



## **EXHIBIT 1-A**

### **DRAFT MINUTES Monterey Peninsula Water Management District Administrative Committee June 14, 2021**

#### **Call to Order**

The virtual meeting was called to order at 2:00 PM via Zoom.

Committee members present: Karen Paull, Chair  
Amy Anderson  
Safwat Malek (left meeting at 3:28 PM)

Committee members absent: None

District staff members present: David Stoldt, General Manager  
Suresh Prasad, Administrative Services Manager/Chief Financial Officer  
Thomas Christensen, Environmental Resources Manager  
Jonathan Lear, Water Resources Manager  
Stephanie Locke, Water Demand Manager  
Sara Reyes, Sr. Office Specialist

District Counsel present: David Laredo, Esq. with De Lay and Laredo

**Additions / Corrections to Agenda: None**

**Comments from the Public: None**

#### **Items on Board Agenda for June 21, 2021**

- 1. Consider Adoption of May 10, 2021 Administrative Committee Meeting Minutes**  
On a motion by Paull and second by Anderson, the minutes of the May 10, 2021 meeting were approved on a roll call vote of 3 – 0 by Malek, Anderson and Paull.
- 2. Consider Expenditure for Temporary Agency**  
On a motion by Paull and second by Malek, the committee voted to recommend that the Board authorize the expenditure of funds for a local staffing agency to provide an individual, or successive individuals if necessary, to perform scanning projects for the District. The motion was approved by a roll call vote of 3 – 0 by Anderson, Malek and Paull.
- 3. Approve Expenditure to Corporation Service Company – Recording Fees**  
On a motion by Anderson and second by Paull, the committee voted to recommend that the Board approve the expenditure of \$26,000 for recording fees. The motion was approved by a roll call vote of 3 – 0 by Malek, Anderson, and Paull.

**4. Authorize Expenditure for Software Maintenance Agreements/Purchase**

On a motion by Paull and second by Anderson, the committee voted to recommend that the Board approve expenditures not-to-exceed \$140,500 to purchase the items listed as presented in the table shown below. The motion was approved by a roll call vote of 3 – 0 by Paull, Anderson and Malek.

<b>Product</b>	<b>Price</b>
ESRI ArcGIS (District Wide)	11,500
Latitude Geographics Geo Cortex (District Wide)	6,000
Adobe Renewal (District Wide)	7,000
Office 365 Renewal (District Wide)	12,000
DocuWare (Financial/HR)	17,500
Tyler Technologies (Financial/HR)	29,500
GovInvest (Financial/HR)	6,500
Accela Support (Water Demand)	35,500
CaseWare Reporting (Financial)	9,500
Kisters North America (Hydrological)	5,500
<b>TOTAL</b>	<b>\$140,500</b>

**5. Authorize Expenditure for Information Technology Hardware Purchase (Server)**

On a motion by Paull and second by Malek, the committee voted to recommend the Board approve expenditures not-to-exceed \$60,000 to purchase and install two new servers and pertinent components related to the servers. The motion was approved by a roll call vote of 3 – 0 by Paull, Malek and Anderson.

**6. Authorize Expenditure for Leasing of Workstations (Laptops)**

On a motion by Paull and second by Anderson, the committee voted to recommend that the Board approve expenditures not-to-exceed \$60,000 (\$15,000 per year) to lease and install new workstations and pertinent components related to the workstations. The motion was approved by a roll call vote of 3 – 0 by Malek, Anderson and Paull.

**7. Consider Approval of Amendment No. 5 to Agreement with Regional Government Services Authority for Management and Administrative Services**

On a motion by Anderson and second by Paull, the committee voted to recommend that the Board authorize the General Manager or the Administrative Services Manager/CFO to execute Amendment No. 5 to existing Agreement with RGS to provide management and administrative services for an amount not-to-exceed \$70,000. The motion was approved by a roll call vote of 3 – 0 by Malek, Paull and Anderson.

**8. Consider Approval of Agreement with Lynx Technologies for Geographic Information System (GIS) Services**

On a motion by Paull and second by Anderson, the committee voted to recommend that the Board authorize the General Manager or the Administrative Services Manager/CFO to enter into an agreement with Lynx Technologies to provide GIS services for an amount not-to-exceed \$35,000. The motion was approved by a roll call vote of 3 – 0 by Malek, Paull and Anderson.

**9. Consider Expenditure of Funds with Corelogic Information Solutions, Inc.**

On a motion by Paull and second by Anderson, the committee voted to recommend that the Board authorize expenditure of up to \$14,000 for Fiscal Year 2021-2022 to obtain CoreLogic’s ReqQuest Professional. The motion was approved by a roll call vote of 3 – 0 by Malek, Paull and Anderson.

**10. Authorize Funds to Contract for District Engineer**

On a motion by Malek and second by Paull, the committee voted to recommend that the Board authorize the expenditure of funds to hire retired annuitant for up to 960 hours of work from July 1, 2021 through June 30, 2022. The motion was approved by a roll call vote of 3 – 0 by Anderson, Malek and Paull.

**11. Authorize Funds to Contract for Executive Assistant**

On a motion by Paull and second by Anderson, the committee voted to recommend that the Board authorize the expenditure of funds to hire retired annuitant for up to 80 hours of work from July 1, 2021 through September 30, 2021. The motion was approved by a roll call vote of 3 – 0 by Malek, Paull and Anderson.

