MONTEREY PENINSULA WATER MANAGEMENT DISTRICT

EXHIBIT 1-A

DRAFT MINUTES
Monterey Peninsula Water Management District
Administrative Committee
July 9, 2012

Call to Order
The meeting was called to order at 3:39 PM in the District Conference Room.

Committee members present: David Pendergrass, Chair
                                                          Director Lewis

Committee members absent: Director Lehman

Staff present: Dave Stoldt, General Manager
                              Joe Oliver, Water Resources Manager
                              Stephanie Pintar, Water Demand Manager
                              Suresh Prasad, Administrative Services Manager/Chief Financial Officer
                              Sara Reyes, Office Services Supervisor
                              Cynthia Schmidlin, Human Resources Analyst
                              Henrietta Stern, Project Manager
                              Kevan Urquhart, Sr. Fisheries Biologist

Oral Communications
None

Adopt Minutes of June 4, 2012 Committee Meeting
The committee voted 2 to 0 to adopt the June 4, 2012 committee meeting minutes.

Items on Board Agenda for July 16, 2012

Authorize Expenditure of Budgeted Funds for Temporary Agency Employee to Assist with Data Migration in the Water Demand Division During FY 2012-2013
Cynthia Schmidlin, Human Resources Analyst, reported on this item and answered questions from the committee. After some discussion, the committee voted 2 to 0 to recommend the Board authorize the expenditure of funds to perform data migration duties in the Water Demand Division for 1960 hours during FY 2012-2013.

Consider Expenditure of Budgeted Funds to Contract for Limited Term Filed Positions During FY 2012-2013
Cynthia Schmidlin reported on this item and answered questions from the committee. After some discussion, the committee voted 2 to 0 to recommend the Board authorize the expenditure of funds to hire one limited-term Field Biology Assistant for up to 880 hours of work, two limited-term

Water Resources Assistants for up to a total of 1240 hours of work, and up to four Fisheries Aides for up to 576 hours total between July 1, 2012 and June 30, 2013, subject to the recommendation of the General Manager as to who will be hired.

Approval to Surplus and Transfer Ownership of Two Out of Date Backpack Electrofishing Units to the Carmel River Steelhead Association
Kevan Urquhart, Sr. Fisheries Biologist, reported on this item and answered questions from the committee. After some discussion, the committee voted 2 to 0 to recommend the Board authorize the CFO to declare these two older Smith-Root Type VII units as fully depreciated and surplus equipment, which can be donated to the Carmel River Steelhead Association for their further use as a non-profit organization.

Consider Approval of 2012 Annual Memorandum of Agreement for Releases from San Clemente Reservoir among California American Water, California Department of Fish and Game, and Monterey Peninsula Water Management District
Kevan Urquhart reported on this item and answered questions from the committee. After some discussion, the committee voted 2 to 0 to recommend the Board approve the 2012 Memorandum of Agreement and direct the General Manager to sign the agreement.

Consider Expenditure of Budgeted Funds to Amend Contract with Golden State Planning and Environmental Consulting to Assist with Water Distribution System Permit Program
Henrietta Stern, Project Manager, reported on this item and answered questions from the committee. After some discussion, the committee voted 2 to 0 to recommend the Board authorize the General Manager to amend the current District professional services contract with Golden State Planning and Environmental Consulting for a not-to-exceed amount of $11,000 for FY 2012-2013.

Consider Expenditure of Budgeted Funds to Amend Contract with Pueblo Water Resources to Provide Hydrogeologic Review for Water Distribution System Permits
Henrietta Stern reported on this item and answered questions from the committee. After some discussion, the committee voted 2 to 0 to recommend the Board authorize the General Manager to amend the current District professional services contract with Pueblo for a not-to-exceed amount of $12,000 for FY 2012-2013, and additional tasks subject to the General Manager's approval.

Consider Approval of Reimbursement Agreement for Water Project 2
Joe Oliver, Water Resources Manager, reported on this item and answered questions from the committee. After some discussion, the committee voted 2 to 0 to recommend the Board authorize the Cal-Am reimbursement agreement for completing the ASR-4 well and associated appurtenant facilities at the Water Project 2 Seaside Middle School ASR site.

Consider 1) Adoption of Resolution 2012-10 – Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-Related Fees and Charges; and 2) Authorize Agreement for Collection of Special Taxes, Fees, and Assessments with the County of Monterey
Suresh Prasad, Administrative Services Manager/Chief Financial Officer, reported on this item and answered questions from the committee. After some discussion, the committee voted 2 to 0 to recommend the Board review and adopt Resolution 2012-10 and authorize the General Manager to execute agreement with County of Monterey for collection of Water Supply Charge on the property

tax bill.

Consider Adoption of Treasurer's Report for May 2012

Suresh Prasad, reported on this item and answered questions from the committee. After some discussion, the committee voted 2 to 0 to recommend the Board adopt the Treasurer's Report for May 2012 and financial statements, and ratification of the disbursements made during the month.

Other Business

Review Draft Agenda for July 16, 2012 Regular Board Meeting

A revised July 16, 2012 agenda was distributed to the committee for review. No additional changes were made to the agenda.

Adjournment

The meeting was adjourned at 4:20 PM.

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