



# MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

Home Page: [www.mcwd.org](http://www.mcwd.org)

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## DIRECTORS

JAN SHRINER  
President

THOMAS P. MOORE  
Vice President

HERBERT CORTEZ  
GAIL MORTON  
MATT ZEFFERMAN

## Agenda

**Regular Board Meeting, Board of Directors  
Marina Coast Water District  
and**

**Regular Board Meeting, Board of Directors  
Marina Coast Water District Groundwater Sustainability Agency**

Monday, November 15, 2021, 6:30 p.m. PST

Due to Governor Newsom's Executive Order N-29-20 and recommendations on protocols to contain the spread of COVID-19, staff and Board members will be attending the November 15, 2021 meeting remotely from various locations and the meeting will be held via Zoom conference. There will be NO physical location of the meeting. The public is strongly encouraged to use the Zoom app for best reception.

There may be limited opportunity to provide verbal comments during the meeting. Persons who are participating via telephone will need to press \*9 to be acknowledged for comments. Members of the public participating by Zoom will be placed on mute during the proceedings and will be acknowledged only when public comment is allowed, after requesting and receiving recognition from the Board President. Public comment can also be submitted in writing to Paula Riso at [priso@mcwd.org](mailto:priso@mcwd.org) by 9:00 am on Monday, November 15, 2021; such comments will be distributed to the MCWD Board before the meeting.

This meeting may be accessed remotely using the following Zoom link:

<https://us02web.zoom.us/j/88624367707?pwd=OXhvOFhVUDI5bDBuNTRScDU1WTNzUT09>

Passcode: 861894

To participate via phone: 1-669-900-9128; Meeting ID: 886 2436 7707 Passcode: 861894

***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.*

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 District offices at 11 Reservation Road, Marina. 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): City of Marina Council Chambers. A complete Board packet containing all enclosures and staff materials will be available for public review on the District website, Wednesday, November 10, 2021. 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

#### 4. Closed Session

- A. Pursuant to Government Code 54956.9  
Conference with Legal Counsel – Existing Litigation
- 1) Bay View Community DE, LLC; Bryan Taylor; Greg Carter; and Brooke Bilyeu vs Marina Coast Water District; Board of Directors of Marina Coast Water District; County of Monterey and Does 1-25, inclusive, Monterey County Superior Court Case No. 18CV000765 (Petition for Writ of Mandate or Administrative Mandate, and Complaint for Declaratory and Injunctive Relief and Breach of Contract)
  - 2) Appeal No. A-3-MRA-19-0034 by California-American Water Company to the California Coastal Commission over Denial by the City of Marina for a Coastal Development Permit for Construction of Slant Intake Wells for the Monterey Peninsula Water Supply Project

#### 7:30 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. [Adopt Resolution No. 2021-53 in Recognition of Tamela Hatfield, Accounting Supervisor, for 10 Years of Service to the Marina Coast Water District](#)  
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#### 9. Consent Calendar

- A. [Receive and File the Check Register for the Month of October 2021](#)  
(Page 6)
- B. [Approve the Draft Minutes of the Regular Joint Board/GSA Meeting of October 18, 2021](#)  
(Page 12)
- C. [Adopt Resolution No. 2021-54 to Proclaim a Local Emergency, and Authorize Remote Teleconference Meetings of All District Legislative Bodies for the Following 30 Days](#)  
(Page 21)

**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. [Adopt Resolution No. 2021-55 to Designate the General Manager as the Authorized Representative of the Marina Coast Water District for the California Water and Wastewater Arrearages Payment Program](#)

(Page 25)

B. [Adopt Resolution No. 2021-56 to Authorize Change Order #1 with Process Measurement Group \(dba Toledo Industrial Coatings\) for the Intermediate Reservoir Recoating Project - CIP #GW-0311 and Corresponding Budget Adjustments](#)

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C. [Adopt Resolution No. 2021-57 Approving the Application for the U.S. Bureau of Reclamation WaterSMART Grant Program](#)

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## **11. Staff Report**

A. [Receive an Update on the Fiscal Impacts to the District due to Covid-19](#)

(Page 41)

**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

B. Counsel's Report

C. Committee and Board Liaison Reports

- |                                   |                                    |
|-----------------------------------|------------------------------------|
| 1. Water Conservation Commission  | 6. M1W Board Member Liaison        |
| 2. Joint City-District Committee  | 7. LAFCO Liaison                   |
| 3. Executive Committee            | 8. JPIA Liaison                    |
| 4. Community Outreach Committee   | 9. Special Districts Association   |
| 5. Budget and Personnel Committee | 10. MCWD/SVBGSA Steering Committee |

## **13. Board Member Requests for Future Agenda Items**

**14. Director's Comments** *Director reports on meetings with other agencies, organizations and individuals on behalf of the District and on official District matters.*

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

*Regular Meeting: Monday, December 13, 2021, 6:30 p.m.*

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 8-A

Meeting Date: November 15, 2021

Submitted By: Kelly Cadiente

Approved By: Remleh Scherzinger

Agenda Title: Adoption of Resolution No. 2021-53 Recognizing Tamela Hatfield, Accounting Supervisor, and Awarding a Gift Certificate for 10 Years of Service to the Marina Coast Water District

Staff Recommendation: The Board adopt Resolution No. 2021-53 recognizing Tamela Hatfield, Accounting Supervisor, and awarding a gift certificate for 10 years of service to the Marina Coast Water District.

Background: *Strategic Plan, Strategic Element 5.0 – Our objective is to recruit and maintain a highly qualified, diverse, and inspired workforce that delivers the essential services of our mission statement to the public while providing outstanding customer service.*

Discussion/Analysis: Ms. Hatfield joined the District on November 14, 2011, as Accountant II. Upon her arrival, Tamela was charged with finishing the closing of Fiscal Year 2010-2011, participating in the financial audit, and preparing the District's Comprehensive Annual Financial Report (Annual Report). Not only did Tamela complete all the tasks and met every deadline, but the Annual Report she completed was also awarded the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA).

In addition to the closings and financial reporting of the District, as the Accountant II position supervised the department, Tamela oversaw the day-to-day operations of the accounting activities which include accounts payable, accounts receivable, and payroll. In FY 2017-2018, the District conducted a Compensation and Classification Study which resulted in reclassing the Accountant II position to Accounting Supervisor. Both as an Accountant II and Accounting Supervisor, Tamela has ensured that all obligations including invoices, debt service, and payroll have been processed and paid promptly which was a contributing factor to the District's improved credit rating.

Tamela's high quality of work has continued throughout her tenure with the District and is largely responsible for the last ten of the District's thirteen awards received from GFOA for the District Annual Reports. Tamela is currently completing the District's FY 2020-2021 Annual Report and management is confident that it will be awarded another certificate from GFOA as well.

It is with great pleasure that we recognize Tamela Hatfield's 10 years of service to the Marina Coast Water District. We collectively thank her for her years of outstanding service and wish her well in her continued service to the District.

Environmental Review Compliance: None required.

Financial Impact:  Yes  No Funding Source/Recap: Hospitality & Awards account numbers of all four cost centers.

Material Included for Information/Consideration: Resolution No. 2021-53.



November 15, 2021

Resolution No. 2021-53  
Resolution of the Board of Directors  
Marina Coast Water District  
In Recognition of Tamela Hatfield for 10 Years  
of Service to the Marina Coast Water District

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on November 15, 2021, via videoconference pursuant to Gov. Newsom’s Executive Order N-29-20, as follows:

WHEREAS, Tamela Hatfield joined the District on November 14, 2011, as Accountant II; and,

WHEREAS, as the Accountant II position supervised the department, Tamela oversaw the day-to-day operations of the accounting activities which include accounts payable, accounts receivable, and payroll; and,

WHEREAS, in 2018, the District conducted a Compensation and Classification Study which resulted in the reclassification of Tamela’s position to Accounting Supervisor; and,

WHEREAS, both as Accountant II and Accounting Supervisor, Tamela has ensured that all obligations including invoices, debt service, and payroll have been processed and paid promptly which is a contributing factor to the District’s improved credit rating.

WHEREAS, Tamela’s high quality of work has continued throughout her tenure with the District and is largely responsible for the last ten of the District’s thirteen awards received from GFOA for the District Annual.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby express its gratitude and recognizes Tamela Hatfield’s ten years of service to the Marina Coast Water District, award a gift certificate, and wishes her well in her continued service with the District.

PASSED AND ADOPTED on November 15, 2021, 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 \_\_\_\_\_

\_\_\_\_\_  
Jan Shriner, President

ATTEST:

\_\_\_\_\_  
Remleh Scherzinger, 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. 2021-53 adopted November 15, 2021.

\_\_\_\_\_  
Remleh Scherzinger, Secretary

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 9

Meeting Date: November 15, 2021

Prepared By: Paula Riso

Approved By: Remleh Scherzinger

Agenda Title: Consent Calendar

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

Background: *Strategic Plan, Mission Statement – 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.*

Consent calendar consisting of:

- A) Receive and File the Check Register for the Month of October 2021
- B) Approve the Draft Minutes of the Regular Joint Board/GSA Meeting of October 18, 2021
- C) Adopt Resolution No. 2021-54 to Proclaim a Local Emergency, and Authorize Remote Teleconference Meetings of All District Legislative Bodies for the Following 30 Days

Discussion/Analysis: See individual transmittals.

Environmental Review Compliance: None required.

Other Considerations: The Board of Directors can approve these items together or they can pull them separately for discussion.

Material Included for Information/Consideration: Check Register for October 2021; draft minutes of October 18, 2021; and, Resolution No. 2021-54.

Action Required: \_\_\_\_\_Resolution      X   Motion    \_\_\_\_\_Review  
(Roll call vote is required.)

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Board Action

Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_ No Action Taken \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 9-A

Meeting Date: November 15, 2021

Prepared By: Kelly Cadiente

Approved By: Remleh Scherzinger

Agenda Title: Receive and File the Check Register for the Month of October 2021

Staff Recommendation: The Board of Directors receive and file the October 2021 expenditures totaling \$1,833,036.06.

Background: *Strategic Plan, Objective No. 3 – Our objective is to manage public funds to assure financial stability, prudent rate management and demonstrate responsible stewardship. Our fiscal strategy is to forecast, control and optimize income and expenditures in an open and transparent manner. We will efficiently use our financial resources to assure availability to fund current and future demands.*

Discussion/Analysis: These expenditures were paid in October 2021 and the Board is requested to receive and file the check register.

Environmental Review Compliance: None required.

Financial Impact:  Yes  No Funding Source/Recap: Expenditures are allocated across the six cost centers; 01-Marina Water, 02-Marina Sewer, 03- Ord Water, 04- Ord Sewer, 05-Recycled Water, 06-Regional Water.

Other Consideration: None.

Material Included for Information/Consideration: October 2021 Summary Check Register.

