

This meeting has been noticed according to the Brown Act rules.



AGENDA
**Finance and Administration Committee
of the Monterey Peninsula Water Management District**

May 13, 2024 at 2:00 PM [PST]

Meeting Location: MPWMD -- Main Conference Room
5 Harris Court, Building G, Monterey, CA 93940

[This is an In-Person meeting. Remote participation may be offered via Zoom, but this is optional as connectivity cannot be assured and thus is not a necessary requisite for the meeting to proceed in-person.]

To join by Zoom, please click the link below:

<https://mpwmd-net.zoom.us/j/81081190926?pwd=ecTQfaJDhUuLq98NbGtuuLw8sjHAHW.1>

Or join at: <https://zoom.us/>

Webinar ID: 810 8119 0926

Meeting password: 051324

To Participate by Phone: (669) 900-9128

For detailed instructions on how to connect to the meeting, please see page 3 of this agenda.

This agenda was posted at the District website (www.mpwmd.net) and at 5 Harris Court, Bldg. G, Monterey, California on Thursday, May 9, 2024. Staff notes will be available on the District website at <https://www.mpwmd.net/who-we-are/committees/board-committees/administrative-committee/> by 5:00 p.m. on Friday, May 10, 2024.

**Finance and Administration
Committee Members:**
George Riley – Chair
Alvin Edwards
Karen Paull

Alternate:
Marc Eisenhart

Staff Contact:
Nishil Bali
Sara Reyes

Call to Order / Roll Call

Additions and Corrections to the Agenda

Comments from Public – *The public may comment on any item within the District’s jurisdiction. Please limit your comments to three minutes in length.*

Action Items – *Public comment will be received. Please limit your comments to three (3) minutes per item.*

1. Consider Adoption of April 8, 2024 Committee Meeting Minutes
2. Consider Adoption of Treasurer’s Report for March 2024
3. Receive and File Third Quarter Financial Activity Report for Fiscal Year 2023-2024
4. Consider Approval of Third Quarter Fiscal Year 2023-2024 Investment Report
5. Consider Renewal of Contract with JEA & Associates for Legislative and Administrative Services

Mission Statement

Sustainably manage and augment the water resources of the Monterey Peninsula to meet the needs of its residents and businesses while protecting, restoring, and enhancing its natural and human environments.

Vision Statement

Model ethical, responsible, and responsive governance in pursuit of our mission.

Board's Goals and Objectives

Are available online at <https://www.mpwmd.net/who-we-are/mission-vision-goals/>

6. Consider Renewal of Contract with Ferguson Group for Legislative and Administrative Services
7. Consider Contract for Public Outreach Services with WellmanAd for FY 2024-2025
8. Consider Approval of Agreement with Lynx Technologies for Geographic Information System (GIS) Services
9. Consider Recommending the Board Authorize a Contract with Maggiora Brothers Drilling for Rehabilitation of Two ASR Wells
10. Authorize Funds to Contract for Limited-Term Field Positions During FY 2024-2025
11. Authorize Expenditure for Software Maintenance Agreements
12. Consider Adoption of Resolution 2024-05 Establishing Article XIII (B) Fiscal Year 2024-2025 Appropriations Limit

Informational Items - *Public comment will be received. Please limit your comments to three (3) minutes per item.*

13. Report on Activity/Progress on Contracts Over \$25,000
14. Status Report on Measure J/Rule 19.8 Phase III/IV Spending

Discussion/Other Items - *Public comment will be received. Please limit your comments to three (3) minutes per item.*

15. Review Draft May 20, 2024 Regular Board Meeting Agenda and Draft May 30, 2024 Budget Workshop Meeting Agenda

Suggest Items to be Placed on Future Agendas

Adjournment

Accessibility

In accordance with Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), 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. Please send a description of the requested materials and preferred alternative format or auxiliary aid or service at least 48 hours prior to the scheduled meeting date/time. Requests should be forwarded to Sara Reyes by e-mail at sara@mpwmd.net or at (831) 658-5610.

Provide Public Comment at the Meeting

Attend In-Person

The Finance and Administration Committee meeting will be held in the Main Conference Room at **5 Harris Court, Building G, Monterey, CA 93942** and has limited seating capacity. Face coverings are encouraged, but

not required. Please fill out a speaker card for each item you wish to speak on, and place in the speaker card box next to the Committee Clerk.

Attend via Zoom: See below “Instructions for Connecting to the **Zoom Meeting.**”

Submission of Public Comment via E-mail

Send comments to 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." Staff will forward correspondence received to the Committee. Correspondence is not read during public comment portion of the meeting. However, all written public comment received becomes part of the official record of the meeting and placed on the District’s website as part of the agenda packet for the meeting.

Submission of Written Public Comment

All documents submitted by the public must have no less than six (6) copies to be received and distributed by the **Clerk** prior to the Meeting.

Document Distribution

In accordance with Government Code §54957.5, any materials of public record relating to an agenda item for a meeting of a legislative body that is provided to a majority of the members less than 72 hours before the meeting will be made available at the District Office, 5 Harris Court, Building G., Monterey, CA, during normal business hours. Materials of public record that are distributed during the meeting shall be made available for public inspection at the meeting if prepared by the Board or a member of its legislative/advisory body, or the next business day after the meeting if prepared by some other person.

Instructions for Connecting to the **Zoom Meeting**

The public may remotely view and participate in the meeting to make public comments by computer, by phone, or smart device.

Please log on or call in as early as possible to address any technical issues that may occur and ensure you do not miss the time to speak on the desired item. Follow these instructions to log into Zoom from your computer, smart device, or telephone. (Your device must have audio capability to participate).

To join via Zoom-Teleconferencing, please click the link below:

<https://mpwmd-net.zoom.us/j/81081190926?pwd=eeTQfaJDhUuLq98NbGtuuLw8sjHAHW.1>

Or join at: <https://zoom.us/>

Webinar ID: 810 8119 0926

Meeting password: 051324

To Participate by Phone: (669) 900-9128

1. Use the “raise hand” function to join the queue to speak on the current agenda item when the Chair calls the item for Public Comment.

COMPUTER / SMART DEVICE USERS: You can find the raise hand option under your participant name.

TELEPHONE USERS: The following commands can be entered using your phone’s dial pad:

- *6 – Toggle Mute / Unmute
- *9 – Raise Hand

2. Staff will call your name or the last four digits of your phone number when it is your time to speak.
3. You may state your name at the beginning of your remarks for the meeting minutes.

4. Speakers will have up to three (3) minutes to make their remarks. *The Chair may announce and limit time on public comment.*
5. You may log off or hang up after making your comments.

Refer to the Meeting Rules to review the complete Rules of Procedure for MPWMD Board and Committee Meetings:
<https://www.mpwmd.net/who-we-are/board-of-directors/meeting-rules-of-the-mpwmd/>

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FINANCE AND ADMINISTRATION COMMITTEE**ITEM: ACTION ITEM****1. CONSIDER ADOPTION OF APRIL 8, 2024 COMMITTEE MEETING MINUTES****Meeting Date: May 13, 2024****From: David J. Stoldt,
General Manager****Prepared By: Sara Reyes**

SUMMARY: Draft minutes of the April 8, 2024, Finance and Administration Committee meeting are attached as **Exhibit 1-A**.

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

EXHIBIT**1-A Draft Minutes of April 8, 2024 Committee Meeting**



EXHIBIT 1-A

DRAFT MINUTES
Monterey Peninsula Water Management District
Finance and Administration Committee
April 8, 2024

Meeting Location: District Office, Main Conference Room
 5 Harris Court, Building G., Monterey, CA 93940
(Hybrid: Meeting Held In-Person and via Zoom – Teleconferencing means)

Call to Order

Chair Riley called the meeting to order at 2:02 PM.

Committee members present: George Riley, Chair
 Alvin Edwards
 Marc Eisenhart (Alternate)

District staff members present: David Stoldt, General Manager
 Nishil Bali, Chief Financial Officer /Administrative Services Manager
 Jonathan Lear, Water Resources Manager
 Maureen Hamilton, District Engineer
 Sara Reyes, Executive Assistant/Board Clerk
 Simona Mossbacher, HR Coordinator/Contract Specialist

District Counsel present: Michael Laredo, DeLay & Laredo

Additions / Corrections to Agenda:

None

Comments from the Public:

None

Action Items:

1. Consider Adoption of March 11, 2024 Committee Meeting Minutes

On a motion by Edwards and second by Riley, the minutes of the March 11, 2024 meeting were approved 2-0 (Edwards and Riley), 0-Noes, and 1 Abstention (Eisenhart).

2. Consider Adoption of Treasurer's Report for February 2024

On a motion by Eisenhart and second by Edwards the Finance and Administration Committee recommended that the Board adopt the February 2024 Treasurer's Report and Statement of Revenues and Expenditures and ratify the disbursements made during the month. The motion was unanimously approved 3 – 0.

3. Consider Adoption of Revised Purchasing Policy

On a motion by Riley and second by Edwards the Finance and Administration Committee recommended that the Board adopt the proposed Purchasing Policy in place of the existing Purchasing Policy. The motion was unanimously approved 3 – 0.

Informational Items:**4. 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.

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

This item was presented as information to the committee.

Discussion Item:**6. Review Draft April 15, 2024 Special and Regular Board Meeting Agenda**

The committee reviewed and discussed the agenda. No changes were made by the committee.

Adjournment

Chair Riley adjourned the meeting at 3:21 PM.

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FINANCE AND ADMINISTRATION COMMITTEE**ITEM: ACTION ITEM****2. CONSIDER ADOPTION OF TREASURER'S REPORT FOR MARCH 2024****Meeting Date: May 13, 2024 Budgeted: N/A****From: David J. Stoldt,
General Manager Program/
Line Item No.: N/A****Prepared By: Nishil Bali Cost Estimate: N/A****General Counsel Review: N/A****Committee Recommendation: The Finance and Administration Committee considered this item on May 13, 2024 and recommended _____.****CEQA Compliance: This action does not constitute a project as defined by the California Environmental Quality Act Guidelines Section 15378.**

SUMMARY: Exhibit 2-A comprises the Treasurer's Report for March 2024. Exhibit 2-B includes listings of check disbursements for the period March 1-31, 2024. Checks, virtual checks (AP Automation), direct deposits of employee paychecks, payroll tax deposits, and bank charges resulted in total disbursements for the period in the amount of \$2,424,842.96. There were \$42,641 in conservation rebates paid out during the current period. Exhibit 2-C reflects the unaudited version of the Statement of Revenues and Expenditures for the month ending March 31, 2024.

RECOMMENDATION: The Finance and Administration Committee should recommend that the Board adopt the March 2024 Treasurer's Report and Statement of Revenues and Expenditures and ratify the disbursements made during the month.

EXHIBITS**2-A** Treasurer's Report**2-B** Listing of Cash Disbursements-Regular**2-C** Statement of Revenues and Expenditures

**MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
TREASURER'S REPORT FOR MARCH 2024**

<u>Description</u>	<u>Checking</u>	<u>MPWMD Money Market</u>	<u>L.A.I.F.</u>	<u>Multi-Bank Securities*</u>	<u>MPWMD Total</u>	<u>PB Reclamation Money Market</u>
Beginning Balance	\$142,457.91	\$6,348,272.80	\$12,346,208.77	\$8,970,412.61	\$27,807,352.09	\$131,048.00
Fee Deposits		619,841.52			619,841.52	212,148.20
MoCo Tax & WS Chg Installment Pymt					0.00	
Interest Received				26,572.67	26,572.67	
Transfer - Checking/LAIF					0.00	
Transfer - Money Market/LAIF					0.00	
Transfer - Money Market/Checking	3,000,000.00	(3,000,000.00)			0.00	
Transfer - Money Market/Multi-Bank					0.00	
Transfer to CAWD					0.00	(152,000.00)
Voided Checks					0.00	
Bank Corrections/Reversals/Errors					0.00	
Bank Charges/Other	-				0.00	
Credit Card Fees	(785.00)				(785.00)	
Returned Deposits	-				0.00	
Payroll Tax/Benefit Deposits	(130,300.26)				(130,300.26)	
Payroll Checks/Direct Deposits	(146,464.70)				(146,464.70)	
General Checks	(100.00)				(100.00)	
Rebate Payments	(42,641.00)				(42,641.00)	
Bank Draft Payments	(12,561.88)				(12,561.88)	
AP Automation Payments	(2,091,990.12)				(2,091,990.12)	
Ending Balance	\$717,614.95	\$3,968,114.32	\$12,346,208.77	\$8,996,985.28	\$26,028,923.32	\$191,196.20

* Fixed Income investments are reported at face value

EXHIBIT 2-B

My Check Report



Monterey Peninsula Water Management Di

By Check Number

Date Range: 03/01/2024 - 03/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK	-Bank of America Checking					
01002	Monterey County Clerk	03/15/2024	Regular	0.00	50.00	40831
01002	Monterey County Clerk	03/15/2024	Regular	0.00	50.00	40832
06746	POSTMASTER	03/28/2024	Regular	0.00	1,872.00	40833
06746	POSTMASTER	03/28/2024	Regular	0.00	-1,872.00	40833
06001	Cypress Coast Ford	03/01/2024	Virtual Payment	0.00	579.47	APA004207
18225	DUDEK	03/01/2024	Virtual Payment	0.00	1,120.00	APA004208
00192	Extra Space Storage	03/01/2024	Virtual Payment	0.00	1,258.00	APA004209
00993	Harris Court Business Park	03/01/2024	Virtual Payment	0.00	793.39	APA004210
04717	Inder Osahan	03/01/2024	Virtual Payment	0.00	1,413.12	APA004211
00223	Martins Irrigation Supply	03/01/2024	Virtual Payment	0.00	12.94	APA004212
21460	MoGo Urgent Care	03/01/2024	Virtual Payment	0.00	60.00	APA004213
13396	Navia Benefit Solutions, Inc.	03/01/2024	Virtual Payment	0.00	1,143.74	APA004214
00036	Parham Living Trust	03/01/2024	Virtual Payment	0.00	850.00	APA004215
24869	Raftelis Financial Consultants, Inc.	03/01/2024	Virtual Payment	0.00	4,197.50	APA004216
18737	U.S. Bank Equipment Finance	03/01/2024	Virtual Payment	0.00	871.81	APA004217
00763	ACWA-JPIA	03/15/2024	Virtual Payment	0.00	346.46	APA004218
00767	AFLAC	03/15/2024	Virtual Payment	0.00	612.90	APA004219
01188	Alhambra	03/15/2024	Virtual Payment	0.00	176.06	APA004220
04732	AM Conservation Group, Inc.	03/15/2024	Virtual Payment	0.00	13,122.46	APA004221
00253	AT&T	03/15/2024	Virtual Payment	0.00	1,354.67	APA004222
16468	Biomark, Inc.	03/15/2024	Virtual Payment	0.00	1,713.50	APA004223
12601	Carmel Valley Ace Hardware	03/15/2024	Virtual Payment	0.00	18.31	APA004224
22903	ClearGov, Inc	03/15/2024	Virtual Payment	0.00	4,950.00	APA004225
00028	Colantuono, Highsmith, & Whatley, PC	03/15/2024	Virtual Payment	0.00	4,481.00	APA004226
00281	CoreLogic Information Solutions, Inc.	03/15/2024	Virtual Payment	0.00	1,233.55	APA004227
01352	Dave Stoldt	03/15/2024	Virtual Payment	0.00	217.46	APA004228
00046	De Lay & Laredo	03/15/2024	Virtual Payment	0.00	36,618.50	APA004229
18734	DeVeera Inc.	03/15/2024	Virtual Payment	0.00	5,423.02	APA004230
18225	DUDEK	03/15/2024	Virtual Payment	0.00	968.75	APA004231
22793	ETech Consulting, LLC	03/15/2024	Virtual Payment	0.00	787.50	APA004232
02660	Forestry Suppliers Inc.	03/15/2024	Virtual Payment	0.00	43.42	APA004233
05825	Grainger	03/15/2024	Virtual Payment	0.00	122.02	APA004234
12655	Graphicsmiths	03/15/2024	Virtual Payment	0.00	199.50	APA004235
02833	Greg James	03/15/2024	Virtual Payment	0.00	1,413.12	APA004236
07415	Inca Landscape Management	03/15/2024	Virtual Payment	0.00	136.93	APA004237
00094	John Arriaga	03/15/2024	Virtual Payment	0.00	3,400.00	APA004238
05371	June Silva	03/15/2024	Virtual Payment	0.00	803.40	APA004239
06999	KBA Document Solutions, LLC	03/15/2024	Virtual Payment	0.00	1,058.42	APA004240
05830	Larry Hampson	03/15/2024	Virtual Payment	0.00	1,413.12	APA004241
13431	Lynx Technologies, Inc	03/15/2024	Virtual Payment	0.00	3,825.00	APA004242
00222	M.J. Murphy	03/15/2024	Virtual Payment	0.00	47.26	APA004243
00259	Marina Coast Water District	03/15/2024	Virtual Payment	0.00	570.54	APA004244
00259	Marina Coast Water District	03/15/2024	Virtual Payment	0.00	2,925.46	APA004245
00118	MB Carpet & Janitorial Inc.	03/15/2024	Virtual Payment	0.00	2,520.00	APA004246
00274	Monterey One Water	03/15/2024	Virtual Payment	0.00	1,646,509.89	APA004247
00278	Monterey Tire Service	03/15/2024	Virtual Payment	0.00	30.92	APA004248
13396	Navia Benefit Solutions, Inc.	03/15/2024	Virtual Payment	0.00	1,343.74	APA004249
05053	Pacific Smog	03/15/2024	Virtual Payment	0.00	41.75	APA004250
00154	Peninsula Messenger Service	03/15/2024	Virtual Payment	0.00	783.00	APA004251
00755	Peninsula Welding Supply, Inc.	03/15/2024	Virtual Payment	0.00	64.50	APA004252
07627	Purchase Power	03/15/2024	Virtual Payment	0.00	500.00	APA004253
00262	Pure H2O	03/15/2024	Virtual Payment	0.00	65.54	APA004254
24871	Radiant Landscaping Inc.	03/15/2024	Virtual Payment	0.00	1,785.00	APA004255
00251	Rick Dickhaut	03/15/2024	Virtual Payment	0.00	556.00	APA004256

