



FINAL MINUTES
Monterey Peninsula Water Management District
Administrative Committee
July 12, 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

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
Jonathan Lear, Water Resources Manager
Maureen Hamilton, Water Resources Engineer
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: Suresh Prasad reported Item 3 - Consider Expenditure of Funds for Consultant Services for Upgrades at the Sleepy Hollow Steelhead Rearing Facility will be rescheduled for the August Administrative Committee and Board meetings.

Comments from the Public: None

Items on Board Agenda for July 12, 2021

1. **Consider Adoption of June 14, 2021 Administrative Committee Meeting Minutes**
On a motion by Paull and second by Anderson, the minutes of the June 14, 2021, meeting were approved on a roll call vote of 3 – 0 by Malek, Anderson and Paull.

2. **Consider Expenditure of Funds for Consultant Services for Sleepy Hollow Steelhead Rearing Facility Monitoring and Control Systems**
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 with Telemetry, Inc. for consultant services in an amount not-to-exceed \$17940. The motion was approved by a roll call vote of 3 – 0 by Malek, Paull and Anderson.

3. Consider Expenditure of Funds for Consultant Services for Upgrades at the Sleepy Hollow Steelhead Rearing Facility

Suresh Prasad reported this item will be presented in August 2021 to the Administrative Committee and Board.

4. Consider Recommending Authorization of a Contract for Landscape Design Services at the Santa Margarita Facility

On a motion by Paull and second by Malek, the committee voted to recommend that the Board authorize the General Manager to enter into a contract with Ecological Concerns Incorporated in the amount of \$19,120 with a 15% contingency for a total not-to-exceed amount of \$21,988. The motion was approved by a roll call vote of 3 – 0 by Anderson, Malek and Paull.

5. Consider Converting the Hydrology Technician Position to an Assistant Hydrologist Position

On a motion by Paull and second by Anderson, the committee voted to recommend the Board authorize the General Manager to convert the Hydrology Technician Position to a Hydrologist Position at Range 30. The motion was approved by a roll call vote of 3 – 0 by Malek, Paull and Anderson.

Public Comment: John Tilley cautioned staff to not refer to age and health of current employees when asking for internal staffing changes.

6. Consider Expenditure of Budgeted Funds for Water Conservation Outreach Supplies

On a motion by Paull and second by Anderson, the committee voted to recommend that the Board approve the expenditure of budgeted funds to renew supplies of conservation items for outreach events. The motion was approved by a roll call vote of 3 – 0 by Malek, Paull and Anderson.

7. Consider Adoption of Treasurer’s Report for May 2021

On a motion by Paull and second by Anderson, the committee voted to recommend that the Board adopt the May 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 3 – 0 by Malek, Paull and Anderson.

8. 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.

9. 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.

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

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

11. Review Draft July 19, 2021 Board Meeting Agenda

General Manager Stoldt reported that an additional item will be added to the Consent Calendar titled *Consider Approval of 2021 Annual Memorandum of Agreement for Releases from Los Padres Reservoir Among California American Water, California Department of Fish and Wildlife, and Monterey Peninsula Water Management District*. No changes were made by the committee.

Suggest Items to be Placed on Future Agendas

No items were presented.

Adjournment

The meeting adjourned at 3:04 PM.

/ s/ Sara Reyes, Sr. Office Specialist

Approved by the MPWMD Administrative Committee on August 9, 2021

Received by the MPWMD Board of Directors on August 16, 2021