



Marina Coast Water District
Regular Board Meeting/Budget Workshop
Via Zoom Teleconference
April 28, 2020

Minutes

1. Call to Order:

President Moore called the meeting to order at 6:30 p.m. on April 28, 2020 via Zoom teleconference in Marina, California.

2. Roll Call:

Board Members Present:

Thomas P. Moore – President
Jan Shriner – Vice President
Herbert Cortez
Peter Le
Matt Zefferman

Board Members Absent:

None

Staff Members Present:

Keith Van Der Maaten, General Manager
Roger Masuda, District Counsel – via telephone
Michael Wegley, District Engineer
Derek Cray, Operations and Maintenance Manager
Kelly Cadiente, Director of Administrative Services
Rose Gill, Human Resources/Risk Administrator
Patrick Breen, Water Resources Manager
Teo Espero, IT Administrator
Paula Riso, Executive Assistant/Clerk to the Board

Audience Members:

Andy Sterbenz, Schaaf & Wheeler

3. Pledge of Allegiance:

Vice President Shriner led everyone present in the pledge of allegiance.

4. Public Comment on Closed Session Items:

President Moore noted that there is a need to take immediate action on the following closed session item and that the need for action came to the attention of the District subsequent to the agenda being posted. A two-thirds vote of the Board members present, or, if less than all the Board members are present, a unanimous vote of the Board members present is required to add the closed session item.

Vice President Shriner made a motion to add the closed session item to the agenda. Director Zefferman seconded the motion. The motion was passed by the following vote:

Director Zefferman	-	Yes	Vice President Shriner	-	Yes
Director Cortez	-	Yes	President Moore	-	Yes
Director Le	-	Yes			

There were no public comments.

The Board entered into closed session at 6:37 p.m. to discuss the following item:

5. Closed Session:

- A. Pursuant to Government Code 54956.9(d)(4)
Conference with Legal Counsel – Anticipated Litigation
Initiation of Litigation – One Potential Case

The Board ended closed session at 7:19 p.m. President Moore reconvened the meeting to open session at 7:24 p.m.

President Moore stated that there were no reportable actions taken in closed session.

6. Oral Communication:

There were no comments made.

7. Action Item:

- A. Consider Adoption of Resolution No. 2020-26 to Approve the Restructuring of the Accounting Department and the New Classification, Job Description and Salary Range for an Accountant:

Ms. Kelly Cadiente, Director of Administrative Services, introduced this item and clarified the classification and salary questions from the last meeting. The Board asked more clarifying questions.

Agenda Item 7-A (continued):

Vice President Shriner made a motion to adopt Resolution No. 2020-26 to approve the restructuring of the accounting department and the new classification, job description and salary range for an accountant. Director Cortez seconded the motion. The motion was passed by the following vote:

Director Zefferman	-	Yes	Vice President Shriner	-	Yes
Director Cortez	-	Yes	President Moore	-	Yes
Director Le	-	Yes			

8. Budget Workshop:

- A. Receive Presentation on Draft District FY 2020-2021 Budget, Rates, Fees and Charges for the Marina and Ord Community Service Areas and Provide Direction Regarding Preparation of the Final Budget Documents:

Ms. Cadiente gave a presentation on the draft FY 2020-2021 Budget for the Marina and Ord Community service areas.

Mr. Keith Van Der Maaten, General Manager, discussed the upcoming administrative goals.

Ms. Cadiente discussed the customer service, finance, and information technology goals.

Ms. Rose Gill, Human Resources/Risk Management, discussed the goals for Human Resources.

Mr. Derek Cray, Operations and Maintenance Manager, reviewed proposed operations and maintenance improvement projects for FY 2020-2021, and laboratory requirements.

Mr. Patrick Breen, Water Resources Manager, discussed conservation priorities and water resources goals for FY 2020-2021.

Mr. Michael Wegley, District Engineer, discussed goals for the engineering department, and CIP projects for FY 2020-2021.

Ms. Cadiente wrapped up the presentation with a summary of the draft budget.

The Board asked clarifying questions throughout the presentation.

Vice President Shriner asked to add to the prior year accomplishments. She suggested adding that the lawsuit is settled; the AEM 2.0 survey; negotiating good contracts for employee without dispute; and, all the work that has taken place for FORA's sunset.

Director Le asked to add a reference of where to find the GSA information in the budget memo. Director Le also asked questions regarding Monterey One Water; when the rate study would be complete; and, what the District was planning to charge for recycled water.

Agenda Item 8-A (continued):

Director Shriner inquired into the amount budgeted for Board member training. Discussion to add enough funds for each Board member to attend one conference followed.

- B. Receive District Draft Five-Year Capital Improvements Projects Budget for the Marina and Ord Community Service Areas and Provide Direction Regarding Preparation of the Final CIP Budget Documents:

Mr. Michael Wegley, District Engineer, introduced this item and reviewed the draft five-year CIP.

Director Le asked for a footnote to explain how the District determined the cost split for the General Water and General Sewer projects. He also inquired about the status of Well 12 and suggested retiring it from service. Discussion followed.

9. Board Member Requests for Future Agenda Items:

President Moore noted that the Board members can email in their requests. Director Le asked when his previous requests would be discussed, i.e. RUWAP costs and information; and, discussing District elections.

Director Zefferman asked for a monthly update of Covid-19 impacts to the District and ratepayers.

10. Director's Comments:

Director Le, Director Zefferman, Vice President Shriner, and President Moore made comments.

11. Adjournment:

The meeting was adjourned at 9:45 p.m.

APPROVED:



Thomas P. Moore, President

ATTEST:



Paula Riso, Deputy Secretary