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

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Board Action

Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_ No Action Taken \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

## OCTOBER 2021 SUMMARY CHECK REGISTER

| DATE                       | CHECK #         | CHECK DESCRIPTION                   | AMOUNT              |
|----------------------------|-----------------|-------------------------------------|---------------------|
| 10/07/2021                 | 71211 - 71236   | Check Register                      | 234,905.50          |
| 10/14/2021                 | 71237 - 71266   | Check Register                      | 196,148.27          |
| 10/20/2021                 | 71267 - 71290   | Check Register                      | 55,565.11           |
| 10/28/2021                 | 71291 - 71292   | Check Register                      | 603,333.49          |
| 10/01/2021                 | ACH             | CalPERS                             | 27,028.29           |
| 10/01/2021                 | ACH             | Internal Revenue Service            | 48,023.38           |
| 10/01/2021                 | ACH             | MassMutual Retirement Services, LLC | 11,754.22           |
| 10/01/2021                 | ACH             | State of California - EDD           | 10,566.25           |
| 10/01/2021                 | 501228 - 501231 | Payroll Checks and Direct Deposit   | 114,530.36          |
| 10/01/2021                 | 501232 - 501233 | Check Register                      | 1,859.01            |
| 10/07/2021                 | 501234 - 501236 | Check Register                      | 1,231.33            |
| 10/15/2021                 | ACH             | CalPERS                             | 27,399.20           |
| 10/15/2021                 | ACH             | Internal Revenue Service            | 49,890.91           |
| 10/15/2021                 | ACH             | MassMutual Retirement Services, LLC | 10,254.22           |
| 10/15/2021                 | ACH             | State of California - EDD           | 11,544.35           |
| 10/15/2021                 | 501237 - 501240 | Payroll Checks and Direct Deposit   | 120,542.95          |
| 10/15/2021                 | 501241          | Check Register                      | 818.01              |
| 10/20/2021                 | 501242 - 501251 | Check Register                      | 93,589.45           |
| 10/29/2021                 | ACH             | CalPERS                             | 27,238.10           |
| 10/29/2021                 | ACH             | Internal Revenue Service            | 47,181.23           |
| 10/29/2021                 | ACH             | MassMutual Retirement Services, LLC | 10,254.22           |
| 10/29/2021                 | ACH             | State of California - EDD           | 10,648.38           |
| 10/29/2021                 | 501252 - 501255 | Payroll Checks and Direct Deposit   | 117,911.82          |
| 10/29/2021                 | 501256          | Check Register                      | 818.01              |
| <b>TOTAL DISBURSEMENTS</b> |                 |                                     | <b>1,833,036.06</b> |

| Check No      | Invoice Date | Check Date | Vendor Name                              | Description   | Amount     |
|---------------|--------------|------------|--|---|------------|
| 71211 - 71223 |              |            | Void                                     |   |            |
| 71224         | 09/21/2021   | 10/07/2021 | Area Communications                      | Answering Service 08/25 - 09/21   | 164.00     |
| 71225         | 09/21/2021   | 10/07/2021 | Monterey Bay Analytical Services         | Laboratory Testing  | 945.00     |
| 71226         | 09/16/2021   | 10/07/2021 | Orkin Franchise 925                      | BLM/ IOP Pest Control 09/2021   | 191.00     |
| 71227         | 09/07/2021   | 10/07/2021 | Core & Main LP                           | 3" SS Octave Meter, (2) Octave Encoders - Hampton Inn   | 2,171.99   |
| 71228         | 09/14/2021   | 10/07/2021 | Carollo Engineers, Inc.                  | Construction Meetings, Submittal Review, Design Clarification - RUWAP   | 31,551.93  |
| 71229         | 09/14/2021   | 10/07/2021 | Dilbeck & Sons, Inc.                     | Interior Window Installation - IOP Conference Room  | 21,401.00  |
| 71230         | 09/09/2021   | 10/07/2021 | Richards, Watson & Gershon               | Legal Fees - Opp to Cal Am Asserted Water Rights to CEMEX Prop, Regional Project Litigation 08/2021             | 13,398.54  |
| 71231         | 09/15/2021   | 10/07/2021 | Remy Moose Manley, LLP                   | Legal Fees - Desalination Plan/ MPWSP, H2O 08/2021  | 3,745.00   |
| 71232         | 09/30/2021   | 10/07/2021 | ICONIX Waterworks (US), Inc.             | General Supplies  | 194.86     |
| 71233         | 10/01/2021   | 10/07/2021 | Pure Janitorial, LLC                     | Janitorial Service - MCWD, BLM Offices 09/2021  | 6,500.00   |
| 71234         | 09/10/2021   | 10/07/2021 | EKI Environment & Water, Inc.            | Groundwater Sustainability Plan Prop 68, Groundwater Planning Sustainability Study, Cal Am Water Supply Project | 153,112.18 |
| 71235         | 09/14/2021   | 10/07/2021 | Conservation Rebate Program              | 3192 Crescent Ave - Toilet Rebate   | 75.00      |
| 71236         | 10/01/2021   | 10/07/2021 | Bartle Wells Associates                  | Capacity Fee Study  | 1,455.00   |
| 71237         | 09/30/2021   | 10/14/2021 | Ace Hardware of Watsonville, Inc.        | General Supplies  | 1,544.74   |
| 71238         | 10/11/2021   | 10/14/2021 | City of Marina                           | Franchise Tax Fee 07/2021 - 09/2021   | 42,477.14  |
| 71239         | 09/30/2021   | 10/14/2021 | Insight Planners                         | Web Development/ Maintenance and Web Hosting 09/2021  | 909.00     |
| 71240         | 09/28/2021   | 10/14/2021 | Home Depot Credit Services               | Storage Boxes, Wet/ Dry Vacuum, General Supplies  | 1,990.58   |
| 71241         | 09/16/2021   | 10/14/2021 | Grainger                                 | (5) Fire Extinguishers  | 374.34     |
| 71242         | 09/30/2021   | 10/14/2021 | Peninsula Welding & Medical Supply, Inc. | Gas Cylinder Tank Rental Fee - Welding Supplies   | 12.90      |
| 71243         | 09/30/2021   | 10/14/2021 | Monterey One Water                       | Sewer Treatment Charge 09/2021 - 10/2021  | 282.10     |
| 71244         | 09/21/2021   | 10/14/2021 | Green Line                               | Emergency Pump Out - Ord Village Gravity Main Failure   | 1,815.00   |
| 71245         | 09/02/2021   | 10/14/2021 | Commercial Truck Co.                     | Inspections - Vehicle #'s 2001/ 2101  | 580.18     |
| 71246         | 09/17/2021   | 10/14/2021 | RDO Equipment Co.                        | Skid Steer Diagnostics  | 258.57     |
| 71247         | 10/04/2021   | 10/14/2021 | Daiohs USA                               | Coffee Supplies   | 432.62     |
| 71248         | 09/30/2021   | 10/14/2021 | LiquiVision Technology, Inc.             | Emergency Inspection - Blackhorse Tank  | 6,063.91   |
| 71249         | 09/24/2021   | 10/14/2021 | U.S. Bank National Association           | IOP Office Copier Lease 10/2021   | 287.34     |
| 71250         | 09/27/2021   | 10/14/2021 | Monterey Bay Technologies, Inc.          | (2) Dell 9520 Laptops - O&M Manager, Associate Engineer; IT Support Services 10/2021                            | 9,476.07   |
| 71251         | 09/30/2021   | 10/14/2021 | ICONIX Waterworks (US), Inc.             | (2) 1 1/4" Valves - Wedemyer Ct, (2) 8" Hymax Couplers - Noumea/ Okinawa, 8" Mega Flange Kit, General Supplies  | 2,381.64   |

| Check No | Invoice Date | Check Date | Vendor Name                                       | Description   | Amount    |
|----------|--------------|------------|---|---|-----------|
| 71252    | 09/20/2021   | 10/14/2021 | Aleshire & Wynder, LLP                            | Legal Fees - Opinion for Bay View Community vs. MCWD 08/2021  | 13,385.90 |
| 71253    | 10/05/2021   | 10/14/2021 | TIAA Commercial Finance, Inc.                     | Ord Office Copier, eCopy ScanStation Leases 10/2021   | 422.04    |
| 71254    | 09/27/2021   | 10/14/2021 | AT&T  | Phone and Alarm Line Services 09/2021   | 107.69    |
| 71255    | 09/30/2021   | 10/14/2021 | Marina Coast Water District (BLM)                 | BLM Water, Sewer, Fire Service 09/2021  | 372.75    |
| 71256    | 09/27/2021   | 10/14/2021 | Conservation Rebate Program                       | 3133 Ocean Ter - Toilet Rebate  | 50.00     |
| 71257    | 10/01/2021   | 10/14/2021 | Verizon Connect NWF, Inc.                         | GPS Service - (2) Meter Reader Trucks 09/2021   | 38.00     |
| 71258    | 09/22/2021   | 10/14/2021 | Psomas  | Construction Management/ Inspections - Ord Village LS FM Improvements, A1/A2 Tanks B/C Booster; Developer (Seaside Senior Living Project)   | 55,174.48 |
| 71259    | 09/24/2021   | 10/14/2021 | Ritter GIS, Inc.                                  | Mapping Services, Spatial Verification, GIS Services  | 15,784.00 |
| 71260    | 09/25/2021   | 10/14/2021 | WEX Bank  | Fleet Gasoline  | 5,221.87  |
| 71261    | 09/21/2021   | 10/14/2021 | Allstar Painting & Maintenance, Inc.              | Painting Services - Beach Office  | 6,880.00  |
| 71262    | 09/27/2021   | 10/14/2021 | Conservation Rebate Program                       | 611 Matterhorn Ct - Washer Rebate   | 150.00    |
| 71263    | 09/27/2021   | 10/14/2021 | Conservation Rebate Program                       | 2969 Rainier Way - Washer Rebate  | 150.00    |
| 71264    | 09/27/2021   | 10/14/2021 | Conservation Rebate Program                       | 15001 Breckinridge Ave - Washer Rebate  | 150.00    |
| 71265    | 10/11/2021   | 10/14/2021 | City of Seaside                                   | City Utility Tax 07/2021 - 09/2021  | 28,598.03 |
| 71266    | 10/01/2021   | 10/14/2021 | Greenwaste Recovery, Inc.                         | Garbage Collection & Recycling Services 10/2021   | 777.38    |
| 71267    | 07/21/2021   | 10/20/2021 | City of Marina                                    | Pipeline Easement and Encroachment Permit - A1/A2 Tanks B/C Booster   | 4,850.00  |
| 71268    | 09/01/2021   | 10/20/2021 | Monterey County EHB                               | (9) Haz Mat Facility Permits  | 315.00    |
| 71269    | 09/01/2021   | 10/20/2021 | Monterey County EHB                               | (8) Haz Mat Facility Permits  | 280.00    |
| 71270    | 09/01/2021   | 10/20/2021 | Monterey County EHB                               | (8) Haz Mat Facility Permits  | 280.00    |
| 71271    | 09/01/2021   | 10/20/2021 | Monterey County EHB                               | (5) Haz Mat Facility Permits  | 175.00    |
| 71272    | 10/05/2021   | 10/20/2021 | Pitney Bowes (Lease)                              | Postage Machine Lease 08/09 - 11/08   | 698.89    |
| 71273    | 09/27/2021   | 10/20/2021 | Owen Equipment                                    | General Supplies  | 62.69     |
| 71274    | 09/30/2021   | 10/20/2021 | Monterey Bay Analytical Services                  | Laboratory Testing  | 870.00    |
| 71275    | 10/05/2021   | 10/20/2021 | Staples Credit Plan                               | Office Supplies   | 1,273.53  |
| 71276    | 09/30/2021   | 10/20/2021 | DataProse, LLC                                    | Customer Billing Statements 09/2021   | 5,647.99  |
| 71277    | 10/18/2021   | 10/20/2021 | Special District Association                      | SDA Quarterly Meeting   | 120.00    |
| 71278    | 09/28/2021   | 10/20/2021 | O'Reilly Automotive Stores, Inc.                  | Auto/ General Supplies  | 298.92    |
| 71279    | 10/04/2021   | 10/20/2021 | Della Mora Heating Sheet Metal & Air Conditioning | Service Call/ Replace Heater Pump Bearing - Beach Office  | 1,505.00  |
| 71280    | 09/15/2021   | 10/20/2021 | Griffith, Masuda & Hobbs                          | Legal Fees - Bay View Mobile Home Park, City of Seaside, CSUMB, Infrastructure Agreement, PWM Expansion, GSA (City of Marina vs. CEMEX, Groundwater), Developer (Marina Station), General Matters 08/2021 | 33,942.85 |

