



**FINAL MINUTES**  
**Monterey Peninsula Water Management District**  
**Finance and Administration Committee**  
*May 13, 2024*

Meeting Location: District Office, Main Conference Room  
5 Harris Court, Building G., Monterey, CA 93940  
(Hybrid: Meeting Held In-Person and via Zoom – Teleconferencing means)

**Call to Order**

Chair Riley called the meeting to order at 2:00 PM.

Committee members present: George Riley, Chair  
Alvin Edwards  
Karen Paull

District staff members present: David Stoldt, General Manager  
Nishil Bali, Chief Financial Officer /Administrative Services Manager  
Jonathan Lear, Water Resources Manager  
Maureen Hamilton, District Engineer  
Stephanie Locke, Water Demand Manager  
Thomas Christensen, Environmental Resources Manager  
Sara Reyes, Executive Assistant/Board Clerk  
Simona Mossbacher, HR Coordinator/Contract Specialist

District Counsel present: Michael Laredo, DeLay & Laredo

**Additions / Corrections to Agenda:**

None

**Comments from the Public:**

None

**Action Items:**

- 1. Consider Adoption of April 8, 2024 Committee Meeting Minutes**  
On a motion by Edwards and second by Riley, the minutes of the April 8, 2024 meeting were approved 3-0 (Paull, Edwards, and Riley), and 0-Noes.
- 2. Consider Adoption of Treasurer's Report for March 2024**  
On a motion by Paull and second by Edwards the Finance and Administration Committee recommended that the Board adopt the March 2024 Treasurer's Report and Statement of Revenues and Expenditures and ratify the disbursements made during the month. The motion was unanimously approved 3 – 0.

- 3. Receive and File Third Quarter Financial Activity Report for Fiscal Year 2023-2024**  
On a motion by Edwards and second by Riley, the Finance and Administration Committee recommended that the Board Receive and File the Third Quarter Financial Activity Report for Fiscal Year 2023-2024. The motion was approved unanimously on a 3 – 0 vote.
- 4. Consider Approval of the Third Quarter Fiscal Year 2023-2024 investment Report**  
On a motion by Paull and second by Edwards, the Finance and Administration Committee recommended that the Board approve the Third Quarter Fiscal Year 2023-2024 Investment Report. The motion was approved unanimously on a 3 – 0 vote.
- 5. Consider Renewal of Contract with JEA & Associates for Legislative and Administrative Services**  
On a motion by Paull and second by Riley, the Finance and Administration Committee recommended that the Board approve the proposed agreement with JEA & Associates for FY 2024-2025. The motion was approved unanimously on a 3 – 0 vote.
- 6. Consider Renewal of Contract with the Ferguson Group for Legislative and Administrative Services**  
On a motion by Edwards and second by Paull, the Finance and Administration Committee recommended that the Board approve the proposed agreement with The Ferguson Group for FY 2024-2025. The motion was approved unanimously on a 3 – 0 vote.
- 7. Consider Contract for Public Outreach Services with WellmanAd for Fiscal Year 2024-2025**  
On a motion by Paull and second by Edwards, the Finance and Administration Committee recommended that the Board approve the proposed agreement with WellmanAd for FY 2024-2025. The motion was approved unanimously on a 3 – 0 vote.
- 8. Consider Approval of Agreement with Lynx Technologies for Geographic Information System (GIS) Services**  
On a motion by Paull and second by Edwards, the Finance and Administration Committee recommended that the Board authorize the General Manager or Chief Financial Officer/Administrative Services Manager to enter into agreement(s) with Lynx Technologies to provide GIS services for an amount not-to-exceed \$35,000 annually for the next three years. The motion was approved unanimously on a 3 – 0 vote.
- 9. Consider Recommending the Board Authorize a Contract with Maggiora Brothers Drilling for Rehabilitation of Two ASR Wells**  
On a motion by Edwards and second by Paull, the Finance and Administration Committee recommended that the Board authorize the General Manager of his designee to enter into a contract with Maggiora Brothers Drilling, Inc. in the amount of \$302,985 with a 10% contingency for a total not-to-exceed amount of \$333,283.50 for rehabilitation of ASR-1 and ASR-2 wells. The motion was approved unanimously on a 3 – 0 vote.
- 10. Authorize Funds to Contract for Limited-Term Field Positions During FY 2024-2025**  
Nishil Bali, Chief Financial Officer/Administrative Services Manager reported to the Committee of a change on page 59 of the staff report. Mr. Bali reported that staff is requesting the Fisheries Aides to be paid \$20.00 per hour instead of \$18.00 per hour. Staff and the committee discussed the matter.

