

This meeting has been noticed according to the Brown Act rules.



AGENDA
Finance and Administration Committee
of the Monterey Peninsula Water Management District

March 11, 2024 at 2:00 PM [PST]

Meeting Location: MPWMD -- Main Conference Room
5 Harris Court, Building G, Monterey, CA 93940

[This is an In-Person meeting. Remote participation may be offered via Zoom, but this is optional as connectivity cannot be assured and thus is not a necessary requisite for the meeting to proceed in-person.]

To join by Zoom, please click the link below:
https://mpwmd-net.zoom.us/j/87245428660?pwd=bbbChZmGIYjONPv72afbDNqHFslxI.1

Or join at: https://zoom.us/
Webinar ID: 872 4542 8660
Meeting password: 031124
To Participate by Phone: (669) 900-9128

Director Alvin Edwards will be participating by Teleconferencing Means from 1868 Harding Street, Seaside, CA 93955

For detailed instructions on how to connect to the meeting, please see page 3 of this agenda.

This agenda was posted at the District website (www.mpwmd.net) and at 5 Harris Court, Bldg. G, Monterey, California on Thursday, March 7, 2024. Staff notes will be available on the District website at https://www.mpwmd.net/who-we-are/committees/board-committees/administrative-committee/ by 5:00 p.m. on Friday, March 8, 2024.

Table with 2 columns: Committee Members (George Riley, Alvin Edwards, Karen Paull, Marc Eisenhart) and Agenda Items (Call to Order, Additions and Corrections, Comments from Public, Action Items).

Mission Statement

Sustainably manage and augment the water resources of the Monterey Peninsula to meet the needs of its residents and businesses while protecting, restoring, and enhancing its natural and human environments.

Vision Statement

Model ethical, responsible, and responsive governance in pursuit of our mission.

Board's Goals and Objectives

Are available online at <https://www.mpwmd.net/who-we-are/mission-vision-goals/>

Informational Items - Public comment will be received. Please limit your comments to three (3) minutes per item.

5. Report on Activity/Progress on Contracts Over \$25,000
6. Status Report on Measure J/Rule 19.8 Phase II Spending

Discussion/Other Items - Public comment will be received. Please limit your comments to three (3) minutes per item.

7. Review Draft March 18, 2024 Special and Regular Board Meeting Agenda

Suggest Items to be Placed on Future Agendas

Adjournment

Accessibility

In accordance with Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), MPWMD will make a reasonable effort to provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. MPWMD will also make a reasonable effort to provide translation services upon request. Please send a description of the requested materials and preferred alternative format or auxiliary aid or service at least 48 hours prior to the scheduled meeting date/time. Requests should be forwarded to Sara Reyes by e-mail at sara@mpwmd.net or at (831) 658-5610.

Provide Public Comment at the Meeting

Attend In-Person

The Finance and Administration Committee meeting will be held in the Main Conference Room at **5 Harris Court, Building G, Monterey, CA 93942** and has limited seating capacity. Face coverings are encouraged, but not required. Please fill out a speaker card for each item you wish to speak on, and place in the speaker card box next to the Committee Clerk.

Attend via Zoom: See below "Instructions for Connecting to the **Zoom Meeting.**"

Submission of Public Comment via E-mail

Send comments to comments@mpwmd.net with one of the following subject lines "PUBLIC COMMENT ITEM #" (insert the item number relevant to your comment) or "PUBLIC COMMENT – ORAL COMMUNICATIONS." Staff will forward correspondence received to the Committee. Correspondence is not read during public comment portion of the meeting. However, all written public comment received becomes part of the official record of the meeting and placed on the District's website as part of the agenda packet for the meeting.

Submission of Written Public Comment

All documents submitted by the public must have no less than six (6) copies to be received and distributed by the **Clerk** prior to the Meeting.

Document Distribution

In accordance with Government Code §54957.5, any materials of public record relating to an agenda item for a meeting of a legislative body that is provided to a majority of the members less than 72 hours before the meeting will be made available at the District Office, 5 Harris Court, Building G., Monterey, CA, during normal business hours. Materials of public record that are distributed during the meeting shall be made available for public inspection at the meeting if prepared by the Board or a member of its legislative/advisory body, or the next business day after the meeting if prepared by some other person.

Instructions for Connecting to the Zoom Meeting

The public may remotely view and participate in the meeting to make public comments by computer, by phone, or smart device.

Please log on or call in as early as possible to address any technical issues that may occur and ensure you do not miss the time to speak on the desired item. Follow these instructions to log into Zoom from your computer, smart device, or telephone. (Your device must have audio capability to participate).

To join via Zoom-Teleconferencing, please click the link below:

<https://mpwmd-net.zoom.us/j/87245428660?pwd=bbbChZmGIYjONPv72afbDNqHFslxl.1>

Or join at: <https://zoom.us/>

Webinar ID: 872 4542 8660

Meeting password: 031124

To Participate by Phone: (669) 900-9128

1. Use the “raise hand” function to join the queue to speak on the current agenda item when the Chair calls the item for Public Comment.

COMPUTER / SMART DEVICE USERS: You can find the raise hand option under your participant name.

TELEPHONE USERS: The following commands can be entered using your phone’s dial pad:

- *6 – Toggle Mute / Unmute
- *9 – Raise Hand

2. Staff will call your name or the last four digits of your phone number when it is your time to speak.
3. You may state your name at the beginning of your remarks for the meeting minutes.
4. Speakers will have up to three (3) minutes to make their remarks. *The Chair may announce and limit time on public comment.*
5. You may log off or hang up after making your comments.

Refer to the Meeting Rules to review the complete Rules of Procedure for MPWMD Board and Committee Meetings:
<https://www.mpwmd.net/who-we-are/board-of-directors/meeting-rules-of-the-mpwmd/>

FINANCE AND ADMINISTRATION COMMITTEE**ITEM: ACTION ITEM****1. CONSIDER ADOPTION OF FEBRUARY 5, 2024 COMMITTEE MEETING MINUTES****Meeting Date: March 11, 2024****From: David J. Stoldt,
General Manager****Prepared By: Sara Reyes**

SUMMARY: Draft minutes of the February 5, 2024, Finance and Administration Committee meeting are attached as **Exhibit 1-A**.**RECOMMENDATION:** The Finance and Administration Committee should review the minutes and adopt them by motion.**EXHIBIT****1-A Draft Minutes of February 5, 2024 Committee Meeting**



EXHIBIT 1-A

DRAFT MINUTES **Monterey Peninsula Water Management District** **Finance and Administration Committee** *February 5, 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 Anderson called the meeting to order at 2:05 PM.

Committee members present: Karen Paull, Chair
 Alvin Edwards

Committee members absent: George Riley

District staff members present: David Stoldt, General Manager
 Nishil Bali, Administrative Services Manager/Chief Financial Officer
 Stephanie Locke, Water Demand Manager
 Kyle Smith, Water Conservation Specialist II
 Sara Reyes, Executive Assistant/Board Clerk

District staff members absent: None

District Counsel present: David Laredo, DeLay & Laredo

Additions / Corrections to Agenda:

None

Comments from the Public:

None

Action Items:

1. **Consider Adoption of January 16, 2024 Committee Meeting Minutes**
On a motion by Edwards and second by Paull, the minutes of the January 16, 2024 meeting were approved unanimously 2 – 0.
2. **Consider Approval of Annual Purchase of Internet License for Water Wise Gardening in Monterey**
On a motion by Edwards and second by Paull, the Finance and Administration Committee

recommended that the Board approve the expenditure of \$5000 to renew the internet license with GardenSoft for the Monterey County Water Wise Landscaping software. The motion was approved unanimously on a 2– 0 vote.

3. Consider Expenditure of Budgeted Funds for Water Conservation Equipment

On a motion by Edwards and second by Paull, the Finance and Administration Committee recommended that the Board approve an expenditure of up to \$20,000 to renew the District’s water conservation equipment prior to springtime outreach efforts. The motion was approved unanimously on a 2 – 0 vote.

4. Receive and File Second Quarter Financial Activity Report for Fiscal Year 2023-2024

Nishil Bali, Chief Financial Officer/Administrative Services Manager, reviewed this item with the Finance and Administration Committee and answered questions. No action was taken by the Committee.

5. Consider Approval of the Second Quarter Fiscal Year 2023-2024 Investment Report

On a motion by Edwards and second by Paull, the Finance and Administration Committee recommended that the Board approve the Second Quarter Fiscal Year 2023-2024 Investment Report. The motion was approved unanimously on a 2 – 0 vote.

6. Consider Adoption of Treasurer’s Report for December 2023

On a motion by Edwards and second by Paull the Finance and Administration Committee recommended that the Board adopt the December 2023 Treasurer’s Report and Statement of Revenues and Expenditures and ratify the disbursements made during the month. The motion was approved unanimously on a 2 – 0 vote.

Informational Items:

7. 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.

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

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

Discussion Item:

9. Adopt 2024 Committee Meeting Schedule

The committee examined and discussed and agreed to adopt the 2024 meeting schedule.

10. Review Draft February 12, 2024 Special and Regular Board Meeting Agenda

General Manager Stoldt reviewed the draft agenda with the committee. No changes were made by the committee.

Adjournment

Chair Paull adjourned the meeting at 3:02 PM.

FINANCE AND ADMINISTRATION COMMITTEE

ITEM: ACTION ITEM

2. DECLARATION OF SURPLUS ITEMS

Meeting Date: March 11, 2024 **Budgeted:** N/A

From: David J. Stoldt **Program/
General Manager** **Line Item No.:** N/A

Prepared By: Nishil Bali **Cost Estimate:** N/A

General Counsel Approval: N/A

Committee Recommendation: The Finance and Administration Committee reviewed this item on March 11, 2024 and recommended _____.