My Check Report

Date Range: 03/01/2024 - 03/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
24873	Rincon Consultants Inc	03/15/2024	Virtual Payment	0.00	1,181.53	APA004257
00176	Sentry Alarm Systems	03/15/2024	Virtual Payment	0.00	125.50	APA004258
04709	Sherron Forsgren	03/15/2024	Virtual Payment	0.00	442.76	APA004259
19700	Shute, Mihaly & Weinberger LLP	03/15/2024	Virtual Payment	0.00	39,596.89	APA004260
09989	Star Sanitation Services	03/15/2024	Virtual Payment	0.00	140.91	APA004261
04359	The Carmel Pine Cone	03/15/2024	Virtual Payment	0.00	726.00	APA004262
09425	The Ferguson Group LLC	03/15/2024	Virtual Payment	0.00	6,000.00	APA004263
17965	The Maynard Group	03/15/2024	Virtual Payment	0.00	4,972.67	APA004264
00024	Three Amigos Pest Control DBA Central Coast E	03/15/2024	Virtual Payment	0.00	104.00	APA004265
00225	Trowbridge Enterprises Inc.	03/15/2024	Virtual Payment	0.00	160.03	APA004266
00269	U.S. Bank	03/15/2024	Virtual Payment	0.00	16,443.04	APA004267
00269	U.S. Bank	03/15/2024	Virtual Payment	0.00	135.00	APA004268
23550	WellmanAD	03/15/2024	Virtual Payment	0.00	13,125.00	APA004269
04038	YSI Inc.	03/15/2024	Virtual Payment	0.00	1,100.32	APA004270
20230	Zoom Video Communications Inc	03/15/2024	Virtual Payment	0.00	470.32	APA004271
00767	AFLAC	03/28/2024	Virtual Payment	0.00	612.90	APA004398
04732	AM Conservation Group, Inc.	03/28/2024	Virtual Payment	0.00	4,378.12	APA004399
26178	Amy E Anderson	03/28/2024	Virtual Payment	0.00	1,017.19	APA004400
00760	Andy Bell	03/28/2024	Virtual Payment	0.00	622.00	APA004401
00263	Arlene Tavani	03/28/2024	Virtual Payment	0.00	1,088.93	APA004402
12601	Carmel Valley Ace Hardware	03/28/2024	Virtual Payment	0.00	99.93	APA004403
00083	Clifton Larson Allen LLP	03/28/2024	Virtual Payment	0.00	40,687.50	APA004404
04041	Cynthia Schmidlin	03/28/2024	Virtual Payment	0.00	2,119.46	APA004405
00046	De Lay & Laredo	03/28/2024	Virtual Payment	0.00	36,574.25	APA004406
18734	DeVeera Inc.	03/28/2024	Virtual Payment	0.00	10,761.07	APA004407
00192	Extra Space Storage	03/28/2024	Virtual Payment	0.00	1,258.00	APA004408
02660	Forestry Suppliers Inc.	03/28/2024	Virtual Payment	0.00	539.81	APA004409
21199	G3, Green Gardens Group, LLC	03/28/2024	Virtual Payment	0.00	3,100.00	APA004410
09927	Hach Company	03/28/2024	Virtual Payment	0.00	41.83	APA004411
00986	Henrietta Stern	03/28/2024	Virtual Payment	0.00	1,413.12	APA004412
07415	Inca Landscape Management	03/28/2024	Virtual Payment	0.00	68.65	APA004413
04717	Inder Osahan	03/28/2024	Virtual Payment	0.00	1,413.12	APA004414
03857	Joe Oliver	03/28/2024	Virtual Payment	0.00	733.00	APA004415
06999	KBA Document Solutions, LLC	03/28/2024	Virtual Payment	0.00	91.09	APA004416
21460	MoGo Urgent Care	03/28/2024	Virtual Payment	0.00	60.00	APA004417
16182	Monterey County Weekly	03/28/2024	Virtual Payment	0.00	970.00	APA004418
00274	Monterey One Water	03/28/2024	Virtual Payment	0.00	95,951.40	APA004419
08700	Monterey Regional Waste Management District	03/28/2024	Virtual Payment	0.00	20.00	APA004420
13396	Navia Benefit Solutions, Inc.	03/28/2024	Virtual Payment	0.00	1,143.74	APA004421
24869	Raftelis Financial Consultants, Inc.	03/28/2024	Virtual Payment	0.00	585.00	APA004422
13394	Regional Government Services	03/28/2024	Virtual Payment	0.00	598.40	APA004423
00251	Rick Dickhaut	03/28/2024	Virtual Payment	0.00	556.00	APA004424
00228	Ryan Ranch Printers	03/28/2024	Virtual Payment	0.00	188.00	APA004425
16775	Seaside Groundwater Basin Watermaster	03/28/2024	Virtual Payment	0.00	34,157.77	APA004426
00176	Sentry Alarm Systems	03/28/2024	Virtual Payment	0.00	185.50	APA004427
23422	Simona Mossbacher	03/28/2024	Virtual Payment	0.00	445.17	APA004428
04359	The Carmel Pine Cone	03/28/2024	Virtual Payment	0.00	726.00	APA004429
17965	The Maynard Group	03/28/2024	Virtual Payment	0.00	1,674.48	APA004430
00269	U.S. Bank	03/28/2024	Virtual Payment	0.00	7,200.58	APA004431
00271	UPEC, Local 792	03/28/2024	Virtual Payment	0.00	1,161.50	APA004432
08105	Yolanda Munoz	03/28/2024	Virtual Payment	0.00	540.00	APA004433
00266	I.R.S.	03/08/2024	Bank Draft	0.00	12,702.09	DFT0003218
00266	I.R.S.	03/08/2024	Bank Draft	0.00	2,986.72	DFT0003219
00267	Employment Development Dept.	03/08/2024	Bank Draft	0.00	5,076.27	DFT0003220
00266	I.R.S.	03/08/2024	Bank Draft	0.00	294.98	DFT0003221
00266	I.R.S.	03/08/2024	Bank Draft	0.00	70.52	DFT0003222
00266	I.R.S.	03/08/2024	Bank Draft	0.00	301.32	DFT0003223
00769	Laborers Trust Fund of Northern CA	03/12/2024	Bank Draft	0.00	40,066.00	DFT0003224
00256	PERS Retirement	03/08/2024	Bank Draft	0.00	18,950.38	DFT0003225
00252	Cal-Am Water	03/15/2024	Bank Draft	0.00	79.09	DFT0003226
00252	Cal-Am Water	03/15/2024	Bank Draft	0.00	203.76	DFT0003227

My Check Report

Date Range: 03/01/2024 - 03/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00252	Cal-Am Water	03/15/2024	Bank Draft	0.00	196.35	DFT0003228
00758	FedEx	03/15/2024	Bank Draft	0.00	348.27	DFT0003229
00277	Home Depot Credit Services	03/15/2024	Bank Draft	0.00	81.06	DFT0003230
00221	Verizon Wireless	03/15/2024	Bank Draft	0.00	1,465.85	DFT0003231
18163	Wex Bank	03/15/2024	Bank Draft	0.00	1,080.87	DFT0003232
00768	MissionSquare Retirement- 302617	03/08/2024	Bank Draft	0.00	4,925.06	DFT0003234
00266	I.R.S.	03/22/2024	Bank Draft	0.00	12,742.71	DFT0003235
00266	I.R.S.	03/22/2024	Bank Draft	0.00	3,016.58	DFT0003236
00267	Employment Development Dept.	03/22/2024	Bank Draft	0.00	5,079.09	DFT0003237
00266	I.R.S.	03/22/2024	Bank Draft	0.00	273.40	DFT0003238
00256	PERS Retirement	03/18/2024	Bank Draft	0.00	18,890.08	DFT0003239
00758	FedEx	03/28/2024	Bank Draft	0.00	88.68	DFT0003240
00277	Home Depot Credit Services	03/28/2024	Bank Draft	0.00	36.87	DFT0003241
00282	PG&E	03/28/2024	Bank Draft	0.00	3,196.90	DFT0003242
18737	U.S. Bank Equipment Finance	03/28/2024	Bank Draft	0.00	871.81	DFT0003243
00221	Verizon Wireless	03/28/2024	Bank Draft	0.00	1,288.77	DFT0003244
18163	Wex Bank	03/28/2024	Bank Draft	0.00	297.79	DFT0003245
00766	Standard Insurance Company	03/27/2024	Bank Draft	0.00	1,453.81	DFT0003246
00768	MissionSquare Retirement- 302617	03/22/2024	Bank Draft	0.00	4,925.06	DFT0003265
06746	POSTMASTER	03/15/2024	Bank Draft	0.00	1,872.00	DFT0003266

Payment Type	Bank Code APBNK		Summary	
	Payable Count	Payment Count	Discount	Payment
Regular Checks	3	3	0.00	1,972.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-1,872.00
Bank Drafts	45	30	0.00	142,862.14
EFT's	0	0	0.00	0.00
Virtual Payments	197	101	0.00	2,091,990.12
	245	135	0.00	2,234,952.26

My Check Report

Date Range: 03/01/2024 - 03/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: REBATES-02-Rebates: Use Only For Rebates						
26328	Adam Rust	03/20/2024	Virtual Payment	0.00	500.00	APA004272
26338	Addison Church	03/20/2024	Virtual Payment	0.00	500.00	APA004273
19863	Alan Mah	03/20/2024	Virtual Payment	0.00	75.00	APA004274
26322	Aliya Amir	03/20/2024	Virtual Payment	0.00	473.00	APA004275
26359	Allene Perry	03/20/2024	Virtual Payment	0.00	125.00	APA004276
26364	Andrew B Lipsig	03/20/2024	Virtual Payment	0.00	125.00	APA004277
26353	Andrew Cahill	03/20/2024	Virtual Payment	0.00	500.00	APA004278
26345	Bertha Margarita Morales Ramirez	03/20/2024	Virtual Payment	0.00	500.00	APA004279
26348	Charles Wallace	03/20/2024	Virtual Payment	0.00	500.00	APA004280
26380	David Mitchell	03/20/2024	Virtual Payment	0.00	375.00	APA004281
26366	David R Gross	03/20/2024	Virtual Payment	0.00	125.00	APA004282
26368	David S Cohick	03/20/2024	Virtual Payment	0.00	125.00	APA004283
26317	David Waite	03/20/2024	Virtual Payment	0.00	500.00	APA004284
26343	Dawn Wood	03/20/2024	Virtual Payment	0.00	500.00	APA004285
26349	Deborah Hsu	03/20/2024	Virtual Payment	0.00	500.00	APA004286
26357	Dennis Deis	03/20/2024	Virtual Payment	0.00	125.00	APA004287
26337	Diana Alvarez-Ward	03/20/2024	Virtual Payment	0.00	500.00	APA004288
26373	Douglas Westphal	03/20/2024	Virtual Payment	0.00	275.00	APA004289
26376	Edward Perry	03/20/2024	Virtual Payment	0.00	200.00	APA004290
26321	Gayle Uyeda	03/20/2024	Virtual Payment	0.00	500.00	APA004291
26365	Gene Kofman	03/20/2024	Virtual Payment	0.00	125.00	APA004292
26369	Giuseppe Savona	03/20/2024	Virtual Payment	0.00	498.00	APA004293
26382	Glendora Trestler	03/20/2024	Virtual Payment	0.00	125.00	APA004294
26352	Harbinder Gill	03/20/2024	Virtual Payment	0.00	500.00	APA004295
26351	Henry Templeman	03/20/2024	Virtual Payment	0.00	500.00	APA004296
26326	James H Singleton Jr	03/20/2024	Virtual Payment	0.00	500.00	APA004297
26316	Jamie Housman	03/20/2024	Virtual Payment	0.00	500.00	APA004298
26378	Jeannie Frank-Bergquist	03/20/2024	Virtual Payment	0.00	75.00	APA004299
26356	Jeffrey Ogden	03/20/2024	Virtual Payment	0.00	500.00	APA004300
26367	Jennifer Godinez	03/20/2024	Virtual Payment	0.00	125.00	APA004301
26361	John Rinderknecht	03/20/2024	Virtual Payment	0.00	125.00	APA004302
26360	Joseph Palmerini	03/20/2024	Virtual Payment	0.00	125.00	APA004303
26335	Joseph Young	03/20/2024	Virtual Payment	0.00	500.00	APA004304
26332	Julia Brandt	03/20/2024	Virtual Payment	0.00	500.00	APA004305
26354	Julio Acosta	03/20/2024	Virtual Payment	0.00	500.00	APA004306
26329	Katherine Hulbrock	03/20/2024	Virtual Payment	0.00	500.00	APA004307
26330	Kathleen Eckerson	03/20/2024	Virtual Payment	0.00	500.00	APA004308
26333	Kathleen Pratt	03/20/2024	Virtual Payment	0.00	500.00	APA004309
26358	Kathy Johnson	03/20/2024	Virtual Payment	0.00	125.00	APA004310
26375	Kevin Gilman	03/20/2024	Virtual Payment	0.00	149.00	APA004311
26363	Kimberly Laplante	03/20/2024	Virtual Payment	0.00	125.00	APA004312
26172	Laila Mahroom	03/20/2024	Virtual Payment	0.00	150.00	APA004313
26372	Larry Wheaton	03/20/2024	Virtual Payment	0.00	200.00	APA004314
26342	Les Moro	03/20/2024	Virtual Payment	0.00	500.00	APA004315
26370	Lucas Ingram	03/20/2024	Virtual Payment	0.00	359.00	APA004316
26336	Lupe Sanchez	03/20/2024	Virtual Payment	0.00	500.00	APA004317
26320	Mahendra Poudel	03/20/2024	Virtual Payment	0.00	500.00	APA004318
26340	Maria Penedo	03/20/2024	Virtual Payment	0.00	500.00	APA004319
21022	Mark Jenkins	03/20/2024	Virtual Payment	0.00	500.00	APA004320
26381	Masood Ghasemain	03/20/2024	Virtual Payment	0.00	250.00	APA004321
26350	Michael Stark	03/20/2024	Virtual Payment	0.00	500.00	APA004322
26362	Michele Stewart	03/20/2024	Virtual Payment	0.00	125.00	APA004323
26371	Miguel Tirado	03/20/2024	Virtual Payment	0.00	400.00	APA004324
26339	Nayomi Monge Corres	03/20/2024	Virtual Payment	0.00	500.00	APA004325
26347	Pedro Alberto Ribeiro Santos	03/20/2024	Virtual Payment	0.00	500.00	APA004326
26331	Richard Stowers	03/20/2024	Virtual Payment	0.00	500.00	APA004327
26327	Richard Tuscany	03/20/2024	Virtual Payment	0.00	500.00	APA004328
26323	Rita Boberg	03/20/2024	Virtual Payment	0.00	500.00	APA004329
26319	Robert Matthews	03/20/2024	Virtual Payment	0.00	500.00	APA004330
26344	Robert Watt	03/20/2024	Virtual Payment	0.00	500.00	APA004331

