sup>8</sup>**



Hardening and modernizing vulnerable water infrastructure against a major earthquake is costly, disruptive, and impractical for individual water providers. Therefore, much of the local distribution system, between the SFPUC “turnout” to the water provider and their customers’ taps, is likely to be older and more vulnerable to earthquake damage.<sup>9</sup>

## County Oversight

No County agency is specifically assigned responsibility for the regulation of water providers.

## The Key Role of Readiness: Plan, Practice, Evaluate

*“The water system’s training program should ... include routine training drills, tabletop exercises, and possibly functional exercises, depending on the utilities[’] resources. ...The water system should include all the key players in the training exercises, so everyone is familiar with emergency policies and procedures.”<sup>10</sup>*

*“Train as you fight; fight as you train – keep the training and exercises as close to real as possible because the skills and muscle memory developed are what will be called upon in the face of a real incident.”<sup>11</sup>*

- California State Water Board

Water service interruptions during an earthquake may be unavoidable, but how long and severe these interruptions are will depend largely on how prepared water providers and emergency

<sup>8</sup> <https://bawsc.org/water/supply/hetchhetchy>, accessed May 20, 2025

<sup>9</sup> Grand Jury interview

<sup>10</sup> 2015, *State Water Resources Control Board Division of Drinking Water Emergency Response Plan Guidance for Public Drinking Water Systems Serving a population of 3,300 or more*, accessed March 10, 2025, [https://www.waterboards.ca.gov/drinking\\_water/certlic/drinkingwater/documents/security/ddw\\_emergency\\_guidelines\\_0215.pdf](https://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/documents/security/ddw_emergency_guidelines_0215.pdf)

<sup>11</sup> California State Water Resources Control Board, “Water Resiliency”, accessed March 10, 2025, [https://www.waterboards.ca.gov/drinking\\_water/certlic/drinkingwater/water\\_resiliency/](https://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/water_resiliency/)



managers are. How do water providers plan for the potential chaos, obstacles, hazards, and other challenges an actual disaster may bring?

Both the EPA and FEMA, a key agency of the Department of Homeland Security, play important roles in helping water providers get ready for water emergencies.

The EPA offers tools that help agencies create their ERPs. According to the EPA, "... [t]he water sector should be involved in an ongoing cycle of planning, organizing, training, equipping, exercising, evaluating, and making corrective actions to stay ready for emergencies. This preparedness also boosts resiliency, which is essential for utilities to provide critical services during tough conditions."<sup>12</sup>

FEMA recognizes that well-organized practice sessions, like tabletop exercises, are a cost-effective, low-risk way to train staff, improve communication across organizations, and test plans, procedures, equipment, systems, tools, and facilities for emergency management. The government has put significant effort into supporting this goal. For instance, the Department of Homeland Security set up the Homeland Security Exercise and Evaluation Program (HSEEP) to train stakeholders like water and sanitation systems in creating and running key readiness exercises.<sup>13</sup>

An "After-Action Report" (AAR) is a formal review of an emergency preparedness exercise, such as a tabletop exercise. It highlights what worked well and what needs improvement, turning lessons learned into clear steps to enhance response efforts. It outlines the actions to be taken, assigns responsibilities, and sets a timeline for completing them.<sup>14</sup>

The lessons learned from the 1991 Oakland Hills fire and the 1989 Loma Prieta earthquake showed the value of mutual aid between water providers. This led to the creation of the California Water/Wastewater Agency Response Network (CalWARN), which now includes over 190 utilities across the state. CalWARN's mission is to promote statewide emergency preparedness, disaster response, and mutual assistance for public and private water and wastewater utilities.<sup>15</sup> Its network helps agencies find and share vital resources, such as equipment and personnel, during emergencies. The EPA recommends that water providers take part in mutual aid activities.<sup>16</sup>

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<sup>12</sup> EPA, "How to Develop a Multi-Year Training and Exercise (T&E) Plan", accessed March 12, 2025, [https://www.epa.gov/sites/default/files/2015-05/documents/how\\_to\\_develop\\_a\\_multi-year\\_training\\_and\\_exercise\\_plan\\_a\\_tool\\_for\\_the\\_water\\_sector.pdf](https://www.epa.gov/sites/default/files/2015-05/documents/how_to_develop_a_multi-year_training_and_exercise_plan_a_tool_for_the_water_sector.pdf). See also NIH, "Use of After-Action Reports (AARs) to Promote Organizational and Systems Learning in Emergency Preparedness", accessed March 25, 2025, <https://pmc.ncbi.nlm.nih.gov/articles/PMC3447598/>