CEQA Compliance: This action does not constitute a project as defined by the California Environmental Quality Act Guidelines section 15378.

SUMMARY: On July 21, 2003, the District Board of Directors adopted a Policy Regarding Disposal of Surplus Property. The guidelines set forth in the District's policy state that Surplus District property that is determined to have no value may be donated to a non-profit organization that is willing to accept it or disposed of at a landfill or by other appropriate manner. Items listed on **Exhibit 2-A** have been determined to be of no value and need to be declared as surplus.

RECOMMENDATION: The Finance and Administration Committee should recommend that the Board declare the items listed on **Exhibit 2-A** as surplus items to be either donated or disposed at the Monterey Regional Waste Management District.

EXHIBIT

2-A Surplus List

EXHIBIT 2-A**MPWMD E-Waste Inventory**

	<u>Description</u>	<u>Serial No.</u>
1.	PC People Desktop x 14 quantity	N/A
2.	Lenovo Laptop	R9-K1YK8
3.	Lenovo Laptop	PC-00W0JY
4.	Windows Surface Tablet	039038550453
5.	HP ProDesk	MXL8512NB2
6.	Toshiba Laptop	540B1701PU

FINANCE AND ADMINISTRATION COMMITTEE

ITEM: ACTION ITEM

3. CONSIDER ADOPTION OF TREASURER'S REPORT FOR JANUARY 2024

Meeting Date: March 11, 2024 **Budgeted:** N/A

From: David J. Stoldt,
General Manager **Program/** N/A
Line Item No.:

Prepared By: Nishil Bali **Cost Estimate:** N/A

General Counsel Review: N/A

Committee Recommendation: The Finance and Administration Committee considered this item on March 11, 2024 and recommended _____.

CEQA Compliance: This action does not constitute a project as defined by the California Environmental Quality Act Guidelines Section 15378.

SUMMARY: Exhibit 3-A comprises the Treasurer's Report for January 2024. Exhibit 3-B includes listings of check disbursements for the period January 1-31, 2024. Checks, virtual checks (AP Automation), direct deposits of employee paychecks, payroll tax deposits, and bank charges resulted in total disbursements for the period in the amount of \$1,825,197.27. Exhibit 3-C reflects the unaudited version of the Statement of Revenues and Expenditures for the month ending January 31, 2024.

RECOMMENDATION: The Finance and Administration Committee should recommend that the Board adopt the January 2024 Treasurer's Report and Statement of Revenues and Expenditures and ratify the disbursements made during the month.

EXHIBITS

3-A Treasurer's Report

3-B Listing of Cash Disbursements-Regular

3-C Statement of Revenues and Expenditures

**MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
TREASURER'S REPORT FOR JANUARY 2024**

<u>Description</u>	<u>Checking</u>	<u>MPWMD Money Market</u>	<u>L.A.I.F.</u>	<u>Multi-Bank Securities*</u>	<u>MPWMD Total</u>	<u>PB Reclamation Money Market</u>
Beginning Balance	\$633,645.32	\$7,200,888.33	\$9,990,839.26	\$8,934,939.22	\$26,760,312.13	\$379,073.36
Fee Deposits		571,686.25			571,686.25	284,248.57
MoCo Tax & WS Chg Installment Pymt					0.00	
Interest Received			100,369.51	22,694.29	123,063.80	
Transfer - Checking/LAIF					0.00	
Transfer - Money Market/LAIF					0.00	
Transfer - Money Market/Checking	2,000,000.00	(2,000,000.00)			0.00	
Transfer - Money Market/Multi-Bank					0.00	
Transfer to CAWD					0.00	(379,000.00)
Voided Checks					0.00	
Bank Corrections/Reversals/Errors					0.00	
Bank Charges/Other	-				0.00	
Credit Card Fees	(738.82)				(738.82)	
Returned Deposits	-				0.00	
Payroll Tax/Benefit Deposits	(206,513.96)				(206,513.96)	
Payroll Checks/Direct Deposits	(247,630.02)				(247,630.02)	
General Checks	(3,141.89)				(3,141.89)	
Rebate Payments	(500.00)				(500.00)	
Bank Draft Payments	(12,140.35)				(12,140.35)	
AP Automation Payments	(1,354,532.23)				(1,354,532.23)	
Ending Balance	\$808,448.05	\$5,772,574.58	\$10,091,208.77	\$8,957,633.51	\$25,629,864.91	\$284,321.93

* Fixed Income investments are reported at par value

EXHIBIT 3-B

My Check Report



Monterey Peninsula Water Management Di

By Check Number

Date Range: 01/01/2024 - 01/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK	-Bank of America Checking					
01002	Monterey County Clerk	01/11/2024	Regular	0.00	50.00	40819
01020	Sara Reyes - Petty Cash Custodian	01/11/2024	Regular	0.00	225.63	40820
01195	California Dept. of Fish & Wildlife	01/25/2024	Regular	0.00	2,103.00	40822
04040	City of Seaside	01/25/2024	Regular	0.00	533.26	40823
26080	Nishil Bali	01/25/2024	Regular	0.00	110.00	40824
03979	Special Districts Association of Monterey Count	01/25/2024	Regular	0.00	120.00	40825
15399	Accela Inc.	01/09/2024	Virtual Payment	0.00	38,278.50	APA003989
00767	AFLAC	01/09/2024	Virtual Payment	0.00	771.59	APA003990
00263	Arlene Tavani	01/09/2024	Virtual Payment	0.00	1,044.60	APA003991
00253	AT&T	01/09/2024	Virtual Payment	0.00	1,348.56	APA003992
04043	Campbell Scientific, Inc.	01/09/2024	Virtual Payment	0.00	3,415.16	APA003993
12601	Carmel Valley Ace Hardware	01/09/2024	Virtual Payment	0.00	9.69	APA003994
18734	DeVeera Inc.	01/09/2024	Virtual Payment	0.00	19,900.92	APA003995
12655	Graphicsmiths	01/09/2024	Virtual Payment	0.00	175.00	APA003996
02833	Greg James	01/09/2024	Virtual Payment	0.00	804.58	APA003997
00993	Harris Court Business Park	01/09/2024	Virtual Payment	0.00	396.54	APA003998
00993	Harris Court Business Park	01/09/2024	Virtual Payment	0.00	396.85	APA003999
04717	Inder Osahan	01/09/2024	Virtual Payment	0.00	1,413.12	APA004000
13431	Lynx Technologies, Inc	01/09/2024	Virtual Payment	0.00	3,600.00	APA004001
00222	M.J. Murphy	01/09/2024	Virtual Payment	0.00	62.47	APA004002
05829	Mark Bekker	01/09/2024	Virtual Payment	0.00	435.46	APA004003
00242	MBAS	01/09/2024	Virtual Payment	0.00	2,745.00	APA004004
00118	Monterey Bay Carpet & Janitorial Svc	01/09/2024	Virtual Payment	0.00	1,260.00	APA004005
04729	Monterey Commercial Property Owners Associ	01/09/2024	Virtual Payment	0.00	400.00	APA004006
13396	Navia Benefit Solutions, Inc.	01/09/2024	Virtual Payment	0.00	852.83	APA004007
23759	Ozark Underground Lab, Inc	01/09/2024	Virtual Payment	0.00	935.43	APA004008
00036	Parham Living Trust	01/09/2024	Virtual Payment	0.00	850.00	APA004009
04736	Pitney Bowes Global Financial Svc, LLC	01/09/2024	Virtual Payment	0.00	392.41	APA004010
07627	Purchase Power	01/09/2024	Virtual Payment	0.00	59.01	APA004011
00262	Pure H2O	01/09/2024	Virtual Payment	0.00	65.54	APA004012
04359	The Carmel Pine Cone	01/09/2024	Virtual Payment	0.00	726.00	APA004013
09425	The Ferguson Group LLC	01/09/2024	Virtual Payment	0.00	6,058.58	APA004014
00024	Three Amigos Pest Control DBA Central Coast E	01/09/2024	Virtual Payment	0.00	104.00	APA004015
00207	Universal Staffing Inc.	01/09/2024	Virtual Payment	0.00	928.00	APA004016
20230	Zoom Video Communications Inc	01/09/2024	Virtual Payment	0.00	918.21	APA004017
00763	ACWA-JPIA	01/11/2024	Virtual Payment	0.00	313.56	APA004018
12601	Carmel Valley Ace Hardware	01/11/2024	Virtual Payment	0.00	133.58	APA004019
00224	City of Monterey	01/11/2024	Virtual Payment	0.00	697.75	APA004020
04041	Cynthia Schmidlin	01/11/2024	Virtual Payment	0.00	2,041.28	APA004021
18734	DeVeera Inc.	01/11/2024	Virtual Payment	0.00	4,044.00	APA004022
00986	Henrietta Stern	01/11/2024	Virtual Payment	0.00	2,826.24	APA004023
05371	June Silva	01/11/2024	Virtual Payment	0.00	732.40	APA004024
05830	Larry Hampson	01/11/2024	Virtual Payment	0.00	1,413.12	APA004025
00222	M.J. Murphy	01/11/2024	Virtual Payment	0.00	23.66	APA004026
00259	Marina Coast Water District	01/11/2024	Virtual Payment	0.00	177.74	APA004027
00259	Marina Coast Water District	01/11/2024	Virtual Payment	0.00	3,020.96	APA004028
00274	Monterey One Water	01/11/2024	Virtual Payment	0.00	1,156,508.76	APA004029
13396	Navia Benefit Solutions, Inc.	01/11/2024	Virtual Payment	0.00	1,143.74	APA004030
00154	Peninsula Messenger Service	01/11/2024	Virtual Payment	0.00	524.00	APA004031
19700	Shute, Mihaly & Weinberger LLP	01/11/2024	Virtual Payment	0.00	8,407.12	APA004032
00269	U.S. Bank	01/11/2024	Virtual Payment	0.00	5,779.76	APA004033
00269	U.S. Bank	01/11/2024	Virtual Payment	0.00	101.58	APA004034
00207	Universal Staffing Inc.	01/11/2024	Virtual Payment	0.00	696.00	APA004035
23550	WellmanAD	01/11/2024	Virtual Payment	0.00	8,325.00	APA004036