My Check Report

Date Range: 03/01/2024 - 03/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
26334	Rosey Singh	03/20/2024	Virtual Payment	0.00	500.00	APA004332
19421	Shaunna Murray	03/20/2024	Virtual Payment	0.00	150.00	APA004333
26383	Stella Flores	03/20/2024	Virtual Payment	0.00	375.00	APA004334
26379	Stephanie DaSilva	03/20/2024	Virtual Payment	0.00	75.00	APA004335
26346	Steve Eichner	03/20/2024	Virtual Payment	0.00	500.00	APA004336
26341	Steven M. Jacobson	03/20/2024	Virtual Payment	0.00	500.00	APA004337
26374	Therese Beauclair	03/20/2024	Virtual Payment	0.00	200.00	APA004338
26377	Thomas Schnader	03/20/2024	Virtual Payment	0.00	200.00	APA004339
04687	TIM DAVID	03/20/2024	Virtual Payment	0.00	274.00	APA004340
26324	Valerie Hollingsworth	03/20/2024	Virtual Payment	0.00	500.00	APA004341
26355	Wan Hee Kim	03/20/2024	Virtual Payment	0.00	500.00	APA004342
26142	Yusun Jung	03/20/2024	Virtual Payment	0.00	625.00	APA004343
26437	Alan Bienenfeld	03/20/2024	Virtual Payment	0.00	500.00	APA004344
21315	Angela Corah	03/20/2024	Virtual Payment	0.00	125.00	APA004345
26434	Angelo Tringali	03/20/2024	Virtual Payment	0.00	500.00	APA004346
26435	Arturo J. Fernandez	03/20/2024	Virtual Payment	0.00	500.00	APA004347
15887	CARLOS QUINTANA	03/20/2024	Virtual Payment	0.00	125.00	APA004348
26467	Carmel Arts Assn	03/20/2024	Virtual Payment	0.00	125.00	APA004349
26433	Charles Vanghn	03/20/2024	Virtual Payment	0.00	500.00	APA004350
26436	Christopher Ngov	03/20/2024	Virtual Payment	0.00	500.00	APA004351
26470	Dan Rhodes	03/20/2024	Virtual Payment	0.00	200.00	APA004352
25745	Deidre Sullivan	03/20/2024	Virtual Payment	0.00	215.00	APA004353
26474	Dennis O'Brien	03/20/2024	Virtual Payment	0.00	75.00	APA004354
26475	Dolores Silveira	03/20/2024	Virtual Payment	0.00	150.00	APA004355
26459	Douglas Harris	03/20/2024	Virtual Payment	0.00	125.00	APA004356
22155	Frank Graziano	03/20/2024	Virtual Payment	0.00	75.00	APA004357
26464	Helen Chordas Froissart	03/20/2024	Virtual Payment	0.00	125.00	APA004358
26460	James Bryant	03/20/2024	Virtual Payment	0.00	125.00	APA004359
26461	James Keough	03/20/2024	Virtual Payment	0.00	125.00	APA004360
26450	James Reid	03/20/2024	Virtual Payment	0.00	500.00	APA004361
26476	Jeanette Campbell	03/20/2024	Virtual Payment	0.00	75.00	APA004362
26455	John Bruno	03/20/2024	Virtual Payment	0.00	450.00	APA004363
26452	Jose Olmo	03/20/2024	Virtual Payment	0.00	498.00	APA004364
26471	Katherine Reader	03/20/2024	Virtual Payment	0.00	200.00	APA004365
26443	Lada Kratky	03/20/2024	Virtual Payment	0.00	500.00	APA004366
26473	Laura Miller	03/20/2024	Virtual Payment	0.00	75.00	APA004367
26466	Louis Panellta	03/20/2024	Virtual Payment	0.00	125.00	APA004368
26445	Maria Salmeron	03/20/2024	Virtual Payment	0.00	500.00	APA004369
26451	Mark & Kathy Travaille	03/20/2024	Virtual Payment	0.00	500.00	APA004370
26447	Mark Hedberg	03/20/2024	Virtual Payment	0.00	500.00	APA004371
26448	Masood Ghasemian	03/20/2024	Virtual Payment	0.00	500.00	APA004372
26478	Melissa Rivera	03/20/2024	Virtual Payment	0.00	75.00	APA004373
26438	Myrna Thorson	03/20/2024	Virtual Payment	0.00	500.00	APA004374
26462	Pamela Hopkins	03/20/2024	Virtual Payment	0.00	125.00	APA004375
26442	Patricia B Handler	03/20/2024	Virtual Payment	0.00	500.00	APA004376
26439	Patricia Martinez	03/20/2024	Virtual Payment	0.00	500.00	APA004377
26479	Ponciano Hernandez Rodriguez	03/20/2024	Virtual Payment	0.00	125.00	APA004378
26469	Rene Torrado	03/20/2024	Virtual Payment	0.00	200.00	APA004379
26463	Richard Hartman	03/20/2024	Virtual Payment	0.00	125.00	APA004380
26472	Robert Hoag	03/20/2024	Virtual Payment	0.00	200.00	APA004381
26477	Roger Denk	03/20/2024	Virtual Payment	0.00	225.00	APA004382
26458	Sam Farr	03/20/2024	Virtual Payment	0.00	125.00	APA004383
26446	Shannon Norton	03/20/2024	Virtual Payment	0.00	500.00	APA004384
26444	Sharon Michaels	03/20/2024	Virtual Payment	0.00	500.00	APA004385
26465	Shirlee B Smith	03/20/2024	Virtual Payment	0.00	125.00	APA004386
26449	Smilia Keri	03/20/2024	Virtual Payment	0.00	500.00	APA004387
25737	Soe Aung	03/20/2024	Virtual Payment	0.00	200.00	APA004388
04327	STEPHANIE STRELOW	03/20/2024	Virtual Payment	0.00	500.00	APA004389
26179	Steven Hughes	03/20/2024	Virtual Payment	0.00	150.00	APA004390
26456	Suzanne Walton	03/20/2024	Virtual Payment	0.00	125.00	APA004391
26457	Todd Donovan Jones LLC	03/20/2024	Virtual Payment	0.00	125.00	APA004392

My Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
26468	Trish Beauchamp	03/20/2024	Virtual Payment	0.00	200.00	APA004393
26440	Viveca Lohr	03/20/2024	Virtual Payment	0.00	500.00	APA004394
26454	William F. Gilly	03/20/2024	Virtual Payment	0.00	500.00	APA004395
26441	Wren Winston	03/20/2024	Virtual Payment	0.00	500.00	APA004396
26432	Yoe Kageyama	03/20/2024	Virtual Payment	0.00	500.00	APA004397

Bank Code REBATES-02 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	0	0	0.00	0.00
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
Virtual Payments	126	126	0.00	42,641.00
	126	126	0.00	42,641.00

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	3	3	0.00	1,972.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-1,872.00
Bank Drafts	45	30	0.00	142,862.14
EFT's	0	0	0.00	0.00
Virtual Payments	323	227	0.00	2,134,631.12
	371	261	0.00	2,277,593.26

Fund Summary

Fund	Name	Period	Amount
99	POOL CASH FUND	3/2024	2,277,593.26
			2,277,593.26



MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE MONTH MARCH 31, 2024

	Mitigation	Conservation	Water Supply	Current Period Activity	Current FY Year-to-Date Actual	Current FY Annual Budget	Prior FY Year-to-Date Actual
REVENUES							
Property taxes	\$ -	\$ -	\$ -	\$ -	\$ 1,503,617	\$ 2,600,000	\$ 1,429,959
Water supply charge			-	-	1,859,305	3,400,000	2,022,764
User fees	339,452	127,989	76,092	543,533	4,667,046	6,000,000	3,862,124
PWM Water Sales			-	-	9,917,331	13,275,500	11,149,051
Capacity fees			42,383	42,383	762,646	500,000	280,635
Permit fees	-	26,169		26,169	177,899	1,273,000	153,957
Investment income	-	-	-	-	316,289	150,000	154,139
Miscellaneous	102	99	108	310	8,082	15,000	14,331
Sub-total district revenues	339,555	154,257	118,583	612,395	19,212,216	27,213,500	19,066,960
Project reimbursements	4,446	-	-	4,446	590,377	1,251,200	2,008,498
Legal fee reimbursements		150		150	11,084	16,000	3,150
Grants	-	-	-	-	188,195	10,840,000	458,949
Recording fees		6,270		6,270	43,780	85,000	23,441
Sub-total reimbursements	4,446	6,420	-	10,866	833,436	12,192,200	2,494,039
From Reserves	-	-	-	-	-	2,067,550	-
Total revenues	344,001	160,677	118,583	623,261	20,045,651	41,473,250	21,560,999
EXPENDITURES							
Personnel:							
Salaries	74,553	47,264	92,996	214,813	2,193,504	3,147,800	1,984,551
Retirement	7,450	4,758	9,155	21,363	708,425	820,700	704,004
Unemployment Compensation	-	-	-	-	-	10,100	-
Auto Allowance	92	92	277	462	4,269	6,000	4,292
Deferred Compensation	165	165	495	825	7,828	10,700	7,228
Temporary Personnel	-	-	-	-	13,949	10,000	6,264
Workers Comp. Ins.	3,125	261	2,245	5,631	55,948	56,600	53,158
Employee Insurance	17,952	12,758	19,181	49,891	414,615	583,700	391,953
Medicare & FICA Taxes	1,127	722	1,582	3,430	32,500	49,500	33,352
Personnel Recruitment	115	19	21	155	1,936	8,000	513
Other benefits	66	64	70	200	1,984	2,000	1,578
Staff Development	87	1,359	92	1,539	7,315	26,400	7,408
Sub-total personnel costs	104,733	67,463	126,114	298,310	3,442,274	4,731,500	3,194,301
Services & Supplies:							
Board Member Comp	624	624	643	1,890	19,845	37,000	24,030
Board Expenses	442	395	446	1,283	9,070	8,000	4,906
Rent	415	403	440	1,258	17,244	26,300	17,964
Utilities	1,205	1,169	1,278	3,652	29,069	33,200	26,191
Telephone	665	367	131	1,163	43,327	47,000	35,640
Facility Maintenance	5,451	5,286	5,782	16,520	44,281	55,100	27,065
Bank Charges	259	251	275	785	9,077	25,100	11,440
Office Supplies	158	217	167	542	11,623	24,200	28,861
Courier Expense	172	166	182	520	5,397	7,600	6,445
Postage & Shipping	618	599	655	1,872	4,066	7,500	3,234
Equipment Lease	876	555	705	2,136	9,058	13,100	9,058
Equip. Repairs & Maintenance	-	-	-	-	4,722	5,100	3,031
Photocopy Expense	-	-	-	-	-	-	-
Printing/Duplicating/Binding	-	-	-	-	1,335	-	-
IT Supplies/Services	7,670	7,372	8,133	23,175	262,568	280,000	248,371
Operating Supplies	117	12	28	156	16,649	21,200	4,734
Legal Services	-	-	5,171	5,171	251,041	400,000	237,394
Professional Fees	15,485	15,016	16,423	46,924	291,293	455,100	227,669



MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
 STATEMENT OF REVENUES AND EXPENDITURES
 FOR THE MONTH MARCH 31, 2024

	<u>Mitigation</u>	<u>Conservation</u>	<u>Water Supply</u>	<u>Current Period Activity</u>	<u>Current FY Year-to-Date Actual</u>	<u>Current FY Annual Budget</u>	<u>Prior FY Year-to-Date Actual</u>
Transportation	940	-	281	1,220	30,373	31,000	24,035
Travel	234	249	344	826	7,286	19,500	17,924
Meeting Expenses	272	151	165	587	5,857	19,800	14,630
Insurance	7,507	7,962	7,280	22,750	204,794	273,000	130,038
Legal Notices	-	-	-	-	-	2,600	231
Membership Dues	-	-	-	-	36,360	41,200	46,518
Public Outreach	-	-	-	-	2,655	3,100	1,060
Assessors Administration Fee	-	-	-	-	-	34,000	-
Miscellaneous	-	-	75	75	462	3,200	393
Sub-total services & supplies costs	43,109	40,793	48,603	132,504	1,317,451	1,872,900	1,150,860
Project expenditures	14,098	34,134	113,080	161,312	9,991,426	30,470,958	13,679,021
Fixed assets	-	-	-	-	80,701	246,000	325,826
Contingencies	-	-	-	-	-	50,536	-
Election costs	-	-	-	-	-	-	-
Debt service: Principal	-	-	-	-	-	-	-
Debt service: Interest	-	-	-	-	-	-	49,009
Flood drought reserve	-	-	-	-	-	171,056	-
Capital equipment reserve	-	-	-	-	-	330,300	-
General fund balance	-	-	-	-	-	-	270
Water Supply Charge reserve	-	-	-	-	1,859,305	3,400,000	-
Pension reserve	-	-	-	-	-	100,000	-
OPEB reserve	-	-	-	-	-	100,000	-
Sub-total other	14,098	34,134	113,080	161,312	11,931,432	34,868,850	14,054,126
Total expenditures	161,939	142,390	287,797	592,126	16,691,157	41,473,250	18,399,287
Excess (Deficiency) of revenues over expenditures	\$ 182,062	\$ 18,287	\$ (169,214)	\$ 31,135	\$ 3,354,494	\$ -	\$ 3,161,712

connection charges are anticipated to track the revised budget due to additional fees related to new projects.

- Interest revenues were \$316,289, or 281.1% of the budget for the period. Actual interest was higher than budgeted due to higher interest rate revenue from the District's investment portfolio.
- Reimbursements were \$645,240 or 63.6% of the YTD budget based on actual spending and collection of reimbursement project funds. Actuals are lower due to pending reimbursements from Aquifer Recovery & Storage (ASR) operations and Cal-am conservation rebates, pending the adoption of their rate case.
- Grant revenue was \$188,195, or 2.3% of the budget. This is due to grant-funded projects being deferred and continued to subsequent quarters. The District is expecting reimbursements of at least \$1,266,044 for this fiscal year that will be recorded as funds are received.
- The Other revenue category totaled \$6,879 or about 61.1% of the budgeted amount. This category includes insurance refunds, miscellaneous reimbursements, and other miscellaneous services. Actual collections were higher than anticipated.
- The Reserves category includes potential use of reserves during the fiscal year for which adjustments will be made at the end of the fiscal year.

EXPENDITURES

Expenditure activity as depicted in the expenditure table is similar to patterns seen in past fiscal years. Total expenditure of \$16,691,157 was about 53.7% of the budgeted amount of \$31,104,938 for the period. Variances within the individual expenditure categories are described below:

- Personnel costs of \$3,442,274 were about 97.0% of the revised budget. This is tracking the YTD budget for the fiscal year.
- Expenditures for supplies and services were \$1,317,451 or about 93.8% of the budgeted amount. This was lower than the anticipated budget due to expenses for consulting services being lower than anticipated.
- Fixed assets purchases of \$80,701 represented around 43.7% of the budgeted amount. This was due to some of the fixed asset purchases being deferred to the next year.
- Funds spent for project expenditures were \$9,991,426, or approximately 43.7% of the amount budgeted for the period. This is lower than budgeted due to deferred project spending for larger projects such as Pure Water Monterey Expansion and Integrated Resource Water Management (IRWM). This line also includes water purchased from Monterey One Water which is tracking expected budget.
- The contingency budget has not been spent so far.
- There are no Reserve expenditures in the first three quarters of the fiscal year. Reserve adjustments will be made at the conclusion of the fiscal year.

EXHIBITS

- 3-A** Revenue and Expenditure Table
- 3-B** Revenue Graph
- 3-C** Expenditure Graph

**Monterey Peninsula Water Management District
Financial Activity as of March 31, 2024
Fiscal Year 2023-2024**

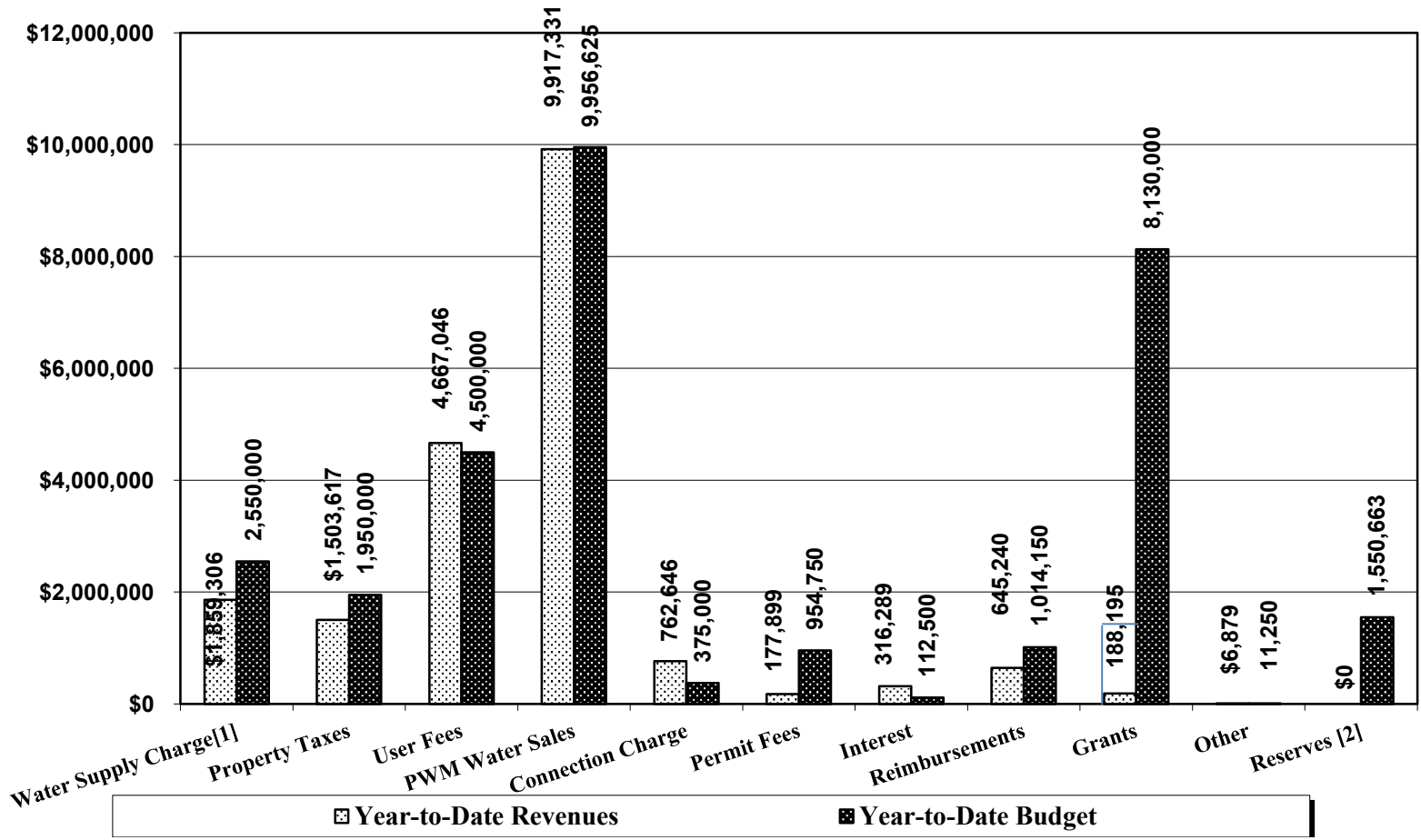
	Year-to-Date <u>Revenues</u>	Year-to-Date <u>Budget</u>	<u>Variance</u>	Percent of <u>Budget</u>
Water Supply Charge[1]	\$1,859,306	2,550,000	690,694	72.9%
Property Taxes	\$ 1,503,617	1,950,000	446,383	77.1%
User Fees	4,667,046	4,500,000	(167,046)	103.7%
PWM Water Sales	9,917,331	9,956,625	39,294	99.6%
Connection Charge	762,646	375,000	(387,646)	203.4%
Permit Fees	177,899	954,750	776,851	18.6%
Interest	316,289	112,500	(203,789)	281.1%
Reimbursements	645,240	1,014,150	368,910	63.6%
Grants	188,195	8,130,000	7,941,805	2.3%
Other	\$6,879	11,250	4,371	61.1%
Reserves [2]	\$0	1,550,663	\$1,550,663	0.0%
Total Revenues	<u>\$20,044,449</u>	<u>\$31,104,938</u>	<u>\$11,060,489</u>	<u>64.4%</u>