| Check No           | Invoice Date | Check Date | Vendor Name                         | Description  | Amount     |
|--------------------|--------------|------------|-------------------------------------|--|------------|
| 71281              | 09/27/2021   | 10/20/2021 | Lou's Gloves, Inc.                  | Nitrile Gloves   | 1,344.00   |
| 71282              | 09/30/2021   | 10/20/2021 | Peninsula Messenger LLC             | Courier Service 10/2021  | 173.00     |
| 71283              | 10/01/2021   | 10/20/2021 | Western Exterminator Company        | Pest Control - Beach Office 10/2021                              | 97.91      |
| 71284              | 09/30/2021   | 10/20/2021 | Iron Mountain, Inc.                 | Shredding Service 09/2021  | 348.12     |
| 71285              | 10/01/2021   | 10/20/2021 | Simpler Systems, Inc.               | UB Datapp Maintenance 10/2021                                    | 500.00     |
| 71286              | 09/27/2021   | 10/20/2021 | Conservation Rebate Program         | 302 Beach Rd - Toilet Rebate                                     | 50.00      |
| 71287              | 09/30/2021   | 10/20/2021 | Spiess Construction Co., Inc.       | Tank Cleanout Cover - Blackhorse Tank                            | 2,324.80   |
| 71288              | 09/27/2021   | 10/20/2021 | Conservation Rebate Program         | 1265 Colmar Rd - Washer Rebate                                   | 100.00     |
| 71289              | 09/28/2021   | 10/20/2021 | Conservation Rebate Program         | 3284 Michael Dr - Hot Water Recirculation Pump Rebate            | 210.99     |
| 71290              | 10/06/2021   | 10/20/2021 | Trucksis Ent, Inc.                  | Stage Two "Save Our Water" Poster                                | 96.42      |
| 71291              | 10/11/2021   | 10/28/2021 | Monterey Peninsula Engineering      | RUWAP Distribution System - Construction Pmt #13                 | 600,475.49 |
| 71292              | 09/16/2021   | 10/28/2021 | Monterey Bay Air Resources District | Modification Permits - Reservation/ Gigling LS<br>Generators     | 2,858.00   |
| ACH                | 10/01/2021   | 10/01/2021 | CalPERS                             | Payroll Ending 09/24/2021  | 27,028.29  |
| ACH                | 10/01/2021   | 10/01/2021 | Internal Revenue Service            | Payroll Ending 09/24/2021  | 48,023.38  |
| ACH                | 10/01/2021   | 10/01/2021 | MassMutual Retirement Services, LLC | Payroll Ending 09/24/2021  | 11,754.22  |
| ACH                | 10/01/2021   | 10/01/2021 | State of California - EDD           | Payroll Ending 09/24/2021  | 10,566.25  |
| 501228 -<br>501231 | 10/01/2021   | 10/01/2021 | Payroll Checks and Direct Deposits  | Payroll Ending 09/24/2021  | 114,530.36 |
| 501232             | 10/01/2021   | 10/01/2021 | General Teamsters Union             | Payroll Ending 09/24/2021  | 1,041.00   |
| 501233             | 10/01/2021   | 10/01/2021 | WageWorks, Inc.                     | Payroll Ending 09/24/2021  | 818.01     |
| 501234             | 09/17/2021   | 10/07/2021 | Principal Life                      | Employee Paid Benefits 10/2021                                   | 389.40     |
| 501235             | 09/17/2021   | 10/07/2021 | Transamerica Life Insurance Company | Employee Paid Benefits 09/2021                                   | 673.40     |
| 501236             | 07/26/2021   | 10/07/2021 | Employee Reimbursement              | Water Distribution System O&M Course Enrollment/<br>Manual - O&M | 168.53     |
| ACH                | 10/15/2021   | 10/15/2021 | CalPERS                             | Payroll Ending 10/08/2021  | 27,399.20  |
| ACH                | 10/15/2021   | 10/15/2021 | Internal Revenue Service            | Payroll Ending 10/08/2021  | 49,890.91  |
| ACH                | 10/15/2021   | 10/15/2021 | MassMutual Retirement Services, LLC | Payroll Ending 10/08/2021  | 10,254.22  |
| ACH                | 10/15/2021   | 10/15/2021 | State of California - EDD           | Payroll Ending 10/08/2021  | 11,544.35  |
| 501237 -<br>501240 | 10/15/2021   | 10/15/2021 | Payroll Checks and Direct Deposits  | Payroll Ending 10/08/2021  | 120,542.95 |
| 501241             | 10/15/2021   | 10/15/2021 | WageWorks, Inc.                     | Payroll Ending 10/08/2021  | 818.01     |
| 501242             | 10/05/2021   | 10/20/2021 | ACWA Joint Power Ins Authority      | Workers Compensation Insurance 07/01/2021 -<br>09/30/2021        | 12,110.94  |
| 501243             | 10/01/2021   | 10/20/2021 | ACWA/ JPIA                          | Medical, Dental, Vision, EAP Insurance 11/2021                   | 75,511.72  |
| 501244             | 09/25/2021   | 10/20/2021 | AFLAC                               | Employee Paid Benefits 09/2021                                   | 1,572.76   |
| 501245             | 10/05/2021   | 10/20/2021 | LegalShield                         | Employee Paid Benefits 10/2021                                   | 25.90      |

| Check No                                    | Invoice Date | Check Date | Vendor Name                             | Description  | Amount              |
|---|--------------|------------|---|--|---------------------|
| 501246                                      | 10/08/2021   | 10/20/2021 | Lincoln National Life Insurance Company | Life, Short/ Long Term Disability, AD&D Insurance<br>11/2021 | 2,696.13            |
| 501247                                      | 10/14/2021   | 10/20/2021 | Boutin Jones, Inc.                      | Legal Fees - Employment                                      | 1,672.00            |
| 501248 -<br>501251                          |              |            | Void                                    |  |                     |
| ACH   | 10/29/2021   | 10/29/2021 | CalPERS                                 | Payroll Ending 10/22/2021                                    | 27,238.10           |
| ACH   | 10/29/2021   | 10/29/2021 | Internal Revenue Service                | Payroll Ending 10/22/2021                                    | 47,181.23           |
| ACH   | 10/29/2021   | 10/29/2021 | MassMutual Retirement Services, LLC     | Payroll Ending 10/22/2021                                    | 10,254.22           |
| ACH   | 10/29/2021   | 10/29/2021 | State of California - EDD               | Payroll Ending 10/22/2021                                    | 10,648.38           |
| 501252 -<br>501255                          | 10/29/2021   | 10/29/2021 | Payroll Checks and Direct Deposits      | Payroll Ending 10/22/2021                                    | 117,911.82          |
| 501256                                      | 10/29/2021   | 10/29/2021 | WageWorks, Inc.                         | Payroll Ending 10/22/2021                                    | 818.01              |
| <b>Total Disbursements for October 2021</b> |              |            |   |  | <b>1,833,036.06</b> |

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 9-B

Meeting Date: November 15, 2021

Prepared By: Paula Riso

Approved By: Remleh Scherzinger

Agenda Title: Approve the Draft Minutes of the Regular Joint Board/GSA Meeting of October 18, 2021

Staff Recommendation: The Board of Directors approve the draft minutes of the October 18, 2021 regular joint Board meeting.

Background: *Strategic Plan, Mission Statement – 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.*

Discussion/Analysis: The draft minutes of October 18, 2021 are provided for the Board to consider approval.

Environmental Review Compliance: None required.

Financial Impact:     \_\_\_ Yes     \_\_X\_\_ No     Funding Source/Recap: None

Other Considerations: The Board can suggest changes/corrections to the minutes.

Material Included for Information/Consideration: Draft minutes of October 18, 2021.

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

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Board Action

Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_ No Action Taken \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_



## **Marina Coast Water District**

Regular Board Meeting/Groundwater Sustainability Agency Board Meeting  
Via Zoom Teleconference  
October 18, 2019

### Draft Minutes

#### 1. Call to Order:

President Shriner called the meeting to order at 6:32 p.m. on October 18, 2021 via Zoom teleconference in Marina, California. She then proceeded with a land acknowledgement. “As Marina Coast Water District celebrates its 60<sup>th</sup> year providing publicly owned water service to its customers in Marina and the Ord Community, we acknowledge that our service area is located on the traditional lands of the Esselen people. They are known today as the Ohlone/Constanoan-Esselen Nation. We respect their elders, past, present, and emerging, for they hold the memories, traditions, culture, and hopes of the Esselen people. We also acknowledge the government of the Ohlone/Coastanoan Esselen Nation and appreciate the spiritual role it plays today in preserving the cultural, historical and heritage beliefs of the Esselen people. We are grateful that they share their traditional lands with us.”

#### 2. Roll Call:

##### Board Members Present:

Jan Shriner– President  
Thomas P. Moore – Vice President  
Herbert Cortez  
Gail Mortin  
Matt Zefferman

##### Board Members Absent:

None

##### Staff Members Present:

Remleh Scherzinger, General Manager  
Roger Masuda, District Counsel  
Kelly Cadiente, Director of Administrative Services  
Derek Cray, Operations and Maintenance Manager  
Jigar Shaw, District Engineer  
Patrick Breen, Water Resources Manager  
Teo Espero, IT Administrator  
Paula Riso, Executive Assistant/Clerk to the Board

Agenda Item 2 (continued):

Audience Members:

Yuri Anderson, Supervisor Root-Askew Staff  
Vera Nelson, EKI Water & Environment  
Peter Le, Marina Resident  
Andy Sterbenz, Schaaf & Wheeler

Sarah Babcock, MCWD  
Rene Magdaleno, MCWD  
Don Wilcox, MCWD  
Joe Pineda, MCWD

3. Public Comment on Closed Session Items:

There were no comments made.

The Board entered into closed session at 6:35 p.m. to discuss the following items:

4. Closed Session:

- 1) California-American Water Company v. All Persons Interested..., Complaint for Reverse Validation, Monterey County Superior Court Case No. 20CV002436, and Marina Coast Water District's consideration of joining that case
- 2) City of Marina v. RMC Lonestar [CEMEX], California-American Water Company, Marina Coast WD, et al Defendants, Monterey County Superior Court Case No. 20CV001387 (Complaint for Breach of Contract, Declaratory Relief under the Agency Act, and Tortious Interference with Existing Contract)

The Board ended closed session at 7:02 p.m. President Shriner reconvened the meeting to open session at 7:03 p.m.

5. Reportable Actions Taken During Closed Session:

Mr. Roger Masuda, District Counsel, stated there were no reportable actions taken in Closed Session.

6. Pledge of Allegiance:

Director Zefferman led everyone present in the pledge of allegiance.

7. Oral Communications:

Mr. Peter Le, Marina resident, commented that he had submitted his comments in written format to the Board and General Manager and he asked that the Board review his comments and provide responses.