My Check Report

Date Range: 01/01/2024 - 01/31/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
01188	Alhambra	01/25/2024	Virtual Payment	0.00	143.09	APA004037
19446	American Fisheries Society	01/25/2024	Virtual Payment	0.00	135.00	APA004038
01015	American Lock & Key	01/25/2024	Virtual Payment	0.00	7.72	APA004039
00760	Andy Bell	01/25/2024	Virtual Payment	0.00	618.00	APA004040
14567	Applicant Information	01/25/2024	Virtual Payment	0.00	98.95	APA004041
12601	Carmel Valley Ace Hardware	01/25/2024	Virtual Payment	0.00	193.88	APA004042
14225	Cla-Val Company	01/25/2024	Virtual Payment	0.00	7,149.40	APA004043
00281	CoreLogic Information Solutions, Inc.	01/25/2024	Virtual Payment	0.00	1,314.91	APA004044
18734	DeVeera Inc.	01/25/2024	Virtual Payment	0.00	586.63	APA004045
22793	ETech Consulting, LLC	01/25/2024	Virtual Payment	0.00	525.00	APA004046
00192	Extra Space Storage	01/25/2024	Virtual Payment	0.00	936.00	APA004047
00993	Harris Court Business Park	01/25/2024	Virtual Payment	0.00	396.85	APA004048
00993	Harris Court Business Park	01/25/2024	Virtual Payment	0.00	396.54	APA004049
03857	Joe Oliver	01/25/2024	Virtual Payment	0.00	705.00	APA004050
26079	Jonathan Lee	01/25/2024	Virtual Payment	0.00	2,000.00	APA004051
24868	Loggerhead Navigation Company	01/25/2024	Virtual Payment	0.00	3,029.38	APA004052
00222	M.J. Murphy	01/25/2024	Virtual Payment	0.00	210.06	APA004053
00259	Marina Coast Water District	01/25/2024	Virtual Payment	0.00	226.74	APA004054
05829	Mark Bekker	01/25/2024	Virtual Payment	0.00	300.18	APA004055
00223	Martins Irrigation Supply	01/25/2024	Virtual Payment	0.00	21.69	APA004056
07418	McMaster-Carr	01/25/2024	Virtual Payment	0.00	766.54	APA004057
16182	Monterey County Weekly	01/25/2024	Virtual Payment	0.00	1,940.00	APA004058
00278	Monterey Tire Service	01/25/2024	Virtual Payment	0.00	30.37	APA004059
13396	Navia Benefit Solutions, Inc.	01/25/2024	Virtual Payment	0.00	1,143.74	APA004060
00755	Peninsula Welding Supply, Inc.	01/25/2024	Virtual Payment	0.00	64.50	APA004061
24869	Raftelis Financial Consultants, Inc.	01/25/2024	Virtual Payment	0.00	1,925.00	APA004062
13394	Regional Government Services	01/25/2024	Virtual Payment	0.00	2,422.08	APA004063
17968	Rutan & Tucker, LLP	01/25/2024	Virtual Payment	0.00	23,642.51	APA004064
00176	Sentry Alarm Systems	01/25/2024	Virtual Payment	0.00	524.75	APA004065
09989	Star Sanitation Services	01/25/2024	Virtual Payment	0.00	117.61	APA004066
04359	The Carmel Pine Cone	01/25/2024	Virtual Payment	0.00	2,178.00	APA004067
09425	The Ferguson Group LLC	01/25/2024	Virtual Payment	0.00	6,000.00	APA004068
18737	U.S. Bank Equipment Finance	01/25/2024	Virtual Payment	0.00	871.81	APA004069
00207	Universal Staffing Inc.	01/25/2024	Virtual Payment	0.00	928.00	APA004070
00271	UPEC, Local 792	01/25/2024	Virtual Payment	0.00	1,111.00	APA004071
04707	VertiGIS	01/25/2024	Virtual Payment	0.00	6,373.00	APA004072
08105	Yolanda Munoz	01/25/2024	Virtual Payment	0.00	540.00	APA004073
00252	Cal-Am Water	01/08/2024	Bank Draft	0.00	182.87	DFT0003132
00252	Cal-Am Water	01/08/2024	Bank Draft	0.00	78.79	DFT0003133
00758	FedEx	01/08/2024	Bank Draft	0.00	90.95	DFT0003134
00277	Home Depot Credit Services	01/08/2024	Bank Draft	0.00	66.19	DFT0003135
00259	Marina Coast Water District	01/09/2024	Bank Draft	0.00	-177.74	DFT0003136
00259	Marina Coast Water District	01/08/2024	Bank Draft	0.00	177.74	DFT0003136
00259	Marina Coast Water District	01/09/2024	Bank Draft	0.00	-3,020.96	DFT0003137
00259	Marina Coast Water District	01/08/2024	Bank Draft	0.00	3,020.96	DFT0003137
17964	SWRCB	01/08/2024	Bank Draft	0.00	399.00	DFT0003138
00266	I.R.S.	01/12/2024	Bank Draft	0.00	71,508.95	DFT0003142
00266	I.R.S.	01/12/2024	Bank Draft	0.00	6,226.06	DFT0003143
00267	Employment Development Dept.	01/12/2024	Bank Draft	0.00	13,293.13	DFT0003144
00252	Cal-Am Water	01/11/2024	Bank Draft	0.00	186.80	DFT0003145
00282	PG&E	01/11/2024	Bank Draft	0.00	10.18	DFT0003146
00282	PG&E	01/11/2024	Bank Draft	0.00	26.06	DFT0003147
00282	PG&E	01/11/2024	Bank Draft	0.00	54.84	DFT0003148
18163	Wex Bank	01/11/2024	Bank Draft	0.00	697.45	DFT0003149
17964	SWRCB	01/11/2024	Bank Draft	0.00	798.00	DFT0003152
00266	I.R.S.	01/26/2024	Bank Draft	0.00	12,548.73	DFT0003155
00266	I.R.S.	01/26/2024	Bank Draft	0.00	2,926.58	DFT0003156
00267	Employment Development Dept.	01/26/2024	Bank Draft	0.00	5,070.49	DFT0003157
00769	Laborers Trust Fund of Northern CA	01/10/2024	Bank Draft	0.00	35,650.00	DFT0003158
00758	FedEx	01/22/2024	Bank Draft	0.00	383.31	DFT0003159
00277	Home Depot Credit Services	01/25/2024	Bank Draft	0.00	96.37	DFT0003160

My Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
00282	PG&E	01/22/2024	Bank Draft	0.00	2,500.46	DFT0003161
00282	PG&E	01/22/2024	Bank Draft	0.00	2,515.49	DFT0003162
00282	PG&E	01/22/2024	Bank Draft	0.00	4,053.59	DFT0003163
00256	PERS Retirement	01/11/2024	Bank Draft	0.00	21,021.54	DFT0003180
00256	PERS Retirement	01/31/2024	Bank Draft	0.00	20,720.66	DFT0003185
00768	MissionSquare Retirement- 302617	01/26/2024	Bank Draft	0.00	4,885.88	DFT0003191
00768	MissionSquare Retirement- 302617	01/12/2024	Bank Draft	0.00	6,330.97	DFT0003195

Payment Type	Bank Code APBNK		Summary	
	Payable Count	Payment Count	Discount	Payment
Regular Checks	6	6	0.00	3,141.89
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	43	31	0.00	212,323.34
EFT's	0	0	0.00	0.00
Virtual Payments	143	85	0.00	1,354,832.23
	192	122	0.00	1,570,297.46

My Check Report

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: REBATES-02-Rebates: Use Only For Rebates 26086	Rita Boborg	01/11/2024	Regular	0.00	500.00	40821

Bank Code REBATES-02 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	500.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
Virtual Payments	0	0	0.00	0.00
	1	1	0.00	500.00

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	7	7	0.00	3,641.89
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	43	31	0.00	212,323.34
EFT's	0	0	0.00	0.00
Virtual Payments	143	85	0.00	1,354,832.23
	193	123	0.00	1,570,797.46

Fund Summary

Fund	Name	Period	Amount
99	POOL CASH FUND	1/2024	1,570,797.46
			1,570,797.46



MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
 STATEMENT OF REVENUES AND EXPENDITURES
 FOR THE MONTH JANUARY 31, 2024