	Year-to-Date <u>Expenditures</u>	Year-to-Date <u>Budget</u>	<u>Variance</u>	Percent of <u>Budget</u>
Personnel	3,442,274	3,548,625	106,351	97.0%
Supplies & Services	1,317,451	1,404,675	87,224	93.8%
Fixed Assets	80,701	184,500	103,799	43.7%
Project Expenditures	9,991,426	22,853,219	12,861,792	43.7%
Contingencies/Other	-	37,902	37,902	0.0%
Reserves [2]	1,859,305	3,076,017	1,216,712	60.4%
Total Expenditures	<u>\$16,691,157</u>	<u>\$31,104,938</u>	<u>\$14,413,781</u>	<u>53.7%</u>

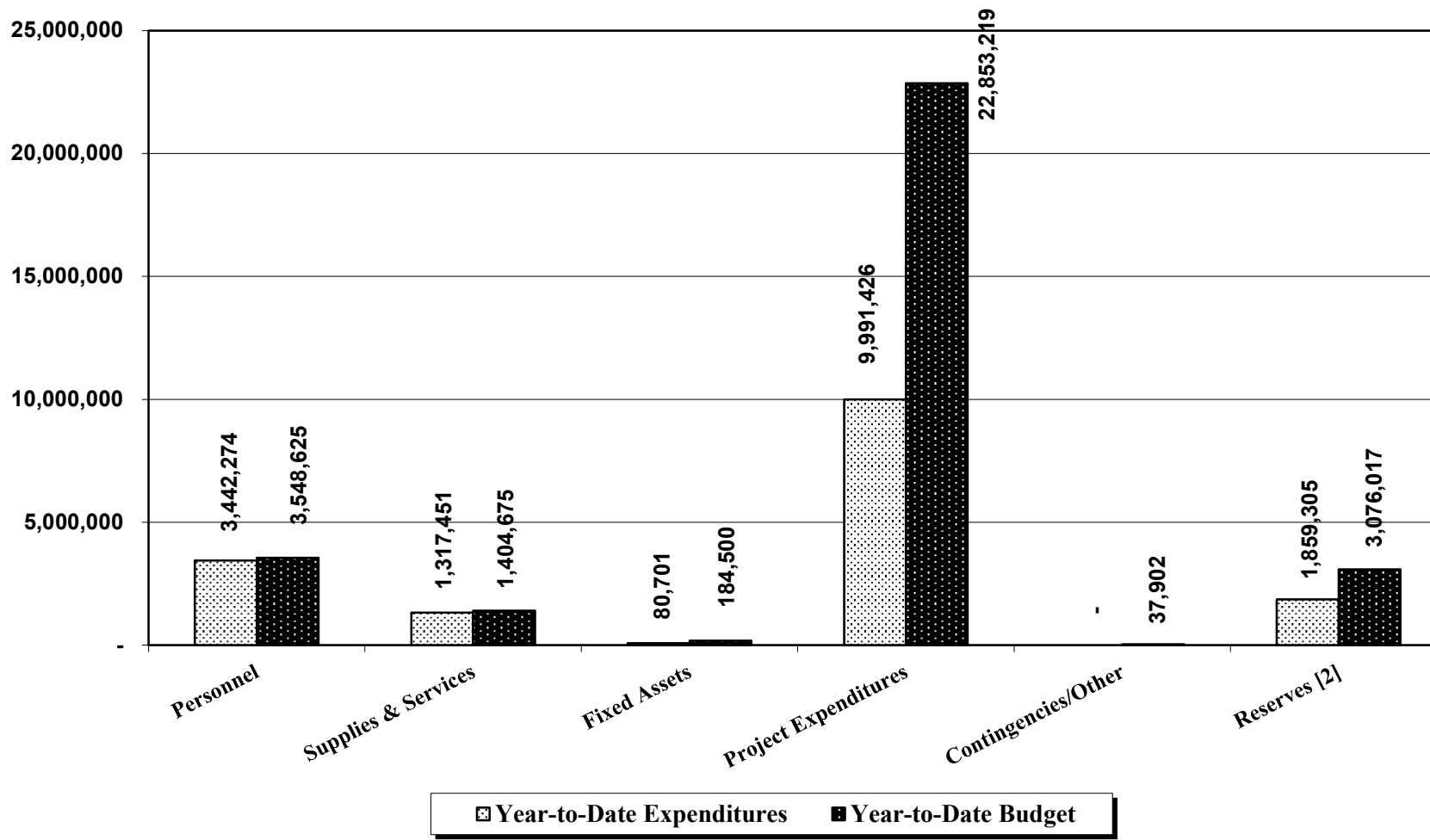
[1] Recorded in the Water Supply Charge (WSC) reserve

[2] Includes reserves for capital equipment, pension, OPEB, and WSC reserve

REVENUES
Fiscal Year Ended March 31, 2024
 Year-to-Date Actual Revenues \$20.04 M
 Year-to-Date Budgeted Revenues \$31.11 M



EXPENDITURES
Fiscal Year Ended March 31, 2024
Year-to-Date Actual Expenditures \$16.69 M
Year-to-Date Budgeted Expenditures \$31.11 M



FINANCE AND ADMINISTRATION COMMITTEE**ITEM: ACTION ITEM****4. CONSIDER APPROVAL OF THE THIRD QUARTER FISCAL YEAR 2023-2024 INVESTMENT REPORT****Meeting Date:** May 13, 2024 **Budgeted:** N/A**From:** David J. Stoldt,
General Manager **Program/** N/A
Line Item No.:**Prepared By:** Nishil Bali **Cost Estimate:** N/A**General Counsel Review:** N/A**Committee Recommendation:** The Finance and Administration Committee considered this item on May 13, 2024 and recommended _____.**CEQA Compliance:** This action does not constitute a project as defined by the California Environmental Quality Act Guidelines Section 15378.

SUMMARY: The District's investment policy requires that each quarter the Board of Directors receive and approve a report on investments held by the District. **Exhibit 4-A** is the report for the quarter ending March 31, 2024. District staff has determined that these investments do include sufficient liquid funds to meet anticipated expenditures for the next six months and that this portfolio is in compliance with the current District investment policy. This portfolio is also in compliance with the California Government Code and the permitted investments of Monterey County.

RECOMMENDATION: The Finance and Administration Committee should recommend that the Board approve the Third Quarter Fiscal Year 2023-2024 Investment Report.

EXHIBIT**4-A** Investment Report as of March 31, 2024

**MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
INVESTMENT REPORT AS OF MARCH 31, 2024**

MPWMD

Issuing Institution Security Description	Purchase Date	Maturity Date	Cost Basis	Par Value	Market Value	Annual Rate of Return	Portfolio Distribution
Local Agency Investment Fund[1]			\$12,346,209	\$12,346,209	\$12,346,209	4.23%	47.43%
Bank of America:							
Money Market			717,615	717,615	717,615	0.00%	
Checking			3,968,114	3,968,114	3,968,114	0.00%	
			<u>\$4,685,729</u>	<u>\$4,685,729</u>	<u>\$4,685,729</u>	0.00%	18.00%
Multi-Bank Securities Cash Account			119,985	119,985	\$119,985	0.00%	
Multi-Securities Bank Securities:							
Interest Bearing Certificate of Deposit	10/27/2023	10/27/2026	250,000	250,000	253,785	5.50%	
Interest Bearing Certificate of Deposit	3/31/2023	9/30/2024	250,000	250,000	250,070	5.50%	
Interest Bearing Certificate of Deposit	3/27/2023	3/27/2025	250,000	250,000	250,663	5.45%	
Interest Bearing Certificate of Deposit	4/12/2023	4/12/2024	250,000	250,000	250,000	5.35%	
Interest Bearing Certificate of Deposit	4/4/2023	4/4/2025	250,000	250,000	249,623	5.05%	
Interest Bearing Certificate of Deposit	11/29/2023	5/29/2026	250,000	250,000	250,513	5.05%	
Interest Bearing Certificate of Deposit	7/26/2023	7/26/2028	250,000	250,000	254,553	5.00%	
Interest Bearing Certificate of Deposit	5/30/2023	5/29/2026	250,000	250,000	250,380	5.00%	
Interest Bearing Certificate of Deposit	7/26/2023	7/26/2028	250,000	250,000	254,553	5.00%	
Interest Bearing Certificate of Deposit	12/8/2023	12/8/2027	250,000	250,000	253,018	5.00%	
Interest Bearing Certificate of Deposit	8/22/2023	8/22/2028	250,000	250,000	253,703	4.90%	
Interest Bearing Certificate of Deposit	12/7/2022	12/9/2024	250,000	250,000	249,390	4.90%	
Interest Bearing Certificate of Deposit	3/23/2023	3/23/2028	250,000	250,000	252,845	4.90%	
Interest Bearing Certificate of Deposit	3/28/2024	3/29/2027	249,000	249,000	248,821	4.75%	
Interest Bearing Certificate of Deposit	2/10/2023	2/10/2028	250,000	250,000	247,088	4.25%	
Interest Bearing Certificate of Deposit	1/29/2024	1/29/2029	249,000	249,000	244,874	4.10%	
Interest Bearing Certificate of Deposit	9/30/2022	9/30/2027	250,000	250,000	244,640	4.00%	
Interest Bearing Certificate of Deposit	9/15/2022	9/15/2027	250,000	250,000	241,463	3.60%	
Interest Bearing Certificate of Deposit	7/12/2022	7/12/2027	245,000	245,000	234,987	3.35%	
Interest Bearing Certificate of Deposit	5/12/2022	5/12/2027	250,000	250,000	238,975	3.20%	
Interest Bearing Certificate of Deposit	5/11/2022	5/11/2027	250,000	250,000	237,925	3.05%	
Interest Bearing Certificate of Deposit	3/4/2022	9/4/2025	250,000	250,000	238,965	1.75%	
Interest Bearing Certificate of Deposit	3/30/2020	3/31/2025	248,000	248,000	239,769	1.60%	
Interest Bearing Certificate of Deposit	1/11/2022	1/7/2027	250,000	250,000	229,035	1.50%	
Interest Bearing Certificate of Deposit	3/13/2020	3/13/2025	249,000	249,000	240,385	1.25%	
Interest Bearing Certificate of Deposit	10/27/2021	10/27/2026	250,000	250,000	227,428	1.05%	
Interest Bearing Certificate of Deposit	7/15/2021	7/14/2026	250,000	250,000	229,485	1.00%	
Interest Bearing Certificate of Deposit	7/22/2021	7/22/2026	250,000	250,000	229,048	0.95%	
Interest Bearing Certificate of Deposit	6/16/2021	6/16/2026	249,000	249,000	228,515	0.90%	
Interest Bearing Certificate of Deposit	11/30/2021	11/29/2024	250,000	250,000	243,423	0.85%	
Interest Bearing Certificate of Deposit	10/29/2021	4/29/2024	250,000	250,000	249,640	0.60%	
Interest Bearing Certificate of Deposit	9/22/2020	9/22/2025	249,000	249,000	233,602	0.55%	
Interest Bearing Certificate of Deposit	9/30/2020	9/30/2024	249,000	249,000	243,505	0.40%	
			<u>\$8,237,000</u>	<u>\$8,237,000</u>	<u>\$8,044,661</u>	3.263%	31.65%
Multi-Securities Bank Securities:							
U.S. Government Bonds	2/25/2021	2/25/2026	390,000	390,000	359,588	0.70%	
U.S. Government Bonds	3/10/2022	03/10/27	250,000	250,000	233,765	2.50%	
			<u>640,000</u>	<u>640,000</u>	<u>593,353</u>	1.40%	2.46%
TOTAL MPWMD			<u>\$26,028,923</u>	<u>\$26,028,923</u>	<u>\$25,789,937</u>	<u>2.046%</u>	

CAWD/PBCSD WASTEWATER RECLAMATION PROJECT

Issuing Institution Security Description	Purchase Date	Maturity Date	Cost Basis	Par Value	Market Value	Annual Rate of Return	Portfolio Distribution
Bank of America:							
Money Market Fund			191,196	191,196	\$191,196	0.000%	100.00%
TOTAL WASTEWATER RECLAMATION PROJECT			<u>\$191,196</u>	<u>\$191,196</u>	<u>\$191,196</u>	<u>0.000%</u>	

These investments do include sufficient liquid funds to meet anticipated expenditures for the next six months as reflected in the FY 2023-2024 annual budget.

[1] Includes Pooled Money Investment Account Average Monthly Effective Yield

FINANCE AND ADMINISTRATION COMMITTEE

ITEM: ACTION ITEM

5. CONSIDER RENEWAL OF CONTRACT WITH JEA & ASSOCIATES FOR LEGISLATIVE AND ADMINISTRATIVE SERVICES

Meeting Date:	May 13, 2023	Budgeted:	Yes
From:	David J. Stoldt, General Manager	Program/ Line Item No.:	Consultants XX-01-774000
Prepared By:	David J. Stoldt	Cost Estimate:	\$54,000 Annually

General Counsel Review: N/A

Committee Recommendation: The Finance and Administration Committee reviewed this item on May 13, 2024, and recommended _____.

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

SUMMARY: JEA and Associates (JEA) has worked with Monterey Peninsula Water Management District (District) since 2009 to advance the District's interests in Sacramento on a wide variety of projects and issues.

DISCUSSION: Areas of experience provided by JEA in the past include:

- We have worked closely and developed strong relationships with our delegation, including Senator Laird and Assemblymember Addis, but also Speaker Rivas and Senator Caballero regionally. Not only does JEA have good personal relationships with these legislators, but also with their Capitol and District staff. JEA has consistently utilized these relationships, and previously Mark Stone and Bill Monning, on behalf of MPWMD over the many years.
- JEA has represented MPWMD in weekly ACWA advocacy meetings, got appointed to ACWA's Bond Working Group, which resulted in shaping some of ACWA's requests for the recent water bond proposals.
- JEA maintains a productive and supportive relationship with ACWA and works closely on coalition efforts on various pieces of legislation and budget items. This helps raise the District's and the General Manager's stature with ACWA.
- JEA has been helpful in facilitating discussions in regards to MPWMD's Cease and Desist Order Condition 2 issue, including but not limited to meetings with SWRCB staff. They also helped with previous District "water for housing" inquiries with Senate Housing Committee consultants and the Department of Housing and Community Development deputies.

- JEA has worked closely with MPWMD on possible special legislation related to its LAFCO situation. This included numerous meetings and conversations with Senator Laird’s senior consultants, internal strategy discussions, and coordinating with Legislative Counsel on legislative language.
- JEA has communicated regularly with MPWMD’s legislative delegation on MPWMD issues and bill positions – coordinating calls or meetings with senior staff. Also, monitors and reports out regional water legislation.
- Regularly forwards and discusses potential funding opportunities, including drafting extensive memos on available grants/funding.
- Monitors and tracks over 60 bills a year and draft appropriate correspondence/letters and provide testimony on behalf of MPWMD.
- Coordinate regularly in scheduling meetings in Sacramento with the General Manager and Board Members with state agencies and MPWMD’s legislation on various issues, including Cal-Am, local measures (Measure J), etc.
- Monitor and advise on new programmatic state guidelines.
- Introduced and passed SB 936 (Monning) which allowed Cal-Am and MPWMD to use water rate relief bonds to finance the acquisition and construction of infrastructure, including desal facilities, to develop new water sources. Large effort required many meetings with committee consultants and testimony at several committee hearings.

COST: JEA has proposed a retainer from \$4,500 a month for the upcoming fiscal year 2024-25. A copy of the proposed agreement is included as **Exhibit 5-A**.

RECOMMENDATION: The General Manager recommends the Finance and Administration Committee recommend that the Board approve the proposed agreement with JEA & Associates for FY 2024-25.

EXHIBIT

5-A Proposed Agreement for FY 2024-2025

DRAFT AGREEMENT

This AGREEMENT is entered into as of the date hereinafter specified by and between JEA & Associates and Monterey Peninsula Water Management District (MPWMD). WHEREAS MPWMD wishes to engage JEA & Associates to provide legislative and administrative services to MPWMD as outlined in the scope of services below.

NOW THEREFORE, the parties hereto do mutually agree to the following terms and conditions:

Scope of Services

1. JEA & Associates would propose to undertake legislative and administrative activities as directed and/or requested by the MPWMD, using our political and general experience to accomplish established goals. Specifically, working with the MPWMD on the State Water Resources Regional Control Board's (SWRCB's) Cease and Desist Order (CDO) for the California American Water (CAW) unauthorized diversions from the Carmel River and also working with the California Housing and Community Development Department (HCD) on water for housing, and other entities on this issue.
2. JEA & Associates would schedule, coordinate and participate in meetings with the Governor's Administration, the California Legislature, the HCD, the SWRCB and others in addressing key issues and concerns regarding the CDO and attend public hearings of the CPUC, the SWRCB and of other agencies as requested and directed by the MPWMD.
3. Monitor Dept. of Water Resources (DWR) and SWRCB meetings/workshops and report to the MPWMD's staff on Commission policy and funding initiatives. Closely monitor the development of program criteria for Bond funds and assist the MPWMD staff with any project applications submitted for funding.
4. Recommend to MPWMD Board/staff program and project funding strategies and assist in the execution of the strategies with the DWR and SWRCB. Work with the MPWMD Board and appropriate staff in coordinating DWR and SWRCB tours of MPWMD projects and programs. Assist MPWMD in gaining legislative support for grant and funding applications before the DWR and SWRCB.
5. Monitor Legislature's policy and budget committee hearings on water, lobby/testify on behalf of the MPWMD on program allocation and budget earmarks as directed. Organize advocacy efforts with legislative leadership and political friends of the MPWMD to insure coordination of efforts on behalf of funding requests. Monitor and report on budget conference committee actions and advocate for budget "trailer" and/or "caboose" bill language for the MPWMD as may be required.
6. Recommend policy positions on specific pieces of legislation/budget items of importance/relevance to the MPWMD and advocate/lobby/testify on positions of the MPWMD before the Legislature, Governor's Office and any relevant state agency, board and commission. Provide copies of introduced or amended bills, committee analysis or reports and any relevant committee testimony on identified legislation/budget items. Obtain behind-the-scenes intelligence and vital information on legislative discussions/actions being contemplated by the Legislature, the Governor's Office or other interest groups.
7. Prepare and present written reports for the MPWMD as directed.