<sup>13</sup> FEMA, "Homeland Security Exercise and Evaluation Program (HSEEP)", accessed March 12, 2025, <https://www.fema.gov/emergency-managers/national-preparedness/exercises/hseep>

<sup>14</sup> San Francisco Department of Emergency Management, "Phase 4: After Action Report and Improvement Planning," accessed March 12, 2025, <https://sfdem.org/phase-4-after-action-report-and-improvement-planning-0>

<sup>15</sup> California Water/Wastewater Agency Response Network (CalWARN), Mission Statement, accessed March 12, 2025. <https://www.calwarn.org>

<sup>16</sup> EPA, "Water Sector Utility Incident Action Checklist," accessed March 12, 2025, [https://www.epa.gov/system/files/documents/2021-10/incident-action-checklist-earthquakes\\_508c-final.pdf](https://www.epa.gov/system/files/documents/2021-10/incident-action-checklist-earthquakes_508c-final.pdf)



SMCEM is in charge of coordinating preparedness, response, and protection for large-scale incidents and disasters across the county. SMCEM handles alerting, notifying, and working with appropriate agencies within the County's 20 cities and unincorporated areas when a disaster occurs. It also ensures resources are available and mobilized in times of crisis, develops disaster response and recovery plans, and provides preparedness materials for residents.<sup>17</sup>

Originally managed by the County Sheriff's Office as the Office of Emergency Services, SMCEM became a stand-alone department in 2021 under the County Executive's Office. It is funded through a Joint Powers Agreement (JPA) between the County and its 20 cities. SMCEM's approach to emergency preparedness involves four phases: preparedness, response, recovery, and mitigation.

For mitigation, SMCEM leads the development of the Multijurisdictional Local Hazard Mitigation Plan (LHMP). This plan, updated every five years, provides a framework for assessing risks from various natural and man-made disasters. An updated LHMP is also required to access certain FEMA funding to help cover local disaster expenses. The most recent plan, released in October 2021, includes specific mitigation actions from each of the 36 participating cities and districts. The Executive Summary of the 2021 LHMP Plan provides as follows:

*“IMPLEMENTATION: The Steering Committee developed an implementation and maintenance strategy that includes monitoring of the plan's implementation, annual progress reporting, a strategy for continued public involvement, plan integration with other relevant plans and programs, and establishment of a subcommittee to oversee implementation progress.”<sup>18</sup>*

The Steering Committee disbanded after adopting the 2021 LHMP, resulting in a lack of oversight for the plan's implementation. Our research and interviews revealed no documentation tracking the progress of mitigation projects outlined in the 2021 LHMP.

SMCEM is set to initiate the development of the next LHMP, expected to take approximately 16 to 18 months. The process has commenced with updating contact information for plan participants.

To enhance transparency, we recommend that SMCEM collect and report on the status of mitigation projects from the 2021 plan. This information should be included in the relevant partner annex when the updated plan is published in 2026, allowing residents to assess progress in reducing foreseeable risks.

Furthermore, we suggest that the responsibilities of the Steering Committee include annual reporting on the status of mitigations developed in the 2026 plan.

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<sup>17</sup> San Mateo County's Department of Emergency Management (SMCEM), accessed March 25, 2025, <https://www.smcgov.org/dem>

<sup>18</sup> 2021 Multijurisdictional LHMP | County of San Mateo, CA, accessed March 25, 2025, <https://www.smcgov.org/ceo/2021-multijurisdictional-lhmp>

## METHODOLOGY

The Grand Jury reviewed the following documents from the water providers:

- Coastside County Water District ERP December 2024 Redacted
- Coastside County Water District RRA 2021
- East Palo Alto ERP 2022
- East Palo Alto Master Water Plan March 2022
- Community Water System Risk and Resilience Assessment Estero Municipal Improvement District
- Estero Municipal Improvement District Emergency Response Plan
- Montara MWSD ERP 07/18/2019 Redacted
- Montara MWSD RRA 08/10/2020 Summary Report Redacted
- Redwood City ERP 08/17/21
- Redwood City RRA 12/16/2020

We also reviewed:

