

This meeting has been noticed according to the Brown Act rules. This agenda was posted on Thursday, July 9, 2020.



**Administrative Committee**

**Members:**

Jeanne Byrne, Chair  
Alvin Edwards  
Molly Evans

**Alternate:**

George Riley

**Staff Contact:**

Suresh Prasad

AGENDA  
Administrative Committee  
of the Monterey Peninsula Water Management District  
\*\*\*\*\*

**Tuesday, July 14, 2020, 4:00 PM**

Pursuant to Governor Newsom's Executive Orders N-29-20 and N-33-20, and to do all we can to help slow the spread of COVID-19 (coronavirus), meetings of the Monterey Peninsula Water Management District Board of Directors and committees will be conducted with virtual (electronic) participation only using WebEx.

Join the meeting at:

<https://mpwmd.webex.com/mpwmd/onstage/g.php?MTID=ed36c604c20c511927542cbd3e4268288>

Or join at: [mpwmd.webex.com](https://mpwmd.webex.com).

Meeting number: **126 862 4454**

Meeting password: **JulyAdCom**

Participate by phone: 877-668-4493

**For detailed instructions on how to connect to the meeting, see page 4 of this agenda.**

**Call to Order**

**Comments from Public** – *At this time, the public may comment on Consent Calendar Items or any item within the District's jurisdiction that is not listed on the agenda. Please limit your comments to three minutes in length.*

**Action Items** - *Public comment will be received on each item. Please limit your comments to three minutes in length.*

1. Consider Adoption of June 9, 2020 Administrative Committee Meeting Minutes

**Consent Calendar** - The Consent Calendar consists of routine items for which staff has prepared a recommendation. Adoption of the Consent Calendar indicates that the Committee has approved the staff recommendations and referred the agenda items to the full Board for consideration at the upcoming Board meeting. Consent Calendar items may be pulled for separate consideration at the request of a member of the public, or a member of the Committee. Following adoption of the remaining Consent Calendar items, staff will give a brief presentation on the pulled item. Members of the public are requested to limit individual comment on pulled Consent Items to three (3) minutes. Unless noted with double asterisks "\*\*", Consent Calendar items do not constitute a project as defined by CEQA Guidelines section 15378.

2. Consider Authorization to Contract with RJA Management Services for General Manager Annual Performance Evaluation
3. Consider Approval of Contract with Shute, Mihaly & Weinberger LLP for Strategic CEQA Legal Services
4. Consider Adoption of Revisions to District Investment Policy
5. Consider Adoption of Treasurer's Report for May 2020

*After staff reports have been distributed, if additional documents are produced by the District and provided to the Committee regarding any item on the agenda they will be made available on the District's website prior to the meeting. Documents distributed at the meeting will be made available upon request and posted to the District's website [www.mpwmd.net](http://www.mpwmd.net) within five days following the meeting.*

**Informational Items** – *Public comment will be received on each item. Please limit your comments to three minutes in length.*

6. Report on Activity/Progress on Contracts Over \$25,000
7. Status Report on Measure J/Rule 19.8 Phase II Spending
8. Monthly Progress Report – Santa Margarita Water Treatment Facility
9. Review Draft July 20, 2020 Regular Board Meeting Agenda

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

**Adjournment**

Upon request, MPWMD will make a reasonable effort to provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. MPWMD will also make a reasonable effort to provide translation services upon request. Submit requests by noon on July 13, 2020 to the Board Secretary, [arlene@mpwmd.net](mailto:arlene@mpwmd.net) or call 831-658-5652.

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**See next page of agenda for instructions on connecting to WebEx meeting**

### Instructions for Connecting to the WebEx Meeting

Note: If you have not used WebEx previously, when you begin connecting to the meeting you may be asked to download the app. If you do not have a computer, you can participate by phone only.

**Begin:** Within 10 minutes of the meeting start time, from your computer click on this link: <https://mpwmd.webex.com/mpwmd/onstage/g.php?MTID=ed36c604c20c511927542cbd3e4268288> or copy and paste the link into your browser, or go to: [mpwmd.webex.com](https://mpwmd.webex.com).

Under “Join a Meeting” enter the meeting number **126 862 4454**, hit the enter key and when prompted enter the meeting password **JulyAdCom**, click “Next” and see the dropdown menu at the bottom of the screen “Use computer for audio” and select the method you will use to hear the meeting – see below.

#### 1) Audio and video connection from computer with WebEx app – view participants/materials on your screen

Click on the “Use computer for audio” drop down list

Click “Join Meeting”

Once in the meeting, mute your microphone.

Turn your microphone on when it is your turn to speak.

#### 2) View material on your computer screen and listen to audio on your phone

From the “Use computer for Audio” drop down list select “Call In”

Click on “Join Meeting” / You will see a toll-free telephone number, access code, and attendee ID # -- enter these numbers on your phone.

Mute the microphone on your computer.

Disable computer speakers using the Settings menu.

**Join by phone only** (no computer) dial 1-877-668-4493 and use the meeting number above.

### Protocol for Meetings Conducted by Teleconference

- 1) The Chair will call the meeting to order.
- 2) Receipt of Public Comment – the Chair will ask for comments from the public on all items. Limit your comment to 3 minutes.
  - (a) Computer Audio Connection: Select the “raised hand” icon. When you are called on to speak, please identify yourself.
  - (b) Phone audio connection: Press \*9. Wait for the clerk to unmute your phone and then identify yourself and provide your comment. Press \*9 to end the call.
- 3) For Action and Discussion Items the Chair will receive a presentation from staff and the Directors may ask questions. Following the question and answer period, the Chair will ask for comments from the public.

### Submit Oral or Written Comments

If you are unable to participate via telephone or computer to present oral comments, you may also submit your comments by e-mailing them to [comments@mpwmd.net](mailto:comments@mpwmd.net) with one of the following subject lines "PUBLIC COMMENT ITEM #" (insert the item number relevant to your comment) or "PUBLIC COMMENT – ORAL COMMUNICATIONS". Comments must be received by 12:00 p.m. on Tuesday, June 9, 2020. Comments submitted by noon will be provided to the Board of Directors and may be read into the record and will be compiled as part of the record.



## **ADMINISTRATIVE COMMITTEE**

### **1. ADOPT MINUTES OF JUNE 9, 2020 COMMITTEE MEETING**

**Meeting Date:** July 14, 2020

**From:** David J. Stoldt,  
General Manager

**Prepared By:** Sara Reyes

**SUMMARY:** Draft minutes of the June 9, 2020 Administrative Committee meeting are attached as **Exhibit 1-A**.

**RECOMMENDATION:** The Committee should review the minutes and adopt them by motion.

#### **EXHIBIT**

**1-A** Draft Minutes of June 9, 2020 Committee Meeting





## **EXHIBIT 1-A**

### **DRAFT MINUTES Monterey Peninsula Water Management District Administrative Committee June 9, 2020**

#### **Call to Order**

The meeting was called to order at 4:00 PM via WebEx.

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

Staff present: David Stoldt, General Manager  
Suresh Prasad, Administrative Services Manager/Chief Financial Officer  
Jonathan Lear, Water Resources Manager  
Stephanie Locke, Water Demand Manager  
Maureen Hamilton, Water Resources Engineer  
Arlene Tavani, Executive Assistant  
Sara Reyes, Sr. Office Specialist

#### **Comments from Public**

None

#### **Action Items**

##### **1. Consider Adoption of May 12, 2020 Committee Meeting**

On a motion by Edwards and second by Evans, the minutes of the May 12, 2020 Committee meeting were approved 3 – 0 by a roll call vote.

#### **Consent Calendar**

On a motion by Evans and second by Edwards, the committee voted to (1) adopt Items 5, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 21, 22, 23 and 26 as a single Consent Item, and (2) to approve these items as recommended by staff. The motion was approved on a 3 – 0 roll call vote by Evans, Edwards and Byrne.

##### **2. Consider Adoption of Resolution 2020-07 Calling an Election for Directors in Voter Divisions 3, 4 and 5 on November 3, 2020, and Approve Services Agreement with Election Department**

On a motion by Evans and second by Edwards, the committee voted to adopt Resolution 2020-07 calling for an election in voter divisions 3, 4 and 5 on November 3, 2020 and authorize the General Manager to enter into a service agreement with Monterey County Elections to conduct the election. The motion was approved 3 – 0 by a roll call vote.

##### **3. Consider Authorizing the General Manager to Enter into Unexploded Ordnance Support Contractors for the Santa Margarita ASR Project**

Evans offered a motion that the Board approve contingent upon receiving proper notification other than a verbal notice. Byrne offered a counter motion that was second by Edwards that the Board

approve as recommended by staff. The motion was approved 2 – 1 by a roll call vote with Evans voting against the motion.

4. **Recommend the Board Consider an Increase in the Budget for Appraisal Services for Measure J Phase 2 Activities**  
On a motion by Edwards and second by Evans, the committee voted to recommend the Board increase the budget for appraisal services for Measure J Phase 2 activities to \$120,000 and set aside an additional 5% contingency. The motion was approved 3 – 0 by a roll call vote.
5. **Consider Approval of Amendment No. 4 to Agreement with Regional Government Services Authority for Management and Administrative Services**  
Approved.
6. **Authorize Funds to Contract for District Engineer**  
On a motion by Edwards and second by Evans, the committee voted to recommend the Board authorize the expenditure of funds to hire retired annuitant for up to 960 hours of work from July 1, 2020 through June 30, 2021. The motion was approved 3 – 0 by a roll call vote.
7. **Consider Expenditure for Temporary Agency Employee to Assist with Document Scanning for all District Divisions During FY 2020-2021**  
On a motion by Evans and second by Edwards, the committee voted to recommend 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 3 – 0 by a roll call vote.
8. **Consider Approval of agreement with Lynx Technologies for Geographic Information System (GIS) Services**  
Approved
9. **Authorize Funds to Contract for Limited-Term Field Positions During FY 2020-2021**  
Approved.
10. **Consider Approval of Three Temporary Field Staff Positions Funded Through the Interagency Contract Between MPWMD and NMFS to Provide for a Cooperative Research and Monitoring Projects**  
Approved.
11. **Consider Expenditure of Funds for Corelogic Information Solutions, Inc.**  
Approved.
12. **Authorize Expenditure for Software Maintenance Agreements**  
Approved.
13. **Approve Expenditure to Corporation Service Company - Recording Fees**  
Approved.
14. **Consider Expenditure to Amend Contract with Pueblo Water Resources to Provide Hydrogeologic Review for Water Distribution System Permits**  
Approved.



15. **Consider Contract with Pueblo Water Resources to Provide Aquifer Storage and Recovery Operational Support**  
Approved.
16. **Consider Renewal of Contract with JEA & Associates for Legislative and Administrative Services**  
Approved.
17. **Consider Renewal of Contract with Ferguson Group for Legislative and Administrative Services**  
Approved.
18. **Consider Authorizing Monterey Bay Analytical Services to Provide Laboratory Support for Aquifer Storage and Recovery Water Quality Monitoring**  
Approved.
19. **Consider Authoring Monterey Bay Analytical Services to Provide Laboratory Support for Watermaster Water Quality Monitoring**  
Approved.
20. **Consider Approving 3-Year Agreement with DeVeera, Inc. for Information Technology Services**  
On a motion by Edwards and second by Evans, the committee voted to recommend the Board authorize the General Manager or the Administrative Services Manager/CFO to enter into a 3-year agreement with DeVeera, Inc. to provide Information Technology services for a not-to-exceed amount of \$195,000 that includes a 10% contingency. The motion was approved 3 – 0 by a roll call vote.
21. **Consider Authorization to Contract with Hayashi Wayland to conduct Annual Financial Audit for Fiscal Years Ending 2020, 2021, and 2022**  
Approved.
22. **Consider Adoption of Resolution 2020-08 Amending Fees and Charges Table – Rule 60**  
Approved.
23. **Consider Adoption of Resolution 2020-09 Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-Related Fees and Charges**  
Approved.
24. **Consider Adoption of Resolution 2020-10 Establishing Article XIII(B) Fiscal Year 2020-21 Appropriations Limit**  
On a motion by Evans and second by Edwards, the committee voted to recommend the Board adopt Resolution 2020-10, Establishing Article XIII(B) Fiscal Year 2020-21 Appropriations Limit. The motion was approved 3 – 0 by a roll call vote.
25. **Consider Adoption of Resolution 2020-11 Update to Rule 24, Table 3, Capacity Fee History**  
On a motion by Evans and second by Edwards, the committee voted to recommend the Board adopt Resolution 2020-11, Update to Rule 24, Table 3, Capacity Fee History. The motion was approved 3 – 0 by a roll call vote.
26. **Consider Adoption of Treasurer’s Report for April 2020**  
Approved.

## **Informational Items**

### **27. 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.

### **28. 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.

### **29. Monthly Progress Report – Santa Margarita Water Treatment Facility**

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

### **30. Review Draft June 15, 2020 Regular Board Meeting Agenda**

No changes were made by the committee.

### **31. Suggest Items to be Placed on Future Agendas**

No items were presented.

## **Adjournment**

The meeting adjourned at 5:35 PM.

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## ADMINISTRATIVE COMMITTEE

### 2. CONSIDER AUTHORIZATION TO CONTRACT WITH RJA MANAGEMENT SERVICES FOR GENERAL MANAGER ANNUAL PERFORMANCE EVALUATION

<b>Meeting Date:</b>	<b>July 14, 2020</b>	<b>Budgeted:</b>	<b>No</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>N/A</b>
<b>Prepared By:</b>	<b>Dave Stoldt</b>	<b>Cost Estimate:</b>	<b>\$11,000 including 10% contingency</b>

**General Counsel Approval:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on July 14, 2020 and recommended \_\_\_\_\_.

**CEQA Compliance:** This action does not constitute a project as defined by the California Environmental Quality Act Guidelines section 15378.

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**SUMMARY:** The Board has requested to set a foundation for evaluation of the performance of the General Manager and remove the obligation for the execution of coordinating the annual performance appraisal from the then-current-year Board Chair and develop an objective process for this year's and future year's evaluations.

The Board's subcommittee that developed the new performance evaluation tool for the General Manager recommended the District hire RJA Management Services which has provided similar services to the County of Monterey. Their proposal is attached as **Exhibit 2-A**.

**RECOMMENDATION:** The Administrative Committee should recommend to the Board the hiring of RJA Management Services to provide General Manager annual performance appraisal services and authorize the General Manager to enter into a contract not exceeding \$11,000 inclusive of out-of-pocket expenses and a 10% contingency.

## EXHIBIT

### 2-A Proposal of RJA Management Services



**RJA Management Services**

June 24, 2020

Mr. David Stoldt  
General Manager  
**MONTEREY PENINSULA WATER MANAGEMENT DISTRICT**  
5 Harris Court Building G  
Monterey, CA 93940

Dear Mr. Stoldt,

RJA Management Services would like to express interest in assisting the Monterey Peninsula Water Management District Board of Directors in conducting a ***Performance Evaluation*** of the General Manager.

Over the years, I have assisted elected and appointed officials in establishing goals and objectives for top management and have facilitated chief executive officer performance evaluations for the cities of Imperial Beach, Pasadena, Pittsburg, San Pablo, Soledad and Solana Beach, and the Burbank, Glendale, Pasadena Airport Authority and Monterey County. At Monterey County, I am currently assisting the Board of Supervisors in evaluating six direct reports: the County Administrative Officer, County Council, Civil Rights Officer, Public Defender, Natividad Medical Center Chief Executive Officer, and the Water Resources Agency General Manager. In addition, I have provided management consulting services to East Bay MUD, the Santa Clara Valley Water District, San Francisco PUD, MWD of Southern California, Upper San Gabriel Valley Municipal Water District and the San Luis Rey Indian Water Authority, among others. The evaluation of city managers at the cities of Pittsburg, San Pablo and Solana Beach involved gathering performance data from both the City Council and those who report directly to the city manager.

To begin with I will review and build upon past Board of Director's General Manager Performance Evaluation processes. I then will meet with the General Manager to discuss performance evaluation criteria the Directors want to utilize prior to revising the current Performance Evaluation Instrument or drafting a new Instrument. Although RJA has Performance Evaluation Instruments on file, oftentimes Instruments need to be modified to ensure that what is being measured is relevant and meaningful to each organization. Wherever possible, I recommend that job related factors already evaluated should continue to be evaluated as benchmarks for demonstrating progress and/or professional growth. The Board of Directors will have the opportunity to review, edit and approve the Performance Evaluation Form. The approved Evaluation Form will allow the Board of Directors to rate various job related performance factors/competencies and submit written comments to support ratings, suggest areas for improvement, and recommend performance goals and objectives. RJA will develop, distribute, collect completed forms, and analyze and report findings. All evaluators will have the opportunity to complete the Evaluation Form on line or email a hard copy directly to me for analysis and reporting.

A Confidential report will be prepared for the Board of Director's review, discussion and editing prior to presentation to the General Manager. The results will be aggregated to ensure confidentiality of the evaluators. Once the report is approved by the Board of Directors, I will facilitate a Closed Session discussion with the Board of Directors and the General Manager to review the report, discuss areas for improvement, and establish future goals and objectives. An assumption underpinning this process is that the Board of Directors clearly understand expectations and how both parties will work together to achieve the Board's ambitious goals. It has been our experience that, after discussing the Performance Evaluation Report with the employee, changes agreed upon by the evaluators and employee may need to be made to the Report. I will make whatever agreed upon revisions are required and submit a final Performance Evaluation Report for the District and employee's files.

The RJA proposal does not include individual meetings with each Board Member to gather performance information. However, it does include time to meet with the Board of Directors to present and discuss the final report. I may have to contact the Directors to clarify information submitted. Total cost for the engagement as proposed is \$9,847.50. This includes revising the currently used General Manager Evaluation MPWMD form but does not include travel and other expenses. Attached is a Performance Evaluation task, hours, and cost breakdown for your review. I do not anticipate the engagement exceeding 83.5 consultant and support staff hours. Tasks required beyond what is proposed would be billed at the hourly consulting rate of \$185. RJA is prepared to work with the Monterey Peninsula Water Management District in negotiating cost savings wherever possible.

