



EXHIBIT 1-A

**DRAFT MINUTES
Monterey Peninsula Water Management District
Administrative Committee
October 8, 2012**

Call to Order

The meeting was called to order at 3:30 PM in the District Conference Room.

Committee members present: David Pendergrass, Chair
 Director Lehman
 Director Lewis

Staff present: Dave Stoldt, General Manager
 Stephanie Pintar, Water Demand Manager
 Suresh Prasad, Administrative Services Manager/Chief Financial Officer
 Sara Reyes, Office Services Supervisor

Oral Communications

None

Adopt Minutes of September 10, 2012 Committee Meeting

The committee voted 2 to 0 to adopt the September 10, 2012 committee meeting minutes. Director Lehman abstained from the vote since she was not present for the September 10, 2012 committee meeting.

Items on Board Agenda for October 15, 2012

Authorize Payment to Monterey County Elections Department for Cost to Verify Signatures on Petitions Submitted by Monterey Peninsula Taxpayers Association re Ordinance No. 152

Suresh Prasad, Administrative Services Manager/Chief Financial Officer, reported on this item and answered questions from the committee. The committee voted 3 to 0 to recommend the Board authorize payment to Monterey County Elections Department for verifying signatures on petitions regarding Ordinance No. 152 for an amount not-to-exceed \$4,000.

Consider Expenditure of Budgeted Funds to Comply with Governmental Accounting Standards Board Actuarial Requirement for Employee Post-Retirement Health Benefits

Suresh Prasad, reported on this item and answered questions from the committee. After some discussion, the committee voted 3 to 0 to recommend the Board authorize a two year contract with Milliman, Inc. to complete an actuarial valuation using the alternative measurement method for post-employment health insurance costs at a cost not-to-exceed \$2,800.

Consider Expenditure of Budgeted Funds for Standard License Agreement with Corelogic Information Solutions, Inc.

Stephanie Pintar, Water Demand Manager, reported on this item and answered questions from the committee. After some discussion, the committee voted 3 to 0 to recommend the Board authorize staff to expend up to \$9,000 for the standard license agreement and deposit with Corelogic Information Solutions, Inc.

Consider Expenditure of Budgeted Funds to Enter into Agreement with Tyler Technologies for Purchase and Implementation of Incode Financial Software

Suresh Prasad reported on this item and answered questions from the committee. After some discussion, the committee voted 3 to 0 to recommend the Board authorize the General Manager to enter into an agreement with Tyler Technologies to provide financial software (Incode) and implementation services for an amount not-to-exceed \$66,430 plus direct reimbursement costs. The Agreement would be subject to final negotiation of terms by the District Counsel.

Consider Appointing a Member and Alternate to the Association of California Water Agencies Joint Powers Insurance Authority Board

Suresh Prasad reported on this item and answered questions from the committee. After some discussion, the committee voted 3 to 0 to recommend the Board appoint the District Chair as a member and the District's Treasurer as the alternate to the Association of California Water Agencies Joint Powers Insurance Authority Board.

Consider Rebate Funding Agreement with California American Water

Stephanie Pintar reported that no new information was available to present at this time (REVIEW TAPE)

Develop Recommendation to Board regarding Contract for Legal Services

General Manager David Stoldt, reported on this item and answered questions from the committee. After some discussion, the committee voted 3 to 0 to recommend the Board approve the proposed contract for legal services, as well as establish a term for expiration.

Other Business

Develop Recommendation to Board for Designation of Water Supply Projects as an “Enterprise” Pursuant to Section 671 of the District Law and Future Adoption of Related Covenants

General Manager Stoldt reported that this matter will be discussed in more detail with the Board at the October 15, 2012 Closed Session. Currently, the District is exploring the availability of commercial bank debt for this purpose. This item will be continued to a future meeting.

Develop Recommendation to the Board Chair re Procedure for Annual Performance Evaluation of General Manager

General Manager Stoldt, distributed a draft performance evaluation form he developed for review and consideration by the Board. It was suggested that the committee review the draft evaluation procedure and notify the General Manager of any changes to add. The committee agreed to have the Board review and discuss the proposed procedure at the October 15, 2012 Board meeting.

Review CAWD/PBCSD Wastewater Reclamation Project Water Rates for Golf Courses

In response to a request from Director Lehman, Suresh Prasad reviewed a chart showing information on the Reclamation Project 2012 Consumption vs Cost/Acre Foot.

Review Draft Agenda for October 15, 2012 Regular Board Meeting

The committee reviewed the draft October 15, 2012 agenda. Consent Calendar item 7 – Consider Approval of Rebate Funding Agreement with California American Water and Item 19 – Consider Designation of Water Supply Projects as an “Enterprise” Pursuant to Section 671 of the District Law and Future Adoption of Related Covenants, will be presented to the Board at a future date. General Manager Stoldt reported that an item will be added to the agenda to discuss the cost of mailing out a Newsletter outlining important facts of the Water Use fee. No other changes were made.

Adjournment

The meeting was adjourned at 4:35 PM.

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