



**EXHIBIT 20-B**

**FINAL MINUTES  
Monterey Peninsula Water Management District  
Administrative Committee  
February 13, 2018**

**Call to Order**

The meeting was called to order at 3:34 PM in the District Conference Room.

Committee members present: Brenda Lewis - Chair  
Andrew Clarke  
Molly Evans

Staff present: Suresh Prasad, Administrative Services Manager/Chief Financial Officer  
Stephanie Locke, Water Demand Manager  
Larry Hampson, Water Resources & Engineering Manager/District Engineer  
Sara Reyes, Sr. Office Specialist

**Oral Communications**

None

**Items on Board Agenda for February 22, 2018**

**1. Consider Adoption of Minutes of January 17, 2018 Committee Meeting**

On a motion by Clarke and second by Lewis, the minutes of the January 17, 2018 meeting were approved on a vote of 2 – 0 by Clarke and Lewis. Director Evans abstained from voting since she was not in attendance on January 17.

**2. Consider Approval of Purchase of Internet Licenses for Water Wise Gardening in Monterey County**

On a motion by Evans and second by Clarke, the committee recommended the Board approve the expenditure of \$5,000 and authorize the General Manager to renew the contract with GardenSoft to purchase a web license for the Monterey County Water Wise Landscaping software. The motion was approved on a vote of 3 – 0 by Evans, Clarke and Lewis.

**3. Consider Approval of Expenditure for Increased County Recording Fees and Increased Recording Activity**

On a motion by Clarke and second by Evans, the committee recommended the Board approve an increase in funding to accommodate an increase in the number of deed restrictions being recorded and the increase in the recording fees due to AB-2. The motion was approved on a vote of 3 – 0 by Clarke, Evans and Lewis.

**4. Consider Adoption of Resolution No. 2018-02 in Support of Entering into an Agreement with the California State Coastal Conservancy to Upgrade the Intake for the Sleepy Hollow Steelhead Rearing Facility**

On a motion by Evans and second by Clarke, the committee recommended that the Board adopt Resolution 2018-02 which authorizes the General Manager to enter into an agreement with the

California State Coastal Conservancy to receive up to \$1,800,000 in grant funds to improve the Sleepy Hollow Steelhead Rearing Facility intake. The motion was approved on a vote of 3 – 0 by Evans, Clarke and Lewis.

**5. Consider Approval of Treasurer’s Report for December 2017**

On a motion by Clarke and second by Evans, the committee recommended the Board adopt the December 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 Clarke, Evans and Lewis.

**6. Receive and File Second Quarter Financial Activity Report for Fiscal Year 2017-18**

The committee received the report and took no further action.

**7. Consider Approval of Second Quarter FY 2017-2018 Investment Report**

On a motion by Clarke and second by Evans, the committee recommended the Board approve the Second Quarter Fiscal Year 2017-2018 Investment Report. The motion was approved on a vote of 3 – 0 by Clarke, Evans and Lewis.

**8. Approve 2018 Committee Meeting Schedule**

On a motion by Evans and second by Clarke, the committee voted 3 to 0 to adopt the meeting schedule for 2018 and a date for January and February 2019. The motion was approved on a vote of 3 – 0 by Clarke, Evans and Lewis.

**9. Review Second 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.

**10. Review Draft February 22, 2018 Board Meeting Agenda**

A revised agenda was distributed to the committee for review. No action was taken by the committee.

**Adjournment**

The meeting was adjourned at 4:07 PM.