I welcome the opportunity to be of assistance to the Board of Directors. My prior work facilitating performance evaluations, working knowledge of Monterey County, and recognized expertise in human resource management should be of value to the Board of Directors in this important endeavor. Please feel free to contact me if you have any questions or need additional information.

Sincerely,



Dr. Richard L. Garcia  
President

RLG:SB:jg

Attachment

**Monterey Peninsula Water Management District  
General Manager Performance Evaluation Development and Administration  
Revised Task/Hours/Costs**

<b>Task</b>	<b>Consultant Hours</b>	<b>Consultant Cost</b>	<b>Clerical Hours</b>	<b>Clerical Cost</b>
1. Review previous performance evaluation forms and process.	1.5	\$277.50		\$0.00
2. Meet with General Manager to revise performance evaluation form and District's Evaluation process.	2	\$370.00	2	\$90.00
3. Develop and administer evaluation hard copy and online forms, gather completed forms, enter responses, type written comments.	2	\$370.00	16	\$720.00
4. Synthesize written comments, analyze data, contact evaluators for clarification of the information, update information.	16	\$2,960.00	8	\$360.00
5. Develop draft report.	14	\$2,590.00	8	\$360.00
6. Meet with Board Members to discuss and revise report and recommendations.	4	\$740.00	4	\$180.00
7. Meet with Board Members and General Manager to review the evaluation and facilitate a discussion about future goals and objectives.	2	\$370.00		\$0.00
8. Finalize report for submittal to the Board of Directors and General Manager.	2	\$370.00	2	\$90.00
<b>Total Hours</b>	<b>43.5</b>		<b>40</b>	
<b>Total Cost for Consultant Hours (\$185.00 per hour) and Clerical Hours (\$45.00 per hour)</b>	<b>\$8,047.50</b>		<b>\$1,800.00</b>	
<b>Total Estimated Combined Performance Evaluation Development and Administration Cost*</b>	<b>\$9,847.50</b>			
<b>Task 2 assumes RJA will revise form.</b>				
<b>Total Estimated Combined Cost does not include travel costs and other expenses.</b>				





## ADMINISTRATIVE COMMITTEE

### 3. CONSIDER APPROVAL OF CONTRACT WITH SHUTE, MIHALY & WEINBERGER LLP FOR STRATEGIC CEQA LEGAL SERVICES

**Meeting Date:** July 14, 2020                      **Budgeted:** N/A  
**From:** David J. Stoldt                      **Program/**  
    General Manager                      **Line Item No.:** N/A  
**Prepared By:** David J. Stoldt                      **Cost Estimate:** \$25,000

**General Counsel Approval:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on July 14, 2020 and recommended \_\_\_\_\_.

**CEQA Compliance:** Not a project under CEQA.

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**SUMMARY:** During its closed session on June 15, 2020 the Board directed staff to, among other things and regarding potential litigation, investigate the District's options related to lack of certification by Monterey One Water of the Final Supplemental Environmental Impact Report (FSEIR) for the potential expansion of the Pure Water Monterey project. Potential financial implications were discussed at that time.

The General Manager has used his contracting authority and financial authorization limit to secure the services of Shute, Mihaly & Weinberger LLP in order to advance such work in a timely fashion. The engagement letter is attached as **Exhibit 3-A**. The General Manager and District Counsel have met with the firm's attorney team twice and communicated via email several additional times and believe that exceptional legal counsel and good direction is being provided.

This agenda item is intended to certify the budgetary impacts of the General Manager's decision and to add a contingency of \$10,000 if, in the opinion of District Counsel, additional work up to the budget limit is warranted. Future actions beyond this budget would be brought in a separate request if deemed needed.

**RECOMMENDATION:** The Administrative Committee should consider a recommendation to the Board to certify the engagement of Shute, Mihaly & Weinberger LLP by the General Manager, and authorize up to an additional \$10,000 if, in the opinion of District Counsel, additional work up to a \$25,000 limit is warranted.

## EXHIBIT

### 3-A Engagement Letter with Shute, Mihaly & Weinberger LLP





396 HAYES STREET, SAN FRANCISCO, CA 94102  
T: (415) 552-7272 F: (415) 552-5816  
www.smwlaw.com

GABRIEL M.B. ROSS  
Attorney  
Ross@smwlaw.com

**ATTORNEY-CLIENT COMMUNICATION  
PRIVILEGED AND CONFIDENTIAL**

June 22, 2020

**Via E-Mail**

Dave Stoldt  
Monterey Peninsula Water Management  
District  
P.O. Box 85  
Monterey, CA 93942-0085

Re: Legal Retainer Agreement

Dear Dave:

This letter sets forth the terms under which Shute, Mihaly & Weinberger LLP ("Firm") will provide legal services to the Monterey Peninsula Water Management District ("Client") in connection with Pure Water Monterey. If you agree to the terms of this retainer agreement ("Agreement"), please sign one copy of this letter and return it to me at your earliest convenience. The second copy of this letter is for your files.

**1. Legal Services to Be Provided**

The Firm is retained to provide Client the following legal services: develop and implement strategy for completing and certifying the environmental review of the expansion of the Pure Water Monterey groundwater replenishment project.

**2. Legal Fees, Costs and Billing Practices**

The Firm's hourly billing rates for these services will be as follows:

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Dave Stoldt, MPWMD

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Partner	\$390
Associate III	\$345
Associate II	\$325
Associate I	\$280
Planner	\$250
Paralegal	\$150
Law Clerk	\$100

Fees will be charged in increments of one-tenth of an hour. The Firm will annually increase these billing rates consistent with any annual increase in the Consumer Price Index (October over October time period) for All Urban Consumers (not seasonally adjusted) San Francisco-Oakland-Hayward area (1982-1984 = 100) as published by the Bureau of Labor Statistics, U.S. Department of Labor, rounded to the nearest whole \$1. The Firm will implement the increase each year on January 1<sup>st</sup>, or as soon thereafter as the CPI information is published. If Client declines to pay for the Firm's services at any increased rates, the Firm will have the right to withdraw as Client's attorneys. The Firm has errors and omissions insurance coverage applicable to the services being provided under this Agreement.

Client will also reimburse Firm for costs incurred in the course of representation, including fees fixed by law or assessed by public agencies, long-distance telephone, facsimile, messenger services, postage, photocopying, and charges for electronic legal research time. In the event of out of town travel, Client agrees to pay all transportation costs, lodging, parking, and meals, as well as the hourly rates for attorney travel time. The Firm will provide detailed monthly billing statements for fees and costs incurred. Client agrees to pay the Firm's billed costs and fees within thirty (30) days following billing.

Firm will inform Client when cumulative billing approaches \$15,000, and will not bill more than that amount without Client's consent.

**3. Authorized Representative of Client**

Client designates Dave Stoldt as the authorized representative to direct the Firm and to be the primary person to communicate with the Firm regarding the subject matter of this Agreement. This designation is intended to establish a clear line of authority and to minimize potential uncertainty, but not to preclude communication

**ATTORNEY-CLIENT COMMUNICATION  
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Dave Stoldt, MPWMD

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between the Firm and other representative of Client. Unless directed otherwise by Client, all correspondence and bills will be directed to the designated authorized representative.

**4. Discharge and Withdrawal**

Client may discharge the Firm at any time by providing written notice to the Firm, which is effective upon receipt by the Firm. In the event of such discharge, if the Firm is Client's attorney of record in any proceeding, the Firm will promptly provide Client with a substitution of attorney form. Client will execute and return the substitution of attorney form immediately upon receipt from the Firm.

The Firm may withdraw at any time as permitted under the Rules of Professional Conduct of the State Bar of California. A valid reason for withdrawal by the Firm would include, but not be limited to, Client's consent, Client's breach of this Agreement, Client's failure to pay fees and costs as provided in this Agreement, Client's conduct renders it unreasonably difficult for the Firm to carry out the representation effectively, or any fact or circumstances that would render the Firm's continuing representation unlawful or unethical. At such time as the Firm's services conclude, all unpaid fees for legal and related services and costs and expenses will immediately become due and payable.

**5. Case File**

After the Firm's services conclude, the Firm will, upon Client's request, deliver the file for this matter to Client. If Client does not request the file for this matter, the Firm will retain it for a period of five years after the matter is closed. If Client does not request delivery of the file for this matter before the end of the five-year period, the Firm will have no further obligation to retain the file and may, at the Firm's discretion, destroy it without further notice to Client. At any point during the five-year period, Client may request delivery of the file. If Client so requests, paper copies of original documents (or the originals themselves) will be provided free of charge. Client agrees to pay for any additional fees or costs incurred to produce electronic files, if Client requests those files.

**ATTORNEY-CLIENT COMMUNICATION  
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Dave Stoldt, MPWMD

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**6. No Guarantee**

Nothing in this Agreement and nothing in the Firm's statements to Client will be construed as a promise or guarantee about the outcome of this matter. The Firm makes no such promises or guarantees.

**7. Conflicts Waiver**

Please be advised that our Firm represents public agencies and private organizations in land use and environmental matters throughout California. Accordingly, it is agreed, and you hereby consent, that our attorney-client relationship with you in this matter will not serve as a basis for the Firm's disqualification from representing other clients or parties in any legal proceedings, cases, controversies, or matters, other than those in which we represent you, except if and to the extent absolutely and non-waivably required by the Rules of Professional Conduct.

This Agreement will be effective when it is signed by you. However, this Agreement will apply to any services we may provide in connection with the engagement before the effective date.

We look forward to working with you on this matter. If this Agreement is satisfactory, please execute one of the enclosed copies and return it to me. The other copy is for your records.

Very truly yours,

SHUTE, MIHALY & WEINBERGER LLP



Gabriel M.B. Ross

**ATTORNEY-CLIENT COMMUNICATION  
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Dave Stoldt, MPWMD

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**ACCEPTED AND AGREED:**

David Stoldt, Monterey Peninsula Water  
Management District

Name

David Stoldt

Title

General Manager

Date

6-23-20

1256592.3





## ADMINISTRATIVE COMMITTEE

### 4. CONSIDER ADOPTION OF REVISIONS TO DISTRICT INVESTMENT POLICY

<b>Meeting Date:</b>	<b>July 14, 2020</b>	<b>Budgeted:</b>	<b>N/A</b>
<b>From:</b>	<b>David J. Stoldt General Manager</b>	<b>Program/ Line Item No.:</b>	<b>N/A</b>
<b>Prepared By:</b>	<b>David J. Stoldt</b>	<b>Cost Estimate:</b>	<b>\$126,000 w/contingency</b>

**General Counsel Approval:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on July 14, 2020 and recommended \_\_\_\_\_.

**CEQA Compliance:** Not a project under CEQA.

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**SUMMARY:** The State of California Government Code requires the District Board to annually review and approve the Policy. The District's current Policy was adopted on September 20, 1997 and has been reviewed and approved annually by the Board since that time. Additionally, State law, as well as District policy, requires that each quarter the Board receive and approve a report of investments held by the District. This requirement has been met as the Board has received quarterly reports on the contents and performance of the investment portfolio since adoption of the investment policy. At the May 15, 2020 Special Board meeting to discuss the District's preliminary budget, suggestions were made by staff to make minor revisions to the District Investment Policy (the Policy). At that time, the Board requested that the proposed revisions be brought back at a regular Board meeting with additional information about the relative risks and returns of the allowable investment vehicles.

**RECOMMENDATION:** Administrative Committee should consider a recommendation to the Board to eliminate (a) Repurchase Agreements, (b) Securities Lending Agreements, and (c) Mortgage Pass-Through Securities from the District's permitted investments, as well as increase the allowable portion of the portfolio invested in Negotiable Certificates of Deposit to 75%.

**BACKGROUND:** The objectives of the District's investment program in order of priority are:

- 1) Safety of invested funds – The Treasurer shall ensure the safety of the District's invested funds by limiting, as much as possible, credit and interest rate risk. Credit risk is the risk of loss due to failure of the security issuer or backer. Interest rate risk is the risk that the market value of investments will fall due to an increase in the general level of interest rates.
- 2) Maintenance of sufficient liquidity to meet cash flow requirements – Attainment of a market average rate of return during budgetary and economic cycles, taking into account the District's investment risk constraints and cash requirements. Liquidity risk includes the inability to sell portfolio holdings at a competitive price, a penalty for early withdrawal,

capital losses if interest rates have gone up, or fire sale prices.

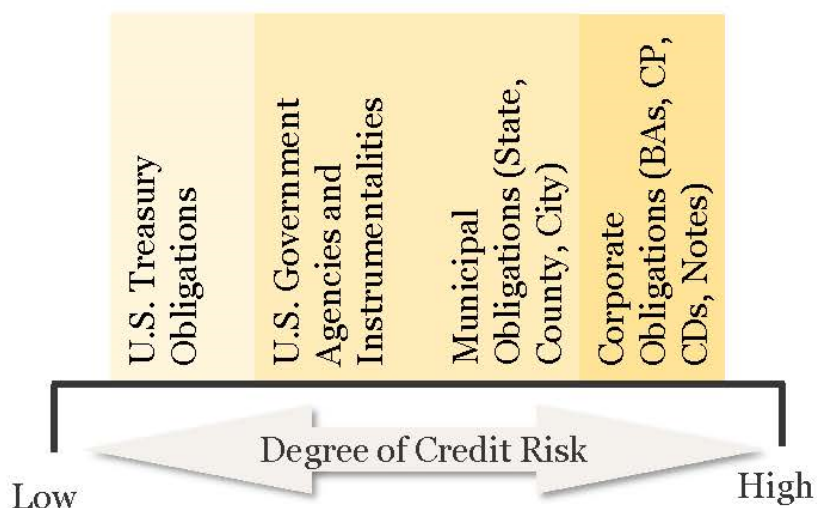
District funds may be placed in any instrument or medium approved by the State of California as enumerated in Government Code Section 53651 as shown in **Exhibit 4-A**. The allowable investments are summarized in the table below:

Securities	1 Day	180 Days	270 Days	1 Year	5 Years	Over 5 Years
U.S. Treasuries		✓ Permitted				Requires Approval
Federal Agencies		✓ Permitted				Requires Approval
Municipal Securities		✓ Permitted				Requires Approval
Negotiable Certificates of Deposit		✓ Permitted				Requires Approval
Commercial Paper		✓ Permitted			X Prohibited	
Bankers' Acceptances	✓ Permitted				X Prohibited	
Medium-Term Corporate Notes		✓ Permitted				X Prohibited
Asset-Backed Securities (ABS)		✓ Permitted				X Prohibited
Supranationals		✓ Permitted				X Prohibited
Repurchase Agreements		✓ Permitted				X Prohibited
Money Market Funds/Bond Mutual Funds	✓ Permitted				X Prohibited	
Local Government Investment Pools	✓ Permitted				X Prohibited	
Foreign Sovereign			X Prohibited			
Fixed-Income ETFs			X Prohibited			
High-Yield Bonds			X Prohibited			
Private Placements			X Prohibited			
Convertibles			X Prohibited			
Non-U.S. Dollar Investment Grade			X Prohibited			
Emerging Markets Debt			X Prohibited			
Bank Loans			X Prohibited			
Domestic Equities (Large, Mid, Small Cap)			X Prohibited			
International Equities (Large, Mid, Small Cap)			X Prohibited			
Emerging Markets			X Prohibited			
Preferred Stock			X Prohibited			
Equity Mutual Funds and ETFs			X Prohibited			
Commodities			X Prohibited			
Real Estate			X Prohibited			
Hedge Funds			X Prohibited			
Private Equity			X Prohibited			
Venture Capital			X Prohibited			
Tangible Assets			X Prohibited			
Complex Derivatives, Futures and Options			X Prohibited			

Source: CDIA/CMTA Advanced Public Funds Investing Workshop, PFM Asset Management LLC, Sarah Meacham, Managing Director, January 15, 2020

The proposed revisions are to prohibit 3 investment vehicles as shown in red in the table on page 6 of the Policy, included in **Exhibit 4-A**, but to also increase the proportion of the portfolio that may be invested in Negotiable Certificates of Deposit. The District already is not be authorized to invest in any security that has the possibility of returning a zero or negative yield if held to maturity except that investment in U. S. Treasury Certificates of indebtedness ("SLUGS") issued by the U. S. Bureau of Public debt is authorized. Prohibited investments also include inverse floaters, range notes and interests only strips derived from a pool of mortgages.

