

REVISED March 17, 2022, 12:00 PM



# 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

HERBERT CORTEZ  
Vice President

THOMAS P. MOORE  
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, March 21, 2022, 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 March 21, 2022 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, March 21, 2022; 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/86855043537?pwd=Q2w3VWQ2ck5RQ3pPZDE1ZUNCSlhSQT09>

Passcode: 325608

To participate via phone: 1-669-900-9128; Meeting ID: 868 5504 3537 Passcode: 325608

***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, March 16, 2022. 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. Conference with Legal Counsel – Anticipated Litigation  
Initiation of litigation pursuant to Government Code section 54956.9(d)(4).  
One Potential Case

#### **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. Consent Calendar**

- A. Receive and File the Check Register for the Month of February 2022  
(Page 2)
- B. Approve the Draft Minutes of the Regular Joint Board/GSA Meeting of February 22, 2022  
(Page 9)
- C. Approve the Draft Minutes of the Special Joint Board/GSA Meeting of March 7, 2022  
(Page 16)
- D. Adopt Resolution No. 2022-08 to Adopt the Updated 2022 District Maintenance Management Plan  
(Page 19)
- E. Adopt Resolution No. 2022-09 Approving Documents and Actions Relating to the Second Amendment to the Loan Agreement with PNC Bank “formerly BBVA Mortgage Corporation” for the Interim Financing of the Regional Urban Water Augmentation Project Recycled Water Pipeline and Distribution System  
(Page 56)
- F. Receive an Update on the Fiscal Impacts to the District due to Covid-19  
(Page 73)
- G. Adopt Resolution No. 2022-10 to Proclaim a Local Emergency, and Authorize Remote Teleconference Meetings of All District Legislative Bodies for the Following 30 Days  
(Page 84)

**9. 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. 2022-11 to Approve a Professional Services Agreement with Rauch Communication Consultants, Inc. to Provide Public Relations and Community Outreach Services to the District  
(Page 88)
- B. Consider Providing Direction to the Board President Regarding Voting for Election of One Special District Regular Member to the Local Agency Formation Commission  
(Page 138)

**10. 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. Executive Committee
  - 2. Community Outreach Committee
  - 3. Budget and Personnel Committee
  - 4. M1W Board Member Liaison

**11. Board Member Requests for Future Agenda Items**

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

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

*Special Meeting: Tuesday, March 29, 2022, 7:00 p.m.*

*Special Workshop: Monday, April 11, 2022, 6:30 p.m.*

*Regular Meeting: Monday, April 18, 2022, 6:30 p.m.*

**Marina Coast Water District  
Agenda Transmittal**

**Agenda Item:** 8

**Meeting Date:** March 21, 2022

**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 potable and recycled water, wastewater collection and conservation services that are safe, affordable, reliable and sustainable, 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 February 2022
- B) Approve the Draft Minutes of the Regular Joint Board/GSA Meeting of February 22, 2022
- C) Approve the Draft Minutes of the Special Joint Board/GSA Meeting of March 7, 2022
- D) Adopt Resolution No. 2022-08 to Adopt the Updated 2022 District Maintenance Management Plan
- E) Adopt Resolution No. 2022-09 Approving Documents and Actions Relating to the Second Amendment to the Loan Agreement with PNC Bank “formerly BBVA Mortgage Corporation” for the Interim Financing of the Regional Urban Water Augmentation Project Recycled Water Pipeline and Distribution System
- F) Receive an Update on the Fiscal Impacts to the District due to Covid-19
- G) Adopt Resolution No. 2022-10 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 February 2022; draft minutes of February 22, 2022; draft minutes of March 7, 2021; Resolution No. 2022-08; the 2022 District Maintenance Management Plan; Resolution No. 2022-09; First and Second Amendments to the Loan Agreement; Covid Fiscal Impact Graphs; and, Resolution No. 2022-10.

**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 \_\_\_\_\_

**Marina Coast Water District  
Agenda Transmittal**

**Agenda Item:** 8-A

**Meeting Date:** March 21, 2022

**Prepared By:** Kelly Cadiente

**Approved By:** Remleh Scherzinger

**Agenda Title:** Receive and File the Check Register for the Month of February 2022

**Staff Recommendation:** The Board of Directors receive and file the February 2022 expenditures totaling \$2,888,530.62.

**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 January 2022 and the Board is requested to receive and file the check register. The February check register total was larger than normal due to capital project contractor and construction management payments that totaled \$1,435,379.02 for the following projects:

- Construction Management - \$191,292.28
- RUWAP Distribution System – \$290,167.99
- A1/A2 Tanks and B/C Booster project – \$953,918.75

**Environmental Review Compliance:** None required.

**Financial Impact:** \_\_\_\_Yes      X  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:** February 2022 Summary Check Register.

**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 \_\_\_\_\_

## February 2022 SUMMARY CHECK REGISTER

DATE	CHECK #	CHECK DESCRIPTION	AMOUNT
02/07/2022	71693 - 71720	Check Register	323,804.05
02/15/2022	71721 - 71758	Check Register	644,723.22
02/24/2022	71759 - 71775	Check Register	46,803.36
02/28/2022	71776 - 71813	Check Register	1,372,810.24
02/01/2022	501317 - 501320	Check Register	2,565.51
02/04/2022	ACH	CalPERS	26,284.08
02/04/2022	ACH	Internal Revenue Service	45,954.56
02/04/2022	ACH	MassMutual Retirement Services, LLC	15,413.75
02/04/2022	ACH	State of California - EDD	10,840.60
02/04/2022	ACH	WageWorks, Inc.	780.45
02/04/2022	501321 - 501322	Payroll Checks and Direct Deposit	109,444.66
02/04/2022	501323	Check Register	599.00
02/17/2022	ACH	CalPERS	200.00
02/18/2022	ACH	CalPERS	25,566.69
02/18/2022	ACH	Internal Revenue Service	46,896.00
02/18/2022	ACH	MassMutual Retirement Services, LLC	14,141.49
02/18/2022	ACH	State of California - EDD	10,515.69
02/18/2022	ACH	WageWorks, Inc.	780.45
02/18/2022	501324 - 501325	Payroll Checks and Direct Deposit	110,874.35
02/25/2022	ACH	Internal Revenue Service	107.12
02/25/2022	501326	Board Compensation Checks and Direct Deposit	646.44
02/25/2022	501327 - 501332	Check Register	78,778.91
<b>TOTAL DISBURSEMENTS</b>			<b><u>2,888,530.62</u></b>

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
71693	01/19/2022	02/07/2022	City of Marina	Franchise Tax Fee 10/2021 - 12/2021	42,695.18
71694	12/31/2021	02/07/2022	Denise Duffy & Associates, Inc.	Water Distribution Laterals Construction Compliance - CSUMB, RUWAP	15,411.45
71695	01/31/2022	02/07/2022	Petty Cash	Replenishment of Funds	34.03
71696	01/10/2022	02/07/2022	SWRCB - DWOCP	Grade II Water Treatment Certification Renewal	60.00
71697	12/29/2021	02/07/2022	SWRCB - DWOCP	Grade II Water Treatment Certification Renewal	60.00
71698	01/12/2022	02/07/2022	Harris & Associates	City of Marina Slurry Project; Developers (Dunes 2 East, Enclave at Cypress Grove, Lower Stilwell, Wathen-Castanos Homes)	22,303.10
71699	01/24/2022	02/07/2022	Orkin Franchise 925	BLM/ IOP Pest Control 01/2022	191.00
71700	12/31/2021	02/07/2022	Collins Electrical Company, Inc.	Troubleshoot Hallway Lighting, Replace Power Pack - IOP Office	489.90
71701	12/31/2021	02/07/2022	The Paul Davis Partnership, LLP	Conceptual Design Phase - IOP	9,772.80
71702	01/07/2022	02/07/2022	AM Conservation Group, Inc.	(3,000) Toilet Leak Tablets, (120) Showerheads	2,307.73
71703	01/28/2022	02/07/2022	Daiohs USA	Coffee Supplies	179.73
71704	01/28/2022	02/07/2022	Employee Reimbursement	Grade II Collection System Exam Fee	195.00
71705	01/13/2022	02/07/2022	Green Rubber-Kennedy AG, LP	(18) PVC Ball Valves - Wells 10, 11, Intermediate Reservoir; Various Fittings/ Clamps, EPDM Water Suction - Sewer Bypass Pump; General Supplies	9,387.45
71706	01/10/2022	02/07/2022	Safeguard Business Systems, Inc.	W2, 1099 Forms/ Envelopes	141.24
71707	01/14/2022	02/07/2022	Marina Tire & Auto Repair	Tire Repair - Vehicles #1001, 1101	60.00
71708	01/14/2022	02/07/2022	Richards, Watson & Gershon	Legal Services 12/2021	21,376.49
71709	01/18/2022	02/07/2022	Raftelis Financial Consultants, Inc.	Recycled Water Rate Study 12/2021	862.50
71710	01/25/2022	02/07/2022	U.S. Bank National Association	IOP Office Copier Lease 01/20 - 02/19	287.34
71711	01/19/2022	02/07/2022	Remy Moose Manley, LLP	Legal Services 12/2021	39,907.50
71712	02/01/2022	02/07/2022	Monterey Bay Technologies, Inc.	IT Support Services 02/2022	3,451.00
71713	01/17/2022	02/07/2022	ICONIX Waterworks (US), Inc.	Butterfly Valve, DI Spool, Supplies - Marina Booster; Ball Corp Stop, Supplies - UCMBEST Leak; Various Sized DR 14 PVC Pipes; General Supplies	11,605.21
71714	01/21/2022	02/07/2022	Aleshire & Wynder, LLP	Legal Services 12/2021	54,772.23
71715	01/28/2022	02/07/2022	AT&T	Phone and Alarm Line Services 01/2022	214.26
71716	01/01/2022	02/07/2022	California Landscape Contractors Association	2022 Membership Dues	120.00
71717	12/22/2021	02/07/2022	Psomas	Construction Management/ Inspections - Ord Village LS FM Improvements, Gigling LS FM, A1/A2 Tanks B/C Booster	86,821.39
71718	01/18/2022	02/07/2022	Conservation Rebate Program	5100 Coe Ave #146 - Washer Rebate	150.00
71719	01/18/2022	02/07/2022	Conservation Rebate Program	5145 Ocean Bluff Ct - (3) Toilet Rebates	225.00
71720	01/14/2022	02/07/2022	Salinas Armature & Motor Works	(2) Shaft Coupling Hubs, Tire, (2) Quick Disconnect Bushings - Marina Booster	722.52
71721	01/31/2022	02/15/2022	Ace Hardware of Watsonville, Inc.	General Supplies	1,376.29

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
71722	12/14/2021	02/15/2022	City of Marina	Flower Circle Pipeline Replacement	47,711.23
71723	01/31/2022	02/15/2022	Insight Planners	Web Development/ Maintenance and Hosting 01/2022	1,809.00
71724	01/25/2022	02/15/2022	Grainger	General Supplies	254.68
71725	12/27/2021	02/15/2022	Monterey Peninsula Engineering	RUWAP Distribution System - Construction Pmt #17A	290,167.99
71726	02/08/2022	02/15/2022	MBS Business Systems	Copier Maintenance (3 Units) 11/06 - 05/11	1,318.90
71727	01/31/2022	02/15/2022	Peninsula Welding & Medical Supply, Inc.	Gas Cylinder Tank Rental Fee - Welding Supplies	12.90
71728	02/08/2022	02/15/2022	Monterey Bay Analytical Services	Laboratory Testing	1,444.00
71729	01/31/2022	02/15/2022	Monterey One Water	Sewer Treatment Charge 01/2022 - 02/2022	282.10
71730	01/12/2022	02/15/2022	Harris & Associates	Inspection Services - Crescent Ave Connector, RUWAP Distribution System	25,213.28
71731	01/27/2022	02/15/2022	Core & Main LP	(2) Ball Corp Stops - Meter Testing; (40) Dechlorination Tablets	1,058.29
71732	01/28/2022	02/15/2022	O'Reilly Automotive Stores, Inc.	Auto/ General Supplies	163.79
71733	01/11/2022	02/15/2022	Univar Solutions USA, Inc.	(500) gals Chlorine - Intermediate Reservoir	1,239.05
71734	01/31/2022	02/15/2022	ECAM Secure	Monthly Security Fees - Ord Wastewater Treatment Facility	1,218.50
71735	01/19/2022	02/15/2022	Griswold Industries	Parts, Labor - Pressure Reducing Valve Rebuild Project	95,677.66
71736	01/19/2022	02/15/2022	Green Rubber-Kennedy AG, LP	General Supplies	478.34
71737	01/31/2022	02/15/2022	Graniterock Company	(3.74) tons Pea Gravel	216.56
71738	01/19/2022	02/15/2022	Marina Tire & Auto Repair	Oil Change - Vehicle #1803	81.84
71739	01/28/2022	02/15/2022	ICONIX Waterworks (US), Inc.	Butterfly Valve, (2) Ball Corp Stops, Meter Adapter, 100' SDR 9 Pipe - CSUMB Water Line Repair; (4) Gate Valves - Hydrant Meters; 8" Mega Flange Kit, Saddle, (2) DI Spools - Commissary; General Supplies	5,693.73
71740	01/06/2022	02/15/2022	Griffith, Masuda & Hobbs	Legal Services 12/2021	15,100.00
71741	01/24/2022	02/15/2022	WageWorks, Inc.	FSA Admin Fees 12/2021 - 01/2022	206.00
71742	01/31/2022	02/15/2022	Access Monterey Peninsula, Inc.	Filming and Production 01/2022	460.00
71743	01/17/2022	02/15/2022	Western Exterminator Company	Pest Control - Beach Office 01/2022	106.75
71744	02/06/2022	02/15/2022	TIAA, FSB	Ord Office Copier, eCopy ScanStation Leases 02/2022	422.04
71745	01/31/2022	02/15/2022	Security Shoring & Steel Plates, Inc.	General Supplies	176.00
71746	02/01/2022	02/15/2022	Pure Janitorial, LLC	Janitorial Service - MCWD, BLM Offices 01/2022	5,000.00
71747	01/30/2022	02/15/2022	Johnson Electronics	BLM Fire Alarm Monitoring 01/2022 - 03/2022	84.00
71748	01/19/2022	02/15/2022	Akel Engineering Group, Inc.	Seaside, Monterey, Del Rey Oaks - Infrastructure Service Study	7,612.50
71749	01/31/2022	02/15/2022	Cintas Corporation No. 630	Uniforms, Towels, Rugs 01/2022	1,076.48
71750	02/01/2022	02/15/2022	Psomas	Construction Management/ Inspections - Ord Village LS FM Improvements, Gigling LS FM, A1/A2 Tanks B/C Booster	104,470.89
71751	01/14/2022	02/15/2022	Krohne, Inc.	Magnetic Flowmeter, Flow Converter - Marina/ D Booster	9,251.91
71752	01/25/2022	02/15/2022	U.S. Bank National Association (Bond Payments)	2019 Bond Administration Fee 01/2022 - 12/2022	2,780.00
71753	01/24/2022	02/15/2022	Conservation Rebate Program	3166 Crescent Ave - Toilet Rebate	75.00
71754	01/24/2022	02/15/2022	Conservation Rebate Program	3017 Tyndall Way - Washer Rebate	150.00
71755	01/25/2022	02/15/2022	Conservation Rebate Program	832 Sherman Ct - Washer Rebate	150.00

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
71756	01/25/2022	02/15/2022	Conservation Rebate Program	455 Weldon Way - Washer Rebate	100.00
71757	02/10/2022	02/15/2022	City of Seaside	City Utility Tax 10/2021 - 12/2021	21,306.14
71758	02/01/2022	02/15/2022	Greenwaste Recovery, Inc.	Garbage Collection & Recycling Services 02/2022	777.38
71759	02/01/2022	02/24/2022	Maynard Group	AT&T Wireless Backup, eMVS Cloud, VoIP Services, NEC Phone Equipment Maintenance, General Services 02/2022	3,781.15
71760	01/31/2022	02/24/2022	DataProse, LLC	Customer Billing Statements 01/2022	5,427.44
71761	02/19/2022	02/24/2022	NEC Financial Services, Inc.	Phone Equipment Lease 02/2022	335.76
71762	01/28/2022	02/24/2022	American Supply Company	Janitorial Supplies	516.59
71763	01/28/2022	02/24/2022	Conservation Rebate Program	3005 Ellen Ct - Toilet Rebate	75.00
71764	01/31/2022	02/24/2022	BHI Management Consulting	Strategic Plan Drafting	5,200.00
71765	01/31/2022	02/24/2022	Edges Electrical Group, LLC	General Supplies	400.26
71766	02/11/2022	02/24/2022	U.S. Bank National Association	Beach Office Copier Lease 02/10 - 03/09	275.32
71767	01/31/2022	02/24/2022	Peninsula Messenger LLC	Courier Service 02/2022	175.00
71768	01/28/2022	02/24/2022	Alliance Resource Consulting LLC	Executive Recruitment - District Engineer	12,400.00
71769	01/31/2022	02/24/2022	Iron Mountain, Inc.	Shredding Service 01/2022	208.84
71770	02/01/2022	02/24/2022	Simpler Systems, Inc.	UB Datapp Maintenance 02/2022	500.00
71771	02/09/2022	02/24/2022	Applied Best Practices	Continuing Disclosure Annual Report, Annual Debt Transparency Report	3,226.50
71772	02/01/2022	02/24/2022	Verizon Connect NWF, Inc.	GPS Service - (2) Meter Reader Trucks 01/2022	38.00
71773	01/25/2022	02/24/2022	WEX Bank	Fleet Gasoline 01/2022	4,908.77
71774	02/04/2022	02/24/2022	David J. Meadows	Legal Services 12/2021 - 02/2022	6,698.37
71775	01/31/2022	02/24/2022	Local Government Commission	MCWD CAP Research/ Planning, Data Analysis/ GHG Inventory 01/2022	2,636.36
71776	02/08/2022	02/28/2022	Salinas Valley Ford	ECV Replacement - Vehicle #1102	3,134.12
71777	02/09/2022	02/28/2022	PG&E	Gas and Electric Service 01/2022	83,668.92
71778	12/31/2021	02/28/2022	Schaaf & Wheeler	Construction Meetings, Respond to RFI's, Review Submittals - Ord Village LS FM Improvements; Field Meeting, Redesign of Piping, Review Outage Plan - Gigling LS FM; Review Submittals, Respond to RFI's - Intermediate Reservoir Recoating; Construction Phase - A1/A2 Tanks B/C Booster; Developers (Campus Town, Dunes 2 East, Enclave at Cypress Grove, Quick Quack Car Wash)	62,954.42
71779	02/07/2022	02/28/2022	CWEA - Monterey Bay Section	(2) Membership Renewals, (2) Grade II Collection System Certification Renewals	576.00
71780	02/11/2022	02/28/2022	SWRCB - DWOCP	Grade II Water Treatment Certification Renewal	60.00
71781	02/04/2022	02/28/2022	Staples Credit Plan	Office Supplies	1,319.09
71782	01/07/2022	02/28/2022	Anderson Pacific Engineering Construction, Inc.	A1/A2 Tanks B/C Booster - Construction Pmts #2, 3	953,918.75
71783	02/04/2022	02/28/2022	Anderson Pacific Engineering Construction, Inc.	Intermediate Reservoir Valve Replacement - Construction Pmt #1	22,016.25