Agenda Item 7 (continued):

Mr. Le submitted the following comment on October 15, 2021:

Dear Directors:

re: Oral Communication on Non-Agendized Item – October 18, 2021 Board Meeting

I previously submitted written questions and requests for documents under provisions of the Public Record Act on September 16, 2021 and September 22, 2021.

I have not received any response nor any document from the District. While the General Manager informed a MCWD Director that my requested documents would be provided under the provisions of the Public Record Act, no document was provided as of today.

My questions are very important to all ratepayers and deserve prompt response by Marina Coast Water District (MCWD). One of the questions is whether MCWD has provided adequate fire flows as required by Marina Fire Department for the last 51 years, from 1970 to 2021.

Marina Coast Water District issued a Press Release on March 22, 2021 claiming the addition of 3 million gallons of water storage at a cost of 15 million dollars. Does this mean that Marina Coast Water District has not provided sufficient water storage for both consumption and fire protection for the last 51 years from 1970 to 2021? The Board approved Water Master Plan seems to confirm this assessment. The District engineering consultant, AKEL Engineering Group, calculated that the existing water storage requirements are 3.30 million gallons, while the existing water storage capacity is only 2.25 million gallons.

The problem of not providing adequate fire flows surfaced in July 2019 and Marina Coast Water District Board of Directors has not addressed this issue for the last two years. The press release on March 22, 2021 on the construction of two (2) new water storage tanks on CSUMB property appears to misled the ratepayers in believing that these two new water tanks will provide adequate fire flows for the City of Marina.

There is absolutely NO engineering calculation that proves that these two new water tanks will provide adequate fire flows for the City of Marina. In fact, MCWD engineering consultant alluded to this deficiency and false belief in the Board approved Water Master Plan. Section 7.2, Fire Flow Analysis, of the approved Water Master Plan states “The hydraulic model identified several areas throughout the District’s existing distribution system that experience minimum residual pressures less than 20 pounds per square inch under fire flow conditions. A majority of these deficiencies are located within the City of Marina and are due to small diameter mains that are unable to carry high flows during a fire event.” Additionally, the practice of Marina Fire Department to pump water from fire hydrants to suppress fires may cause damages to the existing pipes due to excessive water velocities.

Agenda Item 7 (continued):

I request that my above comments read at the Board meeting on October 18, 2021 under the public comment section on non-agendized item and also be placed in the official records of this regular Board meeting.

The District's responses to all my questions will also benefit all Marina ratepayers in providing accurate information and avoid any fake news circulating around. Thank you for your consideration.

Sincerely,

Peter Le

Sent by email to all MCWD Directors and MCWD General Manager

[directorshriner@mcwd.org](mailto:directorshriner@mcwd.org)

[directormoore@mcwd.org](mailto:directormoore@mcwd.org)

[directorcortez@mcwd.org](mailto:directorcortez@mcwd.org)

[directormorton@mcwd.org](mailto:directormorton@mcwd.org)

[mzefferman@mcwd.org](mailto:mzefferman@mcwd.org)

[rscherzinger@mcwd.org](mailto:rscherzinger@mcwd.org)

8. Presentation

- A. Adopt Resolution No. 2021-50 in Recognition of Rene Magdaleno, Electrical/Mechanical Technician, for 15 Years of Service to the Marina Coast Water District:

Mr. Derek Cray, Operations and Maintenance Manager, introduced this item thanking Mr. Magdaleno for his hard work and years of service to MCWD.

Vice President Moore made a motion to Adopt Resolution No. 2021-50 in Recognition of Rene Magdaleno, Electrical/Mechanical Technician, for 15 Years of Service to the Marina Coast Water District. Director Morton seconded the motion. Ms. Sarah Babcock, MCWD employee, congratulated Mr. Magdaleno on his 15 years with the District, and stated that it was an honor and joy to work with Rene. The motion was passed by the following vote:

|                    |   |     |                      |   |     |
|--------------------|---|-----|----------------------|---|-----|
| Director Cortez    | - | Yes | Vice President Moore | - | Yes |
| Director Morton    | - | Yes | President Shriner    | - | Yes |
| Director Zefferman | - | Yes |                      |   |     |

President Shriner read the narration on the Resolution. Mr. Magdaleno thanked everyone for giving him the opportunity to apply for the new position and noted that he loved his job and plans to retire from the District someday.

9. Marina Coast Water District Groundwater Sustainability Agency Matters:

A. Presentation:

1. Receive a Presentation on the Monterey Sub-basin Groundwater Sustainability Plan (Plan):

Mr. Patrick Breen, Water Resources Manager, introduced this item. Ms. Vera Nelson, EKI Water & Environment, gave a brief presentation on the overall Plan. The Board asked clarifying questions and discussion followed.

Ms. Yuri Anderson, Supervisor Root-Askew staff member/Marina resident, commented that she and Supervisor Root-Askew would like to see more public outreach and opportunities for the public to learn more about the Plan. She added that the Board was being asked to join in a joint session with the County Board of Supervisors on December 8<sup>th</sup>. Ms. Anderson stated that other subbasins were also being invited to attend and share any planned regional projects.

The Board asked to have more outreach to the community regarding the Plan. Mr. Breen stated that the outreach would be increased.

10. Return to Marina Coast Water District Matters:

11. Consent Calendar:

Vice President Moore made a motion to approve the Consent Calendar consisting of: A) Receive and File the Check Register for the Month of September 2021; B) Approve the Draft Minutes of the Regular Joint Board/GSA Meeting of September 20, 2021; and, C) Adopt Resolution No. 2021-51 to Amend the FY 2021-2022 Budget for the Unbudgeted Emergency Purchase of a Replacement Vertical Hollow Shaft Motor for Well 31 by Utilizing Ord Water Capital Replacement and Improvement Reserve Funds. Director Zefferman seconded the motion. The motion was passed by the following vote:

|                    |   |     |                      |   |     |
|--------------------|---|-----|----------------------|---|-----|
| Director Cortez    | - | Yes | Vice President Moore | - | Yes |
| Director Morton    | - | Yes | President Shriner    | - | Yes |
| Director Zefferman | - | Yes |                      |   |     |

12. Action Item:

- A. Adopt Resolution No. 2021-52 to Proclaim a Local Emergency, Ratifying the State of Emergency Proclaimed on March 4, 2020, and Authorizing Remote Teleconference Meetings of All District Legislative Bodies for the Following 30 Days:

Ms. Paula Riso, Executive Assistant/Clerk to the Board, introduced this item.

Agenda Item 12-A (continued):

Director Morton made the finding that the state of emergency exists in the County of Monterey; that there is substantial risk to the Board, staff and members of the public to attend these meetings; and, made a motion to adopt Resolution No. 2021-52 proclaiming a local emergency, ratifying the State of Emergency proclaimed on March 4, 2020, and authorizing remote teleconference meetings of all District legislative bodies for the following 30 days. Vice President Moore seconded the motion. The motion was passed by the following vote:

|                    |   |     |                      |   |     |
|--------------------|---|-----|----------------------|---|-----|
| Director Cortez    | - | Yes | Vice President Moore | - | Yes |
| Director Morton    | - | Yes | President Shriner    | - | Yes |
| Director Zefferman | - | Yes |                      |   |     |

13. Staff Reports:

A. Receive an Update on the Fiscal Impacts to the District due to Covid-19:

Ms. Kelly Cadiente, Director of Administrative Services, introduced this item and noted that the District was in line to receive funds from the State arrearages program to help towards delinquent accounts. The Board asked clarifying questions.

B. Receive a Report on Current Capital Improvement Projects:

Mr. Jigar Shah, District Engineer, introduced this item.

C. Receive the 3rd Quarter 2021 MCWD Water Consumption Report:

Ms. Cadiente reviewed this item. Vice President Moore suggested putting the Central Marina water allocation number of 3,020 acre feet in the chart. Director Morton suggested a separate graph for Central Marina. President Shriner asked that it be brought to the Executive Committee for review first.

D. Receive the 3rd Quarter 2021 Sewer Flow Report:

Ms. Cadiente reviewed this item. Vice President Moore asked for the numbers to be in acre feet as measure.

E. Receive 3rd Quarter Report on Pure Water Monterey and MCWD Recycled Water Flows through September 30, 2021:

Mr. Breen introduced this item. The Board asked clarifying questions.

F. Receive a Report on Potable Water Production through August 31, 2021:

Mr. Breen introduced this item. Director Zefferman noted the graph was difficult to read with the thin lines and asked that the graph be revised so it's easier to read. Director Morton asked for a footnote showing the population in 2013.

14. Informational Items:

A. General Manager's Report:

Mr. Scherzinger gave the following updates:

- 1) MCWD received their 13<sup>th</sup> Government Finance Officers Association Award;
- 2) BHI Consulting has been awarded a contract and will begin working with the District on the Strategic Plan;
- 3) the generator project completed by Mr. Cray was successful as the District remained 100% in power during the last PG&E power outage. Two water booster stations, 1 chlorination station, and three sewer lift stations were affected during the 3-hour outage;
- 4) the arrearages grant for \$134,000 will help those District customers who have been struggling during Covid;
- 5) Mr. Shah has reached out to the Bureau of Reclamation for a WaterSmart grant to change out District meters and upgrade them to Advanced Metering Infrastructure meters (smart meters); and,
- 6) thanks to President Shriner for writing individual thank you cards to all the District employees for Water Professional Week and the District provided pizza for the employees, thanking them as well.

B. Counsel's Report:

There was no report.

C. Committee and Board Liaison Reports:

1. Water Conservation Commission:

Mr. Breen stated no meeting was held.

2. Joint City District Committee:

Director Morton stated they met and gave a brief update noting that there were questions on fire flow. Mr. Scherzinger suggested forwarding that to the Executive Committee to discuss scheduling a fire flow workshop. Director Zefferman noted he has been giving updates on Eleanor Ostrom's work.

3. Executive Committee:

Vice President Moore stated they met on October 5th and the next meeting is November 2nd.

4. Community Outreach Committee:

President Shriner and Director Zefferman gave a brief update.

5. Budget and Personnel Committee:

No meeting was held.

6. M1W Board Member:

Vice President Moore gave a brief update.

7. LAFCO Liaison:

Director Cortez stated the next meeting is scheduled for October 25th.

8. JPIA Liaison:

Director Morton stated there was nothing to report.

9. Special Districts Association Liaison:

Vice President Moore stated the next meeting is scheduled for October 19th.

10. MCWD/SVBGSA Steering Committee:

Mr. Breen said the meeting was canceled.

15. Correspondence:

President Shriner noted there was a thank you note for the General Manager.

16. Board Member Requests for Future Agenda Items:

No additional requests were made.

17. Director's Comments:

Director Cortez, Director Zefferman, Director Morton, Vice President Moore, and President Shriner made comments.

8. Adjournment:

The meeting was adjourned at 9:58 p.m.

APPROVED:

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Jan Shriner, President

ATTEST:

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Paula Riso, Deputy Secretary

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 9-C

Meeting Date: November 15, 2021

Prepared By: Paula Riso

Approved By: Remleh Scherzinger

Agenda Title: Adopt Resolution No. 2021-54 to Proclaim a Local Emergency, and Authorize Remote Teleconference Meetings of All District Legislative Bodies for the Following 30 Days

Staff Recommendation: The Board of Directors adopt Resolution No. 2021-54 to proclaim a local emergency and authorize remote teleconference meetings of all District legislative bodies for the following 30 days.

