



MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

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DIRECTORS

HOWARD GUSTAFSON
President

PETER LE
Vice President

THOMAS P. MOORE
WILLIAM Y. LEE
JAN SHRINER

Agenda

Regular Board Meeting, Board of Directors Marina Coast Water District

Marina Council Chambers
211 Hillcrest Avenue, Marina, California
Monday, February 2, 2015, 6:30 p.m. PST

This meeting has been noticed according to the Brown Act rules. The Board of Directors meet regularly on the first and third Monday of each month. The meetings normally begin at 6:30 p.m. and are held at the City of Marina Council Chambers at 211 Hillcrest Avenue, Marina, California.

Our Mission: We provide our customers with high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.

1. Call to Order

2. Roll Call

3. Public Comment on Closed Session Items *Anyone wishing to address the Board on matters appearing on Closed Session may do so at this time. Please limit your comment to four minutes. The public may comment on any other items listed on the agenda at the time they are considered by the Board.*

4. Closed Session

A. Pursuant to Government Code 54956.9
Conference with Legal Counsel – Existing Litigation
(Subdivision (a) of Section 54956.9)

1) Ag Land Trust v. Marina Coast Water District, Monterey County Superior Court Case No. M105019; Sixth Appellate District Court of Appeals Case Nos. H038550 and H039559

This agenda is subject to revision and may be amended prior to the scheduled meeting. Pursuant to Government Code section 54954.2(a)(1), the agenda for each meeting of the Board shall be posted at the City of Marina Council Chambers. The agenda shall also be posted at the following locations but those locations are not official agenda posting locations for purposes of section 54954.2(a)(1): District offices at 11 Reservation Road, Seaside City Hall, the City of Marina Library, and the City of Seaside Library. A complete Board packet containing all enclosures and staff materials will be available for public review on Thursday, January 29, 2015. Copies will also be available at the Board meeting. Information about items on this agenda or persons requesting disability related modifications and/or accommodations should contact the Board Clerk 48 hours prior to the meeting at: 831-883-5910.

2) In the Matter of the Application of California-American Water Company (U210W) for Approval of the Monterey Peninsula Water Supply Project and Authorization to Recover All Present and Future Costs in Rates, California Public Utilities Commission No. A.12-04-019 & A.13-05-017 Settlement Agreement

3) California-American Water Company vs Marina Coast Water District; Monterey County Water Resources Agency; and Does 1 through 10, San Francisco Superior Court Case No. CGC-13-528312 (Complaint for Declaratory Relief)

4) Marina Coast Water District v, California Coastal Commission (California-American Water Company, Real Party in Interest), Santa Cruz County Superior Court Case No. CGC-13-528312 (Petition for Writ of Mandate).

5) Marina Coast Water District v, California State Lands Commission (California-American Water Company, Real Party in Interest), case number pending (Petition for Writ of Mandate).

- B. Pursuant to Government Code 54957
Public Employee Appointment
Title: General Manager

7:00 p.m. Reconvene Open Session

5. Reportable Actions Taken during Closed Session *The Board will announce any reportable action taken during closed session and the vote or abstention on that action of every director present, and may take additional action in open session as appropriate. Any closed session items not completed may be continued to after the end of all open session items.*

6. Pledge of Allegiance

7. Oral Communications *Anyone wishing to address the Board on matters not appearing on the Agenda may do so at this time. Please limit your comment to four minutes. The public may comment on any other items listed on the agenda at the time they are considered by the Board.*

8. Presentation

- A. Receive a Presentation from the Monterey Regional Water Pollution Control Agency on the Groundwater Replenishment Project and the Brine Outfall Agreement

9. Consent Calendar *Board approval can be taken with a single motion and vote. A Board member or member of the public may request that any item be pulled from the Consent Calendar for separate consideration at this meeting or a subsequent meeting. The public may address the Board on any Consent Calendar item. Please limit your comment to four minutes.*

- A. Receive the Quarterly Financial Statements for October 1, 2014 to December 31, 2014