8. To enable JEA & Associates to carry out the prescribed scope of work, it is requested that the MPWMD provide our firm with technical assistance, expertise and information as may be necessary or required.
9. John Arriaga of JEA & Associates will be the principal contact from our firm and the responsible person in dealing with the MPWMD, its Board of Directors and staff as may be necessary. He will be assisted by Laurie Johnson and Erica Arriaga of the firm as may be required.

Fee Structure

JEA & Associates is prepared to provide the services as outlined in this proposal for a monthly retainer of \$4,500 a month, due & payable on the first day of each month plus chargeable expenses. This amount/retainer is based on our anticipation of the workload. We would like an understanding that should its level of activity exceed 25 hours per month on a regular basis, our firm and the MPWMD will mutually discuss any adjustments to this fee schedule as it determines the actual scope of activity and volume of work found to be required to carry out the goals of the MPWMD. Chargeable expenses include travel and work-related entertainment expenses, which shall be expressly authorized by the MPWMD prior to such expenses being incurred.

This contract will be in effect July 1, 2024. Either party may terminate this Agreement, for any reason, upon not less than 30 days of prior written notice to the other party.

Signature:

John E. Arriaga
President
JEA & Associates

Date

David Stoldt
General Manager
Monterey Peninsula Water Management District

Date

FINANCE AND ADMINISTRATION COMMITTEE

ITEM: ACTION ITEM

6. CONSIDER RENEWAL OF CONTRACT WITH THE FERGUSON GROUP FOR LEGISLATIVE AND ADMINISTRATIVE SERVICES

Meeting Date:	May 13, 2024	Budgeted:	Yes
From:	David J. Stoldt, General Manager	Program/ Line Item No.:	Consultants XX-01-774000
Prepared By:	David J. Stoldt	Cost Estimate:	\$75,600 annually

General Counsel Review: N/A

Committee Recommendation: The Finance and Administration Committee reviewed this item on May 13, 2024 and recommended _____.

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

SUMMARY: TFG has worked with Monterey Peninsula Water Management District (District) since 2015 and directly represented the District since January of 2017. During this time, TFG has worked with the District and Monterey One Water to build support for the Pure Water Monterey project as a multi-benefit, regional solution deserving of federal support that will serve as a model for other parts of California and the nation. TFG also worked with the District to advance the District's interests on a wide variety of other projects and issues. The General Manager believes the opportunities for federal assistance to advance the District's priorities remain great, and believes TFG is best positioned to continue to help the District address its policy priorities and maximize access to federal resources

DISCUSSION: Areas of experience provided by TFG in the past include:

- Successfully secured an authorization for \$20 million in water, wastewater, and water supply infrastructure assistance on the Monterey Peninsula in HR 7776, the House version of the Water Resources Development Act for 2022 (Sec. 337(a)(290)). See also Agenda Item 4.
- Assisted in advocating for an EPA WIFIA loan for the Pure Water Monterey project (approximately \$50 million in low-cost, long-term financing).
- Assisted the District and Monterey One Water in securing grant assistance through Reclamation's Title XVI water reuse program. TFG organized and participated in meetings in DC and California to advocate for Reclamation support for the project. Approximately \$30 million in grant funds have been secured to date which will reduce the cost of Pure Water Monterey water.

- Worked directly with General Manager to attempt to secure earmarks for FY 2024-25 appropriation.
- In 2018, arranged multiple meetings with Department of Interior, OMB, and legislative staff to discuss the Reclamation Title XVI project qualification criteria. Efforts resulted in Pure Water Monterey improved chance of success and eventual award of funds.
- Successfully advocated for an increase in the ceiling on Title XVI water reuse assistance from \$20 million to \$30 million. Over the last several years, the District has advocated for Congress to statutorily increase the ceiling on Title XVI assistance.
- Successfully advocated for expanded federal assistance for ecosystem restoration to create additional funding opportunities for steelhead recovery efforts on the Carmel River. The IJA included \$250 million for a new watershed restoration initiative through Reclamation, for example. The bill also includes \$100 million for multi-benefit projects that provide water supply projects that also include nature-based ecosystem restoration benefits and additional funding was provided in the measure for NMFS that may create future funding opportunities for steelhead recovery efforts.
- Successfully advocated for more funding for WaterSMART and to increase the ceiling on WaterSMART grants to \$5 million for any single project.
- In 2020, TFG timely notified the District of a California Fish Passage Forum grant opportunity for which the District applied for the Finch Creek barrier removal, but subsequently did not get awarded.
- On water conservation, the District has consistently advocated for passage of the Water Conservation Rebate Tax Parity Act that would amend federal tax law to clarify that homeowners do not need to pay income tax on rebates received from water utilities for water conservation and water runoff management improvements they have made. The measure could be added to the end of the year tax package currently under development.
- Relationship Building and Leadership – TFG has worked with the District since 2015 to enhance the District’s relationships and presence in Washington. Maintaining strong relationships with Congress and federal agencies will support District efforts to influence legislation, regulations, and policy changes of interest to the District. TFG has organized Washington meetings, both in-person and virtually, over the years, again, since 2015. TFG believes that it is important to continue these DC meetings and return to in-person meetings at least once a year going forward.
- Ongoing Tracking and Monitoring -- TFG provides the District with weekly updates on legislation, executive branch actions, and federal regulatory matters; federal water and natural resources policy developments; implementation of the infrastructure package; and grants. TFG also provides special reports on funding opportunities and policy developments of interest to the District and provides the District with a monthly report on federal legislation specifically of interest to the District. We have a standing monthly call.

- TFG provides the District with competitive grant support and, as a TFG retainer client, TFG is available to provide the District with grant writing services on a discounted basis.

COST: TFG has proposed a monthly retainer of \$6,300 a month for the upcoming fiscal year 2024-25. A copy of the proposed agreement is included as **Exhibit 6-A**.

RECOMMENDATION: The General Manager recommends the Finance and Administration Committee recommend that the Board approve the proposed agreement with TFG for FY 2024-25.

EXHIBIT

6-A Proposed Agreement for FY 2024-2025

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EXHIBIT 6-A**The Ferguson Group**

Advocacy. Consulting. Grants.



May __, 2024

Mr. David J. Stoldt
General Manager
Monterey Peninsula Water Management District
5 Harris Court, Building G
Monterey, CA 93940

RE: Letter of Agreement – July 1, 2024 – June 30, 2025

Dear Mr. Stoldt:

The Ferguson Group, LLC (TFG) is pleased to submit this letter of agreement to continue to provide Washington representation and consulting services to Monterey Peninsula Water Management District (MPWMD), as outlined in the TFG “Response to RFQ for Federal Legislative and Agency Lobbyist” services dated December 1, 2016, for the twelve-month period of July 1, 2024 through June 30, 2025. As described in the RFQ response, TFG will provide Washington representation services to MPWMD and perform such work as directed by MPWMD on a fixed fee basis, at the rate of \$6,300 per month. Among other things, TFG will continue to assist MPWMD in securing federal financial assistance, raising the visibility of the MPWMD projects, and securing congressional support for the activities of the MPWMD. Among other things, TFG will focus on securing federal assistance for the Carmel River Management Plan, including upgrading the monitoring program on the Carmel River to a full Life Cycle Monitoring Station. TFG will also assist MPWMD with scheduling and preparing for advocacy meetings with the MPWMD congressional delegation, key House and Senate Committee offices and administration officials, and perform such other tasks as directed by MPWMD.

In addition to the monthly fixed fee, MPWMD will be responsible for reimbursable expenses associated with carrying out the requested work, including long distance telephone calls, faxes, document production, overnight delivery, in-Town courier services, meals and out-of-Town travel (both pre-approved by MPWMD), and in-Town travel (taxicabs). Reimbursable expenses for the twelve-month contract period shall not exceed \$3,500, as indicated in the aforementioned RFQ response.

Either party may terminate this agreement at any time by giving the other party at least thirty (30) days prior notice, in writing, of such termination.

We greatly appreciate the opportunity to continue our work with MPWMD and look forward to a very productive year. If the terms of this letter of agreement are acceptable, please sign both originals, and return one to us at your earliest convenience.

Sincerely,

W. Roger Gwinn
CEO

ACKNOWLEDGED AND AGREED TO BY:

THE FERGUSON GROUP, LLC

MONTEREY PENINSULA WATER
MANAGEMENT DISTRICT



W. Roger Gwinn
CEO

David J. Stoldt
General Manager

05/13/2024
Date

Date

FINANCE AND ADMINISTRATION COMMITTEE

ITEM: ACTION ITEM

7. CONSIDER CONTRACT FOR PUBLIC OUTREACH SERVICES WITH WELLMANAD FOR FISCAL YEAR 2025

Meeting Date: May 13, 2024 **Budgeted:** Pending

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

Prepared By: Stephanie Locke **Cost Estimate:** \$94,500

General Counsel Review: NA

Committee Recommendation: The Public Outreach Committee reviewed this item on April 29, 2024, and recommended approval. The Administrative Committee reviewed this item on May 6, 2024, and recommended _____

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

SUMMARY: WellmanAd was hired in October 2022 to perform outreach, advertising and design services for the District. Over the past year, WellmanAD has maintained a 20,000+ email address distribution list, prepared, printed, and distributed the District's Annual Report, prepared and delivered monthly (or more frequent) email newsletters and print advertisements, has prepared a monthly branding ad for print media, has maintained the District's social media presence, prepared a District handout for the Association of California Water Agencies (ACWA) Washington D.C. visit, and has redesigned the District's website.

Staff is recommending a continued contract with WellmanAd for fiscal year 2024-25 at the same retainer (\$7,875/month). WellmanAd's contract includes a provision that it will not campaign for any candidate running for MPWMD Director. Staff recommends this requirement continue.

RECOMMENDATION: The Finance and Administration Committee should consider the draft contract and recommend approval of a fiscal year 2024-25 contract with WellmanAd for an amount not to exceed \$94,500. Funding for this item will be included in the FY 24-25 budget.

EXHIBIT

7-A Fiscal Year 2024-25 Draft Contract with WellmanAd

AGREEMENT BETWEEN
MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
AND
WELLMANAD

FOR
PUBLIC OUTREACH SERVICES
FOR FISCAL YEAR 2024-25

THIS AGREEMENT is entered into this ____ day of June 2024, by and between Phil Wellman, a sole proprietor d.b.a. WellmanAd, hereafter called "Agency," and the Monterey Peninsula Water Management District hereafter called "District".

SECTION I - SCOPE OF SERVICES

DISTRICT hereby engages Agency for services as set forth in **Exhibit A**, Scope of Work.

SECTION II – COMPENSATION

A. FEE SCHEDULE

Fees payable to Agency for services specified herein shall be in accordance with the Fee Schedule in **Exhibit B**.

B. METHOD OF PAYMENT

Payment of fees shall be documented in monthly billings submitted by Agency to District. Payments are due and payable within thirty (30) days after receipt of each invoice subject to a finding by District that work performed has been satisfactory and that payment is for the work specified in **Exhibit A**, Scope of Work. Where District finds the work to be unsatisfactory, District shall describe deficiencies in writing to Agency within ten (10) working days of receipt of invoice.

C. MAXIMUM PAYMENT

Payments to Agency for retained services rendered under this Agreement **shall not exceed \$7,875** per month without the prior written consent of the District. Out-of-pocket expenses incurred will be paid separately from retained services, but only upon presentation of documentation of the expense(s) and pre-approval of the District General Manager.

The Agency agrees to perform the services provided for in Exhibit A, 'Scope of Work' attached hereto and incorporated by reference as though fully set forth herein, provided that the Agency shall not be obligated to perform any services not described in the Scope of Work. Changed or additional services shall be subject to negotiation of a new or amended Scope of Work, Budget, and Schedule and shall be authorized by amendment to this Agreement and approved as required by law.

SECTION III - INSPECTION OF WORK

The books, papers, records and accounts of Agency or any subconsultants retained by Agency insofar as they relate to charges for services or are in any way connected with the work herein contemplated, shall be open at all reasonable times to inspection and audit by the agents and authorized representatives of the District. Said records shall be retained for a minimum of five (5) years after completion of services.

SECTION IV - OWNERSHIP OF WORK PRODUCT

All original documents, explanations of methods, maps, tables, computer programs, reports and other documents prepared under this Agreement and equipment purchased specifically for the project shall become the exclusive property of the District. Agency may retain copies for his/her own use. If, in the conduct of the work herein contemplated the Agency utilizes proprietary intellectual property, the Agency will provide to District a non-exclusive license to use such property in connection with this project.

SECTION V – TERM/TIME OF PERFORMANCE

Agency shall begin work upon the effective date of this Agreement and shall complete all tasks monthly as discussed and agreed to by the District and the Agency. Work Schedule and performance shall be consistent with the professional skill and care ordinarily provided by outreach professionals practicing in the State of California under the same or similar circumstances.

This Agreement will terminate June 30, 2025, and is subject to renewal by Agreement of the Agency and the District.

SECTION VI - RESPONSIBILITIES

- A. Agency represents that he/she has or will secure at his/her own expense all personnel, materials, and related services required to perform the services under this Agreement. Agency shall act as an independent Agency and not as an agent or employee of the District. Agency shall have exclusive and complete control over his/her employees and subconsultants and shall determine the method of performing the services hereunder.
- B. District shall provide Agency with all relevant data and information in its possession without charge.
- C. District shall coordinate and arrange for all meetings required to be held with other agencies or persons hereunder, unless otherwise specified in **Exhibit A**, Scope of Services.
- D. Agency shall be responsible for the reproduction of work produced by Agency hereunder.
- E. The officers, agents, and employees of the District shall cooperate with Agency in the performance of services under this agreement without charge to Agency. Agency agrees to use such services insofar as feasible to effectively discharge his/her obligations hereunder and further agrees to cooperate with officers, agents, and employees of the District

- F. The Agency agrees to indemnify, defend and hold harmless the officers, agents and employees of the District, from any and all claims and losses accruing or resulting to any and all consultants, subconsultants, material men, laborers and any other person, firm or corporation who may be injured or damaged to the extent caused by the negligent acts, errors, and/or omissions of the Agency, Agency's employees, or Agency's subconsultants or subconsultants in the performance of the services under this Agreement.
- G. STANDARD OF CARE: Consistent with the professional standard of care and except as otherwise expressly set forth herein, Agency shall be entitled to rely upon the accuracy of data and information provided by District or others without independent review or evaluation. This Agreement shall not create any rights or benefits to parties other than Agency and the District. No other third party shall have the right to rely on Agency opinions rendered in connection with the Services without the written consent of Agency and the third party's agreement to be bound to the same conditions and limitations as the District.

SECTION VII - INSURANCE

- A. Agency shall obtain and keep insurance policies in full force and effect for the following forms of coverage as shown in Exhibit C, Insurance Requirements.

SECTION VIII - CHANGES AND CHANGED CONDITIONS

- A. If, during the course of the work herein contemplated, the need to change the Scope of Work should arise, for whatever reasons, whichever party first identifies such need to change shall notify the other party in writing. The representatives of the parties shall meet within ten (10) working days of the date of such notice to discuss the need for change so identified and to set the proposed action to be taken by the parties. A change in the Scope of Work may also result in a change in the compensation amount. Compensation changes shall be based upon the Agency Fee Schedule in effect at the time a change is made to the Scope of Work. Any changes agreed to shall be documented by duly executed amendments to this Agreement.
- B. District reserves the right to specify individual employees, subconsultants or agents of Agency who shall be assigned to perform the tasks specified in Exhibit A, Scope of Services. If, during the course of the work herein contemplated, there is a change such that the specified individual employees, subconsultants or agents are no longer assigned to the work described in this contract and/or are no longer affiliated with Agency, Agency shall immediately notify District in writing. Agency shall assign the rights to this contract to another entity, if requested by the District, as part of termination proceedings pursuant to Section IX, Termination.

SECTION IX - TERMINATION

- A. District may terminate Agency's services at any time by written notice to Agency at least thirty (30) days prior to such termination. Upon receipt of written notice from District that this Agreement is terminated, Agency shall submit an invoice for an amount that represents the value of services actually performed to the date of said notice for which he/she has not previously been compensated.

- B. Upon receipt of written notice of termination, the Agency shall (1) promptly discontinue all services affected (unless the notice directs otherwise), and (2) deliver or otherwise make available to District, copies, including magnetic media, of data, design calculations, drawings, specifications, reports, estimates, summaries and other such information and materials as may have been accumulated by the Agency in performing the services under this Agreement.

SECTION X - SUB-CONTRACTING AND ASSIGNABILITY

It is acknowledged that this contract will involve the Agency sub-contracting a portion of the work required by this Agreement. Agency shall pay subcontractors and bill District for expenses by submitting detailed subcontractor invoice(s).

SECTION XI - DISCRIMINATION AND FAIR EMPLOYMENT

Attention is directed to Section 1735 of the California Labor Code, which reads as follows:

“No discrimination shall be made in the employment of persons upon public works because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, or sex of such persons, except as provided in Section 12940 of the government code and every Agency for public works violating this section is subject to all penalties imposed by a violation of this chapter.”

During the performance of this Agreement, Agency and its consultants shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer), age (over 40), marital status, and denial of family care leave. Agency and its consultants shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Consultant and its consultants shall comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full.

