



# MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

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## DIRECTORS

THOMAS P. MOORE  
*President*

JAN SHRINER  
*Vice President*

HERBERT CORTEZ  
MATT ZEFFERMAN  
PETER LE

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

Date: March 12, 2019  
Time: 6:15 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. Approve the Draft Minutes of the February 12, 2019 Meeting
4. Receive an Update on Budget and Personnel Processes
5. Identify Agenda Items for the Next Committee Meeting
6. Committee Member Comments
7. Adjournment

*Next Meeting: April 9, 2019 at 6:15 p.m., 11 Reservation Road, Marina*

Draft Minutes  
Budget and Personnel Committee Meeting

February 12, 2019

1. Call to Order:

The February 12, 2019 Budget and Personnel Committee meeting was called to order at 6:12 p.m. by Director Cortez. In attendance were:

- Committee members: Vice President 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. Accept the Draft Minutes for the November 8, 2018 Meeting:

Director Cortez and Vice President Shriner accepted the minutes.

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:

- Associate Engineer – the board approved hiring either a senior or associate engineer and they position has been posted to the public.
- O&M Staffing Needs – the two Board approved operator positions have been filled and will start in the next few weeks.
- Applications Manager Position – made an offer on the replacement for John Bardos.
- HR Programs – nothing to report.
- Employee Contract Negotiations: next Board meeting will seek Board negotiators for contract ending June 30th.
- Capital Impact Fees – Will be looking to hire a consultant to analyze current capacity fees.
- FY 2019-2020 Budget – budget workshop is coming in March.

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 March 12th at 6:15 p.m.

6. Committee Member Comments:

Vice President Shriner thanked staff for coordinating these meetings.

7. Adjournment:

Meeting adjourned at 6:25 p.m.