- B. Approve the Draft Minutes of the Regular Board Meeting of January 21, 2015

10. Action Items *The Board will review and discuss agenda items and take action or direct staff to return to the Board for action at a following meeting. The public may address the Board on these items as each item is reviewed by the Board. Please limit your comment to four minutes.*

- A. Receive a Report on the Status of Annexing the Cemex Property; Soliciting Proposals for Environmental Services in Connection with this Annexation, and; Preparing an Application for Submission to the Local Agency Formation Commission of Monterey County (LAFCO)

Action: The Board of Directors will consider annexing the Cemex property and directing staff to prepare an application and submit it to the Local Agency Formation Commission of Monterey County.

- B. Discussion and Possible Action to Consider Adoption of Resolution No. 2015-05 to Approve the Purchase of a Ford Transit Van and Installation of the Existing District Pipeline Inspection Camera System into the New Van

Action: The Board of Directors will consider approving the purchase of a Ford Transit Van and installation of the existing District Pipeline Inspection Camera System into the new van.

- C. Discussion and Possible Action to Provide Direction to Staff Regarding the Recruitment of a Deputy General Manager/District Engineer or a District Engineer

Action: The Board of Directors will consider recruitment for either the Deputy General Manager/District Engineer position or the District Engineer position and provide direction to staff.

- D. Review the Proposed Revisions to the Board Procedure Manual

Action: The Board of Directors will receive and review the revisions to the Board Procedures Manual and provide and additional suggested revisions to staff by February 6, 2015 for consideration at the February 17, 2015 meeting.

11. Staff Report

- A. Receive 3rd Quarter 2014 Ord Community Water Consumption and Sewer Flow Report

12. Informational Items *Informational items are normally provided in the form of a written report or verbal update and may not require Board action. The public may address the Board on Informational Items as they are considered by the Board. Please limit your comments to four minutes.*

- A. General Manager's Report
1. Developer Account Update

- B. Counsel's Report

C. Committee and Board Liaison Reports

- | | |
|----------------------------------|-----------------------------------|
| 1. Water Conservation Commission | 6. LAFCO Liaison |
| 2. Joint City-District Committee | 7. FORA |
| 3. Executive Committee | 8. WWOC Report |
| 4. Community Outreach | 9. JPIA Liaison |
| 5. MRWPCA Board Member Liaison | 10. Special Districts Association |

13. Director's Comments

- A. Director reports on meetings with other agencies, organizations and individuals on behalf of the District and on official District matters.

14. Adjournment *Set or Announce Next Meeting(s), date(s), time(s), and location(s):*

*Regular Meeting: Tuesday, February 17, 2015, 6:30 p.m.,
Marina Council Chambers
211 Hillcrest Avenue, Marina*

Marina Coast Water District
Agenda Transmittal

Agenda Item: 8-A

Meeting Date: February 2, 2015

Prepared By: Paula Riso

Approved By: Bill Kocher

Agenda Title: Presentation from the Monterey Regional Water Pollution Control Agency on the Groundwater Replenishment Project and the Brine Outfall Agreement

Staff Recommendation: The Board of Directors receive the presentation.

Background: The Monterey Regional Water Pollution Control Agency has been working on the Groundwater Replenishment Project for several years and will give a presentation to the Board on that project.

Discussion/Analysis: None.

Environmental Review Compliance: None required.

Financial Impact: _____ Yes X No Funding Source/Recap: None

Other Considerations: Receive the presentation.

Material Included for Information/Consideration: None.

Action Required: _____ Resolution _____ Motion _____ Review

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

Marina Coast Water District
Agenda Transmittal

Agenda Item: 9

Meeting Date: February 2, 2015

Prepared By: Paula Riso

Approved By: Bill Kocher

Agenda Title: Consent Calendar

Staff Recommendation: The Board of Directors approve the Consent Calendar as presented.

Background: *“2014 Strategic Plan Mission Statement – To provide our customers with high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.”*

Consent calendar consisting of:

- A) Receive the Quarterly Financial Statements for October 1, 2014 to December 31, 2014
- B) Approve the Draft Minutes of the Regular Board Meeting of January 21, 2015

Discussion/Analysis: See individual transmittals.