	<u>Mitigation</u>	<u>Conservation</u>	<u>Water Supply</u>	<u>Current Period Activity</u>	<u>Current FY Year-to-Date Actual</u>	<u>Current FY Annual Budget</u>	<u>Prior FY Year-to-Date Actual</u>
REVENUES							
Property taxes	\$ -	\$ -	-	-	\$ 1,503,617	\$ 2,600,000	\$ 1,429,959
Water supply charge			-	-	-	3,400,000	2,022,764
User fees	308,484	118,717	71,950	499,151	3,584,393	6,000,000	3,401,962
Mitigation revenue	-			-	-	-	-
PWM Water Sales			1,646,510	1,646,510	8,622,358	13,275,500	8,312,194
Capacity fees			31,725	31,725	169,783	500,000	220,824
Permit fees	-	17,265		17,265	131,822	198,000	121,264
Investment income	33,122	32,118	35,129	100,370	316,289	150,000	129,463
Miscellaneous	-	-	840	840	7,719	15,000	14,083
Sub-total district revenues	341,606	168,100	1,786,154	2,295,861	14,335,982	26,138,500	15,652,513
Project reimbursements	-	2,500	-	2,500	498,007	1,251,200	275,826
Legal fee reimbursements		150		150	10,634	16,000	2,850
Grants	-	-	-	-	182,652	18,940,000	333,785
Recording fees		4,510		4,510	33,440	25,000	20,570
Sub-total reimbursements	-	7,160	-	7,160	724,733	20,232,200	633,032
From Reserves	-	-	-	-	-	2,067,550	-
Total revenues	341,606	175,260	1,786,154	2,303,021	15,060,715	48,438,250	16,285,544
EXPENDITURES							
Personnel:							
Salaries	115,539	84,169	187,776	387,484	1,763,643	2,902,800	1,544,131
Retirement	7,676	5,042	9,525	22,243	665,713	820,700	664,532
Unemployment Compensation	-	-	-	-	-	10,100	-
Auto Allowance	92	92	277	462	3,346	6,000	3,369
Deferred Compensation	165	165	495	825	6,178	10,700	5,622
Temporary Personnel	1,175	1,139	1,246	3,560	12,340	10,000	6,264
Workers Comp. Ins.	3,367	367	3,969	7,704	44,664	56,600	41,706
Employee Insurance	16,091	11,288	17,169	44,548	315,443	583,700	299,308
Medicare & FICA Taxes	1,668	1,282	2,085	5,034	25,574	49,500	25,907
Personnel Recruitment	33	32	35	99	639	8,000	513
Other benefits	292	283	309	884	1,584	2,000	1,378
Staff Development	272	264	289	825	4,594	26,400	6,450
Sub-total personnel costs	146,369	104,123	223,175	473,667	2,843,718	4,486,500	2,599,179
Services & Supplies:							
Board Member Comp	936	936	964	2,835	15,525	37,000	17,010
Board Expenses	691	636	710	2,036	3,752	8,000	2,964
Rent	415	403	440	1,258	13,878	26,300	13,896
Utilities	1,257	1,219	1,333	3,809	21,696	33,200	20,145
Telephone	1,190	862	753	2,805	32,822	47,000	27,873
Facility Maintenance	1,388	1,346	1,472	4,205	23,995	55,100	19,855
Bank Charges	272	263	288	823	7,033	25,100	10,272
Office Supplies	301	336	368	1,006	9,473	24,200	19,592
Courier Expense	171	166	182	519	4,345	7,600	4,702
Postage & Shipping	45	43	47	135	1,315	7,500	2,588
Equipment Lease	357	227	288	872	6,050	13,100	6,922
Equip. Repairs & Maintenance	-	-	-	-	3,660	5,100	1,197
Photocopy Expense							
Printing/Duplicating/Binding	-	-	-	-	-	-	-
IT Supplies/Services	19,272	18,688	20,440	58,400	222,157	260,000	220,389
Operating Supplies	1,046	1,469	272	2,787	14,846	21,200	3,306
Legal Services	-	-	304	304	203,464	400,000	173,244



MONTEREY PENINSULA WATER MANAGEMENT DISTRICT
 STATEMENT OF REVENUES AND EXPENDITURES
 FOR THE MONTH JANUARY 31, 2024

	Mitigation	Conservation	Water Supply	Current Period Activity	Current FY Year-to-Date Actual	Current FY Annual Budget	Prior FY Year-to-Date Actual
Professional Fees	4,595	4,456	4,873	13,924	201,671	455,100	176,921
Transportation	9,137	345	146	9,628	26,816	31,000	16,163
Travel	31	43	88	162	3,481	19,500	17,862
Meeting Expenses	494	505	497	1,495	4,713	19,800	8,544
Insurance	7,507	7,962	7,280	22,750	159,295	250,000	101,152
Legal Notices	-	-	-	-	-	2,600	-
Membership Dues	260	-	-	260	34,120	41,200	30,953
Public Outreach	318	202	256	775	2,555	3,100	110
Assessors Administration Fee	-	-	-	-	-	34,000	-
Miscellaneous	-	-	-	-	387	3,200	393
Sub-total services & supplies costs	49,682	40,104	41,002	130,788	1,017,051	1,829,900	896,052
Project expenditures	131,253	10,172	1,671,729	1,813,154	9,634,793	36,631,100	10,071,576
Fixed assets	-	216	-	216	37,042	230,000	240,519
Contingencies	-	-	-	-	-	70,000	-
Election costs	-	-	-	-	-	-	-
Debt service: Principal	-	-	-	-	-	-	-
Debt service: Interest	-	-	957	957	116	-	49,009
Flood drought reserve	-	-	-	-	-	171,056	-
Capital equipment reserve	-	-	-	-	-	330,300	-
General fund balance	-	-	-	-	-	1,089,394	270
Water Supply Charge Reserve	-	-	-	-	1,859,381	3,400,000	-
Pension reserve	-	-	-	-	-	100,000	-
OPEB reserve	-	-	-	-	-	100,000	-
Sub-total other	131,253	10,387	1,672,686	1,814,327	11,531,332	42,121,850	10,361,374
Total expenditures	327,305	154,615	1,936,862	2,418,782	15,392,101	48,438,250	13,856,605
Excess (Deficiency) of revenues over expenditures	\$ 14,301	\$ 20,645	\$ (150,708)	\$ (115,761)	\$ (331,386)	\$ -	\$ 2,428,939

ITEM: ACTION ITEM**4. CONSIDER ADOPTION OF MID-YEAR FISCAL YEAR 2023-2024 BUDGET ADJUSTMENT**

Meeting Date: March 11, 2024 **Budgeted:** N/A

From: David J. Stoldt, General Manager **Program/Line Item No.:** N/A

Prepared By: Nishil Bali **Cost Estimate:** N/A

General Counsel Review: N/A

Committee Recommendation: The Finance and Administration Committee considered this item on March 11, 2024 and recommended _____.

CEQA Compliance: This action does not constitute a project as defined by the California Environmental Quality Act Guidelines Section 15378.

SUMMARY: Annually, the District considers its financial position after the end of the first seven months of the fiscal year (FY). District staff has reviewed income and spending patterns from July 1, 2023, through the end of January 31, 2024, and determined that adjustments to the FY 2023-2024 Budget are required. The FY 2023-2024 Budget was adopted on June 20, 2023. Included in the budget adjustment process is a review of staffing levels, supplies, outside services, project expenditures, current work assignments, and other factors affecting the current budget. The table below summarizes the proposed changes to the budget:

**Monterey Peninsula Water Management District
2023-2024
Mid-Year Budget Adjustment-Summary**

<u>Revenue</u>	<u>Adopted</u>	<u>Change</u>	<u>Amended</u>
Property Tax	\$2,600,000	\$0	\$2,600,000
Permit Fees - WDD	150,000	\$1,075,000	1,225,000
Permit Fees - WDS	48,000	\$0	48,000
Capacity Fee	500,000	\$0	500,000
User Fees	6,000,000	\$0	6,000,000
Water Supply Charge	3,400,000	\$0	3,400,000
PWM Water Sales	13,275,500	\$0	13,275,500
Interest	150,000	\$0	150,000
Other	15,000	\$0	15,000
Subtotal District Revenues	26,138,500	1,075,000	27,213,500
Reimbursements - CAW	991,600	0	991,600
Reimbursements - PWM Project (Grant)	18,940,000	(6,400,000)	12,540,000
Reimbursements - Watermaster	39,600	0	39,600
Reimbursements - Reclamation	20,000	0	20,000
Reimbursements - FEMA	165,000	0	165,000
Reimbursements - Other	35,000	0	35,000

Reimbursements - Recording Fees	25,000	60,000	85,000
Reimbursements - Legal Fees	16,000	0	16,000
Subtotal Reimbursements	\$20,232,200	(\$6,340,000)	\$13,892,200
Carry Forward From Prior Year	886,500	0	886,500
From Capital Reserve	100,000	0	100,000
From Fund Balance	1,081,050	0	1,081,050
Total Revenues	\$48,438,250	(\$5,265,000)	\$43,173,250
<u>Expenditures</u>	<u>Adopted</u>	<u>Change</u>	<u>Amended</u>
Personnel	\$4,486,500	\$245,000	\$4,731,500
Supplies & Services	1,829,900	59,000	1,888,900
Project Expenditures	36,631,100	(6,160,142)	30,470,958
Fixed Assets	230,000	0	230,000
Capital Equip. Reserve	330,300	0	330,300
General Reserve Balance	1,089,394	591,142	1,680,536
Pension Reserve	100,000	0	100,000
OPEB Reserve	100,000	0	100,000
Water Supply Charge Reserve	3,400,000	0	3,400,000
Flood/Drought Reserve	171,056	0	171,056
Contingency	70,000	0	70,000
Total	\$48,438,250	(\$5,265,000)	\$43,173,250

As the table above indicates, most of the change is attributed to a decrease in project expenditures. Relatively lesser budget additions have been requested in operating expenditures for personnel, additional insurance costs, and vehicle repairs. Additional information regarding all other proposed changes, as well as their effect on reserves, is detailed in the background section of this report.

RECOMMENDATION: The Finance and Administration Committee should recommend that the Board adopt the proposed mid-year budget adjustment for FY 2023-2024.

BACKGROUND: The Board of Directors adopted the original FY 2023-2024 budget on June 20, 2023. The paragraphs below summarize the original budget, proposed mid-year adjustments to the budget, and projected reserves accounts.