SECTION XII - INTEREST OF AGENCY

Agency covenants that he/she presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this Agreement. Agency agrees not to manage a political campaign for any candidate running for Director of the Monterey Peninsula Water Management District.

SECTION XIII - CONTINGENT FEES

Agency warrants that he/she has not employed or retained any company or person, other than a bona fide employee working solely for the Agency to solicit or secure this Agreement, and that he/she has not paid or agreed to pay any company, or person, other than a bona fide employee working solely for Agency, any fee, commission, percentage, brokerage fee, gifts, or other consideration, contingent upon or resulting from the award or making of this Agreement. For

breach of violation of this warranty, District shall have the right to annul this Agreement without liability or at its discretion to deduct from the contract price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage, gift or contingent fee.

SECTION XIV - DISPUTES

In the event of a dispute arising out of the performance of this Agreement either party shall, as soon as a conflict is identified, submit a written statement of the conflict to the other party. Within five (5) working days of receipt of such a statement of conflict, the second party will respond and a meeting will be arranged not more than five (5) working days thereafter to arrive at a negotiated settlement or procedure for settlement. If, within twenty (20) working days from the initial filing of a statement of conflict an agreement cannot be reached, it is agreed that the dispute may be resolved in a court of law competent to hear this matter. This Agreement shall be construed in accord with California law and it is agreed that venue shall be in the County of Monterey. The prevailing party shall be awarded costs of suit, and attorneys' fees.

SECTION XV - NOTICES

All communications to either party by the other shall be deemed given when made in writing and delivered or mailed to such party at its respective address, as follows:

DISTRICT: David J. Stoldt, General Manager
5 Harris Court, Bldg G
Monterey, CA 93940
Telephone: (831) 658-5651
Email: dstoldt@mpwmd.net

AGENCY: Phil Wellman
WellmanAd
26235 Atherton Place
Carmel, CA 93923
Telephone: 831-626-0466
Email: phil@wellmanad.com

SECTION XVI - AMENDMENTS

This Agreement together with **Exhibits A, B, and C** sets forth the entire understanding of the parties with respect to the subject matter herein. There are no other agreements expressed or implied, oral or written, except as set forth herein. This Agreement may not be amended except upon written amendment, executed by both parties hereto.

SECTION XVII - ATTACHMENTS

The following exhibits attached hereto and referred to in the preceding sections are, by reference, incorporated herein and made an integral part of this Agreement:

- Exhibit A.** Scope of Work
- Exhibit B.** Fee Schedule
- Exhibit C.** Insurance Requirements

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement effective as of the day and year first above written.

Monterey Peninsula Water Management District

BY: David J. Stoldt

AGENCY

BY: Phil Wellman

FEDERAL TAX IDENTIFICATION NUMBER:

EXHIBIT A - SCOPE OF WORK

AGENCY RESPONSIBILITIES

- Outreach Strategy – Research, Branding, Communications
- Presentations – Provide review and editing of content and graphics for clarity
- Public Relations – Provide review and editing of content produced by the District for clarity – Write up to two releases per month based on talking points
- Advertising – Print, Digital, TV, Radio – Strategy, content, design, direction, project mgmt.
- Social Media – Strategy, messaging, graphics, project mgmt.
- Media Buys – Campaign schedule design, negotiation, orders, project mgmt.
- Video – Strategy, content, design, direction, production, project mgmt.
- Mailing list / eblasts – Build list, content, design, send, project mgmt.
- Collateral (brochures, flyers, annual report) – Strategy, content, design, project mgmt.
- Website – Strategy, content, design, project mgmt.

OTHER

Any and other services as needed and requested by the District, including but not limited to:

- Attend District Meetings
- Monthly Branding Ads
- Workshop Ads
- Newsletter
- Annual Report
- Drought/Flood Special Outreach
- Prop 218 Special Outreach
- Identify/Work-with 3rd Party Designer
- Update Brochures
- Order Collateral (Gifts, Stuff, Things)
- Develop Video Clips
- Event Coordination
- Update Costs of Media Buys and Direct Mail Annually
- Submit Annual Award Applications
- Submit Press Info to Publications (ACWA, CSDA, JournalAWWA, WaterWorld,Opflow (AWWA), Source)

OUTSIDE COSTS

- Agency will provide monthly budget for projects
- Approved costs paid directly to Agency for subcontractors. Other outside costs may be billed by Agency or paid directly by District as agreed.
- No agency markup – Project management time included in retainer
- Media and ads
- Printing
- Video production
- Web coding
- Social Media posting, boosting, metrics
- Eblast conversion and sending
- Illustration
- Photography
- Events
- Other

EXHIBIT B – FEE SCHEDULE

The scope of work shall be on a monthly retainer of \$7,875 per month and a minimum hourly commitment of 45 hours per month. Out-of-pocket and subconsultant expenses will be on a time-and-materials basis.

The scope of work, associated level of effort, fee estimate, and timeline may change, and Agency will have an opportunity, in discussion with the District, to modify aspects of the fees, if necessary, to ensure that they best meet the District's goals and objectives.

EXHIBIT C - INSURANCE REQUIREMENTS

- I. Agency shall provide evidence of valid and collectible insurance carried for those exposures indicated by an "X".
- A. Professional Liability Errors & Omissions
 - B. Workers Compensation and Employers Liability
 - C. Automobile Liability - "Any Auto - Symbol 1"
 - D. Commercial or Comprehensive General Liability, including Bodily Injury, Property Damage and Personal Injury
 - E. Owners & Consultants Protective
 - F. Protection & Indemnity (Marine/Aviation)
- II. The minimum limit of protection provided by insurance policies for each of the coverages listed above shall be not less than \$1,000,000, except for coverage "D", which shall not be less than \$2,000,000. The procurement and maintenance by the Agency of the policies required to be obtained and maintained by Agency under this Agreement shall not relieve or satisfy Agency's obligation to indemnify, defend and save harmless District and the Monterey Peninsula Water Management District.
- III. Evidence of insurance carried shall be Certificates of Insurance for the current policies. District and the Monterey Peninsula Water Management District shall each be listed as a certificate holder on the Agency's Commercial or Comprehensive General Liability insurance policy and the policy must be endorsed to provide a 30-day prior written notice of cancellation, excluding cancellation due to nonpayment of premium.
- IV. Agency shall carry a commercial liability policy written on a general liability form.
- A. Such protection is to include coverage for the following hazards, indicated by an "X":
- 1. Premises and Operations
 - 2. Products and Completed Operations
 - 3. Explosion Collapse and Underground
 - 4. Broad Form Blanket Contractual
 - 5. Broad Form Property Damage
 - 6. Personal Injury, A, B & C
 - 7. Employees named as Persons Insured
 - 8. Protective and/or Contingent Liability (O&CP)

- B. The comprehensive general liability policy shall include as an additional insured District and the Monterey Peninsula Water Management District their officers, directors, agents and employees."
- C. This policy shall contain a severability of interest clause or similar language to the following:
- "The insurance afforded applies separately to each insured against whom claim is made or suit is brought including claims made or suits brought by any persons included within the persons insured provision of the insurance against any other such person or organization."
- D. All policies shall contain a provision that the insurance company shall give the District and the Monterey Peninsula Water Management District at least thirty (30) days prior written notice mailed to the address shown below prior to any cancellation or non-renewal. The 30-day written notice must be shown on all certificates of insurance.
- E. Certificates of Insurance for the current policies shall be delivered by the Agency to the Risk Manager for the District as verification that terms A, B, C and D have been met.
- V. All insurance correspondence, certificates, binders, etc., shall be mailed to:
- Monterey Peninsula Water Management District
Attn: Administrative Services Manager
5 Harris Court, Building G
P.O. Box 85
Monterey, CA 93942-0085
- VI. All policies carried by the Agency shall be primary coverage as to the interest of the additional insured to any and all other policies that may be in force. District and the Monterey Peninsula Water Management District shall not be responsible for payment of premiums due as a result of compliance with the terms and conditions of the insurance requirements.
- VII. All such policies of insurance shall be issued by insurance companies with general policy holders' rating of not less than "B" and authorized or admitted to do business in the State of California. The policies of insurance so carried shall be carried and maintained throughout the term of this Agreement.

FINANCE AND ADMINISTRATION COMMITTEE

ITEM: ACTION ITEM

8. CONSIDER APPROVAL OF AGREEMENT WITH LYNX TECHNOLOGIES FOR GEOGRAPHIC INFORMATION SYSTEM (GIS) SERVICES

Meeting Date:	May 13, 2024	Budgeted:	Yes
From:	David J. Stoldt, General Manager	Program/ Line Item No.	Consultants XX-XX-774000
Prepared By:	Nishil Bali	Cost Estimate:	\$35,000/year

General Counsel Review: N/A

Committee Recommendation: The Finance and Administration Committee reviewed this item on May 13, 2024 and recommended _____.

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

SUMMARY: Since 2017, the District has contracted with Lynx Technologies to provide part-time GIS consulting services related to permit mapping and hydrological support.

Lynx Technologies has several GIS projects under development including applications related to Well inspections and reporting; User fees, DocuWare, and Accela (permitting software) integration; updates to the District's Address, Parcel, Owner (APO) information, as well as maps/queries for rain gauge and water monitoring, among others. To allow continuity and completion of these multi-year projects, staff seeks approval to extend annual agreements with Lynx Technologies for up to a period of thirty-six months from July 1, 2024, through June 30, 2027.

Several Cities including the Pebble Beach Community Services District are utilizing the services of Lynx Technologies for their GIS needs.

BUDGET/PURCHASING APPROVAL: Approval of this item is contingent upon the adoption of annual budgets by the Board. The District allows contracts for specialized services and administrative matters under Chapter 5 of the Purchasing Policy and Gov. Code. 53060.

RECOMMENDATION: The Finance and Administration Committee may recommend that the Board authorize the General Manager or the Administrative Services Manager/CFO to enter into agreement(s) with Lynx Technologies to provide GIS services for an amount not to exceed \$35,000 annually for the next three years.

BACKGROUND: Lynx Technologies will serve as a consultant for GIS services to provide support for the District on a part-time, continuous basis and will provide onsite office hours of 1-2 days per week based on the workload.

The Agreement with Lynx Technologies will be renewed annually from July 1, 2024, through June 30, 2027 pending acceptable and adequate work as determined by staff. Lynx Technologies will assign an employee to serve as the GIS consultant to the District and will provide support by performing District's GIS services on an ongoing basis. Details of these functions being performed by Lynx Technologies are included in the Scope of Services (**Exhibit 8-A**).

EXHIBIT

8-A GIS Professional Services Scope of Services

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April 15, 2024

Mr. Nishil Bali
Chief Financial Officer
Monterey Peninsula Water Management District
5 Harris Court, Bldg. G
Monterey, CA 93942
Nishil@mpwmd.net



Re: GIS Professional Services

Dear Nishil:

Thank-you for the opportunity to submit this scope of work to provide GIS professional services for the Monterey Peninsula Water Management District. Services will be performed as directed by you, and Lynx Technologies will provide appropriate staffing to conduct on- and offsite services on a time and materials basis.

The purpose of this agreement is to provide support for the District's Geographical Information System (GIS). Core tasks for the upcoming year include:

- Work with staff to develop data, maps and apps for Wells and Permits, Meter/User Fees.
- Develop the ArcGIS Enterprise Portal. Last year we upgraded the District's platform from ArcGIS Server for Workgroups (10.4) to the current ESRI 11.x environment. This year will complete a full migration of all data web services, and start to expand the platform.
- Develop field data collection and monitoring and other public portal / outreach programs
- Set up workflow so that permitting staff can enter an address or APN and determine if the site is in the district boundary or not.
- Ongoing support the Accela Permitting software Web Mapping GUI and XAPO.
- Provide systematic updates of parcel feature data and Monterey County assessor data changes
- Continue to develop the GIS SQL Enterprise database to warehouse all spatial and tabular data to support the business functions of the organization.

Ongoing tasks and priorities will be determined after the initial discovery phase. Lynx staffing will be assigned commensurate with the required skill required. Subject matter vary but may involve any of the roles listed or related below:

- Base feature layer maintenance including parcels, streets, addresses, roadway, tract, and boundary changes, including associated tables and annotation.
- Data maintenance of other layers within the GIS such as utility networks, planning and engineering overlays.
- Onsite work to collect and capture data. For example, staff could be assigned to go through engineering data to infill missing data, or there may be a special project that District staff requires a GIS technician in which significant interaction is required.
- Field work as required, this may include field inspection, or high precision GPS capture of well data.
- Database design
- Produce maps for board presentation
- Ad hoc GIS analysis
- ArcGIS Desktop training for District staff

Each assignment will proceed with an estimate of required hours; a detailed scope of work will be provided for unusual or one-time projects. A simple email exchange of hours and approval is all that will be required for maintenance work.

The total annual budget will not exceed \$35,000. This would provide sufficient funds for onsite staff for up to 2 days per week.

All work will be billed on a time and materials basis according to the following rate schedule:

Project Manager/Analyst: \$85/hr.
GIS Technician: \$75/hr
Clerical: \$50/hr

If you have any questions regarding this proposal, I can be reached on my cell phone at any time: (408) 482-3255, or by email: patrickk@lynxgis.com. Again, thank-you for the opportunity to submit this proposal and I look forward to working with you.

Sincerely,

Patrick Kelleher
Lynx Technologies

Staff is requesting a 10% contingency in the event unforeseen repairs are required. Neither well's motor has been inspected since their installations in 2010 and 2015, and ASR-2 has not been rehabilitated since 2010.

Maintenance and repair work at the ASR facilities is fully reimbursable by Cal-Am per the Amended and Restated Aquifer Storage and Recovery Management and Operations Agreement executed February 23, 2021.

RECOMMENDATION: The Finance and Administration Committee should recommend that the Board of Directors authorize the General Manager or his designee to enter into a contract with Maggiora Brothers Drilling, Inc. in the amount of \$302,985.00 with a 10% contingency for a total not-to-exceed amount of \$333,283.50 for rehabilitation of ASR-1 and ASR-2 wells.

EXHIBIT

None

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FINANCE AND ADMINISTRATION COMMITTEE

ITEM: ACTION ITEM

10. AUTHORIZE FUNDS TO CONTRACT FOR LIMITED-TERM FIELD POSITIONS DURING FY 2024-2025

Meeting Date:	May 13, 2024	Budgeted:	Yes
From:	David J. Stoldt, General Manager	Program/	Aquatic Resources Fisheries
Prepared By:	Nishil Bali	Cost Estimate:	Up to \$75,000

General Counsel Approval: N/A

Committee Recommendation: The Finance and Administration Committee reviewed this item on May 13, 2024 and recommended _____.

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

SUMMARY: The District has funded limited-term positions to assist District staff in the completion of field activities for many years. These positions are not on the District organization chart and these incumbents are not included in the District bargaining units. The schedules for these positions are part-time and largely seasonal in nature. Contracts are for six-month periods of time or less. However, limited-term employees may be offered subsequent contracts not to exceed 1,000 hours per year. Funding for these positions will be included in the proposed 2024-2025 Fiscal Year (FY) budget.

Authorization is requested to hire one part-time limited-term *Water Resources Assistant* for a total of 990 hours. The hours will be used for summer-fall juvenile fish rescues, fall population sampling, Sleepy Hollow Steelhead Rearing Facility maintenance, spring smolt rescues, vegetation management, and winter adult steelhead weir operations (new additional work). These positions are essential to staff crews led by permanent staff, as well as to prevent the accrual of excessive compensatory time and overtime for higher-level regular full-time positions. The Water Resources Assistant would be paid \$21.00 per hour and cost up to \$20,790.

Authorization is also requested to hire several part-time limited-term *Fisheries Aides* for up to a total of 2,765 hours of work during FY 2024-2025. These individuals will assist staff with basic labor tasks in the intensive rescues of steelhead juveniles and smolts in the lower Carmel River, as well as fall population sampling, spring smolt rescues, and winter adult steelhead weir operations. Fisheries aids also help with vegetation management activities along the Carmel River. The Fisheries Aides would be paid \$18.00 per hour and cost up to \$49,770.

RECOMMENDATION: The Finance and Administration Committee may recommend that the Board approve the limited-term Water Resources Assistant for up to a total of 990 hours of work and several Fisheries Aides for up to 2,765 hours of work. The approval of this item is contingent upon the adoption of FY 2024-2025 budget by the Board.

IMPACTS TO STAFF/RESOURCES: The total cost of the limited-term contracts described above would not exceed \$75,000. It should also be noted that limited-term employees receive no District benefits. In addition to their hourly wages, additional costs to the District are limited to legally mandated payroll taxes and workers' compensation insurance premiums.

BACKGROUND:

- A. Water Resources Assistants: This job classification was created in December 1998 to assist staff in the Water Resources Division with field and administrative tasks, including rescuing of juvenile steelhead in the lower Carmel River, surveying of steelhead populations and spawning habitat, and monitoring of groundwater and surface water resources within the Monterey Peninsula Water Resource System. It is needed to help ensure that tasks for the District's Fisheries Mitigation Program are completed on schedule. They have also been integral in conducting the California Stream Bioassessment Procedure (CSBP), developed by the Department of Fish and Game as a rapid bioassessment protocol and method to track overall stream health. Without the assistance of limited-term help, the ability to conduct these tasks would be compromised. Additionally, the Water Resources Assistants will support regular staff with vegetation management, lagoon water quality monitoring, well production, and groundwater quality historical data compilation. These employees will work in the Environmental Resources Division and be supervised by the Environmental Resources Manager.
- B. Fisheries Aides: Over the past two decades, District staff has initiated rescues when streamflow receded below ten cubic feet per second at Highway One. This has occurred anytime between March and September. The District will be rescuing and transporting three groups of steelhead, including smolts, kelts (spawned-out adults), and juveniles. The smolts and kelts will be transported downstream to the lagoon or ocean, while juveniles will be transported upstream to permanent habitats above the Narrows. Additional help is needed to successfully perform this critical function. If staff attempted to conduct rescues with fewer workers, more fish would be lost because a smaller crew cannot effectively keep up with the number needing rescue and cannot work fast enough to keep up with the retreating riverfront. It would also increase the risk of on-the-job injuries for people working too strenuously as they attempt to complete two critical jobs in the same period of time. The incumbents of this position will work in the Environmental Resources Division and be supervised by the Environmental Resources Manager.