Environmental Review Compliance: None required.

Other Considerations: The Board of Directors can approve both of these items together or the Board can pull these items and discuss each one individually.

Material Included for Information/Consideration: The Quarterly Financial Statements for October 1, 2014 to December 31, 2014; and, the draft minutes of January 21, 2015.

Action Required: _____Resolution X Motion _____Review
(Roll call vote is required.)

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

Ord Community Sewer				
Revenue	467,790	495,189	915,094	990,378
Expenses	<u>376,444</u>	<u>327,830</u>	<u>581,911</u>	<u>655,659</u>
Net Gain	91,345	167,359	333,182	334,718
Recycled Water Project				
Revenue	5,014	2,000	4,164	4,000
Expenses	<u>123,184</u>	<u>61,592</u>	<u>102,653</u>	<u>123,184</u>
Net Gain	(118,170)	(59,592)	(98,489)	119,184
Regional Project				
Revenue	-	-	-	-
Expenses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Gain	-	-	-	-
Consolidated Cost Centers				
Revenue	3,278,709	3,416,655	6,683,655	6,833,310
Expenses	<u>2,625,322</u>	<u>2,586,301</u>	<u>4,391,980</u>	<u>5,172,602</u>
Net Gain	653,388	830,354	2,291,675	1,660,708

As of December 31, 2014, the District had \$12.184 million in liquid investments. The District also had \$2.110 million of bond proceeds for construction purposes, \$3.084 million of 2006 bond proceeds and \$0.849 million of 2010 refunding bond proceeds for debt reserve purposes in the bank. The District owed \$36.160 million in debt for the 2006 Revenue Certificates of Participation Bond, \$5.670 million for the 2010 Refunding Bond and \$2.228 million for IOP Construction Loan.

Environmental Review Compliance: None required.

Financial Impact: Yes No Funding Source/Recap: N/A

Material Included for Information/Consideration: Quarterly Financial Statements, Investments and Debt Summary Statements.

Action Required: Resolution Motion Review

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

Marina Coast Water District
Agenda Transmittal

Agenda Item: 9-B

Meeting Date: February 2, 2015

Prepared By: Paula Riso

Approved By: Bill Kocher

Agenda Title: Approve the Draft Minutes of the Regular Board Meeting of January 21, 2015

Staff Recommendation: The Board of Directors approve the draft minutes of of January 21, 2015 as provided.

Background: *“2014 Strategic Plan Mission Statement – To provide our customers with high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.”*

Discussion/Analysis: Staff has prepared action minutes of the January 21, 2015 meeting for the Board’s review and approval.

Environmental Review Compliance: None required.

Financial Impact: Yes No Funding Source/Recap: None

Other Considerations: The Board of Directors can approve the draft minutes as written; can approve suggested revisions or clarifications; or, suggest revisions or clarifications and direct staff to bring the revised item back to the next meeting for consideration.

Material Included for Information/Consideration: Draft minutes of the regular Board meeting of January 21, 2015.

Action Required: Resolution Motion Review

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

Marina Coast Water District
Agenda Transmittal

Agenda Item: 10-A

Meeting Date: February 2, 2015

Prepared By: Bill Kocher

Approved By: Bill Kocher

Agenda Title: Receive a Report on the Status of Annexing the Cemex Property; Soliciting Proposals for Environmental Services in connection with this Annexation, and; Preparing an Application for Submission to the Local Agency Formation Commission of Monterey County (LAFCO)

Staff Recommendation: Receive information and provide any direction to staff.

Background: On June 12, 2012, the Board approved Resolution No. 2012-42 to Initiate CEQA Studies and LAFCO Application for the Annexation of CEMEX Property into the Marina Coast Water District. Subsequent to that action, staff solicited proposals and after the Board awarded the contract, the consultant reported a conflict that prevented that firm's suitability to perform the work.