Revenues

The 2023-2024 adopted budget anticipated revenue sources in the amount of \$48,438,250. Through January 31, 2024, actual revenue collections totaled \$15,060,715, or 31.09% of the budgeted amount. This includes budgeted revenues of \$3,400,000 for the Water Supply Charge, which is being set aside as reserves pending the outcome of existing litigation. District staff has analyzed the revenue activity for the first seven months of the FY, as well as activities scheduled for the remainder of the FY, and recommends various adjustments to the revenue portion of the budget as shown in **Exhibit 4-A** and discussed below:

1. Increase of \$1,075,000 in Permit Fees. This includes \$525,000 in Permit Fees for the Sand City Marriott project, \$325,000 for the Ascent Project, and \$225,000 for the Laguna Seca Villas project at Seaside.
2. Decrease of \$6,400,000 in grant reimbursements based on projected collections through the end of the FY. Both the project expenditures related to the grant and the revenue have been deferred to the next fiscal year based on the timing of the project.
3. Increase in reimbursements of \$60,000 for deed-restricted recording fees.

The cumulative effect of these revenue adjustments is a decrease of \$5,265,000 in projected revenues for FY 2023-2024.

Expenditures

The original budget envisioned expenditures of \$48,438,250 in the fiscal year ending June 30, 2024. Through January 31, 2024, actual expenditures totaled \$15,392,101 or 31.78% of the budgeted amount. The spending pattern at this point of the fiscal year is not unusual because project expenditures for the first half of each fiscal year are low. District staff has analyzed the expenditure activity for the first seven months of the fiscal year, as well as activities scheduled for the remainder of the fiscal year, and recommends various adjustments to the expenditure portion of the budget as discussed below:

- Changes to the operations budget are shown in **Exhibit 4-B**. The operations budget is proposed to be increased by \$304,000 with adjustments as follows:
 1. Increase in personnel services budget of \$245,000 to account for existing and projected retirement payouts and the hiring of temporary staff/retirees.
 2. Increase in Supplies and Services by \$36,000 for additional costs related to insurance and repair of District vehicles.
 3. Increase in IT Supplies and Services of \$20,000 to account for disaster backup services and upgrade of servers.
 4. No adjustments are proposed for the fixed assets budget.
- As presented on **Exhibit 4-C**, project expenditures decreased by a net amount of \$6,160,142. The main adjustments in the project budget are as follows:
 1. Decrease of \$6,400,000 for the Pure Water Expansion project as these expenditures are deferred to the next fiscal year.
 2. Decrease of \$30,000 towards Cal-Am Desal and Water Allocation Process as this is deferred to next fiscal year.
 3. Increase of \$1,896,500 for the District's operating water reserve. This will allow the purchase of an additional 500 Acre Feet of water from Monterey One Water based on actual supply.
 4. Decrease of \$1,700,000 for the Integrated Resource Water Management implementation grant. These expenditures are deferred to next year.
 5. Increase of \$34,158 for Seaside Basin Watermaster adjudication support.
 6. Increase of \$60,000 in reimbursable expenses for Deed Restriction Recording Fees.
 7. Other adjustments to the project expenditures as noted in the exhibit.

The cumulative effect of the adjustments to the expenditure side of the budget is a net decrease of \$5,856,142, excluding changes to the General Reserve balance.

Reserves

The District's reserve balance is projected to be as follows:

Reserves	Actual	FY 2023-24	Est. Balance 06/30/2024
	Balance 6/30/2023	Budget Changes	
Litigation/Insurance Reserve	250,000	0	\$250,000
Capital Reserve	1,294,800	230,300	\$1,525,100
Flood/Drought Reserve	328,944	171,056	\$500,000
Pension Reserve	500,000	100,000	\$600,000
OPEB Reserve	500,000	100,000	\$600,000
General Operating Reserve	19,085,887	(295,358)	\$18,790,529
Totals	\$21,959,631	\$305,998	\$22,265,629

The District estimates a total reserve balance of \$22,265,629 at June 30, 2024, as shown on **Exhibit 4-D**. This amount meets the minimum 5% of the operating budget requirement established by the Board during the 2005-06 budget process. The original adopted budget had a projected reserve balance of \$21,959,631 for the fiscal year. Use of the general operating reserve (carry forward of project funds from prior year) in the amount of \$886,500 as detailed in **Exhibit 4-D** remains unchanged for the mid-year budget.

EXHIBITS

- 4-A** Revenues
- 4-B** Operating Expenditures
- 4-C** Project Expenditures
- 4-D** Reserves Analysis

EXHIBIT 4-A

**Monterey Peninsula Water Management District
Mid-Year Budget Adjustment
Revenues
2023-2024**

<u>Description</u>	<u>Original Budget</u>	<u>Adjustment</u>	<u>Amended Budget</u>
Permit Fees - WDD	150,000	1,075,000	1,225,000
Reimbursements - PWM Project (Grant)	18,940,000	(6,400,000)	12,540,000
Deed Restriction Recording Fees	50,000	60,000	110,000
Total	<u>19,140,000</u>	<u>(5,265,000)</u>	<u>13,875,000</u>

EXHIBIT 4-B

**Monterey Peninsula Water Management District
Mid-Year Budget Adjustment - Operational Expenditures
2023-2024**

Personnel Costs

<u>Description</u>	<u>Original Budget</u>	<u>Adjustment</u>	<u>Amended Budget</u>
Personnel & Benefits	4,486,500	245,000	4,731,500
Total	<u>\$4,486,500</u>	<u>\$245,000</u>	<u>\$4,731,500</u>

Supplies & Services

<u>Division</u>	<u>Description</u>	<u>Original Budget</u>	<u>Adjustment</u>	<u>Amended Budget</u>
ASD	Insurance	250,000	23,000	273,000
ASD	IT Supplies/Services	260,000	20,000	280,000
ERD	Transportation Equipment	100,000	16,000	116,000
Total		<u>\$610,000</u>	<u>\$59,000</u>	<u>\$669,000</u>

EXHIBIT 4-C

**Monterey Peninsula Water Management District
Mid-Year Budget Adjustment-Project Expenditures
2023-2024**

<u>Division</u>	<u>Description</u>	<u>Original Budget</u>	<u>Adjustment</u>	<u>Amended Budget</u>
GMO	1-5-1 E PWM Project Expansion	16,800,000	(6,400,000)	10,400,000
GMO	1-15-1 Water Allocation Process	100,000	(30,000)	70,000
ERD	2-3-4 Adult Steelhead Counts	77,000	(10,000)	67,000
WRD	1-1-2 A Los Padres Dam Outlet Modifications	2,500	10,000	12,500
WRD	1-5-1 C PWM Operating Reserve	759,000	1,896,500	2,655,500
WRD	2-1-1 Operate/Maintain Proj. System	22,000	(5,000)	17,000
WRD	2-1-4 Channel Clearing	71,500	(20,000)	51,500
WRD	1-2-1 Los Padres Dam Long Term Plan	2,500	700	3,200
WRD	2-6-1 IRWM-DAC Needs Assessment	2,200,000	(1,700,000)	500,000
WRD	2-5-2 A Seaside Basin Watermaster (MMP implementation)	35,000	34,158	69,158
WDD	4-1-1 A Deed Restriction Recording Fees	50,000	60,000	110,000
WDD	4-1-1 B CEQA Compliance	2,000	4,000	6,000
WDD	4-2-2 J Gardensoft WaterWise Gardening (non-reimb)	5,500	(500)	5,000
WDD	4-2-1 A Public Education	0	20,000	20,000
WDD	4-2-2 D Water Conservation Devices (non-reimb)	50,000	(20,000)	30,000
Total		<u>\$20,177,000</u>	<u>(\$6,160,142)</u>	<u>\$14,016,858</u>

EXHIBIT 4-D

**Monterey Peninsula Water Management District
Analysis of Reserves
2023-2024**

Reserves	Actual Balance 6/30/2023	FY 2023-2024 Budget Changes	Est. Balance 06/30/2024
Litigation/Insurance Reserve	250,000	0	\$250,000
Capital Reserve	1,294,800	230,300	\$1,525,100
Flood/Drought Reserve	328,944	171,056	\$500,000
Pension Reserve	500,000	100,000	\$600,000
OPEB Reserve	500,000	100,000	\$600,000
General Operating Reserve	19,085,887	(295,358)	\$18,790,529
Totals	\$21,959,631	\$305,998	\$22,265,629
 Water Supply Charge Reserve	 0	 3,400,000	 \$3,400,000
 Current Fiscal Year Use of Reserves		 \$ -	
Current Fiscal Year Excess Revenue		\$ 591,142	
Carry Forward Projects from Prior Year		(886,500)	
Net Change in General Reserve for Current Fiscal Year		<u>\$ (295,358)</u>	

FINANCE AND ADMINISTRATION COMMITTEE

ITEM: INFORMATIONAL ITEM

5. REPORT ON ACTIVITY/PROGRESS ON CONTRACTS OVER \$25,000

Meeting Date: March 11, 2024 **Budgeted:** N/A

From: David J. Stoldt,
General Manager **Program/** N/A
Line Item No.:

Prepared By: Nishil Bali **Cost Estimate:** N/A

General Counsel Review: N/A

Committee Recommendation: The Finance and Administration Committee reviewed this item on March 11, 2024.

CEQA Compliance: This action does not constitute a project as defined by the California Environmental Quality Act Guidelines Section 15378.

SUMMARY: Attached for review as **Exhibit 5-A** is a monthly status report on contracts over \$25,000 for the period January 2024. This status report is provided for information only, no action is required.