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
71784	02/07/2022	02/28/2022	Harris & Associates	Inspection Services - RUWAP Distribution System, Developers (Dunes 2 East, Enclave at Cypress Grove, Wathen-Castanos Homes)	56,874.85
71785	02/14/2022	02/28/2022	Orkin Franchise 925	BLM/ IOP Pest Control 02/2022	205.00
71786	01/31/2022	02/28/2022	The Paul Davis Partnership, LLP	Conceptual Design Phase - IOP	2,004.60
71787	12/30/2021	02/28/2022	Calcon Systems, Inc.	Integrate PSI Transducer - Wells 10, 11, 29, 30, 31; (6) Pressure Transmitters; 500' Cable Spool; PLC Programming; SCADA Programming/ Troubleshooting/ Updates	31,765.79
71788	02/10/2022	02/28/2022	Firestar Ltd.	General Supplies	129.32
71789	02/07/2022	02/28/2022	Bay Area Barricade Service, Inc.	General Supplies	61.43
71790	01/26/2022	02/28/2022	CLK Supplies, LLC	(18) Schlage Locks, (250) Schlage Key Blanks	688.45
71791	02/10/2022	02/28/2022	Green Rubber-Kennedy AG, LP	General Supplies	181.73
71792	02/11/2022	02/28/2022	Richards, Watson & Gershon	Legal Services 01/2022	47,291.66
71793	02/07/2022	02/28/2022	Remy Moose Manley, LLP	Legal Services 01/2022	45,401.00
71794	02/10/2022	02/28/2022	ICONIX Waterworks (US), Inc.	12x1 DI Spool, (2) Expansion Joints, Supplies - Marina Booster; 12x3/ 12x4 DI Spool, Supplies - D Booster; LB400 Hydrant; (5) Manhole Covers; General Supplies	10,403.39
71795	02/08/2022	02/28/2022	Boutin Jones, Inc.	Legal Services 01/2022	1,368.00
71796	02/08/2022	02/28/2022	Aleshire & Wynder, LLP	Legal Services 01/2022	43,605.49
71797	01/31/2022	02/28/2022	Marina Coast Water District (BLM)	BLM Water, Sewer, Fire Service 01/2022	381.82
71798	02/15/2022	02/28/2022	Employee Reimbursement	Professional Engineer License Renewal	180.00
71799	02/23/2022	02/28/2022	Employee Reimbursement	SWRCB Grade II Water Distribution Exam/ Certification Fee, Water Treatment Plant Operation Course	195.00
71800	02/09/2022	02/28/2022	Conservation Rebate Program	486 Sunrise Pl - Landscape Rebate	150.00
71801	02/23/2022	02/28/2022	Customer Service Refund	Refund Check - 3234 Vista Del Camino	17.21
71802	02/23/2022	02/28/2022	Customer Service Refund	Refund Check - 3123 Messinger Dr	100.00
71803	02/23/2022	02/28/2022	Customer Service Refund	Refund Check - Hydrant Meter	1,673.26
71804	02/23/2022	02/28/2022	Customer Service Refund	Refund Check - 480 Palisade Dr	14.04
71805	02/23/2022	02/28/2022	Customer Service Refund	Refund Check - 3001 Shorebird Pl	14.45
71806	02/23/2022	02/28/2022	Customer Service Refund	Refund Check - Hydrant Meter	2,086.00
71807	02/23/2022	02/28/2022	Customer Service Refund	Refund Check - 207 Mortimer Ln	35.00
71808	02/23/2022	02/28/2022	Customer Service Refund	Refund Check - 149 Hilo Ave	42.65
71809	02/23/2022	02/28/2022	Customer Service Refund	Refund Check - 401 Nijmegen Rd	35.00
71810	02/23/2022	02/28/2022	Customer Service Refund	Refund Check - 3202 Crescent Ave	4.35
71811	02/23/2022	02/28/2022	Customer Service Refund	Refund Check - 479 Logan Way	12.90
71812	02/23/2022	02/28/2022	Customer Service Refund	Refund Check - 14841 Kit Carson Dr	89.30
71813	02/23/2022	02/28/2022	Customer Service Refund	Refund Check - 3015 Arido Way	151.00
501317	01/25/2022	02/01/2022	AFLAC	Employee Paid Benefits 01/2022	1,432.66
501318	01/18/2022	02/01/2022	Principal Life	Employee Paid Benefits 02/2022	259.60

Check No	Invoice Date	Check Date	Vendor Name	Description	Amount
501319	01/10/2022	02/01/2022	Lincoln National Life Insurance Company	Life, Short/ Long Term Disability, AD&D Insurance 02/2022	199.85
501320	01/15/2022	02/01/2022	Transamerica Life Insurance Company	Employee Paid Benefits 01/2022	673.40
ACH	02/04/2022	02/04/2022	CalPERS	Payroll Ending 01/28/2022	26,284.08
ACH	02/04/2022	02/04/2022	Internal Revenue Service	Payroll Ending 01/28/2022	45,954.56
ACH	02/04/2022	02/04/2022	MassMutual Retirement Services, LLC	Payroll Ending 01/28/2022	15,413.75
ACH	02/04/2022	02/04/2022	State of California - EDD	Payroll Ending 01/28/2022	10,840.60
ACH	02/04/2022	02/04/2022	WageWorks, Inc.	Payroll Ending 01/28/2022	780.45
501321- 501322	02/04/2022	02/04/2022	Payroll Checks and Direct Deposit	Payroll Ending 01/28/2022	109,444.66
501323	02/04/2022	02/04/2022	General Teamsters Union	Payroll Ending 01/28/2022	599.00
ACH	02/04/2022	02/17/2022	CalPERS	Service Fee - Notification of Termination	200.00
ACH	02/18/2022	02/18/2022	CalPERS	Payroll Ending 02/11/2022	25,566.69
ACH	02/18/2022	02/18/2022	Internal Revenue Service	Payroll Ending 02/11/2022	46,896.00
ACH	02/18/2022	02/18/2022	MassMutual Retirement Services, LLC	Payroll Ending 02/11/2022	14,141.49
ACH	02/18/2022	02/18/2022	State of California - EDD	Payroll Ending 02/11/2022	10,515.69
ACH	02/18/2022	02/18/2022	WageWorks, Inc.	Payroll Ending 02/11/2022	780.45
501324- 501325	02/18/2022	02/18/2022	Payroll Checks and Direct Deposit	Payroll Ending 02/11/2022	110,874.35
ACH	02/25/2022	02/25/2022	Internal Revenue Service	Board Compensation 02/2022	107.12
501326	02/25/2022	02/25/2022	Board Checks and Direct Deposit	Board Compensation 02/2022	646.44
501327	02/04/2022	02/25/2022	ACWA/ JPIA	Medical, Dental, Vision, EAP Insurance 03/2022	74,005.22
501328	02/25/2022	02/25/2022	AFLAC	Employee Paid Benefits 02/2022	1,432.66
501329	02/05/2022	02/25/2022	LegalShield	Employee Paid Benefits 02/2022	25.90
501330	02/15/2022	02/25/2022	Principal Life	Employee Paid Benefits 03/2022	259.60
501331	02/11/2022	02/25/2022	Lincoln National Life Insurance Company	Life, Short/ Long Term Disability, AD&D Insurance 03/2022	2,800.99
501332	01/26/2022	02/25/2022	Employee Reimbursement	Cross-Connection Training per Diem Meals	254.54

**Total Disbursements for February 2022 2,888,530.62**

**Marina Coast Water District  
Agenda Transmittal**

**Agenda Item:** 8-B

**Meeting Date:** March 21, 2022

**Prepared By:** Paula Riso

**Approved By:** Remleh Scherzinger

**Agenda Title:** Approve the Draft Minutes of the Regular Joint Board/GSA Meeting of February 22, 2022

**Staff Recommendation:** The Board of Directors approve the revised draft minutes of the February 22, 2022 regular joint Board meeting.

**Background:** *Strategic Plan, Mission Statement – We provide our customers with high quality potable and recycled water, wastewater collection and conservation services that are safe, affordable, reliable and sustainable, through planning, management and the development of water resources in an environmentally sensitive manner.*

**Discussion/Analysis:** The draft minutes of February 22, 2022 are provided for the Board to consider approval.

**Environmental Review Compliance:** None required.

**Financial Impact:**     Yes     No    **Funding Source/Recap:** None

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

**Material Included for Information/Consideration:** Draft minutes of February 22, 2022.

**Action Required:**     Resolution     Motion     Review

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Board Action

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

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

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



# Marina Coast Water District

## Marina Coast Water District

Regular Board Meeting/Groundwater Sustainability Agency Board Meeting  
Via Zoom Teleconference  
February 22, 2022

### Draft Minutes

#### 1. Call to Order:

President Shriner called the meeting to order at 6:30 p.m. on February 22, 2022 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  
Herbert Cortez – Vice President  
Thomas P. Moore  
Gail Morton  
Matt Zefferman

##### Board Members Absent:

None

##### Staff Members Present:

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

Agenda Item 2 (continued):

Audience Members:

Andy Sterbenz, Schaaf & Wheeler  
Derek Lieberman, Ahtna  
Kevin Kostiuk, Raftellis  
Vera Nelson, EKI Environment & Water  
Tina Wang, EKI Environment & Water  
Mike McCullough, M1W  
Troy Lawson  
Roberta Greathouse, City of Seaside  
Bridget Floyd  
Bill Collins, BRAC  
Adrienne Burns  
Dan Garson, Sea Haven  
Joe Pineda, MCWD  
Andrew Hunter, Whitson Engineers

3. Public Comment on Closed Session Items:

There were no comments made.

The Board entered into closed session at 6:34 p.m. to discuss the following item:

4. Closed Session:

- A. Pursuant to Government Code 54956.9  
Conference with Legal Counsel – Existing Litigation  
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

The Board ended closed session at 7:21 p.m. President Shriner reconvened the meeting to open session at 7:30 p.m.

6. Reportable Actions Taken During Closed Session:

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

Pledge of Allegiance:

Director Moore led everyone present in the pledge of allegiance.

7. Oral Communications:

There were no comments made.

8. Presentations:

- A. Receive a Plaque from the American Council for Engineering Excellence for the Pure Water Monterey Advanced Water Purification Facility:

Mr. Mike McCullough, Monterey One Water, stated that Monterey One Water and Marina Coast Water District were each awarded a plaque for engineering excellence for the Pure Water Monterey Advanced Water Purification Facility from the American Council. He then presented a plaque to the District.

- B. Receive a Presentation from the Army Base Realignment and Closure on the Per-and Polyfluoroalkyl Substances Clean-up on the Former Fort Ord:

Mr. Derek Cray, Operations and Maintenance Manager, introduced this item and Mr. Derek Lieberman, Ahtna. Mr. Lieberman gave a presentation on Per- and Polyfluoroalkyl substances the Army has been monitoring. He gave a brief history of the Army base and areas where training and demonstrations took place. Mr. Lieberman also reviewed the site assessment process and where there were potential adverse effects on groundwater might be. He noted that Marina Coast Water District regularly tests the drinking water and it meets all state and federal requirements. The Board asked clarifying questions.

- C. Receive a Presentation on the Recycled Water Rate Study Workshop #2:

Ms. Kelly Cadiente, Director of Administrative Services, introduced this item and Mr. Kevin Kostiuk, Raftellis. Mr. Kostiuk reviewed the expense summary, proposed financial plan, recycled water cost of service and rates, and the next steps. The Board asked clarifying questions. The Recycled Water Rate Study is scheduled to return to the Board in March for adoption.

9. Consent Calendar:

Director Moore made a motion to approve the Consent Calendar consisting of: A) Receive and File the Check Register for the Month of January 2022; B) Receive the Quarterly Financial Statements for October 1, 2021 to December 31, 2021; C) Approve the Draft Minutes of the Regular Joint Board Meeting of January 19, 2022; D) Approve the Draft Minutes of the Special Joint Board Meeting of February 1, 2022; E) Receive the District FY 2022-2023 Budget Schedule and Set the FY 2022-2023 Budget Workshop Date; F) Receive the 2021 Year in Review Report; G) Adopt Resolution No. 2022-05 to Approve the District's 2022 Sanitary Sewer Management Plan; H) Receive an Update on the Fiscal Impacts to the District due to Covid-19; I) Adopt Resolution No. 2022-06 to Proclaim a Local Emergency, and Authorize Remote Teleconference Meetings of All District Legislative Bodies for the Following 30 Days; and, J) Adopt Resolution No. 2022-GSA02 to Amend the Professional Services Agreement with EKI Environment & Water. Vice President Cortez seconded the motion.

Agenda Item 9 (continued):

Director Morton noted for the record that she had some recommended improvements to the Sanitary Sewer Management Plan and there are some items she would like to revisit for more discussion. Director Moore stated he also had some recommended improvements to the item. Director Zefferman noted that he also asked questions of the General Manager and is pleased that more items have been moved to the Consent Calendar. The motion was passed by the following vote:

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

10. Action Items:

- A. Adopt Resolution No. 2022-02 to Find that the MCWD Sphere of Influence Amendment and Annexation for Monterey County A.P.N. (031-15-013; 018; 024; 029; 031; 032; 036-44; 054-056); (031-261-003; 004) and (031-152-011) is not subject to CEQA and is exempt from CEQA under CEQA Guidelines sections 15301 (Existing Facilities) and 15319 (Annexations of Existing Facilities and Lots for Exempt Facilities); and Direct Staff to File an Application with the Local Agency Formation Commission:

Mr. Patrick Breen, Water Resources Manager, introduced this item and noted that this annexation item was for two specific projects in Seaside: 1) Campus Town; and, 2) the Parker Flats Apartment Complex. The Board asked clarifying questions.

Director Zefferman made a motion to adopt Resolution No. 2022-02 to find that the MCWD Sphere of Influence Amendment and Annexation for Monterey County A.P.N. (031-15-013; 018; 024; 029; 031; 032; 036-44; 054-056); (031-261-003; 004) and (031-152-011) is not subject to CEQA and is exempt from CEQA under CEQA Guidelines sections 15301 (Existing Facilities) and 15319 (Annexations of Existing Facilities and Lots for Exempt Facilities); and direct staff to file an application with the Local Agency Formation Commission. Director Moore seconded the motion. Director Morton commented for the record that she didn't feel that CEQA was applicable to this annexation and was not needed for this action. The motion was passed by the following vote:

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

- B. Adopt Resolution No. 2022-07 to Approve a Water, Sewer and Recycled Water Infrastructure Agreement between the Marina Coast Water District and the Marina Developers, LLC for the Sea Haven Phase 4 Development Project:

Mr. Breen introduced this item. Discussion followed. Director Zefferman seconded the motion. Director Zefferman asked if the Board could see the actual use compared to the original projections at a future meeting.

Agenda Item 10-B (continued):

Director Moore made a motion to adopt Resolution No. 2022-07 to Approve a Water, Sewer and Recycled Water Infrastructure Agreement between the Marina Coast Water District and the Marina Developers, LLC for the Sea Haven Phase 4 Development Project, as written. Mr. Dan Garson, Sea Haven, commented that he was available to answer any questions the Board might have. The motion was passed by the following vote:

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

C. Receive the Marina Coast Water District FY 2021-2022 Mid-Year Financial Report:

Ms. Cadiente introduced this item and reviewed where the District was fiscally as of December 31, 2021. The Board inquired about other interest earning opportunities.

11. Informational Items:

A. General Manager's Report:

Mr. Scherzinger gave the following updates:

- 1) After the water arrearages program went so well, the State is now offering sewer arrearages funding and staff is pursuing the funds and it will come before the Board in March;
- 2) There is a workshop scheduled for February 23<sup>rd</sup> at 6:30 p.m. to talk about the Emergency Rental Assistance Program (ERAP). This program will help District customers who need support with their rent;
- 3) Continue to work with the Ferguson Group to identify certain projects that fit into the Bureau of Reclamation's State Funding as well as other State funding from Department of Water Resources and State Water Resources Control Board.

Director Zefferman asked for a status report of the ERAP workshop to be provided at the next Community Outreach Committee.

B. Counsel's Report:

No report was given.

C. Committee and Board Liaison Reports:

1. Executive Committee:

Vice President Cortez gave a brief update.

2. Community Outreach Committee:

Director Zefferman gave a brief update.

3. Budget and Personnel Committee:

Director Morton and President Shriner gave a brief update.

4. Joint City District Committee:

Director Morton gave a brief update.

5. M1W Board Member Liaison:

Director Moore gave a brief update noting that the next meeting is scheduled for February 28<sup>th</sup>.

6. LAFCO Liaison:

Vice President Cortez stated there was no update noting that the next meeting is scheduled for February 28<sup>th</sup>.

12. Board Member Requests for Future Agenda Items:

President Shriner stated that any requests may be emailed to staff.

13. Director's Comments:

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

14. Adjournment:

The meeting was adjourned at 9:50 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:** 8-C

**Meeting Date:** March 21, 2022

**Prepared By:** Paula Riso

**Approved By:** Remleh Scherzinger

**Agenda Title:** Approve the Draft Minutes of the Special Joint Board/GSA Meeting of March 7, 2022

**Staff Recommendation:** The Board of Directors approve the draft minutes of the March 7, 2022 special joint Board meeting/Strategic Planning Workshop.

**Background:** *Strategic Plan, Mission Statement – We provide our customers with high quality potable and recycled water, wastewater collection and conservation services that are safe, affordable, reliable and sustainable, through planning, management and the development of water resources in an environmentally sensitive manner.*

**Discussion/Analysis:** The draft minutes of March 7, 2022 are provided for the Board to consider approval.

**Environmental Review Compliance:** None required.

**Financial Impact:**     Yes     No    **Funding Source/Recap:** None

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

**Material Included for Information/Consideration:** Draft minutes of March 7, 2022.

**Action Required:**     Resolution     Motion     Review

---

Board Action

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

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

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



# Marina Coast Water District

Special Board Meeting/Groundwater Sustainability Agency Board Meeting  
Hybrid Meeting  
March 7, 2022

Draft Minutes

1. Call to Order:

President Shriner called the meeting to order at 6:31 p.m. on March 7, 2022, with Board members and staff present at 920 2<sup>nd</sup> Avenue, Suite A, Marina, California; and, via Zoom teleconference for the public in Marina, California.

2. Roll Call:

Board Members Present:

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

Board Members Absent:

None

Staff Members Present:

Remleh Scherzinger, General Manager  
Roger Masuda, District Counsel  
Paula Riso, Executive Assistant/Clerk to the Board

Audience Members:

Brent Ives, BHI Consulting, Inc.

3. Oral Communications for Items Not on the Agenda:

No comments were made.

4. Workshop:

A. Strategic Planning Workshop:

Mr. Brent Ives, BHI Consulting, Inc. introduced himself to the Board. Mr. Remleh Scherzinger, General Manager, briefly explained the outline for the workshop and how this will begin laying the ground for the Strategic Plan.

Agenda Item 4-A (continued):

Mr. Ives reviewed the Board and staff's tasks; discussion was held on the Mission Statement and Core Values. The Board also reviewed the Vision Statement and discussed where they would like the Board to be, and how they would like to be seen by the public and their constituents, in five years.

Following discussion, it was agreed that Mr. Ives will bring back a revised Strategic Plan at a follow-up workshop in April for further discussion.

5. Director's Comments:

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

6. Adjournment:

The meeting was adjourned at 9:27 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:** 8-D

**Meeting Date:** March 21, 2022

**Prepared By:** Derek Cray

**Approved By:** Remleh Scherzinger

**Agenda Title:** Adopt Resolution No. 2022-08 to Adopt the Updated 2022 Maintenance Management Plan

**Staff Recommendation:** The Board of Directors adopt Resolution No. 2022-08 to adopt the updated 2022 Maintenance Management Plan.

**Background:** *Strategic Plan, Goal No. 2.3-Develop and implement an Asset Management Plan.*

The Marina Coast Water District (District) operates the water, wastewater and recycle water for Central Marina and the Ord Communities. The Operations and Maintenance Department for the District maintains all the District's linear and vertical assets as it relates to water, sewer, and recycle water.

**Discussion/Analysis:** The District's Maintenance Management Plan helps to identify critical assets within the District, and to determine the appropriate staffing and equipment needed to perform preventative maintenance on these assets. Having a well performing preventative maintenance program is crucial to reducing and preventing critical failures within the system and prolonging the life of an asset to its full useful lifespan. This plan helps identify the key linear and vertical assets along with the expected lifespan of each asset. This plan also helps to determine the necessary labor hours required to perform preventative maintenance on the District's assets. This in turn set forth the equipment and staffing levels required in order to properly maintain the District's assets.

This plan was first adopted by the Board of Directors in March 2019 with the intention that a revised plan would be brought back annually for the Board to review and adopt. Attached is the revised 2022 plan. The major areas that were revised for this year's plan were incorporating all the attributed GIS data for our linear assets, along with updated one year Capital Equipment and staffing sections.

**Environmental Review Compliance:** None required.

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

**Other Considerations:** None

**Material Included for Information/Consideration:** Resolution No. 2022-08; and, a copy of the 2022 Maintenance Management Plan.

**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 \_\_\_\_\_

March 21, 2022

Resolution No. 2022 - 08  
Resolution of the Board of Directors  
Marina Coast Water District  
Adopting the Updated 2022 Maintenance Management Plan

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), regular meeting duly called and held on March 21, 2022 via a video conference pursuant to Governor Newsom’s Executive Order N-29-20, as follows:

WHEREAS, the District’s Operations and Maintenance Department actively maintains all of the District’s assets in regards to its water, wastewater and recycle water infrastructure; and,

WHEREAS, the District’s assets are being updated into the District’s GIS and Computer Maintenance Management System (CMMS) on an ongoing basis; and,

WHEREAS, having the District’s assets attributed in the GIS allows the District to utilize its CMMS to actively track repairs, predict failures, and setup preventative maintenance programs against them; and,

WHEREAS, having a maintenance management plan in place helps assist the District in determining the needs for equipment and staffing to adequately maintain the District’s assets; and,

WHEREAS, the Board approved the original Maintenance Management Plan on March 18, 2019; and,

WHEREAS, the plan was updated in March of 2022 to reflect the progress and needs of the Operations and Maintenance Department.

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

1. Adopt Resolution No. 2022-08 to adopt the updated 2022 Maintenance Management Plan.

PASSED AND ADOPTED on March 21, 2022 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

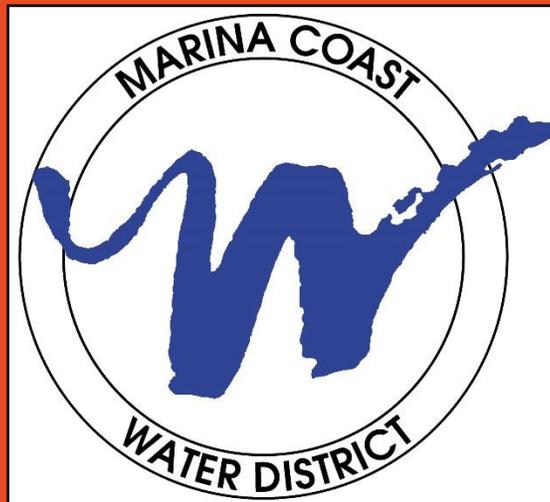
CERTIFICATE OF SECRETARY

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. 2022-08 adopted March 21, 2022.