Background: *Strategic Plan, Mission Statement – 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.*

On March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic. That proclamation remains in effect. As a result of the state of emergency, the Governor issued executive orders that waived the normally strict provisions of the Brown Act relating to holding and participating in meetings via teleconferencing. Executive Order N-29-20 allowed bodies subject to the Brown Act to meet without a physical meeting location, so long as various requirements were met, including providing the public the opportunity to observe and participate in the meeting telephonically or electronically. Executive Order No. N-08-21 extended the suspension of the Brown Act's normal teleconferencing rules through September 30, 2021.

On September 16, 2021, Governor Newsom signed AB 361 which took effect immediately. This legislation amends the Brown Act to allow meeting bodies subject to the Brown Act to meet via teleconference during a proclaimed state of emergency in accordance with teleconference procedures established by AB 361 rather than under the Brown Act's more narrow standard rules for participation in a meeting by teleconference. The Monterey County Health Officer has issued a recommendation for social distancing in legislative body meetings, so the first meeting after September 30, 2021, may be held without making findings. If the Board desires to continue to meet remotely via teleconference after that first meeting, the Board is required to make certain findings under AB 361 no later than 30 days after the first teleconference meeting held pursuant to AB 361, and every 30 days thereafter. If the Board does not meet again within 30 days, a special meeting may be necessary for this purpose. If the finding is not timely made, the Board will be required to meet in person to make findings to return to remote meetings.

Discussion/Analysis: The teleconference rules of AB 361 are operative only so long as the Governor's proclamation of statewide emergency is in place; once that proclamation is terminated, the Board must either meet in person or utilize the normal Brown Act rules for teleconferencing.

On October 18, 2021, the Board adopted Resolution No. 2021-52 proclaiming a local emergency and authorizing remote teleconference meetings of all District Legislative bodies for 30 days. As of this date, the state, and county emergency is still in place and staff recommends proclaiming the

emergency is still in place and authorize the Board to continue to meet remotely via teleconference until such time the emergency is over.

Environmental Review Compliance: None required.

Other Considerations: The Board of Directors can elect to not proclaim a local emergency and return to in-person meetings.

Material Included for Information/Consideration: Resolution No. 2021-54.

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

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Board Action

Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_ No Action Taken \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

November 15, 2021

Resolution No. 2021 - 54  
Resolution of the Board of Directors  
Marina Coast Water District

Proclaiming a Local Emergency, and Authorize Remote Teleconference Meetings of All Meetings of the Board of Directors and Specified Board Committees for the Following 30 Days

RESOLVED, by the Board of Directors ("Board") of the Marina Coast Water District ("District"), at a regular meeting duly called and held on November 15, 2021 via a video conference pursuant to Governor Newsom's Executive Order N-29-20, as follows:

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic; and,

WHEREAS, on September 16, 2021, Governor Newsom signed AB 361 which took effect immediately and amends the Brown Act to allow meeting bodies subject to the Brown Act to meet via teleconference during a proclaimed state of emergency in accordance with teleconference procedures established by AB 361 rather than under the Brown Act's more narrow standard rules for participation in a meeting by teleconference; and,

WHEREAS, the first meeting after September 30, 2021, may be held without making findings. However, if the Board desires to continue to meet remotely via teleconference after that first meeting, the Board is required to make certain findings under AB 361 no later than 30 days after the first teleconference meeting held pursuant to AB 361, and every 30 days thereafter; and,

WHEREAS, no later than 30 days after meeting via teleconference for the first time pursuant to AB 361, the body must make a finding that the body "has reconsidered the circumstances of the state of emergency" and further find that "[a]ny of the following circumstances exist: (i) The state of emergency continues to directly impact the ability of the members to meet safely in person. (ii) State or local officials continue to impose or recommend measures to promote social distancing." (Gov't Code §54953(e)(3) [AB 361, p. 11].); and,

WHEREAS, the teleconference rules of AB 361 are operative only so long as the Governor's proclamation of statewide emergency is in place; once that proclamation is terminated, the Board, the Executive Committee, Budget and Personnel Committee, and Community Outreach Committee, and Director participation in the Joint City-District Committee, must either meet in person or utilize the normal Brown Act rules for teleconferencing.

NOW, THEREFORE, BE IT RESOLVED, the Board of Directors of the Marina Coast Water District does hereby:

1. Proclaim a local emergency; and,
2. Authorize Remote Teleconference Meetings of All Meetings of the Board of Directors, the Executive Committee, Budget and Personnel Committee, and Community Outreach Committee, and Director participation in the Joint City-District Committee for the Following 30 Days.

PASSED AND ADOPTED on November 15, 2021 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 \_\_\_\_\_

\_\_\_\_\_  
Jan Shriner, President

ATTEST:

\_\_\_\_\_  
Remleh Scherzinger, 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. 2021-54 adopted November 15, 2021.

\_\_\_\_\_  
Remleh Scherzinger, Secretary

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 10-A

Meeting Date: November 15, 2021

Prepared By: Kelly Cadiente

Approved By: Remleh Scherzinger

Agenda Title: Adopt of Resolution No. 2021-55 to Designate the General Manager as the Authorized Representative of the Marina Coast Water District for the California Water and Wastewater Arrearages Payment Program

Staff Recommendation: The Board adopts Resolution No. 2021-55 to designate the General Manager as the authorized representative of the Marina Coast Water District for the California Water and Wastewater Arrearages Program.

Background: *Strategic Mission Statement – 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.*

Discussion/Analysis: The COVID-19 pandemic has made it difficult for many of the District ratepayers to pay their bills due to job loss and other hardships and has financially impacted the District which staff has reported to the Board throughout the pandemic. Through \$985 million in federal funding allocated by the state legislature, The California State Water Resources Control Board (SWRCB) has created the California Water and Wastewater Arrearages Payment Program (Program) to provide relief to community water and wastewater systems for unpaid bills related to the pandemic. The funding from the Program will cover debt from residential and commercial customers accrued between March 4, 2020, and June 15, 2021.

District staff has calculated that the District has approximately \$134,000 of arrearages that qualify for funding from the Program. The Program application period opened in October and staff has completed the application however, the Program requires that the District designate, through ordinance or resolution, an authorized representative who will serve as the administrative contact and the signatory for all Program materials. Once that is complete, staff will upload the completed application for the Program. The application submission deadline is Friday, December 10, 2021. Therefore, staff requests that the Board designate the General Manager as the District's authorized representative for the Program.

Environmental Review Compliance: None.

Financial Impact:     \_\_\_ Yes      X  No

Material Included for Information/Consideration:     Resolution No. 2021-55.

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

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Board Action

Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_ No Action Taken \_\_\_\_\_

Ayes \_\_\_\_\_

Abstained \_\_\_\_\_

Noes \_\_\_\_\_

Absent \_\_\_\_\_

November 15, 2021

Resolution No. 2021-55  
Resolution of the Board of Directors  
Marina Coast Water District  
Designating the General Manager as the District's Authorized Representative  
for the California Water and Wastewater Arrearage Payment Program

RESOLVED by the Board of Directors ("Directors") of the Marina Coast Water District ("District"), at a regular meeting duly called and held on November 15, 2021, via videoconference pursuant to Gov. Newsom's Executive Order N-29-20, as follows:

WHEREAS, the COVID-19 pandemic has made it difficult for many of the District ratepayers to pay their bills due to job loss and other hardships and has financially impacted the District which staff has reported to the Board throughout the pandemic; and,

WHEREAS, through \$985 million in federal funding allocated by the state legislature, The California State Water Resources Control Board (SWRCB) has created the California Water and Wastewater Arrearages Payment Program (Program) to provide relief to community water and wastewater systems for unpaid bills related to the pandemic; and,

WHEREAS, the funding from the Program will cover debt from residential and commercial customers accrued between March 4, 2020, and June 15, 2021, which staff has calculated to be approximately \$134,000; and,

WHEREAS, the Program requires that the District designate, through ordinance or resolution, an authorized representative who will serve as the administrative contact and the signatory for all Program materials.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Marina Coast Water District that the General Manager is hereby designated as the District's authorized representative for the California Water and Wastewater Arrearages Payment Program.

PASSED AND ADOPTED on November 15, 2021, 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 \_\_\_\_\_

\_\_\_\_\_  
Jan Shriner, President

ATTEST:

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Remleh Scherzinger, 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. 2021-55 adopted November 15, 2021.

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Remleh Scherzinger, Secretary

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 10-B

Meeting Date: November 15, 2021

Prepared By: Brian True  
Reviewed By: Patrick Breen

Approved By: Remleh Scherzinger

Agenda Title: Adopt Resolution No. 2021-56 to Authorize Change Order #1 with Process Measurement Group (dba Toledo Industrial Coatings) for the Intermediate Reservoir Recoating Project - CIP #GW-0311 and Corresponding Budget Adjustments

Staff Recommendation: The Board of Directors adopt Resolution No. 2021-56 to:

1. Authorize the General Manager to execute Construction Contract Change Order #1 to Process Measurement Group (dba Toledo Industrial Coatings; TCI) for the Intermediate Reservoir Recoating Project - CIP #GW-0311 in the not-to-exceed amount of \$70,000; and,
2. Authorize construction contingency of \$45,900 representing 20% of the new construction contract value (i.e. including Change Order #1) for a total change in project resources of \$85,400; and,
3. Adjust and amend the FY 2021-2022 Capital Improvement Budget as detailed below.

Background: *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.*

MCWD owns and operates the Intermediate Reservoir which acts as a forebay for the main transmission pipeline from the Ord Wells located along Reservation Road east of Marina to both the Central Marina and the Ord Community.

MCWD staff planned Capital Improvement Project (CIP) #GW-0311 to conduct repair work on the Intermediate Tank. The project was advertised for bids with a public Zoom meeting bid opening during the Spring of 2021. The lowest responsible bid was from Process Measurement Group dba Toledo Industrial Coatings (TCI); in the amount of \$159,500.

MCWD's Board of Directors adopted Resolution No. 2021-28 on May 17, 2021, authorizing the construction contract to TCI to conduct the work of CIP #GW-0311 for \$159,500 plus a 10% contingency of \$15,950 for a total Board authorization amount of \$175,450.

During the Summer of 2021, TCI conducted an evaluation of the Intermediate Reservoir and site in preparation for their construction effort. The evaluation revealed that the steel beams and center plate supporting the roof of the Intermediate Tank were badly corroded. After consultation with the project engineer, the construction manager, and MCWD Engineering Department, the components were deemed structurally deficient.

Discussion/Analysis: After considering alternatives for correcting the structural deficiency, MCWD staff, the construction manager, and the contractor have agreed that the best course of action is to replace the steel roof beams and center plate.

MCWD and the contractor have negotiated a Change Order #1 to the CIP #GW-0311 in the amount of \$70,000 (see attached) to replace the steel roof beams and center plate within the Intermediate Reservoir.

Given the structural issues discovered thus far, staff is also requesting an additional contingency amount in the event additional structural deficiencies are discovered that require repair once the tank is drained of water.

