



MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

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Board of Directors

Budget and Personnel Committee Meeting

Marina Coast Water District

January 4, 2022 at 6:30 p.m.

DIRECTORS

JAN SHRINER
President

HERBERT CORTEZ
Vice President

THOMAS P. MOORE
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 January 4, 2022 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/88373256331?pwd=b2NlndwakiLITEZTZmw4NVZCZkZOQT09>

Passcode: 282604

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

Webinar ID: 883 7325 6331

Passcode: 282604

Committee Members

Gail Morton

Jan Shriner

Herbert Cortez - Alternate

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 December 7, 2021 Meeting
4. Meeting Overview for 2022
5. Identify Agenda Items for the Next Committee Meeting
 - a. Covid Update
 - b. Vacant Positions and Succession Planning
 - c. Separate Water and Sewer Bills
 - d. Budget Schedule
6. Committee Member Comments
7. Adjournment



Marina Coast Water District

Draft Minutes Budget and Personnel Committee Meeting

December 7, 2021

1. Call to Order:

The December 7, 2021 Budget and Personnel Committee meeting was called to order at 6:30 p.m. by President Shriner. In attendance via Zoom teleconference were:

- Committee members: President Shriner and Director Cortez
- Staff: Remleh Scherzinger, Kelly Cadiente, Rose Gill, 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 of the November 2, 2021 Meeting:

Director Cortez made a motion to approve the minutes of November 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. Receive a Covid Update:

Ms. Gill commented that staff was 100% vaccinated and their vaccine cards are on file with Human Resources.

5. Receive an Update on the District's Vacant Positions and Succession Planning:

Ms. Gill noted there were several positions open in the engineering department, operations and maintenance department and one in the finance department. Interviews for the operations and maintenance positions are scheduled over the next couple of days and staff is reviewing applications for the Accountant position. She noted there was one internal candidate for the Senior Engineer position. Mr. Scherzinger stated that he and Ms. Gill were working on a RFP for a head hunter to help fill the District Engineer and Director of Administrative Services positions as they were critical lead positions. Ms. Gill stated that staff has created a draft succession plan and is currently reviewing it.

6. Receive Information Regarding the District's Cost Centers:

Ms. Riso stated that the 1998 Water Wastewater Agreement specifies in Section 7.1 that MCWD will keep cost centers separate until the agreement expires. She also said that the Board adopted Ordinance 43 to keep the cost centers separate. Ms. Cadiente explained that there were cost centers for sewer and water and those will always be separate. Both Ord and Central Marina each have a set of water and sewer cost centers so that neither area is paying for the maintenance and cost of the other. She stated that eventually, the depreciation of the infrastructure will bring both areas into similar costs and then Ord and Central Marina can be combined without any disadvantage.

7. Identify Agenda Items for the Next Committee Meeting:

Mr. Scherzinger commented that the budget schedule will be brought to this committee. President Shriner asked to discuss separation of water and sewer bills so that it is easier for customers to understand.

8. Committee Member Comments:

Director Cortez and President Shriner thanked staff for their work.

9. Adjournment:

Meeting adjourned at 7:06 p.m.