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



# MARINA COAST WATER DISTRICT MAINTENANCE MANAGEMENT PLAN 2022



MARINA COAST WATER DISTRICT 11 Reservation Rd. Marina, CA 93933



Marina Coast Water District  
Maintenance Management Plan

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## Section 1. Background

Marina Coast Water District (MCWD or District) is a public, Special County Water District, located in Marina, California. It was formed in 1960 under the name Marina County Water District and in 1994 switched to its current name, Marina Coast Water District to avoid confusion with the county government. MCWD operates both water and wastewater for the Central Marina and Ord communities. In 1997, MCWD contracted with the United States Army to operate its water and wastewater systems. The systems were officially transferred over to MCWD in 2001 and the Central Marina and Ord Community water systems were interconnected to serve as one system in 2005. Beginning in 2018, construction began on a joint project with MCWD and Monterey One Water to build the Regional Urban Water Augmentation Project (RUWAP) pipeline, Blackhorse Storage Reservoir, and Advanced Treatment Facility. The RUWAP pipeline and Blackhorse Storage Reservoir construction was completed in 2019 and in February of 2020, the RUWAP transmission line began receiving Advanced Treated Water from Monterey One Water. This project will serve MCWD customers with a tentative start date of calendar year 2022 with advanced purified water, for recycle water use. The RUWAP pipeline also serves as a transmission source for aquifer recharge through the Monterey Peninsula Water Management District's injection wells.

## Section 2. System Overview

### **Water System**

MCWD operates and maintains approximately 215 miles of pipe ranging in size from 4"- 30". Distribution pipeline material is comprised of PVC plastic, steel, ductile iron, and asbestos cement. The system is comprised of 7 potable production wells ranging in pumping rates of 1,400 gallons per minute (GPM) to 2,400 GPM, 8 storage tank sites ranging in capacity of 0.17 million gallons (MG) to 2.0 MG and 6 pumping stations to move water to each of these storage tanks. MCWD has 5 pressure zones within its service area from A zone, which is the lowest in elevation, to E zone which sits at the highest point in the Ord Community. Pressure is maintained throughout the zones by utilizing 18 pressure reducing stations to maintain an average system pressure within MCWD distribution system of 60 pounds per square inch (PSI). There are also 5 interties throughout the system that allow water to move between Central Marina and Ord based on demand. These interties help give the system more capacity and redundancy.

### **Sewer System**

MCWD operates and maintains approximately 155 miles of sewer gravity mains ranging in size from 4" to 30" and approximately 6.4 miles of force mains ranging in size from 4" to 12". The sewer system pipeline is comprised of: PVC plastic, steel, ductile iron, asbestos cement, and vitrified clay pipe. MCWD has 20 sewer lift stations that move wastewater from lower to higher elevations. Peak flows from the sewer lift stations range from .02 million gallons per day (MGD) to 2.20 MGD.

## Recycle Water System

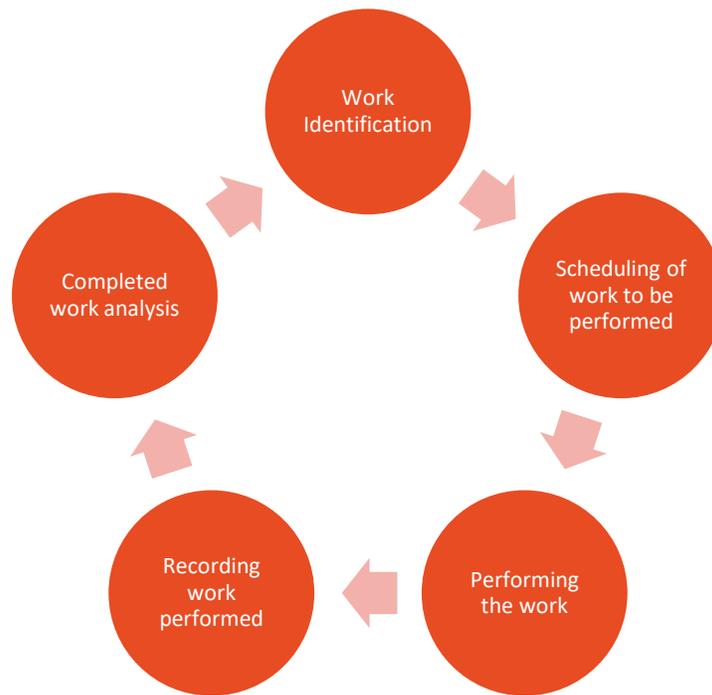
The District owns and operates an existing non-potable, recycle water system comprised of approximately 13.4 miles of pressurized pipe, ranging in size from 4"-30". The material is comprised of mostly PVC plastic. In 2018, approximately 7.6 miles of 24" ductile iron recycle transmission main was installed as part of a joint effort between Monterey One Water and Marina Coast Water District. This pipeline connects the Monterey One Advanced Wastewater Treatment Plant to the Blackhorse Reservoir and will serve recycled water for the District's customers soon. This pipeline is also used for ground water recharge through indirect potable reuse for Cal Am and the Monterey Peninsula Water Management District. Currently, the District is finalizing construction on the recycle water distribution network. The recycle distribution connects to the District's RUWAP transmission line to provide high quality recycle water to the District's customers.

### Section 3. Maintenance Management System

A maintenance management system is critical in keeping the District's assets maintained which will allow them to reach their useful life. A critical part in maintaining assets is having a system in place to be able to manage them. The District maintains its assets through a computer maintenance management system (CMMS). This program allows users to schedule work and see work history that was performed on the asset in the past.

Work flow of a maintenance management systems is a cyclical process comprised of five main components. Figure 1 below represents the five main components within the work flow of a maintenance management system.

Figure 1



**Work identification:** Work identification can be realized either preventatively or through a reactive based nature. Ideally, the District should have a goal of higher work identification through preventative means instead of when issues arise (reactive). Preventative maintenance is also key in reducing premature failure on the District’s assets, thus reducing the number of hours of reactive work.

**Scheduling of work to be performed:** The District schedules work two ways: either through its Computer Maintenance Management Program (CMMS) first which will then schedule a work order (WO) to an assigned staff member, or the work is completed and then entered into the CMMS after completion. Ideally, work should be entered into the CMMS system prior to start so that the supervisor can efficiently schedule the Operations staff to allow for maximum efficiency of staff time. However, there are often critical breaks without any notice, which requires staff to attend to those issues immediately thus bypassing the CMMS scheduling preferred business model.

**Performing of work:** District staff perform a wide variety of work to maintain the water, wastewater and recycle water systems. Work is performed out in the field utilizing labor, equipment and materials.

**Recording work performed:** Recording work performed by District staff is critical in being able to analyze the performance of the asset and to be able to better predict possible future failures the asset may have. Recording of work through the District’s CMMS also allows staff to be able to track labor, equipment, and material costs for the purposes of billing. The CMMS program also has the capability of a “storeroom” function to allow for inventory management.

**Completed work analysis:**

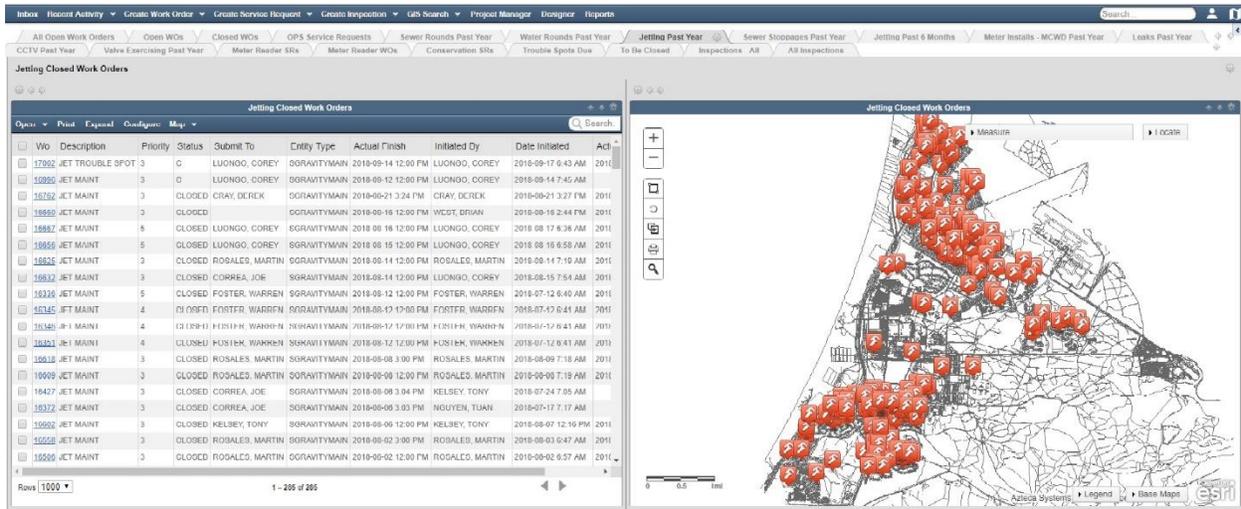
Completed work analysis allows the District to evaluate the assets, determine the costs to maintain them appropriately, and assess the condition of the asset to determine potential critical failures or when the asset has reached its end of useful life.

## Section 4. MCWD Computer Maintenance Management System (CMMS)

The District utilizes Cityworks for its CMMS program. Cityworks went through a major upgrade and overhaul in mid-year of 2018. It was upgraded from version 2013 to Server 15.2.6. The update brought in new user graphical user interface (GUI), better integration of the District’s GIS, mobile access and the ability to track inventory through the Storeroom function. This upgrade also now allows Operators to perform inspections on District facilities and create preventative maintenance work orders on District assets. The District recently retained a consultant who will be upgrading Cityworks to the latest version in the second quarter of 2022. Two future integrations planned to help assist the District in giving conditioning scores and better retention of records include: integration of closed-circuit television through the District’s POSM software for sewer line inspections and water valve turning through the District’s iWater software. Currently, the District utilizes the different software independently of Cityworks and integrating the two together would eliminate the need to replicate the data into Cityworks and would allow the District to perform condition assessment of the sewer lines and water valves through Cityworks.

Figure 2 below represents a screenshot of what an overview of the District’s Cityworks Dashboard looks like.

Figure 2



## Section 5. Linear and Vertical Assets

Within the Operations and Maintenance Department, the Water, Sewer and non-potable systems are comprised of both linear and vertical assets. Linear assets are typically below ground and are comprised of the system piping and valves. Some examples are: water mains, water lateral lines, sewer mains, non-potable water transmission and main lines, and shut off valves. Vertical assets are comprised within each pumping and storage facility for each system respectively. Some examples of vertical assets are: motors, pumps, Motor Control Centers (MCC), generators, diesel tanks, level transducers, and water quality analyzers. The following sections describe in detail a list of the District’s assets related to each of the three systems within the District’s service area.

## Section 6. Water and Sewer System Linear Assets

Water and sewer main data is incorporated into the District’s GIS and Cityworks, however much of the data is missing key attributes such as install date, pipe material and sometimes size. This is due to several factors but one of the main reasons the District is missing key data is from when the District acquired the Ord systems. When these were acquired, the Army did not have these pipes attributed in the GIS. Obtaining this data is difficult, especially after the fact, because pipes cannot be easily viewed without having to dig up the street in order to see them. Thus, updating and attributing all of the District’s linear assets will be a labor and time intensive project that will most likely take years to do.

## Water Linear Assets - Mains and Hydrant Lines

The following Table 1 represents all the data within the District’s GIS system regarding water mains. Included under the water main footage is hydrant lines. This is because the District owns most of these lines comprised of 6” piping all the way to the fire hydrant. Due to a lack of Army records, nearly 40 percent of the District’s water system pipe material is unknown. This number has significantly decreased from the previous year due to data input and cleanup in the District’s GIS system. Through operational history of fixing water leaks, and installing valves and mains, it is with a fair amount of certainty that most of the unknown water mains are comprised of asbestos cement pipe material.

Table 1

<b>Pipe Material</b>	<b>Pipe Diameter</b>	<b>Length in Feet</b>	<b>Length in Miles</b>
<b>Unknown</b>	Unknown	447,720.89	84.79
<b>Asbestos Cement</b>	4	21,643.61	4.10
	6	164,627.24	31.18
	8	173,690.52	32.90
	10	8,456.98	1.60
	12	58,191.84	11.02
	14	747.70	0.14
	16	9,491.89	1.80
	20	2,319.22	0.44
	24	7,349.57	1.39
	Unknown	266.50	0.05
	<b>Total</b>		<b>446,785.07</b>
<b>C-900</b>	4	8,849.78	1.68
	6	521.08	0.10
	8	5,400.99	1.02
	10	6,419.75	1.22
	12	2,055.34	0.39
	14	8,849.78	1.68
	16	14,150.47	2.68
	20	104,675.86	19.82
	30	7,412.28	1.40
	Unknown	777.20	0.15
	<b>Total</b>		<b>159,112.53</b>
<b>Ductile Iron</b>	6	190.45	0.04
	8	582.44	0.11
	10	159.83	0.03
	12	287.11	0.05
	16	4,649.08	0.88
	18	1,132.44	0.21
	24	40,379.24	7.65
	<b>Total</b>		<b>47,380.59</b>

**Steel**

4	133.19	0.03
6	8,313.14	1.57
8	14,777.16	2.80
10	6,193.12	1.17
12	112.34	0.02
24	4,506.02	0.85
Total	34,034.97	6.44
<b>GRAND TOTAL</b>	1,135,034.05	214.96

**Water Main Isolation Valves**

The following Table 2 represents the number of water main isolation valves within the District and is classified by size of pipe. There are 2,392 valves within the District which do not have an attributed size to them.

Table 2

<i>Pipe Diameter</i>	<i>Number of Valves</i>
4	82
6	1,971
8	656
10	23
12	171
14	1
15	1
16	41
18	6
20	5
24	37
Unknown	2,382
<b>Grand Total</b>	5,480

## Sewer Linear Assets - Mains

The following Tables, 3 and 4, represent all the data within the District's GIS system regarding sewer gravity mains and sewer force mains respectively. Due to a lack of pipe material in the District's GIS system nearly all sewer system pipe material is undocumented.

### Sewer Gravity Mains

Table 3

<i>Pipe Material</i>	<b>Pipe Diameter</b>	<b>Length in Feet</b>	<b>Length in Miles</b>
<b>Unknown</b>	4	21,502.54	4.072
	6	278,146.99	52.679
	8	317,990.36	60.225
	10	42,372.13	8.025
	12	29,724.29	5.630
	14	668.73	0.127
	15	33,453.24	6.336
	18	13,898.86	2.632
	21	1,414.90	0.268
	24	3,375.35	0.639
	27	4,378.69	0.829
	30	4,326.47	0.819
	Unknown	27,450.22	5.199
	Total	778,702.77	147.48
<b>PVC</b>	6	2,085.93	0.395
	8	30,072.56	5.696
	12	1,540.75	0.292
	15	2,760.85	0.523
	Unknown	1,282.77	.243
	Total	37,742.86	7.149
<b>Grand total</b>		816,445.63	154.629

### SEWER FORCE MAINS

Table 4

<i>Pipe Material</i>	<b>Pipe Diameter</b>	<b>Length in Feet</b>	<b>Length in Miles</b>
<b>Unknown</b>	4	4,705.57	0.8912
	6	3,913.61	0.7412
	8	5,068.69	0.9600
	10	19,763.46	3.7431
	12	419.99	0.0795
	Total	33,871.32	6.415

## Section 7. Lifespan and when to Repair, Replace, or Rehabilitate Water and Sewer Mains

The lifespan of water and sewer mains are between 50-100 years depending on the material. Corrosion can often shorten the designed full lifespan drastically. Corrosion can be from either external or internal factors. External factors include soil conditions. The more corrosive a soil is the quicker certain materials of pipe will corrode. The water quality can cause pipes to deteriorate from the inside. For water mains, soft water tends to be more corrosive as found in surface water. The District's water is solely reliant on groundwater which is moderately hard and scale forming. With regards to sewer, the presence of hydrogen sulfide can cause a rapid increase in corrosion on the inside of sewer pipes. The following Table 5 is typical life expectancy for the District's most commonly used pipe.

Table 5

Pipe Material	Life Expectancy
Asbestos Cement (AC)	70 Years
Polyvinyl Chloride (PVC)	100 Years
Ductile Iron	70 Years
Clay	50 Years

The decision to renovate water mains by either replacing, repairing, or rehabilitating depends on three different scenarios:

1. Water Quality Issues- As water mains deteriorate, they can cause water quality issues. These water quality issues can either be harmful to consumers by harboring harmful bacteria, or they may just affect the aesthetics of the water such as taste, color and odor.
2. Decrease capacity- As water mains corrode and tuberculate, it can decrease the interior diameter and smoothness of the pipe, thus reducing the original capacity of the main. Also, as development increases in an area, it may be necessary to increase pipe size in order to meet demand and fire flows.
3. Pipeline failures- Pipeline failures can be costly to the District. Two main occurrences of cost from a pipeline failure are:
  - a. Actual cost to repair the pipeline- Labor, material and equipment used to repair the main, and;
  - b. District liability- potential claims against the District for property damage caused water leaks.

The decision to renovate sewer mains by either replacing, repairing or rehabilitating, primarily depends on two different reasons:

1. A need for increase capacity- Since sewer mains can be cleaned, they do not decrease in interior diameter such as water mains. However, the increase in development may require an increase in pipe size to be able to handle peak flows.
2. Pipe failures- Pipeline failures can cause property damage and environmental damage. Cost from sanitary sewer failures, resulting in overflows can result in cost to the district by:
  - a. Actual cost to repair the pipeline- labor, material and equipment used to repair the main, and;

- b. District liability- potential claims against the District for property damage caused sewer overflow.
- c. Fines- The State can levy heavy fines dependent on the amount and location of the sewer overflow. All overflows are required to be reported to the Waterboards and are entered into a database.

## Section 8. Preventative Maintenance on Linear Assets

The following tables represent the required type of preventative maintenance, number of staff required, and total annual hours required to maintain the District’s linear assets.

### **Water Main Preventative Maintenance**

**Water Main Valve Exercising** - Exercising water valves is a preventative maintenance program that is crucial to allow staff to isolate sections of main either for routine purposes or during an emergency such as a water main break. This program can prevent costly claims against the District when emergency water leaks are unable to shut down quickly due to broken or leaking valves. Water main valve exercising will lead to additional staff work in replacing valves that are broken. The District currently owns a valve exercising truck. This truck is equipped with software that has the ability to import data into a CMMS program to allow for tracking of work history done against the valve and valve attributes.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
1	2,080

**Directional Flushing**- Directional flushing is used to improve water quality within the Distribution system. A program should be implemented to address the entire distribution system. This program requires mainline valves to be isolated in order to move water to create enough velocity to scrub the interior walls of the pipe.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
4	480

**Dead End Flushing**- Water mains that are not in a grid or loop system that have dead ends can cause water quality issues from stagnant water. Operators utilize 2” blow offs at the end of these lines to flush and bring in fresh water. All dead-end lines should be flushed at a minimum of once a year.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
1	120

## Sewer Main Preventative Maintenance

**Hydro cleaning Sewer Mains-** Cleaning sewer mains using a “jetter” vehicle helps keep sewers flowing and reduces sewer main blockages. The goal is to jet the entire system annually. Lines that have been more problematic are put on a “MCWD Trouble Spot” list and are jetted more frequently. Due to the constant traffic control needed and operation of the jetter truck, two operators are required per truck, when jetting sewer mains. MCWD’s goal is to operate two jetter trucks daily.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
<b>4</b>	<b>8,320</b>

**TV Sewer Line Inspections-** Televising sewer lines help to locate areas that need repair and can help prevent catastrophic failure by finding problems and fixing them before complete failure occurs. MCWD utilizes Cityworks which will incorporate, in the future, conditioning data of sewer lines which can then assess the priority of replacement and repairs of sewer mains. MCWD should try to inspect at least 25% of their system annually.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
<b>2</b>	<b>4,160</b>

<b>Total Staff Hours</b>
<b>15,160</b>

## Section 9. Water and Sewer Vertical Assets

The District’s vertical assets are the most easily accessible and maintainable assets. Unlike linear assets, vertical assets are typically above ground. The District’s vertical assets are comprised within four categories: wells sites, water pump stations, water storage tanks and sewer pump stations. Within each respective category there are many sub or child assets. These assets are the most maintenance intensive and critical assets in keeping water and sewer flowing to the linear mains. In mid-year of 2018, as part of the CMMS upgrade, the new version of Cityworks allows staff to attribute and track vertical assets, complete work orders and setup preventative maintenance programs against them. Setting up a preventative maintenance on the District’s vertical assets is key in reducing costs and prolonging the life of the equipment.

