



# MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

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## DIRECTORS

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**Board of Directors**  
**Budget and Personnel Committee Meeting**  
Marina Coast Water District  
11 Reservation Road, Marina, California

Date: February 12, 2019  
Time: 6:00 p.m.  
Location: MCWD Board Room, 11 Reservation Road, Marina

### Committee Members

Jan Shriner  
Herbert Cortez

### **Agenda**

*This meeting has been noticed according to the Brown Act rules. The Committee will receive information on, discuss and consider making recommendations to the MCWD Board on the items contained in this agenda.*

1. Call to Order
2. Public Comments on any item Not on the Agenda *Anyone wishing to address the Committee 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 item(s) listed on the Agenda at the time the item(s) is considered by the Committee.*
3. Accept the Draft Minutes of the November 8, 2018 Meeting
4. Receive an Update on Budget and Personnel Processes
5. Identify Agenda Items for the Next Committee Meeting and Set Date
6. Committee Member Comments
7. Adjournment

Draft Minutes  
Budget and Personnel Committee Meeting

November 8, 2018

1. Call to Order:

The November 8, 2018 Budget and Personnel Committee meeting was called to order at 5:55 p.m. by Director Gustafson. In attendance were:

- Committee members: Director Gustafson and Director Cortez
- Staff: Keith Van Der Maaten and Paula Riso
- Public members: none

2. Public Comments on Any Item Not on the Agenda:

There was no public comment.

3. Approve the Draft Minutes for the September 10, 2018 Meeting:

Director Gustafson made a motion to approve the minutes, Director Cortez seconded the motion. The minutes were unanimously approved.

4. Receive an Update on Budget and Personnel Processes:

Mr. Van Der Maaten gave an update on the status of tasks staff is working on:

- Accounting Temp – newly hired accounting temp working very well.
- Associate Engineer – last hire fell through. Recruiting again.
- Meter Reader – new meter reader was hired.
- O&M Staffing – Board approved two operator positions. Recruitment in process.
- Water Resources Manager and Water Resources Department – on hold to help fund O&M staff.
- HR Programs – nothing to report.

5. Identify Budget and Personnel Agenda Items for the Next Committee Meeting and Set Date:

The same items will be brought back for discussion. The next meeting is scheduled for January 8th at 5:40 p.m.

6. Committee Member Comments:

No comments were made.

7. Adjournment:

Meeting adjourned at 5:59 p.m.