



## **EXHIBIT 1-A**

### **DRAFT MINUTES Monterey Peninsula Water Management District Administrative Committee February 13, 2020**

#### **Call to Order**

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

Committee members present: Jeanne Byrne – Chair  
Alvin Edwards  
Molly Evans

Staff present: David Stoldt, General Manager  
Jonathan Lear, Water Resources Manager  
Maureen Hamilton, Water Resources Engineer  
Stephanie Locke, Water Demand Manager  
Tom Lindberg, Associate Hydrologist  
Sara Reyes, Sr. Office Specialist

#### **Oral Communications**

None

#### **Items on Board Agenda for February 19, 2020**

- 1. Consider Adoption of Minutes of January 15, 2020 Committee Meeting**  
On a motion by Evans and second by Edwards, the minutes of the January 15, 2020 meeting were approved on a vote of 3 – 0 by Evans, Edwards and Byrne.
- 2. Consider Purchase of Internet License for Water Wise Gardening in Monterey County**  
On a motion by Evans and second by Edwards, the committee voted to recommend the Board approve the expenditure of \$5,000 and authorize the General Manager to renew the contract with GardenSoft to purchase a web license for the Monterey County Water Wise Landscaping software. The motion was approved on a vote of 3 - 0 by Evans, Edwards and Byrne.
- 3. Consider Approval of Expenditure for Purchase of Ford F150 4x4 Truck**  
On a motion by Evans and second by Edwards, the committee voted to recommend the Board authorize expenditure of funds to purchase a Ford 150 truck from Salinas Valley Ford at a not-to-exceed price of \$33,000, which includes contingencies for documentation and additional taxes if required by law. This authorization would also include trading-in the old vehicles (Units 6 and 10). The motion was approved on a vote of 3 - 0 by Evans, Edwards and Byrne.
- 4. Consider Expenditure of Budgeted Funds for Water Conservation Equipment**  
On a motion by Evans and second by Byrne, the committee voted to recommend the Board approve the expenditure of \$25,815 of budgeted funds to renew the District's stock of water conservation

equipment. The motion was approved on a vote of 2 – 1 by Evans and Byrne. Edwards voted against the motion.

**5. Consider Sponsorship of Demonstration Garden at City of Carmel-by-the-Sea’s Public Works Department on Junipero Street in Carmel**

On a motion by Edwards and second by Evans, the committee voted to recommend the Board authorize the expenditure of \$4,000 of budgeted funds to support the City of Carmel’s installation of a demonstration garden at Public Works. The motion was approved on a 3 – 0 vote by Edwards, Evans and Byrne.

**6. Consider Approval for Grant Funding for Hastings Reservation Ford Replacement on Finch Creek**

Jennifer S. Hunter, PhD, Resident Director with the Hastings Natural History Reservation, presented a PowerPoint to the Committee.

On a motion by Edwards and second by Evans, the committee voted to recommend the Board table this matter to a future date and requested the project manager look into other options available for funding. If no other funding is found, then Ms. Hunter was invited back to discuss what other options, if any became available and the Board could discuss at that time.

**7. Consider Expenditure of Funds for Preparation of a 20-Year Summary Report of Bioassessment Sampling**

On a motion by Evans and second by Edwards, the committee voted to recommend the Board authorize expenditure of budgeted funds in a not-to-exceed amount of \$14,675 (\$13,340 plus a 10% contingency) for the preparation of a BMI 20-Year Summary Report by BioAssessment Services, in Folsom, CA. The motion was approved on a 3 – 0 vote by Evans, Edwards and Byrne.

**8. Consider Adoption of Treasurer’s Report for December 2019**

On a motion by Evans and second by Edwards, the committee voted to recommend the Board adopt the December 2019 Treasurer’s Report and financial statements, and ratification of the disbursements made during the month. The motion was approved on a vote of 3 – 0 by Evans, Edwards and Byrne.

**9. Receive and File Second Quarter Financial Activity Report for Fiscal Year 2019-2020**

The committee received the Second Quarter Financial Activity Report for Fiscal Year 2019-2020. No action was taken by the committee.

**10. Consider Approval of Second Quarter Fiscal Year 2019-2020**

On a motion by Evans and second by Edwards, the committee voted to recommend the Board approve the Second Quarter Fiscal Year 2019-2020 Investment Report. The motion was approved on a vote of 3 – 0 by Evans, Edwards and Byrne.

**11. Consider Request for Delay of Payment of Capacity Fees Payment for Non-Profit Public Benefit Project – Peninsula Shelter Project, 1292 Olympia Avenue, Seaside**

On a motion by Evans and second by Edwards, the committee voted to recommend the Board adopt the Findings of Approval to allow delayed payment of Capacity Fees for the Peninsula Shelter Project at 1292 Olympia Avenue in Seaside. Additionally, the committee recommended the Board approve an interest rate of 4% that would be charged in the event the project transfers to a for-profit organization in the future. The amount of interest will be stated in the deed restriction recorded on the property. Delayed Capacity Fees, with interest, would become due if and when the property is no longer operated by a California Non-Profit Public Benefit Corporation. The motion was approved on

a 3 – 0 vote by Evans, Edwards and Byrne.

**12. Consider change to Placement on Salary Schedule – Administrative Services Manager – 2019 MOU Confidential Staff Unit**

On a motion by Evans and second by Edwards, the committee voted to recommend the Board place the Administrative Services Manager on Step D of Range 58 effective the next pay period. The motion was approved on a 3 – 0 vote by Evans, Edwards and Byrne.

**13. Report on Activity/Progress on Contracts Over \$25,000**

This item was presented as information to the committee. No action was required or taken by the committee.

**14. Monthly Progress Report – Santa Margarita Water Treatment Facility**

The committee agreed there was not a need to see the monthly report since no substantive changes had occurred since the Board received an update at their January 23, 2020 meeting.

**Other Items**

**15. Review Second Quarter Legal Services Activity Report for Fiscal Year 2019-2020**

This item was presented as information to the committee. No action was required or taken by the committee.

**16. Approve 2020 Committee Meeting Schedule**

On a motion by Evans and second by Edwards, the committee voted to approve the meeting dates with a change to a start time of 4:00. The motion was approved on a 3 – 0 vote by Evans, Edwards and Byrne.

**17. Review Draft February 19, 2020 Regular Board Meeting Agenda**

A revised agenda was distributed to the committee and changes were presented by the General Manager. No changes were made by the committee.

**18. Update on Status of County of Monterey Electronic Permit Processing**

An update was presented to the committee by Rob Carver and Ethan Hare who are serving on the Monterey County's Permit Streamlining Task Force. Mr. Carver and Mr. Hare stated they have been working with District staff to automate the online permit application process. No action was taken by the committee.

**19. Suggest Items to be Placed on Future Agendas**

No items were presented.

**Adjournment**

The meeting adjourned at 4:41PM.