



MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

Home Page: www.mcwd.org

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Board of Directors Budget and Personnel Committee Meeting

Marina Coast Water District

May 4, 2021 at 6:30 p.m.

DIRECTORS

JAN SHRINER
President

THOMAS P. MOORE
Vice President

HERBERT CORTEZ
GAIL MORTON
MATT ZEFFERMAN

Due to Governor Newsom's Executive Order N-29-20 and recommendations on protocols to contain the spread of COVID-19, staff and Committee members will be attending the May 4, 2021 meeting remotely from various locations and the meeting will be held via Zoom conference. There will be NO physical location of the meeting.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83353168217?pwd=ZGhocUt6d1Awb25lZFhlS1ZPa08zZz09>

Passcode: 697935

To join via phone: 1-669-900-6833

Webinar ID: 833 5316 8217

Passcode: 697935

Committee Members

Herbert Cortez

Jan Shriner

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/Roll Call
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 April 6, 2021 Meeting
4. Review the Draft Budget for FY 2021-2020
5. Discuss Questions for an Employee Survey Regarding Covid
6. Identify Agenda Items for the Next Committee Meeting
7. Committee Member Comments
8. Adjournment



Marina Coast Water District

Draft Minutes Budget and Personnel Committee Meeting

April 6, 2021

1. Call to Order:

The April 6, 2021 Budget and Personnel Committee meeting was called to order at 6:32 p.m. by President Shriner. In attendance via Zoom teleconference were:

- Committee members: President Shriner and Director Cortez
- Staff: Derek Cray, Kelly Cadiente, and Paula Riso
- Public members: Remleh Scherzinger

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

There was no public comment.

3. Approve the Draft Minutes of the March 2, 2021 Meeting:

Director Cortez made a motion to approve the minutes of March 2, 2021. President Shriner seconded the motion. The minutes were approved by a vote of 2-Ayes (Cortez, Shriner), 0-Noes, and 0-Absent.

4. Discuss Succession Planning:

Mr. Cray said he had nothing new to share and suggested pulling it from the agenda until the new General Manager has had time to look at staffing. The Committee members agreed to hold off on this item until later in the summer.

5. Discuss Board Member Compensation and Proposed Board Procedures Manual Language Update:

Director Cortez shared language he would like to see added to the Board Procedures Manual regarding compensation. He proposed raising the stipend to \$100 per Board meeting, special Board meeting, and Ad Hoc meetings; and introducing a \$50 stipend for Standing Committees of the Board. Discussion regarding timing of when the compensation would start, followed. This item will be brought back for more discussion.

6. Discuss Possible Financial Help Options for Customers During the COVID Crisis:

Mr. Cray and Ms. Cadiente discussed the current customer assistance program and possible options available to the customers. Ms. Cadiente explained how the payment plan option worked for customers that are past due on their bills and noted that any changes made to the payment plan would be made for all customers who are past due, not just COVID affected customers. Director Cortez asked if there was any way to waive the capital component surcharge. Mr. Cray said he thought it could be deferred, but it would extend the payback period. Director Cortez asked if there was a way to waive the surcharge completely.

Ms. Cadiente answered that legal counsel would have to answer that question but didn't think it would be fair to the customers that don't get the same break. She added that the funds anticipated to be collected have been accounted for in paying District debt. Mr. Cray said that to waive the surcharge entirely, the difference would have to be accounted for in the new rate study. Director Cortez commented that he was thinking of deferring it for 2-7 months. Mr. Scherzinger suggested looking into other ways to help the customers, to include ramping up visibility of the current programs, rather than deferring the surcharge. Mr. Cray announced that the District website has been updated to include the customer assistance information on the homepage.

7. Identify Agenda Items for the Next Committee Meeting:

Director Cortez suggested having a draft survey of how the employees are doing since getting the vaccines and how they feel overall.

8. Committee Member Comments:

Director Cortez welcomed Mr. Scherzinger and thanked staff for their hard work.

9. Adjournment:

Meeting adjourned at 7:22 p.m.