- Bay Area Water Supply & Conservation Agency Annual Survey Fiscal Year 2022-2023
- Multijurisdictional Local Hazard Mitigation Plan October | 2021 Volume 2—Planning Partner Annexes
- County of San Mateo Emergency Operations Plan | Basic Plan
- San Mateo Grand Jury 2021-2022 Report: The Other Water Worry: Is Your Water Provider Prepared for the Big One?
- 2021 Multijurisdictional Local Hazard Mitigation Plan

## DISCUSSION

### Backup Water and Fuel

The SFPUC's seismic design guide says their goal for the Hetch Hetchy Water System Improvement Program is to restore 70% of winter water demand at customer connection points within 24 hours after a major earthquake. The Grand Jury found that local water providers believe the upgraded SFPUC system should be working within three days.<sup>19</sup> Based on interviews, the Grand Jury used a three-day emergency water supply as a general goal for these providers. However, their readiness varies. For instance, East Palo Alto still lacks enough water storage, and the Montara Water and Sanitary District only has enough diesel fuel to keep its emergency generators running for one day.

### County Responsibilities

The 2022 Grand Jury noted that in a catastrophic event, SMCCEM is responsible for alerting and coordinating agencies' responses, ensuring availability of resources, and developing plans for response and recovery.

The 2022 Grand Jury also noted that the EPA had published guidance for cooperation that is

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<sup>19</sup> Grand Jury Interviews

needed between local emergency management agencies, such as SMCEM, and the water providers serving the local communities. Its recommendations include:

- Sharing contact information between the agencies and water providers;
- Joint training and exercises, and mutual facilities tours;
- Creating a “water desk” at the emergency agency; and
- Coordinating public messaging during a water emergency.<sup>20</sup>

The 2022 Grand Jury found a gap between these recommendations and SMCEM practices.

The current Grand Jury decided to follow up on this report to determine if any of these gaps have been closed. In our interviews with water providers and SMCEM, we determined that two of the gaps had been addressed. Contact information for water providers and agencies had been shared in the 2021 LHMP. Additionally, SMCEM appears to be well prepared to communicate to the public in an emergency situation.

However, other gaps remain. In our interviews, we determined that SMCEM had not implemented a water desk, had not conducted emergency water interruption exercises, and had not developed a coordination plan for emergency water interruption. To date, the SMCEM has conducted emergency preparedness exercises, but none have addressed catastrophic water interruption.

## FINDINGS

The following findings apply to the specific governing bodies identified under “Request for Responses” below:

- F1. The County Department of Emergency Management has not followed EPA recommendations that it coordinate disaster responses with County water providers, which may compromise its ability to execute a response to a catastrophic interruption in water distribution service.
- F2. The water provider does not have three (3) days of emergency water storage, potentially compromising its ability to supply water following a catastrophic interruption in water distribution service.
- F3. The water provider does not have three (3) days of emergency fuel storage, affecting its ability to supply water following a catastrophic interruption in water distribution service.
- F4. The water provider could not produce documentation analyzing past exercises to test readiness and improve their performance, impacting their ability to supply water following a catastrophic interruption in water distribution service.
- F5. The water provider does not perform operational Functional or Full-Scale exercises, compromising the clarity of roles and responsibilities, and helping identify resource gaps.

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<sup>20</sup> Connecting Water Utilities and Emergency Management Agencies, accessed May 21, 2025  
[https://www.epa.gov/sites/default/files/2018-05/documents/water\\_emaconnection.pdf](https://www.epa.gov/sites/default/files/2018-05/documents/water_emaconnection.pdf)

- F6. Local agencies are responsible for oversight of the status of their Local Hazard Mitigation Plans, published in October 2021. While local jurisdictions remain responsible for implementation, there is no central repository reporting on overall progress.

## RECOMMENDATIONS

The following recommendations apply to the specific governing bodies identified under “Request for Responses” below:

- R1. The Grand Jury recommends that by December 31, 2025, the San Mateo County Department of Emergency Management develop a plan to align its policy with EPA recommendations by coordinating disaster response preparedness with all county water providers.
- R2. The Grand Jury recommends that by December 31, 2027, the water provider will develop plans to increase emergency water storage capacity sufficient to provide emergency water to its community for a minimum of three (3) days.
- R3. The Grand Jury recommends that by December 31, 2026, the water provider develop plans to increase emergency fuel and pumping capabilities in order to provide emergency water to their community for a minimum of three (3) days.
- R4. The Grand Jury recommends that by December 31, 2025, the water provider perform an analysis and document an After-Action Report consistent with its emergency response plan.
- R5. The Grand Jury recommends that by June 30, 2026, the water provider perform, at a minimum, functional operational exercises consistent with its emergency response plans (ERP).
- R6. The Grand Jury recommends that by October 31, 2026, SMCEM report on the status of the mitigation projects contained in the 2021 and upcoming 2026 LHMP plans. The status of the 2021 projects should be included in the relevant partner annex when the plan is published in 2026.