EXHIBIT

5-A Status on District Open Contracts (over \$25k)

EXHIBIT 5-A

**Monterey Peninsula Water Management District
Status on District Open Contracts (over \$25K)
For The Period January 2024**

Contract	Description	Date Authorized	Contract Amount	Prior Period Expended To Date	Current Period Spending	Total Expended To Date	Current Period Activity	P.O. Number	
	Accela	Accela Annual Subscription Service 2024	6/20/2023	\$ 38,278.50	\$ -	\$ 38,278.50	\$ 38,278.50	Annual billing for Accela maintenance services	PO03618
1	Rutan & Tucker, LLP	Measure J/Rule 19.8 Eminent Domain Phase IV	2/24/2023	\$ 200,000.00	\$ 23,642.51		\$ 23,642.51		PO03639
2	DeVeera Inc.	Surveillance Video Equipment & Installation	2/24/2023	\$ 37,955.00	\$ 35,951.71		\$ 35,951.71		PO03578
3	Telemetrix	Flood Repair Services for Sleepy Hollow Facility	1/23/2023	\$ 85,000.00	\$ 41,124.09		\$ 41,124.09		PO03556
4	Clifton Larson Allen LLP	Audit for FYE 2022-23	8/21/2023	\$ 64,000.00	\$ 39,900.00		\$ 39,900.00		PO03541
5	Rincon Consultants, Inc.	Environmental Consulting Services for Water Allocation	5/25/2023	\$ 29,000.00	\$ 21,944.25		\$ 21,944.25		PO03525
6	Regional Government Services	HR Contracted Services for FY 2023-2024	6/20/2023	\$ 25,000.00	\$ 12,818.99	\$ 1,915.55	\$ 14,734.54	Current period billing for HR contract services	PO03499
7	Tyler Technologies	Incode Software Maintenance 09/2023-08/2024	6/20/2023	\$ 33,266.25	\$ 32,673.11		\$ 32,673.11		PO03476
8	Schaaf & Wheeler	Drawing Support Services	4/23/2023	\$ 30,000.00	\$ 6,752.50		\$ 6,752.50		PO03474
9	Lynx Technologies, Inc	GIS Consultant Contract for 2023-2024	6/20/2023	\$ 35,000.00	\$ 15,750.00	\$ 2,550.00	\$ 18,300.00	Current period billing for GIS services	PO03475
10	DeVeera Inc.	IT Managed Services Contract FY 2023-2024	6/15/2020	\$ 62,500.00	\$ 31,152.00	\$ 5,192.00	\$ 36,344.00	Current period billing for IT managed services	PO03433
11	JEA & Associates	Legislative and Administrative Services	6/20/2023	\$ 40,800.00	\$ 20,400.00	\$ 3,400.00	\$ 23,800.00	Current period retainer billing	PO03412
12	The Ferguson Group LLC	Contract for Legislative Services for FY 2023-2024	6/20/2023	\$ 72,000.00	\$ 36,148.86	\$ 6,058.67	\$ 42,207.53	Current period retainer billing	PO03411
13	Montgomery & Associates	Annual Groundwater Modeling Support	6/20/2023	\$ 55,000.00	\$ -		\$ -		PO03408
14	Maggiora Bros. Drilling, Inc	ASR Support from Maggiora Bros for Well Work	6/20/2023	\$ 50,000.00	\$ -		\$ -		PO03407
15	Pueblo Water Resources, Inc.	ASR Operations Support	6/20/2023	\$ 25,000.00	\$ -		\$ -		PO03406
16	CSC	Recording Fees	7/1/2023	\$ 50,000.00	\$ 30,000.00		\$ 30,000.00		PO03402
17	WellmanAD	Public Outreach Consultant	7/1/2023	\$ 94,500.00	\$ 56,225.00		\$ 56,225.00		PO03380
18	Montgomery & Associates	Tularcitos ASR Feasibility Study	3/20/2023	\$ 119,200.00	\$ 14,642.00		\$ 14,642.00		PO03368
19	Kevin Robert Knapp/ Tierra Plan LLC	Surface Water Data Portal	11/14/2022	\$ 27,730.00	\$ 24,025.81		\$ 24,025.81		PO03302
20	City of Monterey	MPWMD Local Water Project Development Grant	10/17/2022	\$ 25,000.00	\$ 14,955.50		\$ 14,955.50		PO03242
21	DeVeera Inc.	HP Smart Array 2062 SAN Server	12/12/2022	\$ 160,000.00	\$ 157,273.63		\$ 157,273.63		PO03222
22	DeVeera Inc.	Board Conference Room A/V Upgrade	12/12/2022	\$ 30,000.00	\$ 19,012.00		\$ 19,012.00		PO03221
23	Access Monterey Peninsula	Board Conference Room A/V Upgrade	12/12/2022	\$ 25,000.00	\$ 24,383.71		\$ 24,383.71		PO03220

Monterey Peninsula Water Management District
Status on District Open Contracts (over \$25K)
For The Period January 2024

Contract	Description	Date Authorized	Contract Amount	Prior Period Expended To Date	Current Period Spending	Total Expended To Date	Current Period Activity	P.O. Number	
24	Montgomery & Associates	Annual Groundwater Modeling Support	6/20/2022	\$ 50,000.00	\$ 7,957.00	\$ 7,957.00		PO03193	
25	Telemetrix	Consultant Services for Sleepy Hollow Facility	6/20/2022	\$ 27,060.00	\$ 24,554.64	\$ 24,554.64		PO03121	
26	De Lay & Laredo	Measure J/Rule 19.8 Appraisal/Water Rights Phase 3	8/15/2022	\$ 75,000.00	\$ 45,490.46	\$ 45,490.46		PO03113	
27	Monterey One Water	PWM Expansion Project Amd #6	11/15/2021	\$ 1,200,000.00	\$ 909,545.39	\$ 909,545.39		PO03042	
28	DeVeera Inc.	BDR Datto Services Contract FY 2022-2024	9/6/2019	\$ 35,136.00	\$ 32,940.00	\$ 32,940.00		PO03027	
29	MBAS	ASR Water Quality	6/20/2022	\$ 40,000.00	\$ 14,202.00	\$ 14,202.00		PO02982	
30	City of Sand City	IRWM Grant Reimbursement	3/28/2022	\$ 1,084,322.50	\$ 19,554.85	\$ 13,880.45	\$ 33,435.30	Current period IRWM Grant reimbursement	PO03093
31	Marina Coast Water District	IRWM Grant Reimbursement	3/28/2022	\$ 83,079.00	\$ 42,375.00	\$ 40,704.00	\$ 83,079.00	Current period IRWM Grant reimbursement	PO02947
32	City of Seaside	IRWM Grant Reimbursement	3/28/2022	\$ 578,987.90	\$ 442,866.17	\$ 58,784.58	\$ 501,650.75	Current period IRWM Grant reimbursement	PO02948
33	Montgomery & Associates	Annual Groundwater Modeling support	11/15/2021	\$ 50,000.00	\$ 44,122.00	\$ 44,122.00		PO02849	
34	DUDEK	Grant administration services for the Proposition 1 IRWM Implementation	12/14/2020	\$ 114,960.00	\$ 48,465.00	\$ 1,953.75	\$ 50,418.75	Current period billing for Prop 1 IRWM grant administration services	PO02847
35	Shute, Mihaly & Weinberger LLP	Measure J LAFCO Litigation Legal Services	1/1/2022	\$ 400,000.00	\$ 376,690.98	\$ 6,331.46	\$ 383,022.44	Current period billing for LAFCO Measure J litigation services	PO02843
36	Reiff Manufacturing	Quarantine tanks for the Sleepy Hollow steelhead facility	10/18/2022	\$ 48,000.00	\$ 40,350.00	\$ 40,350.00		PO02824	
37	Tetra Tech, Inc.	Engineering services Sleepy Hollow Facility Upgrade	6/21/2021	\$ 67,500.00	\$ 46,108.64	\$ 46,108.64		PO02693	
38	Monterey One Water	PWM Deep Injection Well #4 Design/Construction	9/21/2020	\$ 4,070,000.00	\$ 1,839,650.64	\$ 1,839,650.64		PO02604	
39	Weston Solutions, Inc.	UXO Support Services	6/15/2020	\$ 26,378.70	\$ 6,521.66	\$ 6,521.66		PO02371	
40	Pueblo Water Resources, Inc.	ASR SMWTF Engineering Services During Construction	10/21/2019	\$ 148,100.00	\$ 142,709.87	\$ 142,709.87		PO02163	
41	U.S. Bank Equipment Finance	Copier machine leasing - 60 months	7/15/2019	\$ 52,300.00	\$ 45,451.75	\$ 871.81	\$ 46,323.56	Current period billing for photocopy machine lease	PO02108
42	DUDEK	Consulting Services for Prop 1 grant proposal	4/15/2019	\$ 95,600.00	\$ 94,315.05	\$ 94,315.05		PO01986	
43	Tetra Tech, Inc.	Engineering services Sleepy Hollow Facility Upgrade	7/16/2018	\$ 30,000.00	\$ 26,878.87	\$ 26,878.87		PO01880	
44	Pueblo Water Resources, Inc.	ASR Backflush Basin Expansion, CM services	7/16/2018	\$ 96,034.00	\$ 68,919.39	\$ 68,919.39		PO01778	
45	Colantuono, Highsmith, & Whatley, PC	MPTA Legal Matter	7/1/2018	\$ 250,000.00	\$ 239,380.43	\$ 304.35	\$ 239,684.78	Current period billing for MPTA legal matter	PO01707
46	Pueblo Water Resources, Inc.	Seaside Groundwater Basin Geochemical Study	1/24/2018	\$ 68,679.00	\$ 57,168.85	\$ 57,168.85		PO01628	
47	Pueblo Water Resources, Inc.	SSAP Water Quality Study	8/21/2017	\$ 94,437.70	\$ 44,318.11	\$ 44,318.11		PO01510	

FINANCE AND ADMINISTRATION COMMITTEE**ITEM: INFORMATIONAL ITEM****6. STATUS REPORT ON MEASURE J/RULE 19.8 PHASE III/IV SPENDING****Meeting Date: March 11, 2024 Budgeted: N/A****From: David J. Stoldt, General Manager Program/ Line Item No.: N/A****Prepared By: Nishil Bali Cost Estimate: N/A****General Counsel Review: N/A****Committee Recommendation: The Finance and Administration Committee reviewed this item on March 11, 2024.****CEQA Compliance: This action does not constitute a project as defined by the California Environmental Quality Act Guidelines Section 15378.**

SUMMARY: Attached for review as **Exhibit 6-A** is a monthly status report on Measure J/Rule 19.8 spending for the period January 2024. This status report is provided for information only, no action is required.

