



**EXHIBIT 19-A**

**FINAL MINUTES  
Monterey Peninsula Water Management District  
Administrative Committee  
March 14, 2016**

**Call to Order**

The meeting was called to order at 3:31 PM in the District Conference Room.

Committee members present: Andrew Clarke  
Brenda Lewis (arrived at 3:33 PM)  
David Pendergrass

Staff present: Suresh Prasad, Administrative Services Manager/Chief Financial Officer  
Cory Hamilton  
Cynthia Schmidlin, Human Resources Analyst  
Sara Reyes, Office Services Supervisor

**Oral Communications**

None

**1. Approve Minutes of February 10, 2016 Committee Meeting**

On a motion by Clarke and second by Pendergrass, the minutes of the January 19, 2016 meeting were approved on a vote of 2 to 0.

**Items on Board Agenda for March 21, 2016**

**2. Consider Adoption of Resolution 2016-05 – Reestablish User Fee and Suspend its Collection on California American Water Bills for Remainder of Fiscal-Year 2015-16**

On a motion by Clarke and second by Pendergrass, the committee voted 2 to 0 to recommend the Board approve the revised resolution as amended by staff.

**3. Authorize the Creation of an Assistant Water Resources Engineer Position and Recruitment for Candidates within the Engineering Career Ladder**

On a motion by Clarke and second by Lewis, the committee voted 3 to 0 to recommend the Board authorize the creation of an Assistant Water Resources Engineer position and recruitment for candidates within the Engineering Career Ladder.

**4. Consider Expenditure for Assistance with Collection of Streamflow Measurements to Support Development of an Instream Flow Model for the Carmel River**

On a motion by Lewis and second by Clarke, the committee voted 3 to 0 to recommend the Board

approve the expenditure of up to \$70,000 for additional assistance with developing an IFIM to revise instream flow requirements for the Carmel River.

**5. Consider Expenditure to Contract with Consulting Team for North Monterey County Drought Contingency Plan**

On a motion by Clarke and second by Lewis, the committee voted 3 to 0 to recommend the Board authorize the hire of the consulting team of Bryant & Associates, Brown & Caldwell and Data Instincts in affiliation with Thomas Brand Consulting and Carollo Engineers to work on the North Monterey County Drought Contingency Plan, subject to U.S. Bureau of Reclamation authorization.

**6. Declaration of Surplus Assets**

On a motion by Lewis and second by Clarke, the committee voted 3 to 0 to recommend the Board declare the items presented by staff as surplus assets to be donated to the Monterey Regional Waste Management District's Last Chance Mercantile for either resale or disposal.

**7. Discuss Finance Plan for Utilization of User Fee and Water Supply Charge Funds**

Presented as information only. No action taken by the committee.

**8. Consider Adoption of Treasurer's Report for January 2016**

On a motion by Lewis and second by Clarke, the committee voted 3 to 0 to recommend the Board adopt the January 2016 Treasurer's Report and financial statements, and ratification of the disbursements made during the month.

**Other Business**

**9. Review Draft March 21, 2016 Board Meeting Agenda**

The committee made no changes to the agenda. Prasad reported closed session agenda will likely be added.

**Adjournment**

The meeting was adjourned at 4:11 PM.