## Water Well Sites



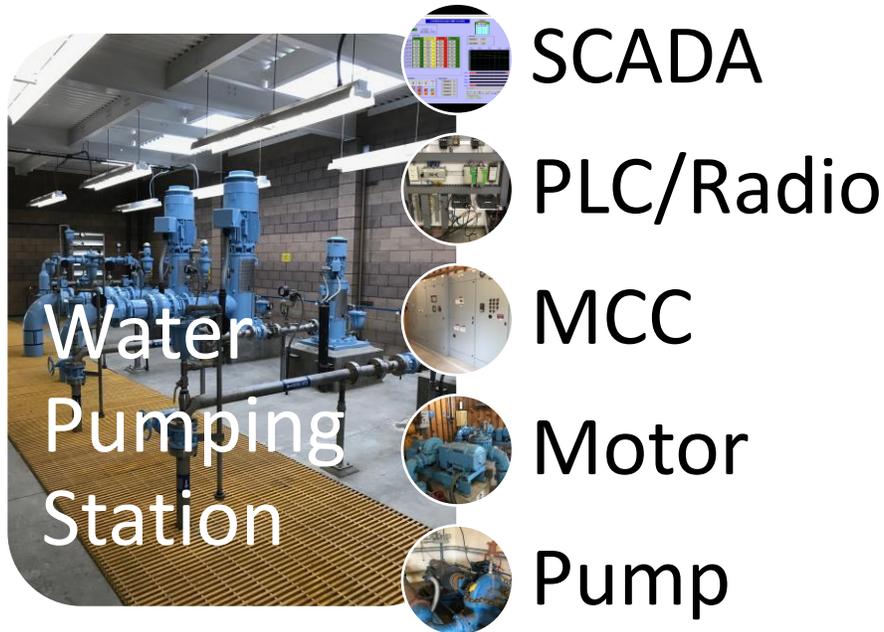
The District is comprised of 7 active potable well sites. These well sites are the District’s sole source of water and are critical in keeping the District’s water system pressurized. When a well site goes down for repair, it potentially can cause a huge impact to the system. Each well site has many sub vertical assets that must be maintained in order to keep the well working properly. The following Table 6 lists all main assets for the wells along with the total quantity within the District and the typical life expectancy of the asset.

Table 6

Equipment	Total Quantity in the District	Life expectancy (years)
Pump House	7	20-50
Well Casing	7	25-75 depending on material
Well Column	7	25-75 depending on material
Vertical Turbine Pump	7	15
Vertical Turbine Motor	7	7-15
MCC Building	7	15-20
MCC	7	35
Well Level Transducers	5	5
Flow Meter	7	20
Pressure Switch	7	15
Pressure Transducer	2	7-10
Pump Control Valve	7	20
PLC	7	12
RADIO	16	15
Standby Generator	4	25

<b>Automatic Transfer Switch</b>	4	25
<b>Angle Drive Standby Motor</b>	1	25
<b>Chlorine Pump</b>	8	10
<b>Chlorine Tank</b>	3	15
<b>Chlorine Analyzer</b>	3	5-7
<b>Conductivity Analyzer</b>	2	5-7

### Water Pumping Stations



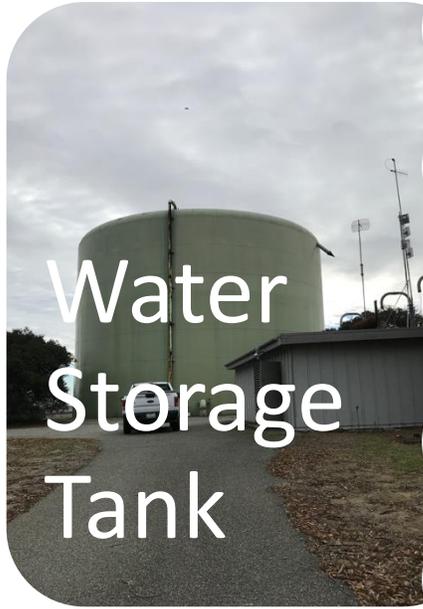
The District is comprised of 6 potable water pumping stations. These stations either pump water from one pressure zone tank to another, or they pump directly into the system. Each of these pump stations are critical in maintaining adequate water through the District’s five different pressure zones. Two of the five sites pump directly into the District’s distribution system to maintain adequate pressure, while the other three sites are used to fill water storage tanks in other pressure zones. The following Table 7 lists all the main assets for the water pump stations.

Table 7

<b>Equipment</b>	<b>Total Quantity in the District</b>	<b>Life expectancy</b>
<b>Horizontal Motor</b>	15	7-15
<b>Vertical Turbine Motor</b>	6	7-15
<b>Centrifugal Pump</b>	15	15
<b>Vertical Turbine Pump</b>	6	15
<b>MCC Building</b>	5	30
<b>MCC</b>	8	15-50
<b>Flow Meter</b>	6	20

<b>Pressure Switch</b>	5	15
<b>Pressure Transducer</b>	3	7-10
<b>PLC</b>	6	15
<b>RADIO</b>	7	15
<b>Standby Generator</b>	5	25
<b>Automatic Transfer Switch</b>	5	25
<b>Pump Control Valve</b>	9	20

### Water Storage Tanks



**Water Storage Tank**

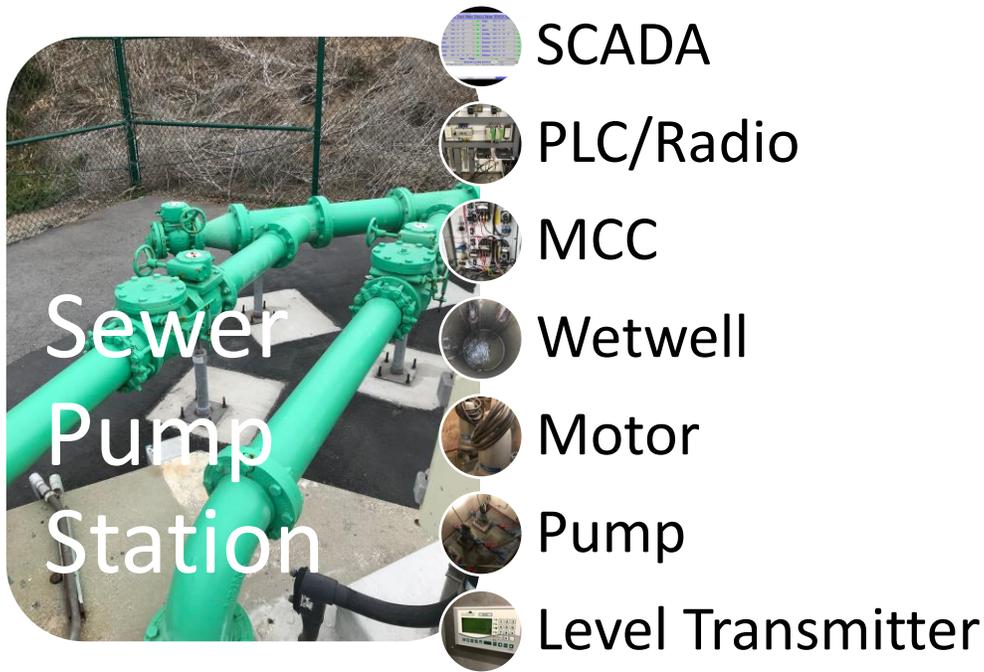
-  SCADA
-  PLC/Radio
-  MCC
-  Level Transducer
-  Chlorine Analyzer

The District has 8 potable water storage tanks and 1 non-potable storage tank. These tanks play a critical role in maintaining pressure in the distribution system and providing enough storage to meet peak and fire flow demands. Table 8 lists all the main assets for the District’s storage tank sites.

Table 8

<b>Equipment</b>	<b>Total Quantity in the District</b>	<b>Life expectancy (years)</b>
<b>Storage Tank</b>	9	60-100
<b>Shutoff Valves</b>	11	50
<b>Chlorine Analyzer</b>	6	10
<b>Flow Meter</b>	6	20
<b>Level Transducer</b>	8	7-10
<b>Solar Panels</b>	2	20

## Sewer Pump Stations



The District is comprised of 20 sewer lift stations that pump sewage from a lower elevation to a higher one, where it will then transition back to gravity. These lift stations are critical in keeping sewage flowing to the Monterey One Regional Wastewater Treatment Plant. The following Table 9 lists all the main assets of the District’s sewer lift stations.

Table 9

<b>Equipment</b>	<b>Total Quantity in the District</b>	<b>Life expectancy (years)</b>
<b>Submersible Motor</b>	36	15-20
<b>Non-Submersible Motor</b>	6	15-20
<b>Centrifugal pump</b>	42	15-20
<b>Pump House</b>	3	20-50
<b>MCC Building</b>	1	20-50
<b>MCC</b>	20	15-50
<b>Wet Well Level Transducers</b>	19	7-10
<b>Flow Meter</b>	1	15-20
<b>Floats</b>	43	3-5
<b>PLC</b>	19	15
<b>Radio</b>	20	15
<b>Standby Generator</b>	18	25
<b>Automatic Transfer Switch</b>	18	25

## Water and Sewer System Miscellaneous Vertical Assets



Meters

Backflows

Fire  
Hydrants

Manholes

The District maintains numerous other vertical assets not necessarily linked to pumping stations but are critical infrastructure required to keep the both the water and wastewater systems running. Some of the main vertical assets are meters, backflows, fire hydrants and manholes. The following tables depict the amount of each respected assets as listed in the District’s GIS system.

<b>Number of Meters</b>
9,787

<b>Number of Fire Hydrants</b>
1,664

<b>Number of Manholes</b>
2,739

<b>Number of Backflows</b>
1,628

<b>Number of MCWD Backflows</b>
70

## Section 10. Preventative Maintenance on Vertical Assets

The following tables represent the needed type of preventative maintenance, number of staff required, and total annual hours required to maintain the District's vertical assets.

### Vertical Assets Preventative Maintenance

**Pressure Reducing Valve (PRV) maintenance** - Pressure reducing valves are a critical component for MCWD's water system. They regulate pressure within the 5 different pressure zones. If a PRV station lacks maintenance, it could potentially fail causing high water pressure to be delivered to customer's homes. This could result in bursting of water mains and homeowner's private water lines. Maintenance should be done annually, and it should include exercising the valves, flushing them out, checking the sensing lines, adjusting pressure to MCWD standard and replacing any components that have failed or look like they are about to fail.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
2	80

**Air Relief Valve Maintenance** - Air relief valves should be exercised annually to help prevent premature failure. These devices are utilized to release trapped air within water distribution lines, which can lead to an airlock or water hammer. On sewer lines, air pockets can harbor corrosive gasses causing potential pipeline failures.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
1	60

**Fire Hydrant Maintenance** - Fire hydrant maintenance includes: exercising each port opening to ensure full operation, greasing the caps and stems, touch up painting and flushing water through each port. This program will also create additional work when deficiencies are found on hydrants. These will then need to be put on a repair or replacement list.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
1	480

**Flow Meter Calibration** - Flow meters calibration should be done annually for water loss/use standards. This ensures all meters are within industry standards. There are 11 potable flow meters to be done a year.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
1	18

**Reservoir Inspections** - Per the State Waterboards, the District is required to inspect all the tops of each reservoir and operate each isolation valve attached to the reservoir twice annually. As these are critical infrastructure to the health and safety of the system, O & M performs this work quarterly. Due to the hazards of high elevation, two staff members are required.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
2	72

**Motor PM** - Motor PM includes annual oil changes, greasing, and megger testing at all water and wastewater pumping stations. Wastewater submersible pumps are required to be pulled from each wetwell in order to perform any PM on them.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
2	320

**MCC Maintenance** - This includes cleaning of electrical components to prevent premature failure, checking tightness of fittings and performing thermal imaging of panels for any hot spots.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
1	600

**Sewer Pump Station Float Maintenance** - Staff needs to clean buildup of grease off floats and ensure floats are working periodically to ensure redundancy in the system. When it is found that floats are no longer working, replacements should be installed immediately.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
2	120

**Water Quality Analyzer Maintenance** - This maintenance includes replacing and wiring in new probe sensors, changing membrane caps and calibration and verification of instrument.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
1	64

**Pump Efficiency Testing** - Pump efficiency testing is done by looking at the flow rate of your pump, the electrical draw and then calculating the efficiency of the motor and the pump. Doing this annually will help determine when to make adjustments, repairs or replacements of pumps or motors in order to reduce electrical costs.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
2	160

**Storage Reservoir Cleaning and Inspections** - Staff should drain and physically inspect and clean storage reservoirs every few years if a tank is able to be removed from service. Currently, staff utilize divers to come in every 3 years to inspect and clean the storage reservoirs. There are currently 8 potable reservoirs and 1 non potable reservoir in the system.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
4	640

\*Time is for 2 reservoirs to be inspected each year.

<b>Total Staff Hours</b>
<b>2,614</b>

Section 11. Preventative Maintenance Breakdown Summary for Operations Staff and Maintenance Staff

**Operations Staff**

<b>Job</b>	<b>Equipment needed</b>	<b># of Staff Required</b>	<b>Frequency</b>	<b>Total Hours Needed Per Staff Member</b>	<b>Total Hours</b>
<b>Water Main Valve Exercising</b>	Valve Truck	1	Year Round	2,080	2,080
<b>Directional Flushing</b>	Valve Truck Pickup Trucks	4	Once a Year	120	480
<b>Dead End Flushing</b>	Pickup Trucks	1	Once a Year	120	120
<b>Hydro Cleaning Sewer Mains</b>	Vactor Jetter	4	Year Round	2,080	8,320
<b>CCTV Sewer Mains</b>	CCTV Van	2	Year Round	2,080	4,160
<b>PRV Maintenance</b>	Pickup Trucks Atmospheric Tester	2	Once a Year	40	80
<b>Air Relief Valve Maintenance</b>	Pickup Trucks	1	Once a Year	60	60
<b>Fire Hydrant Maintenance</b>	Pickup Trucks	1	Once a Year	480	480
<b>Reservoir Inspections</b>	Pickup Trucks, Fall Protection	2	Twice a Year	36	72
<b>Storage Reservoir Cleaning and Inspections</b>	Pickup Trucks, Fall Protection, Atmospheric Tester	4	2 Tanks a Year	160	640
<b>Total</b>					16,492

**Electrical/Mechanical Staff**

<b>Job</b>	<b>Equipment Needed</b>	<b># of Staff Required</b>	<b>Frequency</b>	<b>Total Hours Per Staff Member</b>	<b>Total Hours</b>
<b>MCC Maintenance</b>	Pickup Truck, Electrical Tester	1	Annually	600	600
<b>Sewer Pump Station Float Maintenance</b>	Pickup Trucks, Electrical Tester	2	Annually	60	120
<b>Water Quality Analyzer Maintenance</b>	Pickup Truck, Electrical Tester	1	Quarterly	64	64
<b>Pump Efficiency Testing</b>	Pickup Trucks, Electrical Tester, Clamp on Flow Meter	2	Annually	80	160
<b>Motor PM</b>	Pickup Trucks,	2	Annually	160	320
<b>Flow Meter Calibrations</b>	Pickup Truck	1	Annually	18	18
<b>Total</b>					1,282

## Section 12. Other Operator Duties

Focusing staff time on preventative maintenance is ideal to reduce failures and prolong assets within the District, however there are instances when staff is pulled off of preventative maintenance due to reactive issues that are more pressing and need immediate attention. Examples of reactive issues would be: water main leaks, service line leaks, sewer overflows, and pump station failures to name a few. Also, staff work on other duties not necessarily classified as preventative or reactive but necessary in order to keep the systems running. Below are duties that staff work on that reduces the number of staff hours allocated for preventative maintenance.

**Water Rounds** - Water rounds are comprised of a certified operator, checking each of our potable pumping and storage facilities. This is done daily and is a requirement per our Drinking Water Permit. Rounds also include running standby generators at each site monthly, checking and calibrating online water quality analyzers, recording pumping levels, flows, performing chemical dosage drawdowns, and maintaining CL2 pumps and levels.

<b>Number or Staff Required</b>	<b>Total Work Hours per Year Needed</b>
1	2,080

**Distribution Samples** - 40 bacteriologic samples per month are required by the State to be taken throughout the MCWD's distribution system to provide confirmation that safe drinking water is being provided to customers. This task is done on Monday or Tuesday following a District approved holiday.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
1	260

**Backflow Program** - MCWD maintains a backflow program which consists of maintaining, testing and repairing MCWD owned backflows as well as ensuring all private backflows are tested and maintained. This program also conducts cross connections surveys to determine the degree of hazard and whether a backflow prevention assembly needs to be installed.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
1	1,040

**USA Markings** - MCWD must mark all their underground utilities whenever a contractor calls in for an underground service alert (USA) to prevent them from damaging our lines. The volume of markings depends on the current construction demand and the size of the job.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
1	1,040

**Sewer Rounds** - Sewer rounds are comprised of an operator checking each of our sewer lift stations and the abandoned Ord Wastewater Treatment Plant. This work should be done daily to ensure each lift station is properly functioning. Rounds also include running standby generators at each site monthly, recording pumping levels, flows, and washing and pumping down the inside of each wetwell to prevent excess grease from forming.

<b>Number or Staff Required</b>	<b>Total Work Hours per Year Needed</b>
1	2,080

**Fats, Oil, Grease (FOG) Inspections** - FOG inspections are done bi-annually at 102 different locations. The purpose of these inspections is to ensure that businesses are staying compliant with their grease interceptors/traps. Keeping businesses in compliance helps reduce the amount of grease within MCWD sewer mains, thus reducing SSO's.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
1	240

**Vehicle Maintenance** - Operators are to maintain each of their own vehicles for cleanliness and to ensure that they are properly stocked. Also, the Operators will maintain the District's small and heavy equipment as well. O & M is responsible for the fleet of the District's 22 light and small duty vehicles and 10 larger duty and heavy equipment.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
11	832

**Lot Maintenance** - The District still maintains old well lots and other vacant lots which they must routinely spray, pick up garbage, and maintain throughout the year.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
1	160

**Beach Sand** – Operators must, at a minimum on a quarterly basis, move sand that accumulates at the Beach office with a Skid Steer. They use a broom attachment to sweep up the parking lot area, to maintain a slip free environment.

<b>Number or Staff Required</b>	<b>Total Work Hours per year Needed</b>
1	128

<b>Total Staff Hours</b>
<b>7,860</b>

### Section 13. Total Hours Needed for Preventative and Other Duties Excluding Reactive Tasks

<b>Total Staff Hours Required</b>	<b>Total number of System Operators Required*</b>	<b>Total Number of Maintenance Mechanics Required*</b>
<b>24,352</b>	12	
<b>1,290</b>		1

\*Based on 2,080 hour work year.

### Section 14. Current Approved Positions

The following table represents the current funded position within the Operations and Maintenance Department as of March 2022.

Table 10

<b>POSITION</b>	<b>FUNDED AMOUNT</b>
<b>OPERATIONS AND MAINTENANCE MANAGER</b>	1
<b>OPERATIONS AND MAINTENANCE SUPERVISOR</b>	1
<b>ADMINSTRATIVE ANALYST</b>	1
<b>ELECTRICAL/MECHANICAL TECHNICIAN</b>	1
<b>LEAD OPERATOR</b>	2
<b>SYSTEM OPERATOR I/II</b>	12
<b>MAINTENANCE WORKER*NON OPERATIONS</b>	1
<b>GRAND TOTAL</b>	19

### Section 15. District Large Fleet and Equipment

It takes specialized equipment in order to maintain a water and sewer system. Equipment such as combination-hydro cleaners and valve turning machines are used for both preventative and

reactive maintenance work. The following Table 11 shows the District’s large fleet and heavy equipment with regards to the age, lifespan and typical replacement costs.

