

EXHIBIT 3-B

**RESOLUTION OF INTENTION  
TO APPROVE AN AMENDMENT TO CONTRACT  
BETWEEN THE  
BOARD OF ADMINISTRATION  
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM  
AND THE  
BOARD OF DIRECTORS  
MONTEREY PENINSULA WATER MANAGEMENT DISTRICT**

WHEREAS, the Public Employees' Retirement Law permits the participation of public agencies and their employees in the Public Employees' Retirement System by the execution of a contract, and sets forth the procedure by which said public agencies may elect to subject themselves and their employees to amendments to said Law; and

WHEREAS, one of the steps in the procedures to amend this contract is the adoption by the governing body of the public agency of a resolution giving notice of its intention to approve an amendment to said contract, which resolution shall contain a summary of the change proposed in said contract; and

WHEREAS, the following is a statement of the proposed change:

To provide Section 20042 (One-Year Final Compensation)  
for local miscellaneous members.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the above agency does hereby give notice of intention to approve an amendment to the contract between said public agency and the Board of Administration of the Public Employees' Retirement System, a copy of said amendment being attached hereto, as an "Exhibit" and by this reference made a part hereof.

By: \_\_\_\_\_  
Presiding Officer

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date adopted and approved

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

Furthermore, it is noted that the records should be kept in a secure and accessible format. Regular backups are recommended to prevent data loss in the event of a system failure or disaster.

The second part of the document outlines the procedures for handling discrepancies. It states that any variance between the recorded amounts and the actual transactions should be investigated immediately. The cause of the discrepancy should be identified, and appropriate corrective actions should be taken to prevent future occurrences.

Finally, the document stresses the need for ongoing training and education for all staff involved in the financial process. Keeping up-to-date with the latest accounting practices and software updates is essential for maintaining the integrity and accuracy of the financial records.

In conclusion, the document highlights that a robust financial record-keeping system is fundamental to the success of any organization. By adhering to the guidelines provided, businesses can ensure that their financial data is accurate, reliable, and compliant with all relevant regulations.

It is the responsibility of management to create a culture of accountability and precision in financial reporting. This involves setting clear expectations, providing necessary resources, and fostering an environment where employees feel empowered to report any issues or concerns.

The document also mentions that the financial records should be reviewed periodically by an independent auditor to provide an objective assessment of the company's financial health and the effectiveness of its internal controls.

The following table provides a summary of the key points discussed in the document:

Topic	Key Points
Record Keeping	Accurate, supported, secure, and accessible.
Discrepancies	Investigate immediately, identify cause, take corrective actions.
Training	Ongoing education for staff on accounting practices and software updates.
Auditing	Periodic reviews by independent auditors for financial health and internal controls.

The document concludes by reiterating the importance of these practices for long-term business success. It encourages all stakeholders to take ownership of their financial responsibilities and to work together to maintain the highest standards of financial integrity.

For further information or assistance, please contact the Finance Department at [contact information].

Approved by: \_\_\_\_\_  
 Date: \_\_\_\_\_