Discussion/Analysis: Staff has reached out to three parties to begin the process of this annexation application; the first of those is Cemex. At the direction of the Board, the primary purpose of this contact is to have a discussion with Cemex representatives about their interest in this annexation. The second of those contacts is with the environmental firm the Board originally awarded the contract to for environmental services in connection to this annexation for two purposes: 1) to discuss any work that firm initiated, along with any information it might have learned, and; 2) to find out if that firm has any interest in this project now or if a conflict still exists that would preclude their involvement in the project now. Lastly, staff has contacted the Executive Officer of LAFCO to discuss the requirements stated in communication with MCWD in which the District was told: 1) that a Municipal Service Review would need to be updated prior to the application and whether or not that update has subsequently been completed; and, 2) the need for a Sphere of Influence amendment.

As of the date of this staff report, we have either not received responses to these queries or we have been told they would research and respond to us.

Environmental Review Compliance: At this time, we are operating under the assumption that the Sphere of Influence amendment and the Application for Annexation into the MCWD Service Area must be accompanied by a certified CEQA document.

Financial Impact: Yes No Funding Source/Recap: Unknown at this time.

Other Considerations: Staff will continue to pursue these contacts and will prepare a Request for Proposals for Environmental Services just as soon as the scope of work can be accurately described.

Material Included for Information/Consideration: None

Action Required: Resolution Motion Review

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____

Abstained _____

Noes _____

Absent _____

Marina Coast Water District
Agenda Transmittal

Agenda Item: 10-B

Meeting Date: February 2, 2015

Prepared By: James Derbin

Approved By: Bill Kocher

Agenda Title: Discussion and Possible Action to Consider Adoption of Resolution No. 2015-05 to Approve the Purchase of a Ford Transit Van and Installation of the Existing District Pipeline Inspection Camera System into the New Van

Staff Recommendation: Approve the purchase of a 2015 Ford Transit Van including modifications and installation of District owned Pipeline Inspection Closed Circuit Television (CCTV) equipment from the portable “Cube” container (the Cube container will be traded in towards the cost of installation) to accommodate a safer, more productive working environment for District staff.

Background: *“2014 Strategic Plan Mission Statement – To provide our customers with high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.”*

On May 8, 2012, the Board adopted Resolution No. 2012-28 which authorized the purchase of a “Cube” container outfitted with CCTV pipeline inspection equipment. This system is self-contained and portable which requires forklift loading onto the bed of a District pickup truck (see pictures provided). Since its purchase, this equipment has served its intended use well. In addition, the CCTV system is used for annual inspection of MCWD non-potable drainage pipes at various water tank and well sites. The camera equipment is pressure washed and disinfected prior to use in these facilities. Four Operations and Maintenance staff are currently certified by the National Association of Sewer Service Companies (NASSCO) certified in Pipeline Assessment Certification Program (PACP) and Manhole Assessment Certification Program (MACP). Staff achieves an average of five miles of pipeline inspection per year. This proposed new dedicated CCTV van is expected to increase annual pipeline inspections by 100% or more.

District operations and maintenance of the wastewater collection system is regulated under State Water Resources Control Board Statewide General Discharge Requirements Order No. 2006-0003-DWQ. Under this order, the District, along with other municipalities in the state, are required to have a Sanitary Sewer Management Plan (SSMP). One of the key elements of an SSMP is to conduct regular sewer pipeline camera inspections and to have a system in place for ranking the condition of sewer pipes and scheduling repairs and rehabilitation. An ongoing sewer CCTV program is listed as an EPA and Water Environment Federation (WEF) recommended Best Management Practice as a useful tool to locate specific sources of infiltration, leakage, failure, and to evaluate pipe condition following an sewer main blockage and to determine the structural condition of the sewer system. Pipeline condition assessment data collection is necessary for the design of sewer replacement and rehabilitation projects.

Due to the current CCTV Cube configuration, staff feels having a dedicated vehicle equipped with the CCTV equipment will reduce the risk of workplace injury while loading and unloading this unit, not require staff to be exposed to the elements and minimize traffic hazards and ultimately increase efficiency and enhance regulatory compliance.