On a motion by Edwards and second by Riley, the Finance and Administration Committee recommended that the Board approve the limited-term Water Resources Assistant with changes

discussed by staff for up to a total of 990 hours of work and several Fisheries Aides for up to 2,765 hours of work as amended. The motion was approved unanimously on a 3 – 0 vote.

**11. Authorize Expenditure for Software Maintenance Agreements**

On a motion by Edwards and second by Paull, the Finance and Administration Committee recommended that the Board approve expenditures and contract agreements in the amount of \$197,000 to continue with annual software subscriptions and maintenance as shown in the table below. The motion was approved unanimously on a 3 -0 vote.

<b>Product</b>	<b>Price</b>
ESRI ArcGIS (District Wide)	12,500
Adobe Renewal (District Wide)	9,000
Anti-Virus (District Wide)	4,500
ProofPoint (Email Spam Filter)	2,500
Sonicwall (Firewall)	2,500
Office 365 Renewal (District Wide)	12,000
VM Ware (Server configuration)	2,000
Microsoft Veam/Azure (Backup)	24,000
DocuWare (Financial/HR)	24,500
Tyler Technologies (Financial/HR)	35,000
ClearGov (Financial)	5,500
GovInvest (Financial/HR)	7,500
Accela Support (Water Demand)	39,000
CaseWare Reporting (Financial)	9,500
Kisters North America (Hydrological)	7,000
<b>TOTAL</b>	<b>\$197,000</b>

**12. Consider Adoption of Resolution 2024-05 Establishing Article XIII (B) Fiscal Year 2023-2024 Appropriations Limit**

On a motion by Edwards and second by Riley, the Finance and Administration Committee recommended that the Board adopt Resolution No. 2024-05, a Resolution of the Board of Directors of the Monterey Peninsula Water Management District Establishing an Appropriations Limit for Fiscal Year 2024-2025 in the amount of \$2,236,614. The motion was approved unanimously on a 3 – 0 vote.

**Informational Items:**

**13. Report on Activity/Progress on Contracts Over \$25,000**

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

**14. Status Report on Measure J/Rule 19.8 Phase II Spending**

This item was presented as information to the committee.

Director Edwards asked staff to consider changing the title of this report to reflect the discussion had at the May 2, 2024 Board Workshop to, “Public’s Ownership of Monterey Water System.

**Discussion Item:**

**15. Review Draft May 20, 2024 Special and Regular Board Meeting Agenda and the Draft May 30, 2024 Special and Budget Workshop Meeting Agenda**

General Manager Stoldt reviewed the draft May 20, 2024 Special and Regular Board meeting agenda and stated that additional Action Items will be added to the agenda. The committee discussed the possibility of modifying the current title on a report: Status Report on Measure J / Rule 19.8 Phase III/IV Spending and requested to implement a new title on the agenda and report. No additional modifications were made by the committee.

**Adjournment**

There being no further business, Chair Riley adjourned the meeting at 3:41 PM.

/s/ Sara Reyes

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Sara Reyes, Committee Clerk to the  
*MPWMD Finance and Administration Committee*

Reviewed and Approved by the MPWMD Finance and Administration Committee on June 10, 2024.  
Received by the MPWMD Board of Directors on June 17, 2024.