**Credit Risk** – Credit risk is defined as an issuers ability and willingness to repay interest and principal. Credit risk shall be mitigated by diversifying the fund among issues and issuers so that the failure of any one issue or issuer would not result in a significant loss of income or principal to participants. Allowable investments can roughly be ranked as follows to show relative credit risk:

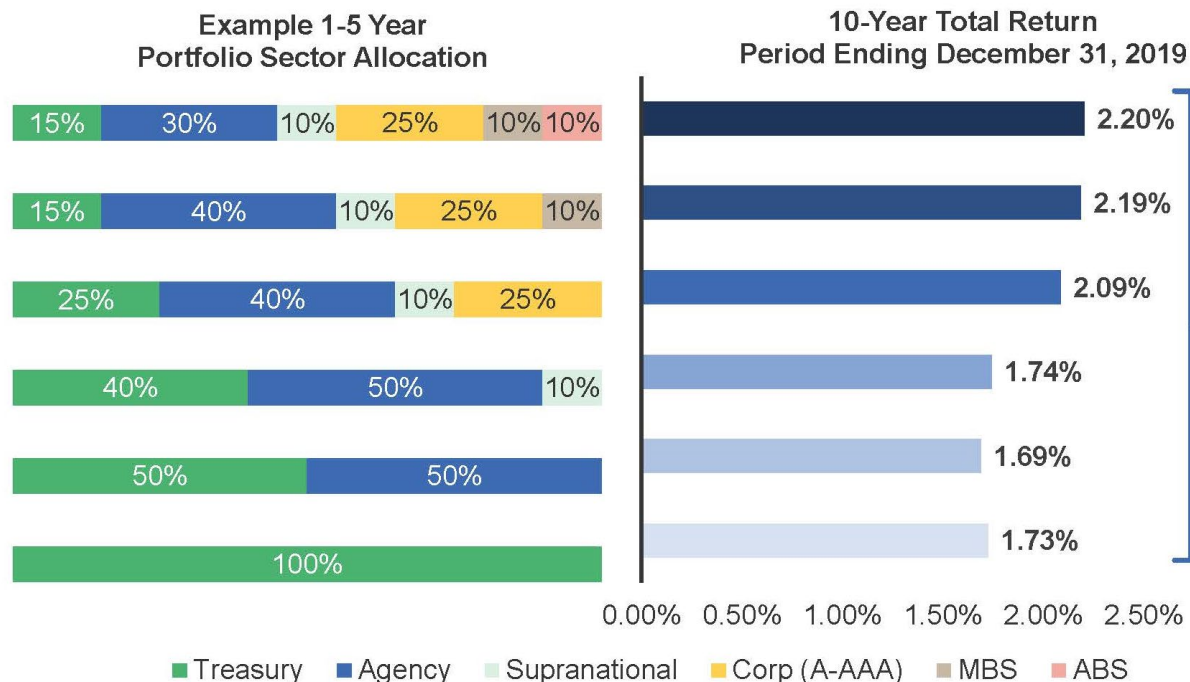


*Source: CDIA/CMTA Advanced Public Funds Investing Workshop, PFM Asset Management LLC, Sarah Meacham, Managing Director, January 15, 2020*

**Interest Rate Risk** – Interest rate risk (also known as “market risk”) is the risk that the market value of a security or of the portfolio will change as the general level of interest rates changes over time. Because “fixed income securities” (i.e., securities that provide scheduled interest payments on a periodic basis and return principal invested upon maturity) comprise a significant component of local agency portfolios and the value of these securities is directly affected by interest rate changes, local agencies must develop strategies for identifying and managing interest rate risk for their portfolios.

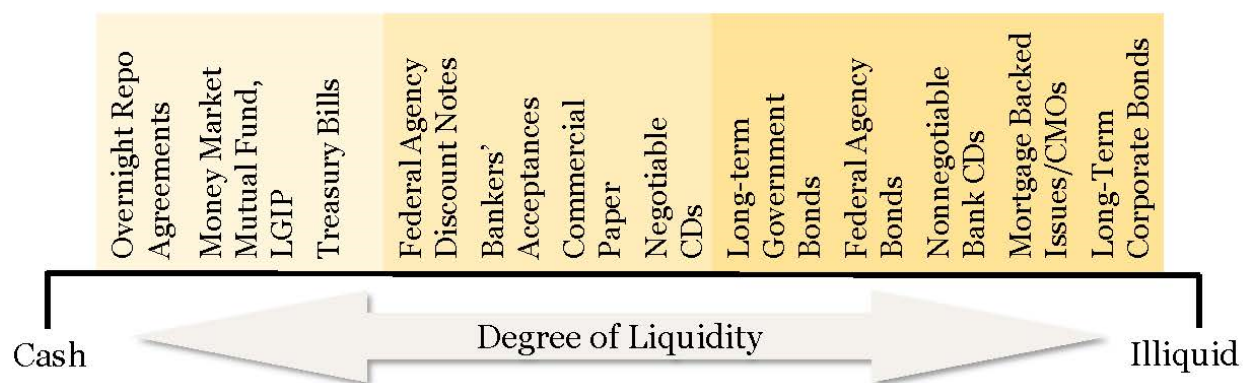
To date, the District has attempted to manage interest rate risk by eliminating the need to ever sell a security by laddering out the maturity of investments to mature prior to the need for the revenues. The “ladder” has typically been in Negotiable Certificates of Deposit maturing in 3-, 6-, 12-, 24-, or 36 months, ensuring each CD is below the federally insured \$250,000 amount. This approach can come at the expense of yield however, in that a large portion of the District portfolio is kept in the statewide pooled Local Agency Investment Fund or LAIF which has great liquidity, but low returns. Additional yield can be achieved by diversifying into higher-yielding securities, such as the addition of mortgage-backed securities as shown below, but to date the District has avoided such a strategy and is, in fact, recommending prohibiting such investments in this agenda item.

Trade-offs between diversification and yield can be demonstrated by the example below, where “MBS” indicates mortgage-backed securities and “ABS” indicates asset-backed securities:



Source: CDIA/CMTA Advanced Public Funds Investing Workshop, PFM Asset Management LLC, Sarah Meacham, Managing Director, January 15, 2020

**Liquidity Risk** – Allowable investments can roughly be ranked as follows to show relative liquidity risk:



Source: CDIA/CMTA Advanced Public Funds Investing Workshop, PFM Asset Management LLC, Sarah Meacham, Managing Director, January 15, 2020

## EXHIBIT

### 4-A District Investment Policy with Suggested Edits

**MONTEREY PENINSULA WATER MANAGEMENT DISTRICT**  
**INVESTMENT POLICY**

Approved by the MPWMD Board on January 23, 2020



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## **MONTEREY PENINSULA WATER MANAGEMENT DISTRICT**

### **INVESTMENT POLICY**

#### **1 Introduction**

This policy governs the investment of District funds. The purpose of the policy is to provide guidance to the District Treasurer to invest funds in a manner that provides for the protection of principal (safety), meets the cash flow (liquidity) demands of the District and earns a reasonable yield. It shall be the policy of the District to invest all funds in strict conformance with all state statutes governing the investment of public monies. Moreover, it shall be the policy to manage investments under the prudent investor rule. This rule affords the District a broad spectrum of investment opportunities so long as the investment is deemed prudent and is allowable under State of California Government Code section 53600 et. seq., the investment policy of Monterey County and Section 118-507 (West's Annotated Government Code) of the District's enabling legislation.

#### **2 Prudence**

The District Treasurer is a trustee and therefore a fiduciary subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the treasurer shall act with the care, skill, prudence and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of investments of a like character and with like aims to safeguard the principal and maintain the liquidity needs of the District. Within the limitation of this policy and considering individual investments as part of an overall investment strategy, a trustee is authorized to acquire investments as authorized by law.

#### **3 Investment and Risk**

The objectives of the District's investment program in order of priority are:

- 1) Safety of invested funds – The Treasurer shall ensure the safety of the District's invested funds by limiting, as much as possible, credit and interest rate risk. Credit risk is the risk of loss due to failure of the security issuer or backer. Interest rate risk is the risk that the market value of investments will fall due to an increase in the general level of interest rates.
- 2) Maintenance of sufficient liquidity to meet cash flow requirements – Attainment of a market average rate of return during budgetary and economic cycles, taking into account the District's investment risk constraints and cash requirements. The Treasurer, acting in accordance with District procedures and this policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price change, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

#### 4 Types of Investments

District funds may be placed in any instrument or medium approved by the State of California as enumerated in Government Code Section 53651, and not otherwise limited by the Monterey County Investment Policy. A listing of currently eligible securities shall be maintained. The Treasurer shall submit any proposed changes to the list of eligible investments to the Administrative Committee and Board of Directors. The Administrative Committee shall approve investment in a class of securities included on the list, but in which the District has not previously invested. The Board of Directors shall approve changes to the list of eligible securities. The currently approved list of securities is incorporated as Attachment I.

#### 5 Prohibited Investments

The District shall not be authorized to invest in any security that has the possibility of returning a zero or negative yield if held to maturity except that investment in U. S. Treasury Certificates of indebtedness ("SLUGS") issued by the U. S. Bureau of Public debt is authorized. Prohibited investments shall include inverse floaters, range notes and interests only strips derived from a pool of mortgages.

#### 6 Access to Funds

The premise underlying the District's investment policy is to ensure that money is available when needed. To this end, the District will maintain funds on deposit in a local bank or other federal or state regulated depository sufficient to meet expenditure requirements for the following six months as represented in the most recent budget adopted by the Board of Directors.

#### 7 Authority

The Treasurer of the Board of Directors of the Monterey Peninsula Water Management District is responsible for the custody and management of District investments. Management activity will adhere to applicable state law, provisions of the District's enabling legislation and this policy. The Treasurer may delegate ministerial duties related to the investment program to other District staff, but shall retain responsibility for all transactions undertaken and shall establish a system of internal control to regulate activity of subordinate personnel.

#### 8 Reports

Pursuant to Government Code Section 53646 the Treasurer shall provide quarterly investment reports to the Board of Directors. Each report shall include a listing of all securities held in the portfolio. It shall list investments by type, issuer, maturity, par value, market value, and dollar amount invested. The report shall contain a citation of compliance with this policy, an explanation for any non-compliance and a statement as to the ability or inability to meet expenditure requirements for the following six months. District monies over which the Treasurer does not exercise control or safekeeping e.g., does not determine how the funds are to be invested or banked, need not be included in the report. Agency contributions to the Public Employees Retirement



System need not be included. Deferred compensation funds (Section 457) held by third-party administrators and invested at the direction of program participants need not be included pursuant to PL 104-188.

#### 9 Audits

The District's portfolio, quarterly reports, policy, internal control procedures and investment practices shall be the subject of scrutiny in the course of annual audits performed by external independent auditors selected by the Board of Directors.

#### 10 Policy Review

The Board of Directors shall review this policy at least annually.

## 11 Attachment I

ALLOWABLE INVESTMENT INSTRUMENTS PER STATE GOVERNMENT CODE  
AS OF JANUARY 1, 2020

INVESTMENT TYPE	MAXIMUM SECURITY	MAXIMUM SPECIFIED % OF PORTFOLIO	MINIMUM QUALITY REQUIREMENTS	GOVERNMENT CODE SECTION
Local Agency Bonds	5 years	None	None	53601(a)
U.S. Treasury Obligations	5 years	None	None	53601(b)
State Obligations – CA and Others	5 years	None	None	53601(d)
CA Local Agency Obligations	5 years	None	None	53601(e)
U.S. Agency Obligations	5 years	None	None	53601(f)
Bankers' Acceptances	180 days	40%	None	53601(g)
Commercial Paper – Pooled Funds	270 days	40% of the agency's money	Highest letter and number rating by an NRSRO	53635(a)(1)
Commercial Paper – Non-Pooled Funds	270 days	25% of the agency's money	Highest letter and number rating by an NRSRO	53601(h)(2)(C)
Negotiable Certificates of Deposits	5 years	75%	None	53601(i)
Non-negotiable Certificates of Deposits	5 years	None	None	53630 et seq.
Placement Service Deposits	5 years	30%	None	53601.8 and 53635.8
Placement Service Certificates of Deposits	5 years	30%	None	53601.8 and 53635.8
Repurchase Agreements	1 year	None	None	53601(j)
Reverse Repurchase Agreements and Securities Lending Agreements	92 days	20% of the base value of the portfolio	None	53601(j)
Medium-Term Notes	5 years	30%	"A" rating category or its equivalent or better	53601(k)
Mutual Funds and Money Market Mutual Funds	N/A	20%	Multiple	53601(l) and 53601.6(b)
Collateralized Bank Deposits	5 years	None	None	53630 et seq. and 53601(n)
Mortgage Pass-Through Securities	5 years	20%	"AA" rating category or its equivalent or better	53601(o)
County Pooled Investment Funds	N/A	None	None	27133
Joint Powers Authority Pool	N/A	None	Multiple	53601(p)
Local Agency Investment Fund (LAIF)	N/A	None	None	16429.1
Voluntary Investment Program Fund	N/A	None	None	16340
Supranational Obligations	5 years	30%	"AA" rating category or its equivalent or better	53601(q)


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### GOVERNMENT CODE - GOV

**TITLE 5. LOCAL AGENCIES [50001 - 57607]** ( Title 5 added by Stats. 1949, Ch. 81. )

**DIVISION 2. CITIES, COUNTIES, AND OTHER AGENCIES [53000 - 55821]** ( Division 2 added by Stats. 1949, Ch. 81. )

**PART 1. POWERS AND DUTIES COMMON TO CITIES, COUNTIES, AND OTHER AGENCIES [53000 - 54999.7]** ( Part 1 added by Stats. 1949, Ch. 81. )

**CHAPTER 4. Financial Affairs [53600 - 53997]** ( Chapter 4 added by Stats. 1949, Ch. 81. )

**ARTICLE 1. Investment of Surplus [53600 - 53610]** ( Article 1 added by Stats. 1949, Ch. 81. )

**53600.** As used in this article, "local agency" means county, city, city and county, including a chartered city or county, school district, community college district, public district, county board of education, county superintendent of schools, or any public or municipal corporation.

(Amended by Stats. 1987, Ch. 887, Sec. 2.)

**53600.3.** Except as provided in subdivision (a) of Section 27000.3, all governing bodies of local agencies or persons authorized to make investment decisions on behalf of those local agencies investing public funds pursuant to this chapter are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law.

(Amended by Stats. 1996, Ch. 749, Sec. 4. Effective January 1, 1997.)

**53600.5.** When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, the primary objective of a trustee shall be to safeguard the principal of the funds under its control. The secondary objective shall be to meet the liquidity needs of the depositor. The third objective shall be to achieve a return on the funds under its control.

(Amended by Stats. 1996, Ch. 749, Sec. 5. Effective January 1, 1997.)

**53600.6.** The Legislature hereby finds that the solvency and creditworthiness of each individual local agency can impact the solvency and creditworthiness of the state and other local agencies within the state. Therefore, to protect the solvency and creditworthiness of the state and all of its political subdivisions, the Legislature hereby declares that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern.

(Added by Stats. 1995, Ch. 784, Sec. 13. Effective January 1, 1996.)

**53601.** This section shall apply to a local agency that is a city, a district, or other local agency that does not pool money in deposits or investments with other local agencies, other than local agencies that have the same governing body. However, Section 53635 shall apply to all local agencies that pool money in deposits or investments with other local agencies that have separate governing bodies. The legislative body of a local agency having moneys in a sinking fund or moneys in its treasury not required for the immediate needs of the local agency may invest any portion of the moneys that it deems wise or expedient in those investments set forth below. A local agency purchasing or obtaining any securities prescribed in this section, in a negotiable, bearer, registered, or nonregistered format, shall require delivery of the securities to the local agency, including those purchased for the

agency by financial advisers, consultants, or managers using the agency's funds, by book entry, physical delivery, or by third-party custodial agreement. The transfer of securities to the counterparty bank's customer book entry account may be used for book entry delivery.

For purposes of this section, "counterparty" means the other party to the transaction. A counterparty bank's trust department or separate safekeeping department may be used for the physical delivery of the security if the security is held in the name of the local agency. Where this section specifies a percentage limitation for a particular category of investment, that percentage is applicable only at the date of purchase. Where this section does not specify a limitation on the term or remaining maturity at the time of the investment, no investment shall be made in any security, other than a security underlying a repurchase or reverse repurchase agreement or securities lending agreement authorized by this section, that at the time of the investment has a term remaining to maturity in excess of five years, unless the legislative body has granted express authority to make that investment either specifically or as a part of an investment program approved by the legislative body no less than three months prior to the investment:

- (a) Bonds issued by the local agency, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency or by a department, board, agency, or authority of the local agency.
- (b) United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.
- (c) Registered state warrants or treasury notes or bonds of this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the state or by a department, board, agency, or authority of the state.
- (d) Registered treasury notes or bonds of any of the other 49 states in addition to California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 states, in addition to California.
- (e) Bonds, notes, warrants, or other evidences of indebtedness of a local agency within this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.
- (f) Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.
- (g) Bankers' acceptances otherwise known as bills of exchange or time drafts that are drawn on and accepted by a commercial bank. Purchases of bankers' acceptances shall not exceed 180 days' maturity or 40 percent of the agency's moneys that may be invested pursuant to this section. However, no more than 30 percent of the agency's moneys may be invested in the bankers' acceptances of any one commercial bank pursuant to this section.

This subdivision does not preclude a municipal utility district from investing moneys in its treasury in a manner authorized by the Municipal Utility District Act (Division 6 (commencing with Section 11501) of the Public Utilities Code).

(h) Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical rating organization (NRSRO). The entity that issues the commercial paper shall meet all of the following conditions in either paragraph (1) or (2):

(1) The entity meets the following criteria:

- (A) Is organized and operating in the United States as a general corporation.
- (B) Has total assets in excess of five hundred million dollars (\$500,000,000).
- (C) Has debt other than commercial paper, if any, that is rated in a rating category of "A" or its equivalent or higher by an NRSRO.

(2) The entity meets the following criteria:

- (A) Is organized within the United States as a special purpose corporation, trust, or limited liability company.
- (B) Has programwide credit enhancements including, but not limited to, overcollateralization, letters of credit, or a surety bond.
- (C) Has commercial paper that is rated "A-1" or higher, or the equivalent, by an NRSRO.

Eligible commercial paper shall have a maximum maturity of 270 days or less. Local agencies, other than counties or a city and county, may invest no more than 25 percent of their moneys in eligible commercial paper. Local agencies, other than counties or a city and county, may purchase no more than 10 percent of the outstanding

commercial paper of any single issuer. Counties or a city and county may invest in commercial paper pursuant to the concentration limits in subdivision (a) of Section 53635.

(i) Negotiable certificates of deposit issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit shall not exceed 30 percent of the agency's moneys that may be invested pursuant to this section. For purposes of this section, negotiable certificates of deposit do not come within Article 2 (commencing with Section 53630), except that the amount so invested shall be subject to the limitations of Section 53638. The legislative body of a local agency and the treasurer or other official of the local agency having legal custody of the moneys are prohibited from investing local agency funds, or funds in the custody of the local agency, in negotiable certificates of deposit issued by a state or federal credit union if a member of the legislative body of the local agency, or a person with investment decisionmaking authority in the administrative office manager's office, budget office, auditor-controller's office, or treasurer's office of the local agency also serves on the board of directors, or any committee appointed by the board of directors, or the credit committee or the supervisory committee of the state or federal credit union issuing the negotiable certificates of deposit.

(j) (1) Investments in repurchase agreements or reverse repurchase agreements or securities lending agreements of securities authorized by this section, as long as the agreements are subject to this subdivision, including the delivery requirements specified in this section.