## REQUEST FOR RESPONSES

Pursuant to Penal Code Section 933.05, the Grand Jury requests responses from the following governing bodies:

Respondents	F1	F2	F3	F4	F5	F6	R1	R2	R3	R4	R5	R6
Coastside County Water District												
East Palo Alto		X	X	X	X			X	X	X	X	

Estero Municipal Improvement District			X					X			
Montara Water and Sanitary District			X		X			X		X	
Redwood City											
San Mateo County Board of Supervisors	X					X	X				X

The governing bodies indicated above should be aware that the comment or response of the governing body must be conducted subject to the notice, agenda, and open meeting requirements of the Brown Act.

## RESPONSE REQUIREMENTS

California Penal Code Section 933.05 provides as follows (emphasis added):

- (a) For purposes of subdivision (b) of Section 933, as to each grand jury finding, the responding person or entity shall report one of the following:
  - (1) The respondent **agrees** with the finding.
  - (2) The respondent **disagrees** wholly or partially with the finding, in which case the response shall **specify the portion of the finding that is disputed and shall include an explanation of the reasons therefor.**
- (b) For purposes of subdivision (b) of Section 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions:
  - (1) The recommendation has been implemented, **with a summary regarding the implemented action.**
  - (2) The recommendation has not yet been implemented but will be implemented in the future, **with a timeframe for implementation.**
  - (3) The recommendation requires further analysis, **with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.**
  - (4) The recommendation will not be implemented because it is not warranted or is not reasonable, **with an explanation therefor.**



## **GLOSSARY**

AAR - An After-Action Report evaluates an emergency response exercise. It is designed to assess the performance of exercise objectives and capabilities by documenting strengths, weaknesses, and corrective actions.

AWIA - America's Water Infrastructure Act improves drinking water and water quality, deepens infrastructure investments, and enhances public health and quality of life. The AWIA provisions are the most far-reaching changes to the Safe Drinking Water Act, with over 30 mandated programs.

BAWSCA - The Bay Area Water Supply and Conservation Agency is a consortium formed by the State of California and major water providers in the San Francisco Bay Area for the purpose of negotiating water purchases to buy water from the Hetch Hetchy Regional Water System.

CalWARN - California Water/Wastewater Agency Response Network. CalWARN's mission is to support and promote statewide emergency preparedness, disaster response, and mutual assistance processes for public and private water and wastewater utilities.

CWS - A Community Water System consistently supplies water to at least 25 people or 15 service connections year-round and is either publicly or privately owned.

EMID - Estero Municipal Improvement District

EPA - Environmental Protection Agency

ERP - An Emergency Response Plan is a structured set of procedures that organizations follow to prepare for, respond to, and recover from emergencies or disasters. It outlines key roles, responsibilities, communication strategies, and actions to take during events like natural disasters, fires, medical emergencies, or security threats.

FEMA - Federal Emergency Management Agency

HSEEP - Homeland Security Exercise and Evaluation Program

LHMP - Multijurisdictional Local Hazard Mitigation Plan 2021. Thirty-six local governments and special districts in San Mateo County began working together to update the San Mateo County Multijurisdictional Local Hazard Mitigation Plan

MWSD - Montara Water and Sanitary District

RRA - Risk and Resilience Assessment

SDWA - The Safe Drinking Water Act is a U.S. federal law enacted in 1974 to protect the quality of drinking water. It authorizes the Environmental Protection Agency (EPA) to set national standards for drinking water safety, covering both naturally occurring and man-made

contaminants. The law applies to all public water systems (but not private wells) and ensures that drinking water meets health-based standards.

SFPUC - The San Francisco Public Utilities Commission owns and controls the water that flows from the Hetch Hetchy Regional Water System to water providers in the Bay Area.

