



EXHIBIT 20-A

**FINAL MINUTES
Monterey Peninsula Water Management District
Administrative Committee
December 5, 2017**

Call to Order

The meeting was called to order at 3:36 PM in the District Conference Room.

Committee members present: Brenda Lewis - Chair
Jeanne Byrne
Andrew Clarke

Staff present: Suresh Prasad, Administrative Services Manager/Chief Financial Officer
Sara Reyes, Sr. Office Specialist

Oral Communications

None

Items on Board Agenda for December 11, 2017

- 1. Consider Adoption of Minutes of November 6, 2017 Committee Meeting**
On a motion by Byrne and second by Clarke, the minutes of the November 6, 2017 meeting were approved on a vote of 3 – 0 by Byrne, Clarke and Lewis.

- 2. Consider Approval of Expenditure for Purchase of Ford F-150 4x4 Crew Cab Truck**
On a motion by Byrne and second by Clarke, the committee recommended that the Board authorize expenditure of funds to purchase a Ford-150 4x4 crew cab truck from Salinas valley Ford at a not-to-exceed price of \$31,000. The motion was approved on a vote of 3 – 0 by Byrne, Clarke and Lewis.

- 3. Consider Authorization to Renew Vehicle Maintenance Services Agreement with the City of Monterey for Five Years**
On a motion by Clarke and second by Byrne, the committee recommended that the Board authorize the General manager or the Chief Financial Officer to execute a vehicle maintenance agreement with the City of Monterey for five years from August 7, 2017 through August 8, 2022. The motion was approved on a vote of 3 – 0 by Clarke, Byrne and Lewis.

- 4. Consider Adopting Revised MPWMD Board Expense Reimbursement Policy**
On a motion by Byrne and second by Clarke, the committee recommended that the Board adopt the revised MPWMD Board Expense Reimbursement Policy. The motion was approved on a vote of 3 – 0 by Byrne, Clarke and Lewis.

5. Receive Pension Reporting Standards Government Accounting Standards Board Statement No. 68 Accounting Valuation Report

The committee received the report and took no further action.

6. Receive Alternative Measurement Method Report for Determining Annual Costs for Post-Employment Medical Benefits

The committee received the report and took no further action.

7. Consider Approval of Treasurer’s Report for September 2017

On a motion by Byrne and second by Clarke the committee recommended the Board adopt the September 2017 Treasurer’s Report and financial statements, and ratification of the disbursements made during the month. The motion was approved on a vote of 3 – 0 by Byrne, Clarke and Lewis.

8. Receive and File First Quarter Financial Activity Report for Fiscal Year 2017-2018

The committee received the report and took no further action.

9. Consider Approval of First Quarter Fiscal Year 2017-18 Investment Report

On a motion by Clarke and second by Byrne the committee recommended the Board approve the First Quarter Fiscal Year 2017-18 Investment Report. The motion was approved on a vote of 3 – 0 by Clarke, Byrne and Lewis.

Other Business

10. Review First Quarter Legal Services Activity Report for Fiscal Year 2017-2018

This report was presented for informational purposes only. No action was taken by the committee.

11. Review Draft December 11, 2017 Board Meeting Agenda

The committee reviewed the draft December 11, 2017 agenda and made no changes.

Adjournment

The meeting was adjourned at 4:19 PM.

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