EXHIBIT**6-A Status on Measure J/Rule 19.8 Phase III/IV Spending**

EXHIBIT 6-A

**Monterey Peninsula Water Management District
Status on Measure J/Rule 19.8 Spending Phase IV
Through January 2024**

Contract	Date Authorized	Authorized Amount	Prior Period Spending	Current Period Spending	Total Expended To Date	Spending Remaining	Project No.
Phase IV - Authorization (unallocated)	11/13/2023	\$ 120,000.00	\$ -			\$ 120,000.00	
1 Eminent Domain Legal Counsel	12/16/2019	\$ 200,000.00	\$ 23,642.51		\$ 23,642.51	\$ 176,357.49	PA00009-01
2 Appraisal Services	8/21/2023	\$ 200,000.00	\$ 4,895.00	\$ 4,197.50	\$ 9,092.50	\$ 190,907.50	PA00009-03
3 District Legal Counsel		\$ 100,000.00	\$ 47,509.50	\$ 5,959.00	\$ 53,468.50	\$ 46,531.50	PA00009-05
Total		\$ 620,000.00	\$ 76,047.01	\$ 10,156.50	\$ 86,203.51	\$ 533,796.49	

**Monterey Peninsula Water Management District
Status on Measure J/Rule 19.8 Spending Phase III
Through January 2024**

Contract	Date Authorized	Authorized Amount	Prior Period Spending	Current Period Spending	Total Expended To Date	Spending Remaining	Project No.
1 Eminent Domain Legal Counsel	12/16/2019	\$ 200,000.00	\$ 98,283.28		\$ 98,283.28	\$ 101,716.72	PA00007-01
2 Appraisal Services	4/17/2023	\$ 220,000.00	\$ 220,000.75		\$ 220,000.75	\$ (0.75)	PA00007-03
3 District Legal Counsel	12/16/2019	\$ 100,000.00	\$ 46,361.50		\$ 46,361.50	\$ 53,638.50	PA00007-05
4 Real Estate Appraiser	8/15/2022	\$ 80,000.00	\$ 53,309.64		\$ 53,309.64	\$ 26,690.36	PA00007-06
5 Water Rights Appraisal	8/15/2022	\$ 75,000.00	\$ 45,490.46		\$ 45,490.46	\$ 29,509.54	PA00007-10
6 Contingency/Miscellaneous	12/16/2019	\$ -	\$ -		\$ -	\$ -	PA00007-20
Total		\$ 675,000.00	\$ 463,445.63	\$ -	\$ 463,445.63	\$ 211,554.37	

1 Measure J CEQA Litigation Legal Services	12/23/2020	\$ 200,000.00	\$ 140,303.06		\$ 140,303.06	\$ 59,696.94	PA00005-15
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1 Measure J LAFCO Litigation Legal Services	1/1/2022	\$ 400,000.00	\$ 368,283.86	\$ 6,331.46	\$ 374,615.32	\$ 25,384.68	PA00005-16
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**Monterey Peninsula Water Management District
Status on Measure J/Rule 19.8 Spending Phase II
Through September 2022**

	Contract	Date Authorized	Authorized Amount	Prior Period Spending	Current Period Spending	Total Expended To Date	Spending Remaining	Project No.
1	Eminent Domain Legal Counsel	9/20/2021	\$ 345,000.00	\$ 168,265.94		\$ 168,265.94	\$ 176,734.06	PA00005-01
2	CEQA Work	12/16/2019	\$ 134,928.00	\$ 134,779.54		\$ 134,779.54	\$ 148.46	PA00005-02
3	Appraisal Services	9/20/2021	\$ 430,000.00	\$ 188,683.75		\$ 188,683.75	\$ 241,316.25	PA00005-03
4	Operations Plan	12/16/2019	\$ 145,000.00	\$ 94,860.00		\$ 94,860.00	\$ 50,140.00	PA00005-04
5	District Legal Counsel	12/16/2019	\$ 40,000.00	\$ 162,254.16		\$ 162,254.16	\$ (122,254.16)	PA00005-05
6	MAI Appraiser	6/15/2020	\$ 170,000.00	\$ 76,032.00		\$ 76,032.00	\$ 93,968.00	PA00005-06
7	Jacobs Engineering	12/16/2019	\$ 87,000.00	\$ 86,977.36		\$ 86,977.36	\$ 22.64	PA00005-07
8	LAFCO Process	11/15/2021	\$ 240,000.00	\$ 217,784.62		\$ 217,784.62	\$ 22,215.38	PA00005-08
9	PSOMAS	9/20/2021	\$ 28,000.00	\$ 25,900.00		\$ 25,900.00	\$ 2,100.00	PA00005-09
10	Contingency/Miscellaneous/Uncommitted	12/16/2019	\$ 289,072.00	\$ 38,707.08		\$ 38,707.08	\$ 250,364.92	PA00005-20
	Total		\$ 1,909,000.00	\$ 1,194,244.45	\$ -	\$ 1,194,244.45	\$ 714,755.55	

**Phase I Costs
Status on Measure J/Rule 19.8 Spending
Through November 2019**

	Contract	Date Authorized	Authorized Amount	Prior Period Spending	Current Period Spending	Total Expended To Date	Spending Remaining	Project No.
1	Eminent Domain Legal Counsel	12/17/2018	\$ 100,000.00	\$ 160,998.16		\$ 160,998.16	\$ (60,998.16)	PA00002-01
2	Investment Banking Services	2/21/2019	\$ 30,000.00	\$ 27,000.00		\$ 27,000.00	\$ 3,000.00	PA00002-02
3	Valuation & Cost of Service Study Consultant	2/21/2019	\$ 355,000.00	\$ 286,965.17		\$ 286,965.17	\$ 68,034.83	PA00002-03
4	Investor Owned Utility Consultant	2/21/2019	\$ 100,000.00	\$ 84,221.69		\$ 84,221.69	\$ 15,778.31	PA00002-04
5	District Legal Counsel		\$ 35,000.00	\$ 41,897.59		\$ 41,897.59	\$ (6,897.59)	PA00002-05

	Contract	Date Authorized	Authorized Amount	Prior Period Spending	Current Period Spending	Total Expended To Date	Spending Remaining	Project No.
6	Contingency/Miscellaneous		\$ 30,000.00	\$ 45,495.95		\$ 45,495.95	\$ (15,495.95)	PA00002-10
	Total		\$ 650,000.00	\$ 646,578.56	\$ -	\$ 646,578.56	\$ 3,421.44	

This meeting has been noticed according to the Brown Act rules. The Board of Directors meets regularly on the third Monday of each month, except in January and February. The meetings begin at 6:00 PM, *unless otherwise noted.*



DRAFT AGENDA
Special and Regular Meeting
Board of Directors
Monterey Peninsula Water Management District

Monday, March 18, 2024 at 5:00 p.m. [PST]

Meeting Location: MPWMD – Main Conference Room
 5 Harris Court, Building G, Monterey, CA 93940

[This is an In-Person meeting. Remote participation may be offered via Zoom, but this is optional as connectivity cannot be assured and thus is not a necessary requisite for the meeting to proceed in-person.]

To Join via Zoom- Teleconferencing means, please click the link below:

Or join at: <https://zoom.us/>

Webinar ID:

Passcode:

To Participate by Phone: (669) 900-9128

For detailed instructions on how to connect to the meeting, please see page 5 of this agenda.

You may also view the live webcast on AMP <https://accessmediaproductions.org/>
 scroll down to the bottom of the page and select AMP 1.

This agenda was posted at the District website (www.mpwmd.net) and at 5 Harris Court, Bldg. G, Monterey, California on _____, 2024. Staff notes will be available on the District web site at <http://www.mpwmd.net/who-we-are/board-of-directors/bod-meeting-agendas-calendar/> by 5:00 P.M. on Friday, March 15, 2024.

CLOSED SESSION AT 5:00 P.M.

CALL TO ORDER / ROLL CALL

Board of Directors

Amy Anderson, Chair – Division 5
 George Riley, Vice-Chair – Division 2
 Alvin Edwards – Division 1
 Marc Eisenhart – Division 3
 Karen Paull – Division 4
 Mary L. Adams– Monterey County Board of Supervisors Representative
 Ian Oglesby– Mayoral Representative

General Manager

David J. Stoldt

Mission Statement

Sustainably manage and augment the water resources of the Monterey Peninsula to meet the needs of its residents and businesses while protecting, restoring, and enhancing its natural and human environments.

Vision Statement

Model ethical, responsible, and responsive governance in pursuit of our mission.

