



**EXHIBIT 16-A**

**FINAL MINUTES  
Monterey Peninsula Water Management District  
Administrative Committee  
August 12, 2019**

**Call to Order**

The meeting was called to order at 4:04 PM in the District Conference Room.

Committee members present: George Riley – Chair  
Molly Evans  
Gary Hoffmann (participated by telephone)

Staff present: David J. Stoldt, General Manager  
Stephanie Locke, Water Demand Manger  
Thomas Christensen, Environmental Resources Manager  
Jon Lear, Water Resources Manager  
Suresh Prasad, Chief Financial Officer/Administrative Services Manager  
Kevan Urquhart, Senior Fisheries Biologist  
Maureen Hamilton, Water Resources Engineer  
Sara Reyes, Sr. Office Specialist

**Oral Communications**

None

**Items on Board Agenda for August 19, 2019**

- 1. Consider Adoption of Minutes of July 8, 2019 Committee Meeting**  
On a motion by Evans and second by Riley, the minutes of the July 8, 2019 meeting were approved on a vote of 2–0 by Evans and Riley. Director Hoffman abstained from voting due to his absence at the July 8, 2019 Committee meeting.
- 2. Consider Expenditure for Updates to Gardensoft Waterwise Gardening Software**  
On a motion by Evans and second by Riley, the committee voted to recommend the Board approve the modernization upgrades and fact sheets for a not-to-exceed expenditure of \$4,650. The motion was approved on a vote of 3 – 0 by Evans, Riley and Hoffman.
- 3. Consider Approval of Additional expenditure to Right on Q Hydrogeology (Michael Hutnak) for Technical Support for the Carmel River Basin Hydrologic Model**  
The committee unanimously agreed to present this item to the full Board for discussion as an Action Item on the August 12, 2019 Board agenda. No action was taken by the committee.
- 4. Consider Expenditure to Contract for Completion of Annual Carmel River Survey (*Exempt from CEQA – Section 15306*)**  
On a motion by Evans and second by Hoffman, the committee voted to recommend the Board authorize the General Manager to enter into an agreement with the University Foundation at CSUMB

for a not-to-exceed amount of \$24,839. The motion was approved on a vote of 3 – 0 by Evans, Hoffman and Riley.

**5. Consider Augmenting Expenditures for Permitting of a New Carmel River Fish Counting Weir (Exempt under CEQA Guidelines Section 15306 and 15378)**

On a motion by Evans and second by Riley, the committee voted to recommend the Board (1) approve an expenditure of \$3,288.75 for the CDFW LSAA five-year permit fee that increased in 2019; (2) authorize the General Manager to augment and extend an existing agreement with Denise Duffy & Associates for a not-to-exceed additional amount of \$5,000 for assistance with remaining permit acquisition; and (3) include a \$1,711.25 contingency for a total expenditure of \$10,000. The motion was approved on a vote of 3 – 0 by Evans, Riley and Hoffmann.

**6. Consider Expenditure for Pre-Purchase of Materials Necessary to Construct Santa Margarita Disinfection Facilities**

On a motion by Riley and second by Evans, the committee voted to recommend the Board (1) Make a finding under Public Contract Code Section 3400 (c) (2) and (3) that the materials to be purchased under this authorization are required in order to match other products in use within the Cal-Am system and that the necessary materials are available from one source; (2) Authorize the General Manager to enter into a contract with Hopkins Technical Products, Inc. to purchase chemical feed systems for the amount of \$80,469.28, with a 10% contingency for delivery, offloading, and/or storage to be authorized by MPWMD staff, for a total amount not-to-exceed (NTE) \$88,516. The motion was approved on a vote of 2 – 1 by Riley and Evans. Director Hoffmann voted against the motion. The motion included requests for additional information from staff in the report to be presented to the Board at the August 19, 2019 meeting.

**6A. Consider Expenditure for the Santa Margarita Water Disinfection Facilities Construction Management Services**

On a motion by Evans and second by Riley, the committee voted to recommend this item be placed on the August 19, 2019 as an Action Item and with additional information from staff. The motion was approved on a vote of of 3 – 0 by Evans, Riley and Hoffmann.

**7. Status Report on Measure J/Rule 19.8 Spending**

This item was presented as information to the committee. No action was required or taken by the committee.

**8. Review Fourth Quarter Legal Services Activity Report for Fiscal Year 2018-2019**

This item was presented as information to the committee. No action was required or taken by the committee.

**9. Review Draft August 19, 2019 Regular Board Meeting Agenda**

A revised draft agenda was submitted to the committee for review. No changes were made by the committee.

**Adjournment**

The meeting was adjourned at 6:03 PM.