(2) Investments in repurchase agreements may be made, on an investment authorized in this section, when the term of the agreement does not exceed one year. The market value of securities that underlie a repurchase agreement shall be valued at 102 percent or greater of the funds borrowed against those securities and the value shall be adjusted no less than quarterly. Since the market value of the underlying securities is subject to daily market fluctuations, the investments in repurchase agreements shall be in compliance if the value of the underlying securities is brought back up to 102 percent no later than the next business day.

(3) Reverse repurchase agreements or securities lending agreements may be utilized only when all of the following conditions are met:

(A) The security to be sold using a reverse repurchase agreement or securities lending agreement has been owned and fully paid for by the local agency for a minimum of 30 days prior to sale.

(B) The total of all reverse repurchase agreements and securities lending agreements on investments owned by the local agency does not exceed 20 percent of the base value of the portfolio.

(C) The agreement does not exceed a term of 92 days, unless the agreement includes a written codicil guaranteeing a minimum earning or spread for the entire period between the sale of a security using a reverse repurchase agreement or securities lending agreement and the final maturity date of the same security.

(D) Funds obtained or funds within the pool of an equivalent amount to that obtained from selling a security to a counterparty using a reverse repurchase agreement or securities lending agreement shall not be used to purchase another security with a maturity longer than 92 days from the initial settlement date of the reverse repurchase agreement or securities lending agreement, unless the reverse repurchase agreement or securities lending agreement includes a written codicil guaranteeing a minimum earning or spread for the entire period between the sale of a security using a reverse repurchase agreement or securities lending agreement and the final maturity date of the same security.

(4) (A) Investments in reverse repurchase agreements, securities lending agreements, or similar investments in which the local agency sells securities prior to purchase with a simultaneous agreement to repurchase the security may be made only upon prior approval of the governing body of the local agency and shall be made only with primary dealers of the Federal Reserve Bank of New York or with a nationally or state-chartered bank that has or has had a significant banking relationship with a local agency.

(B) For purposes of this chapter, "significant banking relationship" means any of the following activities of a bank:

(i) Involvement in the creation, sale, purchase, or retirement of a local agency's bonds, warrants, notes, or other evidence of indebtedness.

(ii) Financing of a local agency's activities.

(iii) Acceptance of a local agency's securities or funds as deposits.

(5) (A) "Repurchase agreement" means a purchase of securities by the local agency pursuant to an agreement by which the counterparty seller will repurchase the securities on or before a specified date and for a specified amount and the counterparty will deliver the underlying securities to the local agency by book entry, physical delivery, or by third-party custodial agreement. The transfer of underlying securities to the counterparty bank's customer book-entry account may be used for book-entry delivery.

(B) "Securities," for purposes of repurchase under this subdivision, means securities of the same issuer, description, issue date, and maturity.

(C) "Reverse repurchase agreement" means a sale of securities by the local agency pursuant to an agreement by which the local agency will repurchase the securities on or before a specified date and includes other comparable agreements.

(D) "Securities lending agreement" means an agreement under which a local agency agrees to transfer securities to a borrower who, in turn, agrees to provide collateral to the local agency. During the term of the agreement, both the securities and the collateral are held by a third party. At the conclusion of the agreement, the securities are transferred back to the local agency in return for the collateral.

(E) For purposes of this section, the base value of the local agency's pool portfolio shall be that dollar amount obtained by totaling all cash balances placed in the pool by all pool participants, excluding any amounts obtained through selling securities by way of reverse repurchase agreements, securities lending agreements, or other similar borrowing methods.

(F) For purposes of this section, the spread is the difference between the cost of funds obtained using the reverse repurchase agreement and the earnings obtained on the reinvestment of the funds.

(k) Medium-term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment under this subdivision shall be rated in a rating category of "A" or its equivalent or better by an NRSRO. Purchases of medium-term notes shall not include other instruments authorized by this section and shall not exceed 30 percent of the agency's moneys that may be invested pursuant to this section.

(l) (1) Shares of beneficial interest issued by diversified management companies that invest in the securities and obligations as authorized by subdivisions (a) to (k), inclusive, and subdivisions (m) to (q), inclusive, and that comply with the investment restrictions of this article and Article 2 (commencing with Section 53630). However, notwithstanding these restrictions, a counterparty to a reverse repurchase agreement or securities lending agreement is not required to be a primary dealer of the Federal Reserve Bank of New York if the company's board of directors finds that the counterparty presents a minimal risk of default, and the value of the securities underlying a repurchase agreement or securities lending agreement may be 100 percent of the sales price if the securities are marked to market daily.

(2) Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. Sec. 80a-1 et seq.).

(3) If investment is in shares issued pursuant to paragraph (1), the company shall have met either of the following criteria:

(A) Attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs.

(B) Retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience investing in the securities and obligations authorized by subdivisions (a) to (k), inclusive, and subdivisions (m) to (q), inclusive, and with assets under management in excess of five hundred million dollars (\$500,000,000).

(4) If investment is in shares issued pursuant to paragraph (2), the company shall have met either of the following criteria:

(A) Attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs.

(B) Retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds with assets under management in excess of five hundred million dollars (\$500,000,000).

(5) The purchase price of shares of beneficial interest purchased pursuant to this subdivision shall not include commission that the companies may charge and shall not exceed 20 percent of the agency's moneys that may be invested pursuant to this section. However, no more than 10 percent of the agency's funds may be invested in shares of beneficial interest of any one mutual fund pursuant to paragraph (1).

(m) Moneys held by a trustee or fiscal agent and pledged to the payment or security of bonds or other indebtedness, or obligations under a lease, installment sale, or other agreement of a local agency, or certificates of participation in those bonds, indebtedness, or lease installment sale, or other agreements, may be invested in accordance with the statutory provisions governing the issuance of those bonds, indebtedness, or lease installment sale, or other agreement, or to the extent not inconsistent therewith or if there are no specific statutory provisions,

in accordance with the ordinance, resolution, indenture, or agreement of the local agency providing for the issuance.

(n) Notes, bonds, or other obligations that are at all times secured by a valid first priority security interest in securities of the types listed by Section 53651 as eligible securities for the purpose of securing local agency deposits having a market value at least equal to that required by Section 53652 for the purpose of securing local agency deposits. The securities serving as collateral shall be placed by delivery or book entry into the custody of a trust company or the trust department of a bank that is not affiliated with the issuer of the secured obligation, and the security interest shall be perfected in accordance with the requirements of the Uniform Commercial Code or federal regulations applicable to the types of securities in which the security interest is granted.

(o) A mortgage passthrough security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable passthrough certificate, or consumer receivable-backed bond. Securities eligible for investment under this subdivision shall be rated in a rating category of "AA" or its equivalent or better by an NRSRO and have a maximum remaining maturity of five years or less. Purchase of securities authorized by this subdivision shall not exceed 20 percent of the agency's surplus moneys that may be invested pursuant to this section.

(p) Shares of beneficial interest issued by a joint powers authority organized pursuant to Section 6509.7 that invests in the securities and obligations authorized in subdivisions (a) to (r), inclusive. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this section, the joint powers authority issuing the shares shall have retained an investment adviser that meets all of the following criteria:

(1) The adviser is registered or exempt from registration with the Securities and Exchange Commission.

(2) The adviser has not less than five years of experience investing in the securities and obligations authorized in subdivisions (a) to (q), inclusive.

(3) The adviser has assets under management in excess of five hundred million dollars (\$500,000,000).

(q) United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank, with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Investments under this subdivision shall be rated in a rating category of "AA" or its equivalent or better by an NRSRO and shall not exceed 30 percent of the agency's moneys that may be invested pursuant to this section.

(r) Commercial paper, debt securities, or other obligations of a public bank, as defined in Section 57600.

*(Amended by Stats. 2019, Ch. 442, Sec. 11. (AB 857) Effective January 1, 2020.)*

**53601.1.** The authority of a local agency to invest funds pursuant to Section 53601 includes, in addition thereto, authority to invest in financial futures or financial option contracts in any of the investment categories enumerated in that section.

*(Added by Stats. 1983, Ch. 534, Sec. 3.)*

**53601.2.** As used in this article, "corporation" includes a limited liability company.

*(Added by Stats. 2004, Ch. 118, Sec. 18. Effective January 1, 2005.)*

**53601.5.** The purchase by a local agency of any investment authorized pursuant to Section 53601 or 53601.1, not purchased directly from the issuer, shall be purchased either from an institution licensed by the state as a broker-dealer, as defined in Section 25004 of the Corporations Code, or from a member of a federally regulated securities exchange, from a national or state-chartered bank, from a savings association or federal association (as defined by Section 5102 of the Financial Code) or from a brokerage firm designated as a primary government dealer by the Federal Reserve bank.

*(Amended by Stats. 2001, Ch. 57, Sec. 2. Effective January 1, 2002.)*

**53601.6.** (a) A local agency shall not invest any funds pursuant to this article or pursuant to Article 2 (commencing with Section 53630) in inverse floaters, range notes, or mortgage-derived, interest-only strips.

(b) A local agency shall not invest any funds pursuant to this article or pursuant to Article 2 (commencing with Section 53630) in any security that could result in zero interest accrual if held to maturity. However, a local agency may hold prohibited instruments until their maturity dates. The limitation in this subdivision shall not apply to local agency investments in shares of beneficial interest issued by diversified management companies registered under

the Investment Company Act of 1940 (15 U.S.C. Sec. 80a-1 et seq.) that are authorized for investment pursuant to subdivision (l) of Section 53601.

*(Amended by Stats. 2009, Ch. 332, Sec. 68.1. (SB 113) Effective January 1, 2010.)*

**53601.8.** Notwithstanding any other provision of this code, a local agency that has the authority under law to invest funds, at its discretion, may invest a portion of its surplus funds in deposits at a commercial bank, savings bank, savings and loan association, or credit union that uses a private sector entity that assists in the placement of deposits. The following conditions shall apply:

(a) The local agency shall choose a nationally or state-chartered commercial bank, savings bank, savings and loan association, or credit union in this state to invest the funds, which shall be known as the "selected" depository institution.

(b) The selected depository institution may use a private sector entity to help place local agency deposits with one or more commercial banks, savings banks, savings and loan associations, or credit unions that are located in the United States and are within the network used by the private sector entity for this purpose.

(c) The selected depository institution shall request that the local agency inform it of depository institutions at which the local agency has other deposits, and the selected depository institution shall provide that information to the private sector entity.

(d) Any private sector entity used by a selected depository institution to help place its local agency deposits shall maintain policies and procedures requiring all of the following:

(1) The full amount of each deposit placed pursuant to subdivision (b) and the interest that may accrue on each such deposit shall at all times be insured by the Federal Deposit Insurance Corporation or the National Credit Union Administration.

(2) Every depository institution where funds are placed shall be capitalized at a level that is sufficient, and be otherwise eligible, to receive such deposits pursuant to regulations of the Federal Deposit Insurance Corporation or the National Credit Union Administration, as applicable.

(3) At the time of the local agency's investment with a selected depository institution and no less than monthly thereafter, the private sector entity shall ensure that the local agency is provided with an inventory of all depository institutions in which deposits have been placed on the local agency's behalf, that are within the private sector entity's network.

(4) Within its network, the private sector entity shall ensure that it does not place additional deposits from a particular local agency with any depository institution identified pursuant to subdivision (c) as holding that local agency's deposits if those additional deposits would result in that local agency's total amount on deposit at that depository institution exceeding the Federal Deposit Insurance Corporation or the National Credit Union Administration insurance limit.

(e) If a selected depository uses two or more private sector entities to assist in the placement of a local agency's deposits, the selected depository shall ensure that it does not place additional deposits from a particular local agency with a depository institution if those additional deposits would result in that local agency's total amount on deposit at that depository institution exceeding the Federal Deposit Insurance Corporation or the National Credit Union Administration insurance limit.

(f) The selected depository institution shall serve as a custodian for each such deposit.

(g) On the same date that the local agency's funds are placed pursuant to subdivision (b) by the private sector entity, the selected depository institution shall receive an amount of insured deposits from other financial institutions that, in total, are equal to, or greater than, the full amount of the principal that the local agency initially deposited through the selected depository institution pursuant to subdivision (b).

(h) Notwithstanding subdivisions (a) to (g), inclusive, a credit union shall not act as a selected depository institution under this section unless both of the following conditions are satisfied:

(1) The credit union offers federal depository insurance through the National Credit Union Administration.

(2) The credit union is in possession of written guidance or other written communication from the National Credit Union Administration authorizing participation of federally insured credit unions in one or more deposit placement services and affirming that the moneys held by those credit unions while participating in a deposit placement service will at all times be insured by the federal government.

(i) It is the intent of the Legislature that this section shall not restrict competition among private sector entities that provide placement services pursuant to this section.



(j) The deposits placed pursuant to this section shall be subject to Section 53638 and shall not, in total, exceed 50 percent of the agency's funds that may be invested for this purpose.

(k) This section shall remain in effect until January 1, 2026, and as of that date is repealed.

*(Amended (as amended by Stats. 2015, Ch. 181, Sec. 1) by Stats. 2019, Ch. 619, Sec. 1. (AB 945) Effective January 1, 2020. Repealed as of January 1, 2026, by its own provisions. See later operative version, as amended by Sec. 3 of Stats. 2019, Ch. 619.)*

**53601.8.** Notwithstanding any other provision of this code, a local agency that has the authority under law to invest funds, at its discretion, may invest a portion of its surplus funds in deposits at a commercial bank, savings bank, savings and loan association, or credit union that uses a private sector entity that assists in the placement of deposits. The following conditions shall apply:

(a) The local agency shall choose a nationally or state-chartered commercial bank, savings bank, savings and loan association, or credit union in this state to invest the funds, which shall be known as the "selected" depository institution.

(b) The selected depository institution may use a private sector entity to help place local agency deposits with one or more commercial banks, savings banks, savings and loan associations, or credit unions that are located in the United States and are within the network used by the private sector entity for this purpose.

(c) The selected depository institution shall request that the local agency inform it of depository institutions at which the local agency has other deposits, and the selected depository institution shall provide that information to the private sector entity.

(d) Any private sector entity used by a selected depository institution to help place its local agency deposits shall maintain policies and procedures requiring all of the following:

(1) The full amount of each deposit placed pursuant to subdivision (b) and the interest that may accrue on each such deposit shall at all times be insured by the Federal Deposit Insurance Corporation or the National Credit Union Administration.

(2) Every depository institution where funds are placed shall be capitalized at a level that is sufficient, and be otherwise eligible, to receive such deposits pursuant to regulations of the Federal Deposit Insurance Corporation or the National Credit Union Administration, as applicable.

(3) At the time of the local agency's investment with a selected depository institution and no less than monthly thereafter, the private sector entity shall ensure that the local agency is provided with an inventory of all depository institutions in which deposits have been placed on the local agency's behalf, that are within the private sector entity's network.

(4) Within its network, the private sector entity shall ensure that it does not place additional deposits from a particular local agency with any depository institution identified pursuant to subdivision (c) as holding that local agency's deposits if those additional deposits would result in that local agency's total amount on deposit at that depository institution exceeding the Federal Deposit Insurance Corporation or the National Credit Union Administration insurance limit.

(e) If a selected depository uses two or more private sector entities to assist in the placement of a local agency's deposits, the selected depository shall ensure that it does not place additional deposits from a particular local agency with a depository institution if those additional deposits would result in that local agency's total amount on deposit at that depository institution exceeding the Federal Deposit Insurance Corporation or the National Credit Union Administration insurance limit.

(f) The selected depository institution shall serve as a custodian for each such deposit.

(g) On the same date that the local agency's funds are placed pursuant to subdivision (b) by the private sector entity, the selected depository institution shall receive an amount of insured deposits from other financial institutions that, in total, are equal to, or greater than, the full amount of the principal that the local agency initially deposited through the selected depository institution pursuant to subdivision (b).

(h) Notwithstanding subdivisions (a) to (g), inclusive, a credit union shall not act as a selected depository institution under this section unless both of the following conditions are satisfied:

(1) The credit union offers federal depository insurance through the National Credit Union Administration.

(2) The credit union is in possession of written guidance or other written communication from the National Credit Union Administration authorizing participation of federally insured credit unions in one or more deposit placement services and affirming that the moneys held by those credit unions while participating in a deposit placement service will at all times be insured by the federal government.

(i) It is the intent of the Legislature that this section shall not restrict competition among private sector entities that provide placement services pursuant to this section.

(j) The deposits placed pursuant to this section shall be subject to Section 53638 and shall not, in total, exceed 30 percent of the agency's funds that may be invested for this purpose.

(k) This section shall become operative on January 1, 2026.

*(Repealed and added by Stats. 2019, Ch. 619, Sec. 3. (AB 945) Effective January 1, 2020. Section operative January 1, 2026, by its own provisions.)*

**53602.** The legislative body shall invest only in notes, bonds, bills, certificates of indebtedness, warrants, or registered warrants which are legal investments for savings banks in the State, provided, that the board of supervisors of a county may, by a four-fifths vote thereof, invest in notes, warrants or other evidences of indebtedness of public districts wholly or partly within the county, whether or not such notes, warrants, or other evidences of indebtedness are legal investments for savings banks.

*(Amended by Stats. 1954, 1st Ex. Sess., Ch. 10.)*

**53603.** The legislative body may make the investment by direct purchase of any issue of eligible securities at their original sale or after they have been issued.

*(Amended by Stats. 1953, Ch. 537.)*

**53604.** The legislative body may sell, or exchange for other eligible securities, and reinvest the proceeds of, the securities purchased.

*(Amended by Stats. 1953, Ch. 537.)*

**53605.** From time to time, the legislative body shall sell the securities so that the proceeds may be applied to the purposes for which the original purchase money was placed in the sinking fund or the treasury of the local agency.

*(Amended by Stats. 1953, Ch. 537.)*

**53606.** The bonds purchased, which were issued by the purchaser, may be canceled either in satisfaction or sinking fund obligations or otherwise. When canceled, they are no longer outstanding, unless in its discretion, the legislative body holds them uncanceled. While held uncanceled, the bonds may be resold.

