



**EXHIBIT 35-A**

**FINAL MINUTES  
Monterey Peninsula Water Management District  
Administrative Committee  
May 14, 2018**

**Call to Order**

The meeting was called to order at 3:30 PM in the District Conference Room.

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

Staff present: David Stoldt, General Manager  
Suresh Prasad, Administrative Services Manager/Chief Financial Officer  
Larry Hampson, Water Resources & Engineering Manager/District Engineer  
Kevan Urquhart, Sr. Fisheries Biologist  
Jonathan Lear, Senior Hydrologist  
Thomas Christensen, Riparian Projects Coordinator  
Sara Reyes, Sr. Office Specialist

**Oral Communications**

None

**Items on Board Agenda for May 21, 2018**

- 1. Consider Adoption of Minutes of April 9, 2018 Committee Meeting**  
On a motion by Clarke and second by Evans, the minutes of the April 9, 2018 meeting were approved on a vote of 3 – 0 by Clarke, Evans and Lewis.
  - 2. Consider Two-Year Extension for Use of Local Water Project Grant Funds – City of Seaside**  
On a motion by Clarke and second by Evans, the committee recommended the Board approve the request from the City of Seaside for a two-year extension of the Local Water Project Grant to June 30, 2020. The motion was approved on a vote of 3 – 0 by Clarke, Evans and Lewis.
  - 3. Consider Approval for Repair and Maintenance of the Sleepy Hollow Steelhead Rearing Facility Cooling Tower**  
On a motion by Evans and second by Clarke, the committee recommend the Board authorize the General Manager to enter into an agreement with Cooling Tower Technologies for cooling tower repair work for a not-to-exceed amount of \$51,000 for materials and labor. The motion was approved on a vote of 3 – 0 by Evans, Clarke and Lewis.
- 3A Ratify Emergency Expenditure to Zim Industries to Rewind Pump at Aquifer Storage and Recovery Well Number 1**  
On a motion by Clarke and second by Evans, the committee voted to add this emergency item to the May 14 Administrative Committee agenda. The motion was approved on a 3 – 0 vote by Clarke, Evans and Lewis.

On a motion by Evans and second by Clarke, the committee voted to recommend the Board ratify emergency expenditure of \$23,600 to Zim Industries to repair pump motor at ASR 1. The motion was approved on a 3 – 0 vote by Evans, Clarke and Lewis.

**4. Consider Authorizing the General Manager to Enter into Access and Maintenance Agreements for the Carmel River Bank Stabilization Project at Rancho San Carlos Road**

On a motion by Clarke and second by Evans, the committee voted to recommend the Board authorize the General Manager to make non-substantive changes to the sample access and maintenance agreement and to enter into agreement for the Carmel River Bank Stabilization Project at Rancho San Carlos Road. The motion was approved on a 3 – 0 vote by Clarke, Evans and Lewis.

**5. Authorize the General Manager to Enter into an Agreement with the Carmel Valley Trail and Saddle Club to Use an Irrigation Well for Mitigation Plantings and to Make Non Substantive Changes to the Draft Agreement**

On a motion by Evans and second by Clarke, the committee voted to recommend the Board authorize the General Manager to enter into an agreement with the Trail and Saddle Club to use the Trail and Saddle Club Irrigation Well for irrigation of riparian mitigation plantings and to make non substantive changes to the Draft Carmel Valley Trail and Saddle Club Well Use Agreement. The motion was approved on a 3 – 0 vote by Evans, Clarke and Lewis.

**6. Declaration of Surplus Assets**

On a motion by Clarke and second by Evans, the committee voted to recommend the Board declare the items presented as surplus assets to be either donated or disposed at the Monterey Regional Waste Management District. The motion was approved on a 3 – 0 vote by Clarke, Evans and Lewis.

**7. Consider Adoption of Treasurer’s Report for March 2018**

On a motion by Evans and second by Clarke, the committee voted to recommend the Board adopt the March 2018 Treasurer’s Report and financial statements, and ratification of the disbursements made during the month. The motion was approved on a 3 – 0 vote by Evans, Clarke and Lewis.

**8. Receive and File Third Quarter Financial Activity Report for Fiscal Year 2017-18**

On a motion by Clarke and second by Evans, the committee voted to recommend the Board receive and file the Third Quarter Financial activity report for fiscal year 2017-18. The motion was approved on a 3 – 0 vote by Clarke, Evans and Lewis.

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

On a motion by Evans and second by Clarke, the committee voted to recommend the Board approve the Third Quarter Fiscal Year 2017-18 Investment Report. The motion was approved on a 3 – 0 vote by Evans, Clarke and Lewis.

**10. Discuss and Recommend Creating Reserves for Pension Retirement and Other Post-Employment Benefits (OPEB) Unfunded Liability**

On a motion by Clarke and second by Evans, the committee voted to recommend the Board approve creating Pension Reserve and OPEB Reserve and to fund \$100,000 to each reserve as seed money to

start funding the District's pension/OPEB obligations. The motion was approved on a 3 – 0 vote by Clarke, Evans and Lewis.

**11. Review Third Quarter Legal Services Activity Report for Fiscal Year 2017-18**

This was presented as an informational item. No action was taken by the committee.

**12. Review Draft May 21, 2018 Board Meeting Agenda**

Closed session to be added for 6:30, plus new item sent by DS (see email). No action was taken by the committee.

**Adjournment**

The meeting was adjourned at 4:38 PM.

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