Table 1

<b>Vehicle</b>	<b>Year</b>	<b>Lifespan</b>	<b>Replacement Cost</b>
<b>Ford CCTV Van</b>	2015	10-15	\$175,000
<b>Ford F-550 Valve Truck</b>	2011	15	\$150,000
<b>Vactor Ramjet</b>	2021	15	\$300,000
<b>Vactor Combination Hydro-Cleaner</b>	2020	15	\$475,000
<b>Caterpillar 414E Loader</b>	2007	15-20	\$125,000
<b>John Deere Backhoe</b>	2021	15-20	\$140,000
<b>Ford F450 Dump Truck</b>	2020	10-15	\$75,000
<b>Ford F250 Crane Truck</b>	2005	10-15	\$75,000
<b>Caterpillar DP25 Forklift</b>	1998	25	\$35,000
<b>John Deere 329D Skid Steer</b>	2012	15-20	\$75,000

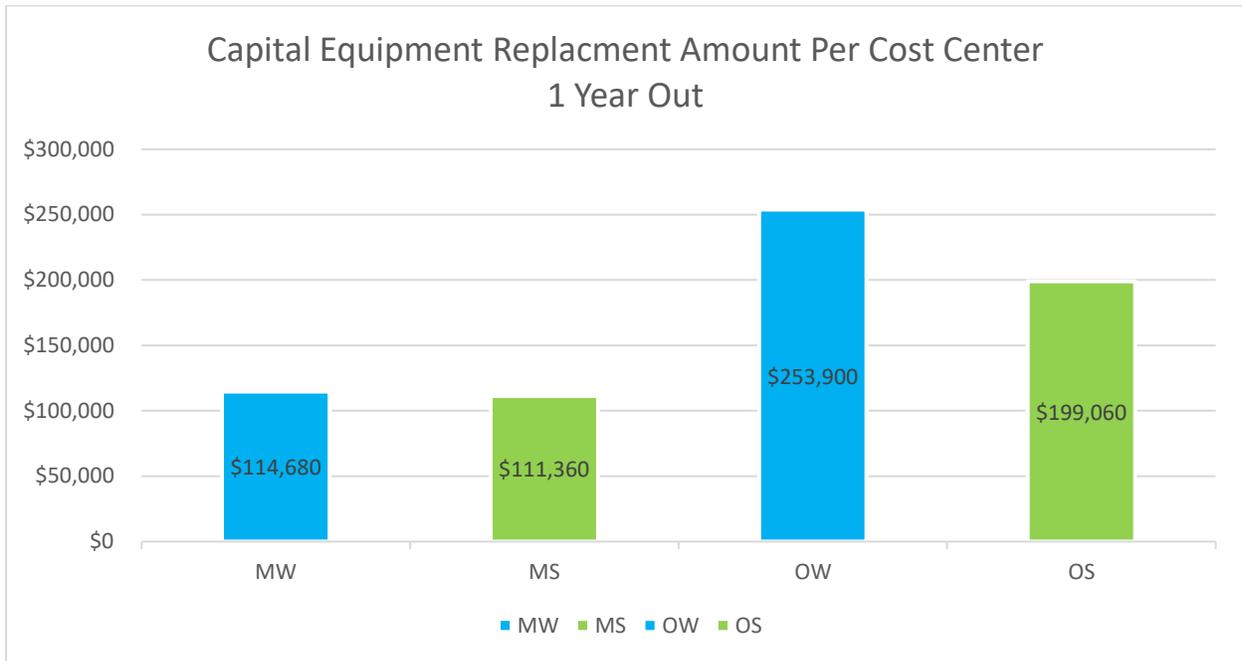
## Section16. Capital Equipment

The following Tables 12 and 13 details what capital equipment should be replaced or installed for the water and sewer systems within each cost center. Table 12 represents an immediate need and should be replaced, repaired or rehabilitated within the next year. Table 13 is a projection for years 2-5.

**1 Year Out**

Table 12

<b>Equipment</b>	<b>Location</b>	<b>Reason</b>	<b>Cost Center</b>	<b>Estimate Cost</b>
<b>Replacement Generator for D Booster</b>	D Booster	Generator is reaching the end of its useful life	OW	\$80,000
<b>Service Truck-Sewer</b>	Corp. Yard	O & M currently does not have a service truck in their fleet	MW, OW	\$180,000
<b>Service Truck-Water</b>	Corp. Yard	O & M currently does not have a service truck in their fleet	MS, OS	\$180,000
<b>Vertical Turbine Motor</b>	Well 11	Motor is reaching the end of its useful life	MW	\$38,000
<b>Vertical Turbine Motor</b>	Well 29	Motor is reaching the end of its useful life	OW	\$41,000
<b>MCC Replacement</b>	Wittenmyer Lift Station	Current MCC has reached its useful life	OS	\$29,000
<b>MCC Replacement</b>	Hodges Lift Station	Current MCC has reached its useful life	OS	\$29,000
<b>GPR Unit</b>	Corp. Yard	To replace failing GPR unit	MW,MS, OW, OS	\$35,000
<b>Mini Excavator</b>	Corp. Yard	To dig in tight places	MW,OW,MS, OS	\$67,000

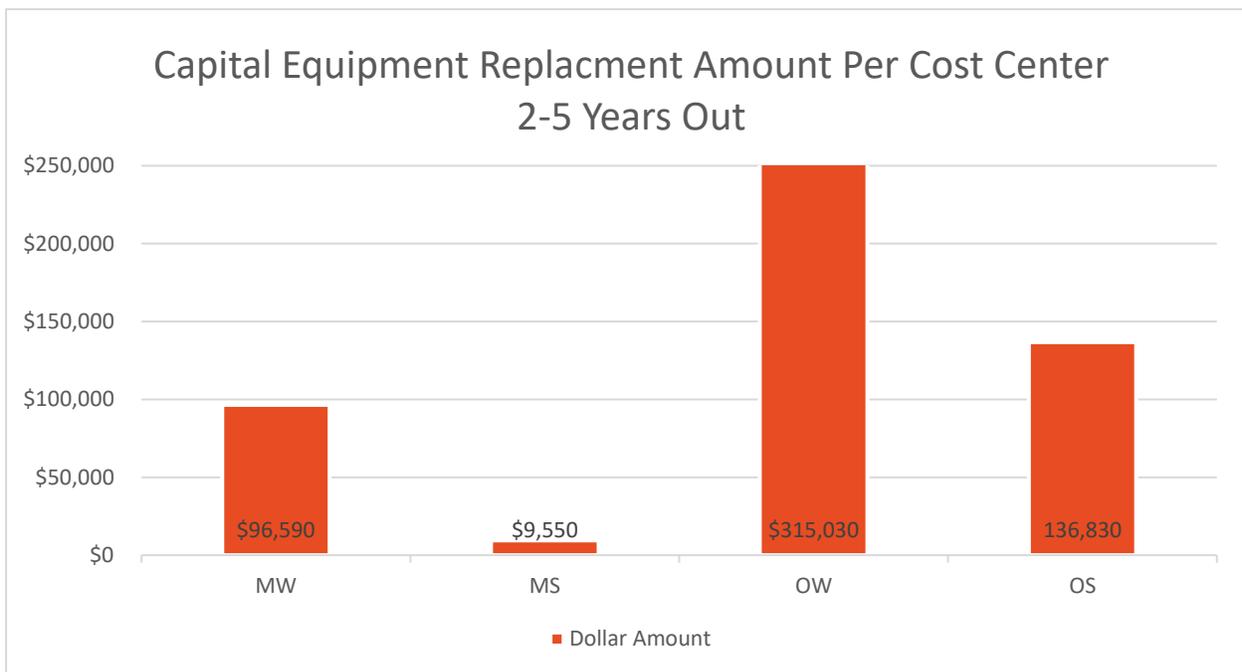


**2-5 Years Out**

Table 13

<b>Equipment</b>	<b>Location</b>	<b>Reason</b>	<b>Cost Center</b>	<b>Estimate Cost</b>
<b>Valve Insertion Tool &amp; Stock of Valves</b>	Corp. Yard	To allow O & M to install valves under pressure on existing mains.	MW, OW	\$175,000
<b>ATS Replacement</b>	Hodges Lift Station	ATS has reached useful lifespan	OS	\$25,000
<b>ATS Replacement</b>	Wittenmyer Lift Station	ATS has reached useful lifespan	OS	\$25,000
<b>New Flygt Pumps</b>	Hodges Lift Station	Pumps have reached its useful life	OS	\$32,000
<b>MCC and Pump Replacement</b>	D Booster	One pump is currently undersized and needs to be replaced	OW	\$80,000
<b>Airfield Lift Station New Flygt Pumps</b>	Airfield Lift Station	Flygt pumps have reached their useful life	OS	\$30,000

<b>Safety hatch system for lift stations</b>	Hodges LS, Wittenmyer LS, Airfield LS, Crescent LS, San Pablo LS, Dunes LS, East Garrison LS, Giggling Lift Station	Fall protection for workers	MS, OS	\$56,000
<b>Forklift Replacement</b>	Corp. Yard	To meet Carb Regulations	MW, MS,OW,OS	\$35,000
<b>Bulldozer Loader Replacement</b>	Corp. Yard	To meet Carb Regulations	MW, MS,OW,OS	\$100,000



## Section 17. MCWD Staffing Levels Compared to other Public Agencies

The following tables represent the staffing levels of other agencies compared to MCWD. These agencies were chosen as they were used in a 2018 class and compensation comparative with the District. The data compiled is from 2018 and it uses each agency's information located on their respective website, regarding staffing levels and their system sizes and configurations. Data was pulled by looking through their adopted budget, organizational charts, system information pages and their consumer confidence reports. Comparing staffing levels to other agencies is a complicated task, since no agency's system is alike. Included in the tables are the number of pumping facilities each agency has, as well as if there is a Water Treatment Plant. The agencies that do have a Water Treatment Plant have dedicated treatment plant staff. However, these staff members typically also take care of the agencies other production facilities (well sites, pumping stations, storage reservoirs). MCWD does not currently have a Water Treatment Plant, but the District's System Operators do take care the District's water wells and pumping facilities. A common method when comparing staffing levels is to look at staffing levels in relationship to the total length of mains. Since each agency has a wide variety of job descriptions, jobs were grouped for the ease of comparing into seven categories: Managers, Superintendents, Supervisors, Collections Operators, Electrical/Mechanical staff, Field Maintenance, and System Operators. System Operators are combined with Distribution and Treatment, since treatment staff in these compared agencies work on distribution production sites. MCWD's System Operators are unique as they perform a very wide range of duties: Water Distribution/Production, Collection Systems Operations and maintenance. Due to their unique classification for the use of comparing, the District's System Operators are all grouped into the column, System Operators.

When comparing total staff with the length of pipe, MCWD is approximately 11 miles of pipe per employee over the average of all compared agencies. This equates to approximately a shortage of 16 Operation and Maintenance personnel when compared to other agencies. While the Department has increased in size in the last few years, our service area is continuing to increase with the development of the Dunes, Sea Haven, and East Garrison. This equates to many more miles of pipe to take care of.

Table 14

Agency	Miles of H2O Pipe	Miles of Sewer Pipe	Total miles of pipe	Number of Wells	Number of Storage Reservoirs	Number of Pump Stations	Has Treatment Plant	Number of Sewer Lift Stations
<b>Goleta Water District</b>	270	0	270	9	8	*	Yes	0
<b>Montecito Water District</b>	114	0	114	12	*	3	No	0
<b>North Marin Water District</b>	342	5	347	3	58	39	Yes	0
<b>San Lorenzo Valley Water District</b>	185	0	185	7	46	*	Yes	0
<b>Soquel Creek Water District</b>	166	0	166	17	18	*	Yes	0
<b>South Coast Water District</b>	158	140	298	0	13	9	No	13
<b>Yorba Linda Water District</b>	160	286	428	10	14	12	No	1
<b>Marina Coast Water District</b>	215	162	377	7	8	6	No	20

\*Unable to find data

Table 15

Agency	O & M Managers	Superintendents	O & M Supervisors	Collections Operators	Elect/Mech	Field Maintenance	System Operators (treatment or Distribution)	Total Employees	Miles of pipe per employee
<b>Goleta Water District</b>	1	2	0	0	0	13	11	27	10.00
<b>Montecito Water District</b>	1	2	0	0	0	7	4	14	8.14
<b>North Marin Water District</b>		2	0	0	0	11	13	26	13.35
<b>San Lorenzo Valley Water District</b>	1	0	2	0	2	7	7	19	9.74
<b>Soquel Creek Water District</b>	1	0	2	0	1	6	4	14	11.86
<b>South Coast Water District</b>	1	0	2	11	3	0	10	27	11.04
<b>Yorba Linda Water District</b>	1	2	0	0	2	25	5	35	12.23
<b>Average</b>								23.14	11.16
<b>Marina Coast Water District</b>	1	0	1	0	1	0	14	17	22.17

## Section 18. Recommendations

### **Asset Management Improvements**

Due to the amount of missing data for the District's assets, it is recommended that the District continue to actively attribute their assets within the GIS and CMMS to allow staff to actively track assets, and setup a preventative maintenance and replacement program against them. Linear assets are going to be much more time intensive to attribute and may take years to complete since they are not easily able to be visually inspected. Staff is currently working on incorporating all major vertical assets within the District's GIS. Once all vertical assets are in the District's GIS, it is recommended that the District setup an asset management plan to address maintenance and replacement of the District's assets. This plan will help to extend the life of assets to their full usefulness and will help to create a schedule for replacements of assets that are near the end of their useful life or are potentially about to critically fail.

### **Staffing Levels to Maintain District Assets**

Currently, Operations and Maintenance has 16 field personnel, which includes a field working Operations and Maintenance Supervisor. Preventative and other required duties require 12 System Operators and 1 Electrical/ Mechanical worker for a total of 13 staff members. When factoring in time off allowed for staff, there must be a deduction of approximately one full time position as staff time off equals over 2080 hours combined within a calendar year. This leaves the District with two operator positions for any reactive or special projects. Due to the age, and complexity of the systems, many special projects and reactive duties are required to keep the systems operating efficiently, thus further reducing the available staff for preventative and other required duties further.

Therefore, it is my recommendation that over the course of the next two years, the District perform a rate and staff study to properly ensure that the District has the Operational staff to fulfill all preventative and reactive duties.

**Marina Coast Water District  
Agenda Transmittal**

**Agenda Item:** 8-E

**Meeting Date:** March 21, 2022

**Prepared By:** Kelly Cadiente

**Approved By:** Remleh Scherzinger

**Agenda Title:** Adopt Resolution No. 2022-09 to Approve the Second Amendment to the Loan Agreement with PNC Bank (formerly BBVA Mortgage Corporation) for Interim Financing of the Regional Urban Water Augmentation Recycled Water Pipeline and Distribution System

**Staff Recommendation:** The Board of Directors adopt Resolution No. 2022-09 to approve the second amendment to the loan agreement with PNC Bank for interim financing of the Regional Urban Water Augmentation Project (RUWAP) pipeline.

**Background:** *Strategic Plan, Mission Statement – We provide our customers with high quality potable and recycled water, wastewater collection and conservation services that are safe, affordable, reliable and sustainable, through planning, management and the development of water resources in an environmentally sensitive manner.*

The District submitted a Financial Assistance Application for a State Revolving Fund (SRF) Loan to the State Water Resources Control Board (SWRCB) to finance the costs of constructing certain transmission and distribution pipelines and other infrastructure associated with the RUWAP Pipeline. The SWRCB awarded the District two separate loans for the project, one for the transmission pipeline and the other for the distribution system. Due to SRF loan draws being funded on a reimbursement basis, interim financing is required to cash flow anticipated costs in connection with the engineering, design, and construction of the recycled water transmission pipeline and distribution system. With assistance from the District's Financial Advisor, Fieldman Rolapp & Associates (FRA), staff issued a Request for Proposals (RFP) to Provide Bank Financing for a Revolving Line of Credit (RLOC) in the amount of \$13 million. On May 15, 2017, the Board adopted Resolution No. 2017-31 authorizing a Revolving Line of Credit Agreement (Agreement) with BBVA of up to \$16 million. On July 17, 2017, the Board adopted Resolution No. 2017-46 approving documents and actions related to the loan agreement with BBVA.

Due to the delay in the start-up of the Distribution System portion of the RUWAP, there is a need to extend the interim financing term in order to maintain cash-flow needs for the project. On July 20, 2020, the Board adopted Resolution No. 2020-45 to amend the Loan Agreement with BBVA. The current amended terms of the Agreement consist of:

- Loan proceeds of up to \$8,000,000 during Stage 1 (period between execution of the Agreement and the execution of the initial funding agreement with respect to the State Loan, and up to \$8,000,000 during Stage 2 (period beginning upon the termination of Stage 1 and continuing until the termination of the Agreement).
- Additional 18-month term with a maturity date of March 31, 2022.
- Imposed 1% floor on the index given the current uncertainty in the marketplace.
- Tax-exempt variable interest rate at .79% of 1-month Libor (in line with tax reform change that occurred January 1, 2018, which changed the corporate tax rate from 35% to 21%) plus a spread of 1.25% (125 basis points).
- Change in rate index to an alternative index rate recommended by the Federal Reserve Board and/or the Federal Reserve Bank of New York if and when LIBOR is discontinued.

**Discussion/Analysis:** Due to the use of Fort Ord Reuse Authority (FORA) contributions and Proposition 1 Integrated and Regional Water Management (IRWM) grant funds on the RUWAP Distribution project, the District has approximately \$2.5 - \$3 million of SRF funds available to complete more of the distribution system. District staff has been working with the State and they have tentatively approved a contract extension for the RUWAP Distribution System. However, this creates a need to extend the interim financing term in order to maintain cash-flow needs for the project. Because of the impending RLOC maturity date of March 31, 2022, District staff and FRA contacted PNC Bank to request an amendment to the RLOC to March 31, 2023, which coincides with the tentatively amended construction completion date within the SRF Loan Agreement. PNC was open to extending the RLOC but indicated that they would not be able to complete the amendment to the RLOC by March 31, 2022, but indicated that they would be able to complete a 90-day extension to give both the District and PNC Bank the time to complete an amendment with the longer term extension. The second amendment to the Agreement for the 90-day extension includes the terms as follows:

- Loan proceeds of up to \$8,000,000 during Stage 1 (period between execution of the Agreement and the execution of the initial funding agreement with respect to the State Loan, and up to \$8,000,000 during Stage 2 (period beginning upon the termination of Stage 1 and continuing until the termination of the Agreement).
- Additional 90-day term with a maturity date of June 29, 2022.
- No imposed floor on the index.
- Tax-exempt variable interest rate at 79% of the 30-day Bloomberg Short-Term Bank Yield (BSBY) index plus a spread of 0.85% (85 basis points).
- Included language for the replacement of BSBY, if the index is no longer available

All other terms in the currently amended Agreement would stay in effect.

The estimated costs for the RLOC amendment include PNC Bank Counsel for drafting documents and legal review (\$5,000), Fieldman and Rolapp for staff assistance and review (NTE \$4,000), and Jones Hall for District Special Counsel review and Tax Opinion documents (\$2,500) for a total of \$11,500.

Staff, therefore, recommends the Board approve the second amendment to the loan agreement with PNC Bank for interim financing of the Regional Urban Water Augmentation Project (RUWAP) distribution system.

**Environmental Review Compliance:** None.

**Financial Impact:**  Yes  No **Funding Source/Recap:** Amendment funded by loan draws funded through the RW-0174 RUWAP Distribution Project Budget.

**Other Considerations:** None

**Material Included for Information/Consideration:** Resolution No. 2022-09, First Amendment to Loan Agreement, and Second Amendment of the Loan Agreement.

**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 \_\_\_\_\_

March 21, 2022

Resolution No. 2022-09  
Resolution of the Board of Directors  
Marina Coast Water District

Approving Documents and Actions Relating to the Second Amendment to Loan Agreement with PNC Bank, National Association, for the Interim Financing of the Regional Urban Water Augmentation Project Recycled Water Pipeline and Distribution System

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), regular meeting duly called and held on March 21, 2022, via a video conference pursuant to Governor Newsom’s Executive Order N-29-20, as follows:

WHEREAS, the Marina Coast Water District (the “District”) owns and operates certain facilities and property for the supply, treatment, and distribution of water and the collection, treatment and disposal of wastewater (collectively, the “Enterprises”); and,

WHEREAS, in order to provide financing for the construction of the Regional Urban Water Augmentation Project (RUWAP) recycled water pipeline project (the “Project”), the District has previously received a loan from the California State Water Resources Control Board (the “State Loan”); and,

WHEREAS, in order to provide interim financing for the Project, the District has previously entered into a Loan Agreement dated as of April 1, 2017 (the “2017 Loan Agreement”), between the District and Compass Mortgage Corporation, under which Compass Mortgage Corporation has agreed to provide funding for the Project; and,

WHEREAS, BBVA Mortgage Corporation, as successor to Compass Mortgage Corporation, has previously extended the term of the 2017 Loan Agreement pursuant to a First Amendment to Loan Agreement dated as of July 1, 2020 (the “First Amendment”); and,

WHEREAS, the District has determined that it is in the public interest at this time to continue to provide interim financing for the Project by extending the term of the 2017 Loan Agreement to June 29, 2022, pursuant to a Second Amendment to Loan Agreement (the “Second Amendment”) between the District and PNC Bank, National Association (the “Lender”), as successor to Compass Mortgage Corporation and BBVA Mortgage Corporation; and,

WHEREAS, the District is authorized to enter into the 2017 Loan Agreement, the First Amendment, and the Second Amendment under Section 31300 of the California Water Code; and,

WHEREAS, as provided in the 2017 Loan Agreement, as amended, the Loan will be payable from and secured by a pledge of and lien on the net revenues derived from the Enterprises on a parity with other outstanding obligations of the District and by a pledge of and lien on (i) money received under a Reimbursement Agreement for Advanced Water Treatment Phase 1 and Product Water Conveyance Facilities of the RUWAP Recycled Project, and (ii) money received under the State Loan; and,

WHEREAS, the Board of Directors of the District wishes at this time to approve all financing documents and official actions required to implement the foregoing transactions, for the public purposes of the District.