*(Added by Stats. 1949, Ch. 81.)*

**53607.** The authority of the legislative body to invest or to reinvest funds of a local agency, or to sell or exchange securities so purchased, may be delegated for a one-year period by the legislative body to the treasurer of the local agency, who shall thereafter assume full responsibility for those transactions until the delegation of authority is revoked or expires, and shall make a monthly report of those transactions to the legislative body. Subject to review, the legislative body may renew the delegation of authority pursuant to this section each year.

*(Amended by Stats. 1996, Ch. 749, Sec. 6. Effective January 1, 1997.)*

**53608.** The legislative body of a local agency may deposit for safekeeping with a federal or state association (as defined by Section 5102 of the Financial Code), a trust company or a state or national bank located within this state or with the Federal Reserve Bank of San Francisco or any branch thereof within this state, or with any Federal Reserve bank or with any state or national bank located in any city designated as a reserve city by the Board of Governors of the Federal Reserve System, the bonds, notes, bills, debentures, obligations, certificates of indebtedness, warrants, or other evidences of indebtedness in which the money of the local agency is invested pursuant to this article or pursuant to other legislative authority. The local agency shall take from such financial institution a receipt for securities so deposited. The authority of the legislative body to deposit for safekeeping may be delegated by the legislative body to the treasurer of the local agency; the treasurer shall not be responsible for securities delivered to and receipted for by a financial institution until they are withdrawn from the financial institution by the treasurer.

*(Amended by Stats. 1985, Ch. 983, Sec. 17. Effective September 26, 1985.)*

**53609.** Notwithstanding the provisions of this chapter or any other provisions of this code, funds held by a local agency pursuant to a written agreement between the agency and employees of the agency to defer a portion of the compensation otherwise receivable by the agency's employees and pursuant to a plan for such deferral as adopted by the governing body of the agency, may be invested in the types of investments set forth in Sections 53601 and

53602 of this code, and may additionally be invested in corporate stocks, bonds, and securities, mutual funds, savings and loan accounts, credit union accounts, life insurance policies, annuities, mortgages, deeds of trust, or other security interests in real or personal property. Nothing herein shall be construed to permit any type of investment prohibited by the Constitution.

Deferred compensation funds are public pension or retirement funds for the purposes of Section 17 of Article XVI of the Constitution.

*(Amended by Stats. 1979, Ch. 373.)*

**53610.** (a) For purposes of this section, "Proposition 1A receivable" means the right to payment of moneys due or to become due to a local agency, pursuant to clause (iii) of subparagraph (B) of paragraph (1) of subdivision (a) of Section 25.5 of Article XIII of the California Constitution and Section 100.06 of the Revenue and Taxation Code.

(b) Notwithstanding any other law, a local agency may purchase, with its revenue, Proposition 1A receivables sold pursuant to Section 53999.

(c) A purchaser of Proposition 1A receivables pursuant to this section shall not offer them for sale pursuant to Section 6588.

*(Added by Stats. 2009, Ch. 634, Sec. 5. (SB 67) Effective October 19, 2009.)*



## ADMINISTRATIVE COMMITTEE

### 5. CONSIDER ADOPTION OF TREASURER'S REPORT FOR MAY 2020

**Meeting Date:** July 14, 2020 **Budgeted:** N/A

**From:** David J. Stoldt,  
General Manager **Program/** N/A  
**Line Item No.:**

**Prepared By:** Suresh Prasad **Cost Estimate:** N/A

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee considered this item on July 14, 2020 and recommended \_\_\_\_\_.

**CEQA Compliance:** This action does not constitute a project as defined by the California Environmental Quality Act Guidelines Section 15378.

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**SUMMARY:** Exhibit 5-A comprises the Treasurer's Report for May 2020. Exhibit 5-B and Exhibit 5-C are listings of check disbursements for the period May 1-31, 2020. Check Nos. 37013 through 37278, the direct deposits of employee's paychecks, payroll tax deposits, and bank charges resulted in total disbursements for the period in the amount of \$996,873.31. This amount included \$54,724.00 for conservation rebates. Exhibit 5-D reflects the unaudited version of the financial statements for the month ending May 31, 2020.

**RECOMMENDATION:** District staff recommends adoption of the May 2020 Treasurer's Report and financial statements, and ratification of the disbursements made during the month.

### EXHIBITS

- 5-A** Treasurer's Report
- 5-B** Listing of Cash Disbursements-Regular
- 5-C** Listing of Cash Disbursements-Payroll
- 5-D** Financial Statements



**MONTEREY PENINSULA WATER MANAGEMENT DISTRICT  
TREASURER'S REPORT FOR MAY 2020**

<u>Description</u>	<u>Checking</u>	<u>MPWMD Money Market</u>	<u>L.A.I.F.</u>	<u>Wells Fargo Investments</u>	<u>Multi-Bank Securities</u>	<u>MPWMD Total</u>	<b>PB</b> <u>Reclamation Money Market</u>
<b>Beginning Balance</b>	<b>\$145,796.67</b>	<b>\$2,501,869.64</b>	<b>\$13,412,881.73</b>	<b>\$1,012,355.30</b>	<b>\$2,825,536.20</b>	<b>\$19,898,439.54</b>	<b>\$435,084.42</b>
Fee Deposits		533,735.37				533,735.37	450,036.11
MoCo Tax & WS Chg Installment Pymt						0.00	
Interest Received				641.04	7,222.69	7,863.73	
Transfer - Money Market/LAIF						0.00	
Transfer - Money Market/Checking	1,000,000.00	(1,000,000.00)				0.00	
Transfer - Money Market/Multi-Bank						0.00	
Transfer - Money Market/Wells Fargo						0.00	
Transfer to CAWD						0.00	(400,000.00)
Voided Checks						0.00	
Bank Corrections/Reversals/Errors						0.00	
Bank Charges/Other	(390.16)					(390.16)	
Credit Card Fees	(362.41)					(362.41)	
Returned Deposits	-					0.00	
Payroll Tax/Benefit Deposits	(100,770.05)					(100,770.05)	
Payroll Checks/Direct Deposits	(126,143.97)					(126,143.97)	
General Checks	(769,206.72)					(769,206.72)	
Bank Draft Payments	-					0.00	
<b>Ending Balance</b>	<b>\$148,923.36</b>	<b>\$2,035,605.01</b>	<b>\$13,412,881.73</b>	<b>\$1,012,996.34</b>	<b>\$2,832,758.89</b>	<b>\$19,443,165.33</b>	<b>\$485,120.53</b>





## Check Report

By Check Number

Date Range: 05/01/2020 - 05/31/2020



Monterey Peninsula Water Management Dist

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK	-Bank of America Checking					
Payment Type: Regular						
16237	California Water Efficiency Partnership	05/22/2020	Regular	0.00	-875.00	36902
00249	A.G. Davi, LTD	05/01/2020	Regular	0.00	395.00	37071
00230	Cisco Systems, Inc.	05/01/2020	Regular	0.00	713.60	37072
04041	Cynthia Schmidlin	05/01/2020	Regular	0.00	868.03	37073
10966	DocuWare Corporation	05/01/2020	Regular	0.00	9,000.00	37074
12655	Graphicsmiths	05/01/2020	Regular	0.00	88.80	37075
00235	Green Rubber- Kennedy AG	05/01/2020	Regular	0.00	52.17	37076
00993	Harris Court Business Park	05/01/2020	Regular	0.00	721.26	37077
04717	Inder Osahan	05/01/2020	Regular	0.00	1,255.54	37078
01012	Mark Dudley	05/01/2020	Regular	0.00	540.00	37079
00078	Michael Hutnak	05/01/2020	Regular	0.00	8,140.00	37080
00282	PG&E	05/01/2020	Regular	0.00	1,639.39	37081
00251	Rick Dickhaut	05/01/2020	Regular	0.00	543.40	37082
04359	The Carmel Pine Cone	05/01/2020	Regular	0.00	726.00	37083
18737	U.S. Bank Equipment Finance	05/01/2020	Regular	0.00	867.83	37084
00221	Verizon Wireless	05/01/2020	Regular	0.00	-1,171.39	37085
00221	Verizon Wireless	05/01/2020	Regular	0.00	1,171.39	37085
18163	Wex Bank	05/01/2020	Regular	0.00	70.11	37086
00767	AFLAC	05/08/2020	Regular	0.00	907.16	37087
01001	CDW Government	05/08/2020	Regular	0.00	10,738.18	37088
18734	DeVeera Inc.	05/08/2020	Regular	0.00	6,808.00	37089
00277	Home Depot Credit Services	05/08/2020	Regular	0.00	32.65	37090
00094	John Arriaga	05/08/2020	Regular	0.00	2,500.00	37091
05830	Larry Hampson	05/08/2020	Regular	0.00	1,094.00	37092
00259	Marina Coast Water District	05/08/2020	Regular	0.00	445.38	37093
00259	Marina Coast Water District	05/08/2020	Regular	0.00	232.63	37094
00118	Monterey Bay Carpet & Janitorial Svc	05/08/2020	Regular	0.00	1,260.00	37095
13396	Navia Benefit Solutions, Inc.	05/08/2020	Regular	0.00	808.32	37096
00154	Peninsula Messenger Service	05/08/2020	Regular	0.00	589.00	37097
00282	PG&E	05/08/2020	Regular	0.00	48.29	37098
00282	PG&E	05/08/2020	Regular	0.00	9.86	37099
00262	Pure H2O	05/08/2020	Regular	0.00	65.24	37100
04709	Sherron Forsgren	05/08/2020	Regular	0.00	869.02	37101
09989	Star Sanitation Services	05/08/2020	Regular	0.00	90.86	37102
04719	Telit Io T Platforms, LLC	05/08/2020	Regular	0.00	232.67	37103
09425	The Ferguson Group LLC	05/08/2020	Regular	0.00	8,000.00	37104
17965	The Maynard Group	05/08/2020	Regular	0.00	1,515.15	37105
00203	ThyssenKrup Elevator	05/08/2020	Regular	0.00	643.71	37106
00269	U.S. Bank	05/08/2020	Regular	0.00	3,701.20	37107
00271	UPEC, Local 792	05/08/2020	Regular	0.00	997.50	37108
00221	Verizon Wireless	05/08/2020	Regular	0.00	1,209.40	37109
18163	Wex Bank	05/08/2020	Regular	0.00	303.03	37110
01188	Alhambra	05/15/2020	Regular	0.00	23.98	37114
12601	Carmel Valley Ace Hardware	05/15/2020	Regular	0.00	39.86	37115
00024	Central Coast Exterminator	05/15/2020	Regular	0.00	104.00	37116
06268	Comcast	05/15/2020	Regular	0.00	195.09	37117
00046	De Lay & Laredo	05/15/2020	Regular	0.00	12,481.50	37118
00986	Henrietta Stern	05/15/2020	Regular	0.00	1,255.54	37119
03857	Joe Oliver	05/15/2020	Regular	0.00	1,255.54	37120
00036	Parham Living Trust	05/15/2020	Regular	0.00	850.00	37121
00755	Peninsula Welding Supply, Inc.	05/15/2020	Regular	0.00	195.25	37122
00282	PG&E	05/15/2020	Regular	0.00	14.24	37123
00282	PG&E	05/15/2020	Regular	0.00	25.46	37124

**EXHIBIT 5-B**

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**Check Report****Date Range: 05/01/2020 - 05/31/2020**

<b>Vendor Number</b>	<b>Vendor Name</b>	<b>Payment Date</b>	<b>Payment Type</b>	<b>Discount Amount</b>	<b>Payment Amount</b>	<b>Number</b>
00159	Pueblo Water Resources, Inc.	05/15/2020	Regular	0.00	977.06	37125
17968	Rutan & Tucker, LLP	05/15/2020	Regular	0.00	34,087.50	37126
07769	University Corporation at Ryan Ranch	05/15/2020	Regular	0.00	5,263.90	37127
00760	Andy Bell	05/22/2020	Regular	0.00	711.00	37227
16237	California Water Efficiency Partnership	05/22/2020	Regular	0.00	875.00	37228
00281	CoreLogic Information Solutions, Inc.	05/22/2020	Regular	0.00	890.96	37229
19448	David Frank Stone	05/22/2020	Regular	0.00	30.40	37230
00046	De Lay & Laredo	05/22/2020	Regular	0.00	57,224.85	37231
00192	Extra Space Storage	05/22/2020	Regular	0.00	885.00	37232
00277	Home Depot Credit Services	05/22/2020	Regular	0.00	247.25	37233
03969	Jonathan Lear	05/22/2020	Regular	0.00	371.25	37234
05371	June Silva	05/22/2020	Regular	0.00	554.50	37235
13431	Lynx Technologies, Inc	05/22/2020	Regular	0.00	75.00	37236
00222	M.J. Murphy	05/22/2020	Regular	0.00	27.48	37237
05829	Mark Bekker	05/22/2020	Regular	0.00	915.00	37238
00242	MBAS	05/22/2020	Regular	0.00	10,360.00	37239
16182	Monterey County Weekly	05/22/2020	Regular	0.00	2,187.50	37240
13396	Navia Benefit Solutions, Inc.	05/22/2020	Regular	0.00	808.32	37241
00282	PG&E	05/22/2020	Regular	0.00	194.20	37242
00282	PG&E	05/22/2020	Regular	0.00	6,890.53	37243
13430	Premiere Global Services	05/22/2020	Regular	0.00	1,025.69	37244
18544	Psomas	05/22/2020	Regular	0.00	8,694.94	37245
00159	Pueblo Water Resources, Inc.	05/22/2020	Regular	0.00	11,643.79	37246
07627	Purchase Power	05/22/2020	Regular	0.00	500.00	37247
13394	Regional Government Services	05/22/2020	Regular	0.00	1,849.00	37248
00251	Rick Dickhaut	05/22/2020	Regular	0.00	543.40	37249
00176	Sentry Alarm Systems	05/22/2020	Regular	0.00	215.50	37250
09989	Star Sanitation Services	05/22/2020	Regular	0.00	90.71	37251
09425	The Ferguson Group LLC	05/22/2020	Regular	0.00	149.13	37252
00225	Trowbridge Enterprises Inc.	05/22/2020	Regular	0.00	469.60	37253
11622	United States Geologic Survey	05/22/2020	Regular	0.00	19,772.50	37254
08105	Yolanda Munoz	05/22/2020	Regular	0.00	540.00	37255
00010	Access Monterey Peninsula	05/29/2020	Regular	0.00	2,625.00	37256
00763	ACWA-JPIA	05/29/2020	Regular	0.00	717.08	37257
00230	Cisco Systems, Inc.	05/29/2020	Regular	0.00	290.00	37258
04041	Cynthia Schmidlin	05/29/2020	Regular	0.00	868.03	37259
00993	Harris Court Business Park	05/29/2020	Regular	0.00	721.26	37260
18723	Hopkins Technical Products, Inc.	05/29/2020	Regular	0.00	81,716.16	37261
04717	Inder Osahan	05/29/2020	Regular	0.00	1,255.54	37262
00100	J M Electric	05/29/2020	Regular	0.00	3,502.24	37263
06999	KBA Docusys	05/29/2020	Regular	0.00	1,415.71	37264
00222	M.J. Murphy	05/29/2020	Regular	0.00	156.95	37265
01012	Mark Dudley	05/29/2020	Regular	0.00	540.00	37266
12597	Maureen Hamilton	05/29/2020	Regular	0.00	241.00	37267
00274	Monterey One Water	05/29/2020	Regular	0.00	96,687.20	37268
00282	PG&E	05/29/2020	Regular	0.00	1,468.61	37269
08925	Quinn Company	05/29/2020	Regular	0.00	899.06	37270
16734	Rural Community Assistance Corporation	05/29/2020	Regular	0.00	7,390.35	37271
17968	Rutan & Tucker, LLP	05/29/2020	Regular	0.00	11,362.50	37272
02838	Solinst Canada Ltd	05/29/2020	Regular	0.00	376.76	37273
19098	Specialty Construction, Inc.	05/29/2020	Regular	0.00	244,684.91	37274
00766	Standard Insurance Company	05/29/2020	Regular	0.00	1,823.13	37275
18737	U.S. Bank Equipment Finance	05/29/2020	Regular	0.00	867.83	37276
00221	Verizon Wireless	05/29/2020	Regular	0.00	1,449.14	37277
18163	Wex Bank	05/29/2020	Regular	0.00	65.46	37278
<b>Total Regular:</b>				<b>0.00</b>	<b>714,482.72</b>	

**EXHIBIT 5-B**

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**Check Report****Date Range: 05/01/2020 - 05/31/2020**

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Payment Type: Bank Draft</b>						
00266	I.R.S.	05/08/2020	Bank Draft	0.00	11,632.92	DFT0001624
00266	I.R.S.	05/08/2020	Bank Draft	0.00	2,451.96	DFT0001625
00267	Employment Development Dept.	05/08/2020	Bank Draft	0.00	4,362.49	DFT0001626
00266	I.R.S.	05/08/2020	Bank Draft	0.00	198.36	DFT0001627
00266	I.R.S.	05/08/2020	Bank Draft	0.00	68.82	DFT0001629
00266	I.R.S.	05/08/2020	Bank Draft	0.00	90.08	DFT0001630
00266	I.R.S.	05/08/2020	Bank Draft	0.00	385.02	DFT0001631
00266	I.R.S.	05/22/2020	Bank Draft	0.00	11,763.81	DFT0001634
00266	I.R.S.	05/22/2020	Bank Draft	0.00	2,479.12	DFT0001635
00267	Employment Development Dept.	05/22/2020	Bank Draft	0.00	4,439.50	DFT0001636
00266	I.R.S.	05/22/2020	Bank Draft	0.00	314.46	DFT0001637
00769	Laborers Trust Fund of Northern CA	05/12/2020	Bank Draft	0.00	28,094.00	DFT0001638
00768	ICMA	05/08/2020	Bank Draft	0.00	2,520.09	DFT0001639
00256	PERS Retirement	05/08/2020	Bank Draft	0.00	14,724.66	DFT0001640
00768	ICMA	05/22/2020	Bank Draft	0.00	2,520.09	DFT0001641
00256	PERS Retirement	05/22/2020	Bank Draft	0.00	14,724.67	DFT0001651
<b>Total Bank Draft:</b>				<b>0.00</b>	<b>100,770.05</b>	