Board's Goals and Objectives

Are available online at: <https://www.mpwmd.net/who-we-are/mission-vision-goals/>

ADDITIONS AND CORRECTIONS TO THE AGENDA – *The General Manager will announce agenda corrections and proposed additions, which may be acted on by the Board as provided in Sections 54954.2 of the California Government Code.*

PUBLIC COMMENT ON THE CLOSED SESSION AGENDA – *Members of the public may address the Board on the item or items listed on the Closed Session agenda.*

CLOSED SESSION – *As permitted by Government code Section 54956.9 et seq., the Board may recess to closed session to consider specific matters dealing with pending or threatened litigation, certain personnel matters or certain property acquisition matters.*

- CS 1. Conference with Labor Negotiators (Gov Code §54957.8)
 Agency Designated Representatives: David Stoldt
 Employee Organization: General Staff and Management Bargaining Units Represented by United Public Employees of California/LIUNA, Local 792
 Unrepresented Employees: Confidential Unit
- CS 2. Conference with Legal Counsel – Existing Litigation (§54956.9(d)(1)), MPWMD v. LAFCO – Case No. 22 CV 000925
- CS 3. Conference with Legal Counsel – Existing Litigation (§54956.9(d)(1)), MPWMD v. Cal-Am – Case No. 23 CV 004102
- CS4. Public Employee Performance Evaluation, (Gov Code §54957) - Title: General Counsel, David Laredo

RECESS TO CLOSED SESSION

Any Closed Session Items not completed may be continued to after the end of all open session items.

REGULAR SESSION AT 6:00 P.M.

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

ADDITIONS AND CORRECTIONS TO THE AGENDA – *The General Manager will announce agenda corrections and proposed additions, which may be acted on by the Board as provided in Sections 54954.2 of the California Government Code.*

ORAL COMMUNICATIONS – *Anyone wishing to address the Board on Consent Calendar, Information Items, Closed Session items, or matters not listed on the agenda may do so only during Oral Communications. Please limit your comment to three (3) minutes. The public may comment on all other items at the time they are presented to the Board.*

CONSENT CALENDAR - *The Consent Calendar consists of routine items for which staff has prepared a recommendation. Approval of the Consent Calendar ratifies the staff recommendation. Consent Calendar items may be pulled for separate consideration at the request of a member of the public, or a member of the Board. Following adoption of the remaining Consent Calendar items, staff will give a brief presentation on the pulled item. Members of the public are requested to limit individual comment on pulled Consent Items to three (3) minutes. Unless noted with double asterisks “**”, Consent Calendar items do not constitute a project as defined by CEQA Guidelines section 15378.*

1. Consider Adoption of Minutes of the Special and Regular Board Meeting on February 12, 2024

2. Declaration of Surplus Items
3. Consider Adoption of Treasurer's Report for January 2024

GENERAL MANAGER'S REPORT

4. Status Report on California American Water Compliance with State Water Resources Control Board Order 2016-0016 and Seaside Groundwater Basin Adjudication Decision (*Verbal Report*)

REPORT FROM DISTRICT COUNSEL

5. Report From District Counsel (*Verbal Report*)

DIRECTORS' REPORTS (INCLUDING AB 1234 REPORTS ON TRIPS, CONFERENCE ATTENDANCE AND MEETINGS)

6. Oral Reports on Activities of County, Cities, Other Agencies/Committees/Associations

PUBLIC HEARINGS – *Public Comment will be received. Please limit your comments to three (3) minutes per item.*

7. Consider Adoption of the 2023 MPWMD Annual Report

Recommended Action: *The Board will conduct a public hearing and adopt the proposed 2023 MPWMD Annual Report with any changes or edits as recommended.*

8. Consider Adoption of April through June 2024 Quarterly Water Supply Strategy and Budget

Recommended Action: *The Board will consider approval of a proposed production strategy for the California American Water Distribution Systems for the three-month period of April through June 2024. The strategy sets monthly goals for surface and groundwater production from various sources within the California American Water systems.*

CEQA Compliance: *Notice of Exemption, CEQA, Article 19, section 15301 (Class 1)}*

ESA Compliance: *Consistent with the September 2001 and February 2009 Conservation Agreements between the National Marine Fisheries Service and California American Water to minimize take of listed steelhead in the Carmel River and Consistent with SWRCB WR Order Nos. 95-10, 98-04, 2002-0002, and 2016-0016*

ACTION ITEMS – *Public Comment will be received. Please limit your comments to three (3) minutes per item.*

9. Consider Adoption of Mid-Year Fiscal Year 2023-2024 Budget Adjustment

Recommended Action: *The Board will consider adoption of the proposed mid-year budget adjustment for FY2023 – 2024.*

DISCUSSION ITEMS – *Discussion Only. No action will be taken by the Board. Public Comment will be received. Please limit your comments to three (3) minutes per item.*

- 10.

INFORMATIONAL ITEMS/STAFF REPORTS - *The public may address the Board on Information Items and Staff Reports during the Oral Communications portion of the meeting. Please limit your comments to three minutes.*

11. Report on Activity/Progress on Contracts Over \$25,000
12. Status Report on Measure J / Rule 19.8 Phase II Spending
13. Letters Received and Sent
14. Committee Reports
15. Monthly Allocation Report
16. Water Conservation Program Report
17. Carmel River Fishery Report for January 2024
18. Monthly Water Supply and California American Water Production Report
[Exempt from environmental review per SWRCB Order Nos. 95-10 and 2016-0016, and the Seaside Basin Groundwater Basin adjudication decision, as amended and Section 15268 of the California Environmental Quality Act (CEQA) Guidelines, as a ministerial project; Exempt from Section 15307, Actions by Regulatory Agencies for Protection of Natural Resources]

ADJOURNMENT

Board Meeting Schedule		
Monday, April 15, 2024	<i>Regular</i>	6:00 p.m.
Monday, May 20, 2024	<i>Regular</i>	6:00 p.m.

Board Meeting Television and On-Line Broadcast Schedule	
Television Broadcast	Viewing Area
Comcast Ch. 24 View live broadcast on meeting dates, and replays on Mondays, Tuesdays and Thursdays at 4:00 p.m.	All Peninsula Cities
Comcast Ch. 28 (Monterey County Government Channel) Replays only at 9:00 a.m. on Saturdays	Throughout the Monterey County Government Television viewing area.
Internet Broadcast	
AMP 1 View live broadcast on meeting dates, and replays on Mondays, Tuesdays, and Thursdays at 4:00 p.m. and at https://accessmediaproductions.org/ scroll to AMP 1 .	
Monterey County Government Channel Replays only at 9:00 a.m. on Saturdays at www.mgtvonline.com	
MPWMD YouTube Page – View live broadcast on meeting dates. Recording/Replays available five (5) days following meeting date - https://www.youtube.com/channel/UCg-2VgzLBmgV8AaSK67BBRg	

Accessibility

In accordance with Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), MPWMD will make a reasonable effort to provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. MPWMD will also make a reasonable effort to provide translation services upon request. Submit requests at least 48 hours prior to the scheduled meeting date/time to Sara Reyes, Board Clerk by e-mail at sara@mpwmd.net or at (831) 658-5610.

Provide Public Comment at the Meeting

Attend In-Person

The Board meeting will be held in the Main Conference Room at **5 Harris Court, Building G, Monterey, CA 93942** and has limited seating capacity. Face coverings are encouraged, but not required. Please fill out a speaker card for each item you wish to speak on, and place in the speaker card box next to the Board Clerk.

Attend via Zoom: See below “Instructions for Connecting to the **Zoom Meeting**”

Submission of Public Comment via E-mail

Send comments to comments@mpwmd.net with one of the following subject lines "PUBLIC COMMENT ITEM #" (insert the item number relevant to your comment) or "PUBLIC COMMENT – ORAL COMMUNICATIONS." Staff will forward correspondence received to the Board. Correspondence is not read during public comment portion of the meeting. However, all written public comment received becomes part of the official record of the meeting and placed on the District’s website as part of the agenda packet for the meeting.

Submission of Written Public Comment

All documents submitted by the public must have no less than fifteen (15) copies to be received and distributed by the **Clerk** prior to the Meeting.

Document Distribution

In accordance with Government Code §54957.5, any materials of public record relating to an agenda item for a meeting of the Board of Directors that are provided to a majority of the members less than 72 hours before the meeting will be made available at the **District Office, 5 Harris Court, Building G, Monterey, CA** during normal business hours. Materials of public record that are distributed during the meeting shall be made available for public inspection at the meeting if prepared by the Board or a member of its legislative/advisory body, or the next business day after the meeting if prepared by some other person.

Instructions for Connecting to the **Zoom Meeting**

The public may remotely view and participate in the meeting to make public comment by computer, by phone or smart device.

Please log on or call in as early as possible to address any technical issues that may occur and ensure you do not miss the time to speak on the desired item. Follow these instructions to log into Zoom from your computer, smart device or telephone. (Your device must have audio capability to participate).

To Join via Zoom- Teleconferencing means, please click the link below:

Or join at: <https://zoom.us/>

Webinar ID:

Passcode:

To Participate by Phone: (669) 900-9128

- 1. Use the “raise hand” function to join the queue to speak on the current agenda item** when the Chair calls the item for Public Comment.

COMPUTER / SMART DEVICE USERS: You can find the raise hand option under your participant's name.

TELEPHONE USERS: The following commands can be entered using your phone’s dial pad:

- *6 – Toggle Mute / Unmute
- *9 – Raise Hand

2. Staff will call your name or the last four digits of your phone number when it is your time to speak.
3. You may state your name at the beginning of your remarks for the meeting minutes.
4. Speakers will have up to three (3) minutes to make their remarks. *The Chair may announce and limit time on public comment.*
5. You may log off or hang up after making your comments.

Refer to the Meeting Rules to review the complete Rules of Procedure for MPWMD Board and Committee Meetings:

<https://www.mpwmd.net/who-we-are/board-of-directors/meeting-rules-of-the-mpwmd/>

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