Therefore, Staff recommends authorizing the General Manager to execute Change Order #1 with TIC for the Intermediate Reservoir Recoating Project with a not-to-exceed amount of \$70,000 and to authorize an additional contingency of \$45,900 which represents a 20% contingency of the new contracted amount of \$229,500, for a total project authorization of \$275,400.

|                                |                             |
|--------------------------------|-----------------------------|
| Original Contract Amount       | \$159,500                   |
| Change Order #1                | \$70,000                    |
| Sub-Total                      | \$229,500                   |
| Additional Contingency Request | \$45,900 (20% of \$229,500) |
| Total Budget Requested         | \$275,400                   |

This CIP Project (GW-0311 Intermediate Reservoir Recoating) is a “General Water” cost center project it is funded by both the Marina Water and Ord Water cost centers (32% Marina and 68% Ord Water respectively).

Environmental Review Compliance: The Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program previously adopted by the Board on March 15, 2021, under Resolution 2021-15 for the MCWD A1/A2 Reservoirs and B/C Booster Pump Station Project meet California Environmental Quality Act (CEQA) requirements for this project.

Other considerations: None.

Financial Impact:  Yes  No Funding Source/Recap: Funding for this construction contract change order comes from the Capital Improvement Project - Gigling Transmission from D Booster to GJM Blvd. – CIP #OW-0201 and Marina Water Capital Replacement Reserves.

To fund the proposed budget increase, staff recommends the budget adjustments below:

| CIP Budget Amendment   | Original Budget | Budget Adjustment | Amended Budget |
|--|-----------------|-------------------|----------------|
| From: OW-0201 Gigling Transmission from D Booster to GJM Blvd. | \$99,000        | -\$58,072         | \$40,928       |
| From: Marina Capital Replacement Reserves                      | NA              | -\$27,328         | NA             |
| To: GW-0311 Recondition Intermediate Reservoir                 | \$190,000       | +\$85,400         | \$275,400      |

Staff recommends adjusting the FY 2021-2022 CIP Budget to transfer funds from OW-0201 to GW-0311 for the Ord Water portion of the GW-0311 budget increase. Marina Water's share of the increase will be funded from Marina Water Capital Replacement Reserves which will increase the FY 2021-2022 CIP Budget by \$27,328 as detailed above.

Material Included for Information/Consideration: Resolution No. 2021-56; and, Change Order #1 for CIP #GW-0311 signed by the contractor and MCWD's construction manager.

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

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Board Action

Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_ No Action Taken \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

November 15, 2021

Resolution No. 2021-56  
Resolution of the Board of Directors  
Marina Coast Water District  
Authorizing Change Order #1 with  
Process Measurement Group (dba Toledo Industrial Coatings) for the  
Intermediate Reservoir Recoating Project - CIP #GW-0311

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on November 15, 2021, via a videoconference pursuant to Governor Newsom’s Executive Order N-29-20, as follows:

WHEREAS, MCWD owns and operates the Intermediate Reservoir, which requires spot steel repairs and interior coating replacement due to significant delamination; and,

WHEREAS, MCWD staff generated CIP #GW-0311 to conduct the work on the Intermediate Tank, formally advertising the project for construction bids, and conducting a public Zoom meeting bid opening for the Intermediate Reservoir Recoating Project - CIP #GW-0311; and,

WHEREAS, the lowest responsible bid was from Process Measurement Group (dba Toledo Industrial Coatings) in the amount of \$159,500; and,

WHEREAS, MCWD’s Board of Directors adopted Resolution No. 2021-28 on May 17, 2021, authorizing the construction contract to conduct the work of CIP #GW-0311 and providing additional project resources in the amount of \$15,950 for a total construction authorization amount of \$175,450; and,

WHEREAS, during the preparation for the construction effort, the steel beams and center plate supporting the roof of the Intermediate Tank were revealed to be badly corroded; and,

WHEREAS, after evaluating the alternatives for correcting the deficiency, MCWD staff, construction managers, and contractor have agreed that the best course of action is to replace the steel roof beams and center plate; and,

WHEREAS, MCWD and the contractor have negotiated a change order #1 to the CIP #GW-0311 contract in the amount of \$70,000 to replace the steel roof beams and center plate which would make the new construction contract value \$229,500; and,

WHEREAS, staff recommends authorizing additional contingency for the project in the amount of \$45,900 in the event other structural deficiencies are discovered that require repair; and

WHEREAS, the increase to the project resources of \$85,400 herein would make the total Board-authorized project resources for CIP #GW-0311 \$275,400.

NOW, THEREFORE, BE IT RESOLVED, The Board of Directors of the Marina Coast Water District hereby finds and approves the following to be in the best interest of MCWD:

1. Award Change Order #1 to Process Measurement Group (dba Toldeo Industrial Coatings) for the Intermediate Reservoir Recoating Project - CIP #GW-0311 in the not-to-exceed amount of \$70,000; and,
2. Authorize construction contingency in the amount of \$45,900, for a total increase of \$85,400; and,
3. Adjust and amend the FY 2020-2021 Capital Improvement Budget and transfer from Marina Water Reserves as follows:

| CIP Budget Amendment   | Original Budget | Budget Adjustment | Amended Budget |
|--|-----------------|-------------------|----------------|
| From: OW-0201 Gigling Transmission from D Booster to GJM Blvd. | \$99,000        | -\$58,072         | \$40,928       |
| From: Marina Capital Reserves                                  | NA              | -\$27,328         | NA             |
| To: GW-0311 Recondition Intermediate Reservoir                 | \$190,000       | +\$85,400         | \$275,400      |

; and,

4. Authorize the General Manager to execute Construction Contract Change Order #1 for CIP #GW-0311 and to take all actions and execute all documents as may be necessary or appropriate to give effect to this resolution.

PASSED AND ADOPTED on November 15, 2021, 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 \_\_\_\_\_

\_\_\_\_\_  
Jan Shriner, President

ATTEST:

\_\_\_\_\_  
Remleh Scherzinger, 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. 2021-56 adopted on November 15, 2021.

\_\_\_\_\_  
Remleh Scherzinger, Secretary

Date of Issuance: November 9, 2021  
 Owner: Marina Coast Water District  
 Contractor: Toledo Industrial Coatings, Inc.  
 Engineer: Schaff & Wheeler  
 Project: Intermediate Reservoir Coating Project

Effective Date:  
 Owner's Contract No.: GW-0311  
 Contractor's Project No.: 21517  
 Engineer's Project No.: n/a  
 Contract Name:

The Contract is modified as follows upon execution of this Change Order:

Description: Remove, replace Reservoir roof rafters and connections. Change Order price includes all labor, equipment, materials, and consumables for the procurement, installation and coatings, additional submittals, overhead, bonds, insurance, profit, crafts lodging and per diem, and any and all other costs necessary to procure, fabricate and install the new rafters and remove and properly dispose of existing rafters. Further, Article 00 52 00 4.02 B. is revised to 35 days.

| CHANGE IN CONTRACT PRICE   | CHANGE IN CONTRACT TIMES<br><i>[note changes in Milestones if applicable]</i>  |
|--|--|
| Original Contract Price:<br><br>\$ <u>159,500.00</u>   | Original Contract Times:<br>Substantial Completion: 120 days after Notice to Proceed.<br>Ready for Final Payment: 150 days after Notice to Proceed.                            |
| [Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___:<br><br>\$ <u>0.00</u> | [Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___:<br>Substantial Completion: None<br>Ready for Final Payment: None                              |
| Contract Price prior to this Change Order:<br><br>\$ <u>159,500.00</u>                                 | Contract Times prior to this Change Order:<br>Substantial Completion: 120 days after Notice to Proceed.<br>Ready for Final Payment: 150 days after Notice to Proceed.          |
| Increase [Decrease] of this Change Order:<br><br>\$ <u>70,000.00</u>                                   | [Increase] [Decrease] of this Change Order:<br>Substantial Completion: None<br>Ready for Final Payment: None   |
| Contract Price incorporating this Change Order:<br><br>\$ <u>229,500.00</u>                            | Contract Times with all approved Change Orders:<br>Substantial Completion: 120 days after Notice to Proceed.<br><br>Ready for Final Payment: 150 days after Notice to Proceed. |

RECOMMENDED:

ACCEPTED:

ACCEPTED:

By: 

By: \_\_\_\_\_  
Marina Coast Water District

By: 

Title: Construction Manager

Title: General Manager

Title: Contractor President

Date: 09-Nov-21

Date: \_\_\_\_\_

Date: 11/9/21

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_  
Title: \_\_\_\_\_

Date: \_\_\_\_\_

Marina Coast Water District  
Agenda Transmittal

Agenda Item: 10-C

Meeting Date: November 15, 2021

Prepared By: Jigar Shah

Approved By: Remleh Scherzinger

Agenda Title: Adopt Resolution No. 2021-57 Approving the Application for the U.S. Bureau of Reclamation WaterSMART Grant Program

Staff Recommendation: The Board of Directors adopt Resolution No. 2021-57 to:

1. Authorized the General Manager to submit an application to the U.S Bureau of Reclamation WaterSMART grant program and execute the necessary documents; and,
2. Authorize a budget adjustment for the funding match of \$305,520 from Central Marina Water reserve funds.

Background: *Strategic Mission Statement – 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.*

Discussion/Analysis: It came to the District’s attention in October 2021, that the District had an opportunity to apply for grant funds through the U.S Bureau of Reclamation (USBR) WaterSMART Grant Program using funds authorized by the Water and Energy Efficiency Grants for the Fiscal Year 2022 (WEEG). The Grant authorizes \$250,000 to be made available for competitive grants for projects that develop and implement water meter replacement projects to reduce water leaks within the district jurisdiction. The 50% cost-shared funding grant for projects that develop and implement water meter replacement projects will provide a maximum grant amount of \$250,000 per fiscal year. Any grant award would therefore require the District to match the \$250,000 for whatever project is proposed.

The application submission deadline was November 3, 2021. To take advantage of this funding opportunity, staff did a brief analysis of Central Marina and Ord Community cost centers to determine, 1) Which area had the most leak indicators in their monthly reads; and 2) Which cost center had sufficient reserves to fund the District’s matching portion. It was determined that Central Marina could both fund the matching portion of the grant and had several areas with leak indicators in the monthly reads.

The preliminary application was therefore prepared and submitted to USBR to undertake a project to install Advanced Metering Infrastructure (AMI) technology and AMI compatible meters for a portion of its water customers in the Central Marina service area. The District already has Automated Meter Reading (AMR) meters for all customers, which require walk-by or drive-by with a data receiver on a monthly basis. This means there is a full month between each reading making it difficult to detect leaks or utility theft, which creates the potential for long-lasting leaks with large water losses.

Staff, therefore, requests the Board to approve the District's application for this grant program and authorize the General Manager to execute a grant agreement up to the maximum grant amount including the District's matching funds upon award from USBR.

Environmental Review Compliance: This project is categorically exempt.

Financial Impact:   X   Yes        No Funding Source/Recap: Matching funds from eligible existing Central Marina Capital Reserve Fund. The proposed budget for this project is \$555,520 which would require a funding match of \$305,520 from Central Marina Water reserve funds if the grant was awarded and the Board approves. This leaves \$987,383 in the Central Marina Water Reserve Fund.

Material Included for Information/Consideration: Resolution No. 2021-57.