	Bank Code APBNK	Summary		
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	139	106	0.00	716,529.11
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-2,046.39
Bank Drafts	24	16	0.00	100,770.05
EFT's	0	0	0.00	0.00
	163	124	0.00	815,252.77

**EXHIBIT 5-B**

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**Check Report****Date Range: 05/01/2020 - 05/31/2020**

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: REBATES-02-Rebates: Use Only For Rebates</b>						
<b>Payment Type: Regular</b>						
19493	Anita Jones	05/01/2020	Regular	0.00	200.00	37013
19459	Anna Sardina	05/01/2020	Regular	0.00	125.00	37014
19489	Anne Banta	05/01/2020	Regular	0.00	500.00	37015
19495	Anuradha Tummala	05/01/2020	Regular	0.00	1,725.00	37016
19471	Ashlee Gustafson & Chris Locke	05/01/2020	Regular	0.00	500.00	37017
19491	Brad Alexander	05/01/2020	Regular	0.00	140.00	37018
19496	Buena Vista Land Company	05/01/2020	Regular	0.00	75.00	37019
19500	Caroline MacDonald	05/01/2020	Regular	0.00	500.00	37020
19483	Craig Hirt	05/01/2020	Regular	0.00	500.00	37021
19467	Daniel Clauss	05/01/2020	Regular	0.00	125.00	37022
19481	Debbie Anastasia	05/01/2020	Regular	0.00	500.00	37023
19472	Dennis Eichner	05/01/2020	Regular	0.00	500.00	37024
19466	Diane Bogart	05/01/2020	Regular	0.00	125.00	37025
19464	Eddie Wright	05/01/2020	Regular	0.00	125.00	37026
19461	Edward & Irena Wodecki	05/01/2020	Regular	0.00	125.00	37027
19488	Frances Gaver	05/01/2020	Regular	0.00	500.00	37028
19501	Gary Baley	05/01/2020	Regular	0.00	500.00	37029
19458	Glenn Tozier	05/01/2020	Regular	0.00	125.00	37030
19470	Hilary Heieck	05/01/2020	Regular	0.00	500.00	37031
19497	Hiroaki Hayashi	05/01/2020	Regular	0.00	75.00	37032
19490	James A. Russo, Jr.	05/01/2020	Regular	0.00	109.00	37033
19451	James Fremgen	05/01/2020	Regular	0.00	75.00	37034
19487	James Holt	05/01/2020	Regular	0.00	500.00	37035
19463	James Ortiz	05/01/2020	Regular	0.00	125.00	37036
19452	James R. Krehbiel	05/01/2020	Regular	0.00	75.00	37037
19468	Jan Clayton Buhl	05/01/2020	Regular	0.00	500.00	37038
18140	JEAN DI MANTO	05/01/2020	Regular	0.00	500.00	37039
19456	Jeanette Rogge	05/01/2020	Regular	0.00	75.00	37040
19462	John Shella	05/01/2020	Regular	0.00	625.00	37041
09921	JOHN SMITH	05/01/2020	Regular	0.00	125.00	37042
19441	Kari Brown	05/01/2020	Regular	0.00	150.00	37043
19498	Kevin E. Lee	05/01/2020	Regular	0.00	500.00	37044
19478	Kimberly Moscato	05/01/2020	Regular	0.00	500.00	37045
19484	Laura Stanco	05/01/2020	Regular	0.00	500.00	37046
19457	Linda Christensen	05/01/2020	Regular	0.00	125.00	37047
19449	Loren Steck	05/01/2020	Regular	0.00	75.00	37048
19479	Marilyn J. Schultz	05/01/2020	Regular	0.00	500.00	37049
19480	Matthew Binder	05/01/2020	Regular	0.00	500.00	37050
19453	Michael Gomez	05/01/2020	Regular	0.00	125.00	37051
19492	Michael Kennedy	05/01/2020	Regular	0.00	200.00	37052
19485	Miles Lundquist	05/01/2020	Regular	0.00	500.00	37053
19469	Nancy Bowen	05/01/2020	Regular	0.00	500.00	37054
19494	Nancy Zimmerman	05/01/2020	Regular	0.00	100.00	37055
19460	Patricia Adura-Miranda	05/01/2020	Regular	0.00	125.00	37056
19477	Peter L. Andersen	05/01/2020	Regular	0.00	500.00	37057
19499	Peter Misyak	05/01/2020	Regular	0.00	500.00	37058
19474	Peter O'Harrow	05/01/2020	Regular	0.00	500.00	37059
19475	Rachel Kehoe	05/01/2020	Regular	0.00	500.00	37060
19450	Rafael Mejia	05/01/2020	Regular	0.00	75.00	37061
19455	Raymond Chudy	05/01/2020	Regular	0.00	75.00	37062
19482	Richard Siquig	05/01/2020	Regular	0.00	500.00	37063
19476	Royah Rogomentick	05/01/2020	Regular	0.00	500.00	37064
19473	Sara Ruffner	05/01/2020	Regular	0.00	500.00	37065
18998	Stephanie Pastor	05/01/2020	Regular	0.00	125.00	37066
19454	Todd Porteous	05/01/2020	Regular	0.00	225.00	37067
19486	Valerie Loeb	05/01/2020	Regular	0.00	500.00	37068
16641	Vincent Torrente	05/01/2020	Regular	0.00	2,025.00	37069
19465	William Hopkins	05/01/2020	Regular	0.00	125.00	37070
19516	Alexandra Collard	05/15/2020	Regular	0.00	75.00	37128

**EXHIBIT 5-B**

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**Check Report****Date Range: 05/01/2020 - 05/31/2020**

<b>Vendor Number</b>	<b>Vendor Name</b>	<b>Payment Date</b>	<b>Payment Type</b>	<b>Discount Amount</b>	<b>Payment Amount</b>	<b>Number</b>
19568	Alison Patton	05/15/2020	Regular	0.00	500.00	37129
19545	Andrea Kay Clum	05/15/2020	Regular	0.00	500.00	37130
19566	Andrew Walker	05/15/2020	Regular	0.00	500.00	37131
19539	Angelica Arroyo	05/15/2020	Regular	0.00	500.00	37132
19559	Anne Miller	05/15/2020	Regular	0.00	500.00	37133
19564	Anne Ross	05/15/2020	Regular	0.00	125.00	37134
19593	Annette Thomas	05/15/2020	Regular	0.00	500.00	37135
19602	Becky Craft	05/15/2020	Regular	0.00	500.00	37136
19528	Becky Payton	05/15/2020	Regular	0.00	125.00	37137
19514	Betka Guilford	05/15/2020	Regular	0.00	75.00	37138
19588	Bobbie Russo	05/15/2020	Regular	0.00	125.00	37139
19540	Bravlio Lopez	05/15/2020	Regular	0.00	500.00	37140
19519	Carolyn Koenig	05/15/2020	Regular	0.00	150.00	37141
19589	Carolynn Schaut	05/15/2020	Regular	0.00	125.00	37142
19521	Cathleen Rosen	05/15/2020	Regular	0.00	75.00	37143
19596	Clayton C. Larson	05/15/2020	Regular	0.00	500.00	37144
19532	Danielle Shillcock	05/15/2020	Regular	0.00	500.00	37145
19571	Diego Rangel	05/15/2020	Regular	0.00	500.00	37146
19517	Don Quigley	05/15/2020	Regular	0.00	75.00	37147
19580	Donald Wallich	05/15/2020	Regular	0.00	150.00	37148
19518	Edmond Intrator	05/15/2020	Regular	0.00	150.00	37149
19577	Edward Chiorazzi	05/15/2020	Regular	0.00	150.00	37150
19567	Edward J. Chiorazzi	05/15/2020	Regular	0.00	500.00	37151
19608	Elias Nadaf	05/15/2020	Regular	0.00	500.00	37152
19543	Farrell Jackson	05/15/2020	Regular	0.00	500.00	37153
19584	Francesca Randazzo	05/15/2020	Regular	0.00	125.00	37154
19594	Gayle Smith	05/15/2020	Regular	0.00	500.00	37155
19551	George Hodgins	05/15/2020	Regular	0.00	500.00	37156
19604	Hortensia Gresham	05/15/2020	Regular	0.00	500.00	37157
19548	Jack Chestnut	05/15/2020	Regular	0.00	500.00	37158
19550	Jacolene M. Burns	05/15/2020	Regular	0.00	500.00	37159
19592	James Boutcher	05/15/2020	Regular	0.00	500.00	37160
19530	James David Myers	05/15/2020	Regular	0.00	125.00	37161
19511	James E. Frayer	05/15/2020	Regular	0.00	75.00	37162
19529	Janet Berry	05/15/2020	Regular	0.00	625.00	37163
19569	Janet Heym	05/15/2020	Regular	0.00	500.00	37164
16744	Jennifer Watson	05/15/2020	Regular	0.00	125.00	37165
19591	Jerald Heisel	05/15/2020	Regular	0.00	500.00	37166
19507	John Blatnik	05/15/2020	Regular	0.00	75.00	37167
19600	John Mann	05/15/2020	Regular	0.00	500.00	37168
19506	John Moore	05/15/2020	Regular	0.00	75.00	37169
19607	Jonathan Wood	05/15/2020	Regular	0.00	500.00	37170
19595	Joseph David Novak	05/15/2020	Regular	0.00	500.00	37171
19525	Joy Smith	05/15/2020	Regular	0.00	125.00	37172
19533	Judy Anderson	05/15/2020	Regular	0.00	500.00	37173
19515	Judy White	05/15/2020	Regular	0.00	150.00	37174
19598	Juli Alexander	05/15/2020	Regular	0.00	500.00	37175
19546	Julie Hansen	05/15/2020	Regular	0.00	500.00	37176
19570	K. Lynn Debbink-Potter	05/15/2020	Regular	0.00	500.00	37177
19585	Karin Sandberg	05/15/2020	Regular	0.00	125.00	37178
19552	Kathryn Hodges	05/15/2020	Regular	0.00	500.00	37179
19542	Kenneth Brown	05/15/2020	Regular	0.00	500.00	37180
19541	Kristin Minnich	05/15/2020	Regular	0.00	500.00	37181
19535	Kristine Johnson	05/15/2020	Regular	0.00	500.00	37182
19549	Laurence Berbessou	05/15/2020	Regular	0.00	500.00	37183
19520	Laurence Cram	05/15/2020	Regular	0.00	225.00	37184
19527	Lindsay Lynch	05/15/2020	Regular	0.00	125.00	37185
19513	Louise Ventresca	05/15/2020	Regular	0.00	150.00	37186
19558	Maria Dawson	05/15/2020	Regular	0.00	500.00	37187
19547	Marie Gilmore	05/15/2020	Regular	0.00	500.00	37188
19556	Mark & Kristi Hedberg	05/15/2020	Regular	0.00	500.00	37189

**EXHIBIT 5-B**

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**Check Report****Date Range: 05/01/2020 - 05/31/2020**

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
19601	Mark Capito	05/15/2020	Regular	0.00	500.00	37190
19578	Martine Scott	05/15/2020	Regular	0.00	225.00	37191
19553	Matthew Cosgrove	05/15/2020	Regular	0.00	500.00	37192
19561	Meredith Contreras	05/15/2020	Regular	0.00	275.00	37193
19557	Michael Orfini	05/15/2020	Regular	0.00	500.00	37194
19555	Michael Pekin	05/15/2020	Regular	0.00	500.00	37195
19554	Michele A. Condit	05/15/2020	Regular	0.00	500.00	37196
19536	Miroslava Gojnic-Todorov	05/15/2020	Regular	0.00	500.00	37197
19582	Mona Ramnathkar	05/15/2020	Regular	0.00	75.00	37198
19560	Monterey Bay Boatworks Co.	05/15/2020	Regular	0.00	75.00	37199
19583	Nancy Padgett	05/15/2020	Regular	0.00	75.00	37200
19597	Navid Ghazi	05/15/2020	Regular	0.00	500.00	37201
19605	Nicholas Machado	05/15/2020	Regular	0.00	500.00	37202
19524	Patricia Dealey	05/15/2020	Regular	0.00	125.00	37203
19534	Perilyn Gertz	05/15/2020	Regular	0.00	500.00	37204
19537	Raymond Jones	05/15/2020	Regular	0.00	500.00	37205
19587	Robert E. Sherlock	05/15/2020	Regular	0.00	375.00	37206
19523	Ronald McCormack	05/15/2020	Regular	0.00	125.00	37207
19544	Ruth T Merilos Johnson	05/15/2020	Regular	0.00	500.00	37208
19599	Sarah Wurtz-Huseby	05/15/2020	Regular	0.00	500.00	37209
19590	Sean Gayman	05/15/2020	Regular	0.00	500.00	37210
19606	Sizhe Sun	05/15/2020	Regular	0.00	500.00	37211
19581	Stanley Rogalsky	05/15/2020	Regular	0.00	75.00	37212
19586	Stephen Medina	05/15/2020	Regular	0.00	125.00	37213
19579	Steve Burton	05/15/2020	Regular	0.00	75.00	37214
19510	Steven Rubin	05/15/2020	Regular	0.00	150.00	37215
19531	Susan Abrahams	05/15/2020	Regular	0.00	500.00	37216
19562	Susan Dutton	05/15/2020	Regular	0.00	75.00	37217
19508	Susan S. Rosen	05/15/2020	Regular	0.00	75.00	37218
19565	Theodore Moon	05/15/2020	Regular	0.00	500.00	37219
19603	Tricia Jakic	05/15/2020	Regular	0.00	500.00	37220
19538	Vincent Torrente	05/15/2020	Regular	0.00	500.00	37221
19563	Virginia Lucido	05/15/2020	Regular	0.00	75.00	37222
19526	Wendy Banks	05/15/2020	Regular	0.00	125.00	37223
19522	Wenqian Guo	05/15/2020	Regular	0.00	125.00	37224
19512	William Range	05/15/2020	Regular	0.00	150.00	37225
19509	William Russo	05/15/2020	Regular	0.00	75.00	37226
<b>Total Regular:</b>				<b>0.00</b>	<b>54,724.00</b>	

**Bank Code REBATES-02 Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	161	157	0.00	54,724.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>161</b>	<b>157</b>	<b>0.00</b>	<b>54,724.00</b>

**All Bank Codes Check Summary**

<b>Payment Type</b>	<b>Payable Count</b>	<b>Payment Count</b>	<b>Discount</b>	<b>Payment</b>
Regular Checks	300	263	0.00	771,253.11
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	-2,046.39
Bank Drafts	24	16	0.00	100,770.05
EFT's	0	0	0.00	0.00
	<b>324</b>	<b>281</b>	<b>0.00</b>	<b>869,976.77</b>

**Fund Summary**

<b>Fund</b>	<b>Name</b>	<b>Period</b>	<b>Amount</b>
99	POOL CASH FUND	5/2020	869,976.77
			<b>869,976.77</b>





**EXHIBIT 5-C**

Monterey Peninsula Water Management Dist

**Payroll Bank Transaction Report**

By Payment Number

Date: 5/1/2020 - 5/31/2020

Payroll Set: 01 - Monterey Peninsula Water Management District

Payment Number	Payment Date	Payment Type	Employee Number	Employee Name	Check Amount	Direct Deposit Amount	Total Payment
5076	05/08/2020	Regular	1024	Stoldt, David J	0.00	5,742.47	5,742.47
5077	05/08/2020	Regular	1025	Tavani, Arlene M	0.00	2,170.62	2,170.62
5078	05/08/2020	Regular	1044	Bennett, Corryn D	0.00	2,035.35	2,035.35
5079	05/08/2020	Regular	1018	Prasad, Suresh	0.00	4,019.48	4,019.48
5080	05/08/2020	Regular	1019	Reyes, Sara C	0.00	1,832.09	1,832.09
5081	05/08/2020	Regular	1075	Valencia, Mariel C	0.00	1,540.71	1,540.71
5082	05/08/2020	Regular	1042	Hamilton, Maureen C.	0.00	3,375.03	3,375.03
5083	05/08/2020	Regular	6063	Hampson, Larry M	0.00	1,346.13	1,346.13
5084	05/08/2020	Regular	1009	James, Gregory W	0.00	3,189.33	3,189.33
5085	05/08/2020	Regular	1011	Lear, Jonathan P	0.00	4,121.61	4,121.61
5086	05/08/2020	Regular	1012	Lindberg, Thomas L	0.00	2,605.04	2,605.04
5087	05/08/2020	Regular	1043	Suwada, Joseph	0.00	1,961.37	1,961.37
5088	05/08/2020	Regular	1045	Atkins, Daniel N	0.00	1,917.30	1,917.30
5089	05/08/2020	Regular	1004	Chaney, Beverly M	0.00	2,621.32	2,621.32
5090	05/08/2020	Regular	1005	Christensen, Thomas T	0.00	3,591.08	3,591.08
5091	05/08/2020	Regular	1007	Hamilton, Cory R	0.00	2,306.54	2,306.54
5092	05/08/2020	Regular	1048	Lumas, Eric M	0.00	1,765.97	1,765.97
5093	05/08/2020	Regular	1001	Bravo, Gabriela D	0.00	2,528.83	2,528.83
5094	05/08/2020	Regular	1076	Jakic, Tricia	0.00	2,288.30	2,288.30
5095	05/08/2020	Regular	1010	Kister, Stephanie L	0.00	2,621.28	2,621.28
5096	05/08/2020	Regular	1017	Locke, Stephanie L	0.00	3,397.95	3,397.95
5097	05/08/2020	Regular	1040	Smith, Kyle	0.00	2,231.12	2,231.12
5098	05/08/2020	Regular	1047	Timmer, Christopher	0.00	2,135.21	2,135.21
5099	05/08/2020	Regular	7015	Adams, Mary L	0.00	236.96	236.96
5100	05/08/2020	Regular	7014	Evans, Molly F	0.00	490.46	490.46
5101	05/08/2020	Regular	7017	Hoffmann, Gary D	0.00	249.34	249.34
5102	05/08/2020	Regular	7018	Riley, George T	0.00	498.69	498.69
5103	05/22/2020	Regular	1024	Stoldt, David J	0.00	5,742.48	5,742.48
5104	05/22/2020	Regular	1025	Tavani, Arlene M	0.00	2,170.64	2,170.64
5105	05/22/2020	Regular	1044	Bennett, Corryn D	0.00	2,035.36	2,035.36
5106	05/22/2020	Regular	1018	Prasad, Suresh	0.00	4,019.49	4,019.49
5107	05/22/2020	Regular	1019	Reyes, Sara C	0.00	1,832.11	1,832.11
5108	05/22/2020	Regular	1075	Valencia, Mariel C	0.00	1,540.71	1,540.71
5109	05/22/2020	Regular	1042	Hamilton, Maureen C.	0.00	3,375.04	3,375.04
5110	05/22/2020	Regular	6063	Hampson, Larry M	0.00	2,003.00	2,003.00
5111	05/22/2020	Regular	1009	James, Gregory W	0.00	3,189.33	3,189.33
5112	05/22/2020	Regular	1011	Lear, Jonathan P	0.00	4,121.62	4,121.62
5113	05/22/2020	Regular	1012	Lindberg, Thomas L	0.00	2,605.04	2,605.04
5114	05/22/2020	Regular	1043	Suwada, Joseph	0.00	1,961.38	1,961.38
5115	05/22/2020	Regular	1045	Atkins, Daniel N	0.00	1,917.30	1,917.30
5116	05/22/2020	Regular	1004	Chaney, Beverly M	0.00	2,621.33	2,621.33
5117	05/22/2020	Regular	1005	Christensen, Thomas T	0.00	3,591.09	3,591.09
5118	05/22/2020	Regular	1007	Hamilton, Cory R	0.00	2,306.55	2,306.55
5119	05/22/2020	Regular	1048	Lumas, Eric M	0.00	1,765.98	1,765.98
5120	05/22/2020	Regular	1001	Bravo, Gabriela D	0.00	2,528.84	2,528.84
5121	05/22/2020	Regular	1076	Jakic, Tricia	0.00	2,288.31	2,288.31
5122	05/22/2020	Regular	1010	Kister, Stephanie L	0.00	2,621.30	2,621.30
5123	05/22/2020	Regular	1017	Locke, Stephanie L	0.00	3,397.96	3,397.96
5124	05/22/2020	Regular	1040	Smith, Kyle	0.00	2,231.13	2,231.13
5125	05/22/2020	Regular	1047	Timmer, Christopher	0.00	2,135.22	2,135.22
37111	05/08/2020	Regular	7007	Byrne, Jeanne	498.69	0.00	498.69
37112	05/08/2020	Regular	7009	Edwards, Alvin	587.53	0.00	587.53
37113	05/08/2020	Regular	7004	Potter, David L	236.96	0.00	236.96
<b>Total:</b>					<b>1,323.18</b>	<b>124,820.79</b>	<b>126,143.97</b>





