



FINAL MINUTES
**Monterey Peninsula Water Management District
Administrative Committee
September 14, 2015**

Call to Order

The meeting was called to order at 3:32 PM in the District Conference Room.

Committee members present: Andrew Clarke
David Pendergrass

Committee members absent: Brenda Lewis

Staff present: Suresh Prasad, Administrative Services Manager/Chief Financial Officer
Cynthia Schmidlin, Human Resources Analyst
Larry Hampson, Planning & Engineering Division Manager
Joe Oliver, Water Resources Division Manager
Arlene Tavani, Executive Assistant

Oral Communications

None

1. Approve Minutes of July 14, 2015 Committee Meeting

On a motion by Pendergrass and second by Clarke, the minutes of the July 14, 2015 meeting were approved on a vote of 2 to 0.

Items on Board Agenda for September 21, 2015

2. Consider Expenditure for Additions to WaterWise Website by Gardensoft

On a motion by Pendergrass and second by Clarke, the committee voted 2 to 0 to recommend an expenditure of \$4,000 to contract with GardenSoft for menu upgrades, design improvements, and the addition of a water Calculator.

2.A. Consider Expenditure for Renewal of Standard License Agreement with CoreLogic Information Solutions, Inc.

On a motion by Pendergrass and second by Clarke, the committee voted 2 to 0 to recommend an expenditure of \$12,000 to purchase the standard license agreement and deposit.

3. Consider Authorizing a Change to the District Organization Chart Regarding Positions in the Planning and Engineering Division

On a motion by Pendergrass and second by Clarke, the committee voted 2 to 0 to recommend the Board approve a change to the current District Organization Chart to show the Project Manager as an unfunded position and to replace the unfunded Senior Water Resources Engineer position with a funded Water Resources Engineer position.

4. Consider Extension of Cooperative Agreement with the United States Geological Survey (USGS) for Streamflow Gaging in Water Year 2016

On a motion by Pendergrass and second by Clarke, the committee voted 2 to 0 to recommend the Board approve an expenditure of \$14,250 to contract with the USGS for cooperative investigation of the water resources within the District for Water Year 2016.

5. Wildlife Conservation Board California Streamflow Enhancement Program Grant Application

(A) Consider Approval of Resolution 2015-16 in Support of Filing a Proposition 1 Grant Application

(B) Authorize the General Manager to Enter in Grant Agreements

On a motion by Pendergrass and second by Clarke, the committee voted 2 to 0 to recommend the Board adopt Resolution No. 2015-16 and authorize the General Manager to enter into a contract with the Wildlife Conservation Board (or State of California) to receive the grant. In addition, the General Manager should be authorized to negotiate agreements with consultants to carry out the scope of work described in the grant contract.

Other Business

6. Review Draft September 21, 2015 Board Meeting Agenda

Staff submitted a revised version of the agenda, and noted that a new item 7 had been added: Consider Extension of Memorandum of Understanding Regarding Source Waters and Water Recycling.

Adjournment

The meeting was adjourned at 3:50 PM.