



MARINA COAST WATER DISTRICT

11 RESERVATION ROAD, MARINA, CA 93933-2099

Home Page: www.mcwd.org

TEL: (831) 384-6131 FAX: (831) 883-5995

Board of Directors

Budget and Personnel Committee Meeting

Marina Coast Water District

March 1, 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 March 1, 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/85398608038?pwd=cURRYmttN2ZhRFpaVkwxUjJuS2tGUT09>

Passcode: 775775

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

Webinar ID: 853 9860 8038

Passcode: 775775

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 February 1, 2022 Meeting
4. Receive a Covid Update
5. Discuss the District's Capital Improvement Program
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

February 1, 2022

1. Call to Order:

The February 1, 2022 Budget and Personnel Committee meeting was called to order at 6:33 p.m. by President Shriner. In attendance via Zoom teleconference were:

- Committee members: President Shriner and Director Morton
- 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 January 4, 2022 Meeting:

Director Morton made a motion to approve the minutes of January 4, 2022. President Shriner seconded the motion. The minutes were approved by a vote of 2-Ayes (Morton, Shriner), 0-Noes, and 0-Absent.

4. Receive a Covid Update:

Ms. Gill gave an update on the current Covid policies and procedures. Discussion followed. Director Morton asked for a copy of the newest Covid guidelines.

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

Ms. Gill stated that the District has four open positions, including the District Engineer, Director of Administrative Services, Engineering Associate, and Engineering Assistant. She added that Alliance Recruiting Firm has been hired by the District to help fill the District Engineer and Director of Administrative Services positions. Director Morton inquired how the succession planning worked within the District. Mr. Scherzinger gave her a brief explanation of how employees can be promoted within the District.

6. Receive the Budget Schedule for FY 2022-2023:

Ms. Cadiente reviewed the Budget Schedule for FY 2022-2023. There was discussion on what budget items will require more focus and what items will come before this Committee in the near future.

7. Identify Agenda Items for the Next Committee Meeting:

Mr. Scherzinger commented that the Capital Improvement Program will be brought to the next meeting.

8. Committee Member Comments:

Director Morton commented that she would like to see the District pursue more grants. Mr. Scherzinger stated that he has already been in contact with a firm that does grant writing and is looking at opportunities for the future.

7. Adjournment:

Meeting adjourned at 7:27 p.m.