Staff has found using the CCTV equipment a valuable means to determine the cause of Sanitary Sewer Overflows (SSOs) and confirm that District response and actions to the spill have been effective and adequate. It is now standard operating procedure for District staff to follow up on a SSO with a pipeline inspection of the impacted sewer main. Often staff will find the cause of the spill still remains in place. With this system staff is able to take additional follow up actions to prevent future spills in the location of the blockage. These conditions include root intrusion, vandalism with debris, sags in the line, or remaining debris after jetting that requires follow up corrective measures.

If the Board chooses to upgrade the CCTV system, the increased information gained from an expanded CCTV program will further assist the Operations and Maintenance and Engineering Departments maintain a high level of service to our ratepayers and reduce the frequency of occurrence and magnitude of SSOs.

The Board of Directors is requested to approve the purchase of a 2015 Ford Transit Van and hire 3T Equipment Company Inc. to install the existing District owned pipeline inspection camera system and associated new equipment into the new van, for a total amount of \$84,240. This price reflects the cost of the van, \$41,000, installation of the existing District owned CCTV system including modifications to the van and additional equipment for \$29,199 and a 20% contingency for vehicle price changes or additional needed modifications. This is requested in an effort to enhance the existing District CCTV inspection program by increasing safety and productivity.

Once the Van is delivered, 3T Equipment Company Inc. will retrofit the Van with a mobile shop and Operator workstation (see attached plans). 3T Equipment Company, Inc. is the local vendor of the currently owned CCTV system made by R.S. Technical Services, Inc. The essential CCTV components in the Cube system will be removed and installed into the new van. Staff has negotiated a \$4,800 trade in credit for the Cube body, generator and wash-down system towards this work. The van will be purchased direct from Ford with Government Price Concession (GPC) pricing. Initial bids for the Transit Van indicate the final bid price expected to be in the range of \$39,000-\$41,000.

The District fleet is comprised primarily of Ford vehicles. The District has participated in the Ford GPC pricing program since 1997. Ford GPC pricing typically allows the District a 20-30% discount off of manufacture's list price. Following Board approval of this purchase, staff will request new bids from local Ford commercial fleet dealers. The final bid will depend on available Ford GCP pricing available at the time of bid.

Discussion/Analysis: Currently staff sits outside on a modified tow hitch chair, while operating the CCTV equipment (see pictures provided). Having staff work inside the new van will allow increased safety, and allow onsite access to a small workbench for maintaining the equipment onsite. With the new dedicated CCTV van, staff will be able to conduct pipeline inspections in almost any weather conditions and have this equipment in operation every work day.

Financial Impact: Yes No Funding Source/Recap: The CCTV Van was approved by the Board as part of the FY 2014-2015 Capitalized Equipment Budget (page 51 of the budget). The following is the breakdown by Cost Center:

- MW \$24,430
- MS \$6,739
- OW \$43,805
- OS \$9,266

The total cost for a 2015 Ford Transit Van including installation by 3T Equipment Company, Inc., with a 20% contingency, is \$84,240 and will be funded from the Ord and Marina Sewer and Water Capitalized Equipment Budget.

Other Considerations: Staff has inquired about Ford leasing options. Due to the extensive customization of this vehicle a lease option is not available. Due to the specific type and size of vehicle needed, the significant investment required for customization, the expected service life of Van and the discount GCP pricing offered by Ford, staff does not support the purchase of a used vehicle. Past practice of the District has been to not purchase used vehicles due to the risk involved and uncertainty of performance and reliability.

Material Included for Information/Consideration: Resolution No. 2015-05, pictures of existing equipment, and drawings of the layout of the CCTV van including quote from 3T Equipment Company, Inc.

Action Required: Resolution Motion Review
(Roll call vote is required.)