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

**Section 1. Approval of Second Amendment to Loan Agreement.** The Board of Directors hereby approves the Second Amendment to Loan Agreement for the purpose of providing continued interim financing for the Project. The Board of Directors hereby approves the Second Amendment to Loan Agreement in substantially the form on file with the Secretary of the Board together with any changes therein or additions thereto deemed advisable by the President, the General Manager or the Director of Administrative Services (each, an “Authorized Officer”). An Authorized Officer is hereby authorized and directed for and in the name and on behalf of the District to execute the final form of the Second Amendment to Loan Agreement, and the Secretary of the Board is hereby authorized and directed to attest the final form Second Amendment to the Loan Agreement. Execution of the Second Amendment to Loan Agreement by an Authorized Officer shall be conclusive evidence of the approval of any changes therein or additions thereto by such Authorized Officer.

**Section 2. Professional Services.** The firm of Jones Hall, A Professional Law Corporation, is hereby designated to serve as Bond Counsel to the District in connection with the financing transactions described in this Resolution. Said firm has previously been engaged by the District as bond counsel in connection with the execution and delivery of the First Amendment, which engagement shall apply with full force and effect to the execution and delivery of the Second Amendment.

**Section 3. Actions to Close the Amended Financing.** The President, the Vice President, the General Manager, the Director of Administrative Services, the Secretary of the Board, and all other officers of the District, are authorized and directed in the name and on behalf of the District to make any and all assignments, certificates, requisitions, agreements, notices, consents, instruments of conveyance, warrants and other documents, which they or any of them deem necessary or appropriate in order to consummate any of the transactions contemplated by the agreements and documents approved under this Resolution. Whenever in this resolution any officer of the District is authorized to execute or countersign any document or take any action, such execution, countersigning or action may be taken on behalf of such officer by any person designated by such officer to act on his or her behalf in the case such officer is absent or unavailable.

**Section 4. Effective Date.** This resolution shall take effect from and after the date of approval and adoption thereof.

PASSED AND ADOPTED on March 21, 2022, 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. 2022-09 adopted March 21, 2022.

\_\_\_\_\_  
Remleh Scherzinger

## FIRST AMENDMENT TO LOAN AGREEMENT

This FIRST AMENDMENT TO LOAN AGREEMENT (this “First Amendment”), dated as of July 1, 2020 is by and between BBVA MORTGAGE CORPORATION, an Alabama corporation, as successor to Compass Mortgage Corporation, an Alabama corporation, with all right and authority to conduct business in the State of California (the “Lender”), and the MARINA COAST WATER DISTRICT, a county water district organized and existing under the laws of the State of California (the “District”), and amends that certain LOAN AGREEMENT, dated as of August 1, 2017 (the “Original Agreement” and, together with this First Amendment, the “Agreement”).

### RECITALS

**WHEREAS**, the District and the Lender previously entered into the Original Agreement to provide moneys to the District to partially finance the construction of a recycling pipeline project (the “Project”); and

**WHEREAS**, the District intends to repay the principal received under the Original Agreement, together with interest thereon, from: (i) moneys received under a Reimbursement Agreement for Advanced Water Treatment Phase 1 and Product Water Conveyance Facilities of the RUWAP Recycled Project, and (ii) moneys received under a loan from the California State Water Resources Control Board (the “State Loan”); and

**WHEREAS**, the moneys under the State Loan were expected to be available by August, 2020; and

**WHEREAS**, because of a delay in the construction of the Project, the moneys under the State Loan are now expected to be available by March, 2022; and

**WHEREAS**, the District and the Lender desire to enter into this First Amendment for the purpose of extending the term of the Agreement through March, 2022, and making certain other related changes;

**NOW, THEREFORE**, the District and the Lender, for and in consideration of the promises of other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, hereby consent and agree as follows:

**SECTION 1.** This First Amendment hereby incorporates by reference all terms and conditions set forth in the Original Agreement unless specifically modified by this First Amendment. All terms and conditions set forth in the Original Agreement which are not specifically modified by this First Amendment shall remain in full force and effect.

**SECTION 2.** The capitalized terms set forth in this First Amendment not otherwise defined herein shall have the meanings set forth in the Original Agreement.

**SECTION 3.** Section 1.1 of the Original Agreement is hereby amended to revise and add the following definitions as follows:

“LIBOR” means, as of any date of determination, the London Interbank Offered Rate, as determined by ICE Benchmark Administration Limited (or any successor or substitute therefor

acceptable to Lender) for U.S. dollar deposits for a one-month period (the "Reference Period"), as obtained by Lender from Reuter's, Bloomberg or another commercially available source as may be designated by Lender from time to time (the "Screen Rate"), as of the date that is two (2) Business Days before each Loan Payment Date; provided that such rate (or any then-current Benchmark) may be adjusted from time to time in Lender's sole discretion for then-applicable reserve requirements, deposit insurance assessment rates and other regulatory costs. If the Screen Rate is less than zero, it shall be deemed to be zero. The Screen Rate shall be re-set effective as of each Loan Payment Date but shall initially be determined as if July 28, 2020 were a Loan Payment Date. As used herein, "Benchmark" means LIBOR or any Benchmark Replacement (as defined below) that has become effective in accordance herewith, as applicable.

"Loan" means the loan of up to \$8,000,000 outstanding during Stage 1 and up to \$8,000,000 outstanding during Stage 2, as of any date made pursuant to this Loan Agreement.

"Maturity Date" shall be March 31, 2022.

"Parity Debt" means the Loan and corresponding Loan Payments, the 2015 Bonds, the installment payments owed in connection with the 2019 Certificates, and all other bonds, notes, loan agreements, installment sale agreements, leases, or other obligations of the District which are or will be payable from and secured by a pledge of and lien upon any of the Net Revenues issued or incurred on a parity with the Loan, issued in accordance with Section 5.13 hereof.

"2019 Certificates" means the District's Enterprise Revenue Certificates of Participation, Series 2019."

**SECTION 4.** Section 4.2 of the Original Agreement is hereby amended to read, in its entirety, as follows:

**"Repayment of the Loan.** The District hereby agrees to repay the Principal Components of the Loan in the aggregate principal amount of up to \$8,000,000 outstanding on any date during Stage 1 and of up to \$8,000,000 outstanding on any date during Stage 2, by no later than the Maturity Date, together with all Interest Components when due. Such repayment shall be made from Net Revenues and RUWAP Funds during Stage 1 and from RUWAP Funds and State Loan Proceeds during Stage 2. The outstanding Principal Components shall bear interest at a variable rate equal to 79.01% of the 30-Day LIBOR plus 1.25% (125 basis points)  $[(79.01\% \times 30\text{-Day LIBOR} + 1.25\%)]$ , identified by the Lender to the District (except during any period during which interest is payable at the Loan Payment Default Rate or the Taxable Rate), based on twelve thirty-day months. For purposes of calculating the foregoing, it is hereby agreed that the 30-Day LIBOR shall be no less than 1.00%.

Interest Components are to be paid monthly on each Loan Payment Date. The Interest Rate shall reset on the first Business Day of each month beginning on October 1, 2017. The Lender shall send an invoice to the District not less than twenty (20) days prior to each Loan Payment Date stating the amount due on such Loan Payment Date. If the amount of outstanding Principal Components changes after an invoice is sent but prior to the applicable Loan Payment Date, the invoice relating to the following Loan Payment Date shall account for any changes in interest owed as the result of such change in the amount of outstanding Principal Components. The District may prepay all Principal Components in accordance with Sections 3.4, 3.5 or 3.6 at least twenty (20) days prior to the Maturity Date, but all Principal Components outstanding on the Maturity Date shall be immediately due and payable on the Maturity Date.

Anything to the contrary in this Loan Agreement notwithstanding, from and after a Date of Taxability following a Determination of Taxability, the Loan shall bear interest at a taxable rate, as provided in Section 5.21 hereof.

Anything to the contrary in this Loan Agreement notwithstanding, ten (10) days after the failure to timely make a payment due hereunder, the Loan shall bear interest at the Loan Payment Default Rate, as provided in Section 4.7 hereof.

So long as the Loan is owned by BBVA Mortgage Corporation, all principal and interest payments with respect to the Loan shall be made by wire transfer using the following wiring instructions (unless the District shall receive subsequent wiring instructions from BBVA Mortgage Corporation or Assignee, as the case may be):

Payments by wire:  
BBVA USA  
ABA#: 113010547  
For Credit to: GL No. 90124099  
Loan Name: Marina Coast  
BBI: DO NOT POST. CONTACT LDFC  
LDFCPublicFinance.us@BBVA.com  
Reference: LDFC Public Finance”

**SECTION 5.** Section 4.6 of the Original Agreement is hereby amended to read, in its entirety, as follows:

**“Section 4.6 Replacement of LIBOR.** Notwithstanding anything to the contrary herein:

(a) If Lender, in its sole discretion, determines as to LIBOR that for any reason:

(i) such rate is not available or is no longer being published, or adequate and reasonable means otherwise do not exist for ascertaining such rate,

(ii) such rate’s administrator or any relevant agency or authority (including such administrator’s regulatory supervisor or the U.S. Federal Reserve System) has announced that such rate will no longer be published, permanently or indefinitely (unless, at the time of such announcement, there is a successor administrator that will continue to provide such rate) (a “Termination Announcement”), or the regulatory supervisor of such rate’s administrator has announced that such rate is no longer representative,

(iii) it has become impractical or unlawful for Lender to maintain the credit referenced herein based on such rate,

(iv) such rate does not adequately and fairly reflect the effective cost to Lender of making or maintaining the credit referenced herein, or

(v) single-lender or syndicated U.S. dollar loans are being documented or amended to use a substitute or replacement for such rate,

Lender may, in its sole discretion, substitute for such rate an alternative index rate (a “Benchmark Replacement”) (which may include, or to which Lender may add, a spread adjustment,

which may be a positive or negative value or zero (a “Spread Adjustment”), giving due consideration to any selection or recommendation of an alternative index rate and/or spread adjustment (or mechanism for determining such a rate and/or adjustment) by the Federal Reserve Board and/or the Federal Reserve Bank of New York (the “FRB/NYFRB”), or any committee officially endorsed or convened by the FRB/NYFRB, and/or any evolving or prevailing market conventions; provided that (A) if a condition arises under clause (a)(i) above, then if and for so long as Lender in its sole discretion determines that such condition is likely to be temporary, Lender may substitute for LIBOR a value or rate (which may include, or to which Lender may add, a Spread Adjustment) on a temporary basis without limiting its right to reinstate LIBOR (or to substitute and implement a Benchmark Replacement) thereafter, and (B) a Benchmark Replacement based solely on a Termination Announcement will not take effect earlier than the 90th day before the expected date of the then-current Benchmark’s non-publication as of such announcement; and

(b) in connection with the implementation of any Benchmark Replacement, Lender may in its sole discretion from time to time make any technical, administrative or operational changes that it decides may be appropriate to reflect the adoption and implementation of such Benchmark Replacement, including any Spread Adjustment, which may include, among other things, changes affecting the calculation method, the Reference Period or the timing or frequency of determining rates and/or making payments, and/or incorporating any floor corresponding to any floor on or relating to LIBOR (collectively, “Conforming Changes”); any amendments implementing such Conforming Changes will become effective without any further action or consent from the District or any other person.”

**SECTION 6.** A section 4.8 is added to the Original Agreement as follows:

**“Section 4.8 Notification and Limitation of Liability – LIBOR and Related Matters.** LIBOR is derived from the London Interbank Offered Rate, which is currently administered by ICE Benchmark Administration Limited (“IBA”). The U.K. Financial Conduct Authority announced in July 2017 that, after December 31, 2021, it would no longer persuade or compel contributing banks to make rate submissions to IBA. As a result, it is possible that LIBOR may no longer be available after such date or may no longer be deemed an appropriate reference rate upon which to determine the interest rate. The provisions above permit Lender to determine an alternative rate of interest in the event that LIBOR (or any then-current Benchmark) is no longer available or in other specified circumstances, and to make changes to give effect to any Benchmark Replacement. Neither Lender nor any affiliate of Lender warrants or accepts any responsibility for, or will have any liability with respect to (i) the administration or submission of, or any other matter related to, LIBOR (or any component thereof) or any Benchmark Replacement (or any component thereof), including, without limitation, whether any Benchmark Replacement, as it may or may not be adjusted hereunder, will have the same value as, or be economically equivalent to, LIBOR or any other Benchmark that is replaced or (ii) the effect, implementation or composition of any Conforming Changes as defined above.

**SECTION 7.** Section 7.1 is hereby amended, in its entirety, to read as follows:

**“Section 7.1 Notices.** All written notices under this Loan Agreement shall be given by first class mail or personal delivery to the party entitled thereto at its address set forth below, or at such address as the party may provide to the other party in writing from time to time. Notice is effective either (a) upon transmission by facsimile transmission, (b) upon actual receipt after deposit in the United States mail, postage prepaid, or (c) in any other case, upon actual receipt. The District or the

Lender may, by written notice to the other parties, from time to time modify the address or number to which communications are given hereunder.

If to the District: Marina Coast Water District  
11 Reservation Road  
Marina, California 93933  
Attention: General Manager  
Fax: (831) 883-5995

If to the Lender: BBVA Mortgage Corporation  
8333 Douglas Avenue, 2nd Floor  
Dallas, Texas 75225  
Attention: LD&FC Public Finance  
Email: [ldfcpublicfinance.us@bbva.com](mailto:ldfcpublicfinance.us@bbva.com)

With a copy to: BBVA Compass  
1333 N. California Blvd., Suite 315  
Walnut Creek, California 94596  
Attention: Henning J. Mathew

**SECTION 8.** To reflect that BBVA Mortgage Corporation, an Alabama corporation, has succeeded to the rights and interests of Compass Mortgage Corporation under the Original Agreement, all references to “Compass Mortgage Corporation” in the Original Agreement shall instead refer to BBVA Mortgage Corporation.

**SECTION 9.** This First Amendment shall become effective upon its execution and delivery.

**SECTION 10.** This First Amendment may be executed in several counterparts, each of which shall be deemed as an original, all of which shall constitute but one of the same instrument.

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be duly executed and acknowledged all as of the day and year first above written.

**MARINA COAST WATER DISTRICT**

By:   
Authorized Officer

**BBVA MORTGAGE CORPORATION, as  
successor to Compass Mortgage Corporation, as  
Lender**

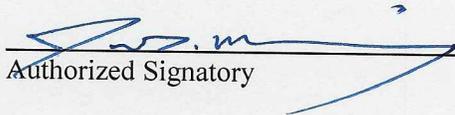
By: \_\_\_\_\_  
Authorized Signatory

IN WITNESS WHEREOF, the parties hereto have caused this First Amendment to be duly executed and acknowledged all as of the day and year first above written.

**MARINA COAST WATER DISTRICT**

By: \_\_\_\_\_  
Authorized Officer

**BBVA MORTGAGE CORPORATION, as  
successor to Compass Mortgage Corporation, as  
Lender**

By:  \_\_\_\_\_  
Authorized Signatory

## SECOND AMENDMENT TO LOAN AGREEMENT

This SECOND AMENDMENT TO LOAN AGREEMENT (this “Second Amendment”), dated as of \_\_\_\_\_ 1, 2022 is by and between PNC BANK, NATIONAL ASSOCIATION (formerly known as BBVA Mortgage Corporation), a national banking association, as successor to Compass Mortgage Corporation, an Alabama corporation, with all right and authority to conduct business in the State of California (the “Lender”), and the MARINA COAST WATER DISTRICT, a county water district organized and existing under the laws of the State of California (the “District”), and amends that certain LOAN AGREEMENT, dated as of August 1, 2017 (the “Original Agreement”) as amended by that certain FIRST AMENDMENT TO LOAN AGREEMENT, dated as of July 1, 2020 (the “First Amendment” and together with the Original Agreement and this Second Amendment, the “Agreement”), each by and between the Lender and the District.

### RECITALS

**WHEREAS**, the District and the Lender previously entered into the Original Agreement to provide moneys to the District to partially finance the construction of a recycled pipeline project (the “Project”); and

**WHEREAS**, the District intends to repay the principal received under the Original Agreement, together with interest thereon, from: (i) moneys received under a Reimbursement Agreement for Advanced Water Treatment Phase 1 and Product Water Conveyance Facilities of the RUWAP Recycled Project, and (ii) moneys received under a loan from the California State Water Resources Control Board (the “State Loan”); and

**WHEREAS**, the District and the Lender previously entered into the First Amendment for the purpose of extending the term of the Agreement through March 31, 2022, and making certain other related changes; and

**WHEREAS**, the District and the Lender desire to enter into this Second Amendment for the purpose of extending the term of the Agreement through June 29, 2022, and making certain other related changes; and

**NOW, THEREFORE**, the District and the Lender, for and in consideration of the promises of other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, hereby consent and agree as follows:

**SECTION 1.** This Second Amendment hereby incorporates by reference all terms and conditions set forth in the Original Agreement unless specifically modified by this Second Amendment. All terms and conditions set forth in the Original Agreement which are not specifically modified by this Second Amendment shall remain in full force and effect.

**SECTION 2.** The capitalized terms set forth in this Second Amendment not otherwise defined herein shall have the meanings set forth in the Original Agreement.

**SECTION 3.** Section 1.1 of the Original Agreement is hereby amended to revise and add the following definitions:

“BSBY” means the Bloomberg Short-Term Bank Yield Index.

“Business Day” means a day other than a Saturday, Sunday, or a day on which commercial banks in New York, New York are authorized or required by law to close; provided that, for the purposes of determining BSBY, the term “Business Day” shall also exclude [\_\_\_\_\_]

“Maturity Date” shall be June 29, 2022.

**SECTION 4.** The first paragraph of Section 4.2 of the Original Agreement is hereby amended to read as follows:

**“Repayment of the Loan.** The District hereby agrees to repay the Principal Components of the Loan in the aggregate principal amount of up to \$8,000,000 outstanding on any date during Stage 1 and of up to \$8,000,000 outstanding on any date during Stage 2, by no later than the Maturity Date, together with all Interest Components when due. Such repayment shall be made from Net Revenues and RUWAP Funds during Stage 1 and from RUWAP Funds and State Loan Proceeds during Stage 2. The outstanding Principal Components shall bear interest at a variable rate equal to 79.00% of the 30-Day BSBY plus 0.85% (85 basis points) [(79.00% X 30-Day BSBY + 0.85%)], identified by the Lender to the District (except during any period during which interest is payable at the Loan Payment Default Rate or the Taxable Rate), based on a year comprised of twelve thirty-day months. For purposes of calculating the foregoing, it is hereby agreed that the 30-Day BSBY shall be no less than 0.00%.”

**SECTION 5.** Section 4.6 of the Original Agreement is hereby amended to read, in its entirety, as follows:

**“Section 4.6 Replacement of BSBY.** Notwithstanding anything to the contrary herein:

- (a) If Lender, in its sole discretion, determines as to BSBY that for any reason:
  - (i) such rate is not available or is no longer being published, or adequate and reasonable means otherwise do not exist for ascertaining such rate,
  - (ii) such rate’s administrator or any relevant agency or authority (including such administrator’s regulatory supervisor or the U.S. Federal Reserve System) has announced that such rate will no longer be published, permanently or indefinitely (unless, at the time of such announcement, there is a successor administrator that will continue to provide such rate) (a “Termination Announcement”), or the regulatory supervisor of such rate’s administrator has announced that such rate is no longer representative,
  - (iii) it has become impractical or unlawful for Lender to maintain the credit referenced herein based on such rate,
  - (iv) such rate does not adequately and fairly reflect the effective cost to Lender of making or maintaining the credit referenced herein, or
  - (v) single-lender or syndicated U.S. dollar loans are being documented or amended to use a substitute or replacement for such rate,

then in such event Lender may, in its sole discretion, substitute for such rate an alternative index rate including, but not limited to, the Secured Overnight Financing Rate (a “Benchmark Replacement”) (which may include, or to which Lender may add, a spread adjustment, which may be

a positive or negative value or zero (a “Spread Adjustment”), giving due consideration to any selection or recommendation of an alternative index rate and/or spread adjustment (or mechanism for determining such a rate and/or adjustment) by the Federal Reserve Board and/or the Federal Reserve Bank of New York (the “FRB/NYFRB”), or any committee officially endorsed or convened by the FRB/NYFRB, and/or any evolving or prevailing market conventions; provided that (A) if a condition arises under clause (a)(i) above, then if and for so long as Lender in its sole discretion determines that such condition is likely to be temporary, Lender may substitute for BSBY a value or rate (which may include, or to which Lender may add, a Spread Adjustment) on a temporary basis without limiting its right to reinstate LIBOR (or to substitute and implement a Benchmark Replacement) thereafter, and (B) a Benchmark Replacement based solely on a Termination Announcement will not take effect earlier than the 90th day before the expected date of the then-current Benchmark’s non-publication as of such announcement; and

(b) in connection with the implementation of any Benchmark Replacement, Lender may in its sole discretion from time to time make any technical, administrative or operational changes that it decides may be appropriate to reflect the adoption and implementation of such Benchmark Replacement, including any Spread Adjustment, which may include, among other things, changes affecting the calculation method, the Reference Period or the timing or frequency of determining rates and/or making payments, and/or incorporating any floor corresponding to any floor on or relating to BSBY (collectively, “Conforming Changes”); any amendments implementing such Conforming Changes will become effective without any further action or consent from the District or any other person.”