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

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Board Action

Motion By \_\_\_\_\_ Seconded By \_\_\_\_\_ No Action Taken \_\_\_\_\_

Ayes \_\_\_\_\_ Abstained \_\_\_\_\_

Noes \_\_\_\_\_ Absent \_\_\_\_\_

November 15, 2021

Resolution No. 2021-57  
Resolution of the Board of Directors  
Marina Coast Water District

Approving the Application for the U.S. Bureau of Reclamation WaterSMART Grant Program

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on November 15, 2021, via videoconference pursuant to Gov. Newsom’s Executive Order N-29-20, as follows:

WHEREAS, on March 2021, Water and Energy Efficiency Grants provide support for priorities identified in Presidential Executive Order (E.O.) 14008: Tackling the Climate Crisis at Home and Abroad (E.O. 14008) and aligned with other priorities, such as those identified in Presidential Executive Order 13985: Advancing Racial Equity and Support for Underserved Communities Through the Federal Government (E.O. 13985). Water and Energy Efficiency Grants also support the goals of the Interagency Drought Relief Working Group established in March 2021 and the National Drought Resiliency Partnership; and,

WHEREAS, MCWD shall develop and implement WEEG for Automated Meter Reading (AMR) to Advanced Metering Infrastructure (AMI) Water Meter Conversion Project (Project); and,

WHEREAS, the District manages the awarded grant from USBR and manages the project after being awarded, as early as January 31, 2022; and,

WHEREAS, the District will target a portion of the Central Marina service area for this project and fund the District’s matching funds of \$305,520 from the Central Marina Water Capital Replacement Reserves; and,

WHEREAS, the District will undertake a competitive procurement process to select the most cost-effective infrastructure elements and meters along with an integration expert in which to consult on the project.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Marina Coast Water District:

1. That the Board hereby approves the application for the USBR WaterSMART Grant Program maximum grant amount of \$250,000 to obtain a grant under the 2021 WEEG Grant Program and to enter into an agreement to receive a grant for the AMR to AMI Conversion Project; and,
2. That the General Manager is hereby designated as the MCWD’s authorized representative and authorized and directed to prepare the necessary data, conduct investigations, file such application, and, if a grant is awarded and if the General Manager finds that it is in the best interests of the District to do so, execute in the name of MCWD all necessary grant documents, including, but not limited to, agreements, amendments, payment requests and so on, which may be necessary for the grant and funding of the WEEG, provided that the District can satisfy the grant terms, conditions, and requirements, and comply with all applicable state and federal laws and regulations; and,

3. Authorize a budget adjustment for the funding match of \$305,520 from Central Marina Water reserve funds; and,
4. That the General Manager is authorized and directed, if the grant is awarded, to administer the grant on behalf of the MCWD and to apply the monies received to the appropriate Marina Coast Water District Fund.

PASSED AND ADOPTED on November 15, 2021, 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 \_\_\_\_\_

\_\_\_\_\_  
Jan Shriner, President

ATTEST:

\_\_\_\_\_  
Remleh Scherzinger, 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. 2021-57 adopted November 15, 2021.

\_\_\_\_\_  
Remleh Scherzinger, Secretary

# **Staff Report**

Marina Coast Water District  
Staff Report

Agenda Item: 11-A

Meeting Date: November 15, 2021

Prepared By: Kelly Cadiente

Approved By: Remleh Scherzinger

Agenda Title: Fiscal Impact of COVID-19 Report

Summary: The Board of Directors requested monthly reports on the impact to the District's finances due to COVID-19.

This report includes the following:

- Budget to actual water revenues for FY 2021-2022 through October 30, 2021
- Customer accounts aging information as of November 09, 2021
- Monthly customer payments comparison for months October 2020 through October 2021
- Graphs of delinquent accounts as of October 30, 2021

FY 2021-2022 actual water revenue to date for Central Marina is below budgeted revenue by \$52,411 and Ord Community is above budgeted revenue by \$394,262.

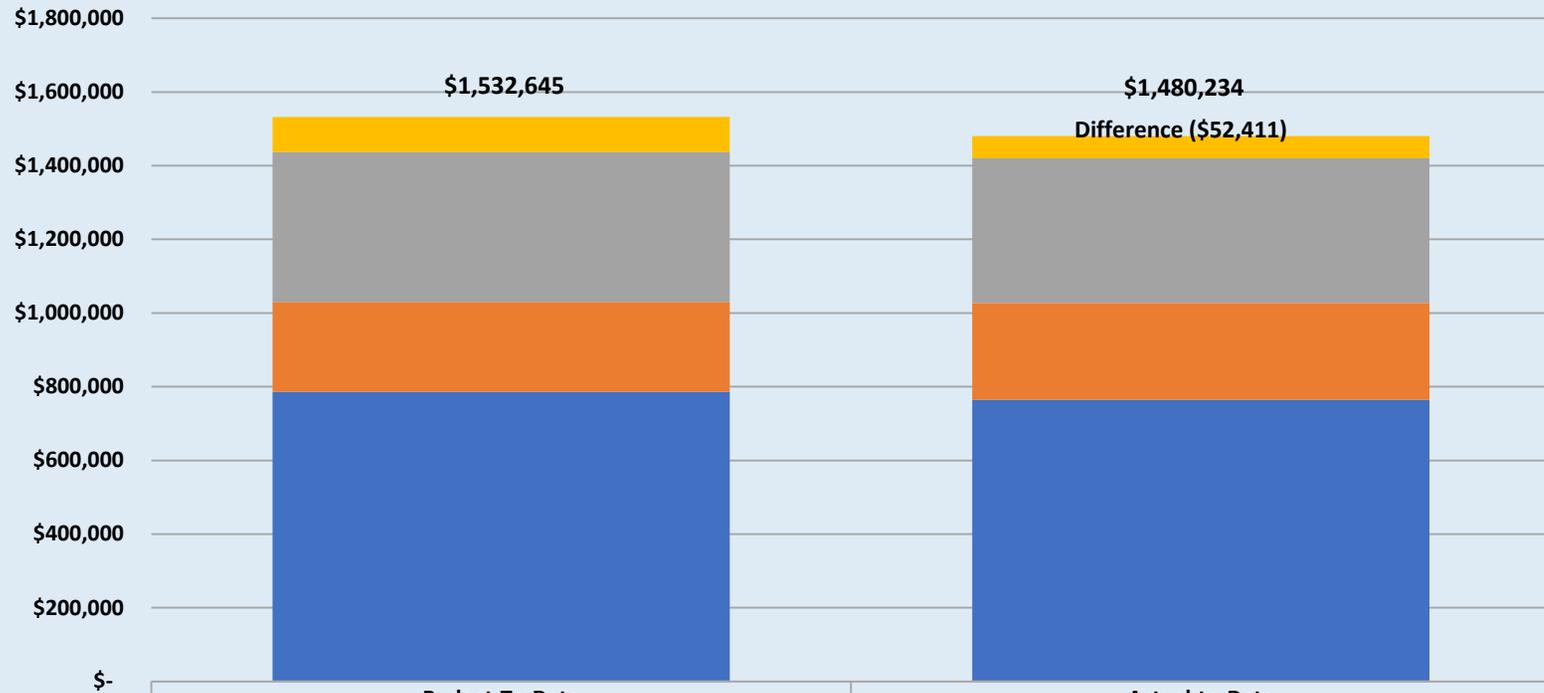
Accounts Receivable balances for both Central Marina and the Ord Community have increased during the pandemic by \$94,768.58 (209%) and \$421,317.09 (48%), respectively. If Bay View Mobile Home Park's main master meter account is not considered, Ord Community Accounts Receivable balance has increased \$294,699.07 (434%). Unfortunately, the balances tend to fluctuate from month to month due to billing dates and the number of days in the month.

To assist customers with outstanding balances, on May 5, 2021, staff mailed out 445 letters and flyers to customers that had outstanding balances that were 90 days or more past due. The intent was to provide any assistance programs that could offer relief to our customers which may free up their resources to enable them to pay their outstanding water bills. As stated previously, the outstanding balances tend to fluctuate from month to month, however, the staff is hopeful that customers who received the letter will be able to access assistance and that the District will see a reduction in outstanding balances in the coming months.

Governor Newsom's 2021-22 May revise to the state budget includes \$1 billion in American Rescue Plan Act funds be used to provide direct payments to water systems to address customer arrearages and revenue gaps related to the pandemic. The State Water Resources Control Board (SWRCB) required all water districts to participate in a survey to be considered for funding. Customer arrearages that qualify for funding are accrued residential and commercial drinking water arrearages from March 4, 2020, through June 15, 2021. Arrearages due to irrigation water usage, wastewater charges, and penalties do not qualify for assistance. Staff submitted MCWD's survey on September 7, 2021. The survey information was compiled by the SWRCB and determined 100% of the number of arrearages reported will qualify for assistance. The application window opened on October 4, 2021, and will be open for 60 days. As stated in Agenda Item 10-A, staff has completed the application and will submit the District's application to SWRCB on November 16, 2021.

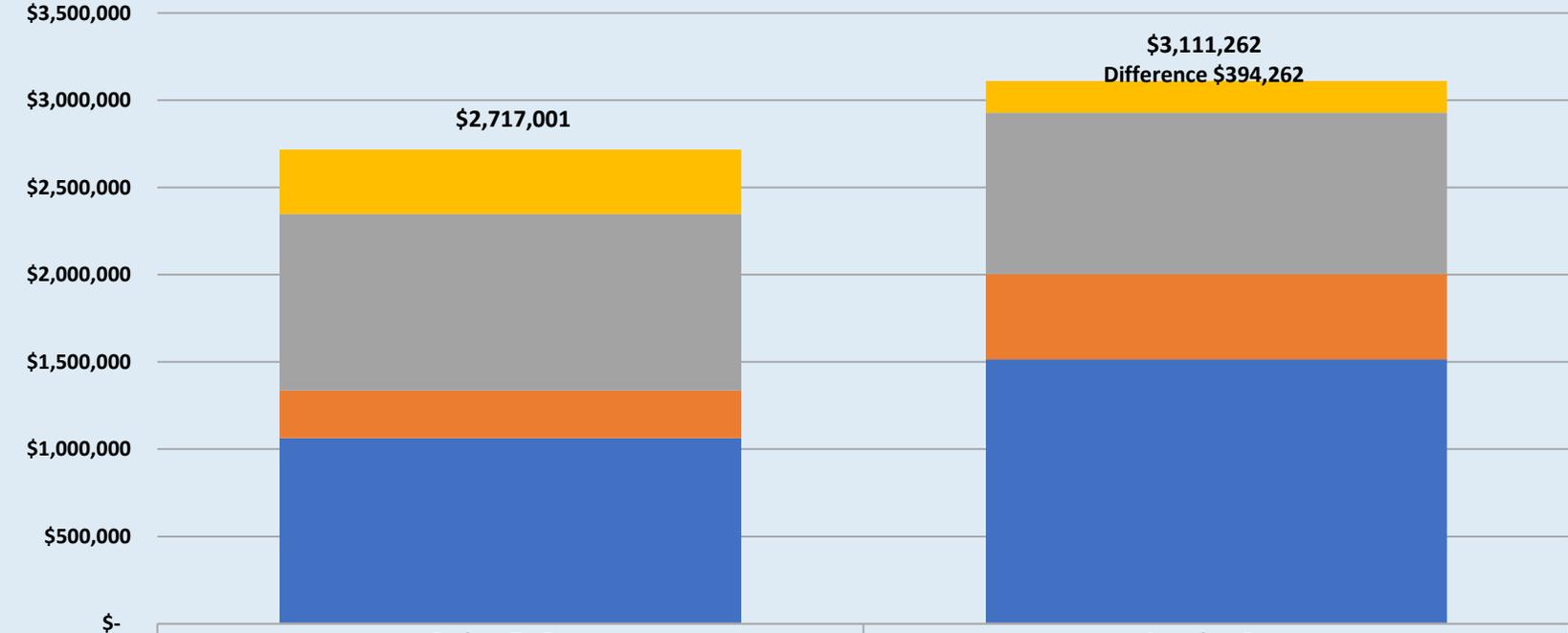
This report also includes a graph of the number of delinquent accounts for Central Marina and the Ord Community. Of the delinquent accounts, a small number from Central Marina and the Ord Community have a history before the pandemic of being delinquent and had previously been issued door tags. The Governor's water shut-off moratorium has been extended through December 31, 2021. It is anticipated that these delinquencies will be resolved through the District's normal collection processes once the moratorium is lifted.

