



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

April 5, 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 April 5, 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/87837248771?pwd=bIV3T1c4YWUyTlNsYnJsMzBpTU1WZz09>

Passcode: 671062

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

Webinar ID: 878 3724 8771

Passcode: 671062

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 March 1, 2022 Meeting
4. Receive a Covid Update
5. Receive an Update on the Recruitment for the District Engineer and Director of Administration Positions
6. Receive a Budget Update
7. Identify Agenda Items for the Next Committee Meeting
8. Committee Member Comments
9. Adjournment



Marina Coast Water District

Draft Minutes Budget and Personnel Committee Meeting

March 1, 2022

1. Call to Order:

The March 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, Jim Crowley, 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 February 1, 2022 Meeting:

Director Morton made a motion to approve the minutes of February 1, 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. Cadiente stated that staff has begun applying the water arrearages funding to the delinquent customer accounts. She said that staff is finished applying the funds to the Ord Community accounts and was working on the Central Marina accounts. Ms. Cadiente noted that staff ran a report on the past due accounts and there were 696 that were 60 days past due. Of those past due accounts, 249 habitually received door tags in the past, while the other 447 received less than 3 notices in the past. Ms. Cadiente stated that the District held an ERAP (Emergency Rental Assistance Program) workshop that informed customers how to apply for financial help with their rent and utility bills. She added that a link will be included in the notices being sent out to District delinquent accounts. Ms. Cadiente said that she just received notice that there is a new program starting for low-income families, but she has yet to see what the criteria will be. Director Morton noted there is also a California Mortgage Relief Program available.

5. Discuss the District's Capital Improvement Program:

Mr. Scherzinger explained the District's Capital Improvement Program (CIP) has some opportunities for improvement and stated that the District has contracted with Mr. Jim Crowley for assistance with developing a CIP tool to assist the District. Mr. Crowley gave a brief presentation of the CIP, going over the background, master plans, operational needs, water resource strategy, an update process, and a CIP tool to help with the budget-making process. Discussion followed.

6. Identify Agenda Items for the Next Committee Meeting:

Mr. Scherzinger commented that the CIP tool, the assumptions, and the percentage split will be brought to the next meeting.

7. Committee Member Comments:

Director Morton commented that she learned a lot. President Shriner thanked staff for bringing Mr. Crowley in to help with the CIP and thanked staff for working on the arrearages programs for the customers.

8. Adjournment:

Meeting adjourned at 7:31 p.m.