



**FINAL MINUTES**  
**Monterey Peninsula Water Management District**  
**Finance and Administration Committee**  
*June 10, 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  
Marc Eisenhart (Alternate)

District staff members present: Nishil Bali, Chief Financial Officer /Administrative Services Manager  
Maureen Hamilton, District Engineer  
Cory Steinmetz, Assistant Hydrologist  
Stephanie Locke, Water Demand Manager  
Cory Hamilton, Associate Fisheries Biologist  
Sara Reyes, Executive Assistant/Board Clerk  
Simona Mossbacher, HR Coordinator/Contract Specialist

District Counsel present: Fran Farina, DeLay & Laredo

**Additions / Corrections to Agenda:**

Nishil Bali, Chief Financial Officer/Administrative Services Manager, reported that minor changes to items 16 and 21 will be discussed when the Committee reaches those items.

**Comments from the Public:**

None

**Action Items:**

1. **Consider Adoption of May 13, 2024 Committee Meeting Minutes**  
On a motion by Edwards and second by Riley, the minutes of the May 13, 2024 meeting were approved 2-0 (Edwards, and Riley), 0-Noes, and 1-Abstention (Eisenhart).
2. **Consider Recommendation to Authorize a Contract with Telemetry for Sleepy Hollow Steelhead Rearing Facility Monitoring and Control Systems**  
Cory Hamilton, Associate Fisheries Biologist, presented this item and answered questions from the Committee. Following a discussion, staff informed the committee that they would include additional

information in the report and exhibit to address insurance cost concerns raised by the Committee.

On a motion by Edwards and second by Riley the Finance and Administration Committee recommended that the Board authorize the General Manager to enter into an agreement with Telemetrix, Inc. for consultant services in an amount not to exceed \$34,908. The motion was unanimously approved 3 – 0.

**3. Consider Continuing Rebate Funding for California American Water Customers Unit Approval of the California American Water General Rate Case**

On a motion by Eisenhart and second by Edwards, the Finance and Administration Committee recommended that the Board approve the interim funding up to \$200,000 from July 1 through December 2024 for the rebate program from the District’s general reserve fund. The motion was approved unanimously on a 3 – 0 vote.

**4. Consider Recommendation to Authorize an Annual License Agreement with Monterey County for Water Wise Gardening in Monterey County**

On a motion by Edwards and second by Eisenhart, the Finance and Administration Committee recommended that the Board authorize the expenditure of \$5,000 to renew the internet license with GardenSoft for the Monterey County Water Wise Landscaping software. The motion was approved unanimously on a 3 – 0 vote.

**5. Consider Recommendation to Authorize Agreements for Outreach Advertising for Fiscal Year 2025**

On a motion by Eisenhart and second by Edwards, the Finance and Administration Committee recommended that the Board approve the expenditure of \$40,000 for advertising in Fiscal Year 2025. The motion was approved unanimously on a 3 – 0 vote.

**6. Consider Recommendation to Authorize a Contract with Corelogic Information Solutions, Inc. to Support Demand Management Programs**

On a motion by Eisenhart and second by Edwards, the Finance and Administration Committee recommended that the Board authorize the expenditure of up to \$25,000 for Fiscal Year 2024-2025 to access CoreLogic’s RealQuest Professional. The motion was approved unanimously on a 3 – 0 vote.

**7. Consider Recommendation to Authorize a Contract with Corporation Service Company – Recording Fees**

On a motion by Edwards and second by Eisenhart, the Finance and Administration Committee recommended that the Board approve the expenditure of \$60,000 for recording fees for Fiscal Year 2024-2025. The motion was approved unanimously on a 3 – 0 vote.

**8. Consider Recommendation to Amend Contract with Pueblo Water Resources, Inc. to provide Hydrogeologic Review for Water Distribution System Permits**

On a motion by Edwards and second by Eisenhart, the Finance and Administration Committee recommended that the Board authorize the General Manager to amend the current District professional services contract with Pueblo for a not to exceed amount of \$2,000 for FY 2024-2025. The motion was approved unanimously on a 3 – 0 vote.

**9. Consider Adoption of Resolution No. 2024-10 – Annual Update to Rule 24, Table 3, Capacity Fee History**

On a motion by Riley and second by Edwards, the Finance and Administration Committee recommended that the Board adopt Resolution No. 2024-10 to update Rule 24, Table 3, Capacity Fee

History. The motion was approved unanimously on a 3 – 0 vote.

**10. Consider Approval of Funding for Outreach Event “Sumer Splash Water Challenge Giveaway 5”**

Stephanie Locke, Water Demand Manager, reported on this item and answered questions from the Committee. After some discussion, the Committee suggested increasing the budgeted funds from \$15,000 to \$25,000 to increase public participation and provide additional prizes.

On a motion by Eisenhart and second by Edwards, the Finance and Administration Committee recommended that the Board approve the expenditure of budgeted funds for up to \$25,000 for this outreach event. The motion was approved unanimously on a 3 – 0 vote.

**11. Consider Approval of Funding and Continuation of the “Mulch Madness” Conservation Promotion**

On a motion by Eisenhart and second by Edwards, the Finance and Administration Committee recommended that the Board approve the expenditure of up to \$12,000 to partner with CAW for the Mulch Madness conservation program. The motion was approved unanimously on a 3 -0 vote.

**12. Consider Recommendation to Authorize a Contract with Etech Consulting for As-Needed Maintenance of the Accela Database**

Stephanie Locke, Water Demand Manager, reported on this item and answered questions from the Committee. Director Eisenhart requested staff to include the Etech agreement or information from the vendor as an attachment to the report that will be presented in the June 17, 2024 meeting packet.