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

February 2, 2015

Resolution No. 2015 - 05
Resolution of the Board of Directors
Marina Coast Water District

Approve the Purchase of a 2015 Ford Transit Van and Installation of the Existing
District Pipeline Inspection Camera System into the New Van

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on February 2, 2015 at 211 Hillcrest Avenue, Marina, California as follows:

WHEREAS, in 2012, staff evaluated and ranked several pipeline inspection camera systems based on the performance of the system, reputation, price and the availability of in state technical and repair support resources; and,

WHEREAS, on May 8, 2012, the Board authorized staff to purchase a portable CCTV camera “Cube” system in the amount of \$62,700 from R.S. Technical Services, Inc.; and,

WHEREAS, District operation and maintenance of the wastewater collection system is regulated under State Water Resources Control Board Statewide General Discharge Requirements Order No. 2006-0003-DWQ; and,

WHEREAS, State Water Resources Control Board Statewide General Discharge Requirements Order No. 2006-0003-DWQ requires Marina Coast Water District to maintain a Sewer System Management Plan (SSMP); and,

WHEREAS, one of the key elements of a Sewer System Management Plan is to conduct regular sewer pipeline camera inspections and to have a system in place for ranking the condition of sewer pipes and scheduling rehabilitation and repair; and,

WHEREAS, staff has determined that an improved CCTV program is an important and vital element of running an effective pipeline inspection program and will increase overall safety and productivity; and,

WHEREAS, 3T Equipment Company, Inc. is the now the local vendor of the currently owned CCTV system made by R.S. Technical Services, Inc.; and,

WHEREAS, staff recommends the District purchase a 2015 Ford Transit Van, and approve the installation of the existing District owned CCTV system, including modifications and added equipment to the van, to accommodate a safer more productive working environment for District staff.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Marina Coast Water District does hereby authorize the General Manager and/or Deputy General Manager/District Engineer to purchase a 2015 Ford Transit Van and hire 3T Equipment Company, Inc. to install the existing District owned CCTV pipeline inspection camera system

and associated new equipment into the new van; and, to take all actions and execute all documents as may be necessary or appropriate to give effect to this resolution, for a total dollar amount of \$84,240.

PASSED AND ADOPTED on February 2, 2015 by the Board of Directors of the Marina Coast Water District by the following roll call vote:

Ayes: Directors _____

Noes: Directors _____

Absent: Directors _____

Abstained: Directors _____

Howard Gustafson, President

ATTEST:

Bill Kocher, Secretary

CERTIFICATE OF SECRETARY

The undersigned Secretary of the Board of the Marina Coast Water District hereby certifies that the foregoing is a full, true and correct copy of Resolution No. 2015-05 adopted February 2, 2015.

Bill Kocher, Secretary

Marina Coast Water District
Agenda Transmittal

Agenda Item: 10-C

Meeting Date: February 2, 2015

Prepared By: Jean Premutati

Approved By: Bill Kocher

Agenda Title: Provide Direction to Staff Regarding the Recruitment of a Deputy General Manager/District Engineer or a District Engineer

Staff Recommendation: Open the recruitment process for a Deputy General Manager/District Engineer.

Background: With the departure of the previous Deputy General Manager/District Engineer, the Board, at its January 5, 2015 regular meeting, directed staff to proceed with recruitment of a District Engineer (DE). The District has an approved position for a District Engineer as well as a position for a Deputy General Manager/District Engineer (DGM/DE).

Discussion/Analysis: Staff is recommending the Board fill the vacancy with the DGM/DE as was the case with the previous position. In the event the General Manager is unavailable, on vacation, ill, or the position is vacant, the DGM/DE acts on behalf of the General Manager. Additionally, in light of the present situation with an Interim General Manager who has a limited amount of allowable hours, it is more beneficial to recruit an individual with the managerial skills and qualifications that are able to assume the day-to-day operations of the District.

Environmental Review Compliance: None required.

Financial Impact: Yes No Funding Source/Recap – DGM/DE budgeted amount of \$232,387 through-out all salary and benefit line items in Dept 05 – Engineering for all four operating cost centers in FY 2014-2015. To date, all \$232,387 is remaining however; due to little activity in capital projects, the \$232,387 will offset the Wages-allocated to Capital line item for Dept 05.