**12. Consider Approval of Contract with TMD Creative for Public Outreach Services for Fiscal Year 2021-2022**

On a motion by Paull and second by Anderson, the committee voted to recommend that the Board support approval of a contract with TMD Creative for Fiscal Year 2021-22 with a monthly retainer of \$4,250. The motion was approved by a roll call vote of 3 – 0 by Malek, Paull and Anderson.

**13. Authorize Funds to Contract for Limited-Term Field Positions During Fiscal Year 2021-2022**

On a motion by Paull and second by Anderson, the committee voted to recommend that the Board approve the limited-term Water Resources Assistants for up to a total of 1,998 hours of work; several Fisheries Aides for up to 2,759 hours of work. The motion was approved by a roll call vote of 3 – 0 by Malek, Paull and Anderson.

**14. Consider Renewal of Contract with JEA & Associates for Legislative and Administrative Services**

On a motion by Paull and second by Anderson, the committee voted to recommend that the Board approve the contract with JEA & Associates for a not-to-exceed amount of \$43,400 for Fiscal Year 2021-2022. The motion was approved by a roll call vote of 3 – 0 by Malek, Paull and Anderson.

**15. Consider Renewal of Contract with the Ferguson Group for Legislative and Administrative Services**

On a motion by Paull and second by Malek, the committee voted to recommend that the Board authorize the General Manager to enter into an agreement with the Ferguson Group for Fiscal Year 2021-2022. The motion was approved by a roll call vote of 3 – 0 by Anderson, Paull and Malek.

**16. Consider Expenditure to Amend Contract with Pueblo Water Resources to Provide Hydrogeologic Review for Water Distribution System Permits**

On a motion by Paull and second by Anderson, the committee voted to recommend that the Board authorize the General Manager to amend the current District professional services contract with Pueblo for a not-to-exceed amount of \$2,000 for Fiscal Year 2021-2022. The motion was approved by a roll call vote of 3 – 0 by Malek, Paull and Anderson.

**17. Consider Contract with Pueblo Water Resources to Provide Aquifer Storage and Recovery Operational Support**

On a motion by Paull and second by Anderson, the committee voted to recommend that the Board authorize the General Manager to enter into an agreement on an as-needed basis, not-to-exceed \$75,000 with Pueblo Water Resources to support the District with Water Year 2022 ASR operations. The motion was approved by a roll call vote of 3 – 0 by Malek, Paull and Anderson.

**18. Consider Authorizing Monterey Bay Analytical Services to Provide Laboratory Support for Aquifer Storage and Recovery Water Quality Monitoring**

On a motion by Paull and second by Anderson, the committee voted to recommend that the Board authorize the General Manager to spend up to \$40,000 to complete laboratory analysis related to the ASR Project in Fiscal Year 2021-2022. The motion was approved by a roll call vote of 3 – 0 by Malek, Paull and Anderson.

**19. Consider Authorizing Monterey Bay Analytical Services to Provide Laboratory Support for Watermaster Water Quality Monitoring**

On a motion by Paull and second by Anderson, the committee voted to recommend that the Board authorize the General Manager to spend up to \$10,000 to complete laboratory analysis related to the Watermaster in Fiscal Year 2021-2022. The motion was approved by a roll call vote of 3 – 0 by Malek, Paull and Anderson.

**20. Consider Adoption of Resolution 2021-06 Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-Related Fees and Charges**

On a motion by Malek and second by Paull, the committee voted to recommend that the Board adopt Resolution 2021-06 and authorize the County of Monterey for collection of Water Supply Charge on the property tax bill. The motion was approved by a roll call vote of 3 – 0 by Anderson, Malek and Paull.

**21. Consider Adoption of Resolution 2021-07 Establishing Article XIII (B) Fiscal Year 2021-2022 Appropriations Limit**

On a motion by Paull and second by Anderson, the committee voted to recommend that the Board adopt Resolution 2021-07 establishing an Appropriations Limit for Fiscal Year 2021-2022 in the amount of \$1,953,352. The motion was approved by a roll call vote of 2 – 0 by Paull and Anderson. Director Malek was absent for this item.

**22. Consider Adoption of Resolution 2021-08 Update to Rule 24, Table 3, Capacity Fee**

On a motion by Paull and second by Anderson, the committee voted to recommend that the Board adopt Resolution 2021-08. The motion was approved by a roll call vote of 2 – 0 by Paull and Anderson. Director Malek was absent for this item.

**23. Consider Adoption of Treasurer’s Report for April 2021**

On a motion by Paull and second by Anderson, the committee voted to recommend that the Board adopt the April 2021 Treasurer’s Report and financial statements, and ratification of the disbursements made during the month. The motion was approved by a roll call vote of 2 – 0 by Paull and Anderson. Director Malek was absent for this item.

**24. 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.

**25. Status Report on Measure J/Rule 19.8 Phase II Spending**

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

**26. Review Draft June 21, 2021 Board Meeting Agenda**

General Manager Stoldt reported that an additional Discussion Item would be added to the agenda to discuss Sand City Intake Wells for Desalination. He also stated an additional Action Item will be

added titled – Consider Expenditure of Budgeted Funds to Contract with Lapkoff and Gobalet Demographic Research to Provide Demographic Redistricting Services. A topic presented by Director Edwards in June (Money for Pure Water Monterey Expansion) will be addressed at the July Board meeting. No changes were made by the committee.

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

No items were presented.

**Adjournment**

The meeting adjourned at 3:55 PM.

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