

Marina Coast Water District

District Office
11 Reservation Road
Marina, California

Special Board Meeting
April 18, 2012
5:30 p.m.

Draft Minutes

1. Call to Order:

President Burns called the meeting to order at 5:30 p.m. on April 18, 2012.

2. Roll Call:

Board Members Present:

Dan Burns – President
Howard Gustafson – Vice President
Jan Shriner
Kenneth K. Nishi

Board Members Absent:

Bill Lee – excused (out of state on business)

Staff Members Present:

Jim Heitzman, General Manager
Lloyd Lowrey, Legal Counsel+
Carl Niizawa, Deputy General Manager/District Engineer
Jean Premutati, Management Services Administrator
Kelly Cadiente, Director of Administrative Services
Paula Riso, Executive Assistant/Board Clerk

Audience Member:

None.

The Board entered into closed session at 5:30 p.m., after announcement per Government Code Section 54957.7(a) by Mr. Lloyd Lowrey, Legal Counsel.

3. Closed Session:

- A. Pursuant to Government Code 54957.6
Conference with Labor Negotiator
Agency Negotiator (General Manager)
Employee Organization: Marina Coast Water District Employees Association

- B. Pursuant to Government Code 54957.6
Conference with Labor Negotiator
Agency Negotiator (General Manager)
Employee Organization: Teamsters Local 890

President Burns reconvened the meeting to open session at 5:46 p.m.

4. Possible Action on Closed Session Items:

Mr. Lloyd Lowrey, Legal Counsel, reported the following:

- 3-A – the Board of Directors conferred with Labor Negotiator, no action was taken.
- 3-B – the Board of Directors conferred with Labor Negotiator, no action was taken.

5. Pledge of Allegiance

President Burns led everyone present in the pledge of allegiance.

6. Oral Communications:

No comments were received.

7. Action Item:

- A. Consider Adoption of Resolution No. 2012-26 to Approve a Professional Services Agreement to Perform a Classification and Compensation Study for the District:

Ms. Jean Premutati, Management Services Administrator, introduced this item.

Director Shriner questioned the length of time to complete the study and asked if it was part of the Request for Proposals. Ms. Premutati answered that the consultants contacted her and were told to expedite the process. She added that a lot of the preparation work can be completed by staff to help expedite the process.

Director Shriner asked if the comment, “The reality of today’s labor market is that many agencies are in competition for the same pool of qualified employees.” made on page 50 of the packet was accurate. Mr. Jim Heitzman, General Manager, answered that it was and there was a lot of opportunity for certified operators.

Director Shriner questioned page 75 of the packet where Brice Consulting mentioned that the District wanted to consider only base salary for the survey. Ms. Premutati answered that she spoke with Brice Consulting and clarified with them that it was for total compensation and the price did reflect that.

Agenda Item 7-A (continued):

President Burns asked if staff had a recommendation. Ms. Premutati answered that staff put together a matrix and Koff & Associates was ranked No. 1 with Brice Consulting at No. 2.

Vice President Gustafson made a motion to adopt Resolution No. 2012-26 approving a Professional Services Agreement with Koff & Associates to perform a Classification and Compensation Study for the District. Ms. Premutati asked if the motion was for Option 1 or Option 2. President Burns suggested not selecting an option at this time. Ms. Premutati stated that they could negotiate with Koff & Associates regarding the work. Director Shriner seconded the motion. The motion was passed.

Director Lee	-	Absent	Vice President Gustafson	-	Yes
Director Shriner	-	Yes	President Burns	-	Yes
Director Nishi	-	Yes			

Director Nishi asked that next time the scope-of-work be included so the Board could see what was asked of the consultants.

Director Shriner thanked Ms. Premutati for the matrix and the criteria listed in the staff report.

8. Director's Comments:

Director Shriner stated that there were comments made at the Special Districts Association meeting the previous evening and asked Vice President Gustafson to clarify them. Vice President Gustafson stated that the District has always planned to supply water to the Ord Community.

President Burns stated that this was Director's Comments and they should not engage in dialogue.

Director Shriner commented that there was an announcement that the District had decided to go ahead with the Desalination Project.

Vice President Gustafson commented that the District has never said they weren't going ahead with the Desalination Project.

President Burns commented that the Board has always said that until the day the CPUC says there is no project, the District will always honor the Water Purchase Agreement.

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9. Adjournment:

The meeting was adjourned at 5:57 p.m.

APPROVED:

Dan Burns, President

ATTEST:

Jim Heitzman, General Manager