



**Final Minutes  
Monterey Peninsula Water Management District  
Administrative Committee  
April 11, 2022**

*As a precaution to protect public health and safety, and pursuant to provisions of AB 361, this meeting was conducted via Zoom Video/Teleconference only.*

**Call to Order**

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

Committee members present: Amy Anderson, Chair  
Alvin Edwards  
Karen Paull

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  
Larry Hampson, District Engineer  
Stephanie Locke, Water Demand Manager  
Stephanie Kister Campbell, Conservation Analyst  
Sara Reyes, Sr. Office Specialist

District Counsel present: David Laredo with De Lay and Laredo

**Additions / Corrections to Agenda: None**

**Comments from the Public: None**

**Items on Board Agenda for April 18, 2022**

**1. Consider Adoption of March 14, 2022 Committee Meeting Minutes**

On a motion by Paull and second by Edwards, the minutes of the March 14, 2022 meeting were approved on a roll call vote of 3 – 0 by Paull, Edwards and Anderson.

**2. Consider Increase of Funds for Consultant Services for Sleepy Hollow Steelhead Rearing Facility Monitoring and Control Systems**

On a motion by Edwards and second by Paull, the Administrative Committee recommended that the Board authorize the General Manager to amend an agreement with Telemetrix, Inc. for consultant services in an amount not-to-exceed \$8,060. The motion was approved on a roll call vote of 3 – 0 by Edwards, Paull and Anderson.

**3. Consider Approval of Expenditure of Budgeted Funds for the “Mulch Madness” Conservation Event**

On a motion by Edwards and second by Paull, the Administrative Committee recommended that the Board approve the expenditure of up to \$10,000 to partner with California American Water for the Mulch Madness conservation program. The motion was approved on a roll call vote of 3 – 0 by Edwards, Paull and Anderson.

**4. Approve Expenditure of Budgeted Funds to Corporation Service Company – Document Recording Fees**

On a motion by Paull and second by Edwards, the Administrative Committee recommended that the Board approve the expenditure of \$24,000 for recording fees for Fiscal Year 2021-2022. The motion was approved on a roll call vote of 3 – 0 by Paull, Edwards and Anderson.

**5. Declaration of Surplus Assets**

On a motion by Anderson and second by Edwards, the Administrative Committee recommended that the Board declare the items presented in the exhibit as surplus assets to be either donated or disposed at the Monterey Regional Waste Management District. The motion was approved on a roll call vote of 3 – 0 by Paull, Edwards and Anderson.

**6. Consider Adoption of Treasurer’s Report for February 2022**

On a motion by Anderson and second by Edwards, the Administrative Committee recommended that the Board adopt the February 2022 Treasurer’s Report and financial statements, and ratification of the disbursements made during the month. The motion was approved on a roll call vote of 3 – 0 by Paull, Edwards and Anderson.

**7. 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.

**8. 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.

**9. Review Draft April 18, 2022 Board Meeting Agenda**

The Committee reviewed the draft agenda and requested Item 6 – Consider Expenditure of Budgeted Funds for the “Mulch Madness” Conservation Event, be listed as an Action Item on the agenda so that staff could announce this event to the public. District Counsel David Laredo suggested the closed session meeting scheduled for 5 PM on April 18, 2022, be cancelled since there is no new information to be discussed by the Board and the information originally to be discussed in closed session, will be discussed in open session under the report from District Counsel. The committee made no other changes to the agenda.

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

None

**Adjournment**

The meeting adjourned at 2:50 PM.

/ s/ Sara Reyes, Sr. Office Specialist/Clerk to the MPWMD Administrative Committee

Received by the MPWMD Board of Director’s on Monday, May 16, 2022

Approved by the MWPMMD Administrative Committee on Monday, May 9, 2022