



moulton niguel water district

**ADMINISTRATIVE COMMITTEE MEETING
MOULTON NIGUEL WATER DISTRICT
BOARD OF DIRECTORS**

27500 La Paz Road, Laguna Niguel

June 5, 2019

10:00 AM

Approximate Meeting Time: 2 Hours

THIS BOARD MEETING WILL INCLUDE TELECONFERENCING AT THE FOLLOWING LOCATION: 12025 CEDAR SHORE ROAD, ELLISON BAY, WISCONSIN

1. CALL MEETING TO ORDER
2. APPROVE THE MINUTES OF THE MAY 1, 2019 ADMINISTRATIVE COMMITTEE MEETING
3. PUBLIC COMMENTS

Persons wishing to address the Board of Directors on matters not listed on the Agenda may do so at this time. "Request To Be Heard" forms are available at the entrance to the Board Room. Comments are limited to five minutes unless further time is granted by the Presiding Officer. Submit form to the Recording Secretary prior to the beginning of the meeting.

Those wishing to address the Board of Directors on any item listed on the Agenda should submit a "Request To Be Heard" form to the Recording Secretary before the Presiding Officer announces that agenda item. Your name will be called to speak at that time.

DISCUSSION ITEMS

4. Fiscal Year 2019-20 Proposed Budget
5. Annual Gann Appropriations Limit for Fiscal Year 2019-20
6. General Obligation Bond Tax Rates for Fiscal Year 2019-20
7. Selection of the Annual Lump Sum Prepayment Option for Unfunded Accrued Liability to CalPERS for Fiscal Year 2019-20
8. Amendment No. 2 to the Professional Services Agreement for Public Affairs Services
9. Water Data Consortium Participation

10. Temporary Office Equipment Purchase

ADJOURNMENT

The Board of Directors' Meeting Room is wheelchair accessible. If you require any special disability related accommodations (i.e., access to an amplified sound system, etc.), please contact the Moulton Niguel Water District Secretary's office at (949) 831-2500 at least forty-eight (48) hours prior to the scheduled meeting. This agenda can be obtained in alternate format upon written request to the Moulton Niguel Water District Secretary at least forty-eight (48) hours prior to the scheduled meeting.

Agenda exhibits and other writings that are disclosable public records distributed to all, or a majority of, the members of the Moulton Niguel Water District Board of Directors in connection with a matter subject to discussion or consideration at an open meeting of the Board of Directors are available for public inspection at the District Office, 27500 La Paz Road, Laguna Niguel, CA ("District Office"). If such writings are distributed to members of the Board less than seventy-two (72) hours prior to the meeting, they will be available in the reception area of the District Office at the same time as they are distributed except that, if such writings are distributed immediately prior to, or during the meeting, they will be available in the Board meeting room and on the District website at www.mnwd.com.



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DRAFT

MINUTES OF THE ADMINISTRATIVE COMMITTEE MEETING MOULTON NIGUEL WATER DISTRICT BOARD OF DIRECTORS

May 1, 2019

A Regular Meeting of the Administrative Committee of the Moulton Niguel Water District was held at the District offices, 27500 La Paz Road, Laguna Niguel, California, at 10:00 AM on May 1, 2019. There were present and participating:

DIRECTORS

Richard Fiore	Director/Chair
Kelly Jennings	Director
Gary Kurtz	Director

Also present and participating were:

STAFF MEMBERS, LEGAL COUNSEL, AND MEMBERS OF THE PUBLIC

Joone Lopez	General Manager
Matt Collings	Assistant General Manager
Rod Woods	Director of Engineering
Drew Atwater	Director of Finance & Water Resources
Gina Hillary	Director of Human Resources
Todd Novacek	Director of Operations
Jose Solorio	Government Affairs Officer
Paige Gulck	Board Secretary
Tim Bonita	Recording Secretary
Trevor Agrelius	MNWD
Matt Brown	MNWD
Johnathan Cruz	MNWD
Todd Dmytryshyn	MNWD
Ronin Goodall	MNWD
David Larsen	MNWD
Medha Patel	MNWD
Sherry Wanninger	CAC Member
Bill Moorhead	Member of the Public

#2.

1. CALL MEETING TO ORDER

The meeting was called to order by Richard Fiore at 10:02 a.m.

2. APPROVE THE MINUTES OF THE APRIL 3, 2019 ADMINISTRATIVE COMMITTEE MEETING

MOTION DULY MADE BY GARY KURTZ AND SECONDED BY KELLY JENNINGS, MINUTES OF THE APRIL 3, 2019 ADMINISTRATIVE COMMITTEE MEETING WAS APPROVED AS PRESENTED. THE VOTE WAS UNANIMOUS WITH DIRECTORS RICHARD FIORE, KELLY JENNINGS, AND GARY KURTZ ALL VOTING 'AYE'.

3. PUBLIC COMMENTS

None.

DISCUSSION ITEMS

4. Smart Timer Program Agreement

Lindsey Stuvick provided information on the item. Discussion ensued regarding the program. The committee recommended sending this item to the Board for consideration.

5. Amendment No. 1 to the Janitorial Services Agreement - Omni Enterprise, Inc.

Todd Novacek provided details on the item. Discussion ensued regarding the contract amendment. The committee recommended sending this item to the Board for approval.

6. Administration Facility

Joone Lopez provided information on the item. Discussion ensued regarding the administration facility project. The committee recommended sending this item to the Board for consideration.

INFORMATION ITEMS

7. Monthly Financial Report

Trevor Agrelius provided the Monthly Financial Report.

8. Quarterly Water Efficiency Report

Lindsey Stuvick provided the Quarterly Water Efficiency Report.

9. NatureScape Garden Tour Recap

Lindsey Stuvick provided the NatureScape Garden Tour recap.

10. Community Outreach Update

Medha Patel provided the Community Outreach Update.

ADJOURNMENT

The meeting was adjourned at 11:22 a.m.

Respectfully submitted,

Tim Bonita
Recording Secretary

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