**MONTEREY PENINSULA WATER MANAGEMENT DISTRICT**  
**STATEMENT OF REVENUES AND EXPENDITURES**  
**FOR THE MONTH DECEMBER 31, 2019**

	Mitigation	Conservation	Water Supply	Current Period Activity	FY 2019/2020 Year-to-Date Actual	FY 2019/2020 Annual Budget	Prior FY Year-to-Date Actual
<b>REVENUES</b>							
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ 2,114,512	\$ 2,050,000	\$ 1,969,406
Water supply charge	-	-	-	-	3,305,647	3,400,000	3,337,566
User fees	258,010	99,602	59,310	416,921	4,181,656	5,000,000	3,734,833
Mitigation revenue	-	-	-	-	-	-	-
Capacity fees	-	-	50,072	50,072	527,250	400,000	535,228
Permit fees	-	15,195	-	15,195	180,415	231,000	229,080
Investment income	5,450	637	1,777	7,864	248,752	180,000	212,811
Miscellaneous	20	12	16	48	6,269	15,000	1,665
<b>Sub-total district revenues</b>	<b>263,479</b>	<b>115,446</b>	<b>111,174</b>	<b>490,099</b>	<b>10,564,500</b>	<b>11,276,000</b>	<b>10,020,589</b>
Project reimbursements	-	8,562	-	8,562	1,598,600	1,411,000	326,034
Legal fee reimbursements	-	-	-	-	1,650	16,000	3,600
Grants	-	-	-	-	263,701	468,000	1,370,008
Recording fees	-	2,750	-	2,750	32,730	6,000	4,123
<b>Sub-total reimbursements</b>	<b>-</b>	<b>11,312</b>	<b>-</b>	<b>11,312</b>	<b>1,896,682</b>	<b>1,901,000</b>	<b>1,703,764</b>
Reserves	-	-	-	-	-	4,862,350	-
<b>Total revenues</b>	<b>263,479</b>	<b>126,758</b>	<b>111,174</b>	<b>501,411</b>	<b>12,461,182</b>	<b>18,039,350</b>	<b>11,724,353</b>
<b>EXPENDITURES</b>							
<b>Personnel:</b>							
Salaries	64,139	40,311	76,153	180,603	2,258,959	2,754,600	2,281,522
Retirement	5,647	3,528	6,814	15,990	541,131	593,500	486,990
Unemployment Compensation	-	-	-	-	3,417	3,000	2,649
Auto Allowance	92	92	277	462	5,308	6,000	5,308
Deferred Compensation	143	143	429	714	8,214	9,400	8,153
Temporary Personnel	-	-	-	-	58,961	55,100	67,425
Workers Comp. Ins.	1,778	153	1,320	3,250	43,036	71,300	46,568
Employee Insurance	14,946	9,549	14,281	38,776	411,400	479,100	394,000
Medicare & FICA Taxes	1,040	572	1,111	2,722	41,879	49,100	38,619
Personnel Recruitment	-	-	-	-	649	3,000	912
Other benefits	123	78	99	300	1,577	1,500	1,046
Staff Development	-	-	669	669	9,695	28,500	14,485
<b>Sub-total personnel costs</b>	<b>87,907</b>	<b>54,426</b>	<b>101,153</b>	<b>243,486</b>	<b>3,384,227</b>	<b>4,054,100</b>	<b>3,347,678</b>
<b>Services &amp; Supplies:</b>							
Board Member Comp	-	-	-	-	29,025	33,900	26,595
Board Expenses	1,780	1,129	1,433	4,342	13,492	5,100	6,682
Rent	985	230	915	2,130	23,680	23,200	20,087
Utilities	876	538	711	2,124	27,404	33,200	27,517
Telephone	978	612	881	2,470	38,146	50,700	62,343
Facility Maintenance	2,339	1,483	1,883	5,705	65,998	41,200	34,281
Bank Charges	309	196	248	753	15,400	3,900	5,279
Office Supplies	460	292	370	1,122	14,830	17,400	12,640
Courier Expense	146	93	117	356	5,656	6,100	3,715
Postage & Shipping	205	130	165	500	3,728	6,800	3,731
Equipment Lease	356	226	286	868	11,300	13,900	11,959
Equip. Repairs & Maintenance	580	368	467	1,416	7,239	7,000	4,849
Photocopy Expense	-	-	-	-	-	-	-
Printing/Duplicating/Binding	-	-	-	-	-	500	472
IT Supplies/Services	6,449	4,089	5,190	15,728	205,055	150,000	125,931
Operating Supplies	123	963	-	1,087	14,119	16,900	12,831
Legal Services	-	-	-	-	178,246	400,000	282,478
Professional Fees	6,209	3,938	4,998	15,145	265,570	360,600	285,066



MONTEREY PENINSULA WATER MANAGEMENT DISTRICT  
STATEMENT OF REVENUES AND EXPENDITURES  
FOR THE MONTH DECEMBER 31, 2019

	Mitigation	Conservation	Water Supply	Current Period Activity	FY 2019/2020 Year-to-Date Actual	FY 2019/2020 Annual Budget	Prior FY Year-to-Date Actual
Transportation	304	-	64	368	25,284	35,000	23,365
Travel	-	-	-	-	12,907	31,100	23,323
Meeting Expenses	1,076	683	866	2,625	11,321	6,100	3,148
Insurance	2,397	1,520	1,930	5,847	64,418	65,100	55,004
Legal Notices	-	-	-	-	158	3,100	163
Membership Dues	1,260	799	1,014	3,074	35,868	33,400	31,821
Public Outreach	-	-	-	-	3,040	2,500	2,024
Assessors Administration Fee	-	-	-	-	28,562	20,000	19,947
Miscellaneous	-	-	-	-	379	3,000	17,071
<b>Sub-total services &amp; supplies costs</b>	<b>26,834</b>	<b>17,289</b>	<b>21,538</b>	<b>65,661</b>	<b>1,100,824</b>	<b>1,369,700</b>	<b>1,102,322</b>
Project expenditures	53,517	47,250	632,777	733,544	5,206,061	11,550,000	4,497,057
Fixed assets	625	397	503	1,525	42,916	213,900	346,267
Contingencies	-	-	-	-	-	70,000	-
Election costs	-	-	-	-	-	-	221,004
Debt service: Principal	-	-	-	-	-	-	-
Debt service: Interest	-	-	62,231	62,231	125,979	230,000	128,961
Flood drought reserve	-	-	-	-	-	-	-
Capital equipment reserve	-	-	-	-	-	49,500	-
General fund balance	-	-	-	-	-	302,150	-
Pension reserve	-	-	-	-	-	100,000	-
OPEB reserve	-	-	-	-	-	100,000	-
Other	-	-	-	-	-	-	-
<b>Total expenditures</b>	<b>168,884</b>	<b>119,361</b>	<b>818,202</b>	<b>1,106,446</b>	<b>9,860,007</b>	<b>18,039,350</b>	<b>9,643,289</b>
<b>Excess (Deficiency) of revenues over expenditures</b>	<b>\$ 94,595</b>	<b>\$ 7,397</b>	<b>\$ (707,028)</b>	<b>\$ (605,035)</b>	<b>\$ 2,601,175</b>	<b>\$ -</b>	<b>\$ 2,081,065</b>

## ADMINISTRATIVE COMMITTEE

### 6. REPORT ON ACTIVITY/PROGRESS ON CONTRACTS OVER \$25,000

**Meeting Date:** July 14, 2020 **Budgeted:** N/A

**From:** David J. Stoldt,  
General Manager **Program/** N/A  
**Line Item No.:**

**Prepared By:** Suresh Prasad **Cost Estimate:** N/A

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on July 14, 2020.

**CEQA Compliance:** This action does not constitute a project as defined by the California Environmental Quality Act Guidelines Section 15378.

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**SUMMARY:** Attached for review is **Exhibit 6-A**, monthly status report on contracts over \$25,000 for the period May 2020. This status report is provided for information only, no action is required.

## EXHIBIT

**6-A** Status on District Open Contracts (over \$25k)



**EXHIBIT 6-A**

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**Monterey Peninsula Water Management District  
Status on District Open Contracts (over \$25K)  
For The Period May 2020**

Contract	Description	Date Authorized	Contract Amount	Prior Period Expended To Date	Current Period Spending	Total Expended To Date	Expected Completion	Current Period Activity	P.O. Number
1 De Lay & Laredo	Measure J/Rule 19.8 Appraisal/Rate Study Phase II	12/16/2019	\$ 200,000.00	\$ 54,431.25	\$ 18,862.50	\$ 73,293.75		Current period billing for appraisal/rate related to phase 2 Measure J	PO02282
2 De Lay & Laredo	Measure J/Rule 19.8 Operations Plan - Phase II	12/16/2019	\$ 145,000.00	\$ -		\$ -			PO02281
3 University of California, Berkeley	Hastings Ford Removal on Finch Creek	3/16/2020	\$ 100,000.00	\$ -		\$ -			PO02277
4 De Lay & Laredo	Measure J/Rule 19.8 CEQA Services Consultant	12/16/2019	\$ 129,928.00	\$ 38,466.50	\$ 61,413.10	\$ 99,879.60		Current period billing for CEQA work related to phase 2 Measure J	PO02273
5 Rutan & Tucker, LLP	Rule 19.8 Eminent Domain Legal Services - Phase II	12/16/2019	\$ 200,000.00	\$ 35,736.00	\$ 11,362.50	\$ 47,098.50		Current period billing for eminent domain work related to phase 2 Measure J	PO02236
6 Norton Rose Fulbright	Cal-Am Desal Structuring & Financing Order	4/20/2015	\$ 307,103.13	\$ 38,557.29		\$ 38,557.29			PO02197
7 Pueblo Water Resources, Inc.	ASR SMWTF Engineering Services During Construction	10/21/2019	\$ 148,100.00	\$ 90,748.42	\$ 13,857.89	\$ 104,606.31		Current period billing related to ASR engineering services	PO02163
8 Specialty Construction, Inc.	ASR SMWTF Construction	10/21/2019	\$ 4,649,400.00	\$ 1,071,678.91	\$ 554,157.66	\$ 1,625,836.57		Current period billing related to ASR construction management services	PO02162
9 Psomas	ASR Construction Management Services	8/19/2019	\$ 190,280.00	\$ 49,496.94	\$ 17,592.00	\$ 67,088.94		Current period billing related to ASR construction management services	PO02160
10 U.S. Bank Equipment Finance	Copier machine leasing - 60 months	7/15/2019	\$ 52,300.00	\$ 7,892.03	\$ 867.83	\$ 8,759.86	6/30/2024	Current period billing for photocopy machine lease	PO02108
11 Monterey One Water	Supplemental EIR Costs for PWM Expansion Project	3/18/2019	\$ 750,000.00	\$ -		\$ -			PO02095
12 Monterey One Water	Pre-Construction Costs for PWM Expansion Project	11/13/2017	\$ 360,000.00	\$ 312,617.94		\$ 312,617.94			PO02094
13 Deveera Inc.	IT Managed Services	9/16/2019	\$ 46,120.00	\$ 36,896.00	\$ 4,612.00	\$ 41,508.00	6/30/2020	Current period billing for IT managed services	PO02091
14 Hopkins Technical Products, Inc.	ASR Chemical feed skids	8/11/2019	\$ 96,563.14	\$ 81,716.16		\$ 81,716.16			PO02071
15 Lynx Technologies, Inc	Geographic Information Systems contractual services	6/17/2019	\$ 35,000.00	\$ 15,300.00	\$ 75.00	\$ 15,375.00		Current period gis services	PO02065
16 Regional Government Services	Human Resouces contractual services	6/17/2019	\$ 70,000.00	\$ 36,025.85	\$ 1,032.00	\$ 37,057.85		Current period hr services	PO02064
17 Pueblo Water Resources, Inc.	ASR operations support	7/15/2019	\$ 70,000.00	\$ 9,593.48		\$ 9,593.48			PO02063
18 MBAS	ASR Water Quality	7/15/2019	\$ 60,000.00	\$ 28,538.00	\$ 9,065.00	\$ 37,603.00		Current period billing for ASR water quality testing	PO02062
19 TBC Communications & Media	Public Outreach services retainer	6/17/2019	\$ 42,000.00	\$ 28,000.00		\$ 28,000.00			PO02055
20 The Ferguson Group LLC	2019-20 - Legislative and Administrative Services	6/17/2019	\$ 100,000.00	\$ 81,025.37	\$ 8,072.93	\$ 89,098.30		Current period retainer	PO02028
21 John Arriaga	Contract for Legislative and Administrative Services - FY 19-20	6/17/2019	\$ 35,000.00	\$ 25,000.00	\$ 2,500.00	\$ 27,500.00		Current & prior period retainer	PO02026
22 DUDEK	Consulting Services for Prop 1 grant proposal	4/15/2019	\$ 95,600.00	\$ 94,315.05		\$ 94,315.05			PO01986
23 Denise Duffy & Associates	Consulting Services IRWM plan update	12/17/2018	\$ 55,000.00	\$ 53,322.32		\$ 53,322.32			PO01985
24 Colantuono, Highsmith, & Whatley, PC	Legal Services for MCWD vs PUC Matter for FY 2018-2019	7/1/2018	\$ 60,000.00	\$ 54,628.80		\$ 54,628.80	6/30/2020		PO01874
25 Ecology Action of Santa Cruz	IRWM HEART Grant	4/16/2018	\$ 152,600.00	\$ 86,362.33		\$ 86,362.33			PO01824
26 Pueblo Water Resources, Inc.	ASR Backflush Basin Expansion, CM services	7/16/2018	\$ 96,034.00	\$ 68,919.39		\$ 68,919.39			PO01778

**EXHIBIT 6-A**

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**Monterey Peninsula Water Management District  
Status on District Open Contracts (over \$25K)  
For The Period May 2020**

Contract	Description	Date Authorized	Contract Amount	Prior Period Expended To Date	Current Period Spending	Total Expended To Date	Expected Completion	Current Period Activity	P.O. Number
27	Rural Community Assistance Corporation	IRWM DAC Needs Assessment	4/16/2018	\$ 100,000.00	\$ 61,705.57	\$ 7,390.35	\$ 69,095.92	Current period billing related to IRWM needs assessment grant	PO01777
28	Mercer-Fraser Company	Sleepy Hollow Intake upgrade project	7/16/2018	\$ 1,802,835.00	\$ 1,786,834.91		\$ 1,786,834.91		PO01726
29	Fort Ord Reuse Authority	ASR Backflush basin expansion project UXO support	7/16/2018	\$ 55,215.00	\$ 8,241.72		\$ 8,241.72		PO01686
30	Pueblo Water Resources, Inc.	ASR operations support	1/24/2018	\$ 70,000.00	\$ 68,652.56		\$ 68,652.56		PO01645
31	Pueblo Water Resources, Inc.	Seaside Groundwater Basin Geochemical Study	1/24/2018	\$ 68,679.00	\$ 36,795.25		\$ 36,795.25		PO01628
32	Big Sur Land Trust	Update of the IRWMP Plan	4/16/2018	\$ 34,000.00	\$ 12,305.67		\$ 12,305.67		PO01620
33	Pueblo Water Resources, Inc.	SSAP Water Quality Study	8/21/2017	\$ 94,437.70	\$ 44,318.11		\$ 44,318.11		PO01510
34	Normandeau Associates, Inc.	Assistance with IFIM Study	11/13/2017	\$ 35,000.00	\$ 24,050.00		\$ 24,050.00		PO01509
35	Accela Inc.	Acquisition of Water Demand Database System	11/13/2017	\$ 676,377.00	\$ 669,227.81		\$ 669,227.81	6/30/2020	PO01471
36	Balance Hydrologics, Inc	Design Work for San Carlos Restoration Project	6/19/2017	\$ 51,360.00	\$ 50,894.32		\$ 50,894.32		PO01321
37	AECOM Technical Services, Inc.	Los Padres Dam Alternatives Study	1/25/2017	\$ 700,700.00	\$ 505,766.50		\$ 505,766.50		PO01268
38	Denise Duffy & Assoc. Inc.	MMRP Services for Monterey Pipeline	1/25/2017	\$ 80,000.00	\$ 73,144.06		\$ 73,144.06		PO01202
39	Goodin,MacBride,Squeri,Day,Lamprey	User Fee PUC Proceedings Legal Fee	7/1/2016	\$ 50,000.00	\$ 33,411.85		\$ 33,411.85	6/30/2020	PO01100
40	Whitson Engineers	Carmel River Thawleg Survey	9/19/2018	\$ 52,727.43	\$ 49,715.00		\$ 49,715.00		PO01076
41	HDR Engineering, Inc.	Los Padres Dam Fish Passage Study	4/18/2016	\$ 310,000.00	\$ 295,003.20		\$ 295,003.20		PO01072
42	Michael Hutnak	GS Flow Modeling for Water Resouces Planning	8/19/2013	\$ 71,800.00	\$ 64,080.00		\$ 64,080.00		PO00123
43	Justin Huntington	GS Flow Modeling for Water Resouces Planning	8/19/2013	\$ 59,480.00	\$ 53,918.98		\$ 53,918.98		PO00122



## **ADMINISTRATIVE COMMITTEE**

### **7. STATUS REPORT ON MEASURE J/RULE 19.8 PHASE II SPENDING**

<b>Meeting Date:</b>	<b>July 14, 2020</b>	<b>Budgeted:</b>	<b>N/A</b>
<b>From:</b>	<b>David J. Stoldt, General Manager</b>	<b>Program/ Line Item No.:</b>	<b>N/A</b>
<b>Prepared By:</b>	<b>Suresh Prasad</b>	<b>Cost Estimate:</b>	<b>N/A</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on July 14, 2020.