**SECTION 6.** Section 4.8 is hereby deleted from the Original Agreement.

**SECTION 7.** This Second Amendment shall become effective upon its execution and delivery.

**SECTION 8.** This Second Amendment may be executed in several counterparts, each of which shall be deemed as an original, all of which shall constitute but one of the same instrument.

IN WITNESS WHEREOF, the parties hereto have caused this Second Amendment to be duly executed and acknowledged all as of the day and year first above written.

**MARINA COAST WATER DISTRICT**

By: \_\_\_\_\_  
Authorized Officer

**PNC BANK, NATIONAL ASSOCIATION, as  
successor to Compass Mortgage Corporation, as  
Lender**

By: \_\_\_\_\_  
Authorized Signatory

## **Marina Coast Water District Staff Report**

**Agenda Item:** 8-F

**Meeting Date:** March 21, 2022

**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 February 28, 2022
- Customer accounts aging information as of March 09, 2022
- Monthly customer payments comparison for months February 2021 through February 2022
- Graphs of delinquent accounts as of February 28, 2022

FY 2021-2022 actual water revenue through February 2022 was below budgeted revenue for both Central Marina and the Ord Community by \$324,644 and \$75,940 respectively.

Accounts Receivable balances for both Central Marina and the Ord Community have increased during the pandemic by \$86,547.64 (191%) and \$443,473.24 (50%), respectively. If Bay View Mobile Home Park's main master meter account is not considered, Ord Community Accounts Receivable balance has increased \$293,236.94 (431%). Unfortunately, the balances tend to fluctuate from month to month due to billing dates and the number of days in the month.

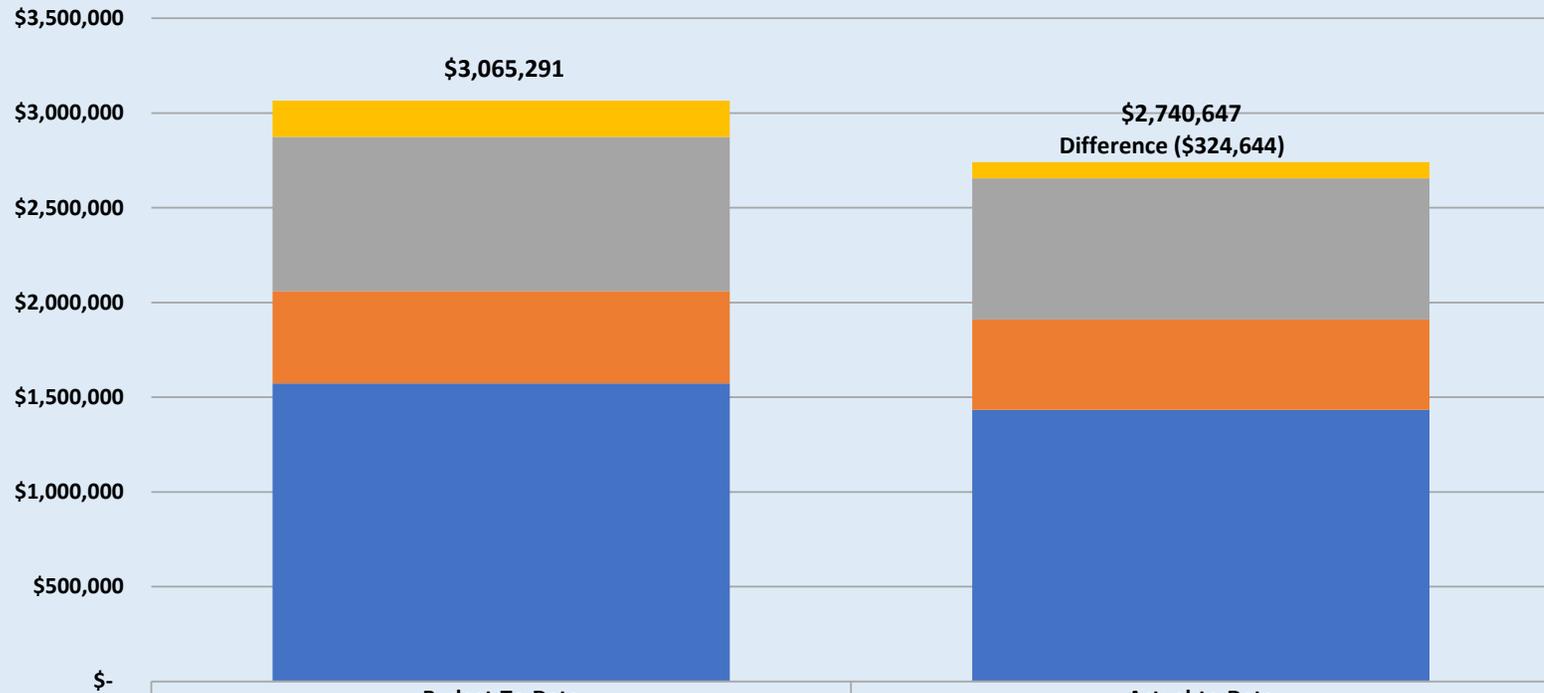
Governor Newsom's 2021–22 May revise to the state budget included \$1 billion in American Rescue Plan Act funds to be used to provide direct payments to water systems to address customer arrearages and revenue gaps related to the pandemic. The State Water Resources Control Board (SWRCB) required all 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. Staff completed the application and submitted it to SWRCB on November 16, 2021. The District was notified in December 2021 that its application was approved and awarded the requested funds. Payment from the State was received at the end of January 2022. Staff began applying the credits to customer accounts at the end of February 2022 and will be completed by March 18, 2022.

Part of the State's Program requirements is for water systems to notify their customers whose arrearages will be offset by the funding and to offer a payment plan for the remaining arrearages. In addition, the District is also required to offer payment plans to accounts with past due balances that did not qualify for the State's Program. Staff sent out 331 letters to the Program recipients on January 6, 2022, informing them of the amount that would be credited to their account, that Governor Newsom's moratorium on water shut-off for nonpayment expired on December 31, 2021, and that the District is providing payment plans to assist them in getting their accounts current. On January 10, 2022, staff also sent out 381 letters to those accounts that have past-due

balances to inform them of the expiration of the moratorium and to offer payment plans to bring their accounts current. Of the 331 program recipients, 6 have called the District to either make a payment or to set up payment plans. Of the 381 accounts that have past-due balances, 18 called in to set up payment plans. Reminder letters to contact the District and make payment plans for those who received letters in January were sent to both the program recipients and customers with past-due balances on February 15, 2022.

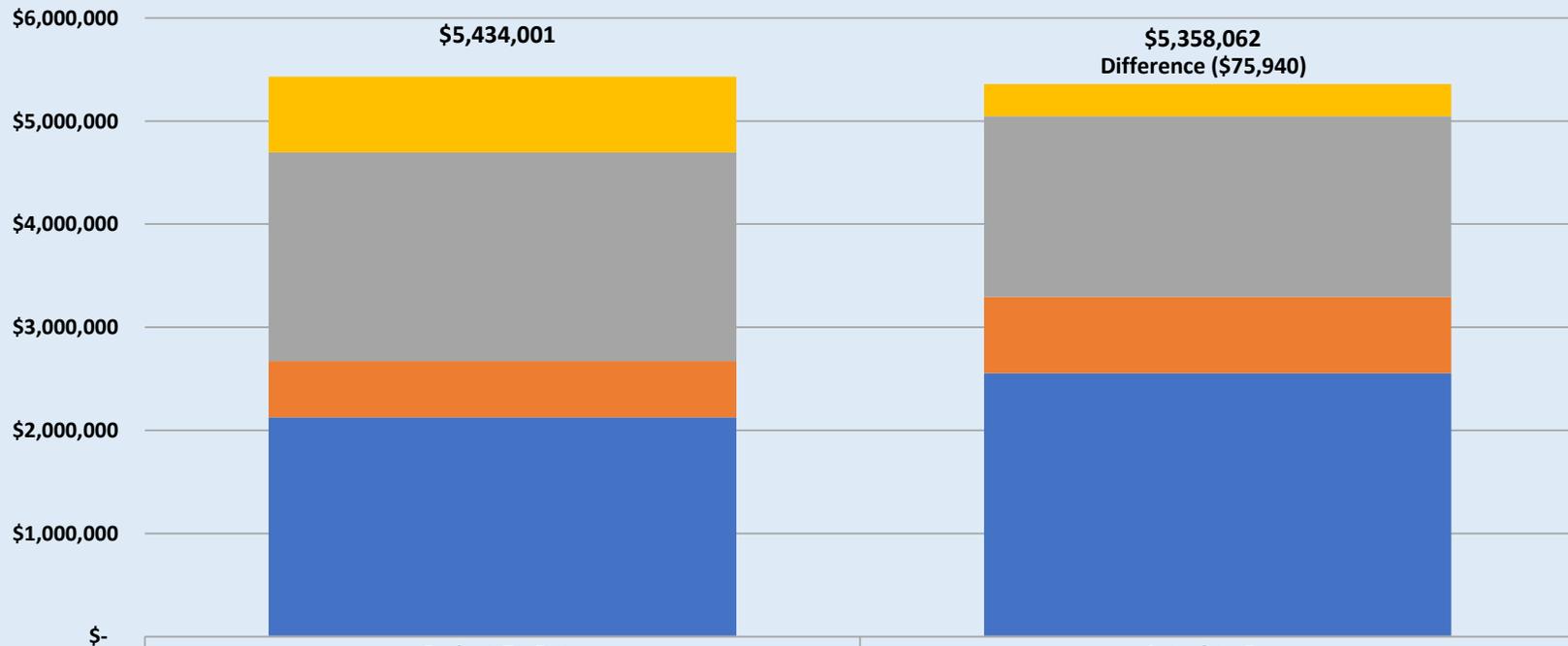
Staff is now completing the application for the Wastewater Arrearages Funding Program which will further aid customers who have been impacted by the pandemic. The application will be submitted on March 22, 2022, and the District should be notified by the end of April 2022 if the application is accepted.

## FY 2021-2022 Central Marina Water Revenue as of February 28, 2022



	Budget-To-Date	Actual-to-Date
<span style="color: yellow;">■</span> Government	\$191,397	\$84,929
<span style="color: grey;">■</span> Multiples	\$814,415	\$745,383
<span style="color: orange;">■</span> Business	\$487,119	\$476,547
<span style="color: blue;">■</span> Residential	\$1,572,360	\$1,433,788
<b>Totals</b>	<b>\$3,065,291</b>	<b>\$2,740,647</b>

## FY 2021-2022 Ord Community Water Revenue as February 28, 2022



	Budget-To-Date	Actual-to-Date
■ Government	\$738,962	\$310,802
■ Multiples	\$2,023,992	\$1,751,415
■ Business	\$543,439	\$742,681
■ Residential	\$2,127,608	\$2,553,163
<b>Totals</b>	<b>\$5,434,001</b>	<b>\$5,358,062</b>

**MARINA COAST WATER DISTRICT  
CUSTOMER ACCOUNTS AGING REPORT  
March 9, 2020 - March 9, 2022**

**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	
3/9/2022	\$ 40,089.47	\$ 22,888.33	\$ 6,878.02	\$ 62,015.17	\$ 131,870.99	
Change	\$ 4,546.20	\$ 19,012.47	\$ 2,584.93	\$ 60,404.04	\$ 86,547.64	191%

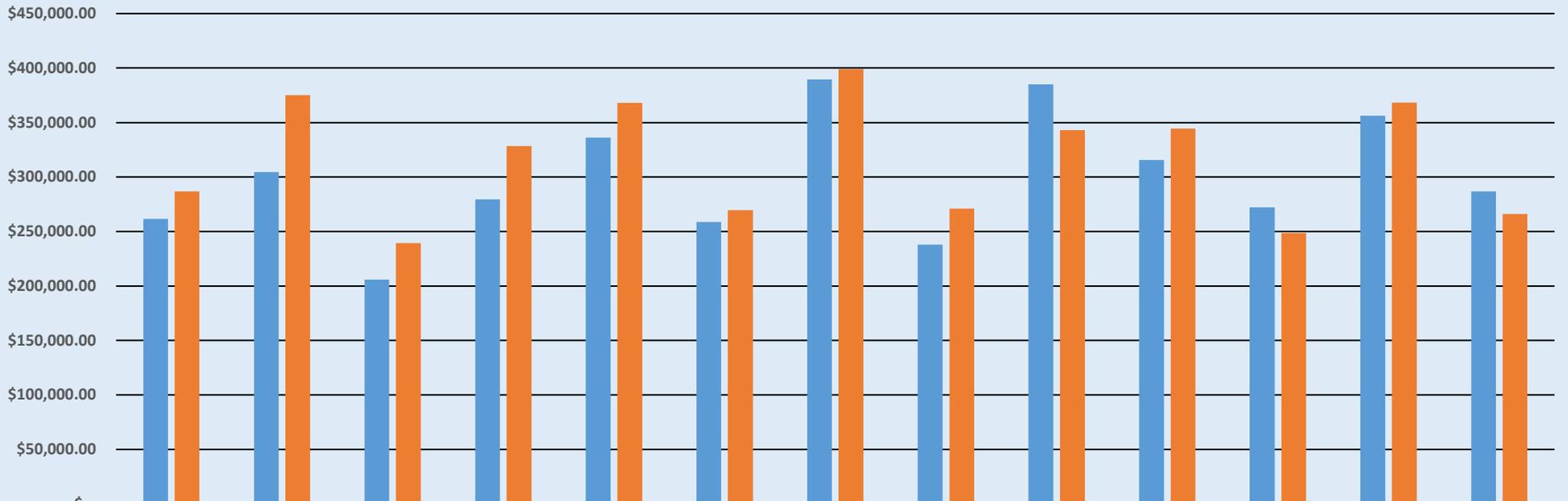
**Ord Community**

<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	
3/9/2022	\$ 110,441.62	\$ 54,902.66	\$ 46,431.79	\$ 1,112,515.74	\$ 1,324,291.81	
Change	\$ 32,378.19	\$ 15,930.52	\$ 18,854.41	\$ 376,310.12	\$ 443,473.24	50%
%	41%	41%	68%	51%	50%	

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

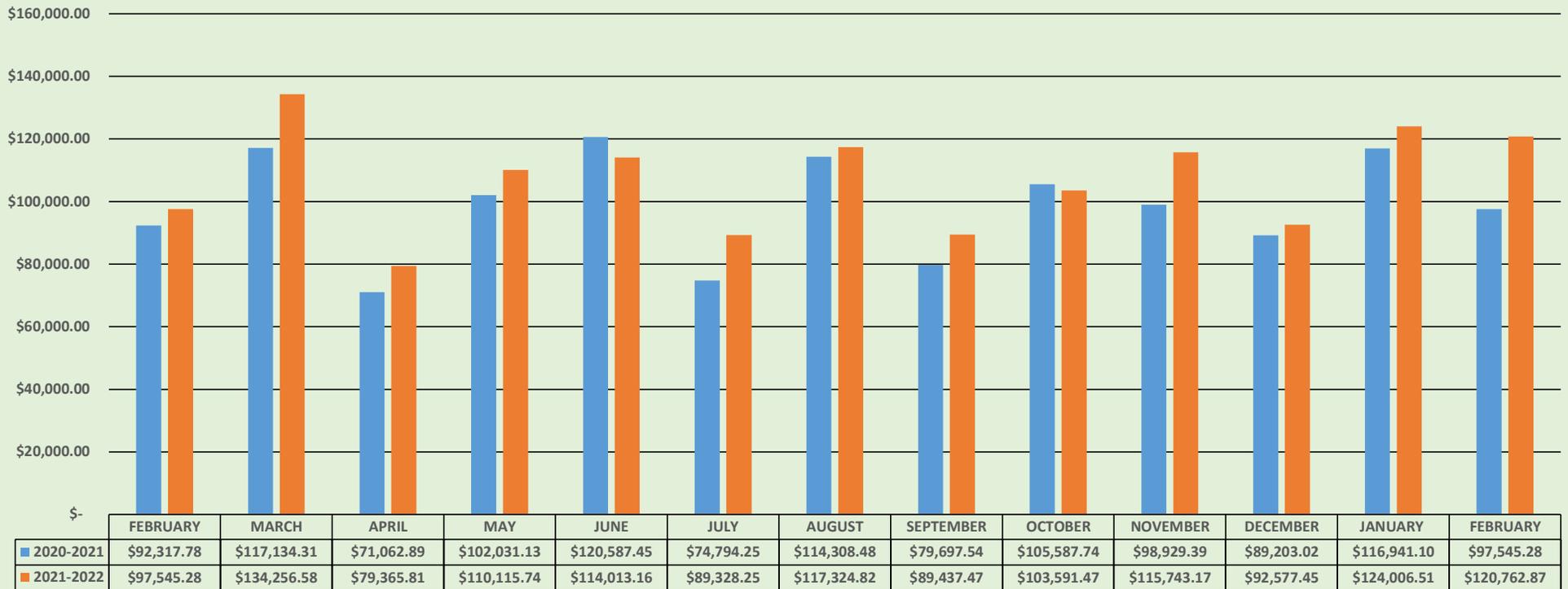
<b>Aging Date</b>	<b>Balance 30 to 60 Days</b>	<b>Balance 60 to 90 Days</b>	<b>Balance 90 to 120 Days</b>	<b>Balance over 120 Days</b>	<b>Totals</b>	
3/9/2020	\$ 59,169.69	\$ 6,816.86	\$ 446.06	\$ 1,532.29	\$ 67,964.90	
3/9/2022	\$ 104,998.54	\$ 49,684.47	\$ 33,500.49	\$ 173,018.34	\$ 361,201.84	
Change	\$ 45,828.85	\$ 42,867.61	\$ 33,054.43	\$ 171,486.05	\$ 293,236.94	431%

### Central Marina Monthly Water Customer Payments February 2021- February 2022

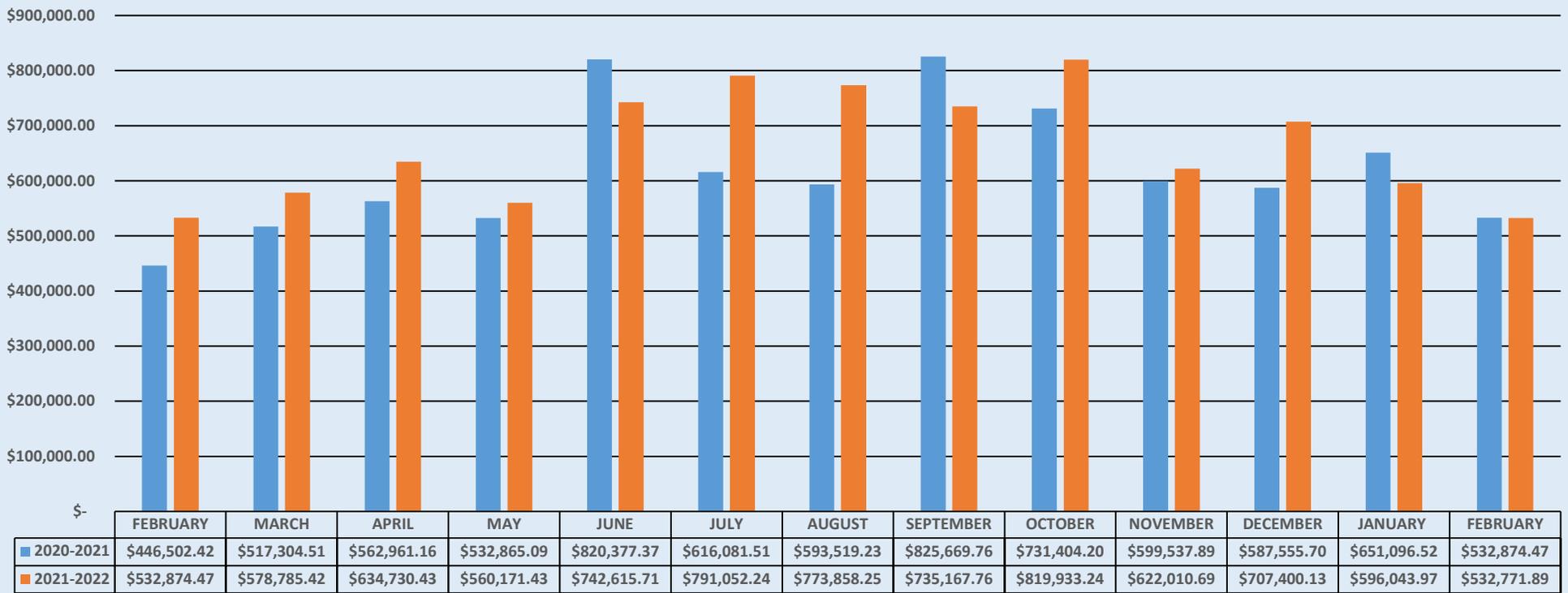


	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY
■ 2020-2021	\$261,589.62	\$304,481.44	\$205,857.18	\$279,658.56	\$336,058.35	\$258,732.93	\$389,405.03	\$237,938.05	\$384,856.48	\$315,538.23	\$272,197.64	\$356,346.91	\$286,827.30
■ 2021-2022	\$286,827.30	\$375,100.12	\$239,250.38	\$328,215.52	\$367,931.49	\$269,610.58	\$398,897.10	\$271,183.01	\$342,800.98	\$344,358.74	\$248,491.16	\$368,179.46	\$266,048.16