SMCEM - San Mateo County Emergency Management. The Department of Emergency Management (SMCEM) coordinates countywide preparedness, response, and protection services and activities for large-scale incidents and disasters. SMCEM is responsible for alerting, notifying, and coordinating with appropriate agencies within the county's 20 cities and unincorporated county areas when disaster strikes.<sup>21</sup>

SWRCB - State Water Resources Control Board

UWMP - Urban Water Management Plans (UWMPs) are prepared by urban water suppliers every five years. These plans support the suppliers' long-term resource planning to ensure adequate water supplies are available to meet existing and future water needs. The information collected from UWMPs is useful for local, regional, and statewide water planning.<sup>22</sup>

WSIP - The Water System Improvement Program (WSIP) is a multi-year capital program that is \$4.8 billion to upgrade the SFPUC's regional and local water systems. The program repairs, replaces, and seismically upgrades crucial portions of the Hetch Hetchy Regional Water System.

WSMP - City of East Palo Alto "Water System Master Plan"

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<sup>21</sup> California Department of Water Resources, Urban Water Management Plans, Accessed May 12, 2025, <https://water.ca.gov/Programs/Water-Use-And-Efficiency/Urban-Water-Use-Efficiency/Urban-Water-Management-Plans>

<sup>22</sup> County of San Mateo, Emergency Management, Accessed May 12, 2025, <https://www.smcgov.org/dem>

**To** Kat Wuelfing, Rene Ramirez and Alison Bell, Mid-Peninsula Water District

**From** Bud Levine and Rob Pankratz, Wulff, Hansen & Co.

**Date** July 21, 2025

**Subject** Quarterly Portfolio Earnings: April 1, 2025 through June 30, 2025

During the period from April 1, 2025 through June 30, 2025, the District held the following U.S. Treasury securities in its portfolio during all or a portion of the period:

CUSIP Number	Purchase Date	Face Value	Coupon Rate	Price	Discount (+) Premium (-)	Principal Cost	Accrued Interest*	Total Cost	Final Maturity	Yield to Maturity
912828ZL7	Apr. 30, 2024	2,783,000	0.375%	95.395	128,157	2,654,843	0	2,654,843	Apr. 30, 2025	5.16%
912797ND5	Oct. 31, 2024	2,233,500	0.000%	97.818	48,746	2,184,754	0	2,184,754	May. 1, 2025	4.47%
91282CAB7	Jul. 1, 2024	1,687,700	0.250%	94.961	85,044	1,602,656	1,762	1,604,418	Jul. 31, 2025	5.09%
91282CAB7	Jul. 31, 2024	3,079,000	0.250%	95.525	137,785	2,941,215	0	2,941,215	Jul. 31, 2025	4.89%
91282CAT8	Jan. 31, 2025	1,853,000	0.250%	97.094	53,853	1,799,147	1,177	1,800,325	Oct. 31, 2025	4.25%
91282CJV4	May. 1, 2025	4,964,000	4.250%	100.145	(7,175)	4,971,175	52,451	5,023,626	Jan. 31, 2026	4.05%

All dollar amounts are rounded to the nearest dollar.

\* Accrued interest paid by District to Winning Bidder.

### Quarterly Book Earnings

During the period from April 1, 2025 through June 30, 2025, the District's portfolio of U.S. Treasury securities had book earnings of **\$128,734** which is equivalent to an annualized book yield of **4.59%**. By comparison, during the same period the average daily yield paid on deposits in the Local Agency Investment Fund (LAIF) was **4.27%**.

Quarterly book earnings of **\$128,734** included the following:

- **\$40,213** of interest earnings, plus
- **\$88,521** of accreted discount.

**Fees**

The book earnings shown above do not take into account any fees that were incurred by the District for services provided by the Municipal Advisor, Bidding Agent / Registered Investment Advisor or Custodian Bank. The total of such fees incurred by the District during the period equaled approximately **\$4,009**.