Other Considerations: 1) Recruit a DE only at a cost of \$208,576 in salaries and benefits; 2) advertise for either a DGM/DE or DE depending upon qualifications.

Material Included for Information/Consideration: Deputy General Manager/District Engineer Job Description; and, District Engineer Job Description.

Action Required: Resolution Motion Review

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

Marina Coast Water District
Agenda Transmittal

Agenda Item: 10-D

Meeting Date: February 2, 2015

Prepared By: Paula Riso

Approved By: Bill Kocher

Agenda Title: Review the Proposed Revisions to the Board Procedures Manual

Staff Recommendation: The Board of Directors review the proposed revisions to the Board Procedures Manual (BPM) and provide any additional comments to staff by February 6, 2015.

Background: *“2014 Strategic Plan Mission Statement – To provide our customers with high quality water, wastewater collection and conservation services at a reasonable cost, through planning, management and the development of water resources in an environmentally sensitive manner.”*

The last revision to the BPM was June 2014, where Section 42 was amended. Since that time, the Board and staff have been reviewing the BPM and are now bringing proposed revisions before the Board.

Discussion/Analysis: The changes being suggested are very extensive and require a thorough review. Legal Counsel has also reviewed the changes and has made suggestions. If the Board can provide staff with their comments by Friday, February 6th, staff can include an agenda item on February 17th for consideration of approving the revised BPM.

Environmental Review Compliance: None required.

Financial Impact: Yes No Funding Source/Recap: N/A

Other Considerations: The Board of Directors can consider approving the revisions at the February 17th Board meeting provided they give their comments to staff by February 6th, or, since the revision is so extensive, the Board can schedule a workshop to discuss, and then consider approving, the revisions to the BPM.

Material Included for Information/Consideration: A redlined version of the BPM with balloons showing the comments is provided separately.

Action Required: Resolution Motion Review

Board Action

Motion By _____ Seconded By _____ No Action Taken _____

Ayes _____ Abstained _____

Noes _____ Absent _____

Marina Coast Water District
Staff Report

Agenda Item: 11-A

Meeting Date: February 2, 2015

Prepared By: Kelly Cadiente, and Paul Lord

Presented By: Kelly Cadiente

Approved By: Bill Kocher

Subject: 3rd Quarter 2014 Ord Community Water Consumption and Sewer Flow Reports

Summary: The Board of Directors is requested to receive the 3rd Quarter 2014 Ord Community Water Consumption and Sewer Flow Reports. Quarterly water consumption reports have been submitted to the Board since 2006. The quarterly consumption reports contain the Ord Community water consumption data organized by land-use jurisdiction.

This staff report also includes tracking information on Ord Community sewer flows and available sewer capacity. Ord Community sanitary sewer flow for the 3rd quarter of 2014 was 72.787-million-gallons which yield an average daily sewer flow of 0.791-million-gallons-per-day (MGD). The Ord Community's sanitary sewer flow to the Monterey Regional Water Pollution Control Agency (MRWPCA) interceptor system is measured by a District flume structure located adjacent to the retired Main Garrison wastewater treatment plant.

The District maintains sewage conveyance capacity within the Ord Community equivalent to 3.3-MGD. The 3.3-MGD capacity managed by the District is further divided into 1.1-MGD for use by the US Army and 2.2-MGD for use by others in the Ord Community.

Below are informational annotations for the data included in the reports:

- The number of customers in each category is defined as the number of active accounts within that land use jurisdiction.
- "Army Facilities & Businesses - Ord" captures all uses not listed in the other Army categories.
- Unmetered water use under "Army Facilities & Business – Ord" is based on 764 flat rate accounts.
- The rainfall total for the 3rd quarter of 2014 (Jul., Aug., Sep.) was 0.38 inches. This amount of rainfall is 0.10 inches higher than the historical quarterly average rainfall of 0.28 inches.
- The measured reference evapotranspiration rate for this period was 9.68 inches, lower than the historical quarterly average of 10.82 inches.