**CEQA Compliance:** This action does not constitute a project as defined by the California Environmental Quality Act Guidelines Section 15378.

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**SUMMARY:** Attached for review is **Exhibit 7-A**, monthly status report on Measure J/Rule 19.8 Phase II spending for the period May 2020. This status report is provided for information only, no action is required.

## **EXHIBIT**

**7-A** Status on Measure J/Rule 19.8 Spending



**Monterey Peninsula Water Management District  
Status on Measure J/Rule 19.8 Spending Phase II  
For the Period May 2020**

	<b>Contract</b>	<b>Date Authorized</b>	<b>Contract/Approved Amount</b>	<b>Prior Period Spending</b>	<b>Current Period Spending</b>	<b>Total Expended To Date</b>	<b>Spending Remaining</b>	<b>Project No.</b>
1	Eminent Domain Legal Counsel	12/16/2019	\$ 225,000.00	\$ 35,736.00	\$ 11,362.50	\$ 47,098.50	\$ 177,901.50	PA00005-01
2	CEQA Work	12/16/2019	\$ 129,928.00	\$ 38,466.50	\$ 61,413.10	\$ 99,879.60	\$ 30,048.40	PA00005-02
3	Appraisal Services	12/16/2019	\$ 200,000.00	\$ 54,431.25	\$ 18,862.50	\$ 73,293.75	\$ 126,706.25	PA00005-03
4	Operations Plan	12/16/2019	\$ 145,000.00	\$ -		\$ -	\$ 145,000.00	PA00005-04
5	District Legal Counsel	12/16/2019	\$ 40,000.00	\$ 18,541.53		\$ 18,541.53	\$ 21,458.47	PA00005-05
6	MAI Appraiser	12/16/2019	\$ 35,000.00	\$ -		\$ -	\$ 35,000.00	PA00005-06
7	Jacobs Engineering	12/16/2019	\$ 87,000.00	\$ -		\$ -	\$ 87,000.00	PA00005-07
6	Contingency/Miscellaneous/Uncommitted	12/16/2019	\$ 379,072.00	\$ -		\$ -	\$ 379,072.00	PA00005-20
	<b>Total</b>		<b>\$ 1,241,000.00</b>	<b>\$ 147,175.28</b>	<b>\$ 91,638.10</b>	<b>\$ 238,813.38</b>	<b>\$ 1,002,186.62</b>	



## ADMINISTRATIVE COMMITTEE

### 8. MONTHLY INFORMATIONAL PROGRESS REPORT – SANTA MARGARITA WATER TREATMENT FACILITY.

<b>Meeting Date:</b>	<b>July 14, 2020</b>	<b>Budgeted:</b>	<b>N/A</b>
<b>From:</b>	<b>David J. Stoldt General Manager</b>	<b>Program/ Line Item:</b>	<b>N/A</b>
<b>Prepared By:</b>	<b>Maureen Hamilton</b>	<b>Cost Estimate:</b>	<b>N/A</b>

**General Counsel Review:** N/A

**Committee Recommendation:** The Administrative Committee reviewed this item on July 14, 2020.

**CEQA Compliance:** This action does not constitute a project as defined by the California Environmental Quality Act Guidelines Section 15378.

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**SUMMARY:** This progress report is provided for information only, no action is required.

Work conducted after the previous progress report:

- Completed all underground process piping
- Completed 16" and 20" above-ground manifolds.
- Installed all control valves and flow meters.
- Completed blow-off piping
- Successfully pressure tested the new pipe
- Successfully passed bacteria testing of new pipe
- Completed southern 30" tie-in
- Completed northern 30" tie-in
- Moved bulk tanks into bays
- Began plastering the building
- Ninety-seven submittals have been received; ninety-five of those submittals have been closed.

No new change orders were issued.

A Notice of Delay was issued for the door hinges which are on the critical path. The contract substantial completion date will be updated when the effect of the delay can be quantified. Alternatives to minimize the delay effect are being implemented.

**EXPENDITURES:**

Base Contract:	\$4,649,400.00
Change Orders:	<u>\$ 69,785.20 (1.50%)<sup>1</sup></u>
Total:	\$4,719,185.20
 Paid:	 \$1,630,836.57 (35%) <sup>2</sup>

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<sup>1</sup> Percent of base contract

<sup>2</sup> Percent of base contract plus change orders

This meeting has been noticed according to the Brown Act rules. The Board of Directors meets regularly on the third Monday of each month, except in January, February. The meetings begin at 6:00 PM.



**DRAFT AGENDA**  
**Regular Meeting** (Current 7/6/20)  
**Board of Directors**  
**Monterey Peninsula Water Management District**  
 \*\*\*\*\*  
**Monday, July 20, 2020, 6:00 PM, Virtual Meeting**

Pursuant to Governor Newsom's Executive Orders N-29-20 and N-33-20, and to do all we can to help slow the spread of COVID-19 (coronavirus), meetings of the Monterey Peninsula Water Management District Board of Directors and committees will be conducted with virtual (electronic) participation only using WebEx.

Join the meeting at this link:

Or join at [mpwmd.webex.com](http://mpwmd.webex.com).

Meeting number: \_\_\_\_\_

Meeting password: \_\_\_\_\_

Participate by phone: 1-877-668-4493

**For detailed instructions on how to connect to the meeting, please see page 5 of this agenda.**

You may also view the live webcast on AMP <https://accessmediaproductions.org/> scroll down to the bottom of the page and select the Peninsula Channel

Staff notes will be available on the District web site at  
<http://www.mpwmd.net/who-we-are/board-of-directors/bod-meeting-agendas-calendar/>  
 by 5 PM on Thursday, July 16, 2020

**CALL TO ORDER/ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**ADDITIONS AND CORRECTIONS TO AGENDA** - The Clerk of the Board will announce agenda corrections and proposed additions, which may be acted on by the Board as provided in Sections 54954.2 of the California Government Code.

**Board of Directors**

Alvin Edwards, Chair – Division 1  
 Jeanne Byrne, Vice Chair - Division 4  
 George Riley – Division 2  
 Molly Evans – Division 3  
 Gary D. Hoffmann, P.E. – Division 5  
 Mary Adams, Monterey County Board of  
 Supervisors Representative  
 David Potter – Mayoral Representative

**General Manager**

David J. Stoldt

This agenda was posted at the District office at 5 Harris Court, Bldg. G Monterey on Thursday, \_\_\_\_\_. Staff reports regarding these agenda items will be available for public review on \_\_\_\_\_ at the District office and at the Carmel, Carmel Valley, Monterey, Pacific Grove and Seaside libraries. After staff reports have been distributed, if additional documents are produced by the District and provided to a majority of the Board regarding any item on the agenda, they will be available at the District office during normal business hours, and posted on the District website at [www.mpwmd.net/who-we-are/board-of-directors/bod-meeting-agendas-calendar/](http://www.mpwmd.net/who-we-are/board-of-directors/bod-meeting-agendas-calendar/). Documents distributed at the meeting will be made available in the same manner. The next Regular meeting of the Board is set for on August 17, 2020 at 6 pm.

**ORAL COMMUNICATIONS** - Anyone wishing to address the Board on Consent Calendar, Information Items, Closed Session items, or matters not listed on the agenda may do so only during Oral Communications. Please limit your comment to three (3) minutes. The public may comment on all other items at the time they are presented to the Board.

**CONSENT CALENDAR** - The Consent Calendar consists of routine items for which staff has prepared a recommendation. Approval of the Consent Calendar ratifies the staff recommendation. Consent Calendar items may be pulled for separate consideration at the request of a member of the public, or a member of the Board. Following adoption of the remaining Consent Calendar items, staff will give a brief presentation on the pulled item. Members of the public are requested to limit individual comment on pulled Consent Items to three (3) minutes. Unless noted with double asterisks "\*\*", Consent Calendar items do not constitute a project as defined by CEQA Guidelines section 15378.

1. Consider Adoption of Minutes of the June 15, 2020 Regular Board Meetings
2. Consider Authorization to Contract with RJA Management Services for General Manager Annual Performance Evaluation
3. Consider Approval of Contract with Shute, Mihaly & Weinberger LLP for Strategic CEQA Legal Services
4. Consider Adoption of Revisions to District Investment Policy
5. Consider Adoption of Treasurer's Report for May 2020

#### **GENERAL MANAGER'S REPORT**

6. Status Report on California American Water Compliance with State Water Resources Control Board Order 2016-0016 and Seaside Groundwater Basin Adjudication Decision
7. Update on Development of Water Supply Projects
8. Report on Progress on Strategic Goals Adopted on May 20, 2019

#### **REPORT FROM DISTRICT COUNSEL ON JUNE 15, 2020 BOARD CLOSED SESSION**

#### **DIRECTORS' REPORTS (INCLUDING AB 1234 REPORTS ON TRIPS, CONFERENCE ATTENDANCE AND MEETINGS)**

9. Oral Reports on Activities of County, Cities, Other Agencies/Committees/Associations

**PUBLIC HEARINGS** – Public comment will be received. Please limit your comment to three (3) minutes per item

10. Consider Approval of Application to Amend California American Water Distribution System - Interconnection of Ryan Ranch and Bishop Units in Seaside Basin  
*Action:*
11. Consider Variance to District Rule 23-A-1-i Separate Metering Requirement for Multi-Family Housing Project at 1193 Broadway, Seaside  
*Action:*
12. Consider Appeal of Decision to Deny Reinstatement of Expired Water Use Credits at the Presidio of Monterey  
*Action:*
13. Consider Adoption of Resolution 2020-12, a Resolution of the Board of Directors, Monterey Peninsula Water Management District, to Authorize Activation of Latent District Powers and to Adopt Sphere of Influence Amendment and Annexation  
*Action:*

**ACTION ITEMS** – Public comment will be received. Please limit your comment to three (3) minutes per item

14. Consider Adoption of an Addendum to the District's Prior ASR Environmental Impact Report for Construction of a Bypass Pipeline to Allow Simultaneous Pure Water Monterey Recovery and ASR Injection  
*Action:*



**INFORMATIONAL ITEMS/STAFF REPORTS** - The public may address the Board on Information Items and Staff Reports during the Oral Communications portion of the meeting. Please limit your comments to three minutes.

15. Report on Activity/Progress on Contracts Over \$25,000
16. Status Report on Measure J/Rule 19.8 Phase II Spending
17. Monthly Progress Report – Santa Margarita Water Treatment Facility
18. Legislation Advocacy Committee’s State and Federal Bill Tracking
19. Letters Received
20. Committee Reports
21. Monthly Allocation Report
22. Water Conservation Program Report
23. Quarterly Water Use Credit Transfer Status Report
24. Carmel River Fishery Report for July 2020
25. Quarterly Carmel River Riparian Corridor Management Program Report
26. Monthly Water Supply and California American Water Production Report
27. Semi-Annual Financial Report on the CAWD/PBCSD Wastewater Reclamation Project
28. Draft Water Year 2019 Aquifer Storage and Recovery Project Summary of Operations Report

## ADJOURNMENT

Board Meeting Schedule			
Monday, August 17, 2020	Regular Board Meeting	6:00 pm	Conducted by WebEx
Thursday, September 10, 2020	Board Strategic Planning Session	9:00 am	Location to be Determined
Monday, September 21, 2020	Regular Board Meeting	6:00 pm	Location to be Determined
Monday, October 19, 2020	Regular Board Meeting	6:00 pm	Location to be Determined

Board Meeting Television and On-Line Broadcast Schedule View Live Webcast at <a href="https://accessmediaproductions.org/">https://accessmediaproductions.org/</a> scroll to the bottom of the page and select the Peninsula Channel	
Television Broadcast	Viewing Area
Comcast Ch. 25 (Monterey Channel), Mondays view live broadcast on meeting dates, and replays on Mondays, 7 pm through midnight	City of Monterey
Comcast Ch. 28, Mondays, replays 7 pm and Saturdays 9 am	Throughout the Monterey County Government Television viewing area.
For Xfinity subscribers, go to <a href="https://www.xfinity.com/support/local-channel-lineup/">https://www.xfinity.com/support/local-channel-lineup/</a> or <a href="https://www.xfinity.com/stream/listings">https://www.xfinity.com/stream/listings</a> - enter your address for the listings and channels specific to your city.	Pacific Grove, Pebble Beach, Sand City, Seaside, Monterey
Internet Broadcast	
Replays – Mondays, 4 pm to midnight at <a href="https://accessmediaproductions.org/">https://accessmediaproductions.org/</a> scroll to Peninsula Channel	
Replays – Mondays, 7 pm and Saturdays, 9 am <a href="http://www.mgtvonline.com">www.mgtvonline.com</a>	
On demand – three days following meeting date <a href="https://videoplayer.telvue.com/player/m_3HX6961GRMsvkqSCdwmGeJ8rwpRZrR/playlists/6023/media/514239?sequenceNumber=1&amp;autostart=true&amp;showtabssearch=true">https://videoplayer.telvue.com/player/m_3HX6961GRMsvkqSCdwmGeJ8rwpRZrR/playlists/6023/media/514239?sequenceNumber=1&amp;autostart=true&amp;showtabssearch=true</a>	
YouTube – available five days following meeting date - <a href="https://www.youtube.com/channel/UCg-2VgzLBmgV8AaSK67BBRg">https://www.youtube.com/channel/UCg-2VgzLBmgV8AaSK67BBRg</a>	

**See next page of agenda for instructions on connecting to WebEx meeting**

### Instructions for Connecting to the WebEx Meeting

Note: If you have not used WebEx previously, when you begin connecting to the meeting you may be asked to download the app. If you do not have a computer, you can participate by phone.

**Begin:** Within 10 minutes of the meeting start time from your computer click on this link \_\_\_\_\_, or past the link into your browser or go to: [mpwmd.webex.com](https://mpwmd.webex.com).

Under “Join a Meeting” enter the meeting number \_\_\_\_\_, hit the enter key and when prompted enter the meeting password \_\_\_\_\_, click “Next” and see the dropdown menu at the bottom of the screen “Use computer for audio” and select the method you will use to hear the meeting – see below.

#### **1) Audio and video connection from computer with WebEx app – view participants/materials on your screen**

Click on the “Use computer for audio” drop down list

Click “Join Meeting”

Once in the meeting, mute your microphone.

Turn your microphone on when it is your turn to speak.

#### **2) View material on your computer screen and listen to audio on your phone**

From the “Use computer for Audio” drop down list select “Call In”

Click on “Join Meeting” / You will see a toll-free telephone number, access code, and attendee ID # -- enter these numbers on your phone.

Mute the microphone on your computer.

Disable computer speakers using the Settings menu.

#### **3) Join by phone only (no computer) dial 1-877-668-4493 and use the meeting number above.**

### Protocol for Meetings Conducted by Teleconference

- 1) The Chair will call the meeting to order.
- 2) Receipt of Public Comment – the Chair will ask for comments from the public on all items. Limit your comment to 3 minutes.
  - (a) Computer Audio Connection: Select the “raised hand” icon. When you are called on to speak, please identify yourself.
  - (b) Phone audio connection: Press \*9. Wait for the clerk to unmute your phone and then identify yourself and provide your comment. Press \*9 to end the call.
- 3) For Action and Discussion Items the Chair will receive a presentation from staff and the Directors may ask questions. Following the question and answer period, the Chair will ask for comments from the public.

### Submit Oral or Written Comments

If you are unable to participate via telephone or computer to present oral comments, you may also submit your comments by e-mailing them to [comments@mpwmd.net](mailto:comments@mpwmd.net) with one of the following subject lines "PUBLIC COMMENT ITEM #" (insert the item number relevant to your comment) or "PUBLIC COMMENT – ORAL COMMUNICATIONS". Comments must be received by 12:00 p.m. on Monday, July 20, 2020. Comments submitted by noon will be provided to the Board of Directors and compiled as part of the record of the meeting.

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