**Next Steps**

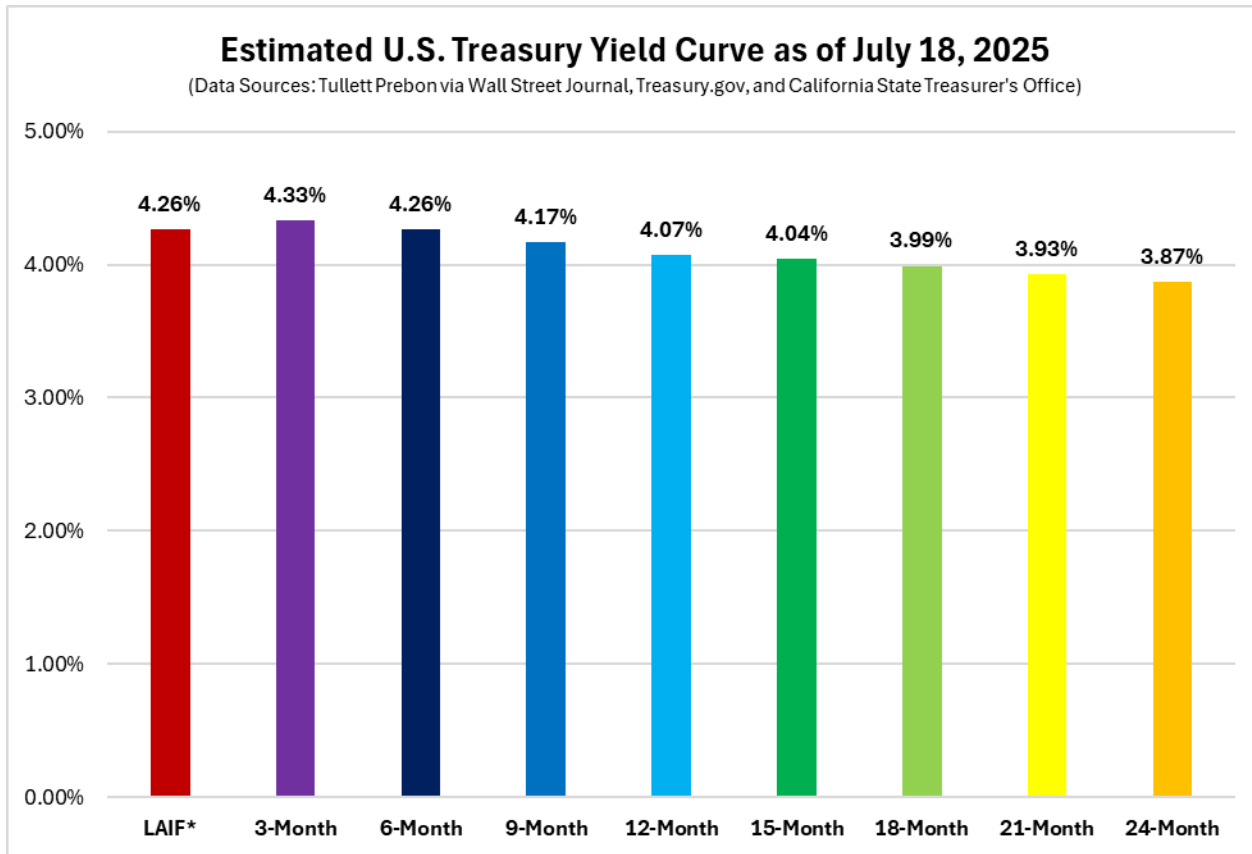
The District does not need to take any further action at this time. This report is informational only.

The next scheduled maturity of Treasury securities in the District's portfolio will occur on July 31, 2025. Prior to the maturity of each Treasury security in the District's portfolio, the Wulff Hansen team will assist the District in evaluating its expected cash flow requirements and liquidity needs, and its potential reinvestment options.

Meanwhile, all of the Treasury securities in the District's portfolio are held in trust for the District by its Custodian Bank. The scheduled payment of interest and principal on each security will be automatically credited to the District's custody account upon receipt, and the District will continue to receive monthly account statements from the Custodian Bank.

**Invest Additional Funds**

Depending on the District's cash balances and its expected future cash flow requirements and liquidity needs, the District may wish to consider investing additional funds in one or more U.S. Treasury securities, in order to earn additional interest income. If so, the Wulff Hansen team can help arrange for any such additional investment. Please note however that such additional investment would incur additional compensation to Municipal Advisor, based on its current fee schedule, and therefore Municipal Advisor would have an incentive to recommend such an additional investment. For your reference, the current U.S. Treasury yield curve is as follows:



\*LAIF rate as of July 16, 2025

### Liquidate Securities

If the District ever needs immediate access to some or all of its invested funds due to a large unanticipated financial obligation or emergency situation, then the Wulff Hansen team can help arrange for the prompt liquidation of one or more Treasury securities in the District's portfolio.

The market value of the District's portfolio – as opposed to its face value – typically fluctuates over time as interest rates change. According to the most recent monthly custody account statement, the estimated market value of the Treasury securities in the District's portfolio on June 30, 2025 was **\$11,542,579.97**, excluding any funds held in the District's designated cash sweep account.