## FY 2021-2022 Central Marina Water Revenue as of October 31, 2021



|  | Budget-To-Date     | Actual-to-Date     |
|--|--------------------|--------------------|
| <span style="color: yellow;">■</span> Government | \$95,699           | \$60,456           |
| <span style="color: grey;">■</span> Multiples    | \$407,207          | \$392,658          |
| <span style="color: orange;">■</span> Business   | \$243,559          | \$262,042          |
| <span style="color: blue;">■</span> Residential  | \$786,180          | \$765,078          |
| <b>Totals</b>                                    | <b>\$1,532,645</b> | <b>\$1,480,234</b> |

## FY 2021-2022 Ord Community Water Revenue as October 31, 2021



|               | Budget-To-Date     | Actual-to-Date     |
|---------------|--------------------|--------------------|
| ■ Government  | \$369,481          | \$183,576          |
| ■ Multiples   | \$1,011,996        | \$924,111          |
| ■ Business    | \$271,720          | \$489,351          |
| ■ Residential | \$1,063,804        | \$1,514,225        |
| <b>Totals</b> | <b>\$2,717,001</b> | <b>\$3,111,262</b> |

**MARINA COAST WATER DISTRICT  
CUSTOMER ACCOUNTS AGING REPORT  
March 9, 2020 -November 9, 2021**

**Central Marina**

| <b>Aging Date</b> | <b>Balance 30 to 60 Days</b> | <b>Balance 60 to 90 Days</b> | <b>Balance 90 to 120 Days</b> | <b>Balance over 120 Days</b> | <b>Totals</b> |      |
|-------------------|------------------------------|------------------------------|-------------------------------|------------------------------|---------------|------|
| 3/9/2020          | \$ 35,543.27                 | \$ 3,875.86                  | \$ 4,293.09                   | \$ 1,611.13                  | \$ 45,323.35  |      |
| 11/9/2021         | \$ 40,254.95                 | \$ 20,830.47                 | \$ 14,517.84                  | \$ 64,488.67                 | \$ 140,091.93 |      |
| Change            | \$ 4,711.68                  | \$ 16,954.61                 | \$ 10,224.75                  | \$ 62,877.54                 | \$ 94,768.58  | 209% |

**Ord Community**

| <b>Aging Date</b> | <b>Balance 30 to 60 Days</b> | <b>Balance 60 to 90 Days</b> | <b>Balance 90 to 120 Days</b> | <b>Balance over 120 Days</b> | <b>Totals</b>   |     |
|-------------------|------------------------------|------------------------------|-------------------------------|------------------------------|-----------------|-----|
| 3/9/2020          | \$ 78,063.43                 | \$ 38,972.14                 | \$ 27,577.38                  | \$ 736,205.62                | \$ 880,818.57   |     |
| 11/9/2021         | \$ 120,821.49                | \$ 58,878.68                 | \$ 37,797.96                  | \$ 1,084,637.53              | \$ 1,302,135.66 |     |
| Change            | \$ 42,758.06                 | \$ 19,906.54                 | \$ 10,220.58                  | \$ 348,431.91                | \$ 421,317.09   | 48% |
| %                 | 55%                          | 51%                          | 37%                           | 47%                          | 48%             |     |

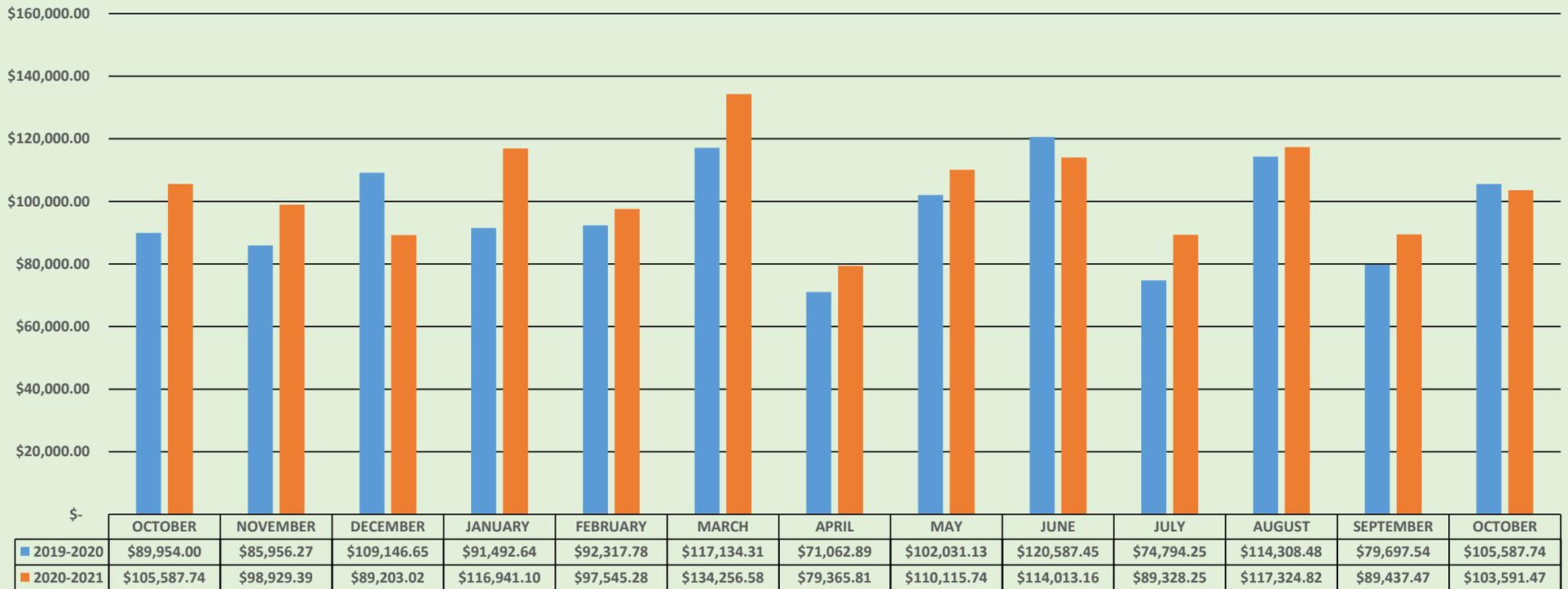
**Ord Community (Excluding Bay View Mobile Home Park Main Master Meter Account)**

| <b>Aging Date</b> | <b>Balance 30 to 60 Days</b> | <b>Balance 60 to 90 Days</b> | <b>Balance 90 to 120 Days</b> | <b>Balance over 120 Days</b> | <b>Totals</b> |      |
|-------------------|------------------------------|------------------------------|-------------------------------|------------------------------|---------------|------|
| 3/9/2020          | \$ 59,169.69                 | \$ 6,816.86                  | \$ 446.06                     | \$ 1,532.29                  | \$ 67,964.90  |      |
| 11/9/2021         | \$ 116,662.16                | \$ 50,155.96                 | \$ 33,376.26                  | \$ 162,469.59                | \$ 362,663.97 |      |
| Change            | \$ 57,492.47                 | \$ 43,339.10                 | \$ 32,930.20                  | \$ 160,937.30                | \$ 294,699.07 | 434% |

### Central Marina Monthly Water Customer Payments October 2020 - October 2021



**Central Marina Monthly Sewer Customer Payments  
October 2020 - October 2021**



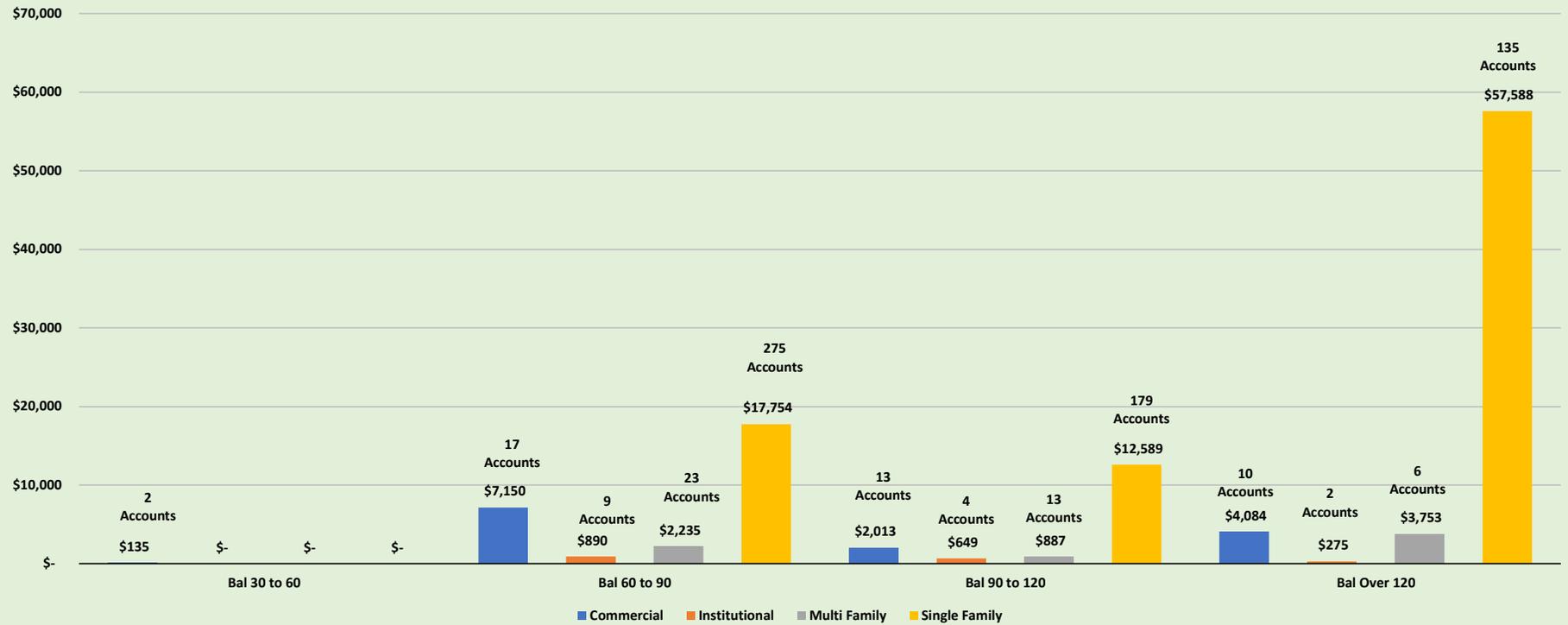
### Ord Community Monthly Water Customer Payments October 2020 - October 2021



### Ord Community Monthly Sewer Customer Payments October 2020 - October 2021



### Central Marina Unpaid Balances By ST Category As of October 31, 2021



### Ord Community Unpaid Balances By ST Category (Exc. Bay View) As of October 31, 2021