EXHIBIT

None

FINANCE AND ADMINISTRATION COMMITTEE

ITEM: ACTION ITEM

11. AUTHORIZE EXPENDITURE FOR SOFTWARE MAINTENANCE AGREEMENTS

Meeting Date: May 13, 2024 **Budgeted:** Yes

From: David J. Stoldt, **Program/** Services and Supplies
General Manager **Line Item No.** Data Processing

Prepared By: Nishil Bali **Cost Estimate:** \$197,000

Committee Recommendation: The Finance and Administration Committee reviewed this item on May 13, 2024 and recommended _____.

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

SUMMARY: Staff seeks authorization to continue with our software maintenance agreements/purchase for geographic information systems (GIS), information technology (IT) support, financial accounting, water demand system, watershed analysis, ground & surface water modeling, and topographic data processing software. These software applications are for use at the District for various IT, GIS, water demand, and accounting functions and are used by staff in their daily routine functions.

RECOMMENDATION: The Finance and Administration Committee should recommend that the Board approve expenditures and contract agreements in the amount of \$197,000 to continue with annual software subscriptions and maintenance as shown in the table below:

Product	Price
ESRI ArcGIS (District Wide)	12,500
Adobe Renewal (District Wide)	9,000
Anti-Virus (District Wide)	4,500
ProofPoint (Email Spam Filter)	2,500
Sonicwall (Firewall)	2,500
Office 365 Renewal (District Wide)	12,000
VM Ware (Server configuration)	2,000
Microsoft Veam/Azure (Backup)	24,000
DocuWare (Financial/HR)	24,500
Tyler Technologies (Financial/HR)	35,000
ClearGov (Financial)	5,500
GovInvest (Financial/HR)	7,500
Accela Support (Water Demand)	39,000
CaseWare Reporting (Financial)	9,500
Kisters North America (Hydrological)	7,000
TOTAL	\$197,000

IMPACT TO STAFF/RESOURCES: The FY 2024-2025 Information Technology budget will include funds for these agreements/purchases.

BACKGROUND: The GIS platform serves many purposes for MPWMD data analysis needs that include: map production, spatial analysis in support of engineering, water resource management, fisheries, conservation, and rationing analysis. All of these functions require the examination of geographic data, management, and dissemination of these data throughout the District. The effectiveness of the GIS to better serve the MPWMD staff and the public is dependent on the ability of staff to analyze geospatial data.

The IT and Accounting programs require various software applications to allow staff to complete their day-to-day duties and tasks as well as provide real-time financial information of the District.

The water demand services require the use of software to process permit applications, process connection charges, perform inspections, and provide other property-related reporting to staff and the board.

The Kisters platform serves many purposes for MPWMD data analysis needs that include: stream flow and rainfall data processing, storage, and reporting. All of these functions require the examination, management, and dissemination of these data throughout the District. The effectiveness of the Kisters Platform to better serve the MPWMD staff and the public is dependent on the ability of staff to operate the Aquifer Storage and Recovery Project.

EXHIBITS

None

FINANCE AND ADMINISTRATION COMMITTEE

ITEM: ACTION ITEM

12. CONSIDER ADOPTION OF RESOLUTION 2024-05 ESTABLISHING ARTICLE XIII (B) FISCAL YEAR 2023-2024 APPROPRIATIONS LIMIT

Meeting Date: May 13, 2024 **Budgeted:** N/A

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

Prepared By: Nishil Bali **Cost Estimate:** N/A

General Counsel Review: N/A

Committee Recommendation: The Finance and Administrative Committee reviewed this item on May 13, 2024 and recommended _____.

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

SUMMARY: Article XIII (B) of the California Constitution requires that an appropriations limit be calculated on an annual basis. Attached as **Exhibit 12-A** is Resolution 2024-05, A Resolution of the Board of Directors of the Monterey Peninsula Water Management District Establishing an Appropriations Limit for Fiscal Year 2024-2025. The resolution establishes an appropriations limit of \$2,236,614 for fiscal year 2024-2025 as calculated on the Property Tax Appropriations Limit worksheet, which is **Attachment 1** to the resolution. The worksheet also shows that District estimates that it will receive \$2,700,000 in property tax revenues during the fiscal year. After subtracting exempt appropriations of \$722,350 from the estimated property tax revenues, the appropriations subject to the limit are \$1,977,650, which is under the appropriations limit calculated under the provisions of Article XIII (B), resulting in no estimated excess tax revenue.

RECOMMENDATION: The Finance and Administration committee should recommend that the Board adopt Resolution 2024-05, A Resolution of the Board of Directors of the Monterey Peninsula Water Management District Establishing an Appropriations Limit for Fiscal Year 2024-2025 in the amount of \$2,236,614.

EXHIBITS

12-A Resolution 2024-05



EXHIBIT 12-A

DRAFT
RESOLUTION 2024-05

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
ESTABLISHING AN APPROPRIATIONS LIMIT FOR FISCAL YEAR 2024-2025**

WHEREAS, Article XIII (B) of the California Constitution requires that each local government agency annually establish an appropriations limit; and

WHEREAS, the Monterey Peninsula Water Management District desires to establish its appropriations limit for the purpose of setting its budget.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Monterey Peninsula Water Management District hereby determines that the 2023-2024 appropriations limit for the District is \$2,236,614 based on a 2024-2025 multiplier of 1.042, as shown on **Attachment 1**.

PASSED AND ADOPTED on this 13th day of May 2024 on a motion by Director _____ and second by Director _____ by the following vote, to wit:

AYES:

NAYES:

ABSENT:

I, David J. Stoldt, Secretary to the Board of Directors of the Monterey Peninsula Water Management District, hereby certify that the foregoing is a resolution duly adopted on the 13th day of May 2024.

Dated:

David J. Stoldt
Secretary to the Board

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ATTACHMENT 1**PROPERTY TAX APPROPRIATION LIMIT
2024-2025 BUDGET**

Appropriations Limit for 2023-2024	\$2,146,457	
Multiplier	<u>1.0420</u>	note 1
Appropriations Limit for 2024-2025	\$2,236,614	
Appropriations Subject to Limit:		
Property Tax	\$2,700,000	note 2
Exempt Appropriations	<u>(\$722,350)</u>	
Total	<u>\$1,977,650</u>	
Appropriations Limit for 2024-2025	<u>\$2,236,614</u>	
Estimated Excess Tax Revenue	<u>\$0</u>	

NOTES:

1. Source: Price and Population Data for Local Jurisdictions
Department of Finance, May 2023

Price 1.0362 x Population 1.0056 =	1.0420
Price	1.0362
Population	<u>1.0056</u>
Ratio of change	<u>1.0420</u>

2. Property tax revenue estimate \$2,700,000

FINANCE AND ADMINISTRATION COMMITTEE

ITEM: INFORMATIONAL ITEM

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

Meeting Date: May 13, 2024 **Budgeted:** N/A

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

Prepared By: Nishil Bali **Cost Estimate:** N/A

General Counsel Review: N/A

Committee Recommendation: The Finance and Administration Committee reviewed this item on May 13, 2024.

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

SUMMARY: Attached for review as **Exhibit 13-A** is a monthly status report on contracts over \$25,000 for the period March 2024. This status report is provided for information only, no action is required.

EXHIBIT

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

EXHIBIT 13-A

**Monterey Peninsula Water Management District
Status on District Open Contracts (over \$25K)
For The Period March 2024**

Contract	Description	Date Authorized	Contract Amount	Prior Period Expended To Date	Current Period Spending	Total Expended To Date	Current Period Activity	P.O. Number	
1	Rutan & Tucker, LLP	Measure J/Rule 19.8 Eminent Domain Phase IV	2/24/2023	\$ 200,000.00	\$ 23,642.51	\$ 23,642.51		PO03639	
2	DeVeera Inc.	Surveillance Video Equipment & Installation	2/24/2023	\$ 37,955.00	\$ 35,951.71	\$ 35,951.71		PO03578	
3	Telemetrix	Flood Repair Services for Sleepy Hollow Facility	1/23/2023	\$ 85,000.00	\$ 41,124.09	\$ 41,124.09		PO03556	
4	Clifton Larson Allen LLP	Financial Audit Services	8/21/2023	\$ 80,587.50	\$ 60,900.00	\$ 19,687.50	\$ 80,587.50	Current period billing for audit services	PO03541
5	Rincon Consultants, Inc.	Environmental Consulting Services for Water Allocation	5/25/2023	\$ 29,000.00	\$ 21,944.25	\$ 21,944.25		PO03525	
6	Regional Government Services	HR Contracted Services for FY 2023-2024	6/20/2023	\$ 25,000.00	\$ 15,332.94	\$ 6,780.13	\$ 22,113.07	Current period billing for HR contract services	PO03499
7	Tyler Technologies	Incode Software Maintenance 09/2023-08/2024	6/20/2023	\$ 33,266.25	\$ 32,673.11	\$ 32,673.11		PO03476	
8	Schaaf & Wheeler	Drawing Support Services	4/23/2023	\$ 30,000.00	\$ 6,752.50	\$ 6,752.50		PO03474	
9	Lynx Technologies, Inc	GIS Consultant Contract for 2023-2024	6/20/2023	\$ 35,000.00	\$ 22,125.00	\$ 3,375.00	\$ 25,500.00	Current period billing for GIS services	PO03475
10	DeVeera Inc.	IT Managed Services Contract FY 2023-2024	6/15/2020	\$ 62,500.00	\$ 41,536.00	\$ 5,192.00	\$ 46,728.00	Current period billing for IT managed services	PO03433
11	JEA & Associates	Legislative and Administrative Services	6/20/2023	\$ 40,800.00	\$ 27,200.00	\$ 3,400.00	\$ 30,600.00	Current period retainer billing	PO03412
12	The Ferguson Group LLC	Contract for Legislative Services for FY 2023-2024	6/20/2023	\$ 72,000.00	\$ 48,207.53	\$ 6,000.00	\$ 54,207.53	Current period retainer billing	PO03411
13	Montgomery & Associates	Annual Groundwater Modeling Support	6/20/2023	\$ 55,000.00	\$ -	\$ -	\$ -		PO03408
14	Maggiore Bros. Drilling, Inc	ASR Support from Maggiore Bros for Well Work	6/20/2023	\$ 50,000.00	\$ -	\$ -	\$ -		PO03407
15	Pueblo Water Resources, Inc.	ASR Operations Support	6/20/2023	\$ 25,000.00	\$ -	\$ -	\$ -		PO03406
16	CSC	Recording Fees	7/1/2023	\$ 50,000.00	\$ 30,000.00	\$ 30,000.00		PO03402	
17	WellmanAD	Public Outreach Consultant	7/1/2023	\$ 94,500.00	\$ 64,100.00	\$ 7,875.00	\$ 71,975.00	Current period payment for public outreach retainer	PO03380
18	Montgomery & Associates	Tularcitos ASR Feasibility Study	3/20/2023	\$ 119,200.00	\$ 14,642.00	\$ 14,642.00		PO03368	
19	Kevin Robert Knapp/ Tierra Plan LLC	Surface Water Data Portal	11/14/2022	\$ 27,730.00	\$ 24,025.81	\$ 24,025.81		PO03302	
20	City of Monterey	MPWMD Local Water Project Development Grant	10/17/2022	\$ 25,000.00	\$ 14,955.50	\$ 14,955.50		PO03242	
21	DeVeera Inc.	HP Smart Array 2062 SAN Server	12/12/2022	\$ 160,000.00	\$ 157,273.63	\$ 157,273.63		PO03222	
22	DeVeera Inc.	Board Conference Room A/V Upgrade	12/12/2022	\$ 30,000.00	\$ 19,012.00	\$ 19,012.00		PO03221	
23	Access Monterey Peninsula	Board Conference Room A/V Upgrade	12/12/2022	\$ 25,000.00	\$ 24,383.71	\$ 24,383.71		PO03220	
24	Montgomery & Associates	Annual Groundwater Modeling Support	6/20/2022	\$ 50,000.00	\$ 7,957.00	\$ 7,957.00		PO03193	

Monterey Peninsula Water Management District
Status on District Open Contracts (over \$25K)
For The Period March 2024

Contract	Description	Date Authorized	Contract Amount	Prior Period Expended To Date	Current Period Spending	Total Expended To Date	Current Period Activity	P.O. Number	
25	Telemetrix	Consultant Services for Sleepy Hollow Facility	6/20/2022	\$ 27,060.00	\$ 24,554.64	\$ 24,554.64		PO03121	
26	De Lay & Laredo	Measure J/Rule 19.8 Appraisal/Water Rights	8/15/2022	\$ 75,000.00	\$ 45,490.46	\$ 45,490.46		PO03113	
27	Monterey One Water	PWM Expansion Project Amd #6	11/15/2021	\$ 1,200,000.00	\$ 909,545.39	\$ 909,545.39		PO03042	
28	DeVeera Inc.	BDR Datto Services Contract FY 2022-2024	9/6/2019	\$ 43,920.00	\$ 35,136.00	\$ 2,196.00	\$ 37,332.00	Current period billing for IT backup services	PO03027
29	MBAS	ASR Water Quality	6/20/2022	\$ 40,000.00	\$ 14,202.00	\$ 14,202.00		PO02982	
30	City of Sand City	IRWM Grant Reimbursement	3/28/2022	\$ 1,084,322.50	\$ 33,435.30	\$ 33,435.30	Current period IRWM Grant reimbursement	PO03093	
31	City of Seaside	IRWM Grant Reimbursement	3/28/2022	\$ 578,987.90	\$ 521,041.50	\$ 57,946.40	\$ 578,987.90	Current period IRWM Grant reimbursement	PO02948
32	Montgomery & Associates	Annual Groundwater Modeling support	11/15/2021	\$ 50,000.00	\$ 44,122.00	\$ 1,229.00	\$ 45,351.00	Current period billing for groundwater modeling support	PO02849
33	DUDEK	Grant administration services for the Proposition 1 IRWM Implementation	12/14/2020	\$ 114,960.00	\$ 51,387.50	\$ 51,387.50		PO02847	
34	Shute, Mihaly & Weinberger LLP	Measure J LAFCO Litigation Legal Services	1/1/2022	\$ 484,000.00	\$ 383,022.44	\$ 32,962.19	\$ 415,984.63	Current period billing for LAFCO Measure J litigation services	PO02843
35	Reiff Manufacturing	Quarantine tanks for the Sleepy Hollow steelhead facility	10/18/2022	\$ 48,000.00	\$ 40,350.00	\$ 40,350.00		PO02824	
36	Tetra Tech, Inc.	Engineering services Sleepy Hollow Facility Upgrade	6/21/2021	\$ 67,500.00	\$ 46,108.64	\$ 46,108.64		PO02693	
37	Monterey One Water	PWM Deep Injection Well #4 Design/Construction	9/21/2020	\$ 4,070,000.00	\$ 1,839,650.64	\$ 95,951.40	\$ 1,935,602.04	Current period billing for PWM deep injection well 4 related costs	PO02604
38	Weston Solutions, Inc.	UXO Support Services	6/15/2020	\$ 26,378.70	\$ 6,521.66	\$ 6,521.66		PO02371	
39	Pueblo Water Resources, Inc.	ASR SMWTF Engineering Services During Construction	10/21/2019	\$ 148,100.00	\$ 142,709.87	\$ 142,709.87		PO02163	
40	U.S. Bank Equipment Finance	Copier machine leasing - 60 months	7/15/2019	\$ 52,300.00	\$ 47,195.37	\$ 1,743.62	\$ 48,938.99	Current period billing for photocopy machine lease	PO02108
41	DUDEK	Consulting Services for Prop 1 grant proposal	4/15/2019	\$ 95,600.00	\$ 94,315.05	\$ 94,315.05		PO01986	
42	Tetra Tech, Inc.	Engineering services Sleepy Hollow Facility Upgrade	7/16/2018	\$ 30,000.00	\$ 26,878.87	\$ 26,878.87		PO01880	
43	Pueblo Water Resources, Inc.	ASR Backflush Basin Expansion, CM services	7/16/2018	\$ 96,034.00	\$ 68,919.39	\$ 68,919.39		PO01778	
44	Colantuono, Highsmith, & Whatley, PC	MPTA Legal Matter	7/1/2018	\$ 250,000.00	\$ 244,165.78	\$ 5,260.00	\$ 249,425.78	Current period billing for MPTA legal matter	PO01707
45	Pueblo Water Resources, Inc.	SSAP Water Quality Study	8/21/2017	\$ 94,437.70	\$ 44,318.11	\$ 44,318.11		PO01510	
46	Pueblo Water Resources, Inc.	Seaside Groundwater Basin Geochemical Study	1/24/2018	\$ 68,679.00	\$ 57,168.85	\$ 57,168.85		PO01628	

FINANCE AND ADMINISTRATION COMMITTEE

ITEM: INFORMATIONAL ITEM

14. STATUS REPORT ON MEASURE J/RULE 19.8 PHASE III/IV SPENDING

Meeting Date: May 13, 2024 **Budgeted:** N/A

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

Prepared By: Nishil Bali **Cost Estimate:** N/A

General Counsel Review: N/A

Committee Recommendation: The Finance and Administration Committee reviewed this item on May 13, 2024.

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

SUMMARY: Attached for review as **Exhibit 14-A** is a monthly status report on Measure J/Rule 19.8 spending for the period March 2024. This status report is provided for information only, no action is required.

