



FINAL MINUTES
Monterey Peninsula Water Management District
Administrative Committee
August 13, 2012

Call to Order

The meeting was called to order at 3:40 PM in the District Conference Room.

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

Staff present: Larry Hampson, District Engineer
 Suresh Prasad, Administrative Services Manager/Chief Financial Officer
 Sara Reyes, Office Services Supervisor

Oral Communications

None

Adopt Minutes of July 9, 2012 Committee Meeting

The committee voted 3 to 0 to adopt the July 9, 2012 committee meeting minutes.

Items on Board Agenda for August 20, 2012

Consider (a) Adoption of Resolution No. 2012-11 to Obtain Credit with Bank of America; and (b) Renewal of District's Line of Credit and Increasing the Credit Line to \$2.5 Million with Bank of American to Fund Development of Water Supply Projects

Suresh Prasad, Administrative Services Manager/Chief Financial Officer, reported on this item and answered questions from the committee. Mr. Prasad reported that in 2008, the District entered into a Loan Agreement with Bank of America to fund for development of water projects. The District is in need to renew the Loan Agreement and increase the credit line amount to \$2.5 million to complete the Aquifer Storage Recovery Well No. 4 project. After some discussion, the committee voted 3 to 0 to recommend the Board adopt Resolution No. 2012-11 to obtain credit with Bank of America and a one-year renewal of the line of credit in the amount of \$2.5 million with an interest rate equal to the BBA LIBOR Daily Floating Rate plus 3% and a renewal fee of \$5,000.

Consider Authorization of Reimbursable Funds for an Amendment to an Existing Contract for Consultant Services to Complete Design of the Sleepy Hollow Ford Removal and Bridge Replacement Project

Larry Hampson, District Engineer, reported on this item and answered questions from the committee. Mr. Hampson reported that staff is requesting authorization to expend reimbursable, budgeted funds for a contract amendment with Whitson Engineers, Inc. to complete design work for

removal of the 140-foot long Sleepy Hollow Ford across the Carmel River and replacement of the ford with a clear-span bridge. The District currently has a reimbursement agreement with the California Department of Fish and Game for design work. After some discussion, the committee voted 3 to 0 to recommend approval.

Review District Aquifer Storage and Recovery Costs and Funding

Suresh Prasad reported on this item and answered questions from the committee. Mr. Prasad reported that the Board is required to review the amounts collected and expended in relation to the 1.2% portion of the water user fee that was reauthorized and extended on December 8, 2008 to fund Aquifer Storage and Recovery and related water supply projects. Mr. Prasad stated that no action is required at this time; however, staff will return to the Board at a later date seeking authorization for reimbursement of the ASR expenditures from the new water supply charge or any other option not determined at this time.

Consider Approval of Fourth Quarter Fiscal Year 2011-12 Investment Report

Suresh Prasad reported on this item and answered questions from the committee. The committee voted 3 to 0 to recommend the Board approve the Fourth Quarter Fiscal Year 2011-12 Investment Report.

Semi-Annual Report on the CAWD/PBCSD Wastewater Reclamation Project

Suresh Prasad reported on this item and answered questions from the committee. The committee voted 3 to 0 to recommend the Board receive and accept the semi-annual report on the CAWD/PBCSD Wastewater Reclamation Project.

Consider Adoption of Treasurer's Report for June 2012

Suresh Prasad, reported on this item and answered questions from the committee. Mr. Prasad reported that the financial statements are subject to revision pending the District's audit. The committee voted 3 to 0 to recommend the Board adopt the Treasurer's Report for June 2012 and associated financial statements, and ratify the disbursements made during the month.

Other Business

Receive Fourth Quarter Legal Services Activity Report for Fiscal Year 2011-2012

Suresh Prasad presented the quarterly Legal Services Activity Report for Fiscal Year 2011-2012. This item was presented for informational purposes. The committee voted 3 to 0 to accept the quarterly report.

Review Draft Agenda for August 20, 2012 Regular Board Meeting

A revised August 20, 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.