**Central Marina Monthly Sewer Customer Payments  
February 2021 - February 2022**



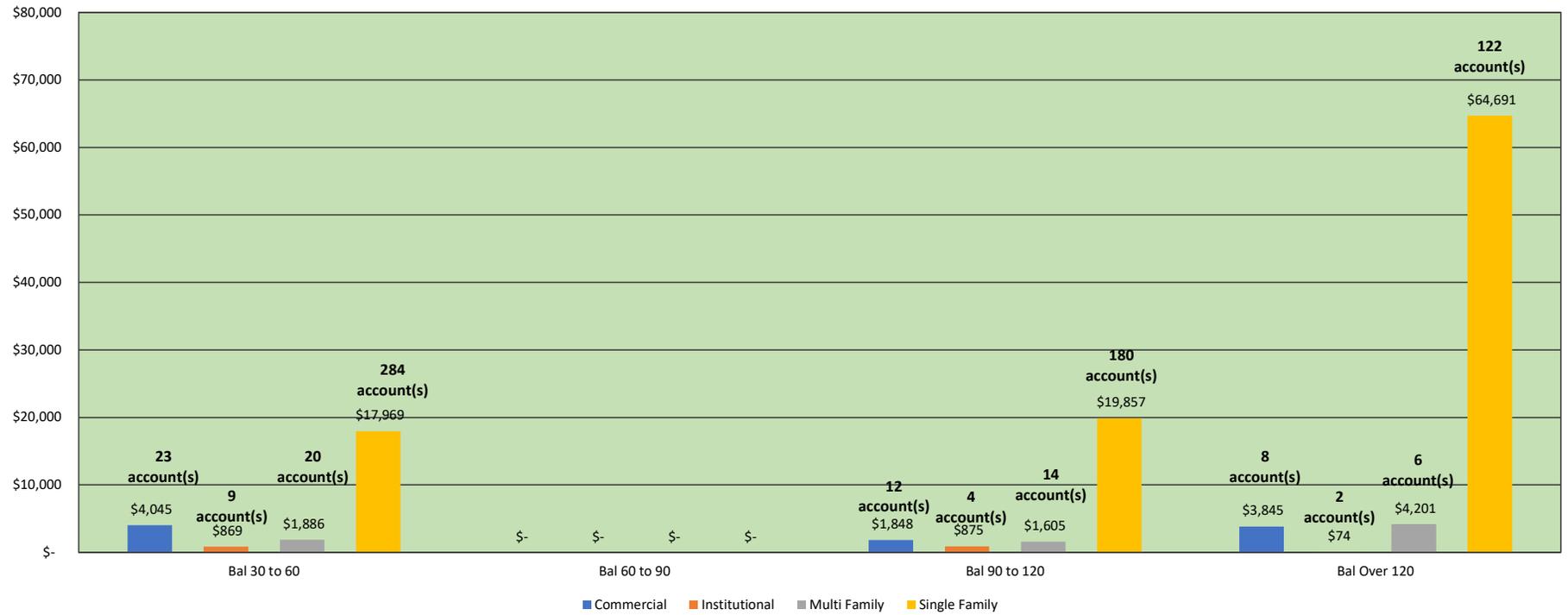
**Ord Community Monthly Water Customer Payments  
February 2021 - February 2022**



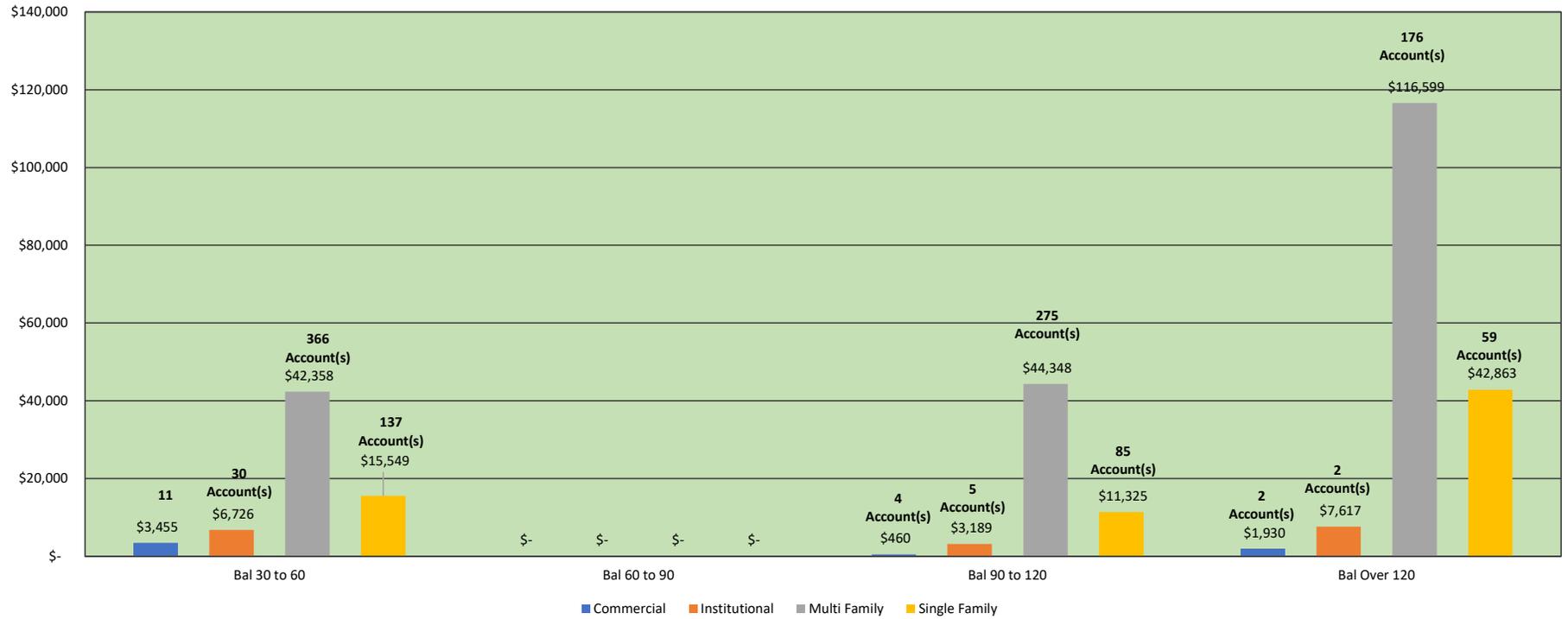
### Ord Community Monthly Sewer Customer Payments February 2021 - February 2022



### Central Marina Unpaid Balances By ST Category As of February 28, 2022



### Ord Community Unpaid Balances By ST Category As of February 28, 2022 Exc. Bay View



**Marina Coast Water District  
Agenda Transmittal**

**Agenda Item:** 8-G

**Meeting Date:** March 21, 2022

**Prepared By:** Paula Riso

**Approved By:** Remleh Scherzinger

**Agenda Title:** Adopt Resolution No. 2022-10 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. 2022-10 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 potable and recycled water, wastewater collection and conservation services that are safe, affordable, reliable and sustainable, 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 February 22, 2022, the Board adopted Resolution No. 2022-06 proclaiming a local emergency and authorizing remote teleconference meetings of all District Legislative bodies for 30 days. 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.

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

**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. 2022-10.

**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 \_\_\_\_\_

March 21, 2022

Resolution No. 2022 - 10  
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 March 21, 2022 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. Reconsidered the circumstances of the state of emergency and find that 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; and,

3. 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 March 21, 2022 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. 2022-10 adopted March 21, 2022.

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

**Marina Coast Water District  
Agenda Transmittal**

**Agenda Item:** 9-B

**Meeting Date:** March 21, 2022

**Prepared By:** Paula Riso

**Approved By:** Remleh Scherzinger

**Agenda Title:** Consider Providing Direction to the Board President Regarding Voting for Election of One Special District Regular Member to the Local Agency Formation Commission

**Staff Recommendation:** The Board of Directors provide direction to the Board President regarding voting for election of one Special District regular member to the Local Agency Formation Commission of Monterey County (LAFCO).

**Background:** *Strategic Plan, Mission Statement – We provide our customers with high quality potable and recycled water, wastewater collection and conservation services that are safe, affordable, reliable and sustainable, through planning, management and the development of water resources in an environmentally sensitive manner.*

**Discussion/Analysis:** On March 1, 2022, LAFCO sent a ballot for election of a Special District representative regular member seat with a term that will expire in May 2026. Three Special District representatives have submitted their nominations for the seat: Mary Ann Leffel, Monterey Peninsula Airport District (Incumbent); David Kong, Greenfield Public Recreation District and Greenfield Cemetery District; and, Gail Morton, Marina Coast Water District.

Ballots must be received by LAFCO by April 1, 2022 at 5:00 p.m.

**Environmental Review Compliance:** None required.

**Financial Impact:**     Yes     No    **Funding Source/Recap:** None

**Other Considerations:** The Board can decide not to vote for any nominee running for office.

**Material Included for Information/Consideration:** LAFCO Memorandum regarding Ballot for Election of LAFCO Commissioner – Special District Regular Member; and nominees' statements.

Action Required:     Resolution     Motion     Review

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Board Action

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

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

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

# LAFCO *of Monterey County*

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## LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

**2022**

**Commissioners**

**Chair**

Christopher Lopez  
*County Member*

**Vice Chair**

Mary Ann Leffel  
*Special District Member*

Luis Alejo

*County Member*

Wendy Root Askew

*County Member, Alternate*

Kimbley Craig  
*City Member*

Matt Gourley  
*Public Member*

Ian Oglesby  
*City Member*

Warren Poitras  
*Special District Member*

Steve Snodgrass  
*Public Member, Alternate*

Graig R. Stephens  
*Special District Member, Alternate*

Anna Velazquez  
*City Member, Alternate*

**Counsel**

Kelly L. Donlon  
*General Counsel*

**Executive Officer**

Kate McKenna, AICP

132 W. Gabilan Street, #102  
Salinas, CA 93901

P. O. Box 1369  
Salinas, CA 93902

Voice: 831-754-5838

### MEMORANDUM

DATE: March 1, 2022

TO: Independent Special District General Managers, Fire Chiefs and CEOs

FROM: Kate McKenna, AICP,  
Executive Officer

SUBJECT: Ballot for Election of LAFCO Commissioner – Special District  
Regular Member (Due April 1, 2022)

This memorandum transmits a ballot, voting instructions and candidate information for the election of one Independent Special District Regular Member to serve a four-year term on the Local Agency Formation Commission of Monterey County. Please forward the ballot and information to the legislative body of your District for voting and signature by the presiding officer (Board President) or designee. Vote for one of the three candidates. The deadline to return the ballot is April 1. LAFCO may extend this deadline if more time is needed to obtain ballots from a majority of Districts.

A second ballot, for election of one Special District Alternate Member, will be issued after the election of a Regular Member. Sequential balloting is in accordance with adopted procedures to ensure diversity in representation.

Thank you for participating in the election process. Please contact me if you have any questions.

Enclosures:

Ballot and Voting Instructions  
Candidate Information

# LAFCO *of Monterey County*

LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

March 1, 2022

## OFFICIAL BALLOT OF THE INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

### FOR ELECTION OF ONE REGULAR SPECIAL DISTRICT REPRESENTATIVE TO LAFCO

#### Voting Instructions:

1. The presiding officer of the legislative body of the District or the legislative body's alternate officer is authorized to vote. Please vote for one candidate. A majority of Districts must return ballots in order to conclude the election. The candidate receiving the most votes will be elected to a Regular Member seat.
2. Please return this ballot to LAFCO of Monterey County at P.O. Box 1369, Salinas, CA 93902 or at 132 W. Gabilan Street, Suite 102, Salinas, CA 93901 or by email to [mckennak@monterey.lafco.ca.gov](mailto:mckennak@monterey.lafco.ca.gov).
3. **Deadline** - Ballots must be received in the LAFCO office by **April 1, 2022, at 5:00 p.m.** LAFCO may extend this deadline if more time is needed to obtain ballots from a majority of Districts.

#### PLEASE VOTE FOR 1 CANDIDATE (REGULAR MEMBER SEAT):

- David Kong (Greenfield Public Recreation District and Greenfield Cemetery District)
- Mary Ann Leffel (Monterey Peninsula Airport District)
- Gail Morton (Marina Coast Water District)

VOTING MEMBER SIGNATURE: \_\_\_\_\_

INDEPENDENT SPECIAL DISTRICT: \_\_\_\_\_

DATE: \_\_\_\_\_

# LAFCO of Monterey County

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## LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

### INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

#### NOMINATION FORM TO DECLARE CANDIDACY AND REQUEST NAME AND STATEMENT ON BALLOTS FOR ONE REGULAR POSITION AND ONE ALTERNATE POSITION ON THE LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

Due Date: February 28, 2022

Nominations will be considered to fill the four-year term for one Regular seat (expiring May 2026) and the four-term for one Alternate seat (expiring May 2026) for Independent Special District Commissioners on the Local Agency Formation Commission of Monterey County.

#### Nomination Deadline and Process:

Nominations must be received in the LAFCO Office by February 28, 2022 at 5:00 p.m. Qualified persons may submit their own nominations using this form (no Board action is needed). You may email the completed form to [mckennak@monterey.lafco.ca.gov](mailto:mckennak@monterey.lafco.ca.gov) OR mail it to P.O. Box 1369, Salinas, CA 93902 OR hand-deliver it to 132 W. Gabilan Street, Suite 102 in Salinas.

#### Nomination Statement:

"I, David Kong, hereby declare myself a candidate for the election to the position of Regular or Alternate Commissioner of the LAFCO of Monterey County. I am an elected or appointed Monterey County Independent Special District board member or trustee residing within the county and not a member of a legislative body of a city or county. I request my name be placed on the official ballot and, if elected, I will qualify and accept the office of Regular or Alternate LAFCO Commissioner for which I am selected and serve to the best of my ability."

#### Nominee Information:

Name: David Kong  
Address: 348 Barbera Way  
Phone and e-mail: 831-682-2812 davidrkong@gmail.com  
District represented: Greenfield Public Recreation District and Greenfield Cemetery District  
Your position with the District: Board President  
Number of years as a District Board Member or Trustee: 3 years

#### Candidate Statement for the Ballot:

Please give reasons for wanting to be an elected LAFCO Commissioner and briefly summarize qualifications and background:

I am interested in being an elected LAFCO Commissioner because I would like to represent the South Monterey Communities on the Commission LAFCO makes many important decisions on matters concerning South Monterey County. I have been a lifelong resident of Monterey County. I have lived in Pacific Grove, Salinas, and now have been a South County Resident for 21 years. I have served as a city planning commissioner, County Redistricting Commissioner, and School Board member and now serve on the Greenfield Public Recreation District and Greenfield Cemetery District as Board President. I am interested in having good land management of Monterey County. South Monterey County is mostly rural and agricultural. I am a good team player and I know a number of the current commissioners on LAFCO. I would be honored to serve on the LAFCO Commission and asking for your vote.

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Signed: David Kong  
Name (Print): David Kong  
Date: 02/25/2022

Thank you for your interest in serving on LAFCO of Monterey County.

# LAFCO of Monterey County

## LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

### INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

#### NOMINATION FORM

#### TO DECLARE CANDIDACY AND REQUEST NAME AND STATEMENT ON BALLOTS FOR ONE REGULAR POSITION AND ONE ALTERNATE POSITION ON THE LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

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#### Nomination Statement:

"I, MARYANN Leffel, hereby declare myself a candidate for the election to the position of Regular or Alternate Commissioner of the LAFCO of Monterey County. I am an elected or appointed Monterey County Independent Special District board member or trustee residing within the county and not a member of a legislative body of a city or county. I request my name be placed on the official ballot and, if elected, I will qualify and accept the office of Regular or Alternate LAFCO Commissioner for which I am selected and serve to the best of my ability."

#### Nominee Information:

Name: MARYANN Leffel  
Address: 117 Cuervo Vista Dr, Monterey, Ca 93940  
Phone and e-mail: 831.402.4616 MAleffel@montereyairport.com  
District represented: Monterey Peninsula Airport District  
Your position with the District: Board Member  
Number of years as a District Board Member or Trustee: 14 years

#### Candidate Statement for the Ballot:

Please give reasons for wanting to be an elected LAFCO Commissioner and briefly summarize qualifications and background:

Please see attached.

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Signed:

Mary Ann Leffel

Name (Print):

MARY ANN LEFTEL

Date:

2.25.22

Thank you for your interest in serving on LAFCO of Monterey County.

To Special Districts, Monterey County

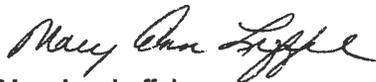
I would truly be honored to receive your vote for another term, representing the Monterey County special districts on Lafco, Monterey County.

Since moving to Monterey County in 1982, I have served in a variety of positions on numerous boards, commissions and community groups. I have chaired Natividad Hospital Bd of Trustees, Monterey Peninsula Chamber of Commerce, Monterey County Business Council, Leadership Monterey Peninsula, Chartwell School, Monterey County Special Districts and several other commissions and groups.

Currently, I serve as the Vice Chair of Monterey County Lafco, and Monterey County Workforce Development Board and Chair, Monterey County Special Districts. I also serve as an elected member of the Monterey Peninsula Airport District, and as a board member of Carmel Valley Art Association and Legal Services for Seniors. I co founded the Monterey Bay Economic Partnership, the Monterey County Business Council, Leadership Monterey County, the CSUMB Institute for Innovation and Economic Development, the Monterey Bay Defense Alliance, Competitive Clusters Monterey, the Monterey County Revolving loan fund and served on each for several years. There are many more community groups and boards, where I held positions and seats.

I strive to represent the districts, their clients and communities they serve. In doing so, there are many needs, desires and voices. Listening to the community as a whole, I intend to represent the districts and their constituents fairly and to the best of my ability. Please reelect me as your representative. I appreciate your consideration.

Best,



MaryAnn Leffel

Vice Chair

LAFCO, Monterey County

# LAFCO of Monterey County

## LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

### INDEPENDENT SPECIAL DISTRICT SELECTION COMMITTEE

#### NOMINATION FORM TO DECLARE CANDIDACY AND REQUEST NAME AND STATEMENT ON BALLOTS FOR ONE REGULAR POSITION AND ONE ALTERNATE POSITION ON THE LOCAL AGENCY FORMATION COMMISSION OF MONTEREY COUNTY

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#### Nomination Deadline and Process:

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#### Nomination Statement:

"I, GAIL MORTON, hereby declare myself a candidate for the election to the position of Regular or Alternate Commissioner of the LAFCO of Monterey County. I am an elected or appointed Monterey County Independent Special District board member or trustee residing within the county and not a member of a legislative body of a city or county. I request my name be placed on the official ballot and, if elected, I will qualify and accept the office of Regular or Alternate LAFCO Commissioner for which I am selected and serve to the best of my ability."

#### Nominee Information:

Name: GAIL MORTON  
Address: 5 VIA JOAQUIN MONTEREY CA 93940  
Phone and e-mail: 831 375-0100 gmorton@montereyfamilylaw.com or directormorton@mcwd.org  
District represented: MARINA COAST WATER DISTRICT  
Your position with the District: DIRECTOR  
Number of years as a District Board Member or Trustee: 1 YEAR

#### Candidate Statement for the Ballot:

Please give reasons for wanting to be an elected LAFCO Commissioner and briefly summarize qualifications and background:

Set forth on Page 2 of 2  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

LAFCO's goal of preserving open space and agricultural land, discouraging urban sprawl, and delivering local and district services efficiently aligns well with the aims I have promoted in past decades as an activist, Marina councilmember, and a board member of Fort Ord Reuse Authority.

I currently serve as a director of the Marina Coast Water District (MCWD), the largest water district in County of Monterey. I focus on developing and implementing policies that will ensure a safe, clean, affordable water supply for current and future MCWD customers—*without* undermining affordable water for others throughout the County.

In their vital regional role, LAFCO commissioners must exercise prudence and diligence, anticipating unintended consequences, when shaping the development of local agencies advantageously for the present and future needs of our county. It is imperative that every board action reflect a holistic, countywide understanding of land and water resources; the practical demands of development in the decades to come; and the importance of protecting the County's economy, which depends on agricultural land and the attraction of open space for tourism.

I study issues carefully to bring as roundly informed a perspective to the table as possible. In my observation, cooperative, multiagency solutions with cross-jurisdictional benefit are key to successful governance. Some excellent strategies have been modeled in the past; this approach will continue to reap dividends when pursued.

LAFCO's independent and dependent special districts deserve fair and focused representation. As a leader at the city, FORA, and MCWD levels, I have a record of respect for the diverse interests of constituent groups and persons and a strong commitment to balanced, workable solutions. As a LAFCO commissioner, I will strive always to provide effective, equitable representation.



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GAIL MORTON  
February 28, 2022