EXHIBIT

14-A Status on Measure J/Rule 19.8 Phase III/IV Spending

**Monterey Peninsula Water Management District
Status on Measure J/Rule 19.8 Spending Phase IV
Eminent Domain Proceedings through Bench Trial
Through March 2024**

Contract	Date Authorized	Authorized Amount	Prior Period Spending	Current Period Spending	Total Expended To Date	Spending Remaining	Project No.
1 Phase IV - Authorization (unallocated)	11/13/2023	\$ 50,000.00	\$ -		\$ -	\$ 50,000.00	
2 Eminent Domain Legal Counsel (Rutan)	12/16/2019	\$ 200,000.00	\$ 23,642.51	\$ 23,007.06	\$ 46,649.57	\$ 153,350.43	PA00009-01
3 Eminent Domain Legal Counsel (SMW)	12/16/2019	\$ 100,000.00	\$ 24,846.69	\$ 32,962.19	\$ 57,808.88	\$ 42,191.12	PA00009-02
4 Financial Services	8/21/2023	\$ 200,000.00	\$ 9,677.50	\$ 2,185.00	\$ 11,862.50	\$ 188,137.50	PA00009-03
5 District Legal Counsel		\$ 70,000.00	\$ 62,466.00	\$ 1,711.00	\$ 64,177.00	\$ 5,823.00	PA00009-05
Total		\$ 620,000.00	\$ 120,632.70	\$ 59,865.25	\$ 180,497.95	\$ 439,502.05	

**Status on Measure J/Rule 19.8 Spending Phase III
Appraisal through Resolution of Necessity
Through October 2023**

Contract	Date Authorized	Authorized Amount	Prior Period Spending	Current Period Spending	Total Expended To Date	Spending Remaining	Project No.
1 Eminent Domain Legal Counsel	12/16/2019	\$ 200,000.00	\$ 98,283.28		\$ 98,283.28	\$ 101,716.72	PA00007-01
2 Appraisal Services	4/17/2023	\$ 220,000.00	\$ 220,000.75		\$ 220,000.75	\$ (0.75)	PA00007-03
3 District Legal Counsel	12/16/2019	\$ 100,000.00	\$ 46,361.50		\$ 46,361.50	\$ 53,638.50	PA00007-05
4 Real Estate Appraiser	8/15/2022	\$ 80,000.00	\$ 53,309.64		\$ 53,309.64	\$ 26,690.36	PA00007-06
5 Water Rights Appraisal	8/15/2022	\$ 75,000.00	\$ 45,490.46		\$ 45,490.46	\$ 29,509.54	PA00007-10
6 Contingency/Miscellaneous	12/16/2019	\$ -	\$ -		\$ -	\$ -	PA00007-20
Total		\$ 675,000.00	\$ 463,445.63	\$ -	\$ 463,445.63	\$ 211,554.37	

**Status on Measure J/Rule 19.8 Spending Phase II
EIR & LAFCO Application
Through September 2022**

Contract	Date Authorized	Authorized Amount	Prior Period Spending	Current Period Spending	Total Expended To Date	Spending Remaining	Project No.
1 Eminent Domain Legal Counsel	9/20/2021	\$ 345,000.00	\$ 168,265.94		\$ 168,265.94	\$ 176,734.06	PA00005-01
2 CEQA Work	12/16/2019	\$ 134,928.00	\$ 134,779.54		\$ 134,779.54	\$ 148.46	PA00005-02
3 Appraisal Services	9/20/2021	\$ 430,000.00	\$ 188,683.75		\$ 188,683.75	\$ 241,316.25	PA00005-03
4 Operations Plan	12/16/2019	\$ 145,000.00	\$ 94,860.00		\$ 94,860.00	\$ 50,140.00	PA00005-04
5 District Legal Counsel	12/16/2019	\$ 40,000.00	\$ 162,254.16		\$ 162,254.16	\$ (122,254.16)	PA00005-05
6 MAI Appraiser	6/15/2020	\$ 170,000.00	\$ 76,032.00		\$ 76,032.00	\$ 93,968.00	PA00005-06
7 Jacobs Engineering	12/16/2019	\$ 87,000.00	\$ 86,977.36		\$ 86,977.36	\$ 22.64	PA00005-07
8 LAFCO Process	11/15/2021	\$ 240,000.00	\$ 217,784.62		\$ 217,784.62	\$ 22,215.38	PA00005-08
9 PSOMAS	9/20/2021	\$ 28,000.00	\$ 25,900.00		\$ 25,900.00	\$ 2,100.00	PA00005-09
10 Contingency/Miscellaneous/Uncommitted	12/16/2019	\$ 289,072.00	\$ 38,707.08		\$ 38,707.08	\$ 250,364.92	PA00005-20
Total		\$ 1,909,000.00	\$ 1,194,244.45	\$ -	\$ 1,194,244.45	\$ 714,755.55	
1 Measure J CEQA Litigation Legal Services	12/23/2020	\$ 200,000.00	\$ 140,303.06	\$ -	\$ 140,303.06	\$ 59,696.94	PA00005-15
1 Measure J LAFCO Litigation Legal Services	1/1/2022	\$ 400,000.00	\$ 389,365.52		\$ 389,365.52	\$ 10,634.48	PA00005-16

Status on Measure J/Rule 19.8 Spending (Phase I Costs)
Financial Feasibility
Through November 2019

	Contract	Date Authorized	Authorized Amount	Prior Period Spending	Current Period Spending	Total Expended To Date	Spending Remaining	Project No.
1	Eminent Domain Legal Counsel	12/17/2018	\$ 100,000.00	\$ 160,998.16		\$ 160,998.16	\$ (60,998.16)	PA00002-01
2	Investment Banking Services	2/21/2019	\$ 30,000.00	\$ 27,000.00		\$ 27,000.00	\$ 3,000.00	PA00002-02
3	Valuation & Cost of Service Study Consultant	2/21/2019	\$ 355,000.00	\$ 286,965.17		\$ 286,965.17	\$ 68,034.83	PA00002-03
4	Investor Owned Utility Consultant	2/21/2019	\$ 100,000.00	\$ 84,221.69		\$ 84,221.69	\$ 15,778.31	PA00002-04
5	District Legal Counsel		\$ 35,000.00	\$ 41,897.59		\$ 41,897.59	\$ (6,897.59)	PA00002-05
6	Contingency/Miscellaneous		\$ 30,000.00	\$ 45,495.95		\$ 45,495.95	\$ (15,495.95)	PA00002-10
	Total		\$ 650,000.00	\$ 646,578.56	\$ -	\$ 646,578.56	\$ 3,421.44	

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 and February. The meetings begin at 6:00 PM, *unless otherwise noted.*



DRAFT AGENDA
Special and Regular Meeting
Board of Directors
Monterey Peninsula Water Management District

Monday, May 20, 2024 at 5:00 p.m. [PST]

Meeting Location: MPWMD – Main Conference Room
 5 Harris Court, Building G, Monterey, CA 93940

[This is an In-Person meeting. Remote participation may be offered via Zoom, but this is optional as connectivity cannot be assured and thus is not a necessary requisite for the meeting to proceed in-person.]

To Join via Zoom- Teleconferencing means, please click the link below:

<https://mpwmd-net.zoom.us/j/87418186938?pwd=OZOK1Fn4wWnTb3cr8rsTQ94ebIQiM.1>

Or join at: <https://zoom.us/>

Webinar ID: 874 1818 6938

Passcode: 052024

To Participate by Phone: (669) 900-9128

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 AMP 1.

This agenda was posted at the District website (www.mpwmd.net) and at 5 Harris Court, Bldg. G, Monterey, California on _____, 2024. 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 5:00 P.M. on Friday, May 17, 2024.

CLOSED SESSION AT 5:00 P.M.

CALL TO ORDER / ROLL CALL

Board of Directors

Amy Anderson, Chair – Division 5
 George Riley, Vice-Chair – Division 2
 Alvin Edwards – Division 1
 Marc Eisenhart – Division 3
 Karen Paull – Division 4
 Mary L. Adams– Monterey County Board of
 Supervisors Representative
 Ian Oglesby– Mayoral Representative

General Manager

David J. Stoldt

Mission Statement

Sustainably manage and augment the water resources of the Monterey Peninsula to meet the needs of its residents and businesses while protecting, restoring, and enhancing its natural and human environments.

Vision Statement

Model ethical, responsible, and responsive governance in pursuit of our mission.

Board's Goals and Objectives

Are available online at: <https://www.mpwmd.net/who-we-are/mission-vision-goals/>

ADDITIONS AND CORRECTIONS TO THE AGENDA – *The General Manager 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.*

PUBLIC COMMENT ON THE CLOSED SESSION AGENDA – *Members of the public may address the Board on the item or items listed on the Closed Session agenda.*

CLOSED SESSION – *As permitted by Government code Section 54956.9 et seq., the Board may recess to closed session to consider specific matters dealing with pending or threatened litigation, certain personnel matters or certain property acquisition matters.*

- CS 1. Conference with Legal Counsel – Existing Litigation Pursuant to CA Gov Code Sec. 54956.9 of the Government Code) - MPWMD v. Cal-Am – Case No. 23 CV 004102
- CS 2. Conference with Labor Negotiators (Gov Code §54957.8)
 Agency Designated Representatives: David Stoldt
 Employee Organization: General Staff and Management Bargaining Units Represented by United Public Employees of California/LIUNA, Local 792
 Unrepresented Employees: Confidential Unit

CONVENE TO CLOSED SESSION

Any Closed Session Items not completed may be continued to after the end of all open session items.

CONVENE TO REGULAR SESSION | 6:00 P.M.

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

ADDITIONS AND CORRECTIONS TO THE AGENDA – *The General Manager 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.*

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 Special and Regular Board Meeting on April 15, 2024
2. Consider Adoption of Treasurer’s Report for March 2024
3. Receive and File Third Quarter Financial Activity Report for Fiscal Year 2023-2024
4. Consider Approval of Third Quarter Fiscal Year 2023-2024 Investment Report
5. Consider Renewal of Contract with JEA & Associates for Legislative and Administrative Services
6. Consider Renewal of Contract with Ferguson Group for Legislative and Administrative Services
7. Consider Contract for Public Outreach Services with WellmanAd for FY 2024-2025

8. Consider Approval of Agreement with Lynx Technologies for Geographic Information System (GIS) Services
9. Consider Authorizing a Contract with Maggiora Brothers Drilling for Rehabilitation of Two ASR Wells
10. Authorize Funds to Contract for Limited-Term Field Positions During FY 2024-2025
11. Authorize Expenditure for Software Maintenance Agreements/Purchase
12. Consider Adoption of Resolution 2024-05 Establishing Article XIII (B) Fiscal Year 2024-2025 Appropriations Limit

GENERAL MANAGER'S REPORT

13. Status Report on California American Water Compliance with State Water Resources Control Board Order 2016-0016 and Seaside Groundwater Basin Adjudication Decision (*Verbal Report*)
14. Update on Water Supply Projects (*Verbal Report*)

REPORT FROM DISTRICT COUNSEL

15. Report From District Counsel (*Verbal Report*)

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

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

PUBLIC HEARING – *Public Comment will be received. Please limit your comments to three (3) minutes per item.*

17. Receive and Confirm Water Supply Forecast for Period of May 1, 2024 – September 30, 2024 and Consider Adopting Resolution 2024-06 to Amend Rationing Table XV-4

[CEQA Compliance: Notice of Exemption, CEQA, Article 19, Section 15301 (Class 1) ESA Compliance: Consistent with the September 2001 and February 2009 Conservation Agreements between the National Marine Fisheries Service and California American Water to minimize take of listed steelhead in the Carmel River and Consistent with SWRCB WR Order Nos. 95-10, 98-04, 2002-0002, and 2016-0016.]

Recommended Action: The Board will receive a report on the available water supply and determine whether water-rationing triggers have been met and consider adoption of Resolution 2024 – 06.

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

18. Consider Approval of Agreement for Tax Entity Compensation with the City of Seaside and Various Taxing Entities

Recommended Action: The Board will

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.*

19. Report on Activity/Progress on Contracts Over \$25,000
20. Status Report on Measure J / Rule 19.8 Phase III/IV Spending
21. Letters Received and Sent Supplemental Letter Packet

- 22.. Committee Reports
23. Monthly Allocation Report
24. Water Conservation Program Report
25. Carmel River Fishery Report for April 2024
26. Monthly Water Supply and California American Water Production Report
[Exempt from environmental review per SWRCB Order Nos. 95-10 and 2016-0016, and the Seaside Basin Groundwater Basin adjudication decision, as amended and Section 15268 of the California Environmental Quality Act (CEQA) Guidelines, as a ministerial project; Exempt from Section 15307, Actions by Regulatory Agencies for Protection of Natural Resources]

ADJOURNMENT

Board Meeting Schedule		
Thursday, May 30, 2024	<i>Special (Budget Workshop)</i>	6:00 p.m.
Monday, June 17, 2024	<i>Regular</i>	6:00 p.m.

Board Meeting Television and On-Line Broadcast Schedule	
Television Broadcast	Viewing Area
Comcast Ch. 24 View live broadcast on meeting dates, and replays on Mondays, Tuesdays and Thursdays at 4:00 p.m.	All Peninsula Cities
Comcast Ch. 28 (Monterey County Government Channel) Replays only at 9:00 a.m. on Saturdays	Throughout the Monterey County Government Television viewing area.
Internet Broadcast	
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Accessibility

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Provide Public Comment at the Meeting

Attend In-Person

The Board meeting will be held in the Main Conference Room at **5 Harris Court, Building G, Monterey, CA 93942** and has limited seating capacity. Face coverings are encouraged, but not required. Please fill out a speaker card for each item you wish to speak on, and place in the speaker card box next to the Board Clerk.

Attend via Zoom: See below “Instructions for Connecting to the **Zoom Meeting**”

Submission of Public Comment via E-mail

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 (insert the item number relevant to your comment) or “PUBLIC COMMENT – ORAL COMMUNICATIONS.” Staff will forward correspondence received to the Board. Correspondence is not read during public comment portion of the meeting. However, all written public comment received becomes part of the official record of the meeting and placed on the District’s website as part of the agenda packet for the meeting.

Submission of Written Public Comment

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To Join via Zoom- Teleconferencing means, please click the link below:

<https://mpwmd-net.zoom.us/j/87418186938?pwd=OZOK1Fn4wWnTb3cr8rsTQ94ebIQiM.1>

Or join at: <https://zoom.us/>

Webinar ID: 874 1818 6938

Passcode: 052024

To Participate by Phone: (669) 900-9128

1. Use the “raise hand” function to join the queue to speak on the current agenda item when the Chair calls the item for Public Comment.

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2. Staff will call your name or the last four digits of your phones number when it is your time to speak.
3. You may state your name at the beginning of your remarks for the meeting minutes.

4. Speakers will have up to three (3) minutes to make their remarks. *The Chair may announce and limit time on public comment.*
5. You may log off or hang up after making your comments.

Refer to the Meeting Rules to review the complete Rules of Procedure for MPWMD Board and Committee Meetings:
<https://www.mpwmd.net/who-we-are/board-of-directors/meeting-rules-of-the-mpwmd/>

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 and February. The meetings begin at 6:00 PM, *unless otherwise noted.*



Draft AGENDA
Special Meeting
Board of Directors
Workshop on Proposed FY2024-25 Budget
Monterey Peninsula Water Management District

Thursday, May 30, 2024 at 6:00 p.m. [PST]

Meeting Location: MPWMD – Main Conference Room
 5 Harris Court, Building G, Monterey, CA 93940

[This is an In-Person meeting. Remote participation may be offered via Zoom, but this is optional as connectivity cannot be assured and thus is not a necessary requisite for the meeting to proceed in-person.]

To Join via Zoom- Teleconferencing means, please click the link below:

<https://mpwmd-net.zoom.us/j/82202412695?pwd=aag28sRQ5pG2lNVfQlhVvRPSisIqNX.1>

Or join at: <https://zoom.us/>

Webinar ID: 822 0241 2695

Passcode: 053024

To Participate by Phone: (669) 900-9128

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 AMP 1.

This agenda was posted at the District website (www.mpwmd.net) and at 5 Harris Court, Bldg. G, Monterey, California on _____, 2024. 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 5:00 P.M. on Monday, May 27, 2024.

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

Board of Directors

Amy Anderson, Chair – Division 5
 George Riley, Vice-Chair – Division 2
 Alvin Edwards – Division 1
 Marc Eisenhart – Division 3
 Karen Paull – Division 4
 Mary L. Adams– Monterey County Board of Supervisors Representative
 Ian Oglesby– Mayoral Representative

General Manager

David J. Stoldt

Mission Statement

Sustainably manage and augment the water resources of the Monterey Peninsula to meet the needs of its residents and businesses while protecting, restoring, and enhancing its natural and human environments.

Vision Statement

Model ethical, responsible, and responsive governance in pursuit of our mission.

Board's Goals and Objectives

Are available online at: <https://www.mpwmd.net/who-we-are/mission-vision-goals/>

ADDITIONS AND CORRECTIONS TO THE AGENDA – *The General Manager 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.*

DISCUSSION ITEMS – *Discussion Only. No action will be taken by the Board. Public Comment will be received. Please limit your comments to three (3) minutes per item.*

1. Review Proposed MPWMD Fiscal Year 2024-25 Budget and Resolution 2024-07

Recommended Action: The Board will review the proposed budget for Fiscal Year 2024-25. General direction will be given to staff, but the Board will take no formal action. The Board is scheduled to consider adoption of the budget at the regular monthly meeting on Monday, June 17, 2024. Some issues the Directors may discuss in relation to the proposed Budget could be brought forward for further consideration at future meetings of the Board.

ADJOURNMENT

Board Meeting Schedule		
Monday, June 17, 2024	Regular	6:00 p.m.
Monday, July 15, 2024	Regular	6:00 p.m.

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