On a motion by Eisenhart and second by Edwards, the Finance and Administration Committee recommended that the Board approve the expenditure of up to \$10,000 for Accela maintenance. The motion was approved unanimously on a 3 – 0 vote.

**13. Consider Recommendation to Authorize a Negotiated Contract with a Licensed C-57 Contractor for Repairs on ASR on an As-Needed Basis**

On a motion by Eisenhart and second by Edwards, the Finance and Administration Committee recommended that the Board authorize District staff to enter into a contract of up to \$60,000 to hire a licensed C-57 contractor for as needed repair of District-owned ASR facilities. The motion passed unanimously on a 3 – 0 vote.

**14. Consider Recommendation to Authorize a Contract with TJC and Associates, Inc. to Provide Electrical Support Services**

Maureen Hamilton, District Engineer provided a report on this item and answered questions from the Committee. The Committee suggested that the TJC Summary of Qualifications not be included in the June 17, 2024, Board Meeting packet to reduce the amount of paper. Director Eisenhart also noted that this information is available online under Item 14 of the June 10, 2024, Finance and Administration Committee meeting packet.

On a motion by Edwards and second by Eisenhart, the Finance and Administration Committee recommended that the Board authorize the General Manager or his designee to enter into a contract with TJC and Associates, Inc. to provide electrical engineering support services to MPWMD for an amount not to exceed \$45,000. The motion passed unanimously on a 3 – 0 vote.

**15. Consider Recommendation to Authorize a Contract with Schaaf & Wheeler to Provide Drawing Support Services**

Maureen Hamilton, District Engineer, reported on this item and answered questions from the committee. Fran Farina, District Counsel, reported that she would research the possibility of obtaining As-Build drawings for future operational purposes.

On a motion by Eisenhart and second by Edwards, the Finance and Administration Committee recommended that the Board authorize the General Manager or his designee to enter into a contract with Schaaf & Wheeler to provide drawing support services to MPWMD for an amount not to exceed \$30,000. The motion passed unanimously on a 3 – 0 vote.

**16. Consider Recommendation to Authorize Monterey Bay Analytical Services to Provide Laboratory Support for Aquifer Storage and Recovery, Watermaster Monitoring and Maintenance Plan, and Carmel Valley Alluvial Aquifer Water Quality Monitoring**

On a motion by Edwards and second by Riley, the Finance and Administration Committee recommended that the Board authorize the General Manager to approve expenditures in an amount not to exceed \$30,000 to complete laboratory analysis related to the ASR, Watermaster, and District Programs FY 2024-2025. The motion passed unanimously on a 3 – 0 vote.

**17. Consider Recommendation to Authorize a Contract with Montgomery and Associates to Provide Groundwater Modeling Support to the District**

On a motion by Edwards and second by Riley, the Finance and Administration Committee recommended that the Board authorize and direct the General Manager to enter into a contract amendment with Montgomery and Associates to provide groundwater modeling support to the District in an amount not to exceed \$55,000. The motion passed unanimously on a 3 – 0 vote.

**18. Consider Recommendation to Extend Cooperative Agreement with the United States Geological Survey for Streamflow Gaging in Water Year 2025**

Maureen Hamilton, District Engineer and Cory Steinmetz, Assistant Hydrologist, reported on this item and answered questions from the committee. After discussion, staff reported it will provide a draft agreement for review and approval by the Board at its June 17, 2024 meeting.

On a motion by Eisenhart and second by Edwards, the Finance and Administration Committee recommended that the Board authorize the General Manager to execute the agreement with the USGS providing cooperative investigation of the water resources within the District for Water Year (WY) 2025 for an amount not to exceed \$17,500. The motion passed unanimously on a 3 – 0 vote.

**19. Consider Recommendation to Authorize a Contract with OnPoint Generators Inc. to Provide and Install a Generator**

On a motion by Edwards and second by Eisenhart, the Finance and Administration Committee recommended that the Board authorize the General Manager or his designee to enter into a contract with OnPoint Generators, Inc. to provide and install a 48 KW Generator in the amount of \$58,900 plus any applicable taxes and approve a 5% contingency for this project. The motion passed unanimously on a 3 – 0 vote.

**20. Consider Adoption of Treasurer’s Report for April 2024**

On a motion by Edwards and second by Riley, the Finance and Administration Committee recommended that the Board adopt the April 2024 Treasurer’s Report and Statement of Revenues and Expenditures and ratify the disbursements made during the month. The motion passed unanimously on a 3 – 0 vote.

**21. Consider Adoption of Resolution No. 2024-08 Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-Related Fees and Charges**

On a motion by Edwards and second by Eisenhart, the Finance and Administration Committee recommended that the Board review and adopt Resolution No. 2024-08 and authorize the County of Monterey for collection of Water Supply Charge on the property tax bill. The motion passed unanimously on a 3 – 0 vote.

**Informational Items:**

**22. 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.

**23. Status Report on Spending – Public’s Ownership of Monterey Water System**

This item was presented as information to the committee.

**Discussion Item:**

**24. Review Draft June 17, 2024 Special and Regular Board Meeting Agenda**

The committee examined and discussed the agenda and made no changes.

**Adjournment**

There being no further business, Chair Riley adjourned the meeting at 4:06 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 August 12, 2024.  
Received by the MPWMD Board of Directors on August 19, 2024.